



City Council Meeting

June 23, 2025

7:00 PM

Fridley City Hall, 7071 University Avenue N.E.

Agenda

Call to Order

The Fridley City Council (Council) requests that all attendees silence cell phones during the meeting. A paper copy of the Agenda is at the back of the Council Chambers. A paper copy of the entire Agenda packet is at the podium. The Agenda and all related materials may also be found on the City's website at FridleyMN.gov/1564/Agenda-Center.

Pledge of Allegiance

Proclamations/Presentations

- [1.](#) Distinguished Budget Presentation Award

Proposed Consent Agenda

The following items are considered to be routine by the Council and will be approved by one motion. There will be no discussion of these items unless a Councilmember requests, at which time that item may be moved to the Regular Agenda.

Meeting Minutes

- [2.](#) Approve the Minutes from the City Council Meeting of June 9, 2025
- [3.](#) Receive the Minutes from the City Council Conference Meeting of June 9, 2025
- [4.](#) Receive the Minutes from the HRA Commission Meeting of May 1, 2025
- [5.](#) Receive the Minutes from the Parks and Recreation Commission Meeting of May 5, 2025
- [6.](#) Receive the Minutes from the Public Arts Commission meetings of May 7, 2025 and May 14, 2025

New Business

- [7.](#) Resolution No. 2025-63, Approving and Authorizing the Signing of an Agreement with Independent School District #14
- [8.](#) Resolution No. 2025-64, Approving and Authorizing the Signing of a Setting IV Special Education School Resource Officer Agreement with Independent School District #14
- [9.](#) Resolution No. 2025-75, Authorizing an Equity-Focused Water Efficiency Grant from the Metropolitan Council for Improvements at the Park Plaza Cooperative

[10.](#) Resolution No. 2025-79, Approving Gifts, Donations and Sponsorships Received Between May 17, 2025, and June 13, 2025

[11.](#) Resolution No. 2025-81, Indicating Support for the University of Minnesota Center for Transportation Studies Safe Streets for Minnesota Communities Grant Application

Licenses

[12.](#) Resolution No. 2025-76, Approving Temporary Intoxicating Liquor Permit and Temporary Lawful Gambling Permit for Springbrook Foundation Autumn Sampler to be Held September 26, 2025

[13.](#) Resolution No. 2025-80, Approving Temporary Lawful Gambling Permit for Fridley Historical Society Fundraising Event to be Held October 4, 2025

Claims

[14.](#) Resolution No. 2025-78, Approving Claims for the Period Ending June 18, 2025

Open Forum

The Open Forum allows the public to address the Council on subjects that are not on the Regular Agenda. The Council may take action, reply, or give direction to staff. Please limit your comments to five minutes or less.

Regular Agenda

The following items are proposed for the Council's consideration. All items will have a presentation from City staff, are discussed, and considered for approval by separate motions.

New Business

[15.](#)Resolution No. 2025-71, Denying the Massage Therapy Business License Application and Massage Therapy Individual License Application for Li Liu and Oasis Spa

[16.](#)Resolution No. 2025-77, Revoking the On-Sale Liquor License Issued to Debesay Girmalul for Continental Restaurant, 1040 Osborne Road

[17.](#)Resolution No. 2025-82, Affirming the Planning Commission Determination Regarding an Accessory Dwelling Unit Permit for the Property Located at 6187 Heather Circle, Owned by Hamdi Barre

[18.](#)Ordinance No. 1432, Amending the Fridley City Code to Add Chapter 210, Special Events and Updating Chapter 209, Fees (First Reading)

Informal Status Reports

Adjournment

Accessibility Notice:

- If you need free interpretation or translation assistance, please contact City staff.
- Si necesita ayuda de interpretación o traducción gratis, comuníquese con el personal de la ciudad.
- Yog tias koj xav tau kev pab txhais lus los sis txhais ntaub ntawv dawb, ces thov tiv tauj rau Lub Nroog cov neeg ua hauj lwm.
- Haddii aad u baahan tahay tarjumaad bilaash ah ama kaalmo tarjumaad, fadlan la xiriir shaqaalaha Magaalada.

Upon request, accommodation will be provided to allow individuals with disabilities to participate in any City of Fridley services, programs or activities. Hearing impaired persons who need an interpreter or other persons who require auxiliary aids should contact CityClerk@FridleyMN.gov or (763) 572-3450.



AGENDA REPORT

Meeting Date: June 23, 2025

Meeting Type: City Council

Submitted By: Joe Starks, Finance Director/City Treasurer

Title

Distinguished Budget Presentation Award

Background

The Government Finance Officers Association of the United States and Canada (GFOA) announced that the City of Fridley (City) has received the Distinguished Budget Presentation Award. The award represents a significant achievement for the City and reflects the commitment of the City Council and staff to meeting the highest principles of governmental budgeting. To earn recognition, budget documents must meet nationally recognized guidelines for effective budget presentation and excel as a policy document, financial plan, operations guide and communication tool. Over the last year, the City has also received the Certificate of Achievement for Excellence in Financial Reporting and the Outstanding Achievement in Popular Annual Financial Reporting Award.

This year, the City received special recognition for the performance measures report that is included within the budget document. In 2019, the City formed the Project Management Team (PMT) to improve the efficiency and efficacy of City programs and services. The PMT consists of staff across the organization who are trained in continuous improvement, project management, performance measurement, problem solving and leadership development. The PMT seeks to improve business processes by reducing waste and enhancing quality and to measure success and efficacy of key City processes, the PMT facilitates the preparation of report.

The City's Budget document, its Performance Measures Report, as well as other financial documents, are located on the City's website at FridleyMN.gov/CityFinancials.

Financial Impact

While there is no financial incentive for receiving the award, the award exemplifies the City's intentional commitment to the community to maintain transparent communication and preserve public confidence.

Focus on Fridley Strategic Alignment

☐ Vibrant Neighborhoods & Places	☐ Community Identity & Relationship Building
☒ Financial Stability & Commercial Prosperity	☐ Public Safety & Environmental Stewardship
☒ Organizational Excellence	

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.

Attachments and Other Resources

- Distinguished Budget Presentation Award

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Fridley
Minnesota**

For the Fiscal Year Beginning

January 01, 2025

Christopher P. Morill

Executive Director



AGENDA REPORT

Meeting Date: June 23, 2025

Meeting Type: City Council

Submitted By: Beth Kondrick, Deputy City Clerk

Title

Approve the Minutes from the City Council Meeting of June 9, 2025

Background

Attached are the minutes from the City Council meeting of June 9, 2025.

Financial Impact

None.

Recommendation

Staff recommend the approval of the minutes from the City Council meeting of June 9, 2025.

Focus on Fridley Strategic Alignment

- | | |
|--|---|
| ☐ Vibrant Neighborhoods & Places | ☐ Community Identity & Relationship Building |
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Attachments and Other Resources

- Minutes from the City Council Meeting of June 9, 2025

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.



City Council Meeting

June 9, 2025

7:00 PM

Fridley City Hall, 7071 University Avenue NE

Minutes

Call to Order

Mayor Ostwald called the City Council Meeting of June 9, 2025, to order at 7:00 p.m.

Present

Mayor Dave Ostwald
 Councilmember Patrick Vescio
 Councilmember Ryan Evanson
 Councilmember Ann Bolcom

Absent

Councilmember Luke Cardona

Others Present

Walter Wysopal, City Manager
 Joe Starks, Finance Director
 Jim Kosluchar, Public Works Director
 Stacy Stromberg, Assistant Community Development Director
 Korrie Johnson, Assistant Finance Director
 Rebecca Petersen, Redpath and Company

Pledge Of Allegiance

Proclamations/Presentations

Approval of Proposed Consent Agenda

Motion made by Councilmember Evanson to adopt the proposed Consent Agenda. Seconded by Councilmember Vescio.

Upon a voice vote, all voting aye, Mayor Ostwald declared the motion carried unanimously.

Approval/Receipt of Minutes

1. Approve the Minutes from the City Council Meeting of May 27, 2025.
2. Receive the Minutes from the Council Conference Meeting of May 27, 2025.
3. Receive the Minutes from the Planning Commission Meeting of May 21, 2025.

4. Receive the Minutes from the Parks and Recreation Commission Meeting of April 7, 2025.

New Business

5. Resolution No. 2025-65, Authorizing a Community Implementation Grant from the Minnesota Pollution Control Agency for Commons Park Improvements.
6. Resolution No. 2025-67, Accepting the 2025 Edward Byrne Memorial Justice Assistance Grant (JAG) Program.
7. Resolution No. 2025-68, Approving Special Use Permit, SP #25-02 for a Clinic and Repealing Expired Special Use Permit, SP #02-03 for a Daycare, for the Property at 1413 Gardena Avenue NE (Ward 2).

Claims

8. Resolution No. 2025-69, Approving Claims for the Period Ending June 4, 2025.

Open Forum, Visitors: (Consideration of Items not on Agenda – 15 minutes.)

No one from the audience spoke.

Adoption of Regular Agenda

Addition of Resolution No. 2025-73, Authorizing Agreement for State Funded Program for IJJA Discretionary Grant Assistance for University Avenue Corridor Safety Improvements, Project SAP 127-589-002.

Addition to make appointment to the Environmental Quality and Energy Commission.

Motion made by Councilmember Bolkcom to adopt the regular agenda as amended. Seconded by Councilmember Evanson.

Upon a voice vote, all voting aye, Mayor Ostwald declared the motion carried unanimously.

Regular Agenda

9. Resolution No. 2025-70, Approving and Accepting the Annual Comprehensive Financial Report (ACFR) for the Fiscal Year ending December 31, 2024.

Rebecca Petersen from Redpath and Company presented the results of the audit, noting a clean, or unmodified, opinion with no internal control findings and no findings of legal noncompliance reported. She reviewed the communication with those charged with governance section of the report. She reviewed additional information on the different City funds.

Joe Starks, Finance Director, thanked the finance staff for their great work. He commented that the audit process is robust and comprehensive and recognized the work his staff does to prepare and assist with the audit.

Motion made by Councilmember Vescio to approve Resolution No. 2025-70, Approving and Accepting the Annual Comprehensive Financial Report (ACFR) for the Fiscal Year ending December 31, 2024. Seconded by Councilmember Bolkcom.

Upon a voice vote, all voting aye, Mayor Ostwald declared the motion carried unanimously.

New Business

10. Resolution No. 2025-66, Authorizing Application to the US Department of Transportation for University Avenue Corridor Safety Improvements Under the Safe Streets for All (SS4A) Program

Jim Kosluchar, Public Works Director, stated that Resolution 2025-66 requests approval for a funding application for Vision 1 improvements in the City of Fridley on University Avenue between 53rd Avenue and 73rd Avenue. He stated that the second resolution, 2025-73, requests approval of an agreement with MnDOT to reimburse the City of Fridley for grant preparation costs. He provided background information on the project, the related formal planning study, the implementation plan, Vision 1, and funding. He provided information on the Safe Streets for All (SS4A) Grant program, noting that if the application is successful, MnDOT has committed to reimbursing the match required of the City.

Councilmember Evanson stated that this action would seem to support Vision 1, which favors the use of roundabouts as opposed to grade-level interchanges, recognizing the financial benefit of this option. He recognized that, based on the incident rate, this corridor scored exceptionally high on doing something, and this recommendation would be quicker to implement than grade-level interchanges. He also recognized that there would be additional impacts to property owners if grade-level interchanges were chosen. Mr. Kosluchar agreed with those comments and noted that, because of the placement of buildings and the narrow width of the road, grade-separated changes would not be feasible in those locations. He stated that those people attempting to access the highway would benefit from the roundabout as they would be able to move quicker than waiting for multiple light cycles. He stated that staff do have some concern for pedestrians crossing roundabouts, but MnDOT has been receptive to discussing pedestrian crossing improvements as part of the project.

Councilmember Evanson stated that there was a question from residents as to why pedestrian overpasses were not added instead of completing these intersection changes, but recognized that the pedestrians do not always utilize the overpass option, and there is a high cost for construction. Mr. Kosluchar commented that there would be one location where an overpass could be advantageous, but people tend to choose the shortest route and often make the choice to stay on the ground.

Councilmember Bolkcom recognized that they need to do something to improve the intersections and recalled the helpful meetings with Anoka County that they have participated in. She asked how

soon they would know if the funds are awarded. Mr. Kosluchar believed that the awards would be announced late this year. He confirmed that construction would be planned for 2030 at the earliest.

Councilmember Vescio commented that he was surprised by the time gained, not lost, through the roundabout option.

Mayor Ostwald recognized that the grant process is competitive, but believes that the project will score well.

Motion made by Councilmember Bolkcom to approve Resolution No. 2025-66, Authorizing Application to the US Department of Transportation for University Avenue Corridor Safety Improvements Under the Safe Streets for All (SS4A) Program. Seconded by Councilmember Evanson.

Upon a voice vote, all voting aye, Mayor Ostwald declared the motion carried unanimously.

11. Resolution No. 2025-72, Approving an Interim Use Permit, IUP #25-01, Requested by Chopper Powersports to Allow the Property at 7151 Highway 65 NE to be Temporarily Used for Storage and Display of Off-Road Vehicles (Ward 2)

Stacy Stromberg, Assistant Community Development Director, presented the request from Chopper Motorsports for an Interim Use Permit (IUP) to allow the property at 7151 Highway 65 NE to be temporarily used for storage and display of off-road vehicles. She reviewed the analysis of the request, including the planned remodel and expansion of the current building. She stated that the IUP would allow time for the applicant to purchase the property and complete the expansion. She stated that the applicant agrees to the conditions of the IUP, noting that the Planning Commission also reviewed the request and recommended approval as presented.

Mayor Ostwald invited the applicant to address the Council.

Nate McNeilly and Justin Ogg, Chopper Motorsports, commented that they purchased the business in 2017 and grew from four employees at that time to over 20 employees now. They are excited to expand and remodel in order to support the growing business. They confirmed that they are aware that the IUP has a limit of three years and have already begun working with an architect on their plans.

Mayor Ostwald commented that it is great to see the expansion of a local business and that the business is staying in Fridley.

Councilmember Vescio asked if they plan to hire additional employees. Mr. McNeilly confirmed that they continue to add to their staff team. He highlighted some of the products they currently see and noted additional products that will be offered with the expanded site. He noted that they have a second location in Maple Plain.

Motion made by Councilmember Evanson to approve Resolution No. 2025-72, Approving an Interim Use Permit, IUP #25-01, Requested by Chopper Powersports to Allow the Property at 7151 Highway 65 NE to be Temporarily Used for Storage and Display of Off-Road Vehicles (Ward 2). Seconded by Councilmember Vescio.

Upon a voice vote, all voting aye, Mayor Ostwald declared the motion carried unanimously.

12. Resolution No. 2025-73, Authorizing Agreement for State Funded Program for IJJA Discretionary Grant Assistance for University Avenue Corridor Safety Improvements, Project SAP 127-589-002

Motion made by Councilmember Vescio to approve Resolution No. 2025-73, Authorizing Agreement for State Funded Program for IJJA Discretionary Grant Assistance for University Avenue Corridor Safety Improvements, Project SAP 127-589-002. Seconded by Councilmember Bolkcom.

Upon a voice vote, all voting aye, Mayor Ostwald declared the motion carried unanimously.

13. Environmental Quality and Energy Commission Vacancy

Mayor Ostwald commented that there is an opening on the Environmental Quality and Energy Commission. He stated that Emma Carter has expressed an interest in filling the vacancy.

Motion made by Mayor Ostwald to appoint Emma Carter to the vacant position on the Environmental Quality and Energy Commission. Seconded by Councilmember Bolkcom.

Upon a voice vote, all voting aye, Mayor Ostwald declared the motion carried unanimously.

Informal Status Reports

Councilmember Bolkcom noted the events that begin on Thursday with the parade for 49er Days and continue through the weekend. Residents can find a listing of the events on the website.

Adjourn

Motion made by Councilmember Evanson to adjourn. Seconded by Councilmember Vescio.

Upon a voice vote, all voting aye, Mayor Ostwald declared the motion carried unanimously and the meeting adjourned at 7:54 p.m.

Respectfully Submitted,

Melissa Moore
City Clerk

Dave Ostwald
Mayor



AGENDA REPORT

Meeting Date: June 23, 2025

Meeting Type: City Council

Submitted By: Beth Kondrick, Deputy City Clerk

Title

Receive the Minutes from the City Council Conference Meeting of June 9, 2025

Background

Attached are the minutes from the City Council conference meeting of June 9, 2025.

Financial Impact

Recommendation

Receive the minutes from the City Council conference meeting of June 9, 2025.

Focus on Fridley Strategic Alignment

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|--|---|
| ☐ Vibrant Neighborhoods & Places | ☐ Community Identity & Relationship Building |
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| ☒ Organizational Excellence | |

Attachments and Other Resources

- Minutes from the City Council Conference Meeting of June 9, 2025

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.



City Council Conference Meeting

June 9, 2025

5:30 PM

Fridley City Hall, 7071 University Avenue NE

Minutes

Roll Call

Present: Mayor Dave Ostwald
Councilmember Patrick Vescio
Councilmember Ann Bolkcom
Councilmember Ryan Evanson

Absent: Councilmember Luke Cardona

Others Present: Wally Wysopal, City Manager
Joe Starks, Finance Director
Patrick Maghrak, City Assessor
Jim Kosluchar, Public Works Director
Rachel Workin, Environmental Planner
Melissa Moore, Assistant City Manager
Beth Kondrick, Deputy City Clerk
Nick Steiger, Police Lieutenant
Paul Bolin, Community Development Director
Mike Maher, Parks and Recreation Director

Items for Discussion

1. Emerald Ash Borer Mitigation Plan Update

Rachel Workin, Environmental Planner, provided a summary report of the Emerald Ash Borer Mitigation Plan to the City Council as several members were not on the Council at the original adoption of the plan.

2. Medtronic Tax Court Appeal

Patrick Maghrak, City Assessor, provided the City Council with background information and the impacts of the property valuation dispute at the Medtronic Rice Creek Campus.

3. Recodification Update

Melissa Moore, Assistant City Manager, Beth Kondrick, Deputy City Clerk and Nick Steiger, Police Lieutenant, gave an update to Title 7 of the City Code, which deals with licensing.

4. Community Garden Program Discussion

Mike Maher, Parks and Recreation Director, provided a request from the public to reinstitute the community garden program.



AGENDA REPORT

Meeting Date: June 23, 2025

Meeting Type: City Council

Submitted By: Julianne Beberg, Office Coordinator

Title

Receive the Minutes from the HRA Commission Meeting of May 1, 2025

Background

Attached are the Minutes from the May 1, 2025, HRA Commission Meeting.

Financial Impact

None

Recommendation

Staff recommend the City Council receive the HRA Commission Minutes from May 1, 2025, HRA Commission Meeting.

Focus on Fridley Strategic Alignment

☒ Vibrant Neighborhoods & Places	☐ Community Identity & Relationship Building
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Attachments and Other Resources

- HRA Commission Minutes May 1, 2025

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.



Housing and Redevelopment Authority

May 1, 2025

7:00 PM

Fridley City Hall, 7071 University Avenue NE

Minutes

Call to Order

Chairperson Showalter called the Housing and Redevelopment Authority meeting to order at 7:00 p.m.

Present

Elizabeth Showalter
Gordon Backlund
Troy Brueggemeier
Rachel Schwankl
Frank Inamagua

Absent

John Buyse

Others Present

Paul Bolin, HRA Assistant Executive Director

Action Items

1. Approval of Expenditures

Motion by Commissioner Brueggemeier to approve the expenditures. Seconded by Commissioner Schwankl.

Upon a voice vote, all voting aye, Chair Showalter declared the motion carried unanimously.

2. Approval February 6, 2025, Meeting Minutes

Motion by Commissioner Backlund to approve the meeting minutes of February 6, 2025, as presented. Seconded by Commissioner Inamagua.

Upon a voice vote, all voting aye, Chair Showalter declared the motion carried unanimously.

3. Amendment to Exclusive Negotiations Agreement – Centra Homes

Paul Bolin, HRA Assistant Executive Director, stated that the HRA is asked to consider an extension to the contract for exclusive negotiations related to the EDA-owned land. He provided background information, noting items that have slowed the process related to the plat/title with Anoka County. He estimated that another three to six months would be needed before that would be resolved, so

the parcels could be transferred. He stated that during this time, staff will continue working with Centra on their land use applications and working with Anoka County to resolve the issues. He acknowledged that while this is frustrating, other cities and Centra have had similar experiences with Anoka County.

Commissioner Brueggemeier asked if there could be an increased cost if the project continues to be delayed. Mr. Bolin confirmed that is a risk as prices often increase over time.

Commissioner Backlund referenced trees that he has seen removed near Moore Lake and asked if there is another project anticipated in that area. Mr. Bolin replied that those lots are privately owned.

Motion by Commissioner Brueggemeier to approve HRA Resolution No. 2025-03, Extending the Length of the Exclusive Negotiations Agreement through December 1, 2025. Seconded by Commissioner Schwankl.

Upon a voice vote, all voting aye, Chair Showalter declared the motion carried unanimously.

4. Award Demolition Contract – Central Avenue & Mississippi Street

Paul Bolin, HRA Assistant Executive Director, stated that at the February meeting, the EDA determined the three buildings on the site to be blighted and provided background information on the analysis that was completed. He stated that hazardous materials have now been removed, and they can move forward with demolition, which would also include capping of wells. He recommended that the bid be awarded to Bollig and Sons, Inc. in the amount of \$87,678.

Commissioner Inamagua asked if the buildings are vacant. Mr. Bolin confirmed that the buildings have been vacant for at least four years.

Commissioner Brueggemeier referenced the difference in the bids received and whether there is a reason for the price gap. Mr. Bolin replied that the two low bids are very close to each other, and the third contractor may simply be too busy to complete the project.

Commissioner Inamagua asked if there is a timeline for the project. Mr. Bolin anticipated that the project would take about two weeks.

Commissioner Backlund asked if the material would be removed from the city or whether it would be disposed of within Fridley. Mr. Bolin replied that the materials would be disposed of at the demolition landfill in Elk River.

Motion by Commissioner Backlund to approve HRA Resolution No. 2025-04, Awarding the Demolition Contract to Bollig and Sons, Inc. Seconded by Commissioner Inamagua.

Upon a voice vote, all voting aye, Chair Showalter declared the motion carried unanimously.

Informational Items

5. Update on Housing Programs

Mr. Bolin provided an update on the April loan activity, as well as year-to-date information on the loans and programs. He provided an update on the homeowner programs open house, which took place on March 19th. He provided information on a book currently available at City Hall for homeowners called First Impressions.

Adjournment

Motion by Commissioner Brueggemeier to adjourn the meeting. Seconded by Commissioner Schwankl.

Upon a voice vote, all voting aye, Chairperson Showalter declared the motion carried and the meeting adjourned at 7:22 p.m.

Respectfully submitted,

Paul Bolin, Staff Liaison



AGENDA REPORT

Meeting Date: June 23, 2025

Meeting Type: City Council

Submitted By: Mike Maher, Director of Parks and Recreation

Title

Receive the Minutes from the Parks and Recreation Commission Meeting of May 5, 2025

Background

Attached are the minutes from the Parks and Recreation Commission meeting of May 5, 2025.

Financial Impact

None.

Recommendation

Receive the minutes from the Parks and Recreation Commission meeting of May 5, 2025.

Focus on Fridley Strategic Alignment

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|--|---|
| ☐ Vibrant Neighborhoods & Places | ☐ Community Identity & Relationship Building |
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Attachments and Other Resources

- Minutes from the Parks and Recreation Commission of May 5, 2025

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.



Park Commission Meeting

May 5, 2025

7:00 PM

Fridley City Hall, 7071 University Avenue NE

Minutes

Call to Order

Chair Borman called the Parks and Recreation Commission meeting to order at 7:00 p.m.

Present

EB Graham
 Peter Borman
 Melissa Luna
 Tim Kirk
 Jodi Rehlander
 Don Whalen

Absent

Ken Schultz

Also Present

Mike Maher, Parks and Recreation Director
 Patrick Vescio, City Councilmember
 Jessica Nelson-Roehl, Recreation Coordinator
 Katie Dahl, Interpretive Coordinator

Approve Parks & Recreation Commission Agenda for May 5, 2025

Motion by Commissioner Kirk to approve the May 5, 2025, meeting agenda. Seconded by Commissioner Whalen. The motion passed unanimously.

Approve Parks & Recreation Commission Minutes for April 7, 2025

Motion by Commissioner Luna to approve the April 7, 2025, meeting minutes. Seconded by Commissioner Graham. The motion passed unanimously.

Open Forum

No comments.

New Business

1. Summer Programming Preview

Mike Maher, Parks and Recreation Director, stated that two staff members are present to highlight some of the upcoming summer programming.

Jessica Nelson-Roehl, Recreation Coordinator, and Katie Dahl, Interpretive Coordinator, provided a preview of summer programming for residents of all ages, volunteer opportunities, and events.

Commissioner Rehlander asked the number of events and/or programs that are new for this year. Ms. Nelson-Roehl noted a few of the concerts/locations that are new for this year.

Chair Borman asked questions about the seasonal staff and whether some of the program participants eventually become staff members for the summer program. Ms. Dahl commented that a large percentage of the junior leaders were previous summer camp attendees and continue to return as summer staff. Ms. Nelson-Roehl estimated that about 25 percent of the summer ROCKS staff were participants in the program as children.

Mr. Maher commented that he is very proud of his staff and the work they do, acknowledging the community engagement that is achieved through these programs and events over the summer months.

2. Community Gardens Future Planning

Mr. Maher stated that he wanted to open up the discussion about community gardens with the Commission. He provided background information on the previous community garden that existed at Locke Park and the identification of that amenity as a desire within the Parks System Improvement Plan process. He reviewed the potential community garden locations.

Commissioner Whalen commented that Locke Park seems to be the natural fit for the project.

Commissioner Rehlander asked if they would review the soil conditions and make recommendations to users. Mr. Maher commented that if they are able to establish an area for community gardens, they would develop a policy for the use, best practices, and a small deposit for users.

Chair Borman recognized the comments he had heard from the community about the desire for a community garden after it was removed from Locke Park previously.

Commissioner Rehlander asked if this project would take attention and/or funding away from another project. Mr. Maher replied that it is not the intention of staff to spread themselves so thin that they could not maintain other projects and maintenance needs. He recognized that this is a time of growth, but that was also the intention of the Parks System Improvement Plan, to improve the parks and add amenities.

Mr. Maher stated that with the support of the Commission staff would apply for grant opportunities, present the concept to the City Council, seek public engagement, and continue with the planning process.

Motion by Commissioner Rehlander to recommend that staff begin a process to establish a community garden program in Fridley, with a preferred location of Locke Park, focus on community engagement, and eventual endorsement of the City Council. Seconded by Commissioner Luna. The motion passed unanimously.

3. 2026 Parks Capital Investment Program Recommendation

Mr. Maher explained that the Capital Investment Program (CIP) is used for long-term planning of larger capital items, and the current plan would cover 2026 through 2030. He presented the 2026 items, which were identified last year, with a few suggested additions.

Motion by Commissioner Graham to approve the proposed 2026 Capital Investment Program as presented. Seconded by Commissioner Whalen. The motion passed unanimously.

4. Locke Park Improvement Priorities

Mr. Maher provided background information on previous work that was done to identify improvements for Locke Park, explaining the funding that has been identified for 2026 and future years. He asked the Commission for guidance on the priorities to be completed in 2026, highlighting some recommendations that were made by public safety, through public engagement, and previous input from the Commission.

Commissioner Whalen asked if the dog park is well utilized and whether there are complaints. Mr. Maher replied that the dog park is well used and could not recall a time he has visited the park, and there were no users in the dog park. He commented that it is the only off-leash dog area within Fridley. He stated that the City has made some changes to the space after taking control over it from the County, relating to waste management, and could not recall any complaints. He stated that there have been requests to have separate spaces for small and large dogs.

Commissioner Graham asked if the dog park would increase in size or whether the space would just be divided into two areas. Mr. Maher recognized that would be budget dependent, but his thought would be to expand.

Commissioner Kirk stated that he jogs by the dog park almost every day, and there are always users there. He suggested that the main area be left for large dogs and another area be added for small dogs.

Chair Borman recognized the improvements needed for the Rice Creek Regional Trail and asked if those improvements would be completed by Anoka County. Mr. Maher confirmed that there has been planning and funding has been allocated for Anoka County to complete the regional trail improvements. He noted that there is one steep north/south connection segment that the City controls and will be in charge of maintaining.

Commissioner Graham recognized that these would be nice improvements, but perhaps the funds should be saved to complete the improvements on the trail segment. Mr. Maher commented that they want to strike a balance between park and trail users.

Commissioner Luna commented that while she understands the thought of public safety for the gate, there are many ways to access the park other than by vehicle, and therefore, was unsure if the gate would solve that issue. She preferred to see funds spent elsewhere.

Chair Borman asked if the gate would be at the main access by the Civic Campus. Mr. Maher confirmed the proposed gate location and provided additional background information explaining that, in this instance, vehicles from outside the community are the main source of problems at Locke Park after park hours.

Commissioner Kirk commented that it seems the sand volleyball court would be popular, as many people are bringing their own nets to play within the parks. He noted that he would believe that people not renting the shelter would use the amenity as well. Mr. Maher replied that certain amenities can be included with a rental, and he believed that there are ways they could guide use.

Commissioner Whalen asked if the renter would receive confirmation via email that they could show people, if someone else was using the amenity included in their rental. Mr. Maher confirmed that renters do receive a rental permit, and if there are conflicts, they can call public safety.

Members of the Commission also suggested four-square and gaga ball as low-cost options for recreation amenities.

Commissioner Graham commented that it seems that the gate is needed. Commissioner Rehlander agreed, noting that she supports gates and lighting when necessary to deter unwanted behaviors.

Mr. Maher confirmed that the Commission supported the priorities as presented and discussed.

Old Business

None

Staff Reports

5. Fridley Parks and Recreation Staff Report

Mr. Maher provided a brief overview of the report, including information on staffing, upcoming and recent events, and construction on park projects. He noted that next month's meeting will be held at Edgewater Gardens Park.

Adjournment

Commissioner Kirk made the motion to adjourn the meeting at 8:43 p.m. Seconded by Commissioner Rehlander. The motion passed unanimously.

Respectfully submitted,

Mike Maher, Staff Liaison



AGENDA REPORT

Meeting Date: June 23, 2025

Meeting Type: City Council

Submitted By: Mike Maher, Director of Parks and Recreation

Title

Receive the Minutes from the Public Arts Commission meetings of May 7, 2025 and May 14, 2025

Background

Attached are the minutes from the Public Arts Commission meetings of May 7, 2025 and May 14, 2025.

Financial Impact

None.

Recommendation

Receive the minutes from the Public Arts Commission meetings of May 7, 2025 and May 14, 2025.

Focus on Fridley Strategic Alignment

- | | |
|--|---|
| ☐ Vibrant Neighborhoods & Places | ☐ Community Identity & Relationship Building |
| ☐ Financial Stability & Commercial Prosperity | ☐ Public Safety & Environmental Stewardship |
| ☒ Organizational Excellence | |

Attachments and Other Resources

- Public Arts Commission Meeting of May 7, 2025
- Public Arts Commission Meeting of May 14, 2025

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.



Public Arts Commission

May 7, 2025

6:00 PM

Fridley Civic Campus, 7071 University Ave N.E.

Minutes

Call to Order

Meeting was called to order at 6:00

Present

Josh Collins, Chair
Ryan Fugleberg, Vice Chair
Gary Osterbauer
Kara Ruwart
Frank Sedzielarz
Maija Sedzielarz
Gary Swanson

Absent

Scott Lund, President Fridley Creative Arts Foundation

Also Present

Ann Bolkcom, Council Liaison.
Mike Maher, Parks and Recreation Director and Staff Liaison the Public Arts Commission
Jesslyn Quiram, Engineering Technician and Staff Liaison the Public Arts Commission
Scott Hickok, Community Development Director and Staff Liaison the Public Arts Commission

Approve of Meeting Minutes

Approval of April 2, 2025, Public Arts Commission Minutes

Frank Sedzielarz indicated that there was a misspelling of Maija in the minutes in one location.

With no other corrections, the chair called for a motion. Motion by Fugleberg, second by Ruwart. The motion passed unanimously.

New Business

Artist Response to Request for Qualifications (RFQ), our call for artists.

The Board prepared to discuss the nineteen artists that submitted their RFQ documents by the deadline May 2, 2025.

Before the meeting commenced, staff taped the names of the 19 artists on the wall in a horizontal line, each Commissioner then removed their top two artists submitted images from their packets and placed them under the names of the artists who prepared that sculpture.

A pattern emerged as the commission completed this task of identifying their favorite pieces. The Commission then discussed each artist, their likes and dislikes, and eliminated those where it was clear that the art wouldn't fit the setting, or there would not be consensus amongst the group to advance the artist to the interview round.

After much dialog considering all applications, the Commissioners chose the top candidates they preferred to interview after the Commissioners had announced their top two artists, staff revealed that the top two that they picked matched staff's top 2 in the scoring process that they used as well. The two artists were selected were Ken McCall from Garden City, Idaho, and CJ Rensch from Hood River, Oregon. State

The Board concluded that interviews would be set for 6:00 PM CST and 7:00 PM CST on May 14, 2025. The interviews would be virtual, and Jesslyn Quiram would prepare the invitations.

Old Business

None

Other Items

None

Adjournment

Chair Collins called for a motion to adjourn. Gary Osterbauer made the Motion, the motion was seconded by Kara Ruwart, vote was unanimous and the meeting Adjourned at 8:00.

Respectfully submitted,

Scott Hickok
Recording Secretary



Public Arts Commission

May 14, 2025

6:00 PM

Fridley Civic Campus, 7071 University Ave N.E.

Minutes

Call to Order

Meeting was called to order at 6:00

Present

Josh Collins, Chair
 Ryan Fugleberg, Vice Chair
 Gary Osterbauer
 Kara Ruwart
 Frank Sedzielarz
 Maija Sedzielarz
 Gary Swanson

Absent

Ann Bolkcom, Council Liaison

Also, Present

Scott Lund, President Fridley Creative Arts Foundation
 Mike Maher, Parks and Recreation Director and Staff Liaison the Public Arts Commission
 Jesslyn Quiram, Engineering Technician and Staff Liaison the Public Arts Commission
 Scott Hickok, Community Development Director and Staff Liaison the Public Arts Commission

Approve of Meeting Minutes

N/A

New Business

The Board conducted interviews at 6:00 PM CST (Artist: Ken McCall) and 7:00 PM CST (Artist: CJ Rench). The interviews were virtual, and Jesslyn Quiram prepared invitations for the artists.

Interviews commenced on schedule and there were no technical issues with either interview, on either end.

Each candidate had 45 minutes to answer the prepared questions for the interviews. Mike Maher and Jesslyn Quiram shared the responsibility of asking the questions and alternated asking a question each and then repeated that approach until all questions were asked and answered.

The Commission reviewed their questions and deliberated between candidates until a selection was made. The group selected Ken McCall as the artist they had preferred, though the group concurred that

the choice was extremely difficult as both artists were qualified and each artist demonstrated strong ability to perform as required to provide the desired outcome of a sculpture in Commons Park.

Old Business

None

Other Items

None

Adjournment

Chair Collins called for a motion to adjourn. meeting Adjourned at 8:30.

Respectfully submitted,

Scott Hickok
Recording Secretary



AGENDA REPORT

Meeting Date: June 23, 2025

Meeting Type: City Council

Submitted By: Ryan George, Deputy Director of Public Safety

Title

Resolution No. 2025-63, Approving and Authorizing the Signing of an Agreement with Independent School District #14

Background

Independent School District #14 (District) provides K-12 public school services at multiple locations in the City of Fridley (City). Fridley Public Safety has a long-standing relationship with the District in which the City of Fridley and the District previously entered into contractual agreements for the City to provide two licensed police officers to the District as School Resource Officers (SROs). One SRO is assigned to Fridley Middle School and one SRO is assigned to Fridley High School. Both SROs share responsibility for elementary schools and other schools within the City.

The District and the City recognize the benefit that SROs provide to the school, the Public Safety Department, and the community at-large. The District and the City desire to extend their relationship throughout the 2025-2026 and 2026-2027 school years. Under the terms of the agreement, the City shall provide two licensed police officers to the District for assignment as SROs.

Language was added to comply with new SRO requirements set forth by Minnesota Statutes Section 626.8482, subdivision 2. Additional language regarding the City and the District each being responsible for the acts of their employees was included. Aside from these minor additions and the updating of relevant dates and the cost of the SROs, the agreement has not been substantially amended from previous versions. The agreement has been reviewed by the City Attorney.

Financial Impact

Revenue from this contract is anticipated in the annual budget.

Recommendation

Staff recommend the approval of Resolution No. 2025-63, Approving and Authorizing the Signing of an Agreement with Independent School District #14.

Focus on Fridley Strategic Alignment

☐ Vibrant Neighborhoods & Places	☐ Community Identity & Relationship Building
☐ Financial Stability & Commercial Prosperity	☒ Public Safety & Environmental Stewardship
☐ Organizational Excellence	

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.

Attachments and Other Resources

- Resolution No. 2025-63
- School Resource Officer Program Agreement Between the City of Fridley and Independent School District #14

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.

Resolution No. 2025-63

Approving and Authorizing the Signing of a School Resource Officer Agreement with Independent School District #14

Whereas, the Independent School District #14 (District) provides K-12 public school services at multiple locations in the City of Fridley (City); and

Whereas, the City of Fridley and the District previously entered into contractual agreements for the City to provide one School Resource Officer to Fridley Middle School and one School Resource Officer to Fridley High School; and

Whereas, the District and the City recognize the benefit that School Resource Officers provide to the school, the Public Safety Department, and the community at-large; and

Whereas, the District and the City desire to extend their relationship in which the City shall provide two licensed police officers under the terms of the agreement.

Now, therefore be it resolved, that the City Council of the City of Fridley hereby approves said agreement and the Mayor and the City Manager (or their designee) are hereby authorized to execute the attached Agreement.

Passed and adopted by the City Council of the City of Fridley this 23rd day of June, 2025.

Dave Ostwald – Mayor

Attest:

Melissa Moore – City Clerk

SCHOOL RESOURCE OFFICER PROGRAM AGREEMENT BETWEEN THE CITY OF FRIDLEY AND INDEPENDENT SCHOOL DISTRICT #14

This agreement is made the 23rd day of June, 2025, pursuant to M.S. 471.59 by and between the City of Fridley (City) and Independent School District #14 (School District).

1. PURPOSE

The City and the School District wish to participate in a School Resource Officer Program. Both the City and the School District agree that a School Resource Officer Program improves understanding and promotes mutual respect between police, school, staff, counselors, parents and students. The purpose of this Agreement is to set forth in writing the terms and conditions of the mutual duties and obligations and to fund the position of School Resource Officer (SRO).

2. FUNDING

The School District will fund a portion of the salary and benefits for two licensed police officers assigned as School Resource Officers.

For the **2025-2026** school term the amount shall be based on two SROs assigned for the entire term. This amount shall total **\$145,000**.

For the **2026-2027** school term the amount shall be based on two SROs assigned for the entire term. This amount shall total **\$154,000**.

The School District officials and the City of Fridley Public Safety Director shall determine the specific days and hours to be worked under this agreement. The City shall have exclusive use of the police officers assigned as the School Resource Officers from the end of the 2025-2026 school term until the first day of the 2026-2027 school term.

3. SERVICES

This City shall provide the services of two licensed police officers and related support services and supplies to assist the School District in establishing a School Resource Officers Program. The SROs' duties shall include those duties set forth in Minnesota Statutes Section 626.8482, subdivision 2. The City reserves the right to temporarily recall or reassign one or both SROs if extenuating circumstances exist. The officers will have primary responsibilities in serving as a resource to faculty, classroom members and school administrators in the promoting of positive youth behavior. The School District agrees to provide adequate office space, telephone and other reasonable clerical support services. Basic assignments will be to the High School and Middle School with occasional support at other facilities as needed. During the school day, the School Resource Officers will be available for and may respond to

emergency calls and other assistance required by the City, and may attend police training and special duties as assigned by the City.

The City shall provide the following coverage for school events:

- **Fridley High School home football games occurring during the school year, including playoffs**
 - Two SROs will work Fridley HS home football games as part of their SRO duties
 - For the Homecoming football game, two SROs and two additional officers will be provided, for a total of four police officers
- **Fridley High School Prom**
 - Two SROs will work Fridley HS Prom as part of their SRO duties
- **Fridley High School Graduation**
 - Two SROs will work Fridley HS graduation as part of their SRO duties
- **Additional Fridley High School and Fridley Middle School Dances**
 - Dances at FHS and FMS will be staffed by the SRO assigned to that school.
- **Additional police security**
 - For other events that require police security, a request can be made through the Fridley Police Department's Office Coordinator. Hours worked by officers will be invoiced at the current rate upon completion of the event(s).

In the event that an SRO is unavailable for a particular event, coverage will be provided by another Fridley police officer. SROs are authorized by the City to adjust their regular working hours to accommodate a school event that requires their attendance (listed above).

4. **PAYMENT**

The City shall provide billing to the School District for services provided in this Agreement, and the School District will remit payment to the City on a semi-annual basis.

5. **TERM**

This Agreement shall commence on the **31st** day of **August, 2025**, and shall end on the last day of the **2026-2027** school term. Thereafter, it may be renewed on a yearly basis by mutual agreement. Either party may cancel this Agreement with a 30 day written notice.

6. **GENERAL PROVISIONS**

It is expressly agreed that the School Resource Officers are City employees and shall **not** be considered employees of the School District for any purpose including but not limited to salaries, wages, other compensations or fringe benefits, Worker's Compensation, Unemployment Compensation, P.E.R.A., Social Security, Liability Insurance, keeping of personnel records, termination of employment, individual contracts or other contractual rights. The City shall assume all liability for the actions taken by the SROs in the performance of their duties as Peace Officers. The SROs shall report to and be directed by the City of Fridley Public Safety Director or his designee, but will receive general and daily direction from the assigned school building

administrator. Representatives of the School District and the Public Safety Director or his designee shall negotiate resolution of unforeseen problems arising in this program.

Each party is solely responsible for the act(s) and omission(s) of its own officers, employees, officials, agents, and representatives. To the extent permitted by law, each party agrees to indemnify, defend, and hold harmless the other party from any and all damages, liability, judgments, claims, expenses, attorneys' fees, and costs resulting from any act or omission caused by the indemnifying party which occurs as a result of the indemnifying party's performance of its obligations under this Agreement.

Nothing contained herein shall be deemed a waiver by the City or School District of any governmental immunity defenses, statutory or otherwise. Further, any and all claims brought by a third party shall be subject to any governmental immunity defenses of the City and School District and the maximum liability limits provided by Minnesota Statutes, Chapter 466.

7. SCHEDULING

The duty hours of the SROs are flexible and will be primarily coordinated with the school day and activities. The SROs will make daily contact with the Police Department for the purpose of keeping abreast of incident reports and other City activity. The SROs may be required to conduct juvenile investigations. During non-school periods, the City will determine the SROs duties and schedule.

8. DISCRIMINATION

The City and the School District agree not to discriminate in providing services under this Agreement on the basis of race, sex, creed, national origin, age or religion.

IN WITNESS WHEREOF, THE PARTIES HAVE EXECUTED THIS AGREEMENT ON THIS THE 23rd DAY OF June, 2025.

City of Fridley

Independent School District #14

David Ostwald, Mayor

Dr. Brenda Lewis,
Superintendent

Ryan George,
Public Safety Director



AGENDA REPORT

Meeting Date: June 23, 2025

Meeting Type: City Council

Submitted By: Ryan George, Deputy Director of Public Safety

Title

Resolution No. 2025-64, Approving and Authorizing the Signing of a Setting IV Special Education School Resource Officer Agreement with Independent School District #14

Background

Independent School District #14 (District) provides Setting IV Special Education public school services at multiple locations in the City of Fridley (City). The Setting IV Special Education environment is a dedicated space that serves students who have unique needs and require additional services. Starting during the 2025-2026 school year, the District will operate two Setting IV facilities. Vista Elementary will be located at 1317 Rice Creek Rd NE while Vista Secondary will be located adjacent to Fridley High School.

Fridley Public Safety has a long-standing relationship with the District in which the City and the District previously entered into contractual agreements for the City to provide two licensed police officers to the District as School Resource Officers (SROs). This new agreement, which adds two more SROs, is in addition to the existing agreement that is referenced in Resolution No. 2025-63.

The District and the City recognize the benefit that SROs provide to the school, the Public Safety Department, and the community at-large. The District and the City desire to expand their relationship to add the two Setting IV SROs throughout the 2025-2026 and 2026-2027 school years.

The new agreement, which is very similar to the existing SRO agreement, has been reviewed by the City Attorney.

Financial Impact

Revenue from this agreement will cover the salary and benefits of two School Resource Officers, as well as the costs to hire, onboard, equip, and train two new licensed police officers to backfill the positions.

Recommendation

Staff recommend the approval of Resolution No. 2025-64, Approving and Authorizing the Signing of a Setting IV Special Education School Resource Officer Agreement with Independent School District #14.

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.

Focus on Fridley Strategic Alignment

☐ Vibrant Neighborhoods & Places	☐ Community Identity & Relationship Building
☐ Financial Stability & Commercial Prosperity	☒ Public Safety & Environmental Stewardship
☐ Organizational Excellence	

Attachments and Other Resources

- Resolution No. 2025-64
- 2025-2027 Setting IV School Resource Officer Program Agreement Between the City of Fridley and Independent School District #14

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.

Resolution No. 2025-64

Approving and Authorizing the Signing of a Setting IV Special Education School Resource Officer Agreement with Independent School District #14

Whereas, the Independent School District #14 (District) provides K-12 Setting IV Special Education public school services at multiple locations in the City of Fridley (City); and

Whereas, the Setting IV Special Education environment is a dedicated space that serves students who have unique needs and require additional services; and

Whereas, the District and the City recognize the benefit that Setting IV Special Education School Resource Officers will provide to the school, the Public Safety Department, and the community at-large; and

Whereas, the City of Fridley and the District previously entered into contractual agreements for the City to provide School Resource Officers; and

Whereas, the District and the City desire to expand their relationship in which the City shall provide two additional licensed police officers under the terms of the agreement.

Now, therefore be it resolved, that the City Council of the City of Fridley hereby approves said agreement and the Mayor and the City Manager (or their designee) are hereby authorized to execute the attached Agreement.

Passed and adopted by the City Council of the City of Fridley this 23rd day of June, 2025.

Dave Ostwald – Mayor

ATTEST:

Melissa Moore – City Clerk

SETTING IV SPECIAL EDUCATION SCHOOL RESOURCE OFFICER PROGRAM AGREEMENT BETWEEN THE CITY OF FRIDLEY AND INDEPENDENT SCHOOL DISTRICT #14

This agreement is made the 23rd day of June, 2025, pursuant to M.S. 471.59 by and between the City of Fridley (City) and Independent School District #14 (School District).

1. PURPOSE

The City and the School District wish to participate in a Setting IV Special Education School Resource Officer Program. Both the City and the School District agree that a Setting IV Special Education School Resource Officer Program improves understanding and promotes mutual respect between police, school, staff, counselors, parents and students. The purpose of this Agreement is to set forth in writing the terms and conditions of the mutual duties and obligations and to fund the position of Setting IV Special Education School Resource Officer (Setting IV SRO).

2. FUNDING

The School District will fund the salary, benefits, and associated costs for two licensed police officers assigned as Setting IV Special Education School Resource Officers (Setting IV SROs).

For the **2025-2026** school term the amount shall be based on two Setting IV SROs assigned for the entire term. This amount shall total **\$403,000**.

For the **2026-2027** school term the amount shall be based on two Setting IV SROs assigned for the entire term. This amount shall total **\$403,000**.

The School District officials and the City of Fridley Public Safety Director shall determine the specific days and hours to be worked under this agreement. The City shall have exclusive use of the police officers assigned as the School Resource Officers from the end of the 2025-2026 Setting IV school term until the first day of the 2026-2027 Setting IV school term.

3. SERVICES

This City shall provide the services of two licensed police officers and related support services and supplies to assist the School District in establishing a Setting IV Special Education School Resource Officer Program. The SROs' duties shall include those duties set forth in Minnesota Statutes Section 626.8482, subdivision 2. The City reserves the right to temporarily recall or reassign one or both SROs if extenuating circumstances exist. The officers will have primary responsibilities in serving as a resource to faculty, classroom members and school administrators in the promoting of positive youth behavior within a Setting IV Special Education environment. The School District agrees to provide adequate office space, telephone and other reasonable clerical support services. Basic assignments will be to the secondary Setting IV facility and the elementary Setting IV facility with occasional support at other facilities as needed. During the

school day, the Setting IV School Resource Officers will be available for and may respond to emergency calls and other assistance required by the City, and may attend police training and special duties as assigned by the City.

4. **PAYMENT**

The City shall provide billing to the School District for services provided in this Agreement, and the School District will remit payment to the City on a semi-annual basis.

5. **TERM**

This Agreement shall commence on the **31st** day of **August, 2025**, and shall end on the last day of the **2026-2027** Setting IV school term. Thereafter, it may be renewed on a yearly basis by mutual agreement. Either party may cancel this Agreement with a one year written notice.

6. **GENERAL PROVISIONS**

It is expressly agreed that the School Resource Officers are City employees and shall **not** be considered employees of the School District for any purpose including but not limited to salaries, wages, other compensations or fringe benefits, Worker's Compensation, Unemployment Compensation, P.E.R.A., Social Security, Liability Insurance, keeping of personnel records, termination of employment, individual contracts or other contractual rights. The City shall assume all liability for the actions taken by the SROs in the performance of their duties as Peace Officers. The SROs shall report to and be directed by the City of Fridley Public Safety Director or his designee, but will receive general and daily direction from the assigned school building administrator. Representatives of the School District and the Public Safety Director or his designee shall negotiate resolution of unforeseen problems arising in this program.

Each party is solely responsible for the act(s) and omission(s) of its own officers, employees, officials, agents, and representatives. To the extent permitted by law, each party agrees to indemnify, defend, and hold harmless the other party from any and all damages, liability, judgments, claims, expenses, attorneys' fees, and costs resulting from any act or omission caused by the indemnifying party which occurs as a result of the indemnifying party's performance of its obligations under this Agreement.

Nothing contained herein shall be deemed a waiver by the City or School District of any governmental immunity defenses, statutory or otherwise. Further, any and all claims brought by a third party shall be subject to any governmental immunity defenses of the City and School District and the maximum liability limits provided by Minnesota Statutes, Chapter 466.

7. **SCHEDULING**

The duty hours of the Setting IV SROs are flexible and will be primarily coordinated with the school day and activities. The Setting IV SROs will make daily contact with the Police Department for the purpose of keeping abreast of incident reports and other City activity. The Setting IV SROs

may be required to conduct juvenile investigations. During non-school periods, the City will determine the Setting IV SROs duties and schedule.

8. **DISCRIMINATION**

The City and the School District agree not to discriminate in providing services under this Agreement on the basis of race, sex, creed, national origin, age or religion.

IN WITNESS WHEREOF, THE PARTIES HAVE EXECUTED THIS AGREEMENT ON THIS THE 23rd DAY OF June, 2025.

City of Fridley

Independent School District #14

David Ostwald, Mayor

Dr. Brenda Lewis,
Superintendent

Ryan George
Public Safety Director



AGENDA REPORT

Meeting Date: June 23, 2025

Meeting Type: City Council

Submitted By: Jim Kosluchar, Director of Public Works
Rachel Workin, Environmental Planner

Title

Resolution No. 2025-75, Authorizing an Equity-Focused Water Efficiency Grant from the Metropolitan Council for Improvements at the Park Plaza Cooperative

Background

The City of Fridley (City) is currently implementing its third water efficiency grant from the Metropolitan Council to provide customers with utility bill rebates of \$100-150 for the purchase of water saving fixtures and appliances. This year, the Metropolitan Council expanded the grant program to provide funding for the full cost of replacing toilets with WaterSense-labeled models at income-qualified properties served by municipal water service. In consultation with Park Plaza Cooperative, the City applied for \$15,720 to replace 20 existing toilets in their community with new fixtures. The City will work with the Park Plaza Cooperative board and their preferred contractor to develop and implement the program.

Financial Impact

There is no match required for the grant.

Recommendation

Staff recommend the approval of Resolution No. 2025-75, Authorizing an Equity-Focused Water Efficiency Grant from the Metropolitan Council at the Park Plaza Cooperative

Focus on Fridley Strategic Alignment

☐ Vibrant Neighborhoods & Places	☒ Community Identity & Relationship Building
☐ Financial Stability & Commercial Prosperity	☒ Public Safety & Environmental Stewardship
☐ Organizational Excellence	

Attachments and Other Resources

- Resolution No. 2025-75
- Grant agreement

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.

Resolution No. 2025-75

Authorizing an Equity-Focused Water Efficiency Grant from the Metropolitan Council for Improvements at Park Plaza Cooperative

Whereas, the City of Fridley's (City) Comprehensive Plan identifies the need to conserve and preserve the City's source water aquifers to ensure their sustainability regarding quality and quantity; and

Whereas, the Metropolitan Council requested applications for grant funding for projects with an equity-focus that promote the installation of water-efficient fixtures at properties with municipal water service; and

Whereas, the City was successful in obtaining \$15,720 in grant funding from the Metropolitan Council to provide for the replacement of existing toilets with Water-Sense labeled models at Park Plaza Cooperative; and

Whereas, no financial match is required from the City or participants for this program.

Now, therefore be it resolved, that the City Council of the City of Fridley hereby agrees to the terms and conditions of the grant agreement and authorizes the proper city officers to execute the grant agreement and any contracts needed for the successful implementation of the project.

Passed and adopted by the City Council of the City of Fridley this 23rd day of June, 2025.

Dave Ostwald – Mayor

Attest:

Melissa Moore – City Clerk

METROPOLITAN COUNCIL CLEAN WATER FUND GRANT AGREEMENT

Recipient: City of Fridley	Grant No.: SG-24798
Council Action: 2025-116 SW	
Maximum Grant Amount: \$15,720	
Recipient's Authorized Representative: Name: Rachel Workin Mailing Address: 7071 University Ave NE, Fridley, MN 55432 Phone: 763-572-3594 Email Address: rachel.workin@fridleymn.gov	

This Clean Water Fund Grant Agreement ("Grant Agreement") is entered into between the Metropolitan Council ("Met Council"), a public corporation and political subdivision of the State of Minnesota and the Recipient named above.

RECITALS

1. Minnesota Session Laws 2023, Chapter 40, Article 2, Section 8(b), appropriated to the Met Council \$1,500,000 in funds from the Legacy Amendment's Clean Water Fund ("Clean Water Fund") for State fiscal years 2024 and 2025, for water demand reduction grants to assist municipalities in the metropolitan area with implementing water demand reduction measures to ensure the reliability and protection of drinking water supplies.
2. The Met Council is authorized by Minnesota Statutes sections 473.129, subdivision 4 to apply for and use grants from the State for any Met Council purpose and may dispose of the money in accordance with the terms of the appropriation.
3. The Met Council allocated \$400,000 of the Clean Water Fund noted in paragraph 1 to implement a pilot equity-focused water efficiency grant program effective July 1, 2025 to June 30, 2026. Grants of up to \$100,000 will be awarded on a competitive basis to municipalities that are served by a municipal water supply system. Unlike the traditional Water Efficiency Grant Program, there is no requirement for municipalities to contribute a local match, and grant programs will operate at no cost to residents.
4. On May 14, 2025, the Met Council authorized the granting of \$209,720 of the \$400,000 appropriation noted in paragraph 3 to the Recipients participating in the Equity-Focused Water Efficiency Grant Pilot Program. Additionally, on that same date, the Met Council authorized the release of the remaining \$190,280 to be used for either the Equity-Focused Water Efficiency Grant Pilot Program or the Water Efficiency Grant Program, if additional funding is requested by participating municipalities.

5. The Recipient is authorized to receive grants from the Clean Water Fund for a water demand reduction program to implement measures to reduce water demand to ensure the reliability and protection of drinking water supplies.

6. The Recipient represents that it is duly qualified and agrees to perform all services described in this Grant Agreement to the reasonable satisfaction of the Met Council.

GRANT AGREEMENT

1. Term of Grant Agreement.

1.1. **Effective Date.** The Effective Date of this Grant Agreement is the date this agreement is fully executed. The Effective Date of this Grant Agreement is the date this agreement is fully executed, provided the Grant Agreement is fully executed on or after July 1, 2025. If the Grant Agreement is fully executed prior to July 1, 2025, the effective date shall be July 1, 2025.

1.2. **Grant Activity Period.** The Grant Activity Period runs from the Effective Date through the Expiration Date.

1.3. **Expiration Date.** The Expiration Date is the earlier of Recipient's satisfactory fulfillment of obligations or June 30, 2026.

1.4. **Survival of Terms.** The following clauses survive the expiration, termination or cancellation of this Grant Agreement:

- 9. Liability and Insurance;
- 10. Audits;
- 11. Government Data Practices;
- 13. Data Availability;
- 14. Governing Law, Jurisdiction, and Venue;
- 16. Data Disclosure; and
- 18.7 Future Eligibility.

2. Duties, Representations and Warranties of Recipient and Use of Grant Funds.

2.1. The Recipient will conduct, administer and complete in a satisfactory manner and in accordance with the terms of this Grant Agreement the program ("Recipient Program") which is described in Recipient's application to the Met Council for assistance under the Met Council's Clean Water Fund grant program. The Recipient's application is incorporated into this Grant Agreement as Exhibit A. Recipient will perform the Recipient Program in accordance with the timeline in Exhibit B of this Grant Agreement and to undertake the responsibilities described in Exhibit B which is incorporated into this Grant Agreement. The Recipient must complete the Recipient Program as described in Exhibits A and B. The Met Council makes no representation or warranties with respect to the success and effectiveness of the Recipient Program. The Met Council acknowledges that Recipient Program work may be limited to soliciting participation by its residents and businesses in the Recipient Program, procuring plumbing services for device installation, and may require additional work by the Recipient only to the extent that residents and businesses choose to participate in the Recipient Program, as described in Exhibit B.

The Grant Funds must be entirely passed through and can only be used for authorized rebates or grants for eligible costs.

2.2. Recipient Representations and Warranties. The Recipient represents and warrants to Met Council, as follows:

- A. It has the legal authority to enter into this Grant Agreement and to conduct and administer the Recipient Program and use the Grant Funds for the purpose or purposes described in this Agreement.
- B. It has taken all actions necessary for its execution of the Agreement and has provided to Met Council a copy of the resolution by its governing body authorizing Recipient to enter into this Agreement, if required. If a resolution is not required by the Recipient, Recipient shall provide the Met Council documents acceptable to the Council indicating that the appropriate person(s) has authority to enter into this agreement on behalf of the Recipient, such as a city policy or city ordinance.
- C. It has the legal authority to undertake the Recipient Program, including the Recipient's responsibilities in Exhibit B.
- D. Only its Authorized Representative may provide certifications required in this Grant Agreement and submit pay claims for reimbursement of Recipient Program costs.
- E. It will comply with all the terms of this Grant Agreement.
- F. It will comply with all requirements of Clean Water Funding legislation and appropriations, except for requirements that this Grant Agreement explicitly states will be handled by the Met Council.
- G. It has made no material false statement or misstatement of fact in connection with the Grant Funds, and all of the information it has submitted or will submit to the Met Council relating to the Grant Funds or the disbursement of any of the Grant Funds is and will be true and correct. It agrees that all representations contained in its application for the Clean Water Fund Grant are material representations of fact upon which the Met Council relied in awarding this Grant and are incorporated into this Agreement by reference.
- H. It is not in violation of any provisions of its charter or of the laws of the State of Minnesota, and there are no material actions, suits, or proceedings pending, or to its knowledge threatened, before any judicial body or governmental authority against or affecting it and is not in default with respect to any order, writ, injunction, decree, or demand of any court or any governmental authority which would impair its ability to enter into this Grant Agreement, or to perform any of the acts required of it in the Agreement.
- I. Compliance with the requirements of this Grant Agreement is not prevented by, is a breach of, or will result in a breach of, any term, condition, or provision of any agreement to which it is bound.
- J. The Recipient Program will not violate any applicable zoning or use statute, ordinance, building code, rule or regulation, or any covenant or agreement of record relating thereto.
- K. The Recipient Program will be conducted in full compliance with all applicable laws, statutes, rules, ordinances, and regulations issued by any federal, state, or political subdivisions having jurisdiction over the Recipient Program.

L. It will comply with the financial responsibility requirements contained in Exhibit B.

M. It will furnish satisfactory evidence regarding these representations if requested by the Met Council.

3. **Time.**

Recipient must comply with all time requirements described in this Grant Agreement. In the performance of this Grant Agreement, time is of the essence.

4. **Eligible Costs.**

Eligible costs are those costs incurred by parties within the jurisdiction of the Recipient for a 100% rebate or grant payments as defined in Exhibit B. The Met Council will not reimburse Recipient for non-eligible costs. Any cost not defined as an eligible cost or not included in the Recipient Program or approved in writing by the Met Council is a non-eligible cost.

5. **Consideration and Payment.**

5.1 **Consideration.** The Met Council will reimburse the Recipient for eligible costs performed by the Recipient during the Grant Activity Period up to the Maximum Grant Amount as specified in this agreement. The Met Council bears no responsibility for any cost overruns that may be incurred by the Recipient or any sub-recipients. The Recipient may be eligible to receive additional grant amounts or an adjustment of the Maximum Grant Amount in accordance with the procedure in the Grant Amendment Form attached and incorporated as Exhibit C. A fully executed Exhibit C will amend this Grant by the amount in Exhibit C.

5.2. **Advance.** The Met Council will make no advance of the Grant Amount to Recipient.

5.3. **Payment.** To receive payment, the Recipient must submit a Reimbursement Request on forms provided by the Met Council, including electronically scanned receipts to verify the cost of eligible devices and any other eligible costs reported for each reporting period. Reimbursement Request must be submitted quarterly, even if there are no eligible costs to report. The Recipient must describe its compliance with its financial requirements, work completed including specific addresses where work was done, and provide sufficient documentation of grant eligible expenditures and any other information the Met Council reasonably requests. The Met Council will promptly pay the Recipient after the Recipient presents to the Met Council a Reimbursement Request and scanned copies of all receipts verifying the cost for all eligible devices reported and the Met Council's Authorized Representative accepts the invoiced services.

6. **Conditions of Payment.**

6.1. For each approved device and other eligible costs for which Recipient requests payment, Recipient must certify the following to the Met Council:

- (1) the Resident qualifies under the equity-focused grant program;
- (2) the device has been purchased during the Grant Activity Period;
- (3) Recipient determined the installation costs are eligible and receipts received for the installation;
- (4) Recipient determined the device is eligible and received receipts for the device; and
- (5) the purchase was not performed in violation of federal, state, or local law, or regulation.

6.2. Conditions Precedent to Any Reimbursement Request. The obligation of the Met Council to make reimbursement payments is subject to the following conditions precedent:

A. The Met Council's receipt of a Reimbursement Request/Progress Report for the funds requested, and electronic copies of receipts verifying the cost for all eligible devices and any other eligible costs for that reporting period;

B. If requested by the Met Council (in form and substance acceptable to the Met Council), evidence that (i) the Recipient has legal authority to and has taken all actions necessary to enter into this Agreement and (ii) this Agreement is binding and enforceable against the Recipient;

C. There is no Event of Default under this Grant Agreement or event which would constitute an Event of Default but for the requirement that notice be given or that a period of grace or time elapse; and

D. The Recipient has supplied to the Met Council all other items that the Met Council may reasonably require to assure good fiscal oversight of state's funding through the Clean Water Fund.

7. **Authorized Representative.**

The Met Council's Authorized Representative is:

Name: Henry McCarthy or successor
 Title: Senior Environmental Scientist
 Mailing Address: 390 North Robert Street
 St. Paul, MN 55101
 Phone: (651) 602-1946
 E-Mail Address: henry.mccarthy@metc.state.mn.us

The Met Council's Authorized Representative has the responsibility to monitor the Recipient's performance and the authority to accept the services provided under this Grant Agreement. If the services are satisfactory, the Met Council's Authorized Representative will certify acceptance on each invoice submitted for payment.

The Recipient's Authorized Representative is noted on the first page of this Grant Agreement. If the Recipient's Authorized Representative changes at any time during this Grant Agreement, the Recipient must immediately notify the Met Council and within 30 days provide a new City resolution (if such resolution is necessary) specifying the new Representative. If a resolution is not required by the City, the City's notification to the Met Council must be in writing.

8. **Assignment, Amendments, Waiver, Grant Agreement Complete, and Order of Precedence.**

8.1 Assignment. The Recipient may neither assign nor transfer any rights or obligations under this Grant Agreement without the prior written consent of the Met Council and a fully executed Assignment Agreement.

8.2 Amendments. Except as provided in this Section 8.2, any amendment to this Grant Agreement must be in writing and will not be effective until it has been executed and approved by the appropriate parties. If requested by the Recipient in writing, the Met Council may at its sole discretion authorize in writing a minor change to the Recipient Program in Exhibit A without a formal executed amendment to this Grant Agreement.

8.3 Waiver. If the Met Council fails to enforce any provision of this Grant Agreement, that failure does not waive the provision or its right to enforce it.

8.4 Grant Agreement Complete. This Grant Agreement contains all negotiations and agreements between the Met Council and the Recipient. No other understanding regarding this Grant Agreement, whether written or oral, may be used to bind either party.

8.5 Order of Precedence. This Grant Agreement will be interpreted in the following order of precedence:

- (1) Grant Agreement excluding exhibits;
- (2) Exhibit B; and
- (3) Exhibit A.

9. Liability and Insurance.

9.1 Liability. The Recipient and the Met Council are each responsible for their own acts and the acts of their employees and the results thereof. To the extent authorized by law, a party is not responsible for the acts of the other party and the results thereof. The liability of the Parties is governed by Minnesota Statutes Chapter 466 and other applicable laws. Neither Party waives any applicable limits on liability or immunities.

9.2 Relationship of the Parties. Nothing contained in this Grant Agreement is intended or should be construed in any manner as creating or establishing the relationship of co-partners or a joint venture between the Recipient and the Met Council, nor will the Recipient be considered or deemed to be an agent, representative, or employee of the Met Council in the performance of this Grant Agreement, or the Recipient Program.

The Recipient represents that it has already or will secure or cause to be secured all personnel required for the performance of this Grant Agreement and the Recipient Program. All personnel of the Recipient or other persons while engaging in the performance of this Grant Agreement or the Recipient Program will not have any contractual relationship with the Met Council related to the work of the Recipient Program and will not be considered employees of the Met Council. In addition, all claims that may arise on behalf of said personnel or other persons out of employment or alleged employment including, but not limited to, claims under the Workers' Compensation Act of the State of Minnesota, claims of discrimination against the Recipient, its officers, agents, contractors, or employees will in no way be the responsibility of the Met Council. Such personnel or other persons may not require nor be entitled to any compensation, rights or benefits of any kind whatsoever from the Met Council, including but not limited to, tenure rights, medical and hospital care, sick and vacation leave, disability benefits, severance pay and retirement benefits.

10. Audits.

Under Minn. Stat. § 16C.05, subd. 5, the Recipient's books, records, documents, and accounting procedures and practices relevant to this Grant Agreement are subject to examination by the Met Council and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the termination date of this Grant Agreement.

11. Government Data Practices.

The Recipient and Met Council must comply with the Minnesota Government Data Practices Act, Minn. Stat. Chapter 13, as it applies to all data provided by the Met Council under this grant contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Recipient under this Grant Agreement. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data referred to in this clause by either the Recipient or the Met Council. If the Recipient receives a request to release the data referred to in this Clause, the Recipient must immediately notify the Met Council.

12. Workers' Compensation.

The Recipient certifies that it is in compliance with Minn. Stat. § 176.181, subd. 2, pertaining to workers' compensation insurance coverage. The Recipient's employees and agents will not be considered Met Council employees. Any claims that may arise under the Minnesota Workers Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the Met Council's obligation or responsibility.

13. Data Availability.

To the extent and as requested by the Met Council, Recipient agrees to comply with Minn. Stat. § 114D.50, subd. 5 requirements for data collected by the Recipient Programs funded with money from the Clean Water Fund that have value for planning and management of natural resources, emergency preparedness and infrastructure investments, including but not limited to the requirement that to the extent practicable, summary data and results of Recipient Programs funded with money from the Clean Water Fund should be readily accessible on the internet and identified as a Clean Water Fund Recipient Program. The Met Council will put overall summary information on the internet and will encourage the Recipient put its city information on the web. Recipient understands and agrees that Met Council may list its name and summary information on the internet or in any other Grantor reporting.

Data collected by the Recipient Program, if any, funded with money from the Clean Water Fund that have value for planning and management of natural resources, emergency preparedness, and infrastructure investments must conform to the enterprise information architecture developed by the Department of Information Technology Services. Spatial data must conform to geographic information system guidelines and standards outlined in that architecture and adopted by the Minnesota Geographic Data Clearinghouse at the Minnesota Geospatial Information Office. A description of these data that adheres to the Department of Information Technology Services geographic metadata standards must be submitted to the Minnesota Geospatial Information Office to be made available online through the clearinghouse and the data must be accessible and free to the public unless made private under chapter 13. To the extent practicable, summary data and results of projects funded with money from the clean water fund should be readily accessible on the Internet and identified as a clean water fund project.

14. Governing Law, Jurisdiction, and Venue.

This Grant Agreement will be construed and enforced under the laws of the State of Minnesota without regard to its conflict of law provisions. The venue for any legal proceedings arising out of this Grant Agreement will be the appropriate state or federal court in Ramsey County, Minnesota.

15. Termination.

The Met Council may cancel this Grant Agreement at any time, with or without cause, upon 30 days' written notice to the Recipient. Upon termination, the Recipient will be entitled to payment for services prequalified and satisfactorily performed before the termination notice.

16. Data Disclosure.

Under Minn. Stat. § 270C.65, subd. 3, and other applicable law, the Recipient consents to disclosure of its federal employer tax identification number, and/or Minnesota tax identification number, already provided to the Met Council, to federal and state tax agencies and Met Council personnel involved in the payment of Met Council obligations. Recipient will require compliance with this Section 16 by Recipient's subrecipient of Grant funds and shall submit evidence of such compliance to Met Council as requested.

17. Notices.

In addition to any notice required under applicable law to be given in another manner, any notices required hereunder must be in writing and must be personally served or sent by email or United States mail, to the Authorized Representative of the party to whom it is directed.

18. Miscellaneous.

18.1 Report to Legislature. As provided in Minn. Stat. § 3.195, the Met Council must submit a report on the expenditure and use of money appropriated under the Clean Water Fund to the legislature by January 15 of each year. The report must detail the outcomes in terms of additional use of Clean Water Fund resources, user satisfaction surveys, and other appropriate outcomes. The Recipient agrees to provide to the Met Council by January 1 of each year a report on any user satisfaction surveys it has related to this Recipient Program, and other appropriate outcomes of the Recipient Program as prescribed in Section 18.3 of this Agreement.

18.2 Supplement. The funds granted under this agreement are to supplement and shall not substitute for traditional sources of funding. Recipient certifies to the Met Council that there was and is no traditional Recipient sources of funding for the Recipient.

18.3 Measurable Outcomes. A Recipient Program or program receiving funding from the Clean Water Fund must meet or exceed the constitutional requirement to protect, enhance, and restore water quality in lakes, rivers and streams and to protect groundwater and drinking water from degradation. A Recipient Program or program receiving funding from the Clean Water Fund must include measurable outcomes, as defined in Minn. Stat. § 3.303, subdivision 10, and a plan for measuring and evaluating the results. A Recipient Program or program must be consistent with current science and incorporate state-of-the-art technology. All information for funded Recipient Program work, including the proposed measurable outcomes, must be made available for publication on the web site required under Minn. Stat. § 3.303, subdivision 10, as soon as practicable and forwarded to the Met Council and the Legislative Coordinating Commission under the provisions of Minn. Stat. § 3.303, subd. 10. The Recipient must compile and submit all information for funded Recipient Programs or programs, including the proposed measurable outcomes and all other items required under Minn. Stat. § 3.303, subdivision 10, to the Met Council and, if requested by the Met Council, the Legislative Coordinating Commission as soon as practicable or by January 15 of the applicable fiscal year, whichever comes first.

18.4 Minn. Stat. § 16B.98. Grants funded by the Clean Water Fund must be implemented according to section 16B.98 and must account for all expenditures.

18.5 Benefit to Minnesota Waters. Money from the Clean Water Fund may only be spent on Recipient Programs that benefit Minnesota waters.

18.6 Website. If the Recipient has information on its website about the equity-focused water efficiency grant pilot program under Minn. Stat. § 114D.50, the Recipient will when practicable in accordance with Minn. Stat. § 114D.50, subd. 4(f) prominently display on the Recipient's website home page the Legacy logo accompanied by the phrase "Click here for more information." When a person clicks on the Legacy logo image, the website must direct the person to a web page that includes both the contact information that a person may use to obtain additional information, as well as a link to the Met Council's and Legislative Coordinating Commission Website required under section 3.303, subdivision 10.

18.7 Future Eligibility. Future eligibility for money from the Clean Water Fund is contingent upon the Recipient satisfying all application requirements related to Met Council's fulfillment of Minn. Stat. § 114D.50 as well as any additional requirements contained in 2021, 1st Special Session, Chapter 1, Article 2, Section 8.

18.8 Prevailing Wages. The Recipient agrees to comply with all of the applicable provisions contained in chapter 177 of the Minnesota Statutes, and specifically those provisions contained in Minn. Stat. §§ 177.41 through 177.50, as they may be amended, modified or replaced from time to time with respect to the Recipient Program. By agreeing to this provision, the Recipient is not acknowledging or agreeing that the cited provisions apply to the Recipient Program.

18.9 Disability Access. Where appropriate, Recipient of clean water funds, in consultation with the Council on Disability and other appropriate governor-appointed disability councils, boards, committees, and commissions, should make progress toward providing greater access to programs, print publications, and digital media for people with disabilities related to the programs the recipient funds using appropriations made in this agreement.

18.10. General Provisions.

(i) Lawsuit. This Grant shall be canceled if a court determines that the appropriation illegally substitutes for a traditional source of funding.

(ii) Termination Due to Lack of Funds. Recipient recognizes that Met Council's obligation to reimburse Recipient for eligible Recipient Program costs is dependent upon Met Council's receipt of funds from the State of Minnesota appropriated to Met Council under 2023 Session Law, Chapter 40, Article 2, Section 8(b). Should the State of Minnesota terminate such appropriation or should such funds become unavailable to Met Council for any reason, Met Council shall, upon written notice to Recipient of termination or unavailability of such funds, have no further obligations for reimbursement or otherwise under this Grant Agreement. In the event of such written notice, Recipient has no further obligation to complete the Recipient Program as required by this Grant Agreement.

18.11. Counterparts and Electronic Signatures. This Grant Agreement may be executed in any number of counterparts, each of which when executed will be deemed to be an original and the counterparts will together constitute one agreement. A copy of this Grant Agreement, including its signature pages, will

be binding and deemed to be an original. Electronic signatures using Adobe Sign or a similar program will be deemed an original signature.

19. Default and Remedies.

19.1 Defaults. The Recipient's failure to fully comply with any of the provisions contained in this Grant Agreement constitute an event of default ("Event of Default").

19.2 Remedies. Upon an event of default, the Met Council may exercise any one or more of the following remedies:

- a. Refrain from disbursing the Grant;
- b. Demand that all or any portion of the Grant already disbursed be repaid to it, and upon such demand the Recipient shall repay such amount to the Met Council; and
- c. Enforce any additional remedies the Met Council may have at law or in equity.

IN WITNESS WHEREOF, the parties have caused this agreement to be executed by their duly authorized representatives.

METROPOLITAN COUNCIL

By: _____
Regional Administrator, successor, or delegate

Date: _____

RECIPIENT:

The Recipient certifies that the appropriate person(s) have executed this agreement on behalf of the Recipient as required by applicable articles, bylaws, resolutions, or ordinances.

By: _____

Printed Name and Title

Date: _____

EXHIBIT A

(Application from community)



2025 – 2026

EQUITY-FOCUSED WATER EFFICIENCY GRANT PILOT PROGRAM

APPLICATION FORM

updated 02 / 12 / 2025

Applicant information:

MUNICIPALITY:	City of Fridley
MUNICIPAL UTILITY:	City of Fridley
MAILING ADDRESS:	7071 University Avenue NE

Primary contact information:

Municipality primary authorized representative (all correspondence regarding the Equity-Focused Water Efficiency Grant Program should be addressed to individual named below):

Name:	Rachel Workin
Title:	Environmental Planner
Street:	7071 University Avenue NE
City, ZIP:	Fridley, 55432
Phone:	763-572-3594
Email:	rachel.workin@fridleymn.gov

Secondary contact information:

Municipality secondary authorized representative:

Name:	Jim Kosluchar
Title:	Director of Public Works
Street:	7071 University Avenue NE
City, ZIP:	Fridley, 55432
Phone:	763-238-8047
Email:	jim.kosluchar@fridleymn.gov

Program design:

Along with this application form, please include a work plan and schedule that details the municipality's strategy for promoting the program, connecting with residents, program administration, and spending down the requested grant amount by 6/30/2026 (assuming an announcement of awards in May 2025 and a completed grant agreement in June 2025).

1. Requested grant amount:

\$15,720

Equity criteria

Municipalities are expected to develop equity-focused criteria to determine participation requirements for residents. This pilot program aims to reach residents in the region for whom the traditional program may be challenging to participate in (due to up-front costs, program requirements for participation, language barriers, awareness of the program, and more).

The Met Council has developed maps, data, and other resources related to prioritizing equity that can be used to inform a municipality's equity criteria:

- [Equity priority areas mapping tool](#)
- Equity Considerations Dataset
 - [Landing page](#)
 - [Interactive tool](#)
 - [GIS data](#) and [user guide](#)
- HousingLink [subsidized housing addresses by city](#)

Municipalities are not required to use the resources provided by the Met Council and can develop criteria based on locally available data or other information.

2. Please explain the criteria that will be used to determine eligibility for participation.

The program will be implemented within the Park Plaza Manufactured Housing Community, which is a resident-owned community served by City water. More information on Park Plaza can be found: <https://metro council.org/News-Events/Housing/Newsletters/Park-Plaza-resident-owned.aspx>. Park Plaza provides an important source of naturally-occurring affordable housing in Fridley and has a high level of resident diversity. The community is fully located in a census tract identified as an equity priority on the Equity Priority Areas mapping tool based on being in an MPCA Environmental Justice Area and Economically Distressed Area. We are proposing that all homes in the community be eligible. It is estimated that 55% of lot rent payers are of Hispanic descent and 40% of the adult population is 55+ according to data from North Country Foundation.

3. How does this proposed program/project prioritize historically disproportionately burdened groups?

Manufactured housing is an important source of naturally-occurring affordable housing and is often a housing choice for residents facing barriers to other housing opportunities. Manufactured home residents often face unique barriers to performing home improvements because contractors do not accept work in these communities. This pervasive issue impacts the ability of residents to obtain needed services such as weatherization, plumbing etc. This issue was mentioned by the co-op board and experienced by staff when trying to get a quote for services to complete this project. Additionally, many members of the Park Plaza community are elderly or do not speak English as a primary language. Studies have shown a correlation between disability and living in a mobile home amongst the elderly adding a barrier to residents installing the toilet themselves: <https://pmc.ncbi.nlm.nih.gov/articles/PMC4770451/>. To address these barriers, City staff propose to use grant funds to hire a one plumber to install the toilets to ensure that 1) the plumber is knowledgeable about plumbing in mobile homes 2) residents can participate regardless of the ability to install a toilet 3) residents do not have to face language barriers when attempting to hire a plumber or apply for a plumbing permit.

4. What data or information informed the development of the equity criteria?

Applications will be open to all community members within the manufactured housing community. This community was selected due to being on city water, willingness of the co-op board to partner on the project, and the need identified by the co-op board.

5. Please estimate the number of residents that will participate in this program:

20

6. Please explain the methodology for calculating the number of participants:

There are approximately 93 occupied homes in Park Plaza. 20 toilets seemed like an obtainable goal based on previous participation in events such as the recycling drop-off and energy audits.

Water savings

7. Please estimate the number of EPA WaterSense labeled toilets that will be installed through this program:

20

8. Municipality's estimated annual water savings from proposed program, in gallons:

260,000

9. Please explain the methodology for calculating estimated annual water savings:

This methodology was based on the estimate provided on the WaterSense website of 13,000 gallons of water per year annually:
<https://19january2017snapshot.epa.gov/www3/watersense/pubs/toilets.html>

Program/Project Logistics

10. Please describe how the municipality plans to communicate information about this program/project to different audiences? Does the municipality have the ability to translate program information into other languages?

Program participation has been reviewed and supported by the co-op board. The co-op board is able to communicate information about the program to residents through the community newsletter and resident meetings. Additionally, the City will be able to develop a flier and translate to Spanish that the board is willing to distribute within the community. The City also utilizes a translation service that can be used when communicating with residents. The co-op board will also spread information by word of mouth which is the most effective way of sharing information in the community. City staff have experience door knocking in manufactured housing communities including the distribution of energy efficiency kits from utility partners to 120 households last year.

11. Will residents be responsible for acquiring and installing EPA WaterSense labeled toilets or will the municipality coordinate purchase and installation?

The co-operative will hire a plumber to be responsible for all aspects of project implementation including obtaining need permits, purchasing toilets, and installation as a singular contract. The City will pay the invoice on the co-op's behalf so that they are not required to have upfront payment. The City has previously implemented this system through its voluntary assessment program for sewer line breaks and hazardous tree removals. The City has found a plumber willing to perform work in manufactured homes that is acceptable to the co-op's board to provide a quote for this project as the basis of the grant budget. No match will be required of the resident or co-op.

Evaluating applications:

Applications will be scored and ranked based on the answers to the questions above as well as the attached work plan and schedule. Proposed programs/projects will be evaluated after the close of the application period. The following topics have been ordered by priority for scoring the application.

1. Equity focus – 15 points

- i. Who is benefitting from the proposed program/project?
- ii. How does this proposed program/project center historically disproportionately burdened groups?
- iii. Is the grant activity area within an equity priority area?

2. Estimated water savings – 15 points

3. Ease of participation for residents – 10 points

- i. Have barriers to participation been reduced?

4. Estimated number of participants – 10 points

5. Ease of implementation of project – 10 points

- i. Does the municipality have a clear plan to spend down the requested award amount by June 30, 2026?

Applications are due by March 28th, 2025

City of Fridley Water Quality Efficiency Grant (Equity Focus)

Workplan/Schedule

June 2025: Signed Grant Agreement

Summer 2025: Development of outreach flier; sign contract with plumber

Fall 2025: Subscribe 20 households to the project (target 1 toilet per household, unless there is insufficient demand and then increase to 2) . The City will promote the program at its annual recycling drop-off event in the community as well as dropoff fliers at each home. The co-op president will also assist City staff with door knocking if needed.

Winter 2025-2026: Install toilets

Budget: \$786 per toilet (project is scalable if needed)

EXHIBIT B



2025 – 2026 EQUITY-FOCUSED WATER EFFICIENCY GRANT PILOT PROGRAM GUIDELINES

updated 02 / 12 / 2025

Overview

The Metropolitan Council (Met Council) has allocated \$400,000 of Clean Water, Land and Legacy Amendment funds to implement an equity-focused water efficiency grant pilot program effective July 1, 2025 to June 30, 2026. This pilot program, which incorporates equity as a requirement for funding, is based on the “traditional” [Water Efficiency Grant Program](#) offered by the Met Council since 2016. Grants of up to \$100,000 will be awarded on a competitive basis to municipalities that are served by a municipal water supply system. Unlike the traditional Water Efficiency Grant Program, there is no requirement for municipalities to contribute a local match, and grant programs will operate at no cost to residents.

Grant Program Goal

The goal of the Equity-Focused Water Efficiency Grant Pilot Program is to support technical and behavioral changes in underserved and disproportionately burdened communities that improve municipal water use efficiency in the seven-county metropolitan area.

Critical points to remember

- \$400,000 is available for this competitive grant program
- The maximum award amount is \$100,000
- **Applications are due March 28, 2025**
- Awards will be announced in May 2025
- Funds must be spent down by June 30, 2026 (municipalities and Met Council will work together to monitor spending and adjust/reallocate funds as needed)
- The applying municipality must be served by a municipal public water supply system
- New construction and new developments are not eligible
- No local match requirement for municipalities
- No cost to resident
- Residents may be property owners or renters responsible for paying their water bill
- Municipalities must develop equity criteria to determine participation requirements for residents
- Funds are for grants only; consulting and city staff time are ineligible
- Toilet replacement must be with a US EPA WaterSense labeled toilet

Centering equity

As the regional policy-making body, planning agency, and provider of essential services for the seven-county Twin Cities metropolitan area, the Met Council has a role in advancing equity. The Twin Cities metropolitan area ranks high among the nation's largest metro areas for overall income, low unemployment, and sustained economic growth, but this region also ranks high for negative outcomes. The Water Equity Policy in the [Imagine 2050 Water Policy Plan](#) includes a commitment to “incorporate environmental justice and water equity considerations into funding and grant applications to address past barriers faced by historically disproportionately burdened groups.”

Guided by Met Council policy, internal assessments of the Water Efficiency Grant Program were conducted to better understand the audience of the program and where shortcomings could be addressed. A need for more equitable outcomes was identified – this pilot program aims to reach residents of the region for whom the traditional program may be challenging to participate in (due to up-front costs, program requirements for participation, language barriers, awareness of the program, and more).

Legislative directive – Minnesota 2023 Session Law

In 2023, the Met Council was awarded a total \$1,500,000 in Minnesota Clean Water, Land and Legacy Amendment funds for fiscal years 2024 and 2025 for water demand reduction grants. Of this award, \$400,000 has been set aside for this pilot program. The remaining \$1,100,000 was allocated to the traditional Water Efficiency Grant Program. The legislative language is below:

\$750,000 the first year and \$750,000 the second year are for the water demand reduction grants to assist municipalities in the metropolitan area with implementing water demand reduction measures to ensure the reliability and protection of drinking water supplies. Fiscal year 2024 appropriations are available until June 30, 2025, and fiscal year 2025 appropriations are available until June 30, 2026.

Eligibility

This grant program is limited to municipalities in the seven-county metropolitan area that operate or are served by a municipal public water supply system. Participating residents must be connected to municipal water. Property owners as well as renters responsible for paying their water bill are eligible to participate.

Any municipality that meets the criteria above may apply for this pilot grant program. Municipalities are expected to develop equity criteria to determine participation requirements for residents. The Met Council will provide maps, data, and other resources to aid municipalities in the development of equity criteria. Municipalities are not required to use the resources provided by the Met Council and can develop criteria based on locally available data or other information. Municipalities' applications will be scored on how well their proposed program prioritizes residents with the most disparities in the region.

Municipalities that apply and are awarded funding must sign a standard Council Grant Agreement before any eligible grants can be submitted for reimbursement. Agreements require that municipalities:

- Entirely pass through grants received
- Verify purchase of devices to receive grants
- Retain records and cooperate with any audits
- Conduct all communications with property owners and ensure all written communications to property owners include both the Clean Water, Land and Legacy Amendment logo, and the Metropolitan Council's logo

- Provide quantitative information for state reporting purposes

Qualified activities

This pilot program will be limited to the replacement of existing toilets with more efficient US EPA WaterSense labeled toilets. Toilet replacement with a US EPA WaterSense labeled toilet:

<https://lookforwatersense.epa.gov/products/Product-Search-Results-Toilets.html>. In the event US EPA WaterSense labeling changes during the course of this pilot program, toilets that have a maximum flush volume of 1.28 gallons per flush (gpf) may be approved by the Council.

Expenses eligible for reimbursement under this grant are the out-of-pocket cost of the device and its installation only, not to include any owner labor costs.

Municipalities may elect to design their toilet replacement program/project in a number of ways:

- Set eligibility criteria for participation and open the program to residents who meet the criteria
- Set eligibility criteria for participation and complete a targeted project by identifying a specific property (or properties) that meet the criteria
- Propose a different program/project approach from those above

To ensure that participating residents do not incur unintended costs for toilet replacement and installation, municipalities may choose to partner with a plumber for toilet removal and replacement. The cost of contracting with a plumber to conduct this grant activity is an eligible expense.

Depending on a municipality's program design, residents may be responsible for toilet removal and replacement. In these cases, a professional plumber hired by the resident to complete removal and replacement is an eligible expense. A resident may also elect to install the toilet independently, however, the resident will not be reimbursed for their labor costs.

Hypothetical approaches

- Municipality purchases batch of toilets, advertises program, and works with a plumber to install in residences where residents meet eligibility criteria and have applied to participate
- Municipality purchases batch of toilets, advertises program, and distributes toilets for individual installation to residents who meet eligibility criteria and have applied to participate
- Municipality identifies specific neighborhoods, multi-family residences, disproportionately burdened communities, etc. that meet eligibility and program criteria and approaches residents about participation
- Municipality requires proof of eligible purchase and installation from resident and reimburses expenses (most similar to traditional Water Efficiency Grant Program, but with 100% of cost covered by Met Council)

Municipalities are welcome to propose program approaches beyond what is listed above.

Application Process

The Equity-Focused Water Efficiency Grant Pilot Program has a competitive application process.

Municipalities must submit the Environmental Services supplied application form by March 28, 2025. No late applications will be accepted. Required information includes:

- the municipality's program design and work plan
- proposed examples of communications to property owners
- requested total grant amount
- estimated annual amount of water saved by the applying municipality

- Application form is available at: <https://metro council.org/Wastewater-Water/Funding-Finance/Available-Funding-Grants.aspx>
- Submit completed application to: henry.mccarthy@metc.state.mn.us
- Metropolitan Council will notify municipalities of grant awards by May 2025

Municipalities can apply for an award of up to \$100,000. In the event that fewer than four municipalities apply by March 28, 2025, award amounts may be adjusted to be greater than \$100,000. Grant applications will be reviewed, scored, and ranked by Met Council staff using the following criteria.

Proposal Selection Criteria and Scoring

- *Qualitative questions that will be evaluated in the application include:*
 - How does the proposed program/project prioritize residents who may experience barriers to participation in the traditional Water Efficiency Grant Program?
 - What are the equity criteria for this program/project, how were they developed, and who is benefitted by them?
 - What is the program/project design and how will it operate?
 - How will the municipality communicate information about this program/project to the relevant audiences?
- *Quantitative questions that will be evaluated in the application include:*
 - How many people (estimate) will benefit from this program/project?
 - How much water (estimate) will be saved by this program/project?

High-scoring applications will provide a completed form and detailed work plan that provide well-reasoned estimates to quantitative questions and clearly explained answers to qualitative questions.

For detailed application requirements and scoring prioritization, see the application form.

Funding process and reporting requirements

- Utilizing forms provided by Met Council, the following information must be reported on a quarterly basis:
 - Number, type, and amount of funds provided to property owners, along with each property address
 - Estimated annual gallons of water saved per device installation
 - Number of unmet funding requests from property owners, if any
- Upon review and confirmation of the above information, Met Council will process a grant payment in the amount of 100% of approved total expenses for the reporting period.
- Met Council will provide confirmation of grant balances available upon request and reserves the right to amend grant agreements, in collaboration with grantee municipality, if quarterly reporting indicates rebate or grant programs will not fully utilize grant awards within the grant period.

Determining Estimated Water Savings

Some manufacturers include annual water savings estimates in their device descriptions or specifications. In cases where estimated annual water savings are not provided or can't be found for a specific device model, the WaterSense website has information on estimated water savings.

- Toilet: <https://www.epa.gov/watersense/residential-toilets>

EXHIBIT C Revision #

METROPOLITAN COUNCIL ENVIRONMENTAL SERVICES

2025-2026 CLEAN WATER FUND EQUITY-FOCUSED WATER EFFICIENCY GRANT PILOT PROGRAM GRANT AMENDMENT FORM

NOTICE TO RECIPIENT: Submission of this form is required to modify the Maximum Grant Amount in your Grant Agreement with Metropolitan Council 2025-2026 Clean Water Fund Equity-Focused Water Efficiency Grant Pilot Program (Grant Program).

After determination of your city's Maximum Grant Amount, completion and submission of this form is necessary when 1) you are requesting additional grant funds to meet unexpected rebate or grant demand, or 2) when your city has determined that the previously approved program's rebate or grant demand will not be met, requiring less grant funds than anticipated when the agreement was signed.

The process for modifying your Grant Agreement is as follows:

1. Your city's authorized representative submits one signed copy of Exhibit C to the Met Council, with any additional information requested by Met Council.
2. Upon receipt and any Met Council approval of signed Exhibit C, the Met Council's authorized representative will obtain Met Council authorized signatures returns a fully executed copy of Exhibit C indicating the new Maximum Grant Amount to City's designated authorized representative.

Instructions: Indicate the date of your change request in #1 box. Indicate the number of this particular change request in #2 box (and in box at top of page – must match). Enter the current grant agreement amount (as MCES approved) in #3 box. If you wish to increase your municipality's grant amount, enter the amount you are requesting in #4 box. If you wish to decrease your grant amount due to less demand than anticipated, enter the amount in #5 box. Enter in #6 box the amount derived from adding #3 to #4 or derived from subtracting #5 from #3.

Grant Agreement #

1. Date of change request:

2. Change request number:

3. Current Grant Agreement Amount (as MCES approved):

4. Increase due to request for additional funding:

5. Decrease due to less demand:

6. Amended Maximum Grant Agreement Amount requested:

CITY NAME: _____

CITY AUTHORIZED REPRESENTATIVE (signature and date):

METROPOLITAN COUNCIL PROGRAM ADMINISTRATOR APPROVAL (signature and date):

METROPOLITAN COUNCIL AUTHORIZED SIGNATURE AND DATE

Questions may be directed to the Met Council Authorized Representative:



AGENDA REPORT

Meeting Date: June 23, 2025

Meeting Type: City Council

Submitted By: Korrie Johnson, Assistant Finance Director

Title

Resolution No. 2025-79, Approving Gifts, Donations and Sponsorships Received Between May 17, 2025, and June 13, 2025

Background

Each month, the City of Fridley (City) receives various donations and gifts to support City operations, programs and projects. Pursuant to Minnesota Statute § 465.03, the City may accept these donations and gifts for the benefit of residents. For specific donations or gifts, the donor may prescribe certain requirements, such as for a specific activity or department.

Consistent with the abovementioned statute, staff prepared Schedule No. 1 (Exhibit A), which outlines the various donations, gifts and/or sponsorships received by the City between May 17, 2025, and June 13, 2025. To accept the same, the Council must adopt the attached resolution by a two-third majority vote.

Lastly, for each donation, gift or sponsorship, staff ensure it meets an identified need, does not create a quid-pro-quo or long-term maintenance obligation, and the donor received an acknowledgment of their gift through a letter or publication.

Financial Impact

Every donation benefits the City of Fridley's finances.

Recommendation

Staff recommend the approval of Resolution No. 2025-61, Approving Gifts, Donations and Sponsorships Received Between May 17, 2025, and June 13, 2025.

Focus on Fridley Strategic Alignment

☐ Vibrant Neighborhoods & Places	☐ Community Identity & Relationship Building
☒ Financial Stability & Commercial Prosperity	☐ Public Safety & Environmental Stewardship
☐ Organizational Excellence	

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.

Attachments and Other Resources

- Resolution No. 2025-79
- Exhibit A: Schedule No. 1

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.

Resolution No. 2025-79**Approving Gifts, Donations and Sponsorships for the City of Fridley**

Whereas, throughout the year the City of Fridley (City) receives various gifts and donations; and

Whereas, the City is sincerely grateful for the support it receives from an array of organizations and individuals; and

Whereas, without this support, the continuation of different events or programs would be difficult to sustain; and

Whereas, the attached schedule (Exhibit A) lists all of the donations and gifts received by various City departments between May 17, 2025, and June 13, 2025; and

Whereas, all of the items listed on the attached schedule (Exhibit A) are required to be accepted by the City Council by a two-thirds majority vote; and

Whereas, all items have been determined to be donated free of any quid-pro-quo expectation by the donor.

Now, therefore be it resolved, that the City Council of the City of Fridley hereby approves and accepts the various donations, gifts and sponsorships made between May 17, 2025, and June 13, 2025.

Passed and adopted by the City Council of the City of Fridley this 23rd day of June 2025.

Dave Ostwald – Mayor

Attest:

Melissa Moore – City Clerk

Gifts, Donations, and Sponsorships - City of Fridley

Schedule No. 1

Date Received	Department or Division	Program	Donor Name, if not anonymous	Amount/ Value	Fund
11/19/24	Public Safety - Police	General Donation from Friendly Chevrolet	Friendly Chevrolet	\$500.00	101
12/06/24	SNC	Donation Box Contents	Various	\$108.00	270
12/31/24	SNC	Donation-Rec'd 2/20/2025 JE back to 2024	Rasmussen NE Bank	\$250.00	270
01/02/25	Parks and Recreation	Donation for Winterfest 2025	Fridley Lions Club	\$1,000.00	101
01/02/25	Public Safety - Police	Donation for 2025 Night to Unite	MINCO	\$1,000.00	101
01/17/25	SNC	Donation Box Contents	Various	\$154.00	270
02/05/25	SNC	Donation Box Contents	Various	\$70.00	270
02/05/25	SNC	Donation Box Contents	Marvin Kolling	\$35.00	270
03/05/25	SNC	Donation Box Contents	Various	\$212.00	270
03/17/25	Community Development	Seed Packets for Seed Swap/Environmental Fun Fair	Minnesota Native Landscapes	\$100.00	512
03/26/25	Public Safety - Police	Safety Camp Donation	Fridley Lions Club	\$1,500.00	101
03/21/25	SNC	Donation Box Contents	Various	\$128.00	270
04/10/25	SNC	Donation Box Contents	Various	\$151.00	270
04/25/25	SNC	Donation Box Contents	Various	\$412.00	270
05/08/25	Community Development	Compost for Orgnaics Recycling Participants	SMSC Organics Recycling Facility	\$200.00	237
05/16/25	SNC	SNC Donation	National SOC Daughter Conservation	\$100.00	270
05/16/25	SNC	Donation Box Contents	Various	\$110.00	270
05/28/25	Public Safety - Police	General Donation from Fridley Lions Club	Fridley Lions Club	\$500.00	101
05/31/25	Public Safety - Police	Shop with a Cop	Walmart	\$4,500.00	101
06/13/25	SNC	Donation Box Contents	Various	\$117.00	270
Report to Date Total				\$11,147.00	



AGENDA REPORT

Meeting Date: June 23, 2025

Meeting Type: City Council

Submitted By: Jim Kosluchar, Director of Public Works

Title

Resolution No. 2025-81, Indicating Support for the University of Minnesota Center for Transportation Studies Safe Streets for Minnesota Communities Grant Application

Background

In Minnesota, Safe Streets for All (SS4A) town, city, and tribe grantees, including the City of Fridley (City), are in various stages of developing and adopting action plans and implementing infrastructure projects that address roadway safety. These communities have not collaborated to share experiences and opportunities. The University of Minnesota Center for Transportation Studies (CTS) has suggested that convening a peer group of cities addressing roadway safety will lead to increased knowledge development statewide and will amplify the impact of SS4A across a wide geographic area. A cohort approach such as this will amplify the engagement and collaboration encouraged by earlier SS4A grants. It will inform improvements to the action plans of multiple existing grantees and provide evidence-based interventions to those communities formulating their action plans. Further, there is greater opportunity to focus on leveraging technology to solve problems which has not yet been a significant focus on any of the awarded work.

CTS has proposed a grant application on behalf of Minnesota local governments, which will be used to augment current efforts by adding a technology component to Minnesota's previous recipients, including the City, ultimately creating a roadmap for technology deployment customized to small, medium and large communities. The purpose of the grant would be to coordinate collaboration of Minnesota's existing SS4A communities for additional discussion, working together on unique issues to identify where technology can be transformative, and making recommendations for each community on how best to leverage technology based on their unique issues. The grant would also potentially include conducting demonstration activities in up to three communities where specific technologies would be tested.

The Center for Transportation Studies will convene Minnesota SS4A recipients to promote collaborative shared learning statewide, to identify shared safety challenges across the jurisdictions, and to incorporate technological solutions to prevent death and serious injury on Minnesota roadways. Convening statewide recipients supports the goals of improving safety over a wide geographic area and ensures equitable investment in the safety needs of underserved communities which includes both underserved urban and rural communities. It also deepens the engagement and collaborative nature of the SS4A grants by connecting recipient jurisdictions for further peer learning and plan improvements.

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.

In addition to supporting the jurisdictions within the cohort through toolkits and demonstration results, the work of this program will be used to inform future research by CTS. It will also inform state policy through interfacing with bodies such as the Governor's Advisory Council on Connected and Automated Vehicles and the Advisory Council on Traffic Safety, of which CTS is an integral member. Finally, this work will be used to support and inform future SS4A communities and safety interventions funded through other federal and state funding opportunities.

The attached resolution formalizes support by the City of Fridley for such an application, which is planned to be made by CTS by the grant deadline of June 26.

Financial Impact

The grant requires no match from supporters, rather some staff time in collaborating with CTS and other cohort local government units.

Recommendation

Staff recommend the approval of Resolution No. 2025-81, Indicating Support for the University of Minnesota Center for Transportation Studies Safe Streets for Minnesota Communities Grant Application

Focus on Fridley Strategic Alignment

☒ Vibrant Neighborhoods & Places	☐ Community Identity & Relationship Building
☐ Financial Stability & Commercial Prosperity	☒ Public Safety & Environmental Stewardship
☐ Organizational Excellence	

Attachments and Other Resources

- Resolution No. 2025-81

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.

Resolution No. 2025-81**Indicating Support for the University of Minnesota Center for Transportation Studies Safe Streets for Minnesota Communities Grant Application**

Whereas, the City of Fridley (City) has been awarded a planning grant to develop a roadway safety plan through the Safe Streets for All (SS4A) program; and

Whereas, Safe Streets for All (SS4A) town, city, and tribe grantees, including the City of Fridley, are in various stages of developing and adopting action plans and implementing infrastructure projects that address roadway safety. These communities have not collaborated to share experiences and opportunities. The University of Minnesota Center for Transportation Studies (CTS) has suggested that convening a peer group of cities addressing roadway safety will lead to increased knowledge development statewide and will amplify the impact of SS4A across a wide geographic area. A cohort approach such as this will amplify the engagement and collaboration encouraged by earlier SS4A grants. It will inform improvements to the action plans of multiple existing grantees and provide evidence-based interventions to those communities formulating their action plans. Further, there is greater opportunity to focus on leveraging technology to solve problems which has not yet been a significant focus on any of the awarded work; and

Whereas, other cities, townships, and tribes in Minnesota are in various stages of developing and adopting action plans and implementing infrastructure projects that address roadway safety; and

Whereas, these communities have not collaborated to share experiences and opportunities and gain benefits from this collaboration resulting in a superior action plan implementing methods and technologies that may not be apparent to a single agency; and

Whereas, the University of Minnesota Center for Transportation Studies (CTS) has proposed to apply for funding through the SS4A program to facilitate this collaboration and technology transfer between agencies; and

Whereas CTS has indicated that they would provide match funding for this project, and agencies would provide a nominal amount of staff time match to participate in the project; and

Whereas, CTS has requested support from agencies that would potentially participate in the project; and

Whereas, the City of Fridley sees a clear benefit in its roadway safety outcomes through this project.

Now, therefore be it resolved, that the City of Fridley does hereby indicate its support for the aforementioned grant, and City staff are authorized to participate in the project in order that all participating agencies may benefit.

Passed and adopted by the City Council of the City of Fridley this 23rd day of June, 2025

Dave Ostwald – Mayor

Attest:

Melissa Moore – City Clerk

DRAFT

Title:	Safe Streets for Minnesota Communities – Statewide Convening and an Innovation and Technology Roadmap
Grant Amount:	\$2,400,000
Match Requirement:	\$400,000
Summary Purpose:	The Center for Transportation Studies will convene Minnesota SS4A recipients to promote collaborative shared learning statewide, to identify shared safety challenges across the jurisdictions, and to incorporate technological solutions to prevent death and serious injury on Minnesota roadways. Convening statewide recipients supports the goals of improving safety over a wide geographic area and ensures equitable investment in the safety needs of underserved communities which includes both underserved urban and rural communities. It also deepens the engagement and collaborative nature of the SS4A grants by connecting recipient jurisdictions for further peer learning and plan improvements. In addition to support the jurisdictions within the cohort through toolkits and demonstration results, the work of this program will be used to inform future research by CTS. It will also inform state policy through interfacing with bodies such as the Governor’s Advisory Council on Connected and Automated Vehicles and the Advisory Council on Traffic Safety, of which CTS is an integral member. Finally, this work will be used to support and inform future SS4A communities and safety interventions funded through other federal and state funding opportunities.
Discussion:	Minnesota’s Safe Streets for All Towns, Cities, and Tribes are in various stages of developing and adopting action plans and implementing infrastructure projects that address roadway safety. These communities have not convened to share experiences and opportunities. Convening a peer

group of cities addressing roadway safety will lead to increased knowledge development statewide and will amplify the impact of SS4A across a wide geographic area. This cohort approach will amplify the engagement and collaboration encouraged by earlier SS4A grants. It will inform improvements to the action plans of multiple existing grantees and provide evidence-based interventions to those communities formulating their action plans. Further, there is a need for additional focus on leveraging technology to solve problems has not yet been a significant focus on any of the awarded work. This grant will be used to augment current efforts by adding a technology component to Minnesota's previous recipients, ultimately creating a roadmap for technology deployment customized to small, medium and large communities. UMN researchers and CTS will help to create two sets of inputs for plan revision and updates. First, where there is shared challenge and settled countermeasure ideas using technology, UMN will create toolkits that will allow jurisdictions to easily plug in solutions. Second, in consultation with jurisdictional partners, CTS and UMN researchers will undertake between 3-5 demonstration projects to explore the feasibility of their application on a permanent basis in applicable contexts throughout the participating jurisdictions.

UMN researchers have a depth of expertise in transportation safety technologies and interventions. This includes a range of experiences with connectivity and remote-operation, traffic modeling, sensor and cellular technology, human factors analysis and simulation, and many other fields. These researchers will participate throughout the cohort process to inform the development of toolkits that address issues raised by jurisdictions. They will also work alongside jurisdictions to shape demonstrations.

Real world results through demonstration will inform local, regional and state policy. Demonstrations will be targeted for execution in year 2 and 3 of the grant. Deployment of technology will follow a rigorous process to install, test, and evaluate. A minimum timeframe for deployment is

anticipated to be between three and six months, with attendant pre-, mid-, and post-demonstration data collection led by UMN researchers and the local partner.

Demonstration partners from private industry will be recruited to participate in relevant areas and help shape and supply the demonstrations. CTS and the local jurisdictions will decide upon demonstration focus areas. UMN CTS will lead data collection and evaluation, sharing results with both the demonstration jurisdiction and broader cohort members. Demonstrations will wrap up six months before the end of the grant in order to enable the finalization of results and final sharing of outcomes with multijurisdictional partners. Results of demonstration will help communities refine ongoing and completed action plans,

Format:

\$1,000,000 for Supplemental Planning including convening, discussion, connection with current research, survey of available and emerging technologies to address safety, development of customized approaches and toolkits to the needs of communities.

\$1,400,000 for Demonstration including the selection of three to five demonstration SS4A communities representing small, medium and large communities. Demonstration will include the installation of a selected technology, in partnership with researchers and private sector engagement, for a three to six-month installation/test including establishing metrics and evaluation, and reporting results. Extensive stakeholder engagement will surround each partner working together with public and private sector partners.

Demonstration Examples

Examples of potential demonstrations include:

- V2X and signal communications to improve safety at intersections, “near-miss” tracking across modes, including freight and individual travelers.
- Adaptive speed control signs and monitoring to address real-time conditions. E.g. traffic, detours, crashes, construction, or extreme weather.
- Rural access to opportunities

- EMS service and post-crash care improvements
- Minimizing conflicts between goods movement and vulnerable road users on Minnesota's vital freight network.



AGENDA REPORT

Meeting Date: June 23, 2025

Meeting Type: City Council

Submitted By: Beth Kondrick, Deputy City Clerk

Title

Resolution No. 2025-76, Approving Temporary Intoxicating Liquor Permit and Temporary Lawful Gambling Permit for Springbrook Foundation Autumn Sampler to be Held September 26, 2025

Background

Pursuant to sections of the Fridley City Code (Code), certain business licensing activities require approval of the Fridley City Council (Council), including Temporary Intoxicating Liquor licenses and Temporary Lawful Gambling Permits.

The City received an application from Kimberly Tillberry for a Temporary Intoxicating Liquor Permit and Temporary Lawful Gambling Permit for the Springbrook Foundation's Autumn Sampler Event to be held on September 26, 2025.

Staff have performed the required verification steps spelled out in Chapter 603 (Intoxicating Liquor) and Chapter 30 (Lawful Gambling). Upon approval of the Council, the City permits, and associated certifications will be forwarded to the State for issuance of the Temporary Intoxicating Liquor permit and Temporary Lawful Gambling Permits.

Financial Impact

All revenues for similar licenses were anticipated as part of the 2025 Budget.

Recommendation

Staff recommend the approval of Resolution No. 2025-76 Approving Temporary Intoxicating Liquor Permit and Temporary Lawful Gambling Permit for Springbrook Foundation Autumn Sampler to be Held September 26, 2025.

Focus on Fridley Strategic Alignment

☐ Vibrant Neighborhoods & Places	☒	Community Identity & Relationship Building
☐ Financial Stability & Commercial Prosperity	☒	Public Safety & Environmental Stewardship
☐ Organizational Excellence		

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.

Attachments

- Resolution No. 2025-76

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.

Resolution No. 2025-76

Approving Temporary Intoxicating Liquor Permit and Temporary Lawful Gambling Permit for Springbrook Foundation Autumn Sampler to be Held September 26, 2025

Whereas, the Fridley City Code (Code) and various sections of Minnesota Statute (M.S.) direct licensing requirements for certain business activities within the City of Fridley (City); and

Whereas, pursuant to Section 603 of Code, the City Council shall approve liquor licenses and permits; and

Whereas, pursuant to Section 30 of Code, the City Council shall approve lawful gambling permits; and

Whereas, a Temporary Intoxicating Liquor permit application and Temporary Lawful Gambling permit application was submitted by Kimberly Tillberry of the Springbrook Foundation for the Autumn Sampler event on September 26, 2025; and

Whereas, applicable City staff have reviewed the applications and conditions of the City's permits; and

Whereas, applicable City staff recommend the approval of the following permits by the City Council.

Now, therefore be it resolved, that the City Council of the City of Fridley hereby approves the Temporary Permit for Intoxicating Liquor and Temporary Lawful Gambling Permit to be issued to Kimberly Tillberry for the Springbrook Autumn Sampler to be held September 26, 2025.

Passed and adopted by the City Council of the City of Fridley this 23rd day of June, 2025.

Dave Ostwald – Mayor

Attest:

Melissa Moore – City Clerk



AGENDA REPORT

Meeting Date: June 23, 2025

Meeting Type: City Council

Submitted By: Beth Kondrick, Deputy City Clerk

Title

Resolution No. 2025-80, Approving Temporary Lawful Gambling Permit for Fridley Historical Society Fundraising Event to be Held October 4, 2025

Background

Pursuant to sections of the Fridley City Code (Code), certain business licensing activities require approval of the Fridley City Council (Council), including Temporary Lawful Gambling Permits.

The City received an application from Mary Sue Meyers for a Temporary Lawful Gambling Permit for the Fridley Historical Society for a fundraising event to be held on October 4, 2025.

Staff have performed the required verification steps spelled out in Chapter 30 (Lawful Gambling). Upon approval of the Council, the City permit, and associated certifications will be forwarded to the State for issuance of the Temporary Lawful Gambling Permits.

Financial Impact

All revenues for similar licenses were anticipated as part of the 2025 Budget.

Recommendation

Staff recommend the approval of Resolution No. 2025-80, Approving Temporary Lawful Gambling Permit for Fridley Historical Society Fundraising Event to be Held October 4, 2025.

Focus on Fridley Strategic Alignment

☐ Vibrant Neighborhoods & Places	☒ Community Identity & Relationship Building
☐ Financial Stability & Commercial Prosperity	☒ Public Safety & Environmental Stewardship
☐ Organizational Excellence	

Attachments

- Resolution No. 2025-80

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.

Resolution No. 2025-80

**Approving Temporary Lawful Gambling Permit for Fridley Historical Society
Fundraising Event to be Held October 4, 2025**

Whereas, the Fridley City Code (Code) and various sections of Minnesota Statute (M.S.) direct licensing requirements for certain business activities within the City of Fridley (City); and

Whereas, pursuant to Section 30 of Code, the City Council shall approve lawful gambling permits; and

Whereas, a Temporary Lawful Gambling permit application was submitted by Mary Sue Meyers of the Fridley Historical Society for a fundraising event on October 4, 2025; and

Whereas, applicable City staff have reviewed the applications and conditions of the City's permits; and

Whereas, applicable City staff recommend the approval of the following permits by the City Council.

Now, therefore be it resolved, that the City Council of the City of Fridley hereby approves the Temporary Lawful Gambling Permit to be issued to Mary Sue Meyers for the Fridley Historical Society Fundraising Event to be Held October 4, 2025.

Passed and adopted by the City Council of the City of Fridley this 23rd day of June, 2025.

Dave Ostwald – Mayor

Attest:

Melissa Moore – City Clerk



AGENDA REPORT

Meeting Date: June 23, 2025

Meeting Type: City Council

Submitted By: Anna Smieja, Accounting Technician, Accounts Payable

Title

Resolution No. 2025-78, Approving Claims for the Period Ending June 18, 2025

Background

Attached is Resolution No. 2025-78 and the claims report for the period ending June 18, 2025.

Financial Impact

Included in the budget.

Recommendation

Staff recommend the approval of Resolution No. 2025-78, Approving Claims for the Period Ending June 18, 2025.

Focus on Fridley Strategic Alignment

☐ Vibrant Neighborhoods & Places	☐ Community Identity & Relationship Building
☒ Financial Stability & Commercial Prosperity	☐ Public Safety & Environmental Stewardship
☐ Organizational Excellence	

Attachments and Other Resources

- Resolution No. 2025-78, Approving Claims for the Period Ending June 18, 2025
- City Council Claims Report

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.

Resolution No. 2025-78**Approving Claims for the Period Ending June 18, 2025**

Whereas, Minnesota Statute § 412.271 generally requires the City Council to review and approve claims for goods and services prior to the release of payment; and

Whereas, a list of such claims for the period ending June 18, 2025, was reviewed by the City Council.

Now, therefore be it resolved, that the City Council of the City of Fridley hereby approves the payment of the claims as presented.

Passed and adopted by the City Council of the City of Fridley this 23rd day of June, 2025.

Dave Ostwald - Mayor

Attest:

Melissa Moore – City Clerk



City of Fridley, MN

Bank Transaction Report

Transaction Detail

Issued Date Range: 06/05/2025 - 06/18/2025

Cleared Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
Bank Draft							
06/06/2025		DFT0005627	EMPOWER RETIREMENT (for MN/MSRS)	Accounts Payable	Outstanding	Bank Draft	\$ (996.15)
06/06/2025		DFT0005628	EMPOWER RETIREMENT (for MN/MSRS)	Accounts Payable	Outstanding	Bank Draft	\$ (3,383.90)
06/06/2025		DFT0005629	CITY OF FRIDLEY-MISSION SQUARE-457 Def.Comp	Accounts Payable	Outstanding	Bank Draft	\$ (23,003.26)
06/06/2025		DFT0005630	CITY OF FRIDLEY-MISSION SQUARE-457 Def.Comp	Accounts Payable	Outstanding	Bank Draft	\$ (4,328.72)
06/06/2025		DFT0005632	CITY OF FRIDLEY-MISSION SQUARE RHS Retiree Health Se	Accounts Payable	Outstanding	Bank Draft	\$ (397.20)
06/06/2025		DFT0005634	OPTUM BANK (HSA)	Accounts Payable	Outstanding	Bank Draft	\$ (5,167.39)
06/06/2025		DFT0005635	OPTUM BANK (HSA)	Accounts Payable	Outstanding	Bank Draft	\$ (2,910.66)
06/06/2025		DFT0005636	PERA - PUBLIC EMPLOYEES	Accounts Payable	Outstanding	Bank Draft	\$ (47,996.07)
06/06/2025		DFT0005637	PERA - PUBLIC EMPLOYEES	Accounts Payable	Outstanding	Bank Draft	\$ (164.46)
06/06/2025		DFT0005638	PERA - PUBLIC EMPLOYEES	Accounts Payable	Outstanding	Bank Draft	\$ (73,719.45)
06/06/2025		DFT0005639	CITY OF FRIDLEY-MISSION SQUARE RHS Retiree Health Se	Accounts Payable	Outstanding	Bank Draft	\$ (150.00)
06/06/2025		DFT0005640	CITY OF FRIDLEY-MISSION SQUARE RHS Retiree Health Se	Accounts Payable	Outstanding	Bank Draft	\$ (2,475.00)
06/06/2025		DFT0005641	CITY OF FRIDLEY-MISSION SQUARE RHS Retiree Health Se	Accounts Payable	Outstanding	Bank Draft	\$ (600.00)
06/06/2025		DFT0005642	CITY OF FRIDLEY-MISSION SQUARE Roth IRA	Accounts Payable	Outstanding	Bank Draft	\$ (6,872.57)
06/06/2025		DFT0005643	BENEFIT RESOURCE LLC - BPA/VEBA	Accounts Payable	Outstanding	Bank Draft	\$ (800.00)
06/06/2025		DFT0005644	INTERNAL REVENUE SERVICE - PAYROLL TAXES	Accounts Payable	Outstanding	Bank Draft	\$ (51,628.40)
06/06/2025		DFT0005645	INTERNAL REVENUE SERVICE - PAYROLL TAXES	Accounts Payable	Outstanding	Bank Draft	\$ (19,222.24)
06/06/2025		DFT0005646	MINN DEPT OF REVENUE - PAYROLL TAX	Accounts Payable	Outstanding	Bank Draft	\$ (29,428.06)
06/06/2025		DFT0005647	INTERNAL REVENUE SERVICE - PAYROLL TAXES	Accounts Payable	Outstanding	Bank Draft	\$ (67,024.53)
Bank Draft Total: (19)							\$ (340,268.06)
Check							
06/06/2025			LAW ENFORCEMENT LABOR SERVICES	Accounts Payable	Outstanding	Check	\$ (3,088.96)
06/06/2025			LEGALSHIELD	Accounts Payable	Outstanding	Check	\$ (463.65)
06/06/2025			MINN CHILD SUPPORT PAYMENT CENTER	Accounts Payable	Outstanding	Check	\$ (327.27)
06/06/2025			NCBERS MINNESOTA-478000	Accounts Payable	Outstanding	Check	\$ (624.00)
06/10/2025			56 BREWING LLC	Accounts Payable	Outstanding	Check	\$ (325.00)
06/10/2025			AM CRAFT SPIRITS SALES	Accounts Payable	Outstanding	Check	\$ (202.28)
06/10/2025			AMERICAN BOTTLING COMPANY	Accounts Payable	Outstanding	Check	\$ (492.00)
06/10/2025			ARTISAN BEER COMPANY	Accounts Payable	Outstanding	Check	\$ (12,709.72)
06/10/2025			BELLBOY CORPORATION	Accounts Payable	Outstanding	Check	\$ (4,232.00)
06/10/2025			BOURGET IMPORTS	Accounts Payable	Outstanding	Check	\$ (334.00)
06/10/2025			BREAKTHRU BEVERAGE BEER LLC	Accounts Payable	Outstanding	Check	\$ (140,817.01)
06/10/2025			BREAKTHRU BEVERAGE WINE & SPIRITS	Accounts Payable	Outstanding	Check	\$ (20,687.01)
06/10/2025			CAPITOL BEVERAGE SALES	Accounts Payable	Outstanding	Check	\$ (72,711.31)

Issued Date	Cleared Date	Description	Module	Status	Type	Amount
06/10/2025		CLEAR RIVER BEVERAGE	Accounts Payable	Outstanding	Check	\$ (2,307.06)
06/10/2025		COCA-COLA DISTRIBUTION	Accounts Payable	Outstanding	Check	\$ (1,000.00)
06/10/2025		FALLING KNIFE BREWING COMPANY	Accounts Payable	Outstanding	Check	\$ (460.00)
06/10/2025		GLOBAL RESERVE LLC/GRD	Accounts Payable	Outstanding	Check	\$ (788.00)
06/10/2025		HAMMERHEART BREWING LLC	Accounts Payable	Outstanding	Check	\$ (844.00)
06/10/2025		HOHENSTEINS INC	Accounts Payable	Outstanding	Check	\$ (12,011.30)
06/10/2025		INBOUND BREWCO	Accounts Payable	Outstanding	Check	\$ (329.00)
06/10/2025		INSIGHT BREWING COMPANY	Accounts Payable	Outstanding	Check	\$ (644.63)
06/10/2025		JOHNSON BROTHERS LIQUOR	Accounts Payable	Outstanding	Check	\$ (85,524.72)
06/10/2025		LIBATION PROJECT	Accounts Payable	Outstanding	Check	\$ (753.78)
06/10/2025		MATTSON ICE	Accounts Payable	Outstanding	Check	\$ (1,332.70)
06/10/2025		MAVERICK WINE COMPANY	Accounts Payable	Outstanding	Check	\$ (414.00)
06/10/2025		MEGA BEER LLC	Accounts Payable	Outstanding	Check	\$ (1,105.25)
06/10/2025		MODIST BREWING CO LLC	Accounts Payable	Outstanding	Check	\$ (853.75)
06/10/2025		MOOSE LAKE BREWING COMPANY	Accounts Payable	Outstanding	Check	\$ (162.00)
06/10/2025		NOTHING BUT HEMP LLC DBA EMERALD ELEMENTS	Accounts Payable	Outstanding	Check	\$ (2,345.00)
06/10/2025		OLD WORLD BEER	Accounts Payable	Outstanding	Check	\$ (361.00)
06/10/2025		PAUSTIS WINE COMPANY	Accounts Payable	Outstanding	Check	\$ (1,807.50)
06/10/2025		PEPSI BEVERAGES CO	Accounts Payable	Outstanding	Check	\$ (497.20)
06/10/2025		PHILLIPS WINE & SPIRITS	Accounts Payable	Outstanding	Check	\$ (22,399.79)
06/10/2025		PRYES BREWING	Accounts Payable	Outstanding	Check	\$ (865.42)
06/10/2025		QUALITY REFRIGERATION SERVICE	Accounts Payable	Outstanding	Check	\$ (396.46)
06/10/2025		RED BULL DISTRIBUTION	Accounts Payable	Outstanding	Check	\$ (237.05)
06/10/2025		SMALL LOT MN	Accounts Payable	Outstanding	Check	\$ (189.00)
06/10/2025		SOUTHERN WINE / SOUTHERN GLAZERS	Accounts Payable	Outstanding	Check	\$ (32,329.97)
06/10/2025		TRADITION WINE & SPIRIT	Accounts Payable	Outstanding	Check	\$ (1,455.50)
06/10/2025		UNMAPPED BREWING CO	Accounts Payable	Outstanding	Check	\$ (180.00)
06/10/2025		URBAN GROWLER BREWING COMPANY LLC	Accounts Payable	Outstanding	Check	\$ (588.50)
06/10/2025		VENN BREWING COMPANY LLC	Accounts Payable	Outstanding	Check	\$ (407.00)
06/10/2025		VINOCOPIA INC	Accounts Payable	Outstanding	Check	\$ (1,561.50)
06/10/2025		WINEBOW	Accounts Payable	Outstanding	Check	\$ (1,412.00)
06/10/2025		Z WINES USA	Accounts Payable	Outstanding	Check	\$ (295.50)
06/11/2025		ALEX AIR APPARATUS 2 LLC	Accounts Payable	Outstanding	Check	\$ (300.58)
06/11/2025		ANOKA IND GRAIN & FEED DEALERS	Accounts Payable	Outstanding	Check	\$ (132.26)
06/11/2025		ASPEN MILLS INC	Accounts Payable	Outstanding	Check	\$ (903.84)
06/11/2025		BENEFIT RESOURCE LLC - BPA/VEBA	Accounts Payable	Outstanding	Check	\$ (717.00)
06/11/2025		BRAUN INTERTEC CORPORATION	Accounts Payable	Outstanding	Check	\$ (755.50)
06/11/2025		BRYAN ROCK PRODUCTS INC	Accounts Payable	Outstanding	Check	\$ (2,263.87)
06/11/2025		CENTRAL RENTAL CO	Accounts Payable	Outstanding	Check	\$ (316.40)
06/11/2025		CENTURY LINK	Accounts Payable	Outstanding	Check	\$ (2,110.34)
06/11/2025		CERES ENVIRONMENTAL INC	Accounts Payable	Outstanding	Check	\$ (130.00)
06/11/2025		CMT JANITORIAL SERVICES	Accounts Payable	Outstanding	Check	\$ (2,499.00)
06/11/2025		CORE & MAIN LP	Accounts Payable	Outstanding	Check	\$ (3,800.00)

Issued Date	Cleared Date	Description	Module	Status	Type	Amount
06/11/2025		COSTAR REALTY INFORMATION	Accounts Payable	Outstanding	Check	\$ (469.57)
06/11/2025		ENTERPRISE FM TRUST	Accounts Payable	Outstanding	Check	\$ (42,536.64)
06/11/2025		ERICKSON ENGINEERING	Accounts Payable	Outstanding	Check	\$ (1,784.16)
06/11/2025		FLEET PRIDE TRUCK & TRAILER PARTS	Accounts Payable	Outstanding	Check	\$ (168.29)
06/11/2025		FRIDLEY ERC	Accounts Payable	Outstanding	Check	\$ (530.00)
06/11/2025		GENUINE PARTS CO/NAPA	Accounts Payable	Outstanding	Check	\$ (164.11)
06/11/2025		GERTENS GREENHOUSE INC	Accounts Payable	Outstanding	Check	\$ (2,439.52)
06/11/2025		GOPHER STATE ONE-CALL INC	Accounts Payable	Outstanding	Check	\$ (556.20)
06/11/2025		HAIDARI, YAMEN	Accounts Payable	Outstanding	Check	\$ (200.00)
06/11/2025		HAWKINS INC	Accounts Payable	Outstanding	Check	\$ (2,955.75)
06/11/2025		HEALTH PARTNERS	Accounts Payable	Outstanding	Check	\$ (563.00)
06/11/2025		INNOVATIVE OFFICE SOLUTIONS	Accounts Payable	Outstanding	Check	\$ (272.67)
06/11/2025		INTERSTATE ALL BATTERY CENTER	Accounts Payable	Outstanding	Check	\$ (157.95)
06/11/2025		ISTATE TRUCK CENTER	Accounts Payable	Outstanding	Check	\$ (23.76)
06/11/2025		JASONS JANITORIAL SERVICES	Accounts Payable	Outstanding	Check	\$ (3,100.00)
06/11/2025		K & S ENGRAVING LLC	Accounts Payable	Outstanding	Check	\$ (42.50)
06/11/2025		LANO EQUIPMENT INC	Accounts Payable	Outstanding	Check	\$ (349.97)
06/11/2025		LEAGUE OF MN CITIES INS TRUST	Accounts Payable	Outstanding	Check	\$ (51,618.00)
06/11/2025		LEPAGE & SONS	Accounts Payable	Outstanding	Check	\$ (1,741.22)
06/11/2025		LILYERD, THOMAS J	Accounts Payable	Outstanding	Check	\$ (2,000.00)
06/11/2025		LIND, CARL	Accounts Payable	Outstanding	Check	\$ (200.00)
06/11/2025		LOCI CONSULTING LLC	Accounts Payable	Outstanding	Check	\$ (10,000.00)
06/11/2025		LOFFLER COMPANIES-131511	Accounts Payable	Outstanding	Check	\$ (122.63)
06/11/2025		LONG RUN LEADERSHIP CONSULTING	Accounts Payable	Outstanding	Check	\$ (3,215.83)
06/11/2025		MARTIN MARIETTA	Accounts Payable	Outstanding	Check	\$ (5,983.32)
06/11/2025		MCNAIR, EVAN	Accounts Payable	Outstanding	Check	\$ (1,886.68)
06/11/2025		MENARDS - FRIDLEY	Accounts Payable	Outstanding	Check	\$ (56.41)
06/11/2025		METRO-INET	Accounts Payable	Outstanding	Check	\$ (5,618.00)
06/11/2025		METROPOLITAN COUNCIL	Accounts Payable	Outstanding	Check	\$ (483,745.38)
06/11/2025		MINN CLERKS & FINANCE OFFICERS ASSC (MCFOA)	Accounts Payable	Outstanding	Check	\$ (95.00)
06/11/2025		MINN HWY SAFETY/RESEARCH-MHSRC	Accounts Payable	Outstanding	Check	\$ (1,695.00)
06/11/2025		MINN OCCUPATIONAL HEALTH	Accounts Payable	Outstanding	Check	\$ (146.00)
06/11/2025		MINNESOTA EQUIPMENT	Accounts Payable	Outstanding	Check	\$ (223.56)
06/11/2025		NEW BRIGHTON, CITY OF	Accounts Payable	Outstanding	Check	\$ (1,274.06)
06/11/2025		NORTH METRO TELEVISION	Accounts Payable	Outstanding	Check	\$ (2,750.00)
06/11/2025		NOVA FIRE PROTECTION INC	Accounts Payable	Outstanding	Check	\$ (1,230.00)
06/11/2025		O'MARA BRANDON	Accounts Payable	Outstanding	Check	\$ (60.00)
06/11/2025		ON SITE COMPANIES	Accounts Payable	Outstanding	Check	\$ (1,241.00)
06/11/2025		ONLINE SOLUTIONS LLC	Accounts Payable	Outstanding	Check	\$ (1,158.90)
06/11/2025		PALADIN TECHNOLOGIES (USA) INC	Accounts Payable	Outstanding	Check	\$ (38,409.10)
06/11/2025		PETERSON COMPANIES INC	Accounts Payable	Outstanding	Check	\$ (82,641.54)
06/11/2025		PLATINUM POWER WASHING INC	Accounts Payable	Outstanding	Check	\$ (448.50)
06/11/2025		QUADIENT FINANCE USA INC	Accounts Payable	Outstanding	Check	\$ (1,200.00)

Issued Date	Cleared Date	Description	Module	Status	Type	Amount
06/11/2025		REDPATH AND COMPANY LLC	Accounts Payable	Outstanding	Check	\$ (37,500.00)
06/11/2025		REHBEINS BLACK DIRT	Accounts Payable	Outstanding	Check	\$ (598.00)
06/11/2025		REVSPRING INC	Accounts Payable	Outstanding	Check	\$ (3,017.21)
06/11/2025		ROADKILL ANIMAL CONTROL	Accounts Payable	Outstanding	Check	\$ (258.00)
06/11/2025		SPLIT ROCK MGMT - DBA VANGUARD CLEANING	Accounts Payable	Outstanding	Check	\$ (2,340.00)
06/11/2025		STAR TRIBUNE	Accounts Payable	Outstanding	Check	\$ (434.50)
06/11/2025		STREICHER'S	Accounts Payable	Outstanding	Check	\$ (1,485.00)
06/11/2025		SUBURBAN TIRE WHOLESALE INC	Accounts Payable	Outstanding	Check	\$ (1,752.00)
06/11/2025		SUMMER LAKES BEVERAGE	Accounts Payable	Outstanding	Check	\$ (99.00)
06/11/2025		TIMESAVER OFF SITE SECRETARIAL INC	Accounts Payable	Outstanding	Check	\$ (506.00)
06/11/2025		TRUGREEN-CHEMLAWN	Accounts Payable	Outstanding	Check	\$ (10,680.00)
06/11/2025		UNIVERSITY OF MINNESOTA	Accounts Payable	Outstanding	Check	\$ (450.00)
06/11/2025		VERIZON WIRELESS	Accounts Payable	Outstanding	Check	\$ (115.00)
06/11/2025		VESTIS	Accounts Payable	Outstanding	Check	\$ (60.21)
06/11/2025		XCEL ENERGY	Accounts Payable	Outstanding	Check	\$ (31.75)
06/13/2025		DAVE SWANSON	Utility Billing	Outstanding	Check	\$ (120.59)
06/18/2025		ASPEN MILLS INC	Accounts Payable	Outstanding	Check	\$ (827.93)
06/18/2025		BOUND TREE MEDICAL LLC	Accounts Payable	Outstanding	Check	\$ (303.95)
06/18/2025		BRENNAN CONSTRUCTION OF MN INC	Accounts Payable	Outstanding	Check	\$ (50,339.01)
06/18/2025		BRINKERHOFF, WILLIAM	Accounts Payable	Outstanding	Check	\$ (88.99)
06/18/2025		CARR'S TREE SERVICE INC	Accounts Payable	Outstanding	Check	\$ (60,150.00)
06/18/2025		CEBULLA, KAITLYN	Accounts Payable	Outstanding	Check	\$ (100.00)
06/18/2025		CENTERPOINT ENERGY-MINNEGASCO	Accounts Payable	Outstanding	Check	\$ (3,468.93)
06/18/2025		CENTRAL PRO SUPPLY	Accounts Payable	Outstanding	Check	\$ (262.89)
06/18/2025		CENTRAL WOOD PRODUCTS / RIVARD CO INC	Accounts Payable	Outstanding	Check	\$ (1,094.60)
06/18/2025		CENTURY LINK	Accounts Payable	Outstanding	Check	\$ (72.15)
06/18/2025		CERES ENVIRONMENTAL INC	Accounts Payable	Outstanding	Check	\$ (390.00)
06/18/2025		COMCAST/XFINITY	Accounts Payable	Outstanding	Check	\$ (467.34)
06/18/2025		COON RAPIDS, CITY OF	Accounts Payable	Outstanding	Check	\$ (32,745.35)
06/18/2025		ECHO DATA ANALYTICS	Accounts Payable	Outstanding	Check	\$ (500.00)
06/18/2025		ECOSAFE ZERO WASTE USA INC	Accounts Payable	Outstanding	Check	\$ (446.16)
06/18/2025		FAUL PSYCHOLOGICAL PLLC	Accounts Payable	Outstanding	Check	\$ (750.00)
06/18/2025		FIELD TRAINING SOLUTIONS	Accounts Payable	Outstanding	Check	\$ (295.00)
06/18/2025		FIRE SAFETY USA	Accounts Payable	Outstanding	Check	\$ (2,454.95)
06/18/2025		FLAGSHIP RECREATION LLC	Accounts Payable	Outstanding	Check	\$ (56,001.30)
06/18/2025		FLEET PRIDE TRUCK & TRAILER PARTS	Accounts Payable	Outstanding	Check	\$ (81.74)
06/18/2025		GARY CARLSON EQUIPMENT CO	Accounts Payable	Outstanding	Check	\$ (61.22)
06/18/2025		GENUINE PARTS CO/NAPA	Accounts Payable	Outstanding	Check	\$ (72.40)
06/18/2025		GERTENS GREENHOUSE INC	Accounts Payable	Outstanding	Check	\$ (179.60)
06/18/2025		GRAINGER	Accounts Payable	Outstanding	Check	\$ (94.48)
06/18/2025		HAWKINS INC	Accounts Payable	Outstanding	Check	\$ (70.00)
06/18/2025		HCM ARCHITECTS-HAGEN CHRISTENSEN & MCILWAIN	Accounts Payable	Outstanding	Check	\$ (2,335.00)
06/18/2025		HILLYARD	Accounts Payable	Outstanding	Check	\$ (1,860.48)

Issued Date	Cleared Date	Description	Module	Status	Type	Amount
06/18/2025		HOFFMAN BROS. SOD	Accounts Payable	Outstanding	Check	\$ (1,430.50)
06/18/2025		HOISINGTON KOEGLER GROUP / HKGI	Accounts Payable	Outstanding	Check	\$ (3,321.35)
06/18/2025		HOUSTON ENGINEERING INC	Accounts Payable	Outstanding	Check	\$ (17,891.44)
06/18/2025		HYDRAULIC SPECIALTY CO	Accounts Payable	Outstanding	Check	\$ (201.36)
06/18/2025		HYRKAS, ADELLE	Accounts Payable	Outstanding	Check	\$ (1,000.00)
06/18/2025		INSIGHT PUBLIC SECTOR	Accounts Payable	Outstanding	Check	\$ (11,788.47)
06/18/2025		INSTRUMENTAL RESEARCH INC	Accounts Payable	Outstanding	Check	\$ (400.00)
06/18/2025		JB PICTURE FRAMING STUDIO	Accounts Payable	Outstanding	Check	\$ (257.00)
06/18/2025		KENNEDY & GRAVEN CHARTERED	Accounts Payable	Outstanding	Check	\$ (3,345.10)
06/18/2025		LEAGUE OF MN CITIES INS TRUST	Accounts Payable	Outstanding	Check	\$ (175,499.76)
06/18/2025		MAC QUEEN	Accounts Payable	Outstanding	Check	\$ (72.00)
06/18/2025		MANSFIELD OIL COMPANY	Accounts Payable	Outstanding	Check	\$ (12,206.17)
06/18/2025		MARTIN MARIETTA	Accounts Payable	Outstanding	Check	\$ (3,110.01)
06/18/2025		MASSEY, QUINN	Accounts Payable	Outstanding	Check	\$ (17.95)
06/18/2025		MC TOOL & SAFETY	Accounts Payable	Outstanding	Check	\$ (243.05)
06/18/2025		MENARDS - FRIDLEY	Accounts Payable	Outstanding	Check	\$ (92.03)
06/18/2025		METERING & TECHNOLOGY SOLUTIONS	Accounts Payable	Outstanding	Check	\$ (11,571.37)
06/18/2025		METRO PRODUCTS INC	Accounts Payable	Outstanding	Check	\$ (64.68)
06/18/2025		MINN DEPT OF LABOR & INDUSTRY	Accounts Payable	Outstanding	Check	\$ (2,746.05)
06/18/2025		MINN HWY SAFETY/RESEARCH-MHSRC	Accounts Payable	Outstanding	Check	\$ (3,150.00)
06/18/2025		MINN IT	Accounts Payable	Outstanding	Check	\$ (516.60)
06/18/2025		MINNESOTA ROADWAYS	Accounts Payable	Outstanding	Check	\$ (213.60)
06/18/2025		MP TECHNOLOGIES LLC	Accounts Payable	Outstanding	Check	\$ (779,585.67)
06/18/2025		NEOGOV / GOVERNMENTJOBS.COM INC	Accounts Payable	Outstanding	Check	\$ (5,634.00)
06/18/2025		NYKANEN, ANDREW	Accounts Payable	Outstanding	Check	\$ (15,312.40)
06/18/2025		OLD THINGS NEW DBA EGRESS WINDOW GUY	Accounts Payable	Outstanding	Check	\$ (66.60)
06/18/2025		ON SITE COMPANIES	Accounts Payable	Outstanding	Check	\$ (1,756.00)
06/18/2025		ONLINE SOLUTIONS LLC	Accounts Payable	Outstanding	Check	\$ (57,600.00)
06/18/2025		PALADIN TECHNOLOGIES (USA) INC	Accounts Payable	Outstanding	Check	\$ (6,874.11)
06/18/2025		PETERSON COMPANIES INC	Accounts Payable	Outstanding	Check	\$ (397,188.87)
06/18/2025		PEVITO, BRIAN	Accounts Payable	Outstanding	Check	\$ (42.39)
06/18/2025		PLANT & FLANGED EQUIP CO	Accounts Payable	Outstanding	Check	\$ (191.00)
06/18/2025		PREMIUM WATERS INC	Accounts Payable	Outstanding	Check	\$ (106.89)
06/18/2025		Q3 CONTRACTING INC / PSC	Accounts Payable	Outstanding	Check	\$ (1,368.10)
06/18/2025		QUADIENT LEASING USA INC	Accounts Payable	Outstanding	Check	\$ (1,160.79)
06/18/2025		REPUBLIC SERVICES #899	Accounts Payable	Outstanding	Check	\$ (34,785.72)
06/18/2025		RESPEC	Accounts Payable	Outstanding	Check	\$ (6,500.00)
06/18/2025		RUFFRIDGE JOHNSON EQUIP CO INC	Accounts Payable	Outstanding	Check	\$ (499.28)
06/18/2025		SCHMIT TOWING INC	Accounts Payable	Outstanding	Check	\$ (158.31)
06/18/2025		SHORT ELLIOTT HENDRICKSON INC	Accounts Payable	Outstanding	Check	\$ (738.92)
06/18/2025		SHRED RIGHT	Accounts Payable	Outstanding	Check	\$ (62.65)
06/18/2025		SITEONE LANDSCAPE SUPPLY	Accounts Payable	Outstanding	Check	\$ (258.36)
06/18/2025		STANDARD INSURANCE COMPANY (LIFE)	Accounts Payable	Outstanding	Check	\$ (2,183.78)

Issued Date	Cleared Date	Description	Module	Status	Type	Amount
06/18/2025		STANDARD INSURANCE COMPANY LTD/STD	Accounts Payable	Outstanding	Check	\$ (8,077.42)
06/18/2025		STARK, KYLE	Accounts Payable	Outstanding	Check	\$ (1,400.00)
06/18/2025		STEIGER, NICHOLAS	Accounts Payable	Outstanding	Check	\$ (1,116.54)
06/18/2025		TACTICAL EMS SCHOOL	Accounts Payable	Outstanding	Check	\$ (2,000.00)
06/18/2025		TAHO SPORTSWEAR	Accounts Payable	Outstanding	Check	\$ (3,438.35)
06/18/2025		TESSMAN COMPANY	Accounts Payable	Outstanding	Check	\$ (415.20)
06/18/2025		TIMESAVER OFF SITE SECRETARIAL INC	Accounts Payable	Outstanding	Check	\$ (344.00)
06/18/2025		T-MOBILE	Accounts Payable	Outstanding	Check	\$ (215.00)
06/18/2025		TOP GEAR / HELMETS R US	Accounts Payable	Outstanding	Check	\$ (406.60)
06/18/2025		TRASH IT NOW DBA JUNK GENIUS	Accounts Payable	Outstanding	Check	\$ (3,690.00)
06/18/2025		TRI-STATE BOBCAT INC	Accounts Payable	Outstanding	Check	\$ (655.00)
06/18/2025		TRUENORTH STEEL INC	Accounts Payable	Outstanding	Check	\$ (246.96)
06/18/2025		VALLEY-RICH CO INC	Accounts Payable	Outstanding	Check	\$ (4,728.95)
06/18/2025		VERIZON WIRELESS	Accounts Payable	Outstanding	Check	\$ (1,942.57)
06/18/2025		VESTIS	Accounts Payable	Outstanding	Check	\$ (746.18)
06/18/2025		WALTER ELECTRICAL CONTRACTORS LLC	Accounts Payable	Outstanding	Check	\$ (40.00)
06/18/2025		WW GOETSCH ASSOC INC	Accounts Payable	Outstanding	Check	\$ (10,258.00)
06/18/2025		XCEL ENERGY	Accounts Payable	Outstanding	Check	\$ (53,731.06)
06/18/2025		YALE MECHANICAL INC	Accounts Payable	Outstanding	Check	\$ (12,914.94)
Check Total: (205)						\$ (3,144,415.63)
Check Reversal						
06/18/2025		PEVITO, BRIAN Reversal	Accounts Payable	Outstanding	Check Reversal	\$ 42.39
Check Reversal Total: (1)						\$ 42.39
EFT						
06/06/2025	997	FRIDLEY POLICE ASSOCIATION-PY only	Accounts Payable	Outstanding	EFT	\$ (204.00)
06/06/2025	998	FRIDLEY-IAFF DUES/INTL ASSOC/FIRE FIGHTERS	Accounts Payable	Outstanding	EFT	\$ (120.00)
06/06/2025	999	TRUSTONE FINANCIAL	Accounts Payable	Outstanding	EFT	\$ (900.00)
06/06/2025	EFT0000247	Payroll EFT	Payroll	Outstanding	EFT	\$ (428,999.14)
EFT Total: (4)						\$ (430,223.14)
Report Total: (229)						\$ (3,914,864.44)

Summary

Bank Account	Count	Amount
0000100479 City of Fridley	229	\$ (3,914,864.44)
Report Total:	229	\$ (3,914,864.44)

Cash Account	Count	Amount
No Cash Account	1	\$ -
999 999-101100 Cash in Bank - CITY Pooled Cash	228	\$ (3,914,864.44)
Report Total:	229	\$ (3,914,864.44)

Transaction Type	Count	Amount
Bank Draft	19	\$ (340,268.06)
Check	205	\$ (3,144,415.63)
Check Reversal	1	\$ 42.39
EFT	4	\$ (430,223.14)
Report Total:	229	\$ (3,914,864.44)



AGENDA REPORT

Meeting Date: June 23, 2025

Meeting Type: City Council

Submitted By: Beth Kondrick, Deputy City Clerk
Melissa Moore, Assistant City Manager

Title

Resolution No. 2025-71, Denying the Massage Therapy Business License Application and Massage Therapy Individual License Application for Li Liu and Oasis Spa

Background

Li Liu applied for a Massage Therapy Business License and Massage Therapy Individual License for Oasis Spa to operate inside of 1001 East Moore Lake Drive (Dave's Sports Shop). Chapter 125 (Massage Therapy Businesses and Massage Therapists) of the Fridley City Code (Code) contains 14 standard conditions that apply to all Massage Therapy Business Licenses and Massage Therapy Individual Licenses. The Chapter establishes standard conditions of the Fridley City Council (Council) to protect the health, safety and general welfare of the public.

Findings

As a part of the application approval process for both the business and individual licenses, background checks, investigations and inspections are performed. Below is a summary of the verifications and determinations of staff:

Requirement	Staff	Determination/notes
Application	City Clerk	Passed
Investigation	City Clerk and Police	Passed
Background check	Police	Passed
Fire Code	Fire Marshal	Passed
Building Code	Building Official	Undetermined. Section 125.10 (1) (k) requires the premises be in full compliance with the State Building Code. The City's Building Official attempted to inspect the intended business space but at the time of their arrival the space was inaccessible and locked.
Massage Therapy Business License conditions	City Clerk & Building Official	Fail. Section 125.10 (1) (l) requires a grounds for denial is: "The premises where the business is located does not have a separate, distinct, front-facing entrance if it is located within a building with multiple offices, suites or stores." In the location at 1001 E. Moore Lake Drive, Oasis Massage Spa will not have such a separate, distinct and front-facing entrance.

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.

Separate, distinct and front-facing entrance

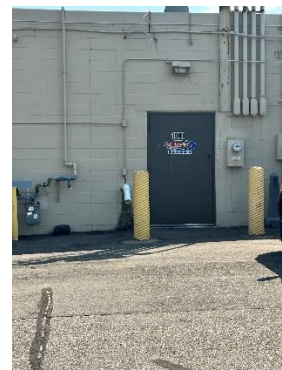
The property at 1001 E. Moore Lake Drive has been the licensed premises for previously licensed massage businesses. Staff acknowledge that Section 125.10 (I) of the Code, requiring massage therapy businesses to maintain a separate front-facing entrance, was not consistently enforced in previous licensing reviews. This administrative oversight does not, however, constitute a waiver of the requirement or establish any precedent that would prevent the City from enforcing this provision moving forward. The City is committed to consistent application of all licensing requirements to ensure public safety, regulatory compliance and fair treatment of all applicants.

The applicant was made aware of staff's intentions to recommend denial of the application (notice attached). In collaboration with the Community Development Department, the Code's requirement for a separate, distinct and front-facing entrance addresses:

1. Public safety and emergency access: a separate entrance ensures that emergency responders can quickly identify and access the massage establishment during incidents. This is particularly important given that massage therapy involves private treatment rooms where clients may be in vulnerable states.
2. Inspections: a distinct entrance facilitates the ability to monitor compliance with health, safety, and business licensing requirements. It ensures the establishment can be properly identified and accessed for routine inspections without disrupting other businesses.
3. Professional standards: requiring a separate entrance helps maintain professional standards in the massage therapy industry by ensuring establishments operate as independent, legitimate businesses rather than as informal add-ons to other retail operations.
4. Zoning compliance: The separate entrance requirement helps ensure that massage establishments are properly zoned and that their operations align with the intended use of the commercial space, preventing situations where personal services are tucked away within unrelated retail businesses.
5. Client privacy and comfort: a dedicated entrance provides clients with appropriate privacy when accessing massage services, which is important given the personal nature of therapeutic massage.



Front of 1001 E. Moore Lake Drive



Intended entrance of Oasis Spa (back alley)

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.

Additional context

In subsequent email exchanges staff were asked why a business like LifeTime Fitness was able to obtain an approved Massage Therapy Business License and not have a separate entrance for its massage activities. The rationale is that LifeTime Fitness is the holder of a Massage Therapy Business License and employs licensed therapists to operate on its premises. Ms. Liu's plan is for her business to operate inside of another (Dave's Sport Shop). The Code addresses concerns with this sort of business model for the five reasons detailed above.

Recommendation from staff

Pursuant to section 125.10 of the Code, the Council may deny any Massage Therapy Business License application for the violation of any provision or condition of the Code or of any State or Federal law regulating massage therapy in the City. Due to the Code violation mentioned above, Staff are recommending denial of the massage therapist business license application and massage therapist individual application for Li Liu at Oasis Spa. Li Liu received a certified letter informing her that staff are recommending denial of the license application and was informed of this evening's agenda item where she may converse with the Council.

Financial Impact

Revenue from license fees is anticipated in the City's annual budget.

Recommendation

Staff recommend approval of Resolution No. 2025-71, Denying the Massage Therapy Business License Application and Massage Therapy Individual License Application for Li Liu and Oasis Spa

Focus on Fridley Strategic Alignment

☐ Vibrant Neighborhoods & Places	☐ Community Identity & Relationship Building
☐ Financial Stability & Commercial Prosperity	☒ Public Safety & Environmental Stewardship
☐ Organizational Excellence	

Attachments and Other Resources

- Resolution No. 2025-71
- Letter sent to Oasis Spa owner Li Liu

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.

Resolution No. 2025-71

Denying the Massage Therapy Business License Application and Massage Therapy Individual License Application for Li Liu and Oasis Spa

Whereas, Chapter 125 (Massage Therapy Businesses and Massage Therapists) of the Fridley City Code (Code) establishes standards of operation for licensed businesses to operate in the City of Fridley (City); and

Whereas, Li Liu applied for a Massage Therapy Business License and Massage Therapy Individual License to operate Oasis Spa at 1001 E. Moore Lake Drive; and

Whereas, staff performed the required background checks, investigations and inspections for both the Massage Therapy Business License and Massage Therapy Individual Licenses; and

Whereas, the Building Official was unable to perform the required inspections pursuant to Section 125.10 (1) (k) to ensure the space was compliant with the State Building Code; and

Whereas, the Building Official determined the proposed business location does not meet the Code requirements from Section 125.10 (1) (l) that states "The premises where the business is located does not have a separate, distinct, front-facing entrance if it is located within a building with multiple offices, suites or stores."; and

Whereas, Section 125.10 of the Code authorizes the City Council to approve or deny any Massage Therapy Business License application for the violation of any provision or condition of the Code or State law regulating the massage therapy business.

Now therefore it be resolved, the City Council of the City of Fridley, Minnesota hereby denies the Massage Therapy Business License application and Massage Therapy Individual License submitted by Li Liu for Oasis Spa located at 1001 East Moore Lake Drive.

Passed and adopted by the City Council of the City of Fridley this 23rd day of June, 2025.

Dave Ostwald – Mayor

Attest:

Melissa Moore – City Clerk



Fridley Civic Campus

June 5, 2025

Li Liu

Ms. Liu,

Pursuant to the Massage Therapy Chapter of the Fridley City Code (Code) the Fridley City Council (Council) must approve or deny all Massage Therapy Business Licenses and all Massage Therapist Licenses in the City. The Code outlines the City's investigative processes and grounds for approval or denial of licenses the Council will rely on.

Application

You applied for a Massage Therapy Business License and a Massage Therapist License. Upon review and investigation of your application, I will recommend denial of the license application for Oasis Massage Spa at 1001 E. Moore Lake Drive in Fridley.

Findings

The intended space was inspected for compliance with the State Fire Code and passed. City staff were not able to conduct an inspection for compliance with the State Building Code. Upon staff's arrival the space in question was locked and not accessible to the Building Official. Even though the Building Official could not enter the internal space you plan to occupy, staff have determined the business location does not meet the Code requirements. Section 125.10 (1) (l) states "The premises where the business is located does not have a separate, distinct, front-facing entrance if it is located within a building with multiple offices, suites or stores." In the location at 1001 E. Moore Lake Drive, Oasis Massage Spa will not have such a separate, distinct and front-facing entrance.

The above-mentioned section of the Code will be the grounds for my recommendation to deny.

Please note Section 125.10 (3): "A licensee or applicant for a Massage Therapy Business License or Massage Therapist License may not apply or reapply for a new license for a period of one year following the denial or revocation of a license."

Application withdrawal

If you choose to withdraw your application for a Massage Therapy Business License, please inform me no later than **June 17**. If you choose to withdraw this application and apply at another location please submit a new application via the City's licensing portal, CitizenServe.

Hearing

Section 125.10 (2) of the Code directs procedures if an applicant chooses to appeal a denial. If you would still like your application to be heard by the Council, you may do so at a hearing to be held on:

June 23 at 7 p.m. in the Council Chambers of Fridley City Hall.

At this hearing staff will present the findings outlined above, which are the grounds of my recommendation. You are welcome to attend the meeting to address the Council if you choose.

Summary

At this time, I will proceed with presenting these facts to the Council. If the Council denies your applications, you will be prohibited from reapplying for one year.

If you choose to withdraw your application, staff would be happy to assist you and the building's owner in getting the space compliant with the Code. Or, if you choose to reapply at a different location, you may do so via the City's licensing portal, CitizenServe.

Please contact me at the information below if you have questions.

Thank you,

Melissa Moore, Assistant City Manager/City Clerk
Melissa.Moore@FridleyMN.gov
763-572-3523

Cc: Applicant email, City Attorney, Oasis Massage Spa mailing address

Accessibility Notice:

- If you need free interpretation or translation assistance, please contact City staff.
- Si necesita ayuda de interpretación o traducción gratis, comuníquese con el personal de la ciudad.
- Yog tias koj xav tau kev pab txhais lus los sis txhais ntaub ntawv dawb, ces thov tiv tauj rau Lub Nroog cov neeg ua hauj lwm.
- Haddii aad u baahan tahay tarjumaad bilaash ah ama kaalmo tarjumaad, fadlan la xiriir shaqaalaha Magaalada.

Upon request, accommodation will be provided to allow individuals with disabilities to participate in any City of Fridley services, programs or activities. Hearing impaired persons who need an interpreter or other persons who require auxiliary aids should contact CityClerk@FridleyMN.gov or (763) 572-3450.



AGENDA REPORT

Meeting Date: June 23, 2025

Meeting Type: City Council

Submitted By: Beth Kondrick, Deputy City Clerk
Ryan George, Director of Public Safety

Title

Resolution No. 2025-77, Revoking the On-Sale Liquor License Issued to Debesay Girmalul for Continental Restaurant, 1040 Osborne Road

Background

Debesay Girmalul applied for an On-Sale Liquor License for Continental Restaurant located at 1040 Osborne Road in May of 2024. This license was approved for the 2024-2025 license period. Mr. Girmalul renewed the license for the 2025-2026 license period.

Chapter 603 (Intoxicating Liquor) of the Fridley City Code (Code) contains 23 standard conditions that apply to all liquor licenses. In addition to the standard conditions, the City Council has the authority to impose other reasonable conditions it deems necessary to protect the health, safety and general welfare of the public.

In the last several months, Fridley Public Safety and the Minnesota Department of Alcohol and Gambling Enforcement (AGED) conducted routine inspections at Continental Restaurant and discovered issues that led to further investigation. A timeline and summary of investigation findings are as follows:

- On December 7, 2024, Fridley Public Safety was dispatched to Continental at the report of damage to property, an altercation with a security guard, a large crowd was gathered and the business was open past the 1 a.m. closing time.
- On December 10, 2024, staff met with Debesay Girmalul and his business partner to discuss concerns about the incident from December 7 and to reiterate the conditions of the City's license. Mainly that the City's Code does not allow nightclubs or bars and that Continental does not hold a 2 a.m. endorsement. Mr. Girmalul assured staff this was an isolated incident, and he understood patrons must be out by 1 a.m. Mr. Girmalul was provided with a copy of the liquor chapters of the Code.
- On March 7, 2025, Continental failed a City-wide alcohol compliance check. Despite looking at the decoys' photo IDs, the bartender still served bottles alcohol to each of them. No other liquor establishments in Fridley failed the compliance check. Continental received notice of this failed compliance check and paid the administrative fee. If a license holder pays the fee for a failed compliance check it does not affect their status at renewal time.
- On March 21, 2025, an AGED Liquor Investigator located a suspicious alcohol product while conducting a routine inspection at Continental. Special Agents determined the suspicious alcohol

Vision Statement

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product was not registered for wholesale in the State. State law requires liquor establishments to purchase liquor from a registered wholesaler. Special Agents also checked the State Liquor License database to see if Continental was posted on any liquor wholesaler delinquency lists and found that Continental was posted on the list as of 12/31/2024. After discovering this delinquency, Agents suspected Continental was purchasing liquor from other sources, which is a violation of State law.

- In March 2025 a complaint was filed with the City Clerk's Office regarding an alleged hookah bar on the premises at Continental. Continental denied hookah activities were taking place. Staff provided a copy of the Tobacco Chapter of the Code, which expressly prohibits indoor smoking of any kind.
- On May 7, 2025, two AGED Special agents entered Continental in an undercover capacity posing as customers and requested a "drink they could not have anywhere else." The agents were served the suspicious alcohol product that was a liquor not registered for wholesale in the State.
- On May 13, 2025, AGED Special Agents executed a search warrant in conjunction with Fridley Police. The suspicious liquor was seized, along with liquor that appeared to be purchased from Costco, a non-registered wholesaler. Homemade liquor was also discovered in partially filled bottles with no labels. Upon further investigation, agents located a padlocked door that contained a hookah lounge, found supplies for conducting bingo in an office (an activity that requires a City license pursuant to Chapter 30 (Lawful Gambling) of the Code).
- MN AGED Special Agents interviewed Continental staff members including Mr. Girmalul. He stated that the suspicious alcohol was imported into the Country in California and that a restaurant in St. Paul imports it from there and he buys it from them. Mr. Girmalul also admitted to being delinquent with his liquor wholesaler and that he was purchasing liquor from Costco and Total Wine to "get by". Mr. Girmalul said the homemade liquor that was found was a traditional product that is served at special events such as weddings and that he had used it at his own wedding the past weekend. Mr. Girmalul was informed that this product could not be served and Agents witnessed Continental staff disposing of it. Mr. Girmalul was asked about the hookah lounge, and he stated his partner handles that aspect of the business. Mr. Girmalul was informed he needed to pay his balance with his liquor wholesaler so they can deliver to him again and that he may only serve liquor purchased from a liquor wholesaler. Mr. Girmalul stated he understood.

The investigation found the following violations of the Code:

- Section 603.10 (7): "No licensee shall keep, possess, operate or permit the keeping, possession, or operation of any dice, video game of chance, or gambling device including slot machines, roulette wheels, punchboards, and pin ball machines which return coins or slugs, chips, or tokens or any kind which are redeemable in merchandise, cash or other item of value on the licensed premises. Pull-tabs and other expressly authorized forms of legal gambling may be conducted on licensed premises when such activity is licensed by the State pursuant to Minnesota Statute, Chapter 349, and conducted pursuant to the regulations contained in this City Code."
- Section 603.10 (11): "No licensee shall sell, offer for sale, or keep for sale, intoxicating liquors in any original package which has been refilled or partially refilled. No licensee shall directly or through any other person delete or in any manner tamper with the contents of any original package so as to change its composition or alcoholic content while in the original package. Possession on the premises by the licensee of liquor in the original package differing in composition or alcoholic content in the liquor when received from the manufacturer or wholesaler

Vision Statement

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from whom it was purchased, shall be prima facie evidence that the contents of the original package have been diluted, changed or tampered with.”

- Section 12.07 (E): “Smoking and sampling indoors are prohibited. No person shall smoke in a public place, at a public meeting, or in a place of employment. This subdivision also prohibits the sampling of tobacco, tobacco products, electronic delivery devices, nicotine or lobelia delivery products and products used in electronic delivery devices and nicotine or lobelia delivery products.”
- Section 30.02: “The definitions in Minnesota State Statutes Chapter 349 are adopted by reference in this chapter. Licensed organizations in the City of Fridley may be permitted to conduct lawful gambling or use any gambling device allowable by Chapter 349.”

Additionally, these observed and documented activities are violations of the following State Statutes and Rules:

- Minnesota Rule 7515.0520 Purchase from Licensed Manufactures: “All retailers shall purchase their stock of alcoholic beverages only from duly licensed Minnesota manufactures, brewers and wholesalers.”
- Minnesota Statute Chapter 349.155 Lawful Gambling: “All applications for a license must be on a form prescribed by the board. In the case of applications by an organization the board may require the organization to submit a copy of its articles of incorporation and other documents the board deems necessary.”

It is important to note that the investigation timeline shows portions of the State investigation took place before the City On-Sale liquor license renewal was approved for the 2025-2026 license period, however, the City was not made aware of the State investigation until after licenses were approved for the year.

Pursuant to Section 603.17 of the Code, “the Council may revoke any license for the sale of intoxicating liquor for the violation of any provision or condition of this Chapter or of any State law or Federal law regulating intoxicating liquor.”

Due to documented violations of the license conditions imposed by the Code, staff recommend revocation of the on-sale liquor license issued to Debesay Girmalul for Continental Restaurant. Mr. Girmalul received a certified letter informing him that staff are recommending revocation of the license and was informed of this evening’s Public Hearing where he may address the Council.

Financial Impact

Revenue from license fees is anticipated in the City’s annual budget.

Recommendation

Staff recommend approving Resolution No. 2025-77, Revoking the On-Sale Liquor License Issued to Debesay Girmalul for Continental Restaurant.

Focus on Fridley Strategic Alignment

_____ Vibrant Neighborhoods & Places

_____ Community Identity & Relationship Building

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.

☐	Financial Stability & Commercial Prosperity	☒	Public Safety & Environmental Stewardship
☐	Organizational Excellence		

Attachments and Other Resources

- Resolution No. 2025-77
- Report from MN AGED Special Agent Zak Chlebeck
- Letter sent to Continental Restaurant owner Debesay Girmalul

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.

Resolution No. 2025-77

Revoking the On-Sale Liquor License Issued to Debesay Girmalul for Continental Restaurant, 1040 Osborne Road

Whereas, Chapter 603 (Intoxicating Liquor) of the Fridley City Code (Code) establishes standards of operation for on-sale liquor operations in the City of Fridley (City); and

Whereas, Debesay Girmalul currently holds an On-Sale Liquor License for Continental Restaurant (Continental) located at 1040 Osborne Road; and

Whereas, during routine inspections conducted at Continental by Fridley Police and the Minnesota Department of Alcohol and Gambling Enforcement raised concerns that led to further investigations; and

Whereas, the investigations uncovered the following:

- On December 7, 2024, Fridley Police were dispatched to Continental at the report of damage to property, an altercation with a security guard, a large crowd was gathered and the business was open past the 1 a.m. closing time.
- On December 10, 2024, staff met with Debesay Girmalul and his business partner to discuss concerns about the incident from December 7 and to reiterate the conditions of the City's license. Mainly that the City's Code does not allow nightclubs or bars and that Continental does not hold a 2 a.m. endorsement. Mr. Girmalul assured staff this was an isolated incident, and he understood patrons must be out by 1 a.m. Mr. Girmalul was provided with a copy of the liquor chapters of the Code.
- On March 7, 2025, Continental failed a City-wide alcohol compliance check. Despite looking at the decoys' photo IDs, the bartender still served alcohol to each of them. No other liquor establishments in Fridley failed the compliance check.
- On March 21, 2025, an AGED Liquor Investigator located a suspicious alcohol product while conducting a routine inspection at Continental. Special Agents determined the suspicious alcohol product was not registered for wholesale in the State. State law requires liquor establishments to purchase liquor from a registered wholesaler. Special Agents also checked the State Liquor License database to see if Continental was posted on any liquor wholesaler delinquency lists and found that Continental was posted on the list as of 12/31/2024. After discovering this delinquency, Agents suspected Continental was purchasing liquor from other sources, which is a violation of State law.
- In March 2025 a complaint was filed with the City Clerk's Office regarding an alleged hookah bar on the premises at Continental. Continental denied hookah activities were taking place. Staff provided a copy of the Tobacco Chapter of the Code, which expressly prohibits indoor smoking of any kind.
- On May 7, 2025, two AGED Special Agents entered Continental in an undercover capacity posing as customers and requested a "drink they could not have anywhere else." The agents were served the suspicious alcohol product that was a liquor not registered for wholesale in the State.

- On May 13, 2025, AGED Special Agents executed a search warrant in conjunction with Fridley Police. The suspicious liquor was seized, along with liquor that appeared to be purchased from Costco, a non-registered wholesaler. Homemade liquor was also discovered in partially filled bottles with no labels. Upon further investigation, agents located a padlocked door that contained a hookah lounge, found supplies for conducting bingo in an office (an activity that requires a City license pursuant to Chapter 30 (Lawful Gambling) of the Code).
- MN AGED Special Agents interviewed Continental staff members including Mr. Girmalul. He stated that the suspicious alcohol was imported into the Country in California and that a restaurant in St. Paul imports it from there and he buys it from them. Mr. Girmalul also admitted to being delinquent with his liquor wholesaler and that he was purchasing liquor from Costco and Total Wine to "get by". Mr. Girmalul said the homemade liquor that was found was a traditional product that is served at special events such as weddings and that he had used it at his own wedding the past weekend. Mr. Girmalul was informed that this product could not be served and Agents witnessed Continental staff disposing of it. Mr. Girmalul was asked about the hookah lounge, and he stated his partner handles that aspect of the business. Mr. Girmalul was informed he needed to pay his balance with his liquor wholesaler so they can deliver to him again and that he may only serve liquor purchased from a liquor wholesaler. Mr. Girmalul stated he understood; and

Whereas, the findings documented violations of the standard conditions set forth in the Code including:

- Section 603.10 (7): "No licensee shall keep, possess, operate or permit the keeping, possession, or operation of any dice, video game of chance, or gambling device including slot machines, roulette wheels, punchboards, and pin ball machines which return coins or slugs, chips, or tokens or any kind which are redeemable in merchandise, cash or other item of value on the licensed premises. Pull-tabs and other expressly authorized forms of legal gambling may be conducted on licensed premises when such activity is licensed by the State pursuant to Minnesota Statute, Chapter 349, and conducted pursuant to the regulations contained in this City Code."
- Section 603.10 (11): "No licensee shall sell, offer for sale, or keep for sale, intoxicating liquors in any original package which has been refilled or partially refilled. No licensee shall directly or through any other person delete or in any manner tamper with the contents of any original package so as to change its composition or alcoholic content while in the original package. Possession on the premises by the licensee of liquor in the original package differing in composition or alcoholic content in the liquor when received from the manufacturer or wholesaler from whom it was purchased, shall be prima facie evidence that the contents of the original package have been diluted, changed or tampered with."
- Section 12.07 (E): "Smoking and sampling indoors are prohibited. No person shall smoke in a public place, at a public meeting, or in a place of employment. This subdivision also prohibits the sampling of tobacco, tobacco products, electronic delivery devices, nicotine or lobelia delivery products and products used in electronic delivery devices and nicotine or lobelia delivery products."

- Section 30.02: "Licensed organizations in the City of Fridley may be permitted to conduct lawful gambling or use any gambling device allowable by Chapter 349."; and

Whereas, these observed and documented activities are violations of the following State Statutes and Rules:

- Minnesota Rule 7515.0520 Purchase from Licensed Manufactures: "All retailers shall purchase their stock of alcoholic beverages only from duly licensed Minnesota manufactures, brewers and wholesalers."
- Minnesota Statute Chapter 349.155 Lawful Gambling: "All applications for a license must be on a form prescribed by the board. In the case of applications by an organization the board may require the organization to submit a copy of its articles of incorporation and other documents the board deems necessary; and

Whereas, Section 603.17 of the Code authorizes the City Council to revoke any license for the sale of intoxicating liquor for the violation of any provision or condition of the Code or of any State or Federal law regulating intoxicating liquor; and

Whereas, staff recommend the City Council revoke the On-Sale Liquor License issued to Debesay Girmalul for Continental Restaurant.

Now therefore it be resolved, the City Council of the City of Fridley, Minnesota hereby revokes the On-Sale Liquor License issued to Debesay Girmalul for Continental Restaurant, 1040 Osborne Road.

Passed and adopted by the City Council of the City of Fridley this 23rd day of June, 2025.

Dave Ostwald – Mayor

Attest:

Melissa Moore – City Clerk

On 3/21/2025, Minnesota Department of Public Safety Alcohol and Gambling Enforcement (AGE) Liquor Control Investigative Specialist (LCIS) Scott Mueller conducted a routine alcohol inspection of Continental Restaurant and Event Hall, located at 1040 Osborne Rd NE in the City of Fridley, Minnesota. Continental Restaurant and Event Hall (herein after referred to as “Continental”) holds a valid “On-Sale” city-issued liquor license (ONSS), ID 79914, as well as a valid Retailer ID Card (RIC), ID 77869.

During his inspection of the license premises, LCIS Mueller located a bottle of liquor that was unfamiliar to him. The liquor was “Asmara Zibib Extra” and labeled as a product from Eritrea. The label on the bottle indicated it was 38% alcohol by volume and was in an 880ml bottle. LCIS Mueller noted that 880ml was not a standard size for liquor bottles. He later confirmed this with an investigator from the United States Tax and Trade Bureau (TTB), who advised that 880ml was not a “standard fill” by US standards, indicating the product was not legally imported into the United States. No documentation was found by LCIS Mueller at the location indicating the origin or the wholesaler that sold the product. LCIS Mueller completed his inspection and notified Assistant Special Agent in Charge (ASAIC) Roddy of his findings. LCIS Mueller also provided photographs of the suspicious liquor that he had taken during his inspection.

On 3/24/2025, I, Special Agent Zak Chlebeck was assigned the case for further investigation. I viewed the photographs taken by LCIS Mueller which showed a clear bottle with a blue, white and gold label. The label reads “Asmara Zibib Extra”, “Eritrea”, “38% VOL”, and “880 ML”. LCIS Mueller also photographed a box with the same label affixed on the outside. The box appears capable to hold 12 bottles of the product, commonly referred to as a “case”.

I conducted an internet search of the Asmara Zibib Extra product. I found the product available for sale but only from retailers based in Canada. I could not find the product for sale anywhere in the United States. I also checked one of Minnesota’s largest retailers, Total Wine and More, for the product but received no results.

I then checked Process Registrations Online (PRO) to see if the brand label was registered in the State of Minnesota. It was not, nor was anything similar found.

Further open-source research on the product revealed that Asmara Zibib Extra is an anise-flavored liquor often served as a digestif. Asmara is the capital city of Eritrea, a country in Eastern Africa. Asmara is also the name of the brewery where the product is produced within the city of the same name. In addition to Zibib Extra, Asmara Brewery also produces Eritrean beer, “Asmara Lager Beer.” This product also was not found to be registered in PRO.

Federal metric standards of fill, used by the TTB, can be found in federal code 27 CFR § 5.203. Under that section, the authorized standards of fill for distilled spirits, whether domestic or imported, are listed. 880ml is not an authorized standard of fill under US Code.

According to the state liquor license database (IS-5) the liquor licensee of Continental is Debesay Girmalul. I checked various delinquency lists to see if Continental was posted and found that Continental was indeed posted on the liquor wholesalers list by Johnson Brothers. Continental had been posted on the list since 12/31/2024.

I checked AGE in-house records (ACISS) for any prior special agent contacts with Continental or Debesay Girmalul. None were found.

On 5/7/2025, ASAIC Roddy and I, operating in an undercover capacity, entered Continental during regular business hours posing as customers. ASAIC Roddy and I took a seat at the bar and were greeted by the bartender. I asked the bartender for, “A drink we can’t have anywhere else.” The bartender offered a shot of the Asmara Zibib Extra and presented the bottle, which matched the photographs taken by LCIS Mueller. The bottle had been located on the bar rail with the other liquor bottles and had a pour-spout attached. The bartender poured me and ASAIC Roddy a shot of the liquor.

The bartender, who was only identified as “Isaac”, described the liquor as a traditional drink from his home country of Eritrea. I asked Isaac if the liquor could be found locally at liquor stores. Isaac stated that he did not know, and that the owner of Continental had acquired it through unknown means.

While sitting at the bar, ASAIC Roddy and I also observed Asmara Lager Beer displayed. We asked Isaac about the beer, and he stated that it was also from Eritrea. ASAIC Roddy and I both ordered and were served the Asmara Lager Beer.

ASAIC Roddy and I also observed a bottle of Kirkland Irish Cream Liqueur displayed among other liquor bottles behind the bar. Kirkland is a brand sold exclusively by Costco in 1.75ml size, and is only available for retail purchase, as Costco is not a liquor wholesaler. The presence of this bottle is a typical indicator that retail for resale is occurring, as the Kirkland product can only be purchased at retail. This is consistent with Continental’s posting on the wholesaler’s delinquency list, which prevents Continental from receiving wholesale deliveries.

ASAIC Roddy and I ordered food and later paid the tab for our food and drinks, verifying in the process that the Asmara Zibib Extra and Asmara Lager Beer was indeed being offered for sale at Continental. Photographs were taken by ASAIC Roddy while we were inside Continental depicting the Asmar Zibib and Asmara Lager being served. These photos were later digitally uploaded to the AXON case file.

Based on my investigation into Asmara Zibib Extra and Asmara Lager Beer, and observations made during our visit to Continental, I drafted a search warrant for the premises to locate and seize the Asmara Zibib Extra and/or any other alcohol products that did not have current brand label registration in the State of Minnesota. The search warrant was signed by the Honorable Judge Saterbak in Anoka County on 5/8/2025. A copy of the application and search warrant were added to the AXON case file.

On 5/13/2025 at 1005 hours, I, along with ASAIC Roddy, Special Agent (SA) Biagini, SA Miller, SA Duong, and SA Ahart, with the assistance of uniformed Fridley Police officers, executed the search warrant at Continental. Upon arrival we were met at the south service entrance by an employee, later identified as Daniel [REDACTED]. I identified myself to Daniel and explained that we had a search warrant for the premises. I handed Daniel a copy of the search warrant.

Agents and FPD entered Continental and began conducting the search. I spoke with Daniel in the bar area. Daniel was fully identified by his Minnesota DL. Daniel called the owners and requested they come to the location. I provided Daniel with my business card and explained we were investigating some of the liquor inside the business, so he could relay that information to the owners.

At approximately 1013 hours I conducted a post-Miranda interview with Daniel. I read Daniel the Miranda Warning, and he agreed to speak to me about the alcohol that is behind the bar. Daniel stated that he is a bartender and has worked at Continental for approximately five months. I asked Daniel about the Asmara Zibib and he stated it is here “legitimately” and they get it from a local supplier. Daniel stated the Zibib enters the country in California, and then gets delivered to Minnesota by a truck. Daniel stated that Snelling Café in St. Paul, gets large quantities of the Asmara Zibib, and then Continental gets it from the Snelling Café. Daniel stated that he believes that Snelling Café gets the product from the importer in California. Daniel stated that he has previously assisted in unloading the truck of Asmara Zibib into the Snelling Café. Daniel stated that the Snelling Café is the only place he knows of that has the Asmara Zibib.

When asked how the Asmara Zibib got behind the bar at Continental, Daniel speculated that it came from the Snelling Café.

I asked Daniel about the Asmara Lager Beer, and he stated that comes “with the Zibib.” Daniel agreed that both the Asmara Zibib and the Beer come from the same place. Daniel did not know exactly how the Asmara Zibib or the Beer got behind the bar at Continental. Daniel stated he did not believe there was anything illegal about the Asmara products.

I then asked Daniel about the Kirkland liquor behind the bar. Daniel was of the belief that the Kirkland bottles got delivered by a distributor. I explained that Kirkland was a Costco product, and Daniel stated that he did not know. Daniel stated that he has not ever seen the liquor delivered as he generally works at night. Daniel stated he and Debesay are brothers. Daniel does not have an ownership stake in the business. My interview with Daniel was recorded on my BWC.

Following my interview with Daniel, ASAIC Roddy directed me to a dining room adjacent to the bar area that had a table of partially filled bottles that appeared to be homemade honey wine, as well as a large blue barrel containing similar product, and funnels used for filling the bottles. None of the bottles were labeled.

I asked Daniel about the wine product, and he stated that it was a homemade fermented product, known as “sewaa” that was brought in for Debesay’s wedding that was held the past weekend. Daniel stated that the product is very low in alcohol content. Daniel stated that volunteers make it at their homes for special events (such as a wedding) and bottles are filled from the blue barrel so the bottles can be placed on guests’ tables at the wedding. Daniel stated that the product is not for sale, it is just a traditional drink prepared for the wedding.

During the search of the licensed premises, AGE Agents located several bottles of Asmara Zibib both behind the bar and in a back room, bottles of Asmara Lager Beer, and a bottle of Kirkland Irish Cream Liqueur. These items were seized.

On the far East side of the building, Agents located a separate area behind a padlocked door that contained a hookah lounge. No alcohol was found in that area; however, several couches and numerous hookahs and related products were located.

At approximately 1100 hours, additional owners had arrived at the business. At approximately 1105 hours, I spoke with Abdulaziz [REDACTED]. Abdulaziz was identified by his Minnesota DL. Abdulaziz is a co-owner of the business. I provided Abdulaziz with my business card and explained why we are at Continental today. I read Abdulaziz the Miranda Warning, and he agreed to speak to me. Abdulaziz stated that he is not involved with any alcohol-related aspects of the business, as he is Muslim. Abdulaziz stated he handles food and administrative duties. Abdulaziz stated that Debesay handles the alcohol side of the business. Abdulaziz did not know anything about the Asmara Zibib product.

I asked Abdulaziz about the homemade wine, and he stated that it was a cultural drink brought in for the wedding. Abdulaziz stated that is made only for the wedding celebration, and it is not sold. Abdulaziz stated he believes the barrel is prepared at home and then the bottles are filled on-site for the wedding or other celebration. My interview with Abdulaziz was captured on my BWC.

At approximately 1113 hours I spoke with co-owner and liquor license holder Debesay Girmalul, [REDACTED]. Debesay was identified via his Minnesota DL. I explained to Debesay that we were here on a search warrant, and he was not under arrest. I read Debesay the Miranda Warning, which he stated he understood and agreed to speak to me.

I asked Debesay about the Asmara Zibib and the Asmara Beer. Debesay stated that those products were imported into California from Eritrea. Debesay said that many people bring back bottles for their personal use, however there is a big importer in California and he gets the bar’s Zibib from the Snelling Café. I explained that Continental can only purchase alcohol from a distributor.

Debesay admitted that he used to get alcohol from Johnson Brothers (a licensed wholesaler) but now purchases alcohol for his bar from Total Wine and More in Roseville. Debesay stated that he has purchased Bailey’s, Captain Morgan, Don Julio, and some beer from Total Wine for the Continental. I reiterated to Debesay that he can not purchase alcohol from anyone other than a licensed wholesaler. I explained that Total Wine is a retailer, not a wholesaler. Debesay understood.

I specifically mentioned the Kirkland Irish Cream Liqueur found behind his bar and mentioned that it was only available from Costco. Debesay initially stated that he bought the product from Total Wine, but upon seeing the bottle he admitted he purchased it from the Maple Grove Costco location. Maple Grove Costco is a licensed off-sale retailer, ID 21483.

I asked Debesay if he was getting all of his alcohol from Total Wine, and he stated that he was just getting by with the large stock he already had and was picking up random things from retailers to "get by." I advised Debesay to stop that practice and pay his balance with Johnson Brothers so they can begin delivering to him again. Debesay understood and did not have any questions. I advised he may receive a fine for not purchasing the bar's alcohol from a wholesaler.

When asked about the Asmara products that were found behind his bar, Debesay stated that he purchases those from the Snelling Café, as they are the only people who have it. Debesay believes their source is an importer in California. Debesay stated that a "friend of his brother" delivers the Asmara to Continental and Debesay pays for it in cash. Debesay admitted that he does not buy the Asmara products from a licensed distributor. Debesay also admitted that the Asmara products are not sold in liquor stores in Minnesota. Debesay stated that he gets his supply from Snelling Café, who gets the Asmara products in large quantities. Debesay did not know how the Asmara products got from California to the Snelling Café.

Debesay stated that he pays \$27 per bottle of Asmara Zibib, and he purchased two cases (24 bottles) recently. Debesay stated that he also purchased two cases of Asmara beer at \$2.00 per bottle (48 bottles). Debesay provided me with his contact he uses to obtain the Asmara products, who he identified as "Tekiee" with a phone number of [REDACTED]. Debesay stated he believes Tekiee gets the Asmara from the Snelling Café and delivers it to Continental. Debesay stated this only occurred once. Debesay admitted that the Asmara Zibib and Asmara beer was behind the bar and was for sale to customers. This was verified by ASAIC Roddy and I on 5/7/2025 as we were both able to purchase both products at the bar.

I then asked Debesay about the homemade honey wine, which he stated was called "sewaa". Debesay stated the wine was made in various homes and not at Continental. The barrel was delivered to Continental and then the bottles were filled from the barrel. Debesay stated the wine was brought in solely for his wedding and not sold or displayed to the public.

I explained that as a licensed premises, Debesay could not serve any alcohol (including homemade wine) that did not come from a licensed distributor. I advised Debesay that he would need to dump out the remainder of the homemade wine that was on the licensed premises. Debesay understood.

I asked Debesay about the hookah lounge that was found on his licensed premises. Debesay stated that he is not involved in that aspect of the business, but rather his business partner, Mohammed, handles the hookah section.

Debesay did not have any receipts for the Asmara products and stated that he never asked for any.

My interview with Debesay was captured on my BWC.

Agents concluded their search of the premises. The following items were located and seized:

Item #1 – One (1) 880ml bottle (opened, half full) Asmara Zibib Extra. Found in east room by ASAIC Roddy.

Item #2 – One (1) 880ml bottle (full, unopened) Asmara Zibib Extra. Found in east room by ASAIC Roddy.

Item #3 – Sample of liquid taken from Item #1 by ASAIC Roddy.

Item #4 – Heat-shrinkable films for sealing bottles. Found in east room next to funnels and bottles by ASAIC Roddy.

Item #5 – Three (3) red plastic funnels with residue. Found in east room next to bottles by ASAIC Roddy.

Item #6 – Sample of liquid taken from blue barrel in bottle filling room (east room). Taken by SA Miller.

Item #7 – Box containing seven (7) 880ml bottles (full, unopened) Asmara Zibib Extra. Found in east storeroom by SA Chlebeck.

Item #8 – Box containing eight (8) partially filled, partially sealed, unlabeled glass wine bottles, 5 with brown liquid, 3 with yellow liquid. Found in east room next to funnels and blue barrel by SA Chlebeck.

Item #9 – Two (2) 11.2 Fl. Oz. bottles (unopened) Asmara Lager Beer. Found inside bar cooler behind bar by ASAIC Roddy.

Item #10 – One (1) 11.2 Fl. Oz. bottle (unopened) Asmara Lager Beer. Found on glass shelf behind bar by SA Chlebeck.

Item #11 – Box containing five (5) 11.2 Fl. Oz. bottles (unopened) Asmara Lager Beer. Found on shelf in back bar cooler by SA Duong.

Item #12 – One (1) 880ml bottle (empty) Asmara Zibib Extra. Found on the floor behind the bar by SA Biagini.

Item #13 – Past-due invoices for Continental Restaurant. Found in main office on desk by SA Biagini.

Item #14 – One (1) 1.75L bottle (opened, ¾ full) Kirkland Irish Cream Liqueur. Found behind the bar by SA Biagini.

Item #15 – Total Wine & More Roseville receipt from 10/4/2024 showing beer purchase.

Debesay and his staff poured out the homemade wine located in the dining area. Shortly after, AGE Agents located a second blue barrel of the same or similar product inside the walk-in cooler. This barrel was also ordered destroyed. That barrel was poured out as well by Debesay and his staff. SA Biagini and I witnessed the destruction of the homemade wine product.

AGE Agents concluded the search warrant at Continental at 1216 hours. A copy of the search warrant and receipt of items seized were left on top of the bar. Photographs all items as well as overall photography was taken by SA Biagini. I explained the paperwork to Debesay and advised him to call me if he had any questions moving forward. Debesay understood. The entirety of the service of the search warrant at Continental was captured on my BWC.

Upon returning to the AGE office, I photographed each evidence item using AXON capture and entered it into evidence. The items were secured in the AGE evidence room.

The completed search warrant was filed with Anoka County Courts on 5/14/2025. It was a knock/announce daytime warrant.

Based on our findings and my interview with Debesay, I could not establish that Debesay was the one that imported or facilitated the import of the Asmara Zibib or Asmara Beer into the State of Minnesota. Debesay reported that he obtained the Asmara products from the Snelling Café, which is an East African restaurant located in St. Paul, Minnesota. Based on information revealed in this case, an additional investigation has been opened to determine the origin of the Asmara products in Minnesota. See related case #AGE2025-309.

Based on our findings and my interview with Debesay, I was able to determine that Debesay did in fact purchase alcohol from other retailers, namely Total Wine and More in Roseville and Costco in Maple Grove,

for the purposes of resale at Continental. This is a violation of Minnesota Rule 7515.0520, which reads, in part:

7515.0520 PURCHASE FROM LICENSED MANUFACTURERS.

All retailers shall purchase their stock of alcoholic beverages only from duly licensed Minnesota manufacturers, brewers, and wholesalers.”

This case will be forwarded to the Minnesota Department of Public Safety Alcohol Regulatory Unit for consideration of civil penalties for the above-described violation of Minnesota Liquor Rules.

This case is considered closed – civil fine requested.

End of Report – SA Z. Chlebeck #780



AGENDA REPORT

Meeting Date: June 23, 2025

Meeting Type: City Council

Submitted By: Paul Bolin, Community Development Director
 Stacy Stromberg, Assistant Community Development Director
 Nancy Abts, Senior Planner

Title

Resolution No. 2025-82, Affirming the Planning Commission Determination Regarding an Accessory Dwelling Unit Permit for the Property Located at 6187 Heather Circle, Owned by Hamdi Barre

Background

As part of the consideration for due process, private property owners who disagree with an administrative decision made by City staff have a pathway to appeal that decision. For matters governed by the Zoning Chapter of the City Code, a process for appeals is directed in Section 205.05.

Appeal to the Planning Commission

Pursuant to Section 205.05, property owners can request a hearing before the Planning Commission. For these hearings, the Planning Commission acts as the Board of Appeals and Adjustment. At the hearing, the property owner and City representatives present relevant evidence to support their case. The proceedings are similar to a court case, with witnesses being sworn in and evidence presented.

Following the hearing, the Planning Commission makes a written record of the proceedings, their findings and recommendation. If the property owner disagrees with the Planning Commission decision, they have a subsequent option to request a review by the City Council.

Appeal to the Council

The Code further allows any person aggrieved by the decision of the Planning Commission to file an appeal for a hearing in front of the City Council. "The appeal must be in writing and must include a statement of the alleged errors or omissions of the Planning Commission."

When a decision is appealed to the Council, the Council "shall review the record and recommendation created by the Planning Commission ... and shall reverse or affirm wholly or partly, or modify the order, requirement, decision, or determination of the Planning Commission." The Council's role is similar to a Court of Appeals, reviewing the proceedings of a lower court.

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.

Accessory Dwelling Unit Appeal

On May 21, 2025, the Planning Commission heard an appeal of a staff decision to deny a permit for an Accessory Dwelling Unit (ADU) at 6187 Heather Circle. The appeal was requested by property owner Ms. Hamdi Barre. The Commission heard from both staff and Tim Stone of Tim Stone Architects, Ms. Barre's authorized representative regarding the proposed ADU. After receiving the hearing testimony, the Commission deliberated and considered all evidence presented. The Commission upheld staff's decision to deny the ADU permit application and adopted written Findings of Fact documenting the decision. The motion carried unanimously.

On June 17, 2025 the property owner formally requested an appeal to the City Council (attached). The Code narrows the scope of the appeal to "alleged errors or omissions of the Planning Commission." In this appeal the property owner has offered no objection to the process by which the Planning Commission rendered their decision, nor alleged any impartiality, errors or omissions by the Planning Commission.

Options for Action

Staff recommend the City Council review the record and findings of fact created by the Planning Commission. Following this review, the City Council has the following options:

1. Affirm the Planning Commission determination, wholly or partly,
2. Reverse the determination, or
3. Modify the determination.

Financial Impact

No financial impact

Recommendation

Staff recommend the approval of Resolution No. 2025-82, Affirming the Planning Commission Determination Regarding an Accessory Dwelling Unit Permit for the Property Located at 6187 Heather Circle, Owned by Hamdi Barre.

Focus on Fridley Strategic Alignment

☒ Vibrant Neighborhoods & Places	☐ Community Identity & Relationship Building
☐ Financial Stability & Commercial Prosperity	☒ Public Safety & Environmental Stewardship
☐ Organizational Excellence	

Attachments and Other Resources

- Resolution No. 2025-82
- Planning Commission Findings of Fact
- Planning Commission Minutes
- Exhibits 1-12 from the hearing before the Planning Commission
- Property Owner's request for an appeal to the City Council

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.

Resolution No. 2025-82

Affirming the Planning Commission Determination Regarding an Accessory Dwelling Unit Permit for the Property Located at 6187 Heather Circle, Owned by Hamdi Barre

Whereas, on February 10, 2025, the City of Fridley (the "City") received an application for an Accessory Dwelling Unit (ADU) Permit submitted by Hamdi Barre (the "Applicant"), the current owner of record, for the property generally located at 6187 Heather Circle (the "Property"); and

Whereas, on April 1, 2025, City staff sent a letter to the Applicant documenting that the ADU permit was denied and the reasons for the denial; and

Whereas, on April 21, 2025, the Applicant chose to exercise her right to an appeal of City staff's decision to deny her permit under City Code § 205.05 and sent an email to the Community Development Director, requesting a hearing before the Board of Appeals and Adjustment (the "Board"); and

Whereas, Section 205.05 of the Fridley City Code authorizes the Planning Commission to serve as the Board of Appeals and Adjustments; and

Whereas, at the May 21, 2025, meeting, the Planning Commission, serving as the Board, held a hearing and received testimony from City Staff and the Applicant's authorized representative;

Whereas, after receiving the hearing testimony, the Board deliberated and considered all evidence presented, and upheld City staff's decision to deny the ADU permit application based upon the presented findings of fact; and

Whereas, on June 17, 2025, the Applicant chose to exercise her right to an appeal of the Board's decision before the City Council under City Code § 205.05 and sent an email to the Community Development Director including a statement of the alleged errors or omissions of the Board's determination; and

Now, therefore be it resolved, that the City Council of the City of Fridley hereby denies the appeal of a denied Accessory Dwelling Unit Permit based upon the Board of Appeals and Adjustment's previous decision and written findings of fact that are fully incorporated herein.

Passed and adopted by the City Council of the City of Fridley this 23rd day of June, 2025.

David Ostwald – Mayor

Attest:

Melissa Moore – City Clerk

City of Fridley
Board of Appeals and Adjustment
Decision and Written Findings Regarding the Accessory Dwelling
Unit Permit Located at: 6817 Heather Circle NE

According to Section 205.05 of the Fridley Zoning Ordinance, the Planning Commission serves as the Board of Appeals and Adjustments (the "Board") and exercises all authority and performs the functions of the Board pursuant to Minnesota Statutes Section 462.354, subdivision 2 and operates according to the Fridley City Code.

The Board is authorized to hear appeals of the decisions of City staff. On April 21, 2025, Hamdi Barre ("Ms. Barre") filed her appeal of City staff's decision to deny her permit application for an Accessory Dwelling Unit ("ADU"). Ms. Barre requested a hearing in writing, as directed in the written denial. Said hearing occurred before the Board on May 21, 2025.

At the hearing, the Board heard both from City Staff and Tim Stone of Tim Stone Architects, Ms. Barre's authorized representative regarding an ADU proposed in the lower level of 6187 Heather Circle NE in Fridley (the "Property"). After receiving the hearing testimony, the Board deliberated and considered all evidence presented. The Board upheld City staff's decision to deny the ADU permit application. The Board made the following Findings of Fact:

1. Ms. Barre is the current owner of record of the Property. Ms. Barre was the owner of this Property at the time the ADU permit application was filed with the City.
2. On February 10, 2025, Ms. Barre filed an application for an ADU permit for the Property with the City.
3. Ms. Barre's permit application included plans documenting that no remodeling or construction was needed for the existing structure on the Property to meet the requirements of an ADU.
4. On April 1, 2025, City staff sent a letter to Ms. Barre documenting that the ADU permit was denied and the reasons for the denial.
5. On April 21, 2025, Ms. Barre chose to exercise her right to an appeal and sent an email to the Community Development Director, requesting an appeal hearing before the Board.
6. The single-family residence that is the subject of this appeal has been in place on the property since 1982.
7. Available records from the Fridley City Assessor document that the home on the Property contained five bedrooms at the time of its construction in 1982 and at subsequent inspections in 1986, 1990, 1994, 1998, 2002, 2006, and 2011.
8. Available records from the Fridley City Assessor document that the home on the Property contained nine bedrooms at the time of inspection in 2016.
9. There are no building permits on file that document the creation of additional

bedrooms between 2016 and the time the ADU permit application was filed on February 10, 2025.

10. The ADU permit application indicated that the basement level ADU included five bedrooms and two bathrooms, and the main home on the main floor and second floor contained 10 bedrooms, totaling 15 bedrooms throughout the entire structure.
11. The Minnesota State Building Code is adopted by reference as the Building Code of the City of Fridley.
12. Part 1300.0120, subdivision 1, of the Minnesota Rules (the Minnesota State Building Code) states that an owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert, or replace any gas, mechanical, electrical, plumbing system, or other equipment, the installation of which is regulated by the code; or cause any such work to be done, shall first make application to the building official and obtain the required permit.
13. Ms. Barre has provided no proof that building permits were obtained from the City for the alterations to the building on the Property to create the additional bedrooms documented on the ADU permit application.
14. The City has no record that building permits were obtained for alterations to the building on the Property to create the additional bedrooms.
15. The City of Fridley's ordinance regulating ADUs (City Code Section 205.04 (5)(e)(10)) states, "[t]he accessory dwelling unit must meet current Building, Plumbing, Electrical, Mechanical, and Fire Code provisions including there must be fire or emergency vehicle access to the accessory dwelling unit."
16. The structure on the Property does not meet Building Code requirements given that required building permits were not obtained by Ms. Barre.
17. The City's ordinance regulating ADUs (City Code Section 205.05(5)(13)) states, "[t]he home and the accessory dwelling unit together must have adequate off-street parking for any use on the lot."
18. The Property has been the subject of nine police department parking citations, and two interruptions of recycling service due to parking, between December 4, 2019 and the date the ADU permit application was filed.
19. The ADU permit application does not propose any alterations to existing off-street parking for the Property.
20. The City staff has provided Ms. Barre with adequate opportunity to make corrections and additions to the ADU permit application and also to have an inspection of the Property conducted concerning the unpermitted work.

In conclusion, Commissioner Klenz moved and Commissioner Meisner seconded the motion that the Board upholds the determination by City of Fridley staff that the ADU permit application is denied because it does not meet the requirements for an Accessory Dwelling Unit based on the findings set forth above. MOTION PASSED 6-0.

PASSED AND ADOPTED BY THE BOARD OF APPEALS AND ADJUSTMENT OF THE CITY OF

FRIDLEY THIS 21st Day of May 2025.



Mark Hansen, Chair



Planning Commission

May 21, 2025

7:00 PM

Fridley City Hall, 7071 University Avenue NE

Minutes

Call to Order

Chair Hansen called the Special Planning Commission Meeting to order at 6:00 p.m.

Present

Aaron Brom
Mark Hansen
Mike Heuchert
Aaron Klemz
Ross Meisner
Paul Nealy

Absent

Pete Borman

Others Present

Stacy Stromberg, Planning Manager
Nancy Abts, Associate Planner
Sarah Sonsalla, City Attorney
Anthony DeForge, Building Official
Scott Hickok, Community Development Director
Ann Bolkom, Councilmember

Approval of Meeting Minutes

Public Hearing

Other Business

1. Appeal Item

Sarah Sonsalla, City Attorney, explained that the Commission tonight is acting as the Board of Appeal and Adjustment to hear an appeal from a resident who was denied a request for an accessory dwelling unit (ADU) permit. She explained the process that will be followed for the meeting.

Nancy Abts, Associate Planner, stated that the appeal tonight is related to the denial of an ADU permit application for the property located at 6187 Heather Circle. The application was received electronically on February 10, 2025, and a number of the fields on the application were left blank. On February 13, 2025, the applicant submitted some amendments to the application. She provided

additional information on the ADU permit history with dates. She stated that after staff held a Development Review Committee meeting, the decision was made to request a meeting with the applicant to discuss the application, as there were still some details that were unclear. Staff met with the applicant on March 6, 2025. Conversation focused on revisions needed to the plans to limit the number of bedrooms to two and to address construction that had already occurred without permits. She reviewed the email received from the applicant on March 24, 2025, refusing to revise their plans and stating that they would like any response from the City to be a formal, written response. A letter to the applicant was sent on April 1, 2025, denying the request and expressing concerns related to the size, number of ADUs, zoning requirements, building code provisions, and parking.

Ms. Abts explained that ADUs and related principal structures must conform to Zoning Code requirements. She stated that the revised plans submitted on February 13th showed five bedrooms and two bathrooms for the basement ADU. She stated that the plans also show the main home to have four bedrooms and two bathrooms on the main floor and six bedrooms and one bathroom on the second floor. She stated that it seemed like a high number of bedrooms for a home in Fridley, and therefore, she requested additional information from the assessing department. It was noted that the home was permitted for construction in 1982, at which time five bedrooms were constructed. In 2016, an additional four bedrooms were noted through inspection. She stated that there is no evidence in City records that the home had any more than nine bedrooms. She commented that a thorough review of permit history for the property was completed, and no permits were pulled at any time for the creation of additional bedrooms. She stated that ADUs must meet the current building code and have sufficient parking, and noted that the construction had never been permitted. She commented that this property has been the subject of a large number of police citations for parking violations and provided that information. She commented that for those reasons, the permit was denied. She commented that there are three ADU permits which have recently been approved and noted that each of those required back and forth between staff and the applicant, and related revisions to the plans to ensure a safe living space is created.

Commissioner Klemz asked why the number of bedrooms was suggested to be reduced from five to two. Ms. Abts replied that the reduced number of bedrooms would likely reduce the parking impact. Commissioner Klemz asked if five bedrooms for the ADU would be acceptable if the main home had a smaller number of bedrooms. Ms. Abts replied that the current requirement is that the ADU has less than 50 percent of area of the main home. She noted that there are some circumstances where an ADU can take up an entire level of the home. Commissioner Klemz asked and received confirmation that these plans indicate that part of one floor of the home would become the ADU.

Commissioner Brom asked if a permit was issued in 2014 for the additional bedrooms and asked if there was any course of action on the part of the City when the additional bedrooms were discovered. Ms. Abts replied that a permit was not issued. She explained that the City did not take any action in 2016 as the bedrooms were identified as part of an assessment inspection. She explained that assessing staff capture the current conditions related to future sale value and do not complete code enforcement. Commissioner Brom asked if the additional bedrooms were part of a remodel or expansion. Ms. Abts was unsure, but based on limited exterior modifications, it would seem to be changes to the inside of the home rather than an expansion.

Commissioner Meisner asked when the current property owners purchased the home. Ms. Abts replied that the property owners purchased the home in 2017.

Chair Hansen invited the applicant to speak.

Tim Stone, architect for the applicant, stated that when he was hired, he was told by the applicant that, based on their conversations with building/planning staff, he needed to verify that the ADU space would meet the health, safety, and welfare of building permitting and construction. He stated that he visited the space to verify that the space had its own cooking area, bathroom, and to confirm the ADU's square footage. He stated that he marked items that he felt needed to be addressed to meet the City requirements. He commented that through the presentation just made, there was a lot of information he was not aware of, and therefore, he believes it best to simply explain his involvement.

Commissioner Klemz asked if the drawings submitted were drawn by Mr. Stone. Mr. Stone replied that he did not provide those; those drawings were provided by the applicant. He stated that he did package a drawing for the applicant, which included the square footage, requirements for egress windows, travel distances from the space, verifying the kitchen and bathrooms, and other elements such as CO2 detectors and fire extinguishers.

Commissioner Heuchert asked if Mr. Stone had completed the visual inspection of what could be seen, but could not verify the elements behind the walls. Mr. Stone confirmed that is correct, and he was made to understand that the property owners purchased the home in this manner, and therefore, he believed that the building code requirements had been met.

Commissioner Meisner asked if Mr. Stone assessed the parking. Mr. Stone stated that he did look at the City requirements for residential parking, which would seem to require four parking stalls for two dwelling units. He stated that he made the recommendation that the garage bays be split between dwelling units, which would then provide three off-street parking spaces per dwelling unit.

Commissioner Klemz referenced a statement from the applicant, which states that they have documentation that all required inspections were completed and passed, and would provide that to the commission. He asked if Mr. Stone has that documentation. Mr. Stone replied that he did not have that information and did not see any information on inspections. He reiterated that in his conversations with the property owner, it was communicated that they purchased the home in the way it exists today, noting that information has been provided tonight, which proves that to be inaccurate.

Commissioner Nealy asked if the applicant has been in possession of the property since 2017. It was confirmed that the applicant purchased the property in 2017.

Chair Hansen noted that there were nine bedrooms when the home was purchased in 2017 and asked if there are more bedrooms now or more bedrooms being proposed now. Mr. Stone commented that when he visited the property, there were 15 total bedrooms.

Commissioner Klemz asked if the five rooms shown in the basement have already been constructed. Mr. Stone confirmed that the bedrooms already exist.

Commissioner Meisner asked if Mr. Stone is being asked to do any work on the home. Mr. Stone commented that he is not being asked to do any work. He stated that the home is a single-family dwelling, and he was asked to reclassify the walk-out basement as an ADU, which would make the home two separate dwellings. He stated that he recommended that the applicant go through the zoning process to rezone the property to a two-family dwelling.

Ms. Abts provided some draft potential findings of fact for the Commission to consider. She agreed with the statements of Mr. Stone and commented that the bedrooms were not permitted and therefore are not eligible for an ADU permit.

Commissioner Meisner recapped that in 2017, there were nine bedrooms, several of which were not permitted, and since that time, an additional six bedrooms were added that also do not appear to be permitted.

Commissioner Klemz commented that it is clear there is not adequate parking for the number of bedrooms, and the on-street parking is not sufficient to accommodate all the vehicles.

Commissioner Heuchert stated that he does have safety concerns in the applicant requesting the City sign off on the safety of the space when the work was not permitted.

Commissioner Brom expressed similar concern with the unpermitted work on the home. He asked the course of action the City could take when work is done without a permit.

Commissioner Nealy asked if there is any information on those living in the home, referencing the City Code requirement that no more than two family units could occupy a single-family home.

Chair Hansen commented that the applicant has not followed up appropriately to address the concerns of staff. He stated that this would seem to be turning into a group home, which is not the intent of an ADU. He noted that there is already a history of parking violations, nonconformance, and disregard of the permit process. He stated that he would uphold the staff decision.

Commissioner Meisner asked the path for remedy for a homeowner with unpermitted work. Ms. Abts stated that a property owner can work with a building inspector to ensure that the work completed meets the building code. She stated that the decision tonight is whether or not the decision to deny the ADU permit was correct.

Motion by Commissioner Klemz to uphold the staff decision based on the written findings of fact as presented to the Commission. Seconded by Commissioner Meisner.

Upon a voice vote, all voting aye, Chair Hansen declared the motion carried unanimously.

Adjournment

Motion by Commissioner Meisner to adjourn the meeting. Seconded by Commissioner Heuchert.

Upon a voice vote, all voting aye, Chair Hansen declared the motion carried unanimously and the meeting adjourned at 6:55 p.m.

Respectfully submitted,

Stacy Stromberg, Staff Liaison



Navigate to...



VIEW PERMIT

Home / Services / Permits / View Permit



Upload documents



Leave message

Permit #: ADU25-000003**Project #:** 25-000432**Status:** Under Review**Address:** 6187 HEATHER CIR NE **Description:** Basement ADU

Permit

Reviews

Documents

Inspections

Permit #:**ADU25-000003**

Permit Type:

Accessory Dwelling Unit

Sub Type:

Internal (Within an existing structure)

Issue Date:

Expiration Date:

 CONDITIONS BEFORE ADU IS CONSTRUCTED

Base Zoning District (<https://fridleymin.gov/zoning>):

R-1

Is the property located in Shoreland Overlay District (<https://fridleymin.gov/zoning>)?:

No

Lot Size (in square feet):

14400

Size of Main Home before ADU is constructed (in habitable square feet):

6500

Number of Parking Spaces

Enclosed in garage:

3

Outdoors on a paved surface:

7

Ground-level size of garage, in square feet:

Ground-level size of all other roofed structures including the home, in square feet.:

Lot coverage (square foot of home footprint + garage + all other roofed structures), in square feet:

Percentage of lot coverage (i.e., lot coverage divided by lot size):

Photograph of the front of the home, taken from the street:

6187 Front Photo.jpg

Site Plan (to scale) and/or Certificate of Survey showing current conditions (before ADU is constructed). Clearly label all parking spaces and setback from property line.:

6187 Property Survey.pdf

Building Plan (to scale): documenting interior conditions before ADU is constructed.:

6187 ADU BASEMENT.pdf

 CONDITIONS AFTER ADU IS CONSTRUCTED

Size of Main Home after ADU is constructed, in habitable square feet (EXCLUDING size of the ADU):

Number of stories occupied by main home:

Number of bedrooms in main home:

Proposed maximum number of occupants in main home:

Size of ADU, in habitable square feet (EXCLUDING size of the main home):

Number of stories of ADU:

Number of bedrooms in ADU:

Proposed maximum number of occupants in ADU:

Parking Spaces added for ADU (if any)

New parking spaces enclosed/in garage:

New parking spaces outdoors on a paved surface:

Proposed address for Main Home:

Proposed address for ADU:

Building Plan (to scale) documenting interior conditions of Main Home and ADU. Clearly label individual rooms, as well as the Main Home and ADU.:

Egress diagram showing exit path(s) to the outdoors from all bedroom in Main Home and ADU. If windows will be used for egress, clearly label the size of the clear opening and distance from floor.:

Parking Plan, showing enclosed (garage) and hard surface (outdoor) spaces. Plans should specify the pavement type(s) for surface parking.:

Internal ADU

How will the ADU be constructed?:

3. Other

Please specify:

Basement to rental unit. No remodeling needed as its in condition to rent

 **ADDITIONAL CONTACTS**

Please add any additional contacts (e.g., property owners, contractors, designers) who you would like to have access to this application.

Contacts:

ADU LOCATION: BASEMENT
NO REMODEL

EXISTING CONDITION

* EGRESS WINDOW

* MAIN ENTRANCE

--- Evacuation Route

TOTAL SQFT = ≈ 2000

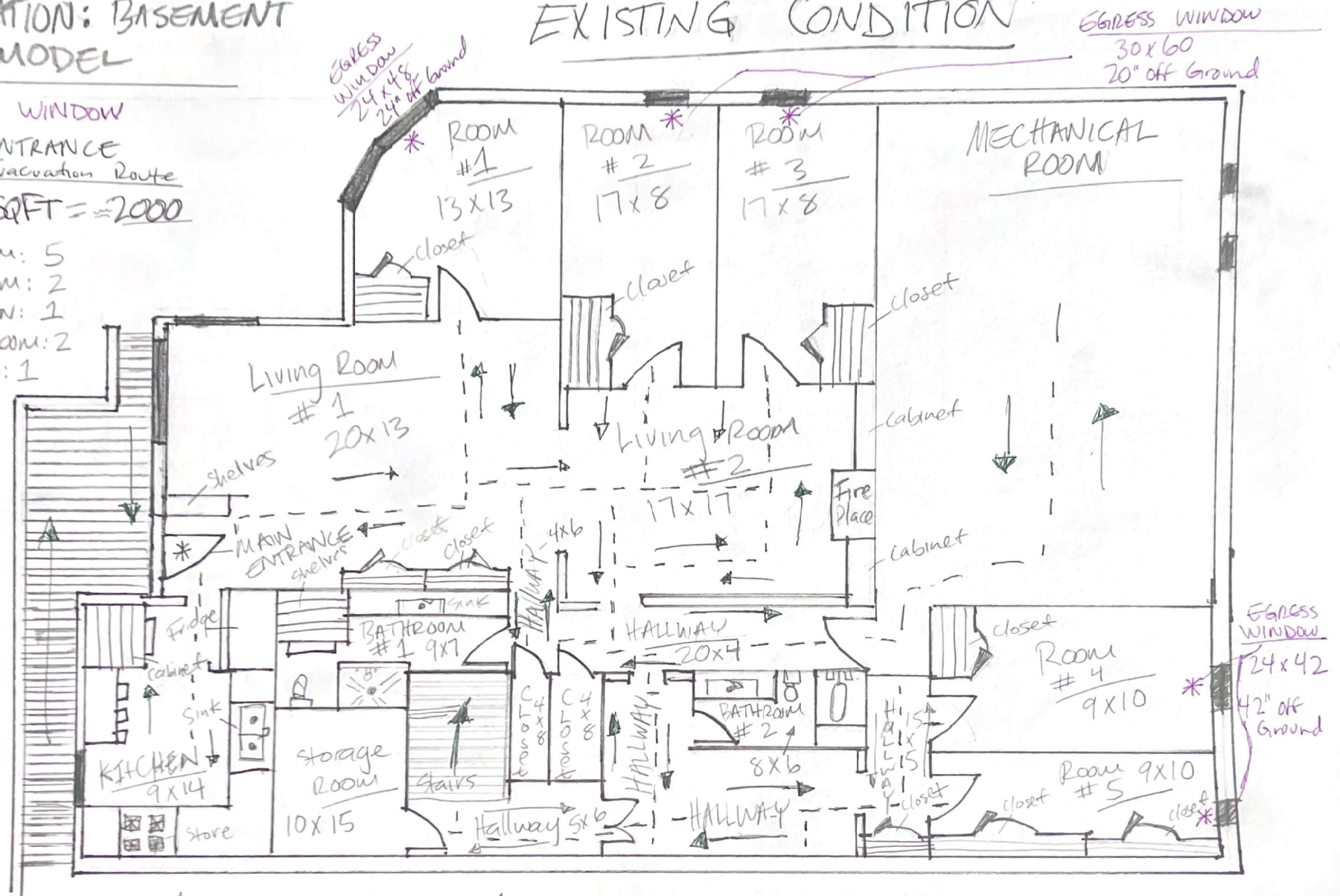
BEDROOM: 5

BATHROOM: 2

KITCHEN: 1

LIVING ROOM: 2

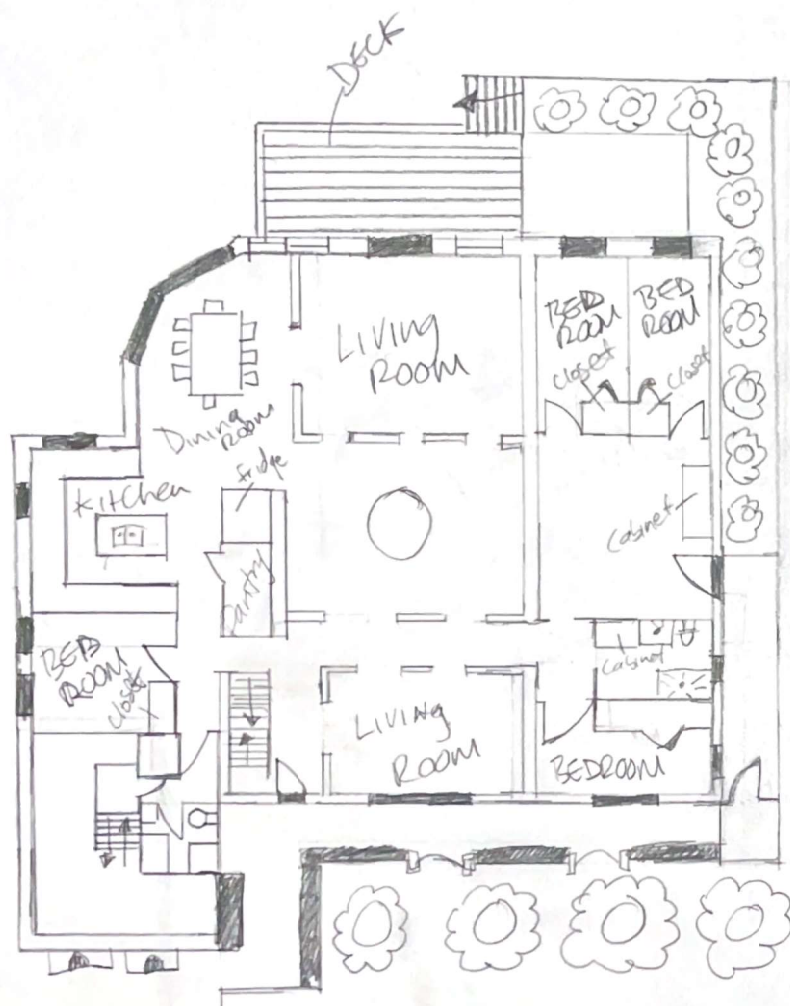
STORAGE: 1



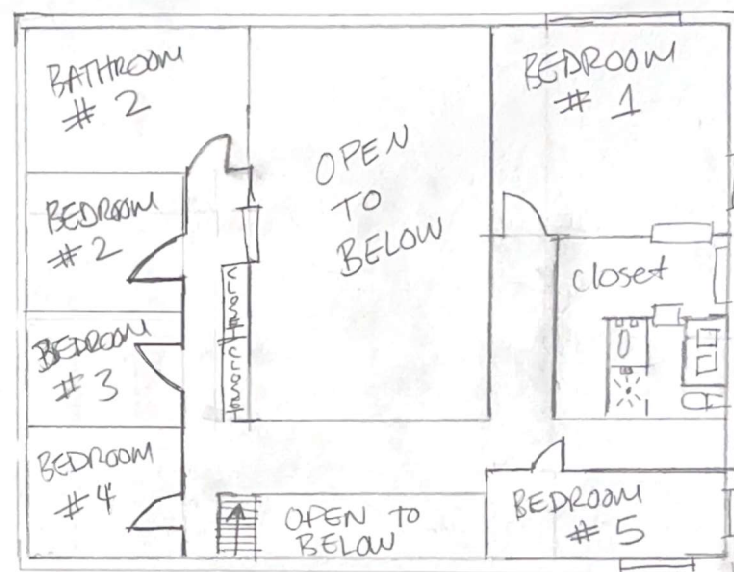
HAMDI BARRE - 6187 HEATHER CIR FRIDLEY, MIN 55432

EXISTING CONDITION

MAIN FLOOR LAYOUT



SECOND FLOOR LAYOUT



HANDI BARRE - 6187 HEATHER CIR FRIDLEY, MN 55432

ADU UNIT: FOR RENT

Revision # 1: 02/16/20
Sub

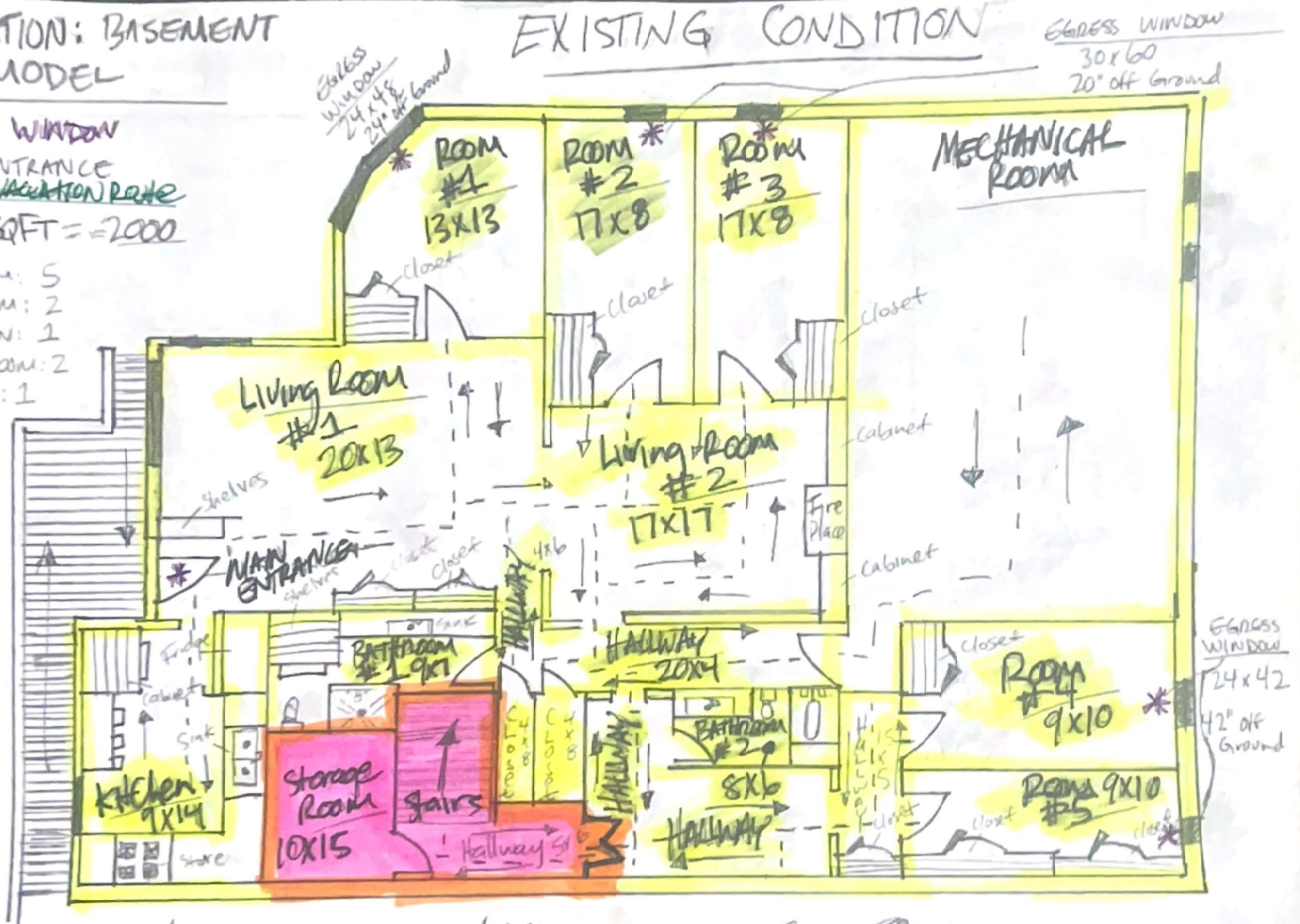
Item 17.

ADU LOCATION: BASEMENT
NO REMODEL

EXISTING CONDITION

- * EGRESS WINDOW
 - * MAIN ENTRANCE
 - EVACUATION ROUTE
- TOTAL SQFT = 2000

BEDROOM: 5
BATHROOM: 2
KITCHEN: 1
LIVING ROOM: 2
STORAGE: 1



HAMDI BARRE - 6187 HEATHER CIR FRIDLEY, MINN 55432

MAIN HOUSE: NOT FOR RENT

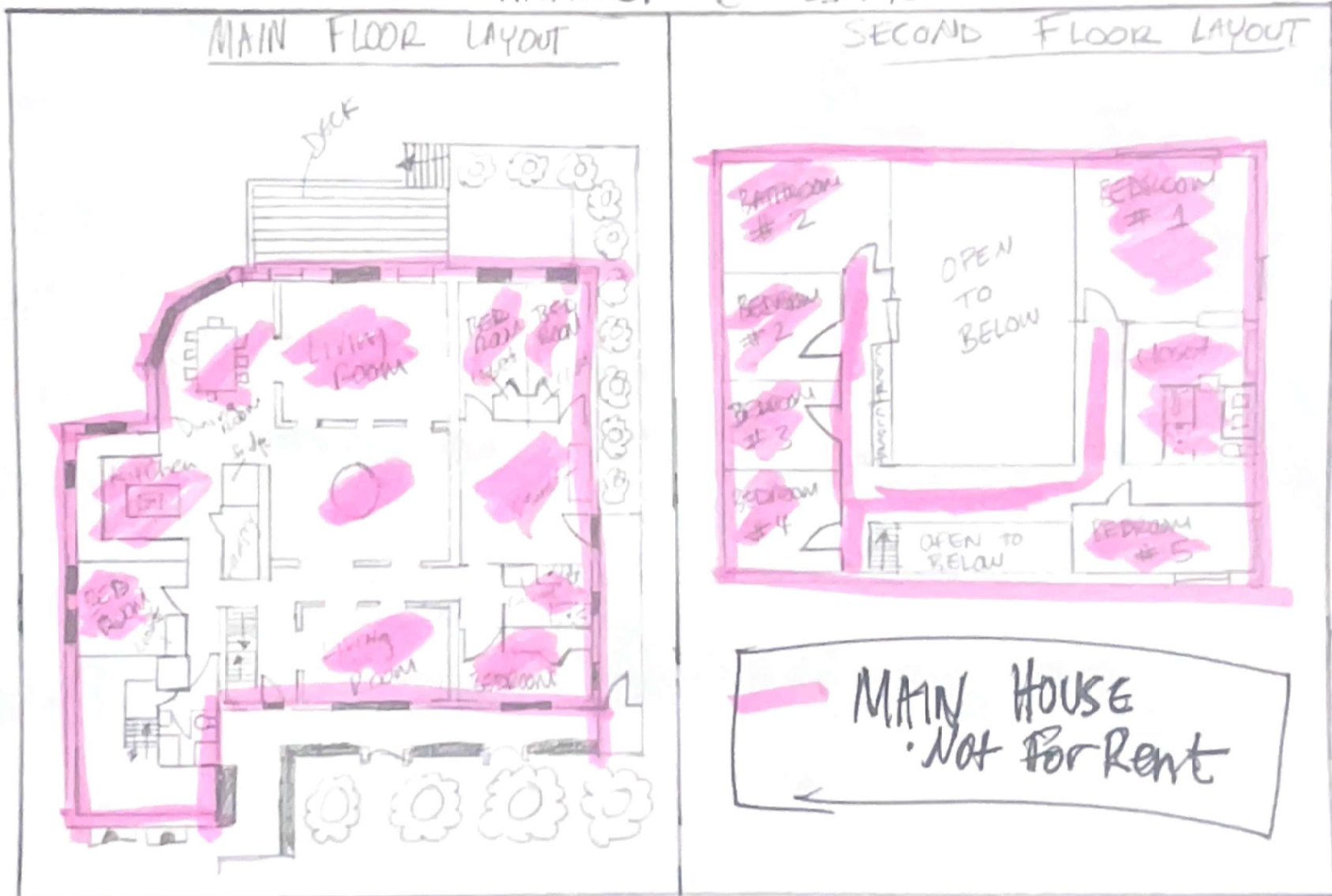
LOCKED ACCESSWAY

MAIN HOUSE
ADU BASEMENT

MAIN HOUSE: NOT FOR RENT

Item 17.

EXISTING CONDITION



HANDE BARRE - 6187 HEATHER CIR FRIDLEY, MN 55432

Revision # 1: Submitted
02/12/25

Google Maps

6187 Heather Cir



Imagery ©2025 Airbus, CNES / Airbus, Maxar Technologies, Map data ©2025 20 ft

- Path to Garage Parking ↻ 3 Available Spots ↻
- Parking Spots on property Driveway ↻ 6-7 spots ↻
- Available Street Parking ↻ 12 spots ↻

Document No.: 621683.004 TORREN

Item 17.

12/06/2024 10:18 AM

Fees/Taxes In the Amount of: \$46.00

Pamela J. LeBlanc
Anoka Cty Property Records and Taxation
Property Tax Administrator and
Recorder/Registrar of Titles
Deputy: tddavis



DECLARATION OF COVENANTS

**HOMEOWNER DECLARATION OF LAND USE COVENANTS, CONDITIONS AND
RESTRICTIONS FOR ESTABLISHMENT OF AN ACCESSORY DWELLING UNIT
IN THE CITY OF FRIDLEY, MINNESOTA**

This Homeowner Declaration of Land Use Covenants, Conditions, and Restrictions for Establishment of an Accessory Dwelling Unit ("Declaration") is made this 4th day 4 of 12, 2024, by Hamdi Barre and _____ ("Declarant").

Recitals

WHEREAS, Declarant is the owner in fee simple or in equity of that real property located at 6187 Heather Cir, Fridley, Anoka County, Minnesota, and legally described on Exhibit A (the "Property"), and

WHEREAS, Declarant desires to establish on the Property an accessory dwelling unit ("ADU") as defined, permitted, and regulated under Fridley City Code § 205, as amended from time to time (the "Code"); and

WHEREAS, Declarant understands and agrees that the ADU on the Property shall only be occupied in compliance with the restrictions and requirements of the Code and this Declaration;

Declarant, in consideration of the benefits to be derived by Declarant in obtaining a building or zoning permit from the City of Fridley ("City") for construction and occupancy of the ADU on the Property, and other good and valuable consideration, hereby agrees as follows:

1. Declarant hereby declares that the Property shall be held, occupied, improved, transferred, sold, leased, and conveyed, subject to the covenants, conditions, and restrictions as set forth herein in perpetuity, which covenants, conditions, and restrictions shall be binding upon all persons acquiring, owning or occupying any interest in the Property.
2. This Declaration shall run with the land and shall insure to the benefit of the respective parties and their grantees, successors, heirs, assigns, and representatives.

3. The ADU shall be designed, constructed, used, and occupied only in full compliance with the standards and conditions of the Code including § 205.04.05.e, a current copy of which is attached hereto as Exhibit B and made a part of this Declaration.

4. The ADU or the principal dwelling unit on the Property shall at all times be occupied as the permanent and principal residence of the fee simple or equitable owner(s) of record of the Property, and the Declarant shall not use the Property for commercial or speculative purposes, and the Property shall not be used by any tenants of the Property for the foregoing purposes.

5. Upon the failure to fully comply with the requirements of paragraphs 3 and 4, above, the non-compliant unit(s) shall be vacated within 30 days or another reasonable time as ordered by the City. The non-compliant unit(s) shall remain vacant and unoccupied until the failure is cured and City gives written notice of compliance to the owner(s) of the Property.

6. The City is the representative of the general public and all other persons or entities also benefited by the covenants, conditions and restrictions set forth in this Declaration insofar as the enforcement, construction, interpretation, amendment, release and termination of such covenants, conditions and restrictions are concerned. The provisions of this Declaration cannot be amended, terminated, or released except by way of an instrument in writing duly executed by the City.

7. In the event of a violation or an attempted violation of any of the covenants, conditions and restrictions set forth in this Declaration, the City may institute and prosecute any proceedings at law or in equity to abate, prevent or enjoin such violation, or to specifically enforce the covenants, conditions and restrictions, or to recover monetary damages caused by such violation or attempted violation. No delay in enforcing the provisions of said covenants, conditions and restrictions as to any breach or violation shall impair, damage or waive the right to enforce the same, or to obtain relief against or recover for the continuation or repetition of such breach or violation, or any similar breach or violation thereof at any later time or times. The City shall be entitled to recover its reasonable attorneys' fees, costs and expenses in bringing any proceedings or legal actions under this Declaration.

8. This Declaration shall be governed and interpreted by the laws of the State of Minnesota.

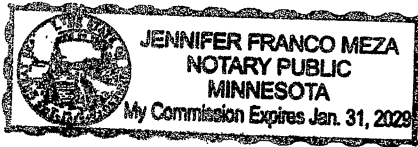
IN WITNESS WHEREOF, Hamdi Barre and _____
 have executed this Declaration this 4 day of 12, 24.

[Signature]
 Signature

Hamdi Barre
 Print name

STATE OF MINNESOTA)
) ss.
 COUNTY OF ANOKA)

This instrument was acknowledged before me this 04 day of December 2024
 by Hamdi Barre (a single person) (married to _____), Declarant.



[Signature]
 Notary Public

 Signature

Jennifer Franco Meza
 Print name

STATE OF MINNESOTA)
) ss.
 COUNTY OF ANOKA)

This instrument was acknowledged before me this _____ day of _____ 20____
 by _____, (a single person) (married to _____), Declarant.

 Notary Public

THIS INSTRUMENT WAS DRAFTED BY:

Hamdi Barre

6187 Heather Cir

Fridley, MN 55432

Exhibit A

Legal Description of Property.

Lot 6, Block 1, Heather Hills West

PID No. _____

Exhibit B

Sec. 205.04.05.e - ACCESSORY BUILDINGS AND STRUCTURES.

Detached single family dwellings may have an Accessory Dwelling Unit (ADU). ADUs shall comply with all of the following requirements:

1. An accessory dwelling unit shall only be permitted on a lot with a detached single-family dwelling. No accessory dwelling unit shall be permitted upon a lot on which more than one residential dwelling is located.
2. There shall be no more than one accessory dwelling unit permitted per lot.
3. The accessory dwelling unit shall not be sold or conveyed independently of the principal residential dwelling and may not be on a separate tax parcel. A parcel with a principal structure and an ADU may not be subdivided through any means including, but not limited to, filing of a plat, a waiver of platting, lot split, a Common Interest Community, or a registered land survey.
4. Either the ADU or the principal dwelling shall be occupied by the property owner. There should be a restriction recorded against the property requiring owner occupancy with respect to at least one of the units. A rental license for the non-owner-occupied unit is required.
5. An accessory dwelling unit shall be no more than 50 percent of the finished square footage of the principal structure. Notwithstanding this provision, if the accessory dwelling unit is completely located on a single floor of a preexisting structure, the City Manager or their designee may allow increased size in order to efficiently use all floor area on a single floor.
6. The accessory dwelling unit shall contain a minimum of 250 square feet of habitable space.
7. The exterior appearance of the accessory dwelling unit shall be architecturally compatible with principal structure's siding, color schemes, roofing materials, roof type and roof pitch.
8. The accessory dwelling unit shall have a separate address from the principal structure and shall be identified with address numbers assigned by the City.
9. A detached accessory dwelling unit shall have a water and sewer connection to directly to the respective utility main within the public right of way, or if direct connection is impractical, to the existing water and sewer connection at a location on the service to the principal structure. Utility service shall be in conformance with building codes and utility provider requirements.
10. Accessory dwelling units in combination with their associated principal structure must conform to Zoning Code requirements for single family dwellings, including but not limited to setback, height, impervious surface, curb cut and driveway, and accessory structure standards. The accessory dwelling unit must meet current

- Building, Plumbing, Electrical, Mechanical, and Fire Code provisions including there must be fire or emergency vehicle access to the accessory dwelling unit.
11. Any exterior stairway which accesses an accessory dwelling unit above the first floor shall be located in a way to minimize visibility from the street and, to the extent possible, from neighboring property.
 12. Balconies and decks above the ground floor shall not directly face an adjacent residential property's interior side yard or interior rear yard, but may face a public right of way, waterway or nonresidential property. Rooftop decks for an accessory dwelling unit are not allowed.
 13. The home and the accessory dwelling unit together must have adequate off-street parking for any use on the lot. Parking spaces may be garage spaces or paved outside parking spaces.
 14. Detached accessory dwelling units shall also comply with the following additional requirements:
 - A. For construction of a new detached building, the accessory dwelling unit shall be separated from the principal structure by a minimum of five feet; and
 - B. The accessory dwelling unit shall be located on a frost-protected foundation.
 15. Accessory dwelling units that are detached from the principal structure shall comply with the regulations for accessory structures set forth in Section 205.04 (5) of the Zoning Code (General Provisions for Accessory Buildings & Structures) with the following exceptions:
 - A. Detached accessory dwelling units shall be located a minimum of 10 feet from any side or rear lot line, unless the rear lot line is adjacent to an alley, in which case the setback may be reduced as provided for in Section 205.04(5) of the Zoning Code.
 - B. An accessory dwelling unit constructed above a detached garage shall not exceed 21 feet in height. Detached accessory dwelling units not constructed above a garage shall comply with the applicable height limit for accessory structures in the district where they are located.

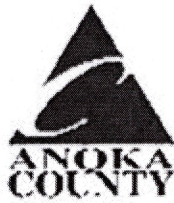
(Ord 1400, April 11, 2022)

APPROVED FOR FILING

Certificate of Title No. 140235
as to _____

[Signature]

Examiner of Titles



Anoka County
 Property Records and Taxation
 2100 Third Avenue
 Anoka, MN 55303
 (763) 323-5400

12/09/2024 10:58AM Liz J. A.
 024207-0005 000522841

5. RECORDING ITEMS

T

External Item Reference: TCI755S20

External Payment Reference: 621683.004

2024 Item: DECLARATION OF COVENANT

Balance unpaid: \$0.00 \$46.00

Payment Id: 693635

 \$46.00

Subtotal \$46.00

CC Fee \$1.20

Total \$47.20

CREDIT CARD \$47.20

*****3387

Ref=ad1018a6-7004-4b65-af2c-37b1c8194852

Auth=055811

Change due \$0.00

Paid by: HAMDI BARRE

Comments: HAMDI BARRE

6187 HEATHER CIR

FRIDLEY MN 55432

Signature: _____

Thank you for your payment. The service provider has assessed a fee of 2.60% for credit or debit card transactions. This will appear as a separate line item on your statement.

CUSTOMER COPY

6187 Heather Circle _ ADU Permit Application History

FILE HISTORY

04/07/2025 09:24 AM	Permit Status Updated	Permit# ADU25-000003 status was changed from Under Review to Denied by Nancy Abts	Nancy Abts
04/07/2025 09:24 AM	Permit Updated	Permit # ADU25-000003 close date changed from to 04/01/2025 by Nancy Abts	Nancy Abts
04/01/2025 03:58 PM	Document Attached	Document "Blank Email.htm" was attached to the case.	Stacy Stromberg
04/01/2025 03:54 PM	Document deleted	A Document (Blank Email.htm) was deleted from this file on 04/01/2025 by Stacy Stromberg.	Stacy Stromberg
04/01/2025 03:54 PM	Document deleted	A Document (Denial of ADU Application.docx) was deleted from this file on 04/01/2025 by Stacy Stromberg.	Stacy Stromberg
04/01/2025 03:54 PM	Document Attached	Document "ADU Permit Denial-6187 Heather Cr.pdf" was attached to the case.	Stacy Stromberg
04/01/2025 03:51 PM	Document Attached	Document "Blank Email.htm" was attached to the case.	Stacy Stromberg
04/01/2025 03:47 PM	Document Attached	Document "Denial of ADU Application.docx" was attached to the case.	Stacy Stromberg
04/01/2025 03:46 PM	Activity Update	Plan Review assigned to Stacy Stromberg was completed by Stacy Stromberg on 04/01/2025	Stacy Stromberg
04/01/2025 03:46 PM	Activity Update	Plan Review assigned to Stacy Stromberg status changed from Pending to Denied by Stacy Stromberg on 04/01/2025	Stacy Stromberg
03/17/2025 10:55 AM	Document Attached	Document "Blank Email.htm" was attached to the case.	Nancy Abts
03/17/2025 10:51 AM	Activity Update	Application Intake Due Date Changed from 02/12/2025 to 03/18/2025 by Nancy Abts.	Nancy Abts
03/03/2025 10:16 AM	Document Attached	Document "Blank Email.htm" was attached to the case.	Nancy Abts
02/25/2025 01:49 PM	Document Attached	Document "Blank Email.htm" was attached to the case.	Nancy Abts
02/21/2025 09:47 AM	Activity Update	Plan Review assigned to Stacy Stromberg status changed from to Pending by Stacy Stromberg on 02/21/2025	Stacy Stromberg
02/20/2025 08:41 AM	Plan Review - Activity	A Plan Review activity has been assigned to Scott Hickok in the Community Development department.	Nancy Abts
02/13/2025 12:23 AM	Online Document Upload - Activity	A Online Document Upload activity has been assigned to Community Development department.	- hamdi barre
02/10/2025 01:59 PM	Activity Update	Plan Review Due Date Changed from - to 02/17/2025 by Nancy Abts.	Nancy Abts
02/10/2025 01:39 PM	Activity Update	Application Intake assigned to Nancy Abts status changed from to Additional Information Required by Nancy Abts on 02/10/2025	Nancy Abts
02/10/2025 01:18 PM	Document Attached	Document "Your citizenserve application status has changed.htm" was attached to the case.	System User
02/10/2025 01:18 PM	Permit Status Updated	Permit# ADU25-000003 status was changed from Online Application Received to Under Review by Nancy Abts	Nancy Abts
02/10/2025 12:24 PM	Document Attached	Document "Your permit application has been received.htm" was attached to the case.	- hamdi barre
02/10/2025 12:24 PM	Plan Review - Activity	A Plan Review activity has been assigned to Stacy Stromberg in the Community Development department.	- hamdi barre
02/10/2025 12:24 PM	Plan Review - Activity	A Plan Review activity has been assigned to James Lange in the Fire Department department.	- hamdi barre
02/10/2025 12:24 PM	Plan Review - Activity	A Plan Review activity has been assigned to Brandon Brodhag in the Engineering Department department.	- hamdi barre
02/10/2025 12:24 PM	Plan Review - Activity	A Plan Review activity has been assigned to Tony DeForge in the Building Department department.	- hamdi barre
02/10/2025 12:24 PM	Plan Review - Activity	A Plan Review activity has been assigned to Andrea Buddhu in the Rental Licensing department.	- hamdi barre
02/10/2025 12:24 PM	Review Complete - Activity	A Review Complete activity has been assigned to Nancy Abts in the Community Development department.	- hamdi barre
02/10/2025 12:24 PM	Close Case - Activity	A Close Case activity has been assigned to Nancy Abts in the Community Development department.	- hamdi barre
02/10/2025 12:24 PM	Final Inspection - Activity	A Final Inspection activity has been assigned to Tony DeForge in the Building Department department.	- hamdi barre
02/10/2025 12:24 PM	Portal Submitted	Online application for Basement ADU on 6187 HEATHER CIR Submitted by - hamdi barre and 02/10/2025 11:24 AM	- hamdi barre
02/10/2025 12:24 PM	Application Intake - Activity	A Application Intake activity has been assigned to Nancy Abts in the Community Development department.	- hamdi barre
02/10/2025 12:24 PM	Contact Added	hamdi barre was added to the case by - hamdi barre.	- hamdi barre
02/10/2025 12:24 PM	Document Attached	Document "6187 Front Photo.jpg" was attached to the case.	- hamdi barre
02/10/2025 12:24 PM	Document Attached	Document "6187 Property Survey.pdf" was attached to the case.	- hamdi barre
02/10/2025 12:24 PM	Document Attached	Document "6187 ADU BASEMENT.pdf" was attached to the case.	- hamdi barre

From: nancy.abts@fridleymn.gov
Sent: 03/17/2025 - 10:55 AM
To: hamdibarre72@yahoo.com
CC: Stacy.Stromberg@FridleyMN.gov, Tony.DeForge@fridleymn.gov
Subject: 6187 Heather Circle - Basement ADU - Updated Plans

Hello Hamdi,

I am writing to follow up from our meeting on March 6. At that time, you were planning to submit revised plans with no more than two bedrooms for the basement ADU and schedule a walk-through with Building Inspector Tony DeForge.

Do you have any updates to share?

Thank you,

Nancy Abts
Associate Planner
763-572-3593

From: [Hamdi Barre](#)
To: [Abts, Nancy](#)
Subject: ADU Application Update
Date: Monday, March 24, 2025 11:29:25 AM

Dear Nancy Abts,

I am writing to formally address the recent meeting at City Hall regarding the ADU application. We attended the meeting under the impression that it would be a collaborative discussion with the plan review team. Instead, we were unexpectedly confronted by a large group of city officials, including the planning department, city attorney, city development manager, building inspector Tony, and two firefighters. The tone of the meeting was accusatory and hostile from the start, which was completely unwarranted, given our diligence and commitment to full compliance.

We take code compliance seriously. Before submitting our plans, we thoroughly reviewed the City of Fridley's ADU requirements to ensure we met all necessary standards. Our plans clearly and explicitly distinguish between the ADU area and the principal space (main house). Even then, multiple references were made to the principal living space, which was clearly labeled as not part of the ADU. We did our due diligence, followed the city's published guidelines, and responded to the city's comments and requests through the portal. I expected a fair and professional review process.

One of the most troubling aspects of the meeting was the unprofessional and dismissive tone of the building inspector, Tony. Throughout the meeting, he repeatedly expressed doubt by stating he was "not buying" our explanations despite us providing clear, factual responses. This accusatory and unprofessional attitude left us feeling unfairly targeted and disrespected, especially as responsible homeowners who have made every effort to follow city regulations. We know about the requirements related to permitting and have followed them strictly. All projects that required permits were obtained correctly, completed, and documented in full compliance with the Minnesota State Building Code, as adopted by the City of Fridley. These projects include a side door installation and bathroom remodel in 2022. We fully understand what types of work require permits and what types do not. We will continue to adhere to code requirements in any future remodeling or renovation projects. **We categorically reject the insinuation that we have conducted any unpermitted work that should have been permitted.**

We were also appalled to hear city representatives make assumptions based on online photos from Zillow or similar sites. It is completely inappropriate to make baseless accusations or judgments using outdated or inaccurate images. If the city has concerns about the ADU's habitability or safety, we welcome a formal life safety check to ensure that the space meets all applicable standards. Additionally, we understand that a rental inspection will be required to obtain the rental license, and we are fully prepared to comply with this process as well. These inspections will not only verify the safety of the ADU but also address any doubts the city may have regarding the condition of the space.

Furthermore, there were inconsistencies regarding parking requirements. City code clearly states that two parking stalls are required per dwelling unit, yet during the meeting, Stacy stated that each bedroom required a parking stall. This statement is factually incorrect and not aligned with the city code. We have more than adequate parking, including a 1,400-square-foot driveway and a three-car garage. Our parking configuration exceeds what is required by the code.

We also take strong issue with the inappropriate comments regarding rental use and occupant limitations. The city's own media and handouts clearly state that ADUs can assist homeowners with rental income. Yet, during the meeting, representatives repeatedly stated that ADUs are not intended to generate income and even suggested that renting to college students is not acceptable. This discriminatory stance is not only unprofessional but also contradicts the city's stated goals of expanding affordable housing options. The city does not have the authority to impose subjective limitations on how homeowners use their compliant spaces.

Finally, the suggestion to reduce the number of bedrooms from five to two or three in order to gain approval was both unreasonable and arbitrary. Our ADU is fully compliant with the city's requirements, including not exceeding 50% of the principal structure. It is an internally attached space (the basement), requiring no new construction. We have no intention of reducing the size of the ADU as it is already compliant. If the city believes otherwise, we expect a formal, written denial that clearly outlines specific violations.

Since the meeting, we have consulted with professionals to understand our rights and responsibilities better. We remain confident that our project is compliant and prepared to address any legitimate concerns. Still, without a clear, factual basis, we will not be pressured into unnecessary changes or revisions.

We are not asking for special treatment—only to be treated fairly and respectfully. Our intention is to create a beautiful, safe, and affordable living space that aligns with the city's stated vision of increasing housing opportunities. As homeowners and residents, we deserve transparency, consistency, and professionalism from city officials.

If the city has any specific and legitimate concerns, we expect them to be addressed in a formal written response. We are fully prepared to address factual issues and correct any legitimate discrepancies, but we will not tolerate being subjected to assumptions, misinformation, or arbitrary demands.

Please ensure that this message is shared with the rest of the team who attended the meeting. It addresses issues involving multiple city representatives.

We look forward to hearing from you about our concerns and an update on our application.

Best regards,

Hamdi Barre
6187 Heather Cir



Fridley Civic Campus

April 1, 2025

Mrs. Hamdi Barre
6187 Heather Circle
Fridley, MN 55432

RE: ADU Permit for 6187 Heather Circle

Dear Mrs. Barre:

The City of Fridley is in receipt of your application for an Accessory Dwelling Unit for your property located at 6187 Heather Circle N.E. The City is also in receipt of your email dated March 24, 2025, where you stated your concerns about City staff's meeting with your family concerning the permit application. The City was not trying to be adversarial when it met with you and your family, but rather because the ADU permit involves many City departments (Planning and Zoning, Fire, Building Permits, Rental Licensing, and the City Attorney) it wanted to ensure that all City staff members were present in order to make certain that all questions could be answered in an efficient manner.

Section 205.04 (5)(e) of the City Zoning Code sets forth the standards for Accessory Dwelling Units (ADUs) within the City of Fridley. Please note that your application for an ADU does not meet the following requirements that are set forth in this Section of the Zoning Code:

- a. *There shall be no more than one accessory dwelling unit permitted per lot.* In your application, you propose to add five bedrooms and two bathrooms to the basement of the house and rent these bedrooms to potentially five different groups of people. Because Fridley's city code 205.03 allows no more than five unrelated persons to occupy one dwelling unit, this proposal would require more than one ADU for the property. Because you are proposing more than one accessory dwelling unit for your property, your permit application does not meet this requirement.
- b. *Accessory dwelling units in combination with their associated principal structure must conform to Zoning Code requirements for single family dwellings, including but not limited to setback, height, impervious surface, curb cut and driveway, and accessory structure standards. The accessory dwelling must meet current Building, Plumbing, Electrical, Mechanical, and Fire Code provisions including there must be fire or emergency access to the accessory dwelling unit.* At our meeting, you informed City staff that the additional

bedrooms in the basement had already been constructed. In addition, the egress windows have already been installed. Creating new rooms requires that you obtain a building permit from the City. The one lower-level egress window was permitted under RB24-00391; however, installation of a permitted egress window does not indicate a bedroom is permitted. Further, permits related to lower-level bathrooms (ER22-000137; PR22-000055; RB22-00256; MR22-000127) expired without passing all required inspections and thus the work is not permitted. In addition, with the parking situation detailed below, there is no fire or emergency access to the ADUs because fire trucks and emergency vehicles are not able to access Heather Circle due to the number of vehicles being parked in the street. Therefore, the ADU application does not demonstrate compliance with the Building Code and the Fire Code.

- c. *The home and the accessory dwelling unit together must have adequate off-street parking for any use on the lot. Parking spaces may be garage spaces or paved outside parking spaces.* Your property is located in the R-1 zoning district. A minimum of two off-street parking stalls are required for each dwelling unit in the R-1 district. In this case, the application indicates that there are three garage spaces and a driveway. The amended parking plan submitted with your proposal shows multiple parking spaces within the Right of Way portion of the driveway, and within the cul-de-sac. These locations do not comprise off-street parking. Additionally, the parking stalls shown on the driveway are not dimensioned to show compliance with the minimum parking stall requirements for parking stalls. Therefore, the requirement for adequate off-street parking is also not met.

It is important to note that despite the ADU not being authorized, the City has received complaints about there being excessive parking in the cul-de-sac of Heather Circle which is limiting other residents' off-street parking and also interfering with garbage removal, emergency vehicle access, and snow removal (the City's winter parking regulations do not allow any overnight off-street parking between November 1st- April 1st). Therefore, if there was adequate off-street parking for the house without the ADU added, there would not be these issues. By adding multiple ADUs to the house given the current parking situation, there will be additional parking issues, and the parking will not be adequate.

This letter is to inform you that based on the above reasons, your application for an ADU is hereby denied. It should be noted that City staff has made this determination based on the plans that you submitted and the City Assessor's records and not based on assumptions from Zillow or other online property sites. Also, regardless of this determination, you will need to follow up with the City to obtain after-the-fact building permits and inspections for the work that was performed to add the additional bedrooms and bathroom to the lower level of the home.

Please be advised that if you do not agree with City staff's decision regarding your application, you may appeal the decision to the Planning Commission which serves as the City's Board of Appeals and Adjustment. Your appeal must be submitted to Community Development Director Scott Hickok in writing, and you must clearly describe the code section under appeal, the facts of the matter, and your mailing address. The Planning Commission will then hold a public hearing

on the appeal. The Planning Commission may reverse or affirm wholly or partly or may modify City staff's decision. You must file your appeal within 14 business days of the date of this letter.

Please contact me at 763-572-3590 or Scott.Hickok@FridleyMN.gov if you have any questions.

Sincerely,



Scott Hickok
Community Development Director

From: Hamdi Barre <hamdibarre72@yahoo.com>
Sent: Monday, April 21, 2025 2:31 PM
To: Hickok, Scott <Scott.Hickok@fridley.mn.gov>
Subject: Appeal of ADU Permit Denial 6187 Heather Cir

You don't often get email from hamdibarre72@yahoo.com. [Learn why this is important](#)

Dear Mr. Hickok,

I am writing to formally appeal the City of Fridley's decision to deny my application for an Accessory Dwelling Unit (ADU) at 6187 Heather Circle, as outlined in your letter dated April 1, 2025. I believe the denial is based on misinterpretations of my application and inaccurate assumptions about my compliance with city codes. I respectfully request that the Planning Commission review my application and overturn this decision, granting approval for the ADU permit. Below, I address each reason for denial and reiterate my concerns about the process, as initially expressed in my email to Nancy Abts on March 24, 2025.

Response to Denial Reasons

1. Clarification on the Number of ADUs

Your letter states that my application proposes more than one ADU, violating Section 205.04(5)(e) of the Zoning Code, which permits only one ADU per lot. This interpretation is incorrect. My application proposes a *single* ADU in the basement of my home, consisting of five bedrooms and two bathrooms. This space is intended to be rented as one cohesive unit to a single tenant or family—not to multiple separate groups. The city's assumption that I plan to rent to five different groups misaligns with my stated intent and the Zoning Code's allowance for up to five unrelated persons to occupy one dwelling unit (Section 205.03). I have consistently distinguished between the ADU and the principal living space in my plans, as noted in my original email, and I am not proposing multiple ADUs. This misunderstanding should not serve as grounds for denial.

2. Compliance with Building and Fire Codes

The denial cites non-compliance with building and fire codes, specifically mentioning unpermitted work and inadequate emergency access due to parking. I strongly dispute these claims. As I emphasized in my email, we take code compliance seriously and have followed all permitting requirements diligently. The egress window in the basement was permitted under RB2400391, and while the city claims that permits for the lower-level bathrooms (ER22-000137, PR22-000055, RB22-00256, MR22-000127) expired without passing inspections, I have documentation proving that all required inspections were completed and passed. I am prepared to submit this evidence to the Planning Commission for verification.

Regarding emergency access, the city's concern about parking obstructing fire trucks is unfounded given my property's parking capacity. We have a three-car garage and a 1,400-square-foot driveway,

which far exceeds the minimum requirements. I address the parking specifics further below, but these assets ensure that emergency vehicles can access Heather Circle without obstruction. The ADU fully complies with the Minnesota State Building Code, as adopted by Fridley, and I welcome a formal life safety check to confirm this, as offered in my email.

3. Adequate Off-Street Parking

The city asserts that my parking plan includes spaces in the right-of-way and cul-de-sac, which do not qualify as off-street parking, and that the driveway stalls lack proper dimensions. This is inaccurate. My property's three-car garage and expansive driveway provide ample off-street parking for both the principal dwelling and the ADU. In response to the city's feedback, I have revised my parking plan to exclude any spaces in the right-of-way or cul-de-sac, ensuring all parking is on my property. The revised plan includes [number] spaces, each measuring [dimensions], which meet or exceed the Zoning Code's minimum stall requirements (two spaces per dwelling unit in the R-1 district). As I noted in my email, the city's suggestion during the meeting that each bedroom requires a parking stall contradicts the code, and my configuration aligns with the actual standard. Complaints about parking in the cul-de-sac predate my ADU application and should not be attributed to this proposal, especially since my revised plan resolves any such issues.

Additional Concerns from the Review Process

Beyond addressing the denial reasons, I must reiterate concerns from my original email about the city's handling of my application:

- **Unprofessional Conduct:** The meeting on March 24, 2025, was presented as a collaborative discussion but felt accusatory and hostile. Building Inspector Tony's dismissive remarks, such as "not buying" our factual explanations, undermined a fair review. This tone persisted despite our clear compliance efforts.
- **Inconsistent Standards:** The city suggested reducing the ADU's bedrooms from five to two or three, an arbitrary demand not supported by the Zoning Code, which only limits ADUs to 50% of the principal structure's size—a threshold my basement ADU meets. Similarly, comments that ADUs are not for rental income contradict the city's own promotion of ADUs as affordable housing options. My intent to rent aligns with this vision, and the city should not impose subjective restrictions on compliant use.
- **Reliance on Assumptions:** While your letter clarifies that the denial was not based on Zillow photos, the meeting included references to outdated online images, which I found inappropriate. Decisions must rest on submitted plans and verified facts, which I have provided.

Request for a Fair Review

I am confident that my ADU application complies with all applicable Zoning Code requirements, as supported by the clarifications and evidence above. I urge the Planning Commission to conduct a fair, transparent, and unbiased review of my application, considering the revised parking plan and permit documentation I am prepared to submit. My goal is to create a safe, compliant, and affordable living space that enhances Fridley's housing options—consistent with the city's stated objectives. I am not seeking special treatment, only the professional and respectful process I outlined in my email.

Thank you for considering this appeal. I look forward to presenting my case at the Planning Commission's public hearing. Please contact me at hamdibarre72@yahoo.com, if additional information is needed prior to the review.

Sincerely,

Hamdi Barre

Ordinance No. 1400

Amending the Fridley City Code Chapter 205, Zoning, to Allow Accessory Dwelling Units (ADUs)

The City Council of the City of Fridley does ordain, after review, examination and staff recommendation that the Fridley City Code be amended as follows:

Section 1

That Chapter 205 of the City Code entitled "Zoning" be hereby amended as follows:

Fridley City Code Chapter 205 Zoning

205.03 Definitions

Accessory Dwelling Unit (ADU): a subordinate habitable permanent dwelling unit complying with the Minnesota State Building Code, which is located on a lot with a principal single-family residential dwelling (principal structure). The following are the types of accessory dwelling units:

1. An attached accessory dwelling unit that is located within the same structure as a principal structure, as illustrated in Exhibit 1.

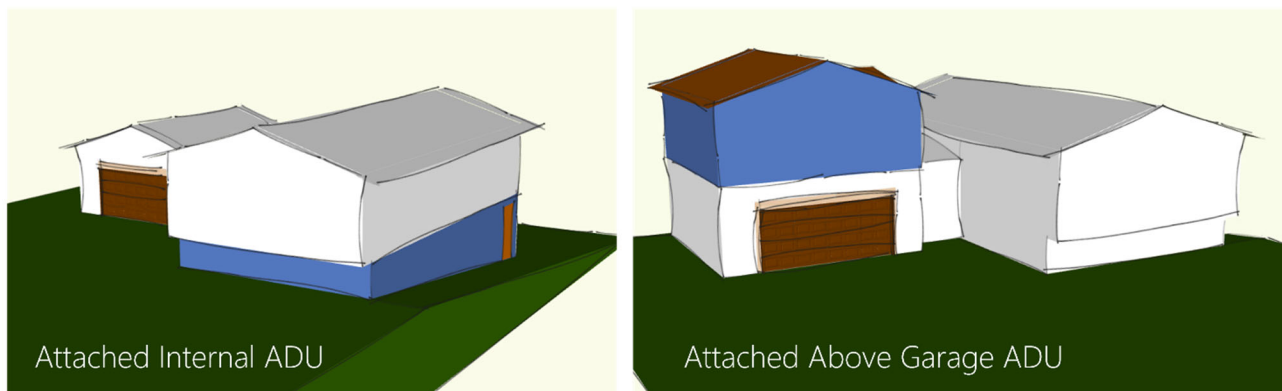


Exhibit 1: Attached Accessory Dwelling Units

2. A detached accessory dwelling unit that is located as a freestanding structure on the same lot as the principal structure. The freestanding structure may also contain a detached garage, as illustrated in Exhibit 2.

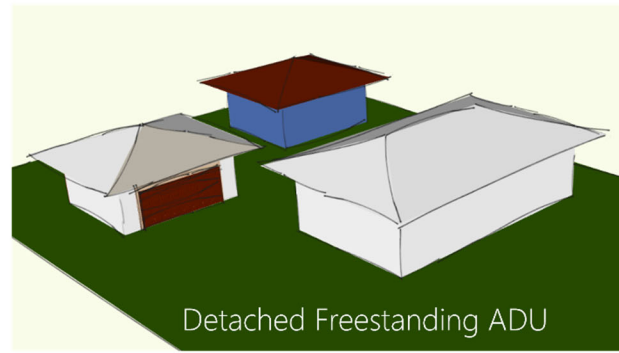
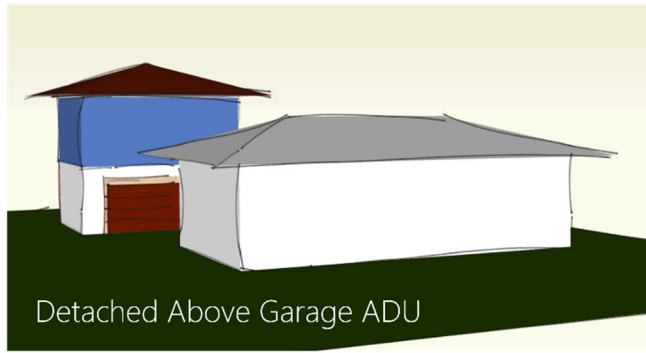


Exhibit 2: Detached ADUs

Habitable: meeting the Minimum Standards for Principal Structures, including ensuring that the unit has the kitchen facilities, toilet facilities, lavatory sink, bathtub or shower, electric outlets, heating, natural light and ventilation, minimum ceiling height, egress, referenced in Chapter 220 of the City Code.

Owner Occupancy: a property owner, as reflected in property records, makes their legal residence at the site, as evidenced by the property's residential homestead classification.

Section 2

That Chapter 205 of the City Code entitled "Zoning" be hereby amended as follows:

Fridley City Code Chapter 205 Zoning

205.04 General Provisions

5. Accessory Buildings and Structures

- (a) No accessory building or structure shall be permitted on any lot prior to the time of the issuance of the building permit for the construction of the principal building.
- (b) Accessory buildings and structures are permitted in the rear yard and side yard only, subject to the following restrictions:
 - (1) Accessory buildings and structures in the rear yard shall not be any closer than three feet to any lot line.
 - (2) Accessory buildings and structures in the side yards shall not be any closer than five feet to any lot line except in the case of additions to existing, attached single-car garages, where the side yard may be reduced to less than five feet from the property line, provided the expanded garage will be no wider than 22 feet.

((a)) The setback for an addition to an attached single-car garage may be reduced to three feet from the side lot line if the nearest structure on the adjacent lot is:

((1)) a living area located at least 10 feet from the lot line; or

((2)) a double-car garage which is located at least five feet from the lot line.

- (3) All exterior walls of attached garages less than five feet from the property line, must be constructed of materials approved for one-hour fire resistance on the inside with no unprotected openings allowed. The maximum roof projection is limited to two feet.
- (4) Any accessory building or structure within three feet of the principal building shall be considered attached and a part of the principal building for applying setback regulations.
- (5) Unless otherwise herein specified, no accessory building or structure shall exceed the height or the size of the principal building.
- (6) Accessory buildings or structures shall not occupy more than 35% of the area of a required rear yard.
- (c) The building height limits for principal buildings established herein for districts shall not apply to belfries, cupolas, domes, spires, monuments, airway beacons, radio towers, windmills, flagpoles, chimneys, flues, bulkheads, elevators, water tanks, poles, towers and other structures for essential services, nor to similar structures or necessary mechanical appurtenances extending above the roof of any building and not occupying more than 25% of the area of such roof.
- (d) In the event there is a request to place a structure that is over 200 feet in height, the Commissioner of Transportation shall be notified of the proposed structure.
- (e) Detached single family dwellings may have an Accessory Dwelling Unit (ADU). ADUs shall comply with all of the following requirements:
 - (1) An accessory dwelling unit shall only be permitted on a lot with a detached single-family dwelling. No accessory dwelling unit shall be permitted upon a lot on which more than one residential dwelling is located.
 - (2) There shall be no more than one accessory dwelling unit permitted per lot.

- (3) The accessory dwelling unit shall not be sold or conveyed independently of the principal residential dwelling and may not be on a separate tax parcel. A parcel with a principal structure and an ADU may not be subdivided through any means including, but not limited to, filing of a plat, a waiver of platting, lot split, a Common Interest Community, or a registered land survey.
- (4) Either the ADU or the principal dwelling shall be occupied by the property owner. There should be a restriction recorded against the property requiring owner occupancy with respect to at least one of the units. A rental license for the non-owner-occupied unit is required.
- (5) An accessory dwelling unit shall be no more than 50 percent of the finished square footage of the principal structure. Notwithstanding this provision, if the accessory dwelling unit is completely located on a single floor of a preexisting structure, the City Manager or their designee may allow increased size in order to efficiently use all floor area on a single floor.
- (6) The accessory dwelling unit shall contain a minimum of 250 square feet of habitable space.
- (7) The exterior appearance of the accessory dwelling unit shall be architecturally compatible with principal structure's siding, color schemes, roofing materials, roof type and roof pitch.
- (8) The accessory dwelling unit shall have a separate address from the principal structure and shall be identified with address numbers assigned by the City.
- (9) A detached accessory dwelling unit shall have a water and sewer connection to directly to the respective utility main within the public right of way, or if direct connection is impractical, to the existing water and sewer connection at a location on the service to the principal structure. Utility service shall be in conformance with building codes and utility provider requirements.
- (10) Accessory dwelling units in combination with their associated principal structure must conform to Zoning Code requirements for single family dwellings, including but not limited to setback, height, impervious surface, curb cut and driveway, and accessory structure standards. The accessory dwelling unit must meet current Building, Plumbing, Electrical, Mechanical, and Fire Code provisions including there must be fire or emergency vehicle access to the accessory dwelling unit.
- (11) Any exterior stairway which accesses an accessory dwelling unit above the first floor shall be located in a way to minimize visibility from the street and, to the extent possible, from neighboring property.

- (12) Balconies and decks above the ground floor shall not directly face an adjacent residential property's interior side yard or interior rear yard, but may face a public right of way, waterway or nonresidential property. Rooftop decks for an accessory dwelling unit are not allowed.
- (13) The home and the accessory dwelling unit together must have adequate off-street parking for any use on the lot. Parking spaces may be garage spaces or paved outside parking spaces.
- (14) Detached accessory dwelling units shall also comply with the following additional requirements:
- ((a)) For construction of a new detached building, the accessory dwelling unit shall be separated from the principal structure by a minimum of five feet; and
 - ((b)) The accessory dwelling unit shall be located on a frost-protected foundation.
- (15) Accessory dwelling units that are detached from the principal structure shall comply with the regulations for accessory structures set forth in Section 205.04 (5) of the Zoning Code (General Provisions for Accessory Buildings & Structures) with the following exceptions:
- ((a)) Detached accessory dwelling units shall be located a minimum of 10 feet from any side or rear lot line, unless the rear lot line is adjacent to an alley, in which case the setback may be reduced as provided for in Section 205.04(5) of the Zoning Code.
 - ((b)) An accessory dwelling unit constructed above a detached garage shall not exceed 21 feet in height. Detached accessory dwelling units not constructed above a garage shall comply with the applicable height limit for accessory structures in the district where they are located.

Section 3

That Chapter 205 of the City Code entitled "Zoning" be hereby amended as follows:

Fridley City Code Chapter 205 Zoning

205.07 R-1 One Family Dwelling District Regulations

2. Accessory Uses

b. A second garage or accessory building over 200 square feet provided the following criteria are met:

i. The combined total floor area of all accessory buildings shall not exceed 1,400 square feet.

ii. The maximum height for all accessory buildings shall not exceed ~~fourteen~~ (14) feet above grade at the midspan of roof. Midspan for purposes of this ordinance shall be described as the midpoint between the eave line and the highest point on the building's roof, as measured at the front elevation of the structure.

iii. Accessory building shall not be used for a home occupation or ~~as a dwelling~~.

h. An Attached Accessory Dwelling Unit, provided the criteria established in this Chapter are met.

3. Uses Permitted with a Special Use Permit. The following are uses permitted with a Special Use Permit in R-1 Districts:

g. A Detached Accessory Dwelling Unit, Provided the criteria established in this Chapter are met.

Section 4

That Chapter 205 of the City Code entitled "Zoning" be hereby amended as follows:

Fridley City Code Chapter 205 Zoning

205.08 R-2 Two Family Dwelling District Regulations

2. Accessory Uses

a. Only two accessory buildings allowed per dwelling unit. Accessory buildings shall not be used for a home occupation or ~~as a dwelling~~.

i. An Attached Accessory Dwelling Unit, provided the criteria established in this Chapter are met.

3. Uses Permitted with A Special Use Permit. The following are uses permitted with a Special Use Permit in R-2 Districts:

g. A Detached Accessory Dwelling Unit serving a detached single family dwelling, provided the criteria established in this Chapter are met.

Section 5

That Chapter 205 of the City Code entitled "Zoning" be hereby amended as follows:

Fridley City Code Chapter 205 Zoning

205.09 R-3 General Multiple Dwelling District Regulations

2. Accessory Uses

i. An Attached Accessory Dwelling Unit, provided the criteria established in this Chapter are met.

3. Uses Permitted with a Special Use Permit. The following are uses permitted with a Special Use Permit in R-3 Districts.

o. A Detached Accessory Dwelling Unit serving a detached single family dwelling, provided the criteria established in this Chapter are met.

Section 6

That Chapter 205 of the City Code entitled "Zoning" be hereby amended as follows:

Fridley City Code Chapter 205 Zoning

205.23 S-1 Hyde Park Neighborhood District Regulations

2. Accessory Uses

b. A second garage or accessory building over 200 square feet provided the following criteria are met:

i. The combined total floor area of all accessory buildings shall not exceed 1,400 square feet.

ii. The maximum height for all accessory buildings shall not exceed ~~fourteen~~ (14) feet above grade at the midspan of the roof. Midspan for purposes of this ordinance shall be described as the midpoint between the eave line and the highest point on the building's roof, as measured at the front elevation of the structure.

iii. Accessory building shall not be used for a home occupation ~~or as a dwelling~~.

h. An Attached Accessory Dwelling Unit, provided the criteria established in this Chapter are met.

3. Uses Permitted with a Special Use Permit. The following are uses permitted with a Special Use Permit in the Hyde Park Neighborhood District.

a. A Detached Accessory Dwelling Unit serving a detached single family dwelling, provided the criteria established in this Chapter are met.

3.4. Existing Uses

4.5. Uses Excluded. The following are excluded uses in the S-1 District:

Passed and adopted by the City Council of the City of Fridley on this 11th day of April, 2022.



Scott J. Lund - Mayor



Melissa Moore - City Clerk

Public Hearing: March 28, 2022

First Reading: March 28, 2022

Second Reading: April 11, 2022

Publication: April 15, 2022

Abts, Nancy

From: Maghrak, Pat
Sent: Monday, May 19, 2025 12:43 PM
To: Abts, Nancy
Subject: 6187 Heather Circle

Hi Nancy,

This home was permitted for construction in 1982 and was partially complete at years end when the assessor inspected it. They note 5 bedrooms on 10/15/1982. It was inspected again in 1986, 1990, 1994, 1998, 2002, 2006 and 2011 with all reporting no change to the number of bedrooms. Inspection in 2016 notes the addition of 4 bedrooms to the record for a total of 9. The number of bedrooms remained at 9 for the 2021 inspection and remains at 9 to this day. We would only be aware of additional bedrooms beyond the nine we have verified if permits were pulled, or at our next scheduled review inspection during the summer of 2026.

We also note MLS #4412998 from 2013 in which the listing agency cites 5 bedrooms with 4 on the upper level and one on the main floor. Another listing, MLS #4825195 from May of 2017 cites 6 bedrooms with 5 on the upper level and one on the main floor.

Kind regards,

Patrick

Date	Record	Details
6/22/1982	Building Permit - 16647	Construct an approx. 42' x 42' Dwelling and an approx. 38' x 24' Garage. Sq Ft 2831+752
7/14/1982	Plumbing Permit - 8844	Single Family Frame Dwelling.
10/15/1982	Assessor inspection	5 Bedrooms; 4 bathrooms (2@3/4 bath, 2@full)
11/1/1982	Plumbing Permit inspection record	1@3/4 basement, 1@3/4 1 st , 2@full 2 nd floor
1986	Assessor inspection	No change to number of bedrooms (5)
1990	Assessor inspection	No change to number of bedrooms (5)
1994	Assessor inspection	No change to number of bedrooms (5)
1998	Assessor inspection	No change to number of bedrooms (5)
2/18/1999	Building permit - 028,925	Reroof House & Garage (50 sq) Tear-off
2002	Assessor inspection	No change to number of bedrooms (5)
10/25/2004	Heating Permit - Residential - Addition/Alteration 2004-01972	Gas log BTU Input 20,000
2006	Assessor inspection	No change to number of bedrooms (5)
2013	MLS #4412998	5 bedrooms
11/4/2013	Assessor inspection	No change to number of bedrooms (5)
12/2/2013	Heating Permit - 2013-02611 - Residential - Furnace - Air Conditioning	Install/replace 3 furnances and 2 air conditioners
12/4/2013	Electrical Permit - 2013-02636 - Residential - Elec Circuits	Wire/Reconnect 3 furnaces and 2 air conditioners
3/18/2014	Building Permit - 2014-00378 - Residential - Remodel	Remodel Interior Updating Kitchen Master Bedroom
4/8/2014	Plumbing Permit - 2014-00579 - Residential Remodel - Replace Fixtures 9.	Replace fixture in master bath. Add shower. 3 bath sink/lav, 1 bathtub, 1 dishwasher, 1 kitchen sink, 1 shower, 2 WC
4/10/2014	Heating Permit - 2014-005599 - Residential Remodel	Kitchen Hood, Duct Work, and Bath Fan
4/17/2014	Electrical Permit - 2014-00655 - Residential - Elec Circuits	Kitchen and Basement Master Bath
8/19/2015	Building Permit - 2015-02849 - Residential - Roofing	Tear off and reroof house and attached garage 45 SQ
2016	Assessor inspection	Addition of 4 bedrooms, for a total of 9
May 2017	MLS #4825195	6 bedrooms, 4 bathrooms (2@3/4, 2@full)
4/27/2018	Electrical Permit - 2018-00741 - Residential - Elec Services, New	200 Amp Service Upgrade w/40 Reconnects: Install new underground meter and lead center.
9/18/2018	Plumbing Permit - 2018-01868 - Residential Remodel - Replacment	Replace dishwasher
1/29/2020	Building Permit - 2020-00158 - Residential - Remodel	Add exterior door to side of house in lower level, 36" x 80"
2021	Assessor inspection	Total of 9 bedrooms
6/15/2022	Mechanical Permit MR22-000046 for AC replacement	Expired, no final inspection
6/16/2022	Plumbing Permit PR22-000055 for new bathroom	Rough in inspection only, no final. Expired.
6/23/2022	Building Permit RB22-000256 for storage closet to bathroom renovation	Plans with minimal detail.
8/1/2022	Electrical Permit ER22-000137 for bathroom switch	No inspections. Expired.
8/1/2022	Mechanical Permit MR22-000127 for bathroom fan	No inspections. Expired.
10/23/2023	Plumbing Permit - PR23-000432 for dishwasher	No inspections. Expired.
7/24/2024	Building Permit RB24-000391 for egress window	Inspection passed 8/22/24 by DJ

Date	Record	Details
12/4/2019	Police citation record	overnight parking 2x
1/25/2022	Police citation record	Snow removal parking
1/27/2022	Police citation record	Snow removal parking
3/23/2022	Recycling interruption	Photo provided
12/22/2022	Police citation record	Snow removal parking x2
3/16/2023	Code enforcement case	Outdoor storage
6/1/2023	Code enforcement case	Parking, garbage (inspection only; no violations found)
12/30/2023	Recycling interruption	Photo provided
3/28/2024	Police citation record	Parking parallel to curb x3
5/31/2024	Code enforcement notice	Long grass

1300.0120 PERMITS.

Subpart 1. **Required.** An owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert, or replace any gas, mechanical, electrical, plumbing system, or other equipment, the installation of which is regulated by the code; or cause any such work to be done, shall first make application to the building official and obtain the required permit.

Subp. 2. **Annual permit.** In lieu of an individual permit for each alteration to an already approved electrical, gas, mechanical, or plumbing installation, the building official may issue an annual permit upon application for the permit to any person, firm, or corporation regularly employing one or more qualified trade persons in the building, structure, or on the premises owned or operated by the applicant for the permit.

Subp. 3. **Annual permit records.** The person to whom an annual permit is issued shall keep a detailed record of alterations made under the annual permit. The building official shall have access to the records at all times or the records shall be filed with the building official as designated.

Subp. 4. **Work exempt from permit.** Exemptions from permit requirements of the code do not authorize work to be done in any manner in violation of the code or any other laws or ordinances of this jurisdiction. Permits shall not be required for the following:

A. Building:

(1) one-story detached accessory structures, used as tool and storage sheds, playhouses, and similar uses, provided the floor area does not exceed 200 square feet (18.58 m²);

(2) fences not over seven feet (2,134 mm) high;

(3) oil derricks;

(4) retaining walls that are not over four feet (1,219 mm) in height measured from the bottom of the footing to the top of the wall, unless supporting a surcharge or impounding Class I, II, or III-A liquids;

(5) water tanks supported directly upon grade if the capacity does not exceed 5,000 gallons (18,927 L) and the ratio of height to diameter or width does not exceed 2 to 1;

(6) sidewalks and driveways that are not part of an accessible route;

(7) decks and platforms not more than 30 inches (762 mm) above adjacent grade and not attached to a structure with frost footings and which is not part of an accessible route;

(8) painting, papering, tiling, carpeting, cabinets, countertops, and similar finish work;

(9) temporary motion picture, television, and theater stage sets and scenery;

(10) prefabricated swimming pools installed entirely above ground accessory to dwelling units constructed to the provisions of the International Residential Code or R-3 occupancies

constructed to the provisions of the International Building Code, which do not exceed both 5,000 gallons in capacity (18,925 L) and a 24-inch (610 mm) depth;

(11) window awnings supported by an exterior wall that do not project more than 54 inches (1,372 mm) from the exterior wall and do not require additional support, when constructed under the International Residential Code or Group R-3 and Group U occupancies constructed to the provisions of the International Building Code;

(12) movable cases, counters, and partitions not over five feet, nine inches (1,753 mm) in height;

(13) swings and other playground equipment; and

(14) electric substation facilities, including:

(a) foundations that support electrical equipment;

(b) foundations and enclosures affixed with an Interstate Industrialized Buildings Commission (IIBC) label that contain electrical equipment only; and

(c) fencing that encloses the substation facilities or any part thereof.

Unless otherwise exempted, plumbing, electrical, and mechanical permits are required for subitems (1) to (14).

B. Gas:

(1) portable heating, cooking, or clothes drying appliances;

(2) replacement of any minor part that does not alter approval of equipment or make the equipment unsafe; and

(3) portable fuel cell appliances that are not connected to a fixed piping system and are not interconnected to a power grid.

C. Mechanical:

(1) portable heating appliances;

(2) portable ventilation appliances and equipment;

(3) portable cooling units;

(4) steam, hot, or chilled water piping within any heating or cooling equipment regulated by this code;

(5) replacement of any part that does not alter approval of equipment or make the equipment unsafe;

(6) portable evaporative coolers;

(7) self-contained refrigeration systems containing ten pounds (4.5 kg) or less of refrigerant or that are actuated by motors of one horsepower (0.75 kW) or less; and

(8) portable fuel cell appliances that are not connected to a fixed piping system and are not interconnected to a power grid.

D. **Electrical:** a municipality must not require an electrical permit if the work falls under the jurisdiction of the commissioner or if the work is exempt from inspection under Minnesota Statutes, section 326B.36, subdivision 7. This exemption does not exempt the work from other State Building Code requirements relating to electrical equipment.

Subp. 5. **Emergency repairs.** If equipment replacements and repairs must be performed in an emergency situation, the permit application shall be submitted to the building official within the next working business day.

Subp. 6. **Repairs.** Application or notice to the building official is not required for ordinary repairs to structures. The repairs shall not include the opening or removal of any wall, partition, or portion of a wall or partition, the removal or cutting of any structural beam or load bearing support, or the removal or change of any required means of egress, or rearrangement of parts of a structure affecting the egress requirements; nor shall ordinary repairs include addition to, alteration of, replacement, or relocation of any standpipe, water supply, sewer, drainage, drain leader, gas, soil, waste, vent or similar piping, electric wiring, or mechanical or other work affecting public health or general safety.

Subp. 7. **Application for permit.** To obtain a permit, the applicant shall file an application in writing on a form furnished by the Department of Building Safety for that purpose. The application shall:

A. identify and describe the work to be covered by the permit for which application is made;

B. describe the land on which the proposed work is to be done by legal description, street address, or similar description that will readily identify and definitely locate the proposed building or work;

C. indicate the use and occupancy for which the proposed work is intended;

D. indicate the type of construction;

E. be accompanied by construction documents and other information as required by the code;

F. state the valuation of the proposed work;

G. be signed by the applicant, or the applicant's authorized agent; and

H. give other data and information required by the building official.

Subp. 8. **Action on application.** The building official shall examine or cause to be examined applications for permits and amendments within a reasonable time after filing. If the application

or the construction documents do not conform to the requirements of pertinent laws, the building official shall reject the application and notify the applicant of the reasons. The building official shall document the reasons for rejecting the application. The applicant may request written documentation of the rejection and the reasons for the rejection. When the building official is satisfied that the proposed work conforms to the requirements of the code and applicable laws and ordinances, the building official shall issue a permit.

Subp. 9. Time limitation of application. An application for a permit for any proposed work shall be considered abandoned 180 days after the date of filing, unless the application has been pursued in good faith or a permit has been issued; except that the building official is authorized to grant one or more extensions of time for additional periods not exceeding 180 days each. The extension shall be requested in writing and justifiable cause demonstrated.

Subp. 10. Validity of permit. The issuance or granting of a permit or approval of plans, specifications, and computations, shall not be construed to be a permit for any violation of the code or of any other ordinance of the jurisdiction. Permits presuming to give authority to violate or cancel the provisions of the code or other ordinances of the jurisdiction are not valid. Any permit issued becomes invalid if the work authorized by the permit is suspended or abandoned for more than 180 days. The 180 days commences the first day the work was suspended or abandoned.

Subp. 11. Expiration. Every permit issued expires unless the work authorized by the permit is commenced within 180 days after its issuance. The building official shall grant, in writing, extensions of time, for periods not more than 180 days each if the applicant demonstrates justifiable cause for the extension to the building official.

Subp. 12. Suspension or revocation. The building official may suspend or revoke a permit issued under the code if the permit is issued in error; on the basis of incorrect, inaccurate, or incomplete information; or in violation of any ordinance or regulation or the code.

Subp. 13. Information and placement of permit. The building permit or a copy shall be kept on the site of the work until the completion of the project. Pursuant to Minnesota Statutes, section 15.41, the permit shall specify the name and address of the applicant, and the general contractor, if one exists. All construction permits shall be posted in a conspicuous and accessible place at the premises or site of construction.

Subp. 14. Responsibility. Every person who performs work for the installation or repair of building, structure, electrical, gas, mechanical, or plumbing systems, for which the code is applicable, shall comply with the code. The person, firm, or organization securing the permit is responsible for code compliance for the work being performed.

Statutory Authority: *MS s 16B.59; 16B.61; 16B.64; 326B.02; 326B.101; 326B.106; 326B.13*

History: *27 SR 1471; 32 SR 5; L 2007 c 140 art 4 s 61; art 13 s 4; 39 SR 91; 44 SR 537*

Published Electronically: *March 31, 2020*

From: Hamdi Barre <hamdibarre72@yahoo.com>
Sent: Tuesday, June 10, 2025 1:40 PM
To: Hickok, Scott <Scott.Hickok@fridleymn.gov>
Subject: 6187 ADU City Council Appeal

Hi Scott,

I am writing to formally request an appeal to the city council regarding the boards decision to uphold the denial of our ADU application. Please advise on the next steps.

Best,

Hamdi Barre
 6187 heather cir
 Fridley MN 55432

[Sent from Yahoo Mail for iPhone](#)

On Monday, June 16, 2025 at 08:26:08 AM CDT, Abts, Nancy <nancy.abts@fridleymn.gov> wrote:

Hello Hamdi,

The City has received your email requesting an appeal to the City Council.

The Appeals procedure in City Code Section 205.05 requires that the appeal “must include a statement of the alleged errors or omissions of the Planning Commission (Board of [Appeals and] Adjustments).” Your email does not include this information.

In order for this request for an appeal to be considered complete, you must provide a written statement of the alleged errors or omissions of the Planning Commission.

If this information is provided, the City Council will be able review your appeal. The City Council's review will be of the record and recommendation created by the Planning Commission.

Nancy S. Abts, AICP

Senior Planner | Mon-Thurs, 8:00 am – 4:30 pm
 City of Fridley | Community Development Department

Direct: 763-572-3593

7071 University Ave. N.E., Fridley, MN 55432

Nancy.Abts@FridleyMN.gov | FridleyMN.gov



From: Hamdi Barre <hamdibarre72@yahoo.com>

Sent: Tuesday, June 17, 2025 11:45 AM

To: Abts, Nancy <Nancy.Abts@fridleymn.gov>

Cc: Moore, Melissa <Melissa.Moore@fridleymn.gov>; Stromberg, Stacy <Stacy.Stromberg@fridleymn.gov>; Bolin, Paul <Paul.Bolin@fridleymn.gov>; Sonsalla, Sarah J. <ssonsalla@kennedy-graven.com>

Subject: Re: 6187 ADU City Council Appeal

Hi Nancy and Team,

I am appealing the Planning Commission's decision on May 21, 2025, to deny my Accessory Dwelling Unit (ADU) permit application for 6187 Heather Circle. I request that the City Council review this decision at its next available meeting and approve the ADU permit. The Commission's denial relies on incorrect assumptions, ignores expert testimony, and overlooks the city's failure to follow its ADU guidelines.

Grounds for Appeal

1. **Permits and Bedroom Additions:** The Commission claims additional bedrooms were created without permits, citing assessor records. My licensed architect testified on May 21 that no structural additions were made to the house since its 1982 construction, meaning all spaces, including the five-bedroom ADU, are within the original structure built to code. I obtained permits for the egress window (RB2400391) and bathroom remodels (ER22-000137, PR22-000055, RB22-00256, MR22-000127), with completed inspections.
2. **Building and Fire Code Compliance:** The Commission alleges code violations and inadequate fire access. The architect confirmed the house's unchanged structure complies with 1982 code standards, and the ADU meets current Minnesota State Building Code requirements. The city failed to conduct the life safety inspection I offered per the ADU handbook for non-conforming homes, neglecting to verify compliance.
3. **Off-Street Parking:** The Commission cites parking issues, but my plan provides four off-street spaces on a 1,400-square-foot driveway and a three-car garage, meeting R-1 district requirements. Past citations are unrelated to my ADU.

The Commission disregarded my architect's testimony that no structural changes had occurred and failed to consider the permit evidence. The city's refusal to conduct the offered inspection in accordance with its guidelines undermines the process. I respectfully request that the City Council review my application and grant the ADU permit, aligning with Fridley's housing goals.

Please schedule this appeal and confirm the meeting details.

Sincerely,
Hamdi Barre
6187 Heather Circle

Fridley, MN 55432

Abts, Nancy

From: Abts, Nancy
Sent: Wednesday, June 18, 2025 11:53 AM
To: Hamdi Barre
Cc: Moore, Melissa; Stromberg, Stacy; Bolin, Paul; Sonsalla, Sarah J.
Subject: RE: 6187 ADU City Council Appeal

Hello Hamdi,

The City Council will review your appeal at their regular meeting on Monday, June 23, beginning at 7 pm in City Council Chambers, located on the 2nd floor of City Hall, 7071 University Ave NE, Fridley. There are a number of items on the Council agenda for this meeting. An agenda and meeting packet will be posted to the City's Agenda Center in advance of the meeting. <https://www.fridleymn.gov/Your-Government/City-Council-Commissions/Agenda-Center>

If you need free interpretation or translation assistance, please contact City staff. Upon request, accommodation will be provided to allow individuals with disabilities to participate in any City of Fridley services, programs or activities. Persons who need an interpreter or other persons who require auxiliary aids should contact CityClerk@FridleyMN.gov or (763) 572-3450.

Nancy S. Abts, AICP

Senior Planner | Mon-Thurs, 8:00 am – 4:30 pm
 City of Fridley | Community Development Department
 Direct: 763-572-3593
 7071 University Ave. N.E., Fridley, MN 55432
Nancy.Abts@FridleyMN.gov | [FridleyMN.gov](https://www.fridleymn.gov)





AGENDA REPORT

Meeting Date: June 23, 2025

Meeting Type: City Council Meeting

Submitted By: Melissa Moore, Assistant City Manager

Title

Ordinance No. 1432, Amending the Fridley City Code to Add Chapter 210, Special Events and Updating Chapter 209, Fees (First Reading)

Background

The City of Fridley welcomes and encourages community events that enhance the City's vitality and strengthen community bonds. This ordinance establishes Chapter 210 of the Fridley City Code, which creates a Special Event Permit system that will help event organizers understand City requirements and successfully plan safe and well-managed special events. This ordinance, supported by a detailed Special Event Policy, provides clear application requirements, safety standards, fee structures and support mechanisms to ensure events comply with City and State regulations while fostering community engagement.

Staff from the City Manager's Office, Parks and Recreation, Police, Fire, Engineering, Planning and Public Works collaborated to build this comprehensive tool meant to support successful events while maintaining public safety and protecting City resources through a consistent and transparent permitting processes. The ordinance and Policy were reviewed and approved by the Development Review Committee and the Parks and Recreation Commission.

Ordinance

The proposed ordinance creates a Special Event Permit and establishes fees. The ordinance:

- Defines special events that require permits
- Details application requirements, review processes, enforcement mechanisms and establishes fees
- Lists exemptions for certain activities, including constitutionally protected gatherings.

Policy

The proposed policy describes what a special event is and how the permitting process will work. The policy:

- Details application requirements and submission deadlines
- Specifies safety, sanitation, site management standards, insurance requirements, inspections, site restoration and fee schedules for City services (Police, Fire, Public Works, Parks)

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.

Financial Impact

Fees related to special events will be detailed in the Fees Chapter of the Code, as well as the Policy document. Special event revenue will go to the General Fund to cover City services in excess of normal operations.

Recommendation

Staff recommend the Council approve a first reading of Ordinance No. 1432, Amending the Fridley City Code to Add Chapter 210, Special Events and Updating Chapter 209, Fees.

Focus on Fridley Strategic Alignment

☒ Vibrant Neighborhoods & Places	☒ Community Identity & Relationship Building
☐ Financial Stability & Commercial Prosperity	☒ Public Safety & Environmental Stewardship
☒ Organizational Excellence	

Attachments and Other Resources

- Ordinance No. 1432
- Special Event Policy

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.

Ordinance No. 1432

Amending the Fridley City Code to Add Chapter 210, Special Events and Updating Chapter 209, Fees

The City Council of the City of Fridley does ordain, after review, examination and staff recommendation that the Fridley City Code be amended as follows:

Section 1

Fridley City Code Chapter 210 Special Events

210.01 Purpose

The purpose of this Chapter is to protect the health, safety, and welfare of the citizens of the City of Fridley (City) by regulating the time, place and manner of special events. This Chapter establishes permit requirements and ensures the provision of adequate parking, traffic control, sanitary facilities, utilities and safety services.

210.02 Definitions

Applicant: any individual, association, partnership, corporation, or entity applying for a special event permit.

City services: the exclusive allocation of city resources, including, but not limited to, city personnel, equipment, rights-of-way, property, or facilities for use in conjunction with a specific event or activity, as requested by the host or sponsor of the event, or as requested by or on behalf of a person attending the event, or deemed necessary by the City in order to maintain public safety. Special services include, but not be limited to, any of the following: street closures; requiring police officers to stop or reroute traffic; the provision of temporary restroom facilities; special police protection; stationing emergency vehicles at or in the immediate vicinity of the event; exclusive use of city streets as a staging area or for event park; additional street cleaning and garbage removal services; special signage, such as temporary "no parking" signs; the use of any city building, equipment or other property for any purpose.

Outdoor: any activity conducted outside of a permanent, enclosed structure or building.

Person: any individual, association, partnership, corporation, company or entity.

Special event: any gathering or activity on public property that either substantially interrupts the normal use of public spaces or has a public impact requiring City services. The event may be open to the public or private. A special event may also be any activity that requires additional City resources beyond normal operations or impacts the surrounding community through increased

traffic, parking needs, noise, or other factors that affect the regular use of public spaces or neighboring properties. Such events include but are not limited to athletic events such as 5Ks, runs, walks, and bicycle races, block parties, carnivals, fairs and festivals, concerts and street dances, parades, outdoor events on City property that are inconsistent with the typical use, outdoor events on City property with attendance that exceeds 50 individuals, outdoor events on private property that require City services or impact public spaces, streets or neighboring properties, events in City rental facilities that exceed the facility's capacity and any other similar event.

City rental facility: any City-owned building, structure, or designated area that can be reserved for private or public use, such as community centers, pavilions, or meeting rooms.

Unlawful assembly: as defined by Minnesota Statute § 609.705. Special events conducted without required permits may constitute an unlawful assembly under applicable law.

210.03 Permit Required

It is unlawful for any individual, organization, partnership, company or corporation to conduct or promote any special event without first obtaining a special event permit.

210.04 Permit and Application Requirements

1. An application for a Special Event Permit must be submitted at least 90 days prior to the event date. Applications may be submitted up to one year in advance of the event date. Applications submitted less than 90 days are subject to an additional fee. Applications submitted less than 30 days prior to the event date will not be considered.
2. Application requirements are pursuant to the City's Special Event Policy.
3. All events require final approval from the City Manager or a designee.

210.05 Exemptions

1. The following events are exempt from this Chapter:
 - (a) Events at permanent place of worship, stadiums, athletic fields, arenas, theatres, auditoriums, school-sanctioned events on school property, or fairs conducted pursuant to State law;
 - (b) Special events or activities planned and managed by the City;
 - (c) Private gatherings or events on residential property that do not require City services or impact public spaces, streets or neighboring properties;

(d) Non-recurring garage sales, auctions or estate sales;

(e) Night to Unite;

(f) Funeral processions;

(g) Activities conducted by a governmental agency acting within the scope of its authority; and

(h) The use of traditional public forums as alternative channels of communication by the public, provided that such use is for the free exercise of constitutionally protected activities and does not disrupt or interfere with traffic on public streets or the use of public places by other members of the public.

2. Certain events may be exempted from permit fees by a Fridley City Council (Council) resolution, provided they still comply with all other requirements of this Chapter regarding safety, insurance and operations.

210.06 Inspections

The City will conduct inspections to ensure compliance with this Chapter and the Special Event Policy. A preliminary inspection will be conducted within 24 hours prior to the start of the event, following event setup, to verify compliance with permit requirements. A final inspection will be conducted within 24 hours, after event cleanup, to verify proper restoration of the event area(s). Additional inspections may be required as determined by City staff.

210.07 Fees

1. The fees for this Chapter are set in the Fees Chapter of the Code.

2. The Council may waive or reduce fees under specific circumstances.

3. All fees for City services and the security deposit must be paid no later than 14 days before the event date. The security deposit will be refunded within 30 days after the event if no damage occurred to City property, all cleanup requirements were completed and the final inspection was passed. The City may retain all or a portion of the security deposit if additional City staff time was required, additional City services were needed, damage occurred to City property, cleanup was inadequate or other violations were discovered during final inspection.

210.08 Revocation and Denial of Permits

1. The City Manager or a designee may revoke an approved permit if the event violates permit conditions, City Code, State law, or if emergency conditions arise that affect public safety.

2. The specific criteria for evaluating permit applications are established in the Special Event Policy.

210.09 Appeals

Any person contesting a citation or decision associated with violations of this Chapter may file an appeal pursuant to the Appeals and Administrative Citations chapter of the Code.

Section 2

Fridley City Code Chapter 209 Fees

209.12 Fees

1. Administrative Fees

Code	Subject	Fee
203	Administrative Hearing	\$200
608	Lodging Tax	3% of rent charged
304	Seizure fee for motor vehicles – Each vehicle – Each vehicle when vehicle owner or lien holder refuses to repossess their own vehicle	\$200 assessed \$400 assessed
304	Storage fee for seized motor vehicles	\$10 per day for each day or part of a day the seized motor vehicle is held at a storage facility or impound lot. The total storage fees assessed on any one motor vehicle may not exceed \$500 or 50% of the value of the motor vehicle as determined by competent authority, whichever is less.
	Text Amendment to the City Code Application	\$1,500
<u>210</u>	<u>Special Event Permit</u>	<u>\$100</u>
	<u>Special Event Permit, additional late fee for any application submitted less than 90 days prior to an event</u>	<u>\$120</u>

<u>Special Event Permit Security Deposit to cover City services</u>	<u>\$500 (or 20% of costs, whichever is higher).</u>
<u>Police officer per person (three hour minimum)</u>	<u>\$105 per hour (non-holiday)</u> <u>\$140 per hour (holiday)</u>
<u>Full-time Fire per person (two hour minimum)</u>	<u>\$70 per hour</u>
<u>Paid On-Call Fire per person (two hour minimum)</u>	<u>\$35 per hour</u>
<u>Fire engine</u>	<u>\$400 per hour</u>
<u>Ladder truck</u>	<u>\$500 per hour</u>
<u>Grass truck</u>	<u>\$150 per hour</u>
<u>Rescue truck</u>	<u>\$150 per hour</u>
<u>Public Works staff per person (two hour minimum)</u>	<u>\$60 per hour</u>
<u>Pick-up truck</u>	<u>\$45 per hour</u>
<u>Utility truck</u>	<u>\$100 per hour</u>
<u>Dump truck</u>	<u>\$150 per hour</u>

Passed and adopted by the City Council of the City of Fridley on this XX day of [Month], 2025.

Dave Ostwald - Mayor

Melissa Moore - City Clerk

First Reading: June 23, 2025

Second Reading:

Summary Publication:



Special Event Policy

Purpose

The City of Fridley (City) welcomes and encourages community events that enhance the City's vitality and strengthen community bonds. This Special Event Policy (Policy) helps event organizers understand City requirements and successfully plan safe and well-managed special events that comply with City and State regulations. This Policy complies with the Special Event Permit Chapter of the Fridley City Code (Code). It is not the intent of the City in adopting this Policy to regulate in any manner the content of speech or infringe upon the right to assemble, except for regulating the time, place and manner of speech and assembly. This Policy will not be interpreted or construed otherwise.

What is a Special Event?

A special event is any temporary event that either substantially interrupts the normal use of public spaces or requires City services beyond normal operations. Events organized by non-profits, for-profits or individuals must meet the requirements of this Policy and the Code.

Applicable Events:

- Athletic events (5Ks, runs, walks, bicycle races)
- Block parties
- Carnivals, fairs and festivals
- Concerts and street dances
- Parades
- Events on City property that are inconsistent with typical use of space or have expected attendance of 50 or more individuals.
- City-supported events (e.g., '49er Day celebrations and parade)
- Outdoor events on private property requiring City services (e.g., large private party with amplified music, tents, lighting and impacts the flow of traffic in the roadway).

Excluded Events:

- Activities permitted or licensed by the State
- City-sponsored events (e.g., Pumpkin Night in the Park, Night to Unite)
- Gatherings on private property that do not impact public spaces or neighboring properties
- Non-recurring garage sales, auctions or estate sales
- Funeral processions
- Events at permanent places of worship, stadiums, schools or theaters.

Determining Permit Requirements

An event may require a Special Event Permit if it meets any of these criteria:

- On City property for an event that is inconsistent with the typical use of the space
- Attendance exceeds 50 or more individuals
- Requires City services such as police, fire, or public works
- Impacts public spaces, streets or neighboring properties
- Takes place in a City rental facility for a use different than intended for the space.

This Policy covers both public and private events, and applies whether the event is free or ticketed. The goal is to ensure all events are properly supported, safe and minimize any impact on the surrounding community.

Permit Required

A Special Event Permit is required for all special events as defined by the Code. Conducting a special event without a permit is a violation of the Code. A permit is not required for the use of traditional public forums as alternative channels of communication by the public, provided that such use is for the free exercise of constitutionally protected activities and does not disrupt or interfere with traffic on public streets or the use of public places by other members of the public.

To obtain a Special Event Permit, an application must be submitted through the City's online licensing and permitting application.

Application Review Process

Once a Special Event Permit application is submitted, it undergoes a comprehensive review process by the City, designed to support an event's success.

Initial Review

The review begins with an initial assessment of the application. The City Manager's Office will check that all required documentation is present and properly completed. If any information is missing or needs clarification, the applicant will be contacted. This initial review helps identify any obvious concerns or requirements early in the process.

Department Review

The application then moves to a detailed departmental review. Different aspects of the event will be evaluated by relevant City departments including City Manager, Police, Fire, Public Works, and Parks and Recreation. Each department brings specific expertise to ensure an event meets all safety and operational requirements.

For example:

- The City Manager's Office reviews the permit application for completeness, compliance and routing to additional departments.
- The Police Division reviews security and traffic control plans and conducts background checks of event organizers. A background check includes review of the event organizers' criminal history, previous ordinance compliance history and other safety records.
- The Fire Division evaluates emergency access and safety measures.
- The Public Works Department assesses infrastructure needs, impact and facility use.
- The Parks and Recreation Department reviews facility use and conservation measures.

Communication

Throughout this process, an applicant may receive requests for additional information or requirements for modifying plans. Ongoing communication is encouraged during this phase to address any questions or concerns quickly.

Final Review and Approval

The final step is overall review and determination. The City Manager or a designee will evaluate the complete application package along with department recommendations. They may require additional conditions to address specific concerns. Once all requirements are met and the City Manager or a designee approves the application, applicants will be notified of the determination.

Application Requirements

The application must include all the elements relevant to the proposed event. Each requirement includes guidance to help develop City and State regulation-compliant plans.

Application Details

- Applications are accepted on a first-come, first-served basis and must be submitted no less than 90 days before the event date.
- Applications submitted less than 90 days before the event date will incur an additional fee and risk non-approval.
- Applications submitted less than 30 days prior to the date of an event will be reviewed by the City Manager and may be denied.
- Applications are accepted up to one year in advance.
- Submittal of an application does not grant approval to conduct an event.
- An event is confirmed and approved only when the application is reviewed and approved by the City Manager, a designee or the Council.

Application Requirements

Applications must include the following:

- Type and description of event: provide a detailed description of the special event and a list of all activities to take place.

- Sponsoring person/entity information: name, contact person, address, and phone number of the person/entity sponsoring the event.
- Proposed date(s) and time(s): the dates and times for each day of the event.
- Location and site plan: include a map of the proposed area, showing any barricades, street route plans, perimeter/security fencing, and/or event layout and dimensions. For City parks, show the specific areas to be used for event activities.
- Estimated attendance: the estimated number of participants and spectators.
- Public health plans: plans for water supply, solid waste collection, and provision of toilet facilities.
- Safety and emergency plans: fire prevention and emergency medical service plans.
- Security plans: security measures to ensure the safety of participants and attendees.
- Admission and fees: information on any admission fees, donations, or other considerations.
- Food and alcohol service: details on whether food or alcohol will be served or sold. Vendors must obtain all necessary permits for food and alcohol sales from the appropriate authorities.
- Gopher State One Call: prior to any ground penetrations, applicants must contact Gopher State One Call utilities location service and the City park maintenance staff to locate utilities and irrigation lines.
- Electrical plans: the applicant is responsible to have their own extension cords. All temporary electrical wiring for events must be performed by a licensed electrical contractor. This requirement also applies to portable generators.
- Tent and structure plans: include size and square footage of any tents or structures as well as staking methods.
- Fireworks plans: fireworks are only permitted at City-sponsored events.
- Signage plan: the applicant must include the number, size, location, and content of all proposed signs or banners, as well as installation and removal methods.
- Traffic control: applicants must provide temporary regulatory signage to roadway, lane or trail usage and provide a point of contact related to traffic maintenance that is available at any time.
- Applicants must provide proof of commercial general liability insurance with a minimum coverage of \$1 million, naming the City as an additional insured. The certificate of insurance must be submitted at least 30 days prior to the event. An indemnification agreement must be signed by the applicant to hold the City harmless from any liability arising from the event.

Event Organization Details

Primary Contact and Coordination: Every application must designate a primary event organizer who will serve as the main point of contact throughout the planning process. This individual must provide comprehensive contact information including organization name, mailing address, phone number, and email address to ensure effective communication between City staff and event organizers.

Event Location and Timeline: Applications must specify the proposed location(s) for all event activities and provide detailed date(s) and time(s) for the entire event period. This includes any alternative locations being considered and any weather contingency dates if applicable.

Event Programming and Schedule: The application requires a comprehensive timeline of all event activities. This must include detailed information about:

- Setup procedures and timeline
- Hour-by-hour event programming schedule
- Entertainment and performance schedules
- Teardown and cleanup procedures
- Equipment installation and removal timelines.

Event Features and Equipment: Organizers must provide a complete inventory of all equipment, structures, and special features that will be used during the event. This includes stages, tents, inflatables, vendor booths, sound systems, and any other physical elements that will be brought to the event site.

Admission and Revenue: Applications must detail all monetary aspects of the event, including ticket prices and admission fees, donation requirements or suggested contributions and any other monetary considerations affecting public participation.

Attendance Management: Event organizers must demonstrate thorough attendance planning through projected numbers supported by ticket sales data, historical attendance records or comparable event statistics. Applications must include:

- Total expected attendance numbers
- Method used to calculate attendance projections
- Peak attendance periods during the event
- Strategies for managing unexpected attendance increases
- Specific crowd control measures and staffing plans
- Capacity management procedures for various event areas.

Site Planning and Safety

Comprehensive Site Layout: The event application must include a detailed site plan showing how the proposed event will utilize the space. The plan serves as a blueprint for the event, helping staff understand traffic flow, safety measures, and operations. This includes:

- Event boundaries and perimeter control measures
- All stages and performance areas
- Vendor and concession locations
- Temporary structures and tents
- Barricades and fencing placements
- Entry and exit points
- Emergency access routes
- Parking areas
- Sound equipment locations
- ADA-compliant pathway
- Restroom facilities
- Temporary utilities
- Refuse collection.

Traffic and Parking Management: The traffic management plan should address how attendees will arrive, park, and move through the event space. Document parking locations and capacity, including overflow options. For shuttle services, include routes and schedules.

For street impacts, provide:

- Street closure locations and times
- Traffic control measures and signage
- Emergency vehicle access routes
- Vendor load-in/load-out plans
- Drop-off and pick-up zones.

The plan should demonstrate how pedestrian traffic will be safely managed through walkways, crosswalks, barriers and directional signage. Applicants must provide temporary regulatory signage to roadway, lane or trail usage and provide a point of contact related to traffic maintenance that is available at any time.

Health Requirements

Sanitation: The event must have comprehensive sanitation procedures addressing public health needs, such as water and waste management, including how potable water will be sourced and distributed throughout the event site. Plans must include:

- Sources of potable water
- Locations of water stations
- Placement of trash receptacles
- Recycling station locations and management
- Waste collection schedules
- Vendor waste management requirements.

Water: If connecting to a City water source applicants must have a water metering plan and a backflow prevention plan.

Restroom Facilities: Applications must demonstrate adequate restroom facilities based on expected attendance and event duration. Requirements include:

- Following the below Portable Toilet Guide with a minimum of one portable toilet per 100 attendees
- At least one ADA-compliant unit for every 20 standard units
- One hand-washing station for every four toilets
- Daily servicing for multi-day events
- Clear signage and lighting for nighttime events
- Maintenance schedule and responsible parties.

Portable toilets required per duration of an event								
Est. # of people	1 hour	2 hours	3 hours	4 hours	5 hours	6 hours	7 hours	8 hours
200-500	2	3	3	4	4	4	4	4
500-750	4	4	5	5	6	6	8	8
750-1,000	4	4	6	6	6	8	8	8
2,000	5	7	8	8	12	13	13	14
3,000	7	8	10	12	16	16	18	18

Food: Any food services provided at an event must be provided by a licensed vendor who holds a current food license from the Anoka County Health Department or Minnesota Department of Agriculture. Food trucks must obtain a City Mobile Food Unit license.

Safety Requirements

Safety and Emergency Response: Events are required to have a comprehensive safety plan addressing emergency preparedness and response. Include:

- First aid station locations and staffing
- Evacuation procedures and routes
- Weather emergency protocols
- Security staffing and deployment
- Fire extinguisher locations and types
- Emergency egress routes from all structures and enclosed areas.

Additional Permits and Licenses

Supplementary Permits: Certain event elements require additional specific permits that must be obtained separately. These include:

- Alcohol permits and liquor liability coverage
- Cannabis Event License from the State
- Gambling licenses
- Mobile Food Unit Licenses and health inspections
- Temporary structure permits
- Temporary sign permits
- Tent permit
- Park facility rental permit.

Other Requirements

Electrical Safety and Power: All temporary electrical work must be performed by a licensed electrician. Provide a detailed power distribution plan showing generator location, cable routing and electrical

panel placement. Include backup power provisions and load calculations. All generators require proper permits and inspections before operation.

Structural Safety: For temporary structures, tents, stages, fencing or anything else requiring ground anchoring:

- Contact Gopher State One Call at least 48 hours before any ground penetration
- Include all staking locations on your site plan
- Document anchoring methods for each structure type
- Provide alternative anchoring plans for areas where stakes are prohibited.

Signage: Document all temporary signs and banners, including directional signage and event information. The plan should detail:

- Location and placement of all signs
- Size and design specifications
- Installation and mounting methods
- Timeline for installation and removal.

Insurance and Risk Management

Applicants must provide proof of general commercial liability insurance to protect against loss from liability imposed by law for damages on account of bodily injury or property damage arising from the special event with a minimum coverage of \$1 million naming the City as an additional insured. The certificate of insurance must be submitted at least 30 days prior to the event. Insurance coverage must be maintained for the duration of the special event. An indemnification agreement must be signed to hold the City harmless from any liability arising from the event, except any claims arising solely out of the negligent acts or omissions of the City.

Applicants are not required to obtain liability insurance or sign an indemnification agreement if the event is being hosted on private property only. This is not an option if the event requires street closures. In cases of alcohol being served, proof of alcohol liability coverage is required.

Additional insurance may be needed based on event activities:

- Liquor liability for alcohol service
- Vendor liability certificates
- Participant waivers when applicable
- Vehicle coverage for transportation services.

Inspections and Site Restoration

The City conducts mandatory inspections before and after each special event to ensure permit requirements are being met, public safety and proper site restoration.

Preliminary Safety Inspection

A preliminary safety inspection by the City must be conducted within twenty-four hours before the event start time, after setup is complete. This inspection focuses on ensuring permit requirements and all public safety requirements are met before the event can begin. Inspections may be conducted by the Building Department, Fire Department, Public Works and other departments as needed.

If the preliminary inspection reveals violations, the event cannot begin until these issues are corrected. A follow-up inspection may be required to verify compliance. Serious violations or inability to correct safety issues may result in permit revocation.

Post-Event Requirements and Final Inspection

Event organizers are responsible for returning all publicly used spaces to their original condition within 24 hours of the event's conclusion. This includes removing all temporary structures and equipment, repairing any ground damage, properly disposing of waste and recycling and clearing the site of all event-related materials.

The City will perform a post-event inspection which will be led by Public Works. The inspection occurs within twenty-four hours after event cleanup is complete. During this inspection, City staff will:

- Assess the condition of public property, including grounds, landscaping, and infrastructure
- Check pavement, turf areas, trees, and site amenities
- Verify proper utility disconnection and restoration of any ground disturbance
- Ensure all event-related items have been removed
- Confirm proper waste disposal and site cleanup.

The inspection must verify that all equipment has been removed, no damage has occurred to City property and all cleanup requirements have been met. Failed restoration inspections may result in the withholding of security deposits. If cleanup or restoration is inadequate, the City may complete the work and charge the event organizer for associated costs.

Revocation and Denial of Permits

The public's health and safety are the City's primary concern when evaluating a Special Event Permit application. Permits may be denied or revoked if the event poses a threat to public safety, violates the Code or other City policies, or if the applicant provides false or insufficient information.

Applications showing insufficient plans for security, emergency response, or crowd management may be denied. Similarly, if an event would place an unreasonable burden on City services or conflict with previously scheduled events, the permit may be denied.

Even after a permit is approved, certain circumstances may require the City to revoke it. Serious violations of permit conditions or City requirements may result in immediate revocation. This includes:

- Exceeding approved attendance limits
- Failing to maintain required insurance coverage

- Misrepresenting event activities
- Creating unsafe conditions
- Emergency situations affecting public safety.

Fees

Events often require support from various City departments to operate safely and successfully. Fees charged for these services dedicate the City's staff or equipment resources to an event. Fees are billed based on actual costs to the City.

Application and Late Fees

Every special event begins with a non-refundable application fee of \$100, which covers administrative processing costs. Applications submitted less than 90 days prior to the date of an event incur an additional \$120 late fee and risk non-approval due to timing constraints. Applications submitted less than 30 days prior to the date of an event will be reviewed by the City Manager and may be denied.

Security Deposits

A security deposit is required to protect City property and ensure proper event cleanup. The deposit amount will be \$500 or 20% of an event's total City service costs, whichever is higher. Deposits will be returned after passing the post-event inspection, meeting all cleanup requirements, and settling any final charges, provided no damage to City property is found.

Required City Services

The Police Division provides security staffing, traffic control, places and removes barricades, places and removes parking signs, performs safety assessments and monitors event activities.

- Police officer per person (three hour minimum): \$105 per hour on non-holidays, \$140 per hour on holidays.

The Fire Division conducts safety inspections, provides emergency access routes, and supplies medical coverage.

- Full-time Fire per person (two hour minimum): \$70 per hour
- Paid On-Call Fire per person (two hour minimum): \$35 per hour
- Fire engine: \$400 per hour
- Ladder truck: \$500 per hour
- Grass truck: \$150 per hour
- Rescue truck: \$150 per hour.

The Public Works Department manages street closures, provides barricades, manages public spaces sprinklers, oversees temporary structure set-up, monitors waste management needs throughout the event and restores the event area if it is damaged.

- Public Works staff per person (two hour minimum): \$60 per hour
- Pick-up truck: \$45 per hour
- Utility truck: \$100 per hour
- Dump truck: \$150 per hour.

The Parks and Recreation Department oversees facility usage, provides necessary equipment, and manages site preparation.

- Parks and Recreation staff per person (two hour minimum): \$40 per hour
- Other park fees are established in the Fees Chapter of the Code.

Payment Schedule

All fees must be paid according to this schedule to maintain an active permit status. The City will provide an estimate of service fees based on your event requirements, but actual costs may vary depending on event needs and duration. Any additional charges incurred during the event will be billed afterward and may be deducted from your security deposit if left unpaid. These fees may be waived or reduced under specific circumstances approved by the City Manager or City Council.

Payment Type	Amount	Due Date
Application Fee	\$100	With permit application
Security Deposit	\$500 or 20% of service costs	14 days before event
Estimated City Service Fees	Based on services rendered	14 days before event
Additional Charges	If applicable	Billed after event and withheld from security deposit

Event Changes and Cancellation

At times, unforeseen circumstances arise that require a substantial change to or cancellation of a planned event. In all cases, written notification of cancellation or major changes must be submitted to the City Clerk.

Cancellation

Cancellations of events by event organizers will receive a refund of event fees (excluding the application fee):

- 30 days prior to event will receive a full refund of event fees.
- 29 to 15 days prior to event will forfeit 50% of event fees.
- 14 days or less of the event will forfeit all event fees.

Cancellations of events by the event organizer received in writing will receive full refund of security deposits.

Changes

Major changes to an approved event must receive additional approval from the City Manager or a designee before implementation. While there is no set deadline for change requests, they should be

submitted as soon as possible to allow adequate review time. The feasibility of accommodating changes will be on a case-by-case basis, but could be evaluated based on:

- Type and scale of the proposed changes
- Timing of the request
- Impact on public safety and City resources
- Effect on other scheduled events or activities.

In emergency situations (severe weather, public safety concerns, etc.), City staff will work with event organizers to evaluate conditions and determine necessary modifications. The City reserves the right to deny changes or cancel approved events for inadequate review time, non-compliance with policies, public safety concerns or misrepresentation of event details.

Contact Information and Resources

Primary contact for applications and general questions

City Clerk Division: 763-572-3573 | FridleyMN.gov/CityManager

Security and traffic control planning

Police Division: 763-572-3629 | FridleyMN.gov/Public-Safety/Police

Safety requirements and inspections

Fire Division: 763-572-3621 | FridleyMN.gov/Public-Safety/Fire

Site services and street closures

Public Works Department: 763-572-3566 | FridleyMN.gov/PublicWorks