

**JOINT CITY COUNCIL &  
HUMAN RIGHTS COMMISSION  
WORK SESSION  
August 10, 2021 - 6 pm  
In-Person at Robbinsdale City Hall  
4100 Lakeview Avenue North**

**AGENDA**

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1. CITY COUNCIL WORK SESSION CALLED TO ORDER BY MAYOR PRO TEM
2. ROLL CALL: Kline, Webb, Selman, Backen, Mayor Blonigan  
HRC: Fox, Ralston-Aoki, DeGross, Moberg, Rathell, Sussman, LaTour, Beahen
3. Presentation: Race as a Public Health Issue
4. Discussion of Human Rights Commission Initiatives
5. ADJOURNMENT

Events list

|                          |                                         |                                        |  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|--------------------------|-----------------------------------------|----------------------------------------|--|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Fire on Ice              | End of Jan/<br>Start of Feb             | Recreation<br>Services                 |  | <p>An event with open skating, bonfires, and hot chocolate at the Sanborn ice skating rink. An event to encourage community engagement during the winter/ promoting winter sports.</p> <p>City organizes (staff hourly), waives park fees (~300), and serves hot chocolate (~100). The Ambassadors volunteer to serve hot chocolate. Parks staff must prep rink beforehand (staff hourly). PRF commission volunteers to help with refreshments/ staff fire.</p> |
| Spring Fling             | April                                   | Business led<br>Donation to<br>City    |  | <p>Local Small businesses in Robbinsdale that host spring events for ladies- highlighting women owned businesses (?)<br/>Salon Halo, Nona Rosas, Go Health Chiropractor.</p> <p>City Contribution:</p>                                                                                                                                                                                                                                                          |
| Spring<br>Eggstravaganza | Spring                                  | Chamber of<br>Commerce                 |  | <p>A large giveaway of donated prizes. Cookie decorating, crafts project, ambassadors. All items donated by local businesses. CCX brings in a DJ to entertain people waiting in line.</p> <p>City Contribution:<br/>Space and Volunteer hours</p>                                                                                                                                                                                                               |
| Earth/ Arbor<br>Day      | April<br>(Last<br>Saturday in<br>April) | Forestry and<br>Recreation<br>Services |  | <p>Forestry hosts an event in early spring to celebrate and promote the parks/trees. Recreation hosts and helps set up activities and the event</p> <p>City Contribution:<br/>Forestry plans and writes declaration, Recreation helps organize an event/ activities. (hourly staff wages)</p>                                                                                                                                                                   |

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|------------------------|----------------------------------------------------------|----------------------------------------------------------|--|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Bird town 1/2 Marathon | End of May 5/20                                          | Robbinsdale Recreation                                   |  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Bike Rodeo             | 1 <sup>st</sup> Thursday in May                          | Multi-City Program (Recreation)                          |  | <p>A quad-city event where we plan and organize a space for families to bring bikes, run through safety courses, build relationships with public safety and promote biking.</p> <p>City Contribution:<br/>Once every four years Robbinsdale hosts. Recreation from 4 cities organizes the event and provides promotion as well as sets up and provides all materials/ gets in contact with partners (staff hourly), Public safety comes for duration of event and volunteers with courses (staff hourly), and different public safety/ reserves donates money to give away bikes at event (~\$300/partner). Public safety (PD) assists with planning.</p> |
| Vehicle Fair           | 1 <sup>st</sup> Saturday in June (Sept. 18 due to COVID) | Multi-City Program                                       |  | <p>Quad-city coop event which families are invited to come and explore different cars- anything from public safety to farming equipment.</p> <p>City<br/>Once every four years we host. Quad city recreation teams set up and get sponsors every year (staff hourly).</p>                                                                                                                                                                                                                                                                                                                                                                                 |
| Whiz Bang Days         | 7/8-7/11                                                 | Robbinsdale Recreation<br>1 city liaison from Recreation |  | <p>Annual celebration of Robbinsdale as a City. Has many different events- second weekend in July. Includes festival, parade, fireworks, car show, ice cream social, and a variety of community building activities.</p> <p>City Contribution:<br/>Rental of Stage for City Band (~\$1000), waiving of park fees (~\$500), insurance policy, waiving of permits, police hours, and park clean-up hours.</p>                                                                                                                                                                                                                                               |

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| Cal-Ripken Play Ball       | June/July                                  | Recreation               |  | <p>The Play Ball! Minnesota Youth Clinics are designed to teach fundamentals including hitting, throwing, and defense. Along with teaching fundamentals, clinics spread the joy and fun of baseball and softball. Free and outreach to kids.</p> <p>City Contribution:<br/>           Fee waiver (~\$100), park maintenance (hourly by park staff), advertising through Rec, and registration implementation.</p> |
| Pet and Wheel              | Last Thursday in July (7/29)               | Recreation Services      |  | <p>Recreation planned event; Includes a parade from City Hall to Sanborn park where people dress up and bring their pets. Costume contest and city band playing.</p> <p>City Contribution: waiving of park fees (~\$200), hourly of parks staff, hourly of police.</p>                                                                                                                                            |
| National Night Out         | 8/3<br>1 <sup>st</sup> Tuesday in August   | Police, Fire, Recreation |  | <p>Police led event where they reach out to individual neighborhoods.</p> <p>City Contribution:<br/>           Police stop by and visit all registrants that sign up (police hourly), recreation organizes via registration software, engineering approves road closures, and the public works team places road closure.</p>                                                                                      |
| Open House                 | 8/14 (2 <sup>nd</sup> Saturday in August)  | Police and Fire          |  | <p>People can tour public safety- meet the whole staff. A social to connect and engage with community members.</p> <p>City Contribution<br/>           Police and Fire time (staff hourly), specific budget for giveaways/ snacks (~300)</p>                                                                                                                                                                      |
| Main Street Meet and Greet | 9/13 (2 <sup>nd</sup> Monday in September) | Chamber of Commerce      |  | <p>All business create stands and hand things out- chance to meet local business owners.</p> <p>City Contribution<br/>           Public work shuts the street down (labor hours),</p>                                                                                                                                                                                                                             |
| Halloween Give and Get     | End of October 10/30                       | Chamber of Commerce      |  | <p>Shops set up and hand out candy and advertise (business led)</p> <p>City Contribution:</p>                                                                                                                                                                                                                                                                                                                     |

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|-------------------------|------|----------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Christmas Tree Lighting | 12/7 | Chamber of Commerce, Xcel Energy | <p>Watch the tree outside city hall get lit up. Presented by Chamber, administration and Xcel Energy, sing songs with council members.</p> <p>City Contribution:<br/>Facilitate organization, and install lights (staff hours).</p> |
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## **PARK DONATION POLICY**

The City of Robbinsdale welcomes donations to its parks and also considers requests for any recognition or memorial displays within its parks. All donations and displays begin with a completed Park Donation Application and Agreement which is obtained from the Recreation Services Department. The completed application is reviewed by City Council for approval or denial. The review and approval process is estimated to take 60 days depending on the type of donation.

### **I. DONATIONS**

A. The City of Robbinsdale seeks financial donations to support the City's park system and also considers recognition or memorial displays within its parks.

B. The policy covers substantial donations and recognition displays for both fixed and indefinite periods of time.

C. For the purposes of this policy, substantial donation is defined as at least 50% of the total estimated cost of:

1. New construction, remodeling or renovation;
2. Developing a new real property, such as a park building, structures including playground equipment, real estate, etc.; or
3. Replacement or renovation of an existing feature within a park and was previously unnamed or a landmark that requires substantial renovation at the time of the gift.

D. Donations under \$500 such as a community wide fundraising program with individual donations (i.e. buy a brick program) or donations of a routine nature such as trees or park benches shall be reviewed and approved by the City Manager.

E. Recognition or memorial displays within its parks (i.e. name of a ball field such as 'Chuck Violet Field') are for distinguished efforts for the health, welfare, and safety within the community or substantial volunteer efforts for the care and appearance of the city's parks.

F. Items found in this policy include all features within a park or proposed park which includes structures such as ball fields, pavilions, warming houses, picnic shelters, plazas, scoreboards, and play structures. This also includes any real estate for passive recreation use such as trails, open space, interpretive areas and for active recreation use such as ball fields or other large scale projects that meet the needs of residents in the area of parks.

### **II. DONORS**

A. Donors may recognize and honor individuals, groups, or an organization including corporations and non-profit organizations.

B. The donor or a designated representative must sign the donor application and agreement that clarifies terms of the contributions. The donor may also indicate on the form that they wish to remain anonymous. The donor agreement includes:

- a. The location, the identification of the donation item or distinguished effort, the amount of the gift, and the period of time.
- b. In the event of demolition of a donated structure its recognition or any part of it shall be subject to a new agreement.

- c. The styles should be consistent with the City's visual standards and adhere to City ordinances and policies.
- C. The City Manager will designate a staff person to be responsible for overseeing compliance with policy requirements, including completion of consultations and approvals, securing signatures on donation agreements by donor, donor representative and the City of Robbinsdale.
- D. Donors must indicate on the application any groundbreaking, dedication or other ceremonies related to the donation, which shall be approved by the City Council prior to the event and prior to a city representative signing the donor agreement.
- E. The City Council may rescind a donor's contribution and recognition for just cause.
- F. The nature of the donation will assist in determining the type of recognition.
- G. A plaque or other negotiated signage may be placed on a building, room or facility to recognize a donor. The design, wording, size and location of such signage require the approval of the City Council.
- H. A donor recognition or memorial plate may be affixed to routine furniture items, at the request of the donor. The City shall specify the size and location of the donor plate and the donor will pay for the plate and engraving. The City shall approve the wording of the donor plate and shall affix the plate to the furniture.
- I. Upon receiving the donation, city staff will purchase the item or undertake the project.
- J. Plaques or markers will not be placed for routine tree donations.
- K. The option of funding the amenity for life of said amenity is negotiable and would require assurance of sufficient funding. There is no exclusive right to sole recognition or continued recognition in cases of expansion or other structural modifications.
- L. Donors have no power of direction to the City on matters of schedule, design, furnishing or priority of use.

### III. PROCESS AND PROCEDURES FOR SUBMISSION OF PROPOSAL

- A. Any proposal for a donation and recognition shall be made through a formal submission process of completing the application with city staff and approval by City Council.
- B. Proposals must have the written approval of the person or designated representative for whom the recognition is to be given. If the person is deceased, the approval of the family or designated representative should be obtained. If the person is deceased and there is not family or a designated representative, recognition can proceed through the submission process.
- C. Proposals must be approved by the City Council and follow all City Codes and related guidelines of the City of Robbinsdale. Any exception must be authorized by the City Council in advance of the donation. Applications for the same project will be reviewed individually by the City Council with final decision based on merit to the community and not solely upon the highest bidder.



**Do you have ideas about promoting racial  
equity for Robbinsdale?  
We want to hear from you.**

The Robbinsdale Human Rights Commission is holding a subcommittee meeting to discuss ideas for a proposed racial equity plan for Robbinsdale. Please come and share your ideas.

**When:** Tuesday, July 27th at 7:00 PM

**Where:** Manor Park Building  
3129 Abbott Ave. N., Robbinsdale

Questions? Contact Julie at [jaoki@ci.robbinsdale.mn.us](mailto:jaoki@ci.robbinsdale.mn.us)