

AGENDA

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: Wagner, Murphy, Wagner, Mayor Blonigan
3. MICROPHONE CHECK: Wagner, Murphy, Parisian, Mayor Blonigan
4. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE CITY COUNCIL ON MATTERS NOT ON THE AGENDA
5. APPROVAL OF THE AUGUST 5, 2024 MEETING AGENDA
6. CONSENT AGENDA: Pursuant to Council rules, one motion, non- debatable, will approve the recommendation noted. Any member of the Council may ask for an item to be taken from the Consent Agenda for discussion and separate action. Such items removed from the Consent Agenda shall be considered immediately following approval of the balance of the Consent Agenda:

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- A. Approve City Council Meeting minutes from June 4, 2024
 - B. Approve City Council Work Session meeting minutes from June 11, 2024
 - C. Approve City Council Work Session meeting minutes from July 9, 2024
 - D. Receive Human Rights Commission minutes of April 25, 2024
 - E. Receive Human Rights Commission minutes of May 23, 2024
 - F. Appoint Erin Sparks as Ward 2 Parks, Recreation and Forestry Commissioner
 - G. Approval of Block Party Requests for National Night Out (8-6-23) and State Aid Street Closures
 - H. Accept Quote for 2024 Bituminous Mill and Overlay Project - City Project 39824
 - I. Deputy Registrar's Monthly Financial Statements
 - J. Robbinsdale Wine & Spirits' Monthly Financial Statements
 - K. Approval of Credit Card Charges and Payment
 - L. Approval of Licenses
 - M. Accept Donation of Fire Suppression Tools (FST) from Minneapolis Cataract and Robbinsdale Masonic Lodge
 - N. Joint Powers Agreement for Continued Participation in Shingle Creek Watershed Management Commission
7. PRESENTATIONS
- A. Donation from Minneapolis Cataract and Robbinsdale Masonic Lodge
8. PUBLIC HEARINGS
- A. None
9. OLD BUSINESS
- A. None
10. NEW BUSINESS
- A. Resolution adopting Street Reconstruction Plan and authorizing preliminary Bond Sale
 - B. Accept Local Climate Action grant from the Minnesota Pollution Control Agency
 - C. Fuel Agreement with City of Crystal, MN
11. OTHER BUSINESS

A. Voucher Requests Pending Approval for Disbursement

B. Schedule Canvas Board Meeting for August 16, 2024

12. ADMINISTRATIVE REPORTS

13. COUNCIL GENERAL COMMUNICATIONS

14. ADJOURNMENT

MINUTES

CITY COUNCIL MEETING CALLED TO ORDER

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

ROLL CALL

Present: Parisian, Wagner, Murphy, Blonigan

Absent:

Staff: Tim Sandvik, City Manager; Chase Peterson-Etem, City Clerk; Richard McCoy, Public Works Director/City Engineer; Daa Tahoun, Finance Director

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

Steve Carlyle, 4165 West Broadway, stated he is unsure about the bus hub and stated he is afraid the light rail will bring in crime and wants to make sure that area can be controlled and monitored.

Michelle Joy, 3736 Regent Ave., stated she is proud to live in Robbinsdale, but thinks the light rail will split the city in two and bring crime to the city. She stated she thinks this would ruin the city. She thinks bus rapid transit would be better and that ridership would be lower post pandemic. She asked the Council to vote no on this project.

Eric Hillman, 3803 Orchard Ave. N., he stated the residents deserve to live in a safe community and believes light rail will bring about crime. He stated he has handed out fliers and that many of the people he has talked to don't want the light rail. He asked what is currently being done to prevent crime and doesn't think this will improve in the future. He is concerned taxes will go up because more police will have to be hired. He asked the council to vote no.

Brad Sutton, 3801 Crystal Lake Blvd., is also asking the council to say no to the blue line extension, but does think mass transit is important. He noted the pandemic has changed how many people would ride the light rail, and the corridor has changed as well. He noted remote work is here to stay and that although companies are implementing return to work policies, it's not every day and noted the demand isn't there. He also questioned whether the city would be divided into two and that businesses could also be negatively affected. He again asked the city Council to rethink this project, and this corridor.

Greg Salyers, 3980 Lake Curve, noted he has data on businesses that don't want light rail and agrees that the bus hub is already a challenge and thinks this will only bring in more crime. He asked the Council to reconsider and noted the city would be divided if this happens.

John Iden, Zenith Ave., stated he asked his tenants about the light rail, and they stated they were against it and they can find other ways to get around.

Kristel Porter, Executive Director of West Broadway Business and Area Coalition, 1501 West Broadway Ave., stated they talked to many business owners and they haven't talked to anyone who supports the light rail

extension. She noted this will affect many families and business owners and that the path doesn't take into account the safety, beyond the crime, of what this could do. She asked the council to vote no.

Karen Shull, 3939 Crystal Lake Blvd., agreed with Ms. Porter and is concerned about the station at North Memorial and the potential safety issues.

Jerry Blem, 2605 Parkview Blvd., stated he would move out of Robbinsdale if the light rail was built. He also noted the construction would impede how the hospital responds to emergencies and that it would be slower during construction. He questioned if tax dollars would increase. He noted a meeting he had with the project office and asked about safety and felt that the light rail wouldn't be able to stop when needed in an emergency.

APPROVAL OF THE JUNE 4, 2024 MEETING AGENDA

Peterson-Etem noted two items to add to the agenda. The addition of a PowerPoint for New Business item A and the voucher disbursement report for Other Business Item A.

Member Parisian MOVED, seconded by Wagner to approve the June 4, 2024, Agenda. The vote was unanimous and the motion passed.

CONSENT AGENDA

Member Murphy removed Item I for further consideration.

Member Wagner MOVED, seconded by Parisian to approve the consent agenda. The vote was unanimous and the motion passed.

- A. Accept Charter Commission meeting minutes from April 13, 2023
- B. Approval of Credit Card Charges and Payment – April 2024
- C. Approval of Licenses
- D. Second reading of an Ordinance amending City Code Section 400, State Building Code Adopted.
- E. Robbinsdale Wine & Spirits' Monthly Financial Statements
- F. Deputy Registrar's Monthly Financial Statements
- G. Authorize language updates and salary adjustment for City Manager
- H. Accept Quotes for Sidewalk Replacement - Project No. 39924
- I. Wheels of Italy Event

Member Murphy noted he wanted to promote the event, which is why he removed it from the consent agenda and invited Daniel Schaefer and Phill Slavik up to the podium to speak about the event. Schaefer and Slavik outlined the details and noted they have had a lot of interest and are excited. They also noted the hours would be extended this year.

Member Murphy MOVED, seconded by Parisian to Approve the Wheels Of Italy Event. The vote was unanimous and the motion passed.

PRESENTATIONS

- A. Proclamation to recognize the month of June as Lesbian, Gay, Bisexual, Transgender, Queer, Intersex, Asexual, and the countless affirmative ways in which people self-identify (LGBTQIA+) Pride Month in the City of Robbinsdale

Sandvik introduced the item and noted the city has done this for the past several years.

Mayor Blonigan summarized the proclamation and noted staff will also be hosting a booth at the Golden Valley Pride festival this upcoming weekend.

Member Parisian wished everyone a Happy Pride and provided her support for the proclamation.

Member Murphy MOVED, seconded by Parisian to Approve a Proclamation To Recognize The Month Of June As Lesbian, Gay, Bisexual, Transgender, Queer, Intersex, Asexual, And The Countless Affirmative Ways In Which People Self-Identify (LGBTQIA+) Pride Month In The City Of Robbinsdale. The vote was unanimous and the motion passed.

- B. Proclamation to recognize June 19, 2024, as Juneteenth Freedom Day in the City of Robbinsdale

Sandvik provided a brief overview and noted this is important to the Council and to staff.

Mayor Blonigan summarized the proclamation and provided his support.

The rest of the Council provided their support for the proclamation and were happy to see the recognition.

Member Blonigan MOVED, seconded by Parisian to Approve Proclamation to Recognize June 19, 2024, As Juneteenth Freedom Day In The City Of Robbinsdale. The vote was unanimous and the motion passed.

PUBLIC HEARINGS

- A. None

OLD BUSINESS

- A. Reconsideration of Improvement of 41st Avenue between Railroad Avenue and Regent Avenue - Project No. 44123

McCoy provided an overview of the item and noted a public hearing was held on May 7, 2024. He stated the Council previously did not order the work to be completed as they were unsure about our current assessment policy. He noted a work session was held to further discuss the special assessment policy and although the Council may not be ready to make a decision about the policy, they could still order the work to be done. He noted the Council must rescind the previous motion and make a new motion to order the work.

Member Murphy asked about the potential length of time folks would have to pay the assessment off and what the interest rate would be. McCoy stated this item is only to approve the work and is not making any recommendations for potential assessments to property owners.

Member Murphy MOVED, seconded by Blonigan to rescind the motion made at the City Council meeting on May 7, 2024, that resulted in defeating the approval to order the improvement of 41st Avenue between Railroad Avenue and Regent Avenue - City Project No. 44123. The vote was unanimous and the motion passed.

Member Murphy MOVED, seconded by Parisian to Approve Reconsideration of Improvement Of 41St Avenue Between Railroad Avenue And Regent Avenue - Project No. 44123. The vote was unanimous and the motion passed.

NEW BUSINESS

A. City of Robbinsdale Annual Comprehensive Financial Report for 2023

Tahoun introduced the item and noted Aaron Nielsen of Malloy, Montague, Karnowski, Radosevich & Co., PA (MMKR) would be presenting this year's findings to the Council.

Nielsen provided an overview of the Comprehensive Financial Report for 2023 and noted the city's position in regard to its general funds, enterprise funds, water utility fund, sanitary sewer fund, storm sewer utility fund, solid waste removal fund, liquor operations fund, Broadway court fund, deputy registrar fund, and summary of net position.

Mayor Blonigan noted this is an audit and not financial advice and stated the city has started investing a small percent that is now allowable. He asked if the auditor would also review this information. Nielsen stated the auditor would review that information for next year's annual report.

Sandvik thanked Nielsen and Tahoun for their work on this and also thanked the Council, as this takes a lot of time and effort.

Member Murphy MOVED, seconded by Wagner to Approve City Of Robbinsdale Annual Comprehensive Financial Report For 2023. The vote was unanimous and the motion passed.

B. Certificate of Achievement for Excellence in Financial Reporting

Tahoun noted this certificate is beneficial for the city as it helps with lower bond rates.

Member Wagner MOVED, seconded by Parisian to Approve Certificate Of Achievement For Excellence In Financial Reporting. The vote was unanimous and the motion passed.

C. Authorize Contract for Water Treatment Plant Solar Array

McCoy gave an overview of the item and noted there were 10 organizations that responded to our request for proposal. He stated a staff committee reviewed each of the submissions and discussed the best option for the city and staff is recommending iDEAL Energies, LLC.

Murphy asked how much these panels would offset the amount of electricity we currently use. McCoy stated the estimated offset is about 11 percent, which was consistent across most of the submissions.

Mayor Blonigan asked how long it would take to get our investment back. McCoy stated this proposal is an 8-year payback.

Member Wagner noted this vendor installed panels for St. Louis Park which has been successful with them. He also stated he is happy to move this forward.

Mayor Blonigan noted we would get a tax credit of 30 percent for this project and that would help with the payback period.

Member Parisian asked if the green rooftop at the Water Treatment Plant would be affected by the panels. McCoy stated that would not be affected as the panels will be on the elevated part of the roof.

Member Wagner MOVED, seconded by Parisian to Authorize the Contract For A Water Treatment Plant Solar Array. The vote was unanimous and the motion passed.

D. Authorize City Manager to Execute a Joint Powers Agreement (JPA) with Hennepin County for Assessment Services

Sandvik provided an overview and stated the city has been working with Hennepin County for these services over the past several years.

Mayor Blonigan asked if this would be executed electronically. Sandvik stated most likely, but noted the mayor will not be required to sign this agreement.

Member Wagner asked if we are paying for this service. Sandvik stated yes, and noted the joint powers agreement would make it so there is no direct cost to the city. However, he also stated that the cost would be made up in some other way, most likely through the Hennepin County Levy.

Member Wagner MOVED, seconded by Murphy to Authorize City Manager to Execute A Joint Powers Agreement (JPA) With Hennepin County For Assessment Services. The vote was unanimous and the motion passed.

OTHER BUSINESS

A. Voucher Requests Pending Approval for Disbursement

Member Wagner MOVED, seconded by Parisian to Approve Voucher Requests Pending Approval For Disbursement. The vote was unanimous and the motion passed.

B. Schedule Special City Council Meeting Dates

Sandvik noted two dates that staff is asking the Council to consider for additional meetings. He noted the first would be to consider 2024 bonding and staff is looking at a Special City Council Meeting for July 9 at 6:30 p.m. He noted the second would be to schedule a special meeting to receive feedback from the community regarding the Municipal Consent process related to the Blue Line Light Rail Extension project and is proposing August 21 at 6 p.m.

Member Wagner MOVED, seconded by Murphy to schedule a Special City Council Meeting for July 9, 2024, at 6:30 pm, as well as a Special Meeting on August 21, 2024, at 6 p.m. The vote was unanimous and the motion passed.

ADMINISTRATIVE REPORTS

Peterson-Em noted candidate filing for local elections was open until 5 p.m. today and that candidate information can be found on the city's website. He also noted early voting for the August Primary is starting on June 28, 2024.

Sandvik noted several updates:

- He noted the Annual Whiz Bang Days is happening soon and encouraged people to volunteer and attend the event.
- The Robbinsdale Farmers Market is back at Lakeview Terrace Park and encourages folks to stop by.
- He noted many people have been interested in the carp removal at Crystal Lake and there has been a lot of activity on social media around this.
- He stated that the new Community Development Director, Heather Rand, has started, and we are excited to have her.

COUNCIL GENERAL COMMUNICATIONS

Member Murphy asked about pull-tab operations in Robbinsdale and if the Council can be provided a report of how those funds are being spent in the community. He also thanked the City Forester for the great work he has done to preserve the tree canopy in Robbinsdale.

Mayor Blonigan noted the new signs at Lower Twin Lake that more clearly explain there is no wake on the lake. He asked about buying gas from the City of Crystal. Sandvik noted this is being worked on and stated the Council will be notified about that soon. Lastly, he noted a former Robbinsdale mayor had passed away, Harvy L. Lang and wanted to honor his work on the Council and provided his condolences.

ADJOURNMENT

Member Murphy MOVED, seconded by Parisian to adjourn the meeting at 9:09 p.m. The vote was unanimous and the motion passed.

Chase Peterson-Etem, City Clerk

William A. Blonigan, Mayor



City of Robbinsdale

MINUTES

CITY COUNCIL WORK SESSION CALLED TO ORDER

Mayor Pro Tem Wagner called the meeting to order at 7:13 PM.

ROLL CALL

Present: Member Murphy, Member Parisian, Mayor Blonigan, Mayor Pro Tem Wagner

Absent: None

Staff: Tim Sandvik, City Manager; Kayla Kirtz, Sustainability Coordinator; Heather Rand, Community Development Director; Rachel Leen, Communications Coordinator

DISCUSSION

A. Sustainability Commission

Kirtz provided background that University of Minnesota students presented to City Council in May, which led to conversations about a new Sustainability Commission. Kirtz discussed how a Sustainability Commission would align with the City's environmental goals. Kirtz explained that there is clear residential interest in engaging with sustainability topics, and that there is currently a sustainability committee for City staff. Kirtz recommended starting with a monthly Sustainability Committee instead of a more formal Sustainability Commission.

Member Parisian supported a Sustainability Committee so that the Council can evaluate progress after 12 months before moving forward with a commission. Mayor Blonigan agreed and asked if the new Sustainability Committee would be made up of City staff or members of the public. Kirtz confirmed that it would be made up of members of the public.

Member Murphy asked if City Council would need to establish a commission by ordinance. Sandvik confirmed and explained that an ad-hoc committee or a working group could be established by formal recommendation. He explained that a committee would post an agenda and minutes, whereas a working group would have less formality. Sandvik shared his opinion that a committee is a good starting option.

Member Murphy supported creating a Sustainability Commission instead of a committee. Member Parisian clarified that creating a commission would require more staff hours. Kirtz clarified that her recommendation is to create a Sustainability Committee, not a commission to start. Sandvik explained that it would take two to three months to get a permanent commission established, and that a committee can advise the Council as well as a commission can.

Mayor Pro Tem Wagner questioned if staff would appoint members to a committee. Sandvik clarified that the Council can provide staff with direction on how members are appointed. Mayor Blonigan asked how many community members are currently interested, and Kirtz explained that there are at least ten residents involved in sustainability initiatives. Member Murphy expressed that he wants representation from each Ward on the Sustainability Committee. Sandvik explained that he wants to update commission makeup code, because makeup of current City Commissions are not uniform.

Kirtz inquired if there are items that the Council envisions the Sustainability Committee working on in addition to the Energy Action Plan. Mayor Pro Tem Wagner suggested that the Sustainability Committee make plans for a future Sustainability Commission. Member Parisian agreed with focusing on the Energy Action Plan, as well as working on the GreenStep Cities program. Member Parisian also suggested that committee members provide assistance with day-to-day work of the City sustainability team.

Sandvik suggested not limiting Sustainability Committee membership to just ten members or requiring more than one member per Ward. The Council agreed to not limit membership.

Kirtz confirmed that she will establish a Sustainability Committee with no membership limit, with permission to recruit business community members as well.

B. Organized Collection - Request for Proposals

Sandvik explained that the current organized collection does refuse and yard waste, but organics is done through a separate agreement. Sandvik informed Council that the current contract expires in April of next year. Sandvik explained that there have been issues with Waste Management over the past two years, especially with labor shortages and technology. He expressed the goal to have a RFP out by July so that a recommendation can be brought to Council by the end of the year. Sandvik asked for feedback from Council on what they want to keep or omit in the initial RFP draft.

Sandvik asked if Council would be open to vendors that do individual services instead of a vendor that does all four services. Member Murphy expressed that he is in favor of having one vendor who does all four services. Member Murphy asked which vendors might be able to accomplish what Waste Management currently does. Sandvik explained that Republic would be able to accommodate to the same level as Waste Management, but it may come at a higher cost.

Member Murphy inquired if a JPA could be formed between neighboring cities for organized collection. Sandvik explained how a municipal consortium would need to involve many cities in order to hire staff to do waste collection.

Mayor Blonigan agreed that there should be one garbage hauler, but he would not exclude a vendor if they are unable to do organics collection. He expressed that his main priorities are cost and quality of service. Member Parisian agreed and identified the importance of clear communication to residents on these decisions. Mayor Pro Tem Wagner agreed and explained this his top priority is for alley-way service to continue.

Mayor Pro Tem Wagner inquired whether a new agreement would include more protections for residents if there is poor service. Sandvik agreed that greater protection for residents are necessary.

Sandvik asked Council to consider if they want to prioritize alley-pickup, since it may prevent some companies from bidding. The Council agreed that City staff should look into keeping alley-pickup, but price out all options.

Sandvik explained the goal of getting the RFP in front of Council by the second meeting in July. He confirmed that price and customer service capabilities are top priorities.

STAFF UPDATES

A. Potential County Highway Turn-back

Sandvik explained that the City has been meeting with the City of Crystal and Hennepin County to discuss a jurisdictional turn-back of West Broadway from County Road 9 to Douglas Drive. Sandvik expressed that an

offer from the County may come within six weeks. He stated that staff would take the road back under certain conditions since the road would need to be rebuilt. He explained that staff would not advocate for turn-back until after the Blue Line extension is complete, since there will be wear and tear on the road while the Light Rail is being built. Member Murphy asked if they could update pedestrian-friendly infrastructure for bikers and walkers in the meantime. Mayor Pro Tem Wagner and Member Parisian agreed.

B. 2025 Calendar Budget Discussion

Sandvik informed Council that there is a Class and Compensation study taking place, which could impact budget discussions regarding salaries.

Sandvik updated Council that the budget calendar's next major milestone will be a preliminary not-to-exceed levy in September. Sandvik reminded Council of last year's budget process, and asked if Council wanted to do anything in addition to last year's process. Council agreed to repeat the same process.

C. Legislative Updates

Sandvik provided the Council with updates from the legislative session regarding housing, taxes, the lack of a bonding bill, the omnibus elections bill, and Metropolitan Council Comp Plans. He discussed how early cannabis cultivation may require some City action in terms of land use. He also explained that if a City is seeking to establish a municipal cannabis store, there is a threshold per population, with one store per 12,500 people. He discussed updates to Earned Safe and Sick time, which includes clarification that volunteer paid-on-call firefighters and elected officials cannot collect it. Sandvik highlighted the anti-displacement work group funding, which consists of \$10 million for one-time anti-displacement efforts in Minnesota.

D. Problem Properties

Rand updated the Council on problem properties and code enforcement procedures. She provided Council with six example warning letters that are sent out to properties in violation. Rand highlighted common code violations such as grass length, vegetation in alleyways, exterior storage issues, fence maintenance, and a lack of rental licenses. Mayor Pro Tem Wagner asked if vegetation issues in alleyways are eventually addressed by City staff, and Rand confirmed that the City sends a contractor to cut the vegetation. Mayor Pro Tem Wagner inquired whether Council wants more continuous updates from staff on problem properties. Member Murphy expressed that he only needs to be in the loop on certain problem properties that other residents are concerned about. The Council and City staff agreed to discuss future problem properties as needed.

COUNCIL UPDATES

Mayor Blongian asked if the City should put a Minnesota flag up somewhere. The Council supported the idea.

Mayor Blonigan asked for an update on the new investment situation, and Sandvik reported that he does not have an update yet.

ADJOURNMENT

Mayor Pro Tem Wagner adjourned the meeting at 8:50 PM.



MINUTES

CITY COUNCIL WORK SESSION CALLED TO ORDER

Mayor Pro Tem Wagner called the meeting to order at 7:24 PM.

ROLL CALL

Present: Member Murphy, Member Parisian, Mayor Blonigan, Mayor Pro Tem Wagner

Absent: None

Staff: Tim Sandvik, City Manager; Kayla Kirtz, Sustainability Coordinator; Heather Rand, Community Development Coordinator; Rachel Leen, Communications Coordinator; Richard McCoy, City Engineer/Public Works Director; Patrick Foley, Police Chief; Guy Dorholt, Fire Chief

DISCUSSION

A. Employee Handbook Updates

Sandvik explained that there is a need for Council to occasionally approve employee handbook updates. He explained that staff are proposing slight changes to safe and sick time, the take-home vehicle policy, volunteer time off, the city-issued shirt policy, and the tuition reimbursement policy. The Council supported the updates.

B. Three Rivers Classroom Update

Sandvik explained that Three Rivers has seen overages in price on their outdoor classroom project due to the need for a bigger parking lot, and they are asking Robbinsdale and Golden Valley to contribute \$100,000 each to the project. Sandvik described three options for funding: look to see what funding is available this year, split the cost between this year and next year, or put something into the budget for next year. He identified the goal to give formal feedback to Three Rivers by the end of the month.

Mayor Blonigan expressed that the value of the outdoor classroom would be worth the cost if the classroom is well-used. Mayor Pro Tem Wagner agreed that an outdoor classroom is worth the cost since it will add value to the park. Sandvik asked if Council wants staff to explore options left for funding this year, as well as build additional costs into next year's budget. Council confirmed.

C. 2025 Budget Updates

Sandvik explained there are not many budget updates tonight, since he is waiting for information on LGA and fiscal disparities. Sandvik noted that any big budget increases will likely be personnel related due to the addition of new positions and the ongoing class and compensation study.

D. Blue Line Light Rail - Municipal Consent Timeframe

Sandvik introduced the discussion by going through a recent handout from the project office that includes information on the SDEIS feedback process, the 31 impacted properties and 1 relocation property in Robbinsdale, hazardous materials impacts and mitigation, noise and vibration mitigation, environmental justice concerns, and station boarding projections.

Sandvik explained that the biggest update from the project office was on municipal consent options. Staff previously believed that City Council could say yes to municipal consent with conditions, but the project office did not provide that option. Sandvik walked through the flowchart in the handout, which showed three options: approve municipal consent, take no action, or disapprove municipal consent. He stated that if City Council disapproves, then they must provide a list of specific plan amendments for consideration. Sandvik added that the project office was supportive of waiting for a municipal consent decision until a September City Council meeting, since the Ward 2 seat will be filled then. Sandvik stated that tonight serves as a good opportunity to examine and edit the list of considerations.

Foley and Dorholt presented a list of public safety concerns which included increases in training and equipment for the Police and Fire departments, potential increases in response time, maneuverability concerns, and potential increases in service calls and crime rates.

Foley introduced the discussion on proper training and equipment. Mayor Pro Tem Wagner asked if Minneapolis and St Paul public safety officers have received any light-rail specific training. Foley explained that Robbinsdale's Police department responds to all calls, whereas Minneapolis responds to high-need calls, so it is hard to compare training needs. Dorholt stated that he spoke with the Hopkins Fire Department and learned that they experienced increases in time commitment to training during planning stages of the light rail. Dorholt emphasized that there has been a lack of communication between the Fire Department and the project office so far. Foley emphasized the need for light-rail specific equipment and training needed to respond to calls.

Mayor Blonigan inquired if Public Safety expects it to take longer to get across town from east to west due to the Light Rail. Dorholt explained that 50% of the Fire Department lives on the East side of town, and they are concerned that the light rail could increase the time it takes to cross town. Mayor Blonigan questioned if elevating portions of the rail track could help alleviate this issue. Dorholt also discussed how Bottineau Boulevard is the fastest and safest north to south route, so there are maneuverability concerns with narrowing the roadway.

Mayor Pro Tem Wagner asked if there are going to be additional Metro Transit police stations along the route, and Foley answered that he does not believe so.

Dorholt circled back to the issue of proper training and equipment for the Fire department. He noted that an elevated light rail has benefits, but elevation creates the need for extremely specialized training.

Dorholt discussed a potential increase in calls by explaining that there are more accidents associated with the light rail. Foley explained that the Police Department does not know what the level of patrol will be from Metro Transit. Sandvik clarified that the project office is asking for municipal consent on a 30% plan, which means that there is going to be inherent uncertainty at this stage.

Foley explained that the light rail would provide more mobility for criminals to get around, but a light rail would also allow for more people to visit Robbinsdale. Foley stated that the Police Department is already short-staffed, so a potential increase in calls would be challenging.

Dorholt questioned if emergency traffic would continue to preempt east-west traffic with a light rail in place. McCoy explained that it has been implied that the train will operate with traffic as normal.

Sandvik asked for feedback from Council on public safety concerns. Member Parisian wondered how the list of considerations might be written to make specific requests that would alleviate some of these concerns. Mayor Pro Tem Wagner agreed. Member Murphy expressed discomfort with the project due to so many unknown elements.

Member Murphy asked if the municipal consent vote requires a majority of the Council, and Sandvik confirmed that there would need to be a majority by way of resolution. Mayor Pro Tem Wagner asked for clarification on how voting "disapprove" would work. Sandvik explained that disapproving municipal consent would pass a resolution stating that Council does not provide municipal consent. Sandvik reassured the Council that he continues to work with attorneys to decipher the options for municipal consent.

Mayor Pro Tem Wagner asked that cycling and pedestrian safety considerations be added to the list.

Member Murphy stated that he does not support a parking ramp with 300 spots. Mayor Pro Tem Wagner expressed support and flexibility on the issues of a parking ramp and elevation. Member Parisian supported having more parking options available due to the growth that Robbinsdale will experience. Mayor Blonigan expressed a willingness for a 300-spot ramp if it is placed on one of the current proposed sites. Member Murphy remained opposed to a parking ramp of any size. Member Murphy questioned how disagreements on priorities will come into play on the night of the municipal consent vote, and Sandvik explained that it is ultimately up to the Council to come to a consensus.

Mayor Pro Tem Wagner asked if City staff are still in support of elevating the light rail with the knowledge that the Police and Fire departments will need additional training. Sandvik expressed that City staff would support elevation if the Council does. Mayor Pro Tem Wagner clarified that elevating the light rail is a necessary consideration for him. Mayor Blonigan agreed. Member Parisian expressed that she is open to elevation, but it is not a necessary condition for her. The Council concluded that elevation is required for their consent.

Mayor Pro Tem Wagner expressed that the Council does not have many additions to the list, and that the most pressing remaining consideration is the parking ramp. Sandvik reemphasized that the only way to provide a list of considerations is to disapprove municipal consent. Sandvik reminded the Council that a lack of a parking ramp might impact traffic downtown.

McCoy discussed other considerations for consent regarding City infrastructure and jurisdictional transfers. McCoy emphasized that City infrastructure in the ground should be maintained and replaced by the project office as needed. McCoy explained that Lowry Avenue/Oakdale Avenue should be re-designated as a County road from the south bound off ramp to the east City limit. He also stated that West Broadway from County Road 9 to the northern City limit should be transferred to the City, along with acceptable funding levels from Hennepin County. McCoy insisted that this transfer be done only once the Light Rail becomes operational. The Council supported adding McCoy's recommendations to the list. Councilmember Murphy suggested adding specifics about the Hubbard Marketplace property to the list.

Member Parisian identified that she feels most strongly about the anti-displacement items on the list, and she does not need to remove any items. Mayor Pro Tem Wagner agreed.

Member Parisian clarified that the August City Council Work Session is on August 14, and that the Light Rail Open House is on August 21 from 6:00-8:00 PM.

STAFF UPDATES

A. Department of Energy Communities Taking Charge Accelerator Grant - Letter of Support

Kirtz explained a grant opportunity to collaborate with the Hennepin County Climate and Resilience Department on an application for the Department of Energy Communities Taking Charge Accelerator Grant. Kirtz provided information on how the grant would build out HOURCar electric vehicle-sharing services, including more electric vehicle (EV) charging infrastructure in underserved areas. Kirtz recommended adding Robbinsdale's name to the grant due to its alignment with sustainability and electric vehicle goals. Kirtz clarified

that the grant is currently accepting applications, so the County is just seeking a letter of support right now.

Mayor Pro Tem Wagner inquired whether the EV chargers would be limited to placement at municipal sites. Kirtz explained that there will be more details to come, but she does not believe that charger sites are limited. Mayor Pro Tem Wagner asked if these services are available all year, and Kirtz confirmed. Kirtz also explained that there is no current cost associated with the project, but costs could be associated in the future.

Sandvik added that there is an equitable component to the project, since the City can help connect EV chargers to areas that need them. Sandvik explained that a draft of the letter will be brought to Council next week.

B. West Broadway Jurisdictional Transfer

Sandvik stated that the West Broadway Jurisdictional Transfer was discussed during the Light Rail conversation. McCoy highlighted that the agenda packet includes the letter from Hennepin County to McCoy and the City of Crystal's Director of Public Works. McCoy expressed that this transfer can be tied into the light rail considerations.

C. Community Development Code Enforcement

Rand updated the Council that there have been over 344 code violations since January of 2024. Rand explained that of those who received a 1st notice letter, 205 required a second letter, and only 50 required citations or fine letters. Rand highlighted that educating residents is impactful and prevents many fines.

Rand provided a breakdown of the 344 code violations: 101 violations were due to long grass, 53 violations were due to illegal rental homes, 58 violations dealt with zoning issues, 109 violations were due to garbage and refuse, 1 violation was for a vacant building, 2 violations were due to animal license issues, 11 violations dealt with a lack of snow and ice removal, 2 violations were due to utility sump pump discharge, 6 violations were due to container placements, and 5 violations dealt with parking.

Rand discussed that there have been 33 new rental licenses pulled this year that the City was not aware of. Rand explained that there was a backlog of inspections on rentals, and there were 324 suspended rental licenses due to having no inspection performed. Mayor Blonigan asked if that was the City's fault. Rand explained that the backlog was due to a lack of staff resources. She updated the Council that there are currently 49 licenses suspended, so staff have been working through the backlog.

Mayor Blonigan asked what percentage of the dwelling units are rental versus owner-occupied in Robbinsdale. Rand stated that she will gather that data.

Sandvik added that the backlog of inspections was partially on staff, but he commends the Council for adding personnel in the Community Development Department over the last year to help tackle the issue.

D. City Charter Amendments:

Sandvik provided background that on June 6, 2024, the Charter Commission met to discuss various amendments to the City Charter. Sandvik explained that since he started as City Manager, he has had two Councilmembers resign, and he has witnessed the slow process of special elections. He added that Secretary of State updates limited special elections to only occur on a handful of days throughout the year, which is what set us back this year. He walked through the changes proposed by the Charter Commission, with the main update eliminating the need for special elections and proposing that appointed officials serve until the next election. Sandvik clarified that City staff are not looking for language recommendations since the City attorney was present at the meeting, and that these amendments will go in front of Council as they are. He highlighted that a first ordinance reading could be held as soon as next week, and that charter amendments take 90 days to go into effect.

The Council expressed a desire to read through the changes more, but they agreed that changes can be brought to the next Council meeting. Sandvik clarified that the changes would need to pass with four votes. Mayor Pro Tem Wagner thanked the Charter Commission and staff for getting these changes written up.

COUNCIL UPDATES

None.

ADJOURNMENT

Mayor Pro Tem Wagner adjourned the meeting at 9:37 PM.

Rachel Leen, Communications Coordinator

Aaron Wagner, Mayor Pro Tem

MINUTES

ROBBINSDALE HUMAN RIGHTS COMMISSION

Thursday, April 25, 2024

7:00 p.m.

Council Chambers

1. ROLL CALL

___ Rita Fox
___ Julie Ralston Aoki
___ Kristyn Lee
Excused: Molly
Beahen
___ Carlos Smith

Excused: Sarah Vanausdall-Smith
___ Jonathan Hansen
___ Patrick Nailon
Absent: Jen Birkhofer
___ Courtney Kirkeeng

2. APPROVAL OF AGENDA-Approval of agenda

Motion: Hansen, second: Kirkeeng, approved.

3. APPROVAL OF MEETING MINUTES - Minutes of February 22, 2024 and March 28, 2024

4. Motion: Ralston Aoki, second: Fox, carried

5. CHAIR REPORT

6. OLD BUSINESS

- A. Honoring Philando Castile's Life- no update
- B. Shelley Day event at Sanborn Park
Hansen: Info in Google Doc. Setup at 4:30, starts at 6, ends at 8. Tables & chairs in warming house. Good weather expected. Two lawyers coming to assist with deeds, one is notary. Hansen will come to City Hall to do some additional planning on Friday. Brookes and Tim Sandvik to do food table.
- C. Commission outreach efforts and continuous review of Strategic Plan Report- Lee: Shelley Day is the big event. No other update.
- D. Racism is a Health Crisis Update- Ralston Aoki: will be tabling at Shelley Day.
- E. Crime Free Housing Update- Fox will draft suggestions for the committee and bring to next meeting.
- F. Public Initiated topics- Hansen: Birdtown Pride is meeting. Robbinsdale Pride event this year will be toward the end of summer.
- G. DEI in the City of Robbinsdale-Brookes: Job fairs, LMC workshop session on ADA, Justin Page visiting next HRC meeting.
- H. Notable Months/Days 2024- no updates

7. NEW BUSINESS

- A. Renewal of commitment of HRC as Adopt-a-Park Volunteers. Will need to know which day as park clean up- if Earth Day will need a new day because of all that is going on with Shelley Day.
Motion: Motion: Nailon, second: Kirkeeng. Carried.
- B. Motion of support for amendment to charter commission: plain language ordinance. Motion: JRA, second: JH,

carried

- C. Motion of support for amendment to charter commission: equity. Commission expresses support for the principle that a commitment to addressing equity for historically marginalized and disadvantaged populations should be embedded into the charter, with a clear definition of equity.

Motion: Ralston Aoki, second: Hansen, carried

8. COMMISSIONER REPORTS/UPDATES-Check in with each commissioner

Ralston Aoki: New Brighton wants to host a gathering of commission members. Is HRC interested in participating? Individuals should fill out the online form.

Kirkeeng: Her place of work is launching a Pride grant. 25 entrepreneurs will get \$1k grant. There are also opportunities for scholarships and more. Info can be found on Kirkeeng's LinkedIn page.

Fox: Thank you to the City and the HRC for participating in Golden Valley pride, appreciate the support!

Hansen: Working through Racial Equity Impact Tool Champion Academy, will share materials.

Nailon: Will be hosting 2nd annual free hugs at TC Pride.

9. OTHER BUSINESS

10. ADJOURNMENT

MINUTES
ROBBINSDALE HUMAN RIGHTS COMMISSION

Thursday, May 23, 2024
7:00 p.m.
Council Chambers

1. ROLL CALL

___ Rita Fox	excused Sarah Vanausdall-Smith
Excused Julie Ralston	___ Jonathan Hansen
Aoki	<u>absent</u> Patrick Nailon
___ Kristyn Lee	<u>absent</u> Jen Birkhofer
___ Molly Beahen	___ Courtney Kirkeeng
Excused Carlos Smith	

No quorum.

Guest: Anja Wulou from the Sun Post newspaper

2. APPROVAL OF AGENDA-Approval of agenda

3. APPROVAL OF MEETING MINUTES - Minutes of April 25, 2024

4. CHAIR REPORT

Lee- Minnesota ERA did not pass. Abortion language was controversial to some.

5. OLD BUSINESS

- A. Honoring Philando Castile's Life: Lee: We had this on our poster at Shelley Day. Should HRC submit our suggestion for renaming the park as a group? Hansen: The Parks Commission liked the idea of naming it for Castile, it could be a joint submission. Lee will follow up. Fox: Will there be a survey/petition for residents? Lee will look into this. Brookes will send out policy & form (if available).
- B. Shelley Day event at Sanborn Park: Hansen: Lots of work! It went well. It was nice to see the work come together. Participants put in a lot of effort, people were enthusiastic. Several asked if we would do it again. Depending on what we feel as a commission/city, could it go to different cities? Fox: possible to have a joint event with Crystal, New Hope, and Golden Valley? Hansen: It would be better to have the event indoors. It was cold when the sun went down.
- C. Commission outreach efforts and continuous review of Strategic Plan Report- Discuss parade with new business.
- D. Racism is a Health Crisis Update- table
- E. Crime Free Housing Update: Fox: draft of recommendation. Can vote next month when we have quorum. Dept of Justice suing Anoka over implementation of crime free housing. Renters being penalized for calling for help (ADA related- disproportionately charged) Lee: Good for council to be aware. Fox: Addressing the ordinance will be good for the city to protect against similar lawsuits.
- F. Public Initiated topics- none.
- G. DEI in the City of Robbinsdale- Equity Connect, GV (Rising Tide). Golden Valley pride sign up. Brookes will send sign-up sheet out. Every city must designate an ADA coordinator, Brookes is taking that role for now.
- H. Notable Months/Days 2024: June is Pride month. The HRC could write a proclamation. Flag? Brookes will check. Beahen will bring new significant dates to the next meeting. Juneteenth is another proclamation. These proclamations

go through City Council.

6. NEW BUSINESS

- A. Justin Page visit rescheduled for July
- B. Open Meeting refresher- people should not send emails to more than ½ of commission.
- C. Discussion on the commissioner networking group initiated by New Brighton- networking event planned for later this summer. Brookes will update as details emerge.
- D. Pick dates for Park cleanup. First date: Thursday, June 6th, 6-8.
- E. Whiz Bang parade: need to get application in. request no fee. Lee will check with Dave Kaiser about this.
- F. Robbinsdale Pride: Hansen met with participants from the Birdtown Pride Facebook group. They meet monthly. The date they are thinking of is Saturday, October 12. This is the day after National Coming Out Day. Can City partner? See what other groups might be willing to join in?

7. COMMISSIONER REPORTS/UPDATES-Check in with each commissioner

Beahen: pass

Hansen: Federal government gave local governments two years to come into compliance with ADA for websites, so it is good that the City is redoing their website. Hansen is continuing with equity tool training. The commission could think about proposing a candidate forum for council and mayoral candidates along with Birdtown Pride and Robbinsdale Racial Justice.

Kirkeeng: Next month is a big month with Pride & Juneteenth.

Fox: Recommended a report called Advancing a People First Economy. The author is Cathy Brooks. These are available for free.

Brookes: will be absent next meeting. Will arrange an alternate.

8. OTHER BUSINESS

9. ADJOURNMENT

TO: Mayor and City Council

PREPARED BY: Matt Bazyk, Recreation Services Manager

APPROVED BY: Tim Sandvik, City Manager

DATE: August 5, 2024

RE: Appoint Erin Sparks as Ward 2 Parks, Recreation and Forestry Commissioner

Background:

There is a vacant seat on the Parks, Recreation and Forestry Commission. The Recreation Department would like to nominate Erin Sparks for the position.

Analysis:

Historically, the Council Person for a Ward would nominate a Commissioner for an available Commission seat. Ward 2 doesn't have this representation and is currently going through the special election process. In an attempt to fill the vacant Commission seat and open the Commission to a wider pool of participants for community engagement, the City requested applications for potential Commissioners. Erin Sparks has experience in economic development and grant writing. These are skills the Commission will benefit from as we work through the Parks Master Plan.

Recommendation:

The Recreation department requests appointing Erin Sparks as the Ward 2 Commissioner for the Parks, Recreation and Forestry Commission.

Attachments:

1. SparksCommissionApplication

TO: Mayor and City Council

PREPARED BY: Chase Peterson-Etem, City Clerk/Assistant to City Manager

APPROVED BY: Tim Sandvik, City Manager

DATE: August 5, 2024

RE: Approval of Block Party Requests for National Night Out (8-6-23) and
State Aid Street Closures

Background:

National Night Out is Tuesday, August 6, 2024. Requests for Block Parties and State Aid Street closures have been received and reviewed. The street closure and block party guidelines adopted in 2009 allow for the closure of State Aid Streets for this annual community event.

Analysis:

The Public Works Director/City Engineer has approved each of the requests listed in Attachment 1 and provided additional comments or conditions depending on the request.

Recommendation:

Motionn to approve the requested block parties listed on Attachment 1 subject to the conditions, if any, listed.

Attachments:

1. Party Location

Party Location	Conditions/comments	Barricades/Tapes
2700 block between Zenith and Abbott Ave N	closure at Zenith and Abbott.	Barricades at both ends
4040 Abbott Ave n. Close off block near that house	Closure of Abbott at Beard and 41st Aves	Barricades preferred
on Quail ave 39 and 40th		Barricades at 39th
4500 Block of Beard Ave No		Barricades at Lake Drive
2758 McNair Drive	Closure on McNair between 29th (sth side) and Drew (east side).	Barricades for this closure (to enclose island also).
5003 42 1/2 Ave N	Closure shall be between alley on Railroad Ave and Regent Ave	Tape only
Manor building front parking lot area-4200	No closure proposed	
3400 to 3500 Halifax Ave. No.		Tape only
4400 block of Scott Ave N		Tape only
2700 block of York		Barricades at Parkview
4300/4400 blocks of Abbott Ave N		Barricades at Lake Drive
4100 block of Quail		Barricades at 42nd
4400 36th Ave N	No closure proposed	
Regent Place Town House Playground	No closure proposed	
4100 block of Zane Ave N		Barricades at 42nd
3524 McNair Dr N	Closure on McNair between Chowen (west side) and alley (east side)	Tape only
3800 block of Van Demark Road	No closure proposed	
2600 block Parkview Blvd		Tape only
3800 block of Zenith Ave N		Tape only
4561 Grimes Ave N		Barricades north of gas station entrance
4400 Beard Ave N - middle of the block		Barricades at Lake Drive
3600 block of Halifax		Barricades at 36th
3705 Orchard Avenue North		Tape only
4429 Josephine Lane	No closure proposed	
Corner of 40th and Zenith Ave N		Barricades at 40th
40 1/2 to 40th Hubbard		Barricades at 40th
4500 Block of Chowen N		Barricades at Lake Drive
3348 Chowen Ave N		Barricades at Oakdale
4000 block of Perry Ave		Tape only
front yard of 3705 Abbott Ave. N	No closure proposed	
31st and Drew to one block south on what would be 30th (middle of the double block)		Barricades at both ends
46 1/2 Ave and Drew Ave N	No closure proposed	
The 4500 Block of Lake Drive	No closure proposed	
4100 block of Vera Cruz Ave N		Tape only
3600 and 3700 of Zenith Ave N		Tape only
4217 Abbott Ave N		Tape only
4400 36th Ave N	No closure proposed	

4500 Block of Quail Ave N	entire 4500 block of Quail to be closed	Tape only
2900 Block of Chowen Avenue N	closure from 30th to McNair	Tape only
4172 Adair Ave N	No closure proposed	
3700 Beard-in the yard/street		Tape only
4110 Abbott Ave N		Tape only
4200 block of Drew and Ewing Ave	entire 4200 block of Drew (42nd to 43rd) to be closed	Tape only
4300 Unity Ave N	Half block closures are not ideal, but will allow	Tape only
4309 France Ave N	closure from France / 43rd to 44th / Ewing	Tape only
4200 to 4100 block of Yates Ave N		Barricades at 42nd (CR 9)

TO: Mayor and City Council

PREPARED BY: Richard McCoy, City Engineer/Public Works Director

APPROVED BY: Tim Sandvik, City Manager

DATE: August 5, 2024

RE: Accept Quote for 2024 Bituminous Mill and Overlay Project - City Project 39824

Background:

As part of the 2024 Capital Improvement Program, funding has been allocated for the treatment of street segments in order to prolong the lives of the pavement. Such programs are very necessary and operate hand-in-hand with the street reconstruction program in order to maintain proper road surfaces throughout the City.

This year, the proposed work consists of a 2" full width mill and overlay of Unity Avenue between 40th Avenue and the intersection of 41st Avenue / Vera Cruz Avenue, and 43rd Avenue / Scott Avenue between Regent Avenue to the cul-de-sac. Quotes for the work were sought from two contractors, and two competitive prices were received as follows –

<u>Contractor</u>	<u>Total Bid Price</u>
Metro Paving	\$ 128,819.00
Minnesota Roadways Co.	\$ 101,680.00

The low quote has been supplied by Minnesota Roadways Co. of Shakopee, MN. This company has not worked for the City before, however reference checks have indicated that the Contractor has satisfactorily completed similar work for other Cities in past years. It is therefore considered that the Contractor is deemed to be responsible.

The approved 2024 Capital Works Program budget has \$ 150,000.00 allocated for the Mill and Overlay Project. Of this total, \$ 44,500.00 has already been spent on crack sealing, leaving \$ 105,500 available.

Staff recommend accepting the quote for the 2024 Bituminous Mill and Paving Project – City Project 39824, from Minnesota Roadways Co. of Shakopee, Minnesota.

Analysis:

None

Recommendation:

By motion, authorize the City Manager and Finance Director to issue a Purchase Order to Minnesota Roadways Co. of Shakopee, Minnesota for the 2024 Bituminous Mill and Overlay Program – City Project 39824, for the estimated amount of \$ 101,680.00.

Attachments:

None

TO: Mayor and City Council
PREPARED BY: Daa Tahoun, Finance Director
APPROVED BY: Tim Sandvik, City Manager
DATE: August 5, 2024
RE: Deputy Registrar's Monthly Financial Statements

Background:

Attached are the Deputy Registrar's financial reports for the month of June 2024 prepared by the Finance department. The reports include monthly and year to date amounts for 2024 with comparable amounts to 2023.

Analysis:

Year-to-date revenues amount to \$332,752, showing an increase of \$62,603 (23.17%) compared to the previous year. Expenditures have risen by \$31,136 (12.57%). The net gain before transfers for the year is \$53,895, which is \$31,467 (140.30%) more than last year.

Passport revenue year to date decreased \$7,234, (-10.44%) and motor vehicle fees have increased \$70,148, (35.49%).

Recommendation:

Approve a motion to acknowledge the Deputy Registrar's financial reports for the month of June 2024.

Attachments:

1. DEPS Jun 2024

City of Robbinsdale
Deputy Registrar
Profit and Loss Statement From Operations
For Period Ending June 30, 2024

			Year to Date		% Inc (Dec) from Previous Year
	Jun-2024	Jun-2023	2024	2023	
Notary Fees	10	5	25	60	(58.3%)
Motor Vehicle Fees	41,376	37,186	262,783	197,632	33.0%
Motor Vehicle Fees - Kiosk	1,454		4,997	-	
Boat/Snow/ATV/ORV Fees	515	741	2,679	2,527	6.0%
Fish & Game Fees	14	21	62	80	(22.5%)
Passport Fees	6,924	11,357	62,056	69,290	(10.4%)
Other Revenue	37	94	150	560	(73.2%)
Revenues	50,330	49,404	332,752	270,149	23.2%
Operating Expenses:					
Personal Services	36,816	49,047	226,931	192,153	18.1%
Supplies & Repairs	11	11	1,427	4,941	(71.1%)
Internal Serv Charges	7,367	7,274	44,202	43,647	1.3%
Other Charges & Services	813	953	5,587	4,955	12.8%
Other (Income) Expense	425	389	710	2,025	0.0%
Total	45,432	57,674	278,857	247,721	12.6%
Operating Income / (Loss)	4,898	(8,270)	53,895	22,428	
Percent to Revenues	10%	38%	16%	8%	

TO: Mayor and City Council
PREPARED BY: Diaa Tahoun, Finance Director
APPROVED BY: Tim Sandvik, City Manager
DATE: August 5, 2024
RE: Robbinsdale Wine & Spirits' Monthly Financial Statements

Background:

Attached are the Robbinsdale Wine & Spirits' financial reports for the month of June 2024 prepared by the Finance department. The report includes monthly and year to date amounts for 2024 with comparable amounts to 2023.

Analysis:

Year-to-date sales amount to \$2,009,231, reflecting a \$17,749 decrease (-0.88%) from the previous year. Gross profit from sales stands at \$568,308, compared to \$558,932 in 2023 (1.68% increase). Our year-to-date gross profit is currently at 28%, meeting our target. The net loss before transfers including the nonoperating revenue/expenses for this year totals -\$28,580, showing a increase of 492.58% from the net loss of -\$4,823 in 2023.

The rent expense associated with the Hy-Vee location, amounting to \$12,075 per month, is accounted for within the depreciation and interest expense because of GASB 87.

Recommendation:

Approve a motion to acknowledge the Robbinsdale Wine & Spirits' financial reports for the month of June 2024.

Attachments:

1. Liquor Jun 2024

City of Robbinsdale
Robbinsdale Wine & Spirits
Profit and Loss Statement From Operations
For Period Ending June 30, 2024

			Year to Date			% Inc (Dec)
	Jun-2024	Jun-2023	2024	2023	Amount Difference	from Previous Year
Sales	375,824	396,404	2,028,498	2,051,609	(23,111)	(1.1%)
Less Customer Discounts	3,147	3,876	19,267	24,629	(5,362)	(21.8%)
Net Sales	372,677	392,528	2,009,231	2,026,980	(17,749)	(0.9%)
Cost of Sales	267,066	287,514	1,440,923	1,468,048	(27,125)	(1.8%)
Gross Profit	105,611	105,014	568,308	558,932	9,376	1.7%
Percent to Net Sales	28%	27%	28%	28%		
Operating Expenses:						
Personal Services	57,945	77,551	348,347	322,431	25,916	8.0%
Supplies & Repairs	1,550	1,823	11,513	10,040	1,473	14.7%
Other Charges & Services	23,607	20,376	139,067	132,476	6,591	5.0%
Depreciation	11,250	11,178	67,500	67,068	432	0.6%
Other (Income) Expense	(104)	(109)	(499)	(60)	(439)	731.7%
Total	94,248	110,819	565,928	531,955	33,973	6.4%
Operating Income / (Loss)	11,363	(5,805)	2,380	26,977	(24,597)	(91.2%)
Percent to Net Sales	3%	-1%	0%	1%		

Nonoperating Revenues (Expenses)

GASB 87 Adjustment					
Lease Interest Expense	(5,020)	(5,300)	(30,960)	(31,800)	840
	(5,020)	(5,300)	(30,960)	(31,800)	840
Income/(Loss) Before Transfers	6,343	(11,105)	(28,580)	(4,823)	(23,757)

Current Month Analysis

	Liquor	Wine	Beer	Misc	THC	Totals
Sales	154,959	55,341	143,522	11,305	7,550	372,677
Inventory of June 1	324,470	162,336	102,346	9,710	7,494	606,356
Purchases	119,341	33,926	102,459	8,879	5,476	270,081
Less Inventory of June 30	335,969	158,879	95,891	10,710	7,922	609,371
Cost of Sales	107,842	37,383	108,914	7,879	5,048	267,066
Gross Profit	47,117	17,958	34,608	3,426	2,502	105,611
Gross Profit % to Net Sales	30%	32%	24%	30%	33%	
Product % to Total Sales	42%	15%	39%	3%	2%	

City of Robbinsdale
Robbinsdale Wine & Spirits
Profit and Loss Statement From Operations
For Period Ending June 30, 2024

Sales / Cost of Sales Analysis

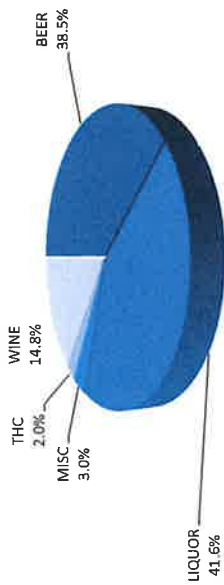
			Year to Date		% Inc (Dec) from Previous Year
	Jun-2024	Jun-2023	2024	2023	
Liquor Sales	154,959	159,354	838,920	850,043	(1.3%)
Liquor Cost of Sales	107,842	116,762	583,870	600,230	(2.7%)
Gross Profit	47,117	42,592	255,050	249,813	2.1%
Percent to Net Sales	30%	27%	30%	29%	
Wine Sales	55,341	60,566	331,240	350,441	(5.5%)
Wine Cost of Sales	37,383	41,052	223,068	237,136	(5.9%)
Gross Profit	17,958	19,514	108,172	113,305	(4.5%)
Percent to Net Sales	32%	32%	33%	32%	
Beer Sales	143,522	161,572	744,470	782,071	(4.8%)
Beer Cost of Sales	108,914	122,262	569,704	601,603	(5.3%)
Gross Profit	34,608	39,310	174,766	180,468	(3.2%)
Percent to Net Sales	24%	24%	23%	23%	
Misc Sales	11,305	11,036	54,723	44,425	23.2%
Misc Cost of Sales	7,879	7,438	39,029	29,079	34.2%
Gross Profit	3,426	3,598	15,694	15,346	2.3%
Percent to Net Sales	30%	33%	29%	35%	
THC Sales	7,550	0	39,877	0	
THC Cost of Sales	5,048	0	25,252	0	
Gross Profit	2,502	0	14,625	0	
Percent to Net Sales	33%		37%		
Total Sales	372,677	392,528	2,009,230	2,026,980	(0.9%)
Total Cost of Sales	267,066	287,514	1,440,923	1,468,048	(1.8%)
Gross Profit	105,611	105,014	568,307	558,932	1.7%
Percent to Net Sales	28%	27%	28%	28%	

Liquor Store Sales - 2023 and 2024

	<u>Jan 23</u>	<u>Jan 24</u>	<u>Feb 23</u>	<u>Feb 24</u>	<u>Mar 23</u>	<u>Mar 24</u>
Liquor	120,997.00	121,361.00	129,535.00	133,115.00	140,562.00	142,226.00
Wine	51,902.00	50,019.00	58,399.00	53,934.00	58,217.00	60,106.00
Beer	105,442.00	97,656.00	111,560.00	112,555.00	119,259.00	121,334.00
THC	-	5,894.00	-	6,006.00	-	6,215.00
Misc	5,147.00	7,251.00	5,664.00	7,602.00	5,807.00	8,766.00
	<u>283,488.00</u>	<u>282,181.00</u>	<u>305,158.00</u>	<u>313,212.00</u>	<u>323,845.00</u>	<u>338,647.00</u>
	<u>Apr 23</u>	<u>Apr 24</u>	<u>May 23</u>	<u>May 24</u>	<u>Jun 23</u>	<u>Jun 24</u>
Liquor	142,789.00	131,206.00	156,806.00	156,053.00	159,354.00	154,959.00
Wine	59,356.00	52,976.00	62,001.00	58,864.00	60,566.00	55,341.00
Beer	126,409.00	119,385.00	157,829.00	150,018.00	161,572.00	143,522.00
THC	-	6,557.00	-	7,655.00	-	7,550.00
Misc	6,733.00	8,104.00	10,038.00	11,695.00	11,036.00	11,305.00
	<u>335,287.00</u>	<u>318,228.00</u>	<u>386,674.00</u>	<u>384,285.00</u>	<u>392,528.00</u>	<u>372,677.00</u>
	<u>Jul 23</u>	<u>Jul 24</u>	<u>Aug 23</u>	<u>Aug 24</u>	<u>Sept 23</u>	<u>Sept 24</u>
Liquor	161,858.00	-	155,405.00	-	149,962.00	-
Wine	60,501.00	-	59,637.00	-	60,972.00	-
Beer	165,483.00	-	147,970.00	-	141,762.00	-
THC	955.00	-	3,705.00	-	4,670.00	-
Misc	11,355.00	-	10,414.00	-	10,108.00	-
	<u>400,152.00</u>	<u>-</u>	<u>377,131.00</u>	<u>-</u>	<u>367,474.00</u>	<u>-</u>
	<u>Oct 23</u>	<u>Oct 24</u>	<u>Nov 23</u>	<u>Nov 24</u>	<u>Dec 23</u>	<u>Dec 24</u>
Liquor	145,378.00	-	146,852.00	-	180,184.00	-
Wine	61,263.00	-	67,984.00	-	82,557.00	-
Beer	132,853.00	-	126,339.00	-	133,731.00	-
THC	4,940.00	-	4,990.00	-	6,602.00	-
Misc	8,031.00	-	7,790.00	-	9,640.00	-
	<u>352,465.00</u>	<u>-</u>	<u>353,955.00</u>	<u>-</u>	<u>412,714.00</u>	<u>-</u>

June 2024

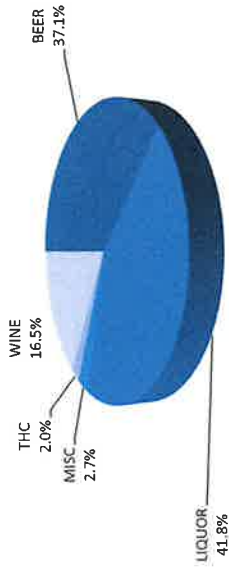
Liquor Store - Net Sales



June 2024		Net Sales per Dept	% Net Sales of Total
BEER	6401.4763	143,522	38.5%
LIQUOR	6401.4761	154,959	41.6%
MISC	6401.4764	11,305	3.0%
THC	6401.4766	7,550	2.0%
WINE	6401.4762	55,340	14.8%
		372,676	

Yearly 2024

Liquor Store - Net Sales



Total 2024		Net Sales per Dept	% Net Sales of Total
BEER	6401.4763	744,470	37.1%
LIQUOR	6401.4761	838,920	41.8%
MISC	6401.4764	54,723	2.7%
THC	6401.4766	39,877	2.0%
WINE	6401.4762	331,240	16.5%
		2,009,230	

TO: Mayor and City Council
PREPARED BY: Diaa Tahoun, Finance Director
APPROVED BY: Tim Sandvik, City Manager
DATE: August 5, 2024
RE: Approval of Credit Card Charges and Payment

Background:

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.

Analysis:

The attached listings are the credit card payments made in the month of June 2024 representing charges for the period May 11, 2024, through June 10, 2024, for expenses for City operations.

Recommendation:

By motion approve the June 2024 payment for City credit card charges.

Attachments:

1. June 2024 CC

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Purchase Card Vendor: 100292 U. S. BANCORP							
06012024							
120609	UPS	06/01/2024	06/24/2024	10.78	0.00	Paid	Y
	SHIPPING	Bjohnson18					06/01/2024
	6700-6705-6378.00000	POSTAGE & SHIPPING		10.78			
06012024							
120610	AMAZON	06/01/2024	06/24/2024	36.98	0.00	Paid	Y
	SUPPLIES - DMV	Bjohnson18					06/01/2024
	6700-6705-6214.00000	OPERATING SUPPLIES		36.98			
06012024							
120611	PSI SERVICES	06/01/2024	06/24/2024	175.00	0.00	Paid	Y
	TRAINING - SMALL PART 107 UAS	Bjohnson18					06/01/2024
	1000-1205-6512.00000	CONFERENCE & SCHOOLS		175.00			
06012024							
120612	HOME DEPOT	06/01/2024	06/24/2024	42.19	0.00	Paid	Y
	RANGE TRAINING SUPPLIES-INCLUDES \$	Bjohnson18					06/01/2024
	1000-1205-6512.00000	CONFERENCE & SCHOOLS		42.19			
06012024							
120613	ALLIED MEDICAL	06/01/2024	06/24/2024	895.00	0.00	Paid	Y
	EMR TRAINING - MUHIDINE	Bjohnson18					06/01/2024
	1000-1205-6512.00000	CONFERENCE & SCHOOLS		895.00			
06012024							
120614	GFOA	06/01/2024	06/24/2024	460.00	0.00	Paid	Y
	CERTIFICATE OF ACHIEVEMENT	Bjohnson18					06/01/2024
	1000-1050-6514.00000	DUES & MEMBERSHIPS		460.00			
06012024							
120615	ORANGE COUNTY	06/01/2024	06/24/2024	13.05	0.00	Paid	Y
	MEALS - GFOA ANNUAL CONFERENCE	Bjohnson18					06/01/2024
	1000-1050-6510.00000	MEETING / TRAVEL EXPENSE		13.05			
06012024							
120616	MAGGIANOS	06/01/2024	06/24/2024	56.51	0.00	Paid	Y
	MEALS - GFOA ANNUAL CONFERENCE	Bjohnson18					06/01/2024
	1000-1050-6510.00000	MEETING / TRAVEL EXPENSE		56.51			
06012024							
120617	THE HAMPTON SOCIAL	06/01/2024	06/24/2024	42.34	0.00	Paid	Y
	MEALS - GFOA ANNUAL CONFERENCE	Bjohnson18					06/01/2024
	1000-1050-6510.00000	MEETING / TRAVEL EXPENSE		42.34			

User: DTAHOUN

DB: Robbinsdale

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						

Purchase Card Vendor: 100292 U. S. BANCORP

06012024 120618	DELTA AIR LUGGAGE - GFOA ANNUAL CONFERENCE 1000-1050-6510.00000	06/01/2024 Bjohnson18 MEETING / TRAVEL EXPENSE	06/24/2024	30.00 30.00	0.00	Paid	Y 06/01/2024
06012024 120619	HYATT REGENCY MEALS - GFOA ANNUAL CONFERENCE 1000-1050-6510.00000	06/01/2024 Bjohnson18 MEETING / TRAVEL EXPENSE	06/24/2024	23.18 23.18	0.00	Paid	Y 06/01/2024
06012024 120620	HYATT REGENCY MEALS - GFOA ANNUAL CONFERENCE 1000-1050-6510.00000	06/01/2024 Bjohnson18 MEETING / TRAVEL EXPENSE	06/24/2024	12.72 12.72	0.00	Paid	Y 06/01/2024
06012024 120621	PAPA JOHNS LUNCH FOR FIRE ACADEMY 1000-1260-6510.00000	06/01/2024 Bjohnson18 MEETING / TRAVEL EXPENSE	06/24/2024	138.60 138.60	0.00	Paid	Y 06/01/2024
06012024 120622	AMAZON SUPPLIES FOR OPTIMAL ERGONOMICS 7100-7115-6214.00000	06/01/2024 Bjohnson18 OPERATING SUPPLIES	06/24/2024	71.48 71.48	0.00	Paid	Y 06/01/2024
06012024 120623	AMAZON DESKTOP COMPUTER SUPPLIES 1000-1200-6234.00000	06/01/2024 Bjohnson18 EQUIPMENT PARTS & SUPPLIES	06/24/2024	210.53 210.53	0.00	Paid	Y 06/01/2024
06012024 120624	AMAZON SUPPLIES FOR INVESTIGATORS 1000-1220-6234.00000	06/01/2024 Bjohnson18 EQUIPMENT PARTS & SUPPLIES	06/24/2024	54.14 54.14	0.00	Paid	Y 06/01/2024
06012024 120625	MENARDS ADHESIVE 7100-7115-6234.00000	06/01/2024 Bjohnson18 EQUIPMENT PARTS & SUPPLIES	06/24/2024	97.31 97.31	0.00	Paid	Y 06/01/2024
06012024 120626	THE METAL LINK METAL LINKS / TRIM BASEMENT OF PD 7100-7115-6234.00000	06/01/2024 Bjohnson18 EQUIPMENT PARTS & SUPPLIES	06/24/2024	1,291.00 1,291.00	0.00	Paid	Y 06/01/2024

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	JrnLized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Purchase Card Vendor: 100292 U. S. BANCORP							
06012024							
120627	AUTO ZONE	06/01/2024	06/24/2024	43.14	0.00	Paid	Y
	CLEANERS	Bjohnson18					06/01/2024
	1000-1260-6214.00000	OPERATING SUPPLIES		43.14			
06012024							
120628	PROCESSING EQUIPMENT INC	06/01/2024	06/24/2024	1,714.04	0.00	Paid	Y
	FILTER	Bjohnson18					06/01/2024
	6000-6020-6234.00000	EQUIPMENT PARTS & SUPPLIES		1,714.04			
06012024							
120629	WALGREENS	06/01/2024	06/24/2024	7.97	0.00	Paid	Y
	BAGS/KLEENEX - INCLUDES SALES TAX	Bjohnson18					06/01/2024
	6000-6020-6214.00000	OPERATING SUPPLIES		7.97			
06012024							
120630	CRYSTAL CAR WASH	06/01/2024	06/24/2024	36.00	0.00	Paid	Y
	ENGINEER/CE CAR WASHES	Bjohnson18					06/01/2024
	7000-7010-6336.00000	OTHER CONTRACTS		36.00			
06012024							
120631	AMAZON	06/01/2024	06/24/2024	179.00	0.00	Paid	Y
	BUSINESS AMAZON PRIME FEE	Bjohnson18					06/01/2024
	7100-7110-6514.00000	DUES & MEMBERSHIPS		179.00			
06012024							
120632	AMAZON	06/01/2024	06/24/2024	10.90	0.00	Paid	Y
	SUPPLIES - STAMP	Bjohnson18					06/01/2024
	7100-7105-6214.00000	OPERATING SUPPLIES		10.90			
06012024							
120633	AMAZON	06/01/2024	06/24/2024	25.56	0.00	Paid	Y
	SUPPLIES - CLEANING DUSTERS	Bjohnson18					06/01/2024
	7100-7105-6214.00000	OPERATING SUPPLIES		25.56			
06012024							
120634	CRYSTAL CAR WASH	06/01/2024	06/24/2024	28.00	0.00	Paid	Y
	FIRE DEPT CAR WASHES	Bjohnson18					06/01/2024
	7000-7010-6336.00000	OTHER CONTRACTS		28.00			
06012024							
120635	CRYSTAL CAR WASH	06/01/2024	06/24/2024	540.00	0.00	Paid	Y
	POLICE DEPT CAR WASHES	Bjohnson18					06/01/2024
	7000-7010-6336.00000	OTHER CONTRACTS		540.00			

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	JrnLized Post Date
Purchase Card Vendor: 100292 U. S. BANCORP							
06012024 120636	AMAZON TENT FOR PRIDE FESTIVAL 1000-1030-6740.00000	06/01/2024 Bjohnson18 CONTINGENCY	06/24/2024	134.95 134.95	0.00	Paid	Y 06/01/2024
06012024 120637	HOLIDAY CAR WASH POLICE DEPT CAR WASHES 7000-7010-6336.00000	06/01/2024 Bjohnson18 OTHER CONTRACTS	06/24/2024	22.00 22.00	0.00	Paid	Y 06/01/2024
06012024 120638	AMAZON PLANNING SUPPLIES - HEATHER RAND 1000-1100-6214.00000	06/01/2024 Bjohnson18 OPERATING SUPPLIES	06/24/2024	19.31 19.31	0.00	Paid	Y 06/01/2024
06012024 120639	MICROFRAME DMV TAKE-A-NUMBER TICKETS 6700-6705-6214.00000	06/01/2024 Bjohnson18 OPERATING SUPPLIES	06/24/2024	166.80 166.80	0.00	Paid	Y 06/01/2024
06012024 120640	AMAZON BREAKROOM/KITCHEN SOAP 7100-7105-6214.00000	06/01/2024 Bjohnson18 OPERATING SUPPLIES	06/24/2024	30.33 30.33	0.00	Paid	Y 06/01/2024
06012024 120641	AMAZON SUPPLIES - ADMIN DESK LAMP 1000-1030-6214.00000	06/01/2024 Bjohnson18 OPERATING SUPPLIES	06/24/2024	35.97 35.97	0.00	Paid	Y 06/01/2024
06012024 120642	AMAZON STAMP/INK PAD REFILL - ROSS GLAD 1000-1430-6214.00000	06/01/2024 Bjohnson18 OPERATING SUPPLIES	06/24/2024	12.70 12.70	0.00	Paid	Y 06/01/2024
06012024 120643	AMAZON DOOR STOPPERS - SUPPLIES CITY HALL 7100-7105-6214.00000	06/01/2024 Bjohnson18 OPERATING SUPPLIES	06/24/2024	5.55 5.55	0.00	Paid	Y 06/01/2024
06012024 120644	MN STATE COLLEGES MN COMMERCIAL VEHICLE INSPECTOR 7000-7010-6718.00000	06/01/2024 Bjohnson18 LICENSES TAXES & FEES	06/24/2024	110.00 110.00	0.00	Paid	Y 06/01/2024

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Purchase Card Vendor: 100292 U. S. BANCORP							
06012024							
120645	O'REILLY AUTO PARTS	06/01/2024	06/24/2024	10.16	0.00	Paid	Y
	V POWER PLUG	Bjohnson18					06/01/2024
	7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES		10.16			
06012024							
120646	O'REILLY AUTO PARTS	06/01/2024	06/24/2024	32.99	0.00	Paid	Y
	CIRCUIT BREAKER	Bjohnson18					06/01/2024
	7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES		32.99			
06012024							
120647	AMAZON	06/01/2024	06/24/2024	110.16	0.00	Paid	Y
	FILTERS/LAMP	Bjohnson18					06/01/2024
	7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES		110.16			
06012024							
120648	AMAZON	06/01/2024	06/24/2024	69.99	0.00	Paid	Y
	FUEL FILTER	Bjohnson18					06/01/2024
	7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES		69.99			
06012024							
120649	AMAZON	06/01/2024	06/24/2024	42.75	0.00	Paid	Y
	FINDING PASTE	Bjohnson18					06/01/2024
	7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES		42.75			
06012024							
120650	AMAZON	06/01/2024	06/24/2024	58.98	0.00	Paid	Y
	TANK CAP / STROBE LIGHT	Bjohnson18					06/01/2024
	7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES		58.98			
06012024							
120651	O'REILLY AUTO PARTS	06/01/2024	06/24/2024	14.99	0.00	Paid	Y
	CLEANER-INJECTION	Bjohnson18					06/01/2024
	7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES		14.99			
06012024							
120652	O'REILLY AUTO PARTS	06/01/2024	06/24/2024	454.98	0.00	Paid	Y
	BATTERIES	Bjohnson18					06/01/2024
	7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES		454.98			
06012024							
120653	TRENCHERS PLUS	06/01/2024	06/24/2024	659.77	0.00	Paid	Y
	OIL & FUEL FILTERS	Bjohnson18					06/01/2024
	7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES		659.77			

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	JrnLized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Purchase Card Vendor: 100292 U. S. BANCORP							
06012024	AMAZON	06/01/2024	06/24/2024	57.98	0.00	Paid	Y
120654	TRAILER HITCH	Bjohnson18					06/01/2024
	7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES		57.98			
06012024	AMAZON	06/01/2024	06/24/2024	123.89	0.00	Paid	Y
120655	ACTUATORS / ELBOWS	Bjohnson18					06/01/2024
	7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES		123.89			
06012024	GVCF	06/01/2024	06/24/2024	150.00	0.00	Paid	Y
120656	GV PRIDE EVENT REGISTRATION	Bjohnson18					06/01/2024
	1000-1030-6740.00000	CONTINGENCY		150.00			
06012024	MTCE	06/01/2024	06/24/2024	75.00	0.00	Paid	Y
120657	MTCE - NOAH KNAPP	Bjohnson18					06/01/2024
	1000-1005-6510.00000	MEETING / TRAVEL EXPENSE		75.00			
06012024	WRISTBAND BROS	06/01/2024	06/24/2024	225.00	0.00	Paid	Y
120658	WRISTBANDS - SWAG	Bjohnson18					06/01/2024
	1000-1030-6740.00000	CONTINGENCY		225.00			
06012024	STICKER MULE	06/01/2024	06/24/2024	196.00	0.00	Paid	Y
120659	STICKERS - MARKETING SWAG	Bjohnson18					06/01/2024
	1000-1030-6740.00000	CONTINGENCY		196.00			
06012024	HY-VEE INC	06/01/2024	06/24/2024	46.96	0.00	Paid	Y
120660	EVENT CANDY	Bjohnson18					06/01/2024
	1000-1030-6740.00000	CONTINGENCY		46.96			
06012024	AMAZON	06/01/2024	06/24/2024	1,165.00	0.00	Paid	Y
120661	C-SHAPE PITCHING NETS	Bjohnson18					06/01/2024
	1000-1330-6214.00000	OPERATING SUPPLIES		1,165.00			
06012024	APRES	06/01/2024	06/24/2024	2,260.00	0.00	Paid	Y
120662	STAGE FOR WHIZ BANG	Bjohnson18					06/01/2024
	1000-1380-6710.00000	RECREATION SERVICES		2,260.00			

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
Purchase Card Vendor: 100292 U. S. BANCORP							
06012024 120663	PETSMART ANIMAL SUPPLIES 1000-1200-6214.00000	06/01/2024 Bjohnson18 OPERATING SUPPLIES	06/24/2024	86.93 86.93	0.00	Paid	Y 06/01/2024
06012024 120664	BLUE PEARL MINNESOTA CARE FOR ANIMAL IN CUSTODY 1000-1200-6214.00000	06/01/2024 Bjohnson18 OPERATING SUPPLIES	06/24/2024	1,772.58 1,772.58	0.00	Paid	Y 06/01/2024
06012024 120665	HY-VEE INC WATER 1000-1200-6214.00000	06/01/2024 Bjohnson18 OPERATING SUPPLIES	06/24/2024	10.92 10.92	0.00	Paid	Y 06/01/2024
06012024 120666	HY-VEE INC SUPPLIES FOR SWEARING-IN 1000-1200-6214.00000	06/01/2024 Bjohnson18 OPERATING SUPPLIES	06/24/2024	76.21 76.21	0.00	Paid	Y 06/01/2024
06012024 120667	HY-VEE INC WATER 1000-1200-6214.00000	06/01/2024 Bjohnson18 OPERATING SUPPLIES	06/24/2024	7.28 7.28	0.00	Paid	Y 06/01/2024
06012024 120668	FBI-LEEDA TRAINING REGISTRATION 1000-1205-6512.00000	06/01/2024 Bjohnson18 CONFERENCE & SCHOOLS	06/24/2024	795.00 795.00	0.00	Paid	Y 06/01/2024
06012024 120669	BCA USERS CONFERENCE 1000-1200-6512.00000	06/01/2024 Bjohnson18 CONFERENCE & SCHOOLS	06/24/2024	300.00 300.00	0.00	Paid	Y 06/01/2024
06012024 120670	HY-VEE INC ICE CREAM FOR MIDDLE SCHOOL OUTREA 1000-1200-6382.00000	06/01/2024 Bjohnson18 ADVERTISING / PROMOTIONS	06/24/2024	77.91 77.91	0.00	Paid	Y 06/01/2024
06012024 120671	MENARDS LUMBER - GREEN TREATED 1000-1610-6214.00000	06/01/2024 Bjohnson18 OPERATING SUPPLIES	06/24/2024	77.00 77.00	0.00	Paid	Y 06/01/2024

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	JrnLized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Purchase Card Vendor: 100292 U. S. BANCORP							
06012024	AMAZON	06/01/2024	06/24/2024	(149.75)	0.00	Paid	Y
120672	CREDIT FOR TRACTION FOOT	Bjohnson18					06/01/2024
	1000-1610-6214.00000	OPERATING SUPPLIES		(149.75)			
06012024	AMAZON	06/01/2024	06/24/2024	180.00	0.00	Paid	Y
120673	REFLECTIVE TAPE	Bjohnson18					06/01/2024
	1000-1610-6214.00000	OPERATING SUPPLIES		180.00			
06012024	MN DEPT OF LABOR	06/01/2024	06/24/2024	20.00	0.00	Paid	Y
120674	BOILER LICENSE - SASS	Bjohnson18					06/01/2024
	7100-7115-6718.00000	LICENSES TAXES & FEES		20.00			
06012024	PLEASANT HILLS	06/01/2024	06/24/2024	122.49	0.00	Paid	Y
120675	WORK BOOTS	Bjohnson18					06/01/2024
	6000-6005-6216.00000	CLOTHING & PERSONAL EQUIPMENT		122.49			
06012024	PLEASANT HILLS	06/01/2024	06/24/2024	122.50	0.00	Paid	Y
120676	WORK BOOTS	Bjohnson18					06/01/2024
	6100-6105-6216.00000	CLOTHING & PERSONAL EQUIPMENT		122.50			
06012024	HOME DEPOT	06/01/2024	06/24/2024	394.39	0.00	Paid	Y
120677	TOOLS FOR WTP	Bjohnson18					06/01/2024
	6000-6020-6234.00000	EQUIPMENT PARTS & SUPPLIES		394.39			
06012024	AMAZON	06/01/2024	06/24/2024	139.69	0.00	Paid	Y
120678	SUPPLIES FOR WTP	Bjohnson18					06/01/2024
	6000-6020-6234.00000	EQUIPMENT PARTS & SUPPLIES		139.69			
06012024	APWA	06/01/2024	06/24/2024	908.00	0.00	Paid	Y
120679	PWX REGISTRATION - RICHARD	Bjohnson18					06/01/2024
	1000-1400-6512.00000	CONFERENCE & SCHOOLS		908.00			
06012024	DELTA AIRLINES	06/01/2024	06/24/2024	626.95	0.00	Paid	Y
120680	RETURN FLIGHT TO ATL FOR PWX	Bjohnson18					06/01/2024
	1000-1400-6510.00000	MEETING / TRAVEL EXPENSE		626.95			

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlnized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Purchase Card Vendor: 100292 U. S. BANCORP							
06012024							
120681	BOARD OF AELSLAGID	06/01/2024	06/24/2024	122.50	0.00	Paid	Y
	PE LICENSE RENEWAL	Bjohnson18					06/01/2024
	1000-1400-6718.00000	LICENSES TAXES & FEES		122.50			
06012024							
120682	MENARDS	06/01/2024	06/24/2024	21.38	0.00	Paid	Y
	CRACKED CORN FOR BAITING CARP IN	Bjohnson18					06/01/2024
	6200-6220-6214.00000-00072224	OPERATING SUPPLIES		21.38			
06012024							
120683	AMAZON	06/01/2024	06/24/2024	299.98	0.00	Paid	Y
	MONITORS	Bjohnson18					06/01/2024
	7100-7110-6234.00000	EQUIPMENT PARTS & SUPPLIES		299.98			
06012024							
120684	AMAZON	06/01/2024	06/24/2024	27.99	0.00	Paid	Y
	DP TO HDMI ADAPTERS	Bjohnson18					06/01/2024
	7100-7110-6214.00000	OPERATING SUPPLIES		27.99			
06012024							
120685	AMAZON	06/01/2024	06/24/2024	33.99	0.00	Paid	Y
	DUAL MONITOR STAND	Bjohnson18					06/01/2024
	7100-7110-6214.00000	OPERATING SUPPLIES		33.99			
06012024							
120686	AMAZON	06/01/2024	06/24/2024	85.14	0.00	Paid	Y
	LAPTOP BAGS	Bjohnson18					06/01/2024
	7100-7110-6214.00000	OPERATING SUPPLIES		85.14			
06012024							
120687	AMAZON	06/01/2024	06/24/2024	23.64	0.00	Paid	Y
	WIRELESS MICE	Bjohnson18					06/01/2024
	7100-7110-6214.00000	OPERATING SUPPLIES		23.64			
06012024							
120688	ECR	06/01/2024	06/24/2024	102.00	0.00	Paid	Y
	CENTOS OPERATING SYSTEM RENEWAL	Bjohnson18					06/01/2024
	7100-7110-6234.00000	EQUIPMENT PARTS & SUPPLIES		102.00			
06012024							
120689	AMAZON	06/01/2024	06/24/2024	28.98	0.00	Paid	Y
	CASTERS	Bjohnson18					06/01/2024
	6000-6020-6214.00000	OPERATING SUPPLIES		28.98			

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Purchase Card Vendor: 100292 U. S. BANCORP							
06012024	AMAZON	06/01/2024	06/24/2024	58.47	0.00	Paid	Y
120690	SOCKETS/BREAKERS	Bjohnson18					06/01/2024
	1000-1567-6214.00000	OPERATING SUPPLIES		58.47			
06012024	MENARDS	06/01/2024	06/24/2024	79.62	0.00	Paid	Y
120691	NOZZLE/SPRAYER	Bjohnson18					06/01/2024
	1000-1565-6214.00000	OPERATING SUPPLIES		79.62			
06012024	MENARDS	06/01/2024	06/24/2024	154.91	0.00	Paid	Y
120692	RATCHET / DRILL	Bjohnson18					06/01/2024
	1000-1567-6214.00000	OPERATING SUPPLIES		154.91			
06012024	HOME DEPOT	06/01/2024	06/24/2024	104.71	0.00	Paid	Y
120693	STRAPS/PLANT FOOD/PADS	Bjohnson18					06/01/2024
	1000-1567-6214.00000	OPERATING SUPPLIES		104.71			
06012024	COUNTY INN & SUITES	06/01/2024	06/24/2024	108.66	0.00	Paid	Y
120694	HOTEL - NAUER	Bjohnson18					06/01/2024
	6100-6115-6512.00000	CONFERENCE & SCHOOLS		108.66			
06012024	COUNTY INN & SUITES	06/01/2024	06/24/2024	108.66	0.00	Paid	Y
120695	HOTEL - LEONARD	Bjohnson18					06/01/2024
	1000-1500-6512.00000	CONFERENCE & SCHOOLS		108.66			
06012024	AMAZON	06/01/2024	06/24/2024	146.91	0.00	Paid	Y
120696	GUARDS/PRIVACY FILM	Bjohnson18					06/01/2024
	7100-7115-6234.00000	EQUIPMENT PARTS & SUPPLIES		146.91			
06012024	HOME DEPOT	06/01/2024	06/24/2024	129.00	0.00	Paid	Y
120790	AMMO BOX	Bjohnson18					06/01/2024
	1000-1200-6214.00000	OPERATING SUPPLIES		129.00			
06012024	US BANK REBATE	06/01/2024	06/24/2024	(1,090.73)	0.00	Paid	Y
120791	US BANK REBATE	Bjohnson18					06/01/2024
	8900-8900-4852.00000	INTEREST INCOME		(1,090.73)			

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date

Purchase Card Vendor: 100292 U. S. BANCORP

Total Purchase Card Vendor: 100292 U. S. BANCORP

# of Invoices:	88	# Due:	0	Totals:	
# of Credit Memos:	2	# Due:	0	Totals:	

Net of Invoices and Credit Memos:

18,651.54	0.00
19,892.02	0.00
(1,240.48)	0.00
18,651.54	0.00

INVOICE REGISTER REPORT FOR CITY OF ROBBINSDALE
EXP CHECK RUN DATES 06/24/2024 - 06/24/2024
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
VENDOR CODE: CC VENDOR - CHECK TYPE: EFT

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
GL Distribution							
--- TOTALS BY FUND ---							
	1000 - GENERAL FUND			12,044.19	0.00		
	6000 - WATER			2,407.56	0.00		
	6100 - SANITARY SEWER			231.16	0.00		
	6200 - STORM SEWER			21.38	0.00		
	6700 - DEPUTY REGISTRAR			214.56	0.00		
	7000 - CENTRAL GARAGE			2,372.64	0.00		
	7100 - CENTRAL SERVICES			2,450.78	0.00		
	8900 - INVESTMENT CONTROL			(1,090.73)	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	1005 - LEGISLATIVE			75.00	0.00		
	1030 - ADMINISTRATIVE SERVICES			788.88	0.00		
	1050 - FINANCIAL SERVICES			637.80	0.00		
	1100 - PLANNING & ZONING			19.31	0.00		
	1200 - POLICE SUPPORT SERVICES			2,671.36	0.00		
	1205 - PATROL SERVICES			1,907.19	0.00		
	1220 - INVESTIGATIONS / SPECIAL S			54.14	0.00		
	1260 - FIRE PREVENTION / SUPPRESS			181.74	0.00		
	1330 - YOUTH - CHILDREN PROGRAMS			1,165.00	0.00		
	1380 - CITY BAND			2,260.00	0.00		
	1400 - ENGINEERING SERVICES			1,657.45	0.00		
	1430 - BUILDING INSPECTIONS			12.70	0.00		
	1500 - PARKS ADMINISTRATION			108.66	0.00		
	1565 - PARKS FACILITY MAINTENANCE			79.62	0.00		
	1567 - PARKS EQUIPMENT MAINTENANC			318.09	0.00		
	1610 - STREET & BOULEVARD MAINTEN			107.25	0.00		
	6005 - WATER UTILITY ADMINISTRATI			122.49	0.00		
	6020 - WATER UTILITY WELL & PLANT			2,285.07	0.00		
	6105 - SANITARY SEWER ADMINISTRAT			122.50	0.00		
	6115 - SAN SEWER MAINTENANCE			108.66	0.00		
	6220 - STORM SEWER CAP IMPROVEMEN			21.38	0.00		
	6705 - LICENSE CENTER OPERATIONS			214.56	0.00		
	7010 - CG VEHICLE MAINTENANCE			2,372.64	0.00		
	7105 - CS GENERAL OFFICE			72.34	0.00		
	7110 - CS INFORMATION TECHNOLOGY			751.74	0.00		
	7115 - CS GOVERNMENT BUILDINGS			1,626.70	0.00		
	8900 - INVESTMENT CONTROL			(1,090.73)	0.00		

--- TOTALS BY PAYMENT CARD ACCOUNT ---

0084	779.07
0337	637.80
0731	1,247.07

INVOICE REGISTER REPORT FOR CITY OF ROBBINSDALE
EXP CHECK RUN DATES 06/24/2024 - 06/24/2024
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
VENDOR CODE: CC VENDOR - CHECK TYPE: EFT

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
--- TOTALS BY PAYMENT CARD ACCOUNT ---							
	GL Distribution						
	1219			3,425.00			
	1355			107.25			
	1568			692.96			
	2743			129.00			
	3103			1,431.45			
	4364			377.91			
	5111			47.76			
	5157			138.60			
	6119			210.53			
	6348			1,678.83			
	6658			1,112.19			
	6719			125.62			
	6932			1,746.64			
	8046			1,722.01			
	8415			572.74			
	8424			790.92			
	8631			2,748.92			
	8722			20.00			
	NONE			(1,090.73)			

TO: Mayor and City Council
PREPARED BY: Chase Peterson-Etem, City Clerk/Assistant to City Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: August 5, 2024
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.

Analysis:

Not applicable.

Recommendation:

By motion, approve issuance of licenses dated 8/5/2024.

Attachments:

1. Licenses

Contractor Licenses for Council Approval

<u>Name</u>	<u>Licensee Type</u>	<u>Fee Amount</u>
C & M HEATING & AIR CONDITIONING INC	Mechanical Contractor	\$50.00
CSH SERVICES LLC	Mechanical Contractor	\$50.00
FARR PLUMBING & HEATING	Plumbing Contractor	\$50.00
FIRST CLASS PLUMBING LLC	Plumbing Contractor	\$50.00
HEATING & COOLING TWO INC	Mechanical Contractor	\$50.00
HEATING & COOLING TWO INC	Plumbing Contractor	\$50.00
HY-VEE CONSTRUCTION	General Contractor	\$50.00
JESSE TOUTGES LLC	Plumbing Contractor	\$50.00
MICHAL'S HHH	Mechanical Contractor	\$50.00
SEMLAK PLUMBING	Plumbing Contractor	\$50.00
TOTAL HVAC SOLUTIONS LLC	Mechanical Contractor	\$50.00

Number of Licenses Requesting Council Approval:

11

BUSINESS LICENSES FOR COUNCIL APPROVAL

07/25/2024

License Type	Applicant	License Fee
Parking Ramp	NORTH MEMORIAL HEALTH	300.00
Parking Ramp	BIRDTOWN FLATS	100.00
Parking Ramp	ROBBINSDALE TOWN CENTER	100.00
Tree/Lawn Fertilizer	ROMERO LANDSCAPE & TREE SERVICE	50.00

BUSINESS LICENSES FOR COUNCIL APPROVAL

08/05/2024

License Type	Applicant	License Fee
Temporary Food	Robbinsdale Lions	50.00

TO: Mayor and City Council

PREPARED BY: Tim Sandvik, City Manager, Patrick Foley, Police Chief

APPROVED BY: Tim Sandvik, City Manager

DATE: August 5, 2024

RE: Accept Donation of Fire Suppression Tools (FST) from Minneapolis
Cataract and Robbinsdale Masonic Lodge

Background:

Recently, The Minneapolis Cataract and Robbinsdale Masonic Lodge have teamed up to raise enough funds to donate ten Fire Suppression Tools (FST) to the Robbinsdale Police Department.

Analysis:

The FST is a highly effective non-pressurized suppression tool that first responders can throw into structures that are actively on fire. Approximately 8 seconds after activation, an aerosol mist is generated which floods the space (up to 5300 cubic feet) for approximately 35 seconds to prevent flash-over and back-draft without removing oxygen. The FST's cost approximately \$1,000 per device. Several other police agencies have received FST's donated by the Mason's with great success.

In March of 2024 the Washington County Sheriff's Office used an FST in a house fire saving the house and two dogs. The Robbinsdale Police Department wishes to accept this donation and extend our gratitude to the Robbinsdale and Minneapolis Cataract Masonic Lodge.

Recommendation:

Accept donation of 10 FSTs from the Minneapolis Cataract and Robbinsdale Masonic Lodge.

Attachments:

None

TO: Mayor and City Council

PREPARED BY:

APPROVED BY: Tim Sandvik, City Manager

DATE: August 5, 2024

RE: Joint Powers Agreement for Continued Participation in Shingle Creek Watershed Management Commission

Background:

Since the early 1980's, cities in the metropolitan area have been required to manage surface water in accordance with the Metropolitan Water Management Program set out in Minnesota Statutes, sections 103B.201 through 103B.253 ("Act"). To address that requirement, the City, together with the other cities in the watershed, adopted a joint powers agreement in 1984 to form the Watershed Management Commission. The Watershed Management Commission constitutes a joint powers watershed management organization under Minnesota Statutes, section 103B.211 and is authorized to carry out the duties under the Act.

Analysis:

Since its formation, the Watershed Management Commission has developed and adopted watershed management plans and assisted with funding water quality and flood control projects throughout the watershed. Additional information on the Watershed Management Commission and its work is provided in the enclosed background sheet.

The joint powers agreement has been amended and renewed since its original adoption, with the current agreement expiring on December 31, 2024. The text of the joint powers agreement has not been substantially updated since its original adoption in 1984, when the parties could only speculate about how these newly created watershed management organizations would operate. A lot has been learned since then.

The Watershed Management Commission now has decades of operational experience and a long history of successful water projects. The updated joint powers agreement better reflects how the Watershed Management Commission actually operates, removes some of the historic language that is no longer needed, and addresses the current requirements in the statutes and rules.

While the wording was substantially updated to create the current agreement, there were relatively few substantive changes. The primary changes from the previous agreement are:

- The Commission may pay the registration fee (only) for Commissioners to attend in-state educational conferences. The Commission does not pay Commissioners and does not otherwise reimburse their expenses.
- The list of Commission powers was revised to remove one that authorized the Commission to order cities to perform certain water related maintenance activities and another that allowed the Commission to order cities to construct certain drainage projects or improvements. The Commission's authority to undertake projects on its own was also

clarified in the agreement, along with a better explanation of non-CIP and CIP projects specifying which types of projects may only be undertaken by a member city and which types may be approved and contracted by the Commission.

- The term of the agreement is 20 years. The original agreement had a 20-year term, which was then extended by 10 years when other amendments were adopted. The agreement was then extended for an additional 10 years. The Commission considered recommending a 30-year term for this renewal, but settled on a 20-year term as the appropriate balance between wanting to limit the costs and effort to update and obtain renewed approvals and providing a reasonable opportunity for all members to review and make updates as needed.
- The dispute resolution process was changed from arbitration to mediation.

The financial protections and contribution caps the member cities amended into the agreement in 2004 remain in the agreement. There were no changes to the appointment of Commissioners, alternates, or their voting authority.

As with any joint powers agreement, all member cities need to adopt the same agreement language. The Commission, and its Technical Advisory Commission made up of city staff, spent several meetings and a work session discussing the updates to the agreement and, on July 11, 2024, the Commission voted to forward the enclosed joint powers agreement to the member cities with a recommendation that it be adopted. The joint powers agreement is now before the City Council for consideration and approval.

Recommendation:

By resolution, Authorize the City of Robbinsdale's participation in a Joine Powers Agreement for the Continued Operation of the Shingle Creek Watershe Managment Commission.

Attachments:

1. Watershed Background One Pager_Final
2. Approval Resolution for Shingle Creek
3. 2025 Shingle Creek Joint Powers Agreement(v6)

Shingle Creek and West Mississippi Watershed Commissions



www.shinglecreek.org

What do the Watershed Commissions do?

We partner with cities, property owners, and others to protect and improve lakes, streams, and wetlands. The Watershed Commissions:

- Monitor water quality in lakes and streams
- Set policy and standards
- Support cities with their NPDES permits
- Provide education and outreach programming
- Complete feasibility studies for potential projects
- Collaboratively implement water quality and flood mitigation projects
- Leverage grant funding and partnerships to move projects forward

We are governed by citizen boards and advised by a technical advisory committee of key city staff.

What is the history of the Commissions?

The Commissions' roots go back to the early 1970s, when seven cities jointly funded the Shingle Creek Basin Management Study. The cities saw an opportunity in jointly managing the watersheds through common standards, water quality monitoring, and evaluations of flooding potential. The Shingle Creek and West Mississippi Watershed Management Commissions (SCWM) were officially established in 1984 after the 1982 Surface Water Management Act required the Metro area be divided into drainage areas. These areas are under the planning and oversight of watershed management organizations (WMOs) based on drainage boundaries rather than county or municipal boundaries.

Shingle Creek and West Mississippi Watershed Member Cities

Brooklyn Center (SC and WM)
Brooklyn Park (SC and WM)
Crystal (SC only)
Champlin (WM only)
Maple Grove (SC and WM)
Minneapolis (SC only)
New Hope (SC only)
Osseo (SC and WM)
Plymouth (SC only)
Robbinsdale (SC only)

Minnesota Statutes allowed cities to form either a watershed district or a joint powers commission. The cities did not wish to create "another layer of government," or more importantly, another taxing body. The joint powers type of organization was selected because cities believed it provided the best balance of watershed wide policies and strategies while retaining flexibility and local input at the lowest cost.

Why are Shingle Creek and West Mississippi separate WMOs?

At the time the WMOs were established, the landscape in the two watersheds was very different. There are 16 lakes and several streams in Shingle Creek, and the land was more developed. The water resources in West Mississippi were primarily wetlands, and there were still agricultural lands. The cities decided to establish separate watershed entities, but over time with development they have become more alike. Currently they operate as "sister" organizations, planning and operating jointly but maintaining their distinct identities.

Read more about our accomplishments! ➡

Water quality in the lakes has improved!

When evaluated in the early 2000s, 13 of the 16 lakes in the watershed did not meet state water quality standards for nutrients and were listed as “Impaired Waters,” with poor water clarity, excessive algae blooms, and degraded aquatic ecosystems. The Commission and cities implemented plans of action and five of those lakes now meet standards and have been “delisted.” Several other lakes are currently under active management and improving.

Water quality in the streams has gotten better...to a point.

Long-term monitoring shows nutrients and sediment are improving in Shingle and Bass Creeks, from a combination of stream stabilization and other projects, better erosion control and enhanced street sweeping. Unfortunately, chloride concentrations from road salt remain stubbornly high.

We’re partnering with other WMOs to expand our reach and resources.

The West Metro Water Alliance (WMWA) is a partnership between SCWM and Elm Creek and Bassett Creek WMOs. WMWA pools resources to offer education and outreach throughout the four watersheds. A notable program is Watershed PREP that provides classroom instruction to fourth graders. *Over 22,000 students have participated.*

This education partnership was recently expanded to include Hennepin County and the Richfield-Bloomington WMO, who help fund a shared education coordinator dedicated to developing and delivering common messaging and coordination.

More information can be found on the Commissions’ website
www.shinglecreek.org.

STATUS OF LAKES

Meet Standards:

- Schmidt
- Lower Twin
- Ryan
- Bass
- Pomerleau

Current Projects:

- Meadow
- Crystal
- Eagle
- Pike

What are some of these projects?

Over the last 10 years, the Commission was awarded over \$3.5 million in grants for water quality improvement projects. The Commission provided over \$5 million in cost-share funds to help cities undertake nearly 30 projects, including the award-winning Becker Park Infiltration Project in Crystal; channel stabilization projects on Shingle Creek and Bass Creek; alum treatments on Bass, Pomerleau, Crystal and Meadow Lakes; carp management on Crystal and Twin Lakes; and a drawdown of Meadow Lake.

What’s coming up?

Some exciting city/watershed actions planned or underway are:

- Phosphorus load reductions in Eagle and Pike Lakes in Maple Grove/Plymouth
- Continued invasive carp management in Crystal and Twin Lakes
- Additional Shingle Creek stream restoration projects in Brooklyn Park and Minneapolis
- Collaborative work toward Mississippi Riverbank restorations in Brooklyn Park
- Increased emphasis on reducing chloride and bacteria pollution in our waters
- An ongoing assessment of climate vulnerabilities and resiliency actions
- Enhanced outreach and engagement with our increasingly more diverse population

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 5th day of August 2024.

RESOLUTION NO. _____

**RESOLUTION APPROVING A JOINT POWERS AGREEMENT
FOR THE CONTINUED OPERATION OF THE SHINGLE
CREEK WATERSHED MANAGEMENT COMMISSION**

WHEREAS, the City has been a member of the Shingle Creek Watershed Management Commission (“Watershed Management Commission”) since it was originally establishment in 1984; and

WHEREAS, the City is a member of the Watershed Management Commission to address its obligation under Minnesota Statutes, sections 103B.201 through 103B.253 to manage surface water within the watershed; and

WHEREAS, the current joint powers agreement, which is a cooperative effort of all nine cities with land in the watershed, expires on December 31, 2024; and

WHEREAS, the attached joint powers agreement, which is incorporated herein by reference, updates the language in the agreement to remove historic language that is no longer needed, more accurately reflect how the Watershed Management Commission actually operates, and provide for its continued operation through January 1, 2045; and

WHEREAS, the Watershed Management Commission has funded many projects throughout the watershed, including in the City, which has contributed to improved surface water quality and ecological integrity within the watershed; and

WHEREAS, the City Council determines it is in the best interests of the City to continue its participation in the Watershed Management Commission to further its goals of improving water quality and in furtherance of satisfying its obligations to properly manage surface water in accordance with the Metropolitan Surface Water Management Program.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Robbinsdale, Minnesota: The attached Shingle Creek Watershed Management Commission Joint Powers Agreement is hereby approved and entered into by the City. AND, The Mayor and Clerk are hereby authorized and directed to execute the attached joint powers agreement on behalf of the City.

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

And the following voted against the same:

PASSED AND ADOPTED BY THE CITY COUNCIL THIS 5th DAY OF August, 2024.

William A. Blonigan, Mayor

ATTEST:

Chase Peterson-Etem, City Clerk

SHINGLE CREEK WATERSHED MANAGEMENT COMMISSION JOINT POWERS AGREEMENT

THIS JOINT POWERS AGREEMENT is made and entered into by and among the cities of Brooklyn Center, Brooklyn Park, Crystal, Maple Grove, Minneapolis, New Hope, Osseo, Plymouth, and Robbinsdale. The cities that are parties to this Agreement may hereafter be referred to individually as a “Member” or collectively as the “Members.”

RECITALS

- A. Local government units in the metropolitan area are required by the Metropolitan Water Management Program (Minn. Stat. § 103B.201 to 103B.255) to plan for and manage surface water.
- B. Under the Act, one of the options available to local government units to satisfy the requirements of the Act is to adopt a joint powers agreement pursuant to Minn. Stat. § 471.59 to establish a watershed management organization to jointly plan for and manage surface water within a watershed.
- C. The Members preferred to manage surface waters through a joint board rather than the traditional watershed model and acted pursuant to the new authority to adopt a joint powers agreement in 1984 establishing the Shingle Creek Watershed Management Commission to cooperatively manage and plan for the management of surface water within the Watershed.
- D. The original joint powers agreement has been updated and amended several times, and the term of the current joint powers agreement expires on December 31, 2024.
- E. The Members previously acted pursuant to their authority to establish the “Shingle Creek Watershed Board of Commissioners” and said Board is hereby reaffirmed as the entity charged with the authority and responsibility to manage the Commission.
- F. The Board has previously acted to adopt a Watershed Management Plan for the watershed and has regularly updated the Watershed Management Plan in accordance with law.
- G. The Commission works cooperatively with Hennepin County, Three Rivers Park District, and several other stakeholders to achieve the goals of the Watershed Management Plan.
- H. The Members desire to enter into this Agreement to reaffirm the Commission and the Board in furtherance of its efforts to continue working cooperatively to prepare and administer a surface water management plan to manage surface water within the watershed in accordance with the Act and Minn. R., chapter 8410.

AGREEMENT

In consideration of the mutual promises and agreements contained herein, the parties mutually agree as follows:

SECTION I ESTABLISHMENT, GENERAL PURPOSE, AND DEFINITIONS

- 1.1 Reaffirming the Establishment. The Members hereby reaffirm and ratify the establishment and continued operation of the “Shingle Creek Watershed Management Commission” pursuant to the Act and such other laws and rules as may apply.
- 1.2 General Purpose. The general purpose of this Agreement is to continue the Commission and its work on behalf of the Members to cooperatively adopt, administer, and update as needed the Watershed Management Plan, and to carry out the purposes identified in Minn. Stat. § 103B.201 and the other provisions of the Act. The plan and programs shall operate within the boundaries of the Shingle Creek Watershed as identified in the official map filed with the Minnesota Board of Soil and Water Resources. The most current version of the official map defining the boundaries of the Watershed is incorporated herein by reference. The boundaries of the Watershed are subject to change utilizing the procedure set out in Minn. Stat. § 103B.225 as may be needed to better reflect the hydrological boundaries of the Area.
- 1.3 Definitions. The definitions contained in Minn. Stat. § 103B.205 and Minn. R., part 8410.0020 are hereby adopted by reference, except that the following terms shall have the meanings given them in this section.
 - (a) Act. “Act” means the Metropolitan Surface Water Management Program set out in Minn. Stat. §§ 103B.201 to 103B.255.
 - (b) Alternate Commissioner. “Alternate Commissioner” means the person appointed by a Member to serve as its alternate to represent the Member on the Board in the absence or disability of its appointed Commissioner.
 - (c) Board. “Board” means the board of commissioners established by this Agreement to manage and make decisions on behalf of the Shingle Creek Watershed Management Commission.
 - (d) Capital Improvement. “Capital Improvement” has the meaning given it in Minn. R., part 8410.0020, subp. 3 and includes the purchase of capital equipment that satisfies the eligibility criteria established by the Board for funding as a CIP Project.
 - (e) Capital Improvement Program. “Capital Improvement Program” has the meaning given the term in Minn. Stat. § 103B.205, subd. 3.

- (f) CIP Project. “CIP Project” means a planned Capital Improvement that is part of the Commission’s Capital Improvement Program, is set out in its Water Management Plan, and is eligible for funding by the Commission.
- (g) City Council. “City Council” means the city council of a Member to this Agreement.
- (h) Commission. “Commission” means the watershed management organization established by this Agreement in accordance with the Act, the full name of which is the “Shingle Creek Watershed Management Commission.”
- (i) Commissioner. “Commissioner” means the person appointed by a Member as its primary representative on the Board.
- (j) County. “County” means Hennepin County, Minnesota.
- (k) Local Water Plan. “Local Water Plan” means the local water management plan each Member is required to develop and have reviewed as provided in Minn. Stat. § 103B.235 and Minn. R., part 8410.0160.
- (l) Member. “Member” means a city that is a signatory to this Agreement and is identified in section 2.1 of this Agreement.
- (m) Non-CIP Project. “Non-CIP Project” means a project undertaken by a Member or the Commission pursuant to this Agreement that does not qualify as a CIP Project and is not part of the projects included in the amount certified to the County to be included in the County’s levy. Examples of Non-CIP Projects include, but are not limited to, research projects, feasibility studies, water quality projects, maintenance projects.
- (n) TAC. “TAC” means the Technical Advisory Committee established by the Board and that is made up of a representative each Member, as appointed by the Member.
- (o) Watershed. “Watershed” means the Shingle Creek Watershed, which includes the area contained within a line drawn around the extremities of all terrain whose surface drainage is tributary to Shingle Creek and within the mapped areas delineated on the map filed with the Minnesota Board of Water and Soil Resources pursuant to the Act.
- (p) Watershed Management Plan. “Watershed Management Plan” means the plan developed and adopted in accordance with the Act, including all amendments and updates.

SECTION II MEMBERSHIP

- 2.1 Members. The following local government units are Members of the Commission: City of Brooklyn Center, City of Brooklyn Park, City of Crystal, City of Maple Grove, City of Minneapolis, City of New Hope, City of Osseo, City of Plymouth, and City of Robbinsdale.
- 2.2 Effect of Changes. No change in governmental boundaries, structure, or organizational status shall affect the eligibility of any local government unit listed above to be represented on the Commission, so long as such local government unit continues to exist as a separate political subdivision.

SECTION III BOARD OF COMMISSIONERS

- 3.1 Establishment. The Members hereby reaffirm the establishment and continued operation of the “Shingle Creek Watershed Board of Commissioners” in accordance with the Act. The Board shall carry out the purposes and have the powers as provided herein.
- 3.2 Board Appointments. The Commission is governed by the Board, which is comprised of nine Commissioners appointed by the Members. Each party to this Agreement is a Member of the Board and shall determine the eligibility and qualifications of its representative on the Board.
- (a) Commissioner. Each Member is responsible for appointing one person to serve as its representative (“**Commissioner**”) on the Board. Each Member is responsible for publishing a notice of a vacancy, whether resulting from expiration of its Commissioner position or otherwise, as required in Minn. Stat. § 103B.227, subd. 2. Each Commissioner shall have one vote on the Board and must be present to vote. The authority of a Commissioner to vote shall be suspended if the appointing Member is delinquent in making any payments due to the Commission. The voting authority of the Commissioner shall be restored once the Member pays all past due amounts.
- (b) Alternate Commissioner. Each Member may also appoint one Alternate Commissioner (“**Alternate Commissioner**”) to the Board in the same manner required to appoint a Commissioner. The Alternate Commissioner may attend all meetings and speak during the public input portion of the meeting, but is only authorized to vote at a Board meeting in the absence or disability of the appointing Member’s Commissioner. If the absent Commissioner is also an officer of the Board, the Alternate Commissioner shall not be entitled to serve as such officer. If necessary, the Board may select a current Commissioner to temporarily undertake the duties of the absent officer.

- (c) Term. The term of each Commissioner and Alternate Commissioner shall be three years commencing on February 1st. The terms are staggered so that no more than three Commissioners are up for appointment in a single year. The Commissioners from the Cities of Brooklyn Center, Brooklyn Park, and Crystal are appointed in the same year; the Commissioners from the Cities of Maple Grove, Minneapolis, and New Hope are appointed in the same year; and the Commissioners from the Cities of Osseo, Plymouth, and Robbinsdale are appointed in the same year. A Commissioner and an Alternate Commissioner shall serve until their successors are selected and qualify, unless they resign or are removed earlier as provided herein.
- (d) Notices. A Member shall provide the Commission written notice of its appointments, including the resolution making the appointments or a copy of the minutes of the meeting at which the appointments were made. The Commission shall notify BWSR of appointments and vacancies within 30 days after receiving notice from the Member. Members shall fill all vacancies within 90 days after the vacancy occurs.
- (e) Vacancy. A Member shall notify the Commission in writing within 10 days of the occurrence of a vacancy in its Commissioner or Alternate Commissioner positions. The Commission will notify BWSR of the vacancy within 30 days of receiving the notice of a vacancy as required by Minn. Stat. § 103B.227, subd. 1. The Member shall publish notice of the vacancy at least once in its official newspaper as required by Minn. Stat. § 103B.227, subd. 2. The notices must state that those interested in being appointed to serve on the Commission may submit their names to the Member for consideration. The notice must be published at least 15 days before the Member's City Council acts to fill the vacancy. The City Council must make the appointment within 90 days from the occurrence of the vacancy. The Member shall promptly notify the Commission of the appointment in writing. The appointed person shall serve the unexpired term of the position.
- (f) Removal. The City Council of a Member may remove its Commissioner for just cause as provided in Minn. Stat. § 103B.227, subd. 3 and in accordance with Minn. R., part 84100.0040. If a Commissioner is an elected official, or is an appointed official serving an indefinite term at the pleasure of the City Council, the City Council may remove the person at will, including if the person is not reelected. A Member may remove its Alternate Commissioner without cause. The Member shall notify the Board of the removal in writing within 10 days of acting to remove the Commissioner. The Commission shall notify BWSR of the vacancy within 30 days of receiving notice of the removal. The City Council shall act to fill the vacancy created by the removal within 90 days as provided in this Agreement.

3.3 Compensation and Expenses. Commissioners and Alternate Commissioners shall serve without compensation from the Commission. Commission funds may, but are not required to, be used to pay or reimburse the attendance fee for Commissioners and

Alternate Commissioners to attend an in-state educational conference related to the Commission's business if authorized by the Board in advance of the conference. Other expenses associated with attending a conference are not eligible for reimbursement by the Commission. Nothing herein prohibits a Member from choosing, in its sole discretion and cost, to compensate or reimburse the expenses of its Commissioner or Alternate Commissioner.

- 3.4 Board Officers. Each year at its February meeting the Board shall elect from among its Commissioners a Chair, Vice Chair, Secretary, and Treasurer. All such officers shall hold office for a term of one year until their successors have been duly elected by the Board. An officer may serve only while they remain a Member of the Board. A vacancy in an officer position shall be filled by Board election for the remainder of the unexpired term of such office.
- 3.5 Duties of Board Officers. The Chair shall serve as the presiding officer at Board meetings, execute documents on behalf of the Board, sign checks, and perform other duties and functions as may be determined by the Board. The Vice-Chair shall undertake the duties of the Chair in the absence or disability of the Chair. The Secretary shall maintain the records of the Commission, Board meeting minutes, ensure meetings are properly noticed, countersign documents with the Chair, and perform such other duties as assigned by the Board. The Secretary may delegate one or more specific duties of the position. The Treasurer shall oversee the Commission's budget and finances, sign checks, and perform such other duties as assigned by the Board.
- 3.6 Quorum. A majority of the Commissioners shall constitute a quorum. Less than a quorum may adjourn a scheduled meeting. A simple majority of a quorum is required for the Board to act unless a higher number of votes is required by law or this Agreement. A Board vacancy or the suspension of voting rights as provided herein shall temporarily reduce the number of Commissioners required for a quorum.
- 3.7 Meetings. The Board shall conduct meetings in accordance with the Minnesota Open Meeting Law (Minn. Stat., chap. 13D) and this section.
- (a) Regular Meetings. The Board shall develop a schedule of its regular meetings. The Board shall post the schedule on the Commission's website and provide a copy to each Member. The Secretary shall maintain a copy of the schedule of regular meetings. The Chair and Vice-Chair may cancel a meeting due to a lack of business items. The Secretary shall make a good faith effort to notify Commissioners of a meeting cancellation.
- (b) Special Meetings. The Board may hold such special meetings as it may determine are needed to conduct the business of the Commission. A special meeting may be called by the Chair or by any two Commissioners. The Secretary shall post and provide notice of special meetings to the Commissioners. Emailing notices to Commissioners shall constitute sufficient notice under this Agreement.

- (c) Annual Meeting. The February Board meeting shall constitute the annual meeting of the Commission.
- (d) Rules of Procedure. The Board shall conduct its meetings generally in accordance with the procedures set out in the most current version of Robert's Rules of Procedure without requiring strict conformance to its requirements. The Board may modify such rules as it determines is appropriate to facilitate the conducting of its business or adopt a different set of rules for its meetings. The Board may amend its rules from time to time as it determines is appropriate upon a majority vote of all Commissioners. The Board may also waive one or more specific rules as it determines are necessary to facilitate the conducting of its business. Voting and statutory requirements are not waivable.

SECTION IV POWERS AND DUTIES OF THE BOARD

- 4.1 Powers. The Board is authorized to exercise the powers in this section to carry out the purposes of the Commission.
 - (a) Powers Granted. The Board shall have the following powers.
 - (1) It may contract with or employ such persons or entities as it deems necessary to accomplish its duties and powers. Any employee may be on a full-time or part-time basis as the Board determines. Such employees and contracted consultants shall be considered Commission staff.
 - (2) It may contract for space, materials, supplies, and services to carry on its activities.
 - (3) It may acquire necessary personal property to carry out its powers and its duties.
 - (4) It shall prepare, adopt, implement in accordance with this Agreement, and update a Watershed Management Plan that satisfies the requirements of Minn. Stat. § 103B.231. The Watershed Management Plan shall address all items required by applicable laws and rules. In preparing said plan, the Board may consult with the engineering and planning staff of each Member and the Metropolitan Council and other public and private bodies to obtain and consider projections of land use, population growth, and other factors which are relevant to the improvement and development of the Watershed.
 - (5) It shall develop and adopt a capital improvement program as part of the Watershed Management Plan. The Board shall determine which projects to include in the capital improvement program.

- (6) It may undertake projects, including those provided in its capital improvement program, in accordance with the Watershed Management Plan and this Agreement. It may acquire a temporary interest in real property if required to facilitate a project.
- (7) It shall make necessary surveys or utilize other reliable surveys and data and develop projects to accomplish the purposes for which the Commission is organized.
- (8) It may cooperate or contract with the State of Minnesota, any political subdivision thereof, federal agency, or private or public organization to accomplish the purposes for which it is organized.
- (9) It shall regulate, conserve, and control the use of storm and surface water and groundwater within the Watershed.
- (10) It may contract for or purchase such insurance as the Board deems necessary for the protection of the Commission.
- (11) It may acquire, establish, and maintain devices acquiring and recording hydrological and water quality data within the Watershed. Devices acquired by the Board are owned by the Commission and shall be made available for use by Members as the Board determines is reasonable.
- (12) It may enter upon lands within or without the watershed to make surveys and investigations to accomplish the purposes of the Commission. The Commission shall be liable for actual damages resulting therefrom but every person who claims damages shall serve the Chair or Secretary of the Board with a Notice of Claim as required by Minn. Stat. § 466.05.
- (13) It shall provide any Member with technical data or any other information of which the Commission has knowledge which will assist the Member in preparing land use classifications or local water management plans within the Watershed.
- (14) It may provide legal and technical assistance in connection with litigation or other proceedings between one or more of its Members and any other political subdivision, commission, board, or agency relating to the planning or construction of facilities to drain or pond storm waters or relating to water quality within the Watershed. The use of Commission funds for litigation shall be only upon a favorable vote of a majority of the eligible votes of the then existing Members of the Commission. Such a vote is not required for the Board to expend Commission funds in the defense of a suit brought against the Commission or its Commissioners, in

accordance with applicable laws, to the extent such costs are not paid by the Commission's insurer.

- (15) It may accumulate reserve funds for the purposes herein mentioned and may invest funds of the Commission not currently needed for its operations, in the manner and subject to the laws of Minnesota applicable to statutory cities.
- (16) It may collect monies, subject to the provisions of this Agreement, from its Members, the County, and from any other source approved by a majority of its Board. The Board may accept gifts and seek and accept grants.
- (17) It may make contracts, incur expenses, and make expenditures necessary and incidental to the effectuation of these purposes and powers and may disburse therefor in the manner hereinafter provided.
- (18) It shall cause to be made an annual audit of the books and accounts of the Commission by a certified public accountant or the State Auditor, and shall transmit a copy of the annual audit to each Member, all in compliance with the requirements of M.R., part 8410.0150.
- (19) Its books, reports, and records shall be available for and open to inspection by the Members at all reasonable times.
- (20) It may recommend changes in this Agreement to the Members.
- (21) It may exercise all other powers necessary and incidental to the implementation of the purposes and powers set forth herein and as outlined and authorized by the Act and such other law as may apply.
- (22) It shall cooperate with the applicable state agencies in complying with the requirements of Minn. Stat., chap. 103G.
- (23) Each Member reserves the right to conduct separate or concurrent studies on any matter under study by the Commission.
- (24) It may define and designate subtrunk and subdistricts within the watershed, and shall have authority to separate the watershed into different subtrunks and subdistricts, and to allocate capital improvement costs to a subtrunk or subdistrict area if that district is the only area that benefits from the capital improvement.
- (25) It shall establish a procedure for establishing citizen or technical advisory committees and to provide other means for public participation.

- (b) Powers Reserved. The Board shall not have any of the powers identified in this paragraph. Expressly identifying specific powers reserved to the Members is not intended to expand, by negative implication, the powers granted above to the Board.
- (1) Eminent Domain. The Commission does not have the power of eminent domain. Any easements or other interests in land necessary to be acquired for an Improvement Project shall be acquired as provided below.
 - (2) Real Property. The Commission shall not own any interest in real property. All interests in lands shall be held in the name of the Member wherein said lands are located. This provision does not prohibit the Commission from acquiring a temporary interest in real estate as needed to conduct studies, undertake a project, or to otherwise carry out its duties.
 - (3) Bonding. The Commission does not have the power to issue certificates, warrants, or bonds.
 - (4) Special Assessments. The Commission shall not have the power to levy a special assessment upon any privately or publicly owned land. All such assessments shall be levied by the Member wherein said lands are located. It shall have the power to require any Member to contribute the costs allocated or assessed according to the other provisions of this Agreement.
 - (5) Land Use Regulations. The Commission shall not have the authority to regulate the use and development of land under Minn. Stat. § 103B.211, subd. 1(a)(3).

4.2 Collection or Diversion of Waters. Each Member agrees that it will not directly or indirectly collect or divert any additional surface water to Shingle Creek or its tributaries without a project review by the Commission in accordance with the Water Management Plan. A Member may proceed with the construction or reconstruction of improvements within the individual Members' boundaries, and at its sole cost, upon the Board finding:

- (a) That there is an adequate outlet;
- (b) The construction is in conformance with the overall plan; and
- (c) The construction will not adversely affect other Members of this Agreement.

4.3 Local Water Plans.

- (a) Development. Each Member agrees to develop and maintain a Local Water Plan, capital improvement program, and official controls as necessary to bring local water management into conformance with the Watershed Management Plan. The development and implementation of Local Water Plans shall conform with all

requirements of the Act, including Minn. Stat. § 103B.235 and Minn. R., part 8410.0160. In accordance with the Act, the Board shall approve or disapprove each local plan or any parts of each plan. The Members understand that the Watershed Management Plan, including the Commission's capital improvement program, must consist of local parts and therefore every effort shall be made by the Commission and all Members to coordinate local plans with the Watershed's overall plan, including planning for local plans at the same time the Watershed's overall plan is being developed.

- (b) Review. Each Member shall submit its proposed Local Water Plan to the Metropolitan Council and the Board for review as required by Minn. Stat. § 103B.235. The Board shall consider any comments on the Local Water Plan received from the Metropolitan Council and shall act on said plans in accordance with the Act.

- 4.4 Pollution Control and Water Quality. The Commission shall have the authority and responsibility to protect and improve water quality in the Watershed as this is one of the main purposes set forth in the Act. All Members agree that they will refuse to allow the drainage of sanitary sewage or industrial pollutants onto any land or into any watercourse or storm sewer draining into the Watershed. The Board may investigate on its own initiative, or request a Member to investigate, a complaint relating to pollution of surface water or groundwater draining into or affecting the Watershed. If the Board determines the Watershed is being polluted by an identifiable source, the Board may order the Member to abate this nuisance and each Member agrees that it will take all reasonable action available to it under the law to alleviate the pollution and to assist in protecting and improving the water quality of surface water and groundwater in the Watershed.
- 4.5 Boundary Changes. Any changes to the boundaries of the watershed shall be undertaken in accordance with Minn. Stat. § 103B.215.

SECTION V PROJECTS

- 5.1 Capital Projects and Non-Capital Projects. The Board may undertake, in conformity with this Agreement, Non-CIP Projects and CIP Projects. CIP Projects typically involve entering into a cooperative agreement with a Member, which has the Member assuming responsibility for letting the contract and overseeing construction of the project.
- 5.2 Process for Non-CIP Projects. The Board may initiate and undertake a Non-CIP Project upon a majority vote of all eligible Commissioners. If a Non-CIP Project is for a research project, feasibility study, or the like, the Board may proceed on its own. In such instances, the Commission may, with the approval of the Board, contract in its own name to complete such projects. If the Non-CIP Project is for implementation of a research project or study, a water quality project, maintenance, or the like, then the Board may only proceed in cooperation with the Member(s) where such projects will take place. In such instances, The Commission may contract in its own name to complete such projects

or enter into a cooperative agreement with a Member to have the Member undertake the project on its own or in cooperation with the Commission.

5.3 Process for CIP Projects. The process for undertaking a CIP Project is as follows.

- (a) Initiation. A CIP Project may be proposed by a Member or by the Board based on subwatershed assessments, lake/stream resource assessments, inspections, or a particular need or issue identified by a Member or the Board. A proposed project shall be submitted to the TAC and the Board to determine if there is sufficient support to proceed to a feasibility study.
- (b) Feasibility Study. If requested by the Board, the Commission Engineer, or other engineering firm, shall study the feasibility of a proposed CIP Project and report its findings to the TAC and the Board. The report shall include an opinion of probable cost and how the project would be funded. The Board shall consider the feasibility study and decide whether to proceed with the proposed project.
- (c) Plan Amendments. Proposed CIP Projects are amended into and made part of the Watershed Management Plan. The process the Commission must undertake to amend a CIP Project into the Watershed Management Plan depends on whether it constitutes a minor plan amendment or a major plan amendment as described below.
 - (1) Minor Plan Amendment. The addition of a proposed CIP Project to the Watershed Management Plan typically constitutes a minor plan amendment that can be accomplished following the process set out in the Watershed Management Plan and Minn. R., part 8410.0140, subpart 2. A public hearing is not required for a minor plan amendment.
 - (2) Major Plan Amendment. If a proposed amendment does not qualify as a minor amendment, the Commission must undertake the major plan amendment process to add the CIP project to the Watershed Management Plan. The major plan amendment process is set out in the amendment section of the Watershed Management Plan, Minn. Stat. § 103B.231, subd. 11, and Minn. R., part 8410.0140. The public hearing required under Minn. Stat. § 103B.231, subds. 11 & 7(c) for a major plan amendment may be held in conjunction with the public hearing required to request the County to levy funds for the project under Minn. Stat. § 103B.251, subds. 3 & 4, provided the requirements of both procedures can be satisfied at the single hearing.
- (d) Public Hearing. If the Board proposes to pay any portion of a CIP Project with funds to be raised through a County levy under Minn. Stat. § 103B.251, the Board must call and conduct a public hearing as provided in the statute and this paragraph. A public hearing is not required if the CIP Project is funded entirely from funds on hand, grants, or a combination thereof, and does not require the Board to certify any project costs to the County to be levied under Minn. Stat. §

103B.251. When a public hearing is required, it shall be conducted in accordance with the following.

- (1) Calling. The Board must act by motion or resolution to call a public hearing on the proposed CIP Project. The Board shall set the date, time, and place for the public hearing.
- (2) Notice. The Board shall provide notice of the public hearing in accordance with Minn. Stat. § 103B.251, subd. 3.
- (3) Conducting. The Board shall conduct the public hearing at the scheduled date, time, and place to hear from the public and to consider the proposed CIP Project. Prior to taking public comment, the Commission Engineer shall provide a brief overview of the proposed CIP Project, an estimate of project cost, and a description of how the project will be funded.
- (4) Board Decision. Once the public input portion of the public hearing is closed, the Board shall discuss and decide whether to approve the proposed CIP Project. The Board shall act by resolution to approve a CIP Project, which shall require a favorable vote by two-thirds of all eligible votes of the then existing Commissioners. The resolution shall, at minimum, order the project, identify the responsible engineer, identify the Member responsible for letting the contract and overseeing construction, set out the estimated cost and funding sources, authorize the Commission to enter into a cooperative agreement with the responsible Member, and certify a levy to the Hennepin County Auditor for the amount to be levied by the County for the project.

5.4 Responsible Member.

- (a) Member Projects. The Board shall work with Members to facilitate the completion of specific Non-CIP Projects and CIP Projects within their jurisdictional boundaries in accordance with the Watershed Management Plan. For any project that will be constructed by one or more Members and reimbursed by the Commission, to the extent authorized by the Board, the Member(s) responsible for implementing the project and the Board shall negotiate a cooperative agreement, in good faith, providing for terms and conditions related to the project and any such reimbursement. If any portion of the project is funded by a grant obtained by the Commission, the cooperative agreement shall include a subgrant agreement requiring the responsible Member to be responsible for complying with the applicable terms and conditions of the grant agreement. The terms of this paragraph shall also apply to any Commission project that may be constructed by any other entity, public or private, if construction by such entities is deemed appropriate by the Commission.

- (b) Commission Projects. The Commission, if approved by the Board, is authorized to undertake and contract for a CIP Project that is not required to be let by sealed bid under Minn. Stat. § 471.345. Such contracts shall be let in the Commission's name and must be in accordance with the Watershed Management Plan and all applicable laws and regulations related to public procurement and contracting. Approval of Commission contracts for CIP Projects shall require a favorable vote by two-thirds of all eligible votes of then existing Commissioners.

5.5 Contracts for Improvements.

- (a) Letting Contracts. All contracts for projects ordered by the Commission shall comply with the requirements of laws applicable to contracts let by the respective Member making such contract. The Commission shall not have the authority to contract in its own name for any work for which a special assessment will be levied against any private or public property under the provisions of Minn. Stat., chap. 429 or any city charter, and such contracts shall be awarded by action of the City Council of a Member and shall be in the name of said Member. This subsection shall not preclude the Commission from proceeding under Minn. Stat. § 103B.251 or from otherwise proceeding under this Agreement for projects that will not be specially assessed under Minn. Stat., chap. 429.
- (b) Contract Administration. All improvement contracts will be duly supervised by the Member awarding the contract, provided, however, that the Commission shall be authorized to observe and review the work in progress and the Members agree to cooperate with the Commission staff in accomplishing the purposes of this Commission. Representatives of the Commission shall also have the right to enter upon the place or places where any improvement work is in progress for the purpose of making reasonable tests and inspections. Commission staff shall report, advise, and recommend to the Board on the progress of said work.

5.6 Land Acquisition. Because the Commission does not have the power to acquire real property, the Members agree that any and all permanent easements or interests in land which are necessary for any project will be negotiated or condemned in accordance with all applicable laws by the Member wherein said lands are located, and each Member agrees to attempt to acquire the necessary easements or interests in such land upon order of the Commission to accomplish the purposes of this Agreement. All reasonable costs of said acquisition shall be considered as a cost of the respective improvement. If a Member determines it is in the best interests of that Member to acquire additional lands in conjunction with the taking of lands for the Commission-ordered improvement, or for some other purpose, the costs of said acquisition will not be included in the improvement costs of the ordered project. The Board in determining the allocation of the improvement costs may take into consideration the land use for which said additional lands are being acquired and may credit the acquiring Member for said land acquisition to the extent that it benefits the other Members of this Agreement. Any credits may be applied to the cost allocation of the improvement project under construction or the Board, if feasible and necessary, may defer said credits to a future project.

5.7 CIP Project Funding.

- (a) Member Contributions. The Member responsible for constructing a CIP Project, together with any other identified benefiting Members, shall contribute toward the project such amounts as identified in the Board's resolution ordering the project and in accordance with the terms of the cooperative agreement entered into for the project.
- (b) Commission Contributions. The Commission shall contribute toward the project such amounts as identified in the Board's resolution ordering the project and in accordance with the terms of the cooperative agreement entered into for the project. The contribution from the Commission may include grant funds it has received for the project. In such cases, the Board and the responsible Members enter into a subgrant agreement, which may be part of the cooperative agreement, setting out the obligations of the Member to ensure compliance with the grant requirements. The Commission's contribution is in addition to any amounts contributed by Members or other private or public entities. If the Commission's contribution is dependent on an amount to be levied by the County, the contribution is contingent on the Commission receiving such amount from the County.
- (c) Maintenance Levy. The Commission may establish a maintenance fund to be used for normal and routine maintenance of a work of improvement constructed in whole or part with money provided by Hennepin County. As provided in Minn. Stat. § 103B.251, subd. 9, the Board may impose, with the County's consent, an ad valorem levy on all property located within the territory of the Watershed or a subwatershed unit. The levy shall be certified, levied, collected, and distributed as provided in Minn. Stat. §§ 103D.915 and 103D.921, as amended, and shall be in addition to any other money levied and distributed by the County to the Commission. Mailed notice of any hearing required under the aforementioned statutes shall be sent to the clerk of each Member municipality at least 30 days prior to the hearing. The proceeds of said maintenance levy shall be deposited in a separate maintenance and repair account to be used only for the purpose for which the levy was made.

5.8 Cost Allocation for CIP Projects. All capital costs incurred by the Commission shall be apportioned to the respective Members on any of the following bases.

- (a) County Levy. If the project is constructed and financed pursuant to Minn. Stat. § 103B.251, the Members understand and agree that said costs will be levied on all taxable property in the Watershed as set forth in said statute.
- (b) Negotiated Amount. A negotiated amount to be arrived at by the Members who have lands in the subdistrict responsible for the capital improvement.
- (c) Tax Capacity and/or Total Area.

- (1) Fifty percent of all capital costs or the financing thereof shall be apportioned to each Member on the basis of the net tax capacity of each Member within the boundaries of the Watershed each year to the total net tax capacity in the Watershed.
- (2) Fifty percent of all capital costs or the financing thereof shall be apportioned to each Member on the basis of the total area of each Member within the boundaries of the Watershed each year to the total area in the Watershed.
- (3) Capital costs allocated under the 50% area/50% net tax capacity formula set forth above may be varied by a two-thirds vote of the Commission if:
 - (i) any Member community receives a direct benefit from the capital improvement which benefit can be defined as a lateral as well as a trunk benefit, or
 - (ii) the capital improvement provides a direct benefit to one or more Members which benefit is so disproportionate as to require in a sense of fairness a modification in the 50/50 formula.
- (4) Any credits to due a Member for lands acquired by said Member to pond or store storm and surface water as provided herein shall be allowed against costs due under this section.

5.9 Emergency Projects. The Commission may perform emergency projects in accordance with Minn. Stat. § 103B.252.

SECTION VI FINANCES

6.1 Generally.

- (a) Authority. The Commission funds may be expended by the Board in accordance with this Agreement and in accordance with the procedures as established by law and in the manner as may be determined by the Board.
- (b) Funds. The Commission shall have a general fund and may establish such other funds and accounts as it may determine are needed. The Commission has established a Capital Improvement Program Closed Project Account into which any levied funds remaining after the completion of a CIP Project are placed. Funds in the CIP Closed Project Account shall only be expended in accordance with a policy adopted by the Board for an authorized purpose.

- (c) Disbursements. In no event shall there be a disbursement of Commission funds without the signature of at least two Board officers, one of whom shall be the Treasurer or the Treasurer's authorized deputy.
- (d) Treasurer Bond. The Treasurer shall be required to file with the Secretary of the Board a bond in the sum of at least \$10,000 or such higher amount as shall be determined by the Board. The Commission shall pay the premium on said bond.
- (e) Depository. The Board shall designate one or more national or state bank or trust companies, authorized by Minn. Stat., chaps. 118A and 427, or such other law as may apply, to receive deposits of public moneys and to act as depositories for the Commission funds.

6.2 Commission's General Fund. The Commission's general fund is funded by an annual contribution from each Member and is used to pay for general administration purposes including, but not limited to, salaries, rent, supplies, development of the Watershed Management Plan, engineering and legal expenses, insurance, and bonds, and to purchase and maintain any personal property deemed necessary by the Commission in furtherance of its purposes and powers as articulated in this Agreement. Said funds may also be used for normal maintenance of any facilities, but any extraordinary maintenance or repair expense shall be treated as an improvement cost and processed in accordance with the provisions for CIP Project funding under this Agreement. The annual contribution by each Member shall be based fifty percent (50%) on the net tax capacity of all property within the Watershed and fifty percent (50%) on the basis of the total area of each Member within the boundaries of the Watershed each year to the total area in the Watershed.

6.3 Operating Budget. The Board shall annually prepare, adopt, and submit an annual operating budget as provided in this section.

- (a) Adoption. On or before July 1 of each year, the Board shall adopt a detailed budget for the ensuing year and decide upon the total amount necessary for the Commission's general fund. Budget approval shall require a favorable vote by a majority of all eligible votes of the then existing Commissioners.
- (b) Budget Cap. The total operating budget amount, excluding any grants, in a year shall not exceed the budget cap established as part of the prior joint powers agreement and that has been adjusted each year based on the consumer price index. The original budget cap was established in 2004 at \$262,750 and has been modified each year since based, pro rata, on the annual change in the consumer price index (U.S. City Average, All Items, All Urban Consumer) to the end of the second quarter of the preceding year. In 2024, the budget cap was \$446,740. The budget cap shall continue to be calculated each year by the Administrator and the operating budget prepared by the Commission for a year shall not exceed the budget cap calculated for that year. The only way the Commission's operating budget may exceed the budget cap is if a majority of all the Members expressly

consent to the proposed operating budget exceeding the cap. If a proposed operating budget that exceeds the budget cap is not consented to by a majority of Members, the Commission must adjust its final operating budget so it does not exceed the budget cap.

- (c) Funding. The Commission's annual operating budget is funded by an annual assessment placed on the Members, subject to certain caps, as provided herein.
- (d) Caps on Member Assessments. The amount annually assessed each Member to fund the operating budget shall not exceed the following caps, unless authorized as provided herein.
 - (1) Percentage Cap. The amount to be assessed Members under the proposed budget shall not exceed 120% of the amount assessed Members under the previous year's budget, unless the City Council of each Member adopts a resolution approving the increase.
 - (2) Tax Capacity Cap. The amount of a Member's annual contribution to the operating budget shall not exceed one-half of one percent of the net tax capacity of the Member's total area located within the Watershed.
- (e) Budget Certified to Members. On or before July 1st, the Secretary or the Commission Administrator shall certify the operating budget to the clerk of each Member, together with a statement of the proportion of the budget to be assessed and paid by each Member. If the proposed operating budget results in any of the caps established herein being exceeded, the budget sent to the Members for review must be accompanied by a letter clearly notifying the Members of the cap being exceeded, the reasons for the proposed exceedance, and the Member approval required to approve the proposed budget. If the approvals required herein to exceed the cap are not obtained, the total budget or assessment amount shall not exceed the capped amount.
- (f) Member Review. The City Council of each Member agrees to review the proposed budget provided by the Commission. If any Member has any objections, they must submit them in writing to the Board prior to August 1. Upon the receipt of any such written objections, the Board shall set a date to hear the Member's objections and shall provide all Members notice of the hearing and a copy of the written objections. After hearing the objections, the Board may modify, amend, or affirm the proposed budget by majority of all eligible votes of the then existing Commissioners.
- (g) Finalized. The proposed operating budget shall be considered final if no Member files an objection by August 1st. If a timely objection is received, the Board shall act to finalize the operating budget after conducting a hearing on the objections. The Board shall provide a copy of the final operating budget to each Member. If

there are objections, the Board shall include its findings and decision regarding such objections with the final operating budget.

6.4 Supplemental Budget.

- (a) Insufficient Funds. If the Board determines it will not have sufficient funds in the Commission's general fund to pay its obligations or to otherwise fund Commission operations in the present year, the Board may adopt a supplemental budget to raise additional funds as provided herein.
- (b) Public Hearing. The Board shall call a public hearing on the proposed supplemental budget and provide at least 10 days' written notice of the hearing, together with a copy of the proposed supplemental budget, to each Member.
- (c) Adoption. After conducting the public hearing, the Board may adopt the supplemental budget by a favorable vote of a majority of all eligible votes of the then existing Commissioners. The Board shall notify each Member of the adopted supplemental budget and the amount of additional assessment to be paid by each Member.
- (d) Cap. In no case may a supplemental budget cause the total operating budget to exceed either cap established in the "Caps on Member Assessments" paragraph above. The total operating budget shall not exceed the budget cap identified above unless it is approved by a majority of all the Members.
- (e) Additional Assessment. Members agree to pay their additional assessment to the Commission within 60 days of adoption of the supplemental budget.

6.5 Default. Any Member who is more than 60 days in default in contributing its share to the operating budget or to a CIP Project shall have the vote of its Commissioner suspended pending the payment of its proportionate share. Any Commissioner whose vote is under suspension shall not be considered for the purposes of determining a quorum or for determining the sufficiency of a vote.

SECTION VII TERMINATION AND DISSOLUTION

- 7.1 Termination. This Agreement may be terminated prior to January 1, 2045 by the unanimous consent of the Members. If the Agreement is to be terminated, a notice of the intent to dissolve the Commission shall be sent to the Board of Water and Soil Resources and to Hennepin County at least 90 days prior to the date of dissolution.
- 7.2 Dissolution. In addition to the manner provided herein for terminating this Agreement, any Member may petition the Board to dissolve the Agreement. Upon 90 days notice in writing to the clerk of each Member governmental unit and to the Board of Water and Soil Resources and to Hennepin County, the Board shall hold a hearing and upon a

favorable vote by a majority of all eligible votes of then existing Commissioners, the Board may by Resolution recommend that the Commission be dissolved. Said Resolution shall be submitted to each Member governmental unit and if ratified by three-fourths of the City Councils of all eligible Members within 60 days, said Board shall dissolve the Commission allowing a reasonable time to complete work in progress and to dispose of personal property owned by the Commission.

- 7.3 Distribution of Assets. If this Agreement is terminated and not replaced with a new agreement providing for the continued operation of the Commission, or if the Commission is dissolved, all property of the Commission shall be sold and the proceeds thereof, together with monies on hand, shall be distributed to the eligible Members of the Commission. Such distribution of Commission assets shall be made in proportion to the total contribution to the Commission as required by the last annual budget.

SECTION VIII MISCELLANEOUS PROVISIONS

- 8.1 Term. This Agreement shall be effective as of January 1, 2025 and shall remain in effect until January 1, 2045, unless terminated earlier as provided herein. The Members may agree to continue this Agreement as the preferred method for addressing their obligation to address surface water issues under law.
- 8.2 Mediation. The Members agree that any controversy that cannot be resolved between Members shall be submitted to mediation. Mediation shall be conducted by a mutually agreeable process by all Members. If the Members are not able to mutually agree on a mediator, the party and the Board shall each select a mediator and the two mediators shall select a third. Each party to the mediation shall be responsible for the cost of the mediator it selected and shall share equally in the costs of the mediation and of the third mediator.
- 8.3 Data Practices. The Commission shall comply with the requirements of Minnesota Statutes, chapter 13, the Minnesota Government Data Practices Act (“Act”). Any entity with which the Commission contracts is required to comply with the Act as provided in Minn. Stat. § 13.05. The contractor shall be required to notify the Board if it receives a data request and to work with the Commission to respond to it.
- 8.4 Amendments. The Board may recommend changes and amendments to this Agreement to the governing bodies of the Members. Amendments shall be adopted by all governing bodies of the Members. Adopted amendments shall be evidenced by appropriate resolutions or certified copies of meeting minutes of the governing bodies of each party filed with the Board and shall, if no effective date is contained in the amendment, become effective as of the date all such filings have been completed.
- 8.5 Waiver. The delay or failure of any party of this Agreement at any time to require performance or compliance by any other party of any of its obligations under this

Agreement shall in no way be deemed a waiver of those rights to require such performance or compliance.

- 8.6 Headings and Captions. The headings and captions of these paragraphs and sections of this Agreement are included for convenience or reference only and shall not constitute a part hereof.
- 8.7 Entire Agreement. This Agreement, including the recitals and the official boundary map (which are incorporated in and made part of this Agreement), contains the entire understanding among the Members concerning the subject matter hereof. This Agreement supersedes and replaces the prior joint powers agreement among the Members regarding the Commission and such prior agreement is hereby terminated. Any outstanding obligations of the Members under the prior agreement are not affected by the termination and shall be continued under this Agreement.
- 8.8 Examination of Books. Pursuant to Minn. Stat. § 16C.05, subdivision 5, the books, records, documents, and accounting procedures and practices of the Board are subject to examination by the State.
- 8.9 Governing Law. The respective rights, obligations, and remedies of the Members under this Agreement and the interpretation thereof shall be governed by the laws of the State of Minnesota which pertain to agreements made and to be performed in the State of Minnesota.
- 8.10 Counterparts. This Agreement shall be executed in several counterparts and all so executed shall constitute one Agreement, binding on all of the Members hereto. Each party to the agreement shall receive a fully executed copy of the entire document following adoption by all Members.
- 8.11 Enforcement. Members agree to be bound by the determination of the Commission and to agree to use their best efforts to carry out directives from the Commission; failure to respond may result in a legal action by the Commission to require the Member to act under a court order.
- 8.12 Notice. To the extent this Agreement requires a notice to be mailed to a Member, the notice requirement may be satisfied by the Commission emailing the notice to its primary contact for the Member.
- 8.13 Statutory References. All references to statutes in this Agreement include any amendments made thereto and any successor provisions.

IN WITNESS WHEREOF, the Members have entered into this Agreement by action of their respective governing bodies effective as of January 1, 2025.

CITY OF ROBBINSDALE

Adopt on _____, 2024.

Mayor

Attest: _____
City Clerk



TO: Mayor and City Council
PREPARED BY: Tim Sandvik, City Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: August 5, 2024
RE: Donation from Minneapolis Cataract and Robbinsdale Masonic Lodge

Background:

Analysis:

Recommendation:

Attachments:

None

TO: Mayor and City Council

PREPARED BY: Diaa Tahoun, Finance Director

APPROVED BY: Tim Sandvik, City Manager

DATE: August 5, 2024

RE: Resolution adopting Street Reconstruction Plan and authorizing preliminary Bond Sale

Background:

On December 19, 2023, the City Council adopted the 2024 Budget and approved the 2024 - 2033 Street Reconstruction Plan (CIP) Document. The 2024 Adopted Budget and CIP planned for the issuance of General Obligation Bonds to fund portions of the street reconstruction. On February 6, 2024, the City Council approved resolutions declaring intent to reimburse expenditures for Public Safety gates and parking.

Analysis:

The text of the attached resolutions provides the history, and the objectives are clearly articulated in the resolution prepared by the bond counsel. The resolution allows staff to proceed with the updated adoption of the reconstruction plan, preliminary issuance of bonds thereunder, and authorizing the sale of the General Obligation bonds. All items are according to Minnesota Statutes.

This method of financing will provide adequate cash flows for the various funds involved in the planned street reconstruction and takes advantage of a very favorable interest rate environment.

Recommendation:

By motion, waive the reading and order the adoption of the RESOLUTION ADOPTING A STREET RECONSTRUCTION PLAN, PROVIDING PRELIMINARY APPROVAL FOR THE ISSUANCE OF BONDS THEREUNDER, AND TAKING OTHER ACTIONS IN CONNECTION THEREWITH. THE PROPOSED AGGREGATE PRINCIPAL AMOUNT OF \$1,650,000 (shown as Exhibit 1)

AND

By motion, waive the reading and order the adoption of the RESOLUTION AUTHORIZING THE SALE OF GENERAL OBLIGATION BONDS, SERIES 2024A, IN THE MAXIMUM AGGREGATE PRINCIPAL AMOUNT OF \$3,620,000; FIXING THEIR FORM AND SPECIFICATIONS; DIRECTING THEIR EXECUTION AND DELIVERY; PROVIDING FOR THEIR PAYMENT; AND ESTABLISHING A PRICING COMMITTEE

Attachments:

1. DOCSOPEN-#962774-v1-Robbinsdale_2024_Street_Recon_Resolution
2. DOCSOPEN-#967144-v2-Robbinsdale_GO_24A_Parameters_Resolution

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 5th day of August, 2024.

RESOLUTION NO. _____

RESOLUTION ADOPTING A STREET RECONSTRUCTION PLAN, PROVIDING PRELIMINARY APPROVAL FOR THE ISSUANCE OF BONDS THEREUNDER, AND TAKING OTHER ACTIONS IN CONNECTION THEREWITH

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

Section 1. Authorization.

1.01. The City is authorized under Minnesota Statutes, Section 475.58, subdivision 3b, as amended (the “Act”), to prepare a plan for reconstruction of streets in the City over the next five years, including a description of the affected streets and estimated costs (the “Plan”), and to issue general obligation bonds to finance the cost of street reconstruction activities described in the Plan.

1.02. Before the issuance of any bonds under the Act, the City is required to hold a public hearing on the plan and issuance of the bonds.

1.03. Pursuant to the Act, the City, in consultation with its City engineer, has caused preparation of a ten-year street reconstruction plan (the “Plan”), which describes certain street reconstruction activities in the City for the years 2024 through 2034. The reconstruction activities described in the Plan for calendar year 2024 include the reconstruction of all or portions of 41st Avenue, Oakdale Avenue, and York Avenue in the City (collectively, the “Street Reconstruction”).

1.04. The City has determined that it is in the best interests of the City to authorize the issuance and sale of general obligation bonds pursuant to the Act in the maximum principal amount of \$1,650,000, plus any premium received (the “Street Reconstruction Bonds”). The purpose of the Street Reconstruction Bonds is to finance all or a portion of the costs of the Street Reconstruction as described in the Plan.

1.05. On this date, the City Council held a public hearing on the Plan and the issuance of the Street Reconstruction Bonds, after publication in the City’s official newspaper of a notice of public hearing at least 10 days but no more than 28 days before the date of the hearing.

Section 2. Street Reconstruction Plan.

2.01. The City Council hereby ratifies all actions of the City’s staff and consultants in preparing the Plan and arranging for approval of this resolution in accordance with the Act.

2.02. The City Council finds that the Plan will improve the City’s street system, which serves the interests of the City as a whole.

2.03. The Plan is approved in the form on file in City Hall.

2.04. The City gives preliminary approval to the issuance of the Street Reconstruction Bonds in the maximum principal amount of \$1,650,000, plus any premium received; provided that if a petition requesting a vote on issuance of the Street Reconstruction Bonds, signed by voters equal to five percent (5%) of the votes cast in the last municipal general election, is filed with City Clerk within thirty (30) days of the date hereof, the City may issue the Street Reconstruction Bonds only after obtaining approval of a majority of voters voting on the question at an election.

Section 3. Declaration of Intent to Reimburse.

3.01. The Internal Revenue Service has issued Treas. Reg. § 1.150-2 (the “Reimbursement Regulations”) providing that proceeds of tax-exempt bonds used to reimburse prior expenditures will not be deemed spent unless certain requirements are met; the City expects to incur certain expenditures with respect to projects that may be financed temporarily from sources other than bonds, and reimbursed from the proceeds of tax-exempt bonds.

3.02. The City has determined to make a declaration of official intent (the “Declaration”) to reimburse certain costs with respect to the Street Reconstruction from proceeds of the Street Reconstruction Bonds in the maximum principal amount of \$1,650,000, plus any premium received, in accordance with the Reimbursement Regulations.

3.03. All reimbursed expenditures will be capital expenditures, costs of issuance of the Street Reconstruction Bonds, or other expenditures eligible for reimbursement under Section 1.150-2(d)(3) of the Reimbursement Regulations.

3.04. This Declaration has been made not later than sixty (60) days after payment of any original expenditure to be subject to a reimbursement allocation with respect to the proceeds of the Street Reconstruction Bonds, except for the following expenditures: (a) costs of issuance of bonds; (b) costs in an amount not in excess of \$100,000 or five percent (5%) of the proceeds of an issue; or (c) “preliminary expenditures” up to an amount not in excess of twenty percent (20%) of the aggregate issue price of the issue or issues that finance or are reasonably expected by the City to finance the project for which the preliminary expenditures were incurred. The term “preliminary expenditures” includes architectural, engineering, surveying, bond issuance, and similar costs that are incurred prior to commencement of acquisition, construction or rehabilitation of a project, other than land acquisition, site preparation, and similar costs incident to commencement of construction.

3.05. This Declaration is an expression of the reasonable expectations of the City based on the facts and circumstances known to the City as of the date hereof. The anticipated original expenditures for the Street Reconstruction and the principal amount of the Street Reconstruction Bonds described herein are consistent with the City’s budgetary and financial circumstances. No sources other than proceeds of the Street Reconstruction Bonds to be issued by the City are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside pursuant to the City’s budget or financial policies to pay such expenditures.

3.06. This Declaration is intended to constitute a declaration of official intent for purposes of the Reimbursement Regulations.

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

and the following voted against the same:

WHEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED THIS 5TH DAY OF AUGUST, 2024.

William A. Blonigan, Mayor

ATTEST:

Chase Peterson-Etem, City Clerk

RB160-278 (JAE)
962774v1

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 5th day of August, 2024.

RESOLUTION NO. _____

RESOLUTION AUTHORIZING THE SALE OF GENERAL OBLIGATION BONDS, SERIES 2024A, IN THE MAXIMUM AGGREGATE PRINCIPAL AMOUNT OF \$3,620,000; FIXING THEIR FORM AND SPECIFICATIONS; DIRECTING THEIR EXECUTION AND DELIVERY; PROVIDING FOR THEIR PAYMENT; AND ESTABLISHING A PRICING COMMITTEE

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

Section 1. Sale of Bonds.

1.01. Background.

(a) Street Reconstruction Bonds.

(i) Pursuant to Minnesota Statutes, Chapter 475, as amended, specifically Section 475.58, subdivision 3b (the “Street Reconstruction Act”), the City is authorized to finance all or a portion of the cost of street reconstruction projects by the issuance of general bonds of the City payable from ad valorem taxes.

(ii) On the date hereof, following a duly noticed public hearing, the City Council adopted a ten (10) year street reconstruction plan for the years 2024 through 2033 (the “Street Reconstruction Plan”) describing the streets to be reconstructed, estimated costs, and any planned reconstruction of other streets in the City and approved the issuance of obligations by vote of at least two-thirds of the members thereof, all pursuant to the Street Reconstruction Act.

(iii) Expenditures described in the Street Reconstruction Plan for 2024 include the reconstruction of all or portions of 41st Avenue, Oakdale Avenue, and York Avenue in the City (the “Street Reconstruction”).

(iv) It is necessary and expedient to the sound financial management of the affairs of the City to issue general obligations in the approximate principal amount of \$1,605,000 (the “Street Reconstruction Bonds”), pursuant to the Street Reconstruction Act, to provide financing for the Street Reconstruction; provided, however, that the City does not receive a qualified petition for a referendum on the issuance of the Street Reconstruction Bonds within thirty (30) days of the date hereof.

(b) Utility Revenue Bonds.

(i) The City engineer has recommended the construction of improvements to the storm sewer system in conjunction with the Street Reconstruction (the “Utility Improvements”), pursuant to Minnesota Statutes, Chapters 444 and 475, as amended (the “Utility Revenue Act”).

(ii) The City Council finds it necessary and expedient to the sound financial management of the affairs of the City to issue general obligations in the approximate principal amount of \$150,000, pursuant to the Utility Revenue Act, to provide financing for the Utility Improvements.

(c) CIP Bonds.

(i) The City is authorized by Minnesota Statutes, Chapter 475, as amended, including Section 475.521 (the “CIP Act”), to finance certain capital improvements under an approved capital improvement plan by the issuance of general obligation bonds of the City payable from ad valorem taxes. Capital improvements include acquisition or betterment of public lands, buildings or other improvements for the purpose of a city hall, library, public safety facility and public works facilities (excluding light rail transit or any activity related to it, or a park, road, bridge, administrative building other than a city hall, or land for any of those activities).

(ii) On July 9, 2024, following a duly noticed public hearing, the City Council adopted a ten (10) year capital improvement plan (the “Capital Improvement Plan”) and the issuance of general obligation bonds thereunder. The Capital Improvement Plan authorizes the issuance of general obligation bonds to provide for the undertaking of certain capital improvements described in the Capital Improvement Plan, including but not limited to public safety gates and public safety parking (the “Capital Improvements”).

(iii) As required by the CIP Act, the City has determined that (i) the expected useful life of the project to be financed with the proceeds of the general obligation bonds will be at least five (5) years; and (ii) the amount of principal and interest due in any year on all outstanding bonds issued by the City under the CIP Act, including the general obligation bonds issued under the Capital Improvement Plan, will not exceed 0.16 percent of the estimated market value of property in the City for taxes payable in 2024.

(iv) It is necessary and expedient to the sound financial management of the affairs of the City to issue general obligations in the approximate principal amount of \$525,000 (the “CIP Bonds”), pursuant to the CIP Act, to provide financing for the Capital Improvements; provided, however, that the City does not receive a qualified petition for a referendum on the issuance of the CIP Bonds within thirty (30) days of the date of public hearing.

(d) Equipment Certificates.

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

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

(iii) As required by the Equipment Acquisition Act:

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

(2) the principal amount of equipment certificates to be issued in the year 2024 will not exceed one-quarter of one percent (0.25%) of the estimated market value of taxable property in the City for the year 2024.

(iv) The City Council finds it necessary and expedient to the sound financial management of the affairs of the City to issue general obligations in the approximate principal amount of \$1,240,000 (the "Equipment Certificates"), pursuant to the Equipment Acquisition Act, to provide financing for the acquisition of the Equipment.

1.02. Authorization.

(a) It is necessary and expedient to the sound financial management of the affairs of the City to issue its General Obligation Bonds, Series 2024A (the "Bonds"), in the maximum aggregate principal amount of \$3,620,000, pursuant to the Street Reconstruction Act, the Utility Revenue Act, the CIP Act, and the Equipment Acquisition Act (collectively, the "Act"), to provide financing for the Street Reconstruction, the Utility Improvements, the Capital Improvements and the Equipment; provided, however, that the City does not receive a qualified petition for a referendum on the issuance of the Street Reconstruction Bonds or the CIP Bonds within thirty (30) days of the respective date of public hearing.

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

1.03. Pricing Committee. The City establishes a pricing committee with respect to the Bonds comprising the City Manager and the Finance Director (the "Pricing Committee"). The Pricing Committee is authorized and directed, with the advice of Baker Tilly Municipal Advisors, LLC, the municipal advisor of the City (the "Municipal Advisor"), to (a) review proposals for the sale of the Bonds; and (b) award the sale of the Bonds to the prospective purchaser with a proposal conforming to the terms of proposal to be prepared by the Municipal Advisor and distributed by the City (including any adjustment of principal amount) and offering a true interest cost not to exceed 4.65% and in a maximum aggregate principal amount of \$3,620,000. The City hereby approves the sale of the Bonds to the purchaser selected by the Pricing Committee (the "Purchaser") at the price, principal amount, and rates to be determined by the Pricing Committee. In addition, the Pricing Committee is authorized and directed to approve a tax levy for the repayment of the Street Reconstruction Bonds, the CIP Bonds, and the Equipment Certificates.

1.04. Pricing Committee Certificate. So long as the City does not receive a qualified petition for a referendum on the issuance of the Street Reconstruction Bonds or the CIP Bonds within thirty (30) days of the respective date of public hearing, the Pricing Committee shall meet on September 10, 2024, or another date selected by the Pricing Committee, upon the advice of the Municipal Advisor, to award the sale of the Bonds to the Purchaser. Upon approval of the sale of the Bonds to the Purchaser, the Pricing Committee shall complete and sign a certificate (the "Pricing Committee Certificate") in substantially the

form set forth in EXHIBIT B attached hereto. The City Clerk is authorized and directed to attach the Pricing Committee Certificate, when complete, to this resolution.

1.05. Purchase Contract. Any amount in excess of the minimum proposal amount set forth in the terms of proposal of the Bonds shall be credited to the accounts within the Debt Service Fund hereinafter created or deposited in the accounts within the Project Fund hereinafter created, as determined by the Finance Director in consultation with the Municipal Advisor. The Finance Director is directed to deposit the good faith check or deposit of the Purchaser, pending completion of the sale of the Bonds, and to return the good faith deposits of the unsuccessful proposers. The Mayor and City Manager are directed to execute a contract with the Purchaser on behalf of the City.

1.06. Terms, Interest Rates, and Principal Amounts of the Bonds. The City will forthwith issue and sell the Bonds pursuant to the Act, originally dated the date of delivery, in the denomination of \$5,000 each or any integral multiple thereof, numbered No. R-1, upward, bearing interest as determined by the Pricing Committee, and maturing serially on February 1 of the years and in the amounts as determined by the Pricing Committee.

1.07. Optional Redemption. The Bonds will be prepayable at the election of the City on the dates determined by the Pricing Committee. Redemption may be in whole or in part and if in part, at the option of the City and in such manner as the City will determine. If less than all Bonds of a maturity are called for redemption, the City will notify DTC (as defined in Section 7 hereof) of the particular amount of such maturity to be prepaid. DTC will determine by lot the amount of each participant's interest in such maturity to be redeemed and each participant will then select by lot the beneficial ownership interests in such maturity to be redeemed. Prepayments will be at a price of par plus accrued interest.

1.08. Mandatory Redemption; Term Bonds. The Bonds may be subject to mandatory sinking fund redemption if so requested by the Purchaser and approved by the Pricing Committee.

Section 2. Registration and Payment.

2.01. Registered Form. The Bonds will be issued only in fully registered form. The interest thereon and, upon surrender of each Bond, the principal amount thereof, is payable by check or draft issued by the Registrar described herein.

2.02. Dates; Interest Payment Dates. Each Bond will be dated as of the last interest payment date preceding the date of authentication to which interest on the Bond has been paid or made available for payment, unless (i) the date of authentication is an interest payment date to which interest has been paid or made available for payment, in which case the Bond will be dated as of the date of authentication; or (ii) the date of authentication is prior to the first interest payment date, in which case the Bond will be dated as of the date of original issue. The interest on the Bonds is payable on February 1 and August 1 of each year, commencing on the date determined by the Pricing Committee, to the registered owners of record thereof as of the close of business on the fifteenth day of the immediately preceding month, whether or not that day is a business day.

2.03. Registration. The City will appoint a bond registrar, transfer agent, authenticating agent, and paying agent (the "Registrar" and "Paying Agent"). The effect of registration and the rights and duties of the City and the Registrar with respect thereto are as follows:

(a) Register. The Registrar must keep at its principal corporate trust office a bond register in which the Registrar provides for the registration of ownership of Bonds and the

registration of transfers and exchanges of Bonds entitled to be registered, transferred or exchanged.

(b) Transfer of Bonds. Upon surrender for transfer of a Bond duly endorsed by the registered owner thereof or accompanied by a written instrument of transfer, in form satisfactory to the Registrar, duly executed by the registered owner thereof or by an attorney duly authorized by the registered owner in writing, the Registrar will authenticate and deliver, in the name of the designated transferee or transferees, one or more new Bonds of a like aggregate principal amount and maturity, as requested by the transferor. The Registrar may, however, close the books for registration of any transfer after the fifteenth day of the month preceding each interest payment date and until that interest payment date.

(c) Exchange of Bonds. When Bonds are surrendered by the registered owner for exchange the Registrar will authenticate and deliver one or more new Bonds of a like aggregate principal amount and maturity as requested by the registered owner or the owner's attorney in writing.

(d) Cancellation. Bonds surrendered upon transfer or exchange will be promptly cancelled by the Registrar and thereafter disposed of as directed by the City.

(e) Improper or Unauthorized Transfer. When a Bond is presented to the Registrar for transfer, the Registrar may refuse to transfer the Bond until the Registrar is satisfied that the endorsement on the Bond or separate instrument of transfer is valid and genuine and that the requested transfer is legally authorized. The Registrar will incur no liability for the refusal, in good faith, to make transfers which it, in its judgment, deems improper or unauthorized.

(f) Persons Deemed Owners. The City and the Registrar may treat the person in whose name a Bond is registered in the bond register as the absolute owner of the Bond, whether the Bond is overdue or not, for the purpose of receiving payment of, or on account of, the principal of and interest on the Bond and for all other purposes and payments so made to registered owner or upon the owner's order will be valid and effectual to satisfy and discharge the liability upon the Bond to the extent of the sum or sums so paid.

(g) Taxes, Fees and Charges. The Registrar may impose a charge upon the owner thereof for a transfer or exchange of Bonds, sufficient to reimburse the Registrar for any tax, fee or other governmental charge required to be paid with respect to the transfer or exchange.

(h) Mutilated, Lost, Stolen or Destroyed Bonds. If a Bond becomes mutilated or is destroyed, stolen or lost, the Registrar will deliver a new Bond of like amount, number, maturity date and tenor in exchange and substitution for and upon cancellation of the mutilated Bond or in lieu of and in substitution for a Bond destroyed, stolen or lost, upon the payment of the reasonable expenses and charges of the Registrar in connection therewith; and, in the case of a Bond destroyed, stolen or lost, upon filing with the Registrar of evidence satisfactory to it that the Bond was destroyed, stolen or lost, and of the ownership thereof, and upon furnishing to the Registrar of an appropriate bond or indemnity in form, substance and amount satisfactory to it and as provided by law, in which both the City and the Registrar must be named as obligees. Bonds so surrendered to the Registrar will be cancelled by the Registrar and evidence of such cancellation must be given to the City. If the mutilated, destroyed, stolen or lost Bond has already matured or been called for redemption in accordance with its terms it is not necessary to issue a new Bond prior to payment.

(i) Redemption. In the event any of the Bonds are called for redemption, notice thereof identifying the Bonds to be redeemed will be given by the Registrar by mailing a copy of the redemption notice by first class mail (postage prepaid) to the registered owner of each Bond to be redeemed at the address shown on the registration books kept by the Registrar and by publishing the notice if required by law. Failure to give notice by publication or by mail to any registered owner, or any defect therein, will not affect the validity of the proceedings for the redemption of Bonds. Bonds so called for redemption will cease to bear interest after the specified redemption date, provided that the funds for the redemption are on deposit with the place of payment at that time.

2.04. Appointment of Initial Registrar. The City appoints U.S. Bank Trust Company, National Association, Saint Paul, Minnesota, as the initial Registrar. The Mayor and the City Manager are authorized to execute and deliver, on behalf of the City, a contract with the Registrar. Upon merger or consolidation of the Registrar with another corporation, if the resulting corporation is a bank or trust company authorized by law to conduct such business, the resulting corporation is authorized to act as successor Registrar. The City agrees to pay the reasonable and customary charges of the Registrar for the services performed. The City reserves the right to remove the Registrar upon thirty (30) days' notice and upon the appointment of a successor Registrar, in which event the predecessor Registrar must deliver all cash and Bonds in its possession to the successor Registrar and must deliver the bond register to the successor Registrar. On or before each principal or interest due date, without further order of the City Council, the City Manager must transmit to the Registrar monies sufficient for the payment of all principal and interest then due.

2.05. Execution, Authentication, and Delivery. The Bonds will be prepared under the direction of the City Manager and executed on behalf of the City by the signatures of the Mayor and the City Manager, provided that those signatures may be printed, engraved, or lithographed facsimiles of the originals. If an officer whose signature or a facsimile of whose signature appears on the Bonds ceases to be such officer before the delivery of a Bond, that signature or facsimile will nevertheless be valid and sufficient for all purposes, the same as if the officer had remained in office until delivery. Notwithstanding such execution, a Bond will not be valid or obligatory for any purpose or entitled to any security or benefit under this resolution unless and until a certificate of authentication on the Bond has been duly executed by the manual signature of an authorized representative of the Registrar. Certificates of authentication on different Bonds need not be signed by the same representative. The executed certificate of authentication on a Bond is conclusive evidence that it has been authenticated and delivered under this resolution. When the Bonds have been so prepared, executed, and authenticated, the City Manager will deliver the same to the Purchaser upon payment of the purchase price in accordance with the contract of sale heretofore made and executed, and the Purchaser is not obligated to see to the application of the purchase price.

Section 3. Form of Bond.

3.01. Execution of the Bonds. The Bonds will be printed or typewritten in substantially the form set forth in EXHIBIT C attached hereto.

3.02. Approving Legal Opinion. The City Manager is directed to obtain a copy of the proposed approving legal opinion of Kennedy & Graven, Chartered, Minneapolis, Minnesota, and to cause the opinion to be printed on or accompany each Bond.

Section 4. Payment; Security; Pledges; and Covenants.

4.01. Debt Service Fund. The Bonds are payable from the General Obligation Bonds, Series 2024A Debt Service Fund (the "Debt Service Fund") hereby created. The Debt Service Fund shall

be administered by the Finance Director as a bookkeeping account separate and apart from all other funds maintained in the official financial records of the City. The City will maintain the following accounts in the Debt Service Fund: the “Street Reconstruction Account,” the “Utility Improvements Account,” the “Capital Improvements Account,” and the “Equipment Account.” Amounts in the Street Reconstruction Account are irrevocably pledged to the Street Reconstruction Bonds, amounts in the Utility Improvements Account are irrevocably pledged to the Utility Revenue Bonds, amounts in the Capital Improvements Account are irrevocably pledged to the CIP Bonds, and amounts in the Equipment Account are irrevocably pledged to the Equipment Certificates.

(a) Street Reconstruction Account. Ad valorem taxes hereinafter levied for the Street Reconstruction are hereby pledged to the Street Reconstruction Account of the Debt Service Fund. There is also appropriated to the Street Reconstruction Account a pro rata portion of (i) capitalized interest financed from the proceeds of the Bonds, if any; and (ii) amounts over the minimum purchase price of the Bonds paid by the Purchaser, to the extent designated for deposit in the Debt Service Fund in accordance with Section 1.05 hereof.

(b) Utility Improvements Account. The City will continue to maintain and operate its Storm Sewer Fund to which will be credited all gross revenues of the storm sewer system and out of which will be paid all normal and reasonable expenses of current operations of such system. Any balances therein are deemed net revenues (the “Net Revenues”) and will be transferred, from time to time, to the Utility Improvements Account of the Debt Service Fund, which Utility Improvements Account will be used only to pay principal of and interest on the Utility Revenue Bonds and any other bonds similarly authorized. There will always be retained in the Utility Improvements Account a sufficient amount to pay principal of and interest on all the Utility Revenue Bonds, and the Finance Director must report any current or anticipated deficiency in the Utility Improvements Account to the City Council. There is also appropriated to the Utility Improvements Account a pro rata portion of (i) capitalized interest financed from the proceeds of the Bonds, if any; and (ii) amounts over the minimum purchase price of the Bonds paid by the Purchaser, to the extent designated for deposit in the Debt Service Fund in accordance with Section 1.05 hereof.

(c) Capital Improvements Account. Ad valorem taxes hereinafter levied for the Capital Improvements are hereby pledged to the Capital Improvements Account of the Debt Service Fund. There is also appropriated to the Capital Improvements Account a pro rata portion of (i) capitalized interest financed from the proceeds of the Bonds, if any; and (ii) amounts over the minimum purchase price of the Bonds paid by the Purchaser, to the extent designated for deposit in the Debt Service Fund in accordance with Section 1.05 hereof.

(d) Equipment Account. Ad valorem taxes hereinafter levied for the Equipment are hereby pledged to the Equipment Account of the Debt Service Fund. There is also appropriated to the Equipment Account a pro rata portion of (i) capitalized interest financed from the proceeds of the Bonds, if any; and (ii) amounts over the minimum purchase price of the Bonds paid by the Purchaser, to the extent designated for deposit in the Debt Service Fund in accordance with Section 1.05 hereof.

4.02. Project Fund. The City hereby creates the General Obligation Bonds, Series 2024A Project Fund (the “Project Fund”). The City will maintain the following accounts in the Project Fund: the “Street Reconstruction Account,” the “Utility Improvements Account,” the “Capital Improvements Account,” and the “Equipment Account.” Amounts in the Street Reconstruction Account are irrevocably pledged to the Street Reconstruction Bonds, amounts in the Utility Improvements Account are irrevocably pledged to the Utility Revenue Bonds, amounts in the Capital Improvements Account are irrevocably

pledged to the CIP Bonds, and amounts in the Equipment Account are irrevocably pledged to the Equipment Certificates.

(a) Street Reconstruction Account. Proceeds of the Street Reconstruction Bonds, less the appropriations made in Section 4.01(a) hereof, together with ad valorem taxes and any other funds appropriated for the Street Reconstruction collected during the Street Reconstruction, will be deposited in the Street Reconstruction Account of the Project Fund to be used solely to defray expenses of the Street Reconstruction and the payment of principal and interest on the Street Reconstruction Bonds prior to the completion and payment of all costs of the Street Reconstruction. When the Street Reconstruction is completed and the cost thereof paid, the Street Reconstruction Account of the Project Fund is to be closed and any funds remaining may be deposited in the Street Reconstruction Account of the Debt Service Fund.

(b) Utility Improvements Account. Proceeds of the Utility Revenue Bonds, less the appropriations made in Section 4.01(b) hereof, will be deposited in the Utility Improvements Account of the Project Fund to be used solely to defray expenses of the Utility Improvements. When the Utility Improvements are completed and the cost thereof paid, the Utility Improvements Account of the Project Fund is to be closed and any funds remaining therein may be deposited in the Utility Improvements Account of the Debt Service Fund.

(c) Capital Improvements Account. Proceeds of the CIP Bonds, less the appropriations made in Section 4.01(c) hereof, together with ad valorem taxes and any other funds appropriated for the Capital Improvements collected during the construction of the Capital Improvements, will be deposited in the Capital Improvements Account of the Project Fund to be used solely to defray expenses of the Capital Improvements and the payment of principal and interest on the CIP Bonds prior to the completion and payment of all costs of the Capital Improvements. When the Capital Improvements are completed and the cost thereof paid, the Capital Improvements Account of the Project Fund is to be closed and any funds remaining may be deposited in the Capital Improvements Account of the Debt Service Fund.

(d) Equipment Account. Proceeds of the Equipment Certificates, less the appropriations made in Section 4.01(d) hereof, together with any other funds appropriated for the purchase of the Equipment, will be deposited in the Equipment Account of the Project Fund to be used solely to pay the costs of acquiring the Equipment. When the Equipment is purchased and the cost thereof paid, the Equipment Account of the Project Fund is to be closed, and any funds remaining therein shall be transferred to the Equipment Account of the Debt Service Fund.

4.03. City Covenants with Respect to the Utility Revenue Bonds. The City Council covenants and agrees with the holders of the Bonds that so long as any of the Bonds remain outstanding and unpaid, it will keep and enforce the following covenants and agreements:

(a) The City will continue to maintain and efficiently operate the storm sewer system as a public utility and convenience free from competition of other like municipal utilities and will cause all revenues therefrom to be deposited in bank accounts and credited to the Storm Sewer Fund, as hereinabove provided, and will make no expenditures from that account except for a duly authorized purpose and in accordance with this resolution.

(b) The City will also maintain the Utility Improvements Account of the Debt Service Fund as a separate account and will cause money to be credited thereto from time to time out of Net Revenues from the storm sewer system in sums sufficient to pay principal of and interest on the Utility Revenue Bonds when due.

(c) The City will keep and maintain proper and adequate books of records and accounts separate from all other records of the City in which will be complete and correct entries as to all transactions relating to the storm sewer system and which will be open to inspection and copying by any Bondholder, or the Bondholder's agent or attorney, at any reasonable time, and it will furnish certified transcripts therefrom upon request and upon payment of a reasonable fee therefor, and said account will be audited at least annually by a qualified public accountant and statements of such audit and report will be furnished to all Bondholders upon request.

(d) The City Council will cause persons handling revenues of the storm sewer system to be bonded in reasonable amounts for the protection of the City and the Bondholders and will cause the funds collected on account of the operations of such system to be deposited in a bank whose deposits are guaranteed under the Federal Deposit Insurance Law.

(e) The City Council will keep the storm sewer system insured at all times against loss by fire, tornado, and other risks customarily insured against with an insurer or insurers in good standing, in such amounts as are customary for like plants, to protect the holders, from time to time, of the Bonds and the City from any loss due to any such casualty and will apply the proceeds of such insurance to make good any such loss.

(f) The City and each and all of its officers will punctually perform all duties with reference to the storm sewer system as required by law.

(g) The City will impose and collect charges of the nature authorized by Section 444.075 of the Utility Revenue Act, at the times and in the amounts required to produce Net Revenues adequate to pay all principal and interest when due on the Utility Revenue Bonds and to create and maintain such reserves securing said payments as may be provided in this resolution.

(h) The City Council will levy general ad valorem taxes on all taxable property in the City when required to meet any deficiency in Net Revenues.

4.04. General Obligation Pledge. For the prompt and full payment of the principal of and interest on the Bonds, as the same respectively become due, the full faith, credit and taxing powers of the City will be and are hereby irrevocably pledged. If the balance in the Debt Service Fund is ever insufficient to pay all principal and interest then due on the Bonds and any other bonds payable therefrom, the deficiency will be promptly paid out of monies in the general fund of the City which are available for such purpose, and such general fund may be reimbursed with or without interest from the Debt Service Fund when a sufficient balance is available therein.

4.05. Pledge of Tax Levy. For the purpose of paying the principal of and interest on the Street Reconstruction Bonds, the CIP Bonds, and the Equipment Certificates, there is levied a direct annual irrepealable ad valorem tax upon all of the taxable property in the City (the "Taxes"), which will be spread upon the tax rolls and collected with and as part of other general taxes of the City. The Taxes will be credited to the Street Reconstruction Account, the Capital Improvements Account, and the Equipment Account of the Debt Service Fund above provided and will be in the years and amounts provided in the Pricing Committee Certificate.

4.06. Certification to County Auditor/Treasurer as to Debt Service Fund Amount. It is hereby determined that the estimated collection of Taxes and Net Revenues will produce at least five percent (5%) in excess of the amount needed to meet when due the principal and interest payments on the Bonds.

The tax levy herein provided for the Bonds is irrevocable until all of the Bonds are paid, provided that at the time the City makes its annual tax levies the Finance Director may certify to the Auditor/Treasurer of Hennepin County, Minnesota (the "County Auditor/Treasurer") the amount available in the Debt Service Fund to pay principal and interest due during the ensuing year, and the County Auditor/Treasurer will thereupon reduce the levy collectible during such year by the amount so certified.

4.07. Filing of Resolution. The City Manager is authorized and directed to file a certified copy of this resolution, including the executed Pricing Committee Certificate, with the County Auditor/Treasurer and to obtain the certificate required by Section 475.63 of the Act.

Section 5. Authentication of Transcript.

5.01. City Proceedings and Records. The officers of the City are authorized and directed to prepare and furnish to the Purchaser and to the attorneys approving the Bonds certified copies of proceedings and records of the City relating to the Bonds and to the financial condition and affairs of the City, and such other certificates, affidavits and transcripts as may be required to show the facts within their knowledge or as shown by the books and records in their custody and under their control, relating to the validity and marketability of the Bonds, and such instruments, including any heretofore furnished, may be deemed representations of the City as to the facts stated therein.

5.02. Certification as to Official Statement. The Mayor, the City Manager, and the Finance Director are authorized and directed to certify that they have examined the Official Statement prepared and circulated in connection with the issuance and sale of the Bonds and that to the best of their knowledge and belief the Official Statement is a complete and accurate representation of the facts and representations made therein as of the date of the Official Statement.

5.03. Other Certificates. The Mayor, the City Manager, and the Finance Director are hereby authorized and directed to furnish to the Purchaser at the closing such certificates as are required as a condition of sale. Unless litigation shall have been commenced and be pending questioning the Bonds or the organization of the City or incumbency of its officers, at the closing the Mayor, the City Manager, and the Finance Director shall also execute and deliver to the Purchaser a suitable certificate as to absence of material litigation, and the Finance Director shall also execute and deliver a certificate as to payment for and delivery of the Bonds.

5.04. Electronic Signatures. The electronic signature of the Mayor, the City Manager, the Finance Director, and/or the City Clerk to this resolution and to any certificate authorized to be executed hereunder shall be as valid as an original signature of such party and shall be effective to bind the City thereto. For purposes hereof, (i) "electronic signature" means a manually signed original signature that is then transmitted by electronic means; and (ii) "transmitted by electronic means" means sent in the form of a facsimile or sent via the internet as a portable document format ("pdf") or other replicating image attached to an electronic mail or internet message.

Section 6. Tax Covenants.

6.01. Tax-Exempt Bonds. The City covenants and agrees with the holders from time to time of the Bonds that it will not take or permit to be taken by any of its officers, employees or agents any action which would cause the interest on the Bonds to become subject to taxation under the Internal Revenue Code of 1986, as amended (the “Code”), and the Treasury Regulations promulgated thereunder, in effect at the time of such actions, and that it will take or cause its officers, employees or agents to take, all affirmative action within its power that may be necessary to ensure that such interest will not become subject to taxation under the Code and applicable Treasury Regulations, as presently existing or as hereafter amended and made applicable to the Bonds.

6.02. No Rebate Required.

(a) The City will comply with requirements necessary under the Code to establish and maintain the exclusion from gross income of the interest on the Bonds under Section 103 of the Code, including without limitation requirements relating to temporary periods for investments, limitations on amounts invested at a yield greater than the yield on the Bonds, and the rebate of excess investment earnings to the United States if the Bonds (together with other obligations reasonably expected to be issued in calendar year 2024) exceed the small-issuer exception amount of \$5,000,000.

(b) For purposes of qualifying for the small issuer exception to the federal arbitrage rebate requirements, the City hereby finds, determines, and declares that the aggregate face amount of all tax-exempt bonds (other than private activity bonds) issued by the City (and all subordinate entities of the City) during the calendar year in which the Bonds are issued and outstanding at one time is not reasonably expected to exceed \$5,000,000, all within the meaning of Section 148(f)(4)(D) of the Code.

6.03. Not Private Activity Bonds. The City further covenants not to use the proceeds of the Bonds or to cause or permit them or any of them to be used, in such a manner as to cause the Bonds to be “private activity bonds” within the meaning of Sections 103 and 141 through 150 of the Code.

6.04. Qualified Tax-Exempt Obligations. In order to qualify the Bonds as “qualified tax-exempt obligations” within the meaning of Section 265(b)(3) of the Code, the City makes the following factual statements and representations:

(a) the Bonds are not “private activity bonds” as defined in Section 141 of the Code;

(b) the City designates the Bonds as “qualified tax-exempt obligations” for purposes of Section 265(b)(3) of the Code;

(c) the reasonably anticipated amount of tax-exempt obligations (other than private activity bonds that are not qualified 501(c)(3) bonds) which will be issued by the City (and all subordinate entities of the City) during calendar year 2024 will not exceed \$10,000,000; and

(d) not more than \$10,000,000 of obligations issued by the City during calendar year 2024 have been designated for purposes of Section 265(b)(3) of the Code.

6.05. Procedural Requirements. The City will use its best efforts to comply with any federal procedural requirements which may apply in order to effectuate the designations made by this section.

6.06. Declaration of Official Intent to Reimburse Expenditures.

(a) The Internal Revenue Service has issued Treas. Reg. § 1.150-2 (the “Reimbursement Regulations”) providing that proceeds of tax-exempt bonds used to reimburse prior expenditures will not be deemed spent unless certain requirements are met; the City expects to incur certain expenditures with respect to projects that may be financed temporarily from sources other than bonds, and reimbursed from the proceeds of tax-exempt bonds.

(b) The City has determined to make a declaration of official intent (the “Declaration”) to reimburse certain costs with respect to the Street Reconstruction, the Utility Improvements, the Capital Improvements, and the Equipment from proceeds of the Bonds in accordance with the Reimbursement Regulations.

(c) All reimbursed expenditures will be capital expenditures, costs of issuance of the Bonds, or other expenditures eligible for reimbursement under Section 1.150-2(d)(3) of the Reimbursement Regulations.

(d) This Declaration has been made not later than sixty (60) days after payment of any original expenditure to be subject to a reimbursement allocation with respect to the proceeds of the Bonds, except for the following expenditures: (a) costs of issuance of bonds; (b) costs in an amount not in excess of \$100,000 or five percent (5%) of the proceeds of an issue; or (c) “preliminary expenditures” up to an amount not in excess of twenty percent (20%) of the aggregate issue price of the issue or issues that finance or are reasonably expected by the City to finance the project for which the preliminary expenditures were incurred. The term “preliminary expenditures” includes architectural, engineering, surveying, bond issuance, and similar costs that are incurred prior to commencement of acquisition, construction or rehabilitation of a project, other than land acquisition, site preparation, and similar costs incident to commencement of construction.

(e) This Declaration is an expression of the reasonable expectations of the City based on the facts and circumstances known to the City as of the date hereof. The anticipated original expenditures for the Street Reconstruction, the Utility Improvements, the Capital Improvements, and the Equipment and the principal amount of the Bonds described herein are consistent with the City’s budgetary and financial circumstances. No sources other than proceeds of the Bonds to be issued by the City are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside pursuant to the City’s budget or financial policies to pay such expenditures.

(f) This Declaration is intended to constitute a declaration of official intent for purposes of the Reimbursement Regulations.

Section 7. Book-Entry System; Limited Obligation of City.

7.01. The Depository Trust Company. The Bonds will be initially issued in the form of a separate single typewritten or printed fully registered Bond for each of the maturities set forth in the Pricing Committee Certificate. Upon initial issuance, the ownership of each Bond will be registered in the registration books kept by the Registrar in the name of Cede & Co., as nominee for The Depository Trust Company, New York, New York, and its successors and assigns (“DTC”). Except as provided in this section, all of the outstanding Bonds will be registered in the registration books kept by the Registrar in the name of Cede & Co., as nominee of DTC.

7.02. Participants. With respect to Bonds registered in the registration books kept by the Registrar in the name of Cede & Co., as nominee of DTC, the City, the Registrar and the Paying Agent will have no responsibility or obligation to any broker dealers, banks and other financial institutions from time to time for which DTC holds Bonds as securities depository (the “Participants”), or to any other person on behalf of which a Participant holds an interest in the Bonds, including but not limited to any responsibility or obligation with respect to (i) the accuracy of the records of DTC, Cede & Co. or any Participant with respect to any ownership interest in the Bonds; (ii) the delivery to any Participant or any other person (other than a registered owner of Bonds, as shown by the registration books kept by the Registrar) of any notice with respect to the Bonds, including any notice of redemption; or (iii) the payment to any Participant or any other person, other than a registered owner of Bonds, of any amount with respect to principal of, premium, if any, or interest on the Bonds. The City, the Registrar and the Paying Agent may treat and consider the person in whose name each Bond is registered in the registration books kept by the Registrar as the holder and absolute owner of such Bond for the purpose of payment of principal, premium, and interest with respect to such Bond, for the purpose of registering transfers with respect to such Bonds, and for all other purposes. The Paying Agent will pay all principal of, premium, if any, and interest on the Bonds only to or on the order of the respective registered owners, as shown in the registration books kept by the Registrar, and all such payments will be valid and effectual to fully satisfy and discharge the City’s obligations with respect to payment of principal of, premium, if any, or interest on the Bonds to the extent of the sum or sums so paid. No person other than a registered owner of Bonds, as shown in the registration books kept by the Registrar, will receive a certificated Bond evidencing the obligation of this resolution. Upon delivery by DTC to the City Manager of a written notice to the effect that DTC has determined to substitute a new nominee in place of Cede & Co., the words “Cede & Co.” will refer to such new nominee of DTC; and upon receipt of such a notice, the City Manager will promptly deliver a copy of the same to the Registrar and Paying Agent.

7.03. Representation Letter. The City has heretofore executed and delivered to DTC a Blanket Issuer Letter of Representations (the “Representation Letter”) which shall govern payment of principal of, premium, if any, and interest on the Bonds and notices with respect to the Bonds. Any Paying Agent or Registrar subsequently appointed by the City with respect to the Bonds will agree to take all action necessary for all representations of the City in the Representation Letter with respect to the Registrar and Paying Agent, respectively, to be complied with at all times.

7.04. Transfers Outside Book-Entry System. In the event the City, by resolution of the City Council, determines that it is in the best interests of the persons having beneficial interests in the Bonds that they be able to obtain Bond certificates, the City will notify DTC, whereupon DTC will notify the Participants, of the availability through DTC of Bond certificates. In such event, the City will issue, transfer, and exchange Bond certificates as requested by DTC and any other registered owners in accordance with the provisions of this resolution. DTC may determine to discontinue providing its services with respect to the Bonds at any time by giving notice to the City and discharging its responsibilities with respect thereto under applicable law. In such event, if no successor securities depository is appointed, the City will issue and the Registrar will authenticate Bond certificates in accordance with this resolution and the provisions hereof will apply to the transfer, exchange and method of payment thereof.

7.05. Payments to Cede & Co. Notwithstanding any other provision of this resolution to the contrary, so long as a Bond is registered in the name of Cede & Co., as nominee of DTC, payments with respect to principal of, premium, if any, and interest on the Bond and notices with respect to the Bond will be made and given, respectively in the manner provided in DTC’s Operational Arrangements, as set forth in the Representation Letter.

Section 8. Continuing Disclosure.

8.01. Execution of Continuing Disclosure Certificate. “Continuing Disclosure Certificate” means that certain Continuing Disclosure Certificate executed by the Mayor and City Manager and dated the date of issuance and delivery of the Bonds, as originally executed and as it may be amended from time to time in accordance with the terms thereof.

8.02. City Compliance with Provisions of Continuing Disclosure Certificate. The City hereby covenants and agrees that it will comply with and carry out all of the provisions of the Continuing Disclosure Certificate. Notwithstanding any other provision of this resolution, failure of the City to comply with the Continuing Disclosure Certificate is not to be considered an event of default with respect to the Bonds; however, any Bondholder may take such actions as may be necessary and appropriate, including seeking mandate or specific performance by court order, to cause the City to comply with its obligations under this section.

Section 9. Defeasance. When all Bonds and all interest thereon have been discharged as provided in this section, all pledges, covenants and other rights granted by this resolution to the holders of the Bonds will cease, except that the pledge of the full faith and credit of the City for the prompt and full payment of the principal of and interest on the Bonds will remain in full force and effect. The City may discharge all Bonds which are due on any date by depositing with the Registrar on or before that date a sum sufficient for the payment thereof in full. If any Bond should not be paid when due, it may nevertheless be discharged by depositing with the Registrar a sum sufficient for the payment thereof in full with interest accrued to the date of such deposit.

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

and the following voted against the same:

WHEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED THIS 5TH DAY OF AUGUST, 2024.

William A. Blonigan, Mayor

ATTEST:

Chase Peterson-Etem, City Clerk

EXHIBIT A
LIST OF EQUIPMENT

Equipment	Cost	Economic Life
Sanborn Playground Equipment	\$300,000	12 years
Squad Car	87,000	3 years
Investigator/Captain Car	36,000	10 years
Pick-Up Trucks	42,000	10 years
Water Truck	210,000	12 years
Dump Truck	200,000	10 years
Forestry Vehicle	45,000	7 years
Mechanics Vehicle	45,000	7 years
Parks Truck—Five-Way Plow	62,000	7 years
Public Works Truck—F350	110,000	7 years
Engine Driven Loader Mounted	220,000	10 years
Squad Car	<u>23,000</u>	7 years
Total:	<u>\$1,380,000*</u>	

* The City will use cash on hand to pay for items of Equipment in excess of the proceeds of the Equipment Certificates.

EXHIBIT B

FORM OF PRICING COMMITTEE CERTIFICATE

\$ _____
City of Robbinsdale, Minnesota
General Obligation Bonds
Series 2024A

CERTIFICATE OF PRICING COMMITTEE

_____, 2024

On behalf of the City of Robbinsdale, Minnesota (the “City”), the undersigned hereby certify in connection with the issuance and sale of the General Obligation Bonds, Series 2024A (the “Bonds”), in the original aggregate principal amount of \$ _____, as follows:

1. Authorization. Pursuant to a resolution adopted by the City Council of the City of Robbinsdale, Minnesota (the “City”) on August 5, 2024 (the “Resolution”), the City established a pricing committee consisting of the City Manager and the Finance Director of the City (the “Pricing Committee”). The Pricing Committee was authorized to act as the authorized representatives of the City with respect to the sale of the Bonds and to make such determinations, approvals, authorizations, and consents and to take such other actions on behalf of the City as provided in the Resolution and with the advice of Baker Tilly Municipal Advisors, LLC, the municipal advisor of the City. Such authorization has not been revoked, withdrawn, or otherwise modified.

2. Duties. The Pricing Committee is to participate in the pricing of the Bonds and approve the terms of the Bonds. The Bonds are to be awarded by the Pricing Committee on behalf of the City, based on the conformity of the proposals with the parameters and terms set forth in Section 1.03 of the Resolution.

3. Award and Terms. The bids received by the City are set forth in ATTACHMENT A attached hereto and are in accordance with the official terms of proposal. In accordance with applicable terms of the Resolution, the Pricing Committee has approved the sale of the Bonds to _____ (the “Purchaser”) at a purchase price of \$ _____ (par amount of \$ _____, [plus original issue premium of \$ _____,] [less original issue discount of \$ _____,] less an underwriter’s discount of \$ _____). The Pricing Committee has agreed with the Purchaser to the following terms of the Bonds:

(a) The original aggregate principal amount of the Bonds is \$ _____, which is equal to or less than the maximum of \$3,620,000.

(b) The true interest cost of the Bonds is _____%, which is equal to or less than 4.65%.

(c) The Bonds are dated _____, 2024, which is the date and delivery of the Bonds to the Purchaser.

(d) Interest on the Bonds will be payable semiannually on February 1 and August 1, commencing _____ 1, 20__.

(e) The Bonds shall be payable on February 1 of the years, in the amounts, and at the rates set forth in ATTACHMENT B attached hereto.

(f) The City may elect on February 1, 20__, and on any day thereafter to prepay Bonds due on or after February 1, 20__. Redemption may be in whole or in part and if in part, at the option of the City and in such manner as the City will determine. If less than all Bonds of a maturity are called for redemption, the City will notify DTC of the particular amount of such maturity to be prepaid. DTC will determine by lot the amount of each participant's interest in such maturity to be redeemed and each participant will then select by lot the beneficial ownership interests in such maturity to be redeemed. Prepayments will be at a price of par plus accrued interest.

[IF TERM BONDS ARE REQUESTED BY THE PURCHASER:]

(g) The Bonds maturing on February 1, 20__ and February 1, 20__ shall hereinafter be referred to collectively as the "Term Bonds." The principal amounts of the Term Bonds subject to mandatory sinking fund redemption on any date may be reduced through earlier optional redemptions, with any partial redemptions of the Term Bonds credited against future mandatory sinking fund redemptions of such Term Bonds in such order as the City shall determine. The Term Bonds are subject to mandatory sinking fund redemption and shall be redeemed in part at par plus accrued interest on February 1 of the following years and in the principal amounts as follows:

Sinking Fund Installment Date

Principal Amount

February 1, 20__ Term Bonds

* *Maturity*

February 1, 20__ Term Bonds

* *Maturity]*

4. Tax Levy. As authorized by the Resolution, an ad valorem tax for the payment of all of the principal of and interest on the Street Reconstruction Bonds, the CIP Bonds, and the Equipment Certificates is levied on all taxable property in the City and shall be payable in the years and amounts set forth in ATTACHMENT C attached hereto.

5. No Receipt of Qualified Petitions.

(a) The Pricing Committee has determined that, within thirty (30) days after the public hearing with respect to the Street Reconstruction Plan and the Street Reconstruction Bonds, no petition for a referendum on the issuance of the Street Reconstruction Bonds to pay costs of the Street Reconstruction was received by the City in accordance with the Street Reconstruction Act.

(b) The Pricing Committee has determined that, within thirty (30) days after the public hearing with respect to the Capital Improvement Plan and the CIP Bonds, no petition for a referendum on the issuance of the CIP Bonds to pay costs of the Capital Improvements was received by the City in accordance with the CIP Act.

6. Defined Terms. Capitalized terms used herein that are otherwise not defined shall have the meanings assigned to such terms in the Resolution.

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

IN WITNESS WHEREOF, the undersigned members of the Pricing Committee have executed this Certificate of Pricing Committee as of the date and year first written above.

PRICING COMMITTEE

By _____
Its City Manager

By _____
Its Finance Director

ATTACHMENT A TO PRICING COMMITTEE CERTIFICATE

BID TABULATION

ATTACHMENT B TO PRICING COMMITTEE CERTIFICATE

MATURITY SCHEDULE

The Bonds shall bear interest at the rates per annum set forth below and shall mature serially on February 1 in the years and amounts as follows:

<u>Year</u>	<u>Rate</u>	<u>Amount</u>	<u>Year</u>	<u>Rate</u>	<u>Amount</u>
2026	%	\$	2031	%	\$
2027			2032		
2028			2033		
2029			2034		
2030			2035		

(a) \$_____ of the Bonds, constituting the Street Reconstruction Bonds, maturing on February 1 of the years and in the amounts set forth below, will be used to finance the Street Reconstruction:

<u>Year</u>	<u>Amount</u>	<u>Year</u>	<u>Amount</u>
2026	\$	2031	\$
2027		2032	
2028		2033	
2029		2034	
2030		2035	

(b) \$_____ of the Bonds, constituting the Utility Revenue Bonds, maturing on February 1 of the years and in the amounts set forth below, will be used to finance the Utility Improvements:

<u>Year</u>	<u>Amount</u>	<u>Year</u>	<u>Amount</u>
2026	\$	2031	\$
2027		2032	
2028		2033	
2029		2034	
2030		2035	

(c) \$_____ of the Bonds, constituting the CIP Bonds, maturing on February 1 of the years and in the amounts set forth below, will be used to finance the Capital Improvements:

<u>Year</u>	<u>Amount</u>	<u>Year</u>	<u>Amount</u>
2026	\$	2029	\$
2027		2030	
2028			

(d) The remainder of the Bonds in the principal amount of \$_____, constituting the Equipment Certificates, maturing on February 1 of the years and in the amounts set forth below, will be used to finance the Equipment:

<u>Year</u>	<u>Amount</u>	<u>Year</u>	<u>Amount</u>
2026	\$	2029	\$
2027		2030	
2028			

ATTACHMENT C TO PRICING COMMITTEE CERTIFICATE

TAX LEVY SCHEDULES

Tax Levy Schedule for the Street Reconstruction Bonds

<u>YEAR *</u>	<u>TAX LEVY</u>
2025	
2026	
2027	
2028	
2029	
2030	
2031	
2032	
2033	
2034	

** Year tax levy collected.*

Tax Levy Schedule for the CIP Bonds

<u>YEAR *</u>	<u>TAX LEVY</u>
2025	
2026	
2027	
2028	
2029	

** Year tax levy collected.*

Tax Levy Schedule for the Equipment Certificates

<u>YEAR *</u>	<u>TAX LEVY</u>
2025	
2026	
2027	
2028	
2029	

** Year tax levy collected.*

EXHIBIT C

FORM OF BOND

No. R-_____

\$_____

UNITED STATES OF AMERICA
STATE OF MINNESOTA
COUNTY OF HENNEPIN
CITY OF ROBBINSDALE

GENERAL OBLIGATION BOND
SERIES 2024A

<u>Rate</u>	<u>Maturity</u>	<u>Date of Original Issue</u>	<u>CUSIP</u>
	February 1, 20__	_____, 2024	

Registered Owner: CEDE & CO.

The City of Robbinsdale, Minnesota, a duly organized and existing municipal corporation in Hennepin County, Minnesota (the “City”), acknowledges itself to be indebted and for value received hereby promises to pay to the Registered Owner specified above or registered assigns, the principal sum of \$_____ on the maturity date specified above, with interest thereon from the date hereof at the annual rate specified above (calculated on the basis of a 360 day year of twelve 30 day months), payable February 1 and August 1 in each year, commencing _____ 1, 20__, to the person in whose name this Bond is registered at the close of business on the fifteenth day (whether or not a business day) of the immediately preceding month. The interest hereon and, upon presentation and surrender hereof, the principal hereof are payable in lawful money of the United States of America by check or draft by U.S. Bank Trust Company, National Association, Saint Paul, Minnesota, as Bond Registrar, Paying Agent, Transfer Agent, and Authenticating Agent, or its designated successor under the Resolution described herein. For the prompt and full payment of such principal and interest as the same respectively become due, the full faith and credit and taxing powers of the City have been and are hereby irrevocably pledged.

The City may elect on February 1, 20__, and on any day thereafter to prepay Bonds due on or after February 1, 20__. Redemption may be in whole or in part and if in part, at the option of the City and in such manner as the City will determine. If less than all Bonds of a maturity are called for redemption, the City will notify The Depository Trust Company (“DTC”) of the particular amount of such maturity to be prepaid. DTC will determine by lot the amount of each participant’s interest in such maturity to be redeemed and each participant will then select by lot the beneficial ownership interests in such maturity to be redeemed. Prepayments will be at a price of par plus accrued interest.

This Bond is one of an issue in the aggregate principal amount of \$_____ all of like original issue date and tenor, except as to number, maturity date, interest rate, and redemption privilege, all issued pursuant to a resolution adopted by the City Council on August 5, 2024 (the “Resolution”), for the purpose of providing money to defray the expenses incurred and to be incurred in undertaking certain street reconstruction activities, in making various improvements to the storm sewer system of the City, in making certain capital improvements, and in financing the acquisition of certain items of capital equipment, pursuant to and in full conformity with the home rule charter of the City and the Constitution and laws of the State of Minnesota, including Minnesota Statutes, Chapters 444 and 475, as amended,

including but not limited to Sections 475.521 and 475.58, subdivision 3b, and Minnesota Statutes, Sections 410.32 and 412.301, as amended, and the principal hereof and interest hereon are payable in part from ad valorem taxes and net revenues of the storm sewer system of the City, as set forth in the Resolution to which reference is made for a full statement of rights and powers thereby conferred. The full faith and credit of the City are irrevocably pledged for payment of this Bond and the City Council has obligated itself to levy additional ad valorem taxes on all taxable property in the City in the event of any deficiency in ad valorem taxes and net revenues pledged, which taxes may be levied without limitation as to rate or amount. The Bonds of this series are issued only as fully registered Bonds in denominations of \$5,000 or any integral multiple thereof of single maturities.

The City Council has designated the issue of Bonds of which this Bond forms a part as “qualified tax-exempt obligations” within the meaning of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

IT IS HEREBY CERTIFIED AND RECITED that in and by the Resolution, the City has covenanted and agreed that it will continue to own and operate the storm sewer system free from competition by other like municipal utilities; that adequate insurance on said system and suitable fidelity bonds on employees will be carried; that proper and adequate books of account will be kept showing all receipts and disbursements relating to the Storm Sewer Fund, into which it will pay all of the gross revenues from the storm sewer system; that it will also create and maintain a Utility Improvements Account within the General Obligation Bonds, Series 2024A Debt Service Fund, into which it will pay, out of the net revenues from the storm sewer system, a sum sufficient to pay principal of the Utility Revenue Bonds (as defined in the Resolution) and interest on the Utility Revenue Bonds when due; and that it will provide, by ad valorem tax levies, for any deficiency in required net revenues of the storm sewer system.

As provided in the Resolution and subject to certain limitations set forth therein, this Bond is transferable upon the books of the City at the principal office of the Bond Registrar, by the registered owner hereof in person or by the owner’s attorney duly authorized in writing, upon surrender hereof together with a written instrument of transfer satisfactory to the Bond Registrar, duly executed by the registered owner or the owner’s attorney; and may also be surrendered in exchange for Bonds of other authorized denominations. Upon such transfer or exchange the City will cause a new Bond or Bonds to be issued in the name of the transferee or registered owner, of the same aggregate principal amount, bearing interest at the same rate and maturing on the same date, subject to reimbursement for any tax, fee or governmental charge required to be paid with respect to such transfer or exchange.

The City and the Bond Registrar may deem and treat the person in whose name this Bond is registered as the absolute owner hereof, whether this Bond is overdue or not, for the purpose of receiving payment and for all other purposes, and neither the City nor the Bond Registrar will be affected by any notice to the contrary.

IT IS HEREBY CERTIFIED, RECITED, COVENANTED, AND AGREED that all acts, conditions, and things required by the home rule charter of the City and the Constitution and laws of the State of Minnesota, to be done, to exist, to happen, and to be performed preliminary to and in the issuance of this Bond in order to make it a valid and binding general obligation of the City in accordance with its terms, have been done, do exist, have happened, and have been performed as so required, and that the issuance of this Bond does not cause the indebtedness of the City to exceed any constitutional, statutory, or charter limitation of indebtedness.

This Bond is not valid or obligatory for any purpose or entitled to any security or benefit under the Resolution until the Certificate of Authentication hereon has been executed by the Bond Registrar by manual signature of one of its authorized representatives.

IN WITNESS WHEREOF, the City of Robbinsdale, Hennepin County, Minnesota, by its City Council, has caused this Bond to be executed on its behalf by the facsimile or manual signatures of the Mayor and City Manager and has caused this Bond to be dated as of the date set forth below.

Dated: _____, 2024

CITY OF ROBBINSDALE, MINNESOTA

(Facsimile)
Mayor

(Facsimile)
City Manager

CERTIFICATE OF AUTHENTICATION

This is one of the Bonds delivered pursuant to the Resolution mentioned within.

**U.S. BANK TRUST COMPANY,
NATIONAL ASSOCIATION**

By _____
Authorized Representative

ABBREVIATIONS

The following abbreviations, when used in the inscription on the face of this Bond, will be construed as though they were written out in full according to applicable laws or regulations:

TEN COM -- as tenants in common

UNIF GIFT MIN ACT

Custodian _____

(Cust) _____ (Minor)

TEN ENT -- as tenants by entireties

under Uniform Gifts or Transfers to Minors
Act, State of _____

JT TEN -- as joint tenants with right of
survivorship and not as tenants in common

Additional abbreviations may also be used though not in the above list.

ASSIGNMENT

For value received, the undersigned hereby sells, assigns and transfers unto _____ the within Bond and all rights thereunder, and does hereby irrevocably constitute and appoint _____ attorney to transfer the said Bond on the books kept for registration of the within Bond, with full power of substitution in the premises.

Dated: _____

Notice: The assignor's signature to this assignment must correspond with the name as it appears upon the face of the within Bond in every particular, without alteration or any change whatever.

Signature Guaranteed:

NOTICE: Signature(s) must be guaranteed by a financial institution that is a member of the Securities Transfer Agent Medallion Program ("STAMP"), the Stock Exchange Medallion Program ("SEMP"), the New York Stock Exchange, Inc. Medallion Signatures Program ("MSP") or other such "signature guarantee program" as may be determined by the Registrar in addition to, or in substitution for, STAMP, SEMP or MSP, all in accordance with the Securities Exchange Act of 1934, as amended.

The Bond Registrar will not effect transfer of this Bond unless the information concerning the assignee requested below is provided.

Name and Address: _____

(Include information for all joint owners if this Bond is held by joint account.)

Please insert social security or other identifying number of assignee

PROVISIONS AS TO REGISTRATION

The ownership of the principal of and interest on the within Bond has been registered on the books of the Registrar in the name of the person last noted below.

<u>Date of Registration</u>	<u>Registered Owner</u>	<u>Signature of Officer of Registrar</u>
	Cede & Co. Federal ID #13-2555119	

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

I, the undersigned, being the duly qualified City Clerk of the City of Robbinsdale, Minnesota (the “City”), do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a special meeting of the City Council of the City held on August 5, 2024, with the original minutes on file in my office and the extract is a full, true and correct copy of the minutes insofar as they relate to the issuance and sale of the City’s General Obligation Bonds, Series 2024A, in the maximum aggregate principal amount of \$3,620,000.

WITNESS My hand as City Clerk and the corporate seal of the City this ____ day of August, 2024.

(SEAL)

City Clerk
City of Robbinsdale, Minnesota

TO: Mayor and City Council

PREPARED BY: Kayla Kirtz, Sustainability Coordinator

APPROVED BY: Tim Sandvik, City Manager

DATE: August 5, 2024

RE: Accept Local Climate Action grant from the Minnesota Pollution Control Agency

Background:

On April 16, 2024, the City Council approved the submission of an application to the Minnesota Pollution Control Agency (MPCA) for a Local Climate Action grant. Staff applied for funds to pursue a feasibility study for geothermal heating and cooling at the future Public Works facility. The project is in alignment with the existing Robbinsdale Energy Action Plan and would enable the City to decrease greenhouse gas emissions, increase renewable energy, and minimize local climate pollution. On Tuesday, July 23, staff were notified that the City of Robbinsdale has been selected for a Local Climate Action grant award in the amount of \$20,000. Therefore, the City will be pursuing a geothermal feasibility study at the site of the future Public Works building.

Analysis:

None.

Recommendation:

By motion, authorize the City Manager to sign the Grant Agreement with the Minnesota Pollution Control Agency accepting \$20,000 in Local Climate Action grant funds.

Attachments:

None

TO: Mayor and City Council
PREPARED BY: Tim Sandvik, City Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: August 5, 2024
RE: Fuel Agreement with City of Crystal, MN

Background:

As City staff continues to evaluate spending, including ongoing purchases like fuel, staff recently discovered an opportunity to purchase through the City of Crystal, MN. Staff initially brought this item to Council at the April 9, 2024 City Council Work Session.

Analysis:

As the City continues to use fuel on a variety of rolling stock (to include public safety vehicles, public works vehicles, parks vehicles, etc...), staff started a conversation with City staff in Crystal, MN. Initial conversations recognized some start up costs including a share of inspections, software, and testing. Further costs would include tech and materials for access and purchasing. In total, start up costs are expected to cost \$5,000 - \$7,000.

The actual purchasing of fuel will far offset any initial costs, and yield an annual savings. Initial analysis shows the City is able to incur a bulk rate savings of approximately \$0.71 per gallon for Unleaded fuel, and an average of \$0.82 per gallon for Diesel fuel. Diesel may include blends, depending on the season, so savings may vary.

Based on current levels, staff is projecting an annual savings of \$37,480.

It should be noted, the City intends to continue to purchase limited fuel locally for small fleet due to convenience.

Recommendation:

Authorize the Mayor and City Manager to execute a Fuel Facilities Agreement with the City of Crystal, MN.

Attachments:

None

TO: Mayor and City Council
PREPARED BY: Chase Peterson-Etem, City Clerk/Assistant to City Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: August 5, 2024
RE: Voucher Requests Pending Approval for Disbursement

Background:

The check register dated 8/5/24 reflects the voucher requests pending approval for disbursement.

The check register dated 7/17/24 through 8/5/24 is a list of vouchers requiring payment for city funds, Deputy Registrar, liquor, and miscellaneous purchases. The payments are required prior to the next Council meeting.

Analysis:

None

Recommendation:

By motion, approve disbursement requests for the period ending 8/5/2024.

Attachments:

None

TO: Mayor and City Council

PREPARED BY: Chase Peterson-Etem, City Clerk/Assistant to City Manager

APPROVED BY: Tim Sandvik, City Manager

DATE: August 5, 2024

RE: Schedule Canvas Board Meeting for August 16, 2024

Background:

The City Council serves as the canvassing board for city elections. Per state statute, the Council must meet on either the second or third day after the primary election to review the canvass report and declare the official results. The meeting is open to the public.

Analysis:

Staff is recommending the canvass board meeting be held on Friday, August 16, 2024, as this will provide one additional day for staff to gather the necessary materials for the board. There is no language in statute that regulates at what time of day these meetings must take place. In the past, these meetings have been held at 5 p.m., which would be fine, but staff is open to meeting sometime during the day, if the Council would prefer.

Recommendation:

Motion to schedule the primary election canvass board meeting for Friday, August 16, 2024, and set the time of the meeting.

Attachments:

None