City of Robbinsdale

City Council Meeting
Tuesday, February 20, 2024
4100 Lakeview Avenue North
Robbinsdale, MN
7:00 PM

AGENDA

CITIZEN PARTICIPATION

The City Council is meeting as a legislative body to conduct the business of the City according to the RULES OF PROCEDURE AND DECORUM OF THE CITY COUNCIL. Unless so ordered by the Mayor, citizen participation is limited to the following times and always within the prescribed rules of conduct for public input at meetings.

A. PUBLIC HEARINGS: Public hearings are conducted so that the public affected by a proposal may have input into the decision. During hearings, all affected residents will be given an opportunity to speak pursuant to the RULES OF PROCEDURE AND DECORUM OF THE CITY COUNCIL.

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

Any member of the public may speak at this time on any item NOT on the agenda. In consideration for the public attending the meeting for specific items on the agenda, this portion of the meeting will be limited to fifteen (15) minutes. Individuals are requested to limit their comments to four (4) minutes or less. If the majority of the Council determines that additional time on a specific issue is warranted, then discussion on that issue shall be continued under Other Business at the end of the agenda. Before addressing the City Council, members of the public are asked to step up to the microphone, give their name, address and state the subject to be discussed. All remarks shall be addressed to the Council as a whole and not to any member thereof. No person other than members of the Council and the person having the floor shall be permitted to enter into any discussion without permission of the presiding officer.

Your participation, as prescribed by the Council's RULES, is welcomed and your cooperation is greatly appreciated.

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1. CITY COUNCIL MEETING CALLED TO ORDER
2. ROLL CALL: Parisian, Wagner, Murphy, Mayor Blonigan
3. MICROPHONE CHECK: Parisian, Wagner, Murphy, Mayor Blonigan
4. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE CITY COUNCIL ON MATTERS NOT ON THE AGENDA
5. APPROVAL OF THE FEBRUARY 20, 2024 MEETING AGENDA
6. CONSENT AGENDA: Pursuant to Council rules, one motion, non- debatable, will approve the recommendation noted. Any member of the Council may ask for an item to be taken from the Consent Agenda for discussion and separate action. Such items removed from the Consent Agenda shall be considered immediately following approval of the balance of the Consent Agenda:

A. Approve City Council special work session minutes from February 12, 2024

B. Approve City Council work session minutes from February 13, 2024

C. Authorize City Manager to Execute Organized Labor Agreement

D. Violent Crime Reduction Task Force

E. Approval of Licenses

F. Authorize Staff to Apply for - National Park Service, Rivers, Trails, and Conservation Assistance Program

7. <u>PRESENTATIONS</u>

A. None

8. <u>PUBLIC HEARINGS</u>

A. None

9. <u>OLD BUSINESS</u>

A. None

10. <u>NEW BUSINESS</u>

A. Accept Seed Grant Funds from the University of Minnesota

B. Consider City Investment Strategies

11. <u>OTHER BUSINESS</u>

A. Voucher Requests Pending Approval for Disbursement

12. <u>ADMINISTRATIVE REPORTS</u>

13. <u>COUNCIL GENERAL COMMUNICATIONS</u>

14. <u>ADJOURNMENT</u>

City of Robbinsdale

MINUTES

CITY COUNCIL WORK SESSION CALLED TO ORDER

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

ROLL CALL

Present: Murphy, Parisian, Mayor Blonigan, Mayor Pro Tem Wagner
Absent: None
Staff: Tim Sandvik, City Manager; Chase Peterson-Etem, City Clerk; Kayla Kirtz, Sustainability Coordinator; Joanna Brookes, Human Resources/Risk Management Manager; Mike Powell, Assistant Fire Chief; Guy Dorholt, Fire Chief; Patrick Foley, Police Chief; Rick Pearson, Community Development Director; Diaa Tahoun, Finance Director; Richard McCoy, Public Works Director/City Engineer; Matt Bazyk, Recreation Services Manager

DISCUSSION

A. 2024 City Council Goal Setting

Staff and Council Members discussed goals for 2024.

STAFF UPDATES

None.

COUNCIL UPDATES

None.

ADJOURNMENT

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

____
Chase Peterson-Etem, City Clerk

____
Aaron Wager, Mayor Pro Tem

City of Robbinsdale

MINUTES

CITY COUNCIL WORK SESSION CALLED TO ORDER

Mayor Pro Tem Wagner called the meeting to order at 7:10 p.m.

ROLL CALL

Present: Murphy, Parisian, Mayor Blonigan, Mayor Pro Tem Wagner
Absent: None
Staff: Tim Sandvik, City Manager; Rick Pearson, Community Development Director; Richard McCoy, Public Works Director/City Engineer; Kayla Kirtz, Sustainability Coordinator

DISCUSSION

A. City Investment Strategies

Sandvik introduced the discussion about city investment options. Sandvik explained the changes to state legislation through the State Board of Investment (SBI) that allows cities new types of investment opportunities. Sandvik asked for feedback from the Council, noting that staff could put together a resolution for an upcoming City Council meeting, directing staff to begin investing in these new strategies.

Mayor Blonigan explained his involvement in the new legislation changes and expressed support for investing. Sandvik thanked Mayor Blonigan for his leadership.

Murphy asked if the SBI offers any guidance to investors and Sandvik responded that the SBI explicitly states they do not provide guidance.

Mayor Blonigan and Sandvik discussed processes and policy to ensure checks and balances when the city is processing investments.

Sandvik explained that there are fees for removing funds.

Mayor Pro Tem Wagner expressed support for investing with the SBI.

Mayor Blonigan explained nuances of the statute and stated that the city should have a policy on losses.

Parisian expressed excitement about the discussion. Parisian requested that staff provide an annual report with updates on the investments. Mayor Blonigan and Sandvik discussed adding an investment update to the quarterly financial report that gets distributed to the City Council.

Sandvik noted that they have been working with the City Attorney on a resolution.

B. Parks Master Plan Request for Proposals

Sandvik introduced the Parks Master Plan Request for Proposals. Sandvik recapped the January Parks, Recreation, & Forestry (PRF) Commission meeting, and reminded the City Council that a Parks Master Plan was approved in the 2024 budgeting process. Sandvik shared that staff are ready to kick off the planning process.

Mayor Pro Tem Wagner recapped his experience at the PRF Commission, noting that the Commission is excited about this project. Mayor Pro Tem Wagner noted "healthy living" as an important priority for the Commission.

Kirtz shared about her experience at the PRF Commission meeting.

Sandvik noted that throughout the planning process there will be ample opportunities for community, Commissioner, and City Council input.

Sandvik reminded the Council that the city budgeted $30,000-$40,000 for the process.

Sandvik clarified the engagement timeline.

Parisian noted that a lot of the themes within the RFP are aligned with the goals that staff and Council discussed at the annual goals setting work session on Monday, February 12.

Wagner shared that the Commissioners really appreciated the January Commission meeting.

C. Concept Plans for 4500 West Broadway

Pearson discussed the Osterhaus property at 4500 West Broadway in Robbinsdale and explained what a developer is interested in doing with the property. Pearson explained that there is limited parking near the site, which is a challenge. Pearson discussed parking and driveway options.

Mayor Pro Tem Wagner expressed support for more coffee shops dispersed throughout Robbinsdale neighborhoods. Murphy expressed support, and noted that the property has been a business for a long time so the proposed plans would not significantly change the use of the building.

Pearson discussed zoning options. Murphy noted that if the property gets rezoned there will be a public hearing, so the community can provide input. Mayor Blonigan expressed openness to the idea, but is skeptical because of the neighborhood. Parisian expressed openness, and voiced support for a coffee shop that is more of a community space.

Council Members confirmed with Pearson that they are open to the idea.

D. Metropolitan Council Growth Projections for 2050

Pearson shared preliminary growth projections for 2050 from the Metropolitan Council.

Staff and Council discussed TIF.

Pearson described properties that are being considered as potential redevelopment sites.

Council expressed contentment with the estimated numbers. Pearson noted there is a benefit to keeping the numbers conservative because of aging infrastructure.

STAFF UPDATES

McCoy shared plans for updating parking at the Public Safety building.

Sandvik provided an update on the People over Parking Act. Sandvik clarified minimum parking requirements. Sandvik encouraged the Council to keep the topic on their radar.

Sandvik introduced social districts, and noted it might be something that the Council consider in the future, offering West Broadway as an example of a potential "social district."

Sandvik provided an update that Graeser Park has been designated as eligible for listing in the National Register of Historic Places, determined by the Minnesota State Historic Preservation Office.

Sandvik reminded Council that staff are happy to provide data to Council ahead of council meetings pertaining to certain topics.

Sandvik noted that there will likely be a resolution at an upcoming council meeting for the sergeants' organized labor agreements.

Sandvik explained a new joint powers agreement between the Bureau of Criminal Apprehension forming a violent crime-reduction group.

McCoy updated Council on properties who have not changed out their water meters.

Pearson and Council discussed a residential property.

COUNCIL UPDATES

Mayor Blonigan discussed the spending accumulated this year so far on snow and ice management.

The Council discussed residential properties.

Mayor Pro Tem Wagner discussed a ceasefire resolution.

ADJOURNMENT

Mayor Pro Tem Wagner adjourned the meeting at 9:26 p.m.

____________________________ ____________________________

Kayla Kirtz, Recorder | Aaron Wagner, Mayor Pro Tem

City of Robbinsdale

TO:	Mayor and City Council
PREPARED BY:	Tim Sandvik, City Manager
APPROVED BY:	Tim Sandvik, City Manager
DATE:	February 20, 2024
RE:	Authorize City Manager to Execute Organized Labor Agreement

Background:

Robbinsdale City Staff began meeting with Law Enforcement Labor Services, INC (LELS) Local 8 Last May to negotiate a new labor agreement.

Analysis:

Over several months, both parties came to agreements as highlighted in the attached resolution.

Recommendation:

Authorize the City Manager to execute a Labor Agreement between the City of Robbinsdale, MN, and Law Enforcement Labor Services, Inc Local No 8 (Sergeants) effective January 1, 2024 - December 31, 2025.

Attachments:

1. Resolution of Support - LELS 8 -- 2024-2025

Member ____________ moved and Member ____________________ seconded a motion that the following resolution be read and adopted this 20th day of February, 2024.

RESOLUTION NO. ________

A RESOLUTION APPROVING THE LABOR AGREEMENT WITH THE CITY OF ROBBINSDALE, MN, AND LELS, LOCAL 8, AND CORESPONDING MEMORANDUMS OF UNDERSTANDING (MOUs)

WHEREAS, the City of Robbinsdale staff and Law Enforcement Labor Services (LELS), Local 8 (Sergeants) have agreed to a two year contract from January 1, 2024 through December 31, 2025; and

WHEREAS, the two parties have agreed to restructure the annual step and years of service payment schedule, as well as a 4% Cost of Living (COLA) adjustment for 2025; and

WHEREAS, the two parties have agreed to recognize changes in Employee Safe and Sick Time (ESST), adjust uniform allowance, define who is available for shift differential, insurance contributions, continue other stipulations of prior contracts.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROBBINSDALE:
That the labor agreement for 2024 and 2025 between the City of Robbinsdale and LELS, Local 8 is herby approved.

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

And the following voted against the same:

PASSED AND ADOPTED BY THE CITY COUNCIL THIS 20th DAY OF February, 2024.

____
William A. Blonigan, Mayor

ATTEST:

____
Chase Peterson-Etem, City Clerk

City of Robbinsdale

TO:	Mayor and City Council
PREPARED BY:	Tim Sandvik, City Manager, Patrick Foley, Police Chief
APPROVED BY:	Tim Sandvik, City Manager
DATE:	February 20, 2024
RE:	Violent Crime Reduction Task Force

Background:

Violent crime reduction is a key pillar for law enforcement. The Robbinsdale Police Department has been in conversations with several surrounding law enforcement agencies, including the Minnesota Bureau of Criminal Apprehension (BCA) in regards to this. The MN BCA is putting together a Violent Crime Reduction Task Force (VCRT) which will be comprised of numerous agencies.

Analysis:

Statewide law enforcement has seen that crime doesn't stop at the border of any jurisdiction and that people committing crime are more transient than ever before. By placing a Robbinsdale Police Officer on this task force, we will have increased communication with other agencies and a heightened knowledge of what their crime issues are. It will bolster investigative powers in our city as well as provide additional resources to address violent crime in our community. Having a position such as this will also help bolster our current efforts for recruitment and retention of employees.

At the time of preparing packet materials, the City Attorney and staff were still reviewing the attached JPA. If updates/changes are recommended, they will be presented to Council.

Recommendation:

Authorize the Mayor, City Manager, and Police Chief to execute a Joint Powers Agreement, with the State of Minnesota - BCA Violent Crime Reduction Unit.

Attachments:

1. Robbinsdale PD - BCA Violent Crime Reduction Unit JPA (002)

STATE OF MINNESOTA
BCA VIOLENT CRIME REDUCTION UNIT
JOINT POWERS AGREEMENT

This Joint Powers Agreement ("Agreement") is between the State of Minnesota, acting through its Commissioner of Public Safety on behalf of the Bureau of Criminal Apprehension ("BCA"), **and City of Robbinsdale acting on behalf of its Police Department, 4101 Hubbard Ave N, Robbinsdale, MN 55422** ("Governmental Unit"), together known as "Parties."

Recitals. Under Minnesota Statutes § 471.59, the BCA and the Governmental Unit are empowered to engage in agreements to jointly and cooperatively exercise their powers. The Parties wish to work together to prevent, investigate, and prosecute violent crimes, including but not limited to murder and assaults, the trafficking of illicit drugs and firearms, carjacking, and other violent crimes. The Governmental Unit wants to work cooperatively with the BCA Violent Crime Reduction Unit ("VCRU"), which is operated by the BCA.

1. Term of Agreement.

- **A.** Effective Date. This Agreement is effective on the date the BCA obtains all required signatures pursuant to Minnesota Statutes § 16C.05, subdivision 2.
- **B.** Expiration Date. This Agreement expires three (3) years from the Effective Date, unless terminated at an earlier date pursuant to clause 14.
- **C.** This Agreement does not establish an employment relationship between the BCA and the Governmental Unit, nor any persons performing under the Agreement.

2. Purpose. The Governmental Unit and the BCA enter into this Agreement to facilitate the cooperation and coordination of the Governmental Unit with the work of the VCRU, which uses an array of proactive and reactive investigative techniques to prevent, investigate, and prosecute violent crime; gathers information necessary to identify crime patterns and uses this information to develop strategies for prevention and enforcement; and conducts outreach and education to community members, groups, and stakeholders in order to facilitate the creation and implementation of solutions to deter and prevent violent crime.

3. Responsibilities of the Governmental Unit. The VCRU's interagency collaborative approach is implemented via the performance of the following activities by the Governmental Unit and any individuals working with the VCRU on its behalf, under the leadership of the Special Agent in Charge of the VCRU ("the SAIC") and the VCRU's Assistant Special Agents in Charge ("ASAICs"):

- **A.** Assign one or more investigators or employees of the Governmental Unit to the VCRU. This agreement shall refer to them as "Assigned Investigator" or "Assigned Employee," throughout. These Assigned Investigators or Assigned

Employees must be approved to participate in VCRU activities, in advance of doing so, by the BCA's Deputy Superintendent - Investigations. During the period of assignment to this task force, the Governmental Unit will remain responsible for establishing the salary and benefits, including overtime, of the Assigned Investigator(s) and/or Assigned Employee(s), and for making all payments due them. BCA will reimburse the Governmental Unit for the full salary and fringe costs of the assigned employee, and will reimburse overtime costs of the assigned employee up to $21,000.00.

B. Be willing and able to respond and/or work jointly on violent crimes and complete any duties assigned to the Governmental Unit, by the SAIC, for the duration of the term of this Agreement.

C. Conduct investigations in accordance with provisions of state and federal law, BCA policies and operating procedures as indicated herein, and any other investigative standards required of a BCA Special Agent.

D. Investigate illicit firearms trafficking crimes committed by organized groups or individuals, including the trafficking in illicit firearms parts and the illicit manufacture of firearms.

E. Investigate homicide, assault, carjacking and other crimes against the person as directed by the SAIC/ASAICs, utilizing best investigative practices to create prosecutable cases, and providing support to victims and witnesses involved therein.

F. Investigate illicit street racing and automobile theft cases with a focus on identifying and disrupting organizations or networks of individuals involved in the commission or facilitation of such crimes.

G. Where indicated to have a nexus with firearms crimes or other violent crimes under VCRU investigation, investigate illicit drug trafficking crimes as necessary to facilitate VCRU investigative purposes.

H. Participate in operations to apprehend dangerous fugitives as directed by the SAIC/ASAICs.

I. Maintain accurate records of prevention, education, and enforcement activities, to be collected and forwarded quarterly to the SAIC for statistical reporting purposes.

J. Prepare an operational briefing sheet for each active operation, including deconfliction measures as directed, to be approved by the SAIC/ASAICs.

K. Prepare investigative reports to be submitted to the BCA's chain of command.

L. Ensure evidence collected is appropriately collected, accounted for, and retained in a BCA-authorized secure facility.

M. Each assigned investigator will be issued a body-worn camera by the BCA, to be utilized in the course of VCRU activities. Assigned investigators will adhere to BCA's policies regarding body-worn cameras, and shall ensure footage captured by BCA-issued cameras is appropriately uploaded to the BCA system(s).

N. Participate in training as directed by the SAIC/ASAICs or designee(s).

O. While conducting VCRU activities, adhere to the following BCA policies and/or procedures:

   1. BCA-1008 Operation of a State Vehicle
   2. DPS-5100 Acceptable Use of Department Computers, Electronic Equipment, Information Systems and Resources
   3. INV-7002 Informants
   4. INV-7003 Confidential Funds

5. INV-7004 Police Pursuits and Emergency Vehicle Operations
6. INV-7010 Critical Incidents
7. INV-7013 Evidence Handling
8. INV-7014 Procession of Property Seized for Administrative Forfeiture
9. INV-7015 Inventory of Seized Impounded Vehicles
10. INV-7016 Consumption of Alcoholic Beverages
11. INV-7017 Reverse Undercover Drug Operations
12. INV-7020 Radio Communications
13. INV-7022 Cellular Exploitation Equipment
14. INV-7026 Online Resources and Social Media in Investigative Activities
15. INV-7030 Consular Notification
16. INV-7033 Unmanned Aircraft Systems
17. INV-7034 Conflicts of Interest
18. INV-7035 Search Warrants for Nighttime and/or Unannounced Entry
19. INV-7037 Body Worn Cameras

P. While conducting VCRU activities, adhere to required policies, operations plans, or other operational guidance issued by the SAIC/ASAICs, including new policies governing VCRU activities as directed.

Q. Assigned Investigators must comply with the use of force provisions of their home agency's policies/procedures. Assigned Investigators must also comply with directives issued by the SAIC/ASAICs. In the event of a conflict between the use of force requirements of the Assigned Investigator's home agency policy, and the policies or directives of the VCRU, the policies and procedures of the home agency shall govern. Prior to deployment in the field, Assigned Investigators will confer with the VCRU SAIC/ASAIC to identify any potential use of force policy conflicts and work to resolve them in advance of operational activities.

R. Utilize task management and accountability programs and procedures, including Time Tracker, as directed by the SAIC/ASAICs.

S. Submit all requests in the requested format for reimbursement in a timely manner to the SAIC.

4. **Responsibilities of the BCA.** The aforementioned approach will be implemented via the performance of the following activities by the BCA:

A. The BCA will provide the VCRU with a BCA Special Agent in Charge to serve as the SAIC of the VCRU.

B. Provide guidance and training, as appropriate, on all VCRU standards to be followed by the Governmental Unit, Assigned Investigators, and Assigned Employees.

C. Review, approve or decline, or request additional information on appropriately submitted and pre-approved reimbursement requests, within three (3) business days of receipt.

D. Provide reimbursement within thirty (30) business days of the appropriately submitted and pre-approved reimbursement requests directly to the Governmental Unit.

E. Provide supplies and equipment to Assigned Investigators and Assigned Employees. Supplies issued to Assigned Investigators include, but are not limited to, a squad vehicle, a body worn camera, a computer, a cellular phone, and office supplies. Supplies issued to civilian Assigned Employees include, but are not limited to, a computer, a cellular phone, and office supplies. Supplies issued to Assigned Investigators and Assigned Employees remain the property of the State of Minnesota, and shall be remitted back to the BCA when the Assigned Investigator or Assigned Employee leaves the VCRU.

F. Provide copies of body worn camera footage that captures or documents the activities of the Governmental Unit's Assigned Investigator for purposes of internal review/investigation by the Governmental Unit, upon request of the Assigned Investigator's chief law enforcement officer. Body worn camera recordings shall be treated in accordance with the Minnesota Government Data Practices Act, the premature disclosure of which could reasonably be expected to interfere with criminal investigation and prosecution. The Governmental Unit shall not further disseminate the recording(s) beyond the Governmental Unit or release to the public without consultation with the BCA.

G. Provide evidence storage at BCA headquarters or a BCA-approved secure facility.

H. Proceeds from assets seized through VCRU activities and forfeited through judicial proceedings shall be maintained in a separate fund administered by the state, for purposes of offsetting equipment expenses, future salaries, and other expenses incurred by the VCRU. The BCA retains the right to distribute proceeds from forfeited assets to the Governmental Unit at its discretion.

5. **Standards of the Governmental Unit.** The following standards must be met by the Governmental Unit, each Assigned Investigator, and each Assigned Employee:

A. Assigned Investigators must be licensed peace officers in good standing with the Minnesota Peace Officer's Standards and Training Board (POST). Assigned Investigators and Assigned Employees must be in good standing with their home agency.

B. Assigned investigators and Assigned Employees must be skilled in a broad array of investigative technologies and techniques, to be used as appropriate, throughout their work with the VCRU.

C. Assigned Investigators and Assigned Employees must utilize task management and accountability programs and procedures, including Time Tracker, as directed by the SAIC/ASAICs.

D. Assigned Investigators and Assigned Employees will follow all applicable and appropriate state and/or federal laws in all VCRU-related activities.

E. Assigned Investigators and Assigned Employees must be employed by the Governmental Unit.

F. Assigned Investigators and Assigned Employees must follow best law enforcement practices in the discharge of their VCRU duties, conducting themselves with the highest degree of professionalism, avoiding any conflicts of interest, and conducting their activities impartially.

6. **Employment Relationship.** This agreement does not create an employment relationship between the Assigned Investigators and/or Assigned Employees and the BCA. All Assigned Investigators & Assigned Employees from the Governmental Unit shall continue to be employed and directly supervised by the same Governmental Unit currently employing that member, regardless of their participation in VCRU activities. All services, duties, acts or omissions performed by the Assigned Employee or Assigned Investigator will be within the course and duty of their employment and, therefore, covered by any benefits or protections provided them as employees of the Governmental Unit. This includes, but is not limited to, workers compensation, health, and dental benefits. Nothing in this Agreement shall otherwise limit the jurisdiction, powers, and responsibilities possessed by an Assigned Investigator and Assigned Employee of the Governmental Unit.

7. Reimbursement of Expenses. In order to obtain reimbursement for expenses associated with activities of the VCRU, the Governmental Unit must:

A. Submit a written request, in the appropriate format, for pre-approval of the reimbursement for funds expended as a result of the activities of the VCRU.

B. If and when this pre-approval is received, the Governmental Unit may expend funds to be reimbursed within the limitations of the pre-approval.

C. In order to receive reimbursement following this expenditure, the Governmental Unit must supply original receipts to be reimbursed on the aforementioned pre-approvals.

8. Authorized Representatives.

The BCA's Authorized Representative is the individual noted below, or his/her successor:

Name:	Scott Mueller, Deputy Superintendent
Address:	Department of Public Safety, Bureau of Criminal Apprehension 1430 Maryland Avenue East Saint Paul, MN 55106
Telephone:	651-793-1129
Email:	Scott.D.Mueller@state.mn.us

The Governmental Unit's Authorized Representative is the individual noted below or his/her successor:

Name:	Chad Stensrud, Captain
Address:	4101 Hubbard Ave N Robbinsdale, MN 55422
Telephone:	763.531.1284
Email:	cstensrud@robbinsdalemn.gov

If either of the Parties must change their Authorized Representative, notice must be provided, in writing, to the other party.

If either Authorized Representative will be unavailable for a significant period of time, a temporary Authorized Representative may be assigned via the same notice process.

9. Assignment, Amendments, Waiver, and Agreement Complete.

A. Assignment. The Governmental Unit may neither assign nor transfer any rights or obligations under this Agreement.

B. Amendments. Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by both Parties, through their Authorized Representatives.

C. Waiver. If the BCA fails to enforce any provision of this Agreement, that failure does not waive the provision or its right to enforce it.

D. Agreement Complete. This Agreement contains all negotiations and agreements between the BCA and the Governmental Unit. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

10. **Liability.** The Parties agree that each will be responsible for its own acts, omissions, and/or the results thereof, to the extent permitted by law and shall not be responsible for the acts or omissions of any others, and/or the results thereof. The BCA's liability shall be governed by provisions of the Minnesota Tort Claims Act, Minnesota Statutes § 3.736, and other applicable law. The Governmental Unit's liability shall be governed by provisions of the Municipal Tort Claims Act, Minnesota Statutes §§ 466.01-466.15, and other applicable law.

11. **Audits.** Under Minnesota Statutes § 16C.05, subdivision 5, the Governmental Unit's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the BCA and/or the State Auditor and/or Legislative Auditor for a minimum of six (6) years from the end of this Agreement.

12. **Government Data Practices.** The Governmental Unit and the BCA must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, and other applicable law, as it applies to all data provided by the BCA under this Agreement and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Governmental Unit under this Agreement. The civil remedies of Minnesota Statutes § 13.08 apply to the release of the data referred to in this clause by either the Governmental Unit or the BCA.
    - **A.** If the Governmental Unit receives a request to release the data referred to in this clause, the Governmental Unit must immediately notify and consult with the BCA's Authorized Representative as to how the Governmental Unit should respond to the request. The Governmental Unit's response to the request shall comply with applicable law.

13. **Governing Law, Jurisdiction, and Venue.** Minnesota law, without regard to its choice-of-law provisions, governs this Agreement. Venue for all legal proceedings that result out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

14. **Expiration and Termination.** Either party may terminate this Agreement at any time, with or without cause, upon 30 days written notice to the other party. To the extent funds are available, the Governmental Unit shall receive reimbursement in accordance with the terms of this Agreement through the end of the 30 days. Upon expiration or earlier termination of this Agreement, the Governmental Unit shall provide the VCRU SAIC all investigative equipment and supplies provided by the VCRU and/or the BCA.

15. **Survival of Terms.** The following clauses survive the expiration or cancellation of this Agreement: 10, Liability; 11, Audits; 12, Government Data Practices; and 13, Venue.

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1) STATE ENCUMBRANCE VERIFICATION
Individual Certifies that funds have been encumbered as required by Minnesota Statutes §§ 16A.15 and 16C.05

Signed: ______________________________

Date:______________________________

SWIFT PO Number: **3-93155**______________________

2) DEPARTMENT OF PUBLIC SAFETY;
BUREAU OF CRIMINAL APPREHENSION

By:______________________________

(with delegated authority)

Title:______________________________

Date:______________________________

3) GOVERNMENTAL UNIT
The Governmental Unit certifies that the appropriate person(s) has (have) executed this Agreement on behalf of the Governmental Unit and its jurisdictional government entity as required by applicable articles, laws, by-laws, resolutions, or ordinances.

By:______________________________

Title:______________________________

Date:______________________________

By:______________________________

Title:______________________________

Date:______________________________

By:______________________________

Title:______________________________

Date:______________________________

4) COMMISSIONER OF ADMINISTRATION
As delegated to the Office of State Procurement

By:______________________________

Date:______________________________

City of Robbinsdale

TO:	Mayor and City Council
PREPARED BY:	Chase Peterson-Etem, City Clerk/Assistant to City Manager
APPROVED BY:	Tim Sandvik, City Manager
DATE:	February 20, 2024
RE:	Approval of Licenses

Background:

As required by City Code, contractor and business licenses issued in the City of Robbinsdale must be approved by the City Council. Attached is a list of applicants requesting a license or license renewal to operate within the City. All appropriate fees have been paid and certificates of insurance and bonds, if required, have been filed with the City Clerk.

Analysis:
Not applicable.

Recommendation:
By motion, approve issuance of licenses dated 2/20/2024.

Attachments:
1. Licenses

Contractor Licenses
for Council Approval

02/16/2024

Name	Licensee Type	Fee Amount
ADAM'S ON-TIME PLBG & WTR HTRS LLC	Plumbing Contractor	$50.00
APOLLO PLUMBING INC DBA: APL COMPANIES	Plumbing Contractor	$50.00
CLIMATE TECH LLC	Mechanical Contractor	$50.00
DESIGN 1 OF EDINA, LTD	Commercial Contractor	$50.00
GV HEATING & AIR	Mechanical Contractor	$50.00
LAKEVILLE FIREPLACE	Mechanical Contractor	$50.00
MAJESTIC CUSTOM HEATING & A/C	Mechanical Contractor	$50.00
METRO HOME INSUALTION, LLC	Mechanical Contractor	$50.00
PURE PLUMBING	Plumbing Contractor	$50.00
RAY N WELTER HEATING	Mechanical Contractor	$50.00

Number of Licenses Requesting Council Approval: 10

BUSINESS LICENSES
FOR COUNCIL APPROVAL

02/05/2024

License Type	Applicant	License Fee
Tree/Lawn Fertilizer	YTS COMPANIES LLC	50.00
Tree/Lawn Fertilizer	CENTRAL MINNESOTA TREE SERVICE	50.00
Tree/Lawn Fertilizer	ELIJAH'S TREECARE LLC	50.00
Tree/Lawn Fertilizer	MATT'S TREE SERVICE LLC	50.00
Tree/Lawn Fertilizer	VITAL TREE SERVICE LLC	50.00

BUSINESS LICENSES
FOR COUNCIL APPROVAL

02/20/2024

License Type	Applicant	License Fee
Transient Merchant - Solicitations	Evan Murphy	150.00

City of Robbinsdale

TO:	Mayor and City Council
PREPARED BY:	Tim Sandvik, City Manager
APPROVED BY:	Tim Sandvik, City Manager
DATE:	February 20, 2024
RE:	Authorize Staff to Apply for - National Park Service, Rivers, Trails, and Conservation Assistance Program

Background:

Staff has identified an opportunity to work with the National Park Service - Rivers, Trails, and Conservation Assistance Program to assist with planning and landscape architecture services.

Analysis:

The City is now in the process of soliciting a vendor to assist with the Parks Master Plan, but staff recognizes there are areas that will require implementation. This opportunity includes opportunities to help with Strategic Planning, Partnership Development, Identify Funding Sources, Research and Assistance with Funding Strategies, Conservation Strategies, Site Design, and more.

During the January Parks, Recreation, and Forestry Commission meeting, a theme was developed to continue to enhance all areas of the parks system. While things like sports and general reaction remain important, connecting the space to promote healthy living (to include mental health) was identified as an equally important priority.

Recommendation:

Authorize Staff to Apply for - National Park Service, Rivers, Trails, and Conservation Assistance Program

Attachments:

None

City of Robbinsdale

TO:	Mayor and City Council
PREPARED BY:	Kayla Kirtz, Sustainability Coordinator
APPROVED BY:	Tim Sandvik, City Manager
DATE:	February 20, 2024
RE:	Accept Seed Grant Funds from the University of Minnesota

Background:

Robbinsdale's Minnesota GreenCorps Member, Noah Knapp, and Sustainability Coordinator, Kayla Kirtz, applied for a Seed Grant from Clean Energy Resource Teams (CERTs) in the fall of 2023 and received notification in early February that the project was chosen to receive $5,000 in funding. The project aims to eliminate barriers to energy burdened households in Robbinsdale by pairing volunteer outreach with Home Energy Squad (HES) audits and installation of energy efficient materials. The grant contract is administered by the University of Minnesota.

Analysis:

This funding will enable Noah and Kayla to provide at least 50 energy-burdened Robbinsdale residents with free or reduced-cost HES audits. Following a completed audit, we aim to connect households to the newly established Robbinsdale Home Improvement Grant Program to facilitate the installation of energy efficient materials and appliances in those homes receiving assistance. The Robbinsdale Energy Action Plan Volunteer Group will assist staff with engaging with Robbinsdale residents that could receive a HES audit. Staff will follow up with participating households to track any home upgrades that are made as a result of HES audits.

Recommendation:

By motion, authorize the City Manager to sign the contract with the University of Minnesota accepting $5,000 in Seed grant dollars.

Attachments:

None

City of Robbinsdale

TO:	Mayor and City Council
PREPARED BY:	Tim Sandvik, City Manager
APPROVED BY:	Tim Sandvik, City Manager
DATE:	February 20, 2024
RE:	Consider City Investment Strategies

Background:

Going back to early 2023, Mayor Blonigan shared his efforts at the legislative session (2023) to update investment opportunities for cities like Robbinsdale. Under prior statute, Robbinsdale was more limited as parameters included credit ratings/size of cities. While Robbinsdale remains in good financial standings, former statute limited opportunities.

Analysis:

With the dedicated efforts of Mayor Blonigan, MN Stat 118A.09 (attached) was updated to allow cities like Robbinsdale to participate in additional investment strategies.

As staff is wading through a multitude of new legislation, we have now spent time understanding opportunities through the Minnesota State Board of Investment (MN SBI). SBI provides an S&P Index Fund option to cities and counties via 118A.09 Subd 3 - in the attached SBI brochure, it provides guidance on this process. Please note, the attachment is a DRAFT document, and will be finalized by SBI in the near future.

While the new investing opportunities come with an exciting set of opportunities, it also comes with inherent risk. As you'll see in the brochure, returns (by year) vary. The attached show what an annual, and five-year investment would yield based on $100,000 investment.

Year	Investment	Rate of Return	Income
2019	$ 100,000.00	10.40%	$ 10,400.
2020	$ 100,000.00	7.50%	$ 7,500.
2021	$ 100,000.00	40.80%	$ 40,800.
2022	$ 100,000.00	-10.70%	$(10,700.
2023	$ 100,000.00	19.60%	$ 19,600.
	Five year Average	13.52%	$ 13,520.
	Net Income		$ 67,600.

After discussing this opportunity at the February 13, 2024 City Council Work Session, staff was given direction to prepare a resolution recognizing Council Support. At the time of preparing this memo, staff was still working with the City Attorney to finalize a Resolution to affirm Council support of these strategies.

Recommendation:

Authorize the Mayor and City Clerk to Execute a Resolution supporting investment strategies through MN SBI.

Attachments:

1. MN Stats 118A.09
2. Non-Retirement Fund Prospectus 2023

118A.09 ADDITIONAL LONG-TERM EQUITY INVESTMENT AUTHORITY.

Subdivision 1. **Definition; qualifying government.** (a) "Qualifying government" means:

(1) a county or statutory or home rule charter city with a population of more than 100,000; or

(2) a county or statutory or home rule charter city whose most recent long-term, senior, general obligation rating by one or more national rating organizations in the prior 18-month period is AA or higher.

(b) A county or statutory or home rule charter city with a population of 100,000 or less that is a qualifying government, but subsequently does not meet the threshold under paragraph (a), clause (2), may not invest additional funds under this section during any time period when it does not meet the threshold, but may continue to manage funds previously invested under subdivision 2.

Subd. 2. **Additional investment authority.** Qualifying governments may invest the amount described in subdivision 3:

(1) in index mutual funds based in the United States and indexed to a broad market United States equity index, on the condition that index mutual fund investments must be made directly with the main sales office of the fund; or

(2) with the Minnesota State Board of Investment subject to such terms and minimum amounts as may be adopted by the board.

Subd. 3. **Funds.** (a) Qualifying governments may only invest under subdivision 2 according to the limitations in this subdivision. A qualifying government under subdivision 1, clause (1) or (2), may only invest its funds that are held for long-term capital plans authorized by the city council or county board, or long-term obligations of the qualifying government. Long-term obligations of the qualifying government include long-term capital plan reserves, funds held to offset long-term environmental exposure, other postemployment benefit liabilities, compensated absences, and other long-term obligations established by applicable accounting standards.

(b) Qualifying governments under subdivision 1, clause (1) or (2), may invest up to 15 percent of the sum of:

(1) unassigned cash;

(2) cash equivalents;

(3) deposits; and

(4) investments.

(c) The calculation in paragraph (b) must be based on the qualifying government's most recent audited statement of net position, which must be compliant and audited pursuant to governmental accounting and auditing standards. Once the amount invested reaches 15 percent of the sum of unassigned cash, cash equivalents, deposits, and investments, no further funds may be invested under this section; however, a qualifying government may continue to manage the funds previously invested under this section even if the total amount subsequently exceeds 15 percent of the sum of unassigned cash, cash equivalents, deposits, and investments.

Subd. 4. **Approval.** Before investing pursuant to this section, the governing body of the qualifying government must adopt a resolution that includes the following statements:

(1) the governing body understands that investments under subdivision 2 have a risk of loss;

(2) the governing body understands the type of funds that are being invested and the specific investment itself; and

(3) the governing body certifies that all funds designated for investment through the State Board of Investment meet the requirements of this section and the policies and procedures established by the State Board of Investment.

Subd. 5. **Public Employees Retirement Association to act as account administrator.** A qualifying government exercising authority under this section to invest amounts with the State Board of Investment shall establish an account with the Public Employees Retirement Association (PERA), which shall act as the account administrator.

Subd. 6. **Purpose of account.** The account established under subdivision 5 may only be used for the purposes provided under subdivision 3. PERA may rely on representations made by the qualifying government in exercising its duties as account administrator and has no duty to further verify qualifications, use, or intended use of the funds that are invested or withdrawn.

Subd. 7. **Account maintenance.** (a) A qualifying government may establish an account to be held under the supervision of PERA for the purposes of investing funds with the State Board of Investment under subdivision 2. PERA shall establish a separate account for each qualifying government. PERA may charge participating qualifying governments a fee for reasonable administrative costs. The amount of any fee charged by PERA is annually appropriated to the association from the account. PERA may establish other reasonable terms and conditions for creation and maintenance of these accounts.

(b) PERA must report to the qualifying government on the investment returns of invested funds and on all investment fees or costs incurred by the account.

Subd. 8. **Investment.** (a) The assets of an account shall be invested and held as required by this subdivision.

(b) PERA must certify all money in the accounts for which it is account administrator to the State Board of Investment for investment under section 11A.14, subject to the policies and procedures established by the State Board of Investment. Investment earnings must be credited to the account of the individual qualifying government.

(c) For accounts invested by the State Board of Investment, the investment restrictions shall be the same as those generally applicable to the State Board of Investment.

(d) A qualifying government may provide investment direction to PERA, subject to the policies and procedures established by the State Board of Investment.

Subd. 9. **Withdrawal of funds and termination of account.** (a) A government may withdraw some or all of its money or terminate the account.

(b) A government requesting withdrawal of money from an account created under this section must do so at a time and in the manner required by the executive director of PERA, subject to the policies and procedures established by the State Board of Investment.

History: *1Sp2017 c 4 art 2 s 27; 2023 c 62 art 3 s 2-4*

Non-Retirement Funds

Managed by the Minnesota State Board of Investment

July 1, 2023

Investment Prospectus

60 Empire Drive, Suite 355
St. Paul, MN 55103

(651) 296-3328

minn.sbi@state.mn.us

https://msbi.us/

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Non-Retirement Funds

Investment Prospectus

Table of Contents

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Message from Executive Director and Chief Investment Officer

July 1, 2023

The Minnesota State Board of Investment (SBI) is pleased to present the Non-Retirement Funds Investment Prospectus and Annual Report for Trusts and Other Participating Entities, Other Postemployment Benefits (OPEB), and Qualifying Governmental Entities for the fiscal year ended June 30, 2023. Information presented in this Prospectus provides you with general descriptions, performance, and fees for the investment options offered by the SBI.

Market Review / Macro Perspective

Financial markets proved remarkably resilient over the course of the fiscal year ended June 30, 2023. Despite episodic worries over high inflation, the Fed's aggressive policy tightening regime and the prospect of a slowdown in economic growth, global equities posted strong gains. The broad U.S. equity market, as measured by the Russell 3000 Index, rose +19.0% on the year, led by gains in large cap technology and consumer discretionary shares. Non-U.S. equities lagged the U.S. and the MSCI All Country World excluding USA Index of foreign shares rose +12.7%. Global fixed income markets performance was mixed. Government bond yields rose in response to continued policy tightening by global central banks, while credit sensitive fixed income such as corporate bonds rallied as the economic outlook remained robust. The Bloomberg U.S. Aggregate Bond Index fell by -0.9% over the fiscal year.

In general, economic and market conditions have a dominant influence on the returns available to any investor. As an investor in the Minnesota Non-Retirement Funds, or any other investment program, you should be prepared for periods in which the returns on financial investments may be low, or even negative. You should be aware that this possibility is much greater for accounts that emphasize relatively risky, higher return assets such as common stocks, than it is for more conservative investments such as money market instruments.

With these considerations in mind, the Minnesota State Board of Investment manages the Non-Retirement Funds to provide competitive long-term returns. The SBI encourages you to carefully review each of the accounts available to you and to choose those options that meet your own investment needs and risk and return objectives.

On behalf of the Board Members, members of the Investment Advisory Council and the SBI staff, the SBI would like to express our gratitude to you for your continued support and participation in the investment funds presented in this Prospectus. If you have any questions regarding the investment policies and procedures presented herein, please contact the Minnesota State Board of Investment at 60 Empire Drive, Suite 355, St. Paul, MN 55103-3555, (651) 296-3328, or via e-mail at minn.sbi@state.mn.us.

Respectfully submitted,

Jill E. Schurtz
Executive Director and Chief Investment Officer

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Non-Retirement Funds

Introduction

The Minnesota State Board of Investment (SBI) has established three Non-Retirement investment options for non-retirement entities authorized to invest with the SBI. All or some of the investment options are available to designated trust funds, local Other Postemployment Benefits (OPEB), Qualifying Governmental Entities, and other state and public sector entities to help facilitate the achievement of its investment objectives. The three investment options are a U.S. equity index fund, a U.S. bond fund, and a money market fund.

Listed below are the non-retirement entities authorized to invest in the SBI's Non-Retirement Funds and the respective pages of this Prospectus that are specific to the designated entity:

- **Trust and Other Participating Entities**
  - This Prospectus provides information and procedures to all non-retirement participating entities authorized to invest with the SBI that are not covered by *Minnesota Statutes*, Sections 118A.09 or 471.6175. These entities generally include designated trusts or funds and other state and public sector entities.
  - All Trust and Other Participating Entities authorized to invest with the SBI, please refer to the **procedures on pages 9-10** for information on how to invest in the three investment options that are available.

- **Other Postemployment Benefits (OPEB)**
  - This Prospectus provides information and procedures specific to those participating non-retirement entities authorized to invest with the SBI pursuant to the provisions of *Minnesota Statutes*, Section 471.6175. These entities are those political subdivisions or other public entities authorized to establish a trust for the payment of postemployment benefits that meet the criteria provided within the statute.
  - All OPEBs authorized to invest with the SBI, please refer to the **procedures on page 11** for information on how to invest in the three investment options that are available.

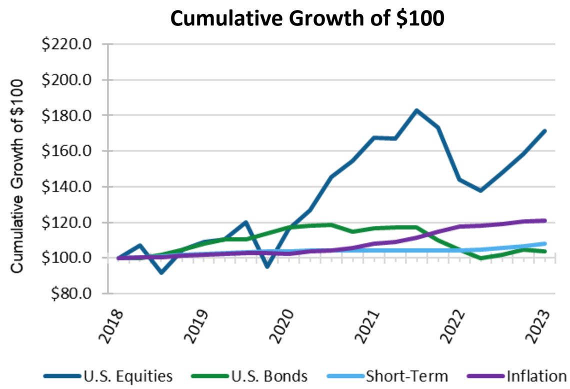
- **Qualifying Governmental Entities**
  - This Prospectus provides information and procedures specific to those participating non-retirement entities authorized to invest with the SBI pursuant to the provisions of *Minnesota Statutes*, Section 118A.09. These entities are primarily counties and cities who meet the criteria provided within the statute. The statute also authorizes certain self-insurance pools to invest with the SBI as prescribed in the statute.
  - All Qualifying Governmental Entities authorized to invest with the SBI, please refer to the **procedures on page 12** for information on how to invest in the Non-Retirement Equity Fund, which is the one investment option available to Qualifying Governmental Entities.

Please ensure that you refer to the appropriate section of this Prospectus for your organization. In some cases, your organization may have more than one type of non-retirement account with the Minnesota State Board of Investment.

Fiscal Year in Review

Capital Markets Performance

Last Five Years Ending June 30 and Annualized Returns



Performance of Capital Markets

Asset Class/Benchmark	Fiscal Year Ending 2023	2022	2021	2020	2019	Ending 6/30/2023 3 Yrs	5 Yrs
U.S. Equities							
S&P 500	19.6%	-10.6%	40.8%	7.5%	10.4%	14.6%	12.3%
U.S. Bonds							
Bloomberg U.S. Aggregate	-0.9	-10.3	-0.3	8.7	7.9	-4.0	0.8
Short Term Investments							
ICE BofA 3-Month Trsy Bill	3.6	0.2	0.1	1.6	2.3	1.3	1.6
Inflation Rate							
Consumer Price Index CPI-U	3.1	9.0	5.3	0.7	1.7	5.7	3.9

Fiscal Year Commentary

The **U.S. equity market**, as measured by the Russell 3000 index, rose +19.0% for the year ending June 30, 2023. Growth stocks, as measured by Russell 3000 Growth Index (+26.6%), rebounded strongly during the year, outperforming value stocks by a wide margin (the Russell 3000 Value Index gained +11.2%). At the sector level, technology shares led within the Russell 3000 Index, returning +35.5%, followed by strong performance from industrial (+25.9%) and consumer discretionary (+24.3%) stocks. Performance within these sectors was boosted by outsize gains in a handful of mega-cap stocks seen as key beneficiaries of the increasing adoption of generative AI technology. Large cap stocks outperformed small caps during the year. The Russell 1000 Index of large companies rose +19.4%, while the Russell 2000 Index of small cap companies rose just 12.3%.

The **U.S. bond market**, as measured by the Bloomberg U.S. Aggregate Bond Index, declined -0.9% for the fiscal year ending June 30, 2023. Returns across high quality fixed income sectors were pressured by the Fed's aggressive moves to tighten monetary policy during the year to tame inflation. Yields rose sharply, particularly for shorter maturity bonds, which are more sensitive to changes in the Fed's policy rate. Corporate bonds, bank loans and other credit-sensitive securities outperformed as economic conditions remained robust.

The **Money Market Fund**, as measured by the ICE BofA 3-Month U.S. Treasury Bill Index returned +3.6% for the fiscal year ending June 30, 2023. Returns of shorter maturity fixed income bonds, which are more sensitive to changes in Fed policy rate, were boosted by the Fed's tightening policy during the year.

Non-Retirement Fund Investment Options Returns

The **Non-Retirement Equity Fund** matched its benchmark, the S&P 500 Index, for the year ending June 30, 2023. The five-year annualized return ending June 30, 2023 was +12.3%.

Performance Ending 6/30/23	1 Yr.
Non-Retirement Equity Fund	19.6%
S&P 500	19.6%

The **Non-Retirement Bond Fund** outperformed its benchmark, the Bloomberg U.S. Aggregate Bond Index for the year ending June 30, 2023. The five-year annualized return ending June 30, 2023 was 1.0%.

Performance Ending 6/30/23	1 Yr.
Non-Retirement Bond Fund	-0.6%
Bloomberg U.S. Aggregate Bond	-0.9%

The **Non-Retirement Money Market Fund** outperformed its benchmark for the year ending June 30, 2023. The five-year annualized return ending June 30, 2023, was 1.6%.

Performance Ending 6/30/23	1 Yr.
Non-Retirement Money Market Fund	3.9%
iMoneyNet Money Fund Average All Taxable	3.5%

Special Note
Regarding Your Individual Account Performance

The actual performance of your investments in the Non-Retirement Funds may be somewhat higher or lower than the reported fund performance due to the timing of contributions and withdrawals within your account. Note that performance calculations may also differ due to rounding.

Non-Retirement Funds

Overview

Investment Platform

The Minnesota State Board of Investment (SBI) established the Non-Retirement Funds to provide certain Minnesota public sector entities the opportunity to invest in a U.S. equity fund, a U.S. bond fund, or a money market fund to facilitate the achievement of its investment objectives. The funds are available to those non-retirement entities that are authorized to invest in these asset classes with the SBI. Currently, all or some of these options are available to designated trust funds, local Other Postemployment Benefits (OPEB), Qualifying Governmental Entities, and other state and public sector entities. Participants may allocate their investments among one or more funds that are appropriate for their needs and are within the rules and eligibility established for the participating entity.

Investment Options

There are a total of three investment options and each one offers different advantages and risks. Investment options for the Non-Retirement Funds are explained in more detail on pages 5-7. As of June 30, 2023, participating plans invested a total of $5.4 billion with these Funds.

Investment Options		Assets as of 6/30/2023
Non-Retirement Equity Fund	$	3,142,567,251
Non-Retirement Bond Fund	$	1,559,219,993
Non-Retirement Money Market Fund	$	722,953,638
Total Non-Retirement Fund Assets	**$**	**5,424,740,882**

Pricing of the Non-Retirement Fund

Share values in each non-retirement fund are priced on a daily basis. Contributions, withdrawals or transfers of any funds may occur on any business day during the month.

Asset Allocation

Each of the Non-Retirement investment funds are managed to a public market asset class target. The investment objectives for each fund is specific to the asset group to which it invests. The variety of options have been designed to give the participating entity flexibility to use one or more funds in designing an investment portfolio that reflects the participating entity's personal investment needs and objectives.

It is not the intent of the SBI to advise entities regarding their choice among funds unless required in statute. This information is provided solely as an aid in selecting the most appropriate types of investments for an entity's particular circumstances.

Selection of Investment Options

Guidelines vary among entities with regard to allowable investment funds. Each participating entity will need to contact their trust/account administrator for more specific information.

Securities Owned by the Fund

A listing is not provided in this Prospectus due to the large number of holdings owned in each of the funds. Please contact the SBI if you would like a complete list of holdings or you can access the list on the SBI's website.

Account and/or Administrative Fee Inquires

Any questions about your account should be directed to the appropriate trust/account administrator or reporting agency identified on **page 8**. Your trust/account administrator or reporting agency has the authority to deduct a fee for administrative expenses after fund share values have been calculated. Participating entities should contact their trust/account administrator or reporting agency for more information regarding trust/account administrative expenses.

Investment Options/Risk Spectrum

	Fund Name	Asset Type	Management Approach
Higher Risk	**Non-Retirement Equity Fund**	U.S. equities	Passive management
	Non-Retirement Bond Fund	Fixed Income	Active management
Lower Risk	**Non-Retirement Money Market Fund**	Short-term securities	Active management

Over the long run, higher-risk assets are expected to provide higher investment returns than lower-risk assets. However, there is no guarantee that any investment will not suffer a loss of principal.

Investment Option – Non-Retirement Equity Fund

The **Non-Retirement Equity Fund** market value as of June 30, 2023, is over $3.1 billion in assets. The fund invests in 500 large-cap stocks and is designed to replicate the returns produced by the S&P 500. The S&P 500 is a stock market index that reflects U.S. large-cap stocks. The fund is **invested in U.S. equities**.

Entities Authorized to Invest

- Trusts and Other Participating Entities
- Other Postemployment Benefits (OPEB)
- Qualifying Governmental Entities

Objectives

This option will be attractive to you if you believe that, over time, stocks will provide higher returns than other investments. You should note, however, that the Non-Retirement Equity Fund is passively managed. This means that no attempt is made to identify specific stocks that will perform better than others. Instead, the fund is designed to perform in line with the U.S. large-cap stocks.

The objective of the fund is to generate returns that track the returns of the S&P 500 Index.

The returns from the fund will rise and fall directly with movement in the stock market. As with all options that use common stocks, you must be willing to accept returns that vary widely in the short-term. In the long-term, the fund should average higher returns than you could obtain by placing your contributions in a fixed income or money market type fund.

Investment Management

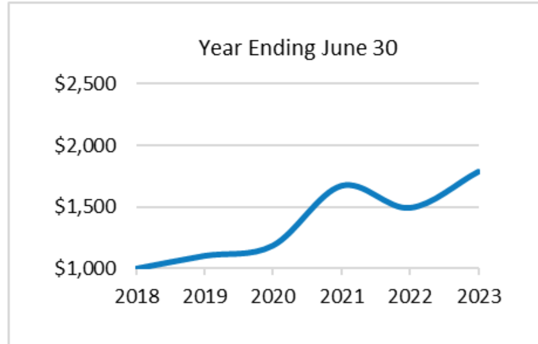
The Non-Retirement Equity Fund is managed by Mellon Corporation.

Valuation

You own shares in the fund, much like you would in a mutual fund. The share value is determined daily and is based on the market value of the entire fund. Any dividend income is reinvested in the fund at the time it is earned. Your investment returns are measured by changes in the share value and reflect all realized and unrealized gains (or losses) generated by the fund.

Investment Performance

The graph below shows how $1,000 invested in the fund on June 30, 2018, has grown. Cumulatively, $1,000 would have grown to approximately $1,785.



The table below displays the fund's returns for the last five fiscal years. The annualized (annual compounded) return during this five-year period was 12.3%.

Fiscal Year Ending June 30		
Year	**Share Value**	**Rate of Return**
2019	62.31	10.4
2020	65.66	7.5
2021	91.01	40.8
2022	80.13	-10.7
2023	94.25	19.6

Fund Expenses

The rate of return for this fund is calculated after investment management fees are paid but before administrative fees are deducted. The annual investment management fee was 0.004%. With the 0.008% administrative fee the annual total fund expense for FY23 was approximately 0.01% or $0.12 per $1,000 invested.

Characteristics and Sector Weights

Risk Return Statistics as of June 30, 2023		
	Equity Fund	**S&P 500**
Number of Stocks	503	503
Dividend Yield	1.53%	1.53%
P/E Ratio (ex negative earnings)	23.6	23.6
Return on Equity	23.1	23.1
Mean Market Cap. $ Weighted	$662.50 B	$662.50 B

Top 5 Sectors/Weights	
Sector	**Portfoflio Weight**
Information Technology	28.3%
Health Care	13.4%
Financials	12.4%
Consumer Discretionary	10.7%
Industrials	8.5%

Investment Option – Non-Retirement Bond Fund

The **Non-Retirement Bond Fund** market value as of June 30, 2023, was over $1.5 billion in assets. The objective of this fund is to invest in **fixed income securities** (bonds) to generate returns from interest income and capital appreciation.

Interest income and capital appreciation (increases in the market value of the assets) are the sources of returns for the fund. The fund invests the large majority of its assets in high quality government, corporate bonds and mortgage securities that have intermediate to long-term maturities, usually 3 to 20 years. The manager of the fund also may attempt to earn returns by anticipating changes in interest rates and adjusting bond holdings accordingly.

The fund is invested entirely in fixed income securities. No stocks are held in the fund. Cash reserves may fluctuate over time depending on the investment manager's economic forecast.

Entities Authorized to Invest

- Trusts and Other Participating Entities
- Other Postemployment Benefits (OPEB)

Objectives

The Non-Retirement Bond Fund is a moderately conservative investment option. It will be attractive if you want an investment option that avoids common stocks, but you also want the potential for greater returns than you can obtain from money market type funds. Bonds serve as an important diversifier as well, helping to manage portfolio risk.

The Fund return is measured against the Bloomberg U.S. Aggregate Bond Index.

The returns from the fund generally will move in the opposite direction of interest rate changes. You must be willing to assume some risk with your investment, because the fund could report losses in periods when interest rates are rising or during periods of economic stress.

Investment Management

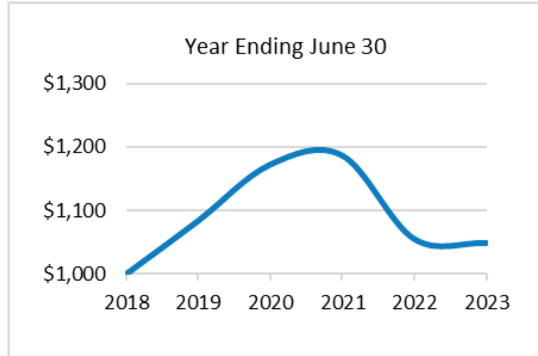
The Non-Retirement Bond Fund is managed by Prudential Global Investment Management.

Valuation

You own shares in the fund, much like you would in a mutual fund. The share value is determined daily and is based on the market value of the entire fund. Any interest earnings are reinvested at the time they are received. Your investment returns are measured by changes in the share value and reflect all realized and unrealized gains (or losses) generated by the fund.

Investment Performance

The graph below shows how $1,000 invested in the fund on June 30, 2018 has grown. Cumulatively, $1,000 would have grown to approximately $1,049.



The table below displays the fund's actual share values and returns for the last five fiscal years. The five-year annualized return for fiscal year ended June 30, 2023, was 1.0%.

Fiscal Year Ending June 30		
Year	**Share Value**	**Rate of Return**
2019	1,124.30	8.4
2020	1,180.17	8.2
2021	1,164.56	1.2
2022	1,011.26	-11.1
2023	974.78	-0.6

Fund Expenses

The rate of return for this fund is calculated after investment management fees are deducted but before administrative fees. As of June 30, 2023, the annual investment management fee was 0.10%. With the 0.008% administrative fee the annual total fund expense for FY23 was approximately 0.10% or $1.05 per $1,000 invested.

Characteristics and Sector Weights

Characteristics as of June 30, 2023		
Characteristics	**Bond Fund**	**Bloomberg U.S. Agg. Bond Index**
Effective Duration (yrs)[1]	6.3	6.3
Effective Yield[2]	5.3	4.8
Average Quality Rating[3]	Aa2	Aa2

[1]The avg % change in the portfolio return given a 1% shift in yield curve.
[2]The annual internal rate of return on the bonds if held to maturity--assumes compounded reinvestment of coupon.
[3]Moody's credit rating for all bonds in portfolio weighted by mkt value.

Top 5 Sector Weights		
Sector	**Bond Fund**	**Bloomberg U.S. Agg. Bond Index**
Investment Grade Corporates	29%	24%
U.S. Government	22%	41%
Mortgages	28%	27%
CMBS/ABS	14%	2%
Municipals	2%	1%
Other	6%	6%

Investment Option – Non-Retirement Money Market Fund

The return in the **Non-Retirement Money Market Fund** is based on the interest income produced by the fund's investments. The objective of the fund is to provide safety of principal by investing in high-quality, short-term instruments. As of June 30, 2023, the market value of the fund is approximately $723 million.

Unlike the funds described earlier, the Non-Retirement Money Market Fund does not own stocks or long-term bonds. The fund is **invested in short-term, high-quality money market instruments**.

Entities Authorized to Invest

- Trusts and Other Participating Entities
- Other Postemployment Benefits (OPEB)

Objectives

The Non-Retirement Money Market Fund is a conservative investment option. You would choose the fund if you want to maintain the value of your original investment while earning competitive short-term interest rates. The returns from the fund will vary much less than investments that include stocks or bonds and should closely follow the rise and fall in short-term interest rates.

The Fund return is measured against the iMoneyNet Money Fund Average All Taxable Index.

While a Non-Retirement Money Market Fund's objective generally includes the preservation of capital, it is possible to lose money by investing in the fund.

Investment Management

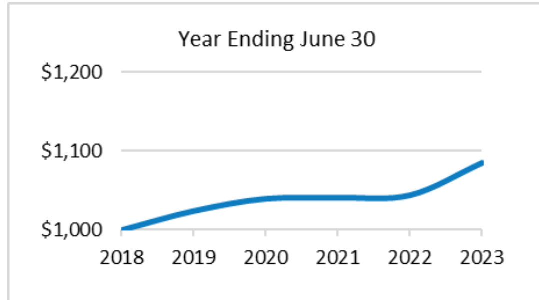
The Non-Retirement Money Market Fund is managed by State Street Global Advisors, the organization that provides short-term investment management for a substantial portion of the SBI's cash reserves.

Valuation

The share value for the Non-Retirement Money Market Fund is uniformly priced at $1.00 per share. There is no assurance that the portfolio will be able to maintain a stable net asset value of $1.00 per share. Interest earnings are credited on a daily basis by purchasing additional shares on your behalf. The credited interest rate changes only modestly from day to day and reflects the yield available for all investments in the fund.

Investment Performance

The graph below shows how $1,000 invested on June 30, 2018, has grown. Cumulatively, $1,000 would have grown to approximately $1,084.



The table below displays the fund's actual returns for the last five years. The annualized (annual compounded) return during this five-year period was 1.6%.

Fund Expenses

The rate of return for this fund is calculated after investment manager fees but before administrative fees are deducted. As of June 30, 2023, the annual investment management fee was 0.005%. With the 0.008% administrative fee the annual total fund expense for FY23 was approximately 0.01% or $0.13 per $1,000 invested.

Fiscal Year Ending June 30		
Year	**Money Market Fund**	**iMoneyNet Money Fund Average**
2019	2.4	1.9
2020	1.5	1.1
2021	0.1	0.0
2022	0.2	0.1
2023	3.9	3.5

Characteristics and Sector Weights

Portfolio Characteristics as of June 30, 2023	
Annual Effective Yield	5.25%
Weighted Average Maturity (in days)	27.25

Top Sector Weights	
Sectors	**Weight**
Repurchase Agreements	36.3%
Government Related	33.6%
Asset Backed Commercial Paper	14.4%
Commercial Paper	7.7%
Certificate of Deposit	6.3%

Investing in the Non-Retirement Funds

Trusts and Other Participating Entities

If you are a Trust / Other Participating Entity that is authorized to invest with the State Board of Investment, please refer to the **procedures on page 9-10** for information on how to invest in the Non-Retirement Funds.

Account Administrator

Respective State Agency

Reporting Agency

Minnesota State Board of Investment (SBI)
https://msbi.us/
60 Empire Drive, Suite 355
St. Paul, MN 55103-3555
(651) 296-3328

Investment Options Available to Trusts/Other Participating Entities

- Non-Retirement Equity Fund
- Non-Retirement Bond Fund
- Non-Retirement Money Market Fund

Other Postemployment Benefits (OPEB)

If you are an OPEB that is authorized to invest with the State Board of Investment, please refer to the **procedures on page 11** for information on how to invest in the Non-Retirement Funds.

Trust Administrator

Public Employees Retirement Association (PERA)
https://mnpera.org/
60 Empire Drive, Suite 200
St. Paul, MN 55103-2088
(651) 296-7460

Reporting Agency

Minnesota State Board of Investment (SBI)
https://msbi.us/
60 Empire Drive, Suite 355
St. Paul, MN 55103-3555
(651) 296-3328

Investment Options Available to OPEBs

- Non-Retirement Equity Fund
- Non-Retirement Bond Fund
- Non-Retirement Money Market Fund

Qualifying Governmental Entities

If you are a Qualifying Governmental Entity that is authorized to invest with the State Board of Investment, please refer to the **procedures on page 12** for information on how to invest in the Non-Retirement Equity Fund.

Account Administrator

Public Employees Retirement Association (PERA)
https://mnpera.org/
60 Empire Drive, Suite 200
St. Paul, MN 55103-2088
(651) 296-7460

Reporting Agency

Minnesota State Board of Investment (SBI)
https://msbi.us/
60 Empire Drive, Suite 355
St. Paul, MN 55103-3555
(651) 296-3328

Investment Option Available to Qualifying Governmental Entities

- Non-Retirement Equity Fund

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Trusts and Other Participating Entities[1]

Procedures

Trusts/Other Participating Entitles, who wish to invest in the Non-Retirement Funds, need to follow their individual statute in determining the amount invested in any eligible fund(s). (See *Minnesota Statutes,* specific to your Trust or Entity)

How To Open A Plan Account With The SBI

When purchasing shares in the Fund for the first time, the entity must complete the **Trusts and Other Participating Entities Contact Form**, the **Trusts Wire Instructions Form** and return them to the SBI. (All the forms referenced in this procedure can be downloaded from the SBI website or by contacting the SBI via telephone or e-mail.)

- The **Contact Form** provides the SBI with the permanent address of the Plan and the name, telephone number and email of the contact person for the Plan.

  Monthly reports, statement notifications, and other correspondence from the SBI will be mailed and/or emailed to the contact person at the email address provided.

  SBI will email credentials and instructions about activating and using the access and transaction website within five business days of receiving the Contact Form.

- The **Wire Instructions Form** provides the SBI with the name of the financial institution and wire instructions that will be used for all withdrawals.

  All withdrawals from the account will be sent to the named financial institution via the wire instructions provided. The SBI cannot issues checks for any withdrawals.

  The wire instruction form must be notarized before returning to SBI.

Investment Option

Non-Retirement Equity Fund
Non-Retirement Bond Fund
Non-Retirement Money Market Fund

Your investment in the Funds should be viewed as a long-term investment. Investments carry a risk of loss, and the participating entity is responsible for determining its risk tolerance and investing accordingly. Funds needed for operations or short-term obligations should be kept at your local financial institution in an appropriate account; your trust account with the SBI is not intended for maintaining operating or short-term funds.

Investments with the Minnesota State Board of Investment are subject to the policies and procedures established by the Minnesota State Board of Investment.

Contribution, Withdrawal And Transfer Procedures

An entity may contribute, withdraw or transfer funds on any business day of the month using one of two methods:

- **Mail/Email**

  Complete the **Transaction Form**.

  - The form instructs the SBI what transaction to perform, the Fund(s) involved, the dollar amount of the transaction and whether a check or wire transfer will be used.
  - **The contact person for your entity must sign the form and send it to the SBI. Transactions are wired/settled on the third business day from notification if received by the SBI before 2:00 PM CST. Same day trades not allowed.**

- **Online**

  Enter your Trades online.

  - If you wish to use this method, you must first have completed and sent to the SBI the Contact Form and the Wire Instructions Form.
  - Once the form are received and approved the SBI will instruct you on access to the system. **Please allow three business days to process.**

  If an online trade is for one million dollars or greater, you must notify the SBI prior to entering the trade (for internal control purposes).

Trusts and Other Participating Entities[1] (Cont.)

Contributions

Contributions via Wire Transfer

Contributions must be made via wire and **all participating entities must give the SBI four business days advance notice for contributions:**

- If you instruct the SBI to process a contribution that was wired to the SBI's custodian bank, you must notify the SBI on the Transaction Form of the exact date the wire contribution will be sent from the Entity's financial institution to the SBI's custodian (State Street Bank) using the wire instructions below.
- If you process an online contribution using website access, you must make the contribution via wire transfer using the wire instructions provided.

Wire Instructions To State Street Bank

State Street/Boston/Public Funds for the State of Minnesota
Credit GP31
Credit DDA #59845743
ATTN: William Bowles
ABA #0110 000 28
Corporate Headquarters
One Heritage Drive
3rd Floor N
Quincy, MA 02171

Withdrawals

- The SBI will return withdrawn amounts to the entity **only** by means of a wire transfer.
- Withdrawals will be sent to the financial institution via your entity's wire instructions on file with the SBI.
- **The SBI will need a minimum of three business days' notice for any withdrawals.**

Fees

Administrative Fees

Administrative fees are deducted by the SBI on a quarterly basis using the order below.

First:	Non-Retirement Money Market Fund
Second:	Non-Retirement Equity Fund
Third:	Non-Retirement Bond Fund

The current SBI administrative fee is 0.008%, which is approximately $0.08 per $1,000.

Investment Management Fees

There are no "front-end" or "back-end" fees charged on contributions, withdrawals or transfers. Investment Management Fees are paid out of the Fund on a quarterly basis and the daily share value is net of these fees. These deductions will vary from Fund to Fund and from year to year depending on the actual investment management costs incurred.

Please refer to pages 5-7 of this Prospectus for investment management fee information for each of the Funds.

Reporting

- Monthly reports, statement notifications, and other correspondence from the SBI will be mailed and/or emailed to the contact person on file with the SBI.
- Monthly reports display current balances, performance, administrative fees (if applicable for the month), and any transactions that may have occurred during the month. All transactions use the daily share value established for each Fund.
- Online access to your Plan's account status is available and includes downloadable current balances, transactions and past statements.

To Change Contact Person / Financial Institution

Submit a newly completed Contact Form to update a contact on file, or Wire Instructions Form to change banking information. **Allow five business days for processing.**

To Contact The SBI:

Minnesota State Board of Investment
60 Empire Drive, Suite 355
St. Paul, MN 55103-3555
TEL (651) 296-3328
FAX (651) 296-9572
Shirley Baribeau: shirley.baribeau@state.mn.us and
SBI Accounting Team: acctg.sbi@state.mn.us

[1]Excluding the following trusts as they follow procedures per state statute: Permanent School, Environmental, Lifetime Fish & Wildlife, Closed Landfill, Emergency Medical Service, Water and Soil Conservation Easement Stewardship, Mitigation Easement Stewardship, Natural Resources Conservation, and Metropolitan Landfill Contingency Action Trust.

Procedures

OPEBs that are authorized to invest in the Non-Retirement Funds must follow the appropriate individual statute in determining the amount invested in any eligible fund(s). (See *Minnesota Statutes*, Section 471.6175.)

How To Open A Plan Account With The SBI

All OPEBs will need to contact Public Employees Retirement Association (PERA) to open an account. PERA will then forward the trust account information to SBI. Once the trust account is setup, the SBI will send your account's credentials and instructions for accessing and using the Plan website. The website will give the participating entity online access to your account's current balance, posted/pending transactions, and statements. Each participating entity must maintain an OPEB Administrative Account Agreement with PERA in order to invest through the SBI.

Investment Option

Investment Options
Non-Retirement Equity Fund
Non-Retirement Bond Fund
Non-Retirement Money Market Fund

Investments with the State Board of Investment are subject to the policies and procedures established by the State Board of Investment

Your investment in the Funds should be viewed as a long-term investment. Investments carry a risk of loss, and the participating entity is responsible for determining its risk tolerance and investing accordingly. Funds needed for operations or short-term obligations should be kept at your local financial institution in an appropriate account; your trust account with the SBI is not intended for maintaining operating or short-term funds.

Contribution, Withdrawal And Transfer Procedures

All contributions, withdrawals, and transfers must be requested through PERA, the trust administrator. PERA requires five-business days' notice for all transactions. Please contact PERA for the required forms. Once a trade has been entered, it cannot be cancelled.

Fees

Administrative Fees

Administrative fees are deducted by the SBI on a quarterly basis using the order below.

First:	Non-Retirement Money Market Fund
Second:	Non-Retirement Equity Fund
Third:	Non-Retirement Bond Fund

The trust administrator charges $500 per plan per year, and the current SBI administrative fee is 0.008%, which approximates $0.08 per $1,000 annually.

Investment Management Fees

There are no "front-end" or "back-end" fees charged on contributions, withdrawals or transfers. Investment Management Fees are paid out of the Fund on a quarterly basis and the daily share value is net of these fees. These deductions will vary from Fund to Fund and from year to year depending on the actual investment management costs incurred.

Please refer to pages 5-7 of this Prospectus for investment management fee information for each of the Funds.

Reporting

- Monthly reports, statement notifications, and other correspondence from the SBI will be emailed to the contact person on file with the SBI.
- Monthly reports display current balances, performance, administrative fees (if applicable for the month), and any transactions that may have occurred during the month.
- Online access to your Plan's account status is available and includes downloadable current balances, transactions and past statements.

Procedures

Qualifying Governmental Entities authorized to invest in the Non-Retirement Equity Fund must follow the appropriate statute in determining the amount invested in the eligible fund. (See *Minnesota Statutes*, Section 118A.09.)

How To Open A Plan Account With The SBI

All Qualifying Governmental Entities will need to contact Public Employees Retirement Association (PERA) to open an account. PERA will then forward the account information to SBI. Once the account is setup, the SBI will send your account's credentials and instructions for accessing and using the Account website. The website will give the governmental entity online access to your account's current balance, posted/pending transactions, and statements. Each entity must maintain a Long-Term Equity Investment Account Agreement with PERA in order to invest through the SBI.

Investment Option

Investment Option
Non-Retirement Equity Fund

Investments with the State Board of Investment are subject to the policies and procedures established by the State Board of Investment

Your investment in the Non-Retirement Equity Fund should be viewed as a long-term investment. Equity investments carry a risk of loss, and all Qualifying Governmental Entities are responsible for determining their risk tolerance for equities and investing accordingly. Funds needed for operations or short-term obligations should be kept at your local financial institution in an appropriate account; your account with the SBI is not intended for maintaining operating or short-term funds.

The SBI's Executive Director reserves the right to suspend or close an account, or restrict withdrawals or transfers from an account, if the Executive Director determines that excessive trading has occurred with respect to the account, or that such action is appropriate under the circumstances.

Contribution, Withdrawal And Transfer Procedures

All contributions, withdrawals, and transfers must be requested through PERA, the trust administrator. PERA requires five-business days' notice for all transactions. Please contact PERA for the required forms. Once a trade has been entered, it cannot be cancelled.

Fees

Administrative Fees

Administrative Fees that will appear on your statement are deducted annually by the account administrator, PERA, and quarterly by the SBI at the account level, not at the investment option level.

The account administrator charges a one-time fee of $2,500 when the account is opened and $500 per plan per year; and the current SBI administrative fee is 0.008%, which approximates to $0.08 per $1,000 annually.

Investment Management Fees

There are no "front-end" or "back-end" fees charged on contributions, withdrawals or transfers. Investment Management Fees are paid out of the Fund on a quarterly basis and the daily share value is net of these fees. These deductions will vary from Fund to Fund and from year to year depending on the actual investment management costs incurred.

Please refer to page 5 of this Prospectus for investment management fee information for each of the Non-Retirement Equity Fund.

Reporting

- Monthly reports, statement notifications, and other correspondence from the SBI will be emailed to the contact person on file with the SBI.
- Monthly reports display current balances, performance, administrative fees (if applicable for the month), and any transactions that may have occurred during the month.
- Online access to your Plan's account status is available and includes downloadable current balances, transactions and past statements.

PERA Contact Information	SBI Contact Information
Public Employees Retirement Association 60 Empire Drive, Suite 200 St. Paul, MN 55103-2088 TEL (651) 296-3636 FAX (651) 297-2547 PERA Accounting: PERA.accounting@mnpera.org	Minnesota State Board of Investment 60 Empire Drive, Suite 355 St. Paul, MN 55103-3555 TEL (651) 296-3328 FAX (651) 296-9572 Shirley Baribeau: shirley.baribeau@state.mn.us and SBI Accounting Team: acctg.sbi@state.mn.us

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About the SBI

Established

The Minnesota State Board of Investment (SBI) was established in 1885 by Article XI of the Minnesota Constitution. The SBI serves the State of Minnesota by investing the assets of state and local employee benefit plans, other public retirement savings plans, tax advantaged saving plans, state cash accounts, and non-retirement assets.

Board Members

The primary responsibility of the Board is to monitor and evaluate the investment programs as a fiduciary with the goal of making sound investment decisions. The Board delegates responsibility through the retention of the executive director, staff, consultants, and with the advisory of various committees.

Governor Tim Walz
Attorney General Keith Ellison
State Auditor Julie Blaha
Secretary of State Steve Simon

Investment Advisory Council

A 17-member Investment Advisory Council was established in state statute to advise the Board and its staff on investment-related matters. A listing of the IAC membership can be found on the SBI website at https://msbi.us/IAC-members.

Executive Director and Staff

The Board retains an executive director and staff to assist in meeting the objectives of the Board and execute its policies. A listing of SBI staff can be found on the SBI website at https://msbi.us/staff.

City of Robbinsdale

TO:	Mayor and City Council
PREPARED BY:	Chase Peterson-Etem, City Clerk/Assistant to City Manager
APPROVED BY:	Tim Sandvik, City Manager
DATE:	February 20, 2024
RE:	Voucher Requests Pending Approval for Disbursement

Background:

The check register dated 2/20/24 reflects the voucher requests pending approval for disbursement.

The check register dated 2/7/24 through 2/20/24 is a list of vouchers requiring payment for city funds, Deputy Registrar, liquor, and miscellaneous purchases. The payments are required prior to the next Council meeting.

Analysis:

None.

Recommendation:

By motion, approve disbursement requests for the period ending 2/20/2024.

Attachments:

None