



CITY COUNCIL MEETING
May 19, 2020
4100 Lakeview Avenue North
Robbinsdale, Minnesota
7:00 p.m.

A G E N D A

CITIZEN PARTICIPATION

THE PUBLIC MAY PARTICIPATE IN THIS MEETING BY EMAILING JTINGLEY@CI.ROBBINSDALE.MN.US OR CALLING JOHN TINGLEY, ASSISTANT TO CITY MANAGER AHEAD OF TIME AT 763-531-1253. THE PUBLIC WILL ALSO BE ABLE TO PARTICIPATE BY CALLING +1-312-535-8110 AND ENTERING ACCESS CODE 805 826 817. IF PROMPTED, HIT #.

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.

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1. CITY COUNCIL MEETING CALLED TO ORDER
 2. ROLL CALL: Selman, Backen, Blonigan, Rogan, 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 19TH, 2020 MEETING AGENDA

CITY COUNCIL MEETING AGENDA

May 19th, 2020

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:

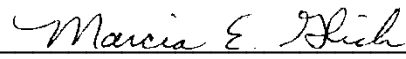
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|----|---|--------------------|
| A. | Motion to approve and order placed on file minutes of the City Council meeting on 05/05/20. | 1-5 |
| B. | Motion to affirm the action of the City Manager and support the appointment of John Tingley as City Clerk commencing May 19, 2020. | 6 |
| C. | Motion to approve issuance of licenses dated May 19th, 2020. | 7-9 |
| D. | Motion to approve the April 2020 payment for City credit card changes. | 10-15 |
| E. | Motion to approve the March 2020 payment for City credit card changes. | 16-20 |
| F. | Motion to authorize the Mayor and City Manager to execute the license for the use of 4364 Grimes shown in Attachment 1. | 21-22 |
| G. | Motion to authorize a change to the Professional Services Contract with AE2S for the additional work associated with the inclusion of Soda Ash in the treatment process, the inclusion of Solar and additional site and stormwater design at the proposed Water Treatment Plan at an additional cost not to exceed \$201,000. | 23-24 |
| H. | Zoning Approvals for Future Water Treatment Plant Site at 3648 Lee Avenue North | 25-28 |
| | <ul style="list-style-type: none">• Motion to waive the reading and order the adoption of Resolution No. XXXX," A RESOLUTION AUTHORIZING AN AMENDMENT TO THE COMPREHENSIVE PLAN FOR THE PROPERTY AT 3648 LEE AVENUE NORTH TO BE SUBMITTED TO THE METROPOLITAN COUNCIL."• Motion to hold the Second Reading of Ordinance 20-04, "AN ORDINANCE REZONING 3648 LEE AVENUE NORTH FROM R-3, MEDIUM DENSITY RESIDENTIAL TO P, PUBLIC FACILITIES." | Res. 26
Ord. 28 |
| I. | Motion to approve the letter of support for a Three Rivers Park District Regional Special Recreation Feature as shown as Attachment 2. | 29-32 |

CITY COUNCIL MEETING AGENDA

May 19th, 2020

Page 3

7. PRESENTATION
 - A. Annual Presentation by Fire Chief Guy Dorholt 33
8. PUBLIC HEARING
 - A. Considering Revocation of Domestic Animal Permit – Four (4) Hen Chickens at 3916 Vera Cruz per Section 915.37 Subd. 4 34-50
 - Consider the facts of the matter and any information from the permit holder.
 - Make a decision by motion regarding appropriate action on the permit.
9. OLD BUSINESS
 - A. There are no Old Business items scheduled.
10. NEW BUSINESS
 - A. There are no New Business items scheduled.
11. OTHER BUSINESS
 - A. Voucher Request Pending Approval for Disbursement 51
 - Motion to approve disbursement requests for period ending 05/19/20.
12. ADMINISTRATIVE REPORTS
13. COUNCIL GENERAL COMMUNICATIONS
14. ADJOURNMENT



Marcia Glick, City Manager

ITEMS PENDING OR UNDER STUDY FOR COUNCIL CONSIDERATION

ITEM	DEPARTMENT RESPONSIBILITY	ANTICIPATED AGENDA DATE
Annual Audit Presentation	Finance	6/16/2020

**City of Robbinsdale
CITY COUNCIL MINUTES
MAY 5, 2020
Meeting No. 9**

CALL TO ORDER

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

ROLL CALL

2. Present: Rogan Selman, Backen, Blonigan, Mayor Murphy
Staff: Marcia Glick, City Manager; John Tingley, Assistant to City Manager; Kate Croteau, City Clerk; Richard McCoy, Public Works Director

OPPORTUNITY FOR THE PUBLIC

3. Mayor Murphy opened the floor to anyone wishing to speak on any items not on the agenda.
4. Gina Cernohous, 2725 Parkview Blvd., Robbinsdale expressed multiple concerns with her neighbor including using a single-family home as multiple dwelling units. She expressed frustration on lack of city action on activities at the home.
5. Glick stated that Ms. Cernohous's concerns and photos submitted had been forwarded to Community Development staff for investigation and that separate dwelling units was new information.

APPROVAL OF AGENDA

6. Tingley mentioned updated totals to Consent Item F and an updated resolution to Consent Item H.
7. Member Blonigan **MOVED**, seconded by Member Selman to approve the May 5th meeting agenda. **The vote was unanimous the motion carried.**

CONSENT AGENDA

8. Member Rogan removed Consent Item J.
9. Member Backen **MOVED**, seconded by Member Blonigan to approve the remaining Consent Agenda items. **The vote was unanimous and the motion carried.**
Items approved are as follows:
 - A. Motion to approve and order placed on file minutes of the City Council meeting:
 - Council Meeting Minutes on 04/21/20
 - B. Motion to acknowledge the receipt and placing on file minutes of the following Commissions and Boards:
 - Robbinsdale Parks, Recreation and Forestry Commission 02/26/20
 - C. Motion to approve issuance of licenses from list dated 05/05/20.

- D. Motion to acknowledge the Deputy Registrar's financial reports for the month of March 2020.
- E. Motion to acknowledge the Robbinsdale Wine & Spirits financial reports for the month of March 2020.
- F. Motion to acknowledge the Investment Report for the quarter ended March 2020.
- G. Motion to acknowledge the financial reports of the quarter ended March 2020.
- H. Motion to waive the reading and order the adoption of Resolution No. 7813," A RESOLUTION AUTHORIZING EMINENT DOMAIN PROCEEDINGS TO ACQUIRE CERTAIN REAL PROPERTY." (NOTE: related to future water tower – MNDOT easement area at West Broadway/TH100.)
- I. 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 2020-2021 insurance renewal and not involve the purchase of excess liability coverage.
- J. **Removed by Councilmember Rogan**
- K. Motion to authorize a change to the Professional Service Contract with AE2S for the additional work associated with the amendments to Well #4 at an additional cost not to exceed \$50,000.00.

REMOVED CONSENT ITEM J

- 10. Rogan asked staff about the timing of the stormwater discharge system project to Ryan Lake as it relates to the Beard/Chowen Avenue project, the placement of the storm water pipe and its discharge into Ryan Lake.
- 11. McCoy stated this project will begin quickly and would be constructed independently of the Beard/Chowen project. The discharge pipe will be placed in the boulevard and not in the street. The pipe will cross Chowen next to Ryan Lake into a manhole where it will then drain into Ryan Lake.
- 12. Member Rogan **MOVED**, seconded by Member Blonigan to authorize the Mayor and City Manager to enter into a contract with Northdale Construction Co. Inc. of Albertville, MN for construction work associated with elements of the Chowen Avenue – Storm Discharge System to Ryan Lake – Project No. 72720 for an estimated cost of \$146,630.95. **The vote was unanimous and the motion carried.**

PUBLIC HEARING A – Permit Request – Chickens – 4211 York Avenue North

- 13. Croteau presented the staff report.

14. Mayor Murphy opened the public hearing. No members from the public chose to speak during the public hearing.
15. Member Selman **MOVED**, seconded by Member Backen to close the public hearing. **The vote was unanimous and the motion carried.**
16. Member Rogan **MOVED**, seconded by Member Selman to approve a permit request for five (5) hen chickens at 4211 York Avenue North subject to conditions listed in the staff report.
17. Blonigan asked the highest amount of chickens the city has approved a permit for previously.
18. Glick said the highest amount previously approved is 6. Every resident who applies to have more than 2 chickens is required to receive a permit from the City Council for the specified amount of chickens on the application. The current request is for 5 hen chickens. If the amount of hen chickens changes, the council would need to hold a new public hearing and approve a greater number. If a member of the public would like to have a rooster, they would be required to receive a different type of permit from the City Council.
19. **The vote was unanimous and the motion carried.**
20. Chris Connaker, 4211 York Avenue, Robbinsdale thanked council for approving the permit request.

OTHER BUSINESS A – Promotion of 2020 Performance Management Survey

21. Tingley updated the Council on the Performance Management Survey. The survey has been launched on the City's website. As of 5/5, 131 residents have completed the survey. The survey includes 11 questions on the performance of City services and 6 questions requesting feedback on Community Building Proposals within Sanborn Park. The survey will be open until June 8th with the results being presented at the June 16th City Council meeting.
22. Blonigan asked if the survey responses are anonymous.
23. Tingley responded that survey responses are anonymous and if the resident wanted to receive an email confirming receipt of their responses, they can input their email at the bottom of the survey.
24. Backen pointed out that additional information is available on the City's website.
25. Murphy confirmed there is a link to the Community Building Concepts within the survey itself.

OTHER BUSINESS B - Voucher Request Pending Approval for Disbursement

26. Member Rogan **MOVED**, seconded by Member Selman to approve disbursement requests for period ending 05/05/20. **The vote was unanimous and the motion carried.**

ADMINISTRATIVE REPORTS

27. Glick stated that Robbinsdale Wine & Spirits is now open to in-person shopping with a limited amount of shoppers in the store at time and one-way aisles. Plexiglas has been installed around the cash registers. Working on getting a credit card machine that does not require a signature and on a process to have a cash register available in the future at Robbinsdale Wine & Spirits.
28. Staff is working with Birdtown Flats on a timer system for lights on top of the building due to complaints from residents across the lake about the brightness at night. Birdtown Flats will be installing a dimmer this week to hopefully remedy the issue. Birdtown Flats will also place the dog park on the light time and dimmer to reduce brightness.
29. Staff has worked with the Minnesota Department of Public Safety and Department of Employment and Economic Development on a reopening plan for the Deputy Registrars Office. A plan was approved on Tuesday by the State to allow for appointment-only service for tabs and title transfers using the northeast vestibule. Robbinsdale City Hall will be open to the public starting Wednesday. 95% of city services can be completed by phone or online. Currently working on a cash handling strategy for City Hall.

COUNCIL GENERAL COMMUNICATIONS

30. Selman and Glick discussed the mask donation for Robbinsdale long-term care facilities and group homes that was held on Saturday, April 26th. Over 200 homemade masks were donated. Residents that want to donate masks should contact long-term care facilities in Robbinsdale directly.
31. Robbinsdale Whiz Bang Days has been cancelled for 2020 and Selman thanked the Robbinsdale Whiz Bang Committee for their service over the years and believes they made the prudent decision. The Committee will take donations on their website for the 2021 Robbinsdale Whiz Bang Days.
32. Selman encouraged residents to complete the 2020 Census. Tingley mentioned that self-reporting for the Census will continue as census workers have been unable to begin going door-to-door due to the COVID-19 pandemic.
33. Selman attended a Blue Line Now Phone call with Mayor Murphy and Metropolitan Council Chairman Zelle and other city officials on moving the Blue Line Light Project forward. The project is alive and well with some work to do.
34. Mayor Murphy is encouraged with Commissioner Zelle at the helm and the group is working on getting the Corridor Management Committees back online to continue moving forward.
35. Blonigan thanked the Robbinsdale Whiz Bang Committee for their service and encouraged residents to donate to the 2021 Whiz Bang Days Festival.
36. Blonigan thanked City Manager and staff for creating a reopening plan for Robbinsdale Wine & Spirits that emphasizes social distancing. He emphasized that liquor store profits go toward Robbinsdale Parks and Recreation funding.

37. Lastly, he mentioned Better Futures Minnesota that takes houses set to be demolished, and employs workers trying to rebuild their lives after facing incarceration. He encouraged staff to look into the program when a home acquired by the EDA is set to be demolished.
38. Mayor Murphy mentioned the Minnesota National Guard will be conducting various flyovers of hospitals on May 6th to honor workers on the front-line of the COVID-19 pandemic. Mayor Murphy asked about continuing public meetings online through the end of May.
39. Glick stated that the May 19th Council meeting agenda looks to be light. Current City Hall protocol is to not allow the public into office space and into the restrooms as precautions. The restrooms would need to be available for a public meeting. Council agreed to continue meeting via WebEx through at least the end of May.

ADJOURNMENT

40. Member Blonigan **MOVED**, seconded by Member Rogan to adjourn the meeting at 7:53p.m. **The vote was unanimous and the motion carried.**

John Tingley, Recorder

Regan L. Murphy, Mayor



City of Robbinsdale

MEMORANDUM

TO: Mayor and City Council
 FROM: Marcia Glick, City Manager
 DATE: May 19, 2020
 RE: City Clerk Appointment

Background

Kate Croteau has taken a position with the City of Racine, Wisconsin beginning this week. Her last working day for the City of Robbinsdale was May 15, 2020 after providing a two-week notice. City Charter requires that all appointments of City Officers, including the City Clerk, shall be with the advice and consent of the City Council. The plan to appoint Mr. Tingley was communicated to the City Council on May 7, 2020.

Analysis/Conclusion

John Tingley is currently serving as Assistant to City Manager. He also served as Assistant to City Manager from January 1, 2017 through May 4, 2018 and returned to the position on December 30, 2019. In the interim, Mr. Tingley was the City Administrator for the City of Tonka Bay where his duties included acting as the Administrative Clerk with responsibility for all elements of the 2018 election among other duties performed by City Clerks.

With the new appointment as Assistant to City Manager/City Clerk, John Tingley will perform the duties of a traditional City Clerk including continuing to provide all administrative support for the City Council including managing council packets, minutes, council documents and legal notices, coordinating web-streaming with CCX media, as well as being responsible for administering elections, business licensing, city-wide records management, and other projects assigned by the City Manager.

The city is currently advertising for a staff member with strong HR expertise whose duties will focus on human resources and risk management. Duties among the four members of the Administration Department will shift depending on the talents of the new team member with a different staff member taking over the lead for city communications (weekly news, utility bill inserts, city newsletter, social media.)

Recommendation

Motion to affirm the action of the City Manager and support the appointment of John Tingley as City Clerk commencing May 19, 2020.

Marcia Glick, City Manager



City of Robbinsdale

MEMORANDUM

TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: May 19, 2020
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 19, 2020.



Marcia Glick, City Manager

CONCURRENCE:



John Tingley, City Clerk

CONTRACTORS' LICENSES FOR COUNCIL APPROVAL

05/19/2020

<u>Applicant</u>	<u>Type</u>	<u>License Fee</u>
CHEYENNE PLUMBING & HEATING INC (ME)	Mechanical Contractor	50.00
CHEYENNE PLUMBING & HEATING INC (PL)	Plumbing Contractor	50.00
CLIMATE CONTROL HEATING & COOLING LLC	Mechanical Contractor	50.00
HEATING & COOLING DESIGN, INC. (ME)	Mechanical Contractor	50.00
KNIGHT HEATING & AIR INC	Mechanical Contractor	50.00
NORTHLAND CRANE SERVICE INC	Crane Operator	50.00
NORTHLAND MECHANICAL CNTRCTRS INC (ME)	Mechanical Contractor	50.00
NORTHLAND MECHANICAL CNTRCTRS INC (PL)	Plumbing Contractor	50.00
PATTON HEATING & A/C INC	Mechanical Contractor	50.00
SODERLIN PLUMBING & HEATING INC (ME)	Mechanical Contractor	50.00
SODERLIN PLUMBING & HEATING INC (PL)	Plumbing Contractor	50.00
TIM'S TREE SERVICE, LLC	Tree Contractor	50.00
URBAN TREE & LANDSCAPE, LLC	Tree Contractor	50.00

Number of Contractor Licenses Requesting Council Approval:

13



City of Robbinsdale

MEMORANDUM

TO: City Council
FROM: Marcia Glick, City Manager
DATE: May 19, 2020
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 2020 representing charges for the period March 11, 2020 through April 10, 2020, for expenses for City operations.

Recommendation

By motion approve the April 2020 payment for City credit card charges.

Marcia Glick, City Manager

CONCURRENCE:

Jeff Zuba, Finance Director

Council Check Register by GL
Council Check Register and Summary

4/24/2020 -- 4/24/2020

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
2020121	4/24/2020		100292 U. S. BANCORP							
		38.47	Community Gyms		153250		1305.6214		Operating Supplies	Community Center Operations
		28.00	Supplier 120373 WRISTBAND EXPRESS		153251		1305.6214		Operating Supplies	Community Center Operations
		170.00	Supplier 114310 TARGET		153252		1370.6514		Dues & Memberships	Forestry
		175.00	Membership Renewal		153253		1300.6514		Dues & Memberships	Recreation Administration
		182.78	Supplier 115519 INTERNATIONAL SOCIETY OF ARBORICULTURE		153254		1200.6214	00091120	Operating Supplies	Police Support Services
		1,006.43	Supplier 119941 NATIONAL RECREATION AND PARK ASSOCIATION		153255		1200.6214	00091120	Operating Supplies	Police Support Services
		24.99	Supplier 114514 FLEET FARM		153256		1200.6214	00091120	Operating Supplies	Police Support Services
		132.00	Supplier 114295 AMAZON		153257		1200.6214		Operating Supplies	Police Support Services
		54.46	Supplier 120374 HANDCUFF WAREHOUSE		153258		5010.6918	00028420	Park Improvements	Park Capital Improvements
		189.81	Sealant/Caulk		153259		5010.6918	00028420	Park Improvements	Park Capital Improvements
		258.42	Caulk Guns/Adhesive		153260		5010.6918	00028420	Park Improvements	Park Capital Improvements
		38.74	Supplier 114262 THE HOME DEPOT		153261		1260.6214	00091120	Operating Supplies	Fire Prevention / Suppression
		13.96	Counter top/Paint		153262		1565.6214		Operating Supplies	Parks Facility Maintenance
		22.55	Supplier 114258 MENARDS		153263		1260.6214	00091120	Operating Supplies	Fire Prevention / Suppression
		1.58	Clorox Bleach		153264		1000.2405		Due to State - Sales Tax	General Fund
		1.58-	Antibacterial cleaner		153265		1260.6214	00091120	Operating Supplies	Fire Prevention / Suppression
		7.96	Supplier 116577 HYVEE		153266		1260.6214	00091120	Operating Supplies	Fire Prevention / Suppression
		107.29	Cleaners/Clorox		153267		7115.6214		Operating Supplies	CS Government Buildings
		37.48-	sales tax overcharge		153268		1565.6214		Operating Supplies	Parks Facility Maintenance
		37.48	Supplier 116577 HYVEE		153269		1565.6214		Operating Supplies	Parks Facility Maintenance
		39.99	Connectors		153270		5010.6918	00028420	Park Improvements	Park Capital Improvements
		354.57	Sink		153271		7115.6214		Operating Supplies	CS Government Buildings
		137.90	Lawn Edge stakes		153272		1569.6214		Operating Supplies	Parks Turf Maintenance
		13.97	Supplier 114258 MENARDS		153273		7115.6214		Operating Supplies	CS Government Buildings
			Edge Wrap							
			Supplier 114262 THE HOME DEPOT							
			Adhesive							

Council Check Register by GL
Council Check Register and Summary

4/24/2020 -- 4/24/2020

Check # 2020121	Date 4/24/2020	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
			100292 U. S. BANCORP						Continued...	
		35.01	Cleaner/Descaler		153274		1260.6332		Maintenance Contracts	Fire Prevention / Suppression
		836.90	Supplier 114295 AMAZON							
			Bug on a Rope - Lift Station g		153275		6110.6234		Equipment Parts & Supplies	San Sewer Lift Station Ma
		650.00	Supplier 120375 AQUA FIX, INC.							
			Training SWAT		153276		1200.6512		Conference & Schools	Police Support Services
		90.00	Supplier 108346 SPECIAL OPERATIONS TRAINING ASSOCIATION							
			Clorox wipes		153277		1200.6514	00091120	Dues & Memberships	Police Support Services
		3.59	Supplier 116577 HYVEE							
			Rubbing Alcohol		153278		1200.6514	00091120	Dues & Memberships	Police Support Services
		665.16	Supplier 116850 COSTCO							
			Tyvek suits, Alcohol Wipes		153279		1200.6514	00091120	Dues & Memberships	Police Support Services
		155.88	Gel hand sanitizer		153280		1200.6514	00091120	Dues & Memberships	Police Support Services
		650.00-	Supplier 107922 VIKING INDUSTRIAL CENTER							
			credit for SWAT training		153281		1200.6512		Conference & Schools	Police Support Services
		395.00	Supplier 108346 SPECIAL OPERATIONS TRAINING ASSOCIATION							
			Advertising		153282		6405.6214		Operating Supplies	Liquor Operations
		1,233.33	Supplier 120376 BENCH CRAFT COMPANY							
			Scanners		153283		6405.6214		Operating Supplies	Liquor Operations
		49.99	Supplier 114339 ECR SOFTWARE							
			SQUARE		153284		6405.6214		Operating Supplies	Liquor Operations
		13.97	Supplier 114488 OFFICE MAX							
			BATHROOM SUPPLIES		153285		6405.6214		Operating Supplies	Liquor Operations
		10.74	Supplier 116577 HYVEE							
			TAPE		153286		6405.6214		Operating Supplies	Liquor Operations
		290.00-	Supplier 114257 ACE HARDWARE							
			OPERATOR SCHOOL - POWELL		153287		6105.6512		Conference & Schools	Sanitary Sewer Administration
		290.00-	OPERATOR SCHOOL - NYSTROM		153288		6005.6512		Conference & Schools	Water Utility Administration
		104.80	Supplier 115233 AMERICAN WATER WORKS ASSOCIATION							
			Evidence Supplies		153289		1200.6514		Dues & Memberships	Police Support Services
		1,218.03	Supplier 114509 PEAVEY							
			Ballistic Blanket		153290		1205.6235		Small Equip Exp <\$5,000	Patrol Services
		103.15	Supplier 120377 BOTACH							
			Evidence Supplies		153291		1200.6514		Dues & Memberships	Police Support Services
		28.00	Supplier 114509 PEAVEY							
			Carwashes - Engineer/CE		153292		7010.6336		Other Contracts	CG Vehicle Maintenance
		5.50-	Supplier 114710 CRYSTAL CAR WASH							
			Carwashes - Police		153293		7010.6336		Other Contracts	CG Vehicle Maintenance
		55.96	Supplier 114455 HOLIDAY							
			Hand Sanitizer		153294		7105.6214		Operating Supplies	CS General Office

Council Check Register by GL
Council Check Register and Summary

4/24/2020 -- 4/24/2020

Check # 2020121	Date 4/24/2020	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
			100292 U. S. BANCORP						Continued...	
		21.60	Phone case/protector		153295		1440.6234		Equipment Parts & Supplies	Code Enforcement
		21.59	Phone case/protector		153296		1305.6234		Equipment Parts & Supplies	Community Center Operations
			Supplier 114295 AMAZON							
		408.00	Carwashes - Police		153297		7010.6336		Other Contracts	CG Vehicle Maintenance
		40.00	Carwashes - Fire		153298		7010.6336		Other Contracts	CG Vehicle Maintenance
			Supplier 114710 CRYSTAL CAR WASH							
		82.50	Carwashes - Police		153299		7010.6336		Other Contracts	CG Vehicle Maintenance
			Supplier 114455 HOLIDAY							
		10.99	Phone case/protector		153300		7105.6234		Equipment Parts & Supplies	CS General Office
		16.98	Phone case/protector		153301		7105.6234		Equipment Parts & Supplies	CS General Office
		35.00	Laminating Pouches - PW		153302		7105.6214		Operating Supplies	CS General Office
		27.98	Laminating Pouches - PW		153303		7105.6214		Operating Supplies	CS General Office
		30.50	Clothing		153304		6005.6216		Clothing & Personal Equipment	Water Utility Administration
		30.49	Clothing		153305		6105.6216		Clothing & Personal Equipment	Sanitary Sewer Administration
			Supplier 114295 AMAZON							
		105.00	Online Classes		153306		6005.6512		Conference & Schools	Water Utility Administration
			Supplier 120378 ATYOURPAGEONLINE.COM							
		465.25	Concrete Tools		153307		1610.6234		Equipment Parts & Supplies	Street & Boulevard Maintenance
		8.45	Bleach		153308		7005.6214		Operating Supplies	CG Building Operations
			Supplier 114258 MENARDS							
		2,598.00	2 HP Laptops - Remote Work		153309		7110.6234	00091120	Equipment Parts & Supplies	CS Information Technology
			Supplier 114280 NEWEGG							
		415.00	Weber - Training		153310		1200.6512		Conference & Schools	Police Support Services
			Supplier 120319 MISSION CRITICAL CONCEPTS TRAINING							
		9.67	Supplies for COVID		153311		1200.6214	00091120	Operating Supplies	Police Support Services
			Supplier 116577 HYVEE							
		27.52	Isolation Gowns		153312		1200.6214	00091120	Operating Supplies	Police Support Services
		77.41	N95 Masks		153313		1200.6214	00091120	Operating Supplies	Police Support Services
		20.24	Safety Glasses		153314		1200.6214	00091120	Operating Supplies	Police Support Services
			Supplier 114295 AMAZON							
		94.60	Clorox wipes, alcohol, cotton		153315		1200.6214	00091120	Operating Supplies	Police Support Services
			Supplier 116577 HYVEE							
		9.98	Sprayers		153316		1200.6214	00091120	Operating Supplies	Police Support Services
			Supplier 114257 ACE HARDWARE							
		63.80	Disinfecting Supplies		153317		1200.6214	00091120	Operating Supplies	Police Support Services
			Supplier 116577 HYVEE							
		575.00-	Training cancelled		153318		1200.6512		Conference & Schools	Police Support Services
			Supplier 117035 MINNESOTA STATE COLLEGES							
		234.00-	Training cancelled		153319		1200.6512		Conference & Schools	Police Support Services

Council Check Register by GL
Council Check Register and Summary

4/24/2020 -- 4/24/2020

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
2020121	4/24/2020		100292 U. S. BANCORP						Continued...	
		80.10	Supplier 114481 NATIONAL TACTICAL OFFICERS ASSOC biohazard bags		153320		1200 6214	00091120	Operating Supplies	Police Support Services
		29.48	Supplier 120379 NORTHERN SAFETY & INDUSTRIAL soaps and shampoo		153321		1200 6214	00091120	Operating Supplies	Police Support Services
		9.98	Supplier 114310 TARGET water		153322		1200 6214		Operating Supplies	Police Support Services
		43.35	Supplier 116577 HYVEE clorox wipes		153323		1200 6214	00091120	Operating Supplies	Police Support Services
		31.78	Supplier 114310 TARGET soaps		153324		1200 6214		Operating Supplies	Police Support Services
		360.00	Supplier 118217 POST BOARD LICENSING Post License		153325		1205 6514		Dues & Memberships	Patrol Services
		9.80	Supplier 114310 TARGET Sanitizer bottles		153326		1205 6214		Operating Supplies	Patrol Services
		296.49	Supplier CH1/2 Office AV Cables		153327		1260 6234		Equipment Parts & Supplies	Fire Prevention / Suppression
		209.40	Supplier CH1/2 Office AV Cables		153328		1260 6234		Equipment Parts & Supplies	Fire Prevention / Suppression
		98.39	Supplier 120380 GOLDCOM Hand Sanitizer for FD		153329		1260 6214	00091120	Operating Supplies	Fire Prevention / Suppression
		1,006.43	Supplier 116850 COSTCO PPE Glasses for FF's		153330		1260 6214	00091120	Operating Supplies	Fire Prevention / Suppression
		119.68	Supplier 114523 BORDER STATES ELECTRIC SUPPLY Threaded rod/Quikrete		153331		6210 6234		Equipment Parts & Supplies	Storm Sewer Maintenance
		206.77	Supplier 114262 THE HOME DEPOT Drill bit/Water heater		153332		5010 6918	00028420	Park Improvements	Park Capital Improvements
		20.97	Supplier 114262 THE HOME DEPOT Lysol Wipes		153333		1565 6214		Operating Supplies	Parks Facility Maintenance
		169.00	Supplier 114262 THE HOME DEPOT Credit water heater		153334		5010 6918	00028420	Park Improvements	Park Capital Improvements
		271.00	Supplier 114262 THE HOME DEPOT Tankless Waterheater		153335		5010 6918	00028420	Park Improvements	Park Capital Improvements
		38.14	Supplier 114262 THE HOME DEPOT paper towels/container		153336		1567 6214		Operating Supplies	Parks Equipment Maintenance
		217.88	Supplier 114258 MENARDS lumber		153337		1567 6234		Equipment Parts & Supplies	Parks Equipment Maintenance
		165.94	Supplier 114258 MENARDS sink		153338		7115 6930	00019919	Other Improvements	CS Government Buildings
		38.92	Supplier 114258 MENARDS credit board		153339		1567 6214		Operating Supplies	Parks Equipment Maintenance
		160.80	Supplier 114258 MENARDS shingles/board		153340		1567 6214		Operating Supplies	Parks Equipment Maintenance
		51.60	Supplier 114258 MENARDS cedar board		153341		1567 6214		Operating Supplies	Parks Equipment Maintenance
		45.97	Supplier 114258 MENARDS hot galvanized box		153342		1567 6214		Operating Supplies	Parks Equipment Maintenance
		104.90	Supplier 114262 THE HOME DEPOT saw blade/brush set		153343		7115 6214		Operating Supplies	CS Government Buildings
		45.60	Supplier 114258 MENARDS hinges/chains		153344		1035 6214		Operating Supplies	Elections

Council Check Register by GL
Council Check Register and Summary

4/24/2020 -- 4/24/2020

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
2020121	4/24/2020		100292 U. S. BANCORP						Continued...	
		269.00	faucet		153345		7115.6930	00019919	Other Improvements	CS Government Buildings
		217.23	hose rack/fittings/bits		153346		7115.6214		Operating Supplies	CS Government Buildings
			Supplier 114262 THE HOME DEPOT							
		30.45	auto squeegee		153347		1260.6214		Operating Supplies	Fire Prevention / Suppression
		105.32	Book low pressure boilers		153348		7115.6214		Operating Supplies	CS Government Buildings
		71.48	Leak RPR Pattie		153349		1260.6234		Equipment Parts & Supplies	Fire Prevention / Suppression
		14.99	Camera case		153350		1500.6214		Operating Supplies	Parks Administration
		33.99	TV Ceiling Mount		153351		6705.6214		Operating Supplies	License Center Operations
		151.94	Hand Sanitizer		153352		1500.6214	00091120	Operating Supplies	Parks Administration
		15.18	Hand Sanitizer		153353		1500.6214	00091120	Operating Supplies	Parks Administration
			Supplier 114295 AMAZON							
		309.30	Tree City Flags		153354		1370.6234		Equipment Parts & Supplies	Forestry
			Supplier 116269 ARBOR DAY FOUNDATION							
		175.00	NRPA membership		153355		1300.6514		Dues & Memberships	Recreation Administration
			Supplier 119941 NATIONAL RECREATION AND PARK ASSOCIATION							
		72.36-	Doordash refund - fraud		153356		7305.6728		Miscellaneous Other Charges	Risk Insurance Operations
			Supplier 120362 DOORDASH							
		375.00	Native Garden Course		153357		1400.6512		Conference & Schools	Engineering Services
			Supplier 116532 UNIVERSITY OF MINNESOTA							
		240.00	Professional Membership		153358		1400.6514		Dues & Memberships	Engineering Services
			Supplier 120381 ENGINEERING ALLIANCE MINNESOTA							
		585.14	Actuator #125		153359		7010.6234		Equipment Parts & Supplies	CG Vehicle Maintenance
		585.14-	credit actuator		153360		7010.6234		Equipment Parts & Supplies	CG Vehicle Maintenance
		548.57	Actuator #125		153361		7010.6234		Equipment Parts & Supplies	CG Vehicle Maintenance
			Supplier 120382 POLAR SERVICE CENTER							
		2,341.39	New Receipt printer for MV		153362		7110.6234		Equipment Parts & Supplies	CS Information Technology
			Supplier 114339 ECR SOFTWARE							
		2,598.00	HP Laptop - remote work		153363		7110.6234	00091120	Equipment Parts & Supplies	CS Information Technology
			Supplier 114280 NEWEGG							
		22,063.86								

Payment Instrument Totals

Checks	
EFT Payments	22,063.86
Total Payments	22,063.86



City of Robbinsdale

MEMORANDUM

TO: City Council
FROM: Marcia Glick, City Manager
DATE: May 19, 2020
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 March 2020 representing charges for the period February 11, 2020 through March 10, 2020, for expenses for City operations.

Recommendation

By motion approve the March 2020 payment for City credit card charges.

Marcia Glick, City Manager

CONCURRENCE:

Jeff Zuba, Finance Director

Council Check Register by GL
Council Check Register and Summary

3/24/2020 -- 3/24/2020

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
2020106	3/24/2020		100292 U. S. BANCORP							
		819.30-	USBANK REBATE		153052		8900.4852		Interest Income	Investment Control
			Supplier 114443 US BANK							
		49.00	WORKSHOP		153053		1300.6512		Conference & Schools	Recreation Administration
			Supplier 116564 MINNESOTA RECREATION AND PARK ASS							
		11.36	MOVIE DISCUSSION GROUP		153054		1335.6214		Operating Supplies	Senior Programs
		14.36	MOVIE DISCUSSION GROUP		153055		1335.6214		Operating Supplies	Senior Programs
			Supplier 114248 CUB FOODS							
		263.00	SILICONE PADS		153056		1200.6214		Operating Supplies	Police Support Services
			Supplier 118045 CROSSMATCH							
		840.43	HELMET, BOOTS		153057		1260.6216		Clothing & Personal Equipment	Fire Prevention / Suppression
			Supplier 118043 WPSG							
		277.00	5Z R REAR FAN BLADES		153058		1260.6340		Repair & Maintenance	Fire Prevention / Suppression
			Supplier 115517 HOVERCRAFT DEPOT LLC							
		22.00	JEANS - UNIFORMS		153059		6005.6216		Clothing & Personal Equipment	Water Utility Administration
			Supplier 120357 CARHARTT RETAIL LLC							
		106.99	HOTEL - SCHOOL		153060		6005.6512		Conference & Schools	Water Utility Administration
		106.99	HOTEL - SCHOOL		153061		6105.6512		Conference & Schools	Sanitary Sewer Administration
			Supplier 114482 BEST WESTERN							
		990.00	TRAINING - FOSS		153062		1200.6512		Conference & Schools	Police Support Services
			Supplier 119551 AXON							
		84.23	SUPPLIES		153063		6405.6214		Operating Supplies	Liquor Operations
			Supplier 116850 COSTCO							
		1,427.92	PRINTERS		153064		6405.6214		Operating Supplies	Liquor Operations
			Supplier 114339 ECR SOFTWARE							
		21.69	SCREEN PROTECTORS - POLICE SQU		153065		1220.6214		Operating Supplies	Investigations / Special Svcs
		11.25	NON SCENTED LYSOL DESINFECTANT		153066		1400.6214		Operating Supplies	Engineering Services
		41.95	SUPPLIES/MAIN - JANE YANG CHAI		153067		7105.6214		Operating Supplies	CS General Office
			Supplier 114295 AMAZON							
		456.00	CAR WASHES - POLICE		153068		7010.6336		Other Contracts	CG Vehicle Maintenance
		30.00	CAR WASHES - FIRE		153069		7010.6336		Other Contracts	CG Vehicle Maintenance
			Supplier 119032 CRYSTAL COLLISION							
		77.00	CARWASHES - POLICE		153070		7010.6336		Other Contracts	CG Vehicle Maintenance
			Supplier 114455 HOLIDAY							
		4.60	PUBLIC HEALTH USPS DELIVERY		153071		6010.6378		Postage & Shipping	Water Utility Distribution Sys
			Supplier 114303 US POST OFFICE							
		89.96	WD40, AIRFILTERS		153072		7005.6234		Equipment Parts & Supplies	CG Building Operations
			Supplier 114258 MENARDS							
		70.00	GFOA MEMBERSHIP - ZUBA		153073		1050.6512		Conference & Schools	Financial Services
		70.00	GFOA MEMBERSHIP - SIBELL		153074		1050.6512		Conference & Schools	Financial Services

Council Check Register by GL
Council Check Register and Summary

5/4/2020 15:20:52

Page - 2

3/24/2020 -- 3/24/2020

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
2020106	3/24/2020		100292 U. S. BANCORP						Continued...	
		495.00	Supplier 106513 MINNESOTA GFOA		153075		1200.6512		Conference & Schools	Police Support Services
		102.39	Supplier 120368 NASRO		153076		1200.6514		Dues & Memberships	Police Support Services
		234.00	Supplier 114861 UPS		153077		1200.6512		Conference & Schools	Police Support Services
			Supplier 114253 PAYPAL INC							
		25.00	SWAT MEMBERSHIP - WEBER		153078		1200.6512		Conference & Schools	Police Support Services
		25.00	SWAT MEMBERSHIP - KACSMAREK		153079		1200.6512		Conference & Schools	Police Support Services
		27.99	Supplier 108346 SPECIAL OPERATIONS TRAINING ASSOCIATION							
		27.99	SUPPLIES FOR ANIMAL IMPOUND		153080		1200.6514		Dues & Memberships	Police Support Services
			SUPPLIES FOR ANIMAL IMPOUND		153081		1200.6514		Dues & Memberships	Police Support Services
		42.40	Supplier 120359 PETCO							
			SUPPLIES FOR ANIMAL IMPOUND		153082		1200.6514		Dues & Memberships	Police Support Services
		549.00	Supplier 116139 WALMART		153083		1200.6514		Dues & Memberships	Police Support Services
			BINDER LIFT							
		169.87	Supplier 116533 BINDER LIFT							
			COLD WEATHER SUPPLIES		153084		1200.6514		Dues & Memberships	Police Support Services
		146.98	Supplier 114861 UPS							
			LODGING		153085		1030.6512		Conference & Schools	Administrative Services
			Supplier 114765 GRAND VIEW LODGE							
		485.00	CONFERENCE - FRANZEN		153086		1205.6512		Conference & Schools	Patrol Services
		34.98	Supplier 114510 MINNESOTA CHIEFS OF POLICE ASSOCIATION							
			DOORBELL RECEIVER		153087		6405.6234		Equipment Parts & Supplies	Liquor Operations
			Supplier 114295 AMAZON							
		299.50	THERMAL CAMERA		153088		7115.6214		Operating Supplies	CS Government Buildings
		299.50	THERMAL CAMERA		153089		1565.6214		Operating Supplies	Parks Facility Maintenance
			Supplier 120360 TEQUIPMENT							
		25.73	MESH VEST		153090		1260.6234		Equipment Parts & Supplies	Fire Prevention / Suppression
		25.72	MESH VEST		153091		1260.6234		Equipment Parts & Supplies	Fire Prevention / Suppression
		25.73	MESH VEST		153092		1260.6234		Equipment Parts & Supplies	Fire Prevention / Suppression
			Supplier 114308 CABELAS							
		39.32	WEATHERSHEILD		153093		7115.6214		Operating Supplies	CS Government Buildings
		39.55	LINKS/CEDAR BOARD		153094		1567.6214		Operating Supplies	Parks Equipment Maintenance
			Supplier 114262 THE HOME DEPOT							
		72.36	FRAUDULENT CHARGE TO BE REFUND		153095		7305.6728		Miscellaneous Other Charges	Risk Insurance Operations
			Supplier 120362 DOORDASH							
		77.08	GYM SIGNS		153096		1305.6214		Operating Supplies	Community Center Operations
			Supplier 118468 BUILDASIGN.COM							

Council Check Register by GL
Council Check Register and Summary

3/24/2020 -- 3/24/2020

Check # 2020106	Date 3/24/2020	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
			100292 U. S. BANCORP						Continued...	
		25.00	DIGITAL FLYER DELIVERY		153097		1330.6382		Advertising / Promotions	Youth - Children Programs
		25.00	FLYER DELIVERY TO SCHOOLS		153098		1340.6382		Advertising / Promotions	Cooperative Programming
			Supplier 120361 PEACHJAR							
		24.56	SUPPLIES FOR FAMILY FUN		153099		1340.6214		Operating Supplies	Cooperative Programming
			Supplier 114310 TARGET							
		81.08	SUPPLIES FOR FAMILY FUN		153100		1340.6214		Operating Supplies	Cooperative Programming
		50.27	MISC SUPPLIES		153101		1325.6214		Operating Supplies	General Programs
			Supplier 116850 COSTCO							
		77.08	GYM SIGNS		153102		1305.6214		Operating Supplies	Community Center Operations
			Supplier 118468 BUILDASIGN.COM							
		76.92	MENARDS		153103		1325.6214		Operating Supplies	General Programs
			Supplier 114258 MENARDS							
		241.94	DNR		153104		6210.6718		Licenses Taxes & Fees	Storm Sewer Maintenance
			Supplier 115234 MN DEPT OF NATURAL RESOURCES (DNR)							
		225.00	P8 MODELING - MARTA		153105		1400.6512		Conference & Schools	Engineering Services
			Supplier 114299 U OF M - COE NONCREDIT							
		200.00	CONCRETE FIELD RE-CERT - ROBIN		153106		1400.6512		Conference & Schools	Engineering Services
		200.00	BITUMINOUS RE-CERT - ANDY		153107		1400.6512		Conference & Schools	Engineering Services
			Supplier 117035 MINNESOTA STATE COLLEGES							
		11.98	TUBE TIRE		153108		7010.6234		Equipment Parts & Supplies	CG Vehicle Maintenance
			Supplier 114514 FLEET FARM							
		32.00	HEX BITS/ SOCKET		153109		7010.6234		Equipment Parts & Supplies	CG Vehicle Maintenance
		49.75	PRYBAR SET		153110		7010.6234		Equipment Parts & Supplies	CG Vehicle Maintenance
			Supplier 114515 SNAP-ON							
		39.95	TAIL LIGHT #148		153111		7010.6234		Equipment Parts & Supplies	CG Vehicle Maintenance
			Supplier 120363 M&G TRAILER							
		64.84	CHILD AED PAD		153112		7115.6214		Operating Supplies	CS Government Buildings
			Supplier 116896 HEARTSMART.COM							
		60.00	MPSTMA SPRING WORKSHOP - LEONA		153113		1500.6512		Conference & Schools	Parks Administration
			Supplier 114253 PAYPAL INC							
		290.00	METRO OPERATOR SCHOOL - NYSTRO		153114		6005.6512		Conference & Schools	Water Utility Administration
		290.00	METRO OPERATOR SCHOOL - POWELL		153115		6105.6512		Conference & Schools	Sanitary Sewer Administration
			Supplier 115233 AMERICAN WATER WORKS ASSOCIATION							
		266.82	REMOTE DESKTOP SOFTWARE RENEWA		153116		7110.6332		Maintenance Contracts	CS Information Technology
		1,164.50	HELPDESK SOFTWARE RENEWAL		153117		7110.6332		Maintenance Contracts	CS Information Technology
			Supplier 115524 SOLARWINDS							
		158.22	VERIFONE POWER SUPPLY		153118		7110.6214		Operating Supplies	CS Information Technology
			Supplier 114339 ECR SOFTWARE							
		74.64	VGA ADAPTERS		153119		7110.6214		Operating Supplies	CS Information Technology

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

3/24/2020 -- 3/24/2020

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
2020106	3/24/2020		100292 U. S. BANCORP						Continued...	
		52.87	DESK MOUNT FOR MONITOR		153120		7110.6214		Operating Supplies	CS Information Technology
		79.98	WIRELESS KEYBOARD & MOUSE		153121		7110.6234		Equipment Parts & Supplies	CS Information Technology
		1,616.00	Supplier 114280 NEWEGG		153122		7110.6332		Maintenance Contracts	CS Information Technology
			ARCVIEW RENEWAL							
		20.18	Supplier 114635 ESRI INC		153123		7110.6214		Operating Supplies	CS Information Technology
		54.96	USB EXTENDER		153124		7110.6214		Operating Supplies	CS Information Technology
			WIRELESS PCI CARD							
		82.84	Supplier 114280 NEWEGG		153125		7110.6234		Equipment Parts & Supplies	CS Information Technology
			OLYMPUS FOOT PEDAL							
			Supplier 114295 AMAZON							
		12,942.76								

Payment Instrument Totals

Checks	
EFT Payments	12,942.76
Total Payments	12,942.76

Grand Total 12,942.76



City of Robbinsdale

TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: May 19, 2020
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. Last year, three dead trees were removed from the lot. Mr. Tran requested the option to install a shed which would be out of the way of access and with the knowledge that the shed would need to be removed if it was in the way of future work on the site.

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, 2020.

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, 2020. 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

MEMORANDUM

TO: Mayor and City Council

FROM: Marcia Glick, City Manager

DATE: May 19, 2020

SUBJECT: Amendment to Water Infrastructure Professional Services Contract

Background:

The initial Professional Service Contract with AE₂S for the Water System Improvements Projects was approved by City Council at its July 2nd 2019 meeting at a cost not to exceed \$1,623,436.

As the details of the projects have developed, a number of additional elements have been identified as requiring amendment to this initial contract –

On January 7th 2020, the City Council approved an amendment to the contract associated with the proposed lime slaking equipment (additional \$110,000).

At the last meeting (May 5th, 2020) City Council approved amendments associated with alterations at Well #4 (additional \$ 50,000). At that time, it was also identified that a further amendment would be sought for the inclusion of Soda Ash in the treatment process, for the inclusion of solar power elements at the plant and for additional stormsewer and site requirements.

Current Proposal:

The amendment as currently sought addresses multiple elements –

Detailed testing and analysis of the City's source well water has indicated that the addition of Soda Ash will assist in the performance of the lime softening by adjusting the chemistry of the water for optimum hardness removal. This process component was not initially anticipated and was not included in the original scope of the project.

The provision of rooftop solar panels and the necessary switch gear to control the flow of energy is an environmentally responsible action that is supported by staff, however this was not in the original scope of the project.

Site and stormwater design has required additional modelling to allow for the Lee Square drainage into the WTP site, review of infiltration rates in the proposed basin at the rear of the site and the details of numerous retaining walls that are required for both the infiltration basin and along the northern side of the site to cater for grade difference between the WTP site and the trail / ballfield.

The Consultant has indicated that the additional fees that would be associated with these amendments are as follows –

<u>Element</u>	<u>Design Phase</u>	<u>Construction Phase</u>	<u>Total</u>
Soda Ash	\$ 80,000	\$ 14,000	\$ 94,000
Solar Panels	\$ 25,000	\$ 12,000	\$ 37,000
Stormwater and Site	\$ 60,000	\$ 10,000	\$ 70,000
TOTALS	\$ 165,000	\$ 36,000	\$ 201,000

Staff has reviewed these proposed amendments and agrees that the additional fees are warranted for the additional work required. Approval of this change is recommended.

City Council should note that the sum of the original contract plus the three amendments (including this one) adjusts the total fee for the work to \$ 1,984,436. This represents just over 5% of the estimated construction costs for the numerous elements of the project. Staff feel that this is very reasonable.

Recommendation:

Motion to authorize a change to the Professional Service Contract with AE2S for the additional work associated with the inclusion of Soda Ash in the treatment process, the inclusion of Solar and additional site and stormwater design at the proposed Water Treatment Plant at an additional cost not to exceed \$ 201,000.



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: May 19, 2020
RE: The Water Treatment Plant site at 3648 Lee Ave. N:

- SECOND READING of an ordinance rezoning to P, Public Facilities from R-3, Medium Density Residential.
- Resolution authorizing an amendment to the Comprehensive Plan for the property located at 3648 Lee Ave. N.

BACKGROUND:

The FIRST READING of the ordinance was held on April 21, 2020. An amendment to the Comprehensive Plan is also needed. The Planning Commission adopted a motion recommending the amendment after the public hearing April 16 related to the rezoning.

ANALYSIS/CONCLUSION:

The Ordinance is ready for its second reading. Staff received no comments during the public hearing process. An explanation was provided to the management staff of the Lee Square Cooperative.

The Comprehensive Plan amendment will change the land use designation for the property from Public (parks and open space) to Utility / Industrial for the water treatment plant.

RECOMMENDATION:

1. Motion to waive the reading and adopt the Resolution shown in **Exhibit 1**
 AUTHORIZING AN AMENDMENT TO THE COMPREHENSIVE PLAN FOR THE
 PROPERTY AT 3648 LEE AVENUE NORTH TO BE SUBMITTED TO THE
 METROPOLITAN COUNCIL.
2. Hold the **SECOND READING** of the ordinance shown in **Exhibit 2** rezoning the Water
 Treatment Plant site at 3648 Lee Ave. N. to P, Public Facilities.

Marcia Glick, City Manager

CONCURRENCE:

Rick Pearson, Community Development Coordinator

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 19th day of May 2020.

RESOLUTION NO.

A RESOLUTION AUTHORIZING AN AMENDMENT TO THE COMPREHENSIVE PLAN FOR THE PROPERTY AT 3648 LEE AVENUE NORTH TO BE SUBMITTED TO THE METROPOLITAN COUNCIL

WHEREAS, land located at 3648 Lee Avenue North in Robbinsdale was acquired by the City Of Robbinsdale from the Robbinsdale Economic Development Authority for the purpose of development of a water treatment plant; and

WHEREAS, the property had been zoned R-3, Medium Density Residential since 1984 which anticipated a future phase of development of the Lee Square Cooperative which was never built; and

WHEREAS, Planning Commission conducted a public hearing as required on April 16, 2020; and

WHEREAS, the Planning Commission adopted a unanimous motion recommending approval of the comprehensive plan from Public to Utility/Industrial for the 2.68 acre parcel; and

WHEREAS, the Council accepts these findings;

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Robbinsdale that city staff as authorized to prepare an amendment to the comprehensive plan for submission to the Metropolitan Council to change the land use designation for the property located at 3648 Lee Avenue North legally described in "**Attachment 1**" from Public to Utility/Industrial.

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 MAY 2020.

ATTEST:

Regan L. Murphy, Mayor

John Tingley, City Clerk
(Seal)

Attachment 1

Legal description for 3648 Lee Avenue North:

Lot 3, Block 2 LEE SQUARE ADDITION, HENNEPIN COUNTY, MINNESOTA

Member _____ moved and Member _____ seconded a motion that the following Ordinance, which was given its first reading on April 21, 2020 be given its second reading this 19th day of May 2020 and that it be adopted.

ORDINANCE NO. 20-04

AN ORDINANCE REZONING 3648 LEE AVENUE NORTH FROM R-3, MEDIUM DENSITY RESIDENTIAL TO P, PUBLIC FACILITIES

THE CITY COUNCIL OF THE CITY OF ROBBINSDALE DOES ORDAIN:

- 1) That Appendix A, Section 550.05 of the Robbinsdale City Code shall be amended with new language shown as underlined and in bold and language to be removed shown by strike-out:

(g) LEE SQUARE ADDITION:

(1) Lots 1, **and 2, and 3.** (4400-36th Ave. N. ~~and 3648 Lee Ave. N.~~)

- 2) That Appendix A, Section 550.27 Public Facilities District of the Robbinsdale City Code shall be amended with additional language shown in bold and underlined and subsequent sections renumbered as follows:

(d) LEE SQUARE ADDITION:

Lot 3, Block 2. (3648 Lee Ave. N.)

- 3) That the following summary clearly informs the public of the intent and effect of the ordinance and is approved for publication:

The Water Treatment Plant site at 3648 Lee Ave. N. will be rezoned from R-3, Medium Density Residential to "P" Public Facilities

First Reading: YEAS: Blonigan, Selman, Backen, Mayor Murphy
NAYS: None
ABSENT: Rogan
Second Reading: YEAS:
NAYS:

PASSED AND ADOPTED BY THE CITY COUNCIL THIS 19TH DAY OF MAY, 2020.

ATTEST:

Regan L. Murphy, Mayor

John Tingley, City Clerk
(SEAL)



City of Robbinsdale

TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: May 19, 2020
RE: Letter of Support – Regional Special Recreation Feature

Background:

Three Rivers Park District is requesting the City Council approve a letter of support for a Regional Special Recreation Feature within the first-ring suburb cities in Hennepin County, shown as Attachment 1. Upon approval, the letter would be sent to the Metropolitan Council to encourage an update to their system plan for a search area.

Historically, the first-ring cities around Minneapolis developed prior to the creation of Three Rivers Park District. Consequently, there are very limited opportunities to develop new large regional parks in these cities. The Regional Special Recreation Feature would further help connect residents to the Three Rivers Park District system

Analysis/Conclusion:

Three Rivers Park District is starting the process of creating a Master Plan which would include a Regional Special Recreation Feature within the first-ring suburbs. Before the process can begin, Three Rivers Park District needs the Metropolitan Council to update their system plan to recognize a “search area” for the Feature. Inclusion in the system plan will open up access to Metropolitan Council, Legacy and State funding for projects identified in the Master Plan, including a Regional Special Recreation Feature.

Recommendation:

Motion to approve the letter of support for a Three Rivers Park District Regional Special Recreation Feature as shown as Attachment 2.

Marcia Glick, City Manager

CONCURRENCE:

John Tingley, City Clerk

Regional Park and Trail Proposed Search Areas Three Rivers Park District



May 14, 2020

Dear Pam,

Three Rivers Park District is requesting a staff letter of support from the City of Robbinsdale addressed to the Metropolitan Council acknowledging the City's support for a new Regional Special Recreation Feature to be located within the first-ring cities within Hennepin County (see area #3 on the attached map).

Historically, the first-ring cities around Minneapolis developed prior to the creation of Three Rivers Park District. Consequently, there are very limited opportunities to develop new large regional parks in these cities. While Three Rivers has provided regional services through the development of the Regional Trail Network through first-ring cities, our agency would like to do more.

Three Rivers is interested in working with the first-ring cities on a comprehensive Master Plan that could identify "Bridging Facilities" that provide regional service and help connect your residents to Three Rivers' system. A few of these types of facilities already have been created in partnership with the local cities: Sohacki Park in Robbinsdale/Golden Valley; the Crystal-MAC Environmental Area in Crystal; an ADA kayak rental and launch facility on Taft Lake in Richfield, and regional trail-adjacent exercise equipment in Brooklyn Center's Centennial Park. The Master Plan would allow all of us to get together and determine how to best serve the needs of the communities through regional recreation resources.

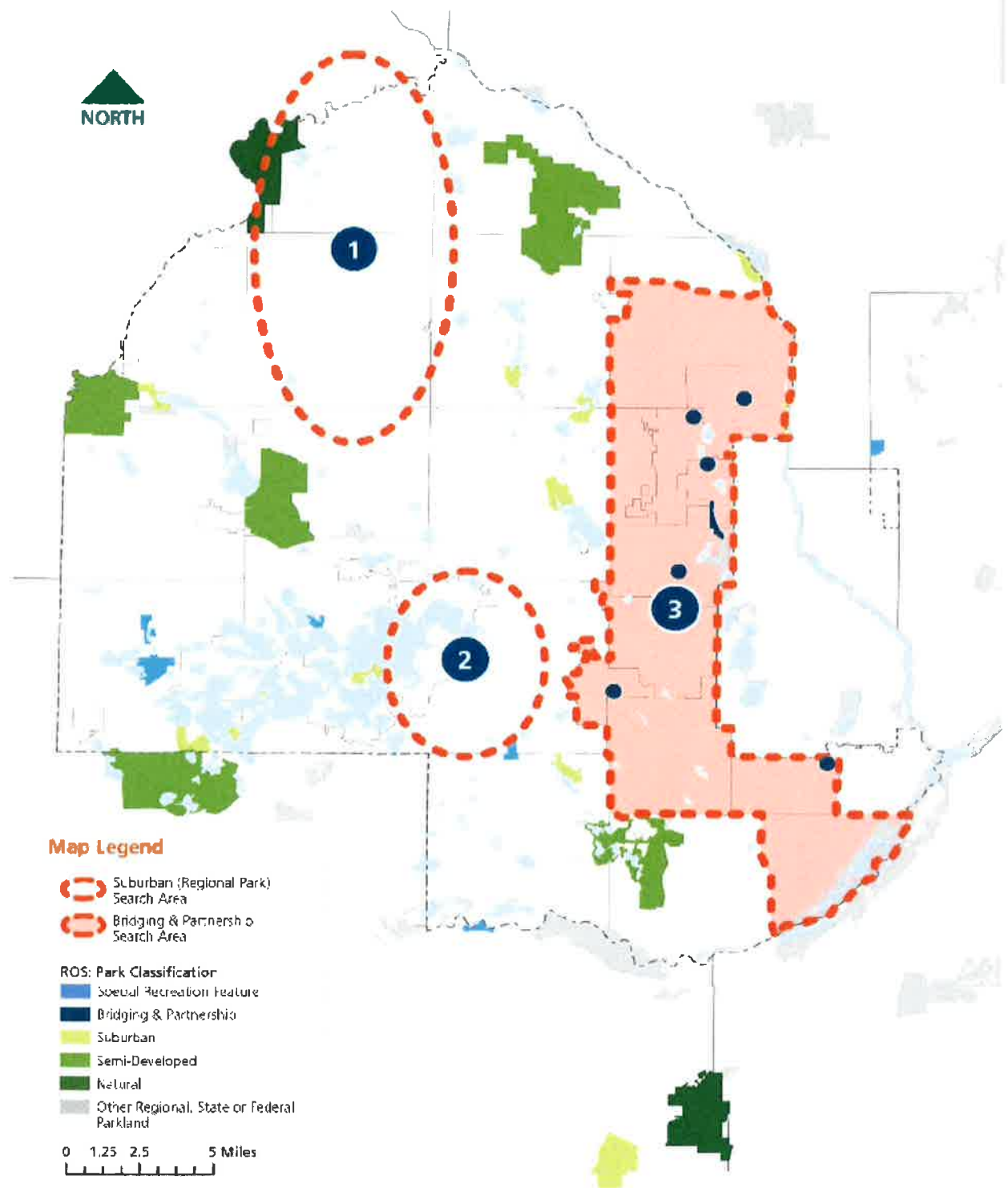
But before we can begin that Master Plan, Three Rivers needs to get the Metropolitan Council to update their System Plan to recognize a "Search Area" for a Special Recreation Feature covering the first-ring cities. Inclusion in the System Plan, followed by an approved Master Plan, will allow use of Metropolitan Council, Legacy and State funding for projects identified in the final Master Plan. Work on the plan would likely begin in early 2021.

The attached draft letter of support from City staff is required for our application to the Council for the proposed Search Area addition to their system plan.

If the City staff are supportive of the regional park search area/regional trail search corridor, please complete and return the enclosed letter of support via email to me at jonathan.vlaming@threeriversparkdistrict.org by end of business Tuesday, May 19. The short turn around is necessary to meet the Metropolitan Council system addition deadline.

Call me if you have any questions or concerns @ 612-490-5220 (Cell). Thank you!

Jonathan



Regional Park Search Areas



Attachment 2
City of Robbinsdale

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

May 19, 2020

Emmett Mullin, Parks Manager
Metropolitan Council
390 North Robert Street
St. Paul, MN 55101

RE: Providing Letter of Support for Three Rivers:
Special Recreation Feature/Bridging Facilities Search Area

Dear Mr. Mullin,

On behalf of the Robbinsdale City Council, City staff supports inclusion of Three Rivers proposed Special Recreation Feature/Bridging Facilities Search Area within our community in the Metropolitan Council's Regional Parks Policy System Plan.

Three Rivers provides recreation and natural resources offerings which are complementary to our local park system and serve as an amenity for our residents. We consider additional Three Rivers amenities within our community an asset which will positively contribute to our community being a desirable place to live, work and play both now and in the future.

In addition, City staff are supportive of partnering with Three Rivers to further explore the Special Recreation Feature/Bridging Facilities Search Area possibilities through development of a master plan which meets both Three Rivers' and the City's recreation and natural resource goals.

Sincerely,

Regan Murphy
Mayor
City of Robbinsdale

C: Jonathan Vlaming, Associate Superintendent – Three Rivers Park District

**ANNUAL FIRE
DEPARTMENT
PRESENTATION
BY FIRE CHIEF
GUY DORHOLT**



Robbinsdale Fire Department

Serving Our Community Since 1909

2019 Annual Report

Welcome by Fire Chief Guy P. Dorholt

In 2019, the Robbinsdale Fire department made three significant capital equipment purchases to help the department continue to deliver the quality service our community deserves.

The first focused on firefighter communications. We developed and implemented a plan to completely replace all of our handheld and apparatus radios. This upgrade allowed us to vastly expand our communications network as well as incorporate encrypted communications with our dispatch center, Hennepin County Sheriff's Office (HCSO).

The second focused on firefighter incident response. New Mobile Digital Computers (MDC's) were purchased and mounted in each apparatus and command vehicles. These help direct us to each incident as well as provide real time updates while on scene.

Finally and probably most importantly, the Fire Department took delivery of our newest engine (front picture). This engine was purchased to meet the following departmental consistency requirements: Training, Operational Storage and Mechanical/Repair. The new engine mirrors our other pumper with added technology and safety enhancements. We look forward to a long and useful service life for this wonderful apparatus.

In closing, I would like to thank the City, the community for your support and our firefighters for the outstanding job they do everyday to keep our community safe.

Sincerely,
Guy P. Dorholt
Fire Chief

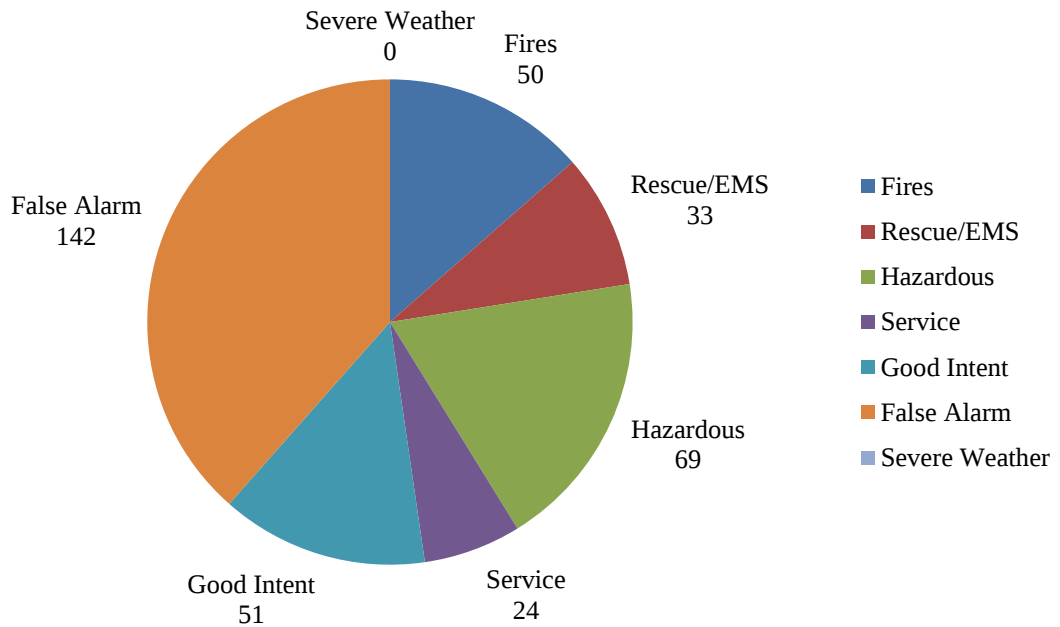
Community Demographics

Robbinsdale, Minnesota is a city of approximately 14,000 people located next to the northwest corner of Minneapolis. Set among lakes and acres of parkland, Robbinsdale offers a vibrant, suburban community setting with a small town atmosphere. While fully developed since the late 1970's, the City continues to reinvent and reinvest in itself via development of retail, restaurant and housing opportunities.

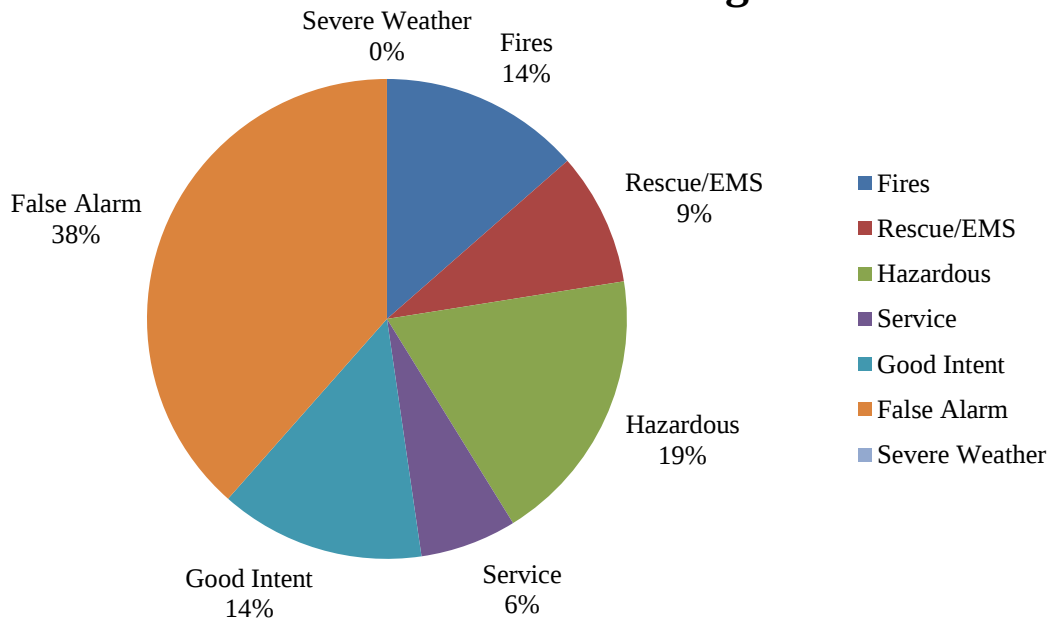
2019 At A Glance

- The Fire Department budget was \$680,500 or 6.4 percent of the overall city budget.
- The department utilized 30 paid on-call members that responded to 369 calls for service. This represents a half (.5%) percent increase for calls for service from 2018.
- Collectively, our firefighters dedicated 2,994 hours to departmental training.
- Cumulatively, there were 305 years of firefighting experience on the fire department in 2019.
- Years of experience average is 10
- Range of experience: 1 to 31 years
- The fire department remains at an ISO rating of 3.

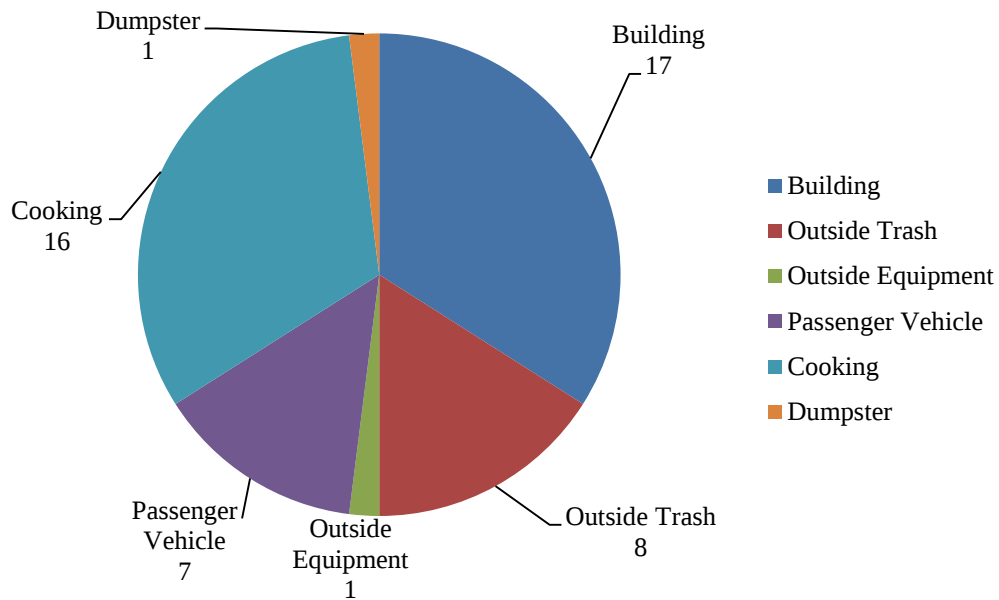
2019 Total Calls For Service



2019 Incidents-Percentage

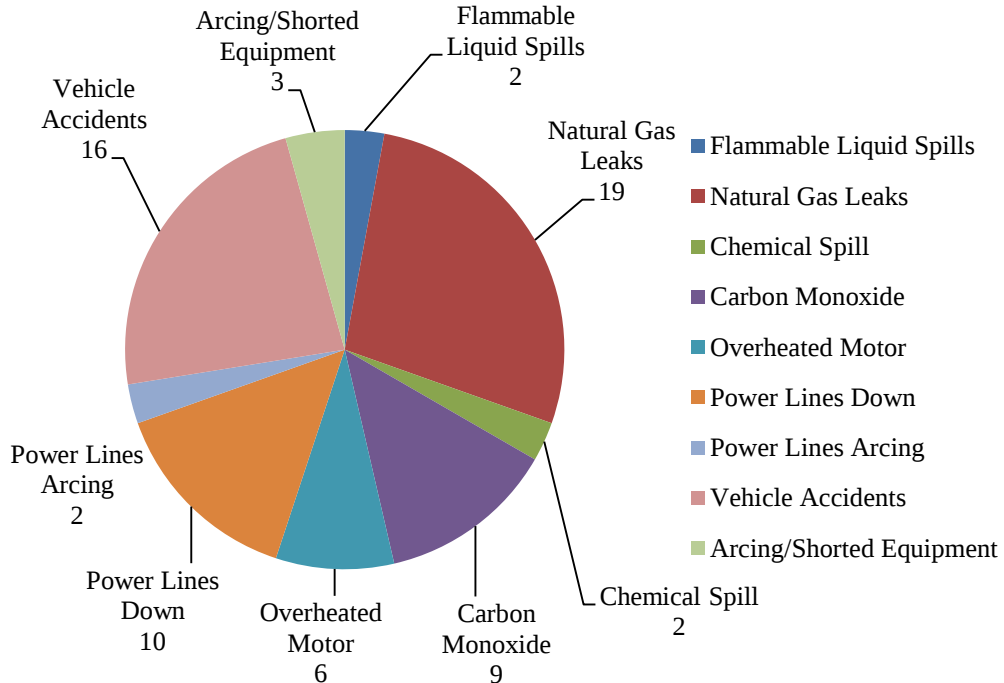


2019 Fire Related Call Breakdown



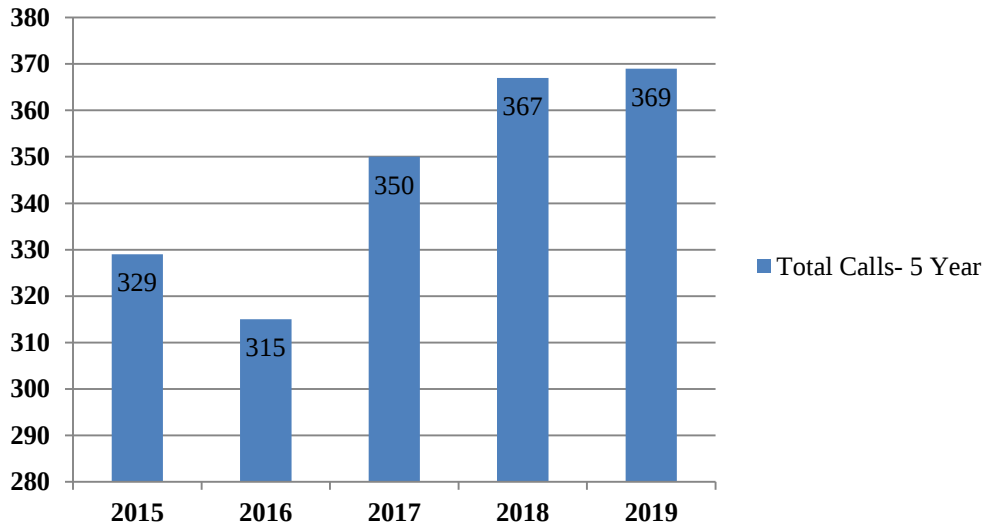
2019 revealed a decrease in overall Fire events by one (1) call or 2 percent. Fire Events coded Building decreased by nine (9) calls or 34.6 percent. This year we had no civilian fire related deaths.

2019 Hazardous Conditions



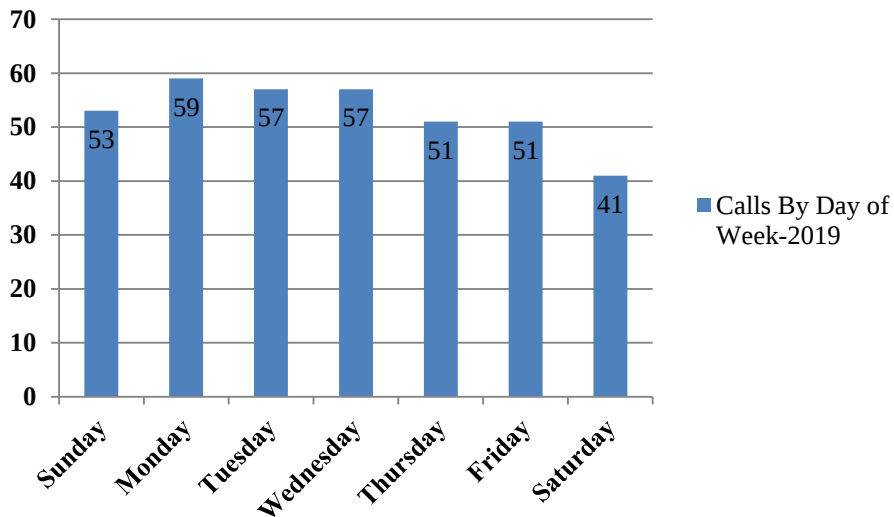
2019 revealed an increase in vehicle accidents by five (5) calls or 45.5 percent. Natural Gas Leaks and Carbon Monoxide calls remained fairly flat.

Total Calls- 5 Year



2019 revealed an increase in Total Calls to 369 events. This represents an increase in service level requests by two (2) calls or about a half (.5) percent.

Calls By Day of Week-2019



Looking at Calls By Day of Week reveals that Monday was the busiest day for service.

Training Division

Training:

A total of 31 Monday night drills, equaling 62 hours per firefighter, were scheduled and held in 2019. In addition to our Monday night drills, the department collectively took over 270 hours of continuing education throughout the year.

In House Certification:

The apparatus driving and pumping process is still an integral part of our training program. The three year rotating schedule requires all members to renew their skills with designated trainers and testers. The goal of this program is to create a minimum threshold of proficiency for all members in apparatus operation.

Additional Outside Education:

- One (1) firefighter took a Pipeline Safety class
- One (1) firefighter attended the International Association of Arson Investigation (IAAI) convention
- One (1) firefighter received state certification for Fire Apparatus Operator
- One (1) firefighter took a Mass Casualty class
- Two (2) firefighters took a Fire Officer and Leadership Development class
- Two (2) firefighters took an Advanced Fire Investigation class
- Three (3) firefighters received state certification for Fire Instructor I
- Three (3) firefighters received state certification for Fire Officer I
- Three (3) firefighters attended the Fire Department Instructors Conference
- Three (3) firefighters attended the NFIRS Firehouse Conference

Probationary Firefighter Training:

The department hired two (2) new firefighters in 2019. Both Firefighters received their Firefighter I, II, Hazmat Ops state certifications along with their state certifications for Emergency Medical Responder (EMR). Each new firefighter spent over 300 hours in their first year of training to complete the first year requirements.



Fire Marshal Division

Fire Marshal Greg Bodin is involved in all construction projects located within the city and routinely provides plan reviews, on-site construction inspections, fire alarm and sprinkler testing.

Inspectors Chris Russell, Matt Olson and Brian Nygard are continually working on updating the apartment complex pre-plans along with inspecting service stations, second hand goods stores, gaming licenses and existing buildings.

Larger Construction Projects Undertaken in 2019:

Birdtown Flats – Two-thirds completion of the building

Travail Restaurant – New Construction

Pig Ate My Pizza – Construction/Remodel

Marnas Café – Construction/Remodel

North Memorial Medical Center - Remodeled floors, offices, surgery and radiological suites

Public Safety Education Highlights:

Fire Prevention Month (October 2019) included visits to two elementary schools, Lakeview Elementary and Sacred Heart Elementary as well as three preschools (Sacred Heart, Redeemer and Children of Peace). The Fire department's safety message was delivered to approximately 400 students.

Further educational presentations were delivered to both the Boy Scouts and Girls Scouts of Robbinsdale as well as several birthday party tours at the station throughout the year.

Fire Safety presentations were also conducted with some of our senior citizens at Lee Square Cooperative and Broadway Court.







City of Robbinsdale

TO: Mayor and City Council
 FROM: Marcia Glick, City Manager
 DATE: May 19, 2020
 RE: Revocation of Domestic Animal Permit – Four (4) Hen Chickens at 3916 Vera Cruz

Background

The property of 3916 Vera Cruz Avenue North was approved for an annual Domestic Animal Permit for four (4) hen chickens at the March 5, 2019 City Council meeting. Prior to the permit being issued, the property had been cited for the keeping of chickens without a permit. The permit was renewed for the 2020 calendar year on December 17, 2019. Domestic animal permits expire on December 31st of each year.

On April 30th, in response to multiple complaints received, Community Service Officer (CSO) Anderson visited the property and found six hen chickens and one rooster living within the chicken coop. This is in violation of the permit issued for four (4) hen chickens and renewed on December 17, 2019. The CSO noted that the area was a relatively clean, fenced in yard with minimal animal droppings and a satisfactory chicken coop. The property owner had objected to the inspection after its completion.

A letter was sent to the permit holder stating the findings and scheduling of the permit revocation hearing for the May 19th City Council meeting. The permit holder has been given the opportunity to come into compliance before the May 19th meeting, however this does not guarantee the ability to keep the original permit.

Analysis/Conclusion

- City Code section 915.37, Subdivision 2 indicates that the application must contain the number, species and sex of the animals.
- Keeping or maintaining a rooster (male chicken) without a permit is a violation of City Code Section 915.37, Subdivision 1.
- The application submitted by the permit holder was for 4 female (hen) chickens and the discussion at the city council meeting in 2019 was for 4 hen chickens.
- The city council approved the 2019 permit for 4 hen chickens with conditions. The conditions continue with the license renewal unless there is a different application with a different indication of number, species and sex. The 2020 permit renewal application did not indicate any changes. If there were a change desired, there would be a new hearing prior to consideration for approval.
- City staff is responsible for inspecting to see if the permit conditions set by the city council are being followed. City Code section 915.37, Subdivision 4 indicates that the city council may revoke a permit prior to the expiration if the council finds the terms or conditions of the permit have been violated. Revocation of any permit includes the opportunity for the permit holder to be heard prior to council action. The city council has the ability to consider a range of options.

Attachments

- Attachment 1: Original Application for 4 Hen Chickens dated 11/26/18.
- Attachment 2: Staff report from 3/5/2019 City Council Meeting
- Attachment 3: Minutes from 3/5/2019 City Council Meeting
- Attachment 4: Renewal Application period approved 12/17/19 starting 1/1/20.
- Attachment 5: Letter to Ms. Winkles from Kate Croteau, City Clerk dated 5/4/20
- Attachment 6: Email response from Ms. Winkles to City Council and staff dated 5/5/20
- Attachment 7: Email response from Marcia Glick to Ms. Winkles dated 5/5/20
- Attachment 8: Email correspondence between Ms. Winkles and Marcia Glick dated 5/11/20

Recommendation

1. Consider the facts of the matter and any information from the permit holder.
2. Make a decision by motion regarding appropriate action on the permit.



Marcia Glick, City Manager

CONCURRENCE:



John Tingley, City Clerk

DOMESTIC ANIMALS
Office of the City Clerk
City of Robbinsdale
915.37

NEW

Attachment 1
\$100

PERMIT APPLICATION
Annual Application Fee \$25
+ \$1.00 per address mailing to 200 feet
Initial Investigation Fee \$50

pd
\$70-

25 = \$25

owe pd
4.30

I, Clare Winkels, hereby make application for a permit to keep certain domesticated animals, subject to provisions of City Ordinances. I have received a copy of City Ordinance, Section 915 and submit the following information as required by such ordinance and by the City Council. I do hereby swear that the several answers and statements, and any attached information set forth by me in this application are true.

The City Ordinance requires that the data requested in this application must be submitted in order for the City to determine your eligibility for the license. Refusal to provide the data may result in an automatic denial of the requested license. The data provided shall be classified in accordance with the Minnesota Government Data Practices Act. The City Staff shall investigate the data provided. A recommendation for approval or denial, based upon the applicant's eligibility is determined by the provisions of the licensing ordinance and other applicable laws shall be forwarded to the City Council for final determination. Access to the data provided shall be by officials and employees of the City engaged in administering or monitoring the provisions of the licensing ordinance; and also as allowed for by the Minnesota Government Data Practices Act.

PLEASE PRINT OR TYPE

(Provide in full the first, middle and last names where requested)

Applicant Name <u>Clare Adelle Winkels</u>			Address <u>3916 VeraCruz Ave N.</u>	
City <u>Robbinsdale</u>	State <u>MN</u>	Zip <u>55422</u>	Phone No. <u></u>	Phone No. <u></u>
Driver's License No./State Issued <u></u>		Date of Birth <u></u>	Email <u></u>	

- 1) Address and phone number of property where animal(s) is/are to be kept (if different from above): NA
- 2) Species: chickens Sex: F Number of Animals: 4
- 3) Purpose for keeping of such animal(s): They are pets.
- 4) Give a detailed statement on applicant's training in care and handling of such animal.
I have had chickens for years. I know how to properly feed, water, house, and care for them.
- 5) Describe the conditions provided (i.e. cage, pen, etc.) for the care and confinement of such animal(s).
There is an 8x8 shed, inside a fenced yard. Additionally, there is a run for them.
- 6) Please attach a diagram showing the location of the confinement of your premises and the square footage of the confinement area. If the confinement is located outdoors, show also the distance from neighboring properties.
- 7) Describe the materials used to construct the animal confinement.
wood, metal screws, chicken wire

ROBBINSDALE
PAID/RECEIVED

NOV 26 2018

8) Describe any property damage or physical injury caused by such animal(s) in the past.

None. They are lovely.


Signature of Applicant

Date: 11/26/2018

Submit the application and the required fee(s) to the City Clerk's Office, 4100 Lakeview Ave., Robbinsdale, MN 55422. Questions can be directed to the City Clerk's office at (763) 531-1255.

DEPARTMENT REVIEW (Initial approval or denial. Give reason for denial on separate memorandum, if necessary.)

	<u>APPROVE</u>	<u>CONDITIONS?</u>	<u>DENY/MEMO ATTACHED</u>
☒ Building Official	☒	☐	☐
☒ Code Enforcement	☒	☐	☐
☒ City Planner	☒	☒	☐
☒ Chief of Police	☒	☐	☐

Council Hearing Date: 1-8-19

Date notices mailed to affected property owners: _____ (attach map of residences notified)

Council Action: Approved _____ Denied _____

Approval conditions or reasons for denial: _____

The City of Robbinsdale distributes general city information and notices through an electronic notification system. As an applicant for a new business license, or renewal of an existing business license, you can sign up to receive notices through the city's electronic notification system on the city's website at www.robbsinsdalemn.com/enews. This would include receiving notifications of any proposed ordinances at least ten days before the City Council of Robbinsdale conducts a final vote on the proposed ordinance.

TO: Mayor and City Council
 FROM: Marcia Glick, City Manager
 DATE: March 5, 2019
 RE: Continued Public Hearing Permit for Chickens – 3916 Vera Cruz Avenue North

Background

Claire Winkels, 3916 Vera Cruz Avenue North, submitted a domestic animals application requesting approval of a permit for four (4) chickens. This matter first appeared in front of the City Council on January 8, 2019 as a public hearing. At that time, multiple questions were posed by both neighbors and council members. The applicant was unavailable to attend the January 8th meeting and after confirming that the applicant would be available, the hearing was rescheduled to the February 19th meeting and notices were sent. Staff emailed reminders to the applicant prior to the meeting. The applicant was not present at the meeting. The City Council expressed frustration and requested that code enforcement action be taken by issuing a citation for the keeping of chickens without a permit. After much discussion, the Council decided to give the applicant a final opportunity to be present at a continued public hearing on March 5, 2019 to answer outstanding questions prior to making a decision on the permit request.

As was noted in the original memo, City Code requires that a person keeping or maintaining more than two chickens must obtain a permit. The applicant's purpose for the keeping of chickens is as pets. The applicant states on the application that she has had chickens in the past, and knows how to properly feed, water, house and care for them. The chickens are housed in an 8' x 8' shed with a 4' run. The yard is fenced in. Animal feces are prohibited from Robbinsdale yard compost sites as well as yard waste collected by Waste Management.

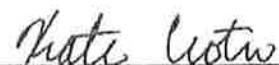
Analysis/Conclusion

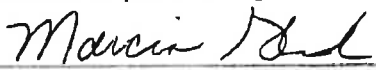
The Police Chief and Building Official approve the permit. The Community Development Coordinator approves the permit with the condition that the fence and shed/coop must be two (2) feet from the alley right-of-way (usually 3 feet from alley pavement). The Housing and Code Inspector approves with conditions that the screening withstand predators and snow pushing against it, and ensure proper collection and disposal of feces/litter material. In addition, the applicant will need to ensure proper storage of food and prevent pest invasion of food spillage, allow adequate roosting space for the chickens, ensure a proper supply of water, and ensure a maintenance plan exists to keep the coop in good condition to prevent neighbor complaints of neglect.

Following direction from the City Council, a representative of the City confirmed the presence of the chickens and issued a citation for keeping chickens without a permit. The applicant will need to pay the fines associated with this citation and other fees before a permit will be issued.

Recommendation

1. Conduct the hearing and take public comment.
2. After hearing any public comments, consider approval of the permit request for four (4) hen chickens at 3916 Vera Cruz Avenue North subject to the following conditions:
 - a. that permits be obtained, if necessary, at any time during the tenure of each annual permit;
 - b. that the shed/coop must be at least two (2) feet from the alley right-of-way (usually 3 feet from alley pavement);
 - c. that the screening withstand predators and snow pushing against it;
 - d. that there is proper collection and disposal of all animal feces/litter material;
 - e. that permit holder ensures proper storage of food and prevents pest invasion of food spillage;
 - f. that there is adequate roosting space for the chickens;
 - g. that there is a proper supply of water; and
 - h. that a maintenance plan exists to keep the coop in good condition to prevent neighbor complaints of neglect.


 Kate Croteau, City Clerk


 Marcia Glick, City Manager

garages and parking

alley



- P. Motion to authorize the City Manager and Finance Director to issue a Purchase Order to MacQueen Equipment of Saint Paul, Minnesota for the purchase of a new Elgin Pelican Street Sweeper with dual brooms for the net amount of \$170,568 + taxes

PRESENTATION – None.

PUBLIC HEARING A – CHICKENS PERMIT – 3916 VERA CRUZ AVENUE NORTH

8. Croteau presented staff report.
9. Mayor Murphy opened the public hearing.
10. Claire Winkels– 3916 Vera Cruz Avenue North – Applicant – Apologized to the Council for missing the prior meetings. She reviewed the minutes from the first public hearing and clarified her understanding of the complaints from neighbors.
11. Daniel Lynch – 3916 Vera Cruz Avenue North – Said that he has lived in the house for 10+ years and has never had a complaint.
12. Member Blonigan reviewed the conditions with the applicants.
13. Winkels shared that she had previously had a chicken permit with the City of Minneapolis for 2 years, before moving to Robbinsdale, without receiving any complaints.
14. Mayor Murphy asked for information about a confrontation with a neighbor about this issue.
15. Lynch explained the situation.
16. Member Backen **MOVED**, seconded by Member Selman to close the public hearing. **The vote was unanimous and the motion carried.**
17. Member Backen **MOVED**, seconded by Member Blonigan to issue a permit for the (4) chickens with the conditions listed.
18. Member Selman told the applicants that at the last meeting he had planned to vote against giving the permit due to neighbor complaints and their absence from another public hearing. He is happy they came and shared their side of the story. **The vote was unanimous and the motion carried.**

PUBLIC HEARING B – IMPROVEMENT HEARING FOR THE RECONSTRUCTION OF THE ALLEY BETWEEN BEARD AVENUE AND SHORELINE DRIVE FROM 40TH AVENUE TO 41ST AVENUE

19. McCoy presented staff report and provided clarification on the next steps.
20. Mayor Murphy opened the public hearing.
21. Karen Thereau – 4034 Shoreline Drive – Commented on the corner house policy and would like the policy to remain the same; everyone paying the same amount.
22. Debra Trom – 4073 Beard Avenue North – Her home is on a corner lot and she understands that everyone needs the alley in some way and would be happy with whatever the Council decides.
23. Claire Shaw – 4055 Beard Avenue North – Requested further information on the City absorbing 10% of the cost and hopes that the Council moves forward with that.

RENEWAL LICENSE APPLICATION

Attachment 4

CITY OF ROBBINSDALE
4100 Lakeview Avenue North
Robbinsdale, Minnesota 55422
(763) 531-1255

Business Name/Address

DANIEL LYNCH
3916 VERA CRUZ AVE N
ROBBINSDALE, MN 55422

License No. AD2019002

Annual Renewal Fee \$ 25.00

Investigation Fee \$ 50.00

Total Fee Due \$ 75.00

Telephone:

License Period: 01/01/2020 to 12/31/2020

DANIEL LYNCH

hereby makes application for the following license:

License Type: Animals - Domestic

Comments: As needed, permits must be obtained. Shed/coop must be at least 2 feet from alley right-of-way. Screening must withstand predators and snow pushing against it. Proper collection and disposal of all animal feces/litter material. Proper storage of food and prevention of pest invasion of food spillage. Adequate roosting space for chickens. Proper supply of water. Maintenance plan to keep the coop in good condition to prevent neighbor complaints of neglect. Claire Winkels is the permit holder.

subject to all conditions and provisions of said City Ordinances, State Statutes and all other applicable rules and regulations.

Required documents must be completed in full and returned to the City before application will be considered.



Signature of Applicant



City of Robbinsdale

May 4, 2020

Claire Winkles
3916 Vera Cruz Ave. N
Robbinsdale, MN 55422

RE: Consideration of Revocation of Domestic Animals License Number AD2019002

Ms. Winkles,

I am writing to inform you that the City Council will be considering revocation of your domestic animals license number AD2019002 at the May 19, 2020 City Council Meeting which will be held virtually at 7:00 p.m. The City Council had approved your license in 2019 with several conditions including that it was limited to four (4) hen chickens. Any change to that limit would have required additional City Council action. The consideration of revocation of your license follows documentation by our staff that you violated the terms of your domestic animals license by possessing more than four (4) hen chickens and a rooster.

Among the considerations the City Council will assess in deciding whether to revoke your license would be your action to be in compliance (no more than four hen chickens) by the time of the discussion on May 19, 2020. To participate in the hearing, you will need to join the virtual meeting by calling 1-312-535-8110 and entering access code 805 826 817. If prompted, you will want to hit #.

If you have any questions regarding the conditions of your license or the city council consideration of revocation of your license, please contact City Clerk, Kate Croteau via email at kcroteau@ci.robbinsdale.mn.us or via phone at 763-531-1252.

Sincerely,

Kate Croteau
City Clerk
City of Robbinsdale

cc: Daniel Lynch

Marcia Glick

From: Winkels ✓
Sent: Tuesday, May 5, 2020 5:39 PM
To: kcroteu@ci.robbinsdale.mn.us; Regan Murphy; William A. Blonigan; George B. Selman; Dan P. Rogan; Marcia Glick; Pat Connolly
Subject: Permit and Harassment
Attachments: IMG-8427.jpg

EXTERNAL EMAIL ALERT: This message originated from outside the City of Robbinsdale email system. Unless you recognize the sender and know the content, **DO NOT** click links or open attachments.



Good evening,

I just read your letter, and have some serious concerns with it.

First of all, there is NO WRITTEN STATEMENT on our permit-which I am including, that states only four chickens. In fact, the Robbinsdale City Code 915.37 only says a permit is required for more than two. It is unlawful to keep or maintain more than two chickens, ducks, geese, turkeys, pigeons, rabbits, chinchillas, minks, ferrets, nutrias, or guinea pigs without first having obtained a permit therefor. (Amended, Ord. Nos. 07-17; 08-06; 15-11).

Second, the police were called on our hens by our neighbor, Jenna Norton, who has made many nuisance calls to the police regarding things she could have simply spoken to us about. In fact, her behavior was so unpredictable and aggressive and scary last summer, I went and spoke with Officer Woodhall about options I could use to protect myself and my family in the future. She is using the police, City Council, and code enforcement workers to harass our family, and you are enabling her.

Third, the police officer, Leo Anderson, who responded to this **emergency chicken call**, took the opportunity to enter our property after speaking with our 14-year-old, who absolutely should not have been put in that situation by the officer. The officer received permission from a 14-year-old child, came onto our property, and took photographs of our possessions. Is that REALLY how Robbinsdale police officers spend their time: tricking kids and participating in neighborhood bullying and harassment?

Finally, one of my hens, Baby Girl, is in the process of dying (old age). She has been our pet since she was about four months old, and although it's probably silly to you, it is a really tough time for all of us. These are our pets, and threatening to take them away based on silliness is added stress and sadness in this already sad and stressful time. You can feel free to revoke my permit, but you would be revoking beloved pets, and frankly, I am disappointed, surprised, and sad to have received a threatening letter from the Robbinsdale City Council. If a code enforcer or police officer would like to interact with an adult, being that I am a special education teacher, I am home all day, every day lately. Please contact me to schedule a time to come inspect our codes.

Thank for your time,
 Claire

Marcia Glick

From: Marcia Glick
Sent: Tuesday, May 5, 2020 6:45 PM
To: Winkels
Subject: RE: Permit and Harassment
Attachments: original permit chickens 3916 vc.pdf

This is the staff report and city council minutes related to your permit.

From: Marcia Glick <mglick@CI.ROBBINSDALE.MN.US>
Sent: Tuesday, May 5, 2020 6:43 PM
To: Winkels
Subject: Re: Permit and Harassment

Claire,

I am sorry to hear that baby girl is not doing well. I know that you are fond of your chickens and as I relistened to the public hearing from 2019 when you were granted a permit for 4 hen chickens, I heard you recite their names and know what they mean to you.

Yes, the City Council holds a public hearing before granting a permit to everyone who wishes to have more than 2 chickens. These approvals always include number of conditions including the number of chickens being approved. Any increase in the number would require a new public hearing for a change in conditions.

You were given a copy of the report and there were mentions at the meeting that the request was for 4 chickens. It is not a permit for any number of chickens more than 2 and it is not a permit for a rooster. There was an oversight by my staff to not include the number of chickens on the license form. That does not mean that you were not aware that the application you submitted, the report that was sent to you, and the discussion at the hearing which was a specific approval for 4 chickens. This is also listed on the agenda for the meeting.

You can watch the March 5 meeting on the video archives at this link.

https://nwscce-robbinsdale.granicus.com/MediaPlayer.php?view_id=4&clip_id=683

On May 5, 2020, at 5:39 PM, Winkels

re:

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Good evening,

I just read your letter, and have some serious concerns with it.

From: Winkels
Sent: Monday, May 11, 2020 2:06 PM
To: Marcia Glick <mglick@CI.ROBBINSDALE.MN.US>
Subject: Permit and Harrassment

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Good afternoon, Marcia.

I have been thinking very much about your email, your statements, and the issues of chicken keeping that I have faced in your city.

I have gone over all of the permit information, the city ordinances, the permits themselves, etc., and I don't know if you were intentionally throwing Kate under the bus when you said that not naming a specific amount of chickens was the oversight of one of your staff people, but it was not. There is no listed limit of chickens in any of the ordinance information I have found, nor I could find an ordinance that stated if I wanted to change my flock, I needed your permission...so either you were mistaken, you are a mean boss, or you were being deceptive. Of course, if I missed something, and flock size is stated in ordinance or permit information, accept my apologies. :)

I would like to schedule a phone call with you to discuss these and other issues.
Please let me know a time that I can expect a call from you.

Thank you,

Claire Winkels

3916 Vera Cruz Ave N

On Mon, May 11, 2020 at 4:10 PM Marcia Glick <mglick@ci.robbinsdale.mn.us> wrote:

Claire,

Not throwing Kate or anyone else under the bus. Kate's memo (attached) specifically lists that the permit is for 4 chickens and the City Council discussion was specific to 4 chickens. The city council approval included all of the conditions outlined in the staff report. Your application (attached) was for 4 chickens.

Some of those conditions were noted on your license form but it did not include the City Council imposed limit on the number of chickens that were approved. The form should also indicate that the license is for hen chickens, not a broad variety of any type of domestic animal. This may have led to misunderstanding on your part.

Did you review this original city council memo and minutes that I emailed to you? Did you have a chance to watch the video from the council meeting that I sent in the previous email? You can watch the March 5, 2019 meeting on the video archives at this link.

https://nwsccec-robbsinsdale.granicus.com/MediaPlayer.php?view_id=4&clip_id=683

Tuesday I'm available for a phone discussion between 8:30 and 11 or between 2 and 4. Wednesday is a fully booked day. Thursday I've got the morning 8:30-noon open.

Marcia

From: Winkels
Sent: Monday, May 11, 2020 4:51 PM
To: Marcia Glick <mglick@CI.ROBBINSDALE.MN.US>
Subject: Re: Permit and Harrassment

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Where does it say that if I wanted to get another chicken, I needed your permission?
And it certainly appeared that you were throwing Kate under the bus.

From: Marcia Glick
Sent: Monday, May 11, 2020 5:26 PM
To: 'Winkels'
Subject: RE: Permit and Harrassment

It is the City Council that sets the number of chickens, not the staff. The number of chickens considered is based on the application form. The license or permit form should include all of the requirements to avoid any confusion by the permit holder.

- City Code section 915.³~~27~~, subd. 2 indicates that the application must contain the number, species and sex of the animals. Your application was for 4 female chickens; the memo was for 4 hen chickens; and the discussion at the city council meeting in 2019 was 4 hen chickens.
- The City Council approved the 2019 permit for 4 hen chickens with conditions. The conditions continue with the license renewal unless there is a different application with a different indication of number, species and sex. If there were a change desired, there would be a new hearing prior to consideration of approval.
- City Staff is responsible for inspecting to see if the permit conditions set by the city council are being followed.
- City Code section 915.³~~27~~, subd. 4 indicates that the city council may revoke a permit prior to the expiration if the council finds the terms or conditions of the permit have been violated...
- Revocation of any permit includes the opportunity for the permit holder to be heard prior to council action. The hearing will be at the City Council meeting on May 19th; the city council has the ability to consider a range of options. If you would like a request to keep your chickens to be part of that hearing, that can be added to the memo.

The City Council meeting will be on-line with a log-in. The memo written for the council meeting will be sent to you along with instructions on how to log into the meeting.

If you would like to talk on the phone, I'm available Tuesday between 8:30 and 11 or between 2 and 4. Wednesday is a fully booked day. Thursday I've got the morning 8:30-noon open.

If you would like to include a request to the city council to be considered at the meeting, please send that to me in an email or drop off a letter at the City Hall drop-box by the big spruce tree.

From: Winkels
Sent: Monday, May 11, 2020 4:51 PM
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I would like to schedule a phone call with you to discuss these and other issues.
Please let me know a time that I can expect a call from you.

Thank you,

Claire Winkels

3916 Vera Cruz Ave N



City of Robbinsdale

MEMORANDUM

TO: City Council
FROM: Marcia Glick, City Manager
DATE: May 19, 2020
RE: Voucher Requests Pending Approval for Disbursement

The check register dated May 19, 2020 reflects the voucher requests pending approval for disbursement.

The check register dated May 6, 2020 through May 19, 2020 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 19, 2020.

Marcia E. Glick

Marcia Glick, City Manager

CONCURRENCE:

Jeff Zuba, Finance Director

Note: Payment amount may not reflect the actual amount due to data sequencing and/or data selection.

Council Check Summary

5/6/2020 - 5/19/2020

Company	Amount
01000 General Fund	25,224.68
05010 Park Capital Improvements	4,036.05
05470 Nuisance Abatelements	878.05
06000 Water	129,201.43
06100 Sanitary Sewer	11,662.05
06200 Storm Sewer	6,897.02
06300 Solid Waste	324.19
06400 Liquor Operations	37,321.97
07000 Central Garage	24,662.55
07100 Central Services	2,015.94
07200 Equipment Replacement	681.02
07300 Insurance Risk	48,047.84
07400 Benefit Accrual	140,642.49
Report Totals	431,595.28

5/6/2020 - 5/19/2020															
Check #	Date	Amount	Supplier / Explanation	PO#	Doc No	Inv No	BU	Obj	Sub	Subldger	Account Description	BU Description	Co	Dept	Div
202093	5/7/2020	138.00	119006 56 BREWING LLC		153176	5609773	6400	1420			Beer Inventory	Liquor Operation Balance		06400	120
		138.00													
202094	5/7/2020	901.08	108769 AFSOME MINNESOTA COUNCIL 5		151002	0212202016183915	7400	2152			Union Dues	Benefit Accrual Balance S		07400	120
		862.46			153168	05062016214415	7400	2152			Union Dues	Benefit Accrual Balance S		07400	120
		1,763.54													
202095	5/7/2020	111.59	112948 BERRY COFFEE COMPANY		153177	746719	7005	6214			Operating Supplies	CG Building Operations		07000	150
		111.59	COFFEE/CREAMER												
202096	5/7/2020	211.71	116322 BREAKTHRU BEVERAGE MINNESOTA BEER		153178	1081123366	6400	1410			Liquor Inventory	Liquor Operation Balance		06400	120
		1.45	FREIGHT CHARGES		153179	1081123366	6405	6378			Postage & Shipping	Liquor Operations		06400	120
		449.20	WINE INVENTORY		153180	1081123367	6400	1415			Wine Inventory	Liquor Operation Balance		06400	120
		5.80	FREIGHT CHARGES		153181	1081123367	6405	6378			Postage & Shipping	Liquor Operations		06400	120
		1,530.75	BEER INVENTORY		153182	1091132075	6400	1420			Beer Inventory	Liquor Operation Balance		06400	120
		118.25-	BEER INVENTORY - CREDIT		153183	1091132075	6400	1420			Beer Inventory	Liquor Operation Balance		06400	120
		.01	WINE INVENTORY		153184	1091132075	6400	1415			Wine Inventory	Liquor Operation Balance		06400	120
		2,080.67													
202097	5/7/2020	145.05	100388 BROADWAY RENTAL		153185	1265943	7115	6338			Rentals/Leases	CS Government Buildings		07100	145
		145.05	AERATOR RENTAL												
202098	5/7/2020	590.46	120164 CASSIRER,CHRISTOPHER		149137	20191217	6000	2050			Utility Refunds	Water Balance Sheet		06000	120
		590.46	RFUND OVRPYMNT FINAL-3959 W BR												
202099	5/7/2020	681.02	114808 CDW GOVERNMENT		153234	XND0674	7205	6950			Machinery & Equipment	Equipment Replacement Oper		07200	120
		242.88	VGA ADAPTERS		153235	XNT5311	7110	6234			Equipment Parts & Supplies	CS Information Technology		07100	120
		923.90													
202100	5/7/2020	57.33	113413 CENTURYLINK		153186	20200422	7105	6372			Telephone Lines	CS General Office		07100	110
		57.33	763-533-1719 POLICE												
202101	5/7/2020	31.57	118120 CINTAS CORP		153187	4048097372	7005	6344			Cleaning Services	CG Building Operations		07000	150
		31.57	UNIFORMS												
202102	5/7/2020	150.00	100643 CLAREY'S SAFETY EQUIPMENT INC		153233	187864	1260	6332			Maintenance Contracts	Fire Prevention / Suppres		01000	135
		150.00	GAS MONITOR CALIBRATION												

Note: Payment amount may not reflect the actual amount due to data sequencing and/or data selection.

Council Check Summary

5/6/2020 - 5/19/2020

Check #	Date	Amount	Supplier / Explanation	PC#	Doc No	Inv No	BU	Obj	Sub	Subledger	Account Description	BU Description	Co	Dept	Div
202103	5/7/2020		100174 CRYSTEEL TRUCK EQUIPMENT												
		233.01	AMBER LED BEACON #209		153188	FP17727		7010	6234		Equipment Parts & Supplies	CG Vehicle Maintenance		07000	150
		233.01													
202104	5/7/2020		100695 EARL F. ANDERSEN INC												
		181.70	SIGNS - NO DOGS ALLOWED		153189	0122916-IN		1571	6214		Operating Supplies	Parks Ballfield Maintenan		01000	150 200
		181.70													
202105	5/7/2020		110316 FASTENAL COMPANY												
		29.28	CABLE TIES		153190	MNTCY157458		7010	6234		Equipment Parts & Supplies	CG Vehicle Maintenance		07000	150
		29.28													
202106	5/7/2020		101188 FLEXIBLE PIPE TOOL COMPANY INC												
		694.10	LABOR: PATHFINDER CABLE		153191	24775		6115	6340		Repair & Maintenance	San Sewer Maintenance		06100	150 210
		2,089.80	LABOR: INSTALL LIGHT UPGRADE K		153192	24774		6115	6340		Repair & Maintenance	San Sewer Maintenance		06100	150 210
		2,783.90													
202107	5/7/2020		106850 HOHENSTEINS, INC.												
		535.50	BEER INVENTORY		153193	199815		6400	1420		Beer Inventory	Liquor Operation Balance		06400	120
		33.75	MISCELLANEOUS INVENTORY		153194	199815		6400	1425		Miscellaneous Inventory	Liquor Operation Balance		06400	120
		569.25													
202108	5/7/2020		100673 INT'L SECURITY PRODUCTS												
		14.17	HOG RING STEEL		153195	3055000		1571	6214		Operating Supplies	Parks Ballfield Maintenan		01000	150 200
		14.17													
202109	5/7/2020		100016 J H LARSON COMPANY												
		25.51	MIDGET FUSES		153196	S102233956 001		6110	6234		Equipment Parts & Supplies	San Sewer Lift Station Ma		06100	150 210
		25.51													
202110	5/7/2020		109351 J.J. TAYLOR DISTRIBUTING MINNESOTA, INC.												
		3,419.04	BEER INVENTORY		153197	3085825		6400	1420		Beer Inventory	Liquor Operation Balance		06400	120
		3,419.04													
202111	5/7/2020		100071 JOHNSON BROTHERS LIQUO COMPANY												
		364.20	LIQUOR INVENTORY		153198	1541486		6400	1410		Liquor Inventory	Liquor Operation Balance		06400	120
		2.42	FREIGHT CHARGES		153199	1541486		6405	6378		Postage & Shipping	Liquor Operations		06400	120
		212.40	WINE INVENTORY		153200	1541487		6400	1415		Wine Inventory	Liquor Operation Balance		06400	120
		3.63	FREIGHT CHARGES		153201	1541487		6405	6378		Postage & Shipping	Liquor Operations		06400	120
		82.75	WINE INVENTORY		153202	1541488		6400	1415		Wine Inventory	Liquor Operation Balance		06400	120
		1.21	FREIGHT CHARGES		153203	1541488		6405	6378		Postage & Shipping	Liquor Operations		06400	120
		338.00	LIQUOR INVENTORY		153204	1543342		6400	1410		Liquor Inventory	Liquor Operation Balance		06400	120
		2.42	FREIGHT CHARGES		153205	1543342		6405	6378		Postage & Shipping	Liquor Operations		06400	120
		661.70	WINE INVENTORY		153206	1543343		6400	1415		Wine Inventory	Liquor Operation Balance		06400	120
		10.89	FREIGHT CHARGES		153207	1543343		6405	6378		Postage & Shipping	Liquor Operations		06400	120
		884.90	BEER INVENTORY		153208	3414385		6400	1420		Beer Inventory	Liquor Operation Balance		06400	120

Note: Payment amount may not reflect the actual amount due to data sequencing and/or data selection

Council Check Summary

Page - 3

[illegible]

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Council Check Summary

5/6/2020 - 5/19/2020

Check #	Date	Amount	Supplier / Explanation	PO#	Doc No	Inv No	BU	Obj	Sub	Subledger	Account Description	BU Description	Co	Dept	Div
202138	5/15/2020	79.99	113413 CENTURYLINK 763-521-4629-PARKS		153390	20200419	7115	6372			Telephone Lines	CS Government Buildings	07100	145	
202139	5/15/2020	79.99													
			119201 CITY PAGES												
202139	5/15/2020	550.00	LIQ STORE AD MARCH 2020		153391	1000361368 4212020	6405	6382			Advertising / Promotions	Liquor Operations	06400	120	
		550.00													
202140	5/15/2020	86.55	113216 COMCAST DIGITAL CONVERTER BOXES PD & F		153392	20200427	7115	6336			Other Contracts	CS Government Buildings	07100	145	
		6.33	DIGITAL CONVERTER BOXES CITY H		153393	20200427	7115	6336			Other Contracts	CS Government Buildings	07100	145	
		92.88													
202141	5/15/2020	35.62	118879 CULLIGAN BOTTLED WATER OPERATING SUPPLIES		153394	114X75540803	6405	6214			Operating Supplies	Liquor Operations	06400	120	
		35.62													
202142	5/15/2020	2,159.00	118161 ESO SOLUTIONS, INC FH CLOUD ANNUAL FEE		153395	ESO-30522	1260	6332			Maintenance Contracts	Fire Prevention / Suppres	01000	135	
		2,159.00													
202143	5/15/2020	276.87	100311 FAST TRACK PRODUCTS INC UNIFORMS - NAUER		153396	25381	1500	6216			Clothing & Personal Equipmen	Parks Administration	01000	150	200
		276.87													
202144	5/15/2020	993.81	112235 FERGUSON WATERWORKS #2516 PACER TOP EXT KIT		153397	0453056	6010	6234			Equipment Parts & Supplies	Water Utility Distributio	06000	150	210
		993.81													
202145	5/15/2020	181.83	117290 GALLS, LLC DBA UNIFORMS UNLIMITED NEW HIRE DOWD SIVIGNY		153398	015518242	1205	6216			Clothing & Personal Equipmen	Patrol Services	01000	130	
		99.98	SHIRTS CRACKNELL		153399	015527788	1205	6216			Clothing & Personal Equipmen	Patrol Services	01000	130	
		52.48	SHIRT DECKER		153400	015527786	1205	6216			Clothing & Personal Equipmen	Patrol Services	01000	130	
		10.69	REMOVE PATCH LARSON		153401	015487124	1205	6216			Clothing & Personal Equipmen	Patrol Services	01000	130	
		21.38	REMOVE PATCH LARSON		153402	015487121	1205	6216			Clothing & Personal Equipmen	Patrol Services	01000	130	
		120.95	SHIRTS SOLLER		153403	015486773	1205	6216			Clothing & Personal Equipmen	Patrol Services	01000	130	
		5.38	REMOVE PATCH STAYCOFF		153404	015495855	1205	6216			Clothing & Personal Equipmen	Patrol Services	01000	130	
		34.44	REMOVE PATCH STAYCOFF		153405	015495849	1205	6216			Clothing & Personal Equipmen	Patrol Services	01000	130	
		527.13													
202146	5/15/2020	3,040.00	109351 J.J. TAYLOR DISTRIBUTING MINNESOTA, INC. BEER INVENTORY		153406	3085850	6400	1420			Beer Inventory	Liquor Operation Balance	06400	120	
		3,040.00													
202147	5/15/2020	49.65	100071 JOHNSON BROTHERS LIQUO COMPANY WINE INVENTORY		153407	1545106	6400	1415			Wine Inventory	Liquor Operation Balance	06400	120	

[illegible]

[illegible]

Note: Payment amount may not reflect the actual amount due to data sequencing and/or data selection

Council Check Summary

5/6/2020 - 5/19/2020

[illegible]

