



CITY COUNCIL MEETING
Tuesday, March 7, 2023
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: Webb, Parisian, Wagner, Murphy, Mayor Blonigan
- 3. **MICROPHONE CHECK:** Webb, Parisian, Wagner, Murphy, Mayor Blonigan
- 4. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE CITY COUNCIL ON MATTERS NOT ON THE AGENDA
- 5. APPROVAL OF THE MARCH 7, 2023 MEETING AGENDA

CITY COUNCIL 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:
 - City Council meeting minutes on 2/21/23 1-10
 - City Council Special Work Session minutes on 2/28/23
 - Special Election Canvas Board meeting minutes on 2/21/23
 - B. Motion to receive advisory commission minutes:
 - Human Rights Commission meeting minutes on 1/26/23 11-15
 - Parks, Recreation, and Forestry Commission minutes on 1/24/23
 - C. Motion to approve issuance of licenses dated 3/7/23 16-18
 - D. Motion to acknowledge the Robbinsdale Wine & Spirits' financial reports for the month of January 2023. 19-20
 - E. Motion to acknowledge the Deputy Registrar's financial reports for the month of January 2023. 21-24
 - F. Motion to waive the reading and order the adoption of Resolution #___
"A RESOLUTION SUPPORTING THE CITY OF ROBBINSDALE
TO APPLY TO HOST A MINNESOTA GREENCORPS MEMBER
DURING THE 2023-2024 PROGRAM YEAR." 25-27
RES 27
 - G. Motion to approve the THC sales license submitted by the Smoke Shop, 4080 West Broadway, subject to zoning conditions noted in the memo. 28
 - H. Motion to approve the parking of Taqueria Victor Hugo 2 to park in the lower Robin Center beginning around March 20, 2023 from 10am to 8pm, Monday-Saturday with the conditions listed in the memo and to approve the mobile food unit license. 29-30
 - I. Motion to waive the reading and order the adoption of Resolution #___
"A RESOLUTION DECLARING INTENT OF THE CITY OF
ROBBINSDALE TO REIMBURSE CERTAIN EXPENDITURES
FROM THE PROCEEDS OF BONDS TO BE ISSUED BY THE
CITY." 31-33
RES 32

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7. PRESENTATIONS

- A. Robbinsdale Sustainability Update 34-49

8. PUBLIC HEARINGS

- A. Permit – Chickens – 4227 Welcome Avenue North
1. Conduct the public hearing and take public comment 50
 2. Motion to approve the request for six (6) chickens at 4227 Welcome Ave subject to the conditions listed in the memo.

9. OLD BUSINESS

*There is no old business scheduled.

10. NEW BUSINESS

- A. Appeal of Assessment -3729 Hubbard Ave N
Motion to waive the reading and order the adoption of
Resolution #__ “A RESOLUTION APPROVING
SETTLEMENT OF SPECIAL ASSESSMENT APPEAL AND
AUTHORIZING ACTION IN ACCORDANCE WITH THE
SETTLEMENT TERMS.” 51-53
RES 53
- B. First Reading of an Ordinance Amending Section 915.03 of the
Robbinsdale City Code to Include Stricter Provisions Relating to Pet
Waste. 54-57
Motion to hold the first reading of Ordinance #__ “AN
ORDINANCE AMENDING SECTION 915.03 OF
ROBBINSDALE CITY CODE TO INCLUDE STRICTER
PROVISIONS RELATING TO PET WASTE.” ORD 55
- C. First Reading of an Ordinance Amending Section 920.05 and 920.09
of the Robbinsdale City Code Relating to False Alarms. 58-62
Motion to hold the first reading of Ordinance #__ “AN
ORDINANCE AMENDING SECTIONS 920.05 AND 920.09
OF THE ROBBINSDALE CITY CODE RELATING TO
FALSE ALARMS.” ORD 60
- D. First Reading of an Ordinance Amending and Updating Sections of
the City Code Relating to Alcoholic Beverages and Intoxicating
Liquor Licenses. 63-66
Motion to hold the first reading of Ordinance #__ “AN
ORDINANCE AMENDING AND UPDATING SECTIONS
OF CITY CODE RELATING TO SALE, CONSUMPTION,
AND DISPLAY OF ALCOHOLIC BEVERAGES AND
INTOXICATING LIQUOR LICENSES.” ORD 65
- E. First Reading of an Ordinance Amending Section 703.23 of the
Robbinsdale City Code to Include Stricter Provisions Relating to Salt
Storage. 67-70
ORD 68

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Motion to hold the first reading of Ordinance #__ “AN
ORDINANCE AMENDING SECTION 703.23 OF
ROBBINSDALE CITY CODE TO INCLUDE STRICTER
PROVISIONS RELATING TO SALT STORAGE.”

11. OTHER BUSINESS

A. Motion to approve disbursement requests for period ending 3/7/2023. 71

12. ADMINISTRATIVE REPORTS

13. COUNCIL GENERAL COMMUNICATIONS

14. ADJOURNMENT

A handwritten signature in black ink, appearing to read 'T. Sandvik', written over a horizontal line.

Tim Sandvik, City Manager

**City of Robbinsdale
CITY COUNCIL MINUTES
February 21, 2023
Meeting No. 4**

CALL TO ORDER

1. Mayor William A. Blonigan called the meeting to order at 7:00 p.m.

ROLL CALL

2. Present: Murphy, Webb, Parisian, Wagner, Mayor Blonigan
Staff: Tim Sandvik, City Manager; Dustin Leslie, City Clerk; Kayla Kirtz,
Assistant to City Manager – Communications.

**OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE CITY COUNCIL ON
MATTERS NOT ON THE AGENDA**

3. Mayor Blonigan opened the floor to anyone wishing to speak on any items not on the agenda. No one spoke and the forum was closed.

**OATH OF OFFICE ADMINISTERED BY THE CITY CLERK TO COUNCIL MEMBER
WARD 1**

4. Leslie administered the oath of office to Member Murphy.

APPROVAL OF THE FEBRUARY 21, 2023 MEETING AGENDA

5. Leslie reported the following updates to the agenda:
 - A new Consent Item P was added to the agenda: Appointment of Interim City Clerk.
 - The Voucher Report was added to Other Business A.
6. **Member Murphy MOVED, seconded by Member Webb to approve the February 21, 2023 Agenda with the update given to Council by the City Clerk. The vote was unanimous and the motion carried.**

CONSENT AGENDA

7. Mayor Blonigan removed item F from the Consent Agenda for further consideration.
8. **Member Wagner MOVED, seconded by Member Parisian to approve the February 21, 2023 Consent Agenda with the exception of item F which was pulled for further consideration. The vote was unanimous and the motion carried.**
 - A. Motion to approve and order placed on file minutes of the City Council meeting:
 - City Council meeting minutes on 2/7/23
 - B. Motion to receive advisory commission minutes:
 - Planning Commission meeting minutes on 1/19/23

- C. Motion to approve issuance of licenses dated 2/21/23.
- D. Motion to approve the January 2023 payment for City credit card charges.
- E. Motion to acknowledge the financial reports for the quarter ended December 2022.
- F. (removed).
- G. Motion to approve THC Sales license submitted by Vapor Bunker, 4066 Lakeland Avenue North, subject to a successful background investigation.
- H. Motion to approve the submittal of MPCA Level 2 EV Charging Station grant.
- I. Motion to approve the creation of an internal Sustainability Committee.
- J. Motion to approve the City of Robbinsdale Recreation Services Department Duathlon Race to be held on Saturday, August 5, 2023 at Lakeview Terrace Park with the conditions listed in the memo.
- K. Motion to approve updates to the Employee Handbook as have been presented to the Council at the previous Council meeting.
- L. Motion to approve the THC Sales License submitted by the Birdhouse Eat & Drink, 4153 West Broadway subject to a successful background investigation.
- M. Motion to authorize the Professional Services Contract with LEAST Services/Counseling LLC.
- N. Motion to schedule a Goals Setting Session to take place on Monday, March 20th at 5:00 p.m. at Robbinsdale City Hall.
- O. Motion to authorize the City Manager and Mayor to execute the Joint Powers Agreement with PUPS.
- P. Motion to affirm the action of the City Manager and support the appointment of Sherry O'Donnell as Interim City Clerk commencing March 4th, 2023.

**CONSENT ITEM F: APPOINTMENT OF ALTERNATE COMMISSIONERS TO
BASSETT CREEK AND SHINGLE CREEK WATERSHED COMMISSION**

9. Mayor Blonigan pulled the item to thank the residents for volunteering to serve on the Commissions.
10. Mayor Blonigan stated he would make the motion to approve the resolutions with the following change to the second “Whereas” clause: “... manage certain storm waters of cities ...”
11. Mayor Blonigan **MOVED**, seconded by Member Webb to waive the reading and order the adoption of Resolution #8027 “A RESOLUTION APPROVING THE APPOINTMENT OF ROBERT (BOB) STAMOS AS ALTERNATE COMMISSIONER TO THE BASSETT CREEK WATERSHED MANAGEMENT COMMISSION FOR A TERM CONCLUDING JANUARY 31, 2026” and to waive the reading and order the adoption of Resolution #8028 “A RESOLUTION APPROVING THE APPOINTMENT OF WENDY SCHERER AS ALTERNATE COMMISSIONER TO THE SHINGLE CREEK WATERSHED MANAGEMENT COMMISSION FOR THE TERM CONCLUDING JANUARY 31, 2026.” The vote was unanimous and the motion carried.

PUBLIC HEARING A: PERMIT – CHICKENS – 3623 LOWRY AVENUE NORTH

12. Sandvik gave the report.
13. Mayor Blonigan noted the resident only wanted three chickens when the limit is up to five. Mayor Blonigan asked the resident if they would consider adding more.
14. Sean Braden – 3623 Lowry Ave N: Resident stated they would only care for three chickens and may get more at a later date if all goes well.
15. Mayor Blonigan opened the public hearing. No one spoke.
16. Member Parisian **MOVED**, seconded by Member Webb to close the public hearing. The vote was unanimous and the motion carried.
17. Member Murphy **MOVED**, seconded by Member Wagner to approve the request for thee (3) chickens at 3623 Lowry Avenue North subject to the conditions listed in the memo. The vote was unanimous and the motion carried.

OTHER BUSINESS A: DISBURSEMENT REQUEST APPROVAL

18. Member Wagner **MOVED**, seconded by Member Parisian to approve disbursement requests for period ending 2/21/2023. The vote was unanimous and the motion carried.

ADMINISTRATIVE REPORTS

19. Leslie thanked staff and Council for their support and said he would miss working for the City of Robbinsdale.
20. Sandvik spoke about upcoming meetings and work sessions.
21. Sandvik spoke about the snow emergency.
22. Sandvik thanked a retiring employee for their service to the city and thanked Leslie for his work.

COUNCIL GENERAL COMMUNICATIONS

23. Member Murphy thanked the Council and his opponent Raymond Blackledge and stated he looks forward to serving the community.
24. Member Webb congratulated Member Murphy for winning the special election.
25. Member Webb spoke about the upcoming Bird Bash event.
26. Member Webb reminded residents to sign up for tip411.
27. Member Webb thanked Leslie for his service to the city.
28. Member Parisian congratulated Member Murphy for his election victory.
29. Member Parisian thanked staff for getting her registered to the LMC conference for elected officials.
30. Member Parisian thanked Leslie for his service to the city.
31. Member Wagner congratulated Member Murphy for his election victory.
32. Member Wagner reminded residents about the snow emergency and thanked plow drivers for their hard work.
33. Member Wagner wished the city a Happy Mardi Gras and spoke about his support for the Drivers License For All and Voting Rights bills being considered at the State Legislature.
34. Member Wagner thanked Leslie for his service to the city.
35. Mayor Blonigan congratulated Member Murphy on his election victory.
36. Mayor Blonigan spoke about fire pit permits and looking at the fees in the future.

37. Mayor Blonigan stated he would want to discuss solar panels in the city at a future meeting.
38. Mayor Blonigan spoke about the upcoming Bird Bash event and the Seven Dreams Foundation.
39. Mayor Blonigan spoke about the snow emergency.
40. Mayor Blonigan spoke about the Investment Bill he testified in favor of at the Minnesota Senate.
41. Mayor Blonigan thanked Leslie for his service to the city.

Adjournment:

42. **Member Murphy MOVED, seconded by Member Webb to adjourn the meeting at 7:35 p.m. The vote was unanimous and the motion carried.**

Dustin Leslie, City Clerk

William A. Blonigan, Mayor

ROBBINSDALE CITY COUNCIL
SPECIAL WORK SESSION
February 28, 2023
6:00 p.m.
Robbinsdale City Hall
4100 Lakeview Avenue North

MINUTES

1. The work session was called to order by Mayor Pro Tem Wagner at 6:00 p.m.
2. Council Members present: Murphy, Webb, Parisian, Wagner, Mayor Blonigan
3. Staff present: Tim Sandvik, City Manager; Rick Pearson, Community Development Director; Richard McCoy, Public Works Director; Kayla Kirtz, Assistant to City Manager – Communications
4. Guests: Director of Engineering and Design, Blue Line Project Office; Director of Transit, Hennepin County; Journalist, SunPost; HNTB staff; Bolton & Menk staff, MetroTransit staff; Kimley Horn staff; Co-Chair of the Stop Light Rail on 81 Committee

Discussion: Blue Line Extension Light Rail

5. Sandvik introduced the work groups and committees working on the Blue Line project, explained the project timeline, and explained the Supplemental Environmental Impact Statement.
6. Sandvik introduced HNTB. Mario from HNTB gave the presentation.
7. Wagner asked about the potential station at North Memorial Hospital. HNTB staff clarified that their scope did not include the North Memorial station. Sandvik explained that city staff and the project office are in communication with staff at North Memorial.
8. Blonigan asked if the HNTB study looked at alignments on the side of the road rather than the center. Project staff discussed.
9. Murphy asked if project staff analyzed ridership data to justify two stations in Robbinsdale. HNTB staff noted the report and the Director of Engineering and Design noted the environmental impact statement which will include a ridership model. Murphy asked about the ridership numbers produced from pre-pandemic data. Project staff noted that the Federal Transit Authority's guidance is to run ridership models with pre-covid numbers due to uncertainty of numbers post-covid. Murphy asked for a timeline on when the Council would have final ridership numbers and project staff responded that they could pull a range of numbers within the next month. Murphy asked if the data will be looking at bus rapid transit and staff responded that it will not.

10. Blonigan asked for an explanation of the Vissim model, HNTB explained the model.
11. When discussing the park and ride location options, the Hennepin County Director of Transit noted that the park and ride should be in close proximity to the station.
12. Murphy asked if there would be a park and ride in Crystal, project staff responded that the current proposal is an approximately 160 spot surface lot in addition to the existing park and ride just north in Brooklyn Park. Wagner asked if park and ride can be used by both transit riders and shoppers to access nearby commercial businesses, project staff responded yes. HNTB staff noted that a park and ride further north on County Road 81 (CR81) would benefit business access.
13. Blonigan noted his preference for the location on 41st Avenue rather than 40th Avenue because it is more centrally located to downtown and riders would be more likely to access downtown businesses.
14. Pearson asked about the surface parking lot numbers accounting for bus space as well and staff responded that the numbers do include bus space.
15. Murphy asked if Elim Church is still an option for a park and ride location. Sandvik and project staff explained that Elim Church is an option for redevelopment.
16. Wagner asked about the traffic patterns with US Bank as the location option. HNTB explained that they don't have the traffic patterns for US Bank but can produce them.
17. Blonigan asked if the project was planning to include turn styles, project staff responded no.
18. Wagner asked about infrastructure for electric vehicle (EV) charging at park and rides, staff responded that they would consider multimodal transportation options including EV charging stations.
19. Webb asked about the design, construction and security of other park and rides. Project staff responded that a proposed park and ride would include traditional security including lighting, cameras, and open areas. Wagner asked if light pollution is considered. Webb discussed safety measures for a park and ride that community members will find safe. Murphy asked if the environmental impact statement includes safety concerns.
20. Blonigan asked if there is new technology for traffic lights to operate differently during different times of the day. HNTB staff responded yes and explained some of the technologies.
21. Bolton & Menk gave their presentation.
22. Webb stated that the aesthetics of the project is really important to community members. Webb would like to know what the park and ride will look like and if there is updated technology and equipment that the city can request. Bolton & Menk staff responded that

from a design standpoint a park and ride should be discreet, visible but not overwhelming, and in scale with its surroundings.

23. Wagner asked if parking space numbers should be planned conservatively or with larger numbers in mind and Bolton & Menk staff asked what the Council prefers.
24. Blonigan discussed the three factors posed by Bolton & Menk: lane configuration, traffic operations, and streetscape & pedestrian safety.
25. Blonigan noted the presentation referring to CR81 as the “front door” of Robbinsdale and asked what the Council thinks about that. Webb explained that she likes to think of CR81 as the front door because it connects people to neighboring communities. Murphy explained that CR81 gives Robbinsdale a lot of visibility. Project staff noted that CR81 has opportunity to be improved, Parisian agreed and noted her priorities for bicycle and pedestrian improvements. Wagner agreed and highlighted environmental factors, green elements, historical and educational elements, meaningful amenities, solar panels, and prioritizing Robbinsdale residents’ needs.
26. Murphy stated that he thinks the development opportunity alone does not justify light rail and that development will happen regardless.
27. Webb asked about displacement in Minneapolis as a result of LRT and Hennepin County responded that there will be some acquisition of properties. Webb stated that pedestrian safety is important to her and residents.
28. Blonigan stated his feelings that the project is not communicating enough to Robbinsdale businesses about anti-displacement information and resources and that there needs to be a plan. Sandvik discussed the anti-displacement work group and business advisory committee efforts. Project staff have been door knocking with businesses along the corridor.
29. Webb noted that a lot of light rail conversations are hypothetical and residents are concerned with whether or not the light rail is coming and they want to know about municipal consent. Hennepin County stated that they and the Met Council are advancing the project under the assumption that light rail is happening.
30. Project staff confirmed the Council’s priorities: pedestrian safety, conservative parking garage size, aesthetics, distinctly Robbinsdale characteristics, and accessibility.
31. Project staff explained that stations have a uniform footprint with design elements that match the neighborhoods they are in.
32. Sandvik encouraged the Council to connect with project staff, city staff, and continue conversations about light rail project details and priorities.

Staff Updates

33. None.

Council Updates

34. None.

ADJOURNMENT

35. Mayor Pro Tem Wagner adjourned the meeting at 8:26 p.m.

Kayla Kirtz, Recorder

Aaron Wagner, Mayor Pro Tem

**City of Robbinsdale
Ward 1 Special Election Canvas Board Meeting Minutes
February 21, 2023**

CALL TO ORDER

1. Mayor William A. Blonigan called the meeting to order at 6:30 p.m.

ROLL CALL

2. Present: Webb, Parisian, Wagner, Mayor Blonigan
Absent: None
Staff: Tim Sandvik, City Manager; Dustin Leslie, City Clerk.

MOTION CERTIFYING THE RESULTS OF THE 2/14/23 SPECIAL ELECTION

3. Leslie gave the report noting Regan Murphy received the most votes. Leslie also thanked staff, election judges, and the county for their help in running the special election.
4. Member Webb **MOVED**, seconded by Member Parisian to certify the Ward 1 Council Member results for the Tuesday, February 14, 2023 Special Election. The vote was unanimous and the motion carried.

MOTION TO ADJOURN

5. Member Wagner **MOVED**, seconded by Member Parisian to adjourn the meeting at 6:35 p.m. The vote was unanimous and the motion carried.

Sherry O'Donnell, City Clerk

William A. Blonigan, Mayor

**ROBBINSDALE HUMAN RIGHTS COMMISSION
MEETING MINUTES
January 26, 2023**

The meeting was called to order at 7:05p.m.

Members present	Vanausdall- Smith, Hansen, Nailon, Fox, Lee
Member absent	Ralston Aoki,
Member excused	Beahen
Staff Present and other	Dengnoue, Council member Webb, resident Melanie Sedqi

Chair Fox asked for introductions from all attendees (guests, commissioners).
The topic "Role of the HRC" was tabled to the next meeting.

APPROVAL OF AGENDA AND MINUTES:

MOVED by Hansen to approve agenda, second by Lee and Nailon. **MOTION CARRIED.**
MOVED by Hansen to approve minutes of October 27, 2022, second by Nailon. **MOTION CARRIED.**

Council Member Webb mentioned that she wanted the HRC to know that she was working on the Black History Month Proclamation and would like the HRC to review document once it is completed. The HRC voted to support the proclamation by Council member Webb for this year, and it was agreed that in the fall Council member Webb would attend the HRC meeting to discuss /plan/write the proclamation for the year 2024.

MOVED by Chair Fox for the HRC to support Council member Webb on the Black History Month resolution going to council, second by Lee. **MOTION CARRIED.**

CHAIR REPORT:

Chair Fox – shared that there is an upcoming Jim Crow documentary on TPT that she hopes the HRC will watch. She will email information to Liaison Dengnoue to be share with the rest of the commissioners.

HRC will meet on February 2, 2023 at 6pm to work on strategy planning for the year 2023.

There were conversations about the HRC decision on whether or not they want to keep their City issued emails. it was agreed that for the moment all city information to be shared be sent to city issued emails as well as personal emails.

OLD BUSINESS:

- A. Honoring Philando Castile- tabled to next meeting
- B. Commission Outreach efforts – the Historical Society will meet with the HRC.
- C. Report from Fox talking points for meeting with other commissions – tabled to next meeting

- D. Racism is a Public Health Crisis – Vanausdall- Smith and Ralston Aoki met with North Memorial to talk about health issues they want to address. This was an introductory meeting and went well. There will be an upcoming meeting with North Memorial.
- E. Crime Free Housing – there was an excel sheet sent from Chair Fox which will need to be resent to commissioners. Staff liaison to resend document into a PDF form is possible.
- F. Discussion about next meeting with Council- tabled to next meeting. to be discussed during the strategy planning meeting.
- G. Report from Wyant about resources for filling a police complaint – commissioner resigned. Commissioner Hansen volunteered to compile and create the proposal for council.
- H. Invitation to help shape Robbinsdale's energy future- commissioner Hansen will continue to attend the meetings along with the city of Robbinsdale.

NEW BUSINESS:

- A. Public initiated topics – Chair Fox shared information about an incident that happened in 2018 involving RB Police. The HRC would like to receive follow up on what the city has done so far regarding the judge's order.

MOVED by Nailon to request from the city staff and Council an update on the outcome of the successful lawsuit against the city, including what steps have been taken by the city and the Robbinsdale Police Department to comply with the judge's order. Seconded by Hansen.

MOTION CARRIED.

- B. Name designation of Sanborn Park and other city entities – the HRC would like to encourage council to take a close look at all city name and designated entities, to call upon HRC if needed.

Discussed the background of Sanborn Park, and its namesake, a contractor who sold housing tracks with racially restrictive covenants.

MOVED by Fox to encourage the Council to take a look at Sanborn for possible renaming, and to research all city named designated entities (parks, etc.). The HRC is willing to assist in this research if needed and asked. Second by Lee. **MOTION CARRIED.**

- C. DEI in the city of Robbinsdale – HRC encourages the city to have a staff designated to DEI work.

D. Commissioner application – **MOVED** by Sarah Vanausdall- Smith to accept and forward Melanie Sedqi application to council for appointment, second by Hansen. **MOTION CARRIED.**

E. Election of new Chair and Vice Chair - there was voting of new commission Chair and Vice-Chair. For the year, 2023 Commissioner Lee was voted as new Chair, and commissioner Hansen was voted as Vice-Chair.

COMMISSIONER REPORT/UPDATES:

Hansen – energy team meeting early this year

Blue line meeting – none so far this year

Hennepin county budget – not open to other cities

Beahen –staff liaison read email she sent to the group

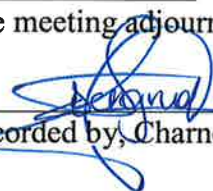
Lee- conversion therapy bill passed

OTHER BUSINESS:

None.

ADJOURNMENT

The meeting adjourned at 9:12 p.m.


Recorded by, Charnelle Dengnoue



ROBBINSDALE PARKS, RECREATION & FORESTRY COMMISSION

Tuesday, January 24, 2023 Minutes

Robbinsdale City Hall

The Parks, Recreation, and Forestry Commission is an advisory commission to the City Council on matters relating to the City's parks system, recreation programs, and forestry activities.

1) Commission Meeting Called to Order at 7:05 pm by Chair Hill

Present: Jennifer Hill, Raymond Blackledge, Danny Sussman, Michelle Vaith, Nicholas Erdos-Thayer

Excused: Damien Rochon-Washington

Others: Ryan Parks, Recreation Services Manager, Denise Beck

2) Approval of Regular Meeting Minutes: Blackledge moved, seconded by Sussman to approve the October 25, 2022 regular meeting minutes. Motion carried.

3) New Business

A)

- Orientation packet and oath of office: Parks briefly went through the orientation packet that was sent out prior to the meeting and asked the commission if they had any questions about the materials. Commissioners asked if they were keeping their City email addresses. Parks stated that he was meeting with the City Manager and other commission liaisons to discuss whether or not commissioners would be keeping them.
- Election of officers: Hill moved to nominate Sussman as Chair and Vaith as Vice Chair, seconded by Blackledge. Motion carried.

4) Old Business

A) Equity in Recreational Programming:

- Community Gardens: Parks mentioned that all the materials for the 10 new raised garden beds that are being added to the community garden site were purchased in the fall and are being built this winter. The new garden beds were partially funded by Hennepin County as part of the Find your 5 initiative. The city will be receiving more funding from the county in 2023 and Parks stated that the city would most likely use the funding for another community garden site or for a fruit tree orchard.
- Adaptive programming: Adaptive gatherings and athletic leagues will be new to program offerings for participants with developmental disabilities. These programs are being offered cooperatively with the cities of Crystal, Golden Valley, and New Hope.

B) Program Updates: Parks mentioned the new Recreation Services Newsletter was almost finished and would be sent to Visions for printing in the next few weeks. The goal is to have the newsletters in mailboxes before the end of the month. The newsletter will be sent out twice a year (spring/summer and fall/winter).

C) Park Projects: Parks reported that Sanborn Park improvements will be discussed at a future goals session with the City Council.

5) City Reports & Updates

A) Parks: The Parks department have been busy plowing snow on streets, sidewalks, parking lots and park trails, hockey rink maintenance, playground checks, purchased supplies for raised community garden beds, and supplies for remodel project at Public Safety.

B) Recreation: Recreation Services has posted the Summer Program Coordinator position and will soon post Recreation Leader and Park Ambassador positions.

C) Forestry: Forestry has been working on routine GIS updates to tree inventory and infested private ash tree inventory, private ash tree inspections, submitted first report to DNR for ash tree grant, planning 2023 work on prairie & raingarden plantings with Prairie Restoration.

6) Adjournment: Vaith moved, seconded by Erdos-Thayer to adjourn the meeting at 7:54 pm. Motion carried.

Next meeting scheduled for **7:00 p.m. Tuesday, February 28, at Robbinsdale City Hall.**

Ryan Parks, Recorder



City of Robbinsdale

TO: Mayor and City Council
FROM: Tim Sandvik, City Manager
DATE: March 7, 2023
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 3/7/23.

Tim Sandvik, City Manager

CONCURRENCE:

Sherry O'Donnell, City Clerk

Contractor Licenses for Council Approval

<u>Name</u>	<u>Licensee Type</u>	<u>Fee Amount</u>
ADAM'S ON-TIME PLBG & WTR HTRS LLC	Plumbing Contractor	\$50.00
CHAMPION PLUMBING	Plumbing Contractor	\$50.00
ERICKSON PLUMBING HEATING & COOLING	Plumbing Contractor	\$50.00
FFM, LLC	Mechanical Contractor	\$50.00
MAD CITY HOME IMPROVEMENTS LLC	Plumbing Contractor	\$50.00
MR PLUMBING AND DRAINS LLC	Plumbing Contractor	\$50.00
NORBLOM PLUMBING	Plumbing Contractor	\$50.00
NORD EXCAVATING INC.	Demolition	\$50.00
NORD EXCAVATING INC.	Excavation Contractor	\$50.00
TWIN CITIES SEWER & WATER LLC	Sewer / Water Contractor	\$50.00
TWIN CITIES SEWER & WATER LLC	Excavation Contractor	\$50.00
WESTAIR INC	Mechanical Contractor	\$50.00

Number of Licenses Requesting Council Approval:

12

BUSINESS LICENSES FOR COUNCIL APPROVAL

03/07/2023

License Type	Applicant	License Fee
Temporary Liquor	Church of the Sacred Heart	50.00



City of Robbinsdale

MEMORANDUM

TO: City Council
FROM: Tim Sandvik, City Manager
DATE: March 7, 2023
RE: Robbinsdale Wine & Spirits' Monthly Financial Statements

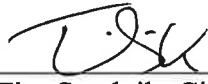
Attached are the Robbinsdale Wine & Spirits' financial reports for the month of January 2023 prepared by the Finance department. The report includes monthly and year to date amounts for 2023 with comparable amounts to 2022.

Year to date sales are \$287,329, which is less \$6,156 from the prior year. Gross profit on sales is at \$71,373 compared with \$81,287 in 2022. Gross profit year to date is at 25%, which is a little lower than the target. Net income before transfers for the year is -\$6,005, compared to a net income of \$6,258 in 2022.

The scheduled rent payments for the Hy-Vee location are \$12,075/month.

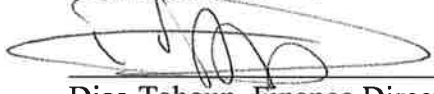
Recommendation

Approve a motion to acknowledge the Robbinsdale Wine & Spirits' financial reports for the month of January 2023.



Tim Sandvik, City Manager

CONCURRENCE:



Diaa Tahoun, Finance Director

City of Robbinsdale
Deputy Registrar
Profit and Loss Statement From Operations
For Period Ending January 31, 2023

			Year to Date		% Inc (Dec) from Previous Year
	Jan-2023	Jan-2022	2023	2022	
Notary Fees	5.00	-	-	-	0.0%
Motor Vehicle Fees	25,094	26,593	25,094	26,593	(5.6%)
Boat/Snow/ATV/ORV Fees	1,908	315	1,908	315	505.7%
Fish & Game Fees	24	3	24	3	0.0%
Passport Fees	11,927	10,831	11,927	10,831	10.1%
Cash Over & Short		-	-	-	0.0%
Other Revenue	168	(182)	168	(182)	(192.3%)
Revenues	39,126	37,560	39,121	37,560	4.2%
Operating Expenses:					
Personal Services	21,688	26,769	21,688	26,769	(19.0%)
Supplies & Repairs	174	303	174	303	(42.6%)
Internal Serv Charges	7,275	6,633	7,275	6,633	9.7%
Other Charges & Services	887	611	887	611	45.2%
Other (Income) Expense		-	-	-	0.0%
Total	30,024	34,316	30,024	34,316	(12.5%)
Operating Income / (Loss)	9,102	3,244	9,097	3,244	
Percent to Revenues	23%	9%	23%	9%	



City of Robbinsdale

MEMORANDUM

TO: City Council
FROM: Tim Sandvik, City Manager
DATE: March 7, 2023
RE: Deputy Registrar's Monthly Financial Statements

Attached are the Deputy Registrar's financial reports for the month of January 2023 prepared by the Finance department. The reports include monthly and year to date amounts for 2023 with comparable amounts to 2022.

Year to date revenues are \$39,126 which is \$1,566 more than the prior year. Expenditures were lower by \$4,292. There is a net gain before transfers of \$9,102 year to date, which is \$5,858 more than last year.

Passport revenue year to date increased \$1,096, (10.1%) and motor vehicle fees have decreased \$1,499, (-5.6%).

Recommendation

Approve a motion to acknowledge the Deputy Registrar's financial reports for the month of January 2023.

Tim Sandvik, City Manager**CONCURRENCE:**

Diaa Tahoun, Finance Director

City of Robbinsdale
Robbinsdale Wine & Spirits
Profit and Loss Statement From Operations
For Period Ending January 31, 2023

			Year to Date		Amount Difference	% Inc (Dec) from Previous Year
	Jan-2023	Jan-2022	2023	2022		
Sales	287,329	293,485	287,329	293,485	(6,156)	(2.1%)
Less Customer Discounts	3,841	3,723	3,841	3,723	118	3.2%
Net Sales	283,488	289,762	283,488	289,762	(6,274)	(2.2%)
Cost of Sales	212,115	208,475	212,115	208,475	3,640	1.7%
Gross Profit	71,373	81,287	71,373	81,287	(9,914)	(12.2%)
Percent to Net Sales	25%	28%	25%	28%	158%	
Operating Expenses:						
Personal Services	41,314	36,749	41,314	36,749	4,565	12.4%
Supplies & Repairs	1,547	2,023	1,547	2,023	(476)	(23.5%)
Other Charges & Services	19,107	19,918	19,107	19,918	(811)	(4.1%)
Rent	14,325	15,437	14,325	15,437	(1,112)	(7.2%)
Depreciation	1,208	1,042	1,208	1,042	166	15.9%
Other (Income) Expense	(123)	(140)	(123)	(140)	17	0.0%
Total	77,378	75,029	77,378	75,029	2,349	3.1%
Operating Income / (Loss)	(6,005)	6,258	(6,005)	6,258	(12,263)	(196%)
Percent to Net Sales	-2%	2%	-2%	2%		

	Current Month Analysis				
	Liquor	Wine	Beer	Misc	Totals
Sales	120,997	51,902	105,442	5,147	283,488
Inventory of January 1	291,337	172,050	96,552	7,798	567,737
Purchases	59,161	31,580	77,975	3,761	172,477
Less Inventory of January 31	263,617	164,575	91,838	8,069	528,099
Cost of Sales	86,881	39,055	82,689	3,490	212,115
Gross Profit	34,116	12,847	22,753	1,657	71,373
Percent to Net Sales	28%	25%	22%	32%	25%

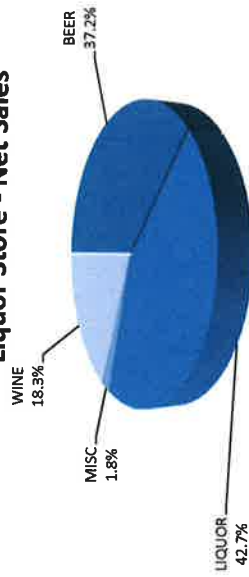
City of Robbinsdale
Robbinsdale Wine & Spirits
Profit and Loss Statement From Operations
For Period Ending January 31, 2023

Sales / Cost of Sales Analysis

			Year to Date		% Inc (Dec) from Previous Year
	Jan-2023	Jan-2022	2023	2022	
Liquor Sales	120,997	123,900	120,997	123,900	(2.3%)
Liquor Cost of Sales	86,881	84,715	86,881	84,715	2.6%
Gross Profit	34,116	39,185	34,116	39,185	(12.9%)
Percent to Net Sales	28%	32%	28%	32%	
Wine Sales	51,902	57,476	51,902	57,476	(9.7%)
Wine Cost of Sales	39,055	36,349	39,055	36,349	7.4%
Gross Profit	12,847	21,127	12,847	21,127	(39.2%)
Percent to Net Sales	25%	37%	25%	37%	
Beer Sales	105,442	103,532	105,442	103,532	1.8%
Beer Cost of Sales	82,689	84,124	82,689	84,124	(1.7%)
Gross Profit	22,753	19,408	22,753	19,408	17.2%
Percent to Net Sales	22%	19%	22%	19%	
Misc Sales	5,147	4,854	5,147	4,854	6.0%
Misc Cost of Sales	3,490	3,287	3,490	3,287	6.2%
Gross Profit	1,657	1,567	1,657	1,567	5.7%
Percent to Net Sales	32%	32%	32%	32%	
Total Sales	283,488	289,762	283,488	289,762	(2.2%)
Total Cost of Sales	212,115	208,475	212,115	208,475	1.7%
Gross Profit	71,373	81,287	71,373	81,287	(12.2%)
Percent to Net Sales	25%	28%	25%	28%	

JANUARY 2023

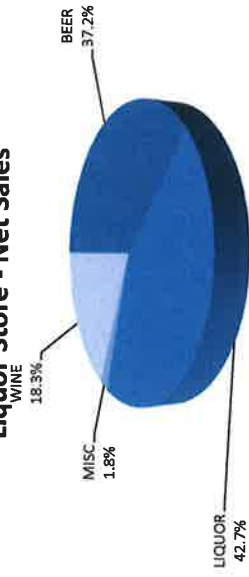
Liquor Store - Net Sales



January 2023		Net Sales per Dept	% Net Sales of Total
BEER	6401.4763	105,442	37.2%
LIQUOR	6401.4761	120,997	42.7%
MISC	6401.4764	5,147	1.8%
WINE	6401.4762	51,902	18.3%
		283,488	

Yearly 2023

Liquor Store - Net Sales



Total 2023		Net Sales per Dept	% Net Sales of Total
BEER	6401.4763	105,442	37.2%
LIQUOR	6401.4761	120,997	42.7%
MISC	6401.4764	5,147	1.8%
WINE	6401.4762	51,902	18.3%
		283,488	



City of Robbinsdale

TO: Mayor and City Council
 FROM: Tim Sandvik, City Manager
 DATE: March 7, 2023
 RE: Resolution Supporting Application to Host GreenCorps Member

Background:

In 2022 the City of Robbinsdale applied and was approved to be a host site for the 2022-2023 Minnesota GreenCorps program year. Abby Drehmel, GreenCorps member for the City of Robbinsdale, focuses on waste reduction, recycling, and organics management. Since September of 2022, Abby has installed an organics recycling program at City Hall, created educational materials for staff and community members on waste, recycling, and organics best practices, conducted outreach with local multifamily housing and businesses, and interacted with the community through neighborhood trash clean ups. The City has seen tremendous value in hosting a GreenCorps member and is pursuing the opportunity to host another member in 2023-2024. Upon selection by the Minnesota Pollution Control Agency, the member would serve with the City from September 2023 through August 2024.

The Minnesota GreenCorps program has identified four overarching focus areas to meet program goals: air pollutant reduction, community readiness and outreach, green infrastructure improvements, and waste reduction, recycling, and organics management. It is recommended that the City apply to host an Air Pollutant Reduction GreenCorps member to assist with the facilitation of the City's future Energy Action Plan, which will be finalized and approved in the summer.

Potential duties of an Air Pollutant Reduction member:

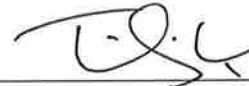
1. Assist with the implementation of the strategies and tactics identified during Robbinsdale's Partners in Energy planning process
2. Generally promote energy conservation and air pollution reduction across city operations
3. Conduct outreach with residents, businesses, landlords, and organizations to educate on energy conservation and air pollution reduction
4. Support the City's involvement in the EV Smart program
5. Identify funding opportunities to finance retrofits, energy audits, energy savings, or electric vehicle infrastructure
6. Mobilize volunteers to assist in energy conservation outreach
7. Conduct a City fleet survey to prepare for EV conversion
8. Create promotional materials about the environment and sustainability best practices for City communications

9. Generally support GreenStep City efforts

The application requires a resolution from the governing board supporting the city's application.

Recommendation:

By motion waive the reading and order the adoption of Resolution No. ____ "A RESOLUTION SUPPORTING THE CITY OF ROBBINSDALE TO APPLY TO HOST A MINNESOTA GREENCORPS MEMBER DURING THE 2023-2024 PROGRAM YEAR."



Tim Sandvik, City Manager

CONCURRENCE:



Kayla Kirtz, Assistant to City Manager – Communications

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 7th day of March, 2023.

RESOLUTION NO. _____

A RESOLUTION SUPPORTING THE CITY OF ROBBINSDALE TO APPLY TO HOST A MINNESOTA GREENCORPS MEMBER DURING THE 2023-2024 PROGRAM YEAR

WHEREAS, the City of Robbinsdale has applied to host an AmeriCorps member from the Minnesota GreenCorps, a program of the Minnesota Pollution Control Agency (MPCA), for the 2023-2024 program year; and

WHEREAS, if the MPCA selects the City of Robbinsdale, the organization is committed to implementing the proposed project as described in the host site application, and in accordance with pre-scoped position description; and

WHEREAS, the MPCA requires that the City of Robbinsdale enter into a host site agreement with the MPCA that identifies the terms, conditions, roles and responsibilities;

NOW THEREFORE, BE IT HEREBY RESOLVED THAT the City of Robbinsdale hereby agrees to enter into and sign a host site agreement with the MPCA to carry out the member activities specified therein and to comply with all of the terms, conditions, and matching provisions of the host site agreement and authorizes and directs the City Manager to sign the grant agreement on its behalf.

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 7th DAY OF MARCH, 2022.

William A. Blonigan, Mayor

ATTEST:

Dustin Leslie, City Clerk



City of Robbinsdale

To: Mayor and City Council
From: Tim Sandvik, City Manager
Date: March 7, 2023
Subject: Smoke Shop THC Sales License

Background

Eziya Abuhadid, owner of the Smoke Shop, 4080 West Broadway, submitted an application for the selling of THC products.

Analysis/Conclusion

The Police Department has conducted a background investigation and the Police Chief approved the license application.

Zoning approved the application noting that all exterior signs require permits. Signs in windows are allowed. No flashing or intermittent lighting is allowed.

Recommendation

Consider approval of the THC sales license submitted by the Smoke Shop, 4080 West Broadway, subject to zoning conditions noted in this memo.

A handwritten signature in black ink, appearing to read 'T. Sandvik', written over a horizontal line.

Tim Sandvik, City Manager

CONCURRENCE:

A handwritten signature in black ink, appearing to read 'Sherry O'Donnell', written over a horizontal line.

Sherry O'Donnell, City Clerk



City of Robbinsdale

TO: Mayor and City Council
 FROM: Tim Sandvik, City Manager
 DATE: March 7, 2023
 RE: Robin Center - Mobile Food Unit In Excess of 10 Days/Year

Background

In 2016, Zoning Code 520.05, Subd.3 (12) was revised to permit mobile food units (aka food trucks) as accessory uses in B-3 and B-4 and the use at any site shall be limited to no more than 3 consecutive days and a total of 10 days in a calendar year. This code also states that if a property requests more than 10 days/year, City Council approval is required.

Analysis/Conclusion

In 2022, Taqueria Victor Hugo 2, LLC, parked in lower Robin Center beginning in April. For 2023, Taqueria Victor Hugo 2, LLC, is requesting to park in lower Robin Center again beginning around March 20, 2023 until the end of the year as weather permits. They would be parked Monday-Saturday, 10 a.m. to 8 p.m. The site plan is attached showing staff's recommended location to park. The plan review fee of \$25 has been paid. Robin Center has approved.

The Police Chief approved the site plan. Planning/zoning approve noting that any signs require permits. The Community Development Coordinator would also like to note that Chipotle has expressed an interest to construct on the Robin Center parking lot. If this should occur, Taqueria Victor Hugo taco truck, may need to relocate in the parking lot if adequate space is available, per city staff direction. If there is no adequate space available, city staff asks for the authority to terminate the taco truck license prior to the end of the year (2023), if necessary.

The Public Works Director/City Engineer approves with conditions:

1. All waste material generated be disposed of in an appropriate manner.
2. Clean up any stray refuse after each day of operation, or more often, if necessary.

The food truck/mobile food unit is required to provide a copy of their state license, description of food items, and their safety plan. These items have been received. The license fee is \$25 and has been paid.

Recommendation

By motion,

1. Approve the parking of Taqueria Victor Hugo 2 to park in lower Robin Center beginning around March 20, 2023 from 10 am to 8 pm, Monday-Saturday with conditions as requested by the Public Works Director/City Engineer; as well as staff authority to relocate the food truck, or terminate the license if necessary, if Chipotle begins construction in 2023.
2. Approve the mobile food unit license.

Tim Sandvik, City Manager

Sherry O'Donnell, Interim City Clerk



PARCEL ID: 0602924130128

OWNER NAME: Robin Center Partners Llc

PARCEL ADDRESS: 4050 Lakeland Ave N,
Robbinsdale MN 55422

PARCEL AREA: 4.23 acres, 184,357 sq ft

A-T-B: Both

SALE PRICE: \$14,000,000

SALE DATE: 12/2021

SALE CODE: Excluded From Ratio Studies

ASSESSED 2021, PAYABLE 2022
PROPERTY TYPE: Commercial-Preferred
HOMESTEAD: Non-Homestead
MARKET VALUE: \$5,978,000
TAX TOTAL: \$208,737.50

ASSESSED 2022, PAYABLE 2023
PROPERTY TYPE: Commercial
HOMESTEAD: Non-Homestead
MARKET VALUE: \$6,317,000

Comments:

☒ FOOD TRUCK
LOCATION
RECOMMENDED
BY STAFF

This data (i) is furnished 'AS IS' with no representation as to completeness or accuracy; (ii) is furnished with no warranty of any kind; and (iii) is not suitable for legal, engineering or surveying purposes. Hennepin County shall not be liable for any damage, injury or loss resulting from this data.

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COUNTY 2023



City of Robbinsdale

MEMORANDUM

To: Mayor and Council Members
From: Tim Sandvik, City Manager
Date: March 7, 2023
Re: Bond Reimbursement Resolution

Background

The 2023-2032 Capital Improvement Plan (CIP) and the 2023 Budget included various street construction, utility projects, and various capital equipment that were planned to be financed in part through the issuance of General Obligation Street, Utility Improvement Bonds, and Equipment Certificates.

Analysis/Conclusion

The CIP document included a source of financing for the projects and equipment to be from bonds. As part of the bond issuance process, it is recommended that the City adopt the attached reimbursement resolution for the improvement project. The resolution sets forth the City's desire to reimburse itself for the listed projects for any costs incurred beginning 60 days prior to the resolution. This resolution in no way provides the authority for the issuance of bonds. The bonds planned to be issued will be brought before the City Council for approval at a later date.

Recommendation

By motion, waive the reading and order the adoption of the resolution declaring the official intent of the City of Robbinsdale to reimburse certain expenditures from the proceeds of bonds to be issued by the City (shown as Exhibit 1).

Concurrence:

Daa Tahoun, Finance Director

Tim Sandvik, City Manager

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 7th day of March 2023.

RESOLUTION NO.

**DECLARING THE OFFICIAL INTENT OF THE
CITY OF ROBBINSDALE TO REIMBURSE
CERTAIN EXPENDITURES FROM THE PROCEEDS
OF BONDS TO BE ISSUED BY THE CITY**

WHEREAS, the Internal Revenue Service has issued Treas. Reg. § 1.150-2 (the "Reimbursement Regulations") providing that proceeds of tax-exempt bonds used to reimburse prior expenditures will not be deemed spent unless certain requirements are met; and

WHEREAS, the City of Robbinsdale, Minnesota (the "City") expects to incur certain expenditures that may be financed temporarily from sources other than bonds, and reimbursed from the proceeds of a tax-exempt bond; and

WHEREAS, the City has determined to make this declaration of official intent (the "Declaration") to reimburse certain costs from proceeds of bonds in accordance with the Reimbursement Regulations;

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

1. The City proposes to undertake the purchase of various equipment for the public works department (including a water truck, dump truck, and sidewalk machine) and equipment for the fire department (including self-contained breathing apparatus) (the "Equipment"). The City further proposes to undertake the construction of various street and utility projects (the "2023 Street and Utility Projects").

2. The City reasonably expects to reimburse the expenditures made for certain costs of the Equipment from the proceeds of bonds in an estimated maximum principal amount of \$610,000. The City reasonably expects to reimburse the expenditures made for certain costs of the 2023 Street and Utility Projects from the proceeds of bonds in an estimated maximum principal amount of \$10,150,000. All reimbursed expenditures will be capital expenditures, costs of issuance of the bonds, or other expenditures eligible for reimbursement under Section 1.150-2(d)(3) of the Reimbursement Regulations.

3. This Declaration has been made not later than sixty (60) days after payment of any original expenditure to be subject to a reimbursement allocation with respect to the proceeds of bonds, except for the following expenditures: (a) costs of issuance of bonds; (b) costs in an amount not in excess of \$100,000 or five percent (5%) of the proceeds of an issue; or (c) "preliminary expenditures" up to an amount not in excess of twenty percent (20%) of the aggregate issue price of the issue or issues that finance or are reasonably expected by the City to finance the project for which the preliminary expenditures were incurred. The term "preliminary expenditures" includes architectural, engineering, surveying, bond issuance, and similar costs that are incurred prior to commencement of acquisition, construction or rehabilitation of a project, other than land acquisition, site preparation, and similar costs incident to commencement of construction.

4. This Declaration is an expression of the reasonable expectations of the City based on the facts and circumstances known to the City as of the date hereof. The anticipated original expenditures for the Equipment and the 2023 Street and Utility Projects and the principal amount of the bonds described in paragraph 2 are consistent with the City's budgetary and financial circumstances. No sources other than proceeds of bonds to be issued by the City are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside pursuant to the City's budget or financial policies to pay such expenditures.

5. This Declaration is intended to constitute a declaration of official intent for purposes of the Reimbursement Regulations.

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 7TH DAY OF MARCH 2023.

William A. Blonigan, Mayor

ATTEST:

Sherry O'Donnell, Acting City Clerk

Presentation A

Sustainability Update



City of Robbinsdale Sustainability

Kayla Kirtz, Assistant to City Manager – Communications

Abby Drehmel, MN GreenCorps Member

3/7/2023

1

City of Robbinsdale

Agenda

- Background
- GreenStep Cities
- Partners in Energy
- GreenCorps
- Looking ahead



**GreenStep
Cities**



XcelEnergy®

PARTNERS IN ENERGY
An Xcel Energy Community Collaboration





Background

- Joined the GreenStep Cities program in August 2019
- GreenStep Step 2 City designation in June 2020
- Climate Emergency declared in Robbinsdale in January 2022
- Assistant to City Manager Kayla Kirtz hired September 2022
- GreenCorps member Abby Drehmel started year of service September 2022
- Partners in Energy kickoff September 2022

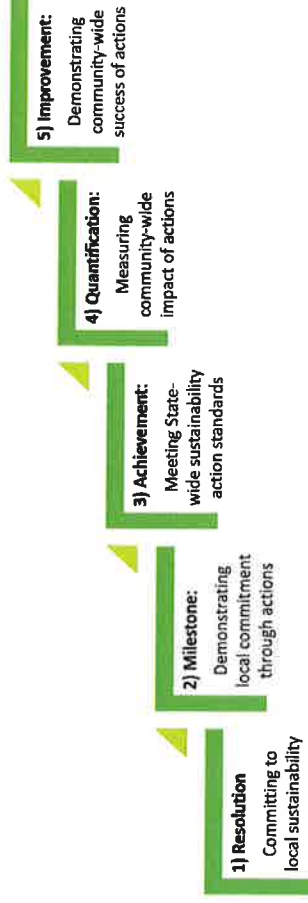


Minnesota
GreenStep Cities



5 categories, 29 best practices:

- Buildings and Lighting
- Land Use
- Transportation
- Environmental Management
- Resilient Economic and Community Development



Step 2 – June 2020



- 10+ years of energy data for most public buildings
- Updated HVAC systems, LED lighting retrofits, automatic doors, and window replacements
- Residential water efficiency grants
- Native prairie plantings permitted by ordinance
- LED streetlights + traffic signals, solar powered street signs
- Comprehensive Plan
- TOD Zoning Overlay District
- Dense multi-family housing adjacent to commercial district
- ADUs/studios/efficiency apartments allowed in selected zones
- Block structure utility rates to incentivize reduced water usage
- Curbside organics collection
- Small battery powered parks maintenance equipment
- Accessible public transit
- Complete Streets Resolution
- Pedestrian/Bicycle Plan
- Illuminated bus routes signage, bike racks
- Membership in community solar garden
- Certified as a Tree City USA for 40+ years
- Best practices for urban tree planting
- Rainwater cistern
- Water treatment plant green roof
- Rain gardens required in redevelopment
- Salt usage best practices
- Member of Shingle Creek and Bassett Creek Watersheds
- Capital Improvement Plans
- EV chargers at Hy-Vee

3/7/2023

5

City of Robbinsdale

Step 3



- ☐ Adopt a sustainable purchasing policy or administrative guidelines
- ☐ Organize goals/outcomes from city plans and report to community members on progress – annual sustainability report
- ☐ Participate in outreach to connect businesses with energy, waste, or sustainability assistance

- ✓ Prominently identify mobility options
- ✓ Use a city commission/committee to coordinate sustainability best practices
- ✓ Conduct a buy local campaign for local businesses
- ✓ Prepare to maintain public health and safety during extreme weather and climate-change related events

What's Next

- April 1 submission deadline
- Official recognition in June



GreenStep Cities



XcelEnergy®

PARTNERS IN ENERGY

An Xcel Energy Community Collaboration



- Kicked off in September 2022
- Recruited 18 Energy Action Team members
- Facilitators from Xcel Energy and Center for Energy and Environment
- 4 of 5 community workshops complete
- Plan presented to Council this summer
- Final product: Energy Action Plan



3/7/2023

8

City of Robbinsdale



- Coordinated by the Minnesota Pollution Control Agency

- 46 members throughout the state of MN

- 4 topic areas:

1. Air Pollution Reduction
2. Green Infrastructure Improvements
3. Community Readiness and Outreach
4. Waste Reduction, Recycling, and Organics Management

Accomplishments

- Trash or Treat – community trash pick-up event
- Lunch and Learn – introducing organics recycling to city staff
- Starting the Organics Pilot Program
- Hennepin County's Plastic Free Challenge





LUNCHROOM ORGANICS	
All food	
Food-soiled paper	



RECYCLING			
All recycling must be CLEAN and DRY			
Paper	Glass	Plastic	Metal
*NO BLACK PLASTIC, PLASTIC FILM, STRAWS, OR WRAPPERS			

Involvement



- Xcel Energy Electric Vehicles and Infrastructure in MN – September
- Reuse22 – October
- Association of Recycling Managers Workshop – October
- Recycling Association of Minnesota – April 2023



Future Projects



- More trash pick-ups!!
- Working with multi-family units in partnership with Waste Wise
- Working with restaurants in partnership with MNimimize
- Continued education on organics recycling in city hall
 - Hopefully expanding to other public buildings
- Composting at the community gardens



Why This Matters

- Climate change
- Overall culture of sustainability
- Resiliency
- Community
- Accountability
- MN statewide goals



Looking Ahead

- 2023-2024 GreenCorps Host Site application
- Sustainability Committee
- EV Smart program
- Robbinsdale Energy Action Plan
- Funding opportunities
- GreenStep steps 4 + 5



TO: Mayor and City Council
FROM: Tim Sandvik, City Manager
DATE: March 7, 2023
RE: Permit – Chickens – 4227 Welcome Avenue North

Background

Melissa Courtney, 4227 Welcome Avenue North, submitted a domestic animal application requesting approval of six (6) hen chickens. City Code requires that a person keeping or maintaining more than two chickens must obtain a permit and that owners of all properties within 200 feet of the subject premises are notified of a public hearing regarding the issuance of a permit. The neighboring property owners have been notified and the public hearing notice has been published.

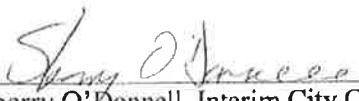
The resident's purpose for the keeping of chickens is eggs for personal consumption, companionship and as pets.

Analysis/Conclusion

The Police Chief, Community Development Coordinator, Code Enforcement and Building Officials approve the application. The presented plans comply with zoning and city code requirements.

Recommendation

1. Conduct the public hearing and take public comment.
2. After hearing the public comments, consider approval of the request for six (6) chickens at 4227 Welcome Avenue North subject to the following conditions:
 - a. that electric and building permits be obtained, if necessary, at any time during the tenure of each annual license;
 - b. that there will be compliance with standards of Zoning Ordinance, Section 510.11, Accessory Structures, including total coverage of all accessory structures, and no more than one accessory structure allowed without a permanent foundation;
 - c. that there will be compliance with Hen Chickens Permits, City Code 915.37, Subd. 2;
 - d. that there is proper collection and disposal of animal waste;
 - e. that permit holder ensures proper storage of food and prevent pest invasion of food spillage; and,
 - f. that there is a proper supply of water.


Sherry O'Donnell, Interim City Clerk


Tim Sandvik, City Manager

MEMORANDUM

TO: Mayor and City Council

FROM: Tim Sandvik, City Manager

DATE: March 7, 2023

SUBJECT: Appeal of Assessment – 3729 Hubbard Avenue

Background:

At the meeting of December 6th, 2022, City Council held a continuation of the Assessment hearing for City Projects 38222 and 45022 (Hubbard Avenue and other streets). The City Council heard testimony from residents and ultimately adopted the assessment roll for the project. Two property owners submitted written objections to the assessment for their properties.

Subsequent to the adoption of the assessment roll and within the 30 day appeal period, the owners of one property 3729 Hubbard Avenue lodged appeal with the District Court. In broad terms, the basis of appeal was stated as the apparent lack of benefit to the property relative to the amount being assessed.

Upon being notified of the appeal details, City staff communicated with the City Attorney to discuss the implications and options to attempt a resolution of the issue and avoid a costly court case for both parties.

The property owners contend that the assessment amount of \$14,925.85 is above what the increase in benefit that the property would accrue as a result of the work and therefore cannot be assessed in accordance with Minnesota Statutes Section 429. This Statute requires that the benefit a property will gain from the proposed work will be greater than the amount being specially assessed to the property.

The property owners assert that the assessment for their property should be the same as the regular lots in the project area and be reduced to the \$5,191.60 those properties have been assessed.

Based on the size and market value of the subject property at 3727 Hubbard, staff felt that comparing this property with the 29 ‘typical’ lots was not equitable given the frontage and size differences between the typical properties and the subject property.

An alternate approach was evaluated by staff. Properties within the project area with a market value of approximately $\pm$ \$50,000 of the subject property were reviewed for comparison. Based on the review of these 9 properties, a much closer similarity of frontage and market value was seen. The average assessment of these nine properties is about \$6,400.00.

As a consequence of this analysis, staff and the City Attorney feel that this lesser amount is more defensible in terms of the requirements of Section 429. While this amount represents a reduction

of approximately \$8,500.00 in special assessment, the cost to the City to obtain a benefit appraisal alone for defense of the City's original position would be equivalent to this amount.

The City Attorney proposed this amount to the Attorney for the property owners and they have accepted that the amount is a more equitable assessment and would be agreed to. The property owners and their Attorney have been reminded that agreement to this amended assessment amount is subject to the approval of City Council.

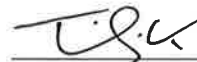
An Agreement to adjust the assessed amount to \$6,400.00 has been developed and was shared with City Council Members via separate communications. Under the terms of the Agreement, the property owners will dismiss further pursuit of legal action and will agree to pay \$6,400.00 special assessment for the project.

In conjunction with the Agreement, a resolution has been prepared by the City Attorney. This resolution has been included as *Attachment 1*.

Staff feel that this is an acceptable negotiated settlement for the issue raised and recommend the adoption of the resolution and approval of the agreement.

Recommendation:

Waive the reading and order the adoption of the attached resolution approving an Agreement as to Special Assessment for 3729 Hubbard Avenue North as part of City Projects No. 38222 and 45022 and reassessing such property (*Attachment 1*).



Tim Sandvik, City Manager

CONCURRENCE:



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

Member moved and Member
read and adopted this 7th day of March, 2023.

seconded the motion that the following resolution be

RESOLUTION NO.

A RESOLUTION APPROVING SETTLEMENT OF
SPECIAL ASSESSMENT APPEAL AND AUTHORIZING ACTION
IN ACCORDANCE WITH THE SETTLEMENT TERMS

WHEREAS, on December 6, 2022, the City Council of the City of Robbinsdale (the "City") levied assessments for City Projects 38222 and 45022 regarding the improvement of sections of Hubbard Avenue, Grimes Avenue, France Avenue, 36th Avenue, and 38th Avenue (the "Projects"); and

WHEREAS, assessments levied against Hennepin County Parcel No. 06-029-24-44-0016, located at 3729 Hubbard Avenue North (the "Property"), were appealed pursuant to Minnesota Statutes, Section 429.081 by Marc DeOtis and Bonnie DeOtis (the "Owners"); and

WHEREAS, the parties reached a settlement of the appeal, which includes a dismissal of the appeal by the Owners; and

WHEREAS, the Council has determined that it is in the best interest of the public to secure dismissal of the special assessment appeal in accordance with the terms of the Settlement Agreement presented by City staff and the City Attorney.

NOW, THEREFORE, be it resolved by the City Council of the City of Robbinsdale:

1. The Settlement Agreement is approved.
2. The Mayor and City Clerk are authorized and directed to execute the Settlement Agreement on behalf of the City.
3. The Mayor, City Manager, and Attorney are authorized and directed to take such actions as are necessary to effect the terms of the Settlement Agreement.
4. Effective upon execution by the parties of the Settlement Agreement, the special assessment levied against the Property by the City Council for the Projects is reduced from the original principal amount of \$14,925.85 to an amended principal amount of \$6,400.00.

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 7th day of March, 2023.

William A. Blonigan, Mayor

ATTEST:

Sherry O'Donnell, City Clerk

Res No. _____

MEMORANDUM

TO: Mayor and City Council

FROM: Tim Sandvik, City Manager

DATE: March 7, 2023

SUBJECT: First Reading of an Ordinance Amending Section 915.03 of the Robbinsdale City Code To Include Stricter Provisions Relating to Pet Waste

Background:

Part of the City's general stormwater permit through the Minnesota Pollution Control Agency (MPCA) requires certain regulations to be incorporated into City Code in order to protect receiving waters (lakes, creeks, rivers) from pollutants.

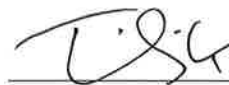
City staff has reviewed current Code language in Section 915.03 as it relates to pet waste and is recommending changes to bring the City into compliance with expectations of the MPCA.

The proposed changes amends Section 915.03 Subd 7 by removing the pet waste clean up requirements and creating a new Subd 12 that specifically deals with pet waste in more specificity. It should also be noted that the rules exemption for seeing eye dogs and police department dogs has been removed.

The proposed changes to the Code are outlined in an Ordinance that has been included as *Attachment 1*.

Recommendation:

Hold the first reading of the Ordinance shown in Attachment 1 "AN ORDINANCE AMENDING SECTION 915.03 OF ROBBINSDALE CITY CODE TO INCLUDE STRICTER PROVISIONS RELATING TO PET WASTE"



Tim Sandvik, City Manager

CONCURRENCE:



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

Member moved and Member seconded the motion that the following ordinance, which was given its first reading on ,2023 be given its second reading on this day of , 2023, and that it be adopted.

ORDINANCE NO. 23-

AN ORDINANCE AMENDING SECTION 915.03 OF THE ROBBINSDALE CITY CODE TO INCLUDE STRICTER PROVISIONS RELATING TO PET WASTE

THE CITY OF ROBBINSDALE DOES ORDAIN THAT:

Section 1 – That Robbinsdale City Code Section 915.03 is hereby amended by removing the ~~stricken~~ and inserting the underlined language as follows:

915.03. Dogs and cats. Subdivision 1. General rule. It is unlawful to harbor, own, or keep a dog or cat more than six months of age within the city unless the animal is licensed and has been vaccinated against rabies. Dogs or cats owned by non-residents of the city are not permitted to remain in the city longer than 24 hours. All dogs and cats over six months of age must have a current rabies vaccination. (Amended, Ord. No. 07-17)

Subd. 2. Fees. Dog and cat license fees are set by appendix B. Licenses are good for two years expiring biannually on December 31. Proof of rabies vaccination must be displayed to the licensing officer before a license is issued. (Amended, Ord. No. 03-13)

Subd. 3. Tags. The license of a dog or cat must be evidenced by a tag provided by the clerk. The tag must be affixed to the collar of the dog or cat by a permanent metal fastener. The owner or keeper of the dog or cat must see that the tag is continuously worn by the dog or cat.

Subd. 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 and license fee are set forth in Appendix B. (Amended, Ord. No. 2018-02)

Subd. 5. Counterfeiting tags. It is unlawful to counterfeit or attempt to counterfeit the license tags or take from any dog or cat a tag legally placed upon it by its owner with the intent to place the tag on another dog or cat.

Subd. 6. Not transferable. Dog and cat tags are not transferable. No refunds will be made on a dog or cat license fee paid because the animal leaves the city or dies before the expiration of the license period.

Subd. 7. Confinement of dogs and cats. A person having the custody or control of any dog or cat may not permit the animal to be on an unfenced area or lot abutting upon a street, public park, public place, or upon other private land in the city without being effectively restrained from or entering beyond such unfenced area or lot. The use of electronic pet containment systems to confine animals is permitted as described later in this subsection. A person having the custody or control of a dog or cat may not permit the animal to be on a street, public park, school grounds or public place in the city without being effectively restrained by chain or leash not exceeding six

~~feet in length. A person having the custody or control of a dog or animal of the dog kind must clean up any feces of the animal and to dispose of such feces in a sanitary manner. The provisions of this section do not apply to the ownership or use of seeing eye dogs by blind persons, dogs used in police activities of the city, such as the canine corps or tracing dogs used by or with the permission of the police department. (Amended, Ord. No. 08-06)~~

Subd. 8. Impoundment. A dog or cat not restrained or controlled as provided in this section and a dog or cat found without a license will be impounded by a law enforcement officer of the city or other person or persons directed by the council to enforce the provisions of this section.

Subd. 9. Keeping of dogs limited. No family or group of persons may own or keep more than three dogs exceeding six months of age on the premises where they reside. (Amended, Ord. No. 03-13; Ord. No. 07-17)

Subd. 10. Keeping of cats limited. No person or group of persons may own or keep more than four cats exceeding eight months of age on the premises where they reside without having first obtained a multi-cat residence license. Application for the multi-cat residence license shall be made to the city manager and must be accompanied by the license fee set by Appendix B. The city manager shall administratively approve or deny the license. Licenses issued for multi-cat residences are good for two years expiring annually on December 31. Any resident who chooses to appeal the administrative denial of the multi-cat residence license may appeal that decision to the City Council. The city manager or City Council may impose conditions upon the granting of any multi-cat residence license. The maximum number of cats allowed under a multi-cat residence license is 12. Properties holding a multi-cat residence license shall be maintained in a clean and healthful condition at all times, and shall be open to inspection by the city manager at all reasonable times. (Added, Ord. No. 08-06)

Subd. 11. Electronic pet containment systems. No electronic pet containment system shall be installed which allows any animal confined by the system to occupy any area within three feet of a public sidewalk or within three feet of the traveled portion of a public street if there is no public sidewalk. Electronic pet containment systems installed within any public right-of-way or public easement shall be owned and maintained by the owner of the system. The engineer may direct the removal or relocation of an electronic pet containment system from any public right-of-way or public easement at the sole cost and expense of the owner of the electronic pet containment system or abutting property owner if the engineer determines the system interferes with the public's use of the right-of-way or easement. The cost of any repair to electronic pet containment systems which are damaged due to the public's use of a public right-of-way or public easement shall be borne solely by the owner of the abutting property on which the system is installed. (Added, Ord. No. 08-06)

Subd. 12. Animal waste. Any person who owns, keeps, harbors, or has charge or control of an Animal shall immediately collect and remove any and all feces deposited by the Animal on public property or on private property not occupied by or under the control of that person. The term public property, as it is used in this ordinance, shall include but not be limited to: parks, trails, lakes in frozen and liquid state, and areas in and around City-owned buildings. While such a person is with any such Animal on property not occupied by or under the control of that person, such person shall have in their immediate physical possession a means to collect and sanitarily dispose of all the Animal's fecal matter deposited on public property or the private property of another. Lack of such means is prima facie evidence of intent to violate this Section

of the ordinance. Any person who owns, keeps, harbors, or has charge or control of an Animal in or upon premises or land occupied by, or under the control of, that person shall frequently collect and remove any accumulation of Animal fecal matter that is unhealthy or offensive to any person or neighborhood. Violations of this ordinance shall be considered a petty misdemeanor.

Section 2. 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 promote, preserve and enhance the natural water resources within the city and provide protection from adverse impacts caused by pet waste”.

Section 3. This Ordinance shall be effective immediately upon its passage and publication.

First Reading: YEAS:
 NAYS:

Second Reading: YEAS:
 NAYS:

PASSED AND ADOPTED BY THE CITY COUNCIL THIS DAY OF , 2023

William A. Blonigan, Mayor

ATTEST:

Sherry O'Donnell, City Clerk



City of Robbinsdale

TO: Mayor and City Council

FROM: Tim Sandvik, City Manager

DATE: March 7, 2023

RE: FIRST READING of an Ordinance Amending Section 920.05 and 920.09 of the Robbinsdale City Code Relating to False Alarms.

Background:

On August 10, the City Council directed staff to pursue licensing and zoning considerations in response the new legislation concerning the sale of cannabinoid products.

Analysis/Conclusion:

The False Alarm ordinance is in place to discourage false alarm calls, especially those in excess. Unfortunately, in recent history, we have seen an increase in false alarms, and believe the lack of enforcement of ordinance has not helped.

The City staff is requesting amendments to City Code to update language – a version has been attached. The purpose of this amendment is to update and clarify the existing sections of City Code regulating the occurrence of false alarm calls. This ordinance has not been enforced in recent history due to the lack of resources to track these calls for service. These amendments will allow the ordinance to align with today's alarm systems and it will assist in processing these calls.

To put into numbers, in 2022, Officers responded to more than 400 alarm calls. Due to the current way of processing, we don't have an exact number of how many were False Alarm responses, but the estimate is around 300. Further, in reviewing calls for false alarms, the primary reason for calls is that properties are not training staff in how to properly operate their systems.

Sec 1 Subd. 5 is being recommended for strike as this language is antiquated – the tracking of this information isn't needed, and enforcement becomes burdensome.

Sec 2 Subd. 2 strikes the language because it is again cumbersome. It is reasonable that false alarms occur from time to time, and updated language isn't intended to be more work; rather, to discourage false alarms in excess. Ultimately, fines don't occur until a third violation.

Working with the City Attorney, the attached language is recommended for Council approval. Staff recommends a first reading at the March 7, 2023 City Council meeting,



City of Robbinsdale

followed by a second reading in accordance with policy, at the April 4th 2023 City Council meeting.

Recommendation:

Motion to waive the reading of, and hold the FIRST READING of an Ordinance Amending Section 920.05 and 920.09 of the Robbinsdale City Code Relating to False Alarms.

Tim Sandvik, City Manager

CONCURRENCE:

Patrick Foley, Chief of Police

Member _____ moved and Member _____ seconded a motion that the following ordinance, which was given its first reading on _____, 2023 be given its second reading on this ____ day of _____, 2023, and that it be adopted.

ORDINANCE NO. 23-____

AN ORDINANCE AMENDING SECTION 920.05 and 920.09 OF THE ROBBINSDALE CITY CODE RELATING TO FALSE ALARMS

THE CITY OF ROBBINSDALE DOES ORDAIN THAT:

Section 1– That Robbinsdale City Code Section 920.05 is hereby amended by removing the ~~stricken~~ and inserting the underlined language as follows:

920.05. Miscellaneous rules.

Subdivision 1. Local exterior alarms with audible sound may not sound for a period exceeding 15 minutes.

Subd. 2. A person may not intentionally set off a false alarm.

Subd. 3. The use of automatic dialing devices is permitted, except that such devices may not be set or programmed to dial the Robbinsdale police department.

Subd. 4. Alarm businesses doing business within the city must register with the police department. The registration must include the following information:

- (a) A description of the types of alarm systems sold or leased by the business.
- (b) A description of the services provided by the business.
- ~~(c) A list of the names and addresses of persons in the city to whom the business has sold or leased alarm systems or to whom the business provides the services.~~
- ~~(cd)~~ (c) A list of individuals employed by the business as installers or servicers of the alarm systems.

Subd. 5. Alarm users whose protected premises are located in the city must provide, upon the occurrence of its first false alarm and on an ongoing basis, the following information:

- ~~(a) The names and addresses of the alarm user, alarm owner (if different than the alarm user), and the alarm servicer.~~
- ~~(b) The type of alarm system being used.~~
- ~~(c) The person designated by the alarm user as its contact person for purposes of alarm-related matters.~~

~~The provision of this information is an ongoing requirement. The police department must be immediately notified of any additions or changes.~~

Section 2– That Robbinsdale City Code Section 920.09 is hereby amended by removing the ~~stricken~~ and inserting the underlined language as follows:

920.09. False alarms.

Subdivision 1. General rule.

Except for false alarms occurring in the first 30 days of operation of a new alarm system, the alarm user is subject to the requirements and penalties provided below for false alarms occurring in the user's alarm system.

~~Subd. 2. Signed statement.~~

~~Within five days of each false alarm, the alarm user must submit a signed statement to the police department stating the apparent cause of the false alarm and the measures taken or to be taken to remedy the problem.~~

Subd. 23. Penalties.

An administrative citation and fine will be issued to ~~penalty must be paid by~~ the alarm user ~~to~~ by the city for each false alarm in excess of three per calendar year. The ~~penalty fine~~ fine is set forth in Appendix B. Payment of the ~~penalty fine~~ fine may be enforced by administrative citation under section 117 of the City Code, or other civil action. (Amended, Ord. No. 2018-02)

Subd. 3 4. Exceptions.

An ~~penalty is not due and~~ an alarm will not be credited as a false alarm if it is shown that the false alarm was the result of damage to utility lines, tornadoes, lightning, earthquakes, or similar severe weather conditions.

Subd. 4 5. Appeal.

An alarm user ~~required by the city to pay a user fee~~ who is issued an administrative citation as a result of a false alarm may appeal the false alarm citation in writing to the city manager ~~via the chief of police~~. The ~~written~~ appeal will follow the process outlined in Robbinsdale City Code Section 117, must be filed with the chief of police within ten days of the date of notice of the false alarm charge. The city manager may make a final determination as to whether the alarm user must pay a false alarm user fee.

~~Subd. 6. False alarm permits.
(Deleted, Ord. No. 03-13)~~

~~Subd. 7. Requirements and duties.~~

~~(a) Letter of contestation.~~

~~After the chief of police determines that a false alarm has occurred at an address, the alarm user at that address may submit a letter of contestation to the chief of police to explain~~

~~the cause of the alarm activation. If the chief of police determines that the alarm was not properly designated as a false alarm caused by conditions beyond the control of the alarm user, the alarm will not be counted as a false alarm at that address. The second instance of faulty equipment will be deemed to be within the control of the alarm user.~~
(Added, Ord. No. 97-15, Sec. 2)

~~Subd. 8. Revocation and suspension of permit.~~
(Deleted, Ord. No. 03-13)

Section 3. Summary. 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 update and clarify the existing sections of City Code regulating the occurrence of false alarm calls."

Section 4. This Ordinance shall be effective immediately upon its passage and publication.

First Reading: YEAS:
 NAYS:

Second Reading: YEAS:
 NAYS:

PASSED AND ADOPTED BY THE CITY COUNCIL THIS ____ DAY OF _____,
2023

William A. Blonigan, Mayor

ATTEST:

Sherry O'Donnell, City Clerk



City of Robbinsdale

TO: Mayor and City Council

FROM: Tim Sandvik, City Manager

DATE: March 7, 2023

RE: Hold 1st Reading of an Ordinance Amending and Updating Sections of the City Code Relating to Alcoholic Beverages and Intoxicating Liquor Licenses

Background:

The Robbinsdale City Attorney has reviewed our existing liquor ordinances to see how they conform with recent changes in state liquor laws. This review was spurred by a memorandum distributed from the League of Minnesota Cities regarding 2022 changes to state liquor law. Through this review, several recommended changes have been identified.

Analysis/Conclusion:

The following changes are recommended:

- 1) Add Distilled Spirits Manufacturer license – Robbinsdale city code currently only allows for “microdistilleries.” MN statute 340A.22 subd. 2 now allows municipalities to issue cocktail room licenses to the holder of a “distilled spirits manufacturer license.” This change would authorize the on-sale of distilled liquor produced by the distiller for consumption on the premises of or adjacent to one distillery location owned by the distiller. A microdistillery is a distillery that does not produce more than 40,000 proof gallons of spirits in a year. A distilled spirits manufacturer is a distillery allowed to produce more than 40,000 proof gallons in a calendar year.
- 2) Allow Brewers to Produce More Barrels for Off-Sale – Previously, brewers were allowed to produce up to 20,000 barrels per calendar year to sell 750 barrels in growlers for off-sale. MN statute 340A.28 raised the limit from 20,000 barrels to 150,000 barrels so now larger breweries are eligible for off-sale licenses. Robbinsdale currently limits “small brewers” to the same amount as a “brew-pub” which is 3,500 barrels of malt liquor per year, well below the standard set by state law. Robbinsdale could amend city code to allow small brewers to brew up to 150,000 and still obtain an off-sale license to sell up to 750 barrels off-sale. The

ordinance should be amended to reflect the 750 barrel off-sale limit for both brew pubs and small brewers as the ordinance does not currently establish a limit.

- 3) Allow Certain Small Brewers Off-Sale License for 128oz per Customer per day – MN statute allows certain small brewers which produce 7,500 barrels or less issuance of an off-sale license for up to 128 ounces per customer per day in any package conforming to state and federal regulations. Currently, Robbinsdale refers to the repealed language that off-sale small brewers must conform to MN statute 340A.301 subd. 6(d). It is recommended that the city adopts language suggested by the League of Minnesota Cities for this legislative amendment.
- 4) Update Ordinance Language to Reflect Correct Laws – Robbinsdale code section 1205.01 subd. 6 refers to a MN statute that was repealed in 2015 so the ordinance should be amended to refer to the relevant law (MN stat. 304A.28).
- 5) Update Definitions – Robbinsdale currently only has a definition for “3.2 malt liquor,” and no separate definition for “malt liquor.” Ordinances refer to both so it is recommended to add a separate definition for malt liquor. Recommended definition retrieved from MN statutes:

“any beverage made from malt by fermentation, or by the fermentation of mal substitutes, including rice, grain of any kind, glucose, sugar, molasses, or other malt substitute that has not undergone distillation, and that contains not less than one-half of one percent alcohol by volume. “Beer” means any beverage meeting the definition of malt liquor under this subdivision.”

All recommendations listed above are based on recent legislative changes.

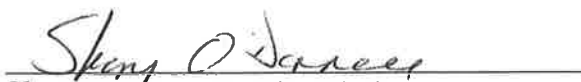
Recommendation:

Motion to hold the first reading of Ordinance #23-02 “AN ORDINANCE AMENDING AND UPDATING SECTIONS OF CITY CODE RELATING TO SALE, CONSUMPTION AND DISPLAY OF ALCOHOLIC BEVERAGES AND INTOXICATING LIQUOR LICENSES.”



Tim Sandvik, City Manager

CONCURRENCE:


Sherry O'Donnell, City Clerk

Member _____ moved and Member _____ seconded a motion that the following ordinance be adopted on this _____ day of _____, 2023.

ORDINANCE NO. 23-02

**AN ORDINANCE AMENDING AND UPDATING SECTIONS OF CITY CODE
RELATING TO SALE, CONSUMPTION AND DISPLAY OF ALCOHOLIC
BEVERAGES AND INTOXICATING LIQUOR LICENSES**

THE CITY OF ROBBINSDALE DOES ORDAIN:

**Section 1200 - SALE, CONSUMPTION AND DISPLAY OF ALCOHOLIC BEVERAGES –
GENERAL PROVISIONS**

Section 1 – That Robbinsdale City Code Section 1200 – Sale, Consumption and display of Alcoholic Beverages – General Provisions is hereby amended removing the ~~stricken~~ and inserting the underlined language as follows:

1200.03 Definitions. Subd. 9. "Distilled spirits manufacturer" means a distillery operated within the state producing distilled spirits in a total quantity exceeding the proof gallons limit for a microdistillery, 40,000 proof gallons, in a calendar year.

1200.03 Definitions. Subd. 13. "Malt liquor" means any beverage made from malt by fermentation, or by the fermentation of malt substitutes, including rice, grain of any kind, glucose, sugar, molasses, or other malt substitute that has not undergone distillation, and that contains not less than one-half of one percent alcohol by volume. "Beer" means any beverage meeting the definition of malt liquor under this subdivision.

Section 1205 – INTOXICATING LIQUOR LICENSES

Section 2 – That Robbinsdale City Code Section 1200 – Sale, Consumption and display of Alcoholic Beverages – General Provisions is hereby amended removing the ~~stricken~~ and inserting the underlined language as follows:

1205.01 Subd. 6. Off-sale Small Brewer. The council may issue an off-sale malt liquor license to a brewer licensed by the Minnesota commissioner of public safety to brew up to ~~3,500~~ 150,000 barrels of malt liquor per year. In addition to the requirements of this chapter, the issuance of such a license is subject to the conditions set forth in Minnesota Statutes, ~~section 304A.301, subd. 6d~~ section 304A.28 and subject to the following conditions:

- (a) The malt liquor sold off-sale must be produced and packaged on the licensed premises;
- (b) The off-sale of malt liquor shall be limited to the legal hours for the municipal liquor dispensary pursuant to section 1230 and any additional hours if allowed by state law;

- (c) The malt liquor sold off-sale must be removed by the purchaser from the licensed premises before the applicable off-sale closing time per Minnesota Statutes, section ~~340A.301~~, subd. ~~6d~~ 340A.28; and
- (d) The malt liquor packaging shall conform to Minnesota Statutes, section 340A.301 ~~subd. 6d~~ 340A.28 or otherwise in accordance with the provisions of the Minnesota Rules subpart 7515.1100.
- (e) The off-sale limit shall conform to Minnesota Statutes, section 340A.28 which limits off-sale sales to 750 barrels per calendar year.
- (f) In accordance with Minnesota Statutes, section 340A.29, a brewer licensed by the Minnesota Commissioner of Public Safety that produces 7,500 barrels or less of malt liquor annually may be issued a license by the city for off-sale of up to 128 ounces per customer per day in any packaging conforming to state and federal regulation.

1205.01 Subd. 10. Distilled Spirits Manufacturer. This license may be issued to a distillery that produces more than 40,000 proof gallons in a year. Distilleries who qualify for a distilled spirits manufacturing license may also apply for a cocktail room license. The issuance of such a license is subject to the conditions set forth in section 1200 of this Code.

Section 3. 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 amend and update sections of the city code relating to alcohol consumption and liquor licensing.”

First Reading: YEAS:

NAYS:

Second Reading: YEAS:

NAYS:

Passed by the City Council this ____ day of _____, 2023.

William A. Blonigan, Mayor

ATTEST:

Sherry O'Donnell, City Clerk

MEMORANDUM

TO: Mayor and City Council

FROM: Tim Sandvik, City Manager

DATE: March 7, 2023

SUBJECT: First Reading of an Ordinance Amending Section 703.23 of the Robbinsdale City Code To Include Stricter Provisions Relating to Salt Storage

Background:

Part of the City's general stormwater permit through the Minnesota Pollution Control Agency (MPCA) requires certain regulations to be incorporated into City Code in order to protect receiving waters (lakes, creeks, rivers) from pollutants.

City staff has reviewed current Code language in Section 703.23 as it relates to best management practices and is recommending changes to bring the City into compliance with expectations of the MPCA.

The proposed changes amends Section 703.23 by adding a new Subd 3 outlining requirements for proper salt storage, transfer and cleaning to reduce the potential for chloride pollution of receiving waters. The existing Subd 3 through Subd 7 would be retained but pushed down one number.

The proposed changes to the Code are outlined in an Ordinance that has been included as *Attachment 1*.

Recommendation:

Hold the first reading of the Ordinance shown in Attachment 1 "AN ORDINANCE AMENDING SECTION 703.23 OF ROBBINSDALE CITY CODE TO INCLUDE STRICTER PROVISIONS RELATING TO SALT STORAGE"



Tim Sandvik, City Manager

CONCURRENCE:



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

Member moved and Member seconded the motion that the following ordinance, which was given its first reading on ,2023 be given its second reading on this day of , 2023, and that it be adopted.

ORDINANCE NO. 23-

AN ORDINANCE AMENDING SECTION 703.23 OF THE ROBBINSDALE CITY CODE TO INCLUDE STRICTER PROVISIONS RELATING TO SALT STORAGE

THE CITY OF ROBBINSDALE DOES ORDAIN THAT:

Section 1 – That Robbinsdale City Code Section 703.23 is hereby amended by removing the ~~stricken~~ and inserting the underlined language as follows:

703.23. Regulations and requirements to prevent, control, and reduce Storm Water Pollutants by the use of Best Management Practices. Subdivision 1. Best Management Practices (BMPs). The City may adopt requirements identifying BMPs for any activity, operation, or Premises which may cause or contribute to pollution or contamination of Storm Water, the Storm Drainage System, or waters of the United States. The owner or operator of such activity, operation, or Premises shall provide, at their own expense, reasonable protection from accidental discharge of prohibited materials or other wastes into the Storm Drainage System or Watercourses through the use of these structural and non-structural BMPs. Further, any Person responsible for a property or premise that is, or may be, the source of an Illicit Discharge, may be required to implement, at said Person's expense, additional structural and non-structural BMPs to prevent the further discharge of Pollutants to the MS4. Compliance with all terms and conditions of a valid NPDES Permit authorizing the discharge of Storm Water associated with Industrial Activity, to the maximum extent practicable, shall be deemed compliance with the provisions of 703.23. These BMPs shall be part of a Storm Water Management Plan (SWMP) as necessary for compliance with requirements of a NPDES Permit.

Subd. 2. New development and redevelopment. The City may adopt requirements identifying appropriate BMPs to control the volume, rate, and potential Pollutant load of Storm Water runoff from new development and redevelopment projects as may be appropriate to minimize the generation, transport and discharge of Pollutants. The City shall incorporate such requirements in any planning or building-related permit to be issued relative to such development or redevelopment. The owner and developer shall comply with the terms, provisions, and conditions of such permits.

Subd. 3. Salt storage. Proper salt storage practices are required at commercial, institutional, and industrial facilities in accordance with the Minnesota Pollution Control Agency's General Permit to Discharge Stormwater Associated with Small Municipal Separate Storm Sewer Systems. The following requirements apply to all designated salt storage areas at commercial, institutional, and industrial facilities:

- (a) Salt storage areas must be fully covered or indoors.
- (b) Salt storage area must be located on an impervious surface.
- (c) Practices such as sweeping, diversions, and/or containment must be implemented to reduce exposure when transferring material in designated salt storage areas.

Subd. 34. Responsibility to implement BMPs. Notwithstanding the presence or absence of requirements promulgated pursuant to subdivisions 1 and 2 of 703.23, any Person engaged in activities or operations, or owning a Premises or property which will or may result in Pollutants entering Storm Water, the Storm Drainage System, or waters of the U.S. shall implement BMPs to the extent they are technologically achievable to prevent and reduce such Pollutants. The owner or operator of a commercial or industrial establishment shall provide reasonable protection from accidental discharge of prohibited materials or other wastes into the Storm Drainage System or Watercourses. Facilities to prevent accidental discharge of prohibited materials or other wastes shall be provided and maintained at the owner or operator's expense.

Subd. 45. Requirement to eliminate Illicit Discharges. Notwithstanding the requirements of 703.21, subdivision 2, the City Manager may require by written notice that a Person responsible for an Illicit Discharge immediately, or by a specified date, discontinue the discharge and, if necessary, take measures to eliminate the source of the discharge to prevent the occurrence of future Illicit Discharges.

Subd. 56. Requirement to eliminate or secure approval for Illicit Connections.

- (a) The City Manager may require by written notice that a Person responsible for an Illicit Connection to the Storm Drainage System comply with the requirements of this ordinance to eliminate or secure approval for the connection by a specified date, regardless of whether or not the connection or discharges to it had been established or approved prior to the effective date of this ordinance.
- (b) If, subsequent to eliminating a connection found to be in violation of this ordinance, the responsible Person can demonstrate that an Illicit Discharge will no longer occur, said Person may request City approval to reconnect. The reconnection or reinstallation of the connection shall be at the responsible Person's expense.

Subd. 67. Requirement to remediate. Whenever the City Manager finds that a discharge of Pollutants is taking place or has occurred that will result in or has resulted in pollution of Storm Water, the Storm Drainage System, or water of the U.S., the City Manager may require by written notice to the owner of the property or the responsible Person that the pollution be remediated and the affected property restored within a specified time pursuant to the provisions of 703.29 through 703.33.

Subd. 78. Requirement to monitor and analyze. The City Manager may require by written notice of requirement that any Person engaged in any activity or owning or operating any Premises which may cause or contribute to Storm Water pollution, Illicit Discharges, or Non-Storm Water Discharges to the Storm Drainage System or waters of the U.S., to undertake at said Person's expense such monitoring and analyses and furnish such reports to the City as deemed necessary to determine compliance with this ordinance.

Section 2. 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 promote, preserve and enhance the natural water resources within the city and provide protection from adverse impacts caused by chloride (salt) pollution”.

Section 3. This Ordinance shall be effective immediately upon its passage and publication.

First Reading: YEAS:
 NAYS:

Second Reading: YEAS:
 NAYS:

PASSED AND ADOPTED BY THE CITY COUNCIL THIS DAY OF , 2023

William A. Blonigan, Mayor

ATTEST:

Sherry O'Donnell, City Clerk



City of Robbinsdale

TO: Mayor and City Council
FROM: Tim Sandvik, City Manager
DATE: March 7, 2023
RE: Voucher Requests Pending Approval for Disbursement

The check register dated 3/7/23 reflects the voucher requests pending approval for disbursement.

The check register dated 2/22/23 through 3/7/23 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 3/7/23.

A handwritten signature in black ink, appearing to read "T. Sandvik", written over a horizontal line.

Tim Sandvik, City Manager

CONCURRENCE:

A handwritten signature in blue ink, appearing to read "Sherry O'Donnell", written over a horizontal line.

Sherry O'Donnell, City Clerk