



CITY COUNCIL MEETING
April 19, 2016
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: Rogan, Selman, Backen, Blonigan, Mayor Murphy
3. **MICROPHONE CHECK:** Blonigan, Rogan, Selman, Backen, Mayor Murphy
4. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE CITY COUNCIL ON MATTERS NOT ON THE AGENDA
5. APPROVAL OF THE April 19, 2016 MEETING AGENDA

CITY COUNCIL MEETING AGENDA

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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 regular City Council meeting of April 5, 2016; work session minutes for the annual assessing update of April 5, 2016; regular monthly city council work session minutes of April 5, 2016. | 1-10 |
| B. | Motion to approve issuance of licenses from list dated April 19, 2016. | 11-13 |
| C. | Motion to authorize the City Manager and Finance Director to issue Purchase Orders to Midway Ford of Roseville, MN for the purchase of two 2016 Ford F-150 Super Cab 4x4 pick ups with 2.7L V6 Ecoboost engines for the amount of \$27,417.24 each + tax and licensing. | 14 |
| D. | Motion to appoint License Center Manager Matt Hirsch as Deputy Registrar for the Robbinsdale Motor Vehicle Office. | 15 |
| E. | Motion to direct the City Manager to execute the appropriate documents <u>WAIVING</u> the monetary limits on municipal tort liability established by Minnesota Statutes 466.04 for the City of Robbinsdale relating to the 2016-2017 insurance renewal and not involve the purchase of excess liability coverage. | 16-17 |
| F. | Motion to waive the reading and order the adoption of Resolution No. XXXX to Accept the Subgrant from the State of Minnesota Department of Public Safety Toward Zero Deaths Enforcement Grant in the amount of \$25,216 and authorize the Mayor and City Manager to execute the agreement. | 18-19 |
| G. | Motion to acknowledge the Deputy Registrar's financial reports for the months of January and February 2016. | 20-22 |
| H. | Motion to acknowledge the Robbinsdale Wine & Spirits' Financial Statements for the month of January 2016. | 23-25 |
| I. | Motion to acknowledge the Robbinsdale Wine & Spirits' Financial Statements for the month of February 2016. | 26-29 |

CITY COUNCIL MEETING AGENDA

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- J. Support Applications for Clean Up Grants 30-34
1. By motion, waive the reading and order the adoption of Resolution No. XXXX "A RESOLUTION AUTHORIZING APPLICATION FOR THE TAX BASE REVITALIZATION ACCOUNT - (Terrace Mall Redevelopment Site)."
 2. By motion, waive the reading and order the adoption of Resolution No. XXXX "A RESOLUTION AUTHORIZING APPLICATION FOR A CONTAMINATION CLEAN UP GRANT FROM THE DEPARTMENT OF EMPLOYMENT AND ECONOMIC DEVELOPMENT (DEED) - (Terrace Mall Redevelopment Site)." 35-36

PRESENTATION

- A. NWCT – Channel 12 Cable Station 37
- Video preview - historical moments in Robbinsdale.
- B. Step to It Month 38
- Motion to ratify proclamation the month of May 2016 as Step to It Month in the City of Robbinsdale. (Proc-38)

OLD BUSINESS

- A. Conditional Use Permit Amendment for Wicked Wort Patio 39-42
- Motion to waive the reading and order the adoption of Resolution No. XXXX "A RESOLUTION AMENDING CONDITIONAL USE PERMIT C15-1 FOR PATIO FOR THE WICKED WORT BREWING COMPANY – 4165 WEST BROADWAY. "
- B. 2017 – 2018 Council Salaries 43-44
- Second Reading of Ordinance 16-04 "AN ORDINANCE AMENDING SECTION 205 OF THE CITY CODE SALARIES OF ELECTED OFFICIALS"

NEW BUSINESS

- A. Bid for 2016 Bituminous Mill and Paving Project 45-52
- Motion to waive the reading and order the adoption of Resolution No. XXXX "A RESOLUTION ACCEPTING BIDS AND AWARDDING CONTRACT FOR 2016 BITUMINOUS MILL AND PAVING PROJECT – CITY PROJECTS 27116 + 37516 + 39816 + 40516

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- Marcia Glick, City Manager

ITEMS PENDING OR UNDER STUDY FOR COUNCIL CONSIDERATION

ITEM	DEPARTMENT RESPONSIBILITY	ANTICIPATED AGENDA DATE
1. Public Hearing: vacation of part of Twin Oak Lane cul-de-sac	Comm. Dev.	5/3/16
2. April Planning Commission items	Comm. Dev.	5/3 or 17/16
3. City Hall skylight replacement	Public Wks	5/17/16

**City of Robbinsdale
CITY COUNCIL MINUTES
April 5, 2016
Meeting No. 7**

CALL TO ORDER

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

ROLL CALL

2. Present: Blonigan, Rogan, Selman, Backen, Mayor Murphy
Staff: Marcia Glick, City Manager; Stephan Papiz, Forester; Richard McCoy, Public Works Director; Tom Marshall, Director of Administration & Recreation Services; Rick Pearson, Community Development Coordinator.

OPPORTUNITY FOR THE PUBLIC

3. Mayor Murphy opened the floor to anyone wishing to speak on any items not on the agenda.
4. Daniel Hedlund of 3041 Grimes Avenue North: requested a dead end sign be reinstalled on Grimes at 31-1/2; requested a reflective sign to be added at the end of Grimes, which had been removed when a tree was taken down; and requested no dumping sign at the end of the alley by Grimes Pond.
5. Kathy Hammerseng, owner of 3950 Welcome Avenue: urged council to reconsider the point of sale inspection program; she doesn't believe that it has helped to shore up values. She noted that only 4% of properties turn over a year so few properties are impacted by the program. She indicated an unintended hardship on sellers to pay a \$200 fee. The seller is required to make changes required by point of sale rather than items buyers might want repaired. The impression of the program is that the city is not friendly to homeowners.
6. Dana Arrigo, owner of 4055 Perry Avenue: asked the council to reconsider the point of sale inspections noting many communities have recently dropped the program. She noted that inspection is duplicated by the buyers inspection and mortgage company inspection. She indicated concern that the city's inspector might miss something important such as a CO2 leak and the city could become liable. She indicated the point of sale was put in to address foreclosures, which are past. The program results in some properties never being inspected and others having multiple inspections.

APPROVAL OF AGENDA

7. City Manager Glick noted addition of consent K authorizing purchase of playground and update replacement of consent J addressing temporary licenses.

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

CONSENT AGENDA

9. Member Blonigan pulled consent item I.
10. Member Selman **MOVED**, seconded by Member Blonigan to approve the balance of Consent Agenda. **The vote was unanimous and the motion carried.**
11. Items approved are as follows:
- A. Motion to approve and order placed on file minutes of the regular City Council meeting of March 15, 2016
 - B. Motion acknowledging receipt and placing on file minutes of the following Commissions and Boards:
 - Human Rights for August 6, 2015
 - Parks, Recreation and Forestry for February 23, 2016
 - C. Motion to approve issuance of licenses from list dated April 5, 2016
 - D. Motion to authorize the City Manager and Finance Director to issue a Purchase Order for maintenance work on Well 4 from E. H. Renner & Sons for estimated amount of \$20,764.80.
 - E. Motion to approve the application from the Loppet Foundation for the CITYTRAIL Loppet, to use city streets from downtown Robbinsdale to Sochacki Park on Sunday, May 22nd from 7:00 a.m. to 11:00 a.m, contingent upon written confirmation of race route street sign management.
 - F. Motion to concur with the proposed work plan to remediate subsidence issues at 2603 France Avenue, for the estimated amount of \$49,375.00. This approval is contingent upon the property owner signing a document that releases the City from any further or ongoing liability relating to subsidence of the home.
 - G. Motion to ratify proclamation proclaiming April 30, 2016 as Arbor Day in the City of Robbinsdale.
 - H. Motion to ratify proclamation proclaiming April 17-April 24, 2016 to be the Great Shingle Creek Watershed Cleanup Week and that Saturday, April 30, 2016, to be the great Shingle Creek Watershed Cleanup Day in the City of Robbinsdale.

- I. (removed)
- J. Motion to adopt the Resolution 7485 "A RESOLUTION ADOPTING UPDATES TO APPENDIX B OF THE ROBBINSDALE CITY CODE AND GENERAL FEE SCHEDULE FOR MICRODISTILLERY, COCKTAIL ROOM, AND TEMPORARY ON-SALE LIQUOR FOR SMALL BREWER OR MICRODISTILLERY."
- K. Motion to approve the purchase of the ICON Space Playground equipment for \$32,500 and using the playground equipment grant received from the Hennepin Youth Sports Program toward this cost.

PULLED CONSENT ITEMS:

- 12. Member Blonigan pulled item I. He noted that the Administrative Penalties System refers to fees, charges, fines and penalties. He also asked for an explanation on the new section on Continuing Violations.
- 13. Pearson explained that if the problem is not corrected within 30 days, whether a fine is paid or not, the compliance officer would have an option to assess a penalty double that of the previous penalty. There would be a 30 day window between doubling of penalties and a limit of \$2000 per citation.
- 14. Glick noted that the City Attorney had approved the proposed description and that it would be a good idea for the City Attorney to review the entire document and recommend changes to the references to fines, fees, penalties, and charges for consistency.
- 15. Member Blonigan **MOVED**, seconded by Member Rogan to adopt Resolution 7486 "A RESOLUTION ADOPTING AN UPDATE TO APPENDIX B OF THE ROBBINSDALE CITY CODE AND GENERAL FEE SCHEDULE RELATED TO ADMINISTRATIVE FINES FOR REPEAT VIOLATIONS." **The vote was unanimous and the motion carried.**

PRESENTATION – A: Introduction of Police Officer

- 16. Chief Jim Franzen introduced Officer Robert Staycoff who passed his 1-year of probation on March 1st. Spotted a serial arsonist and made an arrest on the scene. He is receiving an award from MADD (Mothers Against Drunk Driving) for Rookie Officer of the Year for the high number of DWI arrests. Council commended Officer Staycoff for his service to the City; Mayor Murphy administered the Oath of Office.

PRESENTATION – B: Forestry Report

- 17. Stephan Papiz, City Forester, presented the Annual Robbinsdale Forestry Report.

18. Highlights of the forestry report included:
- Description of the establishment of a Missouri Gravel bed in 2015 which allowed 150 tree saplings to grow a strong root system ahead of planting by staff. One tree was planted in downtown by Hackenmuellers with assistance of public works. Papiz planted 104 trees in right-of-ways and 31 trees in parks. Advantage of this system is that it is more effective, less expensive, and reduces transplant shock for faster growth of the new tree.
 - Shade tree disease/hazard control – Dutch Elm - 28 private and 27 public trees were removed- most of the public trees were in Sochacki Park. Oak Wilt –one case of a fungal infection in a private Burr Oak tree – where owner was advised, but did not have to remove immediately. Three hazardous trees were removed.
 - Emerald Ash Borer has been found 1.5 miles east of the city border – it is expected to be found in Robbinsdale in 2 to 3 years. Staff injected treatment is recommended with a target of half of the 750 trees/year over 2 years. EAB is dangerous because, once infected, the tree quickly becomes a safety hazard. The treatment planned does not affect pollinators.
 - Tree pruning was completed on over 500 trees mostly west of TH 100.
 - STS assisted with mulching trees and removal of buckthorn around Crystal Lake.
 - The Community Garden plots have been readied for the years and all 20 plots have been rented.
 - Reminder that Arbor Day will be on April 30.
19. Council members thanked Papiz for the report and the efforts undertaken in the past year.

PUBLIC MEETING A: NPDES Phase II Annual Report and Public Meeting

20. McCoy reviewed the staff report. He noted that South Twin Lake may be delisted for phosphorous because of the improvements in water quality. The MPCA announced upper Mississippi bacteria as a new concern; at this time next year the City will address the issue.
21. There was a discussion on the bacteria issue and thought that the source may go back to water fowl.
22. Mayor Murphy asked whether there were any improvements to the Minneapolis discharge into Crystal Lake. Staff was aware of plans for work but, not aware if the work had been started; a follow up report will be provided to council members.
23. Member Rogan MOVED, seconded by Member to receive and note the annual report on the adopted Storm Water Pollution Prevention Plan (SWPPP) compliance for the 2015 calendar year. **The vote was unanimous and the motion carried.**

24. Mayor Murphy opened the public meeting to anyone wishing to speak on any items not on the agenda and hearing none, he closed the floor.
25. Member Rogan **MOVED**, seconded by Member Selman to close the public meeting. **The vote was unanimous and the motion carried.**
26. Member Rogan **MOVED**, seconded by Member Backen to grant delegated authority to the Public Works Director/City Engineer and City Manager to process all comments received, create and keep a record of each comment and advise the City Council of those decisions. **The vote was unanimous and the motion carried.**
27. Member Rogan **MOVED**, seconded by Member Blonigan to authorize the City Manager to sign the standard annual report pro forma upon the conclusion of comment investigation and submit the report to the MPCA by the designated date; to adopt the Illicit Discharge and Detection Program and Procedures document; and for City Council to adopt the Construction Site Non Compliance Program and Procedures document (subject to comments and alterations from MPCA). **The vote was unanimous and the motion carried.**

OLD BUSINESS A: 4501 Orchard – reconsideration after neighbor notification

28. Pearson reviewed the staff report.
29. Member Blonigan suggested that the new requirement on lighting should include both a lights out time and when the lights can be turned on.
30. James Schermerhorn of 4531 Perry Ave: raised concern about composting odor, fertilizer, pesticide. The concern is that the lot is close to Twin Lake and whether this would open the door to other agricultural activities like raising goats in yards.
31. Pearson noted there will be a small amount of compost similar to a single family lot and following the residential compost guidelines, they will not be using pesticides; they will use organic fertilizer. He confirmed that home owners can have a large garden, special approval is required because there will not be a home on the lot. Two builders have attempted to place houses but abandoned each project due to the need to be a soil correction.
32. Regarding animals, Glick noted that anyone may have two chickens or two bunnies. If someone would like more than 2, a public hearing is needed. No goats or cows are allowed in Robbinsdale.
33. Pearson noted that as a conditional use permit, if requirements are not followed, there could be fines or the permit could be revoked.

34. Member Backen MOVED, seconded by Member Selman to rescind Resolution 7483 adopted on March 15, 2016. **The vote was unanimous and the motion carried.**
35. Member Blonigan MOVED, seconded by Member Selman to waive the reading and concur with the Planning Commission by adopting Resolution 7487 "A RESOLUTION APPROVING A CONDITIONAL USE PERMIT TO UTILIZE 4501 ORCHARD AVENUE NORTH FOR AGRICULTURE INCLUDING GREENHOUSES; with a change to item #4. Illumination will not occur between 8:00 pm and 7 am. **The vote was unanimous and the motion carried.**

NEW BUSINESS A: Invasive Species Grant

36. Marshall reviewed the staff report.
37. Member Selman MOVED, seconded by Member Backen to waive the reading and order the adoption of resolution 7488 "A RESOLUTION ACCEPTING THE STATE OF MINNESOTA, ACTING THROUGH ITS COMMISSIONER OF NATURAL RESOURCES, INVASIVE WEED SPECIES GRANT IN THE AMOUNT OF \$330;" with a spelling correction on the second whereas clause. **The vote was unanimous and the motion carried.**

OTHER BUSINESS A: Disbursement Requests for Period Ending 04/05/16

38. Member Selman MOVED, seconded by Member Backen to approve disbursement requests for period ending 04/05/16. **The vote was unanimous and the motion carried.**

ADMINISTRATIVE REPORTS

39. Glick reminded the council that there would be a work session at the end of the meeting.

COUNCIL GENERAL COMMUNICATIONS

40. Member Blonigan noted he had recently kayaked under the highway 100 bridge and inquired about the status of repair to the riprap.
41. McCoy reported he had recently talked to an engineer from MNDOT who had agreed to assist the City in determining how best to make repairs.
42. Member Selman reminded the public about two upcoming events:
- Saturday, April 9th 3:00 pm to 5:00 pm - Whiz Bang Days Spring Bash at the Eagles Nest Lounge.
 - Sunday, April 10th 7:30 am to 12:00 pm – Loins Club, French Toast Breakfast & Bake Sale at Robbinsdale American Legion.
43. Member Backen reminded the public about the Wednesday, April 6th Crime Prevention Meeting.

44. Mayor Murphy reminded the public about the Saturday, May 21st - Birdtown Half Marathon. Volunteers needed; find more information at www.thebirdtown.com
45. Mayor Murphy has recently communicated with the post office manager and supervisor about complaints reported regarding missed deliveries, stolen/ opened packages. The Post Master has been made aware of the issue and is currently investigating the matter.

ADJOURNMENT

46. Member Rogan **MOVED**, seconded by Member Blonigan to adjourn the meeting at 9:06 p.m. **The vote was unanimous and the motion carried.**

Alexandria Olson, Recorder

Regan L. Murphy, Mayor

**City of Robbinsdale
CITY COUNCIL WORK SESSION MINUTES
ANNUAL ASSESSING UPDATE
APRIL 5, 2016
6:15 p.m.**

CALL TO ORDER

1. Mayor Pro Tem Selman called the meeting to order at 6:15 p.m.
2. Present: Blonigan, Rogan, Selman, Backen, Mayor Murphy (6:30pm)
Staff: Marcia Glick, City Manager; Jim Atchison, Hennepin County Assessor

BACKGROUND INFORMATION ON 2016 ESTIMATED MARKET VALUES PROVIDED BY HENNEPIN COUNTY ASSESSING STAFF.

3. Jim Atchison, Hennepin County Assessor, provided a comparison of Robbinsdale home sales compared with parts of other area cities where there are similar homes and lots. He reported that home sales in Robbinsdale increased 8.9%; 8.3% when only looking at existing home sales (not new construction). Compared to other cities, Robbinsdale is leading the pack in value growth. Lee Square Cooperative sales are up 50-70% with a new strategy undertaken by their board.
(Murphy arrived- 6:30)
4. Charts and data on Assessor's Market values, Median home sales and Mean home sales were compared for the area cities going back 15 years. It was noted that in this time period the market values across the cities
5. This year will be an Open Book meeting will be held April 14.
6. Council thanked Mr. Atchison for the information.

ADJOURNMENT

7. Mayor Pro Tem Backen adjourned the meeting at 6:50 p.m.

Marcia Glick, Recorder

Pat Backen, Mayor Pro Tem

City of Robbinsdale
REGULAR MONTHLY CITY COUNCIL WORK SESSION MINUTES
APRIL 5, 2016

CALL TO ORDER:

1. Mayor Pro Tem Backen called the meeting to order at 9:15 p.m.
2. Present: Blonigan, Rogan, Selman, Mayor Murphy, Mayor Pro Tem Backen
Staff: Marcia Glick, City Manager; Richard McCoy, Public Works Director;
Tom Marshall, Director of Administrative and Recreation Services;
Stephan Papiz, City Forester/Natural Resources Specialist

UPDATE: Triangle Park Playground

3. Marshall gave a project update and saying the next step will be a neighborhood open house next Monday, April 11th, held at the park's building; an invitation was sent by mail yesterday. The purpose will be to inform and discuss with residents the location, types of equipment, and installation schedule of the new playground equipment. Council discussed how the area will function and favoring a berm on the north side and a boarder around the play area- similar to Lee Park's playground area. Member Backen suggested staff be prepared to answer questions about the complete park concept plans. Mayor Murphy asked that lights be considered in the playground area primarily for the purpose of security.

UPDATE: On Solar Garden Lottery

4. Glick provided an update on the Solar Garden lottery. The agreement is ready to be finalized between the city and US Solar. She noted that she had received a call from a Carver County resident raising concern about the siting of solar gardens. On follow up with Carver County Planning staff, we were assured that there is a conditional use permit process required prior to solar garden approval.

UPDATE: Information on Bottineau LRT Planning

5. Glick provided information showing 3 potential station locations between 42nd and 41st. Member Selman supported focusing the station making downtown Robbinsdale visible to a majority of the people on the train as well as utilizing the focus plaza area next to Hubbard Marketplace. It was noted that regardless of where the train stopped, a lot of people would be looking at the west side of the parking ramp and care should be taken in designing this area including wayfinding information about Robbinsdale. There was discussion about making the station user friendly for those walking/biking to the station and those parking in the ramp balanced with enticing people off the LRT to explore Robbinsdale and helping first time visitors to easily navigate to downtown. It was agreed that Council will schedule a site visit to this location and use temporary markings in order to better determine station location and layout.

OTHER BUSINESS

6. The Terrace Theatre and Rainbow building were talked about regarding cleaning up the leak and old heating oil tank discovered by a contractor considering redevelopment of the site and that a grant is available.
7. Mayor Murphy brought up the idea of the City purchasing certain duplexes which were consistently poorly managed and renting them pending redevelopment of an area. Glick will do research on the concept.

ADJOURNMENT

8. The meeting was adjourned by Mayor Pro Tem Backen at 10:17 p.m.

Tom Marshall, Recorder

Pat Backen, Mayor Pro Tem



City of Robbinsdale

MEMORANDUM

TO: Mayor and City Council

FROM: Marcia Glick, City Manager

DATE: April 19, 2016

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 April 19, 2016.

Marcia E. Glick

Marcia Glick, City Manager

CONCURRENCE:

Tom Marshall

Tom Marshall, City Clerk

INDIVIDUAL LICENSES FOR COUNCIL APPROVAL

04/19/2016

Current Date: 4/14/2016

<u>Type</u>	<u>Applicant</u>	<u>License Fee</u>
Transient Merchants	Filius Blue, LLC	25.00

Number of Licenses Requesting Council Approval: 1

CONTRACTORS' LICENSES FOR COUNCIL APPROVAL 04/19/2016

<u>Applicant</u>	<u>Type</u>	<u>License Fee</u>
ALL WEATHER HEATING & COOLING	Mechanical Contractor	50.00
APOLLO HEATING & AIR	Mechanical Contractor	50.00
ARCHER PLUMBING INC	Plumbing Contractor	50.00
AVID HEATING & COOLING LLC	Mechanical Contractor	50.00
BOILER SERVICES INC	Mechanical Contractor	50.00
GOLDEN LEAF TREE SERVICE	Tree Trimmer	50.00
J & J MECHANICAL INC	Plumbing Contractor	50.00
JESSE TOUTGES LLC	Plumbing Contractor	50.00
LAKES PLUMBING & HEATING INC	Plumbing Contractor	50.00
LARSON PLUMBING INC (PL)	Plumbing Contractor	50.00
McCHESNEY HEATING & A/C LLC	Mechanical Contractor	50.00
MIKE DAY dba; KINGDOM CONCRETE & BLOCK	Concrete Contractor	50.00
POLAR PLUMBING INC	Plumbing Contractor	50.00
RESIDENTIAL HEATING & A/C INC	Mechanical Contractor	50.00
STEWART CONSTRUCTION LLC	Concrete Contractor	50.00
SUMMIT COMPANIES (PL)	Plumbing Contractor	50.00
WALKER ROOFING COMPANY	Roofing Contractor	50.00

Number of Contractor Licenses Requesting Council Approval: 17

MEMORANDUM

TO: Mayor and City Council

FROM: Marcia Glick, City Manager

DATE: April 19, 2016

SUBJECT: Accept Quote for Replacement of Two Pick Up Trucks – City Projects 8027 and 8069

Background:

Included in the approved 2016 Capital Equipment Budget is the scheduled replacement of two pick up trucks (Units #123 and #115). These trucks are used for general purpose work throughout the City.

The proposed vehicles are 2016 Ford F-150 Super Cab 4x4 with a 2.7L V6 Ecoboost gasoline powered engine. These units are replacing trucks from 2006 and 2007 with V8 gasoline engines. The older units will be sent to auction. The vehicles are a government contract item (Contract #85051). It is proposed to purchase the vehicles from Midway Ford of Roseville, MN for a price of \$27,417.24 each + tax and licensing.

The total approved budget for these vehicles is \$69,000.00. Staff recommends the purchase of the equipment identified. The vehicles will be licensed at the Robbinsdale Deputy Registrar.

Recommendation:

By motion, authorize the City Manager and Finance Director to issue Purchase Orders to Midway Ford of Roseville, MN for the purchase of two 2016 Ford F-150 Super Cab 4x4 pick ups with 2.7L V6 Ecoboost engines for the amount of \$27,417.24 each + tax and licensing.



Marcia Glick, City Manager

CONCURRENCE:



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



MEMORANDUM

TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: April 19, 2016
RE: Deputy Registrar Appointment

Background

The Deputy Registrar for the Robbinsdale Motor Vehicle Office should be appointed/re-appointed on an annual basis. In January, License Center Specialist Cherisse Coleman was appointed as Acting Deputy Registrar until the License Center Manager position was filled and that person would then be appointed as Deputy Registrar.

Analysis/Conclusion

Recently, Matt Hirsch was hired as the city's License Center Manager and staff recommends appointment of Matt as Deputy Registrar for the Robbinsdale Motor Vehicle Office.

Recommendation

Motion to appoint License Center Manager Matt Hirsch as Deputy Registrar for the Robbinsdale Motor Vehicle Office.

Marcia Glick, City Manager

CONCURRENCE

Tom Marshall, City Clerk



City of Robbinsdale

MEMORANDUM

TO: Mayor and Council Members
FROM: Marcia Glick, City Manager
DATE: April 19, 2016
RE: Insurance Renewal - Waiving the Statutory Tort Liability Limits

Background

Cities obtaining liability coverage from the League of Minnesota Cities Insurance Trust must decide whether or not to waive the statutory tort liability limits to the extent of the coverage purchased.

Analysis/Conclusion

If the City does not waive the statutory tort limits, an individual claimant would be able to recover no more than \$500,000 from our insurance coverage on any claim to which the statutory tort limits apply. The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would be limited to \$1.5 million.

If the City waives the statutory tort limits and does not purchase excess liability coverage, a single claimant could potentially recover up to \$2 million for a single occurrence. (Under this option, the tort cap liability limits are waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2 million.) The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2 million, regardless of the number of claimants. Waiving the limit results in a premium increase of 3% which, for the City, is approximately \$2,400.

The City has the option to purchase excess coverage in factors of \$1 million. The basic policy covers up to \$2 million and covers several areas not covered by the Statutory Tort Liability Limits. Examples provided by LMCIT include: "Police Liability, Employment related discrimination claims, Land Use, certain types of Contract claims may expose your city to liability for damages sustained over and above the Cap." The City has exposure to all these areas.

If the City waives the statutory tort limits and purchases excess liability coverage, a single claimant could potentially recover an amount up to the limit of the coverage purchased (i.e. if \$1M extra coverage is purchased, a person could recover up to \$3M.) The total which all claimants would be able to recover for a single occurrence would also be limited to the amount of coverage purchased, regardless of the number of claimants. Purchasing additional coverage and waiving the tort liability limits increases the cost of the excess coverage by 25%. The cost of excess liability coverage per million is approximately \$17,400 if we waive, and approximately \$16,875 if we do not waive. The City has the option to set aside this premium savings as an insurance reserve for the future.

Bill Husbands typically recommends waiving the monetary limits on the tort liability and does not recommend the purchase of excess liability coverage. The City Manager and Finance Director reviewed this matter with Bill Husbands and feel this is an appropriate expense for the City, given the City's exposure to activities where the statutory limits apply.

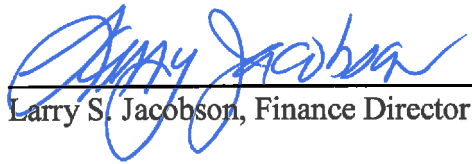
Recommendation

Approve a motion to direct the City Manager to execute the appropriate documents WAIVING the monetary limits on municipal tort liability established by Minnesota Statutes 466.04 for the City of Robbinsdale relating to the 2016-2017 insurance renewal and not involve the purchase of excess liability coverage.



Marcia Glick, City Manager

CONCURRENCE:



Larry S. Jacobson, Finance Director



MEMORANDUM

TO: City Council
FROM: Marcia Glick
DATE: April 19, 2016
RE: Accept Subgrant from State of Minnesota Department of Public Safety Toward Zero Deaths Enforcement Grant Program.

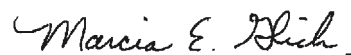
Background

The City of Minneapolis, acting through the State of Minnesota Department of Public Safety has received a Toward Zero Deaths Enforcement Grant. The City of Minneapolis is awarding \$25,216, of the grant to the City of Robbinsdale as a Contractor. The City should accept this grant award by resolution.

The City will use the grant to reimburse the cost of patrol officer overtime incurred as a participant in the grant.

Recommendation

By motion, waive the reading and order the adoption of the resolution to Accept the Subgrant from State of Minnesota Department of Public Safety Toward Zero Deaths Enforcement Grant in the amount of \$25,216 and authorize the Mayor and City Manager to execute the agreement.



Marcia Glick, City Manager

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 19TH day of April 2016.

RESOLUTION NO. _____

A RESOLUTION ACCEPTING THE SUBGRANT FROM STATE OF MINNESOTA
DEPARTMENT OF PUBLIC SAFETY TOWARD ZERO DEATHS ENFORCEMENT
GRANT IN THE AMOUNT OF \$25, 216

WHEREAS, The City of Robbinsdale is generally authorized to accept grants and donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts and bequests for the benefit of recreational services pursuant to Minnesota Statutes Section 471.17; and

WHEREAS, the City of Robbinsdale has been awarded a subgrant from the City of Minneapolis from the State of Minnesota Department of Public Safety Toward Zero Deaths Enforcement Grant in the amount \$25, 216 for the reimbursement of overtime to traffic enforcement officers as part of the increased enforcement, which is part of the program.

WHEREAS, The City Council finds that it is appropriate to accept the grant awarded;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROBBINSDALE MINNESOTA that the grant described above is accepted and shall be used for the benefit of its citizens as allowed by law.

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 19TH DAY OF APRIL 19, 2016.

Regan L. Murphy, Mayor

ATTEST:

Tom Marshall, City Clerk
(seal)



City of Robbinsdale

Consent G

MEMORANDUM

TO: City Council
FROM: Marcia Glick, City Manager
DATE: April 19, 2016
RE: Deputy Registrar's Monthly Financial Statements

Attached are the Deputy Registrar's financial reports for the months of January and February 2016 prepared by the finance department. The reports include monthly and year to date amounts for 2016 with comparable amounts to 2015.

Year to date revenues through February are \$84,077 which is \$8,565 higher than the prior year. Expenditures are higher by \$4,606. There is a net income of \$32,414 year to date, which is \$4,606 higher than last year.

Passport service has continued to increase in 2016. Passport revenue year to date increased \$12,244, (+50%) and motor vehicle fees saw a decrease of \$3,025, (-6%). Hennepin County service centers discontinued the passport service in November 2013.

The express lane for the simple vehicle tab renewals continues to be opened when lines get long.

Staffing levels continue to be reviewed. The office had a retirement at the end of 2015 of the office's supervisor. Existing staff stepped up to fill the void and some additional hours have been added. We will continue to monitor and report monthly results. There was also three pay period end dates in January of 2016 versus two in 2015. The three pay periods was in March of 2015.)

Recommendation

Approve a motion to acknowledge the Deputy Registrar's financial reports for the months of January and February 2016.


Marcia Glick, City Manager

CONCURRENCE:


Larry Jacobson, Finance Director

City of Robbinsdale
Deputy Registrar
Profit and Loss Statement From Operations
For Period Ending January 31, 2016

	Jan-2016	Jan-2015	Year to Date		% Inc (Dec) from Previous Year
			2016	2015	
Notary Fees	0	5	0	5	(100.0%)
Motor Vehicle Fees	20,294	22,579	20,294	22,579	(10.1%)
Boat/Snow/ATV/ORV Fees	354	497	354	497	(28.8%)
Fast Track Fees	750	1,020	750	1,020	(26.5%)
Fish & Game Fees	5	0	5	0	0.0%
Passport Fees	18,817	11,913	18,817	11,913	58.0%
Cash Over & Short	152	87	152	87	74.7%
Other Revenue	90	49	90	49	83.7%
Revenues	<u>40,462</u>	<u>36,150</u>	<u>40,462</u>	<u>36,150</u>	11.9%
Operating Expenses:					
Personal Services	20,684	13,194	20,684	13,194	56.8%
Supplies & Repairs	963	206	963	206	367.5%
Internal Serv Charges	4,879	5,513	4,879	5,513	(11.5%)
Other Charges & Services	686	546	686	546	25.6%
Depreciation	0	0	0	0	0.0%
Other (Income) Expense	0	0	0	0	0.0%
Total	<u>27,212</u>	<u>19,459</u>	<u>27,212</u>	<u>19,459</u>	39.8%
Operating Income / (Loss)	<u>13,250</u>	<u>16,691</u>	<u>13,250</u>	<u>16,691</u>	
Percent to Revenues	33%	46%	33%	46%	

City of Robbinsdale
Deputy Registrar
Profit and Loss Statement From Operations
For Period Ending February 29, 2016

	Feb-2016	Feb-2015	Year to Date		% Inc (Dec) from Previous Year
			2016	2015	
Notary Fees	0	20	0	25	(100.0%)
Motor Vehicle Fees	24,697	25,437	44,991	48,016	(6.3%)
Boat/Snow/ATV/ORV Fees	314	334	668	831	(19.6%)
Fast Track Fees	620	1,010	1,370	2,030	(32.5%)
Fish & Game Fees	3	0	8	0	#DIV/0!
Passport Fees	17,924	12,584	36,741	24,497	50.0%
Cash Over & Short	27	(179)	179	(92)	0.0%
Other Revenue	30	156	120	205	(41.5%)
Revenues	<u>43,615</u>	<u>39,362</u>	<u>84,077</u>	<u>75,512</u>	11.3%
Operating Expenses:					
Personal Services	19,324	21,463	40,008	34,657	15.4%
Supplies & Repairs	(14)	250	949	456	108.2%
Internal Serv Charges	4,879	5,513	9,758	11,026	(11.5%)
Other Charges & Services	262	372	948	918	3.3%
Depreciation	0	0	0	0	0.0%
Other (Income) Expense	0	0	0	0	0.0%
Total	<u>24,451</u>	<u>27,598</u>	<u>51,663</u>	<u>47,057</u>	9.8%
Operating Income / (Loss)	<u>19,164</u>	<u>11,764</u>	<u>32,414</u>	<u>28,455</u>	
Percent to Revenues	44%	30%	39%	38%	



City of Robbinsdale

MEMORANDUM

TO: City Council
FROM: Marcia Glick, City Manager
DATE: April 19, 2016
RE: Robbinsdale Wine & Spirits Monthly Financial Statements

Attached are the Robbinsdale Wine & Spirits financial reports for the month of January 2016 prepared by the finance department. The report includes monthly and year to date amounts for 2016 with comparable amounts to 2015.

Year to date sales through January are \$231,183 which is down \$12,913 from the prior year. Gross profit on sales is at \$61,950 compared with \$57,615 in 2015. Gross profit is at 27% which is slightly higher than target. Net income for the year is a loss of (\$676), compared to income of \$9,925 in 2015.

The main reason for the shift is related to payroll and payroll period timing differences between years. In 2016, the liquor manager was on vacation for a period of time and extra staff hours were scheduled to make up for the absence, resulting in additional hours of personal service compared to the prior year. There was also three pay period end dates in January of 2016 versus two in 2015. The three pay periods was in March of 2015. Personal services costs are expected to fluctuate in 2016 versus 2015 as staffing changes occur at the store as the result of the liquor manager retiring in March 2016. We will continue to monitor and report monthly results

There is a scheduled rent increase of 4.5%, and a catch up adjustment on the common area maintenance fees for 2015 has not been received yet.

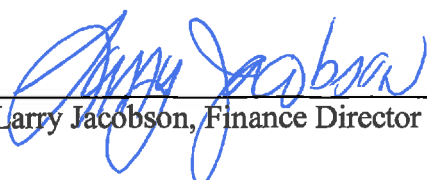
Recommendation

Approve a motion to acknowledge the Robbinsdale Wine & Spirits for the month of January 2016.



Marcia Glick, City Manager

CONCURRENCE:



Larry Jacobson, Finance Director

City of Robbinsdale
Robbinsdale Wine & Spirits\RC Liquors
Profit and Loss Statement From Operations
For Period Ending January 31, 2016

			Year to Date		% Inc (Dec) from Previous Year
	Jan-2016	Jan-2015	2015	2014	
Sales	233,731	246,708	233,731	246,708	(5.3%)
Less Customer Discounts	2,548	2,612	2,548	2,612	(2.5%)
Net Sales	231,183	244,096	231,183	244,096	(5.3%)
Cost of Sales	169,233	186,481	169,233	186,481	(9.2%)
Gross Profit	61,950	57,615	61,950	57,615	7.5%
Percent to Net Sales	27%	24%	27%	24%	
Operating Expenses:					
Personal Services	33,103	16,585	33,103	16,585	99.6%
Supplies & Repairs	758	595	758	595	27.4%
Other Charges & Services	15,456	17,360	15,456	17,360	(11.0%)
Rent	8,017	7,849	8,017	7,849	2.1%
Depreciation	5,217	5,250	5,217	5,250	(0.6%)
Other (Income) Expense	75	51	75	51	0.0%
Total	62,626	47,690	62,626	47,690	31.3%
Operating Income / (Loss)	(676)	9,925	(676)	9,925	(106.8%)
Percent to Net Sales	0%	4%	0%	4%	

	Current Month Analysis				
	Liquor	Wine	Beer	Misc	Totals
Sales	88,286	45,054	87,526	10,317	231,183
Inventory of January 1	211,744	110,667	69,238	10,947	402,596
Purchases	53,575	22,198	61,933	6,046	143,752
Less Inventory of January 31	202,901	102,207	63,031	8,976	377,115
Cost of Sales	62,418	30,658	68,140	8,017	169,233
Gross Profit	25,868	14,396	19,386	2,300	61,950
Percent to Net Sales	29%	32%	22%	22%	27%

City of Robbinsdale
Robbinsdale Wine & Spirits/RC Liquors
Profit and Loss Statement From Operations
For Period Ending January 31, 2016

Sales / Cost of Sales Analysis

			Year to Date		% Inc (Dec) from Previous Year
	Jan-2016	Jan-2015	2015	2014	
Liquor Sales	88,286	94,345	88,286	94,345	(6.4%)
Liquor Cost of Sales	62,418	51,115	62,418	51,115	22.1%
Gross Profit	<u>25,868</u>	<u>43,230</u>	<u>25,868</u>	<u>43,230</u>	<u>(40.2%)</u>
Percent to Net Sales	29%	46%	29%	46%	
 Wine Sales	45,054	45,714	45,054	45,714	(1.4%)
Wine Cost of Sales	30,658	25,403	30,658	25,403	20.7%
Gross Profit	<u>14,396</u>	<u>20,311</u>	<u>14,396</u>	<u>20,311</u>	<u>(29.1%)</u>
Percent to Net Sales	32%	44%	32%	44%	
 Beer Sales	87,526	94,805	87,526	94,805	(7.7%)
Beer Cost of Sales	68,140	102,608	68,140	102,608	(33.6%)
Gross Profit	<u>19,386</u>	<u>(7,803)</u>	<u>19,386</u>	<u>(7,803)</u>	<u>(348.4%)</u>
Percent to Net Sales	22%	-8%	22%	-8%	
 Misc Sales	10,317	9,232	10,317	9,232	11.8%
Misc Cost of Sales	8,017	7,355	8,017	7,355	9.0%
Gross Profit	<u>2,300</u>	<u>1,877</u>	<u>2,300</u>	<u>1,877</u>	<u>22.5%</u>
Percent to Net Sales	22%	20%	22%	20%	
 Total Sales	231,183	244,096	231,183	244,096	(5.3%)
Total Cost of Sales	169,233	186,481	169,233	186,481	(9.2%)
Gross Profit	<u>61,950</u>	<u>57,615</u>	<u>61,950</u>	<u>57,615</u>	<u>7.5%</u>
Percent to Net Sales	27%	24%	27%	24%	



City of Robbinsdale

Consent I

MEMORANDUM

TO: City Council
FROM: Marcia Glick, City Manager
DATE: April 19, 2016
RE: Robbinsdale Wine & Spirits Monthly Financial Statements

Attached are the Robbinsdale Wine & Spirits financial reports for the month of February 2016 prepared by the finance department. The report includes monthly and year to date amounts for 2016 with comparable amounts to 2015.

Year to date sales through February are \$467,537 which is down \$2,446 from the prior year. Gross profit on sales is at \$116,220 compared with \$114,420 in 2015. Gross profit is at 25% which is on target. Net income for the year is a loss of (\$9,945), compared to income of \$3,536 in 2015.

The main reason for the shift is related to payroll and payroll period timing differences between years. In 2016, the liquor manager was on vacation for a period of time and extra staff hours were scheduled to make up for the absence, resulting in additional hours of personal service compared to the prior year. There was also three pay period end dates in January of 2016 versus two in 2015. The three pay periods was in March of 2015. Personal services costs are expected to fluctuate in 2016 versus 2015 as staffing changes occur at the store as the result of the liquor manager retiring in March 2016. We will continue to monitor and report monthly results

There is a scheduled rent increase of 4.5%, and a catch up adjustment on the common area maintenance fees for 2015 has not been received yet.

Recommendation

Approve a motion to acknowledge the Robbinsdale Wine & Spirits for the month of February 2016.

Marcia Glick, City Manager

CONCURRENCE:

Larry Jacobson, Finance Director

City of Robbinsdale
Robbinsdale Wine & Spirits\RC Liquors
Profit and Loss Statement From Operations
For Period Ending February 29, 2016

			Year to Date		% Inc (Dec) from Previous Year
	Feb-2016	Feb-2015	2016	2015	
Sales	238,853	228,229	472,584	474,937	(0.5%)
Less Customer Discounts	2,499	2,342	5,047	4,954	1.9%
Net Sales	236,354	225,887	467,537	469,983	(0.5%)
Cost of Sales	182,084	169,082	351,317	355,563	(1.2%)
Gross Profit	54,270	56,805	116,220	114,420	1.6%
Percent to Net Sales	23%	25%	25%	24%	
Operating Expenses:					
Personal Services	36,037	28,058	69,140	44,643	54.9%
Supplies & Repairs	961	1,454	1,719	2,049	(16.1%)
Other Charges & Services	13,173	12,966	28,629	30,326	(5.6%)
Rent	8,106	15,537	16,123	23,386	(31.1%)
Depreciation	5,217	5,250	10,434	10,500	(0.6%)
Other (Income) Expense	45	(71)	120	(20)	(700.0%)
Total	63,539	63,194	126,165	110,884	13.8%
Operating Income / (Loss)	(9,269)	(6,389)	(9,945)	3,536	(381.3%)
Percent to Net Sales	-4%	-3%	-2%	1%	

	Current Month Analysis				
	Liquor	Wine	Beer	Misc	Totals
Sales	87,439	47,034	91,512	10,369	236,354
Inventory of February 1	202,901	102,207	63,031	8,976	377,115
Purchases	79,988	31,269	70,671	6,992	188,920
Less Inventory of February 29	214,131	99,656	62,482	7,682	383,951
Cost of Sales	68,758	33,820	71,220	8,286	182,084
Gross Profit	18,681	13,214	20,292	2,083	54,270
Percent to Net Sales	21%	28%	22%	20%	23%

City of Robbinsdale
Robbinsdale Wine & Spirits\RC Liquors
Profit and Loss Statement From Operations
For Period Ending February 29, 2016

Sales / Cost of Sales Analysis

			Year to Date		% Inc (Dec) from Previous Year
	Feb-2016	Feb-2015	2016	2015	
Liquor Sales	87,439	87,244	175,725	181,589	(3.2%)
Liquor Cost of Sales	68,758	65,110	131,176	116,225	12.9%
Gross Profit	<u>18,681</u>	<u>22,134</u>	<u>44,549</u>	<u>65,364</u>	<u>(31.8%)</u>
Percent to Net Sales	21%	25%	25%	36%	
 Wine Sales	47,034	44,917	92,088	90,631	1.6%
Wine Cost of Sales	33,820	29,779	64,478	55,182	16.8%
Gross Profit	<u>13,214</u>	<u>15,138</u>	<u>27,610</u>	<u>35,449</u>	<u>(22.1%)</u>
Percent to Net Sales	28%	34%	30%	39%	
 Beer Sales	91,512	84,927	179,038	179,732	(0.4%)
Beer Cost of Sales	71,220	66,527	139,360	169,135	(17.6%)
Gross Profit	<u>20,292</u>	<u>18,400</u>	<u>39,678</u>	<u>10,597</u>	<u>274.4%</u>
Percent to Net Sales	22%	22%	22%	6%	
 Misc Sales	10,369	8,799	20,686	18,031	14.7%
Misc Cost of Sales	8,286	7,666	16,303	15,021	8.5%
Gross Profit	<u>2,083</u>	<u>1,133</u>	<u>4,383</u>	<u>3,010</u>	<u>45.6%</u>
Percent to Net Sales	20%	13%	21%	17%	
 Total Sales	236,354	225,887	467,537	469,983	(0.5%)
Total Cost of Sales	182,084	169,082	351,317	355,563	(1.2%)
Gross Profit	<u>54,270</u>	<u>56,805</u>	<u>116,220</u>	<u>114,420</u>	<u>1.6%</u>
Percent to Net Sales	23%	25%	25%	24%	

Liquor Store Sales - 2016 and 2016

	<u>Jan 16</u>	<u>Jan 16</u>	<u>Feb 16</u>	<u>Feb 16</u>	<u>Mar 15</u>	<u>Mar 16</u>
Liquor	94,193.00	88,286.00	86,935.00	87,439.00		
Wine	45,648.00	45,054.00	44,779.00	47,034.00		
Beer	95,166.00	87,526.00	85,462.00	91,512.00		
Misc	9,089.00	10,317.00	8,711.00	10,369.00		
	<u>244,096.00</u>	<u>231,183.00</u>	<u>225,887.00</u>	<u>236,354.00</u>	-	-

	<u>Apr 15</u>	<u>Apr 16</u>	<u>May 15</u>	<u>May 16</u>	<u>Jun 15</u>	<u>Jun 16</u>
Liquor						
Wine						
Beer						
Misc						
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

	<u>Jul 15</u>	<u>Jul 16</u>	<u>Aug 15</u>	<u>Aug 16</u>	<u>Sept 15</u>	<u>Sept 16</u>
Liquor						
Wine						
Beer						
Misc						
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

	<u>Oct 15</u>	<u>Oct 16</u>	<u>Nov 15</u>	<u>Nov 16</u>	<u>Dec 15</u>	<u>Dec 16</u>
Liquor						
Wine						
Beer						
Misc						
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>



TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: April 19, 2016
RE: Resolution Support for Grant Applications – Environmental Assessment and Clean Up

Background

The 2016 grant cycle applications are due on May 2nd for Tax Base Revitalization Account (TBRA) Clean up grant from Metropolitan Council and the Contamination Cleanup grant from Department of Employment and Economic Development (DEED). Kent Carlson from Inland Development Partners (IDP) holds the purchase agreement for the Terrace Mall area and in the course of exploring redevelopment opportunities has found that the floor tile in the old Rainbow Foods contains asbestos. There is an underground storage tank which had leaked, was previously abandoned in place, and soil contamination remains. There was also some lead-based paint found in the former Terrace Theater.

Developer discussions leading up to a purchase agreement with Brixmor late in 2015 began in late 2014. Potential redevelopment discussions at the staff level have included:

- Exploration of redevelopment concepts including a grocery store indicated as a priority by the city;
- Other commercial options including studying condition of the theater;
- Housing development to address the Metropolitan Council's housing goals for Robbinsdale

Developer negotiations for a commercial redevelopment are nearly complete and would involve subdivision to rationalize the land ownership between the redevelopment site and North Memorial and likely other planning considerations.

American Engineering Testing, consultant for IDP provided an outline of the clean up grant opportunities, work completed to date and a summary of costs shown in Exhibit 1. The total grant requests to address cost of environmental review and abatement is \$344,400.

Redevelopment/renovation of the theater have been discussed by numerous parties going back to 2003-4 when the REDA obtained a clean up grant to address asbestos and other hazards in the theater building anticipating possible conversion of the site to medical office use envisioned by Heritage Property Investment Trust. The Rainbow foods store closed in April 2013 and the mall has struggled to fill its commercial spaces for a number of years. Removal of hazardous materials will help to facilitate redevelopment in conformance with the Comprehensive Plan

Analysis/Conclusion

A council resolution is required to support application for both the Met Council and DEED grants which are due on May 2nd. It is anticipated that commercial redevelopment plans will be submitted within the next month for City consideration. Approving application for clean up funds does not impact the City Council's separate evaluation of redevelopment plans.

Recommendation

1. By motion, waive the reading and order the adoption of Resolution No. XXXX "A RESOLUTION AUTHORIZING APPLICATION FOR THE TAX BASE REVITALIZATION ACCOUNT - (Terrace Mall Redevelopment Site)."
2. By motion, waive the reading and order the adoption of Resolution No. XXXX "A RESOLUTION AUTHORIZING APPLICATION FOR A CONTAMINATION CLEAN UP GRANT FROM THE DEPARTMENT OF EMPLOYMENT AND ECONOMIC DEVELOPMENT (DEED) - (Terrace Mall Redevelopment Site)."

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

Marcia Glick, City Manager



Terrace Mall Redevelopment Application for Brownfield Grants

EXHIBIT 1
CONSULTANTS
• ENVIRONMENTAL
• GEOTECHNICAL
• MATERIALS
• FORENSICS

The total estimated Brownfield grant costs are \$360,000. Of this amount, \$230,000 is to abate lead-based paint and asbestos, and \$130,000 is to perform assessment, investigation and to excavate and dispose of contaminated soil. We will apply for two following grants:

- Metropolitan Council Livable Communities Tax Base Revitalization Account (TBRA) Grant. Request for Lead Based Paint and Asbestos Abatement - **\$230,000;**
- Department of Employment and Economic Development (DEED) Grant. Request for Environmental Assessment, Investigation and Cleanup - **\$97,500** (DEED only pays for 75% of the total requested amount of \$130,000);
- TBRA Grant. Request for costs related to of Environmental Assessment, Investigation and Soil Cleanup (13% of the total requested amount of \$130,000). - **\$16,900**
- **Estimated Total requested from grants = \$344,400**

Work Completed at Terrace Mall to Date

- November 2015. Performed Phase I Site visits as part of Phase I ESA. Preliminarily found two RECs; former onsite dry cleaner and closed-in-place fuel oil UST.
- November 2015. Performed asbestos field work of unoccupied spaces.
- January 2016. Completed 6-geotech borings/field screened soils and asbestos field work of occupied spaces. This work confirmed did not need to further evaluate onsite dry cleaner.
- February 2016. Completed 3 additional geotech borings.
- February 2016. Completed two soil borings and one vapor boring as part of a Limited Phase II ESA, to evaluate existing impacts of closed-in-place onsite UST.
- March 2016. Prepared Response Action Plan (RAP) and MPCA Brownfields Enrollment form to propose a remediation plan.

Summary of Environmental Costs Incurred to Date - \$41,000

- Phase I ESA - \$4,200
- Limited Phase II ESA - \$10,000
- Asbestos/Regulated Waste Surveys - \$20,000
- RAP/MPCA Enrollment Form - \$4,500
- MPCA Review Costs (estimated) - \$2,300

Estimated Remaining Environmental Costs to Implement RAP - \$89,000

- RAP Implementation (consulting, Lab costs) - \$35,000
- MPCA Review Fees (estimated) - \$5,000
- Contractor Costs related to Excavation and Disposal of Contaminated Soil - \$49,000

Estimated Abatement Costs Eligible for Grant Reimbursement - \$230,000

- Lead Based Paint - \$10,000
- Regulated Wastes - \$80,000 (not eligible for grant reimbursement)
- Estimate of Asbestos Abatement - \$220,000.



Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 19th day of April, 2016.

RESOLUTION NO.

A RESOLUTION AUTHORIZING APPLICATION FOR THE TAX BASE REVITALIZATION ACCOUNT (Terrace Mall Redevelopment Site)

WHEREAS, the City of Robbinsdale is a participant in the Livable Communities Act's Local Housing Incentives Account Program for 2016 as determined by the Metropolitan Council, and is therefore eligible to make application to apply for funds under the Tax Base Revitalization Account; and

WHEREAS, the City has identified a contamination cleanup project within the City that met the Tax Base Revitalization Account's purposes and criteria and are consistent with and promote the purposes of the Metropolitan Livable Communities Act and the policies of the Metropolitan Council's adopted metropolitan development guide; and

WHEREAS, the City has the institutional, managerial and financial capability to ensure adequate project and grant administration; and

WHEREAS, the City certifies that it will comply with all applicable laws and regulations as stated in the contract grant agreements; and

WHEREAS, the City Finds that the required contamination cleanup will not occur through private or other public investment within the reasonably foreseeable future without Tax Base Revitalization Account grant funding; and

WHEREAS, the City represents that it has undertaken reasonable and good faith efforts to procure funding for the activities for which Livable Communities Act Tax Base Revitalization Account funding is sought but was not able to find or secure from other sources funding that is necessary for cleanup completion and states that this representation is based on the following reasons and supporting facts:

1. Redevelopment of existing structures in fully developed urban area is more restricted and expensive than in greenfields or less densely developed areas;
2. Due to existing conditions and lack of investment by previous ownership, the property has limited occupancy;
3. The properties' condition and value will continue to decline until it is properly repositioned and stabilized;

4. Due to the extent and location of asbestos containing materials and lead-based paint throughout the buildings, and fuel oil-impacted soil from under the buildings, redevelopment of the property for its highest and best use is extremely difficult and is not feasible without grant assistance; and
5. Removal of hazardous materials will help to facilitate redevelopment in conformance with the Comprehensive Plan.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROBBINSDALE, MINNESOTA: that the City Council of Robbinsdale authorizes the City Manager to submit an application for a \$246,900 Metropolitan Council Tax Base Revitalization Account grant fund and, if the City is awarded a Tax Base Revitalization Account grant for this project, the City will be the grantee and agrees to act as legal sponsor to administer and be responsible for grant funds expended for the project contained in the Tax Base Revitalization grant application to be submitted on May 2, 2016.

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

and the following voted against the same:

WHEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED
THIS ____ DAY OF _____, 2016.

Regan L. Murphy, Mayor

ATTEST:

Tom Marshall, City Clerk

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 19th day of April, 2016.

RESOLUTION NO.

A RESOLUTION AUTHORIZING APPLICATION FOR
A CONTAMINATION CLEAN UP GRANT FROM
THE DEPARTMENT OF EMPLOYMENT AND ECONOMIC DEVELOPMENT (DEED)
(Terrace Mall Redevelopment Site)

WHEREAS, the City has identified a contamination cleanup project within the City that met the DEED Contamination Clean Up Grant requirements; and

WHEREAS, redevelopment of existing structures in fully developed urban area is more restricted and expensive than in greenfields or less densely developed areas; and

WHEREAS, due to existing conditions and lack of investment by previous ownership, the property has limited occupancy; and

WHEREAS, the properties' condition and value will continue to decline until it is properly repositioned and stabilized;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROBBINSDALE, MINNESOTA: that the City of Robbinsdale has approved the Contamination Cleanup grant application for \$97,500 to be submitted to the Department of Employment and Economic Development (DEED) on May 2, 2016, by the City of Robbinsdale for the Terrace Mall Redevelopment site; and

BE IT FURTHER RESOLVED that the City of Robbinsdale commits to securing or acquiring the local match and authorizes the Mayor and City Manager to execute all required contracts related to this application; and

BE IT FURTHER RESOLVED that the City of Robbinsdale is located within the seven county metropolitan area defined in section 473.121, subdivision 2, and is participating in the local housing incentives program under section 473.254.

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

and the following voted against the same:

WHEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED
THIS ____ DAY OF _____, 2016.

Regan L. Murphy, Mayor

ATTEST:

Tom Marshall, City Clerk



MEMORANDUM

TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: April 19, 2019
RE: Premier of Northwest Community Television – Our Town’s Story - Robbinsdale

Background

Northwest Community Television undertook a process to produce a history documentary of each of the 9 member cities: Brooklyn Center, Brooklyn Park, Crystal, Golden Valley, Maple Grove, New Hope, Osseo, Plymouth, and Robbinsdale. The brochure created for the project hints at the history of the Nine Minnesota Cities: “The communities have grown up together, cities whose borders were traced out of the townships and villages which sprang from the prairie-land northwest of Minneapolis in the 1900s. It is a tale of frontiersmen and fur traders, of families and settlers and farmers who worked together while creating a place to call home. Our Town’s Story is the story of how a nation grew up, as seen through the eyes of our citizens and leaders. It should remind us always of the costs of freedom paid by many individuals, while celebrating the many success stories accomplished together as one community. From cultivating farmland to fighting in foreign wars, citizens will share their own stories of sacrifice and celebration.”

Dave Kiser from NWCT – Channel 12 will provide a preview of the Robbinsdale video at the council meeting. The video compiles stories by local historians and other residents who volunteered to share their stories.

Marcia Glick, City Manager



City of Robbinsdale Proclamation

WHEREAS, a regular walking program can reduce blood cholesterol, lower blood pressure, boost bone strength and help manage weight; and

WHEREAS, the City of Robbinsdale has been active participating in the Hennepin County Step To It Community Challenge since 2008; and

WHEREAS, The Step To It Challenge is a friendly physical activity competition between participating communities in Hennepin County and encourages community spirit along with encouraging people of all ages to start moving after a long winter; and

WHEREAS, the City of Robbinsdale encourages its residents to participate in the 2016 Step To It Community Challenge from May 1st to May 28th by registering with Hennepin County and recording their activities; and

WHEREAS, the City recommends the following safety tips while walking: **dress to be seen by drivers; wear reflective clothing during dusk and evening; make full eye contact with driver before stepping in front of a vehicle; carry a flashlight and a form of personal identification; and walk defensively;**

NOW THEREFORE, BE IT RESOLVED that I, Regan Murphy, Mayor of the City of Robbinsdale, Minnesota, in Hennepin County, with concurrence of the City Council, proclaim the **month of May 2016** as:

Step To It Month

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the official seal of the City of Robbinsdale this 19th day of April 2016.

ATTEST:

Regan L. Murphy, Mayor

Tom Marshall, City Clerk



MEMORANDUM

TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: April 19, 2016
RE: **Amendment to** Conditional use permit request C15-1 for a Taproom patio at 4165 West Broadway by Wicked Wort Brewing Co.

BACKGROUND:

On February 3, 2015, the City Council approved Conditional Use Permit C15-1 for a taproom, small brewery and patio at 4165 W Broadway – Wicked Wort – Resolution 7396. The patio approval was added to the resolution at the meeting:

Be it Further Resolved that conditional use permit C15-1 shall include development of a patio area of 1,200 sq. ft. or less in a location described... is hereby approved pursuant to Section 521.01, Subd. 4(l) and Section 535.01, subject to verification by staff that parking, deliveries and pedestrian circulation meets standards and subject to provision of a legal description of the patio area separate from the proposed boutique.

The conditional use permit was approved prior to demolition of that portion of the building between the tap room and the future boutique, so the area available for the patio was unknown. Now that spring has arrived, in preparing the plans for the building permit, it was confirmed that the area available for the patio is actually bigger than 1200 square feet.

ANALYSIS/CONCLUSION:

The proposed 1,943 square foot patio layout is shown in Attachment B of Exhibit 1. Entrance to the patio would be required to be from inside the brewery. Three gates shown on both the Broadway and parking lot fences are for maintenance access and emergencies. Gas fire pit plans were reviewed by the fire department and their comments are incorporated in the resolution conditions.

RECOMMENDATION:

Motion to waive the reading and order the adoption of the resolution shown in **Exhibit 1** A RESOLUTION AMENDING CONDITIONAL USE PERMIT C15-1 FOR PATIO FOR THE WICKED WORT BREWING COMPANY - 4165 WEST BROADWAY.

A handwritten signature in blue ink, appearing to read "Marcia Glick", written over a horizontal line.

Marcia Glick, City Manager

CONCURRENCE:

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

Rick Pearson, Community Development Coordinator

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 19th day of April, 2016

RESOLUTION NO. _____

RESOLUTION AMENDING CONDITIONAL USE PERMIT C15-1 FOR PATIO FOR THE WICKED WORT BREWING COMPANY AT 4165 WEST BROADWAY.

WHEREAS, on February 3, 2015 the City Council approved Resolution No. 7396 which provided approval for developing a patio at the Wicked Wort Brewing Company provided that it would be 1,200 sq. ft. or less and subject to provision of a legal description of the patio area separate from the boutique; and

WHEREAS, after demolition of the former building and exposure of the full area available for the patio it was actually larger; and

WHEREAS, the purpose of requiring a separate legal description for this area was to precisely define the patio area for recording purposes; and

WHEREAS, the inclusion of the drawing showing the patio location has been deemed to be sufficient for clarifying that the brewery service area does not include the boutique at 4175 W Broadway;

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Robbinsdale that conditional use permit C15-1 for a taproom/small brewery located at 4165 West Broadway legally described in **Attachment A** is hereby approved with a 1,943 square foot patio shown in **Attachment B** pursuant to Section 521.01, Subd. 4(l) and Section 535.01 subject to the following conditions:

1. That the gas fire pits shown on the plan be installed in accordance with the Minnesota Fuel Gas Code and the manufacturer's instructions and shall include:
 - a. A clearly marked gas shut off valve;
 - b. A drawing showing the dimensions from the fire pits to the walls for Fire Department approval;
 - c. The fence gates shall have simple action egress hardware;
2. That evidence of this approval shall be recorded at the applicant's sole expense with Hennepin County Records.

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 19TH DAY OF APRIL, 2016.

Regan L. Murphy, Mayor

ATTEST:

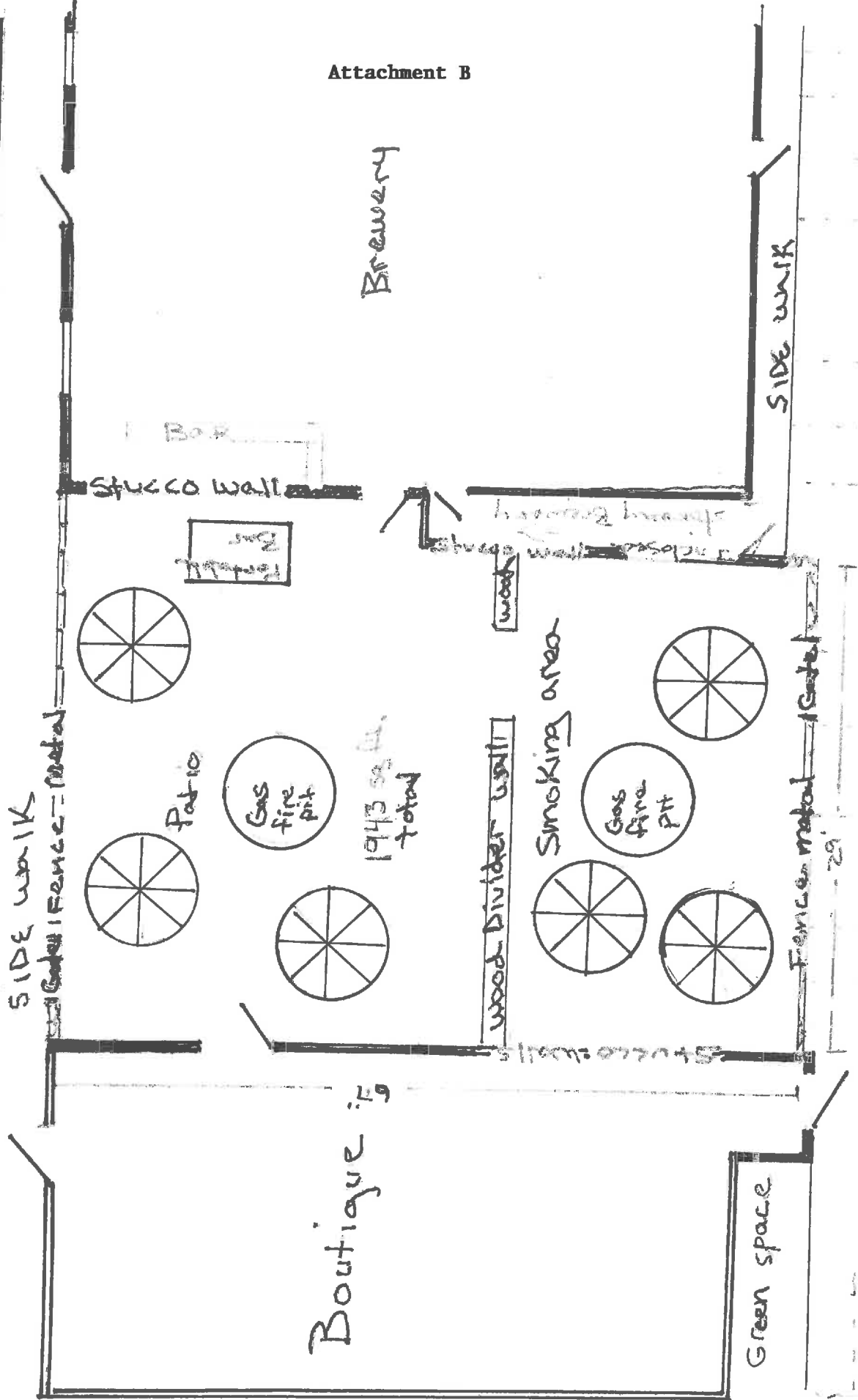
Tom Marshall, City Clerk
(SEAL)

Attachment A
Legal Description

Wicked Wort Patio

W. Broadway

Attachment B



Parking Lot



MEMORANDUM

To: Mayor and City Council
From: Marcia Glick, City Manager
Date: April 19, 2016
Subject: Second Reading of an Ordinance Amending City Code Salaries of Elected Officials

Background

The Robbinsdale Council Salary Review Committee meets each election year. This year they met on February 29th and reviewed the salaries of our council members and those from neighboring cities. Based on this, the Committee recommended amending Ordinance 205 with a 2% salary increase in 2017 and a 2% salary increase in 2018.

At their March 15th meeting, Robbinsdale City Council discussed the Committee's recommendation and then voted 4-1 for no salary increase for 2017 and a 2% increase in 2018.

Analysis/Conclusion

Council held the first reading of this amendment on March 15th and voted in favor of amending City Code Section 205 with a 2% increase for 2018.

Recommendation

BY MOTION, HOLD THE SECOND READING OF AN ORDINANCE AMENDING SECTION 205 OF THE CITY CODE SALARIES OF ELECTED OFFICIALS.

Marcia Glick, City Manager

CONCURRENCE:

Tom Marshall, City Clerk

Member Selman moved and Member Blonigan seconded a motion that the following ordinance, which was given its first reading on March 15th, 2016, be given its second reading on this 19th day of April, 2016, and that it be adopted.

ORDINANCE NO. 16-04

AN ORDINANCE AMENDING SECTION 205 OF THE CITY CODE
SALARIES OF ELECTED OFFICIALS

THE CITY COUNCIL OF THE CITY OF ROBBINSDALE DOES ORDAIN:

1) That Section 205.01 of the Robbinsdale City Code is hereby amended to read as follows:

205.01. Council salaries. Subdivision 1. Mayor. The salary of the mayor is ~~\$10,151~~ \$10,354 per annum effective January 1, ~~2015~~ 2016 and ~~\$10,354~~ \$10,561 per annum effective January 1, ~~2016~~ 2018.

2) That Section 205.03 of the Robbinsdale City Code is hereby amended to read as follows:

205.03. Councilmembers. The salary of each member of the council is ~~\$8,097~~ \$8,259 per annum effective January 1, ~~2015~~ 2016 and ~~\$8,259~~ \$8,424 per annum effective January 1, ~~2016~~ 2018.

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 the ordinance is to adjust the annual salaries for the Mayor and Councilmembers for 2018, no change for 2017.

First Reading: YEAS: Blonigan, Rogan, Selman, Mayor Murphy
NAYS: Backen

Second Reading: YEAS:
NAYS:

PASSED AND ADOPTED BY THE CITY COUNCIL THIS 19th DAY OF APRIL, 2016.

Regan L. Murphy, Mayor

ATTEST:

Tom Marshall, City Clerk

MEMORANDUM

TO: Mayor and City Council

FROM: Marcia Glick, City Manager

DATE: April 19, 2016

SUBJECT: Award Bid for 2016 Bituminous Mill and Paving Project – City Projects 27116 + 37516 + 39816 + 40516

Background:

As part of the 2016 Capital Improvement Program, funding has been allocated for the treatment of streets in order to prolong the lives of the pavement. Such programs are very necessary and operate hand-in-hand with the street reconstruction program in order to maintain proper road surfaces throughout the City.

For 2016, there are multiple projects that have been combined in one bid document for street surfacing. The projects included are –

27116 – Lakeview Terrace Park – Western Side Parking Lot
37516 – France Avenue – County Road 9 to Natureview Circle
39816 – Road Resheet Program – expanded program on various streets through City
40516 – Lakeview Avenue – 41st to County Road 9

The work proposed consists of a number of different treatments, ranging from repair of localized failures, surface milling and overlaying, and reclaiming full depth pavement. The specific type of treatment has been tailored to suit the specific conditions of the selected road segments including consideration of the existing pavement thickness, in order to prolong the life of those surfaces. Included in a number of the projects is the installation of plastic reinforcement mesh within the replaced road section in order to slow the reflection of cracks through the new pavement surface.

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

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

On April 14th, 2016, bids were received and publicly opened for this project (City Projects 27116+ 37516 + 39816 + 40516). A total of 7 bids were received with bid prices ranging from \$849,105.35 to \$1,132,143.85. The Engineer's estimate for the combined projects is \$1,317,207.50. The bid summary and abstract of bids has been included as *Attachment 2* for Council Members information.

The overall low bidder is Valley Paving Inc., of Shakopee, MN. Although the City has not worked with this contractor before, reference checks performed by staff have found their work to be satisfactory.

The approved 2016 Capital Works Program budget has \$1,416,000 allocated for these projects. Based on the favorable price received, it is possible that additional streets could be added and remain within the allocated budget. The contract has been written to have the work performed generally between July 1st and September 1st.

Shown as *Attachment 3* is a resolution awarding a contract for the 2016 Bituminous Mill and Paving Project – City Projects 27116+ 37516 + 39816 + 40516, to Valley Paving Inc., of Shakopee, MN.

Recommendation:

Waive the reading and order the adoption of the attached resolution awarding a contract for the 2016 Bituminous Mill and Paving Project – City Projects 27116+ 37516 + 39816 + 40516, to Valley Paving Inc., of Shakopee, MN.

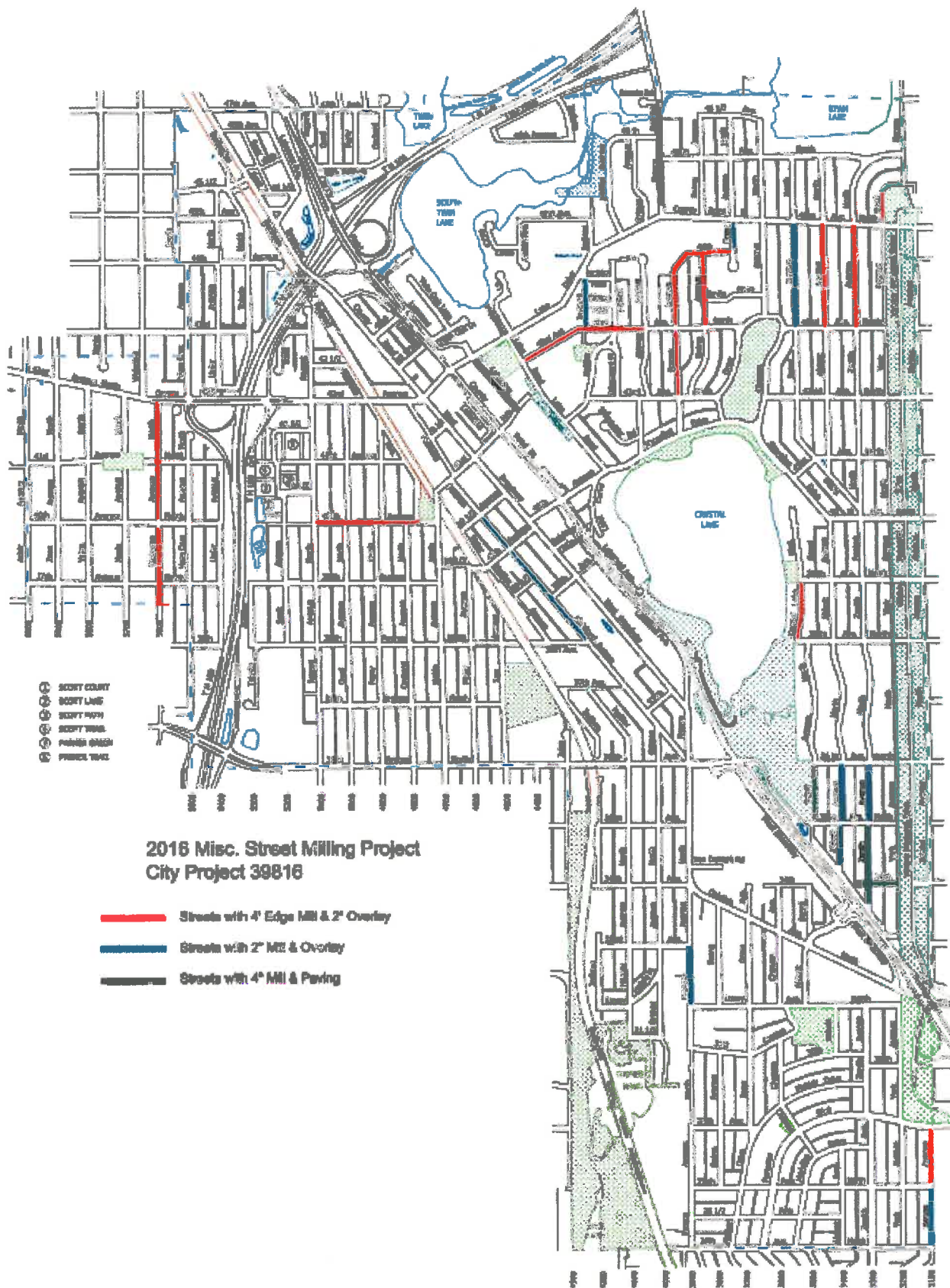


Marcia Glick, City Manager

CONCURRENCE:



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



4/14/2016



**City of Robbinsdale
Project Bid Summary**

Project Name: Misc Bituminous Mill & Overlay Projects

Contract No.:

Client: City of Robbinsdale

Project No.: 27116, 37516,
38816 & 40516

Bid Opening: 04/14/2016 3:00 PM

Owner: City of Robbinsdale Public Works

Vendor Number	Business Name	Total Bid Amount	Percent Over/Under Estimate
	Engineers Estimate	\$1,317,207.50	
N/A	Valley Paving Inc	\$849,105.35	35.54% UNDER ESTIMATE
N/A	Park Construction Company	\$864,359.38	34.38% UNDER ESTIMATE
N/A	Midwest Asphalt Corporation	\$881,043.10	33.11% UNDER ESTIMATE
N/A	Hardrives Inc.	\$928,643.25	29.50% UNDER ESTIMATE
110650	Northwest Asphalt, Inc.	\$958,680.95	27.22% UNDER ESTIMATE
N/A	North Valley Inc	\$1,017,814.91	22.73% UNDER ESTIMATE
N/A	Bituminous Roadways, Inc.	\$1,132,143.85	14.05% UNDER ESTIMATE



City of Robbinsdale
Project Bid Abstract

Project Name: Mill Blumhouse Mill & Overhill Corridor No. 2
Client: City of Robbinsdale
Project No.: 2014-00116
Owner: City of Robbinsdale Public Works

Line No.	Item	Quantity	Unit Price	Total Price	Part Construction Company	Mid- and Asphalt Compaction	Handover Inc	Westview Asphalt, Inc	North Valley Inc	Blumhouse Roadways, Inc
Line No.	Item	Quantity	Unit Price	Total Price	Part Construction Company	Mid- and Asphalt Compaction	Handover Inc	Westview Asphalt, Inc	North Valley Inc	Blumhouse Roadways, Inc
1	1000 Mobilization	1	\$1,250.00	\$1,250.00						
2	1001 Traffic Control	1	\$1,250.00	\$1,250.00						
3	1002 1" Inlet Protection	1	\$1,250.00	\$1,250.00						
4	1003 2" Inlet Protection	1	\$1,250.00	\$1,250.00						
5	1004 3" Inlet Protection	1	\$1,250.00	\$1,250.00						
6	1005 4" Inlet Protection	1	\$1,250.00	\$1,250.00						
7	1006 5" Inlet Protection	1	\$1,250.00	\$1,250.00						
8	1007 6" Inlet Protection	1	\$1,250.00	\$1,250.00						
9	1008 7" Inlet Protection	1	\$1,250.00	\$1,250.00						
10	1009 8" Inlet Protection	1	\$1,250.00	\$1,250.00						
11	1010 9" Inlet Protection	1	\$1,250.00	\$1,250.00						
12	1011 10" Inlet Protection	1	\$1,250.00	\$1,250.00						
13	1012 11" Inlet Protection	1	\$1,250.00	\$1,250.00						
14	1013 12" Inlet Protection	1	\$1,250.00	\$1,250.00						
15	1014 13" Inlet Protection	1	\$1,250.00	\$1,250.00						
16	1015 14" Inlet Protection	1	\$1,250.00	\$1,250.00						
17	1016 15" Inlet Protection	1	\$1,250.00	\$1,250.00						
18	1017 16" Inlet Protection	1	\$1,250.00	\$1,250.00						
19	1018 17" Inlet Protection	1	\$1,250.00	\$1,250.00						
20	1019 18" Inlet Protection	1	\$1,250.00	\$1,250.00						
21	1020 19" Inlet Protection	1	\$1,250.00	\$1,250.00						
22	1021 20" Inlet Protection	1	\$1,250.00	\$1,250.00						
23	1022 21" Inlet Protection	1	\$1,250.00	\$1,250.00						
24	1023 22" Inlet Protection	1	\$1,250.00	\$1,250.00						
25	1024 23" Inlet Protection	1	\$1,250.00	\$1,250.00						
26	1025 24" Inlet Protection	1	\$1,250.00	\$1,250.00						
27	1026 25" Inlet Protection	1	\$1,250.00	\$1,250.00						
28	1027 26" Inlet Protection	1	\$1,250.00	\$1,250.00						
29	1028 27" Inlet Protection	1	\$1,250.00	\$1,250.00						
30	1029 28" Inlet Protection	1	\$1,250.00	\$1,250.00						
31	1030 29" Inlet Protection	1	\$1,250.00	\$1,250.00						
32	1031 30" Inlet Protection	1	\$1,250.00	\$1,250.00						
33	1032 31" Inlet Protection	1	\$1,250.00	\$1,250.00						
34	1033 32" Inlet Protection	1	\$1,250.00	\$1,250.00						
35	1034 33" Inlet Protection	1	\$1,250.00	\$1,250.00						
36	1035 34" Inlet Protection	1	\$1,250.00	\$1,250.00						
37	1036 35" Inlet Protection	1	\$1,250.00	\$1,250.00						
38	1037 36" Inlet Protection	1	\$1,250.00	\$1,250.00						
39	1038 37" Inlet Protection	1	\$1,250.00	\$1,250.00						
40	1039 38" Inlet Protection	1	\$1,250.00	\$1,250.00						
41	1040 39" Inlet Protection	1	\$1,250.00	\$1,250.00						
42	1041 40" Inlet Protection	1	\$1,250.00	\$1,250.00						
43	1042 41" Inlet Protection	1	\$1,250.00	\$1,250.00						
44	1043 42" Inlet Protection	1	\$1,250.00	\$1,250.00						
45	1044 43" Inlet Protection	1	\$1,250.00	\$1,250.00						
46	1045 44" Inlet Protection	1	\$1,250.00	\$1,250.00						
47	1046 45" Inlet Protection	1	\$1,250.00	\$1,250.00						
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49	1048 47" Inlet Protection	1	\$1,250.00	\$1,250.00						
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56	1055 54" Inlet Protection	1	\$1,250.00	\$1,250.00						
57	1056 55" Inlet Protection	1	\$1,250.00	\$1,250.00						
58	1057 56" Inlet Protection	1	\$1,250.00	\$1,250.00						
59	1058 57" Inlet Protection	1	\$1,250.00	\$1,250.00						
60	1059 58" Inlet Protection	1	\$1,250.00	\$1,250.00						
61	1060 59" Inlet Protection	1	\$1,250.00	\$1,250.00						
62	1061 60" Inlet Protection	1	\$1,250.00	\$1,250.00						
63	1062 61" Inlet Protection	1	\$1,250.00	\$1,250.00						
64	1063 62" Inlet Protection	1	\$1,250.00	\$1,250.00						
65	1064 63" Inlet Protection	1	\$1,250.00	\$1,250.00						
66	1065 64" Inlet Protection	1	\$1,250.00	\$1,250.00						
67	1066 65" Inlet Protection	1	\$1,250.00	\$1,250.00						
68	1067 66" Inlet Protection	1	\$1,250.00	\$1,250.00						
69	1068 67" Inlet Protection	1	\$1,250.00	\$1,250.00						
70	1069 68" Inlet Protection	1	\$1,250.00	\$1,250.00						
71	1070 69" Inlet Protection	1	\$1,250.00	\$1,250.00						
72	1071 70" Inlet Protection	1	\$1,250.00	\$1,250.00						
73	1072 71" Inlet Protection	1	\$1,250.00	\$1,250.00						
74	1073 72" Inlet Protection	1	\$1,250.00	\$1,250.00						
75	1074 73" Inlet Protection	1	\$1,250.00	\$1,250.00						
76	1075 74" Inlet Protection	1	\$1,250.00	\$1,250.00						
77	1076 75" Inlet Protection	1	\$1,250.00	\$1,250.00						
78	1077 76" Inlet Protection	1	\$1,250.00	\$1,250.00						
79	1078 77" Inlet Protection	1	\$1,250.00	\$1,250.00						
80	1079 78" Inlet Protection	1	\$1,250.00	\$1,250.00						
81	1080 79" Inlet Protection	1	\$1,250.00	\$1,250.00						
82	1081 80" Inlet Protection	1	\$1,250.00	\$1,250.00						
83	1082 81" Inlet Protection	1	\$1,250.00	\$1,250.00						
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93	1092 91" Inlet Protection	1	\$1,250.00	\$1,250.00						
94	1093 92" Inlet Protection	1	\$1,250.00	\$1,250.00						
95	1094 93" Inlet Protection	1	\$1,250.00	\$1,250.00						
96	1095 94" Inlet Protection	1	\$1,250.00	\$1,250.00						
97	1096 95" Inlet Protection	1	\$1,250.00	\$1,250.00						
98	1097 96" Inlet Protection	1	\$1,250.00	\$1,250.00						
99	1098 97" Inlet Protection	1	\$1,250.00	\$1,250.00						
100	1099 98" Inlet Protection	1	\$1,250.00	\$1,250.00						
101	1100 99" Inlet Protection	1	\$1,250.00	\$1,250.00						
102	1101 100" Inlet Protection	1	\$1,250.00	\$1,250.00						
103	1102 101" Inlet Protection	1	\$1,250.00	\$1,250.00						
104	1103 102" Inlet Protection	1	\$1,250.00	\$1,250.00						
105	1104 103" Inlet Protection	1	\$1,250.00	\$1,250.00						
106	1105 104" Inlet Protection	1	\$1,250.00	\$1,250.00						
107	1106 105" Inlet Protection	1	\$1,250.00	\$1,250.00						
108	1107 106" Inlet Protection	1	\$1,250.00	\$1,250.00						
109	1108 107" Inlet Protection	1	\$1,250.00	\$1,250.00						
110	1109 108" Inlet Protection	1	\$1,250.00	\$1,250.00						
111	1110 109" Inlet Protection	1	\$1,250.00	\$1,250.00						
112	1111 110" Inlet Protection	1	\$1,250.00	\$1,250.00						
113	1112 111" Inlet Protection	1	\$1,250.00	\$1,250.00						
114	1113 112" Inlet Protection	1	\$1,250.00	\$1,250.00						
115	1114 113" Inlet Protection	1	\$1,250.00	\$1,250.00						
116	1115 114" Inlet Protection	1	\$1,250.00	\$1,250.00						
117	1116 115" Inlet Protection	1	\$1,250.00	\$1,250.00						
118	1117 116" Inlet Protection	1	\$1,250.00	\$1,250.00						
119	1118 117" Inlet Protection	1	\$1,250.00	\$1,250.00						
120	1119 118" Inlet Protection	1	\$1,250.00	\$1,250.00						
121	1120 119" Inlet Protection	1	\$1,250.00	\$1,250.00						
122	1121 120" Inlet Protection	1	\$1,250.00	\$1,250.00						
123	1122 121" Inlet Protection	1	\$1,250.00	\$1,250.00						
124	1123 122" Inlet Protection	1	\$1,250.00	\$1,250.00						
125	1124 123" Inlet Protection	1	\$1,250.00	\$1,250.00						
126	1125 124" Inlet Protection	1	\$1,250.00	\$1,250.00						
127	1126 125" Inlet Protection	1	\$1,250.00	\$1,250.00						
128	1127 126" Inlet Protection	1	\$1,250.00	\$1,250.00						
129	1128 127" Inlet Protection	1	\$1,250.00	\$1,250.00						
130	1129 128" Inlet Protection	1	\$1,250.00	\$1,250.00						
131	1130 129" Inlet Protection	1	\$1,250.00	\$1,250.00						
132	1131 130" Inlet Protection	1	\$1,250.00	\$1,250.00						
133	1132 131" Inlet Protection	1	\$1,250.00	\$1,250.00						
134	1133 132" Inlet Protection	1	\$1,250.00	\$1,250.00						
135	1134 133" Inlet Protection	1	\$1,250.00	\$1,250.00						
136	1135 134" Inlet Protection	1	\$1,250.00	\$1,250.00						
137	1136 135" Inlet Protection	1	\$1,250.00	\$1,250.00						
138	1137 136" Inlet Protection	1	\$1,250.00	\$1,250.00						
139	1138 137" Inlet Protection	1	\$1,250.00	\$1,250.00						
140	1139 138" Inlet Protection	1	\$1,250.00	\$1,250.00						

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 19th day of April, 2016.

RESOLUTION NO.

A RESOLUTION ACCEPTING BIDS AND AWARDING
CONTRACT FOR 2016 BITUMINOUS MILL AND PAVING PROJECT –
CITY PROJECTS 27116 + 37516 + 39816 + 40516

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

Contractor	Bid Price
Valley Paving Inc.	\$849,105.35
Park Construction Company	\$864,359.38
Midwest Asphalt Corporation	\$881,043.10
Hardrives Inc.	\$928,643.25
Northwest Asphalt Inc.	\$958,660.95
North Valley Inc.	\$1,017,814.91
Bituminous Roadways Inc.	\$1,132,143.85
Engineer's Estimate	\$1,317,207.50

WHEREAS, it appears that Valley Paving Inc., of Shakopee, Minnesota, is the lowest responsible bidder;

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

1. The Mayor and City Manager are hereby authorized and directed to enter into an agreement with Valley Paving Inc. in the name of the City of Robbinsdale for City Projects 27116 + 37516 + 39816 + 40516 according to plans and specifications therefore approved by the City Council and on file in the office of the City Engineer.
2. The City Clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.

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

and the following voted against the same:

WHEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED THIS 19TH DAY OF APRIL, 2016.

Regan L. Murphy, Mayor

ATTEST:

Tom Marshall, City Clerk

(SEAL)

MEMORANDUM

TO: Mayor and City Council

FROM: Marcia Glick, City Manager

DATE: April 19, 2016

SUBJECT: Award Bid for Reconstruction Project – Josephine Lane – City Project 38016

Background:

Included in the 2016 Capital Works Program is the following reconstruction project – Josephine Lane (County Road 9 to cul-de-sac) – Project 38016

On April 14th, 2016, bids were received and publicly opened for this project. A total of 2 very competitive bids were received with costs of \$531,671.50 and \$541,133.31. The Engineer's estimate for the construction of this project is \$602,626.50. The abstract of bids has been included as Attachment 1 for Council Members information.

The overall low bidder is Geislinger & Sons Inc, of Watkins, MN.

As part of the contract documentation, references were checked to verify experience of this contractor and to provide information for input into the assessment process. It is required that contractors must demonstrate completion of similar public projects in other Municipalities, and achieve a minimum rating (10 points) based on a set system.

This Contractor has successfully completed numerous projects within this City, including the work in the Halifax / Indiana / 37th Avenue area and County Road 9. Given the staff's own experience with work in the City, the Contractor is deemed "responsible" with respect to our rating system.

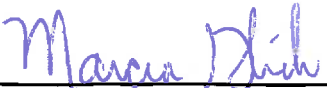
The approved 2016 Capital Works Program identifies funding for this project. The identified budget for this project is \$554,000.

Staff will be working with the contractor to review required submittals and detailed scheduling of work. The anticipated time for the substantial completion of the project is outlined in the contract as September 30, 2016. Once a more detailed start and schedule is known, staff will be sending letters to residents advising that the commencement of work is imminent.

Shown as Attachment 2 is a resolution awarding a contract for the reconstruction of City Project 38016 to Geislinger & Sons Inc, of Watkins, MN.

Recommendation:

Waive the reading and order the adoption of the attached resolution awarding a contract for the reconstruction of Josephine Lane (County Road 9 to cul-de-sac) – Project 38016 to Geislinger & Sons Inc, of Watkins, MN.



Marcia Glick, City Manager

CONCURRENCE:



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

4/14/2018



**City of Robbinsdale
Project Bid Abstract**

Project Name: Josephine Lane
Client: City of Robbinsdale
Bid Opening: 4/24/2018 3:00 PM

Contract No.:
Project No.: 38018
Owner: City of Robbinsdale Public Works

Project: 38018 - Josephine Lane				Engineers Estimate		Gelsinger & Sons, Inc		Northdale Construction Co., Inc	
Line No.	Item	Units	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	1000 Mobilization	Lump Sum	1	\$30,000.00	\$30,000.00	\$27,000.00	\$27,000.00	\$19,965.33	\$19,965.33
2	1001 Traffic Control	Lump Sum	1	\$2,000.00	\$2,000.00	\$6,000.00	\$6,000.00	\$3,419.38	\$3,419.38
3	1002 Sweeping	Hour	10	\$125.00	\$1,250.00	\$125.00	\$1,250.00	\$150.00	\$1,500.00
4	1003 Inlet Protection Type A, existing structures	Each	9	\$145.00	\$1,305.00	\$125.00	\$1,125.00	\$235.00	\$2,115.00
5	1004 Inlet Protection Type B, new structures	Each	7	\$145.00	\$1,015.00	\$125.00	\$875.00	\$185.00	\$1,295.00
6	1006 Silt Fence, Type Heavy Duty	Lin Ft	20	\$5.00	\$100.00	\$10.00	\$200.00	\$8.50	\$170.00
7	1007 Rock Check	Lin Ft	50	\$20.00	\$1,000.00	\$10.00	\$500.00	\$15.00	\$750.00
8	1008 Dewatering	Lump Sum	1	\$5,000.00	\$5,000.00	\$3,500.00	\$3,500.00	\$0.01	\$0.01
9	1009 Erosion Control Blanket, Category 4	Sq. Yd.	125	\$9.00	\$1,125.00	\$5.00	\$625.00	\$3.47	\$433.75
10	1010 Floating Silt Fence	Lin Ft	80	\$25.00	\$2,000.00	\$25.00	\$2,000.00	\$21.05	\$1,732.00
11	1017 Oil Absorbent Boom	Lin. Ft.	80	\$15.00	\$1,200.00	\$30.00	\$2,400.00	\$16.82	\$1,346.80
12	2000 Clearing	Tree	1	\$800.00	\$800.00	\$350.00	\$350.00	\$471.98	\$471.98
13	2001 Grubbing	Tree	19	\$300.00	\$5,700.00	\$100.00	\$1,900.00	\$471.98	\$8,967.82
14	2003 Remove Bituminous Pavement	Sq Yd	2420	\$3.50	\$8,470.00	\$3.00	\$7,260.00	\$2.85	\$6,897.00
15	2004 Remove Bituminous Driveway Pavement	Sq Yd	140	\$6.00	\$840.00	\$5.00	\$700.00	\$4.50	\$630.00
16	2006 Remove Concrete Driveway Pavement	Sq Yd	475	\$7.00	\$3,325.00	\$6.00	\$2,850.00	\$7.50	\$3,562.50
17	2008 Remove Concrete Sidewalk	Sq Yd	6	\$6.00	\$36.00	\$25.00	\$150.00	\$7.50	\$45.00
18	2008 Remove Water Main	Lin Ft	735	\$5.00	\$3,675.00	\$1.00	\$735.00	\$6.35	\$4,667.25
19	2009 Remove Sewer Pipe (Storm)	Lin Ft	245	\$6.00	\$1,470.00	\$10.00	\$2,450.00	\$7.55	\$1,823.25
20	2011 Remove Sewer Pipe (Sanitary)	Lin Ft	657	\$4.50	\$2,956.50	\$1.00	\$657.00	\$2.35	\$1,543.95
21	2012 Remove Curb & Gutter	Lin Ft	1150	\$4.00	\$4,600.00	\$4.00	\$4,600.00	\$2.95	\$3,160.00
22	2017 Remove Catch Basin/Manhole	Each	4	\$500.00	\$2,000.00	\$200.00	\$800.00	\$475.00	\$1,900.00
23	2018 Remove Gate Valve	Each	1	\$220.00	\$220.00	\$50.00	\$50.00	\$235.00	\$235.00
24	2019 Remove Hydrant	Each	1	\$400.00	\$400.00	\$100.00	\$100.00	\$325.00	\$325.00
25	2020 Remove Manhole (Sanitary)	Each	4	\$500.00	\$2,000.00	\$350.00	\$1,400.00	\$475.00	\$1,900.00
26	2021 Remove Sign & Posts	Each	1	\$75.00	\$75.00	\$150.00	\$150.00	\$125.00	\$125.00
27	2026 Mill Bituminous Pavement (2")	Sq Yd	100	\$6.00	\$600.00	\$5.00	\$500.00	\$5.51	\$551.00
28	2031.1 Fill Existing Storm Sewer	Lin Ft	270	\$20.00	\$5,400.00	\$10.00	\$2,700.00	\$15.50	\$4,185.00
29	2036 Salvage Landscape Blocks	Sq Ft	20	\$10.00	\$200.00	\$10.00	\$200.00	\$12.00	\$240.00
30	2043 Sawing Concrete Pavement	Lin Ft	200	\$5.00	\$1,000.00	\$5.00	\$1,000.00	\$5.55	\$1,110.00
31	2044 Sawing Bituminous Pavement (Full Depth)	Lin Ft	80	\$5.00	\$400.00	\$5.00	\$400.00	\$4.55	\$364.00
32	3006 8" PVC Pipe Sewer, C900	Lin Ft	480	\$50.00	\$24,000.00	\$40.00	\$19,200.00	\$51.10	\$24,528.00
33	3011 8" PVC Rear Connection, C900	Lin Ft	4	\$40.00	\$160.00	\$40.00	\$160.00	\$32.08	\$128.32
34	3017 8" PVC Pipe Sewer, C900	Lin Ft	661	\$75.00	\$49,575.00	\$50.00	\$33,050.00	\$84.25	\$55,700.25
35	3070 8" x 8" PVC Wye Fittings, C900	Each	14	\$470.00	\$6,580.00	\$500.00	\$7,000.00	\$481.47	\$6,740.58
36	3104 Sanitary Manhole, Design F	Each	6	\$2,500.00	\$15,000.00	\$4,500.00	\$27,000.00	\$1,784.84	\$10,709.04
37	3105 Sanitary Manhole, Extra Depth	Lin Ft	11	\$155.00	\$1,705.00	\$125.00	\$1,375.00	\$151.09	\$1,662.09
38	3108 Casting Assembly, Type R-1553 (Sanitary)	Each	6	\$800.00	\$4,800.00	\$800.00	\$4,800.00	\$685.54	\$4,113.24
39	3115 Connect to Existing Sanitary Sewer	Each	1	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$3,528.29	\$3,528.29
40	4000 Temporary Water Service	Lump Sum	1	\$10,000.00	\$10,000.00	\$2,500.00	\$2,500.00	\$8,575.00	\$8,575.00

Project 38018 - Josephine Lane				Engineers Estimate		Gelsinger & Sons, Inc		Northcote Construction Co., Inc.	
Line No.	Item	Units	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
38	4002 6" Water Main, D I Pressure Class 350	Lin Ft	5	\$40.00	\$200.00	\$30.00	\$150.00	\$83.66	\$418.30
39	4003 8" Water Main, D I Pressure Class 350	Lin Ft	600	\$50.00	\$34,800.00	\$45.00	\$31,500.00	\$42.73	\$29,740.08
40	4009 Water Main Fittings, 8" 45 Bend, D I Class 350	Each	3	\$380.00	\$1,080.00	\$280.00	\$750.00	\$300.54	\$901.62
41	4013 Water Main Fittings, 8" 22 1/2 Bend, D I Class 350	Each	3	\$500.00	\$1,500.00	\$260.00	\$750.00	\$299.02	\$897.06
42	4017 Water Main Fittings, 8" 11 1/4 Bend, D I Class 350	Each	4	\$500.00	\$2,000.00	\$250.00	\$1,000.00	\$292.44	\$1,169.76
43	4041 Water Main Fitting, 8x6 Reducer, D I Class 350	Each	1	\$390.00	\$390.00	\$200.00	\$200.00	\$239.14	\$239.14
44	4051 8" Gate Valve and Box	Each	1	\$1,300.00	\$1,300.00	\$1,600.00	\$1,600.00	\$1,188.46	\$1,188.46
73	4056 Install Finished Hydrant	Each	1	\$800.00	\$800.00	\$750.00	\$750.00	\$652.20	\$652.20
45	4057 Connect to Existing Water Main	Each	1	\$2,500.00	\$2,900.00	\$3,500.00	\$3,500.00	\$1,408.32	\$1,409.32
46	4060 1" Type K Copper Pipe	Lin Ft	470	\$45.00	\$21,150.00	\$35.00	\$16,450.00	\$30.80	\$14,523.00
47	4060 1" Corporation Stop	Each	14	\$250.00	\$3,500.00	\$100.00	\$1,400.00	\$148.28	\$2,075.84
48	4062 1" Curb Stop and Box	Each	14	\$250.00	\$3,500.00	\$250.00	\$3,500.00	\$291.94	\$4,087.16
49	4063 Ford Meter Box Cover - A1	Each	4	\$200.00	\$800.00	\$100.00	\$400.00	\$202.06	\$808.72
50	5003 16" RC Pipe Sewer, Design 3008 Class V	Lin Ft	606	\$55.00	\$33,330.00	\$34.00	\$20,604.00	\$47.11	\$28,548.96
74	5005 18" R C Pipe Sewer, Design 3008 Class V	Lin Ft	57	\$55.00	\$3,135.00	\$36.00	\$2,052.00	\$49.08	\$2,831.76
75	5007.1 21" RC Pipe Sewer, Design 3008 Class V	Lin Ft	110	\$65.00	\$7,160.00	\$80.00	\$8,500.00	\$63.41	\$6,975.10
51	5027 Construct Drainage Structure, ST-2 (2x3')	Each	5	\$1,400.00	\$7,000.00	\$1,400.00	\$7,000.00	\$1,117.48	\$5,587.40
62	5028 Construct Drainage Structure, ST-21 (2x8')	Each	1	\$2,700.00	\$2,700.00	\$1,900.00	\$1,900.00	\$2,193.88	\$2,196.88
76	5033 Construct Drainage Structure, Dee ST-1 (80")	Each	1	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,091.81	\$2,091.81
53	5063 F & I CDS Unit	Lump Sum	1	\$40,000.00	\$40,000.00	\$35,000.00	\$35,000.00	\$30,266.88	\$30,266.88
77	5065.1 Casting Assembly, Type R-3067L	Each	6	\$800.00	\$3,600.00	\$700.00	\$4,200.00	\$565.50	\$3,373.80
78	5070 Casting Assembly, Type R-3283-2L	Each	1	\$1,700.00	\$1,700.00	\$1,200.00	\$1,200.00	\$1,328.11	\$1,328.11
79	5081 21" RCP FES	Each	1	\$950.00	\$950.00	\$500.00	\$500.00	\$655.56	\$655.56
84	5082 Class III Rip Rap	CY	15	\$100.00	\$1,500.00	\$70.00	\$1,050.00	\$135.00	\$2,025.00
55	5094 Geotextile Fabric, Type IV	S Y	35	\$3.85	\$105.00	\$3.00	\$105.00	\$3.75	\$131.25
57	5100 6" Perforated PVC Pipe Drain	Lin Ft	900	\$20.00	\$18,000.00	\$7.00	\$6,300.00	\$19.33	\$17,397.00
58	5101 6" PVC Pipe Drain Cleanout (includes Tee, Bend, Cap & Pipe)	Each	10	\$300.00	\$3,000.00	\$360.00	\$3,600.00	\$269.10	\$2,691.00
56	5108 Storm Sewer Modifications	Lump Sum	1	\$5,000.00	\$5,000.00	\$2,000.00	\$2,000.00	\$1,250.00	\$1,250.00
59	5000 Common Excavation	Cu Yd	1382	\$15.00	\$20,730.00	\$14.00	\$19,348.00	\$31.33	\$43,286.08
60	5015 Aggregate Base Class V, 6" Depth, Compacted	Sq Yd	3175	\$9.00	\$28,575.00	\$7.50	\$23,812.50	\$8.95	\$22,096.25
61	5017 Aggregate Base Class V, Driveways, 4" Depth, Compacted	Sq Yd	134	\$8.00	\$1,072.00	\$6.00	\$804.00	\$8.50	\$1,139.00
62	5019 Concrete Curb & Gutter, Design 8618	Lin Ft	1145	\$14.00	\$16,030.00	\$20.00	\$22,900.00	\$16.22	\$18,571.90
63	5022 6" Concrete Pavement, High Early	Sq Yd	380	\$82.00	\$31,720.00	\$53.00	\$19,980.00	\$48.83	\$17,578.80
60	5024 4" Concrete Sidewalk	Sq Yd	6	\$38.00	\$228.00	\$40.00	\$240.00	\$97.65	\$585.90
64	5025.1 Concrete Steps	Sq Ft	8	\$28.00	\$208.00	\$75.00	\$600.00	\$54.25	\$434.00
65	5033 Type SP 12.5 Non Wearing Course Mixture 2B 3" Thick	Sq Yd.	3175	\$10.00	\$31,750.00	\$11.00	\$34,925.00	\$3.77	\$31,016.75
66	5039 Type SP 9.5 Wearing Course Mixture 2 C 3" Thick	Sq. Yd.	3175	\$12.00	\$38,100.00	\$13.00	\$41,275.00	\$11.28	\$35,814.00
67	5040 Type SP 8.5 Wearing Course Mixture 2 C 3" Thick Driveway	Sq Yd	134	\$35.00	\$4,690.00	\$25.00	\$3,350.00	\$36.78	\$4,928.52
68	5000.3 Loam Topsoil Below LV	Cu Yd	585	\$30.00	\$17,550.00	\$25.00	\$14,625.00	\$26.75	\$15,648.75
71	5001 Sodding, Type Lawn	Sq Yd	2800	\$5.00	\$14,000.00	\$3.00	\$14,500.00	\$4.87	\$14,123.00
Totals for Project 38018					\$602,626.90		\$531,671.50		\$541,133.31
% of Estimate for Project 38018							-11.77%		-10.20%

I hereby certify that this is an exact reproduction of bids received.

Certified By: _____ License No. _____
Date: _____

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 19th day of April, 2016.

RESOLUTION NO.

A RESOLUTION ACCEPTING BIDS AND AWARDING
CONTRACT FOR RECONSTRUCTION PROJECT –
JOSEPHINE LANE – CITY PROJECT 38016

WHEREAS, pursuant to an advertisement for bids for reconstruction project – Josephine Lane – City Project 38016, bids were received, opened and tabulated according to State Law and the following bids were received complying with the advertisement:

Contractor	Total Bid
Geislinger & Sons, Inc.	\$531,671.50
Northdale Construction Co., Inc.	\$541,133.31
Engineer's Estimate	\$602,626.50

WHEREAS, it appears that Geislinger & Sons, Inc. of Watkins, Minnesota, is the lowest responsible bidder;

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

1. The Mayor and City Manager are hereby authorized and directed to enter into an agreement with Geislinger & Sons, Inc. in the name of the City of Robbinsdale for City Project 38016 according to plans and specifications therefore approved by the City Council and on file in the office of the City Engineer.
2. The City Clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.

Res

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 19TH DAY OF APRIL, 2016.

Regan L. Murphy, Mayor

ATTEST:

Tom Marshall, City Clerk

(SEAL)

Res



City of Robbinsdale

MEMORANDUM

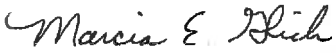
TO: City Council
FROM: Marcia Glick, City Manager
DATE: April 19, 2016
RE: Voucher Requests Pending Approval for Disbursement

The check register dated April 19, 2016 reflects the voucher requests pending approval for disbursement.

The check register dated April 6, 2016 through April 19, 2016 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 April 19, 2016.



Marcia Glick, City Manager

CONCURRENCE:



Larry Jacobson, Finance Director



MEMORANDUM

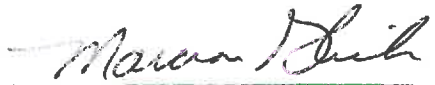
To: Mayor and City Council Members
From: Marcia Glick, City Manager
Date: April 19, 2016
Re: Establishment of the 2017 Budget Calendar

Analysis / Conclusion

The City Council needs to establish the time frame for the preparation of the City's annual operating budget. The Budget Calendar is used by the City Manager to establish a preparation and review process to help ensure the budget is prepared in a timely and effective manner.

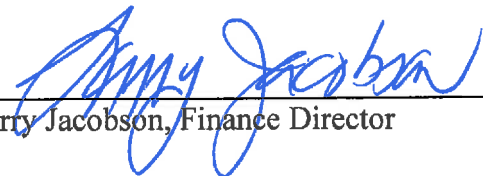
Recommendation

By motion adopt the Budget Calendar establishing the preparation and review process for the 2017 Budget process.



Marcia Glick, City Manager

Concurrence:



Larry Jacobson, Finance Director

CITY OF ROBBINSDALE

BUDGET CALENDER

FOR 2017 BUDGET

March

8

City Council Goals Review Session

April

19

City Council adopts Budget Calendar outlining budget process.

May

May 16 - June 10

Finance to set budgets and establish charges for Internal Service Funds.

May 16- June 10

Departments submit requests to Finance for Capital Equipment for the 2017 - 2021 CIP.

May 16- July 15

Departments submit requests for Capital Improvement Projects to Finance or Engineering for the 2017 – 2022 CIP.

May 25

Finance Department to distribute 2017 Operating Budget worksheets and request forms to departments.

June

15

All Operating Budget worksheets and requests due to Finance from Departments.

July

June 16 - July 11

Finance to prepare preliminary budget (requested).

15

Finance to distribute preliminary calculation of department's budget requests to each department for review.

20

Departments submit changes or errors from initial budget request to Finance

25

Preliminary budget delivered to City Manager for review.

August

1-5

Department of Revenue certifies LGA amounts to all cities.

2-8

Department Heads meet with City Manager and Budget Committee.

9-12

Finance Department makes adjustments and prepares City Manager's Preliminary Budget.

16

City Manager's Preliminary budget document distributed to City Council for review.

9

Engineering and Finance deliver preliminary ranking of CIP requests to Capital Works Group Members.

August

12 - 31

Council meets in recessed budget work session to review the Proposed City Manager's Budget for 2017 (General Fund and Internal Service Funds) and to establish the Council's proposed General Fund and Debt Service fund property tax levies.

23

Capital Works Group to finalize preliminary CIP Project list for 2017-2021

September

6

City Council meeting to certify the proposed property tax levies to County Auditor (by 9/30/2016). The adopted property tax levy cannot exceed the preliminary property tax levy. *(continue discussion at special meeting if needed)*.

9

Finance Department certifies City Council approved preliminary property tax levy to Hennepin County.

13

Preliminary CIP Document distributed to Capital Works Group for review and comment.

16

Preliminary budgets for Special Revenue, Enterprise, and Capital Projects Funds, including the CIP Document distributed to City Manager for review.

27

Discussion with Capital Works Group to finalize preliminary CIP

October

4

Preliminary budgets for Special Revenue, Enterprise, and Capital Projects Funds, including the five-year CIP are distributed to City Council.

11 - 25

Council to meet in recessed budget meetings to review and discuss the 2017 proposed budgets for Special Revenue, Enterprise, and Capital Projects funds, including the five-year CIP (2017-2021). (As Needed)

November

2 - 6

County Auditor begins required mailing of property tax notices to each owner of record with prior year's comparison.

3 -17

Council to meet in recessed budget meetings to review and discuss the 2016 proposed budgets for Special Revenue, Enterprise, and Capital Projects funds, including the five-year CIP (2017-2021). (As Needed)

December

6

Cities are required to hold public hearings on their budget and property tax levy.

20

City Council Adopts final 2017 Budget and 2017-2021 CIP.

22

Finance Department certifies the final property tax levy to the County Auditor.