City of Robbinsdale
CITY COUNCIL MINUTES
March 15, 2016
Meeting No. 6

CALL TO ORDER

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

ROLL CALL

2. Present: Selman, Backen, Blonigan, Rogan, Mayor Murphy
   Staff: Marcia Glick, City Manager; Guy Dorholt, Fire Chief;
   Richard McCoy, Public Works Director;
   Tom Marshall, Director of Administrative and Recreation Services

OPPORTUNITY FOR THE PUBLIC

3. Mayor Murphy opened the floor to anyone wishing to speak on any items not on the agenda and hearing none, he closed the floor.

APPROVAL OF AGENDA

4. City Manager Glick noted addition of a handout for Public Hearing A.

5. Member Selman **MOVED,** seconded by Member Rogan to approve the agenda with the addition as noted above. **The vote was unanimous and the motion carried.**

CONSENT AGENDA

6. Member Blonigan **MOVED,** seconded by Member Backen to approve the balance of Consent Agenda. **The vote was unanimous and the motion carried.**

7. Items approved are as follows:
   A. Motion to approve and order placed on file minutes of the regular City Council meeting of 03/02/16, City Council Work Session of 03/02/16, and City Council Work Session of 03/08/16.

   B. Motion to acknowledge receipt and placing on file minutes of the following Commissions and Boards:
   - Robbinsdale Senior Commission – February 1, 2016.

   C. Motion to approve issuance of licenses from list dated 03/15/16.

   D. Motion to waive the reading and order the adoption of Resolution No.7477: "A RESOLUTION DIRECTING DEPOSIT OF IDRB ADMINISTRATIVE FEES FROM THE NORTH MEMORIAL SERIES 2015 BOND TO THE PARK IMPROVEMENT CONSTRUCTION FUND."

E. Motion to waive the reading and order the adoption of Resolution No. 7478: "A RESOLUTION APPROVING THE ROBBINS BEACH 2ND ADDITION FINAL PLAT AND AUTHORIZING ITS EXECUTION BY THE MAYOR AND CITY CLERK."

F. Motion to waive the reading and order the adoption of Resolution No. 7479: "A RESOLUTION SUPPORTING METRO CITIES POLICY 4-B – REGIONAL GOVERNANCE STRUCTURE."

G. Motion to authorize the City Manager and Finance Director to issue a Purchase Order to Lano Equipment of Ramsey, MN for the purchase of a new Bobcat Toolcat 5600 G Series for the amount of $55,309.12.

H. Motion to authorize the Mayor and City Manager and Finance Director to enter into an agreement to engage WSB and Associates to provide monitoring, sampling and reporting of the Flocculation Plant, water quality monitoring and reporting of Crystal Lake and to provide sludge effluent monitoring and supporting in accordance with the proposal dated February 11, 2016 at a cost not to exceed $37,100.00.

I. Motion to approve appointment of Laney Skeel to the Senior Commission

PRESENTATION: by Fire Chief Guy Dorholt

8. Chief Dorholt discussed the state of the department, recruitment and training.

Found that the direction of the department will stay consistent to its current course; safety is the primary priority. Emergency calls are mainly fire and hazmat oriented.

New officers in place: Mike Powell as new Assistant Chief. Recruitment efforts have gone extremely well. Currently 1 opening within the department; in the last 3 years there have been several retirements. There is potential for 2 additional positions for the 2016-17 year.

Committed 3,769 hours of training last year and will continue to look for training opportunities statewide and locally. Drivers training program implemented in 2015 (16 hours per person) and probationary employee year long training program.

Thanked council, staff and community for their support of a paid on-call department and firefighters for their commitment.

Noted: Public Safety Open House - August 13th, 11 am to 3 pm.

PUBLIC HEARING A: Street Improvement and Assessment Hearing for Reconstruction of Josephine Lane between County Road 9 and the Cul-de-Sac

9. McCoy reviewed the staff report noting that the project includes sanitary sewer, water, storm water and adding a CDS unit. A 35 ft. radius cul-de-sac will be enlarged to 40 ft. (original proposal was at 45 ft.). Comments about the construction received prior to the hearing were mainly positive. The source of funds include PIR utility funds; special assessment for adjacent street. All assessments are capped at 6% of property value. A total assessment of $123,515 out of an estimated cost of $554,000. McCoy noted this year's construction factor of $96.81 which, is multiplied by the lineal frontage to determine the assessment costs. The county will assist with the cost of the CDS unit since it includes some Co Rd 9 run off.

10. Mayor Murphy opened the public hearing for construction improvement and special assessments.

11. Manuel Guzman, 4422 Josephine Lane, thanked the city for improved utilities. Inquired on changes that had occurred since the original meeting. Asked for consideration of more time to pay, prior to interest.

12. Member Backen MOVED, seconded by Member Rogan to close the public hearing.

13. McCoy confirmed the proposed 45 ft. radius was being reduced to 40 ft; street width will remain unchanged. Anticipated about 8 weeks to complete the construction; project beginning after July 4th to accommodate plans for a wedding reception. A newsletter will go out prior to the start of construction to provide details on how to contact staff.

14. Cheryl Halley, 4417 Josephine Lane, concern for 911 access for her parents and a large rain garden in the original plans that was not desired.

15. McCoy staff contact information will be in the newsletter, there will be accommodation for access, and rain garden originally proposed has been taken out of the plans based on her family's feedback.

16. Member Selman **MOVED,** seconded by Member Backen to waive the reading and order the adoption of Resolution No. 7480: "A RESOLUTION ORDERING THE IMPROVEMENT OF JOSEPHINE LANE, AND PREPARATION OF PLANS AND SPECFICATIONS FOR THE SAME, CITY PROJECT NO.38016."

17. Member Blonigan commended staff and residents for discussion on concerns and working out compromises.

18. **Upon the vote being taken, the vote was unanimous and the motion carried.**

19. Member Backen **MOVED,** seconded by Member Selman to waive the reading and order the adoption of Resolution No. 7481: "A RESOLUTION ADOPTING THE ASSESSMENT ROLL FOR THE 2016 STREET IMPROVEMENT PROGRAM – CITY PROJECT NO. 38016 – JOSEPHINE LANE FROM COUNTY ROAD 9 TO THE CUL-DE-SAC." **The vote was unanimous and the motion carried.**

PUBLIC HEARING B: modified Tax Increment Financing Plan for Tax Increment Financing District No. 2000-08

20. Glick reviewed the staff report noting that the requested action would add the property at 4023 Zane Avenue North to a tax increment district which would allow a portion of the increased property taxes created by redevelopment to be returned to the Robbinsdale Economic Development Authority to cover the cost of redevelopment.

21. Mayor Murphy opened the public hearing. None.

22. Member Backen MOVED, seconded by Member Selman to close the public hearing.

23. Member Selman **MOVED,** seconded by Member Backen to waive the reading and order the adoption of Resolution No. 7482: "RESOLUTION APPROVING A SECOND MODIFATION TOTAX INCREMENT FINANCING PLAN FOR TAX INCREMENT FINANCING DISTRICT NO. 2000-08." **The vote was unanimous and the motion carried.**

NEW BUSINESS A: Conditional Use Permit – 4501 Orchard Ave N Agriculture and Greenhouses.

24. Glick reviewed the staff report including photos depicting the planned improvements.
25. Member Blonigan noted one resident thought there should be a home constructed on this residential lot

26. Member Selman noted the absence of neighbors in attendance as they had raised questions about the plans at the Planning Commission Meeting. He noted one resident thought there should be a home constructed on this residential lot.

27. Glick confirmed that Robbinsdale Economic Development Authority did work with two builders to try to have a home constructed here but eventually neither went forward due to the high water table and need for pilings. She noted that notices

were to have been mailed to the neighbors, but she did not have personal confirmation that notices were sent.

28. Member Blonigan **MOVED,** seconded by Member Selman to waive the reading and order the adoption of Resolution No. 7483: "A CONDITIONAL USE PERMIT TO UTILIZE 4501 ORCHARD AVENUE NORTH FOR AGRIGULTURE INCLUDING GREENHOUSES" with the following changes: Condition #3 amended to read: The storage building and greenhouse will require a building permit, and at the City Manager's discretion City Council review and approval And also Condition #5: This resolution becomes effective upon confirmation by the City Manager that notices of this item being placed on the March 15th, 2016 meeting went out within the last 2 weeks, by U.S. mail to the neighbors of this property. **The vote was unanimous and the motion carried.**

NEW BUSINESS B: First Reading – Salaries of Elected Officials 2017-2018

29. Marshall reviewed the staff report noting that it is standard practice to review council salaries in advance of each local election.

30. Member Backen indicated that he was comfortable with current compensation.

31. Member Selman supported the small increase.

32. Member Selman **MOVED,** seconded by Member Blonigan to hold the first reading of Ordinance No. 16-04: "AN ORDINANCE AMENDING SECTION 205 OF THE CITY CODE SALARIES OF ELECTED OFFICIALS."

33. Member Rogan noted that last time he had supported a one-year increase; believes it encourages citizen interest in taking on the position. Noted Robbinsdale has the same number of meetings and obligations as other cities in the area and the proposal is only an increase of $165 for council annually and just slightly more for the Mayor.

34. Based on comments, Member Selman amended his motion to have no change for 2017 and 2% increase for 2018; Blonigan supported the change as seconder.

35. Blonigan noted not having adequate compensation to cover childcare could impact those considering a position on the City Council.

36. Member Selman noted compensation covers not just council but, advisory meetings; none of the current council has submitted mileage reimbursement requests.

37. Murphy spoke in favor of one 2% increase.

38. Upon a vote being taken: AYE: Selman, Blonigan, Rogan, Mayor Murphy; NAY: Backen. Motion Carried 4 to 1.

NEW BUSINESS C: Set License Fees for Mobile Food Units

39. Glick reviewed the staff report noting that the concept for separating the fee for the food truck and the location was that in a situation such as North Memorial Outpatient Services, one site plan review would cover an entire summer of visits from food trucks.

40. Member Rogan **MOVED,** seconded by Member Blonigan to waive the reading and order the adoption of Resolution No. 7484: "A RESOLUTION ADOPTING UPDATE TO APPENDIX B OF THE ROBBINSDLAE CITY CODE AND GENERAL FEE SCHEDULE - Mobile food units at temporary fixed locations." **The vote was unanimous and the motion carried.**

NEW BUSINESS D: Request from North Memorial Outpatient Center for Mobile Food Units in Excess of 10 Days per Year

41. Glick reviewed the staff report noting North Memorial brought in food trucks once a week last summer and doing so exceeds the 10 days per year which is administratively allowed in the zoning code; council approval is required. Staff reports this request for 2016.

42. Member Rogan noted that this is exactly the sort of request we were expecting and it makes sense for this location.

43. Member Rogan **MOVED,** seconded by Member Backen to approve North Memorial Outpatient Center staff's request for one food truck per week May through September, a total of 22 days/year for 2016. **The vote was unanimous and the motion carried.**

NEW BUSINESS E: Request from Lakeview Terrace Park for Travail Block Party – June 26, 2016

44. Marshall reviewed the staff report, noting food, beer and entertainment licenses will be handled by the City Clerk's office prior to the event. Travail to hold event Sunday, June 26th, 2016 from 1:00 pm to 8 pm.

45. Member Backen **MOVED,** seconded by Member Rogan to approve the block party application from Travail Kitchen, 4124 West Broadway Avenue North to use Lakeview Terrace Park for the Travail Block Party on Sunday, June 26, 2016with the park available for event set-up Saturday June 25th after 6 pm and take-down completed by 12:00 noon on Monday, June 27th, contingent on final approval by

the Police Chief for staffing requirements and Fire Department approval for final set-up.

46. Member Rogan, spoke in favor of the event and noted that last year he arrived after the day after the event was over to set up Baseball and couldn't tell they had used the area.

47. **The vote was unanimous and the motion carried.**

OTHER BUSINESS A: Disbursement Requests for Period Ending 03/15/16

48. Member Selman **MOVED,** seconded by Member Rogan to approve disbursement requests for period ending March 15, 2016. **The vote was unanimous and the motion carried.**

ADMINISTRATIVE REPORTS/COUNCIL COMMUNICATIONS

49. Glick announced that the Robbinsdale Chamber of Commerce Eggstravaganza will be held on March 19th at City Hall starting at 1 pm.

50. Glick reminded council members that, next Tuesday (March 21st) is the Annual Staff Appreciation Luncheon. City Hall will be closed from 12:00 pm to 1:00 pm.

51. Member Backen, welcomed Aley Olson as the new Assistant to the City Manager.

52. Member Rogan reported that the Hennepin County Board had approved park playground grant.

53. Member Rogan reported that at the Government Advisory Commission at the school district that morning, they had shared plans to reopen Sandburg as a middle school. The SunPost showed a concept for the new District boundaries for middle school attendance expected for 2017-18 school year. Pilgrim Elementary is expected to open as an Arts Magnet (K-3) to partner with FAIR School for 2016-17.

54. Member Blonigan, noted that previously approved on the consent agenda was for directing the bond fees from North Memorial's refinancing to be deposited in the parks capital improvement fund.

55. Mayor Murphy thanked those who volunteered to keep the community clean. Encouraged youth to sign up soon for baseball (ages 7 to 18) at Robbinsdalelittleleague.com.

ADJOURNMENT

56. Member Rogan **MOVED,** seconded by Member Selman to adjourn the meeting at 9 p.m. **The vote was unanimous and the motion carried.**

Alexandria Olson, Recorder

Regan L. Murphy, Mayor