City of Robbinsdale

CITY COUNCIL MEETING
September 18, 2018
4100 Lakeview Avenue North
Robbinsdale, Minnesota
7:00 p.m.

A G E N D A

CITIZEN PARTICIPATION

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

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

A) PUBLIC HEARINGS: Public hearings are conducted so that the public affected by a proposal may have input into the decision. During hearings, all affected residents will be given an opportunity to speak pursuant to the RULES OF PROCEDURE AND DECORUM OF THE CITY COUNCIL.

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

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

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

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1. CITY COUNCIL MEETING CALLED TO ORDER

2. ROLL CALL: Rogan, Selman, Backen, Blonigan, Mayor Murphy

3. **MICROPHONE CHECK:** Blonigan, Rogan, Selman, Backen, Mayor Murphy

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

5. APPROVAL OF THE SEPTEMBER 18, 2018 MEETING AGENDA

6. **CONSENT AGENDA:** Pursuant to Council rules, one motion, non-debatable, will approve the recommendation noted. Any member of the Council may ask for an item to be taken from the Consent Agenda for discussion and separate action. Such items removed from the Consent Agenda shall be considered immediately following approval of the balance of the Consent Agenda:

A.	Motion to approve and order placed on file minutes of the City Council meeting on 09/04/18, the regular Council work session on 09/04/18 and the work session on 09/11/2018.	1-10
B.	Motion to approve and order placed on file minutes of the Robbinsdale Parks, Recreation & Forestry Commission meeting on 6/26/18.	11
C.	Motion to approve issuance of licenses from list dated 09/18/18.	12-13
D.	Hold the second reading and adopt the Ordinance No. 18-10 "AN ORDINANCE ADDING BREW PUB LICENSE FEES TO THE CITY FEE SCHEDULE."	14-16 ORD. 15
E.	Second Reading Ordinance 18-09 and 18-08	17-20
	• Hold second reading of Ordinance 18-09 "AN ORDINANCE REZONING 3900 36TH AVENUE NORTH FROM R-B, RESIDENTIAL BUSINESS TO B-1, NEIGHBORHOOD COMMERCIAL."	ORD. 18
	• Hold second reading of Ordinance 18-08 "AN ORDINANCE AMENDING SECTION 520.01 SUBDIVISION 4 OF THE B-1 NEIGHBORHOOD COMMERCIAL DISTRICT TO INCLUDE THE SALE OF VINYL RECORDS, SECOND HAND, USED OR CONSIGNMENT WEARING APPAREL, ACCESSORIES, COSTUME JEWELRY, SHOES, BOOTS AND FURNITURE WITH STANDARDS AND LICENSING REQUIREMENTS.	ORD. 19
F.	Motion to authorize the Mayor and City Manager to sign the School Resource Officer Agreement between the Independent School District 281 and the City of Robbinsdale.	21-24
G.	Motion to authorize the City Manager and Finance Director to issue a Purchase Order to Midway Ford	25-26

Commercial of Roseville, Minnesota for the purchase of a 2018 Ford F-350 4x4 Regular Cab DRW XL and Chassis for a new amount of $26,540.00 + tax and license. The license shall be obtained from the Robbinsdale Deputy Register.
Further, the City Manager and Finance Director by authorized to issue a Purchase Order to Aspen Equipment of Bloomington, Minnesota for body and equipment for an amount of $36,709.00.

H. Motion to authorize the Mayor and City Manager to execute a Limited Use Agreement in favor of the property owners of 3659 Perry Avenue North for the provision of animal containment and privacy with conditions. 27-30

I. Motion to approve the Wicked Wort Brewing Company (4165 West Broadway) temporary liquor, temporary food for grilling by Wicked Wort, and outdoor entertainment license applications for their event on Saturday, October 6, 2018, with conditions. 31-32

J. Motion to approve Travail's planned event on their parking lot for Saturday, October 13, from 4 p.m. – 10 p.m. with conditions. 33

7. **PRESENTATION**

A. There are no presentations scheduled.

8. **PUBLIC HEARING**

A. On-Sale Wine License for Steven Carlyle, dba Wicked Wort Brewing Company, 4165 West Broadway 34
1. Conduct the public hearing and take public comment.
2. Motion to approve the issuance of the On-Sale Wine License for Steven Carlyle,

9. **OLD BUSINESS**

A. There is no old business.

10. **New BUSINESS**

A. Hold the first reading of ordinance No. 18-XX conforming City Code to City Charter regarding 1st meeting of the year. — 35-37, ORD.36

1. "AN ORDINANCE AMENDING CITY CODE REGARDING THE FIRST CITY COUNCIL MEETING FOLLOWING AN ELECTION TO CONFORM WITH CITY CHARTER AND ADDING PROCESS TO CHANGE REGULAR MEETING DATES."

B. Proposed 2019 General Fund and Debt Service Property Tax Levies. — 38-50

1. Motion to waive the reading and order the adoption of the Resolution XXXX "A RESOLUTION SETTING THE PROPOSED 2019 GENERAL FUND AND DEBT SERVICE PROPERTY TAX LEVIES AND CERTIFYING IT TO HENNEPIN COUNTY." — RES. 50

C. Proposed 2019 HRA Property Tax Levy. — 51-52

1. Motion to waive the reading and order the adoption of the Resolution XXXX "A RESOLUTION ADOPTING THE PROPOSED 2019 HOUSING AND REDEVELOPMENT AUTHORITY (HRA) PROPERTY TAX LEVY FOR CERTIFICATION TO HENNEPIN COUNTY." — RES. 52

D. Scheduling a date for the Truth-in-Taxation Budget Meeting. — 53-54

1. Motion to waive the reading and order the adoption of the Resolution XXXX "A RESOLUTION SCHEDULING THE DATE FOR THE TRUTH-IN-TAXATION BUDGET MEETING FOR THE 2019 BUDGET AND PROPERTY TAX LEVY." — RES. 54

E. Resolution to Authorize Bond Sale

1. Motion to waive the reading and order the adoption of the Resolution XXXX "A RESOLUTION PROVIDING FOR THE ISSUANCE AND SALE OF GENERAL OBLIGATION BONDS SERIES 2018A, IN THE PROPOSED AGGREGATE PRINCIPAL AMOUNT OF $3,175,000." — 55-82, RES. 72

11. OTHER BUSINESS

A. Voucher Request Pending Approval for Disbursement 83

1. Motion to approve disbursement requests for period ending 09/18/18.

B. Enterprise and Capital Project Funds Budget, and CIP Plan Work Sessions 84

1. Motion to set a series of Work Sessions to discuss the Proposed City Managers Budget for 2019 Enterprise and Capital Project Funds, and the 2019-2023 Capital Improvement Plan, for the dates listed along with a follow-up session.

12. ADMINISTRATIVE REPORTS

13. COUNCIL GENERAL COMMUNICATIONS

14. ADJOURNMENT

Marcia E. Glick

Marcia Glick, City Manager

ITEMS PENDING OR UNDER STUDY FOR COUNCIL CONSIDERATION

ITEM	DEPARTMENT RESPONSIBILITY	ANTICIPATED AGENDA DATE
Public Hearing on Special Assessments	Administration	10/02/18
2nd Reading Fee Schedule	Administration	10/02/18
2nd Reading for Garbage Amendment	Administration	10/02/18
Recreation Presentation	Recreation	10/16/18

City of Robbinsdale
CITY COUNCIL MINUTES
September 4, 2018
Meeting No. 18

CALL TO ORDER

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

ROLL CALL

2. Present: Blonigan, Rogan, Selman, Backen Mayor Murphy
   Staff: Marcia Glick, City Manager; Meagan Donahue, Assistant to City Manager; Rick Pearson, Community Development Coordinator

OPPORTUNITY FOR THE PUBLIC

3. Mayor Murphy opened the floor to anyone wishing to speak on any items not on the agenda.
4. Karen Thereau – 4034 Shoreline Dr. – Requesting more information about the reconstruction of the alley behind her home. Thereau would like to see letters go out with more information about potential costs and financing options.

APPROVAL OF AGENDA

5. Glick reported that **Consent Q,** addressing food permits for September 10th Meet and Greet, was added to the agenda.

6. Member Blonigan **MOVED,** seconded by Member Backen to approve the agenda with the addition as noted above. **The vote was unanimous and the motion carried.**

CONSENT AGENDA

7. Member Selman **MOVED,** seconded by Member Backen to approve the Consent Agenda. **The vote was unanimous and the motion carried.**

   Items approved are as follows:

   A. Motion to approve and order placed on file minutes of the City Council meeting on 08/21/18 and the Budget Review work session on 08/23/18.

   B. Motion to approve issuance of licenses from list dated 09/04/18.

   C. Motion to acknowledge the Robbinsdale Wine & Spirits financial reports for the month of July 2018.

   D. Motion to acknowledge the Deputy Registrar's financial reports for the month of July 2018.

   E. Motion to approve the August 2018 payment for City credit card charges.

F. Motion to set a Public Hearing to certify the assessment roll for delinquent utilities for Tuesday, October 2, 2018 at 7 p.m. at Robbinsdale City Hall and authorize the City Clerk to publish the public hearing notice in the official paper of the City and send notices to the affected property owners.

G. Motion to set a Public Hearing to certify the assessment roll for forced tree removal for Tuesday, October 2, 2018 at 7 p.m. at Robbinsdale City Hall and authorize the City Clerk to publish the public hearing notices to the affected property owners.

H. Motion to set a Public Hearing to certify the assessment roll for emergency water and sewer repairs, and required sump pump repairs for Tuesday, October 2, 2018 at 7 p.m. at Robbinsdale City Hall and authorize the City Clerk to publish the public hearing notice in the official paper of the City and send notices to the affected property owners.

I. Motion to set a Public Hearing to certify the assessment roll for unpaid administrative penalties for Tuesday, October 2, 2018 at 7 p.m. at Robbinsdale City Hall and authorize the City Clerk to publish the public hearing notice in the official paper of the City and send notices to the affected property owners.

J. Motion to set a Public Hearing to certify the assessment roll for unpaid code enforcement costs for Tuesday, October 2, 2018 at 7 p.m. at Robbinsdale City Hall and authorize the City Clerk to publish the public hearing notice in the official paper of the City and send notices to the affected property owners.

K. Motion to set a Public Hearing to certify the assessment roll for unpaid repeat nuisance call fees for Tuesday, October 2, 2018 at 7 p.m. at Robbinsdale City Hall and authorize the City Clerk to publish the public hearing notice in the official paper of the City and send notices to the affected property owners.

L. Motion to set a Public Hearing to certify the assessment roll for unpaid housing maintenance code violations for Tuesday, October 2, 2018 at 7 p.m. at Robbinsdale City Hall and authorize the City Clerk to publish the public hearing notice in the official paper of the City and send notices to the affected property owners.

M. Motion to authorize the Mayor and City Manager to execute the First Amendment to Subscription Agreement between Minnesota Solar CSG1 and City of Robbinsdale.

N. Motion to approve Resolution No. 7665 “OPPOSING THE CONCEPT OF ALLOWING STRONG BEER, SPIRITS & WINE TO BE SOLD, FOR OFF PREMISE CONSUMPTION, AT ANY OUTLET OTHER THAN THE MUNICIPAL LIQUOR STORE.”

O. Motion to receive information about events at Graeser Park (September 11th event is also sponsored by Robbinsdale Historic Society.)

P. Motion to hold the first reading of Ordinance 18-11 “AN ORDINANCE AMENDING VARIOUS SECTIONS OF THE ROBBINSDALE FEE SCHEDULE.”

Q. Motion to authorize the city clerk to waive fees and issue temporary food service permits required for the annual Robbinsdale Chamber of Commerce Meet & Greet event.

Presentation

8. **No presentations**

Public Hearing – Permit – Chickens – 5023 42 ½ Ave N

9. Glick presented the staff report

10. Mayor Murphy opened the public hearing. No one came forward.

11. Member Selman **MOVED,** seconded by Rogan to close the public hearing. **The vote was unanimous and the motion carried.**

12. Member Rogan **MOVED,** seconded by Backen to approve the issuance of a permit for chickens at 5023 42 ½ Ave N with conditions listed in the report. **The vote was unanimous and the motion carried.**

NEW BUSINESS A Appeal of zoning language concerning the use of 2721 Parkview Blvd.

13. Pearson reviewed the staff report and gave options for the Council to consider. He also referred to the Planning Commission meeting where 16 people came up to speak about the situation and only one of the people reported a negative impact about the housing situation. He went on to clarify the definition of an R-1 single family zoning district and the definition of a family. In order to allow the current use, the City would have to amend the code and update the R-1 district.

14. Member Backen questioned if a conditional use permit could help this situation? He also commented about the double lot the Kyle’s house sits on and if there is any way that can play into the situation.

15. Pearson stated that the City currently does not have language for a conditional use permit that would fit this unique situation. The city would have to do research to

create language for a conditional use permit that wouldn't potentially cause the City issues down the road.

16. Member Blonigan questioned if the definition of "family" were re-defined, would that create unintended consequences?

17. City Attorney Andrew Biggerstaff responded that if a new ordinance was passed and people who are compliant with the current laws, but would be an illegal living situation under the new ordinance, they would be given legal non-conformity.

18. Member Selman points out that this has been going on for 16 years and we have been given a lot of supportive info for what the Kyle's have done. However, if the City isn't able to figure out a way to make this work, then the Kyle's should be able to have a reasonable transitional period to help the people currently living with them find a new place to go.

19. Paul and Hilary Kyle – 2721 Parkview Blvd –thanked the Council for the opportunity to speak and Paul read a prepared statement describing their mission to open their home to people in need and explained to the Council that he and his wife do this, not for money, but to help people for the love of God. He described the contact with city staff and view of the option reducing the number of guests at the home. He hoped that there would be a way for them to stay in Robbinsdale. He concluded his presentation by stating that if the City isn't able to help figure out a way for them to keep doing what they are doing, within reason, they will have to put their house on the market and move somewhere where they are able to continue to help.

20. Paul Kyle asked the Council if he could sing a song. Mayor Murphy allowed and Mr. Kyle proceeded to sing and play his guitar for the Council and audience.

21. Mayor Murphy thanked Mr. Kyle for the song and wants to find a way to make this work because he doesn't want to see good people forced to leave Robbinsdale. He noted concern that in trying to find a solution for the Kyles could result in problems at other properties.

22. Member Rogan noted that this is a large home and wondered if other cities have found regulations to address this type of use.

23. Glick said the City will try to come up with a solution that would address both the neighbor's concerns and something that the neighborhood has found successful.

24. Pearson said the City can suspend code enforcement efforts during study of a city code amendment and suggested the Kyle's talk with their neighbors to help figure out a solution that would make everyone happy.

25. Council members indicated support for exploring ways to legitimize the use while preserving community standards. Staff estimated the process would take months.

26. Member Backen **MOVED**, seconded by Member Selman to agreeing with the Planning Commission and adopting Resolution 7666 Á RESOLUTION DENYING THE APPEAL BASED UPON THE FINDINGS THAT THE CITY CODE EXPRESSLY DEINES THE TERM “FAMILY” IN A LAWFUL MANNER AND, PURSUANT TO THE PLAIN LANGUAGE OF SAID DEFINITION, THE USE OF THE PROPERTY LOCATED AT 2721 PARKVIEW AVENUE NORTH IS NOT IN CONFORMANCE WITH THE PERMITTED USES IN THE R-1 SINGLE FAMILY RESIDENTIAL DISTRICT” and directing staff investigate additional options whether a conditional use permit considering the size of the property increasing the number of people at a home in R1and that there be no code enforcement actions during the study regarding this specific problem, and that further evaluation include paring impacts.

27. Member Rogan stated that there are many “problem properties” in the City of Robbinsdale and there are more complaints with similar situations and we need to consider what may sound good but there are unexpected repercussions. We need to find a balance that won’t cause issues down the line.

28. Member Selman thanked Mr. Kyle and informed them that the City is going to do some research, but they want to take this issue cautiously to be sure not to create bigger issues. Commend the people who have been with you in the past and other neighbor support.

29. Member Backen agreed he hoped there would be a solution though we need to be careful.

30. Member Blonigan complimented the Kyle’s and that he is impressed with their neighbors and the support they have been given. He would also like to revisit the city code’s definition of “family” in the future as noted in the City Attorney’s memo. He also noted that he agreed with the comments from the public other than the ultimate legal result.

31. Upon a vote being taken, **the vote was unanimous and the motion carried.**

<u>NEW BUSINESS B – Rules related to large item disposal and curbside pick-up</u>

32. Glick reviewed the staff report and noted that the issue has become increasingly worse.

33. Member Rogan asked if there is a way to determine a site is being used as a transfer station.

34. Glick informed the Council that it seems to be consistently happening at rental properties and there are several rental properties currently on our radar.

35. Mayor Murphy suggested increasing sticker prices or only allowing so many stickers to be set out at a time at each property.

36. The rest of the Council Members expressed that they don't want to increase sticker prices yet and want to figure out a more organized way.

37. Member Rogan **MOVED,** seconded by Member Blonigan to hold the first reading of ORDINANCE 18-11 "AN ORDIANCE AMENDING SECTION 605 OF THE CITY CODE RELATED TO GARBAGE AND REFUSE TO CLARIFY RULES RELATED TO LARGE ITEM DIPOSAL."

OTHER BUSINESS A: Motion to approve disbursement requests for period ending 07/17/18.

38. Member Backen **MOVED**, seconded by Member Rogan to approve disbursement requests for period ending 09/04/18. **The vote was unanimous and the motion carried.**

ADMINISTRATIVE REPORTS

39. Glick reminded everyone of the Meet and Greet event next Monday, September 10th and about the road closures during the event.

40. Graeser Park event for tonight was relocated to Wicked Wort due to weather.

COUNCIL COMMUNICATIONS

41. No communications from members of the Council.

ADJOURNMENT

42. Member Blonigan **MOVED,** seconded by Member Selman to adjourn the meeting at 08:29 p.m. **The vote was unanimous and the motion carried.**

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Meagan Donahue, Recorder Regan L. Murphy, Mayor

ROBBINSDALE CITY COUNCIL
WORK SESSION MINUTES
TUESDAY, September 4, 2018
COMMUNITY MEETING ROOM
CITY HALL

1. The work session was called to order by Mayor Pro Tem Rogan at 8:35 p.m.

2. Councilmembers Present: Blonigan, Rogan, Selman, Backen, Mayor Murphy
   Staff Present: Marcia Glick, City Manager; Larry Jacobson, Finance Director Jacobson;
   Richard McCoy, Public Works Director; Jeff Zuba, Accountant;
   Rick Pearson, Community Development Coordinator
   Meagan Donahue, Assistant to City Manager

REVIEW: 2019 Proposed Budget and Tax Levy

3. Finance Director Jacobson provided information for the proposed budget and updates made from the last budget meeting. After removing all new position and capital requests, and adjusting other revenues and expenses, the projected deficit is $285,512 for 2019. The maximum levy would be set on September 18. Council indicated support for including a new patrol officer mid-year.

UPDATE: Pilot Program for Organics Recycling

4. Glick reviewed the information collected from waste management. The Council all agreed it is easier to bypass the pilot and just have people start signing up for the Organics Recycling service and giving them only the option of using the carts at $6.00 more a month.

MONTHLY UPDATE: Problem Properties

5. Community Development Coordinator Pearson reviewed the list of problem properties. Council suggested removing 3900 36th Ave N. as that problem has been addressed and new owner is working on cleaning up the property.

MONTHLY UPDATE: 2018 Goals

6. Glick discussed the highlighted areas on the report noting that the project at Hollingsworth Park is supposed to start on Monday.

OTHER BUSINESS

7. Backen provided an update about the Crystal Cub; the liquor store will be located inside of the cub building. North Memorial is going to be moving into the old Chalet Liquor store near Cub.
8. Mayor Murphy requested that Member Backen set up the "Go Fund Me" for the mural
9. Blonigan expressed his disappointment with the area under the bridge at Crystal Lake. He would like the City to look into options to finish fixing up the area.

ADJOURNMENT

10. Mayor pro-tem Rogan adjourned the work session at 10:30 pm.

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Meagan Donahue, Recorder Dan Rogan, Mayor Pro Tem

ROBBINSDALE CITY COUNCIL
WORK SESSION MINUTES
TUESDAY, September 11, 2018

1. The work session was called to order by Mayor Pro Tem Rogan at 7:20 p.m.

2. Councilmembers Present: Blonigan, Rogan, Selman, Backen, Mayor Murphy
   Staff Present: Marcia Glick, City Manager; Larry Jacobson, Finance Director Jacobson;

REVIEW: 2019 Proposed Budget Communications

3. Council members reviewed staff draft of communications regarding the 2019 budget and provided suggestions. Consensus on a final draft which will be included in the regular meeting discussion on September 18th.

ADJOURNMENT

4. MOVED by Member Selman, second by Member Backen to adjourn the work session at 7:37pm.

Meagan Donahue, Recorder

Dan Rogan, Mayor Pro Tem

Proposed 2019 Robbinsdale Budget

The following information is provided to create a better understanding of the cost of basic city governmental services and how they impact the city's property tax levy.

The city uses property taxes to pay for about 59% of the basic services it provides to residents and businesses. Another 21% of the revenue is aid provided from the state of Minnesota (Local Government Aid (LGA) for cities of our size and characteristics. The final 20% is from fees and other income. The City receives Fiscal Disparities* distribution which reduces the net tax levy.

This year the city council has proposed an increase of 7.4% in the net general fund property tax levy. The budget for 2019 maintains core city services at current levels and includes some new items as well:

- One new police officer
- Cost of living wage increase
- "Catch up" wage increases bringing us in line other cities
- Health Insurance increases

We also have an increase to pay back loans for recent road construction projects, replacement of public works equipment and a new fire truck. The equipment purchases (fire truck, two dump/plow trucks and other utility trucks) replace vehicles and equipment at the end of their useful life – ranging from 10-30 years.

The Robbinsdale Economic Development Authority (REDA) also has a small increase to help their activity (purchase blighted properties, maintain and improve downtown)

Adding up all three categories (general fund, debt service, REDA levy) the impact to the average valued home of $188,000 is an increase of $92.52 per year ($7.71 per month).

Despite this year's increase, for the eight year period **from 2011-2019 taxpayers have seen a modest net property tax increase average of 2.18% per year**. The 2019 proposed budget also uses $285,000 from reserves to help buffer the tax impact to residents and business owners while maintaining a sound "savings" account for the city.

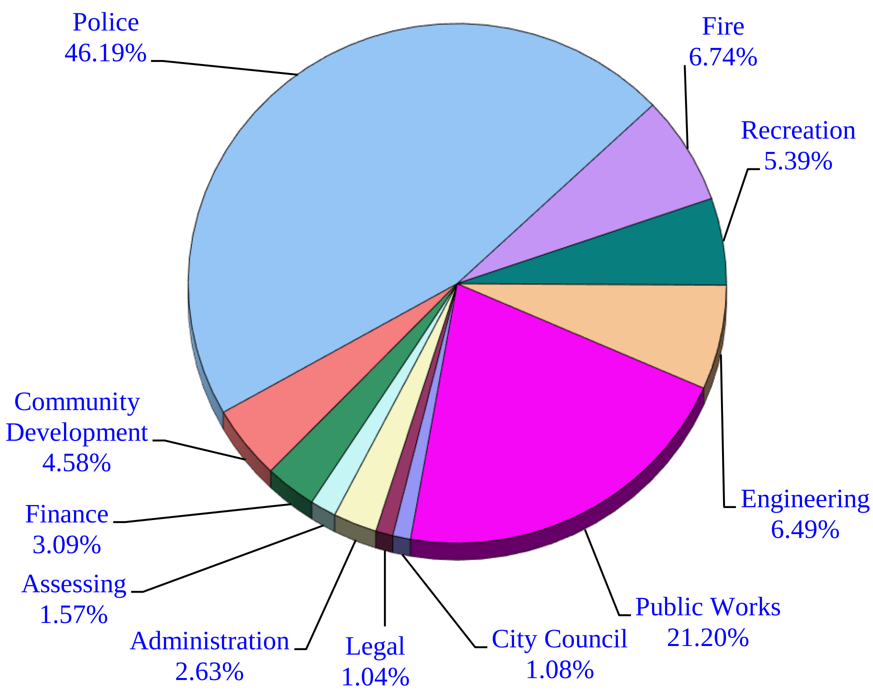
The graph on the reverse side illustrates the expenditure portion for each service category.

The City of Robbinsdale's proposed budget can be reviewed at City Hall during business hours or it can be reviewed at www.robbinsdalemn.com/finance. A link to information on fiscal disparities* can also be found at this city website link.

Prepared by the City of Robbinsdale

Please contact the city with questions regarding this notice.
Larry Jacobson, Finance Director Phone: (763) 531-1215
E-mail: LJacobson@robbinsdalemn.com

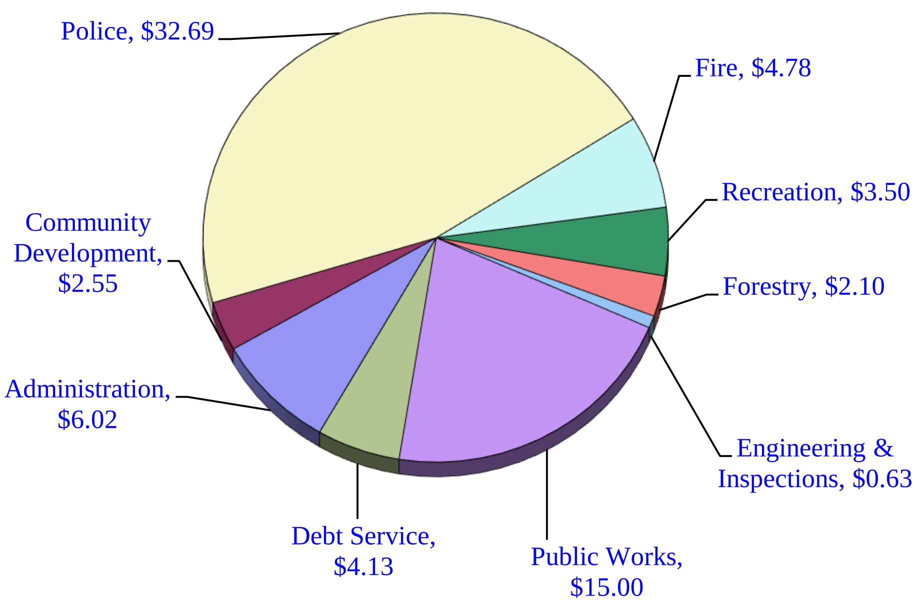
2019 Proposed General Fund Expednditure Budget



Basic Governmental Services Estimated Monthly Cost ($71.40)

2019 Estimated Property Taxes

For a Median Valued Home ($188,000)



Public Works = street maintenance, park maintenance and forestry
Administration = council, administration, elections, assessing and finance
Recreation= programming, City Band and Historic Library building.
Engineering = inspections and engineering
Community Development = planning, zoning and code enforcement

City of Robbinsdale

ROBBINSDALE PARKS, RECREATION & FORESTRY COMMISSION

MINUTES

Tuesday, June 26, 2018

The Parks, Recreation, and Forestry Commission, is an advisory commission to the City Council on matters relating to the City's parks system, recreation programs, and forestry activities.

1) Commission Meeting Called to Order at 7:04 pm by Commissioner Friederich
   Present: Lesli Andersen, Nikki Friederich, Colleen Patterson, Brenda Rodgers, Miles Toth
   Absent: none
   Staff: Marshall, Director of Administrative and Recreation Services

2) Approval of the minutes of the regular meeting of April 24, 2018. There was no meeting on May 22, 2018. Patterson motioned approval, second by Andersen. All ayes.

3) New Business
   A) Commissioner Toth commented about putting up a Purple Martin House for birds in the open space on the north side of Lakeland Ave and West Broadway Ave. He currently owns one and supports calling Gopher One to mark utilities before digging. Marshall stated he will discuss at a management meeting, and reminding that when a resident has approval for use on public property, the repair and maintenance of the item on public property is the responsibility of the resident, otherwise city staff can remove it.

4) Old Business
   A) Arbor Day- Marshall thanked Commissioners for their contributions and time at the event. He noted there were more people this year, approximately 48, than last year. It was noted that as the City Forester asked questions about trees, some enthusiastic answers came from the kids present. A Swamp White Oak was planted by City Hall.

   B) Hollingsworth Park- update of Memorial Garden Project- Phase 1: city staff is waiting for at least two vendor quotes on project installation, and that it will be delayed until after Whiz Bang Days.

   C) Sochacki Park-Dog Park project- city staff is working with vendors on fence installation quotes and schedule. Commissioners talked about future requirements for dogs to be able to use the dog park and need for owner responsibilities to keep it clean and in good condition. Marshall noted city staff is in charge of installing the fence while it will be run by Three Rivers Park District.

5) Department Report- Marshall informed Commissioners that this would be his last PRF Commission meeting as he has resigned his position due to health issues and that he has enjoyed working with them. Recreation activity registrations are up a bit for summer baseball instruction programs and Sanborn summer playground program. On July 28 & 29 Three Rivers Park District will hold a Park Expo event at Sochacki Park from 1-5 pm both days. City plans regarding use of the space at Triangle Park, now that the pool has been removed, will continue; and Commissioners agreed that the space plan does not need to be expensive or expansive, maybe as simple as wildflowers planted and a picnic table or seating area. Marshall noted to see him if interested in being an Election Judge this year.

6) Adjournment. Toth motioned adjournment of the meeting at 7:20 pm, second by Andersen. All ayes.

The next meeting is scheduled for 7:00 p.m. Tuesday, August 28, 2018 at Sanborn Park Shelter Building.

Pam Schmitz, staff liaison

City of Robbinsdale

TO: Mayor and City Council

FROM: Marcia Glick, City Manager

DATE: September 18, 2018

RE: Approval of Licenses

Background:

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

Recommendation:

By motion approve issuance of licenses dated September 18, 2018.

Marcia E. Glick

Marcia Glick, City Manager

CONCURRENCE:

Kate Croteau

Kate Croteau, City Clerk

INDIVIDUAL LICENSES FOR COUNCIL APPROVAL

09/18/2018

Current Date: 9/13/2018

Type	Applicant	License Fee
Temporary Food - Individual	The Dawg House Hot Dog Catering Company	50.00

Number of Licenses Requesting Council Approval: 1

CONTRACTORS' LICENSES FOR COUNCIL APPROVAL

09/18/2018

Applicant	Type	License Fee
ALL WAYS DRAINS LTD	Plumbing Contractor	50.00
CRAIG LABELLE PLUMBING LLC	Plumbing Contractor	50.00
J-BERD MECHANICAL CONTRACTORS INC (ME)	Mechanical Contractor	50.00
J-BERD MECHANICAL CONTRACTORS INC (PL)	Plumbing Contractor	50.00
MIKE'S CUSTOM MECHANICAL INC (ME)	Mechanical Contractor	50.00
MIKE'S CUSTOM MECHANICAL INC (PL)	Plumbing Contractor	50.00
MINT ROOFING INC	Roofing Contractor	50.00

Number of Contractor Licenses Requesting Council Approval: 7

City of Robbinsdale

TO: Mayor and City Council

FROM: Marcia Glick, City Manager

DATE: September 18, 2018

RE: Second Reading Ordinance Setting Fees For Brew Pubs

Background:
Last summer the City Council passed an ordinance updating the Intoxicating Liquor regulations to add Brew Pubs and adding a special provision for on-sale wine in a brew pub. First reading of the ordinance setting fees for brew pubs was held on August 21, 2018.

Analysis/Conclusion:
City Code references the brew pub license to apply to the beer portion of sales at the facility. The recommendation is for the brew pub on and off sale license fees to be the same as those for a brewery. Licenses issued mid-year are pro-rated per city code.

Recommendation:
Hold the second reading and adopt the Ordinance No. 18-10 "**AN ORDINANCE ADDING BREW PUB LICENSE FEES TO THE CITY FEE SCHEDULE**" (shown in Exhibit 1)

Marcia Glick, City Manager

Member __________ moved and Member _________ seconded a motion that the following Ordinance, which was given its first reading on August 21, 2018, be given its second reading this 18th day of September, 2018, and that it be adopted.

ORDINANCE NO. 18-10

AN ORDINANCE ADDING BREW PUB LICENSE FEES TO THE CITY FEE SCHEDULE

THE CITY OF ROBBINSDALE DOES ORDAIN:

Section 1. That Appendix B Robbinsdale Ordinance Code and General Fee Schedule be amended to add Brew Pub On-Sale and Brew Pub Off-Sale License Fees as shown in Attachment 1.

Section 2. That the following summary clearly informs the public of the intent and effect of the ordinance and is approved for publication: "The purpose of this ordinance is to add license fees for brew pub beer sales."

First Reading: YEAS: Backen, Blonigan, Rogan, Selman, Mayor Murphy

NAYS: None.

Second Reading: YEAS:

NAYS:

Passed by the City Council this 18th day of September, 2018.

____
Regan L. Murphy, Mayor

ATTEST:

____
Kate Croteau, City Clerk

(SEAL)

Attachment 1

Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee
LIQUOR AND BEER – CHAPTER XII				
Intoxicating Liquor: Off-sale, Municipal Liquor Dispensary Only – 1205.01, Subd. 5				
Intoxicating Liquor: 1205.01, Subd. 5 & 6 Off-sale, Municipal Liquor Dispensary – Off-sale, Brewer or Brew Pub Off-Sale Malt Liquor Off-sale Microdistillery	License	Administration	12/31	$100/brewer or brew pub off-sale $300/microdistillery
Intoxicating Liquor – 1205.07 (NOTE: Public hearing required for increase in liquor fees)	License	Administration	12/31	$5,800/on-sale $300/on-sale club/0-1,000 members $500/on-sale club/1,001 + members $2,000/on sale wine only $550/brewer taproom or brew pub on-sale $300/cocktail room $200/Sunday on-sale (pro-rate qtly) $50/temporary, non-profit only $50/temporary, small brewer or microdistillery for social event
Intoxicating Liquor, Investigation – 1205.07	Fee	Police Department		$500 to $10,000 out-state (for all new intoxicating liquor license applications, including wine). $250 renewal This fee does not apply to Special Sunday or Temporary
3.2% Malt liquor – 1215.03 (NOTE: Public hearing required for increase in liquor fees)	License	Administration	12/31	$100/off-sale $550 on-sale only $50/temporary, non-profit only
3.2% Malt Liquor, Investigation – 1215.05	Fee	Police Department	12/31	$100/off sale only $500/on-sale only $250 on-sale renewal
Entertainment – 1200.25	License	Administration	12/31	$150

MEMORANDUM

TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: September 18, 2018
RE: SECOND READINGS

- An Ordinance rezoning 3900 36th Ave. N. from R-B Residential business to B-1, Neighborhood commercial;
- An Ordinance amending the B-1, Neighborhood commercial district allowing the sale of vinyl records and other vintage merchandise including furniture, décor, holiday decorations, costume jewelry and art.

BACKGROUND:

Betsy & Dan Ruppert-Kan have purchased 3900 36th Ave. N. For the intended use of the property which includes:

- Vinyl record retail sales (both new and used), online ordering and storage.
- Vintage merchandise including furniture, décor, holiday decorations, costume jewelry and art display

The property will be rezoned back to B-1, Neighborhood commercial and the B-1 district standards amended to allow used items including the vintage vinyl records (which is the focus of the business) as a conditional use that was created for limited paperback book and antique sales.

ANALYSIS/CONCLUSION:

The Ordinances are ready for their second readings. The rezoning ordinance is included as **Exhibit 1** and the Ordinance amending the B-1 district is included as **Exhibit 2**. A question regarding the record inventory came up during the first reading. Originally, staff understood most of the inventory would be used. Subsequently, staff was told new inventory would be included. To promote flexibility, the ordinance will allow both without specifying proportions.

Through all of the discussions, the proposed use has been very positively received, and therefore, the applicants have proceeded with the conditional use permit review for the details of the development of the site. The conditional use permit public hearing is scheduled for September 20 with the Planning Commission.

RECOMMENDATION:

1. Hold the **SECOND READING** of the Ordinance shown in **Exhibit 1** rezoning the property at 3900 36th Ave. N. from R-B to B-1, Neighborhood commercial; and
2. Hold the **SECOND READING** of the Ordinance shown in **Exhibit 2** amending Section 520.01, Subd. 4(f) to include the retail sale of vinyl records, second hand, used or consignment wearing apparel, accessories, costume jewelry, shoes, boots and furniture in the B-1 district with standards and licensing requirements.

Marcia Glick, 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 August 21, 2018 be read and adopted this 18th day of September, 2018.

ORDINANCE NO. 18-09

AN ORDINANCE REZONING 3900 36th AVENUE NORTH FROM R-B, RESIDENTIAL BUSINESS TO B-1, NEIGHBORHOOD COMMERCIAL

THE CITY COUNCIL OF THE CITY OF ROBBINSDALE DOES ORDAIN:

1. That Section 550.07 "R-B" District Subdivision 1 of the Robbinsdale City Code shall be amended with language to be removed lined out and subsequent sections renumbered as follows:

   (d) **Crystal Lake Heights**:
   ~~(1) That part of Lots 5 and 6 lying east of the west 110 feet thereof, Block 6.~~
   ~~*(3900 36th Ave. N.)*~~

2. That Section 550.10 "B-1" District Subdivision 1 of the Robbinsdale City Code shall be amended with additional language shown in bold and underlined and subsequent sections renumbered as follows:

   (b) **Crystal Lake Heights:**
   (3) That part of Lots 5 and 6 lying east of the west 110 feet thereof, Block 6.
   (3900 36th Ave. N.)

3. **That the following summary clearly informs the public of the intent and effect of the Ordinance and is approved for publication:**

   Rezone 3900 36th Ave. N. from R-B Residential business to B-1, Neighborhood commercial.

First Reading: YEAS: Backen, Blonigan, Rogan, Selman, Mayor Murphy
NAYS: None.

Second Reading: YEAS:
NAYS:

PASSED AND ADOPTED BY THE CITY COUNCIL THIS 18th DAY OF SEPTEMBER, 2018.

____
Regan L. Murphy, Mayor

ATTEST:

____
Kate Croteau, City Clerk
(Seal)

Member ___________ moved and Member __________________ seconded a motion that the following Ordinance which was given its first reading on August 21, 2018 be read and adopted this 18th day of September 2018.

ORDINANCE NO. 18-08

AN ORDINANCE AMENDING SECTION 520.01 SUBDIVISION 4 OF THE B-1 NEIGHBORHOOD COMMERCIAL DISTRICT TO INCLUDE THE SALE OF VINYL RECORDS, SECOND HAND, USED OR CONSIGNMENT WEARING APPAREL, ACCESSORIES, COSTUME JEWELRY, SHOES, BOOTS AND FURNITURE WITH STANDARDS AND LICENSING REQUIREMENTS

THE CITY COUNCIL OF THE CITY OF ROBBINSDALE HEREBY ORDAINS:

1. **That Section 520.01, Subd. 4** of the Robbinsdale City Code shall be amended with additional language shown in bold and underlined and language to be removed shown by strikeout:

   (f) **Retail sale of** ~~L~~limited paperback book~~,~~**; new and used vinyl records; second hand, used or consignment wearing apparel, accessories, costume jewelry, shoes, boots, furniture;** and antique sales provided that:

   (1) the retail area be no larger than 1,500 gross square feet;

   (2) there is no outside storage;

   (3) adequate screening from neighboring uses and landscaping is provided in accordance with subsection 515.25, subdivision 2 of this code;

   (4) all parking areas be hard surfaced and have six inch high poured concrete curb and gutter installed around the perimeter.

   (5) there is conformance with licensing requirements under Section 1135.05

2 **That the following summary clearly informs the public of the intent and effect of the Ordinance and is approved for publication:**

The B-1 Neighborhood commercial district is amended to include the retail sale of vinyl records; second hand, used or consignment wearing apparel, accessories, costume jewelry, shoes, boots and furniture in the B-1 district with standards and licensing requirements.

First Reading:	YEAS: NAYS:	Blonigan, Rogan, Selman, Backen, Mayor Murphy None
Second Reading:	YEAS: NAYS:	

PASSED AND ADOPTED BY THE CITY COUNCIL THIS 18TH DAY OF SEPTEMBER, 2018.

Regan L. Murphy, Mayor

ATTEST:

Kate Croteau, City Clerk
(Seal)

City of Robbinsdale

MEMORANDUM

TO: Mayor and City Council

FROM: Marcia Glick, City Manager

DATE: September 18, 2018

RE: School Resource Officer Agreement

Background:
The City of Robbinsdale Police Department annually provides a School Resource Officer to Robbinsdale Middle School to help the School District deter and prevent crime and violence. The Safe Schools Levy provides monetary funds to school districts to hire school resource officers to address, violence, crime and safety related issues within schools. The 12-month agreement will cover the 2018-2019 school year.

Recommendation:
Motion to authorize the Mayor and City Manager to sign the School Resource Officer Agreement between the Independent School District 281 and the City of Robbinsdale.

Marcia Glick

Marcia Glick, City Manager

CONCURRENCE:

Meagan Donahue

Meagan Donahue, Assistant to City Manager

SCHOOL RESOURCE OFFICER AGREEMENT BY AND BETWEEN THE INDEPENDENT SCHOOL DISTRICT 281 AND THE CITY OF ROBBINSDALE

THIS AGREEMENT made this day of 1st day of July, 2018 by and between the INDEPENDENT SCHOOL DISTRICT 281, a school district, (hereinafter "School District") and the CITY OF ROBBINSDALE, a public corporation and political subdivision of the State of Minnesota, (hereinafter "City").

Recitals

1. The City and the School District desire to deter and prevent crime and violence within its middle school in the City of Robbinsdale by engaging the services of a school resource officer ("Program").

2. The Safe Schools Levy provides monetary funds to school districts to hire school resource officers to address violence, crime and safety related issues within schools.

3. To that end, the City and the School District desire to collaboratively provide safe school services.

NOW, THEREFORE, the City and the School District agree as follows:

Terms

4. **TERM OF AGREEMENT AND TERMINATION.**

   4.1 The Term of this Agreement shall be for a twelve month period from July 1, 2018 to June 30, 2019.

   4.2 Either Party may terminate this agreement upon a sixty (60) day written notice to the other of such termination. In the event of a termination, any payments due shall be prorated.

5. **LEVY.** The School District will levy the maximum amount permitted by law to the property tax payers in the Robbinsdale School District to help fund the school resource officer position(s).

6. **PROGRAM FUNDING.** By May 1 of each year the School District will meet with the Chief Law Enforcement Officers of each community providing liaison services to the School District to allocate available funds to support the cost for the officers for the next school year. The City will invoice the School District for the first half of the payment on January 1 and for the second half of the payment on June 30. The funding provided for the 2018-2019 school year to the City will be $67,357 per FTE.

7. **SCHOOLS SERVED.** The Robbinsdale Middle School at 3730 Toledo Ave North, Robbinsdale, Minnesota will receive school resource officer services under this Agreement.

8. **OFFICER SELECTIONS.** The City will, depending on staffing levels, employ or assign, in accordance with all applicable state laws, the police officers that will participate in or serve as employees in the School Resource Officer program. The City will employ or assign one (1) FTE officer to serve as school resource officer during the regular school year (170 student days) covered by the term of this agreement and payment of $67,357 for Robbinsdale Middle School pursuant to paragraph 6 of this Agreement. The number of police officers serving in the school resource officer position at the Robbinsdale Middle School may be modified upon the written agreement of the City and the School District.

9. **OFFICER COMPENSATION.** The City will be responsible for all payments regarding compensation, benefits, pension plans and withholdings for its officers serving in the school resource officer capacity at the Robbinsdale Middle School.

10. **DUTIES OF THE OFFICER.** The list of duties and work schedule of the school resource officer(s) shall be developed and agreed upon by the City and the School District. The School Resource Officer position is a designated "school official" with regard to the Family Educational Rights and Privacy Act while under contract and providing School Resource Officer services to the School District. The law enforcement services provided to the School District will be at the sole discretion of the City. Officer standards of performance, conduct and discipline of the officer, performance reviews and other internal matters related to enforcement services shall be under the authority of the City. The School District shall provide the City with a written appraisal of the services rendered by the school resource officer at the end of each contract term. The School District shall immediately notify the City in writing of any performance deficiencies or inappropriate conduct of the liaison. All disciplinary action shall be under the authority of the City. Time spent in excess of eight (8) hours will be on a specific, case-by-case basis and requiring the advance approval of the City and the School District.

11. **ADDITIONAL OFFICER DUTIES.** The school resource officer(s) will respond to emergency calls, attend police training, and any other special duties as assigned by the City while fulfilling the school resource officer requirements under this Agreement.

12. **OFFICER SUPPLIES AND EQUIPMENT.** The City shall provide any required clothing, uniforms and vehicles, necessary to perform required duties as outlined pursuant to section 10 of this Agreement.

13. **INDEMNIFICATION.** Except for claims arising out of the willful acts of malfeasance in office, willful neglect of duty or bad faith of the other party or its representatives, each party shall indemnify and defend the other party against all claims, expenses, and liabilities incurred, including reasonable attorney fees, related to claims for loss of life, personal injury, and/or damage to property arising out of any occurrence in, upon, or at the Robbinsdale Middle School in accordance with the execution of the school resource officer duties under this Agreement. Neither party waives any defenses or immunities available under Minnesota Statutes Chapter 466.

14. **NOTICE.** Any notice, demand, request or other communication that may or shall be given or served by the parties, shall be deemed to have been given or served on the date the same is deposited in the United States mail, registered or certified postage prepaid and addressed as follows: If to the City: Attn: Police Chief, Robbinsdale Police Department, 4101 Hubbard Avenue N., Robbinsdale, MN 55422; If so to the School District, Attn: Finance Director, Business Office, 4148 Winnetka Avenue N., New Hope, MN 55427.

15. **ENTIRE AGREEMENT; AMENDMENTS.** This Agreement constitutes the entire agreement between the parties and no other agreement prior to this agreement or contemporaneous herewith shall be effective except as expressly set forth or incorporated herein. Any purported amendment shall not be effective unless it shall be set forth in writing and executed by both parties.

IN WITNESS WHEREOF, the City of Robbinsdale and the Independent School District #281 have caused this Agreement to be executed by their respective duly authorized officers.

CITY OF ROBBINSDALE	**INDEPENDENT SCHOOL DISTRICT 281**
By ______________________	By ______________________
Mayor	Board Chair
By ______________________	By ______________________
City Manager	Superintendent
Date ______________________	Date ______________________

MEMORANDUM

TO: Mayor and City Council

FROM: Marcia Glick, City Manager

DATE: September 18, 2018

SUBJECT: Accept Quote for Replacement of Public Works Vehicle – City Project 8075

Background:

Part of the approved 2018 Capital Equipment Budget is the replacement of a vehicle in the Public Works Department for use with general City maintenance including snow and ice control.

The proposed vehicle is a 2018 Ford F-350 4x4 Regular Cab DRW XL. The selected vehicle will have a 6.2L V8 Gasoline engine that will achieve fuel economy of between 12 and 15 mpg. This engine is equipped with the ability to use E85 fuel. This vehicle will have a small dump body and be used for transportation of bulk materials such as fill, sand, topsoil on general maintenance of infrastructure throughout the City. During winter, a tailgate mounted salter / sander and adjustable plow will allow the vehicle to perform snow removal in cul-de-sacs, parking lots and assist with other general street and alley plowing. The proposed new vehicle will replace existing Unit #113 which is a 2006 Ford vehicle with a V8 gasoline engine and 39,200 miles. The proposed purchase is a Government Contract item (C-53 Contract #135919).

The pre-tax base price for the vehicle cab and chassis is $ 33,540.00 which has been obtained through Midway Ford Commercial of Roseville, Minnesota. This cost will be offset by the trade value of $ 7,000.00 for the existing unit.

There is an additional cost of $ 36,709.00 for the provision of the body and equipment. This work is also available on Government Contract (Contracts #135838 and 73056) with pricing obtained through Aspen Equipment of Bloomington.

In summary, the total proposed net expenditure for the vehicle and fitting out as outlined in the report is $ 64,980.60.00 including tax and license on the vehicle (approximately $1,731.60). The approved budget for this overall project is $ 80,000.00. Staff recommends the purchase of the vehicle and equipment as outlined in the report. The vehicle will be licensed at the Robbinsdale Deputy Register.

Recommendation:

By motion, authorize the City Manager and Finance Director to issue a Purchase Order to Midway Ford Commercial of Roseville, Minnesota for the purchase of a 2018 Ford F-350 4x4 Regular Cab DRW XL and Chassis for a net amount of $ 26,540.00 + tax and license. The license shall be obtained from the Robbinsdale Deputy Register.

Further, the City Manager and Finance Director be authorized to issue a Purchase Order to Aspen Equipment of Bloomington, Minnesota for body and equipment for an amount of $ 36,709.00.

Marcia Glick

Marcia Glick, City Manager

CONCURRENCE:

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

MEMORANDUM

TO: Mayor and City Council

FROM: Marcia Glick, City Manager

DATE: September 18, 2018

SUBJECT: Limited Use Agreement – 3659 Perry Avenue

Background:

While performing survey work for the Noble Avenue reconstruction project, it was found that the side fence for the property at 3659 Perry was substantially within the Right-of-Way (ROW) without any record of permission or approval to be located in this location. City staff has subsequently been corresponding with the property owner to have the fence removed or for the owner to seek formal approval to allow for a fence encroachment.

The property owner has now submitted a request to construct a new cedar fence, 6' in height within the 37th Avenue ROW. The proposed fence would be set back 6½' from the curb (the existing fence is much closer). It is the understanding of staff that the need for the fence is to provide a contained area for the owner's dog and to provide for some privacy in the back yard of the property. It should be noted that this property is very narrow (approximately 38½' wide)

Usage of the ROW for this type of purpose requires approval of a Limited Use Agreement by City Council.

The property owner has submitted a plan noting the proposed fence location relative to street and buildings on the property. A view of the existing conditions as portrayed on Google Streetview has been included as *Attachment 1* along with copy of the submitted plan with additional notes and embellishment to denote the encroachment area being sought has been included as *Attachment 2*.

Given the relatively low volume of traffic using this street, the absence of impact to any underground utilities presently in the boulevard (there are none), no anticipated adverse impact to sight distances to either the alley or the intersection of 37th and Perry, and that the proposal will be an improvement over current conditions, staff is willing to support the application subject to the regular conditions that accompany a Limited Use Agreement along with some specific conditions relative to this site.

Consequently staff recommends that City Council authorize execution of a Limited Use Agreement by the Mayor and City Manager to allow the provision of the proposed fence within the 37th Avenue ROW subject to standard conditions in addition to removal of the existing wire fence and that no storage or parking of vehicles be permitted in any part of the ROW on the remaining concrete pad adjacent to the approved area.

Recommendation:

By motion, authorize the Mayor and City Manager to execute a Limited Use Agreement in favor of the property owners of 3659 Perry Avenue North for the provision of animal containment and privacy, consisting of a 6' tall cedar fence within the 37^{th} Avenue ROW subject to standard conditions in addition to removal of the existing wire fence and that no storage or parking of vehicles be permitted in any part of the ROW on the remaining concrete pad adjacent to the approved area.

Marcia Glick

Marcia Glick, City Manager

CONCURRENCE:

RMcM

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

Attachment 1

Attachment 2

LOT SURVEYS COMPANY, INC.

LAND SURVEYORS

REGISTERED UNDER LAWS OF STATE OF MINNESOTA

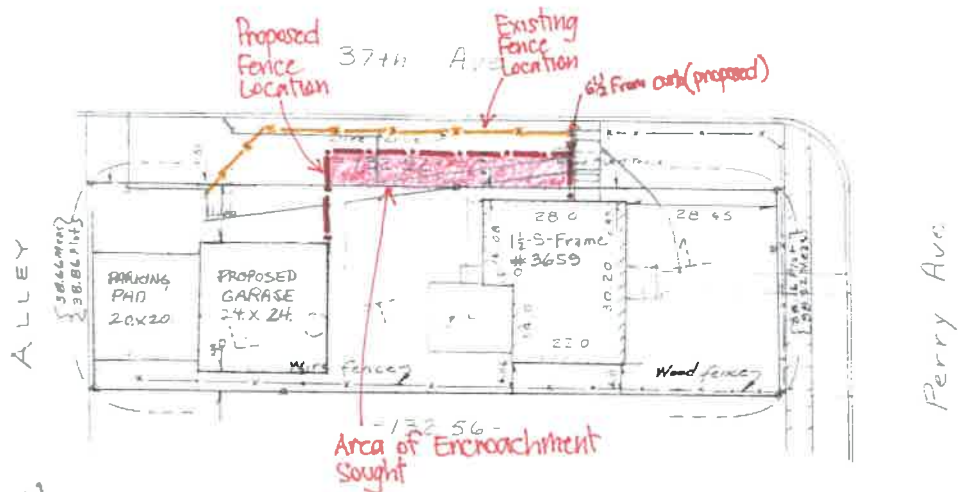
7601 - 73rd Avenue North 560-3093

Minneapolis, Minnesota 55428

INVOICE NO 25195
F. B. NO 432/59-60
SCALE 1" = 20'
0 – DENOTES IRON

CHARLES FOUKES

Surveyors Certificate



3659 Perry Ave No.

Lot 1, Block 6, RESIDENCE PARK

The only easements shown are from plats of record or information provided by client.

We hereby certify that this is a true and correct representation of a survey of the boundaries of the above described land and the location of all buildings and visible encroachments, if any, from or on said land.

Surveyed by us this 29th day of August 19 89

Signed [signature]
Raymond A. Prasch, Minn. Reg. No. 6743

City of Robbinsdale

MEMORANDUM

TO:	Mayor and City Council
FROM:	Marcia Glick, City Manager
DATE:	September 18, 2018
RE:	Wicked Wort Event on 10/6/18

Background
Steven Carlyle, Wicked Wort Brewing Company, 4165 West Broadway, submitted an event request to be held on their parking lot on Saturday, October 6, 2018 from 12:00 noon until 12:00 midnight.

No streets are requested to be closed. Attendance is estimated to be approximately 1,500 people, per the event application. Required city licenses are temporary liquor, temporary food (and county) and outdoor entertainment. All guest ID's will be checked.

Food vendors – Wicked Wort will be grilling brats, hot dogs and polish sausage, and serving soft pretzels with cheese. Two other food vendors will be present, Drawn to Smoke and Mama Donato's Wood Fired Pizza. All food vendors require city and county licenses, and the City Clerk's office will ensure all licenses are obtained. There will be no cooking under tents.

Live entertainment by bands would be playing outside from 2:00 p.m. until 11:00 p.m. If music or amplification devices are to be used, City Code sections 2005.13 (loud speaker devices) and 2005.15 (parties, gatherings) apply, which means no music (outside) after 10:00 p.m. unless approved by Council. The application notes that an accordion player will also be playing inside and on the patio from 5:00 p.m. until 7:00 p.m. There will be games and activities, such as bag toss and giant Jenga.

Analysis/Conclusion
The Police Chief recommends the presence of two Robbinsdale Police Officers beginning at 6:00 p.m. and coverage ending a half hour past the parking lot event end time. The application states the parking lot event end time is midnight with the band playing until 11:00 p.m. The Police Officer coverage would be two officers @ $70/hour for each to be paid by the Wicked Wort with the city paying half the cost due to this being a community invited event.

The Public Works Director/City Engineer approves with the conditions of no vehicles being allowed to park in the Wicked Wort parking lot in order to maximize space and safety for patrons. Barricades, or some kind of barriers, should be placed at the Wicked Wort parking lot entrances off Hubbard Avenue, as well as a separation between the event and Hackenmueller's parking area.

Emergency vehicle access and adequate exiting for patrons is required to be maintained at all times, per the Fire Marshal.

Immediate clean-up and appropriate disposal of garbage required. The entertainment application states that On-Site Sanitation will provide sanitary services outside.

Recommendation

Approve the Wicked Wort Brewing Company (4165 West Broadway) temporary liquor, temporary food for grilling by Wicked Wort, and outdoor entertainment license applications for their event on Saturday, October 6, 2018, with the following conditions:

- Two on-site Police Officers beginning at 6:00 p.m. with coverage ending 30 minutes past the parking lot event end time which is stated on the application as midnight. The city would pay the cost of one officer as this qualifies as a community event.
- Outdoor music or amplification devices ending at 11:00 p.m. and outdoor alcohol service ending at 11:30 p.m.
- Outdoor portable restrooms, including handicap accessibility, to be ordered and paid for by Wicked Wort, and should be contained within the outdoor area of the event site.
- All other vendors required to obtain separate licenses.

Marcia Glick

Marcia Glick, City Manager

CONCURRENCE:

Kate Croteau

Kate Croteau, City Clerk

City of Robbinsdale

TO: Mayor and City Council

FROM: Marcia Glick, City Manager

DATE: September 18, 2018

RE: Travail Event – October 13, 2018

Background

Bob Gerken and Mike Brown, owners of Travail Kitchen, 4124 West Broadway, submitted an application to host an event on their parking lot on Saturday, October 13, 2018 from 4:00 p.m. until 10:00 p.m. They are expecting approximately 400 people.

Analysis/Conclusion

They are not requesting to block any roadways or the alley. Guests would mingle inside the building and on the parking lot. Attendees will be asked to use Uber/LYFT/taxi and carpool. Travail will reach out to EMI and other area businesses to use their parking lots for over-flow.

Food would be included in the admission fee. Alcohol will be available for purchase. All food and beverage would be contained on their property, so no additional licensing is needed.

There will be a polka band playing inside. Travail already has an entertainment license. No other entertainment is planned as of the writing of this memo.

Portable restroom units would need to be rented given the anticipated attendance. ADA is met by the restrooms within the building.

Per the police chief, since there is no outside entertainment and it's not officially a "community event", the police chief doesn't feel that paid police officer presence is necessary. If Travail would like police presence, they can certainly request it.

The Fire Department approval would be subject to a final on-site inspection once set-up is complete.

Recommendation

Approve Travail's planned event on their parking lot at 4124 West Broadway on Saturday, October 13, 2018 from 4:00 p.m. until 10:00 p.m. with the following conditions-

- No blocking of any roadways or alleyways.
- All food and beverage must be contained on the property.
- No outside entertainment.
- Portable outdoor restrooms required.
- Successful Fire Department inspection prior to the start of the event.

Marcia Glick

Marcia Glick, City Manager

CONCURRENCE:

Kate Croteau

Kate Croteau, City Clerk

TO: Mayor and City Council

FROM: Marcia Glick, City Manager

DATE: September 18, 2018

RE: Public Hearing: On-Sale Wine License for Steven Carlyle, dba Wicked Wort Brewing Company, 4165 West Broadway

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BACKGROUND

An application was submitted for an on-sale wine license for Steven Carlyle, dba Wicked Wort Brewing Company, 4165 West Broadway, Robbinsdale. A public hearing is required for new liquor licenses. The public hearing notice was published in the Sun Post on September 6, 2018.

ANALYSIS/CONCLUSION

Wicked Wort is applying for an on-sale wine license so that they are able to sell cider, per the Minnesota Department of Alcohol and Gambling Enforcement. Wicked Wort is also planning to install a kitchen, which then allows them to become a brew pub. They will need to surrender their brewery license in order to make this change. The city is approving the city on-sale wine license, which will be issued contingent upon becoming a brew pub. Once Wicked Wort becomes a brew pub then they can apply for their state on-sale wine license.

Typically a background investigation would be completed for a new license, but since Wicked Wort already has a brewery license a new investigation was not done. This fall, Wicked Wort will be applying for renewals for 2019, so an annual background investigation will be done at that time.

Staff will ensure that all requirements are fulfilled.

RECOMMENDATION

1. Hold the public hearing and consider testimony from the public.
2. By motion, approve the issuance of the On-Sale Wine License for Steven Carlyle, dba Wicked Wort Brewing Company, 4165 West Broadway, Robbinsdale, after Wicked Wort becomes a brew pub with a state on-sale wine license.

Marcia Glick

Marcia Glick, City Manager

CONCURRENCE:

Kate Croteau

Kate Croteau, City Clerk

City of Robbinsdale

TO: Mayor and City Council

FROM: Marcia Glick, City Manager

DATE: September 18, 2018

RE: First Reading Ordinance Conforming City Code to City Charter Regarding 1st Meeting of the Year

Background:
City Charter Section 3.01 was amended in 1991 (the previous time that January 1 landed on a Tuesday) as follows: ~~On~~ At the first ~~business day of~~ regularly scheduled council meeting in January following a regular municipal election, the ~~council shall meet at the usual placed and time for the holding of council meetings. At this time the~~ newly elected members of the council shall assume their duties.

Similar language is found in City Code and it has not been amended to match the City Charter change.
200.07. First meeting. The first meeting of the council following a regular municipal election is held on the first business day of January. At that meeting the council must designate an official newspaper and depositories for official funds. The council may appoint committees as it deems necessary.

Analysis/Conclusion:
City Code and City Charter should conform to avoid confusion.
In addition, the City Council regularly adjusts meeting dates to avoid elections, holidays and other known conflicts. However, this is not specified as an option in city code. City Charter merely requires that the City Council meet twice a month and is not specific as to which days.

Recommendation:
Hold the first reading of Ordinance No. 18-__ conforming City Code to City Charter regarding 1st meeting of the year "AN ORDINANCE AMENDING CITY CODE REGARDING THE FIRST CITY COUNCIL MEETING FOLLOWING AN ELECTION TO CONFORM WITH CITY CHARTER AND ADDING PROCESS TO CHANGE REGULAR MEETING DATES" shown as Exhibit 1.

Marcia Glick

Marcia Glick, City Manager

Member __________ moved and Member _________ seconded a motion that the following Ordinance, which was given its first reading on September 18, 2018, be given its second reading this ____ day of __________, 2018, and that it be adopted.

ORDINANCE NO. 18-__

AN ORDINANCE AMENDING CITY CODE REGARDING THE FIRST CITY COUNCIL MEETING FOLLOWING AN ELECTION TO CONFORM WITH CITY CHARTER AND ADDING PROCESS TO CHANGE REGULAR MEETING DATES

WHEREAS, the City Council meeting dates need to change related to election dates, National Night Out National Holidays, and other circumstances; and

WHEREAS, the City Charter was amended in 1991 reflecting that the first regular meeting of the year is not required to take place on the first business day of the year;

THE CITY OF ROBBINSDALE DOES ORDAIN:

Section 1. That City Code section 200.01 is hereby amended to read as follows:

200.01. Regular and special meetings. Regular meetings of the council are typically held on the 1st and 3rd Tuesday of each month in the council chambers of the city hall at 7:00 p.m. The City shall keep a schedule of its regular meetings at City Hall. The City Council may adjust meeting dates and times by council motion, and shall provide notice for such meetings pursuant to Minnesota Statutes, section 13D.04, subd. 2. Meetings may be adjourned from time to time to a specified date or subject to the call of the mayor or any three members of the council upon at least twelve hours' notice to each member of the council and subject to the provisions of law. Regular and special meetings of the council are held in compliance with section 3.01 of the charter. Meetings of the council are open to the public.

Section 2. That City Code section 200.07 is hereby amended to read as follows:
200.07. First meeting. ~~The first meeting of the council following a regular municipal election is held on the first business day of January.~~ At the first regularly scheduled council meeting in January following a regular municipal election, newly elected members of the council shall assume their duties. At ~~that~~ the first meeting of each year the council must designate an official newspaper and depositories for official funds. The council may appoint committees as it deems necessary.

Section 2. That the following summary clearly informs the public of the intent and effect of the ordinance and is approved for publication: "The purpose of this ordinance is clearly identified in the ordinance title."

First Reading: YEAS:

NAYS:

Second Reading: YEAS:

NAYS:

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

____
Regan L. Murphy, Mayor

ATTEST:

____
Kate Croteau, City Clerk

City of Robbinsdale

MEMORANDUM

To:	Mayor and Council Members
From:	Marcia Glick, City Manager
Date:	September 18, 2018
Re:	Proposed 2019 General Fund and Debt Service Property Tax Levies

Background

The City is required to submit a proposed 2019 Property Tax Levy to Hennepin County by September 30, 2018. This levy will be used by the County to prepare the Truth-In-Taxation notices that the County mails to every citizen in November.

Analysis/ Conclusion

The Proposed 2019 General Fund Budget was presented and discussed at Budget Work Sessions on August 23 and September 4, 2018. In 2019, levy limits are not effect.

The City will receive an increase in Local Government Aid in 2019 in the amount of $6,166, based on the formula adopted by the legislature. The formula is based on the number of jobs in the city per capita, the age of the housing stock, the average city tax rate state-wide, city population, and the city's tax base. These factors are used to determine the city's unmet need for funding separate from what may be happening in other cities throughout the state.

Fiscal Disparities distribution will have an increase in allocation by $122,173. Based on consultation with the League of Minnesota Cities staff and Hennepin County staff, the change in the city's tax rate between years is the key factor impacting the formula. The impact of the increase in this one revenue source is an increase of 8.3% in revenue compared to 2018.

The final levy, which will be adopted in December, can be reduced, but may not increase above the preliminary levy adopted tonight. The proposed levy currently provides for maintaining core services at current level, maintains park system assets-not replacement, and includes an allowance for cost of living and other compensation adjustments.

The budget includes an additional full time police officer. The position will be used to increase officer time on the streets.

The levy option included in the resolution is a general fund budget that uses approximately $285,000 of general fund reserves. Additional levy options have also been prepared using various scenarios. There are additional options for the general fund revenues and expenditures that will be reviewed prior to setting a final tax levy in December to reduce the use of reserves.

A copy of the city manager proposed General Fund Budget is attached as Exhibit 1. A summary of tax levy options is included as Exhibit 2. Information on the City of Robbinsdale tax levy history is included in Exhibit 3.

The proposed General and Debt Service levies as discussed at the General Fund Work Session (using Option 4), are provided on the resolution as Exhibit 4.

Recommendation

By motion, waive the reading and order the adoption of the resolution setting the proposed 2019 General Fund and Debt Service Property Tax Levies and certifying to Hennepin County (shown as Exhibit 4).

Marcia Glick

Marcia Glick, City Manager

CONCURRENCE:

Larry Jacobson

Larry S. Jacobson, Finance Director

CITY OF ROBBINSDALE
2019 PROPOSED BUDGET
GENERAL FUND
SEPTEMBER 18, 2018

4100 LAKEVIEW AVENUE NORTH
ROBBINSDALE, MINNESOTA 55422

General Fund

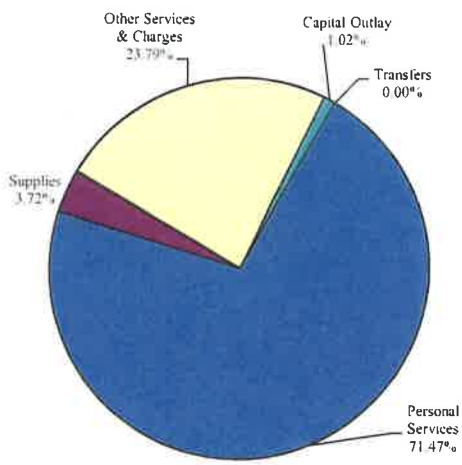
Summary of Revenues, Expenditures, and Changes in Fund Balance

	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Proposed
Revenues					
Taxes	$ 5,179,206	$ 5,376,161	$ 5,549,735	$ 5,549,735	$ 5,928,473
License & Permits	478,680	439,231	419,000	609,333	424,900
Intergovernmental	2,100,544	2,122,031	2,121,629	2,121,629	2,143,557
Charges for Services	613,847	597,387	612,380	595,836	633,331
Fines & Forfeitures	242,682	249,679	231,500	263,450	278,558
Franchise Fees	363,102	290,665	276,872	304,037	305,602
Miscellaneous	48,913	85,037	47,500	48,000	82,500
Total Revenue	9,026,974	9,160,191	9,258,616	9,492,020	9,796,921
Other Financing Sources					
Transfers from other funds	250,369	296,838	282,170	245,000	315,000
Total Revenues & Other Financing Sources	9,277,343	9,457,029	9,540,786	9,737,020	10,111,921
Expenditures					
Personal Services	6,400,646	6,665,521	7,085,873	7,000,271	7,628,614
Supplies	323,034	312,790	402,815	364,000	381,780
Other Services & Charges	2,989,817	3,016,287	3,167,279	3,107,831	3,262,927
Capital Outlay	21,803	29,198	87,563	99,598	
Amounts Charged to Other Funds	(699,468)	(734,676)	(777,769)	(777,771)	(876,078)
Total Expenditures	9,035,831	9,289,120	9,965,761	9,793,929	10,397,243
Other Financing Uses					
Transfers out to other funds	50,000				
Total Expenditures & Other Financing Uses	9,085,831	9,289,120	9,965,761	9,793,929	10,397,243
Deficiency of Revenues and Other Financing Sources Over Expenditure and Other Financing Uses	191,512	167,909	(424,975)	(56,910)	(285,321)
Fund Balance					
Beginning of Year	4,989,342	5,180,854	5,348,763	5,348,763	5,291,853
End of Year	$ 5,180,854	$ 5,348,763	$ 4,923,788	$ 5,291,853	$ 5,006,531
Fund Balance to Expenditures	57.02%	57.58%	49.41%	54.03%	48.15%

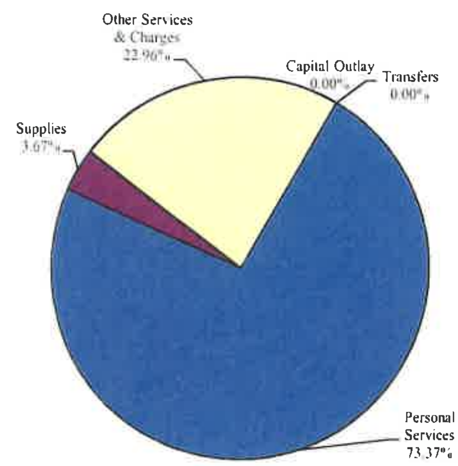
General Fund Summary of Expenditures and Other Financing Uses

	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Proposed
Summary by Department					
City Council	$ 111,890	$ 121,716	$ 120,998	$ 115,319	$ 111,978
Legal	121,833	121,255	145,420	113,220	107,623
Administration	317,420	287,522	315,350	318,758	273,894
Assessing	151,308	150,563	157,922	158,062	163,123
Finance	326,514	328,310	338,510	326,916	321,393
Community Development	388,117	487,399	439,164	453,038	476,066
Police	3,965,425	4,036,575	4,298,835	4,230,136	4,802,818
Fire	712,599	681,419	739,442	724,051	700,865
Recreation & Parks	491,018	519,047	601,834	592,753	560,842
Engineering	632,858	655,906	750,382	720,428	674,834
Public Works	1,816,849	1,899,408	2,057,904	2,041,249	2,203,807
Human Services	0	0	0	0	0
Total Expenditures	9,035,831	9,289,120	9,965,761	9,793,929	10,397,243
Other Financing Uses					
Transfers to Other Funds	50,000	0	0	0	0
Total Expenditures & Other Financing Uses	9,085,831	9,289,120	9,965,761	9,793,929	10,397,243
Summary by Category					
Personal Services	6,400,646	6,665,521	7,085,873	7,000,271	7,628,614
Supplies	323,034	312,790	402,815	364,000	381,780
Other Services & Charges	2,989,817	3,016,287	3,167,279	3,107,831	3,262,927
Capital Outlay	21,803	29,198	87,563	99,598	0
Transfers	50,000	0	0	0	0
Amounts Charged to Other Funds	(699,468)	(734,676)	(777,769)	(777,771)	(876,078)
Total Expenditures by Category	$ 9,085,831	$ 9,289,120	$ 9,965,761	$ 9,793,929	$ 10,397,243

2018 Estimated Expenditures By Category



2019 Proposed Expenditures By Category



General Fund Summary of Revenues and Other Financing Sources

	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Proposed
Taxes					
General Property	$ 3,909,601	$ 3,928,346	$ 4,248,000	$ 4,248,000	$ 4,563,488
Less Reserve for Abatements & Delinq.			(25,000)	(25,000)	(25,000)
Excess Tax Increment	54,038	51,688			
Fiscal Disparities	1,215,567	1,396,127	1,326,735	1,326,735	1,389,985
Total Taxes	5,179,206	5,376,161	5,549,735	5,549,735	5,928,473
Special Assessments					
Admin Citations	6,453	25,444			
Repeat Nuisance	2,301				
Total Special Assessments	8,754	25,444			
Licenses & Permits					
Business					
Liquor Licenses	44,261	47,342	45,000	45,204	45,000
Pawn Shop and Second Hand Dealers	3,750	3,750	3,500	3,500	3,500
Miscellaneous Business Licenses	18,950	32,441	25,000	37,824	30,000
Total Business Licenses & Permits	66,961	83,533	73,500	86,528	78,500
Non-Business					
Animal Licenses	2,345	2,870	3,000	3,260	3,000
Pound Fees	5,200	4,585	4,200	1,510	4,200
Building Permits	126,890	126,307	115,000	215,945	120,000
Plan Check Fees	41,613	33,587	30,000	80,826	32,500
Heating & A/C Permits	56,822	30,208	35,000	41,968	30,000
Plumbing Permits	24,190	26,332	18,500	23,528	20,000
Utility Inspection Fees	3,600	4,200	4,600	3,000	4,000
Rental Housing Licenses	136,567	109,707	120,000	136,250	117,500
License Verification Fees	2,190	1,945	2,000	1,810	2,000
Other Permits	11,401	14,660	11,000	14,300	11,000
Surcharges	901	1,297	2,200	408	2,200
Total Non-Business Licenses & Permits	411,719	355,698	345,500	522,805	346,400
Total Licenses and Permits	478,680	439,231	419,000	609,333	424,900
Intergovernmental					
Federal Grants					
-Other	79,390	2,174	7,500	7,500	7,500
Total Federal Grants	79,390	2,174	7,500	7,500	7,500
State Aids and Grants					
Local Government Aid	1,706,053	1,714,165	1,822,775	1,822,775	1,828,941
Market Value Homestead Credit					
Police & Fire Pensions	254,691	261,075	259,785	259,785	266,297
PERA Aid	15,819	15,819	15,819	15,819	15,819
Police Training	6,566	7,630	6,750	6,750	20,000
Other Grants & Aids	38,025	121,168	9,000	9,000	5,000
Total State Aids and Grants	2,021,154	2,119,857	2,114,129	2,114,129	2,136,057
Total Intergovernmental	2,100,544	2,122,031	2,121,629	2,121,629	2,143,557

General Fund Summary of Revenues and Other Financing Sources

	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Proposed
Charges for Services					
General Government					
Lease and Rental Fees	$ 288,025	$ 280,108	$ 292,000	292,000	300,000
Robbinsdale EDA	52,828	63,646	64,730	64,730	77,181
IDRB Issuance Fees					
Sale of Maps and Documents	1,699	1,793	1,800	1,800	1,800
Assessment searches	50	100	100	100	100
Planning Fees	2,350	1,821	2,000	2,700	2,000
Street Light Fees	627	654	500	450	500
Nuisance Service Fee	3,550	(3,800)	750	3,850	750
Point of Sale Inspection/Buyer Fees	16,950	18,200	18,000	19,600	18,000
Notary Fees	1,116	1,075	500	920	500
Other Fees	11,656	10,832	7,000	1,500	7,000
Admin Fee - Special Assessments	19,500	18,900	19,000	19,000	19,000
Total General Government Charges	398,351	393,329	406,380	406,650	426,831
Public Safety					
Police Services	85,658	87,299	80,000	76,000	80,000
Pawn Shop Fees	7,691	14,466	13,000	11,356	13,000
Police Auction	1,090	646	1,000	328	1,000
False Alarms	250	860		250	250
Accident Reports					
Other Fees	10,207	2	3,000	1,594	3,000
Total Public Safety Charges	104,896	103,273	97,000	89,528	97,250
Recreation					
Fitness Center & Open Gym Program	25,225	21,004	25,500	29,366	25,500
Adult Programs	14,442	13,259	13,000	13,000	24,750
General Programs	345	380	500	829	500
Youth / Children Programs	15,244	15,248	14,500	13,671	14,500
Senior Programs	7,506	3,376	10,000	2,892	3,000
Cooperative Programming	26,489	23,388	28,000	21,254	22,500
Facility and Equipment Rental	13,135	15,758	12,000	13,146	13,000
Playground / Wading Pools	2,385	1,750			
Park Maintenance Fees	5,829	6,622	5,500	5,500	5,500
Total Recreation Charges	110,600	100,785	109,000	99,658	109,250
Total Charges for Services	613,847	597,387	612,380	595,836	633,331
Fines and Forfeitures					
Court Fines and Forfeitures	236,797	246,059	225,000	255,840	272,058
Admin Fines	5,385	3,370	6,000	6,110	6,000
Other Fines	500	250	500	1,500	500
Total Fines and Forfeitures	242,682	249,679	231,500	263,450	278,558

General Fund Summary of Revenues and Other Financing Sources

	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Proposed
Franchise Fees					
Franchise Fees - Electric	261,081	201,346	203,788	203,688	225,100
Franchise Fees - Gas	102,021	89,319	73,084	100,349	80,502
Total Franchise Fees	363,102	290,665	276,872	304,037	305,602
Miscellaneous					
Investment Earnings	$ 32,478	$ 52,404	$ 40,000	40,000	75,000
Donations & Gifts	5,688	6,645	5,000	5,500	5,000
Other	1,993	544	2,500	2,500	2,500
Total Miscellaneous	40,159	59,593	47,500	48,000	82,500
Total Revenues	9,026,974	9,160,191	9,258,616	9,492,020	9,796,921
Other Financing Sources					
Transfers from other Funds					
Water Fund	24,548	42,607	15,000	15,000	15,000
Sanitary Sewer Fund	37,336	42,640	16,000	16,000	16,000
Storm Sewer	51,813	76,607	25,000	25,000	25,000
Solid Waste	30,000	30,000	30,000	30,000	50,000
PIR Fund	97,821	102,149	196,170	159,000	159,000
Parks	6,637	1,040			
Central Services	2,214	1,795			
Liquor Fund					50,000
Total Transfers	250,369	296,838	282,170	245,000	315,000
Total Revenue and Financing Sources	$ 9,277,343	$ 9,457,029	$ 9,540,786	$ 9,737,020	$ 10,111,921

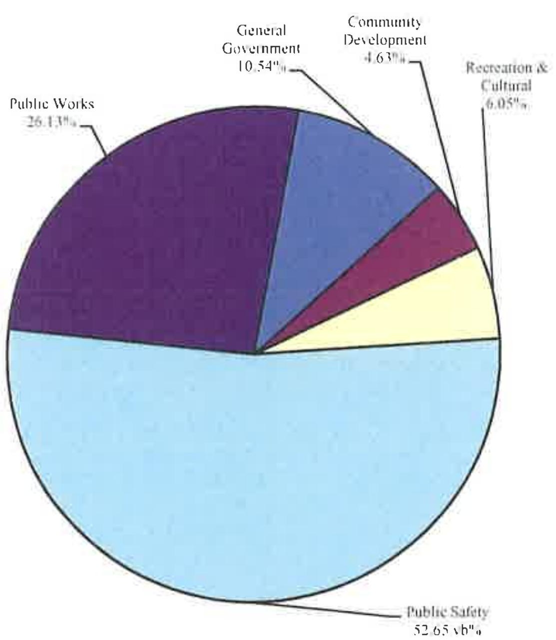
General Fund Summary of Expenditures by Major Objective

	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Proposed
General Government					
City Council	$ 111,890	$ 121,716	$ 120,998	$ 115,319	$ 111,978
Administration	317,420	287,522	315,350	318,758	273,894
Legal	121,833	121,255	145,420	113,220	107,623
Assessing	151,308	150,563	157,922	158,062	163,123
Finance	326,514	328,310	338,510	326,916	321,393
Total General Government	1,028,965	1,009,366	1,078,200	1,032,275	978,011
Community Development					
Planning & Zoning	179,314	239,934	162,226	177,156	196,091
Comprehensive Planning	13	9,667	25,940	26,063	5,261
Redevelopment	52,827	63,645	65,443	63,607	77,181
Code Enforcement	83,965	114,263	89,061	90,117	97,868
Rental Licensing	71,998	59,890	96,494	96,095	99,665
Total Community Development	388,117	487,399	439,164	453,038	476,066
Recreation & Cultural					
Recreation Administration	318,570	339,107	383,099	385,249	343,422
Community Center Operations	55,880	57,172	75,190	72,317	73,615
Adult Programs	1,602	1,510	16,159	10,016	17,210
Adult Softball	2,997	2,931	4,256	3,956	4,328
General Programs	5,504	7,921	8,928	8,933	10,504
Youth / Children Programs	14,525	16,209	19,554	19,554	20,199
Senior Programs	25,505	17,161	27,298	23,039	22,820
Cooperative Programming	28,117	23,393	22,954	22,399	23,083
Playground / Wading Pools	3,536	3,103	14,226	14,171	14,235
City Band	20,587	18,839	15,435	18,340	18,680
Library Building Operations	14,195	31,701	14,735	14,779	12,746
Park Improvements					
Total Recreation & Cultural	491,018	519,047	601,834	592,753	560,842
Public Safety					
Police Services	3,965,425	4,036,575	4,298,835	4,230,136	4,802,818
Fire Services	712,599	681,419	739,442	724,051	700,865
Building Inspections	201,690	198,181	205,917	202,972	211,827
Total Public Safety	4,879,714	4,916,175	5,244,194	5,157,159	5,715,510

General Fund Summary of Expenditures by Major Objective

	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Proposed
Public Works					
Engineering Services	$ 431,168	$ 457,725	$ 544,465	$ 517,456	$ 463,007
Streets	1,017,201	1,024,752	1,226,316	1,182,277	1,217,650
Forestry	206,486	252,496	256,420	256,628	270,408
Park Maintenance	593,162	622,160	575,168	602,344	715,749
Total Public Works	2,248,017	2,357,133	2,602,369	2,558,705	2,666,814
Human Services					
Total Expenditures	9,035,831	9,289,120	9,965,761	9,793,929	10,397,243
Other Uses					
Transfers to Other Funds	50,000				
Total Expenditures and Other Financing Uses	$ 9,085,831	$ 9,289,120	$ 9,965,761	$ 9,793,929	$ 10,397,243

2018 Estimated
Expenditures By Major Objective



2019 Proposed
Expenditures By Major Objective

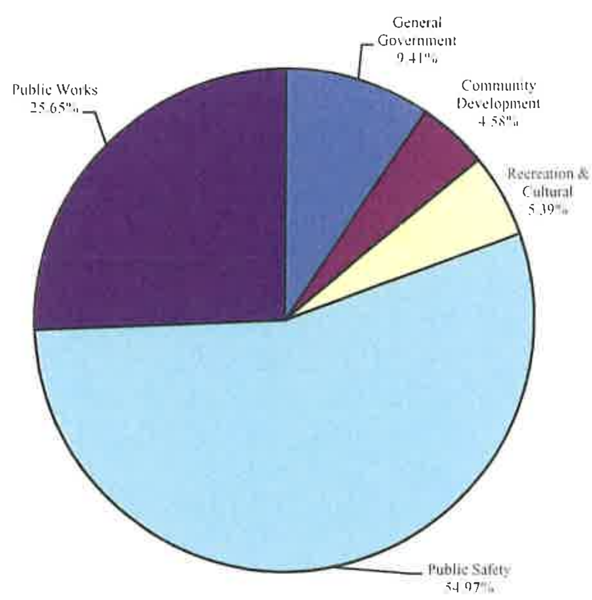


Exhibit 2

Exhibit 2

City of Robbinsdale
2019 Property Tax Levy Options
Estimated Tax Rate Calculation for 2019
See Table Below for Option Explanations

	Compare 2018 Actual to 2019 Option 4 Increase (Decrease)	Actual 2018	Option 1 No Change City Levy Full Debt Service 2019	Option 2 5% Increase $278,737 on 2018 City Levy 2019	Option 3 10% Increase $557,474 on 2018 Total Levy 2019	Current Budget Option 4 5% Increase Plus $100,000 (6.8%) more than Option 2 2019
General Fund	378,737	$5,574,736	$5,574,736	$5,853,473	$6,132,210	$5,953,473
Debt service	263,502	575,291	838,793	838,793	838,793	838,793
Net tax capacity levy	642,239	6,150,027	6,413,529	6,692,266	6,971,003	6,792,266
Market value debt service levy	-	0	0	0	0	0
Certified Levy - City	642,239	**6,150,027**	**6,413,529**	**6,692,266**	**6,971,003**	**6,792,266**
HRA Levy	14,289	179,789	194,078	194,078	194,078	194,078
Total Levy	**$656,528**	**$6,329,816**	**$6,607,607**	**$6,886,344**	**$7,165,081**	**$6,986,344**
Net Change	**656,528**					
Percent Levy change from 2018			**4.39%**	**8.79%**	**13.20%**	**10.37%**
Fiscal Disparity Increase	122,173		-1.93%	-1.93%	-1.93%	-1.93%
Percent Total Levy change from 2018			**2.46%**	**6.86%**	**11.27%**	**8.44%**
Net Change after Fiscal Disparities	**534,355**					
Estimated Tax Burden on Average Home		**764.28**	**796.23**	**840.80**	**885.38**	**856.80**
2019 = $188,000, 2018 = 173,000 Increase = 8.7%)						
Estimated Change in Tax			**31.95**	**76.53**	**121.10**	**92.52**
Estimated Change in Tax Amount per Month				**6.38**	**10.09**	**7.71**
Change in Tax per $100,000 is approximately =	15.99					15.99
General Fund Deficit \Use of Reserves		(424,975)				(285,321)

Option 1 = General Fund Tax levy stays the same as 2018, includes all debt service levies including 2018 street bond and equipment certificate.
Option 2 = General Fund tax levy increases by 5% of total 2018 levy in the amount of $278,737.
Option 3 = General Fund tax levy increases by 10% of total 2018 levy in the amount of $557,474.
Option 4 = General Fund tax levy increases by 5% of total 2018 levy in the amount of $278,737 plus $100,000

\\RO-CH1\Groups$\FINC\Budget\Bud2019\Budget Analysis\Tax Levy Calculations\Tax Rate Example 2019 vs 2018 9-18-18.xlsx

Exhibit 3

City of Robbinsdale
2019 Property Tax Levy History

	2011	2012	2013	2014	2015	2016	2017	2018	Option 4 2019	Change from 2011	
General Fund	4,740,405	$4,739,404	$4,839,404	$4,910,237	$5,098,747	$5,114,500	$5,309,272	$5,574,736	$5,953,473		
Debt service	527,752	381,763	429,414	420,881	425,659	454,696	572,259	575,291	838,793		
Net tax capacity levy	5,268,157	5,121,167	5,268,818	5,331,118	5,524,406	5,569,196	5,881,531	6,150,027	6,792,266		
Market value debt service levy	189,000	80,835	0	0	0	0	0	0	0		
Certified Levy - City	5,457,157	5,202,002	5,268,818	5,331,118	5,524,406	5,569,196	5,881,531	6,150,027	6,792,266		
HRA Levy	195,041	176,605	149,711	155,778	146,193	165,147	164,860	179,789	194,078		
Total Levy	$5,652,198	$5,378,607	$5,418,529	$5,486,896	$5,670,599	$5,734,343	$6,046,391	$6,329,816	$6,986,344	23.60%	
Fiscal Disparities Amount	1,054,324	1,158,322	1,229,449	1,417,638	1,547,038	1,327,447	1,556,791	1,463,649	1,585,822	50.41%	
Net Spread Levy	4,597,874	4,220,285	4,189,080	4,069,258	4,123,561	4,406,896	4,489,600	4,866,167	5,400,522	17.46%	Percent Change in Net Spread Levy from 2011
											2.18% Annual Change
Percent Levy change from Prior Year	-0.22%	-4.84%	0.74%	1.26%	3.35%	1.12%	5.44%	4.69%	8.79%		
Fiscal Disparity Change	-2.99%	-1.84%	-1.32%	-3.47%	-2.36%	3.87%	-4.00%	1.54%	-1.93%		
Percent Total Levy change from Prior Year	-3.21%	-6.68%	-0.58%	-2.21%	0.99%	4.99%	1.44%	6.23%	6.86%	7.83%	Sum of percentage change net of fiscal disparities
Percent Change from 2011											
Estimated Tax Burden on Average Home	681.71	642.88	619.66	568.67	645.44	653.72	686.66	764.28	856.80	25.68%	Percent Change from 2011
										3.21%	Annual Change
										$ 175.09	$ 21.89 Annual Change
Estimated Change in Tax from Prior Year	(10.01)	(38.83)	(23.22)	(50.99)	76.77	8.28	32.94	77.62	92.52		
Average Home Value	158,000	149,000	137,000	125,000	149,000 Note 1	146,000	158,000	173,000	188,000		
Fiscal Disparity Change	$ 168,724	$ 103,998	$ 71,127	$ 188,189	$ 129,400	$ (219,591)	$ 229,344	$ (93,142)	$ (285,321)	$ 578,049	

Note 1:

Exhibit 3

Member __________ moved and Member __________ seconded a motion that the following resolution be read and adopted this 18th day of September 2018.

RESOLUTION NO.

A RESOLUTION SETTING THE PROPOSED 2019 GENERAL FUND AND DEBT SERVICE NET PROPERTY TAX LEVIES AND CERTIFYING IT TO HENNEPIN COUNTY

WHEREAS, Minnesota Statutes require the adoption of the proposed tax levy; and

WHEREAS, the proposed tax levy must be certified to Hennepin County on or before September 30, 2018;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROBBINSDALE, MINNESOTA that the City Council of the City of Robbinsdale adopts the following proposed 2019 General Fund and debt service net tax levy, certifying it to Hennepin County:

General Fund (City Operations)	$ 5,953,473
Debt Service:	
2012A G.O. Street Improvement Bonds	51,410
2013A G.O. Street Reconstruction Bonds	196,928
2015A G.O. Street Reconstruction Bonds	321,296
2017A G.O. Street Reconstruction Bonds	4,937
2018A G.O. Street Reconstruction Bonds	65,628
2018A Equipment Certificates 5 and 9 Year	198,594
Total Tax Capacity Based Levy to Certify to County	$ 6,792,266

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 SEPTEMBER 2018.

ATTEST:

Regan L. Murphy, Mayor

Kate Croteau, City Clerk

City of Robbinsdale

MEMORANDUM

To: Mayor and Council Members

From: Marcia Glick, City Manager

Date: September 18, 2018

Re: Proposed 2019 HRA Property Tax Levy

Background:
The City is required to submit a proposed 2019 Property Tax Levy to Hennepin County by September 30, 2018. This levy will be used by the County to prepare the Truth in Taxation notices that the County mails to every citizen in November. This levy is for the REDA to use for continued community development efforts.

Analysis/Conclusion:
The HRA Levy is separate from the regular City Levy and is used to fund housing and redevelopment activities. For 2019, the limit on the HRA Levy is .0185 of the City's Taxable Market Value for 2018. This levy is being proposed on behalf of the Robbinsdale Economic Development Authority (REDA) and will be distributed to the REDA when received. The City is setting the proposed levy at this time. The final HRA levy may be reduced, but may not increase, when finally adopted in December.

The levy for 2018 was $179,789 and the maximum levy for 2019 is $194,078 based on a total market value of $1,052.8 million. Council members have indicated support for levying the maximum amount given the important work the REDA has been doing.

Recommendation:
By motion, waive the reading and order the adoption of the resolution setting the proposed 2019 Housing and Redevelopment Authority (HRA) Property Tax Levy (shown as Exhibit 1).

Marcia Glick
Marcia Glick, City Manager

CONCURRENCE:

Larry Jacobson
Larry S. Jacobson, Finance Director

Exhibit 1

Member ____________________ moved and Member ________________ seconded a motion that the following resolution be read and adopted this 18th day of September, 2018.

RESOLUTION NO.

A RESOLUTION ADOPTING THE PROPOSED
2019 HOUSING AND REDEVELOPMENT AUTHORITY (HRA)
PROPERTY TAX LEVY FOR CERTIFICATION TO HENNEPIN COUNTY

WHEREAS, Minnesota Statues requires that the City adopt the HRA Levy on behalf of the Robbinsdale Economic Development Authority; and

WHEREAS, the proposed HRA tax levy must be certified to Hennepin County on or before September 30, 2018;

NOW THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF ROBBINSDALE, MINNESOTA adopts the proposed 2019 HRA Net Property Tax Levy in the amount of $194,078 and directs the City Clerk to certify this amount to Hennepin County.

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 SEPTEMBER, 2018.

____
Regan L. Murphy, Mayor

ATTEST:

____
Kate Croteau, City Clerk

City of Robbinsdale

MEMORANDUM

To: Mayor and Council Members

From: Marcia Glick, City Manager

Date: September 18, 2018

Re: Scheduling the date for the Truth-in-Taxation Budget Meeting

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Background

The Truth-in-Taxation Law requires the Council to notify the County Auditor of the date of the meeting at which the budget and levy will be discussed and allow the public to comment. The meeting for public comment no longer needs to be separate from a regular council meeting and there is no requirement for a reconvened hearing. The County must receive this information no later than September 30, 2018. The date, time and place of the meeting will be printed on the individual property tax statement for the proposed property tax for 2018. The City may insert a flyer with the tax notices on the 2019 budget.

Analysis/Conclusion

Cities are required to hold a public meeting on the proposed budget after November 25, at which the public is allowed to comment on the 2019 budget and tax levy. Staff recommends setting a public input opportunity at the December 4, 2018 council meeting. Adoption of the final tax levy will be on December 18, 2018. The final tax levies to the County Auditor must be certified before December 30, 2018.

Recommendation

By motion, waive the reading and order the adoption of the resolution scheduling the date of the Truth-in-Taxation Budget Meeting for the 2019 Budget and Property Tax Levy for December 4, 2018.

Marcia Glick, City Manager

CONCURRENCE:

Larry S. Jacobson, Finance Director

Member ____________________ moved and Member ____________________ seconded a motion that the following resolution be adopted this 18th day of September 2018.

RESOLUTION NO. _____

A RESOLUTION SCHEDULING THE DATE FOR THE TRUTH-IN-TAXATION BUDGET MEETING FOR THE 2019 BUDGET AND PROPERTY TAX LEVY

WHEREAS, Minnesota Statutes requires a Truth-in-Taxation budget meeting be held on the proposed budget and proposed tax levy; and

WHEREAS, the City has to designate the place, time and date of a council meeting that will include discussion of the City budget and allow the public to comment; and

WHEREAS, the date chosen by the City can be a regularly scheduled City Council meeting;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROBBINSDALE, MINNESOTA THAT: the Truth-in-Taxation budget meeting on the 2019 proposed budget and tax levy be held at the Robbinsdale City Hall in the council chambers at 4100 Lakeview Avenue North, Robbinsdale, Minnesota on the following date:

Budget Meeting:	December 4, 2018	7:00 P.M.

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 SEPTEMBER 2018.

____

Regan L. Murphy, Mayor

ATTEST:

____

Kate Croteau, City Clerk

(seal)

City of Robbinsdale

MEMORANDUM

TO:	Mayor and City Council
FROM:	Marcia Glick, City Manager
DATE:	September 18, 2018
RE:	Resolution to Authorize Bond Sale

Background

On December 19, 2017, the City Council adopted the 2018 Budget and approved the 2018 - 2022 Capital Improvement Plan (CIP) Document. The 2018 Adopted Budget and CIP planned for the issuance of General Obligation Bonds to fund portions of the street reconstruction costs associated with the 2018 planned Street Capital Improvement Projects. On April 17, 2018 and August 21, 2018 the City Council approved resolutions declaring intent to reimburse expenditures for Toledo/Scott – 37th to 39th Avenue City Project 38917, storm sewer replacement at Hy-Vee site City Project 72818 (the "Projects"), the purchase of public works vehicles and equipment and, a Fire Truck from the proceeds of tax exempt bonds.

Analysis/Conclusion

The text of the attached resolution provides the history and the objectives are clearly articulated in the resolution prepared by the bond counsel. The resolution allows staff to proceed with preparation of documents and bids. The resolution authorizes the issuance of bonds according to Minnesota Statutes. A Preliminary Offering Statement will be created and posted, and bids for the bonds will be solicited. Bids are to be received and opened on October 16, 2018, with the award going to the lowest bidder. A resolution for sale of the bonds to the lowest bidder will be provided at the October 16, 2018 City Council meeting for consideration.

The CIP planned for the issuance of General Obligation Utility and Street Reconstruction Bonds during 2018-2022. Project construction bids have been received and the contracts awarded by the City Council. City costs have been determined. This method of financing will provide adequate cash flows for the various funds involved in the planned improvement projects and takes advantage of a very favorable interest rate environment. Items to be financed include:

Project 38917 - Toledo/Scott – 37th to 39th Avenue	
- Water Fund	$330,000
- Sanitary Sewer Fund	385,000
- Storm Sewer Fund	424,378
- Permanent Improvement Fund – Streets	830,000
Project 72818 - Storm sewer replacement at Hy-Vee site	
- Storm Sewer Fund	120,622
Public Works Vehicles and Equipment	
- Vehicle lift	36,132
- 2 Dump/Plow Trucks	358,255
- Small dump truck	69,297
- 2 pickup trucks	72,675
- Utility Truck	36,849
Fire Truck	511,792
Total	$3,175,000

The estimated cost of issuance and professional fees are included.

The estimated cost of issuance and professional fees are included.

Springsted has prepared a recommendation for issuance of a $3,175,000 General Obligation Bonds, Series 2018A (Exhibit 1).

Recommendation

By motion, waive the reading and order the adoption of the RESOLUTION PROVIDING FOR THE ISSUANCE AND SALE OF GENERAL OBLIGATION BONDS SERIES 2018A, IN THE PROPOSED AGGREGATE PRINCIPAL AMOUNT OF $3,175,000 (shown as Exhibit 2)

Marcia Glick

Marcia Glick, City Manager

CONCURRENCE:

Larry Jacobson

Larry S. Jacobson, Finance Director

City of Robbinsdale, Minnesota

Recommendations for Issuance of Bonds

$3,175,000 General Obligation Bonds, Series 2018A

The Council has under consideration the issuance of bonds to finance (i) street improvement projects (the "Improvement Portion"); (ii) various utility projects (the "Utility Portion"); (iii) the purchase of equipment (the "Equipment Certificate Portion"); and (iv) costs of issuance associated with the issuance of the Bonds. This document provides information relative to the proposed issuance.

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

September 18, 2018	Council sets sale date and terms
October 2, 2018	Rating conference is conducted
October 16, 2018, 10:00 a.m.	**Competitive proposals are received**
October 16, 2018, 7:00 p.m.	**Council considers award of the Bonds**
November 15, 2018	Proceeds are received

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

THE MARKET: Performance of the tax-exempt market is often measured by the Bond Buyer's Index ("BBI") which measures the yield of high grade municipal bonds in the 20th year for general obligation bonds rated Aa2 by Moody's or AA by S&P (the BBI 20-Bond GO Index) and the 30th year for revenue bonds rated A1 by Moody's or A+ by S&P (the BBI 25-Bond Revenue Index). The following chart illustrates these two indices over the past five years.

BBI 20-Bond (GO) and 25-Bond (Revenue) Indices for 5 Years Ending 9/6/2018

Data Source: The Bond Buyer

Study No.: 0696.115
September 11, 2018

Springsted

POST ISSUANCE COMPLIANCE:

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

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

There is an exemption from rebate for a municipality that issues $5 million or less of tax-exempt obligations in a calendar year. The City does not expect to issue more than $5 million of tax-exempt obligations in 2018; therefore, the City will quality as a small issuer and the Bonds will be exempt from rebate.

Regardless of whether the issue qualifies for an exemption from the rebate provisions, yield restriction provisions will apply to Bond proceeds (including interest earnings) unspent after three years and the debt service fund throughout the term of the Bonds. These moneys should be monitored until the Bonds are retired.

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

Springsted currently provides both arbitrage and continuing disclosure services to the City. Springsted will work with City staff to include the Bonds under the existing Agreement for Municipal Advisor Services.

SUPPLEMENTAL INFORMATION AND BOND RECORD:

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

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

PURPOSE:

Proceeds of the Bonds along with City funds of $100,000 will be used to finance the following:

Improvement Portion – street improvements related to Toledo/Scott, 37th to 39th Avenue.

Utility Portion – water, sanitary sewer and storm sewer utility improvements associated with Toledo/Scott, 37th to 39th Avenue and storm sewer replacement at Hy-Vee site.

Equipment Certificate Portion – the purchase of various equipment including vehicle lift, utility truck, two dump/plow trucks, small dump truck, pickup trucks, and a fire truck.

AUTHORITY:

Statutory Authority: The Bonds are being issued pursuant to Minnesota Statutes, Chapters 429,444 and 475 and Section 412.301.

Statutory Requirements: Pursuant to Minnesota Statutes, Chapter 429, at least 20% of the projected cost of the project must be paid from special assessments. The street projects being issued under this statute meet that requirement with approximately 30% of the costs being assessed.

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

In addition to the Utility Portion of the Bonds, the City currently has four other bond issues outstanding payable from the City's Utility Funds. The table below shows net revenues available to pay debt service from the City's Utility Funds based on calendar year ended December 31, 2017 and the projected debt service payable from Utility Revenues, including the Utility Portion of the Bonds.

2017 Net Revenues - Utility Funds	**Water**	**Storm Sewer**	**Sanitary Sewer**	**Total**
Operating Revenues	$1,721,658	$997,691	$1,902,913	$4,622,262
Operating Expenses	(1,028,599)	(744,023)	(1,599,194)	(3,371,816)
Operating Income	$693,059	$253,668	$303,719	$1,250,446
Add: Depreciation	193,703	375,791	213,501	782,995
Nonoperating Revenues/(Expenses)	55,928	0	9,137	65,065
Net Revenues Available for DS	$942,690	$629,459	$526,357	$2,098,506
Projected Max Debt Service	$413,925	$387,161	$544,416	$1,345,503
Remaining Capacity	$528,765	$242,298	($18,059)	$753,004

The City adopted a resolution on December 5, 2017 authorizing rate increases for the water, sanitary sewer and storm sewer utilities effective January 1, 2018.

Pursuant to Minnesota Statutes, Section 412.301, the City may issue certificates of indebtedness without being subject to a petition requirement calling for a referendum if the total amount of the issue does not exceed ¼ of 1% of the estimated value of the taxable property in the City. Based on the City's 2017 estimated market value of $974,834,800, this represents a maximum issue size of $2,429,587. Therefore, the Certificates in the amount of $1,085,000 are within the limitation and not subject to taxpayer petition for a referendum.

SECURITY AND SOURCE OF PAYMENT:

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

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

Improvement Portion – Special assessments in the principal amount of $252,076 are expected to be filed in the fall of 2018 for first collection in 2019. The assessments will be collected over a term of ten years with level annual payments of principal and interest. Interest on the unpaid balance will be charged at a rate of 5.25%.

The City will be required to levy for a portion of the debt service on the Improvement Portion of the Bonds. The City will make their first levy for the Improvement Portion in 2018 for collection in 2019. Each year's collection of taxes and assessments will be used to make the August 1 interest payment due in the collection year and the February 1 principal and interest payment due the following year.

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

Equipment Certificate Portion – ad valorem taxes will be used to make the debt service payments due on the Equipment Certificate Portion of the Bonds. The City will make their first levy for the Equipment Certificate Portion in 2018 for collection in 2019. Each year's collection of taxes will be used to make the August 1 interest payment due in the collection year and the February 1 principal and interest payment due the following year.

STRUCTURING SUMMARY:

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

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

Utility Portion – Debt service on the Utility Portion of the Bonds has been structured by enterprise fund each having a term of 10 years with approximately level annual payments of debt service.

Equipment Certificate Portion – Debt service on the Equipment Certificate Portion of the Bonds has been structured as two purposes; one purpose for the fire truck and another purpose for all other equipment; with repayment terms of 9 and 5-years respectively with approximately level annual levy requirements.

SCHEDULES ATTACHED:

Schedules attached for the Bonds include:

- sources and uses of funds
- net debt service schedule for the Bonds as a whole
- debt service schedules by statutory authority and repayment source
- projected assessment income; and
- aggregate outstanding debt by enterprise fund

RISKS/SPECIAL CONSIDERATIONS:

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

Actual pricing could result in additional proceeds if priced with a premium. A premium results when the underwriter prices the bonds with coupon rates higher than the reoffering yields. The City has advised Springsted that if the Bonds are priced with a premium, the City would like to use such additional funds to reduce the issue size.

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

SALE TERMS AND MARKETING:

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

Prepayment Provisions: Bonds maturing on or after February 1, 2028 may be prepaid at a price of par plus accrued interest on or after February 1, 2027.

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

$3,175,000

City of Robbinsdale, Minnesota

General Obligation Bonds, Series 2018A
Issue Summary

Total Issue Sources And Uses

Dated 11/15/2018 | Delivered 11/15/2018

		Utility Portion			Equipment Certificate Portion		
	Improvement Portion	Storm	Sanitary Sewer	Water	5 Yr Other Equip	9 Yr Fire Truck	Issue Summary
Sources Of Funds							
Par Amount of Bonds	$830,000.00	$545,000.00	$385,000.00	$330,000.00	$575,000.00	$510,000.00	$3,175,000.00
City Funds	30,000.00	30,000.00	20,000.00	20,000.00	-	-	100,000.00
Total Sources	**$860,000.00**	**$575,000.00**	**$405,000.00**	**$350,000.00**	**$575,000.00**	**$510,000.00**	**$3,275,000.00**
Uses Of Funds							
Toledo 38th ISD 281 Project 38917	837,435.52	431,590.46	397,806.87	338,092.34	-	-	2,004,925.19
Equipment	-	-	-	-	560,000.00	500,000.00	1,060,000.00
Stormsewer Hy-Vee Project 72818	-	126,863.16	-	-	-	-	126,863.16
Costs of Issuance	14,900.76	9,784.25	6,911.82	5,924.42	10,322.84	9,155.91	57,000.00
Total Underwriter's Discount (0.800%)	6,640.00	4,360.00	3,080.00	2,640.00	4,600.00	4,080.00	25,400.00
Rounding Amount	1,023.92	2,402.13	(2,798.69)	3,343.24	77.16	(3,235.91)	811.85
Total Uses	**$860,000.00**	**$575,000.00**	**$405,000.00**	**$350,000.00**	**$575,000.00**	**$510,000.00**	**$3,275,000.00**

$3,175,000

City of Robbinsdale, Minnesota

General Obligation Bonds, Series 2018A

NET DEBT SERVICE SCHEDULE

Date	Principal	Coupon	Interest	Total P+I	105% of Total	Assessment	Storm	Sanitary Sewer	Water	Levy Required
02/01/2019	-	-	-	-	-	-				-
02/01/2020	340,000.00	1.850%	90,442.76	430,442.76	451,964.90	33,454.56	64,042.36	48,601.94	41,644.72	264,221.32
02/01/2021	360,000.00	1.950%	68,387.50	428,387.50	449,806.88	33,454.55	65,491.13	45,856.13	39,293.63	265,711.45
02/01/2022	365,000.00	2.100%	61,367.50	426,367.50	447,685.88	33,454.56	64,467.38	45,139.50	38,679.38	265,945.07
02/01/2023	370,000.00	2.200%	53,702.50	423,702.50	444,887.63	33,454.56	68,614.88	44,367.75	38,017.88	260,432.57
02/01/2024	385,000.00	2.350%	45,562.50	430,562.50	452,090.63	33,454.56	67,344.38	48,809.25	42,574.88	259,907.57
02/01/2025	275,000.00	2.500%	36,515.00	311,515.00	327,090.75	33,454.56	65,987.25	47,822.25	41,711.25	138,115.44
02/01/2026	275,000.00	2.600%	29,640.00	304,640.00	319,872.00	33,454.55	64,543.50	46,772.25	40,792.50	134,309.20
02/01/2027	285,000.00	2.700%	22,490.00	307,490.00	322,864.50	33,454.56	68,292.00	45,680.25	39,837.00	135,600.69
02/01/2028	285,000.00	2.800%	14,795.00	299,795.00	314,784.75	33,454.55	66,591.00	44,546.25	38,844.75	131,348.20
02/01/2029	235,000.00	2.900%	6,815.00	241,815.00	253,905.75	33,454.56	64,827.00	48,620.25	37,815.75	69,188.19
Total	$3,175,000.00	-	$429,717.76	$3,604,717.76	$3,784,953.65	$334,545.57	$660,200.86	$466,215.81	$399,211.72	$1,924,779.69

Dated	11/15/2018
Delivery Date	11/15/2018
First Coupon Date	8/01/2019

Yield Statistics

Bond Year Dollars	$17,000.28
Average Life	5.354 Years
Average Coupon	2.5277102%
Net Interest Cost (NIC)	2.6771196%
True Interest Cost (TIC)	2.6813030%
Bond Yield for Arbitrage Purposes	2.5175968%
All Inclusive Cost (AIC)	3.0555650%

IRS Form 8038

Net Interest Cost	2.5277102%
Weighted Average Maturity	5.354 Years

$830,000

City of Robbinsdale, Minnesota

General Obligation Bonds, Series 2018A

Improvement Portion

NET DEBT SERVICE SCHEDULE

Date	Principal	Coupon	Interest	Total P+I	105% of Total	Assessment	Levy Required
02/01/2019	-	-	-	-	-	-	-
02/01/2020	70,000.00	1.850%	24,364.53	94,364.53	99,082.76	33,454.56	65,628.20
02/01/2021	75,000.00	1.950%	18,822.50	93,822.50	98,513.63	33,454.55	65,059.08
02/01/2022	80,000.00	2.100%	17,360.00	97,360.00	102,228.00	33,454.56	68,773.44
02/01/2023	80,000.00	2.200%	15,680.00	95,680.00	100,464.00	33,454.56	67,009.44
02/01/2024	80,000.00	2.350%	13,920.00	93,920.00	98,616.00	33,454.56	65,161.44
02/01/2025	85,000.00	2.500%	12,040.00	97,040.00	101,892.00	33,454.56	68,437.44
02/01/2026	85,000.00	2.600%	9,915.00	94,915.00	99,660.75	33,454.55	66,206.20
02/01/2027	90,000.00	2.700%	7,705.00	97,705.00	102,590.25	33,454.56	69,135.69
02/01/2028	90,000.00	2.800%	5,275.00	95,275.00	100,038.75	33,454.55	66,584.20
02/01/2029	95,000.00	2.900%	2,755.00	97,755.00	102,642.75	33,454.56	69,188.19
Total	$830,000.00	-	$127,837.03	$957,837.03	$1,005,728.88	$334,545.57	$671,183.31

Dated........ 11/15/2018
Delivery Date........ 11/15/2018
First Coupon Date........ 8/01/2019

Yield Statistics

Bond Year Dollars........ $4,940.22
Average Life........ 5.952 Years
Average Coupon........ 2.5876777%

Net Interest Cost (NIC)........ 2.7220846%
True Interest Cost (TIC)........ 2.7267489%
Bond Yield for Arbitrage Purposes........ 2.5175968%
All Inclusive Cost (AIC)........ 3.0661652%

IRS Form 8038
Net Interest Cost........ 2.5876777%
Weighted Average Maturity........ 5.952 Years

$545,000

City of Robbinsdale, Minnesota

General Obligation Bonds, Series 2018A

Utility Portion - Storm

DEBT SERVICE SCHEDULE

Date	Principal	Coupon	Interest	Total P+I	105% DS
02/01/2019	-	-	-	-	-
02/01/2020	45,000.00	1.850%	15,992.72	60,992.72	64,042.36
02/01/2021	50,000.00	1.950%	12,372.50	62,372.50	65,491.13
02/01/2022	50,000.00	2.100%	11,397.50	61,397.50	64,467.38
02/01/2023	55,000.00	2.200%	10,347.50	65,347.50	68,614.88
02/01/2024	55,000.00	2.350%	9,137.50	64,137.50	67,344.38
02/01/2025	55,000.00	2.500%	7,845.00	62,845.00	65,987.25
02/01/2026	55,000.00	2.600%	6,470.00	61,470.00	64,543.50
02/01/2027	60,000.00	2.700%	5,040.00	65,040.00	68,292.00
02/01/2028	60,000.00	2.800%	3,420.00	63,420.00	66,591.00
02/01/2029	60,000.00	2.900%	1,740.00	61,740.00	64,827.00
Total	$545,000.00	-	$83,762.72	$628,762.72	$660,200.86

SIGNIFICANT DATES

Dated.. 11/15/2018
Delivery Date.. 11/15/2018
First Coupon Date.. 8/01/2019

Yield Statistics

Bond Year Dollars.. $3,240.06
Average Life.. 5.945 Years
Average Coupon.. 2.5852248%

Net Interest Cost (NIC).. 2.7197904%
True Interest Cost (TIC).. 2.7244814%
Bond Yield for Arbitrage Purposes.. 2.5175968%
All Inclusive Cost (AIC).. 3.0641737%

IRS Form 8038

Net Interest Cost.. 2.5852248%
Weighted Average Maturity.. 5.945 Years

Interest rates are estimates. Changes in rates may cause significant alterations to this schedule. The actual underwriter's discount bid may also vary.

$385,000

City of Robbinsdale, Minnesota

General Obligation Bonds, Series 2018A

Utility Portion - Sanitary Sewer

DEBT SERVICE SCHEDULE

Date	Principal	Coupon	Interest	Total P+I	105% DS
02/01/2019	-	-	-	-	-
02/01/2020	35,000.00	1.850%	11,287.56	46,287.56	48,601.94
02/01/2021	35,000.00	1.950%	8,672.50	43,672.50	45,856.13
02/01/2022	35,000.00	2.100%	7,990.00	42,990.00	45,139.50
02/01/2023	35,000.00	2.200%	7,255.00	42,255.00	44,367.75
02/01/2024	40,000.00	2.350%	6,485.00	46,485.00	48,809.25
02/01/2025	40,000.00	2.500%	5,545.00	45,545.00	47,822.25
02/01/2026	40,000.00	2.600%	4,545.00	44,545.00	46,772.25
02/01/2027	40,000.00	2.700%	3,505.00	43,505.00	45,680.25
02/01/2028	40,000.00	2.800%	2,425.00	42,425.00	44,546.25
02/01/2029	45,000.00	2.900%	1,305.00	46,305.00	48,620.25
Total	$385,000.00	-	$59,015.06	$444,015.06	$466,215.81

SIGNIFICANT DATES

Dated........ 11/15/2018
Delivery Date........ 11/15/2018
First Coupon Date........ 8/01/2019

Yield Statistics

Bond Year Dollars........ $2,281.28
Average Life........ 5.925 Years
Average Coupon........ 2.5869300%

Net Interest Cost (NIC)........ 2.7219421%
True Interest Cost (TIC)........ 2.7266157%
Bond Yield for Arbitrage Purposes........ 2.5175968%
All Inclusive Cost (AIC)........ 3.0675402%

IRS Form 8038

Net Interest Cost........ 2.5869300%
Weighted Average Maturity........ 5.925 Years

Interest rates are estimates. Changes in rates may cause significant alterations to this schedule. The actual underwriter's discount bid may also vary.

$330,000

City of Robbinsdale, Minnesota

General Obligation Bonds, Series 2018A

Utility Portion - Water

DEBT SERVICE SCHEDULE

Date	Principal	Coupon	Interest	Total P+I	105% DS
02/01/2019	-	-	-	-	-
02/01/2020	30,000.00	1.850%	9,661.64	39,661.64	41,644.72
02/01/2021	30,000.00	1.950%	7,422.50	37,422.50	39,293.63
02/01/2022	30,000.00	2.100%	6,837.50	36,837.50	38,679.38
02/01/2023	30,000.00	2.200%	6,207.50	36,207.50	38,017.88
02/01/2024	35,000.00	2.350%	5,547.50	40,547.50	42,574.88
02/01/2025	35,000.00	2.500%	4,725.00	39,725.00	41,711.25
02/01/2026	35,000.00	2.600%	3,850.00	38,850.00	40,792.50
02/01/2027	35,000.00	2.700%	2,940.00	37,940.00	39,837.00
02/01/2028	35,000.00	2.800%	1,995.00	36,995.00	38,844.75
02/01/2029	35,000.00	2.900%	1,015.00	36,015.00	37,815.75
Total	$330,000.00	-	$50,201.64	$380,201.64	$399,211.72

SIGNIFICANT DATES

Dated........ 11/15/2018
Delivery Date........ 11/15/2018
First Coupon Date........ 8/01/2019

Yield Statistics

Bond Year Dollars........ $1,944.67
Average Life........ 5.893 Years
Average Coupon........ 2.5815036%

Net Interest Cost (NIC)........ 2.7172595%
True Interest Cost (TIC)........ 2.7220442%
Bond Yield for Arbitrage Purposes........ 2.5175968%
All Inclusive Cost (AIC)........ 3.0645683%

IRS Form 8038
Net Interest Cost........ 2.5815036%
Weighted Average Maturity........ 5.893 Years

Interest rates are estimates. Changes in rates may cause significant alterations to this schedule. The actual underwriter's discount bid may also vary.

$575,000

City of Robbinsdale, Minnesota

General Obligation Bonds, Series 2018A

Equipment Certificates Portion - 5 Yr Other Equip

DEBT SERVICE SCHEDULE

Date	Principal	Coupon	Interest	Total P+I	105% Levy
02/01/2019	-	-	-	-	-
02/01/2020	110,000.00	1.850%	14,584.81	124,584.81	130,814.05
02/01/2021	115,000.00	1.950%	10,007.50	125,007.50	131,257.88
02/01/2022	115,000.00	2.100%	7,765.00	122,765.00	128,903.25
02/01/2023	115,000.00	2.200%	5,350.00	120,350.00	126,367.50
02/01/2024	120,000.00	2.350%	2,820.00	122,820.00	128,961.00
Total	$575,000.00	-	$40,527.31	$615,527.31	$646,303.68

SIGNIFICANT DATES

Dated	11/15/2018
Delivery Date	11/15/2018
First Coupon Date	8/01/2019

Yield Statistics

Bond Year Dollars	$1,866.39
Average Life	3.246 Years
Average Coupon	2.1714290%
Net Interest Cost (NIC)	2.4178943%
True Interest Cost (TIC)	2.4274382%
Bond Yield for Arbitrage Purposes	2.5175968%
All Inclusive Cost (AIC)	3.0197985%

IRS Form 8038

Net Interest Cost	2.1714290%
Weighted Average Maturity	3.246 Years

Interest rates are estimates. Changes in rates may cause significant alterations to this schedule. The actual underwriter's discount bid may also vary.

$510,000

City of Robbinsdale, Minnesota

General Obligation Bonds, Series 2018A
Equipment Certificates Portion - 9 Yr Fire Truck

DEBT SERVICE SCHEDULE

Date	Principal	Coupon	Interest	Total P+I	105% Levy
02/01/2019	-	-	-	-	-
02/01/2020	50,000.00	1.850%	14,551.50	64,551.50	67,779.08
02/01/2021	55,000.00	1.950%	11,090.00	66,090.00	69,394.50
02/01/2022	55,000.00	2.100%	10,017.50	65,017.50	68,268.38
02/01/2023	55,000.00	2.200%	8,862.50	63,862.50	67,055.63
02/01/2024	55,000.00	2.350%	7,652.50	62,652.50	65,785.13
02/01/2025	60,000.00	2.500%	6,360.00	66,360.00	69,678.00
02/01/2026	60,000.00	2.600%	4,860.00	64,860.00	68,103.00
02/01/2027	60,000.00	2.700%	3,300.00	63,300.00	66,465.00
02/01/2028	60,000.00	2.800%	1,680.00	61,680.00	64,764.00
Total	$510,000.00	-	$68,374.00	$578,374.00	$607,292.70

SIGNIFICANT DATES

Dated........ 11/15/2018
Delivery Date........ 11/15/2018
First Coupon Date........ 8/01/2019

Yield Statistics

Bond Year Dollars........ $2,727.67
Average Life........ 5.348 Years
Average Coupon........ 2.5066846%

Net Interest Cost (NIC)........ 2.6562630%
True Interest Cost (TIC)........ 2.6621255%
Bond Yield for Arbitrage Purposes........ 2.5175968%
All Inclusive Cost (AIC)........ 3.0355889%

IRS Form 8038

Net Interest Cost........ 2.5066846%
Weighted Average Maturity........ 5.348 Years

Interest rates are estimates. Changes in rates may cause significant alterations to this schedule. The actual underwriter's discount bid may also vary.

$252,076

City of Robbinsdale, Minnesota

General Obligation Bonds, Series 2018A

Assessment Revenue

ASSESSMENT INCOME

Date	Principal	Coupon	Interest	Total P+I
12/31/2018	-	-	-	-
12/31/2019	16,912.07	5.250%	16,542.49	33,454.56
12/31/2020	21,108.45	5.250%	12,346.10	33,454.55
12/31/2021	22,216.64	5.250%	11,237.92	33,454.56
12/31/2022	23,383.02	5.250%	10,071.54	33,454.56
12/31/2023	24,610.62	5.250%	8,843.94	33,454.56
12/31/2024	25,902.68	5.250%	7,551.88	33,454.56
12/31/2025	27,262.57	5.250%	6,191.98	33,454.55
12/31/2026	28,693.86	5.250%	4,760.70	33,454.56
12/31/2027	30,200.29	5.250%	3,254.26	33,454.55
12/31/2028	31,785.80	5.250%	1,668.76	33,454.56
Total	$252,076.00	-	$82,469.57	$334,545.57

SIGNIFICANT DATES

Filing Date 10/01/2018
First Payment Date 12/31/2019

Aggregate Water Debt

Calendar Year	2012A $1,130,000	2013A $850,000	2015A $715,000	2017A $640,000	2018A $330,000*	TOTAL
2018	119,847.50	95,425.00	81,175.00	15,497.78	-	311,945.28
2019	123,665.00	97,950.00	79,225.00	66,850.00	5,672.89	373,362.89
2020	122,256.25	95,400.00	82,200.00	75,200.00	37,700.00	412,756.25
2021	125,520.00	97,775.00	80,100.00	73,400.00	37,130.00	413,925.00
2022	123,480.00	95,468.75	78,000.00	71,600.00	36,522.50	405,071.25
2023	121,200.00	98,443.75	80,825.00	74,725.00	35,877.50	411,071.25
2024	-	96,187.50	78,950.00	72,775.00	40,136.25	288,048.75
2025	-	-	82,400.00	70,825.00	39,287.50	192,512.50
2026	-	-	80,800.00	74,150.00	38,395.00	193,345.00
2027				72,662.50	37,467.50	110,130.00
2028				75,937.50	36,505.00	112,442.50
2029				-	35,507.50	35,507.50
	$735,968.75 -	$676,650.00	$723,675.00 -	$743,622.78	$380,201.64	$3,260,118.17

Aggregate Sanitary Sewer Debt

Calendar Year	2012A $1,175,000	2013A $1,725,000	2015A $795,000	2017A $720,000	2018A $385,000*	TOTAL
2018	130,210.00	196,412.50	88,100.00	17,435.00	-	432,157.50
2019	128,950.00	196,387.50	90,925.00	73,975.00	6,627.56	496,865.06
2020	127,480.00	196,212.50	88,675.00	82,175.00	43,996.25	538,538.75
2021	125,710.00	195,887.50	91,350.00	85,150.00	43,331.25	541,428.75
2022	128,625.00	201,168.75	88,950.00	83,050.00	42,622.50	544,416.25
2023	126,250.00	197,012.50	91,475.00	80,950.00	41,870.00	537,557.50
2024	-	197,437.50	89,350.00	83,775.00	46,015.00	416,577.50
2025	-	-	87,650.00	81,525.00	45,045.00	214,220.00
2026	-	-	90,900.00	84,600.00	44,025.00	219,525.00
2027				82,900.00	42,965.00	125,865.00
2028				81,000.00	41,865.00	122,865.00
2029				-	45,652.50	45,652.50
	$767,225.00	$1,380,518.75	$807,375.00	$836,535.00	$444,015.06	$4,235,668.81

Aggregate Storm Sewer Debt

Calendar Year	2012A $255,000	2013A $240,000	2015A $1,295,000	2017A $1,030,000	2018A $545,000*	TOTAL
2018	27,187.50	29,343.75	144,425.00	24,974.76		225,931.01
2019	26,925.00	28,593.75	145,900.00	107,162.50	9,390.22	317,971.47
2020	26,618.75	27,843.75	147,225.00	119,537.50	57,788.75	379,013.75
2021	26,250.00	27,093.75	148,400.00	116,687.50	61,885.00	380,316.25
2022	25,825.00	26,453.13	144,500.00	118,762.50	60,872.50	376,413.13
2023	30,300.00	25,906.25	145,525.00	120,687.50	64,742.50	387,161.25
2024	-	25,312.50	147,100.00	117,537.50	63,491.25	353,441.25
2025	-	-	144,300.00	119,312.50	62,157.50	325,770.00
2026	-	-	146,450.00	116,562.50	60,755.00	323,767.50
2027				119,168.75	64,230.00	183,398.75
2028				116,437.50	62,580.00	179,017.50
2029					60,870.00	60,870.00
	$163,106.25	$190,546.88	$1,313,825.00	$1,196,831.01	$628,762.72	$3,493,071.86

** Estimate*

Member ____________ moved and Member ______________ seconded a motion that the following resolution be read and adopted this 18th of September, 2018.

RESOLUTION NO. ____

RESOLUTION PROVIDING FOR THE ISSUANCE AND SALE OF GENERAL OBLIGATION BONDS, SERIES 2018A, IN THE PROPOSED AGGREGATE PRINCIPAL AMOUNT OF $3,175,000

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

1. Improvement Bonds.

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

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

(c) The City Council finds it necessary and expedient to the sound financial management of the affairs of the City to issue obligations in the proposed principal amount of $830,000, pursuant to the Improvement Act, to provide financing for a portion of the costs of the Assessable Improvements.

2. Utility Revenue Bonds.

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

(b) The City Council finds it necessary and expedient to the sound financial management of the affairs of the City to issue obligations in the proposed principal amount of $1,260,000, pursuant to the Utility Revenue Act, to provide financing for the Utility Improvements.

3. Equipment Certificates

(a) The City is authorized by Minnesota Statutes, Chapter 475, as amended, and Minnesota Statutes, Sections 410.32 and 412.301, as amended (collectively, the "Equipment Acquisition Act"), to issue its general obligation equipment certificates of indebtedness on such terms and in such manner as the City determines to finance the purchase of items of capital equipment (the "Equipment"), subject to certain limitations contained in the Equipment Acquisition Act.

(b) The City will purchase and acquire various items of Equipment, which items are anticipated to be those listed on EXHIBIT A attached hereto and made a part hereof, or other similar equipment to be purchased pursuant to the Equipment Acquisition Act.

(c) As required by the Equipment Acquisition Act:

(i) the expected useful life of each item of Equipment is or will be at least as long as the term of the equipment certificates issued to finance such Equipment; and

(ii) the principal amount of equipment certificates to be issued in the year 2018 will not exceed one-quarter of one percent (0.25%) of the estimated market value of taxable property in the City for the year 2018.

(d) The City Council finds it necessary and expedient to the sound financial management of the affairs of the City to issue obligations in the proposed principal amount of $1,085,000 (the "Equipment Certificates"), pursuant to the Equipment Acquisition Act, to provide financing for the acquisition of the Equipment.

4. Sale of Bonds.

(a) It is necessary and expedient to the sound financial management of the affairs of the City to issue its General Obligation Bonds, Series 2018A (the "Bonds"), in the proposed aggregate principal amount of $3,175,000, pursuant to the Improvement Act, the Utility Revenue Act, and the Equipment Acquisition Act (collectively, the "Act"), to provide financing for the Assessable Improvements, the Utility Improvements, and the Equipment. The Bonds will be issued, sold, and delivered in accordance with the Terms of Proposal attached hereto as EXHIBIT B (the "Terms of Proposal").

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

5. Authority of Municipal Advisor. Springsted Incorporated is authorized and directed to negotiate the Bonds in accordance with the Terms of Proposal. The City Council will meet at 7:00 P.M. on Tuesday, October 16, 2018, to consider proposals on the Bonds and take any other appropriate action with respect to the Bonds.

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

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

8. Official Statement. In connection with the sale of the Bonds, the officers or employees of the City are authorized and directed to cooperate with Springsted Incorporated and participate in the

preparation of an official statement for the Bonds and to execute and deliver it on behalf of the City upon its completion.

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

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

and the following voted against the same:

WHEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED THIS 18TH DAY OF SEPTEMBER, 2018.

Regan Murphy, Mayor

ATTEST:

Kate Croteau, City Clerk

EXHIBIT A

LIST OF EQUIPMENT

Equipment	Economic Life	Cost
Fire Truck	30 years	$ 511,792
Vehicle Lift	15 years	36,132
Utility Truck	10 years	36,849
Small Dump Truck	10 years	69,297
2 Pickup Trucks	10 years	72,675
2 Dump/Plow Trucks	10 years	358,255
TOTAL		$1,085,000

EXHIBIT B

TERMS OF PROPOSAL

DETAILS OF THE BONDS

The Bonds will be dated as of the date of delivery and will bear interest payable on February 1 and August 1 of each year, commencing August 1, 2019. Interest will be computed on the basis of a 360-day year of twelve 30-day months.

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

2020	$340,000	2022	$365,000	2024	$385,000	2026	$275,000	2028	$285,000
2021	$360,000	2023	$370,000	2025	$275,000	2027	$285,000	2029	$235,000

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

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

BOOK ENTRY SYSTEM

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

REGISTRAR

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

OPTIONAL REDEMPTION

The City may elect on February 1, 2027, and on any day thereafter, to redeem Bonds due on or after February 1, 2028. Redemption may be in whole or in part and if in part at the option of the City and in such manner as the City shall determine. If less than all Bonds of a maturity are called for redemption, the City will notify DTC of the particular amount of such maturity to be redeemed. DTC will determine by lot the amount of each participant's interest in such maturity to be redeemed and each participant will then select by lot the beneficial ownership interests in such maturity to be redeemed. All redemptions shall be at a price of par plus accrued interest.

SECURITY AND PURPOSE

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

BIDDING PARAMETERS

Proposals shall be for not less than $3,149,600 plus accrued interest, if any, on the total principal amount of the Bonds. No proposal can be withdrawn or amended after the time set for receiving proposals on the Sale Date unless the meeting of the City scheduled for award of the Bonds is adjourned, recessed, or continued to another date without award of the Bonds having been made. Rates shall be in integral multiples of 1/100 or 1/8 of 1%. The initial price to the public for each maturity as stated on the proposal must be 98.0% or greater. Bonds of the same maturity shall bear a single rate from the date of the Bonds to the date of maturity. No conditional proposals will be accepted.

ESTABLISHMENT OF ISSUE PRICE

In order to provide the City with information necessary for compliance with Section 148 of the Internal Revenue Code of 1986, as amended, and the Treasury Regulations promulgated thereunder (collectively, the "Code"), the Purchaser will be required to assist the City in establishing the issue price of the Bonds and shall complete, execute, and deliver to the City prior to the closing date, a written certification in a form acceptable to the Purchaser, the City, and Bond Counsel (the "Issue Price Certificate") containing the following for each maturity of the Bonds (and, if different interest rates apply within a maturity, to each separate CUSIP number within that maturity):: (i) the interest rate; (ii) the reasonably expected initial offering price to the "public" (as said term is defined in Treasury Regulation Section 1.148-1(f) (the "Regulation")) or the sale price; and (iii) pricing wires or equivalent communications supporting such offering or sale price. Any action to be taken or documentation to be received by the City pursuant hereto may be taken or received on behalf of the City by Springsted.

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

(i) the City shall cause this Terms of Proposal to be disseminated to potential bidders in a manner that is reasonably designed to reach potential bidders;

(ii) all bidders shall have an equal opportunity to submit a bid;

(iii) the City reasonably expects that it will receive bids from at least three bidders that have established industry reputations for underwriting municipal bonds such as the Bonds; and

(iv) the City anticipates awarding the sale of the Bonds to the bidder who provides a proposal with the lowest true interest cost, as set forth in this Terms of Proposal (See "AWARD" herein).

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

If all of the requirements of a "competitive sale" are not satisfied, the City shall advise the Purchaser of such fact prior to the time of award of the sale of the Bonds to the Purchaser. **In such event, any proposal submitted will not be subject to cancellation or withdrawal.** Within twenty-four (24) hours of the notice of award of the sale of the Bonds, the Purchaser shall advise the City and Springsted if 10% of any maturity of the Bonds (and, if different interest rates apply within a maturity, to each separate

CUSIP number within that maturity) has been sold to the public and the price at which it was sold. The City will treat such sale price as the "issue price" for such maturity, applied on a maturity-by-maturity basis. The City will not require the Purchaser to comply with that portion of the Regulation commonly described as the "hold-the-offering-price" requirement for the remaining maturities, but the Purchaser may elect such option. If the Purchaser exercises such option, the City will apply the initial offering price to the public provided in the proposal as the issue price for such maturities. If the Purchaser does not exercise that option, it shall thereafter promptly provide the City and Springsted the prices at which 10% of such maturities are sold to the public; provided such determination shall be made and the City and Springsted notified of such prices whether or not the closing date has occurred, until the 10% test has been satisfied as to each maturity of the Bonds or until all of the Bonds of a maturity have been sold.

GOOD FAITH DEPOSIT

To have its proposal considered for award, the Purchaser is required to submit a good faith deposit to the City in the amount of $31,750 (the "Deposit") no later than 1:00 P.M., Central Time on the Sale Date. The Deposit may be delivered as described herein in the form of either (i) a certified or cashier's check payable to the City; or (ii) a wire transfer. The Purchaser shall be solely responsible for the timely delivery of its Deposit whether by check or wire transfer. Neither the City nor Springsted have any liability for delays in the receipt of the Deposit. If the Deposit is not received by the specified time, the City may, at its sole discretion, reject the proposal of the lowest bidder, direct the second lowest bidder to submit a Deposit, and thereafter award the sale to such bidder.

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

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

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

AWARD

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

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

BOND INSURANCE AT PURCHASER'S OPTION

The City has **not** applied for or pre-approved a commitment for any policy of municipal bond insurance with respect to the Bonds. If the Bonds qualify for municipal bond insurance and a bidder desires to purchase a policy, such indication, the maturities to be insured, and the name of the desired insurer must be set forth on the bidder's proposal. The City specifically reserves the right to reject any bid specifying municipal bond insurance, even though such bid may result in the lowest TIC to the City. All costs associated with the issuance and administration of such policy and associated ratings and expenses (other than any independent rating requested by the City) shall be paid by the successful bidder. Failure of the municipal bond insurer to issue the policy after the award of the Bonds shall not constitute cause for failure or refusal by the successful bidder to accept delivery of the Bonds.

CUSIP NUMBERS

If the Bonds qualify for the assignment of CUSIP numbers such numbers will be printed on the Bonds; however, neither the failure to print such numbers on any Bond nor any error with respect thereto will constitute cause for failure or refusal by the Purchaser to accept delivery of the Bonds. Springsted will apply for CUSIP numbers pursuant to Rule G-34 implemented by the Municipal Securities Rulemaking Board. The CUSIP Service Bureau charge for the assignment of CUSIP identification numbers shall be paid by the Purchaser.

SETTLEMENT

On or about November 15, 2018, the Bonds will be delivered without cost to the Purchaser through DTC in New York, New York. Delivery will be subject to receipt by the Purchaser of an approving legal opinion of Kennedy & Graven, Chartered of Minneapolis, Minnesota, and of customary closing papers, including a no-litigation certificate. On the date of settlement, payment for the Bonds shall be made in federal, or equivalent, funds that shall be received at the offices of the City or its designee not later than 12:00 Noon, Central Time. Unless compliance with the terms of payment for the Bonds has been made impossible by action of the City, or its agents, the Purchaser shall be liable to the City for any loss suffered by the City by reason of the Purchaser's non-compliance with said terms for payment.

CONTINUING DISCLOSURE

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

OFFICIAL STATEMENT

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

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

Dated September 18, 2018

BY ORDER OF THE CITY COUNCIL

/s/ Marcia Glick
City Manager

STATE OF MINNESOTA)
)
COUNTY OF HENNEPIN)
)
CITY OF ROBBINSDALE)

I, the undersigned, being the duly qualified City Clerk of the City of Robbinsdale, Minnesota (the "City"), hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of the City Council of the City held on Tuesday, September 18, 2018, with the original minutes on file in my office and the extract is a full, true, and correct copy of the minutes, insofar as they relate to the issuance and sale of the City's General Obligation Bonds, Series 2018A, in the proposed aggregate principal amount of $3,175,000.

WITNESS My hand as City Clerk and the corporate seal of the City this ____ day of ___________, 2018.

____
City Clerk
City of Robbinsdale, Minnesota

(SEAL)

536346v3 JAE RB160-254

City of Robbinsdale

TO:	City Council
FROM:	Marcia Glick, City Manager
DATE:	September 4, 2018
RE:	Voucher Requests Pending Approval for Disbursement

The check register dated September 4, 2018 reflects the voucher requests pending approval for disbursement.

The check register dated August 22, 2018 through September 4, 2018 is a list of vouchers requiring payment for City funds, Deputy Registrar, liquor, and miscellaneous purchases. The payments are required prior to the next Council meeting.

Recommendation
By motion approve disbursement requests for period ending September 4, 2018.

Marcia E. Glick

Marcia Glick, City Manager

CONCURRENCE:

Larry Jacobson

Larry Jacobson, Finance Director

City of Robbinsdale

Other Business B

MEMORANDUM

To:	Mayor and Council Members
From:	Marcia Glick, City Manager
Date:	September 18, 2018
Re:	Enterprise Funds Budget, Capital Project Funds Budget, and CIP Plan Work Sessions

Background

Work Sessions need to be scheduled for the presentation and review of the Proposed City Manager's Budget for the 2019 Enterprise and Capital Improvement Funds, and the 2019-2023 Capital Improvement Plan.

Options for the meetings are as follows:

- October 16th after the council meeting
- October 30th as a separate work session
- November 7th after the council meeting
- November 13th after the REDA meeting (option to set as a follow-up meeting if needed.)
- November 20th after the council meeting (option to set as a follow-up meeting if needed.)

Recommendation

By motion, set a series of Work Sessions to discuss the Proposed City Manager's Budget for 2019 Enterprise and Capital Project Funds, and the 2019-2023 Capital Improvement Plan, for the dates listed above along with a follow-up session.

Marcia Glick

Marcia Glick, City Manager

Concurrence:

Larry Jacobson

Larry Jacobson, Finance Director