ROBBINSDALE

City Council Meeting
Wednesday, November 6, 2024
4100 Lakeview Avenue North
Robbinsdale, MN
7:00 PM

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.

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1. CITY COUNCIL MEETING CALLED TO ORDER
2. ROLL CALL: Murphy, Greenberg, Parisian, Wagner, Mayor Blonigan
3. MICROPHONE CHECK: Murphy, Greenberg, Parisian, Wagner, Mayor Blonigan
4. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE CITY COUNCIL ON MATTERS NOT ON THE AGENDA
5. APPROVAL OF THE NOVEMBER 6, 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 Work Session meeting minutes from September 10, 2024

B. Approve City Council Special Work Session meeting minutes from October 1, 2024

C. Receive Sustainability Committee minutes from September 18, 2024

D. Tree Donation for Mitchell Twins

E. Approval of Credit Card Charges and Payment

F. MNRPF Grant Opportunity

G. Investment Report

H. Quarterly Financial Information for General, Water, Sanitary Sewer, Storm Sewer and Solid Waste

I. MPCA Community Resilience Planning Grant

J. Approval of Licenses

7. PRESENTATIONS

   A. None

8. PUBLIC HEARINGS

   A. None

9. OLD BUSINESS

   A. 41st Avenue Reconstruction Between Railroad Ave and Regent Ave (Project 44123) - Set Date for Assessment Hearing

10. NEW BUSINESS

    A. 1st Reading of Ordinance Adopting Updates to Appendix B - Fee Schedule

11. OTHER BUSINESS

    A. Schedule Canvassing Board Meeting

    B. Voucher Requests Pending Approval for Disbursement

12. ADMINISTRATIVE REPORTS

13. COUNCIL GENERAL COMMUNICATIONS

14. ADJOURNMENT

MINUTES

CITY COUNCIL WORK SESSION CALLED TO ORDER

Mayor Pro Tem Wagner called the meeting to order at 7:42 PM.

ROLL CALL

Present: Member Murphy, Member Greenberg, Mayor Blonigan, Mayor Pro Tem Wagner
Absent: Member Parisian
Staff: Tim Sandvik, City Manager; Heather Rand, Community Development Director; Rachel Leen, Communications Coordinator
Human Rights Commissioners: Julie Ralston-Aoki, Jonathan Hansen

DISCUSSION

Mayor Pro Tem Wagner invited members of the community to introduce themselves and share comments.

Commissioner Jeffrey Lunde shared that he is here to listen and support the City, as well as provide any additional information needed about the Light Rail project.

Jonathan Hansen, Robbinsdale resident, reserved his comments until after the discussion.

Julia Ralston-Aoki shared that as a member of the Human Rights Commission and as a citizen of Robbinsdale, she supports having the Blue Line in the community.

Gerri Cox, Robbinsdale resident, reserved her comments until after the discussion.

Greg Salyers, Robbinsdale resident, expressed that he does not agree with the current alignment, but if the project must happen, he wants what is best for the people of Robbinsdale.

Bob Papousek, Robbinsdale resident, shared that the proposed light rail route would pass very closely to his front yard. He asked that the station be placed north of 40th Avenue and that the station is closed so that people need tickets to get onto the platform.

Pat Backen, Robbinsdale resident, explained that he is here to listen.

A. LRT Municipal Consent

Sandvik introduced the topic by providing a recap of Light Rail municipal consent discussions thus far. Sandvik suggested that Council stick to the plan to vote on municipal consent at the September 17 Council meeting. He reminded Council that they have three options: to take no action which defaults to a yes, vote yes, or vote no, which then requires Council to provide a list of plan amendments. Sandvik reminded Council that the final deadline for a municipal consent vote is October 10.

Sandvik expressed that if council is planning to vote no, then staff is seeking specific feedback on the "whereas" clauses in the resolution. He explained that the second half of the provided document shows a list of memorandums of understanding (MOUs) that address concerns that are not covered in the 30% engineered plans.

Sandvik also walked through the project office's response to Council's request for an elevated light rail. Member Greenberg asked if the Council can still entertain the idea of elevation even though the project office does not support it. Sandvik stressed that continuing to push elevation is a decision that Council will have to make. He highlighted that the report shows that elevation is possible, but that it may create accessibility and pedestrian-safety issues.

Mayor Pro Tem Wagner asked if any of the materials provided by the project office changed the minds of any councilmembers. Greenberg emphasized that he does not feel like concerns about East West traffic have been addressed yet, and that he is still curious about elevation. Mayor Pro Tem Wagner explained that elevation is less of a concern to him after the project office's response. Member Murphy explained he is basing his vote on the concerns from the Police and Fire Department, as well as the Engineering and Utilities departments. Member Murphy stated that he is still in favor of elevation since the project office memo did not address public safety concerns with at-grade plans. Mayor Blonigan agreed with prioritizing Police and Fire department concerns.

Member Greenberg asked if the track could be moved north of 40th Avenue if it is not elevated. Sandvik provided background that Bolton & Menk previously worked with Council and staff on a stationary plan that showed that placing the station south of 40th Avenue would decrease the need for property taking. He further explained that placing the station south of 40th Avenue would better serve high-density housing and residents in the area. Member Murphy asked if Council could ask for flexibility for the station location to change based on where the parking ramp structure is placed. Mayor Blonigan echoed that he would also like flexibility with the exact location of the Lowry Station. Sandvik summarized that he will write a "whereas" clause that captures Council's desire for flexibility on station location.

Member Murphy asked if noise and vibration impacts should be included in the resolution. Member Greenberg shared that he is most concerned with the frequency of noise based on the studies from the Community Advisory Committee for the Blue Line. Mayor Blonigan and Member Murphy supported adding language to the resolution specific to noise concerns. Sandvik expressed that noise-specific language should go into an MOU.

Mayor Blonigan expressed concern about Minneapolis and the Park Board wanting to move the Lowry Station further into Minneapolis without consulting Robbinsdale. The Council discussed the best course of action to address this concern. Sandvik and Mayor Pro Tem Wagner expressed that there may be recourse in state statute that would allow the City to request another municipal consent vote if a station location is changed. Commissioner Lunde emphasized that the best course of action may be to hand-deliver a letter to the CMC asking for the City of Robbinsdale to be included in all station location conversations.

Mayor Blonigan shared that he wants to add to the section of the resolution on anti-displacement funds for Robbinsdale. Sandvik explained that specifics on the fund are still in the works, but he will add language in about getting a proportionate share. Commissioner Lunde expressed that he is fighting for his district to get a fair share of funds as well, and he urged Robbinsdale to be aggressive.

Member Greenberg urged Council to ask for Metro Transit police officers to be stationed in Robbinsdale through a MOU. Sandvik explained that the MOUs were purposefully left with some vague terms since much of the light rail extension plan still needs to be built out. Member Murphy suggested adding in general language regarding commitment to substation staffing. Mayor Blonigan emphasized that the City's main concern and resident's main concerns seem to be related to public safety.

Sandvik summarized that City staff will narrow down language in order to have resolutions prepared for September 17.

Pat Backen shared that he is concerned about the intersection of 42nd Avenue and 81st Avenue due to the loss of a turn lane on 81st Avenue and loss of a traffic lane on 42nd Avenue. He asked that Lowry Station be at the same height as the bridges if the station ends up elevated.

Bob Papousek shared that Council should take residential concerns into account and move the station north of 40th Avenue. He expressed concerns about how this project will impact Elim Lutheran Church.

Greg Salyers shared that he appreciates Council's work, and he agreed that the station should be moved closer to 41st Avenue, especially if it is not elevated.

Jenn Salyers echoed her fellow residents' concerns, and thanked Member Greenberg for bringing up noise concerns.

A Robbinsdale resident expressed that she has many reservations about the light rail, especially in regard to the crime level in the City.

Julie Ralston-Aoki thanked the Council for their consideration on the matter, and stated that she is excited for the Blue Line to come to Robbinsdale.

Jonathan Hansen expressed his appreciation for Council's work, but shared that he has heard community feedback that the rail should not be elevated and that the station should be moved north of 40th Avenue. He agreed with adding language about noise concerns and substation staffing into the resolution. He shared concerns with turnstiles at stations since they are not ADA compliant.

Commissioner Lunde thanked everyone for their work. He explained that safety issues at Metro Transit stations typically reflect the current state of neighborhoods instead of bringing crime into neighborhoods. He reassured Council that Metro Transit works closely with City Police Departments to determine best staffing strategies. He shared an idea that visitors to North Memorial should get a free ticket into downtown Robbinsdale, since the project office provides that service for other entities.

B. 2025 Preliminary Budget

Sandvik provided a recap of the Council's initial budget conversation at the August Work Session and reminded Council that the City is required to set a preliminary budget by the end of September and a final budget in December. He explained that many of the increases to the budget are related to Council's top priority goals, which include addressing staffing security, completing facility studies such as the Parks Master Plan, promoting diversity, equity, and inclusion, recruiting and hiring for the Police Department, developing housing plans based around light rail transit, and continuing city-wide sustainability efforts. Sandvik stated that staff recommend setting the preliminary budget at a 10% increase. Sandvik also provided Council with information on what our neighbors are doing: New Hope is considering a 6.75% increase, Golden Valley is considering a 5% increase, and Crystal is considering a 16% increase.

Sandvik explained that Council will have the opportunity to reduce the percentage increase in December. Mayor Blonigan asked for a reminder of which positions the City wants to add, and Sandvik explained that the City is proposing a Parks Maintenance position, a GIS position, and a Public Safety Administrative position. Sandvik emphasized the importance of the GIS position in relation to mapping upcoming utilities projects.

Member Greenberg emphasized a need to better communicate why new positions are needed to residents. Sandvik shared that a one-page statement explaining the property levy changes will be sent out to the community. The Council agreed to set a 10% increase as a maximum but shared a desire to lower the percentage in December. Sandvik explained that staff will move forward with a 10% proposal for the September 17th Council meeting.

C. Parks and Facilities Naming Proposals (2)

Sandvik provided history of how the Parks Naming Policy was created and explained that the formal policy was approved in April of 2024. He highlighted that the policy requires a formal response from the City to each submission within 90 days. He explained that the Parks, Recreation, and Forestry Commission also needs to approve name submissions. Sandvik shared that there will be a public hearing at the September 17th Council meeting to reconsider the name of Sanborn Park. He explained that Council must accept public testimony on the name submissions, but next steps are up to Council to determine.

Mayor Pro Tem Wagner asked if the submission of two applications limits additional applications. Sandvik discussed that Council has the option to continue considering these two submissions as well as open the door for more applications. He also shared that Council could decide on a name on the night of the public hearing.

Mayor Blonigan expressed that he would like to wait to discuss the two proposed names until after he hears the public's feedback. Member Greenberg agreed and expressed excitement that the community appears to be onboard with changing the name. He shared that he would like to move away from naming parks after people and thinks that there are other ways to recognize individuals. Sandvik explained programs that could be further built out to honor individuals including the City’s Parks Donation Policy and the City’s memorial bench program.

Sandvik shared that an HRC member asked whether the Parks Commission could act as one of the five members on the naming committee on an application. He explained that the answer was no, since the naming committee must consist of five individual Robbinsdale residents.

Sandvik shared that he will introduce the Public Hearing next week, but reminded Council that the rest of the process will be up to them.

D. Citizen Advisory Group - Nuisance Calls

Sandvik explained that the conversation of creating an ad-hoc committee to address nuisance call concerns began in the fall of 2023. He recalled a number of ordinance changes in recent years that progressed the goal of addressing nuisance calls through an equity lens. He shared that the Human Rights Commission (HRC) has provided a list of recommendations for the committee, and staff added on to those recommendations with more explicit direction. He explained that the recommendations include taking time to learn current code language and practices with the assistance of City staff members, reviewing recent history and data, inviting neighbors to meetings who have experienced quality of life issues related to nuisance violations, and eventually sharing findings with the City Manager and Council after five to six months. He expressed that staff are seeking feedback to determine if the listed recommendations align with Council's expectations for the committee.

Ralston-Aoki shared that the HRC became concerned with the previous nuisance law back in 2020 since landlords were required to evict folks who had too many calls to police or emergency services. She explained that the HRC was concerned with a disparate impact on renters, folks of color, or lower income people. She stated that the City then modified portions of the law that required landlords to evict folks with too many calls. Ralston-Aoki expressed that there are still concerns about treating renters and homeowners differently under the current law, so the HRC recommended a Citizen Advisory Committee on Nuisance Calls to continue to evaluate the process.

Ralston-Aoki suggested that some of the staff's recommendations in the memo may be too structured for a true community engagement process. She also suggested that there be representatives from Legal Aid or HOME Line present for the initial review phases of the committee. Jonathan Hansen explained that the HRC is hoping for this committee to lead to a win- win scenario for all, where there are fewer nuisances and fewer instances where landlords need to evict residents overall.

Mayor Pro Tem Wagner asked for clarification from the HRC on what changes should be made to staff's recommendations. Ralston-Aoki expressed that including a Legal Aid attorney and HOME Line in discussions would be beneficial for a policy perspective. Sandvik clarified that the intent of staff's recommendations were to provide structure for information-sharing. He recommended that folks from Legal Aid or HOME Line be members of the group throughout the entire process, whereas City staff just serve as liaisons. Mayor Pro Tem Wagner and Mayor Blonigan agreed with getting as many perspectives involved in the conversation as possible.

Council concluded that they would be supportive of the committee after a few small language changes. Mayor Blonigan suggested that the HRC should review the language changes to the committee recommendations before they go to Council. Member Greenberg asked for clarification on whether this is a short-term or permanent committee. Sandvik explained that this committee could continue after six months if there are more actionable items to address. Mayor Pro Tem Wagner thanked everyone for their collaborative efforts on these recommendations.

STAFF UPDATES

None.

COUNCIL UPDATES

Mayor Blonigan shared that he has had at least four developers directly tell him that they enjoy working with Heather Rand, Community Development Director.

A. Proclamation Designating October as Domestic Violence Awareness Month (Blonigan)

Mayor Blonigan shared that he received a request to declare the month of October as Domestic Violence Awareness Month. He expressed his support since domestic violence is a universal issue that can impact anyone no matter where they live. Mayor Pro Tem Wagner asked if the City has a partnership with any organizations that work on this issue so that they might be highlighted in a proclamation. Sandvik confirmed that we could highlight some organizations that the Police Department typically work with. Council confirmed their support.

ADJOURNMENT

Mayor Pro Tem Wagner adjourned the meeting at 10:04 PM.

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Rachel Leen, Communications Coordinator	Aaron Wagner, Mayor Pro Tem

MINUTES

CITY COUNCIL WORK SESSION CALLED TO ORDER

Mayor Pro Tem Wagner called the meeting to order at 5:00 PM.

ROLL CALL

Present: Member Greenberg, Member Parisian, Mayor Pro Tem Wagner, Mayor Blonigan, Member Murphy
Absent: None
Staff: Tim Sandvik, City Manager; Richard McCoy, City Engineer/Public Works Director; Heather Rand, Community Development Director

DISCUSSION

A. Blue Line Light Rail - Municipal Consent

Sandvik introduced the topic and explained that tonight's meeting is for Council to decide what they want to do in regard to municipal consent. He explained that at the September 17th Council meeting, Council decided to table the issue, which gave the project office time to respond to ongoing questions, comments, concerns, and considerations.

He shared that the project office provided materials on September 25. He summarized the 400 pages of materials and explained that the letter contained edited plans, goals, concepts, and commitments. Sandvik highlighted a few key commitments including enhanced design safety, dedication to communication with City staff, a parking structure with no more than 290 spaces, flexibility to move the station north of 40th Avenue, and a Metro Transit Police substation. Sandvik explained that for tonight's Council meeting, a resolution providing consent and a resolution withholding consent are both prepared. Sandvik shared that the Human Rights Commission also wrote a letter of support for the project.

Mayor Pro Tem Wagner asked for City staff's thoughts on elevation. Sandvik explained that it is ultimately up to Council to determine if concerns about east-west travel and elevation have been answered by the project office. Mayor Pro Tem Wagner clarified by asking if there are remaining engineering or planning concerns around the proposed commitments. Sandvik shared that the new materials raised new staff questions, but the new materials are appreciated. Mayor Blonigan discussed which municipal consent vote would be more advantageous for getting the project office to address the City's remaining concerns.

Mayor Blonigan expressed interest in a mechanism that would allow firefighters to preempt traffic while crossing Highway 81 in their personal vehicles during an emergency, and that he would be more inclined to vote "yes" with County support on the issue. Mayor Blonigan also mentioned his concern about loud bells on the train. Sandvik explained that Public Safety had some concerns with using personal traffic preemption devices due to devices accidentally getting left on, as well as interaction with police vehicle devices.

Member Greenberg asked the project office if they could elaborate on their response to the request for elevation. Mayor Pro Tem Wagner also asked if the project office could elaborate on the traffic preemption devices mentioned.

Dan Soler, project office representative, explained that they do not recommend elevation since they believe that concerns, such as emergency response time and pedestrian crossings across Highway 81, can be addressed in an at-grade plan. Soler elaborated that trains running on Highway 81 will stop at red lights, so there will be a similar chance of encountering a green light when the light rail is running as there is now. Soler explained that traffic preemption emitter devices would need to be approved by the Commissioner of Public Safety. Soler responded to questions on elevation and reconfirmed that the project office does not recommend elevating the track.

Soler shared that the project office explored the idea of the downtown station being moved north of 40th Avenue in the materials, but he explained that the station can also stay south of 40th Avenue if desired. He stated that the station location can be finalized after municipal consent as the project office moves closer to 60% engineered plans.

Member Parisian expressed that elevation was not a deal-breaker for her, and she appreciated the data on emergency response times with an at-grade plan. She added that most of her remaining concerns do not fall into the 30% engineered plans, including questions about cyclist crossings and wayfinding resources.

Mayor Pro Tem Wagner asked for the County's perspective on elevation and the maintenance of pedestrian resources, such as the painted crosswalk. Commissioner Jeff Lunde shared that having a station elevated in front of businesses and apartment buildings is not desirable in his experience working with community members. He emphasized the County’s commitment to supporting Robbinsdale’s pedestrian infrastructure. Commissioner Irene Fernando expressed her commitment to working with the City on the economics and complexities of a state-aid highway intersection. She shared the idea that cities concerned with emergency response in Hennepin County due to light rail could convene to further discuss solutions together.

McCoy emphasized that there is not enough staff or funding for the Engineering department to maintain bright paint on pedestrian crossings on Highway 81. Commissioner Lunde expressed his understanding and believes something can be written into the agreement.

Mayor Blonigan shared that he is open to the downtown station being either north or south of 40th Avenue. He shared that elevation was a personal dealbreaker for a time, but he has accepted that it will not be done. Mayor Pro Tem Wagner agreed and expressed that many of the reasons why he initially wanted elevation have been accounted for in the at-grade plans.

Mayor Pro Tem Wagner expressed that he does not think the City would gain more leverage by saying no tonight since many of Council's concerns have been addressed within the last month. Member Greenberg disagreed, and expressed that he still has questions and that only some of the new commitments are concrete. He asked if there would be any way to extend the municipal consent deadline past October 10th. Soler and Sandvik explained that the deadline date is constrained to what is in state statute. Soler recognized that there is a lot of work to be done and hundreds of details to continue to work on after the municipal consent vote.

Member Murphy expressed frustration that Council was unified and in agreement to withhold municipal consent, and only then did Council receive a lengthy response from the project office. He favored withholding consent to maintain leverage.

Member Murphy asked for an staff update on utilities concerns with an at-grade plan. McCoy explained that the Joint Water Commission's pipe would be affected, and that solutions could be engineered to protect the pipe if an at-grade plan goes through. He emphasized that the City does not have much say on the Commission’s pipe. He stated that an at-grade light rail would add complications for Robbinsdale's piping, but it would be manageable since staff are familiar with working under the railroad already. Member Murphy shared that he is not stuck on elevation if City staff are okay with at-grade.

Member Murphy continued by expressing concerns about the park and ride location, especially with the potential development on the US Bank site. Sandvik shared that there is speculation of development at the US Bank site, and that it conflicts with plans from the project office that have shown the site as a location for a parking structure. Council and staff asked for more clarity from the project office about what happens if the US Bank site is no longer available.

Soler explained that the intention of the project is to install a parking structure on the US Bank site, and that they are looking into an agreement where US Bank can go forward with development while the parking structure is incorporated on the site too. He explained that if there is a change in the design, like a parking structure location being moved, then that change would need to be approved by the municipality. He summarized that the intent is to place a parking structure at US Bank, and they will explore all options to fulfill that plan.

Member Parisian shared that she is optimistic that the project office will be communicative going forward due to the new improved commitments, and she disagreed that withholding consent would gain leverage for the City. She added that the letter that Council received on September 25 already showed what a response to a "no" vote would be, and she does not believe the response would change by withholding consent tonight.

Member Greenberg emphasized that he still has questions and concerns on aspects included in the 30% engineered plan, such as elevation, station location, traffic location, and more. Nick Landwer, project office representative, addressed a concern about removing five right turn lanes in Robbinsdale by emphasizing how greatly it would improve pedestrian safety, even though traffic may be slowed. Soler added that removing turn lanes in the plan helped to minimize property acquisition.

Sandvik and the project office staff discussed how there has been consistent conversation between the project office and the City so far, but this is the first time this level of detail has been provided, which is where frustration stems from.

Mayor Blonigan asked for confirmation from the County that they will work with the City on public safety concerns, especially with an at-grade plan. The County confirmed.

Mayor Blonigan asked to go over the draft resolution that provides consent. Sandvik explained that the draft resolution providing consent is largely similar to the resolution withholding consent, since both outline Council's concerns.

Member Murphy expressed that he still has issues with items that were responded to but not addressed, such as turnstiles, payment in lieu of taxes, and communication with North Memorial about their concerns. Soler explained that the project office has been working with North Memorial Hospital on station design and environmental impacts on the hospital, such as noise, vibration, and traffic.

Member Greenberg asked about the traffic flow around 40th Avenue and questioned how people would easily access the park and ride site. Soler explained that these design details to manage traffic flow can still be changed in future conversations.

The Council and project office representatives discussed what design changes would require another vote, and Sandvik concluded that it will likely be a case by case basis.

STAFF UPDATES

None.

COUNCIL UPDATES

None.

ADJOURNMENT

Mayor Pro Tem Wagner adjourned the meeting at 6:56 PM.

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Rachel Leen, Communications Coordinator

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Aaron Wagner, Mayor Pro Tem

MINUTES

ROLL CALL

Present: Greenberg, Hansen, Hanzel, Hart, Heid, Lyng, Myers, Pendaz-Foster, Presler
Absent: None
Staff: Kayla Kirtz, Sustainability Coordinator

CONSIDERATION OF MINUTES

None.

NEW BUSINESS

A. Introductions

Committee members and staff introduced themselves and shared what they love about Robbinsdale. Common themes included the city's walkability, sense of community, mature trees, and opportunities for engagement.

B. Committee Logistics

Sustainability Coordinator Kayla Kirtz reviewed important rules and practices for the committee, including:

- Meetings must be open to the public with proper notice given.
- Minutes will be taken at each meeting and reviewed at the following meeting.
- The committee serves in an advisory capacity to the City Council.

C. Overview of City Sustainability Initiatives

Kirtz provided an overview of current sustainability initiatives in Robbinsdale:

- The city joined the GreenStep Cities program in 2019.
- An Energy Action Plan was adopted in August 2023.
- Solar arrays are being installed on the Water Treatment Plant and City Hall.
- Free Home Energy Squad visits are available for residents.
- The Water Efficiency Rebate Program offers residents up to $100 for efficient appliances.
- Organics recycling participation has increased significantly.
- The city participates in the Charging Smart program for electric vehicle readiness.
- There is a staff Sustainability Committee that meets monthly.
- The City Forester and Water Resources Specialist work on various environmental initiatives.

Committee members discussed ideas for expanding programs and education, particularly around organics recycling and smart salting practices. There was interest in creating more Robbinsdale-specific educational materials and case studies.

OLD BUSINESS

None.

INFORMATION ONLY

A. Next Meeting: October 16, 2024

Kirtz directed members to come to the next meeting prepared to discuss their top three priorities for the committee to address. Kirtz noted the committee will provide a progress update to the City Council after six months.

ADJOURNMENT

Kirtz adjourned the meeting at 8:00 p.m.

ROBBINSDALE

TO:	Mayor and City Council
PREPARED BY:	Matthew Bazyk, Recreation Services Manager
APPROVED BY:	Tim Sandvik, City Manager
DATE:	November 6, 2024
RE:	Tree Donation for Mitchell Twins

Background:

The families of Laurel Mitchell Brink and Louise Mitchell Van Auken have donated $150 to purchase a Catalpa tree to be planted at Triangle Park in honor of their 80th birthday. Laurel and Louise regularly played at Triangle Park in their youth and are still in contact with the Robbinsdale Historical Society.

Analysis:

The City Forester has identified a location in Triangle Park to plant the Catalpa tree, continuing a line of mature trees in the park, and is willing to plant the donated tree.

Recommendation:

Acknowledge and accept the donation of $150 to purchase a Catalpa tree to be planted at Triangle Park in honor of Laurel Mitchell Brink and Louise Mitchell Van Auken

Attachments:

1. 2720_001

A Tree for the Mitchell Twins

In honor of their 80th birthday, the families of Laurel Mitchell Brink and Louise Mitchell Van Auken are donating a catalpa tree, to be planted in Triangle Park (their beloved childhood playground), to the City of Robbinsdale.

Laurel and Louise treasure their memories of growing up in Robbinsdale. Even though neither lives there now, they stay abreast of developments through the Internet and contact with the Robbinsdale Historical Society. They also stay in touch with the friends they met there, often writing and calling, and gathering when they're able. The solid foundation they acquired in the City has given them the ability to thrive wherever they have moved in the United States, putting down new roots in new places.

The City of Robbinsdale enabled Laurel and Louise to grow into beautiful human beings. Our family wants to commemorate that by adding to the beauty of the City with a tree that can flower and shade new generations of Robbinsdale-ites. Thank you for letting us honor them!

ROBBINSDALE

TO:	Mayor and City Council
PREPARED BY:	Diaa Tahoun, Finance Director
APPROVED BY:	Tim Sandvik, City Manager
DATE:	November 6, 2024
RE:	Approval of Credit Card Charges and Payment

Background:

The City has issued credit cards to certain employees as designated by the City Manager. Credit card payments are made using the ACH payment method directly to the bank, no check is issued, and payment is required by a certain date to avoid finance charges.

Analysis:

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

Recommendation:

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

Attachments:

1. Sep 24 CC

Purchase Card Vendor: 100292 U. S. BANCORP

Inv Num / Inv Ref#	Vendor / Description / GL Distribution	Inv Date / Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized / Post Date
09012024							
122756	US BANK REBATE	09/01/2024	09/24/2024	(1,062.52)	0.00	Paid	Y
	US BANK REBATE	Bjohnson18					09/01/2024
	8900-8900-4852.00000	INTEREST INCOME		(1,062.52)			
09012024							
122757	AMAZON	09/01/2024	09/24/2024	359.99	0.00	Paid	Y
	PROTECTIVE CASE	Bjohnson18					09/01/2024
	1000-1205-6234.00000	EQUIPMENT PARTS & SUPPLIES		359.99			
09012024							
122758	AMAZON	09/01/2024	09/24/2024	42.98	0.00	Paid	Y
	NOTE PADS & TV MOUNT	Bjohnson18					09/01/2024
	1000-1200-6234.00000	EQUIPMENT PARTS & SUPPLIES		42.98			
09012024							
122759	AMAZON	09/01/2024	09/24/2024	59.81	0.00	Paid	Y
	BATTERIES & TRAINING EQUIPMENT	Bjohnson18					09/01/2024
	1000-1200-6214.00000	OPERATING SUPPLIES		59.81			
09012024							
122760	MN POST BOARD	09/01/2024	09/24/2024	91.94	0.00	Paid	Y
	NEW OFFICER LICENSE	Bjohnson18					09/01/2024
	1000-1200-6718.00000	LICENSES TAXES & FEES		91.94			
09012024							
122761	BCA	09/01/2024	09/24/2024	300.00	0.00	Paid	Y
	HEASLEY - TRAINING	Bjohnson18					09/01/2024
	1000-1205-6512.00000	CONFERENCE & SCHOOLS		300.00			
09012024							
122762	AMAZON	09/01/2024	09/24/2024	(359.99)	0.00	Paid	Y
	PROTECTIVE CASE RETURN - CREDIT	Bjohnson18					09/01/2024
	1000-1205-6234.00000	EQUIPMENT PARTS & SUPPLIES		(359.99)			
09012024							
122763	MENARDS	09/01/2024	09/24/2024	92.06	0.00	Paid	Y
	REBAR	Bjohnson18					09/01/2024
	1000-1571-6340.00000	REPAIR & MAINTENANCE		92.06			
09012024							
122764	MENARDS	09/01/2024	09/24/2024	85.83	0.00	Paid	Y
	BRACKETS/SCREWS	Bjohnson18					09/01/2024
	1000-1390-6214.00000	OPERATING SUPPLIES		85.83			

Inv Num / Inv Ref#	Vendor / Description / GL Distribution	Inv Date / Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized / Post Date
Purchase Card Vendor: 100292 U. S. BANCORP							
09012024							
122765	MENARDS	09/01/2024	09/24/2024	63.91	0.00	Paid	Y
	HARDBOARD/RAGS	Bjohnson18					09/01/2024
	7100-7115-6214.00000	OPERATING SUPPLIES		63.91			
09012024							
122766	MENARDS	09/01/2024	09/24/2024	55.96	0.00	Paid	Y
	WOODEN DOLLY	Bjohnson18					09/01/2024
	7100-7115-6214.00000	OPERATING SUPPLIES		55.96			
09012024							
122767	MENARDS	09/01/2024	09/24/2024	105.48	0.00	Paid	Y
	BOARDS / ROUNDS	Bjohnson18					09/01/2024
	7100-7115-6214.00000	OPERATING SUPPLIES		105.48			
09012024							
122768*	MCDONALD'S	09/01/2024	09/24/2024	97.46	0.00	Paid	Y
	CHEESEBURGERS - FINANCE	Bjohnson18					09/01/2024
	1000-1260-6510.00000	MEETING / TRAVEL EXPENSE		97.46			
	1000-1260-6510.00000	MEETING / TRAVEL EXPENSE		(7.79)			
	1000-1260-6510.00000	MEETING / TRAVEL EXPENSE		7.79			
09012024							
122769	AMAZON	09/01/2024	09/24/2024	126.10	0.00	Paid	Y
	REEL CORD	Bjohnson18					09/01/2024
	1000-1260-6214.00000	OPERATING SUPPLIES		126.10			
09012024							
122770	AMAZON	09/01/2024	09/24/2024	118.99	0.00	Paid	Y
	RUBBER FLOOR MAT	Bjohnson18					09/01/2024
	1000-1260-6214.00000	OPERATING SUPPLIES		118.99			
09012024							
122891	AMAZON	09/01/2024	09/24/2024	23.98	0.00	Paid	Y
	MOUSE PAD	Bjohnson18					09/01/2024
	6000-6005-6214.00000	OPERATING SUPPLIES		23.98			
09012024							
122892	AMAZON	09/01/2024	09/24/2024	219.95	0.00	Paid	Y
	UPS BACKUP	Bjohnson18					09/01/2024
	6000-6020-6234.00000	EQUIPMENT PARTS & SUPPLIES		219.95			

INVOICE REGISTER REPORT FOR CITY OF ROBBINSDALE
EXP CHECK RUN DATES 09/24/2024 - 09/24/2024
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
VENDOR CODE: CC VENDOR - CHECK TYPE: EFT

Inv Num / Inv Ref#	Vendor / Description / GL Distribution	Inv Date / Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized / Post Date
Purchase Card Vendor: 100292 U. S. BANCORP							
09012024							
122893	MC TOOL & SAFETY	09/01/2024	09/24/2024	409.75	0.00	Paid	Y
	RAIN VESTS	Bjohnson18					09/01/2024
	6000-6005-6216.00000	CLOTHING & PERSONAL EQUIPMENT		409.75			
09012024							
122894	AMAZON	09/01/2024	09/24/2024	12.39	0.00	Paid	Y
	STICKY NOTES - OFFICE SUPPLIES	Bjohnson18					09/01/2024
	7100-7105-6214.00000	OPERATING SUPPLIES		12.39			
09012024							
122895	AMAZON	09/01/2024	09/24/2024	18.19	0.00	Paid	Y
	STICKY NOTES / CLEAR PACKING TAPE -	Bjohnson18					09/01/2024
	7100-7105-6214.00000	OPERATING SUPPLIES		18.19			
09012024							
122896	HOLIDAY CAR WASH	09/01/2024	09/24/2024	22.00	0.00	Paid	Y
	POLICE DEPT CAR WASHES	Bjohnson18					09/01/2024
	7000-7010-6336.00000	OTHER CONTRACTS		22.00			
09012024							
122897	AMAZON	09/01/2024	09/24/2024	61.99	0.00	Paid	Y
	SOCCER BALLS - PARK & REC	Bjohnson18					09/01/2024
	1000-1330-6214.00000	OPERATING SUPPLIES		61.99			
09012024							
122898	AMAZON	09/01/2024	09/24/2024	19.98	0.00	Paid	Y
	BATTERIES	Bjohnson18					09/01/2024
	7100-7105-6214.00000	OPERATING SUPPLIES		19.98			
09012024							
122899	AMAZON	09/01/2024	09/24/2024	122.89	0.00	Paid	Y
	PRINTER TONER - MELISSA / PARK & REC	Bjohnson18					09/01/2024
	1000-1300-6214.00000	OPERATING SUPPLIES		122.89			
09012024							
122900	AMAZON	09/01/2024	09/24/2024	13.95	0.00	Paid	Y
	EAR PLUGS FOR PAPER SHREDDER- CITY	Bjohnson18					09/01/2024
	7100-7105-6214.00000	OPERATING SUPPLIES		13.95			
09012024							
122901	GORILLA PAPER INC	09/01/2024	09/24/2024	251.73	0.00	Paid	Y
	THERMAL RECEIPT PAPER ROLLS - DMV	Bjohnson18					09/01/2024
	6700-6705-6214.00000	OPERATING SUPPLIES		251.73			

Purchase Card Vendor: 100292 U. S. BANCORP

Inv Num / Inv Ref#	Vendor / Description / GL Distribution	Inv Date / Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized / Post Date
09012024							
122902	AMAZON	09/01/2024	09/24/2024	30.32	0.00	Paid	Y
	GRAPH NOTE PADS - ANDY / ENGINEERING	Bjohnson18					09/01/2024
	1000-1400-6214.00000 OPERATING SUPPLIES			30.32			
09012024							
122903	AMAZON	09/01/2024	09/24/2024	23.97	0.00	Paid	Y
	CARIBEANER CLIPS / ROPE - PARK & REC	Bjohnson18					09/01/2024
	1000-1325-6214.00000 OPERATING SUPPLIES			23.97			
09012024							
122904	AMAZON	09/01/2024	09/24/2024	18.98	0.00	Paid	Y
	2 KEYS FOR CITY PURELL HALL HAND	Bjohnson18					09/01/2024
	7100-7105-6214.00000 OPERATING SUPPLIES			18.98			
09012024							
122905	AMAZON	09/01/2024	09/24/2024	191.42	0.00	Paid	Y
	BINOCULARS & TABLET MOUNT - ROSS	Bjohnson18					09/01/2024
	7100-7110-6214.00000 OPERATING SUPPLIES			191.42			
09012024							
122906	AMAZON	09/01/2024	09/24/2024	74.95	0.00	Paid	Y
	BASS COUNTING GAME - PARK & REC	Bjohnson18					09/01/2024
	1000-1325-6214.00000 OPERATING SUPPLIES			74.95			
09012024							
122907	AMAZON	09/01/2024	09/24/2024	61.66	0.00	Paid	Y
	SHUFFLER/CARDS/CRIBBAGE BOARD -PARK	Bjohnson18					09/01/2024
	1000-1335-6214.00000 OPERATING SUPPLIES			61.66			
09012024							
122908	AMAZON	09/01/2024	09/24/2024	9.89	0.00	Paid	Y
	DOMINOS GAME - PARK & REC	Bjohnson18					09/01/2024
	1000-1335-6214.00000 OPERATING SUPPLIES			9.89			
09012024							
122909	AMAZON	09/01/2024	09/24/2024	57.99	0.00	Paid	Y
	FOOTBALLS - PARK & REC / JOEL GINN	Bjohnson18					09/01/2024
	1000-1330-6214.00000 OPERATING SUPPLIES			57.99			
09012024							
122910	CRYSTAL CAR WASH	09/01/2024	09/24/2024	28.00	0.00	Paid	Y
	FIRE DEPT CAR WASHES	Bjohnson18					09/01/2024
	7000-7010-6336.00000 OTHER CONTRACTS			28.00			

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

Purchase Card Vendor: 100292 U. S. BANCORP

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
09012024							
122911	CRYSTAL CAR WASH	09/01/2024	09/24/2024	560.00	0.00	Paid	Y
	POLIDE DEPT CAR WASHES	Bjohnson18					09/01/2024
	7000-7010-6336.00000	OTHER CONTRACTS		560.00			
09012024							
122912	HOLIDAY CAR WASH	09/01/2024	09/24/2024	27.50	0.00	Paid	Y
	POLICE DEPT CAR WASHES	Bjohnson18					09/01/2024
	7000-7010-6336.00000	OTHER CONTRACTS		27.50			
09012024							
122913	AMAZON	09/01/2024	09/24/2024	39.96	0.00	Paid	Y
	PRESSBOARD BINDERS -	Bjohnson18					09/01/2024
	1000-1400-6214.00000	OPERATING SUPPLIES		39.96			
09012024							
122914	AMAZON	09/01/2024	09/24/2024	61.27	0.00	Paid	Y
	BINGO / SCRENBLE / CHESS GAMES -	Bjohnson18					09/01/2024
	1000-1335-6214.00000	OPERATING SUPPLIES		61.27			
09012024							
122915	AMAZON	09/01/2024	09/24/2024	5.39	0.00	Paid	Y
	TOP HAT - PARK & REC SUPPLIES	Bjohnson18					09/01/2024
	1000-1325-6214.00000	OPERATING SUPPLIES		5.39			
09012024							
122916	AMAZON	09/01/2024	09/24/2024	9.50	0.00	Paid	Y
	ADMIN DEPT - CONFIDENTIAL STAMP	Bjohnson18					09/01/2024
	1000-1030-6214.00000	OPERATING SUPPLIES		9.50			
09012024							
122917	AMAZON	09/01/2024	09/24/2024	43.58	0.00	Paid	Y
	FLAG FOOTBALL BELTS / FLAGS - PARK &	Bjohnson18					09/01/2024
	1000-1330-6214.00000	OPERATING SUPPLIES		43.58			
09012024							
122918	AMAZON	09/01/2024	09/24/2024	82.94	0.00	Paid	Y
	BOO BASH SUPPLIES - PARK & REC	Bjohnson18					09/01/2024
	1000-1335-6214.00000	OPERATING SUPPLIES		82.94			
09012024							
122919	O'REILLY AUTO PARTS	09/01/2024	09/24/2024	(40.00)	0.00	Paid	Y
	STARTER CORE - RETURN	Bjohnson18					09/01/2024
	7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES		(40.00)			

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Purchase Card Vendor: 100292 U. S. BANCORP

Inv Num / Inv Ref#	Vendor / Description / GL Distribution	Inv Date / Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized / Post Date
09012024							
122920	O'REILLY AUTO PARTS	09/01/2024	09/24/2024	384.34	0.00	Paid	Y
	CONTROL ARM / STARTER	Bjohnson18					09/01/2024
	7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES		384.34			
09012024							
122921	AMAZON	09/01/2024	09/24/2024	46.79	0.00	Paid	Y
	PAINT SPRAYER	Bjohnson18					09/01/2024
	7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES		46.79			
09012024							
122922	AMAZON	09/01/2024	09/24/2024	36.98	0.00	Paid	Y
	TRIMMER HEAD	Bjohnson18					09/01/2024
	7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES		36.98			
09012024							
122923	AMAZON	09/01/2024	09/24/2024	63.66	0.00	Paid	Y
	EXHAUST SYSTEM CLEAN	Bjohnson18					09/01/2024
	7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES		63.66			
09012024							
122924	AMAZON	09/01/2024	09/24/2024	40.99	0.00	Paid	Y
	CHAINSAW BEVEL GEAR	Bjohnson18					09/01/2024
	7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES		40.99			
09012024							
122925	AMAZON	09/01/2024	09/24/2024	126.68	0.00	Paid	Y
	SMOKE MACHINE LEAK DETECTOR	Bjohnson18					09/01/2024
	7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES		126.68			
09012024							
122926	AMAZON	09/01/2024	09/24/2024	102.51	0.00	Paid	Y
	BULK CABLE - 100 FEET	Bjohnson18					09/01/2024
	7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES		102.51			
09012024							
122927	AMAZON	09/01/2024	09/24/2024	15.02	0.00	Paid	Y
	BEAD SEALER	Bjohnson18					09/01/2024
	7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES		15.02			
09012024							
122928	AMAZON	09/01/2024	09/24/2024	175.04	0.00	Paid	Y
	RADIAL TIRE	Bjohnson18					09/01/2024
	7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES		175.04			

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Purchase Card Vendor: 100292 U. S. BANCORP								
09012024								
122929	UPS		09/01/2024	09/24/2024	19.24	0.00	Paid	Y
	SHIPPING		Bjohnson18					09/01/2024
	6700-6705-6378.00000	POSTAGE & SHIPPING			19.24			
09012024								
122930	UPS		09/01/2024	09/24/2024	9.87	0.00	Paid	Y
	SHIPPING		Bjohnson18					09/01/2024
	6700-6705-6378.00000	POSTAGE & SHIPPING			9.87			
09012024								
122931	UPS		09/01/2024	09/24/2024	10.05	0.00	Paid	Y
	SHIPPING		Bjohnson18					09/01/2024
	6700-6705-6378.00000	POSTAGE & SHIPPING			10.05			
09012024								
122932	AMAZON		09/01/2024	09/24/2024	71.55	0.00	Paid	Y
	DMV SUPPLIES - 2 COPIER TONERS		Bjohnson18					09/01/2024
	6700-6705-6214.00000	OPERATING SUPPLIES			71.55			
09012024								
122933	AMAZON		09/01/2024	09/24/2024	26.24	0.00	Paid	Y
	DMV - 5 INK REFILLS		Bjohnson18					09/01/2024
	6700-6705-6214.00000	OPERATING SUPPLIES			26.24			
09012024								
122934	AMAZON		09/01/2024	09/24/2024	358.61	0.00	Paid	Y
	FIRE OFFICER TEXTBOOKS (4)		Bjohnson18					09/01/2024
	1000-1260-6516.00000	SUBSCRIPTIONS & BOOKS			358.61			
09012024								
122935	AMAZON		09/01/2024	09/24/2024	313.24	0.00	Paid	Y
	FIRE INSTRUCTOR TEXTBOOKS (5)		Bjohnson18					09/01/2024
	1000-1260-6516.00000	SUBSCRIPTIONS & BOOKS			313.24			
09012024								
122936	GFOA		09/01/2024	09/24/2024	20.00	0.00	Paid	Y
	MN GFOA TRAINING/CLASS - BRADY		Bjohnson18					09/01/2024
	1000-1050-6512.00000	CONFERENCE & SCHOOLS			20.00			
09012024								
122937	GFOA		09/01/2024	09/24/2024	20.00	0.00	Paid	Y
	MN GFOA CLASS - TRAINING: BRADY		Bjohnson18					09/01/2024
	1000-1050-6512.00000	CONFERENCE & SCHOOLS			20.00			

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Purchase Card Vendor: 100292 U. S. BANCORP							
09012024							
122938	WRISTBANDBROS	09/01/2024	09/24/2024	169.50	0.00	Paid	Y
	WRIST BANDS - SWAG	Bjohnson18					09/01/2024
	1000-1030-6740.00000	CONTINGENCY		169.50			
09012024							
122939	STICKER APP	09/01/2024	09/24/2024	86.00	0.00	Paid	Y
	STICKERS - SWAG	Bjohnson18					09/01/2024
	1000-1030-6740.00000	CONTINGENCY		86.00			
09012024							
122940	4 IMPRINT INC	09/01/2024	09/24/2024	211.56	0.00	Paid	Y
	SWAG	Bjohnson18					09/01/2024
	1000-1030-6740.00000	CONTINGENCY		211.56			
09012024							
122941	MN ASSN OF GOVERNMENT COMMUNICATORS	09/01/2024	09/24/2024	150.00	0.00	Paid	Y
	CONVERENCE - RACHEL LEEN	Bjohnson18					09/01/2024
	1000-1005-6510.00000	MEETING / TRAVEL EXPENSE		150.00			
09012024							
122942	MN BLACK PEACE OFFICERS ASSN	09/01/2024	09/24/2024	50.00	0.00	Paid	Y
	MN BLACK PEACE OFFICERS FEES -	Bjohnson18					09/01/2024
	1000-1200-6512.00000	CONFERENCE & SCHOOLS		50.00			
09012024							
122943	MNAPOA.ORG	09/01/2024	09/24/2024	114.95	0.00	Paid	Y
	MN ASIAN PEACE OFFICERS ASSOCIATION	Bjohnson18					09/01/2024
	1000-1200-6512.00000	CONFERENCE & SCHOOLS		114.95			
09012024							
122944	AMERICINN	09/01/2024	09/24/2024	593.20	0.00	Paid	Y
	LODGING - TRAINING	Bjohnson18					09/01/2024
	1000-1205-6512.00000	CONFERENCE & SCHOOLS		593.20			
09012024							
122945	AMERICINN	09/01/2024	09/24/2024	593.20	0.00	Paid	Y
	LODGING - TRAINING	Bjohnson18					09/01/2024
	1000-1205-6512.00000	CONFERENCE & SCHOOLS		593.20			
09012024							
122946	HY VEE INC	09/01/2024	09/24/2024	155.48	0.00	Paid	Y
	GRILL & GO	Bjohnson18					09/01/2024
	1000-1200-6382.00000	ADVERTISING / PROMOTIONS		155.48			

Purchase Card Vendor: 100292 U. S. BANCORP

Inv Num / Inv Ref#	Vendor / Description / GL Distribution		Inv Date / Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized / Post Date
09012024								
122947	FRANKIES		09/01/2024	09/24/2024	47.57	0.00	Paid	Y
	MAC MEETING		Bjohnson18					09/01/2024
	1000-1200-6382.00000	ADVERTISING / PROMOTIONS			47.57			
09012024								
122948	STOP STICK		09/01/2024	09/24/2024	825.00	0.00	Paid	Y
	PIRANAH TIRE DELATION DEVICES		Bjohnson18					09/01/2024
	1000-1205-6235.00000	SMALL EQUIP EXP <$5,000			825.00			
09012024								
122949	HOME DEPOT		09/01/2024	09/24/2024	(3.31)	0.00	Paid	Y
	SALES TAX REFUND		Bjohnson18					09/01/2024
	1000-1205-6214.00000	OPERATING SUPPLIES			(3.31)			
09012024								
122950	HOME DEPOT		09/01/2024	09/24/2024	(38.88)	0.00	Paid	Y
	PAINT / PRIMER - RETURN TO REGAIN		Bjohnson18					09/01/2024
	1000-1205-6214.00000	OPERATING SUPPLIES			(38.88)			
09012024								
122951	HOME DEPOT		09/01/2024	09/24/2024	38.88	0.00	Paid	Y
	PAINT / PRIMER		Bjohnson18					09/01/2024
	1000-1205-6214.00000	OPERATING SUPPLIES			38.88			
09012024								
122952	GOOGLE.COM		09/01/2024	09/24/2024	9.99	0.00	Paid	Y
	GOOGLE OFFICES - JOEL GINN		Bjohnson18					09/01/2024
	1000-1325-6214.00000	OPERATING SUPPLIES			9.99			
09012024								
122953	APA		09/01/2024	09/24/2024	467.00	0.00	Paid	Y
	APA ANNUAL CONFERENCE - HEATHER RAND		Bjohnson18					09/01/2024
	1000-1100-6512.00000	CONFERENCE & SCHOOLS			467.00			
09012024								
122954	SENSITIVE LAND USE COALITION		09/01/2024	09/24/2024	75.00	0.00	Paid	Y
	SLUC MEMBERHIP FOR HEATHER RAND		Bjohnson18					09/01/2024
	1000-1100-6514.00000	DUES & MEMBERSHIPS			75.00			
09012024								
122955	APA		09/01/2024	09/24/2024	467.00	0.00	Paid	Y
	APA ANNUAL CONFERENCE - WILL B		Bjohnson18					09/01/2024
	1000-1100-6512.00000	CONFERENCE & SCHOOLS			467.00			

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Purchase Card Vendor: 100292 U. S. BANCORP

09012024								
122956	SENSITIVE LAND USE COALITION		09/01/2024	09/24/2024	75.00	0.00	Paid	Y
	SLUC ANNUAL MEMBERSHIP - WILL B		Bjohnson18					09/01/2024
	1000-1100-6514.00000	DUES & MEMBERSHIPS			75.00			
09012024								
122957	APA		09/01/2024	09/24/2024	110.69	0.00	Paid	Y
	APA ANNUAL MEMBERSHIP - WILL B		Bjohnson18					09/01/2024
	1000-1100-6514.00000	DUES & MEMBERSHIPS			110.69			
09012024								
122958	SENSITIVE LAND USE COALITION		09/01/2024	09/24/2024	96.00	0.00	Paid	Y
	SLUC TRAINING FEE FOR WORKSHOP -		Bjohnson18					09/01/2024
	1000-1100-6512.00000	CONFERENCE & SCHOOLS			96.00			
09012024								
122959	SUNCO		09/01/2024	09/24/2024	32.15	0.00	Paid	Y
	GAS FOR RENTAL CAR		Bjohnson18					09/01/2024
	1000-1430-6510.00000	MEETING / TRAVEL EXPENSE			32.15			
09012024								
122960	EXXON		09/01/2024	09/24/2024	21.12	0.00	Paid	Y
	GAS FOR RENTAL CAR		Bjohnson18					09/01/2024
	1000-1430-6510.00000	MEETING / TRAVEL EXPENSE			21.12			
09012024								
122961	BCA		09/01/2024	09/24/2024	75.00	0.00	Paid	Y
	PHENOW		Bjohnson18					09/01/2024
	1000-1200-6512.00000	CONFERENCE & SCHOOLS			75.00			
09012024								
122962	MYSTIC LAKE		09/01/2024	09/24/2024	512.01	0.00	Paid	Y
	HOTEL - SMYKALSKI / LOCAL 49 SCHOOL		Bjohnson18					09/01/2024
	1000-1600-6512.00000	CONFERENCE & SCHOOLS			512.01			
09012024								
122963	MN SOCIETY OF ABORICULTURE		09/01/2024	09/24/2024	145.00	0.00	Paid	Y
	FALL ABORICULTURE CONFERENCE -		Bjohnson18					09/01/2024
	1000-1370-6512.00000	CONFERENCE & SCHOOLS			145.00			
09012024								
122964	PESCO DISTRIBUTORS		09/01/2024	09/24/2024	193.98	0.00	Paid	Y
	LIME SILO BINDICATOR		Bjohnson18					09/01/2024
	6000-6020-6340.00000	REPAIR & MAINTENANCE			193.98			

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

Purchase Card Vendor: 100292 U. S. BANCORP

Inv Num / Inv Ref#	Vendor / Description / GL Distribution		Inv Date / Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized / Post Date
09012024								
122965	MPCA		09/01/2024	09/24/2024	408.60	0.00	Paid	Y
	MCPA CONSTRUCTION PERMIT - 41ST		Bjohnson18					09/01/2024
	5410-5410-6718.00000-00044123	LICENSES TAXES & FEES			408.60			
09012024								
122966	MN RURAL WATER		09/01/2024	09/24/2024	150.00	0.00	Paid	Y
	SASS - WACONIA EXPO		Bjohnson18					09/01/2024
	6000-6005-6512.00000	CONFERENCE & SCHOOLS			150.00			
09012024								
122967	MN RURAL WATER		09/01/2024	09/24/2024	300.00	0.00	Paid	Y
	NEVALA- MRWA WATER SCHOOL		Bjohnson18					09/01/2024
	1000-1600-6512.00000	CONFERENCE & SCHOOLS			300.00			
09012024								
122968	LOCAL 49		09/01/2024	09/24/2024	21.25	0.00	Paid	Y
	SMYKALSKI - CDL FEE		Bjohnson18					09/01/2024
	1000-1600-6718.00000	LICENSES TAXES & FEES			21.25			
09012024								
122969	MENARDS		09/01/2024	09/24/2024	48.93	0.00	Paid	Y
	TAPE - POLY		Bjohnson18					09/01/2024
	7100-7115-6214.00000	OPERATING SUPPLIES			48.93			
09012024								
122970	AMAZON		09/01/2024	09/24/2024	39.99	0.00	Paid	Y
	TV MOUNT EXTENTION		Bjohnson18					09/01/2024
	7100-7115-6214.00000	OPERATING SUPPLIES			39.99			
09012024								
122971	HOME DEPOT		09/01/2024	09/24/2024	261.54	0.00	Paid	Y
	WEED KILLER		Bjohnson18					09/01/2024
	7100-7115-6214.00000	OPERATING SUPPLIES			261.54			
09012024								
122972	HOME DEPOT		09/01/2024	09/24/2024	79.97	0.00	Paid	Y
	VACUUM CLEANER		Bjohnson18					09/01/2024
	1000-1565-6214.00000	OPERATING SUPPLIES			79.97			
09012024								
122973	AMAZON		09/01/2024	09/24/2024	104.98	0.00	Paid	Y
	TAPE / FLOORMATS		Bjohnson18					09/01/2024
	1000-1567-6234.00000	EQUIPMENT PARTS & SUPPLIES			104.98			

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

Purchase Card Vendor: 100292 U. S. BANCORP

Inv Num / Inv Ref#	Vendor / Description / GL Distribution	Inv Date / Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized / Post Date
09012024							
122974	AMAZON	09/01/2024	09/24/2024	494.97	0.00	Paid	Y
	BALL HITCHES	Bjohnson18					09/01/2024
	1000-1567-6234.00000	EQUIPMENT PARTS & SUPPLIES		494.97			
09012024							
122975	MENARDS	09/01/2024	09/24/2024	(71.52)	0.00	Paid	Y
	CREDIT - LUMBER	Bjohnson18					09/01/2024
	1000-1567-6214.00000	OPERATING SUPPLIES		(71.52)			
09012024							
122976	MENARDS	09/01/2024	09/24/2024	332.23	0.00	Paid	Y
	HELMETS/BOLTS/WASHERS	Bjohnson18					09/01/2024
	1000-1567-6214.00000	OPERATING SUPPLIES		332.23			
09012024							
122977	AMAZON	09/01/2024	09/24/2024	39.38	0.00	Paid	Y
	HEADSET / MICROPHONES	Bjohnson18					09/01/2024
	7100-7110-6214.00000	OPERATING SUPPLIES		39.38			
09012024							
122978	AMAZON	09/01/2024	09/24/2024	24.99	0.00	Paid	Y
	HEADSET / MICROPHONES	Bjohnson18					09/01/2024
	7100-7110-6214.00000	OPERATING SUPPLIES		24.99			
09012024							
122979	AMAZON	09/01/2024	09/24/2024	8.49	0.00	Paid	Y
	CHARGER	Bjohnson18					09/01/2024
	7100-7110-6214.00000	OPERATING SUPPLIES		8.49			
09012024							
122980	AMAZON	09/01/2024	09/24/2024	9.99	0.00	Paid	Y
	CHARGERS	Bjohnson18					09/01/2024
	7100-7110-6214.00000	OPERATING SUPPLIES		9.99			
09012024							
122981	AMAZON	09/01/2024	09/24/2024	37.98	0.00	Paid	Y
	SURFACE STYLUS PENS	Bjohnson18					09/01/2024
	7100-7110-6214.00000	OPERATING SUPPLIES		37.98			
09012024							
122982	AMAZON	09/01/2024	09/24/2024	156.84	0.00	Paid	Y
	SSD DRIVE FOR LAPTOP	Bjohnson18					09/01/2024
	7100-7110-6234.00000	EQUIPMENT PARTS & SUPPLIES		156.84			

Inv Num / Inv Ref#	Vendor / Description / GL Distribution	Inv Date / Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized / Post Date
Purchase Card Vendor: 100292 U. S. BANCORP							
09012024							
122983	AMAZON	09/01/2024	09/24/2024	43.92	0.00	Paid	Y
	BUSYLIGHT FOR PHONE	Bjohnson18					09/01/2024
	7100-7110-6214.00000	OPERATING SUPPLIES		43.92			
09012024							
122984	AMAZON	09/01/2024	09/24/2024	299.00	0.00	Paid	Y
	IPAD FOR COUNCIL	Bjohnson18					09/01/2024
	7100-7110-6234.00000	EQUIPMENT PARTS & SUPPLIES		299.00			
Total Purchase Card Vendor: 100292 U. S. BANCORP				12,547.55	0.00		

# of Invoices:	103	# Due: 0	Totals:	14,123.77	0.00
# of Credit Memos:	6	# Due: 0	Totals:	(1,576.22)	0.00
Net of Invoices and Credit Memos:				12,547.55	0.00

* 1 Net Invoices have Credits Totalling: (7.79)

Inv Num / Inv Ref#	Vendor / Description / GL Distribution	Inv Date / Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized / Post Date
--- TOTALS BY FUND ---							
	1000 - GENERAL FUND			8,754.31	0.00		
	5410 - TRAFFIC/TRANSPORT IMPROVEME			408.60	0.00		
	6000 - WATER			997.66	0.00		
	6700 - DEPUTY REGISTRAR			388.68	0.00		
	7000 - CENTRAL GARAGE			1,589.51	0.00		
	7100 - CENTRAL SERVICES			1,471.31	0.00		
	8900 - INVESTMENT CONTROL			(1,062.52)	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	1005 - LEGISLATIVE			150.00	0.00		
	1030 - ADMINISTRATIVE SERVICES			476.56	0.00		
	1050 - FINANCIAL SERVICES			40.00	0.00		
	1100 - PLANNING & ZONING			1,290.69	0.00		
	1200 - POLICE SUPPORT SERVICES			637.73	0.00		
	1205 - PATROL SERVICES			2,308.09	0.00		
	1260 - FIRE PREVENTION / SUPPRESSI			1,014.40	0.00		
	1300 - RECREATION ADMINISTRATION			122.89	0.00		
	1325 - GENERAL PROGRAMS			114.30	0.00		
	1330 - YOUTH - CHILDREN PROGRAMS			163.56	0.00		
	1335 - SENIOR PROGRAMS			215.76	0.00		
	1370 - FORESTRY			145.00	0.00		
	1390 - LIBRARY BUILDING OPERATIONS			85.83	0.00		
	1400 - ENGINEERING SERVICES			70.28	0.00		
	1430 - BUILDING INSPECTIONS			53.27	0.00		
	1565 - PARKS FACILITY MAINTENANCE			79.97	0.00		
	1567 - PARKS EQUIPMENT MAINTENANCE			860.66	0.00		
	1571 - PARKS BALLFIELD MAINTENANCE			92.06	0.00		
	1600 - STREETS ADMINISTRATION			833.26	0.00		
	5410 - TRAFFIC/TRANSPORT IMPROVEME			408.60	0.00		
	6005 - WATER UTILITY ADMINISTRATIC			583.73	0.00		
	6020 - WATER UTILITY WELL & PLANT			413.93	0.00		
	6705 - LICENSE CENTER OPERATIONS			388.68	0.00		
	7010 - CG VEHICLE MAINTENANCE			1,589.51	0.00		
	7105 - CS GENERAL OFFICE			83.49	0.00		
	7110 - CS INFORMATION TECHNOLOGY			812.01	0.00		
	7115 - CS GOVERNMENT BUILDINGS			575.81	0.00		
	8900 - INVESTMENT CONTROL			(1,062.52)	0.00		
--- TOTALS BY PAYMENT CARD ACCOUNT ---							
	0084			193.98			
	0337			40.00			
	0348			408.60			

Inv Num / Inv Ref#	Vendor / Description / GL Distribution	Inv Date / Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized / Post Date
--- TOTALS BY PAYMENT CARD ACCOUNT ---							
	0731			1,887.42			
	1355			512.01			
	1568			617.06			
	3103			626.80			
	3130			118.99			
	4364			75.00			
	5111			136.95			
	5157			671.85			
	5319			1,290.69			
	5335			53.27			
	5971			9.99			
	6142			145.00			
	6658			(42.19)			
	6719			854.72			
	6932			915.03			
	8046			653.68			
	8415			620.59			
	8424			1,291.09			
	8631			2,379.40			
	8722			471.25			

ROBBINSDALE

TO:	Mayor and City Council
PREPARED BY:	Matthew Bazyk, Recreation Services Manager
APPROVED BY:	Tim Sandvik, City Manager
DATE:	November 6, 2024
RE:	MNRPF Grant Opportunity

Background:

The Minnesota Recreation and Park Foundation New Initiative Grant Program, is intended to **spur innovation** in parks and recreation services at a local, regional, or state-wide level that ultimately could have state-wide impact.

Analysis:

Robbinsdale Recreation is applying for a $4,000 grant to create a program that teaches local, small urban gardeners how to generate income from their gardens by developing a platform that gives them this opportunity. The program will run through the Spring and Summer 2025. We will partner with Latine farmer Rodrigo Cala to instruct program participants how and when to plant, irrigate and harvest, packing and food safety protocol, and marketing and selling their produce. Rodrigo Cala is a member of the Latino Economic Development Center (LEDC) teaching aspiring farmers how to start and grow this hobby into economic gain.

Recommendation:

If awarded the grant, allow us to accept the $4,000 and create our new program.

Attachments:

None

ROBBINSDALE

TO:	Mayor and City Council
PREPARED BY:	Diaa Tahoun, Finance Director
APPROVED BY:	Tim Sandvik, City Manager
DATE:	November 6, 2024
RE:	Investment Report

Background:

Attached is the investment portfolio information for the quarter ending Sep 30, 2024, prepared by the Finance Department. The report includes quarterly cash position amounts for 2024, as well as a future economic outlook.

Analysis:

This summarized information reflects activity by category that has occurred to date throughout the quarter.

Recommendation:

Approve a motion to acknowledge the Investment Report for the quarter ended Sep 2024.

Attachments:

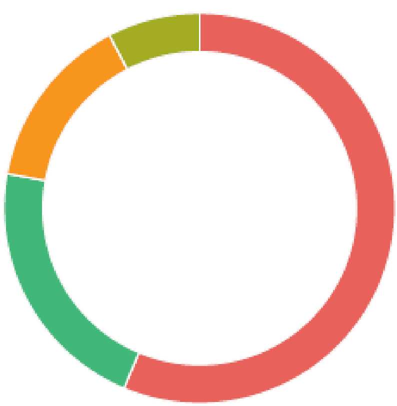
1. Q3 2024

PORTFOLIO STATISTICS

GENERAL	
# of Positions	153
Total Par	49,815,898
Total Market Value	$48,558,665
Total Accrued Interest	$238,482
Cash	$0
Portfolio Value	$48,797,147
Callable %	3.96%
AVERAGES	
Maturity	01/20/2027 (2.25 Yrs)
Duration	2.065
Coupon	2.622
Price	83.440
Yield to Worst	4.104
Yield to Maturity	4.109
INCOME	
Next 12 Months	$946,866
Annualized Gross Income	$1,121,356
Unrealized Gain/Loss	-$144,227

State Board of Investment (SBI) Par	$100,000
State Board of Investment (SBI) Market Value	$110,536

ASSET TYPE DISTRIBUTION



- US Municipal Bond 56.31%
- Money Market 21.52%
- Money Market Fund 14.54%
- Government/Agency Bond 7.61%

Note

An unrealized loss is a decrease in the value of an investment that an investor holds. A gain or loss becomes realized when the investment is actually sold. Our investments are not intended to be sold, but instead held to maturity. The unrealized loss is a function of rising interest rates.

Economic Outlook

Treasury Bond Yields Hit a Three-Month High
U.S. Treasury bond yields rose again last week, extending their recent ascent in the aftermath of the Federal Reserve's mid-September decision to cut its interest rate policy benchmark rate. The bellwether 10-year Treasury note closed the week yielding 4.24%, the highest level since mid-July and up from a year-to-date low of 3.62% on Sept. 16th, just prior to the Fed's decision to lower the target range for the federal funds rate. Notwithstanding the Fed's pivot to easier interest rate policy, recent stronger-than-expected economic and inflation data have pressured market yields higher.
Housing Prices Hit Another New High

Beige Book Reports Steady Economic Activity

The Federal Reserve last week released its most recent Beige Book, a periodic compilation of anecdotal information summarizing economic conditions across the 12 Federal Reserve Districts. Compared to the last report in early September, most districts reported little growth in economic activity, due in part to declining manufacturing activity. Inflation continued to moderate in most districts, though some reported that consumers' composition of purchases moved towards less expensive alternatives. In terms of employment, more than half of the districts reported slight or modest growth with the rest reporting little or no change.

Home Sales Fall to a 14-Year Low

Sales of existing homes in the U.S. fell in September for the sixth time in seven months, according to the National Association of Realtors. Declining 1% from the prior month, September sales totaled 3.84 million (seasonally adjusted annual rate), the lowest level in 14 years. Three out of four major regions in the U.S. experienced a drop in sales compared to August, with only the West seeing a rise. At the same time, the median existing home sales price increased 3.0% over the prior year to $404,500, the 15th consecutive month of year-over-year price gains.

Gold Sets Another Record High
The 2024 gold rally took another step higher last week, with the front-month futures contract for the metal hitting another all-time high and surpassing $2,700 an ounce for the first time. Year-to-date, gold is up more than 30%, making it one of the strongest performing assets thus far in 2024. Analysts attribute the recent push higher to geopolitical and economic uncertainty prompting investors to reposition their portfolios towards "safe haven" asset classes. Additionally, the recent Federal Reserve interest rate cut and expectations for future cuts may be contributing to the rally, as looser monetary policy has historically been supportive of precious metal values.

ROBBINSDALE

TO:	Mayor and City Council
PREPARED BY:	Diaa Tahoun, Finance Director
APPROVED BY:	Tim Sandvik, City Manager
DATE:	November 6, 2024
RE:	Quarterly Financial Information for General, Water, Sanitary Sewer, Storm Sewer and Solid Waste

Background:

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

Analysis:

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

Recommendation:

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

Attachments:

1. Quarterly FS 9.30.24

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

	3rd Quarter 2024	Year to Date Actual	Annual Budget	Under (Over) Budget	Percent Received / Expended
Revenues/Other Cash Inflow					
Taxes	$ 778,312	$ 4,478,312	$ 8,728,400	$ 4,250,088	51.3%
Business Licenses	2,521	97,140	176,695	79,555	55.0%
Non-Business Licenses & Permits	104,219	314,684	395,018	80,334	79.7%
Intergovernmental	1,357,490	1,473,368	2,984,994	1,511,626	49.4%
General Government Fees	53,781	219,054	398,079	179,025	55.0%
Public Safety Fees	4,920	14,406	51,064	36,658	28.2%
Recreation Fees	24,554	93,585	98,242	4,657	95.3%
Fines & Forfeitures	50,688	148,132	186,443	38,311	79.5%
Franchise Fees	92,846	218,384	528,887	310,503	41.3%
Interest and dividends			152,000	152,000	
Miscellaneous Revenue	8,808	20,781	12,800	(7,981)	162.4%
Contributions From Other Funds			625,000	625,000	
Total Revenues/Other Cash Inflows	**$ 2,478,139**	**$ 7,077,846**	**$ 14,337,622**	**$ 7,259,776**	**49.4%**

	3rd Quarter 2024	Year to Date Actual	Annual Budget	Under (Over) Budget	Percent Received / Expended
Expenses/Other Cash Outflow					
City Council	$ 29,241	$ 92,762	$ 147,250	$ 54,488	63.0%
Legal Services	23,048	46,750	113,897	67,147	41.0%
Administrative Services	129,228	368,362	606,957	238,595	60.7%
Assessing	2,048	83,121	158,794	75,673	52.3%
Financial Services	53,931	218,533	375,757	157,224	58.2%
Community Development	144,428	433,192	688,439	255,247	62.9%
Police Services	1,375,468	4,265,528	6,957,150	2,691,622	61.3%
Fire Services	247,984	719,718	1,127,975	408,257	63.8%
Recreation & Parks	188,393	492,876	767,606	274,730	64.2%
Engineering Services	182,254	543,452	902,708	359,256	60.2%
Public Works	577,343	1,684,537	2,731,874	1,047,337	61.7%
Transfer to Other Funds					
Total Expenses/Other Cash Outflow	**$ 2,953,366**	**$ 8,948,831**	**$ 14,578,407**	**$ 5,629,576**	**61.4%**

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

	3rd Quarter 2024	Year to Date Actual	Annual Budget	Under (Over) Budget	Percent Received / Expended
Water Utility Operations					
Revenues/Other Cash Inflow					
Water Charges	$ 932,157	$ 3,009,486	$ 4,422,265	$ 1,412,779	68.1%
Intergovernmental - Grants	9,745	344,547	6,000,000	5,655,453	5.7%
Interest Income	1,168	5,384	110,000	104,616	4.9%
Bond Proceeds			2,150,000	2,150,000	
Other Revenue		896	30,250	29,354	3.0%
Total Revenues/Other Cash Inflows	**$ 943,070**	**$ 3,360,313**	**$ 12,712,515**	**$ 9,352,202**	**26.4%**
Expenses/Other Cash Outflow					
Personal Service	$ 112,122	$ 398,676	$ 533,283	$ 134,607	74.8%
Supplies	71,398	280,369	520,342	239,973	53.9%
Other Services & Charges	173,552	734,365	791,298	56,933	92.8%
Depreciation	300,000	900,000	1,200,000	300,000	75.0%
Capital Improvements	335,927	759,027	8,522,740	7,763,713	8.9%
Bond Principal	2,072,000	2,437,000	2,461,000	24,000	99.0%
Bond Interest	343,045	597,559	594,106	(3,453)	100.6%
Fiscal Agent Fees	139	176	592	416	29.7%
Debt Issuance Cost			20,000	20,000	
Operating Transfers Out			65,000	65,000	
Total Expenses/Other Cash Outflow	**$ 3,408,183**	**$ 6,107,172**	**$ 14,708,361**	**$ 8,601,189**	**41.5%**
		Increase (Decrease)			
Year-to-date Revenue less Expenses		$ (2,746,859)			

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

	3rd Quarter 2024	Year to Date Actual	Annual Budget	Under (Over) Budget	Percent Received / Expended
Sanitary Sewer Operations					
Revenues/Other Cash Inflow					
Sanitary Sewer Charges	$ 591,447	$ 2,182,493	$ 3,244,297	$ 1,061,804	67.3%
Interest Income	412	1,900	33,000	31,100	5.8%
Bond Proceeds			543,000	543,000	
Other Revenue			5,000	5,000	
Total Revenues/Other Cash Inflows	**$ 591,859**	**$ 2,184,393**	**$ 3,825,297**	**$ 1,640,904**	**57.1%**
Expenses/Other Cash Outflow					
Personal Service	$ 55,182	$ 122,555	$ 221,189	$ 98,634	55.4%
Supplies	892	6,209	47,835	41,626	13.0%
Other Charges & Services	399,411	1,178,236	1,648,808	470,572	71.5%
Depreciation	64,375	193,125	257,500	64,375	75.0%
Capital Improvements	15,341	57,117	783,990	726,873	7.3%
Bond Principal Pymts		415,000	390,000	(25,000)	106.4%
Bond Interest	47,498	69,711	56,336	(13,375)	123.7%
Fiscal Agent Fees	43	84	649	565	12.9%
Debt Issuance Cost			8,240		
Operating Transfers Out			16,000	16,000	
Total Expenses/Other Cash Outflow	**$ 582,742**	**$ 2,042,037**	**$ 3,430,547**	**$ 1,380,270**	**59.5%**

	Increase (Decrease)
Year-to-date Revenue less Expenses	$ 142,356

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

	3rd Quarter 2024	Year to Date Actual	Annual Budget	Under (Over) Budget	Percent Received / Expended
Storm Sewer Operations					
Revenues/Other Cash Inflow					
Storm Sewer Charges	$ 384,713	$ 1,445,819	$ 2,030,393	$ 584,574	71.2%
Interest Income	309	1,425	8,000	6,575	17.8%
Bond Proceeds			1,195,000	1,195,000	
Other Revenue		3,932		(3,932)	
Total Revenues/Other Cash Inflows	**$ 385,022**	**$ 1,451,176**	**$ 3,233,393**	**$ 1,782,217**	**44.9%**
Expenses/Other Cash Outflow					
Personal Service	$ 39,773	$ 100,962	$ 198,822	$ 97,860	50.8%
Supplies	275	48,625	144,885	96,260	33.6%
Other Charges & Services	126,642	358,145	574,705	216,560	62.3%
Depreciation	100,000	300,000	400,000	100,000	75.0%
Capital Improvements	4,151	15,303	1,533,270	1,517,967	1.0%
Bond Principal Pymts		415,000	415,000		100.0%
Bond Interest	61,259	105,303	105,303		100.0%
Fiscal Agent Fees	85	152	400		
Debt Issuance Cost	651	651			
Operating Transfers out			25,000	25,000	
Total Expenses/Other Cash Outflow	**$ 332,836**	**$ 1,344,141**	**$ 3,397,385**	**$ 2,053,647**	**39.6%**

	Increase (Decrease)
Year-to-date Revenue less Expenses	$ 107,035

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

	3rd Quarter 2024	Year to Date Actual	Annual Budget	Under (Over) Budget	Percent Received / Expended
Solid Waste Operations					
Revenues/Other Cash Inflow					
Solid Waste Charges	$ 424,116	$ 1,668,703	$ 2,293,556	$ 624,853	72.8%
County Grant Revenue	32,455	32,455	68,000	35,545	47.7%
Interest Income			10,000	10,000	
Other Revenue	900	2,350	28,790	26,440	8.2%
Total Revenues/Other Cash Inflows	**$ 457,471**	**$ 1,703,508**	**$ 2,400,346**	**$ 696,838**	**71.0%**
Expenses/Other Cash Outflow					
Personal Service	$	$	$	$	
Supplies					
Other Charges & Services	673,830	1,410,398	2,021,541	611,143	69.8%
Transfer to Other Funds			200,000	200,000	
Total Expenses/Other Cash Outflow	**$ 673,830**	**$ 1,410,398**	**$ 2,221,541**	**$ 811,143**	**63.5%**

	Increase (Decrease)
Year-to-date Revenue less Expenses	$ 293,110

ROBBINSDALE

TO:	Mayor and City Council
PREPARED BY:	Kayla Kirtz, Sustainability Coordinator
APPROVED BY:	Tim Sandvik, City Manager
DATE:	November 6, 2024
RE:	MPCA Community Resilience Planning Grant

Background:

During the 2023 Legislative Session, ongoing funding was appropriated to support communities in planning and implementing projects for climate resiliency and water infrastructure that will allow for adaptation for a changing climate. The Minnesota Pollution Control Agency (MPCA) now seeks proposals for projects that enable communities to assess vulnerabilities and begin planning for the effects of Minnesota's changing climate in three areas: stormwater resilience, wastewater system resilience, and community resilience. The MPCA will distribute $750,000 for climate planning projects to be awarded in State fiscal year 2025. Projects must be completed no later than June 30, 2026. There is no minimum or maximum grant award under this RFP. Proposals are due no later than 4:00 p.m. on November 14, 2024. Staff seek to apply for a grant from the MPCA to fund the planning of a Resilience Hub at Sanborn Park. A Resilience Hub is a community facility that prepares residents for emergencies by connecting them to resources and services.

Analysis:

Sustainability, climate action, and the pursuance of external funding sources have been deemed priorities for consecutive years by the Robbinsdale City Council. Further, the reconstruction of the Sanborn Park building has been on the horizon for a number of years. The advancement of the Robbinsdale Parks Master Plan has reestablished the need for a community space that meets the recreational and programming services of the community of Robbinsdale. Finally, there is significant stormwater infrastructure that is slated for replacement within and around Sanborn Park over the next 1–2 years.

It is generally accepted that the municipal and park buildings within the City of Robbinsdale are outdated and do not meet the needs of the community nor staff. The City will also continue to experience increasing precipitation levels, warming temperatures, and an increased frequency of hazardous weather events as a result of climate change. Funding is available from the MPCA to plan projects that enhance the climate resilience of Minnesota's communities and water systems. Staff have identified this as an opportunity to plan the Sanborn Park building to be a resilient community asset that operates to serve the day-to-day programming and community gathering needs of Robbinsdale, while also operating as a safe space of refuge ("Resilience Hub") that provides access to resources during times of extreme heat or other weather events. This proposed project would also fund the final engineering plans for the stormwater infrastructure upgrades necessary within the park. The Parks Master Planning process has initiated some of the critical community engagement necessary for reenvisioning Sanborn Park. This project would seek to accelerate this engagement, identify specific community wants, and design a park building that reflects the needs of the community of Robbinsdale, provides a gathering and educational space, and operates as a Resilience Hub in times of extreme weather.

Contingent upon receiving grant funds, the City will pursue comprehensive architectural plans for a Resilience Hub at Sanborn Park, in addition to finalized engineering design plans for stormwater infrastructure within the park. The City must contribute a 10% match, either financial or in-kind, per grant RFP guidelines. In our application, the City would request $45,000 in grant funds, requiring a $4,500 match.

Recommendation:

Motion to approve the submission of a MPCA Community Resilience Planning Grant application.

Attachments:

None

ROBBINSDALE

TO:	Mayor and City Council
PREPARED BY:	Chase Peterson-Etem, City Clerk/Assistant to City Manager
APPROVED BY:	Tim Sandvik, City Manager
DATE:	November 6, 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 11/6/2024.

Attachments:

1. Licenses

BUSINESS LICENSES
FOR COUNCIL APPROVAL

10/23/2024

License Type	Applicant	License Fee
Crane Operators	A & B WELDING & CONSTRUCTION INC.	50.00
Crane Operators	NORTHLAND CRANE SERVICE INC	50.00
Solid Waste Haulers	ANDERSON'S DUMPSTER BOX SERVICES	200.00
Solid Waste Haulers	DICK'S SANITATION	150.00
Solid Waste Haulers	SUBURBAN WASTE SERVICES	50.00
Tree/Lawn Fertilizer	VINELAND TREE CARE	50.00
Tree/Lawn Fertilizer	THE F. A. BARTLETT TREE EXPERTS	50.00
Tree/Lawn Fertilizer	KOTA TREE	50.00
Tree/Lawn Fertilizer	SOS aka: SCHROEDER OUTDOOR SERVICES	50.00
Tree/Lawn Fertilizer	J'S LAWN & LANDSCAPE, INC	50.00

Contractor Licenses for Council Approval

Name	Licensee Type	Fee Amount
ABLE CHIMNEY SWEEPS	Masonry	$50.00
ADMIRAL RADON MECHANICAL SERVICES	Mechanical Contractor	$50.00
ADMIRAL RADON MECHANICAL SERVICES	Plumbing Contractor	$50.00
APOLLO HEATING & AIR	Mechanical Contractor	$50.00
BINZ PLUMBING LLC	Plumbing Contractor	$50.00
BLUE OX HEATING AND AIR	Mechanical Contractor	$50.00
BLUE YETI SERVICES LLC	Mechanical Contractor	$50.00
BLUE YETI SERVICES LLC	Plumbing Contractor	$50.00
BONFE'S PLMBG, HTNG, & AIR INC	Mechanical Contractor	$50.00
BONFE'S PLMBG, HTNG, & AIR INC	Plumbing Contractor	$50.00
BONFE'S PLMBG, HTNG, & AIR INC	Sewer / Water Contractor	$50.00
CUSTOM CLIMATE LLC	Mechanical Contractor	$50.00
D J KRANZ CO INC	General Contractor	$50.00
DJ'S HOME SERVICES, LLC	Mechanical Contractor	$50.00
ECOWATER SYSTEMS	Plumbing Contractor	$50.00
FARR PLUMBING & HEATING	Plumbing Contractor	$50.00
FIRST CLASS PLUMBING LLC	Plumbing Contractor	$50.00
FIRST CLASS PLUMBING LLC	Mechanical Contractor	$50.00
FORCED AIR INC	Mechanical Contractor	$50.00
GENZ-RYAN HEATING & PLUMBING	Plumbing Contractor	$50.00
GENZ-RYAN HEATING & PLUMBING	Mechanical Contractor	$50.00
HAMMER PLUMBING	Plumbing Contractor	$50.00
HEARTH & HOME TECHNOLOGIES INC	Mechanical Contractor	$50.00
HERO HOME SERVICES INC.	Mechanical Contractor	$50.00
HERO HOME SERVICES INC.	Excavation Contractor	$50.00
HERO HOME SERVICES INC.	Plumbing Contractor	$50.00
HERO HOME SERVICES INC.	Sewer / Water Contractor	$50.00
HOME ENERGY CENTER	Mechanical Contractor	$50.00

HY-VEE CONSTRUCTION	Commercial Contractor	$50.00
KGPCO SERVICES LLC (DBA) CIRCET USA	Commercial Contractor	$50.00
MAJESTIC CUSTOM HEATING & A/C	Mechanical Contractor	$50.00
MODERN PLUMBING LLC	Plumbing Contractor	$50.00
MSP PLUMBING, HEATING & AIR	Plumbing Contractor	$50.00
NAC MECHANICAL & ELECTRICAL SERVICES	Plumbing Contractor	$50.00
OUVERSON SEWER & WATER INC	Sewer / Water Contractor	$50.00
OUVERSON SEWER & WATER INC	Excavation Contractor	$50.00
PAUL BUNYAN PLUMBING, LLC	Plumbing Contractor	$50.00
RAY N WELTER HEATING	Mechanical Contractor	$50.00
ROCK SOLID PLUMBING LLC	Plumbing Contractor	$50.00
SIGNART CO INC	Sign Contractor	$50.00
THREE RIVERS MECHANICAL	Mechanical Contractor	$50.00
TOTAL COMFORT	Mechanical Contractor	$50.00
TOTAL COMFORT	Plumbing Contractor	$50.00
TRUSEAL AMERICA	Concrete	$50.00
WATER HILL REMODELING	General Contractor	$50.00
WELD & SONS PLUMBING & HEATING	Plumbing Contractor	$50.00
WELD & SONS PLUMBING & HEATING	Mechanical Contractor	$50.00
WEST EDGE INVENSTMENTS	Commercial Contractor	$50.00
YALE MECHANICAL INC	Mechanical Contractor	$50.00
YALE MECHANICAL INC	Plumbing Contractor	$50.00

Number of Licenses Requesting Council Approval: **50**

ROBBINSDALE

TO:	Mayor and City Council
PREPARED BY:	Richard McCoy, City Engineer/Public Works Director
APPROVED BY:	Tim Sandvik, City Manager
DATE:	November 6, 2024
RE:	41st Avenue Reconstruction Between Railroad Ave and Regent Ave (Project 44123) - Set Date for Assessment Hearing

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Background:

The reconstruction of 41st Avenue between Railroad Avenue and Regent Avenue is part of the 2024 Capital Improvement Plan. Work on the project is well progressed with essentially clean up and punch list items remaining.

At the City Council meeting on May 7th, 2024, the Public Hearings were scheduled for the improvement and special assessments. Following discussion and public testimony during the hearing, the improvement was not supported, and no action was taken regarding the assessments. The improvement was re-considered at the City Council meeting on June 4th, 2024, at which time the improvement was ordered, but the special assessments were held in abeyance to allow a review of the Special Assessment Policy.

During the summer, the Special Assessment Policy was reviewed by staff and the City Council. A number of different ways of handling assessments for street projects were discussed, although for the time being, there was consensus that the existing policy was as equitable as possible and will remain active.

With the completion of the project at hand, staff wish to re-schedule the Public Hearing to consider the special assessments for this project. Based on the notification required under Minnesota Statutes, staff seek to schedule the hearing as part of the City Council meeting of December 3rd, 2024. A resolution setting the Public Hearing is attached.

Analysis:

None

Recommendation:

Staff recommends waiving the reading and adopting the attached resolution scheduling the Public Hearing for the Special Assessments for the 41st Avenue Reconstruction Project (Project 44122) as part of the City Council meeting of December 3rd, 2024.

Attachments:

1. Resolution - Assessment Hearing - 44123 - 06Nov24

Member ___________ moved and Member ___________ seconded a motion that the following resolution be read and adopted this 6th day of November, 2024.

RESOLUTION NO.

A RESOLUTION SCHEDULING THE PUBLIC HEARING FOR THE PROPOSED ASSESSMENTS FOR SECTIONS 41ST AVENUE BETWEEN RAILROAD AND REGENT AVENUES – CITY PROJECT 44123

WHEREAS, the City Council had previously scheduled public hearings for the proposed improvements and assessments associated with the project for the 7th day of May, 2024; and

WHEREAS, while the improvement hearing was held, consideration of assessments for this project were held in abeyance while a review of the Special Assessment Policy was performed; and

WHEREAS, the policy review has taken place;

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

1. The public hearing for the proposed assessments for Project 44123 shall be scheduled for the 3rd day of December, 2024. The hearing shall be held in the Council Chambers of City Hall as part of the meeting at 7:00pm. The City Clerk shall give updated mailed and published notice of such hearing as required by law.

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 6TH DAY OF NOVEMBER, 2024.

____
William A. Blonigan, Mayor

ATTEST:

____
Chase Peterson-Etem, City Clerk

ROBBINSDALE

TO:	Mayor and City Council
PREPARED BY:	Tim Sandvik, City Manager
APPROVED BY:	Tim Sandvik, City Manager
DATE:	November 6, 2024
RE:	1st Reading of Ordinance Adopting Updates to Appendix B - Fee Schedule

Background:

City Code often references "Appendix B", which lists all fees for licenses, permits, and various other City Services. Updates to Appendix B are required to be made by Ordinance.

Analysis:
At least annually, staff review the Fee Schedule to ensure charges remain appropriate. The attached Fee Schedule highlights proposed changes (in red). In summary, recommendations for updates include:

Create a New Certificate of Occupancy/Land Use Registration Application.
This would require staff review, and inspection by community development for commercial, industrial, public and/or multi family building or leased space in which the business, property/leased space use will change, OR, the ownership has changed in order to ensure local and state code compliance. In addition to zoning compliance and city code items, the review would include building/fire code and review applicable city business licenses. If there is not a change of use as defined by city zoning and building codes, the applicant receives a land use registration letter and is charged a fee of $100. If the use reflects a change in use per city code, the a more thorough review and inspection is warranted before issuance of a certificate of occupancy and given this complexity of review, the fee would be based on square feet occupied as follows:

Land Use Review	$100
Up to 5,000 sf	$500
5,001-25,000 sf	$800
25,001-75,000 sf	$1,200
75,001-100,000 sf	$1,600
1000,0001-200,000 sf	$2,000
200,001 sf or greater	$2,500

- **Planning and Land Use Regulations**

The City had provided approval for this update in years past, but was not properly captured in prior Fee Schedules.

Rezoning request	Fee	Community Development	Per Request	$500

Public Works/Public Utilities MISC. - Tree Trimming
City staff is making recommendation to update the following costs, as they reflect charges from professional firms who often assist in these areas.

Tree Trimming		
CR 81 Corridor Tree Knockdown Fees		
Median Tree with Diameter <3"	Each Occurrence	$1,175
Median Tree with Diameter >3"	Each Occurrence	$1,325
	Each Occurrence	$1,025
Boulevard Tree with Diameter >3"	Each Occurrence	$1,175
Other Public Tree Knockdown Fees (Excluding CR 81 Corridor)		
Park or Right-of-Way Tree, all sizes	Each Occurrence	$500

Sump Pump utility charge (non compliance)		$50 per month
Water Meter		$180 + tax
Tailpieces		$47.54 + tax per pair
Horn (mandatory in new homes starting 01-01-06)		$138.67 + tax
Lawn mower		$30 + actual labor cost

Building Inspection Updates
Attachment B
The fee for appliance only permits shall be $50 plus $1 state surcharge ($51 total)

Attachment C
Siding House/Garage $155
Garage Siding $85
Roofing, tear off, House/Garage $155
Garage re-roof $85

Rental License and Inspection Fees
Again, as the City continues to incur costs related to Rental Lines and Inspections, staff is

recommending that fees be adjusted to help cover those costs. After completing a study of neighboring communities, these updated, proposed fees are in line with our neighbors.

	Base License Fee as of the first working day in November	Received after ten working days in November	Received after twenty working days in November
Single Family or ½ duplex (when other side owner occupied)	$200	$225	$325
Duplex or double bungalow (with one owner)	$200 plus $100 for 2nd unit	$325	$425
Three unit dwelling	$300 plus $20 for each unit after 1st 3 units	$400	$500
Townhomes (3 or more attached units)	$200 plus $100 for each unit more than one	$225	$325
Apartments (additional fire inspection fee if over 10 units)	$300 including first 3 units plus $20 per unit	$400	$500
Fire Inspection Fee	$125 per structure		

Re-inspection Fees $100 for each unit requiring re-inspection for the second and each subsequent re-inspection visit necessitated by required repairs not being completed or access being denied. If the initial inspection has a series of deadlines, the initial re-inspection of each group of items would be covered in the base license fee.

Staff will review the materials with Council, and respond to questions, comments, or concerns.

Recommendation:

Hold the First Reading of an Ordinance Adopting Updates to Appendix B - Fee Schedule

Attachments:

1. DRAFT - FEE SCHEDULE Updated 1.1.25
2. Fee Schedule Ord 1st Reading 11.6.24

APPENDIX B
ROBBINSDALE ORDINANCE CODE
AND GENERAL FEE SCHEDULE

Updated 01-01-24

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ROBBINSDALE ORDINANCE CODE
AND GENERAL FEE SCHEDULE

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Attachment A: DEMOLITION AND MOVING PERMIT FEES
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Attachment G: CONDUIT DEBT ISSUANCE FEE SCHEDULE
Attachment H: RENTAL LICENSE INSPECTION FEES
Attachment I: SCHEDULE OF OFFENSES AND FEES ADMINISTRATIVE PENALTY SYSTEM

[1] Fees listed are local only. State and/or County fees may also apply.

Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee
MISCELLANEOUS FEES				
Special Assessment Searches	Fee	Eng & Assessor		$25/search
Special Assessment Self Search	Fee	Assessor		$10/visit
City Ordinance Code (updating not included)	Fee	Administration		$150
City Zoning Ordinance Code (updating not included)	Fee	Administration		$100
City Charter (updating not included)	Fee	Administration		$50
Budget Book - Annual	Fee	Finance		$75
Financial Statements - Annual	Fee	Finance		$75
Comprehensive Plan (updating not included)	Fee	Administration		$75
Copies of Miscellaneous Information	Fee	All		$0.25 Per page
Council Meeting Minutes - mailed – Non-Resident Only	Fee	Administration		$25/year or $0.25 Per page + Postage
Notary	Fee	All		$5.00 per oath; Limited to 2 per occasion (Effective 8-1-14)
Owners List – name & address only (paper copy)	Fee	Assessor		$100 entire city or $0.25 Per page
Owners List - property characteristics (paper & electronic)	Fee	Assessor		$45 per hour for research
Property Record card – except personal residence	Fee	Assessor		$2/record card to maximum of 5
Abatement – administrative oversight	Fee	Assessor		$25
Returned Check	Fee	Finance		$50 each
Filing of Various Instruments	Fee	Administration		None
Administrative Charge for Special Assessments	Fee	Administration		$75 each
Abatement of Nuisance/Problem Property	Fee	All		$50 + actual city costs recovered $50 per visit to property by Inspector prior to and follow-up on Abatement
Conduit Debt Issuance	Fee	Finance		See Attachment G
Road Closure Permit for Construction/Maintenance	Fee	Eng		$100 Single Lane Closure $200 Full Road Closure
US Passport Photo Prints	Fee	Finance		$18 per set of two passport photos

Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee
FEES ESTABLISHED UNDER SEPARATE RESOLUTIONS				
Water Utility Surcharge – per dwelling unit				Separate Resolution
Water Utility Rate - per 1000 gallons				Separate Resolution
Sanitary Sewer Surcharge - per dwelling unit				Separate Resolution
Sanitary Sewer Rate – per 1000 gallons				Separate Resolution
Storm Water – per acre				Separate Resolution
Street Lighting – mid block				Separate Resolution
Garbage				(See Public Health) Separate Resolution
Speed Bumps (Resolution 6340)				$200 per bump site.
Speed Bump Signs				$150 per sign – 2 signs required per block
Speed Bump Administration Fee				$50
Tree Removal – Administration fee – requested oversight				$75.00
Tree Removal –Administration fee - forced removal				150.00
Candidate Filing Fee – City Charter Amendment 38	Fee			$30
MAPS				
Aerials:	Fee	Engineering		$35 - 34"x46" 1"=300' $30 - 21"x27" 1" = 500' $25 - 18"x24" 1"=600'
Others:	Fee	Engineering		$15 - 24"x36" standard plan (photo copy) $30 - 34"x46" lg address/zoning 1" =300' $25 - 21"x27" sm address/zoning 1"=500' $20 - 18"x24" address 1"=600'
Shipping for any of the above maps	Fee	Engineering		$5
GENERAL PROVISIONS – CHAPTER I				
Administrative Penalties – 117	Fee	Code Enforcement	Per occurrence	See Attachment I

Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee
BUILDING, HOUSING AND CONSTRUCTION REGULATIONS – CHAPTER IV				
Demolition & Moving– 400.05	Permit	Building Insp.		See Attachment A
Plumbing – 400.05	Permit	Building Insp.		See Attachment B
Fire Suppression – 400.05	Permit	Building Insp.		See Attachment C
General, Building – 400.05	Permit	Building Insp.		See Attachment C
Plan Review	Permit	Building Insp.		See Attachment C
License Verification (surcharge)	Permit	Building Insp.		See Attachment C
Excavations & other activities in the right of way – 405.19	Permit	Building Insp.		See Attachment C
Mechanical	Permit	Building Insp.		See Attachment D
Signs – 410.25	Permit	Building Insp.		See Attachment E
Masonry – 405.15	Permit	Building Insp.	12/31	$50
Contractors – 405.13	License	Building Insp.	12/31	$50
Excavator – 405.09	License	Building Insp.	12/31	$50
Demolition – 405.08	License	Building Insp.	12/31	$50
Heating & Air Conditioning – 405.01	License	Building Insp.	12/31	$50
Off-Site Directional Signs—410.05 & 841	License	Administration & Engineering	12/31	$240/sign initial fee $40/sign/face plus sign replacement costs, if any, annually
Roofing – 405.17	License	Building Insp.	12/31	$50
Plastering, Stucco, Lathing – 405.11	License	Building Insp.	12/31	$50
Plumbing – 405.01	License	Building Insp.	12/31	$50
Sewer Maintenance – 405.07	License	Engineering	12/31	$50
Crane – 405.21	License	Engineering	12/31	$50
Sign Hanger – 410.27	License	Building Insp.	12/31	$50
Parking Ramp – 415.05	Certificate	Engineering	6/30	$100
Late Fee for Parking Ramp Renewal Submitted after 6/30	Fee	Engineering		$100
Inspection of Rental Dwellings – 425.31	License	Code Enforcement	12/31 Biannually	See Attachment H
Re-inspection of Rental Dwellings – 425.31	License	Code Enforcement		See Attachment H

Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee
BUILDING, HOUSING AND CONSTRUCTION REGULATIONS – CHAPTER IV (CONTINUED)				
Point of Sale Administration Fee – 435.07	Fee	Comm. Devt	12/31	• $50 Initial Evaluator Certification Fee • $25Annual Evaluator Certification • $50 Filing Fee for Point of Sale Reports • $50 Building Official Verification of R/R Item Completion/Resolution – 1st visit, waived if work covered by building permit. $25/visit for additional follow-up inspections, as required for compliance. • $25 Filing Fee for Buyer's Responsibility Agreement

Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee
PLANNING AND LAND USE REGULATIONS – CHAPTER V				
Lot split – 500.13	Fee	Community Development	Per Project	$200
Sketch Plats – 500.15	Fee	Community Development	Per Project	$100
Preliminary Plats – 500.17	Fee	Community Development	Per Project	$200+$100/lot *
Final Plat – 500.19	Fee	Community Development	Per Project	$150 *
Subdivision Variance Application – 500.39	Fee	Community Development	Per Project	$200 *
Initiation of Amendment to Subdivision Regulations – 500.47	Fee	Community Development	Per Project	$500 *
Initiate Amendment to City of Zoning Code	Fee	Community Development	Request	$500 *
Use Permit – 535.11, Subd. 1	Fee	Community Development	Per Project	$85 + time & materials $100 + additional expenses incurred $25 Sign permits requiring Council approval
Conditional Use Permit – 535.15, Subd. 1(a)	Fee	Community Development	Per Project	$250 * Plus Filing Fee
Conditional Use Permit – 515.05, 515.07, 520.03, 521.01,521.03	Fee	Community Development	Per Project	$750 + $250 per acre
Zoning Amendments – 535.15, Subd. 1(a)	Fee	Community Development	Per Project	$500
Zoning Variances and Appeals – 535.15, Subd. 1(a)	Fee	Community Development	Per Project	$200 * Plus Filing Fee
Review Encroachments in City Rights-of-Way	Fee	Community Development	Per Project	$150 *
Comprehensive Plan Amendments – 535.15, Subd. 1(a)	Fee	Community Development	Per Project	$500 *
Vacation – 830.01	Fee	Community Development	Per Project	$200 *
Zoning development pre-application review (variance, CUP, Rezoning, et al)	Fee	Community Development	Per Project	$50 *Fee applied to project if project proceeds.
Tax Combination or Split Review	Fee	Community Development	Per Request	$75
Request by a lender/agency, etc. for a Zoning Compliance letter	Fee	Community Development	Per Request	$75 **
Zoning research for state license forms (i.e. salon, wholesale motor vehicle, etc.)	Fee	Community Development	Per Request	$75 **
Request for property status letter (non-conforming, illegal, et al)	Fee	Community Development	Per Request	$200 **
Request for Floodplain technical assistance	Fee	Community Development	Per Request	$50 **
Request for Zoning Classification or Flood Plain panel & date	Fee	Community Development	Per Request	$25 **
*Applicant may be liable for additional expenses such as legal fees. ** Applicant may be billed for additional staff time.				

Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee
PLANNING AND LAND USE REGULATIONS – CHAPTER V (Continued)				
Mailing fee for all required mail notifications	Fee	Community Development	Per Address	$1 per address
Architectural Review – signs in overlay district	Fee	Community Development	Per location	$50
Architectural Review – New construction in overlay district	Fee	Community Development	Per location	$50/hour. 1 hour minimum
Development consulting (except city sponsored)	Fee	Community Development	Per Request	$50/hr. 1-hour minimum. *Fee applied to project if project proceeds.
Rezoning request	Fee	Community Development	Per Request	$500
Rezoning request **for R-2 to R-1**	Fee	Community Development	Per Request	$150

Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee
PUBLIC HEALTH – CHAPTER VI				
Garbage Collector	License	Administration	12/31	$50/1st truck and $50/additional truck
Dumpster on Private Property 605.03				Fee listed along with fees for dumpster in right of way – Chapter VIII
Garbage Collections – 605.07	Fee	Administration		Adjusted annually by Council
Garbage/Recycling Cart Exchange	Fee	Utility Billing		$5
Residential Solid Waste Truck Return or Extra Pickup. Return: i.e. customer error. Extra: i.e. tenant move out.	Fee	Utility Billing		$10
Therapeutic Massage, Establishment – 613.13	License Fee	Administration Police Department	12/31	$250 annually $500 initial investigation $200 renewal investigation
Therapeutic Massage, Individual – 613.13	License Fee	Administration Police Department	12/31	$75 annually $50 annual investigation fee
Therapeutic Massage, Home Business—613.13 • Limited to a business owner who is also the sole therapist	License Fee	Administration Police Department	12/31	$150 annually new $100 annually renewal $100 annual investigation
Temporary Food Sales – 615.01	License	Administration	12/31	$50; Non-Profits may submit all events at one time for one annual fee
Restaurant/Café without alcohol– 615.01	License	Administration	12/31	$50
Restaurant with alcohol – 615.01 & 1205.01	License	Administration	12/31	$200
Soft Drink Parlor – 615.03	License	Administration	12/31	$50
Convenience Food/Drive-In Establishment – 615.05	License	Administration	12/31	$50
Body Art Business - 625	License	Administration	12/31	$100 annually $500 initial investigation $200 renewal investigation

Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee
PUBLIC UTILITIES – CHAPTER VII				
Storm, water & sanitary sewer connection inspection - 700.33	Permit	Engineering		$75/connection
Fire Water Charge (FWC) 705.03	Fee	Finance	Quarterly	None
Restoration of Service Charge – 705.09	Fee	Finance		$30
Service fee for non-functioning unit – 705.15	Fee	Engineering/Finance		$30/month 1st 12 months; $60/mo thereafter
Telecommunications Facilities and Equipment – 715.03	Permit	Engineering	Per occurrence	$100 (construction, maintenance, relocation on public right-of-way)
Telecommunications Towers – 720	License	Clerk	Annual or per occurrence	$500 (develop, construct, or erect tower and maintain tower). $500 per occurrence (modify tower or antenna array)
STREETS, ALLEYS AND PUBLIC WAYS – CHAPTER VIII				
Street Excavations – 800.05	Permit	Engineering	Each Occurrence	$35/utility company $75/all others
Street Repair – 800.23	Permit	Engineering		$600 for 1st 30 s.f. + $15 each additional square foot
Curb cuts/Driveway Apron or Sidewalk – 800.23	Permit	Engineering		$50
Excavations or Other Activities in Right of Way – 800.23	Permit	Engineering		See Street Excavations above
Vacation – 830.01	Fee	Planning	Per Project	$200
Newspaper Racks – 839.03	License	City Clerk	12/31	$25/year up to 5 boxes; $5/box $150 impoundment fee $25/site inspection or relocation
Courtesy Bench – 840.01	License	City Clerk	12/31	$50/bench
Placement of Dumpster/Collection Bin/Storage Container – In Right-of-Way 845.15	Permit	Engineering	(7 day permit)	$50 1st 7 days; $75 for second week; $210 for each week after the second week. No pro-ration.
Private Property 605.03	Permit	Code Enforcement	30 days	$0 1st 30 days; $50 2nd 30 days; $100 3rd and subsequent 30 day permits. $50 per month for new residential & commercial construction for no more than 6 and 9 months respectively. $100 per month thereafter.

PUBLIC WORKS/PUBLIC UTILITIES MISC.				
Sump Pump utility charge (non compliance)	Fee	Engineering		$50 per month
Water Meter	Fee	Public Works		$~~130~~ 180 + tax
Tailpieces	Fee	Public Works		$~~10~~ 47.54 + tax per pair
Horn (mandatory in new homes starting 01-01-06)	Fee	Public Works		$~~35~~ 138.67 + tax
MXU	Fee	Public Works		$165 + tax
Locate curb stops, without Gopher State One Call Locate	Fee	Public Works		$50 each locate
Shut Off Water at Stop Box	Fee	Public Works		$150 ($100 refund if unable to shut off)
Water Main Shutdown	Fee	Public Works		$200 per valve
Hydrant meter rental fee	Fee	Public Works		$50 per week + $1,000 deposit + water usage
Resident Requested Sign – non warrant, including install	Fee	Public Works		$200 new; $40 + cost of sign for replacement
Tree Trimming				
CR 81 Corridor Tree Knockdown Fees				
Median Tree with Diameter <3"	Fee	Forestry	Each Occurrence	~~$1,125~~ $1,175
Median Tree with Diameter >3"	Fee	Forestry	Each Occurrence	~~$1,275~~ $1,325
	Fee	Forestry	Each Occurrence	~~$975~~ $1,025
Boulevard Tree with Diameter >3"	Fee	Forestry	Each Occurrence	~~$1,125~~ $1,175
Other Public Tree Knockdown Fees (Excluding CR 81 Corridor)				
Park or Right-of-Way Tree, all sizes	Fee	Forestry	Each Occurrence	~~$450~~ $500
Pick up and Storage of Temporary Traffic Control Devices	Fee	Public Works	Per Permit	$65 for one device & $15 for each additional device for pick up; plus $250 for up to 10 items for up to 5 calendar days of storage; $250 for additional storage for up to 5 calendar days. Note: signs not picked up within 15 days are deemed to be abandoned.
Street Light Knockdown Fee				
LUMEC Light (Robbinsdale Streetscape Light)	Fee	Public Works		$6,400
HOLOPHANE LIGHT (CR81 – Single Luminaire)	Fee	Public Works		$5,900

HOLOPHANE LIGHT (CR81 – Double Luminaire)	Fee	Public Works		$6,900
ACUITY Light (25' pole)	Fee	Public Works		$4,800
ACUITY Light (Noble – 25' pole + banner)	Fee	Public Works		$5,000
ACUITY Light (CR9 – 40' pole)	Fee			$6,700
EQUIPMENT & PERSONNEL – PER HOUR				
~~Litter picker;~~ Lawn mower	Fee	Public Works		$~~20~~ 30 + actual labor cost
Pickup truck, Van	Fee	Public Works		$25 + actual labor cost
Utility trailer, Roller & trailer, Paint Striper, Compressor truck	Fee	Public Works		$30 + actual labor cost
Dump truck, Water Wagon	Fee	Public Works		$40 + actual labor cost
Backhoe, Loader, Sweeper, Grader	Fee	Public Works		$50 + actual labor cost
Vactor	Fee	Public Works		$200+actual labor cost
Utility Meter Return	Fee	Engineering		20% of initial equipment cost

Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee
PARKS MISCELLANEOUS				
Park Buildings	Fee	Parks		See Attachment F
Picnic Shelters	Fee	Parks		See Attachment F
Athletic Fields & Rink Lights	Fee	Parks		See Attachment F
Park Facilities and Equipment Fees	Fee	Parks & Recreation		See Attachment F

Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee
PUBLIC SAFETY – CHAPTER IX				
Dog and Cat – 915.03	License	Administration	12/31 – every other year	$15 neutered/spayed $20 not neutered/spayed $10 fee Multi-Cat Residence (in addition to regular licenses) $3/duplicate tags
Impoundment – 915.19	Fee	Animal Control		$75/1st offense $100/2nd offense $125/3rd offense Boarding fee for large & small animals–current contract rates apply.
Domesticated Animal – 915.37	Permit Fee	Administration	12/31	$25 +$1/address mailing to 200 feet $50/initial investigative fee
Wild & Exotic Animal – 915.39	Permit Fee	Administration	12/31	$50 $50/initial investigative fee
Potentially Dangerous Animals – 915.25 Dangerous Animals – 915.27	Permit Fee	Police	12/31	$200
False Alarms – 920.09	Penalties	Police & Fire Departments	12/31	See Attachment I
Repeat Nuisance Service Call Fee – 927.05	Fee	Police & Code Enforcement	365 day cycle	$250 for each call starting with third call, after proper notice, charged to owner and/or $250 for occupant if not the owner, plus additional fees for excess costs all per 927.05, Subd. 2, plus penalties in this code section.

Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee

DOMESTIC PARTNERSHIP REGISTRATION – CHAPTER X				
Domestic Partnership Registration – 1015 PART B	Fee	Administration	Not applicable	$20 – registration plus $1 per each additional certified copy at time of registration $15 – charge per certified copy plus $1 per each additional certified copy any time other than initial registration $15 – termination fee
BUSINESS AND TRADE REGULATIONS – CHAPTER XI				
Mini-golf – 1100.01	License	Administration	12/31	$75
Pool Hall or Bowling Alley – 1100.03.13 Change of Location – Pool Hall or Bowling Alley – 1100.03.14	License License	Administration Administration	12/31 12/31	None Same as regular
Theater – 1100.05	License	Administration	12/31	$200
Carnivals, Shows, Public Entertainment (Outdoors) – 1100.07	License	Administration	12/31	$100/day – single performance $300/multiple performance not to exceed 3 days $50/each additional day over 3 days
Carnivals, Shows, Public Entertainment (Indoors) – 1100.07	License	Administration	12/31	$75/day – single performance $150/annual
Entertainment (Indoors) including banners permitted by 521.01 subd 9(6)	License	Administration	12/31	$250/annual includes both indoor and outdoor advertising banners limited to 90 days total
Mechanical Amusement Devices – 1100.09	License	Administration	12/31	$15 per site and: $15/pinball machine $15/kiddie ride machine $15/all other mechanical amusement devices including video games

Lawful Gambling Investigation Fee – 1105.07	Initial Premises Permit	Administration	N/A	$100
Lawful Gambling, Exempt from MN § Section 349.214 – 1105.09	Permit	Administration	12/31	$50/annually/bingo only $5/occasion/bingo only *Note electronically connected Bingo-State License

Description, Ordinance Chapters/Section	**Type**	**Department**	**Expiration**	**Fee**
BUSINESS AND TRADE REGS – Chapter XI (Cont'd)				
Public Dances – 1110.05	Permit	Administration	12/31 Daily Basis	$1,000 $60/day
Pet Shop – 1115.03	License	Administration	12/31	$50
Peddlers – 1120.01	License Fee	Administration	12/31	$100 $50 investigation fee
Transient Merchant – 1120.03	License	Administration	12/31	$50 – per vehicle or location
Transient Merchant – 1120.04 State licensed mobile food unit (MFU) at a temporary fixed location NOTE: There are zoning restrictions. Only allowed in B-3 and B-4 with property owner approval and in City Parks with Council Approval	License	Administration	Annual	$25/Site Plan Review $25/MFU
Going Out of Business Sale – 1120.05	License	Administration	12/31	$35 + $2 for each $1,000 of inventory or major part thereof $75-renewal for no more than 30 days $25/day – second renewal for 30 days
Car Wash – 1130.01	License	Administration	12/31	$75
Cigarette Vending /Tobacco Sales– 1132.05	License	Administration	12/31	$325
Christmas Tree Sales – 1130.05	License	Administration	12/31	$75
Dry Cleaning/Laundry Facility – 1130.07	License	Administration	12/31	$50
Auto Dealer – 1130.09 (Regulated under MN § Chapter 168)				Must provide copy of state license
Gas Station Pumps – 1130.11	License	Administration	12/31	$100/1st pump $10/each additional pump
Secondhand Goods Sales – 1135.09 Secondhand Goods Sales – 1135.17, Investigation	License Fee	Administration	6/30	$200 $750 investigative fee $400/multiple dealers/same location $50/one day secondhand sales $75/more than 1 day, less than 5 days
Consignment House Dealer – 1135.09	License	Administration	12/31	$100 $500 initial investigation fee $200 renewal investigation fee

Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee
BUSINESS AND TRADE REGS – Chapter XI (Cont'd)				
Pawn Broker – 1135.09 Pawn Broker, Investigation – 1135.17	License Fee	Administration	12/31	$2,750 + $2.00 transaction $800 investigation fee – up to $10,000 to recover costs
Adult Establishments – 1140.11 Adult Establishment – 1140.11, Investigation	License Fee	Administration	12/31	$2,500 $50 per video booth/viewing stall $800 investigation fee – up to $10,000 to recover costs
Lawn Fertilizer Application Control – 1145.00	License Fee	Administration	12/31	$100 - 1st Vehicle $25 each additional vehicle
Donation Collection Bins - 1155	License Fee	Administration	12/31	$50 per bin
Late Fees-License Renewal-1005.11 subd 2	Fee	Administration	12/15-12/31	$50

Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee
LIQUOR AND BEER – CHAPTER XII				
Intoxicating Liquor: Off-sale, Municipal Liquor Dispensary Only – 1205.01, Subd. 5				
Intoxicating Liquor: 1205.01, Subd. 5 & 6 Off-sale, Municipal Liquor Dispensary – Off-sale, Brewer Off-Sale Malt Liquor Off-sale Micro distillery	License	Administration	12/31	 $100/brewer or brew pub off-sale $300/microdistillery
Intoxicating Liquor – 1205.07 (NOTE: Public hearing required for increase in liquor fees)	License	Administration	12/31	$5,800/on-sale $300/on-sale club/0-1,000 members $500/on-sale club/1,001 + members $2,000/on sale wine only $550/brewer taproom or brew pub on-sale $300/cocktail room $200/Sunday on-sale (pro-rate qtly) $50/temporary, non-profit only $50/temporary, small brewer or micro distillery for social event
Intoxicating Liquor, Investigation – 1205.07	Fee	Police Department		$500 to $10,000 out-state (for all new intoxicating liquor license applications, including wine). $250 renewal This fee does not apply to Special Sunday or Temporary
3.2% Malt liquor – 1215.03 (NOTE: Public hearing required for increase in liquor fees)	License	Administration	12/31	$100/off-sale $550 on-sale only $50/temporary, non-profit only
3.2% Malt Liquor, Investigation – 1215.05	Fee	Police Department	12/31	$100/off sale only $500/on-sale only $250 on-sale renewal
Entertainment – 1200.25	License	Administration	12/31	$150

Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee
TRAFFIC, MOTOR VEHICLES AND OTHER VEHICLES – CHAPTER XIII				
Parking by Permit Only – 1305.13	Fee	Police Department		First 3 permits $0.00 Fourth permit - $25.00
MISCELLANEOUS PERMITS				
Loudspeaker Devices – 2005.13	Permit	City Council	12/31	$75.00
POLICE MISCELLANEOUS				
Audio Tapes	Fee	Police		$20 each
Video Cassette Tapes & DVD's	Fee	Police		$20 each
Fingerprinting (upon request)	Fee	Police		$20
Police Reports (any)	Fee	Police		$0.25 per page
Photos	Fee	Police		Actual costs + $10 handling fee
Security & Traffic Assignment for Officers	Fee	Police		Current senior top patrol overtime-hourly rate, including benefits, +3%.
Vehicle Lock-outs	Fee	Police		None
Request for Criminal Information – Apartment Complexes	Fee	Police		$100 annual
False Alarms	Fee	Police		See Attachment I
Drug & Chem. Lab cleanup – Ord. 625	Costs	All		Owner to Pay Costs
Body Cam Footage*	Fee	Police		$25 per request – *subject to public records regulations
FIRE/Comm Development MISCELLANEOUS				
Burning Permit	Permit	Fire	When altered	$50 - one time fee (no alterations)
Inspections – Day Care facilities	Fee	Fire		$50 each visit
Inspections – Rental properties	Fee	Fire		See Attachment H
Fire Reports	Fee	Fire		$0.25 per page
Fire Water Charge	Fee	Fire		None
Firework – consumer – Section 1150	License	Fire	12/31	Maximum allowable by State Statute 624.20
Fireworks – Display permit – Section 1150.06	Permit	Fire	12/31	$200.00

CERTIFICATE OF OCCUPANCY				
Certificate of Occupancy – Land Use Review	Permit	Comm Development		$100
Up to 5,000 sf	Permit	Comm Development		$500
5,001 – 25,000 sf	Permit	Comm Development		$800
25,001 – 75,000 sf	Permit	Comm Development		$1,200
75,001 – 100,000 sf	Permit	Comm Development		$1,600
100,000 – 200,000 sf	Permit	Comm Development		$2,000
200,001 sf or greater	Permit	Comm Development		$2,500

ATTACHMENT A

DEMOLITION AND MOVING PERMIT FEES

FEES REQUIRED

The Building Inspector, before issuing any house-moving permit or the demolition of any building or structure shall require payment by the applicant for such permit of fees in the amounts herein provide.

DEMOLITION PERMIT

The demolition permit fee shall be based on the total cost of demolishing such structure at the rate of 1.5% of the contract value.

In no case shall the fee charged for any demolition permit be less than fifty dollars ($50).

MOVING PERMIT

(a) For holding up, raising or moving any building or structure on the same lot, the fee shall be fifty dollars ($50).

(b) Minor buildings, as used in this section, shall be taken to mean accessory buildings, including, but not limited to, private garages, sheds, construction shacks, etc., as shall be determined by the Building Inspector.

(c) For a permit for moving any building, except a minor building as herein defined, from one location to another on private property, or to a different lot over the streets of the city, the fee shall be one hundred dollars ($100). The same permit fees shall apply to any building being moved through the city from a place outside the city to another location outside the city.

ATTACHMENT B

PLUMBING PERMIT FEE SCHEDULE

FEES REQUIRED

The Building Official, before issuing any permit for the installation, alteration, addition or repair of any plumbing work, fixture or device shall require the payment by the applicant for such permit of the fees or fees in the amount herein provided.

Contract $2,439.00 or less …………………………………. $50.00
Contract $2439.00 to $10,000 ………………………………2% of contract value
Contract more than $10,000 ………………………………$200.00 for first $10,000.00
Plus 1.5% for the remainder of contract value

The fee for appliance only permits shall be $50 plus $1 state surcharge ($51 total) ~~$15.00 per appliance.~~

1) The cost of installations, alterations, additions, or repairs shall include all labor and materials supplied by the contractor. In addition, it shall include all materials supplied by other sources when these materials are normally supplied by the contractor. The value of work by a homeowner shall be equal to the cost for labor and materials that would be charged by a contractor. All values shall be subject to approval of or determined by the Building Official.

2) REVISION OF ESTIMATED COST: The estimated cost shall be subject to review by the Building Official, and if the estimate does not reflect the true cost, it shall be revised and the applicant shall pay the fee based upon such revision. The Building Official may revoke any permit issued containing false information regarding the value of the work authorized by said permit pursuant to Section 89.150 of this Code. If the actual cost exceeds the estimated by five hundred dollars ($500.00) or more, the applicant shall report within thirty (30) days after completion of this job, the actual cost to the Inspections Department and the fee shall be revised and the applicant shall pay a fee computed on the basis of the actual cost.

3) The city may require permit applications be accompanied by a copy of the contract.

PLAN REVIEW FEES

When submittal documents are required by the code, a plan review fee may be required at the time of submitting the documents for plan review. Said plan review fee shall be 65 percent of the plumbing permit fee.

The plan review fees specified in this subsection are separate fees from the permit fees specified above and are in addition to the permit fees.

When submittal documents are incomplete or changed so as to require additional plan review or when the project involves deferred submittal items, an additional plan review fee may be charged.

WORK COMMENCING BEFORE PERMIT ISSUANCE

If work for which a permit is required by the code has been commenced without first obtaining a permit, a special investigation shall be made before a permit may be issued for the work. An investigation fee equal to the permit fee shall be collected and is in addition to the required permit fees.

ATTACHMENT C

ROBBINSDALE BUILDING CODE FEE SCHEDULE*

Total Valuation	Fee
$1.00 to $500.00	$50.00
$501.00 to $2,000.00	$23.50 for the first $500.00 plus $3.05 for each additional $100.00 or fraction thereof, to and including $2,000.00, with a minimum fee of $50.00.
$2,001.00 to $25,000.00	$69.25 for the first $2,000.00 plus $14.00 for each additional $1000.00 or fraction thereof, to and including $25,000.00
$25,001.00 to $50,000.00	$391.25 for the first $25,000.00 plus $10.10 for each additional $1,000.00 or fraction thereof to and including $50,000.00
$50,001.00 to $100,000.00	$643.75 for the first $50,000.00 plus $7.00 for each additional $1,000.00 or fraction thereof, to and including $100,000.00
$100,001.00 to 500,000.00	$993.75 for the first $100,000.00 plus $5.60 for each additional $1,000.00 or fraction thereof.
$500,001.00 to $1,000,000.00	$3,233.75 for the first $500,000.00 plus $4.75 for each additional $1,000.00 or fraction thereof, to and including $1,000,000.00
$1,000,001.00 and up	$5,608.75 for the first $1,000,000.00 plus $3.65 for each additional $1,000.00 or fraction thereof.

OTHER INSPECTION FEES

1. Inspections outside of normal business hours (min. charge two hours)….......$65.00 per hour [1]
2. Re-inspection fee assessed under provisions of section 305.8…..............…...$65.00 per hour [1]
3. Inspections for which no fee is specifically indicated
   (minimum charge one-half hour)..$65.00 per hour [1]

ATTACHMENT C – Page 2

4. Additional plan review required by changes, additions, or revisions to approved plans (minimum charge one-half hour)............…….......................$65.00 per hour [1]

ATTACHMENT C – Page 3

5. For use of outside consultants for plan checking and inspections, or both ....…………….……………….…………….…………….………...……Actual Cost [2]

[1]Or the total hourly cost to the jurisdiction, whichever is the greatest. The cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

[2]Actual costs include administrative and overhead costs.

RESIDENTIAL - FLAT FEES

Siding House/Garage	~~$50 + $50 for each inspection over two (2)~~$155
Garage Siding	$85
~~Windows~~	~~$50 + $50 for each inspection over two (2)~~
~~Roofing, over existing layer~~	~~$75 + $50 for each inspection over two (2)~~
Roofing, tear off, House/Garage	$155
~~Roofing, tear off~~	~~$75 + $50 for each inspection over two (2)~~
Garage re-roof	$85

FIRE SUPPRESSION EQUIPMENT FEES

The Building Official, before issuing any permit for the construction, installation, alteration, addition or repair of any fire suppression system or equipment connected therewith, shall require the payment by the applicant for such permit of the fees. The fees for fire suppression systems shall be the same as established by the building permit fee above, based on the contract value.

The cost of installations, alterations, additions, or repair shall include all labor and materials supplied by the contractor. In addition, it shall include all materials supplied by other sources when these materials are normally supplied by the contractor.

REVISION OF ESTIMATED COST: The estimated cost shall be subject to review by the Building Official, and if the estimate does not reflect the true cost, it shall be revised and the applicant shall pay the fee based upon such revision. The Building Official and/or Fire Chief may revoke any permit issued containing false information regarding the value of the work authorized by said permit. If the actual cost exceeds the estimated by five hundred dollars ($500.00) or more, the applicant shall report within thirty (30) days after completion of this job, the actual cost to the Inspections Department and the fee shall be revised and the applicant shall pay a fee computed on the basis of the actual cost. A copy of the contract may be required to verify the value.

PLAN REVIEW FEES

When submittal documents are required by the Building Code, a plan review fee may be required at the time of submitting the documents for plan review. Said plan review fee shall be 65 percent of the building permit fee. The plan review fee for similar buildings shall not exceed 25 percent of the normal building permit fee.

The plan review fees specified in this subsection are separate fees from the building permit fees specified above and are in addition to the building permit fees.

When submittal documents are incomplete or changed so as to require additional plan review or when the project involves deferred submittal items, an additional plan review fee shall be charged as required by the Building Code.

WORK COMMENCING BEFORE PERMIT ISSUANCE

If work for which a permit is required by the code has been commenced without first obtaining a permit, a special investigation shall be made before a permit may be issued for the work. An investigation fee equal to the permit fee shall be collected and is in addition to the required permit fees.

LICENSE VERIFICATION FEE

A surcharge of $5.00 shall be added to all residential building permits when performed by state licensed residential building contractors and remodelers, and residential roofers. This fee will be in addition to the Building Permit and Plan Check fees.

ATTACHMENT D

MECHANICAL PERMIT FEE SCHEDULE

FEES REQUIRED

The Building Official, before issuing any permit for the construction, installation, alteration, addition or repair of any furnace, boiler, heating or power plant or system, or any device or equipment connected therewith, or for any other device connected, or to be connected, with any chimney or stack, or for the construction, installation, alteration, addition or repair of any air conditioning or ventilation system or sheet metal ductwork or piping system or equipment connected therewith, shall require the payment by the applicant for such permit of the fees or fees in the amount herein provided.

Contract $2,439 or less ………………………………………………$50
Contract $2,439 to $10,000………………………………………………..2% of contract value
Contract for more than $10,000 ……………………………$200 for first $10,000
Plus 1.5% for the remainder of contract value

(a) The cost of installations, alteration, additions, or repairs shall include all labor and materials supplied by the contractor. In addition, it shall include all materials supplied by other sources when the contractor normally supplies these materials.

(b) REVISION OF ESTIMATED COST: The estimated cost shall be subject to review by the Building Official, and if the estimate does not reflect the true cost, it shall be revised and the applicant shall pay the fee based upon such revision. The Building Official may revoke any permit issued containing false information regarding the value of the work authorized by said permit pursuant to Section 89.150 of this Code. If the actual cost exceeds the estimated by five hundred dollars ($500) or more, the applicant shall report within thirty (30) days after the completion of this job, the actual cost to the Inspections Department and the fee shall be revised and the applicant shall pay a fee computed on the basis of the actual cost.

(c) A copy of the contract must accompany all commercial permit applications.

PLAN REVIEW FEES

When submittal documents are required by the code, a plan review fee may be required at the time of submitting the documents for plan review. Said plan review fee shall be 65 percent of the mechanical permit fee.

The plan review fees specified in this subsection are separate fees from the permit fees specified above and are in addition to the permit fees.

When submittal documents are incomplete or changed so as to require additional plan review or when the project involves deferred submittal items, an additional plan review fee may be charged.

WORK COMMENCING BEFORE PERMIT ISSUANCE

If work for which a permit is required by the code has been commenced without first obtaining a permit, a special investigation shall be made before a permit may be issued for the work. An investigation fee equal to the permit fee shall be collected and is in addition to the required permit fees.

ATTACHMENT E

SIGN FEES

SIGN PERMIT FEES SHALL BE:

$100.00	Permanent Signs
$ 50.00	Temporary Signs
$250.00	Special Signs once annually
$500.00	Special Signs more than once annually

Street Spanning Banner Signs Per Installation below**

PLAN REVIEW FEES

When submittal documents are required by the code, a plan review fee may be required at the time of submitting the documents for plan review. Said plan review fee shall be 65 percent of the sign permit fee.

The plan review fees specified in this subsection are separate fees from the permit fees specified above and are in addition to the permit fees.

When submittal documents are incomplete or changed so as to require additional plan review or when the project involves deferred submittal items, an additional plan review fee may be charged.

WORK COMMENCING BEFORE PERMIT ISSUANCE

If work for which a permit is required by the code has been commenced without first obtaining a permit, a special investigation shall be made before a permit may be issued for the work. An investigation fee equal to the permit fee shall be collected and is in addition to the required permit fees.

****Street Spanning Banners – City code 410.11, Subd 14**

$100 permit fee for use of wires for one double sided banner per occasion for banners delivered including necessary hardware connections. Those Community Groups who have contributed a minimum of $750 for installation of the Banner wires on West Broadway shall be exempt from this fee. A fee to cover the charge for hardware needed for installation of the sign not supplied with the sign will be charged at cost.

Liability Insurance

Not required

$50 late fee for those delivering banners after noon Friday

PARK, COMMUNITY GYMS AND FITNESS CENTER FACILITIES

- Local Youth Associations may reserve shelter building or picnic shelter for meetings or association level special events free of charge. Additional fees for extra services or features will be charged.
- **50% reduction in fee for local youth associations to use synthetic turf fields in March or April, if grass fields are not available.**
- Reduced rates are available for long term rentals of a minimum of 10 times by individuals or local associations. (10% reduction on total rental. Must be reserved on the same permit.)
- Clean-up/Damage deposit for use is $250 unless otherwise noted.
- Additional deposits may be required as noted below.
- Liability insurance may be required based on activity and facility being used.
- Permit required for any gathering of 25 or more people according to City ordinance 815.05
- Set up time must be included in rental hours.
- Picnic Shelters are available in 2 hour increments.
- Special requests requiring staff overtime will be billed at current rates.
- Additional portable restroom requests will be billed at current rates or supplied by renter with locations approved by staff.
- Rates include taxes.

	Applicant	Local Youth Associations
Shelter Building	$30 ~~$15~~/hour-2 hour minimum	$0
Clean up/Damage Deposit	$250 ~~$500~~	$500
Picnic Shelter (LVT) Clean up/Damage Deposit	$25/hour-2 hour minimum $250	$0
Picnic Shelter (other shelters)	$20/hr-2 hour minimum	$0
Beer/Wine permit with Picnic reservation (City Code 815.03)	$50	$50
~~Additional deposit~~	~~$100~~	$100

Tennis/Horseshoe Courts	$25/hour	N/A
Ice Rinks	$25/hour	N/A
Open Park Area* for less than 50 people	$25/hour	$0
Open Park Area* for 50-500 people		$0
* Area to be specified on request and approved by staff		
Large Multi-Sport Field (LVT,) ~~RMS~~)	$30/hour	$5/hr
All Star Field	$40/hour	$5/hr (from $10)
Baseball Field-no prep	$25/hour	$5/hr (from $0)
Diamond game prep *during regular working hours in addition to rental fees*	$50 per time (from $40)	$35 per time (from $25)
Lights	$15 per hour	$12 per hour
Canoe/Kayak Rack Rental	$50 (May 1 -Oct 15)	N/A
Portable Recreation Feature**	$50/feature	
Deposit for features	$500/feature up to $1500	
**Portable Recreation Feature includes, but not limited to, inflatables, stages, dunk tanks, rides, climbing wall, mechanical games.		

	Applicant		Local Youth Association
RCGFC Gym	$45-per hour per gym		$30 per hour per gym
Deposit			
Fitness Center	$100 per hour		$35/hour with coach supervision required
Deposit	$500		
Supervisor***	$25 per hour		$25 per hour
*** No Supervisor fee charged during normal business hours.			

Resident rates for RCGFC may apply for Robbinsdale Area School District residents.

ATTACHMENT G

CONDUIT DEBT ISSUANCE FEE SCHEDULE

CONDUIT DEBT PURPOSE

Periodically, qualified organizations will approach the City to issue tax-exempt debt through the City for the purchase of qualified equipment or the development, construction, or remodeling of facilities. The City is able to issue this debt to qualified organizations as authorized by applicable Minnesota Statutes and Federal Income Tax Law. The debt is issued in the City's name and reported within the City's Comprehensive Annual Financial Report. The City has a practice of charging a fee to qualified organizations who issue this type of debt through the City.

FEE SCHEDULE

New debt issuance fees:

0.5% of the initial amount of bonds being issued, due upon issuance.
0.5% of the initial amount of bonds being issued, due on first anniversary after the issuance of the bonds.
0.125% of the outstanding principle of the bonds, due annually until the bonds have been retired.

Refinancing issuance fees (periodically, an organization that issued bonds previously may desire to refund the old bonds and issue new bonds in their place):

0.125% of the initial amount of bonds being issued, due upon issuance.
0.125% of the outstanding principle of the bonds, due annually until the bonds have been retired.

JOINT POWERS FEES

An organization within Robbinsdale may desire to finance projects at facilities it owns within Robbinsdale by issuing bonds through another city. This requires the City Council to give host city approval and/or enter into a Joint Powers Agreement with the other city. Under this circumstance, the debt issuance fees would be the same as listed in the fee schedule above with the caveat that the fees would only pertain to the amount of bonds being issued related to projects being completed within the City of Robbinsdale.

When there is a reissuance or a refinancing, and the qualified organization did not previously pay all of the new debt issuance fees listed above, the qualified organization shall pay the new debt issuance fees listed above excluding any fees previously paid to the City of Robbinsdale.

ATTACHMENT H

RENTAL LICENSE INSPECTION FEES

City Code Section 425.31

Base Rental License Fees – includes routine bi-annual inspection and one return visit to verify required corrections have been made. Additional inspections required because work has not been completed or units are not available for inspection at scheduled times may be subject to additional charges as described below.

An escalating license fee will apply when a rental property owner fails to apply for or comply with the requirements allowing for issuance of a rental license:

Term: Bi-annual

	Base License Fee as of the first working day in November	Received after ten working days in November	Received after twenty working days in November
Single Family or ½ duplex (when other side owner occupied)	$~~125~~ 200	$225	$325
Duplex or double bungalow (with one owner)	$~~225~~ 200 plus $100 for 2nd unit	$325	$425
Three unit dwelling	$300 plus $20 for each unit after 1st 3 units	$400	$500
Townhomes (3 or more attached units)	$~~125~~ 200 plus $100 for each unit more than one	$225	$325
Apartments (additional fire inspection fee if over 10 units)	$300 including first 3 units plus $20 per unit	$400	$500
Fire Inspection Fee	$125 per structure		

Initial/Conversion Inspection Fee: $750

Any existing single unit (home, apartment, or townhome) converted to rental use shall require a complete Housing Maintenance Code Inspection prior to occupancy. In addition, property owners or a locally designated manager must attend a training session (425.31, Subd 2) within 6 months of obtaining the rental license. The training shall review rental property regulations and owner obligations including, but not limited to, utility billing which can be assessed to the property and repeat nuisance call fees. Where the owner designates a local manager representative to the orientation meeting, written materials will be sent to the owner who must certify that the material has been read and understood. $150 of this fee may be waived for property owners who have personally completed this orientation program within the previous 12 month period and who have had no reported nuisance problem with any other properties owned by the same owner in the City of Robbinsdale. Failure to complete the training within 6 months shall subject the owner to a service fee described below.

Change in Ownership Property Review Fee: $500

When rental property ownership changes, a review of all of the previous rental licensing inspections and a walk through of the property will be conducted with the new owner. If this is the owner's first rental property in Robbinsdale, staff will also review rental property regulations and owner obligations including, but not limited to, utility billing which can be assessed to the property and repeat nuisance call fees. Where the owner designates a local manager representative to walk-thru the property and receive the information, written materials will be

sent to the owner who must certify that the material has been read and understood. $150 of this fee may be waived for property owners who have personally completed an orientation program with the City of Robbinsdale within the previous 24 month period and who have had no reported nuisance problem with any other properties owned by the same owner in the City of Robbinsdale.

Service Fee for Failure to Attend Initial/Conversion Training or Crime Free Housing Training (Section 425.31, Subd 4)
$100 for each month that training is not completed for a maximum of three months. If after 3 months (9 months after license issuance) the training has not been completed, the rental license(s) may be subject to suspension or revocation by the City Council.

Failure to Provide Copy of Lease Addendum $100
After one month, rental license is subject to suspension or revocation by the City Council.

Failure to Terminate Tenancy (425.32, Subd 5b) $750
For each month, after 3 months, the rental license is subject to suspension or revocation by the City Council.

Re-inspection Fees
$~~50~~ 100 for each unit requiring re-inspection for the second and each subsequent re-inspection visit necessitated by required repairs not being completed or access being denied. If the initial inspection has a series of deadlines, the initial re-inspection of each group of items would be covered in the base license fee.

Interim Inspection Fees:
$50 for each visit required to inspect legitimate maintenance concerns reported by tenant, area resident, or observed by City Staff between the bi-annual licensing inspections.

Administrative Fees:
Surcharge for failure to schedule required inspection:
An administrative fee of $100 will be assessed as a surcharge when a required inspection is 10 days past due and the owner or owner's representative has not scheduled the appointment and staff is required to make this contact.

Appeal Fee $30/ filing of an appeal to City Council on a HMC order.

ATTACHMENT I

SCHEDULE OF OFFENSES AND FEES
ADMINISTRATIVE PENALTY SYSTEM

General Rules of Administrative Fine System

1. Each day a violation exists constitutes a separate offence. (117.01, subd 4A)
2. Fees are due to the City within 10 days of the date of the citation. (117.01, subd 5B)
3. A late payment charge of 10% of the fine amount, with a minimum of $15, is required if not paid within 10 days from the date of the citation. (117.01, subd 10D)
4. City may collect unpaid fines by a special assessment to the property when the violation can be identified to a property. (117.01, subd 10 A&B)
5. Failure to pay a fine or request a hearing is punishable by criminal penalties. (117.01, subd 11)
6. Appeal hearings can be scheduled. Hearing officers will not be city employees and will be selected from a list of qualified individuals. (117.01, subd 6 & 7)

Level One Violations **$50.00**

- Minor or incidental inappropriate garbage/recycling/yard waste management including, but not limited to, garbage placed for pick up without stickers, garbage containers not properly stored between collection dates, improper use of carts, use of extra carts not being billed.
- Inoperable vehicle on property, inoperable vehicle being used as storage (*inoperable vehicle includes those vehicles with tabs 90 days past due).
- Local parking violations including, but not limited to, vehicle parked on grass, violation of permit parking restrictions, snow emergency violations, inappropriate RV storage.
- Animal issues including, but not limited to, barking dogs, unlicensed animal (under owner's control), excessive feces on the yard.
- Property condition including, but not limited to, tall grass, vegetation overflowing alley, adjacent public sidewalk not shoveled, minor exterior storage (junk in the yard or along alley).
- Loud parties, recreational fire violations.
- False alarms each false alarm for the 4th –6th occurrence in a calendar year.

Level Two Violations **$100.00**

- Local parking violations including, but not limited to, parking in fire lanes, blocking access.
- Property maintenance violations including, but not limited to, peeling paint, eaves hanging, doors delaminated, fences collapsing.
- City code violations (not listed elsewhere) designated as a misdemeanor or petty misdemeanor, including Chapter 5–Zoning code. Includes erosion control, sight triangle violations, setback encroachments, excessively bright lights, bus idling, being in parks after hours.
- Animals at large (licensed), failure to follow restrictions for potentially dangerous animals.
- Failing to collect and remove animal feces from public property (including Parks and Right-of-Way) and on other persons property.
- False alarms each false alarm for the 7th – 10th occurrence in a calendar year.
- Sign regulation violations, unpermitted exterior display of merchandise.
- Missing address numbers visible from the street or alley.

Level Three Violations **$150.00**
- Unlicensed animal at large.
- False alarms each false alarm for the 11th –15th occurrence in a calendar year.

Level Four Violations **$200.00**
- False alarms each false alarm in excess of 15 occurrences in a calendar year.

Level Five Violations **$400.00**
The violation is a major infraction that involves unsafe conditions, constitutes a blighting influence on surrounding properties or neighborhood, involves neglect of property maintenance, or endangers life or property, supported by the enforcement officer's written justification.
- Failure to obtain a required permit or license (not listed elsewhere), includes rental without a license and creation of a 2nd dwelling unit in a structure without zoning approval
- Failure to maintain or violation of a condition of approval for a conditional use permit, Home occupation violations.
- Excessive or habitual accumulations of garbage, rubbish or exterior storage of materials unrelated to a lawfully permitted construction or remodeling project.
- Unpermitted use of street right-of-way or boulevard encroachments.
- Illegal occupancy of a basement, attic or other room with inadequate egress for sleeping purposes.
- Violation of the prohibition on providing conversion therapy to a minor or vulnerable adult, or any other violation of Section 2050 of the City Code

Violation for Excessive Repeat Nuisance Service Calls:
- $500 for the 4th Repeat Nuisance Service Call in 730 days
- $500 for the 5th Repeat Nuisance Service Call in 730 days
- $1000 for the 6th Repeat Nuisance Service Call in 730 days
- $1500 for the 7th Repeat Nuisance Service Call in 730 days
- $2000 for each Repeat Nuisance Service Call in excess of 7 occurrences in 730 days

Disorderly House
- $2000 for conviction under Minnesota Statutes Section 609.33

Repeat Violations
Repeat violations occurring within 12 months are subject to double fees. Said violations are a new case involving the same violation (i.e. a second offence parking in a fire lane). Repeat violations are distinguished from continuing violations. Double fees do not apply to false alarms. Subsequent repeat violations occurring within 12 months are subject to a doubling of the preceding penalty.

Continuing Violations

When situations which are subject to an administrative citation continue without resolution for more than a month despite repeat citations, an officer may issue a citation with a fee doubling the preceding penalty, not to exceed $2000.

Hearing Officer ability to adjust fees for continuing violations

In cases involving continuing violations, the hearing officer may adjust and impose a fee for each day the violation continues, not to exceed $2,000 per violation per day; unless city code specifies differently, i.e. max erosion control $300/day.

Fees Payable to Hearing Officers:

Fees paid to hearing officer: The fee will be $150 as a maximum charge for up to two consecutive hearings. Additional consecutive hearings would be $75 each.

Hearing Request fee:

Hearing Request Deposit fee: $25 is due along with the appeal form. The fee is refundable as provided in the hearing officer's decision. In cases where a violation was found to have occurred, the hearing officer may apply the refund towards the citation payment as provided in the hearing officer's decision.

Special Assessment Charge:

A special assessment charge of $50- will be added for unpaid fine amounts that are specially assessed.

Member __________ moved and Member __________ seconded a motion that the following ordinance, which was given its first reading on November 6, 2024 be given its second reading on this ________ day of _________, 2024, and that it be adopted.

ORDINANCE NO. _____

AN ORDINANCE AMENDING VARIOUS SECTIONS OF THE FEE SCHEDULE

THE CITY OF ROBBINSDALE DOES ORDAIN THAT:

Section 1. That Appendix B of Robbinsdale Ordinance Code and General Fee Schedule be amended as showing in attachment 1, and described hereafter:

Planning and Land Use Regulations

Rezoning request	Fee	Community Development	Per Request	$500

PUBLIC WORKS/PUBLIC UTILITIES

Median Tree with Diameter <3"	Fee	Forestry	Each Occurrence	$1,175
Median Tree with Diameter >3"	Fee	Forestry	Each Occurrence	$1,325
Boulevard Tree with Diameter <3”	Fee	Forestry	Each Occurrence	$1,025
Boulevard Tree with Diameter >3"	Fee	Forestry	Each Occurrence	$1,175
Other Public Tree Knockdown Fees (Excluding CR 81 Corridor)				
Park or Right-of-Way Tree, all sizes	Fee	Forestry	Each Occurrence	$500
Sump Pump utility charge (non compliance)	Fee	Engineering		$50 per month
Water Meter	Fee	Public Works		$180 + tax
Tailpieces	Fee	Public Works		$47.54 + tax per pair
Horn (mandatory in new homes starting 01-01-06)	Fee	Public Works		$138.67 + tax
Lawn mower	Fee	Public Works		$30 + actual labor cost

CERTIFICATE OF OCCUPANCY

- Certificate of Occupancy – Land Use Review $100
- Up to 5,000 sf $500
- 5,001 – 25,000 sf $800
- 25,001 – 75,000 sf $1,200
- 75,001 – 100,000 sf $1,600
- 100,000 – 200,000 sf $2,000
- 200,001 sf or greater $2,500

Attachment B
The fee for appliance only permits shall be $50 plus $1 state surcharge ($51 total)

Attachment C

Siding House/Garage	$155
Garage Siding	$85
Roofing, tear off, House/Garage	$155
Garage re-roof	$85

Attachment F

	Applicant	Local Youth Associations
Shelter Building Clean up/Damage Deposit	$30 /hour-2 hour minimum $250	$0 $500
Picnic Shelter (LVT) Clean up/Damage Deposit	$25/hour-2 hour minimum $250	$0
Large Multi-Sport Field (LVT)	$30/hour	$5/hr

Attachment H
RENTAL LICENSE INSPECTION FEES

	Base License Fee as of the first working day in November	Received after ten working days in November	Received after twenty working days in November
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Apartments (additional fire inspection fee if over 10 units)	$300 including first 3 units plus $20 per unit	$400	$500
Fire Inspection Fee	$125 per structure		

- Re-inspection Fees

$100 for each unit requiring re-inspection for the second and each subsequent re-inspection visit necessitated by required repairs not being completed or access being denied. If the initial inspection has a series of deadlines, the initial re-inspection of each group of items would be covered in the base license fee.

Section 2. That the following summary clearly informs the public of the intent and effect of the ordinance, and it is approve for publication: "The purpose of this ordinance its to update current City fees.

First Reading: YEAS:
NAYS:

Second Reading: YEAS:
NAYS:

PASSED AND ADOPTED BY THE CITY COUNCIL THIS _____ DAY OF __________, 2024

____
William Blonigan, Mayor

ATTEST:

____
Chase Peterson-Etem, City Clerk

ROBBINSDALE

TO:	Mayor and City Council
PREPARED BY:	Chase Peterson-Etem, City Clerk/Assistant to City Manager
APPROVED BY:	Tim Sandvik, City Manager
DATE:	November 6, 2024
RE:	Schedule Canvassing Board Meeting

Background:

The City Council serves as the canvassing board for city elections. Per state statute, the Council must meet 3–10 days after the election to review the canvass report and declare the official results. The meeting is open to the public.

Analysis:

Staff is recommending the canvass board meeting be held on Tuesday, November 12, 2024, at 6:45 p.m. before the regularly scheduled Economic Development Authority meeting, as this date falls within the provisions of state statute.

Recommendation:

Motion to set the General Election canvass board meeting to be held on Tuesday, November 12, 2024, at 6:45 p.m. before the regularly scheduled Economic Development Authority meeting at 7:00 p.m.

Attachments:

None

ROBBINSDALE

TO:	Mayor and City Council
PREPARED BY:	Chase Peterson-Etem, City Clerk/Assistant to City Manager
APPROVED BY:	Tim Sandvik, City Manager
DATE:	November 6, 2024
RE:	Voucher Requests Pending Approval for Disbursement

Background:

The check register dated 11/6/24 reflects the voucher requests pending approval for disbursement.

The check register dated 10/16/24 through 11/6/24 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 11/6/2024.

Attachments:

None