

**CITY OF PLYMOUTH
AGENDA
SPECIAL COUNCIL MEETING
FEBRUARY 16, 2016, 6:00 p.m.
MEDICINE LAKE CONFERENCE ROOM**

1. CALL TO ORDER

2. TOPICS

- A. Breweries, taprooms, and distilleries
- B. Council Goals and Legislative Priorities for 2016
- C. Departmental Work Plans for 2016

3. ADJOURN

MEMORANDUM

To: Dave Callister, City Manager
Prepared by: Luke Fischer, Administrative Services Director
Date: February 16, 2016
Item: **Policy Discussion on Taprooms, Breweries, Microdistilleries, Cocktail Rooms**

Near the end of 2015, the City Council supported the concept of amending its licensure requirements related to growler sales on Sundays. As part of the discussion, the Council expressed an interest in understanding the City's general regulations related to taprooms, breweries, brew pubs, distilleries, and cocktail rooms. During staff review of the topic, the scope expanded to include other related ordinances – which should result in a clearer and more succinct set of rules for the Council, businesses, and public to navigate.

When discussed by the Council, there was general interest in recruiting a taproom-type establishment in Plymouth. Through its research, staff attempted to understand where the City has been more restrictive than its peers – with the idea that making it easier for a brewer to do business in Plymouth will increase the City's chances of finding a viable establishment.

General Definitions

One of the biggest hurdles to any discussion about the City's taproom/brewery/brew pub/distillery/cocktail room regulation is understanding the difference between each. These definitions are created by the State and cannot be combined, loosened, or amended, though the City can enact tighter restrictions in certain areas. Staff has drafted a simple definition of each. The exact language, contained in statute, can be found using the links below.

Beer. Beer is referred to as "malt liquor" in statute. 3.2 beer is referred to as 3.2 malt liquor. For discussion purposes, these terms will be used interchangeably – but all references in Code will be to malt liquor for consistency.

Brewery. A brewery is a place that produces beer. (Coors Brewing) <https://www.revisor.mn.gov/statutes/?id=340A.101>

Brew pub. A brewer that holds one or more retail licenses, makes fewer than 3,500 barrels of beer per year, per location, can have a liquor license and sell beer that is produced someplace else, and is a restaurant. (Granite City) <https://www.revisor.mn.gov/statutes/?id=340A.101>

Cocktail room. A cocktail room is attached to a microdistillery and serves distilled liquor produced by the distiller. Distillers (owners) are only allowed one cocktail room license. A restaurant may be attached to a cocktail room, but it is not required. (Tattersall Cocktail Room) <https://www.revisor.mn.gov/statutes/?id=340A.22>

Growler. 64 ounce container to sell beer produced at brewery.

Microdistillery. A microdistillery produces distilled spirits. <https://www.revisor.mn.gov/statutes/?id=340A.22>

Taproom. A taproom is attached to a brewery and allows for on-sale consumption of beer that is produced at that specific location. Brewers (owners) are only allowed one taproom license. A restaurant may be attached to a taproom, but it is not required. Production is limited to 250,000 barrels of beer per year. (Steele Toe Taproom) <https://www.revisor.mn.gov/statutes/?id=340A.26>

Current Regulation

Currently, the City regulates taprooms/breweries/brew pubs in two places – in the City Code through a licensing process and the Zoning Code.

The City Code. Chapter 12 of the City Code specifically regulates the sale, consumption and display of alcoholic beverages. In many ways, this section mirrors or mimics Chapter 340A of State Statutes. As a general comment, this section of City Code has been added to and amended over time. This discussion has triggered a review that will likely result in a general “clean-up” of language which will help with conformity to State Statutes. Staff is seeking feedback in the following areas:

Taproom Hours of Operation. Currently, the City Code contains specific guidance on when a taproom can be open. Hours are limited to Wednesdays, Thursdays, and Fridays from 3 pm to 11 pm and Saturdays from 12 noon to 11 pm. Staff has met with a number of taprooms and recommends the Council remove this regulated hour provision and allow the market to establish hours of operation similar to restaurants.

Microdistilleries. Since the City adopted language related to taprooms, the State created another licensure type for microdistilleries and cocktail rooms. During review, staff identified a number of similarities between taprooms and microdistilleries and it appeared appropriate to apply the same level of regulation to each.

40-60 Ratio. Outside the scope of taprooms, the City Code requires all restaurants with an on-sale liquor license to generate at least 40% of all revenue from the sale of food. This is certified by an independent accountant retained by the business. In the past, all reports have met the established thresholds, but have not been used for enforcement action or independently verified by the City. Other communities (Edina, Minneapolis) have removed similar provisions and staff recommends reconsidering this language as unused. Instead, staff recommends requiring liquor license (restaurants) holders to have a licensed kitchen on-site¹. This will ensure that food is available, but does not require an additional layer of regulation that has not been used for enforcement. While this adjustment would not directly impact taprooms or cocktail rooms, it levels the playing field for other establishments that sell alcohol.

The Zoning Code. When the City first adopted its zoning regulation around taprooms, the concept was new and relatively untested. Because beer was being *produced*, these businesses were confined to industrially zoned sites. As taprooms have grown in popularity, other communities have eased zoning requirements – allowing the use in commercial areas. In discussions with taproom owners, staff has learned that much of the industry’s focus has shifted from industrial production to retail.

Commercially Zoned Property. Understanding that there has been an evolution in what a taproom looks like – shifting focus away from mass production to a retail focus – staff recommends the Council consider allowing taprooms and cocktail rooms in commercially zoned properties.

Attachments:

Growler Article – January 21, 2016

¹ It should be noted that this restaurant requirement would not apply to taprooms or cocktail rooms as both are independently licensed, per State Statute. Essentially, this provision would ensure that there is not an exclusive on-sale establishment. The concept is if a business is selling product they make, there is no food requirement. If a business is selling product made by someone else, there is a food requirement.

The increasingly blurry line between brewpubs and breweries

January 21, 2016 by Loren Green



Grand Rounds Brewpub in Rochester, Minnesota // Photo by Louis Garcia

Brewpubs and breweries both have “brew” in their titles and both places serve beer; and that’s largely where the similarities between the two business models end—or at least where they used to.

Brewpubs and breweries are separate entities, each with its own definition and set of possibilities and limitations, and each offering owners very different business opportunities. However, the legislation passed in Minnesota in recent years has blurred the line between the two business models. With so many breweries and brewpubs popping up around Minnesota recently, we thought it was high time to finally explain what exactly the separation between a [Surly](#), a [Town Hall](#), and a [Union Pizza & Brewing](#) is, and why the owners of such establishments chose their respective routes.

In short, a Minnesota production brewery makes beer for distribution. Like [Summit](#) or [Lake Superior Brewing Company](#), being a brewery means kegs, bottles, and cans, with the option for the brewery (following passage of the taproom bill in 2011) to sell its own beer onsite in a taproom. Breweries whose annual production is less than 20,000 barrels can also sell their beer directly to consumers in growlers and 750ml bottles.

A Minnesota brewpub, on the other hand, is a restaurant-plus-brewery that can pour its own beer as well as operate a full bar, including non-house beers, wine, and hard liquor. Brewpubs cannot distribute or package their beer (except for onsite growler and 750ml bottle sales for offsite consumption), but they can operate multiple locations and serve their beer at them, whereas a production brewery can only operate one taproom. Brewpubs are also capped at brewing no more than 3,500 barrels per year.

Seems clear cut, right? But don't forget, some production breweries like [Dangerous Man](#) choose to forego distribution altogether and only sell their beer exclusively onsite in their taproom and [in growlers](#). Oh, and did we mention production breweries can also operate restaurants at their breweries?



Brau Brothers Brewing Company began as a brewpub and then transitioned to a production brewery with a taproom // Photo by Jim Tate, Southwest Minnesota State University

For a long time, the presence of a restaurant served as the key indicator that a place was a brewpub and not a brewery. When the first generation of Minnesota brewpubs opened in the 1990s, the only avenue available to brewers who wanted to sit across the bar from their customers was to go the brewpub route. But now that breweries can operate kitchens onsite—

think Surly, [Urban Growler](#), [Brau Brothers](#), and more—the difference between the two models has become less distinct.

“There was more of a community aspect to brewpubs,” says Town Hall owner Pete Rifakes. “I don’t think that’s true today.” He chose the brewpub model when he was planning Town Hall in 1995 because it’s what he knew and loved. In graduate school, he was a regular at Seattle’s [Big Time Brewery & Alehouse](#), and when he moved to Minneapolis and started his own business plan, he frequented [Rock Bottom](#). The social aspect was something production breweries couldn’t provide back then. “If we were to reopen...I’m not in that situation, but I would probably lean toward opening a taproom,” Rifakes says of today’s marketplace. “The only reason to do [a brewpub] is if you’re going to have a full bar.”



Town Hall Brewery Owner Pete Rifakes // Photo by Brian Kaufenberg

Brewpubs are restaurants first, Rifakes adds. The beer is important, but “Your competition is other restaurants and the majority of your labor costs are on the restaurant side,” he says. Being known first and foremost as a restaurant with a full bar are marketing tools for brewpubs to draw different clientele and drinkers than production breweries. “Not everyone who walks in our door is a craft beer lover like we are,” says Steven Finnie, co-owner of Rochester, Minnesota, brewpub [Grand Rounds](#). “It allows us to appeal to a wide variety of people.” Downtown Rochester’s bar scene is already crowded, so being a restaurant helps distinguish their business, he says.

Related Post: Now Open: Grand Rounds Brewpub

Brau Brothers has held both brewpub and production brewery licenses over the years. “We actually opened as a restaurant first,” says co-owner and brewer Dustin Brau. “To be honest, we added the brewery to the restaurant simply to get people to drive to Lucan for food. It was never meant to be the focus of the business originally; it was developed to give us identity and draw the then-limited craft beer crowd out of the woodwork.” Due to growth, they changed direction in 2006 and began distributing their beer.

In some cases, the community dictates which business model brewers choose to run with. With the Mayo Center drawing travelers to Rochester, food sales are a key aspect to the survival of a business, says Grand Rounds chief operating officer Tessa Leung. A full bar and the ability to sell lagers, sours, cider, and other beverages they don’t make in-house is an extra bonus. The taproom limitations just don’t make sense for a downtown Rochester business, Leung says.



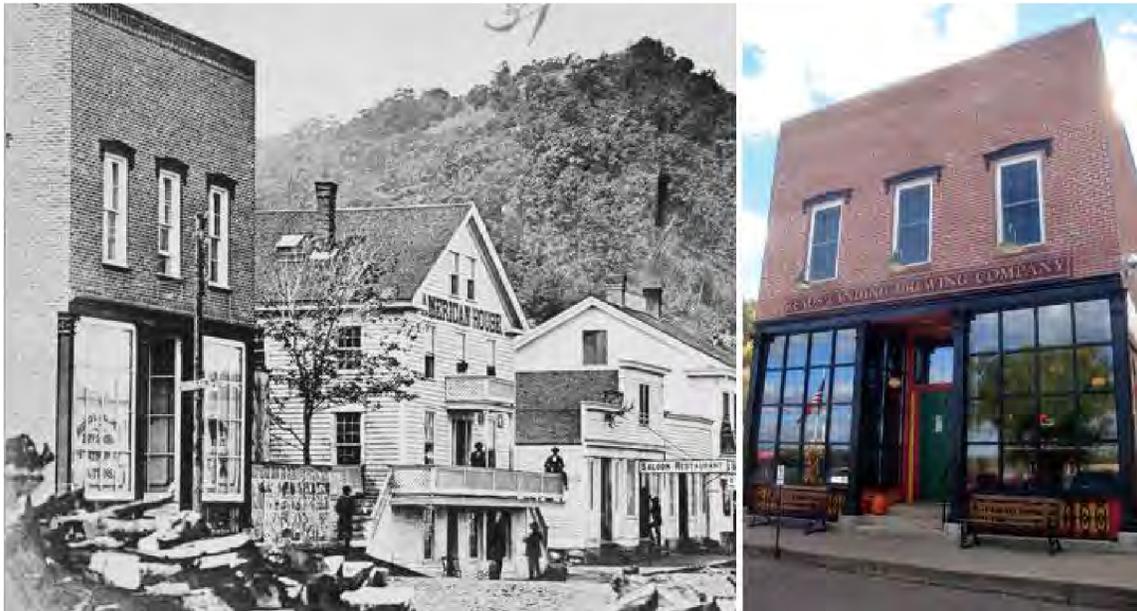
Grand Rounds’ Steve Finnie and Tessa Leung // Photo by Louis Garcia

Farther outstate, away from Minnesota’s population-dense metropolitan areas, owners have to take stock of their town’s dynamics when deciding between the models. “If you didn’t have any food I think you’d have a hard time making it a full-time deal,” says Ben Schierer, owner of Union Pizza & Brewing in Fergus Falls, Minnesota (population 13,351). He and his wife run the brewpub as their primary employment, and the restaurant gets customers seven days a week.

Next page: Overcoming challenges and looking toward the future

The increasingly blurry line between brewpubs and breweries

January 21, 2016 by Loren Green



Reads Landing of yesteryear and today // Historical photo courtesy of Minnesota Historical Society, modern photo by Doug Hoverson

Bob Nihart of [Reads Landing Brewing Co.](#), located in Reads Landing, Minnesota, just north of Wabasha, chose to open a brewpub because of space limitations. He already owned a historic building along the Mississippi River, and a production facility in the small building would be impractical. “My wife and I do a lot of beer tours, and have realized ambiance is key,” he says. “Some are a big empty restaurant space that somebody took over that don’t have atmosphere at all. Even if the beer is good, it feels stale and sterile.”

Nihart says he knew he could offer something unique with a building pushing 150 years of age that’s located a stone’s throw from the river. “Being on the water is a big draw,” he says. “The main reason I ended up here is because I already owned the building. Of course, had the building been in the middle of a field, I don’t think I would have converted that into a brewery/restaurant.”

Reads Landing and Union both use small three-barrel systems; Grand Rounds operates with a seven-barrel system. The small size of these and other such brewpubs means that even if

distribution were an option, it would be a challenge. As such, brewpubs tend to feature more limited-edition beers, which increases their draw as a destination for craft beer enthusiasts.

“I think the brewpubs that open don’t expect large growth,” Town Hall’s Rifakes says about the new wave of openings. “Maybe they’re content with that.” He points to Town Hall as an example. He used to be more hands-on with bar work in the early years, but bartending and brewing are hard, physical work—better suited for younger employees. Eventually, he had to adopt a new strategy and bring on more workers. “You hire people that grow with the business,” he explains. “As a brewpub you’re constantly going to be turning over your young guys because they want to grow.”

Related Post: Let’s Get Physical: Training for the Bar



Town Hall head brewer Mike Hoops

With Mike Hoops holding down the head brewer role at Town Hall, Rifakes says there is no place to promote his assistant brewers. That makes retention a problem—one he believes would be solved were he able to distribute; distribution offers more room for internal promotions. The “satellite” system of distribution that allows brewpubs to sell their beer at restaurants owned by the parent company (e.g. Town Hall beers at Town Hall Tap, Fitger’s beers at Burrito Union, Freehouse beers at Groveland Tap) has helped the issue a little, Rifakes says, but it still doesn’t solve the retention issue. Another consideration is that every satellite location requires investments in real estate and kitchen equipment. “It gets costly,” he says. The bottom line? “I think if you’re selling a legal product and there’s demand for that product, you should be able to sell it,” he says.

John Moore of Barley John’s circumvented brewpub restrictions by opening a new production brewery (as a like-named but separate legal entity from the brewpub) in Wisconsin. Moore

agrees with Rifakes' frustration with the dueling models and regulations. "When you have four walls to a restaurant there's a limit," he says. "With a brewery, there are only the limitations of your space."



Barley John's New Richmond, Wisconsin, production brewery // Photo courtesy of Barley John's

When Rifakes, Moore, or Tim Nelson—one of the founders of [Fitger's Brewhouse](#) in Duluth—chose to open brewpubs, it was the early 2000s—a different marketplace for Minnesota craft beer. Like Rifakes, Nelson says he's seen the pendulum swing, but given industry dynamics he refuses to say one is a better business model than the other. Asked what would he open today: "Two years ago, I would have said the taproom, no question," he says. "But today, as the competition increases, it becomes a question again."

As for where a brewpub stands in comparison to a production brewery today, Nelson says its the differing definitions and limitations that are most tricky. "It creates a lot of confusion with consumers, that's the biggest hurdle," he says.

The lines will continue to blur as the beer scene develops in Minnesota and the state faces more and more people requesting to adjust regulations. Different communities and individuals have different goals and needs, and the fact remains that some people just don't want to go to a place that only serves beer. "I think there's room on both sides," Nelson says. "I think it still is viable, it just depends on what the individual wants to do."

<http://growlermag.com/the-increasingly-blurry-line-between-brewpubs-and-taprooms/>



MEMORANDUM

To: Dave Callister, City Manager
Prepared by: Luke Fischer, Administrative Services Director
Date: February 2, 2016
Item: **Council Goals, Legislative Priorities, and Work Plans**

Each year, the City Council review its Goals, Legislative Priorities, and Departmental Work Plans for the upcoming year. This planning provides much of the framework for the things the Council and staff will focus on in the upcoming year.

Goals

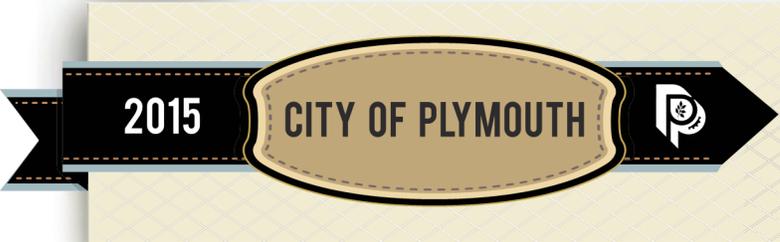
The City Council’s goals have remained largely constant over time. The goals focus in on broad themes, rather than actions or tactics.

Legislative Priorities

The Draft Legislative Priorities continue last year’s effort to specifically address issues that may arise in the upcoming legislative session. While the Legislative Priorities stake out the City’s position on certain items, the Council has recognized other groups that represent its interests in St. Paul – primarily the Metropolitan Legislative Commission, Metro Cities, the League of Minnesota Cities, and the Minnesota Chiefs of Police Association. The draft legislative priorities are comingled – advocating among different levels of government. Staff may develop specific and expanded literature as needs warrant.

Work Plans

Each department has completed draft work plan for 2016 which identify emerging issues and new focus areas for the upcoming year.

The logo features the year '2015' in white on a black ribbon-like background. To its right is a tan oval with a dashed border containing the text 'CITY OF PLYMOUTH' in black. Further right is a black arrow pointing right with a white 'P' logo inside it.

2015

CITY OF PLYMOUTH

A black banner with a white border and a pointed bottom edge, containing the text 'CITY COUNCIL GOALS' in white.

CITY COUNCIL
GOALS

> PROTECT PLYMOUTH'S STRONG FINANCIAL POSITION.

Maintain Plymouth's fiscal health by crafting long-term revenue and expenditure plans to ensure sustainable operations at a fair and equitable tax rate. Seek creative funding sources, where appropriate.

> MONITOR ECONOMIC CHALLENGES.

Continue to evaluate and prioritize services. Seek innovative solutions to maintain high quality core services, promote financial transparency and protect Plymouth's strong financial position and quality of life.

> PROVIDE EFFICIENT AND EFFECTIVE SERVICES.

Continue to explore partnerships with neighboring communities, school districts, businesses, watersheds, and other agencies to decrease costs through shared services and to eliminate duplicate efforts. Streamline business processes through the use of technology, including website enhancements, e-permits and expanded credit card processing. Evaluate community trends and consider associated facility and service needs.

> PROMOTE TRANSPORTATION SOLUTIONS.

Focus on improvements to Highway 169, Highway 55 and BRT. Seek funding partners for bridge crossings of major rail lines.

> PURSUE NORTHWEST GREENWAY.

As development of northwest Plymouth progresses, continue planning and begin construction of the Northwest Greenway and park system amenities, as directed by voter referendum.

> CONTINUE ENVIRONMENTAL INITIATIVES.

Collaborate with watershed agencies to ensure effective progress on water quality mandates. Continue energy conservation efforts in city buildings, and promote recycling of expanded waste streams.

> CONTINUE PROACTIVE PUBLIC SAFETY INITIATIVES.

Continue proactive policing strategies using technology and collaboration to promote and enhance livability. Build on the successes of fire prevention and fire service programs for a safe community.

> PROTECT THE CITY'S INFRASTRUCTURE INVESTMENT.

Ensure that the city can protect and enhance the useful life of City assets (streets, utilities, parks, trails, facilities, and fleet). Continue to monitor financial resources and economic conditions, and consider timing with regard to infrastructure needs.

> CONSIDER DEVELOPMENT AND REDEVELOPMENT REQUESTS.

Continue to carefully consider land use related to development and redevelopment to ensure a well planned community with a varied tax base. Begin Economic Development program and efforts.

The primary goal of the City Council is to perpetuate Plymouth as a community in which both residents and others find public services to be exceptional yet affordable; a community where public safety, public facilities and services are key elements in maintaining the quality living and working environment that are the hallmark of the City.

Protect Plymouth's Strong Financial Position.

Maintain Plymouth's fiscal health by crafting long-term revenue and expenditure plans to ensure sustainable operations ~~at a fair and equitable tax rate~~ **with a reasonable tax burden.** Utilize **additional** ~~Seek creative~~ funding sources, where appropriate.

Monitor Economic Challenges.

Continue to evaluate and prioritize services. Seek innovative solutions to maintain high quality core services, promote financial transparency and protect Plymouth's strong financial position and quality of life. **Can we identify which services are "core"?**

Provide Efficient and **Cost Effective** Services.

Continue to explore **and develop** partnerships with neighboring communities, school districts, businesses, watersheds, and other agencies to decrease costs through shared **or contracted** services and to eliminate duplicate **or outdated** efforts. Streamline **business customer service** processes through the use of technology, including website enhancements, e-permits and expanded credit card processing. Evaluate **current services**, community trends and consider ~~associated~~ **potential** facility and service needs.

Promote Transportation Solutions.

Focus on improvements to Highway 169, Highway 55 and **Bus Rapid Transit (BRT)**. Seek funding partners for bridge crossings of major rail lines.

Pursue Northwest Greenway.

As development of northwest Plymouth progresses, ~~continue planning and begin construction~~ **evaluate the need for, and timing of, implementation** of the Northwest Greenway and park system amenities: ~~as directed by voter referendum.~~

Continue **Cost Effective** Environmental Initiatives.

Collaborate with watershed agencies to ~~ensure~~ **develop cost effective** ~~progress on~~ **means to address** water quality mandates. Continue **cost effective** energy conservation efforts ~~in~~ **at all** city buildings **and facilities**, and promote recycling of expanded waste streams **as those markets evolve.**

Continue Proactive Public Safety Initiatives.

Continue proactive policing strategies using technology and collaboration to promote and enhance livability. Build on the successes of fire prevention and fire service programs for a safe community.

Protect the City's Infrastructure Investment.

Ensure that the **City** can protect and enhance the useful life of City assets (streets, utilities, parks, trails, facilities, and fleet). Continue to monitor **City** financial resources **to protect and enhance their preservation through the Capital Improvement Program.** ~~and economic conditions, and consider timing with regard to infrastructure needs.~~

Consider Development and Redevelopment Requests.

Continue to carefully consider land use related to development and redevelopment **opportunities** to ensure that **the City remains** a well planned community with a varied tax base. ~~Begin~~ **Prepare an** Economic Development program **that includes goals and effectiveness measurements.** ~~and efforts.~~

EXECUTIVE SUMMARY

The City of Plymouth functions in a multijurisdictional environment and is often subject to mandates from the State of Minnesota, Hennepin County, the Metropolitan Council, and various watershed districts. This legislative agenda is intended to advocate for the community's residents and businesses, reduce waste and duplication of services, and enable the city to govern itself.

I. TRANSPORTATION

To efficiently transport commuters and promote business growth, the city encourages the legislature to identify long-term funding sources with growth potential to allow for the construction and maintenance of efficient transit and highway systems this session. Specifically, Plymouth supports the following:

Suburban Transit. The city supports preservation of suburban transit, expansion of the transit taxing district, and maintain full MVST funding to suburban transit providers. (State of Minnesota)

Highway 169. The city supports improvements to Highway 169 in Plymouth. (State of Minnesota)

Rockford Road Bridge. The city seeks funding to replace the bridge over Interstate 494 at Rockford Road. (Hennepin County, State of Minnesota)

County Road Maintenance Budgets. The city supports adequate funding for maintenance, repair, and timely replacement of the county road systems within Plymouth. (Hennepin County)

~~Highway 55 BRT. The city supports the continued study and funding for a Bus Rapid Transit Corridor on Highway 55. (State of Minnesota)~~

Safe Rail Crossings. The city seeks funding to ~~improve~~ enhance the safety of rail crossings including ~~the construction of bridges~~ improvements which would enable a whistle ban in Plymouth. (State of Minnesota)

Utility Coordination on Transportation Projects. The city supports legislation that would compel utility companies to complete improvements associated with a public transportation project in a timely manner – or enable the city to engage a private contractor to complete the work at the utility's expense.

II. GENERAL GOVERNMENT

Local Control. The city opposes legislation that erodes local control or creates mandates without a corresponding state appropriation or funding mechanism.

Mandates. Remove unnecessary reporting and other mandates and provide a funding source for state-required mandates. (State of Minnesota)

Levy Limits. The city opposes levy limits. State-imposed limits on local decision making are inconsistent with local accountability. (State of Minnesota)

Improving Public Access to Information. The city supports legislation that would enable it to meet its official notice publication requirements on its website, rather than a designated newspaper. (State of Minnesota)

Water Management. The city must meet water quality standards from the Minnesota Department of Natural Resources, Board of Soil and Water Resources, Elm Creek Watershed District, Minnehaha Creek Watershed District, Shingle Creek Watershed District, Bassett Creek Watershed District, Metropolitan Council, United State Environmental Pollution Agency, Army Corps of Engineers, Minnesota Department of Health, Minnesota Pollution Control Agency, and Hennepin County. The city of Plymouth supports process improvements to streamline applications and standards.

Elections. The city supports a condensed early voting period, rather than an extended no-excuse absentee process.

2. Fiscal Reform. The city supports fiscal reforms that foster local independence from the state.

No Expansion of Local Government Aid. The city does not support the expansion of Local Government Aid and favors local autonomy and parity among like communities. Any city not receiving LGA should be free from any levy limits imposed by the state. (State of Minnesota)

No Expansion of Fiscal Disparities. The City of Plymouth contributes 87% of its tax base to fiscal disparities and does not support the expansion of the Program as a tool to appropriately balance the city's tax base. The city opposes any legislation that would repurpose fiscal disparity contributions for special projects. (State of Minnesota)

No Creation of the Home Grown Housing Fund. The Minnesota Housing Partnership has proposed an initiative to create a new funding source to pool one-third of the growth in tax capacity above \$350,000 on owner-occupied homes (fiscal disparities approach). The revenue generated from the pooled capacity would be administered by counties who develop housing strategies to use these funds to meet their communities' needs. The city believes that these decisions are best made at the local level – rather than the county level. The city should be granted sufficient authority and flexibility to promote housing types that are best suited to meet local needs, public purposes, and goals. (State of Minnesota)

Market Value Exclusion. The city supports the retention of the market value exclusion. The city opposes reinstatement of the Market Value Homestead Credit program. The city believes the Market Value Exclusion phase-out value should be relative to a local housing market and not arbitrarily assigned. (State of Minnesota)

Property Tax Reforms. The city supports property tax relief initiatives that are available directly to the taxpayer, rather than the local government through the Local Government Aid program. (State of Minnesota)

Business Property Tax. The city supports reduction of the statewide business property tax. (State of Minnesota)

Tax Increment Financing (TIF). The city supports increased flexibility in the use of Tax Increment Financing. (State of Minnesota)

3. Metropolitan Council. The city does not support expansion of the powers, duties, and responsibilities of the Metropolitan Council. Council Make-Up. The city supports a re-examination of the Metropolitan

Council's make-up and supports municipal input in this process. (State of Minnesota, Metropolitan Council)

Statutory Authority. The city supports the legislature confining the Metropolitan Council to its statutory authority. (State of Minnesota, Metropolitan Council)

Transportation Advisory Board. The city supports a re-examination of the Transportation Advisory Board's make-up and supports municipal input in this process. (Metropolitan Council)

III. PUBLIC SAFETY

Safe Driving/Diversion Programs. The city supports legislation that ensures a traffic diversion program designed to change driver behavior through sound, structured and consistent education as a means to mitigate future traffic violations and make roads safer. The city believes this type of program should focus on improving traffic safety, rather than generating revenue.

Traveling Data. The city supports classifying intelligence information shared by other law enforcement agencies as non-public data.

~~DWI Forfeiture. The city supports existing DWI forfeiture statutes. The city opposes any legislation that would eliminate or restrict DWI forfeiture if the offender installs an ignition interlock system.~~

~~Marijuana. The city opposes the legalization of recreational marijuana use and expansion of the current medical marijuana law to include plant material or any expansion of qualifying medical conditions. The city opposes any changes to the classification of marijuana as a schedule 1 drug, until the Minnesota Department of Health determines its effectiveness.~~

Critical Incident Training. The city supports legislation that would fund Critical Incident Training for law enforcement agencies [on calls for service where an individual is experiencing a mental health crisis](#).

[Body Cameras. The city supports classifying and clarifying when body-worn camera footage is public and accessible versus when the footage is non-public while properly balancing both public safety and privacy concerns.](#)

[Prescription Drug Take-Back. The city supports legislation requiring pharmacies to "take back" unused prescriptions or over the counter medications at no charge.](#)

[Criminal Background Checks. The city supports legislation preventing individuals who are not legally able to purchase a gun from doing so without a criminal background check where current loopholes exist \(guns shows, online, or private transactions\).](#)

IV. SUPPORT FOR REGIONAL ASSETS

Plymouth Ice Center. The city supports a capital appropriation of \$2.12 million for the Plymouth Ice Center renovation. Combined with matching funds from the City of Plymouth, this appropriation will make mandated and energy efficiency updates possible at one of the state's largest and busiest

facilities. It will also allow for renovation and remodeling, helping meet long-term demands for regional, state and national amateur sports. (State of Minnesota)

County Road Retaining Walls. The city supports county funding for retaining wall replacement within city limits. The city has identified significant issues on County Road 6 and requests Hennepin County adequately fund and maintain its infrastructure in Plymouth. (Hennepin County)

~~Hennepin County Youth Sports Grant. The City of Plymouth has applied for Youth Sports Grant funding from Hennepin County to support recreational facility projects. The city supports more equitable distribution of funding for the grants county-wide. (Hennepin County)~~

DRAFT

EXECUTIVE SUMMARY

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I. TRANSPORTATION

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1.2. Highway 169. The city supports improvements to Highway 169 in Plymouth. (State of Minnesota)

1.3. Rockford Road Bridge. The city seeks funding to replace the bridge over Interstate 494 at Rockford Road. (Hennepin County, State of Minnesota)

1.4. County Road Maintenance Budgets. The city supports adequate funding for maintenance, repair, and timely replacement of the county road systems within Plymouth. (Hennepin County)

~~Highway 55 BRT. The city supports the continued study and funding for a Bus Rapid Transit Corridor on Highway 55. (State of Minnesota)~~1.5.

Safe Rail Crossings. The city seeks funding to ~~improve~~enhance the safety of rail crossings including ~~the construction of bridges~~improvements which would enable a whistle ban in Plymouth. (State of Minnesota)

1.6. Utility Coordination on Transportation Projects. The city supports legislation that would compel utility companies to complete improvements associated with a public transportation project in a timely manner – or enable the city to engage a private contractor to complete the work at the utility's expense.

II. GENERAL GOVERNMENT

1.1. Local Control. The city opposes legislation that erodes local control or creates mandates without a corresponding state appropriation or funding mechanism.

1.2. Mandates. Remove unnecessary reporting and other mandates and provide a funding source for state-required mandates. (State of Minnesota) Can we cite specific mandates that we want eliminated or funded by others?

1.3.

Levy Limits. The city opposes levy limits. State-imposed limits on local decision making are
_____ inconsistent with local accountability. (State of Minnesota)

_____ 1.4. Improving Public Access to Information. The city supports legislation that would enable it to
_____ meet its official notice publication requirements on its website, rather than a designated
_____ newspaper. (State of Minnesota)

_____ 1.5. Water Management. The city must meet water quality standards from the Minnesota
_____ Department of Natural Resources, Board of Soil and Water Resources, Elm Creek Watershed
_____ District, Minnehaha Creek Watershed District, Shingle Creek Watershed District, Bassett Creek
_____ Watershed District, Metropolitan Council, United State Environmental Pollution Agency, Army
_____ Corps of Engineers, Minnesota Department of Health, Minnesota Pollution Control Agency, and
_____ Hennepin County. The city of Plymouth supports process improvements to streamline
_____ applications and standards.

_____ 1.6. Elections. The city supports a condensed early voting period, rather than an extended no-
_____ excuse absentee process.

_____ 2. Fiscal Reform. The city supports fiscal reforms that foster local independence from the state.

_____ 2.1. No Expansion of Local Government Aid. The city does not support the expansion of Local
_____ Government Aid (LGA) and favors local autonomy and parity among like communities. Any city
_____ not receiving LGA should be free from any levy limits imposed by the state. (State of Minnesota)

_____ 2.2. No Expansion of Fiscal Disparities. The City of Plymouth contributes 87% of its tax base to
_____ fiscal disparities and does not support the expansion of the Program as a tool to appropriately
_____ balance the city's tax base. The city opposes any legislation that would repurpose fiscal disparity
_____ contributions for special projects. (State of Minnesota)

_____ 2.3. No Creation of the Home Grown Housing Fund. The Minnesota Housing Partnership has
_____ proposed an initiative to create a new funding source to pool one-third of the growth in tax
_____ capacity above \$350,000 on owner-occupied homes (fiscal disparities approach). The revenue
_____ generated from the pooled capacity would be proposed be administered by counties who
_____ develop housing strategies to use these funds to meet their communities' needs. The city
_____ believes that these decisions are best made at the local level – rather than the county level. The
_____ city strongly opposes any effort that in effect, transfers local property tax base and/or funds to
_____ support other public policy objectives. The city should be granted sufficient authority and
_____ flexibility to promote housing types that are best suited to meet local needs, public purposes,
_____ and goals. (State of Minnesota)

_____ 2.4. Market Value Exclusion. The city supports the retention of the market value exclusion. The
_____ city opposes reinstatement of the Market Value Homestead Credit program. The city believes
_____ the Market Value Exclusion phase-out value should be relative to a local housing market and not
_____ arbitrarily assigned. (State of Minnesota)

_____ 2.5. Property Tax Reforms. The city supports property tax relief initiatives that are available
_____ directly to the taxpayer, rather than the local government through the Local Government Aid
_____ program. (State of Minnesota)

Submitted by Council Member Jim Willis – 2-2-2016

Business Property Tax. The city supports reduction of the _____ statewide business property tax. (State of Minnesota)

~~Tax Increment Financing (TIF). The city supports increased flexibility in the use of Tax Increment Financing. (State of Minnesota)~~

3. Metropolitan Council.

3.1. The city does not support expansion of the powers, duties, and responsibilities of the _____ Metropolitan Council. _____ Council Make-Up. The city supports a re_examination of the Metropolitan Council's make-up and supports municipal input in this process. (State of Minnesota, _____ Metropolitan Council)

3.2. Statutory Authority. The city supports the legislature confining the Metropolitan Council to _____ its statutory authority. (State of Minnesota, Metropolitan Council)

3.3. Transportation Advisory Board. The city supports a re_examination of the Transportation _____ Advisory Board's make-up and supports municipal input in this process. (Metropolitan Council)

III. PUBLIC SAFETY

1.1. Safe Driving/Diversion Programs. The city supports legislation that ensures a traffic diversion program designed to change driver behavior through sound, structured and consistent education as a means to mitigate future traffic violations and make roads safer. The city believes this type of program should focus on improving traffic safety, rather than generating revenue. (State of Minnesota)

1.2. Traveling Data. The city supports classifying intelligence information shared by other law enforcement agencies as non-public data. (State of Minnesota)

~~1.3. DWI Forfeiture. The city supports existing DWI forfeiture statutes. The city opposes any legislation that would eliminate or restrict DWI forfeiture if the offender installs an ignition interlock system.~~

~~Marijuana. The city opposes the legalization of recreational marijuana use and expansion of the current medical marijuana law to include plant material or any expansion of qualifying medical conditions. The city opposes any changes to the classification of marijuana as a schedule 1 drug, until the Minnesota Department of Health determines its effectiveness.~~

Critical Incident Training. The city supports legislation that would fund Critical Incident _____ Training for law enforcement agencies on calls for service where an individual is experiencing a mental health crisis. (State of Minnesota)

~~(State of Minnesota)~~ 1.4. Body Cameras. The city supports classifying and clarifying when body-worn _____ camera footage is public and accessible versus when the footage is non-public while _____ properly balancing both public safety and privacy concerns. (State of Minnesota)

1.5. Prescription Drug Take-Back. The city supports legislation requiring pharmacies to "take

back” unused prescriptions or over the counter medications at no charge. (State of Minnesota)

1.6. Criminal Background Checks. The city supports legislation preventing individuals who are not legally able to purchase a gun from doing so without a criminal background check where current loopholes exist (guns shows, online, or private transactions). (State of Minnesota)
(State of Minnesota)

IV. SUPPORT FOR REGIONAL ASSETS

1.1. Plymouth Ice Center. The city supports a capital appropriation of \$2.12 million for the Plymouth Ice Center renovation. Combined with matching funds from the City of Plymouth, this appropriation will make mandated and energy efficiency updates possible at one of the state’s largest and busiest facilities. It will also allow for renovation and remodeling, helping meet long-term demands for regional, state and national amateur sports. (State of Minnesota)

recommend that we focus our state funding requests to transportation infrastructure investments

1.2. County Road Retaining Walls. The city supports county funding for retaining wall replacement within city limits. The city has identified significant issues on County Road 6 and requests Hennepin County adequately fund and maintain its infrastructure in Plymouth.

(Hennepin County)

~~Hennepin County Youth Sports Grant. The City of Plymouth has applied for Youth Sports Grant funding from Hennepin County to support recreational facility projects. The city supports more equitable distribution of funding for the grants county wide. (Hennepin County)~~



Clerk's Division

1. Laserfiche – continue importing files converted from microfiche, and train departments on the system.
2. Elections – implement new E-poll book technology, new procedures regarding absentee voting, and work on legislation with LMC/MCFOA Elections Task Force.
3. Review liquor ordinances to ensure conformity with State Statutes and recommend changes as needed.
4. Review City policies and recommend changes as necessary.
5. Codify the City Code.

Communications Division

1. Upgrade the content management software for the city website, move the site to the cloud and refresh the website's look and feel.
2. Assist the economic development manager with communications and marketing needs for the new economic development department.
3. Develop communications to inform water customers about the transition to new water meters and a new utility billing system.
4. Grow the City's Social Media Presence: Continue to manage and monitor city social media platforms and work with departments to expand content.
5. Continue to work through the Northwest Cable Communications Commission to negotiate a cable television franchise with Century Link.

Finance Division

1. Improve the City's Utility Billing through new software, new meters, and new billing printer.
2. Upgrade CIP software for a more user friendly and reportable program.
3. Transition of Salaries/Benefits Budget from HR to Finance.
4. Implement of Open Gov Dashboard System.
5. Refine long range financial planning tools.
6. Update Utility Studies and Debt Study.

Human Resource Division

1. Implement Neogov Onboard software to more effectively and efficiently manage the hiring process for new hires and rehires.
2. Restructure the new hire orientation process to provide greater efficiency and opportunities for increased engagement.
3. Continue to monitor and limit the city's financial exposure under the Affordable Care Act.
4. Work with IT to enhance HR Intranet site.

IT Division

1. Continue virtualization of network infrastructure. Implement helpdesk and desktop management solutions and virtualize workstations.
2. Contribute to meter replacement project through GIS mapping of system.
3. Complete Park and Recreation software transition from Class to Vermont Systems.
4. Upgrade the disaster recovery switch at Public Works.
5. Public Works building expansion – network expansion.



Inspections

1. Analyze building permit fees to determine if current fees and methodologies are appropriate.
2. Implement the three year rental licensing program for single family and two family units.
3. Code Enforcement efficiency and response times.
4. Work on succession planning to prepare for the retirement of the building official and several inspectors.

Planning

1. Update the Comprehensive Plan.
2. Analyze development application and associated fees.
3. Continue the analysis and ordinance process for Medical Cannabis.
4. Work with Economic Development on code refinements as necessary.

Housing and Redevelopment Authority

1. Contribute to the Housing and Land Use (redevelopment) Elements of the Comprehensive Plan.
2. Continue City owned vacant lot analysis and disposition.
3. Analyze recently created HRA programs to determine cost effectiveness (Architectural, energy audit, etc.)
4. Continue to manage and operate the two senior buildings in a fiscally prudent manner.

Support Services & Section 8 Housing

1. Look at software alternatives as possible replacement for current suite.
2. Digitize rental licensing and fence permits.
3. Continue to monitor the Section 8 program revenues and expenses.



Economic Development Division

1. Increase opportunities to communicate directly with our existing and potential business community (BR&E visits, business newsletter, networking events).
2. Enhance the economic development website to create a resource for existing and potential businesses.
3. Facilitate a Realtor/Broker Forum in conjunction with the Minneapolis Area Realtors Association.
4. Create collaborative business development opportunities with partners such as Medical Alley, Greater MSP, DEED, TwinWest and Hennepin County.
5. Establish a workforce consortium made up of local manufacturing and medtech businesses to seek solutions to workforce challenges.
6. Cultivate relationships with landowners and businesses associated with potential redevelopment parcels.
7. Evaluate where additional economic development data is necessary to understand where resources may most effectively be utilized.
8. Identify additional proactive economic development initiatives in conjunction with a newly established Economic Development Authority (EDA).
9. Establish policies that are welcoming to the craft beer and distillery community.



Administration

1. Complete CIP Projects: Northwest Greenway Trail Segment (phase 2) & Pedestrian Bridge, Plymouth Ice Center/Life Time Fitness Parking Lot Renovation, trail gap project, and development of a new neighborhood park within the Aspen Hollow development.
2. Work with consultants to develop a master plan for the Northwest Greenway trail heads, including the potential relocation of the Vicksburg Barn.
3. Work with the Zakkary Johnson Memorial Foundation on the Miracle Field & Universal Design Playground project (Zachary Park).
4. Continue staff succession planning for eminent retirements in 2016 – 2018.

Parks & Forestry

1. Continue treatment and management plans for invasives (e.g. Emerald Ash Borer and Buckthorn).
2. Complete CIP projects: Parkers Lake tennis court replacement, PIC irrigation system replacement, playground replacement/renovations at Gateway and Three Ponds Neighborhood Parks.
3. Complete miscellaneous facility improvements and repairs on city trails, parking lots, boardwalks, shelter facilities and neighborhood parks undergoing playground replacement/renovations.
4. Implement ADA improvements to trails and facilities when possible.

Plymouth Creek Center & Fieldhouse

1. Initiate feasibility study for additional space at the Plymouth Creek Center.
2. Prepare plans and specifications for the replacement of the dome at the fieldhouse.
3. Maximize program and rental use of the Plymouth Creek Center.

Plymouth Ice Center

1. Complete facility improvements/repairs: new Rupp Roof Air Exchange unit, electronic reader board and updated sound system.
2. Sell advertising space for the Zamboni and scoreboards.
3. Review and update protocols and procedures to enhance operational efficiencies.
4. Prepare construction plans and costs for the refrigerant/rink conversion proposed for 2017.

Recreation

1. Reevaluate and revise the Recreation Activities Guide in alignment with the new Software System.
2. Implement new recreation registration/facility use software.
3. Transition new staff – Recreation Manager and Recreation Supervisor.
4. Work with Wayzata School District 281 to implement necessary changes to programs and services based on the adjusted school start times.

Volunteers

1. Review policies for volunteer recognition program.
2. Continue to initiate effective and efficient use of volunteers in the community.



General

1. Further the development and implementation of the Public Safety Model.
2. Incorporate 21st Century Policing Report recommendations (applicable to both divisions).
3. Generate more administrative and operational efficiencies between divisions.

Fire

1. Develop staffing roadmap to best support community growth and needs.
2. Initiate schedule changes to provide more reliable and rapid response.
3. Identify operational efficiencies through modern tactics and technology.
4. Redefine community outreach programs and alliances.

Police

1. Initiate 2016-2018 staffing plan to address fifth patrol district and succession planning.
2. Develop a tailored Blueprint Program to better address domestic assault cases.
3. Enhance investigative services to vulnerable adults and children.
4. Continue to lead regional emergency management and critical incident training.



Streets

1. Continue sign replacement program to address Federal regulations regarding reflectivity.
2. Perform snow plowing and street clearing while remaining sensitive to water quality.
3. Continue aggressive maintenance overlay and street sweeping programs and explore crack sealing options.
4. Implement chemical de-icing mixing and dispensing system.

Utilities

1. Continue inflow and infiltration reduction program.
2. Address and monitor flood control issues.
3. Continue well and lift station rehabilitation program.
4. Implement meter replacement program and enhance water conservation efforts.

Central Services

1. Complete 2015 fleet replacement program and assist with Public Safety fleet additions.
2. Continue energy saving facility upgrades.
3. Manage Public Works Maintenance Facility expansion construction.
4. Install Severe Weather Siren No. 14 at Meadow Creek Elementary.

Solid Waste

1. Improve efficiency of Spring Clean Up.
2. Monitor recycling participation rates and materials collected as well as revenue sharing.
3. Evaluate organics recycling collection and commercial recycling options.

Engineering

1. Continue aggressive pavement management program.
2. Review development proposals and monitor traffic operations during construction.
3. Implement CIP projects including Vicksburg Lane and County Road 24.
4. Manage flashing yellow arrow signal conversion with Hennepin County.

Water Resources

1. Monitor and respond to TMDL requirements.
2. Administer Wetland Conservation Act.
3. Manage Elm Creek Stream Restoration project.
4. Begin Phase I of 15th Avenue/Pineview Lane storm and sanitary sewer replacement under TH 55.