

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: Murphy, Greenberg, Parisian, Wagner, Mayor Blonigan
3. MICROPHONE CHECK: Parisian, Wagner, Murphy, Mayor Blonigan
4. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE CITY COUNCIL ON MATTERS NOT ON THE AGENDA
5. APPROVAL OF THE OCTOBER 1, 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:

-
- A. Approve City Council Meeting minutes from July 16, 2024
 - B. Receive Park, Recreation, and Forestry Commission minutes from August 27, 2024
 - C. Approval of Licenses
 - D. Resolution appointing Election Judges for the 2024 General Election
 - E. Authorize Installation of an 8-foot-high Fence Around Police & Fire Vehicle Parking Lot at 4101 Hubbard
 - F. Joint Powers Agreement for the Establishment and Continued Operation of the Bassett Creek Watershed Management Commission
 - G. Robbinsdale Area Schools - School Resource Officer Contract
7. PRESENTATIONS
- A. Growth Through Opportunity - Empower Inclusion
 - B. Representative Omar
 - C. Dr. Teri Staloch - Robbinsdale Area Schools Superintendent
8. PUBLIC HEARINGS
- A. On-Sale Wine License w/ Sunday Sales for Taqueria El Parian
9. OLD BUSINESS
- A. Consider Municipal Consent for Blue Line Extension Light Rail
10. NEW BUSINESS
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, Murphy, Blonigan

Absent:

Staff: Tim Sandvik, City Manager; Chase Peterson-Etem, City Clerk; Kayla Kirtz, Sustainability Coordinator; Richard McCoy, Public Works Director/City Engineer; Noah Knapp, Mn GreenCorps Member

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

Lisa Crocket, 4204 Zenith Ave N., stated she is against the Light Rail extension and that she thinks it will bisect Minneapolis and Robbinsdale and wondered why we would do this in our community. She mentioned business owners and was concerned they would be displaced.

Nick Heid, 3931 Perry Ave. N., stated he is with Robbinsdale Climate Collection and wanted to provide the Council with their ideas towards increased sustainability efforts, including:

- Start a climate commission
- Expand Home Energy audit subsidy
- Upgrade the cities' fleet to electric vehicles
- Ban idling cars, including police cars
- Be more transparent regarding PFAS in water sources
- Increased enforcement on littering and trash in public areas

Mary Ambrose, 3860 Lakeland Ave. N., noted the trash throughout the city and is particularly concerned about the trash in the lakes, especially Crystal Lake, since it's already a high-risk lake. She asked how the city could encourage residents to pick up trash while they walk around and suggested we promote this in our newsletters and provide additional education around this.

Al Graham, 4303 Lakeland Ave. N., asked the council to vote no to the light rail extension and noted his opposition. He stated his concern was about crime and safety and wondered if there would be an increase in the police force. He also stated he worked in the automotive industry and stated he didn't know if electric vehicles would be a good option for the police fleet.

Lauren Ballard, 3928 Quail Ave. N., yielded her time to Nick Heid. He stated he wanted the Council to also consider adding additional staff to help with sustainability efforts.

APPROVAL OF THE JULY 16, 2024 MEETING AGENDA

Peterson-Etem noted the addition of the voucher disbursement report for Other Business Item 11A.

Member Murphy MOVED, seconded by Parisian to approve the July 16, 2024, meeting agenda. The vote was unanimous and the motion passed.

CONSENT AGENDA

Mayor Blonigan removed Items G and N for further consideration.

Member Murphy MOVED, seconded by Wagner to approve the Consent Agenda. The vote was unanimous and the motion passed.

- A. Receive Parks, Recreation, and Forestry Commission meeting minutes of April 4, 2024
- B. Approval of Credit Card Charges and Payment
- C. Deputy Registrar's Monthly Financial Statements
- D. Robbinsdale Wine & Spirits' Monthly Financial Statements
- E. Investment Report
- F. Approval of Licenses
- G. Donation of gift cards from New Hope Church

Mayor Blonigan noted he wanted to remove this item from the consent agenda to recognize the donation and thanked New Hope Church for their generosity.

Member Parisian MOVED, seconded by Wagner to Approve the Donation of Gift Cards From New Hope Church. The vote was unanimous and the motion passed.

- H. Annual Chamber of Commerce Meet and Greet
- I. Second reading of an Ordinance amendment to Section 510.11 Subd. 1 (f) of the Robbinsdale zoning ordinance increasing the minimum setback for detached garages with metal roofs to five feet
- J. Resolution appointing Election Judges for the 2024 State Primary Election
- K. The Gathering Community Church Event
- L. Public Safety Annual Open House
- M. Sacred Heart Church Fun Fest
- N. Police Department – Purchase of Police Vehicle

Mayor Blonigan noted that when the city purchases a vehicle, we should be titling them at the Robbinsdale Deputy Registrar, which we are doing. He also asked what the miles per gallon is for this vehicle. Sandvik stated between 15 and 20 but mentioned there may be a reduction in that as the vehicle will be fitted and have added weight. He also noted it may be idling, which could also reduce this. He noted this vehicle was factored into the Capital Improvement Plan last year and is before the Council tonight as it costs more than \$50,000, which is beyond the City Managers' purchasing authority.

Member Blonigan MOVED, seconded by Murphy to Approve the Purchase Of A Police Vehicle. The vote was unanimous and the motion passed.

O. Sipe's 100th Anniversary Event

P. Authorize updates to City of Robbinsdale - Employee Handbook

PRESENTATIONS

A. Minnesota GreenStep Cities Step 4 Award

Kirtz noted she is here to present this award to the Council and read a letter the city received from the Minnesota GreenStep Cities Co-Director.

Member Wagner thanked Kirtz and asked about the metrics on manholes and what the benefits would be to replacing those. Kirtz noted the quality and reliability of the infrastructure. Sandvik further explained that this metric relates to the improvement of Inflow and Infiltration (I&I) related to manholes.

Kirtz further noted that step four is awarded when you continue to report certain metrics, and step five is reached when you improve on those metrics. Mayor Blonigan asked if Robbinsdale would reach step five next year. Kirtz noted that it is likely.

Member Parisian thanked Kirtz for her work on this as well as the Energy Action Plan participants and other community members. She stated she was glad to see a push towards purchasing electric vehicles for our fleet.

B. Minnesota GreenCorps Presentation

Knapp provided an overview of what he worked on during his time with Robbinsdale throughout the past 10 months. He started by giving the Council background information on the sustainability efforts of the city thus far, and highlighted areas of focus, including the Energy Action Plan, Charging Smart, Education and Outreach, Training, General Highlights, and Looking Ahead.

Member Wagner thanked Knapp for his work and asked how the city would maintain relationships and engagement with business owners once he is gone. Knapp noted he would create a plan to continue those relationships, which could be through volunteer members of the Energy Action Plan or future Sustainability Committee. He also indicated our Sustainability Coordinator would help to maintain those relationships.

Member Parisian also thanked Knapp for all his work and stated she was part of the initial planning for the Energy Action Plan. She noted that it is exciting to see how Knapp has continued to increase the efforts and impact these programs provide.

Mayor Blonigan thanked Knapp and noted he also wonders how this work will continue once Knapp is no longer with the city. He noted the importance of Benchmarking energy use and stated working with businesses on this is a high priority.

Mayor Blonigan asked Kirtz to provide more information about an upcoming project. Kirtz noted the city issued a request for proposal for installation of solar panels on City Hall. She continued that the city is eligible to move forward with the grant process to help pay for the installation.

PUBLIC HEARINGS

A. Permit-Chickens-4040 Regent Avenue North

Sandvik provided a brief overview and noted the applicant is requesting approval for four chickens. He noted the proper requirements have been met and staff is recommending approval of the permit with the conditions listed.

Mayor Blonigan opened the public hearing.

Lisa Crocket, 4204 Zenith Ave N., stated her neighbor has chickens, and she is in favor of the applicant.

Al Graham, 4303 Lakeland Ave. N., stated he wants to make sure the chickens would be protected from wildlife.

Member Wagner MOVED, seconded by Murphy to close the public hearing. The vote was unanimous and the motion passed.

Member Wagner MOVED, seconded by Murphy to Approve Permit-Chickens-4040 Regent Avenue North. The vote was unanimous and the motion passed.

OLD BUSINESS

- A. Second reading of an Ordinance amending sections 120, 210, 815, and 2040 of the Robbinsdale City Code Relating to Lower Twin Lake

Sandvik noted there were a few sections of the ordinance that had been updated since the first reading, including enforcement and hours to operate a watercraft.

Member Wagner asked about the order of procedure and if the city needed to first hold a hearing to request a change in hours. Sandvik stated the DNR would host an open comment period first, and then the city would bring another ordinance back to Council for consideration of changing the hours.

Member Murphy MOVED, seconded by Parisian to Approve Second Reading of an Ordinance Amending Sections 120, 210, 815, And 2040 Of The Robbinsdale City Code Relating To Lower Twin Lake.

A roll call was taken.

Ayes: Parisian, Wagner, Murphy, Blonigan.

Nays: None.

The vote was unanimous and the motion passed.

NEW BUSINESS

- A. An Ordinance amending Section 310 of the Robbinsdale City Code related to the City Managers Purchasing Authority

Peterson-Etem provided an overview of the item and noted the Council previously approved a charter amendment to update the City Manager's purchasing authority to \$50,000. However, the change was not made in the City Code and this ordinance will serve as a housekeeping item related to that change.

Member Wagner questioned when the Charter Commission originally discussed updating this. Sandvik noted this was a recommendation from the Charter Commission and that it was first brought up in winter 2022 and a formal request was brought to the Council in the spring of 2023.

Member Wagner MOVED, seconded by Parisian to Approve an Ordinance Amending Section 310 Of The Robbinsdale City Code Related To The City Manager's Purchasing Authority. The vote was unanimous and the motion passed.

B. Council Salary Review Committee Recommendation

Peterson-Etem introduced the item and noted a Salary Review Committee is convened every even year to discuss the salaries of the Mayor and Council members. He stated the recommendation from the Salary Review Committee was for a one-time increase of 5% which would go into effect January 1, 2025.

Member Wagner thanked the Commission chairs for their time and wanted the public to know that there is community thought that goes into these recommendations, and it's important to provide a stipend for elected officials so that it's more accessible to everyone. He also asked about childcare for elected officials.

Mayor Blonigan noted his support for this and that he believes people would be more likely to run for office if there is a stipend for them.

Member Blonigan MOVED, seconded by Parisian to Approve Council Salary Review Committee Recommendation.

A roll call was taken.

Ayes: Parisian, Wagner, Murphy, Blonigan.

Nays: None.

The vote was unanimous and the motion passed.

C. First reading of an ordinance amending the City Charter

Peterson-Etem introduced the item and noted the Charter Commission has had thoughtful discussions about the sections being brought to the Council and these conversations have been ongoing throughout the past year. He stated the Charter Commission is making recommendations to four sections of the Robbinsdale City Charter, including sections 2.07, 3.06, 5.13, and 5.15. He indicated the potential timeline for charter amendments and that any changes could prolong the updates.

Mayor Blonigan noted recent vacancies on the Council and indicated this change would help to eliminate those prolonged vacancies. He asked about language in the ordinance and noted possible problems he sees related to commission of a crime versus conviction of a crime.

Member Murphy stated he thinks this might be related to a specific situation that happened in the past and noted he is okay with how the ordinance is written. Sandvik noted this language isn't related to a specific circumstance and that it has been vetted by the City Attorney.

Mayor Blonigan stated he would like more information on why the language "commission of a serious crime" was used and if that section could be altered. He noted he would like to have a conversation with the City Attorney about this.

Member Wagner stated he doesn't share the concerns about a commission of a serious crime and stated he thinks that it fits into nonfeasance and malfeasance. He also wanted to make sure that if someone had a prior felony they could still run for office. Sandvik stated that would be a discussion about eligibility for office.

Mayor Blonigan reiterated his concern about section 5.13 of this ordinance and that he would like to have a meeting between the City Attorney and himself. Member Murphy noted "breach of trust" is a broad statement and that a petition doesn't need to specifically call out how they did that.

Sandvik stated he has confidence in the City Attorney, but it is ultimately up to the Council to make the

decision.

Mayor Blonigan noted he would support the first reading but wants to talk with the City Attorney and see if changes need to be made before the second reading.

Member Murphy MOVED, seconded by Wagner to Approve First Reading Of An Ordinance Amending The City Charter.

A roll call was taken.

Ayes: Parisian, Wagner, Murphy, Blonigan.

Nays: None.

The vote was unanimous and the motion passed.

- D. Award Bid for 41st Avenue Reconstruction between Railroad Avenue and Regent Avenue - City Project 44123

McCoy gave an overview of the item and noted the special assessment process for this project has not been finalized and that tonight the Council is being asked to consider having the work commence without the special assessment policy in place. He stated the work itself is to reconstruct above and below ground infrastructure as well as provide critical connective water infrastructure. He noted 7 bids were received and opened, and the low bidder was GMH Asphalt Corporation of Chaska, MN. He noted this company has done work for the city in the past and staff is asking the Council to adopt the resolution and award the contract to GMH Asphalt Corporation.

Mayor Blonigan asked if this would be paid for through bonding. Sandvik stated there is a bond package that will be decided on later this fall.

Member Wagner MOVED, seconded by Parisian to Approve Award Bid For 41St Avenue Reconstruction Between Railroad Avenue and Regent Avenue - City Project 44123.

Mayor Blonigan noted this bid is coming later than expected in the year and is wondering if the project is still on track to be completed on time. McCoy stated yes, as this is a short stretch of road and there are not a lot of sanitary sewer or water services involved.

The vote was unanimous and the motion passed.

- E. Award Bid for Construction of Extended Parking Lot at the Public Safety Building - City Project 101324

McCoy stated this project is in the Capital Works program and would expand the parking lot for the public safety building. He noted police and fire have indicated a need for more space and this would improve services as well as restrict access from the public being able to enter into the area. He stated two bids were received and staff is recommending the council award the contract to New Look Contracting, Inc. of Rogers, MN.

Member Wagner noted projects like this are expensive, but it's important that our public safety workers have the adequate needs to be responsive, and he thanked the Robbinsdale police and fire staff for their efforts.

Member Parisian MOVED, seconded by Wagner to Approve Award Bid for Construction Of Extended Parking Lot At The Public Safety Building - City Project 101324. The vote was unanimous and the motion passed.

F. Authorize City Manager to issue a Request for Proposals (RFP) for Organized Collection

Sandvik provided an overview and stated a similar process to solicit bids for organized collection was done in 2019. He noted the city currently has a different hauler for organics collection and that we are asking that proposals include organics collection, along with refuse, recycling, and yard waste. Sandvik noted the Council did discuss this at a previous work session and is now formally being asked to request proposals for organized collection services.

Mayor Blonigan asked when our current contract ends. Sandvik noted it was in April 2025 and doesn't preclude our current contractor from bidding on the project.

Mayor Blonigan asked if the RFP allows the bidder to exclude organics recycling or other services. Sandvik provided some background on organics recycling in the state and noted that the RFP would not exclude a hauler that does not provide all the services.

Member Murphy MOVED, seconded by Wagner to Approve Authorize City Manager to Issue a Request For Proposals (RFP) For Organized Collection. The vote was unanimous and the motion passed.

Mayor Blonigan suggested the Council move Other Business Item A before New Business Item G. The Council agreed and took action on that Item before entering into a closed session.

G. Consider a closed session to discuss the purchase of real property

Sandvik stated the Council is allowed to enter into a closed session pursuant to MN State Statute 13D.05 subd. 3(c)(1) to discuss the purchase of real property and staff recommend a motion to move into a closed session.

Member Parisian MOVED, seconded by Wagner to move into a closed session to discuss the purchase of real property. The vote was unanimous and the motion passed. The council moved into a closed session at 9:27 p.m.

The Council reconvened at 9:50 p.m.

Mayor Blonigan noted the Council has directed staff.

OTHER BUSINESS

A. Voucher Requests Pending Approval for Disbursement

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

ADMINISTRATIVE REPORTS

Peterson-Etem noted early voting is still happening at City Hall and will continue until August 12 at 5 p.m. and encouraged folks to vote. He also noted Ward 4 residents who vote on election day will vote at Manor Park Building, which was changed for this election only.

McCoy stated the city received the APWA National Project of the Year and noted the plaque came in the mail today. Sandvik gave his thanks to the Council for the many years that went into the Water Treatment Plant planning and execution.

Sandvik noted several other updates, including:

- The City received the Certificate of Achievement for Excellence in Financial Reporting from GFOA and recognized the staff and Council effort that goes into financial reporting.
- He thanked everyone who made Whiz Bang Days a success, including public works, public safety, and the countless volunteers.

- Feedback is being accepted for the Blue Line Extension to the Supplemental Draft for the Environmental Impact Statement and that can be provided online through August 6th, or at the next public hearing meeting hosted by the project office.
- On Friday, August 9th, there will be a youth baseball clinic hosted by the Minnesota Twins Community Fund.
- He noted the city is currently accepting applications for Community Service Officers, Cadets, and Youth Soccer Officials.
- He also stated there are openings on the Multi-Cultural Advisory Committee and encouraged folks to apply if interested.
- On August 25, there is the Pet and Wheel Parade starting at 5:30 p.m.
- Lastly, he noted the next meeting will be held on Monday, August 5th, as opposed to Tuesday, August 6th, because of National Night Out.

COUNCIL GENERAL COMMUNICATIONS

Member Parisian congratulated the staff and city for the awards they have received recently. She also encouraged people to volunteer or donate to Whiz Bang Days.

Member Wagner echoed those sentiments.

Member Murphy thanked all the staff and volunteers who helped during Whiz Bang Days.

Mayor Blonigan also recognized everyone who helped to make Whiz Bang Days successful. He also noted our rate of return on investment is good right now and wanted to discuss how we can continue to invest more during the upcoming budget discussions this year.

ADJOURNMENT

Member Murphy MOVED, seconded by Wagner to adjourn the meeting at 10:06 p.m. The vote was unanimous and the motion passed.

Chase Peterson-Item, City Clerk

William A. Blonigan, Mayor

Minutes

1. ROLL CALL: Beck _X_, Erdos-Thayer _O_, Hickman _X_, Sparks _X_, Markfort _O_, Rochon-Washington _X_, Vaith _X_

Others present: Matt Bazyk: City Staff

Meeting called to order at 7:02

2. CONSIDERATION OF MINUTES

Beck motion to approve as is.

Hickman 2nd

3. NEW BUSINESS

A. Naming of New Commissioner: Erin Sparks

Signed Oath of Office.

B. Hollingsworth Memorial

Discussed the Hollingsworth Memorial and purpose. Vaith: Previous Commissioners had voted on it and it is still under construction.

Bazyk: Explained the purpose of vote and the roll of the Commission in the parks renaming processes. Commission understands this is not a vote for or against either of the proposed names. Each Commissioners read applications and completed the voting rubric on their own. Votes collected and announced by Bazyk.

C. Park Renaming Submission: Shoreline Park

Vote By Commission: Question 1) Y 5 N
Questions 2) Y 5 N
Question 3) Y 5 N
Questions 4) Y N 5

Question 1) Y 5 N

Questions 2) Y 5 N

Question 3) Y 5 N
Questions 4) Y N 5

E. Hennepin County Play Area Grant

Vaith: Are there specific items that will help us get the grant? Accessible playgrounds?
Sparks: Can we apply without an official plan?

F. PRFC Meetings Through the Summer

Vaith: Can meetings be canceled if meetings are determined unnecessary due to lack of full agenda and voted on by Commission members?

Matt: Yes

Hickman: Motion to vote on resuming meetings for June, July and August.

Beck: Seconded

5 in favor.

4. OLD BUSINESS

A. Spanjers Fence:

B. Fitness Court at Lakeview Terrace:

Bazyk: Explained differences and needs of the space.

Rochon-Washington: Option 1, due to monkey bars on option 2 not as accessible and could lend kids to treat it as a play area. Agility ladder on open space, painted on. Highest jump could be dangerous. All good exercises.

Beck: How do we teach people to use it? Matt: Kompan does provide signs for their equipment.

Rochon-Washington: Community Center could host an opening to show people how to use the equipment. Look for cardio equipment to add to the space.

Matt: Gametime option more compact. Hickman and Sparks agreed, not inviting to new workout people.

Rochon-Washington: If we lose the art instillation on the Fitness Court where can we add inclusive art in our parks?

Beck: Is Lakeview Terrace the definite location for this. Matt:

Rochon-Washington: LVT already has exercise happening in the space.

C. PMP Update:

Shared Tim and Richards's responses to Sanborn designs.

Beck: Do we need two fields?

Vaith: Negatives of dog parks?

Beck: Is there a better space for a dog park? Take it out of Sanborn.

Sparks: Building from A preferred.

Rochon-Washington: B would better allow for winter use.

Hickman: B has better “flow”.

Vaith: Idea of living roof is good. Flow of B is much better and inviting for different types of families. Water fountains!

Sparks: Outdoor fitness areas far from playground. If added keep closer to playground.

Bazyk: Pickleball Courts into current horseshoe stadium.

Beck: What all is going to be at the Meet and Greet?

Vaith: Wants to focus on inclusive art installations.

D. Trail Improvements

Bazyk: Holly with NPS helping redesign the Ped and Bike plan for Robbinsdale, addressing connectedness of parks and walkability of the city.

Hickman: “Daylighting” for pedestrians. Bumpouts and (lookup “Daylighting”)

Sparks: Sidewalk consistency in Ward 2. Why don’t all roads have sidewalks?

Bazyk: Concerns with shoveling. Roads not heavily traveled don’t need sidewalks.

City doesn’t want to take from residents already small yards.

5. INFORMATION ONLY

A. Forestry Report: Shared Stephan’s report.

B. Rec Report: Invited Commission to Badges and Bobbers on Sept 7th and the Chamber Meet and Greet on the 9th.

6. ADJOURNMENT

Rochon-Washington: Motion to adjourn. Sparks: 2nd. 8:58 pm



TO: Mayor and City Council
PREPARED BY: Chase Peterson-Etem, City Clerk/Assistant to City Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: October 1, 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 10/1/2024.

Attachments:

1. Licenses

Contractor Licenses for Council Approval

<u>Name</u>	<u>Licensee Type</u>	<u>Fee Amount</u>
DUTECH LIMITED LIABILITY	Mechanical Contractor	\$50.00
HURLBERT HEATING & PLUMBING	Plumbing Contractor	\$50.00
HURLBERT HEATING & PLUMBING	Mechanical Contractor	\$50.00
LAHAYE PLUMBING	Plumbing Contractor	\$50.00
MCQUILLAN HOME SERVICES LLC	Sewer / Water Contractor	\$50.00
MCQUILLAN HOME SERVICES LLC	Excavation Contractor	\$50.00
MN PLUMBING PRO LLC	Plumbing Contractor	\$50.00
PAUL'S PLUMBING & HEATING OF DENNISON INC	Plumbing Contractor	\$50.00
PAUL'S PLUMBING & HEATING OF DENNISON INC	Mechanical Contractor	\$50.00
PIERCE REFRIGERATION	Mechanical Contractor	\$50.00
SUMMIT INSTALLATIONS LLC	General Contractor	\$50.00
TRI COUNTY WATER CONDITIONING INC	Plumbing Contractor	\$50.00
TWIN CITY FIREPLACE & STONE CO	Mechanical Contractor	\$50.00
TWIN CITY FIREPLACE & STONE CO	Masonry	\$50.00

Number of Licenses Requesting Council Approval:

14

BUSINESS LICENSES FOR COUNCIL APPROVAL

09/26/2024

License Type	Applicant	License Fee
Tree/Lawn Fertilizer	MONSTER TREE SERVICE	50.00

BUSINESS LICENSES FOR COUNCIL APPROVAL

10/01/2024

License Type	Applicant	License Fee
Convenience Foods	COCOA FLAKE	100.00
Transient Merchant - Food Truck	Miller Concessions, Inc.	50.00

TO: Mayor and City Council
PREPARED BY: Chase Peterson-Etem, City Clerk/Assistant to City Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: October 1, 2024
RE: Resolution appointing Election Judges for the 2024 General Election

Background:

Minnesota Statute 204B.21, subd. 2, states that election judges for precincts in a municipality shall be appointed at least 25 days before the election of the governing body of the municipality.

The attached resolution indicates the names of the applicants for appointment by the City Council. In addition, the same statute allows the City Council, by resolution, to authorize the City Clerk to appoint and train election judges, if needed, within the 25 days prior to the election. Staff will continue to accept applications in the event additional election judges are needed.

Minnesota Statute 204B.20 requires the City Council to appoint a head judge in each precinct. Staff proposes appointing Jill Walker Markie (Ward 1), Mark Masica (Ward 2), Dee Lunzer (Ward 3), and Becky Hippert (Ward 4), as head judges in the attached resolution.

Analysis:

In order to serve as an election judge, individuals must be appointed by the City Council and successfully complete training. An election judge must also be eligible to vote in the State of Minnesota, and be able to read, write, and speak English.

Recommendation:

Motion to Adopt a Resolution appointing election judges for the General Election, November 5, 2024.

Attachments:

1. Election Judges Resolution - General

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 1st day of October 2024.

RESOLUTION NO.

**A RESOLUTION APPOINTING ELECTION JUDGES FOR THE GENERAL
ELECTION NOVEMBER 5, 2024**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROBBINSDALE,
MINNESOTA, THAT:**

1. The persons herein named are appointed judges for the General Election November 5, 2024, in the City of Robbinsdale, County of Hennepin, State of Minnesota. The judges appointed are as follows:

Beth Kramer	Susan Malbon	Ann Beckman
John Davitt	Gary Gallina	Colleen Patterson
Kenn Patterson	Myla Doss	David Mathias
Tina Weitzel	Larrin Bergman	Jaime Donovan
Brittnie Homstad	Adam Krueger	Robert Papousek
Jill Walker Markie*	Cordelia Frykman	Becky Hippert*
Marie Richardson	Michael Meehan	Gary Remus
Nancy Hanson	Andrea Dvorak	Elizabeth Binder
Sadie Pendaz-Foster	David Tennesen	Kim Workman
Erin Hart	Dee Lunzer*	Paula Schaefer
Philip Flatten	Hillary Drake	Mike Brown
Dustin Leslie	Molly Beahen	Judy Peters
Amy Vansteenburgh	Kelli Doroski	Lisa Hathaway-Westling
Thomas Sweeney	Carmella Elizondo-Hudak	Paula Gibbons
Beverly Welck	Melissa Kaercher	Sheryl Mertz
Jillian Vanhees	Michael DeMaris	Patricia Berry
Mark Masica*	Brenda Remus	Mary Donovan
Peter Peterson	Joel Flygare	Angela Hammill
Keighley Bailey	Keith Scott	

2. Polls shall be open from 7:00 am until 8:00 pm and the election judges shall work from 6:00 am until votes are counted or unless otherwise indicated.
3. Election judges with * next to their name denotes a head judge designation.
4. The city Council authorizes the City Clerk to appoint additional election judges within 25 days before the General Election if the City Clerk determines that additional election judges will be required. Election judges appointed within 25 days of the General Election must also complete the required training.

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:

WHEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED
THIS 1st DAY OF OCTOBER 2024.

William A. Blonigan, Mayor

ATTEST:

Chase Peterson-Etem, City Clerk

TO: Mayor and City Council

PREPARED BY: Heather Rand, Community Development Director

APPROVED BY: Tim Sandvik, City Manager

DATE: October 1, 2024

RE: Authorize Installation of an 8-foot-high Fence Around Police & Fire Vehicle Parking Lot at 4101 Hubbard

Background:

The requested action on this item is a request from the Police & Fire, Public Works and Community Development Department to exceed standard city code maximum fence height requirements so that a planned 8-foot-high fence may be installed at the Police and Fire Station's fleet vehicle parking lot located at 4101 Hubbard Ave N for security purposes. City code establishes a maximum fence height of 6'4" unless the city council deems a reason for an exception at a public facility, and formally authorizes such on a case by case basis.

Analysis:

Public Works Director/City Engineer Richard McCoy and his team have been managing the completion of a budgeted parking lot expansion project being undertaken at the city's Fire & Police Station located at 4101 Hubbard Ave N. The lot is not a public parking lot but instead, allows for parking of police and fire vehicles in addition to related city operational equipment adjacent to the station building. The plans call for the installation of a new security fence around the perimeter of the public safety vehicle parking lot site, said fence with gate to be of sturdy, yet decorative metal in materials and finish and with a fence height of 8 feet.

This taller fence has been requested by both the Police and Fire Chiefs in order to improve the security of the public safety facility. At present, there is no continuous security fencing around the city's public safety vehicles. This lack of fencing is problematic in that it allows the public to walk into the parking lot between patrol cars and other fleet vehicles and loiter or otherwise block vehicle parking or departure. It also allows for potential vandalism of vehicles and hinders the ability for public safety staff to stage vehicles without potential public interference during times of potential civil unrest or emergency disaster response.

The proposed 8-foot-high security fence will not have barbed wire or razor ribbon and there is still a public entry to the Police Station on the Broadway Avenue side of the building.

While the 8' fence height is greater than the 6' and 4' in the front of the property generally allowed in City Code, it is considered necessary given the function of the area and per code section "510.25 Subdivision 2. (b) (5) fence height limits may be increased by the city council for public facilities requiring additional security or safety measures." It is the opinion of the City Public Works Director/City Engineer and Community Development Director that this public facility is worthy of the increase in height and hereby request city council approval.

Robbinsdale Relevant City Code:
510.25. General Performance Standards.

(b) General screening and landscaping.

1. No fence shall exceed six feet in height and in the case of grade separation such as the division of properties by a retaining wall, the height shall be determined on the basis of measurement from the average point between the highest and lowest grades.
2. Fences located in a front yard may not exceed four feet in height.
3. All exposed areas surrounding or within a principal or accessory use, including street boulevards which are not devoted to parking, drives, sidewalks, patios or other such uses, shall be landscaped with grass, shrubs, trees, or other ornamented landscape material. Such landscaping shall conform with the planting plan submitted within the building plans approved by the city, unless subsequent alterations in the landscaping plan have been approved by the city planner or construction coordinator, or both.
4. All outdoor swimming pools shall have fences or walls at least six feet in height around the perimeter with self-closing gates.
5. Fence height limits may be increased by the city council for public facilities requiring additional security or safety measures. (Added, Ord. No. 95-14)

Recommendation:

RECOMMENDATION:

1. Staff recommend that the City Council approve an increase in fence height for this Public Safety Vehicle parking lot at 4101 Hubbard Ave N to allow for an 8-foot-high decorative metal fence for public safety and purposes as permitted within Code Section 510.25 Subdivision 2. (b) (5).

Attachments:

None

TO: Mayor and City Council

PREPARED BY: Tim Sandvik, City Manager

APPROVED BY: Tim Sandvik, City Manager

DATE: October 1, 2024

RE: Joint Powers Agreement for the Establishment and Continued Operation of the Bassett Creek Watershed Management Commission

Background:

The Bassett Creek Watershed Management Commission (“Commission”) has operated since 1969 pursuant to a joint powers agreement (JPA) entered into by the nine member cities located within the watershed, including Crystal, New Hope, Golden Valley, Medicine Lake, Minneapolis, Minnetonka, Plymouth, Robbinsdale and St. Louis Park. Because the current version of the JPA expires on January 1, 2025, it must be renewed by all nine member cities before the end of 2024 or the Commission will dissolve and no longer have authority to operate.

Analysis:

The current JPA has seen very few changes since it was originally drafted in 1969. Early this year, the Commission’s attorney was directed to reformat the JPA prior to renewal to make it more simplified and user-friendly. That cleanup work resulted in reorganizing and reformatting the document so that important provisions are more readily found, clarifying and updating provisions based on actual policies and practices, removing unnecessary history and details, and including all provisions required by Minnesota Rules, section 8410.0030. Staff from all nine members cities and commissioners reviewed and discussed the revised JPA on several occasions and a few minor changes were incorporated to improve clarity. Additionally, the revised JPA was sent to all cities in July for feedback.

Comments received from the City of Robbinsdale regarding commissioner compensation resulted in a revision that goes back to original language allowing only cities (and not also the Commission) to compensate commissioners. Comments were received from two other cities that resulted a revision to incorporate an eight year term. The eight year term decouples the JPA renewal timeline from the Commission’s required watershed management plan update, which must happen every ten years (and which is now underway). Substantively, the revised JPA does not alter the makeup, authority, or fundamental operation of the Commission.

Recommendation:

Authorize the Mayor and City Manager to execute the Joint Powers Agreement for the Establishment and Continued Operation of the Bassett Creek Watershed Management Commission

Attachments:

1. BCWMC JPA 2024 Renewal

**JOINT POWERS AGREEMENT
FOR THE ESTABLISHMENT AND CONTINUED OPERATION OF THE
BASSETT CREEK WATERSHED MANAGEMENT COMMISSION**

THIS JOINT POWERS AGREEMENT (“**Agreement**”) is made and entered into by and among the cities of Crystal, Golden Valley, Medicine Lake, Minneapolis, Minnetonka, New Hope, Plymouth, Robbinsdale, and St. Louis Park, all Minnesota municipal corporations. The member cities may hereafter be referred to individually as a “**Member**” or collectively as the “**Members.**”

RECITALS

- A. In 1968, the Members, all of which have lands which drain surface water into Bassett Creek, and all of which have power to construct, reconstruct, extend and maintain storm water management facilities, elected to exercise their authority to adopt a joint powers agreement to establish the Bassett Creek Flood Control Commission to cooperatively manage and plan for the management of surface water within the Bassett Creek watershed (“**Watershed**”).
- B. In 1982, the Minnesota legislature passed the Metropolitan Area Surface Water Management Act requiring local government units in the metropolitan area to plan for and manage surface water through watershed management (Minnesota Statutes, section 103B.201 to 103B.255) (“**Act**”).
- C. Under the Act, one of the options available to local government units to satisfy the requirements of the Act is to enter into a joint powers agreement pursuant to Minnesota Statutes, section 471.59 to establish a watershed management organization to jointly plan for and manage surface water within a watershed.
- D. In compliance with the Act, the original Bassett Creek Flood Control Commission amended its joint powers agreement and became the Bassett Creek Watershed Management Commission (“**Commission**”). Over time, the joint powers agreement has been updated and amended, and the terms and conditions of the current joint powers agreement expire on January 1, 2025.
- E. The Members previously established the board of commissioners of the Commission (“**Board**”) and desire for said Board to be 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 (“**Watershed Management Plan**”) for the watershed and has regularly updated and carried out said Watershed Management Plan in accordance with the Act.
- G. 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 Minnesota Rules, chapter 8410, and to carry out all additional functions and responsibilities described herein.

AGREEMENT

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

SECTION I ESTABLISHMENT, GENERAL PURPOSE, AND DEFINITIONS

1.1 Reaffirming the Establishment. The Members hereby reaffirm and continue the establishment of the “Bassett Creek Watershed Management Commission” pursuant to their authority under the Act and Minnesota Statutes, section 471.59. The Commission will continue to operate as a duly formed joint powers watershed management organization in accordance with said laws, applicable rules, and this Agreement.

1.2 General Purpose. The general purpose of this Agreement is to continue the Commission and the Board, which the Members previously established, to jointly and cooperatively adopt, administer, and update, as necessary, the Watershed Management Plan, and to carry out the following express purposes:

- (a) serve as the watershed management organization for the Watershed and carry out all of the duties and responsibilities outlined in the Act;
- (b) investigate, study, plan and control the construction of facilities to drain or pond storm waters to alleviate damage by flood waters;
- (c) protect, preserve, and use natural surface water and groundwater storage and retention systems;
- (d) minimize public capital expenditures needed to correct flooding and water quality problems;
- (e) identify and plan for means to effectively protect and improve surface water and groundwater quality;
- (f) establish more uniform local policies and official controls for surface water and groundwater management;
- (g) prevent erosion of soil into surface water systems;
- (h) promote groundwater recharge;
- (i) improve the creek channel for drainage;
- (j) assist in planning for land use;

- (k) protect and enhance fish and wildlife habitat and water recreational facilities;
- (l) repair, improve, relocate, modify, consolidate or abandon, in whole or in part, drainage systems within the Watershed;
- (m) secure the other benefits associated with the proper management of surface water and groundwater;
- (n) assist in water conservation and the abatement of surface water and groundwater contamination and water pollution;
- (o) assist the Members in the preservation and use of natural water storage and retention systems;
- (p) promote and encourage cooperation among member cities in coordinating local surface water and groundwater plans and to be aware of their neighbors' problems and to protect the public health, safety, and general welfare; and
- (q) continue the work of the Bassett Creek Water Management Commission and to carry out the plans, policies and programs developed by the Commission over time. All existing policies will remain in effect and may be amended by the Commission, as it determines may be necessary to achieve its purposes and objectives.

The plan and programs will operate within the boundaries of the Watershed as identified in the official map filed with the Minnesota Board of Soil and Water Resources, as it may be amended from time to time, which is incorporated into this Agreement as if fully set forth herein. The boundaries of the Watershed are subject to change utilizing the procedures set out in the Act, which may be necessary to better reflect the hydrological boundaries of the Watershed.

1.3 Definitions. For the purposes of this Agreement, and in addition to any other terms expressly defined elsewhere throughout, the following terms have the meanings given them below.

- (a) *Board.* The board of commissioners of the Commission, consisting of one Commissioner or one Alternate Commissioner from each Member, and which is the governing body of the Commission.
- (b) *Commission.* The organization created by this Agreement, the full name of which is the "Bassett Creek Watershed Management Commission," a duly formed joint powers watershed management organization under Minnesota law.
- (c) *Member.* A Minnesota municipal corporation which enters into this Agreement, each of which are expressly listed in section 2.1.
- (d) *Voting Commissioner.* A Commissioner or Alternate Commissioner present during a Board meeting with voting rights. Pursuant to section 3.2(b) below, an Alternate

Commissioner only has voting rights in the event of absence or disability of their respective Commissioner. Each Voting Commissioner has one (1) vote on the Board.

- (e) *Watershed*. The area contained within a line drawn around the extremities of all terrain whose surface drainage is tributary to Bassett Creek and within the mapped areas delineated on the map filed with the Minnesota Board of Water and Soil Resources (“**BWSR**”) pursuant to the Act.

SECTION II MEMBERSHIP

2.1 Members. The following nine municipal corporations and parties to this Agreement, each of which is either partially or entirely located within the Watershed, are Members of the Commission: Crystal, Golden Valley, Medicine Lake, Minneapolis, Minnetonka, New Hope, Plymouth, Robbinsdale, and St. Louis Park.

2.2 Change in Boundaries. No change in governmental boundaries, structure, or organizational status will affect the eligibility of any Member 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 Board in accordance with the Act. The Board will carry out the purposes and have the powers as provided herein.

3.2 Board Appointments. The Commission is governed by the Board, which consists of representatives appointed by the nine Members in accordance with this section. More specifically, each Member to this Agreement must appoint one Commissioner and one Alternate Commissioner to the Board. Each Member’s governing body will determine the eligibility and qualifications of its representatives on the Board.

- (a) Commissioner. Each Member is responsible for appointing one person to serve as its primary 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 Minnesota Statutes, section 103B.227, subdivision 2.
- (b) Alternate Commissioner. Each Member may also appoint one alternate representative (“**Alternate Commissioner**”) to the Board in the same manner required to appoint a Commissioner. A Member’s Alternate Commissioner may only vote on a matter before the Commission in the event of either absence or disability of the appointing Member’s Commissioner (in either event, the Alternate Commissioner is considered a Voting Commissioner). If the absent or disabled Commissioner is also an officer of the Board, the Alternate Commissioner will 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. All Commissioners and Alternate Commissioners will serve until their successors are selected and otherwise qualify, unless they resign or are removed earlier as provided herein. All Commissioners and Alternate Commissioners will serve three-year terms, and said terms will be staggered with expiration dates for those presently appointed remaining as follows:
 - (1) The terms of the existing representatives appointed by the cities of Minneapolis, Minnetonka, and New Hope will expire on February 1, 2025.
 - (2) The terms of the existing representatives appointed by the cities of Plymouth, Robbinsdale, and St. Louis Park will expire on February 1, 2026.
 - (3) The terms of the existing representatives appointed by the cities of Crystal, Golden Valley, and Medicine Lake will expire on February 1, 2027.
- (d) Notices. A Member will provide the Commission written notice of its appointments, including the resolution making the appointments or a copy of the minutes for the meeting at which the appointments were made. The Commission will notify BWSR of appointments and vacancies within 30 days after receiving notice from the Member. Members must fill all vacancies within 90 days after the vacancy occurs.
- (e) Vacancies. A Member will 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 will publish notice of any vacancy, whether by expiration of term or for any other reason, in accordance with Minn. Stat. § 103B.227, subd. 2, as it may be amended. 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 governing body acts to fill the vacancy. The governing body must make the appointment within 90 days from the occurrence of the vacancy. The Member will promptly notify the Commission of the appointment in writing. The appointed person will serve the unexpired term of the position.
- (f) Removal. The governing body of any Member may remove its respective Commissioner for just cause as provided in Minn. Stat. § 103B.227, subd. 3 and in accordance with Minn. R., part 8410.0040. If a Commissioner is an elected official, said governing body may remove the Commissioner if the Commissioner is not reelected. The governing body of any Member may remove its Alternate Commissioner with or without cause. The Member will notify the Board of any such removal in writing within 10 days of acting to remove the Commissioner or Alternate Commissioner, as the case may be. The Commission will notify BWSR of the vacancy

within 30 days of receiving such notice. The Member must act to fill the vacancy created by the removal within 90 days, as provided in this Agreement.

- (g) Suspension of Authority. The authority of a Commissioner or Alternate Commissioner to vote will be suspended if the appointing Member is more than 60 days delinquent in making any payments due to the Commission as provided by this Agreement. The voting authority will be reinstated once the Member pays all past due amounts.

3.3 Compensation and Expenses. Commissioners shall serve without compensation from the Commission, although Commission funds may be used to reimburse Commissioners and Alternate Commissioners for expenses incurred in performing Commission business if authorized by the Board. Nothing in this section 3.3 prevents a Member from providing compensation for its Commissioner or Alternate Commissioner for serving on the Board, if such compensation is authorized by such Member's governmental unit and by law.

3.4 Board Officers; Duties. At its first regular meeting on or after February 1 of each year, the Board will elect from its Commissioners a Chair, Vice Chair, Secretary, and Treasurer. All such officers will hold office for a term of one (1) year and until their successors have been qualified and duly elected by the Board. An officer may serve only while a member of the Board. A vacancy in an officer position will be filled from the Commissioner membership by Board selection for the remainder of the unexpired term of such office. The officers will have the duties provided in the Commission bylaws.

3.5 Quorum. A majority of Voting Commissioners from the nine Member cities, i.e. representation of five Members, constitutes a quorum. Less than a quorum may adjourn a scheduled meeting. A simple majority of the quorum is required for the Board to act unless a higher number of votes is required by this Agreement or by law. If more than one Member has either a Board vacancy (both Commission and Alternate Commissioner) or its voting rights suspended, as provided herein, the number of Voting Commissioners required for a quorum will be reduced until the vacancy is filled or suspension lifted, as the case may be.

3.6 Meetings. The Board will conduct meetings in accordance with the Minnesota Open Meeting Law (Minn. Stat., chap. 13D) and this section.

- (a) Regular Meetings. The Board will develop a schedule of its regular meetings. The Board will post the schedule on the Commission's website and provide a copy to each Member. The Secretary will 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 will make a good faith effort to notify Commissioners and Alternate Commissioners of a meeting cancellation.
- (b) Special Meetings. The Board may hold such special meetings as it may determine are necessary to conduct the business of the Commission. A special meeting may be called by the Chair or by any two Commissioners. In addition to the notice requirements provided in the Minnesota Open Meeting Law, the Secretary will provide notice of special meetings to the Commissioners and Alternate Commissioners.

- (c) Annual Organizational Meeting. The first regular meeting on or after February 1 of each year will constitute the annual organizational meeting of the Commission.
- (d) Rules of Procedure. The Board will conduct its meetings generally in accordance with the procedures set out in the most current version of Robert's Rules of Order 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 Voting Commissioners. The Board may also waive one or more specific rules as it determines are necessary to facilitate the conducting of its business, except that statutory requirements may not be waived and voting authority provided hereunder may not be abrogated.

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.

- (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, part-time, or consulting basis, as the Board determines.
- (2) It may contract for facilities, 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 will prepare, adopt, and implement a watershed management plan and capital improvement program that fulfills the requirements of Minn. Stat. § 103B.231 and all other 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 protection and improvement of waters in the Watershed and mitigation of flood risk.
- (5) It will make necessary surveys or utilize other reliable surveys and data and develop projects to accomplish the purposes for which it is organized.
- (6) It may cooperate or contract with the State of Minnesota, or any subdivision thereof, any federal agency, or any public or private organization to accomplish the purposes for which it is organized.

- (7) It may order any Member or Members to construct, clean, repair, alter, abandon, consolidate, reclaim or change the course or terminus of any ditch, drain, storm sewer, or water course, natural or artificial, within the Watershed.
- (8) It may order any Member or Members to acquire, operate, construct, or maintain dams, dikes, reservoirs and appurtenant works or other improvements necessary to implement the overall plan.
- (9) It will regulate, conserve, and control the use and management 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 establish and maintain devices acquiring and recording hydrological and water quality data within the Watershed.
- (12) It may enter upon lands 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 will provide any Member with technical data or any other information of which the Commission has knowledge which will assist the governmental unit 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 will be only upon a favorable vote of a majority of Voting Commissioners.
- (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, Hennepin County, and from any other source approved by a majority of its Board.
- (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 will 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 will transmit a copy of the annual audit to BWSR and, on request, a Member. Its books, reports, and records will be available for and open to inspection by the Members at all reasonable times.
- (19) It will make and file a report to its Members at least once annually containing, at minimum, the following information: (i) the approved budget; (ii) a reporting of revenues; (iii) a reporting of expenditures; (iv) a financial audit report that includes a balance sheet, a classifications of revenues and expenditures, an analysis of changes in the final balances, and any additional statements considered necessary for full financial disclosure; (v) the status of all Commission projects and work within the Watershed; and (vi) the business transacted by the Commission and other matters which affect the interests of the Commission.
- (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 Minn. Stat. §§ 103B.201 through 103B.251.
- (22) It will cooperate with the State of Minnesota, the Commissioner of Natural Resources and the Director of the Division of Waters, Soils and Minerals of the Department of Natural Resources in complying with the requirements of Minn. Stat., chap. 103G.
- (23) It will establish a procedure for establishing citizen or technical advisory committees and to provide other means for public participation.
- (b) Powers Reserved. The Board does not have any of the powers identified in this subsection (b). Expressly identifying specific powers reserved 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 for any Board-ordered project will be acquired as provided below.
 - (2) Real Property. The Commission may not own any interest in real property. All such interests, if necessary for any Board-ordered project, will be held in the name of a Member wherein said lands are located or another public or private entity, as the case may be.
 - (3) Bonding. The Commission does not have the power to issue certificates, warrants or bonds.

- (4) Special Assessments. The Commission does not have the power to levy a special assessment upon any privately or publicly owned land. All such assessments, if deemed necessary as part of a Board-ordered project, will be levied by the Member wherein said lands are located and in accordance with Minnesota Statutes, chapter 429. The Commission does, however, have the power to require any Member to contribute the costs allocated or assessed according to other provisions of this Agreement.
- (c) Members. For the avoidance of doubt, each Member reserves the right to conduct separate or concurrent studies on any matter under study by the Commission.

4.2 Collection or Diversion of Waters. Each Member agrees that it will not directly or indirectly allow the collection or diversion of any additional surface water to the Mississippi River or its tributaries without adherence to all Commission rules and requirements.

4.3 Projects.

- (a) The Board may undertake projects, including those provided in its capital improvement program, in accordance with the Watershed Management Plan. Prior to ordering any project or otherwise holding a public hearing as may be required under section 103B.251, the Commission will secure from its engineers or some other competent person a report advising as to whether the proposed improvement is feasible, whether it will best be made as proposed or in connection with some other improvement, the estimated cost of the improvement, and the proposed allocation of costs, including whether one or more Members will incur any such costs. A resolution setting forth the order for any capital improvement project requires a favorable vote by two-thirds of Voting Commissioners. When ordering any project, the Commission resolution will further include an allocation of costs for the project and a designation of which Member(s) or entity will contract for and fund the project. Such resolution may also designate the engineers to prepare plans and specifications.

Any Member aggrieved by the determination of the Board as to the allocation of the costs of a project has 30 days after the Commission resolution ordering the same to appeal said determination. Said appeal must be in writing and directed to the Board asking for arbitration. The determination of the Member's appeal will be referred to a Board of Arbitration. The Board of Arbitration will consist of three persons; one to be appointed by the Commission's Board, one to be appointed by the appealing Member, and the third to be appointed by the two persons so selected. In the event the two persons so selected do not appoint the third person within 15 days after their appointment, then the Chief Judge of the District Court of Hennepin County will have jurisdiction to appoint, upon application of either or both of the two earlier selected, the third person to the Board of Arbitration. The third person selected must not be a resident of any Member city and if appointed by the Chief Judge said person must be a registered professional engineer. The arbitrators' expenses and fees, together with the other expenses, not including counsel fees, incurred in the conduct of the arbitration will be divided equally between the Commission and the appealing Member.

Arbitration will be conducted in accordance with the Uniform Arbitration Act, Chapter 572B of Minnesota Statutes.

- (b) Projects Implemented by Members and Others. For any project that will be constructed by one or more Members on behalf of the Commission and reimbursed in whole or part by the Commission, to the extent authorized by the Commission, the Member(s) responsible for implementing the project and the Commission will enter into a cooperative agreement providing for all Commission-required terms and conditions related to the project and any such reimbursement. The Commission may also implement a project with a non-Member public or private entity in the same manner, if construction by such entities is deemed appropriate by the Commission.
- (c) Commission Projects. The Board may also undertake and contract for projects in the Commission's name, in accordance with the Watershed Management Plan and all applicable laws and regulations related to public procurement. Approval of Commission contracts for a capital improvement requires a favorable vote by two-thirds of Voting Commissioners.
- (d) County Funding. If the Commission proposes to certify all or any part of the cost of a capital improvement project for payment by Hennepin County via its levy or bonding authority, as set forth in Minn. Stat. § 103B.251, all proceedings will be carried out in accordance with the provisions set forth in said section 103B.251, as amended.
- (e) Contracts for Improvements. All contracts which are to be let as a result of the Commission's ordering of a project must comply with the requirements of laws applicable to contracts let by the respective party making such contract. The Commission does 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 Minnesota Statutes, chapter 429 or any city charter, and such contracts must be awarded by action of the governing body of a Member and must be in the name of said Member. This subsection does not preclude the Commission from proceeding under Minnesota Statutes, Section 103B.251 or from otherwise proceeding under subsection 4.3(c) for projects that will not be specially assessed under chapter 429.

All improvement contracts will be duly supervised by the party awarding said contract, provided, however, that the Commission is 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 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 will report, advise and recommend to the Board on the progress of said work.

- (f) Land Acquisition. Because the Commission does not have the power to acquire real property, the Members agree that any and all 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 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 will 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 acquisition of lands for the Commission-ordered improvement, for some other purpose, the costs of said acquisition will not be included in the improvement costs of the ordered project and the Commission will not reimburse such costs. 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.

If any Member refuses to negotiate or condemn lands as ordered by the Board, any other Member may negotiate or condemn outside of its corporate limits in accordance with applicable laws. All Members agree that they will not condemn or negotiate for land acquisition to pond or drain storm and surface waters within the corporate boundaries of another Member except upon order of the Board. The Commission has authority to establish land acquisition policies as a part of the overall Watershed Management Plan. The policies must be designed to equalize costs of land throughout the Watershed.

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

4.5 Local Water Management Plans.

- (a) Development. Each Member agrees to develop and maintain a local water management 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 management plans will conform with all requirements of the Act, including Minn. Stat. § 103B.235 and Minn. R., part 8410.0160, as amended. In accordance with the Act, the Board will approve or disapprove each local plan or any parts of each plan. Every effort will 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 will submit its proposed local water management plan to the Metropolitan Council and the Board for review as required by Minn. Stat. § 103B.235. The Board will consider any comments on local water management plans received from the Metropolitan Council and thereafter act on said plans in accordance with the Act.

4.6 Pollution Control and Water Quality. The Commission has 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 wastes onto any land or into any watercourse or storm sewer draining into Bassett Creek. The Board may investigate on its own initiative and will investigate upon petition of any Member all complaints relating to pollution of surface water or groundwater draining into or affecting Bassett Creek or its tributaries. Upon a finding that the creek or surface waters or groundwater are being polluted, 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.

4.7 Boundary Changes. Any changes to the boundaries of the watershed must be undertaken in accordance with Minn. Stat. § 103B.215, as it may be amended.

SECTION V FINANCES

5.1 Generally.

- (a) Authority. 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. In no event will there be a disbursement of Commission funds without the signature of at least two Board members, one of whom must be the Treasurer or the Treasurer's Authorized Deputy Treasurer, except to the extent the Commission delegates general or specific authority to the Commission administrator to disburse Commission funds. The Treasurer is required to file with the Secretary of the Board a bond in the sum of at least \$10,000 or such higher amount as determined by the Board. The Commission will pay the premium on said bond.
- (b) Depository. The Board will designate one or more national or state bank or trust companies, as authorized under Minnesota law, to receive deposits of public moneys and to act as depositories for the Commission funds.

5.2 Member Contributions. Each Member agrees to contribute each year to a fund to be used 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 will be treated as an improvement cost and processed in accordance with section 5.3 of this Agreement. Fifty percent (50%) of the annual budget for this general administration fund shall be allocated among the Members based upon the net tax capacity of all property within each Member's respective boundaries compared to the net tax capacity of all property within the Watershed, and the remaining fifty percent (50%) shall be allocated among the Members based on the total area within each Member's jurisdictional boundary that lies within the boundary of the Watershed compared to the total area of all property within the Watershed. In no event will any

assessment hereunder require a contribution to exceed one-half of one percent of the net tax capacity within the Watershed.

5.3 Capital Project Funding.

- (a) Project Funding; Commission Contributions. In addition to any amount to be contributed by any Member or other private or public entity, as the case may be and as specified in the Board's resolution ordering the project, the Commission may, by a two-thirds vote of Voting Commissioners, proceed to fund all or any part of the cost of a capital improvement contained in the Watershed Management Plan pursuant to the authority and subject to the provisions set forth in Minn. Stat. § 103B.251.
- (b) 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 will be certified, levied, collected, and distributed as provided in sections 103D.915 and 103D.921, as amended, and will 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 will be sent to the clerk of each Member municipality at least 30 days prior to the hearing. The proceeds of said maintenance levy will be deposited in a separate maintenance and repair account to be used only for the purpose for which the levy was made.

5.4 Budget; Member Assessments.

- (a) Adoption. On or before July 1 of each year, the Board will adopt a detailed budget for the ensuing year and decide upon the total amount necessary for the general fund. Budget approval requires a favorable vote by a majority of Voting Commissioners. The budget must not in any event require any Member to contribute annually in excess of one-half of one percent of the net tax capacity of all taxable property within the Watershed and within said Member's corporate boundaries.
- (b) Certification to Members. The secretary of the Board will certify the budget on or before July 1 to the clerk of each Member together with a statement of the proportion of the budget to be provided by each Member.
- (c) Member Review. The governing body of each Member agrees to review the budget, and the Board will upon written notice from any Member received prior to August 1, hear objections to the budget, and may, upon notice to all Members and after a hearing, modify or amend the budget, and then give notice to the Members of any and all modifications or amendments. Modifications or amendments to the original budget require a favorable vote by a majority of Voting Commissioners.

- (d) Member Assessments. Each Member agrees to provide the funds required by the approved budget and contemplated under section 5.2. If no objections are submitted to the Board, each Member agrees to provide the funds approved by the Board after the Board has conducted the process required in this Agreement. The schedule of payments by the Members will be determined by the Board in such a manner as to provide for an orderly collection of the funds needed.
- (e) Supplemental Budget. Upon notice and hearing, the Board by a favorable vote of a majority of Voting Commissioners may adopt a supplemental budget requiring additional payments by the Members within 60 days of its adoption but in no event will the budget require any Member to contribute in excess of one-half of one percent of the net tax capacity of all taxable property within the Watershed or within the Member's corporate boundaries in any one calendar year.

5.5 Cost Allocation for Capital Projects. All capital costs incurred by the Commission will 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. Members who have lands in the subdistrict that is responsible for the capital improvement may negotiate an amount to be contributed by each Member thereof.
- (c) Tax Capacity and/or Total Area.
 - (1) Fifty percent of all capital costs or the financing thereof will 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 will 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 Voting Commissioners 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) Credits to any Member for lands acquired by said Member to pond or store storm and surface water will be allowed against costs set forth in subsections (c)(1), (c)(2) and (c)(3) of this section.

SECTION VI MISCELLANEOUS PROVISIONS

6.1 Term. This Agreement is effective as of January 1, 2025 and will remain in effect until January 1, 2033 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.

6.2 Liability. For the avoidance of doubt, the Commission is considered a single governmental unit for purposes of total liability for damages pursuant to Minn. Stat. § 471.59, subd. 1a(b).

6.3 Termination. This Agreement may be terminated prior to January 1, 2033, by the unanimous consent of the Members. If the Agreement is to be so terminated, a notice of the intent to dissolve the Commission must be sent to BWSR and Hennepin County at least 90 days prior to the date of dissolution.

6.4 Dissolution. In addition to the manner provided in section 6.3 for terminating this Agreement, any Member may petition the Board to dissolve the Agreement. Following such petition, and upon 90 days' notice in writing to the clerk of each Member and to BWSR and Hennepin County, the Board will hold a public hearing and upon a favorable vote by a majority of Voting Commissioners, the Board may by resolution recommend that the Commission be dissolved. Said resolution will then be submitted to each Member and if ratified by three-fourths of the governing bodies of all Members within 60 days, said Board must dissolve the Commission, allowing a reasonable time to complete work in progress and to dispose of personal property owned by the Commission.

6.5 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 will be sold and the proceeds thereof, together with monies on hand, will be distributed to the Members of the Commission. Such distribution of Commission assets will be made in proportion to the total contribution to the Commission as required by the last annual budget.

[signature pages to follow]

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 CRYSTAL

By: _____

Its: _____

By: _____

Its: _____

Date: _____

CITY OF GOLDEN VALLEY

By: _____

Its: _____

By: _____

Its: _____

Date: _____

CITY OF MEDICINE LAKE

By: _____

Its: _____

By: _____

Its: _____

Date: _____

CITY OF MINNEAPOLIS

By: _____

Its: _____

By: _____

Its: _____

Date: _____

CITY OF MINNETONKA

By: _____

Its: _____

By: _____

Its: _____

Date: _____

CITY OF NEW HOPE

By: _____

Its: _____

By: _____

Its: _____

Date: _____

CITY OF PLYMOUTH

By: _____

Its: _____

By: _____

Its: _____

Date: _____

CITY OF ROBBINSDALE

By: _____

Its: _____

By: _____

Its: _____

Date: _____

CITY OF ST. LOUIS PARK

By: _____

Its: _____

By: _____

Its: _____

Date: _____

TO: Mayor and City Council
PREPARED BY: Tim Sandvik, City Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: October 1, 2024
RE: Robbinsdale Area Schools - School Resource Officer Contract

Background:

Since 1985 the Robbinsdale Police Department has had an officer in the schools either through the D.A.R.E. Program or a School Resource Officer (SRO). As physical crimes, medical situations, and safety concerns continue to be a challenge in the schools it is imperative to support our schools with a School Resource Officer.

Analysis:

Each member of the Robbinsdale Police Department command staff has been a school resource officer during their time as police officers. The assignment as an SRO provides a growth opportunity for the officer. As an SRO, you conduct business in a different manner. SROs learn to interact with youth, parents and school staff in a more informal manner and often solve issues informally.

SROs often interact in positive manners with those who are typically underserved. SROs, due to familiarity and interactions, often create bonds with students and staff that transcends outside of the classroom and into the community. It is not uncommon for former students to call their old SRO when they are in a bad situation or need advice.

If a crisis does arise in the school, we have an officer in the building to begin to deal with it and direct additional responding units, whether it is other officers or medical personnel, on where to go and what needs to be done. We expect our SRO to lead by example. We demand professional yet compassionate behavior of our officers. The students and staff are watching everything. The SRO has the opportunity to be a role model that some of our youth need. In fact, one of the Robbinsdale Police Captains was so influenced by the work done by the SRO in his middle school, he decided to become an officer.

The SRO Program has so many positive impacts on all of the school district stakeholders, staff would like to request that the city signs the SRO contract, as negotiated by the School District and city staff (including the Police Chief and City Attorney) for the 2024-2025 school year.

Recommendation:

Authorize the Mayor and City Manager to execute SCHOOL RESOURCE OFFICER AGREEMENT BY AND BETWEEN THE INDEPENDENT SCHOOL DISTRICT 281 AND THE CITY OF ROBBINSDALE.

Attachments:

1. 24-25 SRO Contract Robbinsdale-CLEAN

SCHOOL RESOURCE OFFICER AGREEMENT BY AND BETWEEN THE INDEPENDENT SCHOOL DISTRICT 281 AND THE CITY OF ROBBINSDALE

THIS SCHOOL RESOURCE OFFICER AGREEMENT (“**Agreement**”) is made by and between the INDEPENDENT SCHOOL DISTRICT 281, a Minnesota school district, (“**School District**”) and the CITY OF ROBBINSDALE a Minnesota municipal corporation (“**City**”). The District and City may be identified individually as a “Party” or collectively as the “Parties.”

Recitals

A. Independent School District 281 and the City desire the creation of a high-quality learning environment for students, staff and families. As such, we are entering into this agreement to engage the services of a school resource officer (“**SRO**”) from the City’s police department. While this Agreement refers to a single SRO, more than one SRO may be provided and the terms of this Agreement shall apply to each such SRO.

B. The Safe Schools Levy provides monetary funds to school districts to hire school resource officers to help address safety related issues within schools.

C. To that end, the School District desires to obtain the services of, and the City agrees to provide, SRO(s) in accordance with the terms and conditions of this Agreement.

Agreement

In consideration of the terms and conditions contained herein, the Parties hereby agree as follows:

1. SRO SERVICES. The City agrees to provide the School District a SRO to provide services at the school identified herein, and the School District agrees to provide funding for the SRO, in accordance with the terms and conditions of this Agreement.

2. TERM. The Term of this Agreement shall be for a ten month period from September 3, 2024 to June 4, 2025.

3. TERMINATION. Either Party may terminate this Agreement upon a sixty (60) days written notice to the other of such termination. In the event of a termination, any payments due to the City shall be prorated based on the period of SRO services provided.

4. LEVY. The School District will levy the maximum amount permitted by law to the property tax payers in the School District to help fund the SRO position.

5. PROGRAM FUNDING. The School District will meet with the Chief Law Enforcement Officer, or designee, of the City to discuss the allocation of available funds to support the SRO services. The City will invoice the School District for the first half of the payment on January 1 and for the second half of the payment on June 30. The funding the School District shall provide to the City for the 2024-2025 school year will be \$56,627.00 per full time equivalent (“**FTE**”)

SRO provided by the City (“**FTE Funding**”). Pursuant to paragraph 7, the City will document all days the SRO is not on site and discount the first or second half payment at a rate of \$339.08 per day. Notwithstanding the termination provision contained herein, the City may terminate this Agreement upon ten (10) days written notice of termination to the School District if the City determines the School District does not have sufficient funds to pay the FTE Funding.

6. SCHOOLS SERVED. Robbinsdale Middle School, 3730 Toledo Avenue N., Robbinsdale, MN 55422(“**School**”) will receive SRO services under this Agreement.

7. NUMBER OF SROs. The City will assign one (1) FTE police officer to serve as the SRO at the School during the regular school year. The City will work collaboratively with the school district to determine which of its police officers to assign to serve as the SRO under this Agreement. The number of police officers serving in the SRO position at the School may be modified at any time upon the written agreement of the City and the School District. The provision of all such SRO(s) shall be subject to the terms and conditions of this Agreement. The School District agrees to pay the City the FTE Funding amount for each FTE SRO provided at the School. There will be no SRO(s) when the school district is in e- learning at any of the schools. No payments will be made to the cities when SRO(s) are not on site.

8. RELATIONSHIP OF THE PARTIES. The SRO(s) assigned to the School District is an employee of the City and will not be considered an employee of the School District. The SRO) will be subject to the control, supervision, policies, procedures, and general orders of the City and its Police Department as well as the policies and procedures of Independent School District 281. At all times, the SRO(s) will be considered law enforcement for the purposes where the law requires school districts to make referrals to law enforcement. It is agreed that nothing contained in this Agreement is intended or should be construed in any manner as creating or establishing a partnership or joint venture between the Parties. Neither party agrees to accept responsibility for the acts of the other Party or of the other Party’s officers, personnel, employees, agents, contractors, or servants. Any claims arising out of the employment or alleged employment, including without limitation claims of discrimination, by or against a Party’s officers, personnel, employees, agents, contractors, or servants will in no way be the responsibility of the other Party. Neither Party will have any authority to bind the other by or with any contract or agreement, nor to impose any liability upon the other. All acts and contracts of each Party will be in its own name and not in the name of the other, unless otherwise provided herein.

9. COMPENSATION TO SRO. The City will be responsible for all payments regarding compensation, benefits, pension plans and withholdings for its officer(s) serving as the SRO(s) at the School. The Parties will, except as provided herein, act in their individual capacities and not as agents, employees, partners, joint ventures or associates of the other. Neither of the Parties, nor its personnel, employees, agents, contractors, or servants, shall be entitled to any benefits of the other. The Parties will not provide any insurance coverage to the other or their employees including, but not limited to, workers’ compensation insurance. Each Party will pay all wages, salaries and other amounts due its employees and will be responsible for all reports, obligations, and payments pertaining to social security taxation, income tax withholding, workers’ compensation, unemployment compensation, group insurance coverage, collective bargaining agreements or any other such similar matters.

10. DUTIES AND EVALUATION OF THE OFFICER. The law enforcement services provided to the School District by the SRO(s) will be at the sole discretion of the City. Officer standards of performance, conduct and discipline of the officer, performance reviews and other internal matters related to the SRO(s) services shall be under the authority of the City. Time spent by the SRO(s) in excess of eight (8) hours in a day in the performance of SRO duties at the School will be on a specific, case-by-case basis requiring the advance approval of the City and the School District. The City retains the authority to recall the SRO(s) if the person is needed to respond to an emergency occurring off of School grounds.

11. DUTIES:

(a) A school resource officer's contractual duties with a school district or charter school shall include:

- (1) fostering a positive school climate through relationship building and open communication;
- (2) protecting students, staff, and visitors to the school grounds from criminal activity;
- (3) serving as a liaison from law enforcement to school officials;
- (4) providing advice on safety drills;
- (5) identifying vulnerabilities in school facilities and safety protocols;
- (6) educating and advising students and staff on law enforcement topics; and
- (7) enforcement of criminal laws.

(b) A school district or charter school may contract with a school resource officer's employer for the officer to perform additional duties to those described in paragraph (a).

(c) A school resource officer must **not** use force or the authority of their office solely to enforce school rules or policies or participate in the enforcement of discipline for violations of school rules.

(d) Nothing in this subdivision limits any other duty or responsibility imposed on peace officers; limits the expectation that peace officers will exercise professional judgment and discretion to protect the health, safety, and general welfare of the public when carrying out their duties; or creates a duty for school resource officers to protect students, staff, or others on school grounds that is different from the duty to protect the public as a whole.

(e) To the extent possible and consistent with other responsibilities, the SRO will wear appropriate civilian attire while working at the School.

(f) Speak to and provide curriculum support for classrooms on age appropriate subjects to present to School students as requested by School administration.

(g) It is required of Independent School District 281 to have any School Resource Officer participate in school diversion efforts, which are in alignment with our District Discipline Policy.

12. STUDENT DISCIPLINE. The SRO(s) will not recommend, determine or provide input on student discipline by the School. The SRO is not responsible for responding to any situation that other school personnel can adequately handle. The Parties understand and agree incidents such as disorderly conduct, bullying, cyberbullying, disruption of school assembly or activities, profanity, dress code, and fighting that does not involve physical injury or a weapon, shall be considered School discipline issues to be handled by other School officials, unless the presence of the SRO(s) are necessary to protect the physical safety of students, school personnel, or public. Nothing in this Agreement prevents or limits the authority of the SRO(s) to exercise his or her duties as a law enforcement officer regardless of whether the exercise of those duties occurs on or off School grounds.

13. ACCESS TO EDUCATIONAL DATA. The Parties are subject to the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13, and the School District is subject to the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g (“**FERPA**”). The SRO position is **not** a designated “school official” with regard to the FERPA while under contract and providing SRO services to the School District. The City agrees to comply with the requirements of FERPA to the extent its police officer serving as the SRO obtains data from the School District subject to FERPA.

14. PUBLIC DATA. School District officials will allow the SRO(s) to inspect and copy any public records maintained by the School District to the extent allowed by law.

15. PRIVATE EDUCATIONAL DATA. If information in a student’s record is needed in an emergency to protect the health or safety of the student or other individuals, School District officials will disclose to the SRO(s) the information needed to respond to the emergency situation based upon the seriousness of the threat to someone’s health or safety, the need of the information in order to meet the emergency situation, and the extent to which time is of the essence. If student record information is needed by an SRO, but no emergency situation exists, the information may be released only as allowed by law.

16. ADDITIONAL OFFICER DUTIES. The SRO(s) will respond to emergency calls, attend police training, and any other special duties as assigned by the City while fulfilling the SRO requirements under this Agreement.

17. TRAINING. The School District agrees to provide the following training at its own cost.

Role of the SRO(s). The School District will provide training to School personnel regarding the appropriate role of the SRO(s) and when personnel may request help from the SRO(s). The training will also emphasize that personnel are not to refer students to law enforcement because of conduct in the classroom unless the presence of the SRO(s) is necessary to protect the physical safety of students, school personnel, or public.

18. OFFICER SUPPLIES AND EQUIPMENT. The School shall not be required to provide the SRO(s) any clothing, uniforms, vehicles, or other equipment necessary to perform the required duties under this Agreement.

19. INDEMNIFICATION. Each Party shall be responsible for its own acts and omissions and the results thereof to the greatest extent authorized by law. Neither Party agrees to accept the liability of the other. Each Party agrees to defend, indemnify and hold the other harmless from any and all liability, claims, causes of action, judgments, damages, losses, costs, or expenses, including reasonable attorney's fees, directly resulting from the indemnifying Party's own negligent actions or inactions, or the negligent actions or inactions of the indemnifying Party's employees and officers. The Party seeking to be indemnified and defended shall provide timely notice to the others when the claim is brought. The Party undertaking the defense shall retain all rights and defenses available to the indemnified Party and no immunities or limitations on liability are hereby waived that are otherwise available to either Party.

20. NONDISCRIMINATION. Both Parties agree they will not discriminate against any employee or applicant for employment to be employed in the performance of this Agreement with respect to hire, tenure, terms, conditions, or privileges of employment because of the race, color, religion, sex, disability, or national origin or similarly protected statues of the employee or applicant. Neither Party will, in the performance of this Agreement, discriminate or permit discrimination in violation of federal or state laws or local ordinances.

21. NOTICE. Any notice, demand, request or other communication that may or will be given or served by the Parties, will be deemed to have been given or served on the date the same is deposited in the United States mail, registered or certified postage prepaid and addressed as follows:

If to the City:	If to the School District:
Patrick Foley Police Chief Robbinsdale Police Department 4101 Hubbard Avenue N. Robbinsdale, MN 55422	Bo Powell Director of Security 4148 Winnetka Avenue North New Hope, MN 55427

22. APPLICABLE LAW. The Parties to this Agreement will comply with all applicable federal, state, and local laws, rules, regulations, and ordinances in the performance of their respective obligations under this Agreement. Minnesota law will govern the terms and the performance under this Agreement.

23. ENTIRE AGREEMENT; AMENDMENTS. This Agreement, including the recitals which are incorporated herein, constitutes the entire agreement between the Parties and no other agreement prior to this Agreement or contemporaneous to this Agreement will be effective except

as expressly set forth or incorporated in this Agreement. Any purported amendment to this Agreement will not be effective unless it is set forth in writing and executed by both Parties.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed by their respective duly authorized officers effective as of the date indicated above.

CITY OF ROBBINSDALE

INDEPENDENT SCHOOL DISTRICT 281

By _____
Mayor

By _____
Chief Financial Officer

By _____
City Manager



TO: Mayor and City Council
PREPARED BY: Tim Sandvik, City Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: October 1, 2024
RE: Growth Through Opportunity - Empower Inclusion

Background:

Empower Inclusion provides support to individuals with disabilities as they identify and pursue their employment related goals.

Analysis:

City staff began discussing opportunities through with Empower Inclusion staff, and heard about the program - Growth Through Opportunity.

After identifying potential work for an eight week program, two days a week at four hours per day, the group interviewed candidates for the program with the City of Robbinsdale.

Today, marked the first day of Terrance's internship with the City of Robbinsdale, and we would like to welcome Terrance to the team!

Terrance O'Brien is an energetic, and involved young man. He has been a busser at Red Robin Restaurant, volunteered at several different venues, and participates in many sports. Currently, he is active at Gigi's Playhouse, and the Special Olympics. He bowls, plays basketball and hockey. He recently pulled a plane as a local fundraiser for his team. Terrance's hobbies are movies, music, and playing video games.

Recommendation:

NA

Attachments:

None

Presentation

Representative Omar



Introducing Dr. Teri Staloch

Superintendent
Robbinsdale Area Schools



Teri_Staloch@rdale.org | 763-504-8012

Our mission

*The mission of
Robbinsdale Area Schools
is to inspire and educate
all learners to develop
their unique potential and
positively contribute to
their community.*



Who am I?





ROBBINSDALE
Area Schools

Who am I?





ROBBINSDALE
Area Schools

Who am I?





ROBBINSDALE
Area Schools

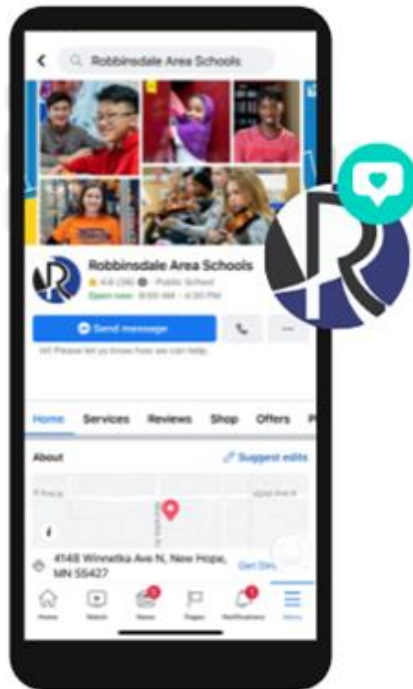
Who am I?



Learn more about me

Find us on:

-  Facebook
-  Instagram
-  YouTube
-  LinkedIn



Roots go back to 1865



1890: Parker School Robbinsdale



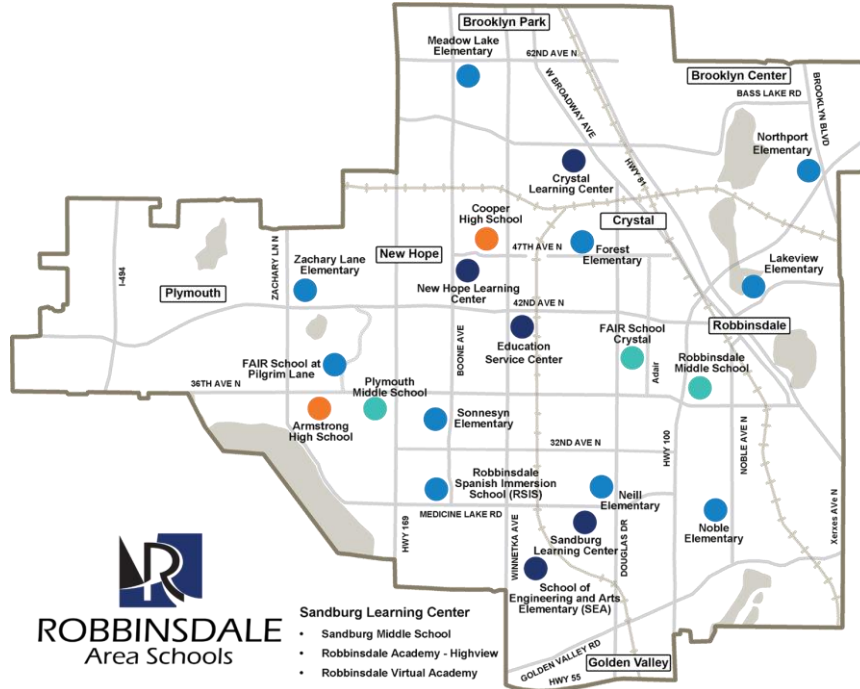
1913: Robbinsdale Public Schools



We are Rdale!



A Community of seven cities



Serving the communities of:

- **Brooklyn Center**
- **Brooklyn Park**
- **Crystal**
- **Golden Valley**
- **New Hope**
- **Plymouth**
- **Robbinsdale**

Our students

2023-24 ENROLLMENT

10,321



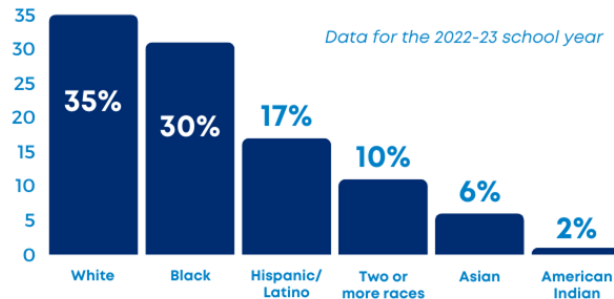
Enrollment numbers reported to MDE, Oct. 1, 2023

2022 GRADUATION RATE

84.6%

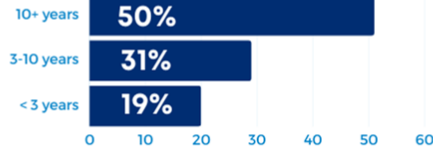
Graduation data from MDE, April 25, 2023

DEMOGRAPHIC PROFILE



Our teachers and programs

EXPERIENCED TEACHERS



R PATHWAYS

R Pathways offer unique career and college pathways that prepare students for life beyond school.

Upon completion of certain pathways, students have the opportunity to gain industry certifications for future employment.



SERVING ALL LEARNERS

11

ELEMENTARY
SCHOOLS

4

MIDDLE
SCHOOLS

4

HIGH
SCHOOLS

2

LEARNING
CENTERS

1

4-12 VIRTUAL
ACADEMY

Programming:

- *Preschool*
- *School-age childcare*
- *K-12 education*
- *Community Education*
- *Adult Basic Education*



Summer offerings include:

- CDF Freedom Schools (K-8)
- Camp-like summer school (K-5 and 6-8)
- Summer enrichment classes



ROBBINSDALE
Area Schools

We are Rdale





ROBBINSDALE
Area Schools

We are Rdale



We are Rdale



Strategic Plan



STRATEGIC PLAN

MISSION

The mission of **Robbinsdale Area Schools** is to inspire and educate all learners to develop their unique potential and positively contribute to their community.

STRATEGIC THEMES

District priority work and goals focused on strategic themes will help achieve our mission for each student.

- A Academic Achievement**
- B Student Engagement and Wellness**
- C Collaboration and Partnerships**
- D Staff Investment and Impact**

DISTRICT VISION

-  Robbinsdale Area Schools is committed to ensuring **every student** graduates career, articulated skilled trades and college ready.
-  We believe each student has **limitless possibilities** and we strive to **ignite the potential** in every student.
-  We expect **high intellectual performance** from all our students.
-  We are committed to **ensuring an equitable and respectful educational experience** for every student, family and staff member.

PRIORITY OUTCOMES GROUNDED IN EQUITY

- **Improve achievement** for students of color
- All students are **ready for school**
- **Every child** reading at or above grade-level
- Academic and social-emotional growth in **middle grades**
- **Student engagement** in school and learning
- Student **support** from families to learn and achieve
- Clear path and **readiness for career, college and life**

Believe. Belong. Become.



STRATEGIC PLAN

2024-25 PRIORITIES

- A Academic Achievement**
 - Enhance cultural relevance of curriculum for students
 - Enhance an equitable learning system from early childhood to adults
 - Deepen preparation for life, college and career
- B Student Engagement and Wellness**
 - Improve student-staff connection
 - Strengthen practices around student, staff, and school safety
- C Collaboration and Partnerships**
 - Strengthen mutual communication and responsiveness with all stakeholders
 - Expand equitable inclusion and influence of student, family, staff, and community voice
- D Staff Investment and Impact**
 - Cultivate the district culture to be inclusive, supportive, and welcoming
 - Increase consistency and accountability for common district practices

Believe. Belong. Become.

Theme for 2024-25

It's time to (Re)Discover Rdale!

Rediscover:

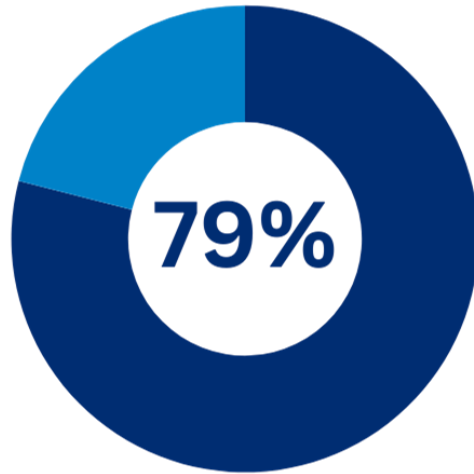
- An engaged school experience
- The joy in learning and teaching
- Talents and passions
- Friends, colleagues, families and OUR community

Believe. Belong. Become.

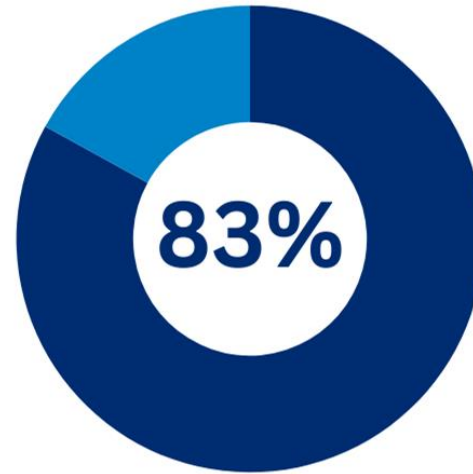
- Rediscover believing in yourself
- Rediscover belonging to a school community
- Rediscover becoming anything you want to be



Strong community support



Rate the quality of education
in Rdale as **good or excellent**



Believes Rdale meets the learning
needs of **all or most** students

According to 2024 Morris Leatherman Community Survey

Committed to doing even better



Technology levy renewal

Technology for learning, safety and support *2024 Capital Projects Technology Levy Renewal*

On **Nov. 5**, voters are being asked to consider renewing the **Capital Projects Technology Levy**, which the community first supported in 2014.



Rdale proposes to keep the **tax rate the same**, meaning there will be no increase or decrease to taxes unless one's property values change.



Proposed cost and tax impact

- The tax rate of 4.207%
WILL NOT CHANGE
- The renewal will keep the tax rate the same, meaning there will be **no increase or decrease in taxes** should this be approved unless the property value changes.



Technology levy renewal

What will a levy renewal provide?

- **Technology for Learning**
- **Technology for Safer Schools**
- **Technology to Support Staff**



If it's not approved?

If the levy renewal is not approved

- It will require shifting approximately **\$7 million** of current technology expenses to the general fund.
- Moving the district's technology budget to the general fund will **reduce funding for programs and staff.**
- Those reductions would be **in addition** to the \$17.4 million that was reduced this school year.





ROBBINSDALE
Area Schools

Our mission



Our mission





Questions?



rdale.org/LevyRenewal2024



referendum@rdale.org



763-504-8000



TO: Mayor and City Council
PREPARED BY: Sherry O'Donnell, Admin Support/Deputy City Clerk
APPROVED BY: Tim Sandvik, City Manager
DATE: October 1, 2024
RE: On-Sale Wine License w/ Sunday Sales for Taqueria El Parian

Background:

Taqueria El Parian, LLC, dba Taqueria El Parian, 4080 West Broadway, Suite 129, submitted an application for an On-Sale Wine license w/ Sunday Sales, and a restaurant license. The public hearing notice was published in the Sun Post on September 19, 2024.

Analysis:

A background investigation was completed, and the Police Chief approved the on-sale wine license w/ Sunday sales application.

Per the owner, Jose Rodriguez Alvarez, there is no major remodeling planned. The Building Official and Community Development Department have been communicating with the new business owner, and his consultant, and note the following outstanding requirements to be met:

1. An interior plan is still needed for occupancy permit and other occupancy code standards.
2. Parking requirements must be met.
3. All exterior permanent and temporary signs and banners require permits.
4. SAC determination letter required from Met Council.
5. MN Department of Health approval letter required.
6. Type 1 hood inspection required and approved by the Building Official and Fire Marshal.
7. Final inspection by Building Official and Fire Marshal required in order to issue Certificate of Occupancy Permit, which is required to open and operate.

The current certificate of insurance is on file. A bond is required for this type of liquor license and has not yet been received.

City staff will submit the appropriate liquor license paperwork to the Minnesota Department of Public Safety Alcohol Enforcement Division after Council approval.

Recommendation:

RECOMMENDATION:

1. Hold the public hearing and consider testimony from the public.
2. By motion, approve the issuance of the On-Sale Wine License w/ Sunday Sales, and a restaurant license, to Taqueria El Parian, LLC, dba Taqueria El Parian, 4080 West Broadway, Suite 129, if all requirements are satisfied.

Attachments:

None

TO: Mayor and City Council
PREPARED BY: Tim Sandvik, City Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: October 1, 2024
RE: Consider Municipal Consent for Blue Line Extension Light Rail

Background:

Following months of discussion related to Municipal Consent for the Blue Line Light Rail Extension, the City Council hosted an Open House on August 21, 2024, and a Public Hearing on September 3, 2024. Further, staff have provided information collected through email and an online survey (all information is available on the City website). Council further discussed Municipal Consent at the September 10, 2024 City Council Work Session

Analysis:

The City Council, City staff, and project office continue to have good dialogue. The Project Office prepared a letter Friday, September 13th for the September 17th, 2024 Council meeting - and prior to that, the project office provided formal responses related to elevated structure and the parking facility in late August 2024. Ultimately, at the September 17th, 2024 Council meeting, Council tabled the item, and requested more information from the Project Office.

Most recently, the Project Office provided feedback on September 25th - in total, more than 450 pages. This feedback was to be discussed at a Special Work Session on October 1, 2024 at 5pm.

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. A legal opinion from Counsel confirming this is attached.

Attached to this item are two DRAFT resolutions - one affirming municipal consent, one denying municipal consent.

Recommendation:

Consider, motion, and approve one of two DRAFT resolutions, with or without updates.

Attachments:

1. DOCS-#232626-v1-
Blue_Line_Resolution_Denying_Municipal_Consent_(Robbinsdale)_2024-09-12
2. DOCS-#232831-v1-
Blue_Line_Resolution_Approving_Municipal_Consent_(Robbinsdale)_ (002)
3. Exhibit A Approval Resolution

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 17th day of September 2024.

RESOLUTION NO. _____

A RESOLUTION DENYING MUNICIPAL CONSENT FOR THE BLUE LINE LIGHT RAIL EXTENSION

WHEREAS, pursuant to Minnesota Statutes Section 473.3994, the City of Robbinsdale (the City) has the opportunity to review Preliminary (30% engineered) Physical Design Plans for the Blue Line Light Rail Extension project (the Plans), and is required to hold a public hearing regarding those Plans; and

WHEREAS, following the City's review and the public hearing, the City is required to approve or disapprove the Plans, also known as Municipal Consent; and

WHEREAS, if the City disapproves of the Plans and denies Municipal Consent, the City must describe specific amendments to the Plans that, if adopted, would cause the local unit to withdraw its disapproval; and

WHEREAS, the City held the public hearing on September 3, 2024, where members of the community provided input regarding the Plans; and

WHEREAS, in addition to the public hearing, the City has gathered public input through public meetings, email, an online survey, and an Open House on August 21, 2024, and has continued to communicate questions, comments, and concerns with elected officials and staff from the Metropolitan Council (Met Council) and Hennepin County; and

WHEREAS, based on the City's review and public input, the City identified several significant design issues related to safety concerns for pedestrians and vehicles in the corridor and in the area of the parking structure; traffic management and redirection; station design; and financial concerns; and

WHEREAS, the City has identified specific modifications to the Plans to address the identified design issues; and

WHEREAS, in addition to the design issues, the City has identified other significant priorities not directly related to the Plans, which will require resolution as the project goes forward.

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

1. The City Council disapproves the Plans and denies Municipal Consent to the Blue Line Light Rail Extension pursuant to Minnesota Statutes Section 473.3994.
2. The City Council would consider withdrawing this disapproval if the Plans are amended as follows:
 - a. To address concerns related to east/west travel for pedestrians and vehicle traffic, on at least 42nd Avenue North and 41st Avenue North on Highway 81 (Bottineau

Boulevard), the Plans should be amended to include an elevated structure, or significantly enhanced intersection design with pedestrian safety protocols. If the elevated structure is not included in the Plans, the Plans should be modified to relocate the station currently proposed in the location south of 40th Avenue to a new location north of 40th Avenue.

- b. To address concerns related to the parking structure proposed at the northwest corner of Highway 81 and 40th Avenue North regarding the size of the structure, public safety concerns in the vicinity of the structure, and redirection of vehicle and bus traffic to adjacent residential streets, the Plans should be amended to:
 - i. right-size the structure for the projected ridership so that it is not too large and therefore partially unused;
 - ii. direct all ingress and egress of vehicle and bus access into and out of the structure so as to limit vehicle and bus traffic on adjacent residential streets.
 - c. To address concerns related to the Project's impact of access to and from North Memorial Hospital, which could result in delays to emergency care of patients brought by public safety personnel as well as the 20,000 individuals who arrive in private vehicles annually; and related to concerns about protecting safety and accessibility in the vicinity of the Lowry Avenue Station; and related to the Project's impact on Air Care Operations, the Plans should be amended to:
 - i. indicate traffic control measures to mitigate issues of interaction of emergency vehicles, private vehicles, and Air Care Operations;
 - ii. indicate modifications to the station area and platform to increase public safety and accessibility to and from North Memorial Hospital.
 - d. To address concerns related to the diversion of significant amounts of traffic onto West Broadway, which will increase risks to pedestrian and bicycle traffic and will accelerate the deterioration of the condition of West Broadway, the Plans should be amended to include a full reconstruct (under direction of the Robbinsdale City Engineer) of West Broadway, north of 42nd Avenue North.
 - e. To address concerns related to public safety at the LRT Station areas, the Plans should be amended to include the installation of turnstiles and/or other ticketing mechanisms at all station platforms.
3. To address additional concerns identified by the City, the seeks continue work by the City, Met Council, and Hennepin County regarding the following:
- a. Dedication of direct resources to the City for Anti-Displacement requirements to serve residents and businesses in the immediate corridor and watershed of the Project.

Such Anti-Displacement resources should reflect the City's proportionate share of the Project and should be allocated fairly among cities within the Project route.

- b. Provision by the Met Council to the City of rider data that was used to determine the number of parking stalls to be built in the parking structure.
- c. A Memorandum of Understanding (MOU) addressing Public Safety in and near the parking garage, and on and near the train(s) and station platforms. Such MOU shall include a commitment to roles and responsibilities of the Metro Transit Police Department. Such Public Safety MOU also shall include a provision that memorializes verbal representation from Project staff to the City committing to the establishment of a substation of the Metro Transit Police Department at the parking garage.
- d. An MOU outlining measures to be taken by the Met Council for ongoing communications with the City of Robbinsdale, including residents, owners, businesses, and workers in the immediate corridor, regarding all activity and impacts of the project during construction through the commencement of operations and revenue service of the Line.
- e. An MOU outlining how Public Safety officials, including but not limited to Robbinsdale Police Department and Robbinsdale Fire Department, will receive appropriate training and equipment for calls unique to a Light Rail system.
- f. A three-party MOU between the City, Met Council, and Hennepin County to address maintenance issues, including snow plowing/storage/removal.
- g. A three-party MOU between the City, Met Council, and Hennepin County, or a detailed landscaping plan regarding vegetation and lighting throughout the corridor. Such MOU or landscaping plan must commit Met Council and Hennepin County to practices that promote sustainability, including a no-net-loss (with a preference for increase) in vegetation near the Project, all lighting installed use LEDs, and consideration of Dark Sky Compliance where appropriate.
- h. An MOU committing to continued work to address increased intermittent noise, including options for mitigation, regardless of the findings of the SEIS.
- i. Project reimbursement to the City for the City's share of the cost for all right-of-way acquisition that was a part of the Highway 81 reconstruction in 2005-2008.
- j. Project reimbursement to the City in the form of a Payment in Lieu of Taxes (PILT) that will result from the loss of taxable property due to the parking structure being built on the northwest corner of 40th Avenue North and Highway 81, in the amount of a same or similar project along the corridor. This loss of property tax revenue

would also be offset by the Project including the reconstruction of 40th Avenue North from Highway 81 to Hubbard Avenue North.

- k. The Met Council and Hennepin County agree to cover all costs for any required enhancement of existing and new utilities that have enhancement required due to the Project.

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 17th DAY OF SEPTEMBER 2024.

William A. Blonigan, Mayor

ATTEST:

Chase Peterson-Etem, City Clerk

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 1st day of October 2024.

RESOLUTION NO. _____

A RESOLUTION PROVIDING MUNICIPAL CONSENT FOR THE BLUE LINE LIGHT RAIL EXTENSION

WHEREAS, pursuant to Minnesota Statutes Section 473.3994, the City of Robbinsdale (the City) has the opportunity to review Preliminary (30% engineered) Physical Design Plans (the Plans) for the Blue Line Light Rail Extension Project (the Project), and is required to hold a public hearing regarding those Plans; and

WHEREAS, following the City's review and the public hearing, the City is required to approve or disapprove the Plans, also known as Municipal Consent; and

WHEREAS, the City held the public hearing on September 3, 2024, where members of the community provided input regarding the Plans; and

WHEREAS, in addition to the public hearing, the City has gathered public input through public meetings, email, an online survey, and an Open House on August 21, 2024, and has continued to communicate questions, comments, and concerns with elected officials and staff from the Metropolitan Council (Met Council) and Hennepin County; and

WHEREAS, based on the City's review and public input, the City identified several significant design issues related to safety concerns for pedestrians and vehicles in the corridor and in the area of the parking structure; traffic management and redirection; station design; and financial concerns; and

WHEREAS, discussions among the Project, the City, and Hennepin County have resulted in certain commitments from the Project or Hennepin County, as applicable; and

WHEREAS, the City Council finds these commitments to be sufficient for the Project to develop into the next phase of design work and that the appropriate Municipal Consent action would be approval based on these commitments; and

WHEREAS, the City Council is generally supportive of the METRO Blue Line Extension Project.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Robbinsdale, Minnesota, elects to APPROVE the Plans in accordance with Minnesota Statutes Section 473.3994; and

BE IT FURTHER RESOLVED that the City Council approval of the Plans is based on the following commitments made by the Project or Hennepin County, as follows:

1. Overall Project Commitments: The Project has committed to resolving specific design issues, enumerated below, and as described in the September 25, 2024 letter from Interim Project Director Nick Thompson, attached to this Resolution as **EXHIBIT A**.
 - a. The Blue Line Extension Project commits to amending project design plans to significantly enhance intersection design with robust pedestrian safety measures at the intersections of West Broadway Avenue and 40th, 41st, and 42nd avenues. The

Projects also commit to relocating the Downtown Robbinsdale Station from its currently proposed location south of 40th Avenue to a new location north of 40th Avenue. These commitments will be reflected in 60% design plans. The pedestrian safety measures include:

- Designing roadway for reduced speed of County Road 81 through Downtown Robbinsdale. Recent studies show roadway speed is the main factor in pedestrian safety.
- Protective pedestrian bollards and concrete curbs in the middle of the roadway at 40th, 41st, 42nd avenues provide a physical barrier between vehicles and pedestrians crossing County Road 81.
- Fencing between light rail tracks deters dangerous mid-block crossings.
- Enhancing traffic signals with visual and auditory crossing countdown timers.
- Pedestrian signal timing will allow for adequate 'walk' and flashing 'don't walk' time for pedestrians to safely cross the entire width of County Road 81 in one cycle.
- Wider 12-foot wide, hi-visibility crosswalks to more clearly delineate pedestrian space and alert drivers to the potential presence of pedestrians.
- Enhanced pedestrian lighting levels.
- Narrow lane widths reduce the amount of time pedestrians are exposed to oncoming vehicle traffic while crossing by and adding protective pedestrian refuge spaces at either end of the station.
- Removal of 5 right turn lanes through Downtown Robbinsdale reduces vehicle-pedestrian conflict points.
- Enhancing pedestrian signage to alert turning vehicles to pedestrian presence.

- b. Relocation of the Downtown Robbinsdale Station North of 40th Avenue, for the following reasons:
 - i. Improved connections and access
 - ii. Reduced impacts to residential areas south of 40th
 - iii. Greater Opportunities for Redevelopment and Tax Base Growth
- c. The Blue Line Extension Project commits that the Downtown Robbinsdale park-and-ride and transit center building will include no more than 290 public parking spaces. The Project further commits that all bus traffic ingress and egress will be restricted to West Broadway, and all car ingress and egress will be restricted to Bottineau Boulevard. The Project also commits to inclusion of a Metro Transit Police substation within the park-and-ride. These commitments will be reflected in 60% design plans.
- d. The project will address concerns from North Memorial Hospital through the federal environmental review process, with specific binding mitigation measures to be included in the Supplemental Final Environmental Impact Statement.

- e. The Blue Line Extension Project commits to designing and constructing station platforms to be able to accommodate the potential future addition of turnstiles or other barricade designs at a later date. These designs will be developed in collaboration with the city through the station design process in 2025.
- 2. The Blue Line Extension Project has committed to funding a city staff position to serve as a project liaison during the pendency of the Project.
- 3. The Blue Line Extension Project will support conversations between the City and Hennepin County regarding the reconstruction of West Broadway outside the BLE project, as appropriate and helpful. The City welcomes Hennepin County's commitments to evaluate West Broadway for longer-term reconstruction consideration
- 4. Other Project Commitments outside of the Preliminary Design Review as follows:
 - a. Funding, resources and commitments to anti-displacement that are incorporated within the scope of the Blue Line Extension Project itself will be distributed equitably between cities according to the specific needs and impacts to residents and businesses within each city. The Project's specific anti-displacement commitments will be determined through the federal environmental process and published in the Supplemental Draft Environmental Impact Statement in mid-2025.
 - b. The Blue Line Extension Project will work to develop an MOU specifically related to the Downtown Robbinsdale Park-and-Ride. The Project previously committed to and is incorporating a Metro Transit Police substation in design plans for the Park-and-Ride and Transit Center in Downtown Robbinsdale. Transit police are most effective when they are actively patrolling station platforms and riding light rail vehicles. The Project will continue to develop specific agreements and share staffing details for the Robbinsdale Park-and-Ride and Transit Center as the project advances and as Metro Transit continues to implement its Safety and Security Action Plan that was previously shared with the City.
 - c. The Blue Line Extension Project will share future outreach, engagement, and communications plans as requested by the City of Robbinsdale as they are developed. The Project is committed to providing robust and inclusive outreach and communications to ensure all stakeholders are well informed regarding activity and impacts of the project leading up to and during construction. The Project will work with the City to continue to develop and refine current outreach and communications efforts as the project advances.
 - d. The Blue Line Extension Project will develop, in partnership with local emergency response departments, a Safety and Security Management Plan before revenue service begins. This document will detail strategies for organizing, controlling, and

influencing safety and security throughout the design, construction, procurement, testing, activation and acceptance of the Blue Line Extension. It will outline specific requirements to certify the Blue Line extension is safe and secure and will describe how these requirements will be implemented and overseen, as well as the management structure.

- e. Maintenance agreements will be developed with the City of Robbinsdale, Hennepin County, and Metro Transit before revenue service begins. These agreement swill cover a wide variety of maintenance issues, including snow removal and management, landscape maintenance, traffic control devices operations and maintenance, pedestrian and bicycle facilities maintenance and other roadway elements. The project will jointly work with the county to amend existing maintenance agreements, and develop a new agreement for maintenance of transit facilities.
- f. The Project commits to a no-net-loss in vegetation near the Project, that all lighting installed will use LEDs and meet Dark Sky compliance. The Project will also follow all city and county ordinances and relevant plans related to practices that promote sustainability. Specific landscaping and lighting plans will be developed collaboratively with the City of Robbinsdale through Design Resolution Team meetings.
- g. The Blue Line Extension Project is committed to continued study to address noise impacts during construction and during LRT operations, following guidance from the Federal Transit Administration regarding construction and operation noise. The National Environmental Protection Act requires the Project to evaluate and identify mitigation of noise and vibration impacts where required. The Project cannot commit to any measures beyond or “regardless” of findings of the environmental impact statement before the Supplemental Final Environmental Impact Statement is published, which is expected to be mid-2025. If after this document outlining specific commitments to address noise impacts is published, the City of Robbinsdale feels there remain unaddressed impacts, the Project will work with the City to document those impacts and determine appropriate action, including options for mitigation.
- h. The Blue Line Extension Project commits to reconstructing the 40th Avenue roadway from County Road 81 to Hubbard Avenue North.
- i. The Blue Line Extension Project commits to cover all costs associated with required public utility impacts and necessary improvements related to construction and operations of the Blue Line extension.

BE IT FURTHER RESOLVED that this resolution of approval is limited to the specific provisions of Minnesota Statutes Section 473.3994 and does limit or preclude the City from taking other actions within

its authority to ensure that the Project is built, operated, and maintained in a manner that enhances the quality of life for residents and businesses within the City of Robbinsdale.

PASSED AND ADOPTED BY THE CITY COUNCIL THIS 1ST DAY OF OCTOBER 2024.

William A. Blonigan, Mayor

ATTEST:

Chase Peterson-Etem, City Clerk

DRAFT



METRO Blue Line LRT Extension (BLE)

6465 Wayzata Boulevard, Suite 600, St. Louis Park, MN 55426 www.bluelineext.org

September 25, 2024

Tim Sandvik
City Manager, City of Robbinsdale
4100 Lakeview Ave N
Robbinsdale, MN 55422

Dear Mr. Sandvik,

On behalf of the Blue Line Extension Light Rail Transit Project, I thank you for your continued partnership in advancing this generational transportation investment to the benefit of Robbinsdale residents and our region. I believe strongly in the power of a shared vision for how this project can best serve Robbinsdale residents and how it can support the City's goals for the future. Your collaboration on key design items to date has helped establish the foundation for this shared vision. Our continued commitment to making this project the best it can be for Robbinsdale will continue to build and realize this shared vision.

I feel we have made significant progress in recent weeks to address Preliminary Design concerns of the city. This letter and attached materials detail specific commitments of the project to address priority concerns noted by the City related to your review and approval of the Preliminary Design Plans, including:

- Project plans will be amended to greatly enhance intersection design to maximize pedestrian safety across County Road 81 and move the Downtown Robbinsdale Station north of 40th.
- The size of the Robbinsdale park-and-ride building will be no more than 290 parking spaces.
- All park-and-ride bus traffic ingress and egress will be restricted to Bottineau Boulevard, and all car ingress and egress will be restricted to Bottineau Boulevard.
- A police substation will be included in the park-and-ride to support Metro Transit Police patrols of Robbinsdale transit services.
- The project will address concerns from North Memorial Hospital through the federal environmental review process, with specific binding mitigation measures to be included in the Supplemental Final Environmental Impact Statement.
- The project will continue to work closely with North Memorial and the City through ongoing station design work of the Lowry Avenue Station to address access and safety concerns.
- The project will support conversations between the City and Hennepin County regarding the reconstruction of West Broadway outside the BLE project, as appropriate and helpful.
- The project will design and construct station platforms to accommodate the potential future addition of turnstiles or other station barricades.

EXHIBIT A



METRO Blue Line LRT Extension (BLE)

6465 Wayzata Boulevard, Suite 600, St. Louis Park, MN 55426 www.bluelineext.org

Where these commitments pertain to a change in the physical design plans for the Project, they will be fully represented in 60% Design Plans provided to the City for official comment. These plans are currently expected to be published in early 2025.

In addition to the above commitments related directly to the City's discussion of physical design elements of the project, this letter also contains information and commitments related to the City's other stated priorities.

Additionally, if it is in the City's interest, I will also commit the Project to reimbursing a new full time City staff position or consultant role to serve as official liaison between the City and project. I believe this could further increase collaboration, communication, and shared decision-making. This person could have dedicated space at the Blue Line Extension project office and would be included in key project design meetings related to all work in Robbinsdale.

To ensure the Robbinsdale City Council continues to play an active role in project development moving forward, if it is agreeable to you, I would also be happy to commit to regular workshop sessions with the council. The Project Office would be willing to help staff them and provide any supporting materials that would be useful.

I consider these written commitments to be binding and encourage you to reference them in an approval resolution. As you know, the project is only at about 30% design and much work and opportunity remains for us to build and implement a shared vision for how to make this the best project it can be for Robbinsdale. An approval resolution from the City for the major physical design elements of the Preliminary Design Plans that also lists City priorities for future phases of the project will help us continue to move the project forward together efficiently and thoughtfully to ensure optimal design that best serves Robbinsdale for generations to come.

Below are direct responses to the specific items outlined in the City's draft resolution discussed at the City Council meeting held September 17, 2024.

Intersection design and station location

City Draft Resolution #2-a:

To address concerns related to east/west travel for pedestrians and vehicle traffic, on at least 42nd Avenue North and 41st Avenue North on Highway 81 (Bottineau Boulevard), the Plans should be amended to include an elevated structure, or significantly enhanced intersection design with pedestrian safety protocols. If the elevated structure is not included in the Plans, the Plans should be modified to relocate the station currently proposed in the location south of 40th Avenue to a new location north of 40th Avenue.

Project commitment:



METRO Blue Line LRT Extension (BLE)

6465 Wayzata Boulevard, Suite 600, St. Louis Park, MN 55426 www.bluelineext.org

The Blue Line Extension Project commits to amending project design plans to significantly enhance intersection design with robust pedestrian safety measures at the intersections of West Broadway Avenue and 40th, 41st, and 42nd avenues. The Projects also commit to relocating the Downtown Robbinsdale Station from its currently proposed location south of 40th Avenue to a new location north of 40th Avenue. These commitments will be reflected in 60% design plans.

Intersection design



Blue Line Extension Project staff remain steadfast in our commitment to providing the safest environment possible for all roadway and transit users, especially for pedestrians and bicyclists who currently experience significant safety challenges on County Road 81 through Downtown Robbinsdale. There are approximately 75 similar at-grade pedestrian crossings of signalized four lane roads on the current Light Rail Transit system, and project staff have a strong understanding of how to make these crossings as safe as possible.

While the current Preliminary Design Plans include pedestrian safety improvements, we are committed to continuing to work with you to consider and implement wherever feasible additional pedestrian safety measures up to and including continued exploration of a grade separated pedestrian crossing of County Road 81, if that is the desire of the City. While previous analysis has shown the topography to be challenging for a pedestrian bridge, project staff believe future development could make such a grade separated pedestrian crossing feasible.

Current pedestrian safety measures the project is committing to in the Preliminary Design Plans include:



METRO Blue Line LRT Extension (BLE)

6465 Wayzata Boulevard, Suite 600, St. Louis Park, MN 55426 www.bluelineext.org

- Designing roadway for reduced speed of County Road 81 through Downtown Robbinsdale. Recent studies show roadway speed is the main factor in pedestrian safety.
- Protective pedestrian bollards and concrete curbs in the middle of the roadway at 40th, 41st, 42nd avenues provide a physical barrier between vehicles and pedestrians crossing County Road 81.
- Fencing between light rail tracks deters dangerous mid-block crossings.
- Enhancing traffic signals with visual and auditory crossing countdown timers.
- Pedestrian signal timing will allow for adequate 'walk' and flashing 'don't walk' time for pedestrians to safely cross the entire width of County Road 81 in one cycle.
- Wider 12-foot wide, hi-visibility crosswalks to more clearly delineate pedestrian space and alert drivers to the potential presence of pedestrians.
- Enhanced pedestrian lighting levels.
- Narrow lane widths reduce the amount of time pedestrians are exposed to oncoming vehicle traffic while crossing by and adding protective pedestrian refuge spaces at either end of the station.
- Removal of 5 right turn lanes through Downtown Robbinsdale reduces vehicle-pedestrian conflict points.
- Enhancing pedestrian signage to alert turning vehicles to pedestrian presence.

Please find several exhibits attached that clearly identify and illustrate the specific robust pedestrian safety measures already included in the Preliminary Design Plans. These measures will promote a safer pedestrian environment than there is today. Additionally, the light rail will deter dangerous mid-block crossings on this stretch of road by providing a physical barrier such as fencing. Similar barriers significantly reduced mid-block crossings on other local light rail projects. These measures are currently included in the plans and additional measures can be added through future input from the City as design advances.

To better educate Robbinsdale residents about train safety, the Blue Line Extension Project also commits to conducting a train safety campaign before the light rail opens to build awareness and understanding of best practices and safety protocols.

Station location

Throughout several years of robust community engagement along the alignment, moving the Downtown Robbinsdale station north of 40th Avenue has been the most common point of feedback from Robbinsdale residents of all backgrounds by a significant margin. Residents have provided ample feedback about negative impacts to single-family homes, pedestrian access and safety, and highlighted many other benefits of and strong desire to move the station North of 40th Avenue. Blue Line Extension Project staff agree there are significant benefits to relocating the proposed station, including:

- Improved connections and access
 - Provides a faster connection between the train and transit center/park-and-ride with a shorter walking distance and one less road to cross
 - Makes it easier to access Robbinsdale businesses from light rail



METRO Blue Line LRT Extension (BLE)

6465 Wayzata Boulevard, Suite 600, St. Louis Park, MN 55426 www.bluelineext.org

- Adds an additional new pedestrian and bike crossing of County Road 81 at 40 ½ Avenue
- Provides more design flexibility for the intersection of County Road 81 at 39th Avenue, including better pedestrian crossings and improved safety
- Adds new amenity space at northeast corner of County Road 81 and 40th Avenue adjacent to the regional trail access point
- Reduced impacts to residential areas south of 40th
 - Places the station further away from single-family homes and residential neighborhoods
 - Reduces noise impacts and lighting impacts for the residential areas south of 40th Avenue
 - Reduces impact to parking lot at Robbins Landing, saving approximately 13 Parking spaces that would be otherwise eliminated with the station south of 40th
- Greater opportunities for redevelopment and tax base growth
 - Reduces need to acquire property from Elim Church, eliminating impacts to their proposed development, which the Church has characterized as making their project unfeasible
 - Enhances the potential for redevelopment north of 40th Avenue and potential growth to the tax base

For your reference, please find attached an exhibit that details amendments to be made to the Project Design Plans and officially incorporated into 60% Design plans, if the city chooses to direct the project to do so. Also attached is a letter from Elim Church's attorney communicating the inability of the Church to redevelop with the station South of 40th Avenue.

Park-and-ride

City Draft Resolution #2-b:

To address concerns related to the parking structure proposed at the northwest corner of Highway 81 and 40th Avenue North regarding the size of the structure, public safety concerns in the vicinity of the structure, and redirection of vehicle and bus traffic to adjacent residential streets, the Plans should be amended to:

- i. *right-size the structure for the projected ridership so that it is not too large and therefore partially unused;*
- ii. *direct all ingress and egress of vehicle and bus access into and out of the structure so as to limit vehicle and bus traffic on adjacent residential streets.*

Project Commitment:

The Blue Line Extension Project commits that the Downtown Robbinsdale park-and-ride and transit center building will include no more than 290 public parking spaces. The Project further commits that all bus traffic ingress and egress will be restricted to West Broadway, and all car ingress and egress



METRO Blue Line LRT Extension (BLE)

6465 Wayzata Boulevard, Suite 600, St. Louis Park, MN 55426 www.bluelineext.org

will be restricted to Bottineau Boulevard. The Project also commits to inclusion of a Metro Transit Police substation within the park-and-ride. These commitments will be reflected in 60% design plans.

While the final design for the Park-and-Ride and Transit Center is not complete, the Blue Line Extension Project commits that it will include no more than 290 parking spaces. I believe the rationale and data presented in the letter sent September 4 justifies this number as an appropriate size, however should conditions or thinking change, we remain open to discussions about reducing the size further, if warranted. Restricting all bus access to West Broadway Avenue will provide efficient and direct service for the many bus stops on West Broadway Avenue throughout Downtown Robbinsdale, reducing unnecessary bus traffic on side streets. Similarly, restricting car access to County Road 81, which is the main arterial route through Robbinsdale, will minimize unnecessary car traffic on local side streets.

Please find attached exhibits illustrating these commitments and conceptual architectural renderings of the Park-and-Ride and Transit Center.

Lowry Avenue Station

City Draft Resolution #2-c:

To address concerns related to the Project's impact of access to and from North Memorial Hospital, which could result in delays to emergency care of patients brough (sic) by public safety personnel as well as the 20,000 individuals who arrive in private vehicles annually; and related concerns about protecting safety and accessibility in the vicinity of the Lowry Avenue Station; and related to the Project's impact on Air Care Operations, the Plans should be amended to:

- i. indicate traffic control measures to mitigate issues of interaction of emergency vehicles, private vehicles, and Air Care Operations;*
- ii. indicate modifications to the station area and platform to increase public safety and accessibility to and from North Memorial Hospital.*

Project commitment:

The project will address concerns from North Memorial Hospital through the federal environmental review process, with specific binding mitigation measures to be included in the Supplemental Final Environmental Impact Statement.

North Memorial's concerns have been officially documented in the Supplemental Draft Environmental Impact Statement. Specific mitigation measures outlining how the project will address these concerns will be documented as binding commitments in the Supplemental Final Environmental Impact Statement expected to be finalized mid-2025 after another official public comment period. The Project can not commit to specific mitigation measures at this stage, as that must be formally done through the federal environmental process. At this stage all possible options to address North Memorial concerns are on the table.



METRO Blue Line LRT Extension (BLE)

6465 Wayzata Boulevard, Suite 600, St. Louis Park, MN 55426 www.bluelineext.org

The Project continues to be in close conversation with North Memorial Hospital related to their stated concerns with the Lowry Avenue station. The Project is leading a series of workshops to evaluate design options for this station, including traffic control measures and hospital access and safety. This work is part of a larger collaborative design process with North Memorial, Minneapolis Park and Recreation Board, the City of Robbinsdale and City of Minneapolis to continue to evaluate design options and details. This process is intended to address specific concerns and explore potential modifications or refinements to the station area and platform to increase public safety and accessibility to and from North Memorial, as well as measures to mitigate issues of interaction between emergency vehicles, private vehicles, and Air Care Operations.

If any major changes to the grade or location of the Lowry station result from this collaborative design process or environmental mitigation, the City of Robbinsdale would be required to officially approve such changes as part of final design plan review process.

West Broadway Avenue north of 42nd Avenue

City Draft Resolution #2-d:

To address concerns related to diversion of significant amounts of traffic onto West Broadway, which will increase risks to pedestrian and bicycle traffic and will accelerate the deterioration of the condition of West Broadway, the Plans should be amended to include a full reconstruct (under direction of the Robbinsdale City Engineer) of West Broadway, north of 42nd Avenue North.

Project response:

As previously communicated, reconstruction of West Broadway Avenue north of 42nd Avenue cannot be included in the Blue Line Extension Project because it is not eligible for federal transit funding. However, Hennepin County is actively collaborating with the City of Crystal about this same topic. County staff are currently completing the biennial evaluation of roadway projects as part of its five-year Transportation Capital Improvement Program, which includes the 4.2-mile segment along West Broadway Avenue between 42nd Avenue in Robbinsdale and Bottineau Boulevard, for the 2026-2030 Transportation CIP and associated Work Plan. The County has also committed to completing a feasibility study over the next 12 months of near-term multi-modal improvements for consideration between Lakeland Avenue, north of highway 100 and Welcome Avenue prior to reconstruction. County staff are exploring all options for funding, including county Road & Bridge, Transit and Mobility or Transportation Operations funding, as well as external grant opportunities. I encourage the City of Robbinsdale to reach out to Hennepin County Public Works leadership to actively participate in these ongoing discussions.

I have attached for your reference a letter sent by Hennepin County Public Works to the City of Crystal on September 19, 2024.

Turnstiles, public safety

City Draft Resolution #2-e:



METRO Blue Line LRT Extension (BLE)

6465 Wayzata Boulevard, Suite 600, St. Louis Park, MN 55426 www.bluelineext.org

To address concerns related to public safety at the LRT Station areas, the Plans should be amended to include the installation of turnstiles and/or other ticketing mechanisms at all station platforms.

Project commitment:

The Blue Line Extension Project commits to designing and constructing station platforms to be able to accommodate the potential future addition of turnstiles or other barricade designs at a later date. These designs will be developed in collaboration with the city through the station design process in 2025.

The subject of turnstiles or other forms of barricaded entry to light rail station platforms is currently under review by Metro Transit, which will release an in-depth report on the subject later this fall. This study will inform future decisions about station design for the Blue Line Extension that will be made in partnership with each city along the corridor as part of the station design process expected to begin in early 2025. I appreciate the concerns about safety and acknowledge that other metro systems have sought to address similar concerns by retrofitting existing stations with gated entry mechanisms. Part of the Metro Transit study will evaluate the cost and effectiveness of those projects. To make it possible to add turnstiles or similar barriers either through station design or at another future date, the Blue Line Extension Project commits to designing stations that can accommodate turnstiles or be easily retrofitted to add them in the future.

Additional City Priorities

To help address additional concerns raised by the city not directly related to the physical design of the project, below are additional points and information related to the specific items highlighted in Robbinsdale's draft resolution.

City Draft resolution #3-a:

Dedication of direct resources to the City for Anti-Displacement requirements to serve residents and businesses in the immediate corridor and walkshed of the project. Such Anti-Displacement resources should reflect the City's proportionate share of the Project and should be allocated fairly among cities within the Project route.

Project response:

Funding, resources and commitments to anti-displacement that are incorporated within the scope of the Blue Line Extension Project itself will be distributed equitably between cities according to the specific needs and impacts to residents and businesses within each city. The Project's specific anti-displacement commitments will be determined through the federal environmental process and published in the Supplemental Draft Environmental Impact Statement in mid-2025. There is and will be additional funding and resources available to residents and businesses outside of and separate from the Project, such as through the State funded Blue Line Extension Anti-Displacement Community Prosperity Board. The Project does not have jurisdiction over these funds and must remain removed from decision-making about them in accordance with the National Environmental Protection Act.



METRO Blue Line LRT Extension (BLE)

6465 Wayzata Boulevard, Suite 600, St. Louis Park, MN 55426 www.bluelineext.org

City Draft Resolution 3-b:

Provision by the Met Council to the City of rider data that was used to determine the number of parking stalls to be built in the parking structure.

Project response:

Please find attached to this memo a Powerpoint presentation previously shared with Robbinsdale staff that includes ridership data supporting a 290 stall park-and-ride. We will also provide the city with additional detailed data and ridership model reports and documentation as ridership models are refined later this year based on design plan updates resulting from Municipal Consent.

City Draft Resolution 3-c:

A Memorandum of Understanding (MOU) address Public Safety in and near the parking garage, and on and near the train(s) and station platforms. Such MOU shall include a commitment to roles and responsibilities of the Metro Transit Police Department. Such Public Safety MOU also shall include a provision that memorializes verbal representation from Project staff to the City committing to the establishment of a substation of the Metro Transit Police Department at the parking garage.

Project response:

The Project will work to develop an MOU specifically related to the Downtown Robbinsdale Park-and-Ride. I have previously shared our Metro Transit Police Department Joint Powers Agreement, as an example. We will begin to draft a new Joint Powers Agreement for this specific case to advance conversations with the City of Robbinsdale around this topic.

The Project previously committed to and is incorporating a Metro Transit Police substation in design plans for the Park-and-Ride and Transit Center in Downtown Robbinsdale. Similar substations, such as the one at the Brooklyn Center Transit Center are used by Metro Transit Police Department officers to monitor the station and complete related reports and work while on patrol. Transit police are most effective when they are actively patrolling station platforms and riding light rail vehicles. As Metro Transit Police Department continues to increase staffing, there will be opportunities to commit to more stationary beats at some facilities like the Robbinsdale Park-and-Ride. We will continue to develop specific agreements and share staffing details for the Robbinsdale Park-and-Ride and Transit Center as the project advances and as Metro Transit continues to implement its Safety and Security Action Plan that was previously shared with the City.

Before the Blue Line Extension begins revenue service, there are required operations safety steps that will be included, including safety plans, training, and coordination.

City Draft Resolution 3-d:



METRO Blue Line LRT Extension (BLE)

6465 Wayzata Boulevard, Suite 600, St. Louis Park, MN 55426 www.bluelineext.org

An MOU outlining measures to be taken by the Met Council for ongoing communications with the City of Robbinsdale, including residents, owners, businesses, and workers in the immediate corridor, regarding all activity and impacts of the project during construction through the commencement of operations and revenue service of the line.

Project response:

The Project will share future outreach, engagement, and communications plans as requested by the City of Robbinsdale as they are developed. The Project is committed to providing robust and inclusive outreach and communications to ensure all stakeholders are well informed regarding activity and impacts of the project leading up to and during construction. The Project will work with the City to continue to develop and refine current outreach and communications efforts as the project advances.

City Draft Resolution 3-e:

An MOU outlining how Public Safety officials, including but not limited to Robbinsdale Police Department and Robbinsdale Fire Department, will receive appropriate training and equipment for calls unique to a Light Rail system.

Project response:

The Blue Line Extension will develop, in partnership with local emergency response departments, a Safety and Security Management Plan before revenue service begins. This document will detail strategies for organizing, controlling, and influencing safety and security throughout the design, construction, procurement, testing, activation and acceptance of the Blue Line Extension. It will outline specific requirements to certify the Blue Line extension is safe and secure and will describe how these requirements will be implemented and overseen, as well as the management structure. Attached for your reference is the Safety and Security Management Plan developed for the prior route of the Blue Line Extension Project in 2016.

Metro Transit has a standard practice of working closely with local emergency response offices in advance of revenue service and on a regular basis after service begins, including regular planning and safety drills. Metro Transit Police Department holds quarterly fire and life safety meetings with surrounding agencies within light rail transit corridors to discuss concerns and provide updates and resources. All Blue Line Extension cities will be added to this regular coordination.

City Draft Resolution 3-f:

A three-party MOU between the City, Met Council, and Hennepin County to address maintenance issues, including snow plowing/storage/removal.

Project response:

Maintenance agreements will be developed with the City of Robbinsdale, Hennepin County, and Metro Transit before revenue service begins. These agreement swill cover a wide variety of maintenance



METRO Blue Line LRT Extension (BLE)

6465 Wayzata Boulevard, Suite 600, St. Louis Park, MN 55426 www.bluelineext.org

issues, including snow removal and management, landscape maintenance, traffic control devices operations and maintenance, pedestrian and bicycle facilities maintenance and other roadway elements.

We will jointly work with the county to amend existing maintenance agreements, and develop a new agreement for maintenance of transit facilities.

Attached for your reference and background is the executed maintenance agreement between Ramsey County, City of St. Paul and Metro Transit for the Green Line.

City Draft Resolution 3-g:

A three-party MOU between the City, Met Council, and Hennepin County, or a detailed landscaping plan regarding vegetation and lighting throughout the corridor. Such MOU or landscaping plan must commit Met Council and Hennepin County to practices that promote sustainability, including a no-net-loss (with a preference for increase) in vegetation near the Project, all lighting installed use LEDs, and consideration of Dark Sky Compliance where appropriate.

Project response:

The Project commits to a no-net-loss in vegetation near the Project, that all lighting installed will use LEDs and meet Dark Sky compliance. The Project will also follow all city and county ordinances and relevant plans related to practices that promote sustainability. Specific landscaping and lighting plans will be developed collaboratively with the City of Robbinsdale through Design Resolution Team meetings.

Please see attached sample landscaping and lighting plan from Green Line Extension.

City Draft Resolution 3-h:

An MOU committing to continued work to address increased intermittent noise, including options for mitigation, regardless of findings of the SEIS

Project response:

The project is committed to continued study to address noise impacts during construction and during LRT operations, following guidance from the Federal Transit Administration regarding construction and operation noise. The National Environmental Protection Act requires the Project to evaluate and identify mitigation of noise and vibration impacts where required. The Project cannot commit to any measures beyond or “regardless” of findings of the environmental impact statement before the Supplemental Final Environmental Impact Statement is published, which is expected to be mid-2025. If after this document outlining specific commitments to address noise impacts is published, the City of Robbinsdale feels there remain unaddressed impacts, we will work with the City to document those impacts and determine appropriate action, including options for mitigation.



METRO Blue Line LRT Extension (BLE)

6465 Wayzata Boulevard, Suite 600, St. Louis Park, MN 55426 www.bluelineext.org

Please see the attached Noise and Vibration Technical Report from the Blue Line Extension SDEIS for examples of noise impacts and possible mitigation measures.

City Draft Resolution 3-i:

Project reimbursement to the City for the City's share of the cost for all right-of-way acquisition that was a part of the Highway 81 reconstruction in 2005-2008.

Project response:

The Blue Line Extension Project acknowledges the City of Robbinsdale participated in the cost of purchasing right-of-way for the reconstruction of Highway 81 in 2005-2008. Reimbursement for the City's acquisition of this land is not a project eligible cost. I encourage the City to work directly with Hennepin County and the Metropolitan Council outside the scope of the Blue Line Extension project to continue this discussion.

City Draft Resolution 3-j:

Project reimbursement to the City in the form of Payment in Lieu of Taxes (PILT) that will result from the loss of taxable property due to the parking structure being built on the northwest corner of 40th Avenue North and Highway 81, in the amount of a same or similar project along the corridor. This loss of property tax revenue would also be offset by the Project including the reconstruction of 40th Avenue North from Highway 81 to Hubbard Avenue North.

Project response:

As communicated in the letter sent September 13, the Project commits to reconstructing the 40th Avenue roadway from County Road 81 to Hubbard Avenue North.

City Draft Resolution 3-k:

The Met Council and Hennepin County agree to cover all costs for any required enhancement of existing and new utilities that have enhancement required due to the project.

Project response:

As communicated in the letter sent September 13, the Project commits to cover all costs associated with required public utility impacts and necessary improvements related to construction and operations of the Blue Line extension.

Conclusion

I'm grateful for the City of Robbinsdale's continued good faith collaboration in advancing the Blue Line Extension. I trust that the commitments made in this letter and supporting materials demonstrate our



METRO Blue Line LRT Extension (BLE)

6465 Wayzata Boulevard, Suite 600, St. Louis Park, MN 55426 www.bluelineext.org

resolve to continue moving this project forward in close coordination with the city. I feel we have meaningfully addressed all Robbinsdale's stated concerns in your draft disapproval resolution to the highest degree possible at this early design stage. We have much work to do, and I believe a resolution approving the Preliminary Design Plans for the project will be the most efficient and effective way to advance this project for the long-term benefit of Robbinsdale and our region.

Sincerely,

A handwritten signature in blue ink, appearing to read "Nick Thompson".

Nick Thompson
Interim Blue Line Extension Project Director
Metro Transit Deputy General Manager, Capital Projects

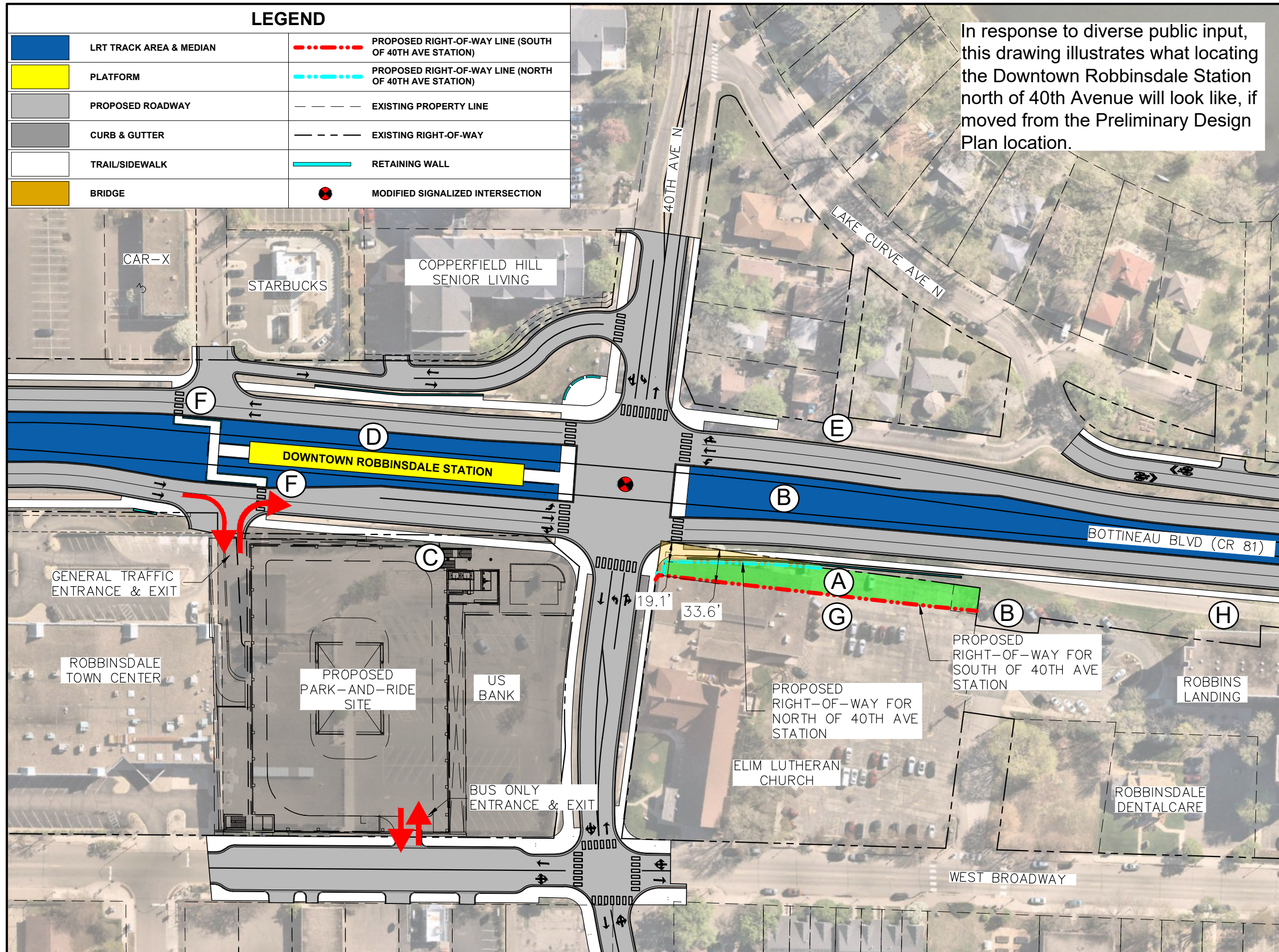


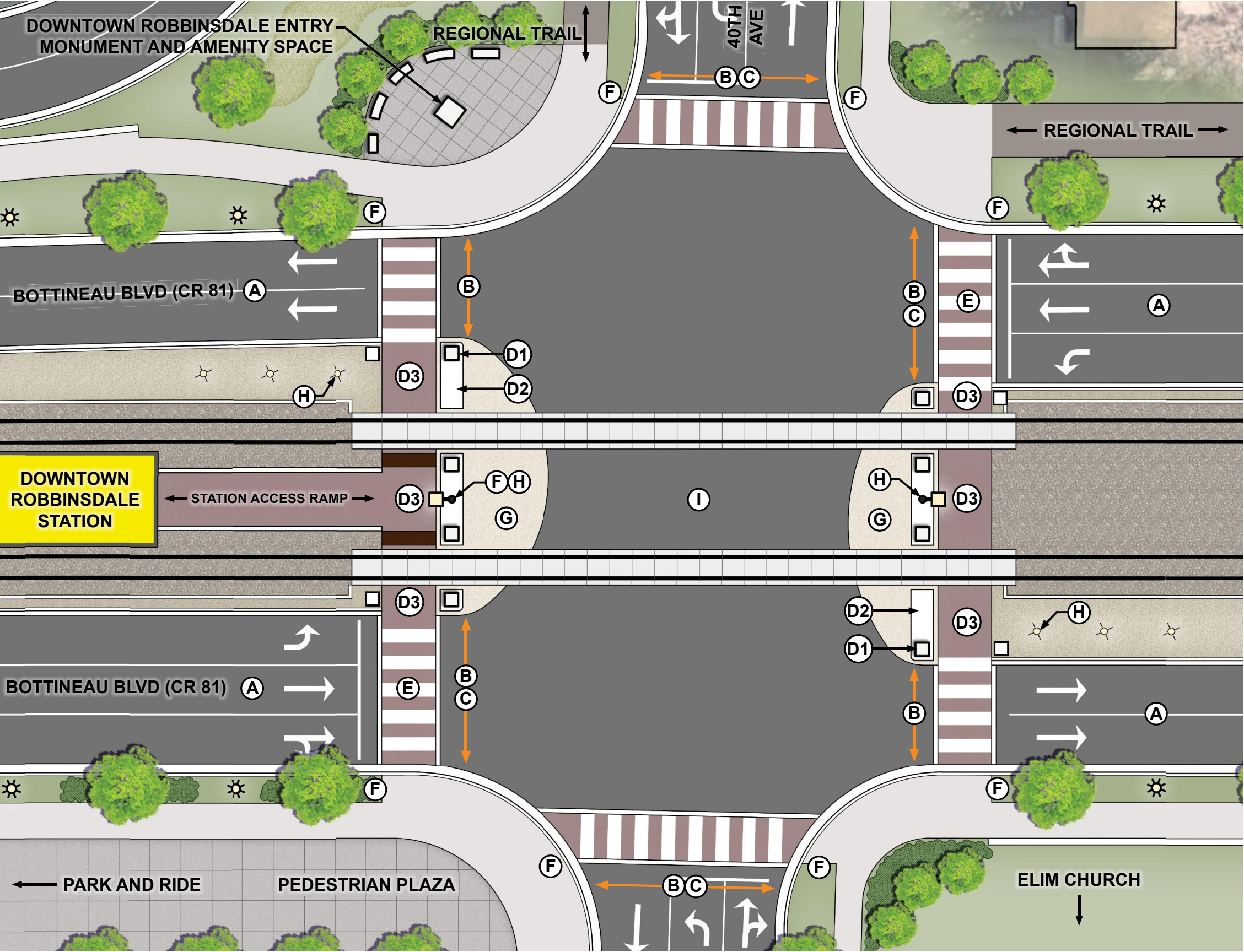
EXHIBIT #2-a (1 OF 3)

Exhibit to: Nick Thompson letter to Tim Sandvik dated September 25, 2024 regarding review and approval of the Preliminary Design Plans

September 25, 2024

Kimley»Horn





INTERSECTION ENHANCEMENTS

- (A) REDUCED CR 81 VEHICLE DESIGN SPEED**
EXISTING: 40 MPH
PROPOSED: 35 MPH
- (B) REDUCED PEDESTRIAN EXPOSURE TO VEHICLE TRAFFIC**
TRAFFIC SIGNAL TIMING WILL ALLOW FOR COMPLETE CROSSING OF ROADWAY AND GUIDEWAY
ACCESSIBLE PEDESTRIAN SIGNALS (VISUAL AND AUDIBLE COUNTDOWN TIMERS) WILL BE PROVIDED
- (C) RIGHT-TURN LANE REMOVED**
- (D) PEDESTRIAN REFUGE SPACE**
 - 1** PEDESTRIAN PROTECTIVE BOLLARDS
 - 2** CURB PROTECTED CROSSING
 - 3** SPECIAL PAVEMENT TREATMENT
- (E) ENHANCED HI-VISIBILITY CROSSWALKS (ALL)**
EXISTING: 6 FT WIDE STRIPING
PROPOSED: 12 FT WIDE STRIPING
- (F) CROSSING PUSH BUTTON**
- (G) CURB APRON SPECIAL PAVEMENT TREATMENT**
- (H) ENHANCED LIGHTING LEVELS**
- (I) SIGNALIZED INTERSECTION WITH PEDESTRIAN CROSSING SIGNAGE ENHANCEMENTS**



EXHIBIT NOT TO SCALE

DRAFT - WORK IN PROCESS
SUBJECT TO CHANGE AS DESIGN ADVANCES

This drawing illustrates what significantly enhanced intersection design with pedestrian safety elements will include.

EXISTING 42ND AVE AND BOTTINEAU BLVD (CR 81) INTERSECTION



EXISTING CROSSWALK
6 FT WIDE STRIPING

PROPOSED 42ND AVE AND BOTTINEAU BLVD (CR 81) INTERSECTION



CROSSING PUSH BUTTON

CURB PROTECTED
MEDIAN REFUGE
WITH PEDESTRIAN
BOLLARDS

CURB APRON WITH
SPECIAL PAVEMENT

ENHANCED HI-VIS CROSSWALK
12 FT WIDE STRIPING

This visualization illustrates what significantly enhanced intersection design with pedestrian safety elements will include at Bottineau Blvd and 42nd Ave.

DRAFT - WORK IN PROCESS
SUBJECT TO CHANGE AS DESIGN ADVANCES

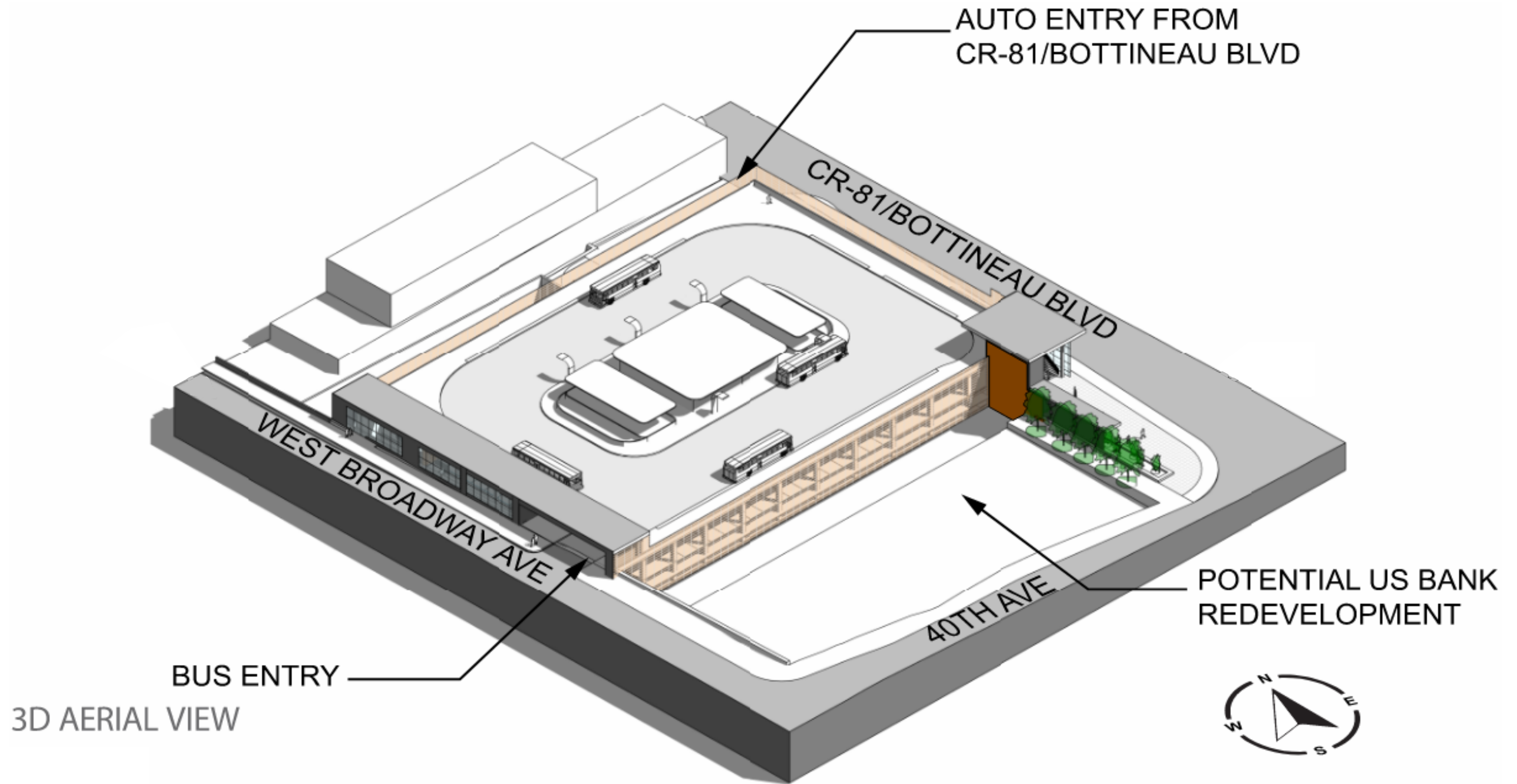


EXHIBIT #2-a (3 OF 3)

Exhibit to: Nick Thompson letter to Tim Sandvik dated September 25, 2024
regarding review and approval of the Preliminary Design Plans

September 25, 2024





DRAFT - WORK IN PROGRESS

#2-b

ROBBINSDALE PARK AND RIDE

09/25/2024

PRELIMINARY

EXHIBIT #2-b

EXHIBIT TO: NICK THOMPSON LETTER TO TIM SANDVIK DATED SEPTEMBER 25, 2024 REGARDING REVIEW AND APPROVAL OF PRELIMINARY PLANS



HENNEPIN COUNTY

MINNESOTA

September 19, 2024

Adam Bell, City Manager
Jesse Struve, P.E., Director of Public Works/City Engineer
John Sutter, Community Development Director
City of Crystal
4141 Douglas Drive N
Crystal, MN 55422

Re: Future Improvements on West Broadway Avenue (CSAH 8)

Mr. Bell, Mr. Struve, and Mr. Sutter:

Hennepin County has been collaborating with the cities of Crystal and Robbinsdale on a future jurisdictional transfer of West Broadway Avenue (CSAH 8) between Douglas Drive (CSAH 102) and 42nd Avenue (CSAH 9). We acknowledge that Crystal is most interested in understanding the timeframe for the county to make multimodal improvements and ultimately reconstruct this roadway.

The county's Asset Management System has identified the entire segment of West Broadway Avenue between Douglas Drive and 42nd Avenue as a reconstruction candidate. The oldest section of the corridor is the one-half mile section between Lakeland Avenue, north of Highway 100, and Welcome Avenue. In addition, the roadway currently lacks multimodal facilities for people walking and biking, presenting challenges for people especially those with limited mobility. One barrier of note is the BNSF railroad crossing where multimodal facilities are currently non-existent. City staff have shared their concerns with the county regarding the lack of sidewalk/multi-use facilities along the corridor, and subsequently Lisa Cerney and I participated in a field walk along the corridor on September 11, 2024 to better understand the city's concerns and opportunities for this roadway segment.

West Broadway Avenue is located adjacent to the currently proposed Metro Blue Line Extension light rail project alignment along Bottineau Boulevard (CSAH 81). It is anticipated that there will be traffic diversion during construction of the Blue Line Extension project leading to increased traffic on this roadway for an extended period of time. With the expected diversion and the county's focus on providing accessible multimodal connections, this segment is important to support first and last mile connections to the future light rail service.

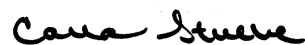
Hennepin County manages its capital road and bridge projects within its five-year Transportation Capital Improvement Program (CIP) and associated Work Plan. New capital projects are identified based on a data-driven prioritization process, which includes the condition of the roadway (pavement age, pavement treatment and maintenance history), safety (existing crashes and systemwide safety analysis), and equity (disparity reduction and usage by all modes). The scoring of these criteria is weighted as follows: 50 percent asset condition, 25 percent safety and 25 percent equity. County staff are currently completing this biennial evaluation, which includes the 4.2-mile segment along West Broadway Avenue between 42nd Avenue in Robbinsdale and Bottineau Boulevard, for the 2026-2030 Transportation CIP and associated Work Plan.

Over the next 12 months, county staff will complete a feasibility study of near-term multi-modal improvements for consideration between Lakeland Avenue, north of Highway 100 and Welcome Avenue prior to reconstruction. Once the study is completed, county and city staff will collectively select a preferred option for implementation in the near-term. Long term, we are in the process of evaluating West Broadway Avenue for reconstruction consideration. We will share more information with the city as we complete this evaluation process in the coming months. New projects for the 2026-2030 CIP will be recommended in May 2025 for Hennepin County Board approval in December 2025.

County staff are exploring all options for funding, including county Road & Bridge, Transit and Mobility or Transportation Operations funding, as well as external grant opportunities. Hennepin County will review each external funding opportunity for West Broadway Avenue and will make a determination to submit an application based on the following: timeline of funds (specifically those that are aligned with the schedule of the Blue Line LRT Extension), award amounts (specifically those with typical awards greater than \$5 Million); and evaluation criteria (specifically those suited for the reconstruction of arterial roadways in suburban areas).

We appreciate the continued collaboration with city staff and are confident that we can find opportunities to advance these improvements forward. Please reach out with any questions.

Sincerely,

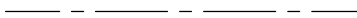
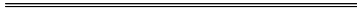
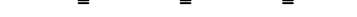


Carla Stueve, P.E.

Transportation Project Delivery Director and County Engineer

Cc: Lisa Cerney, P.E., Assistant County Administrator Public Works
Dan Soler, P.E., Transit and Mobility Director
Chris Sagsveen, P.E. Transportation Operations Director

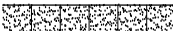
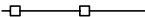
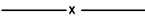
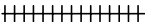
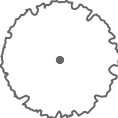
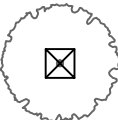
GENERAL LEGEND

	ROADWAY ☐
	TRACK ☐
	CONCRETE CURB AND GUTTER
	RETAINING WALL
	BALLAST CURB
	TUNNEL WALL
	EX ROW
	PROP ROW
	PROP TCE
	PROP PE
	DELINEATED WETLAND
	WATER EDGE
	CROSSWALK
	TRAIL (WIDTH VARIES)
	
	DRIVEWAY (DESIGN VARIES)
	PEDESTRIAN RAMP (DESIGN VARIES)
	AUTOMATIC GATE
	PEDESTRIAN FLASHER
	OCS POLE
	TPSS BUILDING (TPSS-SW###)
	SIGNAL OR INTERMEDIATE OR PLATFORM OR XING OR TUNNEL HOUSE OR ANY COMBINATION OF THESE

CORRIDOR PLAN AND OFF-SITE ROADWAY PLAN LEGEND

	CONCRETE WALK
	FENCE TYPE A, D
	FENCE TYPE B, C, E
	PLATFORM ACCESS RAILING – SEE VOL. 11E
	BUS SHELTER TYPE C (BY OTHERS)
	BUS SHELTER TYPE E (BY OTHERS)
	SOUTHWEST TRANSIT BUS SHELTER
	BENCH
	BICYCLE LOOP
	TRASH AND RECYCLING RECEPTACLE
	BOLLARD
	WAYFINDING SIGN
	WETLAND BUFFER SIGN
	OVERSTORY DECIDUOUS TREE
	OVERSTORY DECIDUOUS TREE IN TREE GRATE
	ORNAMENTAL DECIDUOUS TREE
	CONIFEROUS TREE
	SHRUB
	PERENNIAL/ORNAMENTAL GRASS
	SOD
	SEED TYPE 1 – SEED MIX #25–151 (HIGH MAINTENANCE TURF)
	SEED TYPE 2 – SEED MIX #35–241 (MESIC PRAIRIE)
	SEED TYPE 3 – SEED MIX #33–261 (STORMWATER SOUTH & WEST)
	SEED TYPE 4 – SEED MIX #34–181 (EMERGENT WETLAND)
	ROCK MULCH
	AGGREGATE PATH
	LANDSCAPE (BY OTHERS)

SITE PLAN URBAN DESIGN LEGEND

	CONCRETE WALK
	WALK – SPECIAL PAVEMENT
	FENCE TYPE A, D
	FENCE TYPE B, C, E
	PLATFORM ACCESS RAILING – SEE VOL. 11E
	BUS SHELTER TYPE C (BY OTHERS)
	BUS SHELTER TYPE E (BY OTHERS)
	SOUTHWEST TRANSIT BUS SHELTER
	BENCH
	BICYCLE LOOP
	TRASH AND RECYCLING RECEPTACLE
	BOLLARD
	WAYFINDING SIGN
	WETLAND BUFFER SIGN
	OVERSTORY DECIDUOUS TREE
	OVERSTORY DECIDUOUS TREE IN TREE GRATE
	ORNAMENTAL DECIDUOUS TREE
	CONIFEROUS TREE

GENERAL NOTES

1. THE LINEWORK OR HATCH PATTERN SHOWN ON THE SIDEWALK IS PROVIDED TO HELP DELINEATE SIDEWALK LOCATIONS AND IS NOT INTENDED TO REPRESENT A JOINTING LAYOUT, UNLESS DIMENSIONED IN PLANS. SEE SPECIFICATIONS FOR REQUIREMENTS.
2. WHERE REQUIRED, ALL METAL URBAN DESIGN ELEMENTS INCLUDING FENCES, RAILINGS, AND BIKE RACKS ADJACENT TO TRACKWAY SHALL BE GROUNDED.
3. FENCES WITHIN 15'-0" OF THE CENTER LINE OF THE LRT TRACKS SHALL BE GROUND PER SPECIFICATION 26 05 26 GROUNDING SYSTEMS.
4. SEE PLANS FOR LOCATION OF MAN AND VEHICLE GATES FOR TYPE B AND C FENCE. PLANS INDICATE DIRECTION OF GATE SWING.
5. BUS SHELTERS C AND E ILLUSTRATED WITHIN THE PLANS WILL BE FURNISHED AND INSTALLED BY METRO TRANSIT AND ARE NOT INCLUDED IN THIS CONTRACT. THE SHELTER DESIGNATIONS (TYPE C OR E) SHOWN IN PLANS REFER TO THE TYPE OF SHELTER THAT WILL BE INSTALLED BY LOCATION. CONTRACTOR TO COORDINATE METRO TRANSIT'S INSTALLATION OF THESE SHELTERS.

[illegible]

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Landscape Architect under the laws of the State of Minnesota.

Andrea L. Arnold
ANDREA L. ARNOLD, PLA

DATE: 06/05/17 LIC. NO.: 48316

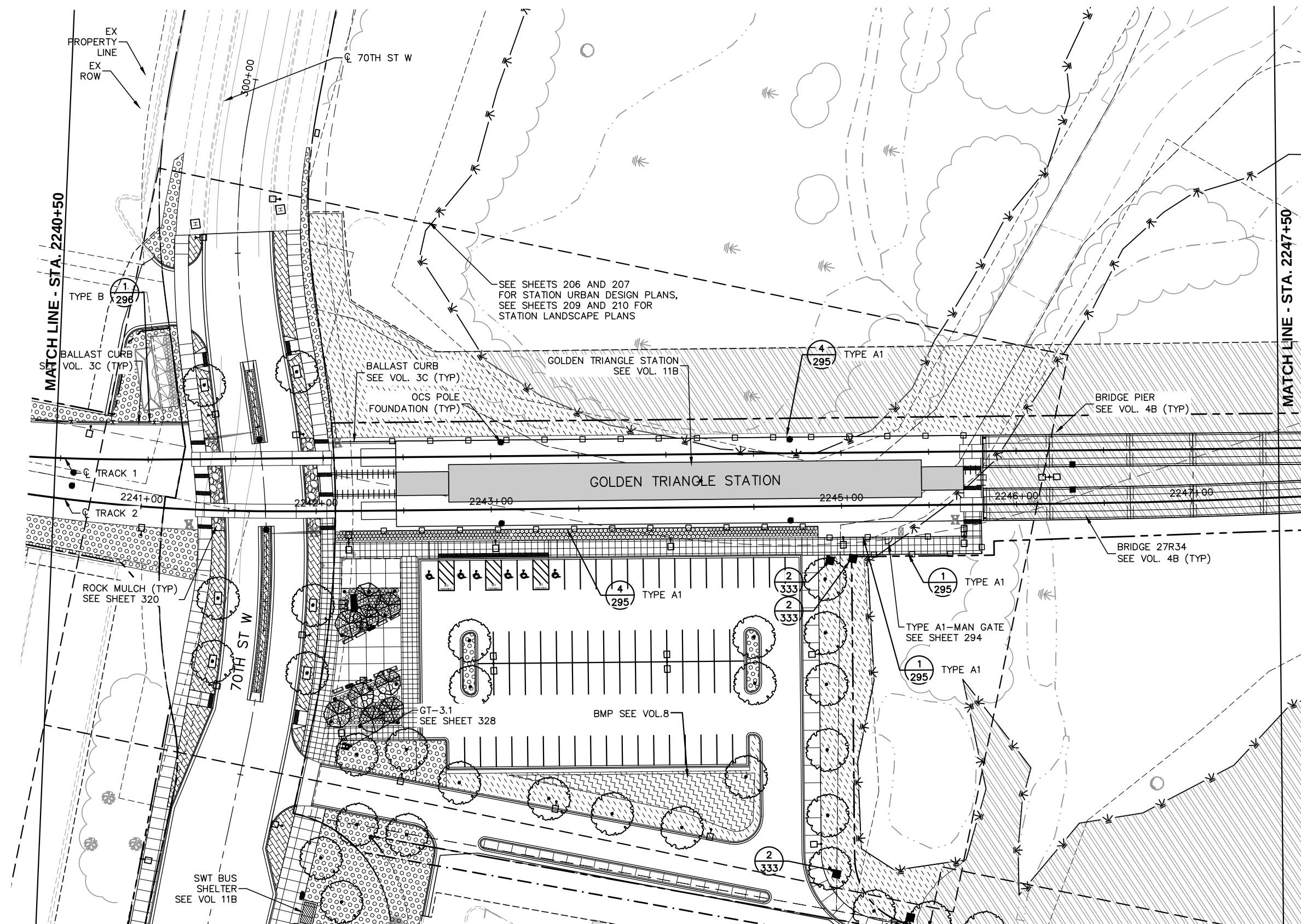
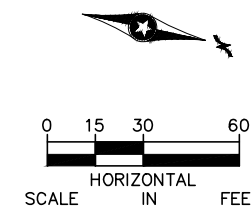
AECOM Kimley»Horn



CIVIL - VOLUME 9
URBAN DESIGN
NOTES, ABBREVIATIONS, & SYMBOLS

DISCIPLINE:	SHEET NAME:
LANDSCAPE ARCH	E0-URD-LGD-001

HEET
21
OF
340

[illegible]

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Landscape Architect under the laws of the State of Minnesota.

Michael P. McGarvey

(MICHAEL P. MCGARVEY)

DATE: 01/05/17 LIC. NO.: 26216



CIVIL - VOLUME 9
URBAN DESIGN AND LANDSCAPE
CORRIDOR PLAN
STA. 2240+50 TO STA. 2247+50

DISCIPLINE: **LANDSCAPE ARCHITECTURE**

SHEET NAME:	W2-LAN-COR-PLN - 006
-------------	----------------------

SHEET	
54	
OF	
340	



TO: Mayor and City Council
PREPARED BY: Chase Peterson-Etem, City Clerk/Assistant to City Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: October 1, 2024
RE: Voucher Requests Pending Approval for Disbursement

Background:

The check register dated 10/1/24 reflects the voucher requests pending approval for disbursement.

The check register dated 9/18/24 through 10/1/24 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 10/1/2024.

Attachments:

None