



# AGENDA REPORT

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**Meeting Date:** August 23, 2021

**Meeting Type:** City Council Meeting

**Submitted By:** Melissa Moore, Administrative Services Coordinator/Deputy City Clerk  
Daniel Tienter, Director of Finance/City Treasurer/City Clerk

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## Title

Resolution No. 2021-67, Authorizing and Directing Efforts Related to the Recodification of the Fridley City Code

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## Background

Pursuant to Minnesota Statute § 415.02 and Fridley City Charter (Charter) § 1.02, the City Council (Council) may codify and publish ordinances that carry the force and effect of law for the City of Fridley (City), which may be arranged into a system generally referred to as the Fridley City Code (Code). Furthermore, Charter § 3.10 provides for the recodification of the Code at least every 10 years.

At its August 9, 2021 Conference Meeting the City Council was supportive of staff's plans to review and update the Code, and provided feedback and direction. Resolution No. 2021-67 is the formal authorization for staff to begin the Project, which will take approximately three years to complete.

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## Financial Impact

None at this time. However, some City Code changes may have specific financial impacts, which will be reviewed with the Council as part of the amendment process.

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## Discussion

Staff recommend the approval of Resolution No. 2021-67.

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## Focus on Fridley Strategic Alignment

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|--|---|
| <input type="checkbox"/> Vibrant Neighborhoods & Places              | <input type="checkbox"/> Community Identity & Relationship Building |
| <input type="checkbox"/> Financial Stability & Commercial Prosperity | <input type="checkbox"/> Public Safety & Environmental Stewardship  |
| <input checked="" type="checkbox"/> Organizational Excellence        |   |

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## Attachments and Other Resources

- Resolution No. 2021-67

## Vision Statement

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

**Resolution No. 2021-67**

**Authorizing and Directing Efforts Related to the Recodification of the Fridley City Code**

**Whereas**, pursuant to Minnesota Statute § 415.02 the City of Fridley (City) may codify and publish ordinances and other regulations as evidence of the laws of the municipality; and

**Whereas**, Fridley City Charter (Charter) § 1.02 authorizes the City to make and pass ordinances to promote the peace, good government and welfare of the City; and

**Whereas**, Charter § 3.10 requires the City to rearrange and codify the Fridley City Code (Code) at an interval of every ten years; and

**Whereas**, the process of codification requires the collection, classification and revision of the various chapters and sections of the Code to improve clarity, equity and uniformity; and

**Whereas**, in 2020, the City Manager created the Recodification Coordinating Group (RCG) among staff to review and recommend Code modifications to the City Council; and

**Whereas**, in partnership with all departments, the RCG conducted a preliminary review and inventory of the Code to identify any potential revisions; and

**Whereas**, the preliminary review demonstrated the need for a formal, transparent process to review, revise and recodify the Code; and

**Whereas**, the City Council, at their August 9, 2021 Conference Meeting, reviewed the proposed recodification process and guided staff to present a resolution for their consideration at future City Council meeting.

**Now, therefore be it resolved**, that the City Council of the City of Fridley, Minnesota hereby authorizes and directs the City Manager to formally begin the recodification of the Fridley City Code and to make regular report to the City Council on the progress related thereto at least every six months.

**Passed and adopted by the City Council of the City of Fridley this 23rd day of August, 2021.**



Scott J. Lund – Mayor

Attest:



Daniel Tienter – City Clerk

**RESOLUTION NO. 2021-67,  
AUTHORIZING AND DIRECTING EFFORTS  
RELATED TO THE RECODIFICATION OF  
THE FRIDLEY CITY CODE**

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**AUGUST 23, 2021**



# WHAT IS RECODIFICATION?

- The collection and systematic arrangement of the ordinances of a local government related to specific practices within its jurisdiction
- The creation and maintenance of the Fridley City Code is authorized by several regulations, including:
  - Minnesota Statute § 415.02
  - Fridley City Charter (Charter) § 1.02
  - Charter § 3.10

# PLANNING AND GOALS

- In 2020, the City Manager created the Recodification Coordinating Group (RCG) to support the Recodification Project
  - Department Directors to provide leadership among their departments
  - Recodification Liaisons to serve as Subject Matter Experts for their respective department or division
- Generally, the Project will adhere to the following goals:
  - Improve accessibility
  - Align with known best practices
  - Provide clarity for end users

# PROCESS TO DATE

June - July, 2020

- All Fridley City Code converted to an online format
- Inventory of entire City Code

September -  
December, 2020

- Department Directors provide prioritization guidance
- RCG begins preliminary recodification project

January – July,  
2021

- Proposed reorganization of the City Code
- Recodification Liaisons appointed by the City Manager and trained

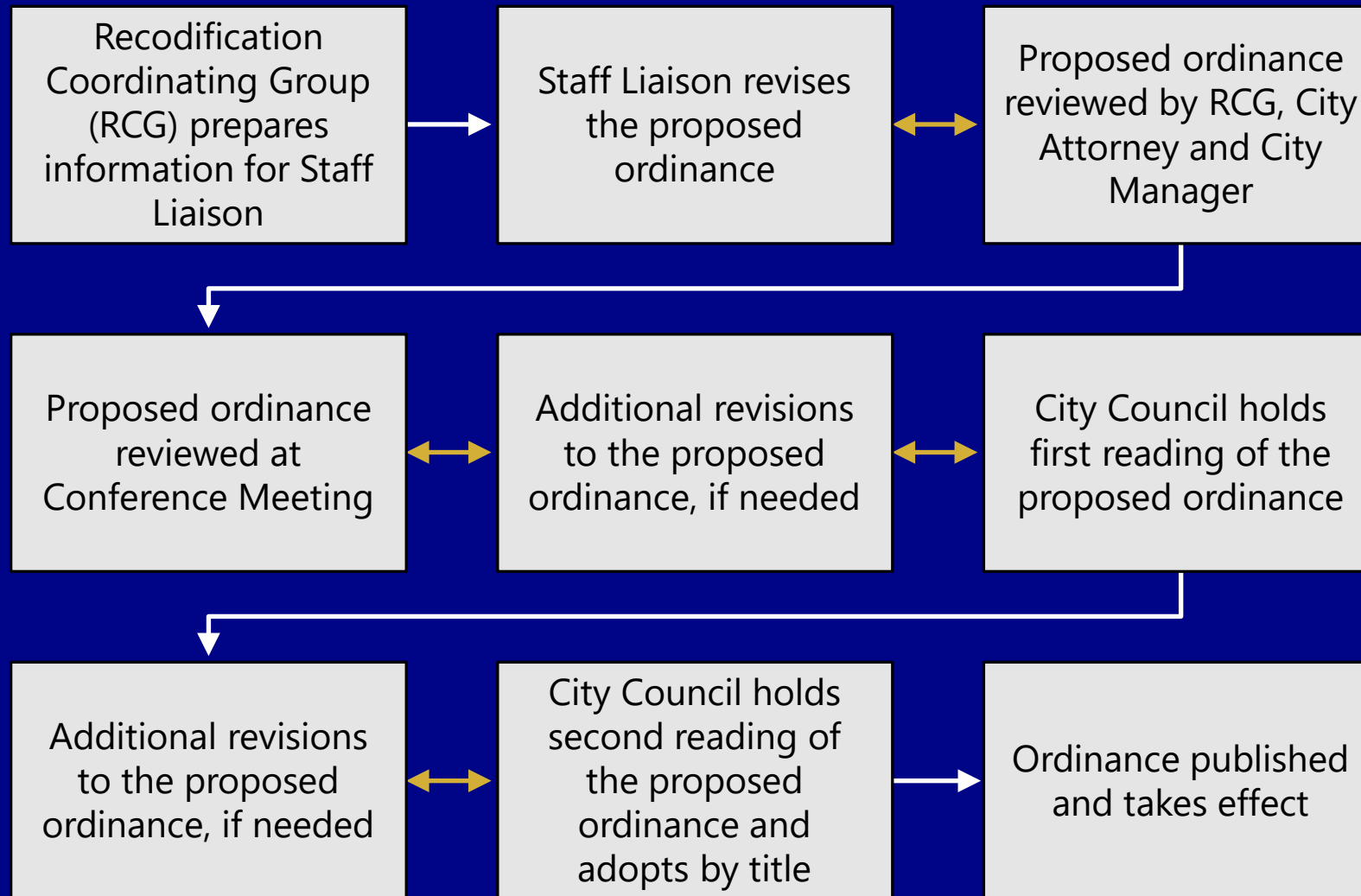
Present

- City Council reviews Recodification Project
- Formalization of City Code reorganization
- Staff begin working on first round of revisions

# PROPOSED REORGANIZATION

Current Organization	Proposed Reorganization
001 – Legislative and Licenses and Permits	Title 1 – General Provisions
100 – Health, Safety and Welfare	Title 2 – Administration
200 – Lands and Buildings	Title 3 – Licensing
400 – Utilities	Title 4 – Health, Safety and Welfare
500 – Public Ways and Places	Title 5 – Public Nuisance
600 – Liquor	Title 6 – Lands and Buildings
700 – Amusements and Special Activities	Title 7 – Zoning
800 – Offenses	Title 8 – Franchises, Utilities and Right-of-Way
900 – Construction and Interpretation	Title 9 – Public Ways and Places
Appendices	Appendices

# PROPOSED PROCESS MOVING FORWARD





# NEXT STEPS & RECOMMENDATION

- A Recodification Project webpage with updates and all supporting documents found on the City's website:
  - [Fridleymn.gov](http://Fridleymn.gov) > Government > City Council and Commissions
  - Click on Recodification Project
- The City Manager will recommend a 2022 calendar with additional, stand-alone Conference Meetings for Project review
- Staff recommend the City Council approve Resolution No. 2021-67, Authorizing and Directing Efforts Related to the Recodification of the Fridley City Code

# THANK YOU!

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## QUESTIONS?