



CITY COUNCIL MEETING
December 20, 2016
4100 Lakeview Avenue North
Robbinsdale, Minnesota
7:00 p.m.

A G E N D A

CITIZEN PARTICIPATION

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

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

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

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

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

- 1. CITY COUNCIL MEETING CALLED TO ORDER
- 2. ROLL CALL: Selman, Backen, Blonigan, Rogan, Mayor Murphy
- 3. **MICROPHONE CHECK:** Rogan, Selman, Backen, Blonigan, Mayor Murphy
- 4. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE CITY COUNCIL ON MATTERS NOT ON THE AGENDA
- 5. APPROVAL OF THE DECEMBER 20, 2016, MEETING AGENDA

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

- | | | |
|----|--|-------|
| A. | Motion to approve and order placed on file minutes of the City Council Meeting of 12/06/16 and City Council Regular Monthly Work Session of 12/06/16. | 1-11 |
| B. | Motion to acknowledge receipt and placing on file minutes of the following Commissions and Boards:
1. Senior Commission of 11/07/16
2. Planning Commission of 11/17/16 | 12-14 |
| C. | Motion to approve issuance of licenses from list dated 12/20/16. | 15-17 |
| D. | Motion to appoint Terese Lynch to the HRC for a term to commence December 20, 2016. | 18-19 |
| E. | <u>2017 Liquor License Renewal for Westphal American Legion</u>
Motion to approve renewal of the license subject to the City Clerk's office receiving applicable insurance and all other information needed to satisfy ordinance requirements. | 20 |
| F. | <u>2017 Liquor License Renewal for Wicked Wort Brewing Company</u>
Motion to approve renewal of the license subject to the City Clerk's office receiving applicable insurance and all other information needed to satisfy ordinance requirements. | 21 |
| G. | <u>2017 Liquor License Renewal for Travail Kitchen/ Rookery</u>
Motion to approve renewal of the license subject to the City Clerk's office receiving applicable insurance and all other information needed to satisfy ordinance requirements. | 22 |
| H. | <u>2017 Liquor License Renewal for RSPV, Inc. dba St. Petersburg Restaurant</u>
Motion to approve renewal of the license subject to the City Clerk's office receiving applicable insurance and all other information needed to satisfy ordinance requirements. | 23 |

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- I. **2017 Liquor License Renewal for Pig Ate My Pizza** 24
Motion to approve renewal of the license subject to the City Clerk's office receiving applicable insurance and all other information needed to satisfy ordinance requirements.
- J. **2017 Liquor License Renewal for Nonna Rosa's Ristorante Italiano** 25
Motion to approve renewal of the license subject to the City Clerk's office receiving applicable insurance and all other information needed to satisfy ordinance requirements.
- K. **2017 Liquor License Renewal for Mai Thai Restaurant** 26
Motion to approve renewal of the license subject to the City Clerk's office receiving applicable insurance and all other information needed to satisfy ordinance requirements.
- L. **2017 Liquor License Renewal for The Lodge** 27
Motion to approve renewal of the license subject to the City Clerk's office receiving applicable insurance and all other information needed to satisfy ordinance requirements.
- M. **2017 Liquor License Renewal for El Toro Mexican Restaurant** 28
Motion to approve renewal of the license subject to the City Clerk's office receiving applicable insurance and all other information needed to satisfy ordinance requirements.
- N. **2017 Liquor License Renewal for Broadway Pizza/ Eagles Nest** 29
Motion to approve renewal of the license subject to the City Clerk's office receiving applicable insurance and all other information needed to satisfy ordinance requirements.
- O. Motion to approve the non-represented employee 2.5% wage adjustment effective January 1, 2017. 30
- P. **Franchise Fee Ordinances – Xcel Energy and CenterPoint Energy** 31-38
Motion to hold the Second Reading of the Ordinances 16-18 & 16-19 (shown Exhibit 1 and Exhibit 2.) (Ord.32-34) (Ord.35-37)
- Q. Motion to authorize the City Manager to execute the agreement with OpenGov for the Intelligence and Transparency product for the contract period 12/31/2016 – 12/30/2021 with an annual fee of \$8,075.00 and a total price of \$40,375.00 for the five year period. 39-40

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- R. Motion to approve and acknowledge the Robbinsdale Wine & Spirits for the month of October 2016. 41-44
- S. Motion to approve the November 2016 payment for City credit card charges. 45-49
- T. Motion to authorize the Mayor and City Manager to enter into an agreement for the provision of HVAC services in City buildings with Yale Mechanical of Bloomington Minnesota for the period – January 1, 2017 through December 31, 2019 with an option for an additional three (3) years extension in one year increments. 50-53
- 7. PRESENTATIONS
There are no presentations scheduled.
- 8. PUBLIC HEARING
 - A. **City's Proposed Street Improvement and Reconstruction Plan 2017-2021** 54-65
 - 1. Hold the public hearing; and
 - 2. Motion to waive the reading and order the adoption of Resolution No. XXXX: "A RESOLUTION ADOPTING THE CITY'S FIVE-YEAR STREET IMPROVEMENT AND RECONSTRUCTION PLAN 2017-2021." Res.(64-65)
 - B. **City's Capital Improvement Plan 2017-2020** 66-91
 - 1. Hold the public hearing; and
 - 2. Motion to waive the reading and order the adoption of Resolution No. XXXX: "A RESOLUTION ADOPTING THE CITY'S FIVE-YEAR CAPITAL IMPROVEMENT PLAN 2017-2021." Res.(90-91)
- 9. OLD BUSINESS
 - A. **Adoption of Resolutions pertaining to 2017 Budget and Property Tax Levies** 92-96
 - 1. Motion to waive the reading and order the adoption of Resolution No. XXXX: "A RESOLUTION ADOPTING THE 2017 CITY PROPERTY TAX LEVY IN THE AMOUNT OF \$5,881,531 AND ORDERING ITS CERTIFICATION TO THE HENNEPIN COUNTY AUDITOR." Res.(93)
 - 2. Motion to waive the reading and order the adoption of Resolution No. XXXX: "A RESOLUTION ADOPTING THE 2017 FINAL BUDGET AND COMMITTING FUND BALANCE." Res.(94-95)

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3. Motion to waive the reading and order the adoption of Resolution No. XXXX: "A RESOLUTION ADOPTING THE 2017 HRA TAX LEVY IN THE AMOUNT OF \$164,860 AND ORDERING ITS CERTIFICATION TO THE HENNEPIN COUNTY AUDITOR." 96
- B. **Conditional Use Permit Request C16-4 for Donation drop-off site at Robin Center** 97-100
 1. Motion to adopt the Resolution No. XXXX: "A RESOLUTION DENYING CONDITIONAL USE PERMIT REQUEST C16-4 TO ALLOW THE OUTSIDE COLLECTION OF DISCARDED CLOTHING AND HOUSEHOLD ITEMS IN THE DESIGNATED LOCATION IN THE ROBIN CENTER PARKING LOT BASED UPON FINDINGS OF FACT; and Res.(98-100)
 2. By motion, to approve a one year temporary allowance for the Saver's donation site at Robin Center.
- C. **Pawn America – Pawnbroker & Second Hand Goods License Renewal – 4134 West Broadway** 101
 1. Motion to approve the 2017 Pawnbroker and Second Hand Goods license renewals for Pawn America Minnesota, LLC at 4134 West Broadway.
 2. Due to compliance improvements, consider changing audit frequency from monthly to quarterly.
10. **NEW BUSINESS**

There are no New Business items scheduled.
11. **OTHER BUSINESS**
 - A. Motion to approve disbursements request for period ending 12/20/16. 102
12. **ADMINISTRATIVE REPORTS**
13. **COUNCIL GENERAL COMMUNICATIONS**

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14. ADJOURNMENT



Marcia Glick, City Manager

ITEMS PENDING OR UNDER STUDY FOR COUNCIL CONSIDERATION

ITEM	DEPARTMENT RESPONSIBILITY	ANTICIPATED AGENDA DATE
1. Annual Meeting	Admin	01/03/16

City of Robbinsdale
CITY COUNCIL MINUTES
December 6, 2016
Meeting No. 24

CALL TO ORDER

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

ROLL CALL

2. Present: Rogan, Selman, Backen, Blonigan, Mayor Murphy
Absent: None
Staff: Marcia Glick, City Manager; Tom Marshall, Director of Admin. Services;
Larry Jacobson, Finance Director; Rick Pearson, Community Development
Coordinator; Richard McCoy, City Engineer/ Public Works Director.

OPPORTUNITY FOR THE PUBLIC

3. Mayor Murphy opened the floor to anyone wishing to speak on any items not on the agenda; seeing no one else who wished to address the Council he closed the floor.

APPROVAL OF AGENDA

4. Glick noted the addition of New Business B – Change of Order the Pavilion Project.
5. Member Selman **MOVED**, seconded by Member Rogan to approve the agenda.
The vote was unanimous and the motion carried.

CONSENT AGENDA

6. Member Blonigan **MOVED**, seconded by Member Rogan to approve the Consent Agenda, items A through I. **The vote was unanimous and the motion carried.**
7. Items approved are as follows:
 - A. Motion to approve and order placed on file minutes of the regular City Council Minutes of November 15, 2016, City Council Work Session Minutes of November 15, 2016 and the Special City Council Minutes of November 22, 2016.
 - B. Motion to acknowledge receipt and placing on file minutes of the following Commissions and Boards:
 1. Parks, Recreation & Forestry Commission for 10/25/16.
 2. Planning Commission for 10/27/16.
 - C. Motion to approve issuance of licenses from list dated 12/06/16.

- D. Motion to appoint the City's new License Center Manager, Ms. Kristi Goodew as the Deputy Registrar for the Robbinsdale Motor Vehicle Office.
- E. Motion to acknowledge the Deputy Registrar's financial reports for the month of October 2016.
- F. Motion to approve the October 2016 payment for City credit card charges.
- G. By motion, waive the reading and order the adoption of Resolution No. 7533 "A RESOLUTION ORDERING THE ABATEMENT OF CONDITIONS CREATING A NUISANCE AND A HAZARDOUS PROPERTY EXISTING AT 3800 VERA CRUZ AVENUE NORTH IN THE CITY OF ROBBINSDALE."
- H. By motion, authorize the Mayor and City manager to execute a Memorandum of Understanding (MOU) between the City and the Shingle Creek Watershed Management Commission for the use of City owned property in the vicinity of Halifax and 46th Avenue for the purpose of tracking carp.
- I. Motion to waive the reading and order the adoption of the attached Resolution No. 7534 "A RESOLUTION ACCEPTING BIDS AND AWARDING CONTRACT FOR ROOF AND SKYLIGHT REPLACEMENT AT CITY HALL - CITY PROJECTS 14017 AND 12916."

PRESENTATION A – Whiz Bag Days Ambassadors

- 8. The Ambassadors introduced themselves to the Mayor, Councilmembers and the public. Ambassadors of WBD 2016-17 include: Bethany Benson, Bailey Benson, Kylee Schwieger, Josie Pearson, Lillee Couture, Kristiana Turnquist and Jayla Anderson.
- 9. Mayor Murphy thanked the Ambassadors for representing Robbinsdale.
- 10. Miss Robbinsdale (Jayla Anderson) won 3rd place at the Jesse James Parade for their float. The best way to learning about becoming an Ambassador is to go to the WBD website or talk to an Ambassador. The group estimated that they had attended 30 events so far since being awarded their titles.
- 11. Member Selman noted that the Ambassadors represent Robbinsdale and the 281 School District.

PRESENTATION B – Metro Paint-A-Thon Program (Molly Chandler, Senior Services Director)

- 12. Chandler provided information on the program which assists low-income seniors with home exterior maintenance. The program and its volunteers typically do 50-60 projects each year. Half of the requests sent in are usually completed. Work is mostly performed on 1-story or 1½ -story homes. More information can be found on the organization's website including how to volunteer as a team.

PUBLIC HEARING A - Finds on Broadway – Consignment & Second Hand Goods Licenses – 4180 West Broadway.

13. Tom Marshall read from the staff report.
14. Mayor Murphy opened the Public Hearing; seeing no one else who wished to address the Council he closed the floor.
15. Member Rogan **MOVED**, seconded by Member Backen to close the Public Hearing. **The vote was unanimous and the motion carried**
16. Member Rogan **MOVED**, seconded by Member Blonigan to consider approval of Consignment and Second Hand Goods 2017 licenses for Celeste Shahidi, dba Finds on Broadway, for 4180 West Broadway. **The vote was unanimous and the motion carried**
17. Celeste Shahidi thanked the City for their support thought out the year. Noted that the Minneapolis/ Minnehaha area has signs “shopping and destination” area.
18. Mayor Murphy suggested that a sign could be put on the business wall.

19. **PUBLIC HEARING B - Pawn America – Pawnbroker & Second Hand Good License – 4134 West Broadway**

20. Tom Marshall read from the staff report.
21. Mayor Murphy opened the Public Hearing; seeing no one else who wished to address the Council he closed the floor.
22. Member Backen **MOVED**, seconded by Member Selman to close the Public Hearing. **The vote was unanimous and the motion carried**
23. Member Backen **MOVED**, seconded by Member Rogan to table action on license renewal until December 20, 2016 of the 2017 Pawnbroker and Second Hand Goods licenses for Pawn America Minnesota, LLC at 4134 West Broadway. **The vote was unanimous and the motion carried**

PUBLIC HEARING C - Proposed Water, Sanitary Sewer, Storm Sewer, Solid Waste and Street Light Rate Increases.

24. Larry Jacobson read from the staff report.
25. Mayor Murphy opened the Public Hearing; seeing no one else who wished to address the Council he closed the floor.
26. Member Selman **MOVED**, seconded by Member Blonigan to close the Public Hearing. **The vote was unanimous and the motion carried**

27. Member Selman **MOVED**, seconded by Member Blonigan to waive the reading and order the adoption of Resolution No. 7535 "A RESOLUTION ESTABLISHING CITY WATER, SANITARY SEWER, STORM SEWER SOLID WASTE, AND STREET LIGHT RATES IN THE CITY OF ROBBINSDALE EFFETIVE FOR ALL USAGE BEGINNING JANUARY 1, 2017." **The vote was unanimous and the motion carried**

PUBLIC HEARING D - 2017 Budget and Tax Levy

28. Jacobson read from the staff report and shared highlights on a Power Point Presentation.
29. Mayor Murphy opened the Public Hearing.
30. Patty Jolin of 4400 Lake Drive stated that the valuation on her property went up right at the time as she had retired.
31. Staff recommended checking on the property tax refund programs through the state.
32. Member Selman **MOVED**, seconded by Member Backen to close the Public Hearing. **The vote was unanimous and the motion carried**
33. Glick noted that the expectation is to move forward as proposed.
34. Mayor Murphy noted that the new engineering position is needed to be responsive to storm water quality regulations.
35. Staff are requested to provide information on testing and reporting.
36. **NEW BUSINESS A - Conditional use permit request C16-4 for donation drop-off site at Robin Center.**
37. Rick Pearson read from the staff report and noted the drop off location for Savers which has been operating at the Terrace Mall. The location is staffed during business hours. The Planning Commission noted the Savers box was well maintained.
38. Member Rogan asked if the City can revoke the permit if it turns out that the use is causing problems or impacts the parking needs of the Center.
39. Pearson noted the general requirements in the code.
40. Member Selman noted concern for maintenance and asked if employees for the Savers box would require parking.

41. Erica Briesch of 444 Wentworth Ave So., Richfield, MN noted: some staff use public transportation and the truck which picks up donated items is only there for a short time.
42. Savers staff will monitor the site when on-site staff is not present.
43. Glick noted that the previous interpretation of outdoor sales required tying to a specific store in the Center. Currently there are lots of empty spaces available. However this outdoor use is not connected to any of the Center businesses.
44. Member Selman confirmed that the lease with Robin Center is for 1-year.
45. Discussion on options, adding conditions expiring 1-year from December 6, 2016, requiring the Public Hearing to extend and having staff work on a license requirement in the interim.
46. Member Backen spoke against the use.
47. Glick noted to the City Council: Section 520.05 Sub. 4 f (1) requires the outdoor use to be tied to a principal use in the Center which could be a reason to deny.
48. Member Rogan **MOVED**, seconded by Member Blonigan to table the Pilot License Program for this use to December 20, 2016. Ayes: Blonigan, Rogan, Mayor Murphy, Selman; Nay: Backen. **The motion carried 4 – 1.**

NEW BUSINESS B – Change to Order No. 2 – Lakeview Terrace Park Pavilion – Project No. 26816.

49. McCoy read from the staff report.
50. There was discussion among Council Members regarding the soils.
51. Member Rogan **MOVED**, seconded by Selman to authorize the Mayor and City Manager to approve Change Order No. 2 on Project No. 26816 for additional pile depth in the southern 1/3 of the Pavilion structure, found necessary because of poor underlying for a total additional estimated cost of \$33,326.51. **The vote was unanimous and the motion carried**

OTHER BUSINESS A - Motion to approve disbursements request for period ending 12/06/16.

52. Member Backen **MOVED**, seconded by Member Selman to approve disbursements requests for the period ending 12/06/16. **The vote was unanimous and the motion carried**

ADMINISTRATIVE REPORTS

53. Glick noted that there would be a Regular Monthly Work Session meeting at the conclusion of the night's City Council meeting.

COUNCIL GENERAL COMMUNICATIONS

54. Member Blonigan requested staff to obtain and distribute a copy of the Plymouth lighting ordinance.
55. Member Selman noted recent street sweeping unfortunately coincided with garbage collection day.
56. Member Backen noted a Crime Prevention Meeting on the 7th of December, 2016; the topic focusing on holiday crime prevention.
57. Mayor Murphy thanked everyone who participated at the Christmas Tree Lighting event (prior to the night's Council meeting). He noted the volunteers that helped at the event which included: the Ambassadors, senior volunteers, and seventh graders from Sacred Heart, Girl Scout troupe, city staff and Santa. The food drive items donated at the event will go to NEAR and PRISM.
58. Mayor Murphy suggested getting plans from Diggers on CR81 and program staff if volunteers are not available.

ADJOURNMENT

59. Member Rogan **MOVED**, seconded by Member Blonigan to adjourn the meeting at 9:20 p.m. **The vote was unanimous and the motion carried.**

Alexandria Olson, Recorder

Regan L. Murphy, Mayor

I want to thank our city staff, our City Council, Hennepin County staff, Hennepin County Commissioner Mike Opat, Inland Development, and Hy-Vee for all the work that has gone into the project thus far.

This new investment will be an anchor and catalyst for our economic development strategy. When this store opens a year from now, Robbinsdale residents, and our neighbors, will have close access to quality groceries and other amenities, as well as opportunities for employment.

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ROBBINSDALE CITY COUNCIL
REGULAR WORK SESSION MINUTES
TUESDAY, DECEMBER 6, 2016.

1. The Work Session was called to order by Mayor Pro-Tem Backen at 9:25 pm.
2. Councilmembers Present: Blonigan, Rogan, Selman, Backen, Mayor Murphy
Staff Present: Public Works Director McCoy, Police Chief Franzen, City Manager Glick
Director of Administrative and Recreation Services Marshall,
Community Development Coordinator Marshall, Finance Director Jacobson,

UPDATE: Localized backyard ponding

3. McCoy noted that Crystal Lake level has stayed high all summer and fall. He showed maps illustrating ponding occurring in back yards near County Road 9, Chowen and Grimes Ave. N. The ponding happens when the lake levels are above 849. Pumping them out is not effective as the water recharges from groundwater until the lake levels go back down. The frequency is about every ten years. Discussion ensued about pumping water out of Crystal Lake and back to Minneapolis and possible options to address backyard drainage. The stormwater management system and funding is intended to drain water from the streets, not back yards. It was noted that some of the water coming into the area is running off of an alley. Engineering will devote more time on the plans and come up with estimates.

REPORTS: RailVolution Conference

4. Councilmember Blonigan presented a power point slide show of the San Francisco Railvolution event. The bike system connecting Oakland via the Bay Bridge and Treasure Island was highlighted. Bike storage areas options were shown noting that secure lockers are preferred. Examples of mixed use were also discussed including workforce housing. Street level commercial space still had vacancies. Parking ratios were reduced to one-half space per unit. One lesson shared in the workshop was that affordable housing should not be mixed with affluent housing in the same building.
5. Selman noted that one example he had seen was installing a decorative bronze leaf instead of an ugly clip to prevent skateboarders from using landscaping walls.
6. Councilmembers Selman and Rogan will present their Railvolution findings at a future worksession.

DISCUSSION: Parking Enforcement

7. Franzen explained Police efforts to respond to parking complaints. The intent of the time limit in the city code is to discourage the use of streets for long term storage of cars. In 2016 through mid-November the police have responded to 305 parking complaints. The majority get resolved though some fall through the cracks. Example where CSO chalks a tire, then gets involved in other priorities. Targeted enforcement of parking regulations can have unintended consequences.
8. Recommendation to refer all parking complaints to the Police along with the understanding that complaints often occur when residents do not know who their neighbors are and need to

be reminded that the streets are public. Suggestion is for the following implementation process:

- Review to case-by-case police review to avoid selective enforcement.
 - Is the car stolen?
 - Does it belong in the area? Contact the owner or ask area residents if they know whose car it is.
 - Mystery car – does it appear to be working, are plates valid, are there signs that the car has been there a long time. Check to see if it's still there after a couple days. Prioritize need to remove the car. Often it's a resident who is out of town or in the hospital. Priority to address stolen and junk vehicles and prevent long-term on-street vehicle storage.
- Police will verify the issue, suggest options, and prior to any area enforcement there would need to be a petition from over 50% of the block owners requesting restrictions.

2017 Proposed Enterprise Fund Operating Budget, 2017 Proposed Capital Project Fund Budgets and the 2017-2021 Proposed Capital Improvement Program

9. Jacobson noted the budget documents that the council had in the packets would be on the December 20th agenda for consideration for adoption. He highlighted that the documents are guides – not assurance that projects will go forward. There are not sufficient funds in streets and parks to do all listed items. Bond sales for projects are paid through debt levy which increases total property tax levies.
10. Glick noted that if there are issues that the City Council wished to address ahead of the December 20th meeting, a work session could be added at the end of the REDA meeting on December 13th.

2017-2021 Proposed Capital Improvement Program: Noble Ave Traffic Calming Concept

11. McCoy reviewed an option for center islands to slow traffic – he suggested starting with painting lines. Council suggested at least one crosswalk at intersections connecting the west side of Noble Ave to Lee Park along with installing “stop for pedestrian in cross walk” centerline signs.
12. McCoy noted that staff will also be recommending mid-block lighting, to achieve the same level of lighting as CR9, with all street lights being installed on the east side of the street. Staff will look at option of adding banners on the light posts.

2017-2021 Proposed Capital Improvement Program: Triangle Wading Pool

13. McCoy reported that there is a short term option to add a fine sand to the paint to get one more season vs. the more expensive sandblasting of the pool.

2017-2021 Proposed Capital Improvement Program: Miscellaneous Works

14. McCoy provided background on the handling of very small contracted works where a contractor performs the work in a batch and often curbside work is delayed by weather. Staff will work to improve communication with adjacent residents and will consider temporary patches where there will be a long wait between the work in the curb area and replacement of the curb.
15. McCoy noted that staff will investigate options for additional downtown Christmas lights.

2017-2021 Proposed Capital Improvement Program: Other Capital Projects

16. McCoy shared plans for Oakdale Avenue to address North Memorial pedestrian crossing concerns. Full reconstruction was estimated at \$2.5 M; the “Oakdale Lite” plan for mill and overlay with enhanced pedestrian crossings were estimated at \$250,000-\$300,000. Assessments for improvements will be reviewed with North Memorial.

UPDATE: Hollingsworth Park

17. Marshall distributed a preliminary layout which was added to the agenda packet. The concept shows enhancements in the flagpole area which is proposed to include a firefighter memorial – details are being reviewed with staff and concept will be brought to the City Council at a future meeting – and another area with a brick pattern inlay with the Maltese Cross. Anchor Block has donated bricks for the project. The Whiz Bang Days stage would be at the west edge of the proposed work.
18. Council members indicated concern that the development showed more stone and less grass. They also noted that city winter maintenance would be for the pedestrian trail around the lake.

UPDATE: Simple Recycling: Textiles & Household Goods

19. Glick distributed a handout which was added to the agenda packet providing detail on proposed contract requirements. She noted that the program is a new option being introduced in Brooklyn Park, Brooklyn Center, Crystal and New Hope starting in February 2017. Due to time constraints – this option will be discussed at a future meeting.

UPDATE: Municipal Liquor Study Recommendation

20. Glick distributed a handout which was added to the agenda packet. She noted that a new location adjacent to the new Hy-Vee was expected to increase sales by \$1M. Two stores would help to retain some current customers, but with the loss of sales to the new store, the current store would no longer cash flow on its own. Lease negotiations with Hy-Vee will determine whether the new location will improve city profits. Staff will continue to explore the option of a separate tax parcel for the store footprint where the City would be exempt from property taxes.

DISCUSS: Rental Property Density Option

21. This topic was last discussed in depth with the City Attorney on January 5, 2016 along with increasing fees for license start-up, single family home conversion, increased penalties and a tiered license fee system. Fees and administrative penalties were updated on January 19. Work on the rental property density option was put on hold early summer 2016. Glick noted that South St Paul had decided not to move forward with rental property density restrictions after a discussion with property owners.

DISCUSS: Performance Measure Survey Option

22. Glick noted that related to the state law for LGA distribution, the city forfeits about \$1900 in LGA and could be subject to levy limits unless it performs an annual performance measure survey. With other projects, and estimate that the performance measure analysis would cost

more than the penalty, the penalty has been taken. Staff will be considering options to add this tool.

REVIEW: Plan for 2017 Goal Session

23. Glick noted that the Goal session with Richard and Irina Fursman has been scheduled for January 28, 2017 starting at 9 am. The first 3 hours are planned to be devoted to review of the 2020 Vision and progress towards goals including both Council and Department Heads. After a lunch break, an exercise to expand upon key projects to determine anticipated timing and staffing needs noting this could be a good exercise for rental housing density or discussion of city hall/community center.

MONTHLY UPDATE: Problem Properties.

24. Report was distributed and has been added to the Agenda Packet.

25. Backen noted that some on the list had been resolved.

26. Glick noted action had been taken to move forward on civil action to abate 3800 Vera Cruz.

MONTHLY UPDATE: 2016 Goals.

27. Update distributed and has been added to the Agenda Packet.

28. Glick noted that a developer had gotten estimates and had information to discuss related to costs for preparing Robbins Beach for development. A work session has been added to the end of the REDA meeting for this discussion.

ADJOURNMENT

29. Backen adjourned the meeting at 11:42 p.m.

Rick Pearson, Recorder

Pat Backen, Mayor Pro Tem



ROBBINSDALE SENIOR COMMISSION MINUTES

6:00 pm, Monday, November 7, 2016

The Senior Commission is an advisory commission to the City Council on matters relating to the status and needs of seniors, age 55 and over, in the city and ways in which the needs of seniors may be met.

- 1) Commission Meeting Called to Order at 6:01 pm by Chairperson Bjorkquist
 Commissioners Present: David Bjorkquist, Terri Cleveland, Gene Montanez, Jerry Ruppert, Duane Bengtson
 Commissioners Absent: none
 Staff Liaison: Pam Schmitz, Recreation Programs Manager
 Others: Charlotte Hoes, Community Liaison, Copperfield Hill

- 2) Since there was no quorum in October, there are no October minutes to approve. Montanez motioned approval of the minutes of the regular meeting of June 6, 2016, second by Cleveland, all ayes.

- 3) Old Business
 - A) Commission membership
 - a. Members were notified that Laney Skeel had resigned in September and Mike Holtz recently resigned.
 - b. Discussion followed on recruitment ideas to fill the 2 vacancies. Hoes is willing to post a notice at Copperfield and Bengtson will post at Robins Landing. Schmitz will update on city website and notify City Council members.
 - B) Pedestrian Safety updates
 - a. Discussed researching a more "useful" product that would be more weather resistant and visible with reflective logos or edges. Bjorkquist will check with Broadway Awards. Based on findings, donation suggestions for printing name and/or logo could be increased from \$50 to \$100.
 - b. Schmitz will contact organizations that had previously shown interest in donating towards the cards. Montanez offered to contact North Memorial Foundation once we have more information.
 - c. Montanez presented at the October Robbinsdale Chamber meeting. Was well received-resulting in both an article in the post (<https://post.mnsun.com/2016/11/03/robbinsdale-crystal-address-pedestrian-safety/>) and a Channel 12 video (https://www.youtube.com/watch?feature=player_embedded&v=R7JnLmMRpeA) Commission members discussed how to utilize the momentum this created to help with funding the cards.
 - d. Next presentation will be at Copperfield Hill on November 14, 2:30 pm. Montanez and Ruppert will be there. Kiwanis and Lions Clubs along with other Senior Living complexes were suggested as well.
 - C) Programming. Senior Showcase was discussed. Suggestions for entertainment include chorus groups, such as the Plymouth Rockers and the Twin Cities Community Gospel Choir both groups are well known and bring in people. Discussed event set up, time of the day, location. Briefly discussed what the mission/goal of the event should be-is there a need, and if so how to build more interest to ensure both vendors and attendees come and feel it is a worthwhile event. Schmitz will ask for Whiz Bang Committee input at their next meeting. Commission members were asked to give this event more thought and to be prepared to discuss more details at next meeting.
 - D) Volunteer opportunities: Cleveland mentioned the Plymouth Rockers welcome volunteers to join the group.
 - E) Donation request template-still in process.
 - F) Pedestrian Crossing Co. Rd 9/Lake Rd-Members discussed.
Motion by Cleveland, second by Bengtson: The Senior Commission recommends the City Council contact Hennepin County and Three Rivers Park District to find solutions to provide a safer trail crossing on Lake Drive/County Road 9 and Lake Road for both bicyclists and pedestrians.

- 4) New Business
 - a. Funds for Commission Projects: the Commission members discussed the need for funds, through donations and from the city directly, to continue to allow for the various projects the Commission members research and develop relating to the needs of seniors and the general population of Robbinsdale. The medical pouches have been well received and more will need to be ordered. The Pedestrian/Bicycle Safety cards are another important project which requires funds. Members are still willing to solicit donations, but also hope the Council would support their efforts by creating a line item in the City Budget which the Commission could use as a solid base.
Motion by Montanez, seconded by Cleveland: The Senior Commission recommends the City Council create a program budget code as a part of the city budget to provide an account which would allow for city and donated funds to support Commission projects that have been approved by City Council.

- 5) Adjournment. Bengtson motioned adjournment of the meeting at 7:25 p.m., second by Ruppert, all ayes.
 Next Meeting is scheduled for 6:00 p.m. Monday, December 5 in City Chambers

**Planning Commission
Meeting Minutes
NOVEMBER 17, 2016**

1. **CALL TO ORDER:**

The meeting was called to order by Chair Harper at 7:00 p.m.

2. **ROLL CALL:**

Commissioners Present: Greenberg, Ulbrich, Stoneberg, Chair Harper

Commissioners Absent: Bontrager

Staff Present: Rick Pearson, AICP, Community Development Coordinator

#3A: CONSIDERATION OF MINUTES:

3. **MOTION** by Commissioner Ulbrich, seconded by Commissioner Stoneberg, to approve the meeting minutes of October 27, 2016. **The vote was 4-0 and the motion carried.**
(Bontrager absent)

#4A: PUBLIC HEARING:

Consideration of Conditional Use Permit C16-4 to allow placement of a pod and bin for the purpose of collecting donations for "Savers" occupying two parking spaces at the outer edge of Robin Center, as requested by the property owner:

4. **MOTION** by Chair Harper, seconded by Commissioner Stoneberg to open the public hearing.
The vote was 4-0 and the motion carried. (Bontrager absent)
5. Mr. Pearson presented the staff report for this conditional use permit request to allow the placement of a pod and bin for the purpose of collecting donations for Savers, which will occupy two parking spaces at the outer edge of Robin Center.
6. **Erica Briesch, 7444 Wentworth Ave. S., Richfield, "Savers" Area Manager;** This will be the 6th POD located in the Twin Cities. Richfield is the busiest, White Bear Lake too. Signage is not a big deal. Robbinsdale has the second highest amount of donations.
7. **Jeffery Buck, 3726 Oliver Ave. N., Minneapolis,** lives nearby, will be the lead attendant at the drop-off location.
8. Commissioner Greenberg asked what the hours the POD will be accessible:
Ms. Briesch stated 8:30 – 5:00 p.m. winter hours and 8:30 to 6:00 p.m. for summer hours.
9. Commissioner Stoneberg asked about signage. **Ms. Briesch** stated that no signage is needed. POD has been marketed. Bin is available for afterhours drop offs.
10. Commissioner Stoneberg inquired if not one was there or moved away, what would happen? **Ms. Briesch** stated that all of the PODS are staffed. First goal is clean up. They will accept many things including small furniture. Everything goes on the truck and is sorted in the stores. The POD will be emptied once a week. The truck usually picks up on Mondays between 10:30 and 11:00 a.m.
11. **Ms. Briesch** stated that the POD will be installed at the end of November, as soon as the city council approves the conditional use permit. Ideally, would like to put the PUD in right-a-way with lights if possible.

12. **MOTION** by Chair Harper, seconded by Commissioner Stoneberg to close the public hearing. **The vote was 4-0 and the motion carried. (Bontrager absent)**
13. Commissioner Greenberg stated that there have been problems in the past when the POD is unattended. When a different drop-off site was at the Terrace area and unattended, it was a problem.
14. Commissioner Stoneberg supported the POD's open side facing the highway traffic.
15. Additional discussion ensued regarding the staff recommendation to shift the donation site one or two spaces towards the shopping center building to improve visibility for cars. Generally, the Commissioners felt that the CUP would be acceptable since there would be staff on site everyday, it would be kept clean and it's a form of recycling.
16. **MOTION** by Commissioner Ulbrich, seconded by Commissioner Greenberg to recommend that the City Council approve Conditional Use Permit request C16-4 to allow the outside collection of discarded clothing and household items in the designated location in the Robin Center parking lot based upon the following findings of fact:
 - a. That the conditional use in the area designated for mixed use is consistent with the comprehensive plan;
 - b. That the location of the conditional use is not visible to adjacent residential buildings and is screened by existing commercial buildings;
 - c. That daily or active management of the conditional use and rapid response to concerns or complaints is critical to maintain the use consistent with the standards of the city and will not cause deterioration or negative influences in the neighborhood;And with the following conditions:
 1. That any accumulation of discarded materials not placed within the donation box, or the POD and left outside for more than 24 hours, or blocking traffic for any time will be considered a violation of the conditional use permit;
 2. That the spaces occupied by the CUP POD and box shall be shifted one or two parking spaces towards the shopping center to avoid causing an obstruction to visibility at the end of the parking lot;
 3. That no signs other than what is affixed to the donation box, or POD will be allowed;
 4. That evidence of this approval shall be recorded at the applicant's sole expense with the Hennepin County Recorder or Hennepin County Registrar of Titles.
17. **The vote was 4-0 and the motion carried. (Bontrager absent)**

#6A: OTHER BUSINESS:

18. Information Only – Project Updates

#7: ADJOURNMENT:

19. **MOTION** by Commissioner Stoneberg, seconded by Commissioner Greenberg to adjourn the meeting at 8:02 p.m. **The vote was 4-0 and the motion carried. (Bontrager absent)**

Rick Pearson, AICP, Community Development Coordinator



MEMORANDUM

TO: Mayor and City Council

FROM: Marcia Glick, City Manager

DATE: December 20, 2016

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 December 20, 2016.

Marcia E Glick

Marcia Glick, City Manager

CONCURRENCE:

Tom Marshall

Tom Marshall, City Clerk

CONTRACTORS' LICENSES FOR COUNCIL APPROVAL 12/20/2016

<u>Applicant</u>	<u>Type</u>	<u>License Fee</u>
A-1 WALSH INC	Tree Trimmer	50.00
ADVANCED DISPOSAL SERVICES INC	Solid Waste Hauler	150.00
AIR MECHANICAL INC (ME)	Mechanical Contractor	50.00
AIR MECHANICAL INC (PL)	Plumbing Contractor	50.00
ALL PRIDE PLUMBING INC	Plumbing Contractor	50.00
AMERICAN EAGLE PLUMBING INC	Plumbing Contractor	50.00
BEISSEL WINDOW & SIDING CO	General Contractor	50.00
BOB JASPER PLUMBING	Plumbing Contractor	50.00
COMFORTECH HEATING & AIR LLC	Mechanical Contractor	50.00
DYNAMIC TREE & LANDSCAPING	Tree Trimmer	50.00
F A BARTLETT TREE EXPERTS	Tree Trimmer	50.00
K & S HEATING, A/C, PLUMBING, & ELECTRICAL	Mechanical Contractor	50.00
LANDWEHR CONSTRUCTION (D)	Demolition Contractor	50.00
LANDWEHR CONSTRUCTION (WS)	Sewer/Water Contractor	50.00
LARSON PLUMBING INC (ME)	Mechanical Contractor	50.00
NICK'S TREE SERVICE	Tree Trimmer	50.00
NORTH MEMORIAL MEDICAL CENTER (PR)	Parking Ramps	300.00
PRACTICAL SYSTEMS (ME)	Mechanical Contractor	50.00
PRECISION LANDSCAPE & TREE INC	Tree Trimmer	50.00
ROCKET CRANE TRANSFER INC	Crane Operator	50.00
S & S TREE & HORTICULTURAL SPECIALISTS	Tree Trimmer	50.00
SABRE HEATING & A/C (ME)	Mechanical Contractor	50.00
SABRE HEATING & A/C (PL)	Plumbing Contractor	50.00
SIGNATURE MECHANICAL INC	Plumbing Contractor	50.00
STRUCTURAL BUILDINGS OF MINNESOTA INC	General Contractor	50.00
THE FIREPLACE GUYS LLC	Mechanical Contractor	50.00
WASTE MANAGEMENT OF MN INC	Solid Waste Hauler	450.00
WESTERN TREE SERVICE INC	Tree Trimmer	50.00
YALE MECHANICAL INC (ME)	Mechanical Contractor	50.00
YALE MECHANICAL INC (PL)	Plumbing Contractor	50.00

Number of Contractor Licenses Requesting Council Approval: 30

BUSINESS LICENSES FOR COUNCIL APPROVAL

12/20/2016

Current Date: 12/15/2016

<u>License Type</u>	<u>Applicant</u>	<u>License Fee</u>
Animals - Domestic	JANICE KALIEN	25.00
Convenience Foods	WICKED WORT BREWING CO LLC	50.00
Convenience Foods	Performance Meals, LLC	50.00
Convenience Foods	Westphal American Legion	50.00
Liquor - On Sale Intoxicating	Broadway Pizza/Eagles Nest	5,700.00
Liquor - On Sale Intoxicating	St. Petersburg Restaurant	5,700.00
Liquor - On Sale Intoxicating	El Potrillo, LLC	5,700.00
Liquor - On Sale Intoxicating	Nonna Rosa's Ristorante Italiano	5,700.00
Liquor - On Sale Intoxicating	The Lodge	5,700.00
Liquor - On Sale Intoxicating	Westphal American Legion	700.00
Liquor - On Sale Intoxicating	Travail Kitchen/Rookery	5,700.00
Liquor - On Sale Intoxicating	Travail Kitchen/Rookery	5,700.00
Liquor Entertainment	Travail Kitchen/Rookery	150.00
Liquor Entertainment	Broadway Pizza/Eagles Nest	150.00
Liquor Entertainment	WICKED WORT BREWING CO LLC	150.00
Liquor Entertainment	The Lodge	150.00
Liquor Entertainment	Nonna Rosa's Ristorante Italiano	150.00
Liquor Off Sale (3.2% Malt Bev)	Robbinsdale Wine & Spirits	0.00
Liquor on Sale (3.2% Malt bev. & wine)	MAI THAI RESTAURANT	2,550.00
Liquor on Sale (3.2% Malt bev. & wine)	Pig Ate My Pizza	2,750.00
Public Entertainment - Indoor	St. Petersburg Restaurant	150.00
Public Entertainment - Indoor	Westphal American Legion	150.00
Restaurant/Cafe	St. Petersburg Restaurant	200.00
Restaurant/Cafe	El Potrillo, LLC	200.00
Restaurant/Cafe	Nonna Rosa's Ristorante Italiano	200.00
Restaurant/Cafe	Pig Ate My Pizza	200.00
Restaurant/Cafe	The Lodge	200.00
Restaurant/Cafe	First Crack Cafe	50.00
Restaurant/Cafe	MAI THAI RESTAURANT	200.00
Restaurant/Cafe	Travail Kitchen/Rookery	200.00
Second Hand Goods	Finds on Broadway	200.00
Tobacco Sales	Robbinsdale Wine & Spirits	0.00

Number of Licenses Requesting Council Approval: 32

MEMORANDUM

To: Mayor and City Council
From: Marcia Glick, City Manager
Date: December 20, 2016
Subject: Appointment of Human Rights Commissioner

Background

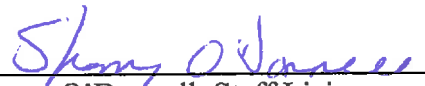
The Human Rights Commission (HRC) consists of 11 Commissioners, all appointed at-large. Each term is for four years, or to the end of an unexpired term, and is concurrent with the mayoral term of office.

Analysis/Conclusion

Currently there are three vacant positions. Attachment 1 is the application of Terese Lynch. Mayor Murphy has reviewed the application and recommends the appointment to serve on the Human Rights Commission.

Recommendation

By motion, appoint Terese Lynch to the HRC for a term to commence December 20, 2016.


Sherry O'Donnell, Staff Liaison

CONCURRENCE:


Marcia Glick, City Manager

APPLICATION FOR APPOINTMENT
TO ROBBINSDALE CITY COMMISSION

CITY
ROBBINSDALE
PAID/RECEIVED
DEC 05 2016
2

NAME: Terese Lynch ADDRESS: Robbinsdale MN 55422

PHONE: (Cell) _____ (Work) _____

EMAIL: _____

RESIDENT OF ROBBINSDALE SINCE (Year) 2011 WARD: 2

OCCUPATION: Alumni Relations Associate EMPLOYER: University of Minnesota Law School

COMMISSION YOU ARE SEEKING: Human Rights

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

University of Minnesota – Bachelor of Arts Degree

Major – Communications

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

Member and volunteer at Sacred Heart Church – Robbinsdale

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

University of Minnesota Equity and Diversity Certificate – In progress

University of Minnesota Women's Leadership Program – Completed 2015

Mental Health First Aid Certified – Completed 2015

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



City of Robbinsdale

MEMORANDUM

To: Mayor and City Council

From: Marcia Glick, City Manager

Date: December 20, 2016

Subject: 2017 Liquor License Renewal for Westphal American Legion

Background

The Westphal American Legion Post 251 has applied to renew the license for club on-sale intoxicating liquor, including Sunday sales, at 3600 France Avenue North.

Analysis/Conclusion

The Police Department conducted an investigation relative to the facts submitted in the application. Based on their findings, renewal of the license is recommended.

Recommendation

By motion, approve renewal of the license subject to the City Clerk's office receiving applicable insurance and all other information needed to satisfy ordinance requirements.

A handwritten signature in blue ink, appearing to read "Marcia Glick", written over a horizontal line.

Marcia Glick, City Manager

CONCURRENCE:

A handwritten signature in blue ink, appearing to read "Tom Marshall", written over a horizontal line.

Tom Marshall, City Clerk



City of Robbinsdale

MEMORANDUM

To: Mayor and City Council

From: Marcia Glick, City Manager

Date: December 20, 2016

Subject: 2017 Liquor License Renewal for Wicked Wort Brewing Company

Background

Steven Richard Carlyle, dba Wicked Wort Brewing Company, has applied to renew the license for Taprooms and Small Breweries, including Sunday sales, at 4165 West Broadway.

Analysis/Conclusion

The Police Department has conducted an investigation relative to the facts submitted in the application. Based on their findings, renewal of the license is recommended.

City code requires that gross receipts show that at least 75% of production is sold on site. This has been verified by their CPA.

Recommendation

By motion, approve renewal of the license subject to the City Clerk's office receiving applicable insurance and all other information needed to satisfy ordinance requirements.



Marcia Glick, City Manager

CONCURRENCE:



Tom Marshall, City Clerk



City of Robbinsdale

MEMORANDUM

To: Mayor and City Council
From: Marcia Glick, City Manager
Date: December 20, 2016
Subject: 2017 Liquor License Renewal for Travail Kitchen/Rookery

Background

Soul Brothers, LLC (dba Travail Kitchen/Rookery) has applied to renew the license for on-sale intoxicating liquor, including Sunday sales, at 4124 West Broadway.

Analysis/Conclusion

The Police Department has conducted an investigation relative to the facts submitted in the application. Based on their findings, renewal of the license is recommended.

City code requires that gross receipts from liquor sales cannot exceed 60%. Liquor sales did not exceed 60%, as verified by their business accountant.

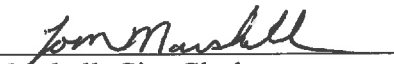
Recommendation

By motion, approve renewal of the license subject to the City Clerk's office receiving applicable insurance and all other information needed to satisfy ordinance requirements.



Marcia Glick, City Manager

CONCURRENCE:



Tom Marshall, City Clerk



City of Robbinsdale

MEMORANDUM

To: Mayor and City Council

From: Marcia Glick, City Manager

Date: December 20, 2016

Subject: 2017 Liquor License Renewal for RSPV, Inc. dba St. Petersburg Restaurant

Background

Vladimir Velikson (RSPV, Inc. dba St. Petersburg) has applied to renew the license for on-sale intoxicating liquor, including Sunday sales, at 3610 France Avenue North.

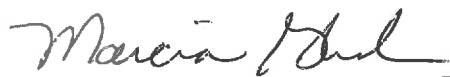
Analysis/Conclusion

The Police Department conducted an investigation relative to the facts submitted in the application. Based on their findings, renewal of the license is recommended.

City code requires that gross receipts from liquor sales cannot exceed 60%. Liquor sales did not exceed 60% as verified by their business accountant.

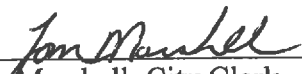
Recommendation

By motion, approve renewal of the license subject to the City Clerk's office receiving applicable insurance and all other information needed to satisfy ordinance requirements.



Marcia Glick, City Manager

CONCURRENCE:



Tom Marshall, City Clerk



City of Robbinsdale

MEMORANDUM

To: Mayor and City Council
From: Marcia Glick, City Manager
Date: December 20, 2016
Subject: 2017 Liquor License Renewal for Pig Ate My Pizza

Background

Soul Brothers, LLC/James Winberg, dba Pig Ate My Pizza, has applied to renew the license for on-sale 3.2% malt beverage and wine, including Sunday sales, at 4154 West Broadway.

Analysis/Conclusion

The Police Department has conducted an investigation relative to the facts submitted in the application. Based on their findings, renewal of the license is recommended.

City code requires that gross receipts from wine sales cannot exceed 30%. Wine sales did not exceed 30% as verified by their CPA.

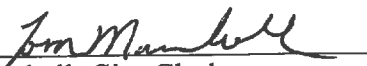
Recommendation

By motion, approve renewal of the license subject to the City Clerk's office receiving applicable insurance and all other information needed to satisfy ordinance requirements.



Marcia Glick, City Manager

CONCURRENCE:



Tom Marshall, City Clerk



City of Robbinsdale

MEMORANDUM

To: Mayor and City Council

From: Marcia Glick, City Manager

Date: December 20, 2016

Subject: 2017 Liquor License Renewal for Nonna Rosa's Ristorante Italiano

Background

Francesco and Caterina Suglia have applied to renew the license for on-sale intoxicating liquor, including Sunday sales, at 4168 West Broadway.

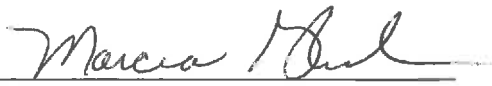
Analysis/Conclusion

The Police Department has conducted an investigation relative to the facts submitted in the application. Based on their findings, renewal of the license is recommended.

City code requires that gross receipts from liquor sales cannot exceed 60%. Liquor sales did not exceed 60%, as verified by their business accountant.

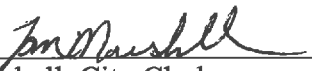
Recommendation

By motion, approve renewal of the license subject to the City Clerk's office receiving applicable insurance and all other information needed to satisfy ordinance requirements.



Marcia Glick, City Manager

CONCURRENCE:



Tom Marshall, City Clerk



City of Robbinsdale

MEMORANDUM

To: Mayor and City Council

From: Marcia Glick, City Manager

Date: December 20, 2016

Subject: 2017 Liquor License Renewal for Mai Thai Restaurant

Background

Thi (Joy) M. Evans, dba Mai Thai Restaurant, has applied to renew the license for on-sale 3.2% malt beverage and wine, including Sunday sales, at 3839 Lakeland Avenue North.

Analysis/Conclusion

The Police Department has conducted an investigation relative to the facts submitted in the application. Based on their findings, renewal of the license is recommended.

City code requires that gross receipts from wine sales cannot exceed 30%. Wine sales did not exceed 30% as verified by their CPA.

Recommendation

By motion, approve renewal of the license, subject to the City Clerk's office receiving applicable insurance and all other information needed to satisfy ordinance requirements.



Marcia Glick, City Manager

CONCURRENCE:



Tom Marshall, City Clerk



City of Robbinsdale

MEMORANDUM

To: Mayor and City Council
From: Marcia Glick, City Manager
Date: December 20, 2016
Subject: 2017 Liquor License Renewal for The Lodge

Background

Kathleen McMenoman has applied to renew the license for on-sale intoxicating liquor, including Sunday sales, at 4080 West Broadway.

Analysis/Conclusion

The Police Department has conducted an investigation relative to the facts submitted in the application. Based on their findings, renewal of the license is recommended.

City code requires that gross receipts from liquor sales cannot exceed 60%. Liquor sales did not exceed 60%, as verified by their business accountant.

Additional information – The Lodge recently applied to the Minnesota Department of Public Safety for a 2:00 a.m. liquor license. Robbinsdale's City Code allows a 2:00 a.m. closing time. The city's only requirement is for the City Clerk to sign the initial application and subsequent renewals, which occurs the date approved by the state and does not coincide with the license year. The fee is paid by The Lodge.

Recommendation

By motion, approve renewal of the license subject to the City Clerk's office receiving applicable insurance and all information needed to satisfy license requirements.



Marcia Glick, City Manager

CONCURRENCE:



Tom Marshall, City Clerk



City of Robbinsdale

MEMORANDUM

To: Mayor and City Council

From: Marcia Glick, City Manager

Date: December 20, 2016

Subject: 2017 Liquor License Renewal for El Toro Mexican Restaurant

Background

Jeovani Gomez has applied to renew the license for on-sale intoxicating liquor, including Sunday sales, at 4080 West Broadway

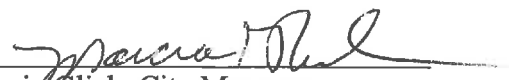
Analysis/Conclusion

The Police Department has conducted an investigation relative to the facts submitted in the application. Based on their findings, renewal of the license is recommended.

City code requires that gross receipts from liquor sales cannot exceed 60%. Liquor sales did not exceed 60%, as verified by their business accountant.

Recommendation

By motion, approve renewal of the license subject to the City Clerk's office receiving applicable insurance and all other information needed to satisfy ordinance requirements.


Marcia Glick, City Manager

CONCURRENCE:


Tom Marshall, City Clerk



City of Robbinsdale

MEMORANDUM

To: Mayor and City Council

From: Marcia Glick, City Manager

Date: December 20, 2016

Subject: 2017 Liquor License Renewal for Broadway Pizza/Eagles Nest

Background

Ronald Eagles has applied to renew the license for on-sale intoxicating liquor, including Sunday sales, at 4106 Lakeland Ave N (Broadway Pizza/Eagles Nest).

Analysis/Conclusion

The Police Department has conducted an investigation relative to the facts submitted in the application. Based on their findings, renewal of the license is recommended.

City code requires that gross receipts from liquor sales cannot exceed 60%. Liquor sales did not exceed 60%, as verified by their business accountant.

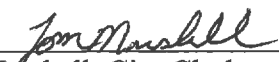
Recommendation

By motion, approve renewal of the license subject to the City Clerk's office receiving applicable insurance and all information needed to satisfy license requirements.



Marcia Glick, City Manager

CONCURRENCE:



Tom Marshall, City Clerk



City of Robbinsdale

TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: December 20, 2016
RE: Non-Represented Employees Wage Adjustment

Background:

The non-represented employees include the full-time supervisory and confidential employees.

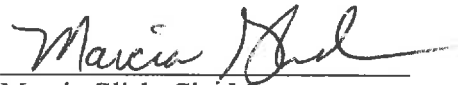
Analysis/Conclusion:

To maintain similar wage adjustments among the various groups within the city, it is recommended that the non-represented employees receive a 2.5% wage adjustment for 2017. The insurance premium rates did not increase for 2017 and therefore no recommendation for an employer insurance contribution increase.

This increase is as budgeted and competitive with increases of other cities in the metro area.

Recommendation:

By motion, approve the non-represented employee 2.5% wage adjustment effective January 1, 2017.


Marcia Glick, City Manager

CONCURRENCE:


Tom Marshall, Director of Administrative Services

MEMORANDUM

To: Mayor and City Council
From: Marcia Glick, City Manager
Date: December 20, 2016
Subject: 2nd Reading – Franchise Fee Ordinances – Xcel Energy and CenterPoint Energy

Background

The base franchise agreement with Xcel was adopted on April 3, 2007 and the base franchise agreement with CenterPoint was adopted on July 16, 2002. Each agreement runs 20 years and allows the city to implement franchise fees. The Xcel agreement specifically caps the fee at no more than 5% of the company's gross revenues. The CenterPoint agreement does not set a cap – it requires good faith negotiation to be settled in the court system if an agreement can't be reached.

In March 2003, the City Council first enacted ordinances requiring franchise fees from Xcel Energy and CenterPoint Energy. Each ordinance had a sunset provision expiring July 1, 2005 unless the City provided a written notice to each of the companies by May 1, 2005. Since this time, franchise agreements have been renewed in two-year increments. Most recently, in December, 2014 the Council extended the sunset expiration to July 1, 2017.

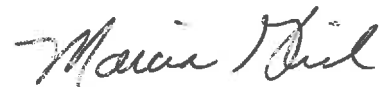
During recent budget discussions the council expressed interest in requiring the franchise fees to be continued. Inasmuch, ordinances supporting council's intent to continue franchise fees and put the companies on notice have been prepared.

Analysis/Conclusion

First reading was held on November 15, 2017. At that meeting, there were several changes to the Xcel ordinance related to its corporate name. CenterPoint has reviewed the ordinance and has no changes. The proposed ordinance extends the sunset provision to July 1, 2019.

Recommendation

By motion hold the second reading of the ordinances shown in Exhibit 1 and Exhibit 2.



Marcia Glick, City Manager

Member _____ moved and Member _____ seconded a motion that the following ordinance, which was given its first reading on November 15, 2016, be given its second reading on _____, and that it be adopted.

ORDINANCE NO. 16-18

AN ORDINANCE IMPLEMENTING AN ELECTRIC SERVICE FRANCHISE FEE ON NORTHERN STATES POWER COMPANY, A MINNESOTA CORPORATION, ITS SUCCESSORS AND ASSIGNS, FOR PROVIDING ELECTRIC ENERGY SERVICE WITHIN THE CITY OF ROBBINSDALE

THE CITY COUNCIL OF THE CITY OF ROBBINSDALE DOES ORDAIN:

SECTION 1. The City of Robbinsdale Municipal Code is hereby amended to include reference to the following Special Ordinance.

Subdivision 1. Purpose. The Robbinsdale City Council has determined that it is in the best interest of the City to impose a franchise fee on those public utility companies that provide natural gas and electric services within the City of Robbinsdale.

- (a) Pursuant to City Ordinance 07-05, a Franchise Agreement between the City of Robbinsdale and Northern States Power Company, a Minnesota corporation, its successors and assigns ("NSPM"), the City has the right to impose a franchise fee on NSPM in an amount and fee design as set forth in Section 11-3 of the NSPM Franchise and in the fee schedule attached hereto as Schedule A.

Subdivision 2. Franchise Fee Statement. A franchise fee is hereby imposed on NSPM under its Electric franchise in accordance with the schedule attached here to and made a part of this ordinance, commencing with NSPM June 1, 2017 billing month.

Subdivision 3. Payment. The said franchise fee shall be payable to the City in accordance with the terms set forth in Section 11-3 of the Franchise.

Subdivision 4. Surcharge. The City recognizes that the Minnesota Public Utilities Commission may allow NSPM to add a surcharge to customer rates to reimburse NSPM for the cost of the fee.

Subdivision 5. Record Support for Payment. NSPM shall make each payment when due and, if required by the City, shall furnish a statement of electric usage by each customer class at the time of

each payment for the period the payment was made. NSPM shall permit the City's designated representative reasonable access to the company's records for the purpose of verifying such statements.

Subdivision 6. Enforcement. Any dispute, including enforcement of a default regarding this ordinance will be resolved in accordance with Section 2.5 of the Franchise Agreement.

Subdivision 7. Effective Date of Franchise Fee. Notwithstanding the effective date of this ordinance and notwithstanding any contrary provision in the Franchise, the effective date of the fee collected under Subdivision 2 of this ordinance is the latter of ten (10) days after the publication or after the sending of written notice enclosing a copy of this adopted ordinance to NSPM by certified mail. Collection of the fee shall commence as provided above.

Subdivision 8. Sunset Clause. This ordinance shall sunset on July 1, 2019 unless the City provides written notice to NSPM, by March 1, 2019 of Council's request to continue the fee for another year, or other length of extension set forth in the notice.

SECTION 2. That the following summary clearly informs the public of the intent and effect of the ordinance and is approved for publication.

The effect of the ordinance will be that a 4% franchise fee will be continued on electric utility bills.

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

Second Reading: YEAS:
 NAYS:

Passed by the City Council this ____ day of December, 2016.

Regan L. Murphy, Mayor

Tom Marshall, City Clerk

Schedule A

Franchise fees are to be submitted to the City on a quarterly basis as follows:
(approximate dates)

January-March collections due by April 30

April – June collections due by July 31

July – September collections due by October 31

October – December collections due by January 31

Franchise Fee Rates: Electric Utility 4% of Gross Revenue

Member _____ moved and Member _____ seconded a motion that the following ordinance, which was given its first reading on November 15, 2016, be given its second reading on _____, and that it be adopted.

ORDINANCE NO. 16 - 19

AN ORDINANCE IMPLEMENTING A GAS ENERGY FRANCHISE FEE ON CENTERPOINT ENERGY RESOURCES CORP., d.b.a. *CENTERPOINT ENERGY* MINNESOTA GAS ("CENTERPOINT ENERGY"), f.k.a. CENTERPOINT ENERGY MINNEGASCO, A DIVISION OF CENTERPOINT ENERGY RESOURCES CORP., f.k.a. RELIANT ENERGY MINNEGASCO, A DIVISION OF RELIANT ENERGY RESOURCES CORP., A DELAWARE CORPORATION, FOR PROVIDING GAS ENERGY SERVICE WITHIN THE CITY OF ROBBINSDALE

THE CITY COUNCIL OF THE CITY OF ROBBINSDALE DOES ORDAIN:

SECTION 1. The City of Robbinsdale Municipal Code is hereby amended to include reference to the following Special Ordinance.

Subdivision 1. Purpose. The Robbinsdale City Council has determined that it is in the best interest of the City to impose a franchise fee on those public utility companies that provide natural gas and electric services within the City of Robbinsdale.

- (b) Pursuant to City Ordinance 02-06, a Franchise Agreement between the City of Robbinsdale and Reliant Energy Minnegasco, a division of Reliant Energy Resources Corp., a Delaware Corporation, the City has the right to impose a franchise fee on CenterPoint Energy in an amount and fee design as set forth in Section 6.1 of the Reliant Energy Franchise and in the fee schedule attached hereto as Schedule A.

Subdivision 2. Franchise Fee Statement. A franchise fee is hereby imposed on CenterPoint Energy under its Gas Energy franchise in accordance with the schedule attached here to and made a part of this ordinance, commencing with the CenterPoint Energy June 1, 2017 billing month.

Subdivision 3. Payment. The said franchise fee shall be payable to the City in accordance with the terms set forth in Section 6.1 of the Franchise.

Subdivision 4. Surcharge. The City recognizes that the Minnesota Public Utilities Commission may allow the utility company to add a surcharge to customer rates to reimburse such utility company for the cost of the fee and that CenterPoint Energy will surcharge its customers in the City the amount of the fee, subject to Minnesota Public Utility Commission franchise fee filing requirements in Docket No. E,G999/CI-09-970.

Subdivision 5. Record Support for Payment. CenterPoint Energy shall make each payment when due and, if required by the City, shall furnish a statement of gas energy usage by each customer class at the time of each payment for the period the payment was made. CenterPoint Energy shall permit the City's designated representative reasonable access to the company's records for the purpose of verifying such statements.

Subdivision 6. Enforcement. Any dispute, including enforcement of a default regarding this ordinance will be resolved in accordance with Section 2.7 of the Franchise Agreement.

Subdivision 7. Effective Date of Franchise Fee. Notwithstanding the effective date of this ordinance and notwithstanding any contrary provision in the Franchise, the effective date of the fee collected under Subdivision 2 of this ordinance is the later of ten (10) days after the publication or after the sending of written notice enclosing a copy of this adopted ordinance to CenterPoint Energy by certified mail. It has been agreed to in advance by CenterPoint Energy representatives that CenterPoint Energy will abide by the provision of this Subdivision 7.

Subdivision 8. Sunset Clause. This ordinance shall sunset on July 1, 2019 unless the City provides written notice to CenterPoint Energy by March 1 2019 of Council's request to continue the fee for another year, or other length of extension set forth in the notice.

SECTION 2. That the following summary clearly informs the public of the intent and effect of the ordinance and is approved for publication.

The effect of the ordinance will be that a 4% franchise fee will be continued on gas utility bills.

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

Second Reading: YEAS:
NAYS:

Passed by the City Council this ____ day of December, 2016.

Regan L. Murphy, Mayor

Tom Marshall, City Clerk

Schedule A

Franchise fees are to be submitted to the City on a quarterly basis as follows:

January-March collections due by April 30
April – June collections due by July 31
July – September collections due by October 31
October – December collections due by January 31

Franchise Fee Rates: Gas Utility 4% of Gross Revenue

Al Swintek
CenterPoint Energy
800 LaSalle Avenue
Minneapolis, MN 55402
November 19, 2008

Michelle Swanson (Check Address!!)
Xcel Energy
Chestnut Service Center
1518 Chestnut
Minneapolis, MN 55403

Dear Mr. Adelman:

As you are aware, the City's current franchise ordinance has a sunset of July 1, 2009. This letter serves as the City's written notice of its intent to continue the franchise fees. Enclosed is a copy of the ordinance that the Robbinsdale City Council will be considering for final reading on Tuesday, December 16, 2008. There are no changes from previous ordinances, other than the referenced dates.

Please review the ordinance and let me know if you see anything that is not accurate or problematic. Of particular concern is that the billings are not interrupted. I have included the current ordinance for your convenience as well.

Please let me know by Thursday, December 11, 2008 if you see anything of concern.

Thank you.

Yours truly,
CITY OF ROBBINSDALE

Marcia Glick, City Manager



City of Robbinsdale

MEMORANDUM

TO: Mayor and City Council
 FROM: Marcia Glick, City Manager
 DATE: December 20, 2016
 RE: Approve Software Agreement with OpenGov for a Five Year period 2017-2021.

Background

In 2016 the City began an implementation of a new software tool to provide easier access to financial reports, financial information and financial details to departments. OpenGov provides a software solution for management reporting and analytics for governments. We have rolled this product out to department heads, some supervisors and accounting staff. A one year contract was entered into for 2016.

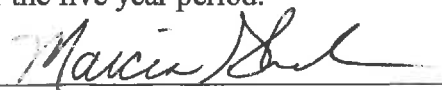
This product creates an access to the City financial information in a user friendly web based environment. Departments can view their data for the current and prior years and have the ability to look down into the details of the transactions. This will be beneficial and improve efficiencies for departments when preparing the annual budget and managing day to day operations.

Analysis/Conclusion

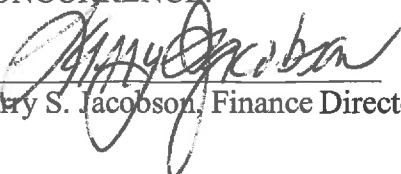
The agreement with OpenGov is up for renewal. We have obtained pricing information and staff has determined that pricing is more favorable for a five year period than extending the agreement on annual basis. Annual pricing for the period 12/31/2016 – 12/30/2021 is \$8,075.00; total price is \$40,375.00 for the five year period.

Recommendation

By Motion, authorize the City Manager to execute the agreement with OpenGov for the Intelligence and Transparency product for the contract period 12/31/2016 – 12/30/2021 with an annual fee of \$8,075.00 and a total price of \$40,375.00 for the five year period.


 Marcia Glick, City Manager

CONCURRENCE:


 Larry S. Jacobson, Finance Director



OpenGov, Inc.
955 Charter Street
Redwood City, CA 94063
United States

Quote Number	OG-00002911	Prepared By	Alaina Urbahns
Created Date	12/1/2016	Email	aurbahns@opengov.com
Quote Expiration	12/31/2016	Contract Term	60 Months
Contract Dates	Effective Date: 12/31/2016 End Date: 12/30/2021		
Billing Frequency	Annual		

Customer Information

Contact Name	Larry Jacobson	Bill To Name	City of Robbinsdale, MN
Phone	(763) 531-1215	Bill To	4100 Lakeview Avenue N
Email	ljacobson@ci.robbinsdale.mn.us		Robbinsdale, Minnesota 55422
			United States

Order Details

Description OpenGov Intelligence™ allows customers to easily create and share internal operational reports, combining unlimited financial (e.g., general ledger, chart of accounts, current year and month spending, transactions, and balance sheet) and non-financial data (performance metrics, operational data, census data, custom financial projections, etc.) from numerous sources to help governments make better financial decisions and operate more efficiently. OpenGov Intelligence includes the features of OpenGov Transparency, allowing multiple years of financial and non-financial data to be accessible by citizens through an online portal.

Product	Contract Effective Date	Contract End Date	Annual Fee	Total Price
OpenGov Intelligence and Transparency - Under \$50 Million	12/31/2016	12/30/2021	\$8,075.00	\$40,375.00
Annual Fee	\$8,075.00	First Term		\$8,075.00
		Grand Total		\$40,375.00

Welcome to OpenGov! Thanks for using our software. This Software Agreement ("Agreement") is entered into between OpenGov, Inc., with its principal place of business at 955 Charter Street, Redwood City, 94063 ("OpenGov"), and you, the entity identified above ("Customer"), as of the Effective Date. This Agreement includes and incorporates the OpenGov Terms and Conditions attached as Appendix A. By signing this Agreement, Customer acknowledges that it has reviewed, and agrees to be legally bound by, the OpenGov Terms and Conditions. Each party's acceptance of this Agreement is conditional upon the other's acceptance of the terms in the Agreement to the exclusion of all other terms.

Signature

Customer

Signature: _____
 Name: Regan L. Murphy Marcia Gluck
 Title: Mayor City Manager
 Date: _____

OpenGov, Inc.

Signature: _____
 Name: _____
 Title: _____
 Date: _____



City of Robbinsdale

MEMORANDUM

TO: City Council
FROM: Marcia Glick, City Manager
DATE: December 20, 2016
RE: Robbinsdale Wine & Spirits' Monthly Financial Statements

Attached are the Robbinsdale Wine & Spirits' financial reports for the month of October 2016 prepared by the finance department. The report includes monthly and year to date amounts for 2016 with comparable amounts to 2015.

Year to date sales through October are \$2,828,915 which is up \$88,865 from the prior year. Gross profit on sales is at \$709,292 compared with \$676,846 in 2015. Gross profit is at 25% which is right on target. Net income for the year is \$82,913, compared to income of \$90,995 in 2015.

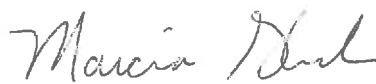
The main reason for the shift is related to payroll and the fluctuation of staffing. The period of February and March the liquor store had 3 managers on staff for training purposes due to the retirement of liquor manager in March 2016. In addition, the liquor manager was on vacation for a period of time and extra staff hours were scheduled to make up for the absence, resulting in additional hours of personal service compared to the prior year. Personal services costs are expected to fluctuate in 2016 versus 2015 as staffing changes occur at the store. We will continue to monitor and report monthly results.

There is a scheduled rent increase of 4.5%, and a catch up adjustment on the common area maintenance fees for 2015 was significantly less than the prior year.

Comparative October activity shows some fluctuations between years due to some inventory invoice timing differences in wine, the liquor study that was performed, along with a catch up in service charges and credit card chargebacks. Year to date activity through October appears reasonable.

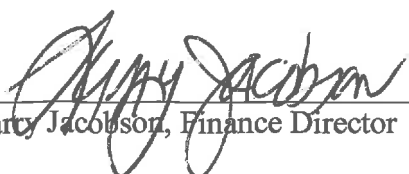
Recommendation

Approve a motion to acknowledge the Robbinsdale Wine & Spirits for the months of October 2016.



Marcia Glick, City Manager

CONCURRENCE:



Larty Jacobson, Finance Director

City of Robbinsdale
Robbinsdale Wine & Spirits
Profit and Loss Statement From Operations
For Period Ending October 31, 2016

			<u>Year to Date</u>		<u>% Inc (Dec)</u> <u>from Previous</u> <u>Year</u>
	<u>Oct-2016</u>	<u>Oct-2015</u>	<u>2016</u>	<u>2015</u>	
Sales	300,955	289,291	2,828,915	2,740,050	3.2%
Less Customer Discounts	<u>3,884</u>	<u>2,861</u>	<u>33,895</u>	<u>29,969</u>	13.1%
Net Sales	<u>297,071</u>	<u>286,430</u>	<u>2,795,020</u>	<u>2,710,081</u>	3.1%
Cost of Sales	<u>232,698</u>	<u>214,194</u>	<u>2,085,728</u>	<u>2,033,235</u>	2.6%
Gross Profit	64,373	72,236	709,292	676,846	4.8%
Percent to Net Sales	22%	23%	25%	25%	
Operating Expenses:					
Personal Services	28,436	26,881	326,794	291,164	12.2%
Supplies & Repairs	377	1,144	9,834	19,204	(48.8%)
Other Charges & Services	20,696	9,831	154,156	136,688	12.8%
Rent	8,107	7,829	82,268	86,502	(4.9%)
Depreciation	5,217	5,250	52,170	52,500	(0.6%)
Other (Income) Expense	<u>446</u>	<u>(1,355)</u>	<u>1,157</u>	<u>(207)</u>	(658.9%)
Total	<u>63,279</u>	<u>49,580</u>	<u>626,379</u>	<u>585,851</u>	6.9%
Operating Income / (Loss)	<u>1,094</u>	<u>22,656</u>	<u>82,913</u>	<u>90,995</u>	(8.9%)
Percent to Net Sales	0%	4%	3%	3%	

	<u>Current Month Analysis</u>				
	<u>Liquor</u>	<u>Wine</u>	<u>Beer</u>	<u>Misc</u>	<u>Totals</u>
Sales	105,314	55,770	122,946	13,041	297,071
Inventory of October 1	186,907	97,897	82,152	6,971	373,927
Purchases	109,433	53,937	82,828	16,574	262,772
Less Inventory of October 31	<u>218,244</u>	<u>105,421</u>	<u>69,547</u>	<u>10,789</u>	<u>404,001</u>
Cost of Sales	<u>78,096</u>	<u>46,413</u>	<u>95,433</u>	<u>12,756</u>	<u>232,698</u>
Gross Profit	<u>27,218</u>	<u>9,357</u>	<u>27,513</u>	<u>285</u>	<u>64,373</u>
Percent to Net Sales	26%	17%	22%	2%	22%

City of Robbinsdale
Robbinsdale Wine & Spirits
Profit and Loss Statement From Operations
For Period Ending October 31, 2016

Sales / Cost of Sales Analysis

			Year to Date		% Inc (Dec) from Previous Year
	Oct-2016	Oct-2015	2016	2015	
Liquor Sales	105,314	97,540	997,525	954,905	4.5%
Liquor Cost of Sales	78,096	73,356	740,216	699,932	5.8%
Gross Profit	<u>27,218</u>	<u>24,184</u>	<u>257,309</u>	<u>254,973</u>	<u>0.9%</u>
Percent to Net Sales	26%	25%	26%	27%	
 Wine Sales	 55,770	 52,635	 504,371	 478,369	 5.4%
Wine Cost of Sales	46,413	36,411	344,495	313,321	9.9%
Gross Profit	<u>9,357</u>	<u>16,224</u>	<u>159,876</u>	<u>165,048</u>	<u>(3.1%)</u>
Percent to Net Sales	17%	31%	32%	35%	
 Beer Sales	 122,946	 123,745	 1,162,679	 1,155,315	 0.6%
Beer Cost of Sales	95,433	94,082	901,432	925,276	(2.6%)
Gross Profit	<u>27,513</u>	<u>29,663</u>	<u>261,247</u>	<u>230,039</u>	<u>13.6%</u>
Percent to Net Sales	22%	24%	22%	20%	
 Misc Sales	 13,041	 12,510	 130,445	 121,492	 7.4%
Misc Cost of Sales	12,756	10,345	99,585	94,706	5.2%
Gross Profit	<u>285</u>	<u>2,165</u>	<u>30,860</u>	<u>26,786</u>	<u>15.2%</u>
Percent to Net Sales	2%	17%	24%	22%	
 Total Sales	 297,071	 286,430	 2,795,020	 2,710,081	 3.1%
Total Cost of Sales	232,698	214,194	2,085,728	2,033,235	2.6%
Gross Profit	<u>64,373</u>	<u>72,236</u>	<u>709,292</u>	<u>676,846</u>	<u>4.8%</u>
Percent to Net Sales	22%	25%	25%	25%	

Liquor Store Sales - 2015 and 2016

	<u>Jan 15</u>	<u>Jan 16</u>	<u>Feb 15</u>	<u>Feb 16</u>	<u>Mar 15</u>	<u>Mar 16</u>
Liquor	94,193.00	88,286.00	86,935.00	87,439.00	95,980.00	96,960.00
Wine	45,648.00	45,054.00	44,779.00	47,034.00	46,604.00	51,808.00
Beer	95,166.00	87,526.00	85,462.00	91,512.00	104,522.00	102,156.00
Misc	9,089.00	10,317.00	8,711.00	10,369.00	10,190.00	10,961.00
	<u>244,096.00</u>	<u>231,183.00</u>	<u>225,887.00</u>	<u>236,354.00</u>	<u>257,296.00</u>	<u>261,885.00</u>
	<u>Apr 15</u>	<u>Apr 16</u>	<u>May 15</u>	<u>May 16</u>	<u>Jun 15</u>	<u>Jun 16</u>
Liquor	90,629.00	99,624.00	104,381.00	102,676.00	97,779.00	102,306.00
Wine	46,126.00	50,031.00	49,174.00	50,149.00	46,075.00	51,534.00
Beer	109,442.00	116,144.00	130,523.00	122,132.00	126,183.00	126,830.00
Misc	11,283.00	13,034.00	14,471.00	14,462.00	13,620.00	15,062.00
	<u>257,480.00</u>	<u>278,833.00</u>	<u>298,549.00</u>	<u>289,419.00</u>	<u>283,657.00</u>	<u>295,732.00</u>
	<u>Jul 15</u>	<u>Jul 16</u>	<u>Aug 15</u>	<u>Aug 16</u>	<u>Sept 15</u>	<u>Sept 16</u>
Liquor	101,554.00	110,520.00	94,652.00	100,867.00	91,110.00	103,533.00
Wine	51,147.00	49,393.00	48,116.00	50,612.00	47,999.00	52,986.00
Beer	136,204.00	141,781.00	123,287.00	126,399.00	121,142.00	125,253.00
Misc	14,913.00	15,884.00	13,706.00	14,749.00	12,856.00	12,566.00
	<u>303,818.00</u>	<u>317,578.00</u>	<u>279,761.00</u>	<u>292,627.00</u>	<u>273,107.00</u>	<u>294,338.00</u>
	<u>Oct 15</u>	<u>Oct 16</u>	<u>Nov 15</u>	<u>Nov 16</u>	<u>Dec 15</u>	<u>Dec 16</u>
Liquor	97,540.00	105,314.00				
Wine	52,635.00	55,770.00				
Beer	123,745.00	122,946.00				
Misc	12,510.00	13,041.00				
	<u>286,430.00</u>	<u>297,071.00</u>	-	-	-	-



City of Robbinsdale

MEMORANDUM

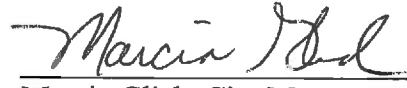
TO: City Council
FROM: Marcia Glick, City Manager
DATE: December 20, 2016
RE: Approval of Credit Card Charges and Payment

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

The attached listings are the credit card payments made in the month of November 2016 representing charges for the period October 10, 2016 through November 10, 2016, for expenses for City operations.

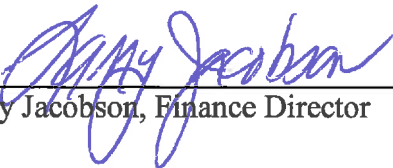
Recommendation

By motion approve the November 2016 payment for City credit card charges.



Marcia Glick, City Manager

CONCURRENCE:



Larry Jacobson, Finance Director

Council Check Register by GL
Council Check Register and Summary

11/25/2016 -- 11/25/2016

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
2016331	11/25/2016		100292 U. S. BANCORP							
		9.98	Senior Programs		117667		1335.6214		Operating Supplies	Senior Programs
		17.07	Senior Programs		117668		1335.6214		Operating Supplies	Senior Programs
		13.98	Senior Programs		117669		1335.6214		Operating Supplies	Senior Programs
		20.96	Senior Programs		117670		1335.6214		Operating Supplies	Senior Programs
			Supplier 114248 CUB FOODS							
		36.00	Community Center Operations		117671		1305.6214		Operating Supplies	Community Center Operations
			Supplier 114314 CVS							
		11.97	Senior Programs		117672		1335.6214		Operating Supplies	Senior Programs
		13.98	Senior Programs		117673		1335.6214		Operating Supplies	Senior Programs
			Supplier 114248 CUB FOODS							
		9.99	Community Center Operations		117674		1305.6214		Operating Supplies	Community Center Operations
			Supplier 114310 TARGET							
		36.60	Elections		117675		1035.6214		Operating Supplies	Elections
			Supplier 114860 INTAB							
		75.00	Patrol Services		117676		1205.6512		Conference & Schools	Patrol Services
			Supplier 117025 BCA TRAINING EDUCATION							
		55.53	Patrol Services		117677		1205.6512		Conference & Schools	Patrol Services
			Supplier 114624 BROWNELLS, INC.							
		48.68	Police Support Services		117678		1200.6214		Operating Supplies	Police Support Services
			Supplier 114310 TARGET							
		375.00	Patrol Services		117679		1205.6512		Conference & Schools	Patrol Services
		375.00	Patrol Services		117680		1205.6512		Conference & Schools	Patrol Services
		375.00	Patrol Services		117681		1205.6512		Conference & Schools	Patrol Services
			Supplier 117025 BCA TRAINING EDUCATION							
		19.96	Fire Prevention / Suppression		117682		1260.6214		Operating Supplies	Fire Prevention / Suppression
			Supplier 114267 ALMSTEDS							
		33.98	Storm Sewer Maintenance		117683		6210.6340		Repair & Maintenance	Storm Sewer Maintenance
		24.99	Fire Prevention / Suppression		117684		1260.6340		Repair & Maintenance	Fire Prevention / Suppression
			Supplier 114258 MENARDS							
		29.91	Street & Boulevard Maintenance		117685		1610.6214		Operating Supplies	Street & Boulevard Maintenance
			Supplier 114262 THE HOME DEPOT							
		18.24	Liquor Operations		117686		6405.6214		Operating Supplies	Liquor Operations
			Supplier 114282 DOLLAR STORE							
		12.20	Police Support Services		117687		1200.6702		Board of Prisoners	Police Support Services
			Supplier 114307 MCDONALDS							
		7.96	Police Support Services		117688		1200.6214		Operating Supplies	Police Support Services
			Supplier 114262 THE HOME DEPOT							
		36.77	Patrol Services		117689		1205.6512		Conference & Schools	Patrol Services
		19.30	Patrol Services		117690		1205.6512		Conference & Schools	Patrol Services

Council Check Register by GL
Council Check Register and Summary

11/25/2016 -- 11/25/2016

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
2016331	11/25/2016		100292 U. S. BANCORP						Continued...	
		28.40	Patrol Services		117691		1205.6512		Conference & Schools	Patrol Services
			Supplier 114295 AMAZON							
		50.00	Administrative Services		117692		1030.6510		Meeting / Travel Expense	Administrative Services
			Supplier 117028 TAXI SERVICES							
		18.00	Water Utility Administration		117693		6005.6720		Service Charges	Water Utility Administration
		18.00	Sanitary Sewer Administration		117694		6105.6720		Service Charges	Sanitary Sewer Administration
		5.90	Storm Sewer Administration		117695		6205.6720		Service Charges	Storm Sewer Administration
		18.00	Solid Waste Operations		117696		6305.6720		Service Charges	Solid Waste Operations
			Supplier 114253 PAYPAL INC							
		15.00	Recreation Administration		117697		1300.6720		Service Charges	Recreation Administration
		15.00	Recreation Administration		117698		1300.6720		Service Charges	Recreation Administration
			Supplier 115203 PLUG N PLAY							
		135.00	Financial Services		117699		1050.6512		Conference & Schools	Financial Services
			Supplier 114254 GOVERNMENT FINANCE OFFICERS ASSOC							
		375.00	Patrol Services		117700		1205.6512		Conference & Schools	Patrol Services
			Supplier 117025 BCA TRAINING EDUCATION							
		46.06	Fire Prevention / Suppression		117701		1260.6510		Meeting / Travel Expense	Fire Prevention / Suppression
			Supplier 114448 EL TORO							
		32.45	Fire Prevention / Suppression		117702		1260.6510		Meeting / Travel Expense	Fire Prevention / Suppression
			Supplier 114714 PAPA JOHNS							
		36.10	Parks Equipment Maintenance		117703		1567.6214		Operating Supplies	Parks Equipment Maintenance
			Supplier 114258 MENARDS							
		89.80	Parks Turf Maintenance		117704		1569.6214		Operating Supplies	Parks Turf Maintenance
		59.85	CS Government Buildings		117705		7115.6234		Equipment Parts & Supplies	CS Government Buildings
			Supplier 117102 GEMPLER'S							
		32.45	Parks Equipment Maintenance		117706		1567.6214		Operating Supplies	Parks Equipment Maintenance
		48.63	Parks Equipment Maintenance		117707		1567.6214		Operating Supplies	Parks Equipment Maintenance
			Supplier 114258 MENARDS							
		3.57-	Risk Insurance Operations		117708		7305.6728		Miscellaneous Other Charges	Risk Insurance Operations
			Supplier 115863 SUSPENDED CHARGES							
		44.99	Fire Prevention / Suppression		117709		1260.6214		Operating Supplies	Fire Prevention / Suppression
			Supplier 114295 AMAZON							
		41.03	Parks Equipment Maintenance		117710		1567.6214		Operating Supplies	Parks Equipment Maintenance
			Supplier 114258 MENARDS							
		249.68	Elections		117711		1035.6214		Operating Supplies	Elections
			Supplier 114262 THE HOME DEPOT							
		11.87	Senior Programs		117712		1335.6214		Operating Supplies	Senior Programs
			Supplier 114248 CUB FOODS							
		4.00	General Programs		117713		1325.6214		Operating Supplies	General Programs
			Supplier							

Council Check Register by GL
Council Check Register and Summary

11/25/2016 -- 11/25/2016

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
2016331	11/25/2016		100292 U. S. BANCORP						Continued...	
			117103 NORTH MEMORIAL PARKING							
		9.90	Senior Programs		117714		1335.6214		Operating Supplies	Senior Programs
		6.48	Supplier 114513 JO-ANN FABRIC				1335.6214		Operating Supplies	Senior Programs
		5.99	Senior Programs		117716		1335.6214		Operating Supplies	Senior Programs
			Supplier 114248 CUB FOODS							
		795.40	Street & Boulevard Maintenance		117717		1610.6340		Repair & Maintenance	Street & Boulevard Maintenance
		4.99	CG Building Operations		117718		7005.6214		Operating Supplies	CG Building Operations
		49.90	Street & Boulevard Maintenance		117719		1610.6340		Repair & Maintenance	Street & Boulevard Maintenance
		37.35	Street & Boulevard Maintenance		117720		1610.6340		Repair & Maintenance	Street & Boulevard Maintenance
		75.68	Street & Boulevard Maintenance		117721		1610.6340		Repair & Maintenance	Street & Boulevard Maintenance
			Supplier 114258 MENARDS							
		2.40	Liquor Operations		117722		6405.6214		Operating Supplies	Liquor Operations
		2.40	Liquor Operations		117723		6405.6214		Operating Supplies	Liquor Operations
		2.40	Liquor Operations		117724		6405.6214		Operating Supplies	Liquor Operations
		2.40	Liquor Operations		117725		6405.6214		Operating Supplies	Liquor Operations
		2.40	Liquor Operations		117726		6405.6214		Operating Supplies	Liquor Operations
		2.40	Liquor Operations		117727		6405.6214		Operating Supplies	Liquor Operations
			Supplier 114433 CITY OF ROBBINSDALE							
		58.99	Liquor Operations		117728		6405.6214		Operating Supplies	Liquor Operations
			Supplier 114295 AMAZON							
		14.99	Liquor Operations		117729		6405.6382		Advertising / Promotions	Liquor Operations
			Supplier 114283 FACEBOOK							
		1.92	Liquor Operations		117730		6405.6214		Operating Supplies	Liquor Operations
			Supplier 114257 ACE HARDWARE							
		24.14	CG Vehicle Maintenance		117731		7010.6234		Equipment Parts & Supplies	CG Vehicle Maintenance
		24.14	CG Vehicle Maintenance		117732		7010.6234		Equipment Parts & Supplies	CG Vehicle Maintenance
		22.40	CG Vehicle Maintenance		117733		7010.6234		Equipment Parts & Supplies	CG Vehicle Maintenance
			Supplier 115149 A-DAVES LOCK & SAFE							
		44.15	CG Vehicle Maintenance		117734		7010.6214		Operating Supplies	CG Vehicle Maintenance
			Supplier 114515 SNAP-ON							
		162.35	Parks Turf Maintenance		117735		1569.6718		Licenses Taxes & Fees	Parks Turf Maintenance
			Supplier 115234 MN DEPT OF NATURAL RESOURCES (DNR)							
		140.00	Parks Administration		117736		1500.6512		Conference & Schools	Parks Administration
			Supplier 116532 UNIVERSITY OF MINNESOTA							
		495.00	Parks Administration		117737		1500.6512		Conference & Schools	Parks Administration
			Supplier 114253 PAYPAL INC							
		20.00	CS Government Buildings		117738		7115.6718		Licenses Taxes & Fees	CS Government Buildings
			Supplier 114494 MN DEPT OF LABOR AND INDUSTRY							

Council Check Register by GL

Council Check Register and Summary

11/25/2016 -- 11/25/2016

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
2016331	11/25/2016		100292 U. S. BANCORP						Continued...	
		71.90	CS General Office		117739		7105.6214		Operating Supplies	CS General Office
		122.96	Supplier 115210 OFFICE SUPPLY.COM							
			CS Information Technology		117740		7110.6234		Equipment Parts & Supplies	CS Information Technology
			Supplier 114280 NEWEGG							
		58.05-	CS General Office		117741		7105.6214		Operating Supplies	CS General Office
			Supplier 115210 OFFICE SUPPLY.COM							
		19.98	License Center Operations		117742		6705.6214		Operating Supplies	License Center Operations
			Supplier 114278 GORILLA PAPER							
		49.98	CS Information Technology		117743		7110.6234		Equipment Parts & Supplies	CS Information Technology
			Supplier 114280 NEWEGG							
		858.00	Parks Turf Maintenance		117744		1569.6338		Rentals/Leases	Parks Turf Maintenance
			Supplier 117101 J & F REDDY RENTS							
		5,158.59								

Grand Total

5,158.59

Payment Instrument Totals

Checks

EFT Payments 5,158.59

Total Payments 5,158.59

MEMORANDUM

TO: Mayor and City Council

FROM: Marcia Glick, City Manager

DATE: December 20, 2016

SUBJECT: Contract for HVAC Maintenance Services

Background:

The current contract for the maintenance of HVAC systems in City buildings is expiring on December 31st, 2016. The current contractor is NAC Mechanical and Electrical Services who have held the contract since early 2011.

It is considered a prudent action to go to the open market occasionally in order to ensure the City is receiving the best service possible in this field of numerous service providers.

An RFP was prepared and sent to eight companies, requesting prices for full service contracts for City Hall, Public Safety and Public Works buildings, and preventative contracts for Robbinsdale Wine and Spirits and the Library building.

A mandatory pre-bid meeting / inspection was held in order for prospective providers to familiarize themselves with the equipment that is the subject of the contract. Five of the eight contractors attended this meeting deeming them eligible to submit a proposal.

Prior to the submission deadline, staff received a letter from one of the eligible contractors declining the offer to submit a proposal. Consequently, at the formal closing time for submissions, four proposals had been received. These proposals were from Northland Mechanical Contractors, Johnson Controls, NAC Mechanical and Electrical (the current service provider) and Yale Mechanical.

Submissions consisted of two parts – the Technical Proposal which outlined how the companies are going to perform the requested services, the experience of the staff allocated to perform the work and references of other agencies using the company's services, and the Dollar Cost Proposal which outlines the cost of the services sought for each of the three years, and provides hourly rates for trades activities that fall outside of the contract.

Each submission was independently reviewed by a group of three members of City Staff – the Public Works Director / City Engineer, the Senior Engineering Technician and the Parks Supervisor. Criteria used to evaluate the submissions included company staff having proper licensing, adherence to the requirements of the RFP, the company's past experience, the experience of the individuals on the team that will be allocated to perform the work, comprehensiveness of the submission and price. In addition, phone calls were made to references to verify satisfaction with performance and quality of service. Following the individual reviews, the group members convened to discuss the merits of the submissions.

A summary table of the Contractors who were contacted and the proposed costs are shown as follows –

Company	Attended Inspection	Cost Proposal			
		2017	2018	2019	Hourly Rates
Northland Mechanical Contractors	☒	\$41,373.00	\$42,408.00	\$43,467.00	\$120.00
Johnson Controls	☒	\$34,773.00	\$35,469.00	\$36,075.00	HVAC Mechanic \$115.00 Control Tech \$120.00
NAC Mechanical & Electrical	☒	\$36,850.00	\$37,956.00	\$38,795.00	Mech/Elect \$111.00 / \$166.50 (OT) / \$222.50 (Emerg/Weekend) Temp Controls \$135.00 / \$202.50 (OT) / \$270.00 (Emerg/Weekend) Annual Increase 3%
Yale Mechanical	☒	\$31,940.00	\$32,898.00	\$33,883.00	2017 \$121.50 / \$182.25 (OT) / \$243.00 (Holidays) 2018 \$123.00 / \$184.50 (OT) / \$246.00 (Holidays) 2019 \$125.50 / \$188.25 (OT) / \$251.00 (Holidays)
UHL	☒	Decided to decline offer to submit			
Owens Companies	☒	Deemed ineligible			
Egan	☒	Deemed ineligible			
New Century Systems	☒	Deemed ineligible			

The hourly rates indicated in the table denotes the cost for any work that is outside of the contract and additional work in buildings with Preventative Maintenance only or buildings that are not included in this contract including emergency responses in those buildings.

Analysis and Evaluation:

Each submission has been evaluated and comments are as follows –

Northland Mechanical Contractors – This company has been operational for 45 years and is based in New Hope. The submission from Northland was relatively brief. A major detracting aspect of this submission related to the company not being a Contractor for the Alerton controls the City uses. The submission notes that a separate contract with an Alerton provider would be needed. The Northland proposal is also the most costly over the three year period.

Johnson Controls – This company is part of a multi-national corporation and has been operational for 135 years. The local service would be based out of Plymouth. The submission from Johnson Controls was quite comprehensive. It was not made clear whether this company works with Alerton systems or whether they would want to introduce their own proprietary controls. References indicated a general satisfaction with the service provided, but that there was a preference to move controls to their own brand.

NAC Mechanical & Electrical – This is the current HVAC contractor for the City. NAC has been in business for 31 years and is based out of Vadnais Heights. The submission was unusually brief, likely relying on the current history with the company as a large basis of the proposal. The company is an Alerton Contractor. The service experience with NAC has been generally good, although some issues with wrangling controls have surfaced over the past 12 months.

Yale Mechanical – This company has been operational for 75 years and is based out of Bloomington. The submission was very comprehensive, with details of what works would be taken and at what frequency. The company is an Alerton Contractor. References were very satisfied with the services provided, the response time and both the service techs and administrative personnel. The Yale submission was also the least costly over the three year period.

The separate hourly rates provided by each company for works outside of the contract are similar.

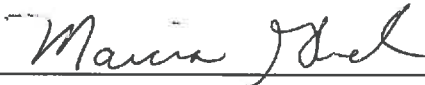
Summary:

Based on the submissions and the responses contained within, the staff review panel independently and unanimously came to the conclusion that the submission by Yale Mechanical was the best value overall. This company made a very thorough submission that demonstrated to the reviewers a very clear understanding of what the City is seeking. The company has a substantive size and services numerous clients including Cities and other large companies. Telephone calls to references verified satisfaction with the services the company provides.

Consequently, it is recommended that the HVAC service contract for the period January 1st 2017 through December 31st 2019 be awarded to Yale Mechanical of Bloomington Minnesota, with the option for extension being reviewed prior to the expiration date in 2019.

Recommendation:

Authorize the Mayor and City Manager to enter into an agreement for the provision of HVAC services in City buildings with Yale Mechanical of Bloomington Minnesota for the period January 1st 2017 through December 31st 2019 with an option for an additional three (3) years extension in one year increments. The schedule of proposed services and annual costs shall be as submitted in Yale's submission dated December 2, 2016 and as outlined in this report.



Marcia Glick, City Manager

CONCURRENCE:



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



City of Robbinsdale

MEMORANDUM

To: Mayor and Council Members

From: Marcia Glick, City Manager

Date: December 20, 2016

Subject: Hold a public hearing to receive comments regarding the City's Street Improvement and Reconstruction Plan and adopt the City's Street Improvement and Reconstruction Plan.

Background

During the 2002 Legislative Session, additional bonding authority (outside of a voter referendum) for street improvements and reconstruction was granted to cities under Minnesota Statutes, section 475.58, subdivision 3(b), as amended (the "Act"). In order for cities to issue street reconstruction bonds under the Act, the City Council of a city must have unanimously adopted five-year street improvement and reconstruction plan (the "Plan") after a public hearing.

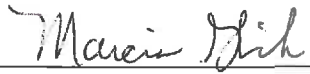
The Proposed Capital Improvement Plan (the "Plan") does include the issuance of Street Improvement Bonds under the Act in the calendar year 2017. Holding the public hearing allows for flexibility if the need should arise to issue bonds in calendar year 2017 or to adjust the bond amounts.

The Plan is represented as the Traffic & Transportation Section of the City's Proposed Capital Improvement Plan 2017-2021 that is also being adopted at the same meeting. The Plan is being shown separately for this public hearing under the advisement of the City's Bond Counsel in order to meet the requirements of the Act. The Plan does include plans to issue bonds in 2017-2021 under the provisions of the Act, and holding the public hearing on the Plan and adopting it at this meeting maintains the ability of the City to issue these bonds to fund the projects within the Street Improvement Plan.

Recommendation

Staff recommends:

- 1). Hold the public hearing to receive comment on the City's Proposed Street Improvement and Reconstruction Plan 2017-2021, (Exhibit 1).
- 2). By motion, waive the reading and order the adoption of the resolution to adopt the City's five-year Street Improvement and Reconstruction Plan (shown as Exhibit 2)



Marcia Glick, City Manager

Concurrence:



Larry Jacobson, Finance Director

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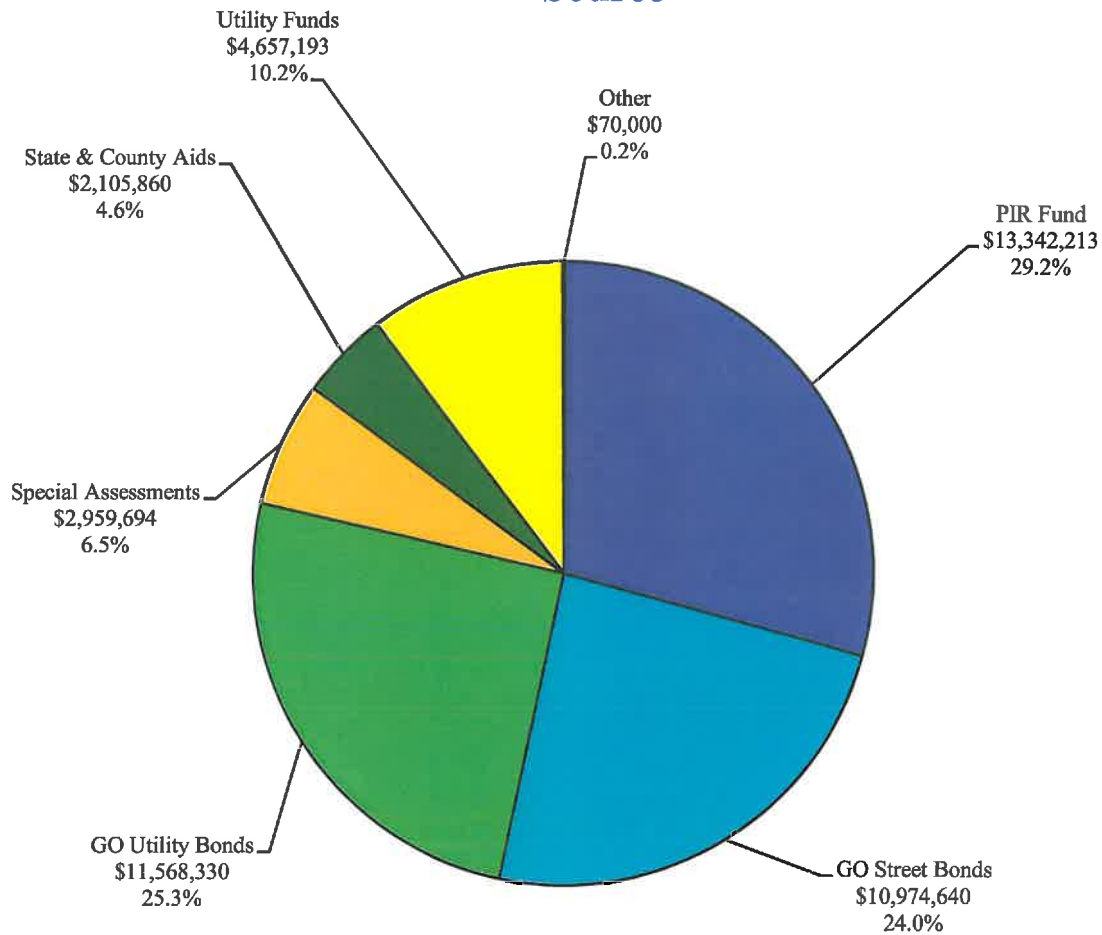
Proposed Street Improvement Plan 2017-2021

City of Robbinsdale, Minnesota

City of Robbinsdale, Minnesota

Traffic & Transportation Plan 2017-2021

2017-2021 CIP Traffic & Transportation by Funding Source



Capital Improvement Funds	
Permanent Improvement Revolving Fund	\$ 13,342,213
Total Capital Improvement Funds	13,342,213
GO Bonds	
Street Bonds	10,974,640
Utility Bonds	11,568,330
Total GO Bonds	22,542,970
Special Assessments	2,959,694
State & County Aids	2,105,860
Utility Funds	4,657,193
Other	70,000
Total	\$ 45,677,930

City of Robbinsdale, Minnesota

Capital Improvement Plan 2017-2021

Traffic & Transportation Section Summary

This section encompasses the improvement and /or replacement of streets, alleys, sidewalks, streetlights, and traffic control lights. During 2013, the City contracted with Goodpointe Technologys to perform testing and rating of all City streets. The City Engineer developed a priority list of road projects over the five-year period based on the results of the road condition testing, existing condition of the utilities, and any known deficiency in the utilities.

Proposed Improvements

The Traffic & Transportation Section includes improvement projects totaling \$45,677,930 for the five year period, which are planned to be funded through the sources as listed on the Summary by Project & Funding Source.

Street Re-sheeting Program

The CIP provides annually for any combination of street resurfacing or sealcoating that is needed. This is intended to extend the life of streets that do not have an immediate need to be reconstructed.

Alley Maintenance Program

The CIP provides \$20,000 - \$25,000 annually for the repair and maintenance of alleys. This would involve the possible resurfacing of an alley or parts of it, repair of concrete slabs that have been damaged by trees or weather.

Sidewalk Replacement Program

The CIP provides between \$15,000 annually for the repair of sidewalk slabs throughout the City. This is considered a public safety hazard and should reduce our liability exposure.

Small Works Program

The CIP provides \$25,000 - \$30,000 annually for small projects that arise such as retaining walls, curb replacements, or any other type of project that is considered a public safety hazard and is not covered through the sidewalk, alley, or street re-sheeting programs.

Street Reconstruction Projects

Each street reconstruction project includes the rebuilding of all utilities and the adding of any areas where the utilities are deficient. The costs shown in the CIP Summary of Projects by Section include funding for the utilities, special assessments issued to each property owner based on our current policy, state aid dollars if it is a designated State Aid Street, and use of Street Program reserve funds (PIR Fund).

City of Robbinsdale, MN
5 Year Capital Improvement Plan 2016 - 2020
2017 thru 2021

PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project#	Priority	2017	2018	2019	2020	2021	Total
3 - Traffic & Transport								
Alley Reconstruction Program	301	1	20,000	20,000	25,000	25,000	25,000	115,000
France Avenue - Reconstruction 27th to Lowry Ave	311	3		160,560	170,300		1,712,740	2,043,600
Lowry Ave - Reconstruct York to Abbott Ave	317	3			58,830		867,170	926,000
Noble Avenue - Reconstruct 36th to 41st Ave	318	3	6,455,000					6,455,000
Tree Removal - West Broadway 40th - 42nd	333	1	40,000	40,000	40,000	40,000	40,000	200,000
France - Reconstruct 31st to 33rd	344	3		318,460		1,488,540		1,807,000
County Road 9 - Reconstruction CR81 to Parkway	352	3	290,000	290,000	290,000	290,000		1,160,000
36th Avenue - Video Detectors for Signals at Noble	354	3	40,000					40,000
Halifax / Grimes / 46th Reconstruction	369	3			223,450	1,713,550		1,937,000
Xenia / Welcome / 41st Reconstruction	370	3					254,770	254,770
Yates / Zane / 41st Reconstruction	371	4					255,360	255,360
Grimes / Halifax / Islemount / 42nd / 43rd	372	4			272,320		3,132,680	3,405,000
38th Avenue - Reconstruction Railroad to Hubbard	376	3	58,000	443,000				501,000
Drew / McNair - 27th to Lowry Reconstruction	378	3		22,000		1,869,000		1,891,000
Shoreline/Chowen - CR81 to 43rd - Reconstruction	379	3	100,000		4,554,000			4,654,000
Lee/Major/37th/39th - Reconstruction	381	4		38,000		3,305,000		3,343,000
France/Grimes/Hubbard/37th/38th - Reconstruction	382	3	34,000	2,961,000				2,995,000
Chowen Avenue - 43rd to Lake Drive	383	4	18,000		1,578,000			1,596,000
Xerxes / York - 26th to Parkview - Reconstruction	384	4				30,000	2,703,000	2,733,000
36th Ave/Regent Ave - Traffic Control Improvements	385	2			25,000	100,000		125,000
Toledo/Scott - 37th to 39th - Reconstruction	389	2	50,000	1,000,000				1,050,000
Boulevard Native Plantings	391	2	10,000	10,000	12,000	12,000	24,000	68,000
Downtown Improvements	393	2	10,000	10,000	10,000	10,000	10,000	50,000
CR81 Light Knockdown Inventory	394	2	5,000	5,000	5,000	5,000	5,000	25,000
Alternate Street Light Trial & Implementation	396	2	45,000	45,000	50,000	50,000	50,000	240,000
Small Works Program	397	2	25,000	25,000	30,000	30,000	30,000	140,000
Road Resheeting Program	398	2	800,000	1,000,000	600,000	600,000	500,000	3,500,000
Sidewalk Replacement Program	399	2	15,000	15,000	15,000	15,000	15,000	75,000
Bridge Maintenance Program	402	2	10,000		10,000		10,000	30,000
West Broadway - Repaint Poles and Move Signs	403	2	20,000					20,000
County Road 9 - Reconstruct Regent to W B'dway	406	3		250,300	1,918,900			2,169,200
Oakdale Avenue - Reconstruct W Broadway to Abbott	430	2	400,000					400,000
June Avenue - Reconstruction 35th to cul-de-sac	431	3		50,000	700,000			750,000
Hubbard Avenue - Reconstruct 41 1/2 to CR 9	432	2		50,000	400,000			450,000
41 1/2 Avenue - Pedestrian Promenade	433	3		220,000				220,000
41 1/2 Avenue - Streetscape Plaza	434	1	4,000					4,000
Signal Flashing Left Turn Arrows	435	2	32,000	18,000				50,000

Department	Project#	Priority	2017	2018	2019	2020	2021	Total
3 - Traffic & Transport Total			8,481,000	6,991,320	10,987,800	9,583,090	9,634,720	45,677,930
<i>Donations</i>			20,000			50,000		70,000
<i>GO Special Assessment Bonds</i>				600,256	470,000	1,656,295	231,900	2,958,351
<i>GO Street Reconstruction Bonds</i>				1,384,214	2,505,000	2,746,185	1,380,890	8,016,289
<i>GO Utility Rev Bonds - Sanitary</i>			800,000	365,530	734,000	1,039,115	844,420	3,783,065
<i>GO Utility Rev Bonds - Storm</i>			2,000,000	363,895	570,000	908,850	463,620	4,306,365
<i>GO Utility Rev Bonds - Water</i>			700,000	623,605	380,000	1,089,815	685,480	3,478,900
<i>PIR Alley Reconstruction</i>			20,000	20,000	25,000	25,000	25,000	115,000
<i>PIR Other Infrastructure</i>			167,000	143,000	147,000	149,000	147,000	753,000
<i>PIR Pedestrian / Bicycle Facilities</i>			48,000	45,000	225,000	25,000	25,000	369,000
<i>PIR Street Overlay and Resurface</i>			800,000	1,000,000	600,000	600,000	500,000	3,500,000
<i>PIR Street Reconstruction</i>			2,160,700	1,084,320	2,850,513	113,920	2,395,760	8,605,213
<i>Sanitary Sewer Utility Fund</i>			152,250	402,250	770,275	152,250	386,808	1,863,833
<i>Special Assessments</i>			850,000	186,500	302,272	430,350	1,190,572	2,959,694
<i>State Aids</i>			624,300	210,000		471,560	800,000	2,105,860
<i>Storm Sewer Utility Fund</i>			82,065	157,065	736,205	82,065	393,880	1,451,280
<i>Water Utility Fund</i>			55,685	205,685	572,535	55,685	452,490	1,342,080
3 - Traffic & Transport Total			8,481,000	6,791,320	10,887,800	9,595,090	9,922,720	45,677,930
Grand Total			8,481,000	6,991,320	10,987,800	9,583,090	9,634,720	45,677,930

City of Robbinsdale, MN
5 Year Capital Improvement Plan 2016 - 2020
2017 thru 2021

PROJECTS BY FUNDING SOURCE

Source	Project#	Priority	2017	2018	2019	2020	2021	Total
Donations								
36th Avenue - Video Detectors for Signals at Noble	354	3	20,000					20,000
36th Ave/Regent Ave - Traffic Control Improvements	385	2				50,000		50,000
Donations Total			20,000			50,000		70,000
GO Special Assessment Bonds								
France Avenue - Reconstruction 27th to Lowry Ave	311	3					231,800	231,800
France - Reconstruct 31st to 33rd	344	3				568,060		568,060
Drew / McNair - 27th to Lowry Reconstruction	378	3				288,195		288,195
Shoreline/Chowen - CR81 to 43rd - Reconstruction	379	3			470,000			470,000
Lee/Major/37th/39th - Reconstruction	381	4				800,040		800,040
France/Grimes/Hubbard/37th/38th - Reconstruction	382	3		600,256				600,256
GO Special Assessment Bonds Total			600,256	470,000	1,656,295	231,800		2,958,351
GO Street Reconstruction Bonds								
France Avenue - Reconstruction 27th to Lowry Ave	311	3					380,890	380,890
Halifax / Grimes / 46th Reconstruction	369	3			105,000	400,000		505,000
Xenia / Welcome / 41st Reconstruction	370	3					125,000	125,000
Yates / Zane / 41st Reconstruction	371	4					225,000	225,000
Grimes / Halifax / Islemount / 42nd / 43rd	372	4					650,000	650,000
38th Avenue - Reconstruction Railroad to Hubbard	376	3		147,040				147,040
Drew / McNair - 27th to Lowry Reconstruction	378	3				808,970		808,970
Shoreline/Chowen - CR81 to 43rd - Reconstruction	379	3			2,400,000			2,400,000
Lee/Major/37th/39th - Reconstruction	381	4				1,537,215		1,537,215
France/Grimes/Hubbard/37th/38th - Reconstruction	382	3		1,237,174				1,237,174
GO Street Reconstruction Bonds Total			1,384,214	2,505,000	2,746,185	1,380,890		8,016,289
GO Utility Rev Bonds - Sanitary								
France Avenue - Reconstruction 27th to Lowry Ave	311	3					130,780	130,780
Noble Avenue - Reconstruct 36th to 41st Ave	318	3	800,000					800,000
France - Reconstruct 31st to 33rd	344	3				217,250		217,250
Halifax / Grimes / 46th Reconstruction	369	3				268,070		268,070
Grimes / Halifax / Islemount / 42nd / 43rd	372	4					713,640	713,640
38th Avenue - Reconstruction Railroad to Hubbard	376	3		52,800				52,800
Drew / McNair - 27th to Lowry Reconstruction	378	3				191,150		191,150
Shoreline/Chowen - CR81 to 43rd - Reconstruction	379	3			734,000			734,000
Lee/Major/37th/39th - Reconstruction	381	4				362,645		362,645
France/Grimes/Hubbard/37th/38th - Reconstruction	382	3		312,730				312,730
GO Utility Rev Bonds - Sanitary Total			800,000	365,530	734,000	1,039,115	844,420	3,783,065

Source	Project#	Priority	2017	2018	2019	2020	2021	Total
GO Utility Rev Bonds - Storm								
France Avenue - Reconstruction 27th to Lowry Ave	311	3					51,220	51,220
Noble Avenue - Reconstruct 36th to 41st Ave	318	3	2,000,000					2,000,000
France - Reconstruct 31st to 33rd	344	3				136,290		136,290
Halifax / Grimes / 46th Reconstruction	369	3				290,160		290,160
Grimes / Halifax / Islemount / 42nd / 43rd	372	4					412,400	412,400
38th Avenue - Reconstruction Railroad to Hubbard	376	3		57,020				57,020
Drew / McNair - 27th to Lowry Reconstruction	378	3				296,500		296,500
Shoreline/Chowen - CR81 to 43rd - Reconstruction	379	3			570,000			570,000
Lee/Major/37th/39th - Reconstruction	381	4				185,900		185,900
France/Grimes/Hubbard/37th/38th - Reconstruction	382	3		306,875				306,875
GO Utility Rev Bonds - Storm Total			2,000,000	363,895	570,000	908,850	463,620	4,306,365
GO Utility Rev Bonds - Water								
France Avenue - Reconstruction 27th to Lowry Ave	311	3					118,050	118,050
Noble Avenue - Reconstruct 36th to 41st Ave	318	3	700,000					700,000
France - Reconstruct 31st to 33rd	344	3				145,380		145,380
Halifax / Grimes / 46th Reconstruction	369	3				304,050		304,050
Grimes / Halifax / Islemount / 42nd / 43rd	372	4					567,430	567,430
38th Avenue - Reconstruction Railroad to Hubbard	376	3		119,640				119,640
Drew / McNair - 27th to Lowry Reconstruction	378	3				221,185		221,185
Shoreline/Chowen - CR81 to 43rd - Reconstruction	379	3			380,000			380,000
Lee/Major/37th/39th - Reconstruction	381	4				419,200		419,200
France/Grimes/Hubbard/37th/38th - Reconstruction	382	3		503,965				503,965
GO Utility Rev Bonds - Water Total			700,000	623,605	380,000	1,089,815	685,480	3,478,900
PIR Alley Reconstruction								
Alley Reconstruction Program	301	1	20,000	20,000	25,000	25,000	25,000	115,000
PIR Alley Reconstruction Total			20,000	20,000	25,000	25,000	25,000	115,000
PIR Other Infrastructure								
Tree Removal - West Broadway 40th - 42nd	333	1	40,000	40,000	40,000	40,000	40,000	200,000
Boulevard Native Plantings	391	2	10,000	10,000	12,000	24,000	12,000	68,000
CR81 Light Knockdown Inventory	394	2	5,000	5,000	5,000	5,000	5,000	25,000
Alternate Street Light Trial & Implementation	396	2	45,000	45,000	50,000	50,000	50,000	240,000
Small Works Program	397	2	25,000	25,000	30,000	30,000	30,000	140,000
Bridge Maintenance Program	402	2	10,000		10,000		10,000	30,000
Signal Flashing Left Turn Arrows	435	2	32,000	18,000				50,000
PIR Other Infrastructure Total			167,000	143,000	147,000	149,000	147,000	753,000
PIR Pedestrian / Bicycle Facilities								
Downtown Improvements	393	2	10,000	10,000	10,000	10,000	10,000	50,000
Sidewalk Replacement Program	399	2	15,000	15,000	15,000	15,000	15,000	75,000
West Broadway - Repaint Poles and Move Signs	403	2	20,000					20,000
41 1/2 Avenue - Pedestrian Promenade	433	3		20,000	200,000			220,000
41 1/2 Avenue - Streetscape Plaza	434	1	4,000					4,000
PIR Pedestrian / Bicycle Facilities Total			49,000	45,000	225,000	25,000	25,000	369,000

Source	Project#	Priority	2017	2018	2019	2020	2021	Total
PIR Street Overlay and Resurface								
Road Resheeting Program	398	2	800,000	1,000,000	600,000	600,000	500,000	3,500,000
PIR Street Overlay and Resurface Total			800,000	1,000,000	600,000	600,000	500,000	3,500,000
PIR Street Reconstruction								
France Avenue - Reconstruction 27th to Lowry Ave	311	3		160,560	170,300			330,860
Lowry Ave - Reconstruct York to Abbott Ave	317	3			58,830		485,700	544,530
Noble Avenue - Reconstruct 36th to 41st Ave	318	3	1,700,700					1,700,700
France - Reconstruct 31st to 33rd	344	3		108,460				108,460
Halifax / Grimes / 46th Reconstruction	369	3			5,950	20,920		26,870
Xenia / Welcome / 41st Reconstruction	370	3					17,420	17,420
Yates / Zane / 41st Reconstruction	371	4					30,360	30,360
Grimes / Halifax / Islemount / 42nd / 43rd	372	4			272,320		49,010	321,330
38th Avenue - Reconstruction Railroad to Hubbard	376	3	58,000					58,000
Drew / McNair - 27th to Lowry Reconstruction	378	3		22,000		63,000		85,000
Shoreline/Chowen - CR81 to 43rd - Reconstruction	379	3	100,000					100,000
Lee/Major/37th/39th - Reconstruction	381	4		38,000				38,000
France/Grimes/Hubbard/37th/38th - Reconstruction	382	3	34,000					34,000
Chowen Avenue - 43rd to Lake Drive	383	4	18,000		640,843			658,843
Xerxes / York - 26th to Parkview - Reconstruction	384	4				30,000	1,543,270	1,573,270
36th Ave/Regent Ave - Traffic Control Improvements	385	2			25,000			25,000
Toledo/Scott - 37th to 39th - Reconstruction	389	2	50,000	405,000				455,000
County Road 9 - Reconstruct Regent to W B'dway	406	3		250,300	1,337,270			1,587,570
Oakdale Avenue - Reconstruct W Broadway to Abbott	430	2	200,000					200,000
June Avenue - Reconstruction 35th to cul-de-sac	431	3		50,000	340,000			390,000
Hubbard Avenue - Reconstruct 41 1/2 to CR 9	432	2		50,000			270,000	320,000
PIR Street Reconstruction Total			2,160,700	1,084,320	2,850,513	113,920	2,395,760	8,605,213
Sanitary Sewer Utility Fund								
Lowry Ave - Reconstruct York to Abbott Ave	317	3					59,750	59,750
County Road 9 - Reconstruction CR81 to Parkway	352	3	152,250	152,250	152,250	152,250		609,000
Halifax / Grimes / 46th Reconstruction	369	3			37,500			37,500
Xenia / Welcome / 41st Reconstruction	370	3					48,120	48,120
Chowen Avenue - 43rd to Lake Drive	383	4			133,625			133,625
Xerxes / York - 26th to Parkview - Reconstruction	384	4					278,938	278,938
Toledo/Scott - 37th to 39th - Reconstruction	389	2		250,000				250,000
County Road 9 - Reconstruct Regent to W B'dway	406	3			256,900			256,900
June Avenue - Reconstruction 35th to cul-de-sac	431	3			150,000			150,000
Hubbard Avenue - Reconstruct 41 1/2 to CR 9	432	2			40,000			40,000
Sanitary Sewer Utility Fund Total			152,250	402,250	770,275	152,250	386,808	1,863,833
Special Assessments								
Lowry Ave - Reconstruct York to Abbott Ave	317	3					122,220	122,220
Noble Avenue - Reconstruct 36th to 41st Ave	318	3	650,000					650,000
Halifax / Grimes / 46th Reconstruction	369	3				430,350		430,350
Grimes / Halifax / Islemount / 42nd / 43rd	372	4					740,200	740,200
38th Avenue - Reconstruction Railroad to Hubbard	376	3		66,500				66,500
Chowen Avenue - 43rd to Lake Drive	383	4			242,272			242,272
Xerxes / York - 26th to Parkview - Reconstruction	384	4					328,152	328,152
Toledo/Scott - 37th to 39th - Reconstruction	389	2		120,000				120,000

Source	Project#	Priority	2017	2018	2019	2020	2021	Total
Oakdale Avenue - Reconstruct W Broadway to Abbott	430	2	200,000					200,000
June Avenue - Reconstruction 35th to cul-de-sac	431	3			60,000			60,000
Special Assessments Total			850,000	186,500	302,272	430,350	1,190,572	2,959,694
State Aids								
France Avenue - Reconstruction 27th to Lowry Ave	311	3					800,000	800,000
Noble Avenue - Reconstruct 36th to 41st Ave	318	3	604,300					604,300
France - Reconstruct 31st to 33rd	344	3		210,000		421,560		631,560
36th Avenue - Video Detectors for Signals at Noble	354	3	20,000					20,000
36th Ave/Regent Ave - Traffic Control Improvements	385	2				50,000		50,000
State Aids Total			624,300	210,000		471,560	800,000	2,105,860
Storm Sewer Utility Fund								
Lowry Ave - Reconstruct York to Abbott Ave	317	3					128,000	128,000
County Road 9 - Reconstruction CR81 to Parkway	352	3	82,065	82,065	82,065	82,065		328,260
Halifax / Grimes / 46th Reconstruction	369	3			37,500			37,500
Xenia / Welcome / 41st Reconstruction	370	3					9,860	9,860
Chowen Avenue - 43rd to Lake Drive	383	4			441,600			441,600
Xerxes / York - 26th to Parkview - Reconstruction	384	4					226,020	226,020
Toledo/Scott - 37th to 39th - Reconstruction	389	2		75,000				75,000
County Road 9 - Reconstruct Regent to W B'dway	406	3			125,040			125,040
June Avenue - Reconstruction 35th to cul-de-sac	431	3			50,000			50,000
Hubbard Avenue - Reconstruct 41 1/2 to CR 9	432	2					30,000	30,000
Storm Sewer Utility Fund Total			82,065	157,065	736,205	82,065	393,880	1,451,280
Water Utility Fund								
Lowry Ave - Reconstruct York to Abbott Ave	317	3					71,500	71,500
County Road 9 - Reconstruction CR81 to Parkway	352	3	55,685	55,685	55,685	55,685		222,740
Halifax / Grimes / 46th Reconstruction	369	3			37,500			37,500
Xenia / Welcome / 41st Reconstruction	370	3					54,370	54,370
Chowen Avenue - 43rd to Lake Drive	383	4			119,660			119,660
Xerxes / York - 26th to Parkview - Reconstruction	384	4					326,620	326,620
Toledo/Scott - 37th to 39th - Reconstruction	389	2		150,000				150,000
County Road 9 - Reconstruct Regent to W B'dway	406	3			199,690			199,690
June Avenue - Reconstruction 35th to cul-de-sac	431	3			100,000			100,000
Hubbard Avenue - Reconstruct 41 1/2 to CR 9	432	2			60,000			60,000
Water Utility Fund Total			55,685	205,685	572,535	55,685	452,490	1,342,080
GRAND TOTAL			8,481,000	6,791,320	10,887,800	9,595,090	9,922,720	45,677,930

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 20th day of December 2016.

RESOLUTION NO.

A RESOLUTION ADOPTING THE CITY'S STREET IMPROVEMENT AND
RECONSTRUCTION PLAN 2017-2021

WHEREAS, the City Council of the City of Robbinsdale (the "City") held a public hearing on its Five-Year Street Improvement and Reconstruction Plan for the years 2017-2021 (the "Plan") to hear and consider public comment regarding the plan, as required by Minnesota Statutes, section 475.58, subdivision 3(b), as amended (the "Act"), and therefore the City may issue bonds in the future for various street improvement and reconstruction projects that it deems necessary, which are described in the Plan; and

WHEREAS, the City Council has reviewed said Five Year Street Improvement and Reconstruction Plan and finds it to be reasonable and advisable; and

WHEREAS, the Plan contains the same information as the Traffic & Transportation Section of the City's Capital Improvement Plan for the years 2017-2021; and

WHEREAS, adopting the Plan does not allocate funding for any specific projects at this time;

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Robbinsdale that:

The City Council hereby adopts the City's Street Improvement and Reconstruction Plan for the years 2017-2021.

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 20TH DAY OF DECEMBER 2016.

Regan L. Murphy, Mayor

ATTEST:

Tom Marshall, City Clerk

Res

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 20th day of December 2016.

RESOLUTION NO.

A RESOLUTION ADOPTING THE CITY'S STREET IMPROVEMENT AND
RECONSTRUCTION PLAN 2017-2021

WHEREAS, the City Council of the City of Robbinsdale (the "City") held a public hearing on its Five-Year Street Improvement and Reconstruction Plan for the years 2017-2021 (the "Plan") to hear and consider public comment regarding the plan, as required by Minnesota Statutes, section 475.58, subdivision 3(b), as amended (the "Act"), and therefore the City may issue bonds in the future for various street improvement and reconstruction projects that it deems necessary, which are described in the Plan; and

WHEREAS, the City Council has reviewed said Five Year Street Improvement and Reconstruction Plan and finds it to be reasonable and advisable; and

WHEREAS, the Plan contains the same information as the Traffic & Transportation Section of the City's Capital Improvement Plan for the years 2017-2021; and

WHEREAS, adopting the Plan does not allocate funding for any specific projects at this time;

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Robbinsdale that:

The City Council hereby adopts the City's Street Improvement and Reconstruction Plan for the years 2017-2021.

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 20TH DAY OF DECEMBER 2016.

Regan L. Murphy, Mayor

ATTEST:

Tom Marshall, City Clerk

Res



City of Robbinsdale

MEMORANDUM

To: Mayor and Council Members

From: Marcia Glick, City Manager

Date: December 20, 2016

Subject: Hold a public hearing to receive comments regarding the City's Capital Improvement Plan 2017-2021 and to adopt the City's Capital Improvement Plan 2017-2021.

Background

During the 2003 Legislative Session, additional bonding authority (outside of a voter referendum) for capital improvements was granted to cities under Minnesota Statute 475.521, as amended (the "Act"). In order for Cities to issue any bonds under this new Statute, the City must have a five-year capital improvement plan that is adopted unanimously by the City Council after a public hearing is held to receive comment on the capital improvement plan.

The Proposed Capital Improvement Plan 2017-2021 (the "Plan") does include issuing bonds under the Act in the calendar year 2017. Holding the public hearing allows for flexibility if the need should arise to issue bonds in calendar year 2016 or to adjust the bond amounts.

Recommendation

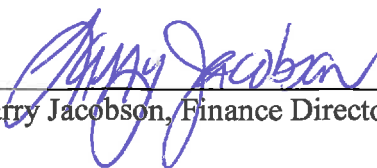
Staff recommends:

- 1). Hold the public hearing to receive comment on the City's Proposed Capital Improvement Plan 2017-2021, (Exhibit 1).
- 2). By motion, waive the reading and order the adoption of the resolution to adopt the City's five-year Capital Improvement Plan (shown as Exhibit 2)



Marcia Glick, City Manager

Concurrence:



Larry Jacobson, Finance Director



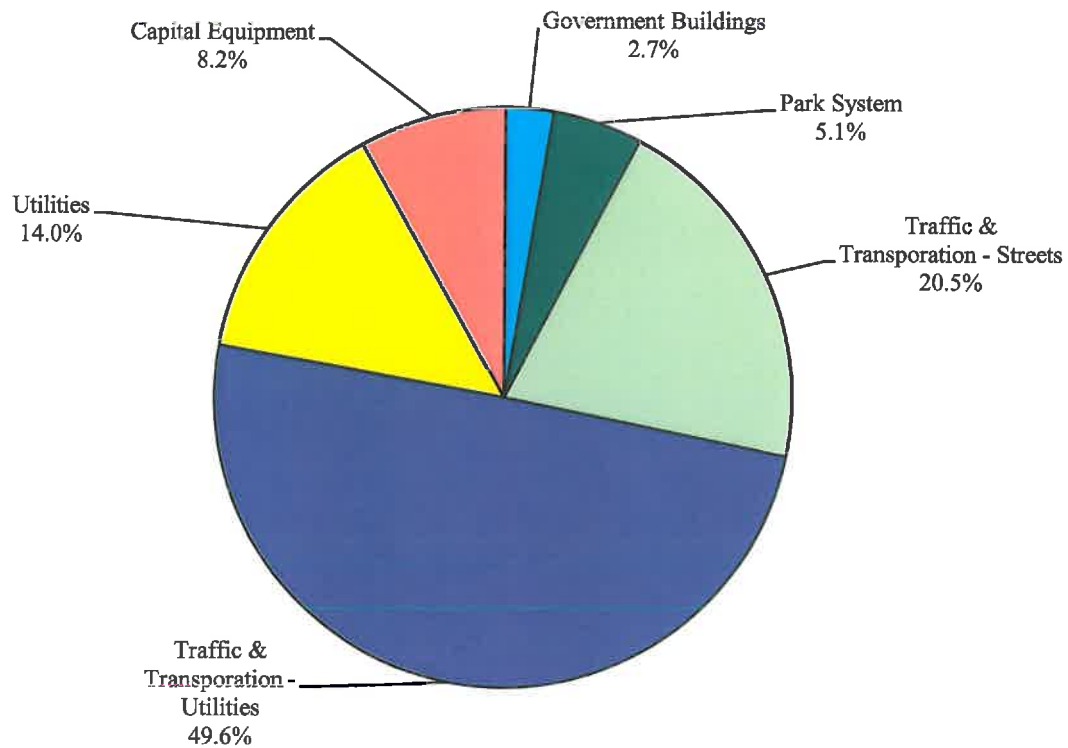
Proposed Capital Improvement Plan 2017-2021



City of Robbinsdale, Minnesota

City of Robbinsdale, Minnesota Capital Improvement Plan 2017-2021

2017-2021 CIP by Section



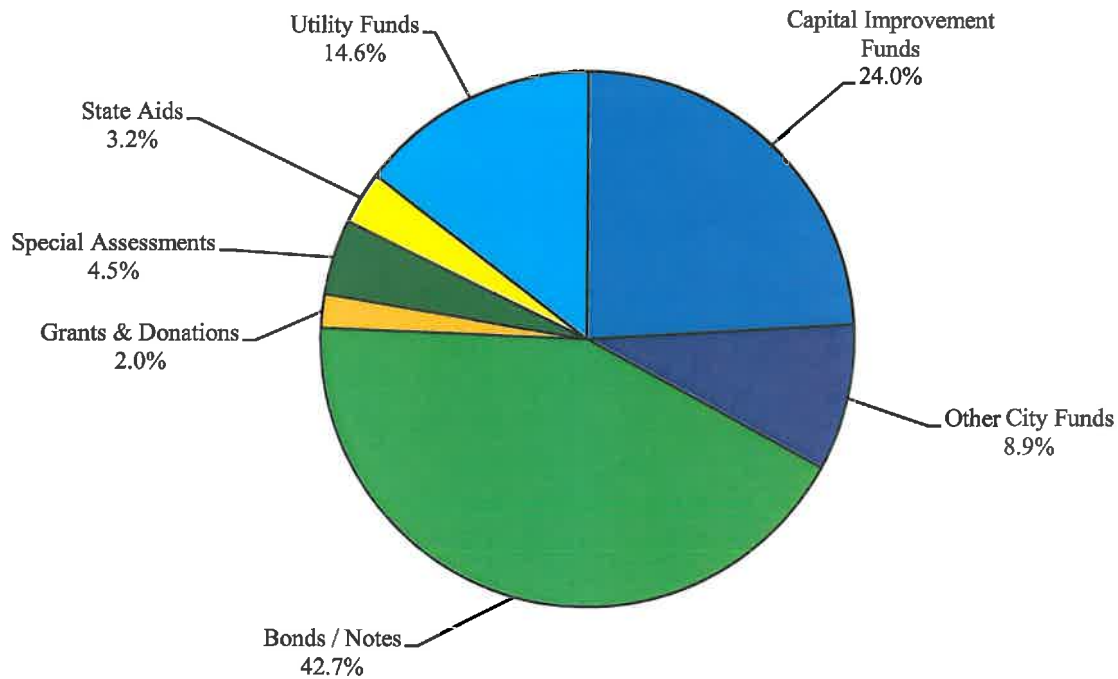
Government Buildings	\$ 1,741,760
Park System	3,294,500
Traffic & Transportation - Streets	13,342,213
Traffic & Transportation - Utilities	32,335,717
Utilities	9,102,000
Capital Equipment	5,326,100
Total	<u>\$ 65,142,290</u>

Note: Traffic & Transportation - Utilities refers to costs associated with the replacement of the underground pipes related to street reconstruction projects.

City of Robbinsdale, Minnesota

Capital Improvement Plan 2017-2021

2017-2021 CIP by Funding Source



Capital Improvement Funds	
Capital Improvement Fund	\$ 2,217,000
Permanent Improvement Revolving Fund	<u>13,448,213</u>
Total Capital Improvement Funds	<u>15,665,213</u>
Other City Funds	
Central Garage Fund	3,884,160
Central Services Fund	1,027,400
Equipment Replacement Fund	<u>855,200</u>
Total Other City Funds	<u>5,766,760</u>
Bonds / Notes	27,822,970
Grants & Donations	1,325,600
Special Assessments	2,959,694
State & County Aids	2,105,860
Utility Funds	<u>9,496,193</u>
Total	<u><u>\$ 65,142,290</u></u>

City of Robbinsdale, MN
 5 Year Capital Improvement Plan 2016 - 2020
 2017 thru 2021

PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project#	Priority	2017	2018	2019	2020	2021	Total
1 - Government Buildings								
City Hall - Replace Broken Subsid Concrete Walk	101	2	20,000	5,000				25,000
PW Garage - Roof Replacement	112	4	25,000	250,000				275,000
PW Garage - Yard Enhancements	119	2	12,000					12,000
PW Garage - Building and Yard Security	122	2	38,000					38,000
City Hall - Roof Replacement	140	2	250,000					250,000
Public Works - Wall & Parking along 5th Boundary	145	3				21,260		21,260
PW Garage - Stormwater Treatment Area	149	2	20,000					20,000
PW Garage - Above Ground Fuel Storage	153	3					10,000	10,000
Library - Rehabilitation	154	1	35,000					35,000
Library - Parking Lot Construction	158	2		22,500				22,500
Police & Fire - Energy Efficiency Improvements	160	2	30,000					30,000
Library - Energy Efficiency Improvements	161	2	4,000					4,000
PW Garage - Energy Efficiency Improvements	162	2	16,000					16,000
City Hall - Energy Efficiency Improvements	163	2	15,000					15,000
City Hall - Replace Rooftop Glass	164	2	70,000					70,000
City Hall - Screening of Rooftop AC Units	165	2	4,000					4,000
Police & Fire - Solar Hot Water	169	2				100,000		100,000
Police & Fire - Lighting Upgrade	171	2	30,000					30,000
City Buildings - New Master Key System	177	1	18,000					18,000
City Hall - Railings and Access Improvements	178	2	14,000					14,000
PW Garage - Repairs	181	1	40,000	40,000	40,000	40,000	40,000	200,000
City Hall - LED Light Retrofit	183	2	30,000	30,000				60,000
Library - Downstairs Accessibility	184	3	22,000	220,000				242,000
City Hall - Security Improvements	186	2	12,000					12,000
City Hall - Council Chambers Sliding Doors	187	2		30,000				30,000
City Hall - Entry Monument Sign Replacement	188	1	50,000					50,000
PW Garage - Salt Shed Painting	189	2	12,000					12,000
PW Garage - Repainting	190	1	8,000					8,000
PW Garage - Reroof Salt Shed	191	2		40,000				40,000
City Hall - New Inspections Window	192	1	30,000					30,000
Buildings Small Works	197	2	9,000	9,500	9,500	10,000	10,000	48,000
1 - Government Buildings Total			814,000	647,000	49,500	171,260	60,000	1,741,760
Central Garage Fund - Building			171,000	330,000	40,000	61,260	40,000	642,260
Central Garage Fund - Equipment Replacement							10,000	10,000
Central Services Fund			521,000	74,500	9,500	75,400	10,000	690,400
CIF Government Buildings			39,000	22,500				61,500
CIF Park Improvements			9,000					9,000

Department	Project#	Priority	2017	2018	2019	2020	2021	Total
<i>Grants</i>			22,000	220,000		34,600		276,600
<i>PIR Other Infrastructure</i>			50,000					50,000
<i>Water Utility Fund</i>			2,000					2,000
1 - Government Buildings Total			814,000	647,000	49,500	171,260	60,000	1,741,760

2 - Park System

Lee Park Improvements	207	1	40,000	465,000	375,000			880,000
Graeser Park Improvements	211	4		10,000			180,000	190,000
Triangle Park - Reconstruction	231	2		885,000				885,000
Parkview Park Playground Equipment	232	2	70,000					70,000
Sunset Park Playground Equipment	235	4			70,000			70,000
Sanborn Park Playground Equipment	236	3		100,000				100,000
Lakeview Terrace Park Playground Equipment	239	4					120,000	120,000
Lakeview Terrace Park Concession Stand Improvement	240	4	25,000					25,000
Manor Park Playground Equipment	241	4			100,000			100,000
Sanborn and Manor Park Backstops and Fencing	242	4		75,000				75,000
Lakeview Terrace Park - Reconstruction	249	2	168,500	219,000				387,500
Hollingsworth Park - Prairie Maintenance	254	2		2,000		2,000		4,000
Hollingsworth Park - Repairs to Fishing Dock	264	1	28,000					28,000
Lee Park - 2nd Exit to Park Building	265	1	5,000					5,000
Norma Kelly Park - Playground Replacement	272	2	140,000					140,000
Sunset Park - Stormsewer Replacement	274	2	45,000					45,000
Lee Park - Trail Connections	275	2	20,000	36,000				56,000
Sanborn Park - Resurface Tennis Courts	276	2		14,000				14,000
Manor Park - Splash Pad Joint Sealing	277	1	2,000					2,000
Triangle Park - Wading Pool Drains	278	1	4,000					4,000
Triangle Park - Wading Pool Painting	279	1	8,500					8,500
Park Furniture Replacement Program	296	2	7,500	7,500	7,500	7,500	7,500	37,500
Parks Small Works	297	2	9,000	9,000	10,000	10,000	10,000	48,000
2 - Park System Total			572,500	1,822,500	562,500	19,500	317,500	3,294,500

<i>CIF Park Improvements</i>			448,500	1,096,500	262,500	19,500	317,500	2,144,500
<i>Grants</i>			59,000	600,000	300,000			959,000
<i>PIR Pedestrian / Bicycle Facilities</i>			20,000	36,000				56,000
<i>Storm Sewer Utility Fund</i>			45,000	90,000				135,000
2 - Park System Total			572,500	1,822,500	562,500	19,500	317,500	3,294,500

3 - Traffic & Transport

Alley Reconstruction Program	301	1	20,000	20,000	25,000	25,000	25,000	115,000
France Avenue - Reconstruction 27th to Lowry Ave	311	3		180,560	170,300		1,712,740	2,043,600
Lowry Ave - Reconstruct York to Abbott Ave	317	3			58,830		867,170	926,000
Noble Avenue - Reconstruct 36th to 41st Ave	318	3	6,455,000					6,455,000
Tree Removal - West Broadway 40th - 42nd	333	1	40,000	40,000	40,000	40,000	40,000	200,000
France - Reconstruct 31st to 33rd	344	3		318,460		1,488,540		1,807,000
County Road 9 - Reconstruction CR81 to Parkway	352	3	290,000	290,000	290,000	290,000		1,160,000

Department	Project#	Priority	2017	2018	2019	2020	2021	Total
36th Avenue - Video Detectors for Signals at Noble	354	3	40,000					40,000
Halifax / Grimes / 46th Reconstruction	369	3			223,450	1,713,550		1,937,000
Xenia / Welcome / 41st Reconstruction	370	3					254,770	254,770
Yates / Zane / 41st Reconstruction	371	4					255,360	255,360
Grimes / Halifax / Islemount / 42nd / 43rd	372	4			272,320		3,132,680	3,405,000
38th Avenue - Reconstruction Railroad to Hubbard	376	3	58,000	443,000				501,000
Drew / McNair - 27th to Lowry Reconstruction	378	3		22,000		1,869,000		1,891,000
Shoreline/Chowen - CR81 to 43rd - Reconstruction	379	3	100,000		4,554,000			4,654,000
Lee/Major/37th/39th - Reconstruction	381	4		38,000		3,305,000		3,343,000
France/Grimes/Hubbard/37th/38th - Reconstruction	382	3	34,000	2,961,000				2,995,000
Chowen Avenue - 43rd to Lake Drive	383	4	18,000		1,578,000			1,596,000
Xerxes / York - 26th to Parkview - Reconstruction	384	4				30,000	2,703,000	2,733,000
36th Ave/Regent Ave - Traffic Control Improvements	385	2			25,000	100,000		125,000
Toledo/Scott - 37th to 39th - Reconstruction	389	2	50,000	1,000,000				1,050,000
Boulevard Native Plantings	391	2	10,000	10,000	12,000	12,000	24,000	68,000
Downtown Improvements	393	2	10,000	10,000	10,000	10,000	10,000	50,000
CR81 Light Knockdown Inventory	394	2	5,000	5,000	5,000	5,000	5,000	25,000
Alternate Street Light Trial & Implementation	396	2	45,000	45,000	50,000	50,000	50,000	240,000
Small Works Program	397	2	25,000	25,000	30,000	30,000	30,000	140,000
Road Resheeting Program	398	2	800,000	1,000,000	600,000	600,000	500,000	3,500,000
Sidewalk Replacement Program	399	2	15,000	15,000	15,000	15,000	15,000	75,000
Bridge Maintenance Program	402	2	10,000		10,000		10,000	30,000
West Broadway - Repaint Poles and Move Signs	403	2	20,000					20,000
County Road 9 - Reconstruct Regent to W B'dway	406	3		250,300	1,918,900			2,169,200
Oakdale Avenue - Reconstruct W Broadway to Abbott	430	2	400,000					400,000
June Avenue - Reconstruction 35th to cul-de-sac	431	3		50,000	700,000			750,000
Hubbard Avenue - Reconstruct 41 1/2 to CR 9	432	2		50,000	400,000			450,000
41 1/2 Avenue - Pedestrian Promenade	433	3		220,000				220,000
41 1/2 Avenue - Streetscape Plaza	434	1	4,000					4,000
Signal Flashing Left Turn Arrows	435	2	32,000	18,000				50,000
3 - Traffic & Transport Total			8,481,000	6,991,320	10,987,800	9,583,090	9,634,720	45,677,930

Donations	20,000			50,000		70,000
GO Special Assessment Bonds		600,256	470,000	1,656,295	231,800	2,958,351
GO Street Reconstruction Bonds		1,384,214	2,505,000	2,746,185	1,380,880	8,016,289
GO Utility Rev Bonds - Sanitary	800,000	365,530	734,000	1,039,115	844,420	3,783,065
GO Utility Rev Bonds - Storm	2,000,000	363,895	570,000	908,850	463,620	4,306,365
GO Utility Rev Bonds - Water	700,000	623,605	380,000	1,089,815	685,480	3,478,900
PIR Alley Reconstruction	20,000	20,000	25,000	25,000	25,000	115,000
PIR Other Infrastructure	167,000	143,000	147,000	149,000	147,000	753,000
PIR Pedestrian / Bicycle Facilities	49,000	45,000	225,000	25,000	25,000	369,000
PIR Street Overlay and Resurface	800,000	1,000,000	600,000	600,000	500,000	3,500,000
PIR Street Reconstruction	2,160,700	1,084,320	2,850,513	113,920	2,395,760	8,605,213
Sanitary Sewer Utility Fund	152,250	402,250	770,275	152,250	386,808	1,863,833
Special Assessments	850,000	186,500	302,272	430,350	1,190,572	2,959,694
State Aids	624,300	210,000		471,560	800,000	2,105,860
Storm Sewer Utility Fund	82,065	157,065	736,205	82,065	393,880	1,451,280
Water Utility Fund	55,685	205,685	572,535	55,685	452,490	1,342,080

Department	Project#	Priority	2017	2018	2019	2020	2021	Total
3 - Traffic & Transport Total			8,481,000	6,791,320	10,887,860	9,595,090	9,922,720	45,677,930

4 - Utilities

Valve Replacement Program	504	2	19,000	20,000	20,000	20,000	20,000	99,000
Water - Well No. 3 Replacement	507	1	660,000					660,000
Well No. 5 - Upgrade	508	3	26,000					26,000
Reconstruct Tower No. 1	510	2					40,000	40,000
Well No. 4 - Upgrade	512	2		27,000				27,000
Water - Repair Broken Valve Plant No. 2	517	2	40,000					40,000
37th Avenue Loop Connection	518	3	35,000					35,000
Well No. 2 - Upgrade	525	2	26,000					26,000
Replacement of City Wide Water Meters	531	5			1,200,000			1,200,000
New Gravity Treatment Plant	532	2	80,000	1,000,000	3,500,000			4,580,000
Plant #1 - Energy Efficiency Improvements	533	2	4,000					4,000
Bottineau Light Rail - Utility Replacements	536	4	100,000	600,000	400,000			1,100,000
Water Plant Equipment	599	2	20,000	20,000	20,000	20,000	20,000	100,000
Lift No. 3 (Toledo) - Rehab	603	2	150,000					150,000
Sanitary Sewer Manhole Rehabilitation	607	2	15,000	15,000	15,000	15,000	15,000	75,000
Portable Flow Meters	612	1	10,000					10,000
Installation of Grit Chambers / GPT's	700	2	18,000	20,000	20,000	20,000	20,000	98,000
Catch Basin Replacement Program	702	2	17,500	17,500	20,000	20,000	20,000	95,000
Lift No. 11 (Crystal Lake) - Improvements	709	4	80,000					80,000
France Avenue - GPT on Mainline Storm Sewer	718	3		200,000				200,000
Crystal Lake - Invasive Weed Treatment	719	1	10,000	10,000	10,000	10,000	10,000	50,000
Sediment Delta Removal	720	1	16,000		18,000		20,000	54,000
38th Ave / Abbott Ave - Improvements	721	2	15,000	50,000				65,000
Implementation of TMDL Projects	722	2	20,000	20,000	20,000	20,000	20,000	100,000
Twin / Ryan Lake - Invasive Weed Treatment	723	1	8,000					8,000
Twin Lake Channel - Rip Rap Restoration	725	1	70,000					70,000
Pond Dredging	796	2		22,500		22,500		45,000
Storm Sewer Small Works	797	2	12,000	12,000	12,000	14,000	15,000	65,000
4 - Utilities Total			1,451,500	2,034,000	5,255,000	161,500	200,000	9,102,000

GO Utility Rev Bonds - Sanitary	150,000							150,000
GO Utility Rev Bonds - Storm	80,000	50,000						130,000
GO Utility Rev Bonds - Water		1,000,000	3,500,000					4,500,000
Sanitary Sewer Utility Fund	65,000	215,000	215,000	15,000	15,000			525,000
Storm Sewer Utility Fund	196,500	402,000	100,000	106,500	105,000			910,000
Water Utility Fund	960,000	367,000	1,440,000	40,000	80,000			2,887,000
4 - Utilities Total			1,451,500	2,034,000	5,255,000	161,500	200,000	9,102,000

5 - Capital Equipment

Server Replacements - IT	7102	2	25,000	25,000	26,000	26,000	27,000	129,000
Network Equipment	7103	2	23,000	24,000	24,000	25,000	25,000	121,000
Squad Car Purchases	8000	2	70,000	71,000	71,000	72,000	72,000	356,000

Department	Project#	Priority	2017	2018	2019	2020	2021	Total
Sewer Vac Truck	8001	3					350,000	350,000
Street Sweeper	8004	3			200,000			200,000
Engineering Van	8025	3			35,000			35,000
Patch Trailer	8028	n/a				20,000		20,000
Tractor / Mower for Parks	8029	3			60,000			60,000
Parks Mower	8030	3		89,000				89,000
Road Grader	8051	4	250,000					250,000
Ball Field Drag	8073	4	23,000					23,000
Utility Truck	8074	4	37,000					37,000
Small Dump Truck	8075	4	80,000					80,000
Pick Up Trucks	8082	4	35,000	35,000				70,000
Dump Trucks	8083	3	180,000	180,000				360,000
Sidewalk Machine	8085	2	200,000					200,000
Pick Up Trucks (3)	8101	3			105,000			105,000
Dump Truck (1 Ton)	8102	2			70,000			70,000
Loader	8103	3				200,000		200,000
Asphalt Roller	8104	3				35,000		35,000
Toolcat	8107	2	4,800	4,800	4,800	4,800		19,200
Vehicle Transceiver and Laptop Meter Reading	8108	2	17,500					17,500
Pick Up (1/2 Ton 4 Door)	8110	3				30,000		30,000
Pick Up Trucks with Plows (1 Ton)	8111	3				74,000		74,000
Tractor / Mower	8112	3			50,000			50,000
Skid Steer Loader	8113	2	49,500	3,600	3,600	3,600	3,600	63,900
Wheel Balancer	8114	2	5,000					5,000
Chop Saw	8115	2	3,000					3,000
Water Truck	8116	4					175,000	175,000
Dump Truck	8117	3				195,000		195,000
Engineering Inspection Vehicle	8118	3			35,000			35,000
Dump Truck	8119	4					195,000	195,000
Sidewalk Machine	8120	4					200,000	200,000
Locator	8121	2	2,000					2,000
Historic Library Water Heater	8122	1	2,000					2,000
Trailer Mounted Pressure Washer	8123	1	14,000					14,000
Public Safety Building Boilers	8124	2		87,000				87,000
Body Cameras\ Squad Cameras	8125	n/a	70,000					70,000
Fire Radios	8126	n/a	112,000					112,000
Fire Truck\ Apparatus	8127	n/a			750,000			750,000
SCBA Air Pack Replacement	8128	n/a					281,500	281,500
Vehicle for water resources\ engineering	8129	n/a	25,000					25,000
Police radios	8130	n/a		130,000				130,000

5 - Capital Equipment Total

1,227,800	649,400	1,434,400	685,400	1,329,100	5,326,100
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Central Garage Fund - Equipment Replacement	948,500	378,600	629,600	629,600	645,600	3,231,900
Central Services Fund	48,000	136,000	50,000	51,000	52,000	337,000
CIF Government Buildings	2,000					2,000
Equipment Replacement Fund	179,300	134,800	254,800	4,800	281,500	855,200
GO Capital Equipment Notes			500,000			500,000
Grants	20,000					20,000

Department	Project#	Priority	2017	2018	2019	2020	2021	Total
<i>Sanitary Sewer Utility Fund</i>							350,000	350,000
<i>Storm Sewer Utility Fund</i>			12,500					12,500
<i>Water Utility Fund</i>			17,500					17,500
5 - Capital Equipment Total			1,227,800	649,400	1,434,400	685,400	1,329,100	5,326,100
Grand Total			12,546,800	12,144,220	18,289,200	10,620,750	11,541,320	65,142,290

City of Robbinsdale, MN
5 Year Capital Improvement Plan 2016 - 2020
2017 thru 2021

PROJECTS BY FUNDING SOURCE

Source	Project#	Priority	2017	2018	2019	2020	2021	Total
Central Garage Fund - Building								
PW Garage - Roof Replacement	112	4	25,000	250,000				275,000
PW Garage - Yard Enhancements	119	2	12,000					12,000
PW Garage - Building and Yard Security	122	2	38,000					38,000
Public Works - Wall & Parking along Sth Boundary	145	3				21,260		21,260
PW Garage - Stormwater Treatment Area	149	2	20,000					20,000
PW Garage - Energy Efficiency Improvements	162	2	16,000					16,000
PW Garage - Repairs	181	1	40,000	40,000	40,000	40,000	40,000	200,000
PW Garage - Salt Shed Painting	189	2	12,000					12,000
PW Garage - Repainting	190	1	8,000					8,000
PW Garage - Reroof Salt Shed	191	2		40,000				40,000
Central Garage Fund - Building Total			171,000	330,000	40,000	61,260	40,000	642,260
Central Garage Fund - Equipment Re								
PW Garage - Above Ground Fuel Storage	153	3					10,000	10,000
Squad Car Purchases	8000	2	70,000	71,000	71,000	72,000	72,000	356,000
Street Sweeper	8004	3			200,000			200,000
Engineering Van	8025	3			35,000			35,000
Patch Trailer	8028	n/a				20,000		20,000
Tractor / Mower for Parks	8029	3			60,000			60,000
Parks Mower	8030	3		89,000				89,000
Road Grader	8051	4	250,000					250,000
Ball Field Drag	8073	4	23,000					23,000
Utility Truck	8074	4	37,000					37,000
Small Dump Truck	8075	4	80,000					80,000
Pick Up Trucks	8082	4	35,000	35,000				70,000
Dump Trucks	8083	3	180,000	180,000				360,000
Sidewalk Machine	8095	2	200,000					200,000
Pick Up Trucks (3)	8101	3			105,000			105,000
Dump Truck (1 Ton)	8102	2			70,000			70,000
Loader	8103	3				200,000		200,000
Asphalt Roller	8104	3				35,000		35,000
Pick Up (1/2 Ton 4 Door)	8110	3				30,000		30,000
Pick Up Trucks with Plows (1 Ton)	8111	3				74,000		74,000
Tractor / Mower	8112	3			50,000			50,000
Skid Steer Loader	8113	2	49,500	3,600	3,600	3,600	3,600	63,900
Wheel Balancer	8114	2	5,000					5,000
Chop Saw	8115	2	3,000					3,000
Water Truck	8116	4					175,000	175,000
Dump Truck	8117	3				195,000		195,000
Engineering Inspection Vehicle	8118	3			35,000			35,000
Dump Truck	8119	4					195,000	195,000
Sidewalk Machine	8120	4					200,000	200,000
Locator	8121	2	2,000					2,000

Source	Project#	Priority	2017	2018	2019	2020	2021	Total
Trailer Mounted Pressure Washer	8123	1	14,000					14,000
Central Garage Fund - Equipment Replacement Total			948,500	378,600	629,600	629,600	655,600	3,241,900
Central Services Fund								
City Hall - Replace Broken Subsidized Concrete Walk	101	2	20,000	5,000				25,000
City Hall - Roof Replacement	140	2	250,000					250,000
Police & Fire - Energy Efficiency Improvements	160	2	30,000					30,000
City Hall - Energy Efficiency Improvements	163	2	15,000					15,000
City Hall - Replace Rooftop Glass	164	2	70,000					70,000
City Hall - Screening of Rooftop AC Units	165	2	4,000					4,000
Police & Fire - Solar Hot Water	169	2				65,400		65,400
Police & Fire - Lighting Upgrade	171	2	30,000					30,000
City Buildings - New Master Key System	177	1	7,000					7,000
City Hall - Railings and Access Improvements	178	2	14,000					14,000
City Hall - LED Light Retrofit	183	2	30,000	30,000				60,000
City Hall - Security Improvements	186	2	12,000					12,000
City Hall - Council Chambers Sliding Doors	187	2		30,000				30,000
City Hall - New Inspections Window	192	1	30,000					30,000
Buildings Small Works	197	2	9,000	9,500	9,500	10,000	10,000	48,000
Server Replacements - IT	7102	2	25,000	25,000	26,000	26,000	27,000	129,000
Network Equipment	7103	2	23,000	24,000	24,000	25,000	25,000	121,000
Public Safety Building Boilers	8124	2		87,000				87,000
Central Services Fund Total			569,000	210,500	59,500	126,400	62,000	1,027,400
CIF Government Buildings								
Library - Rehabilitation	154	1	35,000					35,000
Library - Parking Lot Construction	158	2		22,500				22,500
Library - Energy Efficiency Improvements	161	2	4,000					4,000
Historic Library Water Heater	8122	1	2,000					2,000
CIF Government Buildings Total			41,000	22,500				63,500
CIF Park Improvements								
City Buildings - New Master Key System	177	1	9,000					9,000
Lee Park Improvements	207	1	40,000	75,000	75,000			190,000
Graeser Park Improvements	211	4		10,000			180,000	190,000
Triangle Park - Reconstruction	231	2		635,000				635,000
Parkview Park Playground Equipment	232	2	70,000					70,000
Sunset Park Playground Equipment	235	4			70,000			70,000
Sanborn Park Playground Equipment	236	3		100,000				100,000
Lakeview Terrace Park Playground Equipment	239	4					120,000	120,000
Lakeview Terrace Park Concession Stand Improvement	240	4	25,000					25,000
Manor Park Playground Equipment	241	4			100,000			100,000
Sanborn and Manor Park Backstops and Fencing	242	4		25,000				25,000
Lakeview Terrace Park - Reconstruction	249	2	168,500	219,000				387,500
Hollingsworth Park - Prairie Maintenance	254	2		2,000		2,000		4,000
Hollingsworth Park - Repairs to Fishing Dock	264	1	14,000					14,000
Lee Park - 2nd Exit to Park Building	265	1	5,000					5,000
Norma Kelly Park - Playground Replacement	272	2	95,000					95,000
Sanborn Park - Resurface Tennis Courts	276	2		14,000				14,000
Manor Park - Splash Pad Joint Sealing	277	1	2,000					2,000

Source	Project#	Priority	2017	2018	2019	2020	2021	Total
Triangle Park - Wading Pool Drains	278	1	4,000					4,000
Triangle Park - Wading Pool Painting	279	1	8,500					8,500
Park Furniture Replacement Program	296	2	7,500	7,500	7,500	7,500	7,500	37,500
Parks Small Works	297	2	9,000	9,000	10,000	10,000	10,000	48,000
CIF Park Improvements Total			457,500	1,096,500	262,500	19,500	317,500	2,153,500

Donations

36th Avenue - Video Detectors for Signals at Noble	354	3	20,000					20,000
36th Ave/Regent Ave - Traffic Control Improvements	385	2				50,000		50,000
Donations Total			20,000			50,000		70,000

Equipment Replacement Fund

Toolcat	8107	2	4,800	4,800	4,800	4,800		19,200
Body Cameras\ Squad Cameras	8125	n/a	50,000					50,000
Fire Radios	8126	n/a	112,000					112,000
Fire Truck/Apparatus	8127	n/a			250,000			250,000
SCBA Air Pack Replacement	8128	n/a					281,500	281,500
Vehicle for water resources/engineering	8129	n/a	12,500					12,500
Police radios	8130	n/a		130,000				130,000
Equipment Replacement Fund Total			179,300	134,800	254,800	4,800	281,500	855,200

GO Capital Equipment Notes

Fire Truck/Apparatus	8127	n/a			500,000			500,000
GO Capital Equipment Notes Total					500,000			500,000

GO Special Assessment Bonds

France Avenue - Reconstruction 27th to Lowry Ave	311	3					231,800	231,800
France - Reconstruct 31st to 33rd	344	3				568,060		568,060
Drew / McNair - 27th to Lowry Reconstruction	378	3				288,195		288,195
Shoreline/Chowen - CR81 to 43rd - Reconstruction	379	3			470,000			470,000
Lee/Major/37th/39th - Reconstruction	381	4				800,040		800,040
France/Grimes/Hubbard/37th/38th - Reconstruction	382	3		600,256				600,256
GO Special Assessment Bonds Total				600,256	470,000	1,656,295	231,800	2,958,351

GO Street Reconstruction Bonds

France Avenue - Reconstruction 27th to Lowry Ave	311	3					380,890	380,890
Halifax / Grimes / 46th Reconstruction	369	3			105,000	400,000		505,000
Xenia / Welcome / 41st Reconstruction	370	3					125,000	125,000
Yates / Zane / 41st Reconstruction	371	4					225,000	225,000
Grimes / Halifax / Islemount / 42nd / 43rd	372	4					650,000	650,000
38th Avenue - Reconstruction Railroad to Hubbard	376	3		147,040				147,040
Drew / McNair - 27th to Lowry Reconstruction	378	3				808,970		808,970
Shoreline/Chowen - CR81 to 43rd - Reconstruction	379	3			2,400,000			2,400,000
Lee/Major/37th/39th - Reconstruction	381	4				1,537,215		1,537,215
France/Grimes/Hubbard/37th/38th - Reconstruction	382	3		1,237,174				1,237,174
GO Street Reconstruction Bonds Total				1,384,214	2,505,000	2,746,185	1,380,890	8,016,289

Source	Project#	Priority	2017	2018	2019	2020	2021	Total
GO Utility Rev Bonds - Sanitary								
France Avenue - Reconstruction 27th to Lowry Ave	311	3					130,780	130,780
Noble Avenue - Reconstruct 36th to 41st Ave	318	3	800,000					800,000
France - Reconstruct 31st to 33rd	344	3				217,250		217,250
Halifax / Grimes / 46th Reconstruction	369	3				268,070		268,070
Grimes / Halifax / Islemount / 42nd / 43rd	372	4					713,640	713,640
38th Avenue - Reconstruction Railroad to Hubbard	376	3		52,800				52,800
Drew / McNair - 27th to Lowry Reconstruction	378	3				191,150		191,150
Shoreline/Chowen - CR81 to 43rd - Reconstruction	379	3			734,000			734,000
Lee/Major/37th/39th - Reconstruction	381	4				362,645		362,645
France/Grimes/Hubbard/37th/38th - Reconstruction	382	3		312,730				312,730
Lift No. 3 (Toledo) - Rehab	603	2	150,000					150,000
GO Utility Rev Bonds - Sanitary Total			950,000	365,530	734,000	1,039,115	844,420	3,933,065

GO Utility Rev Bonds - Storm								
France Avenue - Reconstruction 27th to Lowry Ave	311	3					51,220	51,220
Noble Avenue - Reconstruct 36th to 41st Ave	318	3	2,000,000					2,000,000
France - Reconstruct 31st to 33rd	344	3				136,290		136,290
Halifax / Grimes / 46th Reconstruction	369	3				290,160		290,160
Grimes / Halifax / Islemount / 42nd / 43rd	372	4					412,400	412,400
38th Avenue - Reconstruction Railroad to Hubbard	376	3		57,020				57,020
Drew / McNair - 27th to Lowry Reconstruction	378	3				296,500		296,500
Shoreline/Chowen - CR81 to 43rd - Reconstruction	379	3			570,000			570,000
Lee/Major/37th/39th - Reconstruction	381	4				185,900		185,900
France/Grimes/Hubbard/37th/38th - Reconstruction	382	3		306,875				306,875
Lift No. 11 (Crystal Lake) - Improvements	709	4	80,000					80,000
38th Ave / Abbott Ave - Improvements	721	2		50,000				50,000
GO Utility Rev Bonds - Storm Total			2,080,000	413,895	570,000	908,850	463,620	4,436,365

GO Utility Rev Bonds - Water								
France Avenue - Reconstruction 27th to Lowry Ave	311	3					118,050	118,050
Noble Avenue - Reconstruct 36th to 41st Ave	318	3	700,000					700,000
France - Reconstruct 31st to 33rd	344	3				145,380		145,380
Halifax / Grimes / 46th Reconstruction	369	3				304,050		304,050
Grimes / Halifax / Islemount / 42nd / 43rd	372	4					567,430	567,430
38th Avenue - Reconstruction Railroad to Hubbard	376	3		119,640				119,640
Drew / McNair - 27th to Lowry Reconstruction	378	3				221,185		221,185
Shoreline/Chowen - CR81 to 43rd - Reconstruction	379	3			380,000			380,000
Lee/Major/37th/39th - Reconstruction	381	4				419,200		419,200
France/Grimes/Hubbard/37th/38th - Reconstruction	382	3		503,965				503,965
New Gravity Treatment Plant	532	2		1,000,000	3,500,000			4,500,000
GO Utility Rev Bonds - Water Total			700,000	1,623,605	3,880,000	1,089,815	685,480	7,978,900

Grants								
Police & Fire - Solar Hot Water	169	2				34,600		34,600
Library - Downstairs Accessibility	184	3	22,000	220,000				242,000
Lee Park Improvements	207	1		300,000	300,000			600,000
Triangle Park - Reconstruction	231	2		250,000				250,000
Sanborn and Manor Park Backstops and Fencing	242	4		50,000				50,000
Hollingsworth Park - Repairs to Fishing Dock	264	1	14,000					14,000

Source	Project#	Priority	2017	2018	2019	2020	2021	Total
Norma Kelly Park - Playground Replacement	272	2	45,000					45,000
Body Cameras\ Squad Cameras	8125	n/a	20,000					20,000
Grants Total			101,000	820,000	300,000	34,600		1,255,600
PIR Alley Reconstruction								
Alley Reconstruction Program	301	1	20,000	20,000	25,000	25,000	25,000	115,000
PIR Alley Reconstruction Total			20,000	20,000	25,000	25,000	25,000	115,000
PIR Other Infrastructure								
City Hall - Entry Monument Sign Replacement	188	1	50,000					50,000
Tree Removal - West Broadway 40th - 42nd	333	1	40,000	40,000	40,000	40,000	40,000	200,000
Boulevard Native Plantings	391	2	10,000	10,000	12,000	24,000	12,000	68,000
CR81 Light Knockdown Inventory	394	2	5,000	5,000	5,000	5,000	5,000	25,000
Alternate Street Light Trial & Implementation	396	2	45,000	45,000	50,000	50,000	50,000	240,000
Small Works Program	397	2	25,000	25,000	30,000	30,000	30,000	140,000
Bridge Maintenance Program	402	2	10,000		10,000		10,000	30,000
Signal Flashing Left Turn Arrows	435	2	32,000	18,000				50,000
PIR Other Infrastructure Total			217,000	143,000	147,000	149,000	147,000	803,000
PIR Pedestrian / Bicycle Facilities								
Lee Park - Trail Connections	275	2	20,000	36,000				56,000
Downtown Improvements	393	2	10,000	10,000	10,000	10,000	10,000	50,000
Sidewalk Replacement Program	399	2	15,000	15,000	15,000	15,000	15,000	75,000
West Broadway - Repaint Poles and Move Signs	403	2	20,000					20,000
41 1/2 Avenue - Pedestrian Promenade	433	3		20,000	200,000			220,000
41 1/2 Avenue - Streetscape Plaza	434	1	4,000					4,000
PIR Pedestrian / Bicycle Facilities Total			69,000	81,000	225,000	25,000	25,000	425,000
PIR Street Overlay and Resurface								
Road Resheeting Program	398	2	800,000	1,000,000	600,000	600,000	500,000	3,500,000
PIR Street Overlay and Resurface Total			800,000	1,000,000	600,000	600,000	500,000	3,500,000
PIR Street Reconstruction								
France Avenue - Reconstruction 27th to Lowry Ave	311	3		160,560	170,300			330,860
Lowry Ave - Reconstruct York to Abbott Ave	317	3			58,830		485,700	544,530
Noble Avenue - Reconstruct 36th to 41st Ave	318	3	1,700,700					1,700,700
France - Reconstruct 31st to 33rd	344	3		108,460				108,460
Halifax / Grimes / 46th Reconstruction	369	3			5,950	20,920		26,870
Xenia / Welcome / 41st Reconstruction	370	3					17,420	17,420
Yates / Zane / 41st Reconstruction	371	4					30,360	30,360
Grimes / Halifax / Islemount / 42nd / 43rd	372	4			272,320		49,010	321,330
38th Avenue - Reconstruction Railroad to Hubbard	376	3	58,000					58,000
Drew / McNair - 27th to Lowry Reconstruction	378	3		22,000		63,000		85,000
Shoreline/Chowen - CR81 to 43rd - Reconstruction	379	3	100,000					100,000
Lee/Major/37th/39th - Reconstruction	381	4		38,000				38,000
France/Grimes/Hubbard/37th/38th - Reconstruction	382	3	34,000					34,000
Chowen Avenue - 43rd to Lake Drive	383	4	18,000		640,843			658,843
Xerxes / York - 26th to Parkview - Reconstruction	384	4				30,000	1,543,270	1,573,270

Source	Project#	Priority	2017	2018	2019	2020	2021	Total
36th Ave/Regent Ave - Traffic Control Improvements	385	2			25,000			25,000
Toledo/Scott - 37th to 39th - Reconstruction	389	2	50,000	405,000				455,000
County Road 9 - Reconstruct Regent to W B'dway	406	3		250,300	1,337,270			1,587,570
Oakdale Avenue - Reconstruct W Broadway to Abbott	430	2	200,000					200,000
June Avenue - Reconstruction 35th to cul-de-sac	431	3		50,000	340,000			390,000
Hubbard Avenue - Reconstruct 41 1/2 to CR 9	432	2		50,000			270,000	320,000
PIR Street Reconstruction Total			2,160,700	1,084,320	2,850,513	113,920	2,395,760	8,605,213

Sanitary Sewer Utility Fund

Lowry Ave - Reconstruct York to Abbott Ave	317	3					58,750	58,750
County Road 9 - Reconstruction CR81 to Parkway	352	3	152,250	152,250	152,250	152,250		609,000
Halifax / Grimes / 46th Reconstruction	369	3			37,500			37,500
Xenia / Welcome / 41st Reconstruction	370	3					48,120	48,120
Chowen Avenue - 43rd to Lake Drive	383	4			133,625			133,625
Xerxes / York - 26th to Parkview - Reconstruction	384	4					278,938	278,938
Toledo/Scott - 37th to 39th - Reconstruction	389	2		250,000				250,000
County Road 9 - Reconstruct Regent to W B'dway	406	3			256,900			256,900
June Avenue - Reconstruction 35th to cul-de-sac	431	3			150,000			150,000
Hubbard Avenue - Reconstruct 41 1/2 to CR 9	432	2			40,000			40,000
Bottineau Light Rail - Utility Replacements	536	4	40,000	200,000	200,000			440,000
Sanitary Sewer Manhole Rehabilitation	607	2	15,000	15,000	15,000	15,000	15,000	75,000
Portable Flow Meters	612	1	10,000					10,000
Sewer Vac Truck	8001	3					350,000	350,000
Sanitary Sewer Utility Fund Total			217,250	617,250	985,275	167,250	751,808	2,738,833

Special Assessments

Lowry Ave - Reconstruct York to Abbott Ave	317	3					122,220	122,220
Noble Avenue - Reconstruct 36th to 41st Ave	318	3	650,000					650,000
Halifax / Grimes / 46th Reconstruction	369	3				430,350		430,350
Grimes / Halifax / Islemount / 42nd / 43rd	372	4					740,200	740,200
38th Avenue - Reconstruction Railroad to Hubbard	376	3		66,500				66,500
Chowen Avenue - 43rd to Lake Drive	383	4			242,272			242,272
Xerxes / York - 26th to Parkview - Reconstruction	384	4					328,152	328,152
Toledo/Scott - 37th to 39th - Reconstruction	389	2		120,000				120,000
Oakdale Avenue - Reconstruct W Broadway to Abbott	430	2	200,000					200,000
June Avenue - Reconstruction 35th to cul-de-sac	431	3			60,000			60,000
Special Assessments Total			850,000	186,500	302,272	430,350	1,190,572	2,959,694

State Aids

France Avenue - Reconstruction 27th to Lowry Ave	311	3					800,000	800,000
Noble Avenue - Reconstruct 36th to 41st Ave	318	3	604,300					604,300
France - Reconstruct 31st to 33rd	344	3		210,000		421,560		631,560
36th Avenue - Video Detectors for Signals at Noble	354	3	20,000					20,000
36th Ave/Regent Ave - Traffic Control Improvements	385	2				50,000		50,000
State Aids Total			624,300	210,000		471,560	800,000	2,105,860

Storm Sewer Utility Fund

Lee Park Improvements	207	1		90,000				90,000
Sunset Park - Stormsewer Replacement	274	2	45,000					45,000

Source	Project#	Priority	2017	2018	2019	2020	2021	Total
Lowry Ave - Reconstruct York to Abbott Ave	317	3					128,000	128,000
County Road 9 - Reconstruction CR81 to Parkway	352	3	82,065	82,065	82,065	82,065		328,260
Halifax / Grimes / 46th Reconstruction	369	3			37,500			37,500
Xenia / Welcome / 41st Reconstruction	370	3					9,860	9,860
Chowen Avenue - 43rd to Lake Drive	383	4			441,600			441,600
Xerxes / York - 26th to Parkview - Reconstruction	384	4					226,020	226,020
Toledo/Scott - 37th to 39th - Reconstruction	389	2		75,000				75,000
County Road 9 - Reconstruct Regent to W B'dway	406	3			125,040			125,040
June Avenue - Reconstruction 35th to cul-de-sac	431	3			50,000			50,000
Hubbard Avenue - Reconstruct 41 1/2 to CR 9	432	2					30,000	30,000
Bottineau Light Rail - Utility Replacements	536	4	10,000	100,000				110,000
Installation of Grit Chambers / GPT's	700	2	18,000	20,000	20,000	20,000	20,000	98,000
Catch Basin Replacement Program	702	2	17,500	17,500	20,000	20,000	20,000	95,000
France Avenue - GPT on Mainline Storm Sewer	718	3		200,000				200,000
Crystal Lake - Invasive Weed Treatment	719	1	10,000	10,000	10,000	10,000	10,000	50,000
Sediment Delta Removal	720	1	16,000		18,000		20,000	54,000
38th Ave / Abbott Ave - Improvements	721	2	15,000					15,000
Implementation of TMDL Projects	722	2	20,000	20,000	20,000	20,000	20,000	100,000
Twin / Ryan Lake - Invasive Weed Treatment	723	1	8,000					8,000
Twin Lake Channel - Rip Rap Restoration	725	1	70,000					70,000
Pond Dredging	796	2		22,500		22,500		45,000
Storm Sewer Small Works	797	2	12,000	12,000	12,000	14,000	15,000	65,000
Vehicle for water resources/engineering	8129	n/a	12,500					12,500
Storm Sewer Utility Fund Total			336,065	649,065	836,205	188,565	498,880	2,508,780

Water Utility Fund

City Buildings - New Master Key System	177	1	2,000					2,000
Lowry Ave - Reconstruct York to Abbott Ave	317	3					71,500	71,500
County Road 9 - Reconstruction CR81 to Parkway	352	3	55,685	55,685	55,685	55,685		222,740
Halifax / Grimes / 46th Reconstruction	369	3			37,500			37,500
Xenia / Welcome / 41st Reconstruction	370	3					54,370	54,370
Chowen Avenue - 43rd to Lake Drive	383	4			119,660			119,660
Xerxes / York - 26th to Parkview - Reconstruction	384	4					326,620	326,620
Toledo/Scott - 37th to 39th - Reconstruction	389	2		150,000				150,000
County Road 9 - Reconstruct Regent to W B'dway	406	3			199,690			199,690
June Avenue - Reconstruction 35th to cul-de-sac	431	3			100,000			100,000
Hubbard Avenue - Reconstruct 41 1/2 to CR 9	432	2			60,000			60,000
Valve Replacement Program	504	2	19,000	20,000	20,000	20,000	20,000	99,000
Water - Well No. 3 Replacement	507	1	660,000					660,000
Well No. 5 - Upgrade	508	3	26,000					26,000
Reconstruct Tower No. 1	510	2					40,000	40,000
Well No. 4 - Upgrade	512	2		27,000				27,000
Water - Repair Broken Valve Plant No. 2	517	2	40,000					40,000
37th Avenue Loop Connection	518	3	35,000					35,000
Well No. 2 - Upgrade	525	2	26,000					26,000
Replacement of City Wide Water Meters	531	5			1,200,000			1,200,000
New Gravity Treatment Plant	532	2	80,000					80,000
Plant #1 - Energy Efficiency Improvements	533	2	4,000					4,000
Bottineau Light Rail - Utility Replacements	536	4	50,000	300,000	200,000			550,000
Water Plant Equipment	599	2	20,000	20,000	20,000	20,000	20,000	100,000
Vehicle Transceiver and Laptop Meter Reading	8108	2	17,500					17,500
Water Utility Fund Total			1,035,185	572,685	2,012,535	95,685	532,490	4,248,580

Source	Project#	Priority	2017	2018	2019	2020	2021	Total
GRAND TOTAL			12,546,800	11,944,220	18,189,200	10,632,750	11,829,320	65,142,290

CITY OF ROBBINSDALE, MINNESOTA
2017-2021 Capital Improvement Plan
Projected Financial Position

Projected Financial Position	<u>Page No.</u>
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City of Robbinsdale, Minnesota
Capital Improvements Plan 2017-2018

Capital Improvement Fund - Park Improvement Section
Projected Financial Position 2017-2018

Category	2017 Proposed	2018 Projected	2019 Projected	2020 Projected	2021 Projected
<u>Revenue & Other Financing Sources</u>					
Intergovernmental:					
State Grants & Aids	\$ 14,000	600,000	\$ 300,000	\$	
Other local grants					
Total Intergovernmental	14,000	600,000	300,000		
Donations & Gifts					
Investment Income	4,000	\$ 13,819	(21,588)		
Other Income	39,000				
Operating transfers from:					
PIR Fund		36,000			
Liquor Operations Fund	150,000	150,000	150,000	150,000	\$ 150,000
License Center	50,000	50,000	50,000	50,000	50,000
Storm Sewer Fund - Lee Park		90,000			
Total Operating Transfers	200,000	326,000	200,000	200,000	200,000
Total	257,000	939,819	478,412	200,000	200,000
<u>Expenditures & Other Uses</u>					
Other Services & Charges	12,000	2,500	2,500	2,500	2,500
Capital Equipment and Improvements	457,500	1,822,500	562,500	19,500	317,500
Operating Transfers to:					
General Fund					
Total	469,500	1,825,000	565,000	22,000	320,000
<u>Designated Fund Balance</u>					
Change in Fund Balance	(212,500)	(885,181)	(86,588)	178,000	(120,000)
Fund Balance, January 1	557,978	345,478	(539,703)	(626,291)	(448,291)
Fund Balance, December 31	\$ 345,478	\$ (539,703)	\$ (626,291)	\$ (448,291)	\$ (568,291)

City of Robbinsdale, Minnesota
Capital Improvement Plan 2017-2018

Capital Improvement Fund - Traffic & Transportation Section
Projected Financial Position 2017-2018

Category	2017 Proposed	2018 Projected	2019 Projected	2020 Projected	2021 Projected
<u>Revenue & Other Financing Sources</u>					
Special Assessments	\$ 431,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
Intergovernmental:					
State Grants & Aids	819,405	210,000		471,560	800,000
Other local grants					
Total Intergovernmental	819,405	210,000		471,560	800,000
Charges for Services	66,062	11,800	9,400	7,900	6,500
Franchise Fees	299,000	307,970	317,209	326,725	336,527
Investment Income	122,000	123,762	103,189	85,828	68,460
Proceeds from the issuance of Bonds	2,750,700	3,068,790	5,825,513	4,516,400	4,008,450
Transfers From:					
REDA TIF Development					
Solid Waste Fund	150,000	150,000	150,000	150,000	150,000
Total Transfers From	150,000	150,000	150,000	150,000	150,000
Total	4,638,167	4,372,322	6,905,311	6,058,413	5,869,937
<u>Expenditures & Other Uses</u>					
Other Services & Charges	142,500	146,775	151,178	155,714	160,385
Capital Equipment and Improvements	4,761,000	4,709,290	7,124,785	6,267,310	6,696,022
Transfers to other funds	196,130	202,014	208,074	214,317	220,746
Total	5,099,630	5,058,079	7,484,038	6,637,340	7,077,153
<u>Designated Fund Balance</u>					
Change in Fund Balance	(461,463)	(685,757)	(578,726)	(578,927)	(1,207,216)
Fund Balance, January 1	4,586,865	4,125,402	3,439,645	2,860,919	2,281,992
Fund Balance, December 31	\$ 4,125,402	\$ 3,439,645	\$ 2,860,919	\$ 2,281,992	\$ 1,074,776
<u>State Aid Account</u>					
Beginning Balance	\$ 873,000	\$ 800,295	\$ 1,153,396	\$ 1,733,390	\$ 1,859,224
Additions	546,700	563,101	579,994	597,394	615,316
Withdrawals	619,405	210,000		471,560	800,000
Ending Balance	\$ 800,295	\$ 1,153,396	\$ 1,733,390	\$ 1,859,224	\$ 1,674,540

Note: The State Aid account represents the City's state aid allocation for the improvements of state aid designated roads.

City of Robbinsdale, Minnesota
Capital Improvements Plan 2017-2018

Capital Improvement Fund - Cable Grant Program
Projected Financial Position 2017-2021

Category	2017 Proposed	2018 Projected	2019 Projected	2020 Projected	2021 Projected
<u>Revenue & Other Financing Sources</u>					
Cable Grant	\$ 30,586	\$ 28,650	\$ 28,650	\$ 28,650	\$ 28,650
Investment Income	2,604	3,629	3,945	4,264	4,586
Total	33,190	32,279	32,595	32,914	33,236
<u>Expenditures & Other Uses</u>					
Other Charges & Services	700	700	700	700	700
Capital Equipment and Improvements					
Total					
<u>Designated Fund Balance</u>					
Change in Fund Balance	32,490	31,579	31,895	32,214	32,536
Fund Balance, January 1	330,391	362,881	394,459	426,354	458,568
Fund Balance, December 31	\$ 362,881	\$ 394,459	\$ 426,354	\$ 458,568	\$ 491,103

City of Robbinsdale, Minnesota
Capital Improvement Plan 2017-2021

Central Garage Internal Service Fund
Projected Financial Position 2017-2021

	Year				
	2017	2018	2019	2020	2021
<u>Operating Statement</u>					
Operating Revenues					
Garage Space Rental	\$ 164,188	\$ 172,397	\$ 181,017	\$ 190,068	\$ 199,572
Equipment Repair Charges	482,663	506,796	532,136	558,743	586,680
Mobile Equipment					
Replacements Charges	421,134	463,247	509,572	560,529	616,582
Total Operating Revenues	1,067,985	1,142,441	1,222,725	1,309,340	1,402,834
Operating Expenses					
Other	619,201	637,777	656,910	676,618	696,916
Depreciation	343,500	377,850	415,635	457,199	502,918
Total Operating Expenses	962,701	1,015,627	1,072,545	1,133,816	1,199,835
Operating Income (Loss)	105,284	126,814	150,180	175,524	202,999
Non-Operating Revenues:					
Gain on Sale of Equipment	17,500	18,375	19,294	20,258	21,271
Professional Fees					
Investment Income	25,000	29,880	36,587	33,473	32,515
Total Non-Operating Revenues:	42,500	48,255	55,880	53,731	53,786
Net Income (Loss) before Transfers	147,784	175,069	206,060	229,256	256,786
Transfers:					
from other funds					
Net Income (Loss)	147,784	175,069	206,060	229,256	256,786
Net Assets:					
Beginning of Year	3,177,296	3,325,080	3,500,149	3,706,209	3,935,465
End of Year	\$ 3,325,080	\$ 3,500,149	\$ 3,706,209	\$ 3,935,465	\$ 4,192,251
<u>Capital Equipment / Improvements</u>					
Building Improvements	\$ 171,000	\$ 330,000	40,000	61,260	40,000
Vehicle Maintenance					
Vehicle Replacement	948,500	378,600	\$ 629,600	\$ 629,600	\$ 655,600
Total	\$ 1,119,500	\$ 708,600	\$ 669,600	\$ 690,860	\$ 695,600
<u>Fund Cash Position</u>					
Beginning Cash	\$ 1,494,007	\$ 1,829,333	\$ 1,673,652	\$ 1,625,747	\$ 1,621,342
Cash Receipts	1,110,485	1,190,696	1,278,606	1,363,072	1,456,620
Cash Disbursements					
Operating	(344,341)	637,777	656,910	676,618	696,916
Capital	1,119,500	708,600	669,600	690,860	695,600
Ending Cash Balance	\$ 1,829,333	\$ 1,673,652	\$ 1,625,747	\$ 1,621,342	\$ 1,685,445

**City of Robbinsdale, Minnesota
Capital Improvement Plan 2017-2018**

**Central Services Internal Service Fund
Projected Financial Position 2017-2018**

Year				
2017	2018	2019	2020	2021

Operating Statement

Operating Revenues					
Information Technology	\$ 681,909	\$ 716,004	\$ 751,805	\$ 789,395	\$ 828,865
General Office	64,616	66,554	68,551	70,608	72,726
Building Rental	561,087	589,141	618,598	649,528	682,005
Total Operating Revenue	1,307,612	1,371,700	1,438,954	1,509,531	1,583,595
Operating Expenses					
Other	936,371	983,189	1,032,348	1,083,966	1,138,164
Depreciation	57,800	67,900	67,900	67,900	67,900
Operating Income (Loss)	313,441	320,611	338,706	357,665	377,531
Non-Operating Revenues	12,000	32,770	39,093	50,679	61,175
Transfers from other funds					
Net Income (Loss)	325,441	353,381	377,799	408,344	438,706
Net Assets:					
Beginning of Year	1,581,527	1,906,968	2,260,350	2,638,149	3,046,493
End of Year	\$ 1,906,968	\$ 2,260,350	\$ 2,638,149	\$ 3,046,493	\$ 3,485,198

Capital Equipment / Improvements

Building & Other Improvements	\$ 521,000	\$ 161,500	9,500	75,400	10,000
Capital Equipment	75,200	49,000	\$ 50,000	\$ 51,000	\$ 52,000
Total	\$ 596,200	\$ 210,500	\$ 59,500	\$ 126,400	\$ 62,000

Fund Cash Position

Beginning Cash	\$ 1,045,994	\$ 1,092,328	\$ 1,303,110	\$ 1,689,309	\$ 2,039,153
Cash Receipts	1,319,612	1,404,470	1,478,047	1,560,210	1,644,770
Cash Disbursements					
Operating	677,078	983,189	1,032,348	1,083,966	1,138,164
Capital	596,200	210,500	59,500	126,400	62,000
Ending Cash Balance	\$ 1,092,328	\$ 1,303,110	\$ 1,689,309	\$ 2,039,153	\$ 2,483,758

Exhibit 2

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 20th day of December 2016

RESOLUTION NO.

A RESOLUTION ADOPTING THE CITY'S CAPITAL
IMPROVEMENT PLAN 2017-2021

WHEREAS, on December 20, 2016, the City Council of the City of Robbinsdale (the "City") held a public hearing regarding its Five-Year Capital Improvement Plan (the "Plan") to hear and consider public comment regarding the plan, as required by Minnesota Statutes Section 475.521, as amended, and therefore the City may Bond for various capital improvement projects that the City deems necessary, which are included within the Plan; and

WHEREAS, the City Council has reviewed said Five Year Capital Improvement Plan and finds it to be reasonable and advisable; and

WHEREAS, adopting the Plan does not allocate funding at this time for any of the projects contained in the Plan; and

WHEREAS, the City Council considers the proposed City's Capital Improvement Plan 2017-2021 to be an excellent plan;

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Robbinsdale that:

The City Council hereby adopts the Plan.

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 20TH DAY OF DECEMBER 2016.

ATTEST:

Regan L. Murphy, Mayor

Tom Marshall, City Clerk

Res

Exhibit 2

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 20th day of December 2016

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WHEREAS, adopting the Plan does not allocate funding at this time for any of the projects contained in the Plan; and

WHEREAS, the City Council considers the proposed City's Capital Improvement Plan 2017-2021 to be an excellent plan;

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Robbinsdale that:

The City Council hereby adopts the Plan.

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 20TH DAY OF DECEMBER 2016.

ATTEST:

Regan L. Murphy, Mayor

Tom Marshall, City Clerk

Res



MEMORANDUM

TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: December 20, 2016
RE: Adopt Resolutions Pertaining to the 2017 Budget and Property Tax Levies

Background

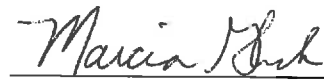
The City Council held budget workshops in August, November and December to review the Proposed 2017 Budget. The City Council adopted a proposed City property tax levy for 2017 of \$5,881,531 and a proposed HRA Property Tax Levy for 2017 of \$164,860 at its September 6, 2016 meeting. The County sent notices to the owner of record, stating the amount of the proposed 2017 levy along with the previous year levy. The City Council held its budget meeting on December 6, 2016 in accordance with State Statutes and for the purpose of allowing public input regarding the proposed budgets and property tax levies.

Analysis/Conclusion

Staff will be making a presentation to put the Operating Budget and Property Tax Levy in context. The Council is requested to adopt the attached resolutions approving the final 2017 budgets and property tax levies. The Council cannot increase the proposed property tax levies, which were adopted at the September 6, 2016 City Council Meeting. However, a lesser amount may be adopted for final certification to the County Auditor. The recommended final tax levy amount for the City property tax levy is the same as the preliminary levy that was approved in September.

Recommendation

- By motion, waive the reading and order the adoption of the resolution adopting the 2017 Final City Property Tax Levy in the amount of \$5,881,531 and ordering its certification to the Hennepin County Auditor (shown as Exhibit 1).
- By motion, waive the reading and order the adoption of the resolution adopting the 2017 Final Budget and Committing Fund Balance (shown as Exhibit 2).
- By motion, waive the reading and order the adoption of the resolution adopting the 2017 Final HRA Property Tax Levy in the amount of \$164,860 and ordering its certification to the Hennepin County Auditor (shown as Exhibit 3).


Marcia Glick, City Manager

Concurrence:


Larry Jacobson, Finance Director

BUDGET DOCUMENT
AVAILABLE UPON REQUEST

Member _____ moved and Member _____ seconded a motion that the following resolution be adopted this 20th day of December 2016.

RESOLUTION NO. _____

A RESOLUTION ADOPTING THE 2017 CITY PROPERTY TAX LEVY IN THE AMOUNT OF \$5,881,531 AND ORDERING ITS CERTIFICATION TO THE HENNEPIN COUNTY AUDITOR

WHEREAS, the City Manager has prepared and the City Council has adopted a 2017 City Budget including the property tax levy;

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROBBINSDALE, MINNESOTA THAT: the following sums of money be levied for the current year, collectable in 2017 upon the taxable property in the City of Robbinsdale, for the following purposes, and that there is hereby levied for certification to the County Auditor the following final levies for 2017:

General Fund (City Operations)	\$ 5,309,272
Debt Service:	
2012 G.O. Street Improvement Bonds	49,415
2013 G.O. Street Reconstruction Bonds	201,758
2015A G.O. Street Improvement Bonds	<u>321,086</u>
Total Tax Capacity Based Levy to Certify to County	<u>\$ 5,881,531</u>

The City Clerk is hereby instructed to transmit a certified copy of this resolution to the county auditor of Hennepin County, Minnesota.

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 same:

WHEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED THIS 20TH DAY OF DECEMBER 2016.

Regan L. Murphy, Mayor

ATTEST:

Tom Marshall, City Clerk
(seal)

Member _____ moved and Member _____ seconded a motion that the following resolution be adopted this 20th day of December 2016.

RESOLUTION NO. _____
A RESOLUTION ADOPTING THE 2017 FINAL BUDGET
AND COMMITTING FUND BALANCE

WHEREAS, the City Charter provides that the City Manager shall prepare a budget document setting forth all proposed expenditures for the administration, operations, and maintenance of all city departments; and

WHEREAS, the City Manager has prepared such documents and the City Council has met in regular and special sessions for the purpose of determining an adequate budget for the administration, operations, and maintenance of all city departments during the fiscal year 2017; and

WHEREAS, the City Council believes that the budget so prepared is adequate and in accordance to the form prescribed by the City Charter;

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROBBINSDALE, MINNESOTA THAT: the following budgets be adopted and approved this 20th day of December 2016, in a regular scheduled Council meeting.

<u>Fund</u>	<u>Revenues</u>	<u>Expenditures</u>	<u>Capital Improvements</u>
General Fund	\$ 9,239,598	\$ 9,528,786	\$ 7,400
DWI Forfeiture Special Revenue Fund	13,300	10,400	20,000
City Code Compliance Fund	80,335	74,481	
General Debt Service Fund	722,159	952,381	
Capital Projects Fund - Cable	33,190	700	
Capital Projects Fund - Government Buildings	500		41,000
Capital Projects Fund - Park Improvements	257,000	12,000	457,500
Capital Projects - PIR - Street Improvements	4,638,167	338,630	4,761,000
Water Enterprise Fund	2,491,657	1,218,984	1,735,185
Sanitary Sewer Enterprise Fund	2,935,323	1,819,943	1,167,250
Storm Sewer Enterprise Fund	3,619,620	1,010,355	2,416,065
Solid Waste (Garbage) Enterprise Fund	1,769,473	1,938,767	-
Liquor Enterprise Fund	3,485,428	3,484,565	
License Center Enterprise Fund	501,695	479,828	
Central Garage Internal Service Fund	1,110,485	962,701	1,119,500
Central Services Internal Service Fund	1,319,612	994,171	596,200
Equipment Replacement Internal Service Fund	26,000	69,500	174,500
Risk Insurance Internal Service Fund	531,335	521,400	
Change in Fund Balance All Funds		9,357,285	
Grand Total	<u>\$ 32,774,877</u>	<u>\$ 32,774,877</u>	<u>\$ 12,495,600</u>

And Commit Fund Balance as of December 31, 2016 for the following Funds:

- Permanent Improvement Revolving Fund – the amount of uncompleted construction contracts for street improvement projects at December 31, 2016.

- Capital Improvement Fund – Park Improvements - Up to \$457,500 committed for 2017 park improvements, and remaining amounts are assigned for park improvements.
- Capital Improvement Fund – Cable Grant Fund – All fund balance committed for future cable television broadcast improvements.
- Capital Improvement Fund – Government Buildings – All fund balance committed for Historic Library Building improvements.
- City Code Compliance Fund – All fund balance committed for city code compliance enforcement.

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 same:

WHEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED THIS 20TH DAY OF DECEMBER 2016.

ATTEST:

Regan L. Murphy, Mayor

Tom Marshall, City Clerk
(seal)

Exhibit 3

Member _____ moved and Member _____ seconded a motion that the following resolution be adopted this 20th day of December 2016.

RESOLUTION NO. _____

A RESOLUTION ADOPTING THE 2017 HRA PROPERTY TAX LEVY IN THE AMOUNT
OF \$164,860 AND ORDERING ITS CERTIFICATION TO THE HENNEPIN COUNTY
AUDITOR

WHEREAS Minnesota Statutes requires that the City adopts the HRA Levy on behalf of the Robbinsdale Economic Development Authority;

NOW, THEREFORE, BE IT RESOLVED, that there is hereby levied for certification to the County Auditor an HRA Levy on behalf of the Robbinsdale Economic Development Authority for 2017 in the amount of \$164,860.

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 same:

WHEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED
THIS 20TH DAY OF DECEMBER 2016.

ATTEST:

Regan L. Murphy, Mayor

Tom Marshall, City Clerk
(seal)



MEMORANDUM

TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: December 20, 2016
RE: Conditional use permit request C16-4 for donation drop-off site at Robin Center

BACKGROUND:

Erica Briesch on behalf of "Savers" has requested a conditional use permit to operate a donation drop-off site on two parking spaces at Robin Center. On December 6, 2016 the Council directed staff to look at other options for regulating the use besides a conditional use permit.

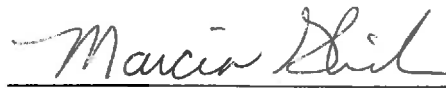
ANALYSIS/CONCLUSION:

There was support among some of the Council to allow the outdoor donation collection to occur on a trial basis for one year, much like the farmer's market was previously permitted on the Robin Center property. In the meantime, staff will work on a license that would be renewed annually, and would be easier to revoke if there are complaints, or the vacancies in the center fill up and there is insufficient parking.

The conditional use permit request will be denied and the Council will adopt a motion to allow the Saver's donation site to be located on the Robin Center site for one year while a license procedure is created. Staff met with the applicant after the meeting to discuss the Council direction. They were appreciative that most of the Council is willing find a way to work with Savers.

RECOMMENDATION:

- A. Motion to adopt the resolution shown in **Exhibit 1 DENYING CONDITIONAL USE PERMIT REQUEST C16-4 TO ALLOW THE OUTSIDE COLLECTION OF DISCARDED CLOTHING AND HOUSEHOLD ITEMS IN THE DESIGNATED LOCATION IN THE ROBIN CENTER PARKING LOT BASED UPON FINDINGS OF FACT;** and
- B. By motion, approve a one year temporary allowance for the Saver's donation site at Robin Center.


Marcia Glick, City Manager

CONCURRENCE:


Rick Pearson, Community Development Coordinator

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 20th day of December 2016.

RESOLUTION NO.

**A RESOLUTION DENYING CONDITIONAL USE PERMIT REQUEST C16-4 TO
ALLOW THE OUTSIDE COLLECTION OF DISCARDED CLOTHING AND
HOUSEHOLD ITEMS IN THE DESIGNATED LOCATION IN THE ROBIN CENTER
PARKING LOT BASED UPON FINDINGS OF FACT**

(Savers)

WHEREAS, Savers has requested a conditional use permit to operate a donation drop-off site at the Robin Center; and

WHEREAS, the Planning Commission conducted a public hearing as required on November 17, 2016; and

WHEREAS, the Planning Commission adopted a motion recommending approval of the conditional use based upon the following findings of fact:

- a. That the conditional use in the area designated for mixed use is consistent with the comprehensive plan;
- b. That the location of the conditional use is not visible to adjacent residential buildings and is screened by existing commercial buildings;
- c. That daily or active management of the conditional use and rapid response to concerns or complaints is critical to maintain the use consistent with the standards of the city and will not cause deterioration or negative influences in the neighborhood; and

WHEREAS, on December 6, 2016, the Council expressed concern about the request noting that although there is ample room now, there may not be if store spaces are leased. They also noted that a conditional use permit runs with the land and does not work for a trial period. Further, they noted that the proposed use is not related to any of the principal uses in the center and therefore does not meet the requirements of a CUP;

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Robbinsdale that conditional use permit C16-4 to allow a donation drop-off site at Robin Center for Savers legally described and shown in the plan included as "**Attachment A**" is hereby denied based upon the following finding:

That Section 520.05, Subd. 4(f) allows as a conditional use "open or outdoor service, sales and equipment as an accessory use or area of principal use" and the Council has determined that the donation drop-off use is not an accessory use or area of a principal use in the shopping center, but that it is an independent use in the shopping center, and therefore not qualified for a conditional use permit.

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 20TH DAY OF DECEMBER 2016.**

Regan L. Murphy, Mayor

ATTEST:

Tom Marshall, City Clerk
(Seal)

Attachment A

Legal Description of location of Conditional Use Permit in Robin Center:

Lot 2, Block 2, Robin Center, Hennepin County, Minnesota.
PID: 06-029-24-13-0128



Hennepin County Property Map

Date: 11/17/2016



PARCEL ID: 0602924130128

OWNER NAME: Robin Center Llp

PARCEL ADDRESS: 4050 Lakeland Ave N,
Robbinsdale MN 55422

Comments:

**DONATION DROP-OFF
LOCATION**



TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: December 20, 2016
RE: Pawn America – Pawnbroker & Second Hand Goods License Renewal –
4134 West Broadway

Background

As required by City Code, the City Council must hold a public hearing before issuance or renewal of pawnbroker and second hand goods licenses. The public hearing for Pawn America Minnesota, LLC, dba Pawn America, 4134 West Broadway, was held on December 6, 2016.

Analysis/Conclusion

The applicant completed the application and submitted all of the information required for the license. The Police Department had one more required audit to conduct for 2016; therefore, the item was tabled to the December 20, 2016 meeting. The Police Department found no errors during their final audit of 2016 and completed their annual background investigation.

Recommendation

1. By motion, approve the 2017 Pawnbroker and Second Hand Goods license renewals for Pawn America Minnesota, LLC at 4134 West Broadway.
2. Due to compliance improvements, consider changing audit frequency from monthly to quarterly.

Marcia Glick, City Manager

CONCURRENCE:

Tom Marshall, City Clerk



City of Robbinsdale

Other Business A

MEMORANDUM

TO: City Council
FROM: Marcia Glick, City Manager
DATE: December 20, 2016
RE: Voucher Requests Pending Approval for Disbursement

The check register dated December 20, 2016 reflects the voucher requests pending approval for disbursement.

The check register dated December 6, 2016 through December 20, 2016 is a list of vouchers requiring payment for City funds, Deputy Registrar, liquor, and other purchases. The payments are required prior to the next Council meeting. The register includes checks and electronic fund transfers.

Recommendation

By motion approve disbursement requests for period ending December 20, 2016.

Marcia E. Glick

Marcia Glick, City Manager

CONCURRENCE:

Larry Jacobson

Larry Jacobson, Finance Director