

City of Robbinsdale
CITY COUNCIL MINUTES
AUGUST 4, 2020
Meeting No. 15

Consent A

CALL TO ORDER

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

ROLL CALL

2. Present: Backen, Blonigan, Rogan, Selman, Mayor Murphy
Staff: Marcia Glick, City Manager; Richard McCoy, Public Works Director; Jeff Zuba, Finance Director; Rick Pearson, Community Development Coordinator; John Tingley, City Clerk.

OPPORTUNITY FOR THE PUBLIC

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

APPROVAL OF AGENDA

4. Tingley noted additions of a contractors list to Consent Item C, Consent L moved to Other Business B (Receipt of Human Rights Commission Resolution), addition of Consent item M (Event Application from Travail Kitchen & Amusements) and an updated resolution for Old Business A (Bond Sale).
5. Member Backen **MOVED**, seconded by Member Blonigan to approve the August 4th meeting agenda. **A roll call vote was taken. Ayes: Backen, Blonigan, Rogan, Selman, Mayor Murphy. Nays: None. The motion carried.**

CONSENT AGENDA

6. Member Rogan **MOVED**, seconded by Member Backen to approve the remaining consent agenda items. **A roll call vote was taken. Ayes: Backen, Blonigan, Rogan, Selman, Mayor Murphy. Nays: None. The motion carried.**
7.
 - A. Motion to approve and place on file minutes of the City Council meeting:
 - City Council Minutes on 7/21/20
 - Council Work Session Minutes on 7/21/20
 - B. Motion to acknowledge the receipt and placing on file minutes of the following Commissions and Boards:
 - Human Rights Commission Minutes on 1/23/20
 - Special Human Rights Commission Minutes on 6/11/20
 - Special Human Rights Commission Minutes on 6/18/20
 - Special Human Rights Commission Minutes on 6/24/20
 - Special Human Rights Commission Minutes on 7/9/20
 - C. Motion to approve issuance of licenses dated July 21, 2020.

- D. Motion to acknowledge the financial reports for the quarter ended June 2020.
- E. Motion to acknowledge the Investment Report for the quarter ended June 2020.
- F. **Removed by Councilmember Blonigan**
- G. Motion to hold the second reading to adopt ordinance 20-05, "AN ORDINANCE AMENDING SECTION 915 OF CITY CODE TO UPDATE DOMESTIC ANIMAL REQUIREMENTS."
- H. Motion to authorize the Mayor and City Manager to accept the quote provided by Ron Kassa Construction for 2020 sidewalk replacement for the estimated amount of \$32,664.60.
- I. Motion to waive the reading and order the adoption of Resolution No. 7833, "A RESOLUTION ACCEPTING BIDS AND AWARDED CONTRACT FOR CONSTRUCTION OF WATER MAIN CROSSINGS OF BNSF RAILROAD BETWEEN INDIANA AVENUE AND THE NEW WATER TREATMENT PLANT SITE – CITY PROJECT 53620."
- J. Motion to acknowledge the receipt of the City's Water Utility Rate Study, as submitted by Ehlers, accept recommendations and direct staff to distribute the report to Minnesota Public Facilities Authority as required.
- K. Motion to waive the reading and order the adoption of Resolution No. 7834, "A RESOLUTION ACCEPTING CORONAVIRUS RELIEF FUNDS FROM THE STATE OF MINNESOTA AND CERTIFYING THAT IT WILL HONOR ALL COMMITMENTS AND MAINTAIN REQUIRED INFORMATION AND DOCUMENTS."
- L. ~~Motion to acknowledge receipt of the Robbinsdale Human Rights Commission resolution "Recommendation to designate the City of Robbinsdale as an Equitable Residential Property City."~~ Move to Other Business B
- M. Motion to approve Travail Kitchen and Amusement planned event on their parking lot at 4131 West Broadway on Saturday, August 29, 2020 from 12:00 noon to 10:00 p.m. with 3 planned seatings and conditions listed in the staff report.

PULLED CONSENT ITEM F

- 8. Blonigan thanked Mr. Robins for applying for the Charter Commission and reviewed his background.
- 9. Member Blonigan **MOVED**, seconded by Member Rogan, to waive the reading and order the

adoption of Resolution No. 7835, "A RESOLUTION RECOMMENDING TO THE CHIEF JUDGE OF THE HENNEPIN COUNTY DISTRICT COURT APPOINTMENT OF QUALIFIED VOTER OF THE CITY OF ROBBINSDALE TO THE ROBBINSDALE CHARTER COMMISSION." **A roll call vote was taken. Ayes: Backen, Blonigan, Rogan, Selman, Mayor Murphy. Nays: None. The motion carried.**

OLD BUSINESS A: Award the Sale of General Obligation Bonds Series 2020A

10. Zuba presented the staff report.
11. Paul Steinman from Baker Tilly provided details on the bond sale that took place earlier in the day. The final amount borrowed was \$5.48 million with a true interest cost of 1.14%; lower than anticipated back in early July.
12. Member Blonigan, Rogan and Steinman discussed qualified and non-qualified rates, true interest costs and the amount borrowed.
13. Member Rogan **MOVED**, seconded by Member Backen to waive the reading and order the adoption of Resolution No. 7836, "A RESOLUTION AWARDED THE SALE OF GENERAL OBLIGATION BONDS, SERIES 2020A, IN THE ORIGINAL AGGREGATE PRINCIPAL AMOUNT OF \$6,370,000; FIXING THEIR FORM AND SPECIFICATIONS; DIRECTING THEIR EXECUTION AND DELIVERY; AND PROVIDING FOR THEIR PAYMENT."
14. Blonigan thanked staff for their continued performance allowing for a true interest cost near 1%.
15. A roll call vote was taken. Ayes: Backen, Blonigan, Rogan, Selman, Mayor Murphy. Nays: None. The motion carried.

OLD BUSINESS B: Award Bid for Centralized Water Treatment Plant (WTP)

16. McCoy presented the staff report.
17. Mayor Murphy thanked staff for the extensive public participation efforts that took place for this project.
18. Member Selman asked when the construction start time will be? He suggested residents lease instead of buy a water softener since the Plant will be operating at the end of 2022. He also thanked residents for their public participation to make sure the project was the best it could be. Is the Plant going to be solar ready and how did staff determine that leasing solar panels would be more cost effective?
19. McCoy stated the contractor will be on site as early as September of this year. The new Water Treatment plant is scheduled to be operational December 2022. He has posed the question to the consultants to if the building will be solar ready. He is still waiting for a final answer but he believes yes.

20. Zuba discussed the difference between outright ownership and completing a capital lease for the panels.
21. Member Backen thanked city staff and Member Selman for working with residents in the area. He discussed the cost savings by building a centralized water plant versus connecting to Minneapolis water.
22. Blonigan complimented staff on extending the bid period that may have saved the city money and discussed timeline on making a decision on solar panels before construction moves too far along. He confirmed this would be the first city building with solar panels and that the future bonds for the project would also include the new water tower and drinking wells.
23. Rogan thanked staff for the extensive public process. This project was a long time coming and was discussed 16 years ago when he first was elected to Council. The project is something the neighbors should be proud of and serve the city for a long time.
24. Member Selman **MOVED**, seconded by Blonigan, to waive the reading and order the adoption of Resolution No. 7837, "A RESOLUTION ACCEPTING BIDS AND AWARDING CONTRACT FOR CONSTRUCTION OF A NEW CENTRALIZED WATER TREATMENT PLANT – CITY PROJECT 53217." **A roll call vote was taken. Ayes: Backen, Blonigan, Rogan, Selman, Mayor Murphy. Nays: None. The motion carried.**

NEW BUSINESS A: Street Closure Requests: Shake Up the Suburbs March.

25. Glick presented the staff report on the request and potential alternate routes.
26. Member Selman confirmed the deposit fee paid to reserve Spanjers Park is refundable. He also asked about what the potential overtime costs might be if the applicant's preferred route was chosen.
27. Glick stated that overtime costs are hard to determine at this point and the main question is whether the city would have enough police officers and reserves to accommodate the request.
28. Kristyn DeGross, 3638 Orchard Avenue North, Robbinsdale, discussed her request and conversations with Sergeant Woodhall and Hennepin County on closing County Road 81. She has enlisted the help of Families Supporting Families and Freedom Fighters to help with traffic control.
29. Member Selman asked what the size of the crowd will be and how much time the applicant is requesting to use the road.
30. DeGross stated that she expects around 100 marchers and that from Lakeview Terrace Park to Robbinsdale Police Department it will take about 20 minutes. Face masks and social distancing will be required for the event. Families Against Police Violence will be speaking and leading the vigil.
31. Member Selman **MOVED**, seconded by Member Backen to follow the suggestion of

Sergeant Woodhall to close the necessary local streets necessary for the march and to authorize that with the support of volunteers with traffic control that there wouldn't be any charge with the City. A roll call vote was taken. **Ayes: Backen, Blonigan, Rogan, Selman, Mayor Murphy. Nays: None. The motion carried.**

32. Member Backen **MOVED**, seconded by Member Blonigan, to waive the permit fee for the request to reserve the Spanjers Park. **A roll call vote was taken. Ayes: Backen, Blonigan, Rogan, Selman, Mayor Murphy. The motion carried.**

NEW BUSINESS B: First Reading of an Ordinance Rezoning 3829, 3833, 3837 and 3883 West Broadway from B-1, Neighborhood Commercial to R-B, Residential Business (Z20-2)

33. Pearson presented the staff report.

34. Selman asked for further clarification of the parking plan.

35. Pearson stated the parking plan is a work in progress and expressed some ideas to improve the parking situation.

36. Member Blonigan **MOVED**, seconded by Member Backen to hold the first reading of Ordinance No. 20-06, "AN ORDINANCE REZONING 3829, 3833, AND 3883 WEST BROADWAY FROM B-1 NEIGHBORHOOD COMMERCIAL TO R-B RESIDENTIAL BUSINESS."

37. Backen stated he shared the concern of Member Selman about the parking plan.

38. Pearson explained making parking a one way loop around the building and other potential options.

39. **A roll call vote was taken. Ayes: Backen, Blonigan, Rogan, Selman, Mayor Murphy. Nays: None. The motion carried.**

OTHER BUSINESS A – Voucher Request Pending Approval for Disbursement

40. Member Backen **MOVED**, seconded by Member Selman to approve disbursement requests for period ending 08/04/20. **A roll call vote was taken on the motion. Ayes: Backen, Blonigan, Rogan, Selman, Mayor Murphy. Nays: None. The motion carried.**

OTHER BUSINESS B – Receipt of Resolution from Human Rights Commission

41. Glick presented the staff report. The item is scheduled to be discussed more in-depth with the public at the Work Session following the Council Meeting. She provided the instructions to call in to the work session.

42. Rita Fox, Human Rights Commissioner, discussed the background and origin of the resolution.

43. Blonigan thanked the Human Rights Commission for working on this issue.

44. Member Backen **MOVED**, seconded by Member Selman, to acknowledge receipt of the Robbinsdale Human Rights Commission resolution "Recommendation to designate the City of Robbinsdale as an Equitable Residential Property City."
45. Backen believes the Drug-Free Crime-Free Ordinance has been beneficial to the community although he also believed it would be good to review it. The ordinance has been beneficial in his ward. He is in general in favor of keeping the ordinance.
46. Mayor Murphy believes its always good to review city policies and ordinances and its impacts on residents.
47. **A roll call vote was taken. Ayes: Backen, Blonigan, Rogan, Selman, Mayor Murphy. Nays: None. The motion carried.**

ADMINISTRATIVE REPORTS

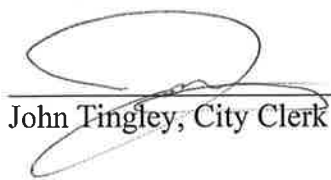
48. Glick stated that the upcoming Saturday would have been the Public Safety Open House. A video has been created by the Police and Fire Department that gives a tour of a past Public Safety Open House. She thanked the state and Minneapolis chamber of commerce for the forwarding large mask donation of masks for local businesses. Robbinsdale businesses should contact Robbinsdale City Hall if they are need of masks.

COUNCIL GENERAL COMMUNICATIONS

49. Selman and McCoy discussed the lack of pumping needed from Crystal Lake to Ryan Lake so far this year.
50. Blonigan also mentioned that there have not been any problems with the weir exiting South Twin Lake this year.
51. Mayor Murphy mentioned upcoming pop-up recreation events with Robbinsdale Recreation and Three Rivers Park District. A new restaurant, The Birdhouse, has opened in Downtown Robbinsdale.

ADJOURNMENT

52. Member Blonigan **MOVED**, seconded by Member Selman to adjourn the meeting at 8:47 p.m. **A roll call vote was taken on the motion. Ayes: Backen, Blonigan, Rogan, Selman, Mayor Murphy. Nays: None. The motion carried.**



John Tingley, City Clerk

Regan L. Murphy, Mayor

**ROBBINSDALE CITY COUNCIL
REGULAR WORK SESSION MINUTES**

TUESDAY, AUGUST 4, 2020

VIRTUAL MEETING VIA WEBEX -- FOLLOWING THE COUNCIL MEETING

1. The work session was called to order by Mayor Pro Tem Backen at 8:50 p.m.
2. Councilmembers Present by roll call vote: Blonigan, Rogan, Selman, Backen, Mayor Murphy.
3. Staff Present: Marcia Glick, City Manager; Richard McCoy, City Engineer; Rick Pearson, Community Development Coordinator

DISCUSSION: Crime Free/Drug Free Housing – Human Rights Commission Resolution

4. Rita Fox, Robbinsdale Human Rights Commission member, reported on the commission's study of equitable housing and questions that have arisen on two-tiered system for renters and homeowners. She shared examples of where the crime free housing enforcement may result in lease termination where there would be no impact on homeowners. She questioned whether there was a conflict of interest with the City Manager conducting the appeal process. Acknowledged cities had the best of intentions when the ordinances were adopted, but may result in over-policing and unintended consequences. Especially noted was eviction prior to conviction of a crime. Noted city staff has tried to be compassionate and judicious in the application of the code. She noted concern that the code might prevent people from calling 911 with concern that it could result in conviction. Fox noted that landlord initiated evictions may not have an appeal component particularly with month to month leases. Council has indicated an interest in learning more about racial justice issues. Fox suggested looking at St Louis Park's recent action.
5. Glick affirmed that when a tenant is evicted, the record may impact ability to lease another property in Robbinsdale.
6. Selman noted that before the ordinance was adopted there were a lot of problems at rental properties in his ward and afterwards there have been fewer complaints.
7. Julie Ralston-Aoki, Robbinsdale Human Rights Commission member, added there are a lot of policies that are under review that may inadvertently be contributing to systemic racism; noted that the code doesn't allow rental for 1 year after eviction; noted that although code lists that domestic abuse calls are not nuisance calls, the victims may not be aware of the provision. A good next step would be a moratorium to allow time for study of unintended consequences.
8. Jennifer Hill, 4100 Abbott Ave N, founding member of Robbinsdale for Racial Justice Group, thanked council for opportunity to be heard; noted she works on these issues with community based organizations that are part of "The Alliance," which released a report in 2019 "intentional exclusion" exploring Twin Cities region and found that exclusion from home ownership households of color are more likely to be renters than white households and have lower income. Unlawful detainer or owner filing an eviction form, makes finding housing more challenging. Also concerned on housing stability for children and impact being taken out of current school. Noted that housing is a human right.
9. Anne Mazzocco, 3407 Grimes Ave N, spoke in support of the HRC recommendation; noted originally ordinances were put in place to address problem of absentee owners but impact fell on renters; reported seeing social media post where family member was concerned that calls related to domestic abuse might result in lease termination; noted language in Fair Housing Act, HUD guidance, the need to track data; shared information on other cities studies; and expressed concern that tenants would be afraid to report problems.

10. Nicholas Erdos-Thayer, 3742 Major Ave N, noted that the term “gang” appears twice in this section of city code and asked council reflect on when this word is used addressing people of color.
11. Kirsten Nordstrom, 4350 Unity Ave N, spoke in support of a moratorium.
12. Glick noted that there has been evolution on the nuisance calls with more education on the front end on what defines a nuisance from an emergency call.
13. Mayor Murphy spoke in favor of the study and noted that it helps to hear from residents and noted the need to talk to tenants, landlords as well as other cities (St. Louis Park and Minneapolis) to gain broad perspective.
14. Glick noted that moratoriums allow time to put enforcement on hold to allow time for study and the city attorney would help to pull together the resolution. Suggested the item could be on a September council agenda.
15. Consensus to consider a moratorium in September while the topic is being studied:
 - Is there 2-tiered impact?
 - Is it a system that results in disparate treatment?
 - Is it unconstitutional; prohibit speech for fear of eviction or not equal treatment or protection?
 - Does it violate Federal Fair Housing Act with disparate treatment?Once information gathered would have an opportunity to hear from people with different views similar to the tobacco study.
16. Glick noted community members who have information to share, should send her an email.

Information: Quiet Zone Readiness for Railroad Crossings

17. Glick explained the requirements to provide the option for trains to not blow horns at crossings. Plans had been prepared during the LRT pre-construction engineering, though they anticipated acquisition of adjacent properties. The 4-crossing arm option cost runs \$500,000 per crossing plus an on-going fee.
18. Mayor Murphy thanked Glick noting that BNSF has added movement of railcars in the middle of the night and shared frustration with this new practice.

UPDATE: Problem Properties

19. Pearson presented the list.
20. Blonigan questioned process on addressing renting without license on 42nd.
21. Selman noted a business property with disruptive behavior by customers.

UPDATE: Strategic Goals

22. Glick provided an update on Strategic Goals; noted police chief timing with a meet & greet sometime in September contingent on prior background checks; noted the priority of developing a priority list for State funding related to COVID.

OTHER BUSINESS

23. Rogan noted that new owner of Fairchilds station had flavored tobacco for sale. Staff will visit.
24. Selman noted frustration with Metropolitan Council announcement turning away from BNSF alignment for the Blueline LRT and noted that the change will put federal funding at risk.
25. Rogan asked about transition to in-person meeting. Glick noted REDA meeting will be in person on August 12th with executive sessions on real estate proposals and typically low attendance. As to

Council meetings in person, there is concern on capacity for audience attendance. Rogan noted he will be out of town for both REDA and August 18th council meetings.

26. Blonigan noted need to connect with Federal representatives to assist in asserting pressure on BNSF to reconsider access for BLRT.

ADJOURNMENT

27. Mayor pro-tem Backen adjourned the work session at 10:25 p.m.

Marcia Glick, Recorder

Pat Backen, Mayor Pro-Tem

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City of Robbinsdale

MEMORANDUM

TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: August 18, 2020
RE: Interim City Clerk Appointment

Background

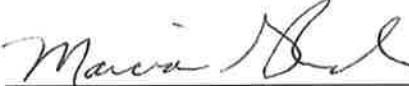
John Tingley has submitted his resignation for personal reasons with August 18th being his last day. City Charter requires that all appointments of City Officers, including the City Clerk, shall be with the advice and consent of the City Council.

Analysis/Conclusion

Sherry O'Donnell has served as Deputy City Clerk since January 1, 2004 acting as key administrator for issuance of licenses as well as a key team member in election administration. She has completed the three-year City Clerk certification program through the University of Minnesota and has attended the annual city clerk conferences for several years. While Sherry is very competent, she is not interested in advancing to the City Clerk position as a regular appointment.

Recommendation

Motion to affirm the action of the City Manager and support the appointment of Sherry O'Donnell as Interim City Clerk commencing August 18, 2020.



Marcia Glick, City Manager

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City of Robbinsdale

MEMORANDUM

TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: August 18, 2020
RE: Approval of Licenses

Background:

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

Recommendation:

By motion approve issuance of licenses dated August 18, 2020.

Marcia Glick, City Manager

CONCURRENCE:

John Tingley, City Clerk

CONTRACTORS' LICENSES FOR COUNCIL APPROVAL 08/18/2020

<u>Applicant</u>	<u>Type</u>	<u>License Fee</u>
A TREE SERVICE, INC	Tree Contractor	50.00
BLUESTREAM PROFESSIONAL SERVICES, LLC	General Contractor	50.00
EL-JAY PLUMBING & HEATING, INC (PL)	Plumbing Contractor	50.00
GRIDOR CONSTRUCTION, INC	General Contractor	50.00
HAMLIN INSTALLATIONS, LLC (ME)	Mechanical Contractor	50.00
HOMEPRO PLUMBING	Plumbing Contractor	50.00
M & D HEATING INC	Mechanical Contractor	50.00
M & D PLUMBING INC	Plumbing Contractor	50.00
M & S PLUMBING LLC	Plumbing Contractor	50.00
METRO HOME INSUALTION, LLC	Mechanical Contractor	50.00
PROMECH LLC (PL)	Plumbing Contractor	50.00
SABASTIAN AND SONS PLUMBING LLC	Plumbing Contractor	50.00
SKYLINE HEATING & AIR, LLC (ME)	Mechanical Contractor	50.00

Number of Contractor Licenses Requesting Council Approval: 13



City of Robbinsdale

MEMORANDUM

TO: City Council
FROM: Marcia Glick, City Manager
DATE: August 18, 2020
RE: Approval of Credit Card Charges and Payment

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

The attached listings are the credit card payments made in the month of July 2020 representing charges for the period June 11, 2020 through July 10, 2020, for expenses for City operations.

Recommendation

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



Marcia Glick, City Manager

CONCURRENCE:



Jeff Zuba, Finance Director

Council Check Register by GL

Council Check Register and Summary

7/24/2020 -- 7/24/2020

Check # 2020202	Date 7/24/2020	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
			100292 U. S. BANCORP							
		825.00	MISSION CRITICAL TRAINING GARN		155879		1200.6512		Conference & Schools	Police Support Services
			Supplier 120319 MISSION CRITICAL CONCEPTS TRAINING							
		29.99	SWAT VEST KAEHN		155880		1200.6216		Clothing & Personal Equipment	Police Support Services
			Supplier 114711 STREICHER'S							
		72.16	SWAT RAINGEAR STAYCOFF		155881		1200.6216		Clothing & Personal Equipment	Police Support Services
			Supplier 120253 ATLANCO							
		1,008.83	BOOTS, GLOVES		155882		1280.6216		Clothing & Personal Equipment	Fire Prevention / Suppression
		506.59	EYE SHIELD		155883		1280.6216	00091120	Clothing & Personal Equipment	Fire Prevention / Suppression
			Supplier 118043 WPSG							
		102.23	PAINT/LUBRICANT		155884		1567.6214		Operating Supplies	Parks Equipment Maintenance
			Supplier 114258 MENARDS							
		64.48	TRAUMA BACK PACK		155885		1280.6234		Equipment Parts & Supplies	Fire Prevention / Suppression
			Supplier 114295 AMAZON							
		43.99	WINCH HITCH		155886		1567.6214		Operating Supplies	Parks Equipment Maintenance
			Supplier 114866 HARBOR FREIGHT TOOLS							
		403.83	WINCH/BAG		155887		1567.6214		Operating Supplies	Parks Equipment Maintenance
			Supplier 120772 4 WHEEL PARTS							
		825.00	MISSION CRITICAL TRAINING STAY		155888		1205.6512		Conference & Schools	Patrol Services
			Supplier 120319 MISSION CRITICAL CONCEPTS TRAINING							
		9.15	ANIMAL IMPOUND SUPPLIES		155889		1200.6214		Operating Supplies	Police Support Services
			Supplier 116139 WALMART							
		3.21	BANDAIDS		155890		6405.6214		Operating Supplies	Liquor Operations
			Supplier 116577 HYVEE							
		14.00	CARWASHES - ENGINEER/CE		155891		7010.6336		Other Contracts	CG Vehicle Maintenance
			Supplier 119032 CRYSTAL COLLISION							
		16.51	PENCIL BOXES ELECTIONS (COVID)		155892		1035.6214	00091120	Operating Supplies	Elections
		111.93	GLOVES ELECTIONS (COVID)		155893		1035.6214	00091120	Operating Supplies	Elections
		30.83	HAND SANITIZER - P & R (COVID)		155894		1300.6214	00091120	Operating Supplies	Recreation Administration
		30.83	HAND SANITIZER - ELECTIONS (CO		155895		1035.6214	00091120	Operating Supplies	Elections
		30.83	HAND SANITIZER - MAIN (COVID)		155896		7105.6214	00091120	Operating Supplies	CS General Office
		19.99	TRAVEL-SIZE HAND SANITIZER BOT		155897		7105.6214	00091120	Operating Supplies	CS General Office
			Supplier 114295 AMAZON							
		444.00	CARWASHES - POLICE		155898		7010.6336		Other Contracts	CG Vehicle Maintenance
		30.00	CARWASHES - FIRE		155899		7010.6336		Other Contracts	CG Vehicle Maintenance
			Supplier 119032 CRYSTAL COLLISION							
		18.99	DISINFECTANT SPRAY BOTTLES ELE		155900		1035.6214	00091120	Operating Supplies	Elections
		18.99	DISINFECTANT SPRAY BOTTLES P&R		155901		1300.6214	00091120	Operating Supplies	Recreation Administration
			Supplier 114295 AMAZON							
		44.00	CARWASHES - POLICE		155902		7010.6336		Other Contracts	CG Vehicle Maintenance

Council Check Register by GL
Council Check Register and Summary

7/24/2020 -- 7/24/2020

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
2020202	7/24/2020		100292 U. S. BANCORP						Continued...	
		48.39	Supplier 114258 MENARDS		155926		7115.6214		Operating Supplies	CS Government Buildings
		91.98	TV WALL MOUNT		155927		1260.6214		Operating Supplies	Fire Prevention / Suppression
			Supplier 114295 AMAZON							
		39.92	MIRACLE GRO		155928		1605.6214		Operating Supplies	Streetscape
		6.54-	CREDIT GRIP HOOK		155929		1569.6214		Operating Supplies	Parks Turf Maintenance
		26.91	PULLS/HOOKS		155930		1569.6214		Operating Supplies	Parks Turf Maintenance
		6.54	GRIP HOOK		155931		1569.6214		Operating Supplies	Parks Turf Maintenance
			Supplier 114262 THE HOME DEPOT							
		112.00	BOOKS BOILERS		155932		7115.6214		Operating Supplies	CS Government Buildings
		95.59	BOOKS BOILERS		155933		7115.6214		Operating Supplies	CS Government Buildings
			Supplier 114295 AMAZON							
		1,715.25	GATE LVT PARK		155934		7305.6398		Insurance Deductibles	Risk Insurance Operations
			Supplier 115006 BELSON OUTDOORS							
		90.99	MOUSE		155935		7110.6214		Operating Supplies	CS Information Technology
		122.85	DISPLAYPORT ADAPTERS		155936		7110.6214		Operating Supplies	CS Information Technology
		91.90	CARRYING BAGS NEW LAPTOPS		155937		7110.6234		Equipment Parts & Supplies	CS Information Technology
			Supplier 114280 NEWEGG							
		2,423.16	WSG RENEWAL		155938		7110.6332		Maintenance Contracts	CS Information Technology
			Supplier 118470 BARRACUDA							
		158.10	DYMO LABEL PRINTERS		155939		7110.6234		Equipment Parts & Supplies	CS Information Technology
			Supplier 114280 NEWEGG							
		190.29	INK FOR BOOKING PRINTER		155940		1200.6214		Operating Supplies	Police Support Services
			Supplier 119777 LEXMARK							
		22.90	DISPLAYPORT TO HDMI		155941		7110.6214		Operating Supplies	CS Information Technology
			Supplier 114280 NEWEGG							
		56.98	INK FOR BOOKING PRINTER		155942		1200.6214		Operating Supplies	Police Support Services
			Supplier 119777 LEXMARK							
		10.99	PROTECTION PLAN		155943		7110.6234		Equipment Parts & Supplies	CS Information Technology
		98.22	REPLACEMENT UPS BATTERY		155944		7110.6214		Operating Supplies	CS Information Technology
		61.00	WEBCAM		155945		7110.6234		Equipment Parts & Supplies	CS Information Technology
			Supplier 114280 NEWEGG							
		13,164.19								
		13,164.19	Grand Total							
										Payment Instrument Totals
										Checks
										EFT Payments
										13,164.19
										Total Payments
										13,164.19

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City of Robbinsdale

MEMORANDUM

TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: August 18, 2020
RE: City of Robbinsdale Water Utility Rates

Background

In May of 2020, the City of Robbinsdale conducted a Water Utility Rate Study. The goal of the financial study was to establish utility rates that will be adequate to support operations, outstanding debt, and capital improvements. The rate study is a requirement for the Public Facilities Authority loan program to provide necessary information about affordability of loan repayment. The Public Facilities Authority loan application requires City Council to accept year one rate increases and review subsequent rate changes during budget preparation.

Analysis/Conclusion

The City undertook this financial study to understand the funding sources required to complete necessary street reconstruction projects, significant water infrastructure, and continue operations of the utility services. This financial study recommends water utility rates and other revenue that will support operations, debt obligations, and planned future capital improvements. The report provides the key findings and recommendations for the water rates as presented to the City Council in a work session on June 2, 2020 and accepted at the July 21, 2020 City Council meeting.

Recommendation

By motion, waive the reading and order the adoption of the resolution establishing the water rates effective January 1, 2021, as recommended in option 2 of the water utility rate study (shown in attachment 1) and committing to use to fund balance in the event a deficit balance exists to make PFA loan payments.

Marcia Glick, City Manager

CONCURRENCE:

Jeff Zuba, Finance Director

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 18th day of August 2020.

RESOLUTION NO.

A RESOLUTION ESTABLISHING CITY WATER RATES EFFECTIVE JANUARY 1, 2021, AS RECOMMENDED IN OPTION 2 OF THE WATER UTILITY RATE STUDY AND COMMITTING TO USE FUND BALANCE IN THE EVENT A DEFICIT BALANCE EXISTS TO MAKE PUBLIC FACILITIES AUTHORITY LOAN PAYMENTS.

WHEREAS, rate adjustments are needed to properly fund operations and planned capital improvements for the utility system; and

WHEREAS, a temporary revenue shortfall may exist to make Public Facilities Authority loan payment as the rates are implemented;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROBBINSDALE THAT EFFECTIVE FOR ALL USAGE BEGINNING JANUARY 1, 2021:

1. Water rates are increased to align with recommendation provided in water utility rate study option 2 as described in the attachment.

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

and the following voted against the same.

WHEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED THIS 18TH DAY OF AUGUST 2020.

Regan L. Murphy, Mayor

ATTEST:

Sherry O' Donnell, City Clerk

City of Robbinsdale, MN
Water System
Capital Improvement Program

Projects	Project #	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
CAPITAL EQUIPMENT											
Plant #3 Backup Generator	527						60,000				
Water Plant Equipment	599	20,000	20,000								
PROJECTS											
Valve Replacement Program	504	20,000	20,000	20,000	20,000	20,000	20,000	25,000	25,000	25,000	25,000
Well No. 5 - Upgrade	508			28,000							
Reconstruct Tower No. 1	510		3,919,300								
37th Ave Loop Connection	518				35,000						
Replacement of Citywide Water Meters	531	1,840,000	75,000								
Bottineau Light Rail Utility Replacements	536	300,000		200,000					200,000		
Well/Treatment Plants - Replace Doors	537	10,000									
Replacement Drinking Water Wells	540	1,466,350									
Tower 2 (Oakdale) Rehabilitation	541	30,000									
39th Avenue - Upgrade Water Crossing at TH	544	14,000					100,000				
Indiana/36th - Raw Water Line to New Plant	546	50,000	300,000								
Tower #2 - Replacement Tower	548					3,600,000					
Water Efficiency Grants match	549	2,000	2,000	2,000							
Installation of Fiber Routes	550	25,000	25,000	25,000	25,000						
Water Treatment Plant	532	10,000,000	21,762,411	5,000,000							
Future Placeholder											
Actual Water CIP (2020 Dollars)		13,777,350	26,123,711	5,275,000	80,000	3,620,000	180,000	25,000	225,000	25,000	25,000
Inflated CIP		13,777,350	26,141,391	5,297,440	89,989	4,234,888	218,998	31,633	296,085	34,214	35,583

City of Robbinsdale, MN
Water System
Capital Improvement Program

STREET PROJECTS	Project #	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
Lakeview Terrace Park	249		6,000								
Ewing Ave - (27th to 29th)	337										7,790
West Broadway (42nd - 47th)	339								249,000		
France - 31st to 33rd	344								145,380		
County Road 9 - (CR81 to Parkway)	352	55,685									
Xenia/Welcome/41st	370							54,370		416,820	
Yates/Zane/41st Reconstruction	371										340,000
Grimes/Hallfax/Islemount/42nd/43rd	372							567,430			
Drew/McNair - 27th to Lowry	378										
Shoreline/Chowen - CR81 to 43rd	379						380,000				
Lee/Major/37th/39th	381		331,900						221,185		
France/Grimes/Humward/37th/38th	382			455,000							
Chowen Ave - 42nd to Lake Drive	383		119,660								
Xerxes/york - 28th to Parkway	384							326,620			
CR9 - Regent to Broadway	406						199,690				
Oakdale Ave - Broadway to Abbott	430				250,000						
June Ave - 35th to cul de sac	431										
Hubbard Ave - (41 1/2 to CR9)	432						60,000		100,000		
Beard Avenue - 43rd Ave to CR9	438	146,000									
Regent Ave (CR9 to RR)	439			400,000							
Regent Ave 38th to 41st	440				390,000						
41st Ave (RR to Regent)	441				80,000						
West Broadway (40th to CR9)	445			60,000							
41st Ave (RR to CR81)	446			30,000							
Hubbard Ave (41st to 41 1/2)	447						80,000				
38th - Railroad to Hubbard	TBD			66,640							
West Broadway - 37th to 39th	TBD									250,000	
Future Capital (Placeholder)											
Actual Street Water CIP (2020 Dollars)		201,685	457,560	1,011,640	720,000	0	719,690	948,420	715,565	666,820	347,790
Streets Reduction		100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
Target Streets Water CIP		201,685	457,560	1,011,640	720,000	0	719,690	948,420	715,565	666,820	347,790
Inflated Streets CIP		201,685	475,862	1,094,190	809,902	0	875,613	1,200,054	941,635	912,589	495,014
Percent Inflation		4%	4%	4%	4%	4%	4%	4%	4%	4%	4%
Total Target Inflated Project Costs		13,979,035	26,617,253	6,391,630	899,891	4,234,888	1,094,610	1,231,687	1,237,719	946,803	530,596

City of Robbinsdale, MN
Utility Rate Study
Option #2

Water Fund	Actual	2018	Unaudited	Budget	2021	2022	2023	2024	Projected	2025	2026	2027	2028	2029
	2017		2019	2020										
1 Rates Inflation					2.00%	2.00%	2.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
2 Revenue growth assumption - non-usage					1.50%	1.50%	1.50%	1.50%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
3 Investment income yield					3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
4 Expense growth - general and administrative					3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
5 Expense growth - contractual					2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
6 Expense growth - non personnel														
7														
8 Beginning net assets	8,761,594	9,396,390	10,643,810	12,362,352	13,114,099	13,944,191	15,286,850	17,152,116	19,212,024	21,352,234	23,564,771	25,852,461	28,253,360	
9														
10 Operating Revenues														
11 Water sales	1,606,237	1,765,214	1,794,614	1,935,282	2,720,565	3,518,166	4,425,657	4,789,320	4,933,000	5,080,990	5,233,419	5,390,422	5,552,135	
12 Miscellaneous Revenues	115,421	117,738	110,779	116,318	116,318	116,318	116,318	116,318	116,318	116,318	116,318	116,318	116,318	
13 Revenue Due to Growth	0	0	0	6,903	19,329	57,837	69,641	71,730	73,881	76,098	78,381	80,732	83,155	
14 Total Operating Revenues	1,721,658	1,882,952	1,905,393	2,058,503	2,856,212	3,692,321	4,611,616	4,977,368	5,123,199	5,273,406	5,428,118	5,587,472	5,751,608	
15														
16 Operating Expenses														
17 Personnel	225,047	233,982	275,263	269,609	277,697	286,028	294,609	303,447	312,550	321,927	331,585	341,533	351,779	
18 Supplies	57,745	76,310	64,170	101,680	104,750	107,872	360,000	370,800	381,924	393,382	405,183	417,338	429,858	
19 Other	552,104	481,429	533,522	721,621	743,270	765,568	788,535	812,191	836,557	861,654	887,504	914,129	941,553	
20 Depreciation	193,703	207,207	155,170	200,000	1,087,242	1,300,296	1,330,292	1,471,455	1,507,942	1,548,988	1,590,255	1,621,815	1,639,502	
21 Total Operating Expenses	1,028,599	998,928	1,028,125	1,292,910	2,212,939	2,459,764	2,773,436	2,957,893	3,038,973	3,125,961	3,214,527	3,294,815	3,362,692	
22														
23 Net Operations	693,059	884,024	877,268	765,593	643,273	1,232,557	1,838,180	2,019,475	2,084,226	2,147,445	2,213,591	2,292,657	2,388,916	
24 Non operating revenues (expenses)														
25 Interest income	55,928	79,345	109,097	40,000	229,269	142,773	49,596	53,584	62,343	65,922	70,237	100,396	88,944	
26 Net change in value of investments	(15,890)	(7,886)	33,137											
27 Connection Fees	0	385,613	490,449	39,510	40,695	41,916	43,173	44,468	45,802	47,176	48,591	50,049	51,550	
28 Interest and other expenses	(55,745)	(55,185)	(49,965)	(78,356)	(48,745)	(39,499)	(29,894)	(21,113)	(14,925)	(10,025)	(5,988)	(2,687)	(525)	
29 Intergovernmental	51	890	342,879	0	0	0	0	0	0	0	0	0	0	
30 Transfers in / (out)	(42,607)	(39,381)	(84,323)	(15,000)	(34,400)	(35,088)	(35,790)	(36,506)	(37,236)	(37,961)	(38,741)	(39,516)	(40,306)	
31 Total non operating revenue (expenses)	(58,263)	363,396	841,274	(13,846)	186,819	110,102	27,085	40,433	55,984	65,092	74,099	108,242	99,663	
32														
33 Net increase (decrease) in resources	634,796	1,247,420	1,718,542	751,747	830,092	1,342,659	1,865,265	2,059,908	2,140,210	2,212,537	2,287,690	2,400,899	2,488,579	
34 Change in accounting principle														
35 Ending net assets	9,396,390	10,643,810	12,362,352	13,114,099	13,944,191	15,286,850	17,152,116	19,212,024	21,352,234	23,564,771	25,852,461	28,253,360	30,741,939	

City of Robbinsdale, MN
Utility Rate Study
Option #2

Water Fund	Actual	2018	Unaudited	Budget	2020	2021	2022	2023	2024	Projected	2025	2026	2027	2028	2029
1 Rates Inflation						2.00%	2.00%	2.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
2 Revenue growth assumption - non-usage						1.50%	1.50%	1.50%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
3 Investment income yield						3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
4 Expense growth - general and administrative						3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
5 Expense growth - contractual						2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
6 Expense growth - non personnel															
7															
36 CIP Funding															
37 Purchase of Capital Assets	(673,787)	(421,482)	(972,257)	(13,979,035)	(26,617,253)	(6,391,630)	(999,891)	(4,234,888)	(1,094,610)	(1,231,687)	(1,231,687)	(1,231,687)	(1,231,687)	(1,231,687)	(1,231,687)
38 Bond Proceeds	675,259	327,202		1,500,000	0	0	900,000	4,200,000	1,000,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000
39 PFA Loan Proceeds				22,000,000	20,148,061										
40 PFA Loan P&I - 20 years at 1.0%					(732,833)	(1,311,500)	(1,311,500)	(1,311,500)	(1,311,500)	(1,311,500)	(1,311,500)	(1,311,500)	(1,311,500)	(1,311,500)	(1,311,500)
41 Bond P&I - Future - 15 yrs at 2%					(116,738)	(116,738)	(116,738)	(116,738)	(116,738)	(116,738)	(116,738)	(116,738)	(116,738)	(116,738)	(116,738)
42 Bond P&I - Future - 15 yrs at 2.5%															
43 PFA Loan P&I - 20 years at 1.0%						(669,907)	(1,116,511)	(1,116,511)	(1,116,511)	(1,116,511)	(1,116,511)	(1,116,511)	(1,116,511)	(1,116,511)	(1,116,511)
44 Bond P&I - Future - 15 yrs at 3%															
45 PFA Loan P&I - 20 years at 1.0%															
46 PFA Loan P&I - 20 years at 1.0%															
47 Bond P&I - Future - 10 yrs at 2.5%															
48 Bond P&I - Future - 10 yrs at 3.0%															
49 Bond P&I - Future - 10 yrs at 3.0%															
50 Bond P&I - Future - 10 yrs at 3.0%															
51 Bond P&I - Future - 10 yrs at 3.0%															
52 Bond P&I - Future - 10 yrs at 3.0%															
53 Bond Prin - Existing	(390,000)	(255,000)	(315,000)	(350,000)	(365,000)	(365,000)	(385,000)	(285,000)	(175,000)	(185,000)	(185,000)	(185,000)	(185,000)	(185,000)	(185,000)
54															
55 Beginning Cash	3,281,992	3,670,796	4,770,546	5,161,912	15,284,624	9,518,194	3,306,375	3,572,292	4,156,185	4,394,776	4,582,443	4,882,443	5,019,811	5,019,811	4,447,188
56 Add net operations (line 28)	593,059	884,024	877,268	785,593	643,273	1,232,557	1,838,180	2,019,475	2,084,226	2,147,445	2,213,591	2,292,657	2,389,916	2,389,916	2,389,916
57 Add back depreciation (line 25)	193,703	207,207	155,170	200,000	1,087,242	1,300,296	1,330,292	1,471,455	1,507,942	1,548,998	1,590,255	1,621,815	1,639,502	1,639,502	1,639,502
58 Add net non operating (line 35)	(58,263)	363,396	841,274	(13,846)	186,819	110,102	27,085	40,433	55,984	65,092	74,099	108,242	99,663	108,242	99,663
59 Add capital and bond (lines 41-47)	(388,528)	(349,280)	(1,287,257)	9,170,965	(7,683,764)	(8,854,775)	(2,929,641)	(2,947,470)	(3,409,561)	(3,473,868)	(3,540,577)	(4,595,338)	(4,104,131)	(4,595,338)	(4,104,131)
60 Net change in balance sheet items	(51,167)	(5,597)	(195,089)	0	0	0	0	0	0	0	0	0	0	0	0
61 Other investments															
62 Ending Cash	3,670,796	4,770,546	5,161,912	15,284,624	9,518,194	3,306,375	3,572,292	4,156,185	4,394,776	4,582,443	4,882,443	5,019,811	5,019,811	4,447,188	4,471,138
63 Other investments															
64 Ending net assets	9,396,390	10,643,810	12,362,352	13,114,099	13,944,191	15,286,890	17,152,116	19,212,024	21,382,234	23,564,771	25,852,461	28,253,360	30,741,939	30,741,939	30,741,939
65															
66 Target minimum working capital*	727,633	760,826	864,834	1,809,771	3,065,492	3,539,377	3,655,267	4,073,094	4,217,721	4,297,327	4,463,357	4,410,559	4,435,654	4,410,559	4,435,654
67 Actual working capital-cash balance	3,670,796	4,770,546	5,161,912	15,284,624	9,518,194	3,306,375	3,572,292	4,156,185	4,394,776	4,582,443	4,882,443	5,019,811	5,019,811	4,447,188	4,471,138
68 Over (Under) target working capital	2,943,163	4,009,721	4,297,079	13,474,853	6,452,702	(233,002)	(82,975)	83,090	177,054	385,116	556,454	36,629	35,484	36,629	35,484

*Target equals 6 months operating expense, excluding depreciation, and 100% of next year's

Utility Financial Projections
City of Robbinsdale, MN
Option 2

Bi-Monthly Water Rates

Existing 2020		2021	Proposed				2026	2027	2028	2029
Percentage Increase			2022	2023	2024	2025	3.00%	3.00%	3.00%	3.00%
Flat Rates Residential/Multi-Family										
	12.28	16.58	20.72	23.83	24.55	25.28	26.04	26.82	27.63	28.46
	Commercial									
	12.28	16.58	20.72	23.83	24.55	25.28	26.04	26.82	27.63	28.46
Usage Rates Residential/Multi-Family										
	0.67	1.16	1.82	2.58	2.66	2.74	2.82	2.91	3.00	3.08
	Capital Surcharge per 1,000 gallons									
	0-12,000 gallons	3.63	4.90	6.13	7.04	7.26	7.47	7.70	7.93	8.17
	12,001 - 26K gallons	4.87	6.57	8.22	9.45	9.73	10.03	10.33	10.64	10.96
	26,001 - 40K gallons	6.31	8.52	10.65	12.25	12.61	12.99	13.38	13.78	14.20
	>40,001 gallons	9.23	12.46	15.58	17.91	18.45	19.00	19.57	20.16	20.76
Commercial										
	0.67	1.16	1.82	2.58	2.66	2.74	2.82	2.91	3.00	3.08
	Capital Surcharge per 1,000 gallons									
	All Usage, per 1,000 gallons	3.63	4.90	6.13	7.04	7.26	7.47	7.70	7.93	8.17
Irrigation										
	0.67	1.16	1.82	2.58	2.66	2.74	2.82	2.91	3.00	3.08
	Capital Surcharge per 1,000 gallons									
	0-20,000 gallons	6.31	8.52	10.65	12.25	12.61	12.99	13.38	13.78	14.20
	>20,001 gallons	9.23	12.46	15.58	17.91	18.45	19.00	19.57	20.16	20.76

Impact Analysis on Water Rate Payers

		Existing 2020		Proposed						
		2021	2022	2023	2024	2025	2026	2027	2028	2029
BI-MONTHLY UTILITY BILL EXAMPLE										
Residential Property 8,000 gallons bi-monthly Base Charge Capital Surcharge Water Usage	\$ 12.28	\$ 16.58	\$ 20.72	\$ 23.83	\$ 24.55	\$ 25.28	\$ 26.04	\$ 26.82	\$ 27.63	\$ 28.46
	5.39	9.27	14.56	20.67	21.29	21.93	22.59	23.26	23.96	24.68
	29.04	39.20	49.01	56.36	58.05	59.79	61.58	63.43	65.33	67.29
Total Bi-Monthly Utility Bill	\$ 46.71	\$ 65.05	\$ 84.28	\$ 100.86	\$ 103.88	\$ 107.00	\$ 110.21	\$ 113.51	\$ 116.92	\$ 120.43
\$ Increase/(Decrease)		18.34	19.23	16.57	3.03	3.12	3.21	3.31	3.41	3.51
% Increase/(Decrease)		39%	30%	20%	3%	3%	3%	3%	3%	3%
Residential Property 20,000 gallons bi-monthly Base Charge Capital Surcharge Water Usage	\$ 12.28	\$ 16.58	\$ 20.72	\$ 23.83	\$ 24.55	\$ 25.28	\$ 26.04	\$ 26.82	\$ 27.63	\$ 28.46
	13.48	23.18	36.39	51.67	53.22	54.82	56.46	58.16	59.90	61.70
	82.52	111.40	139.25	160.14	164.94	169.89	174.99	180.24	185.65	191.22
Total Bi-Monthly Utility Bill	\$ 108.28	\$ 151.16	\$ 196.36	\$ 235.64	\$ 242.71	\$ 249.99	\$ 257.49	\$ 265.22	\$ 273.18	\$ 281.37
\$ Increase/(Decrease)		42.88	45.21	39.28	7.07	7.28	7.50	7.72	7.96	8.20
% Increase/(Decrease)		40%	30%	20%	3%	3%	3%	3%	3%	3%
Commercial Property 20,000 gallons bi-monthly Base Charge Capital Surcharge Water Usage	\$ 12.28	\$ 16.58	\$ 20.72	\$ 23.83	\$ 24.55	\$ 25.28	\$ 26.04	\$ 26.82	\$ 27.63	\$ 28.46
	13.48	23.18	36.39	51.67	53.22	54.82	56.46	58.16	59.90	61.70
	72.60	98.01	122.51	140.89	145.12	149.47	153.95	158.57	163.33	168.23
Total Bi-Monthly Utility Bill	\$ 98.36	\$ 137.77	\$ 179.62	\$ 216.39	\$ 222.88	\$ 229.57	\$ 236.46	\$ 243.55	\$ 250.86	\$ 258.38
\$ Increase/(Decrease)		39.41	41.86	36.77	6.49	6.69	6.89	7.09	7.31	7.53
% Increase/(Decrease)		40%	30%	20%	3%	3%	3%	3%	3%	3%

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City of Robbinsdale

MEMORANDUM

To: Mayor and City Council

From: Marcia Glick, City Manager

Date: August 18, 2020

Subject: Sacred Heart Church Fun Fest

Background

Sacred Heart Church submitted a block party application for their annual "Fun Fest" event. The event is scheduled for Saturday, September 12, 2020 from 2:00 p.m. to 7:00 p.m. (Note that the event is one day only this year and for a lesser amount of time than 2019.) There will be no live entertainment and no road closures are requested.

The Public Works Director/City Engineer approves noting that there are no closures proposed. It is suggested that the church place barricades across all openings to the parking lot to indicate vehicle access not permitted, and also provides a degree of protection to attendees. Emergency vehicle access must be maintained.

The Fire Marshal approves noting that if cooking under tents, they must be fire rated and must provide the fire rating certificate. There must be up-to-date fire extinguishers at all cooking locations.

The Police Captain approves without the need to hire Police Officers for coverage due to the event being only in the afternoon, but since there will be alcohol served there will be Police Reserves present.

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, approve the request for the Sacred Heart Church annual Fun Fest, Saturday, September, 12, 2020, 2:00 p.m. to 7:00 p.m. including temporary liquor and food licenses.

Marcia Glick, City Manager

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City of Robbinsdale

MEMORANDUM

TO: City Council
FROM: Marcia Glick, City Manager
DATE: August 18, 2020
RE: Voucher Requests Pending Approval for Disbursement

The check register dated August 18, 2020 reflects the voucher requests pending approval for disbursement.

The check register dated August 5, 2020 through August 18, 2020 is a list of vouchers requiring payment for City funds, Deputy Registrar, liquor, and miscellaneous purchases. The payments are required prior to the next Council meeting.

Recommendation

By motion approve disbursement requests for period ending August 18, 2020.

Marcia E. Glick

Marcia Glick, City Manager

CONCURRENCE:

Jeff Zuba, Finance Director

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City of Robbinsdale

MEMORANDUM

TO: Mayor and City Council
 FROM: Marcia Glick, City Manager
 DATE: August 18, 2020
 RE: Proposed Spending Plan for Federal CARES Act Local Funding

Background

The City of Robbinsdale has received \$1,113,228 in federal CARES Act local funding to assist the City with extraordinary expenses caused by our actions to respond to the COVID-19 pandemic.

Analysis/Conclusion

While the overall guidance to lawfully spend these federal funds has been a bit vague when receiving almost \$1.1 million dollars in grant funding, staff have been able to create a proposed CARES Act spending plan, which we believe best serves the city government, residents and businesses. After attending various webinars and reviewing other metro area cities spending plans, our plan seems to be consistent for the use of funds. The proposed plan is as follows:

1. Emergency Rental Assistance—Staff propose to allocate \$100,000 to PRISM for an emergency rental assistance program. Information regarding assistance provided to Robbinsdale residents through 3/1 and need is expected to be available at the meeting.
2. Emergency Small Business Assistance—Staff propose to allocate \$100,000 to develop an Emergency Small Business Assistance Program. In most programs this is a lottery after considering assistance which a business may have already received through other grant programs.
3. Community Testing Program—Staff will work with our colleagues at North Memorial Health Hospital to provide financial assistance for the COVID-19 testing program with \$250,000 of CARES funding. Information regarding uncovered costs is expected to be available at the meeting.
4. Internal General Government Cost Reimbursement—The final spending plan is internal general government costs. This spending category will be used to reimburse the City for expenses related to our response to the pandemic, such as employee costs, material costs and other contracted service costs. This category of spending will be \$663,228; or about 60 percent of our total CARES funding. If guidance changes or clarifies our expectations for what costs will be eligible for our category 4 spending, staff will advise the Council and propose a shift to other categories.

Recommendation

No action is required at this meeting. The purpose of this information was to allow for informal discussion.

Marcia Glick, City Manager

CONCURRENCE:

Jeff Zuba, Finance Director