**SPECIAL CITY COUNCIL WORK SESSION**
**October 18, 2022**
**After the City Council Meeting that takes place at 7pm**
**Robbinsdale City Hall**
**4100 Lakeview Avenue North**

# A G E N D A

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

2. ROLL CALL: Selman, Backen, Webb, Mayor Blonigan

3. Discussion: Enterprise and Capital Project Fund Budgets and CIP for 2023-2032 (Attachment 1)

4. Discussion: Proposed Zoning Text Amendment for the sales and service of THC products (Attachments 2-4)

5. ADJOURNMENT

City of Robbinsdale

# City of Robbinsdale
# Work Session
# October 18, 2022

**Enterprise and Capital Project Fund Budgets and CIP for 2023-2032**

**Enterprise Fund Budgets**

- Proposed Rate Adjustments for 2023 – based on rate studies (dollar change based on 2022 estimated)
- Water:
  - Rates – 15.0%, ($543,521)
  - PFA Loan – Water Infrastructure Projects
  - Future Water Rates

- Sanitary Sewer:
  - Rates – 12.0% ($261,795)

- Storm Sewer
  - Rates – 20.0% ($274,419)
  - Significant projects upcoming

- Solid Waste
  - Rates – 4.0%, ($74,090)
  - Waste Management/Curbside 2022 Rates

- How do those rate increases affect the average home?
  - $7.76 increase on the average home using 4 units of water each month
  - 7 units average usage per residential home

- Liquor:
  - Steadying sales – will factor a 2% sales increase

- License Center:
  - Motor vehicle fees – based on September 2022 activity (represents "normal" activity)
  - Passports – estimated normal revenue prior to pandemic
  - Consistent staffing
  - Capital Project – remodel ($75,000)
    - Additional counter space

**Capital Improvement Funds**

- Park Improvement Fund
  - Projected Fund balance 12/31/2022: $954,783
  - Projected Fund balance 12/31/2023: $477,136
  - Future Projects
    - LVT Park Reconstruction
    - Triangle Park Reconstruction
    - Sanborn Park
    - Playground Equipment and Grants

- Street Reconstruction Fund and long-term options
  - Projected Fund balance 12/31/2022: $4,844,691
  - Projected Fund balance 12/31/2023: $4,482,066
  - Significant projects upcoming 2023-2023 Water Tower I will be completed in 2023)

- 10-year Capital Improvement Plan (2023-2032) and Fund Projections to be discussed on November 1st

BUDGET REPORT FOR ROBBINSDALE
Fund: 5010 PARK CAPITAL IMPROVEMENTS

| ACCOUNT CLASSIFICATION | 2020 ACTIVITY | 2021 ACTIVITY | 2022 AMENDED BUDGET | 2022 PROJECTED ACTIVITY | 2023 DEPT REQUESTED BUDGET |
|---|---|---|---|---|---|
| ESTIMATED REVENUES | | | | | |
| Dept 5010 - PARK CAPITAL IMPROVEMENTS | | | | | |
| INTERGOVERNMENTAL | | | 72,500.00 | | 75,000.00 |
| CHARGES FOR SERVICES | 35,114.33 | 35,824.71 | 32,976.06 | 41,328.55 | 31,852.72 |
| INVESTMENT INCOME | 43,097.47 | (3,536.98) | 10,000.00 | 10,000.00 | 10,000.00 |
| DONATIONS & GIFTS | 9,550.00 | | | 500.00 | |
| TRANSFER IN/PROCEEDS FOR DEBT ISS | 450,000.00 | 200,000.00 | 200,000.00 | 200,000.00 | 400,000.00 |
| Totals for dept 5010 - PARK CAP | 537,761.80 | 232,287.73 | 315,476.06 | 251,828.55 | 516,852.72 |
| TOTAL ESTIMATED REVENUES | 537,761.80 | 232,287.73 | 315,476.06 | 251,828.55 | 516,852.72 |
| APPROPRIATIONS | | | | | |
| Dept 5010 - PARK CAPITAL IMPROVEMENTS | | | | | |
| SUPPLIES | 12,188.14 | 17,733.28 | 6,000.00 | 465.00 | 6,500.00 |
| OTHER CHARGES & SERVICES | 12,860.76 | 7,199.17 | 8,945.00 | 6,365.00 | 10,500.00 |
| DEPRECIATION EXPENSE | | | | | |
| CAPITAL OUTLAY | 95,583.37 | 766,608.45 | 999,500.00 | 343,500.00 | 977,500.00 |
| TRANSFERS OUT | 1,202.72 | 22,640.34 | | | |
| Totals for dept 5010 - PARK CAP | 121,834.99 | 814,181.24 | 1,014,445.00 | 350,330.00 | 994,500.00 |
| TOTAL APPROPRIATIONS | 121,834.99 | 814,181.24 | 1,014,445.00 | 350,330.00 | 994,500.00 |
| NET OF REVENUES/APPROPRIATIONS - | 415,926.81 | (581,893.51) | (698,968.94) | (98,501.45) | (477,647.28) |
| BEGINNING FUND BALANCE | 1,219,251.42 | 1,635,178.23 | 1,053,284.72 | 1,053,284.72 | 954,783.27 |
| ENDING FUND BALANCE | 1,635,178.23 | 1,053,284.72 | 354,315.78 | 954,783.27 | 477,135.99 |

BUDGET REPORT FOR ROBBINSDALE
Fund: 5410 TRAFFIC/TRANSPORT IMPROVEMENTS

| ACCOUNT CLASSIFICATION | 2020 ACTIVITY | 2021 ACTIVITY | 2022 AMENDED BUDGET | 2022 PROJECTED ACTIVITY | 2023 DEPT REQUESTED BUDGET |
|---|---|---|---|---|---|
| ESTIMATED REVENUES | | | | | |
| TAXES | | | | | |
| SPECIAL ASSESSMENTS | 127,623.30 | 146,277.09 | 54,888.49 | 99,411.82 | 48,533.55 |
| NON BUSINESS LICENSES & PERMITS | 9,483.50 | 1,050.00 | 7,950.00 | 4,000.00 | 8,200.00 |
| INTERGOVERNMENTAL | 647,850.60 | 147,215.00 | 154,782.00 | 166,018.00 | 1,409,425.00 |
| CHARGES FOR SERVICES | 41,987.50 | 34,937.50 | 27,681.00 | 27,681.25 | 30,000.00 |
| FRANCHISE FEES | 379,481.31 | 421,264.19 | 403,720.00 | 462,233.00 | 486,956.00 |
| INVESTMENT INCOME | 174,418.18 | (13,372.63) | 50,000.00 | 10,000.00 | 10,000.00 |
| DONATIONS & GIFTS | 3,932.17 | 3,932.15 | | 4,000.00 | 4,100.00 |
| TRANSFER IN/PROCEEDS FOR DEBT ISS | 1,124,724.33 | 150,000.00 | 2,230,000.00 | 150,000.00 | 3,458,560.00 |
| TOTAL ESTIMATED REVENUES | 2,509,500.89 | 891,303.30 | 2,929,021.49 | 923,344.07 | 5,455,774.55 |
| APPROPRIATIONS | | | | | |
| SUPPLIES | | 6,659.41 | | | |
| OTHER CHARGES & SERVICES | 283,708.51 | 145,587.29 | 550,000.00 | 12,555.50 | 563,000.00 |
| UNK_EXP | | | | | |
| TRANSFERS OUT | 164,235.24 | 74,458.11 | 119,000.00 | 119,000.00 | 119,000.00 |
| CAPITAL OUTLAY | 491,142.30 | 1,865,950.07 | 5,087,000.00 | 1,369,794.00 | 5,136,400.00 |
| DEBT SERVICE | | | | | |
| TOTAL APPROPRIATIONS | 939,086.05 | 2,092,654.88 | 5,756,000.00 | 1,501,349.50 | 5,818,400.00 |
| NET OF REVENUES/APPROPRIATIONS - | 1,570,414.84 | (1,201,351.58) | (2,826,978.51) | (578,005.43) | (362,625.45) |
| BEGINNING FUND BALANCE | 5,053,633.34 | 6,624,048.18 | 5,422,696.60 | 5,422,696.60 | 4,844,691.17 |
| ENDING FUND BALANCE | 6,624,048.18 | 5,422,696.60 | 2,595,718.09 | 4,844,691.17 | 4,482,065.72 |

# BUDGET REPORT FOR ROBBINSDALE
Fund: 6000 WATER

| ACCOUNT CLASSIFICATION | 2020 ACTIVITY | 2021 ACTIVITY | 2022 AMENDED BUDGET | 2022 PROJECTED ACTIVITY | 2023 DEPT REQUESTED BUDGET |
|---|---|---|---|---|---|
| ESTIMATED REVENUES | | | | | |
| Dept 6001 - WATER REVENUE | | | | | |
| SPECIAL ASSESSMENTS | 25,884.24 | 20,001.00 | 25,468.00 | 10,000.00 | 30,000.00 |
| INTERGOVERNMENTAL | 1,886.19 | 3,582.31 | 14,300,000.00 | | |
| WATER UTILITY CHARGES | 2,138,849.70 | 3,435,121.72 | 3,923,433.00 | 3,668,437.00 | 3,856,233.00 |
| INVESTMENT INCOME | 130,249.13 | (10,957.46) | 83,550.00 | 80,000.00 | 82,000.00 |
| DONATIONS & GIFTS | 10,226.55 | 4,329.03 | 4,593.00 | 4,500.00 | 4,500.00 |
| TRANSFER IN/PROCEEDS FOR DEBT ISS | 4,024.34 | | 640,000.00 | 16,492,809.00 | 4,017,225.00 |
| Totals for dept 6001 - WATER RE | 2,311,120.15 | 3,452,076.60 | 18,977,044.00 | 20,255,746.00 | 7,989,958.00 |
| TOTAL ESTIMATED REVENUES | 2,311,120.15 | 3,452,076.60 | 18,977,044.00 | 20,255,746.00 | 7,989,958.00 |
| APPROPRIATIONS | | | | | |
| Dept 6005 - WATER UTILITY ADMINISTRATION | | | | | |
| PERSONAL SERVICES | 124,001.97 | 186,547.51 | 126,524.00 | 217,807.00 | 140,418.00 |
| OTHER CHARGES | 2,882.00 | (719.00) | | | |
| SUPPLIES | 3,644.86 | 947.33 | 6,200.00 | 2,050.00 | 4,030.00 |
| OTHER CHARGES & SERVICES | 372,884.83 | 378,541.15 | 363,597.39 | 362,735.00 | 376,351.85 |
| Totals for dept 6005 - WATER UT | 503,413.66 | 565,316.99 | 496,321.39 | 582,592.00 | 520,799.85 |
| Dept 6010 - WATER UTILITY DISTRIBUTION SYS | | | | | |
| PERSONAL SERVICES | 134,439.18 | 153,519.63 | 132,208.00 | 101,159.00 | 140,445.00 |
| SUPPLIES | 32,347.97 | 35,287.64 | 49,100.00 | 33,050.00 | 52,391.00 |
| OTHER CHARGES & SERVICES | 148,979.38 | 136,690.67 | 180,977.00 | 143,627.00 | 165,956.50 |
| Totals for dept 6010 - WATER UT | 315,766.53 | 325,497.94 | 362,285.00 | 277,836.00 | 358,792.50 |
| Dept 6020 - WATER UTILITY WELL & PLANT MAI | | | | | |
| PERSONAL SERVICES | 62,949.98 | 43,146.96 | 73,284.00 | 47,596.00 | 78,457.00 |
| SUPPLIES | 26,093.10 | 26,731.63 | 43,810.00 | 68,050.00 | 83,808.50 |
| OTHER CHARGES & SERVICES | 130,974.40 | 148,871.66 | 168,272.00 | 153,097.00 | 190,425.00 |
| Totals for dept 6020 - WATER UT | 220,017.48 | 218,750.25 | 285,366.00 | 268,743.00 | 352,690.50 |
| Dept 6025 - WATER UTILITY CAPITAL IMPROVE | | | | | |
| OTHER CHARGES & SERVICES | 344.41 | 588.02 | | 475,800.00 | |
| DEPRECIATION EXPENSE | 166,536.51 | 169,964.45 | 225,000.00 | 225,000.00 | 1,000,000.00 |
| CAPITAL OUTLAY | (113,065.48) | (85,815.74) | 1,944,500.00 | 522,809.00 | 2,017,225.00 |
| DEBT SERVICE | 134,891.51 | 115,534.39 | 2,915,944.00 | 3,083,211.00 | 3,083,688.00 |
| TRANSFERS OUT | 118,048.09 | 87,739.17 | 65,000.00 | 65,000.00 | 65,000.00 |
| Totals for dept 6025 - WATER UT | 306,755.04 | 288,010.29 | 5,150,444.00 | 4,371,820.00 | 6,165,913.00 |
| Dept 6030 - WATER INFRASTRUCTURE - PFA | | | | | |
| OTHER CHARGES & SERVICES | | | | 650.00 | 660.00 |
| CAPITAL OUTLAY | (4,982.61) | | 14,026,300.00 | 13,970,000.00 | 2,000,000.00 |
| DEBT SERVICE | | 69,402.89 | | 272,000.00 | |
| Totals for dept 6030 - WATER IN | (4,982.61) | 69,402.89 | 14,026,300.00 | 14,242,650.00 | 2,000,660.00 |
| TOTAL APPROPRIATIONS | 1,340,970.10 | 1,466,978.36 | 20,320,716.39 | 19,743,641.00 | 9,398,855.85 |
| NET OF REVENUES/APPROPRIATIONS - | 970,150.05 | 1,985,098.24 | (1,343,672.39) | 512,105.00 | (1,408,897.85) |
| BEGINNING FUND BALANCE | 12,351,532.26 | 12,979,136.11 | 14,964,234.35 | 14,964,234.35 | 15,476,339.35 |
| FUND BALANCE ADJUSTMENTS | (342,546.20) | | | | |
| ENDING FUND BALANCE | 12,979,136.11 | 14,964,234.35 | 13,620,561.96 | 15,476,339.35 | 14,067,441.50 |

BUDGET REPORT FOR ROBBINSDALE
Fund: 6100 SANITARY SEWER

| ACCOUNT CLASSIFICATION | 2020 ACTIVITY | 2021 ACTIVITY | 2022 AMENDED BUDGET | 2022 PROJECTED ACTIVITY | 2023 DEPT REQUESTED BUDGET |
|---|---|---|---|---|---|
| ESTIMATED REVENUES | | | | | |
| Dept 6101 - SANITARY SEWER REVENUE | | | | | |
| INTERGOVERNMENTAL | 247.00 | 178.00 | | | |
| CHARGES FOR SERVICES | 2,434,694.31 | 2,699,188.87 | 2,848,275.00 | 2,623,821.41 | 2,886,321.00 |
| INVESTMENT INCOME | 39,927.42 | (2,792.58) | 12,000.00 | 21,500.00 | 22,000.00 |
| DONATIONS & GIFTS | 1,472.54 | 3,552.47 | 2,876.00 | 7,500.00 | 5,000.00 |
| TRANSFER IN/PROCEEDS FOR DEBT ISS | | | 340,000.00 | | 1,103,000.00 |
| Totals for dept 6101 - SANITARY | 2,476,341.27 | 2,700,126.76 | 3,203,151.00 | 2,652,821.41 | 4,016,321.00 |
| TOTAL ESTIMATED REVENUES | 2,476,341.27 | 2,700,126.76 | 3,203,151.00 | 2,652,821.41 | 4,016,321.00 |
| APPROPRIATIONS | | | | | |
| Dept 6105 - SANITARY SEWER ADMINISTRATION | | | | | |
| PERSONAL SERVICES | 81,787.04 | 88,314.35 | 123,098.00 | 94,722.04 | 124,835.00 |
| OTHER CHARGES | 15,087.46 | 612.82 | | 25.00 | |
| SUPPLIES | 3,061.84 | 2,918.85 | 2,680.00 | 2,450.00 | 2,719.00 |
| OTHER CHARGES & SERVICES | 374,985.52 | 342,563.84 | 355,863.00 | 365,738.00 | 371,334.00 |
| Totals for dept 6105 - SANITARY | 474,921.86 | 434,409.86 | 481,641.00 | 462,935.04 | 498,888.00 |
| Dept 6110 - SAN SEWER LIFT STATION MA | | | | | |
| PERSONAL SERVICES | 16,075.21 | 10,608.41 | 20,679.00 | 18,831.00 | 22,082.00 |
| SUPPLIES | 2,690.84 | 1,583.13 | 38,800.00 | 38,800.00 | 37,500.00 |
| OTHER CHARGES & SERVICES | 40,417.12 | 42,570.91 | 46,927.00 | 32,157.00 | 48,594.00 |
| Totals for dept 6110 - SAN SEWE | 59,183.17 | 54,762.45 | 106,406.00 | 89,788.00 | 108,176.00 |
| Dept 6115 - SAN SEWER MAINTENANCE | | | | | |
| PERSONAL SERVICES | 35,328.26 | 29,484.86 | 46,479.00 | 42,236.00 | 49,584.00 |
| SUPPLIES | 1,689.26 | 2,183.33 | 14,600.00 | 4,200.00 | 10,450.00 |
| OTHER CHARGES & SERVICES | 969,327.64 | 933,653.77 | 973,022.00 | 1,010,841.00 | 1,034,672.00 |
| Totals for dept 6115 - SAN SEWE | 1,006,345.16 | 965,321.96 | 1,034,101.00 | 1,057,277.00 | 1,094,706.00 |
| Dept 6120 - SAN SEWER CAPITAL IMPROVEMENTS | | | | | |
| OTHER CHARGES & SERVICES | 8,777.39 | 704.97 | | | |
| DEPRECIATION EXPENSE | 238,089.24 | 234,962.96 | 250,000.00 | 250,000.00 | 250,000.00 |
| CAPITAL OUTLAY | (13,096.38) | (19,135.28) | 708,500.00 | 202,100.00 | 743,925.00 |
| DEBT SERVICE | 61,431.33 | 54,733.31 | 581,100.00 | 581,100.00 | 550,643.00 |
| TRANSFERS OUT | 13,096.38 | 19,135.28 | 16,000.00 | 16,000.00 | 16,000.00 |
| Totals for dept 6120 - SAN SEWE | 308,297.96 | 290,401.24 | 1,555,600.00 | 1,049,200.00 | 1,560,568.00 |
| TOTAL APPROPRIATIONS | 1,848,748.15 | 1,744,895.51 | 3,177,748.00 | 2,659,200.04 | 3,262,338.00 |
| NET OF REVENUES/APPROPRIATIONS - | 627,593.12 | 955,231.25 | 25,403.00 | (6,378.63) | 753,983.00 |
| BEGINNING FUND BALANCE | 8,486,890.12 | 9,191,501.06 | 10,146,732.31 | 10,146,732.31 | 10,140,353.68 |
| FUND BALANCE ADJUSTMENTS | 77,017.82 | | | | |
| ENDING FUND BALANCE | 9,191,501.06 | 10,146,732.31 | 10,172,135.31 | 10,140,353.68 | 10,894,336.68 |

# BUDGET REPORT FOR ROBBINSDALE
Fund: 6200 STORM SEWER

| ACCOUNT CLASSIFICATION | 2020 ACTIVITY | 2021 ACTIVITY | 2022 AMENDED BUDGET | 2022 PROJECTED ACTIVITY | 2023 DEPT REQUESTED BUDGET |
|---|---|---|---|---|---|
| ESTIMATED REVENUES | | | | | |
| Dept 6201 - STORM SEWER REVENUE | | | | | |
| INTERGOVERNMENTAL | 14,528.66 | 3,089.00 | | | |
| CHARGES FOR SERVICES | 1,344,510.23 | 1,542,693.72 | 1,703,864.00 | 1,549,050.00 | 1,823,469.00 |
| INVESTMENT INCOME | 23,916.74 | (1,446.21) | 10,300.00 | 10,500.00 | 10,500.00 |
| TRANSFER IN/PROCEEDS FOR DEBT ISS | 724.60 | | 340,000.00 | | 645,000.00 |
| Totals for dept 6201 - STORM SE | 1,383,680.23 | 1,544,336.51 | 2,054,164.00 | 1,559,550.00 | 2,478,969.00 |
| TOTAL ESTIMATED REVENUES | 1,383,680.23 | 1,544,336.51 | 2,054,164.00 | 1,559,550.00 | 2,478,969.00 |
| APPROPRIATIONS | | | | | |
| Dept 6205 - STORM SEWER ADMINISTRATION | | | | | |
| PERSONAL SERVICES | 76,488.02 | 76,078.07 | 88,234.00 | 63,270.00 | 85,911.00 |
| OTHER CHARGES | 5,615.00 | (3,071.00) | | | |
| SUPPLIES | 255.45 | | | 203.00 | 300.00 |
| OTHER CHARGES & SERVICES | 236,504.93 | 183,064.47 | 233,338.00 | 231,513.00 | 246,341.00 |
| Totals for dept 6205 - STORM SE | 318,863.40 | 256,071.54 | 321,572.00 | 294,986.00 | 332,552.00 |
| Dept 6210 - STORM SEWER MAINTENANCE | | | | | |
| PERSONAL SERVICES | 24,515.76 | 13,871.78 | 32,833.00 | 30,636.00 | 35,636.00 |
| SUPPLIES | 13,598.74 | 5,211.83 | 28,250.00 | 4,100.00 | 18,900.00 |
| OTHER CHARGES & SERVICES | 37,725.68 | 54,411.05 | 74,126.00 | 71,826.00 | 85,290.00 |
| Totals for dept 6210 - STORM SE | 75,840.18 | 73,494.66 | 135,209.00 | 106,562.00 | 139,826.00 |
| Dept 6212 - STORM SEWER FLOCCULATION PLANT | | | | | |
| PERSONAL SERVICES | 11,388.05 | 11,015.18 | 14,297.00 | 12,534.00 | 14,064.00 |
| SUPPLIES | 86,138.00 | 85,599.99 | 104,400.00 | 104,400.00 | 108,500.00 |
| OTHER CHARGES & SERVICES | 22,828.55 | 33,720.66 | 27,800.00 | 19,900.00 | 29,100.00 |
| Totals for dept 6212 - STORM SE | 120,354.60 | 130,335.83 | 146,497.00 | 136,834.00 | 151,664.00 |
| Dept 6215 - STORM SEWER STREET SWEEP | | | | | |
| PERSONAL SERVICES | 50,378.69 | 55,517.35 | 46,523.00 | 46,523.00 | 48,361.00 |
| OTHER CHARGES & SERVICES | 76,490.63 | 65,508.49 | 87,151.00 | 82,227.00 | 87,101.00 |
| Totals for dept 6215 - STORM SE | 126,869.32 | 121,025.84 | 133,674.00 | 128,750.00 | 135,462.00 |
| Dept 6220 - STORM SEWER CAP IMPROVEMENTS | | | | | |
| SUPPLIES | 7,419.70 | | | | |
| OTHER CHARGES & SERVICES | 26,211.38 | 692.11 | | 2,030.00 | |
| DEPRECIATION EXPENSE | 185,070.52 | 189,629.96 | 400,000.00 | 400,000.00 | 400,000.00 |
| CAPITAL OUTLAY | (47,478.76) | (41,066.03) | 690,500.00 | | |
| DEBT SERVICE | 85,463.17 | 98,153.03 | 499,700.00 | 500,100.00 | 525,644.00 |
| TRANSFERS OUT | 47,733.34 | 41,605.98 | 25,000.00 | 25,000.00 | 25,000.00 |
| Totals for dept 6220 - STORM SE | 304,419.35 | 289,015.05 | 1,615,200.00 | 927,130.00 | 950,644.00 |
| TOTAL APPROPRIATIONS | 946,346.85 | 869,942.92 | 2,352,152.00 | 1,594,262.00 | 1,710,148.00 |
| NET OF REVENUES/APPROPRIATIONS - | 437,333.38 | 674,393.59 | (297,988.00) | (34,712.00) | 768,821.00 |
| BEGINNING FUND BALANCE | 7,751,056.27 | 8,188,389.65 | 8,862,783.24 | 8,862,783.24 | 8,828,071.24 |
| ENDING FUND BALANCE | 8,188,389.65 | 8,862,783.24 | 8,564,795.24 | 8,828,071.24 | 9,596,892.24 |

# BUDGET REPORT FOR ROBBINSDALE
Fund: 6300 SOLID WASTE

| ACCOUNT CLASSIFICATION | 2020 ACTIVITY | 2021 ACTIVITY | 2022 AMENDED BUDGET | 2022 PROJECTED ACTIVITY | 2023 DEPT REQUESTED BUDGET |
|---|---|---|---|---|---|
| ESTIMATED REVENUES | | | | | |
| Dept 6301 - SOLID WASTE REVENUE | | | | | |
| INTERGOVERNMENTAL | 36,547.60 | 35,006.78 | 31,188.00 | 33,338.00 | 35,000.00 |
| CHARGES FOR SERVICES | 1,980,403.00 | 2,087,739.15 | 2,119,581.00 | 2,121,056.00 | 2,202,246.00 |
| FINES AND & FORFEITURES | | 25,500.40 | | | |
| INVESTMENT INCOME | 109,866.28 | (8,340.24) | 10,000.00 | | |
| DONATIONS & GIFTS | 1,350.00 | 2,100.00 | 1,557.00 | 1,700.00 | 1,750.00 |
| Totals for dept 6301 - SOLID WA | 2,128,166.88 | 2,142,006.09 | 2,162,326.00 | 2,156,094.00 | 2,238,996.00 |
| TOTAL ESTIMATED REVENUES | 2,128,166.88 | 2,142,006.09 | 2,162,326.00 | 2,156,094.00 | 2,238,996.00 |
| APPROPRIATIONS | | | | | |
| Dept 6305 - SOLID WASTE OPERATIONS | | | | | |
| SUPPLIES | 1,605.58 | | | 2,000.00 | |
| OTHER CHARGES & SERVICES | 1,692,428.41 | 1,795,173.44 | 1,878,279.00 | 1,725,386.00 | 1,951,389.00 |
| TRANSFERS OUT | 200,000.00 | 200,000.00 | 200,000.00 | 200,000.00 | 200,000.00 |
| Totals for dept 6305 - SOLID WA | 1,894,033.99 | 1,995,173.44 | 2,078,279.00 | 1,927,386.00 | 2,151,389.00 |
| TOTAL APPROPRIATIONS | 1,894,033.99 | 1,995,173.44 | 2,078,279.00 | 1,927,386.00 | 2,151,389.00 |
| NET OF REVENUES/APPROPRIATIONS - | 234,132.89 | 146,832.65 | 84,047.00 | 228,708.00 | 87,607.00 |
| BEGINNING FUND BALANCE | 3,323,504.56 | 3,557,637.45 | 3,704,470.10 | 3,704,470.10 | 3,933,178.10 |
| ENDING FUND BALANCE | 3,557,637.45 | 3,704,470.10 | 3,788,517.10 | 3,933,178.10 | 4,020,785.10 |

BUDGET REPORT FOR ROBBINSDALE
Fund: 6400 LIQUOR OPERATIONS



| ACCOUNT CLASSIFICATION | 2020 ACTIVITY | 2021 ACTIVITY | 2022 AMENDED BUDGET | 2022 PROJECTED ACTIVITY | 2023 DEPT REQUESTED BUDGET |
|---|---|---|---|---|---|
| ESTIMATED REVENUES | | | | | |
| Dept 6401 - LIQUOR OPERATIONS REVENUE | | | | | |
| INTERGOVERNMENTAL | 854.00 | 577.00 | | | |
| CHARGES FOR SERVICES | 3,898,722.84 | 4,176,299.36 | 4,266,950.00 | 4,248,744.00 | 4,419,533.00 |
| INVESTMENT INCOME | 26,271.42 | (3,277.40) | 10,000.00 | | 8,000.00 |
| DONATIONS & GIFTS | 1,193.16 | 816.75 | 1,800.00 | 600.00 | 1,700.00 |
| TRANSFER IN/PROCEEDS FOR DEBT ISS | 9,330.11 | | | | |
| Totals for dept 6401 - LIQUOR O | 3,936,371.53 | 4,174,415.71 | 4,278,750.00 | 4,249,344.00 | 4,429,233.00 |
| TOTAL ESTIMATED REVENUES | 3,936,371.53 | 4,174,415.71 | 4,278,750.00 | 4,249,344.00 | 4,429,233.00 |
| APPROPRIATIONS | | | | | |
| Dept 6405 - LIQUOR OPERATIONS | | | | | |
| PERSONAL SERVICES | 529,728.92 | 549,516.01 | 600,635.00 | 604,132.17 | 831,057.00 |
| OTHER CHARGES | (35,026.00) | (16,950.00) | | | |
| SUPPLIES | 27,658.02 | 19,262.41 | 22,084.00 | 18,950.00 | 19,730.00 |
| OTHER CHARGES & SERVICES | 402,292.23 | 436,312.38 | 417,321.00 | 427,755.00 | 436,047.00 |
| DEPRECIATION EXPENSE | 14,239.45 | 14,239.44 | 12,500.00 | 12,500.00 | 14,500.00 |
| COST OF GOODS SOLD | 2,799,566.63 | 3,026,100.42 | 3,088,906.00 | 3,007,796.00 | 2,869,206.00 |
| TRANSFERS OUT | 200,000.00 | 200,000.00 | 200,000.00 | 200,000.00 | 200,000.00 |
| Totals for dept 6405 - LIQUOR O | 3,938,459.25 | 4,228,480.66 | 4,341,446.00 | 4,271,133.17 | 4,370,540.00 |
| Dept 6410 - LIQUOR STORE IMPROVEMENTS | | | | | |
| SUPPLIES | | 684.94 | | | |
| Totals for dept 6410 - LIQUOR S | | 684.94 | | | |
| TOTAL APPROPRIATIONS | 3,938,459.25 | 4,229,165.60 | 4,341,446.00 | 4,271,133.17 | 4,370,540.00 |
| NET OF REVENUES/APPROPRIATIONS - | (2,087.72) | (54,749.89) | (62,696.00) | (21,789.17) | 58,693.00 |
| BEGINNING FUND BALANCE | 725,743.28 | 723,655.56 | 668,905.67 | 668,905.67 | 647,116.50 |
| ENDING FUND BALANCE | 723,655.56 | 668,905.67 | 606,209.67 | 647,116.50 | 705,809.50 |

**To:** **Mayor, City Council**

**From:** **Rick Pearson, Community Development Coordinator**

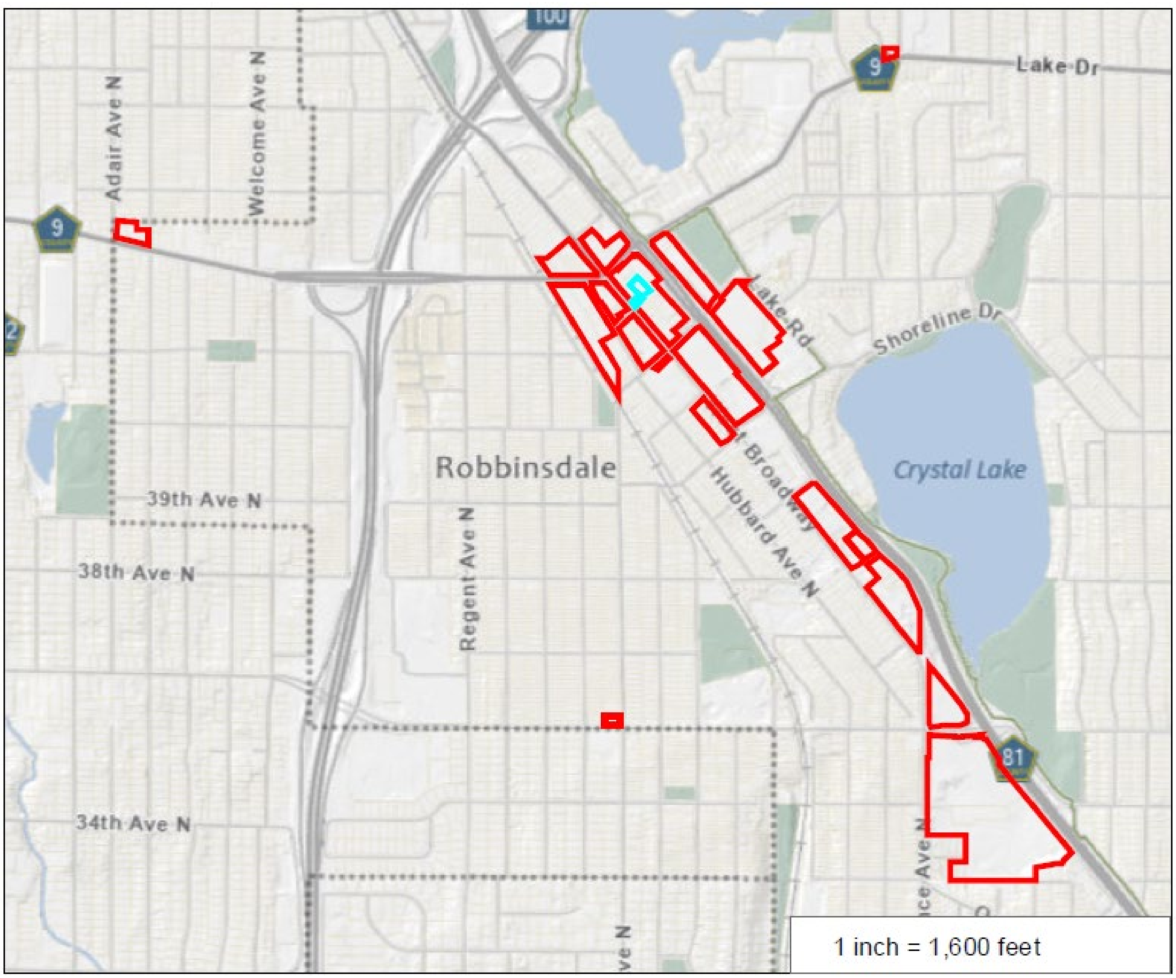
**Date:** **October 11, 2022**

**Re:** **Proposed Zoning Text Amendment for the sales and service of THC products.**

Staff is moving forward with a draft zoning text amendment with the benefit of Council direction provided at the August 10 worksession. A Planning Commission public hearing has been scheduled for October 27 for the text amendment. Assuming the Planning Commission adopts a recommendation after the public hearing, the Text amendment could be placed on a Council agenda in November.

Staff found examples of language in the Golden Valley and Stillwater ordinances with the most useful coming from Golden Valley. THC products as allowed by State Statutes will be permitted retail and restaurant service uses in the B-2, Limited Community and DD-1, Downtown districts. As the Council knows, Robbinsdale's zoning is cumulative in this instance meaning that those products are also allowed in the B-3 and B-4 districts. The ordinance will refer to licensing requirements that will be defined prior to the second reading and adoption of the ordinance.

The map shown below illustrates the properties affected by the proposed ordinance.



**Draft Zoning Language**

**505.09. Definitions**

**Subd. 119. "THC or Cannabinoid Products" means any product that contains more than trace amounts of tetrahydrocannabinol and that meets the requirements to be sold for human or animal consumption under Minnesota Statutes, section 151.72, as may be amended from time to time. Licensed product does not include medical cannabis as defined in Minnesota Statutes, section 152.22, subdivision 6, as may be amended from time to time.**

**520.03. B-2 limited commercial district**

**(x) retail and restaurant establishments that sell THC products, as defined in City Code subject to licensing requirements of Section_12XX.XX of the City Code.**

**521.01. DD-1 – downtown district**

**Subd. 2. Permitted uses**

(a) retail including, but not limited to, the sale of hardware, paint and wallpaper, meat market, bakery, grocery food items, gifts, flowers, drug store/pharmacy, books, hobby supplies, jewelry, antiques, new wearing apparel, pets and pet supplies, marine tropical fish sales and service, **THC products, as defined in City Code subject to licensing requirements of Section_12XX.XX of the City Code** and craft shops making articles exclusively for sale at retail on the premises.

(c) food retail services including, but not limited to, restaurant, delicatessen, coffee shop, ice cream shop, **THC products, as defined in City Code subject to licensing requirements of Section_12XX.XX of the City Code,** and convenience food establishment, excluding those establishments that provide drive-through window service.

**Recommended Licensing Language**

**xxxx.xx License Required**
No person shall directly, by coin machine, or otherwise, keep for retail sale, sell at retail, or otherwise furnishing, any Cannabinoid Products at any place in the city unless they have obtained a license.

The total number of Cannabinoid Products licenses issued by the city shall be limited (**will there be limitations?)** The total number of Cannabinoid Products Dealer licenses shall be limited (**???**). Establishments or locations holding licenses on the effective date of this ordinance shall not be affected by these limitations subject to conditions under which a license would be revoked.

**xxxx.xx Application and Issuance**
Application for such license shall be made to the city clerk and shall state the full name and address of the applicant, the location of the building to be occupied by the applicant in the conduct of the business, the kind of business to be conducted, and such other information as the city clerk may require. The application shall be presented to the city council for its consideration, and if granted by the council, a license will be issued by the city clerk upon payment of the required fee.

**xxxx.xx Basis for denial of license.**
(a) Grounds for denying the issuance or renewal of a license include, but are not limited to, the following:
(1) The applicant is under 21 years of age.
(2) The applicant has been convicted within the past five years of any violation of a federal, state, or local law, ordinance provision, or other regulation relating to licensed products.
(3) The applicant has had a license to sell licensed products suspended or revoked within the preceding 12 months of the date of application.
(4) The applicant fails to provide any information required on the application, or provides false or misleading information.
(5) The applicant is prohibited by federal, state, or other local law, ordinance, or other regulation from holding a license.
(6) Applicant is acting as an agent or pass through for another person or entity whose prior acts violated subsections (a) 1, 2, 3, or 4 above or who is otherwise prohibited from holding a license under any applicable rule or law.
(b) However, except as may otherwise be provided by law, the existence of any particular ground for denial does not mean that the city must deny the license.
(c) If a license is mistakenly issued or renewed to a person, it may be revoked upon the discovery that the person was ineligible for the license under this ordinance. Notice of the revocation will be given to the person along with information on the right to appeal.

**xxxx.xx License fee.**
The fee for a license is set by Appendix B.(**Would need to be amended)**

**xxxx.xx Term**

The issuance of license is a privilege and does not entitle the holder to an automatic renewal of the license. Licenses expire annually on December 31. Licenses are not transferable. License renewal is subject to the license provisions described in section 1005 Licensing Procedures.

**xxxx.xx License displayed**

The license must be kept conspicuously posted on the premises for which the license is issued and must be exhibited to any person upon request.

**xxxx.xx Location**

(a) A license will not be issued to a movable place of business. Only fixed-location businesses are eligible to be licensed and separate licenses are required for each location.

Zoning: Cannabinoid Products Shops must be located in **B-2, Limited Community Business, B-3 Highway commercial, B-4, Community business or DD-1, Downtown districts**

**1132.15. Prohibited acts.**

(a) In general.

(1) No person shall sell or offer to sell any licensed product:

(i) By means of any type of vending machine.

(ii) By means of self-service merchandising.

(iii) By any other means, to any other person, on in any other manner or form prohibited by state or other local law, ordinance provision, or other regulation.

(2) No person shall sell or offer for sale a product containing THC that does not meet all the requirements of Minnesota Statutes, section 151.72, subdivision 3.

(b) Legal Age. No person shall sell any licensed product to any person under the age of 21.

(1) Age verification. Licensees shall verify by means of government issued photographic identification that the purchaser is at least 21 years of age. Verification is not required for a person over the age of 30. That the person appeared to be 30 years of age or older does not constitute a defense to a violation of this subsection.

(2) Signage. Notice of the legal sales age and age verification requirement must be posted prominently and in plain view at all times at each location where licensed products are offered for sale. The required signage, which will be provided to the licensee by the City, must be posted in a manner that is clearly visible to anyone who is or is considering making a purchase.

(c) Samples Prohibited. No person shall distribute samples of any licensed product free of charge or at a nominal cost.

**xxxx.xx Other illegal acts.**

(a) Illegal procurement.

It shall be a violation of this section for any person 21 years of age or older to purchase or otherwise obtain licensed products on behalf of a person under the age of 21.

(b) Use of false identification.

It shall be a violation of this section for any person to attempt to disguise their true age by the use of a false form of identification, whether the identification is that of another person or one on which the age of the person has been modified or tampered with to represent an age older than the actual age of the person.

(c) Storage.

All licensed products shall either be stored behind a counter or other area not freely accessible to customers, or in a case or other storage unit not left open and accessible to the general public.

xxxx.xx **Responsibility**.

All licensees are responsible for the actions of their employees in regard to the sale, offer to sell, and furnishing of licensed products on the licensed premises. The sale, offer to sell, or furnishing of any licensed product by an employee shall be considered an act of the licensee. Nothing in this section shall be construed as prohibiting the City from also subjecting the employee to any civil penalties that the City deems to be appropriate under this ordinance, state or federal law, or other applicable law or regulation.

xxxx.xx **Compliance Checks and Inspections.**

All premises licensed under this subdivision shall be open to inspection by the City during regular business hours. From time to time, but at least once per year, the City shall conduct compliance checks.

No person used in compliance checks shall attempt to use a false identification misrepresenting their age. All persons lawfully engaged in a compliance check shall answer all questions about their age asked by the licensee or their employee, and produce any identification, if any exists, for which they are asked. The City will conduct a compliance check that involves the participation of a person at least 18 years of age, but under the age of 21 to enter the licensed premises to attempt to purchase the licensed products. Persons used for the purpose of compliance checks shall be supervised by law enforcement or other designated personnel. Nothing in this article shall prohibit compliance checks authorized by state or federal laws for educational, research, or training purposes, or required for the enforcement of a particular State or Federal law.

Additionally, from time to time, the City will conduct inspections to determine compliance with any or all other aspects of this ordinance.

xxxx.xx **Violations and Penalty**

(a) Administrative Civil Penalties—Individuals. If a person who is not a licensee is found to have violated this article, the person shall be charged an administrative penalty as follows:

(1) First Violation. The Council shall impose a civil fine not to exceed $50.00.

(2) Second Violation Within 12 months. The Council shall impose a civil fine not to exceed $100.00.

(3) Third Violation Within 12 months. The Council shall impose a civil fine not to exceed $150.00.

(b) Same—Licensee. If a licensee or an employee of a licensee is found to have violated this article, the licensee shall be charged an administrative penalty as follows:

(1) First Violation. The Council shall impose a civil fine of $500.00 and suspend the license for not less than 1 day.

(2) Second Violation Within 36 Months. The Council shall impose a civil fine of $1,000.00 and suspend the license for not less than 3 consecutive days.

(3) Third Violation Within 36 Months. The Council shall impose a civil fine of $2,000.00 and suspend the license for not less than 10 consecutive days.

(4) Fourth Violation Within 36 Months. The Council shall revoke the license for at least one year.

(c) Administrative Penalty Procedures. Notwithstanding anything to the contrary in this section:

(1) Any of the administrative civil penalties set forth in this section that may be imposed by the Council, may in the alternative be imposed by an administrative citation

(2) If one of the foregoing penalties is imposed by an action of the Council, no penalty shall take effect until the licensee or person has received notice (served personally or by mail) of the alleged violation and of the opportunity for a hearing before the Council, and such notice must be in writing and must provide that a right to a hearing before the Council must be requested within 10 business days of receipt of the notice or such right shall terminate.

(d) Misdemeanor Prosecution. Nothing in this section shall prohibit the City from seeking prosecution as a misdemeanor for any alleged violation of this article.

xxxx.xx **Severability**

If any section or provision of this ordinance is held invalid, such invalidity will not affect other sections or provisions that can be given force and effect without the invalidated section or provision.

xxxx.xx **Effective Date**

This ordinance becomes effective upon passage and publication.