



CITY COUNCIL MEETING
July 18, 2017
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: Selman, Backen, Blonigan, Rogan, Mayor Murphy
- 3. **MICROPHONE CHECK:** Blonigan, Backen, Selman, Rogan, Mayor Murphy
- 4. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE CITY COUNCIL ON MATTERS NOT ON THE AGENDA
- 5. APPROVAL OF THE JULY 18, 2017, MEETING AGENDA

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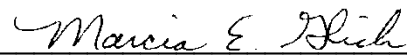
6. CONSENT AGENDA: Pursuant to Council rules, one motion, non-debatable, will approve the recommendation noted. Any member of the Council may ask for an item to be taken from the Consent Agenda for discussion and separate action. Such items removed from the Consent Agenda shall be considered immediately following approval of the balance of the Consent Agenda:
 - A. Motion to approve and order placed on file minutes of the regular City Council meeting of 7/5/17, City Council work session of 7/5/17 and Special City Council Meeting of 7/11/17. 1-13
 - B. Motion to approve issuance of licenses from list dated 7/18/17. 14-15
 - C. Motion to authorize Mayor Murphy to send letter requesting assistance from the Public Health Law Center 16-17
 - D. Motion to approve the June 2017 payment for City credit card charges. 18-21
 - E. Motion to receive Information regarding the General Fund, Debt Service and Internal Fund Operation Budget Work Session. 22
 - F. Motion to approve the requested block parties for National Night Out on Tuesday, August 1, 2017. 23
 - G. Motion to approve the requested block parties and state-aid street closures for National Night Out. 24
 - H. Motion to ratify the proclamation proclaiming, September 25th through October 1st, 2017 as: Diaper Need Awareness Week in Robbinsdale. 25
 - I. Motion to authorize the recording of the lot split for 4112 Yates Ave N. as approved by Resolution 4856 adopted on May 19, 1992. 26-28
7. PRESENTATION
 - A. There are no Presentation items scheduled.
8. PUBLIC HEARING
 - A. There are no Public Hearing items scheduled.
9. OLD BUSINESS

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- A. The Lodge – Continuation of Liquor License Violation Consideration 29-32
- Because a resolution is required if there is imposition of a civil fine, staff have provided a resolution including findings and possible actions.
10. NEW BUSINESS
- A. Resolution to Authorize Bond Sale for City Project 31817 33-56
- Motion to waive the reading and order the adoption of Resolution No. XXXX “A RESOLUTION PROVIDING FOR THE ISSUANCE AND SALE OF GENERAL OBLIGATION STREET AND UTILITY IMPROVEMENT BONDS, SERIES 2017A, IN THE PROPOSED AGGREGATE PRINCIPAL AMOUNT OF \$3,290,000.”
11. OTHER BUSINESS
- A. Voucher Request Pending Approval for Disbursement 57
- Motion to approve disbursement requests for period ending 7/18/2017
12. ADMINISTRATIVE REPORTS
13. COUNCIL GENERAL COMMUNICATIONS
14. ADJOURNMENT



Marcia Glick, City Manager

ITEMS PENDING OR UNDER STUDY FOR COUNCIL CONSIDERATION

ITEM	DEPARTMENT RESPONSIBILITY	ANTICIPATED AGENDA DATE
1. National Night Out Final List	Administration	7-31-17
2. 1 st Reading – Small Cell Updates	Administration	7-31-17 or 8-8-17
3. Public Hearing – New Lodge Liquor	Administration	8-8-17
4. 2 nd Reading – Occasional Food Trucks	Administration	8-8-17

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| 5. 2 nd Reading -- Update to Solid Waste
Code Sections | Administration | 8-8-17 |
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**City of Robbinsdale
CITY COUNCIL MINUTES
July 5, 2017
Meeting No. 13**

CALL TO ORDER

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

ROLL CALL

2. Present: Backen, Blonigan, Rogan (7:47 p.m.), Selman, Mayor Murphy
Staff: Marcia Glick, City Manager; Richard McCoy, City Engineer/Public
Works Director; John Tingley, Assistant to City Manager

OPPORTUNITY FOR THE PUBLIC

3. Marilee Sando, 4283 Lakeland Ave North, Robbinsdale: Her question is about her home which has three units with three separate addresses. However, she has only one water meter and was wondering why she is charged three separate service fees. She also wondered whether she could pay for one large garbage can instead of three smaller cans.
4. Glick stated that topic is being addressed in item New Business B and that the practice of billing a service charge per dwelling unit is something the City has been doing for some time. The City also has a usage fee which is based on the meter reading of how many gallons of water are used.

APPROVAL OF AGENDA

5. Glick noted the addition of Consent Item J having to do with entering into a cooperative agreement with other agencies to make purchases and additional items for New Business C. She also noted residents in the audience regarding Council items New Business B and C and may consider taking those out of order.
6. Member Selman **MOVED**, seconded by Member Blonigan to approve the agenda with the additions as noted above. **The vote was unanimous and the motion carried**

CONSENT AGENDA

7. Member Selman **MOVED**, seconded by Member Backen to approve the balance of the Consent Agenda. **The vote was unanimous and the motion carried.**
8. Items approved are as follows:
 - A. Motion to approve and order placed on file minutes of the regular City Council meeting of 6/20/17
 - B. Motion to acknowledge receipt and placing on file minutes for the

following Commissions and Boards:

1. Planning Commission Minutes from 5/18/17
 2. Parks, Recreation and Forestry Commission Minutes from 5/23/17
- C. Motion to approve issuance of licenses from list dated 7/05/17.
- D. Motion to acknowledge the Robbinsdale Wine & Spirits financial reports for the month of May 2017.
- E. Motion to acknowledge the Deputy Registrar's financial reports for the month of May 2017.
- F. Motion to approve the May 2017 payment for City credit card charges.
- G. Motion to waive the reading and order the adoption of Resolution No. 7578 "A RESOLUTION AUTHORIZING THE EXECUTION OF A JOINT COOPERATION AGREEMENT BETWEEN THE CITY OF ROBBINSDALE AND HENNEPIN COUNTY FOR PARTICIPATION IN THE URBAN HENNEPIN COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM IN FISCAL YEARS 2018-2020."
- H. Motion to reassign conditional use permit approval granted in Resolution 6909 to the current owner, Radu Kryshmaru subject to enhancing maintenance of landscaping and repairing the privacy fence to be in compliance with the conditional use permit to be verified by staff.
- I. Motion to approve transient merchant license applications for Minnesota Sportservice, dba Taste of Target Field, and Blue Chip Marketing, on Saturday, July 8, 2017, at 6:00 p.m. at Lee Park during the youth game take-over; as well as waiving the fees.
- J. Motion to authorize the Mayor and City manager to enter into the Interlocal Contract for Cooperative Purchasing with the Houston – Galveston Area Council, (H-GAC)

NEW BUSINESS C: Petition for STOP Signs at Abbott Avenue and 38th Avenue

9. City Engineer McCoy reviewed the staff report and data collected.

10. Murphy asked if we have any dashed yield markings at intersections in other places in Robbinsdale.
11. Member Selman asked how far away from the intersection was the data collection meter placed.
12. McCoy stated that there are no other dashed yield signs in Robbinsdale that he could recall and he didn't know exactly where the metering was done but is usually done mid-block.
13. Member Backen asked whether the vegetation at 3800 Abbott Avenue was planted material or weeds.
14. Mayor Murphy asked about the differences between a yield sign versus stop signs.
15. McCoy said at this point, the state guidelines for placing stop signs at the intersection are not being met by the data. Yield signs and stop signs are designed to assign right-of-way, not to control speed.
16. Glick stated that the reason the state of Minnesota has set these guidelines is because human nature is that people will not stop at stop signs that they come to over and over without meeting anyone else at the sign. The concern is that a stop sign may make people feel safe without actually making them safe. The rule for vegetation in boulevards is that items cannot be above 3 feet in the visibility triangle.
17. Mary "Kate" Hanagan 3704 Abbott Avenue North, Robbinsdale: Noted the large hill on the east side of the intersection at 38th Avenue and in conjunction with parked cars make it visually hard to see traffic. She didn't see the yield sign being a benefit.
18. Stacy Grochowski, 3717 Abbott Avenue North, Robbinsdale: This intersection also leads to a popular park for children and that many school bus stops pick up children at this intersection. She has seen multiple accidents at the intersection and has had multiple cars in her front yard while the fire hydrant outside her house has been replaced 3 times due to accidents. She believes the 4-way stop sign would be a benefit.
19. Paul Dodd, 3605 Abbott Avenue North, Robbinsdale: He was curious how pedestrians and bicyclist data were measured. He noted that between the 3600 block of Abbott and 3800 block there are 21 school-aged children. He believes that the incoming Hy-Vee will increase traffic that has since decreased from the closing of Rainbow. Was wondering what sort of items could be added to increase pedestrian safety in the intersection.

20. Michelle Moran, 3801 Abbott Avenue North, Robbinsdale: She lives at the corner of the intersection and her concern is the bus stops at the intersection and that the accidents, coming down the hill on 38th avenue, have been in the location of the bus stops.
21. Candelario Arredondo, 3608 Abbott Avenue North, Robbinsdale: He moved in 2006 and noted the substantial traffic that went through the intersection when Rainbow was open. Even though traffic has decreased since its closure, it will surely pick up again once Hy-Vee opens. He stated that many in the neighborhood have bought signs to alert drivers of children in the neighborhood and to slow down. He has had to limit his kids' ability to ride their bikes because of the traffic in the neighborhood.
22. Jaime Lotemeyer, 3808 Abbott Avenue North, Robbinsdale: She was wondering about the recommendation to paint dashed lines in the street alerting traffic to the yield sign. She works in a similar neighborhood in south Minneapolis which installed speed bumps and was wondering if that would be a feasible alternative in this case.
23. Scott Szymanski, 3716 Beard Avenue North, Robbinsdale: Just wanted to reiterate that traffic will likely increase due to the Hy-Vee opening and witnessed the accident that occurred in August of 2016 that was mentioned in the staff report.
24. Annabell Twice, 3800 Abbott Avenue North, Robbinsdale: She noted that her vegetation could be a problem and is willing to cut it but that before she moved in, a garden was there. Believes the hill is a bigger problem. There is a city tree is there as well and was wondering what the rules are for vegetation at the intersection.
25. Member Rogan arrived at 7:47 p.m.
26. Mary "Kate" Hanagen, 3704 Abbott Avenue North, Robbinsdale: Also wanted to note the parked cars on the hill and would like to see some sort of restriction on the hill.
27. Patrick Moran, 3801 Abbott Avenue North, Robbinsdale: Stated that the main problem is traffic going westbound on 38th Avenue coming down the hill at high rates of speed. He believes the intersection needs a 4-way stop sign. He is fixing things in the yard all the time due to cars ending up in his yard, especially in the winter.
28. Member Rogan asked if most of the traffic is coming from across Victory Memorial Parkway.

29. Moran believed so and even installed rocks in his yard to block cars from ending up in his yard.
30. Sarah Schmit, 3851 Zenith Avenue North, Robbinsdale: Was wondering about applying a 2-way stop sign at the intersection similar to 38th and Zenith. That intersection also has a natural feature where cars would bottom out if going too fast. Was almost hit at 38th and Abbott recently as a pedestrian.
31. Brooke Dodd, 3605 Abbott Avenue North Robbinsdale: She homeschools her children and knows that it's dangerous for her children to cross the street between 2 and 7 p.m. Has been threatened when telling drivers to slow down.
32. McCoy stated that the data collected doesn't support the notion that speeding in the intersection is a major issue. The purpose of the yield, as well as a stop sign is to assign right-of-way. The study was done over a six day period, from a Tuesday to a Monday. The data doesn't count for pedestrians which is hard to do within reason. He noted that reducing vegetation and parking in the street could help visibility. He believes that proliferations of stop signs on residential streets has led to a stop sign fatigue and are misused as speed control devices. The City has good base data now to know whether there is an increase once Hy-Vee opens. Traffic levels in general around Robbinsdale has trended downward as the traffic network has become more efficient.
33. Glick stated that the visibility triangle is a 35 foot right angle that connects where the streets meet and any vegetation in the triangle can be nothing between 3 feet and 10 feet. State law is that the speed limit on local streets is 30 miles per hour.
34. McCoy stated that the City does not pursue speed bumps in streets. Raised intersections have been installed when street are reconstructed. Strict warrants would have to be met for a marked pedestrian crossing or facility. He was unaware of any communities putting in shared use paths on streets. His recommendation to increase pedestrian safety is to install a sidewalk.
35. Candelario Arredondo, 3608 Abbott Avenue North, Robbinsdale: He stated that the residents in the neighborhood can attest to traffic volumes and speeds higher than what the data shows. He doesn't see any police officers enforcing traffic laws in the neighborhood.
36. Glick acknowledged that the data shows some cars are speeding and residents report fire hydrants have been replaced. What we are trying to consider is what would be the most effective solution and looking at the big picture of how people get from Victory Memorial to Highway 100.

37. Member Blonigan said he was moved a little bit by residents. He is inclined to believe the data. He would prefer a 2-way stop sign on 38th Avenue and doing staff recommendations as well.
38. Member Selman stated his support for the 4-way stop sign given the factors of the hill, the nearby park and the possible traffic increase due to the Hy-Vee opening from the history of Rainbow. He stated his displeasure with traffic enforcement being focused more on Highway 100 and County Road 81 instead of in the neighborhoods.
39. Member Backen stated he is not in favor of the 4-way stop. He believes it would make the intersection less safe due to stop sign fatigue and some of the things he has seen in his neighborhood.
40. Member Rogan **MOVED**, seconded by Member Selman to place a 4-way stop sign at the intersection of 38th Avenue and Abbott Avenue North.
41. Member Rogan believes the factors including the park, speeding and it being along a step-to-it walking route around Crystal Lake makes the intersection warrant a 4 way stop sign. He thought that most of the cars going through the intersection are cutting through from Minneapolis, not local neighborhood traffic. As far as he knows, Council has never taken out a stop sign because residents no longer wanted one.
42. Mayor Murphy thanked staff for the data collection and report. He stated he is in favor of a 4-way stop and at least serves as a short-term solution.
43. Member Backen asked that staff gather traffic data for the entire area.
44. Member Blonigan said he will vote against it because he doesn't believe traffic levels and data support stop signs on Abbott Avenue at the intersection. It should be studied before the stop signs go in.
45. Roll Call Vote **Yay: Rogan, Selman, Mayor Murphy** **Nay: Backen, Blonigan.**
Motion passes 3-2

NEW BUSINESS B: First Reading – Ordinance Regarding Solid Waste Management and Charges for City Services

46. Glick reviewed the staff report.
47. Member Backen asked about the situation if there was a home and they wanted to set up multiple units.

48. Glick stated they would have to receive the water meters from the City and hire a contractor to do the plumbing.
49. Marilee Sando, 4283 Lakeland Avenue North, Robbinsdale: Her home is actually 3 different units. Before they purchased the house in 2015, it was one address. Says water service as stated in City Code doesn't require a service charge per unit.
50. Glick explained that it has been a practice the City has been doing for years and that the ordinance change just puts the language into the City Code.
51. Member Rogan stated that the proposed changes are likely the best policy for every unit it to have a base fee.
52. Member Backen stated the need for precedent and consistency.
53. Sando asked about the user fee in that only having one meter is making them being charged more for water because of the tiered usage system.
54. Blonigan noted that their water bills may be artificially inflated then because of that and asked if staff could just divide it by 3.
55. Glick stated that the cost of staff time to manually calculate would be much higher than the savings by residents. The owner has savings from not installing separate meters.
56. Member Selman requested staff to look at adding language to address any new or remodeled housing units and include batteries and other hazardous materials under banned items in the code updates.
57. Member Rogan noted some grammatical changes suggested by Member Blonigan to be included in the first reading.
58. Member Rogan **MOVED**, seconded by Member Blonigan to hold the FIRST READING of Ordinance No. 17-04 "AN ORDINANCE AMENDING SECTIONS 605 AND 705 OF THE CITY CODE REGARDING SOLID WASTE MANAGEMENT AND CHARGE FOR CITY SERVICES AS AMENDED BY COUNCIL." The vote was unanimous and the motion carried.

NEW BUSINESS A: First Reading – Ordinance Allowing Food Trucks as an Accessory Use in DD-1 Zoning District

59. Glick reviewed the staff report.
60. Rogan asked which private parking lots this would effect and confirmed that Walgreens, EMI Audio and Hubbard Marketplace are not in the DD-1 District.

61. Glick stated it would only apply to the private parking lots within the DD-1 District which would include Wicked Wort and Lion's Gym but only Wicked Wort's parking lot would have enough parking spaces to allow this.
62. Member Selman **MOVED**, seconded by Member Backen to hold the FIRST READING of Ordinance No. 17-05 "An ORDINANCE ALLOWING LICENSED FOOD TRUCKS AS AN ACCESSORY USE IN THE DD-1, DOWNTOWN DISTRICT ZONING DISTRICT." **The vote was unanimous and the motion carried.**

NEW BUSINESS D: Pickles Catering Transient Merchant Licensing Application

63. Glick reviewed the staff report noting that the request is a hybrid between an ice cream sale truck moving on a route and a stationary food truck.
64. Member Backen says he sees it as a food truck and that the City would be opening the gates and haven't decided how it will be managed.
65. Member Rogan believes it is like an ice cream truck and believes there is a distinction and is okay to move forward one truck at this time.
66. Mayor Murphy believes that the fact that no food prep would take place on-site is a big difference and that they should be licensed as a traveling food truck.
67. Member Selman stated he is okay with studying the possibility further and make sure they do not compete with approved events. But he would like to see the rules for parks written first.
68. Member Rogan **MOVED**, seconded by Mayor Murphy to approve the application and direct staff to draft a policy that allow Pickles Catering to have 1 food truck at city parks at a time, be located where vehicles can park, doesn't conflict with other reservations, is required to have trash collection, limiting application for 3 month time period with a report by applicant on what days and where the applicant was located, and require they start after Whiz Bang Days. **Vote was 3 to 2 and the motion carried.**

OTHER BUSINESS A: Disbursement Requests for period ending 7/5/17

69. Member Rogan **MOVED**, seconded by Member Blonigan to approve disbursement requests for period ending 7/5/17. **The vote was unanimous and the motion carried.**

COUNCIL GENERAL COMMUNICATIONS

70. Members encouraged residents to come out and enjoy Whiz Bang Days and you can find events and times at www.whizbangdays.org.
71. Member Selman thanked the businesses in the community to help make an event like Whiz Bang Days happen.
72. Mayor Murphy congratulated Representative Mike Freiberg on his award as a Legislator of Distinction by the League of Minnesota Cities.

ADMINISTRATIVE REPORTS

73. Glick commented about the Visualizing Density workshop upcoming and the need to know of a possible quorum of council members. There is also a regular work session following the council meeting.

ADJOURNMENT

74. Member Selman **MOVED** seconded by Member Backen to adjourn the meeting at 9:47 p.m. **The vote was unanimous and the motion carried.**

John Tingley, Recorder

Regan L. Murphy, Mayor

ROBBINSDALE CITY COUNCIL
WORK SESSION MINUTES
WEDNESDAY JULY 5, 2017
COMMUNITY MEETING ROOM
CITY HALL

1. The work session was called to order by Mayor Pro Tem Blonigan 9:49 p.m.
2. Councilmembers Present: Rogan, Selman, Backen, Mayor Murphy (9:58 p.m.), Mayor Pro Tem Blonigan
Staff Present: City Manager Glick, City Engineer/Public Works Director McCoy, Chief Franzen, Assistant to City Manager Tingley.

DISCUSSION: Human Rights Commission recommendation related to 287 (g) program

3. Cara Seeley-Johnson from the Robbinsdale Human Rights Commission went over the proposed resolution drafted by the Human Rights Commission to reaffirm the city's goals and policy regarding immigrants and refugees. A handout with the draft resolution and feedback from the police chief was distributed and made part of the agenda packet. She believes the resolution shows where the City stands and feels it is important given current political climate.
4. Glick noted that, in Robbinsdale's form of government, the City Council provides direction to the City Manager and a resolution directing the police department would be in conflict with the City Charter.
5. Chief Franzen talked about having a good conversation with members of the Human Rights Commission about this issue. Everything proposed is consistent with City Police Department practices already in place. He stated that the federal government can't compel a local law enforcement agency to comply with 287 (g). No agency in Minnesota is a part of the 287 (g) program.

(Murphy arrived 9:58 p.m.)

6. The City Council determined that a proclamation would be a better route to achieving the Human Rights Commission goal of making the public aware of the Robbinsdale Police Departments practices towards immigrant and refugees as well as everyone in the community. A draft proclamation will be prepared prior to the July 27 HRC meeting for consideration at the August 8th council meeting.

UPDATE: Downtown Streetscape Planning/Business Feedback

7. Glick explained that West Broadway will need to be reconstructed to replace aging infrastructure (water/sanitary sewer) and this will include redoing the downtown sidewalks. Timing is not set, but will be prior to LRT construction. Because of the expected changes, the recent work at 40 ½ installed simple concrete sidewalks until the new design is determined. She has been making downtown business owners aware of the upcoming project and getting feedback on the paver bricks.

etc. as part of National Night Out packages. Council provided feedback. Updated draft will be shared with council prior to distribution.

20. Tingley updated Council on the progress being made by the Quasquicentennial Committee organizing a 125th Anniversary celebration next year.
21. Mc Coy noted that he would be getting bids for removal of the Triangle Park wading pool. Council requested confirmation that communication was being distributed to pool users that the pool would be demolished at the end of the season and asked that a sign be placed on the fence of the Triangle Pool informing residents of the Pool's demolition this fall. It was noted that use of the pool is very low this year even on hot days likely related to other area options open to multiple-ages.
22. Glick asked Mayor Murphy for clarification on the HeartSafe Community project specifically who would be providing the training. She noted that defibrillators are already available at city property, staff volunteers had been trained and purchase of equipment seemed to be part of the program. Murphy indicated that citizen volunteers would be trained to be trainers of others. Murphy will find details and follow up with Glick.
23. Council members asked how the textile recycling roll out was going and reported that some of them had placed out bags and had not received replacement bags. Glick will follow up.

OTHER BUSINESS: No additional business was raised.

ADJOURNMENT

24. Mayor Pro Tem Blonigan adjourned the work session at 11:08 p.m.

John Tingley, Recorder

William A. Blonigan, Mayor Pro Tem

City of Robbinsdale
CITY COUNCIL SPECIAL MEETING MINUTES
July 11, 2017
6:30 p.m.

CALL TO ORDER

1. Mayor Murphy called the meeting to order at 6:35 p.m.
2. Present: Blonigan, Selman, Backen, Mayor Murphy
Absent: Rogan
Staff: Marcia Glick, City Manager; Tom Marshall, City Clerk

Public Hearing: The Lodge Bar and Restaurant's Failure to Meet City Code Requirements 1205.01 Subdivision 2., maintain gross receipts attributable to no more than 60% to liquor and at least 40% to food sales.

3. Marshall reviewed the staff report.
4. Kathy McMenomen, 21990 Harrow Avenue North, Forest Lake. She talked about an injury she had sustained last October and was away from her business for four and half months and has been hard to get the numbers back up since. The buyer's are expecting to focus on catering and events. The buyer's are operating the restaurant now during the transition time. She did not bring June numbers to the public hearing. Since that she is in a transition to selling the restaurant, she would prefer not to have her license suspended.
5. Member Blonigan asked if The Lodge would lose a lot of money if closed at 1 a.m. instead of 2 a.m.
6. Ms. McMenomen indicated they probably would not.
7. Member Backen noted concern that the buyer's have been operating the facility without applying for their liquor license. Would like to see them to start the process.
8. Ms. McMenomen stated that she was unaware that the buyer's had not yet applied for their liquor license.
9. Member Blonigan stated that there is a difference between being intentional and unintentional. He believes that with her injury, the failure to meet the requirement was unintentional. He suggested a \$100 fine and a suspension of the closing time extension to 2 a.m. completely or for seven weeks.
10. Ms. McMenomen had a conflict with the manager who was operating the bar in her absence and let him go when she returned and learned of the failure to meet the requirement.
11. Member Selman asked about the liquor license application process and wondered if Council should table action for a week to see if the buyer submits the application.

12. Glick described the process in which the soonest the public hearing for license could be held would be August 15 unless the public hearing notice is submitted prior to 2:30 p.m. on July 13, and then it could be August 8. The public hearing notice would be sent once the completed liquor license application packet is submitted and application fees are paid.
13. Mayor Murphy indicated he is leaning toward tabling action until the buyer submits the application and indicates a plan to increase food sales.
14. Member Backen **MOVED**, seconded by Member Selman to table action until the July 18th City Council meeting. **Ayes: Backen, Selman, Mayor Murphy Nays: Blonigan Absent: Rogan.**
15. Member Backen **MOVED**, seconded by Member Selman to close the public hearing. **The vote was 4-0, Rogan absent.**

ADJOURNMENT

16. Member Backen **MOVED**, seconded by Member Selman to adjourn the meeting at 6:52 p.m. **The vote was 4-0, Rogan absent.**

Marcia Glick, Recorder

Regan L. Murphy, Mayor



MEMORANDUM

TO: Mayor and City Council

FROM: Marcia Glick, City Manager

DATE: July 18, 2017

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 18, 2017.

Marcia E. Glick

Marcia Glick, City Manager

CONCURRENCE:

Tom Marshall

Tom Marshall, City Clerk

CONTRACTORS' LICENSES FOR COUNCIL APPROVAL 07/18/2017

<u>Applicant</u>	<u>Type</u>	<u>License Fee</u>
COOLIDGE ROLL OFF SERVICE	Solid Waste Hauler	100.00
KMJ PLUMBING	Plumbing Contractor	50.00

Number of Contractor Licenses Requesting Council Approval: 2



City of Robbinsdale

MEMORANDUM

To: Mayor and City Council

From: Marcia Glick, City Manager

Date: July 18, 2017

Subject: Request for Technical Assistance from the Public Health Law Center

Background

The Public Health Law Center has been working with cities on reviewing their tobacco license regulations. Their services are available at no cost to cities when authorized by city councils.

Analysis/Conclusion

While the City Council has not yet decided which, if any, of the tobacco regulation changes it would carry forward, it will be helpful to have draft language on all of the options to inform the discussion. The plan to utilize the services of The Public Health Law Center has been reviewed with and is supported by the City Attorney.

Recommendation

By motion, authorize Mayor Murphy to send the attached letter requesting assistance from the Public Health Law Center.

A handwritten signature in blue ink that reads "Marcia Glick".

Marcia Glick, City Manager



City of Robbinsdale

4100 Lakeview Avenue North • Robbinsdale • Minnesota • 55422-2280
Phone (763)537-4534 • Fax (763)531-1291
Website www.robbsindalemn.com

July 18, 2017

RE: Request to the Public Health Law Center for Technical Assistance

As Mayor of the City of Robbinsdale, I am authorized to and hereby request technical assistance from the Public Health Law Center, for the benefit of all members and any committees of the Robbinsdale City Council. Specifically, we request that the Public Health Law Center provide resources, recommendations, opinions, expert guidance, testimony, and any other information with respect to policy options for reducing and preventing tobacco use, including use of electronic cigarettes and similar devices and products. This request includes any and all meetings through December 31, 2017.

Sincerely,
CITY OF ROBBINSDALE

Regan L. Murphy



City of Robbinsdale

MEMORANDUM

TO: City Council
FROM: Marcia Glick, City Manager
DATE: July 18, 2017
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 June 2017 representing charges for the period May 10, 2017 through June 10, 2017, for expenses for City operations.

Recommendation

By motion approve the June 2017 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

6/26/2017 -- 6/26/2017

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
2017155	6/26/2017		100292 U. S. BANCORP							
		39.99	BASEBALL EQUIPMENT		123070		1330.6214		Operating Supplies	Youth - Children Programs
			Supplier 115634 DICKS SPORTING GOODS							
		5.78	ROVING MINDS		123071		1335.6214		Operating Supplies	Senior Programs
		9.99	MOVIE DISCUSSION GROUP		123072		1335.6214		Operating Supplies	Senior Programs
			Supplier 114248 CUB FOODS							
		75.00	GIFT CERTIFICATE		123073		1318.6214		Operating Supplies	Adult Taxable
			Supplier 115200 PIG ATE MY PIZZA							
		10.86	FRIENDLY ROBINS		123074		1335.6214		Operating Supplies	Senior Programs
		11.47	MOVIE DISCUSSION GROUP		123075		1335.6214		Operating Supplies	Senior Programs
			Supplier 114248 CUB FOODS							
		273.62	OUT & ABOUT TRIP		123076		1335.6710		Recreation Services	Senior Programs
			Supplier 117253 WILD MOUNTAIN							
		1,946.48	STAGE RENTAL HOLLINGSWORTH PAR		123077		1015.6338		Rentals/Leases	Whiz Bang Celebration
			Supplier 114820 APRES PARTY AND TENT RENTAL							
		162.41	CDS		123078		1200.6214		Operating Supplies	Police Support Services
			Supplier 114296 CDW GOVERNMENT							
		203.90	DIGITAL CAMERAS		123079		1205.6214		Operating Supplies	Patrol Services
			Supplier 114280 NEWEGG							
		178.00	DIGITAL CAMERAS		123080		1205.6214		Operating Supplies	Patrol Services
			Supplier 116531 CAMETA CAMERA							
		19.96	BOTTLED WATER FOR STATION		123081		1280.6214		Operating Supplies	Fire Prevention / Suppression
			Supplier 114267 ALMSTEDS							
		936.30	3 HELMETS		123082		1280.6216		Clothing & Personal Equipment	Fire Prevention / Suppression
			Supplier 114264 THE FIRE STORE							
		21.44	FED EX SHIPPING		123083		1280.6214		Operating Supplies	Fire Prevention / Suppression
		47.52	FED EX SHIPPING		123084		1280.6214		Operating Supplies	Fire Prevention / Suppression
			Supplier 116490 FEDEX							
		13.48	LEMONS & LIMES		123085		6405.6214		Operating Supplies	Liquor Operations
		15.06	LEMONS & LIMES		123086		6405.6214		Operating Supplies	Liquor Operations
		11.85	LEMONS & LIMES		123087		6405.6214		Operating Supplies	Liquor Operations
		17.79	LEMONS & LIMES		123088		6405.6214		Operating Supplies	Liquor Operations
		21.74	LEMONS & LIMES		123089		6405.6214		Operating Supplies	Liquor Operations
		35.55	LEMONS & LIMES		123090		6405.6214		Operating Supplies	Liquor Operations
			Supplier 114248 CUB FOODS							
		103.47	STORE SUPPLIES		123091		6405.6214		Operating Supplies	Liquor Operations
			Supplier 114310 TARGET							
		27.65	LEMONS & LIMES		123092		6405.6214		Operating Supplies	Liquor Operations
		34.77	LEMONS & LIMES		123093		6405.6214		Operating Supplies	Liquor Operations
			Supplier 114248 CUB FOODS							

Council Check Register by GL
Council Check Register and Summary

6/26/2017 -- 6/26/2017

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subldgr	Account Description	Business Unit
2017155	6/26/2017		100292 U. S. BANCORP						Continued...	
299.98			FIREARM RANGE TARGETS		123094		1235.6512		Conference & Schools	Patrol Services
			Supplier 116688 LAW ENFORCEMENT TARGETS (ACTION TARGET)							
50.00			PORTAL TRAINING - ROSTEN		123095		1200.6512		Conference & Schools	Police Support Services
			Supplier 117025 BCA TRAINING EDUCATION							
9.98			20 LB ICE BAGS		123096		1205.6214		Operating Supplies	Patrol Services
			Supplier 117480 ROBBINSDALE WINE							
20.07			SUPPLIES		123097		1205.6214		Operating Supplies	Patrol Services
			Supplier 114257 ACE HARDWARE							
110.86			ROPE, TARP, TIES, NUTS, BOLTS		123098		1205.6214		Operating Supplies	Patrol Services
			Supplier 114258 MENARDS							
9.10			HALLMARK CARDS		123099		1205.6214		Operating Supplies	Patrol Services
			Supplier 114314 CVS							
4.98			COOKIES - CHAPLAIN MEETING		123100		1200.6512		Conference & Schools	Police Support Services
			Supplier 117481 ALDI							
33.68			MEDICAL SUPPLIES		123101		7115.6214		Operating Supplies	CS Government Buildings
			Supplier 116492 FIRST AID SUPPLIES							
522.00			CPE - JEFF BUDGET PROCESS		123102		1050.6512		Conference & Schools	Financial Services
			Supplier 114254 GOVERNMENT FINANCE OFFICERS ASSOC							
15.00			REC WEB CREDIT CARD		123103		1300.6720		Service Charges	Recreation Administration
15.00			REC REG CREDIT CARD		123104		1300.6720		Service Charges	Recreation Administration
			Supplier 115203 PLUG N PLAY							
18.00			UTILITY CREDIT CARD		123105		6005.6720		Service Charges	Water Utility Administration
18.00			UTILITY CREDIT CARD		123106		6105.6720		Service Charges	Sanitary Sewer Administration
5.90			UTILITY CREDIT CARD		123107		6205.6720		Service Charges	Storm Sewer Administration
18.00			UTILITY CREDIT CARD		123108		6305.6720		Service Charges	Solid Waste Operations
			Supplier 114253 PAYPAL INC							
23.92			CONSTRUCTION LUMBER		123109		6110.6340		Repair & Maintenance	San Sewer Lift Station Ma
28.47			AIR HOSE		123110		6110.6340		Repair & Maintenance	San Sewer Lift Station Ma
25.98-			RETURN AIR HOSE		123111		6110.6340		Repair & Maintenance	San Sewer Lift Station Ma
83.47			AIR HOSE AND SCREWS		123112		6110.6340		Repair & Maintenance	San Sewer Lift Station Ma
			Supplier 114258 MENARDS							
80.26			CONSTRUCTION MATERIALS		123113		6110.6234		Equipment Parts & Supplies	San Sewer Lift Station Ma
53.82			WEED B GON		123114		7115.6214		Operating Supplies	CS Government Buildings
47.28			WHITE PAINT		123115		1571.6214		Operating Supplies	Parks Ballfield Maintenance
			Supplier 114262 THE HOME DEPOT							
29.99			RUBBER BOOTS		123116		1500.6216		Clothing & Personal Equipment	Parks Administration
79.99			CANOPY		123117		1589.6234		Equipment Parts & Supplies	Parks Turf Maintenance
			Supplier 114514 FLEET FARM							
154.00			ECLIPSE CEILING TILE		123118		7115.6214		Operating Supplies	CS Government Buildings

Council Check Register by GL
Council Check Register and Summary

6/26/2017 -- 6/26/2017

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City of Robbinsdale

MEMORANDUM

To: Mayor and Council Members
From: Marcia Glick, City Manager
Date: July 18, 2017
Re: General Fund, Debt Service and Internal Fund Operation Budget Work Session

Background

A Work Session needs to be scheduled for the presentation and review of the Proposed City Manager's Budget for 2018 (General, Debt Service and Internal Service Funds) and to establish the Council's proposed General Fund and Debt Service Property tax levies.

It is recommended that the budget work sessions be held in late August. The 2018 budget calendar has a date of August 21-31 for this session.

The City's tax levies need to be certified to the County by September 30, 2017, and the HRA levy needs to be adopted by September 30, 2017 (recent legislation extended the date from September 15th). Staff recommends that the tax levies be adopted at the September 5, 2017 council meeting. Staff schedules fall such that approval at this meeting works favorably.

Levy limits currently are not in place for the 2018 tax levies. Local government aid (LGA) amounts will increase in 2018 by approximately \$108,000. The city will continue to be exempt from sales tax on the majority of its purchases in 2018.

The preliminary tax levy certified to the county in September can be reduced prior to final adoption in December 2017, but it cannot be increased.

At the April 18th council meeting the budget calendar was adopted and the date of August 29th was selected for the budget work session.

The budget meeting will provide an opportunity for the council to request an executive session to discuss staff salaries and negotiation matters.

Recommendation

No action is required at this time. The Budget Work Session will be on August 29th to discuss the Proposed City Manager's Budget for 2018 (General, Debt Service and Internal Service Funds) and to establish the Council's proposed General Fund and Debt Service Property Tax Levies.

Marcia Glick, City Manager

Concurrence:

Larry Jacobson, Finance Director



City of Robbinsdale

CONSENT F

MEMORANDUM

To: Mayor and City Council
From: Marcia Glick, City Manager
Date: July 18, 2017
Subject: Approval of Block Party Requests for National Night Out (8-1-17)

Background

National Night Out is Tuesday, August 1, 2017. 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



MEMORANDUM

TO: Mayor and City Council

FROM: Marcia Glick, City Manager

DATE: July 18, 2017

RE: National Night Out – State Aid Street Closures

BACKGROUND

National Night Out is Tuesday, August 1, 2017. Requests have been received for the closure of State Aid streets. The street closure and block party guidelines allow for closure of State Aid streets for this annual community event. Requests must be received 2 weeks prior to the event and there must be alternate routes around the street closure. Any additional requests to close State Aid streets following the July 18, 2017 meeting will be denied.

ANALYSIS

Staff received the following requests for closure of a State Aid street. The Police Chief has recommended closure. The Public Works Director/City Engineer approves subject to compliance with guidelines.

France Avenue – 27th to 29th – The Public Works Director/City Engineer notes that this is a State Aid street.

Hubbard Avenue – 40th to 40 ½ - The Public Works Director/City Engineer notes that this is a State Aid street.

Hubbard Avenue – 38th to 39th – The Public Works Director/City Engineer notes that this is a State Aid Street.

RECOMMENDATION

By motion, approve the requested block parties.

Marcia E. Glick

Marcia Glick, City Manager

CONCURRENCE:

Tom Marshall

Tom Marshall, City Clerk



City of Robbinsdale Proclamation

WHEREAS, Diaper Need, the condition of not having a sufficient supply of clean diapers to ensure that infants and toddlers are clean, healthy and dry, can adversely affect the health and welfare of infants, toddlers and their families; and

WHEREAS, national surveys report that one in three mothers experience diaper need at some time while their children are less than three years of age and forty-eight percent of families delay changing a diaper to extend their supply; and

WHEREAS, the average infant or toddler requires an average of 50 diaper changes per week over three years; and

WHEREAS, diapers cannot be bought with food stamps or WIC vouchers, and a monthly supply of diapers can cost as much as six percent of a full-time minimum wage worker's salary, and therefore obtaining a sufficient supply of diapers can cause economic hardship to families; and

WHEREAS, a supply of diapers is generally an eligibility requirement for infant and toddlers to participate in childcare programs and quality early education programs; and

WHEREAS, the people of Robbinsdale recognize that addressing Diaper Need can lead to economic opportunity for the state's low-income families and can lead to improved health for families and their communities; and

WHEREAS, Robbinsdale acknowledges the Diaper Bank of Minnesota, Helping Us Grow (HUG) and the importance of diapers in helping provide economic stability for families in distributing diapers to poor families through various channels; now,

THEREFORE I, Regan Murphy, Mayor of the City of Robbinsdale, do hereby proclaim the week of September 25th through October 1st, 2017 as

DIAPER NEED AWARENESS WEEK

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the official seal of the City of Robbinsdale this 18th day of July 2017.

ATTEST:

Regan L. Murphy, Mayor

Tom Marshall, City Clerk



MEMORANDUM

TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: July 18, 2017
RE: Subd. 92-1 a lot split for 4112 Yates Ave. N.

BACKGROUND:

In May of 1992, the Council approved a lot split for 4112 Yates Ave. N. by Resolution 4658 included as **Exhibit 1**. The property owner, Andrew Fedor failed to record the lot split as a result of personal circumstances.

ANALYSIS/CONCLUSION:

Mr. Fedor has approached staff with the idea of proceeding with recording the lot split and offering it for sale for single family development. An excerpt of the survey that was prepared for the lot split in 1992 (included as **Exhibit 2**) shows that both of the lots resulting from the proposed split exceed minimum R-1, Single family residential standards.

City Code requires plats to be recorded within 90 days of approval. Staff feels that the Council can approve an extension of the lot split approval as it is consistent with current standards and the outcome of a new lot split process, if started over, would be the same.

RECOMMENDATION:

Motion to authorize the recording of the lot split for 4112 Yates Ave. N. as approved by Resolution 4658 adopted on May 19, 1992.



Marcia Glick, City Manager

CONCURRENCE:



Rick Pearson, Community Development Coordinator

Member Blonigan moved and Member W. Johnson seconded a motion that the following resolution be read and adopted this 19th day of May, 1992.

RESOLUTION NO. 4658

A RESOLUTION AMENDING RESOLUTION NO. 4637 ENTITLED
"A RESOLUTION APPROVING LOT SPLIT (SUBD92-1) AT
4112 YATES AVENUE NORTH (FEDOR)"

BE IT RESOLVED by the City Council of the City of Robbinsdale that the legal descriptions for the newly created lots are amended as follows:

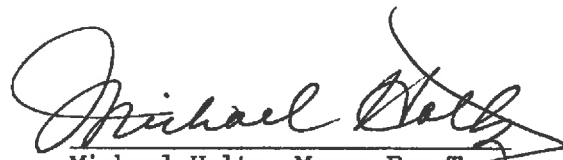
Parcel A: Lot 8, ~~except the southerly 10 feet front and back~~ Block 1, Confer Bros. Glenwood Manor
Second Addition To Robbinsdale, Hennepin County,
Minnesota, except the south 5 feet thereof.

Parcel B: Lot 9, and the ~~southerly 10~~ 5 feet of Lot 8,
~~front and back~~ Block 1, Confer Bros. Glenwood Manor
Second Addition to Robbinsdale, Hennepin County,
Minnesota.

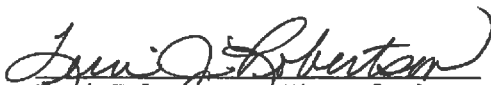
The question was on adoption of the resolution and upon a vote being taken thereon, the following voted in favor thereof: Ruffenach, W. Johnson
Blonigan, Holtz

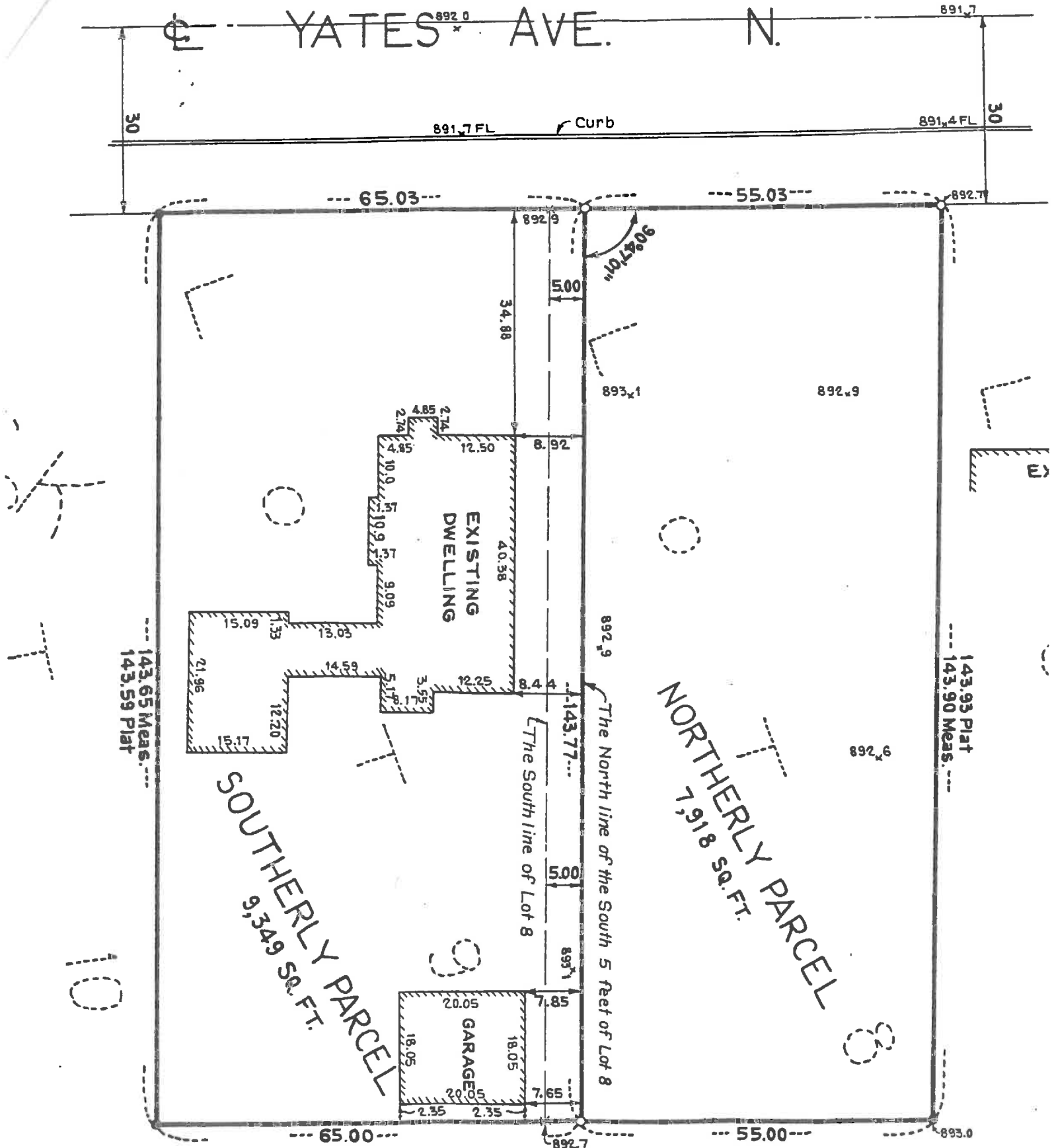
and the following voted against the same: None (Mayor Robb - Absent)

WHEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED THIS 19th DAY
OF May, 1992.


Michael Holtz, Mayor Pro Tem

ATTEST:


Teri Robertson, City Clerk
(SEAL)



MEMORANDUM

OLD BUSINESS A

To: Mayor and City Council

From: Marcia Glick, City Manager

Date: July 18, 2017

Subject: The Lodge – Continuation of Liquor License Violation Consideration

Background

At the Public Hearing last week, City Council closed the public hearing and tabled the action until this meeting regarding The Lodge Bar and Restaurant's failure to meet city code requirements 1205.01 Subdivision 2. *maintain gross receipts attributable to no more than 60% to liquor and at least 40% to food sales*. The minutes from the meeting are included under Consent Agenda A.

As noted on July 11th, the City Council may choose to suspend or revoke the on-sale license of The Lodge upon reasonable terms, to impose a civil fine in an amount not exceeding \$2,000, or to withhold such action until a future date. If the City takes adverse action on the license, it must also notify the Commissioner of the Department of Public Safety, if required by Minn Stat. 340A.415. If a civil fine is to be imposed, the amount is required to be established by resolution by the Council, but the fine may not exceed the limit set forth in Minnesota Statutes.

At the Public Hearing, current owner Kathy McMenomen, indicated that she had been away from the business for 4 ½ months following an accident and the decline in food sales had occurred during this period. She is in transition of selling the business and the potential buyers are expected to focus on catering and events which would increase food sales. The buyers are operating the restaurant now during the transition time. Since the business is in transition of ownership, she said she would prefer not to have her license suspended.

At the time of the hearing, the buyer had not yet submitted the applications and the June receipts were not available. Council members discussed options including a minimal fine and suspending the special license which allow liquor sales after 1 a.m. There was also concern that the management of the business had changed without a license application being submitted.

Analysis/Conclusion

The June receipts submitted by Kathy McMenomen on July 12th show 26% food sales. These have not been verified by her CPA.

The City Clerk received the license applications for On-Sale Intoxicating Liquor, Restaurant/Café, and Public Entertainment from Alan Peterson, 2192 St. Stephen Avenue Roseville MN, owner of Rob N Dale LLC dba The Lodge on July 13th. Alan Peterson has signed an operations agreement effective July 1, 2017 with Kathy McMenomen. The public hearing on the new liquor license is scheduled for August 8th.

Alan Peterson will be at the City Council meeting. He indicated that the vision for The Lodge is to be a neighborhood place where a person can come in have a burger and two beers and head on their way. Since beginning operations, they are seeking to get back to a foundation of a nice lunch, happy hour with an appetizer, improve the food, and catering. Mr. Peterson said they have already catered an event for Wicked Wort.

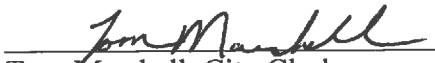
Recommendation

Because a resolution is required if there is imposition of a civil fine, staff have provided a resolution including findings and possible actions.



Marcia Glick, City Manager

CONCURRENCE:


Tom Marshall, City Clerk

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this _____ day of July, 2017.

RESOLUTION NO.

A RESOLUTION IMPOSING A CIVIL FINE ON THE LODGE FOR
FAILURE TO COMPLY WITH CITY CODE REQUIREMENTS

WHEREAS, City Code section 1205.01, subd 2 requires that Restaurants with Intoxicating Liquor Licenses have gross receipts attributable to no more than 60% to liquor and at least 40% to food sales; and

WHEREAS, on April 18, 2017 the City Council considered the fact that the receipts from The Lodge for 2016 had not met the 40% food sales requirements and that the first quarter of 2017 showed a continued decline in compliance; and

WHEREAS, the owner of the restaurant indicated an action plan to improve food sales, however the April and May receipts did not show improvement; and

WHEREAS, the City Council held a public hearing for July 11th at 6:30 p.m. to discuss The Lodge violating its liquor license by not keeping at least 40% of its sales food related; and

WHEREAS, a public hearing was held on July 11th and the June receipts required to be submitted at the end of June have not yet been received; and

WHEREAS, the restaurant is in the process of being sold to another party, liquor licenses are not transferrable, and application by the expected new owner had not been made by the time of the hearing; and

WHEREAS, the owner has not been forthcoming in providing monthly receipts as required by the City Council;

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

1. That a civil fine in the amount of _____ is imposed and due - ____
2. That the special license allowing liquor sales after 1 am is hereby revoked.
3. Direct the City Clerk to notify the Commissioner of the Department of Public Safety of the action taken, if required by Minn Stat. 340A.415

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

and the following voted against the same:

WHEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED
THIS ____ DAY OF JULY, 2017.

Regan L. Murphy, Mayor

ATTEST:

Tom Marshall, City Clerk



City of Robbinsdale

NEW BUSINESS A

MEMORANDUM

TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: July 18, 2017
RE: Resolution to Authorize Bond Sale

Background

On December 20, 2016, the City Council adopted the 2017 Budget and approved the 2017 - 2021 Capital Improvement Plan (CIP) Document. The 2017 Adopted Budget and CIP planned for the issuance of General Obligation Bonds to fund portions of the street reconstruction costs associated with the 2017 planned Street Capital Improvement Projects. On April 18, 2017, the City Council approved a resolution declaring intent to reimburse expenditures for Noble Avenue and Associated Adjacent Streets (37th Ave / 39 ½ Ave / Major Ave / 40 ½ Ave) – City Project 31817 (the “Project”) from the proceeds of tax exempt bonds.

Analysis/Conclusion

The text of the resolution provides the history and the objectives are clearly articulated in the resolution prepared by the bond counsel. The resolution allows staff to proceed with preparation of documents and bids. The resolution authorizes the issuance of bonds according to Minnesota Statutes. A Preliminary Offering Statement will be created and posted, and bids for the bonds will be solicited. Bids are to be received and opened on August 15, 2017, with the award going to the lowest bidder. A resolution for sale of the bonds to the lowest bidder will be provided at the August 15, 2017 City Council meeting for consideration.

The CIP planned for the issuance of General Obligation Utility and Street Reconstruction Bonds during 2017-2021. Project construction bids have been received and the contract was awarded by the City Council on April 14, 2017. City costs have been determined, as adjusted for costs which are eligible for reimbursements from State MSA funding. This method of financing will provide adequate cash flows for the various funds involved in the planned improvement projects and takes advantage of a very favorable interest rate environment.

Items to be financed include:

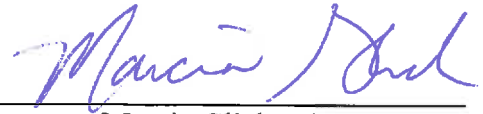
Project 31817 – Noble Avenue and Associated Adjacent Streets (37 th Ave / 39 ½ Ave / Major Ave / 40 ½ Ave)	
- Water Fund	\$675,000
- Sanitary Sewer Fund	760,000
- Storm Sewer Fund	1,095,000
- Permanent Improvement Fund – Streets	760,000
Total	<u>\$3,290,000</u>

The estimated cost of issuance and professional fees are included.

Springsted has prepared a recommendation for issuance of a \$3,290,000 General Obligation Bonds, Series 2017A (Exhibit 1).

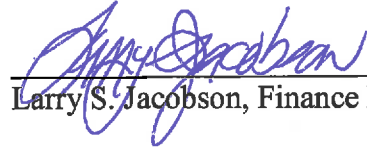
Recommendation

By motion, waive the reading and order the adoption of the RESOLUTION PROVIDING FOR THE ISSUANCE AND SALE OF GENERAL OBLIGATION STREET AND UTILITY IMPROVEMENT BONDS, SERIES 2017A, IN THE PROPOSED AGGREGATE PRINCIPAL AMOUNT OF \$3,290,000 (shown as Exhibit 2)



Marcia Glick, City Manager

CONCURRENCE:



Larry S. Jacobson, Finance Director

City of Robbinsdale, Minnesota

Recommendations for Issuance of Bonds

\$3,290,000 General Obligation Street and Utility Improvement Bonds, Series 2017A

The City Council has under consideration the issuance of bonds to finance a street improvement project and related utility projects within the City. This document provides information relative to the proposed issuance.

KEY EVENTS:

The following summary schedule includes the timing of some of the key events that will occur relative to the bond issuance.

July 18, 2017	Council sets sale date and terms
Week of July 31, 2017	Rating conference is conducted
August 15, 2017, 10:00 a.m.	Competitive proposals are received
August 15, 2017, 7:00 p.m.	Council considers award of the Bonds
September 14, 2017	Proceeds are received

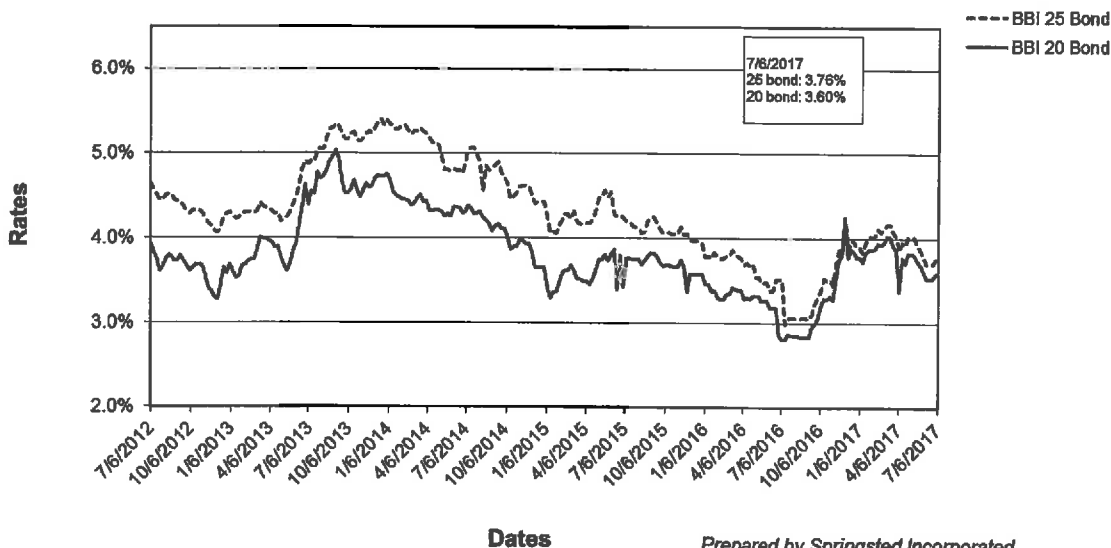
RATING:

An application will be made to S&P Global Ratings (S&P) for a rating on the Bonds. The City's general obligation debt is currently rated "AA+" by S&P.

THE MARKET:

Performance of the tax-exempt market is often measured by the Bond Buyer's Index ("BBI") which measures the yield of high grade municipal bonds in the 20th year for general obligation bonds (the BBI 20 Bond Index) and the 30th year for revenue bonds (the BBI 25 Bond Index). The following chart illustrates these two indices over the past five years.

**BBI 25-bond (Revenue) and 20-bond (G.O.) Rates for 5 Years
Ending 7/6/2017**



**POST ISSUANCE
COMPLIANCE:**

The issuance of the Bonds will result in post-issuance compliance responsibilities. The responsibilities are in two primary areas: i) compliance with federal arbitrage requirements and ii) compliance with secondary disclosure requirements.

Federal arbitrage requirements include a wide range of implications that have been taken into account as this issue has been structured. Post-issuance compliance responsibilities for this tax-exempt issue include both rebate and yield restriction provisions of the IRS Code. In general terms the arbitrage requirements control the earnings on unexpended bond proceeds, including investment earnings, moneys held for debt service payments (which are considered to be proceeds under the IRS regulations), and/or reserves. Under certain circumstances any "excess earnings" will need to be paid to the IRS to maintain the tax-exempt status of the Bonds. Any interest earnings on gross bond proceeds or debt service funds should not be spent until it has been determined based on actual facts that they are not "excess earnings" as defined by the IRS Code.

The arbitrage rules provide for spend-down exceptions for proceeds that are spent within either a 6-month, 18-month or 24-month period in accordance with certain spending criteria. Proceeds that qualify for an exception will be exempt from rebate. These exceptions are based on actual expenditures and not based on reasonable expectations, and expenditures, including any investment proceeds will have to meet the spending criteria to qualify for the exclusion. The City expects to meet the 18-month spending exception.

Regardless of whether the issue qualifies for an exemption from the rebate provisions, yield restriction provisions will apply to the debt service fund and any project proceeds unspent after three years and the funds should be monitored on an ongoing basis.

Secondary disclosure requirements result from an SEC requirement that underwriters provide ongoing disclosure information to investors. To meet this requirement, any prospective underwriter will require the City to commit to providing the information needed to comply under a continuing disclosure agreement.

The City and Springsted have entered into an Agreement for Municipal Advisor Services under which Springsted also provides arbitrage and continuing disclosure services to the City, including the Bonds.

**SUPPLEMENTAL
INFORMATION AND
BOND RECORD:**

Supplementary information will be available to staff including detailed terms and conditions of sale, comprehensive structuring schedules and information to assist in meeting post-issuance compliance responsibilities.

Upon completion of the financing, a bond record will be provided that contains pertinent documents and final debt service calculations for the transaction.

PURPOSE:

Proceeds of the Bonds will be used to finance the Noble Avenue project consisting of street improvements (the "Improvement Portion") and related utility improvements (the "Utility Portion"). Various sources of funds including state aid, watershed grant and City funds on hand in the total amount of \$1,300,000 are being used to reduce the borrowing amount of the Bonds.

AUTHORITY:

Statutory Authority: The Bonds are being issued pursuant to Minnesota Statutes, Chapters 429, 444 and 475.

Statutory Requirements: Pursuant to Minnesota Statutes, Chapter 429, at least 20% of the projected cost of the project must be paid from special assessments. The street project being issued under this statute meet that requirement with approximately 41% of the cost being assessed.

Pursuant to Minnesota Statutes, Chapter 444 and the resolution awarding the Bonds, the City will covenant to maintain rates in an amount sufficient to generate revenues to support the operation of its water, sanitary sewer and storm sewer utility funds (the "Utility Funds") and to pay debt service. The City is required to annually review the budget of their Utility Funds to determine whether current rates and charges are sufficient and to adjust them as necessary.

In addition to the Utility Portion of the Bonds, the City currently has three other bond issues outstanding payable from the City's Utility Funds. The table below shows net revenues available to pay debt service from the City's Utility Funds based on calendar year ended December 31, 2016 and the projected debt service payable from Utility Revenues, including the Utility Portion of the Bonds.

2016 Net Revenues - Utility Funds	<u>Water</u>	<u>Storm Sewer</u>	<u>Sanitary Sewer</u>	<u>Total</u>
Operating Revenues	\$1,714,506	\$948,942	\$1,891,384	\$4,554,832
Operating Expenses	<u>(928,901)</u>	<u>(781,494)</u>	<u>(1,585,875)</u>	<u>(3,296,270)</u>
Operating Income	\$785,605	\$167,448	\$305,509	\$1,258,562
Add: Depreciation	182,824	367,710	199,714	750,248
Nonoperating Revenues/(Expenses)	<u>692</u>	<u>1,795</u>	<u>16,580</u>	<u>19,067</u>
Net Revenues Available for DS	\$969,121	\$536,953	\$521,803	\$2,027,877
Projected Max Debt Service	\$377,964	\$324,141	\$503,536	\$1,205,641
Remaining Capacity:	\$591,158	\$212,812	\$18,267	\$822,236

**SECURITY AND
SOURCE OF
PAYMENT:**

The Bonds will be general obligations of the City, secured by its full faith and credit and taxing power.

In addition, the City will pledge special assessments against benefited properties net revenues of the City's water, sanitary sewer and storm sewer utility funds.

Improvement Portion – Special assessments in the principal amount of \$619,207 are expected to be filed in the fall of 2017 for first collection in 2018. The assessments will be collected over a term of ten years with level annual payments of principal and interest. Interest on the unpaid balance will be charged at a rate of 5.25%.

The City will be required to levy for a portion of the debt service on the Improvement Portion of the Bonds. The City will make their first levy for the Improvement Portion in 2017 for collection in 2018. Each year's collection of taxes and assessments will be used to make the August 1 interest payment due in the collection year and the February 1 principal and interest payment due the following year.

Utility Bond Portion – Net revenues of the City's Utility Funds will be used to make the debt service payments on the Utility Portion when due.

**STRUCTURING
SUMMARY:**

In consultation with the City, the Bonds have been structured as follows:

Improvement Portion: Debt service on the Improvement Portion of the Bonds has been structured around the projected assessment income to result in approximately level annual levy requirement for a term of 10 years.

Utility Portion: Debt service on the Utility Portion of the Bonds has been structured with a term of 10 years with approximately level annual payments of debt service.

**SCHEDULES
ATTACHED:**

Schedules attached for the Bonds include; sources and uses of funds; net debt service schedules for the Bonds as a whole, by statutory authority and by repayment source; projected assessment income; and an aggregate debt schedule by utility fund.

**RISKS/SPECIAL
CONSIDERATIONS:**

The outcome of this financing will rely on the market conditions at the time of the sale. Any projections included herein are estimates based on current market conditions.

Principal payments on the Improvement Portion of the Bonds have been structured around projected future assessment collections. If actual assessment collections are different than projected (lower annual collections due to delinquencies or prepayments), the levy requirements will differ from what is shown in these Recommendations.

**SALE TERMS AND
MARKETING:**

Variability of Issue Size: A specific provision in the sale terms permits modifications to the issue size and/or maturity structure to customize the issue once the price and interest rates are set on the day of sale.

Prepayment Provisions: Bonds maturing on or after February 1, 2026 may be prepaid at a price of par plus accrued interest on or after February 1, 2025.

Bank Qualification: The City does not expect to issue more than \$10 million in tax-exempt obligations that count against the \$10 million limit for this calendar year; therefore, the Bonds are designated as bank qualified.

\$3,290,000

City of Robbinsdale, Minnesota
General Obligation Street and Utility Improvement Bonds, Series 2017A
Issue Summary

Total Issue Sources And Uses

Dated 09/14/2017 | Delivered 09/14/2017

	Improvement Portion	Utility Portion			Issue Summary
		Storm Utility	Sanitary Utility	Water Utility	
Sources Of Funds					
Par Amount of Bonds.....	\$760,000.00	\$1,095,000.00	\$760,000.00	\$675,000.00	\$3,290,000.00
State Aid.....	656,889.91	343,110.09	-	-	1,000,000.00
City Cash on Hand.....	100,000.00	50,000.00	50,000.00	50,000.00	250,000.00
Watershed Grant.....	-	50,000.00	-	-	50,000.00
Total Sources.....	\$1,516,889.91	\$1,538,110.09	\$810,000.00	\$725,000.00	\$4,590,000.00
Uses Of Funds					
Deposit to Project Construction Fund.....	1,497,109.87	1,510,430.83	795,102.82	708,280.50	4,510,924.02
Costs of Issuance.....	11,592.91	16,702.91	11,592.88	10,296.30	50,185.00
Total Underwriter's Discount (0.800%).....	6,080.00	8,760.00	6,080.00	5,400.00	26,320.00
Rounding Amount.....	2,107.13	2,216.35	(2,775.70)	1,023.20	2,570.98
Total Uses.....	\$1,516,889.91	\$1,538,110.09	\$810,000.00	\$725,000.00	\$4,590,000.00



\$3,290,000

City of Robbinsdale, Minnesota
General Obligation Street and Utility Improvement Bonds, Series 2017A
Issue Summary

NET DEBT SERVICE SCHEDULE

Date	Principal	Coupon	Interest	Total P+I	105% of Total	Assessment	Storm Utility	Sanitary Utility	Water Utility	Levy Required
02/01/2018	-	-	-	-	-	-	-	-	-	-
02/01/2019	285,000.00	1.150%	77,556.16	362,556.16	380,683.97	82,370.02	126,839.09	87,080.09	79,684.70	4,710.07
02/01/2020	310,000.00	1.250%	52,900.00	362,900.00	381,045.00	82,370.01	128,724.75	86,354.63	79,611.00	3,984.61
02/01/2021	320,000.00	1.350%	48,025.00	368,025.00	387,476.25	82,370.01	127,346.63	90,685.88	78,757.88	8,315.87
02/01/2022	320,000.00	1.500%	44,705.00	364,705.00	382,940.25	82,370.01	125,858.25	89,622.75	77,836.50	7,252.74
02/01/2023	325,000.00	1.600%	39,905.00	364,905.00	383,150.25	82,370.02	129,454.50	88,441.50	76,812.75	6,071.48
02/01/2024	330,000.00	1.700%	34,705.00	364,705.00	382,940.25	82,370.02	127,806.50	87,181.50	80,970.75	4,811.48
02/01/2025	345,000.00	1.850%	29,085.00	374,085.00	382,799.75	82,370.01	130,893.00	91,092.75	79,721.25	8,722.74
02/01/2026	345,000.00	2.000%	22,712.50	367,712.50	386,098.13	82,370.02	128,659.13	88,538.75	78,361.50	7,168.73
02/01/2027	345,000.00	2.150%	15,812.50	360,812.50	373,853.13	82,370.00	126,244.13	87,858.75	76,891.50	5,488.75
02/01/2028	365,000.00	2.300%	8,395.00	373,395.00	392,064.75	82,370.01	128,898.00	91,302.75	80,561.25	8,932.74
Total	\$3,290,000.00	-	\$374,811.16	\$3,664,811.16	\$3,848,051.72	\$823,700.13	\$1,280,523.96	\$889,159.34	\$789,209.07	\$65,459.21

Dated.....
Delivery Date.....
First Coupon Date.....
Yield Statistics

9/14/2017
9/14/2017
8/01/2018

Bond Year Dollars.....
Average Life.....
Average Coupon.....
Net Interest Cost (NIC).....
True Interest Cost (TIC).....
Bond Yield for Arbitrage Purposes.....
All Inclusive Cost (AIC).....
IRS Form 8038
Net Interest Cost.....
Weighted Average Maturity.....
\$19,932.03
6.058 Years
1.8804467%
2.0124955%
2.0141936%
1.8720702%
2.2895022%
1.8804467%
6.058 Years

\$760,000

City of Robbinsdale, Minnesota
General Obligation Street and Utility Improvement Bonds, Series 2017A
Improvement Portion

NET DEBT SERVICE SCHEDULE

Date	Principal	Coupon	Interest	Total P+I	105% of Total	Assessment	Levy Required
02/01/2018	-	-	-	-	-	-	-
02/01/2019	65,000.00	1.150%	17,933.42	82,933.42	87,080.09	82,370.02	4,710.07
02/01/2020	70,000.00	1.250%	12,242.50	82,242.50	86,354.63	82,370.01	3,984.62
02/01/2021	75,000.00	1.350%	11,367.50	86,367.50	90,685.88	82,370.01	8,315.86
02/01/2022	75,000.00	1.500%	10,355.00	85,355.00	89,622.75	82,370.01	7,252.74
02/01/2023	75,000.00	1.600%	9,230.00	84,230.00	88,441.50	82,370.02	6,071.48
02/01/2024	75,000.00	1.700%	8,030.00	83,030.00	87,181.50	82,370.02	4,811.48
02/01/2025	80,000.00	1.850%	6,755.00	86,755.00	91,092.75	82,370.01	8,722.74
02/01/2026	80,000.00	2.000%	5,275.00	85,275.00	89,538.75	82,370.02	7,168.73
02/01/2027	80,000.00	2.150%	3,675.00	83,675.00	87,858.75	82,370.00	5,488.75
02/01/2028	85,000.00	2.300%	1,955.00	86,955.00	91,302.75	82,370.01	8,932.74
Total	\$760,000.00	-	\$86,818.42	\$846,818.42	\$889,159.34	\$823,700.13	\$65,459.21

Dated..... 9/14/2017
Delivery Date..... 9/14/2017
First Coupon Date..... 8/01/2018

Yield Statistics

Bond Year Dollars..... \$4,614.22
Average Life..... 6.071 Years
Average Coupon..... 1.8815396%
Net Interest Cost (NIC)..... 2.0133062%
True Interest Cost (TIC)..... 2.0150006%
Bond Yield for Arbitrage Purposes..... 1.8720702%
All Inclusive Cost (AIC)..... 2.2897467%

IRS Form 8038

Net Interest Cost..... 1.8815396%
Weighted Average Maturity..... 6.071 Years

\$2,530,000

City of Robbinsdale, Minnesota
General Obligation Street and Utility Improvement Bonds, Series 2017A
Utility Portion

DEBT SERVICE SCHEDULE

Date	Principal	Coupon	Interest	Total P+I	105% DS	Storm	Sanitary	Water
02/01/2018	-	-	-	-	-	-	-	-
02/01/2019	220,000.00	1.150%	59,622.74	279,622.74	293,603.88	128,839.09	87,080.09	79,684.70
02/01/2020	240,000.00	1.250%	40,657.50	280,657.50	294,690.38	128,724.75	86,354.63	79,611.00
02/01/2021	245,000.00	1.350%	37,657.50	282,657.50	296,790.38	127,348.83	90,685.88	78,757.88
02/01/2022	245,000.00	1.500%	34,350.00	279,350.00	293,317.50	125,858.25	89,622.75	77,836.50
02/01/2023	250,000.00	1.600%	30,675.00	280,675.00	294,708.75	129,454.50	88,441.50	76,812.75
02/01/2024	255,000.00	1.700%	26,675.00	281,675.00	295,758.75	127,606.50	87,181.50	80,970.75
02/01/2025	265,000.00	1.850%	22,340.00	287,340.00	301,707.00	130,893.00	91,092.75	79,721.25
02/01/2026	265,000.00	2.000%	17,437.50	282,437.50	296,559.38	128,659.13	89,538.75	76,361.50
02/01/2027	265,000.00	2.150%	12,137.50	277,137.50	290,994.38	126,244.13	87,858.75	76,891.50
02/01/2028	280,000.00	2.300%	6,440.00	286,440.00	300,762.00	128,898.00	91,302.75	80,561.25
Total	\$2,530,000.00	-	\$287,992.74	\$2,817,992.74	\$2,958,892.38	\$1,280,523.96	\$889,159.34	\$789,209.07

SIGNIFICANT DATES

Dated..... 9/14/2017
Delivery Date..... 9/14/2017
First Coupon Date..... 8/01/2018

Yield Statistics

Bond Year Dollars..... \$15,317.81
Average Life..... 6.054 Years
Average Coupon..... 1.88011755%
Net Interest Cost (NIC)..... 2.0122513%
True Interest Cost (TIC)..... 2.0139505%
Bond Yield for Arbitrage Purposes..... 1.8717403%
All Inclusive Cost (AIC)..... 2.3733146%
IRS Form 8038.....
Net Interest Cost..... 1.8801175%
Weighted Average Maturity..... 6.054 Years

\$1,095,000

City of Robbinsdale, Minnesota
General Obligation Street and Utility Improvement Bonds, Series 2017A
Utility Portion - Storm

DEBT SERVICE SCHEDULE

Date	Principal	Coupon	Interest	Total P+I	105% D/S
02/01/2018	-	-	-	-	-
02/01/2019	95,000.00	1.150%	25,799.13	120,799.13	126,839.09
02/01/2020	105,000.00	1.250%	17,595.00	122,595.00	128,724.75
02/01/2021	105,000.00	1.350%	16,282.50	121,282.50	127,346.63
02/01/2022	105,000.00	1.500%	14,865.00	119,865.00	125,858.25
02/01/2023	110,000.00	1.600%	13,290.00	123,290.00	129,454.50
02/01/2024	110,000.00	1.700%	11,530.00	121,530.00	127,606.50
02/01/2025	115,000.00	1.850%	9,660.00	124,660.00	130,893.00
02/01/2026	115,000.00	2.000%	7,532.50	122,532.50	128,659.13
02/01/2027	115,000.00	2.150%	5,232.50	120,232.50	126,244.13
02/01/2028	120,000.00	2.300%	2,760.00	122,760.00	128,898.00
Total	\$1,095,000.00	-	\$124,546.63	\$1,219,546.63	\$1,280,523.96

SIGNIFICANT DATES

Dated..... 9/14/2017
Delivery Date..... 9/14/2017
First Coupon Date..... 8/01/2018

\$760,000

City of Robbinsdale, Minnesota
General Obligation Street and Utility Improvement Bonds, Series 2017A
Utility Portion - Sanitary

DEBT SERVICE SCHEDULE

Date	Principal	Coupon	Interest	Total P+I	105% D/S
02/01/2018	-	-	-	-	-
02/01/2019	65,000.00	1.150%	17,933.42	82,933.42	87,080.09
02/01/2020	70,000.00	1.250%	12,242.50	82,242.50	86,354.63
02/01/2021	75,000.00	1.350%	11,367.50	86,367.50	90,685.88
02/01/2022	75,000.00	1.500%	10,355.00	85,355.00	89,622.75
02/01/2023	75,000.00	1.600%	9,230.00	84,230.00	88,441.50
02/01/2024	75,000.00	1.700%	8,030.00	83,030.00	87,181.50
02/01/2025	80,000.00	1.850%	6,755.00	86,755.00	91,092.75
02/01/2026	80,000.00	2.000%	5,275.00	85,275.00	89,538.75
02/01/2027	80,000.00	2.150%	3,675.00	83,675.00	87,858.75
02/01/2028	85,000.00	2.300%	1,955.00	86,955.00	91,302.75
Total	\$760,000.00	-	\$86,818.42	\$846,818.42	\$889,159.34

SIGNIFICANT DATES

Dated..... 9/14/2017
Delivery Date..... 9/14/2017
First Coupon Date..... 8/01/2018

\$675,000

City of Robbinsdale, Minnesota
General Obligation Street and Utility Improvement Bonds, Series 2017A
Utility Portion - Water

DEBT SERVICE SCHEDULE

Date	Principal	Coupon	Interest	Total P+I	105% D/S
02/01/2018	-	-	-	-	-
02/01/2019	60,000.00	1.150%	15,890.19	75,890.19	79,684.70
02/01/2020	65,000.00	1.250%	10,820.00	75,820.00	79,611.00
02/01/2021	65,000.00	1.350%	10,007.50	75,007.50	78,757.88
02/01/2022	65,000.00	1.500%	9,130.00	74,130.00	77,836.50
02/01/2023	65,000.00	1.600%	8,155.00	73,155.00	76,812.75
02/01/2024	70,000.00	1.700%	7,115.00	77,115.00	80,970.75
02/01/2025	70,000.00	1.850%	5,925.00	75,925.00	79,721.25
02/01/2026	70,000.00	2.000%	4,630.00	74,630.00	78,361.50
02/01/2027	70,000.00	2.150%	3,230.00	73,230.00	76,891.50
02/01/2028	75,000.00	2.300%	1,725.00	76,725.00	80,561.25
Total	\$675,000.00	-	\$76,627.69	\$751,627.69	\$789,209.07

SIGNIFICANT DATES

Dated..... 9/14/2017
Delivery Date..... 9/14/2017
First Coupon Date..... 8/01/2018

\$619,207

City of Robbinsdale, Minnesota
General Obligation Street and Utility Improvement Bonds, Series 2017A

ASSESSMENT INCOME

Date	Principal	Coupon	Interest	Total PMT
12/31/2017	-	-	-	-
12/31/2018	40,199.41	5.250%	42,170.61	82,370.02
12/31/2019	51,972.09	5.250%	30,397.92	82,370.01
12/31/2020	54,700.63	5.250%	27,669.38	82,370.01
12/31/2021	57,572.41	5.250%	24,797.60	82,370.01
12/31/2022	60,594.96	5.250%	21,775.06	82,370.02
12/31/2023	63,776.20	5.250%	18,593.82	82,370.02
12/31/2024	67,124.45	5.250%	15,245.56	82,370.01
12/31/2025	70,648.48	5.250%	11,721.54	82,370.02
12/31/2026	74,357.52	5.250%	8,012.48	82,370.00
12/31/2027	78,261.29	5.250%	4,108.72	82,370.01
Total	\$619,207.44	-	\$204,492.69	\$823,700.13

SIGNIFICANT DATES

Filing Date..... 9/14/2017
First Payment Date..... 12/31/2018

Aggregate Water Debt

Calendar Year	2012A \$1,130,000	2013A \$850,000	2015A \$715,000	2017A \$675,000	TOTAL
2017	5,198.75	8,312.50	8,575.00		22,086.25
2018	119,847.50	95,425.00	81,175.00	10,135.19	306,582.69
2019	123,665.00	97,950.00	79,225.00	71,165.00	372,005.00
2020	122,256.25	95,400.00	82,200.00	75,413.75	375,270.00
2021	125,520.00	97,775.00	80,100.00	74,568.75	377,962.75
2022	123,480.00	95,468.75	78,000.00	73,642.50	370,591.25
2023	121,200.00	98,443.75	80,825.00	72,635.00	373,103.75
2024	-	96,187.50	78,950.00	76,520.00	251,657.50
2025	-	-	82,400.00	75,277.50	157,677.50
2026	-	-	80,800.00	73,930.00	154,730.00
2027				72,477.50	72,477.50
2028				75,862.50	75,862.50
	\$741,167.50	- \$684,962.50	\$732,250.00	- \$751,627.69	\$2,910,007.69

Aggregate Sanitary Sewer Debt

Calendar Year	2012A \$1,175,000	2013A \$1,725,000	2015A \$795,000	2017A \$760,000	TOTAL
2017	5,405.00	16,943.75	9,575.00		31,923.75
2018	130,210.00	196,412.50	88,100.00	11,438.42	426,160.92
2019	128,950.00	196,387.50	90,925.00	77,616.25	493,878.75
2020	127,480.00	196,212.50	88,675.00	81,805.00	494,172.50
2021	125,710.00	195,887.50	91,350.00	85,861.25	498,808.75
2022	128,625.00	201,168.75	88,950.00	84,792.50	503,536.25
2023	126,250.00	197,012.50	91,475.00	83,630.00	498,367.50
2024	-	197,437.50	89,350.00	82,392.50	369,180.00
2025	-	-	87,650.00	86,015.00	173,665.00
2026	-	-	90,900.00	84,475.00	175,375.00
2027				82,815.00	82,815.00
2028				85,977.50	85,977.50
	\$772,630.00	\$1,397,462.50	\$816,950.00	\$846,818.42	\$3,833,860.92

Aggregate Storm Sewer Debt

Calendar Year	2012A \$255,000	2013A \$240,000	2015A \$1,295,000	2017A \$1,095,000	TOTAL
2017	1,156.25	2,359.38	15,575.00		19,090.63
2018	27,187.50	29,343.75	144,425.00	16,455.38	217,411.63
2019	26,925.00	28,593.75	145,900.00	113,141.25	314,560.00
2020	26,618.75	27,843.75	147,225.00	121,938.75	323,626.25
2021	26,250.00	27,093.75	148,400.00	120,573.75	322,317.50
2022	25,825.00	26,453.13	144,500.00	119,077.50	315,855.63
2023	30,300.00	25,906.25	145,525.00	122,410.00	324,141.25
2024	-	25,312.50	147,100.00	120,595.00	293,007.50
2025	-	-	144,300.00	123,596.25	267,896.25
2026	-	-	146,450.00	121,382.50	267,832.50
2027				118,996.25	118,996.25
2028				121,380.00	121,380.00
	\$164,262.50	\$192,906.25	\$1,329,400.00	\$1,219,546.63	\$2,906,115.38

Aggregate | 7/ 7/2017 | 11:03 AM



Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 18th day of July, 2017.

RESOLUTION NO. _____

**RESOLUTION PROVIDING FOR THE ISSUANCE AND SALE
OF GENERAL OBLIGATION STREET AND UTILITY
IMPROVEMENT BONDS, SERIES 2017A, IN THE PROPOSED
AGGREGATE PRINCIPAL AMOUNT OF \$3,290,000**

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

1. Improvement Bonds.

(a) The City is authorized by Minnesota Statutes, Chapters 429 and 475, as amended (collectively, the "Improvement Act"), to issue obligations in an amount deemed necessary to defray in whole or in part the expense incurred and estimated to be incurred in making improvements authorized by the Improvement Act.

(b) Certain assessable public improvements within the City (the "Assessable Improvements") have been made, duly ordered, or contracts let pursuant to the provisions of the Improvement Act.

(c) The City Council finds it necessary and expedient to the sound financial management of the affairs of the City to issue obligations in the proposed principal amount of \$760,000, pursuant to the Improvement Act, to provide financing for a portion of the costs of the Assessable Improvements.

2. Utility Revenue Bonds.

(a) The City engineer has recommended the construction of various improvements to the City's sanitary sewer, water, and storm sewer systems (collectively, the "Utility Improvements"), pursuant to Minnesota Statutes, Chapters 444 and 475, as amended (collectively, the "Utility Revenue Act").

(b) The City Council finds it necessary and expedient to the sound financial management of the affairs of the City to issue obligations in the proposed principal amount of \$2,530,000, pursuant to the Utility Revenue Act, to provide financing for the Utility Improvements.

3. Sale of Bonds.

(a) It is necessary and expedient to the sound financial management of the affairs of the City to issue its General Obligation Street and Utility Improvement Bonds, Series 2017A (the "Bonds"), in the proposed aggregate principal amount of \$3,290,000, pursuant to the Improvement Act and the Utility Revenue Act (collectively, the "Act"), to provide financing for the Assessable Improvements and the Utility Improvements. The Bonds will be issued, sold, and delivered in accordance with the Terms of Proposal attached hereto as EXHIBIT A (the "Terms of Proposal").

(b) The City is authorized by Section 475.60, subdivision 2(9) of the Act to negotiate the sale of the Bonds, it being determined that the City has retained an independent municipal advisor in connection with such sale. The actions of City staff and municipal advisor in negotiating the sale of the Bonds are ratified and confirmed in all respects.

4. Authority of Municipal Advisor. Springsted Incorporated is authorized and directed to negotiate the Bonds in accordance with the Terms of Proposal. The City Council will meet at 7:00 P.M. on Tuesday, August 15, 2017, to consider proposals on the Bonds and take any other appropriate action with respect to the Bonds.

5. Authority of Bond Counsel. The law firm of Kennedy & Graven, Chartered, as bond counsel for the City, is authorized to act as bond counsel and to assist in the preparation and review of necessary documents, certificates and instruments relating to the Bonds. The officers, employees and agents of the City are hereby authorized to assist Kennedy & Graven, Chartered in the preparation of such documents, certificates, and instruments.

6. Covenants. In the resolution awarding the sale of the Bonds the City Council will set forth the covenants and undertakings required by the Act.

7. Official Statement. In connection with the sale of the Bonds, the officers or employees of the City are authorized and directed to cooperate with Springsted Incorporated and participate in the preparation of an official statement for the Bonds and to execute and deliver it on behalf of the City upon its completion.

(The remainder of this page is intentionally left blank.)

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

and the following voted against the same:

WHEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED THIS 18TH DAY OF JULY, 2017.

Regan Murphy, Mayor

ATTEST:

Tom Marshall, City Clerk

EXHIBIT A
TERMS OF PROPOSAL

THE CITY HAS AUTHORIZED SPRINGSTED INCORPORATED TO NEGOTIATE THIS ISSUE ON ITS BEHALF. PROPOSALS WILL BE RECEIVED ON THE FOLLOWING BASIS:

TERMS OF PROPOSAL

\$3,290,000*

CITY OF ROBBINSDALE, MINNESOTA

GENERAL OBLIGATION STREET AND UTILITY IMPROVEMENT BONDS, SERIES 2017A

(BOOK ENTRY ONLY)

Proposals for the above-referenced obligations (the "Bonds") will be received by the City of Robbinsdale, Minnesota (the "City") on Tuesday, August 15, 2017, (the "Sale Date") until 10:00 A.M., Central Time at the offices of Springsted Incorporated ("Springsted"), 380 Jackson Street, Suite 300, Saint Paul, Minnesota, 55101, after which time proposals will be opened and tabulated. Consideration for award of the Bonds will be by the City Council at 7:00 P.M., Central Time, of the same day.

SUBMISSION OF PROPOSALS

Springsted will assume no liability for the inability of a bidder to reach Springsted prior to the time of sale specified above. All bidders are advised that each proposal shall be deemed to constitute a contract between the bidder and the City to purchase the Bonds regardless of the manner in which the proposal is submitted.

(a) **Sealed Bidding.** Proposals may be submitted in a sealed envelope or by fax (651) 223-3046 to Springsted. Signed proposals, without final price or coupons, may be submitted to Springsted prior to the time of sale. The bidder shall be responsible for submitting to Springsted the final proposal price and coupons, by telephone (651) 223-3000 or fax (651) 223-3046 for inclusion in the submitted proposal.

OR

(b) **Electronic Bidding.** Notice is hereby given that electronic proposals will be received via PARITY®. For purposes of the electronic bidding process, the time as maintained by PARITY® shall constitute the official time with respect to all proposals submitted to PARITY®. *Each bidder shall be solely responsible for making necessary arrangements to access PARITY® for purposes of submitting its electronic proposal in a timely manner and in compliance with the requirements of the Terms of Proposal.* Neither the City, its agents, nor PARITY® shall have any duty or obligation to undertake registration to bid for any prospective bidder or to provide or ensure electronic access to any qualified prospective bidder, and neither the City, its agents, nor PARITY® shall be responsible for a bidder's failure to register to bid or for any failure in the proper operation of, or have any liability for any delays or interruptions of or any damages caused by the services of PARITY®. The City is using the services of PARITY® solely as a communication mechanism to conduct the electronic bidding for the Bonds, and PARITY® is not an agent of the City.

If any provisions of this Terms of Proposal conflict with information provided by PARITY®, this Terms of Proposal shall control. Further information about PARITY®, including any fee charged, may be obtained from:

PARITY®, 1359 Broadway, 2nd Floor, New York, New York 10018
Customer Support: (212) 849-5000

* Preliminary; subject to change.

DETAILS OF THE BONDS

The Bonds will be dated as of the date of delivery and will bear interest payable on February 1 and August 1 of each year, commencing August 1, 2018. Interest will be computed on the basis of a 360-day year of twelve 30-day months.

The Bonds will mature February 1 in the years and amounts* as follows:

2019	\$285,000	2021	\$320,000	2023	\$325,000	2025	\$345,000	2027	\$345,000
2020	\$310,000	2022	\$320,000	2024	\$330,000	2026	\$345,000	2028	\$365,000

* *The City reserves the right, after proposals are opened and prior to award, to increase or reduce the principal amount of the Bonds or the amount of any maturity or maturities in multiples of \$5,000. In the event the amount of any maturity is modified, the aggregate purchase price will be adjusted to result in the same gross spread per \$1,000 of Bonds as that of the original proposal. Gross spread for this purpose is the differential between the price paid to the City for the new issue and the prices at which the proposal indicates the securities will be initially offered to the investing public.*

Proposals for the Bonds may contain a maturity schedule providing for a combination of serial bonds and term bonds. All term bonds shall be subject to mandatory sinking fund redemption at a price of par plus accrued interest to the date of redemption scheduled to conform to the maturity schedule set forth above. In order to designate term bonds, the proposal must specify "Years of Term Maturities" in the spaces provided on the proposal form.

BOOK ENTRY SYSTEM

The Bonds will be issued by means of a book entry system with no physical distribution of Bonds made to the public. The Bonds will be issued in fully registered form and one Bond, representing the aggregate principal amount of the Bonds maturing in each year, will be registered in the name of Cede & Co. as nominee of The Depository Trust Company ("DTC"), New York, New York, which will act as securities depository for the Bonds. Individual purchases of the Bonds may be made in the principal amount of \$5,000 or any multiple thereof of a single maturity through book entries made on the books and records of DTC and its participants. Principal and interest are payable by the registrar to DTC or its nominee as registered owner of the Bonds. Transfer of principal and interest payments to participants of DTC will be the responsibility of DTC; transfer of principal and interest payments to beneficial owners by participants will be the responsibility of such participants and other nominees of beneficial owners. The lowest bidder (the "Purchaser"), as a condition of delivery of the Bonds, will be required to deposit the Bonds with DTC.

REGISTRAR

The City will name the registrar which shall be subject to applicable regulations of the Securities and Exchange Commission. The City will pay for the services of the registrar.

OPTIONAL REDEMPTION

The City may elect on February 1, 2025, and on any day thereafter, to redeem Bonds due on or after February 1, 2026. Redemption may be in whole or in part and if in part at the option of the City and in such manner as the City shall determine. If less than all Bonds of a maturity are called for redemption, the City will notify DTC of the particular amount of such maturity to be redeemed. DTC will determine by lot the amount of each participant's interest in such maturity to be redeemed and each participant will then select by lot the beneficial ownership interests in such maturity to be redeemed. All redemptions shall be at a price of par plus accrued interest.

SECURITY AND PURPOSE

The Bonds will be general obligations of the City for which the City will pledge its full faith and credit and power to levy direct general ad valorem taxes. In addition, the City will pledge special assessments against benefited properties and net revenues of the City's water, sanitary sewer and storm sewer utilities for repayment of a portion of the Bonds. The proceeds will be used to (i) finance various improvement projects within the City; (ii) finance various utility improvement projects within the City; and (iii) pay the costs associated with the issuance of the Bonds.

BIDDING PARAMETERS

Proposals shall be for not less than \$3,263,680 plus accrued interest, if any, on the total principal amount of the Bonds. No proposal can be withdrawn or amended after the time set for receiving proposals on the Sale Date unless the meeting of the City scheduled for award of the Bonds is adjourned, recessed, or continued to another date without award of the Bonds having been made. Rates shall be in integral multiples of 1/100 or 1/8 of 1%. The initial price to the public as stated on the proposal for each maturity must be 98.0% or greater. Bonds of the same maturity shall bear a single rate from the date of the Bonds to the date of maturity. No conditional proposals will be accepted.

ESTABLISHMENT OF ISSUE PRICE PRIOR TO CLOSING

In order to provide the City with information necessary for compliance with Section 148 of the Internal Revenue Code of 1986, as amended, and the Treasury Regulations promulgated thereunder (collectively, the "Code"), the Purchaser will be required to assist the City in establishing the issue price of the Bonds and shall complete, execute, and deliver to the City prior to the closing date, a written certification in a form acceptable to the Purchaser, the City, and Bond Counsel (the "Issue Price Certificate") containing the following for each maturity of the Bonds (and, if different interest rates apply within a maturity, to each separate CUSIP number within that maturity): (i) the interest rate; (ii) the reasonably expected initial offering price to the "public" (as said term is defined in Treasury Regulation Section 1.148-1(f) (the "Regulation")) or the sale price; and (iii) pricing wires or equivalent communications supporting such offering or sale price. However, such Issue Price Certificate may indicate that the Purchaser has purchased the Bonds for its own account in a capacity other than as an underwriter or wholesaler, and currently has no intent to reoffer the Bonds for sale to the public. Any action to be taken or documentation to be received by the City pursuant hereto may be taken or received on behalf of the City by Springsted.

The City intends that the sale of the Bonds pursuant to this Terms of Proposal shall constitute a "competitive sale" as defined in the Regulation based on the following:

- (i) the City shall cause this Terms of Proposal to be disseminated to potential bidders in a manner that is reasonably designed to reach potential bidders;
- (ii) all bidders shall have an equal opportunity to submit a bid;
- (iii) the City reasonably expects that it will receive bids from at least three bidders that have established industry reputations for underwriting municipal bonds such as the Bonds; and
- (iv) the City anticipates awarding the sale of the Bonds to the bidder who provides a proposal with the lowest true interest cost, as set forth in this Terms of Proposal (See "AWARD" herein).

Any bid submitted pursuant to this Terms of Proposal shall be considered a firm offer for the purchase of the Bonds, as specified in the proposal. The Purchaser shall constitute an "underwriter" as said term is defined in the Regulation. By submitting its proposal, the Purchaser confirms that it shall require any agreement among underwriters, a selling group agreement, or other agreement to which it is a party relating to the initial sale of the Bonds, to include provisions requiring compliance with the provisions of the Code and the Regulation regarding the initial sale of the Bonds.

If all of the requirements of a "competitive sale" are not satisfied, the City shall advise the Purchaser of such fact prior to the time of award of the sale of the Bonds to the Purchaser. In such event, any proposal submitted will not be subject to cancellation or withdrawal. Within twenty-four (24) hours of the notice of award of the sale of the Bonds, the Purchaser shall advise the City and Springsted if a "substantial amount" (as defined in the Regulation) of any maturity of the Bonds (and, if different interest rates apply within a maturity, to each separate CUSIP number within that maturity) has been sold to the public and the price at which such substantial amount was sold. The City will treat such sale price as the "issue price" for such maturity, applied on a maturity-by-maturity basis. The City will not require the Purchaser to comply with that portion of the Regulation commonly described as the "hold-the-offering-price" requirement for the remaining maturities, but the Purchaser may elect such option. If the Purchaser exercises such option, the City will apply the initial offering price to the public provided in the proposal as the issue price for such maturities. If the Purchaser does not exercise that option, it shall thereafter promptly provide the City and Springsted the prices at which a substantial amount of such maturities are sold to the public; provided such determination shall be made and the City and Springsted notified of such prices not later than three (3) business days prior to the closing date.

GOOD FAITH DEPOSIT

To have its proposal considered for award, the Purchaser is required to submit a good faith deposit to the City in the amount of \$32,900 (the "Deposit") no later than 1:00 P.M., Central Time on the Sale Date. The Deposit may be delivered as described herein in the form of either (i) a certified or cashier's check payable to the City; or (ii) a wire transfer. The Purchaser shall be solely responsible for the timely delivery of its Deposit whether by check or wire transfer. Neither the City nor Springsted have any liability for delays in the receipt of the Deposit. If the Deposit is not received by the specified time, the City may, at its sole discretion, reject the proposal of the lowest bidder, direct the second lowest bidder to submit a Deposit, and thereafter award the sale to such bidder.

Certified or Cashier's Check. A Deposit made by certified or cashier's check will be considered timely delivered to the City if it is made payable to the City and delivered to Springsted Incorporated, 380 Jackson Street, Suite 300, Saint Paul, Minnesota 55101 by the time specified above.

Wire Transfer. A Deposit made by wire will be considered timely delivered to the City upon submission of a federal wire reference number by the specified time. Wire transfer instructions will be available from Springsted following the receipt and tabulation of proposals. The successful bidder must send an e-mail including the following information: (i) the federal reference number and time released; (ii) the amount of the wire transfer; and (iii) the issue to which it applies.

Once an award has been made, the Deposit received from the Purchaser will be retained by the City and no interest will accrue to the Purchaser. The amount of the Deposit will be deducted at settlement from the purchase price. In the event the Purchaser fails to comply with the accepted proposal, said amount will be retained by the City.

AWARD

The Bonds will be awarded on the basis of the lowest interest rate to be determined on a true interest cost (TIC) basis calculated on the proposal prior to any adjustment made by the City. The City's computation of the interest rate of each proposal, in accordance with customary practice, will be controlling.

The City will reserve the right to: (i) waive non-substantive informalities of any proposal or of matters relating to the receipt of proposals and award of the Bonds, (ii) reject all proposals without cause, and (iii) reject any proposal that the City determines to have failed to comply with the terms herein.

BOND INSURANCE AT PURCHASER'S OPTION

The City has not applied for or pre-approved a commitment for any policy of municipal bond insurance with respect to the Bonds. If the Bonds qualify for municipal bond insurance and a bidder desires to purchase a policy, such indication, the maturities to be insured, and the name of the desired insurer must

be set forth on the bidder's proposal. The City specifically reserves the right to reject any bid specifying municipal bond insurance, even though such bid may result in the lowest TIC to the City. All costs associated with the issuance and administration of such policy and associated ratings and expenses (other than any independent rating requested by the City) shall be paid by the successful bidder. Failure of the municipal bond insurer to issue the policy after the award of the Bonds shall not constitute cause for failure or refusal by the successful bidder to accept delivery of the Bonds.

CUSIP NUMBERS

If the Bonds qualify for assignment of CUSIP numbers such numbers will be printed on the Bonds, but neither the failure to print such numbers on any Bond nor any error with respect thereto will constitute cause for failure or refusal by the Purchaser to accept delivery of the Bonds. The CUSIP Service Bureau charge for the assignment of CUSIP identification numbers shall be paid by the Purchaser.

SETTLEMENT

On or about September 14, 2017, the Bonds will be delivered without cost to the Purchaser through DTC in New York, New York. Delivery will be subject to receipt by the Purchaser of an approving legal opinion of Kennedy & Graven, Chartered of Minneapolis, Minnesota, and of customary closing papers, including a no-litigation certificate. On the date of settlement, payment for the Bonds shall be made in federal, or equivalent, funds that shall be received at the offices of the City or its designee not later than 12:00 Noon, Central Time. Unless compliance with the terms of payment for the Bonds has been made impossible by action of the City, or its agents, the Purchaser shall be liable to the City for any loss suffered by the City by reason of the Purchaser's non-compliance with said terms for payment.

CONTINUING DISCLOSURE

In accordance with SEC Rule 15c2-12(b)(5), the City will undertake, pursuant to the resolution awarding sale of the Bonds, to provide annual reports and notices of certain events. A description of this undertaking is set forth in the Official Statement. The Purchaser's obligation to purchase the Bonds will be conditioned upon receiving evidence of this undertaking at or prior to delivery of the Bonds.

OFFICIAL STATEMENT

The City has authorized the preparation of a Preliminary Official Statement containing pertinent information relative to the Bonds, and said Preliminary Official Statement will serve as a near-final Official Statement within the meaning of Rule 15c2-12 of the Securities and Exchange Commission. For copies of the Preliminary Official Statement or for any additional information prior to sale, any prospective purchaser is referred to the Municipal Advisor to the City, Springsted Incorporated, 380 Jackson Street, Suite 300, Saint Paul, Minnesota 55101, telephone (651) 223-3000.

A Final Official Statement (as that term is defined in Rule 15c2-12) will be prepared, specifying the maturity dates, principal amounts, and interest rates of the Bonds, together with any other information required by law. By awarding the Bonds to the Purchaser, the City agrees that, no more than seven business days after the date of such award, it shall provide without cost to the Purchaser up to 25 copies of the Final Official Statement. The City designates the Purchaser as its agent for purposes of distributing copies of the Final Official Statement to each syndicate member, if applicable. The Purchaser agrees that if its proposal is accepted by the City, (i) it shall accept designation and (ii) it shall enter into a contractual relationship with its syndicate members for purposes of assuring the receipt of the Final Official Statement by each such syndicate member.

Dated July 18, 2017

BY ORDER OF THE CITY COUNCIL

/s/ Marcia Glick
City Manager

- v -



City of Robbinsdale

MEMORANDUM

TO: City Council
FROM: Marcia Glick, City Manager
DATE: July 18, 2017
RE: Voucher Requests Pending Approval for Disbursement

The check register dated July 18, 2017 reflects the voucher requests pending approval for disbursement.

The check register dated July 6, 2017 through July 18, 2017 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 18, 2017.

Marcia E. Glick

Marcia Glick, City Manager

CONCURRENCE:

Larry Jacobson

Larry Jacobson, Finance Director