



CITY COUNCIL MEETING
MONDAY, August 1, 2022
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: Webb, Selman, Backen, Mayor Blonigan
3. **MICROPHONE CHECK:** Webb, Selman, Backen, Mayor Blonigan
4. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE CITY COUNCIL ON MATTERS NOT ON THE AGENDA
5. APPROVAL OF THE AUGUST 1, 2022 MEETING AGENDA

CITY COUNCIL MEETING AGENDA

August 1, 2022

Page 2

6. CONSENT AGENDA: Pursuant to Council rules, one motion, non-debatable, will approve the recommendation noted. Any member of the Council may ask for an item to be taken from the Consent Agenda for discussion and separate action. Such items removed from the Consent Agenda shall be considered immediately following approval of the balance of the Consent Agenda:
- A. Motion to approve and order placed on file minutes of the City Council meeting: 1-5
 - City Council Meeting minutes on 7/19/22
 - B. Motion to receive advisory commission minutes: 6-11
 - Planning Commission meeting minutes on 6/16/22
 - Human Rights Commission meeting minutes on 6/23/22
 - C. Motion to approve issuance of licenses dated 8/1/22. 12-15
 - D. Motion to acknowledge the Deputy Registrar's financial reports for the month of June 2022. 16-17
 - E. Motion to acknowledge the Robbinsdale Wine & Spirits' financial reports for the month of June 2022. 18-19
 - F. Motion to acknowledge the financial reports for the quarter ended June 2022. 20-25
 - G. Motion to approve the June 2022 payment for City credit card charges. 26-40
 - H. Motion to hold the second reading of Ordinance #22-08 "AN ORDINANCE AMENDING THE ZONING DISTRICT MAP OF ROBBINSDALE MINNESOTA." 41-42
Ord. 42
 - I. Motion to approve the requested block parties for National Night Out taking place on Tuesday, August 2, 2022 with the noted recommendations. 43-45
 - J. Motion to approve the request for the Sacred Heart Church Annual Fun Fest, Saturday, September 17, 2022, 1:30-10:30 p.m. with music ending at 10:30 p.m. with the conditions listed in the memo and to approve their temporary liquor and food licenses. 46
 - K. Motion to authorize the Mayor and City Manager to accept the quote provided by Concrete Science for the replacement of subsided concrete sidewalk and upper landing steps at the northern side of the entry to City Hall for the estimated amount of \$55,269.31. 47
 - L. Motion to approve the request for Faith Lilac Way Lutheran Church, 48

CITY COUNCIL MEETING AGENDA

August 1, 2022

Page 3

5530 42nd Ave N event on Wednesday, August 24, 2022, 6:00-10 p.m. with must ending at 10:00 p.m. with the conditions listed in the memo and to approve the temporary liquor license.

- M. Motion to authorize the Mayor and City Manager to accept the quote provided by Valley Rich Co. for the replacement of a failed storm sewer in Lakeland Avenue, including 3 new catch basins for the estimated amount of \$61,300.00. 49
- N. Motion to waive the reading and order the adoption of Resolution #___
"A RESOLUTION APPROVING CONDITIONAL USE PERMIT REQUEST C22-6 FOR OFF-SITE PAKING USE OF STREET RIGHT-OF-WAY- AND PRIVATE PROPERTY FOR 4089 WEST BROADWAY." 50-63
Res. 60
- O. Motion to appoint Patrick Nailon to the Human Rights Commission for a term commencing immediately. 64-67
- 7. PRESENTATIONS
*There are no presentations scheduled.
- 8. PUBLIC HEARING
*There are no public hearings scheduled.
- 9. OLD BUSINESS
*There is no old business scheduled.
- 10. NEW BUSINESS
 - A. Conditional Use Permit Request C22-5 for 3733 26 ½ Ave N. Solar Collectors on an Accessory Building (Detached Garage). 68-98
Motion to waive the reading and order the adoption of Resolution #___ "A RESOLUTION APPROVING CONDITIONAL USE PERMIT C22-5 ALLOWING SOLAR COLLECTORS ON AN ACCESSORY STRUCTURE AT 3733 26 ½ AVENUE NORTH." Res. 97
 - B. Request for Quotes – Yard Waste Collection
Motion to authorize the City Manager to solicit a Request for Quotes – Yard Waste Collection, for the remainder of 2022 (under provisions of the current Organized Collection contract) and negotiate the facilitation of this service with selected vendors. 99
 - C. Solicit Appointments for the METRO Blue Line Extension LRT – Business Advisory Committee and Community Advisory Committee
Motion to authorize staff to extend offers of reappointment to 100-109

CITY COUNCIL MEETING AGENDA

August 1, 2022

Page 4

the CAC and BAC, solicit new membership, and approve ad hoc committee which will convene by the end of August to approve appointments.

11. OTHER BUSINESS

- A. Motion to set the time for the primary election canvass board meeting to be held on Friday, August 12, 2022 at 5:00 p.m. 110
- B. Motion to approve disbursement requests for period ending 8/1/2022. 111

12. ADMINISTRATIVE REPORTS

13. COUNCIL GENERAL COMMUNICATIONS

14. ADJOURNMENT



Tim Sandvik, City Manager

**City of Robbinsdale
CITY COUNCIL MINUTES
July 19, 2022
Meeting No. 14**

CALL TO ORDER

1. Mayor William A. Blonigan called the meeting to order at 7:00 p.m.

ROLL CALL

2. Present: Backen, Webb, Selman, Mayor Blonigan
Staff: Tim Sandvik, City Manager; Dustin Leslie, City Clerk.

OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE CITY COUNCIL ON MATTERS NOT ON THE AGENDA

3. Mayor Blonigan opened the floor to anyone wishing to speak on any items not on the agenda.
4. Jonathan Healy – 3927 Noble Ave N: Resident recommended to the Council to consider creating a Renter's Commission to give input about issues facing renters in Robbinsdale. Healy also asked Council not to restrict THC sales in Robbinsdale. Finally, Healy stated he canvassed the entire third ward for his election campaign and stated the majority of people he spoke with did not support lowering the residential speed limit in Robbinsdale.
5. Mayor Blonigan stated they would discuss the possibility of a Renter's Commission at a future work session.

APPROVAL OF THE JULY 19, 2022 MEETING AGENDA

6. Leslie reported the following change to the agenda:
 - Updated Consent Item F for National Night Out approvals as more applications came in after the agenda packet was sent out.
 - 1st reading ordinance to go with the New Business A THC Moratorium item.
 - Updated Consent Item E and Resolution for transfer of the VEBA Trust as the original had grammatical errors which were adjusted.
 - Voucher Report for Other Business A.
7. **Member Backen MOVED, seconded by Member Selman to approve the July 19, 2022 Agenda with the update given to Council by the City Clerk. The vote was unanimous and the motion carried.**

CONSENT AGENDA

8. **Member Selman MOVED, seconded by Member Backen to approve the July 19, 2022 Consent Agenda. The vote was unanimous and the motion carried.**
 - A. Motion to approve and order placed on file minutes of the City Council meeting:
 - City Council Meeting minutes on 7/5/22

City of Robbinsdale
July 19, 2022 City Council Minutes
Approved August 1, 2022
Page 1

- Regular City Council Work Session Minutes on 7/12/22
- B. Motion to approve issuance of licenses dated 7/19/22.
- C. Motion to approve the application for the annual Public Safety Open House on Saturday, August 13, 2022 with the closure of Hubbard Avenue North between 41st and 41 ½ Avenues North from 11:00 a.m. until 3:00 p.m., along with the recommendations noted in this memo.
- D. Motion to waive the reading and order the adoption of Resolution #7989 “A RESOLUTION RECOMMENDING TO THE CHIEF JUDGE OF THE HENNEPIN COUNTY DISTRICT COURT APPOINTMENT OF QUALIFIED VOTER OF THE CITY OF ROBBINSDALE CHARTER COMMISSION”
- E. Motion to waive the reading and order the adoption of Resolution #7990 “A RESOLUTION ACCEPTING THE TRANSFER OF THE CITY OF ROBBINSDALE VEBA (VOLUNTARY EMPLOYEE BENEFICIARY ASSOCIATION) TRUSTEE FROM MATRIX FINANCIAL SOLUTIONS, INC. TO HAND & BENEFITS TRUST COMPANY EFFECTIVE SEPTEMBER 1, 2022.”
- F. Motion to approve the requested block parties for National Night Out on Tuesday, August 2, 2022 with the conditions listed in the memo.
- G. Motion to approve the request for the Robbinsdale Chamber of Commerce to hold their annual event on Monday, September 12, 2022 from 5:30 p.m. to 7:30 p.m. (road closure 5:00 p.m. to 8:30 p.m.) on West Broadway from the Walgreens Rx pick-up driveway to 42nd Avenue, and 41 ½ Avenue from West Broadway to Hubbard, and direct staff accordingly.

NEW BUSINESS A: MORATORIUM REGARDING THE REGULATION OF THE PRODUCTS

9. Sandvik gave background information, procedural considerations, and summarized the emergency interim ordinance that was being considered. Sandvik stated the ordinance had to be approved unanimously in order for it to pass and that it would go into effect in 24 hours per city charter.
10. Mayor Blonigan asked to update language in the ordinance on page 2, section 3: Moratorium under sub-paragraph A. The Mayor requested that “up to twelve (12) months from the effective date” be changed to “twelve (12) months from the effective date.” Mayor Blonigan stated he supported the ordinance as the issue should be well-studied.

11. Member Selman stated he supported the ordinance so that retailers could be well-informed about the THC issue in the city.
12. Member Backen stated he supported the ordinance and that the city should talk to the business community and come up with good guidelines.
13. Member Webb stated she supported the moratorium and would like to talk about zoning in the future in regards to THC.
14. **Mayor Selman MOVED, seconded by Member Webb to approve the Emergency Ordinance #22-09 "AN EMERGENCY INTERIM ORDINANCE PROHIBITING THE ESTABLISHMENT OF NEW USES OR THE EXPANSION OF EXISTING USES RELATED TO SALES, TESTING, MANUFACTURING AND DISTRIBUTION OF THC PRODUCTS." A roll call was taken. Ayes: Backen, Webb, Selman, Mayor Blonigan. Nays: None. The vote was unanimous and the motion carried.**

OTHER BUSINESS A: DISBURSEMENT REQUESTS

15. **Member Selman MOVED, seconded by Member Backen to approve disbursement requests for period ending 7/19/2022. The vote was unanimous and the motion carried.**

ADMINISTRATIVE REPORTS

16. Sandvik reminded Council and the community that the next City Council meeting would take place on Monday, August 1st so it would not interfere with National Night Out.
17. Sandvik stated the city was currently hiring several full-time positions and encouraged residents to apply. Mayor Blonigan spoke about the benefits of working at the city.
18. Leslie reminded residents that July 19 was the last day to register online to vote but that they could register in person the day of the election.

COUNCIL GENERAL COMMUNICATIONS

19. Member Backen reminded residents of an open house to consider installing a sport court at Manor Park. Member Backen stated the open house would take place July 26 from 4:30 p.m. to 7:00 p.m. at Manor Park near the splash pad.
20. Member Webb spoke about new suicide crisis hotline number: 988. Member Webb stated they were hiring and looking for volunteers.
21. Member Webb spoke about the food trucks coming to Robbinsdale parks and encouraged residents under 18 to go and get a free meal.
22. Member Webb asked Sandvik for an update on Waste Management and the drop off site as well as an update on Sunset Park with the garbage and debris at the park.

23. Sandvik gave an update on Waste Management and reviewed credits residents received on their current bill. Sandvik stated the drop-off site will be open until further notice on Tuesdays and Thursdays from 7am to 7pm at the Public Works Facility: 4601 Toledo Ave N. Sandvik finally encouraged residents to contact city staff if trash was overflowing at parks or if there were any similar issues.
24. Member Selman spoke of his frustrations with Waste Management and criticized their lack of communication.
25. Member Selman thanked the Mayor for attempting to get the Blue Line Corridor Committee to look at the railway again as an option. Member Selman stated the committee would not let the Mayor make a motion to even discuss it. Member Selman expressed that the new route would destroy the community and that he was moving out of Robbinsdale at the end of his term.
26. Member Selman spoke of National Night Out and was excited to get out and meet residents.
27. Member Backen stated he was disappointed with Met Council for not even discussing the Resolution brought to the Corridor Management Committee.
28. Member Selman stated he took a bus tour of the proposed LRT stops and that the Met Council did not ask him to speak at the Elim stop even though other elected officials were allowed to speak at other stops.
29. Mayor Blonigan spoke about the 988-suicide crisis number saying they can help people or direct them to resources.
30. Mayor Blonigan spoke about National Night Out and looked forward to an opportunity to meet with residents.
31. Mayor Blonigan spoke about visiting the BBQ cook off at the Lakeview Terrace Farmer's Market and encouraged residents to visit on Saturdays from 8am to Noon.
32. Mayor Blonigan spoke about frustrations with Waste Management and stated his recycling pickup has been two business days behind.
33. Mayor Blonigan spoke about the LRT Resolution at the Corridor Management Committee which asked legislative leaders to try and incent BNSF to reconsider letting the Met Council use the railway for Blue Line. Mayor Blonigan stated there was a misconception that Robbinsdale wanted to change the Minneapolis route which was not true. Mayor Blonigan finally stated that not letting him even make a motion on the item was a disturbing lack of transparency.

34. Mayor Blonigan asked if the city was assigned a Green Corp member yet. Sandvik stated there was no update at the time of the meeting.

Adjournment:

35. **Member Webb MOVED, seconded by Member Backen to adjourn the meeting at 8:00 p.m. The vote was unanimous and the motion carried.**

Dustin Leslie, City Clerk

William A. Blonigan, Mayor

**ROBBINSDALE
PLANNING COMMISSION
MEETING MINUTES
THURSDAY, JUNE 16, 2022
7:00 P.M.
Council Chambers**

1. MEETING CALL TO ORDER:

Meeting called to order by Chair Parisian at 7:00 p.m.

ROLL CALL:

Commissioners Present: Markfort, Ulbrich, Chair Parisian

Commissioners Absent: Ralston Aoki, Harper

Staff Present: Rick Pearson, Community Development Coordinator

2. CONSIDERATION OF MINUTES:

A. MOTION by Commissioner Ulbrich, seconded by Commissioner Markfort to approve Planning Commission Meeting Minutes of May 19, 2022.

The vote was 3-0 and the motion carried. (Ralston Aoki, Harper absent)

3. #3A: PUBLIC HEARING:

Consideration of Rezoning Request Z22-1 to change the zoning of the northwest 40 feet to B-3, Highway Commercial, consistent with the balance of the property at 4030 Lakeland Ave N as requested by Ridgecrest Robbinsdale 1 LLC; and

Subdivision Request Subd22-1 to replat several parcels into one for redevelopment of 4030 Lakeland Ave N; and

Conditional Use Permit C22-4 to develop a coffee shop with a drive thru lane at 4030 Lakeland Ave N.

4. MOTION by Commissioner Markfort, seconded by Commissioner Ulbrich to OPEN the public hearing. **The vote was 3-0 and the motion carried. (Ralston Aoki, Harper absent)**

5. Pearson presented the staff report and explained the three applications. Reviewed easements. Proposal to do some utility work, concerns about utility design to be approved by the city engineer. Presented landscaping plan with a suggestion that a raingarden be added. Reviewed traffic flow. Hennepin County provided comments including a concern about drive-through vehicles blocking the Lakeland Ave. N. frontage road. Hennepin County added that the Lakeland frontage road will not be closed because of the Light Rail project. Presented elevations of what the building will look like.

6. Pearson continued with lighting plans and the intensity of the lights, to be toned down even more. Concerned about lighting for residents on the north and east sides and including the right-of-way. Shielded lighting to shines down.
7. Pearson explained recommendation including the easement that related to utility/drainage be maintained due to the pipes in the ground. The utilities serve other properties including Copperfield Hill. Negotiations will continue.
8. Commissioner Markfort inquired if staff has heard from Copperfield Hill. Pearson replied that we have not heard from them but mailed public hearing notices to them. Reviewed mailing list for public hearing notices.
9. Chair Parisian asked the applicant to come forward.
10. **Trent Mayberry, Told Development Company**
Civil engineer is present for questions. Very small site. Walk up and drive-thru only. Identical site in Eden Prairie across from Walgreens.
11. Commissioner Ulbrich asked if outdoor seating, patio is planned. Mr. Mayberry stated that they are planning bike racks and outdoor seating. Considering rain garden also. Copperfield Hill is excited about the project. Negotiations with Robin Center amenable.
12. Chair Parisian opened the floor to the public for comment. No one present to speak to this item.
13. **MOTION** by Chair Parisian seconded by Commissioner Markfort to CLOSE the public hearing. **The vote was 3-0 and the motion carried. (Ralston Aoki, Harper absent)**
14. Commissioner Markfort supports project, exciting. Great location for this type of business.
15. Chair Parisian supports the rain garden.
16. **MOTION** by Commissioner Markfort, seconded by Chair Parisian to recommend that the City Council approve Rezoning Request Z22-1 to rezone the northwest 40 feet of the property at 4030 Lakeland Avenue North from B-4 Community commercial to B-3 Highway commercial based upon the following findings of fact:
 - a. That the rezoning is consistent with the comprehensive plan;
 - b. That the rezoning will bring the entire property consistency in zoning.**The vote was 3-0 and the motion carried. (Ralston Aoki, Harper absent)**
17. **MOTION** by Commissioner Ulbrich, seconded by Chair Parisian to recommend that the City Council approve the Preliminary Plat of RIDGECREST MARKETPLACE based upon the following findings of fact:
 - a. That the plat consolidates Lots 10, 11 and 12, Block 7 "Parkerside";
 - b. That the plat will create a single lot for redevelopment and resolve possible or perceived irregularities such as parcel overlaps;and with the following conditions:
 1. That the plat is approved by the Hennepin County Plat Commission;

2. That any reconfiguration or elimination of easements must be approved by the City Engineer including:
 - a. Utility easement T818353 needs to remain as it contains a City watermain. Since this easement will remain as there is no need for a new easement for the fire hydrant as it falls within the existing easement.
 - b. The existing access and driveway easement cannot be extinguished without written consent from the grantee (Robin Center ownership).
 - c. All utilities to the proposed lot shall be provided underground and approve by the City Engineer;
 - d. The location of services connecting to City infrastructure shall be subject to approval of the City Engineer.
 - e. Primary access to the site shall be verified prior to any redevelopment approval.
3. That a final plat be prepared for recording at Hennepin County consistent with the conditions of the preliminary plat.

The vote was 3-0 and the motion carried. (Ralston Aoki, Harper absent)

18. **MOTION** by Chair Parisian, seconded by Commissioner Ulbrich to recommend that the City Council approve Conditional Use Permit Request C22-3 for drive-through service at 4030 Lakeland Avenue North for a coffee shop based upon the following findings of fact:
 - a. That the use of the property is consistent with the comprehensive plan as it contributes to the mixed-use commercial area;
 - b. That the conditional use is consistent with the geography of the area;
 - c. That the conditional use is redeveloping and revitalizing an area that has been deteriorating;
 - d. That the redevelopment of the property is consistent with the character of the area;
 - e. That the property owner/developer is willing to invest in redevelopment of the property;
 - f. That the redevelopment will not cause any nuisances and that a contingency plan for increasing the stacking space for the drive-through lane will be implemented if needed, if congestion occurs at the Lakeland Ave. N. frontage road;
 - g. That the redevelopment will not create any disturbing influences and there will be no outside storage of materials; and with the following conditions:
 1. That the lighting plan be revised to be in compliance with the nuisance standards for glare Section 510.25, Subd. 5;
 2. That the landscaping plan be revised to further articulate landscaping in the parking lot island on the northwest edge of the site and the space between the parking lot, building and the drive-through stacking space.;
 3. That the drive-through customer queuing lane shall be reconfigured to create additional stacking spaces entering at the northwesterly driveway entrance as a contingency against possible congestion occurring at the Lakeland Ave. N. frontage road.

The vote was 3-0 and the motion carried. (Ralston Aoki, Harper absent)

19. Pearson stated that this item will, hopefully, go before the city council on July 5, if all the easement issues are worked out, refinements are made. Also rezoning request will have a second reading in August. Final plat will go directly to city council.

#4: OLD BUSINESS:

20. None scheduled

#5: NEW BUSINESS:

21. None scheduled

#6: OTHER BUSINESS:

22. None scheduled

#7: INFORMATION ONLY: Project Update

23. Pearson updated progress on The Reeves development.

#8: ADJOURNMENT:

24. **MOTION** by Chair Parisian, seconded by Commissioner Ulbrich to adjourn the meeting at 7:31 p.m.

The vote was 3-0 and the motion carried. (Ralston Aoki, Harper absent)



Rick Pearson, AICP
Community Development Coordinator

ROBBINSDALE HUMAN RIGHTS COMMISSION
MEETING MINUTES
June 23, 2022

The meeting was called to order at 7:05 p.m.

Members present	DeGross, Beahen, Vanausdall- Smith, Healy
Members excused	Ralston Aoki
Members absent	Fox, Wyant
Staff Present	Dengnoue, City Manager – Tim Sandvik

ROLE OF THE HRC:

DeGross welcomed City Manager Tim Sandvik. Sandvik introduced himself and talked about his journey in local government.

Commissioners present introduced themselves as well.

There were questions about Sandvik experience.

APPROVAL OF AGENDA AND MINUTES: **MOVED** by Healy to approve agenda, second by Vanausdall- Smith. **MOTION CARRIED.**

MOVED by Healy to approve minutes of May 26, 2022 second by Beahen. **MOTION CARRIED.**

CHAIR REPORT:

None to report.

OLD BUSINESS:

- A. Vice-Chair DeGross explained what the commission has done as research regarding ways to honor Philando Castile's life. Sandvik suggested the commission reaches out to Falcon Heights about their Restoration and Unity Days of July 6. DeGross will connect with Falcon Heights.
- B. Commission Outreach efforts – Tabled to next meeting.
- C. Report from Sussman on talking points for meeting with other commissions – Tabled to next meeting.
- D. Crime free housing – Tabled to next meeting.
- E. Crime Free Housing - DeGross explained that the HRC is still working on collecting data.
- F. Note from Chair Fox – Tabled to next meeting.
- G. Note from Fox about the process of filling a police complaint to add to the city's website - Tabled to next meeting

Whiz Bang Days - July 10, Healy and Vanausdall- Smith will attend. Others will email staff liaison Dengnoue.

NEW BUSSINESS:

- None

COMMISSIONER REPORT/UPDATES:

DeGross - is happy to see many candidates for the Wards 3 and 4

Vanausdall- Smith – the light rail extension approved. Questions about the next steps.

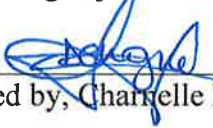
Healy - attended the City Council meeting of June 7, and Birdtown Pride event

OTHER BUSINESS:

None.

ADJOURNMENT

The meeting adjourned at 7:56 p.m.


Recorded by, Charnelle Dengnoue



City of Robbinsdale

TO: Mayor and City Council
 FROM: Tim Sandvik, City Manager
 DATE: August 1, 2022
 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 8/1/22.

Tim Sandvik, City Manager

CONCURRENCE:

Dustin Leslie, City Clerk

BUSINESS LICENSES FOR COUNCIL APPROVAL

08/01/2022

License Type	Applicant	License Fee
Temporary Food	Robbinsdale Lions	50.00
Restaurant/Café	MAI THAI RESTAURANT	50.00

Contractor Licenses for Council Approval

<u>Name</u>	<u>Licensee Type</u>	<u>Fee Amount</u>
B & B PLUMBING LLC	Plumbing Contractor	\$50.00
B & B PLUMBING LLC	Mechanical Contractor	\$50.00
BOB JASPER PLUMBING	Plumbing Contractor	\$50.00
BRUCE NELSON PLUMBING & HEATING	Plumbing Contractor	\$50.00
BRUCE NELSON PLUMBING & HEATING	Mechanical Contractor	\$50.00
GILBERT MECHANICAL CONTRACTORS INC	Plumbing Contractor	\$50.00
MAJESTIC CUSTOM HEATING & A/C	Mechanical Contractor	\$50.00
NOBLE PLUMBING LLC	Plumbing Contractor	\$50.00
RAY N WELTER HEATING	Mechanical Contractor	\$50.00
SEDGWICK HEATING & A/C LLC	Mechanical Contractor	\$50.00
SEDGWICK HEATING & A/C LLC	Plumbing Contractor	\$50.00
SODERLIN PLUMBING & HEATING INC	Plumbing Contractor	\$50.00
UNITED HEATING AND AIR CONDITIONING	Mechanical Contractor	\$50.00

Number of Licenses Requesting Council Approval:

13

BUSINESS LICENSES FOR COUNCIL APPROVAL

07/20/2022

License Type	Applicant	License Fee
Parking Ramp	ROBBINSDALE TOWN CENTER	100.00



City of Robbinsdale

MEMORANDUM

TO: City Council
FROM: Tim Sandvik, City Manager
DATE: August 1, 2022
RE: Deputy Registrar's Monthly Financial Statements

Attached are the Deputy Registrar's financial reports for the month of June 2022 prepared by the Finance department. The reports include monthly and year to date amounts for 2022 with comparable amounts to 2021.

Year to date revenues are \$256,935 which is \$34,989 more than the prior year. Expenditures were higher by \$30,835. There is a net gain before transfers of \$14,873 year to date, which is \$4,154 more than last year.

Passport revenue year to date increased \$38,173, (226.5%) and motor vehicle fees have decreased \$2,141, (-1.1%).

Recommendation

Approve a motion to acknowledge the Deputy Registrar's financial reports for the month of June 2022.



Tim Sandvik, City Manager

CONCURRENCE:



Diaa Tahoun, Finance Director

City of Robbinsdale
Deputy Registrar
Profit and Loss Statement From Operations
For Period Ending June 30, 2022

			Year to Date		% Inc (Dec) from Previous Year
	Jun-2022	Jun-2021	2022	2021	
Notary Fees	15	-	35	5	600.0%
Motor Vehicle Fees	34,247	39,068	198,457	200,598	(1.1%)
Boat/Snow/ATV/ORV Fees	662	957	3,242	2,843	14.0%
Fish & Game Fees	7	16	56	58	(3.4%)
Passport Fees	8,380	8,002	55,024	16,851	226.5%
Federal Grants - Other		990	0	990	-1
Other Revenue	(325)	65	121	601	(79.9%)
Revenues	<u>42,986</u>	<u>49,098</u>	<u>256,935</u>	<u>221,946</u>	15.8%
Operating Expenses:					
Personal Services	45,658	32,011	193,884	160,995	20.4%
Supplies & Repairs	11	231	1,638	3,864	(57.6%)
Internal Serv Charges	6,633	6,810	39,798	40,860	(2.6%)
Other Charges & Services	2,836	778	6,709	4,374	53.4%
Other (Income) Expense			33	1,134	0.0%
Total	<u>55,138</u>	<u>39,830</u>	<u>242,062</u>	<u>211,227</u>	14.6%
Operating Income / (Loss)	<u>(12,152)</u>	<u>9,268</u>	<u>14,873</u>	<u>10,719</u>	
Percent to Revenues	-28%	38%	6%	5%	



City of Robbinsdale

MEMORANDUM

TO: City Council
FROM: Tim Sandvik, City Manager
DATE: August 1, 2022
RE: Robbinsdale Wine & Spirits' Monthly Financial Statements

Attached are the Robbinsdale Wine & Spirits' financial reports for the month of June 2022 prepared by the Finance department. The report includes monthly and year to date amounts for 2022 with comparable amounts to 2021.

Year to date sales are \$2,022,440, which is up \$23,515 from the prior year. Gross profit on sales is at \$557,348 compared with \$541,364 in 2021. Gross profit year to date is at 28%, which is a little higher than the target. Net income before transfers for the year is \$54,401, compared to a net income of \$98,034 in 2021.

The scheduled rent payments for the Hy-Vee location are \$12,075/month.

Recommendation

Approve a motion to acknowledge the Robbinsdale Wine & Spirits' financial reports for the month of June 2022.

Tim Sandvik, City ManagerCONCURRENCE:

Diaa Tahoun, Finance Director

City of Robbinsdale
Robbinsdale Wine & Spirits
Profit and Loss Statement From Operations
For Period Ending June 30, 2022

	Jun-2022	Jun-2021	Year to Date		Amount Difference	% Inc (Dec) from Previous Year
			2022	2021		
Sales	380,731	349,206	2,022,440	1,998,925	23,515	1.2%
Less Customer Discounts	4,017	3,437	24,008	19,972	4,036	20.2%
Net Sales	376,714	345,769	1,998,432	1,978,953	19,479	1.0%
Cost of Sales	272,126	250,831	1,441,084	1,437,589	3,495	0.2%
Gross Profit	104,588	94,938	557,348	541,364	15,984	3.0%
Percent to Net Sales	28%	27%	28%	27%		
Operating Expenses:						
Personal Services	64,635	41,317	276,927	240,348	36,579	15.2%
Supplies & Repairs	1,805	1,077	9,218	10,317	(1,099)	(10.7%)
Other Charges & Services	19,795	21,149	118,238	112,785	5,453	4.8%
Rent	15,437	12,182	92,852	73,188	19,664	26.9%
Depreciation	1,042	1,042	6,252	6,252	0	0.0%
Other (Income) Expense	(81)	35	(540)	440	(980)	(222.7%)
Total	102,633	76,802	502,947	443,330	59,617	13.4%
Operating Income / (Loss)	1,955	18,136	54,401	98,034	(43,633)	(44.5%)
Percent to Net Sales	1%	5%	3%	5%		

Current Month Analysis

	Liquor	Wine	Beer	Misc	Totals
Sales	149,756	59,268	159,730	7,960	376,714
Inventory of June 1	304,646	174,685	95,843	6,276	581,450
Purchases	133,378	50,806	128,877	7,176	320,237
Less Inventory of June 30	332,371	186,358	102,612	8,220	629,561
Cost of Sales	105,653	39,133	122,108	5,232	272,126
Gross Profit	44,103	20,135	37,622	2,728	104,588
Percent to Net Sales	29%	34%	24%	34%	28%



City of Robbinsdale

MEMORANDUM

TO: City Council
FROM: Tim Sandvik, City Manager
DATE: August 1, 2022
RE: Quarterly Financial Information for General, Water, Sanitary Sewer, Storm Sewer and Solid Waste

Attached is quarterly financial information for the General, Water, Sanitary Sewer, Storm Sewer and Solid Waste Funds for the quarter ending June 2022 prepared by the finance department. The report includes budget and quarterly amounts for 2022.

This is summarized information and reflects transactions that have occurred to date through the quarter. Many of the General Fund revenues are received in lump payments at various times during the years and many expenses are seasonal.

Recommendation

Approve a motion to acknowledge the financial reports for the quarter ended June 2022.

Tim Sandvik, City Manager**CONCURRENCE:**

Diaa Tahoun, Finance Director

City of Robbinsdale
General Fund
For Period Ending June 30, 2022

	2nd Quarter 2022	Year to Date Actual	Annual Budget	Under (Over) Budget	Percent Received / Expended
Revenues/Other Cash Inflow					
Taxes	\$ 3,200,000	\$ 3,200,000	\$ 7,360,567	\$ 4,160,567	43.5%
Business Licenses	1,727	85,605	94,503	8,898	90.6%
Non-Business Licenses & Permits	87,694	209,742	371,990	162,248	56.4%
Intergovernmental	9,843	56,277	2,467,650	2,411,373	2.3%
General Government Fees	65,002	207,596	361,431	153,835	57.4%
Public Safety Fees	30,517	46,372	103,036	56,664	45.0%
Recreation Fees	27,285	55,372	110,745	55,373	50.0%
Fines & Forfeitures	22,074	76,480	251,050	174,570	30.5%
Franchise Fees	164,018	164,018	408,250	244,232	40.2%
Interest and dividends			75,000	75,000	
Miscellaneous Revenue	22,076	22,199	6,695	(15,504)	331.6%
Contributions From Other Funds			325,000	325,000	
Fund Balance Reserves					#DIV/0!
Total Revenues/Other Cash Inflows	\$ 3,630,236	\$ 4,123,661	\$ 11,935,917	\$ 7,812,256	34.5%
Expenses/Other Cash Outflow					
City Council	\$ 48,569	\$ 72,255	\$ 149,752	\$ 77,497	48.2%
Legal Services	23,210	39,336	92,685	53,349	42.4%
Administrative Services	159,501	213,270	452,846	239,576	47.1%
Assessing	2,591	16,323	144,623	128,300	11.3%
Financial Services	95,851	164,218	356,234	192,016	46.1%
Community Development	135,710	287,488	535,457	247,969	53.7%
Police Services	1,357,532	2,571,677	5,719,196	3,147,519	45.0%
Fire Services	208,462	359,212	916,391	557,179	39.2%
Recreation & Parks	131,188	253,001	627,894	374,893	40.3%
Engineering Services	176,574	319,329	793,752	474,423	40.2%
Public Works	483,074	945,082	2,390,338	1,445,256	39.5%
Transfer to Other Funds					
Total Expenses/Other Cash Outflow	\$ 2,822,262	\$ 5,241,191	\$ 12,179,168	\$ 6,937,977	43.0%

City of Robbinsdale
Water Utility Fund
For Period Ending June 30, 2022

	<u>2nd Quarter 2022</u>	<u>Year to Date Actual</u>	<u>Annual Budget</u>	<u>Under (Over) Budget</u>	<u>Percent Received / Expended</u>
Water Utility Operations					
Revenues/Other Cash Inflow					
Water Charges	\$ 1,111,444	\$ 1,707,411	\$ 3,923,433	\$ 2,216,022	43.5%
Intergovernmental - Grant	4,091,329	6,224,892	14,300,000	8,075,108	43.5%
Interest Income	3	8	109,018	109,010	0.0%
Bond Proceeds			640,000	640,000	
Other Revenue		4,238	4,593	355	92.3%
Total Revenues/Other Cash Inflows	\$ 5,202,776	\$ 7,936,549	\$ 18,977,044	\$ 11,040,495	41.8%
Expenses/Other Cash Outflow					
Personal Service	\$ 100,021	\$ 185,041	\$ 332,016	\$ 146,975	55.7%
Supplies	13,769	27,601	99,110	71,509	27.8%
Other Services & Charges	331,988	665,035	712,846	47,811	93.3%
Depreciation	56,250	112,500	225,000	112,500	50.0%
Capital Improvements	4,659,399	6,799,476	15,970,800	9,171,324	42.6%
Bond Principal		430,000	2,539,400	2,109,400	16.9%
Bond Interest	56	167,700	376,000	208,300	44.6%
Fiscal Agent Fees			544	544	
Debt Issuance Cost					
Operating Transfers Out			65,000	65,000	
Total Expenses/Other Cash Outflow	\$ 5,161,483	\$ 8,387,353	\$ 20,320,716	\$ 11,933,363	41.3%
		<u>Increase (Decrease)</u>			
Year-to-date Revenue less Expenses		<u>\$ (450,804)</u>			

City of Robbinsdale
Sanitary Sewer Fund
For Period Ending June 30, 2022

	2nd Quarter 2022	Year to Date Actual	Annual Budget	Under (Over) Budget	Percent Received / Expended
Sanitary Sewer Operations					
Revenues/Other Cash Inflow					
Sanitary Sewer Charges	\$ 886,353	\$ 1,443,677	\$ 2,848,275	\$ 1,404,598	50.7%
Interest Income	1	8	12,000	11,992	0.1%
Bond Proceeds			340,000	340,000	
Other Revenue	2,907	7,145	2,876	(4,269)	
Total Revenues/Other Cash Inflows	\$ 889,261	\$ 1,450,830	\$ 3,203,151	\$ 1,752,321	45.3%
Expenses/Other Cash Outflow					
Personal Service	\$ 38,136	\$ 66,412	\$ 190,256	\$ 123,844	34.9%
Supplies	26,482	28,705	56,080	27,375	51.2%
Other Charges & Services	345,492	754,213	1,375,812	621,599	54.8%
Depreciation	62,500	125,000	250,000	125,000	50.0%
Capital Improvements			708,500	708,500	
Bond Principal Pymts		515,000	515,000		100.0%
Bond Interest		35,919	65,500	29,581	54.8%
Fiscal Agent Fees	62	131	600	469	21.8%
Debt Issuance Cost					
Operating Transfers Out			16,000	16,000	
Total Expenses/Other Cash Outflow	\$ 472,672	\$ 1,525,380	\$ 3,177,748	\$ 1,652,368	48.0%
		<u>Increase (Decrease)</u>			
Year-to-date Revenue less Expenses		<u>\$ (74,550)</u>			

City of Robbinsdale
Storm Sewer Fund
For Period Ending June 30, 2022

	2nd Quarter 2022	Year to Date Actual	Annual Budget	Under (Over) Budget	Percent Received / Expended
Storm Sewer Operations					
Revenues/Other Cash Inflow					
Storm Sewer Charges	\$ 556,698	\$ 871,482	\$ 1,703,864	\$ 832,382	51.1%
Interest Income			10,300	10,300	
Bond Proceeds			340,000	340,000	
Other Revenue					
Total Revenues/Other Cash Inflows	\$ 556,698	\$ 871,482	\$ 2,054,164	\$ 1,182,682	42.4%
Expenses/Other Cash Outflow					
Personal Service	\$ 35,978	\$ 42,684	\$ 181,887	\$ 139,203	23.5%
Supplies	51,484	51,663	132,650	80,987	38.9%
Other Charges & Services	80,347	177,562	422,415	244,853	42.0%
Depreciation	100,000	200,000	400,000	200,000	50.0%
Capital Improvements	27,427	27,427	690,500	663,073	4.0%
Bond Principal Pymts		390,000	390,000		100.0%
Bond Interest		58,066	109,700	51,634	52.9%
Fiscal Agent Fees	101	199		(199)	
Debt Issuance Cost					
Operating Transfers out			25,000	25,000	
Total Expenses/Other Cash Outflow	\$ 295,337	\$ 947,601	\$ 2,352,152	\$ 1,404,551	40.3%
Year-to-date Revenue less Expenses					
		<u><u>\$ (76,119)</u></u>			

City of Robbinsdale
Solid Waste Fund
For Period Ending June 30, 2022

	<u>2nd Quarter 2022</u>	<u>Year to Date Actual</u>	<u>Annual Budget</u>	<u>Under (Over) Budget</u>	<u>Percent Received / Expended</u>
Solid Waste Operations					
<u>Revenues/Other Cash Inflow</u>					
Solid Waste Charges	\$ 598,880	\$ 958,201	\$ 2,119,581	\$ 1,161,380	45.2%
County Grant Revenue			31,188	31,188	
Interest Income			10,000	10,000	
Other Revenue	420	780	1,557	777	
Total Revenues/Other Cash Inflows	<u>\$ 599,300</u>	<u>\$ 958,981</u>	<u>\$ 2,162,326</u>	<u>\$ 1,203,345</u>	<u>44.3%</u>
<u>Expenses/Other Cash Outflow</u>					
Personal Service	\$	\$	\$	\$	
Supplies					
Other Charges & Services	465,367	794,118	1,878,279	1,084,161	42.3%
Transfer to Other Funds			200,000	200,000	
Total Expenses/Other Cash Outflow	<u>\$ 465,367</u>	<u>\$ 794,118</u>	<u>\$ 2,078,279</u>	<u>\$ 1,284,161</u>	<u>38.2%</u>
		<u>Increase (Decrease)</u>			
Year-to-date Revenue less Expenses		<u>\$ 164,863</u>			



City of Robbinsdale

MEMORANDUM

TO: City Council
FROM: Tim Sandvik, City Manager
DATE: August 1, 2022
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 2022 representing charges for the period May 11, 2022 through June 10, 2022, for expenses for City operations.

Recommendation

By motion approve the June 2022 payment for City credit card charges.

Tim Sandvik, City Manager**CONCURRENCE:**

Dinaa Tahoun, Finance Director

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						

Purchase Card Vendor: 100292 U. S. BANCORP

05142022	AMAZON	05/14/2022	07/10/2022	219.98	0.00	Paid	Y
105748	GARDEN STORAGE SHED	Bjohnson18					05/14/2022
	5010-5010-6918.00000-00200222	PARK IMPROVEMENTS		219.98			
05162022	EPIC SPORTS	05/16/2022	07/10/2022	125.60	0.00	Paid	Y
105749	SOCCER NET CLIPS	Bjohnson18					05/16/2022
	1000-1305-6234.00000	EQUIPMENT PARTS & SUPPLIES		125.60			
05172022	DOLLAR TREE	05/17/2022	07/10/2022	5.38	0.00	Paid	Y
105750	COMMUNITY GARDEN SUPPLIES	Bjohnson18					05/17/2022
	5010-5010-6918.00000-00200222	PARK IMPROVEMENTS		5.38			
05182022	AMAZON	05/18/2022	07/10/2022	3.59	0.00	Paid	Y
105751	PLAYGROUND SUPPLIES	Bjohnson18					05/18/2022
	1000-1360-6214.00000	OPERATING SUPPLIES		3.59			
05192022	AMAZON	05/19/2022	07/10/2022	87.76	0.00	Paid	Y
105752	PLAYGROUND SUPPLIES	Bjohnson18					05/19/2022
	1000-1360-6214.00000	OPERATING SUPPLIES		87.76			
05192022	AMAZON	05/19/2022	07/10/2022	231.09	0.00	Paid	Y
105753	PLAYGROUND SUPPLIES	Bjohnson18					05/19/2022
	1000-1360-6214.00000	OPERATING SUPPLIES		231.09			
05182022	APRES	05/18/2022	07/10/2022	1,970.00	0.00	Paid	Y
105754	STAGE RENTAL - CITY BAND	Bjohnson18					05/18/2022
	1000-1380-6710.00000	RECREATION SERVICES		1,970.00			
05192022	AMAZON	05/19/2022	07/10/2022	17.94	0.00	Paid	Y
105755	PLAYGROUND SUPPLIES	Bjohnson18					05/19/2022
	1000-1360-6214.00000	OPERATING SUPPLIES		17.94			
05192022	AMAZON	05/19/2022	07/10/2022	33.60	0.00	Paid	Y
105756	PLAYGROUND SUPPLIES	Bjohnson18					05/19/2022
	1000-1360-6214.00000	OPERATING SUPPLIES		33.60			

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date

Purchase Card Vendor: 100292 U. S. BANCORP

05192022	AMAZON	05/19/2022	07/10/2022	21.57	0.00	Paid	Y
105757	PLAYGROUND SUPPLIES	Bjohanson18					05/19/2022
	1000-1360-6214.00000	OPERATING SUPPLIES		21.57			
05192022	AMAZON	05/19/2022	07/10/2022	136.38	0.00	Paid	Y
105758	PLAYGROUND SUPPLIES	Bjohanson18					05/19/2022
	1000-1360-6214.00000	OPERATING SUPPLIES		136.38			
05202022	AMAZON	05/20/2022	07/10/2022	13.45	0.00	Paid	Y
105759	PLAYGROUND SUPPLIES	Bjohanson18					05/20/2022
	1000-1360-6214.00000	OPERATING SUPPLIES		13.45			
05192022	AMAZON	05/19/2022	07/10/2022	25.99	0.00	Paid	Y
105760	COMMUNITY GARDEN SUPPLIES	Bjohanson18					05/19/2022
	5010-5010-6918.00000-00200222	PARK IMPROVEMENTS		25.99			
05192022	APRES	05/19/2022	07/10/2022	1,970.00	0.00	Paid	Y
105761	STAGE RENTAL - CITY BAND	Bjohanson18					05/19/2022
	1000-1380-6710.00000	RECREATION SERVICES		1,970.00			
05222022	AMAZON	05/22/2022	07/10/2022	6.99	0.00	Paid	Y
105762	PLAYGROUND SUPPLIES	Bjohanson18					05/22/2022
	1000-1360-6214.00000	OPERATING SUPPLIES		6.99			
05222022	AMAZON	05/22/2022	07/10/2022	6.99	0.00	Paid	Y
105763	PLAYGROUND SUPPLIES	Bjohanson18					05/22/2022
	1000-1360-6214.00000	OPERATING SUPPLIES		6.99			
05222022	AMAZON	05/22/2022	07/10/2022	56.03	0.00	Paid	Y
105764	COMMUNITY GARDEN SUPPLIES	Bjohanson18					05/22/2022
	5010-5010-6918.00000-00200222	PARK IMPROVEMENTS		56.03			
05232022	AMAZON	05/23/2022	07/10/2022	17.67	0.00	Paid	Y
105765	COMMUNITY GARDEN SUPPLIES	Bjohanson18					05/23/2022
	5010-5010-6918.00000-00200222	PARK IMPROVEMENTS		17.67			

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						

Purchase Card Vendor: 100292 U. S. BANCORP

05272022	AMAZON	05/27/2022	07/10/2022	20.99	0.00	Paid	Y
105766	COMMUNITY GARDEN SUPPLIES	Bjohnson18					05/27/2022
	5010-5010-6918.00000-00200222	PARK IMPROVEMENTS		20.99			
05252022	AMAZON	05/25/2022	07/10/2022	34.49	0.00	Paid	Y
105767	PLAYGROUND SUPPLIES	Bjohnson18					05/25/2022
	1000-1360-6214.00000	OPERATING SUPPLIES		34.49			
05282022	AMAZON	05/28/2022	07/10/2022	14.98	0.00	Paid	Y
105768	PLAYGROUND SUPPLIES	Bjohnson18					05/28/2022
	1000-1360-6214.00000	OPERATING SUPPLIES		14.98			
0528	AMAZON	05/28/2022	07/10/2022	46.03	0.00	Paid	Y
105769	COMMUNITY GARDEN SUPPLIES	Bjohnson18					05/28/2022
	5010-5010-6918.00000-00200222	PARK IMPROVEMENTS		46.03			
06072022	STICKER MULE	06/07/2022	07/10/2022	19.00	0.00	Paid	Y
105770	PLAYGROUND SUPPLIES	Bjohnson18					06/07/2022
	1000-1360-6214.00000	OPERATING SUPPLIES		19.00			
06082022	TARGET	06/08/2022	07/10/2022	16.12	0.00	Paid	Y
105771	REMOTE FOR TV'S	Bjohnson18					06/08/2022
	1000-1305-6234.00000	EQUIPMENT PARTS & SUPPLIES		16.12			
05222022	AMAZON	05/22/2022	07/10/2022	0.00	0.00	Void	N
105772	PLAYGROUND SUPPLIES	Bjohnson18					05/22/2022
	1000-1360-6214.00000	OPERATING SUPPLIES		6.99			
05262022	MENARDS	05/26/2022	07/10/2022	23.94	0.00	Paid	Y
105795	LATCH MAGNET VEHICLE BUILD UP	Bjohnson18					05/26/2022
	7000-0000-1765.00000	MOBILE EQUIPMENT		23.94			
06072022	AMAZON	06/07/2022	07/10/2022	59.82	0.00	Paid	Y
105796	VEHICLE BUILD UP MULTIPLE KEY	PUSH Bjohnson18					06/07/2022
	7000-0000-1765.00000	MOBILE EQUIPMENT		59.82			

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						

Purchase Card Vendor: 100292 U. S. BANCORP

05242022	AMAZON	05/24/2022	07/10/2022	205.07	0.00	Paid	Y
105797	VEHICLE BUILD UP RESCUE LINE THROW	Bjohanson18					05/24/2022
	7000-0000-1765.00000	MOBILE EQUIPMENT		205.07			
05242022	AMAZON	05/24/2022	07/10/2022	44.99	0.00	Paid	Y
105798	BLUE CARBON WATER FILTER	Bjohanson18					05/24/2022
	1000-1260-6340.00000	REPAIR & MAINTENANCE		44.99			
05242022	AMAZON	05/24/2022	07/10/2022	148.00	0.00	Paid	Y
105799	VEHICLE BUILD UP RESCUE DISC	Bjohanson18					05/24/2022
	7000-0000-1765.00000	MOBILE EQUIPMENT		148.00			
05242022	AMAZON	05/24/2022	07/10/2022	89.99	0.00	Paid	Y
105800	VEHICLE BUILD UP LIFE JACKET INFLA	Bjohanson18					05/24/2022
	7000-0000-1765.00000	MOBILE EQUIPMENT		89.99			
05102022	MENARDS	05/10/2022	07/10/2022	50.90	0.00	Paid	Y
105801	8" MINI CORRUGATED GALV	Bjohanson18					05/10/2022
	5010-5010-6918.00000-00200222	PARK IMPROVEMENTS		50.90			
06012022	MN AMERICAN WATER WORKS	06/01/2022	07/10/2022	420.00	0.00	Paid	Y
105802	MN AWWA CLASS	Bjohanson18					06/01/2022
	6000-6005-6512.00000	CONFERENCE & SCHOOLS		420.00			
05132022	GRANDVIEW LODGE	05/13/2022	07/10/2022	202.99	0.00	Paid	Y
105803	HOTEL ROOM GRANDVIEW LODGE NISSWA,	Bjohanson18					05/13/2022
	6100-6105-6512.00000	CONFERENCE & SCHOOLS		202.99			
05122022	AMAZON	05/12/2022	07/10/2022	179.00	0.00	Paid	Y
105805	BUSINESS AMAZON PRIME	Bjohanson18					05/12/2022
	7100-7110-6514.00000	DUES & MEMBERSHIPS		179.00			
05192022	AMAZON	05/19/2022	07/10/2022	17.95	0.00	Paid	Y
105806	CELL PHONE CASE - STEPHAN PAPIZ	Bjohanson18					05/19/2022
	1000-1370-6214.00000	OPERATING SUPPLIES		17.95			

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						

Purchase Card Vendor: 100292 U. S. BANCORP

06012022	CRYSTAL CAR WASH	06/01/2022	07/10/2022	20.00	0.00	Paid	Y
105807	CARWASHES - FIRE DEPT	Bjohnson18					06/01/2022
	7000-7010-6336.00000	OTHER CONTRACTS		20.00			
06012022	CRYSTAL CAR WASH	06/01/2022	07/10/2022	396.00	0.00	Paid	Y
105808	CAR WASHES - POLICE DEPT	Bjohnson18					06/01/2022
	7000-7010-6336.00000	OTHER CONTRACTS		396.00			
06012022	HOLIDAY CAR WASH	06/01/2022	07/10/2022	38.50	0.00	Paid	Y
105809	CAR WASHES - POLICE DEPT	Bjohnson18					06/01/2022
	7000-7010-6336.00000	OTHER CONTRACTS		38.50			
06022022	GUY BROWN	06/02/2022	07/10/2022	44.26	0.00	Paid	Y
105810	BANK BAGS: CITY HALL / DMV / P & R	Bjohnson18					06/02/2022
	7100-7105-6214.00000	OPERATING SUPPLIES		11.07			
	6700-6705-6214.00000	OPERATING SUPPLIES		11.07			
	6400-6405-6214.00000	OPERATING SUPPLIES		11.06			
	1000-1300-6214.00000	OPERATING SUPPLIES		11.06			
06052022	AMAZON	06/05/2022	07/10/2022	249.80	0.00	Paid	Y
105811	CAMERAS - I.T. DEPT	Bjohnson18					06/05/2022
	7100-7110-6214.00000	OPERATING SUPPLIES		249.80			
06052022	AMAZON	06/05/2022	07/10/2022	25.98	0.00	Paid	Y
105812	CAMERA CASES - I.T. DEPT	Bjohnson18					06/05/2022
	7100-7110-6214.00000	OPERATING SUPPLIES		25.98			
05132022	AMAZON	05/13/2022	07/10/2022	69.95	0.00	Paid	Y
105813	GRINDING WHEEL #3911	Bjohnson18					05/13/2022
	7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES		69.95			
05132022	AMAZON	05/13/2022	07/10/2022	28.21	0.00	Paid	Y
105814	FLAP DISC POLIFAN #3911	Bjohnson18					05/13/2022
	7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES		28.21			

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						

Purchase Card Vendor: 100292 U. S. BANCORP

05262022	AMAZON	05/26/2022	07/10/2022	101.13	0.00	Paid	Y
105815	PUMP MOTOR #209	Bjohanson18					05/26/2022
	7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES		101.13			
06022022	AMAZON	06/02/2022	07/10/2022	11.49	0.00	Paid	Y
105817	QUAGE FUSE HOLDER #234	Bjohanson18					06/02/2022
	7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES		11.49			
06012022	AMAZON	06/01/2022	07/10/2022	39.99	0.00	Paid	Y
105820	GUAGE WIRE CABLE #234	Bjohanson18					06/01/2022
	7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES		39.99			
05282022	AMAZON	05/28/2022	07/10/2022	199.97	0.00	Paid	Y
105823	POWER INVERTER #234	Bjohanson18					05/28/2022
	7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES		199.97			
05162022	UPS	05/16/2022	07/10/2022	36.65	0.00	Paid	Y
105832	SHIPPING	Bjohanson18					05/16/2022
	6700-6705-6378.00000	POSTAGE & SHIPPING		36.65			
05202022	FULL SLATE	05/20/2022	07/10/2022	49.95	0.00	Paid	Y
105833	APPOINTMENT SOFTWARE	Bjohanson18					05/20/2022
	6700-6705-6336.00000	OTHER CONTRACTS		49.95			
05302022	UPS	05/30/2022	07/10/2022	45.04	0.00	Paid	Y
105842	SHIPPING	Bjohanson18					05/30/2022
	6700-6705-6378.00000	POSTAGE & SHIPPING		45.04			
06062022	UPS	06/06/2022	07/10/2022	32.50	0.00	Paid	Y
105843	SHIPPING	Bjohanson18					06/06/2022
	6700-6705-6378.00000	POSTAGE & SHIPPING		32.50			
05132022	BOUND TREE	05/13/2022	07/10/2022	152.52	0.00	Paid	Y
105844	MEDICAL SUPPLIES	Bjohanson18					05/13/2022
	1000-1200-6214.00000	OPERATING SUPPLIES		152.52			

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						

Purchase Card Vendor: 100292 U. S. BANCORP

05132022	BEST WESTERN	05/13/2022	07/10/2022	585.65	0.00	Paid	Y
105847	DUSTIN LESLIE - CITY CLERK CONFERE	Bjohson18					05/13/2022
	1000-1030-6510.00000	MEETING / TRAVEL EXPENSE		585.65			
05192022	MN STATE COLLEGES	05/19/2022	07/10/2022	275.00	0.00	Paid	Y
105848	LIVE BURN INSTRUCTOR - HEDLUND	Bjohson18					05/19/2022
	1000-1260-6512.00000	CONFERENCE & SCHOOLS		275.00			
06072022	FLEMINGS	06/07/2022	07/10/2022	46.22	0.00	Paid	Y
105849	MEALS - GFOA ANNUAL CONFERENCE	Bjohson18					06/07/2022
	1000-1050-6510.00000	MEETING / TRAVEL EXPENSE		46.22			
06072022	ALOFT	06/07/2022	07/10/2022	25.00	0.00	Paid	Y
105850	MEALS - GFOA ANNUAL CONFERENCE	Bjohson18					06/07/2022
	1000-1050-6510.00000	MEETING / TRAVEL EXPENSE		25.00			
06082022	FOGO DE CHAO	06/08/2022	07/10/2022	67.90	0.00	Paid	Y
105852	MEALS - GFOA ANNUAL CONFERENCE	Bjohson18					06/08/2022
	1000-1050-6510.00000	MEETING / TRAVEL EXPENSE		67.90			
06082022	CAFE CREPE	06/08/2022	07/10/2022	15.61	0.00	Paid	Y
105853	MEALS - GFOA ANNUAL CONFERENCE	Bjohson18					06/08/2022
	1000-1050-6510.00000	MEETING / TRAVEL EXPENSE		15.61			
06092022	CAFE CREPE	06/09/2022	07/10/2022	16.16	0.00	Paid	Y
105854	MEALS - GFOA ANNUAL CONFERENCE	Bjohson18					06/09/2022
	1000-1050-6510.00000	MEETING / TRAVEL EXPENSE		16.16			
06102022	THE STEPHEN	06/10/2022	07/10/2022	742.90	0.00	Paid	Y
105855	HOTEL - GFOA ANNUAL CONFERENCE	Bjohson18					06/10/2022
	1000-1050-6510.00000	MEETING / TRAVEL EXPENSE		742.90			
06102022	TACO PROJECT	06/10/2022	07/10/2022	30.23	0.00	Paid	Y
105856	MEALS - GFOA ANNUAL CONFERENCE	Bjohson18					06/10/2022
	1000-1050-6510.00000	MEETING / TRAVEL EXPENSE		30.23			

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
Purchase Card Vendor: 100292 U. S. BANCORP							

06022022	MN CIT OFFICERS ASSN	06/02/2022	07/10/2022	200.00	0.00	Paid	Y
105857	CIT TRAINING - BRUNMEIER & NORDBY	Bjohanson18					06/02/2022
	1000-1205-6512.00000	CONFERENCE & SCHOOLS		200.00			
06022022	EMERGENT DEVICES	06/02/2022	07/10/2022	810.00	0.00	Paid	Y
105858	NARCAN	Bjohanson18					06/02/2022
	1000-1205-6214.00000	OPERATING SUPPLIES		810.00			
05212022	FIRE RESCUE 1 ACADEMY	05/21/2022	07/10/2022	39.00	0.00	Paid	Y
105860	ONLINE CLASS - FIRE RESCUE 1 ACAD	Bjohanson18					05/21/2022
	1000-1260-6512.00000	CONFERENCE & SCHOOLS		39.00			
05132022	USPS	05/13/2022	07/10/2022	10.74	0.00	Paid	Y
105865	CERTIFIED MAIL	Bjohanson18					05/13/2022
	1000-1200-6378.00000	POSTAGE & SHIPPING		10.74			
05132022	UPS	05/13/2022	07/10/2022	114.48	0.00	Paid	Y
105866	UPS SHIPPING	Bjohanson18					05/13/2022
	1000-1205-6378.00000	POSTAGE & SHIPPING		114.48			
05132022	UPS	05/13/2022	07/10/2022	12.57	0.00	Paid	Y
105867	UPS SHIPPING	Bjohanson18					05/13/2022
	1000-1205-6378.00000	POSTAGE & SHIPPING		12.57			
05132022	UPS	05/13/2022	07/10/2022	12.00	0.00	Paid	Y
105868	UPS SHIPPING	Bjohanson18					05/13/2022
	1000-1205-6378.00000	POSTAGE & SHIPPING		12.00			
05172022	USPS	05/17/2022	07/10/2022	7.38	0.00	Paid	Y
105869	CERTIFIED MAIL	Bjohanson18					05/17/2022
	1000-1205-6378.00000	POSTAGE & SHIPPING		7.38			
05242022	MCDONALDS	05/24/2022	07/10/2022	20.81	0.00	Paid	Y
105871	BREAKFAST FOR CHILDREN OF VICTIM	Bjohanson18					05/24/2022
	1000-1200-6214.00000	OPERATING SUPPLIES		20.81			

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Unlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						

Purchase Card Vendor: 100292 U. S. BANCORP

05312022	HY VEE	05/31/2022	07/10/2022	47.77	0.00	Paid	Y
105872	BEVERAGES FOR DEBRIEFING	Bjohnson18					05/31/2022
	1000-1200-6214.00000	OPERATING SUPPLIES		47.77			
06062022	USPS	06/06/2022	07/10/2022	14.76	0.00	Paid	Y
105873	CERTIFIED MAIL	Bjohnson18					06/06/2022
	1000-1200-6378.00000	POSTAGE & SHIPPING		14.76			
06092022	USPS	06/09/2022	07/10/2022	14.76	0.00	Paid	Y
105874	CERTIFIED MAIL	Bjohnson18					06/09/2022
	1000-1200-6378.00000	POSTAGE & SHIPPING		14.76			
06092022	UPS	06/09/2022	07/10/2022	13.33	0.00	Paid	Y
105875	UPS SHIPPING	Bjohnson18					06/09/2022
	1000-1200-6378.00000	POSTAGE & SHIPPING		13.33			
06092022	UPS	06/09/2022	07/10/2022	12.00	0.00	Paid	Y
105876	UPS SHIPPING	Bjohnson18					06/09/2022
	1000-1200-6378.00000	POSTAGE & SHIPPING		12.00			
05172022	HOME DEPOT	05/17/2022	07/10/2022	196.81	0.00	Paid	Y
105877	SHOVEL / HANDLE / WRENCH	Bjohnson18					05/17/2022
	1000-1610-6214.00000	OPERATING SUPPLIES		196.81			
05202022	BELSON	05/20/2022	07/10/2022	668.82	0.00	Paid	Y
105878	SNUFFER CIGARETTE RECEIPTICLE	Bjohnson18					05/20/2022
	7100-7115-6234.00000	EQUIPMENT PARTS & SUPPLIES		668.82			
06012022	FLEET FARM	06/01/2022	07/10/2022	45.97	0.00	Paid	Y
105880	WEED KILLER	Bjohnson18					06/01/2022
	1000-1605-6214.00000	OPERATING SUPPLIES		45.97			
05102022	MENARDS	05/10/2022	07/10/2022	226.40	0.00	Paid	Y
105885	BOW RAKE / SCREWS	Bjohnson18					05/10/2022
	1000-1567-6214.00000	OPERATING SUPPLIES		226.40			

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						

Purchase Card Vendor: 100292 U. S. BANCORP

05252022	HOME DEPOT	05/25/2022	07/10/2022	1,115.35	0.00	Paid	Y
105886	CIRCULAR SAW / RATCHET / PLIERS	Bjohnson18					05/25/2022
	1000-1567-6214.00000	OPERATING SUPPLIES		1,115.35			
06062022	HOME DEPOT	06/06/2022	07/10/2022	31.46	0.00	Paid	Y
105887	MIRACLE GROW / PLANT FOOD	Bjohnson18					06/06/2022
	1000-1605-6214.00000	OPERATING SUPPLIES		31.46			
06062022	HOME DEPOT	06/06/2022	07/10/2022	63.84	0.00	Paid	Y
105888	MARKING PAINT	Bjohnson18					06/06/2022
	1000-1571-6214.00000	OPERATING SUPPLIES		63.84			
05102022	APWA	05/10/2022	07/10/2022	829.00	0.00	Paid	Y
105889	PMX REGISTRATION - MCCOY	Bjohnson18					05/10/2022
	1000-1400-6512.00000	CONFERENCE & SCHOOLS		829.00			
05242022	YSI / XYLEM	05/24/2022	07/10/2022	642.75	0.00	Paid	Y
105890	FLOC PLANT OPERATING MATERIALS	Bjohnson18					05/24/2022
	6200-6212-6234.00000	EQUIPMENT PARTS & SUPPLIES		642.75			
05122022	MN DEPT OF LABOR & INDUSTRY	05/12/2022	07/10/2022	20.00	0.00	Paid	Y
105891	BOILER LICENSE - MATT LEONARD	Bjohnson18					05/12/2022
	7100-7115-6718.00000	LICENSES TAXES & FEES		20.00			
06082022	MN DEPT OF LABOR & INDUSTRY	06/08/2022	07/10/2022	20.00	0.00	Paid	Y
105892	BOILER LICENSE - NEVALA	Bjohnson18					06/08/2022
	7100-7115-6718.00000	LICENSES TAXES & FEES		20.00			
05162022	HP	05/16/2022	07/10/2022	2,041.90	0.00	Paid	Y
105893	LAPTOP	Bjohnson18					05/16/2022
	7100-7110-6234.00000	EQUIPMENT PARTS & SUPPLIES		2,041.90			
05172022	AMAZON	05/17/2022	07/10/2022	72.78	0.00	Paid	Y
105894	MONITOR STAND & KEYBOARD CASE	Bjohnson18					05/17/2022
	7100-7110-6214.00000	OPERATING SUPPLIES		72.78			

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						

Purchase Card Vendor: 100292 U. S. BANCORP

05192022	AMAZON	05/19/2022	07/10/2022	33.98	0.00	Paid	Y
105895	USB/ETHERNET ADAPTER	Bjohnson18					05/19/2022
	7100-7110-6214.00000	OPERATING SUPPLIES		33.98			
05202022	AMAZON	05/20/2022	07/10/2022	111.58	0.00	Paid	Y
105896	XD CARD/CASE	Bjohnson18					05/20/2022
	7100-7110-6214.00000	OPERATING SUPPLIES		111.58			
05202022	AMAZON	05/20/2022	07/10/2022	125.98	0.00	Paid	Y
105897	DOCKING STATION FOR LAPTOPS	Bjohnson18					05/20/2022
	7100-7110-6234.00000	EQUIPMENT PARTS & SUPPLIES		125.98			
05292022	AMAZON	05/29/2022	07/10/2022	206.97	0.00	Paid	Y
105898	BATTERY BACKUPS	Bjohnson18					05/29/2022
	7100-7110-6214.00000	OPERATING SUPPLIES		206.97			
06012022	AMAZON	06/01/2022	07/10/2022	75.21	0.00	Paid	Y
105899	AC ADAPTERS	Bjohnson18					06/01/2022
	7100-7110-6214.00000	OPERATING SUPPLIES		75.21			
06032022	AMAZON	06/03/2022	07/10/2022	99.98	0.00	Paid	Y
105900	USB C CHARGER	Bjohnson18					06/03/2022
	7100-7110-6214.00000	OPERATING SUPPLIES		99.98			
06032022	AMAZON	06/03/2022	07/10/2022	319.98	0.00	Paid	Y
105902	MONITORS	Bjohnson18					06/03/2022
	7100-7110-6234.00000	EQUIPMENT PARTS & SUPPLIES		319.98			
06052022	AMAZON	06/05/2022	07/10/2022	9.59	0.00	Paid	Y
105903	USB C CABLES	Bjohnson18					06/05/2022
	7100-7110-6214.00000	OPERATING SUPPLIES		9.59			
06062022	AMAZON	06/06/2022	07/10/2022	57.98	0.00	Paid	Y
105904	CUSTOM CASE	Bjohnson18					06/06/2022
	7100-7110-6214.00000	OPERATING SUPPLIES		57.98			

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Unlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						

Purchase Card Vendor: 100292 U. S. BANCORP

06062022	AMAZON	06/06/2022	07/10/2022	(159.99)	0.00	Paid	Y
105905	RETURN 1 MONITOR	Bjohson18					06/06/2022
	7100-7110-6234.00000	EQUIPMENT PARTS & SUPPLIES		(159.99)			
05162022	EPIC SPORTS	05/16/2022	07/10/2022	(8.78)	0.00	Paid	Y
105914	SOCGER NET CLIPS - TAX CREDIT REFU	Bjohson18					05/16/2022
	1000-1305-6234.00000	EQUIPMENT PARTS & SUPPLIES		(8.78)			
05102022	CRYSTAL CAR WASH	05/10/2022	07/10/2022	42.00	0.00	Paid	Y
105915	CAR WASHES - ENGINEER / CE	Bjohson18					05/10/2022
	7000-7010-6336.00000	OTHER CONTRACTS		42.00			
05262022	US BANK REBATE	05/26/2022	07/10/2022	(1,015.98)	0.00	Paid	Y
105916	US BANK REBATE	Bjohson18					05/26/2022
	8900-8900-4852.00000	INTEREST INCOME		(1,015.98)			
20220516	HP	05/16/2022	06/24/2022	2,041.90	0.00	Paid	Y
105917	MT LAPTOP	bsibell					05/16/2022
	1000-1030-6234.00000	EQUIPMENT PARTS & SUPPLIES		2,041.90			
20220603	AMAZON	06/03/2022	06/24/2022	319.98	0.00	Paid	Y
105918	MT MONITORS	bsibell					06/03/2022
	1000-1030-6234.00000	EQUIPMENT PARTS & SUPPLIES		319.98			
Total Purchase Card Vendor: 100292 U. S. BANCORP				19,455.94	0.00		
# of Invoices: 101 # Due: 0 Totals:				20,640.69	0.00		
# of Credit Memos: 3 # Due: 0 Totals:				(1,184.75)	0.00		
Net of Invoices and Credit Memos:				19,455.94	0.00		

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Unlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						

--- TOTALS BY FUND ---

1000 - GENERAL FUND	12,932.27	0.00
5010 - PARK CAPITAL IMPROVEMENTS	442.97	0.00
6000 - WATER	420.00	0.00
6100 - SANITARY SEWER	202.99	0.00
6200 - STORM SEWER	642.75	0.00
6400 - LIQUOR OPERATIONS	11.06	0.00
6700 - DEPUTY REGISTRAR	175.21	0.00
7000 - CENTRAL GARAGE	1,474.06	0.00
7100 - CENTRAL SERVICES	4,170.61	0.00
8900 - INVESTMENT CONTROL	(1,015.98)	0.00

--- TOTALS BY DEPT/ACTIVITY ---

0000 -	526.82	0.00
1030 - ADMINISTRATIVE SERVICES	2,947.53	0.00
1050 - FINANCIAL SERVICES	944.02	0.00
1200 - POLICE SUPPORT SERVICES	286.69	0.00
1205 - PATROL SERVICES	1,156.43	0.00
1260 - FIRE PREVENTION / SUPPRESS	358.99	0.00
1300 - RECREATION ADMINISTRATION	11.06	0.00
1305 - COMMUNITY CENTER OPERATION	132.94	0.00
1360 - PLAYGROUNDS	627.83	0.00
1370 - FORESTRY	17.95	0.00
1380 - CITY BAND	3,940.00	0.00
1400 - ENGINEERING SERVICES	829.00	0.00
1567 - PARKS EQUIPMENT MAINTENANC	1,341.75	0.00
1571 - PARKS BALDFIELD MAINTENANC	63.84	0.00
1605 - STREETSCAPE	77.43	0.00
1610 - STREET & BOULEVARD MAINTEN	196.81	0.00
5010 - PARK CAPITAL IMPROVEMENTS	442.97	0.00
6005 - WATER UTILITY ADMINISTRATION	420.00	0.00
6105 - SANITARY SEWER ADMINISTRATION	202.99	0.00
6212 - STORM SEWER FLOCCULATION P	642.75	0.00
6405 - LIQUOR OPERATIONS	11.06	0.00
6705 - LICENSE CENTER OPERATIONS	175.21	0.00
7010 - CG VEHICLE MAINTENANCE	947.24	0.00
7105 - CS GENERAL OFFICE	11.07	0.00
7110 - CS INFORMATION TECHNOLOGY	3,450.72	0.00
7115 - CS GOVERNMENT BUILDINGS	708.82	0.00
8900 - INVESTMENT CONTROL	(1,015.98)	0.00

--- TOTALS BY PAYMENT CARD ACCOUNT ---
0337 944.02

Inv Num Vendor
Inv Ref# Description
GL Distribution

Inv Date Due Date
Entered By Inv Amt

Amt Due Status
Jrnalized Post Date

--- TOTALS BY PAYMENT CARD ACCOUNT ---

0371					39.00				
0731					1,013.49				
1355					196.81				
2719					200.00				
2743					810.00				
3103					622.71				
3764					13.98				
4364					269.86				
4610					152.52				
5111					164.14				
5157					275.00				
6348					1,471.75				
6734					5,078.86				
6932					450.74				
7248					585.65				
7364					10.74				
8046					622.99				
8415					5,357.82				
8424					2,151.84				
8722					40.00				



MEMORANDUM

TO: Mayor and City Council
FROM: Tim Sandvik, City Manager
DATE: August 1, 2022
RE: 4030 Lakeland Ave. N. Redevelopment

- SECOND READING of the Ordinance rezoning the western 40 feet to B-3, Highway Commercial (Z22-1).

BACKGROUND:

4030 Lakeland Ave. N. (formerly Robbinsdale Oil) is being redeveloped for a drive-through coffee shop. On July 5, 2022 the Council held the first reading of the ordinance rezoning the westerly 40 feet of the property to B-3, Highway commercial from B-4, Community business.

ANALYSIS/CONCLUSION:

The Ordinance is ready for its second reading. Several minor grammatical errors have been corrected as a result of the first reading.

RECOMMENDATION:

Hold the SECOND READING of the Ordinance shown in **Exhibit 1** rezoning the westernmost 40 feet of 4030 Lakeland Avenue North to B-3, Highway commercial

Tim Sandvik, City Manager

CONCURRENCE:

Rick Pearson, Community Development Coordinator

Member _____ moved and Member _____ seconded a motion that the following Ordinance, which was given its first reading on July 5, 2022 be given its second reading this 1st day of August 2022 and that it be adopted.

ORDINANCE NO. 22-08

**AN ORDINANCE AMENDING THE ZONING DISTRICT MAP
OF ROBBINSDALE MINNESOTA**

THE CITY COUNCIL OF THE CITY OF ROBBINSDALE DOES ORDAIN:

- 1) That Zoning Code Section 510.03 states that The boundary lines of the districts listed in this section are hereby established as shown on that certain map entitled "Zoning District Map of Robbinsdale, Minnesota," which map is properly approved and filed with the city clerk.
- 2) That the westernmost 40 feet of the property located at 4030 Lakeland Ave. N. legally described as: Lot 10, Block 7, PARKERSIDE, Hennepin County is hereby rezoned from B-4, Community business, to B-3, Highway commercial.
- 3) That the Zoning District Map of Robbinsdale Minnesota will be updated to reflect the rezoning of the above referenced property.
- 4) **That the following summary clearly informs the public of the intent and effect of the ordinance and is approved for publication:**

The westernmost 40 feet of the property located at 4030 Lakeland Ave. N. in Robbinsdale is rezoned to B-3, Highway commercial.

First Reading:	YEAS:	Backen, Webb, Mayor Blonigan
	NAYS:	None
	ABSENT:	Selman

Second Reading:	YEAS:
	NAYS:

PASSED AND ADOPTED BY THE CITY COUNCIL THIS 1ST DAY OF AUGUST, 2022.

William A. Blonigan, Mayor

ATTEST:

Dustin Leslie, City Clerk
(SEAL)



City of Robbinsdale

MEMORANDUM

To: Mayor and City Council
 From: Tim Sandvik, City Manager
 Date: August 1, 2022
 Subject: Block Party Requests for National Night Out (8-2-22)

Background

National Night Out is Tuesday, August 2, 2022. Requests have been received for the closure of State Aid streets. The street closure and block party guidelines adopted in 2009 allow for closure of State Aid streets for this annual community event. Requests must be received two weeks prior to the event and there must be alternate routes around the street closure.

The first list of block parties and road closures were approved at the 7/19/22 City Council meeting. New requests since then have been added to the list and can be seen in **bold** on Attachment 1.

Analysis/Conclusion

The Police Chief and Public Works Director/City Engineer have reviewed the applications.

The Public Works Director/City Engineer notes that there are applications for some State Aid streets and adjacent to county roads that require barricades. These applications were received by July 19, 2022, which is within two weeks of August 2, 2022:

- 1) 2600-Block Zenith Ave N: Full closure required with barricades at both ends.
- 2) 4500-Block Zenith Ave N: Barricades at County Road 9
- 3) 4300-Block France Ave N: Closures at France/43rd and 44th/Ewing. Barricades not considered necessary.

Recommendation

By motion, approve the requested block parties listed on Attachment 1 with the conditions and recommendations listed above in the analysis.

 Tim Sandvik, City Manager

CONCURRENCE:

 Dustin Leslie, City Clerk

National Night Out Locations	Ward Number
End of 4000-Block of Xenia Ave N	1
Zane Ave N between 42nd and 41st	1
4300-Block Indiana Ave N	1
4300-Block Unity Ave N	1
4168-4176 Adair Ave N Apartment Buildings	1
46 1/2 Ave N and Grimes Ave N	1
4600-Block Grimes Ave N	1
4100-Block Quail Ave N	1
43rd Ave N in the cul-de-sac	1
4000-Block Perry Ave N	1
4500-4700 Block Quail Ave N	1
45th Ave N and Beard Ave N	2
4200-Block of Zenith Ave N	2
Zenith Ave N between 39th and 40th	2
Triangle at 41st Ave N, Beard Ave N, and Abbott Ave N	2
4500-Block Chowen Ave N	2
Drew Ave N between 42nd and 43rd	2
4300-Block Abbott Ave N between Lake Drive and 43rd	2
4100-Block Beard Ave N - Alley	2
3900-Block Natureview Circle	2
3600-Block Abbot between 36th and 38th	2
3600-3800 Block Zenith Ave N	2
3800-Block Zenith Ave N	2
Abbott Ave N near 46th Ave N	2
4100-Block Abbott Ave N	2
Shoreview Road and Grimes Ave N cul-de-sac	2
4500-Block Zenith Ave N	2
4300-Block France Ave N	2
4200-Block Abbott Ave N	2
40th Ave N and Hubbard Ave N	3
3700 Hubbard Ave N	3
Unity Ave N between 38th and 39th	3
39th Ave N and Orchard Ave N	3
Hubbard Ave N from 38th to 39th	3
3900-Block between Welcome and Vera Cruz	3
3958 Noble Ave N	3
3900-Block Quail Ave N	3
3600-Block of Halifax Ave N	4
3200-3300-Block Ewing Ave N	4
4400 36th Ave N (Lee Square)	4
3500-Block Grimes Ave N	4
3400-Block Halifax Ave N	4
Parkview Blvd between 27th and Chowen	4
Parker Station Flats front parking lot	4
30th Ave N between York and Zenith	4
3300-Block Chowen and Beard - Dead end street	4

2600-Block Zenith Ave N	4
3300-Block Grimes Ave N	4
Parkview Blvd between 26th and 26 1/2	4

BOLD Denotes new for 8/1/22 meeting



City of Robbinsdale

MEMORANDUM

To: Mayor and City Council

From: Tim Sandvik, City Manager

Date: August 1, 2022

Subject: Sacred Heart Church Fun Fest

Background

Sacred Heart Church, 4087 West Broadway, submitted a block party application for their annual "Fun Fest" event. The event is scheduled for Saturday, September 17, 2022 from 1:30 p.m. until 10:30 p.m. No street closures requested. The event will take place on the parking lot of 4087 West Broadway.

The Police Chief and Public Works Director/City Engineer approve the application. The Fire Marshal approves with the following conditions: maintain emergency vehicle access at all times, use fire rated tents if cooking under them and provide certificates of fire rating, and must have up-to-date fire extinguishers at cooking locations.

The Police Chief informed that Police Reserves will be on site.

There will be live music playing under a large tent in the parking lot off West Broadway. The band, "45rpm" will play from 7:00 p.m. to 10:30 p.m.

The live band is scheduled to perform until 10:30 p.m. on Saturday, September 17th. Per City Code (2005.15, Subd.1), after 10:00 p.m. *it is unlawful to participate in a party or gathering of people from which noise or music emanates in sufficient volume such as to unreasonably disturb the peace, quiet or repose of persons residing in a residential area. The city council may in its discretion approve a request for extended hours for an event(s).*

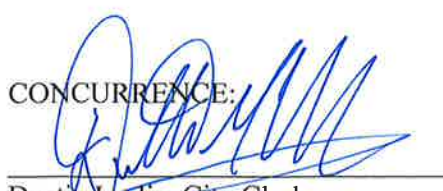
The church has applied for City temporary food and liquor licenses. Staff will ensure that appropriate county and state licenses are obtained, as required.

Recommendation

By motion,

- 1) Approve the request for the Sacred Heart Church annual Fun Fest, Saturday, September 17, 2022, 1:30-10:30 p.m., with music ending at 10:30 p.m.
- 2) Find that the Fun Fest qualifies as a community event and eligible for extended outdoor music until 10:30 p.m. per City Code (2005.15, Subd.1).
- 3) Approve the Police Chief's recommendation that Police Reserves will be on site.
- 4) Approve the temporary liquor and food licenses.

CONCURRENCE:


Dustin Leslie, City Clerk


Tim Sandvik, City Manager

MEMORANDUM

TO: Mayor and City Council

FROM: Tim Sandvik, City Manager

DATE: August 1, 2022

SUBJECT: Accept Quote for City Hall Subsidized Walk and Step Replacement – City Project 10122

Background:

Included in the approved 2022 Capital Improvement Plan is the replacement of subsidized concrete sidewalk and the upper landing and steps at the northern side of the entry to City Hall.

The proposed project includes the demolition of the existing and construction of new concrete steps, new concrete upper landing to the sliding doors and new lower sidewalk area to the northern parking lot. The accessible ramp was reconstructed a number of years ago and is not included in this project.

Two companies have provided pricing for the work. The prices received for the work are as follows –

<u>Company</u>	<u>Total</u>
Concrete Science	\$ 55,269.31
Mill City Concrete and Masonry Inc.	\$ 67,500.00

There is funding identified in the current capital budget for this work with \$80,000.00 available in Project 10122. It is recommended that the quote from Concrete Science be accepted.

Recommendation:

By motion, authorize the Mayor and City Manager to accept the quote provided by Concrete Science for the replacement of subsidized concrete sidewalk and the upper landing and steps at the northern side of the entry to City Hall for the estimated amount of \$ 55,269.31.



Tim Sandvik, City Manager

CONCURRENCE:



Richard McCoy, P.E.
Public Works Director / City Engineer



City of Robbinsdale

MEMORANDUM

To: Mayor and City Council

From: Tim Sandvik, City Manager

Date: August 1, 2022

Subject: Faith Lilac Way Lutheran Church Event

Background

Faith Lilac Way Lutheran Church, 5530 42nd Avenue North, submitted a block party application for a neighborhood event. The event is scheduled for Wednesday, August 24, 2022 from 6:00 p.m. until 10:00 p.m. No street closures requested. The event will take place on the church grounds. They are expecting approximately 75 people.

The Police Chief and Public Works Director/City Engineer approve the application. The Fire Marshal approves with the following conditions: maintain emergency vehicle access at all times, use fire rated tents if cooking under them and provide certificates of fire rating, and must have up-to-date fire extinguishers at cooking locations.

The Police Chief informed that Police Reserves will be on site.

There will be a live 5-piece band playing "big band" music 6:00 p.m. to 10:00 p.m. Special approval is not required, since the music will end at 10:00 p.m.

The church has applied for a city temporary liquor license. There will be a two-beer limit per attendee. City staff will forward the state required license to the Department of Public Safety Alcohol division, after city approval.

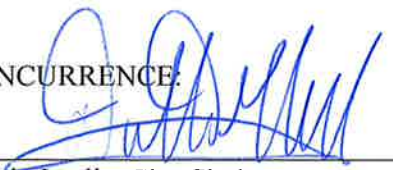
Staff learned recently from Hennepin County Department of Health that churches are exempt from food licensing.

Recommendation

By motion,

- 1) Approve the request for the Faith Lilac Way Lutheran Church, 5530 42nd Avenue North, event on Wednesday, August 24, 2022, 6:00-10:00 p.m., with music ending at 10:00 p.m.
- 2) Approve the Police Chief's recommendation that Police Reserves will be on site.
- 3) Approve the temporary liquor license.

CONCURRENCE:


Dustin Leslie, City Clerk


Tim Sandvik, City Manager

MEMORANDUM

TO: Mayor and City Council

FROM: Tim Sandvik, City Manager

DATE: August 1, 2022

SUBJECT: Accept Quote for Replacement of Failed Storm Sewer on Lakeland Avenue

Background:

In the Spring of 2022, the corrugated metal storm sewer pipe across Lakeland Avenue east of West Broadway (adjacent to the new Water Tower site) failed. The failed section of pipe is in the road at an alley entrance. The existing pipe across the road is very shallow (1-2' deep) and suffers flooding during sharp rain events due to the lack of catch basins.

To address the failed pipe and improve collection, it is proposed to remove the existing pipe and replace it with a new concrete pipe at a lower elevation and install 3 new catch basins. The collected water will be directed to an existing depression on the northern side of Lakeland Avenue which will be converted into a raingarden in the future (after the new Tower is finished).

This section of street is scheduled for reconstruction in 2027 however this work cannot wait until then. Other repair options such as structural lining are not supported in this situation as the pipe is not at the appropriate grade and lining will not address the localized flooding problem.

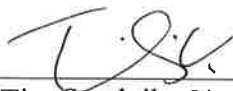
Staff sought prices from Contractors to perform this work. Two Contractors looked at the project and responded with prices as follows –

<u>Company</u>	<u>Total</u>
Valley Rich Co	\$ 61,300.00
Northdale Construction	\$ 74,022.11

Although there is no specific funding identified for this work, stormsewer maintenance funds and the \$15,000.00 allocated in the Stormsewer Small Works (Project 79722) are available to be utilized. Staff recommends accepting the price received from Valley Rich Co.

Recommendation:

By motion, authorize the Mayor and City Manager to accept the quote provided by Valley Rich Co. for the replacement of a failed stormsewer in Lakeland Avenue, including 3 new catch basins for the estimated amount of \$ 61,300.00.


 Tim Sandvik, City Manager

CONCURRENCE:



Richard McCoy, P.E.
 Public Works Director / City Engineer



MEMORANDUM

TO: Mayor and City Council
FROM: Tim Sandvik, City Manager
DATE: August 1, 2022
RE: Conditional Use Permit Request C22-6 for off-site parking use of street right-of-way and private property for 4089 West Broadway

BACKGROUND:

Andre and Dominique Oker acquired 4089 West Broadway, the former site of P & D Mechanical plumbing contractors. The property has no on-site parking of its own other than an overhead door to the interior of the warehouse portion of the building. The new owners are requesting the use of adjacent street right-of-way and will be leasing parking owned by the neighboring Church of the Sacred Heart, both of which require a conditional use permit. On July 21, the Planning Commission conducted a public hearing as required. The minutes to the meeting are provided as **Exhibit 1**.

ANALYSIS/CONCLUSION:

The report prepared for the Planning Commission is provided as **Exhibit 2**. The report provided details regarding;

- The property is a corner lot that is only slightly larger than the building.
- The building was constructed in 1949 and has been used as a contractor shop with very minimal parking needs for a very long time.
- There is room for up to 4 parking spaces on 41st Ave. N. between West Broadway and the building's warehouse overhead door.
- The Church of the Sacred Heart has provided a site plan showing 36 parking spaces available.

At the public hearing, Andre and Dominique were present to answer questions. The Okers hoped to secure as many parking spaces as possible. No one else was in attendance. The Commissioners had no concerns and thanked the Okers for investing in Robbinsdale. Subsequently, the Commissioners unanimously (of those present) adopted a motion recommending approval of the conditional use permit.

RECOMMENDATION:

Motion to waive the reading and adopt the resolution shown in **Exhibit 3** APPROVING CONDITIONAL USE PERMIT REQUEST C22-6 FOR OFF-SITE PARKING USE OF STREET RIGHT-OF-WAY AND PRIVATE PROPERTY FOR 4089 WEST BROADWAY

CONCURRENCE:

Tim Sandvik, City Manager

Rick Pearson, Community Development Coordinator

EXCERPT OF THE PLANNING COMMISSION MEETING MINUTES OF JULY 21, 2022

#4A: PUBLIC HEARING:

Consideration of Conditional Use Permit C22-6 to allow use of 41st Ave N street right-of-way for required off-street parking and the use of private property owned by the Church of the Sacred Heart for required off-street parking at 4089 West Broadway as requested by the property owner Andre and Dominique Oker

29. **MOTION** by Co-Chair Ulbrich, seconded by Commissioner Harper to OPEN the public hearing. **The vote was 4-0 and the motion carried. (Chair Parisian absent)**
30. Pearson presented the staff report for this conditional use permit for off-site parking. The building is slightly smaller than the boundary lines of the site. No on-site parking available. Site plan from Sacred Heart shows their parking lot to the southeast, lots of available parking. Adjacent street right-of-way has space for four parking spaces. Staff is recommending approval of the conditional use permit with the conditions of have ADA accessibility, agreement between the applicant and Sacred Heart Church and appropriate signage for parking.
31. Commissioner Harper inquired if this location is part of the downtown area. Pearson stated yes it is in the downtown so parking requirement is half due to transit.
32. Commissioner Markfort asked if there are time limits on parking. Pearson stated there is a city-wide time limit and some streets are signed with restrictions.
33. Co-Chair Ulbrich asked if the parking standards change with the use of the building. Pearson stated yes but it has not been committed yet.
34. **Dominique Oker, 4089 West Broadway, Applicant**
Goal is to get as many parking spaces as possible.
35. Co-Chair Ulbrich opened the meeting to the public for comment. No one addressed this item.
36. **MOTION** by Commissioner Harper, seconded by Commissioner Ralston Aoki to CLOSE the public hearing. **The vote was 4-0 and the motion carried. (Chair Parisian absent)**

Discussion:

37. Commissioner Markfort stated the request is straightforward, has no concerns.
38. Commissioner Ralston Aoki thanked the applicant for investing in the city, excited to have new businesses developing; making use of parking that is not used that much. No concerns.
39. Pearson mentioned that if Sacred Heart ever redevelops, the applicant would have to come up with a new plan.
40. **MOTION** by Co-Chair Ulbrich, seconded by Commissioner Ralston-Aoki to recommend that the City Council approve Conditional Use Permit request C22-6 for the use of the 41st Ave. N. street right-of-way for up to 4 parking spaces and privately owned parking leased from the Church of the Sacred Heart for required off-street parking based upon the following findings of fact:
 - a. That the conditional use contributes to the viability of the commercial use of the property, which is consistent with the comprehensive plan;
 - b. That credit for the adjacent on-street parking and availability of the privately owned parking supports the character of the commercial area and is consistent with the geographical area and inhibits disturbing influences and nuisances to the area;
 - c. That the parking agreement with the Church of the Sacred Heart will memorialize the arrangement consistent with City Code requirements;And with the following conditions:
 1. That all separate off-site parking spaces will have an accessible route to the building in accordance with the Americans with Disabilities Act (ADA).
 2. That the parking agreement between the Church of the Sacred Heart be recorded at Hennepin County; and
 3. That appropriate signage be provided on the building directing customers and visitors to the available off-site parking.

The vote was 4-0 and the motion carried. (Chair Parisian absent)
41. Pearson stated that this item would go before the City Council on August 1 and be on the Consent Agenda.

ADMINISTRATIVE STAFF REPORT

APPLICANT: Andre and Dominique Oker
CASE NO: C22-6 for off-site parking
ADDRESS: 4089 West Broadway
PC DATE: July 21, 2022
APPLICATION DATE: June 24, 2022
PROCESSING DEADLINE: **August 23, 2022**

ACTION/REQUEST:

Andre and Dominique Oker acquired 4089 West Broadway, the former site of P & D Mechanical plumbing contractors. The property has no off-street parking of its own. The new owners are requesting the use of adjacent street right-of-way and leased off-site parking owned by the Church of the Sacred Heart. Both of which require a conditional use permit. The location is shown in **Attachments A & B**.

BACKGROUND/ANALYSIS:

A site plan is provided showing the entire block including property and adjacent property owned by the church (**Attachment C**).

The building at 4089 West Broadway was constructed in 1949. The building occupies the entire site except for a small out-door storage area facing the entrance to Sacred Heart Church. The building consists of a show-room office area oriented to West Broadway and a warehouse with an overhead door accessed from 41st Ave. N. The only available on-site parking is in the warehouse via the overhead door.



The owners are requesting permission to use the 41st Ave. N. on-street parking alongside the building for some of the required parking. The balance of their needs are going to be leased from the Church of the Sacred Heart.

The front part of the building consists of about 1,590 sq. ft. If it is to be used for retail uses, the parking requirement would be 4 spaces (rounded up). Retail uses require 1 space per 400 sq. ft.



The warehouse part of the building consists of about 2,150 sq. ft. Warehouses require 1 space per 500 sq. ft. Therefore a similar use would require about 5 parking spaces. There is also a basement, but no information is available to determine what it could be used for. It is not assumed to be handicapped accessible.

41st Ave. N.

On-street parking spaces are parallel parking spaces and require 22 feet of length (along the street). City Code prohibits parking within 30 feet of a stop sign (41st and West Broadway). Staff measured the remaining space up to the overhead door curb-cut and came up with 84 feet. Therefore, there is space for a maximum of 4 spaces along 41st Ave. N.

Off-site parking provided by the Church of the Sacred Heart

The diagram provided by the Church shows 36 parking spaces that they are willing to provide access to. The off-site parking available from the Church is about 165 feet away.

Section 510.17 Off-street parking (*Zoning code excerpt*)

Subd. 4. Off-site parking.

- (a) Public property, including public right-of-way or private property, or both, may be utilized to meet the parking requirements of this code, provided that:
 - (1) Any off-site parking which utilizes private property to meet the requirements of this code shall be a conditional use as regulated by subsection [535.01](#) of this

code. Any off-site parking which utilizes public property to meet the requirements of this code shall be approved by motion of the city council.

- (2) Such off-site parking shall comply with all parking standards stated in this code.
- (3) Reasonable access from off-site parking facilities to the use served shall exist.
- (4) Use of public right-of-way to meet the requirements of this code shall be a conditional use as regulated by subsection 535.01.
- (b) Any use which depends upon off-site parking to meet the requirements of this code shall maintain the minimum number of required parking spaces or cease operation and use until such time as there is full compliance with the requirements of this code.
- (c) Whenever required parking facilities are on land, a lot or parcel other than the principal building which is to be served, a properly drawn legal instrument, executed by the parties concerned, duly approved as to form and manner of execution by the city attorney, shall be filed with the city clerk.

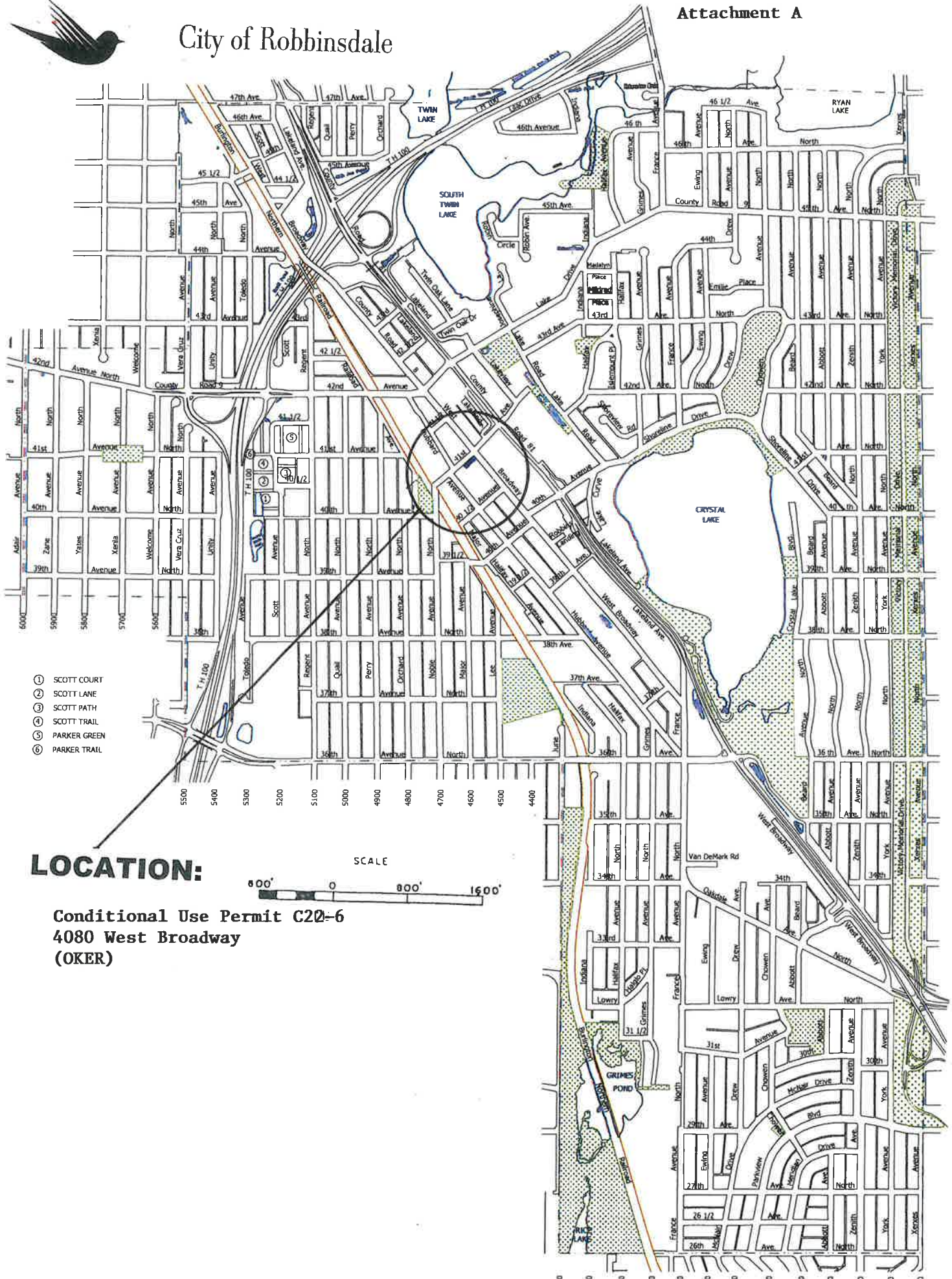
Findings for conditional use (Section 535.01)

The Planning Commission shall make findings of fact regarding any adverse effects of the proposed conditional use and what additional requirements may be necessary to reduce such adverse effects. Its judgment shall be based upon, but not limited to, the following factors:

1. Consistency with the City Comprehensive Plan. *The use of the property is commercial which is consistent with the Comprehensive Plan.*
2. The geographical area involved. *The use of the adjacent street and nearby available parking is the next best solution to the lack of parking short of acquiring additional land.*
3. Whether such use will cause deterioration of the area in which it is proposed. *Convenient available parking will contribute to the viability of the commercial use.*
4. The character of the surrounding area. *On street-parking adjacent to the building and*
5. The demonstrated need for such use. *The building will likely host several start-up businesses.*
6. Whether the proposed use would cause odors, dust, flies, vermin, smoke, gas, noise or vibration, or would impose hazards to life or property in the neighborhood. *No nuisance effects are expected.*
7. Whether such use would inherently lead to or encourage disturbing influences in the neighborhood. *The shared parking contributes to the viability of the commercial property and utilizes parking associated with the church/school when its demand is low.*
8. Whether stored equipment or materials would be screened and whether there would be continuous operation within the visible range of surrounding residences. *The outdoor storage area is enclosed with a privacy fence.*

RECOMMENDATION:

1. Hold the public hearing.
2. Motion to recommend that the City Council approve Conditional Use Permit request C22-6 for the use of the 41st Ave. N. street right-of-way for up to 4 parking spaces and privately owned parking leased from the Church of the Sacred Heart for required off-street parking based upon the following findings of fact:
 - a. That the conditional use contributes to the viability of the commercial use of the property which is consistent with the comprehensive plan;
 - b. That credit for the adjacent on-street parking and availability of the privately owned parking supports the character of the commercial area and is consistent with the geographical area and inhibits disturbing influences and nuisances to the area;
 - c. That the parking agreement with the Church of the Sacred Heart will memorialize the arrangement consistent with City Code requirements;
And with the following conditions:
 1. That all separate off-site parking spaces will have an accessible route to the building in accordance with the Americans with Disabilities Act (ADA).
 2. That the parking agreement between the Church of the Sacred Heart be recorded at Hennepin County; and
 3. That appropriate signage be provided on the building directing customers and visitors to the available off-site parking.



LOCATION:

Conditional Use Permit C20-6
4080 West Broadway
(OKER)



Date: 6/24/2022



Buffer Size: 350

Map Comments:

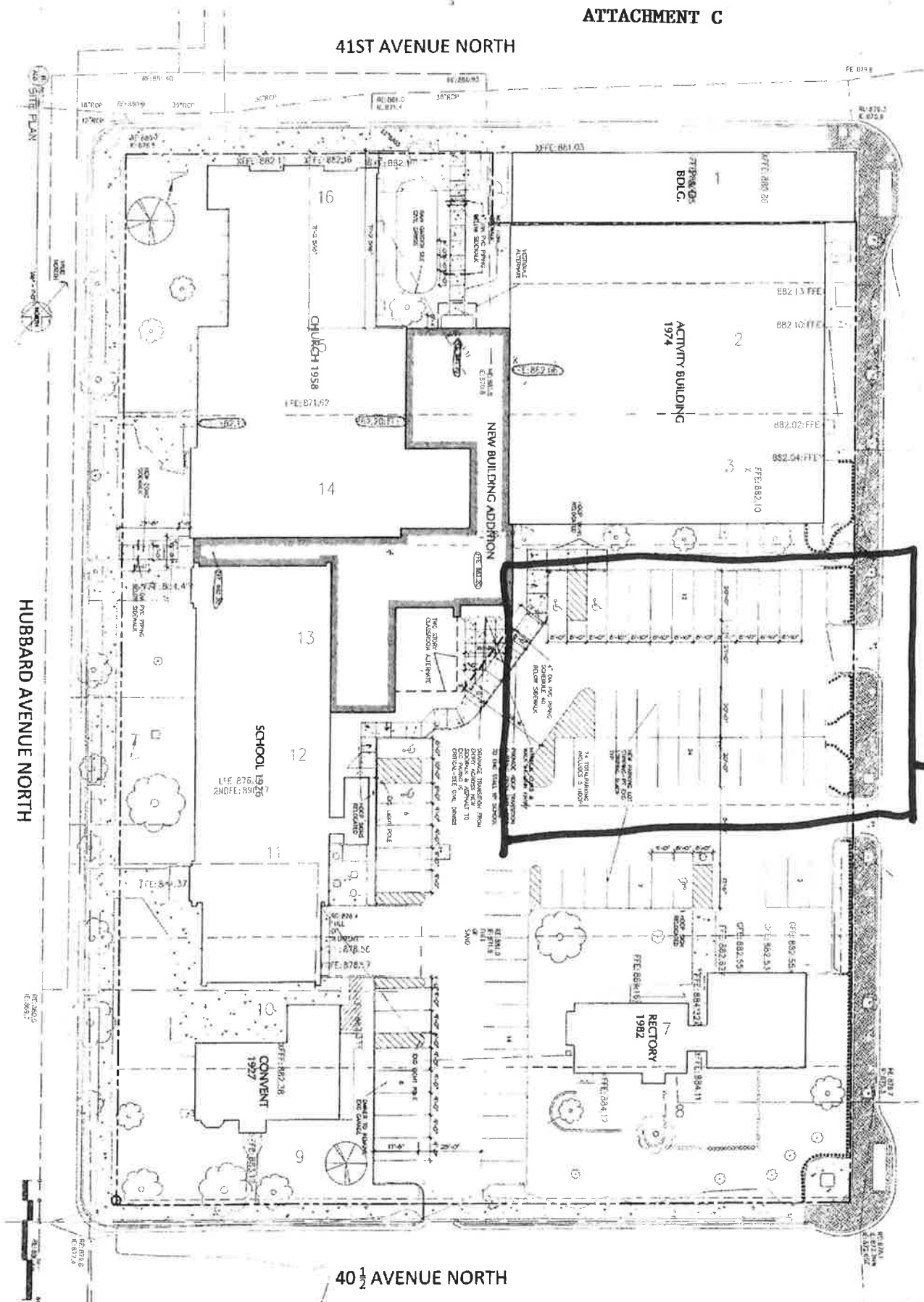
4089 WEST BROADWAY
CONDITIONAL USE PERMIT C22-6
ANDRE & DOMINIQUE OKER

0 50 100 200 Feet

This data (i) is furnished 'AS IS' with no representation as to completeness or accuracy; (ii) is furnished with no warranty of any kind; and (iii) is not suitable for legal, engineering or surveying purposes. Hennepin County shall not be liable for any damage, injury or loss resulting from this data.

For more information, contact Hennepin County GIS Office
300 6th Street South, Minneapolis, MN 55487 / gis.info@hennepin.us

41ST AVENUE NORTH



40 1/2 AVENUE NORTH

Parking Area

Revision for: CHURCH OF THE SACRED HEART		4057 WEST BROADWAY ROBBINSDALE, MINNESOTA 55432		DATE: 11 MARCH 2013 DRAWN BY: [Signature] CHECKED BY: D. GALLAGHER	
SHEET A1	DRAWING TITLE SITE PLAN	ARCHITECT GALLAGHER ARCHITECTS 1000 W. BROADWAY, SUITE 100 MINNEAPOLIS, MN 55417 PHONE: (612) 338-8888	STRUCTURAL CARL BOLOMAN, M.D., INC. 1000 W. BROADWAY, SUITE 100 MINNEAPOLIS, MN 55417 PHONE: (612) 338-8888	CIVIL ENGINEER WENK ASSOCIATES, INC. 1000 W. BROADWAY, SUITE 100 MINNEAPOLIS, MN 55417 PHONE: (612) 338-8888	CONTRACTOR LANGE CONSTRUCTION, INC. 1000 W. BROADWAY, SUITE 100 MINNEAPOLIS, MN 55417 PHONE: (612) 338-8888

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 1st day of August 2022.

RESOLUTION NO.

**A RESOLUTION APPROVING CONDITIONAL USE PERMIT REQUEST C22-6 FOR OFF-SITE PARKING USE OF STREET RIGHT-OF-WAY AND PRIVATE PROPERTY FOR 4089 WEST BROADWAY
(Oker)**

WHEREAS, the property located at 4089 West Broadway has no on-site parking other than warehouse space accessible through an overhead door; and

WHEREAS, the new property owners will be changing the use of the building which will have an increased demand for parking than the previous use as a plumbing contractor shop; and

WHEREAS, the City Council may allow the use of public street parking to satisfy some of the required parking needs with a conditional use permit; and

WHEREAS, private property can also be used to provide for required parking with a conditional use permit; and

WHEREAS, on July 21, 2022 the Planning Commission conducted a public hearing for the conditional use permit as required and unanimously (of those present) adopted a recommendation of approval based upon the following findings of fact:

- a. That the conditional use contributes to the viability of the commercial use of the property which is consistent with the comprehensive plan;
- b. That credit for the adjacent on-street parking and availability of the privately owned parking supports the character of the commercial area and is consistent with the geographical area and inhibits disturbing influences and nuisances to the area;
- c. That the parking agreement with the Church of the Sacred Heart will memorialize the arrangement consistent with City Code requirements; and

WHEREAS, the Council accepts these findings:

NOW, THEREFORE, BE IT RESOLVED by the Robbinsdale City Council as follows: That conditional use permit C22-6 that would allow the use of the 41st Avenue North street right-of-way for up to 4 parking spaces and privately owned parking leased from the Church of the Sacred Heart for required off-street parking as shown on **Attachment 1** pursuant to Sections 510.17, Subd. 4 and 530.01 for the property located at 4089 West Broadway is hereby approved subject to the following conditions:

1. That all separate off-site parking spaces will have an accessible route to the building in accordance with the Americans with Disabilities Act (ADA).
2. That the parking agreement between the Church of the Sacred Heart be recorded at Hennepin County; and
3. That appropriate signage be provided on the building directing customers and visitors to the available off-site parking.

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

And the following voted against the same:

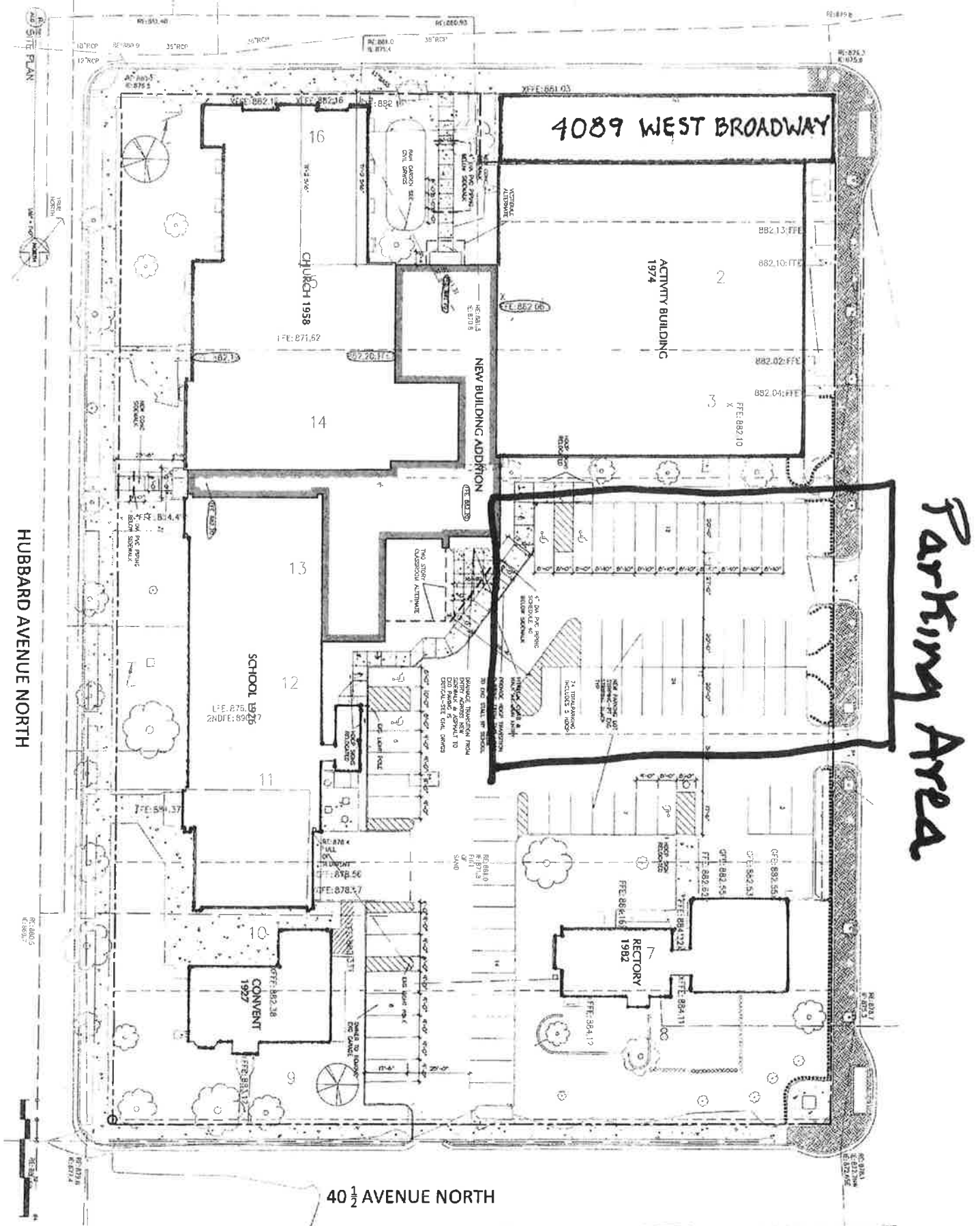
PASSED AND ADOPTED BY THE CITY COUNCIL THIS 1ST DAY OF AUGUST 2022.

William A. Blonigan, Mayor

ATTEST:

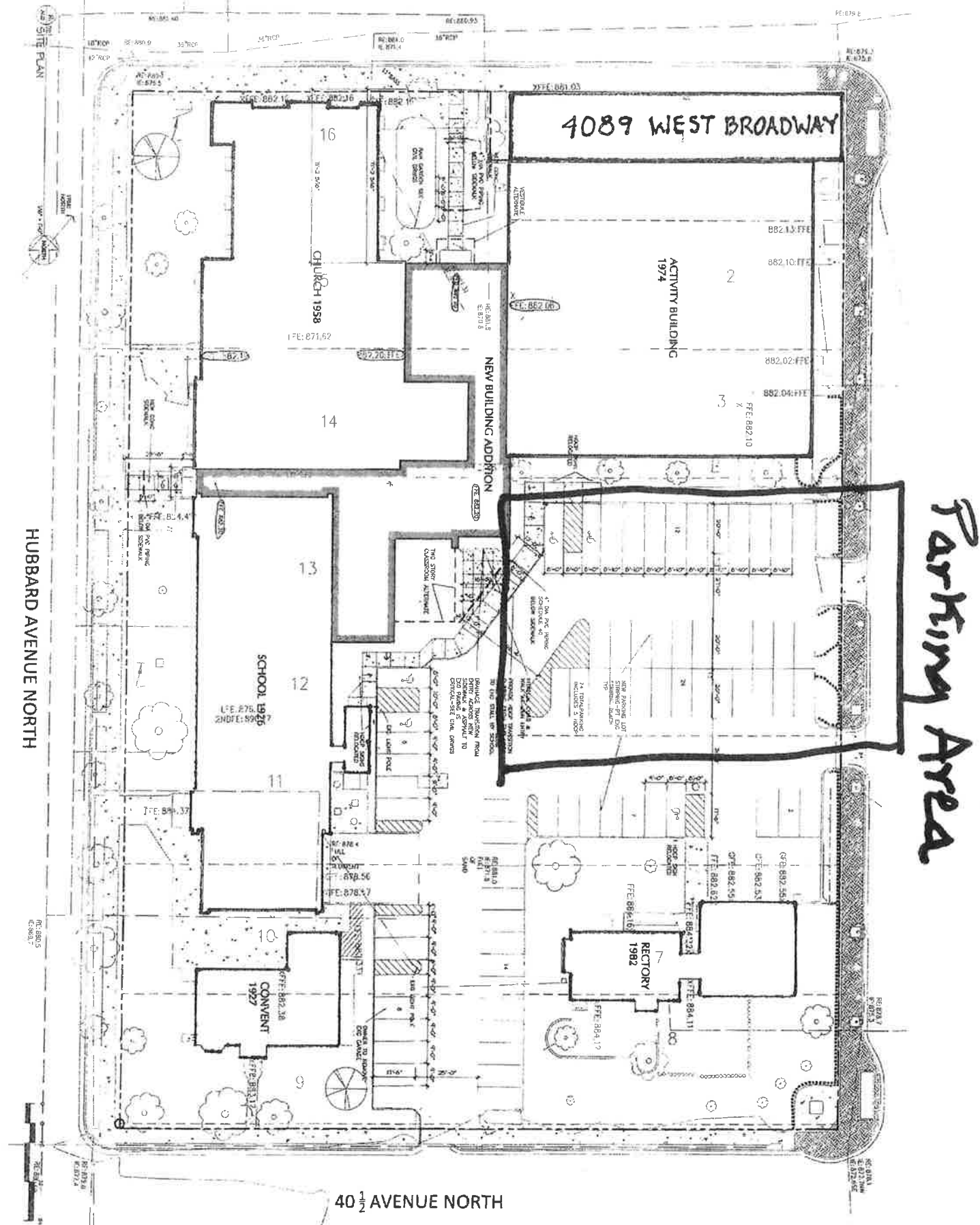
Dustin Leslie, City Clerk
(Seal)

Attachment 1
41ST AVENUE NORTH



RECD/DRAWN FOR: CHURCH OF THE SACRED HEART		4089 WEST BROADWAY ROBBINSDALE, MINNESOTA 55422		DATE: 11 MARCH 2011 DRAWN BY: [Signature] REVIEWED BY: S. GALLAGHER	REVISION: 1. [Signature] 2. [Signature]
SHEET A1 OF 1	DRAWING NO. SITE PLAN	ARCHITECT: GALLAGHER ARCHITECTS 300 KOTTWILLER BLVD NORTH MINNEAPOLIS, MN 55417 PHONE: (612) 842-6000	STRUCTURAL: D&D ENGINEERING INC. 101 WALTON VALLEY ROAD GOLDEN VALLEY, MN 55417 PHONE: (763) 544-8100	CIVIL ENGINEER: WENCK ASSOCIATES INC. 100 PINEHURST CENTER MAPLE PLANK, MN 55459 PHONE: (763) 433-4300	LANDSCAPE ARCHITECT: LANDSCAPE CONSTRUCTION 84 E. WISCONSIN AVENUE ST. PAUL, MN 55111 PHONE: (612) 433-2912

Attachment 1
41ST AVENUE NORTH



CHURCH OF THE SACRED HEART 4089 WEST BROADWAY ROBBINSDALE, MINNESOTA 55422		DATE: 12 MARCH 2015 DRAWN BY: [Signature] CHECKED BY: [Signature] REVISIONS:
A1 SITE PLAN	PROJECT: GALLAGHER ARCHITECTS 3000 GUYTON AVENUE NORTH MINNEAPOLIS, MN 55412 PHONE: (612) 434-8584	CONTRACTOR: WENDY ASSOCIATES INC. 1800 PONDVIEW DRIVE CENTER MAPLE PLAZA, MN 55359 PHONE: (763) 474-1000



City of Robbinsdale

MEMORANDUM

To: Mayor and City Council
From: Tim Sandvik, City Manager
Date: August 1, 2022
Subject: Appointment of Human Rights (HRC) Commissioner

Background

The Human Rights Commission (HRC) consists of 11 Commissioners.

Analysis/Conclusion

Attached is the application of Patrick Nailon. The HRC Commission has reviewed the application and recommends the appointment to serve on the HRC Commission.

Recommendation

By motion, appoint Patrick Nailon to the HRC Commission for a term to commence August 1, 2022.

Tim Sandvik, City Manager

APPLICATION FOR APPOINTMENT
TO ROBBINSDALE CITY COMMISSION

NAME: Patrick Nailon ADDRESS: 5820 42nd Ave N

PHONE: (Home) _____ (Work) _____

EMAIL _____

RESIDENT OF ROBBINSDALE SINCE (Year) 2020 WARD: 1

OCCUPATION: Technical Trainer EMPLOYER: Cross Media LLC

COMMISSION YOU ARE SEEKING: Human Rights

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

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

AA Degree, English, Fullerton College, Fullerton CA

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

Former member, Tustin Chamber of Commerce, Tustin, CA

13 time Poll worker (5 time election judge, Minn, 7 time Polling Inspector, CA, 1 time Polling Coordinator, CA)

Volunteer in Campaigns for Loretta Sanchez, CA 46 House of Representatives

Volunteer in Campaign for Dean Phillips, MN 3 House of Representatives

Volunteer in Campaign for Denzell Leggett, MN State House 47b district

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

Current candidate for Ward 1, Robbinsdale City Council

Longtime ally for LGBTQ community, volunteer for OutfrontMN, Twin Cities Pride

Advocate, ally, and volunteer for all marginized groups in society.

Please return to City Clerk's Office - 4100 Lakeview Avenue North, Robbinsdale, Minnesota 55422

Phone: 763-537-4534 Fax: 763- 531-1291

October 2016

HUMAN RIGHTS COMMISSIONS

Supplemental Questions for those applying for Human Rights Commissioner Appointments

Use additional sheets to respond to these questions.

- 1) Share an experience in which your willingness to lead or offer in opinion helped your workplace or classroom.
- 2) In your experience what is the key to developing a productive team?
- 3) What is your ability and willingness to coordinate a special topic/ one or more events related to human rights?
- 4) What projects or activities would you propose for the HRC in the next 12 months?
- 5) What do you think are most important issues in Robbinsdale and why?
- 6) Give an example of a time you have witnessed or been part of discrimination. Summarize your feelings, thoughts, or actions.
- 7) How in your life have you been advocating for Human Rights?
- 8) What bothers you the most? What keeps you up at night? What drives you?
- 9) What drove you to apply for the Commission? What can you do to move the needle?
- 10) Provide an example of a time when you successfully organized a diverse group of people to accomplish a task to address or support Human Rights.

Answers

- 1) My church (St. Victoria's Catholic Parish), started an LGBTQ+ outreach. If you know the catholic church, and/or the area of Victoria, MN, you'll understand that this is HUGE. As a longtime ally/supporter/defender of the LGBTQ+ community, I jumped right in, to help people understand and be ready to get out of their comfort zone in reaching out to people which their church has mistakenly been classifying as outcasts. I have worked with many people who haven't been comfortable with the outreach, and helping them to understand why they truly need to see others as their brothers and sisters (and siblings) in this venture.
- 2) Team building starts with looking at all people as people – not as labels, colors, religions, sexual orientations or gender identities – but as PEOPLE. Once we lose labels, we can truly see people and appreciate the abilities and gifts that they bring to a team.
- 3) Throughout my life, I have stepped in where leadership is needed – even when I wasn't necessarily the best person in the area – when a leader needed to stand up. This includes auditions for Disneyland parades back when I worked there. I would gather new people who were auditioning along with me – even though I might be helping someone who would take MY place – by drilling them in dance routines which we'd been taught and would be performing for the audition. In addition to the drills, I would encourage them by telling them what would 'sell' them in the audition, things such as always smiling and looking confident even when they didn't feel confident or how if they stumbled or missed a step, to never act like they felt they blew it.

- 10) This would be working with fellow Catholics to fight for rights and acceptance for the LGBTQ+ community, despite their long-held beliefs that being gay was wrong (according to incorrect reading from the bible).



MEMORANDUM

TO: Mayor and City Council
FROM: Tim Sandvik, City Manager
DATE: August 1, 2022
RE: Conditional Use Permit Request C22-5 for 3733 26 ½ Ave. N. Solar collectors on an accessory building (detached garage).

BACKGROUND:

Brian and Hope Doerner are the property owners of 3733 26 ½ Ave. N. They have contracted with TruNorth Solar to install solar collectors on the roof of their detached garage. A conditional use permit is required for solar collectors that are not attached to the house. On July 21, the Planning Commission conducted a public hearing as required. The minutes from the public hearing are included as **Exhibit 1**.

ANALYSIS/CONCLUSION:

The report prepared for the Planning Commission is provided as **Exhibit 2**. In the report it was noted:

- The garage roof adjacent to the alley is the optimum location for solar access with its southerly exposure. A large tree that shades the house and much of the rear yard.
- Staff's primary concern was to ensure that there be no impact on the alley during installation.

Prior to the public hearing, several e-mails were received by staff generally in support of the project. They were accepted into the record by the Planning Commission and are provided as **Exhibit 3**. One concern was identified by the neighbor across the alley who would have potentially the most impact by the solar collectors. The collectors would be very visible from all of their windows on the north side of their house and reflected glare was the concern.

At the public hearing, several neighbors were in attendance including the neighbor who reiterated their concern about glare. The Planning Commissioners asked the contractor, Donna Pickard about materials, orientation of the collectors and her experience with glare. Ms. Pickard asserted that she had never received complaints about reflected glare in the ten years that she was in the industry. She could only recall one instance of an installation on top of a tall building that had some reflective issues with a neighboring high density building. However, the materials causing the issue are no longer used in the industry.

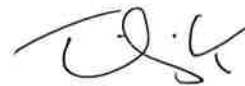
Ms. Pickard presented a drawing showing the range of sun angles to show that no glare would be reflected towards the neighbor's house. However, the diagram did not take in to consideration the difference in elevation between the properties. After examination of the diagram and further discussion, the Planning Commissioners were comfortable enough to adopt a recommendation for the City Council so as not to delay the processing of the application. However, the Commissioners asked for further detail to be provided by TruNorth to prove that there would be

no negative impact on the neighbor's property. With assurances that additional information would be provided to the Council and the neighbor as a new business item on the Council agenda, the Planning Commissioners unanimously (of those present) adopted a motion recommending approval of the conditional use permit.

The sun angle drawing, pictures and additional information provided by TruNorth is attached as **Exhibit 4**. A cross-section drawn by staff taking into account the elevational differences between the properties is included as **Exhibit 5**.

RECOMMENDATION:

Motion to waive the reading and adopt the resolution shown in **Exhibit 6** APPROVING
CONDITIONAL USE PERMIT REQUEST C22-5 ALLOWING SOLAR COLLECTORS ON
AN ACCESSORY STRUCTURE AT 3733 26 ½ AVENUE NORTH



Tim Sandvik, City Manager

CONCURRENCE:



Rick Pearson, Community Development Coordinator

EXCERPT OF PLANNING COMMISSION MEETING MINUTES OF JULY 21, 2022

3. **#3A: PUBLIC HEARING:**
Consideration of Conditional Use Permit C22-5 to locate solar panels on the roof of the detached garage at 3733 26½ Ave N as requested by TruNorth Solar for the property owner Brian Doerner
4. **MOTION** by Commissioner Harper, seconded by Commissioner Markfort to OPEN the public hearing. **The vote was 4-0 and the motion carried. (Chair Parisian absent)**
5. Pearson presented the staff report for this request for this single family home to install solar panels on the detached garage roof. Huge tree in the back yard. Staff has received four emailed comments in support from neighbors.
6. **MOTION** by Commissioner Harper, seconded by Commission Ralston Aoki to accept four emailed comments from neighbors in support of the application to enter into the record. **The vote was 4-0 and the motion carried. (Chair Parisian absent)**
7. Pearson continued with the concerns of staff that there be no impact on the alley, no obstruction of delivered materials or waste, recycling or yard waste collection; any wiring associated be located underground and a building permit is required.
8. Pearson stated that staff is recommending approval of the conditional use permit.
9. Pearson addressed a neighbors concern regarding glare. Donna Pickard, of TruNorth Solar, provided a sketch that shows the garage with panels on it. Pickard explained that she doesn't think glare will be a concern. No complaints from previously installed solar panels.
10. **Aaron Dicks, 3732 26th Ave N., Neighbor**
Wife emailed about her concern about glare into their home. Concerned about collectors facing windows in all of the main living areas in their house. Showed pictures of garage roof, diagram does not take into account height. Home located on a hill, so the garage would be at the lowest point and their home at the highest point. Redoing their landscaping so very concerned about trees they plan to plant in front of solar panels.
11. **Donna Pickard, TruNorth Solar, Contractor Representative**
Did a lot of research and reading on customer concerns about glare. Documentation about glare at airports, which has been proven that glare is not an issue. Roof is at 26-degree pitch will not produce glare.
12. Commissioner Markfort asked if the solar panels would be flush with the garage roof. **Ms. Pickard** replied that they would be flush with the roof as they will be safer. Engineering is more robust when flush mounted and it looks better.

13. Pearson asked Ms. Pickard to speak to the materials that will be used to install the panels. **Ms. Pickard** explained the color will be dark, the panels will produce very little glare. Darker back facing materials. Glass is non-reflection designed to defuse the light and absorb it.
14. Commissioner Markfort inquired what remedies are available, if possible. **Ms. Pickard** stated she does not think it will be an issue. Only one complaint from high-rise in downtown Minneapolis. Airports have many solar panels with no impact.
15. Pearson clarified that the neighbors need to have a level of comfort that this installation will not have an impact on their property. Need to meet findings of conditional use permit unless there is a high level of comfort to approve this permit. The applicant (TruNorth) needs to show the Planning Commission that the glare will not have an impact on the neighbors by providing a diagram/picture to simulate that it will never be a reflective issue.
16. Commissioner Markfort stated: "We are looking for additional opinion and further backing that it is not going to cause minimal disruption or glare to the house next door before we can move approve the recommendation to approve the conditional permit."
17. Commissioner Ralston Aoki asked if complaints have been received regarding glare, any issues with homeowners complaining of glare. **Ms. Pickard** replied no she has never received any complaints about the glare/reflection from customers or colleagues.
18. **Mr. Dicks** indicated that they are pro solar panels. The Doerners are the best neighbors ever. If the panels were on the house, it would be less of a concern instead of at the property line.
19. **Brian Doerner, 3733 26½ Ave N, Applicant.**
We need to figure out the angle of the lowest point of the sun. Need to answer the angle question about where the glare will project into the top floor of the neighbor's house. Contractor's trucks will be in our driveway and will not block the alley.
20. **Hope Doerner, 3733 26½ Ave N, Applicant, 29 year resident**
Would like to see what the panels will actually look like installed, not just the specs. This should show that the angle of the panels would not be an issue.
21. Co-Chair Ulbrich opened the meeting to the public for comment. No one spoke to this item.
22. Pearson stated it is reasonable to table this item until we get more details. Reviewed dates available for special meeting.

23. Commissioner Markfort asked if it is possible to install a panel on the garage, small scale to show how glare is reflected. **Ms. Pickard** stated that she would have someone come out and take photos.
24. Commissioners agreed to make a recommendation to the City Council to approve the conditional use permit provided that the additional information requested is made available by the contractor to the neighbors and the City Council. The Commissioners also suggested that the recommendation not be on the Council consent agenda.
25. **MOTION** by Co-Chair Ulbrich, seconded by Commissioner Markfort to CLOSE the public hearing. **The vote was 4-0 and the motion carried. (Chair Parisian absent)**

Discussion:

26. Commissioner Harper asked about the 60-day law. Mr. Pearson replied that the 60-day letters were sent out today.
27. **MOTION** by Commissioner Markfort, seconded by Co-Chair Ulbrich to recommend that the City Council approve Conditional Use Permit C22-5 for the installation of a solar energy collector on the detached garage at 3733 26½ Avenue North based upon the following findings of fact:
 - a. That the installation of a solar energy device on a residential accessory structure is consistent with policies of the Comprehensive Plan;
 - b. That the location of the solar device on a detached garage oriented towards an alley will not be a negative or disturbing influence in the character of the area, neighborhood or geographical area;
 - c. That the solar energy device contributes to the sustainability of the residential area and should be a positive influence to the area;And with the following conditions:
 1. That the alley shall not be obstructed due to deliveries of materials or by the builder during the course of installation of the solar panels;
 2. That there shall be no obstruction to waste, recycling and yard waste collection;
 3. That any wiring associated with the solar panels shall be located underground; and
 4. That a building permit is required.

The vote was 4-0 and the motion carried. (Chair Parisian absent)

28. Pearson stated that this item will go before the City Council on August 1 and *will not* be on the Consent Agenda but under New Business.

ADMINISTRATIVE STAFF REPORT

APPLICANT: Donna Pickard – TruNorth Solar
CASE NO: C22-5 for solar collector on an accessory structure
ADDRESS: 3733 26 ½ Ave. N.
PC DATE: July 21, 2022
APPLICATION DATE: May 27, 2022
PROCESSING DEADLINE: **July 26, 2022**

ACTION/REQUEST:

Brian Doerner is the property owner of 3733 26 ½ Ave. N. He has contracted with a TruNorth Solar, to construct solar panels on the roof of his garage which requires a conditional use permit. The location is shown in **Attachments A & B**.

BACKGROUND/ANALYSIS:

A survey has been provided showing the detached garage with the panels on the south-facing side of the roof. **Attachment C**.

The property has a single family house with a detached garage. The 40 foot wide rectangular lot has a north/south orientation with the rear yard aligning with the alley on the southernmost edge. The best opportunity for solar access is the south facing portion of the roof of the detached garage. A large tree dominates the rear yard which inhibits solar access to the roof of the house (principal structure).



Section 515.01 R-1, Single family residential District

Subd. 4. Conditional use. The uses listed in this subdivision, require conditional use permits based upon procedures set forth in and regulated by subsection [535.01](#) of this code and are the following:

- (e) Solar energy devices not an integral part of the principal structure.

The staff review comments were concerned with possible impact on the alley during the delivery and installation process. Primarily, there can be no damage, material storage or obstructions blocking of the alley and no blocking of traffic at anytime.

A building permit will be required to ensure proper installation and that the garage structure is capable of supporting the solar collectors.



Findings for conditional use

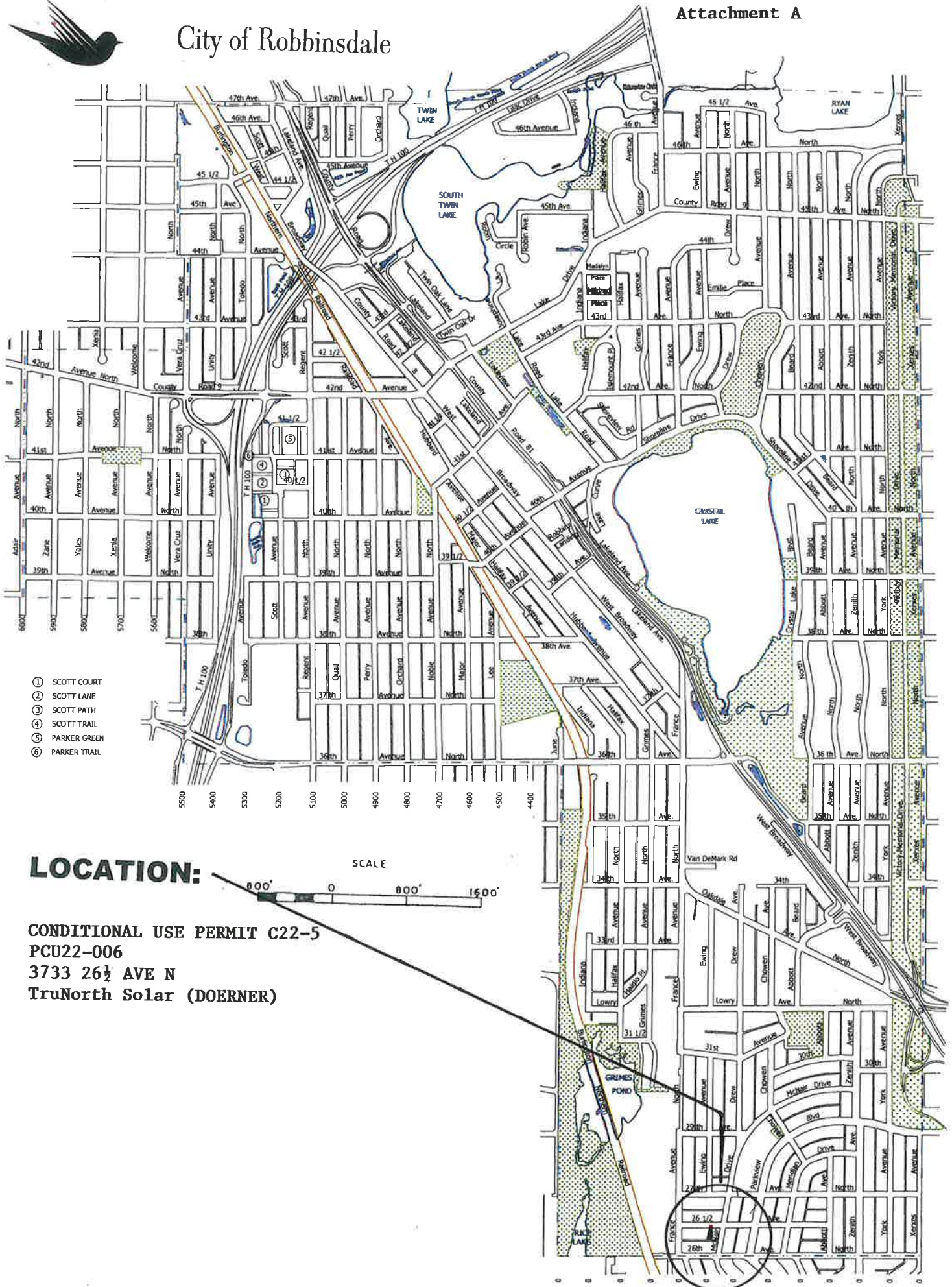
The Planning Commission shall make findings of fact regarding any adverse effects of the proposed conditional use and what additional requirements may be necessary to reduce such adverse effects. Its judgment shall be based upon, but not limited to, the following factors:

1. Consistency with the City Comprehensive Plan. *The Comprehensive Plan includes policies that promote the use of alternative energy sources.*
2. The geographical area involved. *The use of a south facing detached garage roof oriented towards an alley seems to be an ideal opportunity for solar access.*
3. Whether such use will cause deterioration of the area in which it is proposed. *Utilization and investment on an existing structure is efficient and promotes sustainability.*

4. The character of the surrounding area. ***Utilization of an existing garage roof alongside an alley will not have a detrimental impact to the character of the surrounding area.***
5. The demonstrated need for such use. ***The homeowner is making the investment and should enjoy the benefit.***
6. Whether the proposed use would cause odors, dust, flies, vermin, smoke, gas, noise or vibration, or would impose hazards to life or property in the neighborhood. ***No nuisance effects are expected if the solar panels are properly installed.***
7. Whether such use would inherently lead to or encourage disturbing influences in the neighborhood. ***The use should be a very positive influence on the neighborhood.***
8. Whether stored equipment or materials would be screened and whether there would be continuous operation within the visible range of surrounding residences. ***N/A - There is no storage or equipment and operation would be silent.***

RECOMMENDATION:

1. Hold the public hearing.
2. Motion to recommend that the City Council approve Conditional Use Permit request C22-5 for the installation of a solar energy collector on the detached garage at 3733 26½ Avenue North based upon the following findings of fact:
 - a. That the installation of a solar energy device on a residential accessory structure is consistent with policies of the Comprehensive Plan;
 - b. That the location of the solar device on a detached garage oriented towards an alley will not be a negative or disturbing influence in the character of the area, neighborhood or geographical area;
 - c. That the solar energy device contributes to the sustainability of the residential area and should be a positive influence to the area;And with the following conditions:
 1. That the alley shall not be obstructed due to deliveries of materials or by the builder during the course of installation of the solar panels;
 2. That there shall be no obstruction to waste, recycling and yard waste collection;
 3. That any wiring associated with the solar panels shall be located underground; and
 4. That a building permit is required.



LOCATION:

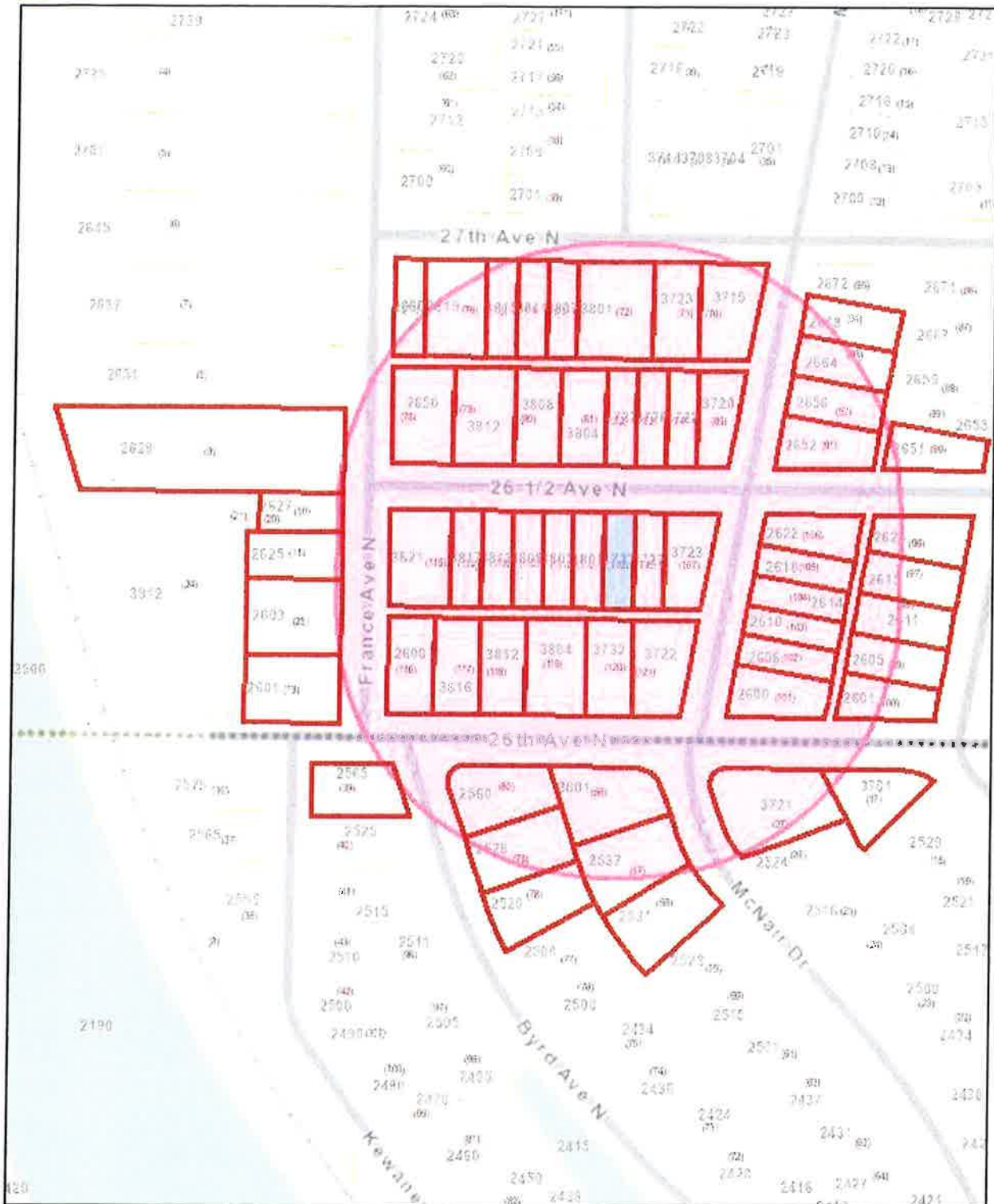
SCALE

CONDITIONAL USE PERMIT C22-5
PCU22-006
3733 26½ AVE N
TruNorth Solar (DOERNER)



Hennepin County Locate & Notify Map

Date: 6/17/2022

**Buffer Size: 350****0 50 100 200 Feet****Map Comments:**

CONDITIONAL USE PERMIT C22-5
3733 26TH 1/2 AVE N
(DOERNER)

This data (i) is furnished 'AS IS' with no representation as to completeness or accuracy; (ii) is furnished with no warranty of any kind; and (iii) is not suitable for legal, engineering or surveying purposes. Hennepin County shall not be liable for any damage, injury or loss resulting from this data.

For more information, contact Hennepin County GIS Office
300 6th Street South, Minneapolis, MN 55487 / gis.info@hennepin.us

THE LAWS OF THE STATE OF MINNESOTA

Russell J. Kurth, L.L.S. No. 16113
Randy L. Kurth, L.L.S. No. 20270

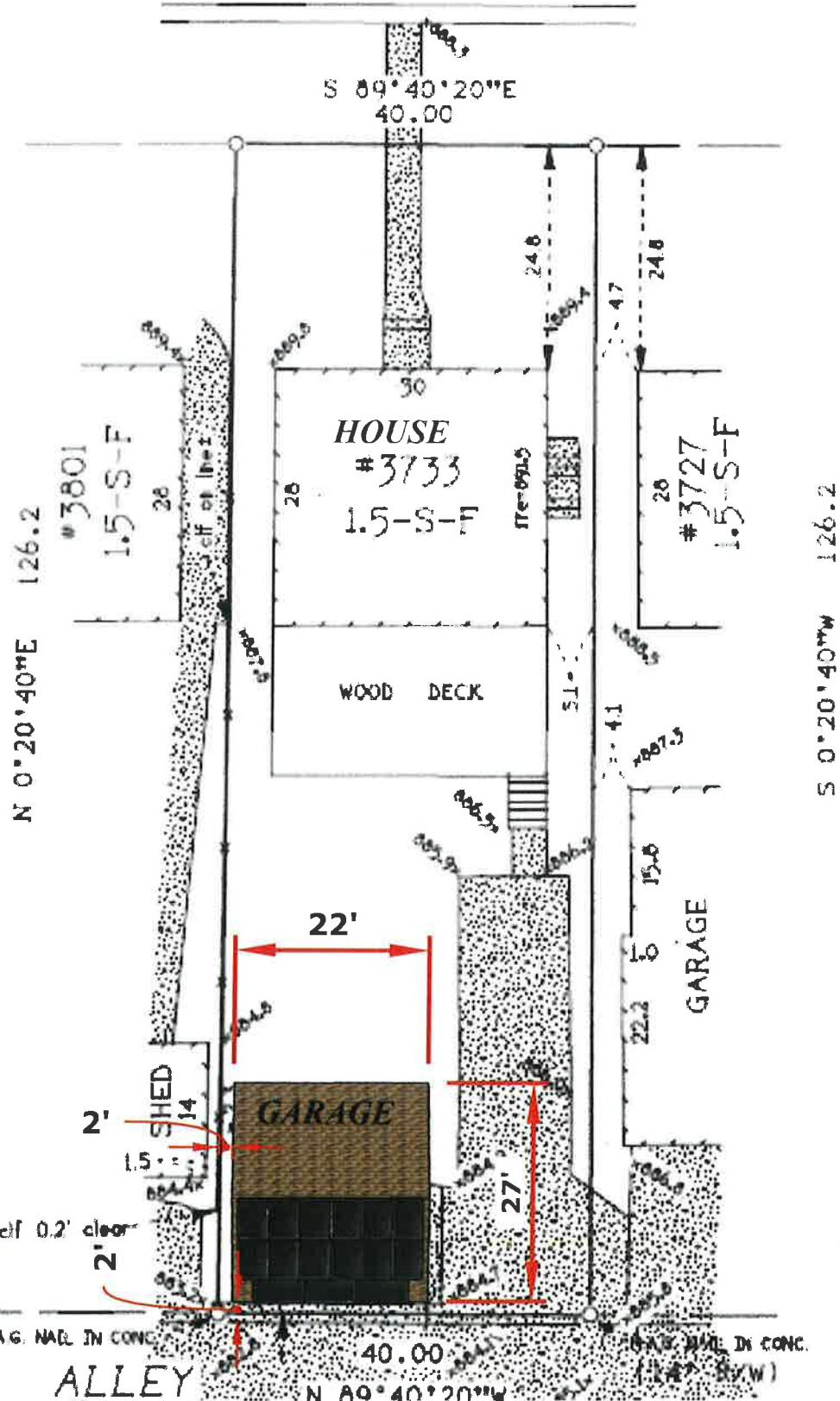
ELEVATION ARE ASSUMED NAVD 88
BEARINGS ARE NAD83-86 ADJ.

0 20
SCALE IN FEET

☒ = SPIKE SET
— = WOOD FENCE - W
—*— = CHAIN LINK FENCE
x100.1 = EXISTING SPOT E

26 1/2 AVENUE N.

☐ = CONCRETE
☐ = BITUMINOUS



PROPERTY DESCRIPTION
(From Co. Tax Records)

Lot 3, Block 16,
MCNAIR MANOR 2ND UNIT,
Hennepin County, MN.

Shari Ross

From: Matt Hernick <~~matthernick@gmail.com~~>
Sent: Wednesday, July 20, 2022 8:20 AM
To: Rick Pearson; Shari Ross
Cc: erin.hernick
Subject: CUP C22-5 solar panels 3733 26-1/2th Ave N

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

Hi Shari and Rick,

I am writing in support of the request to locate solar panels on the detached garage at 3733 26-1/2th Ave N. Since installing solar panels on our home roof several years ago we have heard only positive comments from neighbors. Modern rooftop solar is unobtrusive. Our 12 solar panels provide about 2/3 of the electricity we use on an annual basis. I would like to see neighbors have the same opportunity and with the many shade trees in our neighborhood, it makes sense to locate panels on whatever roof is sunniest - house, garage, shed, etc.

Thank you for the opportunity to comment.

Matt and Erin Hernick
2611 Parkview Blvd, Robbinsdale, MN 55422

Shari Ross

From: Chrys VanDerKamp ~~chrys.vanderkamp@gmail.com~~
Sent: Monday, July 18, 2022 10:14 AM
To: Rick Pearson; Shari Ross
Subject: Conditional Use Permit - 3733 26 1/2 Ave N

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

Good morning Rick and Shari -

We received the notice regarding the public hearing about our neighbors' proposed installation of solar panels on the roof of their garage. We unfortunately won't be able to attend the hearing, but we did have some questions that hopefully can be considered and included in the evaluation of whether to approve the permit.

We're the house across the alleyway from the garage - 3732 26th Ave N. We have some concerns about the amount of glare that would result from the solar panels being installed as proposed, and that, if glare does become an issue and there is no way to fix it with the panels themselves, it would mean that we'd be having to close off most of the windows along our north side in order to block it, as they all face directly at that garage.

We do understand that solar panels are, by definition, designed to absorb light rather than reflect it, but we would still like to understand a little more about what we can expect and what, if any, remedies exist if it does become a problem, such as changing the angle of the panels after installation.

Thanks for your consideration,

Chrys VanDerKamp & Aaron Dicks
3732 26th Ave N, Robbinsdale, MN
~~Chrys VanDerKamp~~ (Chrys)

Shari Ross

From: Megan Leitschuh meganleitschuh@cityofrob.com
Sent: Sunday, July 17, 2022 11:40 AM
To: Rick Pearson; Shari Ross
Subject: Public Hearing 7/21 Solar Panels

Categories: Red Category

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

Hello,

Just wanted to provide a comment that I have no issue with 3733 26 1/2 Ave N installing solar panels on the detached garage. It is a great location to make use of the sun they receive.

Shari Ross

From: Alex Wolf <~~alex.wolf@cityofrobbinsdale.com~~>
Sent: Monday, July 11, 2022 5:19 PM
To: Rick Pearson
Cc: Shari Ross
Subject: Public Hearing Comments

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

Hello,

I received mail notice of a public hearing on 7/21 regarding solar panels for property owner Brian Doerner. I am Brian's next door neighbor and would like to express my support for the installation of solar panels. I would love to see more renewable energy options available in the community so this is a step in the right direction.

Regards,

Alex Wolf
3727 26 1/2 Ave

Rick Pearson

From: Michael A. Scanlan <~~ma@tru-north.com~~>
Sent: Saturday, July 9, 2022 1:23 PM
To: Rick Pearson; RO Code Enforcement
Cc: bluesbrobri@yahoo.com; Chris Scanlan ICE 1; Michael A. Scanlan
Subject: Solar Panels - Hope / Brian Doerner, Conditional Use Permit C22-5 to be installed at their home @ 3733 26 1/2 Ave N

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

We approve of their request for the solar panels to be installed by TruNorth Solar on their property.

We cannot attend the meeting. We will be on vacation in the Schroeder, MN / Grand Marais area from July 14 until July 26.

Before that date of July 14, 2022: We can be reached on our landline at 763-588-8167.

After that date we can/may (depends on our location) be reached at our cell phones:

Chris - ~~763-456-3210~~

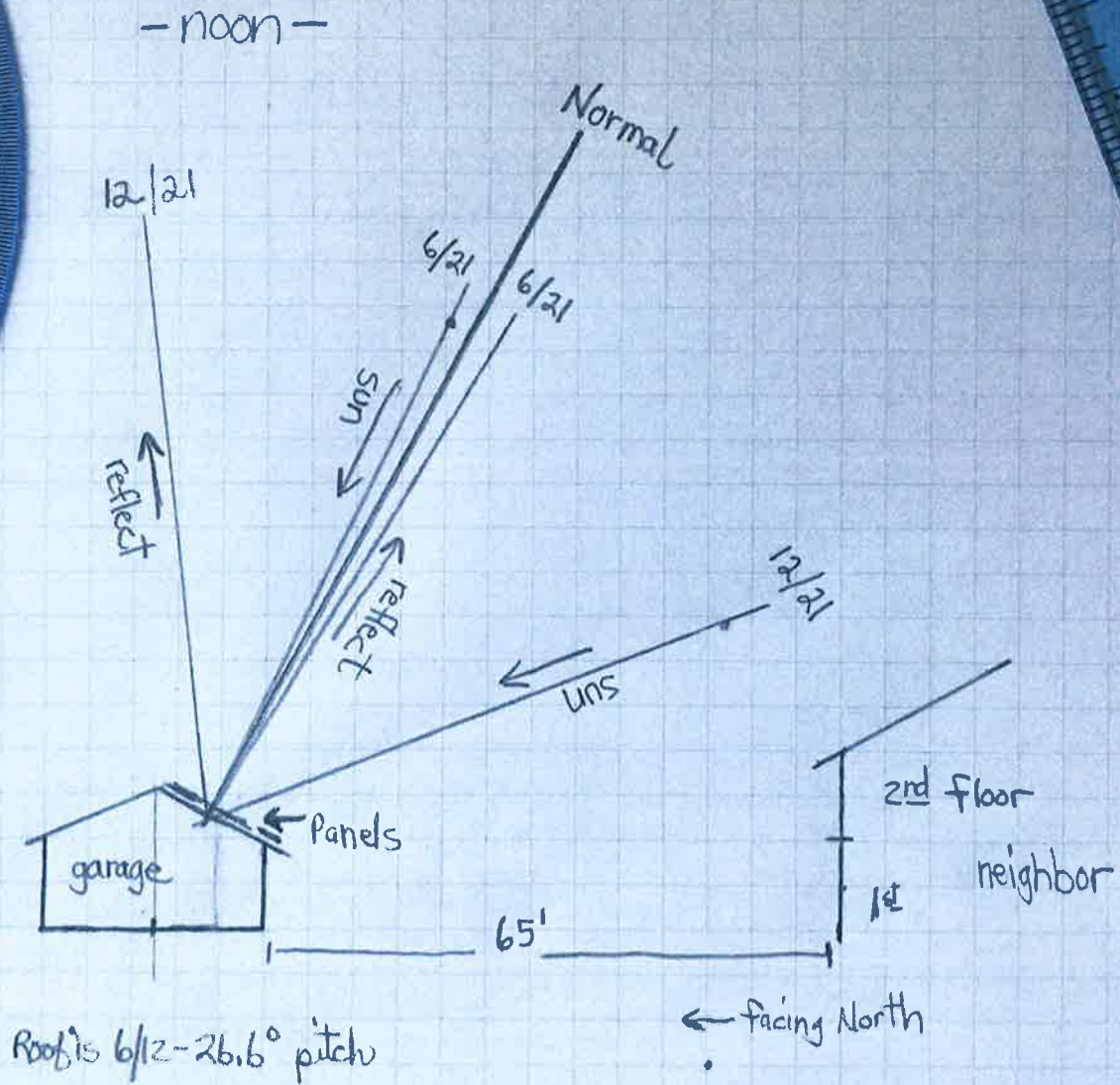
Mike - ~~763-456-3211~~

Note Cell Service along Highway North 61 can be spotty.

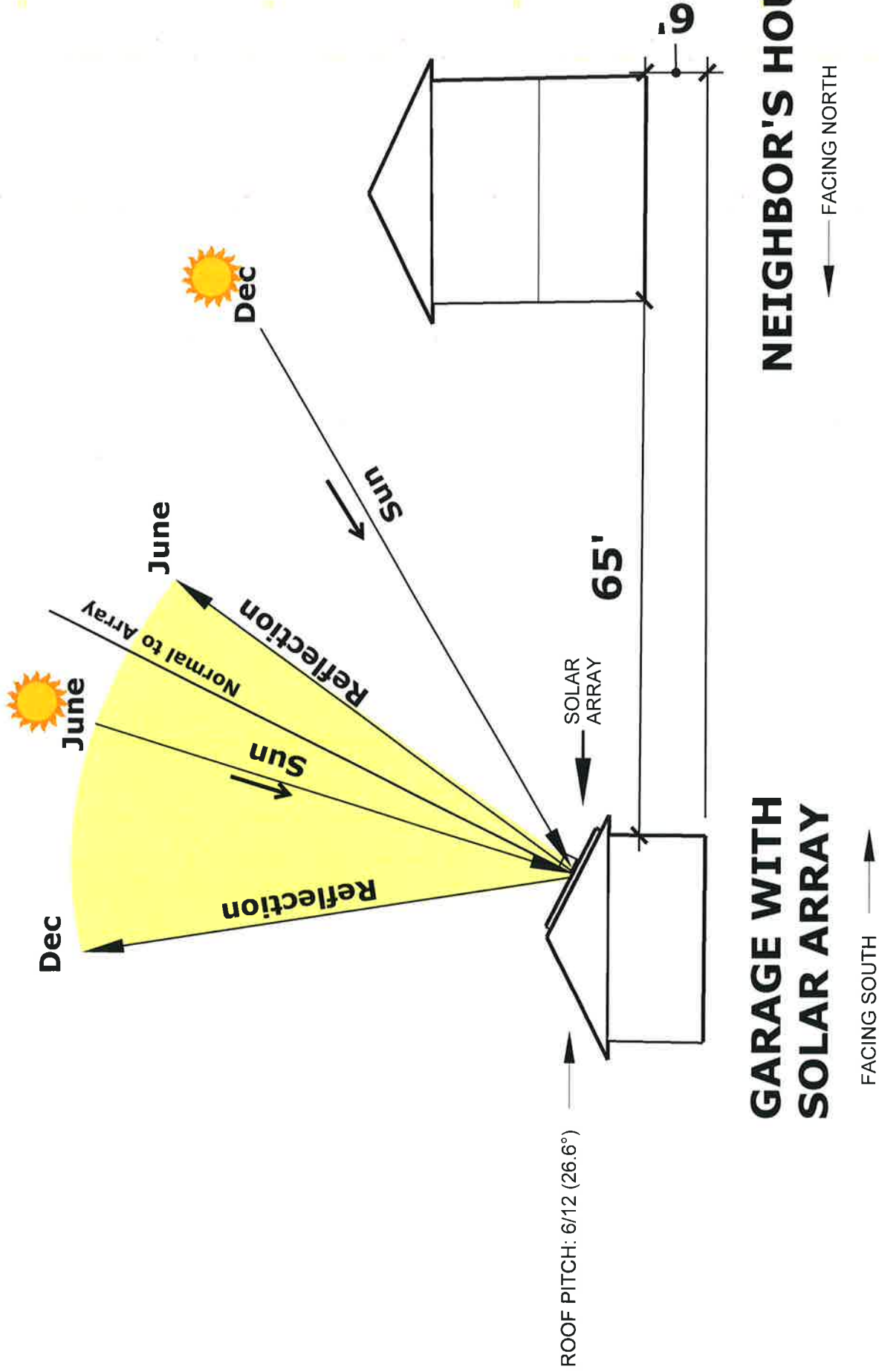
When we are in the Gunflint Trail Area - Cell Service is extremely limited after leaving the Grand Marais community.

Otherwise - Good luck to Hope and Brian in this project.

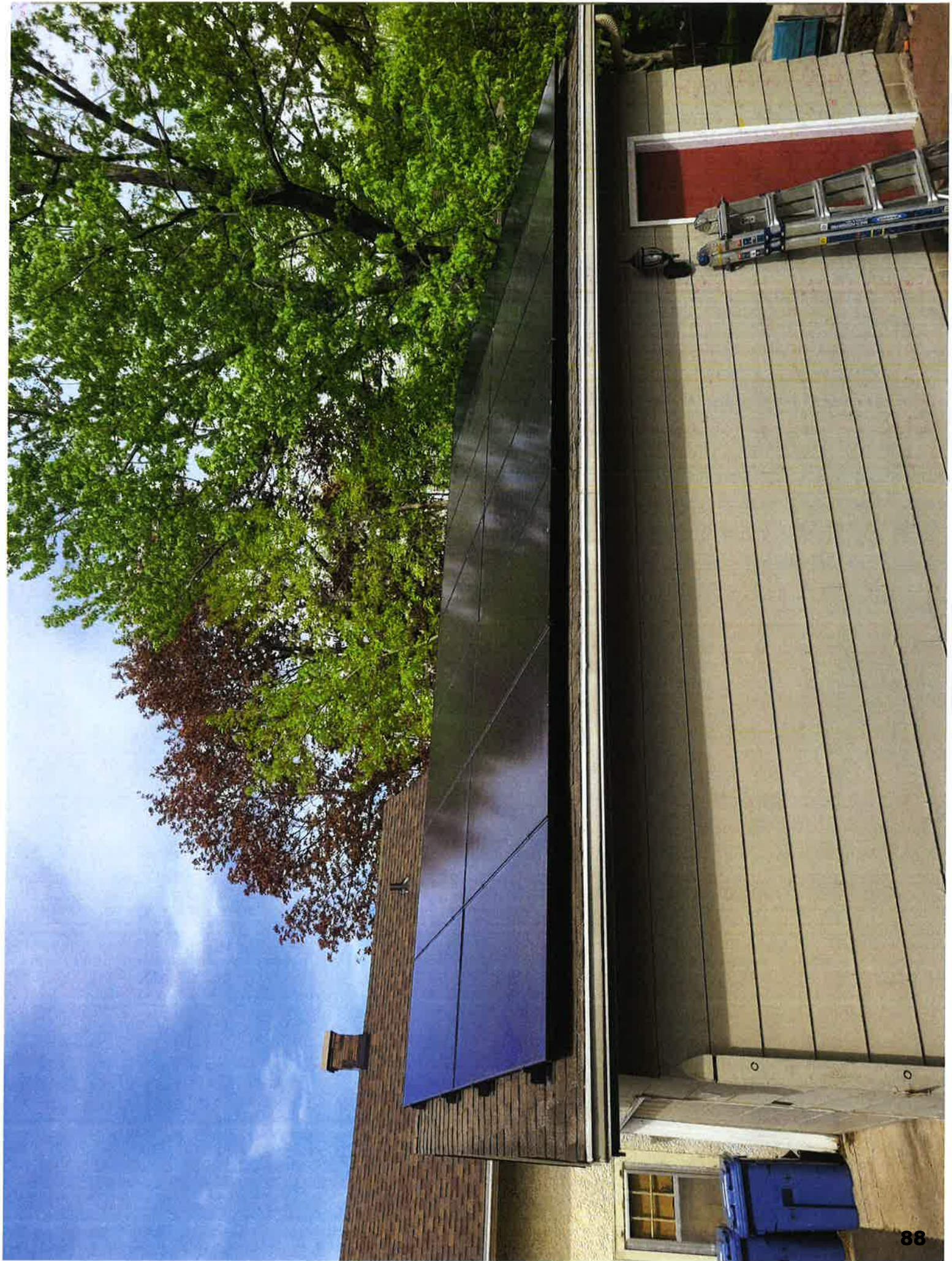
Chris & Mike Scanlan



Time of Day: 12:00 pm (Solar Noon)















PV MODULE REFLECTION – GLARE

When light falls on a surface it is split; some of the light traverses the surface (transmission), some light enters the surface and is lost (absorption) and some is redirected away from the surface (reflection). In order for a PV module to produce as much power as possible, the cover glass is optimized for high transmission. This is why Hanwha Q CELLS PV modules have cutting-edge anti-reflective coatings (ARC) in order to maximize transmission and limiting the possibility for reflections.

Each of these actions, transmission, absorption and reflection, can be measured as a proportion of the original light falling on the surface, eg. $T + A + R = 100\%$. For our purposes it is only necessary to look at the proportion of this original light, as the intensity of the light falling on the surface of the PV module glass will change with numerous factors including different system configurations, locations and times of both the day and year.

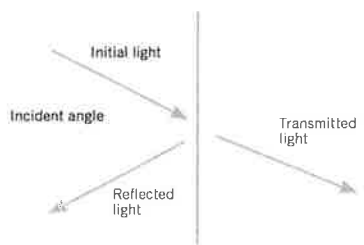


Figure 1: Light falling on a surface

The proportion of light reflected from any surface is dependent upon the angle at which the light hits the glass, called the incident angle where 0° is direct light and 90° is parallel to the surface. The proportion of reflected light can be calculated for different incident angles using the Fresnel equations. For a sheet of glass it would be necessary to calculate the reflection twice, once for the frontside of the glass and once for the backside. However as the rear of PV module glass is connected to an EVA and light absorbing PV cell it is only necessary to consider the frontside effect. To calculate the reflection the refractive index of the involved media is needed. As an example air has an index of 1, for normal “window” glass the value is around 1.5, for water it is 1.33 and for PV module glass it is around 1.25. From these figures alone it is possible to, correctly, presume that the glass used in PV modules creates less reflected light than normal “window” glass or a body of water. Figure 2 shows the curves of these different cases, along with measurements by TÜV Rheinland of Hanwha Q CELLS modules. It can be seen that the proportion of light reflected starts close to zero but rises as the incident angle gets closer to 90° .

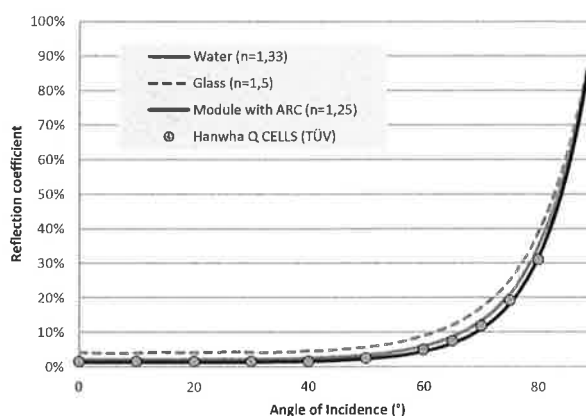


Figure 2: Reflection vs. incident angle

CONCLUSION

From both the theoretical and measured data it is clear that ARC glass used in all Hanwha Q CELLS currently produced PV modules reflects less light than both naturally occurring features, such as bodies of water, and common manmade structures. Moreover for incident angles below 55° less than 4% of the initial light is reflected away from the PV module.

EMAIL: service@q-cells.com

TEL: +49 (0)3494 66 99 23222

powered by

Q.ANTUM DUO Z

Q.PEAK DUO BLK ML-G10+ 385-405

ENDURING HIGH
PERFORMANCE



BREAKING THE 20% EFFICIENCY BARRIER

Q.ANTUM DUO Z Technology with zero gap cell layout boosts module efficiency up to 20.9%.



THE MOST THOROUGH TESTING PROGRAMME IN THE INDUSTRY

Q CELLS is the first solar module manufacturer to pass the most comprehensive quality programme in the industry: The new "Quality Controlled PV" of the independent certification institute TÜV Rheinland.



INNOVATIVE ALL-WEATHER TECHNOLOGY

Optimal yields, whatever the weather with excellent low-light and temperature behavior.



ENDURING HIGH PERFORMANCE

Long-term yield security with Anti LID Technology, Anti PID Technology¹, Hot-Spot Protect and Traceable Quality Tra.Q™.



EXTREME WEATHER RATING

High-tech aluminum alloy frame, certified for high snow (5400 Pa) and wind loads (4000 Pa).



A RELIABLE INVESTMENT

Inclusive 25-year product warranty and 25-year linear performance warranty².

¹ APT test conditions according to IEC/TS 62804-1:2015, method A (-1500V, 96h)

² See data sheet on rear for further information.

THE IDEAL SOLUTION FOR:



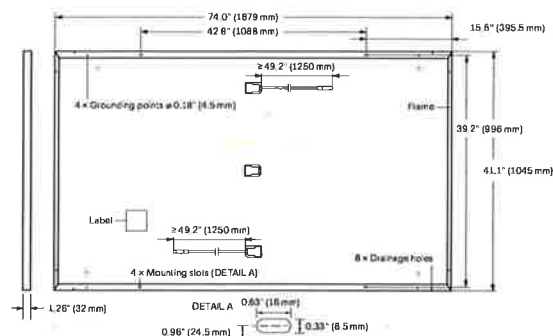
Rooftop arrays on
residential buildings

Engineered in Germany

Q CELLS

MECHANICAL SPECIFICATION

Format	74.0in × 41.1in × 1.26in (including frame) (1879mm × 1045mm × 32mm)
Weight	48.5lbs (22.0kg)
Front Cover	0.13in (3.2mm) thermally pre-stressed glass with anti-reflection technology
Back Cover	Composite film
Frame	Black anodized aluminum
Cell	6 × 22 monocrystalline Q.ANTUM solar half cells
Junction Box	2.09-3.98in × 1.26-2.36in × 0.59-0.71in (53-101mm × 32-60mm × 15-18mm), IP67, with bypass diodes
Cable	4mm ² Solar cable; (+) ≥49.2in (1250mm), (-) ≥49.2in (1250mm)
Connector	Stäubli MC4; IP68

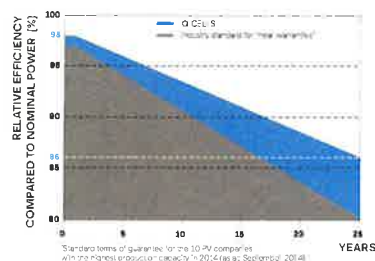


ELECTRICAL CHARACTERISTICS

POWER CLASS			385	390	395	400	405
MINIMUM PERFORMANCE AT STANDARD TEST CONDITIONS, STC ¹ (POWER TOLERANCE +5 W / -0 W)							
Minimum	Power at MPP ¹	P _{MPP} [W]	385	390	395	400	405
	Short Circuit Current ¹	I _{SC} [A]	11.04	11.07	11.10	11.14	11.17
	Open Circuit Voltage ¹	V _{OC} [V]	45.19	45.23	45.27	45.30	45.34
	Current at MPP	I _{MPP} [A]	10.59	10.65	10.71	10.77	10.83
	Voltage at MPP	V _{MPP} [V]	36.36	36.62	36.88	37.13	37.39
	Efficiency ¹	η [%]	≥19.6	≥19.9	≥20.1	≥20.4	≥20.6
MINIMUM PERFORMANCE AT NORMAL OPERATING CONDITIONS, NMOT ²							
Minimum	Power at MPP	P _{MPP} [W]	288.8	292.6	296.3	300.1	303.8
	Short Circuit Current	I _{SC} [A]	8.90	8.92	8.95	8.97	9.00
	Open Circuit Voltage	V _{OC} [V]	42.62	42.65	42.69	42.72	42.76
	Current at MPP	I _{MPP} [A]	8.35	8.41	8.46	8.51	8.57
	Voltage at MPP	V _{MPP} [V]	34.59	34.81	35.03	35.25	35.46

¹Measurement tolerances P_{MPP} ±3%; I_{SC}, V_{OC} ±5% at STC: 1000W/m², 25 ±2°C, AM 1.5 according to IEC 60904-3 • 800W/m², NMOT, spectrum AM 1.5

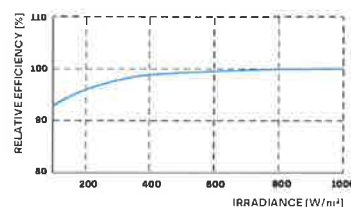
Q CELLS PERFORMANCE WARRANTY



At least 98% of nominal power during first year. Thereafter max. 0.5% degradation per year. At least 93.5% of nominal power up to 10 years. At least 86% of nominal power up to 25 years.

All data within measurement tolerances. Full warranties in accordance with the warranty terms of the Q CELLS sales organisation of your respective country.

PERFORMANCE AT LOW IRRADIANCE



Typical module performance under low irradiance conditions in comparison to STC conditions (25°C, 1000W/m²)

TEMPERATURE COEFFICIENTS

Temperature Coefficient of I _{SC}	α [%/K]	+0.04	Temperature Coefficient of V _{OC}	β [%/K]	-0.27
Temperature Coefficient of P _{MPP}	γ [%/K]	-0.34	Nominal Module Operating Temperature	NMOT [°F]	109±5.4 (43±3°C)

PROPERTIES FOR SYSTEM DESIGN

Maximum System Voltage V _{sys}	[V]	1000 (IEC)/1000 (UL)	PV module classification	Class II
Maximum Series Fuse Rating	[A DC]	20	Fire Rating based on ANSI / UL 61730	TYPE 2
Max. Design Load, Push / Pull ³	[lbs/ft²]	75 (3600 Pa)/55 (2660 Pa)	Permitted Module Temperature on Continuous Duty	-40°F up to +185°F (-40°C up to +85°C)
Max. Test Load, Push / Pull ³	[lbs/ft²]	113 (5400 Pa)/84 (4000 Pa)		

³ See Installation Manual

QUALIFICATIONS AND CERTIFICATES

UL 61730, CE-compliant,
Quality Controlled PV - TÜV Rheinland,
IEC 61215:2016, IEC 61730:2016,
U.S. Patent No. 9,893,215 (solar cells),
GCPV Certification ongoing.



PACKAGING INFORMATION

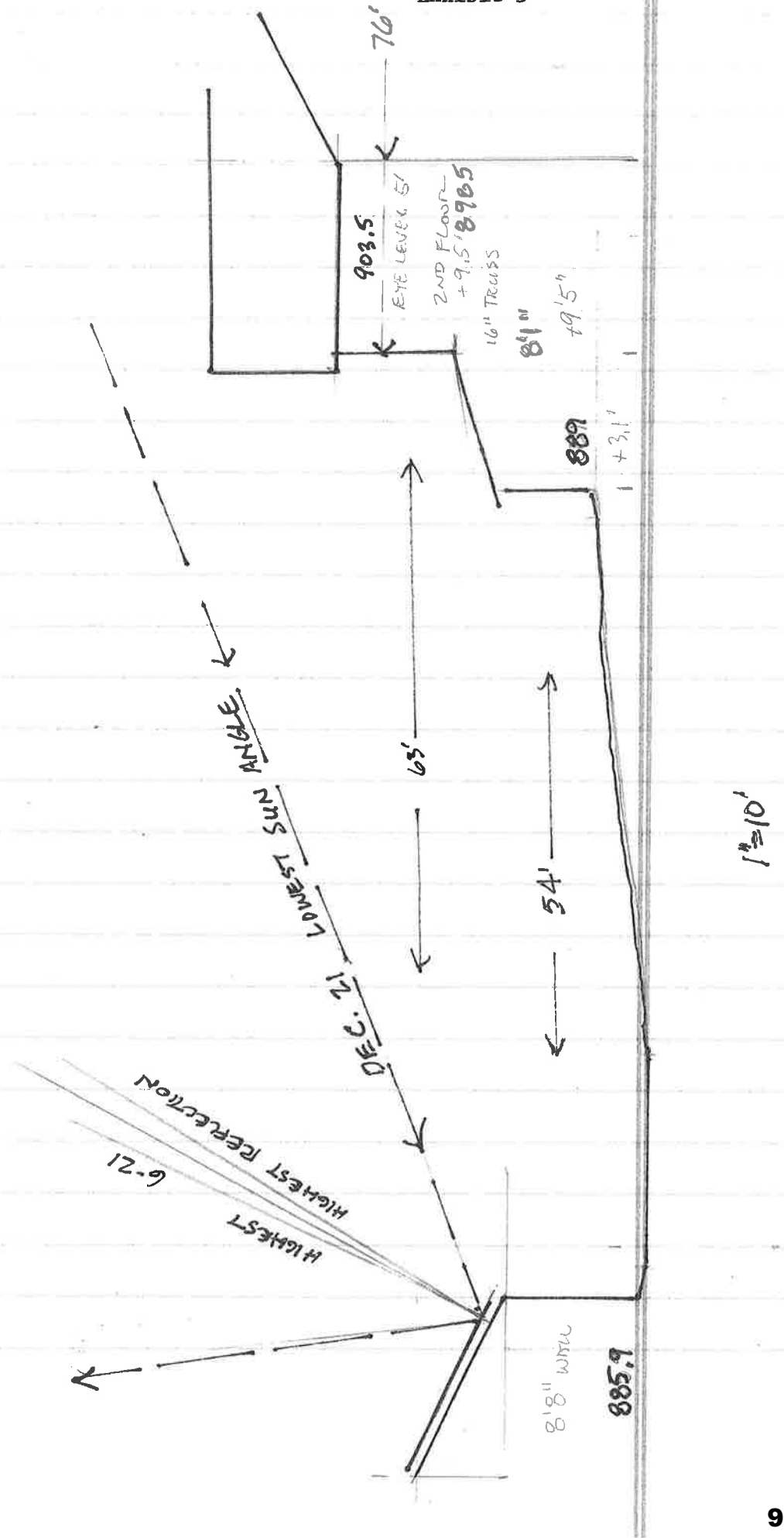
Horizontal packaging	76.4in 1940mm	43.3in 1100mm	48.0in 1220mm	1658lbs 751kg	24 pallets	24 pallets	32 modules

Specifications subject to technical changes © Q CELLS Q PEAK DUO BLK ML-G10+ 385-405 2021-05 Rev01_NA

Note: Installation instructions must be followed. See the installation and operating manual or contact our technical service department for further information on approved installation and use of this product.

Hanwha Q CELLS America Inc.

400 Spectrum Center Drive, Suite 1400, Irvine, CA 92618, USA | TEL +1 949 748 59 96 | EMAIL inquiry@us.q-cells.com | WEB www.q-cells.us



Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 1st day of August 2022.

RESOLUTION NO.

**A RESOLUTION APPROVING CONDITIONAL USE PERMIT REQUEST C22-5
ALLOWING SOLAR COLLECTORS ON AN ACCESSORY STRUCTURE AT
3733 26 ½ AVENUE NORTH
(Doerner)**

WHEREAS, the property owner of 3733 26 ½ Avenue North has engaged accompany to install solar collectors on the detached garage which requires a conditional use permit, and

WHEREAS, on July 21, 2022, the Planning Commission conducted a public hearing and unanimously (of those present) adopted a recommendation of approval of Conditional Use Permit request C22-5 for the installation of a solar energy collector on the detached garage at 3733 26½ Avenue North based upon the following findings of fact:

- a. That the installation of a solar energy device on a residential accessory structure is consistent with policies of the Comprehensive Plan;
- b. That the location of the solar device on a detached garage oriented towards an alley will not be a negative or disturbing influence in the character of the area, neighborhood or geographical area;
- c. That the solar energy device contributes to the sustainability of the residential area and should be a positive influence to the area; and

WHEREAS, the City Council accepts these findings;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL AS FOLLOWS: that conditional use permit request C22-5 that would allow the installation of solar collectors on the detached garage located at 3733 26 ½ Avenue North (legally described in **Attachment 1**) pursuant to Robbinsdale City Code Sections 515.01, Subd. 4(e) and 535.01 of the Robbinsdale Zoning Code is hereby approved with the following conditions:

1. That the alley shall not be obstructed due to deliveries of materials or by the builder during the course of installation of the solar panels;
2. That there shall be no obstruction to waste, recycling and yard waste collection;
3. That any wiring associated with the solar panels shall be located underground; and
4. That a building permit is required.

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

And the following voted against the same:

PASSED AND ADOPTED BY THE CITY COUNCIL THIS 1ST DAY OF AUGUST 2022.

William A. Blonigan, Mayor

ATTEST:

Dustin Leslie, City Clerk
(Seal)

Russell J. Kurth, L.L.S. No. 16113
 Randy L. Kurth, L.L.S. No. 20270

ELEVATION ARE ASSUMED NAVD 88
BEARINGS ARE NAD83-86 ADJ.

Landy L. Kurth, L.L.S. No. 28270

ELEVATION ARE ASSURED NAVD 88
BEARINGS ARE NAD83-86 ADJ.

BEARINGS ARE NAD83-86 ADJ.

26 1/2 AVENUE N.

■ = CONCRETE

[] = BITUMINOUS

~~X~~ = SPIKE SET

— = WOOD FENCE - W

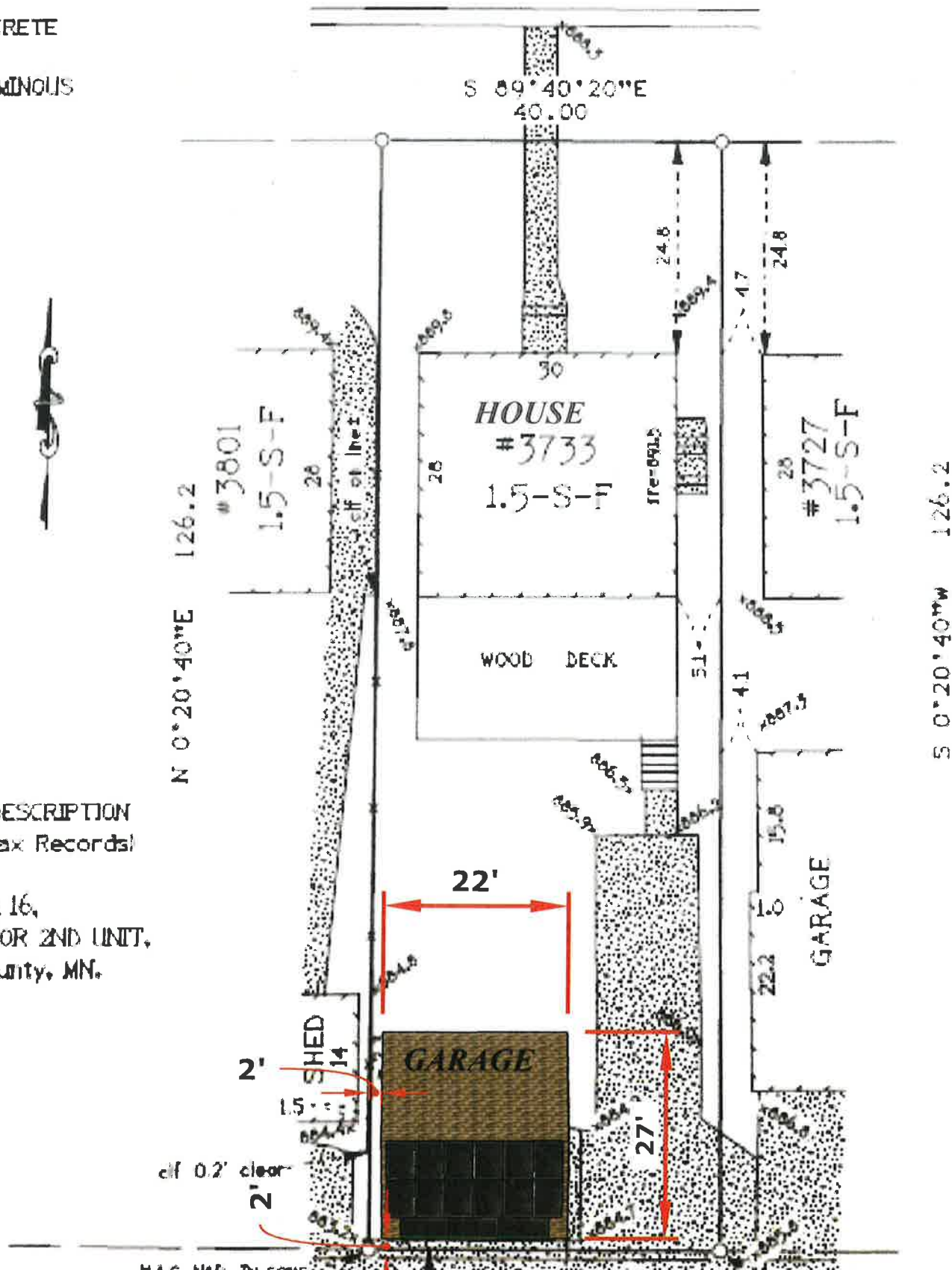
* = CHAIN LINK FENCE

*1001 = EXISTING SPOT F

0 20

SCALE IN FEET

SCALE IN FEET



WOOD DECK

GARAGE

GARAGE

2

cf 0.2' clear

98



City of Robbinsdale

TO: Mayor and City Council

FROM: Tim Sandvik, City Manager

DATE: August 1, 2022

RE: Request for Quotes – Yard Waste Collection

Background:

As all are aware, the national, state, and local labor shortage has caused disruption across all industries. This is reflected in the most recent data, including a historically low 1.8% unemployment rate and a labor force participation rate of 68.5% in Minnesota. These market forces have been observed in a variety of ways, including the lack of service for Robbinsdale refuse/recycling/yard waste haulers.

In May, the City's organized collection hauler, Waste Management, announced they were suspending Yard Waste collection to focus on the collection of refuse and recycling. Despite a one-time, city-wide collection having occurred in June, and having a temporary yard waste drop site being available to residents, Council and staff recognize a long-term solution is necessary.

Analysis/Conclusion:

With Council approval, staff will advertise a Request for Quotes (RFQ) for Yard Waste Collection (through the end of 2022). While not unique to Robbinsdale, the solicitation will include language that considers the variety of properties/constraints (alley collection, no bin requirement, etc....), Further, the RFQ will include language that will adhere to considerations within our current Organized Collection contract.

Staff has worked with the attorney to assure this service does not require a formal Request for Proposals (RFP) or fall within Competitive Bidding Requirements; however, staff will follow considerations such as "lowest responsible bidder" in selection potential haulers.

Recommendation:

Authorize the City Manager to solicit a Request for Quotes – Yard Waste Collection, for the remainder of 2022 (under provisions of the current Organized Collection contract) and negotiate the facilitation of this service with selected vendors.

Tim Sandvik, City Manager



City of Robbinsdale

TO: Mayor and City Council

FROM: Tim Sandvik, City Manager

DATE: August 1, 2022

RE: Solicit Appointments for the METRO Blue Line Extension LRT

- Business Advisory Committee
- Community Advisory Committee

Background:

For the past 18-24 months, the Metropolitan Council and Hennepin County solicited feedback from subcommittees known as the Business Advisory Committee (BAC) and Community Advisory Committee (CAC) regarding the Blue Line Extension. Ultimately, this feedback was provided to the Corridor Management Committee (CMC) for consideration. Following the CMC's recommendation of the updated alignment, BAC and CAC representatives will be considered for next steps in the process. Please see attached letter for from METRO Blue Line Extension Project Director – Christine Beckwith.

In considering appointments/re-appointments, it is important to recognize the commitment of past representatives – those are:

- **Community Advisory Committee:** Jason Greenberg and Gene Montanez
- **Business Advisory Committee:** J. Kevin Croston (Mike Opat attending) and one seat open. *Robbinsdale Chamber - Tim Baylor (the City does not appoint this representative)

To be efficient and ensure members are identified by the September 2, 2022 deadline, staff recommends the following process:

- Extend offers of re-appointment while simultaneously soliciting new membership
- Consider an ad hoc committee of staff and no more than two Councilmembers to approve appointments

Recommendation:

Authorize staff to extend offers of reappointment to the CAC and BAC, solicit new membership, and approve ad hoc committee which will convene by the end of August to approve appointments.

Tim Sandvik, City Manager

Attachments (3): Letter Requesting BAC and CAC Appointments, Charter of BAC, Charter of CAC



July 27, 2022

Tim Sandvik
4100 Lakeview Avenue North
Robbinsdale, MN 55422

RE: Request for Appointment to the METRO Blue Line Extension LRT Business & Community Advisory Committees

The METRO Blue Line Extension is moving into the next steps of the project, including advancing the route through environmental review, engineering, and station area planning. Community and business participation are critical elements in the project's success, and it is important to have engaged advisory committees to provide guidance on a range of community and business issues and opportunities. Advisory committee members will play an important role in identifying issues, discussing potential solutions, and facilitating public awareness of the LRT project and related community development.

We are inviting the City of Robbinsdale to appoint community representatives to two advisory committees:

- Community Advisory Committee: 2 members
- Business Advisory Committee: 3 members

As you select your committee representatives, please consider gender balance as well as finding individuals that represent diverse groups in terms of race/ethnicity, geography, and other perspectives. Community Advisory Committee (CAC) members should reside within the community and should not be staff or elected officials of the appointing body. Business Advisory Committee (BAC) members should be involved in the operations of a business or non-profit within city limits, either as an owner or a representative.

See the attached draft charters for more information on the purpose, roles, and responsibilities of these advisory committees. You may use your own method for selecting your community's representatives. Please let project staff know if you would like us to share information about your appointment process with the community. **The first meeting of these newly appointed members will be in October 2022.** In following months, the CAC will meet in-person on the first Wednesday of the month at 6:00 PM and the BAC will meet on the first Tuesday at 8:00 AM.

Please identify your BAC and CAC members on the attached form and return by **September 2, 2022**, to Kjerstin Yager at kjerstin.yager@metrotransit.org. If you have any questions, please feel free to contact Kjerstin at 612-373-3955.

Thank you in advance for appointing members to these important advisory committees. We look forward to working with your organization as we develop the Blue Line Extension.

Sincerely,

Christine Beckwith

METRO Blue Line Extension Project Director

CC: Richard McCoy
Rick Pearson
Robin Verkinnes

Attachments:
Draft Business & Community Advisory Committee Charters
Nomination Form

Charter of the METRO Blue Line Extension Business Advisory Committee (BAC)

OVERVIEW

The METRO Blue Line Extension (BLRT) Business Advisory Committee (BAC) is established to provide guidance to the BLRT Corridor Management Committee (CMC) on community issues during the project development phases of BLRT. Appointments to the BAC will serve commencing in the fall of 2022 for the duration of the environmental review process, taking approximately two years.

PURPOSE

The purpose of the BAC is to serve as a voice for the community and advise the Metropolitan Council's BLRT Corridor Management and the Hennepin County Community Works Steering Committees:

1. Advise on communications and outreach strategies related to BLRT.
2. Provide input on design and engineering options, including opportunities and impacts.
3. Identify opportunities to improve community benefits from the BLRT project and to improve project planning and design to maximize positive community impacts.
4. Identify potential issues and review strategies to mitigate the negative impacts of project development on residences and businesses.
5. Provide input on Community Works initiatives, as requested.
6. Serve as an information resource and liaison to the greater corridor community and their appointing organization.

RESPONSIBILITIES

Each member of the BLRT BAC agrees to:

1. Attend a majority of BAC meetings and actively participate in discussions by sharing ideas and expertise.
2. Actively participate in discussions; be a voice to advance the broader interests of the business community.
3. Routinely report back to their organization on the activities and discussions of the BAC, if applicable.
4. Serve as a conduit of information to the broader business community.
5. Identify opportunities to improve the project and maximize community benefits.
6. Identify negative impacts and assist in developing strategies for minimizing those impacts.
7. Listen to and respect the viewpoints of others.

MEMBERSHIP

Appointments to the BAC will serve commencing in the fall of 2022 for the duration of the environmental review process, taking approximately two years.

Members should be small business owners or representatives for larger businesses, non-profits or other service entities of the city or county region of the appointing organization. One spot is specifically reserved for a non-profit representative; this is a minimum appointment. The overall composition of

business and non-profit representatives is up to the appointing agency. For public organizations, members cannot be employees or elected officials from the appointing body. Business chambers may appoint staff.

Membership is intended to represent the diverse interests and stakeholders in the Blue Line Extension project study area. Specifically, membership be will appointed as follows:

Appointing Agency	Details	Members
City of Brooklyn Park	Business owner or representative of the city	3
	Non-profit representative	1
City of Crystal	Business owner or representative of the city	2
	Non-profit representative	1
City of Robbinsdale	Business owner or representative of the city	2
	Non-profit representative	1
City of Golden Valley	Business owner or representative of the city	2
	Non-profit representative	1
City of Minneapolis	Business owner or representative of the city	3
	Non-profit representative	1
Robbinsdale Chamber of Commerce	Chamber member/representative	1
Minneapolis Regional Chamber of Commerce	Chamber member/representative	1
West Broadway Business and Area Coalition	Coalition member	1
Hennepin County	Appoints targeted members to increase representation	2
	Non-profit representative	1
Metropolitan Council	Appoints targeted members to increase representation	2
	Non-profit representative	1

If an appointed member is no longer able to participate actively in the BAC, the organization that appointed that person will be allowed to name a replacement.

REPORTING REQUIREMENTS

One BAC Co-Chair will serve as a member of the CMC and provide updates of BAC activities at CMC meetings. The other Co-Chair will act as alternate to the CMC.

As an advisory body that deliberates on consensus, the Co-Chairs will bring the majority viewpoint as well as dissenting viewpoints and corresponding issues to the CMC. As an advisory body representing multiple interests and viewpoints the role of the committee Co-Chairs will be to facilitate collaboration and represent the variety of opinions, desires and concerns.

COMMITTEE CO-CHAIRS

The BAC membership will appoint the Co-Chairs and the method in which to appoint them. The Co-Chairs must represent different respective cities. The Co-Chairs are charged with ensuring corridor-wide perspectives are present when offering guidance to steering committees; lead committees through their tasks and ensure charter compliance; identify topics/issues of committee concern; and develop meeting agendas with Blue Line Extension Project Management Team.

Co-Chairs should be willing to respectfully and with merit represent views that are not their own when they report to the CMC. They will also focus discussion facilitation on ensuring full participation from all members, such as encouraging those that have not contributed to do so and working through disagreements to reach the best possible outcome.

MEETINGS

The BAC will schedule monthly in-person meetings on the first Tuesday before Corridor Management Committee (second Thursday of month) from 8:00-9:30 AM. Agendas and meeting summaries will be distributed to all members before the meeting and posted on the project's website at BlueLineExt.org. Post meeting, meeting materials/presentations and approved meeting summaries will be posted on the project's website.

Due to the timeliness of topics, additional meetings, subcommittees meetings and focus groups may be scheduled as needed.

Charter of the METRO Blue Line Extension Community Advisory Committee (CAC)

OVERVIEW

The METRO Blue Line Extension (BLRT) Community Advisory Committee (CAC) is established to provide guidance to the BLRT Corridor Management Committee (CMC) on community issues during the project development phases of BLRT. Appointments to the CAC will serve commencing in the fall of 2022 for the duration of the environmental review process, taking approximately two years.

PURPOSE

The purpose of the CAC is to serve as a voice for the community and advise the Metropolitan Council's BLRT Corridor Management and the Hennepin County Community Works Steering Committees:

1. Advise on communications and outreach strategies related to BLRT.
2. Provide input on design and engineering options, including opportunities and impacts.
3. Identify opportunities to improve community benefits from the BLRT project and to improve project planning and design to maximize positive community impacts.
4. Identify potential issues and review strategies to mitigate the negative impacts of project development on residences and businesses.
5. Provide input on Community Works initiatives, as requested.
6. Serve as an information resource and liaison to the greater corridor community and their appointing organization.

RESPONSIBILITIES

Each member of the BLRT CAC agrees to:

1. Attend a majority of CAC meetings and actively participate in discussions by sharing ideas and expertise.
2. Actively participate in discussions; be a voice to advance the broader interests of community.
3. Routinely report back to their organization on the activities and discussions of the CAC.
4. Serve as a conduit of information to the broader community.
5. Identify opportunities to improve the project and maximize community benefits.
6. Identify negative community impacts and assist in developing strategies for minimizing those impacts.
7. Listen to and respect the viewpoints of others.

MEMBERSHIP

Appointments to the CAC will serve commencing will serve commencing in the fall of 2022 for the duration of the environmental review process, taking approximately two years. =

Members need to be residents of the city or county region of the appointing organization. Members cannot be employees or elected officials from the appointing body.

Membership is intended to represent the diverse interests and stakeholders in the Blue Line Extension project study area. Specifically, membership be will appointed as follows:

Appointing Agency	Details	Members
City of Brooklyn Park	City resident living within the study area	3
City of Crystal	City resident living within the study area	2
City of Robbinsdale	City resident living within the study area	2
City of Golden Valley	City resident living within the study area	2
City of Minneapolis	City resident living within the study area	3
Minneapolis Park & Rec. Board	City resident living within the study area	1
Transportation Accessibility Advisory Committee	Committee member	1
Hennepin County	Appoints targeted individuals to increase representation: at large	3
Metropolitan Council	Appoints targeted individuals to increase representation: at large	3

If an appointed member is no longer able to participate actively in the CAC, the organization that appointed that person will be notified and allowed to name a replacement.

REPORTING REQUIREMENTS

One CAC Co-Chair will serve as a member of the CMC and provide updates of CAC activities at CMC meetings. The other Co-Chair will act as alternate to the CMC.

As an advisory body that deliberates on consensus, the Co-Chairs will bring the majority viewpoint as well as dissenting viewpoints and corresponding issues to the CMC. As an advisory body representing multiple interests and viewpoints the role of the committee Co-Chairs will be to facilitate collaboration and represent the variety of opinions, desires, and concerns.

COMMITTEE CO-CHAIRS

The CAC membership appoints the Co-Chairs and the method in which to appoint them. The Co-Chairs must represent different respective cities. The Co-Chairs are charged with ensuring corridor-wide perspectives are present when offering guidance to steering committees; lead committees through their tasks and ensure charter compliance; identify topics/issues of committee concern; and develop meeting agendas with Blue Line Extension Project Management Team.

Co-Chairs should be willing to respectfully and with merit represent views that are not their own when they report to the CMC. They will also focus discussion facilitation on ensuring full participation from all members, such as encouraging those that have not contributed to do so and working through disagreements to reach the best possible outcome.

MEETINGS

The CAC will schedule monthly meetings on the first Wednesday before Corridor Management Committee (second Thursday of month) from 6:00-8:00 PM. Agendas and meeting summaries will be distributed to all members before the meeting and posted on the project's website at BlueLineExt.org. Post meeting, meeting materials/presentations and approved meeting summaries will be posted on the project's website: BlueLineExt.org.

Due to the timeliness of topics, additional meetings, subcommittees meetings and focus groups may be scheduled as needed.

DRAFT



City of Robbinsdale

To: Mayor and City Council
From: Tim Sandvik, City Manager
Date: August 1, 2022
RE: Schedule Canvass Board Meeting

Background

The City Council serves as the canvassing board for city elections. Per state statute, the council must meet 3 days after the primary election to review the canvass report and declare the official results. The meeting is open to the public.

Analysis/Conclusion

Staff is recommending the canvass board meeting be held on Friday, August 12, 2022 at 5:00 p.m. State Statute states the canvassing should take place 2-3 days after the primary election. Hennepin County requests cities conduct their canvassing three days after the election to give them an additional day to prepare abstracts and results.

Recommendation

By motion, set the time for the primary election canvass board to be held on Friday, August 12, 2022 at 5:00 p.m.



Tim Sandvik, City Manager



City of Robbinsdale

TO: Mayor and City Council
FROM: Tim Sandvik, City Manager
DATE: August 1, 2022
RE: Voucher Requests Pending Approval for Disbursement

The check register dated 8/1/22 reflects the voucher requests pending approval for disbursement.

The check register dated 7/20/22 through 8/1/22 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 8/1/22.

A handwritten signature in black ink, appearing to read 'T. Sandvik', written over a horizontal line.

Tim Sandvik, City Manager

CONCURRENCE:

A handwritten signature in blue ink, appearing to read 'Dustin Leslie', written over a horizontal line.

Dustin Leslie, City Clerk