



CITY COUNCIL MEETING
May 15, 2018
4100 Lakeview Avenue North
Robbinsdale, Minnesota
7:00 p.m.

A G E N D A

CITIZEN PARTICIPATION

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

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

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

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

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

- 1. CITY COUNCIL MEETING CALLED TO ORDER
- 2. ROLL CALL: 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 MAY 15TH, 2018 MEETING AGENDA

CITY COUNCIL MEETING AGENDA

May 15th, 2018

Page 2

6. CONSENT AGENDA: Pursuant to Council rules, one motion, non-debatable, will approve the recommendation noted. Any member of the Council may ask for an item to be taken from the Consent Agenda for discussion and separate action. Such items removed from the Consent Agenda shall be considered immediately following approval of the balance of the Consent Agenda:
 - A. Motion to approve and order placed on file minutes of the City Council meeting on 05/01/18, City Council Work Session minutes on 05/01/18 and Special City Council Meeting on 05/08/18. 1-8
 - B. Motion to approve issuance of licenses from list dated 05/15/18. 9-10
 - C. Motion to authorize Mayor and City manager to execute the license for the use of 4364 Grimes Ave N. 11-12
 - D. Motion to approve the April 2018 payment for City credit card charges. 13-16
 - E. Motion to approve a one year extension to variance request V17-2 for 4524 Regent Ave N reducing the front yard setback to 21 feet and the open front porch to 16 feet. 17
 - F. Motion to approve the request for parking of three food trucks on Toledo Avenue North in front of the school building from 5:00-8:00 p.m. for the Robbinsdale Middle School annual family event on Wednesday, May 30, 2018 subject to conditions. 18-19
 - G. Motion to approve Resolution No. XXXX "A RESOLUTION ADOPTING A CANADA GOOSE MANAGEMENT PLAN" 20-29 (Res 21)
 - H. Motion to approve the temporary liquor license application submitted by Travail to serve one complimentary beer to race participants age 21 plus at Lakeview Terrace Park on Saturday morning, May 19, 2018 from 9:00 a.m. to 12:00 noon during the 2018 Birdtown Half Marathon with conditions. 30
 - I. Motion to authorize the Mayor and City Manager to execute the Sublease Agreement between the Metropolitan Council and the City of Robbinsdale for public parking at lot located to the west of the downtown water tower. 31-32

CITY COUNCIL MEETING AGENDA

May 15th, 2018

Page 3

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|----|--|-------------------|
| J. | Motion to approve the Whiz Bang Days Block Party Friday, July 13 in the parking lot west of the downtown water tower with the conditions outlined in the staff report. | 33-34 |
| K. | Quasquicentennial Update | 35-38 |
| | <ul style="list-style-type: none">• Motion to receive the report on the 2018 Quasquicentennial celebration donations.• Motion to adopt Resolution Thanking the 2018 Quasquicentennial Committee for Planning and Executing the Quasquicentennial Celebration. | (Res 37) |
| L. | Motion to adopt Proclamation Declaring May 16, 2018 as Wilber Winkelman Day – Robbinsdale Area Schools' 2018 Teacher of the Year | 39 |
| 7. | <u>PRESENTATION</u> | |
| A. | <u>NPDES Annual Presentation</u> | 40-43 |
| | <ul style="list-style-type: none">1. Receive and note the annual report on the adopted Storm Water Pollution Prevention Plan (SWPPP) compliance for the 2017 calendar year.2. Hold the public meeting to receive any comment and input into the adopted SWPPP.3. Motion 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 advice the City Council for those decisions.4. Motion to authorize the City Manager to sign the standard annual report pro forma upon the conclusion of comment investigation and submit the report to MPCA by the designated date. | |
| 8. | <u>OLD BUSINESS</u>
There is No Old Business | |
| 9. | <u>NEW BUSINESS</u> | |
| A. | First Reading – “AN ORDINANCE AMENDING CITY CODE SECTION 1210 ON-SALE WINE LICENSE” | 44-48
(ord 46) |

CITY COUNCIL MEETING AGENDA

May 15th, 2018

Page 4

10. OTHER BUSINESS

A. Voucher Request Pending Approval for Disbursement

- Motion to approve disbursement requests for period ending 05/15/18. 49

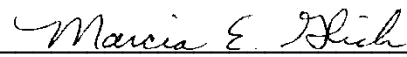
B. Discuss Proposed Change of July 3rd Meeting to July 10th

- Motion to approve disbursement requests for period ending 05/15/18. 50

11. ADMINISTRATIVE REPORTS

12. COUNCIL GENERAL COMMUNICATIONS

13. ADJOURNMENT



Marcia Glick, City Manager

ITEMS PENDING OR UNDER STUDY FOR COUNCIL CONSIDERATION

ITEM	DEPARTMENT RESPONSIBILITY	ANTICIPATED AGENDA DATE
Audit Presentation	Finance	6/5/19
Final Plat – Birdtown Flats	Community Devt.	6/5/19

**City of Robbinsdale
CITY COUNCIL MINUTES
May 1, 2018
Meeting No. 9**

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; Richard McCoy, City Engineer; Tom Marshall, City Clerk.

OPPORTUNITY FOR THE PUBLIC

3. Mayor Murphy opened the floor to anyone wishing to speak on any items not on the agenda.
4. Noah Kolkman, 4029 Xenia Avenue, Robbinsdale: He thanked Council and the Quasquicentennial Committee for the opportunity to build the cootie for the Quasquicentennial.
5. Linda Valentine, 6409 Vera Cruz Lane, Brooklyn Park: She is an instructor for Highview Alternative Program. She was checking to see if there are any youth initiatives. Mayor Murphy suggested checking with the City Manager.

ADDITIONS TO AGENDA

6. Glick noted the additions of updated resolution for Consent I, an addition of resolution for New Business B and a large handout related to New Business A.

APPROVAL OF AGENDA

7. Member Selman **MOVED**, seconded by Member Backen to approve the agenda with the additions as noted above. **The vote was unanimous and the motion carried.**
8. Member Blonigan **MOVED**, seconded by Member Rogan to approve the balance of the Consent Agenda. **The vote was unanimous and the motion carried.**
9. Items approved are as follows:
 - A. Motion to approve and order placed on file minutes of the City Council meeting on 04/17/18 and City Council Work Session minutes on 04/17/18.
 - B. Motion to acknowledge the receipt and placing on file minutes of the following Commissions and Boards:
 - Charter Commission Minutes of 04/20/17

• Parks, Recreation and Forestry Commission Minutes of 3/27/18

- C. Motion to approve issuance of licenses from list dated 05/01/18.
- D. Motion to waive the reading and order the adoption of Resolution No. 7644, "A RESOLUTION APPROVING DEMOLITION OF TWO BUILDINGS ON THE NORTH MEMORIAL HEALTH HOSPITAL CAMPUS."
- E. Motion to approve the application for the annual Public Safety Open House on Saturday, August 11, 2018 from 11:00 a.m. to 3:00 p.m. with the closure of Hubbard Avenue North between 41st Avenue North and 41 ½ Avenue North from approximately 10:00 a.m. until 4:00 p.m.
- F. Motion to approve the temporary liquor license application submitted by Wicked Wort to serve one complimentary beer to race participants age 21 plus at Lakeview Terrace Park on Saturday morning, May 19, 2018 from 9:00 a.m. to 12:00 noon during the 2018 Birdtown Half Marathon with conditions.
- G. Motion to acknowledge the Deputy Registrar's financial reports for the month of March 2018.
- H. Motion to acknowledge the Robbinsdale Wine & Spirits financial reports for the month of March 2018.
- I. Motion to waive the reading and order the adoption of Resolution No. 7645, "A RESOLUTION TO CANCEL THE DELINQUENT UTILITIES SPECIAL ASSESSMENT FOR PID 09-118-21-43-0002 AS LISTED IN RESOLUTION 7589 'A RESOLUTION ADOPTING THE ASSESSMENT ROLL FOR DELINQUENT UTILITIES'."

PUBLIC HEARING A: Permit – Chickens – 3659 Perry Avenue North

- 10. Marshall presented the staff report. He confirmed there are six current permits issued in Robbinsdale and that the permits are renewed on an annual basis.
- 11. Mayor Murphy opened the public hearing. No one chose to speak.
- 12. Member Rogan **MOVED**, seconded by Member Backen to close the public hearing. **The vote was unanimous and the motion carried.**
- 13. Member Selman **MOVED**, seconded by Member Backen to approve the permit request with conditions listed in the staff report. **The vote was unanimous and the motion carried.**
- 14. Member Blonigan asked if there is a provision in code for a maximum number of chickens.

15. Member Selman suggested taking a look at the code to list a maximum amount.

OLD BUSINESS A: Body Worn Camera Policy – Comment Period

16. Glick reviewed the staff report.
17. Council noted there was opportunity for the community to review as well as City Council.
18. Glick noted that the main body of the policy was from a standard model.
19. Member Rogan **MOVED**, seconded by Member Selman to receive and support the Body Worn Camera Policy. **The vote was unanimous and the motion carried.**

NEW BUSINESS A: Water Treatment Plant Feasibility Study

20. McCoy reviewed the staff report. The primary purpose was to consider three alternatives: 1) New Central Water Treatment Facility 2) Connect to Minneapolis water 3) Rehabilitate existing treatment. Also explored option for softened water, whether to expand water capacity to meet emergency cities.
21. McCoy stated that the new treatment plant option is deemed to be most feasible. City-wide softening was deemed not feasible considering space needs and disposal of by-products. The plan is for multiple wells feeding a central treatment location. McCoy stated that staff will be submitting an application for a low-interest loan through the Minnesota Public Facilities Authority's Drinking Water Revolving Fund. The deadline for application to be eligible for 2019 is May 4, 2018.
22. Council asked questions to clarify the recommendation.
23. Member Rogan clarified that the exact location and details on the water tower are not part of this action.
24. McCoy stated that North Memorial does not currently use Robbinsdale water but a plan could be created to discuss with North Memorial.
25. McCoy confirmed that the water supply plan submitted to the Metropolitan Council included anticipated growth.
26. Council discussed practical complications and costs of softening water.
27. Member Rogan **MOVED**, seconded by Member Selman to receive and accept the findings and recommendations of the Water Treatment Plant Feasibility Study prepared by Bolton & Menk. **The vote was unanimous and the motion carried.**

28. Member Rogan **MOVED**, seconded by Member Backen to authorize the City Manager to sign the necessary correspondence to agencies to make application to the Minnesota Public Facilities Authority (PFA) to be placed on the 2019 Intended Use Plan (IUP) for the Drinking Water Revolving Fund Loan for construction of a new Water Treatment Facility and water system upgrades as outlined in the Executive Summary of the Feasibility Report by the May 4, 2018 deadline. **The vote was unanimous and the motion carried.**

NEW BUSINESS B: City Charter Amendment Section 4.04 Special Elections

29. Glick reviewed the staff report and recommended the option to combine the current charter with additional changes.
30. Council spoke in support of the option.
31. Member Rogan **MOVED**, seconded by Member Backen to direct the City Clerk to publish notice of the public hearing to be held June 5th. **The vote was unanimous and the motion carried.**
32. Member Rogan **MOVED**, seconded by Member Backen to approve Resolution No. 7646, "A RESOLUTION PROPOSING AMENDMENTS TO THE ROBBINSDALE CITY CHARTER AND FORWARDING SUCH PROPOSED AMENDMENTS TO THE ROBBINSDALE CITY CHARTER COMMISSION FOR REVIEW." **The vote was unanimous and the motion carried.**

OTHER BUSINESS A: Motion to approve disbursement requests for period ending 05/01/18.

33. Member Selman **MOVED**, seconded by Member Backen to approve disbursement requests for period ending 05/01/18. **The vote was unanimous and the motion carried.**

ADMINISTRATIVE REPORTS

34. Glick stated that a Council Work Session is scheduled for immediately following the meeting.

COUNCIL COMMUNICATIONS

35. Member Backen thanked participants in the Arbor Day and Adopt-a-Park groups on Saturday.
36. Member Selman noted that the Beyond the Yellow Ribbon Quad Cities Memorial Day event at 10:00 a.m. Monday, May 28th at Chester Bird American Legion in Golden Valley.

37. Member Rogan thanked everyone for coming to the Arbor Day tree planting on Saturday and he also attended the City Band Concert for the Quasquicentennial at the new Pavilion in Lakeview Terrace Park.
38. Member Blonigan attended the Beard Contest and Fiddle Jamboree at Wicked Wort for the Quasquicentennial and thanked the Quasquicentennial Committee for organizing the events.
39. Mayor Murphy thanked all of the Quasquicentennial Committee members for serving on the committee and their work.

ADJOURNMENT

40. Member Selman **MOVED** seconded by Member Backen to adjourn the meeting at 8:16 p.m. **The vote was unanimous and the motion carried.**

John Tingley, Recorder

Regan L. Murphy, Mayor

ROBBINSDALE CITY COUNCIL
WORK SESSION MINUTES
TUESDAY, MAY 1, 2018
COMMUNITY MEETING ROOM
CITY HALL

1. The work session was called to order by Mayor Pro Tem Rogan at 8:20 p.m.
2. Councilmembers Present: Blonigan, Rogan, Selman, Backen, Mayor Murphy
Staff Present: Marcia Glick, City Manager;

UPDATE: Downtown Parking and Lighting

3. Glick reported information on sublease for parking area behind water tower, lighting initiatives and security. The lease may be ready for consideration on May 15th at a cost of \$1250/quarter. Brooklyn Center had tried hiring security staff for a park & ride area, but discontinued as the need was less than perception.
4. Council indicated support of the lease. At the same time code enforcement should monitor and enforce site conditions. Metro Transit police should monitor the parking lot property in addition to the building and possibly leave a squad car on site.
5. The item will be on the next work session agenda including detail on on-site security cameras and area security options.

DISCUSSION: Community Development Initiative & Advisory Committee

6. Glick reviewed the list of committee volunteers and asked if a council member was interested/available to be part of the committee.
7. Council Member Blonigan was added to the committee and would have another council member fill in if he was not available.

DISCUSS: Limebike Proposal

8. Glick reviewed the concept. She had emailed Limebike on April 23rd and had not yet received a response.

DISCUSS: On-Sale Wine License Requirements

9. Glick reviewed the inquiry related to on-sale wine regulations which currently require 70% of gross sales to be attributed to food. She reviewed previous research on food to alcohol required by other cities – most of which require 50% gross sales or more.
10. Options were discussed including different sales ratio for businesses which allow both deliveries from other food services and allow people to bring food on-site. Possibly just compare sales of wine and beer not made on site to food.

REVIEW COUNCIL MEETING SCHEDULE: Utility reconnection incentive concept,
Budget meetings

11. Glick reviewed the summer to fall schedule for meetings and workshops to make sure that important dates were noted on council members calendars.

MONTHLY UPDATE: Problem Properties

12. Glick distributed the list of problem properties which will be attached to the agenda packet.
13. Council asked code enforcement to watch for extra vehicles in yards with expired tabs.

MONTHLY UPDATE: 2018 Goals

14. Glick distributed the updated document and explained options suggested by Waste Management related to adding organics collection. The options would not require a contract extension.
15. Council expressed concern about options requiring additional carts and yet another truck going through the alley on collection day.
16. The item will come back to the June 5 work session.

OTHER BUSINESS

17. Blonigan reminded staff of two residential areas with ponding concerns. Glick noted that a DNR permit is being sought for pumping one area similar to last year and hoping for a construction project in 2019. The other area is more complicated due to the water table.
18. Council noted that potholes are being fixed but there are a lot out there.
19. The water tower discussion will be continued on a later work session. Can the tower be in a different location? How is size need determined?
20. Traffic speed and stop sign violations near the Cunningham are being looked at by both police and public works.
21. Blonigan also noted crosswalk improvements planned by the Cunningham and a need for weed treatment near CR81.

ADJOURNMENT

22. Mayor Pro Tem Rogan adjourned the work session at 9:50 p.m.

John Tingley, Recorder

Dan Rogan, Mayor Pro Tem

**City of Robbinsdale
SPECIAL CITY COUNCIL MINUTES
May 8, 2018
Meeting No. 10**

CALL TO ORDER

1. Mayor Murphy called the meeting to order at 6:52 p.m.

ROLL CALL

2. Present: Blonigan, Rogan, Selman, Backen (arrived 6:53), Mayor Murphy
Staff: Marcia Glick, City Manager

OLD BUSINESS A: Accepting ERF Grant Award

3. Glick explained that the grant had been awarded in November 2017 but due to transition to a new on-line grant system, the contract was not delivered for staff review until late April. Final contract form was finalized on May 4th. County grant acceptance requires council authorization for execution of the contract. The construction project was scheduled to get underway this week and therefore a special meeting was called to formalize acceptance of the grant.
4. Member Selman **MOVED**, seconded by Member Rogan to approve Resolution No. 7647 A RESOLUTION ACCEPTING ENVIRONMENTAL RESPONSE FUND GRANT FROM HENNEPIN COUNTY ENVIRONMENT AND ENERGY DEPARTMENT FOR TERRACE MALL PHASE II PROJECT. **The vote was unanimous and the motion carried.**

ADJOURNMENT

5. Member Rogan **MOVED** seconded by Member Blonigan to adjourn the meeting at 7:54 p.m. **The vote was unanimous and the motion carried.**

Marcia Glick, Recorder

Regan L. Murphy, Mayor

MEMORANDUM

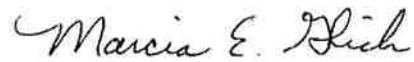
TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: May 15, 2018
RE: Approval of Licenses

Background:

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

Recommendation:

By motion approve issuance of licenses dated May 15, 2018.



Marcia Glick, City Manager

CONCURRENCE:



Tom Marshall, City Clerk

INDIVIDUAL LICENSES FOR COUNCIL APPROVAL

05/15/2018

Current Date: 5/11/2018

<u>Type</u>	<u>Applicant</u>	<u>License Fee</u>
Transient Merchants - Solicitations	Bubba's Fusion BBQ	25.00
Transient Merchants - Solicitations	Foxy Falafel	25.00
Transient Merchants - Solicitations	Geri Barber	25.00
Transient Merchants - Solicitations	O'Cheeze	25.00
Transient Merchants - Solicitations	RA MacSammy's	25.00
Transient Merchants - Solicitations	The Cave Cafe	25.00

Number of Licenses Requesting Council Approval: 6

BUSINESS LICENSES FOR COUNCIL APPROVAL

05/15/2018

Current Date: 5/10/2018

<u>License Type</u>	<u>Applicant</u>	<u>License Fee</u>
Fireworks	Dollar Tree Store #750	100.00

Number of Licenses Requesting Council Approval: 1

CONTRACTORS' LICENSES FOR COUNCIL APPROVAL

05/15/2018

<u>Applicant</u>	<u>Type</u>	<u>License Fee</u>
AAIRGATE HEATING & A/C INC (ME)	Mechanical Contractor	50.00
ARBORTECH STUMP & TREE REMOVAL	Tree Contractor	50.00
COMFORT MATTERS HEATING & COOLING	Mechanical Contractor	50.00
CROWN DRAIN CLEANING SERVICE	Plumbing Contractor	50.00
GENE'S WATER & SEWER INC	Sewer/Water Contractor	50.00
J NORDSTROM PLUMBING LLC (PL)	Plumbing Contractor	50.00
MOHLER CHIMNEY REPAIR LLC	Masonry Contractor	50.00
ST PAUL PLUMBING & HEATING (PL)	Plumbing Contractor	50.00
TIMS QUALITY PLUMBING INC (PL)	Plumbing Contractor	50.00
VALLEY POOLS AND SPAS	Pool Contractor	50.00
WEST HENNEPIN PLUMBING, LLC (PL)	Plumbing Contractor	50.00

Number of Contractor Licenses Requesting Council Approval: 11



City of Robbinsdale

TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: May 15, 2018
RE: Continued License Use of 4364 Grimes Ave N

Background

In 2005 the City agreed to license use of this property to the property owner of 4361 Grimes, Tuan Tran. Mr. Tran recently contacted staff to indicate that he is still interested in discussing purchasing the lot. The lot cannot be sold until the City studies storm water issues in the area and determines how the lot could be re-graded to address ponding on adjacent properties.

Analysis/Conclusion

The City Engineer's study of storm water in the area is not a high priority compared to other drainage issues. A study in this area is not listed as a priority in our 5 year plan.

The owner of 4361 Grimes has a very small rear yard and it drops off steeply. He has done a good job of maintaining the lot over the last years.

Recommendation

By motion, authorize the Mayor and City Manager to execute the license for the use of 4364 Grimes shown in Attachment 1.



Marcia Glick, City Manager

LICENSE FOR USE OF 4364 GRIMES AVENUE NORTH
Tuan Tran and Nga Tran (Licensee) and
City of Robbinsdale (Licensor)

This agreement dated this _____ day of May, 2018.

1. Rent - \$1 per year payable in advance.
2. Description of Property: Lot 15, Block 1, Shannon Glen which is owned by the City of Robbinsdale.
3. Term: one year commencing on June 1, 2018. This license may be continued on an annual basis provided that city is satisfied with the maintenance of the property. This license may be terminated by the Licensor with or without cause on 30 day notice at any time after the end of the first year. In the event that Licensee sells the adjacent residential property, the agreement will be terminated or assigned to Licensee's successor on the residential property in the sole discretion of the City.
4. Licensee is responsible for maintenance of the entire lot, including, but not limited to, mowing, raking, picking up trash, controlling weeds, and keeping the storm sewer line clear from leaves and trash.
5. Licensee has had an opportunity to review and inspect property and accepts property in its current condition. Licensee appreciates and consents to the City's use of the property for storm drainage purposes.
6. Licensee indemnifies and agrees to defend the Licensor from any claims of whatever nature arising out of Licensee's use and maintenance of the property under this license.
7. Licensee understands that the license for use of the property is being offered at a low rate in exchange for maintaining the property.
8. Licensee understands that the city may change the grading of the property in the future to accommodate storm water runoff. Landscaping plans must be reviewed and approved by City Staff prior to implementation.
9. Licensee acknowledges that Property may be used only for activities incidental to Licensee's use of the abutting residential property. Licensee understands that no permanent structures may be put on this property. Licensee may install children's play equipment, fence, or other temporary structures with the understanding that these must be moved at Licensee's cost at the end of the license and at times when they block access to the storm drainage area at the rear of the property.
10. Licensee will provide insurance as deemed necessary by Licensor.

CITY OF ROBBINSDALE

Tuan Tran

Regan L. Murphy, Mayor

Nga Tran

Marcia Glick, City Manager



City of Robbinsdale

Consent D
MEMORANDUM

TO: City Council
FROM: Marcia Glick, City Manager
DATE: May 15, 2018
RE: Approval of Credit Card Charges and Payment

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

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

Recommendation

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



Marcia Glick, City Manager

CONCURRENCE:



Larry Jacobson, Finance Director

Council Check Register by GL
Council Check Register and Summary

4/25/2018 -- 4/25/2018

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subldger	Account Description	Business Unit
2018091	4/25/2018		100292 U. S. BANCORP							
		52.81	COMMUNITY GYMS		130762		1305.6214		Operating Supplies	Community Center Operations
			Supplier 115429 WRISTBAND.COM							
		11.98	ROVING MINDS		130763		1335.6214		Operating Supplies	Senior Programs
			Supplier 114248 CUB FOODS							
		7.48	MOVIE DISCUSSION GROUP		130764		1335.6214		Operating Supplies	Senior Programs
		7.28	MOVIE DISCUSSION GROUP		130765		1335.6214		Operating Supplies	Senior Programs
			Supplier 116577 HYVEE							
		31.86	PRIVACY WINDOW FILM		130766		1200.6214		Operating Supplies	Police Support Services
			Supplier 114295 AMAZON							
		25.09	CONFERENCE DINNER - FF RUSSELL		130767		1260.6510		Meeting / Travel Expense	Fire Prevention / Suppression
			Supplier 118216 TEXAS ROADHOUSE							
		195.86	CONFERENCE LODGING - FF RUSSEL		130768		1260.6510		Meeting / Travel Expense	Fire Prevention / Suppression
			Supplier 114658 HOLIDAY INN							
		102.07	AIR HOSE REEL 50'		130769		1260.6234		Equipment Parts & Supplies	Fire Prevention / Suppression
		234.95	AMEREX HEAVY DUTY BRACKET		130770		1260.6234		Equipment Parts & Supplies	Fire Prevention / Suppression
		103.17	MICRO FIBER TOWELS		130771		1260.6214		Operating Supplies	Fire Prevention / Suppression
			Supplier 114295 AMAZON							
		15.12-	CREDIT AVANTI PRO		130772		1260.6234		Equipment Parts & Supplies	Fire Prevention / Suppression
		153.08	HUSKY TOOL BAG/GRINDER		130773		1260.6234		Equipment Parts & Supplies	Fire Prevention / Suppression
		15.12	AVANTI PRO		130774		1260.6234		Equipment Parts & Supplies	Fire Prevention / Suppression
			Supplier 114262 THE HOME DEPOT							
		44.13	LIMES & LEMONS		130775		6405.6214		Operating Supplies	Liquor Operations
			Supplier 114248 CUB FOODS							
		8.60	STORE SUPPLIES		130776		6405.6214		Operating Supplies	Liquor Operations
			Supplier 114282 DOLLAR STORE							
		54.66	STORE SUPPLIES		130777		6405.6214		Operating Supplies	Liquor Operations
			Supplier 114248 CUB FOODS							
		310.36	CHAIR		130778		6105.6216		Clothing & Personal Equipment	Sanitary Sewer Administration
		20.37-	OVERCHARGED SALES TAX		130779		6105.6216		Clothing & Personal Equipment	Sanitary Sewer Administration
		20.37	OVERCHARGED SALES TAX		130780		6100.2405		Due to State - Sales Tax	Sanitary Sewer Balance Sheet
			Supplier 114488 OFFICE MAX							
		.92	MAIL		130781		1200.6378		Postage & Shipping	Police Support Services
			Supplier 114303 US POST OFFICE							
		230.44	FIRST AID SUPPLIES		130782		1200.6214		Operating Supplies	Police Support Services
			Supplier 116492 FIRST AID SUPPLIES							
		720.00	LICENSING		130783		1205.6514		Dues & Memberships	Patrol Services
			Supplier 118217 POST BOARD LICENSING							
		46.10	BATTERIES		130784		1200.6214		Operating Supplies	Police Support Services
			Supplier 118144 BATTERY JUNCTION							

Council Check Register by GL
Council Check Register and Summary

4/25/2018 -- 4/25/2018

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
2018091	4/25/2018		100292 U. S. BANCORP						Continued...	
		28.90	NOTARY STAMP		130785		1200.6214		Operating Supplies	Police Support Services
			Supplier 118218 AMERICAN ASSN NOTARIES							
		16.12	ADOBE		130786		1200.6214		Operating Supplies	Police Support Services
			Supplier 116379 ADOBE EXPORT							
		295.00	INV TRAINING GATES		130787		1220.6512		Conference & Schools	Investigations / Special Svcs
		287.00	SWAT TRAINING SLOAT		130788		1205.6512		Conference & Schools	Patrol Services
			Supplier 114253 PAYPAL INC							
		333.00	FIREARM SUPPLIES		130789		1200.6214		Operating Supplies	Police Support Services
			Supplier 118219 DANIEL DEFENCE INC							
		24.11	TAPE		130790		1205.6214		Operating Supplies	Patrol Services
			Supplier 114257 ACE HARDWARE							
		520.00	CONF REGISTR MCMA 5/2-5/4/18 G		130791		1030.6512		Conference & Schools	Administrative Services
			Supplier 118220 GTS EDUCATIONAL EVENTS							
		15.00	REC WEB CREDIT CARD		130792		1300.6720		Service Charges	Recreation Administration
		15.00	REC REG CREDIT CARD		130793		1300.6720		Service Charges	Recreation Administration
			Supplier 115203 PLUG N PLAY							
		10.00	PARKING		130794		1200.6214		Operating Supplies	Police Support Services
			Supplier 116890 KELLOGG SQUARE PARKING							
		2,098.00	CELLEBRITE SYSTEMS FOR INVESIG		130795		1200.6310		Professional Services	Police Support Services
			Supplier 118221 CELLEBRITE INC							
		316.60	2018 FIRE OFFICER SCHOOL MURTA		130796		1260.6510		Meeting / Travel Expense	Fire Prevention / Suppression
		316.60	2018 FIRE OFFICER SCHOOL KRAUS		130797		1260.6510		Meeting / Travel Expense	Fire Prevention / Suppression
			Supplier 114658 HOLIDAY INN							
		36.16	CONDUIT MATERIAL PLANT #3 WATE		130798		6020.6234		Equipment Parts & Supplies	Water Utility Well & Plant Mai
		11.98	CONDUIT MATERIAL PLANT #3 WATE		130799		6020.6234		Equipment Parts & Supplies	Water Utility Well & Plant Mai
		21.88	SILICONE/QUICK STOP		130800		7115.6214		Operating Supplies	CS Government Buildings
			Supplier 114262 THE HOME DEPOT							
		129.98	TIER STEEL		130801		7115.6234		Equipment Parts & Supplies	CS Government Buildings
			Supplier 114258 MENARDS							
		166.54	NYLON POLY ROPE/TOOL		130802		7115.6234		Equipment Parts & Supplies	CS Government Buildings
		28.38	ADHESIVE/MARKER		130803		1565.6214		Operating Supplies	Parks Facility Maintenance
			Supplier 114262 THE HOME DEPOT							
		85.33	SOCCER NET CLIPS		130804		1571.6214		Operating Supplies	Parks Ballfield Maintenance
			Supplier 116574 SPORTS FACILITY GROUP							
		32.86	TWIST IN NET HOOKS		130805		1571.6214		Operating Supplies	Parks Ballfield Maintenance
			Supplier 118222 SPORTSFANOUTLET							
		42.21	ALTO ATTIX FILTER BAGS		130806		1260.6214		Operating Supplies	Fire Prevention / Suppression
			Supplier 114295 AMAZON							
		42.04	FUEL #3812		130807		7010.6236		Motor Fuels	CG Vehicle Maintenance
			Supplier							

Council Check Register by GL
Council Check Register and Summary

4/25/2018 -- 4/25/2018

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subldgr	Account Description	Business Unit
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			118223 THE STORE 61							
		308.50	NETS FOR RMS SYNTHETIC		130808		1330.6214		Operating Supplies	Youth - Children Programs
			Supplier 118224 EPIC SPORTS							
		195.00	AIS DETECTION WORKSHOP MARTA		130809		1400.6512		Conference & Schools	Engineering Services
			Supplier 116532 UNIVERSITY OF MINNESOTA							
		471.65	ARBOR DAY SEEDLINGS STEPHAN		130810		1370.6706		Landscaping	Forestry
			Supplier 117333 CHIEF RIVER NURSERY							
		384.00	ANNUAL MEMBERSHIP		130811		1400.6514		Dues & Memberships	Engineering Services
			Supplier 114491 MN SOCIETY OF PROFESSIONAL ENGINEERS							
		22.54	DUM DUM SUCKERS		130812		6405.6214		Operating Supplies	Liquor Operations
			Supplier 114314 CVS							
		265.00	REPLACE SAFE LOCK		130813		6405.6214		Operating Supplies	Liquor Operations
			Supplier 118225 ACE SECURITY TECHNOLOGIES							
		23.88	ANNUAL SUBSCRIPTION		130814		6405.6516		Subscriptions & Books	Liquor Operations
			Supplier 116379 ADOBE EXPORT							
		27.95	WHEEL ASSEMBLY		130815		7010.6234		Equipment Parts & Supplies	CG Vehicle Maintenance
			Supplier 114514 FLEET FARM							
		280.00	OPERATOR SCHOOL NAUER		130816		1500.6512		Conference & Schools	Parks Administration
			Supplier 115233 AMERICAN WATER WORKS ASSOCIATION							
		27.16	BOOK FOR FORESTRY		130817		1370.6512		Conference & Schools	Forestry
		104.66	BINOCULARS		130818		1370.6214		Operating Supplies	Forestry
		26.86	APPLE CHARGERS		130819		7105.6234		Equipment Parts & Supplies	CS General Office
		16.94	CHARGERS FOR SAMSUNG		130820		7105.6234		Equipment Parts & Supplies	CS General Office
			Supplier 114295 AMAZON							
		31.06	KVM SWITCH FOR FRONT DESK		130821		7110.6234		Equipment Parts & Supplies	CS Information Technology
			Supplier 114280 NEWEGG							
		9,398.73								
		Grand Total								
		9,398.73								
			Payment Instrument Totals							
			Checks							
			EFT Payments				9,398.73			
			Total Payments				9,398.73			



MEMORANDUM

TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: May 15, 2018
RE: Extension of Variance V17-2 for 4524 Regent Ave. N. front yard setbacks.

BACKGROUND:

On June 6, 2017 Variance request V17-2 was granted reducing the front yard setbacks for 4524 Regent Ave. N. to 21 feet for the house and 16 feet for an open front porch.

ANALYSIS/CONCLUSION:

Variances expire if not used after one year, unless extended by the City Council. Jim Peterson paid a lot reservation for the lot on May 3 and has been given a copy of Resolution 7576 which approved the variance. He said he can build a house similar to the one recently approved for 4530 Regent given the setbacks allowed by the variance.

The variance was originally granted for a house approved by the REDA for construction by Glenn Hammer. Mr. Hammer did not follow through with development agreement obligations and has forfeited his escrow.

RECOMMENDATION:

By motion, approve a one year extension to variance request V17-2 for 4524 Regent Ave. N. reducing the front yard setback to 21 feet and the open front porch to 16 feet.

Marcia Glick, City Manager

CONCURRENCE:

Rick Pearson, Community Development Coordinator



City of Robbinsdale

TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: May 15, 2018
RE: Robbinsdale Middle School Request for Mobile Food Units

Background

Robbinsdale Middle School (RMS), 3730 Toledo Avenue North, has submitted a request for the parking of three (3) food trucks in the fire lane in front of their building on Toledo Avenue North from 5:00-8:00 p.m. The event is their annual family night, which will be held on Wednesday, May 30, 2018 from 5:30-7:30 p.m. inside the school. The second option that the school proposed is in their front parking lot, but concerned about the safety of attendees with lines forming for the food trucks and only one entry/exit into the parking lot.

Analysis/Conclusion

Staff members have reviewed the request.

Police Chief – The police chief is supportive of the food trucks, but thinks that parking in the fire lane could be an issue with attendees and residents questioning why the food trucks are allowed to park in the fire lane. He also commented that there is the possibility that a truck could fail to start if they needed to be moved due to an emergency. A suggestion is to post “no parking” signs on the other side of the street to allow ample room for emergency vehicles.

Public Works Director/City Engineer – No objections to the concept. He feels that of the two options parking on the street is better due to the mixture and combination of moving vehicles and pedestrians crossing Toledo Avenue with the parking lot option.

Community Development Coordinator – Notes from the Zoning Code 520.05, Subd. 3, (c), that food trucks shall not cause congestion on the site or adjacent streets or block fire lanes.

Fire Marshal – The Fire Marshal’s initial recommendation was to have the food trucks park on 38th Avenue where buses park to load/unload. After further discussion with the RMS staff, the school staff prefer their initial request on Toledo Avenue in front of their building where this is a sidewalk. The Fire Marshal consulted with other officers of the Fire Department. The consensus was that parking in front of the building was feasible with limited hours. The Fire Department also recommends that the food trucks be 60 feet apart, so that if one caught on fire it would limit the possibility that the other two would catch fire and there would be ample room for the Fire Department to extinguish any fires.

The Fire Marshal also noted that the food trucks cannot block any roadways or fire department connections and that the food trucks would need to be occupied at all times in case there was a need to move them. Each truck would also need an up-to-date fire extinguisher. The Fire Department would inspect prior to the start of the event to ensure that the set-up is as approved.

Each food truck/mobile food unit will require a city license and to provide a copy of their state license, and safety plan. The license fee for each vendor is \$25.

RMS staff informed city staff that there will be no official seating outside, but there is sufficient room in the cafeteria just inside door 26 (by southern crosswalk). Trash receptacles will be outside and in the cafeteria.

Recommendation

Approve the request for the parking of three (3) food trucks on Toledo Avenue North in front of the school building from 5:00-8:00 p.m. for the Robbinsdale Middle School annual family event on Wednesday, May 30, 2018 provided that the food trucks are 60 feet apart, food trucks must be occupied at all times, and food trucks must have up-to-date fire extinguishers, additionally that school district staff post signs indicating no parking would be allowed on the west side of the 37xx block of Toledo Avenue North during the event.



Marcia Glick, City Manager

CONCURRENCE:



Tom Marshall, City Clerk

MEMORANDUM

TO: Mayor and City Council

FROM: Marcia Glick, City Manager

DATE: May 15, 2018

RE: Adoption of Goose Management Plan

Background:

In previous years, the City has controlled Canada Goose populations by trapping and removing live geese using Canada Goose Management Inc. However, the Minnesota Department of Natural Resources (DNR) now requires a Canada Goose Management Plan to be on file with their office if the City needs to remove live birds.

Canada Goose population control in urban areas is important for a variety of reasons. Large numbers of geese can cause human use conflicts in parks and yards; several residents have complained about geese being hostile to their children in their neighborhood as well as the number of goose droppings on public and private land. These goose droppings can contribute to high phosphorus and *E. coli* levels in City lakes and streams, which is detrimental to both water quality and human health.

The Water Resources Specialist has developed a City of Robbinsdale Canada Goose Management Plan so that geese can be removed as needed. Last year between 50 and 100 individual birds were spotted in City parks, streets, and residents' yards. The Plan has been developed in accordance with current standards and has been reviewed and approved by DNR staff. The Plan is included as *Attachment 1* on the Resolution for Council Member's review.

Conclusion:

Staff respectfully submit the Canada Goose Management Plan for the City of Robbinsdale and recommend that the City Council approve the plan to permit goose population control, including allowing staff to explore non-lethal population control options. A resolution has been included as *Exhibit 1*.

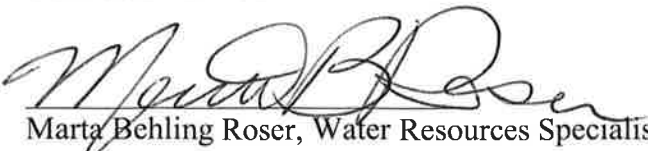
Recommendation:

By motion, approve the Resolution to adopt the Canada Goose Management Plan for the City of Robbinsdale.



Marcia Glick, City Manager

CONCURRENCE:



Marta Behling Roser, Water Resources Specialist

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 15th day of May, 2018.

RESOLUTION NO.

A RESOLUTION ADOPTING A CANADA GOOSE MANGEMENT PLAN

WHEREAS, excessive Canada Goose populations can be problematic in urban areas by creating potential conflicts in public parks and yards due to aggressive birds; and

WHEREAS, Canada Goose droppings contribute to harmful impacts on the environment as a source of *E. coli* and excess phosphorus; and

WHEREAS, developing a properly structured plan to manage Canada Goose populations using current best management practices is considered a prudent action; and

WHEREAS, the City Council has reviewed and had the opportunity to discuss the proposed Canada Goose Management Plan for this City;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROBBINSDALE, MINNESOTA: The Canada Goose Management Plan for the City of Robbinsdale, shown as Attachment 1, is hereby adopted as a City Council Policy.

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 15TH DAY OF MAY, 2018.

Regan L. Murphy, Mayor

ATTEST:

Tom Marshall, City Clerk



A Canada Goose Management Plan for The City of Robbinsdale



Prepared by:

Marta Behling Roser
Water Resources Specialist
City of Robbinsdale
4100 Lakeview Ave N
Robbinsdale, MN 55422

TABLE OF CONTENTS

City of Robbinsdale Context

Canada Goose Management Concerns

- 1.1 Goose Habitat Use and Population Estimates
- 1.2 Concentrated Habitat Use and Human Use Conflicts
- 1.3 Water Quality Impacts

Canada Goose Management Recommendations

- 2.1 City Parks and Public Property
- 2.2 Private Property
- 2.3 Public Information
- 2.4 Partner Relationships and Permit Requirements

References

Appendices:

Appendix A – City of Robbinsdale Context and Land Cover Map

Appendix B – Management Activity Tracking Form

City of Robbinsdale Context

The City of Robbinsdale spans approximately 1,910 acres and is located immediately north and west of Minneapolis, about 15 minutes from downtown Minneapolis. The city officially came into existence in 1893 and the 2010 census found the population to be 13,953; Robbinsdale is projected to have a population of 15,000 in 2030. By the Metropolitan Council's definitions, Robbinsdale is a fully-developed community lacking large undeveloped tracts of land.

Robbinsdale has several lakes and creeks in the city limits, including Middle Twin Lake, Lower Twin Lake, Ryan Lake, Ryan Creek, Crystal Lake, Grimes Pond, and Rice Lake (See Appendix A). These are all areas of valued aesthetics, and many of the city and DNR parks are situated near them. They also serve an important natural drainage function within Robbinsdale. Improving and maintaining their water quality is a high priority for the City of Robbinsdale.

Canada Goose Management Concerns

1.1 Goose Habitat Use and Population Estimate

The City of Robbinsdale is comprised mostly of developed urban area but does include lake, freshwater pond, freshwater forested/shrub wetland, and freshwater emergent wetland habitats where geese can be found. Other areas that Canada geese are attracted to in Robbinsdale are the mowed city parks and ballfields, which make up 820 acres altogether.

Canada geese vary their location in Robbinsdale depending on the time of year. Nesting tends to occur near the Twin Lakes, Crystal Lake, and Grimes Pond areas. Newly hatched broods tend to loaf and feed in South Halifax Park, Hollingsworth Park, Humphrey Park, and adjacent lawns of homeowners. After their flightless period, the Canada geese move from near these nesting areas to other Robbinsdale locations. Around Crystal Lake, the geese move throughout Lakeview Terrace Park turfgrass and ballfields and even cross Hwy 81, a very busy four lane street, to munch on turfgrass lawns. They also congregate and feed on lawns on the NE side of Lake Crystal that have been flooded due to the high lake level. Late in the season, Canada geese also congregate and feed in the Spanjers Park ballfield.

During the late spring and early summer months when adult geese pair and build nests, approximately 15 breeding pairs were observed, although sightings were based on residents complaints so there could have been more breeding pairs. In mid-summer, as many as 50 young and adult geese were found in the same areas, depending on reproductive success. Later in the summer (late July through September) flocks exceeding 85 individuals were observed in the Spanjers Park ballfield.

At the present time the areas with the most notable Canada Goose issues are:

1. South Halifax Park and surrounding neighborhood
2. Grimes Pond
3. Humphrey Park and surrounding neighborhood

4. Lower Twin Lake and wetland complex
5. Crystal Lake and adjacent parks
6. Spanjers Park

See Appendix A to locate the areas of interest as noted on a map of the City of Robbinsdale.

1.2 Concentrated Habitat Use and Human Use Conflicts

There are several areas in Robbinsdale where goose populations have the potential to cause human safety concerns. If geese wander out into residents lawns while they are still flightless and caring for goslings, they can be quite aggressive; residents have complained about geese being hostile to children in the neighborhood surrounding South Halifax Park and Grimes Pond. Another safety concern is large groups of geese crossing County Road 81, a busy street that is near Crystal Lake and Lakeview Terrace Park. Geese will cross from the park to the right-of-way west of 81, where there is a city-maintained storm pond. The speed limit is 40 MPH, and a driver hitting a goose could cause a major traffic collision. Finally, the baseball diamonds in Lakeview Terrace Park and Spanjers Park have safety concerns due to the amount of goose droppings that are left in the grass. Both of these areas seem to be congregating places for geese in the fall, and thus the diamonds are left slick with numerous goose droppings. While baseball season has ended by this point, these diamonds are still used for other park activities and resident enjoyment in the fall.

1.3 Water Quality Impacts

Goose droppings that make their way into Robbinsdale lakes can contribute to phosphorus loading to these aquatic systems, increasing the amount of algae blooms and decreasing the water quality. Lower Twin Lake has been delisted from the Minnesota's Impaired Waters List and the City is actively trying to remove phosphorus from Crystal Lake due to its hypereutrophic state, so the City would like to keep excess phosphorus out of its water systems. While goose droppings have been found to sink quickly to the bottom of water bodies, taking the phosphorus with them, if there is wind or mixing action in the lake the nutrients can be released into the water column (Unckless & Makarewicz, 2007). Much of this phosphorus in droppings from waterfowl can be considered internal cycling due to the ingestion of food items in or near the lake, but there still is still a fraction that is considered external phosphorus loading and could have negative long-term impacts on water quality (Scherer et al., 1995).

Goose droppings can also contribute to high *E. coli* levels in the urban environment. A study done by the City of Minneapolis on bacterial source identification in Minnehaha Creek found that birds are a likely source of *E. coli* in Minnehaha Creek; a bacterial marker for birds was found in over 70% of water in street gutters, 100% of soil and sediment samples, and 100% of areas where bacteria were able to grow on stone and concrete (thus showing *E. coli* can colonize urban infrastructure).

Canada Goose Management Recommendations

2.1 City Parks and Public Property

The City intends to reduce goose droppings on walks, trails, and park turf areas, lessen human use conflicts, and decrease fecal matter and *E. coli* near bodies of water. Areas that are heavily impacted by goose droppings will benefit from the following goose management techniques:

- a) Encourage members of the public not to feed Canada geese. This can cause them to congregate in greater numbers and make them more aggressive towards people
- b) Increase shoreline restoration with tall aquatic vegetation. These along with a native shoreline plantings can reduce goose use of the surrounding area by making the area less desirable to them.
- c) Goose egg addling and/or removal in locations deemed feasible in order to reduce the number of live birds present during the flightless period
- d) Rake public baseball fields as needed to reduce the number of goose droppings
- e) Temporary fencing, predator decoys, and goose lights to discourage geese from utilizing a specific area (to be determined)

To reduce the summer population of geese in the City of Robbinsdale, the City will contract as needed with a goose management company to remove geese from areas with large geese populations.

The City may expand on these and other Canada goose removal strategies in parks and public areas if goose numbers and associated problems warrant such action. Management activities done by the City will be recorded on the Management Activity Documentation Form (Appendix B).

2.2 Private Property

The City of Robbinsdale will inform citizens of Canada goose management techniques that may be employed to reduce or eliminate problems on private property. For owners of private property requesting assistance with goose problems and/or removal of geese, the guidelines set forth in this management plan for 'City Parks and Public Property' are to be followed. The City will assist private property owners in contracting Canada goose management companies to help with goose problems, including removal of problem geese. The City will not pay for removal or control cost on private property; removal or control costs will be entirely at the the private property owner's expense.

2.3 Public Information

The City of Robbinsdale will inform citizens of the management plan objectives, background, and management methodologies through a scheduled Robbinsdale City Council meeting. The City will also post goose management information to their website (www.robbinsdalemn.com) along with the DNR's Homeowners' Guide to Goose Problems. Residents will be encouraged to

report Canada goose related problems to the Water Resources Specialist at (763) 531-1248 or via email at mroser@ci.robbednsdale.mn.us. This will help with determining goose population numbers and locations throughout the city.

2.4 Partner Relationships and Permit Requirements

The City of Robbinsdale coordinates goose management and removal efforts with neighboring cities Brooklyn Center and Crystal, especially because the Twin Lakes chain is contained within all three cities.

The City of Robbinsdale and/or the goose management company will obtain any permits required by the U.S. Fish and Wildlife Service and the Minnesota Department of Natural Resources.

References:

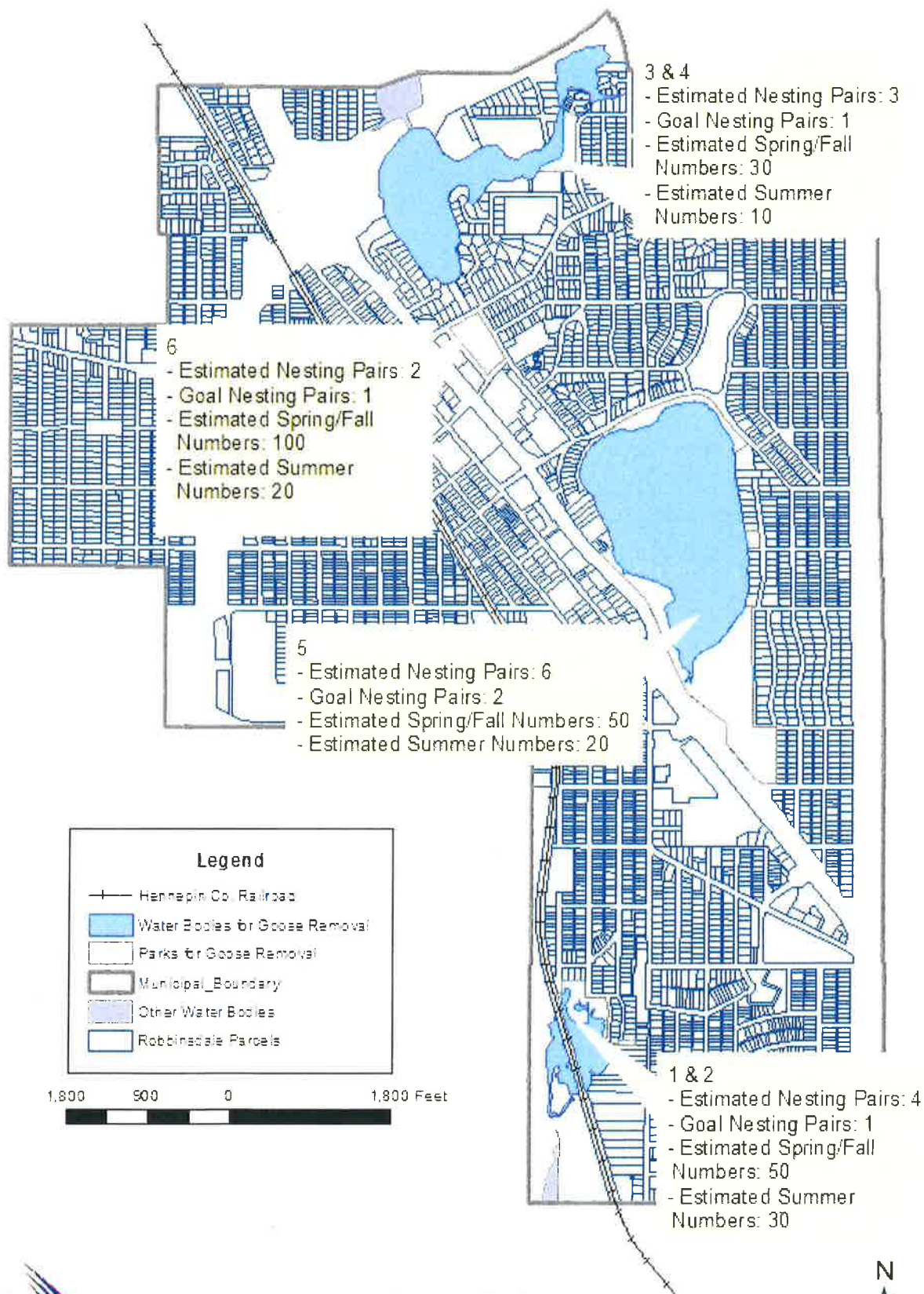
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City of Robbinsdale Comprehensive Plan, 2030.

Scherer, Nancy M., Harry L. Gibbons, Kevin B. Stoops, and Martin Muller. 1995. Phosphorus loading of an urban lake by bird droppings. *Lake and Reserv. Manage.* 11 (4): 317 – 327.

Smith, Arthur E., Scott R. Craven, and Paul D. Curtis. 1999. Managing Canada geese in urban environments. Jack Berryman Institute Publication 16, and Cornell University Cooperative Extension, Ithaca, N.Y.

Unckless, Robert L. and Joseph C. Makarewicz. 2007. The impact of nutrient loading from Canada Geese (*Branta canadensis*) on water quality, a mesocosm approach. *Hydrobiologia* 586: 393 – 401.



Appendix A: City of Robbinsdale Goose Management Areas





To: Mayor and City Council
From: Marcia Glick, City Manager
Date: May 1, 2018
Subject: 2018 Birdtown Half Marathon Event

Background

On May 1, 2018, the Robbinsdale City Council approved a temporary liquor license for Wicked Wort to serve beer at Lakeview Terrace Park at the end of the race on Saturday, May 19, 2018. Wicked Wort has pulled out and will not be serving. Travail offered to apply for a temporary liquor license so that beer can still be served.

Analysis/Conclusion

Beer has been served at this event the past couple of years. One free beer will be served to age 21 plus only and served by Travail employees within a designated "Beer Garden Area" located in the parking lot near the race finish area. They must have their ID which will be checked by Travail employees prior to them entering the area. There will be only one way to enter and exit the beer area and only those that are 21 plus are allowed. The beer will be available from 9:00 a.m. to 12:00 noon.

The Police Department is not requiring specific coverage for this event, since there will be police presence in the area anyway due to the race; and, the beer service is for a limited amount of time and there will no entertainment. No food will be served or sold.

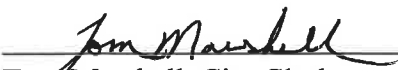
Recommendation

By motion, approve the temporary liquor license application submitted by Travail to serve one complimentary beer to age 21 plus at Lakeview Terrace Park on Saturday morning, May 19, 2018 from 9:00 a.m. to 12:00 noon during the 2018 Birdtown Half Marathon. The conditions include that serving be within the designated enclosed beer garden area and served to 21 years of age and over only.



Marcia Glick, City Manager

CONCURRENCE:



Tom Marshall, City Clerk



City of Robbinsdale

Consent I

TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: May 15, 2018
RE: Parking Lease for Lot West of Downtown Water Tower

Background

Most of the property adjacent to the railroad tracks from 41st to 42nd and just outside of the back doors of the police department, Hubbard Marketplace and EMI belongs to Hennepin County Regional Railroad Authority (HCRRA). The Robbinsdale Economic Development Authority leased the parking from HCRRA at the time of the Hubbard Marketplace Development. When Hubbard Marketplace was sold to Metropolitan Council it included a sublease for the parking/driving area including the lot west of the downtown water tower, the drive lanes behind Hubbard Marketplace, the parking west of the parking lot owned by REDA south of the Northside Oriental Market and the parking west of Northside Oriental Market.

The parking adjacent to the REDA lot is generally used by Met Transit patrons for park and ride along with others. The parking lot west of the water tower is mostly unused (other than for storage of the Whiz Bang Days float) and staff inquired of Met Transit for approval to direct downtown employees and patrons to use this lot.

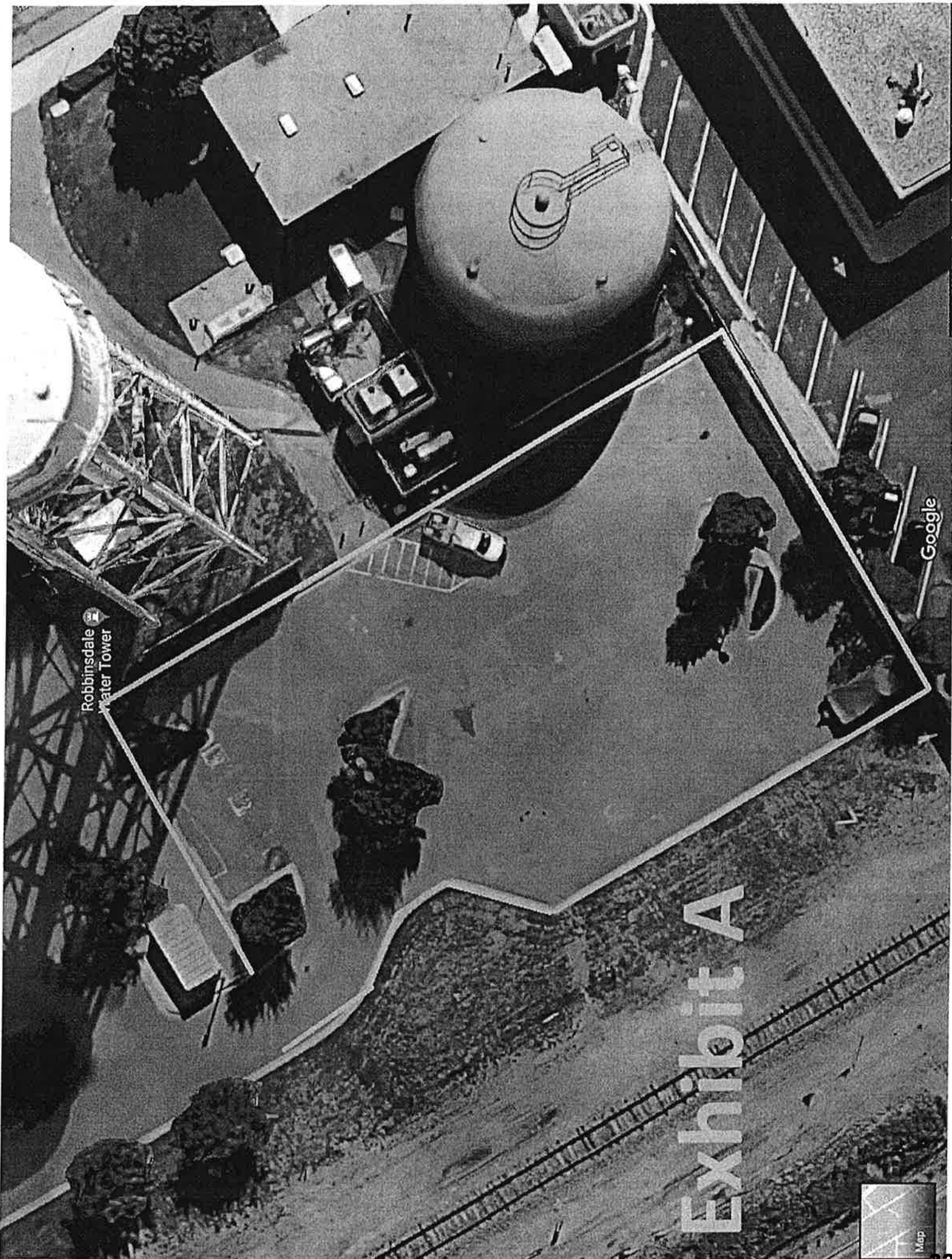
Analysis/Conclusion

A Sublease Agreement was presented authorizing the City to use the lot shown in Exhibit A. for \$1250/quarter, payment of any required taxes or special assessments, and the requirement to remove garbage and debris from the area. Met Council will be responsible for snow removal and non-routine maintenance. The agreement will include a provision for special events such as the Whiz Bang Days Block Party and maintenance days.

Recommendation

By motion authorize the Mayor and City Manager to execute the Sublease Agreement between the Metropolitan Council and the City of Robbinsdale for public parking at lot located to the west of the downtown water tower.

Marcia Glick, City Manager



Robbinsdale
Water Tower

Google

Exhibit A





Consent J

TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: May 15, 2018
RE: Whiz Bang Days Committee - Block Party Event

BACKGROUND

This year's Robbinsdale Whiz Bang Days is scheduled from Thursday, July 12 to Sunday, July 15. The Committee is seeking City Council approval for the Friday Block Party event. They are seeking to hold this event at the same location as last year, in the parking lot west of the downtown water tower. New this year would be Travail, 4124 West Broadway Avenue, sponsoring the event and providing the food and beer.

ANALYSIS/CONCLUSION

This year's Block Party activities and schedule would be the same as last year:

- The event would open at 5:30 pm and close by 12midnight.
- Food and beer will be available starting at 6:00 p.m. with serving ending at 11:00 p.m.
- Live outdoor music would start at 6:00 p.m. and end at 11:00 p.m.

Food and beer sold within the confined area of the event requires a temporary food license and temporary liquor license. Bartenders will be on-site serving and checking IDs ensuring beer is sold only to ages 21 years and older. They will have portable restrooms within the block party area. The Committee must arrange and pay the cost of two Police Officers to be on-site from 5:30 p.m. to 12midnight. Due to this being an event open to the community, last year the City Council decided to pay half the police officer cost and staff recommends this again.

City Code Section 2005.15. Subd. 1 prohibits parties after 10:00 p.m. unless the City Council approves a request for extended hours. The Whiz Bang Days Committee is requesting the Block Party be approved to end at 12midnight. The City Council has consistently required that live outdoor music end at 11:00 p.m. There have been no exceptions for past outdoor events and staff recommends that this deadline stay in place. It is noted that Broadway Court is very close to the location of the event.

RECOMMENDATION

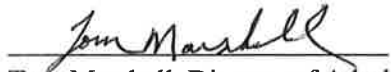
By motion, approve the request from the Robbinsdale Whiz Bang Days Committee for the Whiz Bang Days Block Party to be held on Friday, July 13, 2018 in the parking lot west of the downtown water tower as follows:

- The Committee must pay the cost for two Police Officers on over-time for the Block Party on Friday night from 5:30 p.m. to 12midnight.
- City will pay half the police officer cost.
- Approve the request for extended hours for live outdoors music to 11:00 p.m. and extension of the community event until 12midnight.
- Alcohol and food service at the Block Party can begin at 6:00 p.m. and must end by 11:00 p.m.

- The Whiz Bang Days Committee must provide and pay for portable sanitation units at the event location.
- Noise levels must be kept at a reasonable volume and the band must take direction from the Police Officers to adjust the volume, if requested.



Marcia Glick, City Manager



Tom Marshall, Director of Administrative Services



TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: May 15, 2018
RE: Quasquicentennial Recap

Background

The Robbinsdale City Council requested the creation of Quasquicentennial Committee made up of volunteers in March of 2017. A call was put out for residents, community members and business owners in Robbinsdale to join a Quasquicentennial committee with the first meeting on April 19th, 2017. Over the next year, the Committee came up with and planned various community events to help celebrate Robbinsdale's 125th Birthday. Those events included:

- A historical display celebrating the history of Robbinsdale by the Robbinsdale Historical Society during the month of February at the Robbin Gallery.
- A Cootie Medallion Hunt that took place starting on March 31st, with the cootie being found on Day 3.
- Carriage Rides through Robbinsdale on Saturday, April 7th with over 50 riders.
- A giant Cootie which was built by local welder Noah Kolkman to be permanently placed in a city park; currently located in the downtown plaza.
- Rockin' Robins Dance hosted by the Whiz Bang Ambassadors on Saturday, April 21st.
- A Beard Growing Contest and Fiddler Jamboree held in front of a packed house at Wicked Wort Brewing Company on Monday, April 23rd.
- A Quasquicentennial Tree Planting on Saturday, April 28th at Robbinsdale City Hall.
- The Robbinsdale City Band concert at Lakeview Terrace Park Pavilion on Saturday April 28th and a Build Your Own Cootie Contest.

Donations and Button Sales

As of May 3rd, donations have been received by the Quasquicentennial Committee from the following individuals/businesses:

- Mayor Regan Murphy
- Robbinsdale Lions Club
- Inthepast1.com, owned by Robbinsdale resident Susan Morrow.
- GoHealth Chiropractic
- Citizens Independent Bank
- Wicked Wort Brewing Company
- Travail Kitchen and Amusement

As of May 4th, a total of \$2,527 has been raised through donations and button sales. Letters of appreciation have been sent to the listed donors.

The committee had a strong core of committee members who are residents and business owners. The Committee met seven times over the previous year to organize the celebration. Those Committee members are:

- Andy Watson, Resident
- Priscilla Watson, Resident
- Susan Morrow, Resident, Owner of Inthepast1.com
- Diane McGee Jacobson, Director of Robbinsdale Historical Society
- Amanda Kist, Owner of Salon Halo
- Kelly Blodgett, Resident
- Kelly Agosto, Resident
- Kim Asher, Whiz Bang Ambassadors
- Stephanie Bright Barnwell, Resident
- Noah Kolkman, Resident, Owner of Ark Welding Inc.
- John Tingley, Assistant to City Manager

Recommendation

1. By motion, receive the report on the 2018 Quasquicentennial celebration donations.
2. By motion, waive the reading and order the adoption of the Resolution No. XXXX "A RESOLUTION THANKING THE 2018 QUASQUICENTENNIAL COMMITTEE FOR PLANNING AND EXECUTING THE QUASQUICENTENNIAL CELEBRATION" shown as Exhibit 1.



Marcia Glick, City Manager

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 15th day of May, 2018.

RESOLUTION NO. XXXX

A RESOLUTION THANKING THE 2018 QUASQUICENTENNIAL COMMITTEE
FOR PLANNING AND EXECUTING THE QUASQUICENTENNIAL CELEBRATION

WHEREAS, the City of Robbinsdale was founded in 1893 and a celebration of the City's 125th Birthday on April 19, 2018 was in order; and

WHEREAS, a committee was established to plan the celebration focusing on the month of April, 2018; and

WHEREAS, the committee identified the Cootie as the symbol for the celebration, the cootie having been manufactured in Robbinsdale by W.H. Schaper Manufacturing Company in Robbinsdale in the 1950s and 1960s; and



WHEREAS, members of the committee developed and carried out plans for Quasquicentennial events including: a special display of Robbinsdale History at the Robbin

Gallery and Robbinsdale Museum during the month of February, Carriage rides, a Cootie Medallion Hunt, a Beard growing and Fiddler Jamboree, construction of a Cootie sculpture, and a “build your own Cootie” contest the funding for which was predominantly covered by button sales and donations, a city band concert and grand opening of the Lakeview Terrace Picnic Pavillion;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROBBINSDALE, MINNESOTA thanks the 2018 Quasquicentennial Committee comprised of Andy Watson, Priscilla Watson, Susan Morrow, Diane McGee Jacobson, Amanda Kist, Kelly Blodgett, Kelly Agosto, Kim Asher and the Whiz Bang Ambassadors, Stephanie Bright Barnwell, Noah Kolkman, and John Tingley for their efforts in planning and executing Robbinsdale’s 125th Birthday celebration.

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 15TH DAY OF MAY, 2018.

Regan L. Murphy, Mayor

ATTEST:

Tom Marshall, City Clerk



City of Robbinsdale Proclamation

Wilber Winkelman Day
Wednesday, May 16, 2018

WHEREAS, Lakeview Elementary School fifth-grade teacher Wilber Winkelman was named Robbinsdale Area Schools' 2018 Teacher of the Year during an evening ceremony May 9, 2018; and

WHEREAS, in presenting the award Judi Bomchill an Education Assistant who introduced Winkelman at the event noted that at the end of every year, Mr. Winkelman does an exit interview with all of his students and one of his students said, 'You know, Mr. Winkelman, you tricked me into learning;' and

WHEREAS, Peter Eckhoff, president of the Robbinsdale Federation of Teachers, said Winkelman's unbelievable commitment shows and shines in his students every day, "He's been a highly committed and deeply engaged member of the Lakeview Elementary School community as well, and we couldn't ask for a better representative from Robbinsdale Area Schools;" and

WHEREAS, the City Council wishes to recognize Wilber Winkelman's award;

NOW THEREFORE, BE IT RESOLVED, that I, Regan L. Murphy, Mayor of the City of Robbinsdale, with concurrence of the City Council, do hereby proclaim:

Wednesday, May 16, 2018 as Wilber Winkelman Day
in the City of Robbinsdale

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the official seal of the City of Robbinsdale this 15th day of May, 2018.

ATTEST:

Regan L. Murphy, Mayor

Tom Marshall, City Clerk

MEMORANDUM

Presentation A

TO: Mayor and City Council

FROM: Marcia Glick, City Manager

DATE: May 15, 2018

RE: NPDES Phase II Annual Report and Public Meeting

Background:

In response to the Federal and State government requirements for municipalities to develop and implement plans to improve the quality of stormwater conveyed to local rivers, creeks, and lakes, the City Council adopted its first Stormwater Pollution Prevention Plan (SWPPP) in April 2003.

The SWPPP contains actions that the City adopts as part of its normal course of business in order to prevent pollution and the degradation of water bodies within our Municipal boundaries and downstream.

One of the items contained in the plan involves the holding of a public meeting to hear comments and input on the adopted plan. Another item requires the completion of an Annual Report for the previous calendar year for submission to the MPCA. The annual report is completed by way of a form provided by the MPCA and is due by June 30th.

Annual Report to City Council on Permit Compliance:

As reported during last year's Annual Meeting, the new permit requires stronger emphasis on enforcement of regulatory mechanisms, and compliance with written procedures and checklists for various activities as a regular course of operations.

Comments addressing each of the Minimum Control Measures (MCM's) are as follows –

MCM 1 Public Education and Outreach

The permit requires the City to review its current program to focus on illicit discharge recognition and reporting in addition to any stormwater related issues of high priority.

Council Members would recall that the City partners with two watershed management commissions, Shingle Creek and Bassett Creek, to provide educational materials for residents. In addition, articles relating to water quality are written for inclusion in each City newsletter and staff is involved in liaison with the Lower Twin Lake Association to help develop plans for ongoing water quality improvement in South Twin Lake.

MCM 2 Public Participation and Involvement

The permit requires the City to have programs and actions in place to allow solicitation of comments and involve the public in activities associated with water quality. Typical components

of this element include the holding of the Annual Meeting with appropriate notice, involvement in the Great Shingle Creek Cleanup and engaging Scouting Troops / Packs to help with clean up in the City.

The City has complied with the identified actions during 2017.

MCM 3 Illicit Discharge Detection and Elimination

The permit requires the review of existing procedures, policies and controls to specifically include prioritized area and written procedures for inspections and actions to detect and eliminate illicit discharges.

The elements of inspection and staff refresher training have been completed during 2017.

MCM 4 Construction Site Runoff Controls

The permit requires the development of written procedures and checklists to handle site plan reviews and inspections, including the retention of the information.

The City adopted written guidelines in May 2016 as action required following an MPCA audit. This included changes to City Code to tighten rules and enforcement related to construction sites.

MCM 5 Post Construction Stormwater Management

The permit requires the development of written procedures for pre and post construction site inspections, including development of legal agreements between developers and the City to ensure ongoing maintenance of the required site Best Management Practices (often raingardens).

The development of the written procedures, checklists and agreements are ongoing. The Water Resources Specialist is reviewing Post Construction Stormwater Management plans created by neighboring cities to determine what procedures will be best. It was noted in the permit renewal documentation that the majority of development in the City takes part on properties less than 0.25 acres in size, which are not likely to require any special ongoing stormwater BMPs.

MCM 6 Pollution Prevention / Good Housekeeping for Municipal Operations

The permit requires the City to implement operations and maintenance plans that reduce or prevent pollutants from entering receiving waters. Newer elements included in this measure are the creation of a facilities inventory and development of procedures for determining the effectiveness of ponds in removing Total Suspended Solids (TSS) and Total Phosphorus (TP).

The standard operations and maintenance activities such as, BMP inspection and maintenance, materials handling and staff training have been complied with during 2017, together with a facilities inventory. The procedures for determining effectiveness of TSS and TP removal are under development and will likely incur increased costs for monitoring all of the treatment ponds within the City.

Compliance with TMDL Waste Load Allocation

In addition to compliance with the 6 Minimum Control Measures identified above, the permit requires an annual report to track progress against the load reductions associated with the various Total Maximum Daily Load (TMDL) plans the City is involved in.

The current TMDL schedules applicable to Robbinsdale are –

- Shingle Creek Chloride TMDL: 5-year review done in 2014
- Crystal Lake TMDL: monitoring and plant survey updates will be done in 2018
- Middle Twin Lake TMDL: 5-year review done in 2014
- South Twin Lake TMDL: 5-year review done in 2014
- Ryan Lake TMDL – monitoring and plant survey updates will be done in 2018

Council Members would be aware of the many projects that have been implemented over the years since the introduction of the TMDLs and staff continues to explore opportunities for improvements that address these plans.

The MPCA has adopted the Upper Mississippi Bacteria TMDL. Overall reductions of approximately 70% are required. Typical actions that are being sought to reduce the amount of bacteria in waterways include –

- Identification of bacteria sources – BMPs include monitoring outfalls to pinpoint any localized hotspots and identifying any septic systems that could have failed and be contributing.
- Reduction of input from pet waste – BMPs include adoption, enforcement and education of pet waste pick up and providing infiltration and/or filtration downstream of animal congregation areas.
- Reduction of input from wildlife – BMPs include promoting animal feeding bans, the control of nuisance populations of waterfowl and providing infiltration and/or filtration downstream of waterfowl congregation areas.
- Reduction of input from humans – BMPs include eliminating illicit connections and sanitary sewer overflows.
- Reduction of conditions that promote bacteria growth and survival – BMPs include reducing dry weather flows (to allow pipes to dry out) and investigating ways to reduce biofilm buildup in pipes.

Actions being taken by the Shingle Creek Watershed include mapping of potential bacteria hotspots by identifying directly connected untreated areas that discharge into lakes and streams. The Watershed also received grant funding to install iron and bio-char enhanced sand filters within selected catchment areas to test the efficacy of the bio-char to remove bacteria.

Further specific recommended actions for implementation will flow from these investigations.

Annual Report Summary:

Overall, the City has complied with the operational aspects of the NPDES permit during 2017.

Public Notification and Consultation:

As part of the continuous improvement philosophy of the SWPPP, an annual public meeting is required to be held. Notification of this meeting (to be held as part of tonight's City Council meeting) appeared in the SunPost on April 12th and 19th, 2018. This notification complied with the statutory requirement for a minimum 30 days notice.

In addition to the verbal submissions to be received tonight, staff has been accepting written submissions since notification of tonight's meeting was made. However, nothing has been received up to the time of writing this report.

All comments received, whether electronic, written or verbal, will be dealt with through a Record of Decision (ROD) process whereby the issues raised will be investigated and a formal decision made and kept regarding each issue.

The MPCA has stated that Public Meetings should be held, and reports submitted to the agency.

Conclusion:

Staff respectfully submit the annual report for receipt by City Council, recommend holding the Annual Public Meeting, allow staff to process all comments received during since notification of this meeting, authorize the City Manager to sign and submit the annual report to the MPCA.

Recommendation:

- i) Receive and note the annual report on the adopted SWPPP compliance for the 2017 calendar year.
- ii) Hold the Public Meeting to receive any comment and input into the adopted SWPPP.
- iii) Grant delegated authority to the Public Works Director / City Engineer and City Manager to process all comments received, create and keep a record of decision of each comment and advise the City Council of those decisions.
- iv) Authorize the City Manager to sign the standard annual report upon the conclusion of comment investigation and submit the report to the MPCA by the designated date.



Marcia Glick, City Manager

CONCURRENCE:



Marta Behling Roser, Water Resources Specialist



City of Robbinsdale

New Business A

TO: Mayor and City Council

FROM: Marcia Glick, City Manager

DATE: May 15, 2018

RE: First Reading: Amendment to Intoxicating Liquor Regulations To Amend On-sale Wine License Requirements For Brewpub

Background:

Wicked Wort is exploring the option of converting from a brewery to a brewpub with expanded kitchen facilities. As a brewpub (where a restaurant is located in the place where beer is manufactured) , under MS 340A.24, they would be able to apply for either a full liquor license or a wine/beer license; their interest is to just add wine and cider. The business has not utilized the wholesale option under their current brewer license.

Analysis/Conclusion:

The business would be licensed as a restaurant with on-sale wine/beer, a brewery for on-site production, and off-sale for growlers. The restaurant would serve as the taproom for the brewery. There would be no change in growler sale regulations.

Minnesota law allows cities to issue on-sale wine licenses to brewpubs for a restaurant operated in the place of manufacture (limited beer production retail sales of no more than 3500 barrels per year and no more than 750 barrels sold off-sales), restaurants (at least 25 guests) or bed & breakfast. Area cities typically require a percentage of food sales as part of the qualification for an on-sale wine license for a restaurant.

Robbinsdale	Gross receipts for food plus nonalcoholic beverages not less than 70%, seating for at least 25, meals regularly served at tables, adequate staffing.
Crystal	Accessory to eating establishment, clearly subordinate to the eating establishment, alcohol no more than 30% of gross sales
Brooklyn Center	On-sale brew pub license for restaurant in a place of manufacture of malt liquor. The Restaurant definition has a minimum of 30% food sales, requires food to be ordered from menus to a place where the customer is seated.
Brooklyn Park	At least 25% of the restaurant's gross receipts are attributable to the sale of food, no fewer than 25 guests, meals regularly served at tables, adequate staffing.
New Hope	Wine and strong beer sales must have 60% of gross yearly sales attributable to food sales, minimum seating for 25.
Golden Valley	Wine and strong beer must have 60% of gross receipts attributable to food sales and seating for at least 25

Additionally Robbinsdale requires that a restaurant for on-sale wine license may not have a bar or similar place not used primarily for serving food.

In its current operation, Wicked Wort has extremely high beer revenue compared to food, running at about 95%. This is a combination of the limited food offerings and the fact that patrons are mainly there for the fresh beer. It also reflects the fact that they allow deliveries from other restaurants, food trucks, and patrons to bring food to the site in order to meet the high demand for food service exceeding what they can provide. They believe that if the sales for only the wine/cider compared to in-house food, they could hit 70% food sales, but would prefer to continue to allow patrons to bring in food and have deliveries from restaurants within the community.

With the evolution of the craft beer industry, the alcohol content of craft beer, hard cider, and wine is similar. Cider is 4-8%; wine is typically 8-12% and craft beer ranges from 5% to 11%.

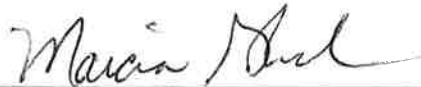
Reflecting on food requirements at Brooklyn Center and Brooklyn Park, it seems reasonable to use a 25% food threshold. The ordinance for consideration separates food sales requirements for a restaurant from food service requirements for a Brewpub. The ordinance definition for brewpub includes:

- a brewpub license from the state (which limits beer production quantity);
- a restaurant with on-site food preparation and a restaurant license from the county;
- 25% food compared to all other sales-excluding malt liquor produced on site; and
- the opportunity for food trucks, deliveries, and people bringing their own food to the site.

In drafting the ordinance it became apparent that a definition of Brew Pub, including off-sale hours, and adding the Brew Pub On and Off Sale licenses. The license language was taken from Brooklyn Center (and is essentially the state statute.) Language in the ordinance will need to be cleaned up prior to 2nd Reading.

Recommendation:

Hold the first reading of Ordinance 18-__ “AN ORDINANCE AMENDING CITY CODE SECTION 1200 TO DEFINE BREWPUB AND OFF-SALE HOURS SECTION 1205 TO ADD BREW PUB ON AND OFF SALE LICENSE SECTION 1210 ON-SALE WINE LICENSE TO ALLOW AN ON-SALE LICENSE IN A BREWPUB WITH LIMITED ON-SITE FOOD PREPARATION.”



Marcia Glick, City Manager

Member _____ moved and Member _____ seconded a motion that the following Ordinance, which was given its first reading on _____, be given its second reading this _____ day of _____, 2018, and that it be adopted.

ORDINANCE NO. _____

**AN ORDINANCE AMENDING CITY CODE
SECTION 1200 TO DEFINE BREWPUB AND OFF-SALE HOURS
SECTION 1205 TO ADD BREW PUB ON AND OFF SALE LICENSE
SECTION 1210 ON-SALE WINE LICENSE TO ALLOW AN ON-SALE LICENSE
IN A BREWPUB WITH LIMITED ON-SITE FOOD PREPARATION**

Section 1. THE CITY OF ROBBINSDALE DOES HEREBY ORDAIN that Robbinsdale City Code Section 1200 is hereby amended as follows:

1. That section 1200.03 Definitions is amended to add the following definitions:
Brew Pub, as used in this Chapter, means a Brewer who also holds one or more retail on-sale licenses and who manufactures fewer than 3,500 barrels of malt liquor in a year, at any one licensed Premises, the entire production of which is solely for consumption on tap at the location where produced, or for off-sale from those licensed premises as permitted in Minnesota Statutes Section 340A.24, Subdivision 2.
2. That section 1200.13 Hours and days of sale is hereby amended to add Off-Sale Brew Pub sales as follows: Subd. 3. Off-Sale Brewer Taproom or Off-Sale Brew Pub. Off-sale of malt liquor shall be limited to the legal hours for off-sale at the exclusive liquor store in the city pursuant to Minnesota Statutes Section 340A.301, subd 6d(a).

Section 2. THE CITY OF ROBBINSDALE DOES HEREBY ORDAIN that Robbinsdale City Code Section 1205.01 Intoxicating liquor licenses is hereby amended to add the following:

1. On-Sale Brew Pub License. This license may be issued to a Brew Pub that operates a Restaurant in the place of manufacture of malt liquor. This license is subject to Minnesota Statutes, Section 340A.24, and allows the City to issue an On-Sale Intoxicating Liquor License or a 3.2 Percent Malt Liquor License for the Brew Pub. Sales on Sundays may only occur if a Sunday Sales License is obtained from the City.
2. Off-Sale Brew Pub License. This license may be issued to a Brew Pub that holds an On-Sale Brew Pub License with the approval of the Commissioner of Public Safety. This license is subject to Minnesota Statutes, Section 340A.24, and allows off-sale of malt liquor produced and packaged on the licensed Premises during the legal hours for off-sale at the City's liquor stores and the malt liquor sold off-sale must be removed from the Premises before closing time of such liquor stores.

Growlers only may be sold off-sale on Sundays if a Sunday Sales License is obtained from the City. Packaging of malt liquor for off-sale must comply with Minnesota Statutes, Section 340A.285.

Section 3. THE CITY OF ROBBINSDALE DOES HEREBY ORDAIN that Robbinsdale City Code Section 1210 is hereby amended as follows:

Section 1210 – On-sale Wine Licenses

1210.01. On-sale wine licenses. Subdivision 1. Issuance. Upon approval of the commissioner, on-sale wine licenses may be issued by the city to restaurants that permit the sale of wine not exceeding 14% alcohol by volume for consumption on the licensed premises only in conjunction with the sale of food. Wine licenses may be issued by the city clerk upon receiving written approval of the commissioner.

Subd. 2. Restaurant. "Restaurant" for the purpose of the on-sale of wine only, means an establishment (i) that is under the control of a single proprietor or manager, (ii) where meals are regularly served at tables to the general public, (iii) which employs an adequate staff for the usual and suitable services of its guests (iv) that provides for seating not fewer than 25 guests at one time for meals, and (v) which meets the gross sales requirements of this subdivision. Except for restaurants with a brew pub license meeting specific requirements, whose the gross receipts during each license year from the sale of food and nonalcoholic beverages are not may not be less than 70% of it's the restaurant's total gross receipts from the sale of all food and beverages. For restaurants which have a brew pub license according with Minnesota Statutes 340A.24 and which allow on-site city-licensed food trucks (mobile food unit) per Section 1120.04, and at all times allow deliveries from local restaurants as well as allowing patrons to bring their own meals, the gross receipts from the sale of food in a license year shall be at least 25% of the gross receipts from the sale of all food and beverages excluding receipts from malt liquor manufactured on site.

Subd.3. Restrictions applicable. Except as otherwise provided in this chapter, restrictions imposed by this chapter relating to the on-sale of intoxicating liquor apply to on-sale wine licenses.

Subd. 4. Renewal. When an application is made for a renewal of an on-sale wine license, the applicant must file with the council a statement made by a certified public accountant that shows (i) the gross revenues required to verify compliance with the ratio of food to alcohol sales in section 1210.01, subd. 2 from the sale of food and nonalcoholic beverages and (ii) the gross revenues from the sale of alcoholic beverages including 3.2 malt liquor at the restaurant for the 12 month next preceding the date of filing the renewal application.

Subd .5. Number of licenses. No more than five on-sale wine licenses may be issued by the city at one time. This number is in addition to, and does not reduce the number of on-sale intoxicating liquor licenses otherwise permitted.

Subd. 6. No bars. A restaurant possessing an on-sale wine license may not have a bar or other similar place not used primarily for serving food at which alcoholic beverages are served. This section does not apply to a restaurant with a brew pub license.

Subd.7. Hours and days of operation. An on-sale wine establishment may not serve or sell wine to the public during hours when the sale of intoxicating liquor is

prohibited by Minnesota Statutes. No special license for Sunday liquor sale is required for the sale of wine on Sundays. The council may restrict a particular license to the sale of wine on days other than Sundays. It is unlawful for wine to be drunk, consumed, served, kept, displayed, or permitted to be on or in any table, booth, bar, or other place in such licensed premises, except the stock of wines stored therein during such times on the premises in such portions thereof as are accessible only to the licensee and the licensee's employees, at which times it is unlawful for wine to be sold.

Subd. 8. Sales of intoxicating malt liquor. A holder of an on-sale wine license issued pursuant to this section who is also licensed to sell 3.2 percent malt liquors at on-sale pursuant to section 1215, may sell intoxicating malt liquors at on-sale without an additional license.

Subd.9. Term and fees. Licenses expire annually on December 31. License renewal is subject to the license provisions described in section 1005 Licensing Procedures. The license fee is set by Appendix B.

Section 4. That the following summary clearly informs the public of the intent and effect of the ordinance and is approved for publication: "The purpose of this ordinance is to add a brew pub license and update the on-sale wine license regulations to allow sales of wine and cider at a brewery in conjunction with food service."

First Reading: YEAS:

NAYS:

Second Reading: YEAS:

NAYS:

Passed by the City Council this _____ day of _____, 2018.

Regan L. Murphy, Mayor

ATTEST:

Tom Marshall, City Clerk
(SEAL)



City of Robbinsdale

Other Business A
MEMORANDUM

TO: City Council
FROM: Marcia Glick, City Manager
DATE: May 15, 2018
RE: Voucher Requests Pending Approval for Disbursement

The check register dated May 15, 2018 reflects the voucher requests pending approval for disbursement.

The check register dated May 2, 2018 through May 15, 2018 is a list of vouchers requiring payment for City funds, Deputy Registrar, liquor, and miscellaneous purchases. The payments are required prior to the next Council meeting.

Recommendation

By motion approve disbursement requests for period ending May 15, 2018.

Marcia E. Glick

Marcia Glick, City Manager

CONCURRENCE:

Larry Jacobson

Larry Jacobson, Finance Director



City of Robbinsdale

Other Business B

To: Mayor and City Manager

From: Marcia Glick, City Manager

Date: May 15, 2018

RE: Consider moving July 3rd Council Meeting Date and Set August Budget Discussion

Background

In reviewing upcoming meeting dates at the May 1, 2018 City Council Work Session, Council members suggested that the July 3rd City Council date be moved to July 10th.

Staff also noted the need to identify a budget work session date other than a Tuesday since the direction had been to avoid having meetings the last week of August.

Recommendation

1. By motion change the July 3rd Regular City Council Meeting to start immediately after the July 10th Robbinsdale Economic Development Authority Meeting which would be scheduled to start at (6:00/6:30)
2. By Motion set a budget work session date for Thursday, August 23rd at 6:30 p.m.

Marcia Glick, City Manager