CITY COUNCIL WORK SESSION
February 15, 2023
After the Robbinsdale Economic Development Authority (REDA) Meeting that takes place at 7:00 p.m.
Robbinsdale City Hall
4100 Lakeview Avenue North

AGENDA

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1. CITY COUNCIL WORK SESSION CALLED TO ORDER BY MAYOR PRO TEM

2. ROLL CALL: Parisian, Webb, Wagner, Mayor Blonigan

3. Discussion: Tax Increment Financing Basics Discussion (Attachment 1) 1-34

4. Discussion: Consider Liquor Law Updates (Attachment 2) 35- 36

5. Discussion: An Ordinance Amending Section 920.05 and 920.09 of the Robbinsdale City Code (Attachment 3) 37-40

6. Discussion: Stormwater Ordinance Updates (Attachment 4) 41-44

7. Staff Updates
   a. LELS MOU Update (Sandvik)
   b. Council Strategic Plan - set date
   c. Staff Recognition Lunch - set date
   d. Sustainability Update (Kirtz)

8. Council Updates
   a. City Council Travel Policy (Attachment 5) 45-46
   b. Just Deeds (Mayor Blonigan)
   c. Human Rights Commission Update (Mayor Blonigan)

9. ADJOURNMENT

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TIF Basics Discussion

City of Robbinsdale
2-15-2023

Today's Discussion

- Planning & Policies
- Providing Financial Assistance and Protecting Local Resources
- Local Financial Tools
  - ✓ Tax Increment Financing (TIF)
  - ✓ Tax Abatement
- Project Examples

Why Provide Financial Assistance?

- Fundamentally: Existence of financial barriers preventing the private market from developing a site in accordance with City vision

✓ Contaminated land and/or existence of blighted buildings

✓ High development fees

✓ Market rents too low

✓ Infrastructure costs too high

✓ Cheaper alternatives elsewhere

✓ City vision incompatible with market

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Preparing for Success

Establish an economic development/redevelopment plan!

- Helps unite staff & policy makers
- Provides foundation for a successful project
- Ensures you're prepared when opportunity knocks
- Sets priorities for limited resources
- Robbinsdale has plans in place

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Preparing for Success

Adopt policies to set parameters for public involvement

- Business subsidy policy
  - ✓ Required per MN statues 116J.993 – 116J.995
  - ✓ Include additional local goals
- Developer fee policy
- Application for assistance
- Robbinsdale has a policy and procedure in place

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Protecting Local Resources

- Review developer's application & financial information to establish appropriate level of public assistance
    - ✓ *pro forma* analysis
- Ensure project qualifies for proposed type of assistance
    - ✓ Default format is Pay-As-You-Go
- Maximize private funding sources
- Minimize public assistance needed to make a project financially feasible

The "But For" Test

- Required TIF finding: The development would not be possible *but for* the use of tax increment
  - ✓ Increased market value greater than alternatives – net of assistance
  - ✓ Likelihood of similar development in the foreseeable future without assistance – evidenced by pro forma analysis

- Captured tax revenues would not exist if TIF was not used to assist the project

- Elected body must make this finding

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LOCAL FINANCIAL TOOLS

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Development Tools

Know the tools available to help facilitate development.

- EDA LEVY FUNDS
- LOCAL REVOLVING LOAN FUNDS
- TAX INCREMENT FINANCING (TIF)
- TAX ABATEMENT
- STATE & LOCAL RESOURCES (DEED, COUNTY, ETC.)

What is Tax Increment Financing?

Tax Increment Financing (TIF):

The ability to capture and use most of the increased local property tax revenues from new development within a defined geographic area for a defined period of time without approval of the other taxing jurisdictions.

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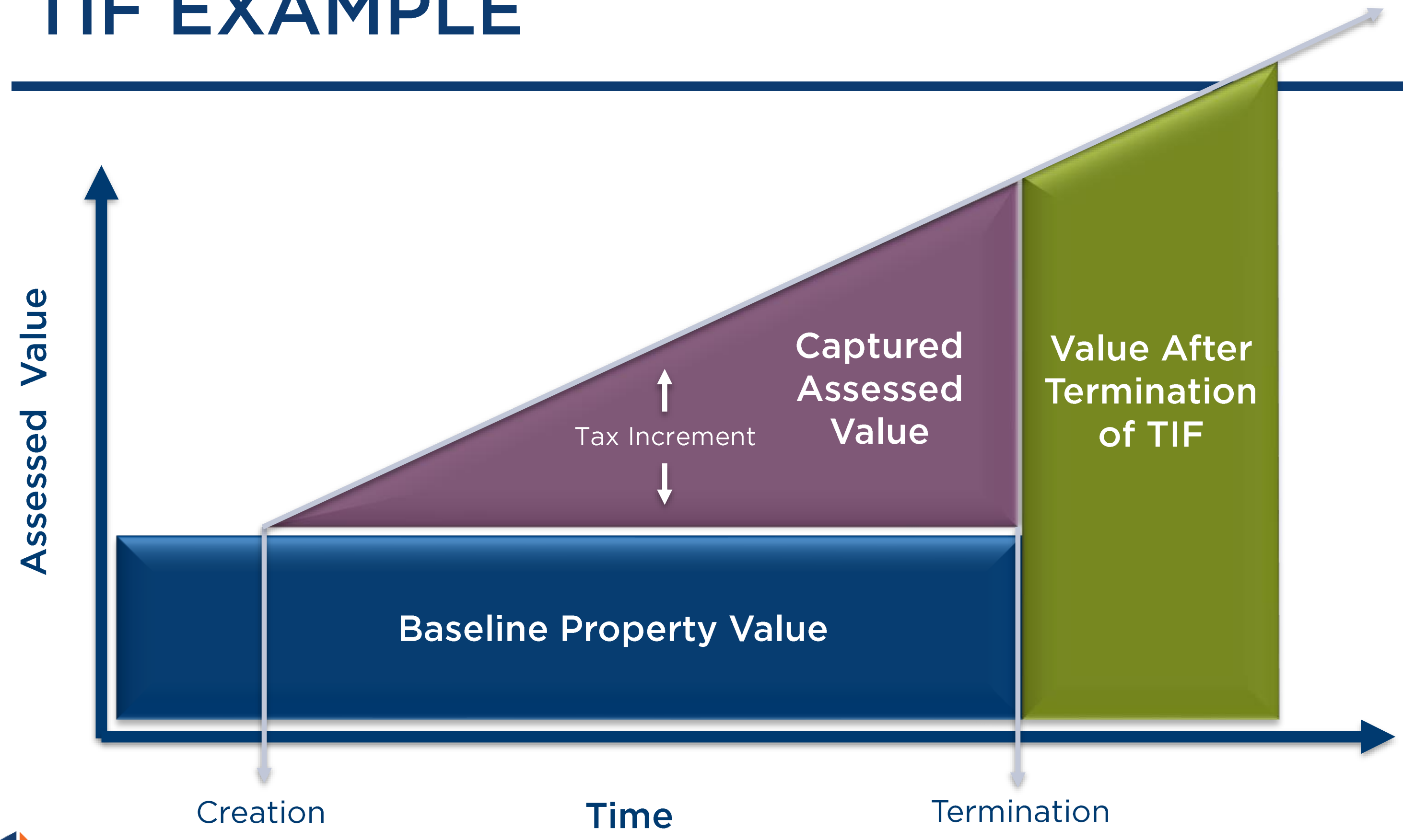
TIF EXAMPLE



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Types of TIF Districts

- Redo substandard / obsolete buildings
  - ✓ Redevelopment TIF District (26 year maximum)
  - ✓ Renewal and Renovation TIF District (16 year maximum)
- Affordable housing
  - ✓ Housing TIF District (26 year maximum)
- Job and tax base creation
  - ✓ Economic Development TIF District (9 year maximum)

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Redevelopment TIF District – 26 Years

Parcels consisting of 70% of area must be improved

More than 50% of buildings must be substandard

90% of TIF must be used to correct redevelopment issues

Reasonable distribution of conditions

Renewal and Renovation District – 16 Years

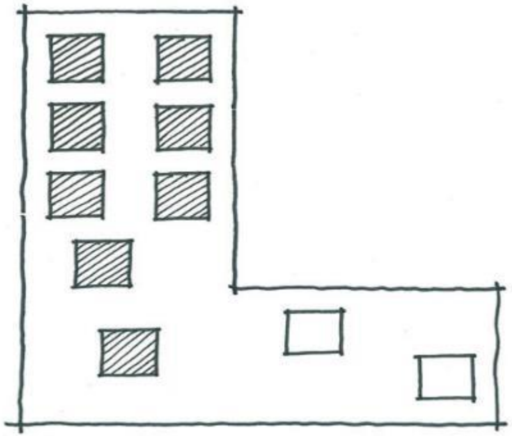
Parcels consisting of 70% of area are improved

Only 20% of buildings are structurally substandard

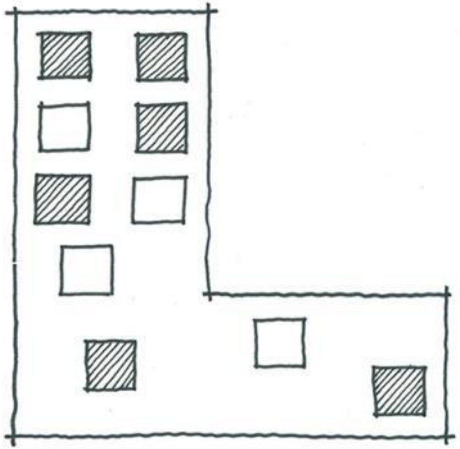
30% of other buildings require substantial renovation or clearance:

> remove inadequate street layout, incompatible uses or land use relationships, overcrowding of buildings, excessive dwelling unit density, obsolete buildings not suitable for improvement or conversion, etc.

Reasonable Distribution



80% Substandard buildings
80% Coverage



60% Substandard buildings
80% Coverage

Housing TIF District – 26 Years

Affordable Housing

Income test is main qualification

TIF law references federal rules on income limitations

More liberal rules on pooling

100% tax increment used for affordable housing; but 20% of project's value can include commercial/industrial development (mixed-use)

Housing TIF District – Rental

Income Requirements:

40% of units restricted to 60% of county median income, OR

20% of units restricted at 50% of county median income

Annual test for income compliance for life of TIF assistance

Housing TIF District – <u>Owner Occupied</u>

Income requirements:

95% of first buyers is limited to:

- 100% of the greater of State or local median income for a family of 2 or fewer
- 115% of the greater of State or local median income for a family of 3 or more

First buyer test ONLY for income compliance

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Economic Development District – <u>9 Years</u>

At least 85% of new building space must be:

- Manufacturing
- Warehousing, storage, distribution
- Research and development
- Telemarketing
- Space necessary and related to the above

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TIF Process: Notices

Notice to County Commissioner 30 days prior to hearing notice publication

TIF Plan with fiscal impacts to County & School Districts 30 days prior to public hearing

Hearing notice publication at least 10 days prior to hearing

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TIF Process: Public Hearing

- Council holds public hearing, considers resolution to adopt TIF plan
  - ✓ Type of district
  - ✓ But-for finding
  - ✓ District conforms to general development plan
  - ✓ Plan affords maximum opportunity for city’s development needs

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Tax Abatement

- Working Definition of Tax Abatement:

  The ability to capture and use all or a portion of the property tax revenues within a defined geographic area for a defined period of time – typically to assist with housing or commercial development.

- Uses:

  ✓ When a TIF district can't be created

    - Market rate rental housing
    - Business retention
    - Office/retail

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How Tax Abatement Works

Allows each major taxing jurisdiction to choose to contribute its share of the taxes and limit abatement in any manner it determines appropriate

Duration limit varies

- ✓Participation by all 3 entities – 15 years
- ✓Participation by 1 or 2 entities – 20 years
- ✓Resolution is silent as to the term – 8 years

Can use to retain business by abating existing taxes

TIF / Abatement Financing Options

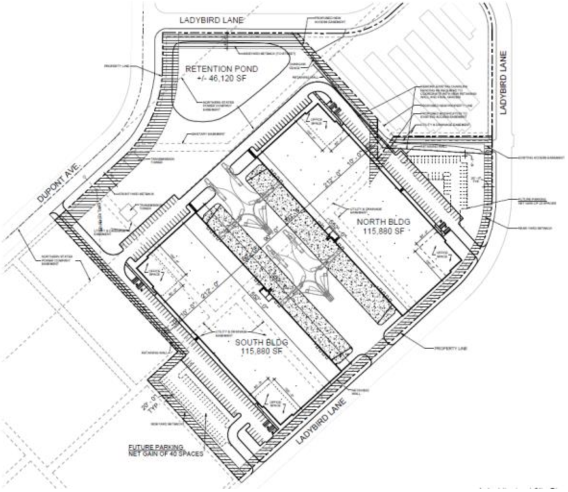
- Pay-as-you-go TIF Note
  - ✓ No up-front funds from the City
  - ✓ Developer funds eligible expenses and is repaid with interest, over time, from available tax increment / abatement
  - ✓ No risk to TIF / abatement authority if term expires before note is retired
- G.O. or Revenue Bonds
  - ✓ Bond proceeds fund up-front project costs and TIF revenue is used to repay bonds
  - ✓ Higher-risk to City for G.O. debt

PROJECT EXAMPLES

Capstone Industrial - Burnsville

- 16.6-acre site
- 231,760 sq. ft. Industrial Development
- Challenge: Extraordinary site costs totaling $3.5 million
- $27 million project cost ($196,000/unit)

Capstone Industrial - Burnsville



- Review of developer pro forma
  - ✓ Land assembly costs
  - ✓ Construction costs
  - ✓ **Market rents** – need to ensure projections are high enough
  - ✓ Proposed financing (debt, equity, rate, term)
  - ✓ Developer fee
  - ✓ Rate of return target

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Capstone Industrial - Burnsville

Developer's yield on cost projected at 5.3% <u>without</u> TIF

- 6.5%-7% desired

Located within existing City TIF district

$1.76 in City TIF, plus outside grant sources

- Yield on cost reaches 6.3%

SOURCES	Amount	Pct.
Developer Financing - First Mortgage	15,399,378	56.63%
Developer Financing - TIF Note	1,760,143	6.47%
Developer Equity	8,291,973	30.49%
Subtotal	**25,451,494**	**93.59%**
DEED Grants	950,000	3.49%
Dakota County RIG	250,000	0.92%
Met Council	430,000	1.58%
Dakota County ELF	111,871	0.41%
Subtotal	**1,741,871**	**6.41%**
TOTAL SOURCES	**27,193,365**	**100.00%**

USES	Amount	% of Cost	Per Bldg. Sq/Ft
Acquisition Costs	3,000,000	11.03%	12.94
Remediation Costs	3,502,014	12.88%	15.11
Construction Costs	17,458,445	64.20%	75.33
Professional Services	1,117,439	4.11%	4.82
Financing Costs	1,073,702	3.95%	4.63
Developer Fee	902,805	3.32%	3.90
Cash Accounts	138,960	0.51%	0.60
TOTAL USES	**27,193,365**	**100.00%**	**117.33**

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Capstone Industrial - Burnsville

- TIF is approved
- Grant are approved
- Project is under construction

Birdtown Flats - Robbinsdale

- <u>Challenge:</u> Redevelopment; land assembly; market rents too low to support new construction
- Beard Group identified a gap of **$4.5 million (24 years of TIF assistance)**
- Qualifies as a redevelopment TIF District

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Birdtown Flats - Analysis

- Review of developer pro forma
  - ✓ Land assembly costs
  - ✓ Construction costs
  - ✓ Market rents – need to ensure projections are high enough
    - ➢ Required review of detailed market study
  - ✓ Proposed financing (debt, equity, rate, term)
  - ✓ Developer fee
  - ✓ Rate of return target

SOURCES

	TIF Request	Pct.	Per Unit	Analysis	Pct.	Per Unit
First Mortgage	22,332,658	74.9%	146,925	22,332,658	74.9%	146,925
City TIF Note	4,500,000	15.1%	29,605	2,500,000	8.4%	16,447
Developer Equity	3,000,000	10.1%	19,737	4,141,600	13.9%	27,247
TOTAL SOURCES	**29,832,658**	**100%**	**196,267**	**28,974,258**	**97%**	**190,620**

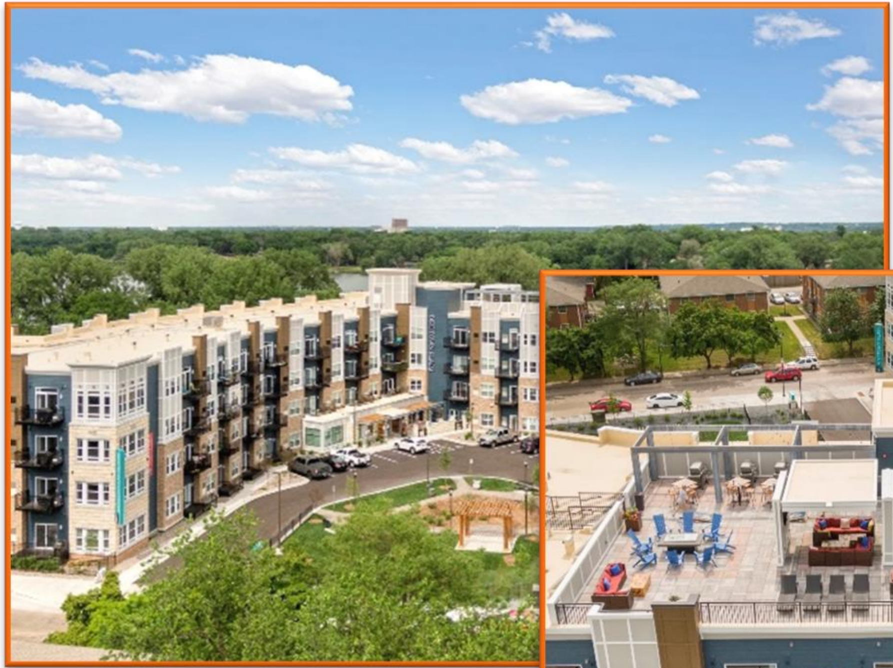
USES

	TIF Request	Pct.	Per Unit	Analysis	Pct.	Per Unit
Acquisition Costs	1,794,000	6.0%	11,803	1,794,000	6.2%	11,803
Construction Costs	22,415,400	75.1%	147,470	22,415,400	77.4%	147,470
Permits/Fees	907,029	3.0%	5,967	907,029	3.1%	5,967
Professional Services	1,539,560	5.2%	10,129	1,539,560	5.3%	10,129
Financing Costs	918,269	3.1%	6,041	918,269	3.2%	6,041
Developer Fee	2,258,400	7.6%	14,858	1,400,000	4.8%	9,211
TOTAL USES	**29,832,658**	**100%**	**196,267**	**28,974,258**	**100%**	**190,620**

RETURN ON INVESTMENT

	TIF Request Year 3	TIF Request Year 15	Analysis Year 3	Analysis Year 15
Average Annual Cash on Cash	**8.3%**	**14.0%**	**8.6%**	**11.5%**
(Annual Cash Flow / Equity)				

Birdtown Flats - After



- Redevelopment of underutilized site
- 152 new market rate housing units
- 10 years of TIF rather than 24 years

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Next Step: Preparation of TIF Status Report

- Comprehensive planning document
  - ✓ Historical knowledge
- Centralizes details for each TIF district
  - ✓ Decision making about the use of TIF for potential projects is easier with information readily available
- Ensures the City can fully utilize its TIF resources for development goals consistent with requirements and regulations
- Reviews accounting for TIF

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City of Robbinsdale

TO: Mayor and City Council

FROM: Tim Sandvik, City Manager

DATE: February 15, 2023

RE: Consider Liquor Law Updates

Background:
The Robbinsdale City Attorney has reviewed our existing liquor ordinances to see how they conform with recent changes in state liquor laws. This review was spurred by a memorandum distributed from the League of Minnesota Cities regarding 2022 changes to state liquor law. Through this review, several recommended changes have been identified.

Analysis/Conclusion:
The following changes are recommended:

1) Add Distilled Spirits Manufacturer license – Robbinsdale city code currently only allows for "microdistilleries." MN statute 340A.22 subd. 2 now allows municipalities to issue cocktail room licenses to the holder of a "distilled spirits manufacturer license." This change would authorize the on-sale of distilled liquor produced by the distiller for consumption on the premises of or adjacent to one distillery location owned by the distiller. A microdistillery is a distillery that does not produce more than 40,000 proof gallons of spirits in a year. A distilled spirits manufacturer is a distillery allowed to produce more than 40,000 proof gallons in a calendar year.

2) Allow Brewers to Produce More Barrels for Off-Sale – Previously, brewers were allowed to produce up to 20,000 barrels per calendar year to sell 750 barrels in growlers for off-sale. MN statute 340A.28 raised the limit from 20,000 barrels to 150,000 barrels so now larger breweries are eligible for off-sale licenses. Robbinsdale currently limits "small brewers" to the same amount as a "brew-pub" which is 3,500 barrels of malt liquor per year, well below the standard set by state law. Robbinsdale could amend city code to allow small brewers to brew up to 150,000 and still obtain an off-sale license to sell up to 750 barrels off-sale. The ordinance should be amended to reflect the 750 barrel off-sale limit for both brew pubs and small brewers as the ordinance does not currently establish a limit.

3) <u>Allow Certain Small Brewers Off-Sale License for 128oz per Customer per day –</u> MN statute allows certain small brewers which produce 7,500 barrels or less issuance of an off-sale license for up to 128 ounces per customer per day in any package conforming to state and federal regulations. Currently, Robbinsdale refers to the repealed language that off-sale small brewers must conform to MN statute 340A.301 subd. 6(d). It is recommended that the city adopts language suggested by the League of Minnesota Cities for this legislative amendment.

4) <u>Update Ordinance Language to Reflect Correct Laws –</u> Robbinsdale code section 1205.01 subd. 6 refers to a MN statute that was repealed in 2015 so the ordinance should be amended to refer to the relevant law (MN stat. 304A.28).

5) <u>Update Definitions –</u> Robbinsdale currently only has a definition for "3.2 malt liquor," and no separate definition for "malt liquor." Ordinances refer to both so it is recommended to add a separate definition for malt liquor. Recommended definition retrieved from MN statutes:

> "any beverage made from malt by fermentation, or by the fermentation of mal substitutes, including rice, grain of any kind, glucose, sugar, molasses, or other malt substitute that has not undergone distillation, and that contains not less than one-half of one percent alcohol by volume. "Beer" means any beverage meeting the definition of malt liquor under this subdivision."

All recommendations listed above are based on recent legislative changes.

<u>Recommendation</u>:
Council discuss the recommended actions above so staff can submit a first reading to Council for consideration at a future regular meeting.

City of Robbinsdale

TO: Mayor and City Council

FROM: Tim Sandvik, City Manager

DATE: February 15, 2023

RE: **AN ORDINANCE AMENDING SECTION 920.05 and 920.09 OF THE ROBBINSDALE CITY CODE**

The False Alarm ordinance is in place to discourage false alarm calls, especially those in excess. Unfortunately, in recent history, we have seen an increase in false alarms, and believe the lack of enforcement of ordinance has not helped.

The City staff is requesting amendments to City Code to update language – a version has been attached. The purpose of this amendment is to update and clarify the existing sections of City Code regulating the occurrence of false alarm calls. This ordinance has not been enforced in recent history due to the lack of resources to track these calls for service. These amendments will allow the ordinance to align with today's alarm systems and it will assist in processing these calls.

To put into numbers, in 2022, Officers responded to more than 400 alarm calls. Due to the current way of processing, we don't have an exact number of how many were False Alarm responses, but the estimate is around 300. Further, in reviewing calls for false alarms, the primary reason for calls is that properties are not training staff in how to properly operate their systems.

Sec 1 Subd. 5 is being recommended for strike as this language is antiquated – the tracking of this information isn't needed, and enforcement becomes burdensome.

Sec 2 Subd. 2 strikes the language because it is again cumbersome. It is reasonable that false alarms occur from time to time, and updated language isn't intended to be more work; rather, to discourage false alarms in excess. Ultimately, fines don't occur until a third violation.

Working with the City Attorney, the attached language is recommended for Council approval. Staff will present a first and second reading in accordance with policy, and look to have the ordinance updated in April.

Tim Sandvik, City Manager

CONCURRENCE:

Patrick Foley, Chief of Police

Member __________ moved and Member __________ seconded a motion that the following ordinance, which was given its first reading on __________, 2023 be given its second reading on this ____ day of _________, 2023, and that it be adopted.

ORDINANCE NO. _____

AN ORDINANCE AMENDING SECTION 920.05 and 920.09 OF THE ROBBINSDALE CITY CODE RELATING TO FALSE ALARMS

THE CITY OF ROBBINSDALE DOES ORDAIN THAT:

Section 1– That Robbinsdale City Code Section 920.05 is hereby amended by removing the ~~stricken~~ and inserting the underlined language as follows:

920.05. Miscellaneous rules.

Subdivision 1. Local exterior alarms with audible sound may not sound for a period exceeding 15 minutes.

Subd. 2. A person may not intentionally set off a false alarm.

Subd. 3. The use of automatic dialing devices is permitted, except that such devices may not be set or programmed to dial the Robbinsdale police department.

Subd. 4. Alarm businesses doing business within the city must register with the police department. The registration must include the following information:

(a) A description of the types of alarm systems sold or leased by the business.

(b) A description of the services provided by the business.

~~(c) A list of the names and addresses of persons in the city to whom the business has sold or leased alarm systems or to whom the business provides the services.~~

(c~~d~~) A list of individuals employed by the business as installers or servicers of the alarm systems.

~~Subd. 5. Alarm users whose protected premises are located in the city must provide, upon the occurrence of its first false alarm and on an ongoing basis, the following information:~~

~~(a) The names and addresses of the alarm user, alarm owner (if different than the alarm user), and the alarm servicer.~~

~~(b) The type of alarm system being used.~~

~~(c) The person designated by the alarm user as its contact person for purposes of alarm-related matters.~~

~~The provision of this information is an ongoing requirement. The police department must be immediately notified of any additions or changes.~~

Section 2– That Robbinsdale City Code Section 920.09 is hereby amended by removing the ~~stricken~~ and inserting the underlined language as follows:

920.09. False alarms.

Subdivision 1. General rule.
Except for false alarms occurring in the first 30 days of operation of a new alarm system, the alarm user is subject to the requirements and penalties provided below for false alarms occurring in the user's alarm system.

~~Subd. 2. Signed statement~~.
~~Within five days of each false alarm, the alarm user must submit a signed statement to the police department stating the apparent cause of the false alarm and the measures taken or to be taken to remedy the problem.~~

Subd. 2~~3~~. Penalties.
An administrative citation and fine will be issued to ~~penalty must be paid by~~ the alarm user ~~to~~ by the city for each false alarm in excess of three per calendar year. The ~~penalty~~ fine is set forth in Appendix B. Payment of the ~~penalty~~ fine may be enforced by administrative citation under section 117 of the City Code, or other civil action. (Amended, Ord. No. 2018-02)

Subd. 3 4. Exceptions.
An ~~penalty is not due~~ ~~and an~~ alarm will not be credited as a false alarm if it is shown that the false alarm was the result of damage to utility lines, tornadoes, lightning, earthquakes, or similar severe weather conditions.

Subd. 4 ~~5~~. Appeal.
An alarm user ~~required by the city to pay a user fee~~ who is issued an administrative citation as a result of a false alarm may appeal the false alarm citation in writing to the city manager ~~via the chief of police~~. The ~~written~~ appeal will follow the process outlined in Robbinsdale City Code Section 117. ~~must be filed with the chief of police within ten days of the date of notice of the false alarm charge. The city manager may make a final determination as to whether the alarm user must pay a false alarm user fee.~~

~~Subd. 6. False alarm permits.~~
~~(Deleted, Ord. No. 03-13)~~

~~Subd. 7. Requirements and duties.~~
~~(a) Letter of contestation.~~
~~After the chief of police determines that a false alarm has occurred at an address, the alarm user at that address may submit a letter of contestation to the chief of police to explain~~

~~the cause of the alarm activation. If the chief of police determines that the alarm was not properly designated as a false alarm caused by conditions beyond the control of the alarm user, the alarm will not be counted as a false alarm at that address. The second instance of faulty equipment will be deemed to be within the control of the alarm user.~~
~~(Added, Ord. No. 97-15, Sec. 2)~~

~~Subd. 8. Revocation and suspension of permit.~~
~~(Deleted, Ord. No. 03-13)~~

Section 3. Summary. That the following summary clearly informs the public of the intent and effect of the ordinance and is approved for publication: "The purpose of this ordinance is to update and clarify the existing sections of City Code regulating the occurrence of false alarm calls."

Section 4. This Ordinance shall be effective immediately upon its passage and publication.

First Reading: YEAS:
NAYS:

Second Reading: YEAS:
NAYS:

PASSED AND ADOPTED BY THE CITY COUNCIL THIS _____ DAY OF __________, 2023

____
William Blonigan, Mayor

ATTEST:

____
Dustin Leslie, City Clerk

Stormwater Ordinance Updates

The Minnesota Pollution Control Agency (MPCA) issues a general permit to agencies and cities to allow the discharge of storm runoff into creeks, lakes and rivers. The permit is a 'flow down' from the Federal Clean Water Act and overseen by the Environment Protection Agency (EPA).

The permit contains conditions requiring the permitted agency (the City in this case) to perform various actions each year that help to promote clean water and prevent polluting activities. The actions are wide ranging, covering actions as diverse as conducting inspections, having various ordinances in place, enforcement for those that do not comply, adopting policies, improving design of civil works to reduce water runoff and remove pollutants in the water that does runoff, encourage public involvement in stormwater activities and report progress to the public and the MPCA on an annual basis.

From time to time (approximately every 5 years or so), the MPCA reissues the permit. Each time there is a new permit, staff have found that the reporting and inspection requirements have become stricter and more intense than the previous permit. The MPCA randomly audits cities to check that all the elements of the permit are in place and that proper records are being kept. There are penalties for non-compliance.

Over the next few months, staff will be bringing recommended updates to code and ordinance language before the City Council for review and ultimately approval in order to maintain currency with the permit.

The first couple of updates relate to Pet Waste and Salt Storage –

- Uncontrolled pet waste can pollute receiving waters with bacteria leading to potentially unsafe conditions for human contact and other aquatic and non-aquatic biota.

- Pollution of water by chlorides, found in salt, is one of the fastest emerging areas of concern. Chlorides, once in the water system are extremely difficult to remove. Only small amounts of chloride (a teaspoon in 5 gallons) permanently pollute the water. Balancing the public safety reasons for putting salt on our roads and sidewalk areas with the protection of the natural aquatic systems is proving to be a challenging. Including language about proper salt storage practice will assist in controlling any unnecessary chloride discharge into our storm sewer system and the receiving waters beyond.

Attached is the document with the proposed language changes, recommended City Code location and some background on the reason for requiring the changes.

MS4 Ordinance Updates

1-11-2023

Pet Waste Requirement

Permit requirement number: 18.5

What is required? "For cities, townships, and counties, the permittee's regulatory mechanism(s) must require owners or custodians of pets to remove and properly dispose of feces on permittee owned land areas. [Minn. R. 7090]"

Where could this fit into Robbinsdale City Code? Create a new Subd. 12. Under 915.03. Dogs and cats.

Recommended text:

Subd. 12. Animal waste.

(a) *Any person who owns, keeps, harbors, or has charge or control of an Animal shall immediately collect and remove any and all feces deposited by the Animal on public property or on private property not occupied by or under the control of that person.*
(b) *While such a person is with any such Animal on property not occupied by or under the control of that person, such person shall have in their immediate physical possession a means to collect and sanitarily dispose of all the Animal's fecal matter deposited on public property or the private property of another. Lack of such means is prima facie evidence of intent to violate this Section of the ordinance.*
(c) *Any person who owns, keeps, harbors, or has charge or control of an Animal in or upon premises or land occupied by, or under the control of, that person shall frequently collect and remove any accumulation of Animal fecal matter that is unhealthy or offensive to any person or neighborhood.*

Examples from other cities:

Plymouth

Maple Grove – I borrowed much of my recommended text from Maple Grove, as I think it does a nice job of specifically mentioning dog waste on public property (purpose of MS4 requirement), dog waste on private owned property (which City staff might use for code enforcement purposes), and the need to carry pickup baggies with you when taking your dog for a walk.

Edina

Eden Prairie

Other notes:

Robbinsdale City Code currently contains these sentences:

"*A person having the custody or control of a dog or animal of the dog kind must clean up any feces of the animal and to dispose of such feces in a sanitary manner. The provisions of this section do not apply to the ownership or use of seeing eye dogs by blind persons, dogs used in police activities of the city, such as the canine corps or tracing dogs used by or with the permission of the police department.*"

This is found in 9.15.03. Dogs and cats – Subd. 7. Confinement of dogs and cats. Since the existing language doesn't specifically mention public property or the importance of carrying a baggie or other pickup tool if the pet owner takes the pet off of their own property, I suggest that we remove these existing sentences from the code and add the new subd. that I listed above. Also, I suggest that we remove the exemptions for seeing eye dogs and police dogs, since all dog owners should be required to follow this ordinance.

Salt Storage Requirement

Permit requirement number: 18.6

What is required? "For cities and townships, the permittee's regulatory mechanism(s) must require proper salt storage at commercial, institutional, and non-NPDES permitted industrial facilities. At a minimum, the regulatory mechanism(s) must require the following:

a. designated salt storage areas must be covered or indoors;

b. designated salt storage areas must be located on an impervious surface; and

c. implementation of practices to reduce exposure when transferring material in designated salt storage areas (e.g., sweeping, diversions, and/or containment). [Minn. R. 7090]"

Where could this fit into Robbinsdale City Code? Insert this section as Subd. 3. in 703.23. Regulations and requirements to prevent, control, and reduce Storm Water Pollutants by the use of Best Management Practices. and push "Responsibility to implement BMPs" and all of the other subsequent items down one number on the list.

Recommended text:

Subd. 3. Salt storage.

Proper salt storage practices are required at commercial, institutional, and industrial facilities in accordance with the Minnesota Pollution Control Agency's General Permit to Discharge Stormwater Associated with Small Municipal Separate Storm Sewer Systems No. MNR040000. The following requirements apply to all designated salt storage areas at commercial, institutional, and industrial facilities:

- *(a) Salt storage areas must be fully covered or indoors.*
- *(b) Salt storage area must be located on an impervious surface.*
- *(c) Practices such as sweeping, diversions, and/or containment must be implemented to reduce exposure when transferring material in designated salt storage areas.*

Examples from other cities:

Plymouth – I completely borrowed my text from the City of Plymouth

Maple Grove

Edina

Other notes:

N/A

CITY OF ROBBINSDALE
ELECTED OFFICIAL OUT-OF-STATE TRAVEL POLICY

Purpose: The City of Robbinsdale recognizes that its elected official may at times receive value from traveling out of the state for workshops, conferences, events and other assignments. This policy sets forth the conditions under which out-of-state travel will be reimbursed by the City.

General Guidelines:

1. The event, workshop, conference or assignment must be approved in advance by the City Council at an open meeting and must include an estimate of the cost of the travel. In evaluating the out-of-state travel request, the Council will consider the following:
   - Whether the elected official will be receiving training on issues relevant to the city or to his or her role as the Mayor or as a council member.
   - Whether the elected official will be meeting and networking with other elected officials from around the country to exchange ideas on topics of relevance to the City or on the official roles of local elected officials.
   - Whether the elected official will be viewing a city facility or function that is similar in nature to one that is currently operating at, or under consideration, by the City where the purpose for the trip is to study the facility or function to bring back ideas for the consideration of the full council.
   - Whether the elected official has been specifically assigned by the Council to visit another city for the purpose of establishing a goodwill relationship such as a "sister-city" relationship.
   - Whether the elected official has been specifically assigned by the Council to testify on behalf of the city at the United States Congress or to otherwise meet with federal officials on behalf of the city.
2. No reimbursements will be made for attendance at events sponsored by or affiliated with political parties.
3. The city may make payments in advance for airfare, lodging and registration if specifically approved by the council. Otherwise all payments will be made as reimbursements to the elected official.
4. The City will reimburse for transportation, lodging, meals, registration, and incidental costs using the same procedures, limitations and guidelines outlined in the city's Personnel policy for Expense Reimbursement for city employees.
5. The city will not reimburse for alcoholic beverages, personal telephone calls, costs associated with the attendance of a family member, rental of luxury vehicles, alternate meal expenses instead of those included in the cost of registration, or recreational expenses such as golf or tennis.
6. The City's personnel policy for Air Travel Credits will regulate those credits.

7. If a seated council member does not file for re-election that member is not eligible to attend any out of state conferences, at city expense, from the time that filings for office close.
8. If a seated council member files for re-election but is not successful that council member would not be eligible to attend an out of state conference, at city expense, after the election. Previous out of state conference registrations would be offered to the newly elected individual(s) or another seated council member. Newly elected individuals will be encouraged to attend conferences, within budget limitations. If the newly elected or already seated council member chooses not to attend, all attendance arrangements shall be cancelled.
9. The annual budget shall regulate the out of state conferences attended.
10. Council members attending out-of-state conferences shall report to the full council, in either written or oral form, the results of the trip.
11. At year-end staff shall report to council the number of out of state trips taken by council.
12. Any out-of-state travel expenses not specifically addressed by this document will be guided by the City's personnel policies for city employees.
13. This policy may be amended as necessary at the discretion of the City Council.

Original adoption 9-20-05
Annually adopted