

## AGENDA

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### CITIZEN PARTICIPATION

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

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

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

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

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

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1. CITY COUNCIL MEETING CALLED TO ORDER
  2. ROLL CALL: Parisian, Wagner, Murphy, Greenberg, Mayor Blonigan
  3. MICROPHONE CHECK: Parisian, Wagner, Murphy, Greenberg, Mayor Blonigan
  4. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE CITY COUNCIL ON MATTERS NOT ON THE AGENDA
  5. APPROVAL OF THE DECEMBER 17, 2024 MEETING AGENDA
  6. CONSENT AGENDA: Pursuant to Council rules, one motion, non- debatable, will approve the recommendation noted. Any member of the Council may ask for an item to be taken from the Consent Agenda for discussion and separate action. Such items removed from the Consent Agenda shall be considered immediately following approval of the balance of the Consent Agenda:

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- A. Approve City Council Meeting minutes from September 17, 2024
  - B. Approve City Council Work Session Meeting Minutes from October 8, 2024
  - C. Robbinsdale Wine & Spirits' Monthly Financial Statements
  - D. Receive Parks, Recreation, and Forestry Commission Meeting Minutes from September 24, 2024
  - E. Deputy Registrar's Monthly Financial Statements
  - F. Recommendation for Charter Commission Reappointment
  - G. A Resolution Approving of a Change to the By-Laws of the Robbinsdale Fire Department Relief Association
  - H. Approve Adjustments for Non-Union Employees
  - I. Approval of Licenses
  - J. First reading of an ordinance amending Section 205 of the City Code Salaries of Elected Officials
  - K. First Reading of Ordinance Amendment to Section 515.07 Subdivision 4 on Conditional Uses in R-B, Allowing Private Utility Buildings
  - L. 2025 License Renewals for The Birdhouse Eat & Drink
  - M. 2025 License Renewals for Broadway Pizza/Eagles Nest Lounge
  - N. 2025 License Renewals for Hy-Vee, Inc.
  - O. 2025 License Renewals for Johnnie Mae's Lounge
  - P. 2025 License Renewals for Marna's Eatery and Lounge
  - Q. 2025 License Renewals for Nonna Rosa's
  - R. 2025 License Renewals for Nouvelle Kitchen & Brewery
  - S. 2025 Licenses for Travail Kitchen & Amusements
  - T. 2025 License Renewals for Wicked Wort Brewing Company
  - U. 2025 License Renewals for Robbinsdale Wine & Spirits
  - V. Accept Donation from Target Corp, for \$500
7. PRESENTATIONS

- A. Thank you - Council Member Murphy and Mayor Blonigan

8. PUBLIC HEARINGS

- A. Currency Exchange License Renewal - SJB Enterprises dba Your Exchange
- B. Public Hearing – Finds on Broadway – Consignment & Secondhand Goods Licenses – 4180 West Broadway
- C. Public Hearing – Fly Vintage & Vinyl, LLC – Consignment and Secondhand Goods Licenses – 3900 36<sup>th</sup> Avenue North
- D. Public Hearing – Pawn America – Pawnbroker & Secondhand Goods Licenses – 4134 West Broadway

9. OLD BUSINESS

- A. 4227 40th Ave N Violation Appeal on Zoning Code Section 410 (Banner Sign)
- B. Resolution Declaring the Desire to Rename Sanborn Park

10. NEW BUSINESS

- A. Municipal Materials Management Agreement
- B. Accept Quote for Electric Vehicle Charging Stations - Project 1020

11. OTHER BUSINESS

- A. Voucher Requests Pending Approval for Disbursement

12. ADMINISTRATIVE REPORTS

13. COUNCIL GENERAL COMMUNICATIONS

14. ADJOURNMENT

## **MINUTES**

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### **CITY COUNCIL MEETING CALLED TO ORDER**

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

### **ROLL CALL**

Present: Murphy, Greenberg, Parisian, Wagner, Blonigan

Absent:

Staff: Tim Sandvik, City Manager; Chase Peterson-Etem, City Clerk; Diaa Tahoun, Finance Director; Richard McCoy, Public Works Director/City Engineer; Heather Rand, Community Development Director

### **MICROPHONE CHECK**

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

Brenda Remus, 3614 Abbott Ave. N., wished everyone a Happy Constitution Day and read the U.S. Constitution Preamble.

Lisa Crocket, 4204 Zenith Ave N., noted she was against the Blue Line Extension, and stated she believes other communities are against it too. She hoped the Council would do as much as they can to make it as good as it can be.

### **APPROVAL OF THE SEPTEMBER 17, 2024 MEETING AGENDA**

Peterson-Etem noted the addition of the Voucher Disbursement Report for Other Business Item A.

Member Murphy MOVED, seconded by Parisian to approve the September 17, 2024, City Council agenda.

Member Wagner MOVED, seconded by Murphy to amend the motion to remove Old Business Item 9A from the agenda.

Member Wager noted several developments had come up during the past week, and he is hoping the Council can have two more weeks to see what changes were proposed by the project office.

Mayor Blonigan stated he may be okay tabling the item later but is not sure that he would want to completely remove it from the agenda.

Member Murphy asked if there was something specific that Member Wagner was looking for. Member Wagner stated he wanted staff to have more time to address the Council's concerns and this would provide that.

A roll call was taken on the amended motion.

Ayes: Wagner

Nays: Murphy, Greenberg, Parisian, Blonigan

That motion failed.

A vote was taken on the original motion. That motion passed 4-1 (Wagner).

### **CONSENT AGENDA**

Member Murphy removed Consent Item A for further discussion.

Member Parisian MOVED, seconded by Greenberg to approve the Consent Agenda. The vote was unanimous and the motion passed.

- A. Acknowledge Northwest Jaycee's Donation to Badges and Bobbers Event

Member Murphy noted he removed this item to recognize and acknowledge the donation and thanked Northwest Jaycee for their donation.

Member Murphy MOVED, seconded by Wagner to Accept Northwest Jaycee's Donation to Badges And Bobbers Event. The vote was unanimous and the motion passed.

- B. Scheduling the date for the Truth-in-Taxation Budget Meeting
- C. Approval of Geotechnical Work
- D. Approval of Licenses

### **PRESENTATIONS**

- A. 2025 Proposed General Fund budget

Sandvik introduced the item and stated the budget discussion starts in the Spring, where the Council and Staff prepare top goals and priorities. He mentioned the Council would be taking action on these items later in tonight's meeting.

Tahoun presented the Proposed 2025 General Fund Budget and highlighted several areas:

- Definitions
- 2025 Budget Features
- Quick Overview
- 2025 Budget Requests
- General Fund Revenue Highlights
- Property Tax Levies 2025
- General Fund Expenditures Highlights
- General Fund Reserves
- Tax Impact
- Conclusion

Sandvik noted the Council will take action on the budget items listed under New Business on the Agenda.

Mayor Blonigan reiterated the Council will not be able to increase the levy amount once they set the preliminary levy, but they can decrease it. Sandvik noted that was correct, and stated that it can be referred to as a not to exceed number, and the final levy would be approved in December.

Member Wagner asked about Local Government Aid (LGA) and how that is calculated. Sandvik stated there is an algorithm in state statute that calculates this. Member Wagner asked if the amount listed was an estimate. Tahoun noted that it was the actual amount that would be provided.

Member Murphy asked about the three potential new positions and asked staff to bring more information on those for the next budget discussion.

Member Greenberg noted a 12% levy increase was originally brought to the Council, but the Council asked staff to lower the preliminary levy to 10%.

## **PUBLIC HEARINGS**

### **A. Consider Applications to rename Sanborn Park**

Sandvik presented the item and noted the Human Rights Commission asked the Council if they could look into creating a Parks and Facilities Naming Policy last year, as the city did not have one in place. He stated the Council approved the policy in April 2024 and since then two Submissions to rename Sanborn Park have been received. He continued that a public hearing is required, but the Council does not have to make a decision tonight, and recommended the Council have staff create a formal resolution that can be recorded.

Member Wagner thanked all parties involved for making this policy happen.

Mayor Blonigan stated there are two applications looking to change the name of Sanborn Park. The first is to change the name to Shoreline Park and the second is to change the name to Castile Park.

Mayor Blonigan opened the public hearing.

Valerie Castile, 5638 102nd Ct. N., thanked the Council for the consideration of Castile Park and noted the work that the Philando Castile Foundation has done in the community.

Rita Fox, 4041 Perry Ave. N., noted the work that Philando Castile did during his life and asked the council to rename Sanborn Park to Castile Park. She read a letter of support which will be attached to these minutes.

Ben Hansen, 3927 Noble Ave. N., noted his support for renaming Sanborn Park to Castile Park and provided his reasoning, highlighting the work Philando Castile did in the School District.

Patrick Nailon, 5820 42nd Ave. N., noted racial covenants are exclusionary and that the Sanborn family supported racial covenants. He noted we have an opportunity to change Sanborn Park and provided his support to change it to Castile Park.

Brenda Remus, 3614 Abbott Ave. N., noted she is aware of the tragic loss of Philando Castile, but questioned the initiative of the Park Naming Policy. She noted her concern is with the process of renaming parks and that the process was flawed. She noted she was in favor of Shoreline.

Kristyn Lee, 3638 Orchard Ave. N., noted the Human Rights Commission helped create the policy and have been open and honest about wanting to name the park in honor of Philando Castile. She agreed the policy could use some more revisions and pointed out some areas.

Helen Bassett, Robbinsdale School Board, noted she didn't know that Philando Castile was from Robbinsdale and provided her support for naming the park Castile Park.

Dave Vos, 4528 Drew Ave. N., stated he supports the name Shoreline Park

Lois Silgander, 1301 Scott Ave., noted she preferred Shoreline Park.

Jonathan Hansen, 3927 Noble Ave. N., provided some information on the Sanborn Family and noted they supported racially restrictive covenants in Robbinsdale. He stated his support for Castile Park and how changing the name to Castile Park shows that an effort is being made to make Robbinsdale inclusive for all.

Courtney, 3955 Vera Cruz Ave. N., stated she didn't think Shoreline Park was the right name and stated she wanted a name that represents inclusion for all.

George Ross, 4023 Hubbard Ave. N., noted the city is diverse and didn't think race should be included when thinking about naming a park. Rather, parks could be named after people who have made a positive impact in the community.

Chris, 40th and Zenith, noted her support for Shoreline Park and was concerned about the controversy about naming parks.

Rosemarie Clark, 4261 Ewing Ave. N., noted her support for Shoreline Park and that it avoids controversy.

Sharon Newbrooks, 3823 Lake Drive, noted her support for Castile Park and that what happened to him was controversial, not him. She noted he represented joy and happiness and that is what we want.

Deborah Gillis, 4201 40th Ave. N., noted her support for Shoreline Park.

Julia Ralston Aoki, 3615 Abbott Ave. N., stated she is a member of the HRC and was part of the group who submitted the request to change the name to Castile Park. She reinforced her support for Castile Park and noted it could help to show change in the community and help to repair the past. She asked that Mayor Blonigan and Member Murphy recuse themselves from voting on the name they submitted.

Scott Schneider, 4343 France Ave. N., stated his support for Shoreline Park and noted the neighborhood has evolved.

Member Murphy MOVED, seconded by Wagner to close the public hearing. The vote was unanimous and the motion passed.

Member Wagner thanked people for their public comments and noted he supports renaming Sanborn Park to Castile Park for the reasons that were mentioned by the residents who were also in support of renaming it to Castile Park.

Member Parisian thanked community members for their remarks. She stated a concern of hers was how this could affect people who were close to Philando Castile and was glad that Valerie Castile was here and able to speak about it. She recognized the HRC and the work that was put into the policy as well as the members that spoke tonight and noted her support for renaming the park to Castile Park.

Member Murphy stated Philando Castile's legacy is very strong, but the Council isn't voting on someone's legacy. He noted he would actually be in favor of tabling this and thinks the community hasn't had enough input on the process and policy. He also mentioned everyone he has talked to realizes the name should be changed and that is not what this discussion is about.

Member Greenberg stated he has heard several people support both names that have been proposed but has also heard the process happened too quickly and not enough community input was taken into consideration. He

noted progress is being made because people do want the name to change. He stated he is not ready to vote on this tonight.

Member Blonigan reiterated the history of his efforts in changing the name of the park after learning about the Sanborn history. He noted the policy wasn't created with the name Castile Park in mind, and that Shoreline Park was the first submission. He also stated he wasn't aware of how much Philando Castile was connected to Robbinsdale, and he could see why that name was selected. He noted he would be open to renaming the park to other names and wanted to hear more from the community on this.

Sandvik noted the options the Council could take to move forward with this item.

Member Murphy and Greenberg reiterated they would prefer to bring this to a work session for further discussion.

Member Wagner MOVED, seconded by Parisian to craft a resolution changing the name of Sanborn Park to Castile Park and shall include the history of racial covenants in Robbinsdale and highlight Philando Castile's commitment to all children.

Mayor Blonigan MOVED to change the name of Sanborn Park to Harriet Tubman Park. The motion was not seconded and failed.

Mayor Blonigan said he is uncomfortable voting in favor of Castile Park tonight but could be open to it in the future and would like to know more about Philando Castile's impact on the community.

Greenberg noted he would be voting against this, not because of lack of merit, but because he wants to have more conversation and community involvement.

A roll call was taken on member Wagner's motions.

Ayes: Parisian, Wagner

Nays: Murphy, Greenberg, Blonigan.

That motion failed.

The Council asked staff if they have enough direction to move forward with what has been discussed tonight. Sandvik stated he would be comfortable with the Council's direction.

## **OLD BUSINESS**

### **A. Consider Municipal Consent for Blue Line Extension Light Rail**

Sandvik provided an overview of the item. He noted that tonight is for the Council to have a discussion and stated the Council has received a lot of feedback over the last few months and years and highlighted the public hearing that took place at the last Council meeting as well as the most recent work session discussion. He went over the process of municipal consent and stated the Council has three options for municipal consent: taking no action, which results in a yes vote, voting yes, and voting no with concerns as to why. He highlighted major areas of discussion the Council has had in past meetings and that a "no" draft resolution had been crafted. He noted that on Friday, September 13, 2024, the project office provided an additional letter addressing some of the concerns that were included in the "no" draft resolution. He stated October 10, 2024, is the deadline to reply and that the Council could table this item, but it is non-debatable, and they must be certain before they make that motion.

Member Wagner asked about tabling versus suspension of this item and stated he is open to pushing this item back to the first meeting in October. He noted he is in alignment with what the project office provided but would want other Council members to have the additional time to discuss.

Member Parisian noted the Council has been a part of many discussions and heard a lot of community input and thanked everyone for their involvement. She mentioned this is a milestone in the project and that municipal consent has been discussed a lot. She noted municipal consent is not whether we want the project to happen or not, nor is it a means to polarize support for or against light rail. She also noted the Council and staff have done a great job in outlining project feedback under the shared goal of safety and accessibility. She stated she wants the project to be a success and has supported anti-displacement funding and will continue to advocate for Robbinsdale. She stated Robbinsdale deserves the very best from this project, including environmental sustainability, equitable access to transportation, and economic growth. Parisian mentioned this is a collaborative effort, and it's vital to maintain a positive long-term partnership, noting she does not want Robbinsdale to be sidelined. She noted that due to the new information that was provided, she does not think it's responsible to support the current draft resolution in its current form. She noted she would prefer to table the vote and work with the Council and Staff to see what can be done in the next couple of weeks.

Member Murphy noted he cares about the residents and business owners and is thinking about what is in their best interest for this project. He mentioned his support for mass transit, but noted ridership was down and this might be the time to rethink what is necessary. He questioned the alignment of the current route and wanted to make sure the region is considered as well. He noted this is still early in the project and this vote doesn't mean it's the end, and he encouraged continued engagement in the community. He also noted he would be comfortable voting tonight.

Member Greenberg noted he did a lot of door knocking and talking with residents while campaigning and noted that no matter if folks were for or against the project, they all had concerns as to how this could impact Robbinsdale. He noted he appreciates the project office working with the Council and staff, and the new information from the project office does address some of the concerns that were brought up. He noted those commitments from the project office were vague and needed more detail. He stated a "no" vote on municipal consent doesn't necessarily mean they don't want the project to happen, but that there are concerns. He stated based on the three options for municipal consent, in order to provide conditions or concerns, the Council would have to vote no.

Mayor Blonigan noted he supported the old alignment as well but understands that it is no longer a possibility. He noted the Council has heard from a lot of people that are opposed to the project but wondered about the people that may be for the project, but haven't been heard from, like people who rent housing. He noted light rail could improve access for many who don't own cars, as well as be environmentally positive. He noted the new route is good for Minneapolis as it puts the rails where the people are but feels as though Robbinsdale isn't being considered by the project office as much. He stated he feels the other cities will approve of this and doesn't want to vote no, but it could be the only way we get what we are asking for. He stated his concerns for safety, but noted the Hennepin County Board will vote yes to this, and he believes this project will move forward no matter what Robbinsdale does. He stated he thinks the Council should table this as well, so they can discuss this more.

Member Greenberg wanted to address the Metro Transit police substation and wanted to hear more details and feedback.

Mayor Blonigan reiterated the safety concern that the Council and the residents have, but that safety isn't necessarily a design flaw.

Member Wagner asked Member Greenberg about what detail he was originally looking for. Member Greenberg noted the 42nd pedestrian and vehicle plan.

Member Wagner mentioned the Lowry station and stated more information, and details need to be provided for that, including exactly where it's going to be located. He would also like to know the exact number of spots for the park-and-ride.

Sandvik noted the Council could schedule a special work session before the next Council meeting to give the project office more time to provide information and could redraft resolutions to include updated information from the project office. He recommended if the Council wants to table the item, they should make a motion to do so, and similarly, if wanted, the Council should motion to schedule a Special Work Session.

Mayor Blonigan noted he wants to make sure more information is known about the Lowry Station as it was never discussed with Robbinsdale that it would be moved into Minneapolis, and he wanted equal input into the station's development.

Member Wagner MOVED, seconded by Parisian to table the Consideration of Municipal Consent for Blue Line Extension Light Rail. The vote was unanimous and the motion passed.

Member Parisian MOVED, seconded by Wagner to schedule a Special Work Session on Tuesday, October 1, 2024, at 5:00 p.m. The vote was unanimous and the motion passed.

## **NEW BUSINESS**

### **A. Proposed 2025 General Fund and Debt Service Property Tax Levies**

Sandvik mentioned this item relates to the presentation that was given to the Council earlier today and the Council is being asked to make a motion approving the Proposed 2025 General Fund and Debt Service Property Tax Levies.

Member Greenberg asked about expanding debt to reduce the levy. Sandvik noted additional debt reserves could be considered if the Council directed staff to look into lowering the levy.

Mayor Blonigan noted he would like to eventually lower the tax levy, but this would be preliminary, and the Council could lower this number later. He asked about the number of police officers, noting we weren't fully staffed, and asked how much additional funds that could provide. Sandvik noted a projection of about \$800,000, but is hesitant as that number can be reduced by other costs.

Member Murphy MOVED, seconded by Parisian to Approve Proposed 2025 General Fund and Debt Service Property Tax Levies. The vote was unanimous and the motion Passed.

### **B. Proposed 2025 HRA Property Tax Levy**

Tahoun provided an overview of the item and noted this levy can help invest in the community more.

Member Greenberg MOVED, seconded by Wagner to Approve Proposed 2025 HRA Property Tax Levy. The vote was unanimous and the motion Passed.

### **C. Enterprise Funds Budget, Capital Project Funds Budget, and CIP Plan Work Sessions**

Tahoun presented the item and noted the city is required to have a 5-year Capital Improvement Plan, but the city opts for a 10-year plan. He noted several potential dates as to when the Council could discuss this more at a Work Session.

Member Murphy MOVED, seconded by Blonigan to schedule a Special Work Session for November 12, 2024, at 6:00 p.m. The vote was unanimous and the motion passed.

### **OTHER BUSINESS**

#### **A. Voucher Requests Pending Approval for Disbursement**

Member Parisian MOVED, seconded by Greenberg to Approve Voucher Requests Pending Approval For Disbursement. The vote was unanimous and the motion passed.

### **ADMINISTRATIVE REPORTS**

Peterson-Etem noted early voting starts on Friday, September 20 at Robbinsdale City Hall and that more information can be found on the city website.

Sandvik thanked all who came to the Chamber of Commerce Meet and Greet last week and noted the upcoming Birdtown Boo Bash. He noted the annual tree sale is happening now. There will be a Vehicle Fair at the Crystal Community Center on Saturday, September 21, 2024, from 10:00 a.m. to noon. He noted fence construction at Spanjers Park. There will be a paper shredding event on Saturday, September 28, 2024, from 10:00 a.m. to 1:00 p.m. at the public works facility.

### **COUNCIL GENERAL COMMUNICATIONS**

Member Greenberg thanked all who came out tonight. He stated he had an energy audit today and encouraged folks to schedule one for themselves.

Member Parisian also thanked everyone for their engagement. She noted the HRC is hosting two events looking for feedback on a policy proposal to address racism and support racial and health equity for all. The first event will be at the Sanborn Park Building on Thursday, September 19, at 6:00 pm and the second will be on Saturday, September 21, 2024, at 1:00 p.m. at the Manor Park Building.

Member Wagner expressed his thanks to everyone who came and participated in tonight's meeting. He also thanked the many hours staff put into preparing for these meetings and acknowledged the other Council members.

Mayor Blonigan noted the collaboration between Council members and thanked them for that. He thanked the community members for coming in tonight and for being respectful, as well as recognizing the staff for the work they do. He mentioned the Chamber of Commerce Meet and Greet and thanked all who came out.

### **ADJOURNMENT**

Member Murphy MOVED, seconded by Parisian to adjourn the meeting at 10:05 p.m. The vote was unanimous and the motion passed.

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Chase Peterson-Etem, City Clerk

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William A. Blonigan, Mayor

Robbinsdale City Council  
Public Hearing Regarding Park Naming  
September 17, 2024

Rita Fox, 4041 Perry Ave. N., Robbinsdale, MN.

Mayor. Council. Staff. Good evening.

I am here to speak on behalf of a park name application, of which I co-signed, to rename Robbinsdale's Sanborn Park as Castile Park. This proposal is to honor the late Philando Castile, someone who, to quote the subtitle of a 2023 article in The Wake magazine is, "The legacy of a man who wouldn't let kids go hungry." I will tell you why I and my co-signers on the Robbinsdale Human Rights Commission support this proposed name, along with a few observations.

First, who was Robbinsdale's Philando Castile? In short, he was a good man, whose good deeds are an inspiration, first in our community, then to our state, and now our country; a ripple effect for acts of kindness, that began right here in Robbinsdale.

Philando, as a school cafeteria manager, arrived early for work so he could help kids with disabilities safely exit their buses. Out of his own pocket, Mr. Phil routinely paid for the lunches of kids who were in lunch debt. Because he paid for these lunches humbly, without fanfare or seeking recognition, Mr. Phil's actions only became fully known after his untimely death in 2016.

Philando's legacy of kindness became the genesis for the Philando Castile Foundation. Robbinsdale's Cooper High School approached the foundation, requesting it pay for students in lunch debt who could not graduate until the debt was paid. The Foundation paid the \$8,000 debt, and the students graduated. People Magazine and National Public Radio quoted the Robbinsdale School District Superintendent at the time saying, "This was a huge humanitarian act in our community." But it didn't stop there. The Foundation paid for students in other districts, to date totaling approximately \$300,000 paid towards lunch debt and other student needs.

But, again, it didn't stop there. Last year Minnesota passed a law to fund free breakfast and lunch for all students, regardless of income. On the day the bill passed, and the day it was signed into law, lawmakers credited the inspiration of Philando Castile for making it a reality.

Once again, it didn't stop there. This year, nationally, the issue of child hunger and student lunch shaming has been raised anew, with Minnesota being cited as an example of humanity in action. Last month the British newspaper The Guardian, USA edition, attributes the national conversation on universal lunches to the inspiration of Castile. And the New York Times reports, "Most Americans support providing all students with meals, regardless of their income..."

While the nation recognizes the impact and legacy of Philando Castile, sadly many people in his hometown of Robbinsdale have trouble even saying his name.

Why? Why the hesitancy to honor the 'Johnny Appleseed' of student lunches? Why the vitriol and anger expressed on social media? Does it have something to do with the manner in which he was killed? Or because of who killed him? I've heard perplexing arguments to justify the reluctance to honor Mr. Phil. The first argument is 'well, we just shouldn't name parks after people.' It is striking how this newfound concern only came up now. Only for Philando Castile. Second reason, 'he didn't really have enough community service, or enough impact on our community.' Really? His legacy leading to \$300,000 distributed isn't enough? Next comes the justification, 'he and his family may have lived here, but they didn't have a strong enough connection to Robbinsdale and I don't even think he lived here when he died.' To this I would ask, have you ever read his obituary? It says Robbinsdale, and neither you or I or any random resident gets to tell his family where he called home. His hometown was Robbinsdale. How long residing in Robbinsdale is required for a strong enough connection, two, three generations? Just a couple generations ago, our restrictive covenants prove the Castile family may not have even been welcome here. The final argument to discard this application is, 'it would be too divisive for Robbinsdale, we just want this to quietly go away.' While I am dumbfounded as to why honoring a good man who did good deeds is divisive, if that is the Council's fear, you need to know this, rejecting this application will not make any divide go away, it will simply tell the people of Robbinsdale which side of the divide you are on.

I am not a betting person, but if I were to make a wager on the Council's action on the proposed name Castile Park, it would be this; you on the Council will listen to us tonight, politely as you always do. Then, you may take action on the competing name proposal, Shoreline Park. Why do I surmise this? Because a park name application requires 5 sponsors. The sponsors of Shoreline Park? Two Council members, a spouse, a relative, and her spouse. And here you are tonight, voting on your own application. Duly noted.

So, should you vote to reject the name Castile Park, also please make note of this; our nation will continue to say the name Philando Castile. His name will keep inspiring others to do good deeds. Here in Robbinsdale, there will be other parks to rename. And, there will be other Council members. We will continue to say his name, until the day we have a Council that proudly does so as well.

Sanborn. A park name that should be replaced by a name that should be remembered. Philando Castile, the legacy of a man who wouldn't let kids go hungry. Thank you.

## **MINUTES**

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### **CITY COUNCIL WORK SESSION CALLED TO ORDER**

Mayor Pro Tem Wagner called the meeting to order at 8:41 PM.

### **ROLL CALL**

Present: Member Parisian, Member Murphy, Member Greenberg, Mayor Blonigan, Mayor Pro Tem Wagner

Absent: None

Staff: Tim Sandvik, City Manager; Heather Rand, Community Development Director; Rachel Leen, Communications Coordinator

### **DISCUSSION**

#### **A. Review Parks and Facilities Naming Proposal Form**

Sandvik provided a recap on recent Council discussions and actions regarding the Parks Naming Policy. He shared that the policy received two submissions for the renaming of Sanborn Park, and that those submissions were initially reviewed at the September 17, 2024, Council meeting. He stated that one submission was not approved after a vote, and the second submission was not acted upon. Sandvik noted that a common piece of feedback from residents is that there was a lack of engagement and outreach to the community for the renaming of Sanborn Park.

Member Murphy expressed that his main concern is that the limited number of applications came from members of the Council and members of the Human Rights Commission. He supported getting more members of the community involved with the process through a potential engagement plan in the policy. Member Greenberg agreed that concerns about conflict of interest should be addressed in the policy. He also suggested that Council discuss how to collect community engagement. Member Greenberg expressed support for moving away from naming parks after people.

Mayor Pro Tem Wagner suggested a new pathway for the process, where folks start by petitioning the Parks, Recreation, and Forestry Commission or the Council to open up a park for renaming, and then the City would solicit community feedback on names for the specific park within a certain timeframe. Member Murphy and Member Greenberg agreed.

Member Parisian agreed and expressed that if there is a desire for more community engagement, then there should more than five signatures required on an application. She also shared her opinion that Council members who submit a renaming application should not be allowed to vote, but she does not think that the same rule should apply to volunteer-based commission members. She agreed that changes need to be made to the policy, but she expressed feeling uncomfortable with reworking a policy after a very reactive public hearing was held.

Jonathan Hansen, Human Rights Commissioner, provided revisions of the Parks Naming Policy for Council's consideration. He highlighted a revision that states that if a park is renamed, it cannot be renamed again for 10 years. Hansen stressed that the item where Council is only required to receive 2 submissions per year should remain so that Council is not inundated with submissions. He explained that the proposed policy revisions set a timeframe for renaming a park, as well as a timeframe for public engagement for names.

Mayor Blonigan supported the idea of a renaming process having a timeframe, the idea of limiting Council members from voting on a petition that Council members submit, and the idea of narrowing submissions to the top choices and then putting it to a community vote.

Member Greenberg expressed that more history about current City park names should be posted on to the website. Member Murphy suggested that staff reach out to the Historical Society for further history on current Parks names.

Sandvik recognized that Council's intent to rename the park is a great first step, and that sometimes a policy has to be fine-tuned to move forward. He proposed pausing the current policy in order to rewrite a new version of the Parks Naming Policy. Member Greenberg commended Council for the great work that has been done to get us to the point of the policy, and acknowledged that it is great that everyone is working towards the same goal of changing the name of Sanborn Park.

#### B. Snow Emergency - Parking Regulations

Sandvik explained that the City's current method of approaching snow emergencies is not working. Under City Code, a snow emergency is in effect when snow accumulates 2+ inches, and it remains in effect until the roads are plowed from curb-to-curb. Sandvik explained that residents have become very reliant on waiting for a Facebook post from the City that declares that there is a snow emergency. Sandvik proposed that the City directly interpret code and have a snow emergency be automatically in effect as soon as there is a snowfall of 2+ inches, which means that the City will not declare emergencies. Sandvik expressed that he is looking for permission from Council to start sending out information on this operational change. He shared that staff would still reserve the right to send out emergency notices for various weather events, if needed.

Member Greenberg expressed concern that residents will argue over what 2+ inches looks like since there may be drifts or various depths of snowfall across the City. Sandvik responded that the City is primarily looking to ticket and tow blatant abusers of the policy, and that there are going to be community complaints no matter what. He expressed that this operational change would help Public Safety and Police.

Member Murphy asked if there would still be any notifications sent out. Sandvik explained that in all the places that snow emergency declarations used to be posted, there will now be reminders sent out about the new procedure and about incoming snow events. Sandvik shared that for the first snow emergency of the season, cars in violation of the rule would receive a warning notice, then a ticket the next time, and then they would be towed the next times. Sandvik expressed his hopes that putting out an information tag warning would inform most people of the operational change, and that a \$40 ticket would encourage most people to stop breaking the policy before they get towed.

Mayor Blonigan wondered if a part of the issue is that the City has not been ticketing cars in violation enough in the past. Sandvik confirmed, and stated that increases in ticketing enforcement will occur this winter.

#### C. Update on Organized Collection Request for Proposals (RFPs)

Sandvik shared that six bids are in from the Request for Proposals (RFP) for organized haulers. He expressed that he wants to walk away with guidance on how Council wants staff to score the RFP submissions. He asked for clarification on how Council prioritizes the criteria of pricing, customer service, contractual reassurance and language, sustainability, and reliability.

Mayor Pro Tem Wagner emphasized that continued alleyway service is a high priority for him, even though it might increase the cost of service. Sandvik confirmed that alleyway service is being considered. Mayor Blonigan asked if there is a staff group created to look through these submissions and score them. Sandvik confirmed.

Member Murphy asked how the submissions compare to the current pricing that we offer to residents. Sandvik shared that he was pleasantly surprised with the pricing of most of the submissions.

#### D. Robbinsdale Fire Relief Association Presentation

Sandvik introduced the group representing the Robbinsdale Fire Relief Association, which included Scott Eid, Fire Relief Association President; Jesse Hoestrka, Trustee; and Darren Olsen, Trustee.

Olsen shared that they hope to discuss the retirement benefit allowed to members tonight. He explained that Minnesota recently changed the maximum allowable benefit amount from \$10,000 to \$15,000, which can be paid to a person who is fully vested and at least 50 years of age. He expressed that the Robbinsdale Fire Relief Association is looking to increase the retirement benefit from \$11,500 to \$15,000. He shared that this increase would help to retain and recruit firefighters, since Robbinsdale Fire Department staff are all paid-on-call and must live within two miles of the station.

Hoekstra added that surrounding communities have already hit the \$15,000 benefit allotment, and that other nearby communities are on their way towards that number. He explained that before the allotment maximum was recently increased by the state, it stayed at a \$10,000 maximum from 2008 to 2023, so he believes the cap will remain at \$15,000 for many years.

Member Murphy asked if they are looking to increase their charter to allow for more than 30 members on staff. Olsen indicated that they have not discussed that, but as call volumes go up, the department might discuss adding more members.

Mayor Blonigan asked how long it had been since the firefighters received a benefit increase. The Fire Relief Association representatives answered that it had been about a year. Mayor Blonigan expressed that he generally supports the idea of an increase. Mayor Blonigan and the Fire Relief Association representatives discussed return on investments and how to ensure that City contributions are not impacted by investment choices.

Sandvik provided background that the last benefit increase was requested in the spring of 2023 for adjustments to be effective in 2024, which all occurred before the preliminary budget was set. He explained that this year, the preliminary budget has already been set, so the money would need to come from somewhere else in the 2025 budget to accommodate this request. Sandvik shared his opinion that it would be more palatable to slowly increase the contribution amount over the next 2-3 years, instead of all at once. He reiterated that it is a big challenge to make this change when it has not been built into the preliminary budget. He concluded that staff do not support the full request to increase the benefit to \$15,000 in 2025.

Mayor Blonigan asked how it would work if the benefit went from \$11,500 to \$13,000 in 2025. Sandvik explained that any increase to the benefit would still need to come from somewhere else in the budget, but it would be more manageable compared to an increase to a \$15,000 benefit. Olsen expressed that the Trustees from the Fire Relief Association are not willing to entertain pulling any funds from the operational budget of the Fire Department to pay for contribution increases.

Mayor Pro Tem Wagner expressed support for starting with an increase to \$13,000 in 2025. Member Murphy expressed generally supporting an increase, but he wants to further discuss how it would impact next year's budget. Sandvik requested that the Fire Relief Association re-run reports showing increases to \$12,000, \$12,500, and \$13,000, instead of \$15,000 in 2025. Member Parisian expressed that she would like a presentation from the Fire Relief Association next April or May to reevaluate the phase-in approach to eventually reaching the \$15,000 mark after a few years.

## **STAFF UPDATES**

### **A. Staff Updates**

Sandvik asked for Council support to continue Yellow Ribbon efforts, which is an awareness campaign offering services for veterans. Council confirmed their support.

Rand shared some cannabis regulation updates. She explained that adult-use cannabis, retail, and cultivation is coming to Minnesota. She shared that the Minnesota Office of Cannabis Management will adopt the new rules and serve as the licensing agency, but individual cities or counties can create registries of cannabis entities. She expressed that Community Development will plan to bring some ordinance changes to Council in November and December. She explained that Council will be able to decide where these facilities can be zoned, and staff will recommend somewhere downtown. She shared that Minnesota Statute requires that each community authorize at least one facility for every 12,500 people in population, so Robbinsdale must make two facilities available in our zoning. She also explained that Council will need to decide on buffer zones, which are distances between cannabis facilities and schools, rehab centers, and parks, so that cannabis stays out of the hands of minors. Member Greenberg asked if a municipal cannabis store would count as one of the two facilities that we are required to zone for, and Rand explained that we would still have to allow for two other sellers in zoning code. Rand shared her concern about buffer zone distances since it does not leave a lot of room for development in Robbinsdale.

Sandvik provided an update on the nuisance code committee that had been discussed at the last work session. He shared that the Human Rights Commission may come to speak on a recommended committee or policy at the work session in November, or they may wait until January to bring a new policy forward to the new Council.

Sandvik provided an update on the Class and Compensation Study, and shared that Council will see a presentation at next week's Council meeting. He reminded Council that this study supports the City's goals of recruitment and retention, and it helps align staff salaries with averages in surrounding communities. He shared that these changes would require union representatives to come to the table to negotiate contracts before the end of the year. He provided his opinion that the price tag was not bad for the last two months of the year, since adjustments would likely stay under \$100,000. Sandvik explained that Council will be able to accept the plan at the presentation, but formal action can be pushed further back if Council has more questions.

## **COUNCIL UPDATES**

Mayor Pro Tem Wagner provided staff with a resident's letter asking for help with a penalty fee.

## **ADJOURNMENT**

Mayor Pro Tem Wagner adjourned the meeting at 10:31 PM.

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Rachel Leen, Communications Coordinator

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Aaron Wagner, Mayor Pro Tem

TO: Mayor and City Council  
PREPARED BY: Daa Tahoun, Finance Director  
APPROVED BY: Tim Sandvik, City Manager  
DATE: December 17, 2024  
RE: Robbinsdale Wine & Spirits' Monthly Financial Statements

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**Background:**

Attached are the Robbinsdale Wine & Spirits' financial reports for the month of October 2024 prepared by the Finance department. The report includes monthly and year to date amounts for 2024 with comparable amounts to 2023.

**Analysis:**

Year-to-date sales amount to \$3,513,200, reflecting a \$51,662 decrease (-1.4%) from the previous year. Gross profit from sales stands at \$985,362, compared to \$976,776 in 2023 (0.9% increase). Our year-to-date gross profit is currently at 28%, meeting our target. The net loss before transfers including the nonoperating revenue/expenses for this year totals -\$45,407, showing a decrease of -222.29% from the net income of \$37,128 in 2023.

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 October 2024.

**Attachments:**

1. Oct 2024 Liquor

City of Robbinsdale  
Robbinsdale Wine & Spirits  
Profit and Loss Statement From Operations  
For Period Ending October 31, 2024

|                           | Year to Date |          |           |           | Amount<br>Difference | % Inc (Dec)<br>from Previous<br>Year |
|---------------------------|--------------|----------|-----------|-----------|----------------------|--------------------------------------|
|                           | Oct-2024     | Oct-2023 | 2024      | 2023      |                      |                                      |
| Sales                     | 360,223      | 356,475  | 3,513,200 | 3,564,862 | (51,662)             | (1.4%)                               |
| Less Customer Discounts   | 3,353        | 4,010    | 32,548    | 40,660    | (8,112)              | (20.0%)                              |
| Net Sales                 | 356,870      | 352,465  | 3,480,652 | 3,524,202 | (43,550)             | (1.2%)                               |
| Cost of Sales             | 259,517      | 256,969  | 2,495,290 | 2,547,426 | (52,136)             | (2.0%)                               |
| Gross Profit              | 97,353       | 95,496   | 985,362   | 976,776   | 8,586                | 0.9%                                 |
| Percent to Net Sales      | 27%          | 27%      | 28%       | 28%       | -20%                 |                                      |
| Operating Expenses:       |              |          |           |           |                      |                                      |
| Personal Services         | 78,403       | 50,411   | 597,091   | 534,276   | 62,815               | 11.8%                                |
| Supplies & Repairs        | 1,234        | 1,346    | 17,309    | 19,801    | (2,492)              | (12.6%)                              |
| Other Charges & Services  | 23,551       | 21,912   | 253,036   | 215,492   | 37,544               | 17.4%                                |
| Rent                      |              |          | 0         | 5,300     | (5,300)              | (100.0%)                             |
| Depreciation              | 11,250       | 11,178   | 112,500   | 111,780   | 720                  | 0.6%                                 |
| Other (Income) Expense    | 155          | 79       | (207)     | (1)       | (206)                | 20600.0%                             |
| Total                     | 114,593      | 84,926   | 979,729   | 886,648   | 93,081               | 10.5%                                |
| Operating Income / (Loss) | (17,240)     | 10,570   | 5,633     | 90,128    | (84,495)             | (93.8%)                              |
| Percent to Net Sales      | -5%          | 3%       | 0%        | 3%        |                      |                                      |

**Nonoperating Revenues (Expenses)**

|                                |          |         |          |          |          |
|--------------------------------|----------|---------|----------|----------|----------|
| GASB 87 Adjustment             |          |         |          |          |          |
| Lease Interest Expense         | (5,020)  | (5,300) | (51,040) | (53,000) | 1,960    |
|                                | (5,020)  | (5,300) | (51,040) | (53,000) | 1,960    |
| Income/(Loss) Before Transfers | (22,260) | 5,270   | (45,407) | 37,128   | (82,535) |

|                              | Current Month Analysis |         |         |        |       |         |
|------------------------------|------------------------|---------|---------|--------|-------|---------|
|                              | Liquor                 | Wine    | Beer    | Misc   | THC   | Totals  |
| Sales                        | 151,458                | 56,744  | 133,063 | 9,010  | 6,595 | 356,870 |
| Inventory of October 1       | 323,425                | 150,536 | 81,110  | 10,984 | 9,901 | 575,956 |
| Purchases                    | 107,017                | 43,281  | 110,747 | 6,123  | 3,819 | 270,987 |
| Less Inventory of October 31 | 319,470                | 157,184 | 90,471  | 10,773 | 9,528 | 587,426 |
| Cost of Sales                | 110,972                | 36,633  | 101,386 | 6,334  | 4,192 | 259,517 |
| Gross Profit                 | 40,486                 | 20,111  | 31,677  | 2,676  | 2,403 | 97,353  |
| Gross Profit % to Net Sales  | 27%                    | 35%     | 24%     | 30%    | 36%   |         |
| Product % to Total Sales     | 42%                    | 16%     | 37%     | 3%     | 2%    |         |

City of Robbinsdale  
Robbinsdale Wine & Spirits  
Profit and Loss Statement From Operations  
For Period Ending October 31, 2024

**Sales / Cost of Sales Analysis**

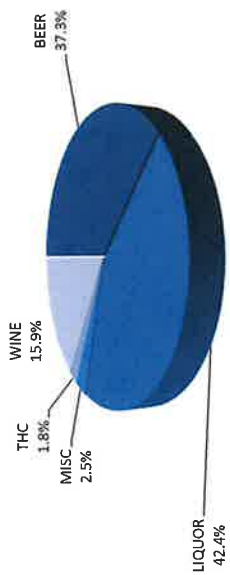
|                      | Oct-2024 | Oct-2023 | Year to Date |           | % Inc (Dec)<br>from Previous<br>Year |
|----------------------|----------|----------|--------------|-----------|--------------------------------------|
|                      |          |          | 2024         | 2023      |                                      |
| <b>Liquor Sales</b>  | 151,458  | 145,378  | 1,448,637    | 1,462,646 | (1.0%)                               |
| Liquor Cost of Sales | 110,972  | 102,777  | 1,014,062    | 1,029,385 | (1.5%)                               |
| Gross Profit         | 40,486   | 42,601   | 434,575      | 433,261   | 0.3%                                 |
| Percent to Net Sales | 27%      | 29%      | 30%          | 30%       |                                      |
| <b>Wine Sales</b>    | 56,744   | 61,263   | 551,661      | 592,814   | (6.9%)                               |
| Wine Cost of Sales   | 36,633   | 40,446   | 366,684      | 398,283   | (7.9%)                               |
| Gross Profit         | 20,111   | 20,817   | 184,977      | 194,531   | (4.9%)                               |
| Percent to Net Sales | 35%      | 34%      | 34%          | 33%       |                                      |
| <b>Beer Sales</b>    | 133,063  | 132,853  | 1,314,350    | 1,370,139 | (4.1%)                               |
| Beer Cost of Sales   | 101,386  | 104,637  | 1,002,244    | 1,052,091 | (4.7%)                               |
| Gross Profit         | 31,677   | 28,216   | 312,106      | 318,048   | (1.9%)                               |
| Percent to Net Sales | 24%      | 21%      | 24%          | 23%       |                                      |
| <b>Misc Sales</b>    | 9,010    | 8,031    | 95,972       | 84,333    | 13.8%                                |
| Misc Cost of Sales   | 6,334    | 5,269    | 67,745       | 59,941    | 13.0%                                |
| Gross Profit         | 2,676    | 2,762    | 28,227       | 24,392    | 15.7%                                |
| Percent to Net Sales | 30%      | 34%      | 29%          | 29%       |                                      |
| <b>THC Sales</b>     | 6,595    | 4,940    | 70,031       | 14,270    | 390.8%                               |
| THC Cost of Sales    | 4,192    | 3,840    | 44,555       | 7,725     | 476.8%                               |
| Gross Profit         | 2,403    | 1,100    | 25,476       | 6,545     | 289.2%                               |
| Percent to Net Sales | 36%      | 22%      | 36%          | 46%       |                                      |
| <b>Total Sales</b>   | 356,870  | 352,465  | 3,480,651    | 3,524,202 | (1.2%)                               |
| Total Cost of Sales  | 259,517  | 256,969  | 2,495,290    | 2,547,425 | (2.0%)                               |
| Gross Profit         | 97,353   | 95,496   | 985,361      | 976,777   | 0.9%                                 |
| Percent to Net Sales | 27%      | 27%      | 28%          | 28%       |                                      |

### Liquor Store Sales - 2023 and 2024

|        | <u>Jan 23</u>     | <u>Jan 24</u>     | <u>Feb 23</u>     | <u>Feb 24</u>     | <u>Mar 23</u>     | <u>Mar 24</u>     |
|--------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Liquor | 120,997.00        | 121,361.00        | 129,535.00        | 133,115.00        | 140,562.00        | 142,226.00        |
| Wine   | 51,902.00         | 50,019.00         | 58,399.00         | 53,934.00         | 58,217.00         | 60,106.00         |
| Beer   | 105,442.00        | 97,656.00         | 111,560.00        | 112,555.00        | 119,259.00        | 121,334.00        |
| THC    | -                 | 5,894.00          | -                 | 6,006.00          | -                 | 6,215.00          |
| Misc   | 5,147.00          | 7,251.00          | 5,664.00          | 7,602.00          | 5,807.00          | 8,766.00          |
|        | <u>283,488.00</u> | <u>282,181.00</u> | <u>305,158.00</u> | <u>313,212.00</u> | <u>323,845.00</u> | <u>338,647.00</u> |
|        | <u>Apr 23</u>     | <u>Apr 24</u>     | <u>May 23</u>     | <u>May 24</u>     | <u>Jun 23</u>     | <u>Jun 24</u>     |
| Liquor | 142,789.00        | 131,206.00        | 156,806.00        | 156,053.00        | 159,354.00        | 154,959.00        |
| Wine   | 59,356.00         | 52,976.00         | 62,001.00         | 58,864.00         | 60,566.00         | 55,341.00         |
| Beer   | 126,409.00        | 119,385.00        | 157,829.00        | 150,018.00        | 161,572.00        | 143,522.00        |
| THC    | -                 | 6,557.00          | -                 | 7,655.00          | -                 | 7,550.00          |
| Misc   | 6,733.00          | 8,104.00          | 10,038.00         | 11,695.00         | 11,036.00         | 11,305.00         |
|        | <u>335,287.00</u> | <u>318,228.00</u> | <u>386,674.00</u> | <u>384,285.00</u> | <u>392,528.00</u> | <u>372,677.00</u> |
|        | <u>Jul 23</u>     | <u>Jul 24</u>     | <u>Aug 23</u>     | <u>Aug 24</u>     | <u>Sept 23</u>    | <u>Sept 24</u>    |
| Liquor | 161,858.00        | 157,688.00        | 155,405.00        | 158,209.00        | 149,962.00        | 142,362.00        |
| Wine   | 60,501.00         | 53,397.00         | 59,637.00         | 55,199.00         | 60,972.00         | 55,081.00         |
| Beer   | 165,483.00        | 151,154.00        | 147,970.00        | 151,196.00        | 141,762.00        | 134,467.00        |
| THC    | 955.00            | 7,775.00          | 3,705.00          | 8,017.00          | 4,670.00          | 7,767.00          |
| Misc   | 11,355.00         | 11,550.00         | 10,414.00         | 10,890.00         | 10,108.00         | 9,799.00          |
|        | <u>400,152.00</u> | <u>381,564.00</u> | <u>377,131.00</u> | <u>383,511.00</u> | <u>367,474.00</u> | <u>349,476.00</u> |
|        | <u>Oct 23</u>     | <u>Oct 24</u>     | <u>Nov 23</u>     | <u>Nov 24</u>     | <u>Dec 23</u>     | <u>Dec 24</u>     |
| Liquor | 145,378.00        | 151,458.00        | 146,852.00        | -                 | 180,184.00        | -                 |
| Wine   | 61,263.00         | 56,744.00         | 67,984.00         | -                 | 82,557.00         | -                 |
| Beer   | 132,853.00        | 133,063.00        | 126,339.00        | -                 | 133,731.00        | -                 |
| THC    | 4,940.00          | 6,595.00          | 4,990.00          | -                 | 6,602.00          | -                 |
| Misc   | 8,031.00          | 9,010.00          | 7,790.00          | -                 | 9,640.00          | -                 |
|        | <u>352,465.00</u> | <u>356,870.00</u> | <u>353,955.00</u> | <u>-</u>          | <u>412,714.00</u> | <u>-</u>          |

## October 2024

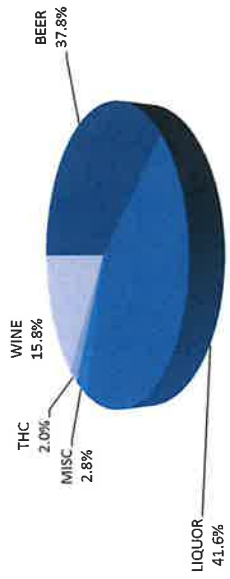
### Liquor Store - Net Sales



| October 2024 | Net Sales per Dept | % Net Sales of Total |
|--------------|--------------------|----------------------|
| BEER         | 133,063            | 37.3%                |
| LIQUOR       | 151,457            | 42.4%                |
| MISC         | 9,010              | 2.5%                 |
| THC          | 6,595              | 1.8%                 |
| WINE         | 56,744             | 15.9%                |
|              | 356,869            |                      |

## Yearly 2024

### Liquor Store - Net Sales



| Total 2024 |           | Net Sales per Dept | % Net Sales of Total |
|------------|-----------|--------------------|----------------------|
| BEER       | 6401.4763 | 1,314,360          | 37.8%                |
| LIQUOR     | 6401.4761 | 1,448,625          | 41.6%                |
| MISC       | 6401.4764 | 95,973             | 2.8%                 |
| THC        | 6401.4766 | 70,031             | 2.0%                 |
| WINE       | 6401.4762 | 551,661            | 15.8%                |
|            |           | 3,480,650          |                      |

## **MINUTES**

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1. **ROLL CALL: 7:05**

\_X\_ Beck, \_X\_ Erdos-Thayer, \_X\_ Hickman, \_X\_ Sparks, \_X\_ Markfort,  
\_O\_ Rochon-Washington, \_X\_ Vaith

Also in attendance: Matt, Members of HRC

2. **CONSIDERATION OF MINUTES**

A. Minutes from 8-27-24 Meeting

- Motion to approve: Vaith
- Second: Hill

3. **NEW BUSINESS**

4. **OLD BUSINESS**

A. Parks Renaming

Erdos-Thayer: Conflict of interest in name change policy doesn't apply to Commissions.

Markfort: Can names be brought back to be voted on a second time?

Erdos-Thayer: Could both names Castile Park and Shoreline Park be voted on again under re-written renaming policy? Communication for renaming? Who can fill out application? Is 5 people enough on an application?

Markfort: Timeline for feedback on updates and how does PRFC come into play.

Ben Hansen: Suggestions for updated process. Will email steps. To deliver to council.

B. LVT Fitness Court: Bazyk: Presented final items selected to go into fitness court.

Erdos-Thayer: Ensured there would be color on the equipment. Not industrial gray.

C. Sanborn Park Feedback from Meet and Greet:

Erdos-Thayer: The most comprehensive planning process for park design the city has done.

Erdos-Thayer: Community Gardens need security issues.

D. Grant for Sanborn Park Playground: Commission feedback: make sure the playground is attractive to a wide range of ages. Sanborn is the second-largest park and attracts a lot of people.

5. **INFORMATION ONLY**

A. Boo Bash at Sanborn Park 10/4/24

B. Membership Cards and rates at Robbinsdale Community Gym and Fitness Center.

## **MINUTES**

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C. Forestry Report: Bazyk: Read the Forestry report provided by Stephan Papiz.

6. **ADJOURNMENT**

A. **Motioned: Erdos-Thayer**

B. **Second: Sparks**

- Meeting Adjourned at 8:31 pm

TO: Mayor and City Council  
PREPARED BY: Diaa Tahoun, Finance Director  
APPROVED BY: Tim Sandvik, City Manager  
DATE: December 17, 2024  
RE: Deputy Registrar's Monthly Financial Statements

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**Background:**

Attached are the Deputy Registrar's financial reports for the month of October 2024 prepared by the Finance department. The reports include monthly and year to date amounts for 2024 with comparable amounts to 2023.

**Analysis:**

Year-to-date revenues amount to \$548,723, showing an increase of \$37,959 (7.4%) compared to the previous year. Expenditure has risen by \$56,794 (13.7%). The net gain before transfers for the year is \$76,382, which is \$18,836 (-19.78%) less than last year.

Passport revenue year to date decreased \$21,563 (-18.6%) and motor vehicle fees have increased \$106,708 (31%).

**Recommendation:**

Approve a motion to acknowledge the Deputy Registrar's financial reports for the month of October 2024.

**Attachments:**

1. DEPS Oct 2024 P&L

City of Robbinsdale  
Deputy Registrar  
Profit and Loss Statement From Operations  
For Period Ending October 31, 2024

|                             |          |          | Year to Date |          |                   | % Inc (Dec)        |
|-----------------------------|----------|----------|--------------|----------|-------------------|--------------------|
|                             | Oct-2024 | Oct-2023 | 2024         | 2023     | Amount Difference | from Previous Year |
| Notary Fees                 | 5        | -        | 55           | 80       | (25)              | (31.3%)            |
| Motor Vehicle Fees          | 40,826   | 40,969   | 437,321      | 343,607  | 93,714            | 27.3%              |
| Motor Vehicle Fees - Kiosk  | 3,431    |          | 12,994       | -        | 12,994            |                    |
| Boat/Snow/ATV/ORV Fees      | 153      | 88       | 3,811        | 3,665    | 146               | 4.0%               |
| Fish & Game Fees            | 1        | 1        | 76           | 102      | (26)              | (25.5%)            |
| Passport Fees               | 9,608    | 12,054   | 94,440       | 116,003  | (21,563)          | (18.6%)            |
| State Grants - Other        |          |          | -            | 46,502   | (46,502)          | 0.0%               |
| Other Revenue / Transfer In | (313)    | 66       | 26           | 805      | (779)             | (96.8%)            |
| Revenues                    | 53,711   | 53,178   | 548,723      | 510,764  | 37,959            | 7.4%               |
| Operating Expenses:         |          |          |              |          |                   |                    |
| Personal Services           | 52,339   | 31,697   | 385,386      | 323,570  | 61,816            | 19.1%              |
| Supplies & Repairs          | 34       | 44       | 2,831        | 6,488    | (3,657)           | (56.4%)            |
| Internal Serv Charges       | 7,367    | 7,274    | 73,670       | 72,742   | 928               | 1.3%               |
| Other Charges & Services    | 3,090    | 697      | 9,956        | 10,169   | (213)             | (2.1%)             |
| Other (Income) Expense      |          |          | 498          | 2,578.00 | (2,080)           | -                  |
| Total                       | 62,830   | 39,712   | 472,341      | 415,547  | 56,794            | 13.7%              |
| Operating Income / (Loss)   | (9,120)  | 13,466   | 76,382       | 95,217   | (18,836)          |                    |
| Percent to Revenues         | -17%     | 25%      | 14%          | 19%      |                   |                    |



TO: Mayor and City Council  
PREPARED BY: Chase Peterson-Etem, City Clerk/Assistant to City Manager  
APPROVED BY: Tim Sandvik, City Manager  
DATE: December 17, 2024  
RE: Recommendation for Charter Commission Reappointment

---

**Background:**

The Charter Commission is comprised of 15 eligible resident voters who are appointed at-large by the Chief Judge of Hennepin County, after a recommendation is made by the City Council. Members are not paid, but serve as volunteers. There are no term limits; however, their terms need to be renewed every four years.

**Analysis:**

Michael Meehan, who's term expires January 31, 2025, has requested reappointment to the Charter Commission. He has been a member of the Commission for several years as well as serving in other capacities for the city. He has provided positive input on charter amendments and is being recommended for reappointment.

**Recommendation:**

Motion to waive the reading and adopt a resolution recommending the reappointment of Michael Meehan to the Robbinsdale Charter Commission.

**Attachments:**

1. Meehan Reappointment Resolution

Member \_\_\_\_\_ moved and Member \_\_\_\_\_ seconded a motion that the following resolution be read and adopted this 17<sup>th</sup> day of December 2024.

**RESOLUTION NO. \_\_\_\_\_**

**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**

**WHEREAS**, Minnesota Statute 410.05, Subdivision 2, empowers the Chief Judge of the Hennepin County District Court to fill vacancies in the Robbinsdale Charter Commission; and

**WHEREAS**, the term of Michael Meehan expires on January 31, 2025; and

**WHEREAS**, Michael Meehan has indicated a desire to continue to serve on the Charter Commission; and

**WHEREAS**, the City Council wishes to recommend that this qualified voter of the City of Robbinsdale be appointed to the Charter Commission;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Robbinsdale that Michael Meehan is hereby recommended to the Chief Judge of the Hennepin County District Court for appointment to the Robbinsdale Charter Commission.

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 17<sup>th</sup> DAY OF DECEMBER 2024.

\_\_\_\_\_  
William A. Blonigan, Mayor

ATTEST:

\_\_\_\_\_  
Chase Peterson-Etem, City Clerk



TO: Mayor and City Council  
PREPARED BY: Tim Sandvik, City Manager  
APPROVED BY: Tim Sandvik, City Manager  
DATE: December 17, 2024  
RE: A Resolution Approving of a Change to the By-Laws of the Robbinsdale Fire Department Relief Association

---

**Background:**

At the October 8, 2024 City Council Work Session, the Robbinsdale Fire Department Relief Association presented considerations to Council. As the Robbinsdale Fire Department consists of all, part-time, paid-on-call staff, the Relief Association manages the Fire Pension Fund.

**Analysis:**

As a part of the presentation, the Relief Association described a current benefit analysis, shared neighboring organizations' structures, and ultimately made recommendation(s) for updates. The review included an actuarial analysis of recommended adjustments, and described how these recommendations would affect the estimated fund valuation and City Contribution for 2025.

While the Fire Relief Association requested an increase to the max level allowed by statute, the City Manager raised concerns. Traditionally, an increase in contribution is done before the preliminary levy is set, *and*, that the City has long supported a phased in approach. Ultimately, Council voiced support to increase the lump sum benefit for active members to increase to \$12,500 on a vesting schedule starting at 75% at 10 years, concluding at 100% at 15 years.

**Recommendation:**

Authorize the Mayor and City Clerk to execute a Resolution Approving a Change to the By-Laws of the Robbinsdale Fire Department Relief Association Increasing the Pension Lump Sum Distribution

**Attachments:**

1. Fire Dept. By-laws Res 12.17.24

Member \_\_\_\_\_ moved and Member \_\_\_\_\_ seconded a motion that the following resolution be read and adopted this 17th day of December 2024.

**RESOLUTION NO.**

**A RESOLUTION APPROVING A CHANGE TO THE BY-LAWS OF THE ROBBINSDALE FIRE DEPARTMENT RELIEF ASSOCIATION INCREASING THE PENSION LUMP SUM DISTRIBUTION**

**WHEREAS**, the Robbinsdale Fire Department Relief Association has recommended a change to their By-Laws related to compensation for years of service in the pension lump-sum distribution; and

**WHEREAS**, the City Council has studied the proposal and finds it to be actuarially sound and within the norm of similarly situated communities;

**WHEREAS**, the City Council is required to approve any Fire Relief Association By-Law changes that change the amount of benefit or pension;

**NOW THEREFORE, BE IT RESOLVED**, by the city council of the City of Robbinsdale, Minnesota that the following amendment to the By-Laws of the Robbinsdale Fire Department Relief Association is hereby approved:

1. Effective January 1, 2025, Article XI, Section 11.2 Service Pensions, section c. Lump Sum Service Pension is hereby amended to read:
  - c. After a member's application for a lump sum service pension has been approved, the member shall be paid a total lump sum service pension equivalent to the base sum amount of ~~\$11,500~~ of \$12,500 per year of service multiplied by the total number of years of active service.

| Prorated Service Pension Amount | Portion of Annual or Completed Years of Service |
|---------------------------------|-------------------------------------------------|
| 10                              | 75.0%                                           |
| 11                              | 80.0%                                           |
| 12                              | 85.0%                                           |
| 13                              | 90.0%                                           |
| 14                              | 95.0%                                           |
| 15                              | 100.0%                                          |

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 17<sup>th</sup> DAY OF December 2024.

\_\_\_\_\_  
William A. Blonigan, Mayor

ATTEST:

\_\_\_\_\_  
Chase Peterson-Etem, City Clerk



TO: Mayor and City Council  
PREPARED BY: Tim Sandvik, City Manager  
APPROVED BY: Tim Sandvik, City Manager  
DATE: December 17, 2024  
RE: Approve Adjustments for Non-Union Employees

---

**Background:**

As a part of 2024 budgeting (starting in the spring of 2023), staff recommended, and Council supported, a Compensation and Class study for all employees at the City of Robbinsdale. This fall, Council heard a presentation on findings, and approved the study.

**Analysis:**

As a part of the process, any union wages that may get adjustments, would require agreements to re-opened, and approved by Council to update. At this time, two organized labor groups are in negotiations with the City - any agreements made in 2025 would be retroactive to January 1.

The following non-union positions will be placed on the wage scale accordingly:

|                                               |    |
|-----------------------------------------------|----|
| ACCOUNTANT                                    | 15 |
| ACCOUNTANT III                                | 12 |
| ASSIST LIQUOR STORE MANAGER                   | 13 |
| BUILDING OFFICIAL                             | 19 |
| CITY CLERK/ASSISTANT CITY MANAGER             | 15 |
| CITY MANAGER                                  | 28 |
| COMMUNICATIONS COORDINATOR                    | 15 |
| COMMUNITY DEVELOPMENT DIRECTOR                | 23 |
| COMMUNITY ENGAGEMENT COORDINATOR              | 14 |
| COMMUNITY SERVICE OFFICER                     | 9  |
| DEPUTY CITY CLERK - ADMINISTRATIVE<br>SUPPORT | 12 |
| FINANCE DIRECTOR                              | 24 |
| HUMAN RESOURCES & RISK MANAGEMENT<br>MANAGER  | 20 |
| IT COORDINATOR                                | 19 |
| IT TECHNICAL SUPPORT                          | 13 |
| LEAD LIQUOR CLERK                             | 3  |
| LICENSE CENTER MANAGER                        | 18 |
| LIQUOR CLERK                                  | 1  |
| LIQUOR HEAD CASHIER                           | 3  |
| LIQUOR MANAGER                                | 19 |
| PARKS SUPERVISOR                              | 18 |
| POLICE CHIEF                                  | 24 |
| POLICE OFFICE COORDINATOR                     | 15 |

|                                                 |    |
|-------------------------------------------------|----|
| PUBLIC UTILITIES SUPERVISOR                     | 18 |
| PUBLIC WORKS DIRECTOR/CITY ENGINEER             | 24 |
| RECREATION PROGRAM MANAGER                      | 18 |
| SENIOR ENGINEERING TECHNICIAN                   | 19 |
| STREETS AND GARAGE SUPERVISOR                   | 18 |
| SUSTAINABILITY COORDINATOR                      | 17 |
| RECREATION PROGRAM SUPERVISOR -<br>YOUTH SPORTS | 14 |

At this time, staff is recommending the attached pay scale to correlate the positions.

**Recommendation:**

Authorize the adjustments of the aforementioned positions and correlating wages effective January 1, 2025.

**Attachments:**

1. Side by Side DRAFT

| PROPOSED 2025 |     |       |                |         |         |         |         |         |         |
|---------------|-----|-------|----------------|---------|---------|---------|---------|---------|---------|
|               |     |       |                |         |         |         |         |         |         |
|               |     |       | Standard Steps |         |         |         |         |         |         |
| Points        |     | Grade | 1              | 2       | 3       | 4       | 5       | 6       | 7       |
| 1             | 100 | 1     | \$17.18        | \$17.70 | \$18.23 | \$18.77 | \$19.33 | \$19.91 | \$20.51 |
| 101           | 105 | 2     | \$18.22        | \$18.75 | \$19.32 | \$19.90 | \$20.49 | \$21.11 | \$21.75 |
| 106           | 125 | 3     | \$19.30        | \$19.88 | \$20.48 | \$21.09 | \$21.72 | \$22.38 | \$23.05 |
| 126           | 130 | 4     | \$20.46        | \$21.07 | \$21.70 | \$22.36 | \$23.03 | \$23.72 | \$24.44 |
| 131           | 134 | 5     | \$21.69        | \$22.35 | \$23.01 | \$23.70 | \$24.42 | \$25.15 | \$25.90 |
| 135           | 138 | 6     | \$22.99        | \$23.68 | \$24.39 | \$25.12 | \$25.88 | \$26.65 | \$27.46 |
| 139           | 145 | 7     | \$24.37        | \$25.10 | \$25.85 | \$26.63 | \$27.43 | \$28.26 | \$29.10 |
| 146           | 150 | 8     | \$25.83        | \$26.61 | \$27.41 | \$28.22 | \$29.07 | \$29.95 | \$30.84 |
| 151           | 175 | 9     | \$27.39        | \$28.20 | \$29.05 | \$29.92 | \$30.82 | \$31.74 | \$32.70 |
| 176           | 180 | 10    | \$29.03        | \$29.90 | \$30.79 | \$31.72 | \$32.67 | \$33.65 | \$34.66 |
| 181           | 185 | 11    | \$30.77        | \$31.69 | \$32.64 | \$33.62 | \$34.63 | \$35.67 | \$36.74 |
| 186           | 192 | 12    | \$32.61        | \$33.60 | \$34.60 | \$35.64 | \$36.71 | \$37.81 | \$38.95 |
| 193           | 235 | 13    | \$34.57        | \$35.60 | \$36.68 | \$37.78 | \$38.91 | \$40.08 | \$41.28 |
| 236           | 245 | 14    | \$36.65        | \$37.75 | \$38.87 | \$40.04 | \$41.24 | \$42.49 | \$43.76 |
| 246           | 281 | 15    | \$38.84        | \$40.01 | \$41.21 | \$42.45 | \$43.72 | \$45.03 | \$46.38 |
| 282           | 291 | 16    | \$41.17        | \$42.41 | \$43.69 | \$44.99 | \$46.35 | \$47.73 | \$49.16 |
| 292           | 296 | 17    | \$43.65        | \$44.95 | \$46.31 | \$47.69 | \$49.12 | \$50.60 | \$52.11 |
| 297           | 348 | 18    | \$46.26        | \$47.65 | \$49.08 | \$50.55 | \$52.07 | \$53.63 | \$55.24 |
| 349           | 400 | 19    | \$49.04        | \$50.51 | \$52.03 | \$53.59 | \$55.20 | \$56.85 | \$58.56 |
| 401           | 450 | 20    | \$51.98        | \$53.54 | \$55.14 | \$56.80 | \$58.51 | \$60.26 | \$62.07 |
| 451           | 456 | 21    | \$55.10        | \$56.76 | \$58.46 | \$60.22 | \$62.02 | \$63.88 | \$65.79 |
| 457           | 462 | 22    | \$58.41        | \$60.16 | \$61.97 | \$63.83 | \$65.74 | \$67.71 | \$69.74 |
| 463           | 520 | 23    | \$61.91        | \$63.77 | \$65.68 | \$67.66 | \$69.69 | \$71.78 | \$73.93 |
| 521           | 600 | 24    | \$65.63        | \$67.60 | \$69.62 | \$71.72 | \$73.87 | \$76.08 | \$78.36 |
| 601           | 700 | 25    | \$69.56        | \$71.65 | \$73.81 | \$76.01 | \$78.30 | \$80.65 | \$83.07 |
| 701           | 800 | 26    | \$73.74        | \$75.95 | \$78.23 | \$80.57 | \$83.00 | \$85.48 | \$88.05 |
| 801           | 860 | 27    | \$78.16        | \$80.51 | \$82.92 | \$85.41 | \$87.98 | \$90.61 | \$93.33 |
| 861           | 900 | 28    | \$82.85        | \$85.34 | \$87.90 | \$90.53 | \$93.25 | \$96.05 | \$98.94 |



TO: Mayor and City Council  
PREPARED BY: Chase Peterson-Etem, City Clerk/Assistant to City Manager  
APPROVED BY: Tim Sandvik, City Manager  
DATE: December 17, 2024  
RE: Approval of Licenses

---

**Background:**

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

**Analysis:**

Not applicable.

**Recommendation:**

By motion, approve issuance of licenses dated 12/17/2024.

**Attachments:**

1. Licenses

# **BUSINESS LICENSES FOR COUNCIL APPROVAL**

12/17/2024

| <b>License Type</b>        | <b>Applicant</b>                | <b>License Fee</b> |
|----------------------------|---------------------------------|--------------------|
| Convenience Foods          | Afrocana Market                 | 100.00             |
| Massage Therapy - Business | BE WELL THERAPIES               | 200.00             |
| Massage Therapy - Business | JODI STITT MASSAGE THERAPY, LLC | 200.00             |

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# **BUSINESS LICENSES FOR COUNCIL APPROVAL**

12/17/2024

| <b>License Type</b>  | <b>Applicant</b>               | <b>License Fee</b> |
|----------------------|--------------------------------|--------------------|
| Crane Operators      | BRATT TREE COMPANY INC         | 50.00              |
| Tree/Lawn Fertilizer | PRECISION LANDSCAPE & TREE INC | 50.00              |
| Tree/Lawn Fertilizer | NEIGHBORHOOD TREE CARE, LLC    | 50.00              |
| Tree/Lawn Fertilizer | BIRCH TREE CARE                | 50.00              |
| Tree/Lawn Fertilizer | BRATT TREE COMPANY INC         | 50.00              |

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# Contractor Licenses for Council Approval

| <u>Name</u>                            | <u>Licensee Type</u>  | <u>Fee Amount</u> |
|----------------------------------------|-----------------------|-------------------|
| AIR CRAFT MECHANICAL LLP               | Mechanical Contractor | \$50.00           |
| CITY MASTER CO                         | Plumbing Contractor   | \$50.00           |
| KRAUS-ANDERSON CONSTRUCTION<br>COMPANY | General Contractor    | \$50.00           |
| MARTIUS PLUMBING LLC                   | Plumbing Contractor   | \$50.00           |
| MN PLUMBING PRO LLC                    | Plumbing Contractor   | \$50.00           |
| MN PLUMBING PRO LLC                    | Mechanical Contractor | \$50.00           |
| NEXT DOG FENCES                        | Concrete              | \$50.00           |
| NORBLOM PLUMBING                       | Plumbing Contractor   | \$50.00           |
| PERFECTION PLUMBING LLC                | Plumbing Contractor   | \$50.00           |
| ROYAL MECHANICAL INC                   | Mechanical Contractor | \$50.00           |
| THE CREW FACILITY MAINTENANCE          | Mechanical Contractor | \$50.00           |
| TINT PROS.                             | Sign Contractor       | \$50.00           |
| WINDOW CONCEPTS OF MN INC              | Plumbing Contractor   | \$50.00           |

**Number of Licenses Requesting Council Approval:**

**13**

TO: Mayor and City Council

PREPARED BY: Chase Peterson-Etem, City Clerk/Assistant to City Manager

APPROVED BY: Tim Sandvik, City Manager

DATE: December 17, 2024

RE: First reading of an ordinance amending Section 205 of the City Code  
Salaries of Elected Officials

---

**Background:**

On July 16, 2024, the City Council approved the first reading of an Ordinance amending Section 205 of the City Code, Salaries of Elected Officials. It was discovered this ordinance was never brought back to the Council for its second reading and to follow proper procedure, staff is asking the Council to hold the first reading again, and set the second reading for January 21, 2025. The original staff memo is included as Attachment 1.

**Analysis:**

The Salary Review Committee met on July 8 and discussed Council salary increases for the years 2025 and 2026. The committee ultimately decided on a one-time increase of 5% which would go into effect January 1, 2025. Since the second reading will be presented to the Council after January 1, 2025, any necessary retroactive pay would be provided.

**Recommendation:**

Motion to hold the first reading of an Ordinance amending Section 205 of the City Code Salaries of Elected Officials, as shown in Attachment 2 and set the second reading for January 21, 2025.

**Attachments:**

1. July 16 Staff Memo
2. Council Salary Ordinance



TO: Mayor and City Council  
PREPARED BY: Chase Peterson-Etem, City Clerk/Assistant to City Manager  
APPROVED BY: Tim Sandvik, City Manager  
DATE: July 16, 2024  
RE: Council Salary Review Committee Recommendation

---

**Background:**

Per City Code Section 205.07, each municipal election year, the chairs of the various advisory commissions meet as the Salary Review Committee to review Council salaries and make a recommendation for salary adjustments over the next two years. In 2022, the Salary Review Committee recommended a one-time increase in salary for the Mayor and Council by 2.5%, and it was unanimously approved by the City Council. In 2020, the committee recommended no increase for 2021 or 2022.

**Analysis:**

The Salary Review Committee met on July 8 and discussed Council salary increases for the years 2025 and 2026. Meeting minutes are shown as Attachment 1. The committee ultimately decided on a one-time increase of 5% which would go into effect January 1, 2025.

**Recommendation:**

Motion to hold the first reading of an Ordinance amending Section 205 of the City Code Salaries of Elected Officials, as shown in Attachment 2 and set the second reading for August 20, 2024.

**Attachments:**

1. 2024 Meeting Minutes
2. Council Salary Ordinance

## COUNCIL SALARY REVIEW COMMITTEE

WEDNESDAY, JULY 8, 2024

6:00 PM | Robbinsdale City Hall | Sixth Corner Meeting Room  
4100 Lakeview Avenue North

### Minutes

#### **Call to Order**

Peterson-Etem called the meeting to order at 6:00 p.m.

#### **Roll Call**

|         |                                                                                                             |
|---------|-------------------------------------------------------------------------------------------------------------|
| Present | Larrin Bergman, Charter Commission; Lucas Harris, Planning Commission, Kristyn lee, Human Rights Commission |
| Absent  | Michelle Vaith, Parks, Recreation, and Forestry Commission                                                  |
| Staff   | Chase Peterson-Etem, City Clerk                                                                             |

#### **Election of Chairperson**

Commissioner Lee motioned, seconded by Harris, to nominate Bergman as the chairperson. The vote was unanimous and the motion carried.

#### **Review the Mayor and Council salary history and comparable cities**

Peterson-Etem provided an overview of the current Council Salary as well as comparable cities.

Chair Bergman stated he thinks a five percent increase would be appropriate, given inflation.

Lee questioned five percent and wondered if that was the right amount.

Harris asked if the amount of work the council does is comparable to the other cities. Peterson-Etem stated yes and noted they are also commissioners on the EDA and sit on other committees.

Chair Bergman mentioned the cost of living has increased over the last few years and noted a one-time five percent increase would help to bring them more in line with this.

The other commissioners agreed.

Commissioner Harris motioned, seconded by Lee, to increase the salary of the City Council members by 5% one time in 2025. The vote was unanimous and the motion carried.

#### **Adjourn**

Commissioner Harris motioned, seconded by Lee, to adjourn the meeting at 6:10 p.m. The vote was unanimous and the motion carried.

---

Chase Peterson-Etem, City Clerk

Member \_\_\_\_\_ moved and Member \_\_\_\_\_ seconded a motion that the following ordinance, which was given its first reading on December 17, 2024, be given its second reading on this \_\_\_\_\_ day of \_\_\_\_\_, 2025, and that it be adopted.

**ORDINANCE NO. 25-**

**AN ORDINANCE AMENDING SECTION 205 OF THE CITY CODE  
SALARIES OF ELECTED OFFICIALS**

**THE CITY COUNCIL OF THE CITY OF ROBBINSDALE DOES ORDAIN THAT:**

- 1) Section 205 of the City Code is hereby amended with the following language to be removed shown by ~~strikeout~~ and new language added shown in **bold and underlined**:

205.01. Council salaries.

Subdivision 1. Mayor

~~The salary of the mayor is \$10,354 per annum effective January 1, 2016 and \$10,561 per annum effective January 1, 2018. The salary of the mayor is \$10,825 per annum effective January 1, 2019 and \$11,095~~ **\$11,941 per annum** effective January 1, 2020 **2025**.

205.03. Councilmembers.

~~The salary of each member of the council is \$8,259 per annum effective January 1, 2016 and \$8,424 per annum effective January 1, 2018. The salary of each member of the council is \$8,634 per annum effective January 1, 2019 and \$8,850~~ **\$9,525** per annum effective January 1, 2020 **2025**.

- 2) The following summary clearly informs the public of the intent and effect of the ordinance and is approved for publication:

The purpose of this ordinance is to adjust the annual salaries for the Mayor and Councilmembers for the years 2025 and 2026 as recommended by the Council Salary Review Committee.

First Reading: YEAS:  
NAYS:

Second Reading: YEAS:  
NAYS:

PASSED AND ADOPTED BY THE CITY COUNCIL ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2025

\_\_\_\_\_  
Bradley Sutton, Mayor

Attest:

\_\_\_\_\_  
Chase Peterson-Etem, City Clerk

TO: Mayor and City Council

PREPARED BY: Heather Rand, Community Development Director

APPROVED BY: Tim Sandvik, City Manager

DATE: December 17, 2024

RE: First Reading of Ordinance Amendment to Section 515.07 Subdivision 4 on Conditional Uses in R-B, Allowing Private Utility Buildings

---

**Background:**

At the December 3, 2024, City Council meeting, the City Council discussed and unanimously supported a change to the city zoning code that would include "Private Utility Building" into the permitted types of business uses in a R-B (Residential Business District), that may receive a conditional use permit from the City Council.

For the purpose of formally amending the city zoning code, the first reading of an ordinance amendment is now presented. If the first reading of the ordinance amendment is approved, a second reading and final consideration by the city council of the code amendment is scheduled to be acted upon on the January 21st, 2025 city council meeting agenda.

**Analysis:**

The overarching goal of a conditional use permit (CUP) in a R-B (Residential-Business District zone) is to protect residential character as property uses transition from business uses to residential. Private utility buildings, such as a data switching station for fiber internet services, are not intensively active commercial business uses, as they do not generate high volumes of customers, vendor or employee traffic on their property. As such, staff recommends the city's zoning code for R-B, be amended to add "Private utility building" as a permitted type of commercial business use that may apply to receive a CUP from the City Council in an R-B zoning district.

On November 21, 2024, the Robbinsdale Planning Commission held a public hearing and voted unanimously to recommend City Council approve this zoning code change. On December 3rd, the Robbinsdale City Planner presented the zoning code change in great detail to the city council for consideration, and the Councilors voted unanimously to support of the text change to the zoning code. Now, for the purposes of formally considering the city zoning code amendment, the first reading of an ordinance amendment to city zoning code section 515.07, Subd. 4 Conditional uses is presented for adoption.

**Recommendation:**

Staff recommends city council hold this first reading of the ordinance that amends city zoning code Chapter V, Section 515.07, Subd. 4 Conditional uses, by adding the text **(O) Private utility building**. A second reading of the ordinance amendment is scheduled for January 21st, after proper public notification of the proposed code change is published.

**Attachments:**

1. 1st Read Ordinance Adding Private Utility Building in R-B



Member \_\_\_\_\_ moved and Member \_\_\_\_\_ seconded a motion that the following Ordinance, which was given its first reading on December 17, 2024.

ORDINANCE 24-

**AN ORDINANCE AMENDING SECTION 515.07 SUBD. 4 OF THE ZONING  
ORDINANCE ADDING PUBLIC UTILITY BUILDING IN BUSINESS- RESIDENTIAL  
DISTRICT WITH CONDITIONAL USE PERMIT**

**THE CITY COUNCIL OF THE CITY OF ROBBINSDALE DOES ORDAIN:**

- 1) That Robbinsdale's Residential-Business Conditional Use standards found in Section 515.07, Subdivision 4. Conditional uses adopted.

Is hereby amended with the following new language added shown in bold and underlined:

**(O) Private utility building**

- 2) That the following summary clearly informs the public of the intent and effect of the ordinance and is approved for publication:

**City Code CHAPTER V, Planning and Land Use Regulation Section 515.07 Subd. 4 is being amended to include (O) Private utility building, as a type of use allowed with an approved conditional use permit in a Residential-Business zoning district.**

First Reading: YEAS:  
NAYS:  
Second Reading: YEAS:  
NAYS:

**PASSED BY THE CITY COUNCIL THIS 17<sup>th</sup> DAY OF DECEMBER 2024.**

---

William A. Blonigan, Mayor

ATTEST:

---

Chase Etem-Peterson, City Clerk

TO: Mayor and City Council  
PREPARED BY: Sherry O'Donnell, Admin Support/Deputy City Clerk  
APPROVED BY: Tim Sandvik, City Manager  
DATE: December 17, 2024  
RE: 2025 License Renewals for The Birdhouse Eat & Drink

---

**Background:**

Joshua Paul Currey Dykhuis, dba The Birdhouse Eat & Drink, applied to renew licenses for on-sale intoxicating liquor, including Sunday sales, and restaurant at 4153 West Broadway.

**Analysis:**

The Police Department has not completed their annual investigation.

City code requires that gross receipts from liquor sales cannot exceed 60%. As of the writing of this memo, the CPA statement has not been received. Approval of the renewal is contingent on receiving the CPA statement before the end of the year, as well as a successful background investigation.

**Recommendation:**

By motion, approve renewal of the on-sale intoxicating liquor license, including Sunday sales, and restaurant license, subject to the City Clerk's office receiving all information needed to satisfy ordinance requirements, including CPA statement showing gross receipts from liquor sales not exceeding 60%, and a successful background investigation.

**Attachments:**

None



TO: Mayor and City Council  
PREPARED BY: Sherry O'Donnell, Admin Support/Deputy City Clerk  
APPROVED BY: Tim Sandvik, City Manager  
DATE: December 17, 2024  
RE: 2025 License Renewals for Broadway Pizza/Eagles Nest Lounge

---

**Background:**

Ronald William Eagles has applied to renew licenses for on-sale intoxicating liquor, including Sunday sales, restaurant and entertainment, at 4106 Lakeland Ave N, dba Broadway Pizza/Eagles Nest Lounge.

**Analysis:**

The Police Department has not yet finished their annual background investigation.

City code requires that gross receipts from liquor sales cannot exceed 60%. As of the writing of this memo, the CPA statement has not been received.

Approval of the renewal is contingent on receiving the CPA statement by the end of the year, as well as a successful background investigation.

**Recommendation:**

By motion, approve renewal of the on-sale intoxicating liquor license, including Sunday sales, restaurant license and entertainment license, for Ronald William Eagles, dba Broadway Pizza/Eagles Nest, subject to the City Clerk's office receiving all information needed to satisfy ordinance requirements, and a successful background investigation.

**Attachments:**

None

TO: Mayor and City Council  
PREPARED BY: Sherry O'Donnell, Admin Support/Deputy City Clerk  
APPROVED BY: Tim Sandvik, City Manager  
DATE: December 17, 2024  
RE: 2025 License Renewals for Hy-Vee, Inc.

---

**Background:**

Hy-Vee, Inc. has applied to renew the licenses for on-sale intoxicating liquor, including Sunday sales, and off-sale, at 3505 Bottineau Blvd. Other licenses applied for also, include – convenience foods (2), restaurant (1), gas pumps (1), and tobacco sales (2).

**Analysis:**

The Police Department has conducted an investigation related to the facts submitted in the liquor license applications. Based on their findings, renewal of the liquor licenses is recommended.

City code requires that gross receipts from liquor sales cannot exceed 60%. Liquor sales were 13%, as verified by their business accountant. Food sales were 87%.

All required items have been received.

**Recommendation:**

By motion, approve renewal of the on-sale intoxicating liquor, including Sunday sales, and off-sale liquor sales licenses for Hy-Vee, Inc., as well as the following licenses - convenience foods (2), restaurant (1), gas pumps (1), and tobacco sales (2).

**Attachments:**

None

TO: Mayor and City Council  
PREPARED BY: Sherry O'Donnell, Admin Support/Deputy City Clerk  
APPROVED BY: Tim Sandvik, City Manager  
DATE: December 17, 2024  
RE: 2025 License Renewals for Johnnie Mae's Lounge

---

**Background:**

Andre Cornelius Bell, dba Johnnie Mae's Lounge, applied to renew license for on-sale intoxicating liquor, including Sunday sales, at 4080 West Broadway, Suites 101-103. Renewal applications have not yet been submitted for restaurant and entertainment.

**Analysis:**

The Police Department has not finished their annual background investigation.

City code requires that gross receipts from liquor sales cannot exceed 60%. The CPA statement for 2024 has not been received.

Approval of the renewal is contingent on receiving the CPA statement by the end of the year and other required items, as well as a successful background investigation, and restaurant and entertainment license renewals.

**Recommendation:**

By motion, approve renewal of the on-sale intoxicating liquor license, including Sunday sales, for Andre Cornelius Bell, dba Johnnie Mae's Lounge, subject to the City Clerk's office receiving all information needed to satisfy ordinance requirements, including restaurant and entertainment renewal applications, and a successful background investigation.

**Attachments:**

None

TO: Mayor and City Council  
PREPARED BY: Sherry O'Donnell, Admin Support/Deputy City Clerk  
APPROVED BY: Tim Sandvik, City Manager  
DATE: December 17, 2024  
RE: 2025 License Renewals for Marna's Eatery and Lounge

---

**Background:**

Nicole Diaz, dba Marna's Eatery and Lounge, applied to renew licenses for on-sale intoxicating liquor, including Sunday sales, and restaurant license, at 4154 West Broadway.

**Analysis:**

The Police Department has not completed their annual background investigation.

City code requires that gross receipts from liquor sales cannot exceed 60%. Liquor sales for January 1, 2024-October 28, 2024, were 33% as verified by their CPA.

**Recommendation:**

By motion, approve renewal of the on-sale intoxicating liquor license, including Sunday sales, and restaurant license, for Nicole Diaz, dba Marna's Eatery and Lounge, subject to the City Clerk's office receiving all information needed to satisfy ordinance requirements, and a successful background investigation.

**Attachments:**

None



TO: Mayor and City Council  
PREPARED BY: Sherry O'Donnell, Admin Support/Deputy City Clerk  
APPROVED BY: Tim Sandvik, City Manager  
DATE: December 17, 2024  
RE: 2025 License Renewals for Nonna Rosa's

---

**Background:**

Jason Scott Lyons, dba Nonna Rosa's, applied to renew the license for on-sale intoxicating liquor, including Sunday sales, and restaurant license, at 4168 West Broadway.

**Analysis:**

The Police Department has not yet completed their annual background investigation.

City code requires that gross receipts from liquor sales cannot exceed 60%. Liquor sales did not exceed 18%, as verified by their business advisor.

**Recommendation:**

By motion, approve renewal of the on-sale intoxicating liquor, including Sunday sales, and restaurant licenses for Jason Scott Lyon's, dba Nonna Rosa's, subject to the City Clerk's office receiving applicable insurance and all other information needed to satisfy ordinance requirements.

**Attachments:**

None

TO: Mayor and City Council  
PREPARED BY: Sherry O'Donnell, Admin Support/Deputy City Clerk  
APPROVED BY: Tim Sandvik, City Manager  
DATE: December 17, 2024  
RE: 2025 License Renewals for Nouvelle Kitchen & Brewery

---

**Background:**

Soul Brothers, LLC, dba Nouvelle Kitchen & Brewery, applied to renew licenses for on-sale intoxicating liquor, including Sunday sales, brew pub (on and off sale), restaurant, and entertainment, at 4124 West Broadway.

**Analysis:**

The Police Department has not completed their annual background investigation.

City code requires that gross receipts from liquor sales cannot exceed 60%. Liquor sales did not exceed 33% as verified by their business accountant.

**Recommendation:**

By motion, approve renewal of the on-sale intoxicating liquor license, including Sunday sales, brew pub (on and off sale), restaurant and entertainment licenses for Nouvelle Kitchen & Brewery, subject to the City Clerk's office receiving all information needed to satisfy ordinance requirements, and a successful background investigation.

**Attachments:**

None



TO: Mayor and City Council  
PREPARED BY: Sherry O'Donnell, Admin Support/Deputy City Clerk  
APPROVED BY: Tim Sandvik, City Manager  
DATE: December 17, 2024  
RE: 2025 Licenses for Travail Kitchen & Amusements

---

**Background:**

Soul Brothers, LLC, dba Travail Kitchen & Amusements, applied to renew licenses for on-sale intoxicating liquor, including Sunday sales, restaurant and entertainment at 4131 West Broadway.

**Analysis:**

The Police Department has not completed their annual background investigation.

City code requires that gross receipts from liquor sales cannot exceed 60%. Liquor sales did not exceed 20% as verified by their business accountant.

**Recommendation:**

By motion, approve renewal of the on-sale intoxicating liquor license, including Sunday sales, restaurant and entertainment licenses for Soul Brothers, LLC, dba Travail Kitchen & Amusements, subject to the City Clerk's office receiving all information needed to satisfy ordinance requirements.

**Attachments:**

None

TO: Mayor and City Council  
PREPARED BY: Sherry O'Donnell, Admin Support/Deputy City Clerk  
APPROVED BY: Tim Sandvik, City Manager  
DATE: December 17, 2024  
RE: 2025 License Renewals for Wicked Wort Brewing Company

---

**Background:**

Steven Richard Carlyle, dba Wicked Wort Brewing Company, applied for on-sale intoxicating liquor, on-sale and off-sale brew pub, and Sunday sales, restaurant and entertainment licenses, at 4165 West Broadway. They have applied to renew their THC sales license also.

**Analysis:**

The Police Department has not finished the annual background investigation for the liquor license nor the THC license.

City code requires that annual gross receipts from liquor sales cannot exceed 60%. Their CPA reported that liquor sales did not exceed 13%.

**Recommendation:**

By motion, approve on-sale intoxicating liquor, on-sale and off-sale brew pub, and Sunday sales, restaurant, entertainment and THC licenses, for Steven Richard Carlyle, dba Wicked Wort Brewing Company, subject to the City Clerk's office receiving all information needed to satisfy ordinance requirements, and successful background investigations.

**Attachments:**

None



TO: Mayor and City Council  
PREPARED BY: Sherry O'Donnell, Admin Support/Deputy City Clerk  
APPROVED BY: Tim Sandvik, City Manager  
DATE: December 17, 2024  
RE: 2025 License Renewals for Robbinsdale Wine & Spirits

---

**Background:**

Christopher C. Huber, Liquor Manager, Robbinsdale Wine & Spirits, applied to renew the licenses for off-sale liquor sales, including Sunday sales, and THC product sales, at 3501 Bottineau Blvd.

**Analysis:**

The Police Department has conducted an investigation related to the facts submitted in the off-sale liquor license application. Based on their findings, renewal of the off-sale liquor license is recommended.

The background investigation for THC product sales is not yet completed.

A current certificate of insurance has been obtained to submit to the state, as required.

**Recommendation:**

By motion, approve renewal of the licenses for off-sale liquor sales, including Sunday sales, and THC product sales, for Robbinsdale Wine & Spirits, subject to a successful background investigation for the THC product sales license.

**Attachments:**

None



TO: Mayor and City Council  
PREPARED BY: Tim Sandvik, City Manager  
APPROVED BY: Tim Sandvik, City Manager  
DATE: December 17, 2024  
RE: Accept Donation from Target Corp, for \$500

---

**Background:**

Shop with a Cop event is an opportunity for all participants to break down the barriers between the community and the police with the intent of developing a better and more trusting relationship. What this program does is allow officers and youth to interact in a positive and fun way. Shop with a Cop fosters positive relationships between youth and officers in our community.

**Analysis:**

This year the Robbinsdale Police Department along with neighboring police agencies will be participating in this year's Shop with the Cop event that took place Monday December 16, 2024. During the holiday season the department chooses youth participants (Grades K-8<sup>th</sup>) who have encountered various hardships that may involve financial, family dynamic change, severe medical crisis, and more.

As a part of this long-time program, various businesses have contributed to the efforts, including this year's generous donation of \$500 from Target Corp.

**Recommendation:**

Acknowledge receipt of \$500 donation from Target Corp, to be used towards Shop With a Cop.

**Attachments:**

None



TO: Mayor and City Council  
PREPARED BY: Tim Sandvik, City Manager  
APPROVED BY: Tim Sandvik, City Manager  
DATE: December 17, 2024  
RE: Thank you - Council Member Murphy and Mayor Blonigan

---

**Background:**

Staff have prepared some materials, and will present an offer of thanks to Council Member Murhpy and Mayor Blonigan.

**Analysis:**

**Recommendation:**

**Attachments:**

1. Resolution - Regan Murphy
2. Resolution - William A. Blonigan

Member \_\_\_\_\_ moved and Member \_\_\_\_\_ seconded a motion that the following resolution be read and adopted this 17<sup>th</sup> day of December 2024.

**RESOLUTION NO.**

**A RESOLUTION RECOGNIZING AND COMMENDING REGAN MURPHY  
FOR HIS COMMUNITY SERVICE, DEDICATION, TIME, AND TALENT IN  
REPRESENTING THE CITY OF ROBBINSDALE**

**WHEREAS**, Regan Murphy has served eight years as Robbinsdale Mayor, from January 2, 2013, through January 7, 2021, AND for four years as Ward I Council Member from January 7, 2020, through January 6, 2025; and

**WHEREAS**, as a born and raised Robbinsdale resident, his desire to support the Robbinsdale community never waived; and

**WHEREAS**, his support of long-standing businesses helped to maintain the beloved downtown, AND his recruitment and retention efforts of new businesses helped establish the commerce opportunities that Robbinsdale residents and visitors have come to appreciate; and

**WHEREAS**, he never stopped participating in community events like Whiz Bang Days, City led events, and Public Safety Open Houses, AND, his support of local organizations like Scouts, the Lions Club, and various local athletic associations never ceased;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROBBINSDALE, MINNESOTA:** that the City Council recognizes and commends Regan Murphy for his outstanding and selfless community service, dedication, time, and talent in representing the City of Robbinsdale.

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 17TH DAY OF DECEMBER 2024.

---

William A. Blonigan, Mayor

ATTEST:

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Chase Peterson-Etem, City Clerk

Member \_\_\_\_\_ moved and Member \_\_\_\_\_ seconded a motion that the following resolution be read and adopted this 17<sup>th</sup> day of December 2024.

**RESOLUTION NO.**

**A RESOLUTION RECOGNIZING AND COMMENDING WILLIAM A. BLONIGAN  
FOR HIS COMMUNITY SERVICE, DEDICATION, TIME, AND TALENT IN  
REPRESENTING THE CITY OF ROBBINSDALE**

**WHEREAS**, William A. Blonigan has served 40 years as Robbinsdale Ward I Council Member, from January 6, 1981, through January 5, 2021, AND for four years as Mayor from January 7, 2021, through January 6, 2025; and

**WHEREAS**, in his capacity, he served as Mayor Pro Tem and as President of the Robbinsdale Economic Development Authority (REDA); and, served on various boards, committees, and commissions, representing the City of Robbinsdale at the local, state, and national level; and

**WHEREAS**, he oversaw and supported many City projects, including a new Police and Fire station, historic investment in parks and lakes, an awards winning Water Treatment Plant, and was a champion for the strategic planning to replace aged infrastructure; and

**WHEREAS**, his unwavering service to the community went above and beyond, as shown by his support of a Domestic Partner Registry in 2011 prior to enactment of the Minnesota Gay Marriage Amendment in 2012, his efforts towards diversity, equity, and inclusion long before it was commonplace in municipal governments, and his longtime support of sustainability as demonstrated by declaring a climate emergency and leading the creation of Robbinsdale's Energy Action Plan;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROBBINSDALE, MINNESOTA:** that the City Council recognizes and commends William A. Blonigan for his outstanding and selfless community service, dedication, time, and talent in representing the City of Robbinsdale.

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 17TH DAY OF DECEMBER 2024.

---

Aaron Wagner, Mayor Pro Tem

ATTEST:

---

Chase Peterson-Etem, City Clerk

TO: Mayor and City Council

PREPARED BY: Chase Peterson-Etem, City Clerk/Assistant to City Manager

APPROVED BY: Tim Sandvik, City Manager

DATE: December 17, 2024

RE: Currency Exchange License Renewal - SJB Enterprises dba Your Exchange

---

**Background:**

In November, the city received a renewal application letter from the Minnesota Department of Commerce for SJB Enterprises dba Your Exchange to continue operating a Currency Exchange License at 4050 Lakeland Ave. N. (Attachment 1). This type of license requires the local unit of government to approve the application, including renewal applications. State Statute also requires the city to hold a public hearing to allow comment and feedback. On December 10, 2024, the Council briefly discussed the renewal application and directed staff to move forward with the public hearing.

**Analysis:**

There have been no issues associated with this business and staff recommend approval of the application.

**Recommendation:**

1. Mayor to open the public hearing, take testimony and close the hearing.
2. Motion to approve the application for SJB Enterprises dba Your Exchange.

**Attachments:**

1. Renewal Letter

November 7, 2024

Sent via e-mail:

[Cpeterson-etem@ci.robbinsdale.mn.us](mailto:Cpeterson-etem@ci.robbinsdale.mn.us)

City of Robbinsdale

Attention: City Clerk – Chase Peterson-Etem

4100 Lakeview Avenue North

Robbinsdale, MN 55422

RE: Currency Exchange License Renewal for 2025

Dear Mr. Peterson-Etem:

The following currency exchange licensee has applied to renew their currency exchange license to operate at:

SJB Enterprises Inc d/b/a Your Exchange  
4050 Lakeland Ave North  
Robbinsdale, MN 55422  
NMLS Branch #2502441

Pursuant to Minnesota Statutes Chapter 53A.04, we are notifying your office that a complete currency exchange license renewal application has been filed with the Department of Commerce. The renewal application included the names of the officers and owners of the licensee, background checks on each of the owners and officers from the Minnesota Bureau of Criminal Apprehension, a fee schedule of all fees to be charged by the currency exchange office, a \$10,000 surety bond valid through December 31, 2025, and the \$500 renewal fee. If you wish to receive a copy of the complete currency exchange license renewal application form that was filed with this office, please call Gail Groop at 651-539-1593 or email to [gail.groop@state.mn.us](mailto:gail.groop@state.mn.us), and the renewal application form will be emailed to you.

Minnesota Statutes Chapter 53A.04 requires the Department of Commerce to submit any application for licensure as a currency exchange to the governing body of the local unit of government in which the currency exchange business is located. The law further requires the governing body to give published notice of its intention to consider the issue and shall solicit testimony from interested persons, including those in the community in which the licensee is located. If the governing body has not approved or disapproved the issue within 60 days of receipt of the application, concurrence is presumed. The governing body shall have the sole responsibility for its decision. The state shall have no responsibility for that decision. Your cooperation in forwarding this information to the proper unit within your organization is appreciated.

Your reply must be received within 60 days of receipt of this emailed letter. If you have any questions, please contact me at the telephone number or email listed below.

Warm regards,

*Melissa Knoepfler*

Melissa Knoepfler

Financial Institutions Division

651-539-1722

[melissa.knoepfler@state.mn.us](mailto:melissa.knoepfler@state.mn.us)

TO: Mayor and City Council

PREPARED BY: Sherry O'Donnell, Admin Support/Deputy City Clerk

APPROVED BY: Tim Sandvik, City Manager

DATE: December 17, 2024

RE: Public Hearing – Finds on Broadway – Consignment & Secondhand Goods Licenses – 4180 West Broadway

---

**Background:**

As required by City Code, the City Council must hold a public hearing before issuance or renewal of consignment and secondhand goods licenses. Celeste M. Shahidi, dba Finds on Broadway, applied for 2025 license renewals for 4180 West Broadway.

**Analysis:**

The applicant completed the applications and submitted all information required for the licenses. The City Planner and Building Official recommend approval. The Fire Department completed their annual inspection and recommend approval. The Police Department has not completed their annual investigation.

**Recommendation:**

1. Hold and close the public hearing.
2. Consider approval of Consignment and Secondhand Goods 2025 licenses for Celeste M. Shahidi, dba Finds on Broadway, for 4180 West Broadway, contingent on a successful background investigation.

**Attachments:**

None

TO: Mayor and City Council

PREPARED BY: Sherry O'Donnell, Admin Support/Deputy City Clerk

APPROVED BY: Tim Sandvik, City Manager

DATE: December 17, 2024

RE: Public Hearing – Fly Vintage & Vinyl, LLC – Consignment and  
Secondhand Goods Licenses – 3900 36<sup>th</sup> Avenue North

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**Background:**

As required by City Code, the City Council must hold a public hearing before issuance or renewal of consignment and secondhand goods licenses. Betsy Kay Ruppert-Kan and Daniel Sung-Tak Ruppert-Kan, dba Fly Vintage & Vinyl, LLC, applied for 2025 license renewal of their consignment and secondhand goods licenses for 3900 36<sup>th</sup> Avenue North.

**Analysis:**

The applicant completed the applications and submitted all information required for the licenses. The City Planner and Building Official recommend approval. The Fire Department completed their annual inspection and recommend approval. The Police Department has not completed their annual investigation.

**Recommendation:**

1. Hold and close the public hearing.
1. Consider approval of Consignment and Secondhand Goods 2025 licenses for Betsy Kay Ruppert-Kan and Daniel Sung-Tak Ruppert-Kan, dba Fly Vintage & Vinyl, LLC, 3900 36<sup>th</sup> Avenue North, contingent on successful background investigation.

**Attachments:**

None

TO: Mayor and City Council

PREPARED BY: Sherry O'Donnell, Admin Support/Deputy City Clerk

APPROVED BY: Tim Sandvik, City Manager

DATE: December 17, 2024

RE: Public Hearing – Pawn America – Pawnbroker & Secondhand Goods  
Licenses – 4134 West Broadway

---

**Background:**

As required by City Code, the City Council must hold a public hearing before issuance or renewal of pawnbroker and secondhand goods licenses. Pawn America Minnesota, LLC, dba Pawn America, applied for 2025 license renewals for 4134 West Broadway.

**Analysis:**

The applicant completed the application and submitted all information required for the licenses, except for the updated bond. The City Planner and Building Official recommend approval. The Fire Department final approval is pending due to some required repairs.

The Police Department completed their annual background investigation and found no issues. Approval is recommended.

**Recommendation:**

1. Hold and close the public hearing.
2. Consider approval of the 2025 Pawnbroker and Secondhand Goods licenses for Pawn America Minnesota, LLC at 4134 West Broadway, subject to the City Clerk's office receiving the updated bond, and Fire Department final approval.

**Attachments:**

None

TO: Mayor and City Council

PREPARED BY: Heather Rand, Community Development Director

APPROVED BY: Tim Sandvik, City Manager

DATE: December 17, 2024

RE: 4227 40th Ave N Violation Appeal on Zoning Code Section 410 (Banner Sign)

---

### **Background:**

On November 19, 2024, the Robbinsdale City Council considered a zoning code violation appeal put forth by Aaron McMenamy, owner of 4227 40th Ave N. Mr McMenamy was appealing a citation he had received from the city for displaying a large banner sign in a residential neighborhood (R-1). At that City Council meeting, staff presented the citation appeal application and highlighted the relevant code language. While the appealing applicant was not present at the meeting, City Council discussed the matter and voted unanimously to deny the code violation citation appeal. Shortly after the meeting, Mr. McMenamy informed city staff that he had not received written notice of the Nov 19th City Council meeting to which his appeal request was reviewed.

For the purpose of allowing the applicant the opportunity to directly address the city council on his code citation appeal, staff recommends that the matter be revisited by city council on the December 17th meeting, though the city council is not required to revisit. As such, Mr. McMenamy has been sent an email and also mailed a written letter informing him that city staff are recommending to the City Council that his appeal be revisited on December 17th, under Old Business on the meeting agenda and encouraged his attendance to this meeting. He was also informed that the decision to revisit and accept this item for reconsideration on the meeting agenda, like all agenda items, is ultimately decided by the City Council.

### **Analysis:**

To recap, in July of 2024, Robbinsdale city code enforcement staff noticed a large banner sign hanging from a residential fence at 4227 40th Ave N. The property is zoned R-1, a residential zoning district (see attachments A & B).

Robbinsdale city code does not allow for banner signs in residential zoning districts per city code 410.09, which states:

#### **Subdivision 1. Residential Districts.**

**Except as provided for in subsection 410.11 special provisions, signs may not be erected in R-1, R-2 or R-3 (residential districts).**

Further, city code in subsection 410.11, denotes specific special provisions for sign regulations and states:

#### **410.11. Special provisions.**

##### **Subdivision 12. Banners**

**Banners may be displayed in B, R-B and DD district or public right of way subject to the following conditions ...**

Staff note that this special provisions pertaining to banner signs, do not pertain to banner signs in R-1, R-2 or R-3, as banner signs are not allowed in those districts. Further, the special conditions that the code references for those business districts that do provide allow for banner signs, require advance approval by city administrative permit and require that the banner sign may not be displayed for more than 30 days without advance city council approval.

City code enforcement staff sent a code violation letter to Mr. McMenemy, requesting the banner sign be removed (see Attachment C), with relevant cites from the city's code on signage (Attachment D). On August 14th, Mr. McMenemy filed a n application for appeal of the code violation citation letter, on the grounds that city code language is vague on banner signs in residential zones, and his belief that the city code only requires administrative permits for banner signs in commercial/business districts.

On September 19th, the Robbinsdale Planning Commission held a public hearing on the appeal. After hearing from MR. McNemany and members of the public on the appeal matter, the Commission tabled action for the purpose of affording commission members more time to review all city code references to signs. The Commission also requested input from the city attorney as to if the banner sign citation violated Mr. McNemany's free speech. The Planning Commission took the appeal up for more consideration at their October 24th meeting. At this meeting, staff reported that legal counsel did not find that the enforcement by staff of the city code as it relates to the sign ordinance and large banner signs in residential neighborhoods, violates free speech. There were three Planning Commissioners present at this meeting, and they noted the sign ordinance language had some vagueness in its wording and, as such, they did not recommend the city council deny the appeal.

At the November 19th, 2024 City Council meeting, the Council voted unanimously to deny the appeal as the consensus was that the city code sign ordinance does not allow for large banner signs to be displayed in residential zoning districts. The council also suggested staff work in the coming year to update the sign ordinance language to improve clarity in code requirements.

**Recommendation:**

Staff recommend that the City Council, once again, deny the appeal request. This will allow for continued code enforcement, so that the large banner sign will be removed from a residential zoning district within the city.

**Attachments:**

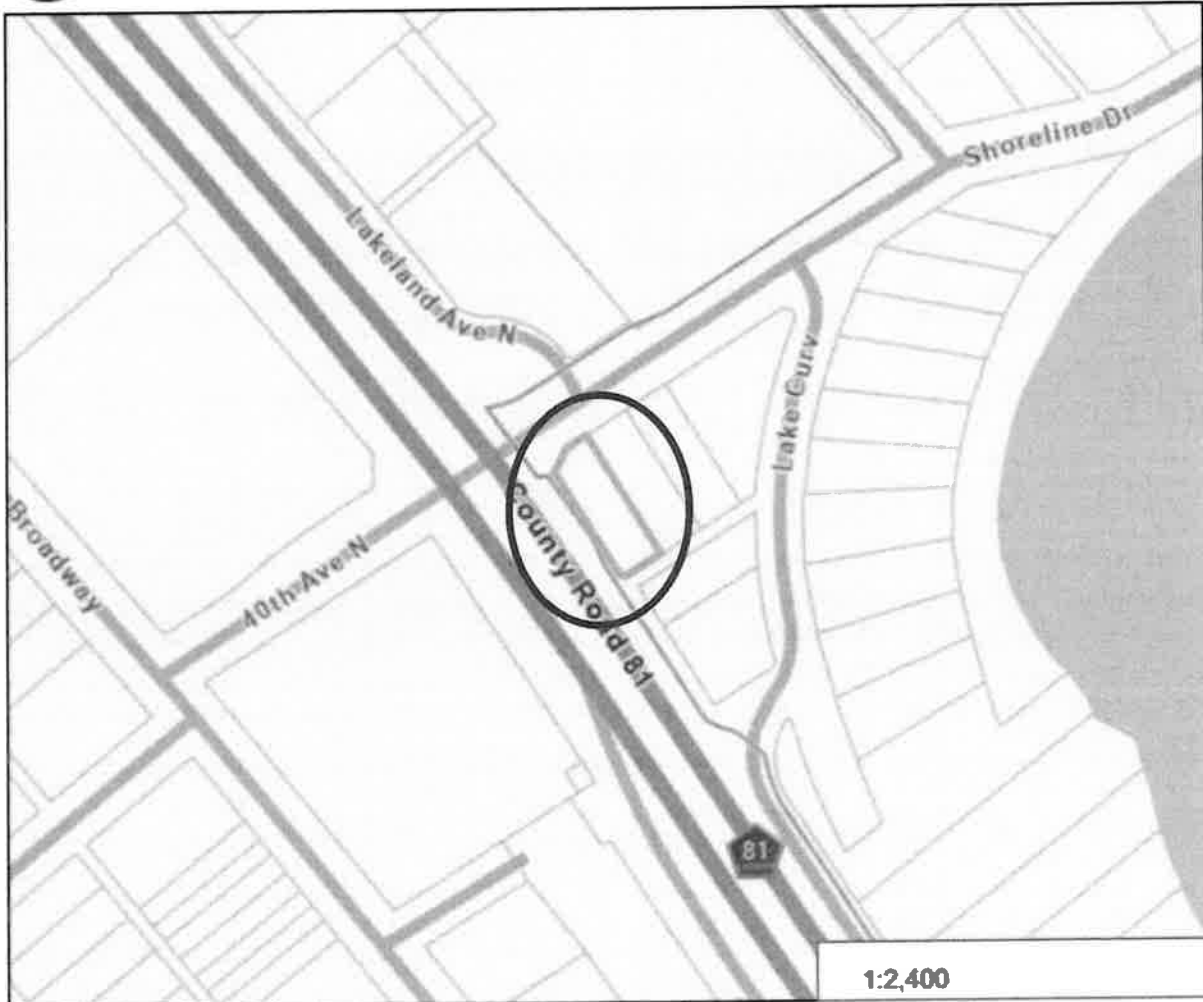
1. Attachment A
2. Attachment B
3. Attachment C
4. Attachment D

Attachment A



## Hennepin County Property Map

Date: 9/10/2024



**PARCEL ID:** 0602924140096

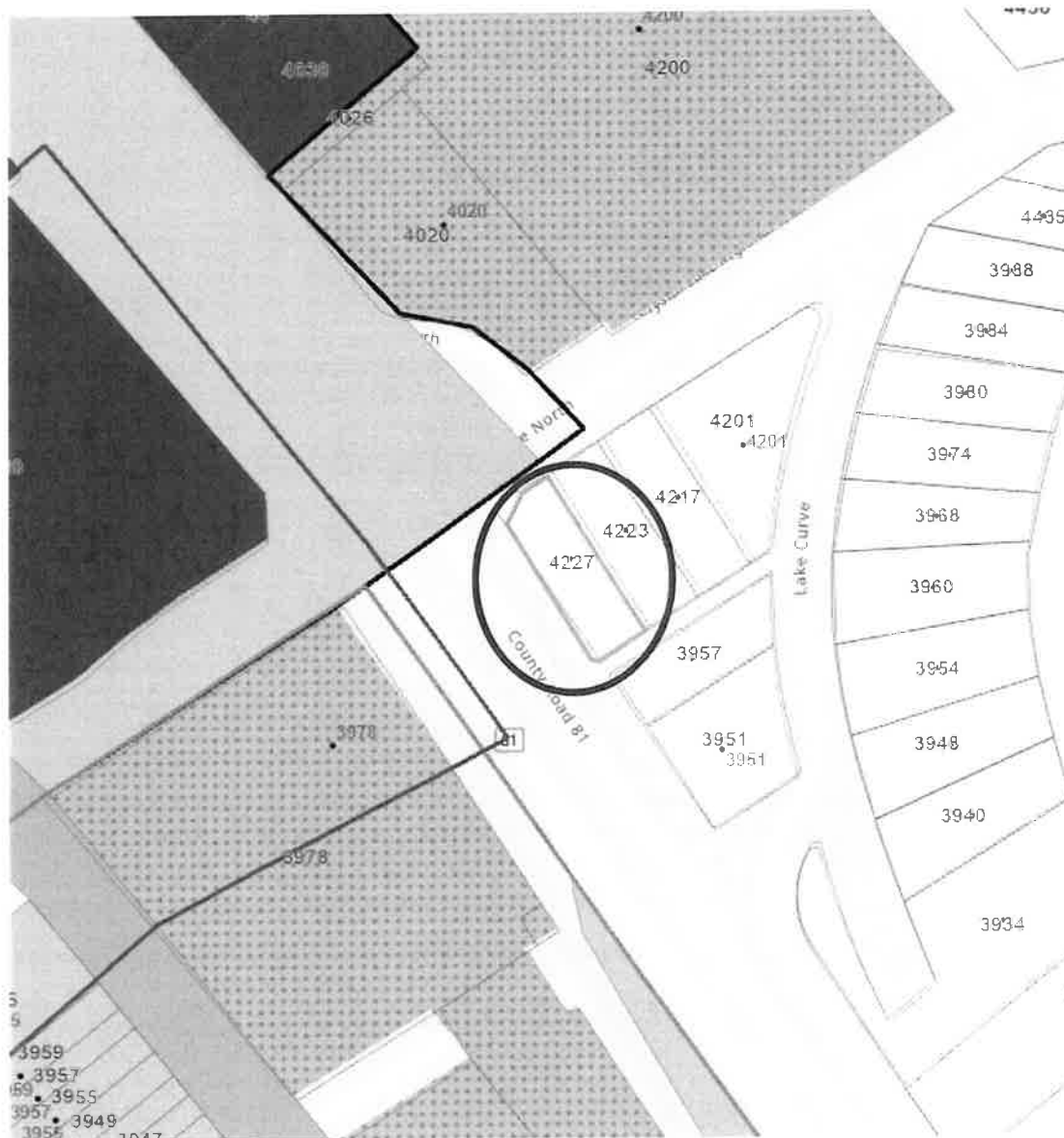
**OWNER NAME:** Aaron Mcmenamy

**PARCEL ADDRESS:** 4227 40th Ave N, Robbinsdale MN 55422

**PARCEL AREA:** 0.17 acres, 7,304 sq ft

**Comments:**

## Attachment B



-  R1 - Single Family Residential
-  R2 - Single and Two Family Residential
-  R3 - Medium Density Residential
-  RB - Residential/Business
-  PF - Public Facilities
-  B1 - Neighborhood Business
-  B2 - Limited Community Business
-  B3 - Highway Commercial
-  B4 - Community Business
-  BW - Business Warehousing
-  DD1 - Downtown District
-  DD2 - Downtown District

Attachment C

**City of Robbinsdale**



Complaint # EN24-0395

**Community Development Department – Code Enforcement Division**

4100 Lakeview Ave N, Robbinsdale, MN 55422 ♦ Phone 763-531-1269 ♦ Fax 763-531-1200 ♦ [roce@ci.robbinsdale.mn.us](mailto:roce@ci.robbinsdale.mn.us)

**FIRST NOTICE OF CITY CODE VIOLATION**

**Date:** August 02, 2024

**Premises in Violation:** 4227 40TH AVE N

**Responsible Party:** AARON MCMENAMY

**Name(s):** AARON MCMENAMY

**Address:** 4227 40TH AVE N

ROBBINSDALE, MN 55422

**An inspection of the above premises revealed violation(s) of the following Robbinsdale City Code:  
See attached photo (if applicable)**

**Uncorrected**

**410.11 SPECIAL PROVISIONS SUBD. 12. BANNERS MAY BE DISPLAYED IN ANY B, R-B OR DD DISTRICT OR PUBLIC RIGHT-OF-WAY SUBJECT TO THE FOLLOWING CONDITIONS: (ADDED, ORD. NO. 09-10)**

**Comment: You have a banner displayed on your fence toward the highway. Banners are not allowed within R-1 Zoning Districts which your property is a part of. Banners are only allowed within Business, Residential-Business or Downtown Zoning Districts. Please remove the banner from your fence to be code compliant.**

**The above violation(s) must be correct no later than: 8/16/2024**

Failure to correct the violation or to make arrangements satisfactory to the city to achieve compliance with the ordinance *may result* in a Citation Level I-V ranging from \$50 - \$400 and doubling with each citation.

If you have questions concerning these violations, or you believe there is an error regarding this violation, contact the Housing/Code Enforcement Inspector at 763-531-1269 or at [ROCE@CI.ROBBINSDALE.MN.US](mailto:ROCE@CI.ROBBINSDALE.MN.US).

Robbinsdale City Code 425.35. Appeals. Subdivision 1. Right of appeal: Any person aggrieved by a compliance order may appeal the compliance order to the City Council. Such appeals must be in writing, must specify the grounds for the appeal, must be accompanied by a filing fee in cash or cashier's check, and must be filed with the City Clerk within ten (10) business days after service of the compliance order.

City of Robbinsdale  
Housing/Code Enforcement  
[ROCE@CI.ROBBINSDALE.MN.US](mailto:ROCE@CI.ROBBINSDALE.MN.US)



## Section 410 - Signs

### 410.01. Title.

This section may be referred to as the Robbinsdale sign ordinance.

### 410.03. Purpose.

This section is adopted to protect and promote the public health, safety, and general welfare. It is the intent of this section to protect and preserve the integrity of residential areas, to reduce traffic and safety hazards, to promote an aesthetically pleasing environment, to promote equity in sign communication, and to otherwise implement the goals, objectives, and policies of the comprehensive municipal plan by the application of uniform regulations and exterior signage. It is not the intent of this section to impose content-based restrictions on signs within the city. (Amended, Ord. No. 20-12)

### 410.05. Definitions.

Subdivision 1. For the purposes of this section the terms defined in this subsection have the meanings given to them. Where a question arises regarding the definition of a term not defined herein, the definition of the term has the meaning given by the zoning code. (Appendix A)

Subd. 2. "Advertising sign" means a sign that is used to advertise business, professions, uses, products, goods, or services (including entertainment) not related to the premises at which the sign is located.

Subd. 3. "District" means a zoning district established and defined by the zoning code. (Amended, Ord. No. 20-12)

Subd. 4. "Enforcement officer" means an individual appointed by the city manager responsible for administering and enforcing this section.

Subd. 5. "Establishment" means any of the following:

- (a) A distinct business entity situated as the sole occupant of a single structure.
- (b) A distinct business entity, with a separate exterior entrance, located in a separate structure attached to other structures by common walls or facade, or attached by means of an enclosed arcade.
- (c) A distinct business entity contained within a multiple tenant structure, possessing a single, common entrance for all establishments, or
- (d) A distinct business entity contained within a single structure, not separated by walls or other physical barriers, where the business entity is made distinct by its existence as a separate leasehold, by its operation by separate entrepreneurs, or by its singularity of purpose.

Subd. 6. "Exempt sign" means a sign that is designated as being exempt from requirements of 410.09 and described in 410.11. (Added, Ord. No. 20-12)

Subd. 7. "Flashing sign" means a sign illuminated by lights that are varied in intensity or color and that is capable of rapidly changing copy or images in intervals of less than one hour; the term does not include time and temperature or electronic message center signs governed by subsection 410.07. (Amended, Ord. No. 07-07)

Subd. 8. "Exterior sign" means a sign which is erected exterior to a structure. The term does not include signs erected interior to a structure in such a manner as to be visible from the exterior.

Subd. 9. "Free-standing sign" means a stationary or portable self-supporting sign.

Subd. 10. "Ground elevation" means the average curb elevation along the street frontage upon which a free-standing sign is to be erected, or a roof or wall sign is to face.

Subd. 11. Non-conforming sign means any of the following:

- (a) Legal - means a sign lawfully in existence that does not conform with the provisions of this section; and
- (b) Illegal - means a sign that does not conform to the provisions of this section.

Subd. 12. "Message center sign" means a sign that is remotely programmable to change copy or messages, and which is equal to less than one-half of the available wall or ground sign in which it is included, and which, in no case, is larger than 25 square feet. The sign may include letters or numbers, but it cannot create the effect of movement, or change messages in intervals of less than one hour except that public transit message center signs may change messages more frequently. Examples of message center signs include signs which display scheduled worship services, events in churches, gasoline prices or movie marquees information. A message center sign's light intensity shall be limited to one-foot-candle as measured anywhere on any abutting parcel or right-of-way. (Added, Ord. No. 07-07) (Amended, Ord. 14-08)

Subd. 13. "Off-site directional sign" means a sign directing visitors to a specific property but not located on the said property. (Added, Ord. No. 01-06)

Subd. 14. "Roof sign" means a sign mounted on a building roof. A sign mounted on a roof in such a manner that it extends more than one foot below eave height or the top of a parapet wall is both a roof sign and a wall sign for the purposes of applying the provisions of subsection 410.09. (Amended, Ord. No. 07-07)

Subd. 15. "Shingle sign" means a three-dimensional sign that projects from the front of a building façade over a sidewalk, but not over a street or alley. Generally, the sign is perpendicular to the plane of the building façade. (Added, Ord. No. 07-07)

Subd. 16. "Sign" means letters, words, symbols, poster, billboard, picture, device, reading matter, or representation in the nature of an advertisement, announcement, message, or visual communication whether painted, printed, posted, affixed, digital, video, constructed, or displayed for purposes of information or communication: the term includes structural supports, uprights, bracing, and framework and architectural or graphic features that are intrinsically associated with a particular product, good, service, business, firm, corporation, or profession. (Amended, Ord. No. 07-07)

Subd. 17. "Sign area" means the physical area of a sign constituted of the face upon which the advertisement is borne. In the case of signs constituted of individual figures, symbols, or components attached directly to a building wall or other integral construction feature of a building, sign area is that area included in the smallest square or rectangular geometric figure that can be drawn to circumscribe the entire message or communication. The permitted sign area for a sign applies to the area of each individual face when a sign displays no more than two faces. When a sign displays more than two faces, the maximum area of each sign face may not exceed the amount determined by multiplying the stipulated sign area by two and dividing by the total number of sign faces proposed. (Amended, Ord. No. 07-07)

Subd. 18. "Sign face" means a separate planar or curved surface created by a sign upon which an advertisement is borne: when a sign is constituted of more than one planar surface bearing advertising, separate planar surfaces intersecting at greater than 160 degrees interior angle constitute a single face. (Amended, Ord. No. 07-07)

Subd. 19. "Teardrop banner" means a free-standing fabric banner attached to a ground mounted frame or pole that causes the banner to remain taut in the absence of wind. (Added, Ord. No. 16-11; Amended, Ord. No. 20-12)

Subd. 20. "Wall sign" means a sign that is affixed to the wall of a building, including signs attached to windows, doors, marquees, canopies, or parapet walls: a sign affixed to a wall in such a manner that it extends more than one foot above eave height or the top of a parapet wall is both a wall sign and a roof sign for the purposes of applying the provisions of section 410.09 of this section. (Amended, Ord. No. 07-07)

#### **410.07. General provisions.**

##### **Subdivision 1. Permit required.**

Except as provided in subsection 410.11 and 410.29, all exterior signs proposed to be erected in the city require a permit. The permit number and date of the permitted sign's erection must be prominently displayed on the sign structure. (Amended, Ord. No. 20-12)

##### **Subd. 2. Construction.**

A sign may not be attached to or supported by rocks, fences, trees, or utility poles. A sign may not be erected so as to interfere with utility wires or supports thereof. Signs must be constructed in conformance with the 1997 edition of the Uniform Sign Code promulgated by the International Conference of Building Officials which is adopted by reference. Electric signs must conform with the electrical code and require an electrical permit. (Amended, Ord. No. 07-07; Amended Ord. No. 20-12)

##### **Subd. 3. Motion.**

A sign may not display any moving parts. Signs, except barber poles, may not rotate. A sign may not be subject to visible movement from normal wind pressure.

##### **Subd. 4. Illumination.**

A sign may not be illuminated by flashing or intermittent lights. Electronically or electrically-controlled time and temperature signs and message centers that display changing copy by means of a lamp bank of relatively constant light intensity are exempt from this subdivision, however, such message center signs may not flash, blink, flicker or exhibit rapidly changing information, or create the effect of movement. Light from illuminated signs must be shielded to prevent direct reflection onto adjacent private property or a public right-of-way. A sign may not be illuminated in such a manner as to imitate an official traffic control device, nor may the intensity of illumination of a sign obstruct the visibility of an official traffic control device. Incandescent light bulbs utilized for illumination of signs are limited to a maximum of 20 watts per bulb when mounted on the exterior of a sign. Signs located on property abutting residential property, except time and temperature signs and public transit message center signs, may not be illuminated between the hours of 11 o'clock p.m. and six o'clock a.m. The provisions of this subdivision apply to an interior sign visible from the exterior, the provisions of subsection 410.05, subdivision 8 notwithstanding. (Amended, Ord. No. 07-01, Ord. No. 14-08)

##### **Subd. 5. Projection.**

A wall sign may not project more than 18 inches from the surface to which it is affixed. A sign, except for wall signs possessing a maximum projection of 18 inches or affixed to a canopy or marquee, may not project over public right-of-way or a public or private access route (sidewalk, etc.). A sign that projects over public right-of-way or public or private access routes must be located a minimum of eight feet above surface grade. Shingle signs are exempt from this section. (Amended, Ord. No. 07-07)

##### **Subd. 6. Height.**

A wall sign may not exceed the building eave in height. A roof sign may not be erected the top of which measures more than 30 feet in height when measured from ground elevation. A free-standing sign may not exceed 30 feet in height when measured from ground elevation.

Subd. 7. Setback and placement.

Except for traffic control or traffic directional signs, signs in the B- 1, B-2, B-3, B-4, and B-W zoning districts must be located behind the required front building setback in the district in which the premises are located. **Except for traffic control or traffic directional signs, signs in the R- 1, R-2, R-3, and R-B zoning districts must be located not closer than five feet from a property line.** A wall sign possessing a maximum projection of 18 inches will not be considered as encroachment on any required setback. A free-standing sign may not be erected within 15 feet of a street intersection, as measured from the street surfaces. No sign, except that of a governmental agency, may be erected or placed in a public right-of- way without the approval of the city council. Signs may not be placed in such a manner as to create a hazard to public health or safety, nor may a sign by reason of its placement obstruct the visibility of any traffic control device. A sign may not be placed so as to prevent free egress from or access to any door, window, or fire escape. A sign may not be affixed to any stand pipe or fire escape or be placed so as to obscure emergency equipment or information (e.g. fire extinguishers, fire hoses, first aid kits, alarms, emergency procedures, etc.), or to obstruct a fire lane. (Amended, Ord. No. 20-12)

Subd. 8. Number of faces and sign area.

A single sign may display any number of faces. The permitted sign area applies to the area of each individual face when a sign displays no more than two faces. When a sign displays more than two faces, the maximum area of each sign face may not exceed the amount determined by multiplying the stipulated sign area by two and dividing by the total number of sign faces proposed; i.e.,  $a = 2x \div y$  where "a" represents the maximum area of an individual sign face, "x" represents the maximum permitted area of the sign, and "y" represents the total number of faces proposed for a given sign.

Subd. 9. Obscene material.

A sign may not display material determined to be obscene, as defined by law.

Subd. 10. Maintenance and repair.

Signs must be properly maintained and kept in a safe state of repair. Signs must be maintained free of peeling or chipping paint or rust. A sign structure that is determined to be rotted, deteriorated, defaced, or otherwise hazardous must be repaired or replaced by the owner of the sign upon written notification by the enforcement officer.

**410.09. Zoning district provisions.**

**Subdivision 1. Residential districts.**

**Except as provided for in subsection 410.11 special provisions, signs may not be erected in the R-1, R-2, or R-3 residential zoning districts. (Amended, Ord. No. 07-07)**

**Subd. 2. Residential-business district.**

**Except as provided for in subsection 410.11 signs erected in the R-B residential district must comply with the following:**

(a) Type.

An establishment may erect wall signs or freestanding signs, or combinations thereof as regulated by clauses (b) and (c). (Amended, Ord. No. 07-07)

(b) Number.

An establishment may erect any number of wall signs provided that the total area of all wall signs erected along any one building wall may not exceed the total permitted area established by clause (c). An establishment may also erect a maximum of one free-standing sign along each building wall. For the purposes of this section building walls lying upon the same planar surface or parallel planar surfaces facing the same direction are considered one wall; and building walls lying upon separate planar surfaces but intersecting at greater than 160 degrees interior angle are considered one wall. (Amended, Ord. No. 07-07)

(c) Size.

(1) The cumulative area of wall signs erected on one building wall may not exceed 25 square feet plus one square foot of area for each additional one foot that the required sign setback is exceeded, up to a maximum of 50 square feet of sign area.

(2) The maximum size of a free-standing sign is 25 square feet of sign area plus one square foot of sign area for each additional one foot that the building wall, or street frontage, if greater, along which the sign is erected exceeds 50 feet in length, up to a maximum of 50 square feet of sign area. (Amended, Ord. No. 07-07)

(3) The total area of all signs erected upon and along an individual building wall may not exceed 75 square feet. (Amended, Ord. No. 07-07)

Subd. 3. Business districts.

Except as provided for in subsection 410.11 signs erected in the B-1, B- 2, B-3, B-4, and B-W zoning districts must comply

with the following:

(a) Type.

An establishment may erect wall signs or free-standing signs, or combinations thereof as regulated by clauses (b) and (c). (Amended, Ord. No. 07-07)

(b) Number.

An establishment may erect any number of wall signs provided that the total area of all wall signs does not exceed the total permitted area established by clause (c). An establishment may erect a maximum of one free-standing sign along each building wall. Building walls lying upon the same planar surface or parallel planar surfaces facing the same direction are considered one wall; and building walls lying upon separate planar surfaces but intersecting at greater than 160 degrees interior angle are considered one wall. (Amended, Ord. No. 07-07)

(c) Size.

(1) The cumulative area of all wall signs erected on one building wall may not exceed 50 square feet plus one square foot of area for each additional one foot that the required sign set back is exceeded, up to a maximum of 100 square feet of sign area.

(2) The maximum size of a shingle sign is six square feet and there shall be a minimum of ten feet clearance between the sign and the sidewalk. (Amended, Ord. No. 07-07)

(3) The maximum size of a free-standing sign is 50 square feet of sign area plus one square foot of sign area for each additional one foot that the building wall, or street frontage if greater, along which the sign is erected exceeds 50 feet in length, up to a maximum of 100 square feet of sign area.

(4) The total area of all signs erected upon and along an individual building wall may not exceed 150 square feet.

#### **410.11. Special provisions.**

**Subdivision 1. The signs described in this subsection are permitted in all zoning districts and are exempt from the provisions of Section 410.09. These signs remain subject to the specified restrictions noted in each subsection. (Amended, Ord. No. 20-12)**

Subd. 2. Safety, warning, and hazard signs.

Signs required by the Minnesota Occupational Safety and Health Administration (OSHA), or its federal counterpart, are exempt signs. Such signs must conform to the size and placement standards established by OSHA, or if no standards have been adopted, then the sign shall conform to size and placement specifications of the enforcement officer. Such signs are not included in the maximum number of signs allowed under subsection 410.09. (Amended, Ord. No. 20-12)

**Subd. 3. Signs of ten square feet or less in area provided that placement of such signs is limited to one such sign for each street frontage from which either a principal or service entrance to the building is provided. Such signs are not included in the maximum number of signs allowed under subsection 410.09. (Amended, Ord. No. 20-12)**

Subd. 4. Signs located within buildings or interior common space within multiple tenant structures, except for window signs regulated elsewhere in this code. (Amended, Ord. No. 20-12)

Subd. 5. Signs which are integrally attached to or part of: (Amended, Ord. No. 20-12)

(1) Waste roll-offs, dumpsters, garbage cans, portable storage units or other similar equipment owned and maintained by a commercial business for the purpose of waste collection or temporary storage; and (Added, Ord. No. 20-12)

(2) Personal property or motor vehicles such as, but not limited to, passenger vehicles, snowmobiles, all-terrain vehicles, trucks, semi-tractors and trailers, recreational vehicles, fish houses, boats, boat lifts, and trailers; and (Added, Ord. No. 20-12)

(3) Construction materials or equipment; and (Added, Ord. No. 20-12)

(4) Provided that none of these signs include off-site advertising. (Added, Ord. No. 20-12)

Subd. 6. Signs which are affixed on city owned property, which have been approved by the city council or the city manager. Such sign may include signs affixed to ballpark fences by a sponsoring entity. (Amended, Ord. 05-01; Ord. 05-09; Ord. 10-14; Ord. No. 20-12)

Subd. 7. Signs which are affixed on property owned by a county, state or federal governmental body, or a public school district, unless specifically prohibited by this section. (Amended, Ord. No. 20-12)

Subd. 8. Signs required by law. (Amended, Ord. No. 20-12)

Subd. 9. Signs erected within a public right-of-way that are approved by the appropriate governmental agency with authority over the right-of-way. (Amended, Ord. No. 20-12)

Subd. 10. Historic plaques.

Historic plaques, building names or dates, placed by recognized historical agencies, provided such signs shall not be

placed or maintained in the public right-of-way without City Council approval, shall not be illuminated, and shall not exceed ten (10) square feet in area. Such signs are exempt from the maximum number of signs allowed under subsection 410.09. (Amended, Ord. No. 20- 12)

Subd. 11. Portable signs, pennants; temporary permits.

A sign of a portable nature, pennant, teardrop banner or similar sign may not be erected in any zoning district, except by temporary permit issued by the building department as outlined in subsection 410.29. temporary permits are valid for a period not to exceed ten days. A temporary permit for a sign may not be renewed more than twice. Temporary permits for a portable sign, pennant, teardrop banner, etc. may not be issued to the same premises for the same type of sign more than three times in any 12 month period. For the purpose of this subsection a renewal constitutes a separate permit and each separate sign represents a separate permit request. Teardrop banners are not allowed in the DD-1, DD-2 or other properties within the downtown architectural design guidelines overlay district. The signs are not included in the maximum number or maximum permitted sign area allowed under subsection 410.09, but such signs are otherwise subject to all restrictions applied under that subsection. A temporary permit application must include a site plan showing the proposed location of the sign and its proximity to property lines, sidewalks, driveways and other features as needed for review by staff. A temporary sign permit request may be denied by city staff if: (Amended, Ord. Nos. 90-18, Sec. 2; 09-10; 16- 11; 20-12)

- (a) The proposed location interferes with a visibility triangle as described in Section 510.25; (Amended, Ord. No. 16-11)
- (b) The proposed sign occupies required parking or a fire lane; (Amended, Ord. No. 16-11)
- (c) The proposed sign is located in public right-of-way; or (Amended, Ord. No. 16-11)
- (d) Strong winds or other forces could bend the sign into an adjacent right-of-way. (Amended, Ord. No. 16-11)

Exceptions: A temporary sign of five square feet or less approved by the City Council for a period not exceeding ten days. Such signs may be placed on an off-site private or public location with the permission of the property owner or agency. This exemption does not apply to off-site advertising signs. (Added, Ord. No. 09-10; Amended, Ord. No. 20-12)

Subd. 12. Banners.

Banners may be displayed in any B, R-B or DD district or public right-of-way subject to the following conditions: (Added, Ord. No. 09-10)

(a) A banner(s) may be displayed on up to 30 different days annually by administrative permit provided the banner is maintained in good repair, not faded or torn. The permit and permit application must include banner locations. Permitted banners shall be attached to building walls, canopies or parapets. In no case may banners extend above a roof line. Permitted banners shall be no larger than 50 square feet. (Added, Ord. No. 09-10; Amended Ord. No. 20-12)

(b) Banners may be authorized by the City Council for a time period exceeding 30 days. (Added, Ord. No. 09-10)

(c) A banner may be displayed at an off-site location or right-of-way with approval by the City Council for a period not exceeding ten days provided: (Added, Ord. No. 09-10; Amended Ord. No. 20-12)

(1) The banners must be securely fastened to buildings, structures or fences in conformance with subdivision 13(a) of this code; (Added, Ord. No. 09-10)

(2) The banners must be individually approved for specific locations; (Added, Ord. No. 09-10)

(3) There may be no more than one banner per location; (Added, Ord. No. 09-10)

(4) Banners shall be no larger than 50 square feet; and (Added, Ord. No. 09-10)

(5) Off-premises advertising signs are not permitted. (Added, Ord. No. 20-12)

Subd. 13. Street spanning community event banners.

Community event banners may be displayed spanning the West Broadway public right-of-way between the south edge of 41<sup>st</sup> Avenue North and the north edge of 42<sup>nd</sup> Avenue North subject to the following conditions: (Added, Ord. No. 11-09)

(a) A banner promoting a noncommercial, community-wide event open to the general public may be displayed on a City-owned banner wire spanning West Broadway with approval by the City Council; and (Added, Ord. No. 11-09)

(b) Banners may only be authorized for City special events, City partnership events and "not for profit organizations" that are promoting a public event of substantial community-wide interest; and (Added, Ord. No. 11-09)

(c) All banners must conform to administrative guidelines prepared by the City Manager and adopted and amended by Council resolution including, but not limited to the following: (Added, Ord. No. 11-09)

- (1) Application process;
- (2) Banner material and size specifications;
- (3) Design and content approval process;
- (4) Scheduling and conflict resolution;

(5) Exceptions; and

(Added, Ord. No. 11-09)

(d) Cost/fees/procedures: (Added, Ord. No. 11-09)

(1) A banner application and banner policy and procedure form must be obtained from the City Clerk's office and completed by the party making the request and returned to the City Clerk's office no less than 30 days prior to the date requested to hang the banner; (Added, Ord. No. 11-09)

(2) A diagram showing the exact text and artwork for the banner must be included with the application; (Added, Ord. No. 11-09)

(3) The fee for the banner installation and any insurance requirement shall be set by Appendix B; (Added, Ord. No. 11-09)

(4) All approved banners must be delivered to the police/fire building by noon the Friday prior to the Monday hang date. Late fees shall be set by Appendix B. (Added, Ord. No. 11-09)

(5) Banners must be picked up from the police/fire building within seven days after the display week(s). The City assumes no responsibility for banners and any banners left more than one week may be discarded; and (Added, Ord. No. 11-09)

(e) City staff has the authority to refuse the placement of cross-street banners which, because of previous use, are in poor condition; and (Added, Ord. No. 11-09)

(f) City staff may remove any banner in the event that it becomes a danger to public safety, due to banner deterioration, storms, high winds, etc. (Added, Ord. No. 11-09)

(Deleted, Ord. No. 20-12)

#### **410.13. Multiple tenant structures.**

##### **Subdivision 1. General rule.**

Structures containing multiple tenants or establishments or structures connected to other structures must conform to the provisions of this subsection, in addition to the applicable district provisions contained in subsection 410.09.

##### **Subd. 2. Structures with common entrance.**

Establishments contained within a multiple tenant structure, for which a common exterior entrance for all tenants is provided, are collectively limited to the same types, numbers, and sizes of signs permitted for an establishment contained in a single tenant structure.

##### **Subd. 3. Structures connected by common walls or facade.**

Establishments contained within structures connected to other structures by means of common walls or a common facade but each possessing a separate exterior entrance, may display the same number, sizes, and types of signs that would be permitted for establishments contained within separate structures. In the case of establishments contained in shopping centers, each establishment may erect only wall signs and roof signs in conformance with the applicable district provisions. However, one free-standing sign to serve the entire center may be erected along each building wall of the shopping center. The maximum size of such free-standing sign is 50 square feet of sign area plus one square foot of sign area for each additional one foot that the building wall, or street frontage if greater, along which the sign is to be erected exceeds 50 feet in length, up to a maximum of 200 square feet of sign area. Establishments located in structures connected by common walls or a common facade shall only be permitted to have individual wall signs when all of the wall signs on the structure are consistent in design, materials and character. Individual wall signs may be placed on a sign raceway comprised of individual block letters or script, and may include a logo, located on a plane parallel to the sign raceway. Said letters and logo may be interior illuminated. Signs that do not conform to the above, must be compliant with a sign policy adopted for the shopping center that is approved by the City Council. In the case where proposed signs do not conform with the aforementioned requirements, and if the shopping center does not have an integrated sign policy that has been approved by the City Council, then each establishment's sign must be approved by the City Council. For the purpose of this section a "shopping center" means a commercial area (i) planned and developed as an integrated whole with an undivided or unsegregated parking area serving the entire center, or (ii) advertised or promoted as a shopping center. (Amended, Ord. No. 12-06)

#### **410.15. Public service facility signs.**

Signs provided in conjunction with a public service facility are exempt from the requirements of section 410.09. Public service facilities include, but are not limited to, the provision of benches and trash receptacles for public use on public or private property. The provision of signs in conjunction with such public service facility requires the approval of the city council. The city council, in approving such signs, may stipulate conditions it deems necessary to insure consistency with the purpose and intent of this section. The city council may revoke the approval of such signs for cause. The total sign area of signs placed in conjunction with any individual public service facility may not exceed a total of 12 square feet. The signs are not included in the maximum number of signs allowed under subsection 410.09. (Amended, Ord. No. 07-07)

#### **410.17. Off-site directional signs.**

Off-site directional signs surrounded predominately by R-1 and R-2 zoned property may be permitted within the city. A maximum of two sites for the installation of such an off-site sign shall be permitted provided that the site is located in the public right-of-way, or on private property immediately adjacent to a collector, arterial, or minor arterial road. Each site may contain a single or double-faced sign. Double-faced signs means two signs placed back to back on a single pole. Approval of the proposed sign(s) and its/their location(s) must be obtained from the governing transportation jurisdiction or property owner and the city. Such sign(s) shall be designed and maintained per section 841.07. No sign permit shall be required. However, a fee will be charged for installation, review and approval. City approval shall include approval of a license pursuant to section 841 of the city code. No more than two off-site directional signs are allowed for any property. (Added, Ord. No. 01-06; Amended, Ord. No. 02-11; Ord. No. 07-07; Ord. No. 20-12)

#### **410.19. Non-conforming uses.**

A legal non-conforming use may display signs in conformance with the provisions for the most restrictive district in which the use may be permitted by the zoning code.

#### **410.21. Discontinuance of uses.**

Signs must be removed by the property owner within seven days of the discontinuance of the use, establishment, produce, or service. (Amended, Ord. No. 20-12)

#### **410.23. Non-conforming signs.**

Any premises determined to be non-conforming regarding the maximum number of signs permitted to be displayed, may erect no additional signs requiring a permit under subsection 410.07 unless it first reduces the existing total number of signs on the premises by an amount equal to the number of new signs proposed for erection. (Ed. note: All non-conforming signs were to have been made conforming by December 31, 1983 or the subject of a variance after that date.) (Amended, Ord. No. 20-12)

#### **410.25. Expansion of non-conforming signs - special permit. (Added, Ord. No. 90-18, Sec. 1)**

##### **Subdivision 1. Permit.**

Notwithstanding the provisions of subsections 410.15 and 410.23, the city council may issue a special permit to permit the expansion of a non-conforming sign if it finds any of the following requirements have been satisfied: (Amended, Ord. No. 07-07)

(a) The sign for which the special permit is requested is non-conforming by reason of subsection 410.15. (Amended, Ord. No. 07-07)

(b) At the time the sign was made non-conforming it was located upon property which was then zoned community business district B-4. (Amended, Ord. No. 07-07)

(c) The proposed expansion involves only the addition of one additional sign face to the back of the existing sign. (Amended, Ord. No. 07-07)

(d) The additional sign structure shall be no larger in any dimension than the existing sign structure, and shall not extend beyond the rectangular sign face of either sign. (Amended, Ord. No. 07-07)

(e) The additional sign shall be located parallel to the existing sign and each sign shall substantially shield the back of the other from public view; or

(f) The additional sign will not be detrimental to the public health, safety or welfare, nor will it detract from the general aesthetic appearance of the area.

##### **Subd. 2. Permit fee.**

Fees are set by Appendix B.

##### **Subd. 3. Conditions.**

The city council may place conditions upon the permit which it deems to be appropriate under the circumstances.

##### **Subd. 4. Effect of special permit on non-conformity.**

The special permit is intended only to permit the expansion of a legal non-conforming sign. Following issuance of the special permit, the existing sign and its expansion will be deemed lawful. (Amended Ord. No. 20-12)

##### **Subd. 5. Other permits and licenses.**

The special permit is in addition to all other permits, licenses and approvals required under this code for the erection of signs. (Amended Ord. No. 20-12)

#### **410.27. Building addresses.**

Structures fronting upon a public or private right-of-way must at all times conspicuously display the address number of the subject premises. If the structure also abuts an alley, building numbers must also be attached in a conspicuous location to the alley side of the structure. If a garage or similar accessory building obstructs the view of the main structure from the alley, the building numbers for the structure must be placed in a conspicuous location on the garage or accessory building.

Address numbers are issued by the enforcement officer or upon the request of the owner of the subject premises. No address number may be changed except upon the order or approval of the enforcement officer. Upon notification of a change in address number for a structure, the owner thereof must immediately replace the posted address number with the correct new number. The enforcement officer must maintain a permanent, public record of all issued address numbers. Address numbers must measure a minimum of four inches in height and may not exceed one foot in height. When address numbers are proposed to exceed one foot in height, the address numbers are considered as an exterior sign subject to applicable regulations of this section. For address numbers measuring less than one foot in height no sign permit is required. (Amended Ord. No. 20-12)

#### **410.29. Sign permits.**

**Subdivision 1. Portable signs, pennants, and banners require a temporary permit as provided in subsection 410.11, subdivision 12. (Amended, Ord. No. 90-18, Sec. 3; Deleted, Ord. No. 20-12)**

The owner of a sign may change the display surface or sign face on a previously approved and erected sign or complete replacement of a sign when such change or replacement would be consistent with a previously issued sign permit or a sign considered to be a legal nonconformity and would not require compliance with applicable building codes, unless such sign has been deemed abandoned. (Added, Ord. No. 20-12)

##### **Subd. 2. Application.**

Application for a regular sign permit, special sign permit, or temporary sign permit is made to the enforcement officer upon an approved application form, accompanied by required supporting information and fees. (Amended, Ord. No. 90-18, Sec. 3)

##### **Subd. 3. Fees.**

Fees are set by Appendix B.

#### **410.31. Sign hanger license.**

##### **Subdivision 1. License required.**

A person engaged in the business or occupation of sign hanging or repair may not install, reconstruct, alter, repair, or remove an exterior sign requiring a permit without first having obtained a license.

##### **Subd. 2. License application.**

Application for a sign hanger's license is filed with the city clerk upon an approved application form, accompanied by required supporting information and fees.

##### **Subd. 3. License validity.**

Sign hanger licenses expire annually on December 31. Licenses will not be issued to a minor. Licenses are not transferable.

##### **Subd. 4. License fee.**

The annual fee for a sign hanger's license is fixed by Appendix B. A license application will not be accepted nor a license issued unless the fee is paid. The license fee may not be prorated.

##### **Subd. 5. Insurance required.**

The applicant must provide a certificate of insurance with the city with public liability insurance of not less than \$1,000,000 combined single limit issued by an insurance company authorized to do business in the state of Minnesota. Application for the license is made to the city council and the license will be granted upon proof of the applicant's qualifications conditioned upon compliance with this chapter. The annual license fee is fixed by Appendix B. Licenses expire annually on December 31. Licenses are issued by the city clerk. Licenses are not transferable. The annual license fee is paid to the city clerk at the time of filing the application. License fees may not be prorated. (Amended, Ord. No. 03-22)

#### **410.33. Variances, amendments, appeals.**

**Variances from the literal provisions of this section and appeals from administrative decisions made under this section are made pursuant to the provisions of section 535 of the zoning code (Appendix A to this code) except that amendments are approved by a majority vote of the city council.**

#### **410.35. Miscellaneous provisions.**

##### **Subdivision 1. Substitution Clause.**

The owner of any sign which is otherwise allowed by this section may substitute noncommercial copy in lieu of any other noncommercial or commercial copy. This substitution of copy may be made without any additional approval or permitting. The purpose of this provision is to prevent any inadvertent favoring of commercial speech over noncommercial speech, or favoring of any particular noncommercial message over any other noncommercial message. This provision prevails over any more specific provision to the contrary. (Added, Ord. No. 20-12)

##### **Subd. 2. Process and enforcement.**

(a) Administration: Provisions of this section shall be administered and enforced by the city manager. Their duties shall

include: (Added, Ord. No. 20-12)

- (1) Determining whether all sign permit applications comply with the terms of this section. (Added, Ord. No. 20-12)
- (2) Conducting site inspections to determine compliance with the terms of this inspection. (Added, Ord. No. 20-12)

(b) Unlawful signs.

Signs placed upon public property, or within the public right-of-way, or in violation of the terms of this section, shall be immediately determined to be abandoned under this section. Abandoned signs shall be subject to removal by the city. Upon removal, the city manager, or their designee, shall mark the date of removal of the sign and hold it for 30 days at the city's offices. The owner of the sign may collect the sign from the city's offices at any point during that time. If the sign is not retrieved within 30 days, the city may destroy the sign. (Added, Ord. No. 20-12)

(c) Violations.

- (1) Violations; separate offence.

Each day that the violation continues shall constitute a separate offense. Violations of this ordinance shall be deemed a misdemeanor and subject to legal action including, but not limited to, Administrative Penalties as described in Section 117 of the city code. (Added, Ord. No. 20-12)

**410.37. Severability.**

The provisions of this section are severable from one another. If any section, subsection, sentence, clause, or phrase of this section is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this section. The city council hereby declares that it would have adopted each section, subsection, sentence, or phrase hereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases were to be declared invalid. (Added, Ord. No. 20-12)

**410.39. Elections.**

All non-commercial signs of any size may be posted in any number from 46 days before the state primary in a state general election year until ten days following general election, and 13 weeks prior to any special election until ten days following the special election, consistent with Minnesota Statutes, section 211B.045. Sign installation shall comply with the Fair Campaign Practices Act contained in Minnesota Statutes, chapter 211B. (Added, Ord. No. 20-12)

TO: Mayor and City Council  
PREPARED BY: Tim Sandvik, City Manager  
APPROVED BY: Tim Sandvik, City Manager  
DATE: December 17, 2024  
RE: Resolution Declaring the Desire to Rename Sanborn Park

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**Background:**

Some years ago, at the urging of Mayor Blonigan, the City of Robbinsdale was the first City to join with the City of Golden Valley in the formation of Just Deeds. Just Deeds has since grown to include many local jurisdictions, all of whom aim to allow property owners to discharge racially restrictive covenants from their properties. As a part of this effort, Mayor Blonigan shared the discovery that the Sanborn Holding Company, along with others in the real estate profession, sold off dozens of properties near Sanborn Park while utilizing the practice of incorporating racially restrictive covenants.

**Analysis:**

Last fall, in concert with Human Rights Commissioners, the City Council agreed a Parks and Facilities Naming Policy should be enacted before moving forward with any name change. A draft was shared with the Parks, Rec, and Forestry (PRF) Commission, and staff ultimately made final recommendation for Council consideration. The policy was reviewed by Council, and ultimately approved in April 2024.

At the September 10, 2024 City Council Work Session, staff updated Council that the City has received two submissions. As per the policy, both submissions were reviewed by the PRF Commission and were confirmed to have met the criteria of the new policy. As a part of the new policy, the Council is required to host a Public Hearing on the applications - that took place September 17, 2024. At that meeting, Council entertained a motion and second on the application for Castile Park, but that motion did not pass. There was no action taken on the second application (Shoreline Park).

At the time of the September 17, 2024 Public Hearing, Council directed staff to bring the policy back for further discussion. Following, at the October 8, 2024 City Council Work Session, Council acknowledged the desire to increase community engagement, but asked that a resolution be considered before year-end, recognizing the consensus to rename Sanborn.

**Recommendation:**

Consider the attached resolution.

**Attachments:**

1. Resolution - Sanborn Renaming

\_\_\_\_\_ moved and Member \_\_\_\_\_ seconded a motion that the following resolution be read and adopted this 17<sup>th</sup> day of December, 2024.

RESOLUTION NO. xxxx

**A RESOLUTION CONFIRMING THE DESIRE TO RENAME SANBORN PAK  
IN THE CITY OF ROBBINSDALE**

WHEREAS, Some years ago, Mayor Blonigan began an effort to share information related to racially restrictive covenants on homeowners' deeds; and

WHEREAS, this process led to the creation of Just Deeds, which continues that inspirational work to this day; and

WHEREAS, through the process of information sharing, Mayor Blonigan discovered a high number of racially restrictive deeds related to properties formerly owned and sold by the Sanborn Holding Company; and

WHEREAS, over the last year, the City Council has established a Parks and Facilities naming policy, but desired more community input into the process; and

WHEREAS, Council agreed that the appropriate action would be to formally acknowledge the desire to rename the park, AND solicit community feedback in the near future.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROBBINSDALE, MINNESOTA: that the City Council fully supports the renaming of Sanborn Park, and the Community be involved in the process at the highest level possible.

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 17TH DAY OF DECEMBER 2024.

\_\_\_\_\_  
William A. Blonigan, Mayor

ATTEST:

\_\_\_\_\_  
Chase Peterson-Etem, City Clerk

TO: Mayor and City Council  
PREPARED BY: Tim Sandvik, City Manager  
APPROVED BY: Tim Sandvik, City Manager  
DATE: December 17, 2024  
RE: Municipal Materials Management Agreement

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**Background:**

Going back to this spring, staff began presenting materials to Council related to the current Organized Hauler contract, as it expires April 1, 2025. In Robbinsdale, refuse, recycling, organics, and yard waste are covered under organized collection.

**Analysis:**

This summer, City staff issued a Request for Proposals (RFP) for organized collection that required submissions to be due September 16th, 2024. Beyond posting in the Sun Post and on the City Website, staff sent the RFP directly to twelve (12) service providers - of those, six (6) responded with bids.

Staff formed an ad hoc committee to review submissions - for guidance, staff considered the following weights for their recommendation(s): cost 70%, customer service 15%, references (including experience in other jurisdictions) 10%, and other considerations (including efforts towards sustainability) 5%.

Throughout the process, staff have provided updates to the Council, and ultimately recommends that the City enter into an agreement with Allied Waste Services of North America, LLC dba Republic Services of the Twin Cities. Republic was able to provide very competitive pricing in their bid, provided references in neighboring communities highlighting successes, and shared a high level customer service that will be available to residents.

At the time of preparing the City Council packet, there was one language-related item being finalized between staff and each attorney's office - a version of the contract will be available at the meeting, and will be posted online.

In the coming months, staff will provide extensive communication, to ensure a successful transition on April 1, 2025.

**Recommendation:**

Authorize the Mayor and City Manager to execute a Municipal Materials Management Agreement, effective April 1, 2025, between the City of Robbinsdale, and Allied Waste Services of North America, LLC dba Republic Services of the Twin Cities.

**Attachments:**

None

TO: Mayor and City Council

PREPARED BY: Kayla Kirtz, Sustainability Coordinator

APPROVED BY: Tim Sandvik, City Manager

DATE: December 17, 2024

RE: Accept Quote for Electric Vehicle Charging Stations - Project 1020

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**Background:**

A top priority of the Robbinsdale City Council for two consecutive years has been to "continue City-wide sustainability efforts." There has been strong advocacy from the Council for providing electric vehicle (EV) charging stations for the public. The installation of private charging stations for fleet use is also critical in order to facilitate the electrification of the City's fleet vehicles. According to the Regional Indicators Initiative, greenhouse gas emissions related to transportation account for over 40% of the total emissions in Robbinsdale. Electrification of the transportation sector is an important mitigation strategy to reduce climate change-inducing greenhouse gas emissions.

Staff is therefore seeking to purchase three EV charging stations: one Level 2 charging station for use by the City fleet, and two Level 3 DC Fast Charging stations to provide as a public service. A charging station for the City fleet is necessary imminently because the Recreation Department is seeking to purchase a plug-in hybrid vehicle for their department. This charging station may also be used for future electric fleet purchases. Staff intend to install one Level 3 DC Fast Charging station at City Hall for use by City Hall guests, customers, and employees with personal electric vehicles. Staff are considering other locations for the installation of the second Level 3 charger. Staff are seeking to purchase the equipment before the end of the year, as the contractor informed that prices will increase substantially in 2025.

ChargePoint charging stations are available through State Contract # 042221-CPI.

For 2024, there is \$275,000 in the 10 Year Capital Improvement Plan for "Various Locations - EV Charging Stations" (Project 1020). Staff also intend to seek Local Climate Action Grant funds from the Minnesota Pollution Control Agency in early 2025 to partially fund the necessary electrical and accessibility upgrades needed at City Hall in order to install charging stations.

**Analysis:**

None.

**Recommendation:**

By motion, authorize the City Manager and Finance Director to issue a Purchase Order to KonecTAEV of Minneapolis, Minnesota for the purchase of two ChargePoint Express 250 DC Fast Charging Stations and one ChargePoint CPF50 Level Two Charging Station for the amount of \$106,744.50.

**Attachments:**

None





TO: Mayor and City Council  
PREPARED BY: Chase Peterson-Etem, City Clerk/Assistant to City Manager  
APPROVED BY: Tim Sandvik, City Manager  
DATE: December 17, 2024  
RE: Voucher Requests Pending Approval for Disbursement

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**Background:**

The check register dated 12/17/24 reflects the voucher requests pending approval for disbursement.

The check register dated 12/4/24 through 12/17/24 is a list of vouchers requiring payment for city funds, Deputy Registrar, liquor, and miscellaneous purchases. The payments are required prior to the next Council meeting.

**Analysis:**

None

**Recommendation:**

By motion, approve disbursement requests for the period ending 12/17/2024.

**Attachments:**

None