

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, Greenberg, Parisian, Mayor Blonigan
3. MICROPHONE CHECK: Wagner, Murphy, Greenberg, Parisian, Mayor Blonigan
4. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE CITY COUNCIL ON MATTERS NOT ON THE AGENDA
5. APPROVAL OF THE SEPTEMBER 3, 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 Special City Council Meeting minutes from July 9, 2024
 - B. Receive Parks, Recreation, and Forestry Commission minutes from June 25, 2024
 - C. Deputy Registrar's Monthly Financial Statements
 - D. Robbinsdale Wine & Spirits' Monthly Financial Statements
 - E. Quarterly Financial Information for General, Water, Sanitary Sewer, Storm Sewer, and Solid Waste
 - F. Scheduling Public Hearing on October 1, 2024, to Certify the Assessment Roll for Unpaid Administrative Penalties
 - G. Scheduling Public Hearing on October 1, 2024, to Certify the Assessment Roll for Delinquent Utilities
 - H. Scheduling Public Hearing on October 1, 2024, to Certify the Assessment Roll for Emergency Water, Sewer, and Sump Pump Repairs
 - I. Approval of Licenses
 - J. UNCF Walk for Education
 - K. Faith Chapel Event
7. PRESENTATIONS
- A. LMC Legislators of Distinction - Senator Rest, Representative Freiberg
8. PUBLIC HEARINGS
- A. Public Hearing to receive feedback on the Blue Line Light Rail Extension
9. OLD BUSINESS
- A. Consider Consumption and Display Permit for 4130 Lakeland
10. NEW BUSINESS
- A. None
11. OTHER BUSINESS
- A. Voucher Requests Pending Approval for Disbursement
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, Mayor Blonigan
Absent: Murphy
Staff: Tim Sandvik, City Manager; Diaa Tahoun, Finance Director

APPROVAL OF THE JULY 9, 2024, MEETING AGENDA

Member Parisian MOVED, seconded by Wagner to approve the July 9, 2024, Meeting Agenda. The vote was unanimous and the motion passed.

CONSENT AGENDA

Mayor Blonigan removed Consent Item A for further consideration.

A. Ward 4 Polling Place Location Designation

Sandvik provided an overview of the item and noted the need to change the Ward 4 polling place location from the North Memorial Training Center to Manor Park Building. He stated this would only be for the August primary election.

Member Wagner asked if the November general election would be back at the North Memorial Training Center. Sandvik stated yes and that the city would put out information to communicate this. He also noted Hennepin County would send a postcard with updated information.

Member Parisian asked if the post card would go to all Ward 4 residents or only registered voters. Sandvik stated it would only be sent to register voters.

Mayor Blonigan noted he wouldn't be opposed to spending additional funds to make sure each residence received a notice, especially for apartments and rental units. He asked how many residences this would include. Sandvik noted there would be around 1,500 households.

It was the consensus of the Council to send an additional postcard to every residence in Ward 4.

Member Wagner MOVED, seconded by Parisian to Approve Ward 4 Polling Place Location Designation. The vote was unanimous and the motion passed.

PUBLIC HEARINGS

A. Resolution adopting a Capital Improvement Plan and authorizing preliminary Bond Sale

Tahoun introduced the item and stated there are two projects we would use this bonding for, and that the city has consulted with Baker Tilly. He noted Christine Hogan, Baker Tilly, was here tonight to help walk through the process.

Hogan provided additional information about the bond issuance.

Mayor Blonigan asked about the total of all the bonding for this year. Hogan stated it would be about \$3.3 million. Mayor Blonigan asked about the cost of issuance and asked if those were spread on a pro rata basis. Hogan noted that is correct.

Sandvik noted the city annually goes through a 10-year Capital Improvement Plan (CIP) and Street Improvement Plan and uses some bonding to pay for those items. He also mentioned the three Council members in attendance right now would meet the threshold for passing this bond resolution.

Mayor Blonigan asked how this borrowing could affect our other investment strategies. Sandvik further asked what the mechanism might be to ensure that the funds sitting can be used for other investment strategies. Hogan noted if the concern is arbitrage the rule is that you generally have two years to spend on the proceeds, if it's construction. She also stated there are different spend downs on construction versus equipment. She noted that during that time frame you can invest that money up to the bond yield, as long as you follow specific spend downs and guidelines.

Member Wagner asked about the notice for the public hearing. Sandvik noted the proper notice had been submitted to the Sun Post.

Mayor Blonigan MOVED, seconded by Wagner to Approve a Resolution Adopting a Capital Improvement Plan and Authorizing Preliminary Bond Sale.

A roll call was taken.

Ayes: Parisian, Wagner, Blonigan.

Nays: None.

The vote was unanimous and the motion passed.

COUNCIL GENERAL COMMUNICATIONS

Mayor Blonigan encouraged people to participate in Whiz Bang Days and noted they could donate their time or money.

ADJOURNMENT

Member Wagner MOVED, seconded by Parisian to adjourn the meeting at 6:57 p.m. The vote was unanimous and the motion passed.

Chase Peterson-Em, City Clerk

William A. Blonigan, Mayor



ROBBINSDALE PARKS, RECREATION & FORESTRY COMMISSION
MINUTES

June 25, 2024, 7:00 p.m.
Robbinsdale City Hall

The Parks, Recreation, and Forestry Commission is an advisory commission to the City Council on matters relating to the City's parks system, recreation programs, and forestry activities.

1) Commission Meeting Called to Order

Roll Call: ☒ Beck ☒ Erdos-Thayer ☐ O Hickman

☒ Markfort ☒ Rochon-Washington ☒ Vaith

Also in attendance:

Steve Potach, Erin Sparks, Mark Lavery Ward 2 Members

Matt Bazyk: City Staff

Anna Springer, Jonathan Nelsen, Aus Perez: Bolton & Menk

2) Approval of the minutes of the regular meeting of April 5th, 2024.

Beck motion to approve. Rochon-Washington 2nd.

3) Discussion of Ward 2 PRFC Seat.

Due to the Ward 2 City Council Seat being vacant the City requested applications for Ward 2 Commission Members. We received three applications from Steve Potach, Erin Sparks and Mark Lavery. All were in attendance to meet the Commission and were invited to join in the discussion regarding the Parks Master Plan.

4) New Business

Bolton & Menk Parks Master Plan Presentation and Discussion

Introduction of Bolton & Menk Team. B&M gave a brief overview of the discussion they had been having with City Staff, the direction they were hoping to move with the Parks Master Plan and the timeline for completing the PMP.

Feedback from the Commission:

Excited about the project. Discussion revolved around SWOT analysis completed by PRFC in January or 2024.

Rochon-Washington: Consider alternate locations for the fitness court if the project with the National Fitness Campaign Falls through. (Seconded by Erdos-Thayer)

Mostly recycled discussion ensuring that the PRFC and Bolton and Menk were on the same page for the Park Master Plan.

TO: Mayor and City Council
PREPARED BY: Daaa Tahoun, Finance Director
APPROVED BY: Tim Sandvik, City Manager
DATE: September 3, 2024
RE: Deputy Registrar's Monthly Financial Statements

Background:

Attached are the Deputy Registrar's financial reports for the month of July 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 \$364,298, showing an increase of \$23,151 (6.35%) compared to the previous year. Expenditures have risen by \$26,897 (9.15%). The net gain before transfers for the year is \$66,486, which is \$3,746 (-5.33%) less than last year.

Passport revenue year to date decreased \$7,234, (-10.44%) and motor vehicle fees have increased \$82,830, (35.77%).

Recommendation:

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

Attachments:

1. DEPS Jul 2024

City of Robbinsdale
Deputy Registrar
Profit and Loss Statement From Operations
For Period Ending July 31, 2024

			Year to Date		% Inc (Dec) from Previous Year
	Jul-2024	Jul-2023	2024	2023	
Notary Fees			25	60	(58.3%)
Motor Vehicle Fees	43,693	33,932	306,476	231,564	32.4%
Motor Vehicle Fees - Kiosk	2,921		7,918	-	
Boat/Snow/ATV/ORV Fees	410	482	3,089	3,009	2.7%
Fish & Game Fees	5	8	67	88	(23.9%)
Passport Fees	7,555	13,109	69,611	82,399	(15.5%)
State Grants - Other		46,502	-	46,502	0.0%
Other Revenue	113	116	263	676	(61.1%)
Revenues	<u>54,697</u>	<u>94,149</u>	<u>387,449</u>	<u>364,298</u>	6.4%
Operating Expenses:					
Personal Services	34,182	35,474	261,113	227,627	14.7%
Supplies & Repairs	148	690	1,575	5,631	(72.0%)
Internal Serv Charges	7,367	7,275	51,569	50,922	1.3%
Other Charges & Services	275	2,287	5,862	7,242	(19.1%)
Other (Income) Expense	134	619	844	2,644	0.0%
Total	<u>42,106</u>	<u>46,345</u>	<u>320,963</u>	<u>294,066</u>	9.1%
Operating Income / (Loss)	<u>12,591</u>	<u>47,804</u>	<u>66,486</u>	<u>70,232</u>	
	23%	51%	17%	19%	

TO: Mayor and City Council
PREPARED BY: Diaa Tahoun, Finance Director
APPROVED BY: Tim Sandvik, City Manager
DATE: September 3, 2024
RE: Robbinsdale Wine & Spirits' Monthly Financial Statements

Background:

Attached are the Robbinsdale Wine & Spirits' financial reports for the month of July 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 \$2,390,795, reflecting a \$36,337 decrease (-1.5%) from the previous year. Gross profit from sales stands at \$677,168, compared to \$666,677 in 2023 (1.6% 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 -\$36,966, showing a decrease of -310.03% from the net income of \$17,600 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 July 2024.

Attachments:

1. Liquor Jul 2024

City of Robbinsdale
Robbinsdale Wine & Spirits
Profit and Loss Statement From Operations
For Period Ending July 31, 2024

			Year to Date			% Inc (Dec)
	Jul-2024	Jul-2023	2024	2023	Amount Difference	from Previous Year
Sales	385,093	404,031	2,413,591	2,455,640	(42,049)	(1.7%)
Less Customer Discounts	3,529	3,879	22,796	28,508	(5,712)	(20.0%)
Net Sales	381,564	400,152	2,390,795	2,427,132	(36,337)	(1.5%)
Cost of Sales	272,704	292,407	1,713,627	1,760,455	(46,828)	(2.7%)
Gross Profit	108,860	107,745	677,168	666,677	10,491	1.6%
Percent to Net Sales	29%	27%	28%	27%		
Operating Expenses:						
Personal Services	58,171	55,239	406,518	377,670	28,848	7.6%
Supplies & Repairs	1,530	1,820	13,043	11,860	1,183	10.0%
Other Charges & Services	41,326	11,768	180,393	144,244	36,149	25.1%
Depreciation	11,250	11,178	78,750	78,246	504	0.6%
Other (Income) Expense	(51)	17	(550)	(43)	(507)	1179.1%
Total	112,226	80,022	678,154	611,977	66,177	10.8%
Operating Income / (Loss)	(3,366)	27,723	(986)	54,700	(55,686)	(101.8%)
Percent to Net Sales	-1%	7%	0%	2%		

Nonoperating Revenues (Expenses)

GASB 87 Adjustment					
Lease Interest Expense	(5,020)	(5,300)	(35,980)	(37,100)	1,120
	(5,020)	(5,300)	(35,980)	(37,100)	1,120
Income/(Loss) Before Transfers	(8,386)	22,423	(36,966)	17,600	(54,566)

	Current Month Analysis					
	Liquor	Wine	Beer	Misc	THC	Totals
Sales	157,688	53,397	151,154	11,550	7,775	381,564
Inventory of July 1	335,969	158,879	95,891	10,710	7,494	608,943
Purchases	92,169	21,741	112,700	7,090	5,999	239,699
Less Inventory of July 31	318,634	145,108	93,162	10,327	8,707	575,938
Cost of Sales	109,504	35,512	115,429	7,473	4,786	272,704
Gross Profit	48,184	17,885	35,725	4,077	2,989	108,860
Gross Profit % to Net Sales	31%	33%	24%	35%	38%	
Product % to Total Sales	41%	14%	40%	3%	2%	

City of Robbinsdale
Robbinsdale Wine & Spirits
Profit and Loss Statement From Operations
For Period Ending July 31, 2024

Sales / Cost of Sales Analysis

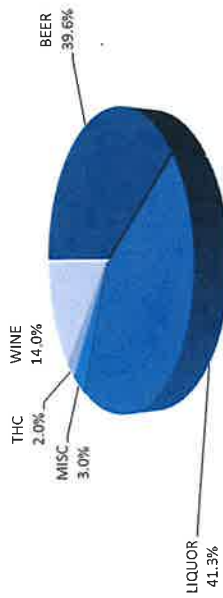
			Year to Date		% Inc (Dec) from Previous Year
	Jul-2024	Jul-2023	2024	2023	
Liquor Sales	157,688	161,858	996,608	1,011,901	(1.5%)
Liquor Cost of Sales	109,504	115,507	693,374	715,737	(3.1%)
Gross Profit	<u>48,184</u>	<u>46,351</u>	<u>303,234</u>	<u>296,164</u>	<u>2.4%</u>
Percent to Net Sales	31%	29%	30%	29%	
Wine Sales	53,397	60,501	384,637	410,942	(6.4%)
Wine Cost of Sales	35,512	40,587	258,580	277,723	(6.9%)
Gross Profit	<u>17,885</u>	<u>19,914</u>	<u>126,057</u>	<u>133,219</u>	<u>(5.4%)</u>
Percent to Net Sales	33%	33%	33%	32%	
Beer Sales	151,154	165,483	895,624	947,554	(5.5%)
Beer Cost of Sales	115,429	125,967	685,133	727,570	(5.8%)
Gross Profit	<u>35,725</u>	<u>39,516</u>	<u>210,491</u>	<u>219,984</u>	<u>(4.3%)</u>
Percent to Net Sales	24%	24%	24%	23%	
Misc Sales	11,550	11,355	66,273	55,780	18.8%
Misc Cost of Sales	7,473	9,773	46,502	38,852	19.7%
Gross Profit	<u>4,077</u>	<u>1,582</u>	<u>19,771</u>	<u>16,928</u>	<u>16.8%</u>
Percent to Net Sales	35%	14%	30%	30%	
THC Sales	7,775	955	47,652	955	4889.7%
THC Cost of Sales	4,786	573	30,038	573	5142.2%
Gross Profit	<u>2,989</u>	<u>382</u>	<u>17,614</u>	<u>382</u>	<u>4511.0%</u>
Percent to Net Sales	38%	40%	37%	40%	
Total Sales	381,564	400,152	2,390,794	2,427,132	(1.5%)
Total Cost of Sales	272,704	292,407	1,713,627	1,760,455	(2.7%)
Gross Profit	<u>108,860</u>	<u>107,745</u>	<u>677,167</u>	<u>666,677</u>	<u>1.6%</u>
Percent to Net Sales	29%	27%	28%	27%	

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	157,688.00	155,405.00	-	149,962.00	-
Wine	60,501.00	53,397.00	59,637.00	-	60,972.00	-
Beer	165,483.00	151,154.00	147,970.00	-	141,762.00	-
THC	955.00	7,775.00	3,705.00	-	4,670.00	-
Misc	11,355.00	11,550.00	10,414.00	-	10,108.00	-
	<u>400,152.00</u>	<u>381,564.00</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>

July 2024

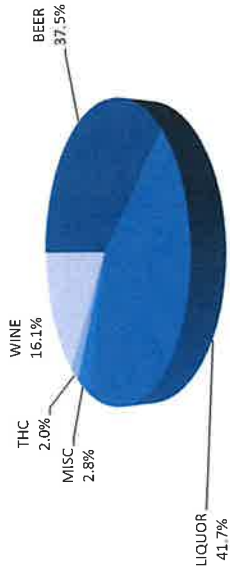
Liquor Store - Net Sales



July 2024		Net Sales per Dept	% Net Sales of Total
BEER	6401.4763	151,164	39.6%
LIQUOR	6401.4761	157,677	41.3%
MISC	6401.4764	11,551	3.0%
THC	6401.4766	7,775	2.0%
WINE	6401.4762	53,397	14.0%
		381,564	

Yearly 2024

Liquor Store - Net Sales



Total 2024		Net Sales per Dept	% Net Sales of Total
BEER	6401.4763	895,634	37.5%
LIQUOR	6401.4761	996,597	41.7%
MISC	6401.4764	66,274	2.8%
THC	6401.4766	47,652	2.0%
WINE	6401.4762	384,637	16.1%
		2,390,794	

TO: Mayor and City Council
PREPARED BY: Daaa Tahoun, Finance Director
APPROVED BY: Tim Sandvik, City Manager
DATE: September 3, 2024
RE: Quarterly Financial Information for General, Water, Sanitary Sewer,
Storm Sewer, and Solid Waste

Background:

Attached is quarterly financial information for the General, Water, Sanitary Sewer, Storm Sewer, and Solid Waste Funds for the quarter ending June 2024 prepared by the finance department. The report includes budget and quarterly amounts for 2024.

Analysis:

This is summarized information and reflects transactions that have occurred to date through the quarter. Many of the General Fund revenues are received in lump payments at various times during the years and many expenses are seasonal.

Recommendation:

Approve a motion to acknowledge the financial reports for the quarter ended June 2024.

Attachments:

1. Quarterly Financials 2024 - Q2

City of Robbinsdale
General Fund
For Period Ending June 30, 2024

	2nd Quarter 2024	Year to Date Actual	Annual Budget	Under (Over) Budget	Percent Received / Expended
Revenues/Other Cash Inflow					
Taxes	\$ 3,700,000	\$ 3,700,000	\$ 8,728,400	\$ 5,028,400	42.4%
Business Licenses	1,475	94,619	176,695	82,076	53.5%
Non-Business Licenses & Permits	119,128	210,465	395,018	184,553	53.3%
Intergovernmental	10,426	115,878	2,984,994	2,869,116	3.9%
General Government Fees	59,673	165,273	398,079	232,806	41.5%
Public Safety Fees	4,674	9,486	51,064	41,578	18.6%
Recreation Fees	30,108	69,031	98,242	29,211	70.3%
Fines & Forfeitures	47,001	97,444	186,443	88,999	52.3%
Franchise Fees	125,538	125,538	528,887	403,349	23.7%
Interest and dividends			152,000	152,000	
Miscellaneous Revenue	10,478	11,973	12,800	827	93.5%
Contributions From Other Funds			625,000	625,000	
Fund Balance Reserves					
Total Revenues/Other Cash Inflows	\$ 4,108,501	\$ 4,599,707	\$ 14,337,622	\$ 9,737,915	32.1%

Expenses/Other Cash Outflow					
City Council	\$ 35,853	\$ 63,521	\$ 147,250	\$ 83,729	43.1%
Legal Services	17,644	23,702	113,897	90,195	20.8%
Administrative Services	152,398	239,134	606,957	367,823	39.4%
Assessing	76,547	81,073	158,794	77,721	51.1%
Financial Services	96,971	164,602	375,757	211,155	43.8%
Community Development	185,077	288,764	688,439	399,675	41.9%
Police Services	1,526,106	2,890,060	6,957,150	4,067,090	41.5%
Fire Services	271,178	471,734	1,127,975	656,241	41.8%
Recreation & Parks	167,680	304,483	767,606	463,123	39.7%
Engineering Services	187,804	361,198	902,708	541,510	40.0%
Public Works	646,544	1,107,194	2,731,874	1,624,680	40.5%
Transfer to Other Funds					
Total Expenses/Other Cash Outflow	\$ 3,363,802	\$ 5,995,465	\$ 14,578,407	\$ 8,582,942	41.1%

City of Robbinsdale
Water Utility Fund
For Period Ending June 30, 2024

	2nd Quarter 2024	Year to Date Actual	Annual Budget	Under (Over) Budget	Percent Received / Expended
Water Utility Operations					
Revenues/Other Cash Inflow					
Water Charges	\$ 1,383,540	\$ 2,077,329	\$ 4,422,265	\$ 2,344,936	47.0%
Intergovernmental - Grant	311,799	334,799	6,000,000	5,665,201	5.6%
Interest Income	723	4,216	110,000	105,784	3.8%
Bond Proceeds			2,150,000	2,150,000	
Other Revenue	-	896	30,250	29,354	3.0%
Total Revenues/Other Cash Inflows	\$ 1,696,062	\$ 2,417,240	\$ 12,712,515	\$ 10,295,275	19.0%
Expenses/Other Cash Outflow					
Personal Service	\$ 143,727	\$ 286,524	\$ 533,283	\$ 246,759	53.7%
Supplies	108,033	208,971	520,342	311,371	40.2%
Other Services & Charges	330,550	560,813	791,298	230,485	70.9%
Depreciation	300,000	600,000	1,200,000	600,000	50.0%
Capital Improvements	323,262	423,100	8,522,740	8,099,640	5.0%
Bond Principal		365,000	2,461,000	2,096,000	14.8%
Bond Interest		254,514	594,106	339,592	42.8%
Fiscal Agent Fees	37	37	592	555	6.3%
Debt Issuance Cost					
Operating Transfers Out			65,000	65,000	
Total Expenses/Other Cash Outflow	\$ 1,205,609	\$ 2,698,959	\$ 14,688,361	\$ 11,989,402	18.4%
Year-to-date Revenue less Expenses					
		<u><u>\$ (281,719)</u></u>			

City of Robbinsdale
Sanitary Sewer Fund
For Period Ending June 30, 2024

	<u>2nd Quarter</u> <u>2024</u>	<u>Year to Date</u> <u>Actual</u>	<u>Annual Budget</u>	<u>Under (Over)</u> <u>Budget</u>	<u>Percent</u> <u>Received /</u> <u>Expended</u>
Sanitary Sewer Operations					
<u>Revenues/Other Cash Inflow</u>					
Sanitary Sewer Charges	\$ 989,178	\$ 1,591,046	\$ 3,244,297	\$ 1,653,251	49.0%
Interest Income	256	1,488	33,000	31,512	4.5%
Bond Proceeds			543,000	543,000	
Other Revenue			5,000	5,000	
Total Revenues/Other Cash Inflows	<u>\$ 989,434</u>	<u>\$ 1,592,534</u>	<u>\$ 3,825,297</u>	<u>\$ 2,232,763</u>	<u>41.6%</u>
<u>Expenses/Other Cash Outflow</u>					
Personal Service	\$ 47,226	\$ 67,373	\$ 221,189	\$ 153,816	30.5%
Supplies	2,791	5,317	47,835	42,518	11.1%
Other Charges & Services	399,907	778,825	1,648,808	869,983	47.2%
Depreciation	64,375	128,750	257,500	128,750	50.0%
Capital Improvements	11,832	41,776	783,990	742,214	5.3%
Bond Principal Pymts		415,000	390,000	(25,000)	106.4%
Bond Interest		22,213	56,336	34,123	39.4%
Fiscal Agent Fees	41	41	649	608	6.3%
Debt Issuance Cost			8,240		
Operating Transfers Out			16,000	16,000	
Total Expenses/Other Cash Outflow	<u>\$ 526,172</u>	<u>\$ 1,459,295</u>	<u>\$ 3,430,547</u>	<u>\$ 1,963,012</u>	<u>42.5%</u>
		<u>Increase (Decrease)</u>			
Year-to-date Revenue less Expenses		<u>\$ 133,239</u>			

City of Robbinsdale
Storm Sewer Fund
For Period Ending June 30, 2024

	2nd Quarter 2024	Year to Date Actual	Annual Budget	Under (Over) Budget	Percent Received / Expended
Storm Sewer Operations					
Revenues/Other Cash Inflow					
Storm Sewer Charges	\$ 677,789	\$ 1,061,106	\$ 2,030,393	\$ 969,287	52.3%
Interest Income	191	1,116	8,000	6,884	14.0%
Bond Proceeds			1,195,000	1,195,000	
Other Revenue		3,932			
Total Revenues/Other Cash Inflows	\$ 677,980	\$ 1,066,154	\$ 3,233,393	\$ 2,171,171	33.0%
Expenses/Other Cash Outflow					
Personal Service	\$ 35,894	\$ 61,189	\$ 198,822	\$ 137,633	30.8%
Supplies	48,332	48,350	144,885	96,535	33.4%
Other Charges & Services	116,621	231,503	574,705	343,202	40.3%
Depreciation	100,000	200,000	400,000	200,000	50.0%
Capital Improvements	9,311	11,152	1,533,270	1,522,118	0.7%
Bond Principal Pymts		415,000	415,000		100.0%
Bond Interest		44,044	105,303	61,259	41.8%
Fiscal Agent Fees	67	67	400	333	16.8%
Debt Issuance Cost					
Operating Transfers out			25,000	25,000	
Total Expenses/Other Cash Outflow	\$ 310,225	\$ 1,011,305	\$ 3,397,385	\$ 2,386,080	29.8%
Increase (Decrease)					
Year-to-date Revenue less Expenses		\$ 54,849			

City of Robbinsdale
Solid Waste Fund
For Period Ending June 30, 2024

	<u>2nd Quarter</u> <u>2024</u>	<u>Year to Date</u> <u>Actual</u>	<u>Annual Budget</u>	<u>Under (Over)</u> <u>Budget</u>	<u>Percent</u> <u>Received /</u> <u>Expended</u>
Solid Waste Operations					
<u>Revenues/Other Cash Inflow</u>					
Solid Waste Charges	\$ 834,695	\$ 1,244,587	\$ 2,293,556	\$ 1,048,969	54.3%
County Grant Revenue			68,000	68,000	
Interest Income			10,000	10,000	
Other Revenue	900	1,450	28,790	27,340	5.0%
Total Revenues/Other Cash Inflows	<u>\$ 835,595</u>	<u>\$ 1,246,037</u>	<u>\$ 2,400,346</u>	<u>\$ 1,154,309</u>	<u>51.9%</u>
<u>Expenses/Other Cash Outflow</u>					
Personal Service	\$	\$	\$	\$	
Supplies					
Other Charges & Services	364,127	736,568	2,021,541	1,284,973	36.4%
Transfer to Other Funds			200,000	200,000	
Total Expenses/Other Cash Outflow	<u>\$ 364,127</u>	<u>\$ 736,568</u>	<u>\$ 2,221,541</u>	<u>\$ 1,484,973</u>	<u>33.2%</u>
		<u>Increase (Decrease)</u>			
Year-to-date Revenue less Expenses		<u>\$ 509,469</u>			



TO: Mayor and City Council
PREPARED BY: Diaa Tahoun, Finance Director
APPROVED BY: Tim Sandvik, City Manager
DATE: September 3, 2024
RE: Scheduling Public Hearing on October 1, 2024, to Certify the Assessment Roll for Unpaid Administrative Penalties

Background:

Throughout the year, City staff has issued administrative citations to properties that were found to be in violation of Administrative Penalties, Chapter 1, Section 117 of the Robbinsdale City Code. Certain amounts have been billed to the owners or occupants pursuant to Section 117. If an amount is not paid within thirty (30) days after the billing statement is sent, the Code provides that it will constitute a lien on the real property where the violation occurred. The lien may be assessed against the property and collected in the same manner as taxes.

Analysis:

The owners or occupants of the properties on the proposed assessment roll have not paid the administrative penalties, and will therefore be assessed in accordance with Minnesota Statutes. The final step in the assessment procedure is to hold a public hearing to certify the assessment. It is recommended that the terms for this assessment be 8% interest on the unpaid balance over one year, as well as a one-time \$2.50 surcharge from Hennepin County. At the time of the hearing, a \$75.00 administrative fee will be added to all delinquent amounts on the assessment roll.

Recommendation:

By motion,

- Set a Public Hearing to certify the assessment roll for unpaid administrative penalties for Tuesday, October 1, 2024 at 7 p.m. at Robbinsdale City Hall.
- Authorize the City Clerk to publish the public hearing notice in the official paper of the City and send notices to the affected property owners.

Attachments:

None



TO: Mayor and City Council
PREPARED BY: Diaa Tahoun, Finance Director
APPROVED BY: Tim Sandvik, City Manager
DATE: September 3, 2024
RE: Scheduling Public Hearing on October 1, 2024, to Certify the Assessment Roll for Delinquent Utilities

Background:

Annually, utility accounts that are more than 30 days past due, as of the public hearing, are classified as delinquent.

Analysis:

Those utility accounts classified as delinquent are assessed annually against the subject property. The final step in the assessment process is to hold a public hearing to certify the assessment. Assessment period is one year at 8% interest on the unpaid balance plus a one-time \$2.50 surcharge from Hennepin County. At the time of the hearing, a \$75.00 administrative fee will be added to all properties on the assessment roll.

Recommendation:

By motion,

- Set a Public Hearing to certify the assessment roll for delinquent utilities for Tuesday, October 1, 2024, at 7 p.m. at Robbinsdale City Hall.
- Authorize the City Clerk to publish the public hearing notice in the official paper of the City and send notices to the affected property owners.

Attachments:

None



TO: Mayor and City Council
PREPARED BY: Diaa Tahoun, Finance Director
APPROVED BY: Tim Sandvik, City Manager
DATE: September 3, 2024
RE: Scheduling Public Hearing on October 1, 2024, to Certify the Assessment Roll for Emergency Water, Sewer, and Sump Pump Repairs

Background:

The City has established a program where a property owner with a failed sanitary sewer system or water service may request financial assistance to have it repaired. Additionally, the program has been expanded to include City required sump pump fixes under the Sump Pump Inspection Program.

Analysis:

Under these programs, the property owner files a petition with the City and then hires a contractor to make the repairs. The contractor bills the City for the repairs and the City then assesses the costs back to the property owners over a five (5) to ten (10) year period. It is recommended that the terms for this assessment be 8% interest on the unpaid balance over ten (10) years, as well as a one-time \$2.75 surcharge from Hennepin County. An administrative fee of \$75.00 will not be added to cover the cost of certifying assessments to the County since the property owners petitioned for the improvements.

Recommendation:

By motion,

- Set a Public Hearing to certify the assessment roll for emergency water and sewer repairs, and required sump pump repairs for Tuesday, October 1, 2024, at 7 p.m. at Robbinsdale City Hall.
- Authorize the City Clerk to publish the public hearing notice in the official paper of the City and send notices to the affected property owners.

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: September 3, 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 9/3/2024.

Attachments:

1. Licenses

Contractor Licenses for Council Approval

<u>Name</u>	<u>Licensee Type</u>	<u>Fee Amount</u>
GARIN PLUMBING	Plumbing Contractor	\$50.00
GREG HOFFMAN PLUMBING LLC	Plumbing Contractor	\$50.00
RADWAN CONSTRUCTION	Commercial Contractor	\$50.00
TOPLINE ADVERTISING INC.	Sign Contractor	\$50.00
WALTER MECHANICAL INC	Mechanical Contractor	\$50.00

Number of Licenses Requesting Council Approval:

5

BUSINESS LICENSES FOR COUNCIL APPROVAL

08/22/2024

License Type	Applicant	License Fee
Solid Waste Haulers	SUBURBAN WASTE SERVICES	50.00
Tree/Lawn Fertilizer	ARBORTECH STUMP & TREE REMOVAL	50.00

BUSINESS LICENSES FOR COUNCIL APPROVAL

09/03/2024

License Type	Applicant	License Fee
Transient Merchant - Solicitations	Bradley Hildebrandt	150.00

TO: Mayor and City Council
PREPARED BY: Sherry O'Donnell, Admin Support/Deputy City Clerk
APPROVED BY: Tim Sandvik, City Manager
DATE: September 3, 2024
RE: UNCF Walk for Education

Background:

Laverne McCartney Knighton and Chaz Sandifer submitted an application to host a 5k walk to raise funds for UNCF (United Negro College Fund) on Saturday, September 21, 2024, 9:00 a.m. Lakeview Terrace Park would be the beginning and the end of the route. The proposed route is described in this memo. Anticipated attendance is 200 people. Note that this is the last day of the Farmer's Market.

Analysis:

From the application:

5K route

The 5k will start near the southeast parking lot of Lakeview Terrace Park, near the playground and walking path. Participants will follow the walking path on the west and north side of Crystal Lake, until the path ends at Shoreline Drive. The race will continue through the cross walk across shoreline and will stay on the sidewalk. The route will go left on 40th Ave N, staying on the sidewalk, until reaching the Victory Memorial Drive walking path. The route will go right near York Ave and continue on the Victory Memorial walking path. Participants will stay on this until 34th where they will turn right and cross York Ave N on to the sidewalk, towards Lakeland Dr Ave N. The route will stay on Lakeland Dr Ave N until reaching 35th Ave.

Participants will go through the cross walk and take a left on to the walking path/sidewalk that enters into Lakeview Terrace Park. The route will stay on this path and follow it to the Lakeview Terrace Park pavilion, where the race ends.

Will utilize volunteers and private security company as last year at the cross walk, the walking path and Shoreline Drive, at 40th Ave and York before getting on Victory Memorial walking path, at 34th and York, at Lakeland Dr Ave N and 35th Ave N, and at the entrance of the Lakeview Terrace Park southeast parking lot.

The Police Chief and Public Works Director/City Engineer have reviewed the application and proposed route. Per the Police Chief, as in 2022 and 2023, the City will not have the staffing nor police vehicles to handle this event.

The Public Works Director/City Engineer approved the application subject to the group having proper route management as they did in 2023. They should also clean up all areas at the conclusion of the event.

There will be no alcohol present. Food and entertainment provided as usual at the weekly Farmer's Market. Banners and signs require a permit. The City Council can consider the park

rental fee be waived, since the group is non-profit.

Recommendation:

Consider the application for a 5k walk that was submitted by Laverne McCartney Knighton and Chaz Sandifer to be held on Saturday, September 21, 2024, 7:30 am to noon, beginning and ending at Lakeview Terrace Park with conditions noted by staff, in addition to waiving the park rental fee.

Attachments:

None

TO: Mayor and City Council
PREPARED BY: Sherry O'Donnell, Admin Support/Deputy City Clerk
APPROVED BY: Tim Sandvik, City Manager
DATE: September 3, 2024
RE: Faith Chapel Event

Background:

Faith Chapel Evangelistic Ministries, 3900 Hubbard Avenue North, submitted a block party/event application for a church dedication and anniversary event. The event is scheduled for Saturday, September 28, 2024, from 8:00 a.m. until 8:00 p.m. There is no admission fee. They are expecting 250-300 people. They are requesting to close 39th Avenue between Hubbard and West Broadway.

The Public Works Director/City Engineer has concerns about the street closure. Access to the apartments behind the former “Bark and Bathe” is a one-way road from essentially the middle of the block on 39th. The event planners would have to notify those residents at a minimum. Sgt. Woodhall agrees and suggests signage should be required. If we do allow closure, barricades would be needed at both ends of the closure. They are both State Aid streets. This closure would create a very long block (37 to 39th) for residents of Hubbard Avenue to go east to get out of the area.

The Police Chief approves as long as emergency access is available, as well as noise ordinance and state statute guidelines observed throughout the event.

Gospel music will be played and set up in the church parking lot.

Food licenses are not required for churches.

Analysis:

Recommendation:

Consider approval of the event for Faith Chapel Evangelistic Ministries, 3900 Hubbard Avenue North, on Saturday, September 28, 2024, from 8:00 a.m. until 8:00 p.m. Direct staff accordingly regarding closure of 39th Avenue.

Attachments:

None

TO: Mayor and City Council
PREPARED BY: Tim Sandvik, City Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: September 3, 2024
RE: LMC Legislators of Distinction - Senator Rest, Representative Freiberg

Background:

Effective July 29, 2024, The League of Minnesota Cities (LMC) offered the following statement:

"The League of Minnesota Cities has selected 16 members of the Minnesota House of Representatives and nine members of the Senate as Legislators of Distinction for 2024. The honor recognizes legislators for specific actions that aided efforts of Minnesota cities during this year's legislative session.

Legislators of Distinction are annually approved by the League's Board of Directors to recognize that in order to successfully serve commonly shared constituents, state and city officials must work together to meet the unique needs of rural, suburban, and urban residents all across Minnesota."

Analysis:

To be eligible for Legislator of Distinction honors, legislators must meet one or more of the following criteria:

- The legislator is generally and reasonably accessible to League representatives.
- The legislator seeks input on issues of importance to cities.
- The legislator listens to League concerns and is receptive to the League providing information on issues.
- The legislator sponsors and/or supports League initiatives.
- The legislator speaks out on behalf of the interest of cities.
- The legislator demonstrates the importance of partnership between the state and cities.

In August, Mayor Blonigan received notice that Senator Rest and Representative Freiberg, both of whom serve Robbinsdale, were two of the Legislators to receive this distinction. Those letters are attached to this item.

The City Council and City staff continue to appreciate the advocacy of our legislators on a variety of items (including Legislative Priorities identified by the City Council), and we wish to offer our thanks.

Recommendation:

NA

Attachments:

1. Letter to Mayor - Rep Freiberg
2. Letter to Mayor Sen Rest



July 24, 2024

Mayor William Blonigan
4100 Lakeview Ave N
Robbinsdale, MN 55422-2280

Representative Mike Freiberg, who represents your city at the state legislature, has been selected as a League of Minnesota Cities Legislator of Distinction for 2024. The League's Board of Directors recognized a total of 25 legislators this year, including 16 House members and 9 Senate members, for their actions and leadership on a wide variety of legislative issues of importance to cities across our state. **The enclosed letter describes the specific reasons your legislator was chosen for this recognition.** A copy of this letter, and printed certificate, has been sent to your legislator as well.

Please share this recognition with your city council and the public at your next council meeting. We also encourage you to share this information with your local newspaper. Publicly acknowledging legislators for their support of city-friendly legislation helps to continue strengthening the partnership between state and local government officials in Minnesota.

If you have any questions, please feel free to contact Ted Bengtson, IGR Coordinator at the League of Minnesota Cities at tbengtson@lmc.org, (651) 281-1242. To read the complete list of all 25 legislators who received this designation, see the *Cities Bulletin* article online at www.lmc.org/lod.

Thank you, in advance, for your consideration and your support of the League's Legislators of Distinction recognition program.

Enclosure



July 24, 2024

Mayor William Blonigan
4100 Lakeview Ave N
Robbinsdale, MN 55422-2280

Senator Ann Rest, who represents your city at the state legislature, has been selected as a League of Minnesota Cities Legislator of Distinction for 2024. The League's Board of Directors recognized a total of 25 legislators this year, including 16 House members and 9 Senate members, for their actions and leadership on a wide variety of legislative issues of importance to cities across our state. **The enclosed letter describes the specific reasons your legislator was chosen for this recognition.** A copy of this letter, and printed certificate, has been sent to your legislator as well.

Please share this recognition with your city council and the public at your next council meeting. We also encourage you to share this information with your local newspaper. Publicly acknowledging legislators for their support of city-friendly legislation helps to continue strengthening the partnership between state and local government officials in Minnesota.

If you have any questions, please feel free to contact Ted Bengtson, IGR Coordinator at the League of Minnesota Cities at tbengtson@lmc.org, (651) 281-1242. To read the complete list of all 25 legislators who received this designation, see the *Cities Bulletin* article online at www.lmc.org/lod.

Thank you, in advance, for your consideration and your support of the League's Legislators of Distinction recognition program.

Enclosure

TO: Mayor and City Council
PREPARED BY: Tim Sandvik, City Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: September 3, 2024
RE: Public Hearing to receive feedback on the Blue Line Light Rail Extension

Background:

Council and staff have been discussing Municipal Consent related to the Blue Line Light Rail Extension for the past several months. At the July 9, 2024, City Council Work Session, staff presented what they understood to be concerns and/or areas of requested clarification to consider Municipal Consent. At the August 14, 2024, City Council Work Session, Council and staff continued the conversation in preparation for the August 21, 2024 Open House. Note, the City Council solicited feedback via a survey, in tandem with the Open House - that feedback can be found via: <https://www.robbinsdalemn.com/about/blue-line-extension-lrt-robbinsdale>

Staff would also note that there is additional feedback from ELIM Lutheran Church and the Joint Water Commission Attached to this item for Council Consideration.

Analysis:

As has long been planned, the City Council will receive public feedback during this public hearing, as they consider Municipal Consent. As a reminder, Municipal Consent includes three options:

- Take no action, which results in a “Yes”
- Vote “Yes”
- Vote “No” – If Council votes no, they are required to identify specific concerns, which must be considered by the project office

Staff will work with City Council at the September 10, 2024, Work Session to identify what direction the Council will consider.

Note, the following was provided in the SunPost: *CITY OF ROBBINSDALE, OFFICIAL PUBLICATION, NOTICE OF PUBLIC HEARING SEPTEMBER 3, 2024. Robbinsdale City Council will host a Public Hearing as set out in Minnesota Statutes Sec. 473.3994 to Consider Municipal Consent for the Metro Blue Line Extension on September 3, 2024, at 7pm. Published in the Sun Post August 22, 29, 2024*

Recommendation:

No Action is required as a part of this public hearing.

Attachments:

1. 2024 08 21 Letter (f)
2. Joint Water Commission - City of Robbinsdale Letter of Support



1025 Grain Exchange South
400 South Fourth Street
Minneapolis, MN 55415
Direct 612-746-1043
tim.prindiville@prindivillelaw.com

August 21, 2024

Attn: Nkongo Cigolo
Public Involvement Manager
Blue Line Extension Project Office
Park Place West Building, Suite 600
6465 Wayzata Boulevard
St. Louis Park, MN 55426
Email: nkongo.cigolo@metrotransit.org

VIA U.S. MAIL AND EMAIL

Re: METRO Blue Line Extension through Robbinsdale, MN (the "Blue Line Extension")

Dear Mr. Cigolo,

This firm has been retained by Elim Lutheran Church of Robbinsdale (the "Church"), the owner and occupant of 3978 West Broadway Ave., Robbinsdale, MN (the "Church Parcel") in connection with the Blue Line Extension and forthcoming condemnation proceeding. As you have been made aware, the Church Parcel is located at the intersection of Bottineau Blvd. and 40th Avenue North, directly adjacent to the Blue Line Extension.

For the past 100 years, the Church has been an active member of the local Robbinsdale community. During the past three years, the Church has been working to plan its second century serving its parishioners in the City of Robbinsdale and surrounding areas. In that regard, the Church recently entered a purchase agreement, which will allow the Church to both (a) sell and develop a portion of the Church Parcel, and (b) use the sale proceeds to renovate that portion of the Church Parcel retained by the Church (collectively, the "Church Project").

It is my understanding that both the City of Robbinsdale and the Blue Line Extension Project have been aware of the Church Project, which directly benefits the City because the resulting development will create 177 market-rate apartment homes, and in turn, generate significant tax revenue for years to come. The Church intends to use proceeds from the partial sale to reinvest in the Church's future so that it may serve the local community for years to come. More importantly, the Church Project is *essential* to the Church's future. Without the Church Project, the Church's future existence will be jeopardized.

It has come to the Church's attention that the most recent design of the Blue Line Extension would place the currently proposed Downtown Robbinsdale Station directly in front of the Church Parcel, which in turn, will require the condemnation of a

disproportionately large portion of the abutting Church Parcel. Moreover, and based on an analysis conducted by the Church's engineer, architect, and developer/buyer, the currently proposed design and associated exercise of eminent domain will render the Church Project unfeasible, and will all but ensure the end of the Church's future.

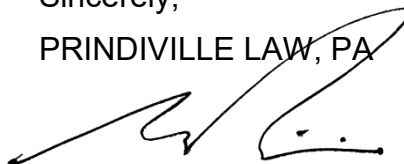
Consequently, the Church would be entitled to damages measured by the difference between the market value of the Church Parcel immediately before and after the taking. *State v. Pahl*, 95 N.W.2d 85, 90 (1959). Additionally, "where part of the owner's land is taken, resulting inconvenience affecting the use and enjoyment of the remainder is proper for consideration as affecting the market value of the land after the taking." *State v. Strom*, 493 N.W.2d 554, 560 (Minn. 1992), *quoting Underwood v. Township of Empire*, 14 N.W.2d 459, 462 (Minn. 1944). Here, the purchase agreement provides for a purchase price of \$3,540,000.00. The Church will therefore also seek damages arising from the lost opportunity for the Church Project, which would no longer be able to proceed. Regardless of the effect on the Church Project, the Church objects to the Proposed Design and the resulting the taking because it would require that the Church's gymnasium be razed.

The Church believes that the Church Project is mutually beneficial to the immediate neighborhood, the City, the future ridership of the Blue Line Extension, and the Church's congregation. Likewise, and on the basis of a conference with members of the Blue Line Extension staff, the Church also understands that it is possible for the Blue Line Extension and the Church's developer to collaborate on a modified design to allow both the Blue Line Extension and the Church Project to proceed. In this regard, we look forward to continued dialogue and remain hopeful that a compromise, acceptable to all stakeholders, can be found. The foregoing notwithstanding, nothing contained in this correspondence shall operate as a waiver of the Church's rights and remedies under all applicable law.

Thank you.

Sincerely,

PRINDIVILLE LAW, PA

A handwritten signature in black ink, appearing to read 'Timothy J. Prindiville', with a stylized flourish at the end.

Timothy J. Prindiville

cc: Bill Blonigan, Mayor (wablonigan@ci.robbednsdale.mn.us)
Tim Sandvik, City Clerk (tsandvik@ci.robbednsdale.mn.us)
Heather Rand, Community Development Director (hrand@ci.robbednsdale.mn.us)
Regan Murphy, City Council, Ward 1 (rmurphy@robbednsdalemn.gov)
Mia Parisian, City Council, Ward 3 (mparisian@robbednsdalemn.gov)
Aaron Wagner, City Council, Ward 4 (awagner@robbednsdalemn.gov)
Catherine Gold, Project Manager (Catherine.Gold@hennepin.us)
Nick Landwer, Director, Design & Engineering (Nick.Landwer@metrotransit.org)
Jeffrey Lunde, Hennepin County Commissioner (Jeffrey.Lunde@hennepin.us)



Golden Valley • Crystal • New Hope

August 16, 2024

Richard McCoy, Public Works Director / City Engineer
City of Robbinsdale
4100 Lakeview Avenue North
Robbinsdale, MN 55422

Dear Mr. McCoy,

The Joint Water Commission (JWC) is supportive of the recommendation from the City of Robbinsdale to have a grade separated crossing at the intersection of the proposed Blue Line Light Rail and 42nd Street.

The JWC has a 36-inch watermain that supplies water from Minneapolis to a reservoir in Crystal. This watermain is a critical component to the JWC's water distribution system and extra precautions should be taken to ensure its protection from cathodic corrosion, vibration, and accessibility.

As the project proceeds, the JWC looks forward to participating in the design process to ensure our infrastructure is protected.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Noah Schuchman', is placed above the printed name.

Noah Schuchman
Chair
Joint Water Commission

TO: Mayor and City Council
PREPARED BY: Tim Sandvik, City Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: September 3, 2024
RE: Consider Consumption and Display Permit for 4130 Lakeland

Background:

At the August 20, 2024, City Council meeting, Council considered a Consumption and Display (CD) Permit for 4130 Lakeland. That Council Item is attached.

Analysis:

Following discussion, the City Council tabled the item, while directing staff to prepare a resolution (in consultation with the City Attorney) denying the application with findings of fact. At the same time, Council directed staff to work with the applicant to address concerns with the permit, including lack of liability insurance, and any other assurances the applicant can provide to limit those concerns.

Recommendation:

Staff recommends Council deny the permit application, by resolution, as described in the findings attached.

Attachments:

1. Robbinsdale City Council 8.20.24 Item 11B
2. Attachment A
3. Attachment B
4. DOCSOPEN-#972677-v1-StandPoint_Resolution_-_Consumption__Display_permit (003)

TO: Mayor and City Council
PREPARED BY: Tim Sandvik, City Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: August 20, 2024
RE: Consider Consumption and Display Permit for 4124-4130 Lakeland

Background:

Standpoint Event Center, at 4124-4130 Lakeland Ave has applied for a Consumption and Display (CD) Permit with the City.

Analysis:

Under MN State Statute 340A.414 parameters are set for a CD permit, including requirements, authorization, eligibility, Local consent requirement, inspections, and additional details. Robbinsdale City Code Section 1225 Outlines considerations for a CD permit, but largely refers to statute. Both are attached for reference.

Hannah Martu Lahai, owner/operator of Standpoint Event Center has been in conversation with the City for several weeks to best identify a path forward to allow for alcohol service as a part of their offerings. Traditionally, liquor licenses are issued to brick and mortar establishments with ties to food, breweries, or single events (either through established non-profits, OR licensed caterers). In this circumstance, the event center does not have a full food service, and caterer's providing food service do not carry the proper license to serve alcohol.

The CD permit is a provision in statute that allows for guests of an event to essentially "bring your own beverages," and while the establishment is not allowed to serve, they remain responsible for the event.

In reviewing statute, the City Manager and City Attorney did not believe that the event center qualified for the permit. Specifically, under MN Stat 340A.414, Sub 2, eligibility includes restaurants, hotels, establishments licensed for the sale of 3.2 percent malt liquor, resorts (as defined by statute), clubs (as defined by statute), and bed and breakfasts - we do not believe the event center falls under any of those establishments. Further, in working with the League of MN Cities to better understand how other cities navigate this kind of request, they provided guidance similar to our interpretation. However, in working with the MN Department of Public Safety (DPS) Alcohol and Gambling Enforcement (AGE) division, they interpret statute differently. Michael T. McManus, Program Administrator for Regulatory Investigations, Alcohol Enforcement, provided direct feedback from their office (including their attorney). Based on past precedent, when an establishment in a circumstance was denied the permit by AGE, they faced a legal challenge. Ultimately, as certain businesses are not explicitly listed as *not eligible*, the state would approve the permit at their level, as AGE allows for eligibility even if only the first item under that list is met. "An applicant who has not, within five years prior to the application, been convicted of a felony or of violating any provision of this chapter or rule adopted under this chapter."

The City Council has the right to approve or deny this permit application, but staff would note that a legal challenge would be likely if denied. Longer term, City staff would advocate that language updates be a part of 2025 legislative priorities, and would be happy to work with AGE to suggest improvements.

Recommendation:

Consider a Consumption and Display Permit for 4124-4130 Lakeland Ave.

Attachments:

1. Robbinsdale City Code - Section 1225
2. MN Stat 340A.414

Section 1225 - Consumption and Display: Intoxicating Liquor

1225.01. Statutes adopted by reference.

Minnesota Statutes, section 340A.414, regulating the licensing of establishments for the consumption and display of intoxicating liquor, are adopted by reference.

1225.03. Permit issuance.

The issuance of a permit by the city under this section and pursuant to Minnesota Statutes, section 340A.414, permitting the consumption and display of intoxicating liquor, is subject to all of the provisions (not inconsistent with the purpose of section 340A.414) relating to intoxicating liquor licenses issued under this chapter.

1225.05. Fee: term.

The additional fee for a permit issued pursuant to this section is set by Appendix B. The permit expires as determined by council.

340A.414 CONSUMPTION AND DISPLAY PERMITS.

Subdivision 1. **Permit required.** No business establishment or club which does not hold an on-sale intoxicating liquor license may directly or indirectly allow the consumption and display of alcoholic beverages or knowingly serve any liquid for the purpose of mixing with intoxicating liquor without first having obtained a permit from the commissioner. Rental of a public facility does not make a subdivision or the facility a "business establishment" for the purposes of this chapter.

Subd. 1a. **Additional authorization.** A holder of a consumption and display permit under this section who wishes to allow the consumption and display of intoxicating liquor between the hours of 1:00 a.m. and 2:00 a.m. must obtain authorization to do so from the commissioner. The authorization may be provided in a document issued to the permit holder by the commissioner, or by a notation on the permit holder's permit. Authorizations are valid for one year from the date of issuance. The annual fee for obtaining authorization is \$200. The commissioner shall deposit all fees received under this subdivision in the alcohol enforcement account in the special revenue fund. A person who holds a consumption and display permit and who also holds a license to sell alcoholic beverages at on-sale at the same location is not required to obtain an authorization under this subdivision.

Subd. 2. **Eligibility for permit.** (a) The commissioner may issue a permit under this section only to:

(1) an applicant who has not, within five years prior to the application, been convicted of a felony or of violating any provision of this chapter or rule adopted under this chapter;

(2) a restaurant;

(3) a hotel;

(4) an establishment licensed for the sale of 3.2 percent malt liquor;

(5) a resort as defined in section 157.15;

(6) a club as defined in section 340A.101, subdivision 7, or an unincorporated club otherwise meeting that definition; and

(7) a bed and breakfast facility as defined in section 340A.4011, subdivision 1.

(b) The commissioner may not issue a permit to a club holding an on-sale intoxicating liquor license.

Subd. 3. **Only authorized to permit the consumption and display.** A permit issued under this section authorizes the establishment to permit the consumption and display of intoxicating liquor on the premises. The permit does not authorize the sale of intoxicating liquor.

Subd. 4. **Permit expiration.** All permits issued under this section expire on March 31 of each year.

Subd. 5. **Local consent required.** A permit issued under this section is not effective until approved by the governing body of the city or county where the establishment is located.

Subd. 6. **Permit fees.** The annual fee for issuance of a permit under this section is \$250. The governing body of a city or county where the establishment is located may impose an additional fee of not more than \$300.

Subd. 7. **Inspection.** An establishment holding a permit under this section is open for inspection by the commissioner and the commissioner's representative and by peace officers, who may enter and inspect

during reasonable hours. Intoxicating liquor sold, served, or displayed in violation of law may be seized and may be disposed of under section 297G.20.

Subd. 8. **Lockers.** A club issued a permit under this section may allow members to bring and keep a personal supply of intoxicating liquor in lockers on the club's premises. All bottles kept on the premises must have attached to it a label signed by the member. No person under 21 years of age may keep a supply of intoxicating liquor on club premises.

Subd. 9. **One-day city permits.** A city may issue a one-day permit for the consumption and display of intoxicating liquor under this section to a nonprofit organization in conjunction with a social activity in the city sponsored by the organization. The permit must be approved by the commissioner and is valid only for the day indicated on the permit. The fee for the permit may not exceed \$25. A city may not issue more than ten permits under this section in any one year.

History: 1985 c 305 art 6 s 14; 1Sp1985 c 16 art 2 s 3 subd 1; 1987 c 152 art 1 s 1; 1989 c 209 art 1 s 34; 1991 c 249 s 17,18,31; 1995 c 198 s 11; 1995 c 207 art 9 s 60; 1997 c 179 art 2 s 4; 1Sp2003 c 19 art 2 s 58,79; 2005 c 136 art 8 s 17; 2006 c 210 s 12; 2007 c 13 art 3 s 24; 2009 c 120 s 10

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 3rd day of September 2024.

RESOLUTION NO. _____

A RESOLUTION DENYING LOCAL CONSENT FOR A CONSUMPTION AND DISPLAY PERMIT FOR STANDPOINT EVENTS CENTER

WHEREAS, StandPoint Events Center (“StandPoint”), a Robbinsdale business located at 4130 Lakeland Avenue North (the “Property”), applied to the State of Minnesota Department of Public Safety (Alcohol and Gambling Enforcement Division (“AGED”)) for a Consumption and Display Permit (“Permit”) pursuant to Minnesota Statutes, Section 340A.414;

WHEREAS, Section 340A.414 states that the Commissioner of Public Safety may issue a consumption and display permit to: 1) an applicant who has not, within five years prior to the application, been convicted of a felony or of violating any provision of this chapter or rule adopted under this chapter; 2) a restaurant; 3) a hotel; 4) an establishment licensed for the sale of 3.2 percent malt liquor; 5) a resort; 6) a club as defined in section 340A.101, subd. 7, or an unincorporated club otherwise meeting that definition; and 7) a bed and breakfast facility.

WHEREAS, pursuant to Section 340A.414, subd. 5, a Permit is not effective until it is approved by the governing body of the city where the establishment is located;

WHEREAS, StandPoint does not qualify as one of the types of establishments listed in Section 340A.414 as eligible for a Permit;

WHEREAS, the City Attorney’s interpretation of Section 340A.414 is that it was intended to allow a Permit to be issued only to a restaurant, hotel, 3.2 percent malt liquor establishment, resort, club or bed and breakfast facility;

WHEREAS, this interpretation is consistent with the League of Minnesota Cities’ liquor licensing publication as well as information on the Minnesota Department of Public Safety’s website which states the following for Consumption and Display Permit Requirements: “Permits issued only to restaurants, hotels, establishments licensed for 3.2% malt liquor establishments, resorts, and clubs.”

WHEREAS, on August 23, 2024, the Robbinsdale Building Official and the Robbinsdale Fire Department (RFD) inspected the building on the Property, discovered walls had been removed, and documented occupancy concerns due to insufficient exits and lack of sprinklers;

WHEREAS, due to the concerns revealed by the inspection, the Building Official and RFD concluded prior occupancy designation was no longer valid effective immediately upon inspection on August 26, 2024, but a temporary contingent occupancy permit may be granted only if StandPoint satisfactorily completes certain items related to occupancy, exit, and fire safety concerns and agrees in writing to inspections of the Property at the City’s discretion;

WHEREAS, during the inspection on August 23, 2024, inspectors also documented that alcohol was being stored on ice for an event planned the next day even though StandPoint does not have a liquor license, and the City Council has not consented to the Consumption and Display Permit.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Robbinsdale, Minnesota, as follows:

1. The above Recitals are incorporated into the City's findings.
2. The Council denies local approval of the StandPoint Consumption and Display Permit for the following reasons:
 - a. StandPoint Event Center is not an eligible establishment under state statute to obtain a Permit.
 - b. The building on the Property is currently out of compliance with building and fire codes and is subject to several conditions before a temporary occupancy permit will be issued by the City.
 - c. There is credible evidence that StandPoint was preparing to violate liquor laws by serving and/or selling liquor without a license, which raises concerns about future compliance.

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

And the following voted against the same:

PASSED AND ADOPTED BY THE CITY COUNCIL THIS 3RD DAY OF SEPTEMBER 2024.

William A. Blonigan, Mayor

ATTEST:

Chase Peterson-Etem, City Clerk



TO: Mayor and City Council
PREPARED BY: Chase Peterson-Etem, City Clerk/Assistant to City Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: September 3, 2024
RE: Voucher Requests Pending Approval for Disbursement

Background:

The check register dated 9/3/24 reflects the voucher requests pending approval for disbursement.

The check register dated 8/21/24 through 9/3/24 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 9/3/2024.

Attachments:

None