ROBBINSDALE

City Council Meeting
Tuesday, April 21, 2026
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.

1. CITY COUNCIL MEETING CALLED TO ORDER
2. ROLL CALL: Blackledge, Greenberg, Parisian, Caceres Aranda, Mayor Sutton
3. MICROPHONE CHECK: Blackledge, Greenberg, Parisian, Caceres Aranda, Mayor Sutton
4. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE CITY COUNCIL ON MATTERS NOT ON THE AGENDA
5. APPROVAL OF THE APRIL 21, 2026 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 Meeting minutes from April 7, 2026

B. Investment Report

C. Approve submission of a Metropolitan Council Water Efficiency grant application

D. Robbinsdale Wine & Spirits' Monthly Financial Statements - February

E. Robbinsdale Wine & Spirits' Monthly Financial Statements – March 2026

F. Deputy Registrar's Monthly Financial Statements - February

G. Deputy Registrar's Monthly Financial Statements – March 2026

H. Appointment of Alternate Commissioner to Bassett Creek Watershed Commission

I. Hennepin County Youth Activities Grant Application

J. Miller Concessions at Hy-Vee

K. Antenna lease amendments with T-Mobile for 3310 Oakdale Ave N

L. Approval of Credit Card Charges and Payment

M. Authorize City Manager to Execute License Agreement with Birdhouse Restaurant

N. Approval of Licenses

O. Receive Sustainability Committee meeting minutes from March 18th, 2026

7. PRESENTATIONS

A. Arbor Day Proclamation

B. Robbinsdale Forestry/Natural Resources Annual Report

8. PUBLIC HEARINGS

A. None

9. OLD BUSINESS

A. None

10. NEW BUSINESS

A. Adopt 2026 Goals and Top Priorities

B. Authorize Staff to Issue RFP for Cleaning Services

11. OTHER BUSINESS

A. Voucher Requests Pending Approval for Disbursement

12. ADMINISTRATIVE REPORTS

13. COUNCIL GENERAL COMMUNICATIONS

14. ADJOURNMENT

MINUTES

CITY COUNCIL MEETING CALLED TO ORDER

Mayor Sutton called the meeting to order at 7:00 p.m.

ROLL CALL

Present: Blackledge, Greenberg, Caceres Aranda, Sutton
Absent: Parisian
Staff: Tim Sandvik, City Manager; Chase Peterson-Etem, Assistant City Manager/City Clerk; Jenna Wolf, Water Resources Specialist; Richard McCoy, City Engineer/Public Works Director; Will Bucheger, Assistant Planner

MICROPHONE CHECK

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

Linda Harrison, 4158 Shoreline Dr., asked about the Shoreline and Sanborn Park projects, specifically about timeline, hazards, and usability.

Kelly Goski, 4129 Beard Ave. N., inquired about Sanborn Park and the Shoreline construction project voicing concern about the tax burden for residents and asked about the timeline for each project.

Sandvik noted a phased approach for these projects as there are a lot of moving parts. He continued that often underground infrastructure is completed first and restoration of the park will happen as soon as possible. He encouraged folks to continue to monitor community engagement efforts and noted the Council will continue to have discussions about these projects.

McCoy added that it's too early in the year to start some of the projects, because of the weather. He did note that sod would be used instead of seed and reiterated the phased approach to the work being done, including timing for a potential tennis court and playground.

APPROVAL OF THE APRIL 7, 2026, MEETING AGENDA

City Clerk Peterson-Etem noted the addition of Other Business Item 11A, Voucher Disbursement Request.

Member Blackledge MOVED, seconded by Greenberg, to approve the April 7, 2026, City Council agenda, as amended. The vote was unanimous, and the motion carried.

CONSENT AGENDA

Member Greenberg MOVED, seconded by Caceres Aranda, to approve the consent agenda. The vote was unanimous, and the motion carried.

A. Approve City Council Meeting minutes from March 17, 2026

B. Receive November 19, 2025, Sustainability Committee Minutes

C. Receive January 21, 2026, Sustainability Committee Minutes

D. Accept Park, Recreation, and Forestry Commission minutes from January 27, 2026

E. Accept Planning Commission Meeting Minutes from February 19, 2026

F. Approval of Credit Card Charges and Payment

G. Adopt Resolution Amending the 2025 General Fund Budget

H. Off-Site Gambling Application for City of Lakes Youth Hockey Association

I. Faith Lilac Way Lutheran Church Event

J. North Memorial/Manor Park - Mobile Food Units in Excess of 10 Days/Year

K. Robin Center - Mobile Food Unit In Excess of 10 Days/Year

L. Resolution of Support for Grant Application to Met Council Liveable Communities' Program for 3839 Lakeland Ave Affordable Housing Project

M. Approval of Licenses

PRESENTATIONS

A. Stormwater Pollution Prevention Plan Annual Report

Water Resources Specialist Wolf discussed the impact of stormwater pollution, MS4 Permits, segments of the Stormwater Pollution Prevention Plan, Crystal Lake Flocculation Plant 2025, and the plan for 2026.

Member Greenberg thanked Wolf for all of her work to increase water quality in the City and asked her professional opinion on the water quality of Crystal Lake. Wolf stated the data shows the water quality is greatly improving since the creation of the flocculation plant and highlighted the amount of wildlife on the lake.

Mayor Sutton asked if the lake is safe to swim in. Wolf stated that it is, but noted the City does not test for toxic algae blooms due to the time it takes to receive test results.

Member Caceres Aranda asked if there are any upcoming events this spring into summer. Wolf encouraged him to participate in a flocculation plant tour and noted upcoming trash pick-up events.

Member Blackledge encouraged her to create a day-in-the-life video.

Mayor Sutton asked about the process for reporting leaks from cars. Wolf stated that she first sends out a letter to the property owner regarding illicit discharge with a remediation deadline. She noted that if the remediation deadline is not met, the City will then move to the process for abatement. Wolf commented that vehicles parked on the street are more difficult because they are not easily attached to a specific property, and she sometimes needs to involve the police department.

Mayor Sutton voiced gratitude for her presentation and all of her hard work.

Mayor Sutton opened the public input session.

Sophie Viena, 3730 West Broadway Avenue, thanked Wolf for her informative presentation and noted that she would love more information on native wildlife in the rain gardens or to participate in a photography tour. Wolf stated that she loves the idea of a photography tour.

Greg Salyers, 3980 Lake Curve, stated that he and his wife swim on Crystal Lake almost daily and noted the continual effort of neighbors to keep the shoreline clean. He noted the visual differences in the lake from ten years ago and is encouraged to see all of the work that has been done and will continue to be done.

Mayor Sutton closed the public input session.

Member Blackledge MOVED, seconded by Greenberg, to receive and note the annual report on the adopted SWPPP compliance for the 2025 calendar year, grant delegated authority to the Public Works Director / City Engineer and City Manager to process all comments received, create and keep a record of decision of each comment, and advise the city council of those decisions, and authorize the City Manager to sign the standard annual report upon the conclusion of comment investigation and submit the report to the MPCA by the designated date.

PUBLIC HEARINGS

A. None

OLD BUSINESS

A. Approve Professional Services Agreement for PFAS Feasibility Report

City Engineer/Public Works Director McCoy discussed PFAS and the standards for safe drinking water. He noted that the City's levels are just above the newly established threshold and therefore Staff would like to obtain a feasibility report from AE2S to decide what type of treatment would be best for the City at a cost of $565,500.00, which would be reimbursable from the MPCA grant. He then discussed next steps, deadlines, and Staff recommendations.

Member Blackledge thanked McCoy for the presentation.

Mayor Sutton asked how AE2S was selected. McCoy stated they were selected after a rigorous three-part vetting of submissions for the design of the plant. He noted the concerns with bringing in a new company to perform these next steps.

Mayor Sutton asked if the estimate provided was comparable with other consultants. McCoy affirmed that AE2S has competitive prices and is one of the best consultants.

Member Greenberg MOVED, seconded by Caceres Aranda, to approve a Professional Services Agreement with AE2S to conduct a Feasibility Report for PFAS Treatment for the City of Robbinsdale in accordance with the scope provided for a cost not to exceed $565,500.00. Further, the Mayor and City Manager are authorized to sign the agreement.

NEW BUSINESS

A. Zoning Text Amendment to Code Section 520.09 Neighborhood Grocery District

Assistant Planner Bucheger provided an overview of the item, detailed the history of the Neighborhood Grocery

districts, and provided Staff recommendations.

Member Caceres Aranda MOVED, seconded by Greenberg, to approve the first reading of an Ordinance Amending Section 520.09 of the Robbinsdale City Code relating to Ng, Neighborhood Grocery district. The vote was unanimous, and the motion carried.

B. Conditional Use Permit for 4740 42nd Ave N to allow the use of a Massage Therapy Service

Assistant Planner Bucheger provided an overview of the item, detailed the property location and zoning, and discussed the conditional use permit findings of fact.

Applicant Stephanie Keeffe shared her love for Robbinsdale and highlighted her excitement to grow her business in the community.

Member Greenberg MOVED, seconded by Blackledge, to adopt Resolution No. 8220, A RESOLUTION TO ALLOW THE USE OF A MASSAGE SERVICE AT 4740 42ND AVE N. The vote was unanimous, and the motion carried.

C. Charter Commission Reappointment

Peterson-Etem provided an overview of the item and detailed term expiration dates.

Member Caceres Aranda MOVED, seconded by Blackledge, to adopt Resolution No. 8221, A RESOLUTION RECOMMENDING TO THE CHIEF JUDGE OF THE HENNEPIN COUNTY DISTRICT COURT REAPPOINTMENT OF QUALIFIED VOTER OF THE CITY OF ROBBINSDALE TO THE ROBBINSDALE CHARTER COMMISSION. The vote was unanimous, and the motion carried.

D. Authorize Staff to issue deferral letters

City Manager Sandvik provided an overview of the item and detailed the history of working with the Northwest Suburbs Cable Communications Commission (NWSCCC) and the authorization to issue deferral letters.

Member Greenberg voiced support and asked if broadband applies to anyone accessing high-speed internet. Sandvik stated franchising does not apply to this, but it is broadband-specific.

Member Greenberg MOVED, seconded by Blackledge, to authorize Staff to issue deferral letters to organizations seeking right-of-way permits for broadband servicing. The vote was unanimous, and the motion carried.

OTHER BUSINESS

A. Voucher Requests Pending Approval for Disbursement

Member Blackledge MOVED, seconded by Caceres Aranda, to approve voucher disbursement requests for the period ending April 7, 2026. The vote was unanimous, and the motion carried.

B. Schedule Town Hall Meeting

Sandvik provided an overview of the item and detailed the history of the past town hall and goals going forward.

Mayor Sutton asked about creating a survey for residents to better understand what they want to discuss. Sandvik stated that Staff would be happy to create a survey.

Member Greenberg stated that he thinks it would be beneficial to hear a high-level overview of priorities from each department head. He expressed interest in partnering with organizations that are part of the community and connecting with community members by providing a forum for feedback.

Mayor Sutton suggested allowing a five to seven-minute window for each department head.

Sandvik noted that at the end of May, he will do a State of the City address and asked about doing a condensed version for the town hall.

Council Members voiced support for that idea.

Member Greenberg commented that there are lingering public safety concerns and noted that this would be a good time to address that.

Member Sutton noted that he would like to set a speaking limit of four minutes.

Sandvik asked the Council to provide him with specific topics at the upcoming work session.

Member Blackledge MOVED, seconded by Greenberg, to approve scheduling a Town Hall meeting for Monday, May 18, 2026, at 6:00 pm. The vote was unanimous, and the motion carried.

ADMINISTRATIVE REPORTS

Peterson-Etem stated that election judge applications are available online, noted that the candidate filing period for Wards three and four opens on May 19, and noted that yard waste starts on April 15.

Sandvik thanked the community for attending the Eggstravaganza, thanked the Chamber for hosting, thanked the Staff for their presentations tonight, highlighted upcoming events, and noted annual public works operations.

COUNCIL GENERAL COMMUNICATIONS

Member Blackledge thanked the staff for their presentations tonight, highlighted the Birdtown Brief, and encouraged residents to say hi to neighbors.

Mayor Sutton expressed gratitude for the wonderful presentations by Staff and wished a Happy belated Easter and Happy Passover to those who celebrate.

ADJOURNMENT

Member Greenberg MOVED, seconded by Caceres Aranda to adjourn the meeting at 9:00 p.m. The vote was unanimous, and the motion carried.

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Chase Peterson-Etem, City Clerk Bradley Sutton, Mayor

ROBBINSDALE

TO:	Mayor and City Council
PREPARED BY:	Diaa Tahoun, Finance Director
APPROVED BY:	Tim Sandvik, City Manager
DATE:	April 21, 2026
RE:	Investment Report

Background:

Attached is the investment portfolio information for the quarter ending March 31, 2026, prepared by the Finance Department. The report includes quarterly cash position amounts for 2026, as well as a future economic outlook.

Analysis:

This summarized information reflects activity by category that has occurred to date throughout the quarter.

Recommendation:

Approve a motion to acknowledge the Investment Report for the quarter ended March 2026.

Attachments:

1. Q1 2026

Totals & Averages @ Market

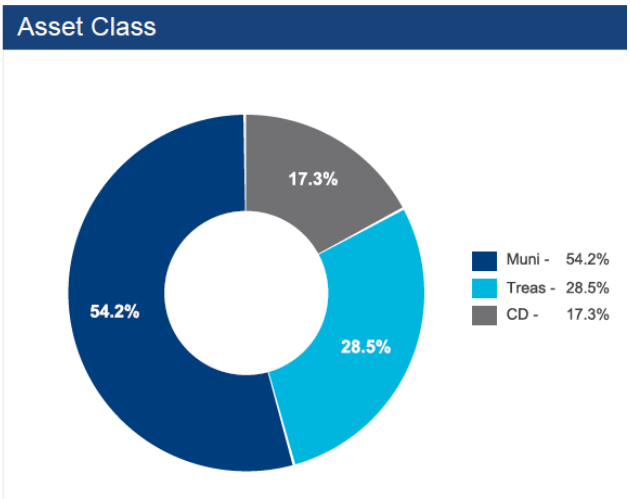
Summary Totals	
Original Face	$53,631,000
Current Face (Par)	$53,631,000
Market Principal	$51,518,632
Accrued Interest	$246,591
Cash & Cash Alternatives	$3,488,303
Fixed Income Funds	$0
Equity Balance	$0
Total Portfolio Value	$55,253,525
Next 12mo Cpn Cash Flow	$1,097,626
Generic Annual Cpn Cash Flow	$1,183,196

Weighted Averages	
Coupon*	2.206%
Maturity**	2.00 yrs
Duration	1.91
Yield to Worst	3.930%
Yield to Maturity	3.930%
Market Price*	96.061
Tax Lots Holdings Included	151 of 153

*Par-Wtd, all else Mkt-Wtd.
**Avg life used for principal paydowns, and perpetual securities are assigned a 40 year maturity.

State Board of Investment (SBI) Par $100,000

State Board of Investment (SBI) Market Value $127,064



Note

An unrealized loss is a decrease in the value of an investment that an investor holds. A gain or loss becomes realized when the investment is actually sold. Our investments are not intended to be sold, but instead held to maturity. The unrealized loss is a function of rising interest rates.

Economic Outlook

Bond Yields Rise Amid Inflationary Pressures

Global bond market yields continued rising last week amid the ongoing conflict in Iran that has pushed energy prices higher. The bellwether 10-year U.S. Treasury Bond yield closed the week at 4.44%, an eight month high, while the yield on the 2-year Treasury briefly hit 4.0% on Friday for the first time since last June. Overseas, Germany's 10-year Bund yield advanced to 3.10%, the highest level since 2011. Renewed inflationary pressures have shifted expectations for central banks' monetary policies, with markets now anticipating three rate hikes from both the ECB and the Bank of England and no Federal Reserve rate cuts in the U.S. in 2026.

Import Price Index Jumps

U.S. import prices surged in February, rising 1.3% month over month, the largest monthly increase since March 2022. The significant jump was keyed by rising energy costs, as imported fuel prices surged 3.8%. In addition, prices rose for capital goods—particularly computers—industrial supplies, and consumer goods excluding automobiles. Economists noted that increases in non-fuel import prices could signal lasting effects on inflation, which combined with recent energy price increases could encourage the Fed to keep interest rates steady for longer.

Consumer Sentiment Dips in March

The Index of Consumer Sentiment published by the University of Michigan fell in March to a reading of 53.3, down from 56.6 in February. This was the first decline following three straight monthly increases. Lower sentiment was reported in March by middle- and higher-income consumers due to both rising gas prices and heightened volatility in financial markets. Survey respondents were more pessimistic about the short-term outlook for the economy and inflation, though longer-term expectations for both were little changed, suggesting that many consumers do not expect recent negative developments to persist for long.

Fed Keeps Policy Rate Unchanged

The Federal Reserve's interest-rate setting committee voted last week to hold the federal funds ra unchanged at 3.50% - 3.75% amid economic uncertainty fueled by developments in the Middle Ea was the second consecutive meeting at which officials held the target steady after lowering it by ¾ percentage point in the back half of 2025. Fed Chair Jerome Powell noted that inflation remains ab central bank's 2% goal and that inflation expectations have risen in recent weeks amid the Iran co Nonetheless, committee members' updated guidance for future rates reaffirmed one additional q point cut in 2026.

Global Central Banks Also Hold Rates Steady

The Bank of England, European Central Bank, and Bank of Japan all met last week and voted to keep their respective policy interest rates at their current levels. The Bank of Japan kicked off the string of decisions on Wednesday, preserving its policy rate at 0.75%, as expected. The following day both the European Central Bank and the Bank of England also held their respective rates unchanged. While standing pat for now, all three monetary authorities warned they could hike rates this year amid possible inflation increases resulting from the war in Iran.

Industrial Production Growth Continues

The Federal Reserve reported last week that U.S. industrial production increased 0.2% in February from the prior month. This was the fourth straight month that production increased, the longest stretch of consecutive growth in nearly three years. Specifically, manufacturing production grew 0.2% in February, its third increase in the four months, while mining grew 0.8% after a 0.9% rise in the prior month. Related, the level of capacity utilization in the industrial sector held steady at 76.3% after having jumped to that level from 75.8% late last year.

ROBBINSDALE

TO:	Mayor and City Council
PREPARED BY:	Kayla Kirtz, Sustainability Coordinator
APPROVED BY:	Tim Sandvik, City Manager
DATE:	April 21, 2026
RE:	Approve submission of a Metropolitan Council Water Efficiency grant application

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Background:

The Metropolitan Council has another round of Water Efficiency Grants available for 2026-2028 to support the purchase and installation of appliances that reduce water use. Through this program, the City has offered water efficiency rebates since 2020. Robbinsdale's program has seen increasing participation over the years. Similarly, costs of appliances and labor are increasing. Therefore, staff intend to apply for more funding to continue to offer the rebate program while offering an increased rebate amount. The Metropolitan Council is also offering a new low-income equity component for this next grant cycle. If municipalities opt in to low-income funding, the Metropolitan Council will cover 100% of the device and installation up to a certain dollar amount for eligible applicants. If granted funding, staff intend to update the City's Water Efficiency Rebate Program criteria accordingly:

- 75% of the cost of the item, up to a maximum of $200 for WaterSense-labeled toilets.
- 75% of the cost of the item, up to a maximum of $200 for WaterSense-labeled showerheads.
- 75% of the cost of the item, up to a maximum of $200 for WaterSense-labeled faucets and faucet accessories.
- 75% of the cost of the item, up to a maximum of $200 for Energy Star-labeled washing machines.
- 75% of the cost of the item, up to a maximum of $200 for Energy Star-labeled dishwashers.

For low-income eligible applicants, the Metropolitan Council will cover 100% of the cost of the device and installation up to:

- $550 for toilets
- $1200 for clothes washers
- $1200 for dishwashers
- $100 for showerheads
- $100 for faucets and faucet accessories.

Based on the above criteria, staff have proposed a total program budget of $35,000 ($24,000 grant + $6,000 20% match + $5,000 low-income grant). If granted funding, staff will update the program website and application accordingly. Staff will also continue to promote the program via the City's communications channels.

Analysis:
None.

Recommendation:
Motion to approve the submission of a 2026-2028 Metropolitan Council Water Efficiency Grant Program application.

Attachments:
None

ROBBINSDALE

TO:	Mayor and City Council
PREPARED BY:	Diaa Tahoun, Finance Director
APPROVED BY:	Tim Sandvik, City Manager
DATE:	April 21, 2026
RE:	Robbinsdale Wine & Spirits' Monthly Financial Statements - February

Background:

Attached are the Robbinsdale Wine & Spirits' financial reports for the month of February 2026 prepared by the Finance department. The report includes monthly and year-to-date amounts for 2026 with comparable amounts to 2025.

Analysis:

Year-to-date sales amounted to $ 570,986, reflecting a $ 14,426 increase (2.6%) from the previous year. Gross profit from sales stands at $ 217,465 compared to $ 185,587 in 2025 (17.2% increase). Our year-to-date gross profit is currently at 38%, meeting our target. The net income before transfers including the non-operating revenue/expenses for this year totals $ 41,598 showing an increase of $28,752 from the net income of $12,846 in 2025.

The rent expense associated with the Hy-Vee location, amounting to $12,075 per month, is accounted for within the depreciation and interest expense because of GASB 87.

Recommendation:

Approve a motion to acknowledge the Robbinsdale Wine & Spirits' financial reports for the month of February 2026.

Attachments:

1. Liquor Feb 2026 P&L
2. Pie Chart 2026

City of Robbinsdale
Robbinsdale Wine & Spirits
Profit and Loss Statement From Operations
For Period Ending February 28, 2026

	Feb-2026	Feb-2025	Year to Date 2026	Year to Date 2025	Amount Difference	% Inc (Dec) from Previous Year
Sales	276,334	275,143	577,232	561,737	15,495	2.8%
Less Customer Discounts	3,043	2,507	6,246	5,177	1,069	20.6%
Net Sales	273,291	272,636	570,986	556,560	14,426	2.6%
Cost of Sales	192,027	192,116	353,521	370,973	(17,452)	(4.7%)
Gross Profit	81,264	80,520	217,465	185,587	31,878	17.2%
Percent to Net Sales	30%	30%	38%	33%		
Operating Expenses:						
Personal Services	53,165	55,053	90,004	93,051	(3,047)	(3.3%)
Supplies & Repairs	1,435	1,153	2,925	1,897	1,028	54.2%
Other Charges & Services	25,216	24,379	49,712	45,158	4,554	10.1%
Rent			0	0	0	
Depreciation	11,588	11,250	23,175	22,500	675	3.0%
Other (Income) Expense	68	32	11	95	(84)	(88.4%)
Total	91,472	91,867	165,827	162,701	3,126	1.9%
Operating Income / (Loss)	(10,208)	(11,347)	51,638	22,886	28,752	125.6%
Percent to Net Sales	-4%	-4%	9%	4%		
Nonoperating Revenues (Expenses)						
GASB 87 Adjustment						
Lease Interest Expense	(5,020)	(5,020)	(10,040)	(10,040)	0	
	(5,020)	(5,020)	(10,040)	(10,040)	0	
Income/(Loss) Before Transfers	(15,228)	(16,367)	41,598	12,846	28,752	

Current Month Analysis

	Liquor	Wine	Beer	Misc	THC	Totals
Sales	114,239	43,876	96,512	6,512	12,152	273,291
Inventory of February 1	287,110	146,327	89,792	10,003	11,308	544,540
Purchases	74,903	24,151	66,036	3,336	7,860	176,286
Less Inventory of February 28	284,745	141,512	81,226	8,940	12,376	528,799
Cost of Sales	77,268	28,966	74,602	4,399	6,792	192,027
Gross Profit	36,971	14,910	21,910	2,113	5,360	81,264
Gross Profit % to Net Sales	32%	34%	23%	32%	44%	
Product % to Total Sales	42%	16%	35%	2%	4%	

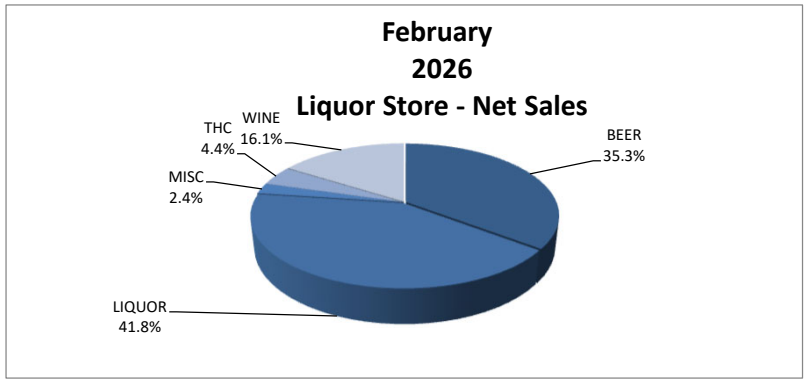
City of Robbinsdale
Robbinsdale Wine & Spirits
Profit and Loss Statement From Operations
For Period Ending February 28, 2026

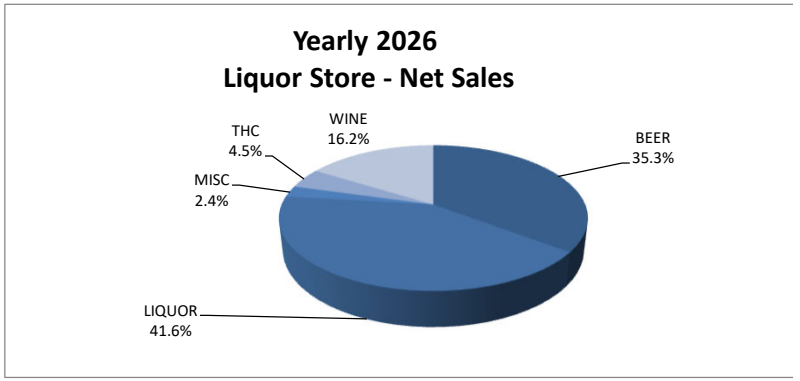
City of Robbinsdale
Robbinsdale Wine & Spirits
Profit and Loss Statement From Operations
For Period Ending February 28, 2026

Sales / Cost of Sales Analysis

			Year to Date		% Inc (Dec) from Previous
	Feb-2026	Feb-2025	2026	2025	Year
Liquor Sales	114,239	118,398	237,685	242,479	(2.0%)
Liquor Cost of Sales	77,268	81,090	143,788	153,365	(6.2%)
Gross Profit	36,971	37,308	93,897	89,114	5.4%
Percent to Net Sales	32%	32%	40%	37%	
Wine Sales	43,876	46,139	92,519	91,953	0.6%
Wine Cost of Sales	28,966	28,934	48,534	51,296	(5.4%)
Gross Profit	14,910	17,205	43,985	40,657	8.2%
Percent to Net Sales	34%	37%	48%	44%	
Beer Sales	96,512	95,895	201,393	195,146	3.2%
Beer Cost of Sales	74,602	73,673	138,621	148,135	(6.4%)
Gross Profit	21,910	22,222	62,772	47,011	33.5%
Percent to Net Sales	23%	23%	31%	24%	
Misc Sales	6,512	6,459	13,917	14,100	(1.3%)
Misc Cost of Sales	4,399	4,568	8,732	9,779	(10.7%)
Gross Profit	2,113	1,891	5,185	4,321	20.0%
Percent to Net Sales	32%	29%	37%	31%	
THC Sales	12,152	5,745	25,472	12,882	97.7%
THC Cost of Sales	6,792	3,851	13,846	8,398	64.9%
Gross Profit	5,360	1,894	11,626	4,484	159.3%
Percent to Net Sales	44%	33%	46%	35%	
Total Sales	273,291	272,636	570,986	556,560	2.6%
Total Cost of Sales	192,027	192,116	353,521	370,973	(4.7%)
Gross Profit	81,264	80,520	217,465	185,587	17.2%
Percent to Net Sales	30%	30%	38%	33%	

City of Robbinsdale
Robbinsdale Wine & Spirits
Profit and Loss Statement From Operations
For Period Ending February 28, 2026





February 2026		Net Sales per Dept	% Net Sales of Total
BEER	6401.4763	96,512	35.3%
LIQUOR	6401.4761	114,240	41.8%
MISC	6401.4764	6,512	2.4%
THC	6401.4766	12,152	4.4%
WINE	6401.4762	43,876	16.1%
		273,292	

Total 2026		Net Sales per Dept	% Net Sales of Total
BEER	6401.4763	201,393	35.3%
LIQUOR	6401.4761	237,686	41.6%
MISC	6401.4764	13,917	2.4%
THC	6401.4766	25,472	4.5%
WINE	6401.4762	92,519	16.2%
		570,987	

ROBBINSDALE

TO:	Mayor and City Council
PREPARED BY:	Diaa Tahoun, Finance Director
APPROVED BY:	Tim Sandvik, City Manager
DATE:	April 21, 2026
RE:	Robbinsdale Wine & Spirits' Monthly Financial Statements – March 2026

Background:

Attached are the Robbinsdale Wine & Spirits' financial reports for the month of March 2026 prepared by the Finance department. The report includes monthly and year-to-date amounts for 2026 with comparable amounts to 2025.

Analysis:

Year-to-date sales amounted to $ 893,463, reflecting a $ 20,364 increase (2.3%) from the previous year. Gross profit from sales stands at $ 311,569 compared to $ 277,876 in 2025 (12.1% increase). Our year-to-date gross profit is currently at 35%, meeting our target. The net income before transfers including the non-operating revenue/expenses for this year totals $ 41,458 showing an increase of $34,391 from the net income of $7,067 in 2025.

The rent expense associated with the Hy-Vee location, amounting to $12,075 per month, is accounted for within the depreciation and interest expense because of GASB 87.

Recommendation:

Approve a motion to acknowledge the Robbinsdale Wine & Spirits' financial reports for the month of March 2026.

Attachments:

1. Liquor Mar 2026 P&L
2. Pie Chart 2026

City of Robbinsdale
Robbinsdale Wine & Spirits
Profit and Loss Statement From Operations
For Period Ending March 31, 2026

			Year to Date			
	Mar-2026	Mar-2025	2026	2025	Amount Difference	% Inc (Dec) from Previous Year
Sales	326,056	319,386	903,288	881,123	22,165	2.5%
Less Customer Discounts	3,579	2,847	9,825	8,024	1,801	22.4%
Net Sales	322,477	316,539	893,463	873,099	20,364	2.3%
Cost of Sales	228,373	224,250	581,894	595,223	(13,329)	(2.2%)
Gross Profit	94,104	92,289	311,569	277,876	33,693	12.1%
Percent to Net Sales	29%	29%	35%	32%		
Operating Expenses:						
Personal Services	53,087	54,220	143,091	147,271	(4,180)	(2.8%)
Supplies & Repairs	1,576	1,440	4,501	3,337	1,164	34.9%
Other Charges & Services	22,924	25,409	72,636	70,567	2,069	2.9%
Depreciation	11,588	11,250	34,763	33,750	1,013	3.0%
Other (Income) Expense	49	(12)	60	824	(764)	(92.7%)
Total	89,224	92,307	255,051	255,749	(698)	(0.3%)
Operating Income / (Loss)	4,880	(18)	56,518	22,127	34,391	155.4%
Percent to Net Sales	2%	0%	6%	3%		
Nonoperating Revenues (Expenses)						
GASB 87 Adjustment						
Lease Interest Expense	(5,020)	(5,020)	(15,060)	(15,060)	0	
	(5,020)	(5,020)	(15,060)	(15,060)	0	
Income/(Loss) Before Transfers	(140)	(5,038)	41,458	7,067	34,391	

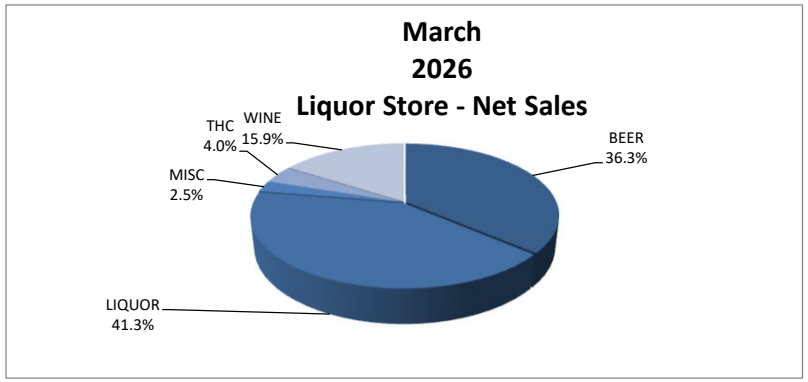
	Current Month Analysis					
	Liquor	Wine	Beer	Misc	THC	Totals
Sales	133,244	51,391	116,994	8,020	12,828	322,477
Inventory of March 1	284,745	141,512	81,226	8,940	12,376	528,799
Purchases	99,035	28,063	95,037	5,693	11,219	239,047
Less Inventory of March 31	292,465	135,896	86,461	9,234	15,417	539,473
Cost of Sales	91,315	33,679	89,802	5,399	8,178	228,373
Gross Profit	41,929	17,712	27,192	2,621	4,650	94,104
Gross Profit % to Net Sales	31%	34%	23%	33%	36%	29%
Product % to Total Sales	41%	16%	36%	2%	4%	

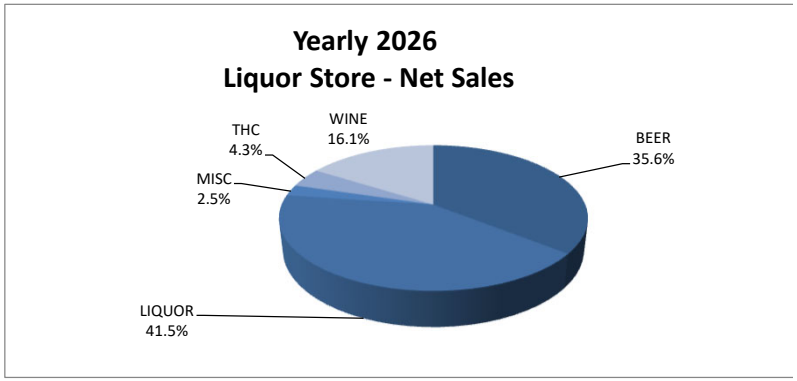
City of Robbinsdale
Robbinsdale Wine & Spirits
Profit and Loss Statement From Operations
For Period Ending March 31, 2026

Sales / Cost of Sales Analysis

			Year to Date		% Inc (Dec) from Previous
	Mar-2026	Mar-2025	2026	2025	Year
Liquor Sales	133,244	135,205	370,929	377,684	(1.8%)
Liquor Cost of Sales	91,315	93,292	235,103	246,657	(4.7%)
Gross Profit	41,929	41,913	135,826	131,027	3.7%
Percent to Net Sales	31%	31%	37%	35%	
Wine Sales	51,391	48,902	143,910	140,855	2.2%
Wine Cost of Sales	33,679	30,962	82,213	82,258	(0.1%)
Gross Profit	17,712	17,940	61,697	58,597	5.3%
Percent to Net Sales	34%	37%	43%	42%	
Beer Sales	116,994	116,402	318,387	311,548	2.2%
Beer Cost of Sales	89,802	89,593	228,423	237,728	(3.9%)
Gross Profit	27,192	26,809	89,964	73,820	21.9%
Percent to Net Sales	23%	23%	28%	24%	
Misc Sales	8,020	7,606	21,937	21,706	1.1%
Misc Cost of Sales	5,399	5,047	14,131	14,826	(4.7%)
Gross Profit	2,621	2,559	7,806	6,880	13.5%
Percent to Net Sales	33%	34%	36%	32%	
THC Sales	12,828	8,424	38,300	21,306	79.8%
THC Cost of Sales	8,178	5,356	22,024	13,754	60.1%
Gross Profit	4,650	3,068	16,276	7,552	115.5%
Percent to Net Sales	36%	36%	42%	35%	
Total Sales	322,477	316,539	893,463	873,099	2.3%
Total Cost of Sales	228,373	224,250	581,894	595,223	(2.2%)
Gross Profit	94,104	92,289	311,569	277,876	12.1%
Percent to Net Sales	29%	29%	35%	32%	

City of Robbinsdale
Robbinsdale Wine & Spirits
Profit and Loss Statement From Operations
For Period Ending March 31, 2026





March 2026		Net Sales per Dept	% Net Sales of Total
BEER	6401.4763	116,994	36.3%
LIQUOR	6401.4761	133,244	41.3%
MISC	6401.4764	8,020	2.5%
THC	6401.4766	12,828	4.0%
WINE	6401.4762	51,390	15.9%
		322,476	

Total 2026		Net Sales per Dept	% Net Sales of Total
BEER	6401.4763	318,387	35.6%
LIQUOR	6401.4761	370,930	41.5%
MISC	6401.4764	21,937	2.5%
THC	6401.4766	38,300	4.3%
WINE	6401.4762	143,909	16.1%
		893,463	

ROBBINSDALE

TO:	Mayor and City Council
PREPARED BY:	Diaa Tahoun, Finance Director
APPROVED BY:	Tim Sandvik, City Manager
DATE:	April 21, 2026
RE:	Deputy Registrar's Monthly Financial Statements - February

Background:

Attached are the Deputy Registrar's financial reports for the month of February 2026 prepared by the Finance department. The reports include monthly and year-to-date amounts for 2026 with comparable amounts to 2025.

Analysis:

Year-to-date revenues amount to $110,560, showing a decrease of $10,380 (8.6%) compared to the previous year. Expenditure has increased by $3,712 (4.6%). The net gain before transfers for the year is $26,033, which is $14,092 (35.1%) less than last year at this time.

Passport revenue year to date has decreased by $928 (2.5%) and motor vehicle fees have decreased by $10,037 (22.52%).

Recommendation:

Approve a motion to acknowledge the Deputy Registrar's financial reports for the month of February 2026.

Attachments:

1. DEPS P&L -2026

City of Robbinsdale
Deputy Registrar
Profit and Loss Statement From Operations
For Period Ending February 28 2026

	Feb-2026	Feb-2025	Year to Date 2026	Year to Date 2025	% Inc (Dec) from Previous Year
Notary Fees			-	5	(100.0%)
Motor Vehicle Fees	39,477	38,614	69,881	79,936	(12.6%)
Motor Vehicle Fees - Kiosk			4,136	3,255	
Boat/Snow/ATV/ORV Fees	203	192	497	524	(5.2%)
Fish & Game Fees	3		5	2	150.0%
Passport Fees	16,240	17,080	35,950	36,878	(2.5%)
Other Revenue	74	119	216	341	(36.7%)
Revenues	55,997	56,005	110,560	120,940	(8.6%)
Operating Expenses:					
Personal Services	38,131	37,521	62,596	63,009	(0.7%)
Supplies & Repairs	706	205	886	216	310.2%
Internal Serv Charges	8,256	7,913	16,512	15,826	4.3%
Other Charges & Services	2,952	276	4,533	1,154	292.8%
Other (Income) Expense		610	0	610	0.0%
Total	50,045	46,525	84,527	80,815	4.6%
Operating Income / (Loss)	5,952	9,480	26,033	40,125	
Percent to Revenues	11%	17%	0	33%	

ROBBINSDALE

TO:	Mayor and City Council
PREPARED BY:	Diaa Tahoun, Finance Director
APPROVED BY:	Tim Sandvik, City Manager
DATE:	April 21, 2026
RE:	Deputy Registrar's Monthly Financial Statements – March 2026

Background:

Attached are the Deputy Registrar's financial reports for the month of March 2026 prepared by the Finance department. The reports include monthly and year-to-date amounts for 2026 with comparable amounts to 2025.

Analysis:

Year-to-date revenues amount to $172,826, showing a decrease of $16,718 (8.8%) compared to the previous year. Expenditure has increased by $4,268 (3.4%). The net gain before transfers for the year is $41,243, which is $20,986 (33.7%) less than last year at this time.

Passport revenue year to date has decreased by $2,971 (5.5%) and motor vehicle fees have decreased by $13,405 (10%).

Recommendation:

Approve a motion to acknowledge the Deputy Registrar's financial reports for the month of March 2026.

Attachments:

1. DEPS March 2026 P&L

City of Robbinsdale
Deputy Registrar
Profit and Loss Statement From Operations
For Period Ending March 31, 2026

	Mar-2026	Mar-2025	Year to Date 2026	Year to Date 2025	% Inc (Dec) from Previous Year
Notary Fees		5	-	10	(100.0%)
Motor Vehicle Fees	41,673	49,093	111,554	129,029	(13.5%)
Motor Vehicle Fees - Kiosk	5,089	1,900	9,225	5,155	
Boat/Snow/ATV/ORV Fees	263	215	760	739	2.8%
Fish & Game Fees	3		8	2	300.0%
Passport Fees	15,103	17,146	51,053	54,024	(5.5%)
Other Revenue	135	245	351	586	(40.1%)
Revenues	62,266	68,604	172,826	189,544	(8.8%)
Operating Expenses:					
Personal Services	38,255	37,554	100,851	100,563	0.3%
Supplies & Repairs	151	46	1,037	262	295.8%
Internal Serv Charges	8,256	7,913	24,768	23,739	4.3%
Other Charges & Services	394	987	4,927	2,141	130.1%
Other (Income) Expense			-	610	0.0%
Total	47,056	46,500	131,583	127,315	3.4%
Operating Income / (Loss)	15,210	22,104	41,243	62,229	(33.7%)
Percent to Revenues	24%	32%	24%	33%	

ROBBINSDALE

TO:	Mayor and City Council
PREPARED BY:	Jenna Wolf
APPROVED BY:	Tim Sandvik, City Manager
DATE:	April 21, 2026
RE:	Appointment of Alternate Commissioner to Bassett Creek Watershed Commission

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Background:

The City of Robbinsdale's representatives on the Bassett Creek Watershed Commission are appointed by resolution and serve for a three-year term. Representatives can be reappointed. The current Bassett Creek Alternate Commissioner position is open. Vincent John Ella has applied for this open position.

The City regularly has public announcements to recruit for the Commissioner and/or alternate Commissioner for the two Watersheds within the City, but few if any applicants apply. Watershed Commission meetings are held during the day, and this is a barrier for some people to become a representative.

Staff has spoken to Mr. Ella who has indicated his willingness to serve as Alternate Commissioner on Bassett Creek Watershed Management Commission. Staff recommend that Mr. Ella be appointed as Alternate Commissioner for Bassett Creek Watershed for term concluding January 31st 2029.

Included as *Attachment 1* is a resolution to appoint Mr. Ella as the Robbinsdale Alternate Commissioner for Bassett Creek Watershed.

Analysis:

None

Recommendation:

By motion, waive the reading and order the adoption of the attached resolution approving the appointment of Vincent John Ella as Alternate Commissioner to Bassett Creek Watershed Management Commission for term concluding January 31st, 2029.

Attachments:

1. Resolution

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 21st day of April 2026.

RESOLUTION NO.

A RESOLUTION APPROVING THE APPOINTMENT OF VINCENT JOHN ELLA AS ALTERNATE COMMISSIONER TO THE BASSETT CREEK WATERSHED MANAGEMENT COMMISSION FOR THE TERM CONCLUDING JANUARY 31st, 2029

WHEREAS, the City of Robbinsdale is partially located in the Bassett Creek and the Shingle Creek Watershed Management Commissions Area and is required under state law to manage its storm water runoff; and

WHEREAS, the Bassett Creek and the Shingle Creek Watershed Management Commissions have been organized under Minnesota Statutes to manage the storm waters of cities whose boundaries fall within the water management area; and

WHEREAS, the City of Robbinsdale has adopted a Joint Powers Agreement joining the Bassett Creek and the Shingle Creek Watershed Management Commissions;

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Robbinsdale to approve the appointment of Vincent John Ella as Alternate Commissioner to the Bassett Creek Watershed Management Commission for the term concluding January 31st, 2029.

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

and the following voted against the same:

WHEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED THIS 21st DAY OF APRIL 2026.

_____
Brad Sutton, Mayor

ATTEST:

_____
Chase Peterson-Etem, City Clerk

ROBBINSDALE

TO:	Mayor and City Council
PREPARED BY:	Matthew Bazyk, Recreation Services Manager
APPROVED BY:	Tim Sandvik, City Manager
DATE:	April 21, 2026
RE:	Hennepin County Youth Activities Grant Application

Background:

Hennepin County provides annual opportunities for recreation grants. Robbinsdale Recreation would like to apply for the Hennepin County Youth Activities Grant in the amount of $8,000.

Analysis:

The funds would be used to pay musicians for the City of Robbinsdale's Music in the Park series, which will take place across five different parks in the city. I am planning to request $8,000 to cover performance fees and to purchase simple instruments that children can use to play along during the events.

This series is designed to highlight the diverse cultures within Robbinsdale and provide an engaging, hands-on musical experience for local youth May-September of 2027.

Recommendation:

Approve the application for the Hennepin County Youth Activities Grant and if awarded, support the additional spending that would be needed prior to reimbursement.

Attachments:

None

ROBBINSDALE

TO:	Mayor and City Council
PREPARED BY:	Sherry O'Donnell, Admin Support/Deputy City Clerk
APPROVED BY:	Tim Sandvik, City Manager
DATE:	April 21, 2026
RE:	Miller Concessions at Hy-Vee

Background:

Miller Concessions submitted an application requesting the parking of 3 food trailers for 4 sets of dates in 2026 – April 29-May 3, June 17-21, July 29-August 2, and September 23-27 from 11:00 a.m. until 8:00 p.m. on the Hy-Vee (3503 Bottineau Blvd.) parking lot. Miller Concessions has parked on the Hy-Vee lot several times with no issues that staff is aware of.

Analysis:

More than 3 consecutive days require City Council approval, as well as more than 10 calendar days in a year. This request is for a total of 20 days – 5 days per set of dates. The Engineering, Planning and Police Departments approve the request with all usual conditions. The Fire Marshal, or designated inspector, will conduct an inspection when Miller Concessions is set up to make sure they are in compliance with all requirements, including emergency vehicle access that must be maintained at all times.

Recommendation:

Consider approval of the request for Miller Concessions to park 3 food trailers for 4 sets of dates in 2026 – April 29-May 3, June 17-21, July 29-August 2, and September 23-27, from 11:00 a.m. to 8:00 p.m., on the Hy-Vee (3503 Bottineau Blvd.) parking lot in the staff approved area and required conditions.

Attachments:

None

ROBBINSDALE

TO:	Mayor and City Council
PREPARED BY:	Diaa Tahoun, Finance Director
APPROVED BY:	Tim Sandvik, City Manager
DATE:	April 21, 2026
RE:	Antenna lease amendments with T-Mobile for 3310 Oakdale Ave N

Background:

T-Mobile currently maintains a cellular antenna lease at 3310 Oakdale Avenue (on old Tower 2). This agreement, originally effective September 18, 2000, was subsequently updated via a first amendment dated December 19, 2014.

Analysis:

The lease term shall be extended from its current expiration at midnight on November 16, 2025, for a period of five (5) years, reaching a new expiration date of November 30, 2030. This extension is subject to the provision that the Lessor (the City) may require the Lessee to relocate to New Water Tower 2 upon 120 days' notice. Such relocation shall be at the Lessee's sole expense, with no reimbursement of costs or payment of damages by the Lessor. This allows the antennae to remain on the old structure for the moment, but requires relocation once a new Tower is built and the City decides to remove old Tower 2. The Public Works Director / City Engineer concurs with the extension and the added relocation requirements.

Recommendation:

By motion, authorize the Mayor and City Manager to approve the T-Mobile lease amendments for 3310 Oakdale Ave (shown as Exhibit 1).

Attachments:

1. 11.16.2025-11.30.2030 second admendment 3310 Oakdale

SECOND AMENDMENT TO WATER TOWER SPACE LEASE AGREEMENT

This Second Amendment to Water Tower Space Lease Agreement ("**Amendment**") is made effective as of the date last signed below (**"Effective Date"**) by and between T-Mobile Central LLC, successor in interest to APT Minneapolis, Inc. ("**Lessee**"), and the City of Robbinsdale ("**Lessor**"). Lessor and Lessee are collectively referred to herein as the "**Parties**."

RECITALS

WHEREAS, Lessor's and Lessee's predecessors in interest entered into that certain Water Tower Space Lease Agreement effective September 18, 2000, as amended by that First Amendment to Water Tower Space Lease Agreement dated December 19, 2014 (collectively, the "**Lease**"), pursuant to which Lessee is leasing space for a telecommunications facility at 3310 Oakdale Ave, Robbinsdale, MN 55422 (as more fully described in the Lease, the "**Premises**"). Lessee and Lessor now wish to further amend the Lease as set forth below, and;

WHEREAS, the Water Tower on the Premises has been decommissioned and is no longer actively used as part of the Lessor's water supply system, and the Lessor is in the process of preparing to construct a new water tower ("New Water Tower") on an adjacent site as a replacement, and;

WHEREAS, once the New Water Tower is constructed and operational, the Lessor intends to demolish the Water Tower on the Premises and the parties wish to provide for the Lessee's relocation of facilities to the New Water Tower as provided herein.

.

AGREEMENT

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. The foregoing Recitals are expressly made a part of this Amendment and are incorporated herein by this reference. All capitalized terms used but not defined herein shall have the same meaning as in the Lease.

2. The term of the Lease is hereby extended from its expiration at midnight November 16, 2025 for a period of five (5) years expiring on November 30, 2030, provided, however, that the Lessor may require Lessee to relocate to the New Water Tower, at Lessee's sole expense with no reimbursement of costs or expenses, and no damages owed or paid by the Lessor to the Lessee, upon 120 days' notice to Lessee. The Lessor shall endeavor to provide Lessee with equivalent space on and adjacent to the New Water Tower and the parties shall memorialize the lease of such space via a further amendment to the Lease entered during the 120 day notice period. If Lessee shall remain in possession of the Premises (or replacement space at the New Water Tower) at the expiration of this Lease without a written amendment or extension, such tenancy shall be deemed a month-to-month tenancy under the terms and conditions of the Lease, as amended.

3. Each person signing this Amendment on behalf of Lessor or Lessee represents that he or she is duly authorized to sign this Amendment and to bind the Party on behalf of which such person is signing. If there is a conflict between the Lease and this Amendment, this Amendment shall prevail.

4. Lessor warrants and represents that the consent or approval of no third party, including, without limitation, a lender, is required with respect to Lessor's execution of this First Amendment, or if any such third party consent or approval is required, Lessor has obtained any and all such consents or approvals.

5. The Lease remains in full force and effect as amended by this Amendment and is hereby ratified and confirmed by the Parties.

6. This Amendment may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute a single instrument. Signed facsimile and electronic copies of this Amendment shall legally bind the parties to the same extent as original documents.

IN WITNESS WHEREOF, the Parties hereto have caused this Amendment to be executed by their duly authorized representatives as of the date first written above.

Lessee:

T-Mobile Central LLC

By: _____

Name:_____

Title: _____

Date:_____

Lessor:

City of Robbinsdale

By: _____

Name: Brad Sutton

Title: Mayor

Date:_____

By: _____

Name: Tim Sandvik

Title: City Manager

Date:_____

ROBBINSDALE

TO:	Mayor and City Council
PREPARED BY:	Diaa Tahoun, Finance Director
APPROVED BY:	Tim Sandvik, City Manager
DATE:	April 21, 2026
RE:	Approval of Credit Card Charges and Payment

Background:

The City has issued credit cards to certain employees as designated by the City Manager. Credit card payments are made using the ACH payment method directly to the bank, no check is issued, and payment is required by a certain date to avoid finance charges.

Analysis:

The attached listings are the credit card payments made in the month of March 2026 representing charges for the period February 11, 2026, through March 10, 2026, for expenses for City operations.

Recommendation:

By motion approve the March 2026 payment for City credit card charges.

Attachments:

1. CC March 2026

INVOICE REGISTER FOR CITY OF ROBBINSDALE

EXP CHECK RUN DATES 03/24/2026 - 03/24/2026
POSTED AND UNPOSTED OPEN AND PAID
VENDOR CODES: CC VENDOR - - CHECK TYPE: EFT

Invoice Number / Inv Ref #	Vendor / Description / GL Distribution	Invoice Date / Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted / Post Date
Purchase Card Vendor: 100292 U. S. BANCORP							
03012026							
00134086	US BANK REBATE	03/01/2026	03/24/2026	(1,031.31)	0.00	Paid	Y
	US BANK REBATE 3/10/2026	Bjohnson18					03/01/2026
	8900-8900-4852.00000	INTEREST INCOME		(1,031.31)			
03012026							
00134087	AXON	03/01/2026	03/24/2026	173.40	0.00	Paid	Y
	AXON BODY CLIP	Bjohnson18					03/01/2026
	1000-1200-6234.00000	EQUIPMENT PARTS & SUPPLIES		173.40			
03012026							
00134088	ACTIVE 911	03/01/2026	03/24/2026	781.80	0.00	Paid	Y
	ACTIVE 911 ALERT SUBSCRIPTION	Bjohnson18					03/01/2026
	1000-1260-6514.00000	DUES & MEMBERSHIPS		781.80			
03012026							
00134089	MAPLE GROVE LOCK	03/01/2026	03/24/2026	10.00	0.00	Paid	Y
	KEYS	Bjohnson18					03/01/2026
	7100-7115-6234.00000	EQUIPMENT PARTS & SUPPLIES		10.00			
03012026							
00134090	MAPLE GROVE LOCK	03/01/2026	03/24/2026	45.00	0.00	Paid	Y
	KEYS	Bjohnson18					03/01/2026
	7100-7115-6340.00000	REPAIR & MAINTENANCE		45.00			
03012026							
00134091	MENARDS	03/01/2026	03/24/2026	403.39	0.00	Paid	Y
	BITS / SCREWS / CONNECTORS	Bjohnson18					03/01/2026
	1000-1605-6214.00000	OPERATING SUPPLIES		403.39			
03012026							
00134092	AMAZON	03/01/2026	03/24/2026	100.38	0.00	Paid	Y
	FLEX MOUNTS / BUCKET SCOOP	Bjohnson18					03/01/2026
	7100-7115-6234.00000	EQUIPMENT PARTS & SUPPLIES		100.38			
03012026							
00134093	AMAZON	03/01/2026	03/24/2026	38.91	0.00	Paid	Y
	MESH BAGS / FLOSS	Bjohnson18					03/01/2026
	1000-1260-6234.00000	EQUIPMENT PARTS & SUPPLIES		38.91			

Invoice Number / Inv Ref #	Vendor / Description / GL Distribution	Invoice Date / Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted / Post Date
Purchase Card Vendor: 100292 U. S. BANCORP							
03012026 00134094	AMAZON	03/01/2026	03/24/2026	48.94	0.00	Paid	Y
	AUTO FILTER BAGS	Bjohnson18					03/01/2026
	1000-1260-6214.00000	OPERATING SUPPLIES		48.94			
03012026 00134095	AMAZON	03/01/2026	03/24/2026	50.95	0.00	Paid	Y
	REMOTE GARAGE DOOR	Bjohnson18					03/01/2026
	7100-7115-6234.00000	EQUIPMENT PARTS & SUPPLIES		50.95			
03012026 00134096	AMAZON	03/01/2026	03/24/2026	30.98	0.00	Paid	Y
	CABLE TIES	Bjohnson18					03/01/2026
	7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES		30.98			
03012026 00134097	AMAZON	03/01/2026	03/24/2026	36.00	0.00	Paid	Y
	REMOTE GATE CONTROLLER	Bjohnson18					03/01/2026
	7100-7115-6234.00000	EQUIPMENT PARTS & SUPPLIES		36.00			
03012026 00134098	MENARDS	03/01/2026	03/24/2026	15.49	0.00	Paid	Y
	SUPER TUB	Bjohnson18					03/01/2026
	1000-1610-6234.00000	EQUIPMENT PARTS & SUPPLIES		15.49			
03012026 00134099	RED LOBSTER	03/01/2026	03/24/2026	19.84	0.00	Paid	Y
	RED LOBSTER LUNCH - JOEL KONKOL 3/4/26	Bjohnson18					03/01/2026
	6000-6005-6510.00000	MEETING / TRAVEL EXPENSE		19.84			
03012026 00134100	GRANDSTAY	03/01/2026	03/24/2026	359.34	0.00	Paid	Y
	HOTEL	Bjohnson18					03/01/2026
	6000-6005-6510.00000	MEETING / TRAVEL EXPENSE		359.34			
03012026 00134101	AMAZON	03/01/2026	03/24/2026	959.65	0.00	Paid	Y
	MILLIAMP CLAMPMETER	Bjohnson18					03/01/2026
	6100-6110-6234.00000	EQUIPMENT PARTS & SUPPLIES		959.65			

Invoice Number / Inv Ref #	Vendor / Description / GL Distribution	Invoice Date / Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted / Post Date
Purchase Card Vendor: 100292 U. S. BANCORP							
03012026							
00134102	AMAZON	03/01/2026	03/24/2026	690.17	0.00	Paid	Y
	CHAIR/INDICATOR HOLDER & DRYING TOOL / T	Bjohnson18					03/01/2026
	6000-6020-6232.00000 FACILITY MAINTENANCE SUPPLIES			204.19			
	6000-6010-6234.00000 EQUIPMENT PARTS & SUPPLIES			485.98			
03012026							
00134103	SP RESLIA	03/01/2026	03/24/2026	79.99	0.00	Paid	Y
	ACCIDENTAL PERSONAL PURCHASE - JK PD CIT	Bjohnson18					03/01/2026
	6000-6005-6234.00000 EQUIPMENT PARTS & SUPPLIES			79.99			
AR143515							
00134136	ECR SOFTWARE	03/01/2026	03/24/2026	2,259.56	0.00	Paid	Y
	LIQUOR STORE CATAPULT - ECR SOFTWARE	Bjohnson18					03/01/2026
	6400-6405-6214.00000 OPERATING SUPPLIES			2,259.56			
03012026							
00134137	AMAZON	03/01/2026	03/24/2026	192.53	0.00	Paid	Y
	HYDRAULIC MOTOR	Bjohnson18					03/01/2026
	7000-7010-6234.00000 EQUIPMENT PARTS & SUPPLIES			192.53			
03012026							
00134138	AMAZON	03/01/2026	03/24/2026	41.98	0.00	Paid	Y
	MIRROR BRACKET	Bjohnson18					03/01/2026
	7000-7010-6234.00000 EQUIPMENT PARTS & SUPPLIES			41.98			
03012026							
00134139	AMAZON	03/01/2026	03/24/2026	35.98	0.00	Paid	Y
	JACK POINTS / DRILL BITS	Bjohnson18					03/01/2026
	7000-7010-6234.00000 EQUIPMENT PARTS & SUPPLIES			35.98			
03012026							
00134140	AMAZON	03/01/2026	03/24/2026	36.97	0.00	Paid	Y
	NUTS / SCREWS	Bjohnson18					03/01/2026
	7000-7010-6214.00000 OPERATING SUPPLIES			36.97			
03012026							
00134141	AMAZON	03/01/2026	03/24/2026	269.87	0.00	Paid	Y
	DURAGARD OIL	Bjohnson18					03/01/2026
	7000-7010-6234.00000 EQUIPMENT PARTS & SUPPLIES			269.87			

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Purchase Card Vendor: 100292 U. S. BANCORP							
03012026							
00134142	AMAZON	03/01/2026	03/24/2026	130.00	0.00	Paid	Y
	GUAGE / O-RING KITS	Bjohnson18					03/01/2026
	7000-7010-6214.00000 OPERATING SUPPLIES			130.00			
03012026							
00134143	AMAZON	03/01/2026	03/24/2026	47.48	0.00	Paid	Y
	BRACKET	Bjohnson18					03/01/2026
	7000-7010-6234.00000 EQUIPMENT PARTS & SUPPLIES			47.48			
03012026							
00134144	AMAZON	03/01/2026	03/24/2026	53.95	0.00	Paid	Y
	PINS, HITCH PINS	Bjohnson18					03/01/2026
	7000-7010-6234.00000 EQUIPMENT PARTS & SUPPLIES			53.95			
03012026							
00134145	AMAZON	03/01/2026	03/24/2026	175.56	0.00	Paid	Y
	HYDRAULIC MOTOR BOLT MOUNT	Bjohnson18					03/01/2026
	7000-7010-6234.00000 EQUIPMENT PARTS & SUPPLIES			175.56			
03012026							
00134146	AMAZON	03/01/2026	03/24/2026	27.70	0.00	Paid	Y
	CABLES	Bjohnson18					03/01/2026
	1000-1500-6214.00000 OPERATING SUPPLIES			27.70			
03012026							
00134147	AMAZON	03/01/2026	03/24/2026	56.87	0.00	Paid	Y
	DRAIN PLUGS / WORK LIGHT	Bjohnson18					03/01/2026
	7000-7010-6234.00000 EQUIPMENT PARTS & SUPPLIES			56.87			
03012026							
00134148	AMAZON	03/01/2026	03/24/2026	101.88	0.00	Paid	Y
	PENS & TONER CARTRIDGE - DMV SUPPLIES	Bjohnson18					03/01/2026
	6700-6705-6214.00000 OPERATING SUPPLIES			101.88			
03012026							
00134149	UPS	03/01/2026	03/24/2026	16.32	0.00	Paid	Y
	MISCHARGE - DISPUTED & REFUNDED ON 3/2/2	Bjohnson18					03/01/2026
	6700-6705-6378.00000 POSTAGE & SHIPPING			16.32			

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Purchase Card Vendor: 100292 U. S. BANCORP							
03012026							
00134150	AMAZON	03/01/2026	03/24/2026	321.03	0.00	Paid	Y
	WINDOW INTERCOMS - DMV	Bjohnson18					03/01/2026
	6700-6705-6960.00000	FURNITURE & OFFICE EQUIPMENT		321.03			
03012026							
00134151	UPS	03/01/2026	03/24/2026	3.77	0.00	Paid	Y
	SHIPPING	Bjohnson18					03/01/2026
	6700-6705-6378.00000	POSTAGE & SHIPPING		3.77			
03012026							
00134152	MINNESOTA STATE COLLEGES	03/01/2026	03/24/2026	580.00	0.00	Paid	Y
	MNSCU COURSE REGISTRATION - OFF 2 HOEKST	Bjohnson18					03/01/2026
	1000-1260-6512.00000	CONFERENCE & SCHOOLS		580.00			
03012026							
00134153	AMAZON	03/01/2026	03/24/2026	264.48	0.00	Paid	Y
	TEXTBOOKS - OFFICER 2	Bjohnson18					03/01/2026
	1000-1260-6516.00000	SUBSCRIPTIONS & BOOKS		264.48			
03012026							
00134154	MINNESOTA STATE COLLEGES	03/01/2026	03/24/2026	395.00	0.00	Paid	Y
	SHERRY O'DONNELL - MCFOA REGISTRATION AN	Bjohnson18					03/01/2026
	1000-1030-6512.00000	CONFERENCE & SCHOOLS		395.00			
03012026							
00134155	GFOA	03/01/2026	03/24/2026	80.00	0.00	Paid	Y
	MN GFOA MEMBERSHIP	Bjohnson18					03/01/2026
	1000-1050-6514.00000	DUES & MEMBERSHIPS		80.00			
03012026							
00134156	AGA ALEXANDRIA	03/01/2026	03/24/2026	85.00	0.00	Paid	Y
	AGA MEMBERSHIP	Bjohnson18					03/01/2026
	1000-1050-6514.00000	DUES & MEMBERSHIPS		85.00			
03012026							
00134292	AMAZON	03/01/2026	03/24/2026	15.99	0.00	Paid	Y
	DRONE SUPPLIES	Bjohnson18					03/01/2026
	1000-1205-6235.00000	SMALL EQUIP EXP <$5,000		15.99			

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Purchase Card Vendor: 100292 U. S. BANCORP							
03012026							
00134293	AMAZON	03/01/2026	03/24/2026	21.97	0.00	Paid	Y
	SWAT SUPPLIES	Bjohnson18					03/01/2026
	1000-1215-6234.00000	EQUIPMENT PARTS & SUPPLIES		21.97			
03012026							
00134294	AMAZON	03/01/2026	03/24/2026	47.97	0.00	Paid	Y
	DRONE SUPPLIES	Bjohnson18					03/01/2026
	1000-1205-6235.00000	SMALL EQUIP EXP <$5,000		47.97			
03012026							
00134295	INSIDE THE TAPE	03/01/2026	03/24/2026	790.00	0.00	Paid	Y
	TRAINING	Bjohnson18					03/01/2026
	1000-1220-6512.00000	CONFERENCE & SCHOOLS		790.00			
03012026							
00134296	AMAZON	03/01/2026	03/24/2026	31.98	0.00	Paid	Y
	DRONE SUPPLIES	Bjohnson18					03/01/2026
	1000-1205-6235.00000	SMALL EQUIP EXP <$5,000		31.98			
03012026							
00134297	INSIDE THE TAPE	03/01/2026	03/24/2026	395.00	0.00	Paid	Y
	TRAINING	Bjohnson18					03/01/2026
	1000-1220-6512.00000	CONFERENCE & SCHOOLS		395.00			
03012026							
00134298	MINNESOTA STATE COLLEGES	03/01/2026	03/24/2026	580.00	0.00	Paid	Y
	FIRE OFFICER 11 - LOGAN / MNSCU TRAINGIN	Bjohnson18					03/01/2026
	1000-1260-6512.00000	CONFERENCE & SCHOOLS		580.00			
03012026							
00134299	MINNESOTA STATE COLLEGES	03/01/2026	03/24/2026	580.00	0.00	Paid	Y
	FIRE OFFICER 11 - GOBERNATZ / MNSCU TRAI	Bjohnson18					03/01/2026
	1000-1260-6512.00000	CONFERENCE & SCHOOLS		580.00			
03012026							
00134300	LMC	03/01/2026	03/24/2026	20.00	0.00	Paid	Y
	LMC LOSS CONTROL - HR / JOANNA BROOKS	Bjohnson18					03/01/2026
	1000-1005-6510.00000	MEETING / TRAVEL EXPENSE		20.00			

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Purchase Card Vendor: 100292 U. S. BANCORP							
03012026							
00134301	HY-VEE INC	03/01/2026	03/24/2026	55.42	0.00	Paid	Y
	COUNCIL SNACKS	Bjohnson18					03/01/2026
	1000-1005-6510.00000	MEETING / TRAVEL EXPENSE		55.42			
03012026							
00134302	DOCUSIGN	03/01/2026	03/24/2026	120.00	0.00	Paid	Y
	DOCUSIGN	Bjohnson18					03/01/2026
	1000-1030-6214.00000	OPERATING SUPPLIES		120.00			
03012026							
00134303	MADDENS ON GULL LAKE	03/01/2026	03/24/2026	(204.03)	0.00	Paid	Y
	CREDIT - FOR EXTRA HOTEL CHARGE LAST MON	Bjohnson18					03/01/2026
	1000-1005-6510.00000	MEETING / TRAVEL EXPENSE		(204.03)			
03012026							
00134304	COUNTRY INN	03/01/2026	03/24/2026	243.92	0.00	Paid	Y
	HOTEL - ROBLES K9 CONFERENCE	Bjohnson18					03/01/2026
	1000-1250-6512.00000	CONFERENCE & SCHOOLS		243.92			
03012026							
00134305	SCOUTING	03/01/2026	03/24/2026	51.50	0.00	Paid	Y
	POST 3950 EXPLORERS - SISK	Bjohnson18					03/01/2026
	1000-1240-6214.00000	OPERATING SUPPLIES		51.50			
03012026							
00134306	FAA DRONE ZONE	03/01/2026	03/24/2026	5.00	0.00	Paid	Y
	DRONE LICENSE - SISK OUTDOOR DRONE 2	Bjohnson18					03/01/2026
	1000-1205-6214.00000	OPERATING SUPPLIES		5.00			
03012026							
00134307	KLASS KITCHEN & COCKTAILS	03/01/2026	03/24/2026	488.00	0.00	Paid	Y
	SOUL BOWL CATERING	Bjohnson18					03/01/2026
	1000-1030-6510.00000	MEETING / TRAVEL EXPENSE		488.00			
03012026							
00134308	SAMS CLUB	03/01/2026	03/24/2026	51.40	0.00	Paid	Y
	DESSERT & FOOD WARMERS	Bjohnson18					03/01/2026
	1000-1030-6510.00000	MEETING / TRAVEL EXPENSE		51.40			

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Purchase Card Vendor: 100292 U. S. BANCORP							
03012026							
00134309	SENSIBLE LAND USE COALITION	03/01/2026	03/24/2026	58.00	0.00	Paid	Y
	SLUC WORKSHOP	Bjohnson18					03/01/2026
	1000-1100-6512.00000	CONFERENCE & SCHOOLS		58.00			
03012026							
00134310	URBAN LAND INSTITUTE	03/01/2026	03/24/2026	75.00	0.00	Paid	Y
	ULI WORKSHOP	Bjohnson18					03/01/2026
	1000-1100-6512.00000	CONFERENCE & SCHOOLS		75.00			
03012026							
00134311	URBAN LAND INSTITUTE	03/01/2026	03/24/2026	25.00	0.00	Paid	Y
	ULI WORKSHOP	Bjohnson18					03/01/2026
	1000-1100-6512.00000	CONFERENCE & SCHOOLS		25.00			
03012026							
00134312	50 SOUTH SIXTH STREET RAMP	03/01/2026	03/24/2026	24.00	0.00	Paid	Y
	PARKING FOR WORKSHOP	Bjohnson18					03/01/2026
	1000-1100-6510.00000	MEETING / TRAVEL EXPENSE		24.00			
03012026							
00134313	SENSIBLE LAND USE COALITION	03/01/2026	03/24/2026	58.00	0.00	Paid	Y
	SLUC WORKSHOP	Bjohnson18					03/01/2026
	1000-1100-6512.00000	CONFERENCE & SCHOOLS		58.00			
03012026							
00134314	SAMS CLUB	03/01/2026	03/24/2026	99.63	0.00	Paid	Y
	LEISURE AGE PROGRAM FOOD	Bjohnson18					03/01/2026
	1000-1335-6214.00000	OPERATING SUPPLIES		99.63			
03012026							
00134315	AMAZON	03/01/2026	03/24/2026	139.98	0.00	Paid	Y
	WEB CAMS	Bjohnson18					03/01/2026
	7100-7110-6235.00000	SMALL EQUIP EXP <$5,000		139.98			
03012026							
00134316	FREEDOM AND GLORY	03/01/2026	03/24/2026	998.53	0.00	Paid	Y
	FLAG & POLES FROM TRAINING ROOMS	Bjohnson18					03/01/2026
	1000-1200-6960.00000	FURNITURE & OFFICE EQUIPMENT		998.53			

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Purchase Card Vendor: 100292 U. S. BANCORP							
03012026							
00134317	CONWAY SHIELD	03/01/2026	03/24/2026	193.54	0.00	Paid	Y
	HELMET SHIELDS	Bjohnson18					03/01/2026
	1000-1260-6216.00000	CLOTHING & PERSONAL EQUIPMENT		193.54			
03012026							
00134318	THE FIRE STORE	03/01/2026	03/24/2026	573.23	0.00	Paid	Y
	HELMET	Bjohnson18					03/01/2026
	1000-1260-6216.00000	CLOTHING & PERSONAL EQUIPMENT		573.23			
03012026							
00134336	AMAZON	03/01/2026	03/24/2026	53.89	0.00	Paid	Y
	UNDER CHAIR FLOOR MATS	Bjohnson18					03/01/2026
	1000-1200-6960.00000	FURNITURE & OFFICE EQUIPMENT		53.89			
03012026							
00134337	NEW PRAGUE ANIMAL CARE	03/01/2026	03/24/2026	486.31	0.00	Paid	Y
	K9 VET VISIT	Bjohnson18					03/01/2026
	1000-1250-6214.00000	OPERATING SUPPLIES		486.31			
03012026							
00134338	K9 POWER SUPPORT	03/01/2026	03/24/2026	134.78	0.00	Paid	Y
	K9 FOOD SUPPLEMENTS	Bjohnson18					03/01/2026
	1000-1250-6214.00000	OPERATING SUPPLIES		134.78			
03012026							
00134339	AMAZON	03/01/2026	03/24/2026	247.86	0.00	Paid	Y
	BATTERIES & COFFEE SUPPLIES	Bjohnson18					03/01/2026
	1000-1200-6214.00000	OPERATING SUPPLIES		247.86			
03012026							
00134340	DASH MEDICAL	03/01/2026	03/24/2026	418.95	0.00	Paid	Y
	MEDICAL SUPPLIES FOR SQUAD BAGS - OFFICE	Bjohnson18					03/01/2026
	1000-1205-6214.00000	OPERATING SUPPLIES		418.95			
03012026							
00134341	RAY ALLEN MANUFACTURING	03/01/2026	03/24/2026	219.37	0.00	Paid	Y
	K9 SUPPLIES - HARNESS	Bjohnson18					03/01/2026
	1000-1250-6214.00000	OPERATING SUPPLIES		219.37			

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Purchase Card Vendor: 100292 U. S. BANCORP							
03012026							
00134342	K9 STORM INC	03/01/2026	03/24/2026	387.00	0.00	Paid	Y
	K9 SUPPLIES - DOG MUZZLE & TOY	Bjohnson18					03/01/2026
	1000-1250-6214.00000 OPERATING SUPPLIES			387.00			
03012026							
00134343	WHENTOWORK INC	03/01/2026	03/24/2026	110.00	0.00	Paid	Y
	WHEN 2 WORK (W2W) STAFF SCHEDULER SOFTWA	Bjohnson18					03/01/2026
	1000-1300-6214.00000 OPERATING SUPPLIES			110.00			
03012026							
00134344	ROBBINSDALE SCHOOL DISTRICT 281	03/01/2026	03/24/2026	423.00	0.00	Paid	Y
	FACILITY RENTAL FOR BAND	Bjohnson18					03/01/2026
	1000-1380-6710.00000 RECREATION SERVICES			423.00			
03012026							
00134345	U OF M CONTINUED LEARNING	03/01/2026	03/24/2026	95.00	0.00	Paid	Y
	SUMMER TRAINING - BWBR	Bjohnson18					03/01/2026
	1000-1030-6510.00000 MEETING / TRAVEL EXPENSE			95.00			
03012026							
00134346	FORESTRY SUPPLIERS INC	03/01/2026	03/24/2026	326.48	0.00	Paid	Y
	PRUNING TOOLS	Bjohnson18					03/01/2026
	1000-1370-6214.00000 OPERATING SUPPLIES			326.48			
03012026							
00134347	AMAZON	03/01/2026	03/24/2026	38.97	0.00	Paid	Y
	STICH WITCHERY & MINI IRONS - REC/WILL C	Bjohnson18					03/01/2026
	1000-1330-6214.00000 OPERATING SUPPLIES			38.97			
03012026							
00134348	AMAZON	03/01/2026	03/24/2026	8.49	0.00	Paid	Y
	SELF SEAL #10 WINDOW ENVELOPES - CITY HA	Bjohnson18					03/01/2026
	7100-7105-6214.00000 OPERATING SUPPLIES			8.49			
03012026							
00134349	AMAZON	03/01/2026	03/24/2026	8.39	0.00	Paid	Y
	SELF SEAL NON WINDOW ENVELOPES - CITY HA	Bjohnson18					03/01/2026
	7100-7105-6214.00000 OPERATING SUPPLIES			8.39			

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Purchase Card Vendor: 100292 U. S. BANCORP							
03012026 00134350	HOLIDAY CAR WASH	03/01/2026	03/24/2026	44.00	0.00	Paid	Y
	CAR WASHES - #806, 808, 809, & 811 - EXP	Bjohnson18					03/01/2026
	7000-7010-6336.00000 OTHER CONTRACTS			44.00			
03012026 00134351	CRYSTAL CAR WASH	03/01/2026	03/24/2026	98.00	0.00	Paid	Y
	CAR WASHES - FIRE DEPT	Bjohnson18					03/01/2026
	7000-7010-6336.00000 OTHER CONTRACTS			98.00			
03012026 00134352	CRYSTAL CAR WASH	03/01/2026	03/24/2026	18.00	0.00	Paid	Y
	CAR WASHES #238 - ENGINEERING	Bjohnson18					03/01/2026
	7000-7010-6336.00000 OTHER CONTRACTS			18.00			
03012026 00134353	CRYSTAL CAR WASH	03/01/2026	03/24/2026	774.00	0.00	Paid	Y
	CAR WASHES - POLICE DEPT	Bjohnson18					03/01/2026
	7000-7010-6336.00000 OTHER CONTRACTS			774.00			
03012026 00134354	AMAZON	03/01/2026	03/24/2026	9.99	0.00	Paid	Y
	COAT RACK MOUNT - TIM SANDVIK	Bjohnson18					03/01/2026
	7100-7105-6214.00000 OPERATING SUPPLIES			9.99			
03012026 00134355	AMAZON	03/01/2026	03/24/2026	17.04	0.00	Paid	Y
	RED PENS - CH SUPPLY ROOM	Bjohnson18					03/01/2026
	7100-7105-6214.00000 OPERATING SUPPLIES			17.04			
03012026 00134356	AMAZON	03/01/2026	03/24/2026	119.98	0.00	Paid	Y
	CITY HALL - ORGANICS/COMPOST BAGS	Bjohnson18					03/01/2026
	7100-7105-6214.00000 OPERATING SUPPLIES			119.98			
03012026 00134357	AMAZON	03/01/2026	03/24/2026	19.97	0.00	Paid	Y
	SEAT CUSION - JEANEANE JONES	Bjohnson18					03/01/2026
	7100-7105-6214.00000 OPERATING SUPPLIES			19.97			

Invoice Number / Inv Ref #	Vendor / Description / GL Distribution	Invoice Date / Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted / Post Date
Purchase Card Vendor: 100292 U. S. BANCORP							
03012026							
00134358	AMAZON	03/01/2026	03/24/2026	334.29	0.00	Paid	Y
	LAMINATOR-CITY HALL SUPPLY ROOM / DEFECT	Bjohnson18					03/01/2026
	7100-7105-6214.00000 OPERATING SUPPLIES			334.29			
03012026							
00134359	HOME DEPOT	03/01/2026	03/24/2026	21.96	0.00	Paid	Y
	STEEL TRACK	Bjohnson18					03/01/2026
	7100-7115-6340.00000 REPAIR & MAINTENANCE			21.96			
03012026							
00134360	HOME DEPOT	03/01/2026	03/24/2026	81.86	0.00	Paid	Y
	PLIERS / GLOVES	Bjohnson18					03/01/2026
	7100-7115-6340.00000 REPAIR & MAINTENANCE			81.86			
03012026							
00134361	MPSTMA	03/01/2026	03/24/2026	100.00	0.00	Paid	Y
	MPSTMA SPRING WORKSHOP	Bjohnson18					03/01/2026
	1000-1500-6512.00000 CONFERENCE & SCHOOLS			100.00			
03012026							
00134362	AMAZON	03/01/2026	03/24/2026	214.69	0.00	Paid	Y
	ELEPHANT SNOT GRAFITI REMOVAL	Bjohnson18					03/01/2026
	1000-1565-6234.00000 EQUIPMENT PARTS & SUPPLIES			214.69			
03012026							
00134363	MPSTMA	03/01/2026	03/24/2026	45.00	0.00	Paid	Y
	MPSTMA SPRING WORKSHOP	Bjohnson18					03/01/2026
	1000-1500-6512.00000 CONFERENCE & SCHOOLS			45.00			
03012026							
00134364	MENARDS	03/01/2026	03/24/2026	120.28	0.00	Paid	Y
	DRILL, LACQUER, TAPE	Bjohnson18					03/01/2026
	7100-7115-6340.00000 REPAIR & MAINTENANCE			120.28			
03012026							
00134365	HEART SMART	03/01/2026	03/24/2026	83.87	0.00	Paid	Y
	AED PADS	Bjohnson18					03/01/2026
	6000-6020-6234.00000 EQUIPMENT PARTS & SUPPLIES			83.87			

Invoice Number / Inv Ref #	Vendor / Description / GL Distribution	Invoice Date / Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted / Post Date
Purchase Card Vendor: 100292 U. S. BANCORP							
03012026							
00134366	NSPE	03/01/2026	03/24/2026	299.00	0.00	Paid	Y
	NSPE MEMBERSHIP (RICHARD)	Bjohnson18					03/01/2026
	1000-1400-6514.00000	DUES & MEMBERSHIPS		299.00			
03012026							
00134367	APWA	03/01/2026	03/24/2026	21.00	0.00	Paid	Y
	NPWW POSTER	Bjohnson18					03/01/2026
	1000-1400-6516.00000	SUBSCRIPTIONS & BOOKS		21.00			
03012026							
00134368	HSEM	03/01/2026	03/24/2026	25.54	0.00	Paid	Y
	FLOC PLANT REPORTING	Bjohnson18					03/01/2026
	6200-6212-6718.00000	LICENSES TAXES & FEES		25.54			
Total Purchasing Card Vendor 100292:							
Total Purchase Card Vendor: 100292 U. S. BANCORP				18,934.84	0.00		

# of Invoices:	97	# Due: 0	Totals:	20,170.18	0.00
# of Credit Memos:	2	# Due: 0	Totals:	(1,235.34)	0.00
Net of Invoices and Credit Memos:				18,934.84	0.00

--- TOTALS BY PAYMENT CARD ACCOUNT ---

0337	560.00
0371	766.77
0517	2,259.56
1331	99.63
1568	(8.61)
2743	1,302.91
2842	1,160.00
3103	1,546.35
4364	1,948.16
4754	139.98
5111	443.00
5157	844.48
5319	240.00
5971	539.40
6142	954.48
6348	345.54
6658	300.42
6719	173.40

Invoice Number / Inv Ref #	Vendor / Description / GL Distribution	Invoice Date / Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted / Post Date
	6932			1,068.89			
	6995			998.53			
	8046			2,124.48			
	8424			667.66			
	8510			1,491.12			
--- TOTALS BY FUND ---							
	1000 GENERAL FUND			11,914.46	0.00		
	6000 WATER			1,233.21	0.00		
	6100 SANITARY SEWER			959.65	0.00		
	6200 STORM SEWER			25.54	0.00		
	6400 LIQUOR OPERATIONS			2,259.56	0.00		
	6700 DEPUTY REGISTRAR			443.00	0.00		
	7000 CENTRAL GARAGE			2,006.17	0.00		
	7100 CENTRAL SERVICES			1,124.56	0.00		
	8900 INVESTMENT CONTROL			(1,031.31)	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	1005 LEGISLATIVE			(128.61)	0.00		
	1030 ADMINISTRATIVE SERVICES			1,149.40	0.00		
	1050 FINANCIAL SERVICES			165.00	0.00		
	1100 PLANNING & ZONING			240.00	0.00		
	1200 POLICE SUPPORT SERVICES			1,473.68	0.00		
	1205 PATROL SERVICES			519.89	0.00		
	1215 EMERGENCY RESPONSE UNIT			21.97	0.00		
	1220 INVESTIGATIONS / SPECIAL SVCS			1,185.00	0.00		
	1240 POLICE EXPLORERS			51.50	0.00		
	1250 K9			1,471.38	0.00		
	1260 FIRE PREVENTION / SUPPRESSION			3,640.90	0.00		
	1300 RECREATION ADMINISTRATION			110.00	0.00		
	1330 YOUTH - CHILDREN PROGRAMS			38.97	0.00		
	1335 SENIOR PROGRAMS			99.63	0.00		
	1370 FORESTRY			326.48	0.00		
	1380 CITY BAND			423.00	0.00		
	1400 ENGINEERING SERVICES			320.00	0.00		
	1500 PARKS ADMINISTRATION			172.70	0.00		
	1565 PARKS FACILITY MAINTENANCE			214.69	0.00		
	1605 STREETSCAPE			403.39	0.00		
	1610 STREET & BOULEVARD MAINTENANCE			15.49	0.00		
	6005 WATER UTILITY ADMINISTRATION			459.17	0.00		
	6010 WATER UTILITY DISTRIBUTION SYS			485.98	0.00		
	6020 WATER UTILITY WELL & PLANT MAI			288.06	0.00		
	6110 SAN SEWER LIFT STATION MA			959.65	0.00		
	6212 STORM SEWER FLOCCULATION PLANT			25.54	0.00		
	6405 LIQUOR OPERATIONS			2,259.56	0.00		
	6705 LICENSE CENTER OPERATIONS			443.00	0.00		
	7010 CG VEHICLE MAINTENANCE			2,006.17	0.00		
	7105 CS GENERAL OFFICE			518.15	0.00		

Invoice Number / Inv Ref #	Vendor / Description / GL Distribution	Invoice Date / Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted / Post Date
	7110 CS INFORMATION TECHNOLOGY			139.98	0.00		
	7115 CS GOVERNMENT BUILDINGS			466.43	0.00		
	8900 INVESTMENT CONTROL			(1,031.31)	0.00		

ROBBINSDALE

TO:	Mayor and City Council
PREPARED BY:	Tim Sandvik, City Manager
APPROVED BY:	Tim Sandvik, City Manager
DATE:	April 21, 2026
RE:	Authorize City Manager to Execute License Agreement with Birdhouse Restaurant

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Background:

The Birdhouse restaurant has reached out to the City to request continued use of the City-owned plaza immediately adjacent to their restaurant. In recent history, as outdoor seating helped accommodate their business, the use has proven to be a good partnership.

Analysis:

In 2023, City staff worked with Council to update terms of the "Policy for use of the Downtown Plaza for Community Events Sponsored by Local Businesses and Use by Adjacent Restaurant". Policy considerations include:

- Allowing for use of the space by the Lions Club during Whiz Bang Days
- Include a monthly fee, payable to the City of Robbinsdale
- Final review includes inspection by the Building Official and Fire Marshall to ensure code, safety, and SAC/WAC (through the met Council) requirements are met
- All operations meet requirements of any associated licensure (to include liquor licensing)
- Continued observation of Limitations, Requirements, Indemnification, and Termination clauses

At the time of completing the packet item. staff is still working with Birdhouse personnel to finalize details of the License Agreement.

Recommendation:

By motion, authorize City Manager to Execute License Agreement with Birdhouse Restaurant.

Attachments:

None

ROBBINSDALE

TO:	Mayor and City Council
PREPARED BY:	Chase Peterson-Etem, Assistant City Manager
APPROVED BY:	Tim Sandvik, City Manager
DATE:	April 21, 2026
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 4/21/2026.

Attachments:

1. Licenses

LICENSE APPROVAL LIST

4/21/26

BUSINESS	TYPE	FEE
Eggroll Queen	Transient Merchant (food truck)	$25
Henry's Gyro's	Transient Merchant (food truck)	$25
Jesse Jams Fresh Tex-Mex	Transient Merchant (food truck)	$25
La Cocina	Transient Merchant (food truck)	$25
Phal's Best Steak & Gyros	Transient Merchant (food truck)	$25

MINUTES

ROLL CALL

Present: Hanelitz, Heid, Larson, Lyng, Myers, Myrfield, Pendaz-Foster, Sande
Absent: Hansen, Hart
Staff: Kayla Kirtz, Sustainability Coordinator

CONSIDERATION OF MINUTES

A. November 19, 2025 Meeting Minutes

Lyng motioned and Heid seconded to approve the November 19th, 2025 Sustainability Committee meeting minutes. The minutes were unanimously approved.

B. January 21, 2026 Meeting Minutes

Sande motioned and Myers seconded to approve the January 21st, 2026 Sustainability Committee meeting minutes. The minutes were unanimously approved.

NEW BUSINESS

A. Community Engagement Planning

Kirtz reminded the Committee about previously discussed engagement opportunities. She also shared a list of upcoming City events that the Committee might be interested in attending. The Committee identified two themes they would like to prioritize at tabling events: native plants and organics recycling. The Committee discussed tabling at the Native Plant Kit Pick Up + Compost Giveaway, Chamber of Commerce Meet & Greet, and Birdtown Boo Bash. The Committee also discussed participating in upcoming trash pick-ups. Committee members agreed that tabling during Whiz Bang Days last year was successful, but they discussed expanding their involvement in Whiz Bang to helping sort trash during the events on main street. Kirtz said that other cities have waste receptacles available to rent for events. Kirtz also said she would discuss this idea with Matt Bazyk, the City's liaison to the Whiz Bang Days Committee. The Committee discussed using tabling as a tool to receive feedback from residents about what they want to see the Committee prioritize. The Committee also discussed continuing to educate about the benefits of native plants. A native planting workshop idea was discussed and Kirtz said she would take the idea back to staff to determine feasibility. The Committee determined that they would need a tablecloth, name tags, signage explaining the benefits of organics recycling, signage explaining the benefits of native plants, seed packets, countertop compost bags, and organics recycling fridge magnets for tabling.

OLD BUSINESS

None.

INFORMATION ONLY

Kirtz said that the recent work session discussion with City Council about the City Hall native plantings project received positive feedback. Staff are awaiting grant decisions.

Kirtz informed the Committee about the upcoming city volunteer appreciation dinner scheduled for July 8th at

5:30 p.m.

Hanelitz asked for confirmation about the Dakota Prairie Composting tour. Kirtz said the tour is scheduled for April 29th and will send out more details once it is finalized.

ADJOURNMENT

Kirtz adjourned the meeting at 8:07 p.m.

Kayla Kirtz
Kayla Kirtz, Sustainability Coordinator

April 17th, 2026
Date

ROBBINSDALE

Arbor Day Proclamation

WHEREAS, Robbinsdale's forest treasures were a significant attraction to early settlers because of their usefulness and the beautiful environment they provided; and

WHEREAS, trees are an increasingly vital resource in Robbinsdale today, enriching our lives by purifying air and water, helping conserve soil and energy, reducing flooding, and providing habitat for wildlife of all kinds; and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and countless other wood products; and

WHEREAS, trees in our city increase property values, enhance the economic vitality of business areas, and enhance the quality of life in our community; and

WHEREAS, trees, wherever they are planted, are a source of warmth, beauty, and sense-of-place; and

WHEREAS, Robbinsdale has been recognized as a Tree City USA by the National Arbor Day Foundation and desires to continue its urban forestry efforts.

NOW, THEREFORE BE IT RESOLVED, that the City Council hereby declares Saturday, April 25, 2026, as Arbor Day in the City of Robbinsdale, County of Hennepin, State of Minnesota, U.S.A.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Robbinsdale to be affixed this 21st day of April 2026.

CITY OF ROBBINSDALE INCORPORATED SEAL EST. 1893 HENNEPIN CO. MINN

_____

Bradley Sutton, Mayor

ROBBINSDALE

TO:	Mayor and City Council
PREPARED BY:	Stephan Papiz, Forester/Natural Resources Specialist
APPROVED BY:	Tim Sandvik, City Manager
DATE:	April 21, 2026
RE:	Robbinsdale Forestry/Natural Resources Annual Report

Background:

The City actively administers and implements policies and programs to manage, preserve, and enhance the city's urban forest along with protection, preservation, and restoration of natural resources located within the City of Robbinsdale.

Each year, a report is given regarding the City's forests and natural resources. City Forester/Natural Resources Specialist Stephan Papiz will present the report.

Analysis:

None

Recommendation:

Motion to receive the Robbinsdale Forestry/Natural Resources Annual Report

Attachments:

1. 2026 Forestry Report Presentation

Robbinsdale 2025 Forestry Report



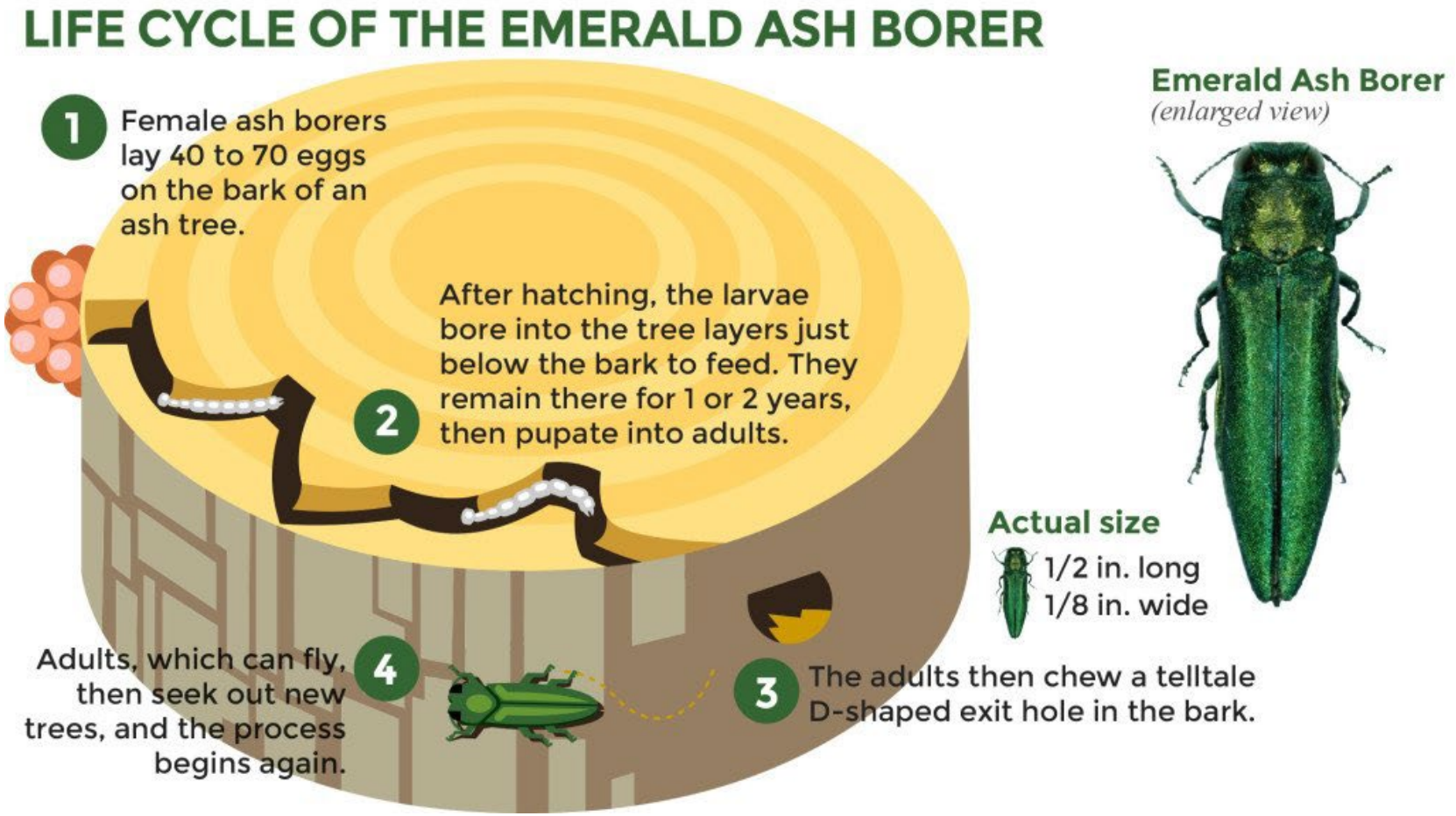
Emerald Ash Borer (EAB) Update

- *Still prime topic on most folks' minds when they hear "urban forestry"…*
- 'Discovered' in Robbinsdale in April 2018
  - Any untreated private ash trees in Robbinsdale infested
    - Many with extensive woodpecker damage
    - If >30% dieback then generally no longer treatable
    - Removal only management option
  - Treatments of public trees created a degree of "herd immunity" that lasted a few years
- Private EAB-killed ash tree management:
  - Forced removal orders sent out in conjunction with Code Enforcement staff ONLY if:
    - Tree clearly died due to EAB based on field diagnoses AND
    - Growing within ~10 feet of the right-of-way along a high traffic corridor OR
    - The long-dead tree is a direct safety hazard between neighboring properties



EAB larvae gallery

Emerald Ash Borer vs. Ash Trees Basics



Public Ash Tree Preventative Treatments

- Treat (inject) all healthy public ash trees on a 3-year rotation
- 100% effective; began in 2016
- Insecticide called TREE-äge R10 (emamectin benzoate)
- Administered by ArborJet's Quikjet-Air machine
- 142 ash trees injected in 2025
  - Average diameter: 21.8", smallest 10", largest 42"
  - Only skipped 2 trees in severe decline (unrelated to EAB)
  - All city ash trees marked with round blue aluminum tag
    - Stamped with "RF" (Robbinsdale Forestry) and a number…
    - Refers to last year treated (i.e. "25", "24", etc.)
- Will inject up to 207 healthy ash trees in 2026



Late-stage EAB larvae galleries



Quikjet-Air injection machine



Pruning Operations

Zone-Based Structural Public Tree Pruning

- Regular structural rotational pruning of public street/right of way/park trees
  - Robbinsdale divided into 6 pruning zones
  - Goal - prune every tree in the assigned zone during tree dormancy
- 2025: Extensive pruning in March & April
- Almost finished up Zone 5 before being notified of a specific grant award
- Pruned in far north section of Zone 1 this past winter
  - Will finish Zone 5 later this year & Resume Zone 1
  - Pending funding award from DNR ReLeaf Grant
- Work performed within current ANSI A300 Pruning Standards
- "Full Prune" on all trees…not just clearance or "crown cleaning"
- Emphasize rope & saddle climbing to access entire canopy
- Normally a crew of 2 climbers & 1 ground worker, no chipper
- Pruning notification letters mailed in advance to residences adjacent to tree(s)

Tree Pruning Nitty Gritty: Goals & Objectives

- Primary objectives:
  - Clearance over streets & sidewalks (10' pedestrian & 16'-20' vehicle)
  - Hazard mitigation/risk reduction
    - Practical removal of all accessible deadwood >2" in diameter
    - Removal of defective/cracked/damaged or broken limbs
  - Crown cleaning – larger rubbing limbs & old branch stub removal
  - Selection/favoring of a single dominant center leader (when practical)
    - Subordination of any/all codominant leaders
    - Accomplished through "reduction" cuts (remove larger of 2 stems at a union)



- Specifications to accomplish pruning objectives:
  - Majority of cuts reduction in nature
  - Shorten (reduce) instead of remove long lateral limbs to avoid "lion tailing"
  - No cuts larger than 3" in diameter
  - Heavy pruning dose on competing (upright) leaders
  - Minimal pruning dose on agreed-upon central leader



- Less 'routine' tree storm damage observed due to intensive structural pruning since 2016!

Tree Pruning & Removal Contracts

- Separate contracts due to different goals & technical standards
- Pruning & also Brush Hauling:
  - Currently Bratt Tree Company
    - Hourly time & materials-based approach
    - Each tree is different & work is hard to quantify
    - Contract extended through 2027 per agreement between both the City and Bratt
  - Occasionally use Blue Ribbon Pruning for smaller deadwood removal jobs
- Tree & Stump Removal:
  - Currently Precision Landscape & Tree
    - Unit-cost based work based on tree diameter classes
    - Current contract runs through 2026



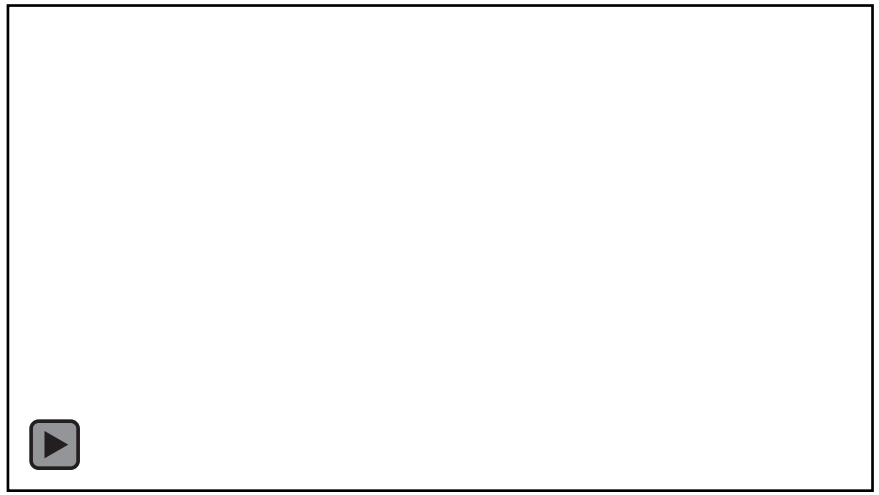


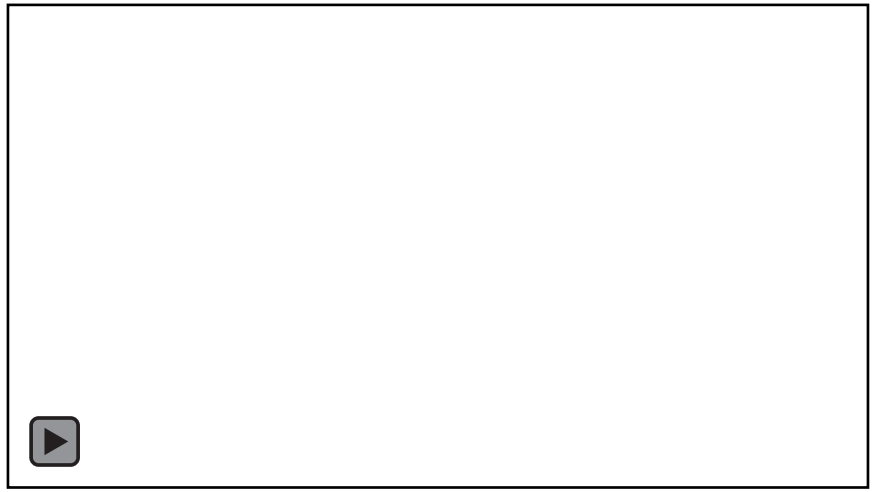




Native Prairie/Raingarden Plant Management Activities

- Annual coordination w/ Prairie Restorations Inc. to manage prairies, raingardens & other native plantings
- 2026 Spring activities (all completed):
  - Prescribed burns
    - 3 of 4 parks w/ prairie areas -> Humphrey, Sochacki & Mielke
    - All public raingardens, Lakeview Detention Ponds, & the prairie strip along Railroad Ave north of Triangle Park
  - Dormant mows
    - Hollingsworth Park
    - Manor Park Splash Pad
- Integrated Plant Management visits
  - 3 visits per season: spot herbicide treatments & hand weeding
  - Growing season control of exotic/invasive species
- Awarded Conservation Partners Legacy Grant from MN-DNR in 2025
  - Generous $50,000 award
  - Funding for spring burns/mows & IPM site visits through 30 June 2028





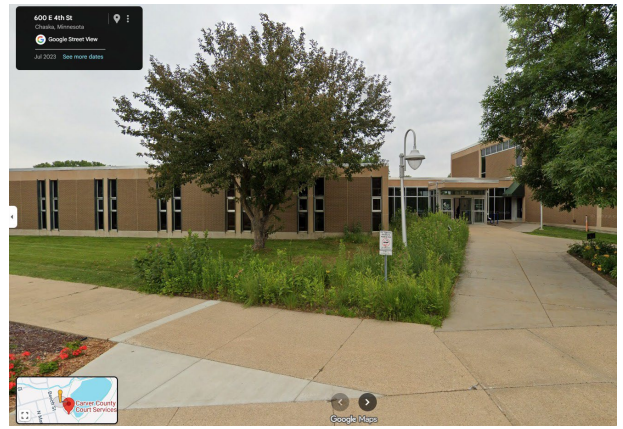
Sochacki Park Remnant Prairie Burns

City Hall Turf to Native Landscape Conversion Project

- Proposed project to convert turfgrass at City Hall to native landscaping
- Initially suggested by Robbinsdale's Sustainability Committee
- More beneficial, lower maintenance & pollinator/wildlife-friendly habitat
- Detailed conversations with Prairie Restorations Inc.:
  - Species design across multiple areas
  - Implementation feasibility in high use location
  - Plant establishment & maintenance timelines
- Applied for DNR Conservation Partners Legacy (CPL) Grant (ECP Round 4)
- On hold for now since…
  - Notified last week we were not selected for the grant
  - Would have included installation & first 3 years of maintenance
  - ECP Grant subcategory has 5 rounds
    - Currently entertaining option to applying for Round 5 by 11 May
    - Tweaks to application per DNR feedback to improve funding chances



Big bluestem inflorescence



Carver County Gov't Center Native Landscaping

Noxious Weeds & Invasive Species Control

- Small stand of Japanese knotweed in NW corner of Humphrey Park
  - Highly aggressive plant
  - Cut, removed & stems treated in September 2025
  - Revisit this summer

- Buckthorn – Control assistance from County Sentence to Serve (STS) Crew
  - Ongoing long-term eradication in LVT & South Halifax & Sochacki Parks
  - Planted ~1200 tree seedlings in buckthorn-removed areas of Sochacki
    - ~20 different woodland understory tree & shrub species such as elderberry, ironwood, red oak, etc.
    - Labor & seedlings provided by Hennepin County
  - Utilized rented forestry drum mulcher machine late winter 2026 to eliminate buckthorn in selected locations

- Garlic mustard
  - Herbaceous biennial, takes over woodland understories
  - Primarily present in Sochacki Park
  - Management is to pull 2nd year plants before setting seed prior to mid-June
  - Multiple years of thorough pulling have exhausted the seed source



Forestry mulcher vs. buckthorn



Advanced garlic mustard infestation

2025 Shade Tree Disease & Insect Control

- Scout for Dutch elm disease (DED) and oak wilt
- 4 private elm trees and 1 public elm tree diagnosed in 2025
  - 3 of the 4 private elms removed proactively by property owner and were over 30" in diameter
  - Single forced removal of large private front yard elm
- Oak wilt
  - Primarily moves underground between infected trees
  - No new finds in 2025
- Two-lined Chestnut Borer (2LCB)
  - Native insect that attacks stressed oak trees
  - Can be controlled with same insecticide used for ash injections (emamectin benzoate)
  - Provides 2 years of control
  - Did not treat any public oaks in 2025, may reinject 2023/2024 treated oaks in 2026 following annual ash injections



Large elm that sadly succumbed to DED



Private forced removal of diseased DED



Tip dieback on mature bur oaks

Gravelbed Nursery Bareroot Tree Planting

- Utilize our Gravelbed Nursery for new tree planting
- Bed of irrigated pea gravel ~15" deep, 14' wide & 48-60' long
  - Temporary storage of bareroot trees
  - Bareroot stock costs fraction of traditional container or B&B trees
  - Allows for staggered "non-frantic" bareroot tree planting
  - Results in large fibrous root production on many species
  - Easy to plant solo AND at the correct depth
  - New trees delivered & installed in gravel late May/early June
- Planted out 104 trees last fall
- Diversity of 25+ different species/cultivars
- NO more maples!...Overplanted in landscape, very susceptible to drought
- Ongoing reforestation plan:
  - Continue planting in any open boulevards & rights of ways
  - Replace all recently removed trees
  - Reforestation following street reconstruction projects
  - Repopulate gaps in street tree canopy where diseased elms or other trees once grew but were never replanted



Spring preparation for new trees



Fibrous root system after ~4 months in gravel

Tree Trust Tree Sale

- Tree Trust specializes in Metro Area-wide community tree sales
- Held since Fall 2023
- Goal is to foster & encourage private tree replacement:
  - Long-removed elms that perished from Dutch elm disease
  - Recent ash removals due to EAB
  - Other trees that have died (drought, girdling roots, etc.)
- Sold 71 trees in 2025 (49 in spring, 22 in fall)
- Up to 100 available & 9 different species
- Maples not offered
  - Best to avoid due to past overplanting
  - Consider oaks or other species like coffeetree/river birch
- Local pickup location: Public Works, two separate dates/times
  - Easily transportable & easy to handle #10 container sizes
  - Affordable: $50 each
  - Each tree comes with a bag of mulch





Tree Sale staging

Minnesota Native Landscapes (MNL) Native Plant Kit Sale



Native plants grown by MNL!

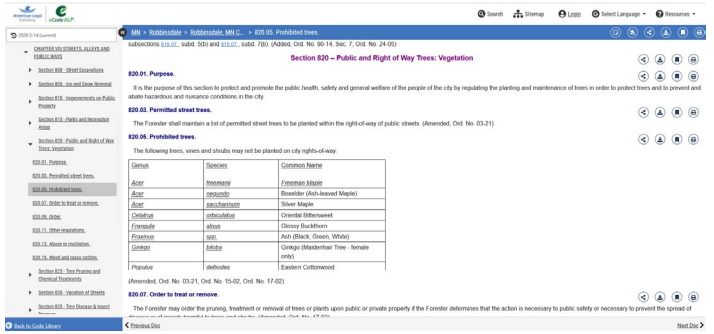


Sale pickup staging

- Part of MNL's Community Habitat Partnership initiative
  - Up to 10 other local cities now participate in this program
  - Only hard cost to City is plant delivery
- Inaugural program in 2025 highly popular - sold 267 kits
  - Impetus to encourage greater use of native plants in private landscapes
  - Provide local pickup option since most nurseries are on outskirts of Metro
- Kit of 36 live native plants comprised of 6 different species
- Offering 7 different landscape plant kit themes this year:
  - *Backyard Prairie, Short & Tidy, Part-Shade Garden, Rain Garden, Songbird Special, Shoreline Stabilization and Prairie Grass*
- No purchase limit; can mix & match themes
- Each kit costs $60 (same price as 2025)
- Pickup Saturday May 16th from 8am-noon at Lee Park

City Code Changes & Updates

- Working with Community Development & Engineering on making updates to the City Code pertaining to Forestry
  - Renewed & updated older language (Sections 820, 825 & 835)
  - Clarified "prohibited" trees, abatements & other items
  - First major update since 2017



City Code Screenshot

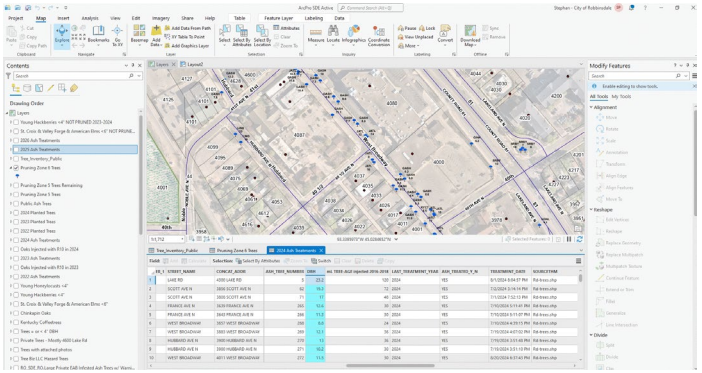
- Worked with Community Development & Engineering on additions to City Code expanding language pertaining to native plants in private landscapes
  - Sections 425 & 820
  - Added definitions & minimum maintenance standards
  - Includes allowance for Bee-friendly lawns & landscapes
  - Differentiates long grass from native plantings
  - References 2023 state statute allowing for maintained native landscapes in charter cities
  - Provides better authority to Code Enforcement to…
    - Manage/enforce standards to overgrown properties attempting to hide under the banner of a "native planting"



Big bluestem & purple prairie clover!

GIS-based Tree & Plant Inventories

- Professionally completed geographical inventory of all public trees
- Partial update this Spring of park trees by our GreenCorps Member
- Editable in the field using app called "Field Maps"
- Public view-only inventory available from the forestry webpage
  - Inventory is "live"…meaning linked to actual editable server version
  - Updates immediately synced with the public view-only version
- Also maintain in-house inventory of known private native prairie plantings
  - Not shared with public; Code Enforcement reference



Screenshot of ArcGIS Pro screen

County Road 81 Native Landscape Medians

- Planting project by County; handed over to the City on 1 July 2022
  - Little bluestem (dry site prairie grass) throughout center medians
  - Ornamental plants in median noses
- Maintained by Minnesota Native Landscapes (MNL)
  - Work coordinated with Crystal & Brooklyn Park
  - Public Works provides rolling traffic control
- Annual tasks involve spring cleanup, dormant mowing & 3 separate Integrated Plant Management visits (spot herbicides & weeding)



Little bluestem in fall

Tree City USA, Annual Arbor Day Celebration & Adopt-a-Park Program

- Tree City USA
  - 2025 = 47th year Robbinsdale earned distinction from Arbor Day Foundation

- Saturday April 25th: Annual Arbor Day celebration
  - Location: Manor Park (2015 = last year Arbor Day was at Manor)
  - 40+ free tree seedlings to be given away
  - Forestry, Water Resources & Recreation information handouts available
  - Popular interactive "Magic is in the Roots" display onsite for event
    - Custom built by Engineering Staff!
    - Shows length of roots of native plants compared to turfgrass

- Adopt-a-Park Groups – Co-managed between Forestry & Recreation
  - Annual renewal information sent out to all 16 groups in March
  - Groups asked to undertake 3 pickups a year
  - Free clean-up supplies offered for those interested
  - Trash grabbers available for rent
  - Simple online form provided for reporting trash pick-up events



The Magic is in the Roots display



2025 Arbor Day Celebration

Questions?



Stephan Papiz
Forester/Natural Resources Specialist

spapiz@robbinsdalemn.gov; 763-531-1273

ROBBINSDALE

TO:	Mayor and City Council
PREPARED BY:	Tim Sandvik, City Manager
APPROVED BY:	Tim Sandvik, City Manager
DATE:	April 21, 2026
RE:	Adopt 2026 Goals and Top Priorities

Background:

For the past number of years, the City Council has supported different versions of Goal Setting sessions in different capacities.

Analysis:

In late February, the City Council and staff leadership convened for an annul Goals and Top Priorities session. This included more than four hours of conversation reflecting on the past year, and level-setting for the next 12 months. At the April Work Session, Council reviewed the draft Goals sheet, and with one minor adjustment, moved forward for formal approval at the April 21st City Council meeting.

Recommendation:

Discuss, and motion to adopt the 2026 Top Priority Goals

Attachments:

1. 2026 Goals DRAFT

City of Robbinsdale
4100 Lakeview Avenue North
Robbinsdale, MN 55422
763-537-4534
www.robbinsdalemn.gov

ROBBINSDALE

Top Priority Goals

- Coordinate Downtown Programming
    - Examples include moving the Tree Lighting and the Santa Parade downtown to celebrate Small Business Saturday
- Identify a funding strategy for the Public Works Building, including evaluation of options such as a local option sales tax.
- Implement the staffing study and achieve identified outcomes.
- Create programs that strengthen relationships between public safety and the community.
- Advance a Downtown Revitalization Initiative and support community events through hosting and partnership.
- Prepare City resources and tools to respond effectively to development opportunities.
- Promote resident safety and clarity related to federal immigration enforcement through policy, training, public messaging, and accessible multilingual information.
- Host Town Hall meetings to support civic engagement and public dialogue.

Opportunity Goals

- Conduct a feasibility study on the Middle School property for redevelopment.
- Enhance the Welcome Experience packet and related outreach.
- Recognize, embrace, and honor Robbinsdale's history while also embracing new realities.
- Implement strategies and make financial decisions that support accomplishment of the 2026 goals program.

DRAFT

ROBBINSDALE

TO:	Mayor and City Council
PREPARED BY:	Tim Sandvik, City Manager
APPROVED BY:	Tim Sandvik, City Manager
DATE:	April 21, 2026
RE:	Authorize Staff to Issue RFP for Cleaning Services

Background:

From time to time, staff solicit bids for professional services for City operations.

Analysis:

It has been some years since the last formal solicitation for Cleaning Services, and staff is requesting authorization to formally issue a request for bids for Cleaning Services at City Hall, Public Safety, and the Public Works Facility.

An attached DRAFT of the Request for Proposals (RFP) is attached - some minor tweaks may be made, but highlights include the schedule for the RFP, process requirements, and potential execution of a new contract would happen later this summer. Staff have created an internal committee to review submissions, and the process will be lead by the Assistant City Manager and the Admin Support - City Services.

Recommendation:

Authorize Staff to Issue RFP for Cleaning Services for the City of Robbinsdale.

Attachments:

1. Cleaning RFP - DRAFT

Request for Proposals

Custodial Services for Cleaning City Buildings
For The City of Robbinsdale, MN

Due: 12:00 P.M., Friday, May 29, 2026

Contact Information:
Chase Peterson-Etem
Cpeterson-etem@robbinsdalemn.gov
763-531-1253

City of Robbinsdale
4100 Lakeview Ave, N
Robbinsdale, MN 55422

CITY OF ROBBINSDALE
REQUEST FOR PROPOSALS - CUSTODIAL SERVICES
CITY BUILDINGS

I. INTRODUCTION

The City of Robbinsdale is seeking proposals for custodial services for its City Hall, Public Safety and Public Works buildings. Professional custodial service vendors are requested to submit proposals to the City for consideration. The proposal must contain a statement of qualifications, document experience in similar settings, discuss staff qualifications and training, and propose a schedule of service.

The City of Robbinsdale staff will review and evaluate all proposals, and may request additional information, clarification, or presentations. Vendor's should provide specific and pertinent information and submit all information requested.

II. SUMMARY OF SERVICES & CONTRACT

Custodial services are required for three buildings. The scope of services include daily vacuuming, trash and recycling removal, and restroom cleaning; weekly cleaning and dusting; periodic floor waxing and deep cleaning. A detailed list of tasks and frequency is attached for each building.
The building locations are:

- City Hall – 4100 Lakeview Ave. North
- Police & Fire Station – 4101 Hubbard Ave N.
- Public Works Facility – 4601 Toledo Ave N.

A. Responsibilities

- The selected Vendor will provide all equipment and cleaning products necessary to satisfactorily complete the scope of work. The cost of labor, supplies, materials and equipment are to be included in the proposal.
- The City will provide disposable/consumable items including paper towels, toilet paper, soap, and liners for the Vendor to place and restock in the City facilities. The Vendor will refill containers and fixtures daily.
- Vendor to provide with the proposal: 1) list of equipment to be used 2) list of chemicals and materials to be used 3) Proposed cleaning schedule for each building

B. Vendor Team

- Vendors will complete appropriate background checks on its employees.
- Vendor's employees assigned to clean the Public Safety Building will be subject to additional background checks and requirements set by the Police Department.
- Vendor's staff will wear any required ID badges and uniforms.

C. Frequency of Cleaning

- General cleaning services are to be completed per attached schedules, mostly daily, Monday through Friday.

- Cleaning must coordinate with City meetings and events. City will work with vendor to finalize schedules.
- Hours of cleaning will be as follows:
    - City Hall — After 4:30 PM, 5 days per week
    - Public Safety — Portions must be completed before 4:30 PM, 5 Days per week
    - Public Works — After 3:30, 2 days per week

- City of Robbinsdale Holidays
  City of Robbinsdale observes the following holidays. Contractors are still allowed to clean on these days and/or rearrange their schedule during these weeks to meet cleaning frequencies per facility.

  New Year's Day
  Martin Luther King Jr. Day
  President's Day
  Memorial Day
  Juneteenth
  Independence Day
  Labor Day
  Veteran's Day
  Thanksgiving Day
  Day after Thanksgiving Day
  Christmas Eve
  Christmas Day

D. Contract Term
- The sample contract form is attached.
- The term of the contract will be for one year, with the option of three (3) annual renewals.
- City shall pay vendor monthly for services within 29 days of receipt of invoice.
- Cleaning task are subject to modification upon agreement of City and Vendor.

E. Special Items
- The City may want additional cleaning done periodically and contracted for outside of this agreement and may include carpet shampoo, strip and reseal floors, lobby, and window cleaning.

F. Insurance
Vendor shall provide a certificate of insurance as follows:
- General Liability in a minimum amount of $1,000,000 per occurrence; $2,000,000 annual aggregate.
- Automobile Damage Liability, $1,000,000 per occurrence
- Worker's Compensation statutory coverage
- Dishonest acts coverage

III. TIMELINE

A. Key dates

Item	Date
Request for proposal issued	May 1, 2026
Pre-Proposal Conference/Site Visit	Friday, May 22nd
Due date for proposals	May 29, 2026 – 12:00 PM
Anticipated Council Approval	Late June/Early July 2026
Contract Execution	July 2026

B. Pre-Proposal Conference/Site Visit

A non-mandatory pre-proposal conference and site inspection will be held at 11:00 A.M. on Thursday, May 22, 2026 beginning in the Robbinsdale City Hall Council Chambers, 4100 Lakeview Ave N, Robbinsdale MN. The pre-proposal site inspection will allow Vendors an opportunity to familiarize themselves with all conditions that may affect the performance and cost of the Contract. Failure to familiarize oneself with the buildings and all conditions will not relieve the Vendor of their responsibilities under the contract nor constitute a basis for subsequent contract adjustment.

IV. RFP DOCUMENTS

- RFP
- Cleaning Schedules for each building and floor plans - Appendix A
- Sample contract form - Appendix B
- Proposal Form – Appendix C

V. PROPOSAL SUBMITTAL REQUIREMENTS

Each Vendor shall submit three (3) printed copies of the Proposal by 12:00 PM on May 29, 2026. Proposals shall be delivered in a sealed envelope to:

Chase Peterson-Etem, Asst City Manager
City of Robbinsdale
4100 Lakeview Ave N
Robbinsdale, MN 55422

The outside of the Proposal package should be clearly marked "**City of Robbinsdale, MN Proposal for Custodial Services**" Late proposal will not be considered and will be returned unopened to the Vendor.

Vendors interested in consideration will include the following information in its proposal submittal:

- Qualification Statement
  - Summary of the firm, its organizational structure and services offered
  - Summary of experience providing requested services
  - List of similar, current clients
  - Description of staff training program
  - Information on the proposed team, including team members' qualifications and experience
- List of equipment
- List of chemicals and materials
- Proposed cleaning schedule
- Billing Rates
- Completed and signed Proposal Form (attached)

APPENDIX A
Cleaning Schedules

Robbinsdale City Hall					
General Office Area, Break Room, and Council Chambers		Nightly (5x)	Semi-Weekly	Weekly	Monthly
a.	All trash and recycling receptacles emptied and removed to designated collection points (liners furnished by client)	x			
b.	Vacuum traffic patterns	x			
c.	Clean, sanitize, and polish drinking fountain(s)	x			
d.	Thoroughly dust all horizontal surfaces; including desktops, files, windowsills, chairs, tables, pictures, and all manner of furnishings			x	
e.	Damp wipe all horizontal surfaces to remove coffee rings and spillage as needed		x		
f.	Dust mop hard surface floors with a treated dust mop	x			
g.	Damp mop hard surface floors to remove any spillage from soiled areas	x			
h.	Damp wipe entrance metal and fingerprints on entrance glass	x			
i.	Spot clean partition glass	x			
j.	Use an industry standard disinfectant for proper sanitation	x			
k.	Dust all vertical surfaces of desks, file cabinets, chairs, tables, and other office furniture			x	
l.	Thoroughly vacuum all carpeting, taking care to get into corners, along edges, and beneath furniture		x		
m.	Damp mop hard surface floors, taking care to get into corners, along edges, and beneath furniture		x		
n.	Accomplish all high dusting not reached in the above mentioned cleaning				x
o.	Remove fingerprints and marks from around light switches and doorframes				x
p.	Vacuum all upholstered furniture				x
r.	Wipe down all counters, tables, and door knobs with a disinfectant			x	

Restrooms		Nightly (5x)	Semi-Weekly	Weekly	Monthly
a.	Stock towels, toilet tissue, and hand soap (all to be furnished by client	x			
b.	Empty sanitary napkin receptacles and wipe with disinfectant	x			
c.	Empty trash receptacles and wipe with disinfectant if needed	x			
d.	Clean and polish mirrors	x			
e.	Wipe towel cabinet covers with disinfectant	x			
f.	Clean and sanitize partitions and doors	x			
g.	Clean and sanitize toilets and urinals inside and outside; polish bright work	x			
h.	Clean and sanitize toilet seats on both sides with a disinfectant	x			
i	Scour and sanitize all basins; polish bright work	x			
j.	Dust partitions, tops of mirrors and frames			x	
k.	Remove splash marks from walls around basins, toilets, and urinals	x			
l.	Sweep, mop, and rinse restroom floors with a disinfectant	x			
m.	Dust ceiling vents	x			
Lobby Area		Nightly (5x)	Semi-Weekly	Weekly	Monthly
a.	All trash and recycling receptacles emptied and removed to designated collection points (liners furnished by client)	x			
b.	Sweep hard surface flooring	x			
c.	Damp mop hard surface flooring to remove any spillage from soiled areas	x			

Robbinsdale Public Works Building					
Offices, Mechanic's Office, and Break Room		Nightly (5x)	Semi-Weekly	Weekly	Monthly
a.	All trash and recycling receptacles emptied and removed to designated collection points (liners furnished by client)		x		
b.	Vacuum all mats		x		
c.	Clean, sanitize, and polish drinking fountain(s)		x		

d.	Thoroughly dust all horizontal surfaces; including desktops, files, windowsills, chairs, tables, pictures, and all manner of furnishings		x		
e.	Damp wipe all horizontal surfaces to remove coffee rings and spillage as needed		x		
f.	Dust mop hard surface floors with a treated dust mop		x		
g.	Damp mop hard surface floors to remove any spillage from soiled areas		x		
h.	Damp wipe entrance metal and fingerprints on entrance glass		x		
i.	Spot clean partition glass		x		
k.	Dust all vertical surfaces of desks, file cabinets, chairs, tables, and other office furniture			x	
l.	Thoroughly vacuum all carpeting, taking care to get into corners, along edges, and beneath furniture			x	
m.	Damp mop hard surface floors, taking care to get into corners, along edges, and beneath furniture			x	
n.	Accomplish all high dusting not reached in the above mentioned cleaning				x
o.	Remove fingerprints and marks from around light switches and doorframes				x
p.	Vacuum all upholstered furniture				x
q.	Damp wipe telephones using a disinfectant				x
r.	Wipe down all counters, tables, and door knobs with a disinfectant			x	
Restrooms		Nightly (5x)	Semi-Weekly	Weekly	Monthly
a.	Stock towels, toilet tissue, and hand soap (all to be furnished by client		x		
b.	Empty sanitary napkin receptacles and wipe with disinfectant		x		
c.	Empty trash receptacles and wipe with disinfectants if needed		x		
d.	Clean and polish mirrors		x		
e.	Wipe towel cabinet covers with disinfectant		x		
f.	Clean and sanitize partitions and doors		x		
g.	Clean and sanitize toilets and urinals inside and outside; polish bright work		x		
h.	Clean and sanitize toilet seats on both sides with a disinfectant		x		
i.	Scour and sanitize all basins; polish bright work		x		

j.	Dust partitions, tops of mirrors and frames		x		
k.	Remove splash marks from walls around basins, toilets, and urinals		x		
l.	Sweep, mop, and rinse restroom floors with a disinfectant		x		
m.	Dust ceiling vents			x	
n.	Dust tops of lockers			X	
p.	Clean Bradley sink		x		

Robbinsdale Public Safety Building					
Police Department (PD) Areas		Nightly (5x)	Semi-Weekly	Weekly	Monthly
a.	Cleaning in all PD private offices and front office to be completed daily, M-F, by 4:30 p.m.	x			
a.	PD Areas include all entries, Exercise Room, stairs, stairwells, Police Kitchen, Lounge, Lobby, Upstairs Training Room, Lower Level Training room, upper level hallways, and garage area	x			
a.	All trash and recycling receptacles emptied including trash can outside back door entrance, and removed to designated collection points (liners furnished by client)	x			
b.	Vacuum traffic patterns	x			
c.	Clean, sanitize, and polish drinking fountain(s)	x			
d.	Thoroughly dust all horizontal surfaces; including desktops, files, windowsills, chairs, tables, pictures, and all manner of furnishings	x			
e.	Damp wipe all horizontal surfaces to remove coffee rings and spillage as needed	x			
f.	Dust mop hard surface floors with a treated dust mop	x			
g.	Damp mop hard surface floors to remove any spillage from soiled areas	x			
h.	Damp wipe entrance metal and fingerprints on entrance glass	x			
i.	Spot clean partition glass	x			
j.	Use an industry standard disinfectant for proper sanitation	x			
k.	Dust all vertical surfaces of desks, file cabinets, chairs, tables, and other office furniture			x	

l.	Thoroughly vacuum all carpeting, taking care to get into corners, along edges, and beneath furniture			x	
m.	Damp mop hard surface floors, taking care to get into corners, along edges, and beneath furniture			x	
n.	Accomplish all high dusting not reached in the above mentioned cleaning				x
o.	Remove fingerprints and marks from around light switches and doorframes				x
p.	Vacuum all upholstered furniture				x
q.	Damp wipe telephones using a disinfectant				x
r.	Wipe down all counters, tables, and door knobs with a disinfectant			x	
t.	Sweep Police Department garage area			x	
u.	Sweep and damp mop soft floors in Exercise Room		x		
v.	Wipe down all exercise equipment in Exercise Room		x		
Fire Department Areas		Nightly (5x)	Semi-Weekly	Weekly	Monthly
	Fire Department Areas include Fire Chief's Office, Assistant Fire Chief's Office, Captain/Lieutenant Office, entry at Fire Bay, two Apparatus Rooms, area by Fire Pole lower level Community Room, second floor Locker Rooms, Fire Dorm Rooms, Exercise Room, Fire Kitchen, Lounge, stairs, stairwells, and hallways				
a.	All trash and recycling receptacles emptied and removed to designated collection points (liners furnished by client)		x		
b.	Vacuum traffic patterns		x		
c.	Clean, sanitize, and polish drinking fountain(s)		x		
d.	Thoroughly dust all horizontal surfaces; including desktops, files, windowsills, chairs, tables, pictures, and all manner of furnishings		x		
e.	Damp wipe all horizontal surfaces to remove coffee rings and spillage as needed		x		
f.	Dust mop hard surface floors with a treated dust mop		x		
g.	Damp mop hard surface floors to remove any spillage from soiled areas		x		
h.	Damp wipe entrance metal and fingerprints on entrance glass		x		
i.	Spot clean partition glass		x		

j.	Use an industry standard disinfectant for proper sanitation		x		
k.	Dust all vertical surfaces of desks, file cabinets, chairs, tables, and other office furniture			x	
l.	Thoroughly vacuum all carpenting, taking care to get into corners, along edges, and beneath furniture			x	
m.	Damp mop hard surface floors, taking care to get into corners, along edges, and beneath furniture			x	
n.	Accomplish all high dusting not reached in the above mentioned cleaning				x
o.	Remove fingerprints and marks from around light switches and doorframes				x
p.	Vacuum all upholstered furniture				x
q.	Damp wipe telephones using a disinfectant				x
r.	Wipe down all counters, tables, and door knobs with a disinfectant		x		
s.	Clean Fire Staff work offices (follow nightly specifications)			x	
t.	Sweep and damp mop soft floors in Exercise Room			x	
u.	Wipe down all exercise equipment in Exercise Room	x			
Restrooms and Locker Rooms		Nightly (5x)	Semi-Weekly	Weekly	Monthly
a.	Stock towels, toilet tissue, and hand soap (all to be furnished by client	x			
b.	Empty sanitary napkin receptacles and wipe with disinfectant	x			
c.	Empty trash receptacles and wipe with disinfectant if needed	x			
d.	Clean and polish mirrors	x			
e.	Wipe towel cabinet covers with disinfectant	x			
f.	Clean and sanitize partitions and doors	x			
g.	Clean and sanitize toilets and urinals inside and outside; polish bright work	x			
h.	Clean and sanitize toilet seats on both sides with a disinfectant	x			
i.	Scour and sanitize all basins; polish bright work	x			
j.	Dust partitions, tops of mirrors and frames	x			
k.	Remove splash marks from walls around basins, toilets, and urinals	x			

l.	Sweep, mop, and rinse restroom floors with a disinfectant	x			
m.	Dust ceiling vents			x	
n.	Clean and sanitize shower stalls and fixtures; polish bright work	x			
o.	Clean and sanitize shower partitions and doors	x			
p.	Wipe down locker tops, fronts, and sides to eliminate spots, debris, and dust			x	

APPENDIX B

SAMPLE CUSTODIAL SERVICES AGREEMENT: CITY BUILDINGS

THIS CUSTODIAL SERVICES AGREEMENT (the "Agreement") is made and entered by and between _____ ("Contractor") and the City of Robbinsdale (the "City") (collectively the "Parties" and individually a "Party").

RECITALS

WHEREAS, the City desires to engage a contractor to provide custodial services at certain City-owned locations;

WHEREAS, the City issued a Request for Proposals for Custodial Services (the "RFP"), for the purpose of soliciting proposals for the provision of custodial services at the City-owned locations;

WHEREAS, Contractor submitted a Proposal to provide custodial services; and

WHEREAS, the City wishes to retain Contractor to provide custodial services at certain City-owned locations, and Contractor is willing to undertake such responsibilities, on the terms and subject to the conditions set forth herein.

AGREEMENT

NOW, THEREFORE, the parties agree as follows:

1. Locations; Services; Access; Modification. Contractor shall provide the services described on the attached **Schedule B** (the "Services") at the locations described on the attached **Schedule A** (the "Locations"). The City may, in its sole discretion and at any time, modify the Services and the time for performance. The City shall provide Contractor with reasonable access to the Locations so that Contractor may perform its obligations under this Agreement. Contractor shall provide all equipment and cleaning products necessary to perform its obligations under this Agreement. The City shall provide certain disposable products, including paper towels, toilet paper, soap, and liners, for Contractor's use for restocking. Contractor's staff shall, if requested by the City, wear City IDs and/or uniforms while performing the Services.

2. Compensation; Billing. The City shall compensate Contractor $_____ per month for Services performed. Contractor shall submit monthly invoices to the City that describe in sufficient detail the Services rendered. Invoices ("Invoices") shall be submitted to the City Council for approval at the first City Council meeting following receipt. The City shall pay Contractor within thirty-five (35) days after each Invoice is approved.

3. Term. The initial term of this Agreement shall commence on XXX, and continue through XXX, unless earlier terminated pursuant to the provisions of this Agreement. The Parties

may extend this Agreement for up to three (3) additional one-year periods by mutual written agreement at least ninety (90) days prior to expiration of the then-current term.

4. Termination. Either Party may terminate this Agreement by giving ninety (60) days' prior written notice to the other Party. In the event of termination of this Agreement, Contractor shall cease its provision of Services and the City shall pay to Contractor all undisputed amounts due for Services provided by Contractor prior to the date of termination.

5. Ownership; Assumption of Risks. All equipment owned by Contractor and brought to the Locations shall remain the property of the Contractor. Contractor assumes all risk of loss or damage of Contractor's equipment at the Locations, including any loss or damage caused by water leakage, fire, explosion, theft, vandalism, or any other cause.

6. Independent Contractor Relationship. The City and Contractor agree that Contractor is an independent contractor and not an employee of the City. Contractor shall retain the sole and exclusive right to control the manner and means by which the Services are performed under this Agreement. Contractor shall be solely and entirely responsible for its acts and for the acts of its employees, agents, and subcontractors in connection with its provision of Services. Contractor shall be responsible for the compensation and benefits of Contractor's employees and for payment of all federal, state and local taxes payable with respect to any amounts paid to Contractor under this Agreement. No payroll or employment taxes of any kind shall be withheld or paid by the City with respect to payments to Contractor, including but not limited to, FICA, FUTA, federal and state personal income tax, state disability insurance tax and state unemployment tax. Contractor shall not be entitled to any benefits from the City, including, without limitation, insurance benefits, sick and vacation leave, workers' compensation benefits, unemployment compensation, disability, severance pay, or retirement benefits.

7. Compliance with Applicable Laws; Representations; Performance. Contractor shall comply with all applicable federal, state, and local laws, rules, regulations, codes, ordinances and orders. Contractor represents that it has in effect, and shall maintain in effect, all permits, licenses, and other authorizations necessary for its provision of the Services. Contractor is not aware of any fact or circumstance that would prevent Contractor from performing in accordance with this Agreement. Contractor represents and warrants that Contractor has the requisite training, skills, and experience necessary to provide the Services contemplated by this Agreement and that the Services will be performed using personnel, equipment, and material qualified and suitable to perform the Services requested. Contractor will perform its obligations hereunder with reasonable care and skill, in a diligent and professional manner and in accordance with accepted professional practices and industry standards.

8. Insurance. Contractor, at its expense, shall procure and maintain in force for the duration of this Agreement the following minimum insurance coverages:

a. General Liability. Contractor agrees to maintain commercial general liability insurance in a minimum amount of $1,000,000 per occurrence; $2,000,000 annual aggregate. The policy shall cover liability arising from premises, operations, products-completed operations, personal injury, advertising injury, and contractually assumed

liability. The City shall be endorsed as additional insured on all relevant insurance policies obtained by Contractor.

b. Automobile Liability. If the Contractor operates a motor vehicle in performing the Services under this Agreement, the Contractor shall maintain Commercial Automobile Liability Insurance, including owned, hired, and non-owned automobiles, with a minimum combined single liability limit of $1,000,000.

c. Workers' Compensation. Contractor agrees to provide workers' compensation insurance for all its employees in accordance with the statutory requirements of the State of Minnesota. Contractor shall also carry employers liability coverage with minimum limits are as follows: $500,000 – Bodily Injury by Disease per employee; $500,000 – Bodily Injury by Disease aggregate; and $500,000 – Bodily Injury by Accident.

d. Dishonest Acts coverage. Third party crime coverage or bond covering theft of client property in the minimum amount of $50,000 to protect the City of loss caused by dishonest acts of the Contractor's employees, or similar coverage.

Prior to commencing the Services, Contractor shall deliver to the City a Certificate of Insurance as evidence that the above coverages are in full force and effect. The insurance requirements may be met through any combination of primary and umbrella/excess insurance. Contractor's policies shall be the primary insurance to any other valid and collectible insurance available to the City with respect to any claim arising out of Contractor's performance under this Agreement. Contractor's policies and Certificate of Insurance shall contain a provision that coverage afforded under the policies shall not be cancelled without at least thirty (30) days advanced written notice to the City.

9. Indemnification. Contractor agrees to defend, indemnify and hold harmless the City, its elected officials, officers, employees and/or agents from any liability, claims, demands, suits, penalties, personal injury, judgments and/or costs of any kind whatsoever, arising out of, or in any way resulting from, the acts or omissions of Contractor, its officers, employees and agents, with respect to Contractor's provision of Services or any breach of this Agreement by Contractor. Defense of any action or proceeding shall be at the expense of the Contractor by counsel reasonably satisfactory to the City. The provisions of this **Section 9** shall survive termination of this Agreement.

10. Notices. All notices and other communications provided for in this Agreement shall be in writing and delivered in person, by electronic delivery with receipt confirmed, or deposited in the United States mail, first class postage prepaid, addressed as follows:

City of Robbinsdale:

City of Robbinsdale
4100 Lakeview Ave N
Robbinsdale, MN 55422

Contractor: _____

_____

11. **Severability.** If any provisions of this Agreement are declared invalid or unenforceable, the remainder of this Agreement shall continue in full force and effect.

12. **Entire Agreement.** This Agreement, together with the terms of the RFP, constitute the entire agreement between the Parties concerning the subject matter herein and shall replace and supersede any and all other previous oral or written agreements between the Parties on that subject matter. In the event that the terms of this Agreement conflict with the terms of the RFP, the terms of this Agreement shall control.

13. **Amendment.** This Agreement may be modified only by a written amendment signed by the Parties.

14. **Assignment.** The Parties may not transfer or assign this Agreement or any of their rights or obligations hereunder without the prior written consent of the other Party. This Agreement shall be binding upon, and shall inure to the benefit of, the Parties and their respective permitted successors and assigns.

15. **Counterparts.** This Agreement may be executed in any number of counterparts, all of which shall constitute a single Agreement.

16. **Governing Law; Forum.** This Agreement shall be governed by and interpreted in accordance with the laws of the State of Minnesota. Any action to enforce any provision of this Agreement shall be commenced in the Hennepin County District Court, Fourth Judicial District in Minnesota.

17. **Government Data/Privacy.** Contractor shall abide by the applicable provisions of the Minnesota Government Data Practices Act, Minnesota Statutes, chapter 13 (the "Act"), and all other applicable state or federal rules, regulations, or orders pertaining to privacy or confidentiality. Contractor understands that all of the data created, collected, received, stored, used, maintained, or disseminated by Contractor in performing those functions that the City would perform is subject to the requirements of the Act, and Contractor must comply with those requirements as if it were a government entity. This does not create a duty on the part of Contractor to provide the public with access to public data if the public data is available from the City, except as required by the terms of this Agreement.

18. **Nondiscrimination.** In the hiring of employees to perform work under this Agreement, Contractor shall not discriminate against any person by reason of any characteristic or classification protected by state or federal law.

19. **Waiver.** The waiver by either Party of any breach or failure to comply with any provision of this Agreement by the other Party shall not be construed as or constitute a continuing waiver of such provision or a waiver of any other breach of or failure to comply with any other provision of this Agreement.

20. **Background Checks.** Background checks for all employees in the city buildings need to be completed prior to starting work in the buildings. Vendor will complete appropriate background checks on its employees assigned to the City. Vendor employees assigned to the public safety building will be subject to additional background checks and requirements of the police department.

21. **Performance and Payment Bonds.** The successful Vendor must provide separate performance bond and payment bonds if the annual contract amount exceeds $175,000. Each in the amount of 100% of the annual contract amount, to guarantee the faithful performance of the contract and the payment of all labor, mechanics, subcontractors, and material, before any project work may commence. Both bonds are to be renewed annually and shall be valid until 30 days after expiration of the contract or until any pending litigation related to the contract are resolved. The bonds shall be furnished by a corporate surety company authorized to do business in the State of Minnesota and acceptable to the City.

[*Signature Page to Follow*]

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first stated above.

CITY OF ROBBINSDALE

_____

By: **Tim Sandvik**
It's: **City Manager**

_____

By: **Brad Sutton**
It's: **Mayor**

_____[CONTRACTOR]_____

_____

By:

It's

[*Signature Page to Custodial Services Agreement between City of Robbinsdale and* _____]

SCHEDULE A

SERVICE LOCATIONS

1. City Hall – 4100 Lakeview Ave. North
2. Police & Fire Station – 4101 Hubbard Ave N.
3. Public Works Facility – 4601 Toledo Ave N.

SCHEDULE B

SERVICES

Insert detailed schedules

Appendix C
City of Robbinsdale
Proposal Form
Custodial Services

Schedule of Proposed Annual Costs

Building	Year 1 Monthly	Year 1 Annual	Year 2 Monthly	Year 2 Annual	Year 3 Monthly	Year 3 Annual	Year 4 Monthly	Year 4 Annual
City Hall								
Public Safety								
Public Works								
Total Annual Cost								

Additional Fee Schedule

Activity/Equipment	Standard Hourly Rate Year 1
Carpet Shampoo	
Strip, reseal and refinish tile floors	
Strip, reseal and refinish City Hall terrazzo floors	
Window Cleaning	

Company Name _____

Address: _____

By: _____

Title: _____

Date _____

ROBBINSDALE

TO:	Mayor and City Council
PREPARED BY:	Chase Peterson-Etem, Assistant City Manager
APPROVED BY:	Tim Sandvik, City Manager
DATE:	April 21, 2026
RE:	Voucher Requests Pending Approval for Disbursement

Background:

The check register dated 4/21/26 reflects the voucher requests pending approval for disbursement.

The check register dated 4/8/26 through 4/21/26 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 4/21/2026.

Attachments:

None