



CITY COUNCIL MEETING
July 17, 2018
4100 Lakeview Avenue North
Robbinsdale, Minnesota
7:00 p.m.

A G E N D A

CITIZEN PARTICIPATION

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

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

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

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

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

- 1. CITY COUNCIL MEETING CALLED TO ORDER
- 2. ROLL CALL: Rogan, Selman, Backen, Blonigan, Mayor Murphy
- 3. **MICROPHONE CHECK:** Blonigan, Rogan, Selman, Backen, Mayor Murphy
- 4. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE CITY COUNCIL ON MATTERS NOT ON THE AGENDA
- 5. APPROVAL OF THE JULY 17, 2018 MEETING AGENDA

CITY COUNCIL MEETING AGENDA

July 10th, 2018

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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:
7.
 - A. Motion to approve and order placed on file minutes of the City Council meeting on 07/10/18 and minutes for regular work session 07/10/18 . 1-6
 - B. Motion to approve issuance of licenses from list dated 07/17/18. 7-8
 - C. Motion to approve the event application submitted by Wicked Wort Brewing Company, 4165 West Broadway, for an event to be held on their parking lot on Saturday, August 11, 2018 from 12:00 noon until 11:00 p.m. conditioned upon meeting all city and staff requirements. 9
 - D. Motion to approve the request for the Robbinsdale Chamber of Commerce to hold their annual event on Monday, September 10, 2018, from 5:30 p.m. to 7:30 p.m. (road closure 5:00 p.m. to 8:00 p.m.) on West Broadway from the Walgreens Rx pick-up driveway to 42nd Avenues, and 41 ½ Avenue from West Broadway to Hubbard, and direct staff accordingly. 10
 - E. Motion to approve National Night Out Parties 11
 - F. Motion to approve Kate Croteau as City Clerk commencing July 19, 2018. 12
 - G. Motion to appoint Mike Kennedy to Park, Recreation and Forestry Commission – Ward 4 13-14
8. PRESENTATION
 - A. Jonathan Hartman – Waste Management Report on Recent Service issues 15
9. PUBLIC HEARING

There are no public hearings
10. OLD BUSINESS

There is no old business

CITY COUNCIL MEETING AGENDA

July 10th, 2018

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11. NEW BUSINESS

- A. Award of Contract for purchase of Fire Truck – Pierce Multi-Purpose Response Vehicle 16-18 (Res 18)

1. Motion to waive the reading and order the adoption of Resolution No. XXXX "A RESOLUTION ACCEPTING THE BID AND AWARDING A CONTRACT FOR FIRE TRUCK – MULTI PURPOSE RESPONSE VEHICLE.
2. Authorize the City Manager and Finance Director to issue a Purchase Order to Pierce Manufacturing Inc. for the purchase of loose equipment for the fire truck in the amount of \$18,739.

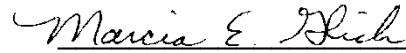
12. OTHER BUSINESS

- A. Voucher Request Pending Approval for Disbursement 19
- Motion to approve disbursement requests for period ending 7/17/18.

13. ADMINISTRATIVE REPORTS

14. COUNCIL GENERAL COMMUNICATIONS

15. ADJOURNMENT



Marcia Glick, City Manager

ITEMS PENDING OR UNDER STUDY FOR COUNCIL CONSIDERATION

ITEM	DEPARTMENT RESPONSIBILITY	ANTICIPATED AGENDA DATE
Alley Project Feasibility	Public Works	8-6-18

**City of Robbinsdale
CITY COUNCIL MINUTES
July 10, 2018
Meeting No. 14**

CALL TO ORDER

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

ROLL CALL

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

OPPORTUNITY FOR THE PUBLIC

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

APPROVAL OF AGENDA

4. Glick reported the addition of updated license list for Consent C, corrected resolutions for Consent L, Consent M, & Consent P, and addition of Consent Agenda item Q – change order for the storm water pipe project at Hy-Vee Site related to on-site conditions.
5. 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

6. Member Selman **MOVED**, seconded by Member Backen to approve the Consent Agenda. **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 06/19/18.
- B. Motion to acknowledge the receipt and placing on file minutes of the following Commissions and Boards:
Park/Recreation/Forestry Commission Minutes of April 24, 2018
Planning Commission Minutes on May 17, 2018
- C. Motion to approve issuance of licenses from list dated 07/10/18.
- D. Motion to waive the reading and order the adoption of Resolution No. 7655 "A RESOLUTION AUTHORIZING DEMOLITION OF BUILDING AT 4131-35 WEST BROADWAY"

- E. Motion to hold the 2nd reading of Ordinance No. 18-06 "AN ORDINANCE AMENDING CITY CODE SECTION 320 REGARDING COMPOSITION OF THE SENIOR COMMISSION"
- F. Motion to waive the reading and order the adoption of Resolution No. 7656 "A RESOLUTION APPOINTING ELECTION JUDGES FOR THE PRIMARY ELECTION AUGUST 14, 2018 AND GENERAL ELECTION NOVEMBER 6, 2018"
- G. Motion to concur with the recommended adjustment to the City Manager's compensation and authorize Council Member William A. Blonigan and Council Member Dan Rogan to execute the attached Employment Agreement – 2018-19 Supplement
- H. Motion to acknowledge the Robbinsdale Wine & Spirits financial reports for the month of May, 2018
- I. Motion to acknowledge the Deputy Registrar's financial reports for the month of May 2018
- J. Motion to approve the May 2018 payment for City credit card charges.
- K. Motion to acknowledge the financial reports for the quarter ended March 2018.
- L. Motion to waive the reading and adopt Resolution No. 7657 "Approving the Final Plat for Birdtown Flats Addition and Authorizing its Execution by the Mayor and City Clerk.
- M. Motion to waive the reading and concur with the Planning Commission by adopting the Resolution No. 7658 "Approving Variance Request V18-4 To Reduce Rear Yard Setbacks to Allow Construction of a Four Season Porch and a Deck at 4317 Twin Oak Lane."
- N. Items related to Hy-Vee Development Plat and Public Access
 - 1. Motion to waive the reading and adopt Resolution No. 7659 "APPROVING THE FINAL PLAT FOR ROBBINSDALE MALL THIRD ADDITION AND AUTHORIZING ITS EXECUTION BY THE MAYOR AND CITY CLERK" and
 - 2. Motion to authorize the Mayor and City Manager to execute the First Amendment to Public Access Agreement between Hy-Vee, North Memorial Health Care, City of Robbinsdale and Inland Development

Partners, subject to additional corrections identified by the City Attorney.

- O. Motion to approve the event application submitted by Travail Kitchen, 4124 West Broadway, to use Lakeview Terrace Park for their annual event on Saturday, August 18, 2018, with the park available for event set-up Friday, August 17 after 12:00 noon and take-down completed by 12:00 noon on Sunday, August 19.
- P. Motion to waive the reading and order the adoption of Resolution No. 7660 "A Resolution Updating the Capital Assets Policy."
- Q. Motion to authorize the City Manager to sign Change Order No. 1 for Replacement of Stormwater Pipe at Hy-Vee Site – City Project No. 72818, for a total estimated additional cost not to exceed \$42,000.00

PRESENTATION A: Liberians In Minnesota Celebration

- 7. Glick reviewed the upcoming celebrations on July 25-29, 2018. The expected presenter was not in attendance.

PUBLIC HEARING A: City Charter Amendment No. 36

- 8. Glick reviewed the staff report noting that the purpose of the Charter Amendment is to bring the document into compliance with state law regarding timing of special elections and canvassing of elections.
- 9. Mayor Murphy opened the public hearing for the proposed Charter Amendment No. 36. No one came forward.
- 10. Member Backen **MOVED**, Second by Selman to close the public hearing. **The vote was unanimous and the motion carried.**
- 11. Member Backen **MOVED**, seconded by Member Rogan to hold the first reading of Ordinance No. 18-07, Charter Amendment No. 36 "AN ORDINANCE AMENDING VARIOUS SECITONS OF THE ROBBINSDALE CITY CHARTER."
The vote was unanimous and the motion carried.

OTHER BUSINESS A: Motion to approve disbursement requests for period ending 07/10/18.

12. Member Rogan **MOVED**, seconded by Member Backen to approve disbursement requests for period ending 07/10/18. **The vote was unanimous and the motion carried.**

ADMINISTRATIVE REPORTS

13. Glick reported that the Whiz Bang Days Block party on July 13th had been anticipated to start at 6 pm. The event is now planned to start at 5:30 p.m. Typically the council approval concern is raised for the end time due to the noise restrictions after 10 pm.
14. Glick reported that the work on the Twin Lakes Boat Launch has been pushed back to start around July 23rd and finish by September 23rd.
15. Glick reported that the city council would be holding its regular monthly work session at the conclusion of the meeting. She also noted that the next City Council meeting will be next week on July 17th. Waste Management will be at the July 17th meeting to address recent service concerns.

COUNCIL COMMUNICATIONS

16. Blonigan noted that residents do have a right to a fly tight cover on their garbage cans related to proper sanitation. Glick confirmed that if a cart needs to be replaced, the resident should call city hall.
17. Selman thanked those who signed up to serve as election judges.
18. Selman noted that Whiz Bang Days starts Thursday. Shirts and buttons are for sale and there is also a way to donate to the celebration on the Whiz Bang Days website.
19. Backen wished everyone a Happy Whiz Bang Days. He also reminded everyone of the LRT Station Area Workshop on Wednesday July 18th which will include a hands on interactive exercise exploring various redevelopment options.
20. Murphy asked people to let new neighbors know about Whiz Bang Days events and encourage them to participate.

ADJOURNMENT

21. Member Selman **MOVED** seconded by Member Rogan to adjourn the meeting at 7:16 p.m. **The vote was unanimous and the motion carried.**

Marcia Glick, Recorder

Regan L. Murphy, Mayor

ROBBINSDALE CITY COUNCIL
WORK SESSION MINUTES
TUESDAY, JULY 10, 2018
COMMUNITY MEETING ROOM
CITY HALL

1. The work session was called to order by Mayor Pro Tem Rogan at 7:20 p.m.
2. Councilmembers Present: Blonigan, Rogan, Selman, Backen, Mayor Murphy
Staff Present: Marcia Glick, City Manager

DISCUSSION: Organics Recycling Options

3. Glick provided an update: WM is only interested in rolling out one city-wide subscription option – not some using bags and some using carts. They also found that a smaller capacity cart was available but the footprint was the same and therefore not considered an option. As previously quoted, the blue bag subscriber option would be \$1.70 per month plus the cost of bags at \$1 each. . The cart option was \$3.25 per month for subscribers. Further information would still be needed on the number of subscribers required to roll out the program.
4. Glick reported that Waste Management will be addressing the City Council at the July 17th meeting to discuss on-going service issues resulting in unfinished routes both garbage and recycling. Given current service concerns she recommended against moving forward to add an additional service at this time.
5. Rogan will check with the county on the possibility of grant funding for a two tracked pilot. Staff will ask Waste Management to explain on July 17th why a pilot testing both options isn't a good idea.

INFORMATION: Alley project Shoreline Drive/Beard/40th to 41st

6. Glick shared that a letter had been sent to all residents abutting the alley regard potential reconstruction of this alley given the alley condition. Residents were asked that they provide comments by July 20th and the feasibility report will be on the August 6th City Council agenda.

MONTHLY UPDATE: Problem Properties

7. Glick distributed the list of problem properties which will be attached to the agenda packet. Council members asked about some properties where action had been expected to be imminent at the June meeting and which still had the same report- specifically 3821 Noble where a new owner was expected but a resident had just emailed photos to a council member showing on-going concerns. Council also asked how often residents were cited for unlicensed dogs.

MONTHLY UPDATE: 2018 Goals

8. Glick noted the highlighted areas on the report which will be attached to the agenda packet.
9. Council members requested an update on the wayfinding signage at 36th & Noble.

OTHER BUSINESS

10. Council members asked if France by 36th would be repaved prior to the opening of the Hy-Vee and also noted that the sidewalk along France next to Hy-Vee was in very poor condition.
11. Council forwarded a neighbor concern about the exterior condition of 2601 Zenith – holes in the siding.

ADJOURNMENT

12. Mayor Pro Tem Rogan adjourned the work session at 8:00 p.m.

Marcia Glick, Recorder

Dan Rogan, Mayor Pro Tem

MEMORANDUM

TO: Mayor and City Council

FROM: Marcia Glick, City Manager

DATE: July 17, 2018

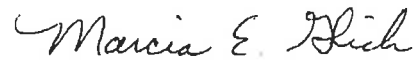
RE: Approval of Licenses

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.

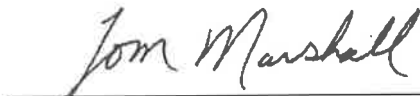
Recommendation:

By motion approve issuance of licenses dated July 17, 2018.



Marcia Glick, City Manager

CONCURRENCE:



Tom Marshall, City Clerk

BUSINESS LICENSES FOR COUNCIL APPROVAL

07/17/2018

Current Date: 7/12/2018

License Type

Restaurant/Cafe

Applicant

Marna's Cafe

License Fee

150.00

Number of Licenses Requesting Council Approval:

1

CONTRACTORS' LICENSES FOR COUNCIL APPROVAL

07/17/2018

Applicant

ALL PRIDE PLUMBING INC

SUNBURST HEATING & A/C INC

Type

Plumbing Contractor

Mechanical Contractor

License Fee

50.00

50.00

Number of Contractor Licenses Requesting Council Approval:

2

INDIVIDUAL LICENSES FOR COUNCIL APPROVAL

07/17/2018

Current Date: 7/17/2018

Type

Transient Merchants - Solicitations

Applicant

Bubba's Fusion BBQ

License Fee

25.00

Number of Licenses Requesting Council Approval:

1



City of Robbinsdale

Consent C

MEMORANDUM

TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: July 17, 2018
RE: Wicked Wort Event on Saturday, August 11, 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 Saturday, August 11, 2018 from 12:00 noon until 11:00 p.m. Licenses are required for food sales, temporary liquor sales and entertainment. Staff is in the process of reviewing the applications. The Public Safety Open House is scheduled on this day also, which has already been approved by Council.

Attendance is estimated to be 1,000 people. No admission fee. Wicked Wort staff will be checking ID's at all locations on the premises where beer will be sold. It is anticipated that there will be food vendors who will need to apply for appropriate licensing. There will be live entertainment from 2:00 p.m. until 11:00 p.m. They are also planning for games/activities, such as an inflatable and dunk tank.

In addition to donating \$1 for each Birdtown Blonde beer sale, the fire relief association will be doing recruitment for fire fighters at the event as well as accepting donations for the relief associations and selling their t-shirts.

Police presence will be required. Two officers would be assigned with the city covering half of the cost for the officers for the community event.

There will be no street closure. Emergency vehicle access is required to be maintained at all times.

Recommendation

Approve the event application from Wicked Wort Brewing Company, 4165 West Broadway, for an event to be held on their parking lot on Saturday, August 11, 2018 from 12:00 noon until 11:00 p.m. conditioned upon meeting all city and staff requirements.

Marcia Glick, City Manager

MEMORANDUM

TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: July 17, 2018
RE: Annual Chamber of Commerce Meet and Greet

Background:

The Robbinsdale Chamber of Commerce submitted a block party application for their annual event, "Robbinsdale Main Street Meet and Greet". They have requested permission to block West Broadway from the Walgreens Rx pick-up driveway to 42nd Avenue, and 41 ½ Avenue from West Broadway to Hubbard, on Monday, September 10, 2018 from 5:00 p.m. to 8:00 p.m. The event hours are 5:30 p.m. to 7:30 p.m.

Adjacent restaurants have provided food service in the past. Special event licensing is obtained from Hennepin County that covers the food vendors at this event.

The Police Chief approved the application. The Public Works Director/City Engineer approves and notes that this is a State Aid street, but the requested closure conforms to City Council adopted policy. Barricades will be used at 42nd Avenue North and at the Walgreens Rx pick-up driveway.

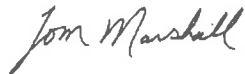
Recommendation:

By motion, approve the request for the Robbinsdale Chamber of Commerce to hold their annual event on Monday, September 10, 2018, from 5:30 p.m. to 7:30 p.m. (road closure 5:00 p.m. to 8:00 p.m.) on West Broadway from the Walgreens Rx pick-up driveway to 42nd Avenues, and 41 ½ Avenue from West Broadway to Hubbard, and direct staff accordingly.



Marcia Glick, City Manager

CONCURRENCE:



Tom Marshall, City Clerk

MEMORANDUM

To: Mayor and City Council
From: Marcia Glick, City Manager
Date: July 17, 2018
Subject: Approval of Block Party Requests for National Night Out (8-7-18)

Background

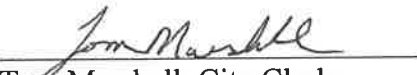
National Night Out is Tuesday, August 7, 2018. There are applications still being reviewed by the Police Chief and Public Works Director/City Engineer. The most current list will be distributed at the meeting.

Recommendation

By motion approve the requested block parties for National Night Out.


Marcia Glick, City Manager

CONCURRENCE:


Tom Marshall, City Clerk

2018 National Night Out Approved Applications

2600 block of Parkview Blvd

2700 block of Meridian Dr.

2700 block of Parkview Blvd

2700 block of York Ave

3100 block of Drew Ave

3400 block of Halifax Ave

3500 block of 31st Ave

3500 block of McNair Dr.

3600 & 3700 block Abbott Ave

3600 block of Halifax Ave

3600 block of Major Ave

3600 block of Perry Ave

3700 block of Hubbard Ave

3700 block of Orchard Ave

3800 block of Unity Ave

3800 block of Xenia Ave

3800 block of Zenith Ave

3900 block of Noble Ave

3900 block of York Ave

3900 block Zane Ave

4000 block of Beard Ave

4000 block Hubbard Ave

4000 block of Perry Ave

4100 block of Abbott Ave

4100 block of Quail Ave

4100 block of Xenia Ave

4100 block of Zenith Ave

4200 block of 40th Ave

4200 block of Abbott Ave

4200 block of Beard Ave

4300 block of 43rd Ave

4300 block of Abbott Ave

4300 block of Twin Oak Ln

4300 block Unity Ave

4300 block of West Broadway

4300 block of Robins Landing

4400 block of 36th Ave

4400 block of Drew Ave

4500 block of Beard Ave

4500 block of Robin Cir

4600 block of Chowen Ave

5300 block of 45th Ave



City of Robbinsdale

Consent F

MEMORANDUM

TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: July 17, 2018
RE: City Clerk Appointment

Background

The Robbinsdale City Charter provides that the City Clerk is appointed by the City Manager with the advice and consent of the City Council. Tom Marshall's last day working for the City of Robbinsdale is July 18, 2018.

Analysis/Conclusion

Kate Croteau's employment with the City of Robbinsdale will begin July 16, 2018 as Assistant To City Manager – Human Resources. Kate's most recent position was Human Resources Director at Hanover Park, Illinois a community of over 37,000 located 17 miles from O'Hare.

Recommendation

Motion to affirm the action of the City Manager's appointment of Kate Croteau as City Clerk commencing July 19, 2018.

Marcia Glick, City Manager



City of Robbinsdale

Consent G

MEMORANDUM

To: Mayor and City Council
From: Marcia Glick, City Manager
Date: July 17, 2018
Subject: Appointment of Parks, Recreation and Forestry (PRF) Commissioner

Background

The Parks, Recreation and Forestry (PRF) consists of 7 Commissioners, three are at-large. Each term is for two years, or to the end of an unexpired term.

Analysis/Conclusion

Attached is the application of Mike Kennedy. Pat Backen has reviewed the application and recommends the appointment to serve on the PRF Commission.

Recommendation

By motion, appoint Mike Kennedy to the PRF Commission for a term to commence July 17, 2018.

Marcia Glick, City Manager

APPLICATION FOR APPOINTMENT
TO ROBBINSDALE CITY COMMISSION

NAME Mike Kennedy ADDRESS [REDACTED]

PHONE: (Home) [REDACTED] (Work)

EMAIL [REDACTED]

RESIDENT OF ROBBINSDALE SINCE (Year) 2+ WARD:

OCCUPATION Creative Design/Real Estate EMPLOYER Self/Keller Williams

COMMISSION YOU ARE SEEKING Parks and Rec

For the Senior Commission, you must be over 55 years old. If seeking a position on the Senior Commission, you must initial here to indicate that you meet that qualification:

EDUCATION: (Please indicate highest grade completed or highest degree and major course of study.)

BS in Journalism and Mass Communication from University of Wisconsin-Milwaukee

CIVIC AND OTHER ACTIVITIES: (Please list past and present civic activities and organizational memberships, particularly those which may be relevant to the appointment you are seeking.)

I like to be active in my community. I own multiple properties and have a passion for the communities I live and work in.
I have applied for board positions in the past with a variety of organizations without success but have been
very involved in non-profit and volunteer organizations in the past including Habitat for Humanity,
Second Harvest Heartlands, Twins Community Fund and am a member of the Robbinsdale Little League
board for the upcoming season.

COMMENTS: (Please briefly describe other qualifications, experiences and other information which you would like to have considered or which you believe are particularly relevant to the appointment you are seeking. Use additional pages if necessary.)

I am a relationship builder and networker. I have a great passion for helping people and being involved
in my community.

Please return to City Clerk's Office - 4100 Lakeview Avenue North, Robbinsdale, Minnesota 55422
Phone: 763-537-4534 Fax: 763- 531-1291

October 2016

Jason Hartman from Waste Management will address the City Council on recent service problems and also answer questions regarding future organics recycling options.



MEMORANDUM

To: Mayor and City Council Members
From: Marcia Glick, City Manager
Date: July 17, 2018
Re: Award of Contract for Purchase of Fire Truck – Pierce Multi Purpose Response Vehicle

Background

During the 2017 and 2018 Budget and Capital Improvement Plan work sessions, the Fire Department addressed a need to acquire a new Fire Truck – Multi Purpose Response Vehicle. The new truck would replace an existing 29 year-old pumper, (1990 Pierce Pumper Engine 9). The cost for the Fire Truck was estimated at \$750,000.

State statutes provide that the City may contract for the purchase of equipment without regard to competitive bidding requirements if the purchase is through a national municipal association's purchasing alliance or cooperative that purchases items from more than one source on the basis of competitive bids. The Fire Department utilized a purchasing alliance, known as the Houston Galveston Area Council (H-GAC) for competitive published pricing for this request.

Funding for the Fire Truck has been identified in the Capital Improvement Plan (CIP) to involve the selling of Certificates of Indebtedness that will be repaid with an Ad Valorem Property Tax Levy in the amount of \$500,000 and the remaining balance from the Equipment Replacement Fund. Alternate funding sources are also being reviewed and could involve the use of a portion of the General Fund Reserves. The certificates have not been issued at this time. The CIP planning had expenditures scheduled for 2019. An additional bond reimbursement resolution will be presented to provide for financing the prepayment of the purchase in 2018 to take advantage of the discount savings being offered. The current plan for the certificates is that that they would be fully repaid in five years.

Analysis/ Conclusion

Pricing for the Fire Truck was received from Pierce Manufacturing Inc., (represented by McQueen Emergency Group).

Base Bid	\$745,483.00
Discounts Available	
Chassis pre-pay	(10,708.00)
Full Amount pre-pay	<u>(14,315.00)</u>
Net Base Bid for Vehicle	<u>\$720,460.00</u>
Loose Equipment Bid	<u>\$18,739.00</u>
Total Net	<u>\$764,422.00</u>

The maximum discount provides for pre-payment of the contract in full within 20 days of contract signing. Pierce's discount is equivalent to 3.35% over 12 months. Delivery of the equipment is scheduled for August 2019. This is a reasonable rate discount for the use of funds. Final discounts are adjusted at delivery date.

Members of the Fire Department reviewed the equipment specifications submitted by Pierce Manufacturing Inc., and are recommending that the City Council award the bid to Pierce Manufacturing Inc., including acquiring loose equipment through them. Staff also recommends that all available discounts be taken.

The contract does not include a provision for a trade in allowance. McQueen representatives have recommended that the city may be able to best maximize the value of the old equipment through the use of a government surplus auction site based on their prior experience. This option will be explored.

Recommendation

By motion, waive the reading and order the adoption of the resolution accepting the bid and awarding a contract for a Fire Truck - Multi Purpose Response Vehicle (shown as Exhibit 1) less available discounts.

By motion, authorize the City Manager and Finance Director to issue a Purchase Order to Pierce Manufacturing Inc. for the purchase of loose equipment for Fire truck in the amount of \$18,739.



Marcia Glick, City Manager

Concurrence:



Larry Jacobson, Finance Director

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

RESOLUTION NO.

**A RESOLUTION ACCEPTING THE BID AND AWARDING A CONTRACT
FOR FIRE TRUCK - MULTI PURPOSE RESPONSE VEHICLE**

WHEREAS, pursuant to State statutes the City may contract for the purchase of equipment without regard to competitive bidding requirements if the purchase is through a national municipal association's purchasing alliance or cooperative that purchases items from more than one source on the basis of competitive bids. The Fire Department utilized a purchasing alliance, known as the Houston Galveston Area Council (H-GAC) for competitive published pricing for this request; and

WHEREAS, a bid was received from Pierce Manufacturing Inc.; and

Base Bid	\$745,483.00
Discounts Available	
Chassis pre-pay	(10,708.00)
Full Amount pre-pay	<u>(14,315.00)</u>
Net Bid	<u>\$720,460.00</u>

WHEREAS, after a review of the bid specifications by the Fire Department, the Pierce Manufacturing Inc. bid meets their needs;

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROBBINSDALE, MINNESOTA THAT: the Mayor and City Manager are hereby authorized and directed to enter into a contract with Pierce Manufacturing Inc., in the name of the City of Robbinsdale for the purchase of a Fire Truck - Multi Purpose Response Vehicle in the amount of \$745,483.00 less available discounts.

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 17th DAY OF JULY 2018.

ATTEST:

Regan Murphy, Mayor

Tom Marshall, City Clerk



City of Robbinsdale

Other Business A

MEMORANDUM

TO: City Council
FROM: Marcia Glick, City Manager
DATE: July 17, 2018
RE: Voucher Requests Pending Approval for Disbursement

The check register dated July 17, 2018 reflects the voucher requests pending approval for disbursement.

The check register dated July 11, 2018 through July 17, 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 July 17, 2018.

Marcia E. Glick

Marcia Glick, City Manager

CONCURRENCE:

Larry Jacobson

Larry Jacobson, Finance Director