ROBBINSDALE CITY COUNCIL
WORK SESSION MINUTES
TUESDAY, DECEMBER 5, 2017
COMMUNITY MEETING ROOM
6:45 P.M. CITY HALL

1. The work session was called to order by Mayor Pro Tem Blonigan 6:45 p.m.

2. Councilmembers Present: Rogan, Selman, Backen (6:51 pm), Mayor Murphy, Mayor Pro Tem Blonigan

   Staff Present: Marcia Glick, City Manager; John Tingley, Assistant to City Manager

REVIEW: Preliminary Site Plan Updates – Birdtown Flats

3. Glick showed the updated site plan and front elevation to Council.

4. Council agreed that these plans are an improvement over the originals.

5. Member Blonigan noted that the house directly to the north of the original proposal on Lakeland Avenue has agreed to sell to the developer, allowing more green space for the development.

6. Glick discussed the next steps including the December 12th REDA meeting where the Economic Development Authority will be asked to initiate the process for consideration of Tax-Increment Financing for the project. Glick also noted the different channels of funding the developer could seek to bridge the gap.

7. Mayor Murphy stated he likes the improvements but would like to see a more creative design and color scheme that stands out.

ADJOURNMENT

8. Mayor pro-tem Blonigan adjourned the work session at 6:58 p.m.

John Tingley, Recorder

William A. Blonigan, Mayor Pro Tem

City of Robbinsdale
CITY COUNCIL MINUTES
December 19, 2017
Meeting No. 24

CALL TO ORDER

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

ROLL CALL

2. Present: Blonigan, Rogan (7:04 p.m.), Selman, Backen, Mayor Murphy
   Staff: Marcia Glick, City Manager; Tom Marshall, City Clerk; Larry Jacobson, Finance Director; Richard McCoy, City Engineer; John Tingley, Assistant to City Manager.

OPPORTUNITY FOR THE PUBLIC

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

APPROVAL OF AGENDA

4. Glick noted the additions of an email from a resident regarding Public Hearing item A.

5. Member Selman **MOVED,** seconded by Member Backen to approve the agenda with the additions as noted above. **Ayes: Selman, Backen, Blonigan, Mayor Murphy. Nay: None. Rogan Absent. The motion carried.**

CONSENT AGENDA

6. Member Selman **MOVED,** seconded by Member Backen to approve the Consent Agenda. **Ayes: Selman, Backen, Blonigan, Mayor Murphy. Nay: None. Rogan Absent. The motion carried.**

7. Items approved are as follows:
   A. Motion to approve and order placed on file minutes of the City Council meeting on 12/05/17 and two City Council Work Sessions on 12/05/17.

   B. Motion to acknowledge receipt and placing on file minutes for the following Commissions and Boards:
      - Senior Commission minutes of October 2, 2017
      - Human Rights Commission minutes of October 11, 2017

   C. Motion to approve issuance of licenses from list dated 12/19/2017.

   D. Motion to waive the reading and order the adoption of Resolution No. 7610,"A RESOLUTION RECOMMENDING TO THE CHIEF JUDGE OF THE HENNEPIN COUNTY DISTRICT COURT APPOINTMENT OF

TWO QUALIFIED VOTERS OF THE CITY OF ROBBINSDALE TO THE ROBBINSDALE CHARTER COMMISSION."

E. Motion to hold the SECOND READING of Ordinance No. 17-15,"AN ORDINANCE AMENDING SECTION 425 OF THE CITY CODE TO UPDATE YARD COVER."

F. Motion to authorize the Mayor and City Manager to enter into a contract with Nick's Tree Service of Corcoran, MN for Public and Private Tree Removal at an estimated cost of $59,159.78, for ROW Tree Clearance at a rate of $55.00 per hour per person, and Stump Grinding at a rate of $2.50 per base diameter inch in the City of Robbinsdale for the two year period commencing January 1st, 2018.

G. Motion to authorize the City Manager and Finance Director to issue a Purchase Order to Motorola Solution for the purchase of 30 portable radios and encryption upgrades for squad radios for police department personnel in the amount of $144,354.38.

H. Motion to approve the November 2017 payment for City credit card charges.

<u>PUBLIC HEARING A: Revisions to Site Plan for 3700, 3704, 3708 and 3710 West Broadway and 3735, 3739 and 3743 Lakeland Avenue North. Preliminary Plat Subd. 17-1 for Consolidation of 7 Properties into 2. Planned Unit Development (CUP) C17-2 for a 152-unit Multi-Family Building.</u>

8. Pearson reviewed the staff report.

9. Member Rogan arrived at 7:04 p.m.

10. Member Blonigan inquired about the Metropolitan Council's guidelines for dwelling units per acre for transit-oriented development projects.

11. Pearson stated that this project is just over the guideline from the Metropolitan Council.

12. Member Rogan asked about the amount of increased green space in the revised plan.

13. Pearson stated the amount of green space ratio did increase but is still below the city guideline of 300 square feet of green space per dwelling unit.

14. Mayor Murphy asked about the future of the crosswalks and sidewalk near Citizens Independent Bank.

15. Pearson stated that the crosswalk will likely be removed north of Citizens Independent Bank. The driveways to the project are being bumped, and could theoretically create an opportunity to place a crosswalk. It is expected that the developer will replace the sidewalk during the project.

16. Member Blonigan gave suggested edits to the third whereas clause of the resolution regarding the preliminary plat. He also suggested that people will create a crosswalk on their own and that the city will need to be mindful of that during engineering.

17. Mayor Murphy stated that the Council in the future will need to have a discussion on what the corridor of West Broadway should look like in the long run.

18. Mayor Murphy opened the public hearing. No one chose to speak.

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

20. Bill Beard, 750 2nd St. NE, Hopkins: He stated that some of the brick sidewalk would probably be lost during construction due to damage but is willing to work with council on the look of the streetscape and save the current sidewalk bricks.

21. Member Selman asked about a portion of the plat next to Citizens Independent Bank.

22. Mr. Beard said that the portion directly in front of the Bank will be completed first to insure access to the Bank. Some touch up work will then be done once the project is almost complete.

23. Member Blonigan **MOVED**, seconded by member Backen to waive the reading and concur with the Planning Commission by adopting Resolution No. 7611," A RESOLUTION APPROVING THE PRELIMINARY PLAT SUBD. 17-1 FOR THE BIRDTOWN FLATS APARTMENTS REQUESTED BY THE BEARD GROUP" with edits relating to language. **The vote was unanimous and the motion carried.**

24. Member Backen **MOVED**, seconded by Member Blonigan to waive the reading and order the adoption of Resolution No. 7612," A RESOLUTION APPROVING THE PLANNED UNIT DEVELOPMENT C17-2 FOR THE BIRDTOWN FLATS APARTMENTS REQUESTED BY THE BEARD GROUP." **The vote was unanimous and the motion carried.**

PUBLIC HEARING B: City's Street Improvement and Reconstruction Plan 2018-2022

25. Jacobson reviewed the staff report. McCoy presented a PowerPoint.

26. Mayor Murphy inquired about adding the alley west of Scott Avenue near Fantasy Pond.

27. McCoy said that cost and right of way issues would need to be addressed for the alley before it would be added into the project.

28. Member Rogan inquired about the stormwater pipe scheduled for replacement along Chowen Avenue.

29. McCoy stated that the pipe drains stormwater from County Road 9 down to Crystal Lake by way of Chowen and then underneath Sanborn Park.

30. Member Selman requested to have sidewalk maintenance in the downtown area be placed on an early 2018 work session.

31. Glick noted that currently staff is installing temporary fixes until a permanent solution is decided on.

32. Member Selman asked if inflation is taken into account regarding future project costs.

33. McCoy said no however the cost will depend on where the industry is going.

34. Member Blonigan asked when the next street reconstruction bonds will be paid off.

35. Jacobson reviewed the financial aspects of the report. He noted that 2023 will be the next time a street reconstruction bond will be paid off.

36. Member Selman inquired about the percentage of revenue for the plan coming from special assessments.

37. Jacobson noted that typically special assessments cover on average 30% of the street portion of a project but doesn't include utilities.

38. Member Selman asked about water main breaks and why the street reconstruction projects are important.

39. McCoy stated that a large portion of the city's infrastructure is aged. The reconstruction projects replace that infrastructure. Water main breaks are being reduced as the streets are being reconstructed. Water main breaks cost money and staff time. Construction projects are expensive and need to be prioritized.

40. Mayor Murphy opened the public hearing. No one chose to speak.

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

42. Member Rogan **MOVED**, seconded by Member Backen to waive the reading and order the adoption of Resolution No. 7613," A RESOLUTION ADOPTING THE CITY'S STREET IMPROVEMENT AND RECONSTRUCTION PLAN 2018-2022." **The vote was unanimous and the motion carried.**

PUBLIC HEARING C: City's Capital Improvement Plan 2018-2022

43. McCoy reviewed the staff report and a PowerPoint presentation.

44. Jacobson discussed the process of putting together the CIP plan and the public hearing process to allow for more flexibility issuing bonds. The plan has multiple funding sources with bonds equaling about 40%.

45. Mayor Murphy opened the public hearing. No one chose to speak.

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

47. Member Backen **MOVED**, seconded by Member Selman to waive the reading and order the adoption of Resolution No. 7614," A RESOLUTION ADOPTING THE CITY'S CAPITAL IMPROVEMENT PLAN 2018-2022." **The vote was unanimous and the motion carried.**

OLD BUSINESS A: Adoption of Resolutions Pertaining to the 2018 Budget and Property Tax Levies

48. Jacobson reviewed the staff report and outlined the budget process that took place throughout the summer and fall.

49. Mayor Murphy inquired about different levy options presented by staff. He questioned whether an option to pull more funds out of reserves would be a better option and reduce the levy increase.

50. Jacobson stated Council has a policy to keep a fund balance of 40%-50% of next year's expenditures. The current option would put the fund reserve balance projection at 47% of expenditures. At the end of 2016 it was 57%.

51. Member Selman stated he is hesitant to pull more out of the reserve funds as they have been used frequently in the last few years.

52. Member Rogan agreed with Member Selman and that there is some uncertainty going forward, especially with the state showing a projected deficit currently.

53. Member Backen agreed. He believes with large upcoming projects and other cost increases, it's important to maintain that fund balance.

54. Member Rogan **MOVED**, seconded by Member Backen to waive the reading and order the adoption of Resolution No. 7615,"A RESOLUTION ADOPTING THE 2018 CITY PROPERTY TAX LEVY IN THE AMOUNT OF $6,150,027 AND ORDERING ITS CERTIFICATION TO THE HENNEPIN COUNTY AUDITOR." **The vote was unanimous and the motion carried.**

55. Member Selman **MOVED**, seconded by Member Rogan to waive the reading and order the adoption of Resolution No. 7616,"A RESOLUTION ADOPTING THE 2018 FINAL BUDGET AND COMMITTING FUND BALANCE." **The vote was unanimous and the motion carried.**

56. Member Backen **MOVED**, seconded by Member Blonigan to waive the reading and order the adoption of Resolution No. 7617,"A RESOLUTION ADOPTING THE 2018 HRA PROPERTY TAX LEVY IN THE AMOUNT OF $179,789 AND ORDERING ITS CERTIFICATION TO THE HENNEPIN COUNTY AUDITOR." **The vote was unanimous and the motion carried.**

OLD BUSINESS B: County Road 9 – Supplemental Agreement 18 – City Project 35211 Sanitary Sewer Repair

57. Member Rogan recused himself at 8:38 p.m. due to his employment with Hennepin County.

58. Glick reviewed the staff report.

59. Mayor Murphy thanked staff for putting extra leg work into this item and pulling together additional information. Feels the city was not at fault but the cost litigation may exceed the actual cost. He asked if we want the contractor or project designer to do work again in Robbinsdale.

60. McCoy stated that it is a complex issue and that certain actions have been taken. It was an unusual situation in an area with poor soils. The city normally uses a concrete slurry mix on these types of projects. In a better place going forward with these types of projects.

61. Member Selman asked if a letter should be written from Council.

62. McCoy stated not to the contractor or the County but possibly to the other party involved.

63. Member Selman stated that this is a jagged pill to swallow but does believe litigation costs would outweigh the cost.

64. Member Blonigan noted that the total project cost came in $700,000 under the projected total cost of $6,600,000. He noted that Stantec designed it and the County hired the contractor to complete the project. He doesn't believe the city is at fault however, litigation would be expensive and is uncertain the city would eventually prevail.

65. McCoy discussed the nature of the failure and that it is hard to pinpoint the exact cause.

66. Member Selman asked for the name of the project's contractor.

67. McCoy said it was Geislinger and Sons. They have done other projects for the city as well in the past.

68. Member Backen thanked staff for diving deep into this and is just an unfortunate instance.

69. Member Blonigan **MOVED**, seconded by Member Backen to approve and authorize the Mayor and City Manager to execute the Authorization to Proceed document for the Change Order for the repair and replacement of the failed section to sanitary sewer pipe between Chowen Avenue and Drew Avenue and approve the supplemental Agreement No. 18 payment (City payment not to exceed $75,000) for the repair and replacement of the failed section of sanitary sewer pipe as part of the County Road 9 reconstruction project – Project 35211. **Ayes: Selman, Backen, Blonigan, Mayor Murphy. Nays: None. Rogan absent. The motion carried.**

NEW BUSINESS A: 2018 Liquor License Renewal for The Lodge

70. Member Rogan returned at 8:52 p.m.

71. Marshall reviewed the staff report.

72. Member Selman asked if the 40% food sale threshold achievable.

73. Alan Peterson, 2192 St. Stephen St., Roseville: He stated he believes so however it will take time. In November they started opening during lunch which should help. Banquets will also help however it takes 6 months to start booking them. In January they will start doing dinner specials. They have had some learning curves and have had issues with the location and google maps advising customers enter on the wrong side of the building. Concerned about the winter months but is pretty comfortable by spring and summer, we will know much more and believes they will

achieve that goal. They expected to be further along. He noted that total receipts are down half and that ownership is putting money into the business every month.

74. Member Blonigan noted he recently visited The Lodge and ate dinner. He thought the food was good and staff was very friendly but doesn't believe they can meet the 40% food sales threshold. Open to looking at a new percentage or instituting an automatic fine to avoid having them come back to council again and again.

75. Member Backen stated he would like monthly sales reports in place of them coming back to council until the middle of 2018 if it is still a problem.

76. Mayor Murphy believes The Lodge is trying to meet the threshold and he recently tried to book their backroom to find out they are booked for the foreseeable future. Agrees with monthly reports and revisiting this at the end of July if the reports don't improve.

77. Member Rogan **MOVED**, seconded by Member Blonigan to approve the liquor license with the condition that monthly sales reports be submitted to staff.

78. Council suggested more food specials.

79. Glick noted that many restaurants in the area are closed on Monday's for lunch.

80. **The vote was unanimous and the motion carried.**

OTHER BUSINESS A: Schedule Work Session With Bottineau Project Office Staff

81. Glick reviewed the staff report.

82. Member Backen **MOVED**, seconded by Member Selman to schedule a work session with the Bottineau Project Office Staff on Tuesday, January 9th immediately following the Robbinsdale Economic Development Authority Meeting. **The vote was unanimous and the motion carried.**

83. Member Backen **MOVED**, seconded by Member Selman to schedule the Annual Goal Session for Saturday, February 10th from 9 a.m. to 1 p.m. with location to be determined. **The vote was unanimous and the motion carried.**

84. Glick noted that REDA will have a special work session on January 2nd to discuss tax increment financing.

OTHER BUSINESS B: Motion to approve disbursement requests for period ending 12/19/17.

85. Member Selman confirmed that final payment for Northwest Asphalt is not paid off in total until the Noble Avenue project is completed.

86. Mayor Murphy confirmed that the no parking on the east side of Noble Avenue is temporary.

87. Member Rogan **MOVED**, seconded by Member Blonigan to approve disbursement requests for period ending 12/19/17. **The vote was unanimous and the motion carried.**

ADMINISTRATIVE REPORTS

88. Glick noted that City Hall and the Deputy Registrar's office will close on Monday, December 25th and Monday, January 1st. City Hall was filled with toys last Monday from the Chamber Toy Drive.

COUNCIL GENERAL COMMUNICATIONS

89. Member Blonigan thanked Kelly Groehler and Danyelle Pierquet for applying to be on the Charter Commission and discussed totals about LED savings.

90. McCoy stated that staff is trying to pull that information. With the energy savings in this building, it is taking time as different items have been implemented such as new windows and LEDs for City Hall and Broadway Court.

91. Member Rogan wished everyone a Happy Holidays.

92. Member Selman stated he attended the carp harvesting meeting last week and asked Mr. McCoy to give a brief overview.

93. McCoy gave a brief overview of the carp removal project being undertaken by the Shingle Creek Watershed.

94. Member Rogan is wondering if the number of carp has increased in Crystal Lake.

95. McCoy stated that he has been asked that as well and doesn't believe it's as big of issue as compared to Upper Twin Lake.

96. Member Backen inquired about the finishing touches of the atrium at Broadway Court.

97. Glick stated everything is slated to be done by Christmas.

98. Mayor Murphy inquired about solicitor's licenses and where they are advertised on the website. He also inquired about the pavilion and lighting up the sign on the south side of the building.

ADJOURNMENT

99. Member Rogan **MOVED** seconded by Member Blonigan to adjourn the meeting at 9:24 p.m. **The vote was unanimous and the motion carried.**

John Tingley, Recorder

Regan L. Murphy, Mayor