



CITY COUNCIL MEETING
June 19, 2018
4100 Lakeview Avenue North
Robbinsdale, Minnesota
7:00 p.m.

A G E N D A

CITIZEN PARTICIPATION

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

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

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

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

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

- 1. CITY COUNCIL MEETING CALLED TO ORDER
- 2. ROLL CALL: Backen, Blonigan, Rogan, Selman, 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 JUNE 19th, 2018 MEETING AGENDA

CITY COUNCIL MEETING AGENDA

June 19th, 2018

Page 2

6. CONSENT AGENDA: Pursuant to Council rules, one motion, non-debatable, will approve the recommendation noted. Any member of the Council may ask for an item to be taken from the Consent Agenda for discussion and separate action. Such items removed from the Consent Agenda shall be considered immediately following approval of the balance of the Consent Agenda:
- A. Motion to approve and order placed on file minutes of the City Council meeting on 06/05/18 and City Council Work Session minutes on 06/05/18. 1-8
 - B. Motion to acknowledge the receipt and placing on file minutes of the following Commissions and Boards: 9
Senior Commission Minutes of May 7, 2018
 - C. Motion to approve issuance of licenses from list dated 06/19/18. 10-11
 - D. Motion to waive the reading and order the adoption of Resolution No. XXXX "A RESOLUTION AUTHORIZING DEMOLITION OF BUILDING AT 4205 WEST BROADWAY" 12-14
(Res 13)
 - E. Motion to approve the event application from the TCJHOP, 3620 43rd Avenue North, for use of approximately 1.7 miles of city streets around Crystal Lake for their 2018 Run Walk event from 8:00 a.m. to 12 noon on Saturday, September 8, 2018. 15-16
 - F. Motion to approve the new wall sign on the Ace hardware building elevation facing the alley and Bottineau Blvd. located at 4142 W Broadway. 17-18
 - G. Motion to approve the freestanding sign for Travail with the following conditions: 19-20
 - The interior illumination shall not be turned on.
 - Future signs for Pig Ate My Pizza or other restaurant uses in the space will only have direct illuminated sign in conformance with the city code
 - H. Motion to approve an off-site banner for the Robbins Gallery to be located at EMI, 4719 42nd Ave N. and that that the fees be waived. 21
 - I. Motion to approve the May 2018 Payment for city credit card charges. 21a-f
 - J. Motion to approve use of Spanjers Park for WBD softball July 7 8am to end of tournament – details in report. 21 g

CITY COUNCIL MEETING AGENDA

June 19th, 2018

Page 3

7. PUBLIC HEARING
 - A. Permit – Chickens – 3251 Indiana Avenue North 22
 1. Conduct the public hearing and take public comment.
 2. After hearing any public comments, consider the approval of the permit request with conditions.
 - B. Beer & Wine License for Marna's Café 23
 1. Conduct the public hearing and take public comment.
 2. Approve the issuance of the license to Rolando J. Diaz, dba Marna's Café, 4150 W Broadway, based upon a successful background investigation.
 - C. Birdtown Flats Apartment Development Project:
 1. Redevelopment Project 13 and Tax Increment Financing District 13. 24-38
 - Hold the public hearing and consider testimony.
 - Waive the reading and order the adoption of Resolution No. XXXX "RESOLUTION ESTABLISHING REDEVELOPMENT PROJECT NO. 13 AND ADOPTING A REDEVELOPMENT PLAN THEREFOR AND ESTABLISHING TAX INCREMENT FINANCING DISTRICT NO. 13 - BIRDTOWN FLATS THEREIN AND ADOPTING A TAX INCREMENT FINANCING PLAN THEREFOR." (Res 34)
 2. Items related to Final Plat and Site Clearance for Birdtown Flats 39-53
 - By motion, waive the required park dedication based upon the finding that park dedication is not necessary for the protection or promotion of the public health, safety and welfare pursuant to Section 500.31, Subd. 4
 - Waive the reading and adopt the resolution "Approving the Final Plat for Birdtown Flats Addition and Authorizing Its Execution By the Mayor and City Clerk" (Res 48)
 - Waive the reading and adopt the resolution "Approving Demolition of Office Building to Make Way For Construction of Birdtown Flats Apartments." (Res 52)
8. OLD BUSINESS
 - A. Second Reading Ordinance 18-04 – "AN ORDINANCE AMENDING CITY CODE SECTION 1200 TO DEFINE BREW PUB AND OFF-SALE HOURS; SECTION 1205 TO ADD BREW PUB ON AND OFF SALE LICENSE; AND SECTION 1210 ON-SALE WINE LICENSE TO ALLOW AN ON-SALE WINE LICENSE FOR A BREW PUB WITH RESTAURANT 54 -60 (Ord 58)

CITY COUNCIL MEETING AGENDA

June 19th, 2018

Page 4

FACILITIES.

9. NEW BUSINESS

- A. Special Event Request – Wicked Wort – July 13 5pm-10:30pm 61
 - Discuss event application
- B. City of Robbinsdale Comprehensive Annual Financial Report for 2017 62-73
 - Approve a motion to acknowledge the receipt of the City's Audited Comprehensive Annual Financial Report for the year ended December 31, 2017, Auditors Management Report, and Special Purpose Audit Reports as submitted by Malloy, Montague, Karnowski, Radosevich & Co., P.A. and direct staff to distribute the report to other agencies as required.
- C. City's Award for Financial Reporting 74
 - Certificate of Achievement for Excellence in Financial Reporting presented by, Larry Jacobson.
- D. First Reading – “AN ORDINANCE AMENDING CITY CODE SECTION 320 REGARDING COMPOSITION OF THE SENIOR COMMISSION” 75-76 (Ord 76)
- E. Redevelopment Agreement Including Business Subsidy – Pro Meals 4131-35 W Broadway 77-80 (Res 79)
 - By motion, waive the reading and order the adoption of the resolution No. XXXX, “A RESOLUTION APPROVING A CONTRACT FOR PRIVATE REDEVELOPMENT BY AND BETWEEN THE ROBBINSDALE ECONOMIC DEVELOPMENT AUTHORITY AND PROMEALS, LLC, INCLUDING A BUSINESS SUBSIDY AGREEMENT”

10. OTHER BUSINESS

- A. Voucher Request Pending Approval for Disbursement 81
 - Motion to approve disbursement requests for period ending 06/19/18.

11. ADMINISTRATIVE REPORTS

12. COUNCIL GENERAL COMMUNICATIONS

13. ADJOURNMENT



Marcia Glick, City Manager

ITEMS PENDING OR UNDER STUDY FOR COUNCIL CONSIDERATION

ITEM	DEPARTMENT RESPONSIBILITY	ANTICIPATED AGENDA DATE
Public Hearing Charter Amendment 36	Administration	July 10

City of Robbinsdale
CITY COUNCIL MINUTES
June 5, 2018
Meeting No. 12

CALL TO ORDER

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

ROLL CALL

2. Present: Selman, Backen, Blonigan, Rogan, Mayor Murphy
Absent: None
Staff: Marcia Glick, City Manager;
Rick Pearson, Community Development Director
Tom Marshall, Director of Administrative Services

OPPORTUNITY FOR THE PUBLIC

3. Mayor Murphy opened the floor to anyone wishing to speak on any items not on the agenda.
4. No one came forward.

APPROVAL OF AGENDA

5. Glick reported that there were no changes to the agenda.
6. Member Rogan **MOVED**, seconded by Member Selman to approve the agenda with the additions as noted above. **The vote was unanimous and the motion carried.**

CONSENT AGENDA

7. Member Blonigan removed item H
8. Member Selman **MOVED**, seconded by Member Backen to approve the Consent Agenda items A through I with the exception of H. **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 on 05/15/18.
- B. Motion to acknowledge the receipt and placing on file minutes of the following Commissions and Boards:
 - Planning Commission Minutes of February 15, 2108
 - Senior Commission Minutes of March 5, 2018 and April 2, 2018
 - Human Rights Commission Minutes of March 14, 2018

- C. Motion to approve issuance of licenses from list dated 06/05/18.
 - D. Motion to acknowledge the Robbinsdale Wine & Spirits financial reports for the month of April 2018.
 - E. Motion to acknowledge the Deputy Registrar's financial reports for the month of April 2018.
 - F. Motion to authorize the City Manager and Finance Director to issue a Purchase Order to WatchGuard for the purchase of 8 in-squad video systems, 12 body worn cameras, and other related equipment in the amount of \$62,270.
 - G. Motion to approve the leasing banner at Robin Center to be displayed for more than 30 days, but to be removed within 10 days of the space being leased, or if it becomes damaged, worn, torn, or is no longer consistent with the requirements of Section 410 of the City Code.
 - H. [Removed]
 - I. Motion to approve block party request for 35th Avenue between France & Grimes - June 16th from 6-10 pm (Lauri McCloud)
9. Member Blonigan removed item H in order to amend the findings to provide additional clarification on the need for the height variance.
10. Member Blonigan MOVED second by Member Selman to waive the reading and order the adoption of Resolution No. 7650, A RESOLUTION APPROVING VARIANCE REQUEST V18-2 FOR 3655 NOBLE AVENUE NORTH TO PERMIT A TWO STORY ACCESSORY STRUCTURE HIGHER THAN SIXTEEN FEET AND THE PRINCIPAL STRUCTURE AND EXCEEDING 25% OF THE REAR YARD with the addition of the following findings of fact by the City Council
- a. That the variances support an accessory use which is consistent with the policies of the comprehensive plan;
 - b. That the variances support efficient expansion accessory storage space with a minimal increase in the amount of impervious surface which is consistent with policies in the comprehensive plan; and
 - c. That two of the variances are caused by the ramble style of the structure and that one of those variances, the height variance, would not be necessary if a permitted second story was added to the house on the lot;

The vote was unanimous and the motion carried.

PUBLIC HEARING: Charter Amendment No. 36

11. Marshall reviewed the staff report noting that the Charter Commission met on May 21 and recommended additional items be added to the Charter Amendment.
12. Mayor Murphy opened the public hearing for the proposed amendment to City Charter Section 4.04. No one stepped forward to comment.
13. Moved by Selman, Second by Blonigan to close the public hearing. **The vote was unanimous and the motion carried.**
14. Moved by Backen, Second by Selman to delay 1st reading of the Charter amendment to July 10th in order to include additional changes and to direct the City Clerk to publish public hearing notices for the July 10th meeting. **The vote was unanimous and the motion carried.**

PUBLIC HEARING B West Broadway Right-of-Way Vacation Adjustment to Accommodate Semaphore Structures

15. Glick reviewed the staff report. First reading was held on May 15, 2018 a public hearing was published for this evening which should be held before 2nd reading.
16. Mayor Murphy opened the public hearing for the proposed amendment to a the previous ordinance vacating a portion of West Broadway next to the Hy-Vee Development. No one stepped forward to comment
17. Moved by Rogan, Second by Selman to close the public hearing. **The vote was unanimous and the motion carried.**
18. Member Backen **MOVED**, seconded by Member Selman to hold the second reading of Ordinance No. 18-05" AN ORDINANCE AMENDING ORDINANCE 16-14 VACATING WEST BROADWAY FRONTAGE ROAD RIGHT OF WAY ADJACENT TO ROBBINSDALE MALL ADDITION IN ROBBINSDALE, MINNESOTA" AYE: Selman, Backen, Blonigan, Rogan, Mayor Murphy; NAY: None.

NEW BUSINESS A: Whiz Bang Day approvals

19. Marshall reviewed the staff report for Whiz Bang Days events to be held July 12-15.
20. **Amanda Roberg, President of Whiz Bang Days**, noted that this is the 70th year for Whiz Bang Days and most of the planned events are the same as in the past plus a sidewalk sale on West Broadway. She thanked the City Council for their continued support. The Softball tournament will be held the previous weekend related to event dates for other metro area softball tournaments. This year's Friday night block party sponsor is Travail.

21. Member Selman **MOVED**, second by Member Backen to approve the request for Robbinsdale Whiz Bang Days activities and locations from Thursday, July 12th to Sunday, July 15th 2018 as follows:

- Approve exclusive use of Lakeview Terrace Park from 8:00 a.m. Saturday to Sunday 11:00 p.m. and the west half of Hollingsworth Park from 12:00 noon Friday to 10:00 p.m. Sunday.
- Approve the street-spanning Whiz Bang Days banner subject to requirements of the code while waiving the \$100 permit fee.
- Approve the Robbinsdale Lions use of the municipal plaza located at 41 ½ Avenue and West Broadway from 9:00 a.m. to 4:00 p.m. Thursday-Saturday and approve the water fountain to be turned off during this time.
- Approve Tina Suglia, Nonna Rosa's Ristorante Italiano, 4168 West Broadway, to host the Whiz Bang Days Bocce Ball tournament on Saturday, July 8th from 10:00 am to 5:00 p.m. using the municipal parking lot with the parking lot closed from 8:00 a.m. to 6:00 p.m. on this day.
- Approve the Wicked Wort Brewing Company temporary liquor and outdoor entertainment applications for their event on Saturday with the following conditions:
 - Two on-site Police Officers beginning at 6:00 p.m. with coverage ending 30 minutes past the end time of outdoor activities.
 - Extended hours for the outdoor event until 11:00 p.m. with live outdoor music ending at **11:00 p.m.**
 - Outdoor portable restrooms, including handicap accessibility, to be ordered and paid for by Wicked Wort located within the event site.
- Approve the request to have a parade route on Sunday starting on West Broadway at 42nd Avenue and then south on West Broadway Avenue to 40th Avenue then east to Shoreline Drive and ending at Sanborn Park.
- The Whiz Bang Days Committee must provide and pay for portable sanitation units near each event location.
- Noise levels must be kept at a reasonable volume and the bands must take direction from the Police Officers to adjust the volume, if requested.
- Fees for city food and temporary liquor licenses are waived for the event.
- The city to pay half the police officer cost for the Whiz Bang Days Block Party on Friday and the Saturday night Outdoor Tent Party at Wicked Wort.

The vote was unanimous and the motion carried.

OTHER BUSINESS A: Motion to approve disbursement requests for period ending 06/05/18.

22. Member Rogan **MOVED**, seconded by Member Selman to approve disbursement requests for period ending 06/05/18. **The vote was unanimous and the motion carried.**

ADMINISTRATIVE REPORTS

23. Glick reported that the regular city council work session would be held immediately following the end of the meeting.

COUNCIL COMMUNICATIONS

24. Member Backen noted that he had received a letter from William Lindsay, a 9 year old, expressing concern about the downtown water tower and hoping that the city would be able to save it. Member Backen had met with him and explained why the city may need a new tower. The SunPost will also be publishing the letter.
25. Member Selman reminded everyone that the City is still looking for people to work as Election Judges this year. This is a paid position.
26. Mayor Murphy asked the SunPost reporter to introduce herself.
27. Laura Kay Prosser, the new community editor for the Crystal-Robbinsdale, noted that she had grown up in Robbinsdale as her grandmother lived off of France and she used to bike here from her home in Crystal. She encouraged people to contact her with stories

ADJOURNMENT

28. Member Blonigan **MOVED** seconded by Member Rogan to adjourn the meeting at 7:23p.m. **The vote was unanimous and the motion carried.**

Marcia Glick, Recorder

Regan L. Murphy, Mayor

ROBBINSDALE CITY COUNCIL
WORK SESSION MINUTES
TUESDAY, JUNE 5, 2018
COMMUNITY MEETING ROOM
CITY HALL

1. The work session was called to order by Mayor Pro Tem Rogan at 7:26 p.m.
2. Councilmembers Present: Blonigan, Rogan, Selman, Backen, Mayor Murphy
Staff Present: Marcia Glick, City Manager; Larry Jacobson, Finance Director; Rick Pearson, Community Development Coordinator; Richard McCoy, Public Works Director

DISCUSSION: Organics Recycling Options

3. Jason Hartman of Waste Management introduced himself. He noted that a pilot program mixing yardwaste and organics was not successful. A community drop off location was not supported by the City Council nor was trying to implement city-wide distribution of organic carts or city-wide customer-purchased blue bags.
4. Blue bags are sturdy customer-purchased – bags that are pulled from the waste stream at the Maple Grove location. The cost for a subscriber option would be \$1.70 per month plus the cost of bags at \$1 each.
5. Organics carts on hand are 32 gallon and could be available for a subscriber roll out on short notice. Council members asked if there could be a smaller container option such as a 5 gallon pail which would meet the needs of most households. The cart option was \$3.25 per month for subscribers.
6. Further information is needed regarding if there is a smaller organic container option and the number of subscribers needed, at minimum, to roll out the program.

DISCUSS: Alley fence encroachments

7. Pearson distributed a handout showing examples of fences and retaining walls encroaching onto city rights-of-way – this has been made part of the agenda packet. A specific situation in the 45xx block of Perry/Quail had a half dozen residents. Staff had suggested that they could be processed as a group variance but survey verification of the fence location would be needed.
8. Consensus many of the fences have been there for years. Public Works indicates that the status quo does not impact maintenance operations. When these situations are observed, staff will send a letter to the party notifying them of the problem and providing information on setback requirements at the time that work was done to replace the landscaping (including fences.)
9. Residents in attendance suggested that information could be included in a city newsletter.

MONTHLY UPDATE: Problem Properties

10. Pearson distributed the list of problem properties which will be attached to the agenda packet. He highlighted that 4428 Josephine has been sold and is being renovated for sale.
11. Staff will send a citation of Robbins Way for violating the landscape maintenance requirements in the Conditional Use Permit.

Follow up: Water Plant Feasibility Report

12. Richard McCoy and Steve Nelson from Bolton-Menk answered questions regarding computations for determining the most cost effective option for progression on water treatment – option recommended which will move forward is a new water processing plant at the site north of Lee Park; reviewed the cost of water softening and space that would be needed should water softening be added to the new Lee water processing site (the cost would be \$13.70/month for everyone and the site north of Lee Park is not large enough).
13. The rationale for locating the downtown water tower in an area near 42nd Avenue north was explained – particular concern is assuring that the water pressure needed for fire suppression with a location of the tower near high-use facilities and assuring that large diameter pipes would quickly share water to customers. Sites with adequate size are rare in a fully developed city. Staff will provide cost estimates for potential alternate locations so that the price impact of relocating the existing downtown tower away from the current location could be explored. The capacity of the tower has been able to minimally cover current demand. A larger capacity is needed for long term needs.
14. Concepts for a new tower were debated.

REVIEW & DISCUSS: 2018-19 budget impacts of salary updates, direction on RFP for audit services, potential rate study for internal funds, & other finance updates

15. Finance Director Jacobson reviewed information in a handout distributed and made part of the agenda packet.
16. Consensus support for negotiating a 5 year extension of the contract with the city's current auditing firm. Consensus support for rate study on central garage and central services funding.

MONTHLY UPDATE: 2018 Goals

17. Glick apologized – there is no update for this month.

OTHER BUSINESS

18. Council members were made aware of the expected retirement of the Finance Director in the next year and current process to hire a new Liquor Manager as the manager will be retiring this summer.
19. Council members have turned in their City Manager review forms other than Member Rogan. Glick's 2018 contract should be on the June 19th agenda.
20. It was noted that council members would not participate in a candidate forum traditionally held by the Chamber of Commerce unless it was held at a location where all members were able to attend.
21. Council members reported concerns related to extra garbage cans and hot coal containers at area parks.
22. Council members reported concern regarding illegal parking on Chowen Avenue adjacent to Manor Park and people parking on the grass at Lakeview Terrace Park.
23. Member Rogan shared an example of a recycling container he had seen at a local park. The clear plastic containers at LVT reveal that people are putting trash in the containers. Possible that a blue container would provide a visual cue.
24. Member Blonigan asked for clarification on the limit of structures that could be located on a residential yard.

ADJOURNMENT

25. Mayor Pro Tem Rogan adjourned the work session at 10:45 p.m.

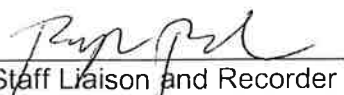
Richard McCoy, Recorder

Dan Rogan, Mayor Pro Tem

The Senior Commission is an advisory commission to the City Council on matters relating to the status and needs of seniors, age 55 and over, in the city and ways in which the needs of seniors may be met.

- 1) Commission Meeting Called to Order at 6:00 pm by Chairperson Bjorkquist
- 2) Commissioners Present: David Bjorkquist, Terri Cleveland, Duane Bengtson, Carmen Berrios and Michael Ruppert
Commissioners Absent: Gene Montanez
Staff Liaison: Ryan Parks, Recreation Supervisor
- 3) Berrios motioned approval of the minutes of the regular meeting of April 2, second by Cleveland, passed.
- 4) Introductions:
- 5) Oath of Office: Ruppert was sworn in as new commissioner at 7 pm.
- 6) Old Business
 - a. Pedestrian Safety/Backpacks updates: Cleveland mentioned handing out backpacks at summer drop-in programs. Bjorkquist suggested handing out backpacks at the Birdtown ½ Marathon on Saturday, May 19. Bengtson suggested a new design when new backpacks are ordered.
 - b. Programming updates:
 - i) Discussed drop-in program options. Will have sign-in sheets at drop-in programs to keep track of numbers and have participant information for future programs. Cleveland suggested having a sandwich board for drop-in programs with senior commission signage. Parks mentioned that Pam Schmitz, Recreation Program Manager, was ordering new sandwich boards for recreation programs.
 - ii) Whiz Bang Days ice cream social still undetermined. Movie program will be offered again at Public Safety Community Room on Thursday, July 12.
 - c. Volunteer Opportunities: Cleveland mentioned that the Plymouth Rockers are always looking for new members.
 - d. Heart Safe Community:
 - i) Bjorkquist gave questionnaires to Pam Schmitz.
 - ii) Paul Mendoza will conduct hands on CPR/AED training at June 4th meeting. All commissioners said they would attend training. Bjorkquist mentioned inviting others from the public to attend training.
 - iii) Commissioners will call/visit Robbinsdale area businesses to see if they have AED's onsite. A list of businesses to visit will need to be created for June meeting.
 - e. Membership: Change in ordinance relating to Senior Club member is in process. Still space for one more seat
- 7) New Business: none
- 8) Announcements: none
- 9) Motion to adjourn at 7:06 pm by Cleveland, second by Bengtson, passed.

Next Meeting is scheduled for **Monday, June 4, 6 pm at City Hall.**


Ryan Parks, Staff Liaison and Recorder

MEMORANDUM

TO: Mayor and City Council

FROM: Marcia Glick, City Manager

DATE: June 19, 2018

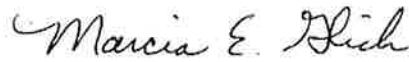
RE: Approval of Licenses

Background:

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

Recommendation:

By motion approve issuance of licenses dated June 19, 2018.



Marcia Glick, City Manager

CONCURRENCE:



Tom Marshall, City Clerk

CONTRACTORS' LICENSES FOR COUNCIL APPROVAL

06/19/2018

<u>Applicant</u>	<u>Type</u>	<u>License Fee</u>
BKMC (PL)	Plumbing Contractor	50.00
ELECTRO SIGNS & DESIGN, LLC	Sign Contractor	50.00
FLYNN MIDWEST LP (CR)	Crane Operator	50.00
HOVDE PLUMBING & HEATING INC (PL)	Plumbing Contractor	50.00
INTER CITY WATER & SEWER INC	Sewer/Water Contractor	50.00
K2 BATH DESIGN & REMODELING LLC	Residential Builder	50.00
LARSON PLUMBING INC (ME)	Mechanical Contractor	50.00
LINN STAR TRANSFER INC (ME)	Mechanical Contractor	50.00
LINN STAR TRANSFER INC (PL)	Plumbing Contractor	50.00
METRO GARAGE DOOR COMPANY	General Contractor	50.00
NORTHDALE CONSTRUCTION CO INC	General Contractor	50.00
PRONTO HEATING & AIR CONDITIONING (ME)	Mechanical Contractor	50.00
RIGHTMARK LLC (WS)	Sewer/Water Contractor	50.00
SINGLE-PLY SYSTEMS INC	Roofing Contractor	50.00
VERSANT PLUMBING CO	Plumbing Contractor	50.00

Number of Contractor Licenses Requesting Council Approval: 15

INDIVIDUAL LICENSES FOR COUNCIL APPROVAL

06/19/2018

Current Date: 6/14/2018

<u>Type</u>	<u>Applicant</u>	<u>License Fee</u>
Temporary Food - Individual	Prairie Golden Kettle Korn	0.00
Temporary Food - Individual	Robbinsdale Lions	0.00
Transient Merchants - Solicitations	Cranston Family Concessions	0.00

Number of Licenses Requesting Council Approval: 3



MEMORANDUM

Consent D

TO: Mayor and City Council

FROM: Marcia Glick, City Manager

DATE: June 19, 2018

RE: Request to Approve Demolition of Commercial Structure:
Former Gas Station – 4205 W Broadway

BACKGROUND:

The BP Station at 4205 W Broadway closed last fall when the owner retired. The Robbinsdale Economic Development Authority entered into negotiations with the property owner and, after completing environmental tests, entered into a purchase agreement. The acquisition was funded in large part by a grant from Hennepin County. REDA has affirmed that the intention in acquiring the property is to clear the site and install a temporary parking lot expected to be in place 5 to 10 years depending on the timing of construction of the METRO Blue Line Extension. The title transfer was completed on June 5, 2018. Staff are working with a contractor to prepare plan and specifications for removal of the gas tanks and demolition of the structure with the expectation that starting after Whiz Bang Days, the property would be ready for parking lot construction in August.

Demolition of non-residential buildings or structures must be approved by the City Council per City Code section 400.01, Subd. 4.

ANALYSIS/CONCLUSION:

Demolition must be carried out in accordance with specifications approved by the city. All demolition contractors will be required to be licensed.

RECOMMENDATION:

By motion, waive the reading and order the adoption of the resolution in Attachment 1.


Marcia Glick, City Manager

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 19th day of June, 2018.

RESOLUTION NO.

**A RESOLUTION APPROVING DEMOLITION OF BUILDING
AT 4205 WEST BROADWAY**

WHEREAS, Section 400.01, Subd. 4 of the Robbinsdale City Code requires that the demolition of any non-residential buildings be approved by the City Council; and

WHEREAS the Robbinsdale Economic Development Authority (the “REDA”) has acquired the property at 4205 West Broadway, formerly a BP gas station (the “Property”) and is requesting that the City approve demolition of the structures thereupon and issue a demolition permit; and

WHEREAS, REDA has indicated that the structures on the site are to be removed to prepare for construction of a temporary parking lot to address parking needs in the downtown area; and

WHEREAS, long term REDA anticipates that a parking structure will be added in the downtown area to address parking demands and/or transportation modes will evolve whereby parking demands are reduced; and

WHEREAS, the City Council has reviewed the request and has determined that demolition is appropriate;

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

1. The City Council hereby approves demolition of the structure located on the Property subject to the specifications contained in paragraph 2.

2. The owner of the Property, or its designee, must submit to City staff an application for demolition which will contain at least the following details:

- Plan for removal of debris;
- Erosion control plan;
- Plan for hazardous materials abatement pursuant to applicable law (e.g. asbestos);
- Details for the disconnection of all city-owned utilities; and
- Plans to control dust during demolition.

3. Upon submission of an application which contains the above specifications, City staff may issue a permit for the demolition in accordance with the terms herein.

4. City staff is authorized to take any additional action which is necessary or convenient with respect to carrying out the provisions of this Resolution.

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 JUNE, 2018.

Regan L. Murphy, Mayor

ATTEST:

Tom Marshall, City Clerk



City of Robbinsdale

MEMORANDUM

Consent E

To: Mayor and City Council
From: Marcia Glick, City Manager
Date: June 19, 2018
Subject: TCJHOP- Run Walk Event September 8

Background

Ms. Wendy Terry with the TCJHOP (Twin Cities Justice House of Prayer), 3620 43rd Avenue North, has submitted an event application for use of approximately 1.7 miles of city streets and park path around Crystal Lake for their 2018 Run Walk event from 8:00 a.m. to 12 noon on Saturday, September 8, 2018. They have held this event for the past two years. The event would start and end at Sanborn Park with approximately 50-75 people attending. This event is created for their participants but it is also open to the public. This group also submitted a Park Facilities Use application for use of the picnic shelter and path at Sanborn Park.

Analysis/Conclusion

From Sanborn Park, the route would circle Crystal Lake using park paths along with Shoreline Drive, Abbott Avenue, 38th Avenue, Lakeland Avenue, and Lake Curve. There are no street or path closures requested. The attached exhibit shows the requested route.

There are five crossings noted on their route map, see Exhibit attached. The City Engineer and the Police Chief approved the route with the condition that the event organizers control traffic at these crossing by on-site race marshals. Additionally, signage advising of possible delays should be erected at least 7 calendar days prior to the event at these street crossing points.

The application states no entertainment or alcoholic beverages. Ms. Terry said there is an event fee and that food or beverage is given to participants. They will be using a server having a county food license and they will also need a temporary food license from the city. The TCJHOP group will pay the cost of any additional portable restroom needed and any costs for signage at the park and at street crossings.

Recommendation

By motion, approve the event application from the TCJHOP, 3620 43rd Avenue North, for use of approximately 1.7 miles of city streets around Crystal Lake for their 2018 Run Walk event from 8:00 a.m. to 12 noon on Saturday, September 8, 2018.


Marcia Glick, City Manager

CONCURRENCE:


Tom Marshall, Director of Administrative and Recreation Services

TCJHOP- Run Walk Event September 8





Consent F

MEMORANDUM

TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: June 19, 2018
RE: Sign permit request for Ace Hardware, 4142 West Broadway in the downtown architectural design guidelines overlay district

BACKGROUND:

The new owner of the Ace Hardware store at 4142 West Broadway is changing the signs to reflect the new ownership. One of the signs requires City Council approval because it is inconsistent with the downtown architectural design guidelines in materials and illumination. The proposed sign is shown in **Exhibit 1**.

ANALYSIS/CONCLUSION:

Two signs are being changed:

- The wall sign above the front awning facing West Broadway will consist of direct illuminated individual metal letters. This sign is consistent with the sign standards and can be approved by staff administratively.
- The wall sign facing the alley parallel with County Road 81 is changing from direct illuminated letters to interior illuminated letters. This change is inconsistent with the downtown architectural design guidelines and requires City Council approval. It is, however, consistent with other signs the Council has approved along Lakeland Ave. N. Given that this sign cannot be seen from West Broadway, approval will not change the character of the West Broadway corridor.

RECOMMENDATION:

By motion approve the new wall sign on the Ace hardware building elevation facing the alley and Bottineau Blvd. located at 4142 West Broadway.

Marcia Glick, City Manager

CONCURRENCE:

Rick Pearson, Community Development Coordinator

ROBBINSDALE - MN

SQUARE FOOTAGE: 148.77



PROPOSED CONDITIONS



ABSOLUTE DARK CONDITIONS

FIELD SURVEY
416" (34'-8")

Welna **ICE** Hardware

1 SIGN LAYOUT

SCALE: 1/4"=1'-0"

2 END VIEW

SCALE: 1/4"=1'-0"

DESCRIPTION

- A** - ACE - ILLUMINATED CHANNEL LETTERS
 - 3/16" #2283 RED ACRYLIC FACES
 - 1" BLACK TRIM CAP
 - 5" PRE-FINISHED BLACK RETURNS
 - INTERNALLY ILLUMINATED W/ RED LED MODULES
 - KICK BACK SUPPORTS NEEDED FOR TALL LETTERS
- B** - ILLUMINATED CHANNEL LETTERS
 - WHITE ACRYLIC FACES
 - 1" BLACK TRIM CAP
 - 5" PRE-FINISHED BLACK RETURNS
 - DUAL COLOR FILM
 - INTERNALLY ILLUMINATED W/ WHITE LED MODULES
- C** - ALUMINUM RACEWAY
 - 8" X 4.5" SIGNCOMP RACEWAY
 - PAINTED P1 TO MATCH WALL

FINISH SCHEDULE

- A1** 2283 RED ACRYLIC
- A2** WHITE ACRYLIC
- P1** RACEWAY MATCH WALL COLOR, SURVEY
- V1** 3M DUAL COLOR FILM (BLACK DAY/WHITE NIGHT)

Exhibit 1

4-1/2"
5"
...

KICKBACKS

QTY: 1

FIELD SURVEY
51'-1/2"
25'-5/8"



Consent G

MEMORANDUM

TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: June 19, 2018
RE: Free-standing Sign for Travail Restaurant, 4124 West Broadway

BACKGROUND:

The owners of the Travail Restaurant placed a sign at the parking lot entrance adjacent to the sidewalk on West Broadway. Freestanding or pylon signs are generally not permitted, except monument signs are allowed to a maximum height of 6 feet. However, the sign is interior illuminated which is not allowed in the downtown DD-1 district. A picture of the sign is included as **Exhibit 1**.

ANALYSIS/CONCLUSION:

Mike Brown explained that the sign is considered temporary until the Travail restaurant moves to its new location across the street. It may be assumed that permanent signs for Pig Ate My Pizza will be included with the relocation of the restaurant.

RECOMMENDATION:

By Motion, approve the freestanding sign for Travail with the following conditions:

- The interior illumination shall not be turned on.
- Future signs for Pig Ate My Pizza or other restaurant uses in the space will only have direct illuminated sign in conformance with the City Code.

Marcia Glick, City Manager

CONCURRENCE:

Rick Pearson, Community Development Coordinator



Exhibit 1

16.05.2018 13.



MEMORANDUM

TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: June 19, 2018
RE: Banner request for Robbin Gallery, 4915 42nd Ave. N.

BACKGROUND:

Jeanne Johnson has requested authorization for an off-site banner to announce Robbin Gallery events and provide direction from the EMI parking lot.

ANALYSIS/CONCLUSION:

The Council can approve an off-site location for a civic or community event banner promoting a civic function or community event provided the banner is:

- Displayed for no more than 10 days. *The banner will be used several times, but only two days at a time.*
- Securely attached to a building or fence - *The wrought iron fence adjacent to the parking lot at EMI, 4719 42nd Ave. N.*
- Individually approved for specific locations.
- Limited to one banner per location.
- No larger than 50 sq. ft. - *It will be about 30 sq. ft. in area.*

The Gallery has also requested that the fee be waived.

RECOMMENDATION:

By motion approve the use of an off-site banner for the Robbins Gallery at EMI, 4719 42nd Ave. N. and that the fees be waived.

Marcia Glick, City Manager

CONCURRENCE:

Rick Pearson, Community Development Coordinator



Consent J

TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: June 19, 2018
RE: Whiz Bang Days Committee Event Additional Request

BACKGROUND

The 2018 Whiz Bang Days events using city owned locations and for the activities having special requirements were approved by Council at the June 5th meeting. The Committee has an additional event seeking Council's support.

ANALYSIS/CONCLUSION

The committee notified staff that their wood bat softball tournament, first started in 2016, this year will be the week before Whiz Bang Days due to other softball tournaments held on the weekend of Whiz Bang Days. They are requesting Spanjers Park ball field and staff confirmed it is available.

The committee is requesting that the Spanjers Park field rental fee be waived, but they accept that ball field maintenance fees may be charged based on their actual needs. They are requesting that a food truck serve tournament participants and spectators by parking in the north parking lot at City Hall from 12noon to the end of the softball tournament. This truck would park in this lot after the License Center closes at 12noon.

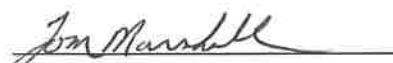
As they were approved for in 2016, they are also requesting a one day permit to allow tournament participants and spectators to bring their own beer into the park. This permit is allowed through City Code Section 815 – Parks and Recreation Areas. The code includes that permits for the consumption of beer may be issued by the Director of Recreation Services and that this permit is limited to non-profit local civic organizations operating under a constitution and by-laws and which have been in existence for at least one year. The permit requires a deposit of \$25 and is refunded when it is determined they have fulfilled the obligations stated in the permit. The permit would be issued with the requirements that beer is limited to cans and consumed only in the area immediately adjacent to the softball tournament. These requirements are supported by the Police Chief.

RECOMMENDATION

By motion, approve the request for the Robbinsdale Whiz Bang Days softball tournament use of Spanjers Park and ball field on Saturday, July 7, 2018 from 8:00 a.m. to end of tournament that evening as follows:

- A permit issued by the Director of Recreation Services for the consumption of beer at Spanjers Park on Saturday, July 7, 2018 with the requirements that beer is limited to cans and consumed only in the park area immediately adjacent to the ball field and up to thirty minutes following the end of the tournament.
- Waive the field rental fee at Spanjers Park. There will still be charge for field maintenance fee.


Marcia Glick, City Manager


Tom Marshall, Director of Administrative and Recreation Services



City of Robbinsdale

Consent I

MEMORANDUM

TO: City Council
FROM: Marcia Glick, City Manager
DATE: June 19, 2018
RE: Approval of Credit Card Charges and Payment

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

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

Recommendation

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

Marcia Glick, City Manager

CONCURRENCE:

Larry Jacobson, Finance Director

Council Check Register by GL
Council Check Register and Summary

5/25/2018 -- 5/25/2018

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
2018121	5/25/2018		100292 U. S. BANCORP							
		7.98	FRIENDLY ROBINS		131787		1335.6214		Operating Supplies	Senior Programs
		9.99	ROVING MINDS		131788		1335.6214		Operating Supplies	Senior Programs
		15.96	Supplier 114248 CUB FOODS		131789		1335.6214		Operating Supplies	Senior Programs
			MOVIE DISCUSSION GROUP							
		10.20	Supplier 116577 HYVEE		131790		1335.6214		Operating Supplies	Senior Programs
			MOVIE DISCUSSION GROUP							
		4.30	Supplier 114248 CUB FOODS		131791		1335.6214		Operating Supplies	Senior Programs
			MOVIE DISCUSSION GROUP							
		100.00	Supplier 114282 DOLLAR STORE		131792		1318.6214		Operating Supplies	Adult Taxable
			GIFT CARD VBALL LEAGUE CHAMPIO							
		68.97	Supplier 114626 NONNA ROSA'S		131793		1200.6214		Operating Supplies	Police Support Services
			ONE WAY FILM FOR WINDOWS							
			Supplier 114295 AMAZON							
		584.48	BOOTS		131794		1260.6216		Clothing & Personal Equipment	Fire Prevention / Suppression
		105.38	HOOD		131795		1260.6216		Clothing & Personal Equipment	Fire Prevention / Suppression
		42.78	Supplier 114264 THE FIRE STORE		131796		1260.6510		Meeting / Travel Expense	Fire Prevention / Suppression
			UBER TUESDAY							
		20.92	UBER WEDNESDAY		131797		1260.6510		Meeting / Travel Expense	Fire Prevention / Suppression
			Supplier 116689 UBER							
		433.60	FLIGHT		131798		1260.6510		Meeting / Travel Expense	Fire Prevention / Suppression
		433.60	FLIGHT		131799		1260.6510		Meeting / Travel Expense	Fire Prevention / Suppression
		68.86	Supplier 114769 DELTA AIR LINES		131800		1260.6510		Meeting / Travel Expense	Fire Prevention / Suppression
			WEDNESDAY LUNCH							
		17.06	Supplier 115002 HARD ROCK CAFE		131801		1260.6510		Meeting / Travel Expense	Fire Prevention / Suppression
			WEDNESDAY BREAKFAST							
		28.37	Supplier 115001 SHERATON		131802		1260.6510		Meeting / Travel Expense	Fire Prevention / Suppression
			THURSDAY BREAKFAST							
		19.80	Supplier 118428 STEAK-N-SHAKE		131803		1260.6510		Meeting / Travel Expense	Fire Prevention / Suppression
			UBER THURSDAY							
		23.98	Supplier 116689 UBER		131804		1260.6510		Meeting / Travel Expense	Fire Prevention / Suppression
			THURSDAY LUNCH							
		55.14	Supplier 118429 CONCESSION		131805		1260.6510		Meeting / Travel Expense	Fire Prevention / Suppression
			FRIDAY LUNCH							
		803.79	Supplier 118430 URBAN EATS		131806		1260.6510		Meeting / Travel Expense	Fire Prevention / Suppression
		803.79	HOTEL TOM ROBERTUS		131807		1260.6510		Meeting / Travel Expense	Fire Prevention / Suppression
			HOTEL NEIL DRESSSEL							
		17.52	Supplier 115001 SHERATON		131808		1260.6510		Meeting / Travel Expense	Fire Prevention / Suppression
			UBER FRIDAY							
			Supplier 116689 UBER							

Council Check Register by GL
Council Check Register and Summary

5/25/2018 -- 5/25/2018

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
2018121	5/25/2018		100292 U. S. BANCORP						Continued...	
		16.58	FRIDAY BREAKFAST		131809		1260.6510		Meeting / Travel Expense	Fire Prevention / Suppression
			Supplier 118429 CONCESSION							
		803.79	HOTEL DARREN OLSON		131810		1260.6510		Meeting / Travel Expense	Fire Prevention / Suppression
			Supplier 115001 SHERATON							
		31.26	LIMES & LEMONS		131811		6405.6214		Operating Supplies	Liquor Operations
			Supplier 114310 TARGET							
		48.51	LIMES & LEMONS		131812		6405.6214		Operating Supplies	Liquor Operations
			Supplier 114248 CUB FOODS							
		32.89	LIMES & STORE SUPPLIES		131813		6405.6214		Operating Supplies	Liquor Operations
			Supplier 114310 TARGET							
		56.35	CHIEF RAISED STAMP SEAL		131814		1200.6214		Operating Supplies	Police Support Services
			Supplier 118431 THE STAMP MAKER							
		133.18	TRAINING/HOTEL		131815		1205.6512		Conference & Schools	Patrol Services
			Supplier 118432 DOUBLE TREE							
		16.12	PRINTING CAPABILITY		131816		1200.6214		Operating Supplies	Police Support Services
			Supplier 116379 ADOBE EXPORT							
		57.41	RIFLE RAILS		131817		1200.6234		Equipment Parts & Supplies	Police Support Services
		108.18	RIFLE REAR SIGHTS		131818		1200.6234		Equipment Parts & Supplies	Police Support Services
		64.30	PATROL/SWAT RIFLE		131819		1200.6234		Equipment Parts & Supplies	Police Support Services
			Supplier 114861 UPS							
		23.08	SQUAD CAR WIPER FLUID		131820		1200.6234		Equipment Parts & Supplies	Police Support Services
			Supplier 114435 O'REILLY AUTO PARTS							
		17.11	PROPERTY ROOM RECEIPT PAPER		131821		1200.6214		Operating Supplies	Police Support Services
			Supplier 114516 OFFICE DEPOT							
		76.63	RIFLE SIGHTS		131822		1200.6234		Equipment Parts & Supplies	Police Support Services
			Supplier 114861 UPS							
		2.99	WATER		131823		1200.6234		Equipment Parts & Supplies	Police Support Services
		3.98	WATER		131824		1200.6234		Equipment Parts & Supplies	Police Support Services
			Supplier 114248 CUB FOODS							
		5.80	BUTTER TUBES		131825		1200.6234		Equipment Parts & Supplies	Police Support Services
		25.86	SHIPPING		131826		1200.6234		Equipment Parts & Supplies	Police Support Services
		40.27	BUFFER TUBE SHIPPING		131827		1200.6234		Equipment Parts & Supplies	Police Support Services
			Supplier 114861 UPS							
		169.98	BICYCLE TUNE UP		131828		1200.6340		Repair & Maintenance	Police Support Services
			Supplier 118433 MAPLE GROVE CYCLING							
		123.65	RIFLE BARRELS		131829		1200.6234		Equipment Parts & Supplies	Police Support Services
			Supplier 114861 UPS							
		15.00	REC WEB CREDIT CARD		131830		1300.6720		Service Charges	Recreation Administration
		15.00	REC REG CREDIT CARD		131831		1300.6720		Service Charges	Recreation Administration
			Supplier							

Council Check Register by GL
Council Check Register and Summary

5/25/2018 -- 5/25/2018

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subldger	Account Description	Business Unit
2018121	5/25/2018		100292 U. S. BANCORP						Continued...	
			115203 PLUG N PLAY							
63.58			CHAPLAIN MEETING		131832		1225.6510		Meeting / Travel Expense	Police Reserves
			Supplier 117438 FRANKIE'S PIZZA							
39.19			LUNCH @ TRAINING		131833		1205.6512		Conference & Schools	Patrol Services
			Supplier 114658 HOLIDAY INN							
10.13			DINNER @ TRAINING		131834		1205.6512		Conference & Schools	Patrol Services
			Supplier 118434 CULVER'S							
20.00			FUEL 865		131835		1205.6512		Conference & Schools	Patrol Services
			Supplier 118435 KWIK TRIP							
389.46			ACCOMODATION FRANZEN		131836		1205.6512		Conference & Schools	Patrol Services
389.46			ACCOMODATION FOLEY		131837		1205.6512		Conference & Schools	Patrol Services
			Supplier 114658 HOLIDAY INN							
6.42			FOOD CONTAINERS		131838		1200.6214		Operating Supplies	Police Support Services
			Supplier 114248 CUB FOODS							
819.30-			FDIC FLIGHT CREDIT DARREN OLSON		131839		1260.6510		Meeting / Travel Expense	Fire Prevention / Suppression
433.60-			FDIC FLIGHT CREDIT TOM ROBERTU		131840		1260.6510		Meeting / Travel Expense	Fire Prevention / Suppression
433.60-			FDIC FLIGHT CREDIT NEIL DRESSE		131841		1260.6510		Meeting / Travel Expense	Fire Prevention / Suppression
			Supplier 114769 DELTA AIR LINES							
41.78			FUEL #3812		131842		7010.6236		Motor Fuels	CG Vehicle Maintenance
			Supplier 118223 THE STORE 61							
36.14			CEDAR BOARD		131843		7115.6214		Operating Supplies	CS Government Buildings
			Supplier 114262 THE HOME DEPOT							
523.25			HOTEL ROOMS		131844		1260.6510		Meeting / Travel Expense	Fire Prevention / Suppression
			Supplier 118436 RADISSON							
5.94			TOGGLE SWITCH		131845		7115.6214		Operating Supplies	CS Government Buildings
92.12			MAGNETIC SWEEPER/CEDAR		131846		1565.6234		Equipment Parts & Supplies	Parks Facility Maintenance
			Supplier 114258 MENARDS							
21.56			NYLON POLY ROPE		131847		1605.6214		Operating Supplies	Streetscape
			Supplier 114262 THE HOME DEPOT							
40.92			SAMSUNG GALAXY NOTE CASE		131848		1500.6214		Operating Supplies	Parks Administration
			Supplier 114295 AMAZON							
427.04			RECYCLING BAGS		131849		1565.6234		Equipment Parts & Supplies	Parks Facility Maintenance
			Supplier 118437 CLEARSTREAM RECYCLING							
74.93			TIE BAGS		131850		1605.6214		Operating Supplies	Streetscape
13.92			PVC CAPS		131851		1569.6214		Operating Supplies	Parks Turf Maintenance
			Supplier 114258 MENARDS							
62.85			SCREEN PROTECTORS		131852		1500.6214		Operating Supplies	Parks Administration
20.95			SCREEN PROTECTORS		131853		1610.6214		Operating Supplies	Street & Boulevard Maintenance
41.90			SCREEN PROTECTORS		131854		6115.6216		Clothing & Personal Equipment	San Sewer Maintenance

Council Check Register by GL

Council Check Register and Summary

5/25/2018 -- 5/25/2018

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
2018121	5/25/2018		100292 U. S. BANCORP						Continued...	
		254.95	LED EXTERIOR SECURITY LIGHT		131855		1635.6340		Repair & Maintenance	Street Lighting
		254.95	LED EXTERIOR SECURITY LIGHT		131856		1635.6340		Repair & Maintenance	Street Lighting
		17.99	SAMSUNG GALAXY CASE		131857		1610.6214		Operating Supplies	Street & Boulevard Maintenance
			Supplier 114295 AMAZON							
		6.00	PARKING FOR LMC WORKSHOP		131858		1300.6510		Meeting / Travel Expense	Recreation Administration
			Supplier 116532 UNIVERSITY OF MINNESOTA							
		3.78	WATER BAGS, LOPPER, HYDROGEL		131859		1335.6214		Operating Supplies	Senior Programs
		17.82	TREATS FOR FRIENDLY		131860		1335.6214		Operating Supplies	Senior Programs
			Supplier 114248 CUB FOODS							
		19.99	GLOVES FOR ARBOR DAY		131861		1325.6214		Operating Supplies	General Programs
			Supplier 116850 COSTCO							
		694.64	BAREROOT TREE ORDER		131862		1370.6706		Landscaping	Forestry
			Supplier 115635 COLD STREAM FARM							
		829.00	PWX REGISTRATION RICHARD		131863		1400.6512		Conference & Schools	Engineering Services
			Supplier 114770 AMERICAN PUBLIC WORKS ASSOCIATION							
		1,267.20	WATER BAGS, LOPPER, HYDROGEL		131864		1370.6214		Operating Supplies	Forestry
			Supplier 115518 FORESTRY SUPPLIERS							
		122.50	PE LICENSE RENEWAL RICHARD		131865		1400.6718		Licenses Taxes & Fees	Engineering Services
			Supplier 118438 BOARD OF AELSLAGID							
		274.40	MSP-MCI RETURN RICHARD		131866		1400.6510		Meeting / Travel Expense	Engineering Services
			Supplier 114769 DELTAIR LINES							
		70.43	BROOMS/CONNECTOR		131867		7005.6214		Operating Supplies	CG Building Operations
			Supplier 114262 THE HOME DEPOT							
		155.57	HANDLE/SHOVEL		131868		1610.6214		Operating Supplies	Street & Boulevard Maintenance
			Supplier 114514 FLEET FARM							
		11.59	WORK GLOVES/SHIMS		131869		7010.6234		Equipment Parts & Supplies	CG Vehicle Maintenance
		31.14	SOFTENER PELLETS		131870		7005.6214		Operating Supplies	CG Building Operations
			Supplier 114258 MENARDS							
		95.77	TONER		131871		7110.6214		Operating Supplies	CS Information Technology
			Supplier 114280 NEWEGG							
		49.90	MICRO USB CAR CHARGER		131872		7105.6234		Equipment Parts & Supplies	CS General Office
		41.43	TYPE C PHONE CAR CHARGER		131873		7105.6234		Equipment Parts & Supplies	CS General Office
			Supplier 114295 AMAZON							
		47.98	WIRELESS MOUSE		131874		7105.6234		Equipment Parts & Supplies	CS General Office
		50.70	WIRELESS MOUSE & KEYBOARD		131875		7110.6234		Equipment Parts & Supplies	CS Information Technology
			Supplier 114280 NEWEGG							
		89.90	TYPE C WALL CHARGER		131876		7105.6234		Equipment Parts & Supplies	CS General Office
			Supplier 114295 AMAZON							
		30.75	HDMI TO VGA CABLE		131877		7110.6214		Operating Supplies	CS Information Technology

Council Check Register by GL

Council Check Register and Summary

5/25/2018 -- 5/25/2018

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
2018121	5/25/2018		100292 U. S. BANCORP						Continued...	
		6.45	HDMI TO VGA CABLE		131878		7110.6214		Operating Supplies	CS Information Technology
		10,644.26	Supplier 114280 NEWEGG							
		10,644.26	Grand Total							

Payment Instrument Totals

Checks

EFT Payments	10,644.26
Total Payments	10,644.26

TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: June 19, 2018
RE: Permit – Chickens – 3251 Indiana Avenue North

Background

Ashley Kensley, 3251 Indiana Avenue North, submitted a domestic animals application requesting approval of a permit for six (6) hen chickens. The City Code requires that a person keeping or maintaining more than two chickens must obtain a permit and that owners of all properties within 200 feet of the subject premises are notified of a hearing regarding the issuance of a permit. The neighboring property owners have been notified.

The applicant's purpose for the keeping of chickens is for fresh eggs and pets for the household. The applicant states on the application that she has owned chickens as a child and as an adult. She has worked also with chickens as an intern and has extensive knowledge of caring for them. The chickens will have a fully enclosed coop made of chicken wire and plywood. The coop and the run will be roofed. The yard is fenced in (chain link). Animal feces are prohibited from Robbinsdale yard compost sites as well as yard waste collected by Waste Management.

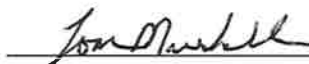
Analysis/Conclusion

The Police Chief approves the permit. The Building Official approves, but notes that a permit is required if the structure is more than 200 sq. ft. The Community Development Coordinator approves the permit and notes that the coop cannot be closer than 1.5 feet from any property line, and that the coop and shed cannot exceed 240 sq. ft. He also notes that the light rail project will be built on the BNSF Railroad right-of-way, which is located behind the property. 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.

The permit is for the remainder of 2018 with the option to renew in the fall of 2018 for 2019.

Recommendation

1. Conduct the hearing and take public comment.
2. After hearing any public comments, consider approval of the permit request for six (6) hen chickens at 3251 Indiana 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 coop and shed are more than 1.5 feet from any property line; and not more than 240 sq. ft.;
 - c. that the screening withstand predators and snow pushing against it;
 - d. that there is proper collection and disposal of feces/litter material;
 - e. that permit holder ensures proper storage of food and prevent 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.


Concurrence: Tom Marshall, City Clerk


Marcia Glick, City Manager



Public Hearing B

TO: Mayor and City Council

FROM: Marcia Glick, City Manager

DATE: June 19, 2018

RE: Public Hearing: On-Sale 3.2% Malt Beverage/Beer and Wine License for Marna's Cafe

BACKGROUND

Staff received an application for an on-sale 3.2% malt beverage/beer and wine license from Rolando J. Diaz, dba Marna's Cafe, 4150 West Broadway, Robbinsdale. A public hearing is required for new liquor licenses. The public hearing notice was published in the Sun Post on June 7, 2018.

ANALYSIS/CONCLUSION

As of the writing of this memo, the required background investigation is not yet completed. The Community Development Department has reviewed the application and recommends approval with the only condition being a reminder that all signs and banners require permits.

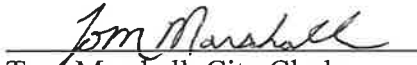
RECOMMENDATION

1. Hold the public hearing and consider testimony from the public.
2. By motion, approve the issuance of the on-sale 3.2% malt beverage/beer and wine license to Rolando J. Diaz, dba Marna's Cafe, 4150 West Broadway, Robbinsdale, based upon a successful background investigation.



Marcia Glick, City Manager

CONCURRENCE:



Tom Marshall, City Clerk



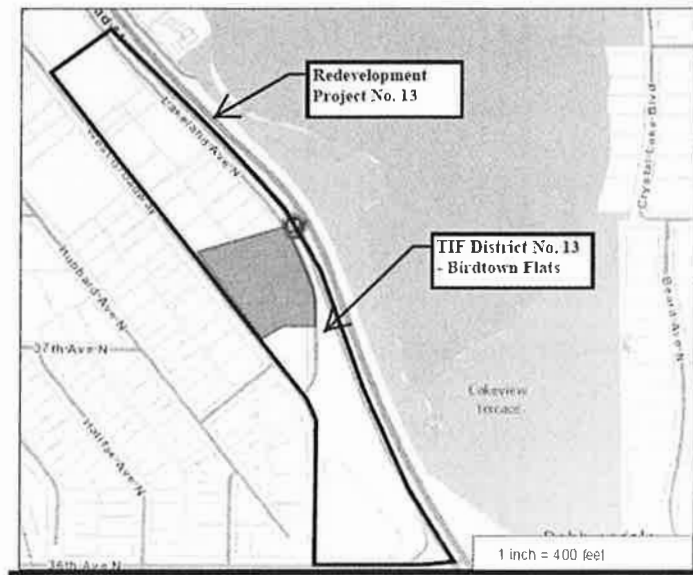
City of Robbinsdale

Public Hearing C

TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: June 19, 2018
RE: Public Hearing – Consideration of Redevelopment Plan Area 13 and
Tax Increment Financing District 13 – Birdtown Flats

BACKGROUND:

The Robbinsdale Economic Development Authority (REDA) adopted a Redevelopment Plan No. 13 for development in an area north of 36th Avenue North between County Road 81 and France/West Broadway and Tax Increment Financing Plan No. 13 for the Birdtown Flats apartment development for at their June 12, 2018 meeting.



- The Redevelopment Plan (Attachment 1*) identifies public and the objectives to be accomplished by the Redevelopment Project. The document includes standard sections including options the REDA is not planning to pursue for this project (i.e. there is no REDA acquisition of property in this development).
- The Tax Increment Financing Plan (Attachment 2*) for TIF District No. 13. Budget components are in Sections 1-5 and 1-6. The document shows the Full Potential for generation of Tax Increments throughout the maximum allowed life of the District. The anticipated assistance to the Developer is a pay-as-you-go TIF note of \$2.5M at 5.5% interest with expected repayment in 10 to 11 years.

*The Redevelopment Plan and Tax Increment Financing Plan are available upon request and can be found on the city website: robbinsdalemn.com/about/birdtownflats

The Planning Commission reviewed the proposed plans at their May 17, 2018 meeting and adopted a resolution (Attachment 3) that the plan is consistent with the City's Comprehensive Plan. The next step is for the City Council to consider approval of the plan.

ANALYSIS/CONCLUSION

The Redevelopment Plan identifies the area, the public purpose, and sets forth policies related to redevelopment in this area. It identifies that the area contains properties which are underutilized or unused due to lack of private investment and as a result it is not providing adequate employment opportunities and is not contributing to the tax base and general economy. It identifies that redevelopment of the site will not occur solely through private investment. The plan is not specific to any development proposal, but outlines a number of alternative possibilities.

The Tax Increment Financing Plan is also largely general in nature. The Report of Inspection Procedures and Results for Determining Qualifications of a Tax Increment Financing District as a Redevelopment District, an attachment to the plan, is specific to the Birdtown Flats development.

The summary for the project prepared by Ehlers is shown as Attachment 4. Ehlers is serving as the City and REDA financial consultant for this project. Contract costs are being paid from application fees.

Adoption of the two plans does not approve any tax increment financing or any specific development. It would establish the policies and maximum anticipated budget for the district.

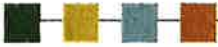
In the next step, Robbinsdale Economic Development Authority will consider entering into a Development Agreement with the site developer. The development contract has been negotiated and will be considered at a special REDA meeting immediately following tonight's City Council meeting. The only assistance to the developer is a privately financed loan of \$2.5M plus 5.5% interest. The source of these funds is only the property taxes that the property owner would pay after development of a the 152 unit market rate apartments with estimated market value of \$26.6M. The use of Tax Increments to be available for loan repayment, being considered by REDA, only utilizes the new property tax collections, which would only exist if redevelopment occurs. In the particular scenario, in 2021 with estimated property taxes of \$460,000, there would be \$414,000 available to make payments on the privately financed TIF note. Similar to a home mortgage, the total amount for loan principal plus interest depends on the rate of payment. The total amount for the privately financed loan plus interest anticipated to be paid in full within 10 to 11 years.

RECOMMENDATION:

1. Hold the public hearing.
2. Consider adoption of the Resolution in Attachment 5 "RESOLUTION ESTABLISHING REDEVELOPMENT PROJECT NO. 13 AND ADOPTING A REDEVELOPMENT PLAN THEREFOR; AND ESTABLISHING TAX INCREMENT FINANCING DISTRICT NO. 13 - BIRDTOWN FLATS THEREIN AND ADOPTING A TAX INCREMENT FINANCING PLAN THEREFOR."



Marcia Glick, City Manager



*As of June 14, 2018
Draft for Public Hearing*

**Redevelopment Plan
for the establishment of
Redevelopment Project No. 13**

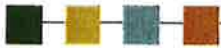
Robbinsdale Economic Development Authority
City of Robbinsdale
Hennepin County
State of Minnesota

Public Hearing: June 19, 2018
Adopted:



EHLERS

Prepared by: EHLERS & ASSOCIATES, INC.
3060 Centre Pointe Drive, Roseville, Minnesota 55113-1105
651-697-8500 fax: 651-697-8555 www.ehlers-inc.com



*As of June 15, 2018
Draft for Public Hearing*

Tax Increment Financing Plan
for the establishment of
Tax Increment Financing District No. 13 - Birdtown Flats
(a redevelopment district)

within

Redevelopment Project No. 13

Robbinsdale Economic Development Authority
City of Robbinsdale
Hennepin County
State of Minnesota

Public Hearing: June 19, 2018
Adopted:



Prepared by: EHLERS & ASSOCIATES, INC.
3060 Centre Pointe Drive, Roseville, Minnesota 55113-1105
651-697-8500 fax: 651-697-8555 www.ehlers-inc.com

Member Harper moved and Member Stack seconded a motion that the following resolution be read and adopted this 17th day of May 2018.

**ROBBINSDALE PLANNING COMMISSION
RESOLUTION NO. 2018-01**

**A RESOLUTION FINDING THE REDEVELOPMENT
PROGRAM FOR REDEVELOPMENT PROJECT NUMBER
13 AND THE PLAN FOR TAX INCREMENT FINANCING
DISTRICT NUMBER 13 FOR THE BIRDTOWN FLATS
APARTMENTS IN THE PROJECT AREA ON THE EAST
SIDE OF WEST BROADWAY NORTH OF CITIZEN'S
INDEPENDENT BANK CONSISTENT WITH THE
ROBBINSDALE COMPREHENSIVE PLAN**

WHEREAS, the Robbinsdale Economic Development Authority ("REDA") has authorized the preparation of a tax increment financing district No. 13 (the TIF Plan") and a Redevelopment Project No. 13 (the "Project") to enable the development of market rate housing called The Birdtown Flats; and

WHEREAS, it is necessary that the Planning Commission consider the TIF Plan and the Redevelopment District Program for their consistency with the City's Comprehensive Plan and finds as follows:

- A. That the prompt development of the property within the project area be promoted and secure, such property which is not now in its most productive use, in a manner consistent with the Comprehensive Plan of the City, thus realizing Comprehensive Plan, land use and tax base goals;
- B. That development in the Project Area shall be assisted through the removal of blighted buildings which are not now in productive use or in their highest and best use within the Project Area; and
- C. That the development of new, market rate housing fulfills an underrepresented housing niche in the city which was identified in the Housing Gaps Analysis prepared on behalf of Hennepin County;

NOW, THEREFORE, BE IT RESOLVED by the Planning Commission of the City of Robbinsdale, Minnesota, that the TIF Plan and Redevelopment District Program are determined to be consistent with the City's Comprehensive Plan.

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

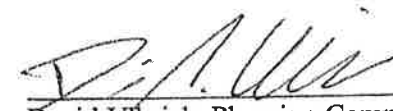
ABSENT: Stoneberg, Greenberg

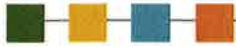
and the following voted against the same: **NONE**

WHEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND
ADOPTED THIS 17TH DAY OF MAY 2018.


Judd J. Harper, Planning Commission Chair

ATTEST:


David Ulbrich, Planning Commission Co-Chair



Tax Increment Financing District Overview

City of Robbinsdale

Tax Increment Financing District No. 13 – Birdtown Flats

The following summary contains an overview of the basic elements of the Tax Increment Financing Plan for Tax Increment Financing District No. 13 – Birdtown Flats. More detailed information on each of these topics can be found in the complete Tax Increment Financing Plan.

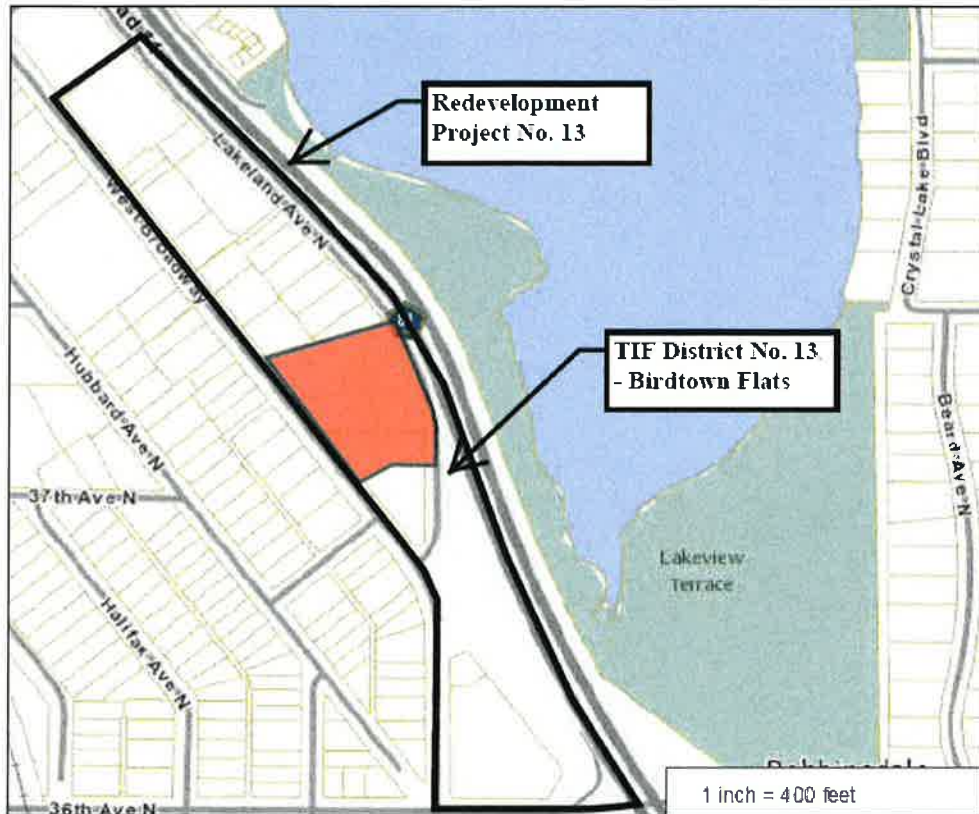
Proposed action:	Establishment of Tax Increment Financing District No. 13 – Birdtown Flats (the "District") and the adoption of a Tax Increment Financing Plan (the "TIF Plan").	
	Establishment of Redevelopment Project No. 13 and the adoption of a Redevelopment Plan.	
Type of TIF District:	A redevelopment district	
Parcel Numbers:	06-029-24-44-0001	06-029-24-44-0002
	06-029-24-44-0003	06-029-24-44-0004
	06-029-24-44-0005	06-029-24-44-0006
	06-029-24-44-0007*	
	*Only a portion of the parcel will be included in the District. The parcel will be replatted prior to certification of the District.	
Proposed Development:	The District is being created to facilitate the construction of approximately 152 market rate apartments in the City.	
Maximum duration:	The duration of the District will be 25 years from the date of receipt of the first increment (26 years of increment). The City expects the date of first tax increment to be 2020. It is estimated that the District, including any modifications of the TIF Plan for subsequent phases or other changes, would terminate after December 31, 2045, or when the TIF Plan is satisfied.	
Estimated annual tax increment:	Up to \$875,541	



Authorized uses:	The TIF Plan contains a budget that authorizes the maximum amount that may be expended:
	Land/Building Acquisition..... \$3,000,000 Site Improvements/Preparation..... \$5,000,000 Utilities..... \$1,000,000 Other Qualifying Improvements \$334,932 <u>Administrative Costs (up to 10%)..... \$1,550,661</u> PROJECT COSTS TOTAL \$10,885,593 <u>Interest..... \$6,171,677</u> PROJECT COSTS TOTAL..... \$17,057,270
	See Subsection 1-10, on page 1-6 of the TIF Plan for the full budget authorization.
Form of financing:	The project is proposed to be financed by a pay-as-you-go note and/or interfund loan.
Administrative fee:	Up to 10% of annual increment, if costs are justified.
Interfund Loan Requirement:	If the City wants to pay for administrative expenditures from a tax increment fund, it is recommended that a resolution authorizing a loan from another fund be passed <i>PRIOR</i> to, or within 60 days of, the issuance of the check.
4 Year Activity Rule (\$ 469.176 Subd. 6)	After four years from the date of certification of the District one of the following activities must have been commenced on each parcel in the District: • Demolition • Rehabilitation • Renovation • Other site preparation (not including utility services such as sewer and water) If the activity has not been started by approximately June 2022, no additional tax increment may be taken from that parcel until the commencement of a qualifying activity.
5 Year Rule (\$ 469.1763 Subd. 3)	Within 5 years of certification revenues derived from tax increments must be expended or obligated to be expended. Any obligations in the District made after approximately June 2023, will not be eligible for repayment from tax increments.

The reasons and facts supporting the findings for the adoption of the TIF Plan for the District, as required pursuant to *M.S., Section 469.175, Subd. 3*, are included in Exhibit A of the City resolution.

MAP OF REDEVELOPMENT PROJECT NO. 13 AND
TAX INCREMENT FINANCING DISTRICT NO. 13 – BIRDTOWN FLATS



**Tax Increment Financing District No. 13 -
Birdtown Flats
Redevelopment Project No. 13**

CITY OF ROBBINSDALE
HENNEPIN COUNTY, MINNESOTA

Page 3



EHLERS
LEADERS IN PUBLIC FINANCE

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 19th day of June, 2018

RESOLUTION NO. _____

RESOLUTION ESTABLISHING REDEVELOPMENT PROJECT NO. 13 AND ADOPTING A REDEVELOPMENT PLAN THEREFOR; AND ESTABLISHING TAX INCREMENT FINANCING DISTRICT NO. 13 - BIRDTOWN FLATS THEREIN AND ADOPTING A TAX INCREMENT FINANCING PLAN THEREFOR.

BE IT RESOLVED by the City Council (the "Council") of the City of Robbinsdale, Minnesota (the "City"), as follows:

Section 1. Recitals

1.01. It has been proposed by the Board of Commissioners of the Robbinsdale Economic Development Authority (the "REDA") and the City that the City establish Redevelopment Project No. 13 (the "Project Area") and adopt a Redevelopment Plan (the "Redevelopment Plan") therefor and establish Tax Increment Financing District No. 13 - Birdtown Flats (the "District") therein and adopt a Tax Increment Financing Plan (the "TIF Plan") therefor (the Redevelopment Plan Modification and the TIF Plan are referred to collectively herein as the "Plans"); all pursuant to and in conformity with applicable law, including Minnesota Statutes, Sections 469.090 to 469.1082 and Sections 469.174 to 469.1794, all inclusive, as amended, (the "Act") all as reflected in the Plans, and presented for the Council's consideration.

1.02. REDA and City have investigated the facts relating to the Plans and have caused the Plans to be prepared.

1.03. REDA and City have performed all actions required by law to be performed prior to the establishment of the District and the adoption and approval of the proposed Plans, including, but not limited to, notification of Hennepin County and Independent School District No. 281 having taxing jurisdiction over the property to be included in the District, a review of and written comment on the Plans by the City Planning Commission, approval of the Plans by REDA on June 12, 2018, and the holding of a public hearing upon published notice as required by law.

1.04. Certain written reports (the "Reports") relating to the Plans and to the activities contemplated therein have heretofore been prepared by staff and consultants and submitted to the Council and/or made a part of the City files and proceedings on the Plans. The Reports, including the redevelopment qualifications reports and planning documents, include data, information and/or substantiation constituting or relating to the basis for the other findings and determinations made in this resolution. The Council hereby confirms, ratifies and adopts the Reports, which are hereby incorporated into and made as fully a part of this resolution to the same extent as if set forth in full herein.

Section 2. Findings for the Adoption and Approval of the Redevelopment Plan.

2.01. The Council approves the Redevelopment Plan, and specifically finds that: (a) the land within the Project Area would not be available for redevelopment without the financial aid to be sought under this Redevelopment Plan; (b) the Redevelopment Plan will afford maximum opportunity, consistent with the needs of the City as a whole, for the development of the Project Area by private enterprise; and (c) that the Redevelopment Plan conforms to the general plan for the development of the City as a whole.

Section 3. Findings for the Establishment of Tax Increment Financing District No. 13 - Birdtown Flats

3.01. The Council hereby finds that the District is in the public interest and is a "redevelopment district" under Minnesota Statutes, Section 469.174, Subd. 10 of the Act.

3.02. The Council further finds that the proposed redevelopment would not occur solely through private investment within the reasonably foreseeable future and that the increased market value of the site that could reasonably be expected to occur without the use of tax increment financing would be less than the increase in the market value estimated to result from the proposed development after subtracting the present value of the projected tax increments for the maximum duration of the District permitted by the Tax Increment Financing Plan, that the Plans conform to the general plan for the development or redevelopment of the City as a whole; and that the Plans will afford maximum opportunity consistent with the sound needs of the City as a whole, for the development or redevelopment of the District by private enterprise.

3.03. The Council further finds, declares and determines that the City made the above findings stated in this Section and has set forth the reasons and supporting facts for each determination in writing, attached hereto as Exhibit A.

3.04. REDA elects to calculate fiscal disparities for the District in accordance with Minnesota Statutes, Section 469.177, Subd. 3, clause b, which means the fiscal disparities contribution would be taken from inside the District, although none is anticipated.

Section 4. Public Purpose

4.01. The adoption of the Plans conforms in all respects to the requirements of the Act and will help fulfill a need to develop an area of the City which is already built up, to provide employment opportunities, to improve the tax base and to improve the general economy of the State and thereby serves a public purpose. For the reasons described in Exhibit A, the City believes these benefits directly derive from the tax increment assistance provided under the TIF Plan. A private developer will receive only the assistance needed to make this development financially feasible. As such, any private benefits received by a developer are incidental and do not outweigh the primary public benefits.

Section 5. Approval and Adoption of the Plans

5.01. The Plans, as presented to the Council on this date, including without limitation the findings and statements of objectives contained therein, are hereby approved, ratified, established, and adopted and shall be placed on file in the office of the City Manager.

5.02. The staff of the City, the City's advisors and legal counsel are authorized and directed to proceed with the implementation of the Plans and to negotiate, draft, prepare and present to this Council for its consideration all further plans, resolutions, documents and contracts necessary for this purpose.

5.03 The Hennepin County Auditor (the "Auditor") is requested to certify the original net tax capacity of the District, as described in the Plans, and to certify in each year thereafter the amount by which the original net tax capacity has increased or decreased; and REDA is authorized and directed to forthwith transmit this request to the Auditor in such form and content as the Auditor may specify, together with a list of all properties within the District, for which building permits have been issued during the 18 months immediately preceding the adoption of this resolution.

5.04. REDA and the REDA Executive Director is further encouraged to file a copy of the Plans with the Commissioner of the Minnesota Department of Revenue and the Office of the State Auditor pursuant to Minnesota Statutes 469.175, Subd. 4a.

WHEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED THIS 19TH DAY OF JUNE, 2018.

Regan L. Murphy, Mayor

ATTEST:

Tom Marshall, City Clerk

EXHIBIT A

RESOLUTION NO. _____

The reasons and facts supporting the findings for the adoption of the Tax Increment Financing Plan (TIF Plan) for Tax Increment Financing District No. 13 - Birdtown Flats (District), as required pursuant to Minnesota Statutes, Section 469.175, Subdivision 3 are as follows:

1. *Finding that Tax Increment Financing District No. 13 - Birdtown Flats is a redevelopment district as defined in M.S., Section 469.174, Subd. 10.*

The District consists of seven parcels, with plans to redevelop the area for rental housing purposes. At least 70 percent of the area of the parcels in the District are occupied by buildings, streets, utilities, paved or gravel parking lots or other similar structures and more than 50 percent of the buildings in the District, not including outbuildings, are structurally substandard to a degree requiring substantial renovation or clearance. (See Appendix F of the TIF Plan.)

2. *Finding that the proposed development, in the opinion of the City Council, would not reasonably be expected to occur solely through private investment within the reasonably foreseeable future and that the increased market value of the site that could reasonably be expected to occur without the use of tax increment financing would be less than the increase in the market value estimated to result from the proposed development after subtracting the present value of the projected tax increments for the maximum duration of the District permitted by the TIF Plan.*

The proposed development, in the opinion of the City, would not reasonably be expected to occur solely through private investment within the reasonably foreseeable future: This finding is supported by the fact that the redevelopment proposed in the TIF Plan meets the City's objectives for redevelopment. Due to the high cost of redevelopment on the parcels currently occupied by substandard buildings, the incompatible land uses at close proximity, and the cost of financing the proposed improvements, this project is feasible only through assistance, in part, from tax increment financing. The developer was asked for and provided a letter and a pro forma as justification that the developer would not have gone forward without tax increment assistance.

The increased market value of the site that could reasonably be expected to occur without the use of tax increment financing would be less than the increase in market value estimated to result from the proposed development after subtracting the present value of the projected tax increments for the maximum duration of the District permitted by the TIF Plan: This finding is justified on the grounds that the cost of site and public improvements and utilities add to the total redevelopment cost. Historically, construction costs, site and public improvements costs in this area have made redevelopment infeasible without tax increment assistance. The City reasonably determines that no other redevelopment of similar scope is anticipated on this site without substantially similar assistance being provided to the development.

Therefore, the City concludes as follows:

- a. The City's estimate of the amount by which the market value of the entire District will increase without the use of tax increment financing is \$0.
- b. If the proposed development occurs, the total increase in market value will be \$24,735,280.

- c. The present value of tax increments from the District for the maximum duration of the district permitted by the TIF Plan is estimated to be \$8,680,440.
 - d. Even if some development other than the proposed development were to occur, the Council finds that no alternative would occur that would produce a market value increase greater than \$16,054,840 (the amount in clause b less the amount in clause c) without tax increment assistance.
3. *Finding that the TIF Plan for the District conforms to the general plan for the development or redevelopment of the municipality as a whole.*

The Planning Commission reviewed the TIF Plan and found that the TIF Plan conforms to the general development plan of the City.

4. *Finding that the TIF Plan for the District will afford maximum opportunity, consistent with the sound needs of the City as a whole, for the development or redevelopment of Redevelopment Project No. 13 by private enterprise.*

The project to be assisted by the District will result in increased employment in the City and the State of Minnesota, the renovation of substandard properties, increased tax base of the State and add a high-quality development to the City.

Through the implementation of the TIF Plan, REDA or the City will increase the availability of safe and decent life-cycle housing in the City.



MEMORANDUM

TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: June 19, 2018
RE: "BIRDTOWN FLATS ADDITION" Final Plat

- Park dedication
- Final Plat
- Demolition of the office building at 3735 Lakeland Ave. N.

BACKGROUND:

The Beard Group and Citizen's Independent Bank are platting their land to consolidate their properties and facilitate the Birdtown Flats apartment project. On December 19, 2017, the Council adopted Resolution 7611 shown in **Exhibit 1** approving the preliminary plat and requiring the preparation of a final plat for recording.

ANALYSIS/CONCLUSION:

The title work for the plat is complex and a number of recommendations have been made by the City Attorney and the City Engineer.

A reduction of the plat has been included as **Exhibit 2**. One of the conditions of final plat is that a development agreement be executed by the developer to secure public infrastructure and implement conditions for the development that are not seen on the final plat drawing. The Mayor and City Manager will be authorized to sign the development agreement on behalf of the city.

The subdivision ordinance has a park dedication requirement for larger residential developments. It's typically a mechanism for the provision of neighborhood parks as part of a housing development. Land dedication is required at a ratio of two acres per 100 lots (or dwelling units). A payment can be made in-lieu of land based upon value of the land. The City Council can waive the requirement, especially in consideration that the development is providing on-site recreational amenities.

Lastly, City Code Section 400.01, Subd. 4: Demolition of buildings includes: "The demolition of buildings or structures in the city, except for residential structures, must be approved by the city council."

RECOMMENDATION:

1. By motion, waive the required park dedication based upon the finding that park dedication is not necessary for the protection or promotion of the public health, safety and welfare pursuant to Section 500.31, Subd. 4.
2. Waive the reading and adopt the resolution shown in **Exhibit 3** APPROVING THE FINAL PLAT FOR BIRDTOWN FLATS ADDITION AND AUTHORIZING ITS EXECUTION BY THE MAYOR AND CITY CLERK;
and

3. Waive the reading and adopt the resolution shown in **Exhibit 4** APPROVING DEMOLITION OF OFFICE BUILDING TO MAKE WAY FOR CONSTRUCTION OF BIRDTOWN FLATS APARTMENTS



Marcia Glick, City Manager

CONCURRENCE:



Rick Pearson, Community Development Coordinator

Member Blonigan moved and Member Backen seconded a motion that the following resolution be read and adopted this 19th day of December 2017.

RESOLUTION NO. 7611

**A RESOLUTION APPROVING THE PRELIMINARY PLAT SUBD. 17-1 FOR THE
BIRDTOWN FLATS APARTMENTS REQUESTED BY THE BEARD GROUP**
(The Beard Group)

WHEREAS, The Beard Group has requested approval of a preliminary plat that would consolidate seven parcels of land in partnership with Citizen's Independent Bank to create a 2.24 acre development site for a 152 unit apartment building with a 0.58 acre site remaining for the Citizen's Independent Bank; and

WHEREAS, the Planning Commission conducted a public hearing as required on October 26, 2017; and

WHEREAS, the Planning Commission adopted a motion recommending approval of the preliminary plat based upon the following findings of fact:

- a. That the plat is consistent with the minimum lot standards required in the B-2 limited commercial zoning district;
- b. That revisions to the preliminary plat as recommended by the City Engineer will bring it into compliance with the standards of City Code Section 500.17, once the Engineering Conditions for Preliminary Plat Approval as set forth in Attachment B are incorporated into the Plat; and

WHEREAS, the Council accepts these findings;

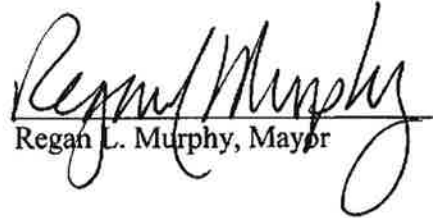
NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Robbinsdale that preliminary plat request Subd. 17-1 as shown in the plan included as "**Attachment A**" is hereby approved pursuant to City Code Section 500.17 with the following conditions recommended by the Planning Commission and City Staff:

1. That a Development Agreement to secure public infrastructure and appropriate securities provided to the City Manager for the development be executed between The Beard Group and the City; and
2. That a final plat be prepared for recording at Hennepin County incorporating the conditions of the preliminary plat; and
3. That compliance is required with Engineering development and Fire Department standards specified in **Attachment B**.

The question was on the adoption of the resolution and upon a vote being taken thereon, the following voted in favor thereof: Rogan, Selman, Backen, Blonigan, Mayor Murphy

and the following voted against the same: None

**WHEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND
ADOPTED THIS 19TH DAY OF DECEMBER, 2017.**


Regan L. Murphy, Mayor

ATTEST:


Tom Marshall, City Clerk
(Seal)

[illegible]



Attachment B

Engineering Department Conditions for Preliminary Plat Approval

Preliminary Plat Easements

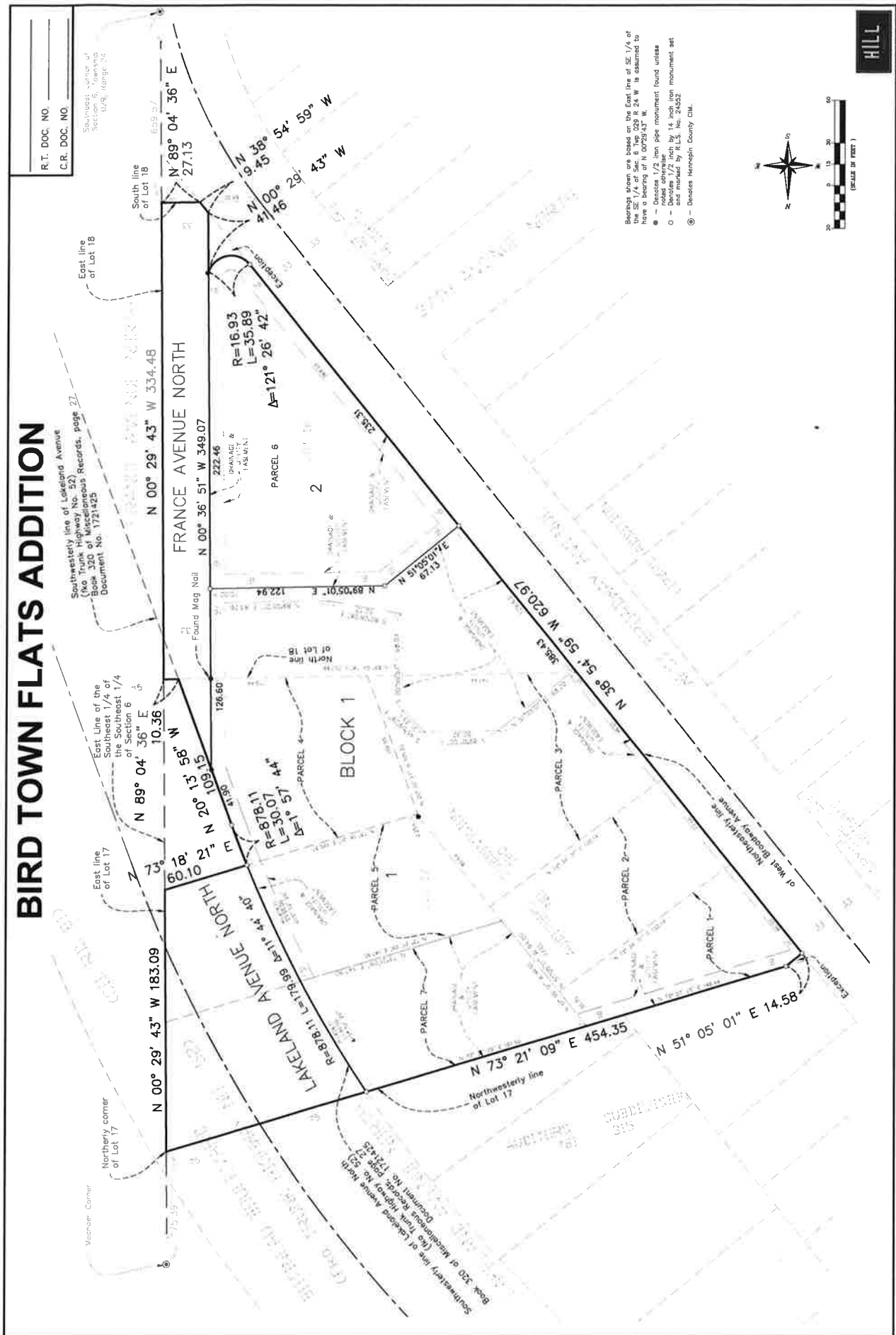
1. The development site will be platted or replatted as one lot (exclusive of Citizen's Independent Bank). A final plat subject to the approval of the City Engineer is required.
2. Approximately 5 to 6 feet of the site along West Broadway is encroached upon by the driveway for 3752 West Broadway and 3747 Lakeland Ave. N. A cross-access easement should be provided for these properties.
3. A cross-access easement is required in favor of Citizen's Independent Bank at 3700 West Broadway.
4. Any private utilities shall require easements.
5. A utility easement shall be provided along West Broadway for transformers and the street lighting cabinet.

R.T. DOC. NO. _____

C.R. DOC. NO. _____

R.T. DOC. NO.	C.R. DOC. NO.
100	100
101	101
102	102
103	103
104	104
105	105
106	106
107	107
108	108
109	109
110	110
111	111
112	112
113	113
114	114
115	115
116	116
117	117
118	118
119	119
120	120
121	121
122	122
123	123
124	124
125	125
126	126
127	127
128	128
129	129
130	130
131	131
132	132
133	133
134	134
135	135
136	136
137	137
138	138
139	139
140	140
141	141
142	142
143	143
144	144
145	145
146	146
147	147
148	148
149	149
150	150
151	151
152	152
153	153
154	154
155	155
156	156
157	157
158	158
159	159
160	160
161	161
162	162
163	163
164	164
165	165
166	166
167	167
168	168
169	169
170	170
171	171
172	172
173	173
174	174
175	175
176	176
177	177
178	178
179	179
180	180
181	181
182	182
183	183
184	184
185	185
186	186
187	187
188	188
189	189
190	190
191	191
192	192
193	193
194	194
195	195
196	196
197	197
198	198
199	199

Southeast corner of
Section 5, Township
079, Range 74



Bearings shown are based on the East line of SE 1/4 of the SE 1/4 of Sec. 6 Twp. 23 R. 24 W. is assumed to have a bearing of N 0°22'43" W.

- — Denotes 1/2 iron pipe monument found unless noted otherwise
- — Denotes 1/2 inch by 14 inch iron monument set and marked by R.L.S. No. 24552
- ⊙ — Denotes Hennepin County C.M.



771H

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 19th day of June 2018.

RESOLUTION NO.

**A RESOLUTION APPROVING THE FINAL PLAT FOR BIRDTOWN FLATS
ADDITION AND AUTHORIZING ITS EXECUTION BY THE MAYOR AND
CITY CLERK**

WHEREAS, the Planning Commission held a public hearing on October 26, 2017 regarding the properties located north of Citizen's Independent Bank at 3700 France Ave. N. and recommended approval with conditions; and

WHEREAS, the City Council gave preliminary plat approval with conditions on December 19, 2017; and

WHEREAS, preparation and recording a final plat for BIRDTOWN FLATS ADDITION is required as a condition of the preliminary plat; and

WHEREAS, the proposed boundary lines as shown on the approved preliminary plat will be permitted by the Council to be recorded at Hennepin County;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Robbinsdale that the final plat for BIRDTOWN FLATS ADDITION (shown in **ATTACHMENT 1**) is hereby approved and the Mayor and City Clerk are authorized to affix their signatures and official seal of the city to said plat pursuant to Section 500.19 of the Robbinsdale City Code with the following conditions:

1. That a Development Agreement to secure public infrastructure and appropriate securities provided to the City Manager for the redevelopment be executed between Robbinsdale Broadway Holdings, LLC and the City;
2. That the final plat be approved by the City Attorney; and
3. That the final plat be recorded at the property owner or developers sole expense at the Hennepin County Recorder and/or the Hennepin County Registrar of Titles.

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

and the following voted against the same:

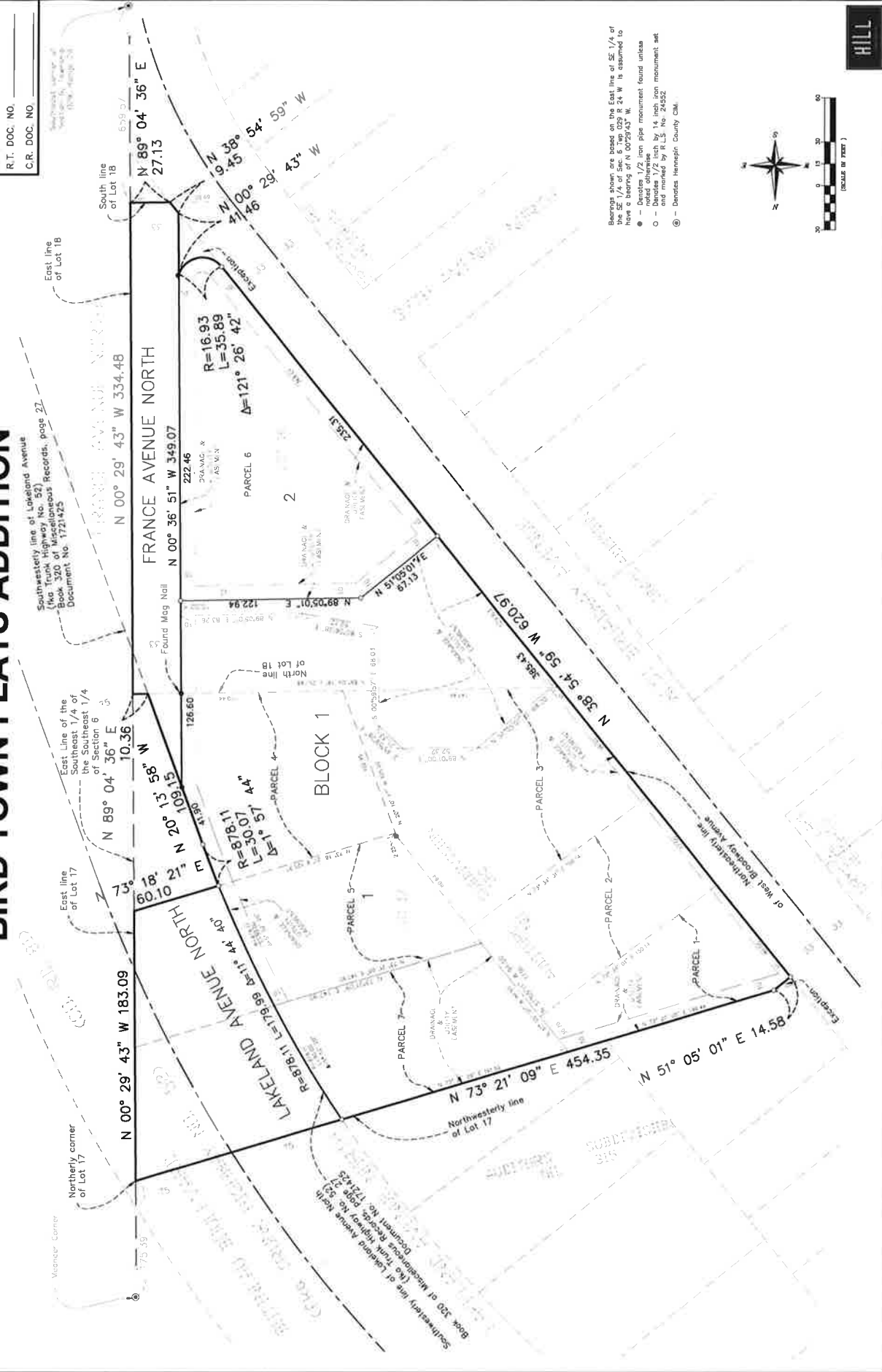
**WHEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND
ADOPTED THIS 19TH DAY OF JUNE 2018.**

Regan L. Murphy, Mayor

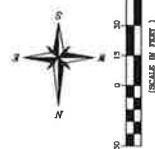
ATTEST:

Tom Marshall, City Clerk
(SEAL)

BIRD TOWN FLATS ADDITION



Bearings shown are based on the East line of SE 1/4 of the NE 1/4 of Sec. 8, T2N, R2E, S4W, as shown to have a bearing of N 00° 29' 43" W.
 ● - Denotes 1/2 inch iron pipe monument found unless noted otherwise.
 ○ - Denotes 1/2 inch iron pipe monument set and marked by L.S. No. 24552.
 © - Denotes Hennepin County CAD.



HILL

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 19th day of June, 2018.

RESOLUTION NO.

**RESOLUTION APPROVING DEMOLITION OF OFFICE BUILDING
TO MAKE WAY FOR CONSTRUCTION OF BIRDTOWN FLATS APARTMENTS**

WHEREAS, Section 400.01, Subd. 4 of the Robbinsdale City Code requires that the demolition of any non-residential buildings be approved by the City Council; and

WHEREAS the City has approved a redevelopment project to be known as Birdtown Flats Apartments on the site combining excess parking at Citizens Independent Bank, the empty office building at 3735 Lakeland Avenue North, and two adjacent residential homes;

WHEREAS, the City Council has reviewed the request and has determined that demolition is appropriate;

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

1. The City Council hereby approves demolition of the structure located on the Property subject to the specifications contained in paragraph 2.
2. The owner of the Property, or its designee, must submit to City staff an application for demolition which will contain at least the following details:
 - Plan for removal of debris;
 - Erosion control plan;
 - Plan for hazardous materials abatement pursuant to applicable law (e.g. asbestos);
 - Details for the disconnection of all city-owned utilities; and
 - Plans to control dust during demolition.
3. Upon submission of an application which contains the above specifications, City staff may issue a permit for the demolition in accordance with the terms herein.
4. City staff is authorized to take any additional action which is necessary or convenient with respect to carrying out the provisions of this Resolution.

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 JUNE, 2018.

Regan L. Murphy, Mayor

ATTEST:

Tom Marshall, City Clerk



City of Robbinsdale

Old Business A

TO: Mayor and City Council

FROM: Marcia Glick, City Manager

DATE: June 19, 2018

RE: Second Reading: Amendment to Intoxicating Liquor Regulations To Amend On-sale Wine License Requirements For Brew pub

Background:

Wicked Wort is exploring the option of converting its current operations from a brewery with a taproom to a brew pub which will also operate as a restaurant. Under Minnesota Statutes, section 340A.24 a brew pub may be issued either a full liquor license or a 3.2 percent malt liquor license. Under their current license, Wicked Wort has not utilized the wholesale option available pursuant to state law. The purpose for converting from a brewery with a taproom license to a brew pub is to allow Wicked Wort to not only sell their own beer on site, but to also sell other alcoholic beverages on-site as well, a practice which is prohibited for breweries with taprooms.

In addition to the change from a brewery with a taproom to a brew pub license, Wicked Wort would also become eligible for an on-sale wine license based upon the fact that they would now also be a “restaurant”. Minnesota Statutes, section 340.404, subd. 5 allows the City to issue an on-sale wine license to a restaurant with seating for at least 25. The City’s current code includes additional requirements which must be met to be eligible for a wine license, namely a requirement that the gross sales of food be at least 75%. One of the proposed changes to be made to the City’s code is to allow a restaurant that is also a brew pub under state law obtain an on-sale wine license with a lower threshold of gross sales related to food.

The first reading of the ordinance held on May 15, 2018 proposed the following changes to city code:

- Add definition of brew pub to Chapter XII Liquor and Beer;
- Add on-sale and off-sale brew pub licenses to those which may be issued by the city;
- Limit the hours for off-sale from brew pubs to mirror the hours of the city’s municipal liquor store;
- Update the on-sale wine license’s definition of “restaurant” to add a second type of restaurant (i.e., those restaurants which also have brew pub licenses) and providing for a different threshold of food and alcohol sales for such establishments; and
- Allow restaurants which are also brew pubs to have a bar or similar location where the primary purpose is to serve alcohol rather than food.

Council members requested additional information on the following items:

- (a) The maximum number of wine licenses that the city may issue; and
- (b) Consideration of whether the City should also include a minimum brewing requirement necessary for a business to be eligible for an on-sale wine license for a restaurant associated with a brew pub.

Discussion:

Since the first reading of the ordinance, staff noted some formatting updates as well as discovering that the state has modified its liquor licensing regulations which has led to some inconsistent cross referencing between the city code and state law..

Pursuant to state law, the lowest tier beer brewing license available is for those brewers who manufacture fewer than 2,000 barrels of malt liquor per year. The next tier license is for brewers who manufacture 2,000 to 3,500 barrels per year. The next tier is for brewers who manufacture more than 3,500 barrels of malt liquor per year. One barrel is generally equivalent to 31 gallons, or two 15.5 gallon kegs.

Amanda Carlyle of Wicked Wort reported that for Brewer's Association membership's the lowest bracket is for those brewers who produce between 0 and 500 barrels per year. She also notes that a lot of brew pub reports show that between 200 and 300 barrels per year is common for brew pubs with 50 to 60 seats. By comparison, Wicked Wort is much larger, offering 203 seats on the main floor alone. If the city council wishes to require a minimum beer production as an additional condition or limitation on the issuance of an on-sale wine license to a restaurant with a brew pub, Steve Carlyle of Wicked Wort has suggested 500 barrels per year as a reasonable threshold.

With respect to the maximum number of on-sale wine licenses which may be issued, state law allows third class cities (including Robbinsdale) to issue 12 on-sale liquor licenses, but this does not include either (i) liquor licenses issued to restaurants; or (ii) on-sale wine licenses issued to restaurants. Based on that, there is no express limit on the number of on-sale wine licenses which may be issued to restaurants within the City.

Neither staff nor Amanda Carlyle has been able to identify any brew pub with an on-sale wine license. We have only found brew pubs with full on-sale intoxicating liquor licenses. The change proposed is a unique approach to allow a larger brewery facility to include wine and cider sales for customers who seek an intoxicating liquor option other than beer in conjunction with the operation of a restaurant. As noted at first reading, other cities require a minimum of 25% of gross receipts attributable to the sale of food. State law now allows those with on-sale wine licenses to serve wine up to 24% alcohol by volume; most cities set the division between on-sale wine and full liquor at 14%. With the evolution of the craft beer industry, the alcohol content of craft beer, hard cider, and wine is similar. Cider is 4-8%; wine is typically 8-12% and craft beer ranges from 5% to 11%.

If this ordinance is approved, Wicked Wort will advance their restaurant build out and apply for the brew pub on- and off-sale licenses and on-sale wine license. They will also need to obtain a brewer's license from the state.

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

Analysis:

Highlights and updates from first reading are noted below. Changes to the ordinance in Exhibit 1 are highlighted in yellow.

The definition of brew pub starts from the state statute and adds clarification the on-sale licenses are for liquor (1 or more because it could be full liquor or 3.2 beer plus on-sale wine).

1200.13 has a formatting correction double underlining new wording in the title and also truncates the Minnesota Statue reference related to the 2015 update of Section 340A.

Two new licenses are added to Robbinsdale's options including on-sale and off-sale brew pub licenses. The only changes are in formatting.

Amendments to the on-sale wine license include two ways that restaurants may qualify for the license, both of which require regular service of meals at tables. The first option is to meet 70% food sales and at least 25 seats requirement. The second option is for a restaurant that is operated in conjunction with a licensed brew pub, producing a minimum of 500 barrels of malt liquor in a year and at least 150 seats for customers, which also allows food trucks, outside food deliveries, and patrons to bring their own meals, to qualify for an on-sale wine license with a smaller food sales percentage. The added minimum production requirement, suggested by the city council at first reading, and higher seating requirement, added by staff, would to prevent a circumstance where a small venue producing a very small quantity of beer could qualify for this class of on-sale wine license.

The renewal section amendment reflects the reports needed based upon the inclusion of two types of restaurant licenses.

Finally 1210.01, subd 6 allows bar service at brew pub restaurants.

Recommendation:

Hold the second reading of Ordinance 18-04 "AN ORDINANCE AMENDING CITY CODE SECTION 1200 TO DEFINE BREW PUB AND OFF-SALE HOURS; SECTION 1205 TO ADD BREW PUB ON AND OFF SALE LICENSE; AND SECTION 1210 ON-SALE WINE LICENSE TO ALLOW AN ON-SALE WINE LICENSE FOR A BREW PUB WITH RESTAURANT FACILITIES" (shown as Exhibit 1.)

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

Marcia Glick, City Manager

Member _____ moved and Member _____ seconded a motion that the following Ordinance, which was given its first reading on May 15, 2018, be given its second reading this 19th day of June, 2018, and that it be adopted.

ORDINANCE NO. 18-04

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

THE CITY OF ROBBINSDALE DOES HEREBY ORDAIN:

Section 1. That the Robbinsdale City Code, Section 1200 is hereby amended by adding the underlined and deleting the ~~stricken~~ material as follows:

1. That section 1200.03 Definitions is amended to add the following definition:

Brew Pub, as used in this Chapter, means a Brewer who also holds one or more retail on-sale licenses and who manufactures fewer than 3,500 barrels of malt liquor in a year, at any one licensed Premises, the entire production of which is solely for consumption on tap at the location where produced, or for off-sale from those licensed premises as permitted in Minnesota Statutes Section 340A.24, Subdivision 2.

2. That section 1200.13 Hours and days of sale is hereby amended to add off-sale Brew Pub sales as follows:

Subd. 3. Off-Sale Brewer Taproom or Off-Sale Brew Pub. Off-sale of malt liquor shall be limited to the legal hours for off-sale at the exclusive liquor store in the city pursuant to Minnesota Statutes Section 340A.301, ~~subd 6d(a).~~

Section 2. That the Robbinsdale City Code, Section 1205.01 is hereby amended by adding the underlined and deleting the ~~stricken~~ material as follows:

1. On-Sale Brew Pub License. This license may be issued to a brew pub that operates a Restaurant in the place of manufacture of malt liquor. This license is subject to Minnesota Statutes, Section 340A.24, and allows the city to issue an on-sale intoxicating liquor license or a 3.2 Percent Malt Liquor License for the brew pub. Sales on Sundays may only occur if a Sunday sales license is obtained from the city.
2. Off-Sale Brew Pub License. This license may be issued to a brew pub that holds

an on-sale brew pub license with the approval of the Commissioner of Public Safety. This license is subject to Minnesota Statutes, Section 340A.24, and allows off-sale of malt liquor produced and packaged on the licensed premises during the legal hours for off-sale at the city's municipal liquor stores. All malt liquor sold at off-sale must be removed from the Premises before closing time of such liquor stores. Growlers only may be sold off-sale on Sundays if a Sunday sales license is obtained from the city. Packaging of malt liquor for off-sale must comply with Minnesota Statutes, Section 340A.285.

Section 3. That the Robbinsdale City Code, Section 1210 is hereby amended by adding the underlined and deleting the ~~stricken~~ material as follows:

Section 1210 – On-sale Wine Licenses

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

Subd. 2. Restaurant. "Restaurant" for the purpose of the on-sale of wine only, means an establishment (i) that is under the control of a single proprietor or manager, (ii) where meals are regularly served at tables to the general public, (iii) which employs an adequate staff for the usual and suitable services of its guests (iv) that provides for seating not fewer than 25 guests at one time for meals, and (v) which meets the gross sales requirements of this subdivision. Except for restaurants with a Brew Pub license meeting specific requirements, described in this section, whose the gross receipts during each license year from the sale of food and nonalcoholic beverages are not may not be less than 70% of it's the restaurant's total gross receipts from the sale of all food and beverages. For restaurants which have a brew pub license according with Minnesota Statutes 340A.24 and which allow on-site city-licensed food trucks (mobile food unit) per Section 1120.04, and at all times allow deliveries from local restaurants as well as allowing patrons to bring their own meals, the gross receipts from the sale of food in a license year shall be at least 25% of the gross receipts from the sale of all food and beverages excluding receipts from malt liquor manufactured on site. For restaurants which have a brew pub license issued pursuant to Minnesota Statutes, section 340A.24, the gross receipts from the sale of food in a license year shall be at least 25% of the gross receipts from the sale of all food and beverages excluding receipts from malt liquor manufactured on site. In order to qualify for the 25% gross receipts threshold provided herein, the restaurant with a brew pub license must meet all of the following criteria (i) produce a minimum of 500 barrels of malt liquor in a year; (ii) provide at least 150 seats for customers (iii) allow food sales by on-site city-licensed food trucks (mobile food unit) per Section 1120.04; and (iv) allow, at all times, deliveries from local restaurants and patrons to bring their own meals to be consumed on the premises.

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

Subd. 4. Renewal. When an application is made for a renewal of an on-sale wine license, the applicant must file with the council a statement made by a certified public accountant that shows ~~(i)~~ the gross revenues required to verify compliance with the ratio of

~~food to alcohol sales in section 1210.01, subd. 2 from the sale of food and nonalcoholic beverages and (ii) the gross revenues from the sale of alcoholic beverages including 3.2 malt liquor at the restaurant for the 12 month next preceding the date of filing the renewal application.~~

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

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

Subd. 7. Hours and days of operation. An on-sale wine establishment may not serve or sell wine to the public during hours when the sale of intoxicating liquor is prohibited by Minnesota Statutes. No special license for Sunday liquor sale is required for the sale of wine on Sundays. The council may restrict a particular license to the sale of wine on days other than Sundays. It is unlawful for wine to be drunk, consumed, served, kept, displayed, or permitted to be on or in any table, booth, bar, or other place in such licensed premises, except the stock of wines stored therein during such times on the premises in such portions thereof as are accessible only to the licensee and the licensee's employees, at which times it is unlawful for wine to be sold.

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

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

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

First Reading: YEAS: Selman, Backen, Blonigan, Mayor Pro Tem Rogan
NAYS: none; ABSENT: Mayor Murphy

Second Reading: YEAS:
NAYS:

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

Regan L. Murphy, Mayor

ATTEST:

Tom Marshall, City Clerk



MEMORANDUM
New Business A

TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: June 19, 2018
RE: Wicked Wort Event on Friday, July 13, 2018

Background

Amanda Carlyle, Wicked Wort Brewing Company, 4165 West Broadway, submitted an application for an event to be held on their parking lot on Friday, July 13, 2018 from 5:00 p.m. until 10:30 p.m. Even though this is scheduled during Whiz Bang Days, it is not an official Whiz Bang Days event. Differences in the two events are the type of music and a smaller expected attendance at the Wicked Wort event. Licenses are required for food sales, temporary liquor sales and entertainment.

Attendance is estimated to be 500 people. No admission fee. Wicked Wort staff will be checking ID's at all locations on the premises where beer will be sold. There will be one food vendor. There will be live entertainment. The application states a 2 piece jazz ensemble. The Block Party was approved with a stage pointing north, which would most likely cause the music to be heard throughout the downtown area.

Staff is concerned that the sound from the Block Party already approved would carry to the Wicked Wort event location. If the Wicked Wort event is approved, Wicked Wort must acknowledge that they are aware of the situation and believe that their event protected by the tent they will have set up will be sufficient buffer.

With the Whiz Bang Days Block Party happening just a half block away people may be going between the two events due to their close proximity. Police presence will be required. Four officers would be assigned to cover both events with Wicked Wort paying the full cost of one officer.

Parking is a concern since the Whiz Bang Days Block Party will be happening at the same time at Hubbard Market Place. Wicked Wort plans to address the parking concerns and considering an incentive for those who use transportation such as UBER, taxi, or LYFT.

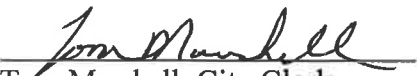
Emergency vehicle access is required to be maintained at all times.

Recommendation

Discuss the event application from Wicked Wort Brewing Company, 4165 West Broadway, for an event to be held on their parking lot on Friday, July 13, 2018 from 5:00 p.m. until 10:30 p.m. with final approval by the Police Chief for staffing requirements and Wicked Wort paying the full cost for one officer.


Marcia Glick, City Manager

CONCURRENCE:


Tom Marshall, City Clerk



City of Robbinsdale

New Business B
MEMORANDUM

TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: June 19, 2018
RE: City of Robbinsdale Comprehensive Annual Financial Report for 2017

Background

The City Council annually acknowledges the receipt of the City's Comprehensive Annual Financial Report (CAFR), Auditor's Management Report and Special Purpose Audit Reports.

Analysis/Conclusion

The City's Annual Financial Report for 2017, the Auditor's Management Report, and Special Purpose Audit Reports on compliance have been distributed to the City Council and are available by request to the Finance Director. Mr. Aaron Nielsen, CPA, of Malloy, Montague, Karnowski, Radosevich & Co., P.A. (MMKR), will make a formal presentation. Aaron currently serves as the audit partner on our audit. This is the fourteenth year that MMKR has audited the City, and Aaron's sixth year as audit partner.

The following portions of the financial report the council may find useful in providing summarized information related to the city financial report:

Letter of Transmittal – pages i – iv,
Management Discussion and Analysis – pages 5 - 15,
Notes to the financial statements - pages 45 - 78,
Divider pages provide an explanation of the funds.

Recommendation

Approve a motion to acknowledge the receipt of the City's Audited Comprehensive Annual Financial Report for the year ended December 31, 2017, Auditor's Management Report, and Special Purpose Audit Reports as submitted by Malloy, Montague, Karnowski, Radosevich & Co., P.A., and direct staff to distribute the report to other agencies as required.

Marcia Glick, City Manager

CONCURRENCE:

Larry S. Jacobson, Finance Director

\\RO-CH1\Groups\FIN\Council\2018 Council\2017 CAFR Acceptance By Council.doc

CITY OF ROBBINSDALE AUDIT REPORT

YEAR ENDED DECEMBER 31, 2017

Aaron J. Nielsen, CPA



AUDITOR'S ROLE

- **Opinion on Financial Statements**
 - Financial statements are fairly presented in accordance with accounting principles generally accepted in the United States of America
- **Internal Controls and Compliance**
 - Financial Statement Audit
 - MN Legal Compliance Audit



AUDIT OPINIONS AND FINDINGS

- **Basic Financial Statements**
 - Unmodified or clean opinion
- **Special Purpose Audit Reports**
 - Reports on Internal Controls and Compliance
 - Based on Financial Statement Audit
 - Report on Compliance with State Laws

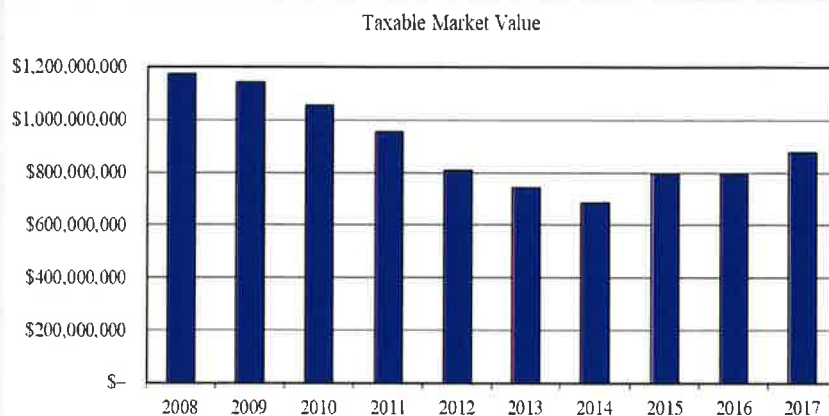


AUDIT OPINIONS AND FINDINGS

- **I/C and Compliance – Financial Statement Audit**
 - 2017-001 Inadequate Segregation of Duties
- **Minnesota Legal Compliance Audit**
 - No instances of noncompliance reported
- **Follow-Up on Prior Year Findings**
 - Only finding in prior year was 2016-001 for Inadequate Segregation of Duties.



TAXABLE MARKET VALUE



TAX CAPACITY RATES

Rates Expressed as a Percentage of Net Tax Capacity

	All Cities State-Wide		Seven-County Metro Area		City of Robbinsdale		
	2015	2016	2015	2016	2015	2016	2017
Average tax rate							
City	46.9	46.5	43.4	43.0	51.1	53.8	50.6
County	44.7	44.1	42.9	42.3	46.4	45.4	44.1
School	27.1	27.5	28.3	28.6	33.2	33.8	31.6
Special taxing	6.9	6.9	8.8	8.7	10.6	10.4	10.2
Total	125.6	125.0	123.4	122.6	141.3	143.4	136.5



REVENUE PER CAPITA

Governmental Funds Revenue per Capita With State-Wide Averages by Population Class

Year	State-Wide		City of Robbinsdale		
	2015	2016	2015	2016	2017
Population	10,000-20,000	10,000-20,000	14,512	14,757	14,704
Property taxes	\$ 414	\$ 432	\$ 395	\$ 393	\$ 416
Tax increments	33	26	24	28	33
Franchise and other taxes	42	43	40	38	40
Special assessments	52	44	62	47	52
Licenses and permits	31	33	33	32	30
Intergovernmental revenues	322	275	186	153	226
Charges for services	85	92	64	86	74
Other	62	57	63	42	48
Total revenue	\$ 1,041	\$ 1,002	\$ 867	\$ 819	\$ 919



EXPENDITURES PER CAPITA

Governmental Funds Expenditures per Capita With State-Wide Averages by Population Class

Year	State-Wide		City of Robbinsdale		
	2015	2016	2015	2016	2017
Population	10,000-20,000	10,000-20,000	14,512	14,757	14,704
Current					
General government	\$ 109	\$ 114	\$ 68	\$ 72	\$ 69
Public safety	244	250	334	337	335
Public works	117	123	110	192	177
Recreation	108	109	78	78	80
All other	70	77	122	98	74
Total current	648	673	712	777	735
Capital outlay and construction	389	370	366	60	76
Debt service					
Principal	178	163	38	40	65
Interest and fiscal	40	38	23	26	25
Total debt service	218	201	61	66	90
Total expenditures	\$ 1,255	\$ 1,244	\$ 1,139	\$ 903	\$ 901



GOVERNMENTAL FUNDS

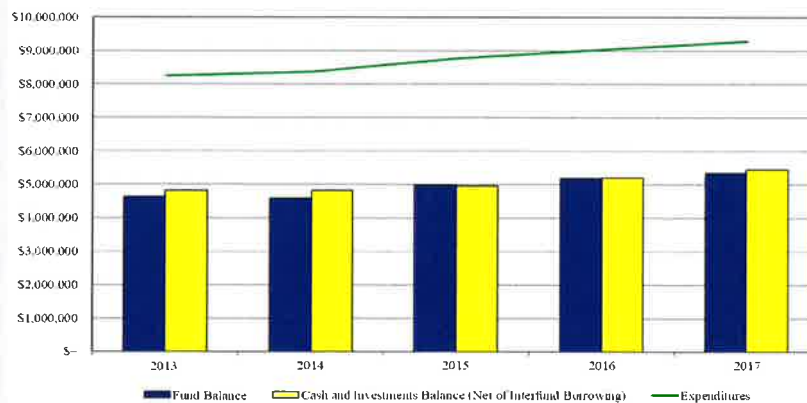
Governmental Fund Changes in Fund Balance

	Fund Balance as of December 31,		Increase (Decrease)
	2017	2016	
Fund balances of governmental funds			
Total by classification			
Nonspendable	\$ 4,000	\$ 1,350	\$ 2,740
Restricted	9,059,322	8,477,498	581,824
Committed	1,591,981	1,330,273	261,708
Assigned	6,139,946	6,171,371	(31,425)
Unassigned	936,625	742,050	194,575
Total - governmental funds	\$ 17,731,964	\$ 16,722,542	\$ 1,009,422
Total by fund			
Major funds			
General	\$ 5,348,760	\$ 5,180,854	\$ 167,906
Special revenue funds			
REDA General Development	7,567,667	7,027,432	540,235
REDA TIF Development	(3,009,001)	(3,170,000)	160,999
Debt Service Fund			
REDA Tax Increment	(971,488)	(965,697)	(5,791)
General	1,457,574	1,427,177	30,397
Capital Project Fund			
Permanent Improvement Revolving	5,868,987	5,777,612	91,375
Nonmajor funds	1,462,465	1,445,164	17,301
Total - governmental funds	\$ 17,731,964	\$ 16,722,542	\$ 1,009,422



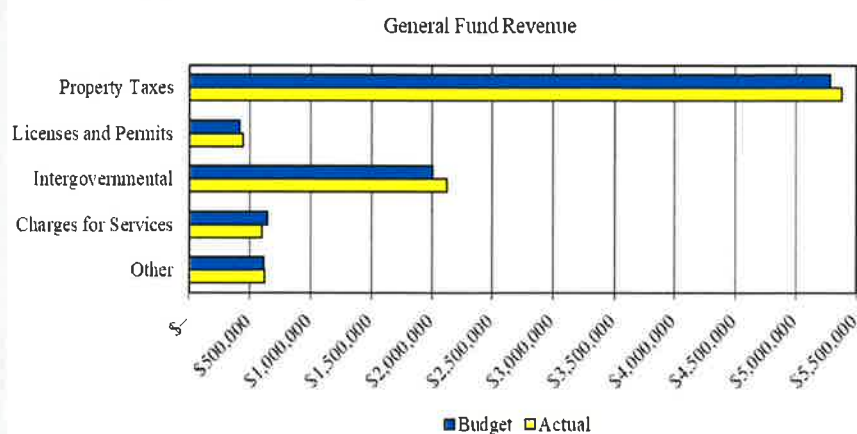
GENERAL FUND FINANCIAL POSITION

General Fund Financial Position
Year Ended December 31.

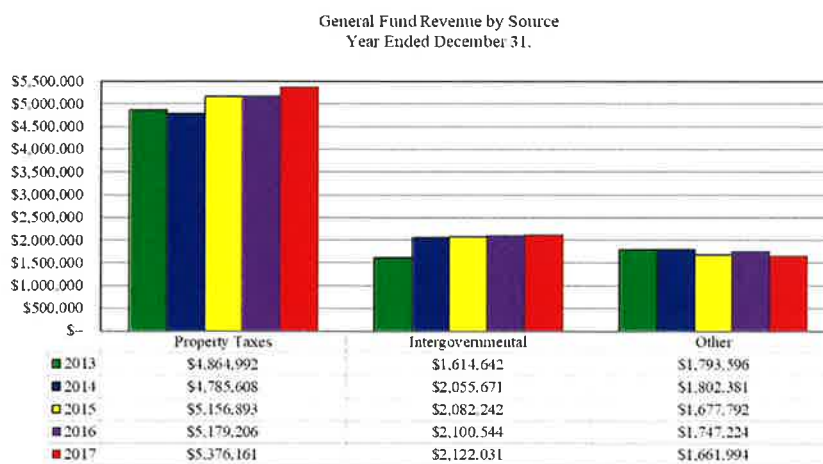




GENERAL FUND REVENUES

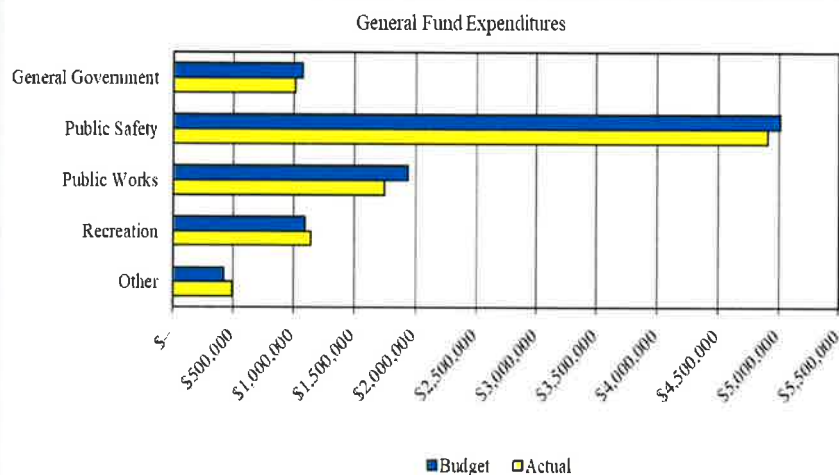


GENERAL FUND REVENUES (CONT.)

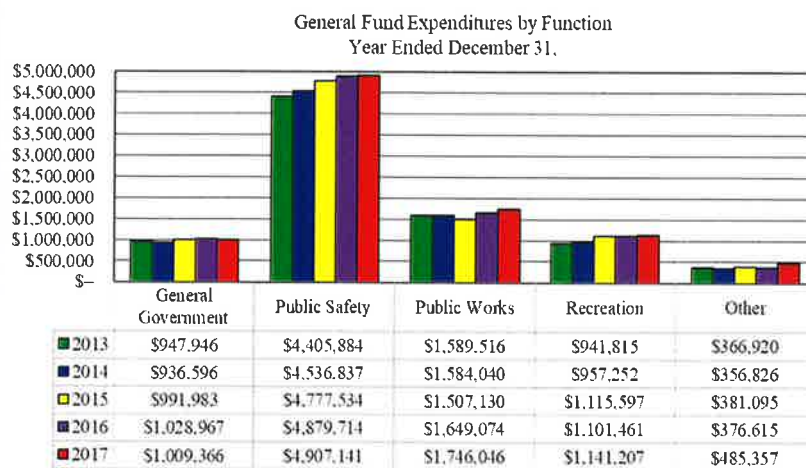




GENERAL FUND EXPENDITURES



GENERAL FUND EXPENDITURES (CONT.)





ENTERPRISE FUNDS

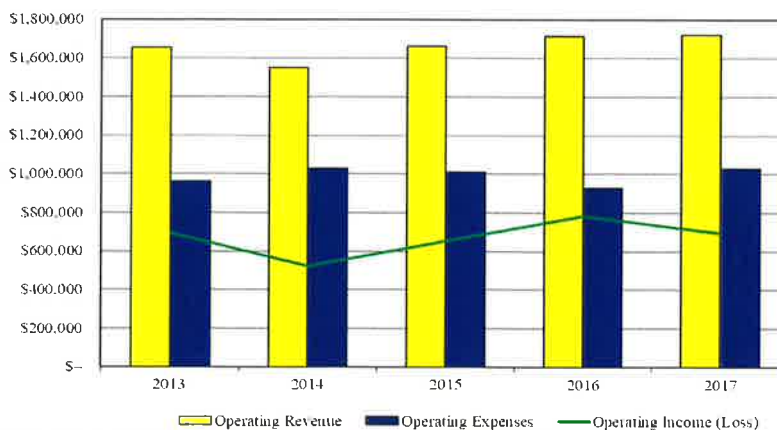
Enterprise Fund Changes in Financial Position

	Net Position as of December 31,		Increase (Decrease)
	2017	2016	
Net position of enterprise funds			
Total by classification			
Net investment in capital assets	\$ 21,009,635	\$ 18,886,770	\$ 2,122,865
Unrestricted	11,078,067	10,750,431	327,636
Total – enterprise funds	<u>\$ 32,087,702</u>	<u>\$ 29,637,201</u>	<u>\$ 2,450,501</u>
Total by fund			
Water Utility	\$ 9,396,390	\$ 8,761,594	\$ 634,796
Sanitary Sewer Utility	7,469,621	7,100,988	368,633
Storm Sewer Utility	7,400,124	6,030,993	1,369,131
Solid Waste Removal	2,504,377	2,631,339	(126,962)
Liquor Operations	966,897	966,878	19
Broadway Court	4,059,331	3,887,417	171,914
Deputy Registrar	290,962	257,992	32,970
Total – enterprise funds	<u>\$ 32,087,702</u>	<u>\$ 29,637,201</u>	<u>\$ 2,450,501</u>



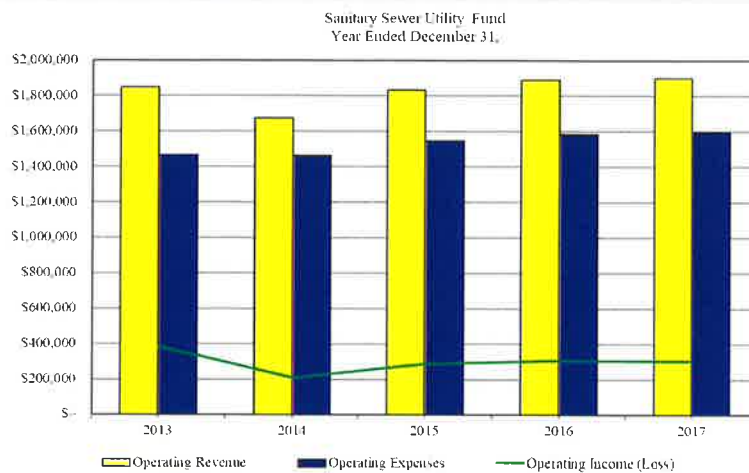
WATER UTILITY FUND

Water Utility Fund
Year Ended December 31,

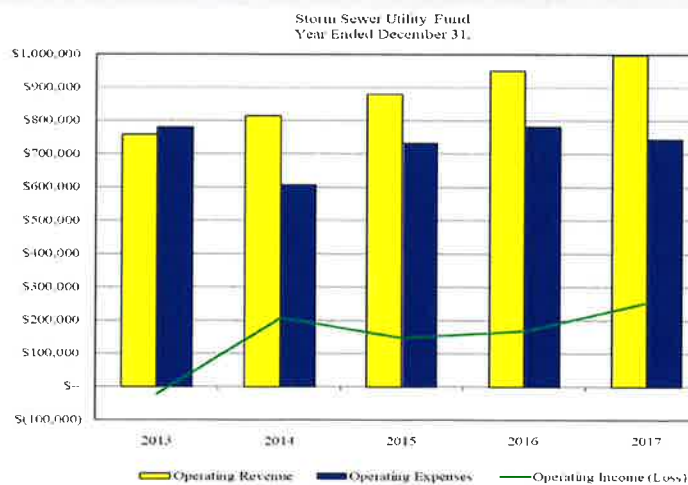




SANITARY SEWER UTILITY FUND

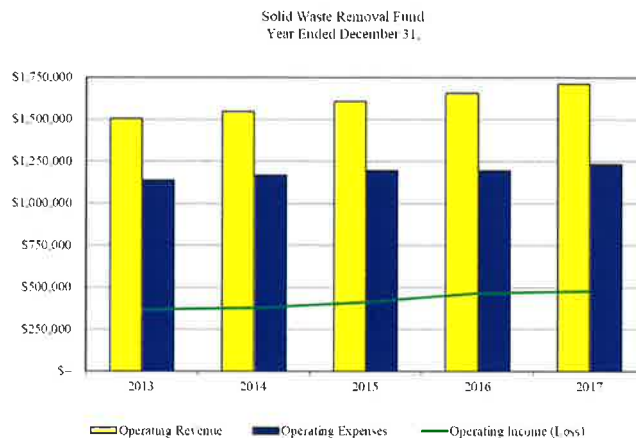


STORM SEWER UTILITY FUND

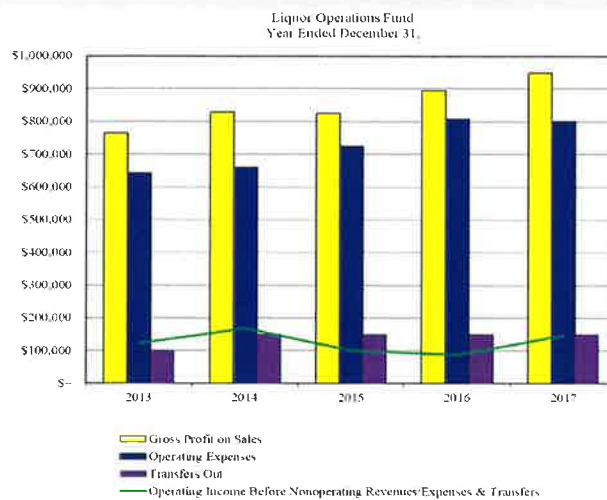




SOLID WASTE REMOVAL FUND

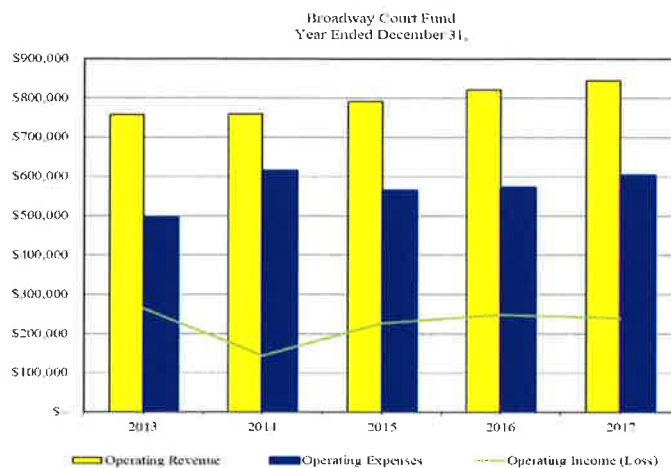


LIQUOR OPERATIONS FUND

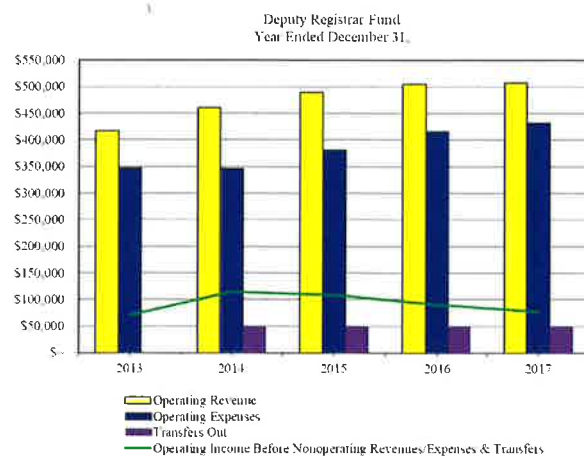




BROADWAY COURT FUND



DEPUTY REGISTRAR FUND





City of Robbinsdale

New Business C
MEMORANDUM

TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: June 19, 2018
RE: Certificate of Achievement for Excellence in Financial Reporting

Presentation

For the 38th consecutive year, the City has been awarded the Certificate of Achievement for Excellence in Financial Reporting for the fiscal year ended December 31, 2016. This award is given by the Government Finance Officers Association of the United States and Canada (GFOA) to governments who meet a stringent set of criteria. The award was established in 1945 and is designed to recognize and encourage excellence in financial reporting by state and local governments throughout the United States and Canada. The City of Robbinsdale received its first award for the year ended December 31, 1979.

(Plaque to be given to the Mayor at the meeting, during the presentation by Finance Director Larry Jacobson)


Marcia Glick, City Manager


Larry S. Jacobson, Finance Director



City of Robbinsdale

New Business D

TO: Mayor and City Council

FROM: Marcia Glick, City Manager

DATE: June 19, 2018

RE: First Reading: Amend the Composition of the Senior Commission
To Remove Requirement for One Commissioner to be from the Senior Club

Background:

The purpose of the Commission is to advise the City Council as to the status and needs of seniors, age 55 and over, in the city and ways in which the needs of seniors may be met. One member of the Commission has been a member of the Senior Club. However, the Senior Club has ceased to exist in response to changes in community interests.

Analysis/Conclusion:

The City Code needs to be updated to remove the requirement for one of the commissioners to be from the Senior Club allowing for a full seven member commission.

Recommendation:

Hold the first reading of the ordinance in Exhibit 1 **“AN ORDINANCE AMENDING CITY CODE SECTION 320 REGARDING COMPOSITION OF THE SENIOR COMMISSION.”**

Marcia Glick, City Manager

Member _____ moved and Member _____ seconded a motion that the following Ordinance, which was given its first reading on June 19, 2018, be given its second reading this _____ day of July, 2018, and that it be adopted.

ORDINANCE NO. 18-__

**AN ORDINANCE AMENDING CITY CODE SECTION 320
REGARDING COMPOSITION OF THE SENIOR COMMISSION**

THE CITY OF ROBBINSDALE DOES ORDAIN: That Robbinsdale City Code Section 320.05 Senior Commission is hereby amended to read as follows:

Subd. 4. Appointments and composition. The Senior Commission consists of seven members. One member is elected by the Commission to serve as chairperson. Members must be at least 55 years of age and be residents of the city. Members are appointed as follows:

- (a) ~~six~~ seven members appointed at large;
- (b) ~~one member from the Robbinsdale Seniors Club as sponsored by the Robbinsdale Park and Recreation Department.~~

Subd. 5. Term.

- (a) Members of the Senior Commission serve for a term of two years. The terms are staggered as follows:
 - (i) ~~one representative from the Robbinsdale Seniors Club and three~~ four representatives appointed at large have terms expiring on December 31, of even numbered years;
 - (ii) three representatives appointed at large have terms expiring on December 31, of odd numbered years.

Section 2. That the following summary clearly informs the public of the intent and effect of the ordinance and is approved for publication: "The purpose of this ordinance is to change the membership requirement for the Senior Commission to remove requirement for one of the members to be from the Senior Club."

First Reading: YEAS:
NAYS:

Second Reading: YEAS:
NAYS:

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

Regan L. Murphy, Mayor

ATTEST:

Tom Marshall, City Clerk

TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: June 19, 2108
RE: Approval of Business Subsidy – ProMeals, LLC

BACKGROUND:

Early this year, ProMeals reported to the Robbinsdale Economic Development Authority (REDA) that in preparing plans to renovate the buildings at 4131-35 W Broadway for relocation of Pig Ate My Pizza they discovered that cost for renovation approached cost for a new building. The REDA agreed to consider a proposal for demolition of the buildings to make way for a new 2-story building for Travail Kitchen and Amusements. Assistance from REDA combined with an Economic Development Infrastructure Fund (EDIF) grant from Hennepin County has been identified to close the gap and allow the redevelopment to move forward.

The assistance would be in the form of an advance of \$314,000 write down of the property purchase price (which ProMeals had been acquiring on a contract for deed) funded by REDA as well as \$139,000 through the Hennepin County EDIF grant to be used for site clearance and preparation. REDA has an existing interfund loan which will be repaid through tax increments collected on the increased value of the Property after completion of the new building; there will also be security in the form of a mortgage on the redevelopment site as well as an Assessment Agreement. The Hennepin County grant and REDA's development agreement require creation and retention of jobs which, if not created and retained, will result in the need to reimburse portions of the grant funding. Additionally the EDIF County grant also provides \$25,000 to cover costs for both the new building and adjacent businesses related to relocation of the Xcel power pole and REDA has approved just over \$10,000 for a similar relocation for the CenturyLink phone/internet connection.

The assistance noted above constitutes a business subsidy within the meaning of the Minnesota Business Subsidy Act. REDA has entered into a Contract for Private Redevelopment with ProMeals which includes a business subsidy agreement in the amount of \$453,000. State Statute requires that the City also approve then business subsidy agreement.

ANALYSIS/CONCLUSION:

Following demolition and site clearance, ProMeals will construct a new building which will contain a full-service restaurant kitchen with distinct dining areas both on the main floor and 2nd floor which includes an open patio. Preliminary plans, reviewed by the Hennepin County assessing staff, indicated a value of at least \$1.5M upon completion. As requirement for the business subsidy, there will be a minimum of 13 new full-time jobs at an average wage of at least \$13.01 per hour (exclusive of benefits) created within 2 years of opening and the new restaurant at 4131-35 W Broadway must remain in operation for a minimum of five years. The County Grant requires the creation and/or relocation of an additional 47 jobs at specified wage levels on the property or within the

area. Failure by ProMeals to achieve these goals could result in repayment of some or all of the business subsidy.

The REDA held a public hearing on the proposed business subsidy on May 8, 2018 and is holding a special meeting prior to tonight's city council meeting to consider final action on the Contract for Private Redevelopment including a business subsidy.

RECOMMENDATION:

By motion, waive the reading and order the adoption of the resolution in **Exhibit 1**, "A RESOLUTION APPROVING A CONTRACT FOR PRIVATE REDEVELOPMENT BY AND BETWEEN THE ROBBINSDALE ECONOMIC DEVELOPMENT AUTHORITY AND PROMEALS, LLC, INCLUDING A BUSINESS SUBSIDY AGREEMENT"

Marcia Glick, City Manager

Exhibit 1

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 19th day of June, 2018.

RESOLUTION NO. _____

A RESOLUTION APPROVING A CONTRACT FOR
PRIVATE REDEVELOPMENT BY AND BETWEEN
THE ROBBINSDALE ECONOMIC DEVELOPMENT
AUTHORITY AND PROMEALS, LLC, INCLUDING A
BUSINESS SUBSIDY AGREEMENT

BE IT RESOLVED by the City Council of the City of Robbinsdale as follows:

Section 1. Recitals.

1.01. The City Council of the City of Robbinsdale (the “City”) established the Robbinsdale Economic Development Authority (“REDA”) to promote development and redevelopment within the community.

1.02. Pursuant to that objective, on June 12, 2012, REDA approved the Redevelopment Plan for Redevelopment Project Area No. 10 (the “Redevelopment Plan”) and the Tax Increment Financing Plan for Tax Increment Financing (Redevelopment) District No. 10 (the “TIF Plan”), thereby establishing Redevelopment Project Area No. 10 (the “Project”) and Tax Increment Financing (Redevelopment) District No. 10 (the “TIF District”).

1.03. On June 12, 2012, the City, following a duly noticed public hearing thereon, approved the Redevelopment Plan and the TIF Plan.

1.04. REDA has caused to be prepared an agreement between REDA and ProMeals, LLC (the “Redeveloper”) outlining the terms and conditions under which REDA is willing to offer financial assistance to the Redeveloper in connection with the redevelopment of the properties located at 4131-4135 W. Broadway in downtown Robbinsdale. That agreement is contained in the document entitled “Contract for Private Redevelopment by and between the Robbinsdale Economic Development Authority and ProMeals, LLC (the “Redevelopment Agreement”).

1.05. The Redevelopment Agreement includes a business subsidy agreement (the “Business Subsidy Agreement”) in compliance with the requirements of Minnesota Statutes, sections 116J.993 through 116J.995 (the “Business Subsidy Act”) and which outlines the terms and conditions of the business subsidy REDA proposes to grant to the Redeveloper.

1.06. In accordance with the Business Subsidy Act, REDA caused a public hearing to be held on May 8, 2018 to consider granting the business subsidy. Notice of the public hearing was published as required and a summary of the terms and conditions of the business subsidy was made available to interested parties.

1.07. REDA held a public hearing on the granting of the business subsidy and approved the Business Subsidy Agreement on this date after all interested parties were heard orally or in writing.

Section 2. City Approval.

2.01. The Redevelopment Agreement is hereby approved.

2.02. The Business Subsidy Agreement is hereby approved.

The question was on 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 JUNE, 2018.

Regan L. Murphy, Mayor

ATTEST:

Tom Marshall, City Clerk



City of Robbinsdale

Other Business A

MEMORANDUM

TO: City Council
FROM: Marcia Glick, City Manager
DATE: June 19, 2018
RE: Voucher Requests Pending Approval for Disbursement

The check register dated June 19, 2018 reflects the voucher requests pending approval for disbursement.

The check register dated June 6, 2018 through June 19, 2018 is a list of vouchers requiring payment for City funds, Deputy Registrar, liquor, and miscellaneous purchases. The payments are required prior to the next Council meeting.

Recommendation

By motion approve disbursement requests for period ending June 19, 2018.

Marcia E. Glick

Marcia Glick, City Manager

CONCURRENCE:

Larry Jacobson

Larry Jacobson, Finance Director