

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: Blackledge, Greenberg, Parisian, Wagner, Mayor Sutton
 3. MICROPHONE CHECK: Blackledge, Greenberg, Parisian, Wagner, Mayor Sutton
 4. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE CITY COUNCIL ON MATTERS NOT ON THE AGENDA
 5. APPROVAL OF THE MARCH 4, 2025 MEETING AGENDA
 6. **CONSENT AGENDA**: Pursuant to Council rules, one motion, non- debatable, will approve the recommendation noted. Any member of the Council may ask for an item to be taken from the Consent Agenda for discussion and separate action. Such items removed from the Consent Agenda shall be considered immediately following approval of the balance of the Consent Agenda:

- A. Approve City Council meeting minutes of December 3, 2024
- B. Approve City Council meeting minutes of December 17, 2024
- C. Approve City Council meeting minutes from January 7, 2025
- D. Approve City Council meeting minutes from January 21, 2025
- E. Approve City Council meeting minutes from February 4, 2025
- F. Approve City Council meeting minutes from February 18, 2025
- G. Approve City Council Work Session minutes from January 14, 2025
- H. Approve City Council Work Session minutes from February 11, 2025
- I. Approve City Council 2025 Top Goals and Priorities meeting minutes from February 24, 2025
- J. Approve City Council Work Session meeting minutes from February 24, 2025
- K. Receive Sustainability Committee Meeting minutes from January 15, 2025
- L. Receive Planning Commission Meeting Minutes of January 16, 2025
- M. Twins Equipment Grant Submission
- N. Twins Youth Coaching Grant Submission
- O. Approval of Licenses

7. PRESENTATIONS

- A. Republic Services of the Twin Cities

8. PUBLIC HEARINGS

- A. None

9. OLD BUSINESS

- A. None

10. NEW BUSINESS

- A. Consider Resolution Approving Code Variance for 3819 W Broadway (US Internet)
- B. Consider Resolution Approving Conditional Use Permit (CUP) for 3819 W Broadway (US Internet)
- C. Approve Entering a Professional Services Agreement for the new Public Works Facility

D. Consider Resolution Authorizing Guidelines for Attendance by Interactive Technology

11. OTHER BUSINESS

A. Voucher Requests Pending Approval for Disbursement

12. ADMINISTRATIVE REPORTS

13. COUNCIL GENERAL COMMUNICATIONS

14. ADJOURNMENT

MINUTES

CITY COUNCIL MEETING CALLED TO ORDER

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

ROLL CALL

Present: Greenberg, Parisian, Wagner, Blonigan
Absent: Murphy
Staff: Tim Sandvik, City Manager; Chase Peterson-Etem, City Clerk; Richard McCoy, Public Works Director/City Engineer; Heather Rand, Community Development Director; Diaa Tahoun, Finance Director; Will Bucheger, Assistant Planner

MICROPHONE CHECK

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

APPROVAL OF THE DECEMBER 3, 2024 MEETING AGENDA

Peterson-Etem noted two updates to the agenda. The first for Public Hearing Item D related to the adjustment of two numbers, which has been updated on the posted agenda packet. The second is the addition of the voucher disbursement report for Other Business Item A.

Member Parisian MOVED, seconded by Wagner to approve the December 3, 2025, meeting agenda. The vote was unanimous and the motion carried.

CONSENT AGENDA

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

- A. Approve City Council meeting minutes from September 3, 2024
- B. Receive Sustainability Committee Meeting minutes from October 16, 2024
- C. Approval of Credit Card Charges and Payment – October 2024
- D. Approval of Licenses

PRESENTATIONS

- A. 2025 Final Levy Presentation

Tahoun presented the item and provided details on definitions, 2025 budget features, quick overview, 2025 budget requests, general fund revenue highlights, property tax levies 2025, general fund expenditures highlights, general fund reserves, and tax impact.

Mayor Blonigan asked about the franchise fees for gas and electricity and why those fees would be projected to

go down even though the price of gas and electricity is increasing. Sandvik noted the change is from increased efficiency and general consumption changes.

Mayor Blonigan asked about the transfer of funds from solid waste to engineering for the damage that happens from trucks on the roads. Sandvik stated that practice would continue.

Mayor Blonigan asked if we had planned to have a deficit in our budget. Tahoun stated yes, but instead it appeared there would be a surplus and noted this is from personnel costs.

Member Wagner asked about the tax capacity. Sandvik noted the budget memo includes a chart detailing this, noting it would be at 55.89% if the levy was set at 8%, which is competitive and comparable to surrounding communities.

Member Greenberg asked about tax rates for apartments/commercial spaces and how TIF would affect this. Sandvik noted capturing the increment will take some time, but the tax on apartments and commercial areas has been consistent, and noted redevelopment could help offset some of the residential tax.

Member Wagner asked about property type and how it relates to tax valuations. Sandvik noted that Hennepin County provides those services, which are done at a minimum of every five years for residential properties, and that it's an ongoing process.

PUBLIC HEARINGS

A. Assessment Hearing for the Reconstruction of 41st Avenue between Railroad Avenue and Regent Avenue – City Project 44123

McCoy presented the item and provided background information about the ordering of the work and the proposed property assessments for this project. He noted the Council eventually ordered the work but continued to discuss the assessment policy. Ultimately, the Council decided the current assessment policy was suitable and directed staff to bring the assessment hearing back to the Council. He detailed the cost of the assessments, noting the timeline of payback and the interest rate. McCoy noted an email that was received from Josh and Morgan Campbell and asked the Council to include it in the record.

Member Parisian MOVED, seconded by Greenberg to receive the letter and include it in the record. The vote was unanimous and the motion passed. The letter will be included in the minutes as Exhibit 1.

Mayor Blonigan wondered how the assessment cost is determined. McCoy stated the cost is based on the construction cost index, which is a third-party index that is reviewed annually and sets an amount per linear foot.

Member Wagner noted this isn't the first time the Council has heard about this and has had several discussions about this particular project.

Member Greenberg asked if there would be ongoing discussions about the assessment policy. Sandvik stated that discussions have been held and that if the policy were to change, a phased-in approach would be recommended. He noted additional discussions could be brought back to the Council in the Spring.

Member Parisian stated she appreciated the extended time offered for folks to pay off the assessment, as well as the adjustment to the interest rate.

Mayor Blonigan opened the public hearing.

Mayor Blonigan noted the letter that was added to the record, which indicated they are opposed to the assessment.

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

Member Wagner MOVED, seconded by Parisian to adopt Resolution No. 8124 "A RESOLUTION ADOPTING THE ASSESSMENT ROLL FOR CITY PROJECT 44123 – 41ST AVENUE BETWEEN RAILROAD AVENUE AND REGENT AVENUE."

A roll call was taken.

Ayes: Greenberg, Parisian, Wagner, Blonigan.

Nays: None.

The vote was unanimous and the motion carried.

- B. Public Hearing on Proposed Water, Sanitary Sewer, Storm Sewer, Solid Waste and Street Light rate increases.

Tahoun introduced the item and detailed the proposed rates for the upcoming year.

Mayor Blonigan asked why the price of organics recycling increases when more people use the service. Tahoun noted that the hauler would charge us more as they would be required to use more resources in the way of trucks, drivers, etc.

Member Wagner asked about commercial organics and solid waste collection and what the city's role is. Sandvik stated that organized collection is statutorily limited to mostly residential areas, and that the city could provide education and potential incentives for organics recycling.

Member Wagner asked if commercial water rates were the same as the residential rates. Tahoun stated an evaluation was done to look into commercial rates but that is not deemed appropriate at this time.

Member Parisian asked for additional data on the percentage of homes that use water in each tier. Tahoun stated he could provide that data after this meeting.

Member Parisian asked how residents would be informed about the new charge for using credit cards. Sandvik noted a letter would go out, but also social media and the Birdtown Brief will continue to be used.

Member Greenberg asked if there are any incentive programs if residents make efforts to conserve use of services. Sandvik noted there have been rebate programs for updating to more efficient appliances, and that the city will continue to look for additional opportunities around this.

Mayor Blonigan opened the public hearing.

Nike Heid, 3931 Perry Ave. N., wondered why the connection to North Memorial would be at a different rate.

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

Sandvik noted North Memorial uses a substantial amount of water and the proposed rate would be comparable to what they are charged now, through Minneapolis. He also indicated it would be a benefit to all residents.

Member Wagner noted he thinks rates should be fair for all, but that the rates can always be updated next year. He asked if the storm sewer rate would be the same for North Memorial. Tahoun noted yes.

McCoy noted there are often lower rates for bulk users, which North Memorial is. He also indicated a benefit of them constantly using water is that it will help to keep the water treatment plant running, meaning the water treatment plant won't have to stop and restart, which can stress the equipment.

Member Wagner MOVED, seconded by Parisian to adopt Resolution No. 8125 "A RESOLUTION ESTABLISHING CITY WATER, SANITARY SEWER, STORM SEWER, SOLID WASTE, AND STREET LIGHT RATES IN THE CITY OF ROBBINSDALE EFFECTIVE FOR ALL USAGE BEGINNING JANUARY 1, 2025." The vote was unanimous and the motion carried.

- C. Hold a public hearing to receive comments regarding the City's Street Improvement and Reconstruction Plan and adopt the City's Street Improvement and Reconstruction Plan.

Tahoun introduced the item, noting the city is required to have a street improvement and reconstruction plan to receive certain bonding for this type of work. He stated the minimum requirement is a five-year plan, but Robbinsdale has a ten-year plan for long-range financial planning to prioritize major new capital investments made by the City.

McCoy detailed the ten-year street improvement and reconstruction plan, highlighting several projects and funding implications. He did note that future items are contingent on what happens with the Blue Line Extension.

Member Wagner encouraged the use of sidewalks and asked staff to be proactive in planning those into this work.

Member Greenberg asked if there would be resources that could benefit us with the light rail extension project. McCoy stated there could be potential resources that would benefit the city, but that information is not known yet. Greenberg also asked if there is a point where we reach a level of maintenance, instead of larger reconstruction projects that have high dollar amounts. McCoy noted that as more reconstruction projects are completed, there will be a better balance and could hopefully reach a point where there is a lull in reconstruction projects.

Member Wagner recognized the work being done, especially around ADA compliance, and thanked McCoy.

Mayor Blonigan appreciated that we have a ten-year plan and noted this helps layout future costs and needs.

Mayor Blonigan opened the public hearing.

No one from the public spoke.

Member Parisian MOVED, seconded by Greenberg to close the public hearing. The vote was unanimous and the motion carried.

Member Wagner MOVED, seconded by Greenberg to Adopt Resolution No. 8126 "A RESOLUTION ADOPTING THE CITY'S STREET IMPROVEMENT AND RECONSTRUCTION PLAN 2025-2034." The vote was unanimous and the motion carried.

- D. Hold a public hearing to receive comments regarding the City's Capital Improvement Plan 2025-2034 and to adopt the City's Capital Improvement Plan 2025-2034.

Tahoun introduced this item, noting it's similar to the street improvement and reconstruction plan, but includes the entire city's Capital Improvement Plan (CIP) for the next ten years.

McCoy presented the item, noting he would skip over the street improvement plan, as the Council heard about that in the last item, but will discuss the rest of the CIP. He highlighted upcoming items for the major asset groups, which include Government Buildings, Parks, Traffic and Transportation, Utilities, and Capital Equipment. He also indicated future financial needs for these anticipated projects.

Mayor Blonigan asked about fire trucks and wondered how we could determine what vehicle requirements they need. Sandvik noted an ad hoc committee has been discussed to look into the future needs for a fire truck and fire equipment and potential outside consultants could be brought in if needed.

Member Greenberg asked about electric vehicles and if we would need to get the charging stations before we get the fleet. McCoy noted staff is looking into locations for charging stations, which could determine how electrical vehicles would be utilized in our fleet. He continued that as new city buildings are constructed, that infrastructure can be incorporated to include charging stations from the start. Greenberg asked if charging stations would be for public use as well, or only city vehicles. McCoy stated they could potentially serve both, but that hasn't been decided yet.

Member Wagner asked about Water Tower 2 and if it would allow for antennas on top. McCoy stated yes, noting they would be designed for that. Wagner also noted that he believes the Council should make a decision on the old water tower, so they can budget for those needs in 2026.

Mayor Blonigan opened the public hearing.

Nick Heid, 3931 Perry Ave. N., asked the Council to think about the people of Robbinsdale and how this CIP affects them. He specifically mentioned PFAS, parks improvements, added bike lanes on streets, and electric vehicles and charging stations.

Member Greenberg MOVED, seconded by Parisian to close the public hearing. The vote was unanimous and the motion carried.

Member Wagner MOVED, seconded by Parisian to adopt Resolution No. 8127 "A RESOLUTION ADOPTING THE CITY'S CAPITAL IMPROVEMENT PLAN 2025-2034."

Mayor Blonigan noted his support for electric vehicles and appreciated the ten-year plan, noting it takes a lot of planning and thought.

Member Wagner stated he feels the city is moving in the right direction with renewable energy and is happy with the CIP.

The Vote was unanimous and the motion carried.

OLD BUSINESS

- A. Budget Memo Adopting 2025 Final Levy and Budget

Tahoun presented the item, noting that the Council had set a preliminary levy at 10% and that the Council could not exceed this amount, but could reduce it. He continued that the Council asked staff to lower the final levy to 8%, which is what is being presented tonight.

Mayor Blonigan reiterated that the original levy proposal from staff was 12% and that the Council asked for the preliminary levy to be reduced to 10%. He further mentioned that after the preliminary levy, the Council again asked staff to reduce the levy to 8%, and he is happy that staff were able to accommodate this request.

Member Wagner thanked the Council and staff for their work on the levy, and this meets the dual task of being responsible with taxpayer money but also continuing to improve services for residents.

Member Parisian recognized the levy change from 10% to 8% was a big ask and that she appreciates and thanks staff for their creativity and work on this.

Member Greenberg echoed the previous comments and noted tough choices have to be made, and thanked staff for their work on the budget.

Mayor Blonigan stated our budgeting meets the highest standards for government finance and the city is doing a great job.

Member Wagner MOVED, seconded by Parisian to adopt Resolution No. 8128 "A RESOLUTION ADOPTING THE 2025 CITY PROPERTY TAX LEVY IN THE AMOUNT OF \$10,822,124 AND ORDERING ITS CERTIFICATION TO THE HENNEPIN COUNTY AUDITOR."

A roll call was taken.

Ayes: Greenberg, Parisian, Wagner, Blonigan.

Nays: None.

The vote was unanimous and the motion carried.

Member Parisian MOVED, seconded by Greenberg to adopt Resolution No. 8129 "A RESOLUTION ADOPTING THE 2025 FINAL BUDGET AND COMMITTING FUND BALANCE." The vote was unanimous and the motion carried.

Member Greenberg MOVED, seconded by Parisian to adopt Resolution No. 8130 "A RESOLUTION ADOPTING THE 2025 HRA PROPERTY TAX LEVY IN THE AMOUNT OF \$334,832 AND ORDERING ITS CERTIFICATION TO THE HENNEPIN COUNTY AUDITOR." The vote was unanimous and the motion carried.

NEW BUSINESS

Mayor Blonigan asked that New Business Items be discussed before Public Hearing C and D. The Council agreed.

A. Zoning Text Amendment to Zoning Code Section 515.07, Subd. 4 Conditional Uses

Bucheger presented the item, providing background information and stated the reason for this update is to allow a Private Utility Building. He detailed the current zoning and stated this type of business wouldn't generate much customer traffic, and staff don't see any issues with this type of business in the area.

Member Wagner asked about aesthetic requirements. Bucheger noted part of this building will be in the TOD district, which does have beautification standards that would apply.

Member Greenberg asked if there would be parking. Bucheger stated there would be a few parking spots on the West Broadway side. Greenberg asked if there are other locations that could facilitate this use. Bucheger noted

there could be other areas, but they would require us to change the comprehensive plan.

Mayor Blonigan asked if there was a specific reason why this location is being pursued. Tim Martin, US Internet, stated they would like to bring fiber internet into Robbinsdale, which could help spur economic development, and noted this location would essentially serve as a fiber hub, and location is important for that.

Member Greenberg asked if other fiber hubs are in residential areas. Martin stated they have other buildings in both residential and commercial areas, noting both models have been successful. Greenberg asked about noise that could potentially come from the building. Martin stated council members and staff in other communities had toured similar facilities and noticed little to no sound pollution.

Member Wagner MOVED, seconded by Parisian to amend Zoning Code Section 515.07, Subd. 4 Conditional uses to allow the conditional use of a private utility building in the Residential-Business district.

Nike Heid, 3931 Perry Ave. N., wondered about the environmental impacts and if those have been considered. Sandvik noted what is being asked tonight is the zoning text amendments and those impacts would be better considered when a variance or conditional use permit are brought to the Council. Bucheger noted this amendment would allow US Internet to submit an application and, once that is submitted, the Council could address those details at more length.

Member Wagner asked about the use of the building and if there would be a cloud-based service included. Martin stated that is not the intent for the Robbinsdale site, and would be to service the area with fiber. He also noted staff and the Council could tour other locations.

The vote was unanimous and the motion carried.

B. 3819 West Broadway Rezone

Bucheger introduced the item. He provided background on the zoning request, why there is currently split zoning at this property, and that the intention is to construct a private utility building on this property.

Member Greenberg MOVED, seconded by Wagner to approve the rezone request at 3819 West Broadway converting the property into a Residential-Business zoning district.

A roll call was taken.

Ayes: Greenberg, Parisian, Wagner, Blonigan.

Nays: None.

The vote was unanimous and the motion carried.

OTHER BUSINESS

A. Voucher Requests Pending Approval for Disbursement

Member Parisian MOVED, seconded by Wagner to approve the voucher requests pending approval for disbursement. The vote was unanimous and the motion carried.

ADMINISTRATIVE REPORTS

Sandvik thanked the Police and Fire departments who have handled some hard situations over the last few days. He thanked everyone who attended the Tree Lighting event tonight and all who volunteered to help. He stated the City Band plays this Thursday, December 5 and on Saturday, December 7, the Tri-City Police Department parade will take place at 5:00 p.m. and the route can be found on the city website. He thanked the Council for their work on the budget, noting the complexity that goes into it. He noted upcoming city meetings and that on

December 17, at 5:00 p.m. there would be an open house to recognize and honor Mayor Blonigan for his time on the Council.

COUNCIL GENERAL COMMUNICATIONS

Member Greenberg noted there was a meeting earlier tonight at Elim Church for the Blue Line Extension, noting there were several options for the Lowry station design.

Member Parisian thanked all involved with the Tree Lighting and is looking forward to the open house for Mayor Blonigan.

Member Wagner also thanked the Police and Fire Departments and sent his sympathies to the families affected by the events that happened. He thanked all who attended the events today and noted it was great to see people being involved. Lastly, he noted he has heard feedback of yard waste pick-up, asking if the timeline could potentially be extended further into the season.

Mayor Blonigan also thanked those who helped with the Tree Lighting, those who came out tonight, and Police and Fire for their work. He asked about getting fuel from the City of Crystal and if that had started. Sandvik noted that is expected to start within the week. Blonigan noted there was a request from the Cable Commission that he forwarded to the City Manager and asked that it be looked into. He mentioned that Saw Horse might be up for sale, and encouraged staff to keep an eye on it.

ADJOURNMENT

Member Greenberg MOVED, seconded by Parisian to adjourn the meeting at 10:59 p.m. The vote was unanimous and the motion carried.

Chase Peterson-Etem, City Clerk

Bradley Sutton, Mayor

From: [REDACTED]
To: [Chase Peterson-Etem](#)
Cc: [REDACTED]
Subject: Opposition to Proposed Special Assessments
Date: Tuesday, December 3, 2024 1:43:33 PM

EXTERNAL EMAIL ALERT: This message originated from outside the City of Robbinsdale email system. Unless you recognize the sender and know the content, **DO NOT** click any links or open attachments.

Hi Chase,

We are submitting the below letter hoping it can be read at the city council meeting this evening as we are unable to attend in person:

Dear City Council Members,

I am writing to express my strong opposition to the proposed special assessment for reconstruction of 41st Avenue. This financial burden on residents, coupled with the 6.65% optional interest rate for payment plans, is inequitable and counterproductive to the financial stability of our community.

The median household income in Robbinsdale is \$80,125. For a significant portion of households, this assessment represents a substantial financial strain. Residents are being asked to set aside an additional \$1,000 a month or potentially drain their savings account to meet the November 2025 deadline. If the deadline is not met we are being asked to be in debt for years to come and pay additional interest.

Moreover, cities of similar size and demographic composition often fund road reconstruction projects through general city revenue or municipal bonds rather than direct special assessments. By spreading costs across the entire tax base or utilizing alternative funding mechanisms, these cities ensure equitable contributions while maintaining critical infrastructure. Robbinsdale should consider adopting such an approach to align with best practices.

At the previous special hearing, it was suggested that abolishing special assessments would be unfair to those who have paid them in the past. However, this argument is flawed. Fairness should focus on current and future residents rather than adhering to a model that penalizes today's citizens to maintain consistency with outdated practices. By this logic, the city would never implement progressive reforms. Equity demands that we adapt policies to meet present needs rather than perpetuating unjust precedents.

I urge the council to reconsider this plan and explore more equitable funding methods for this project. Burdening individual households disproportionately undermines community cohesion

and economic stability.

Thank you for considering this perspective.

Sincerely,
Josh and Morgan Campbell
4105 Perry Ave N

Morgan Campbell

MINUTES

CITY COUNCIL MEETING CALLED TO ORDER

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

ROLL CALL

Present: Parisian, Wagner, Murphy, Greenberg, Mayor Blonigan
Absent: None
Staff: Tim Sandvik, City Manager; Chase Peterson-Etem, City Clerk; Heather Rand, Community Development Director; Kayla Kirtz, Sustainability Coordinator

MICROPHONE CHECK

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

APPROVAL OF THE DECEMBER 17, 2024 MEETING AGENDA

Peterson-Etem noted the addition of the voucher disbursement report for Other Business Item 11A. He also mentioned the agreement related to New Business 10A was sent to the Council and will be added in the agenda for tonight. Lastly, he added Consent Item W, which is a letter of opposition to the House Bill related to broadband deployment, noting the Council had previously discussed this and was in agreement to have the letter sent to the city's representatives.

Member Murphy MOVED, seconded by Wagner to approve the December 17, 2024, meeting agenda. The vote was unanimous and the motion carried.

CONSENT AGENDA

Member Murphy MOVED, seconded by Greenberg to approve the consent agenda, including the addition of Item W. The vote was unanimous and the motion carried.

- A. Approve City Council Meeting minutes from September 17, 2024
- B. Approve City Council Work Session Meeting Minutes from October 8, 2024
- C. Robbinsdale Wine & Spirits' Monthly Financial Statements
- D. Receive Parks, Recreation, and Forestry Commission Meeting Minutes from September 24, 2024
- E. Deputy Registrar's Monthly Financial Statements
- F. Recommendation for Charter Commission Reappointment
- G. A Resolution Approving of a Change to the By-Laws of the Robbinsdale Fire Department Relief

Association

- H. Approve Adjustments for Non-Union Employees
- I. Approval of Licenses
- J. First reading of an ordinance amending Section 205 of the City Code Salaries of Elected Officials
- K. First Reading of Ordinance Amendment to Section 515.07 Subdivision 4 on Conditional Uses in R-B, Allowing Private Utility Buildings
- L. 2025 License Renewals for The Birdhouse Eat & Drink
- M. 2025 License Renewals for Broadway Pizza/Eagles Nest Lounge
- N. 2025 License Renewals for Hy-Vee, Inc.
- O. 2025 License Renewals for Johnnie Mae's Lounge
- P. 2025 License Renewals for Marna's Eatery and Lounge
- Q. 2025 License Renewals for Nonna Rosa's
- R. 2025 License Renewals for Nouvelle Kitchen & Brewery
- S. 2025 Licenses for Travail Kitchen & Amusements
- T. 2025 License Renewals for Wicked Wort Brewing Company
- U. 2025 License Renewals for Robbinsdale Wine & Spirits
- V. Accept Donation from Target Corp, for \$500
- W. Letter of opposition to the House Bill related to broadband deployment

PRESENTATIONS

- A. Thank you - Council Member Murphy and Mayor Blonigan

Sandvik noted the great amount of service that Member Murphy and Mayor Blonigan have provided to the city. He noted staff prepared a video presentation for each of them.

Sandvik presented Member Murphy with a resolution recognizing and commending his service and dedication to Robbinsdale.

Member Murphy talked about his time on the Council, noting his interactions with residents, staff, and community members, and thanked all who have supported him.

Sandvik presented Mayor Blonigan with a resolution recognizing and commending his service and dedication to Robbinsdale.

Mayor Blonigan MOVED, seconded by Wagner to adopt Resolution No. 8133 "A RESOLUTION RECOGNIZING AND COMMENDING REGAN MURPHY FOR HIS COMMUNITY SERVICE, DEDICATION, TIME, AND TALENT IN REPRESENTING THE CITY OF ROBBINSDALE." The vote was
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unanimous and the motion carried.

Member Murphy MOVED, seconded by Wagner to adopt Resolution No. 8134 "A RESOLUTION RECOGNIZING AND COMMENDING WILLIAM A. BLONIGAN FOR HIS COMMUNITY SERVICE, DEDICATION, TIME, AND TALENT IN REPRESENTING THE CITY OF ROBBINSDALE." The vote was unanimous and the motion carried.

PUBLIC HEARINGS

A. Currency Exchange License Renewal - SJB Enterprises dba Your Exchange

Peterson-Etem presented the item, stating the Council approved of the initial application last year. He noted that state statute requires the Council to hold a public hearing annually for the renewal of currency exchange licenses and must notify the state of the Council's decision.

Mayor Blonigan opened the public hearing.

No members of the public spoke.

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

Member Greenberg MOVED, seconded by Parisian to approve the application of SJB Enterprises dba Your Exchange. The vote was unanimous and the motion carried.

B. Public Hearing – Finds on Broadway – Consignment & Secondhand Goods Licenses – 4180 West Broadway

Sandvik provided a brief overview of the item, noting the Council must hold a public hearing. He stated the Police Department has not completed the background investigation, but recommended the Council approve the license contingent upon successful completion of the background investigation.

Mayor Blonigan opened the public hearing.

No members of the public spoke.

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

Member Murphy MOVED, seconded by Greenberg to approve the Consignment and Secondhand Goods 2025 licenses for Celeste M. Shahidi, dba Finds on Broadway, for 4180 West Broadway, contingent on a successful background investigation. The vote was unanimous and the motion carried.

C. Public Hearing – Fly Vintage & Vinyl, LLC – Consignment and Secondhand Goods Licenses – 3900 36th Avenue North

Sandvik presented the item noting this is similar to the previous public hearing and that a public hearing is required. He noted the Police Department has not yet completed the background investigation, but staff is recommending approval contingent upon successful completion of the background investigation.

Mayor Blongian opened the public hearing.

No members of the public spoke.

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

Member Parisian MOVED, seconded by Greenberg to approve Consignment and Secondhand Goods 2025 licenses for Betsy KayRuppert-Kan and Daniel Sung-Tak Ruppert-Kan, dba Fly Vintage & Vinyl, LLC, 390036th Avenue North, contingent on successful background investigation. The vote was unanimous and the motion carried.

D. Public Hearing – Pawn America – Pawnbroker & Secondhand Goods Licenses – 4134 West Broadway

Sandvik provided an overview, noting this item is also required to hold a public hearing and that the applicant has submitted materials, and staff is recommending approval, contingent upon an updated bond and Fire Department approval.

Member Wagner asked if there was a set timeline for when repairs need to be done. Sandvik noted an inspection for those repairs is set to happen later this week.

Mayor Blonigan opened the public hearing.

No members of the public spoke.

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

Member Wagner MOVED, seconded by Greenberg to approve the 2025 Pawnbroker and Secondhand Goods licenses for Pawn America Minnesota, LLC at 4134 West Broadway, subject to the City Clerk's office receiving the updated bond, and Fire Department final approval. The vote was unanimous and the motion carried.

OLD BUSINESS

A. 4227 40th Ave N Violation Appeal on Zoning Code Section 410 (Banner Sign)

Rand provided an overview of the item, noting it had previously been presented to the Council, but the applicant wasn't properly informed of the previous meeting date. She stated that staff is asking the Council to revisit this item to allow the applicant to be heard and provide their reasoning for the appeal.

Mayor Blonigan stated that although the Council made a previous decision, they are open to any new and additional information and will make a decision based on the evidence presented tonight.

Aaron Mcmenamy, 4227 40th Ave. N., noted he submitted an appeal request about the City Code language, not the banner in particular, as he feels there have been other banners like this throughout the city, and they were not given citations. He noted political banners during the election as comparable and feels the banner he displayed was also political and should have been treated as such.

Member Murphy stated he thinks there could be some clarity in the City Code and questioned if multiple yard signs would equal the same square footage size of this banner, and how that could be addressed in the future.

Mayor Blonigan stated he would have the same findings as the last time this was presented to the Council but suggested potentially returning the \$200 fine for lack of proper notice of the previous public hearing.

Member Wagner noted he would be willing to also provide a refund and asked if there is language on the city website regarding these requirements for banners or signs. He also asked if the city had a code committee that

would review updates to the City Code from time to time. Rand stated the City Code is linked on the website and residents could search banner or sign regulations through that, but did not believe the website specifically mentions banners, as they are not allowed in residential areas. She noted there isn't a committee that reviews code language, but items could be brought forward by the planning commission, through staff, or by the Council. Sandvik reiterated these items and noted Rand will have some recommended code updates coming in the future.

Wagner stated he would like to see a document that briefly goes over the regulations specific to Robbinsdale, noting it could be helpful as a quick guide that's not buried in City Code.

Member Greenberg noted his interpretation was clear and thinks the banner was in violation of the City Code. He supported the idea of providing easier ways for residents to understand the information around signs and banners, and was also in support of refunding the \$200 fine.

Mayor Blonigan asked about the Planning Commission's recommendation to the Council. Rand stated the Planning Commission's recommendation was to not deny the appeal. Rand noted the staff recommendation is to deny the appeal, as staff's interpretation, as well as the City Attorney's, is that the banner was in violation of the City Code.

Member Murphy MOVED, seconded by Wagner to uphold the Council's ruling from the November 19 meeting, as well as refund the \$200 fee to the resident.

Sandvik encouraged the Council to be explicit as to why the fee is being waived, especially since they are upholding the decision that was previously made.

Member Murphy withdrew his original motion.

Member Murphy MOVED, seconded by Wagner to uphold the Council's original ruling from the November 19 meeting based on no additional findings of fact. The vote was unanimous and the motion carried.

Member Murphy MOVED, seconded by Blonigan to refund the \$200 appeal fee to the appellant based on the unique circumstances where the resident was not properly notified of the appeal hearing at City Hall, even though it was done in a legal matter. He further motioned that the applicant wasn't in denial of why the violation occurred and was engaged in the process. The vote was unanimous and the motion carried.

B. Resolution Declaring the Desire to Rename Sanborn Park

Sandvik provided a brief overview of this item detailing the city's involvement in the Just Deeds program, which ultimately led the Council to explore a Parks and Facilities Naming Policy. He continued that the policy was created and first used as discussion to rename Sanborn Park, as it was discovered the Sanborn Holding Company utilized racially restrictive covenants. Although renaming submissions were received from the city, it was eventually decided to suspend the policy in order to allow increased community engagement. He noted that although the policy was suspended, it is the desire of the Council to formally acknowledge the desire to rename the park.

Mayor Blonigan noted he appreciated the resolution and was glad to be taking action regarding the desire to rename the park. He noted he doesn't necessarily need his name included in the first Whereas clause but stated he would like to include "with his daughter Maria Cisneros, City of Golden Valley City Attorney" in the third Whereas clause.

Member Greenberg wanted to confirm this item isn't about policy, rather that the Council is making a declaration that they want to eventually change the name of Sanborn Park. Sandvik stated that is correct.

Member Wagner stated he was okay with leaving the mayor's name in the resolution, but stated it could be switched to the Council instead.

Mayor Blonigan suggested changing the fifth whereas clause to "agrees that to partially remediate the harmful effects of racially restrictive covenants that the appropriate action would be to formally acknowledge the desire to rename the park, AND solicit community feedback in the near future."

Member Parisian stated she would want to include Mapping Prejudice and Just Deeds in the resolution, if the first whereas clause was removed. Blonigan suggested removing "Mayor Blonigan" from the first whereas clause and adding "Mapping Prejudice and Just Deeds."

Member Parisian MOVED, seconded by Wagner to adopt Resolution No. 8146 "A RESOLUTION CONFIRMING THE DESIRE TO RENAME SANBORN PARK IN THE CITY OF ROBBINSDALE." The vote was unanimous and the motion carried.

NEW BUSINESS

A. Municipal Materials Management Agreement

Sandvik presented the item and stated that last spring, staff had started pursuing options for the city's organized solid waste hauler, as the current contract expires at the end of March 2025. He noted a request for proposals (RFP) was sent out requiring submissions by September 16, 2024, and that a total of six complete bids were submitted. He continued that an ad hoc committee was formed to review the submissions and was graded on a weighted scale, with cost being the most crucial component. Through this committee, and with the Council's direction, staff is recommending the city enter into an agreement with Allied Waste Services of North America, LLC dba Republic Services of the Twin Cities, to commence April 1, 2025.

Member Wagner asked about the replacement of garbage carts, the timeframe of yard waste services, and how collection will be for alleyways. Sandvik stated communication will be provided to each residence with information about the exchange of carts, with that process happening at the end of March and early April as needed. Sandvik noted the current contract will collect yard waste until November 15, weather-dependent, and noted the last day the collection site will receive materials is November 30. Lastly, he stated alleyway service will continue as is.

Member Parisian asked about pricing and how that would be affected by the new provider. Sandvik mentioned that each bid had variations in cost per specific service but noted that the pricing for a typical house was very similar throughout the bids and costs for residents will be similar to the trajectory they have been on in past years.

Member Greenberg asked about the level of service with the new provider and if there would be improvements. Sandvik stated he hopes it will bring an increase in customer service, noting they have a local customer service pod, as well as additional technological components, and overall general service levels.

Mayor Blonigan asked about the sustainability efforts of Republic Services. Sandvik noted sustainability was part of the RFP and much of Republic Services' efforts for mechanical sustainability have been focused on warmer climates, noting the investments thus far are considerable and will continue to be rolled out in Minnesota as they are developed.

Mayor Blonigan asked about the terms of the agreement and if the contract could be extended. Sandvik noted it was for five years and there would be a caveat to extending that.

Member Wagner asked staff to keep the Council informed about the communication plan.

Member Greenberg asked if organic would be included with this service. Sandvik stated yes.

Member Murphy MOVED, seconded by Greenberg to Authorize the Mayor and City Manager to execute a Municipal Materials Management Agreement, effective April 1, 2025, between the City of Robbinsdale, and Allied Waste Services of North America, LLC dba Republic Services of the Twin Cities. The vote was unanimous and the motion carried.

B. Accept Quote for Electric Vehicle Charging Stations - Project 1020

Kirtz presented the item, noting there have been many conversations with staff and Council about electronic vehicles and this has become a top priority. She stated as the city builds its fleet of electric vehicles, there is also a need for charging stations, and described what types of charging stations staff is looking into and where they would be. She continued that staff is working with Exel Energy to address any electrical panel upgrades that are needed and that funds have been included in the Capital Improvement Plan for these stations. She did note that grants are also being looked into to offset costs.

Member Greenberg stated he was in favor of looking into grants and asked if there would be a cost for customers to use the charging stations. Kirtz stated that it would be a future decision for the Council, but staff is looking into how other cities handle this.

Member Wagner and Parisian noted their excitement and support for this project.

Member Parisian MOVED, seconded by Greenberg to authorize the City Manager and Finance Director to issue a Purchase Order to KonectaEV of Minneapolis, Minnesota for the purchase of two ChargePoint Express 250 DC Fast Charging Stations. The vote was unanimous and the motion carried.

OTHER BUSINESS

A. Voucher Requests Pending Approval for Disbursement

Member Wagner MOVED, seconded by Greenberg to approve disbursement requests for the period ending 12/17/2024. The vote was unanimous and the motion carried.

ADMINISTRATIVE REPORTS

Peterson-Etem provided his thanks and gratitude to Member Murphy and Mayor Blongian, recognizing their dedication to the residents, the staff, and their work to make Robbinsdale a great community.

Sandvik reflected on the year, noting several accomplishments and the work that was undertaken this year, both by staff and the Council, and thanked all for their dedication and hard work.

Sandvik mentioned his time getting to know and working with Member Murphy and that it was clear to him Council Member Murphy's dedication to the community and his expectation of a high level of service. He stated it has been a pleasure to work with Member Murphy and appreciated his ability to respectfully question the status quo while simultaneously supporting staff. He thanked Member Murphy for his time and dedication to the city.

Sandvik highlighted the extensive amount of time that Mayor Blonigan has given to the community and the sacrifices he has made during the many years serving in so many capacities for Robbinsdale. He noted that Mayor Blonigan had pushed him in new ways, but in ways that were always focused on improvement to the community and the residents. Sandvik stated his admiration to Mayor Blonigan for his efforts in sustainability and diversity, equity, and inclusion, before it was commonplace in local government, and it speaks to his

leadership and character. He provided his appreciation and thanks to Mayor Blonigan.

COUNCIL GENERAL COMMUNICATIONS

Member Parisian thanked Member Murphy for his time on the Council and his advocacy, perspective, and collaboration. She highlighted his community involvement and reiterated her thanks for his positive impact.

Member Parisian thanked Mayor Blongian for his 44 years, noting his tenure is generational. She stated his time is inspirational, and that his impact on the community will be long-lasting. She highlighted several initiatives he has been instrumental in and reiterated her thanks and appreciation for Mayor Blonigan and his family.

Member Parisain wished all a Happy Holiday and Safe New Year.

Member Wagner shared similar sentiments about Member Murphy and Mayor Blonigan, adding his appreciation for their leadership and mentorship, noting their purely community-driven advocacy and service. He thanked both of them for everything they have done for Robbinsdale.

Member Wagner wished all a Happy Holiday and New Year.

Member Murphy noted his time with Mayor Blonigan and how they have both had the same goal in mind of making Robbinsdale a better place. He appreciated their connectivity as well as their time serving together and thanked him for his many years. He also highlighted Mayor Blonigan's leadership and stated his appreciation for the entire Council and the work they have done together.

Member Greenberg echoed the previously stated sentiments and offered his heartfelt thanks and appreciation to both Member Murphy and Mayor Blonigan. He noted an information session about the Shoreline project that happened last night, and many residents provided feedback and encouraged more to look into it. He also noted he attended a Community Advisory Committee meeting where they discussed the Lowry station design and indicated there were two main options. Lastly, he thanked the staff for their work throughout the year and wished all a Happy Holiday.

Mayor Blonigan thanked all for the kind comments, noting he spent much more time as a Council member than a mayor. He noted his accolades wouldn't be possible without the other Council members he's worked with over the years. He thanked the citizens for continuing to elect him, the staff for their work, and specifically City Manager Sandvik and other previous City Managers. He thanked other government leaders for their work and appreciated their dedication to Robbinsdale. Lastly, he thanked his family for their sacrifices and especially his wife, Teri, who has supported him throughout his entire time on the Council. Mayor Blonigan noted the future of Robbinsdale is in good hands and wishes all well.

ADJOURNMENT

Member Murphy MOVED, seconded by Greenberg to adjourn the meeting at 9:15 p.m.

A roll call was taken.

Ayes: Parisian, Wagner, Murphy, Greenberg

Nays: Blonigan

The motion carried 4-1.

MINUTES

CITY COUNCIL MEETING CALLED TO ORDER

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

ROLL CALL

Present: Blackledge, Greenberg, Parisian, Wagner, Sutton

Absent:

Staff: Tim Sandvik, City Manager; Chase Peterson-Etem, City Clerk

MICROPHONE CHECK

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

Brenda Remus, 3614 Abbott Ave. N., noted she is thankful to be here and is anticipating good things for Robbinsdale for the year ahead.

Miles Toth, 4318 West Broadway, started by congratulating the newly elected Council member. He noted his concern about the lights on the new water tower and that it was too bright. He stated others in his neighborhood feel the same way.

OATH OF OFFICE

- A. Oath of Office for Ward 1 Council Member Raymond Blackledge

Peterson-Etem gave the Oath of Office to Council Member Blackledge.

- B. Oath of Office for Ward 2 Council member Jason Greenberg

Peterson-Etem gave the Oath of Office to Council Member Greenberg.

- C. Oath of Office for Mayor Brad Sutton

Peterson-Etem gave the Oath of Office to Council Member Greenberg.

APPROVAL OF THE JANUARY 7, 2025 MEETING AGENDA

Peterson-Etem noted three additions to the agenda tonight.

1. Addition of the disbursement report to Other Business Item 11A
2. Addition of Consent Item 7 P to authorize payment of certain claims.
3. Addition of Consent Item 7 Q recommending Public Works Director/City Engineer, Richard McCoy, for the Suburban Rate Authority.

Member Parisian MOVED, seconded by Greenberg to approve the January 7, 2025 meeting agenda. The vote was unanimous and the motion carried.

CONSENT AGENDA

Member Parisian removed Item O for further consideration.

Member Greenberg removed item I for further consideration.

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

- A. MPCA Local Climate Action Grant
- B. City Clerk & Deputy City Clerk Appointments
- C. Deputy Registrar Appointment
- D. Approval of City's Official Newspaper
- E. 2025 Meeting Dates
- F. Affirm Fair Housing Policy
- G. Records Retention Schedule
- H. Elected Official Out-of-State Travel Policy
- I. Social Media Policy Review

Member Greenberg noted this policy seemed targeted towards city employees, and wondered if this includes the Council, committee/commission members and agents of the city. Sandvik stated there is an expectation that this policy is adhered to by these members and agents, noting there are additional guidelines for staff in the employee handbook.

Member Greenberg MOVED, seconded by Parisian to acknowledge receipt of Social Media Policy. The vote was unanimous and the motion carried.

- J. Approval of Licenses
- K. Authorize City Manager to Execute Memorandum of Understanding (MOU) with International Union of Operating Engineers, Local No. 49 (49ers)
- L. Designation of Depositories for City Funds in 2025
- M. Authorization for Credit Cards
- N. Renewal of Workers' Compensation Insurance for 2025
- O. Accepting donations during 2024 from various individuals, businesses and organizations.

Member Parisian noted she removed this item to give thanks and acknowledgment to the generous donation that were provided to the city.

Member Parisian MOVED, seconded by Greenberg to adopt Resolution No. 8137 "A RESOLUTION ACCEPTING DONATIONS." The vote was unanimous and the motion carried.

PRESENTATIONS

- A. None

PUBLIC HEARINGS

A. None

OLD BUSINESS

A. None

NEW BUSINESS

A. None

OTHER BUSINESS

A. Voucher Requests Pending Approval for Disbursement

Member Wagner MOVED, seconded by Parisian to approve disbursement requests for the period ending 1/7/2025. The vote was unanimous and the motion carried.

ADMINISTRATIVE REPORTS

Peterson-Etem welcomed the new and returning Council member and noted he is excited to be working with them.

Sandvik also shared his appreciation and excitement for the upcoming group. He noted the new city website will be launched later this month. The Fire and Ice event will take place at Sanborn Park on February 7. He stated there is a Lowry Ave. Station community design workshop related to the light right that is taking place on Tuesday, January 14 and more information is on the website. He stated that holiday tree disposal continues this week and encouraged folks to take advantage. The Parks Master Plan draft is posted and staff will be bringing this to the Council for formal approval in February. He noted that warming house hours are posted on the website, as well as some temporary job postings. Lastly, he reminded folks to make sure they are aware of the snow emergency policy.

COUNCIL GENERAL COMMUNICATIONS

Member Wagner wished all a Happy New Year and welcomed the new Council Members.

Member Parisian wished everyone a Happy New Year and welcomed the new Council Members.

Member Blackledge thanked the Council and is looking forward to partner together.

Member Greenberg congratulated the new Council Members and is excited to be working with all.

Mayor Sutton congratulated Members Blackledge and Greenberg and is excited to work with all. He also thanked the staff for their work and wished everyone a Happy New Year.

ADJOURNMENT

Member Greenberg MOVED, seconded by Wagner to adjourn the meeting at 7:23 p.m. The vote was unanimous and the motion carried.

Chase Peterson-Etem, City Clerk

Bradley Sutton, Mayor

MINUTES

CITY COUNCIL MEETING CALLED TO ORDER

Mayor Pro Tem Wagner called the meeting to order at 7:00 p.m.

ROLL CALL

Present: Parisian, Wagner, Murphy, Webb, Mayor Blonigan

Absent: None

Staff: Tim Sandvik, City Manager; Chase Peterson-Etem, City Clerk; Heather Rand, Community Development Director

MICROPHONE CHECK

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

Miles Toth, 4318 West Broadway, discussed light pollution from the new water tower and provided some negative effects of light pollution on humans. He noted Minnesota law and city code and stated he believes the water tower lighting is violating this statute and ordinance. He thanked the Council for listening and thanked Richard McCoy, City Engineer, for his work, and hoped they could find some solution to the light pollution.

Member Parisian asked for an update from staff. Sandvik noted lights will not be on until the Council provides staff direction, but staff is working on testing the lights.

Member Parisian asked about how the lights function and how the timing works with the lights. Sandvik stated there was some retrofitting to allow for more control over the lighting, but staff is still exploring options.

Member Wagner asked staff to provide light pollution ordinances and statutes as well as other requirements that may be necessary, like the FFA guidelines.

APPROVAL OF THE JANUARY 21, 2025 MEETING AGENDA

Peterson-Etem noted the addition to Other Business Item A, which included the actual report for the voucher disbursement report.

Member Parisian MOVED, seconded by Blackledge to approve the January 21, 2025, agenda. The vote was unanimous and the motion carried.

CONSENT AGENDA

Member Greenberg removed item P for further consideration.

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

- A. Approve City Council meeting minutes from October 1, 2024

- B. Acceptance of Hennepin County Youth Activities Grant
- C. Approval of Credit Card Charges and Payment – November 2024
- D. Approval of Credit Card Charges and Payment – December 2024
- E. Investment Report
- F. Deputy Registrar’s Monthly Financial Statements
- G. Robbinsdale Wine & Spirits’ Monthly Financial Statements
- H. Acceptance of Robbinsdale Planning Commission 2024 Activity Report
- I. 2nd Reading and Adoption of Ordinance Changing Text Related to Public Utility Building
- J. Approve Professional Service Agreement with Rum River Consulting for Building Official Services
- K. Approval of Licenses
- L. Second reading of an ordinance amending Section 205 of the City Code Salaries of Elected Officials
- M. 2nd Reading of an Ordinance Adopting Updates to Appendix B - Fee Schedule
- N. Approve Multi-jurisdictional Elevate Hennepin Contract Agreement
- O. Accept Quote for Separating Bucket - Project 8211
- P. Acceptance of Mortenson Family Foundation Grant

Member Greenberg removed this item to recognize and thank the Mortenson Family Foundation for the grant and explained what the grant would be used for.

Member Greenberg MOVED, seconded by Parisian to accept the Grant. The vote was unanimous and the motion carried.

- Q. Receive Sustainability Committee Meeting minutes from November 20th, 2024
- R. Receive Planning Commission Minutes of November 12, 2024.
- S. Authorize City Manager to execute Memorandum of Understanding (MOU) with LELS Local 179

PRESENTATIONS

- A. None

PUBLIC HEARINGS

- A. None

OLD BUSINESS

- A. None

NEW BUSINESS

A. Approve Final Plat for 3505 Bottineau Boulevard (Hy-Vee) Robbinsdale Mall Forth Addition

Rand provided an overview of the item, noting this is the Hy-Vee property and that this is not an unusual request. She continued that this provides Hy-Vee more flexibility in the future, but nothing immediately would happen with the land use. She noted the preliminary plat was previously approved, and there was a small change, but nothing overly significant.

Member Greenberg asked about the benefits of being able to sell versus lease.

Jeff Stine, Director of Site Planning, Hy-Vee, 5820 West Elm Parkway, noted typical practice is to keep this type of development as separate parcels, and this may have been missed when originally plating.

Member Parisian MOVED, seconded by Blackledge to adopt Resolution No. 8141 "A RESOLUTION APPROVING THE FINAL PLAT FOR ROBBINSDALE MALL FOURTH ADDITION AND AUTHORIZING ITS EXECUTION BY THE MAYOR AND CITY CLERK." The vote was unanimous and the motion carried.

B. Appointment of Commissioners

Sandvik introduced the item and provided background as to the appointment process for commission members. He stated the standing commissioners were asked if they wished to continue their service and provided letters of interest. Those who submitted letters are in front of the Council tonight for reappointment.

Member Greenberg MOVED, seconded by Blackledge to appoint Commissioners as determined at the January 14, 2025, City Council Work Session.

Mayor Pro Tem Wagner asked if the Council was nominating folks or appointing them and wondered how it would work without the Mayor at this meeting. Sandvik noted the discussion from the Work Session provided direction to staff, which indicated the names listed tonight were all supported by the full Council, and he is comfortable to move forward tonight.

The vote was unanimous and the motion carried.

C. City Council Appointments

Sandvik provided a brief overview and stated this is done annually and is not an exclusive list. He noted this was discussed at last week's Work Session and staff is recommending moving forward with these appointments.

Member Parisian MOVED, seconded by Greenberg to approve the City Council assignments for 2025. The vote was unanimous and the motion carried.

OTHER BUSINESS

A. Voucher Requests Pending Approval for Disbursement

Member Wagner MOVED, seconded by Greenberg to approve disbursement requests for the period ending 1/21/2025. The vote was unanimous and the motion carried.

ADMINISTRATIVE REPORTS

Sandvik stated the new website is up and running and encouraged people to check it out. He noted the Home Energy Squads visits will continue and encouraged folks to schedule one if they haven't yet. He thanked those who attended Robbinsdale events over the last couple of days.

COUNCIL GENERAL COMMUNICATIONS

Member Wagner thanked staff for the update on the website and hoped all had a good Martin Luther King Jr. Day. He also recognized the change in leadership at the federal level and stated he is open to listening and discussing any concerns or feelings about it.

Member Parisian noted her excitement about the website and hoped all had a meaningful Martin Luther King Jr. Day, noting the recognition Chaz Sandifer had at the MLK Jr. Breakfast. She mentioned the upcoming Bird Bash event and noted she would be open to connecting with staff or the Council if others would like to attend.

Member Greenberg noted he attended the MLK Jr. Breakfast at Elim Church and it was a great event. He stated residents can have a lot of influence in the City of Robbinsdale and encouraged all to get involved.

Mayor Pro Tem Blackledge also noted he attended the Breakfast and was happy to see the community connection and how folks are coming together to honor the past and work towards the future.

ADJOURNMENT

Member Wagner MOVED, seconded by Parisian to adjourn the meeting at 7:45 p.m. The vote was unanimous and the motion carried.

Chase Peterson-Etem, City Clerk

Bradley Sutton, Mayor

MINUTES

CITY COUNCIL MEETING CALLED TO ORDER

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

ROLL CALL

Present: Blackledge, Parisian, Wagner, Sutton

Absent: Greenberg

Staff: Tim Sandvik, City Manager; Matt Bazyk, Recreation Services Manager

MICROPHONE CHECK

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

APPROVAL OF THE FEBRUARY 4, 2025 MEETING AGENDA

Sandvik noted the voucher disbursement report for Other Business Item 11A had been generated and is available for viewing.

Member Wagner MOVED, seconded by Parisian to approve the February 4, 2025, meeting agenda. The vote was unanimous and the motion carried.

CONSENT AGENDA

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

- A. DNR Outdoor Recreation Grant Application
- B. DNR Local Train Connections Program Grant
- C. Erin Sparks Approval for Parks, Recreation and Forestry Commission
- D. Approve City Council Work Session meeting minutes from November 12, 2024
- E. Approval of Licenses
- F. Receive Park, Recreation, and Forestry Commission minutes from November 26, 2024
- G. Approve City Council Work Session meeting minutes from December 10, 2024
- H. Bond Reimbursement Resolution

PRESENTATIONS

- A. Black History Month Proclamation

Sandvik introduced the Black History Month Proclamation and noted the theme for this year is "African Americans and Labor."

Member Parisian acknowledged and wished all a meaningful Black History Month and appreciated the city's efforts to uphold this Proclamation. She encouraged people to continue to educate themselves on Black History and noted there are many ways to connect with their community.

Mayor Sutton encouraged people to also educate themselves on Black History and why it's important.

Member Wagner noted the theme of Black History Month and recognized a labor organizer named Isaac Myers, who was a pioneering black labor leader. He wished all a Happy Black History Month.

Member Blackledge noted Black History is American History, and he is excited that Robbinsdale is intentional about recognizing that. He also encouraged people to continue educating themselves in Black History.

B. Parks and Recreation Department Annual Report and Parks Master Plan Presentation

Bazyk presented the item, noting he would be providing an overview of the Recreation Department's Annual Report, and presenting the Parks Master Plan. He noted several focus areas in 2024 including grants awarded in 2024, programs and partnerships, annual events, park updates, and indicated 2025 recreation program goals.

Member Wagner asked about the increase in registration from 2023 to 2024 and what types of programs people are registering for. Bazyk stated most of those have been in youth sports programs, but noted there was also an increase in leagues, and enrichment programs are continuing to increase. Wagner asked if the grant helped increase league registration. Bazyk stated he believed so but also noted increased communication and community engagement has helped improve involvement. Member Wagner also called out the fitness park and encouraged others to look into it.

Member Parisian highlighted several areas that she was excited about, including increased grant/funding, high school student involvement, and the distribution of events across parks. She also pointed out the increase in girls' and women's sports engagement and noted she would love to see messaging on how our programs can be welcoming to non-binary people.

Member Blackledge noted his time on the Park, Recreation, and Forestry Commission and how they had discussed the things that have now come to fruition. He stated his appreciation to Bazyk and his team for elevating the recreation programs in Robbinsdale.

Mayor Sutton thanked Bazyk for his work, and the work of his team. He asked about the in-house youth programs and what an example of that could look like. Bazyk stated they are hoping to offer an eight-week program of 45-minute sessions and are hoping to keep costs around \$60 per session. He noted they are also hoping this promotes job opportunities for community high school students.

Parks Master Plan Presentation.

Bazyk highlighted details of the plan, noting the timeline, SWOT analysis, community engagement/involvement, final Sanborn Park Plan, and top 2025 priorities.

Mayor Sutton asked about the intention of the building at Sanborn Park. Bazyk stated it would have a similar footprint to the building that is currently there but would have office space so it could remain open throughout the day as well as programming space for all seasons.

Member Parisian highlighted the great work happening throughout this project and is excited to see the overall vision of city parks, the collaboration, and the increased connectivity.

Member Blackledge echoed Member Parisian's comments and noted his excitement about the Parks Master Plan and Sanborn Park. He thanked Bazyk and his staff for their work.

Sandvik reiterated staff's appreciation to the Council, noting their support is instrumental. He noted that Sanborn Park would be done in coordination with utility projects happening in the area and that staff would continue to communicate changes happening on this project and throughout the city.

PUBLIC HEARINGS

- A. None

OLD BUSINESS

- A. None

NEW BUSINESS

- A. 3883 W Broadway - Rezone from Residential (RB) Business District to Limited Commercial (B2) Business District

Sandvik provided an overview of the item and detailed the history of the parcel and surrounding parcels, zoning needs and requirements, and the intended purpose of the parcel. He stated a public hearing had been held at the Planning Commission at which no member of the public spoke, and no written comments have been submitted. He also noted this would require 4/5 approval from the Council.

Member Wagner asked what the different requirements for the updated zoning. Sandvik noted parking requirements, inspections of the previously non-commercial space, and noted standards for the B2 zoning code have been met.

Member Parisian asked about considerations of large-volume trucks and if there would be an increase in those. Sandvik stated he didn't have exact numbers on that data, but stated the parcel being on the corner does provide some advantages in space needs and noted the potential occupant didn't have concerns. Parisian asked if TIF would be used. Sandvik stated no TIF was discussed and that wouldn't be used.

Member Wagner asked about existing structures and what the difference between redevelopment and renovation would be. Sandvik stated redevelopment would be a full teardown and more substantial, noting this footprint would not be changing.

Sandvik noted a public hearing took place at the Planning Commission and approval was recommended.

Member Parisian MOVED, seconded by Wagner to adopt Resolution No. 8143 "A RESOLUTION REZONING 3883 WEST BROADWAY FROM RESIDENTIAL BUSINESS (RB) TO LIMITED COMMUNITY BUSINESS (B2)." The vote was unanimous and the motion carried.

OTHER BUSINESS

- A. Voucher Requests Pending Approval for Disbursement

Member Parisian MOVED, seconded by Wagner to approve disbursement requests for the period ending 2/4/2025. The vote was unanimous and the motion carried.

ADMINISTRATIVE REPORTS

Sandvik noted the Fire and Ice event is taking place this Friday and starts at 6:00 p.m. at Sanborn Park. Sandvik noted the transition to the new Waste Hauler, Republic Services and stated there is an FAQ page on the city website and mailers will also be going out to all. He encouraged people to reach out with any questions. Community garden plots are currently open, and the Home Energy Squad Visits are now open, and the portal is up online. He stated the new website has gone live and encouraged folks to let city staff know if they see anything concerning.

COUNCIL GENERAL COMMUNICATIONS

Member Blackledge encouraged folks to explore the community programs available to them. He thanked former Council member Sheila Webb for her contributions to Robbinsdale, specifically around Black History.

Member Wagner echoed those sentiments and wished all a Happy Black History Month.

Member Parisian wished all a Happy Black History Month.

Mayor Sutton also wished all a Happy Black History Month and noted he is glad to be part of this Council.

ADJOURNMENT

Member Blackledge MOVED, seconded by Parisian to adjourn the meeting at 8:10 p.m. The vote was unanimous and the motion carried.

Chase Peterson-Etem, City Clerk

Bradley Sutton, Mayor

MINUTES

CITY COUNCIL MEETING CALLED TO ORDER

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

ROLL CALL

Present: Blackledge, Greenberg, Parisian, Wagner, Mayor Sutton

Absent:

Staff: Tim Sandvik, City Manager; Chase Peterson-Etem, City Clerk; Kayla Kirtz, Sustainability Coordinator; Matt Bazyk, Recreation Services Manager; Richard McCoy, Public Works Director/City Engineer

MICROPHONE CHECK

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

Jonathan Hansen, 3927 Noble Ave. N., Noble Ave. N., recognized Black History Month and asked the city to promote racial justice every month.

Miles Toth, 4318 West Broadway, mentioned the new water tower lights and noted members of their neighborhood also affected by the lights are in attendance. He noted their commitment to staying and raising their families in Robbinsdale and asked the Council to listen to their constituents and turn off the lights.

APPROVAL OF THE FEBRUARY 18, 2025 MEETING AGENDA

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

Member Wagner MOVED, seconded by Parisian to approve the February 18, 2025, agenda. The vote was unanimous and the motion carried.

CONSENT AGENDA

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

- A. Approve City Council meeting minutes from October 15, 2024
- B. Approve City Council meeting minutes from November 6, 2024
- C. Approve City Council meeting minutes from November 19, 2024
- D. MPCA Stormwater Resilience Implementation Grant
- E. Approve entering into an agreement with TimeSavers for taking City Council Meeting Minutes
- F. Quarterly Financial Information for General, Water, Sanitary Sewer, Storm Sewer, and Solid Waste

G. Approval of Licenses

H. Accept quote for purchase BS&A cloud version – City project # 8217

I. Approval of Credit Card Charges and Payment

PRESENTATIONS

A. Annual Sustainability Update

Kirtz presented the item and provided details on the work that has been happening over the last year, including programs, capital projects, and engagement.

Member Parisian thanked Kirtz for all her work and noted how impressive it has been. Parisian asked if there would be plans to host a future Green Corp member in the coming year. Kirtz mentioned the application to host a Green Corp member is currently open and staff can explore that option if that is the direction of the Council. Parisian noted she would support another Green Corp member. She continued that it was great to see how grants were pursued and is excited to see that there will be a continued focus on grant funding for sustainability work, including the federal tax credits. Lastly, she commended staff for starting the residential Sustainability Committee and has seen and heard that it has been successful.

Member Greenberg thanked Kirtz for the presentation. He noted the change in administration at the Federal level and asked if there was concern about funding sources related to sustainability. Kirtz noted that it has been discussed among her peers in other cities, but noted the tax benefits are written into law, so those should be safe for our funding. She continued that programs relating to federal grant programs are uncertain at this point. Member Greenberg asked if some of the data that was presented tonight could be shown in a more simple way for residents to understand how much energy and water is being saved.

Member Wagner noted the addition of the Sustainability Coordinator position last year and that the work Kirtz has done has exceeded his expectations. He thanked her for all her work this past year and stated her work doesn't just save the city money but helps save the environment. He also noted the accessibility of transit routes, bike routes, and access to fresh food and vegetables. He asked about the solar garden program and if that was similar to the program residents can sign up for. Kirtz noted yes, they are similar programs and that residents could also sign up to get their electricity from a solar garden.

Member Blackledge thanked Kirtz for her work and is excited to see the continued focus on sustainability. He also acknowledges the collaboration between her and other cities.

Mayor Sutton stated how impressive the work has been and noted he would love to see data on the percentage of goals that have been met. He also commented on the payback time for the solar arrays, noting the quick return.

PUBLIC HEARINGS

A. None

OLD BUSINESS

A. Parks Master Plan Adoption

Sandvik provided a brief overview, noting the history and planning of the process and that the Council saw a draft of this at the last meeting. He noted this effort has been collaborative and included staff, the commissions, and community feedback. He thanked the Council for support on this noting the amount of time and work from

both staff and the Council.

Member Wagner thanked the community for their input and stated this can be adjusted going forward but lays down great roots.

Member Parisian MOVED, seconded by Blackledge to Adopt the Parks Master Plan in its current form. The vote was unanimous and the motion carried.

B. Consider a Closed Session to Discuss the Purchase of Real Property

Sandvik noted that staff is asking the Council to move into a closed session pursuant to MN State Statute 13D.05 sub 3(c)(3) to discuss the purchase of real property, 3400 Oakdale Ave. N.

Member Wagner MOVED, seconded by Greenberg to move into a closed session pursuant to MN State Statute 13D.05 sub 3(c)(3) to discuss the purchase of real property, 3400 Oakdale Ave. N., at 7:56 p.m. The vote was unanimous and the motion carried.

The Council reconvened at 8:30 p.m.

Member Wagner MOVED, seconded by Parisian to adopt Resolution No. 8144 "RESOLUTION AUTHORIZING ACQUISITION AND EMINENT DOMAIN PROCEEDINGS TO ACQUIRE CERTAIN REAL PROPERTY." The vote was unanimous and the motion carried.

NEW BUSINESS

A. Resolution allowing the use of electronic signatures

Peterson-Etem provided an overview of the item, noting the benefits of using electronic signatures and stated the Minnesota Uniform Electronic Transactions Act provides the legal framework for electronic signatures and recognizes their validity and enforceability. He described the implementation process and stated electronic signatures would only be used for a limited number of documents to start but could be expanded later.

Member Wagnern asked if this would be for staff or Council documents. Peterson-Etem noted it would mostly be for Council documents, but other items could be sent via electronic signature too. He noted the hope would be for electronic signatures to be used for all documents throughout the city.

Member Greenberg MOVED, seconded by Blackledge to adopt Resolution No. 8145 "A RESOLUTION ADOPTING THE USE OF ELECTRONIC SIGNATURES." The vote was unanimous and the motion carried.

OTHER BUSINESS

A. Voucher Requests Pending Approval for Disbursement

Member Wagner MOVED, seconded by Greenberg to approve disbursement requests for the period ending 2/18/2025. The vote was unanimous and the motion carried.

B. Schedule 2025 Goals and Top Priorities Session

Sandvik noted this is something that has been discussed, but the Council is being asked to formally schedule the 2025 Top Goals and Priorities session.

Member Parisian MOVED, seconded by Blackledge to schedule 2025 Goals and Top Priorities Session for February 24, 2025, at 4:00 p.m. The vote was unanimous and the motion carried.

C. Schedule a Special Work Session to review Water Tower 1 Lighting

Sandvik suggested scheduling the Water Tower 1 Lighting meeting after the February 24 Top Goals and

Priorities meeting, since it will be dark, and the Council will already be committed to that night.

The Council discussed options.

Member Blackledge MOVED, seconded by Wagner to schedule the Water Tower 1 Lighting Work Session for Monday, February 24, 2025, at 8:15 p.m. The vote was unanimous and the motion carried.

ADMINISTRATIVE REPORTS

Peterson-Etem noted updates about the Solid Waste Hauler transition, noting some upcoming communications and encouraged people to visit the city website for the most up-to-date information.

Sandvik stated the city is currently hiring a few position and those can be found on the website. He noted community garden plot applications are now being accepted. He shared that the city has been promoting a variety of events to recognize Black History Month in the community and encouraged folks to check them out. He noted the water efficiency rebate program is open, as well as the Home Energy Squad Visits.

COUNCIL GENERAL COMMUNICATIONS

Member Wagner thanked the Public Works department for their work clearing the snow. He also thanked residents for showing up and participating in the engagement process. He also noted his support for the Council minutes to be contracted out and also recognized the MPCA grant, noting his excitement.

Member Blackledge thanked the residents for their commitment and involvement and thanked the staff.

Member Parisian noted she is looking forward to the Goal Setting Session and those sessions have been very productive in past years.

Member Greenberg recognized Salon Halo, noting they are collecting prom dresses for donation.

Mayor Sutton also mentioned snow removal, noting the city is not looking to ticket or tow and encouraged people to remove their vehicles for a safe and efficient snow operation.

ADJOURNMENT

Member Parisian MOVED, seconded by Greenberg to adjourn the meeting at 8:48 p.m. The vote was unanimous and the motion carried.

Chase Peterson-Etem, City Clerk

Bradley Sutton, Mayor

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 Greenberg, Member Blackledge, Mayor Sutton, Member Parisian, Mayor Pro Tem Wagner

Absent: None

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

DISCUSSION

A. Discussion on Retail Cannabis Ordinance Creation

Rand recalled that in May of 2023, Governor Walz signed legislation that allows adult-use cannabis in the state of Minnesota, and that the state has been creating an Office of Cannabis Management (OCM). She explained that the OCM has been created, and their set of rules are expected to be adopted around the end of March, with licenses potentially being issued in May or June. Rand emphasized that OCM has control of licensing and enforcement, but that there are a few decisions that the City will need to make.

Rand shared that the City is able to establish three things: zoning and land use rules for cannabis businesses, the maximum hours of operation, and buffers within a certain distance from youth-oriented facilities. She shared that City staff will bring proposed ordinance updates to the Planning Commission on February 20, and to the City Council for 1st and 2nd ordinance readings on March 4 and March 18 respectively.

Rand shared that staff are of the mindset to treat cannabis in a similar manner to tobacco and liquor businesses. City staff recommended that cannabis retailers be zoned in the downtown districts (DD1, DD2) and limited community business districts (B2, B3, and B4). She shared that she would appreciate Council's input on whether they would like to establish a maximum number of dispensaries in Robbinsdale, since Robbinsdale must allow for two based on population.

Rand shared a map showing a 1000-foot buffer zone from cannabis sellers to youth-oriented establishments and explained that a 1000-foot buffer would limit any cannabis development downtown. Rand shared that her recommendation is to decrease the buffer zone down to 300 feet and limit the facility type to only schools to allow for more development opportunities. Rand explained that Council could delegate the registration of Cannabis businesses to the County, but that the Police Chief recommends that the City retain the authority to manage registrations.

Member Greenberg asked about economic benefits for Robbinsdale if the City does not create a municipal cannabis store. Rand shared that the primary economic benefit would be the new businesses attracting people from elsewhere to Robbinsdale. Sandvik shared that the City could have a municipal store, but that it would not count towards the two businesses that the City needs to allow.

Mayor Pro Tem Wagner expressed that he likes the idea of treating Cannabis retailers similarly to tobacco and liquor retailers, and he asked about the buffer zones and the maximum number of retailers we have set for

those groups. Sandvik shared that liquor stores are not allowed within 100 ft of a school or church in City Code.

Member Parisian shared that she would like to start by not limiting the number of cannabis businesses allowed and then adjust as needed going forward. She shared that she supports the proposed 300-foot buffer zone and a wider range of hours of operation.

Member Greenberg disagreed and expressed that he wants to start by limiting the number of cannabis businesses allowed, since he would like to hear more from the state first. Mayor Pro Tem Wagner expressed support for not limiting the number of cannabis businesses allowed, since he does not want to be in a situation where the City favors one private store owner over another. He added that he also supports 300-ft buffer zones and a wider range of hours of operation.

Mayor Sutton expressed concern about being lenient on hours of operation, since it would be difficult to cut those hours down once they are set. He shared the idea that the City could set hours based upon the liquor store's hours. He expressed that he is in favor of limiting the number of cannabis stores allowed in town to two, since more than two would be a high number of dispensaries for Robbinsdale.

Member Parisian circled back to supporting no limit on the number of cannabis businesses allowed, and shared that she would not want to restrict development opportunities for vacant storefronts by setting a limit. Member Blackledge asked how many current open spaces there would be for cannabis businesses based on zoning and the current status of Robbinsdale properties. Rand shared that there is currently very limited space, but that staff could put together a list of potential sites.

Member Blackledge expressed support for not limiting the number of allowed cannabis businesses since it would give the City more flexibility as more rules from the State are shared. Member Greenberg expressed concern that many stores would come to Robbinsdale if our neighboring communities limit the number of cannabis stores that they will allow. Mayor Sutton agreed. Mayor Pro Tem Wagner shared concern about limiting the number of cannabis businesses since that would favor well-financed and informed businesses without giving opportunities to others.

Rand shared that City staff will draft ordinance changes for a Public Hearing for the Planning Commission meeting on February 20. Sandvik confirmed that City staff will draw up some zoning maps with a more limited buffer, continue to work with the State on licensing limits, plan to set hours of operation similar to hours at the Municipal Liquor Store, and continue to work with partners to propose fees for registration and violations.

B. Council Assignments - 2025

Sandvik explained that each year, it is necessary to appoint a Mayor Pro Tem and appoint council members to a variety of legislative bodies. He emphasized that the most important role to establish is the Mayor Pro Tem, since that member will lead the Work Session and step in if the Mayor is ever absent. Sandvik walked through other opportunities for Council which include the League of Minnesota Cities (LMC), National League of Cities (NLC), Metro Cities, School District 281 Government Advisory Council, Suburban Rate Authority, NW Suburbs Cable Communications Commission, CCX Media Board of Directors, and the Corridor Management Committee (CMC).

Sandvik noted that William Blonigan, Robbinsdale resident and former Mayor, is chair of the Board of the NW Suburbs Cable Communications Commission, and Sandvik recommended that Blonigan continue serving on that commission. Sandvik shared that he is the treasurer of the CCX Media Board of Directors and that there is an opportunity for an additional Councilmember to join.

Mayor Pro Tem Wagner supported keeping former Mayor Blonigan as the civilian member of the NW

Suburbs Cable Communications Commission and expressed that he would like to remain on the commission as well. Member Parisian shared that she is interested in the League of MN Cities and the National League of Cities. Mayor Pro Tem Wagner shared that he would like to stay on the Corridor Management Committee as well. Member Blackledge shared interest in the League of MN Cities and the School District. Member Greenberg expressed interest in Metro Cities and National League of Cities. Mayor Sutton shared that he would be a CMC alternate and wants to look over the list more before deciding.

Mayor Pro Tem Wagner shared that he would be happy to pass on the role of Mayor Pro Tem to another Councilmember. Member Parisian asked if Member Blackledge would be interested in being Mayor Pro Tem. Member Blackledge confirmed that he is willing to take on the role.

C. 2025 Commission(s) Make-up

Sandvik explained that all City commissioner terms are currently up. He shared that City staff liaisons reached out to all commission members on the Senior, Planning, Human Rights (HRC), and Parks, Recreation, and Forestry (PRFC) Commissions to gauge interest in returning to their commissions for another term. He noted that the Charter Commission would not be discussed at this meeting. He clarified that Commission members are appointed by the Mayor with the advice and consent of the Council.

Sandvik shared the names of those who are returning to the Planning Commission, PRFC, and the HRC. He shared that there is one opening on the Planning Commission for an At-Large member, and he thanked Julie Ralston Aoki for her years of service. He stated that the PRFC will be recruiting members from both Ward 1 and Ward 4 going forward. Mayor Sutton shared that Robbinsdale resident, David Ulbrich, is interested in serving as the at-large member of the Planning Commission.

Mayor Sutton expressed concerns about a member of the Human Rights Commission seeking reappointment due to meeting disruption and social media interactions. Member Parisian asked if the social media policy had been directly violated and asked Council to make an objective decision. Sandvik shared that Council oversees the commissions, so it is fully up to the Council to determine if a commissioner should not be reappointed. Mayor Pro Tem Wagner expressed that he would remain objective and trust the Mayor's judgment for what he thinks is best for the HRC. Mayor Sutton asked if he would have the option to reappoint the member in question at any time since there are vacancies on the HRC, and staff confirmed.

Mayor Sutton stated that he wants to temporarily hold off on the individual's reappointment and potentially reappoint them in the future after having more conversations. Sandvik added that staff liaisons have shared out information on social media and general expectations with their commission members.

Sandvik shared that the list of commissioners, minus the individual on the HRC that was discussed, will be brought to Council next week for reappointment. He also informed Council that staff will start to solicit to fill openings on various commissions.

D. 2025 Legislative Priorities

Sandvik explained that early each year, the City of Robbinsdale likes to establish some key legislative priorities.

Sandvik discussed rental license requirements for group homes, and explained that cities can no longer establish their own rental licenses. He emphasized that staff do not agree with this decision, since City staff are the most immediate contact for folks in group homes who may need help. He summarized that the City is urging for reconsideration of recent legislation that removed licensing authority from cities.

Sandvik shared information on Local Government Aid (LGA) and how funds are decided based on a formula that considers total housing units, commercial industrial utility percentage, pre-1940 housing units, tax effort rate, and unmet need. He explained that Robbinsdale will continue to support current formulas for both LGA

and Fiscal Disparities.

Sandvik touched on Light Rail Transit and mentioned that the City is asking for broad support in relation to the project.

Sandvik discussed the issue of public safety, and shared that the legislature established some direct funding for public safety a few years ago. Sandvik explained that as we continue to ask Police and Fire for more, the City is asking legislators to consider more funding at the local level.

Sandvik shared information on housing and expressed that removing jurisdictional authority on zoning housing complexes like triplexes does not work for Robbinsdale. He emphasized that the City supports their efforts around housing in terms of sustainability, higher density housing, and more, but that the State should incentivize those good things and keep local authority in place.

Sandvik discussed a local sales tax option. He shared that the wear and tear that visitors have on our town should be able to be addressed by adding a local sales tax option. He emphasized that if the legislature moves forward, then the City is hoping that they will include Public Works facilities.

Sandvik shared the City's opinion on franchising broadband internet service providers. He explained that as a society, we now recognize internet access as a requirement for life, and that Broadband Franchising would make broadband more accessible to everyone. He shared that the City supports the use of franchise fees on broadband, since there is declining funding from PEG fees as more people switch to internet-based streaming instead of cable.

Sandvik shared that the Department of Health recently came out with regulations on PFAS. He emphasized that if PFAS standards are required, then the City will ask that those standards come with some kind of funding.

E. Council Meeting Schedule

Sandvik shared guidelines from the League of Minnesota Cities for establishing remote options for City Council meetings. He explained that in order for Councilmembers to attend meetings virtually, they would have to establish a policy. Mayor Sutton shared that he has moved to a new job since running for Mayor, and that he will need to periodically travel and miss some City Council meetings. He advocated for establishing a policy for setting up remote meetings for Councilmembers.

Mayor Sutton shared that one of the rules requires Councilmembers to meet in a public place when taking virtual meetings, instead of a private area. Rand added that the City would have to post the address to the public place online as well.

Mayor Pro Tem Wagner expressed support for creating a remote policy if it is used as sparingly as possible. Member Greenberg agreed. Mayor Pro Tem Wagner asked if the City has the capability to get Council set up with all the appropriate technology for meetings, and Sandvik confirmed. Member Parisian and Member Blackledge also expressed support for creating a policy.

Member Parisian asked if there are any limitations to traveling outside the country and taking a meeting virtually. Sandvik stated that he will need to investigate that question, but that he would have concerns with getting a secure internet connection.

Member Greenberg asked if Council would ever consider options for residents to virtually attend meetings as well. Sandvik shared that some cities do this allow public participation remotely, but that they limit remote

participation to events like public hearings. Mayor Pro Tem Wagner provided the viewpoint that there are other ways to share feedback with Council not in person, such as email and phone, so remote meeting participation may not be necessary. Staff agreed to move forward with creating a policy and looking into all options.

F. First-ever Native Plant Kit Sale through Minnesota Native Landscape's (MNL) Community Habitat Partnership Program

Sandvik explained that there is a new program being proposed by the City Forester that is similar to the Tree Sale. He shared that a native plant sale supports many of the sustainability goals of the City and that the kits are made specifically for the needs of Robbinsdale. He stated that there are a variety of plant mixes that folks can buy for different kinds of landscapes and plots.

The Council expressed excitement about the idea.

STAFF UPDATES

Sandvik shared updates on the Shoreline Dr construction project and explained that the intention is to bring the feasibility study to Council in February.

Sandvik stated that the Multicultural Advisory Committee (MAC) put together an event with the HRC in recognition of MLK DAY that will be hosted at Elim Lutheran Church. He shared that an Ice Fishing for Kids event is happening at Crystal Lake next Monday, and Fire & Ice is coming up in the first week of February.

Sandvik shared that staff continue to work on the implementation of the new waste hauler.

Leen shared that a redesign of the City website will launch on Thursday, January 16. She explained that the new website will be easier to navigate, and will feature language translation, accessibility, chatbot, news, and calendar tools. She shared that the new primary website domain will be www.robbednsdalemn.gov, but that www.robbednsdalemn.com will still redirect residents to the correct website too.

Sandvik explained that the Parks Master Plan is nearing completion, and that Matt Bazyk will bring the final plan to Council in February.

COUNCIL UPDATES

Mayor Sutton asked for an update on the water tower lighting. Sandvik shared that as soon as there is more information, he will bring it back to Council. He noted that the lights will toggle on and off over the next few weeks as staff learn the new controls.

Member Greenberg shared that he is planning to attend the MLK event at Elim Lutheran Church.

ADJOURNMENT

Mayor Pro Tem Wagner adjourned the meeting at 10:05 PM.

Rachel Leen, Communications Coordinator

Aaron Wagner, Mayor Pro Tem

MINUTES

CITY COUNCIL WORK SESSION CALLED TO ORDER

Mayor Pro Tem Blackledge called the meeting to order at 8:29 PM.

ROLL CALL

Present: Mayor Sutton, Member Greenberg, Member Parisian, Member Wagner, Mayor Pro Tem Blackledge

Absent: None

Staff: Tim Sandvik, City Manager; Heather Rand, Community Development Director; Richard McCoy, City Engineer/Public Works Director; Rachel Leen, Communications Coordinator

DISCUSSION

A. Discussion on Business Retention & Expansion in City of Robbinsdale

Rand shared that many cities have business retention and expansion programs, which are intentional programs for City staff to engage with businesses. She explained that the program would consist of annual visits to businesses to discuss their needs, concerns, wants, and future plans. She emphasized the need to build connections with Robbinsdale's businesses in a more structured way, and that these businesses need to hear that the City is here for them. She shared that she would love to bring members of Council along to some of these business intervention visits too.

Member Greenberg supported the idea and expressed that he would be happy to go along on visits. Mayor Sutton and Mayor Pro Tem Blackledge echoed the sentiment. Member Parisian shared that she is open to attending meetings too, and wondered if we should ask the Chamber of Commerce for feedback on the idea. Rand confirmed that she has been engaged with the Chamber.

Member Wagner asked about measurable action items from this program. Rand responded that she would recommend keeping check-ins very informal in the beginning so that business representatives feel comfortable, since these check-ins are primarily for relationship building. Member Wagner asked if the Chamber of Commerce would ever be able or willing to come to a City Council meeting, and Sandvik shared that they would likely be interested this spring or summer.

Rand concluded by discussing how Robbinsdale does not have many available business storefronts, but she emphasized that she always wants to hear ideas about what businesses are needed in the community. Mayor Pro Tem Blackledge shared that he has heard a desire for a space where young people can hang out. Member Wagner added that he would like to reexamine how we use our residential zoning code in order to place more corner cafés or small businesses in residential neighborhoods. Mayor Sutton shared that many folks generally seem to be looking for more third spaces and places to gather within the community.

B. Water Tower 2 - Discussion of Need

McCoy shared that Water Tower 2 is the final link in the puzzle to finalize the new water infrastructure projects. McCoy explained that the water demand in the City is 1,000,000 gallons of water a day, but that demand peaks in the summer at over 2,000,000 gallons, and the City must have the capacity to handle demand. He shared that redundancy is important since the inside of towers have to be repainted every 20 years, so is it helpful to be able to take a tower offline if needed. He stated that the City wants to have two towers at both ends of the City in case of a fire event. He explained a second Water Tower would also provide more constant

water pressure and volume all over town, as well as help operations at the Water Treatment Plant. McCoy updated Council that he has looked at multiple sites for Water Tower 2 and has outlined pros and cons of each of the sites.

McCoy shared that Site 1 is the existing site for the water tower, but it is difficult due to various constraints. He described how Site 2 is the old water treatment plant site and currently owned by the City. He explained that the width of the site is fairly narrow, so the bowl size would line up with property lines and cast shadows over a few properties. He explained that Site 3 is flat and open and would be the best site location for several reasons. He emphasized that it is not owned by the City. He shared that Site 4 would have to be demolished, and that Sites 4 and 5 are generally undesirable since they are in the helicopter route to the hospital. He emphasized concerns about light rail's impact on the helicopter route, so he doesn't want to add to those concerns. He added that Site 5 is a small site and would have similar constraint programs to Site 2. McCoy concluded that staff recommend Site 3. He expressed that he wants to gauge Council's opinions on the site, and if Council agrees with staff, then a proposal would be discussed in closed session at a future Council meeting.

Member Wagner asked what will happen to the current structure on Site 1 if the City goes with another site. McCoy shared that the existing tower would remain until the new tower is built, and then the antennas would be brought over to the new tower. Member Wagner agreed that he likes Site 3, but that he is also open to exploring Site 2 since the City owns it.

Mayor Sutton expressed support for Site 3 and asked if this infrastructure improvement would impact utility billing. Sandvik shared that this project has been in the works for a long time, and that there are plans in place for funding. Mayor Sutton asked what would happen if the City did not build another tower. McCoy answered that it would be problematic, since it would lead to some strains and increased costs at the Water Treatment Plant. Member Wagner added that bringing North Memorial onto the water system is another major reason to build this tower due to the added demand.

Member Parisian asked if there are any benefits or drawbacks with any of the sites regarding sustainability. McCoy shared that most of the sites are similar in terms of sustainability, and that a newer tower requires less maintenance, which is helpful for sustainability. He shared that runoff protections and landscaping could be added to the selected site, and that construction of the new tower will take sustainability considerations into account.

McCoy concluded that he will bring a formal report on proceeding with Site 3 to Council at an upcoming meeting.

C. Water Tower 1 - Lighting Discussion

McCoy explained that the new water tower on West Broadway is now operational, and that one of its design features is lights. He clarified that there are two sets of lights, with white lights for the bowl and colored lights for the column. He explained that when the lights were first put in, they were very bright and staff did not have any controls over them. He discussed how staff shut the lights off in order to get better controls to operate the lights more intentionally. He explained that staff can now control when lights come on and off, as well as the brightness of the lights. McCoy shared that he is seeking Council's opinion on a lighting schedule to follow. McCoy added that the residents who live in the area have submitted a petition to keep the lights permanently and fully off.

Sandvik clarified that staff would like Council to put together a policy to approve specifically how and when the lights are on and off. He continued that from staff's perspective, the lighting of the tower brings a value in welcoming folks to the City, but that it must be balanced with the lighting impacts on resident's homes nearby.

Mayor Sutton expressed that he would be fine with the lights staying off and chalking it up to a loss. Member

Wagner shared that his lighting preference would be to meet FFA requirements with the small light on the top, and nothing more. Member Greenberg shared that he is generally in agreement and wondered if there was a way to recoup the cost of the lights, or if the lights could be turned on only for certain holidays or special events. Member Parisian considered that there would need to be seasonal lighting adjustments for the tower being lit at night when taking the sunset time into account. She shared that she would like to hear more about how dim the lights can be set.

A Robbinsdale resident, Miles, shared that the lights are hard on their neighborhood and that they would like to see the lights stay off. He expressed that it has decreased property values significantly. Another resident, Brian, shared his opinion that there is no reason for bright lights to be on the water tower at all, and that he does not want colored lights even for holidays or special occasions,

Mayor Pro Tem Blackledge expressed that lighting the tower on special occasions would be really nice, but that he does not support the bright white lights being turned back on. He shared that he is interested in looking into dimming the lights.

Sandvik proposed holding a demonstration for Council and residents to see the dimmed lights in action before making a firm decision. McCoy agreed to hold a demonstration and argued that having the lights on at 25% would be reasonable. Miles expressed that if those lights are turned on for a demonstration, then he would like people to see what it looks like from the direct backyards as well. Member Greenberg agreed and shared that he loved the lights from afar until he realized the impact that they were having on the neighborhood below the tower.

Mayor Sutton stated that he would like to generally discuss lighting in the City on a higher level in the future. Member Wagner agreed since he is very wary of having additional light pollution in the City in any capacity.

The Council agreed to see a demonstration of the lights and their capabilities before making a final decision.

D. Shoreline, Chowen, Drew, Sanborn Construction Updates

McCoy explained that paper plans for Shoreline Dr and Chowen Ave are hung on the wall along with the Sanborn Park proposal from the Parks Master Plan at tonight's meeting.

McCoy discussed how there are three projects in the area - the streets project, the parks project, and the stormwater infrastructure project going through the middle of Sanborn Park. He emphasized that it is difficult to tie all these projects together and work out the timing of which comes first. Therefore, McCoy shared that the Shoreline project likely will not start this year due to coordination difficulties. He explained that staff are applying for grant funding for the stormwater project in Sanborn, and that they will not be able to start until at least May or June of this year. He emphasized that a street project cannot be started after that.

Sandvik shared that much of the planning and preparation work could still be done this year, such as removing the park building and playground while staff work on coordinating the larger projects in upcoming years.

Member Greenberg asked if the Shoreline project will potentially be moved to 2026-2027. McCoy shared that the stormwater infrastructure will have to get done before anything else can happen, so staff are waiting to see what happens there. He explained that the stormwater pipeline must go in before the parking lot, which then impacts the street project. McCoy confirmed that the stormwater pipe might be able to happen this year, depending on the grant. Mayor Pro Tem Blackledge agreed that people are primarily excited about starting work on Sanborn Park, so they might not be upset about delaying the streets project another year.

Member Parisian asked about the communications plan for letting folks know about these project delays. McCoy shared that residents directly neighboring the park will be notified. Staff and Council discussed hosting

another potential information session down the line to inform residents on the updated timeline and plans.

McCoy shared that Engineering staff will potentially focus on projects like York Avenue and other work that they can get done this year instead.

STAFF UPDATES

Sandvik shared that the All-Staff Lunch is scheduled for April 24, 2025. He emphasized that it is nice when elected officials can attend and offer a quick word of thanks.

Sandvik updated Council on the recent snow event. He shared that the Police Department issued 191 citations, which are down from previous years, where 300 tickets are usually issued.

A. Staff Progress Update on the work of the Blue Line Extension (BLE) Anti-displacement Community Prosperity Program Board (ACPPB)

Rand shared an update on the BLE and ACPPB Board. She explained that there are 25 people on the board who have been meeting since summer, after the legislature allocated 10 million dollars to anti-displacement efforts as they relate to the blue line. She shared that the board mainly focuses on what needs to be delivered to the legislature by January, as well as discuss how the 10 million dollars can best meet the needs of those who will be displaced.

Rand shared that the composition of the board will change in the future, and that the board is primarily composed of Minneapolis community members who will be impacted. She discussed how the board created a selection committee which has strong Minneapolis representation, but that Robbinsdale is being represented by a resident, who has plans to leave in the upcoming months. Rand expressed that the group might request that the matching requirement for the funds be taken away, since it would be quite a challenge. Rand shared that she views the City's role as understanding how these funds can assist our residents and businesses.

Sandvik thanked Member Parisian for lobbying the legislature to support these funds as well.

Mayor Sutton asked for clarification on whether Robbinsdale residents, or the City, will have to pay for the matching funds. Sandvik shared that in other cities, community organizations have come together to match funds, so he is not worried about the dollars being matched.

Mayor Pro Tem Blackledge asked how the funds will be allocated proportionately and equitably, and Rand shared that those discussions are still ongoing. She emphasized that strong emotions are involved, and proportional discussions have not come yet. Member Greenberg emphasized that Robbinsdale's voice must be heard in these discussions.

B. Remote Meeting Attendance Policy - Updates

Sandvik reminded Council that the conversation about remote meetings started back in January due to the possibility of Councilmembers being absent from future meetings. Sandvik explained that there are four elements that must be addressed in a remote policy: notice, accessibility, regular meeting location, and ability to be seen and heard. He elaborated that there must be notice given in advance when a Councilmember plans to take a meeting remotely, meetings must be taken in a publicly accessible place, one member of the body must be present at the regular location, and all Councilmembers must be able to be seen and heard regardless of location. He explained that staff does not support the idea of residents attending remotely since there are other remote ways for residents to engage with Council, whether it be email, phone, or more.

Sandvik shared that this policy is for those who are frequently missing meetings, and that it is okay for Councilmembers to miss a meeting occasionally without tuning in remotely. Sandvik also proposed discussing moving all Council and EDA meetings to take place on two Tuesdays a month instead of three. He shared that

this would lead to longer nights, but that it could be worth discussing in the future. He concluded that a remote policy could be ready for approval as early as March.

COUNCIL UPDATES

Member Greenberg shared that he went to a meeting at Lakeview Elementary School this week, and the school board announced that there are going to be some cuts made. He explained that Lakeview will be impacted by a cut to their IB program, which could have an impact on keeping Robbinsdale kids in the Robbinsdale district. He emphasized that Council should be aware of the change in case they receive any questions.

ADJOURNMENT

Mayor Pro Tem Blackledge adjourned the meeting at 10:23 PM.

Rachel Leen, Communications Coordinator

Aaron Wagner, Mayor Pro Tem

MINUTES

CITY COUNCIL WORK SESSION CALLED TO ORDER

Mayor Pro Tem Blackledge called the meeting to order at 4:00 p.m.

ROLL CALL

Present: Greenberg, Parisian, Wagner, Sutton, Mayor Pro Tem Blackledge
Absent: None
Staff: Tim Sandvik, City Manager; Chase Peterson-Etem, City Clerk; Kayla Kirtz, Sustainability Coordinator; Joanan Brookes, Human Resources Manager; Mike Powell, Assistant Fire Chief; Guy Dorhold, Fire Chief; Patrick Foley, Police Chief; Chad Stensrud, Captain; Heather Rand, Community Development Director; Diaa Tahoun, Finance Director; Richard McCoy, Public Works Director/City Engineer; Matt Bazyk, Recreation Services Manager

DISCUSSION

Staff and Council Members discussed top priorities and goals for 2025.

STAFF UPDATES

None.

COUNCIL UPDATES

None.

ADJOURNMENT

Mayor Pro Tem Blackledge adjourned the meeting at 8:00 p.m.

Rachel Leen, Communications Coordinator

Raymond Blackledge, Mayor Pro Tem

MINUTES

CITY COUNCIL WORK SESSION CALLED TO ORDER

Mayor Pro Tem Blackledge called the meeting to order at 8:15 p.m.

ROLL CALL

Present: Greenberg, Parisian, Wagner, Sutton, Mayor Pro Tem Blackledge
Absent: None
Staff: Tim Sandvik, City Manager; Richard McCoy, Public Works Director/City Engineer

DISCUSSION

A. Review and Discuss Water Tower 1 Lighting

Sandvik presented the item, noting that there have been several discussions about the lighting at this water tower. He noted tonight would be an opportunity for a demonstration of the lights.

McCoy provided a demonstration of the lighting options at Water Tower 1.

The Council and staff spoke with residents about the options and gathered feedback from the community.

STAFF UPDATES

None.

COUNCIL UPDATES

None.

ADJOURNMENT

Mayor Pro Tem Blackledge adjourned the meeting at 8:45 p.m.

Rachel Leen, Communications Coordinator

Raymond Blackledge, Mayor Pro Tem

MINUTES

ROLL CALL

Present: Greenberg, Hanelitz, Hansen, Hart, Heid, Lyng, Myers, Pendaz-Foster, Presler, Sande

Absent: None

Staff: Kayla Kirtz, Sustainability Coordinator; Richard McCoy, Public Works Director/City Engineer

CONSIDERATION OF MINUTES

A. November 20, 2024 Sustainability Committee Minutes

Presler motioned to approve the minutes of the November 20, 2024 Sustainability Committee Meeting and Hansen seconded. The meeting minutes were unanimously adopted.

NEW BUSINESS

A. A Conversation with Richard McCoy, Public Works Director/City Engineer

Kirtz and members of the Sustainability Committee provided McCoy with a variety of topics and questions in advance of the meeting. McCoy discussed those topics and questions with the group. Topics included:

- McCoy's role as the Public Works Director/City Engineer
- How this role intersects with the goals of the Sustainability Committee
- Water quality improvement efforts in the City
- PFAS in drinking water
- City environmental initiatives upcoming in 2025
- The 10-Year Capital Improvement Plan and its function
- Planning for bicycle and pedestrian infrastructure
- Organized waste collection
- Light rail transit
- Boulevard vegetation
- Street lighting
- Barriers to sustainability priorities
- How the Committee can support efforts of City staff

McCoy referenced the Public Works and Engineering organizational chart, Robbinsdale Sustainability Committee's Top Priorities document, and the 10 Year Capital Improvement Plan.

The Committee and McCoy discussed organizing a tour of the flocculation plant. McCoy suggested that the Committee could help City staff by planting a rain garden. Kirtz and McCoy noted that they would be in touch about planning future events for the Committee.

OLD BUSINESS

A. Top Priorities Action Plan

The Committee agreed to discuss organics recycling at the next meeting with the goal of demystifying organics recycling and making it more accessible to all residents. The Committee agreed they would send their ideas to Kirtz to prepare for the future discussion.

B. CCX Media - Organics Recycling

This topic of discussion was reserved for a future meeting.

INFORMATION ONLY

A. Roundtable Updates

None.

ADJOURNMENT

Kirtz adjourned the meeting at 8:09 p.m.

Kayla Kirtz, Sustainability Coordinator

Date



TO: Mayor and City Council
PREPARED BY: Heather Rand, Community Development Director
APPROVED BY: Tim Sandvik, City Manager
DATE: March 4, 2025
RE: Receive Planning Commission Meeting Minutes of January 16, 2025

Background:

The Robbinsdale Planning Commission approved the attached January 16, 2025, Meeting Minutes and present such to City Council.

Analysis:

Recommendation:

Recieve Planning Commission Minutes as presented.

Attachments:

1. January 16, 2025 Planning Commission Meeting Minutes

MINUTES

ROLL CALL

Present: Commissioner Allen, Commissioner Weinberg, Chair Harris
Absent: Commissioner Montemayor
Staff: Heather Rand, Community Development Director; Will Bucheger, Assistant Planner

CONSIDERATION OF MINUTES

A. November 21, 2024 Meeting Minutes

Commissioner Weinberg MOVED, seconded by Commissioner Allen to approve the November 21, 2024, Planning Commission meeting minutes. The vote was unanimous and the motion carried.

2025 MEETING DATES

A. 2025 Planning Commission Meeting Dates

Chair Harris spoke on the staff report discussing the potential meeting dates for Planning Commission meetings for the 2025 year.

Rand spoke that the revised date in June conflicts with another commission meeting and asked if they would like to push to another night.

Bucheger stated that he had a discussion with the City Clerk and that the night prior on June 25th, 2025, is available for the Planning Commission meeting.

Harris spoke that he has no issue switching the meeting to Wednesday June 25th, 2025. He then spoke that there was an error on the schedule and that the third Thursday in November is the 20th and not the 21st as it is shown.

Commissioner Weinberg MOVED, seconded by Commissioner Allen to approve the Planning Commission 2025 meeting dates with the alterations made by the Commission. The vote was unanimous and the motion carried.

Commissioner Allen spoke if they were going to elect officers at this meeting.

Bucheger spoke that there are absent Commissioners and then asked if they wanted to wait until all Commissioners are present for the vote.

Allen stated that she is comfortable waiting to vote on positions until the next Planning Commission meeting.

PUBLIC HEARINGS

A. 3883 West Broadway Rezone

Bucheger stepped forward and gave a staff presentation for the property owner of 3883 West Broadway so it can be rezoned from the current R-B Residential-business to B-2 Limited commercial so a UPS store can

operate. He discussed that the current use of a UPS store cannot be allowed since the R-B Residential-business district zoning standards for a retail use would prohibit their plans and that a conversion to the B-2 Limited commercial district is more in line with the city's comprehensive plan.

Harris asked if any residents contacted staff over this rezone.

Bucheger stated staff received no comment on this item.

Commissioner Weinberg MOVED, seconded by Commissioner Allen to open the public hearing at 7:20 PM. The vote was unanimous and the motion carried. The public hearing is now open.

No one stepped forward.

Commissioner Weinberg MOVED, seconded by Commissioner Allen to close the public hearing at 7:20 PM. The vote was unanimous and the motion carried. The public hearing is now closed.

Commissioner Allen asked if the property owners intend to restripe the parking lot.

Bucheger spoke that he is not aware of any restriping for that parking lot in the near future.

Rand spoke that staff cannot require restriping for the parking lot during the rezone application but during the building permit phase the Building Official can make this a requirement for the approval of his permit.

Commissioner Weinberg MOVED, seconded by Commissioner Allen to approve the recommendation of approval for the 3883 West Broadway rezone as presented by staff. The vote was unanimous and the motion carried.

B. 3819 West Broadway Conditional Use Permit (Rescheduled)

OLD BUSINESS

A. None

NEW BUSINESS

OTHER BUSINESS

INFORMATION ONLY

Rand gave the commission an update on the work staff is doing to prepare for the code language update and introduction of THC retail use within the city. She then spoke that staff will present a public hearing next meeting for language for Commissioners to review and to make a recommendation on.

Rand then had a conversation with the Commissioners on what type of retail could be lacking inside of the city.

Bucheger gave an update on 3819 West Broadway CUP application.

A. 2024 Planning Commission Annual Report

ADJOURNMENT

Commissioner Weinberg MOVED, seconded by Commissioner Allen to adjourn the meeting at 7:51 PM. The

vote was unanimous and the motion carried.

TO: Mayor and City Council
PREPARED BY: Matthew Bazyk, Recreation Services Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: March 4, 2025
RE: Twins Equipment Grant Submission

Background:

The Twins organization provides opportunities for updated equipment through their Junior Twins Equipment Kit Grants. These are non-monetary grants, the Twins will provide select equipment to youth organizations in an attempt to keep registration costs low, programming accessible and program quality elevated.

Analysis:

The Recreation Department was made aware of this grant on February 20th. The application deadline for this grant was February 21st. Joel Ginn, Programs Coordinator, has applied for this grant so that we can help train and retain our baseball coaches. We have requested:

Grant Materials (Provides 3 equipment bags to youth baseball and softball organizations.)

1. 2-Tee Ball Equipment Kits

- 24 gloves, 10-10.5 inch (10 right-handed, 2 left-handed)
- 2 tees
- 4 t-ball bats
- 4 dozen soft compression balls
- 10 helmets
- 1 equipment bag

2. 1-Softball Equipment Kit

- 12 gloves, 11.5 inches (ten right-handed, 2 left-handed)
- 1 youth catcher's set (helmet, leg guards, chest protector, catcher's mitt)
- 2 softball bats
- 2 dozen Official League 11-inch softballs
- 5 helmets with masks
- 1 equipment bag

Recommendation:

The Recreation Department asks for the Council's support to accept any equipment that we would come from this grant if we it is awarded to us.

Attachments:

None

TO: Mayor and City Council
PREPARED BY:
APPROVED BY: Tim Sandvik, City Manager
DATE: March 4, 2025
RE: Twins Youth Coaching Grant Submission

Background:

The Twins Youth Coaching Grant Program distributes grants up to \$2,000 to assist youth baseball and softball organizations in recruiting coaches for the youth teams in their leagues. The program provides a stipend to high school and college students to serve as coaches for youth teams, helping meet coaching needs while creating summer employment opportunities for young people that inspire them to lead as coaches.

Analysis:

The Recreation Department was made aware of this grant on February 20th. The application deadline for this grant was February 21st. Joel Ginn, Programs Coordinator, has applied for this grant so that we can help train and retain our baseball coaches.

Recommendation:

The Recreation Department requests the Council's support to accept these funds if they are awarded to us.

Attachments:

None



TO: Mayor and City Council
PREPARED BY: Chase Peterson-Etem, City Clerk/Assistant to City Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: March 4, 2025
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 3/4/2025.

Attachments:

1. Licenses 1
2. Licenses 2

Contractor Licenses for Council Approval

<u>Name</u>	<u>Licensee Type</u>	<u>Fee Amount</u>
BWS PLUMBING HEATING AND A/C LLC	Mechanical Contractor	\$50.00
BWS PLUMBING HEATING AND A/C LLC	Plumbing Contractor	\$50.00
HAGE CONCRETE WORKS	Concrete	\$50.00
JUNCTION PLUMBING & HEATING	Mechanical Contractor	\$50.00
ST. MARIE SHEET METAL, INC.	Mechanical Contractor	\$50.00
THE CREW FACILITY MAINTENANCE	Plumbing Contractor	\$50.00

Number of Licenses Requesting Council Approval:

6

**BUSINESS LICENSES
FOR COUNCIL APPROVAL**

02/24/2025

License Type	Applicant	License Fee
Tree/Lawn Fertilizer	ROMERO LANDSCAPE & TREE SERVICE	50.00
Tree/Lawn Fertilizer	SAVATREE, LLC	50.00

BUSINESS LICENSES FOR COUNCIL APPROVAL

03/04/2025

License Type	Applicant	License Fee
Transient Merchant - Solicitations	Elwin Detzler	150.00
Transient Merchant - Solicitations	Legacy Restoration, LLC	50.00



Republic Services

Robbinsdale's New Waste Provider



March 4, 2025

Page 01 of 162

WHO WE ARE



As a leader in environmental services, we're committed to offering our customers the most complete set of Environmental Solutions

Our vision:

Partnering with customers to create a more sustainable world

Our promise:

Sustainability in Action: Our commitment to providing exceptional service and expertise, while protecting the environment

The Customer Experience

CUSTOMER SERVICE

We go above and beyond to exceed our customers' expectations

- ✓ Highly trained customer service professionals – specialized Minnesota Pod; Responsive and knowledgeable
- ✓ Phone call support M-F and Saturday 8 a.m. – 12 p.m. Customized reporting
- ✓ Multiple recycling education posts throughout the year
- ✓ Track My Truck and Service Alerts – mobile App & website

Local Team

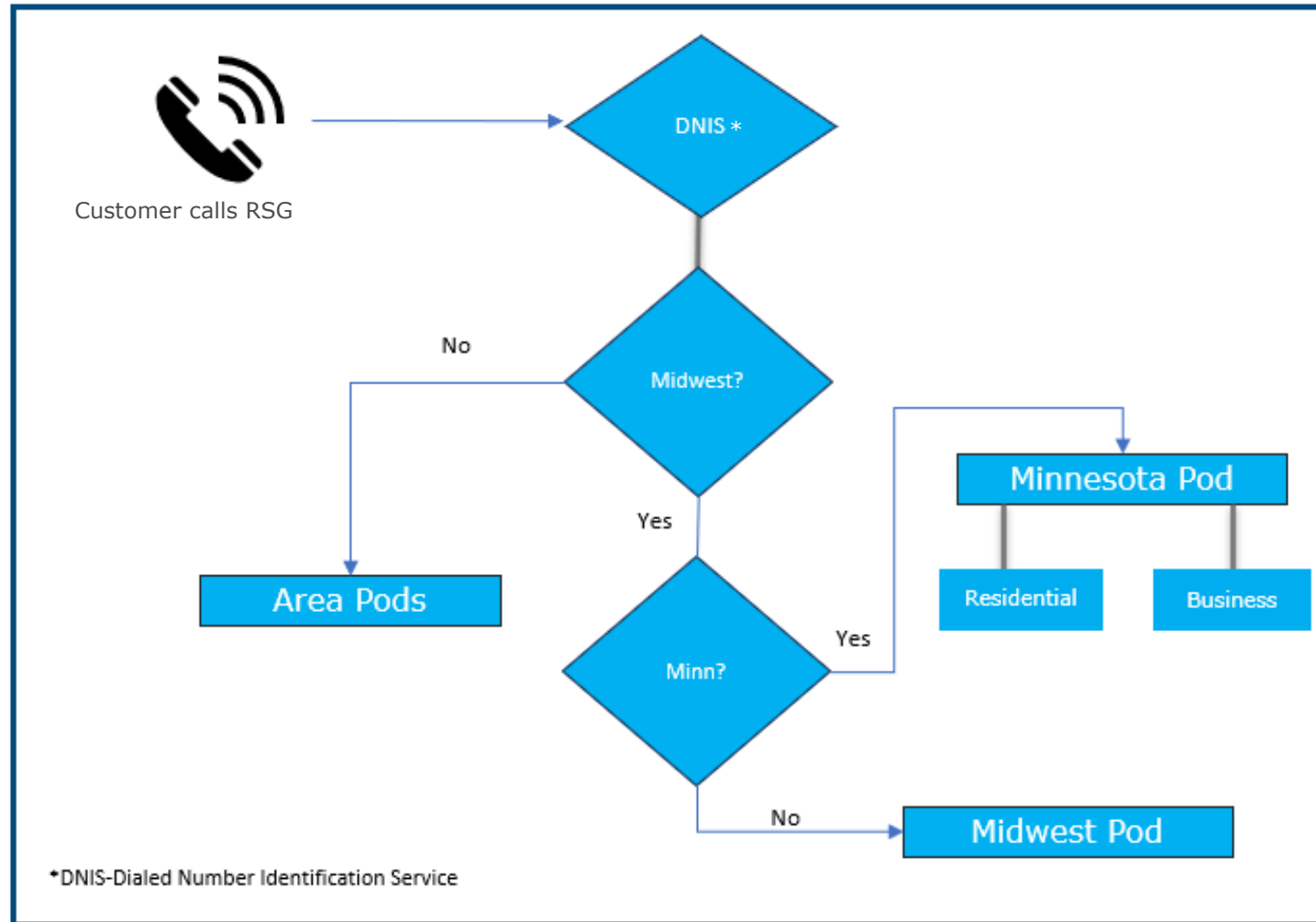
- ✓ The City of Robbinsdale has a local single point of contact to the Municipal Team, Bev and Frances, to resolve any escalations or contract questions.
- ✓ Personalized local inbox for service inquiries, Robbinsdale@republicservices.com
- ✓ The City will be serviced by our team in the Blaine Hauling Division. RSG operates 6 Hauling Divisions across the 15 County Metro in Minnesota, 2 Recycling Centers, and 1 Gas to Energy Landfill.
- ✓ Our drivers work and live in the communities we service and take pride and ownership in their routes.



Customer Service- Elevating the Customer Experience

- Customer Satisfaction Survey (After Call)
 - NPS 4.7 out of 5 (World Class=4.25 or higher)
 - First Contact Resolution: 98.5% (World Class=85% or higher)
- Customer Escalations
 - Average time to resolve=Less than 24 hours (World Class=less than 24 hours)
- Call Handling
 - Speak to a Live Minnesota Agent
 - 100% of calls recorded (Audio and Agent Desktop)
 - The Minnesota pod is backed up by full network of over 1,500 Agents so always able to speak to residents
- State of the Art Technology
 - Artificial Intelligence (AI) enabled technology supporting live agents to provide an efficient experience and ensuring correct information is provided to customer
 - AI Technology-100% of Customer Interactions evaluated to provide insights to voice of the customer and agent performance.
 - AI Enabled Call Analytics-Advanced word and phrase-based analytics of every call to provide deep analysis of why customers are calling and to drive decision making to improve experience
 - Omni Channel experience supporting Phone, chat, email and social media to support how the Customer wishes to interact with Republic Services

Customer Service- call routing system and flow:



Customer Experience – Focused on customer zeal

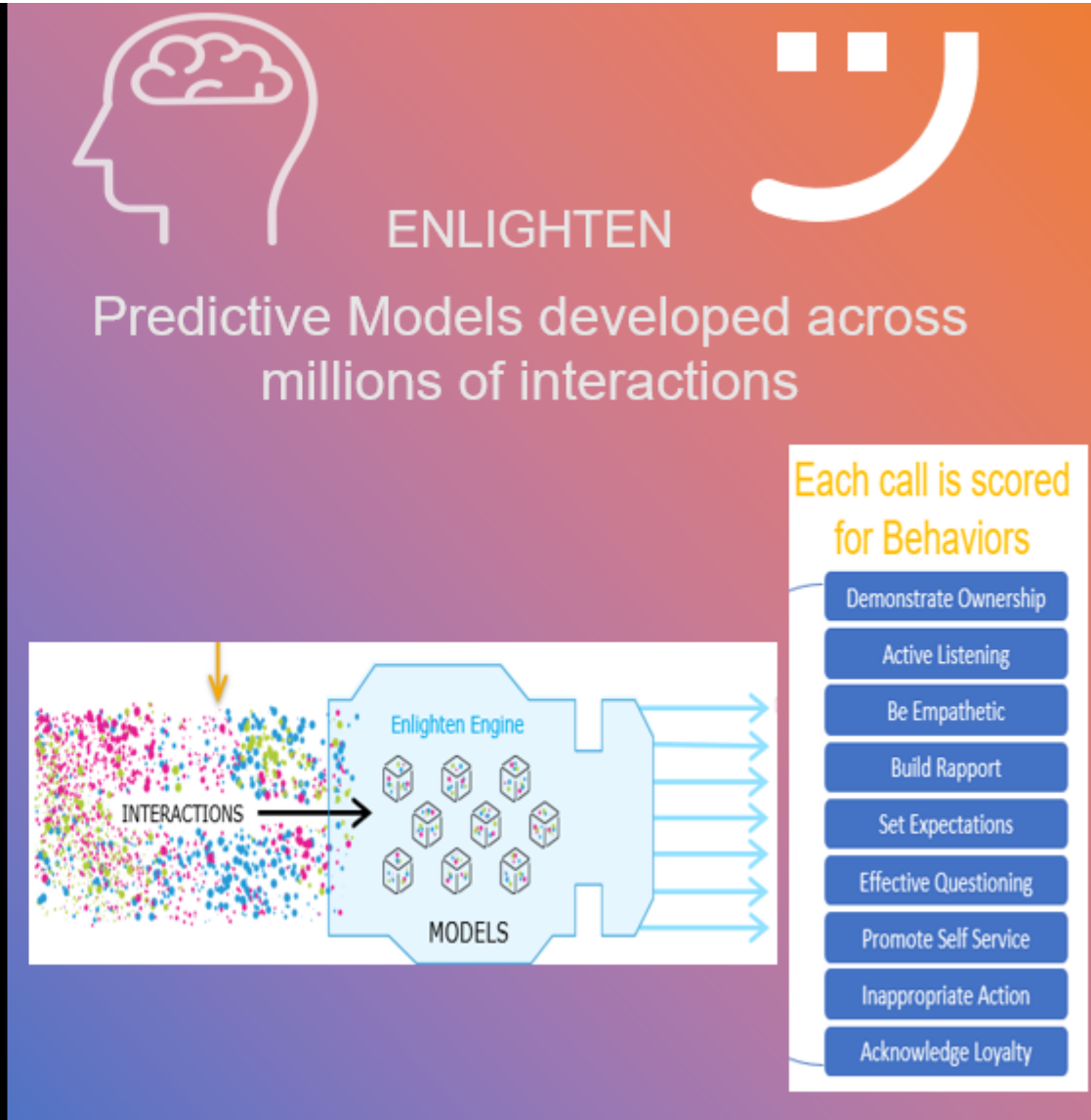
- Drive Zeal behaviors in real time through analytics, data, training & coaching
- Insights into Agent:
 - Tone
 - Empathy
 - Active Listening Skills
 - Effective Probing Questions
 - Acknowledging Customer Loyalty
 - Among others.....
- Gain insight into sources of customer dissatisfaction & partner with local teams to drive change and deliver an outstanding customer experience



Enriching Customer Interactions – AI Software added

How does this work?

- Behavioral Models created that can create a metric for a soft skill
- Each call is scored at ingest and a metadata field is populated with a numeric score
- Calls are given an overall Behavior score and scores for each specific Behavior
- Use dashboards to quickly identify Agents to target for coaching
- Use Behavioral index scores to identify the soft skill to target during coaching
- Measure & Analyze results



Models | Enlighten Behavioral Models



Objective: Enlighten models are used to identify Soft Skills and Agents for targeted coaching. Instead of selecting a handful of calls for manual review, 100% of calls are scored. Scoring for each call is automated, eliminating bias and building trust in results.

- ★ Demonstrate Ownership Reassuring the caller that the representative understands the issue and is ready and able to help.
- ★ Active Listening Actively responding in the conversation and not asking caller to repeat themselves.
- ★ Be Empathetic Acknowledging stated issues, and their related impacts/hardships to the caller.
- ★ Effective Questioning Asking meaningful questions to explore a caller's experience, issues, and/or opportunities.
- Build Rapport Engaging the caller in general dialog not specific to the reason for contacting to build a personal connection.
- Set Expectations Summarizing actions and next steps, informing the caller of what to expect and/or required actions.
- Promote Self-Service Promoting the availability of self-service options (IVR, Website, App, etc.) where appropriate during an interaction.
- Inappropriate Action Denying a callers request to transfer the contact, use of inappropriate language, other offensive acts.
- Acknowledge Loyalty Taking a moment to acknowledging the caller's tenure with the organization and showing appreciation for their loyalty.

Sustainability and Environmental Responsibility

EV RESEARCH LEADS TO FULL CONVERSIONS

Technology Research Program

- Internal program to place and evaluate trucks in various market and terrain conditions
- Entering 4th year with trucks on routes
- Expanding research trucks to 24 markets in 2024

2024 Research Markets *

- | | | |
|-------------------|------------------------|-------------------|
| ▪ Baltimore, MD | ▪ Fort Collins, CO | ▪ Richmond, CA |
| ▪ Bend, OR | ▪ Fremont, CA | ▪ Salem, OR |
| ▪ Boise, ID | ▪ Gardena, CA | ▪ Salinas, CA |
| ▪ Carlsbad, CA | ▪ Huntington Beach, CA | ▪ Santa Ana, CA |
| ▪ Chicago, IL | ▪ Long Beach, CA | ▪ Stockton, CA |
| ▪ Chula Vista, CA | ▪ Pacheco, CA | ▪ Wilsonville, OR |
| ▪ Daly City, CA | ▪ Phoenix, AZ | |
| ▪ Fairfield, CA | ▪ Rancho Cordova, CA | |

* Low qty (1-2) trucks for evaluation purposes; Should not be marketed by municipality as these are subject to movement to other markets as needed.



Boise ID



Santa Ana CA



Phoenix AZ

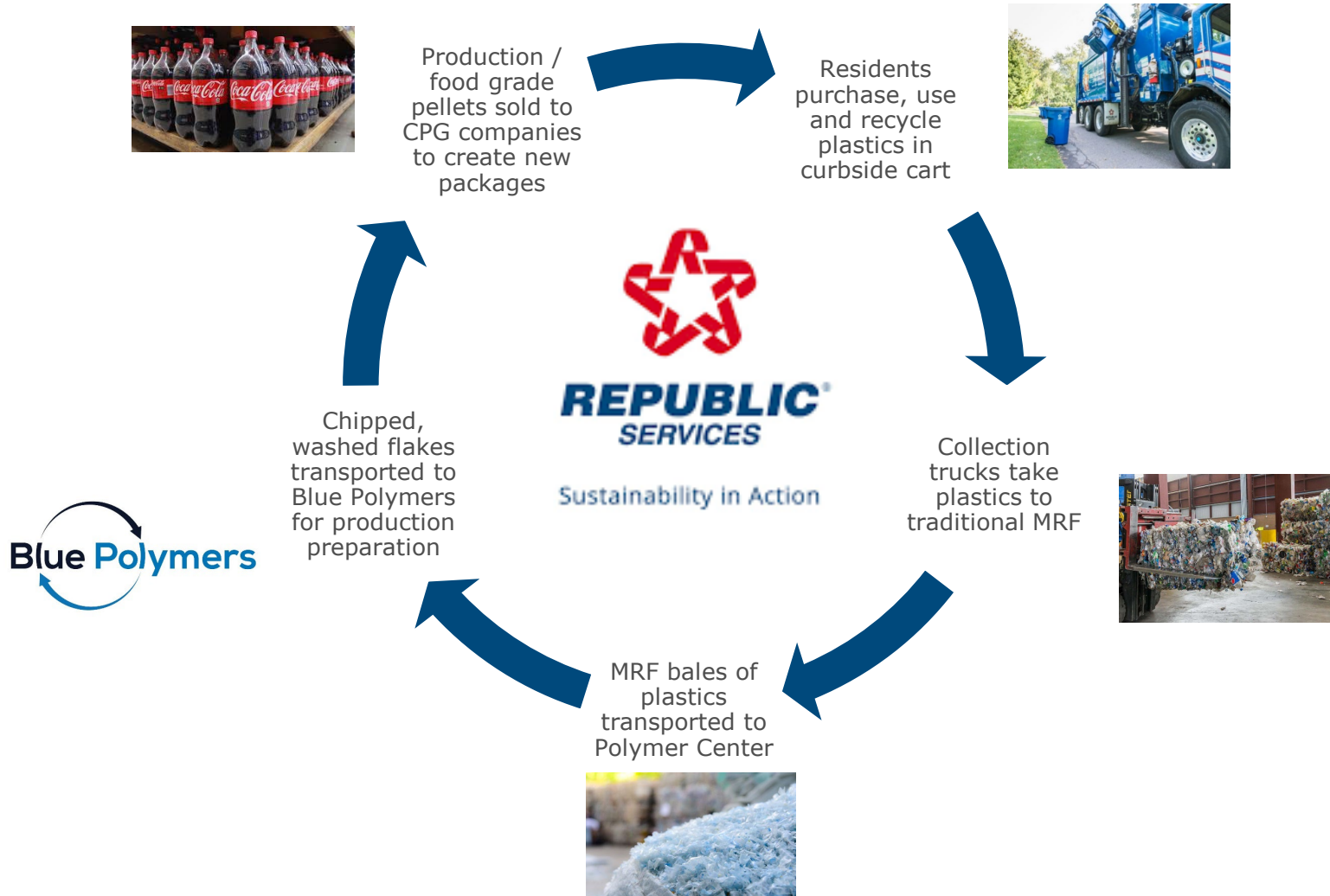
Municipal Conversion Program

- September 2024 – Louisville CO became the first municipality in America to fully convert their collection fleet



Louisville CO

PLASTIC CIRCULARITY UPDATE – POLYMER CENTERS AND BLUE POLYMERS



Polymer Centers

- Center #1 opened in Las Vegas in Dec 2023
- Center #2 announced in Indianapolis – Planned opening late March 2025
- Centers #3 and #4 planned announcements coming soon!

Blue Polymers

- Blue Polymer #1 –Buckeye, AZ projected to be complete in late 2025.
- Blue Polymer #2 – Co-located in Indianapolis with Polymer Center
- Blue Polymer #3 and #4 planned announcements soon!

PFAS OVERVIEW

What are PFAS?

Class of ~15,000 chemicals that enable superior performance where resistance to water, staining, and heat are critical

PFAS Concerns

- Referred to as “**Forever Chemicals**” because they break down very slowly in nature
- Associated **health risks** include cancer, developmental defects, weakened immune system



Per- & Poly-FluoroAlkyl Substances

Measuring PFAS


In waters: Parts Per Trillion (ppt)
1 ppt = 1 second in ~31,700 Years


In soils: Parts Per Billion (ppb)
1 ppb = 1 second in ~31.7 Years

Sample Projects



City of Grand Rapids, MI:
PFAS soil removal at Ash Lagoon Water Resource Recovery Facility



City of Marshall, MI:
PFAS resin removal at City of Marshall Water Treatment Facility



Denver International Airport
PFAS contaminated fire system flush



San Francisco International Airport
PFAS contaminated fire system flush

PFAS related projects continue to appear across municipalities



Thank You!

Bev Mathiasen, Municipal Services Manager
Email: bmathiasen@republicservices.com
March 4, 2024



TO: Mayor and City Council
PREPARED BY: Heather Rand, Community Development Director
APPROVED BY: Tim Sandvik, City Manager
DATE: March 4, 2025
RE: Consider Resolution Approving Code Variance for 3819 W Broadway
(US Internet)

Background:

US Internet has submitted a variance for the property of 3819 West Broadway for the purpose of constructing a building 30ft. away from the front yard property line adjacent to West Broadway. They had also submitted variance request so as not to have faux windows on front of building, but have since dropped that request. The location (parcel of property) under consideration is shown in **Attachments A**.

-

Analysis:

US Internet is interested in constructing a private utility building within the city so that they may be able to operate their fiber optic internet business. The property they wish to construct this business at is 3819 West Broadway, the current Robbinsdale Clinic. There is an existing building on the property, to which US Internet plan to demolish and construct a new one following a CUP. Staff review of their CUP revealed that they are not meeting the required front yard setback requirements per the Transit Overlay District (TOD) and will require a variance. US Internet desire their building to be setback 30ft. from the front yard property line over safety concerns of the building and sensitive, critical to operations equipment inside. They stated that if they follow the current standards for the TOD, it could cause an unfortunate accident next to a highly utilized street rendering their service to cease. You can view the application and site plan in **Attachment B**.

TRANSIT OVERLAY DISTRICT STANDARDS:

A portion of this property is within the West Broadway corridor of the TOD, and as such the standards for this district will need to be implemented for this project. The TOD has two different setbacks for buildings along West Broadway, commercial and residential.

The front yard setbacks for the TOD are:

BUILDING SETBACKS	
a. A-street (West Broadway)	3 ft. max. commercial 12 ft. max residential
b. B-street (Bottineau Blvd.; Hubbard Ave. N.)	3 ft. min. (no maximum)
c. Side property line	0 ft. (party wall) or 6 ft. min. (between buildings)
d. Rear property line	Applicable zoning district standard
BUILDING SETBACKS	
a. A-street (West Broadway)	3 ft. max. commercial 12 ft. max residential
b. B-street (Bottineau Blvd.; Hubbard Ave. N.)	3 ft. min. (no maximum)
c. Side property line	0 ft. (party wall) or 6 ft. min. (between buildings)
d. Rear property line	Applicable zoning district standard

The intended use of the property would not be seen as commercial or residential in city staff's opinion. Meaning no one will be residing there nor will there be any sale happening within the building, but instead, it will solely be used as a center and focal point for the fiber optic connection within the city and surrounding areas with data server equipment to be housed and maintained. Staff views this use more more as light industrial/commercaill service. Though with no setback standards mentioned for this unique type of use in city code, the need for staff to enforce the commercial standards for this property exists unless a variance from code is granted.

VARIANCES:

Subd. 2. Authority/variances. The City Council, acting as the board of appeals and adjustments, upon the receipt of the recommendation of the Planning Commission, shall have the authority to consider and grant variances to the provisions of this code, including the expansion of nonconformities subject to the following:

(a) variances shall only be granted;

(1) when the variance is in harmony with the purposes and intent of the code; **US Internets proposed use isn't retail or residential and will match the setback distance of other buildings along the southern side of West Broadway;** and

(2) when the variance is consistent with the comprehensive plan. **This property is within the commercial mixed-use area of the Comprehensive Plan;** (Added, Ord. No. 11-14)

(b) as part of the determination of whether to grant a variance, the applicant may also be required to establish that there are practical difficulties in complying with this code. "Practical difficulties," as used in connection with the granting of a variance, means that:

(1) the property owner proposes to use the property in a reasonable manner not permitted by the code. **The applicants setback request will mirror the setback distance of both the northern and southern property adjacent to it;**

(2) the plight of the landowner is due to circumstances unique to the property and not created by the landowner; **This property is abnormal since only half of the lot is within the TOD, if this property was only within the R-B Zoning District this request would be**

approved; and

(3) the variance, if granted, will not alter the essential character of the locality.

Economic considerations alone do not constitute practical difficulties. Practical difficulties include, but are not limited to, inadequate access to direct sunlight for solar energy systems. **Staff do foresee this request altering the essential character of the neighborhood or locality.** (Added, Ord. No. 11-14)

PUBLIC HEARING:

Notice of this public hearing for the planning commission meeting was published in the city's official newspaper and posted on the city's bulletin board 10 days prior to the planning meeting on 2/20/25. Mailed notices have also went out to all properties 350 feet away from this address. City staff received no inquiries from residents expressing concern about the proposed variance.

PLANNING COMMISSION:

The Planning Commission discussed this proposal at their regularly scheduled meeting on February 20th and held a public hearing for members of the audience. No one stepped forward to comment. After the public hearing, the Planning Commission voted unanimously to recommend approval of the variance to the code as specified by staff.

Recommendation:

1. Motion to recommend approval of the draft Resolution (**Attachment C**) that authorizes the code variance (V25-1) request for 3819 W Broadway for US Internet, which allows for a 30 foot front yard setback.

Attachments:

1. Attachment A - Hennepin County Aerial Map
2. Attachment B (Variance Application 24-033 USI)
3. Attachment C - Draft Resolution



PARCEL ID: 0602924410017

OWNER NAME: Rbbnsdl Clnc Hldng Co Llc

PARCEL ADDRESS: 3819 West Broadway, Robbinsdale MN 55422

PARCEL AREA: 0.45 acres, 19,527 sq ft

A-T-B: Abstract

SALE PRICE: \$245,000

SALE DATE: 09/1998

SALE CODE: Excluded From Ratio Studies

ASSESSED 2023, PAYABLE 2024

PROPERTY TYPE: Commercial-Preferred

HOMESTEAD: Non-Homestead

MARKET VALUE: \$655,000

TAX TOTAL: \$18,973.48

ASSESSED 2024, PAYABLE 2025

PROPERTY TYPE: Commercial

HOMESTEAD: Non-Homestead

MARKET VALUE: \$590,000

Comments:

This data (i) is furnished 'AS IS' with no representation as to completeness or accuracy; (ii) is furnished with no warranty of any kind; and (iii) is not suitable for legal, engineering or surveying purposes. Hennepin County shall not be liable for any damage, injury or loss resulting from this data.

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COUNTY 2025



MEYER GROUP ARCHITECTURE DULUTH
306 WEST SUPERIOR STREET, SUITE #1600
DULUTH, MN 55802 | (218) 727-1330

MEYER GROUP ARCHITECTURE ASHLAND
1022 LAKESHORE DRIVE
ASHLAND, WI 54806 | (715) 292-6493

MEYER GROUP ARCHITECTURE MINNETONKA
12450 WAYZATA BOULEVARD, SUITE 227
MINNETONKA, MN 55305 | (952) 277-6603

City of Robbinsdale
4100 Lakeview Avenue North
Robbinsdale, MN 55422
763.531.1269
763.531.1266
www.robbinsdalemn.com

Variance Application - 3819 W Broadway, Robbinsdale, MN 55422

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05	Zoning Plan
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To review references visit our website at www.robbinsdalemn.com

SUBDIVISION VARIANCE OR APPEAL (reference Section 500.39)

Applicant U.S. Internet Corporation

Address 3819 W Broadway, Robbinsdale, MN 55422

Owner (if different from Applicant) _____

Owners Address 12450 Wayzata Blvd, Suite 315, Minnetonka, MN 55305

Day Phone # 612-401-5316 Cell Phone # 612-401-5316 Email address zjohnson@usinternet.com

Applicant's Authority (if other than Owner) _____

Legal Description of Property Lot 023 A Auditors Subd. No. 180 65x300.8

Present Zoning Classification R-B Existing Use of Property Medical and General Office

Area of Property 0.45 acres Section of Ordinance(s): 515.07. R-B Residential Business District

Please describe the proposed use/request in appropriate detail (attach additional sheets if necessary): U.S. Internet is proposing a new internet utility service building / data center building. A variance is requested for the required setback and glazing requirements due to the practical difficulty of placing a utility building directly against a major road.

Application for rezoning, conditional use permit, non-conforming use permit or zoning text amendment will not be accepted until the applicant has provided the information required by the applicable sections of the zoning code (see above reference). The minimum information is summarized below:

1. Detailed written and graphic material fully explaining the request.
2. Certificate of Survey of property (3 copies) showing the following:
 - A. Location and dimensions of the existing and proposed structure(s) along with setbacks on the lot.
 - B. Location and use of adjacent structures.
3. Existing scaled floor plans, scaled elevations, and any proposed changes.
4. Application Fee
5. Floodplain Information, if applicable (see back page).

Applications must be received 4 weeks prior to the Planning Commission meeting at which request is to be heard.

Application Deadline: 01-23-2025 Application Fee \$200.00 Receipt # _____

Planning Commission Date 02-20-2025 *City Council Date(s) 03-04-2025 & 03-18-2025
(*Tentative: final date will be announced at the Planning Commission meeting.)

The undersigned acknowledges/declares that all the facts and representations stated in this application are true and by signing, acknowledges the cost and the procedure for the processing of this application and certifies that the property described by the provided address is not tax delinquent. Furthermore, undersigned grants City staff entry upon the land in question to perform any necessary site inspections during the duration of the project. Applicant should be represented at the Planning Commission meeting and the City Council public hearing.

Signature of Applicant (and Owner if other than applicant)

*Applicant may be liable for additional expenses such as legal fees.

**Applicant may be billed for additional staff time.

1-22-2025
Date

Written Narrative - 3819 W Broadway, Robbinsdale, MN 55422

Summary of Request

U.S. Internet is proposing a new internet utility service building / data center building on this site, located between West Broadway and Hubbard Ave N. The site is currently zoned as an R-B residential-business district within a Transit Overlay District (TOD). There is currently one building on the site that operates as a medical clinic and is setback over 100 feet from W Broadway. The TOD requires a maximum three foot setback from W Broadway. U.S. Internet is requesting a variance to position the building near neighboring building setbacks, at 30 feet, and to be exempt from the required glazing due to the practical difficulties and safety concerns that would occur when situating a highly glazed utility building three feet from a busy street.

Zoning Ordinance

U.S. Internet believes that positioning the utility building 30 feet from West Broadway will fulfill the purpose of the Transit Overlay District which is "to enhance and expand the pedestrian character of the downtown" and "to preserve the main street character of the West Broadway area" (Sec. 530.09 Subd. 1). By averaging the neighboring setbacks and replacing the existing parking with landscaping, the pedestrian experience will be enhanced and encouraged along W Broadway. The position of the building also aids in the transition from commercial to adjacent residential neighborhoods by providing a buffer in the form of vegetation and a residential-scale commercial building. Similarly, a 50% glazing requirement is impractical for a utility building with no public access. Excessive sunlight may damage the servers, and the windows would not provide an appealing view for pedestrians passing by. Similarly, adding windows to the rear of the building off of Hubbard would only provide views into the generator enclosure and reduce the sound-dampening effect of the CMU wall. Additionally, faux windows are an inefficient use of resources and do not align with the City of Robbinsdale's sustainability goals or Energy Action Plan.

Character

It is U.S. Internet's intention to not alter the essential character of the neighborhood and to provide a building that carefully bridges the commercially-oriented buildings on West Broadway with the residential neighborhood along Hubbard Ave. Most of the buildings along West Broadway are significantly setback from the road. Specifically, the Good Samaritan Society, located to the south, is setback over 50 feet on the southern portion of the site and over 175 feet on the portion closest to the site. Similarly, the Chapel of the Innocents to the north is over 35 feet setback from Broadway. By positioning the building at a 30-foot setback near the Chapel of the Innocents, we aim to preserve the neighborhood's character and create a more cohesive alignment with the neighboring buildings. Additionally, many of the buildings along West Broadway do not conform to the 50% glazing requirement, especially the businesses nearby. Instead of using windows, we propose incorporating brick detailing to add a human-scaled element to the facade while avoiding any potentially negative impacts of glazing.

Safety Concerns

The primary purpose for the increased setback distance and no glazing is to address safety concerns. If the building were to be setback three feet from West Broadway, the likelihood of a vehicular crash with the building would rise significantly. Such an incident would not only pose a severe risk to the driver, but could result in widespread internet outages affecting hundreds of people nearby. Windows would increase the likelihood of physical damage to the server room which could extend the outage for weeks. Given the heavy reliance on reliable, fast internet for daily business functions, the consequences of such a disruption could be highly detrimental to the neighborhood. Seeing as the building would not receive customer visitation and would remain largely vacant throughout the day, there is no compelling reason to position it so close to the road or include windows. A modest setback with brick detailing will mitigate the risk of damage while fulfilling the intended goals of the City of Robbinsdale's code requirements.

ALTA/NSPS LAND TITLE SURVEY FOR:
US INTERNET

LEGAL DESCRIPTION:

Lot 23, Auditor's Subdivision No. 180, according to the plat thereof on file and of record, Hennepin County, Minnesota

Abstract property

GENERAL SURVEY NOTES:

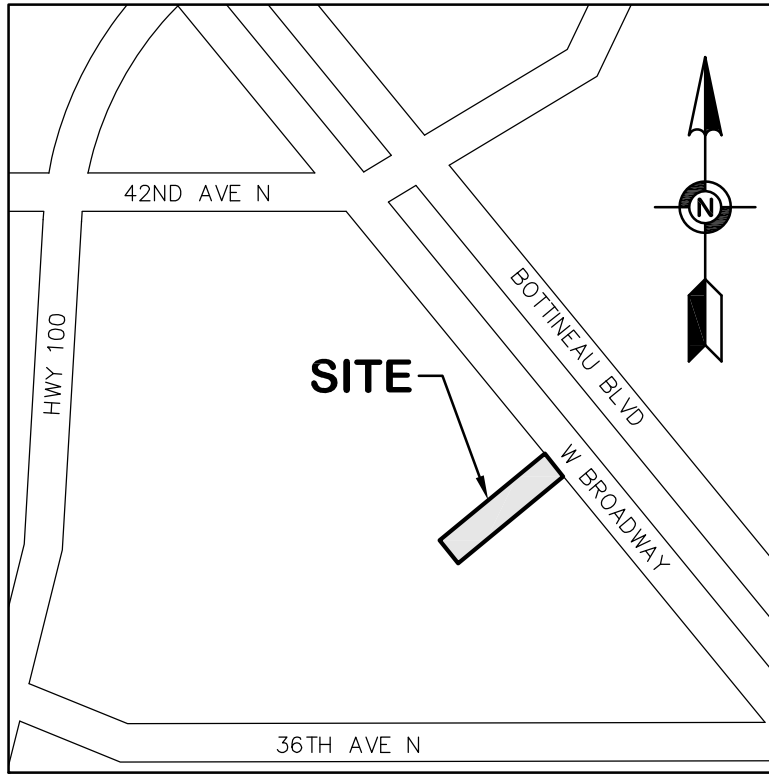
- The orientation of this bearing system is based on the Hennepin County coordinate grid (NAD 83-2011 Adj.).
- The legal description and easement information used in the preparation of this survey is based on the Commitment for Title Insurance prepared by Old Republic National Title Insurance Company, Commitment No. ORTE750222 dated September 29, 2024 at 7:00 A.M..
- The surveyed property has direct access to West Broadway and Hubbard Avenue North, both being right of ways.
- No evidence of cemeteries, burial grounds or gravesites was observed in the process of conducting the fieldwork.

OPTIONAL TABLE A ITEMS:

- Monuments have been placed at all major corners of the surveyed property described hereon, unless already marked or referenced by existing monuments or witnesses in close proximity to the corner.
- The address of the property described hereon is 3819 West Broadway Robbinsdale, Minnesota 55422
- The property described hereon lies within Flood Zone "X" (areas of minimal flood hazard) per Federal Insurance Rate Map No. 27053C 0214 F, dated November 4, 2016.
- The total area of the property described hereon is 19,647 square feet or 0.45103 acres.
- No zoning report or letter was received from the insurer pursuant to Optional Table A Item 6(a), as set forth in the 2021 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys.
- Exterior building dimensions are depicted hereon.
- The exterior building footprint area at ground level is depicted hereon.
- The measured building height is depicted hereon.
- Substantial features observed in the process of conducting the fieldwork are depicted hereon.
- As of the date of this survey the property described hereon contains a total of 1 handicapped space.
- Existing utilities, services and underground structures shown hereon were located either physically, from existing records made available to us, by resident testimony, or by locations provided by Gopher State One Call, per Ticket No. 242782685. However, lacking excavation, the exact location of underground features cannot be accurately, completely and reliably depicted. Where additional or more detailed information is required, the client is advised that excavation may be necessary. Other utilities and services may be present and verification and location of all utilities and services should be obtained from the owners of the respective utilities prior to any design, planning or excavation.
- The names of adjoining owners according to current tax records are depicted hereon.
- The intersection of West Broadway and 39th Avenue North is located 400 feet Northwest of the Northwest corner of the surveyed property.
- As of the date of this survey there is no observable evidence of current earth moving work, building construction or building additions on the property described hereon.
- The plottable offsite easements or servitudes disclosed in documents provided to the surveyor are depicted hereon.

SURVEY ITEMS PER SCHEDULE B:

There are no survey related items in Schedule B, Part II



VICINITY MAP
NOT TO SCALE

CERTIFICATION:

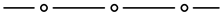
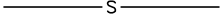
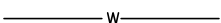
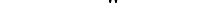
To U. S. Internet Corp., a Minnesota Corporation; Robbinsdale Clinic Holding Company, LLC, a Minnesota limited liability company; and Old Republic National Title Insurance Company:

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2021 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 1, 2, 3, 4, 6(a), 7(a), 7(b)(1), 7(c), 8, 9, 11(a), 13, 14, 16, and 18 of Table A thereof. The fieldwork was completed on October 11, 2024.

Date of Plat or Map: October 17, 2024


Eric A. Roeser
Minnesota License No. 47476
eroeser@efnsurvey.com

LEGEND:

- | | |
|--|--|
|  CATCH BASIN |  CHAIN LINK FENCE |
|  SANITARY MANHOLE |  WOOD FENCE |
|  MANHOLE |  SANITARY SEWER |
|  AIR CONDITIONER |  WATERMAIN |
|  LIGHT |  RETAINING WALL |
|  BUILDING LIGHT |  BITUMINOUS SURFACE |
|  GAS METER |  CONCRETE SURFACE |
|  SIGN |  GRAVEL SURFACE |
|  HANDICAPPED PARKING SPACE | |
|  POSSIBLE ENCROACHMENT ITEM | |

LIST OF POSSIBLE ENCROACHMENTS:

Possible Encroachment Note:

An encroachment is defined as an illegal intrusion and is a matter of law, therefore, the surveyor is unable to identify certain features as encroachments. The following possible encroachment notes are intended to draw the user's attention only to major areas of concern. The surveyor does not guarantee that the items noted below are, in fact, encroachments or that all possible encroachments in the vicinity of boundary lines are depicted hereon.

- Fence crosses the northwesterly property line.

GOPHER STATE ONE CALL NOTE:

List of utilities notified per Gopher State One Call Ticket No. 242782685.

COMCAST	MCI
CITY OF ROBBINSDALE	METRO TRANSIT FACILITIES
CITY OF ROBBINSDALE FIBER	NORTH MEMORIAL HOSPITAL
CENTURYLINK - CTCLQ	XCEL ENERGY
CENTER POINT ENERGY	

FIELD BOOK	PAGE	FIELDWORK CHIEF:	REVISIONS		
		LV	NO.	DATE	DESCRIPTION
		DRAWN BY:			
		DAV			
		CHECKED BY:			
		EAR			
DRAWING NAME: 42286 ALTA.dwg					
JOB NO. 42286					
FILE NO. 5087					

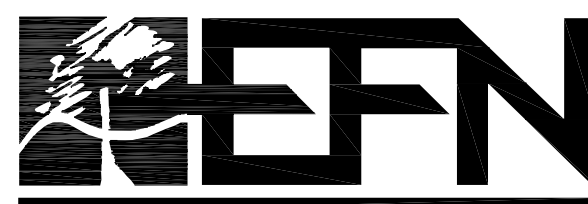
ALTA/NSPS
LAND TITLE SURVEY

SURVEY FOR:

US INTERNET

PROPERTY ADDRESS:

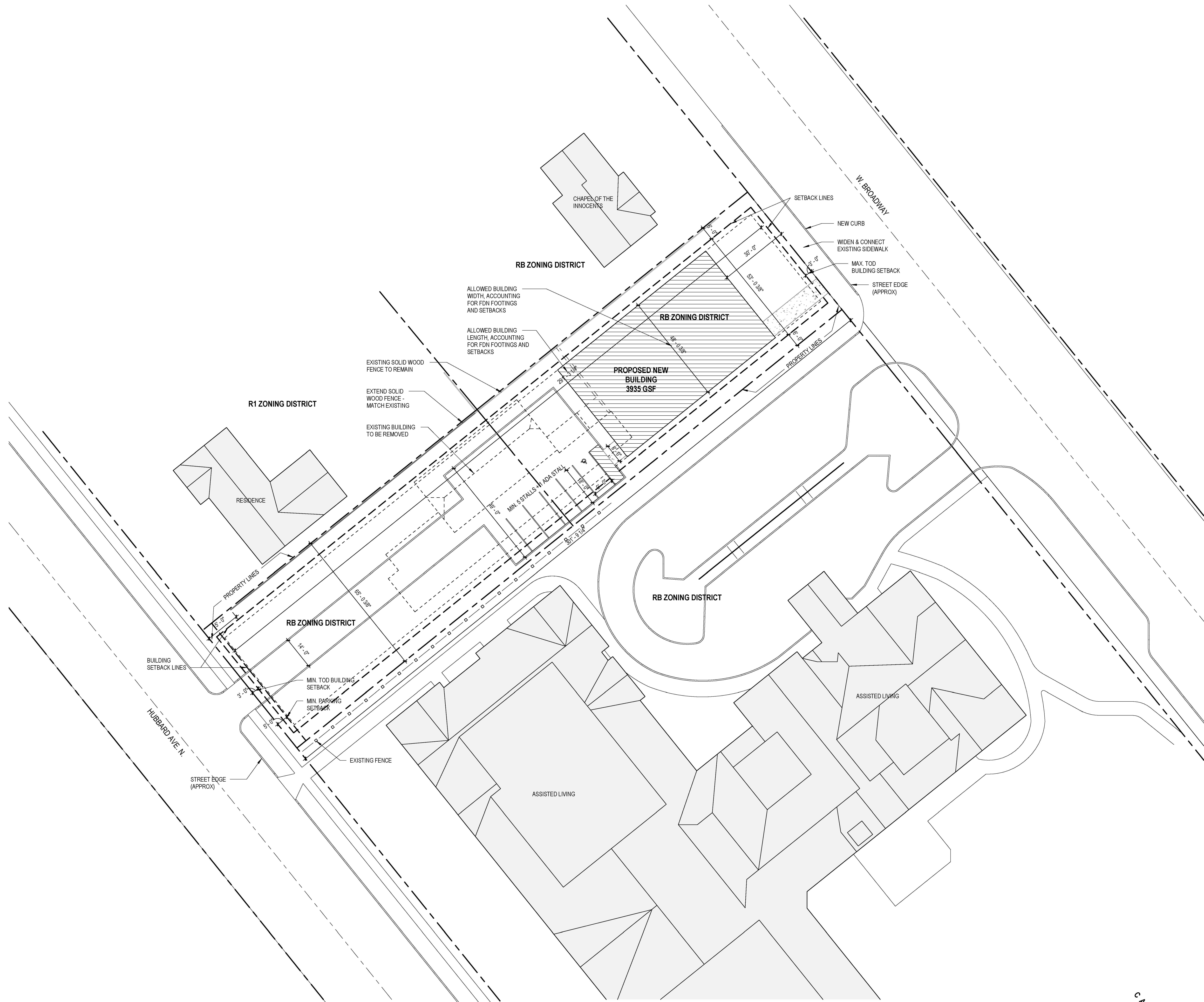
3819 West Broadway
Robbinsdale, Minnesota 55422



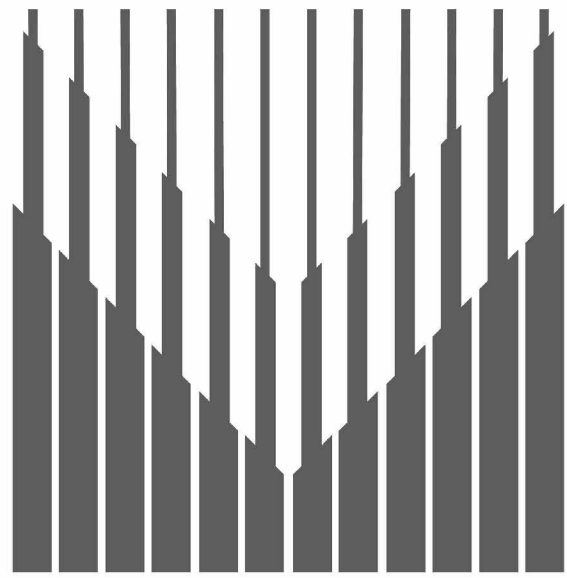
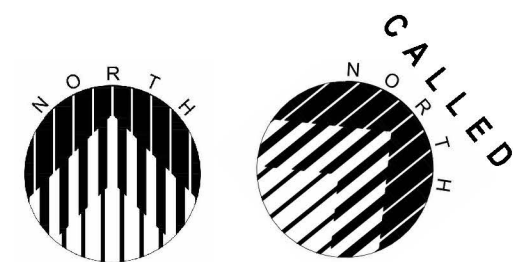
475 Old Highway 8 NW, Suite 200
New Brighton, Minnesota 55112
PHONE: (612) 466-3300
WWW.EFNSURVEY.COM
Egan, Field & Nowak, Inc.
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1 SITE PLAN
1" = 20'-0"



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No.	Description	Date

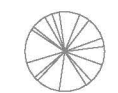
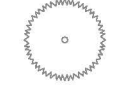
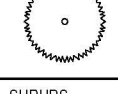
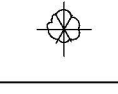
US INTERNET
ROBBINSDALE CO
BUILDING

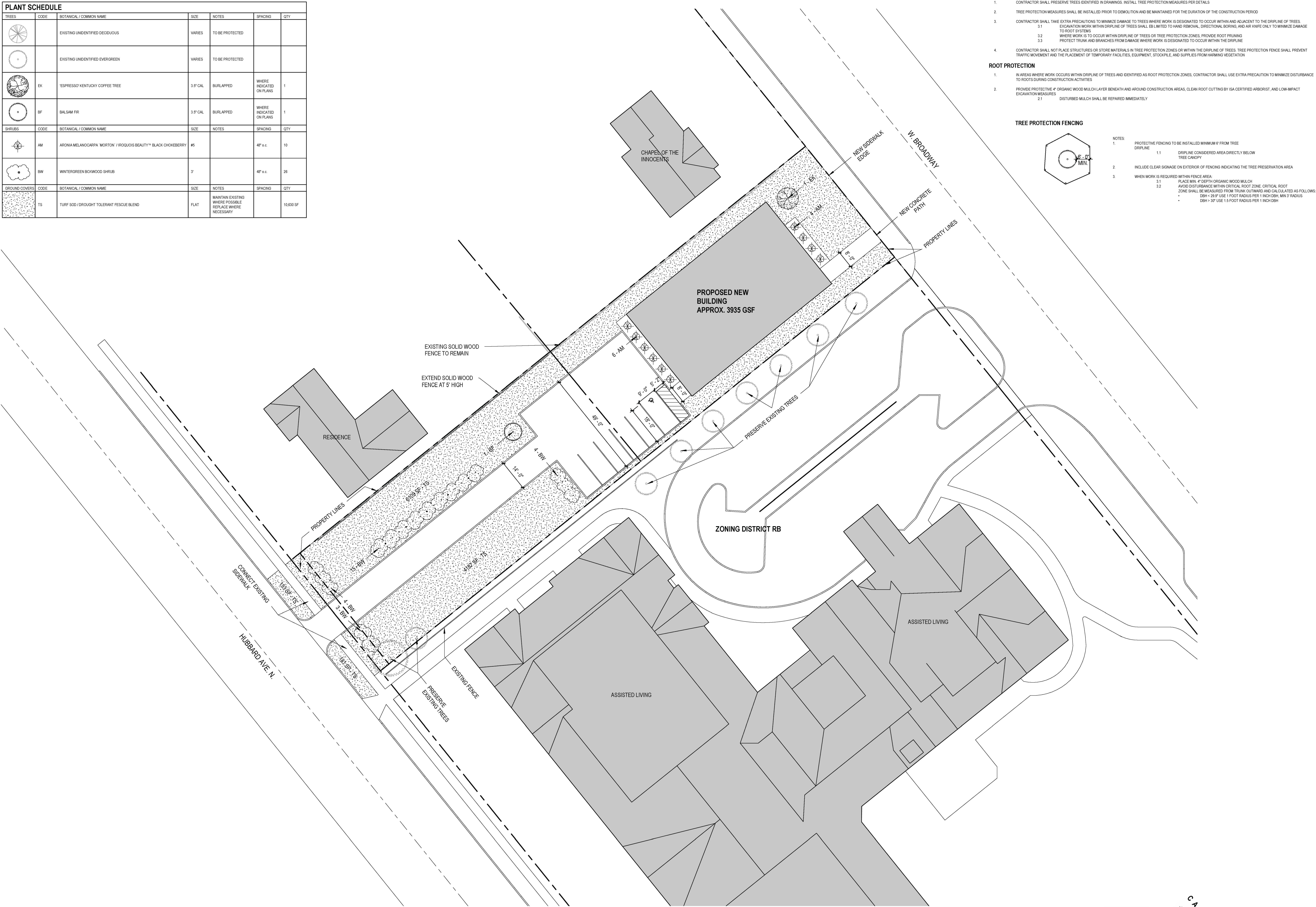
3819 WEST BROADWAY
ROBBINSDALE, MN
ZONING PLAN

PROJECT NUMBER 24-033
DATE 01/08/25
DRAWN BY LFM
CHECKED BY TLM

A1.1

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PLANT SCHEDULE						
TREES	CODE	BOTANICAL / COMMON NAME	SIZE	NOTES	SPACING	QTY
		EXISTING UNIDENTIFIED DECIDUOUS	VARIABLES	TO BE PROTECTED		
		EXISTING UNIDENTIFIED EVERGREEN	VARIABLES	TO BE PROTECTED		
	EK	'ESPRESSO' KENTUCKY COFFEE TREE	3" CAL	BURLAPPED	WHERE INDICATED ON PLANS	1
	BF	BALSAM FIR	3" CAL	BURLAPPED	WHERE INDICATED ON PLANS	1
SHRUBS	CODE	BOTANICAL / COMMON NAME	SIZE	NOTES	SPACING	QTY
	AM	ARONIA MELANOCARPA 'MORTON' / IROQUOIS BEAUTY™ BLACK CHOKEBERRY	#5		48" o.c.	10
	BW	WINTERGREEN BOXWOOD SHRUB	3"		48" o.c.	26
GROUND COVERS	CODE	BOTANICAL / COMMON NAME	SIZE	NOTES	SPACING	QTY
	TS	TURF SOG / DROUGHT TOLERANT FESCUE BLEND	FLAT	MAINTAIN EXISTING WHERE POSSIBLE REPLACE WHERE NECESSARY		10,630 SF



TREE PRESERVATION NOTES

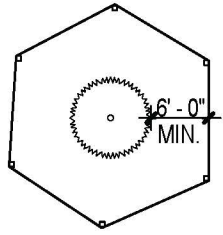
TREE PROTECTION

- CONTRACTOR SHALL PRESERVE TREES IDENTIFIED IN DRAWINGS. INSTALL TREE PROTECTION MEASURES PER DETAILS.
- TREE PROTECTION MEASURES SHALL BE INSTALLED PRIOR TO DEMOLITION AND BE MAINTAINED FOR THE DURATION OF THE CONSTRUCTION PERIOD.
- CONTRACTOR SHALL TAKE EXTRA PRECAUTIONS TO MINIMIZE DAMAGE TO TREES WHERE WORK IS DESIGNATED TO OCCUR WITHIN AND ADJACENT TO THE DRIPLINE OF TREES.
 - EXCAVATION WORK WITHIN DRIPLINE OF TREES SHALL BE LIMITED TO HAND REMOVAL, DIRECTIONAL BORING, AND AIR KNIFE ONLY TO MINIMIZE DAMAGE TO ROOT SYSTEMS.
 - WHERE WORK IS TO OCCUR WITHIN DRIPLINE OF TREES OR TREE PROTECTION ZONES, PROVIDE ROOT PRUNING.
 - PROTECT TRUNK AND BRANCHES FROM DAMAGE WHERE WORK IS DESIGNATED TO OCCUR WITHIN THE DRIPLINE.
- CONTRACTOR SHALL NOT PLACE STRUCTURES OR STORE MATERIALS IN TREE PROTECTION ZONES OR WITHIN THE DRIPLINE OF TREES. TREE PROTECTION FENCE SHALL PREVENT TRAFFIC MOVEMENT AND THE PLACEMENT OF TEMPORARY FACILITIES, EQUIPMENT, STOCKPILE, AND SUPPLIES FROM HARMING VEGETATION.

ROOT PROTECTION

- IN AREAS WHERE WORK OCCURS WITHIN DRIPLINE OF TREES AND IDENTIFIED AS ROOT PROTECTION ZONES, CONTRACTOR SHALL USE EXTRA PRECAUTION TO MINIMIZE DISTURBANCE TO ROOTS DURING CONSTRUCTION ACTIVITIES.
- PROVIDE PROTECTIVE 4" ORGANIC WOOD MULCH LAYER BENEATH AND AROUND CONSTRUCTION AREAS, CLEAN ROOT CUTTINGS BY ISA CERTIFIED ARBORIST, AND LOW-IMPACT EXCAVATION MEASURES.
 - DISTURBED MULCH SHALL BE REPAIRED IMMEDIATELY.

TREE PROTECTION FENCING



- NOTES:
- PROTECTIVE FENCING TO BE INSTALLED MINIMUM 6' FROM TREE DRIPLINE.
 - DRIPLINE CONSIDERED AREA DIRECTLY BELOW TREE CANOPY.
 - INCLUDE CLEAR SIGNAGE ON EXTERIOR OF FENCING INDICATING THE TREE PRESERVATION AREA.
 - WHEN WORK IS REQUIRED WITHIN FENCE AREA:
 - PLACE MIN. 4" DEPTH ORGANIC WOOD MULCH.
 - AVOID DISTURBANCE WITHIN CRITICAL ROOT ZONE. CRITICAL ROOT ZONE SHALL BE MEASURED FROM TRUNK OUTWARD AND CALCULATED AS FOLLOWS:
 - DBH < 20" USE 1' FOOT RADIUS PER 1" INCH DBH; MIN 3' RADIUS.
 - DBH > 30" USE 1.5 FOOT RADIUS PER 1" INCH DBH.

1 LANDSCAPE PLAN
1" = 20'-0"



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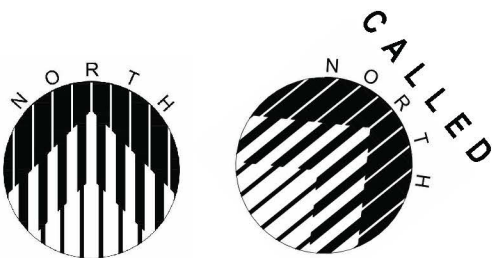
No.	Description	Date
1	Revision 1	Date 1

US INTERNET
ROBBINSDALE CO
BUILDING

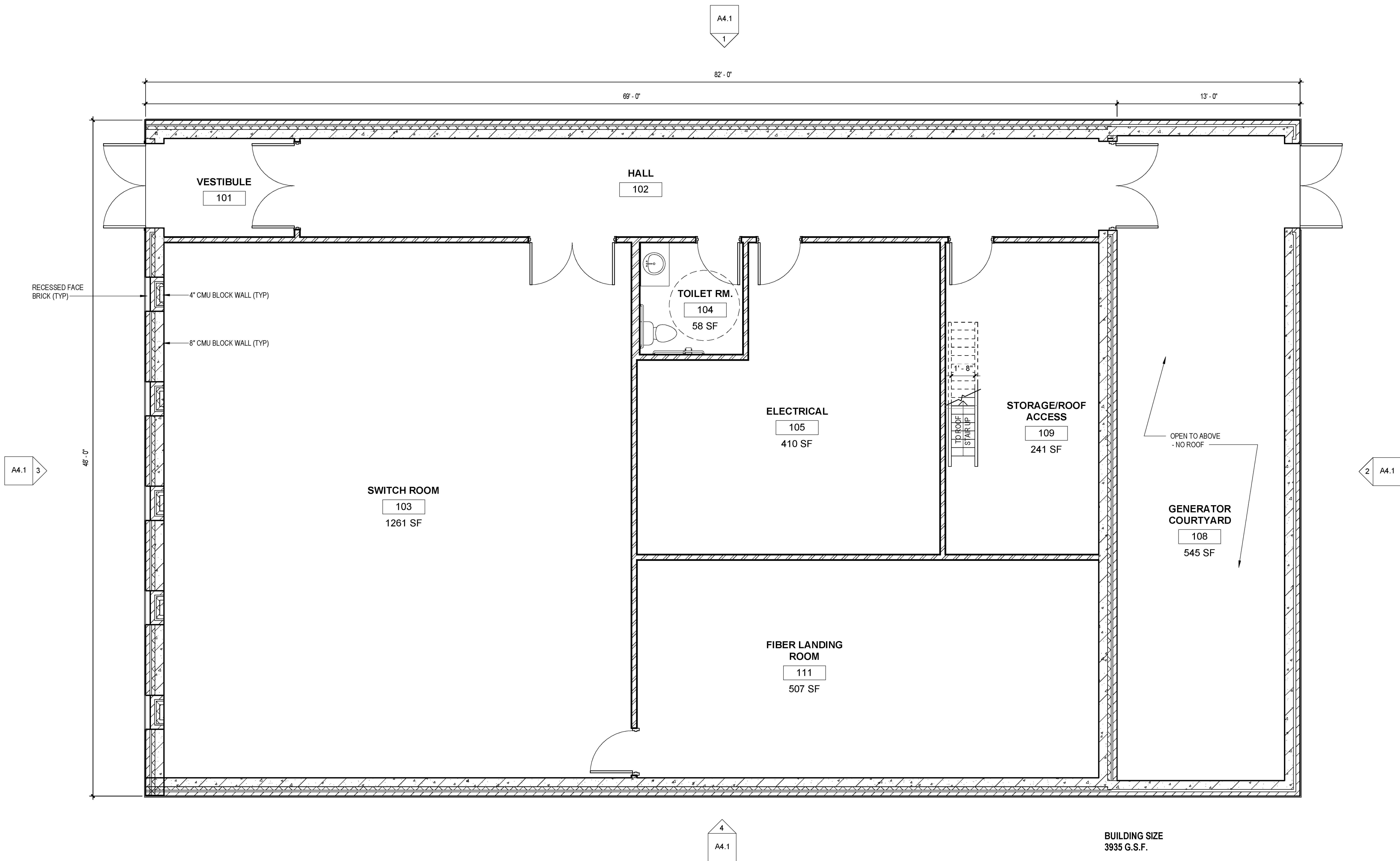
3819 WEST BROADWAY
ROBBINSDALE, MN
LANDSCAPING PLAN

PROJECT NUMBER 24-033
DATE 01/08/25
DRAWN BY LFM
CHECKED BY TLM

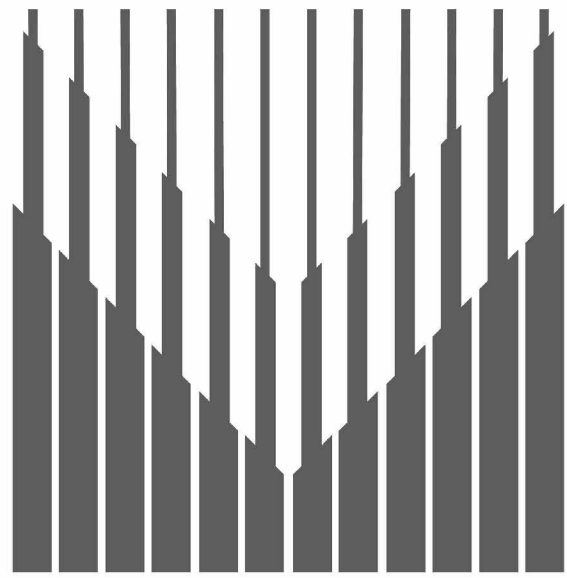
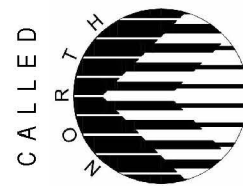
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1 FLOOR PLAN
1/4" = 1'-0"



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No.	Description	Date

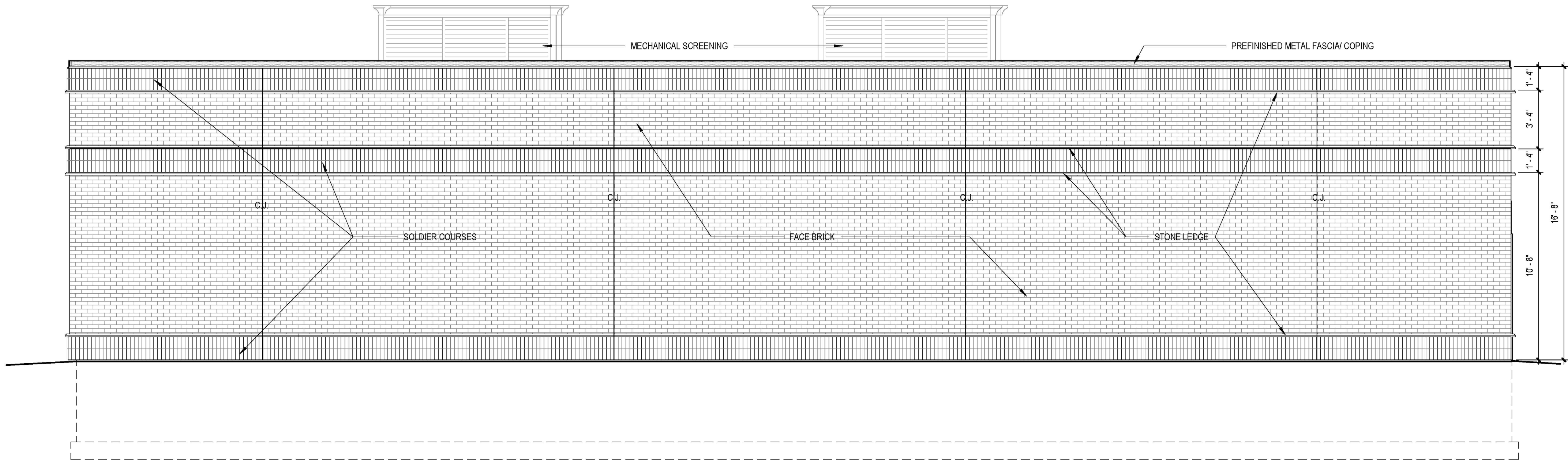
US INTERNET
ROBBINSDALE CO
BUILDING

3819 WEST BROADWAY
ROBBINSDALE, MN
PLANS

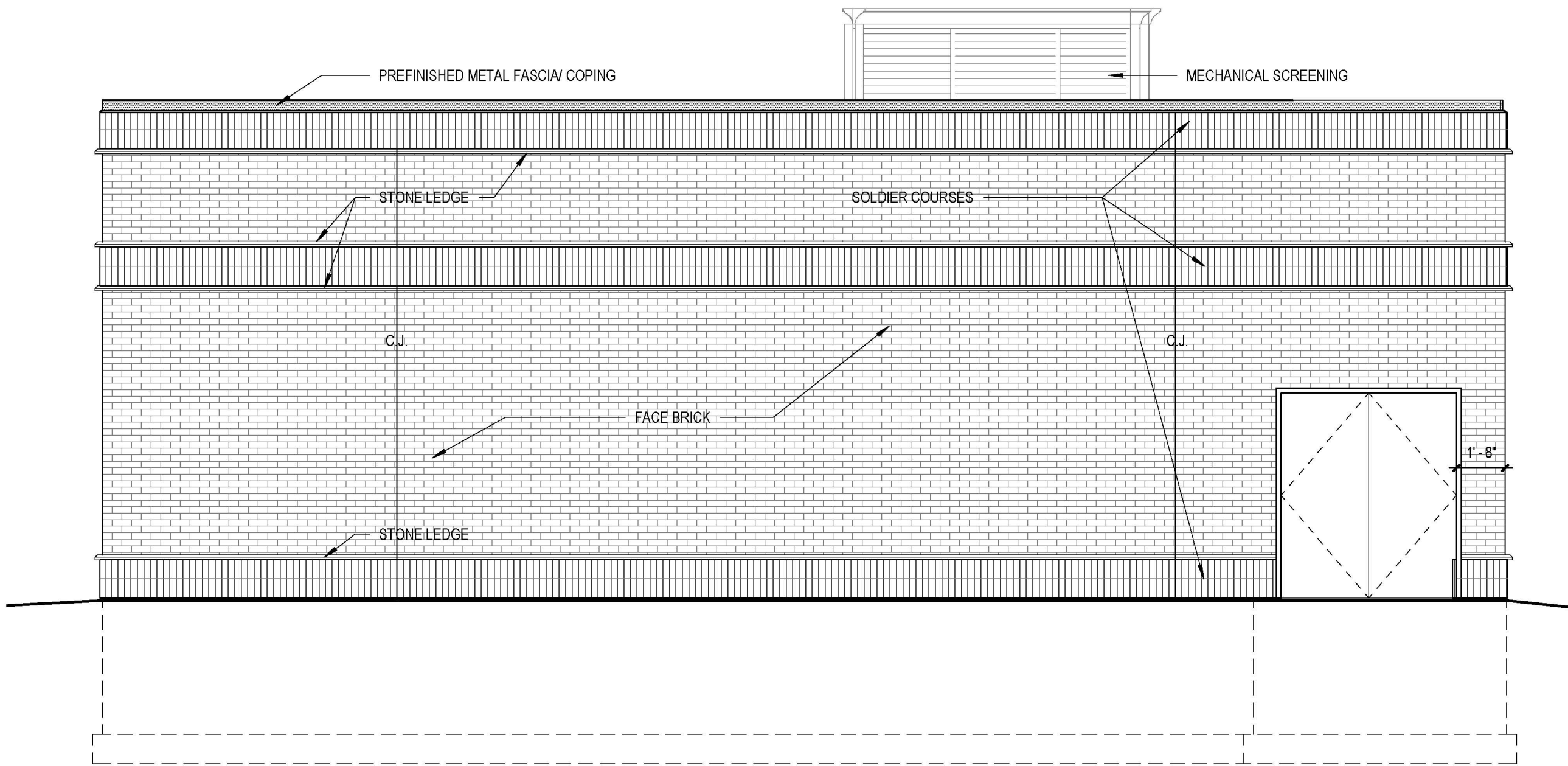
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DATE 01/08/25
DRAWN BY LFM
CHECKED BY TLM

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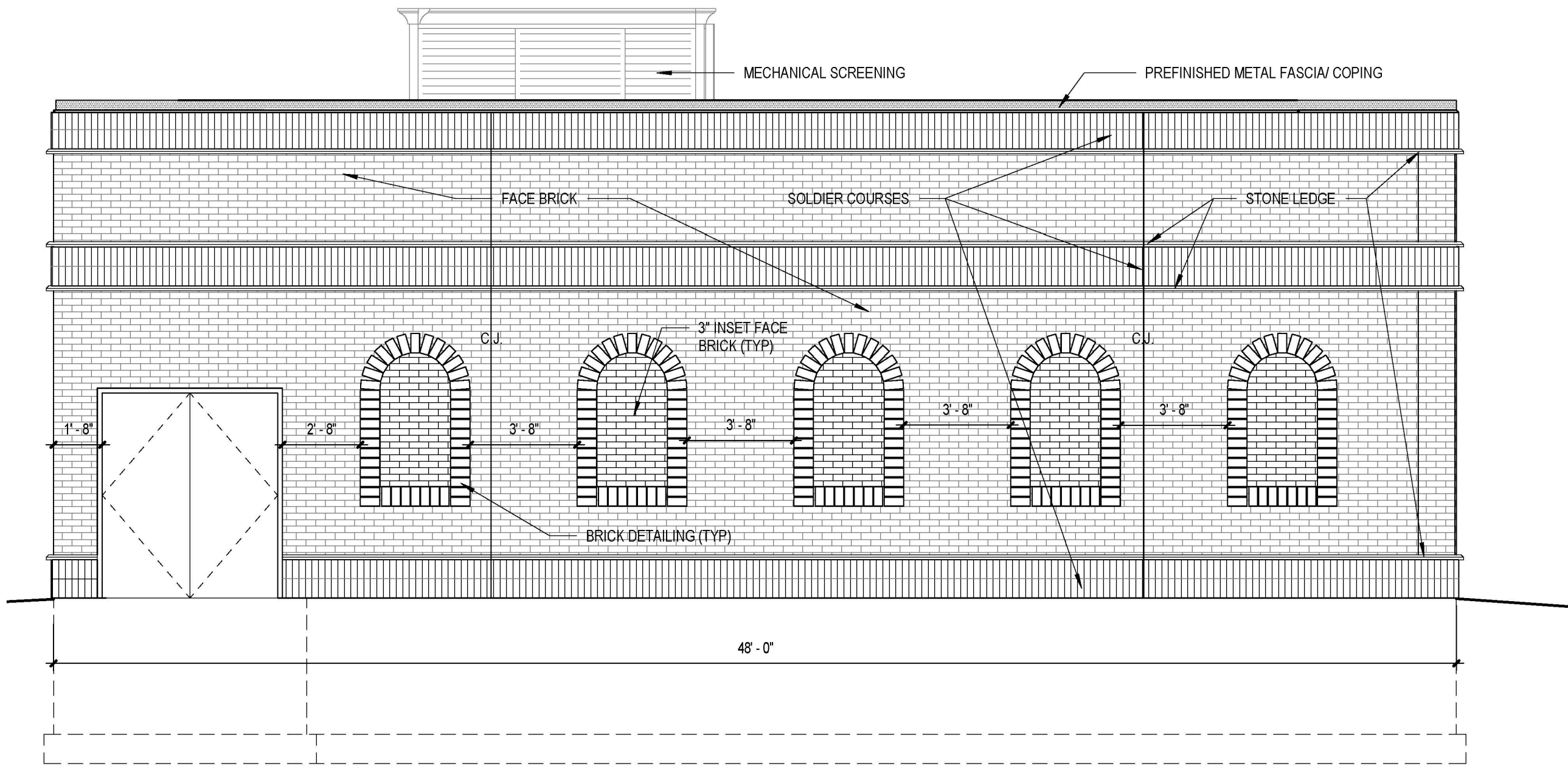
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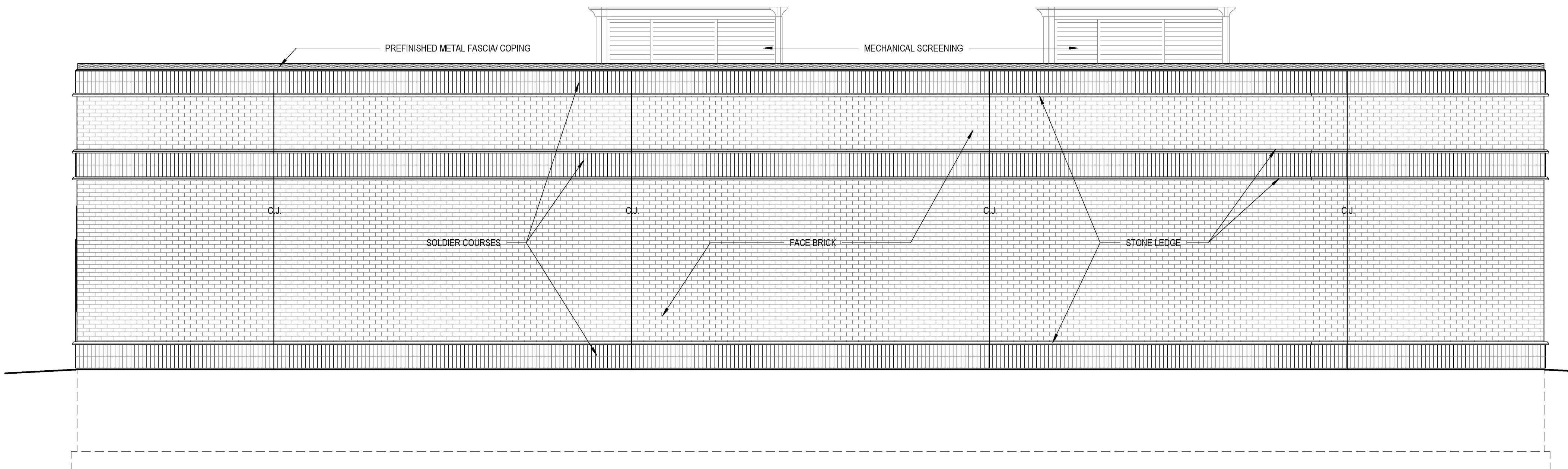
1 EAST ELEVATION
1/4" = 1'-0"



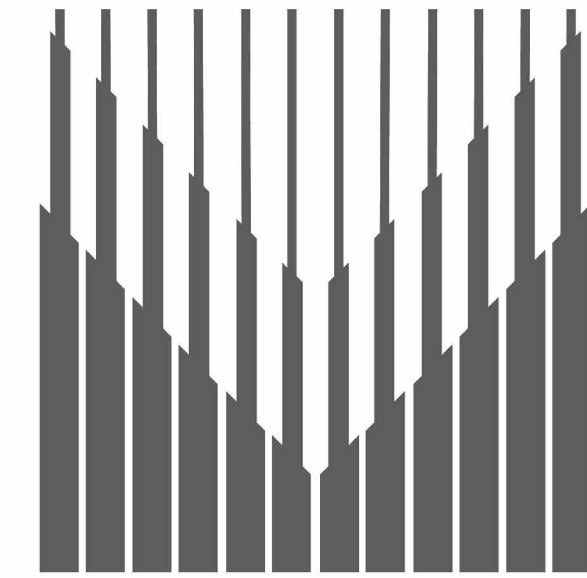
2 SOUTH ELEVATION
1/4" = 1'-0"



3 NORTH ELEVATION
1/4" = 1'-0"



4 WEST ELEVATION
1/4" = 1'-0"



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REVISIONS

No.	Description	Date

US INTERNET
ROBBINSDALE CO
BUILDING

3819 WEST BROADWAY
ROBBINSDALE, MN
EXTERIOR ELEVATIONS

PROJECT NUMBER 24-033
DATE 01/08/25
DRAWN BY LFM
CHECKED BY TLM

A4.1





USI Robbinsdale

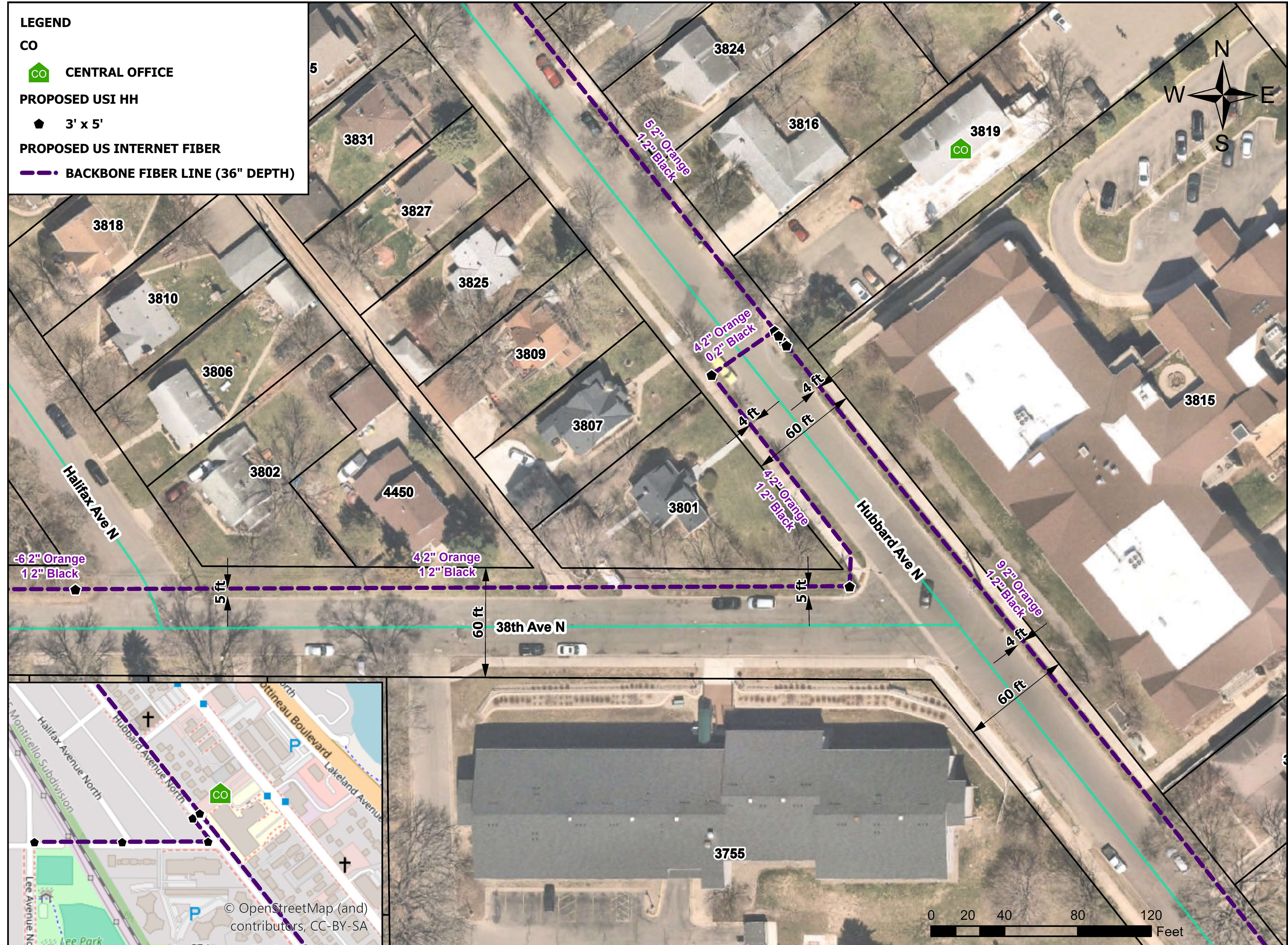
Preliminary Rendering

View from Hubbard Ave N

01-22-2025



US INTERNET PLANNED FIBER ROUTE ROBBINSDALE CENTRAL OFFICE



Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 4th day of March, 2025.

RESOLUTION NO.

A RESOLUTION APPROVING VARIANCE REQUEST V25-1 TO ALLOW A BUILDING TO BE SETBACK 30 FEET FROM THE REAR YARD PROPERTY LINE AT 3819 WEST BROADWAY

WHEREAS, the applicants US Internet requests to setback their building 30 feet from the front yard property line which requires a variance from city code; and

WHEREAS, the Planning Commission conducted a public hearing on February 20, 2025 and adopted a motion recommending approval of the variance request based upon the following findings of fact:

- a. That the property is in the mixed-use area and therefore consistent with the Robbinsdale 2040 Comprehensive Plan;
- b. That this setback allowance will provide additional security to the private utility building;
- c. That the property is only 50% within the Transit Overlay District;
- d. That this 30 foot setback distance will mirror neighboring properties along the southern half of West Broadway; and

WHEREAS, the Council accepts these findings:

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Robbinsdale, Minnesota, that Variance request V25-1 to allow a 30-foot setback for a non-residential building at 3819 West Broadway (legally described in Attachment B Variance Application) pursuant to Section 530.09 Subd.3 and 535.05 is hereby approved.

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

And the following voted against the same:

WHEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED THIS 4th DAY OF MARCH, 2025.

Bradley Sutton, Mayor

Attest:

Chase Peterson-Etem, City Clerk



TO: Mayor and City Council

PREPARED BY: Heather Rand, Community Development Director

APPROVED BY: Tim Sandvik, City Manager

DATE: March 4, 2025

RE: Consider Resolution Approving Conditional Use Permit (CUP) for 3819 W Broadway (US Internet)

Background:

US Internet has submitted a Conditional Use Permit (CUP) application on behalf of the property owner Rbbnsdl Clnc Hldng Co Llc to redevelop the 0.45-acre property parcels located at 3819 West Broadway, for use as a “private utility building”. Redevelopment consists of demolishing the current Robbinsdale Clinic and constructing a 3935 square foot brick building in its place. The location is shown in **Attachment A**.

Analysis:

US Internet is requesting a Conditional Use Permit (CUP) to be able to operate a private utility building at 3819 West Broadway. US Internet specializes in providing high speed internet and related services to residential, commercial and public customers via fiber optic underground cables and secure data servers. They wish to be able to use this property as a facility to branch out their high speed internet/data product to the community and surrounding areas. US Internet is hoping to construct a 3935 square foot brick building with a rear yard parking lot for their private data and control center operations. Staff review of the plan set noticed that the Transit Overlay District setback from West Broadway was not being met. The applicant has submitted a Variance application to abstain from this district’s setback standards to which the Robbinsdale Planning Commission recommended on February 20th, 2025 the city council approve.

On [November 21, 2024](#), the Planning Commission reviewed a Zoning Text Amendment to city code that would allow the use of a “private utility building” within our Residential-Business Zoning District (RB), as well as a rezone of the subject property to the Residential-Business Zoning District. Both items received a recommendation of approval with no added conditions.

On [December 3, 2024](#), the City Council reviewed both items, heard a staff presentation and gave approval for both. Allowing the use of “private utility buildings” as a conditional use with the Residential-Business Zoning District and to rezone 3819 West Broadway into a Residential-Business Zoning District.

On January 9, 2025, US Internet submitted a 60-day extension request to allow for additional time due to practical challenges they faced meeting the Transit Overlay Districts design requirements.

On February 4, 2025, City staff met with the applicants and provided feedback to the proposed plan and their CUP application gained staff support.

PROPERTY LOCATION:

Detailing the location of this proposed project is included with the applicant's submittal. The project site is 0.45 acres and holds the following PID.

- 0602924410017

COMPREHENSIVE PLAN:

This property is guided by the City's Comprehensive Plan as a Mixed-Use Commercial future land use area, as noted in **Attachment B**. A property designated for commercial mixed use will be expected to have some commercial or office uses as well as residential, even if residential becomes the primary use of the area or property. This proposed use coincides with our comprehensive plan.

TRANSIT OVERLAY DISTRICT STANDARDS:

A portion of this property is within the Transit Oriented Overlay (TOD) district. TOD goals when Implemented, result in more pedestrian-oriented buildings with built close to street lines, in addition to reduction of parking requirements and increased building height allowances based upon adjacent right-of-way widths. This use and building are subject to the standards of this district. The entire plan set can be viewed in **Attachment C**.

Building Facades and Design Features

- Setback – Commercial Buildings within the TOD along A-street (West Broadway) are required to have a 3 ft. maximum setback. This building does not accomplish this requirement and is pursuing a variance instead. The building has a 6ft. side yard setback which is being met. The rear yard setback standard within the TOD is based on the applicable zoning district the lot is within. This property is located inside the Residential-Business district, and as such, a rear yard setback of 20% is required of the lot's depth. The rear yard setback conditions are being met.
- Lot Coverage – The TOD has a lot coverage requirement of 80% for buildings and the proposed project has a building coverage of 19%.
- Front Buildout – Buildings along A-street (West Broadway) within the TOD have a 70% minimum building frontage buildout requirement to fulfill the desired goal with the Comprehensive Plan. This requirement is being met with the building fronting 73% of West Broadway.
- Glazing (glass windows) – The TOD has a set desire to see certain glazing percentages on buildings within the TOD to show visual appeal within the downtown area. Buildings along A-street (West Broadway) are required to have 50% of the building frontage glazed. This requirement is being met.

Exterior Building Materials

Buildings in the TOD are required by city code to have exterior wall materials consisting of modular brick, natural stone; and/or Portland cement stucco or similar. Accent materials may be tile, stone, metal and/or wood. The proposed building consists of brick and stone for the main material. Accent material of the building includes prefinished metal fascia. These materials are compatible with the TOD standards.

Building Height

This property is within the West Broadway Corridor section of the TOD. This area is permitted

to construct a building to the height of three stories. This building is a compliant.

Parking

Off-street parking inside the TOD is encouraged to be done underground. This proposal is for 5 parking spaces with one handicap in the rear yard of the property with curb cut along Hubbard Ave as per City Engineering recommendation. City staff are comfortable with the amount of parking proposed. The TOD bases parking amounts off of the use of the property. The use of a private utility building is not specified within the TOD, so staff had an internal review of the amount proposed and found it to be acceptable as the site will not have retail (customer) activity or product deliveries.

Landscaping

Per the TOD, all open areas of any site, except for that portion used for parking, driveways, and storage, must be landscaped and incorporated in a landscape plan, conforming with the requirements of the General Performance Standards Section [510.25](#) of the code. The TOD requires that parking areas must be screened from public streets, sidewalks and paths by a landscaped frontage strip at least five feet wide. Staff find the plans illustrate that this code standard is being met and is clearly delineated within their proposed landscaping plans. The city's arborist has reviewed their landscaping plans and found them acceptable with the condition that three trees currently on the property be left untouched. These include two Scotch pine trees located in the southwest corner of the lot and a large heritage Black Locust tree located near the middle of the lot. Applicant updated their landscaping plan to comply with city arborist request and such landscaping plan is in **Attachment C**.

Signage

No signage is proposed for this project. If it was, the applicant would comply with the city code.

CITY ENGINEER REVIEW:

The City Engineer had an opportunity to review the proposed project and provided a comment dated January 6th, 2025, regarding comments on the project. Key comments from the memo are below:

- Any approval of the proposed building does not guarantee approval of any proposed conduit (internet fiber) routes. All work within the public Right-of-Way will require separate permits from the city and/or county.
- All utilities to the new facility will be underground.
- Given the disturbance to the site that will be caused during construction, it is recommended that all existing infrastructure, landscaping and appurtenances left over from the previous use of the site should be removed with new infrastructure and landscaping being provided. Comments made by the city arborist are to be incorporated as feasible.
- Parking spaces to be provided shall relate to the number of operational and service staff required at the facility, with excess spaces being removed and converted to landscaping.
- The Certificate of Occupancy should be withheld until a test can occur verifying that the screened, outdoor generator while in operation is not breaking city noise ordinance.

CONDITIONAL USES FINDING OF FACTS:

The Planning Commission at their February 20th, 2025 public meeting considered the CUP.

Findings of fact regarding any adverse effects of the proposed conditional use and what additional requirements may be necessary to reduce such adverse effects were reviewed. The

planning commission judgment per state statute was based upon, but not limited to, the following factors:

1. Consistency with the City Comprehensive Plan. *The proposed private utility building supports the residential-business use which is consistent with the Comprehensive Plan.*
2. The geographical area involved. *The neighboring properties have their buildings setback in a similar distance to West Broadway.*
3. Whether such use will cause deterioration of the area in which it is proposed.

No deterioration of the neighborhood will occur because of this use.

4. The character of the surrounding area. *The building design and materials used are consistent with the neighboring buildings.*
5. The demonstrated need for such use. *The applicant is requesting this use to be able to operate their business within the city and surrounding cities, which will increase high speed, fiber optic internet service options for residents and businesses in Robbinsdale. This additional competition for such service needed.*
6. Whether the proposed use would cause odors, dust, flies, vermin, smoke, gas, noise or vibration, or would impose hazards to life or property in the neighborhood. *The plan set for the building shows that they will not creating hazards to the surrounding areas. All fiber optic expansion in the city will be reviewed diligently by the Engineering Department. The noise created by this use will not be an issue since there is a city maximum decibel limit to ensure no noise violations occur that applicant has agreed to adhere to.*
7. Whether such use would inherently lead to or encourage disturbing influences in the neighborhood. *The use will not lead to or encourage disturbing influences in the neighborhood.*
8. Whether stored equipment or materials would be screened and whether there would be continuous operation within the visible range of surrounding residences.

Not applicable.

PUBLIC HEARING:

Notice of this public hearing was published in the city's official newspaper and posted on the city's bulletin board 10 days prior to this meeting. Mailed notices were also mailed to all city properties 350 feet away from this address. City staff received no inquiries from residents opposed to the CUP (or variance).

PLANNING COMMISSION:

The Planning Commission discussed this proposal at their regularly scheduled meeting on February 20th and held a public hearing for members of the audience. A few members of the public did step forward and spoke in favor of the CUP and related code variance applications for US Internet at this site. After the public hearing was closed, the Planning Commission deliberated and voted unanimously to recommend approval by city council with the CUP with conditions specified by staff.

Recommendation:

Staff recommend the city council motion and adopt draft resolution (**Attachment D**) that approves the Conditional use permit request Z25-2 to allow the use of a private utility building at 3819 West Broadway with the following conditions:

1. The generator on site will not exceed 70dBA as delineated in city code.
2. This property will be permitted for a parking lot with 5 parking spaces, including 1 handicap stall.
3. All future fiber optic cable installations inside the public right of way must be routed in a manner authorized by the City Engineer with appropriate city permits applied for.
4. A city building permit is required prior to construction.

Attachments:

1. Attachment A - Hennepin County Aerial Map
2. Attachment B - Comprehensive Plan Map
3. Attachment C - US Internet Conditional Use Permit Plan Set
4. Attachment D - Draft Resolution



PARCEL ID: 0602924410017

OWNER NAME: Rbbnsdl Clnc Hldng Co Llc

PARCEL ADDRESS: 3819 West Broadway, Robbinsdale MN 55422

PARCEL AREA: 0.45 acres, 19,527 sq ft

A-T-B: Abstract

SALE PRICE: \$245,000

SALE DATE: 09/1998

SALE CODE: Excluded From Ratio Studies

ASSESSED 2023, PAYABLE 2024

PROPERTY TYPE: Commercial-Preferred

HOMESTEAD: Non-Homestead

MARKET VALUE: \$655,000

TAX TOTAL: \$18,973.48

ASSESSED 2024, PAYABLE 2025

PROPERTY TYPE: Commercial

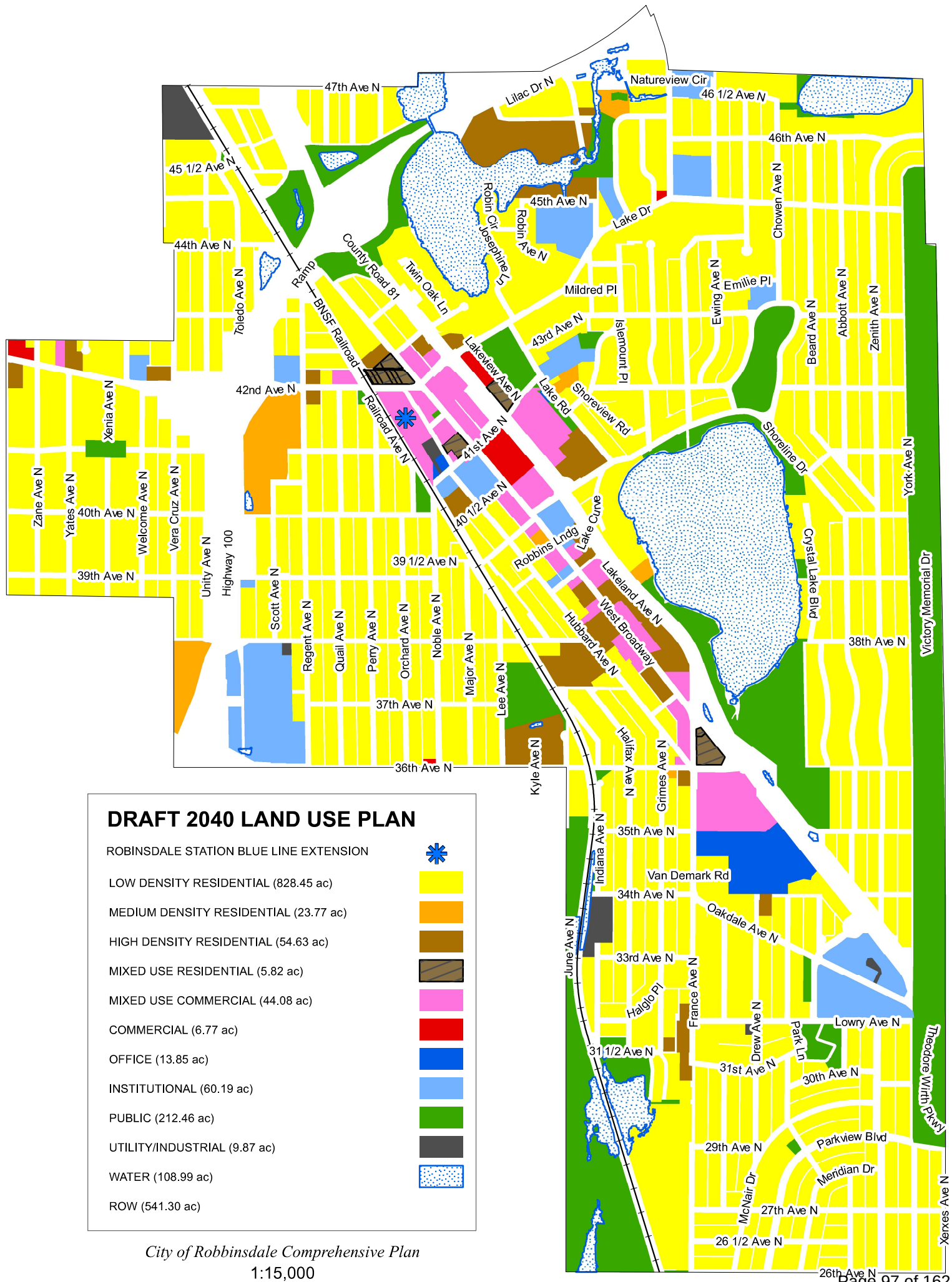
HOMESTEAD: Non-Homestead

MARKET VALUE: \$590,000

Comments:

This data (i) is furnished 'AS IS' with no representation as to completeness or accuracy; (ii) is furnished with no warranty of any kind; and (iii) is not suitable for legal, engineering or surveying purposes. Hennepin County shall not be liable for any damage, injury or loss resulting from this data.

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COUNTY 2025





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306 WEST SUPERIOR STREET, SUITE #1600
DULUTH, MN 55802 | (218) 727-1330

MEYER GROUP ARCHITECTURE ASHLAND
1022 LAKESHORE DRIVE
ASHLAND, WI 54806 | (715) 292-6493

MEYER GROUP ARCHITECTURE MINNETONKA
12450 WAYZATA BOULEVARD, SUITE 227
MINNETONKA, MN 55305 | (952) 277-6603

City of Robbinsdale
4100 Lakeview Avenue North
Robbinsdale, MN 55422
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Conditional Use Permit Application - 3819 W Broadway, Robbinsdale, MN 55422

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14	Preliminary HVAC Specifications
18	Preliminary Generator Specifications



To review references visit our website at www.robbinsdalemn.com

CONDITIONAL USE PERMIT (reference Section 535.01)

Applicant US Internet Corp.

Address 3819 W Broadway, Robbinsdale, MN 55422

Owner (if different from Applicant) _____

Owners Address 12450 Wayzata Blvd, Suite 315, Minnetonka, MN 55305

Day Phone # 612-401-5316 Cell Phone # 612-401-5316 E-mail address zjohnson@usinternet.com

Applicant's Authority (if other than Owner) _____

Legal Description of Property Lot 023 A Auditors Subd. No. 180 65x300.8

Present Zoning Classification R-B Existing Use of Property Medical and General Office

Area of Property 0.45 acres Section of Ordinance(s): 515.07. R-B Residential Business District

Please describe the proposed use/request in appropriate detail (attach additional sheets if necessary):
US Internet is proposing a new internet utility service building / data center building. US Internet requests a conditional use permit for this site to allow the Data Center.

Application for rezoning, conditional use permit, non-conforming use permit or zoning text amendment will not be accepted until the applicant has provided the information required by the applicable sections of the zoning code (see above reference). The minimum information is summarized below:

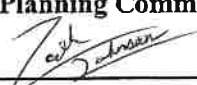
1. **Detailed written and graphic material fully explaining the request.**
2. **Certificate of Survey of property (3 copies) showing the following:**
 - A. **Location and dimensions of the existing and proposed structure(s) along with setbacks on the lot.**
 - B. **Location and use of adjacent structures.**
3. **Existing scaled floor plans, scaled elevations, and any proposed changes.**
4. **Application Fee**
5. **Floodplain Information, if applicable (see back page).**

Applications must be received 4 weeks prior to the Planning Commission meeting at which request is to be heard.

Application Deadline: 12-19-2024 Application Fee **\$250.00** *, ** Receipt # 48151

Planning Commission Date 01-16-2025 *City Council Date(s) 01-21-2025 & 02-04-2025
(*Tentative: final date will be announced at the Planning Commission meeting.)

The undersigned acknowledges/declares that all the facts and representations stated in this application are true and by signing, acknowledges the cost and the procedure for the processing of this application and certifies that the property described by the provided address is not tax delinquent. Furthermore, undersigned grants City staff entry upon the land in question to perform any necessary site inspections during the duration of the project. **Applicant should be represented at the Planning Commission meeting and the City Council public hearing.**



Signature of Applicant (and Owner if other than applicant)

12-18-2024

Date

***Applicant may be liable for additional expense such as legal fees.**

****Applicant may be billed for additional staff time.**

Written Narrative - 3819 W Broadway, Robbinsdale, MN 55422

Summary of Request

US Internet is proposing a new internet utility service building / data center building on this site, located between West Broadway and Hubbard Ave N. The site is currently zoned as an R-B residential-business district with a TOD overlay. There is currently one building on the site that operates as a medical clinic. The proposed use of a data center is permitted in the zoning district, permitted a conditional use permit is granted.

City Comprehensive Plan

US Internet requests a conditional use permit be granted due to the building's ability to fulfill the purpose of the residential-business district which is to provide for the transition in land use from residential to business. The residential scale of the building, along with its professional use exemplifies this zoning district and creates a smooth transition between the neighboring R-1 single family residential district, and the denser R-B district.

Geographical Area & Need for Use

Located in between W Broadway and Hubbard Ave N, the site bridges an R-1 single family residential district and an R-B residential business district. The introduction of the data center will allow US Internet to expand their internet and data center services to the Robbinsdale neighborhood with minimal disturbance to the current city fabric. There is no reason to believe the data center will cause deterioration in the surrounding area or attract disturbing influences in the neighborhood. The new building will blend in with the residential scale and fit the existing identity of the surrounding neighborhood through a simple form and complimentary materials.

Equipment & Operation

HVAC

The proposed building will likely include 2 Liebert MCS056 units (see attached specification sheet), 2 furnaces, and 2 condenser type systems, or comparable. These units will likely be placed on the roof and screened. The existing building has 4 or 5 units currently. The new HVAC equipment will produce noise levels very similar to what the current medical building is currently running.

Generator

The generator will be placed at the rear of the building and enclosed on four sides with a full height CMU structure and a critical exhaust silencer. The decibel level of the generator without the enclosure is 80 db, however, the CMU enclosure will further reduce the decibel level and entirely conceal the unit from view of all neighbors. According to the Institute for Research in Construction, 8" block walls have a sound transmission class (STC) of between 45-50 which roughly equates to decibel levels, meaning the CMU enclosure will greatly reduce the noise levels of the generator. The enclosure will also continue the brick veneer siding to match the rest of the building.

The generator will not run often, as it is for emergency power only. There will be an exercise cycle once a month for a period of 35 to 60 minutes. This can be programmed for any specific time and day. As requested, it will only occur Monday - Friday between 9am and 3pm, excluding holidays. The generator will be sized to provide power to the complete facility upon a power failure from the local Electrical Utility for 24/7 operation until power is restored. Once power is restored, it will go through a cool down cycle for 35 minutes and then turn off. The generator is required for all electronics and cooling of USI equipment to ensure they can provide the best service to their customers.

We appreciate your consideration.

Electrical Information - 3819 W Broadway, Robbinsdale, MN 55422

A well-designed DC power system for computers can be very efficient, with high-quality DC-DC converters achieving efficiencies around 95% or higher, meaning that roughly 95% of the input power is converted to usable power for the computers, making it significantly more efficient than traditional AC power. Below is more information regarding the building power usage and generator:

Power Usage:

- 600A 120/208V 3 phase Electrical service with full generator back-up.
- All interior and exterior lighting
- Water heater is electric on demand
- Cooling and heating for building common area RTU
- Cooling for Switch room are two 10-ton Liebert CRAC units.
- Electrical for Switch room: A -48V Rectifier/DC plant with Batteries will provide the power for all the Switching equipment. There is also a 10 KVA UPS for two pieces of equipment that run on 120V. Both the Rectifier plant and the UPS provide constant power to cover an electrical outage until the Generator starts and is online. Having these items ensures all equipment has a constant and clean energy source that is more efficient and reliable than being on only utility power
- A similar site, built approximately 5 years ago, had a 2024 average monthly demand of 37.22 KW (103.39 amps at 120/208V 3 phase) and average Monthly usage was 24511.56 KWH. Usage will go up as more pieces of equipment are added, but this shows a good average of what is currently being used. Every month electrical consumption and demand are very similar. This is due to the efficiency of the DC plant, cooling equipment and electronic equipment. There is not the typical high usage and low usage due to time of day and customer traffic in other commercial facilities. The size of the electrical service and generator installed is also for redundancy in the case of any outage from Utility

Generator Information:

- Generator Size: 265KW 15'-6" Length x 6'-0" W x 7'-10" Height 11,025 LBS
- Generator Enclosure: Level 2 Weather and Soundproof aluminum housing corrosion resistant with powder with baked on enamel powder coat and Critical Exhaust silencer
- Fuel Source: Natural Gas
- DB Level: 80 db
- The generator will be located outside the main building and surrounded by Block/Brick walls to conceal the unit. The enclosed walls will further reduce the db level and the generator will be behind the block/brick walls
- The generator is for Emergency only when there is a loss of power. There will be an exercise cycle once a month for a period of 35 to 60 minutes. This can be programmed for any specific time and day
- The generator will be sized to provide power to the complete facility upon a power failure from the local Electrical Utility for 24/7 operation until power is restored. Once power is restored, it will go through a cool down cycle for 35 minutes and then turn off
- The generator is required for all Electronics and Cooling of USI equipment
- For more information, see attached specifications sheet on page 17

Responses to City Comments from 02.04.25

Tree Preservation

US Internet is committed to preserving as many trees on this site as possible. There is currently a black locust tree, identified as a heritage tree, located about 100' from W Broadway along the southern property line. Due to the tree's size and its close proximity to the existing building, which will be demolished, it would be incredibly difficult to preserve. Most of the tree's roots are beneath the existing parking lot and building foundation and would receive significant damage during demolition.

However, two Scotch pines located in the southwest corner of the property, near Hubbard Ave, will be preserved. These trees are noted on the landscape plan with specific preservation instructions for the construction phase. The remaining trees are either already dead, in poor health, or otherwise cannot be preserved due to their proximity to the demolition and construction areas.

Landscape Design

A winding driveway was recommended for access to the parking lot, adding security and visually enhancing the rear of the building from the street. While we acknowledge the reasoning behind the suggestion, we believe that a winding driveway would ultimately be more harmful than beneficial. To preserve the existing Scotch pines on the southwest corner, the driveway would need to curve closer to the neighboring residential property, potentially increasing noise and disturbances for the residents. Also, a curved driveway requires more surface area than a straight one, leading to wasted materials, reduced planting space, and the creation of more impervious surfaces, which could result in potential water runoff issues.

Additionally, the inclusion of landscape boulders was recommended to add security to the front of the building. However, with the 30-foot setback, boulders are not needed for security, and incorporating more plantings would be a more visually appealing choice.

ALTA/NSPS LAND TITLE SURVEY FOR:
US INTERNET

LEGAL DESCRIPTION:

Lot 23, Auditor's Subdivision No. 180, according to the plat thereof on file and of record, Hennepin County, Minnesota

Abstract property

GENERAL SURVEY NOTES:

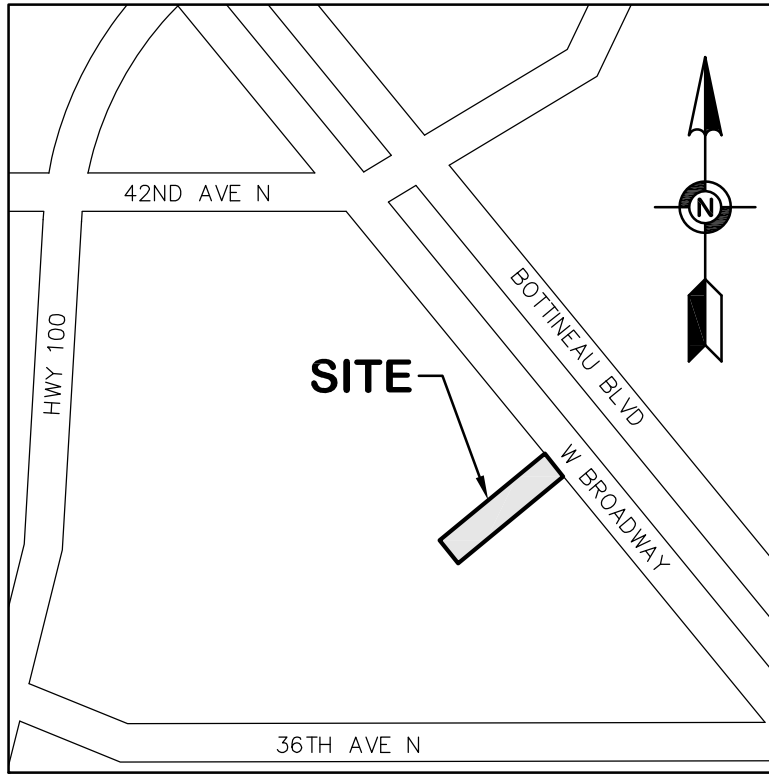
- The orientation of this bearing system is based on the Hennepin County coordinate grid (NAD 83-2011 Adj.).
- The legal description and easement information used in the preparation of this survey is based on the Commitment for Title Insurance prepared by Old Republic National Title Insurance Company, Commitment No. ORTE750222 dated September 29, 2024 at 7:00 A.M..
- The surveyed property has direct access to West Broadway and Hubbard Avenue North, both being right of ways.
- No evidence of cemeteries, burial grounds or gravesites was observed in the process of conducting the fieldwork.

OPTIONAL TABLE A ITEMS:

- Monuments have been placed at all major corners of the surveyed property described hereon, unless already marked or referenced by existing monuments or witnesses in close proximity to the corner.
- The address of the property described hereon is 3819 West Broadway Robbinsdale, Minnesota 55422
- The property described hereon lies within Flood Zone "X" (areas of minimal flood hazard) per Federal Insurance Rate Map No. 27053C 0214 F, dated November 4, 2016.
- The total area of the property described hereon is 19,647 square feet or 0.45103 acres.
- No zoning report or letter was received from the insurer pursuant to Optional Table A Item 6(a), as set forth in the 2021 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys.
- Exterior building dimensions are depicted hereon.
- The exterior building footprint area at ground level is depicted hereon.
- The measured building height is depicted hereon.
- Substantial features observed in the process of conducting the fieldwork are depicted hereon.
- As of the date of this survey the property described hereon contains a total of 1 handicapped space.
- Existing utilities, services and underground structures shown hereon were located either physically, from existing records made available to us, by resident testimony, or by locations provided by Gopher State One Call, per Ticket No. 242782685. However, lacking excavation, the exact location of underground features cannot be accurately, completely and reliably depicted. Where additional or more detailed information is required, the client is advised that excavation may be necessary. Other utilities and services may be present and verification and location of all utilities and services should be obtained from the owners of the respective utilities prior to any design, planning or excavation.
- The names of adjoining owners according to current tax records are depicted hereon.
- The intersection of West Broadway and 39th Avenue North is located 400 feet Northwest of the Northwest corner of the surveyed property.
- As of the date of this survey there is no observable evidence of current earth moving work, building construction or building additions on the property described hereon.
- The plottable offsite easements or servitudes disclosed in documents provided to the surveyor are depicted hereon.

SURVEY ITEMS PER SCHEDULE B:

There are no survey related items in Schedule B, Part II



VICINITY MAP
NOT TO SCALE

CERTIFICATION:

To U. S. Internet Corp., a Minnesota Corporation; Robbinsdale Clinic Holding Company, LLC, a Minnesota limited liability company; and Old Republic National Title Insurance Company:

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2021 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 1, 2, 3, 4, 6(a), 7(a), 7(b)(1), 7(c), 8, 9, 11(a), 13, 14, 16, and 18 of Table A thereof. The fieldwork was completed on October 11, 2024.

Date of Plat or Map: October 17, 2024

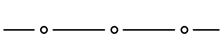
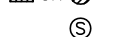
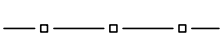
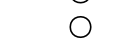
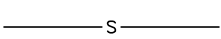
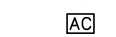
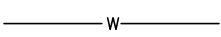
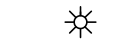
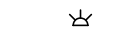
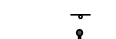
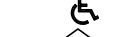

Eric A. Roeser
Minnesota License No. 47476
eroeser@efnsurvey.com

GOPHER STATE ONE CALL NOTE:

List of utilities notified per Gopher State One Call Ticket No. 242782685.

COMCAST
CITY OF ROBBINSDALE
CITY OF ROBBINSDALE FIBER
CENTURYLINK - CTCLQ
CENTER POINT ENERGY
MCI
METRO TRANSIT FACILITIES
NORTH MEMORIAL HOSPITAL
XCEL ENERGY

LEGEND:

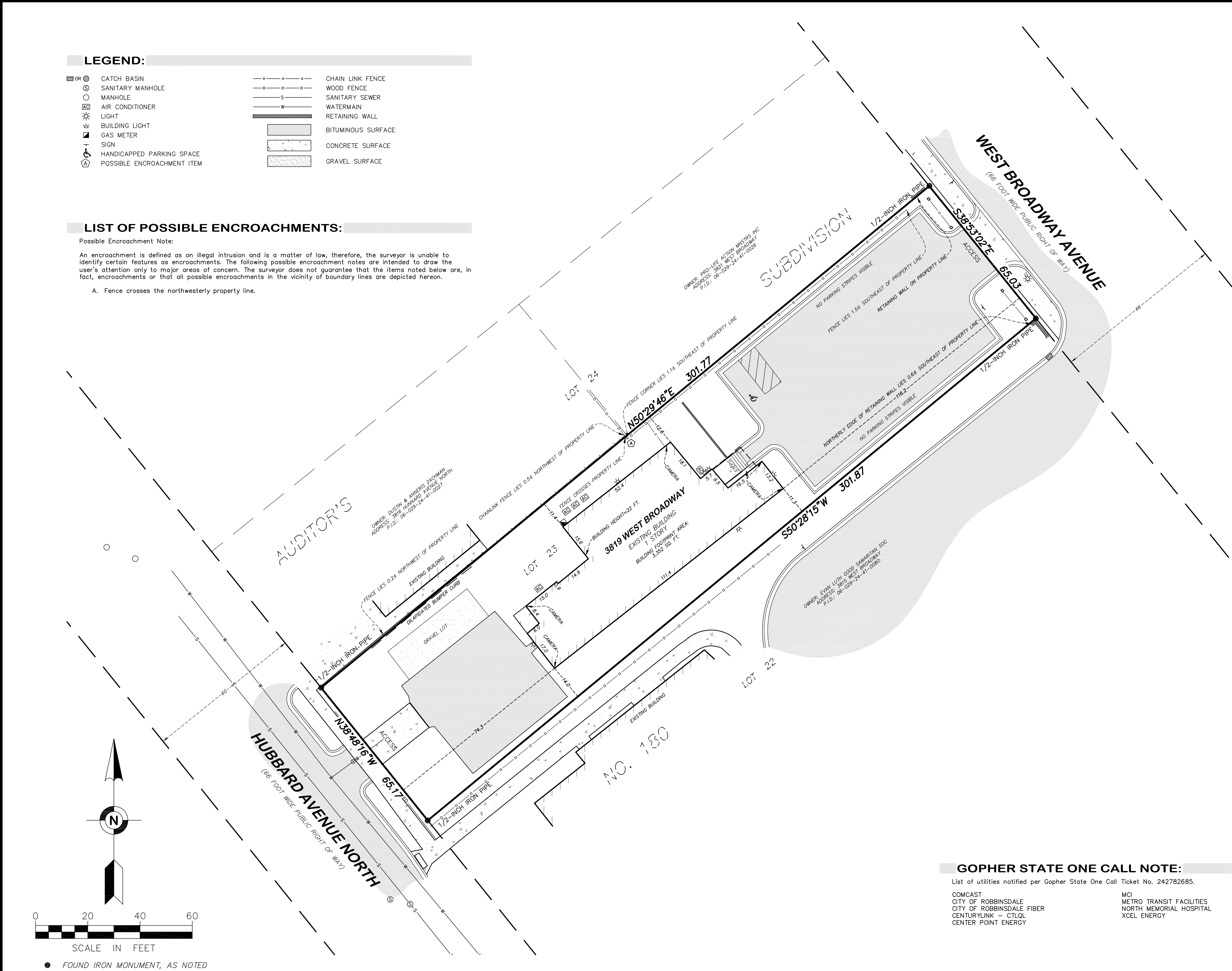
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|--|--|
|  CATCH BASIN |  CHAIN LINK FENCE |
|  SANITARY MANHOLE |  WOOD FENCE |
|  MANHOLE |  SANITARY SEWER |
|  AIR CONDITIONER |  WATERMAIN |
|  LIGHT |  RETAINING WALL |
|  BUILDING LIGHT |  BITUMINOUS SURFACE |
|  GAS METER |  CONCRETE SURFACE |
|  SIGN |  GRAVEL SURFACE |
|  HANDICAPPED PARKING SPACE | |
|  POSSIBLE ENCROACHMENT ITEM | |

LIST OF POSSIBLE ENCROACHMENTS:

Possible Encroachment Note:

An encroachment is defined as an illegal intrusion and is a matter of law, therefore, the surveyor is unable to identify certain features as encroachments. The following possible encroachment notes are intended to draw the user's attention only to major areas of concern. The surveyor does not guarantee that the items noted below are, in fact, encroachments or that all possible encroachments in the vicinity of boundary lines are depicted hereon.

- Fence crosses the northwesterly property line.



FIELD BOOK	PAGE	FIELDWORK CHIEF:	REVISIONS		
		L.V.	NO.	DATE	DESCRIPTION
		DRAWN BY:			
		DAV			
		CHECKED BY:			
		EAR			
DRAWING NAME: 42286 ALTA.dwg					
JOB NO. 42286					
FILE NO. 5087					

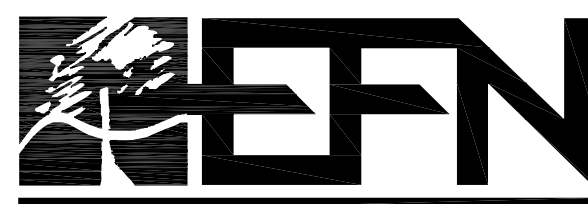
ALTA/NSPS
LAND TITLE SURVEY

SURVEY FOR:

US INTERNET

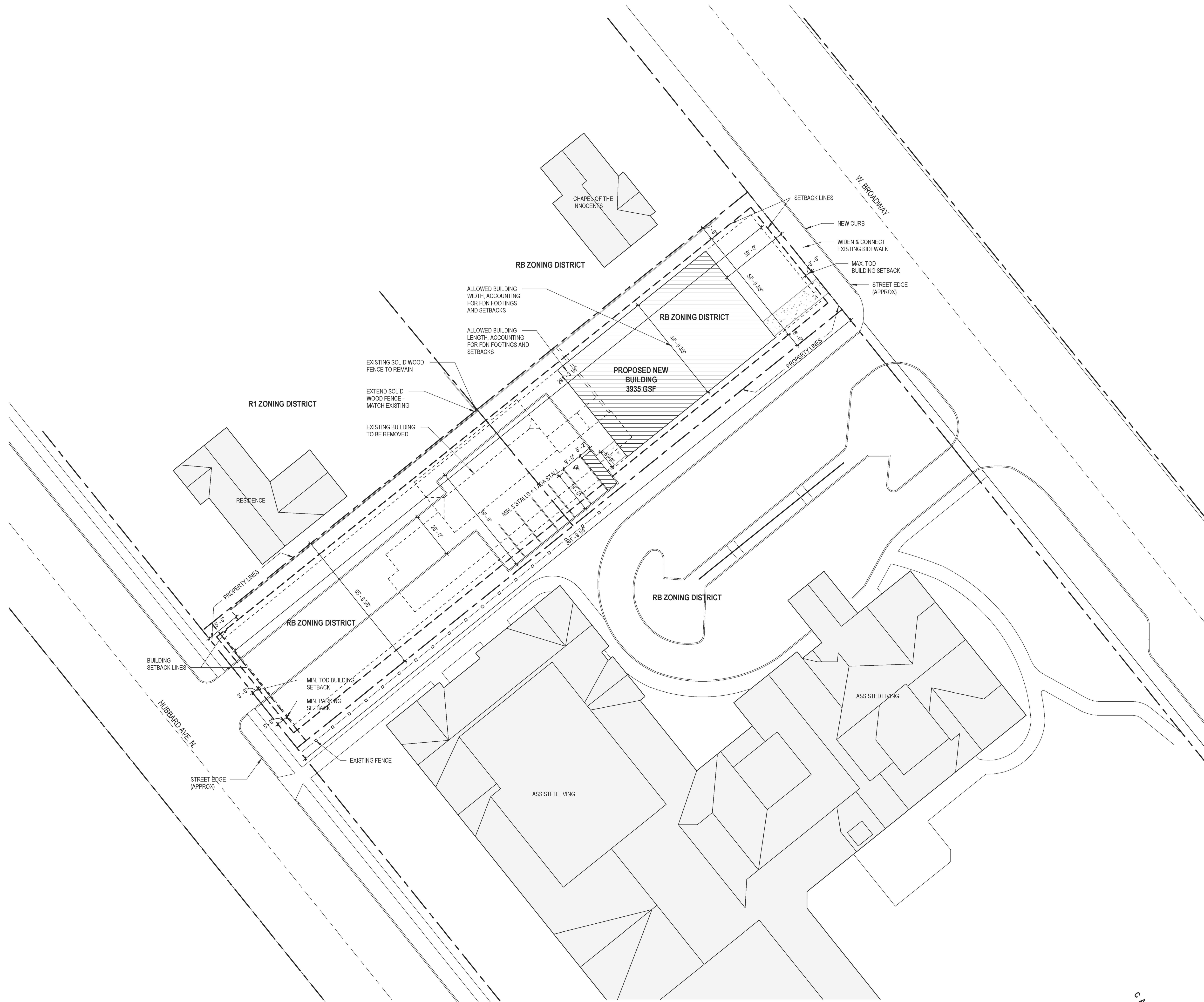
PROPERTY ADDRESS:

3819 West Broadway
Robbinsdale, Minnesota 55422

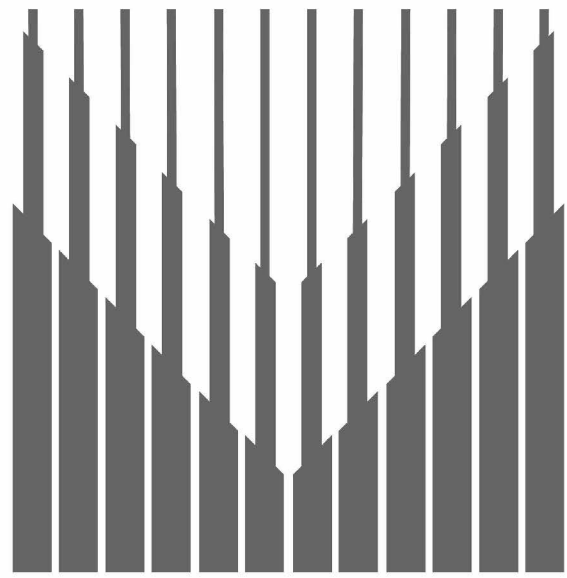
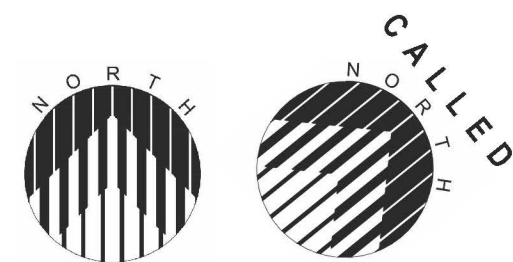


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1 SITE PLAN
1" = 20'-0"



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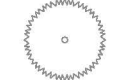
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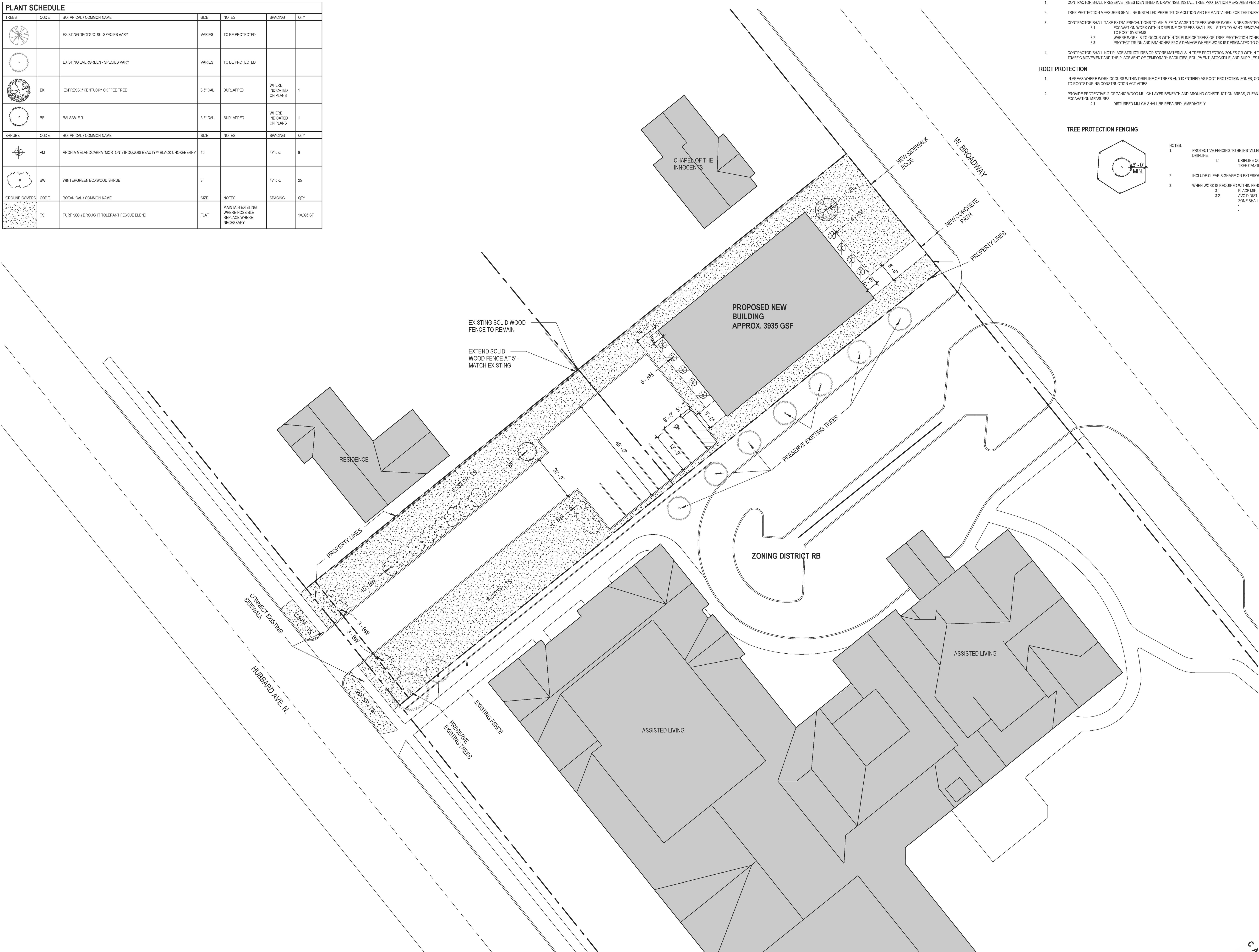
3819 WEST BROADWAY
ROBBINSDALE, MN
ZONING PLAN

PROJECT NUMBER 24-033
DATE 02/10/25
DRAWN BY LFM
CHECKED BY TLM

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PLANT SCHEDULE						
TREES	CODE	BOTANICAL / COMMON NAME	SIZE	NOTES	SPACING	QTY
		EXISTING DECIDUOUS - SPECIES VARY	VARIABLES	TO BE PROTECTED		
		EXISTING EVERGREEN - SPECIES VARY	VARIABLES	TO BE PROTECTED		
	EK	'ESPRESSO' KENTUCKY COFFEE TREE	3" CAL	BURLAPPED	WHERE INDICATED ON PLANS	1
	BF	BALSAM FIR	3" CAL	BURLAPPED	WHERE INDICATED ON PLANS	1
SHRUBS	CODE	BOTANICAL / COMMON NAME	SIZE	NOTES	SPACING	QTY
	AM	ARONIA MELANOCARPA 'MORTON' / IROQUOIS BEAUTY™ BLACK CHOKEBERRY	#5		48" o.c.	9
	BW	WINTERGREEN BOXWOOD SHRUB	3"		48" o.c.	25
GROUND COVERS	CODE	BOTANICAL / COMMON NAME	SIZE	NOTES	SPACING	QTY
	TS	TURF SOG / DROUGHT TOLERANT FESCUE BLEND	FLAT	MAINTAIN EXISTING WHERE POSSIBLE. REPLACE WHERE NECESSARY.		10,095 SF



TREE PRESERVATION NOTES

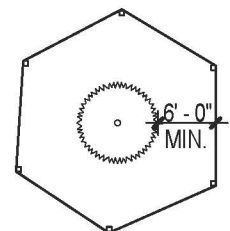
TREE PROTECTION

- CONTRACTOR SHALL PRESERVE TREES IDENTIFIED IN DRAWINGS. INSTALL TREE PROTECTION MEASURES PER DETAILS.
- TREE PROTECTION MEASURES SHALL BE INSTALLED PRIOR TO DEMOLITION AND BE MAINTAINED FOR THE DURATION OF THE CONSTRUCTION PERIOD.
- CONTRACTOR SHALL TAKE EXTRA PRECAUTIONS TO MINIMIZE DAMAGE TO TREES WHERE WORK IS DESIGNATED TO OCCUR WITHIN AND ADJACENT TO THE DRIPLINE OF TREES.
 - EXCAVATION WORK WITHIN DRIPLINE OF TREES SHALL BE LIMITED TO HAND REMOVAL, DIRECTIONAL BORING, AND AIR KNIFE ONLY TO MINIMIZE DAMAGE TO ROOT SYSTEMS.
 - WHERE WORK IS TO OCCUR WITHIN DRIPLINE OF TREES OR TREE PROTECTION ZONES, PROVIDE ROOT PRUNING.
 - PROTECT TRUNK AND BRANCHES FROM DAMAGE WHERE WORK IS DESIGNATED TO OCCUR WITHIN THE DRIPLINE.
- CONTRACTOR SHALL NOT PLACE STRUCTURES OR STORE MATERIALS IN TREE PROTECTION ZONES OR WITHIN THE DRIPLINE OF TREES. TREE PROTECTION FENCE SHALL PREVENT TRAFFIC MOVEMENT AND THE PLACEMENT OF TEMPORARY FACILITIES, EQUIPMENT, STOCKPILE, AND SUPPLIES FROM HARMING VEGETATION.

ROOT PROTECTION

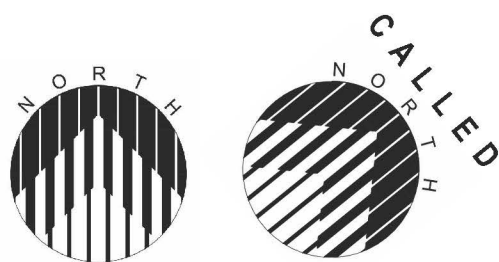
- IN AREAS WHERE WORK OCCURS WITHIN DRIPLINE OF TREES AND IDENTIFIED AS ROOT PROTECTION ZONES, CONTRACTOR SHALL USE EXTRA PRECAUTION TO MINIMIZE DISTURBANCE TO ROOTS DURING CONSTRUCTION ACTIVITIES.
- PROVIDE PROTECTIVE 4" ORGANIC WOOD MULCH LAYER BENEATH AND AROUND CONSTRUCTION AREAS, CLEAN ROOT CUTTINGS BY ISA CERTIFIED ARBORIST, AND LOW-IMPACT EXCAVATION MEASURES 2:1. DISTURBED MULCH SHALL BE REPAIRED IMMEDIATELY.

TREE PROTECTION FENCING



- NOTES:
- PROTECTIVE FENCING TO BE INSTALLED MINIMUM 6' FROM TREE DRIPLINE.
 - DRIPLINE CONSIDERED AREA DIRECTLY BELOW TREE CANOPY.
 - INCLUDE CLEAR SIGNAGE ON EXTERIOR OF FENCING INDICATING THE TREE PRESERVATION AREA.
 - WHEN WORK IS REQUIRED WITHIN FENCE AREA:
 - PLACE MIN. 4" DEPTH ORGANIC WOOD MULCH.
 - AVOID DISTURBANCE WITHIN CRITICAL ROOT ZONE. CRITICAL ROOT ZONE SHALL BE MEASURED FROM TRUNK OUTWARD AND CALCULATED AS FOLLOWS:
 - DBH < 20" USE 1 FOOT RADIUS PER 1 INCH DBH; MIN 3' RADIUS.
 - DBH > 20" USE 1.5 FOOT RADIUS PER 1 INCH DBH.

1 LANDSCAPE PLAN
1" = 20'-0"



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No.	Description	Date
1	Revision 1	Date 1

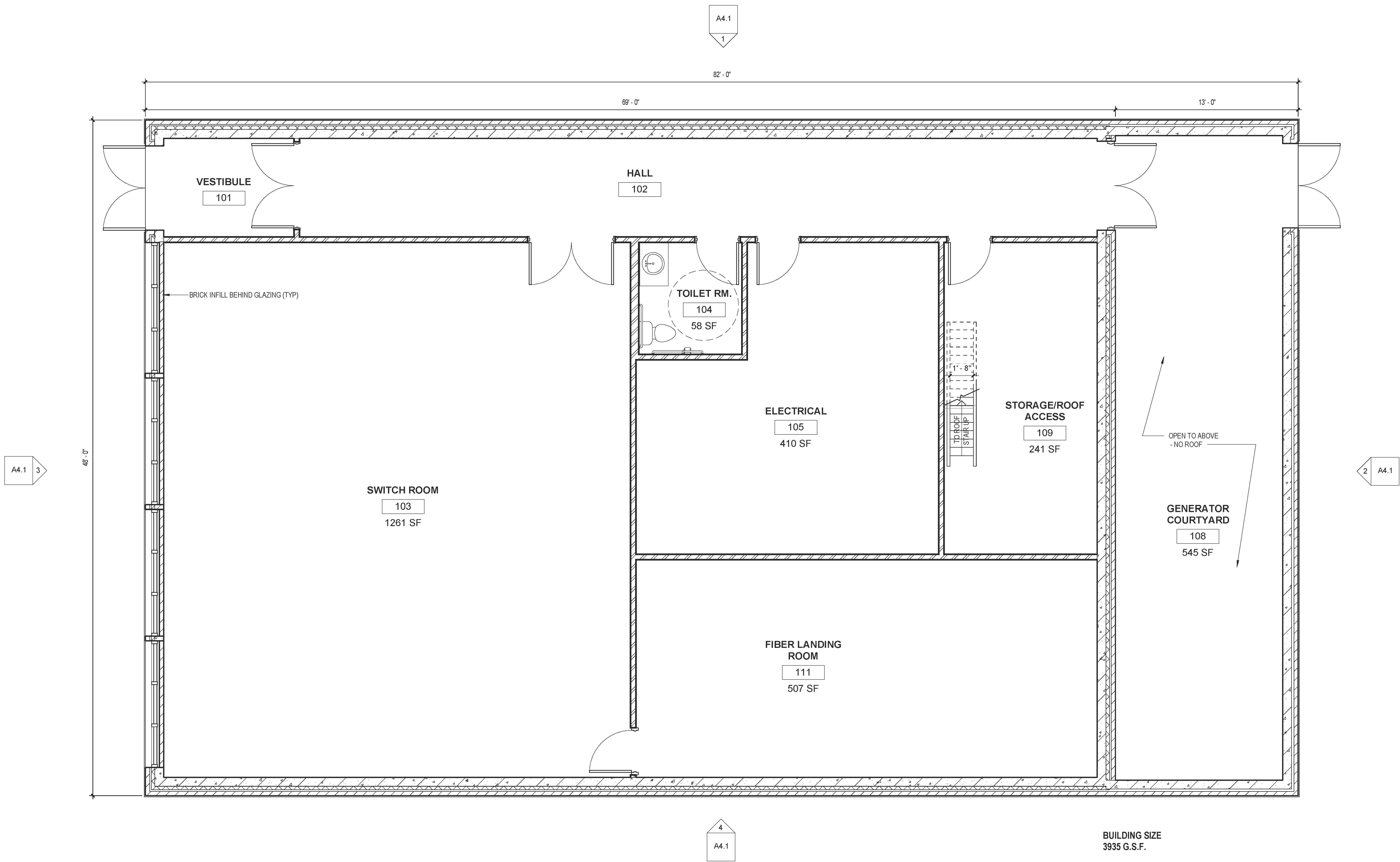
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3819 WEST BROADWAY
ROBBINSDALE, MN
LANDSCAPING PLAN

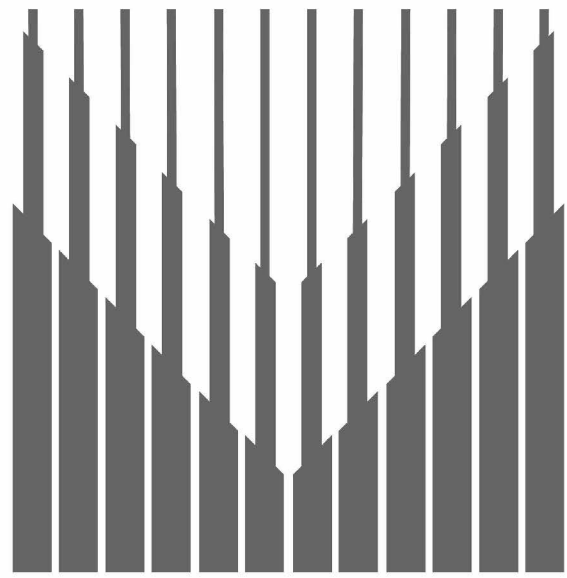
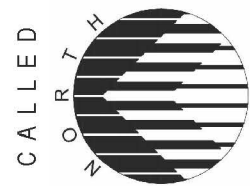
PROJECT NUMBER 24-033
DATE 02/10/25
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1 FLOOR PLAN
1/4" = 1'-0"



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No.	Description	Date

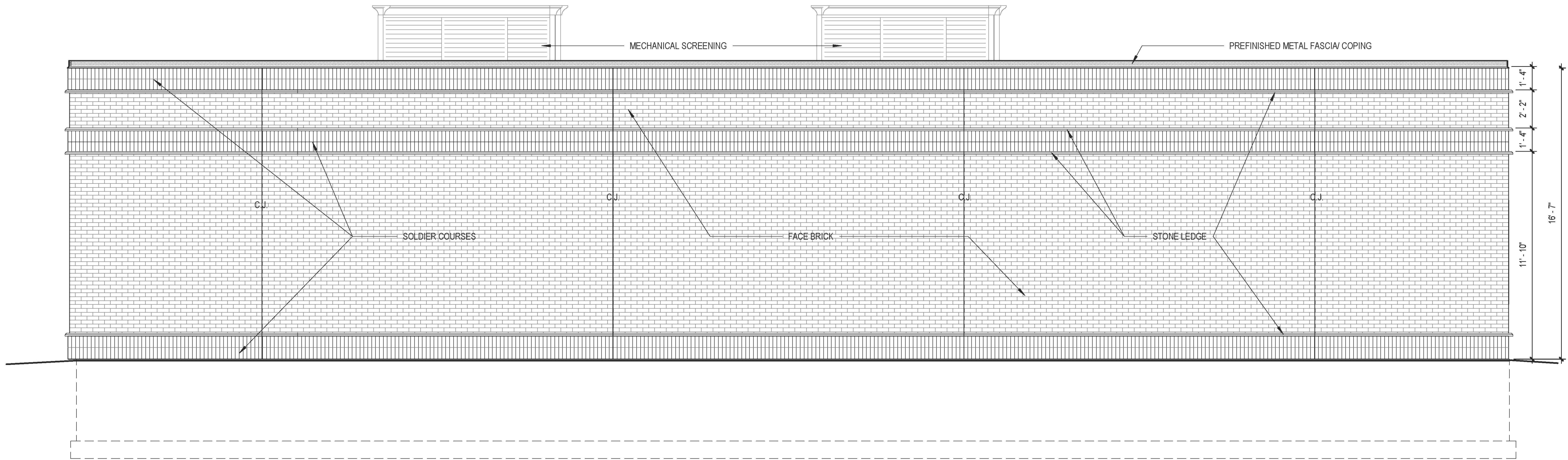
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3819 WEST BROADWAY
ROBBINSDALE, MN
PLANS

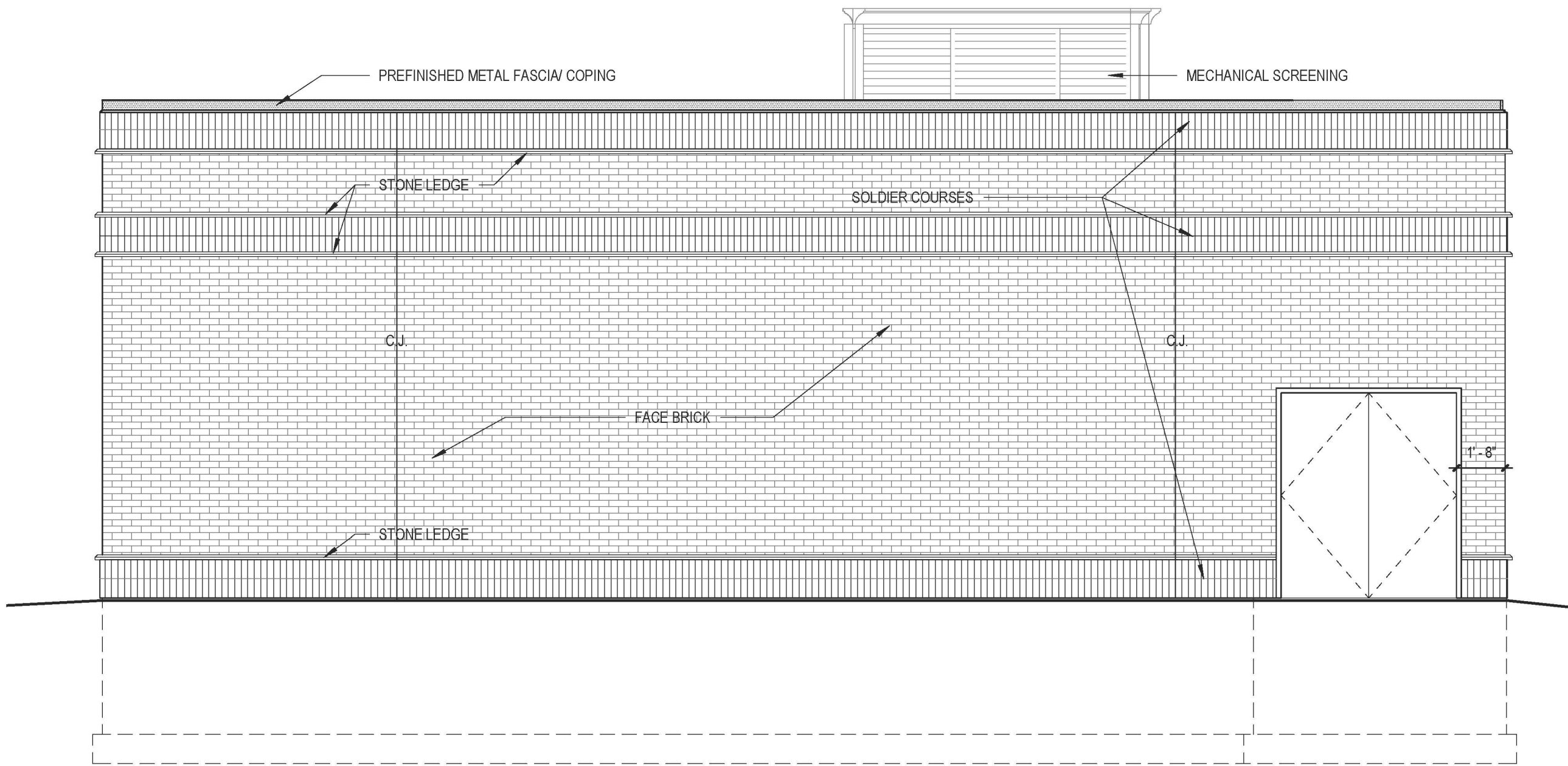
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DATE 02/10/25
DRAWN BY LFM
CHECKED BY TLM

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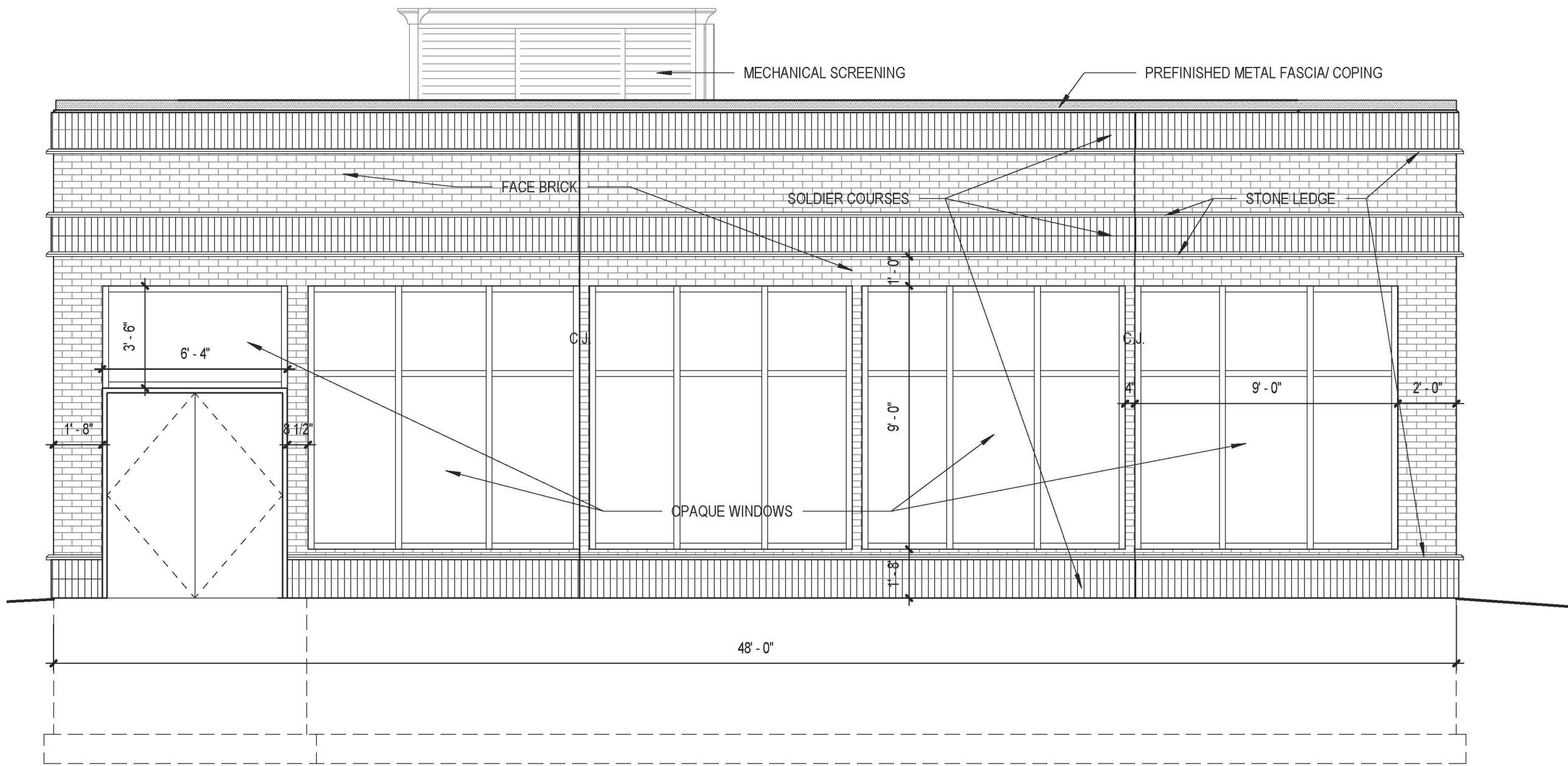
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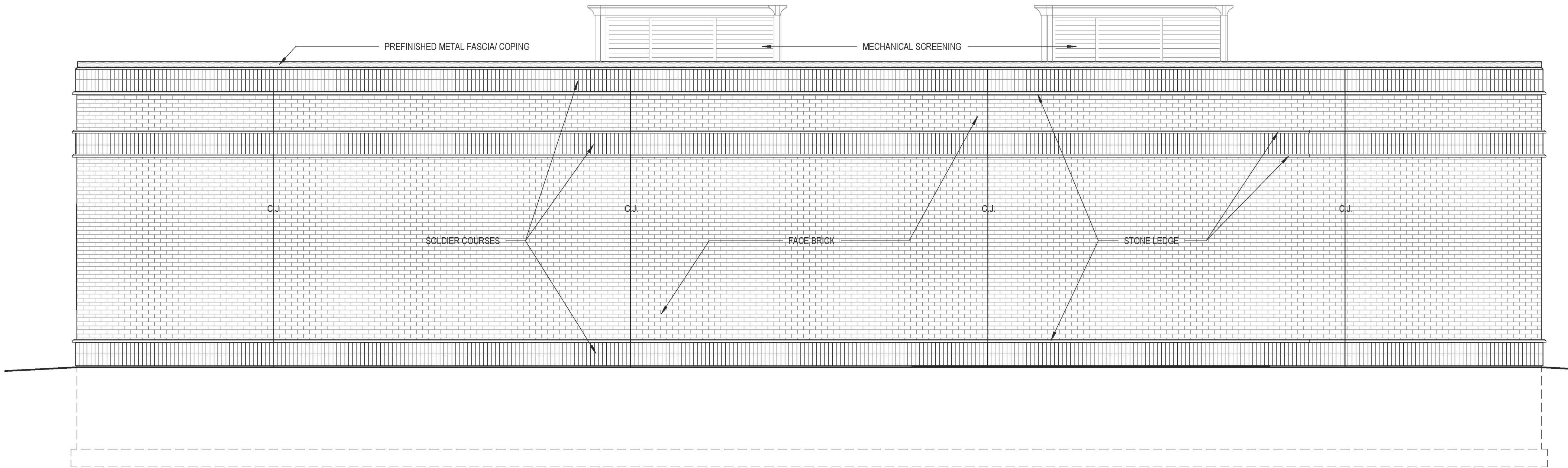
1 EAST ELEVATION
1/4" = 1'-0"



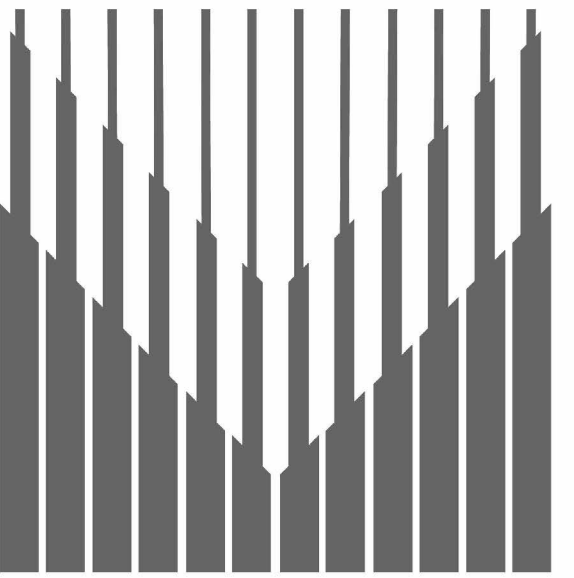
2 SOUTH ELEVATION
1/4" = 1'-0"



3 NORTH ELEVATION
1/4" = 1'-0"



4 WEST ELEVATION
1/4" = 1'-0"



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3819 WEST BROADWAY
ROBBINSDALE, MN
EXTERIOR ELEVATIONS

PROJECT NUMBER	24-033
DATE	02/10/25
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USI Robbinsdale

Preliminary Rendering

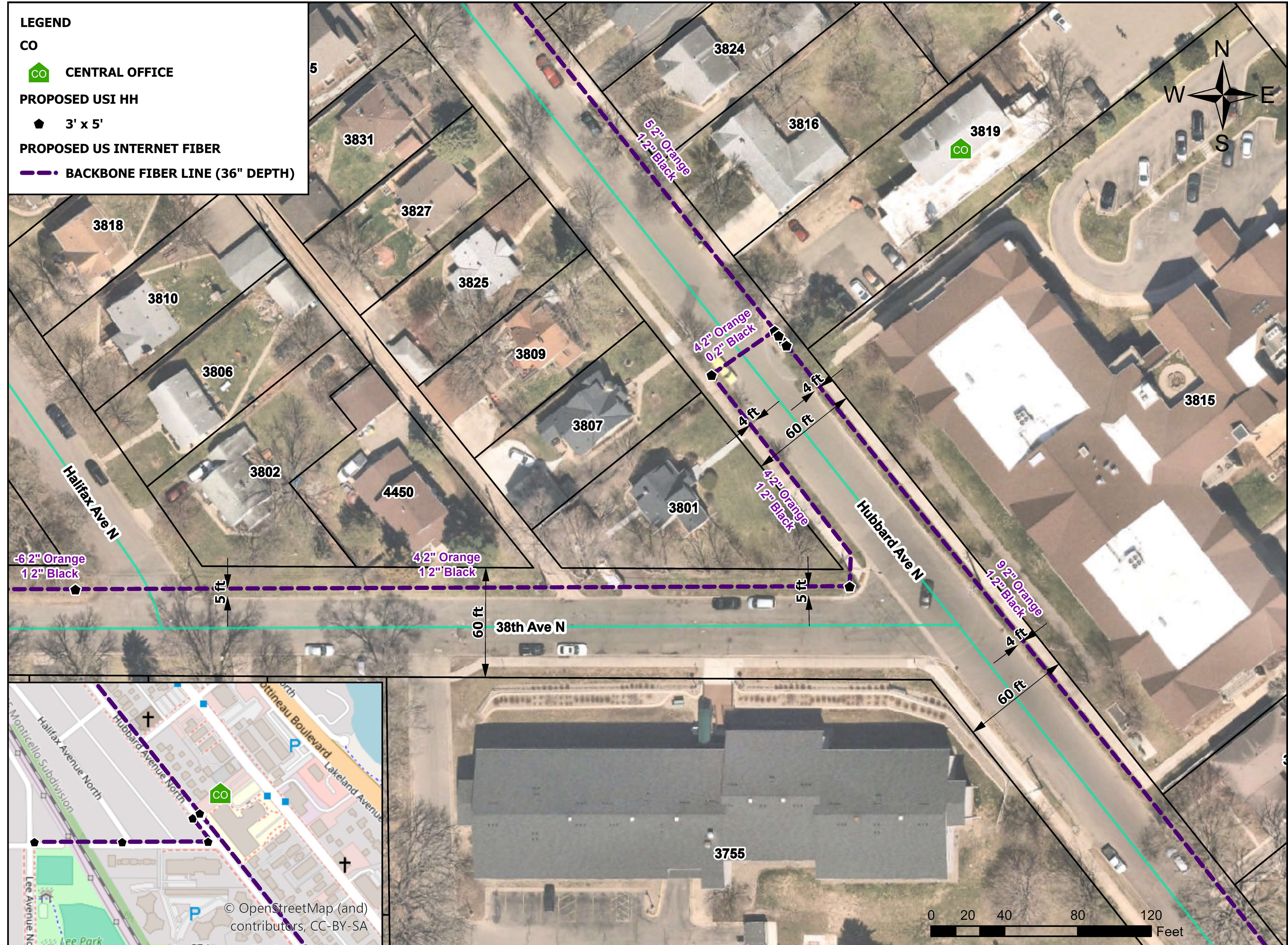
View from W Broadway

02-10-2025





US INTERNET PLANNED FIBER ROUTE ROBBINSDALE CENTRAL OFFICE





Liebert®

MC™ Microchannel Coil Condenser

High Efficiency, Quiet Operation Air
Cooled Condenser



As IT budgets constrict, data center managers require new, higher levels of energy efficiency to provide the innovations and technologies that today's critical business needs demand.

The Liebert® MC Condenser from Vertiv™ is an air-cooled condenser designed to deliver energy efficiency. With an exclusive microchannel coil design, this condenser offers a highly efficient, system matched heat rejection solution that reduces energy costs and operational expenses.

The Liebert MC Condenser:

- Improves unit and system efficiency at full and partial loads
- Increases condenser full load energy efficiency by 30-50%
- Reduces refrigerant volumes and decreases refrigerant charge levels in matched condensers – by more than 50% on condensers without flooded receiver systems and more than 20% on condensers equipped with flooded receiver systems
- Is compatible with Copeland® Digital Scroll™ Technology compressors

Lowest Total Cost of Ownership:

- Electrically Commutated (EC) Fans reduce annual condenser energy requirements 50-95% over traditional condensers
- Liebert MC condenser reduces annual energy requirements of Computer Room Air Conditioning (CRAC) systems by 5-10% (15-25% for flooded receiver systems)
- Reduced refrigerant requirements - lower installation cost
- Microchannel coil provides enhanced energy efficiency and 20-50% lighter installed weight

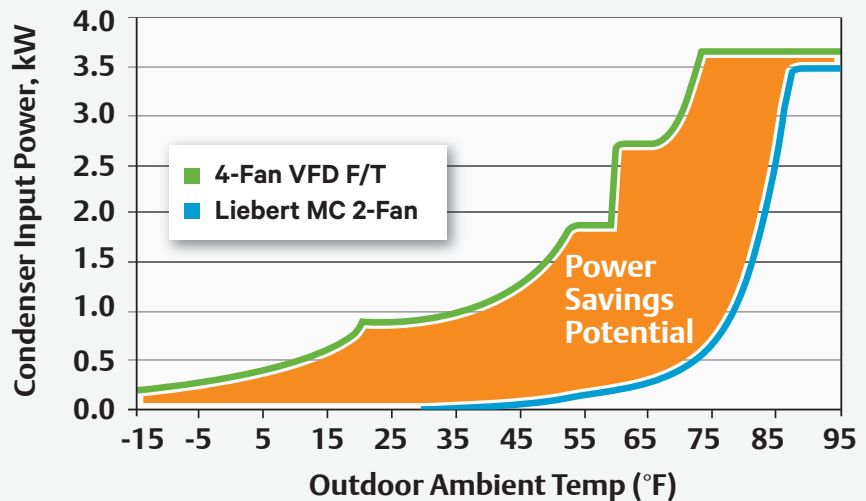
EFFICIENT, QUIET AIR COOLED CONDENSER

Liebert MC Condenser Energy Savings – Reduced Operating Expenses

Liebert MC condenser operates with higher efficiency than fin and tube condensers, with an annual savings of up to 85%. The savings are even greater when the flooded receiver system winter operation option is applied.

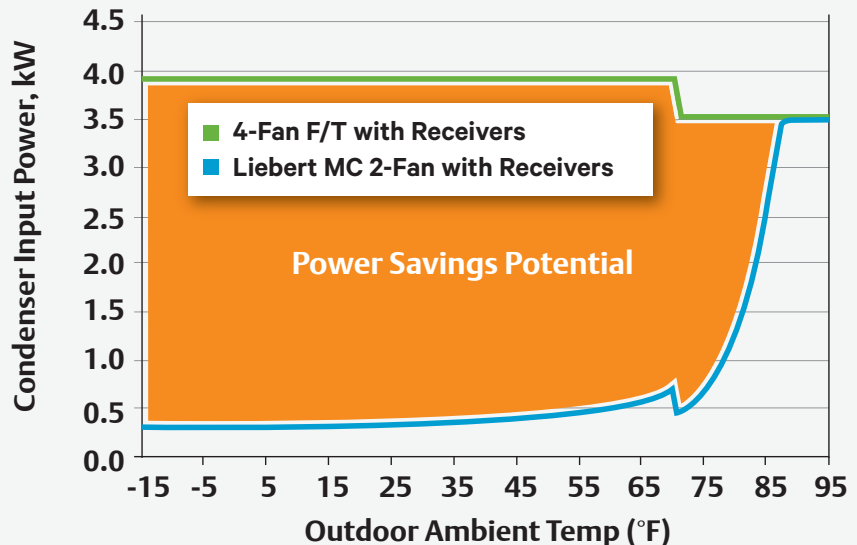
Standard Ambient Systems

30 Ton Liebert DS @ 100% Load



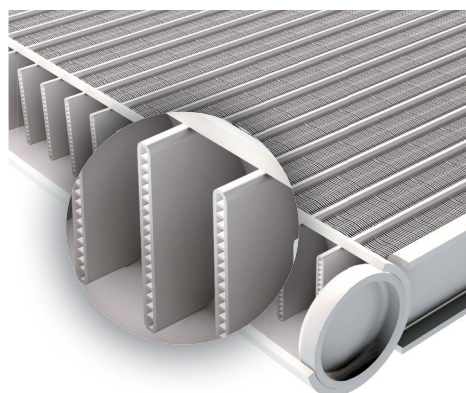
Low Ambient Systems (Flooded Receiver)

30 Ton Liebert DS @ 100% Load



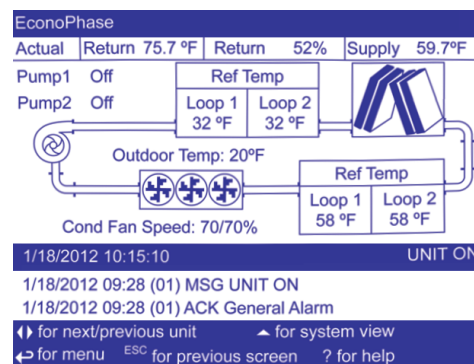
Flexibility:

- Multiple voltage configurations available to match electrical needs
- 2.5 - 5.5 dBA lower sound level than alternative condensers, allowing installation in regulated environments
- Condenser is compatible with R-410A and R-407C refrigerants
- Quietline mode of operation - automatically controlled by the Liebert® iCOM™ indoor unit to operate fans at reduced speeds resulting in reduced sound levels



Microchannel Aluminum Coils

The Liebert MC Condenser leverages cutting-edge technologies such as a microchannel coil and EC fans, to deliver unmatched levels of operational efficiency.



Liebert MC is compatible with indoor cooling units equipped with Copeland® Digital Scroll™ Technology compressors and Liebert iCOM controls, allowing variable speed operation for cooling efficiency and reduced operating costs.

Higher Availability:

- Liebert® iCOM from indoor cooling system to condenser communications improve condenser control, and offer enhanced monitoring capability both at the Liebert iCOM local display and at a BMS interface
- Highly reliable and efficient fan motor and controls
- Helps systems meet government energy efficiency standards, seismic and wind load regulations to IBC2007, and OSHPD compliance
- Industry's largest factory-trained service organization provides scheduled maintenance, 24 x 7 support, local parts, and an average 4 hour response time for service



One-Fan Microchannel Coil Condenser



Two-Fan Microchannel Coil Condenser



Four-Fan Microchannel Coil Condenser

Liebert® MC™ Condenser – Technical Specifications

LIEBERT MC MODEL	REFRIGERANT TYPE	# OF FANS	REFRIGERANT CHARGE, LB	LIEBERT MC SOUND PRESSURE, DBA	WEIGHT, LB
MCS028	R-407C or R-410A	1	2.5	60	154
MCS056		2	5	63	288
MCM040		1	3.5	65	231
MCM080		2	8.5	68	441
MCM160		4	17	71	860
MCL055		1	5	68	344
MCL110		2	10	71	602
MCL165		3	Liebert DSE Only	73	891
MCL220		4	25	74	1186

Note: Standard (Non flooded receiver systems), Sound @ 10'

Ideally Suited For Use With:

- Liebert CRV™
- Liebert Challenger™ 3000
- Liebert DS™
- Liebert DSE™



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GILLETTE GENERATORS

LIQUID COOLED NAT. GAS ENGINE GENERATOR SET

60 HZ MODEL

SP-2650

Model	STANDBY 120°C RISE		
	HZ	LPG	N.G.
SP-2650-60 HERTZ	60	170	265



All generator sets are USA prototype built and thoroughly tested. Production models are USA factory built and 100% load tested.



UL2200, UL1446, UL508, UL142, UL498



NFPA 110, 99, 70, 37

All generator sets meet NFPA-110 Level 1, when equipped with the necessary accessories and installed per NFPA standards.



NEC 700, 701, 702, 708



NEMA ICS10, MG1, ICS6, AB1



ANSI C62.41, 27, 59, 32, 480, 40Q, 81U, 360-05

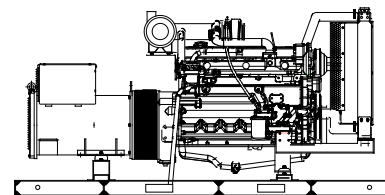


ASCE 7-05 & 7-10

All generator sets meet 180 MPH rating.

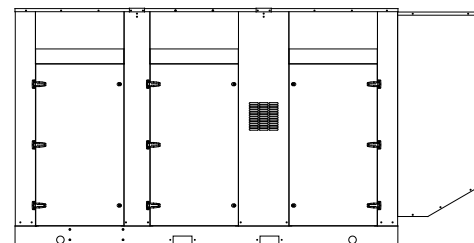


EPA 40CFR Part 60, 1048, 1054, 1065, 1068



“OPEN” GEN-SET

There is no enclosure, so gen-set must be placed within a weather protected area, un-inhabited by humans or animals, with proper ventilation. Silencer not supplied, as installation requirements are not known. However, this item is available as optional equipment.



“LEVEL 2” HOUSED GEN-SET

Full aluminum weather protection and superior sound attenuation for specific low noise applications. Critical grade muffler is standard

GENERATOR RATINGS

					LIQUID PROPANE GAS FUEL		NATURAL GAS FUEL	
GENERATOR MODEL	VOLTAGE		PH	HZ	120°C RISE STANDBY RATING		120°C RISE STANDBY RATING	
	L-N	L-L			KW/KVA	AMP	KW/KVA	AMP
SP-2650-3-2	120	208	3	60	170/212	590	265/331	921
SP-2650-3-3	120	240	3	60	170/212	512	265/331	798
SP-2650-3-4	277	480	3	60	170/212	256	265/331	399
SP-2650-3-5	127	220	3	60	170/212	558	265/331	870
SP-2650-3-16	346	600	3	60	170/212	205	265/331	319

RATINGS: All three phase gen-sets are 12 lead windings, rated at .8 power factor. 120°C “STANDBY RATINGS” are strictly for gen-sets that are used for back-up emergency power to a failed normal utility power source. This standby rating allows varying loads, with no overload capability, for the entire duration of utility power outage. All gen-set power ratings are based on temperature rise measured by resistance method as defined by MIL-STD 705C and IEEE STD 115, METHOD 6.4.4. All generators have class H (180°C) insulation system on both rotor and stator windings. All factory tests and KW/KVA charts shown above are based on 120°C (standby) R/R winding temperature, within a maximum 40°C ambient condition. Generators operated at standby power ratings must not exceed the temperature rise limitation for class H insulation system, as specified in NEMA MG1-22.40. Specifications & ratings are subject to change without prior notice.

APPLICATION AND ENGINEERING DATA FOR MODEL SP-2650-60 HZ

GENERATOR SPECIFICATIONS

Manufacturer.....Stamford Electric Generators
Model & Type..... S4L1DD-311, 4 Pole, 12 Lead, Three Phase
..... HCI434D-17, 4 Pole, 4 Lead, 600V, Three Phase
Exciter.....Brushless, shunt excited
Voltage Regulator.....Solid State, HZ/Volts
Voltage Regulation.....½%, No load to full load
Frequency.....Field convertible, 60 HZ to 50 HZ
Frequency Regulation.....½% (½ cycle, no load to full load)
Unbalanced Load Capability.....100% of standby amps
Total Stator and Load Insulation.....Class H, 180°C
Temperature Rise.....120°C R/R, standby rating @ 40°C amb.
3 Ø Motor Starting @ 30% Voltage Dip (208-240V).....500 kVA
3 Ø Motor Starting @ 30% Voltage Dip (480V).....780 kVA
3 Ø Motor Starting @ 30% Voltage Dip (600V).....845 kVA
Bearing.....1, Pre-lubed and sealed
Coupling.....Direct flexible disc
Total Harmonic Distortion.....Max 3½% (MIL-STD705B)
Telephone Interference Factor.....Max 50 (NEMA MG1-22)
Deviation Factor.....Max 5% (MIL-STD 405B)
Ltd. Warranty Period.....24 Months from date of start-up or
.....1000 hours use, first to occur.

GENERATOR FEATURES

- World Renown Stamford Electric Generator having UL-1446 certification on full amortisseur windings.
- Full generator protection with **Deep Sea 7420** controller, having UL-508 certification.
- Automatic voltage regulator with over-excitation, under-frequency compensation, under-speed protection, and EMI filtering. Entire solid-state board is encapsulated for moisture protection.
- Generator power ratings are based on temperature rise, measured by resistance method, as defined in MIL-STD 705C and IEEE STD 115, Method 6.4.4.
- Power ratings will not exceed temperature rise limitation for class H insulation as per NEMA MG1-22.40.
- Insulation resistance to ground, exceeds 1.5 meg-ohm.
- Stator receives 2000 V. hi-potential test on main windings, and rotor windings receive a 1500 V. hi-potential test, as per MIL-STD 705B.
- Complete engine-generator torsional acceptance, confirmed during initial prototype testing.
- Full load testing on all engine-generator sets, before shipping.
- Self ventilating and drip-proof & revolving field design

ENGINE SPECIFICATIONS AND APPLICATIONS DATA

ENGINE

Manufacturer.....Power Solutions Inc. (PSI)
Model and Type.....Heavy Duty, 14.6LTCAC, 4 cycle
Aspiration.....Turbocharged & Charge Air Cooled
Cylinder Arrangement.....8 Cylinders, Vee
Displacement Cu. In. (Liters).....892 (14.6)
Bore & Stroke In. (Cm.).....5.04 x 5.59 (12.8 x 14.2)
Compression Ratio.....10.5:1
Main Bearings & Style.....10, Precision Half-Shell
Cylinder Head.....Cast Iron
Pistons.....Cast Aluminum
Crankshaft.....Forged Steel
Exhaust Valve.....Inconel, A193
Governor.....Electronic
Frequency Reg. (no load-full load).....Isochronous
Frequency Reg. (steady state).....± 1/4%
Air Cleaner.....Dry, Replaceable Cartridge
Engine Speed.....1800
Piston Speed, ft/min (m./min).....1677 (511)
Max Power, bhp (kwm) Standby/LPG.....319 (238)
Max Power, bhp (kwm) Standby/NG.....459 (342)
Ltd. Warranty Period.....12 Months or 2000 hrs., first to occur

FUEL SYSTEM

Type.....LPG or NAT. GAS, Vapor Withdrawal
Fuel Pressure (kpa), in. H₂O*.....(1.74-2.74), 7"-11"
Secondary Fuel Regulator.....NG or LPG Vapor System
Auto Fuel Lock-Off Solenoid.....Standard on all sets
Fuel Supply Inlet Line.....(2) 2" NPTF

FUEL CONSUMPTION

LP GAS: FT ³ /HR (M ³ /HR)	STANDBY
100% LOAD	926 (26.2)
75% LOAD	789 (22.4)
50% LOAD	532 (15.1)
LPG = 2500 BTU X FT ³ /HR = Total BTU/HR LPG Conversion: 8.50 FT ³ = 1 LB. : 36.4 FT ³ = 1 GAL.	

NAT. GAS: FT ³ /HR (M ³ /HR)	STANDBY
100% LOAD	2782 (78.7)
75% LOAD	2168 (61.4)
50% LOAD	1522 (43.1)
NG = 1000 BTU X FT ³ /HR = Total BTU/HR	

OIL SYSTEM

Type.....Full Pressure
Oil Pan Capacity qt. (L).....42.3 (40.0)
Oil Pan Cap. W/ filter qt. (L).....49.7 (47.1)
Oil Filter.....2, Replaceable Spin-On

ELECTRICAL SYSTEM

Ignition System.....Electronic
Eng. Alternator/Starter: 24 VDC, negative ground, 45 amp/hr.

Recommended battery to -18°C (0° F):(2) 12 VDC, BCI# 31,
Max. Dimensions: 14"lg x 6 3/4" wi x 10" hi, with standard
round posts. Min output 1000 CCA. Battery tray (max. dim. at
15"lg x 7"wi). This model has (2) battery trays, (2) hold down
straps, (2) sets of battery cables, and (1) battery charger.
Installation of (2) 12VDC starting batteries connected in series
for 24VDC output is required, with possible higher AMP/HR
rating, as described above, if the normal environment
temperature averages -13° F (-25°C) or cooler.

APPLICATION AND ENGINEERING DATA FOR MODEL SP-2650-60 HZ

COOLING SYSTEM

Type of System Pressurized, closed recovery
Coolant Pump Pre-lubricated, self-sealing
Cooling Fan Type (no. of blades) Pusher (12)
Fan Diameter inches (mm)..... 45" (1143)
Ambient Capacity of Radiator °F (°C)..... 125 (51.6)
Engine Jacket Coolant Capacity Gal (L)..... 9.5 (43.2)
Radiator Coolant Capacity Gal. (L) 50.0 (227.3)
Maximum Restriction of Cooling Air Intake
and discharge side of radiator in. H₂O (kpa)..... 0.5 (.125)
Water Pump Capacity gpm (L/min)..... 180 (680)
Heat Reject Coolant: Btu/min (kw) 16,189 (284)
Low Radiator Coolant Level Shutdown..... Standard
Note: Coolant temp. shut-down switch setting at 230°F (110°C) with 50/50
(water/antifreeze) mix.

AIR REQUIREMENTS

Combustion Air, cfm (kg/hr) 532 (1064)
Radiator Air Flow cfm (m³/min)..... 30,000 (849)
Heat Rejected to Ambient:
Engine: kw (btu/min)..... 66.0 (3765)
Alternator: kw (btu/min)..... 23 (1309)

EXHAUST SYSTEM

Exhaust Outlet Size..... (2) 4"
Max. Back Pressure, in. hg (KPA)..... 3.0 (10.2)
Exhaust Flow, at rated kw: cfm (m³/min) 2521 (71.3)
Exhaust Temp., at rated kw: °F (°C) 1382 (750)
Engines are EPA certified for Natural Gas.

SOUND LEVELS MEASURED IN dB(A)

	Open Set	Level 2 Encl.
Level 2, Critical Silencer	93.....	80
Level 3, Hospital Silencer		75

Note: Open sets (no enclosure) has (2) optional silencer system choices due to unknown job-site applications. Level 2 enclosure has installed critical silencer with upgrade to hospital silencer. Sound tests are averaged from several test points and taken at 23 ft. (7 m) from source of noise at normal operation.

DERATE GENERATOR FOR ALTITUDE

3% per 1000 ft. (305m) above 3000 ft. (914m) from sea level

DERATE GENERATOR FOR TEMPERATURE

2% per 10°F (5.6°C) above 104°F (40°C)

DIMENSIONS AND WEIGHTS

	Open Set	Level 2 Enclosure
Length in (cm).....	152 (368)	186 (473)
Width in (cm).....	72 (183)	72 (183)
Height in (cm).....	80 (203)	94 (239)
3 Ø Net Weight lbs (kg).....	8175 (3708) ...	10675 (4842)
3 Ø Net Weight lbs (kg).....	8525 (3867) ...	11025 (5001)

DEEP SEA 7420 DIGITAL MICROPROCESSOR CONTROLLER



Deep Sea 7420

The “7420” controller is an auto start mains (utility) failure module for single gen-set applications. This controller includes a backlit LCD display which continuously displays the status of the engine and generator at all times.

The “7420” controller will also monitor speed, frequency, voltage, current, oil pressure, coolant temp., and fuel levels. These modules have been designed to display warning and shut down status. It also includes: (11) configurable inputs • (8) configurable outputs • voltage monitoring • mains (utility) failure detection

• (250) event logs • configurable timers • automatic shutdown or warning during fault detection • remote start (on load) • engine preheat • advanced metering capability • hour meter • text LCD displays • protected solid state outputs • test buttons for: stop/reset • manual mode • auto mode • lamp test • start button • power monitoring (kWh, kVAh, kVArh) This controller includes expansion features including RS232, RS484 (using MODBUS-RTU/TCP), direct USB connection with PC, expansion optioned using DSENet for remote annunciation and remote relay interfacing for a distance of up to 3300FT. The controller software is freely downloadable from the internet and allows monitoring with direct USB cable, LAN, or by internet via the built in web interface.

LOW LOAD CONDITIONS: Operation of PSI HD engines at low-load conditions should be limited to no more than one (1) hour per twenty-four (24) hour period. If the application requires extended time at light loads, it is recommended that the engine load be increased to at least 70% of mechanical rating for a minimum of two (2) hours per fifty (50) hours of low-load operation. Piston sealing rings rely on adequate cylinder firing pressure and temperature to seal the combustion chamber and prevent excessive engine oil from entering the power cylinder. Under low loads these rings will not seal properly, resulting in oil being burned in the combustion chamber and carbon deposits on pistons and valves. This mechanism is well-documented in reciprocating engines of all fuel types and is often referred to as “wet-stacking.”

STANDARD FEATURES FOR MODEL SP-2650-60 HZ

STANDARD FEATURES

CONTROL PANEL:

Deep Sea 7420 digital microprocessor with logic allows programming in the field. Controller has:

- STOP-MANUAL-AUTO modes and automatic engine shutdowns, signaled by full text LCD indicators:
- Low oil pressure
- High engine temp
- Low Radiator Level
- Three auxiliary alarms
- Battery fail alarm
- Engine fail to start
- Engine over speed
- Engine under speed
- Over & under voltage

Also included is tamper-proof engine hour meter

ENGINE:

Full flow oil filter • Air filter • Oil pump • Solenoid type starter motor • Hi-temp radiator • Jacket water pump • Thermostat • Pusher fan and guard • Exhaust manifold • 24 VDC battery charging alternator • Flexible exhaust connector • "Isochronous" duty, electronic governor • Secondary dry fuel regulator • Dry fuel lock-off solenoid • Vibration isolators • Closed coolant recovery system with 50/50 water to anti-freeze mixture • flexible oil & radiator drain hose.

AC GENERATOR SYSTEM:

AC generator • Shunt excited • Brushless design • Circuit Breaker installed and wired to gen-set • Direct connection to engine with flex disc • Class H, 180°C insulation • Self ventilated • Drip proof construction • UL Certified

VOLTAGE REGULATOR:

½% Voltage regulation • EMI filter • Under-speed protection • Over-excitation protection • total encapsulation

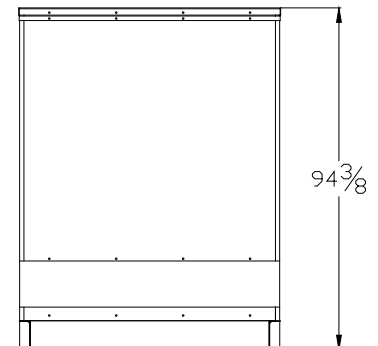
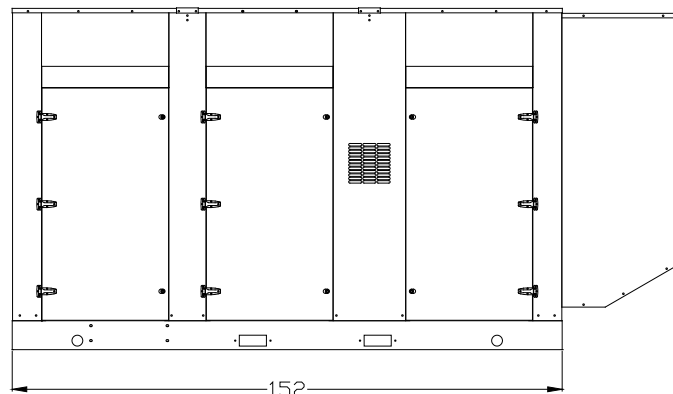
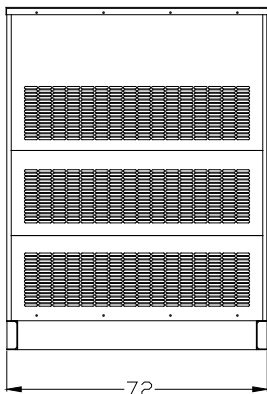
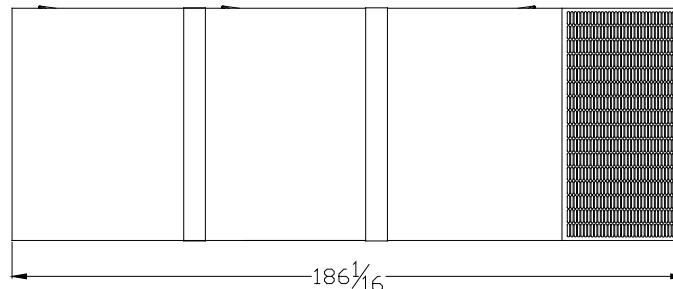
DC ELECTRICAL SYSTEM:

Battery tray • Battery cables • Battery hold down straps • 2-stage battery float charger with maintaining & recharging automatic charge stages

WEATHER/SOUND PROOF ALUMINUM HOUSING CORROSION RESISTANT PROTECTION CONSISTING OF:

- 9 Heated and Agitated Wash Stages
- Zinc Phosphate Etching-coating Stage
- Final Baked On Enamel Powder Coat
- 18/8 Stainless Steel Hardware

Design & specifications subject to change without prior notice. Dimensions shown are approximate. Contact Gillette for certified drawings. DO NOT USE DIMENSIONS FOR INSTALLATION PURPOSES.





HEAVY-DUTY

14.6L ENGINE

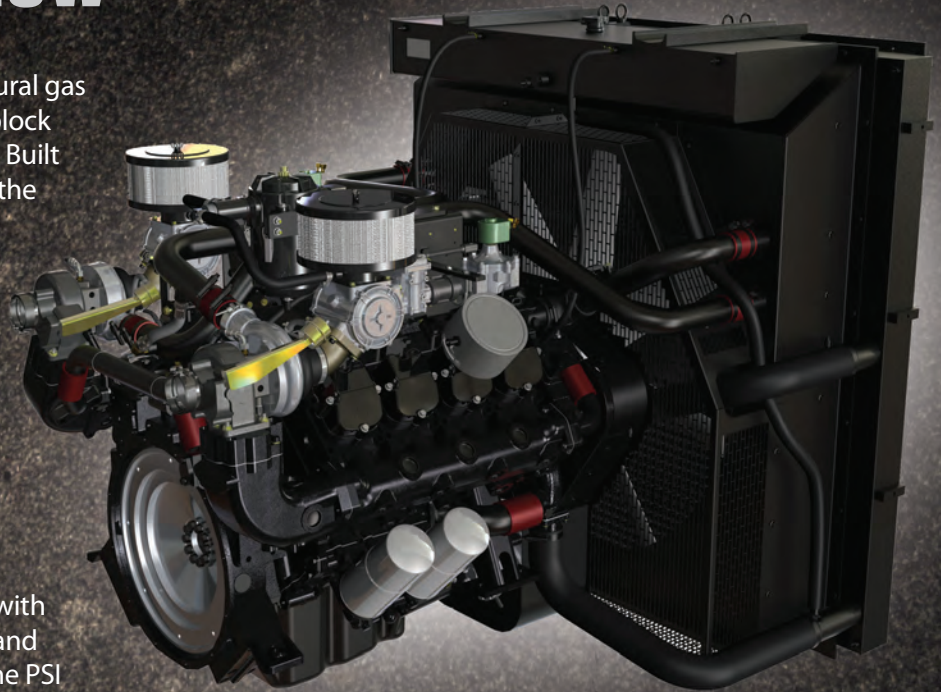
INDUSTRIAL STATIONARY

Product Overview

The PSI HD 14.6L is a U.S. EPA-certified natural gas and propane engine developed from the block up to be a reliable and durable power unit. Built upon a proven marine-diesel grade block, the 6-cylinder in-line, turbocharged and after-cooled engine features replaceable wet liners and water-cooled exhaust.

Superior engine performance is provided by an ECU that integrates and coordinates all critical functions including: Governor, Variable Ignition Timing, Air Fuel Ratio Control, Knock Suppression and Engine Protection.

The PSI HD product lineup has six models with displacements of 8.1L, 11.1L, 14.6L, 18.3L and 21.9L. These engines are an extension of the PSI product line, which is based upon blocks from 650cc to 8.8L. All PSI engines feature the same fuel systems and controls, simplifying your application development and support.



FEATURES

- U.S. EPA-Certified and CARB-Compliant
- Dual Fuel with Automatic Change-Over
- 50C Ambient Cooling Capacity
- 3-Way Catalytic Converter
- Air Filtration
- UL2200-Compliant or Listed Components
- MasterTrak Telematics service (included for 1 year)

**MAXIMUM
PERFORMANCE
NO COMPROMISES**

POWER & PERFORMANCE • EMISSION-CERTIFIED • FUEL-FLEXIBLE

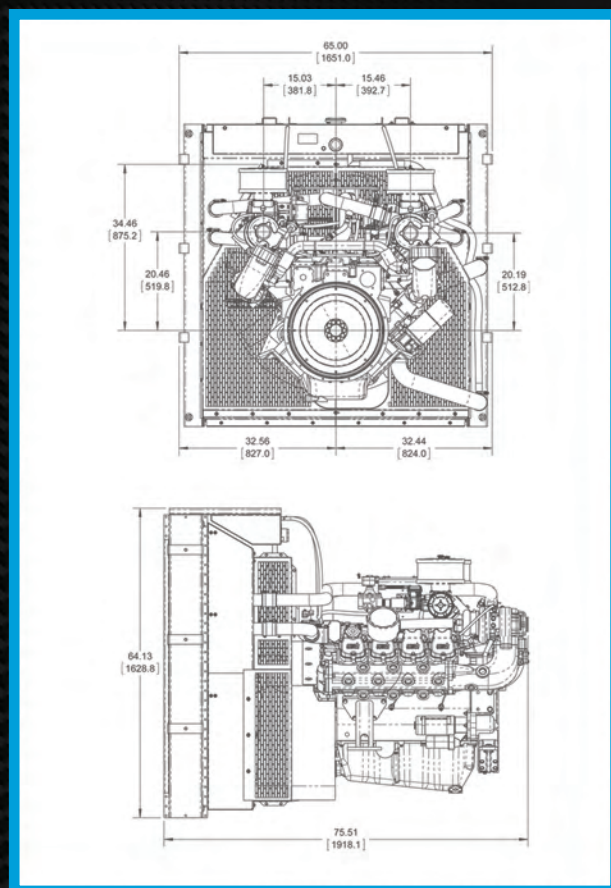


14.6 L Industrial Stationary Engine

Displacement	892 cid	14,620 cc
Compression Ratio	10.5:1	
Bore & Stroke	5.04 in x 5.59 in	128 mm x 142 mm
kWe	300@1,800 rpm (Natural Gas)	225@1,500 rpm (Natural Gas)
Emission-Certified	EPA, CARB – Industrial Stationary	
Fuel Types	Natural Gas / Propane	

GENERAL DATA

- Water-cooled, turbo-charged, air-to-air inter-cooled, stoichiometric, replaceable wet cylinder liners
- Cast iron block & heads, 10.5:1 compression ratio, overhead valve/2V configuration
- Crankshaft gear-driven oil system with cartridge-type filter, belt-driven centrifugal water pump
- Full ECU engine control including: coil-on-plug variable timing ignition, electronic governor and fuel-air ratio control
- Engine protection for oil pressure, coolant level, coolant temperature, fuel pressure, over-speed
- Complete fuel system for single fuel (NG/LP) operation with closed-loop control
- Alternator (45A/24VDC)
- Starter (24VDC)
- CANBUS J1939 interface



Power shown is gross engine power and has been corrected to SAE J1995. Actual installed power levels may vary depending on the application and OEM supplied components.

Information may vary with application. All specifications listed are based on the latest product information available at the time of publication. The right is reserved to make changes at any time without notice.

201 Mittel Drive, Wood Dale, IL 60191
T: 630-350-9400 F: 630-350-9900
www.psiengines.com

S4L1D-D41 Wdg.311 - Technical Data Sheet

Standards

Stamford industrial alternators meet the requirements of the relevant parts of the BS EN 60034 and the relevant section of other international standards such as BS5000, VDE 0530, NEMA MG1-32, IEC34, CSA C22.2-100 and As1359. Other standards and certifications can be considered on request.

Quality Assurance

Alternators are manufactured using production procedures having a quality assurance level to BS EN ISO 9001.



Excitation and Voltage Regulators

Excitation System					
AVR Type	AS440	MX341	MX321		
Voltage Regulation	± 1%	± 1%	± 0.5%		with 4% Engine Governing
Excitation Type	Self-Excited	PMG	PMG		

No Load Excitation Voltage (V)	12 - 9
No Load Excitation Current (A)	0.7 - 0.5
Full Load Excitation Voltage (V)	41 - 39
Full Load Excitation Current (A)	2.3 - 2.2
Exciter Time Constant (seconds)	0.105

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Electrical Data								
Insulation System	Class H							
Stator Winding	Double Layer Lap							
Winding Pitch	Two Thirds							
Winding Leads	12							
Winding Number	311							
Number of Poles	4							
IP Rating	IP23							
RFI Suppression	BS EN 61000-6-2 & BS EN 61000-6-4, VDE 0875G, VDE 0875N. Refer to factory for others							
Waveform Distortion	NO LOAD < 1.5% NON-DISTORTING BALANCED LINEAR LOAD < 5.0%							
Short Circuit Ratio	1/Xd							
Steady State X/R Ratio	12.29							
	50 Hz				60 Hz			
Telephone Interference	THF<2%				TIF<50			
Cooling Air	0.83 m³/sec				0.99 m³/sec			
Voltage Star	380	400	415	440	416	440	460	480
kVA Base Rating (Class H) for Reactance Values	300	310	310	290	344	370	375	390
Saturated Values in Per Unit at Base Ratings and Voltages								
Xd Dir. Axis Synchronous	3.15	2.94	2.73	2.27	3.60	3.46	3.21	3.07
X'd Dir. Axis Transient	0.20	0.19	0.17	0.14	0.22	0.21	0.20	0.19
X''d Dir. Axis Subtransient	0.14	0.13	0.12	0.10	0.15	0.14	0.13	0.12
Xq Quad. Axis Reactance	2.66	2.48	2.30	1.92	3.09	2.97	2.75	2.63
X''q Quad. Axis Subtransient	0.40	0.37	0.34	0.29	0.40	0.39	0.36	0.34
XL Stator Leakage Reactance	0.07	0.06	0.06	0.05	0.09	0.08	0.08	0.07
X2 Negative Sequence Reactance	0.27	0.25	0.23	0.19	0.28	0.27	0.25	0.24
X0 Zero Sequence Reactance	0.10	0.09	0.09	0.07	0.10	0.09	0.09	0.08
Unsaturated Values in Per Unit at Base Ratings and Voltages								
Xd Dir. Axis Synchronous	3.78	3.53	3.28	2.73	4.32	4.16	3.85	3.68
X'd Dir. Axis Transient	0.23	0.21	0.20	0.17	0.25	0.24	0.23	0.22
X''d Dir. Axis Subtransient	0.17	0.16	0.15	0.12	0.17	0.16	0.15	0.15
Xq Quad. Axis Reactance	2.74	2.55	2.37	1.97	3.18	3.06	2.84	2.71
X''q Quad. Axis Subtransient	0.48	0.45	0.41	0.34	0.48	0.46	0.43	0.41
XL Stator Leakage Reactance	0.08	0.07	0.07	0.05	0.10	0.09	0.09	0.08
Xlr Rotor Leakage Reactance	0.12	0.11	0.10	0.09	0.14	0.13	0.12	0.12
X2 Negative Sequence Reactance	0.32	0.30	0.28	0.23	0.34	0.32	0.30	0.29
X0 Zero Sequence Reactance	0.12	0.11	0.10	0.08	0.11	0.11	0.10	0.10

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Time Constants (Seconds)		
T'd TRANSIENT TIME CONST.	0.08	
T''d SUB-TRANSTIME CONST.	0.019	
T'do O.C. FIELD TIME CONST.	1.7	
Ta ARMATURE TIME CONST.	0.018	
T''q SUB-TRANSTIME CONST.	0.0077	
Resistances in Ohms (Ω) at 22 ^o C		
Stator Winding Resistance (Ra), per phase for series connected	0.0124	
Rotor Winding Resistance (Rf)	1.05	
Exciter Stator Winding Resistance	18	
Exciter Rotor Winding Resistance per phase	0.068	
PMG Phase Resistance (Rpmg) per phase	1.9	
Positive Sequence Resistance (R1)	0.0155	
Negative Sequence Resistance (R2)	0.017856	
Zero Sequence Resistance (R0)	0.0155	
Saturation Factors	400V	480V
SG1.0	0.31	0.31
SG1.2	1.25	1.25
Mechanical Data		
Shaft and Keys	All alternator rotors are dynamically balanced to better than BS6861: Part 1 Grade 2.5 for minimum vibration in operation. Two bearing generators are balanced with a half key.	
	1 Bearing	2 Bearings
SAE Adaptor	SAE 0.5, 1	N/A
Moment of Inertia	4.0771 kgm2	N/A
Weight Wound Stator	415 kg	N/A
Weight Wound Rotor	361 kg	N/A
Weight Complete Alternator	940 kg	N/A
Shipping weight in a Crate	1010 kg	N/A
Packing Crate Size	155 x 87 x 107(cm)	N/A
Maximum Over Speed	2250 RPM for two minutes	
Bearing Drive End	N/A	N/A
Bearing Non-Drive End	Ball 6314	N/A

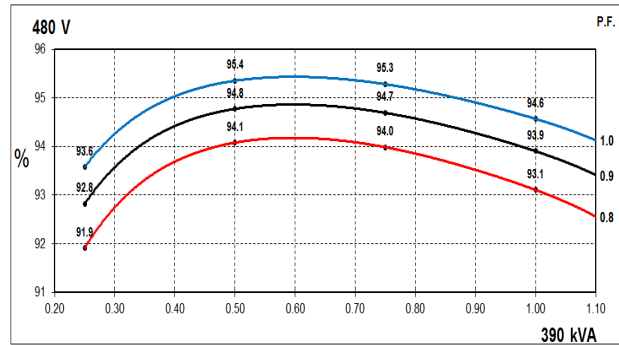
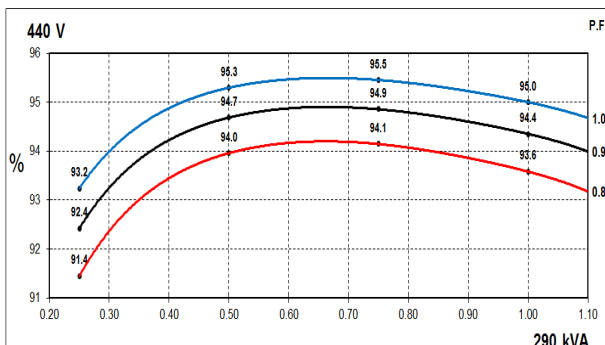
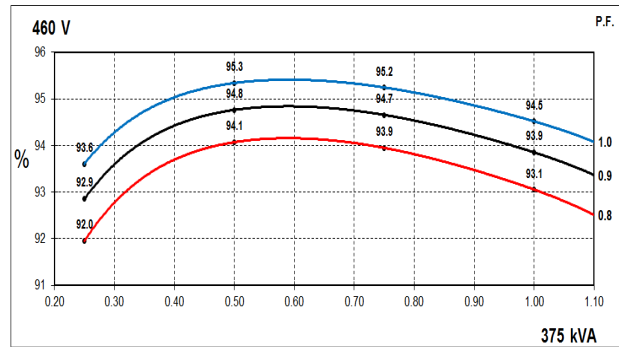
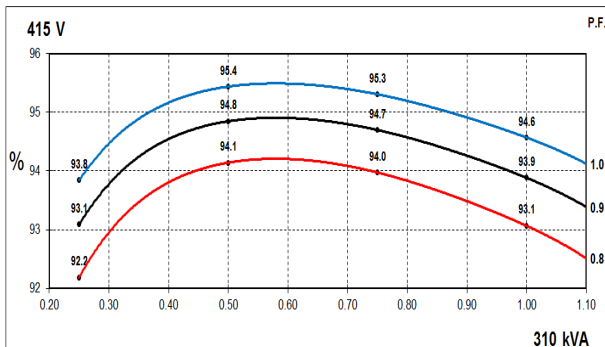
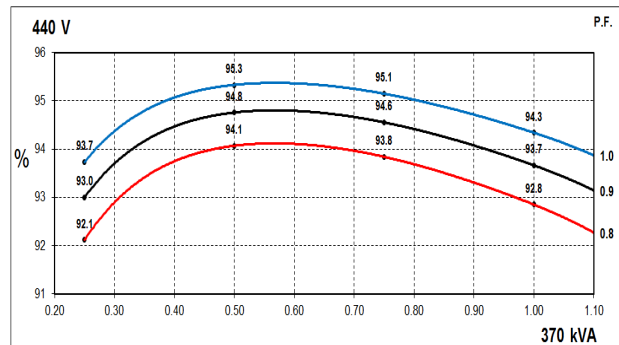
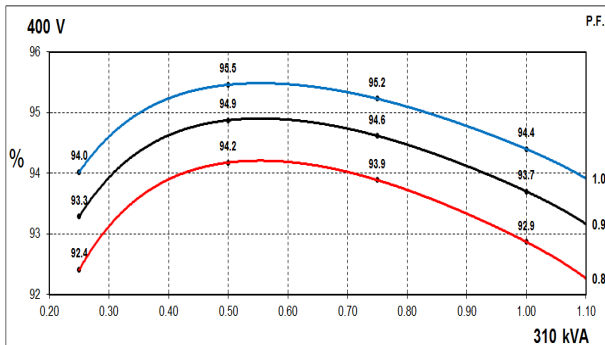
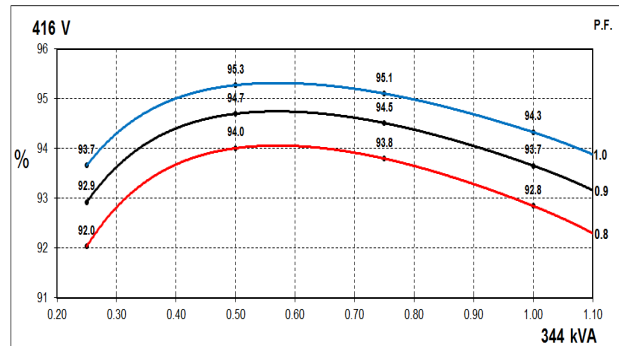
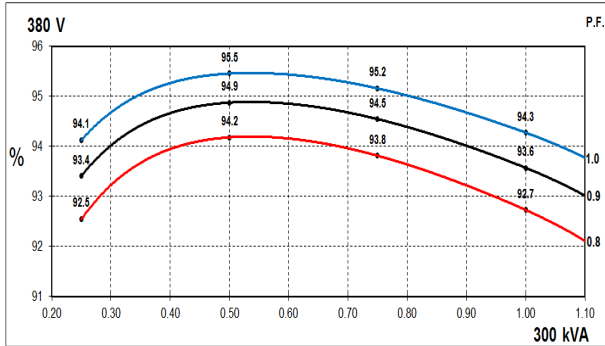
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THREE PHASE EFFICIENCY CURVES

50Hz

60Hz

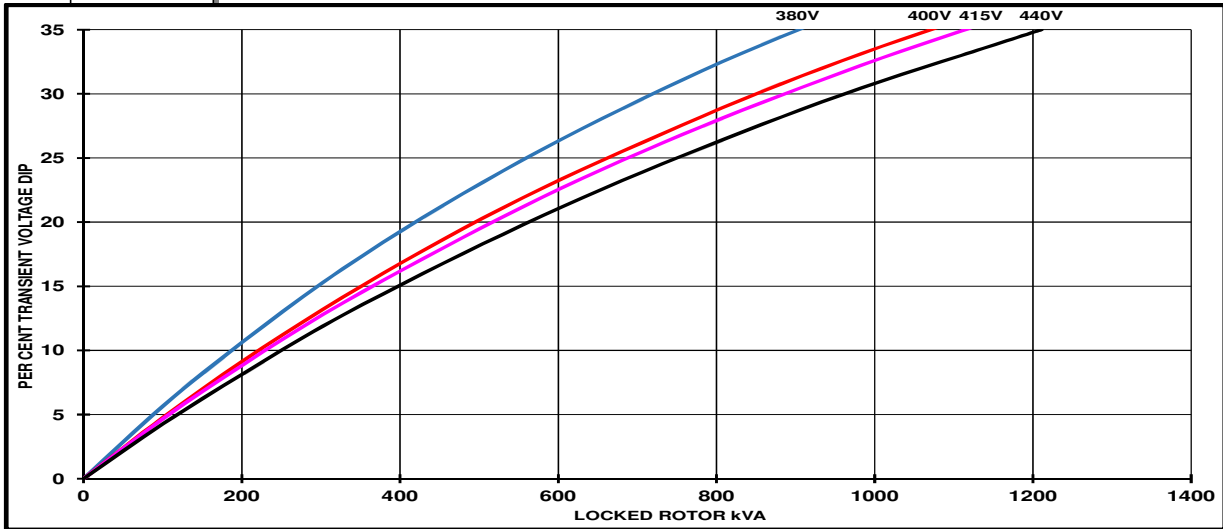


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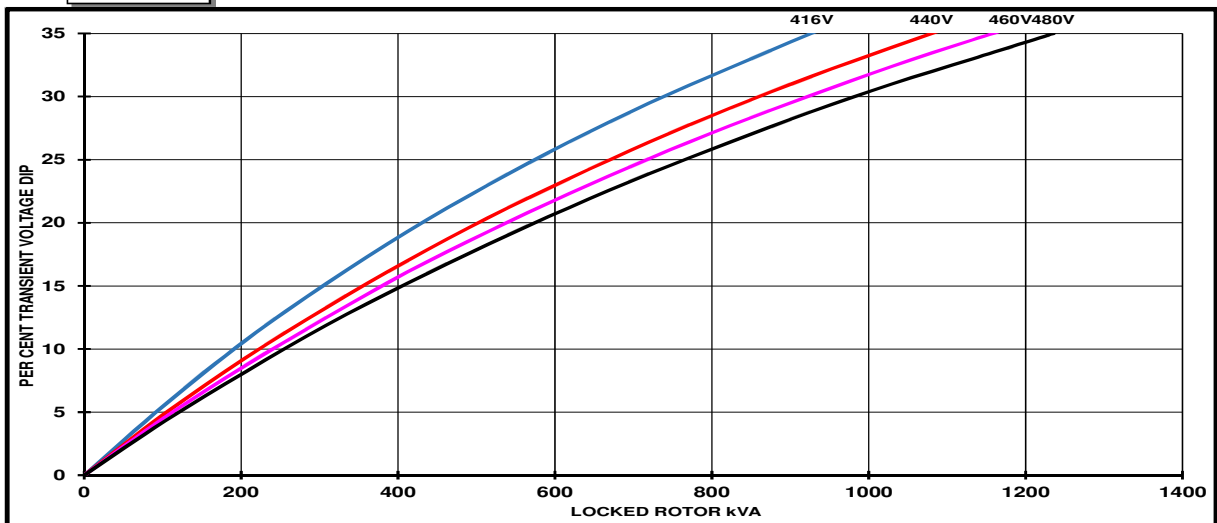
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Locked Rotor Motor Starting Curves - Separately Excited

50Hz



60Hz



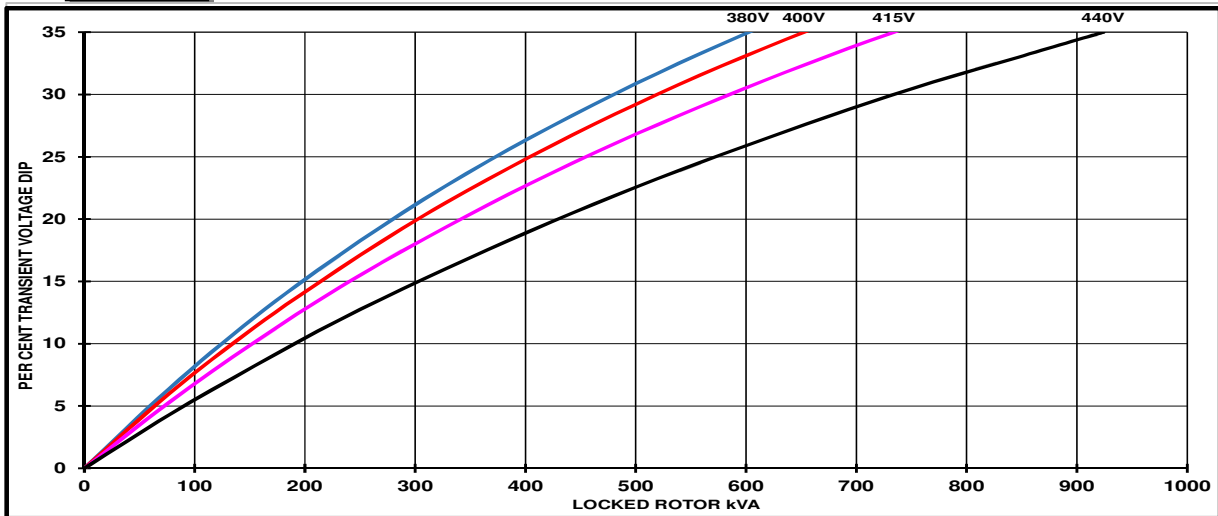
Transient Voltage Dip Scaling Factor		Transient Voltage Rise Scaling Factor
PF	Factor	For voltage rise multiply voltage dip by 1.25
< 0.5	1	
0.5	0.97	
0.6	0.93	
0.7	0.9	
0.8	0.85	
0.9	0.83	

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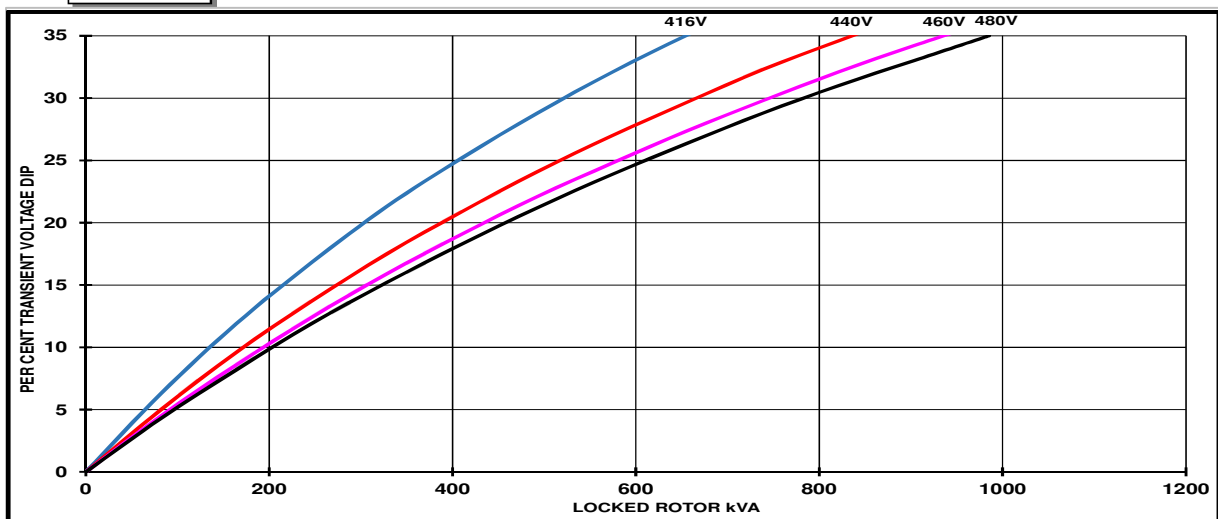
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Locked Rotor Motor Starting Curves - Self Excited

50Hz



60Hz



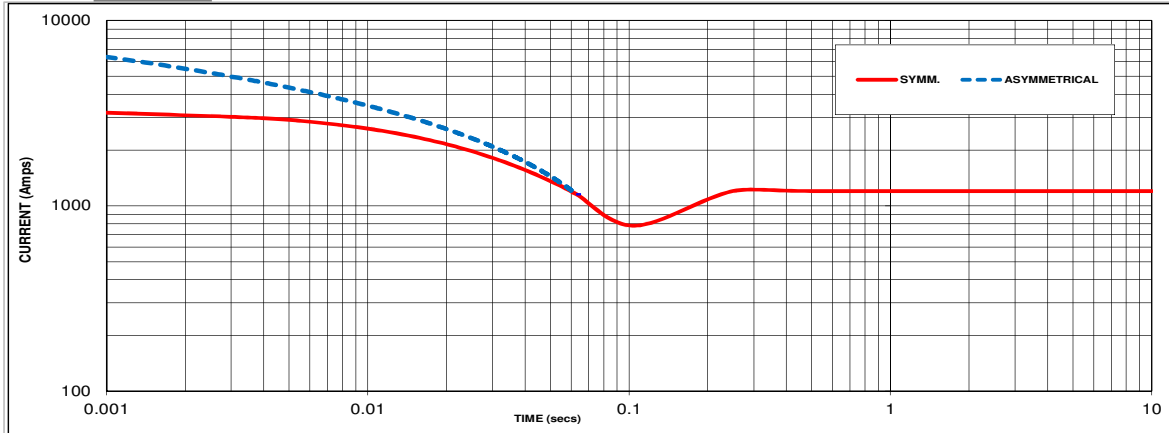
Transient Voltage Dip Scaling Factor		Transient Voltage Rise Scaling Factor
PF	Factor	For voltage rise multiply voltage dip by 1.25
< 0.5	1	
0.5	0.97	
0.6	0.93	
0.7	0.9	
0.8	0.85	
0.9	0.83	

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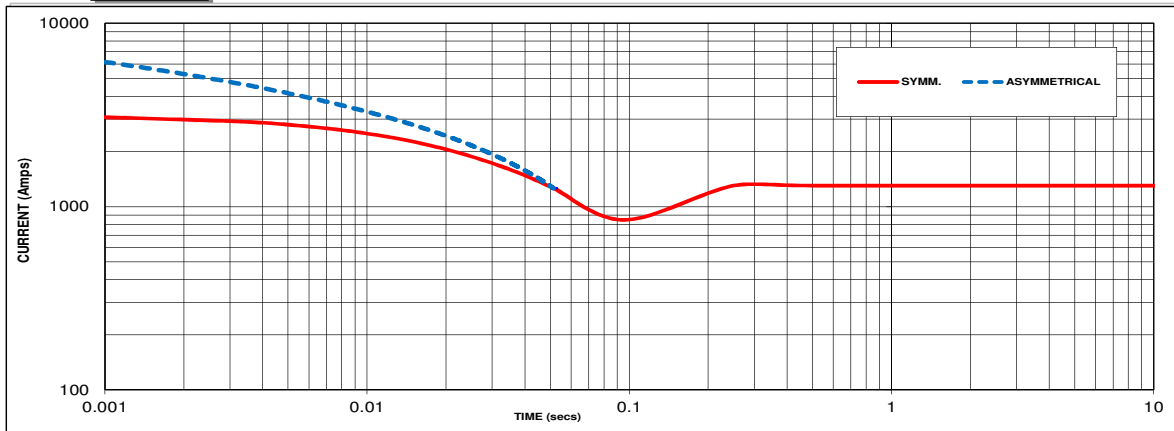
Three-phase Short Circuit Decrement Curve

50Hz



Sustained Short Circuit = 1200 Amps

60Hz



Sustained Short Circuit = 1300 Amps

Note 1

The following multiplication factors should be used to adjust the values from curve between time 0.001 seconds and the minimum current point in respect of nominal operating voltage :

50Hz		60Hz	
Voltage	Factor	Voltage	Factor
380V	X 1.00	416V	X 1.00
400V	X 1.05	440V	X 1.06
415V	X 1.09	460V	X 1.10
440V	X 1.16	480V	X 1.15

The sustained current value is constant irrespective of voltage level

Note 2

The following multiplication factor should be used to convert the values calculated in accordance with NOTE 1 to those applicable to the various types of short circuit :

	3-phase	2-phase L-L	1-phase L-N
Instantaneous	x 1.00	x 0.87	x 1.30
Minimum	x 1.00	x 1.80	x 3.20
Sustained	x 1.00	x 1.50	x 2.50
Max. sustained duration	10 sec.	5 sec.	2 sec.

All other times are unchanged

Note 3

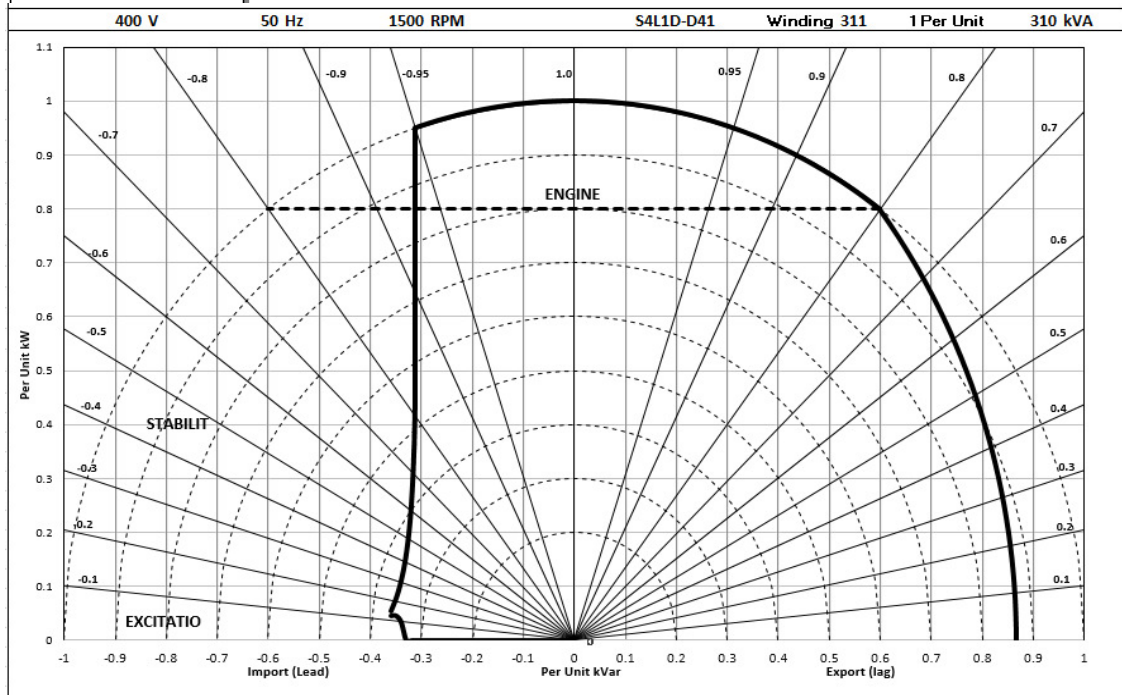
Curves are drawn for Star connected machines under no-load excitation at rated speeds. For other connection the following multipliers should be applied to current values as shown :
 Parallel Star = Curve current value X 2
 Series Delta = Curve current value X 1.732

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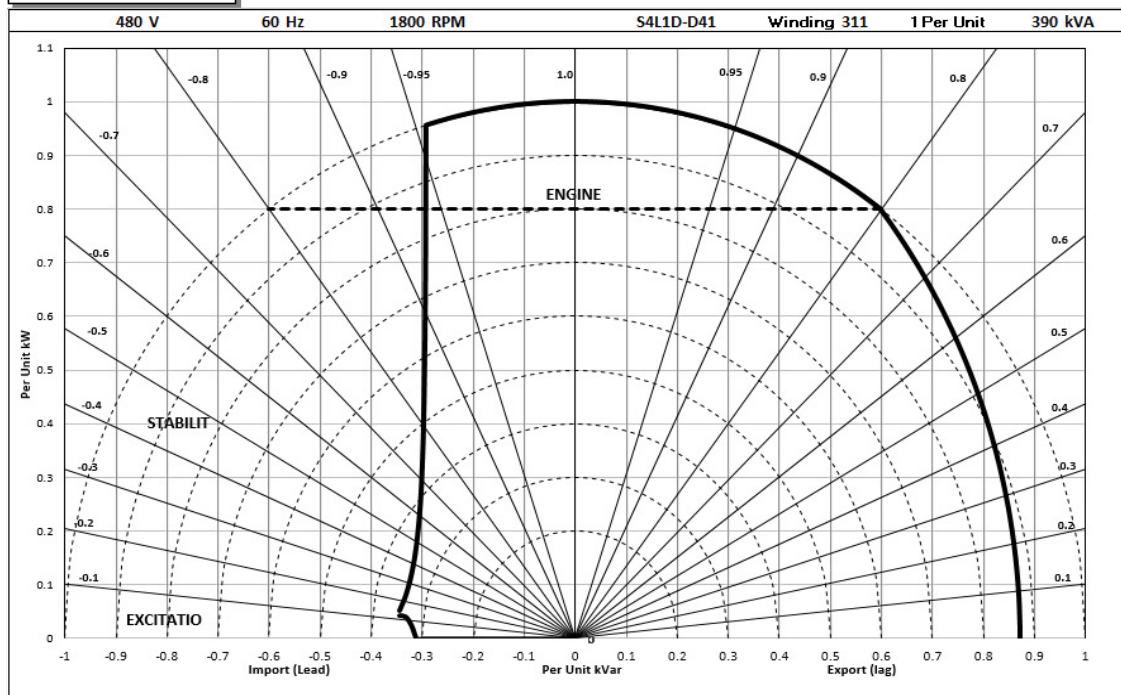
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Typical Alternator Operating Charts

400V/50Hz



480V/60Hz



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RATINGS AT 0.8 POWER FACTOR

Class - Temp Rise		Standby - 163/27°C				Standby - 150/40°C				Cont. H - 125/40°C				Cont. F - 105/40°C			
50 Hz	Series Star (V)	380	400	415	440	380	400	415	440	380	400	415	440	380	400	415	440
	kVA	330	340	340	320	320	330	330	310	300	310	310	290	280	285	285	270
	kW	264	272	272	256	256	264	264	248	240	248	248	232	224	228	228	216
	Efficiency (%)	92.1	92.3	92.6	93.2	92.3	92.5	92.7	93.3	92.7	92.9	93.1	93.6	93.1	93.3	93.4	93.8
	kW Input	287	295	294	275	277	285	285	266	259	267	266	248	241	244	244	230

60 Hz	Series Star (V)	416	440	460	480	416	440	460	480	416	440	460	480	416	440	460	480
	kVA	375	410	415	430	365	400	400	415	344	370	375	390	315	340	345	355
	kW	300	328	332	344	292	320	320	332	275	296	300	312	252	272	276	284
	Efficiency (%)	92.4	92.2	92.5	92.6	92.5	92.4	92.7	92.8	92.8	92.9	93.1	93.1	93.2	93.2	93.4	93.5
	kW Input	325	356	359	372	316	346	345	358	296	319	322	335	270	292	295	304

De-Rates

All values tabulated above are subject to the following reductions:

- 5% when air inlet filters are fitted
- 3% for every 500 meters by which the operating altitude exceeds 1000 meters above mean sea level
- 3% for every 5°C by which the operational ambient temperature exceeds 40°C
- For any other operating conditions impacting the cooling circuit please refer to applications

Note: Requirement for operating in an ambient exceeding 60°C and altitude exceeding 4000 meters must be referred to applications.

Dimensional and Torsional Drawing

For dimensional and torsional information please refer to the alternator General Arrangement and rotor drawings available on our website (<http://stamford-avk.com/>)

Note: Continuous development of our products means that the information contained in our data sheets can change without notice, and specifications should always be confirmed with Cummins Generator Technologies prior to purchase.



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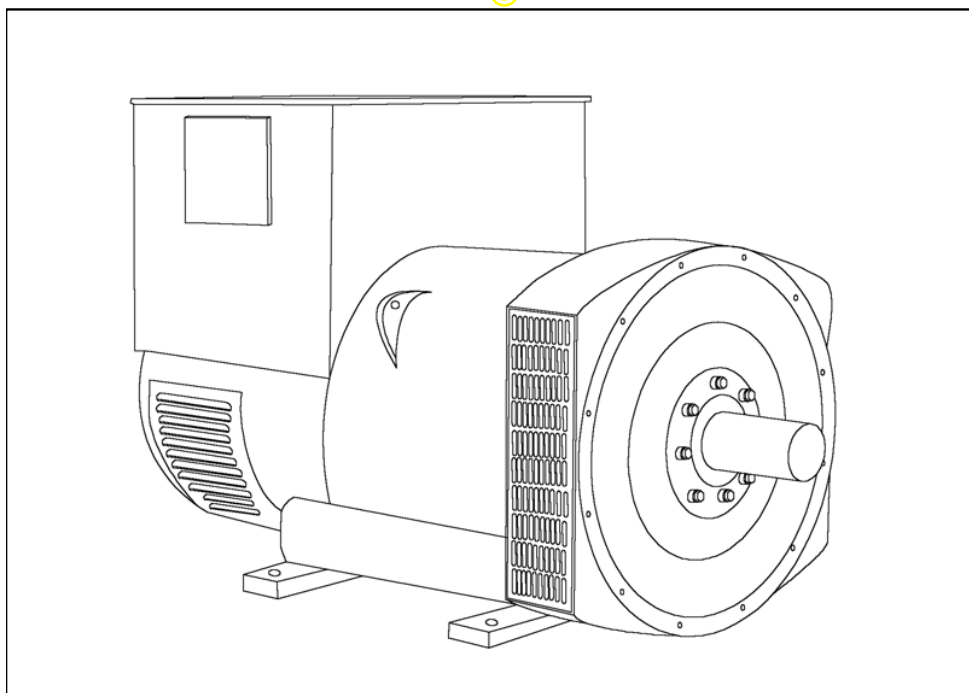
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STAMFORD[®]

HCI434D/444D - Winding 17

Technical  Data Sheet



HCI434D/444D

SPECIFICATIONS & OPTIONS

STAMFORD

STANDARDS

Stamford industrial generators meet the requirements of BS EN 60034 and the relevant section of other international standards such as BS5000, VDE 0530, NEMA MG1-32, IEC34, CSA C22.2-100, AS1359. Other standards and certifications can be considered on request.

VOLTAGE REGULATORS

AS440 AVR - STANDARD

With this self-excited system the main stator provides power via the Automatic Voltage Regulator (AVR) to the exciter stator. The high efficiency semi-conductors of the AVR ensure positive build-up from initial low levels of residual voltage.

The exciter rotor output is fed to the main rotor through a three-phase full-wave bridge rectifier. The rectifier is protected by a surge suppressor against surges caused, for example, by short circuit or out-of-phase paralleling. The AS440 will support a range of electronic accessories, including a 'droop' Current Transformer (CT) to permit parallel operation with other ac generators.

MX341 AVR

This sophisticated AVR is incorporated into the Stamford Permanent Magnet Generator (PMG) control system.

The PMG provides power via the AVR to the main exciter, giving a source of constant excitation power independent of generator output. The main exciter output is then fed to the main rotor, through a full wave bridge, protected by a surge suppressor. The AVR has in-built protection against sustained over-excitation, caused by internal or external faults. This de-excites the machine after a minimum of 5 seconds.

An engine relief load acceptance feature can enable full load to be applied to the generator in a single step.

If three-phase sensing is required with the PMG system the MX321 AVR must be used.

We recommend three-phase sensing for applications with greatly unbalanced or highly non-linear loads.

MX321 AVR

The most sophisticated of all our AVRs combines all the features of the MX341 with, additionally, three-phase rms sensing, for improved regulation and performance. Over voltage protection is built-in and short circuit current level adjustments is an optional facility.

WINDINGS & ELECTRICAL PERFORMANCE

All generator stators are wound to 2/3 pitch. This eliminates triplen (3rd, 9th, 15th ...) harmonics on the voltage waveform and is found to be the optimum design for trouble-free supply of non-linear loads. The 2/3 pitch design avoids excessive neutral currents sometimes seen with higher winding pitches, when in parallel with the mains. A fully connected damper winding reduces oscillations during paralleling. This winding, with the 2/3 pitch and carefully selected pole and tooth designs, ensures very low waveform distortion.

TERMINALS & TERMINAL BOX

Standard generators are 3-phase reconnectable with 12 ends brought out to the terminals, which are mounted on a cover at the non-drive end of the generator. A sheet steel terminal box contains the AVR and provides ample space for the customers' wiring and gland arrangements. It has removable panels for easy access.

SHAFT & KEYS

All generator rotors are dynamically balanced to better than BS6861:Part 1 Grade 2.5 for minimum vibration in operation. Two bearing generators are balanced with a half key.

INSULATION/IMPREGNATION

The insulation system is class 'H'.

All wound components are impregnated with materials and processes designed specifically to provide the high build required for static windings and the high mechanical strength required for rotating components.

QUALITY ASSURANCE

Generators are manufactured using production procedures having a quality assurance level to BS EN ISO 9001.

The stated voltage regulation may not be maintained in the presence of certain radio transmitted signals. Any change in performance will fall within the limits of Criteria 'B' of EN 61000-6-2:2001. At no time will the steady-state voltage regulation exceed 2%.

DE RATES

All values tabulated on page 6 are subject to the following reductions

5% when air inlet filters are fitted.

3% for every 500 metres by which the operating altitude exceeds 1000 metres above mean sea level.

3% for every 5 C by which the operational ambient temperature exceeds 40 C.

Note: Requirement for operating in an ambient exceeding 60 C must be referred to the factory.

NB Continuous development of our products entitles us to change specification details without notice, therefore they must not be regarded as binding.

Front cover drawing typical of product range.

HCI434D/444D

STAMFORD

WINDING 17

CONTROL SYSTEM	SEPARATELY EXCITED BY P.M.G.		
A.V.R.	MX321	MX341	
VOLTAGE REGULATION	± 0.5 %	± 1.0 %	With 4% ENGINE GOVERNING
SUSTAINED SHORT CIRCUIT	REFER TO SHORT CIRCUIT DECREMENT CURVES (page 5)		

CONTROL SYSTEM	SELF EXCITED		
A.V.R.	AS440		
VOLTAGE REGULATION	± 1.0 %	With 4% ENGINE GOVERNING	
SUSTAINED SHORT CIRCUIT	WILL NOT SUSTAIN A SHORT CIRCUIT		

INSULATION SYSTEM	CLASS H	
PROTECTION	IP23	
RATED POWER FACTOR	0.8	
STATOR WINDING	DOUBLE LAYER LAP	
WINDING PITCH	TWO THIRDS	
WINDING LEADS	12	
STATOR WDG. RESISTANCE	0.02 Ohms PER PHASE AT 22°C SERIES STAR CONNECTED	
ROTOR WDG. RESISTANCE	1.05 Ohms at 22°C	
EXCITER STATOR RESISTANCE	18 Ohms at 22°C	
EXCITER ROTOR RESISTANCE	0.068 Ohms PER PHASE AT 22°C	
R.F.I. SUPPRESSION	BS EN 61000-6-2 & BS EN 61000-6-4,VDE 0875G, VDE 0875N. refer to factory for others	
WAVEFORM DISTORTION	NO LOAD < 1.5% NON-DISTORTING BALANCED LINEAR LOAD < 5.0%	
MAXIMUM OVERSPEED	2250 Rev/Min	
BEARING DRIVE END	BALL. 6317 (ISO)	
BEARING NON-DRIVE END	BALL. 6314 (ISO)	
	1 BEARING	2 BEARING
WEIGHT COMP. GENERATOR	940 kg	950 kg
WEIGHT WOUND STATOR	415 kg	415 kg
WEIGHT WOUND ROTOR	361 kg	338 kg
WR² INERTIA	4.0771 kgm²	3.8783 kgm²
SHIPPING WEIGHTS in a crate	1010 kg	1010 kg
PACKING CRATE SIZE	155 x 87 x 107(cm)	155 x 87 x 107(cm)
TELEPHONE INTERFERENCE	THF<2%	TIF<50
COOLING AIR	0.99 m³/sec 2100 cfm	
VOLTAGE SERIES STAR	600V	
VOLTAGE PARALLEL STAR	300V	
VOLTAGE SERIES DELTA	346V	
kVA BASE RATING FOR REACTANCE VALUES	375	
Xd DIR. AXIS SYNCHRONOUS	2.96	
X'd DIR. AXIS TRANSIENT	0.18	
X''d DIR. AXIS SUBTRANSIENT	0.13	
Xq QUAD. AXIS REACTANCE	2.54	
X''q QUAD. AXIS SUBTRANSIENT	0.34	
Xl LEAKAGE REACTANCE	0.07	
X2 NEGATIVE SEQUENCE	0.22	
X0ZERO SEQUENCE	0.08	
REACTANCES ARE SATURATED		
VALUES ARE PER UNIT AT RATING AND VOLTAGE INDICATED		
T'd TRANSIENT TIME CONST.	0.08s	
T''d SUB-TRANSTIME CONST.	0.019s	
T'do O.C. FIELD TIME CONST.	1.7s	
Ta ARMATURE TIME CONST.	0.018s	
SHORT CIRCUIT RATIO	1/Xd	

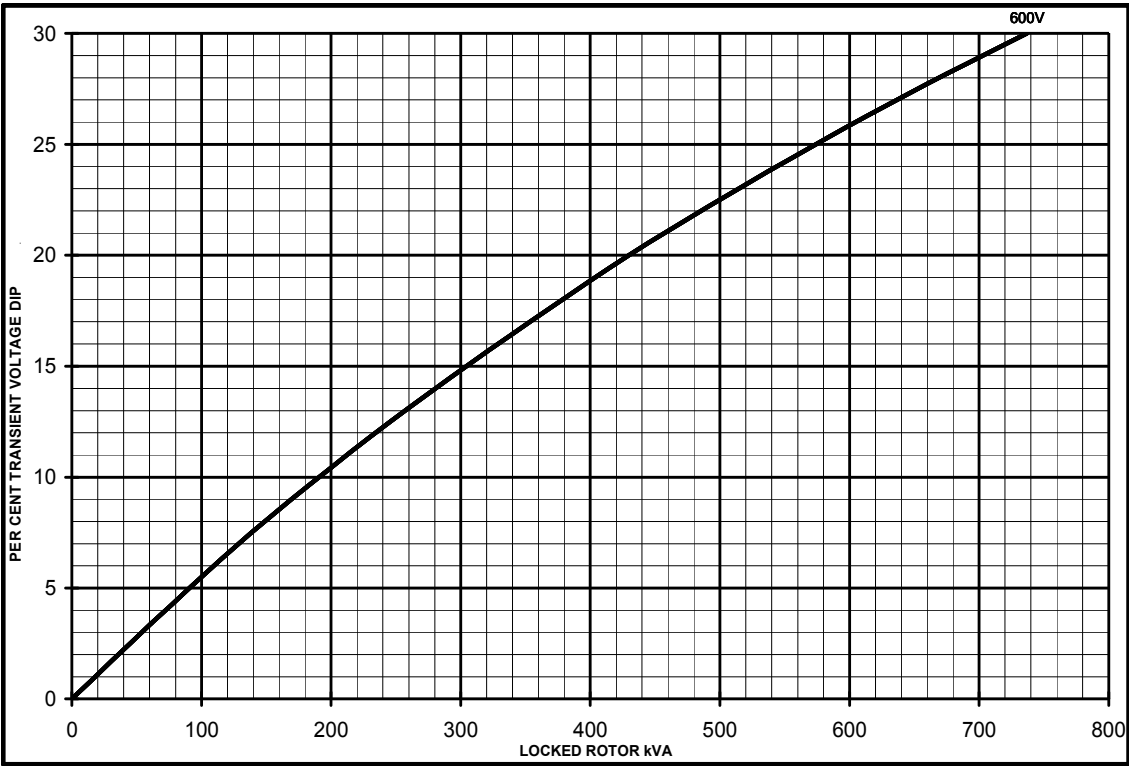
HCI434D/444D

STAMFORD

Winding 17

SX

Locked Rotor Motor Starting Curves



OCU

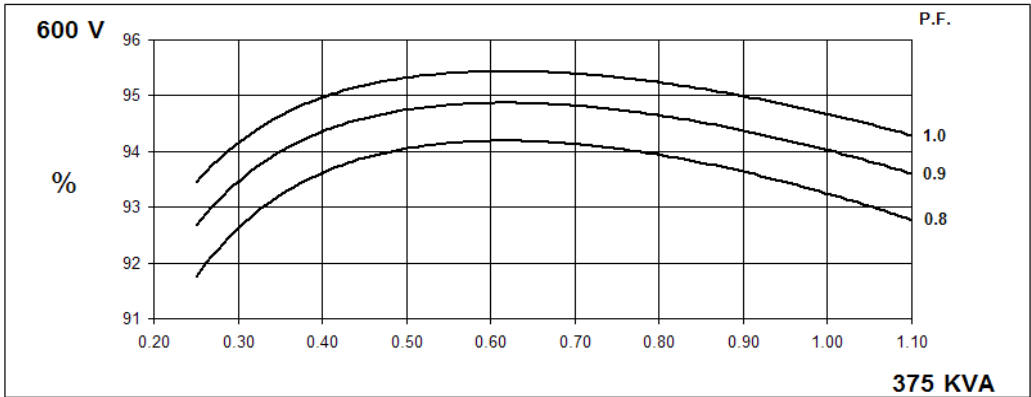
MX



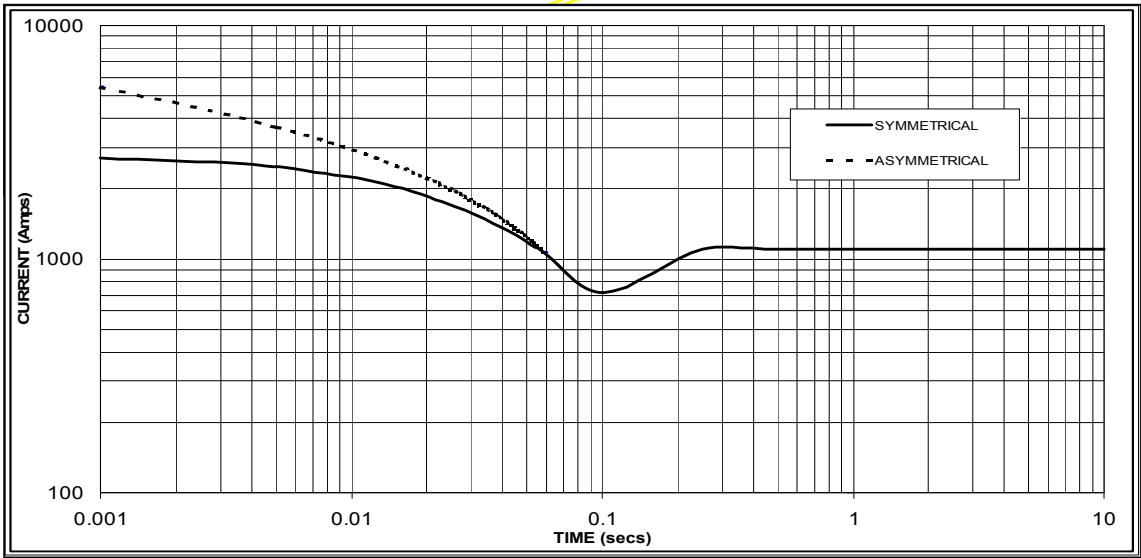
HCI434D/444D
Winding 17

STAMFORD

THREE PHASE EFFICIENCY CURVES



**Three-phase Short Circuit Decrement Curve. No-load Excitation at Rated Speed
Based on star (wye) connection.**



Sustained Short Circuit = 1100 Amps

Note

The following multiplication factor should be used to convert the values from curve for the various types of short circuit :

	3-phase	2-phase L-L	1-phase L-N
Instantaneous	x 1.00	x 0.87	x 1.30
Minimum	x 1.00	x 1.80	x 3.20
Sustained	x 1.00	x 1.50	x 2.50
Max. sustained duration	10 sec.	5 sec.	2 sec.

All other times are unchanged

HCI434D/444D

STAMFORD

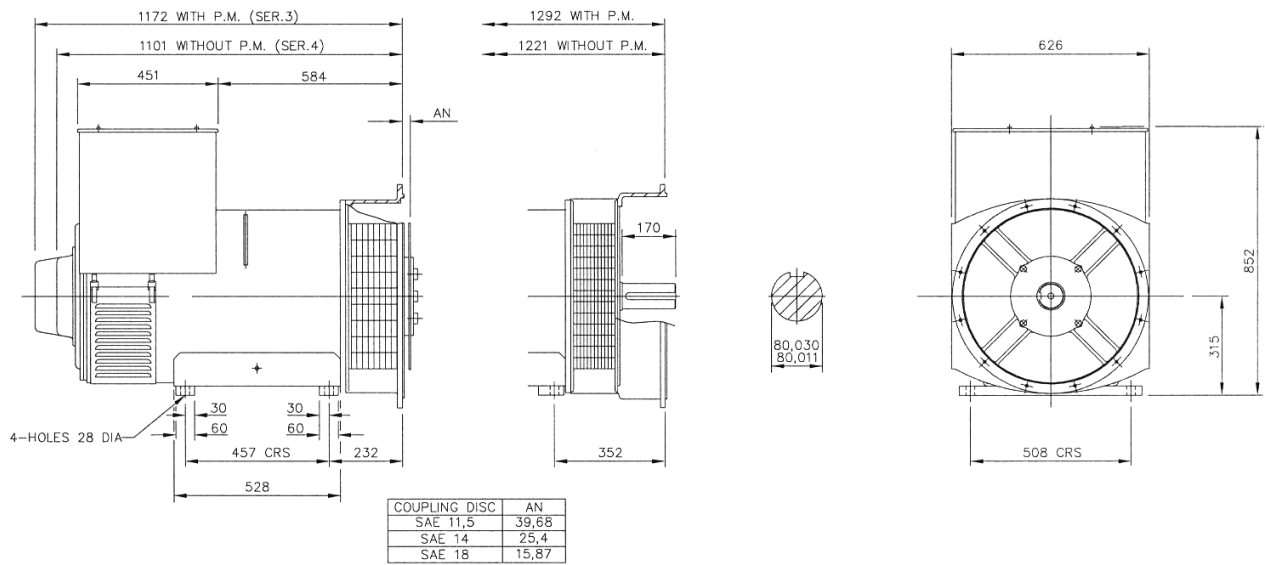
Winding 17 / 0.8 Power Factor

60Hz

RATINGS

Class - Temp Rise	Cont. F - 105/40°C	Cont. H - 125/40°C	Standby - 150/40°C	Standby - 163/27°C
Series Star (V)	600	600	600	600
Parallel Star (V)	300	300	300	300
Series Delta (V)	346	346	346	346
kVA	345	375	400	415
kW	276	300	320	332
Efficiency (%)	93.6	93.2	92.9	92.7
kW Input	295	322	344	358

APPROVED
DIMENSIONS



APPROVED DOCUMENT

STAMFORD

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DSE7410/20

AUTO START & AUTO MAINS FAILURE MODULES

FEATURES



The DSE7410 is an Auto Start Control Module and the **DSE7420** is an Auto Mains (Utility) Failure Control Module suitable for a wide variety of single, diesel or gas, gen-set applications.

A sophisticated module monitoring an extensive number of engine parameters, the DSE74xx will announce warnings, shutdown and engine status information on the back-lit LCD screen, illuminated LED, remote PC, audible alarm and via SMS text alerts. The module includes RS232, RS485 & Ethernet ports as well as dedicated terminals for system expansion.

The DSE7400 Series modules are compatible with electronic (CAN) and non-electronic (magnetic pick-up/alternator sensing) engines and offer a comprehensive number of flexible inputs, outputs and extensive engine protections so the system can be easily adapted to meet the most demanding industry paralleling requirements.

The modules can be easily configured using the DSE Configuration Suite Software. Selected front panel editing is also available.

ENVIRONMENTAL TESTING STANDARDS

ELECTRO-MAGNETIC COMPATIBILITY

BS EN 61000-6-2
EMC Generic Immunity Standard for the Industrial Environment
BS EN 61000-6-4
EMC Generic Emission Standard for the Industrial Environment

ELECTRICAL SAFETY

BS EN 60950
Safety of Information Technology Equipment, including Electrical Business Equipment

TEMPERATURE

BS EN 60068-2-1
Ab/Ae Cold Test -30 °C
BS EN 60068-2-2
Bb/Be Dry Heat +70 °C

VIBRATION

BS EN 60068-2-6
Ten sweeps in each of three major axes
5 Hz to 8 Hz @ +/-7.5 mm,
8 Hz to 500 Hz @ 2 gn

HUMIDITY

BS EN 60068-2-30
Db Damp Heat Cyclic 20/55 °C @ 95% RH 48 Hours
BS EN 60068-2-78
Cab Damp Heat Static 40 °C @ 93% RH 48 Hours

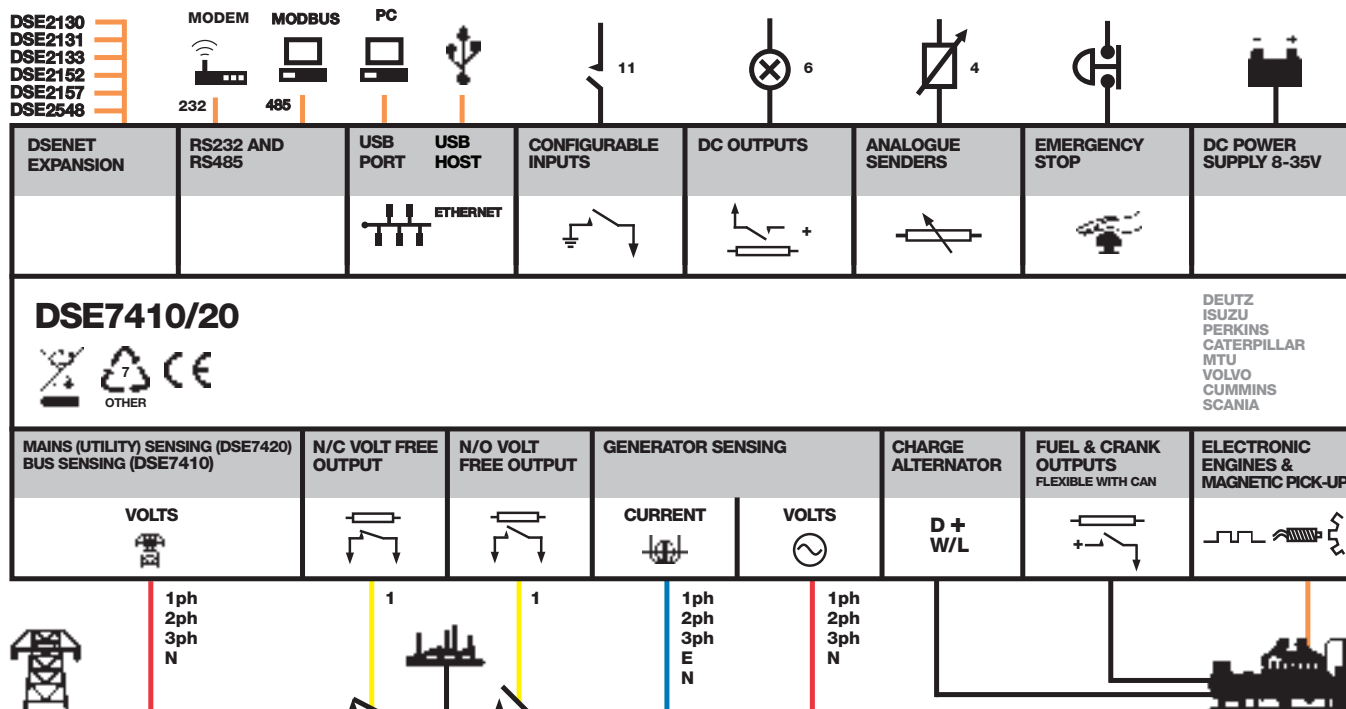
SHOCK

BS EN 60068-2-27
Three shocks in each of three major axes
15 gn in 11 ms

DEGREES OF PROTECTION PROVIDED BY ENCLOSURES

BS EN 60529
IP65 - Front of module when installed into the control panel with the supplied sealing gasket.

COMPREHENSIVE FEATURE LIST TO SUIT A WIDE VARIETY OF GEN-SET APPLICATIONS



DSE7410/20

AUTO START & AUTO MAINS FAILURE MODULES

FEATURES



DSE7420

DSE7410



KEY FEATURES

- Configurable inputs (11)
- Configurable outputs (8)
- Voltage measurement
- Mains (utility) failure detection
- Dedicated load test button
- kW overload alarms
- Comprehensive electrical protection
- RS232, RS485 & Ethernet remote communications
- Modbus RTU/TCP
- PLC functionality
- Multi event exercise timer
- Back-lit LCD 4-line text display
- Multiple display languages
- Automatic start/Manual start
- Audible alarm
- Fixed and flexible LED indicators
- Event log (250)
- Engine protection
- Fault condition notification to a designated PC
- Front panel mounting
- Protected front panel programming
- Configurable alarms and timers
- Configurable start and stop timers

- Five key menu navigation
- Front panel editing with PIN protection
- 3 configurable maintenance alarms
- CAN and magnetic pick-up/Alt. sensing
- Fuel usage monitor and low fuel alarms
- Charge alternator failure alarm
- Manual speed control (on compatible CAN engines)
- Manual fuel pump control
- "Protections disabled" feature
- Reverse power protection
- Power monitoring (kW h, kV Ar, kV A h, kV Ar h)
- Load switching (load shedding and dummy load outputs)
- Automatic load transfer (DSE7420)
- Unbalanced load protection
- Independent earth fault trip
- Fully configurable via DSE Configuration Suite PC software
- Configurable display languages
- Remote SCADA monitoring via DSE Configuration Suite PC software

- Advanced SMS messaging (additional external modem required)
- Start & stop capability via SMS messaging
- Additional display screens to help with modem diagnostics
- DSENet® expansion
- Integral PLC editor

KEY BENEFITS

- RS232, RS485 & Ethernet can be used at the same time
- DSENet® connection for system expansion
- PLC functionality
- Five step dummy load support
- Five step load shedding support
- High number of inputs and outputs
- Worldwide language support
- Direct USB connection to PC
- Ethernet monitoring
- USB host
- Data logging & trending

RELATED MATERIALS

TITLE

DSE7410 Installation Instructions
DSE7420 Installation Instructions
 DSE74xx Quick Start Guide
 DSE74xx Operator Manual
 DSE74xx PC Configuration Suite Manual

PART NO'S

053-085
 053-088
 057-162
 057-161
 057-160

SPECIFICATION

DC SUPPLY

CONTINUOUS VOLTAGE RATING
 8 V to 35 V Continuous

CRANKING DROPOUTS

Able to survive 0 V for 50 mS, providing supply was at least 10 V before dropout and supply recovers to 5 V. This is achieved without the need for internal batteries

MAXIMUM OPERATING CURRENT

260 mA at 12 V, 130 mA at 24 V

MAXIMUM STANDBY CURRENT

120 mA at 12 V, 65 mA at 24 V

CHARGE FAIL/EXCITATION RANGE

0 V to 35 V

OUTPUTS

OUTPUT A (FUEL)

15 A DC at supply voltage

OUTPUT B (START)

15 A DC at supply voltage

OUTPUTS C & D

8 A AC at 250 V AC (Volt free)

AUXILIARY OUTPUTS E,F,G,H,I & J

2 A DC at supply voltage

GENERATOR

VOLTAGE RANGE

15 V to 333 V AC (L-N)

FREQUENCY RANGE

3.5 Hz to 75 Hz

MAINS (UTILITY) (DSE7420)

VOLTAGE RANGE

15 V to 333 V AC (L-N)

FREQUENCY RANGE

3.5 Hz to 75 Hz

BUS (DSE7410)

VOLTAGE RANGE

15 V to 333 V AC (L-N)

FREQUENCY RANGE

3.5 Hz to 75 Hz

MAGNETIC PICK UP

VOLTAGE RANGE

+/- 0.5 V to 70 V

FREQUENCY RANGE

10,000 Hz (max)

DIMENSIONS

OVERALL

240 mm x 172 mm x 57 mm
 9.4" x 6.8" x 2.2"

PANEL CUTOUT

220 mm x 160 mm
 8.7" x 6.3"

MAXIMUM PANEL THICKNESS

8 mm
 0.3"

STORAGE TEMPERATURE RANGE

-40 °C to +85 °C

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Molded Case Circuit Breakers
Power Defense™ UL Global Series
Part Number: PDG33G0400B2NJNNNNNN



Datasheet creation date: 02/12/2019

PRODUCT VIEW *(Use Mouse to Rotate and Zoom)*

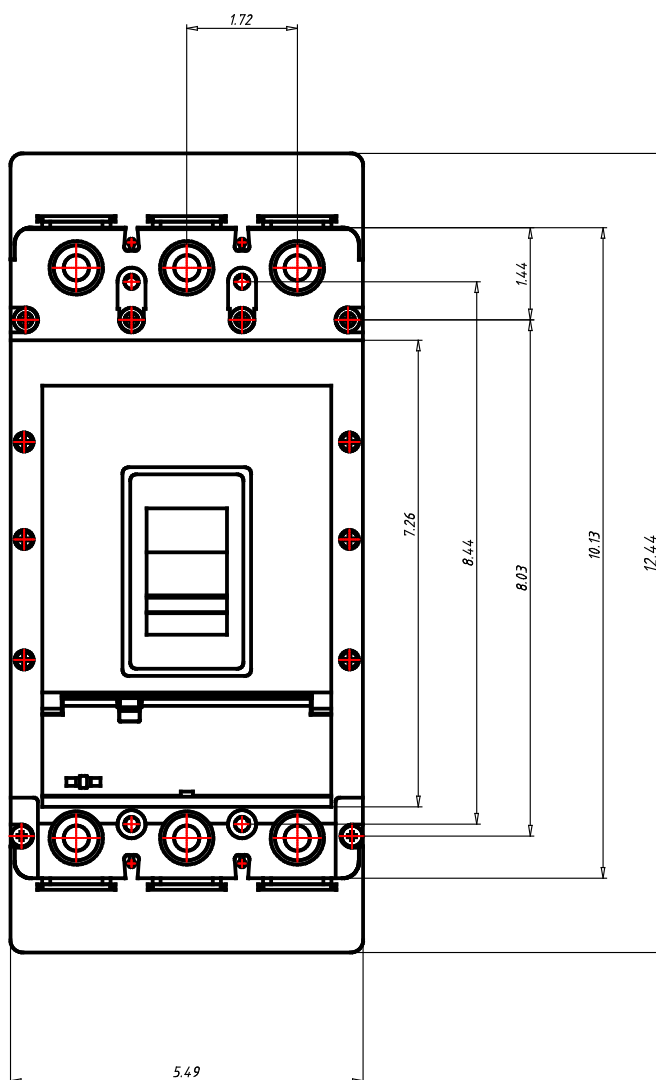
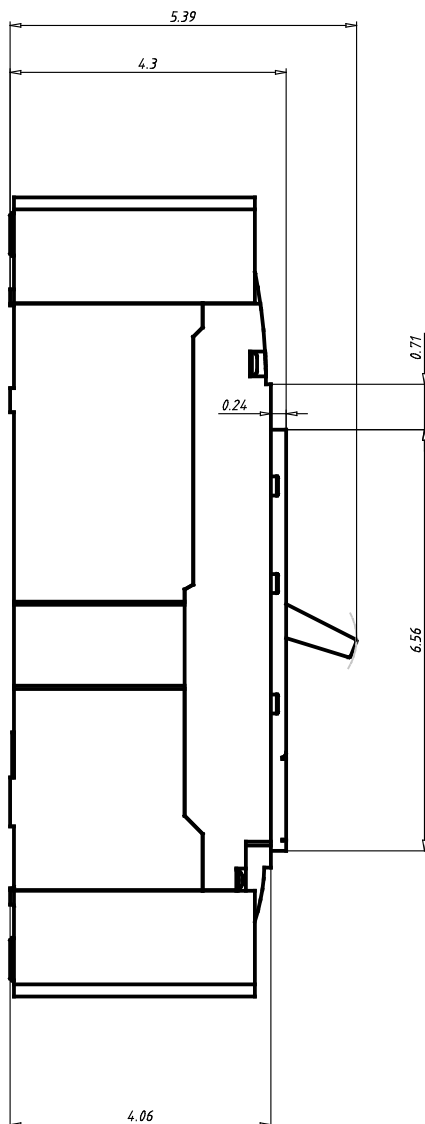
Eaton's Power Defense™ molded case circuit breakers, a globally rated platform designed to help keep your power system safe with latest protection technology. Engineered for the future: IoT and Industry 4.0 features such as built-in communications, advanced energy metering, and algorithms that signal breaker maintenance; zone selective interlock technology that clears faults quickly and locally; ArcFlash reduction options that help protect your people, and not to mention Eaton's best-in-class support and service.

Tech Data for Configured Product

Power Defense Catalog Number	PDG33G0400B2NJNNNNNN
Frame Size	Frame 3
Poles	3 Pole
Voltage	480V AC
Interruption or Breaking Capacity (Icu/Ics)	35kA
Continuous Current Rating (In)	400A
Trip Unit Type	PXR10
Trip Unit Options 1	LSI
Trip Unit Options 2	None
Indicating Accessories	None
Indicating Accessories Terminal	None
Tripping Accessories	None
Tripping Accessory Terminal	None
Tripping Accessory Voltage	None
Line Type Description	Option 1 - Standard Terminal
Line Conductor Options	(2) 3/0 - 250
Line Terminal Type	Aluminum
Load Type Description	Option 1 - Standard Terminal
Load Conductor Options	(2) 3/0 - 250
Load Terminal Type	Aluminum
Special Options - Type of Modification	None
Details	None
Additional Description	None

Molded Case Circuit Breakers
Power Defense™ UL Global Series
Part Number: PDG33G0400B2NJNNNNN

Technical drawings



Molded Case Circuit Breakers
Power Defense™ UL Global Series
Part Number: PDG33G0400B2NJNNNNNN

General Technical Data

Frame Rating (In)	400A
Reference Standard	UL489, CSA 22.2, IEC 60947-2 & GB
Number of poles	3
Neutral rating	-
Interruption Rating Designator	F / G / K / M / N / P
UL Interruption Rating to UL 489 (240Vac)	35 / 65 / 85 / 100 / 150 / 200kA
UL Interruption Rating to UL 489 (480Vac)	25 / 35 / 50 / 65(a) / 85 / 100kA
UL Interruption Rating to UL 489 (600Vac)	14 / 18 / 25 / 35 / 50 / 65kA
UL Interruption Rating to UL 489 (125/250Vdc)	
UL Current Limiting	N / N / N / Y / Y / Y
Rated breaking capacity to IEC 60947-2 (220-240 Vac Icu)	35 / 55 / 85 / 100 / 150 / 200kA
Rated breaking capacity to IEC 60947-2 (220-240 Vac Ics)	35 / 55 / 85 / 100 / 100 / 150kA
Rated breaking capacity to IEC 60947-2 (380-415 Vac Icu)	25 / 36 / 50 / 70 / 70 / 100kA
Rated breaking capacity to IEC 60947-2 (380-415 Vac Ics)	25 / 36 / 50 / 53 / 70 / 70kA
Rated breaking capacity to IEC 60947-2 (440 Vac Icu)	25 / 30 / 35 / 50 / 70 / 100kA
Rated breaking capacity to IEC 60947-2 (440 Vac Ics)	20 / 22.5 / 35 / 40 / 50 / 50kA
Rated breaking capacity to IEC 60947-2 (525 Vac Icu)	18 / 20 / 25 / 30 / 35 / 40kA
Rated breaking capacity to IEC 60947-2 (525 Vac Ics)	5 / 7.5 / 10 / 15 / 25 / 25kA
Rated breaking capacity to IEC 60947-2 (690 Vac Icu)	- / 8 / 10 / 15 / 20 / 20kA
Rated breaking capacity to IEC 60947-2 (690 Vac Ics)	- / 4 / 5 / 7.5 / 10 / 10kA
Rated breaking capacity to IEC 60947-2 (125V DC Icu)	
Rated breaking capacity to IEC 60947-2 (250V DC 2P in series Ics)	10 / 10 / 10 / 22 / 22 / 22kA
Frequency	50/60Hz
Trip Unit Type	PXR10
Continuous Current Range	160 - 400A
100% UL489 Rated	Yes
Instantaneous/Short Circuit Range	2 - 10 In
Magnetic/Instantaneous Override	4400A
Dimensions H x W x D (inches)	10.125 x 5.47 x 4.297
Pole to pole distance inches	1.719
Approx Weight lbs	16
RoHS Compliance	Yes
UL File Number	E7819
Ambient Temp Calibration	
Derating at 50C	
Derating at 60C	
Derating at 70C	

1. 480Vac corresponds to 277Vac for 1P
2. 600Vac corresponds to 347Vac for 1P

Molded Case Circuit Breakers
Power Defense™ UL Global Series
Part Number: PDG43G0800B2NJNNNNNN



Datasheet creation date: 20/11/2019

PRODUCT VIEW *(Use Mouse to Rotate and Zoom)*

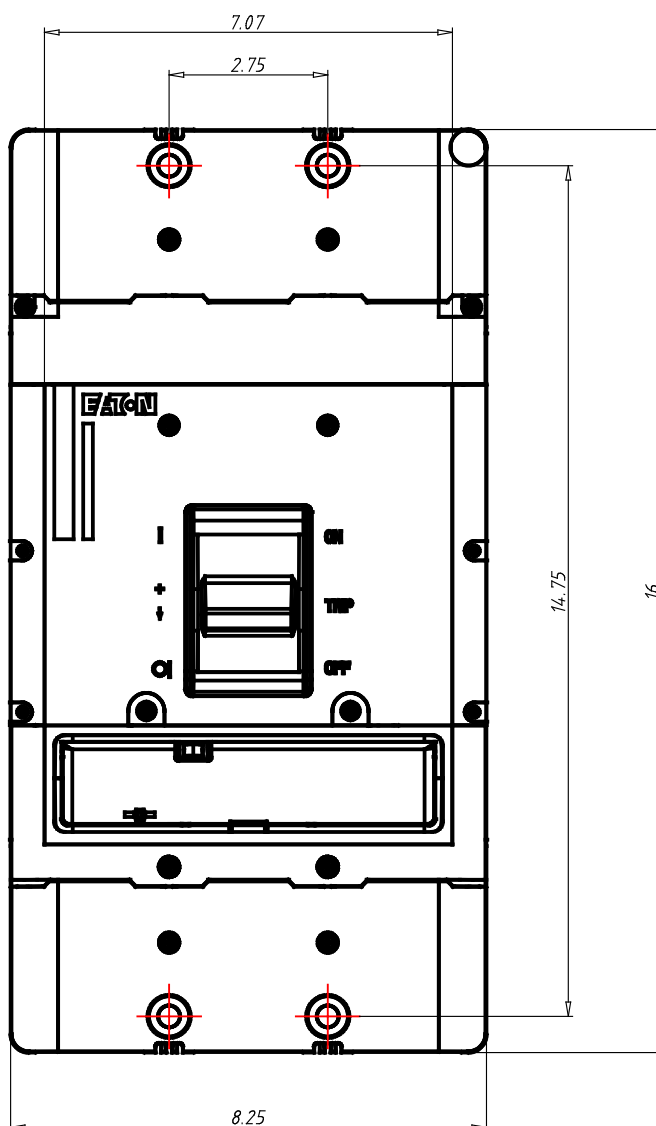
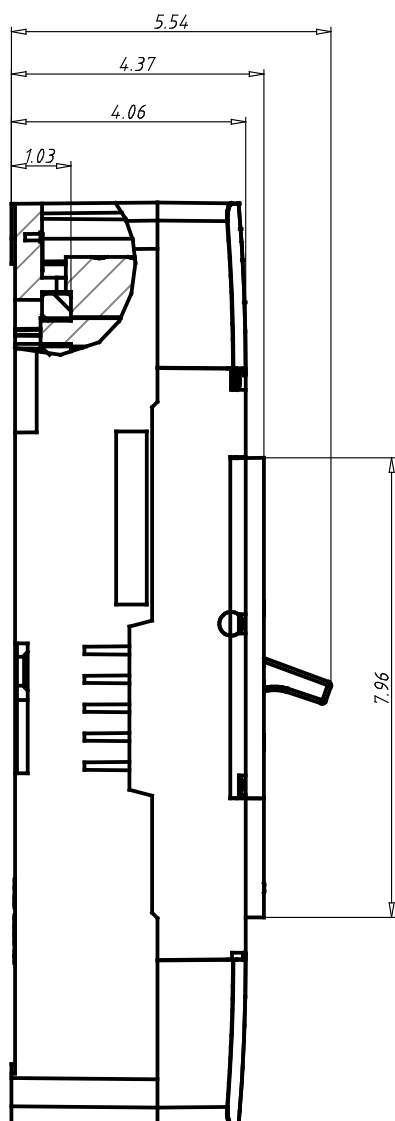
Eaton's Power Defense™ molded case circuit breakers, a globally rated platform designed to help keep your power system safe with latest protection technology. Engineered for the future: IoT and Industry 4.0 features such as built-in communications, advanced energy metering, and algorithms that signal breaker maintenance; zone selective interlock technology that clears faults quickly and locally; ArcFlash reduction options that help protect your people, and not to mention Eaton's best-in-class support and service.

Tech Data for Configured Product

Power Defense Catalog Number	PDG43G0800B2NJNNNNNN
Frame Size	Frame 4
Poles	3 Pole
Voltage	240V AC
Interruption or Breaking Capacity (Icu/Ics)	55kA
Continuous Current Rating (In)	800A
Trip Unit Type	PXR10
Trip Unit Options 1	LSI
Trip Unit Options 2	None
Indicating Accessories	None
Indicating Accessories Terminal	None
Tripping Accessories	None
Tripping Accessory Terminal	None
Tripping Accessory Voltage	None
Line Type Description	Option 1 - Standard Terminal
Line Conductor Options	(3) 3/0 - 400
Line Terminal Type	Aluminum
Load Type Description	Option 1 - Standard Terminal
Load Conductor Options	(3) 3/0 - 400
Load Terminal Type	Aluminum
Special Options - Type of Modification	None
Details	None
Additional Description	None

Molded Case Circuit Breakers
Power Defense™ UL Global Series
Part Number: PDG43G0800B2NJNNNNNN

Technical drawings



Molded Case Circuit Breakers
Power Defense™ UL Global Series
Part Number: PDG43G0800B2NJNNNNNN

General Technical Data

Frame Rating (In)	800A
Reference Standard	UL489, CSA 22.2, IEC 60947-2 & GB
Number of poles	3
Neutral rating	-
Interruption Rating Designator	G / K / M
UL Interruption Rating to UL 489 (240Vac)	65 / 85 / 100kA
UL Interruption Rating to UL 489 (480Vac)	35 / 50 / 65(a)kA
UL Interruption Rating to UL 489 (600Vac)	18 / 25 / 35kA
UL Interruption Rating to UL 489 (125/250Vdc)	
UL Current Limiting	-
Rated breaking capacity to IEC 60947-2 (220-240 Vac Icu)	55 / 85 / 100 / 100kA
Rated breaking capacity to IEC 60947-2 (220-240 Vac Ics)	55 / 85 / 100 / 100kA
Rated breaking capacity to IEC 60947-2 (380-415 Vac Icu)	36 / 50 / 70 / 70kA
Rated breaking capacity to IEC 60947-2 (380-415 Vac Ics)	36 / 50 / 53 / 70kA
Rated breaking capacity to IEC 60947-2 (440 Vac Icu)	30 / 35 / 50 / 65kA
Rated breaking capacity to IEC 60947-2 (440 Vac Ics)	22.5 / 35 / 40 / 50kA
Rated breaking capacity to IEC 60947-2 (525 Vac Icu)	20 / 25 / 30 / 35kA
Rated breaking capacity to IEC 60947-2 (525 Vac Ics)	16.5 / 20 / 25 / 25kA
Rated breaking capacity to IEC 60947-2 (690 Vac Icu)	8 / 10 / 15 / 20kA
Rated breaking capacity to IEC 60947-2 (690 Vac Ics)	4 / 5 / 7.5 / 10kA
Rated breaking capacity to IEC 60947-2 (125V DC Icu)	
Rated breaking capacity to IEC 60947-2 (250V DC 2P in series Ics)	22 / 22 / 25kA
Frequency	50/60Hz
Trip Unit Type	PXR10
Continuous Current Range	320 - 800A
100% UL489 Rated	Yes
Instantaneous/Short Circuit Range	2 - 8 In
Magnetic/Instantaneous Override	6800A
Dimensions H x W x D (inches)	16 x 8.25 x 4.38
Pole to pole distance inches	2,75
Approx Weight lbs	29,98
RoHS Compliance	Yes
UL File Number	E7819
Ambient Temp Calibration	
Derating at 50C	
Derating at 60C	
Derating at 70C	

1. 480Vac corresponds to 277Vac for 1P
2. 600Vac corresponds to 347Vac for 1P

Molded Case Circuit Breakers
Power Defense™ UL Global Series
Part Number: PDG53K1200E3RNNNNNNN



Datasheet creation date: 19/08/2019

PRODUCT VIEW *(Use Mouse to Rotate and Zoom)*

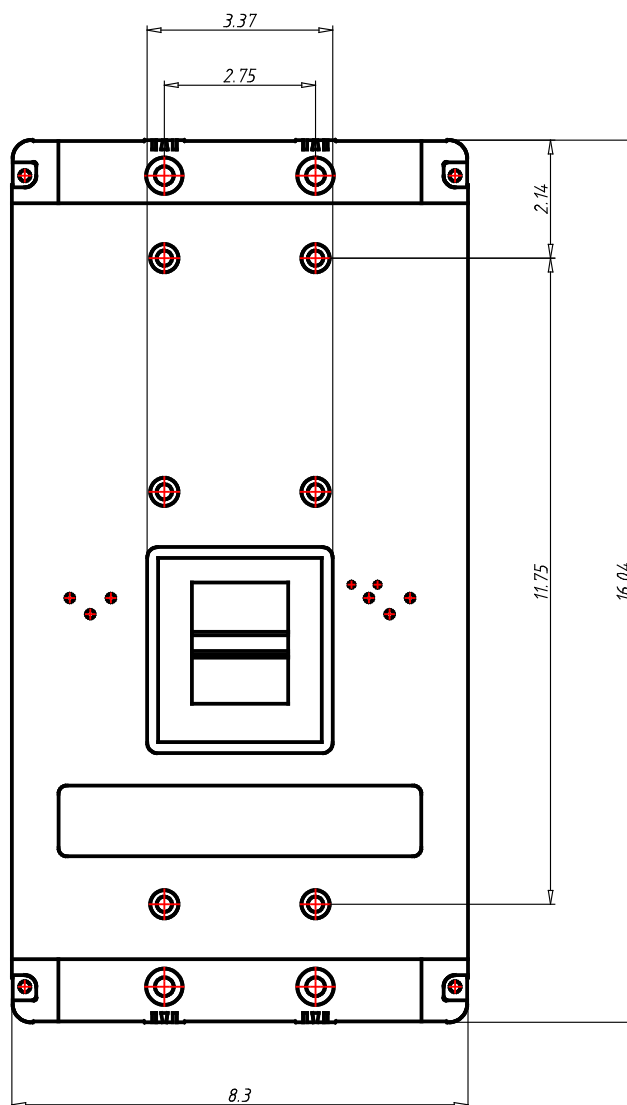
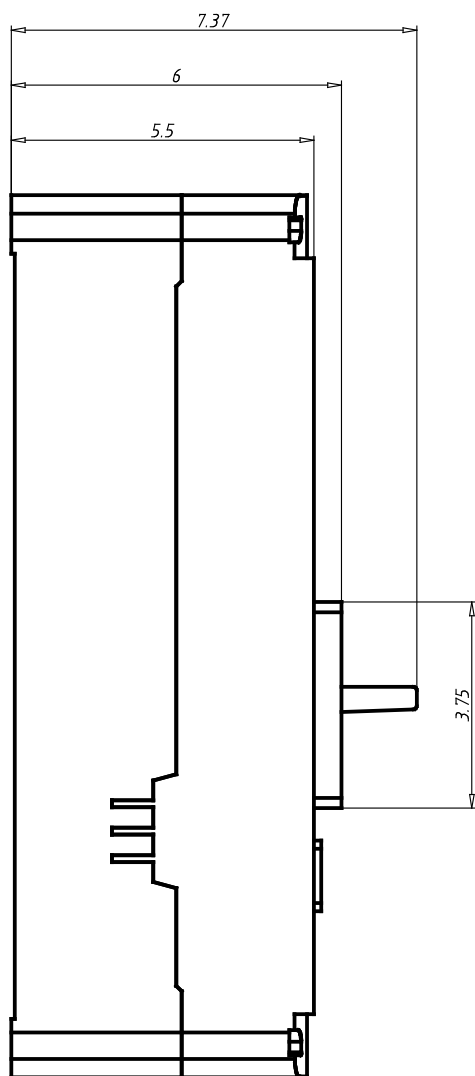
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Tech Data for Configured Product

Power Defense Catalog Number	PDG53K1200E3RNNNNNNN
Frame Size	Frame 5
Poles	3 Pole
Voltage	480V AC
Interruption or Breaking Capacity (Icu/Ics)	50kA
Continuous Current Rating (In)	1200A
Trip Unit Type	PXR20
Trip Unit Options 1	LSIG
Trip Unit Options 2	Relays
Indicating Accessories	None
Indicating Accessories Terminal	None
Tripping Accessories	None
Tripping Accessory Terminal	None
Tripping Accessory Voltage	None
Line Type Description	None
Line Conductor Options	N/A
Line Terminal Type	N/A
Load Type Description	None
Load Conductor Options	N/A
Load Terminal Type	N/A
Special Options - Type of Modification	None
Details	None
Additional Description	None

Molded Case Circuit Breakers
Power Defense™ UL Global Series
Part Number: PDG53K1200E3RNNNNNNN

Technical drawings



Molded Case Circuit Breakers
Power Defense™ UL Global Series
Part Number: PDG53K1200E3RNNNNNNN

General Technical Data

Frame Rating (In)	1200A
Reference Standard	UL489, CSA 22.2, IEC 60947-2 & GB
Number of poles	3
Neutral rating	-
Interruption Rating Designator	K / M / N / P / T
UL Interruption Rating to UL 489 (240Vac)	85 / 100 / 150 / 200 / 200kA
UL Interruption Rating to UL 489 (480Vac)	50 / 65 / 85 / 100 / 150kA
UL Interruption Rating to UL 489 (600Vac)	25 / 35 / 50 / 65 / 65kA
UL Interruption Rating to UL 489 (125/250Vdc)	
UL Current Limiting	-
Rated breaking capacity to IEC 60947-2 (220-240 Vac Icu)	85 / 100 / 150 / 200kA
Rated breaking capacity to IEC 60947-2 (220-240 Vac Ics)	85 / 100 / 100 / 150kA
Rated breaking capacity to IEC 60947-2 (380-415 Vac Icu)	50 / 70 / 70 / 100kA
Rated breaking capacity to IEC 60947-2 (380-415 Vac Ics)	50 / 50 / 50 / 50kA
Rated breaking capacity to IEC 60947-2 (440 Vac Icu)	35 / 50 / 70 / 100kA
Rated breaking capacity to IEC 60947-2 (440 Vac Ics)	35 / 40 / 50 / 50kA
Rated breaking capacity to IEC 60947-2 (525 Vac Icu)	25 / 30 / 35 / 40kA
Rated breaking capacity to IEC 60947-2 (525 Vac Ics)	20 / 25 / 25 / 25kA
Rated breaking capacity to IEC 60947-2 (690 Vac Icu)	10 / 15 / 20 / 35kA
Rated breaking capacity to IEC 60947-2 (690 Vac Ics)	5 / 7.5 / 10 / 18kA
Rated breaking capacity to IEC 60947-2 (125V DC Icu)	
Rated breaking capacity to IEC 60947-2 (250V DC 2P in series Ics)	25
Frequency	50/60Hz
Trip Unit Type	PXR20
Continuous Current Range	500 - 1200A
100% UL489 Rated	Yes
Instantaneous/Short Circuit Range	2 - 10 In
Magnetic/Instantaneous Override	14400A
Dimensions H x W x D (inches)	16 x 8.25 x 5.5
Pole to pole distance inches	2,75
Approx Weight lbs	45
RoHS Compliance	Yes
UL File Number	E7819
Ambient Temp Calibration	
Derating at 50C	
Derating at 60C	
Derating at 70C	

1. 480Vac corresponds to 277Vac for 1P
2. 600Vac corresponds to 347Vac for 1P

Digital Linear Chargers

Specifications

- Waterproof, shock-and vibration-resistant aluminum construction
- Saltwater tested and fully corrosion-resistant
- Short circuit, reverse polarity, and ignition protected
- For use with 12V/6 cell batteries that are flooded/wet cell, maintenance free or starved electrolyte (AGM) only
- FCC compliant
- UL listed to marine standard 1236
- 3 year warranty
- Replaces all existing current on-board chargers (excluding portables)
- No Price Increase
- Availability: November 2010



DIGITAL LINEAR ON-BOARD CHARGERS

PRODUCT CODE	PRODUCT DESCRIPTION
1821065	MK 106D (1 bank x 6 amps)
1821105	MK-110D (1 bank x 10 amps)
1822105	MK-210D (2 bank x 5 amps)
1823155	MK-315D (3 bank x 5 amps)
1822205	MK-220D (2 bank x 10 amps)
1823305	MK-330D (3 bank x 10 amps)
1824405	MK-440D (4 bank x 10 amps)
1822305	MK-230D (2 bank x 15 amps)
1823455	MK-345D (3 bank x 15 amps)
1824605	MK-460D (4 bank x 15 amps)

Digital Linear Chargers

Specifications (cont.)

- New 4-color package design



minnkotamotors.com

minn KOTA

ON-BOARD MARINE BATTERY CHARGER

DIGITALLY CONTROLLED 2X FASTER CHARGING PROTECTS BATTERIES

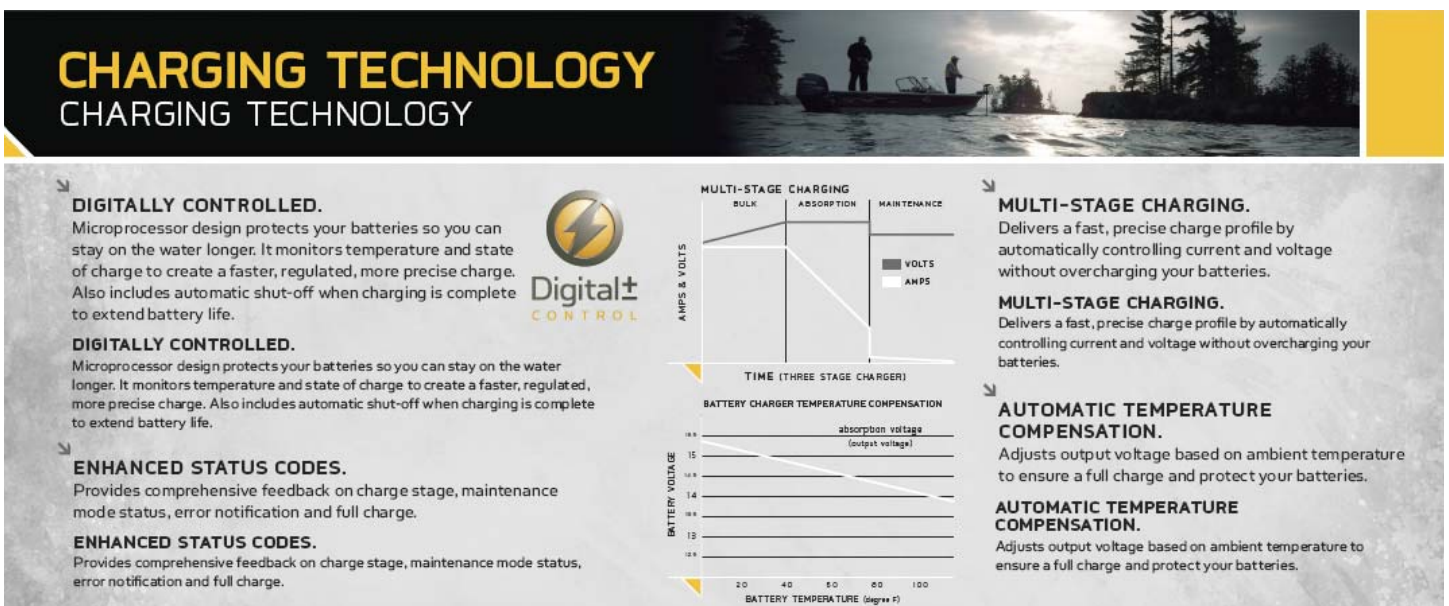
Digital[±] CONTROL

MK210D

10AMPS

MK 210D
2 CHARGING BANKS
5 AMPS PER BANK
10 AMPS TOTAL OUTPUT

MADE IN THE USA FC



CHARGING TECHNOLOGY
CHARGING TECHNOLOGY

DIGITALLY CONTROLLED.
Microprocessor design protects your batteries so you can stay on the water longer. It monitors temperature and state of charge to create a faster, regulated, more precise charge. Also includes automatic shut-off when charging is complete to extend battery life.

DIGITALLY CONTROLLED.
Microprocessor design protects your batteries so you can stay on the water longer. It monitors temperature and state of charge to create a faster, regulated, more precise charge. Also includes automatic shut-off when charging is complete to extend battery life.

ENHANCED STATUS CODES.
Provides comprehensive feedback on charge stage, maintenance mode status, error notification and full charge.

ENHANCED STATUS CODES.
Provides comprehensive feedback on charge stage, maintenance mode status, error notification and full charge.

Digital[±] CONTROL

MULTI-STAGE CHARGING
BULK ABSORPTION MAINTENANCE
AMPS & VOLTS
TIME (THREE STAGE CHARGER)
BATTERY CHARGER TEMPERATURE COMPENSATION
absorption voltage (output voltage)
BATTERY VOLTAGE
BATTERY TEMPERATURE (degrees F)

MULTI-STAGE CHARGING.
Delivers a fast, precise charge profile by automatically controlling current and voltage without overcharging your batteries.

MULTI-STAGE CHARGING.
Delivers a fast, precise charge profile by automatically controlling current and voltage without overcharging your batteries.

AUTOMATIC TEMPERATURE COMPENSATION.
Adjusts output voltage based on ambient temperature to ensure a full charge and protect your batteries.

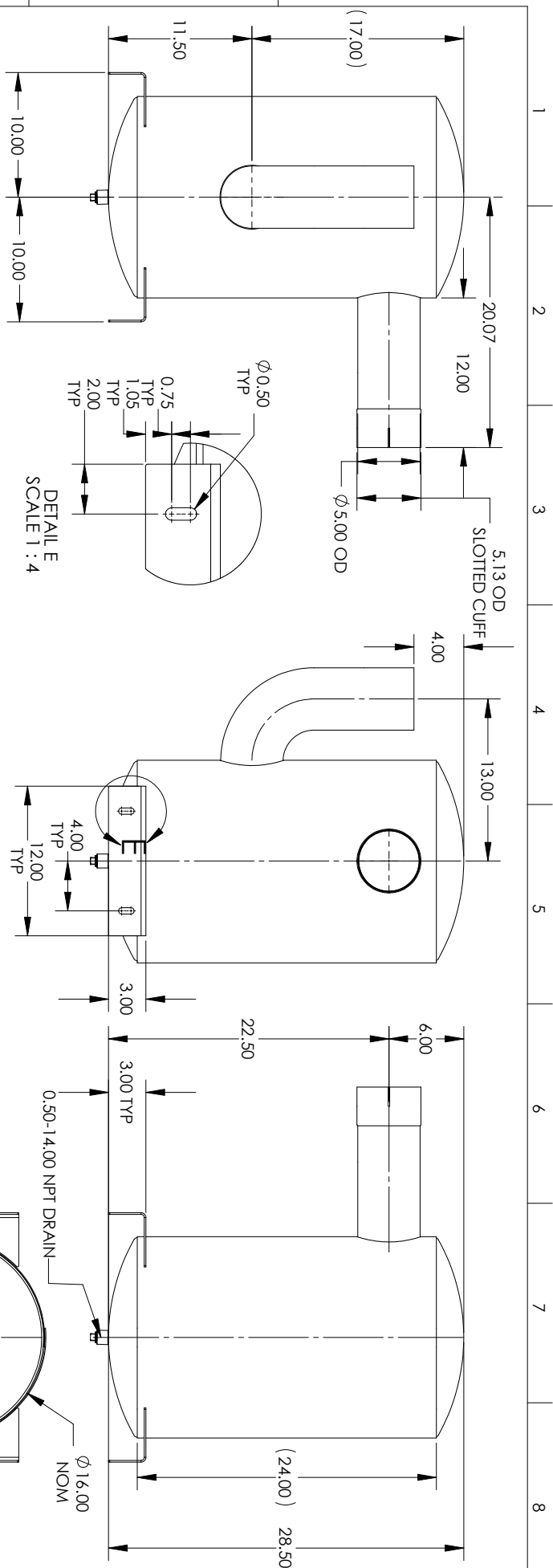
AUTOMATIC TEMPERATURE COMPENSATION.
Adjusts output voltage based on ambient temperature to ensure a full charge and protect your batteries.

2010

minn KOTA

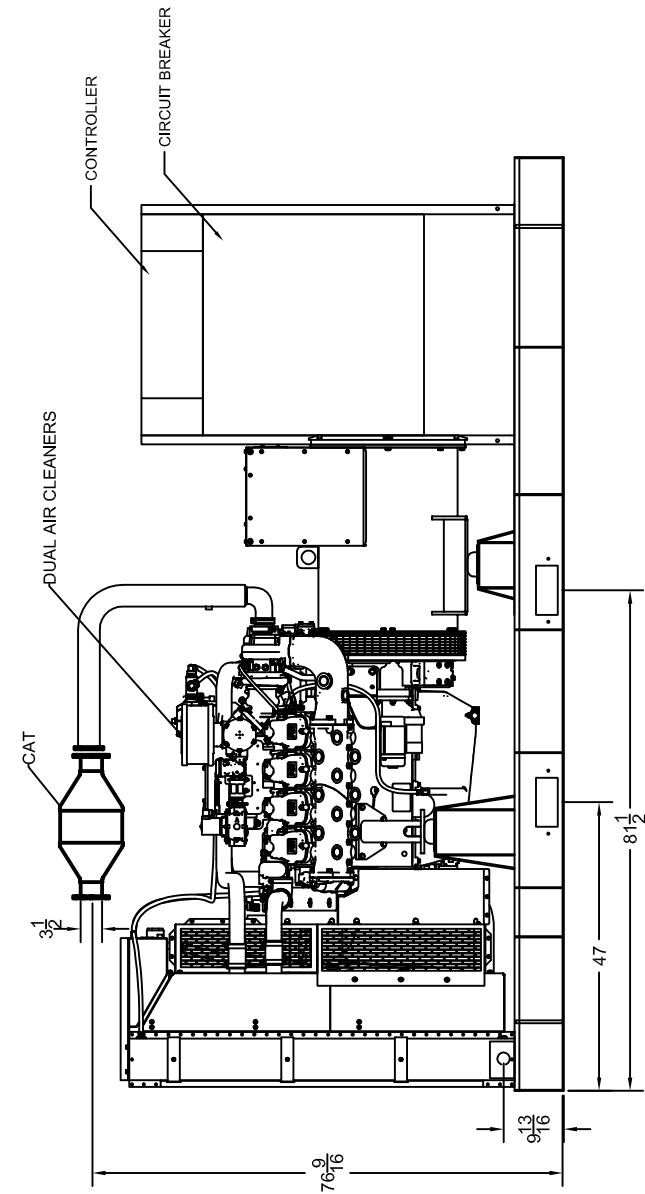
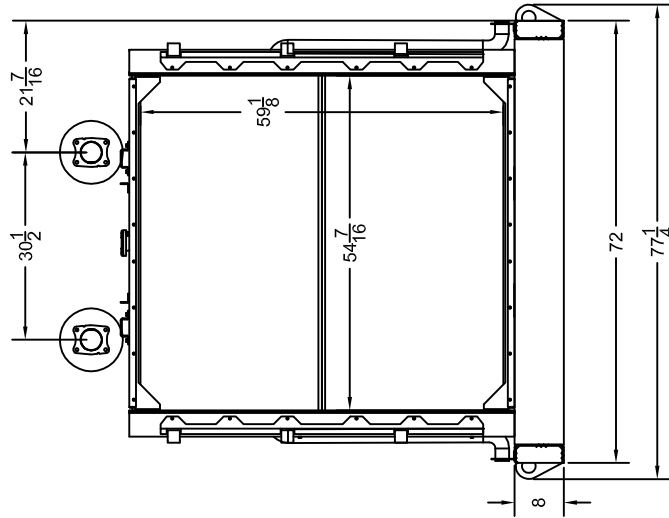
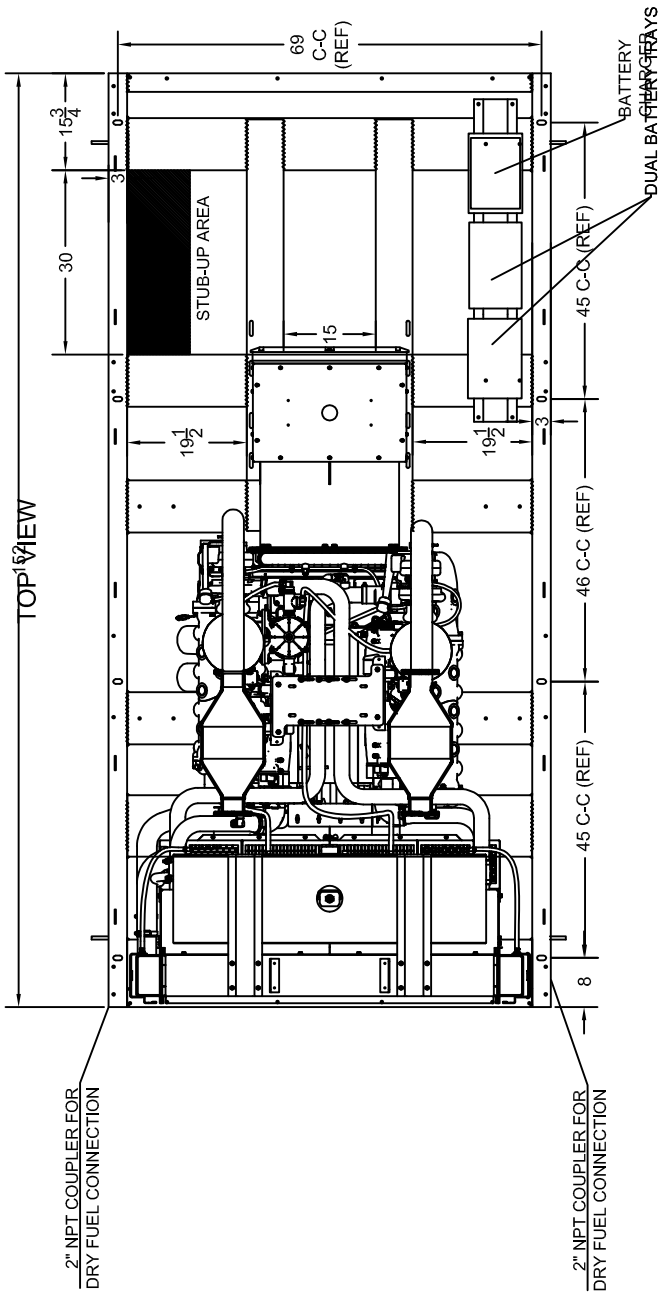
HUMMINBIRD

CANNON



CUSTOMER		CUSTOMER P/N		REV.		BY		DATE		DESCRIPTION		ECO	
---		---		01		CB		09/15/2017		EXTENDED OVERALL LENGTH		---	
ENGINE INFORMATION		SILENCER INFORMATION		DRAWING		DATE		SHEET		FINISH		REV	
ENGINE MAKE		RESONATOR FREQUENCY		CHECKED BY		DATE		3 OF 3		HIGH TEMP BLACK PAINT		01	
ENGINE MODEL		RESONATOR ALPHA		ENGINEERING		DATE		DESCRIPTION		PART NUMBER		SHEET SIZE	
6R1600		---		CB		09/15/2017		SILENCER CRIT CS S-E		500-008546		B	
DETAILED		SILENCER KM		MANUFACTURING		DATE		28.50 OAL F-6.00		CONSTRUCTION MATERIAL		---	
641		---		CB		09/15/2017		WEIGHT (LBS)		CS		---	
25-42		SILENCER TL		TOLERANCES UNLESS SPECIFIED		DATE		78		---		---	
806		---		TOLERANCES TO NEAREST 0.001		DATE		---		---		---	
60.2		THIRD ANGLE PROJECTION		MAX. BACK PRESSURE		DATE		---		---		---	
---		---		RAW SOUND PRESSURE		DATE		---		---		---	
---		---		---		DATE		---		---		---	

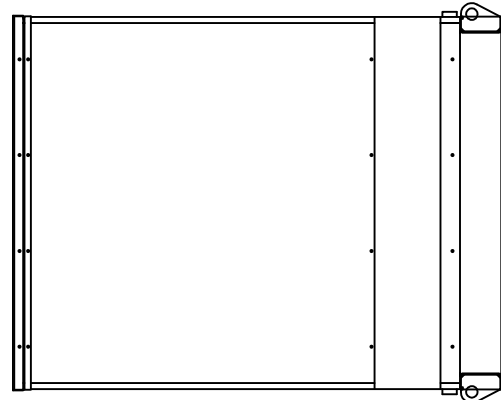
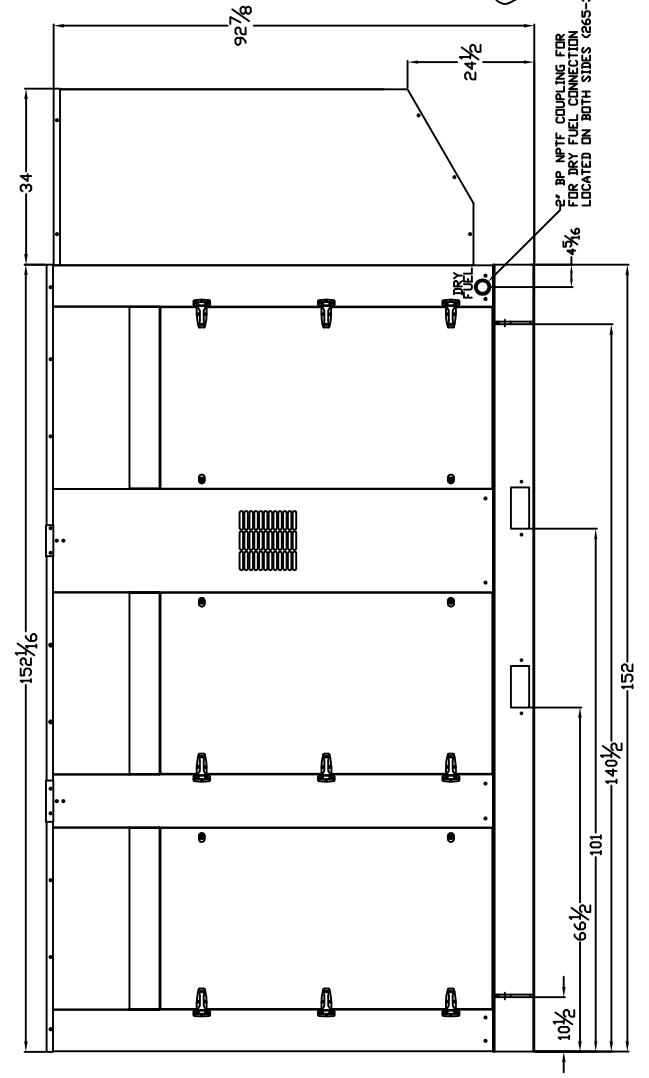
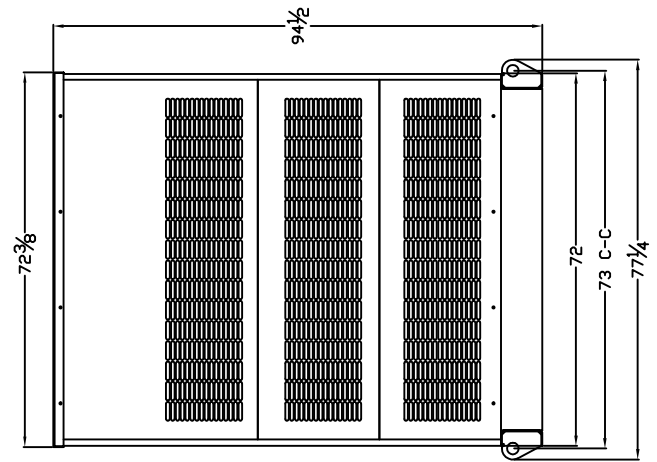
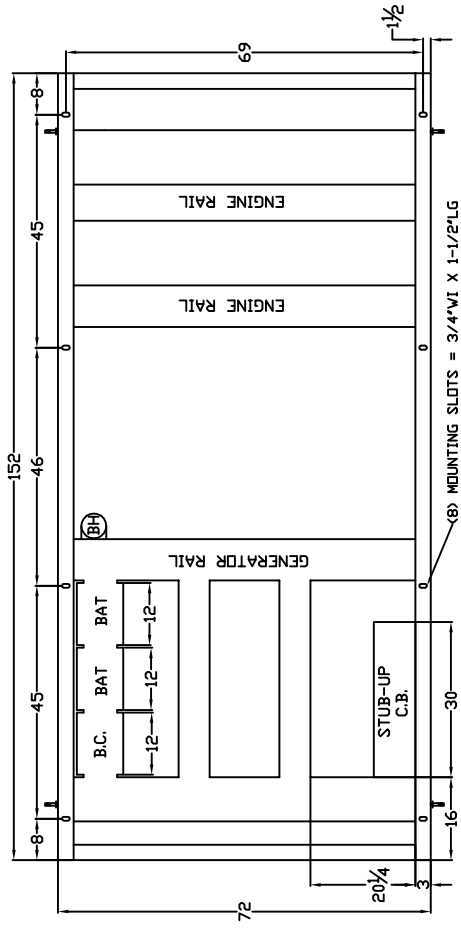
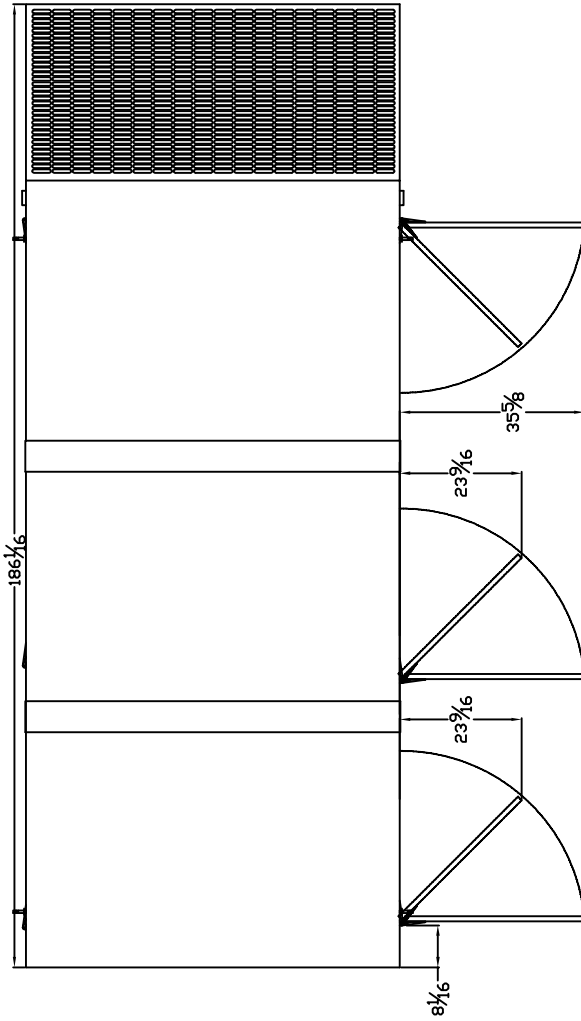
SP-2650 OPEN DIMENSIONAL OVERVIEW



LEVEL 2 ENCLOSURE OUTLINE DIMENSIONS

FRAME VIEW

(GEN-SET HAS (6) DOORS, (3) SHOWN OPEN ARE TYPICAL FOR BOTH SIDES)



GENERATOR END VIEW

SIDE VIEW

RADIATOR END VIEW

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 4th day of March 2025.

RESOLUTION NO.

**A RESOLUTION TO ALLOW FOR A CONDITIONAL USE PERMIT (CUP) FOR A PRIVATE UTILITY BUILDING AT 3819 WEST BROADWAY
(US Internet)**

WHEREAS, the property owners of 3819 West Broadway want to construct a private utility building on the property that requires a Conditional Use Permit; and

WHEREAS, the Planning Commission conducted a public hearing on February 20, 2025 and adopted a motion recommending approval of the Conditional Use Permit request based upon the following findings of fact:

- a. The proposed private utility building supports the residential-business use which is consistent with the Comprehensive Plan.
- b. Staff do not see deterioration of the neighborhood because of this use.

WHEREAS, the Council accepts the afore mentioned findings and the following findings:

- a. The proposed private utility building supports a residential-business use which is consistent with the Comprehensive Plan.
- b. The neighboring properties have their buildings setback in a similar distance to West Broadway.
- c. This use will not deteriorate the neighborhood because of this use.
- d. The building design and materials used are required to be consistent with neighboring designs and city code.

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Robbinsdale, Minnesota, that the Conditional Use Permit request Z25-2 to allow a private utility building at 3819 West Broadway (legally described in Attachment C) pursuant to Section 535.01, Subd. 2d) is hereby approved with the following conditions

1. On site emergency power generator will not exceed 70dBA in sound.
2. This property will be permitted 5 parking spaces with 1 handicap stall.
3. All future fiber optic cable installations inside the right of way must be routed in a manner authorized by the City Engineer with appropriate permits applied for.
4. A construction building permit is required.
5. The applicant is requesting this service use to be able to operate their business within the city and bring fiber optic internet for residents businesses.
6. The plan set for the building shows that they will not create hazards to the surrounding areas.
7. Staff do not foresee this use leading to or encourage disturbing influences in the neighborhood.

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

And the following voted against the same:

WHEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED THIS 4th DAY OF MARCH 2025.

Bradley Sutton, Mayor

Attest:

Chase Peterson-Etem, City Clerk

TO: Mayor and City Council

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

APPROVED BY: Tim Sandvik, City Manager

DATE: March 4, 2025

RE: Approve Entering a Professional Services Agreement for the new Public Works Facility

Background:

Included in the 2026 Capital Improvement Program is the construction of a new Public Works Facility (Project 100026). This project has been talked about for many years and first appeared in the 2020 – 2029 Capital Improvement Plan when the City moved from a 5 Year Capital planning horizon to 10 Years. The project has appeared in each subsequent plan since then with an expected construction starting in 2026.

The existing Public Works facility was originally constructed in the mid 1950's, with additional buildings and various modifications having been made since then in order to adapt to changing needs and regulations. Despite the modifications, the existing facilities are completely insufficient for current operations in terms of available vehicle storage space, functionality and maintenance needs. Numerous systems in the building (electrical, HVAC) have reached the end of life. There is also issues with the structural integrity of the building itself with damaged structural members and cracked masonry walls. Each year, \$40,000 is budgeted as Capital funding to limp the building and its system along until replacement is underway.

An opportunity for City Council Members to tour the existing facility will be organized prior to a City Council Meeting as the weather improves.

Preliminary works on this project commenced about 12 months ago when an RFP was issued to qualified Architects to conduct a Needs Analysis of the PW operations and develop a Conceptual Design incorporating those needs. A competitive process that reviewed the understanding of the project, experience of the company (with samples of previous work), experience and qualifications of key employees and cost to perform the work was used to assess the submissions received with Oertel Architects ultimately selected to perform the work. The Needs Analysis and Conceptual Design was completed in August of 2024.

The City was also fortunate enough to receive a grant from the Minnesota Pollution Control Agency (MPCA) to conduct a Feasibility Study on the use of Geothermal Energy on the site for a building of the size and purpose as identified in the Conceptual Design. This Feasibility Study was completed in January of 2025 and indicated that Geothermal Energy is feasible on this site.

The next phase of the project is the development of the design and the preparation of plans and specifications that would allow the City to put the project out for bid.

Analysis:

Staff sought a proposal from Oertel to continue from their prior work and perform these next phases of work, including schematic design, design development, construction documents, along with assistance with the bidding process and further into construction administration and project close out. Given the many complex elements associated with a project such as this, Oertel would be the lead consultant and would call on expertise of other consultants in specialist areas such as Structural Engineering, Mechanical Engineering, Civil Engineering and Landscape Architecture.

In summary, the total cost of the various phases is outlined as follows –

Schematic Design	\$ 163,840
Design Development	\$ 289,572
Construction Documents	\$ 457,815
Bidding and Negotiation	\$ 18,875
Construction Administration	\$ 211,457
Post Construction	\$ 16,356
TOTAL	\$1,157,915

Excluded from the work identified above are some specialist items such as Geothermal Heat Pump System Design, Wetland Delineation, Topographic and Boundary Survey and Additional Site Observation.

A copy of the full proposal will be made available at the City Council meeting for Council Member's perusal.

The Public Works Director / City Engineer feels that the totals provided above is within expectations for a project of this size and complexity. Whilst all of the abovementioned tasks would not be immediately conducted, staff is recommending approval of the slate of work identified to allow smoother transitions between each phase as the project progresses. At this stage, staff would also support the option of including the Topographic and Boundary Survey for \$ 26,790. Further discussion with City Council will be held to determine the appetite of incorporating a Geothermal Energy System Design into the project which would be an additional \$ 25,000.

Staff anticipates additional costs with elements including Geotechnical work (soil borings) and hazardous materials analysis for the existing buildings that will need to be demolished in their entirety to facilitate the new building. These costs would be separate from those already identified.

Many other activities associated with this project will also be taking place in parallel to the development of plans. PW Supervisory staff have been evaluating options for staging our operations during the 18 months of expected disruption as the new facility is built. Further details will be presented to City Council as those options are further developed.

Based on the timeline provided, a 30% schematic design is scheduled for May of 2025, 60% design plans by August of 2025 and 95% design with construction documents by February of 2026. This would allow bidding of the project in March / April of 2026 with construction commencing in May of 2026 and reaching substantial completion by Fall / Winter of 2027. An initial cost estimate provided in September 2024 indicated a construction cost of \$40,000,000.00 however staff note that this includes 15% in contingencies, 4% in escalation costs and approximately \$6.5M in soft costs (fees, permits, testing, inspections, legal and bidding costs).

The Capital Improvement Program budget includes an allocation of \$2,000,000.00 in 2025 to facilitate the preliminary work identified.

Recommendation:

Adopt a motion authorizing the Mayor and City Manager to engage Oertel Architects (and Consultant partners) in a professional services contract for design and construction services associated with the New Robbinsdale Public Works Facility project in accordance with the submitted proposal dated February 10th, 2025 for a sum not to exceed \$1,157,915.00. In addition, City Council authorize the inclusion of a Topographic and Boundary Survey for an additional cost not to exceed \$ 26,790.00. Consideration of including a Geothermal Energy System Design will be made after further consideration by City Council.

Attachments:

None



TO: Mayor and City Council
PREPARED BY: Tim Sandvik, City Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: March 4, 2025
RE: Consider Resolution Authorizing Guidelines for Attendance by Interactive Technology

Background:

At the start of the year, the City Council discussed the potential for allowing remote attendance, for Council Members for City Council meetings, on a limited basis.

Analysis:

Staff has prepared the attached materials for Council consideration. Staff will provide an overview of the policy, and seek Council input prior to approval.

Recommendation:

Approve a Resolution Authorizing Guidelines for Attendance by Interactive Technology.

Attachments:

1. Resolution xxxx - Authorizing Guidelines for Attendance by Interactive Technology

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 4th day of March, 2025.

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING GUIDELINES FOR ATTENDANCE BY
INTERACTIVE TECHNOLOGY**

WHEREAS, the City of Robbinsdale wishes to adopt a policy to establish guidelines for City Councilmembers to attend public meetings using interactive technology; and

WHEREAS, the City Council recognizes that from time to time, individual Councilmembers may have circumstances that prevent them from being physically present at meetings; and

WHEREAS, the City Manager was requested to draft an interactive technology meeting attendance policy (Exhibit A) based upon request of Councilmembers; and

WHEREAS, the City Council has determined that attendance at Council meetings by use of interactive technology can interfere with the efficiency of Council meeting; and

WHEREAS, the City Council has determined that attendance at Council meetings by interactive technology was intended to be used only on an infrequent basis and only when a Council Member is not otherwise available to physically attend a Council meeting; and

WHEREAS, the City Council finds that adoption of the policy to establish guidelines for attendance via interactive technology by City Councilmembers is in the best interest of the City.

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

The City shall adopt the guidelines as described in Exhibit A, for remote attendance, and hereby adopts the Interactive Technology Meeting Attendance Policy.

And the following voted against the same:

PASSED AND ADOPTED BY THE CITY COUNCIL THIS 4th DAY OF March, 2025.

—

Brad Sutton, Mayor

ATTEST:

Chase Peterson-Etem, City Clerk

Exhibit A

City of Robbinsdale Interactive Technology Attendance Policy

This policy addresses attendance by Councilmembers at City Council Meetings using interactive technology.

A Councilmember seeking to attend a Council meeting using interactive technology must submit a request to do so in writing to the City Manager or City Clerk no later than noon on the Thursday prior to the meeting. The request must contain the location and address from which the Councilmember will be attending the meeting.

The Councilmember's location must be open and accessible to the public.

The Councilmember attending through interactive technology must be plainly visible via video.

Members of the public present at the regular meeting location of the City Council must be able to hear and see all discussion, testimony and votes from remote participants.

All votes are conducted by roll call so each member's vote can be identified and recorded.

Each Councilmember may attend Council meetings by interactive technology means no more than three times per calendar quarter and no more than six times per calendar year. This limitation does not apply if:

1. A Councilmember is serving in the military and is attending a required drill, deployment, or is on active duty;
2. A Councilmember has been advised by a health care professional against being in a public place for personal or family medical reasons; or
3. A Councilmember is unable to personally attend a Council meeting in order to care for a family member.



TO: Mayor and City Council
PREPARED BY: Chase Peterson-Etem, City Clerk/Assistant to City Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: March 4, 2025
RE: Voucher Requests Pending Approval for Disbursement

Background:

The check register dated 3/4/25 reflects the voucher requests pending approval for disbursement.

The check register dated 2/19/25 through 3/4/25 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 3/4/2025.

Attachments:

None