

AGENDA

CITIZEN PARTICIPATION

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

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

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

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

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

1. CITY COUNCIL MEETING CALLED TO ORDER
2. ROLL CALL: Blackledge, Greenberg, Parisian, Wagner, Mayor Sutton
3. MICROPHONE CHECK: Blackledge, Greenberg, Parisian, Wagner, Mayor Sutton
4. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE CITY COUNCIL ON MATTERS NOT ON THE AGENDA
5. APPROVAL OF THE FEBRUARY 18, 2025 MEETING AGENDA
6. **CONSENT AGENDA:** Pursuant to Council rules, one motion, non- debatable, will approve the recommendation noted. Any member of the Council may ask for an item to be taken from the Consent Agenda for discussion and separate action. Such items removed from the Consent Agenda shall be considered immediately following approval of the balance of the Consent Agenda:

-
- A. Approve City Council meeting minutes from October 15, 2024
 - B. Approve City Council meeting minutes from November 6, 2024
 - C. Approve City Council meeting minutes from November 19, 2024
 - D. MPCA Stormwater Resilience Implementation Grant
 - E. Approve entering into an agreement with TimeSavers for taking City Council Meeting Minutes
 - F. Quarterly Financial Information for General, Water, Sanitary Sewer, Storm Sewer , and Solid Waste
 - G. Approval of Licenses
 - H. Accept quote for purchase BS&A cloud version – City project # 8217
 - I. Approval of Credit Card Charges and Payment
7. PRESENTATIONS
- A. Annual Sustainability Update
8. PUBLIC HEARINGS
- A. None
9. OLD BUSINESS
- A. Parks Master Plan Adoption
 - B. Consider a Closed Session to Discuss the Purchase of Real Property
10. NEW BUSINESS
- A. Resolution allowing the use of electronic signatures
11. OTHER BUSINESS
- A. Voucher Requests Pending Approval for Disbursement
 - B. Schedule 2025 Goals and Top Priorities Session
 - C. Schedule a Special Work Session to review Water Tower 1 Lighting
12. ADMINISTRATIVE REPORTS
13. COUNCIL GENERAL COMMUNICATIONS
14. ADJOURNMENT

MINUTES

CITY COUNCIL MEETING CALLED TO ORDER

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

ROLL CALL

Present: Greenberg, Parisian, Wagner, Murphy, Mayor Blonigan

Absent:

Staff: Tim Sandvik, City Manager; Chase Peterson-Etem, City Clerk; Diaa Tahoun, Finance Director

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

Jonathan Hansen, 3927 Noble Ave. N., asked about meeting minutes, light pollution, and decorum at Council meetings. He also thanked the Council for their time and work on the Blue Line Extension project.

APPROVAL OF THE OCTOBER 15, 2024 MEETING AGENDA

Peterson-Etem stated the addition to Other Business Item 11A and noted the current report is being added to tonight's meeting.

Member Greenberg MOVED, seconded by Murphy to approve the meeting agenda for October 15, 2024. The vote was unanimous and the motion passed.

CONSENT AGENDA

Member Murphy asked for Item N to be removed for further consideration.

Mayor Blongian asked for Items D, E, and F to be removed for further consideration.

Member Murphy MOVED, seconded by Parisian to approve the consent agenda. The vote was unanimous and the motion passed.

- A. Approve City Council meeting minutes from August 5, 2024
- B. Approve City Council Work Session meeting minutes from August 14, 2024
- C. Receiving of Parks, Recreation and Forestry Commission Meeting from Sept 24
- D. Hennepin County Sports Equipment Grant: Girls Fast Pitch Softball

Mayor Blonigan wanted to pull this item from the consent agenda to acknowledge the potential grant from Hennepin County.

Mayor Blonigan MOVED, seconded by Parisian to acknowledge the submission of the grant application. The vote was unanimous and the motion passed.

- E. Hennepin County Sports Equipment Grant: Robbinsdale Recreation Dedicated Girls Sports Programs

Mayor Blonigan wanted to pull this item from the consent agenda to acknowledge the potential grant from Hennepin County.

Mayor Blonigan MOVED, seconded by Parisian to acknowledge the submission of the grant application. The vote was unanimous and the motion passed.

- F. Hennepin County Play Area Grant: Matching Grant for Sanborn Park Playground

Mayor Blonigan wanted to pull this item from the consent agenda to acknowledge the potential grant from Hennepin County.

Mayor Blonigan MOVED, seconded by Parisian to acknowledge the submission of the grant application. The vote was unanimous and the motion passed.

- G. Accept Quote for Replacement Pickup Truck and Associated Equipment - City Project 8163

- H. Deputy Registrar's Monthly Financial Statements

- I. Robbinsdale Wine & Spirits' Monthly Financial Statements

- J. Approval of Licenses

- K. Approval of Credit Card Charges and Payment

- L. Joint Powers Agreement for the Establishment and Continued Operation of the Shingle Creek Watershed Management Commission

- M. Accept Getac Video Settlement

- N. Joint Powers Agreement (JPA) between Hennepin County and City of Robbinsdale and Three Rivers Park District

Member Murphy asked how many years the city has been doing this partnership and why they are partnering with Three Rivers Park District. Sandvik noted this is the second year of this specific agreement with Three Rivers Park District and that this partnership works well for all parties involved as Robbinsdale doesn't have a need for a full time person for this type of position.

Member Murphy asked if this person could give a presentation to the Council and provide updates to the work they're doing.

Member Murphy MOVED, seconded by Greenberg to Authorize the Mayor and City Manager to execute the Joint Powers Agreement between Hennepin County and City of Robbinsdale and Three Rivers Park District. The vote was unanimous and the motion passed.

PRESENTATIONS

- A. 2024 Position Classification and Compensation Study - Leah Davis, Abdo

Tim introduced the item and noted this was built into the 2024 budget. He thanked staff for their time working on this and noted Leah Davis from Abdo is here to go over the study.

Leah Davis, Abdo, stated she leads the Human Resources and Payroll consulting team at Abdo and provided a

background on her experience. She provided information on project overview, goals and underlying assumptions, analysis process and methodology, and compensation plan highlights.

Mayor Blonigan asked them to consider including the City of St. Anthony if they do future studies like this.

Member Parisian asked about unions and how negotiations would affect the implementation timeline. Sandvik noted retroactive pay could be implemented.

Member Greenberg asked for clarification on the steps versus grades. Davis noted grades are assigned based on the position and where it's at in the market.

Mayor Blonigan asked about the pay equity compliance reports and if there was anything to be aware of. Davis noted the state is looking for inequitable pay for women and similar positions. She noted the current plan and the proposed plan are both compliant.

Member Wagner asked about exempt versus non-exempt positions and if there is a specific grade where a position becomes exempt. Davis stated all positions should default to non-exempt, unless they meet certain criteria. She noted they have sent suggested changes to staff to look over but could further consult an attorney. Davis also noted the grade does not determine the exemption.

Member Wagner asked how the grades are determined. Davis noted each position is given a score which measures job impact, then they look at market data to determine where each grade should be, noting the number of positions in each grade can be different and the number of points in each grade.

Mayor Blonigan asked how many studies Abdo has done. Davis stated they do around 10-15 per year.

Member Parisian asked about implementation and a communication plan for navigating the changes. Davis stated they make sure staff is prepared to help explain the process and how determinations happened. Sandvik noted that city staff and leadership have been involved with updating job descriptions and have worked with Abdo on best practices for implementation.

Member Wagner MOVED, seconded by Parisian to adopt the attached 2024 Compensation Report, and direct the City Manager to implement.

Member Greenberg asked if this was included in the budget for 2025. Sandvik noted there is a projected surplus, and they would use some of those funds to help implement this. He noted union negotiations would determine exact budget needs and that the Council may need to see how everything would work with the proposed levy.

The vote was unanimous and the motion passed.

PUBLIC HEARINGS

A. Public Hearing and Adoption of Assessment Roll for Unpaid Administrative Penalties

Tahoun introduced the item and noted that unpaid administrative penalties may be assessed to property owners through their property taxes. He noted all residences in violation have been notified.

Mayor Blonigan opened the public hearing.

No one spoke.

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

Member Wagner asked what administrative citations could be and why there are some from 2022 and 2023. Sandvik stated these are largely related to code enforcement, such as long grass or dilapidated buildings. He noted there are some issues that get carried over, especially if they are trying to work with property owners.

Member Greenberg asked what happens after the Council approves this assessment. Sandvik noted these citations would have received a number of notifications and additional correspondents are sent with the assessment role and noted folks would still have until November 15, 2024, to make payments.

Member Wagner MOVED, seconded by Greenberg to approve Resolution 8119, A Resolution adopting the assessment role for unpaid administrative penalties. The vote was unanimous and the motion passed.

B. Public Hearing and Adoption of Assessment Roll for Emergency Water and Sewer Repairs

Tahoun introduced the item and noted there is only one property for this assessment, noting they would have until November 15, 2024, to pay without interest added. He noted this was requested by the property owner.

Mayor Blonigan opened the public hearing.

No one spoke.

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

Member Parisian MOVED, seconded by Greenberg to adopt Resolution No. 8120, "A RESOLUTION ADOPTING THE ASSESSMENT ROLL FOR EMERGENCY WATER AND SEWER REPAIRS." The vote was unanimous and the motion passed.

C. Public Hearing and Adoption of Assessment Roll for Delinquent Utilities

Tahoun provided an overview of the item and stated this public hearing and resolution is for delinquent utilities, noting the overall number includes the administrative fee. He indicated people would have until November 15, 2024, to submit payments to the city to avoid the fees being added to their property taxes.

Mayor Blonigan noted property owner names were not included on the report, and that often he would see this number decrease before the public hearing. Sandvik noted the process of including names on the report stopped a few years ago, but that the Council could discuss putting those back on. He also noted he didn't have the current year's numbers for other cities' delinquent utility assessments.

Mayor Blonigan asked for statistics on how many of these are still outstanding from years past and what those numbers look like. Sandvik noted staff could look into that, and in an ideal world the city wouldn't have to assess any of these fees.

Mayor Blonigan opened the public hearing.

Deb Houland, 3133 Grimes Ave. N., noted she was a renter and that when she moved in last year, there was already a balance on the utility bill. She noted she has paid all her utility bills since she moved in, and wondered what would happen to that balance. Sandvik stated staff would need to look into her individual account and encouraged her to talk with our utility billing department.

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

Member Murphy MOVED, seconded by Greenberg to adopt Resolution No. 8121 "A RESOLUTION ADOPTING THE ASSESSMENT ROLL FOR DELINQUENT UTILITIES."

The Council agreed they would like more information on other cities' delinquent utility amounts as well as renter versus homeowner assessments.

Member Greenberg asked about monthly utility bills instead of every other month. Sandvik stated monthly billing would increase staff time, but noted people could make payments towards utility bills any time throughout the year, and could make payments on a monthly schedule, even though they are billed every other month.

The vote was unanimous and the motion passed.

OLD BUSINESS

A. Suspend Parks and Facilities Naming Policy

Sandvik briefly introduced this item, providing background about the creation of the policy and noted previous discussions about the policy itself and submissions that were presented to the Council for Renaming Sanborn Park. He stated the Council provided direction to staff to revamp the Parks and Facilities Naming Policy, and staff is recommending the suspension of the policy and accepting naming submissions, until that policy has been updated.

Member Greenberg noted something they discussed at the last Work Session was to include language in the policy about not naming parks after people. Mayor Blonigan noted other cities have also gone the route of not naming parks after people.

Member Wagner stated if language is added about not naming parks after people, there should also be information included about how we will address parks currently named after people. He stated they made a good effort in trying to create a policy around this, and although it wasn't exactly right the first time, the Council is still working on it and has every intention of renaming Sanborn Park.

Member Parisian acknowledged the work that went into creating the policy, and noted suspending it does not diminish that work. She mentioned she wasn't sure about removing the naming of parks after people from the policy, noting the many people who attended the public hearing were in support of naming a park after a person. She also noted that removing that option could seem reactive and harmful, in some cases, especially given the route as to why people wanted to rename Sanborn Park.

Member Greenberg noted allowing parks to be named after people could force a decision to be based on the merits of people, which could also be problematic.

Mayor Blonigan asked about the current applications and if this would be used as the response to those. Sandvik stated that the hope a policy can be developed with the 90-day response time and the Council could discuss the current applications. He noted both the current applicants have been informed of what is happening with the policy.

Mayor Blonigan noted he would like to see a new policy created within the 90-day time period and wanted to see what policies look like in other communities. He stated more community engagement should also be done.

Member Murphy MOVED, seconded by Greenberg to adopt Resolution No. 8122 "A RESOLUTION SUSPENDING THE PARKS NAMING POLICY AS ADOPTED APRIL 16, 2024, FOR THE CITY OF

ROBBINSDALE." The vote was unanimous and the motion passed.

OTHER BUSINESS

A. Voucher Requests Pending Approval for Disbursement

Member Murphy MOVED, seconded by Wagner to approve the voucher disbursement requestks. The vote was unanimous and the motion passed.

ADMINISTRATIVE REPORTS

Sandvik thanked all who attended and volunteered at the Birdtown Boo Bash. He noted the historic Robbinsdale Library has an anniversary coming up and will turn 100 years old in 2026, and as part of that process a new sign was erected. He noted the Police Department will again hold a winter coat drive and coats can be dropped off at the Police Department, City Hall, and at several other events.

Peterson-Etem noted early voting continues to take place at Robbinsdale City Hall and information for those days and times can be found on the city website. He also noted direct balloting starts on Friday. Member Blonigan asked how the machines are protected. Peterson-Etem noted the direct balloting machine is locked up each night, and during the day staff will assist residents into the Council Chambers where they can insert their ballot directly into the ballot counter. He also stated each ballot counter is tested multiple times and security is a high priority.

COUNCIL GENERAL COMMUNICATIONS

Member Greenberg mentioned a new business in Robbinsdale, Cocoa Flake, which is a chocolate shop and was featured in the Star Tribune.

Member Parisian encouraged all to vote early, or on election day, November 5, 2024.

Member Wagner also encouraged people to vote and wished all a Happy Halloween.

Member Murphy reminded folks that Near Food Shelf is open and accepts cash donations as well as non-perishables.

Mayor Blonigan noted yesterday was Indigenous People's Day and acknowledged the tribes that occupied this land in the past. He also wished all a Happy Halloween.

ADJOURNMENT

Member Murphy MOVED, seconded by Parisian to adjourn the meeting at 8:45 p.m. The vote was unanimous and the motion passed.

Chase Peterson-Etem, City Clerk

Bradley Sutton, Mayor

MINUTES

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, Mayor Blonigan
Absent: None
Staff: Tim Sandvik, City Manager; Richard McCoy, Public Works Director/City Engineer

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

None

APPROVAL OF THE NOVEMBER 6, 2024 MEETING AGENDA

Sandvik noted the addition of the voucher disbursement report for Other Item 11A.

Member Murphy MOVED, seconded by Parisian to approve the November 6, 2024, agenda. The vote was unanimous and the motion passed.

CONSENT AGENDA

Member Greenberg removed Item F for further consideration.

Member Murphy MOVED, seconded by Wagner to approve the consent agenda. The vote was unanimous and the motion passed.

- A. Approve City Council Work Session meeting minutes from September 10, 2024
- B. Approve City Council Special Work Session meeting minutes from October 1, 2024
- C. Receive Sustainability Committee minutes from September 18, 2024
- D. Tree Donation for Mitchell Twins
- E. Approval of Credit Card Charges and Payment
- F. MNRPF Grant Opportunity

Member Greenberg asked if we didn't receive the grant, would the program still happen. Sandvik noted this wasn't budgeted for and if it fell through, other possibilities would need to be explored for the program to continue.

Member Greenberg MOVED, seconded by Wagner to accept the grant, if awarded, and create the program. The vote was unanimous and the motion passed.

- G. Investment Report
- H. Quarterly Financial Information for General, Water, Sanitary Sewer, Storm Sewer and Solid Waste
- I. MPCA Community Resilience Planning Grant
- J. Approval of Licenses

OLD BUSINESS

- A. 41st Avenue Reconstruction Between Railroad Ave and Regent Ave (Project 44123) - Set Date for Assessment Hearing

McCoy provided an overview of the item, noting the history regarding the ordering of the work and the special assessment of the work. He stated the Council discussed the special assessment policy this past year, and it was concluded that the current special assessment policy should be continued. He stated that if approved, a public hearing would be scheduled related to the special assessment.

Member Greenberg asked if the 11 properties have been notified about the assessment. McCoy stated a letter was sent when the work was ordered indicating that if a special assessment were to happen for this project, residents would be notified. He stated communication will be sent if the assessment is approved tonight.

Mayor Blonigan asked what information would be sent. McCoy stated similar information to what was provided for the original hearings would be sent, along with potential alterations in the payment timeline and potential interest options.

Member Murphy MOVED, seconded by Greenberg to approve Resolution No. 8123 "A RESOLUTION SCHEDULING THE PUBLIC HEARING FOR THE PROPOSED ASSESSMENTS FOR SECTIONS 41ST AVENUE BETWEEN RAILROAD AND REGENT AVENUES – CITY PROJECT 44123." The vote was unanimous and the motion passed.

NEW BUSINESS

- A. 1st Reading of Ordinance Adopting Updates to Appendix B - Fee Schedule

Sandvik provided an overview of the item, noting the fee schedule is typically reviewed annually. He noted, since this is in our city code, the Council must update the fee schedule by ordinance. He briefly discussed the recommendations and stated the changes are not to increase revenue, rather to recoup costs associated with each item.

Member Parisian MOVED, seconded by Greenberg to hold the first reading of the ordinance updating the fee schedule. The vote was unanimous and the motion passed.

OTHER BUSINESS

- A. Schedule Canvassing Board Meeting

Sandvik noted the Council serves as the canvassing board for city elections and asked the Council to set the date for the required canvassing meeting.

Mayor Blonigan asked if the results tapes could be provided at the canvassing board meeting. Sandvik noted staff can provide those, among other items for the canvassing board.

Member \Murphy MOVED, seconded by Parisian to set the Canvassing Board meeting for Tuesday, November 12, 2024, at 6:45 p.m. The vote was unanimous and the motion passed.

B. Voucher Requests Pending Approval for Disbursement

Member Parisian MOVED, seconded Greenberg by to approve the Voucher Disbursement Report. The vote was unanimous and the motion passes.

ADMINISTRATIVE REPORTS

Sandvik noted several items:

- Thanked staff who have participated in the Equity, Diversity, and Inclusion training provided by Dr. Rev. Shawn Moore
- Noted the Police Chiefs Forum that was held and encouraged the community to participate in upcoming discussions
- The county assessor is working on valuations for the upcoming year, and those projections look modest
- Mentioned upcoming Council meetings
- He thanked everyone involved in helping with not only the General Election, but all elections throughout the year, and offered special thanks to the Robbinsdale staff that make the process run smoothly

COUNCIL GENERAL COMMUNICATIONS

Member Murphy thanked the election staff as well, and noted it's nice to be able to vote early.

Member Greenberg thanked all those who were involved in making the elections run smoothly and mentioned the candidates who ran for Council seats. He also noted his appreciation for those who voted for him and is excited to have a full term on the Council.

Member Parisian thanked staff and all those who helped with Elections. She also congratulated the winners of last night's election.

Member Wagner also thanked staff and election day workers. He noted that Robbinsdale will remain a place for everyone and all are welcome here. He also congratulated the local and state winners from yesterday's election.

Mayor Blonigan reiterated the Council's comments and thanked the election staff and congratulated the local winners of the election. He also asked about purchasing fuel from the City of Crystal. Sandvik noted that it would start on December 1, 2024. Mayor Blonigan noted his excitement about the solar panels on the Water Treatment Plant and stated those would be active soon. He acknowledged and thanked all the Robbinsdale staff, noting the great work they do. Lastly, he mentioned some monies the city could apply for in the future related to transit orient development.

ADJOURNMENT

Member Murphy MOVED, seconded by Greenberg to adjourn the meeting at 7:44 p.m. The vote was unanimous and the motion passed.

Chase Peterson-Item, City Clerk

Bradley Sutton, Mayor

MINUTES

CITY COUNCIL MEETING CALLED TO ORDER

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

ROLL CALL

Present: Greenberg, Parisian, Wagner, Murphy, Mayor Blonigan
Absent: None
Staff: Tim Sandvik, City Manager; Chase Peterson-Etem, City Clerk; Heather Rand, Community Development Director

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

None.

APPROVAL OF THE NOVEMBER 19, 2024 MEETING AGENDA

Peterson-Etem noted the addition of the report to item 11A.

Member Murphy MOVED, seconded by Wagner to approve the November 19, 2024, agenda. The vote was unanimous and the motion passed.

CONSENT AGENDA

Member Parisian MOVED, seconded by Wagner to approve the consent agenda. The vote was unanimous and the motion passed.

- A. Approve Canvassing Board Meeting minutes from August 16, 2024
- B. Approve City Council Meeting Minutes from August 20, 2024
- C. Accept Quote for Pickup and Equipment - City Project 8101
- D. Accept Quote for Pickup and Equipment - City Project 8162
- E. Accept Quote for Recreation Department Hybrid Vehicle - Project 8218
- F. Approval of Licenses
- G. Approve Quotes for Forestry Work
- H. Limited Use Agreement - 3501 France Avenue North

PRESENTATIONS

- A. Special Thanks - Terrance O'Brien

Sandvik noted a video that CCX made highlighting Terrance's time with Robbinsdale and played the video.

Terrance thanked the Council for the opportunity and stated he enjoyed his time.

The Council thanked Terrance and noted the great work he did for the city.

Member Greenberg MOVED, seconded by Parisian to award a Certificate of Achievement to Terrance O'Brien. The vote was unanimous and the motion passed.

PUBLIC HEARINGS

A. None

OLD BUSINESS

A. None

NEW BUSINESS

A. 4227 40th Ave N Sign Violation Appeal

Rand provided an overview of the item and detailed the various items related to this property, including background of the citation, code provisions, and previous discussion at the planning commission. She noted the City Attorney agreed with staff's interpretation of the City Code, that the banner is in violation. Rand did note that the Planning Commission recommended approval of the appeal, but staff continue to agree with the City Attorney and recommend denial of the appeal.

Mayor Blonigan asked if the appellant submitted any written testimony. Rand noted the appellant argued that the City Code doesn't specifically say banners cannot be in the R-1 zoning district.

Mayor Blonigan noted that to him that it was clear that banners aren't permitted in this zoning district. He continued that he agrees with staff and the City Attorney and there is no ambiguity.

Member Parisian stated she agrees with staff's recommendation and didn't see the ambiguity.

Member Murphy stated he thinks applying the current code should be used in this case but noted the City Code could be updated to more specifically address this issue in the future. Rand noted she is in agreement that parts of the Zoning and City Code, could be updated and she will be working on that in the coming year.

Member Greenberg asked what aspect of the City Code does the Planning Commission think is vague. Rand noted some of them felt there was language that allowed special provisions and that wasn't clear and needed to be updated.

Member Wagner agreed with staff and thought it was clear this appeal should be denied.

Member Murphy MOVED, seconded by Wagner to approve the denial of this appeal and direct staff to look at City Code updates. The vote was unanimous and the motion passed.

B. 3505 Bottineau Blvd Prelim Plat Lot Subdivision

Rand presented this item, noting this is the Hy-Vee location and provided background on the property and the application request for the subdivision. She noted staff doesn't see this as a controversial item and that it could

help clean up some of the plat information. She stated the city Engineering department reviewed this application, as well as Hennepin County.

Mayor Blonigan asked how the plats would be cleaned up. Rand noted legal descriptions and that if the Council approves this preliminary hearing, more detail will be provided when the final plat is approved.

Member Wagner asked if the TIF that was provided for this project will need to be looked into. Sandvik noted the city pooled all TIF and this would be treated the same as any other transfer or sale of property.

Member Murphy asked if we had any grounds for denial of this, noting his concern for operations of the convenience store. Rand stated she didn't feel as though there were any valid reasons.

Member Greenberg asked about opportunities for improved experience by splitting the plat. Rand suggested those concerns should be directed to Hy-Vee Management and Operations and noted they could be asked to be present at the final plat meeting.

Member Murphy MOVED, seconded by Greenberg to approve the preliminary plat lot subdivision.

Member Wagner and Mayor Blonigan agreed with Members Murphy and Greenberg and wanted to make sure land and operational use were taken into consideration.

Sandvik noted TIF agreements stay with the property.

The vote was unanimous and the motion passed.

C. 2025 Levy and General Fund Budget

Sandvik noted this is not an actionable item for tonight, rather staff is looking for direction from the Council. He provided a brief update noting past discussions and reminded the Council that the preliminary levy was set at ten percent, which cannot be exceeded by the final levy, but could be reduced if desired. He also noted the city's investment portfolio and indicated they would continue to conservatively invest at a sustainable rate and that they have had gains. He stated potential ways the Council could reduce the levy, including adjustments to requested positions and other supplements, indicating a formal budget including these adjustments would be presented to the Council on December 3.

Member Greenberg asked about negative feedback on the preliminary levy. Sandvik stated he had not received any negative feedback but has had thoughtful questions related to the communication that has been sent out.

Member Wagner stated he liked the options Sandvik noted to reduce the levy to eight percent and feels good about it.

Member Parisian agreed with Member Wagner and appreciated the diversification in how staff plans to reduce the levy to eight percent.

Mayor Blonigan asked staff to look at the purchase of a vehicle to see if there could be any cost saving there. He also recognized the good work staff has done to get to this budget.

Member Murphy asked about state mandates and if our legislators could look into potential funding sources for those required mandates to help reduce the cost burden on the city, as well as asking our legislators to look into bond funding for projects, such as infrastructure or city buildings. He also noted previous discussion on consideration of a local sales tax, that could act as a revenue source for the city. Sandvik noted a study is currently being conducted about local sales tax and mentioned discussions around items they plan to discuss with legislators in the upcoming year.

Sandvik noted staff will prepare a detailed budget for the December 3 meeting, with a proposed eight percent final levy.

OTHER BUSINESS

A. Voucher Requests Pending Approval for Disbursement

Member Murphy MOVED, seconded by Greenberg to approve the voucher disbursement requests. The vote was unanimous and the motion passed.

ADMINISTRATIVE REPORTS

Peterson-Etem noted two upcoming events. The first is the annual Holiday Tree Lighting, taking place on December 3, at 6:00 p.m. and the second is an open house to honor Mayor Blonigan for his years of service to Robbinsdale, which will take place on December 17, at 5:00 p.m. He also acknowledged and thanked all the workers who helped the General Election run smoothly and their dedication to the City.

Sandvik stated the City Band will perform on Thursday, Dec. 5, at 7:30 p.m. at the City of Crystal Community Center and the tri-city Santa Parade will take place on Saturday, December 7. He noted in conjunction with city events there will be a coat drive drop off at the public safety building and city hall, and a nonperishable food drive is happening at city hall as well.

COUNCIL GENERAL COMMUNICATIONS

Member Greenberg wished all a Happy Thanksgiving and noted Saturday November 30, is Small Business Saturday and encouraged people to support our small businesses. He also thanked staff for their work on the budget and on the election.

Member Parisian commented on the new AV set up in the Chambers and thanked staff involved in making that happen. She also wished all a Happy Thanksgiving.

Member Wagner wished all a Happy Thanksgiving and echoed the other comments of the Council.

Member Murphy also mentioned the upgrades to the AV system in the chambers, noting increased efficiency. He also thanked City Clerk, Peterson-Etem for the four elections that took place throughout the year and thanked him for everything he does.

Mayor Blonigan also wished all a Happy Thanksgiving and agreed with the comments from the rest of the Council.

ADJOURNMENT

Member Greenberg MOVED, seconded by Parisian to adjourn the meeting at 8:32 p.m. The vote was unanimous and the motion passed.

Chase Peterson-Etem, City Clerk

Bradley Sutton, Mayor

TO: Mayor and City Council
PREPARED BY: Kayla Kirtz, Sustainability Coordinator
APPROVED BY: Tim Sandvik, City Manager
DATE: February 18, 2025
RE: MPCA Stormwater Resilience Implementation Grant

Background:

The Minnesota Pollution Control Agency (MPCA) is soliciting project proposals to distribute \$35 million to communities for projects to prepare local stormwater infrastructure for the impacts of climate change. These projects are specifically meant to address water quantity and prevent localized flooding. Project examples include the construction of stormwater conveyance system improvements, such as larger pipes, impervious surface reduction, and rain gardens and other bioretention features. The maximum possible grant award is \$5,000,000 per project. The match requirement is 10% of the grant amount, either cash or in-kind. Grant applications are due no later than Thursday, February 27, 2025.

Analysis:

Project #379 in the Robbinsdale Capital Improvement Plan plans for major reconstruction of Shoreline Drive and Chowen Avenue between County Road 81 and 43rd Avenue. This work is estimated to begin in late summer 2025. Additional work as part of this project includes the replacement of stormwater infrastructure and the relocation and replacement of trunk storm sewer pipes through Sanborn Park. These upgrades are imperative to handle the increased stormwater needs of the area. This is an eligible project cost for the MPCA Stormwater Resilience Implementation grant, and City Engineers estimate that the stormwater portion of the project in Sanborn Park alone could cost \$3 million. The project will also include the adjustment of street grades making sidewalks and trails ADA compliant, the installation of a roundabout at Shoreline Drive and Chowen Avenue, painting of designated pedestrian crosswalks, and installation of a shared-use bicycle and pedestrian trail on the northside of Shoreline Drive. Staff also intend to add additional rain gardens and native plantings throughout Sanborn Park where feasible to bolster the project even further. These infrastructure improvements and traffic calming measures will all contribute to a more resilient Robbinsdale, and staff are seeking external funding to diminish some of the project cost burden on tax-paying residents. The CIP allocates over \$5 million dollars over the next two years for this project. Staff intend to apply for a Stormwater Resilience Implementation grant from the MPCA for \$3 million to support the infrastructure work within Sanborn Park.

Recommendation:

Motion to approve the submission of a Minnesota Pollution Control Agency Implementation Grant for Stormwater Resilience.

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: February 18, 2025

RE: Approve entering into an agreement with TimeSavers for taking City Council Meeting Minutes

Background:

Presently, the City Clerk is responsible for taking and preparing City Council meeting minutes. This task is often time-consuming and can divert resources from other critical duties. To be the most efficient and time cognizant, staff is proposing the City contract with TimeSaver Off Site Secretarial, Inc. (TOSS) to prepare meeting minutes for City Council meetings. This service ensures efficiency, timeliness, and consistency, and although a cost is associated with the service, some of that cost would be offset by savings in staff time. At this time, TOSS would only be contracted to prepare City Council minutes and would not include Work Sessions, REDA meetings, or commission meetings.

Analysis:

TOSS works with a variety of organizations, but has found a niche for providing minute services in municipalities and along with Minute Maker is responsible for providing recording services for 45 municipalities. TimeSaver designates a primary secretary for each account who is familiar with Robert's Rules of Order, meeting procedures, language use, motions, etc.

Rates: TOSS shall be paid for its services as recording secretary for each meeting with a one (1) hour minimum, the highest rate prevailing, as follows:

- a. Base Rate: One Hundred Seventy-Two and 00/100 dollars (\$172.00) for any meeting up to one (1) hour (billable time) plus Forty and 50/100 dollars (\$40.50) for each thirty (30) minutes following the first one (1) hour; **or**
- b. Unit Rate: Fifty-Five and 50/00 dollars (\$55.50) for the first hour of meeting time and Thirty-Seven and 00/100 dollars (\$37.00) for every hour after the first hour plus Seventeen and 00/100 dollars (\$17.00) for each page of draft minutes for submission to the City of Robbinsdale for their preparation of final minutes.

If approved by the Council, staff will enter into an agreement with TimeSaver for these services, which is within the City Manager's purchasing authority. This service will be annually reviewed and managed under the City Clerk's purview.

Recommendation:

Motion to approve entering into an agreement with TimeSaver Off Site Secretarial Inc. to prepare meeting minutes for City Council meetings.

Attachments:

- 1. TimeSaver Robbinsdale Proposal 2025

TimeSaver Off Site Secretarial, Inc.

January 22, 2025

Chase Peterson-Item, City Clerk/Assistant to City Manager
City of Robbinsdale
Robbinsdale City Hall
4100 Lakeview Avenue North
Robbinsdale, MN 55422

Dear Chase,

Thank you for asking *TimeSaver Off Site Secretarial, Inc.* to submit a rate proposal to prepare meeting minutes for the City of Robbinsdale. Our 2025 rates are as follows with the understanding that the highest rate prevails:

TOSS Charges. TOSS shall be paid for its services as recording secretary for each meeting with a one (1) hour minimum, the highest rate prevailing, as follows:

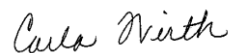
- a. Base Rate: One Hundred Seventy-Two and 00/100 dollars (\$172.00) for any meeting up to one (1) hour (billable time) plus Forty and 50/100 dollars (\$40.50) for each thirty (30) minutes following the first one (1) hour; or
- b. Unit Rate: Fifty-Five and 50/00 dollars (\$55.50) for the first hour of meeting time and Thirty-Seven and 00/100 dollars (\$37.00) for every hour after the first hour plus Seventeen and 00/100 dollars (\$17.00) for each page of draft minutes for submission to the City of Robbinsdale for their preparation of final minutes.

The above-quoted rates are based on summary-style minutes and the assumption that the body of the meeting minutes will be printed in Times New Roman 12 point (or similar), with one-inch margins (average), no header, and a one-line footer. The length of the meeting does not include the recess, if any. Draft meeting minutes will be formatted in MS Word and submitted within seven business days of the webcast being available for download.

This proposal includes a client list and several municipal references so you can talk with other city clerks about their experience with TimeSaver. Feel free to call me at 612-251-8999 if I can be of further assistance or provide additional information.

I look forward to your reply.

Sincerely,



Carla Wirth
Owner

Enclosures

TimeSaver Off Site Secretarial, Inc.

Introduction

Since 1985, *TimeSaver Off Site Secretarial, Inc.* (formerly Northern Counties Secretarial Services) has been providing a wide variety of office support services to individuals and businesses. We're word processing specialists who provide professionally prepared documents.

TimeSaver's secretarial support services are used by companies and corporations throughout the metro area. We are an economical alternative to temporary help, full-time, or part-time employees, especially for companies that do not want to invest in additional equipment, furniture, and office space.

Of special interest to municipalities and watershed districts is our recording secretarial service. *TimeSaver* has developed a special niche market for providing recording secretaries to municipalities, private corporations, and volunteer organizations. This service is especially attractive to clients who do not wish to become involved in the time-consuming process of replacing and/or retraining recording secretaries. *TimeSaver* designates a primary secretary for each account who then if needed, is able to retrain a new secretary in the future. This system has been successful because it provides the client with consistent **long-term** service without added expense in the event of employee turnover.

TimeSaver and Minute Maker are responsible for providing recording secretaries to 59 accounts, which includes 45 municipalities (Andover, Anoka, Arden Hills, Blaine, Brooklyn Center, Brooklyn Park, Champlin, Chanhassen, Chaska, Columbia Heights, Coon Rapids, Dayton, East Bethel, Eden Prairie, Edina, Forest Lake, Fridley, Lino Lakes, Little Canada, Long Lake, Maple Grove, Medina, Mendota Heights, Minnetonka, Mounds View, New Brighton, North St. Paul, Nowthen, Oak Grove, Orono, Oronoco, Osseo, Plymouth, Ramsey, Richfield, Roseville, St. Anthony, St. Francis, St. Louis Park, Shorewood, Stillwater, Vadnais Heights, Wayzata, Woodbury, and Wyoming), in addition to Achieve Services, Class C Components, Excelsior Fire District, Fogerty Ice Arena, Lake Minnetonka Conservation District, LOGIS, Lower Rum River Watershed Management Organization, Lower Minnesota River Watershed District, Nine North Communications, Parks & Trails Council of Minnesota, Quad Cities Cable Communications Commission, Ramsey Fire Board, Rice Creek Watershed District, and Upper Rum River Watershed Management Organization. *TimeSaver* has also provided recording secretaries to the cities of Centerville, Columbus, Elko New Market, Excelsior, Landfall Village, North Oaks, White Bear Lake, the Nine Mile Watershed District, Ramsey Conservation District, Ramsey-Washington Metro Watershed District, Scott Carver Dakota CAP Agency, and Three Rivers Park District on an as-needed basis. Desired minute content varies for each client, ranging from verbatim to summary.

Because of *TimeSaver's* extensive meeting-minute experience, our staff is familiar with *Robert's Rules of Order*, meeting procedures, language use, motions, etc. Our municipal clients can attest to our longevity in meeting their meeting-minute needs.

Our 39-year history of quality work reflects the value we place on our clients.

Municipal References

City of Anoka

2015 First Avenue North
Anoka, MN 55303
Amy Oehlers, Assistant City Manager
(763) 576-2700

City of Brooklyn Center

6301 Shingle Creek Parkway
Brooklyn Center, MN 55430
Barb Suciu, Assistant City Manager
(763) 569-3306

City of Champlin

11955 Champlin Drive
Champlin, MN 55316
Julie Tembreull, City Clerk
(763) 421-8100

City of Coon Rapids

11155 Robinson Drive
Coon Rapids, MN 55433
Joan Lenzmeier, City Clerk
(763) 755-2800

City of Edina

4801 West 50th Street
Edina, MN 55424
Sharon Allison, City Clerk
(952) 826-0408

City of Mendota Heights

1101 Victoria Curve
Mendota Heights, MN 55118
Cheryl Jacobson, City Clerk
(651) 255-1138

City of Orono

2750 Kelley Parkway
Orono, MN 55323
Christine Lusain, City Clerk
(952) 249-4616

City of Roseville

2660 Civic Center Drive
Roseville, MN 55113
Rebecca Olson, Assistant City Manager
(651) 792-7446

City of St. Louis Park

5005 Minnetonka Boulevard
St. Louis Park, MN 55416
Melissa Kennedy, City Clerk
(952) 928-2840

City of Wayzata

600 Rice Street E.
Wayzata, MN 55391
Kathy Leervig, City Clerk
(952) 473-0234

TO: Mayor and City Council

PREPARED BY: Daaa Tahoun, Finance Director

APPROVED BY: Tim Sandvik, City Manager

DATE: February 18, 2025

RE: Quarterly Financial Information for General, Water, Sanitary Sewer,
Storm Sewer , and Solid Waste

Background:

Attached is quarterly financial information for the General, Water, Sanitary Sewer, Storm Sewer and Solid Waste Funds for the quarter ending December 2024 prepared by the finance department. The report includes a budget and quarterly amount for 2024.

Analysis:

This is summarized information and reflects transactions that have occurred to date through the quarter. Many of the General Fund revenues are received in lump payments at various times during the years and many expenses are seasonal.

Recommendation:

Approve a motion to acknowledge the financial reports for the quarter ended December 2024.

Attachments:

1. Quarterly Financial Information for General, Water, Sanitary Sewer, Storm Sewer, and Solid Waste

City of Robbinsdale
General Fund
For Period Ending December 31, 2024
(Unaudited)

	4th Quarter 2024	Year to Date Actual	Annual Budget	Under (Over) Budget	Percent Received / Expended
Revenues					
Taxes	4,253,494	8,731,806	\$ 8,728,400	\$ (3,406)	100.0%
Business Licenses	\$	\$ 97,140	176,695	79,555	55.0%
Non-Business Licenses & Permits	148,016	462,700	395,018	(67,682)	117.1%
Intergovernmental & Grants	1,835,784	3,309,152	2,984,994	(324,158)	110.9%
General Government Fees	72,205	291,259	398,079	106,820	73.2%
Public Safety Fees	4,929	19,335	51,064	31,729	37.9%
Recreation Fees	31,530	125,115	98,242	(26,873)	127.4%
Fines & Forfeitures	10,697	158,829	186,443	27,614	85.2%
Franchise Fees	210,382	428,766	528,887	100,121	81.1%
Interest Income			152,000	152,000	
Miscellaneous Revenue	13,330	34,111	12,800	(21,311)	266.5%
Contributions From Other Funds			625,000	625,000	
Total Revenues	\$ 6,580,367	\$ 13,658,213	\$ 14,337,622	\$ 679,409	95.3%
Expenditures					
City Council	\$ 14,364	\$ 107,126	\$ 147,250	\$ 40,124	72.8%
Legal Services	30,749	77,499	113,897	36,398	68.0%
Administrative Services	197,434	565,796	606,957	41,161	93.2%
Assessing	45,506	128,627	158,794	30,167	81.0%
Financial Services	76,252	294,785	375,757	80,972	78.5%
Community Development	163,330	596,522	688,439	91,917	86.6%
Police Services	1,761,181	6,026,709	6,957,150	930,441	86.6%
Fire Services	402,472	1,122,190	1,127,975	5,785	99.5%
Recreation & Parks	185,369	678,245	767,606	89,361	88.4%
Engineering Services	207,049	750,501	902,708	152,207	83.1%
Public Works	577,092	2,261,629	2,731,874	470,245	82.8%
Human Services					
Transfer to Other Funds					
Total Expenditures	\$ 3,660,798	\$ 12,609,629	\$ 14,578,407	\$ 1,968,778	86.5%
Revenues Over (Under) Expenditures		\$ 1,048,584	\$ (240,785)	\$ 1,289,369	

City of Robbinsdale
Water Utility Fund
For Period Ending December 31, 2024
(Unaudited)

	4th Quarter 2024	Year to Date Actual	Annual Budget	Under (Over) Budget	Percent Received / Expended
Water Utility Operations					
Revenues/Other Cash Inflow					
Water Charges	\$ 1,489,183	\$ 4,498,669	\$ 4,422,265	\$ (76,404)	101.7%
Intergovernmental - Grants	800	345,347	6,000,000	5,654,653	5.8%
Interest Income		5,384	110,000	104,616	4.9%
Bond Proceeds			2,150,000	2,150,000	
Other Revenue		896	30,250	29,354	3.0%
Total Revenues	\$ 1,489,983	\$ 4,850,296	\$ 12,712,515	\$ 7,862,219	38.2%
Expenses/Other Cash Outflow					
Personal Service	\$ 155,160	\$ 553,836	\$ 533,283	\$ (20,553)	103.9%
Supplies	104,590	384,959	520,342	135,383	74.0%
Other Services & Charges	179,093	913,458	791,298	(122,160)	115.4%
Depreciation	300,000	1,200,000	1,200,000		100.0%
Capital Improvements	383,522	1,142,549	8,522,740	7,380,191	13.4%
Bond Principal		2,437,000	2,461,000	24,000	99.0%
Bond Interest		597,559	594,106	(3,453)	100.6%
Fiscal Agent Fees	275	451	592	141	76.2%
Debt Issuance cost			20,000	20,000	
Operating Transfers Out			65,000	65,000	
Total Expenses	\$ 1,122,640	\$ 7,229,812	\$ 14,708,361	\$ 7,478,549	49.2%
		<u>Increase (Decrease)</u>			
Year-to-date Revenue less Expenses		<u>\$ (2,379,516)</u>			

City of Robbinsdale
Sanitary Sewer Fund
For Period Ending December 31, 2024
(Unaudited)

	<u>4th Quarter 2024</u>	<u>Year to Date Actual</u>	<u>Annual Budget</u>	<u>Under (Over) Budget</u>	<u>Percent Received / Expended</u>
Sanitary Sewer Operations					
Revenues/Other Cash Inflow					
Sanitary Sewer Charges	\$ 1,000,586	\$ 3,183,079	\$ 3,244,297	\$ 61,218	98.1%
Interest Income		1,900	33,000	31,100	5.8%
Bond Proceeds			543,000	543,000	
Other Revenue			5,000	5,000	
Total Revenues	\$ 1,000,586	\$ 3,184,979	\$ 3,825,297	\$ 61,218	83.3%
Expenses/Other Cash Outflow					
Personal Service	\$ 53,501	\$ 176,056	\$ 221,189	\$ 45,133	79.6%
Supplies	11,392	17,601	47,835	30,234	36.8%
Other Charges & Services	524,514	1,702,750	1,648,808	(53,942)	103.3%
Depreciation	64,375	257,500	257,500		100.0%
Capital Improvements	50,867	107,984	783,990	676,006	13.8%
Bond Principal Pymts		415,000	390,000	(25,000)	106.4%
Bond Interest	421	70,132	56,336	(13,796)	124.5%
Fiscal Agent Fees/Other Interest	337	421	649	228	64.9%
Debt Issuance Cost			8,240	8,240	
Operating Transfers Out			16,000	16,000	
Total Expenses	\$ 705,407	\$ 2,747,444	\$ 3,430,547	\$ 683,103	80.1%
		<u>Increase (Decrease)</u>			
Year-to-date Revenue less Expenses		<u>\$ 437,535</u>			

City of Robbinsdale
Storm Sewer Fund
For Period Ending December 31, 2024
(Unaudited)

	<u>4th Quarter 2024</u>	<u>Year to Date Actual</u>	<u>Annual Budget</u>	<u>Under (Over) Budget</u>	<u>Percent Received / Expended</u>
Storm Sewer Operations					
Revenues/Other Cash Inflow					
Storm Sewer Charges	\$ 680,769	\$ 2,126,588	\$ 2,030,393	\$ (96,195)	104.7%
Interest Income	1,147	2,572	8,000	5,428	32.2%
Bond Proceeds	140,000	140,000	1,195,000	1,055,000	11.7%
Other Revenue/ State Aid		3,932		(3,932)	
Total Revenues	\$ 821,916	\$ 2,273,092	\$ 3,233,393	\$ 960,301	70.3%
Expenses/Other Cash Outflow					
Personal Service	\$ 59,158	\$ 160,120	\$ 198,822	\$ 38,702	80.5%
Supplies	487	49,112	144,885	95,773	33.9%
Other Charges & Services	172,491	530,636	574,705	44,069	92.3%
Depreciation	100,000	400,000	400,000		100.0%
Capital Improvements	349,564	364,867	1,533,270	1,168,403	23.8%
Bond Principal Pymts		415,000	415,000		100.0%
Bond Interest		105,303	105,303		100.0%
Fiscal Agent Fees	243	395		(395)	
Debt Issuance Cost	3,213	3,864		(3,864)	
Operating Transfers out			25,000	25,000	
Total Expenses	\$ 685,156	\$ 2,029,297	\$ 3,396,985	\$ 1,367,688	59.7%
		<u>Increase (Decrease)</u>			
Year-to-date Revenue less Expenses		<u>\$ 243,795</u>			

City of Robbinsdale
Solid Waste Fund
For Period Ending December 31, 2024
(Unaudited)

	<u>4th Quarter 2024</u>	<u>Year to Date Actual</u>	<u>Annual Budget</u>	<u>Under (Over) Budget</u>	<u>Percent Received / Expended</u>
Solid Waste Operations					
<u>Revenues/Other Cash Inflow</u>					
Solid Waste Charges	\$ 833,669	\$ 2,502,372	\$ 2,293,556	\$ (208,816)	109.1%
County Grant Revenue	44,958	77,413	68,000	(9,413)	113.8%
Interest Income			10,000	10,000	
Other Revenue	300	2,650	28,790	26,140	9.2%
Total Revenues	\$ 878,927	\$ 2,582,435	\$ 2,400,346	\$ (182,089)	107.6%
<u>Expenses/Other Cash Outflow</u>					
Personal Service		\$	\$	\$	
Supplies	589	589		(589)	
Other Charges & Services	\$ 680,966	2,091,364	2,021,541	(69,823)	103.5%
Transfer to Other Funds	200,000	200,000	200,000		100.0%
Total Expenses	\$ 881,555	\$ 2,291,953	\$ 2,221,541	\$ (70,412)	103.2%
		<u>Increase (Decrease)</u>			
Year-to-date Revenue less Expenses		<u>\$ 290,482</u>			



TO: Mayor and City Council
PREPARED BY: Chase Peterson-Etem, City Clerk/Assistant to City Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: February 18, 2025
RE: Approval of Licenses

Background:

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

Analysis:

Not applicable.

Recommendation:

By motion, approve issuance of licenses dated 2/18/2025.

Attachments:

1. Licenses

Contractor Licenses for Council Approval

<u>Name</u>	<u>Licensee Type</u>	<u>Fee Amount</u>
C & M HEATING & AIR CONDITIONING INC	Mechanical Contractor	\$50.00
DOUG LINDEN INC	Mechanical Contractor	\$50.00
HUTTON PLUMBING LLC	Plumbing Contractor	\$50.00
JAY HAWK MECHANICAL INC	Mechanical Contractor	\$50.00
JAY HAWK MECHANICAL INC	Plumbing Contractor	\$50.00
LEROY SIGNS INC.	Sign Contractor	\$50.00
MSP PLUMBING, HEATING & AIR	Mechanical Contractor	\$50.00
PLUMB RIGHT CORP	Plumbing Contractor	\$50.00
PROFESSIONAL MECHANICAL SERVICES	Plumbing Contractor	\$50.00
PROFESSIONAL MECHANICAL SERVICES	Mechanical Contractor	\$50.00
SIGNATION SIGN GROUP	Sign Contractor	\$50.00
XTREME HEATING & AIR INC	Mechanical Contractor	\$50.00

Number of Licenses Requesting Council Approval:

12

BUSINESS LICENSES FOR COUNCIL APPROVAL

02/06/2025

License Type	Applicant	License Fee
Tree/Lawn Fertilizer	ELIJAH'S TREECARE LLC	50.00
Tree/Lawn Fertilizer	MATT'S TREE SERVICE LLC	50.00
Tree/Lawn Fertilizer	CANOPY TREE HEALTH	50.00

BUSINESS LICENSES FOR COUNCIL APPROVAL

02/18/2025

License Type	Applicant	License Fee
Convenience Foods	PAPA JOHN'S PIZZA #1720	50.00

TO: Mayor and City Council
PREPARED BY: Daa Tahoun, Finance Director
APPROVED BY: Tim Sandvik, City Manager
DATE: February 18, 2025
RE: Accept quote for purchase BS&A cloud version – City project # 8217

Background:

On December 3, 2024, the City Council adopted the 2025 Budget and approved the 2025 - 2034 Capital Improvement Plan (CIP). The 2025 Adopted Budget and CIP planned for the purchase of BS&A integrated ERP software – Cloud version as a replacement for the desktop version the City has used since 2020.

Analysis:

The current version of BS&A is approaching the end of its lifecycle, necessitating a transition to the Cloud version. This upgrade will enhance the integration of various modules used by the City, improving efficiency and connectivity. Additionally, migrating to the Cloud version will generate cost savings by eliminating the need for server space currently provided by LOGIS. Given the importance of the integrated ERP, the condition of the existing version and the volatility of prices, staff recommends proceeding with the purchase of BS&A cloud version.

Recommendation:

By motion, authorize the City Manager and Finance Director to issue a Purchase Order to BS&A for the purchase BS&A cloud version in accordance with the estimate dated January 21st, 2025, for a net price of \$100,000

Attachments:

1. City of Robbinsdale Hennepin County MN-Q-00148-2025-05-16-v2 (003)
2. BSA Cloud - Board Presentation

Proposal for:
City of Robbinsdale, Hennepin County MN
January 21, 2025
Quoted by: Wilhelmina Korpi

Software and Services for BS&A Cloud Upgrade



Thank you for the opportunity to quote our software and services.

At BS&A, we are focused on delivering unparalleled service, solutions, support, and customer satisfaction. You'll see this in our literature, but it's not just a marketing strategy... it's a mindset deeply embedded in our DNA. Our goal is to provide such remarkable customer service that our customers feel compelled to remark about it.

*We are extremely proud of the many long-term customer relationships we have built. Our success is directly correlated with putting the customer first and consistently choosing to **listen**. Delivering unparalleled customer service is the foundation of our company.*

Cost Summary

Software is licensed for use only by municipality identified on the cover page. If used for additional entities or agencies, please contact BS&A for appropriate pricing. Prices subject to change if the actual count is significantly different than the estimated count. Module fees are charged annually and include unlimited support.

Upgrade - Cloud Modules – Annual Fee

Financial Management		
GL-General Ledger		\$4,225.00
AP-Account Payable		\$3,435.00
CR-Cash Receipting		\$3,865.00
AR-Account Receivables		\$3,180.00
FA-Fixed Assets		\$3,095.00
	Total	\$17,800.00
Personnel Management		
PR-Payroll		\$5,725.00
HR-Human Resources		\$3,965.00
TS-Timesheets		\$2,600.00
	Total	\$12,290.00
Community Development		
BD-Building Department		\$6,930.00
BL-Business License		\$3,265.00
	Total	\$10,195.00
Property		
SPAS-Special Assessments		\$3,265.00
	Total	\$3,265.00

BS&A Online

CD-Building		\$2,875.00
	Total	\$2,875.00

Utility Billing

Water Utility Billing		\$6,190.00
	Total	\$6,190.00

Subtotal	\$52,615.00
----------	-------------

BS&A Online - Fees for BS&A Online subscription services will be charged at the next renewal period.

Public Records Search + Online Bill Pay
With use of integrated Credit Card Processor

Upgrade Implementation**Services include:**

- Management of your upgrade by our dedicated upgrade team for a smooth shift from .NET to cloud-based software, minimizing disruption
- Project schedule aligned with your processes and needs, ensuring a seamless transition timeline
- Expedited upgrade to cloud capturing existing process to minimize demands required of client teams
- Onboarding planned around critical process dates, ensuring your team is well-prepared for effective cloud software utilization
- Central contact for streamlined communication between project leaders, developers, IT staff, and conversion resources
- Testing and implementation of existing municipal customizations prior to go-live, preserving functionality and ensuring critical components are converted
- Preliminary data conversion with attachments, mirroring final conversion for a smooth transition
- Thorough data verification for all modules, ensuring accuracy and reliability of converted data, including automated balancing
- Key module validation managed by dedicated upgrade team (vs. customer in previous methodology), including testing of parallel processes
- Migration of key custom user-based designed reports handled out-the-box, enabling seamless access to critical insights.
- As needed, transition from .NET Online Payments to cloud architecture configuration for uninterrupted payment processing.
- Automated scaffolding of users and security roles based on your previous configurations
- Conversion of approval workflows based on role-based security, maintaining established processes
- As needed, configuration of existing hardware (barcode scanners, etc.) for seamless integration with cloud environment
- Documentation of our standard processes, facilitating easy access to essential information
- Upgrade training
- Prioritized response post go-live for 2 weeks from the upgrade team
- 3 post go-live survey touch points to check-in on post-go live experience

- Remote go-live assistance and remote office hours for a successful transition to the cloud-based software
- Travel not expected, but any necessary travel would be billed at a per trip and/or per day cost

\$77,200.00

Discount provided on professional services if a BS&A Payments agreements is signed at the same time.

-\$29,815.00

Cost Totals

Upgrade Modules – Annual Fee	\$52,615.00
Upgrade Implementation	\$77,200.00
Discount on Professional Services	-\$29,815.00

Total Proposed

\$100,000.00

Travel not expected for Upgrades. Any necessary travel to be billed at a per trip and/or per day cost.

BS&A Online

Connection Requirements

BS&A Cloud modules require a high-speed internet connection (cable modem or DSL).



Leadership Presentation

ERP Software Designed for Local Government

bsasoftware.com

About **BS&A** Software

- BS&A Software is the leading provider of Financial Management, Tax and Assessing, Utilities Management, and HRMS software for the Public Sector in the State of Michigan.
- BS&A has been providing our software solutions to the Public Sector in the State of Michigan for almost 40 years.
- 99% of municipalities in Michigan use at least one of our modules.
- BS&A has a 99%+ client retention rate, meaning once a municipality chooses to move forward with BS&A, they want to remain a client in perpetuity.





BS&A's Software Platforms

What You Have Today



.NET / Desktop

.NET is an on-premise, client-server solution. This platform was released in 2008, making it a 16-year-old product.

What We Recommend



Cloud

Cloud is the platform of the future. BS&A released Cloud in 2021, and it offers significant technological and security enhancements creating a more advantageous environment.

Why Cloud?



Access

Work from anywhere with an Internet connection across a range of devices.



Security

Secure Cloud environment with 99.99% up time and Multi Factor Authentication.



Disaster Recovery

Geo-redundant backups occur automatically at regular intervals to two different regions in the United States



Future-Proof

Inherit future versions of BS&A Cloud, included in your annual subscription



Reduce Liability

Eliminate, or reduce, physical servers and we'll handle securing BS&A in cooperation with Microsoft Azure.



Cohesion

With a single BS&A database, our customers can achieve a deeper level of integration than ever before.

Let's Compare the Differences

	.NET	Cloud
Comprehensive Access	VPN plus Remote Connection to Access solutions	Only require a web-browser
Robust Security	Limited security settings by user.	Detailed data access control, including record & field level security, & user role-based access restrictions.
Disaster Recovery	No built-in disaster recovery features, need an additional service purchased outside of BS&A.	Disaster recovery included in the cloud platform
Hardware Requirements	Requires hardware like a Windows PC, SQL Server, and routine maintenance	No need for a server, Microsoft SQL or a network
Automatic Updates	Requires end-users to install updates manually on each workstation for each module	Cloud updates are done automatically on the backend at BS&A
Background Reporting/Processing	Requires halting the module to execute reports, leading to system freezes	Cloud solutions allow for seamless system use by running reports and processes in the background
Unlimited Storage	Storage capacities are determined and purchased separately by the municipality, independently of BS&A's products.	Cloud includes unlimited storage on MS Azure
User Defined Workflows	On-premise offers limited workflow capabilities.	Cloud technology facilitates efficient workflows and process automation
User Defined Dashboards	Dashboards are not available	Cloud supports unlimited role-based dashboards

What are the Benefits?

Peace of Mind

- Ransomware Resistance
- Disaster Recovery
- Regular, Automatic Backups
- Reduce Liability



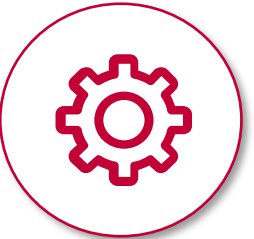
Enhanced Productivity

- Less downtime
- Run heavy processes in the background
- Customize dashboards, workflows, workspaces and more.



Flexibility

- Easy access from anywhere
- Access to real-time data from multiple locations
- No need to maintain a physical server



1986

DOS

Jim Bellefeuil releases DOS, the first iteration of what we know as BS&A Software today.

2008

.NET

BS&A Software releases .NET, replacing Pervasive as it became outdated.

1995-2001

Pervasive

BS&A Software releases a new platform, moving from DOS to Windows using the Pervasive database engine.

2021

Cloud

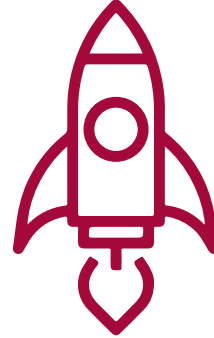
BS&A Software releases Cloud, the 4th iteration of our software solutions that are utilized throughout Michigan and 19 additional states in the U.S.

Today

BS&A Cloud and You

We recommend considering an upgrade to Cloud to keep up with technology and security enhancements as we continue to create a more advantageous environment for our clients.

Cloud Adoption Statistics



415+

Units that are live on
Cloud or have
executed a contract.



THANK YOU





TO: Mayor and City Council
PREPARED BY: Diaa Tahoun, Finance Director
APPROVED BY: Tim Sandvik, City Manager
DATE: February 18, 2025
RE: Approval of Credit Card Charges and Payment

Background:

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

Analysis:

The attached listings are the credit card payments made in the month of January 2025 representing charges for the period December 11, 2024, through January 10, 2025, for expenses for City operations.

Recommendation:

By motion approve the January 2025 payment for City credit card charges.

Attachments:

1. Jan 2025 CC

02/13/2025 03:54 PM

User: DTAHOUN

DB: Robbinsdale

INVOICE REGISTER REPORT FOR CITY OF ROBBINSDALE
 EXP CHECK RUN DATES 01/24/2025 - 01/24/2026
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 VENDOR CODE: CC VENDOR - CHECK TYPE: EFT

Page: 1/15

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						

Purchase Card Vendor: 100292 U. S. BANCORP

12312024							
125196	AMAZON	12/31/2024	01/24/2025	37.95	0.00	Paid	Y
	TECH SUPPLIES FOR EVIDENCE ROOM	Bjohnson18					12/31/2024
	1000-1200-6214.00000	OPERATING SUPPLIES		37.95			
12312024							
125197	MN CHIEFS	12/31/2024	01/24/2025	500.00	0.00	Paid	Y
	MN CHIEFS MEMBERSHIP	Bjohnson18					12/31/2024
	1000-1200-6514.00000	DUES & MEMBERSHIPS		500.00			
12312024							
125198	IACP	12/31/2024	01/24/2025	220.00	0.00	Paid	Y
	MEMBERSHIP	Bjohnson18					12/31/2024
	1000-1200-6514.00000	DUES & MEMBERSHIPS		220.00			
12312024							
125199	AMAZON	12/31/2024	01/24/2025	159.98	0.00	Paid	Y
	FACE SHIELDS	Bjohnson18					12/31/2024
	1000-1220-6216.00000	CLOTHING & PERSONAL EQUIPMENT		159.98			
12312024							
125200	AMAZON	12/31/2024	01/24/2025	105.97	0.00	Paid	Y
	FACE SHIELDS	Bjohnson18					12/31/2024
	1000-1220-6216.00000	CLOTHING & PERSONAL EQUIPMENT		105.97			
12312024							
125201	AMAZON	12/31/2024	01/24/2025	109.99	0.00	Paid	Y
	CLOTHING	Bjohnson18					12/31/2024
	1000-1220-6216.00000	CLOTHING & PERSONAL EQUIPMENT		109.99			
12312024							
125202	AMAZON	12/31/2024	01/24/2025	554.94	0.00	Paid	Y
	SHOES	Bjohnson18					12/31/2024
	1000-1220-6216.00000	CLOTHING & PERSONAL EQUIPMENT		554.94			
12312024							
125204	FBI LEEDA	12/31/2024	01/24/2025	50.00	0.00	Paid	Y
	FBI LEEDA MEMBERSHIP	Bjohnson18					12/31/2024
	1000-1200-6514.00000	DUES & MEMBERSHIPS		50.00			
12312024							
125206	FBI LEEDA	12/31/2024	01/24/2025	125.00	0.00	Paid	Y
	FBI LEEDA MEMBERSHIP	Bjohnson18					12/31/2024
	1000-1200-6514.00000	DUES & MEMBERSHIPS		125.00			

INVOICE REGISTER REPORT FOR CITY OF ROBBINSDALE
 EXP CHECK RUN DATES 01/24/2025 - 01/24/2026
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 VENDOR CODE: CC VENDOR - CHECK TYPE: EFT

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						

Purchase Card Vendor: 100292 U. S. BANCORP

12312024							
125223	CULVERS	12/31/2024	01/24/2025	61.65	0.00	Paid	Y
	LUNCHES	Bjohnson18					12/31/2024
	1000-1260-6510.00000	MEETING / TRAVEL EXPENSE		61.65			
12312024							
125224	CULVERS	12/31/2024	01/24/2025	85.80	0.00	Paid	Y
	LUNCHES	Bjohnson18					12/31/2024
	1000-1260-6510.00000	MEETING / TRAVEL EXPENSE		85.80			
01012025							
125225	MENARDS	01/01/2025	01/24/2025	48.33	0.00	Paid	Y
	TV KIT/TILT	Bjohnson18					01/01/2025
	7100-7115-6214.00000	OPERATING SUPPLIES		48.33			
01012025							
125226	AMAZON	01/01/2025	01/24/2025	45.96	0.00	Paid	Y
	LAUNDRY DETERGENT	Bjohnson18					01/01/2025
	1000-1260-6214.00000	OPERATING SUPPLIES		45.96			
12312024							
125227	AMAZON	12/31/2024	01/24/2025	116.99	0.00	Paid	Y
	CONCENTRATE ZERO SHINE	Bjohnson18					12/31/2024
	7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES		116.99			
01012025							
125228	AMAZON	01/01/2025	01/24/2025	110.33	0.00	Paid	Y
	FILTERS/TWIST LOOP	Bjohnson18					01/01/2025
	1000-1260-6234.00000	EQUIPMENT PARTS & SUPPLIES		110.33			
12312024							
125229	AMAZON	12/31/2024	01/24/2025	122.45	0.00	Paid	Y
	REEL CORD	Bjohnson18					12/31/2024
	1000-1260-6234.00000	EQUIPMENT PARTS & SUPPLIES		122.45			
12312024							
125230	AMAZON	12/31/2024	01/24/2025	14.88	0.00	Paid	Y
	OIL DRAIN PLUS	Bjohnson18					12/31/2024
	7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES		14.88			
12312024							
125231	AMAZON	12/31/2024	01/24/2025	31.09	0.00	Paid	Y
	VASTERS	Bjohnson18					12/31/2024
	1000-1575-6214.00000	OPERATING SUPPLIES		31.09			

02/13/2025 03:54 PM
User: DTAHOUN
DB: Robbinsdale

INVOICE REGISTER REPORT FOR CITY OF ROBBINSDALE
EXP CHECK RUN DATES 01/24/2025 - 01/24/2026
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
VENDOR CODE: CC VENDOR - CHECK TYPE: EFT

Page: 3/15

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						

Purchase Card Vendor: 100292 U. S. BANCORP

12312024							
125232	HY-VEE INC	12/31/2024	01/24/2025	16.37	0.00	Paid	Y
	CLEANING SUPPLIES	Bjohnson18					12/31/2024
	6400-6405-6214.00000	OPERATING SUPPLIES		16.37			
12312024							
125233	HY-VEE INC	12/31/2024	01/24/2025	5.42	0.00	Paid	Y
	CLEANING SUPPLIES	Bjohnson18					12/31/2024
	6400-6405-6214.00000	OPERATING SUPPLIES		5.42			
01012025							
125234	HOMELAND SECURITY & EMERGENCY MGMNT	01/01/2025	01/24/2025	100.00	0.00	Paid	Y
	TIER II REPORT	Bjohnson18					01/01/2025
	6100-6105-6718.00000	LICENSES TAXES & FEES		100.00			
01012025							
125235	HOMELAND SECURITY & EMERGENCY MGMNT	01/01/2025	01/24/2025	2.15	0.00	Paid	Y
	TIER II REPORT	Bjohnson18					01/01/2025
	6100-6105-6718.00000	LICENSES TAXES & FEES		2.15			
01012025							
125236	HOME DEPOT	01/01/2025	01/24/2025	12.97	0.00	Paid	Y
	SHOVEL	Bjohnson18					01/01/2025
	6100-6110-6234.00000	EQUIPMENT PARTS & SUPPLIES		12.97			
01012025							
125237	HOME DEPOT	01/01/2025	01/24/2025	424.39	0.00	Paid	Y
	ADHESIVE TOWL GROUT	Bjohnson18					01/01/2025
	6000-6020-6214.00000	OPERATING SUPPLIES		424.39			
01012025							
125238	AMAZON	01/01/2025	01/24/2025	59.98	0.00	Paid	Y
	CARTRIDGE NITROGEN	Bjohnson18					01/01/2025
	6100-6115-6234.00000	EQUIPMENT PARTS & SUPPLIES		59.98			
12312024							
125239	AMAZON	12/31/2024	01/24/2025	(24.87)	0.00	Paid	Y
	PHONE CASE - CREDIT	Bjohnson18					12/31/2024
	6100-6105-6214.00000	OPERATING SUPPLIES		(24.87)			
12312024							
125240	WE CARD	12/31/2024	01/24/2025	54.92	0.00	Paid	Y
	WE CARD 2025 CALENDAR	Bjohnson18					12/31/2024
	6400-6405-6214.00000	OPERATING SUPPLIES		54.92			

02/13/2025 03:54 PM
User: DTAHOUN
DB: Robbinsdale

INVOICE REGISTER REPORT FOR CITY OF ROBBINSDALE
EXP CHECK RUN DATES 01/24/2025 - 01/24/2026
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
VENDOR CODE: CC VENDOR - CHECK TYPE: EFT

Page: 4/15

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						

Purchase Card Vendor: 100292 U. S. BANCORP

12312024							
125241	CRYSTAL CAR WASH	12/31/2024	01/24/2025	36.00	0.00	Paid	Y
	CAR WASHES - #210	Bjohnson18					12/31/2024
	7000-7010-6336.00000	OTHER CONTRACTS		36.00			
12312024							
125242	AMAZON	12/31/2024	01/24/2025	6.29	0.00	Paid	Y
	GRAPH WRITING PADS -	Bjohnson18					12/31/2024
	1000-1400-6214.00000	OPERATING SUPPLIES		6.29			
12312024							
125243	AMAZON	12/31/2024	01/24/2025	29.98	0.00	Paid	Y
	COLLAGE FRAMES - FOR BLONIGAN &	Bjohnson18					12/31/2024
	1000-1005-6214.00000	OPERATING SUPPLIES		29.98			
12312024							
125244	AMAZON	12/31/2024	01/24/2025	14.73	0.00	Paid	Y
	2025 CALENDAR - BRADY	Bjohnson18					12/31/2024
	7100-7105-6214.00000	OPERATING SUPPLIES		14.73			
12312024							
125245	AMAZON	12/31/2024	01/24/2025	15.90	0.00	Paid	Y
	DMV - INKED STAMP PADS	Bjohnson18					12/31/2024
	6700-6705-6214.00000	OPERATING SUPPLIES		15.90			
12312024							
125246	AMAZON	12/31/2024	01/24/2025	25.39	0.00	Paid	Y
	2025 CALENDAR - TIM	Bjohnson18					12/31/2024
	7100-7105-6214.00000	OPERATING SUPPLIES		25.39			
01012025							
125247	CRYSTAL CAR WASH	01/01/2025	01/24/2025	112.00	0.00	Paid	Y
	CAR WASHES - FIRE DEPT	Bjohnson18					01/01/2025
	7000-7010-6336.00000	OTHER CONTRACTS		112.00			
01012025							
125248	CRYSTAL CAR WASH	01/01/2025	01/24/2025	658.00	0.00	Paid	Y
	CAR WASHES - POLICE DEPT	Bjohnson18					01/01/2025
	7000-7010-6336.00000	OTHER CONTRACTS		658.00			
01012025							
125249	HOLIDAY CAR WASH	01/01/2025	01/24/2025	33.00	0.00	Paid	Y
	POLICE DEPT CAR WASHES	Bjohnson18					01/01/2025
	7000-7010-6336.00000	OTHER CONTRACTS		33.00			

02/13/2025 03:54 PM
User: DTAHOUN
DB: Robbinsdale

INVOICE REGISTER REPORT FOR CITY OF ROBBINSDALE
EXP CHECK RUN DATES 01/24/2025 - 01/24/2026
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
VENDOR CODE: CC VENDOR - CHECK TYPE: EFT

Page: 5/15

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						

Purchase Card Vendor: 100292 U. S. BANCORP

01012025 125250	AMAZON IN A MEETING DOOR SIGN - DIAA 1000-1050-6214.00000	01/01/2025 Bjohnson18 OPERATING SUPPLIES	01/24/2025	15.19 15.19	0.00	Paid	Y 01/01/2025
01012025 125251	AMAZON P & R COMMUNITY GYM - TOWELS 1000-1305-6214.00000	01/01/2025 Bjohnson18 OPERATING SUPPLIES	01/24/2025	31.00 31.00	0.00	Paid	Y 01/01/2025
01012025 125252	AMAZON P & R COMMUNITY GYM - SANITIZING 1000-1305-6214.00000	01/01/2025 Bjohnson18 OPERATING SUPPLIES	01/24/2025	20.99 20.99	0.00	Paid	Y 01/01/2025
01012025 125253	AMAZON P & R: MINI SCOREBOARD / PICKLEBALL 1000-1305-6214.00000	01/01/2025 Bjohnson18 OPERATING SUPPLIES	01/24/2025	269.96 269.96	0.00	Paid	Y 01/01/2025
01012025 125254	AMAZON P & R:DUNGEONS & DRAGONS MAT / 1000-1305-6214.00000	01/01/2025 Bjohnson18 OPERATING SUPPLIES	01/24/2025	73.57 73.57	0.00	Paid	Y 01/01/2025
01012025 125255	AMAZON P & R: 2 DRAWER FILE CABINET 1000-1305-6214.00000	01/01/2025 Bjohnson18 OPERATING SUPPLIES	01/24/2025	175.99 175.99	0.00	Paid	Y 01/01/2025
01012025 125256	AMAZON P & R:CARD HOLDERS/DRAWSTRING 1000-1340-6214.00000	01/01/2025 Bjohnson18 OPERATING SUPPLIES	01/24/2025	41.51 41.51	0.00	Paid	Y 01/01/2025
01012025 125257	AMAZON MIRROR BRACKET 7000-7010-6234.00000	01/01/2025 Bjohnson18 EQUIPMENT PARTS & SUPPLIES	01/24/2025	37.27 37.27	0.00	Paid	Y 01/01/2025
01012025 125258	AMAZON STROBE LIGHT 7000-7010-6234.00000	01/01/2025 Bjohnson18 EQUIPMENT PARTS & SUPPLIES	01/24/2025	35.99 35.99	0.00	Paid	Y 01/01/2025

02/13/2025 03:54 PM
User: DTAHOUN
DB: Robbinsdale

INVOICE REGISTER REPORT FOR CITY OF ROBBINSDALE
EXP CHECK RUN DATES 01/24/2025 - 01/24/2026
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
VENDOR CODE: CC VENDOR - CHECK TYPE: EFT

Page: 6/15

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						

Purchase Card Vendor: 100292 U. S. BANCORP

01012025							
125259	AMAZON	01/01/2025	01/24/2025	11.87	0.00	Paid	Y
	CALENDAR	Bjohnson18					01/01/2025
	7000-7010-6214.00000	OPERATING SUPPLIES		11.87			
01012025							
125260	AMAZON	01/01/2025	01/24/2025	23.66	0.00	Paid	Y
	SMOKE DETECTOR TESTER	Bjohnson18					01/01/2025
	7100-7115-6234.00000	EQUIPMENT PARTS & SUPPLIES		23.66			
12312024							
125261	AMAZON	12/31/2024	01/24/2025	36.13	0.00	Paid	Y
	TIPS/ELECTRICAL TAPE/SOLDER	Bjohnson18					12/31/2024
	7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES		36.13			
12312024							
125262	AMAZON	12/31/2024	01/24/2025	46.99	0.00	Paid	Y
	DMV SUPPLIES	Bjohnson18					12/31/2024
	6700-6705-6214.00000	OPERATING SUPPLIES		46.99			
12312024							
125263	AMAZON	12/31/2024	01/24/2025	31.99	0.00	Paid	Y
	DMV - SUPPLIES	Bjohnson18					12/31/2024
	6700-6705-6214.00000	OPERATING SUPPLIES		31.99			
12312024							
125264	UPS	12/31/2024	01/24/2025	9.23	0.00	Paid	Y
	SHIPPING	Bjohnson18					12/31/2024
	6700-6705-6378.00000	POSTAGE & SHIPPING		9.23			
12312024							
125265	AMAZON	12/31/2024	01/24/2025	9.62	0.00	Paid	Y
	DMV - SUPPLIES	Bjohnson18					12/31/2024
	6700-6705-6214.00000	OPERATING SUPPLIES		9.62			
12312024							
125266	AMAZON	12/31/2024	01/24/2025	27.18	0.00	Paid	Y
	DMV - SUPPLIES	Bjohnson18					12/31/2024
	6700-6705-6214.00000	OPERATING SUPPLIES		27.18			
12312024							
125267	AMAZON	12/31/2024	01/24/2025	26.13	0.00	Paid	Y
	DMV-SUPPLIES	Bjohnson18					12/31/2024
	6700-6705-6214.00000	OPERATING SUPPLIES		26.13			

02/13/2025 03:54 PM

User: DTAHOUN

DB: Robbinsdale

INVOICE REGISTER REPORT FOR CITY OF ROBBINSDALE
 EXP CHECK RUN DATES 01/24/2025 - 01/24/2026
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 VENDOR CODE: CC VENDOR - CHECK TYPE: EFT

Page: 7/15

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						

Purchase Card Vendor: 100292 U. S. BANCORP

12312024							
125268	AMAZON	12/31/2024	01/24/2025	38.98	0.00	Paid	Y
	DMV -SUPPLIES	Bjohnson18					12/31/2024
	6700-6705-6214.00000	OPERATING SUPPLIES		38.98			
01012025							
125269	UPS	01/01/2025	01/24/2025	9.29	0.00	Paid	Y
	SHIPPING	Bjohnson18					01/01/2025
	6700-6705-6378.00000	POSTAGE & SHIPPING		9.29			
12312024							
125270	RESCUE DIRECT	12/31/2024	01/24/2025	2,096.71	0.00	Paid	Y
	RESCUE MANNIQUIN (SALES TAX REFUND	Bjohnson18					12/31/2024
	1000-1260-6512.00000	CONFERENCE & SCHOOLS		2,096.71			
12312024							
125271	RESCUE DIRECT	12/31/2024	01/24/2025	(164.71)	0.00	Paid	Y
	SALES TAX REFUND CREDIT FOR RESCUE	Bjohnson18					12/31/2024
	1000-1260-6512.00000	CONFERENCE & SCHOOLS		(164.71)			
01012025							
125272	DELTA AIR	01/01/2025	01/24/2025	490.97	0.00	Paid	Y
	TRAVEL-GFOA	Bjohnson18					01/01/2025
	1000-1050-6510.00000	MEETING / TRAVEL EXPENSE		490.97			
12312024							
125273	OHIO TURNPIKE	12/31/2024	01/24/2025	4.00	0.00	Paid	Y
	TOLL	Bjohnson18					12/31/2024
	1000-1200-6510.00000	MEETING / TRAVEL EXPENSE		4.00			
12312024							
125274	OHIO TURNPIKE	12/31/2024	01/24/2025	5.75	0.00	Paid	Y
	TOLL	Bjohnson18					12/31/2024
	1000-1200-6510.00000	MEETING / TRAVEL EXPENSE		5.75			
12312024							
125275	OHIO TURNPIKE	12/31/2024	01/24/2025	3.00	0.00	Paid	Y
	TOLL	Bjohnson18					12/31/2024
	1000-1200-6510.00000	MEETING / TRAVEL EXPENSE		3.00			
12312024							
125276	OHIO TURNPIKE	12/31/2024	01/24/2025	11.50	0.00	Paid	Y
	TOLL	Bjohnson18					12/31/2024
	1000-1200-6510.00000	MEETING / TRAVEL EXPENSE		11.50			

02/13/2025 03:54 PM
User: DTAHOUN
DB: Robbinsdale

INVOICE REGISTER REPORT FOR CITY OF ROBBINSDALE
EXP CHECK RUN DATES 01/24/2025 - 01/24/2026
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
VENDOR CODE: CC VENDOR - CHECK TYPE: EFT

Page: 8/15

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						

Purchase Card Vendor: 100292 U. S. BANCORP

12312024							
125277	INDIANA TOLL	12/31/2024	01/24/2025	11.00	0.00	Paid	Y
	TOLL	Bjohnson18					12/31/2024
	1000-1200-6510.00000	MEETING / TRAVEL EXPENSE		11.00			
12312024							
125278	HAMPTON INN	12/31/2024	01/24/2025	148.01	0.00	Paid	Y
	HOTEL	Bjohnson18					12/31/2024
	1000-1200-6510.00000	MEETING / TRAVEL EXPENSE		148.01			
12312024							
125279	FRONTIERSMAN	12/31/2024	01/24/2025	1,239.68	0.00	Paid	Y
	EQUIPMENT (CC PURCHASE OVER \$1000	Bjohnson18					12/31/2024
	1000-1200-6235.00000	SMALL EQUIP EXP <\$5,000		483.48			
	1000-1205-6235.00000	SMALL EQUIP EXP <\$5,000		632.24			
	1000-1220-6235.00000	SMALL EQUIP EXP <\$5,000		123.96			
01012025							
125280	CRIME PREVENTION BOARD	01/01/2025	01/24/2025	50.00	0.00	Paid	Y
	MEMBERSHIP	Bjohnson18					01/01/2025
	1000-1200-6514.00000	DUES & MEMBERSHIPS		50.00			
12312024							
125281	HY-VEE INC	12/31/2024	01/24/2025	73.60	0.00	Paid	Y
	MEETING SNACKS	Bjohnson18					12/31/2024
	1000-1005-6510.00000	MEETING / TRAVEL EXPENSE		73.60			
12312024							
125282	FRONTIERSMAN SPORTS	12/31/2024	01/24/2025	774.76	0.00	Paid	Y
	SWAT EQUIPMENT	Bjohnson18					12/31/2024
	1000-1215-6214.00000	OPERATING SUPPLIES		774.76			
01012025							
125283	UPS STORE	01/01/2025	01/24/2025	25.85	0.00	Paid	Y
	TUCK TOP - EVIDENCE BOXES	Bjohnson18					01/01/2025
	1000-1200-6214.00000	OPERATING SUPPLIES		25.85			
12312024							
125284	BCA TRAINING	12/31/2024	01/24/2025	(150.00)	0.00	Paid	Y
	CREDIT	Bjohnson18					12/31/2024
	1000-1200-6512.00000	CONFERENCE & SCHOOLS		(150.00)			

02/13/2025 03:54 PM
User: DTAHOUN
DB: Robbinsdale

INVOICE REGISTER REPORT FOR CITY OF ROBBINSDALE
EXP CHECK RUN DATES 01/24/2025 - 01/24/2026
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
VENDOR CODE: CC VENDOR - CHECK TYPE: EFT

Page: 9/15

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						

Purchase Card Vendor: 100292 U. S. BANCORP

12312024							
125285	MN REC & PARK ASSOCIATION	12/31/2024	01/24/2025	45.00	0.00	Paid	Y
	MN REC & PARK WORSHOP	Bjohnson18					12/31/2024
	1000-1300-6512.00000	CONFERENCE & SCHOOLS		45.00			
12312024							
125286	SCHEELS	12/31/2024	01/24/2025	119.94	0.00	Paid	Y
	BASKETBALL ORDER	Bjohnson18					12/31/2024
	1000-1330-6214.00000	OPERATING SUPPLIES		119.94			
01012025							
125287	TUMBLE FRESH	01/01/2025	01/24/2025	4.00	0.00	Paid	Y
	WASH-YOUTH BASKETBALL JERSEYS (NO	Bjohnson18					01/01/2025
	1000-1330-6214.00000	OPERATING SUPPLIES		4.00			
01012025							
125288	TUMBLE FRESH	01/01/2025	01/24/2025	3.00	0.00	Paid	Y
	DRY-YOUTH BASKETBALL JERSEYS (NO	Bjohnson18					01/01/2025
	1000-1330-6214.00000	OPERATING SUPPLIES		3.00			
01012025							
125289	EHLERS FINANCIAL	01/01/2025	01/24/2025	250.00	0.00	Paid	Y
	CONFERENCE/TRAINING @ EHLERS ANNUAL	Bjohnson18					01/01/2025
	1000-1100-6512.00000	CONFERENCE & SCHOOLS		250.00			
01012025							
125290	SLUC	01/01/2025	01/24/2025	58.00	0.00	Paid	Y
	CONFERENCE/TRAINING - SLUC	Bjohnson18					01/01/2025
	1000-1100-6512.00000	CONFERENCE & SCHOOLS		58.00			
12312024							
125291	INTERNATIONAL CODE COUNCIL	12/31/2024	01/24/2025	650.00	0.00	Paid	Y
	ICC RENEWAL	Bjohnson18					12/31/2024
	1000-1430-6514.00000	DUES & MEMBERSHIPS		650.00			
12312024							
125292	U OF MN CONTINUED LEARNING	12/31/2024	01/24/2025	1,575.00	0.00	Paid	Y
	AIBO REGISTRATIONS -	Bjohnson18					12/31/2024
	1000-1430-6512.00000	CONFERENCE & SCHOOLS		1,575.00			
12312024							
125293	MN REC & PARK ASSOCIATION	12/31/2024	01/24/2025	45.00	0.00	Paid	Y
	MRPF NETWORK WORKSHOP	Bjohnson18					12/31/2024
	1000-1300-6512.00000	CONFERENCE & SCHOOLS		45.00			

02/13/2025 03:54 PM
User: DTAHOUN
DB: Robbinsdale

INVOICE REGISTER REPORT FOR CITY OF ROBBINSDALE
EXP CHECK RUN DATES 01/24/2025 - 01/24/2026
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
VENDOR CODE: CC VENDOR - CHECK TYPE: EFT

Page: 10/15

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Purchase Card Vendor: 100292 U. S. BANCORP							
01012025							
125294	MRPF	01/01/2025	01/24/2025	25.00	0.00	Paid	Y
	MRPF MEMBERSHIP	Bjohnson18					01/01/2025
	1000-1300-6514.00000	DUES & MEMBERSHIPS		25.00			
12312024							
125295	BCA	12/31/2024	01/24/2025	50.00	0.00	Paid	Y
	BCA TRAINING - CARLSON	Bjohnson18					12/31/2024
	1000-1200-6512.00000	CONFERENCE & SCHOOLS		50.00			
12312024							
125296	FEDEX	12/31/2024	01/24/2025	13.00	0.00	Paid	Y
	SUPPLIES (\$1.02 SALES TAX INCLUDED)	Bjohnson18					12/31/2024
	1000-1200-6214.00000	OPERATING SUPPLIES		13.00			
12312024							
125297	BCA	12/31/2024	01/24/2025	(150.00)	0.00	Paid	Y
	BCA TRAINING - CREDIT	Bjohnson18					12/31/2024
	1000-1200-6512.00000	CONFERENCE & SCHOOLS		(150.00)			
01012025							
125298	OFFICE DEPOT	01/01/2025	01/24/2025	25.98	0.00	Paid	Y
	PAPER FOR AWARDS - RECEIPT MISSING-	Bjohnson18					01/01/2025
	1000-1200-6214.00000	OPERATING SUPPLIES		25.98			
01012025							
125299	HY-VEE INC	01/01/2025	01/24/2025	59.45	0.00	Paid	Y
	ANNUAL MEETING REFRESHMENTS	Bjohnson18					01/01/2025
	1000-1200-6214.00000	OPERATING SUPPLIES		59.45			
12312024							
125300	SOCIETY OF AMERICAN FORESTERS	12/31/2024	01/24/2025	136.00	0.00	Paid	Y
	FORESTRY ASSOCIATION MEMBERSHIP	Bjohnson18					12/31/2024
	1000-1370-6514.00000	DUES & MEMBERSHIPS		136.00			
12312024							
125301	FORESTRY SUPPLIERS	12/31/2024	01/24/2025	213.96	0.00	Paid	Y
	POLE LOPPER SUPPLIES	Bjohnson18					12/31/2024
	1000-1370-6214.00000	OPERATING SUPPLIES		213.96			
01012025							
125302	MNRPA	01/01/2025	01/24/2025	45.00	0.00	Paid	Y
	THE POWER OF SHIPBUILDING - WORKSHOP	Bjohnson18					01/01/2025
	1000-1300-6514.00000	DUES & MEMBERSHIPS		45.00			

02/13/2025 03:54 PM
User: DTAHOUN
DB: Robbinsdale

INVOICE REGISTER REPORT FOR CITY OF ROBBINSDALE
EXP CHECK RUN DATES 01/24/2025 - 01/24/2026
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
VENDOR CODE: CC VENDOR - CHECK TYPE: EFT

Page: 11/15

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Purchase Card Vendor: 100292 U. S. BANCORP							
12312024							
125304	CULVERS	12/31/2024	01/24/2025	42.35	0.00	Paid	Y
	TRUCK COMMITTEE LUNCH ENROUTE TO	Bjohnson18					12/31/2024
	1000-1260-6510.00000	MEETING / TRAVEL EXPENSE		42.35			
12312024							
125305	SCHEELS	12/31/2024	01/24/2025	329.89	0.00	Paid	Y
	WORK BOOTS & GLOVES	Bjohnson18					12/31/2024
	6000-6005-6216.00000	CLOTHING & PERSONAL EQUIPMENT		164.95			
	6100-6105-6216.00000	CLOTHING & PERSONAL EQUIPMENT		164.94			
12312024							
125306	ESO.COM	12/31/2024	01/24/2025	3,297.00	0.00	Paid	Y
	ESO CONFERENCE 2025 (POWELL OPHEIM &	Bjohnson18					12/31/2024
	1000-1260-6510.00000	MEETING / TRAVEL EXPENSE		3,297.00			
01012025							
125307	NORTHERN GREEN	01/01/2025	01/24/2025	338.00	0.00	Paid	Y
	GREEN EXPO	Bjohnson18					01/01/2025
	1000-1500-6512.00000	CONFERENCE & SCHOOLS		338.00			
01012025							
125308	HOME DEPOT	01/01/2025	01/24/2025	99.97	0.00	Paid	Y
	HEATER	Bjohnson18					01/01/2025
	1000-1565-6214.00000	OPERATING SUPPLIES		99.97			
12312024							
125309	HOME DEPOT	12/31/2024	01/24/2025	26.06	0.00	Paid	Y
	TOTES	Bjohnson18					12/31/2024
	1000-1567-6214.00000	OPERATING SUPPLIES		26.06			
12312024							
125310	MINNESOTA NURSERY & LANDSCAPE	12/31/2024	01/24/2025	80.00	0.00	Paid	Y
	DUES/MEMBERSHIP	Bjohnson18					12/31/2024
	1000-1500-6514.00000	DUES & MEMBERSHIPS		80.00			
01012025							
125311	AMAZON	01/01/2025	01/24/2025	125.99	0.00	Paid	Y
	BATTERY	Bjohnson18					01/01/2025
	1000-1565-6214.00000	OPERATING SUPPLIES		125.99			
12312024							
125312	AMAZON	12/31/2024	01/24/2025	207.38	0.00	Paid	Y
	DETECTORS	Bjohnson18					12/31/2024

02/13/2025 03:54 PM
User: DTAHOUN
DB: Robbinsdale

INVOICE REGISTER REPORT FOR CITY OF ROBBINSDALE
EXP CHECK RUN DATES 01/24/2025 - 01/24/2026
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
VENDOR CODE: CC VENDOR - CHECK TYPE: EFT

Page: 12/15

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Purchase Card Vendor: 100292 U. S. BANCORP							
	7100-7115-6234.00000	EQUIPMENT PARTS & SUPPLIES		207.38			
12312024 125313	NET WORLD SPORTS HOCKEY GOAL NET 1000-1575-6234.00000	12/31/2024 Bjohnson18 EQUIPMENT PARTS & SUPPLIES	01/24/2025	731.96 731.96	0.00	Paid	Y 12/31/2024
01012025 125314	KATOM RESTAURANT RECONSIGNMENT FEE 1000-1567-6234.00000	01/01/2025 Bjohnson18 EQUIPMENT PARTS & SUPPLIES	01/24/2025	114.00 114.00	0.00	Paid	Y 01/01/2025
01012025 125315	U OF MN CONT LEARNING EROSION CLASS - JENNA 1000-1400-6512.00000	01/01/2025 Bjohnson18 CONFERENCE & SCHOOLS	01/24/2025	225.00 225.00	0.00	Paid	Y 01/01/2025
01012025 125316	FORESTRY SUPPLIERS FORESTRY EQUIPMENT 1000-1370-6214.00000	01/01/2025 Bjohnson18 OPERATING SUPPLIES	01/24/2025	171.54 171.54	0.00	Paid	Y 01/01/2025
12312024 125317	MN DEPT OF AGRICULTURE PESTICIDE LICENSE - PAPIZ 1000-1370-6514.00000	12/31/2024 Bjohnson18 DUES & MEMBERSHIPS	01/24/2025	15.33 15.33	0.00	Paid	Y 12/31/2024
12312024 125318	PAPA JOHNS LUNCH & LEARN - IT DEPT 7100-7110-6214.00000	12/31/2024 Bjohnson18 OPERATING SUPPLIES	01/24/2025	57.29 57.29	0.00	Paid	Y 12/31/2024
12312024 125319	AMAZON DESK MONITOR STAND 7100-7110-6214.00000	12/31/2024 Bjohnson18 OPERATING SUPPLIES	01/24/2025	26.99 26.99	0.00	Paid	Y 12/31/2024
12312024 125325	UNDERWORLD LLC VEHICLE SEARCHES - SMALL 1000-1205-6512.00000	12/31/2024 Bjohnson18 CONFERENCE & SCHOOLS	01/24/2025	225.00 225.00	0.00	Paid	Y 12/31/2024
05242023 112992	HYATT REGENCY GFOA CONFERENCE - HOTEL	05/24/2023 Bjohnson18	07/10/2023	0.00	0.00	Void	N 05/24/2023

02/13/2025 03:54 PM
User: DTAHOUN
DB: Robbinsdale

INVOICE REGISTER REPORT FOR CITY OF ROBBINSDALE
EXP CHECK RUN DATES 01/24/2025 - 01/24/2026
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
VENDOR CODE: CC VENDOR - CHECK TYPE: EFT

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Purchase Card Vendor: 100292 U. S. BANCORP							
	1000-1050-6510.00000	MEETING / TRAVEL EXPENSE		931.48			
Total Purchase Card Vendor: 100292 U. S. BANCORP				18,958.67	0.00		
# of Invoices:	103	# Due:	0	Totals:	19,448.25	0.00	
# of Credit Memos:	4	# Due:	0	Totals:	(489.58)	0.00	
Net of Invoices and Credit Memos:				18,958.67	0.00		

INVOICE REGISTER REPORT FOR CITY OF ROBBINSDALE
 EXP CHECK RUN DATES 01/24/2025 - 01/24/2026
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 VENDOR CODE: CC VENDOR - CHECK TYPE: EFT

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
--- TOTALS BY FUND ---							
	1000 - GENERAL FUND			16,266.24	0.00		
	6000 - WATER			589.34	0.00		
	6100 - SANITARY SEWER			315.17	0.00		
	6400 - LIQUOR OPERATIONS			76.71	0.00		
	6700 - DEPUTY REGISTRAR			215.31	0.00		
	7000 - CENTRAL GARAGE			1,092.13	0.00		
	7100 - CENTRAL SERVICES			403.77	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	1005 - LEGISLATIVE			103.58	0.00		
	1050 - FINANCIAL SERVICES			506.16	0.00		
	1100 - PLANNING & ZONING			308.00	0.00		
	1200 - POLICE SUPPORT SERVICES			1,523.97	0.00		
	1205 - PATROL SERVICES			857.24	0.00		
	1215 - EMERGENCY RESPONSE UNIT			774.76	0.00		
	1220 - INVESTIGATIONS / SPECIAL SV			1,054.84	0.00		
	1260 - FIRE PREVENTION / SUPPRESSI			5,697.54	0.00		
	1300 - RECREATION ADMINISTRATION			160.00	0.00		
	1305 - COMMUNITY CENTER OPERATIONS			571.51	0.00		
	1330 - YOUTH - CHILDREN PROGRAMS			126.94	0.00		
	1340 - COOPERATIVE PROGRAMMING			41.51	0.00		
	1370 - FORESTRY			536.83	0.00		
	1400 - ENGINEERING SERVICES			231.29	0.00		
	1430 - BUILDING INSPECTIONS			2,225.00	0.00		
	1500 - PARKS ADMINISTRATION			418.00	0.00		
	1565 - PARKS FACILITY MAINTENANCE			225.96	0.00		
	1567 - PARKS EQUIPMENT MAINTENANCE			140.06	0.00		
	1575 - PARKS HOCKEY RINKS MAINTENA			763.05	0.00		
	6005 - WATER UTILITY ADMINISTRATIC			164.95	0.00		
	6020 - WATER UTILITY WELL & PLANT			424.39	0.00		
	6105 - SANITARY SEWER ADMINISTRATI			242.22	0.00		
	6110 - SAN SEWER LIFT STATION MA			12.97	0.00		
	6115 - SAN SEWER MAINTENANCE			59.98	0.00		
	6405 - LIQUOR OPERATIONS			76.71	0.00		
	6705 - LICENSE CENTER OPERATIONS			215.31	0.00		
	7010 - CG VEHICLE MAINTENANCE			1,092.13	0.00		
	7105 - CS GENERAL OFFICE			40.12	0.00		
	7110 - CS INFORMATION TECHNOLOGY			84.28	0.00		
	7115 - CS GOVERNMENT BUILDINGS			279.37	0.00		
--- TOTALS BY PAYMENT CARD ACCOUNT ---							
	0084			3,626.89			

02/13/2025 03:54 PM

User: DTAHOUN

DB: Robbinsdale

INVOICE REGISTER REPORT FOR CITY OF ROBBINSDALE
EXP CHECK RUN DATES 01/24/2025 - 01/24/2026
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
VENDOR CODE: CC VENDOR - CHECK TYPE: EFT

Page: 15/15

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
GL Distribution							
--- TOTALS BY PAYMENT CARD ACCOUNT ---							
	0337			490.97			
	0517			54.92			
	0731			1,559.50			
	1179			42.35			
	1331			70.00			
	1568			73.60			
	2743			1,472.94			
	3103			637.48			
	4364			(1.57)			
	5111			199.41			
	5157			1,932.00			
	5319			308.00			
	5335			2,225.00			
	5971			171.94			
	6142			394.96			
	6348			396.54			
	6449			21.79			
	6658			225.00			
	6719			1,863.83			
	6932			144.92			
	8046			574.62			
	8415			84.28			
	8424			1,723.36			
	8631			650.61			
	8722			15.33			

City of Robbinsdale Sustainability

2024 Year in Review



1

Programs



2

2

Energy Action Plan

- Adopted by City Council in August 2023
- Planning team of four staff, four elected/appointed officials, and eight residents
- Focus Areas: Renewable Energy, Residential Energy Efficiency, Reducing Energy Burden, Business Energy Efficiency

Goal: Robbinsdale will avoid an additional 30% of energy-related greenhouse gas emissions by 2030 compared to business as usual.



3



3

Energy Action Plan

Highlights

August 2023 – January 2025

- Energy Resources landing page on City website
- Recruited volunteers to support engagement efforts
- Created blurbs for the Facebook, Birdtown Brief, and UB News
- Tabling at various events: Chamber of Commerce Meet and Greet, LVTFM, Tree Lighting
- Promoted Renewable Robbinsdale Challenge to boost Renewable*Connect Flex subscriptions
- Distributed ~100 LED lightbulb kits
- Secured Seed Grant for Home Energy Squad (HES) visits
- Presented at Chamber of Commerce business luncheon
- Promoted a resident case study on HES visits + solar
- Contacted multi-unit properties about energy assessments
- Presented at quarterly rental property manager training
- Sent HES postcard to 1,300 households
- Business Blitz resulted in business \$ and energy savings

4



4

FREE* Energy Resources

Are your energy bills difficult to manage?
Looking to reduce your energy usage?

Follow these steps:

- STEP 1**
Apply for Hennepin County's Energy Assistance Program
 The Energy Assistance Program helps income-eligible households with their energy bills in several ways. Services include but are not limited to: emergency repair or replacement of heating systems. You may also be referred to the Weatherization Assistance Program for further support. XcelEnergy and others are eligible.
 Call the Community Action Partnership of Hennepin County at 952-839-3641 or visit cap Hennepin.org/energy for more info.
- STEP 2**
Schedule a visit from the Home Energy Squad®
 The Home Energy Squad helps you learn about energy-saving opportunities in your home. A team will conduct an inspection of your home with a view to identifying energy-saving materials. These upgrades can increase efficiency of energy consumption and lower the carbon footprint. Upon completion, you will receive recommendations to help you save money and energy in the future. Free assessments are available to income-qualified households.
 Sign up now at xcelenergy.com/HennepinEnergySquad or call 651-328-6225.
- STEP 3**
Review your options for immediate appliance or equipment concerns.
 Check to see if you qualify for the Home Energy Savings Program. This program is a customizable income-qualified program to help you with equipment and appliance replacement. They also offer free advice and energy-saving improvements. Visit xcelenergy.com/HennepinEnergySquad to learn more.

* Household must meet income qualifications and be pre-approved by the City of Robbinsdale. Contact service provider to see if you qualify.

ROBBINSDALE AND XCEL ENERGY ARE PLEASED TO WORK TOGETHER TO ACHIEVE OUR COMMUNITY ENERGY GOALS.

Residential Guide to Clean Energy & Savings

- Find Your Utility Provider**
 As a Robbinsdale resident, your electric provider is Xcel Energy and your natural gas provider is CenterPoint Energy.
- Start with a Home Energy Audit**
 Schedule a visit from the Home Energy Squad® to learn how to increase your home's energy efficiency year-round. Free visits available for income-qualified residents. Learn more at xcelenergy.com/HennepinEnergySquad.
- Save More with Rebates and Programs**
 You can save on lighting, appliances, and heating and cooling costs when you upgrade to more energy-efficient equipment or participate in conservation programs. Rebates can range from \$50 to thousands of dollars, depending on project or appliance. Find programs for electric equipment at xcelenergy.com/HennepinRebates and natural gas equipment at centerpointenergy.com/SaveEnergy.
- Go Green with Renewable Energy**
 You can access renewable energy without the need to install equipment! Homeowners and renters can subscribe to Xcel Energy's Renewable Connect Flex program to power your home with clean energy. The average customer can power their home with 100% clean energy from Renewable Connect Flex on the month-to-month term for just \$6 - \$8 additional per month. Visit xcelenergy.com/RenewableConnect to learn more.

Robbinsdale and Xcel Energy are pleased to work together to achieve our community energy goals.

City of Robbinsdale

Xcel Energy
PARTNERS IN ENERGY

RENEWABLE ROBBINSDALE

Join your neighbors to power your home with renewable energy!

Sign up for Renewable*Connect Flex® at xcelenergy.com/renewableconnect

Robbinsdale and Xcel Energy are pleased to work together to achieve our community energy goals.

City of Robbinsdale

Xcel Energy
PARTNERS IN ENERGY

Learn how to get a FREE visit from the Home Energy Squad®

The City of Robbinsdale is offering FREE Home Energy Squad® visits for Robbinsdale residents.

A Home Energy Squad visit will provide energy-saving materials such as LED bulbs, weather stripping, programmable thermostat, assess your hot water heater, and help determine your next steps to save even more energy.

Home Energy Squad® is provided by Xcel Energy and is sponsored by the City of Robbinsdale and Hennepin County (2023 - 2024 season).

Robbinsdale and Xcel Energy are pleased to work together to achieve our community energy goals.

5

Business Resources: Save Energy, Save Money

The City of Robbinsdale invites you to be a business leader in helping to achieve our community's energy goals. Over 25 businesses a year participate in energy programs and we want that number to grow!

- Step 1: Sign Up for a Free Energy Assessment**
 The One-Stop Efficiency Shop helps small business customers identify opportunities to improve lighting and HVAC systems with a free assessment. Sign up at OverlappingEfficiencyShop.org.
 Xcel Energy offers Business Energy Assessments for all sizes of businesses. Your business will be matched with the right solution based on your unique needs and goals identified during the discovery stage. Learn more at xcelenergy.com/BusinessEnergyAssessments.
- Step 2: Save Money and Energy with Rebates**
 Utility rebates from Xcel Energy and CenterPoint Energy help offset costs for equipment upgrades, including heating, cooling, and equipment. Rebates can range from \$50 to thousands of dollars per project or appliance. Visit xcelenergy.com/Business and centerpointenergy.com/Business to get started.
- Step 3: Explore Financing Options**
 Low interest financing is available to help fund projects.
 - Property Assessed Clean Energy (PACE)** makes it easy to finance efficiency and renewable energy projects with no upfront costs to owners who use PACE pay back the loan through property tax assessments. Visit xcelenergy.com to learn more.
 - Million BTU Financing** can cover up to 50% of costs for all projects. The goal of the program is to create a positive cash flow with energy savings exceeding the payment cost. Visit xcelenergy.com/MillionBTU to learn more.
 - Commercial Energy Efficiency Loan Program** provides up to \$100,000 in financing to businesses making cost-effective energy efficiency improvements. Visit xcelenergy.com/CommercialEnergyEfficiency to learn more.

City of Robbinsdale

Don't miss your opportunity to get a FREE visit from the Home Energy Squad®!

The City of Robbinsdale is offering a limited number of free Home Energy Squad® visits to residents!

Sign up today to ensure your free visit while it lasts!

Visit xcelenergy.com/HomeEnergySquad or call 651-328-6225

Qualified customers can get a free visit. Call to see if you qualify.

KEEP WARM THIS WINTER WITH THESE ENERGY EFFICIENCY TIPS!

- 1. Insulate your home:** Proper insulation keeps heat in and cold out, reducing your energy costs.
- 2. Seal gaps and cracks:** Use weatherstripping and caulk to seal windows and doors to prevent drafts.
- 3. Service your heating system:** Ensure your furnace or heat pump is running efficiently with a professional check-up.
- 4. Reverse ceiling fans:** Set ceiling fans to rotate clockwise to push warm air down.
- 5. Install storm windows and doors:** Add an extra layer of protection against the cold.

Robbinsdale and Xcel Energy are pleased to work together to achieve our energy goals.

City of Robbinsdale

Xcel Energy
PARTNERS IN ENERGY

SUPPORT RENEWABLE ENERGY WITH THE CITY OF ROBBINSDALE!

The City of Robbinsdale has installed solar panels on the Water Treatment Plant to help power the building with renewable energy. The 80 kW system estimates to produce 135,174 kWh in the first year, which would offset the building's energy use by 11.5%.

Purchase price: \$214,000
Attribute: \$64,200 From Federal Tax Credit of 30% of system
Payback Period: 8 years

Can Robbinsdale residents install solar to match the City?
 We're challenging the community to match our solar installation! Last year in Robbinsdale, 11 homes installed solar and we have a goal to double participation and get 22 homes in 2025!

Flip over this page for a guide to installing solar and be sure to take advantage of incentives to lower the cost.

For more information, visit robbinsdalemn.com/energy

City of Robbinsdale

Xcel Energy
PARTNERS IN ENERGY

ROBBINSDALE AND XCEL ENERGY ARE PLEASED TO WORK TOGETHER TO ACHIEVE OUR COMMUNITY ENERGY GOALS.

FREE ENERGY CONSULTING AND REBATES FOR BUSINESSES IN ROBBINSDALE

Save Energy, Save Money & Boost Your Bottom Line

The City of Robbinsdale is teaming up with One-Stop Efficiency Shop and Xcel Energy to perform free on-site lighting, HVAC, and refrigeration assessments to evaluate your business' potential to save energy, reduce operating costs, and earn Xcel Energy rebates.

Sign up today at mncee.org/commercial or call 612-244-2427.

City of Robbinsdale

6

Implementation Progress

August 1, 2023 – June 31, 2024

678,814 kWh savings

689 residents engaged in energy efficiency programs

549 participants in demand side management programs

62 businesses engaged in energy efficiency programs

304 metric tons of carbon dioxide emissions avoided

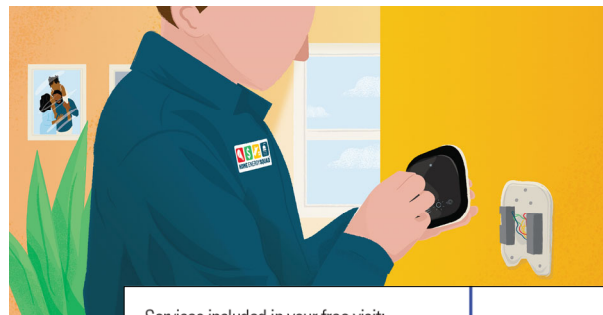
65 residents engaged in income-qualified programs

7 

7

Home Energy Squad

- City offered a limited number of subsidized visits in 2024
- ★ Funded by a Seed Grant from the Clean Energy Resource Teams (\$5,000)
- 88 visits completed (compared to 26 in 2023)
- 61 grant funded, 27 low-income qualified
- Roughly 40,000 kWh in energy savings



Services included in your free visit:

- Installation of needed materials such as LED bulbs, a programmable thermostat, door and attic hatch weather stripping, high-efficiency shower head, and faucet aerators
- Inspection of your attic and wall insulation using an infrared camera
- A blower door test to measure your home for air leaks
- Support from energy experts to determine next steps

For financial support for completing projects, check out the Robbinsdale Home Improvement grant program at mncee.org/robbinsdale.

 ROBBINSDALE

 Xcel Energy
PARTNERS IN ENERGY

City of Robbinsdale
4100 Lakeview Ave N
Robbinsdale, MN 55422

8 

8



GreenStep Cities

Step 4

Awarded in June 2024

Highlights:

- Diesel fleet averages 22.54 MPG, highest of any Step 4/5 community
- 100% of housing is within 1 mile of a bike route
- 100% of housing is within $\frac{3}{4}$ mile of a transit route
- 100% of lake shoreline has at least a 50' vegetation buffer
- 100% of housing is within 1 mile of access to fresh fruits and vegetables

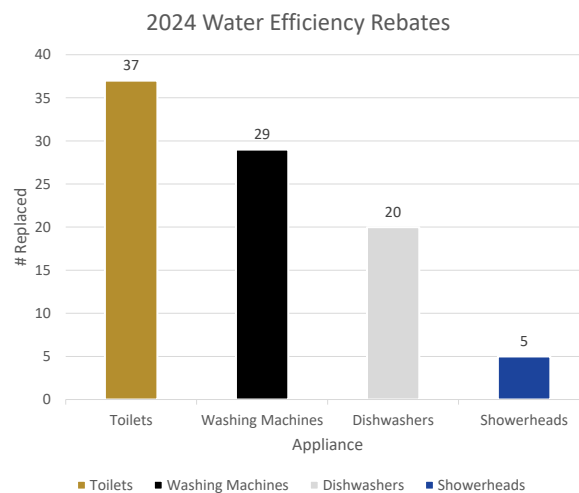
9



9

Water Efficiency Rebate Program

- 91 total rebates
 - \$8,800.49 in utility bill credits
 - 561,300 gallons in estimated water savings
- ★ Program is funded, in part, by a grant from the Metropolitan Council (\$10,000)



10



10

Where does your organics recycling go?

By participating in the organics recycling program, your food scraps and compostable products become part of the organics recycling cycle that creates valuable compost for agriculture, soils, reduces erosion, and decreases the need for chemical fertilizers.

It starts with you collecting your food waste and other compostable items at home and putting your organics in a certified compostable bag.

In your organics recycling cart.

Your hauler picks up your organics recycling cart and brings it to a commercial composting facility, where the material is turned into nutrient-rich compost. Compost is used in gardens, farms, and landscaping projects to return nutrients to the soil and help plants grow.

Join your neighbors – get started with weekly curbside organics collection

It's easy to make a difference

By participating in the organics recycling program, your food waste and non-recyclable paper products are put to better use by being turned into compost – a valuable resource used in gardens, farms, and landscaping projects.

Start participating today!

Organics recycling service is available to everyone. This brochure includes information about how to get started, what to put in your cart, and how to use the service.

BUSINESS REPLY MAIL

NO POSTAGE
NECESSARY
IF MAILED
IN THE
UNITED STATES

PERMIT NO. 1000
CITY OF ROBBINSDALE
4100 L
ROBBINSDALE, MI 48068

How does organics recycling work?

It's as easy as 1, 2, 3

1. Separate your food scraps, coffee grounds, paper towels, and other organic materials into a paper bag or certified compostable bag. Certified compostable plastic bags are sold at most hardware and grocery stores.
2. Drop & Place your bagged organics in the organics recycling cart.
3. Roll & Place your organics cart next to the weekly collection.

Organics recycling compared to backyard composting

Backyard composting is a great way to turn food and vegetable scraps, coffee grounds, leaves, and grass clippings into a nutrient-rich compost that you can use to improve your soil right at home. Organics recycling allows you to conveniently compost more materials without needing to maintain a backyard compost bin.

Large-scale industrial composting facilities reach higher temperatures that breakdown contaminants, killing bacteria and breaking down materials that backyard compost can't handle. Additional materials accepted in organics recycling include used products, meat and bones, pizza boxes from delivery, and certified compostable products.

Need a reason to participate in organics recycling?

For your sake. To reduce waste. For the planet in your garden. Because it's the right thing to do. Join our neighbors and learn to take part in the organics recycling program. Please call and receive free tips on how to get started.

Sign up for weekly curbside organics collection

Not sure where to start? All of our materials require material that can be composted, signing up for organics recycling is one of the easiest things you can do to reduce your trash and make a difference!

- All households pay for organics recycling through their utility bill. No separate recycling fee. Residents must sign up to receive an organics cart to get started.
- Organics recycling is \$3.00 per month, billed every other month on your utility bill (2 per billing cycle).
- You will receive a 24-gallon organics recycling cart that will be picked up weekly.

There are four steps to sign up for organics recycling:

1. Complete and return the enclosed postcard.
2. Visit robbinsdalemi.com/organics
3. Call 761-531-1211.
4. Email your name, address, phone number, and property type to info@robbinsdalemi.com

Save money by reducing your trash

Did you know? By participating in organics recycling, you may be able to reduce your trash enough to switch to a smaller garbage can. This can help you save space and save money on your trash bill. Switch to a smaller can by contacting the utility billing department 761-531-1211.

Resident Information

Large garbage can (24 gal) \$3.00
Medium garbage can (18 gal) \$3.00
Small garbage can (12 gal) \$3.00

What's accepted

All food

- Fruits and vegetable scraps
- Meat, fish, and bones
- Cheese, yogurt, and other dairy products and non-dairy alternatives
- Eggs and egg shells
- Pasta, beans, and rice
- Bread and cereal
- Nuts and shells

Food-soiled paper

- Paper plates, paper bowls, paper cups, and paper towels
- Paper napkins

Other compostable household items

- Coffee grounds and filters
- Cotton swabs with paper stems
- Hair and nail clippings
- Household washcloths
- Chopsticks, toothpicks, and paper straws

Certified compostable products

- Look for the BPI logo on certified products. Only items with this logo are accepted.

Yes, send me my organics cart!

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____

Please indicate your property type:

☐ Single-family ☐ Multi-unit

☐ Commercial ☐ Other

Information is provided on an "as is" basis. Please contact your local government for more information.

11



11

Capital Projects

12

12



Rooftop Solar

Water Treatment Plant

- \$214,000
- ★ Expected 30% Federal Tax Credit of \$64,200
- Payback period: 8 years
- 80 kW AC system
- 135,174 kWh annual production
- Offsets 11.5% of building energy use
- Went live November 12, 2024

13



13

Coming Soon...



Rooftop Solar

City Hall

- \$107,000
- ★ Solar on Public Buildings Grant of \$64,000
- ★ Expected 30% Federal Tax Credit of \$32,000
- Payback period: 1.8 years
- 40 kW AC system
- 63,927 kWh annual production
- Offsets 60% of building energy use
- Est. in service: Summer 2025

14



14



Community Solar Garden

113.28 kW DC – Public Safety
113.28 kW DC – Water Treatment Plant

- Subscribed since 2018
- 403,939 kWh produced in 2024
- \$30,657.12 in Xcel Energy bill credits in 2024

15 

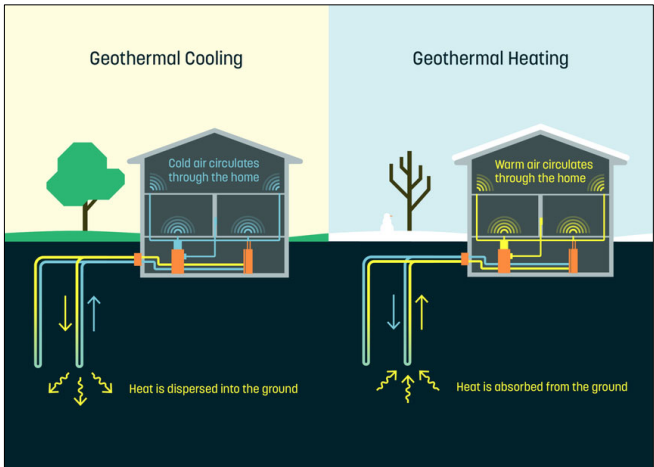
15

Geothermal Feasibility Study

Robbinsdale Public Works Facility

★ MPCA Local Climate Action Grant (\$15,000)

- Bottom line: it's feasible
- Will discuss options with Council this spring as PW building plans develop



16 

16

Engagement



17

17



18

Sustainability Committee

Timeline

- Directed by Council in May 2024 to explore Sustainability Commission recommendations
- Discussed further at Council Work Session in June 2024
- First Sustainability Committee meeting held on September 18, 2024

Highlights

- 10 members
- Monthly meetings on the third Wednesday of the month at 6:00 p.m.
- Priorities: establish a commission; diversify outreach efforts; explore green space improvements and lawn alternatives; increase organics recycling participation
- Held informational meetings with the City Manager and the City Engineer/Public Works Director

Upcoming

- Tabling at City events
- Letter of support to the City Council
- Rain garden planting day of service
- Code recommendations for decreasing turf grass

19



19

Looking Ahead:



- GreenStep Cities Awards in June 2025
- 2025 Shred Event!
- Geothermal Considerations
- Solar on City Hall
- EV Charging Station Installations
- Sustainability Committee
- Continue Engagement
- Continue to Be Opportunistic with Funding

20

20



TO: Mayor and City Council
PREPARED BY: Matthew Bazyk, Recreation Services Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: February 18, 2025
RE: Parks Master Plan Adoption

Background:

The City of Robbinsdale has worked to develop a ten-year Parks Master Plan. Recreation Services Manager, Matthew Bazyk, presented the plan to Council at the meeting on Feb 4th, 2025.

Analysis:

After receiving positive feedback from Council Members in attendance for the current draft of the Parks Master Plan, City staff would like to request that the Council adopt the plan in its current form. This would allow staff to start planning updates to Sanborn Park, complete grant applications for park improvements and secure a ten-year trajectory for improvements within our park system.

Recommendation:

Adopt the Parks Master Plan in its current form.

Attachments:

1. 2nd Draft PMP 12.23.24



ROBBINSDALE

DRAFT

12/20/2024

CITY OF ROBBINSDALE

PARK SYSTEM PLAN

TABLE OF CONTENTS

01

INTRODUCTION

The Context.....	8
The People.....	9
The Process + Purpose.....	12
The Project Schedule.....	13
The Past Planning Efforts.....	14

02

EXISTING CONDITIONS + NEEDS

The Approach.....	18
The Inventory.....	19
Existing Park Types.....	22
Existing Amenities + Facilities.....	26
Existing Programming + Events.....	28
NRPA Agency Benchmarks.....	30
Service Area + Recreation Facility Standards.....	32
Mapping Overview.....	36
The Engagement Process.....	50
The SWOT Analysis.....	51
Pop-Up #1: Whiz Bang Days.....	52
Pop-Up #2: Chamber Meet + Greet.....	54
The Survey Summary.....	56

03

THE VISION + GUIDING PRINCIPLES

The Vision.....	62
The Guiding Principles.....	63

04

THE TRENDS

Park + Recreation Trends.....	66
Trends 1-9.....	67

05

THE RECOMMENDATIONS

Park Recommendations.....	78
Facility Recommendations.....	82
Programming Recommendations.....	85
Natural Resource + Sustainability Recommendations.....	87
Connectivity + Accessibility Recommendations.....	90
Operations + Maintenance Recommendations.....	92

06

IMPLEMENTATION STRATEGIES

An Overview.....	96
Making It Happen.....	97
Funding Resources.....	104

SYSTEM PLAN **RECOGNITION**

This park system plan could not have been created without the time, energy, and thoughtful input of the community and the following groups. Thank you to all who provided feedback and contributed to the future of Robbinsdale’s park system!

PROJECT TEAM

Bolton & Menk, Inc.

Jonathan Nelsen, PLA	Project Manager
Anna Springer, PLA	Deputy Project Manager/Lead Landscape Architect
Aus Perez	Landscape Designer
Emily Holman	Project Communication Specialist
Casey Byers, PLA	Principal-In-Charge

CITY STAFF

Matt Bazyk	Recreation Services Manager
Tim Sandvik	City Manager
Kayla Kirtz	Sustainability Coordinator
Richard McCoy	Public Works Director & City Engineer

CITY COUNCIL

Bill Blonigan	Mayor of Robbinsdale
Regan Murphy	Ward 1
Jason Greenberg	Ward 2
Mia Parisian	Ward 3
Aaron Wagner	Ward 4

PARK, RECREATION, AND FORESTRY COMMISSION

Melissa Markfort	Ward 1
Erin Sparks	Ward 2
Denise Beck	Ward 3
Damien Rochon-Washington	Ward 4
Daniel Hickman	At-Large
Michelle Vaith	At-Large
Nicholas Erdos-Thayer	At-Large

APPROVED BY CITY COUNCIL

xx/xx/2024

TABLES + FIGURES

TABLES

◇ Table 1: NRPA Park Classifications.....	25
Table 2: Park Amenities + Facilities.....	28
◇ Table 3: NRPA Agency Benchmarks.....	33
◇ Table 4: Indoor Service Area + Recreation Facility Standards.....	35
◇ Table 5: Outdoor Service Area + Recreation Facility Standards.....	34
◇ Table 6: Proposed Park Classifications.....	79
◇ Table 7: Park System Implementation Matrix.....	99
◇ Table 8: Funding Resources.....	103

FIGURES

◇ Figure 1: Median Household Income Map.....	12
◇ Figure 2: City + Area Parks Map.....	22
◇ Figure 3: Trails + Sidewalks Map.....	23
◇ Figure 4: Existing Park Classification Map.....	26
◇ Figure 5: Proposed Park Classification Map.....	27
◇ Figure 6: Existing Land Use Map.....	39
◇ Figure 7: Future Land Use Map.....	40
◇ Figure 8: Park Walkshed Map.....	41
◇ Figure 9: Playground Walkshed Map.....	42
◇ Figure 10: Park Amenities Distribution Map.....	43
◇ Figure 11: Park Structures Distribution Map.....	44
◇ Figure 12: Ballfields Distribution Map.....	45
◇ Figure 13: Sports Courts Distribution Map.....	46
◇ Figure 14: Flex Fields Distribution Map.....	47
◇ Figure 15: Playground Distribution Map.....	48
◇ Figure 16: Water Access Distribution Map.....	49
◇ Figure 17: Winter Activities Distribution Map.....	50
◇ Figure 18: Sanborn Park Final Concept Map.....	81
◇ Figure 19: Sanborn Park Implementation Phasing Map.....	98

HOW TO USE THE PLAN

This park system plan document is organized into six chapters, which include:

1. **Introduction**
2. **The Existing Conditions + Needs**
3. **The Vision + Guiding Principles**
4. **The Trends**
5. **The Recommendations**
6. **Implementation Strategies**

The plans include an inventory and analysis of all collected data; community input results; current park and recreation trends, low, medium, and high-level recommendations; and prioritized implementation strategies with high-level cost estimates for Robbinsdale's parks, trails, and open space system.

An appendix is included at the end of the plan, which contains additional maps and supporting documents, such as the community survey results and park inventory maps.

1. INTRODUCTION

- ◇ The introduction section provides a brief look into Robbinsdale's demographics and community context, as well as an overview of the planning process and purpose and past planning efforts

02: THE EXISTING CONDITIONS + NEEDS

- ◇ The existing conditions and needs section evaluates Robbinsdale's park and trail system through various lenses and outlines future park and trail needs based on feedback from the community

03: THE VISION + GUIDING PRINCIPLES

- ◇ This section helps set the stage for what is desired by the community for the future system and what overarching ideas should help steer its future

04: THE TRENDS

- ◇ The current trends section highlights key social, demographic, and recreational trends that are impacting today's park and recreation systems to help the city maintain a responsive park system

05: THE RECOMMENDATIONS

- ◇ The recommendations section provides recommended actions to help attain the vision for the park and trail system
- ◇ This section acts as the backbone of the plan, building off the analysis and vision

06: IMPLEMENTATION STRATEGIES

- ◇ This section outlines steps to carry out the proposed recommendations, and includes priorities, capital improvements, and funding ideas

01

INTRODUCTION

The City of Robbinsdale is home to many high-quality parks, natural spaces, and recreational areas that provide residents and visitors with ample opportunities to gather, recreate, and relax. **As Robbinsdale continues to grow and evolve, so too must its park, trail, and open space system.** Historically, the city has not had a dedicated park system plan to guide the development, maintenance, and management of its outdoor recreational spaces. As a result, the city has undertaken the development of this park system plan: a visionary document aimed at enhancing park and recreation offerings to meet the needs of future generations.

Developed in collaboration with the community, local stakeholders, and city officials, **this park system plan outlines a comprehensive approach to preserving and enhancing Robbinsdale's park system while also addressing key issues and opportunities in the city.** While the desires of Robbinsdale's existing community are essential, a changing demographic, increasing population density, and shifting recreational trends ultimately demand a forward-thinking plan that can identify opportunities while also providing a tool to prioritize how and when these opportunities are implemented.

This plan reflects a shared community vision and will serve as a blueprint for the development, maintenance, and improvement of Robbinsdale's park system over the next ten years.

THE CONTEXT

AN OVERVIEW

Robbinsdale, which was established in April of 1893, has long been praised for its vibrant landscapes, beautiful parks and lakes, and intriguing natural features. According to local legend, Andrew B. Robbins - a local entrepreneur, civil war veteran, and real estate developer - was so enamored with the agricultural beauty of the area that he couldn't get the memory out of his mind! It wasn't long before the city's population boomed and residences, businesses, and railway and manufacturing companies popped up throughout the community. Although it's located alongside Minneapolis's northwestern edge and is considered a "first-ring suburb," Robbinsdale has maintained a rural and residential feel throughout its long history that its residents have come to cherish.

Currently, Robbinsdale has a population of 14,889 people (according to 2023 U.S. Census data); however, by 2040, the city's population is expected to grow by about 12%, bringing the total population to around 16,400 people. Robbinsdale's land area is approximately 2.98 square miles, of which 2.79 square

miles is comprised of land and 0.19 square miles of water. The city is located alongside adjacent Hennepin County communities, including Crystal (to the west), Golden Valley (to the south/southwest), Minneapolis (to the east), and Brooklyn Center (to the north).

Although Robbinsdale is small in size, it has over 110 acres of varied, accessible, and interconnected parks and open spaces, as well as an extensive trail system. About 15% of the city's land is comprised of public space (212.46 acres) and open water (108.99 acres), which provides plenty of space for residents to engage in a wide variety of passive and active recreational opportunities. To best meet the ever-shifting recreational needs of the community, Robbinsdale has remained committed to enhancing its park and trail facilities (while still maintaining current levels of service) since its conception. However, with limited to no additional area available for park development, it is essential for the community to maximize the use of available parkland, coupled with partnerships and cross-border coordination to offer a diverse array of recreational offerings.

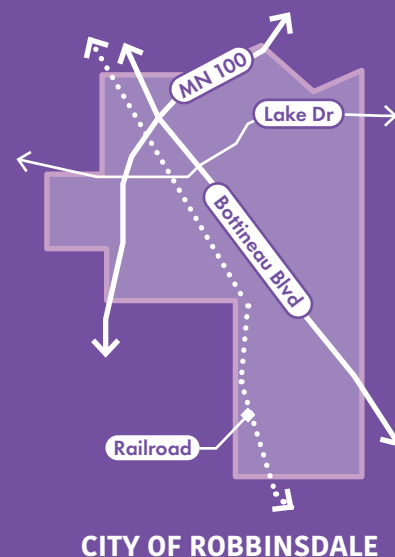
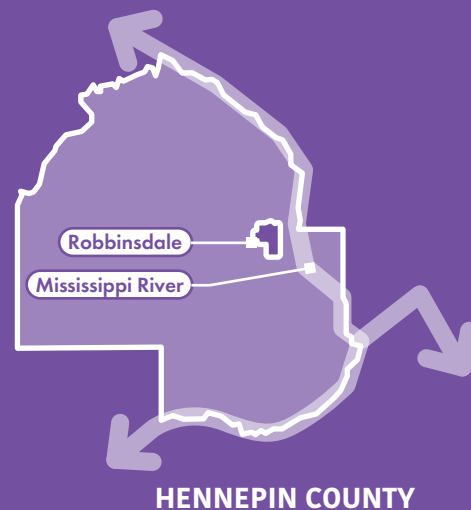


SHIFTING DEMOGRAPHICS

Like many other metro communities, Robbinsdale is experiencing a demographic shift that is anticipated to accelerate as plans for the future Blue Line extension come to fruition. The single-family housing stock in the community consists primarily of modest homes sought after by young families and first-time homeowners, leading to a younger demographic and more active population. Development near future light rail stations in the heart of Robbinsdale is anticipated to increase density and offer further options for young professionals and families. With these changes come shifting needs and desires related to the city's park, trail, and open space system.

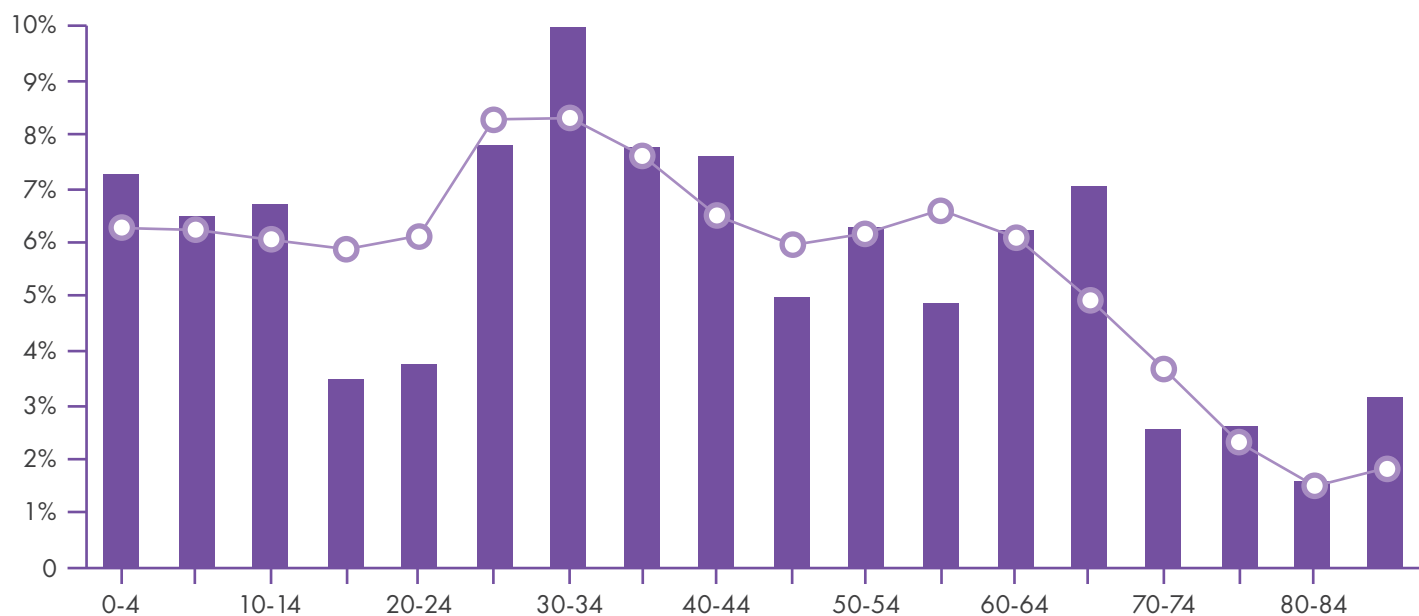
BARRIERS TO ACCESS

Robbinsdale is bisected by Bottineau Boulevard, Hwy 100, and railroad infrastructure. Historically, these roadways and railroads have caused barriers to park and trail access in the community. Bottineau Boulevard, established initially as a connection between Robbinsdale and North Minneapolis, has been widened over time as pressure for increased vehicular capacity arose. This widening of the roadway has turned the corridor into a significant barrier to pedestrian connectivity. As such, access to the full offering of park amenities in the community is somewhat restricted for those in "East Robbinsdale" and "West Robbinsdale. Although the Blue Line Extension Downtown Robbinsdale Station Area Plan identifies several opportunities for strengthening pedestrian connectivity across this corridor, this park system plan also provides potential solutions to enhance connectivity and accessibility throughout the community.

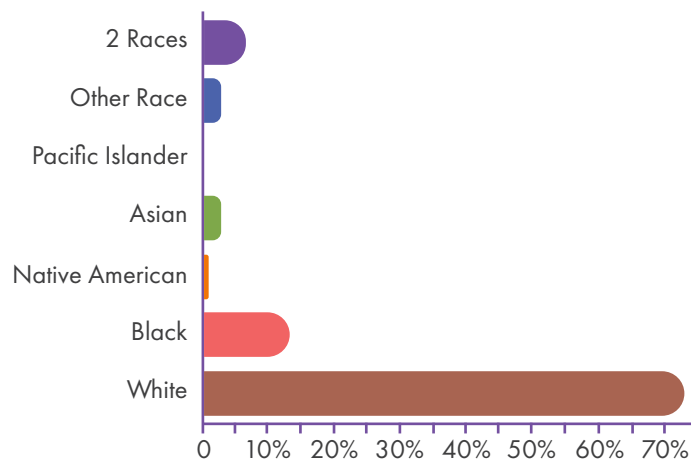


THE PEOPLE

With its location in the heart of the Minneapolis-St. Paul Metropolitan Area, the demographic make-up of Robbinsdale reflects a blend of age groups and cultural backgrounds that help to enhance the social fabric of the community. Included below are a number of metrics (based on the most recent U.S. Census Data) related to Robbinsdale's population, median age, education levels, median household income, race and ethnicity, poverty status, and more.



POPULATION BY AGE: 5-YEAR INCREMENTS (2021)



POPULATION 18+ YEARS BY RACE



14,889
TOTAL
POPULATION



6,512
TOTAL # OF
HOUSEHOLDS



\$73,727

**MEDIAN
HOUSEHOLD
INCOME**



\$295,321

**MEDIAN HOME
VALUE**



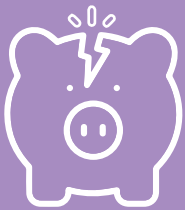
331

**TOTAL # OF
BUSINESSES**



5.6%

**UNEMPLOYMENT
RATE**



11%

**HOUSEHOLDS
BELOW THE
POVERTY LEVEL**



27%

**HOUSEHOLDS WITH
1+ PERSONS WITH A
DISABILITY**



No High
School Diploma



21%
High School Graduate



33%
Some College



41%
Bachelors/Grad/Prof Degree



75%
Drove Alone



7%
Carpooled



3%
Public
Transportation

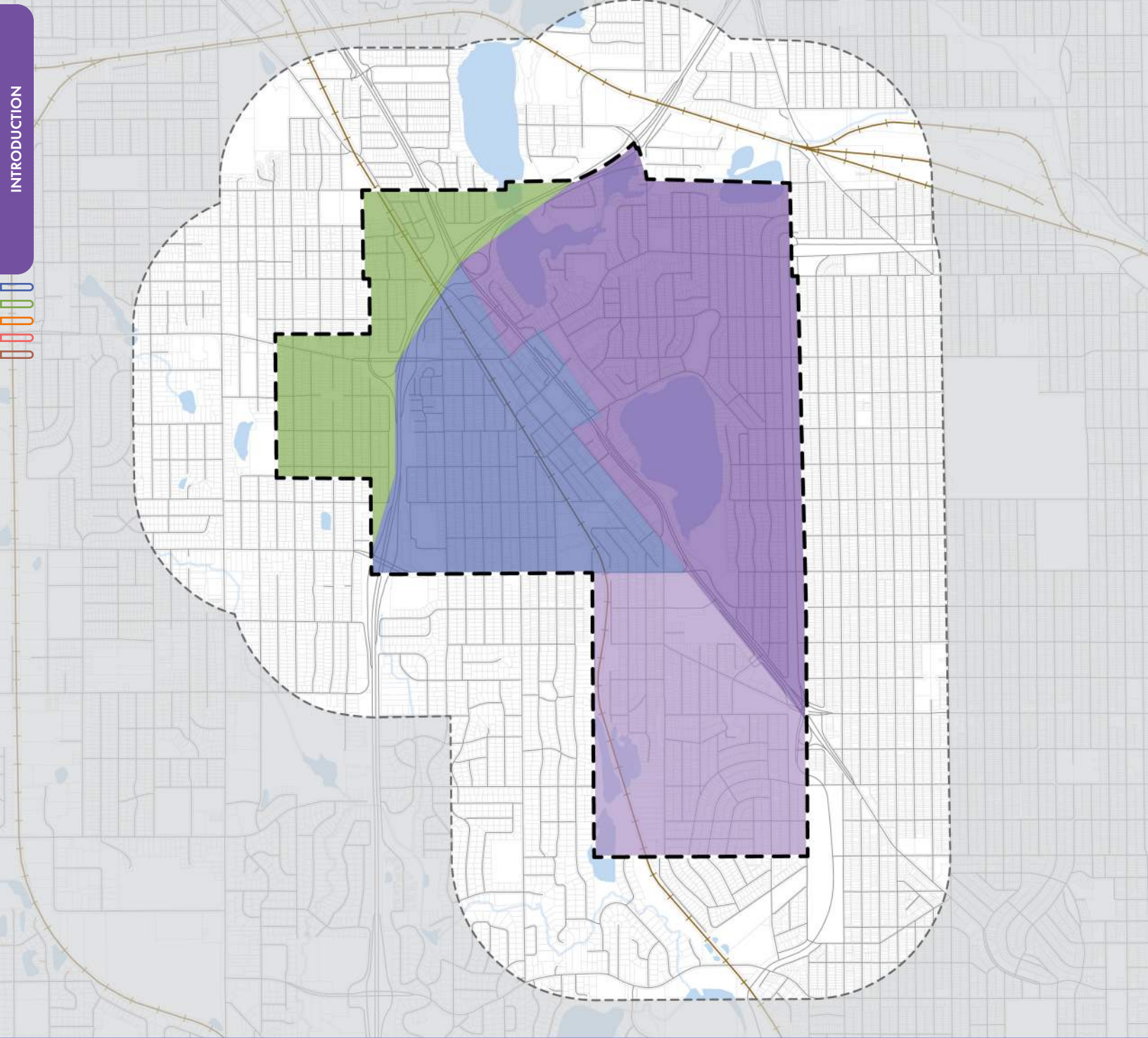


0%
Bicycled



1%
Walked

Figure 1: Median Household Income Map



MEDIAN HOUSEHOLD INCOME

0 2,500 Feet



- \$83,600+
- \$70,700 - \$83,600
- \$60,500 - \$70,700
- \$46,000 - \$60,500

- Lakes and Ponds
- Rivers and Streams
- Parcels
- Robbinsdale City Limits
- Streets
- Railroad



Community members at a city event



Local volunteer participation



Engagement event at Sanborn Park



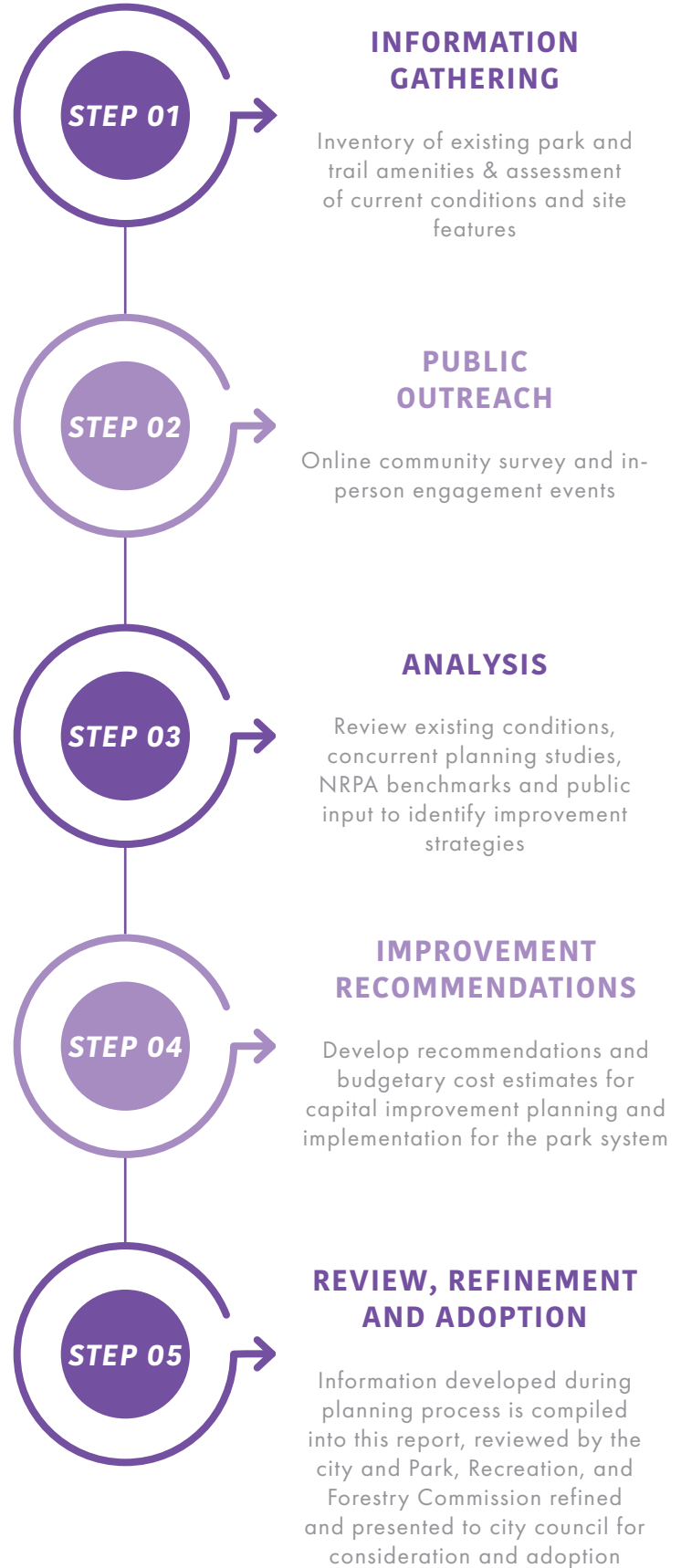
Residents attending the Pet and Wheel Parade

THE PROCESS + PURPOSE

The Robbinsdale Park System Plan, developed in collaboration with the city, local stakeholders, and community members, is meant to establish key recommendations and implementation strategies for the improvement of Robbinsdale's parks, trails, and open spaces over the next 10 years. The park system planning process began with an inventory and analysis of each city-owned park's amenities and facilities and was further informed by in-person community engagement events, meetings with city staff and the Parks, Recreation, and Forestry (PRF) Commission, and an online community survey.

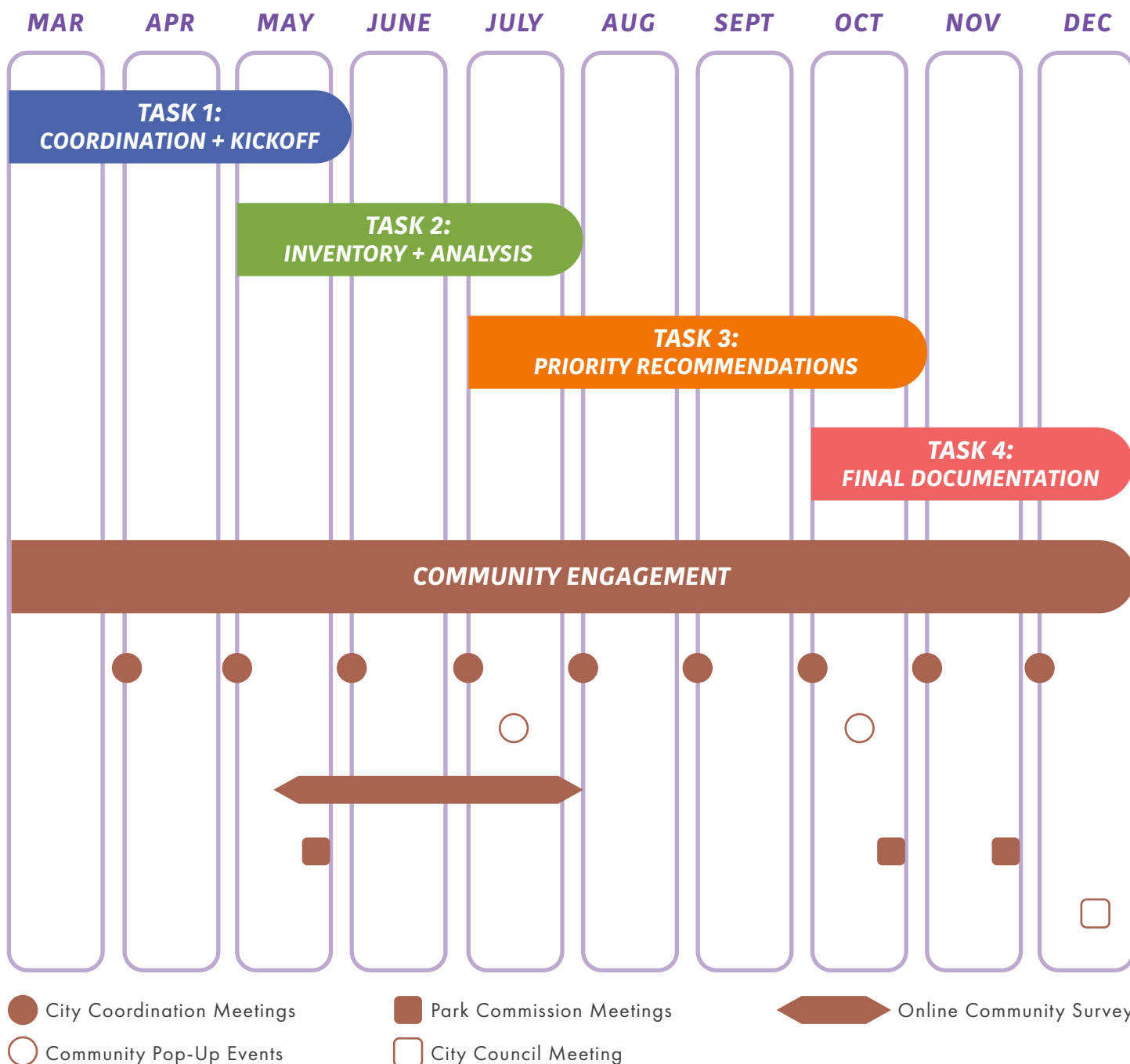
The planning team - made up of landscape architects, park planners, and community engagement specialists - had many discussions with stakeholders to uncover issues affecting the city's parks, trails, and open spaces. These conversations, facilitated by the consultant team, revealed key information about the history of each park's past improvements and existing conditions. Discussions with the PRF commission shed light on how community members use the park and trail system, as well as how changes over time have affected the city's resources.

To ensure the master plan was not only data driven and technically feasible, but also publicly supported, it was crucial to conduct a meaningful, effective, and inclusive community engagement process to ensure all stakeholders had a chance to provide their feedback and ideas. The methods used to better engage the public are discussed in the next section of this report.



THE PROJECT SCHEDULE

This park system plan was created over a ten-month long planning period. Four overall tasks, each with numerous subtasks, guided its development. Each task built upon the previous one, beginning with city coordination and an inventory of the existing system, an assessment of community needs based on a number of engagement events and stakeholder meetings, and ending with the formulation of actionable park and recreation recommendations and strategies for implementation. This structured schedule and process ensured that the plan was reflective of community input and consistent and reliable for city staff's future use.



THE PAST PLANNING EFFORTS

To gain a better understanding of the plans, reports and standards that Robbinsdale currently has, the planning team thoroughly reviewed the following documents:

- ◇ Robbinsdale City Code,
- ◇ the Robbinsdale Energy Action Plan,
- ◇ the 2014 Robbinsdale Pedestrian and Bicycle Plan,
- ◇ the Metro Blue Line Extension: Downtown Robbinsdale Station Area document,
- ◇ the 2040 Robbinsdale Comprehensive Plan

The planning team used these documents to obtain background information on the city, to understand what goals and strategies have been previously developed for the city's park and trail system, and to inform the development of the recommendations (and eventual implementation strategies) included in this plan.

Some key takeaways from the 2014 Pedestrian and Bicycle Plan, the Metro Blue Line Extension: Downtown Robbinsdale Station Area document, and the 2040 Comprehensive Plan include (but are not limited to):

2014 ROBBINSDALE PEDESTRIAN AND BICYCLE PLAN

Note: The 2014 Robbinsdale Pedestrian and Bicycle Plan is currently going through an update process in conjunction with the National Park Service, and will largely guide city-wide trail development and connectivity policy.

THE PURPOSE

- ◇ To provide a set of clear recommendations for improving conditions for walking and biking across Robbinsdale that can be incorporated into the work of city departments and implemented moving forward

WALKING + BIKING GOALS

- ◇ Fill gaps in the network
- ◇ Address concerns of those already walking and biking in Robbinsdale
- ◇ Link areas of low travel stress
- ◇ Update existing facilities
- ◇ Build on the existing network
- ◇ Provide key connections
- ◇ Includes routes that connect to regional, city, and local neighborhood destinations

THE GUIDING PRINCIPLES

- ◇ Improve comfort + safety
- ◇ Connect to Local + Regional Destinations
- ◇ Leverage future light rail transit investment
- ◇ Create comfortable + convenient routes for all
- ◇ Walking and biking as a base for community health and active living
- ◇ Walking and biking as a useful transportation option in Robbinsdale

WALKING + BIKING BARRIERS

- ◇ Intersections along 42nd Ave N/Lake Dr/45th Ave N/CR 9
- ◇ Bottineau Boulevard/CR 81 and 36th Ave N
- ◇ Lack of continuous connection around Crystal Lake

METRO BLUE LINE EXTENSION: DOWNTOWN ROBBINSDALE STATION AREA DOCUMENT

THE GOALS

1. To grow the diversity of experiences, places, customers, and residents in downtown Robbinsdale while maintaining the authentic human scale of the core blocks of W Broadway Ave
2. To transform Bottineau Boulevard from a barrier between east and west Robbinsdale into a valued front door to the community
3. To ensure the introduction of LRT in Robbinsdale serves the long-term interests of residents and businesses in Robbinsdale
4. To build an efficient and amenity-rich public realm

- Enhance the safety and comfort of Bottineau Boulevard + its crossings to serve businesses and residents

◆ Development

- Encourage redevelopment on underutilized properties in order to strengthen the broader downtown and its historic core
- Establish a district parking system that simplifies access to parking spaces, allows people to park once and walk to multiple places, and effectively manages the long-term needs of parkers

◆ Place

- Create new public spaces that elevate economic value and quality of life for all who visit, live, and work in downtown
- Establish a civic campus that improves delivery of and access to public services while supporting the commercial areas of downtown

THE RECOMMENDATIONS

◆ Connectivity

- Develop local multi-modal connections to and through downtown from all parts of Robbinsdale

2040 ROBBINSDALE COMPREHENSIVE PLAN

PARKS + TRAILS GOALS

- ◆ Maintain current levels of service to parks and trails
- ◆ Provide varied, accessible, and interconnected open space to be used by a wide range of people
- ◆ Provide opportunities for residents to participate in a wide variety of leisure activities
- ◆ Conserve, restore, and protect the city's natural resources to ensure their ongoing availability, to support public health, and to maintain a good quality of life

PARKS + TRAILS KEY TAKEAWAYS

- ◆ A variety of developed local and regional park facilities are available in the city
- ◆ Most city parks offer active recreational facilities
 - Regional facilities include the Three Rivers Boat Access on Twin Lake and two regional trails
- ◆ The Robbinsdale Recreation Services Department offers a variety of recreational programs for all ages

02

THE EXISTING CONDITIONS + NEEDS

To make informed and appropriate decisions that adequately address the needs of the community, a comprehensive inventory of the park system was conducted, which included the documentation of all park assets, and an evaluation of their conditions and life cycles. **A detailed analysis of the park and trail system uncovered important baseline information about the state of the city's parks**, such as their current patterns of usage, issues with safety and accessibility, and more.

The following assessment takes a closer look at the quantity, distribution, quality, and current use of amenities and facilities in Robbinsdale's park and trail system. By comparing data collected from the inventory to the standards and benchmarks set up by the National Recreation and Parks Association (NRPA), the planning team was able to identify which assets to retain, which amenities and facilities may be missing from the system, and which park spaces could be transformed to accommodate other uses. Feedback obtained from the community, local stakeholders, the PRF commission, and city staff also provided critical information about the park system and its use.

Ultimately, the planning team was able to use the information gathered during the inventory and analysis process to develop potential strategies to enhance user experience, improve park functionality, and protect the community's natural resources. For more information on park improvement recommendations and implementation strategies, see Chapters 5 and 6.

THE APPROACH

For many years, Robbinsdale's parks, trails, and open spaces have been vital to maintaining the quality of life that its residents have come to cherish. Without recreational opportunities to keep community members physically active, cognitively stimulated, and socially engaged, the community would not be as happy and healthy as it currently is. To effectively leverage the variety of recreational opportunities that Robbinsdale's parks, trails, and open spaces provide, a systematic and comprehensive park system planning process is crucial. A thorough inventory of the park and trail system, an in-depth stakeholder engagement process, and a detailed visualization of the city's distribution of parks, trails, and their amenities and facilities are key to developing a well thought-out park system plan.

As part of the effort for this process, the planning team collaborated with city staff and key stakeholders to better understand each park's issues and assets; this, combined with other outreach methods, led to the development of near-term and long-range improvements for the park system (see "The Recommendations" section for more information). In addition to coordination with the city, a robust community input process (consisting of a community-wide survey and several pop-up events) created important opportunities for the public to inform the planning team and city about their aspirations for Robbinsdale's future park system. With key information gathered from stakeholders, the planning team was able to develop a series of maps, tables, and visuals that explored the distribution of and access to recreational amenities and opportunities in the city.

The ultimate goal of this park system planning process is to support the vision of a healthy, sustainable, and maintainable park and trail system and to discover creative, efficient, and long-term solutions to issues affecting those systems. To effectively guide decision-making, Robbinsdale needs a plan they can reference when deciding to take topics and considerations to the Park, Recreation, and Forestry Commission or city council for consideration.



CONTEXT SETTING

Understand the physical, economic, and social environment of the project



PROCESS

Identify the people impacted by the project and the most effective engagement strategies



ENGAGE + DESIGN

Determine community needs through an inclusive engagement process. Plan, design, and implement the project to advance these needs



ACCOUNTABILITY + TRACKING

Establish project goals that serve all stakeholders and guide decision-making



SUSTAINABLE + RESILIENT

Create an end product that is economically viable, technically feasible, publicly acceptable, and environmentally compatible

THE INVENTORY

Hennepin County, the largest and most populous county in Minnesota (of which one in five Minnesotans live) has a robust park and trail system that includes many high-quality and well-maintained recreational spaces. Robbinsdale, located in the eastern portion of the county - near Minneapolis and a handful of other bustling suburban communities - is no different. The city's parks not only provide a variety of recreational facilities, but also habitats for local wildlife, natural spaces for relaxation, and public spaces for socialization.

Robbinsdale currently has 14 parks, which include mini parks, neighborhood parks, community parks, a community athletic park, a park of historical significance and conservancy areas. Additionally, the city has several connections to the broader regional trail system, namely Victory Memorial Parkway Regional Trail, Crystal Lake Regional Trail, and Twin Lakes Regional Trail, which help to enhance Robbinsdale's bicycle and pedestrian connectivity.

In May of 2024, the planning team, aided by members of the city's parks and public works staff, conducted an extensive inventory of Robbinsdale's park system, with a primary goal of better understanding each park's

facilities and amenities, and their current condition. This updated inventory of Robbinsdale's park system will assist city staff in better tracking the conditions of their parks, and implementing an appropriate plan and timeline for the continued maintenance and replacement of amenities and facilities in each park.

A few key takeaways from the inventory process include:

- ◇ Robbinsdale's park acreage and trail mileage meet the needs of the community; in fact, almost all of the city has access to parks or trails within a 10-15 minute walk of their home
- ◇ Park and trail connectivity is reduced by a lack of wayfinding, and unsafe pedestrian crossings on busy streets (especially along Bottineau Blvd and MN-100) and railroads
- ◇ Generally, park and trail amenities and facilities are in good condition, although some park buildings, shelters, and playground structures need updating and/or replacing



Graeser Park



Lee Park



Lakeview Terrace Park



Sanborn Park

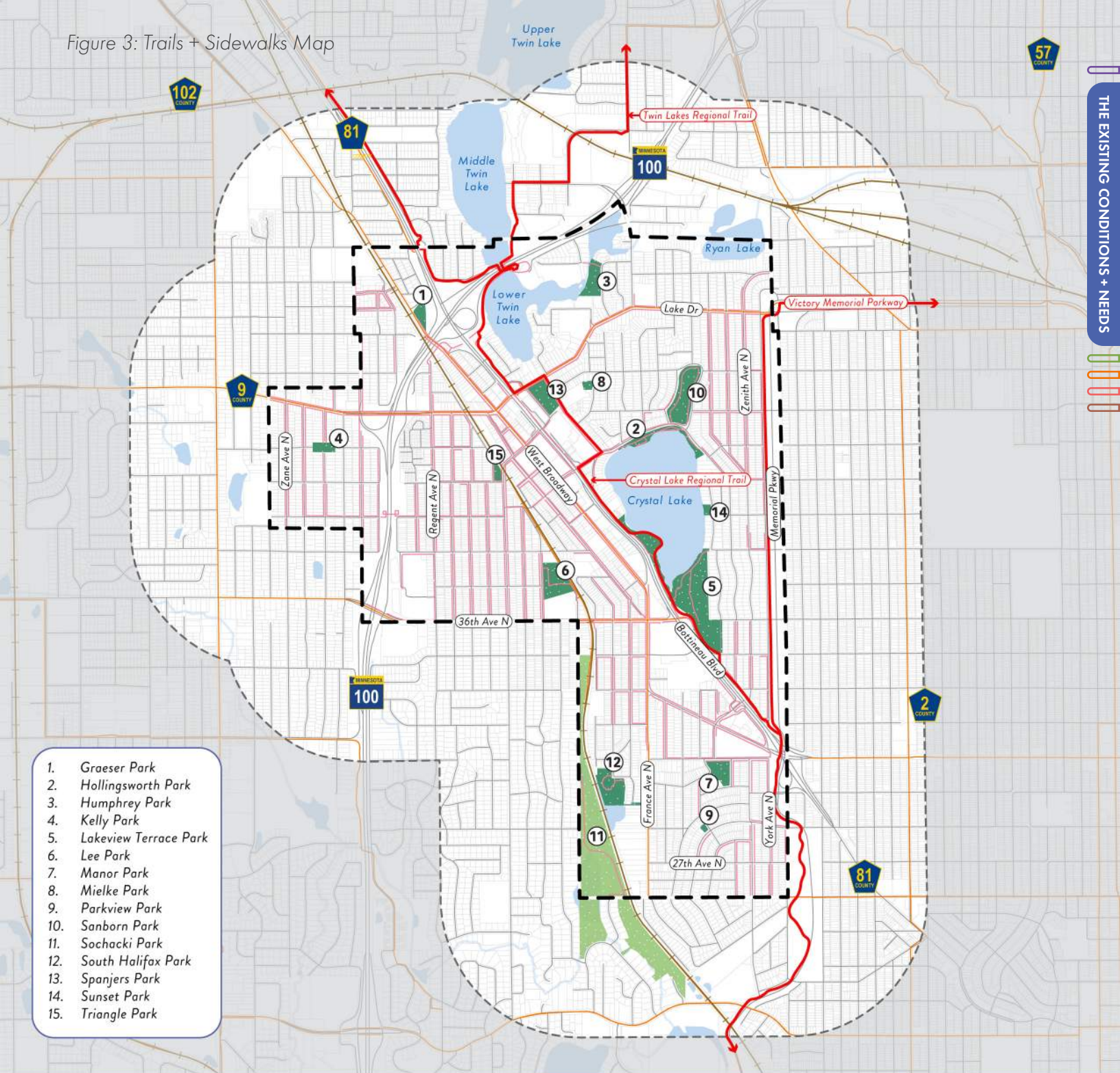
Figure 2: City + Area Parks Map



CITY + AREA PARKS



Figure 3: Trails + Sidewalks Map



TRAILS + SIDEWALKS

0 2,500 Feet



EXISTING PARK TYPES

The National Recreation and Park Association (NRPA), whose mission is “to advance parks, recreation and environmental conservation efforts that enhance the quality of life for all people,” has developed a handful of useful tools for park and recreation agencies to reference as they maintain and enhance their park, trail, and open space systems. These tools include a standard set of park classifications, park and recreation agency benchmarks, and indoor and outdoor recreation facility standards. These standards and guidelines, which are expanded upon in the following pages, assist park and recreation agencies in comparing their community’s facilities to other agencies across the country. To better allocate resources, make more informed decisions, and have a higher likelihood of successful implementation and long-term sustainability, park and recreation agencies should incorporate these metrics into their park system planning processes.

As outlined in Robbinsdale’s 2040 Comprehensive Plan (completed in 2020), Robbinsdale’s parks fall into the following classifications:

♦ **Mini Parks**

- Humphrey Park
- Mielke Park
- Parkview Park
- Sunset Park

♦ **Neighborhood Parks**

- Kelly Park
- Lee Park
- Manor Park
- Sanborn Park
- South Halifax Park
- Triangle Park

♦ **Community Parks**

- Hollingsworth Park
- Lakeview Terrace Park
- Sochacki Park
- Spanjers Park

♦ **Conservancy Areas**

- Humphrey Park
- Sochacki Park

In 2020 (when the comprehensive plan was created), Graeser Park’s land had not yet been released to the city by MnDOT, who recently completed a three-year preservation project focused on restoration of the parks historic stone features. As a result, the park is still technically unclassified.

Sochacki Park, listed above as both a community park and conservancy area, is a rustic outdoor space comprised of upland, wetland, and woodland plant communities located in the southwestern portion of Robbinsdale. The park is operated and maintained in partnership with Golden Valley, Robbinsdale, and the Three Rivers Park District; Robbinsdale owns 36.9 acres of the park’s land, while Golden Valley owns the Rice Pond and Mary Hills Nature Area portions of the park.

The table on the following page provides additional information about each NRPA park classification’s size, service area, typical location, and purpose, as well as the classification each of Robbinsdale’s parks currently fall into. Classifying parks in this way ensures the appropriate management and conservation practices are applied based on each park’s specific purpose and unique characteristics.

Table 1: NRPA Park Classifications

* functions similarly to a neighborhood park

** functions similarly to a community park

Classification	Size (Typ.)	Service Area	Access	Purpose + Function	Robbinsdale
Park Classes Found in Robbinsdale					
Mini Park	2,500 square feet to 1 acre	1/4 mile radius	Easily accessible to neighborhood residents; can be found in urban settings, usually in or near downtown areas	Provides opportunities for recreation close to home, especially where access to larger parks is not possible; often comprised of large areas of hard surfaces	- Humphrey Park - Mielke Park - Parkview Park - Sunset Park
Neighborhood Park	>1 to 15 acres	1/4 to 1/2 mile radius; within a walkable distance to surrounding residents without any major barriers	Easily accessible to neighborhood populations with safe walking and bicycle access	Provides both active and passive recreation and information gathering spaces; responds to the need for basic recreational amenities	- Kelly Park - Lee Park - Manor Park - Sanborn Park - South Halifax Park - Triangle Park
Community Park	>15 acres	1 to 2 miles; community-wide	Accessible by foot, bike, car, and public transit; often located near natural amenities and regional trail systems	Provides a strategic location for community-wide activities that serve a broad purpose; balances active and passive recreational needs	- Hollingsworth Park - Lakeview Terrace Park - Sochacki Park - Spanjers Park
Regional Park	Up to several hundred acres; varies	Community-wide, regional, and tourist use	Can vary; often placed or centered around natural environments	Uses vary but are focused primarily on outdoor and natural resource-based recreation and learning opportunities	
Additional Park Types					
Special Use	Varies	Community-wide	Site-specific	Serves a specific community need (e.g., golf, fitness, nature education, etc.)	
Natural/Conservancy Areas	Varies	Community-wide	Placed around natural resources + amenities	Typically used for passive recreation; designed to protect environmentally-sensitive features	- Humphrey Park - Sochacki Park
Youth Athletic Park*	10 to 20 acres	Community-wide	Generally connected to trails and sidewalks; ample parking	Provides a strategic location for youth athletic fields and their associated facilities	
Community Athletic Park**	10 to 25+ acres	Community-wide	Generally connected to trails and sidewalks; ample parking	Provides a strategic location for organized athletic recreation with regulation-sized fields and their associated facilities	

Figure 4: Existing Park Classification Map



EXISTING PARK CLASSIFICATION MAP

0 2,500 Feet

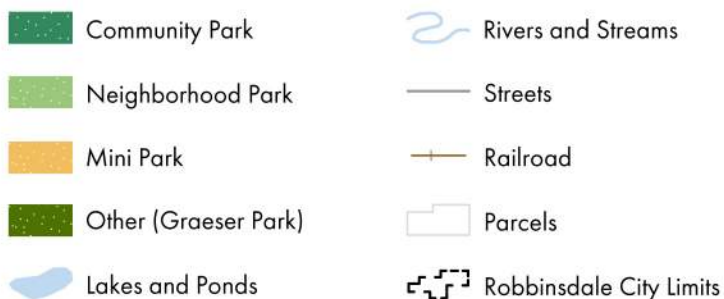


Figure 5: Proposed Park Classification Map



PROPOSED PARK CLASSIFICATION MAP

0 2,500 Feet



- Special Use Park
- Playlot
- Linear Park
- Mini Park
- Neighborhood Park

- Community Park
- Conservancy Park
- Rivers and Streams
- Lakes and Ponds
- Streets

- Railroad
- Parcels
- Robbinsdale City Limits

EXISTING AMENITIES + FACILITIES

After the completion of an in-depth inventory of Robbinsdale’s park, trail, and open space system, collected data was consolidated into an existing amenities and facilities chart. This chart identifies recreational assets currently available to residents in Robbinsdale, and amenities that are currently missing from the system. Although the inventory table is not entirely comprehensive, it provides a snapshot of Robbinsdale’s system-wide offerings and can be used alongside the standards and guidelines outlined in this section to assist the city in identifying what they should or should not consider adding to their park and trail system.



Table 2: Park and Trail System Amenities + Facilities

Park	Address	2040 Comp Plan Classification	Size (acres)
Graeser Park	W Broadway + Hwy 100	Unclassified	3.4
Hollingsworth Park	4237 Shoreline Drive	Community Park	4.4
Hubert H. Humphrey Park	4545 Halifax Ave N	Mini Park /Conservancy Area	3.8
Kelly Park	4100 Xenia Ave N	Neighborhood Park	1.7
Lakeview Terrace Park	3769 Crystal Lake Blvd	Community Park	33.9
Lee Park	3738 Lee Ave N	Neighborhood Park	2.5
Manor Park	3129 Abbott Ave N	Neighborhood Park	3.9
Mielke Park	4239 Halifax Ave N	Mini Park	0.6
Parkview Park	2765 Parkview Blvd	Mini Park	0.2
Sanborn Park	4236 Drew Ave N	Neighborhood Park	8.4
Sochacki Park	3500 June Ave N	Community Conservancy	36.9
South Halifax Park	3101 Halifax Ave N	Neighborhood Park	6.4
Spanjers Park	4511 Lake Dr	Community Playfield	4.0
Sunset Park	3901 Crystal Lake Blvd	Mini Park	0.8
Triangle Park	4001 Noble Ave N	Neighborhood Park	1.0

School Facilities	Address
Lakeview Elementary School Ballfield	4110 Lake Dr
RMS Community Gym + Fitness Center	3730 Toledo Ave N
Regional Trails	
Victory Memorial Parkway Regional Trail	
Crystal Lake Regional Trail	
Twin Lakes Regional Trail	
Bassett Creek Regional Trail	

TOTAL: 111.9 acres



Page 101 of 189

EXISTING PROGRAMMING + EVENTS

EXISTING COMMUNITY EVENTS

Throughout the year, Robbinsdale hosts a variety of events to highlight the community's cultural assets and provide opportunities for residents to make connections. These community events, which include festivals, shows, exhibitions, fairs, and more, have an important role in community development and cohesion. Some of these events include (but are not limited to):

♦ Fall and Winter Events

- The Badges and Bobbers event, the annual Chamber of Commerce Meet and Greet event, and the Vehicle Fair (all in September)
- The Birdtown Boo Bash (in October)
- The annual Chamber of Commerce Holiday Tree Lighting event and the Holiday City Band Concert (both in December)
- The Fire and Ice Family Skating Party (in February)

♦ Spring and Summer Events

- The annual Chamber of Commerce Spring EGGstravaganza event (in March)
- The Arbor Day Celebration (in April)
- The Bike Rodeo and Shelley Day event (both in May)
- Movies in the Park (in June and August)
- Whiz Bang Days and the Pet and Wheel Parade (both in July)
- Wet N Wild Fun Day, National Night Out, and the Public Safety Open House (all in August)
- Lakeview Terrace Farmers Market (May-September)

More information about each of the events listed above can be found on the city's website (www.robinsdalemn.com/events) or in the city's online biannual newsletter and recreation review (www.robinsdalemn.com/news). Residents can also receive email notifications about upcoming events by signing up for eNotifications (www.robinsdalemn.com/subscribe).



Annual Holiday Tree Lighting event



Annual Whiz Bang Days event



Movies in the Park event



Birdtown Boo Bash event

ROBBINSDALE AREA SCHOOLS COMMUNITY EDUCATION PROGRAMMING OPPORTUNITIES

The Robbinsdale Area Schools Community Education (RASCE) program offers hundreds of classes, activities, and events to residents of all ages and walks of life in Robbinsdale, Plymouth, New Hope, Crystal, and Golden Valley. Whether it be Early Childhood Family Education (ECFE) classes, engaging youth programming for school-age children, or adult enrichment and basic education opportunities, there are many ways to get involved or volunteer. Many of these programs are fee-based, but the RASCE organization offers scholarships and fee assistance for many of their offerings. Opportunities and activities for the community to get involved in include (but are not limited to):

♦ Early Learning Programming

- ECFE opportunities designed to help young children develop their physical, linguistic, cognitive, and social potential
- Early Childhood Special Education opportunities for children between birth and five years of age with a demonstrated developmental delay
- ECFE preschool classes (two to five day options) that serve caregivers and children 3 or 4 years old
- Early Adventures, a full-day child care program with a preschool component

♦ Youth Enrichment Programming

- Adventure Club, a before and after-school childhood program for students in kindergarten through 5th grade
- The Basement, a before and after-school childcare program for students in 6th through 8th grade
- An Aquatics Program, which offers high-quality and affordable swim lessons throughout the year
- Youth enrichments classes, camps, and activities for arts and crafts, college readiness, cooking and baking, dance, music and theater, recreation, sports, and

STEM, as well as high school enrichment classes for driver's education, ACT prep, and more

♦ Adult Enrichment Programming

- The Adult Academic Program (AAP) designed to help adults improve the educational skills needed to achieve their academic and personal goals
- GED test prep and assistance
- English language learning/ESL courses
- Adult enrichment classes and activities for arts and crafts, cooking and baking, hobbies and skills, fitness and recreation, health and wellness, lifelong learning, and windows of opportunity

The Robbinsdale Community Gym and Fitness Center (RCGFC), located at Robbinsdale Middle School, also offers a variety of activities and facilities for folks of all ages and abilities to engage in or use. The RCGFC's two gymnasiums feature basketball courts, volleyball courts, pickleball courts, badminton courts, and floor hockey goals, while the fitness center features treadmills, bicycles, stair climbers, rowing machines, ellipticals, multiple strength stations, stability and weighted balls, free weights, and benches. More information about the RCGFC's open gym schedules, rentals, memberships, and fees can be found on the city's website (<https://www.robbinsdalemn.com/services/recreation-parks-facilities/community-gym-fitness-center>).



NRPA AGENCY BENCHMARKS

To operate more efficiently, meet their community’s recreational needs, and position themselves for future success, park and recreation agencies must first understand and align themselves with the standards and guidelines that have proven effective in other communities. Fortunately, the NRPA has developed a set of park and recreation benchmarks for agencies to aspire to based on industry-wide data and best practices. These benchmarks, standards, and guidelines - which provide data on budget allocations, staffing levels, facility maintenance, program offerings, and more - allow agencies to better forecast future park and recreation needs, plan for growth, and ensure they are meeting the ever-changing needs of their communities.

Robbinsdale’s park and recreation agency should reference the 2024 NRPA Agency Performance Review report, which explores several top-line findings pertaining to park facilities, programming, staffing, budget, agency funding, and policies (see below for more information regarding Robbinsdale’s park and recreation agency). As mentioned in the report, it is important to note that “there is no one-size-fits-all solution for maintaining and improving a park and recreation agency,” as there are many factors (such as jurisdiction population, the unique needs of the community, and funding) that influence the development of a park and recreation agency.

Robbinsdale at a Glance:

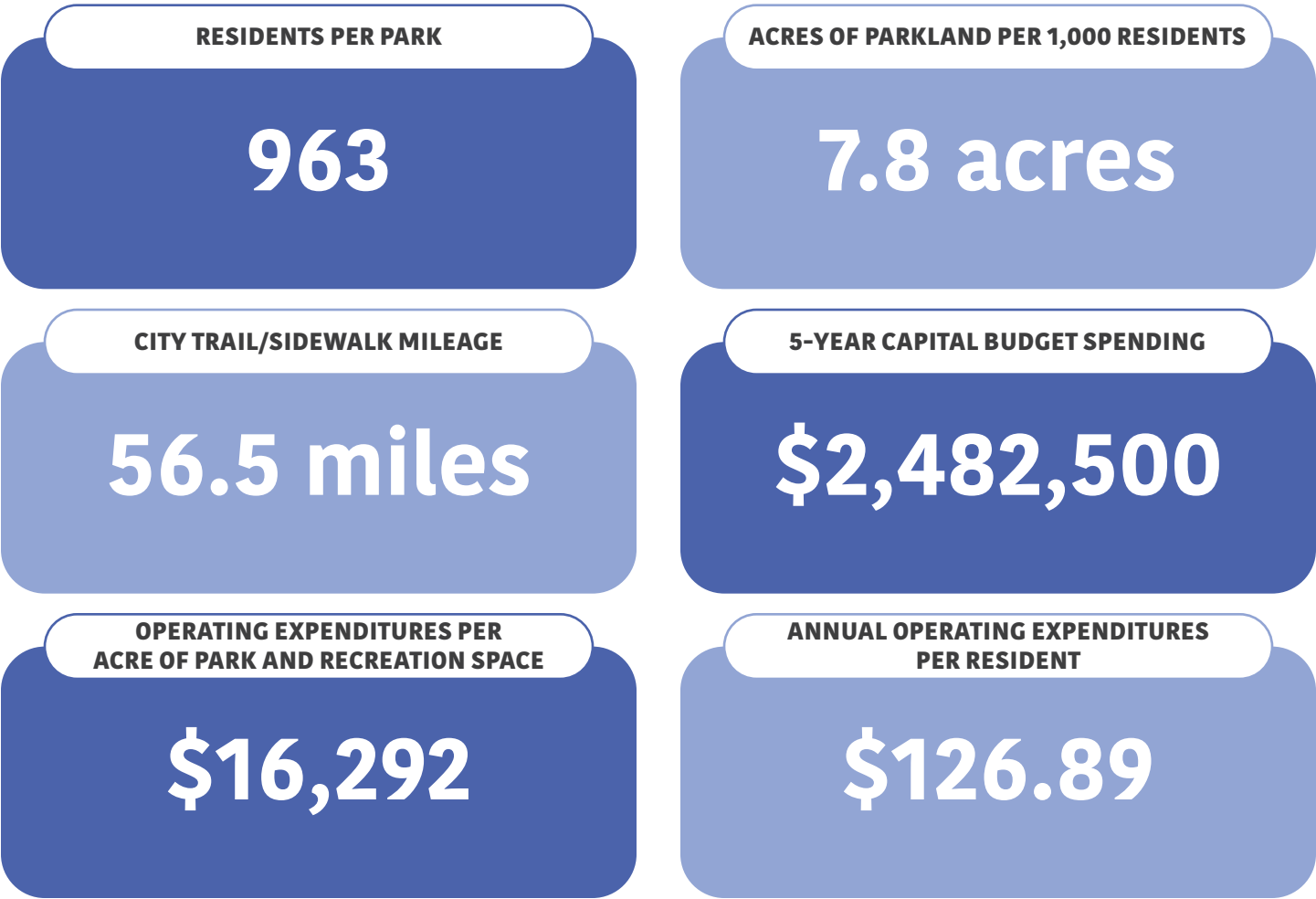


Table 3: NRPA Agency Benchmarks

NRPA Benchmark	All Park and Recreation Agencies (Median)	Park and Recreation Agencies Less Than 20,000 (Median)	Robbinsdale
Park Facilities			
Residents per park	2,386 residents	1,172 residents	993 residents
Acres of parkland per 1,000 residents	10.6 acres	12.6 acres	13.3 acres
Miles of trails	16 miles	4.5 miles	56.5 miles bike way = 13.3 miles sidewalk = 43.2 miles
Staffing			
Park and recreation full-time employees per 10,000 residents	8.9 employees	13.7 employees	10 employees parks = 5 recreation = 4
Budget			
Annual operating expenditures	\$6,453,357	\$1,451,763	\$1,710,676 parks = \$959,767 recreation = \$750,909
Annual operating expenditures per resident	\$99.47	\$135.53	\$126.89
Operating expenditures per acre of park and recreation space	\$8,260	\$9,777	\$16,292.15
Annual operating expenditures per full-time employee	\$110,912	\$101,304	\$171,067.60
Typical percentage of operating expenditures for staffing	54%	N/A	38% parks = \$345,259 recreation = \$307,630
Agency Funding			
Operating expenditures derived from general fund tax support	62%	N/A	12%
Annual revenue generated from each resident	\$22.58	\$47.71	\$59.34
Five-year capital budget spending	\$12,000,000	\$1,814,000	\$2,482,500
Targets for capital expenditures	88% for improvements 7% for acquisition	N/A	N/A
Policies			
Park and recreation agencies that ban tobacco products at their parks and facilities	4 in 5 (80%)	N/A	100%
Agencies with a commitment to diversity, equity, and inclusion expressed in their foundational documents (e.g., vision, mission, and strategic plan documents)	77%	N/A	100%

* derived from the 2024 NRPA Agency Performance Review

** based on Robbinsdale's population of 14,889

SERVICE AREA + RECREATION FACILITY STANDARDS

RECREATION FACILITY SERVICE STANDARDS

Indoor and outdoor recreation facilities are an important component to any park, trail, and open space system because they provide opportunities for community members to gather, socialize, and exercise in safe and inclusive spaces. For both indoor and outdoor recreation facilities, the NRPA has developed service area standards and facility guidelines to give park and recreation agencies an idea of the minimum level of service needed for convenient access to recreation facilities. As mentioned, these metrics should be considered in conjunction with other resources to best serve the needs of Robbinsdale’s unique community.

The tables included in the following pages, based on information publicly available in the 2024 NRPA Agency Performance Review document, provide information pertaining to:

- ◇ the median number of facilities recommended in the community (per population under 20,000 in size)
- ◇ the recommended service area of each of those facilities (measured in mile-drive or minute-walk)
- ◇ the target range and suggested quantity of each facility type
- ◇ the current facility quantity present in Robbinsdale
- ◇ the excess or deficit of each facility type based on the target range identified
- ◇ any notes that provide additional information about nearby facilities that residents of Robbinsdale have reasonable access to

A NOTE ABOUT SCHOOL FACILITIES

The City of Robbinsdale is currently served by Independent School District 281 (commonly known as Robbinsdale School District), which includes 11 elementary schools, 4 middle schools, high schools, an alternative high school, and a virtual school. However, only a few schools are located within Robbinsdale’s city limits. These include:

- ◇ Lakeview Elementary School
- ◇ Sacred Heart Catholic Church and School
- ◇ Robbinsdale Middle School

Although each of these schools offers a number of recreational amenities and facilities (including playground areas, sports courts, and flex fields), they have been excluded from service and distribution and gap analysis tables and maps, as they are not owned and maintained by the city.

KEY TAKEAWAYS

- ◇ Robbinsdale lacks a number of indoor recreation facilities, such as aquatic centers, indoor ice arenas, and nature centers, although all of these facilities can be found in adjacent communities
- ◇ Robbinsdale offers its residents a variety of outdoor recreation facilities but is lacking specialized facilities like disc golf and regular golf courses, outdoor swimming pools, and skate parks
- ◇ Based on the median number of facilities for populations less than 20,000, Robbinsdale has an excess of competitive ballfields, flex fields, playgrounds and outdoor ice rinks

Table 4: Indoor Service Area + Recreation Facility Standards

Facility	Median Number Per Population Less Than 20,000	Service Area	Target Range	Current Number	Excess/Deficit	Notes
Indoor Facilities						
Aquatic Centers	1 per 12,500	Entire city	1 aquatic center	0	-1	- Crystal Cover Aquatic Center (in Crystal) - New Hope YMCA
Community Centers	1 per 9,000	Entire city	1 community center	1	0	- Robbindale Community Gym and Fitness Center - Crystal Community Center - New Hope YMCA - Brooklyn Center Community Center
Indoor Ice Arenas	1 per 8,000	Entire city	1 indoor ice rink	0	-1	- New Hope Ice Arena - Brooklyn Park Ice Arena - Maple Grove Ice Arena
Nature Centers	1 per 10,000	Entire city	1 nature center	0	-1	- Mary Hills Nature Center (in Golden Valley) - Carl W. Kroening Nature Center (in Minneapolis) - Mississippi Gateway Visitor Center (in Brooklyn Park) - Eastman Nature Center (in Maple Grove)
Permanent/Semi-Permanent Restrooms	1 per 5,000	20-25 min.	3 permanent/semi-permanent restrooms	2	-1	- Lakeview Terrace Park - Lee Park
Recreation Centers (including gyms)	1 per 9,500	Entire city	1 recreation center	1	0	- Robbinsdale Community Gym and Fitness Center - Lions Gym and Wellness Center (in Minneapolis) - Creekview Recreation Center (in Minneapolis) - New Hope YMCA - Life Time (in New Hope)
Senior Centers	1 per 14,000	Entire city	1 senior center	1	0	- Five Cities Senior Citizens - Leo Senior Healthy Life Center (in Minneapolis)

Table 5: Outdoor Service + Facility Standards

Facility	Median Number Per Population Less Than 20,000	Service Area	Target Range	Current Number	Excess/Deficit	Notes
Outdoor Facilities						
Ballfields	1 per city + 1 per 2,500 to 5,000 (recreational)	10-15 min.	4-7 recreational ballfields	3	-1 to -3	- Manor Park - Sanborn Park - Triangle Park
	1 per city + 1 per 5,000 to 10,000 (competitive)	10-15 min.	2-4 competitive ballfields	4	0 to +2	- Lakeview Terrace Park - Lee Park - Sanborn Park - Spanjers Park
Basketball Courts	1 per 4,500 (full-court)	10-15 min.	3 (full-court)	0 (full-court)	-3 (full-court)	Full basketball courts are available in adjacent communities
	1 per 3,000 (half-court)	10-15 min.	5 (half-court)	3 (half-court)	-2 (half-court)	- Kelly Park - Sanborn Park - South Halifax Park
Community Gardens	1 per 9,000	Entire city	1 community garden	2	0	3602 Lake Drive 3933 West Broadway
Disc Golf Courses	1 per 11,000	Entire city	1 disc golf course	0	-1	- Bassett Creek Disc Golf Course (in Crystal) - Sunny Side Disc Golf Course (in New Hope)
Fitness Zones/Exercise Stations	1 per 8,000	Entire city	1 fitness zone/exercise station	0	-1	
18-Hole Golf Courses	1 per 9,500	Entire city	1 18-hole golf course	0	-1	- New Hope Village Golf Course - Theodore Wirth Golf Course (in Minneapolis) - Centerbrook Golf Course (in Brooklyn Center)
Flex Fields	1 per 3,000	1-2 miles	5 flex fields	7	+2	- Kelly Park - Lakeview Terrace Park - Lee Park - Manor Park - Sanborn Park - Spanjers Park - Triangle Park
Off-Leash Dog Parks	1 per 10,000	10-15 min.	1 off-leash dog park	1	0	Sochacki Park
Outdoor Ice Rinks	1 per 8,000	10-15 min.	1-2 ice rinks	2	0 to +1	Sanborn Park (2)

Table 5: Outdoor Service + Facility Standards (Continued)

Facility	Median Number Per Population Less Than 20,000	Service Area	Target Range	Current Number	Excess/Deficit	Notes
Outdoor Facilities						
Outdoor Swimming Pools	1 per 9,500	Entire city	1 outdoor swimming pool	0	-1	- New Hope Aquatic Park - Webber Natural Swimming Pool (in Minneapolis)
Pickleball Courts	1 per 3,500	10-15 min.	4 pickleball courts	3	-1	- Manor Park (1) - Sanborn Park (2)
Playgrounds	1 per 2,000	10-15 min.	7 playgrounds	9	+2	- Kelly Park - Lakeview Terrace park - Lee Park - Manor Park - Parkview Park - Sanborn Park - South Halifax Park - Sunset Park - Triangle Park
Skate Park	1 per 11,000	Entire city	1 skate park	0	-1	- Crystal Skate Park - New Hope Skate Plaza
Sledding Hills	N/A	Entire city	1 sledding hill	1	0	Lakeview Terrace Park
Splash Pad/ Water Plaza	1 per 12,500	Entire city	1 splash pad/water plaza	1	0	Manor Park
Tennis Courts	1 per 3,000	10-15 min.	5 tennis courts	3	-2	- Manor Park (1) - Sanborn Park (2)
Volleyball Courts	1 per 9,000	20-25 min.	1 volleyball court	0	-1	- Beach volleyball courts at Theodore Wirth Regional Park - Indoor volleyball courts in Robbinsdale Community Gym and Fitness Center

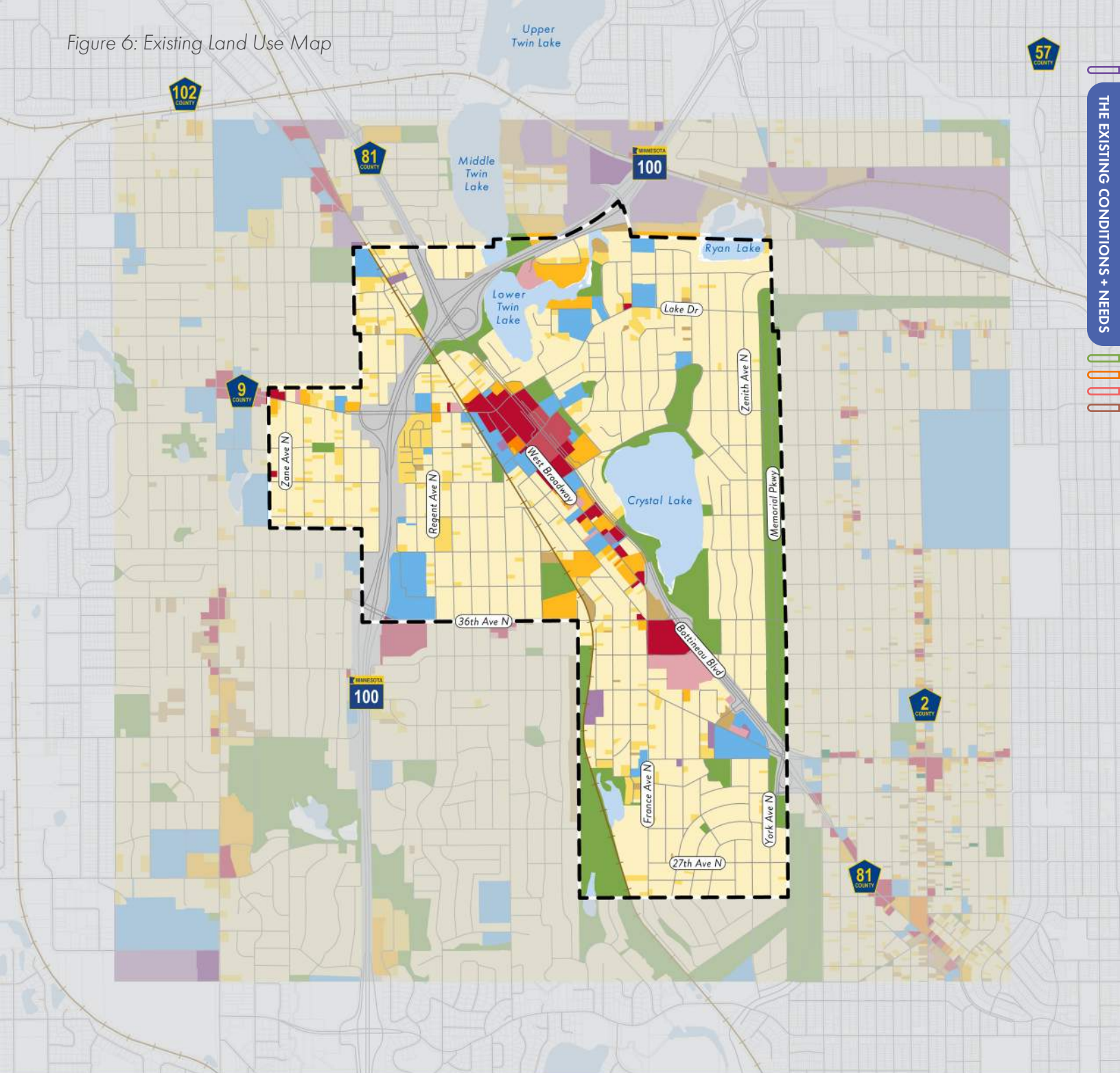
MAPPING OVERVIEW

The following pages contain a number of maps and engagement summaries that the planning team used to better understand the distribution of park and recreation elements in Robbinsdale. These maps, along with community input and stakeholder feedback, helped to identify missing links and community needs in the city's park and trail system.

The maps highlighted in this section of the report include:

- ◇ Existing Land Use Map
- ◇ Future Land Use Map
- ◇ Park Walkshed Map
- ◇ Playground Walkshed Map,
- ◇ Park Amenities Distribution Map
- ◇ Ballfields Distribution Map
- ◇ Sports Courts Distribution Map
- ◇ Fields Distribution Map
- ◇ Playground Distribution Map
- ◇ Winter Activities Distribution Map
- ◇ Water Access Distribution Map

Figure 6: Existing Land Use Map



EXISTING LAND USE

Robbinsdale City Limits

Agricultural

Park, Recreational, or Preserve

Single Family Detached

Single Family Attached

Multifamily

Mixed Use Residential

Mixed Use Commercial

Retail and Other Commercial

Office

Institutional

Mixed Use Industrial

Industrial or Utility

Major Highway/Major Railway

0 2,500 Feet



Undeveloped

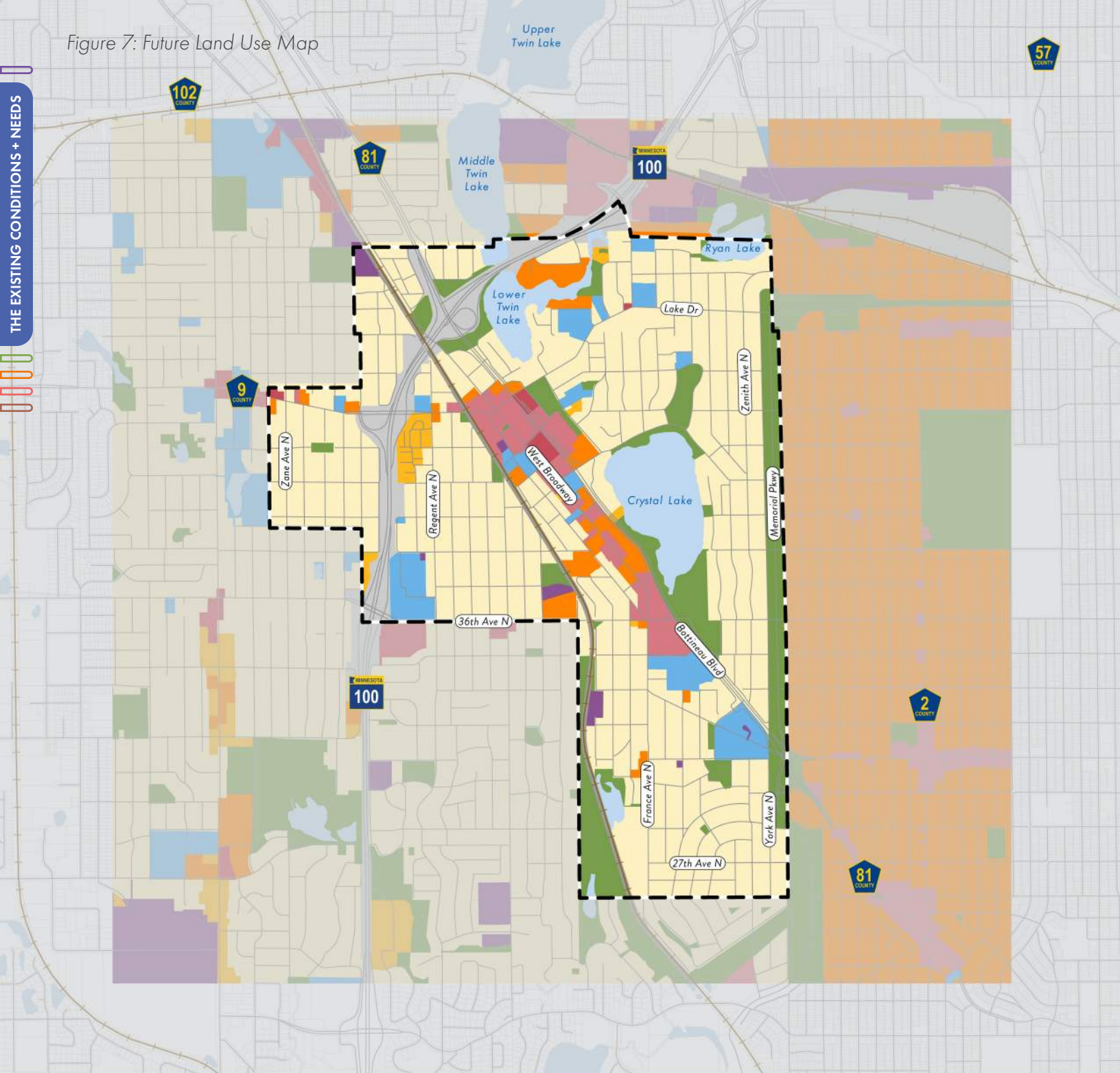
Lakes and Ponds

Rivers and Streams

Streets

Railroad

Figure 7: Future Land Use Map



FUTURE LAND USE

- Robbinsdale City Limits
- Park, Recreation, Open Space, Natural Area, Public Land
- Low Density Residential
- Medium Density Residential
- High Density Residential and Urban Neighborhood

- Commercial
- Mixed Use and Transit Oriented Development
- Institutional and Office
- Utility, Industrial, Production, and Assembly
- Railroad and Railroad Right of Way
- Transportation and Vehicular Right of Way

- Lakes and Ponds
- Rivers and Streams
- Streets
- Railroad

0 2,500 Feet



Figure 8: Park Walkshed Map



PARK WALKSHED

0 2,500 Feet

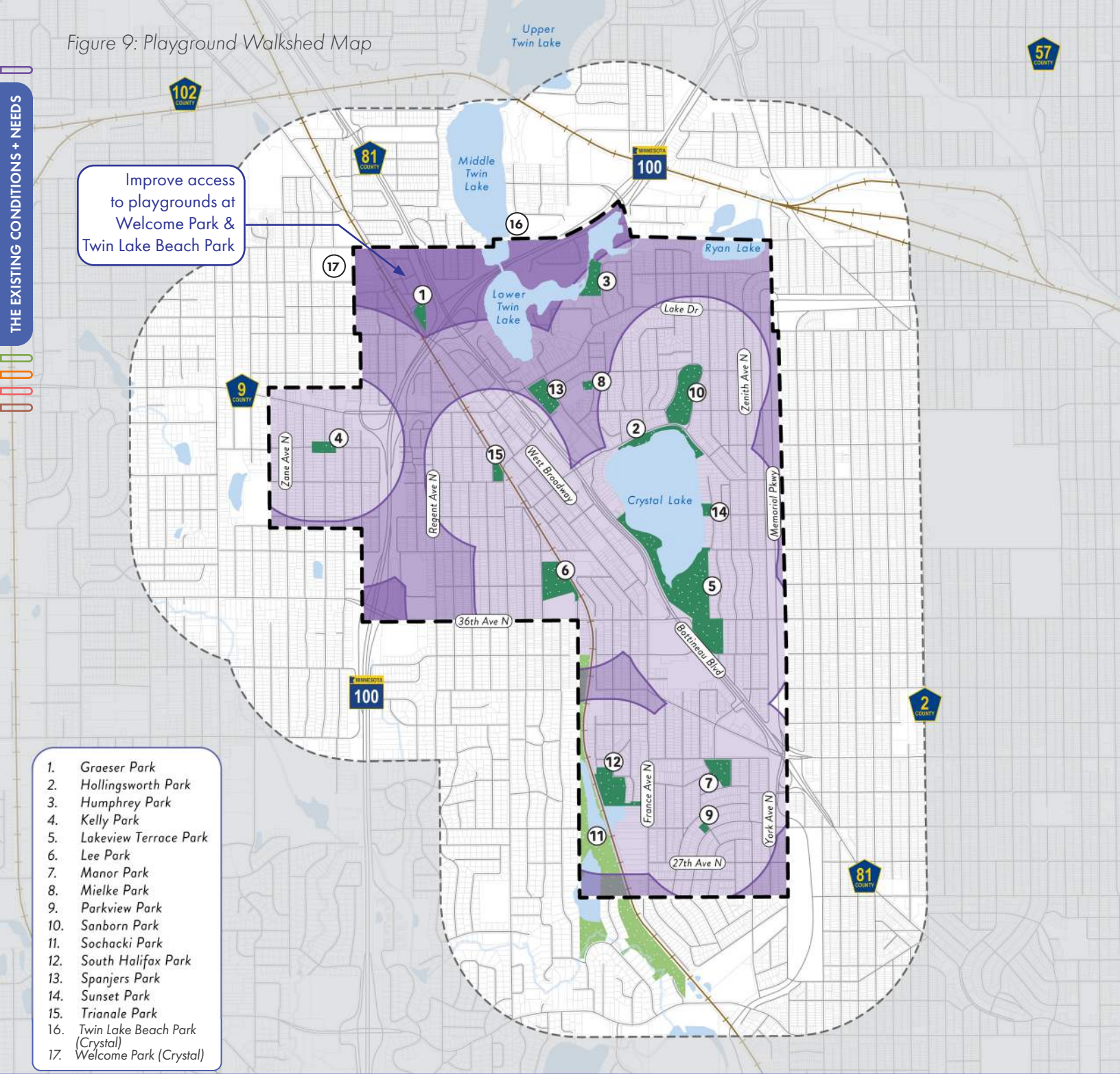


- Robbinsdale Parks
- Three Rivers Park District
- Minneapolis Park & Recreation Board
- Brooklyn Center Parks
- Crystal Parks

- Golden Valley Parks
- New Hope Parks
- 5-Minute (1/4 Mile) Walkshed
- 10-Minute (1/2 Mile) Walkshed
- Lakes and Ponds

- Streets
- Railroad
- Parcels
- Robbinsdale City Limits
- Rivers and Streams

Figure 9: Playground Walkshed Map



PLAYGROUND WALKSHED

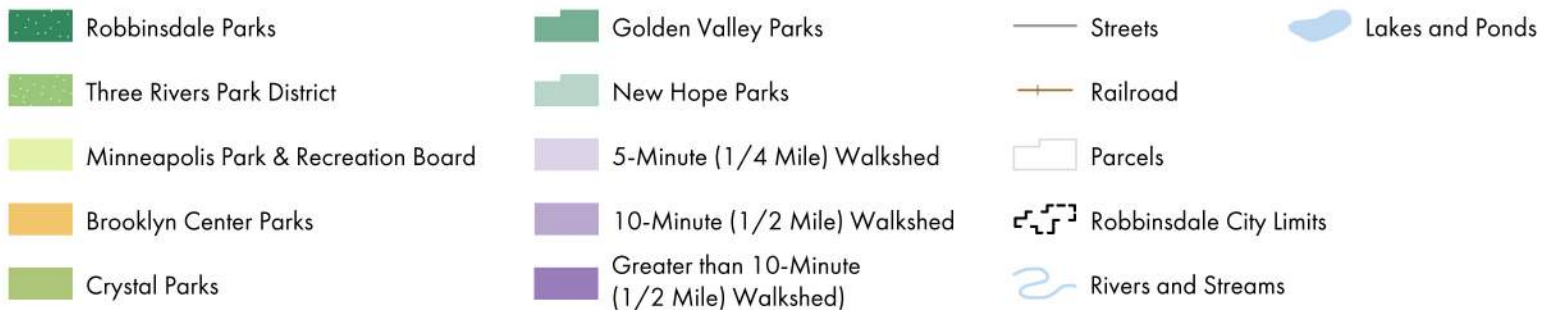
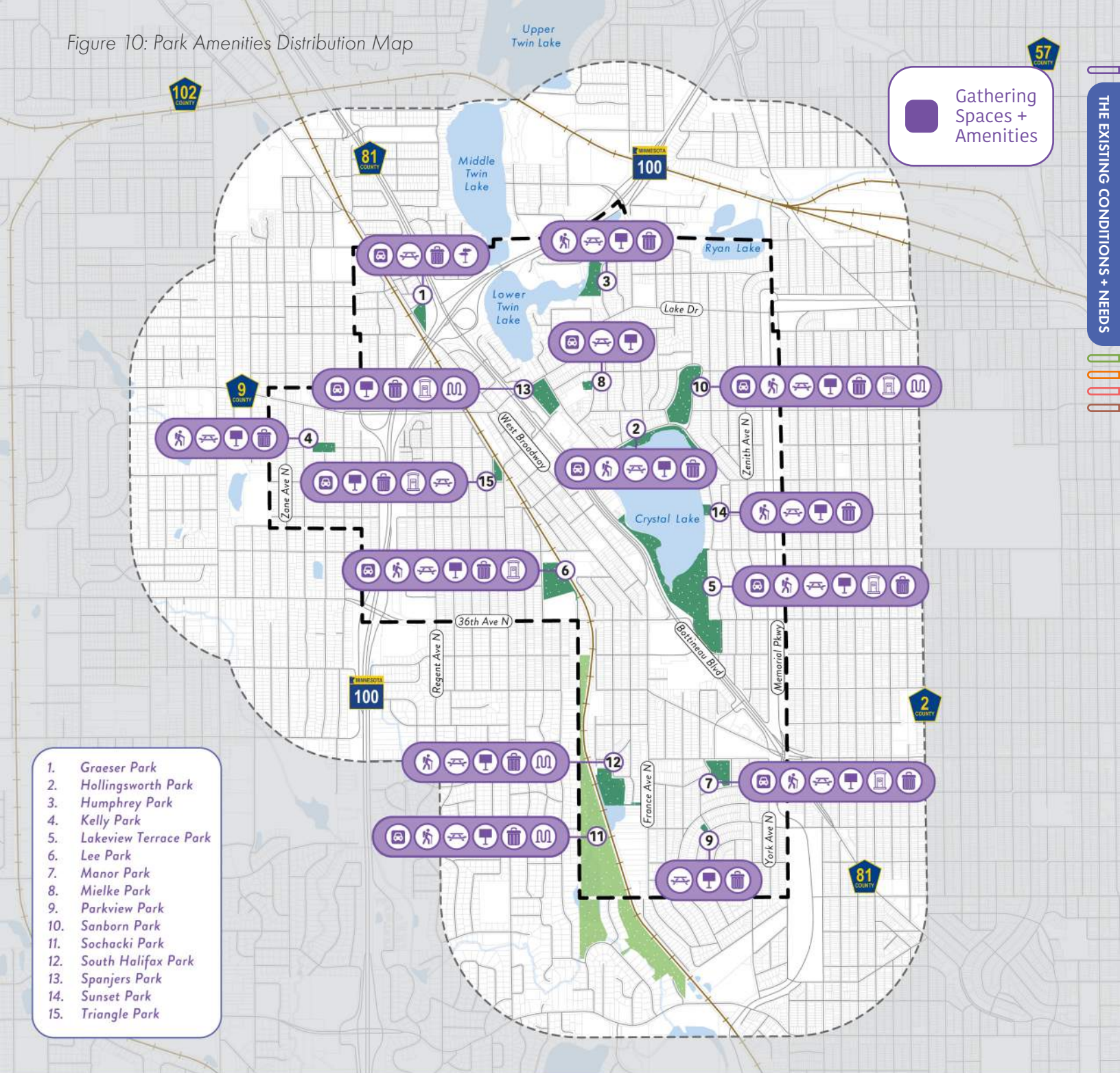


Figure 10: Park Amenities Distribution Map



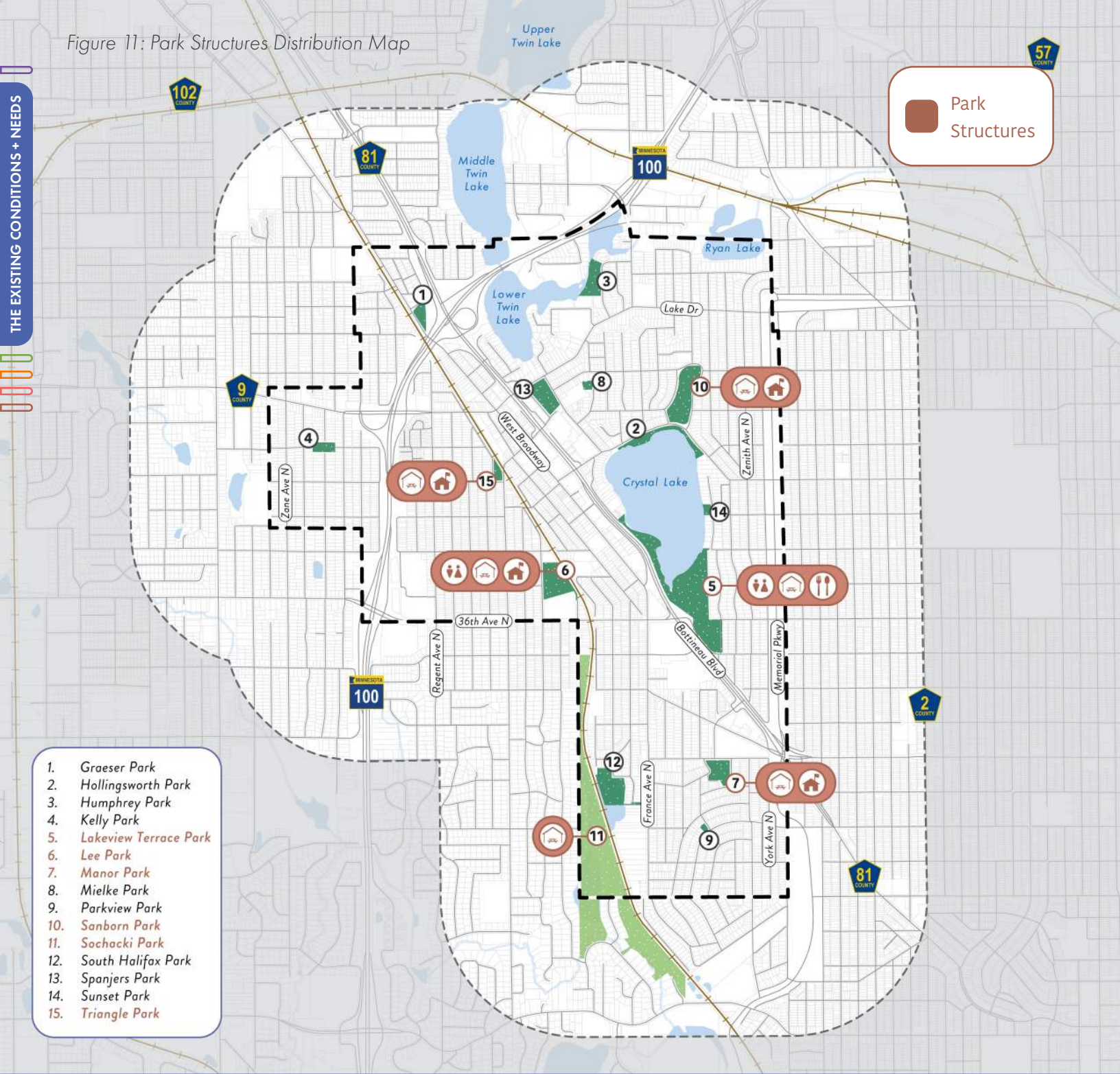
PARK AMENITIES DISTRIBUTION

0 2,500 Feet



- | | | | |
|------------------------|----------------------|----------------------------|-------------------------|
| Bike Racks | Interpretive Signage | Robbinsdale Parks | Streets |
| Off-Street Parking Lot | Litter Receptacles | Three Rivers Park District | Railroad |
| Trails | Portable Toilet | Lakes and Ponds | Parcels |
| Park Entry Signage | Picnic Tables | Rivers and Streams | Robbinsdale City Limits |

Figure 11: Park Structures Distribution Map



PARK STRUCTURES DISTRIBUTION

0 2,500 Feet



- | | | |
|-------------------------|----------------------------|-------------------------|
| Concessions Stands | Robbinsdale Parks | Streets |
| Permanent Restrooms | Three Rivers Park District | Railroad |
| Picnic Shelters | Lakes and Ponds | Parcels |
| Permanent Park Building | Rivers and Streams | Robbinsdale City Limits |

Figure 12: Ballfields Distribution Map



1. Graeser Park
2. Hollingsworth Park
3. Humphrey Park
4. Kelly Park
5. Lakeview Terrace Park
6. Lee Park
7. Manor Park
8. Mielke Park
9. Parkview Park
10. Sanborn Park
11. Sochacki Park
12. South Halifax Park
13. Spanjers Park
14. Sunset Park
15. Triangle Park

BALLFIELDS DISTRIBUTION

0 2,500 Feet



- | | | | | | |
|--|------------------------|--|----------------------------|--|-------------------------|
| | Recreation Ballfields | | Robbinsdale Parks | | Streets |
| | Competitive Ballfields | | Three Rivers Park District | | Railroad |
| | | | Lakes and Ponds | | Parcels |
| | | | Rivers and Streams | | Robbinsdale City Limits |

Figure 13: Sports Courts Distribution Map



SPORTS COURTS DISTRIBUTION

0 2,500 Feet

- Basketball Court (Half-Court)
- Tennis Courts
- Pickleball Courts
- Horseshoe Pits

- Robbinsdale Parks
- Three Rivers Park District
- Lakes and Ponds
- Rivers and Streams

- Streets
- Railroad
- Parcels
- Robbinsdale City Limits

Figure 14: Flex Fields Distribution Map



FLEX FIELD DISTRIBUTION

0 2,500 Feet



Flex Fields



Robbinsdale Parks



Three Rivers Park District



Streets



Railroad



Parcels



Lakes and Ponds

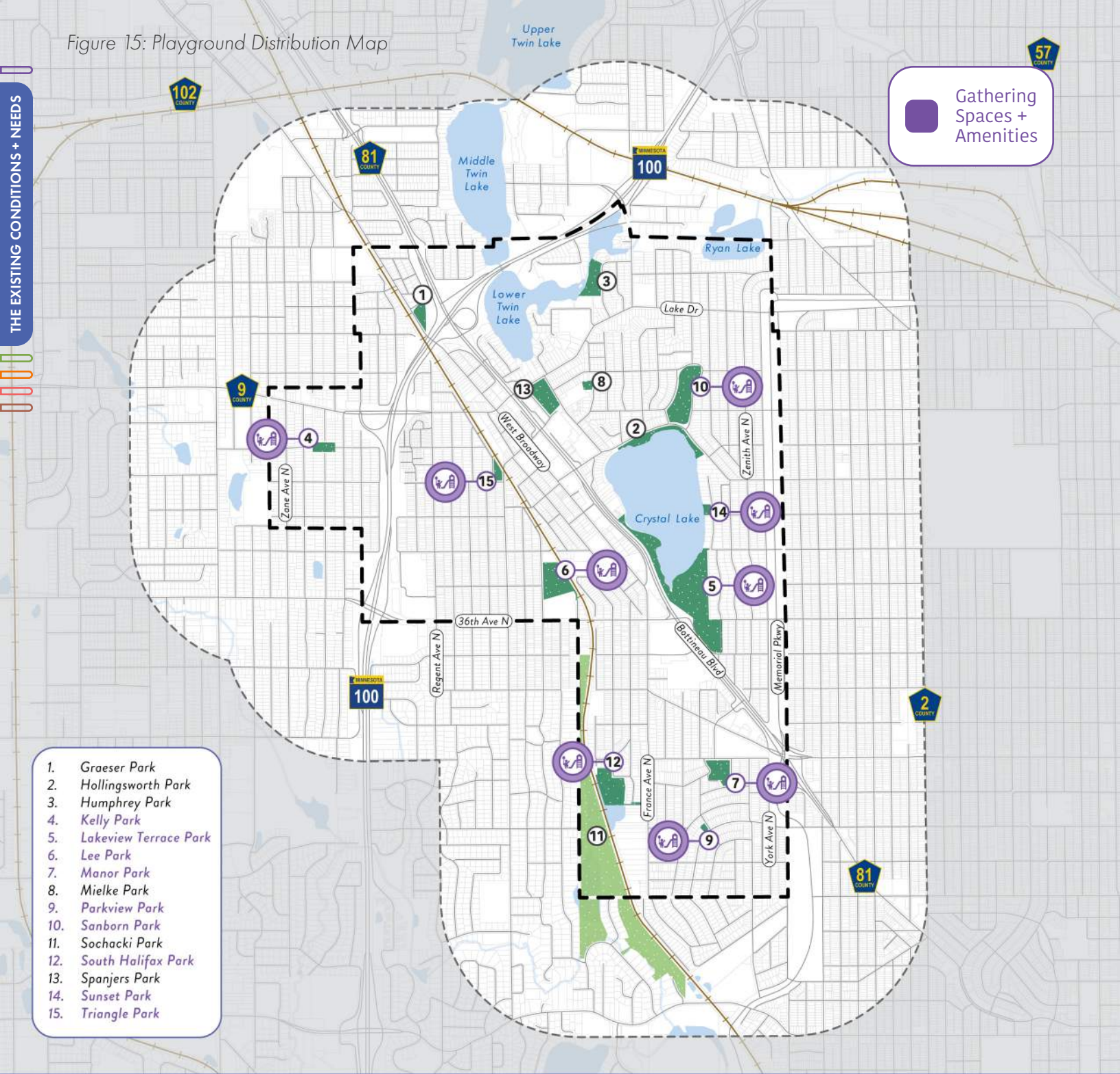


Rivers and Streams



Robbinsdale City Limits

Figure 15: Playground Distribution Map



PLAYGROUND DISTRIBUTION

0 2,500 Feet



Playgrounds



Robbinsdale Parks



Streets



Three Rivers Park District



Railroad



Lakes and Ponds



Parcels



Rivers and Streams



Robbinsdale City Limits

Figure 16: Water Access Distribution Map



1. Graeser Park
2. Hollingsworth Park
3. Humphrey Park
4. Kelly Park
5. Lakeview Terrace Park
6. Lee Park
7. Manor Park
8. Mielke Park
9. Parkview Park
10. Sanborn Park
11. Sochacki Park
12. South Halifax Park
13. Spanjers Park
14. Sunset Park
15. Triangle Park

WATER ACCESS DISTRIBUTION

0 2,500 Feet

- Public Boat Launch
Twin Lake Boat Launch
Crystal Lake Boat Launch
Sweeney Lake Boat Launch
- Public Fishing Pier
at Crystal Lake
at Ryan Lake
at Lower and Middle Twin Lake
- Splash Pad

- Robbinsdale Parks
- Three Rivers Park District
- Lakes and Ponds
- Rivers and Streams
- Streets
- Railroad
- Parcels
- Robbinsdale City Limits

Figure 17: Winter Activities Distribution Map



WINTER ACTIVITIES DISTRIBUTION

0 2,500 Feet



ENGAGEMENT PROCESS

COORDINATION WITH THE CITY

Throughout the planning process, valuable information was gathered from city staff and the Park, Recreation and Forestry (PRF) Commission, who were able to provide local expertise on the system, highlight deficiencies in the city's recreational spaces, amenities and facilities, and help guide the outcomes and implementation strategies discussed in later sections of the report. Monthly coordination meetings with city staff, as well as three PRF commission meetings, covered a multitude of topics ranging from existing conditions in the park and trail system to the community vision, mission and guiding principles for the plan. Coordination with the city was an integral part of the overall planning process.

POP-UP EVENTS

In addition to coordination meetings with city staff and the PRF commission, two pop-up events were hosted, with one facilitated by the planning team (Whiz Bang Days) and the other facilitated by the city (The Chamber Meet + Greet). Whiz Bang Days - an annual community event that features a block party, sports activities, a parade, and even a fireworks show - was a major success, with many residents stopping by to provide their feedback on the early stages of the plan. Similarly, the Chamber Meet + Greet - an

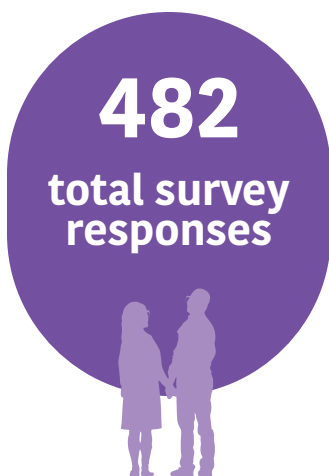
annual family-friendly event sponsored by Robbinsdale Chamber of Commerce that allows the community to learn more about local businesses and organizations - was also successful, with hundreds of residents providing feedback on concept plans for Sanborn Park as well as system-wide improvement recommendations.

THE COMMUNITY SURVEY

Over the course of ten weeks, the planning team engaged the public through an accessible online community survey link. While the survey was active, city staff, the PRF commission, and the planning team spread the word throughout Robbinsdale. At the close of the survey period, nearly 500 community members had provided their feedback and thoughts. Results from this survey were especially helpful in informing the existing conditions and needs and recommendations sections of the plan, and provided the planning team insights on the needs and wants of the community regarding the future of their park and trail system.

ENGAGEMENT AT A GLANCE

The following pages provide a brief summary of the input gathered through coordination with city staff and the PRF commission, feedback received during community pop-up events, and key takeaways from the online community survey.



THE SWOT ANALYSIS

Early in the planning process, the Park, Recreation and Forestry commission completed a SWOT (Strengths, Weaknesses, Opportunities, and Threats) analysis of the existing park and trail system. Findings from that exercise are included below.



POP-UP #1 WHIZ BANG DAYS

PARK SYSTEM PRIORITIZATION

During the Whiz Bang Days pop-up event, community members were invited to place “fuzzies” in jars corresponding to five major park and recreation-related themes to assist the planning team in understanding their priorities. Results from the activity are listed below:

1	Additional Programs, Events + Activities	44
2	Preservation of + Access to the Natural Environment	39
3	Enhanced Playgrounds + Play Features	39
4	Flex/Multi-Use Fields + Sport Courts	27
5	Better Connectivity + Accessibility	22

Residents were also asked the following question: “What are your dreams for the future of Robbinsdale’s park system?” Listed below are a few of their responses.

“Updated lighting + accessible playgrounds for children with physical and sensory disabilities.”

“Keep Robbinsdale walkable by increasing trail connectivity!”

“We need more safe crossings across Bottineau Boulevard.”

“We should look into opportunities for permanent lawn games at Spanjers Park.”

THE FUTURE OF SANBORN PARK

In addition to providing feedback about the park system as a whole, residents were asked to weigh in on the future of Sanborn Park. A series of precedent images of various recreational facilities, gathering spaces and amenities, and park structures were shown as inspiration, and residents were asked to place a “sticky dot” next to their top preferences. Results from the activity are listed below:

1	Free Skate Area	29
2	Off-Leash Dog Park	23
3	Community Building	22
4	Reconstructed Playground	21
5	Seasonal Warming House	12
6	Tennis/Pickleball Courts	12
7	Additional Picnic Tables	10
8	Covered Gathering Spaces	7
9	Additional Benches/Seating	7
10	Multi-Use Rink	5
11	Fitness Equipment	3
12	Additional Softball Field	1
13	Lawn Games	1

When asked to provide feedback on the amenities they use, their dislikes and likes, and preferences on what should be added or removed from Sanborn Park, residents responded in the following ways:

"We should add a dog park on the north side of the park."

"We need to preserve and restore the existing park building."

"A volleyball net needs added somewhere in the park."

"The existing basketball courts needs some attention and resurfacing."

"A horseshoe tournament in Sanborn Park would be so much fun!"

"A free skate area near the existing ice rinks would be a great addition to the park."

"We need more bike trails and bike lanes near Sanborn!"

"We should replace the existing horseshoe pits with additional pickleball courts."

"The benches in the park are not very accessible, especially for older park visitors."

"Adding a band shell stage to the park would be great for community events!"

"Consider removing the ballfield on the south side of the park as it does not get used very often."

"Enhance views from the park to Crystal Lake!"

"A volleyball tournament in the park's open green space would draw in many community members!"



POP-UP #2 CHAMBER MEET + GREET

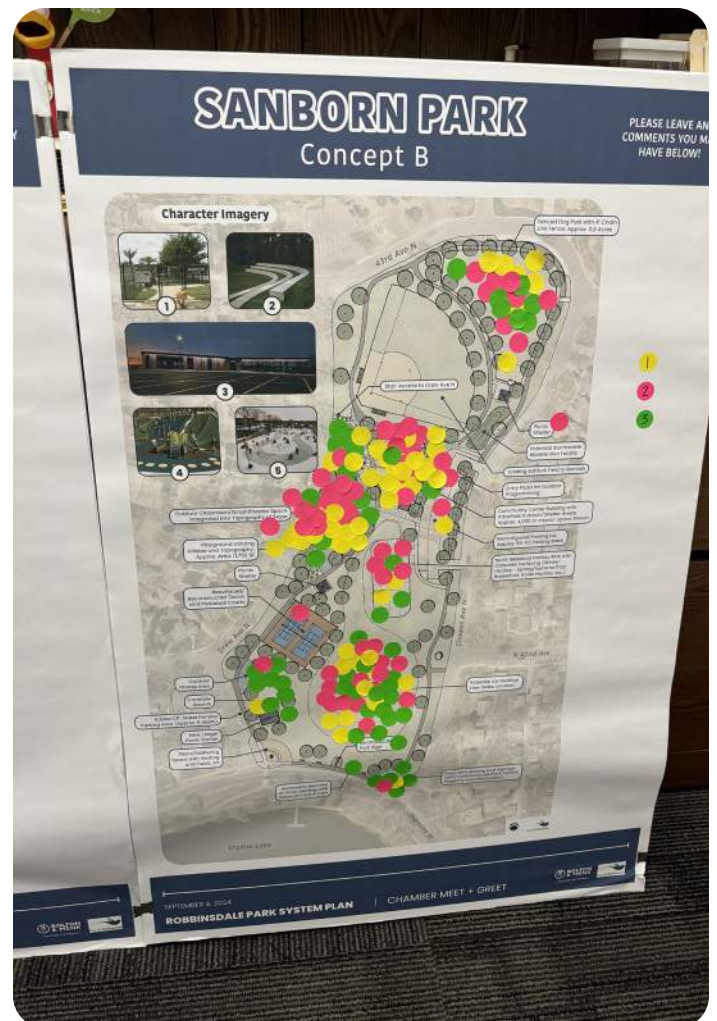
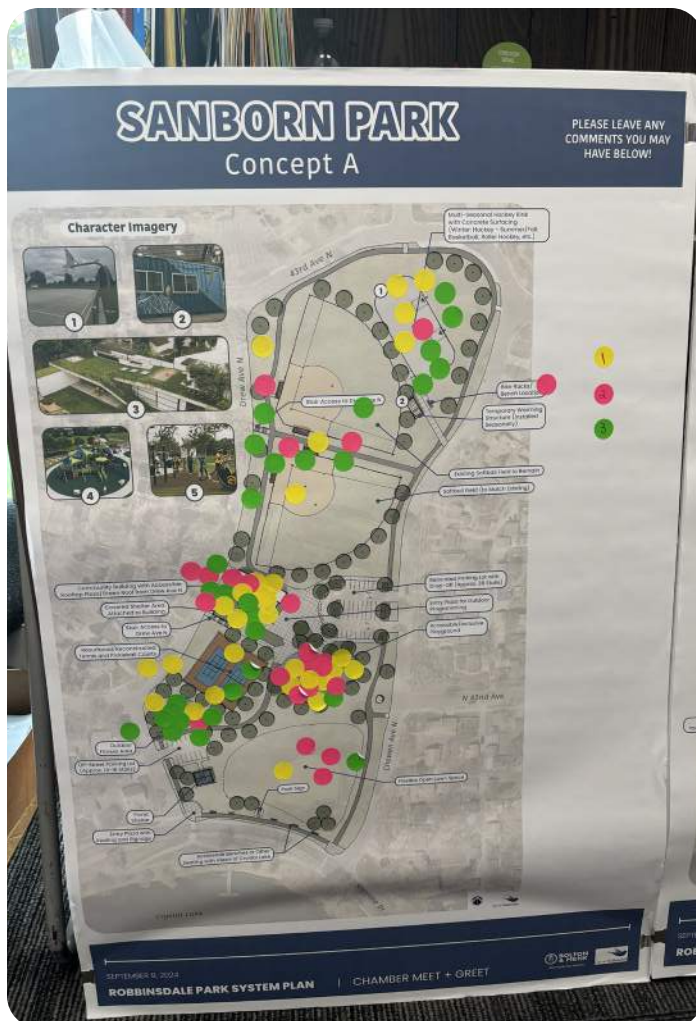
SANBORN PARK CONCEPT DEVELOPMENT

As part of the planning process, the planning team was tasked with developing concept plans for Sanborn Park. The park is used often for community events, offers recreational opportunities to neighboring residents, and provides scenic views of Crystal Lake. After receiving feedback from the community, city staff, and the PRFC (Parks, Recreation, and Forestry Commission), the planning team developed two concepts for Sanborn Park, which can be found in the appendix. These concepts were shared with the community at the Chamber Meet + Greet pop-up event, where residents were asked to identify and prioritize the amenities they'd like to see in the park. Top priorities were indicated by

yellow sticky dots, medium priorities by red dots, and low priorities by green dots.

Included below are the concept boards presented at the Chamber Meeting + Greet pop-up event. There was overwhelming support for Concept B, which included amenities such as a fenced dog park; a community center building with attached outdoor shelter areas; an outdoor classroom, amphitheater, and playground space integrated into the park's western sloped edge, an ice skating/free skating location, and more.

Based on the feedback received, the planning team generated a preferred concept plan that combined features from both initial concepts. This preferred concept plan can be seen in the Recommendations section of this document.



THE SURVEY SUMMARY

SURVEY RESPONDENTS AT A GLANCE



482

total responses

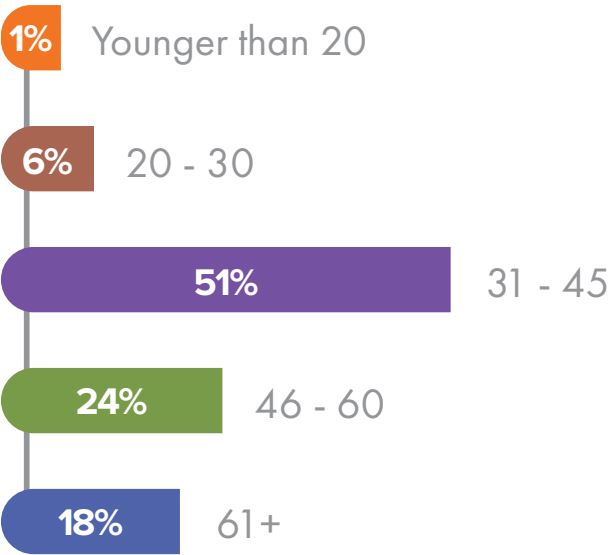
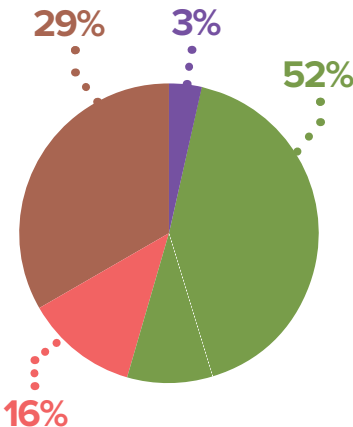
over 1,400

comment responses to survey questions

HOW LONG HAVE YOU BEEN A RESIDENT?

AGE RANGE

-  <1 year
-  1–5 years
-  6–10 years
-  10+ years

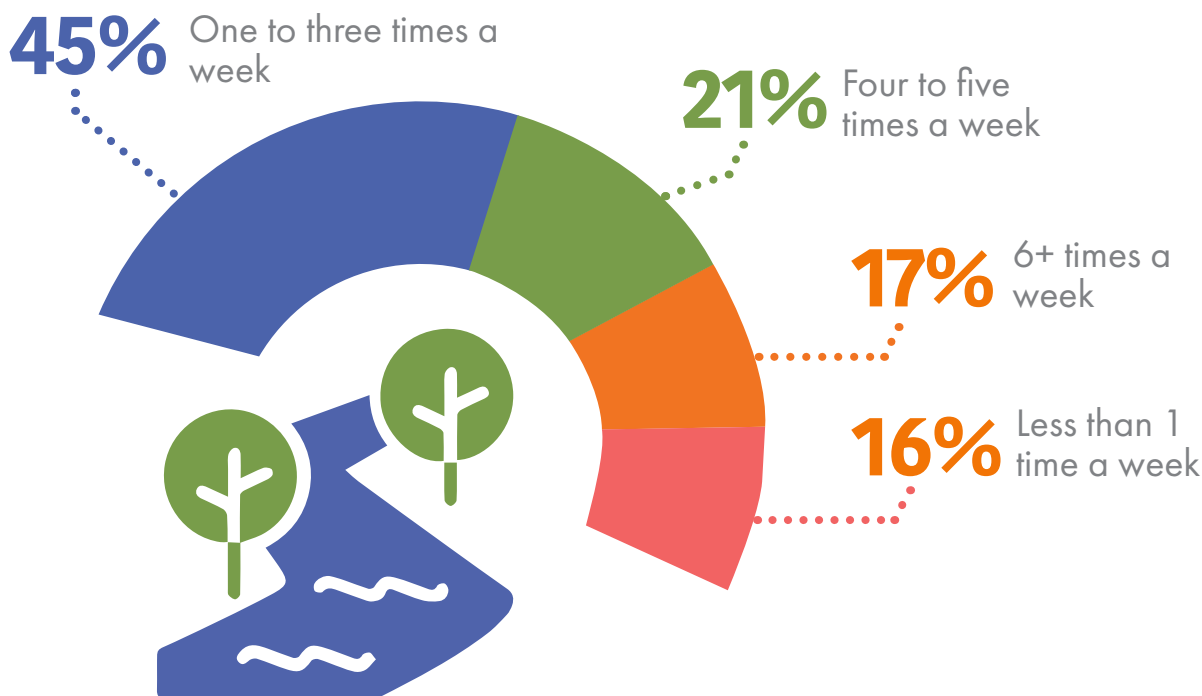


CHILDREN IN THE HOUSEHOLD

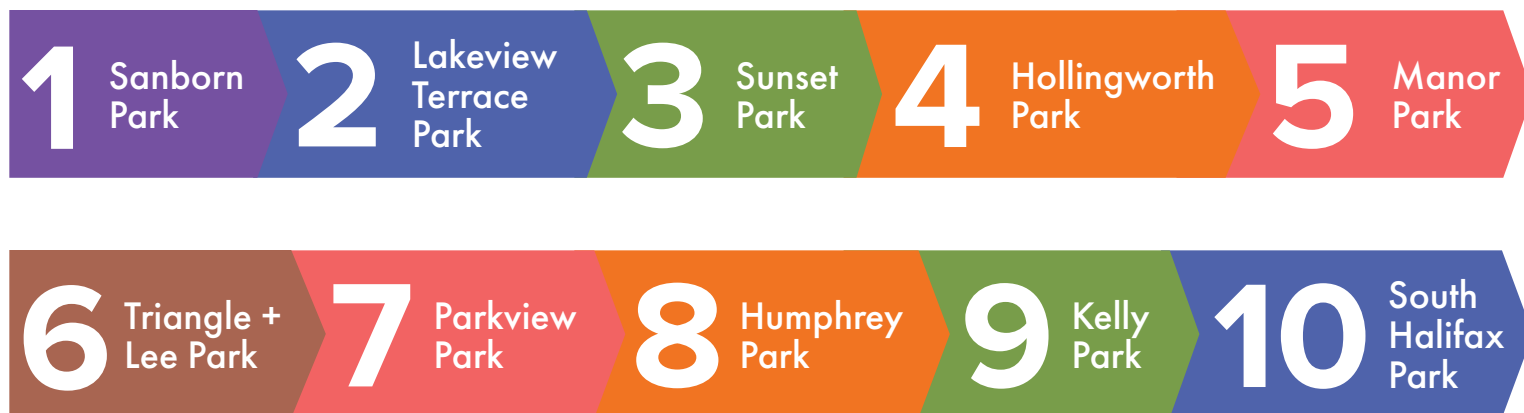


of respondents currently have children in their household or did before but do not currently

HOW OFTEN RESIDENTS USE A PARK SPACE



MOST REGULARLY VISITED PARKS



TOP 5 MOST USED AMENITIES



MOST PARTICIPATED IN ACTIVITIES + EVENTS AT EMPIRE'S PARKS + TRAILS



1st

Enjoying the outdoors



2nd

Exercising



3rd

Playing with children/
Using playgrounds



4th

Walking a dog



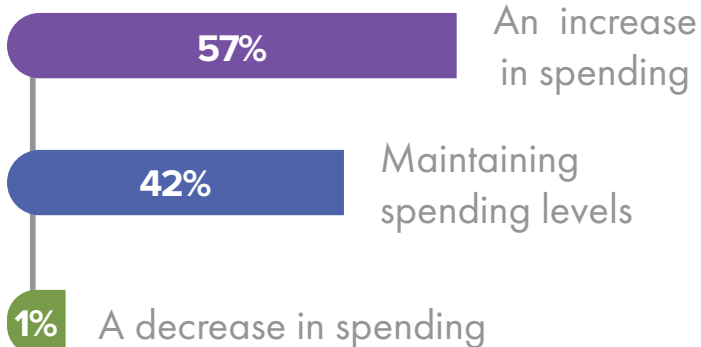
5th

Engaging in youth
sports

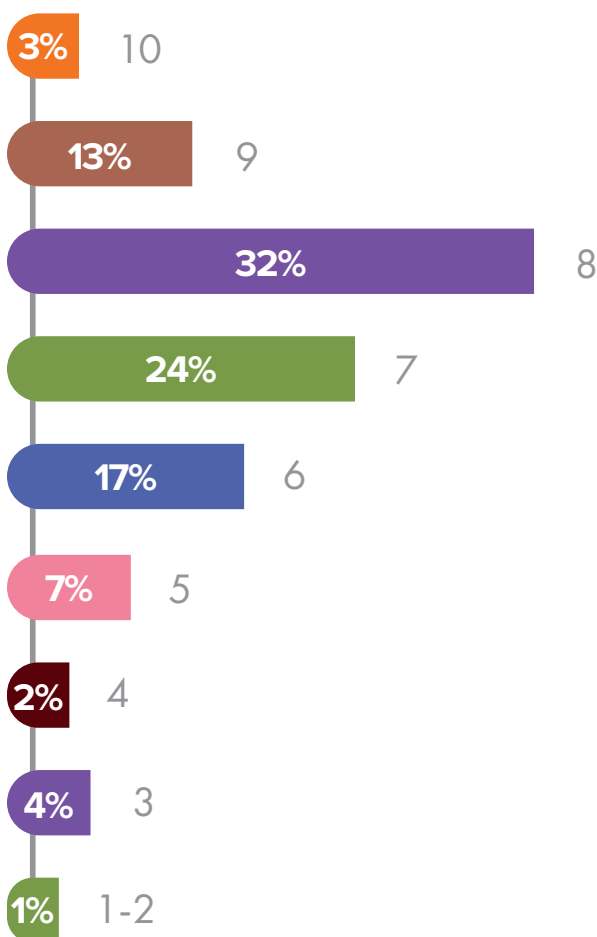
Other common activities include:

- Spending time in a "third place"
- Interacting with others in the community
- Engaging in adult sports
- Playing pickleball
- Picnicking

WHEN IT COMES TO INVESTING IN PARKS, WHICH DO YOU SUPPORT?



HOW WOULD YOU RANK ROBBINSDALE'S PARK SYSTEM?



ADDITIONAL COMMENTS + THEMES

OF COMMENTS RELATED TO...

85

THE NEED FOR PUBLIC RESTROOMS IN PARKS

79

IMPROVED ACCESSIBILITY AND INCLUSIVITY IN THE PARK + TRAIL SYSTEM, INCLUDING PLAY EQUIPMENT

65

INCREASED ACCESS TO NATURE/NATURAL AREAS

60

WALKING AND BIKING PATHS + THE CONNECTEDNESS OF PARKS

51

MORE BASKETBALL

46

SPLASH PAD / WADING POOL

43

DRINKING FOUNTAINS IN PARKS + ALONG TRAILS

37

GARBAGE IN THE PARKS / LACK OF CLEANLINESS

29

TENNIS/PICKLEBALL COURTS

29

TRAFFIC AND ROAD CROSSING CONCERNS

03

THE VISION + GUIDING PRINCIPLES

Understanding and identifying a shared vision and set of guiding principles for the future of Robbinsdale's parks and recreation system is critical to guide future improvements that fulfill the needs and desires of the community. **The vision and guiding principles help define a common goal and set of ideals that clarify where the system is aiming to go.** This chapter sets forth the vision statement and guiding principles for the system for the next 10 years, and explains how they were developed.

THE VISION

THE CITY’S MISSION STATEMENT

Over its more than 100-year history, Robbinsdale has managed to maintain its small town, rural feel, which is a vital part of the city’s existing mission statement and vision for the future. Currently, **the city’s mission statement**, which can be found on the city’s website, is:

ROBBINSDALE... OUR HOMETOWN

- ◇ *Our community of citizens and businesses - dedicated, proud and involved*
- ◇ *Our government - accessible, accountable, open and compassionate*
- ◇ *Our resources - prudently allocated and equitably provided*

A VISION FOR THE FUTURE

Because Robbinsdale is one of the Twin Cities older suburbs, aging infrastructure and the redevelopment of aged, blighted or underutilized properties (especially near the downtown area) has been the primary focus for the city for many years. With increased population and household growth forecasted by Metropolitan Council in the near future - as well as the extension of the Blue Line from Target Field in Minneapolis through Golden Valley, Robbinsdale and Crystal - the city is preparing for major shifts in its transportation systems, residential and commercial land uses, and demographics in the near future. While the city currently has adequately-maintained park and recreation facilities, city staff will need to adapt their offerings and increase staff support to satisfy the needs of their residents.

In order to do so, an updated vision for the city’s parks, trails, and open spaces needed to be developed. Below is a **vision statement** created in collaboration with the city, the Parks, Recreation, and Forestry commission, and the general public. It reads:

“The City of Robbinsdale envisions a dynamic and vibrant park system that is accessible, inclusive, and adaptable to meet the diverse needs of our community. Our parks will be spaces that encourage healthy living, foster social connections, and provide opportunities for recreation and relaxation for all residents. Through thoughtful design and sustainable practices, we will create safe, comfortable, and maintainable green spaces that promote well-being and are resilient to future challenges. Our commitment is to ensure that every park in Robbinsdale reflects our dedication to environmental stewardship, community engagement, and creating an equitable, thriving environment for generations to come.”

THE GUIDING PRINCIPLES

Similarly, an updated set of guiding principle for Robbinsdale’s parks, trails and open spaces will provide the city with an overarching framework to help inform the development and maintenance of their recreational system. The following guiding principles help define the actions that should be taken to achieve the vision statement from the previous page. They also provide a basis for the formulation of the goals, policies and initiatives included in “The Recommendations” section of the report. **The guiding principles** for Robbinsdale’s parks, trails, open spaces, and recreation system are:

ACCESSIBLE + INCLUSIVE

Serve all residents regardless of age, physical ability, socioeconomic status, or background. After all, parks are for everyone!

ADAPTABLE

Be ready to respond to ever-changing trends in parks and recreation, as well as changes related to aging infrastructure, underutilized properties, and transportation.

ENCOURAGE HEALTHY LIVING

Serve as a vital resource for the long-term wellbeing of the community. By educating the community about healthy living and lifestyle choices, the city can encourage people to engage in activities that support their overall health.

MAINTAINABLE

The city’s parks, trails and open spaces are maintainable and fit within a realistic operating budget.

SAFE + COMFORTABLE

Robbinsdale parks, trails and open spaces should be safe and comfortable to all users. Prioritizing safety and comfort will increase regular use of the park system and enhance community trust.

SUSTAINABLE + RESILIENT

Provide environmental, social and economic benefits to the community far into the future, and be ready to thrive with changing futures.



04

THE TRENDS

As Robbinsdale grapples with shifting demographics, an increase in population density, and a variety of community preferences, city staff and other decision makers must consider how facility and programming needs will be met. Park and recreation trends are always changing, can vary by region or climate, and are often impacted by social, cultural, and environmental influences.

In order to adapt to future demands, the city will need to be nimble and flexible in response to the ever-changing needs and desires of their residents. This chapter of the report explores park and recreation-related trends (listed in no particular order) and their potential implications for the future of Robbinsdale's park, trail, and open space system.

PARK + RECREATION TRENDS

To best support current and future residents - and to accurately anticipate their future needs and challenges - it is critical for park and recreation agencies to understand emerging social, recreational and demographic trends pertaining to parks, trails and open space. Understanding the trends outlined in this section of the report will assist Robbinsdale's parks department in creating spaces and programs that are relevant, inclusive and responsive to the shifting preferences and demands of their community. After all, it is the duty of park and recreation agencies to stay ahead of emerging trends and work with park and trail users, residents and partnering agencies to make decisions appropriate for their community.

Robbinsdale will see many shifts in their community in coming years, from changing demographics to land use alterations. As a result, the city has both a challenge and an opportunity to adapt and grow with its residents.

In the following pages, a number of emerging park and recreation trends are highlighted (and listed in

no particular order). Planning for these trends and maintaining flexibility in future parks, trails and open space maintenance and management will be crucial as Robbinsdale evolves.

Below is an overview of nine park and recreation trends for the city to keep in mind over the next ten years (and beyond):

1. **Dynamic Demographics**
2. **Work-Life Balance**
3. **Trending Tech**
4. **Inclusivity + Accessibility**
5. **Non-Traditional Recreation**
6. **Pickleball for All**
7. **More Barks in the Parks**
8. **The Power of Partnerships**
9. **Changes in the Climate**



DYNAMIC DEMOGRAPHICS

Across the country, community demographics - including population, age, gender, race, income, housing and more - are in a constant state of flux. Communities are quickly becoming older and more multi-cultural, and in coming years the socioeconomic, environmental and social needs of residents will be different than they once were. This is especially true for the City of Robbinsdale, where societal shifts have the community and its agencies questioning how exactly to adapt.

Many factors are contributing to Robbinsdale's demographic transformation. As mentioned in the city's 2040 Comprehensive Plan, "the active lifestyles and high quality of life Robbinsdale residents enjoy has increased the number of housing options and diversity of the community." The proposed LRT station, which will be placed on the western edge of the downtown area, will catalyze even more activity in the city as more and more people see Downtown as a hot-spot for shopping and leisure.

Furthermore, the Blue Line Extension LRT project is expected to stimulate the next wave of redevelopment, with many downtown areas identified as having infill redevelopment potential. The dominant use of those redevelopment areas will be mixed-use that accommodates high-density residential (and other uses), which is predicted to draw in a large amount of people looking for apartment-style housing close to the future light rail station area. The introduction of the new light rail line will also increase the number of businesses within the community from expected transit-oriented development growth.

As community demographics fluctuate, Robbinsdale's park and recreation agency will need to keep up to speed with the changes and adjust their services to better fit the people of their community.

→ by 2045

the U.S. will become a majority-minority nation, meaning all Americans will statistically become minorities, as no ethnic or racial group will compose >50% of the nation's population¹

→ from 12% to 23%

the percentage by which people aged 65 or older will increase from today to 2080²

→ 79 million people

the amount by which the U.S. population is expected to grow from 2030 to 2060³



Sources:

1. "Our Nation's Demographic Shift," NRPA
2. "Coping with the Demographic Challenge: Fewer Children and Living Longer," Social Security Office of Policy
3. "Demographic Turning Points for the United States: Population Projections for 2020 to 2060," U.S. Census Bureau

TREND 2

WORK-LIFE BALANCE

Since the COVID-19 pandemic began in early 2020, the workplace has shifted quite substantially. As communities around the world went on lock-down, many employers allowed and even encouraged fully remote work. Although many employers are now requiring staff to return to the office two to three times a week, a considerable amount of the workforce still has more flexibility in their work day than they once did. As a way to get outdoors and engage in physical activity while still adhering to social distancing guidelines, many communities turned to their city's parks, trails and open spaces to recreate and relax, and they continue to do so today. As a result, public parks, plazas, and recreation facilities have become important sanctuaries of respite for people seeking refuge from the uncertainties of the outside world, which has prompted communities to expect more from their parks, such as improved amenities and facilities and enhanced maintenance and programming. Thus, park and recreation agencies

have spent the last few years adapting to the increased interest in their park and trail systems.

The idea of a four-day work has also gained traction and popularity over the last few years. At companies where a four-day work week is allowed, many employees have decided to reallocate the time they once spent commuting to activities that enhance their wellbeing and leisure time, including walking, biking, and other forms of outdoor recreation.

→ **90%**

of younger workers support flexible or remote-hybrid work options

→ **81%**

of the full-time workforce supports a four-day work week to provide more time to recreate and relax with their loved ones

→ **65%**

of employees want to continue to work from home despite firm employer conviction to bring their workforce back to the office



Source:

◇ "Top Trends in Parks and Recreation for 2024," <https://www.nrpa.org/parks-recreation-magazine/2024/january/top-trends-in-parks-and-recreation-for-2024/>

TREND 3

TRENDING TECH

Technological innovation, including the use of artificial intelligence, has already had a large impact on the park and recreation industry in recent years. For example, advancements to AI algorithms and AI-assisted analytics have allowed park and recreation staff to more quickly respond to shifts in park usage and public demand for information, more efficiently process data to make operations and maintenance decisions and predictions, and more accurately monitor community safety and security. Similarly, innovative technology like robotic cleaning systems, self-maintained restrooms, and other technological resources are helping park and recreation agencies maintain their parks, trails and open spaces.

Additionally, the advent of virtual reality and augmented reality technology has and will continue to transform the way the public interacts with park and recreation spaces. Virtual reality and augmented reality technology can enhance the park user experience by providing:

♦ Educational experiences:

- Educational experiences allow park goes to receive information about the plants, animals, or history relevant to the park they're visiting

♦ Navigation and wayfinding apps:

- Mobile applications help park visitors find their way through park systems by providing digital directions and navigation tips

♦ Self-guided tours:

- Through the use of smartphones or augmented reality glasses, self-guided tours provide an opportunity for park users to chart their own journey through outdoor spaces

♦ Fitness and exercise apps:

- The gamification of the park experience through scavenger hunts, fitness challenges and more creates an interesting and fun way to stay active and socialize with others

→ more than 1,000

location-aware apps can track real-time locations of parks users that may be useful to agencies who are interested in better understanding who visits their park systems

→ \$200 million

is the current value of the market for the collection and selling of location-based data relevant to park use

→ about 25

location-aware apps can track and report real-time locations on the average smartphone



Source:
♦ "The Power of Parks to Address Climate Change: A Special Report,"
<https://www.tpl.org/parks-address-climate-change-report>

TREND 4

INCLUSIVITY + ACCESSIBILITY

Adaptive, inclusive and accessible programming and facilities in parks are crucial for promoting a diverse and cohesive community. Prioritizing inclusive park programming and facilities creates opportunities for social interaction and physical activity for individuals of all abilities and backgrounds. When done so successfully, embracing diversity in recreational spaces not only encourages understanding and empathy among community members, but also helps create better-functioning and healthier community dynamics.

Historically, however, some park and recreation agencies have struggled to make their recreation spaces inclusive and accessible to *all* residents, regardless of physical or cognitive ability. To ensure residents of all abilities can participate in park programming and recreational opportunities, park and recreation agencies must increase their focus on supporting access for underrepresented groups. In order to do so, agencies should invest in:

- ♦ **Community engagement opportunities:**
 - By obtaining and evaluating input received from the community, park and recreation agencies will have a better understanding of what residents need
- ♦ **Community outreach:**
 - In order for residents to take advantage of inclusive programming and accessible facilities, they must know they exist; increased outreach to the community about park and recreation offerings should be a primary focus of all park and recreation agencies
- ♦ **Diversity, Equity and Inclusion Training:**
 - To ensure their programming reflects the needs and values of underrepresented groups in their communities, park and recreation agencies must be properly trained in diversity, equity and inclusion

→ 90%

of U.S. adults agree it is important that local park and recreation agencies create and provide recreation programming that is adaptive and inclusive to persons of all abilities

→ 81%

of U.S. adults want parks and recreation agencies to prioritize inclusivity and accessibility through their policies and practices

→ 1 in 3

park and recreation agencies offer adaptive and inclusive sports activities for community members to engage in

Source:

♦ "Top Trends in Parks and Recreation for 2023," NRPA; "Top Trends in Parks and Recreation for 2024," NRPA



NON-TRADITIONAL RECREATION

Recreation trends generally shift based on societal changes and preferences over time. In recent years, there has been a rise in non-traditional and informal recreation in parks, trails and open spaces across the country. These opportunities are often more inclusive and appeal to a wider range of community members, which encourages participation from folks of all backgrounds, age groups and abilities. Additionally, they can be accommodated without severely impacting the limited budgets park and recreation agencies are often working with.

For those who can no longer handle higher-impact or competitive sports like football, basketball, volleyball and baseball/softball, more passive and individual sports offer a way to continue exercise and social opportunities. Passive activities like walking, biking, hiking, paddling, fishing, skating and even skiing are great options for users of all age groups, abilities and interest levels. Other informal recreation programs

include family engagement nights, seasonal festivals, karaoke or movie in the park events, “eldertainment” opportunities, games and activities for “kidults,” and partnerships with local libraries and schools.

As the popularity of non-traditional and informal recreation opportunities shift over the years, park and recreation agencies may need to reconsider their recreational offerings and adjust programming accordingly.

→ from 45% to 38%

the percentage by which the restrictions imposed by the pandemic reduced participation in youth sports

→ 91%

of U.S. adults seek park-centered entertainment and social events that allow them to mix and mingle with others

→ 4 in 5

urban park and recreation agencies partner with local schools to coordinate efforts that connect youth to nature (through coordinated after-school programs, nature-based field trips, etc.)



Source:
 ◇ “Top Trends in Parks and Recreation for 2024,” <https://www.nrpa.org/parks-recreation-magazine/2024/january/top-trends-in-parks-and-recreation-for-2024/>

TREND 6

PICKLEBALL FOR ALL

Over the years, pickleball has seen a massive rise in popularity; in fact, it's now the fastest-growing recreational sport in the nation, with millions of players hitting the courts each day. Pickleball is an enjoyable activity for a variety of reasons: it has a quick learning curve, making it easy for folks of all ages to engage in; it provides a healthy, easy-going and active way to socialize and recreate; and it boosts mood and mental health. However, conflicts over the noise pickleball makes is growing.

As the demand for new pickleball courts and the conversion of underutilized tennis courts continues to increase, park and recreation agencies should consider of number of factors before deciding to add or increase the amount of courts they have in their communities. Some important considerations include:

◆ **Noise:**

- Sound abatement measures and location regulations may need to be enforced to reduce the noise that travels from the courts to nearby homes
- Park and recreation agencies should remain careful and considerate when determining where to site a pickleball court

◆ **Wildlife:**

- In conservation areas or areas with high concentrations of birds, hawks, owls, ravens and eagles, pickleball may interfere with nesting and roosting locations in nearby trees due to the noise the activity produces

◆ **Comfort:**

- Court surface materials, fencing, lighting, shade structures and seating options are all important amenities that should be considered when developing a pickleball court

→ 48.3 million

or nearly 19% of the total adult population have played pickleball in the past 12 months (an increase of 35% since the last research was concluded in August 2022)

→ 34.8 years old

the average age of avid pickleball players, with more than 70% between the ages of 18 and 44

→ 600 ft + under 40 dB

the recommended distance pickleball courts should be placed away from homes + the recommended level noise should be under



Source:
◆ 2023 Association of Pickleball Professionals (APP) research highlights

MORE BARKS IN THE PARKS

Although off-leash dog parks have been a highly sought-after amenity in public parks for many years, the pandemic fueled a surge in dog ownership across the country, both in rural and urban areas. Now, off-leash dog parks are the fastest-growing type of park in America's largest cities, where it is generally difficult to find open space for owners to exercise their pups. These dog parks not only provide a safe and fenced area for dogs to socialize with other animals, but also contain a number of amenities for dogs and their owners to use, such as drinking fountains, waste disposal areas, shaded seating areas and training zones. As the future unfolds, park and recreation agencies should consider adding off-leash dog facilities and amenities in their communities to meet the demand of dog owners and their furry friends.

When designing off-leash dog parks, park and recreation agencies should consider a number of factors, including:

◆ Entry considerations:

- A potty area before entering the park helps keep the play areas cleaner for dogs and their owners
- A double-gated, self-closing area for dogs to prepare to enter or leave the park is an important addition to any dog park

◆ Dog park size considerations:

- If possible, a dog park should have areas for small dogs (less than 35 pounds) and large dogs (more than 35 pounds); an ideal size for these areas should be around 6,000 square feet for small dogs and 14,000 square feet for large dogs

◆ Dog owner considerations:

- Shade structures, adequate lighting and restroom facilities are important facilities to consider for dog owners

→ **42%**

the percent by which the number of dedicated off-leash dog parks in the U.S. increased between 2009 and 2020¹

→ **one in five**

households acquired a dog or cat since the start of the pandemic, accounting for approximately 23 million American households²

→ **45%**

of all families currently own a dog³

Sources:

1. A recent survey from the Trust for Public Land organization
2. 2023 survey by the American Society for the Prevention of Cruelty to Animals (ASPCA)
3. "Top Trends in Parks and Recreation for 2024," NRPA



TREND 8

THE POWER OF PARTNERSHIPS

Typically, park and recreation agencies build, operate and maintain their park and trail systems themselves, with some assistance from local, state and federal grants and programs. However, with public investment in parks declining in recent years, insufficient funding for outdoor recreational spaces has led to a backlog of deferred park maintenance and an inability to create new park facilities and amenities for communities of all sizes. If park and recreation agencies wish to satisfy the ever-evolving needs of their communities, they must look outside of traditional funding/budget sources to effectively sustain their recreation systems. One way to do is to implement park-supportive partnerships.

Successful partnerships with public, private, nonprofit and philanthropic organizations can help ease the tension between available resources for parks and the unique needs of a community. Nevertheless, these partnerships must be carefully established and

maintained, with each partner clearly understanding the role they play in the design, development and operation of park spaces.

Below are a few ways to maximize partnership opportunities, as outlined in the incredibly useful “Successful Partnerships for Parks” document developed by the Urban Land Institute:

- Leverage real estate development to efficiently enhance park access and quality
- Fund parks by promoting or incentivizing nearby development and directing new tax revenues into park assets
- Partner to creatively engage residents and act on locally identified park needs
- Build relationships to invest in park infrastructure that advances community resilience
- Create physical, social and cultural connections that link people, parks and businesses

→ 85%

of U.S. residents identify proximity to parks, playgrounds, open space or recreation centers as an important factor in deciding where to live

→ \$1 billion

the total amount of deferred park maintenance in many large U.S. cities

→ 92%

of U.S. residents say their communities benefit from local parks



Source:

- ◇ “Successful Partnerships for Parks: Collaborative Approaches to Advance Equitable Access to Open Space,” https://americas.uli.org/wp-content/uploads/ULI-Documents/Successful_Partnerships_for_Parks.pdf

CHANGES IN THE CLIMATE

Several factors contribute to the effects of climate change, including the burning of fossil fuels to generate electricity and heat, the mining of raw materials to manufacture goods, and the combustion of petroleum-based products to power cars, trucks, ships and planes. These processes release billions of metric tons of carbon dioxide into the atmosphere each year, which contributes to the warming of the planet and major shifts in the water cycle, weather patterns, and extreme weather events. With increased likelihood of heatwaves, droughts and floods, park and recreation agencies must develop strategies to adapt and evolve to the changing conditions the world is facing.

Fortunately, there are several ways park and recreation agencies can prepare for the effects of climate change. To curb the effects climate change will have on water resources, winter activities, and other park-related programming and activities, cities should prioritize the following:

- ◇ The implementation of green infrastructure and sustainable design practices to cool recreational spaces, absorb rainfall, protect natural resources and land buffers, and connect park and trail systems to one another
- ◇ The use of existing climate action tools and resources, such as “Climate.Park.Change.”, (a web-based platform that compiles data on the effects of climate change on park systems and provides design solutions to address those climate impacts), NRPA’s Great Urban Parks Program, and the Trust for Public Land’s Climate Smart Cities Program
- ◇ The conservation and connection of land to protect wildlife migration and reduce flooding and wildfire events

→ **85%**

of cities are currently adapting their parks and recreation facilities to address the effects of climate change

→ **20%**

of cities are actively managing parks and woodlands to sequester carbon dioxide, the main greenhouse gas responsible for climate change

→ **76%**

of cities are improving surfaces to reduce flooding and runoff from rain



Source:

- ◇ “The Power of Parks to Address Climate Change: A Special Report,”
<https://www.tpl.org/parks-address-climate-change-report>

05

THE

RECOMMENDATIONS

A series of recommendations have been developed based on findings from the planning process and are laid out in this chapter. The recommendations are organized into seven categories:

- Parks
- Facilities
- Programming
- Natural Resources + Sustainability
- Connectivity + Accessibility
- Operations + Maintenance

Each category contains a set or sets of goals, policies, and recommendations. These **goals** have been developed based on input from the general public, city staff, the Park, Recreation, and Forestry Commission, and project planners. They reflect a collection of desired outcomes and are grouped by common themes and topics. **Policies** are relatively broad statements that guide the process of enacting a desired outcome. **Recommendations** are specific projects, approaches, or efforts that give detail to implementing the recommended policy.

Within this chapter, Goals, Policies, and Recommendations are presented in the following way:

GOAL 1 Desired Outcome

POLICY 1.1 Statement that guides the process of realizing a goal

RECOMMENDATION 1.1.1 Specific step to take to implement the policy

PARK RECOMMENDATIONS

GOAL 1 Provide a system of high quality parks that provide all residents with access to a wide variety of park types and experiences

POLICY 1.1 Ensure all residents have access to a park or public green space within a 5-minute walk from their home to meet day-to-day, basic recreational needs

RECOMMENDATION 1.1.1 Continue to work with Robbinsdale Area Schools, exploring the opportunity to provide additional public green space at Robbinsdale Middle School to serve the adjacent neighborhood



Robbinsdale Middle School offers high-quality fields that are used often by the community

RECOMMENDATION 1.1.2 Look for opportunities to develop a public green space/park that serves the Regent Place community west of Regent Avenue N

RECOMMENDATION 1.1.3 Explore options to ensure public access to the courts, play equipment, and open lawn space at Lakeview Elementary School

RECOMMENDATION 1.1.4 Explore options to provide natural play amenities in the open area south of Humphrey Park



Natural play amenities inspire creative play

POLICY 1.2 Provide a distributed network of neighborhood parks, mini parks, and playlots that meet the day-to-day recreational and social needs of residents

RECOMMENDATION 1.2.1 Ensure neighborhood parks provide play equipment, seating, shade, litter receptacles, bike loops, an open lawn space, park entry signage, portable restrooms, and sport courts/fields where space allows and demand warrants



Trees provide shade and other benefits in parks, including noise abatement and character

RECOMMENDATION 1.2.2 Ensure playlots have play equipment, seating, shade, litter receptacles, portable restrooms, bike loops, and entry signage

RECOMMENDATION 1.2.3 Utilize mini parks to provide access to green space with unique experiences

- » Develop an installation at Mielke Mini Park, working with an artist or landscape specialist to integrate a nature-based, artistic experience



Special installations can activate otherwise underutilized park spaces

POLICY 1.3 Provide access to community parks to meet more specialized recreational needs that serve the entire community

PARK RECOMMENDATIONS

- RECOMMENDATION 1.3.1** Ensure all community parks provide seating, shade, litter and recycling receptacles, bike loops, open lawn or flexible field space, park entry signage, larger playgrounds or specialized play equipment, reservable picnic shelters with permanent restrooms, off-street parking, grills, drinking fountains, walking paths, and pedestrian lighting
- RECOMMENDATION 1.3.2** Update the classification for Lee Park from neighborhood park to community park to provide access to additional amenities on the west side of town
- » Update the existing park amenities by adding grills to the existing picnic area and additional pedestrian lighting in the park
- RECOMMENDATION 1.3.3** Update the classification for Sanborn Park from neighborhood park to community park to solidify its status as a major park and social hub in the city
- » Begin the process of implementing the recommendations outlined in the “Sanborn Park Final Concept Plan” (see page 81) as funding and time allows
- RECOMMENDATION 1.3.4** Update the classification for Spanjers Park from community playfield to community park
- » After the softball field fence is pushed inward, utilize the extra green space for unique park features, such as permanent bag toss boards and game tables, offering equipment check out at city hall

Table 6: Proposed Park Classifications

Park	2040 Comp Plan Classification	Proposed Park Classification	Size (acres)
Graeser Park	Unclassified	Special Use Park	3.4
Hollingsworth Park	Community Park	Linear Park	4.4
Hubert H. Humphrey Park	Mini Park /Conservancy Area	Conservancy Park	3.8
Kelly Park	Neighborhood Park	Neighborhood Park	1.7
Lakeview Terrace Park	Community Park	Community Park	33.9
Lee Park	Neighborhood Park	Community Park	2.5
Manor Park	Neighborhood Park	Neighborhood Park	3.9
Mielke Park	Mini Park	Mini Park	0.6
Parkview Park	Mini Park	Playlot	0.2
Sanborn Park	Neighborhood Park	Community Park	8.4
Sochacki Park	Community Conservancy	Conservancy Park	36.9
South Halifax Park	Neighborhood Park	Neighborhood Park	6.4
Spanjers Park	Community Playfield	Community Park	4.0
Sunset Park	Mini Park	Playlot	0.8
Triangle Park	Neighborhood Park	Neighborhood Park	1.0

PARK RECOMMENDATIONS

GOAL 2 Ensure city parks and their features are inclusive, safe, and well-maintained for people of all ages, abilities, and backgrounds

POLICY 2.1 Develop playground standards and a schedule of updates to assist in the replacement of outdated playground equipment in the park system

RECOMMENDATION 2.1.1 Replace/Update the playground equipment and swing set in South Halifax Park as it nears the end of its useful life

RECOMMENDATION 2.1.2 Replace/Update the playground equipment at Manor Park as it nears the end of its useful life

POLICY 2.2 Incorporate additional inclusive play features in the park system

RECOMMENDATION 2.2.1 Develop at least one fully inclusive playground within the city to ensure children of all abilities have a chance to recreate and socialize

» When the existing playground at Lee Park nears the end of its useful life, replace it with a fully inclusive playground

RECOMMENDATION 2.2.2 Continue to maintain the inclusive play features/playground area in Triangle Park

» In the future, consider expanding the existing playground space and adding more inclusive play features at Triangle Park

POLICY 2.3 Install additional amenities and facilities in parks to increase safety and improve the pedestrian experience

RECOMMENDATION 2.3.1 Add updated pedestrian lighting along the walking and biking path in Spanjers Park

RECOMMENDATION 2.3.2 Establish pedestrian lighting in South Halifax Park to improve visibility in the park

RECOMMENDATION 2.3.3 Establish pedestrian lighting in Lee Park and Sanborn Park to extend use of park facilities in fall and winter

RECOMMENDATION 2.3.4 Provide more restroom facilities in parks; where a permanent restroom facility is not feasible, add a portable restroom option



Inclusive play equipment can accommodate mobility devices

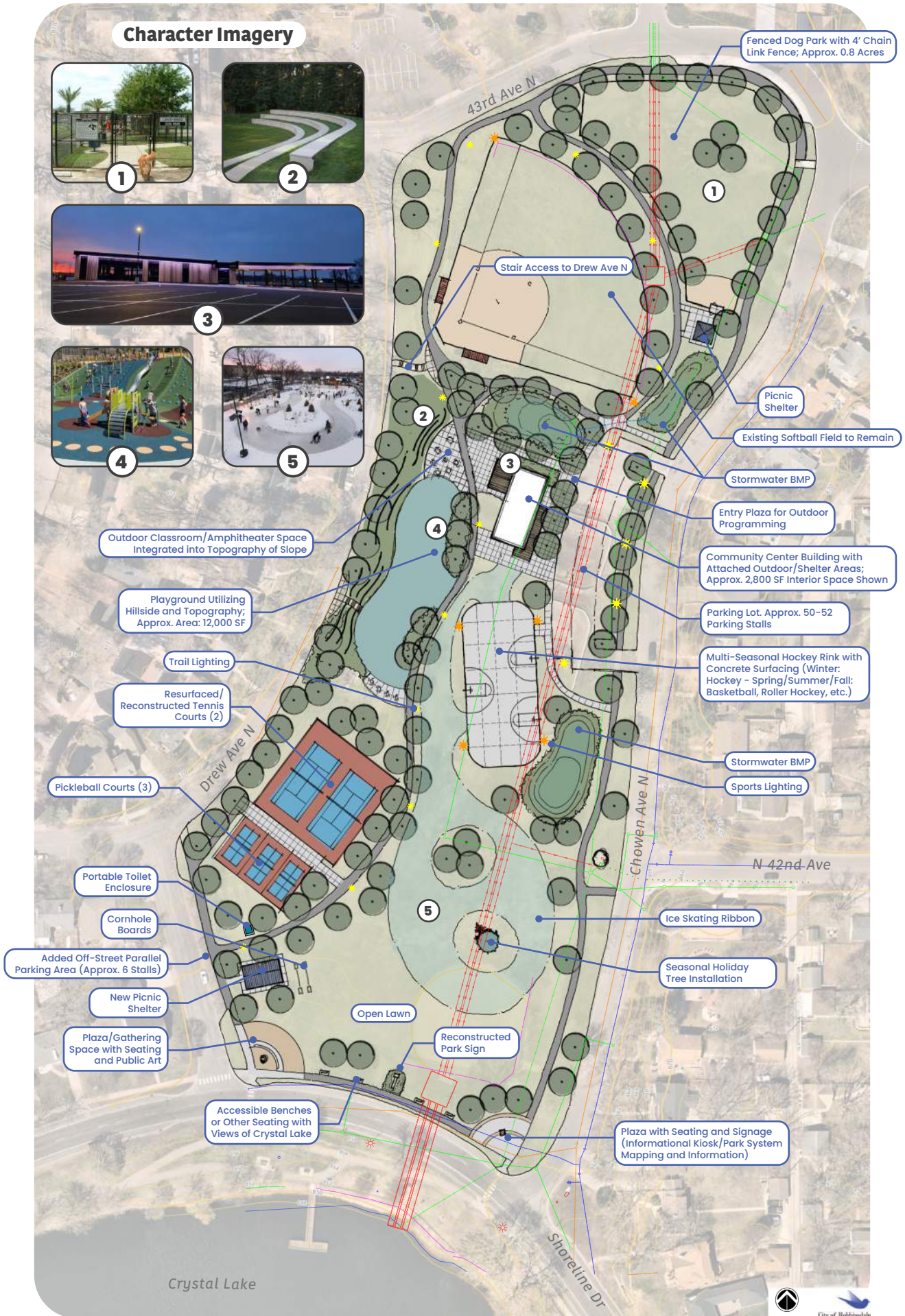


Outdoor ping pong game table



Pedestrian lighting in parks can be dark-sky compliant

Figure 18: Sanborn Park Final Concept Plan



FACILITY RECOMMENDATIONS

GOAL 3 Build a network of improved facilities and amenities to meet the evolving recreational and athletic needs of the community

POLICY 3.1 Ensure there is an even distribution of ballfields, flex fields, and sports courts throughout the community

RECOMMENDATION 3.1.1 Determine demand for additional flex field space by checking in with athletic organizations, nearby schools, and neighboring communities

RECOMMENDATION 3.1.2 Consider providing additional pickleball courts in the park system; work with the community to better understand demand

- » Improve the condition of the pickleball and tennis courts in Sanborn Park (see the “Sanborn Park Final Concept Plan” on page 81)
- » Consider adding more pickleball courts in Manor Park

RECOMMENDATION 3.1.3 Consider incorporating additional basketball courts (half or full) in community parks where space allows

RECOMMENDATION 3.1.4 Improve the basketball court area in South Halifax Park, working with the neighborhood to determine court size (full or half)

RECOMMENDATION 3.1.5 Determine community interest in adding sand volleyball courts to the park system

POLICY 3.2 Introduce unique recreational facilities outside of traditional athletics to the park system

RECOMMENDATION 3.2.1 Develop an off-leash dog park in Sanborn Park (see the “Sanborn Park Final Concept Plan” on page 81)

RECOMMENDATION 3.2.2 Incorporate another splash/ water plaza in the northern half of the community

RECOMMENDATION 3.2.3 Provide additional water access points and fishing piers in Crystal Lake to promote kayaking, canoeing, paddle boarding, and fishing

RECOMMENDATION 3.2.4 Install an outdoor fitness area in Lakeview Terrace Park



Pickleball has risen in popularity in recent years and can be played by people of all ages



Painted basketball courts can serve as public art opportunities



Off-leash dogs parks are the fastest growing type of park in the U.S.

FACILITY RECOMMENDATIONS

RECOMMENDATION 3.2.5 Conduct a community survey to determine what specialized recreational facility or facilities (e.g., a challenge course/ninja park, skate park, permanent bag toss boards, etc.) should be added to existing parks in the future

RECOMMENDATION 3.2.6 Explore the removal of the existing ballfield at Triangle Park and replacing it with a pump track

POLICY 3.3 Increase opportunities for winter recreation throughout the park system to create active park spaces year-round

RECOMMENDATION 3.3.1 Identify potential locations for additional sledding hills

- » Consider utilizing the sloped edges on the western side of Sanborn Park or eastern side of Lakeview Terrace Park for sledding

RECOMMENDATION 3.3.2 Replace the existing ice rinks in Sanborn Park with a permanent paved rink and boards for increased seasonal use (see the “Sanborn Park Final Concept Plan” on page 81)

RECOMMENDATION 3.3.3 Create a free skating area in Sanborn Park (see the “Sanborn Park Final Concept Plan” on page 81)

RECOMMENDATION 3.3.4 Look for opportunities to promote snow-shoeing and cross-country skiing across the park system



Small water plazas provide a much needed reprieve from heat in hot summer months



Kayak and canoe launches make it easier for visitors to access water for recreation



Ice rinks and free skating areas create opportunities for residents to recreate during winter months

FACILITY RECOMMENDATIONS

GOAL 4 Ensure the park system has high-quality facilities to address the community's recreational needs

POLICY 4.1 Prioritize the renovation or replacement of park shelters that are not adequately serving the community

RECOMMENDATION 4.1.1 Replace the picnic shelter in Lee Park with a new, reservable shelter that has electrical access

RECOMMENDATION 4.1.2 Replace the picnic structure near the tennis courts in Manor Park with a new, reservable shelter that has electrical access

RECOMMENDATION 4.1.3 Replace the park building in Sanborn Park with a new community building that features open-air shelter areas, restrooms, storage space, and indoor community programming spaces (see the "Sanborn Park Final Concept Plan" on page 81)

RECOMMENDATION 4.1.4 Replace the old warming house in Triangle Park with a new structure that provides restrooms, reservable shelter space, and can be used for storage and other needs, relocating it to a more central location within the park

POLICY 4.2 Incorporate additional shelters and shade structures throughout the system

RECOMMENDATION 4.2.1 Add a reservable shelter with electrical access to Kelly Park to provide space for local residents to host parties and cultural events



Reservable picnic shelters can be used as a means to generate revenue



Seasonal warming houses can serve as a temporary public art piece, as well as a reprieve from the cold in winter months



A new community building in Sanborn Park could be used for a variety of programming events

PROGRAMMING RECOMMENDATIONS

GOAL 5 Introduce and prioritize programming opportunities that support the physical, mental, and emotional well-being of residents of all ages, races, abilities, and economic backgrounds

POLICY 5.1 Make sure the community is aware of all the programming and recreation opportunities available to them

RECOMMENDATION 5.1.1 Increase the marketing and promotion of events, festivals, and programming opportunities on social media, the city's website, newsletters, and other technological outlets

RECOMMENDATION 5.1.2 Place informational yard signs and laminated flyers in parks that describe the locations and dates of upcoming events

RECOMMENDATION 5.1.3 Ensure there is consistent communication between the city, nearby schools, recreation organizations, community centers, and senior centers about upcoming programming and recreation opportunities

POLICY 5.2 Provide additional recreation programs for older adults (ages 55-65) and senior citizens (ages 65+)

RECOMMENDATION 5.2.1 Introduce additional programs to engage older adults and senior citizens in physical activity, such as low-impact exercise classes, pickleball lessons, lawn bowling, and gardening

RECOMMENDATION 5.2.2 Introduce additional social programming opportunities for older adults and senior citizens, such as field trips, card and group games, and coffee talks

RECOMMENDATION 5.2.3 Introduce additional learning activities for older adults and senior citizens, such as arts and crafts classes, reading groups, nutrition and cooking classes

POLICY 5.3 Identify and advertise multi-cultural programs to attract a more diverse audience of program participants

RECOMMENDATION 5.3.1 Engage directly with minority demographic groups to identify their programming and park and recreation facility needs



It is important to engage residents of all ages in programming events



Older adults and senior citizens often use pickleball as a way to remain physically active

PROGRAMMING RECOMMENDATIONS

POLICY 5.4 Make recreational programming accessible to low-income families

RECOMMENDATION 5.4.1 Consider adjusting fees for specific programs based on income to ensure residents of all economic backgrounds can participate

GOAL 6 Provide programs that bring the community together and foster a sense of belonging

POLICY 6.1 Continue to facilitate community-wide events and festivals in parks and other community destinations

RECOMMENDATION 6.1.1 Add field lighting at Lee Park for extended event and program opportunities

» Continue to support Whiz Bang Days programming by working with the committee as needed

RECOMMENDATION 6.1.2 Continue to host the Chamber Meet and Greet event in its usual location on West Broadway Ave

RECOMMENDATION 6.1.3 Diversify the location of the “movies in the park” event to other parks around the community

RECOMMENDATION 6.1.4 Look for opportunities to expand community events and festivals to other park locations, such as Kelly Park, Manor Park, and Lee Park

POLICY 6.2 Expand recreation and wellness offerings

RECOMMENDATION 6.2.1 Ensure indoor community buildings provide space for drop-in fitness programs, such as zumba, yoga, and more

RECOMMENDATION 6.2.2 Continue to collaborate and coordinate event programming with adjacent communities, such as Crystal, Golden Valley, New Hope, and Brooklyn Center



Outdoor educational programming raises public awareness about sustainability



“Movies in the Park” events have been a highly successful in Hollingsworth Park



Additional space in park buildings and outdoors can be used for yoga, zumba, and more

NATURAL RESOURCES + SUSTAINABILITY RECOMMENDATIONS

GOAL 7 Implement sustainable practices to protect, preserve, and enhance the natural environment

POLICY 7.1 Prioritize ecological preservation of the city's natural resources

RECOMMENDATION 7.1.1 Consider hiring a Natural Resources Manager or explore partnership opportunities to assist with the preservation of the community's ecological assets and natural areas

POLICY 7.2 Convert underutilized or hard-to-mow areas to more naturalized landscapes

RECOMMENDATION 7.2.1 In parks with a greater ecological focus, such as Humphrey Park, Mielke Park, and Sochacki Park, restore turf grasses to native grasses, forbs, and shrubs

RECOMMENDATION 7.2.2 Replant passive areas of parks that are mowed less often with a fescue mixture or pollinator blend that requires less maintenance, increases native biodiversity, and improves stormwater management

POLICY 7.3 Make sustainable improvements to park and open space operations

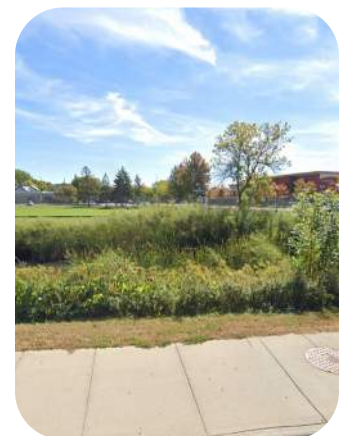
RECOMMENDATION 7.3.1 Reduce the use of pesticides in parks, when and where possible

RECOMMENDATION 7.3.2 Improve stormwater collection in parks through the use of rain gardens, swales, wetland areas, and other best management practices, especially in spaces where flooding often occurs

RECOMMENDATION 7.3.3 Explore opportunities to implement a compost collection system



Native prairie vegetation can replace turf grasses and provide greater aesthetic appeal



Bioswales and retention ponds are important for proper stormwater management

NATURAL RESOURCES + SUSTAINABILITY RECOMMENDATIONS

GOAL 8 Expand educational amenities and programming opportunities related to the natural environment throughout the park system

POLICY 8.1 Increase the amount of nature-based amenities throughout the community

RECOMMENDATION 8.1.1 Distribute interpretive signage about natural resources and habitats in strategic park locations to inform residents about ecological processes, pollinator gardens, and more

RECOMMENDATION 8.1.2 Add interpretive signage near stormwater pond areas and lakes to explain the harmful effects of pollutants from stormwater runoff and how best to mitigate those effects to improve water quality

RECOMMENDATION 8.1.3 Determine interest in adding a nature-based playground to the park system, perhaps at Humphrey or South Halifax Park

POLICY 8.2 Expand educational and volunteer opportunities related to the natural environment

RECOMMENDATION 8.2.1 Work with community volunteers to remove buckthorn and other invasive plant species from natural areas

RECOMMENDATION 8.2.2 Increase community awareness of the effects pests and invasive species have on natural resources and natural areas through website posting, social media outreach, newsletter features, and more

POLICY 8.3 Explore opportunities to improve water quality for recreation in the community's lakes and ponds, focusing on Crystal Lake and Lower Twin Lake

RECOMMENDATION 8.3.1 Further current water quality efforts by undertaking a comprehensive water quality and wetland management plan study to improve water quality



Interpretive signage can be used to educate the public about the natural environment

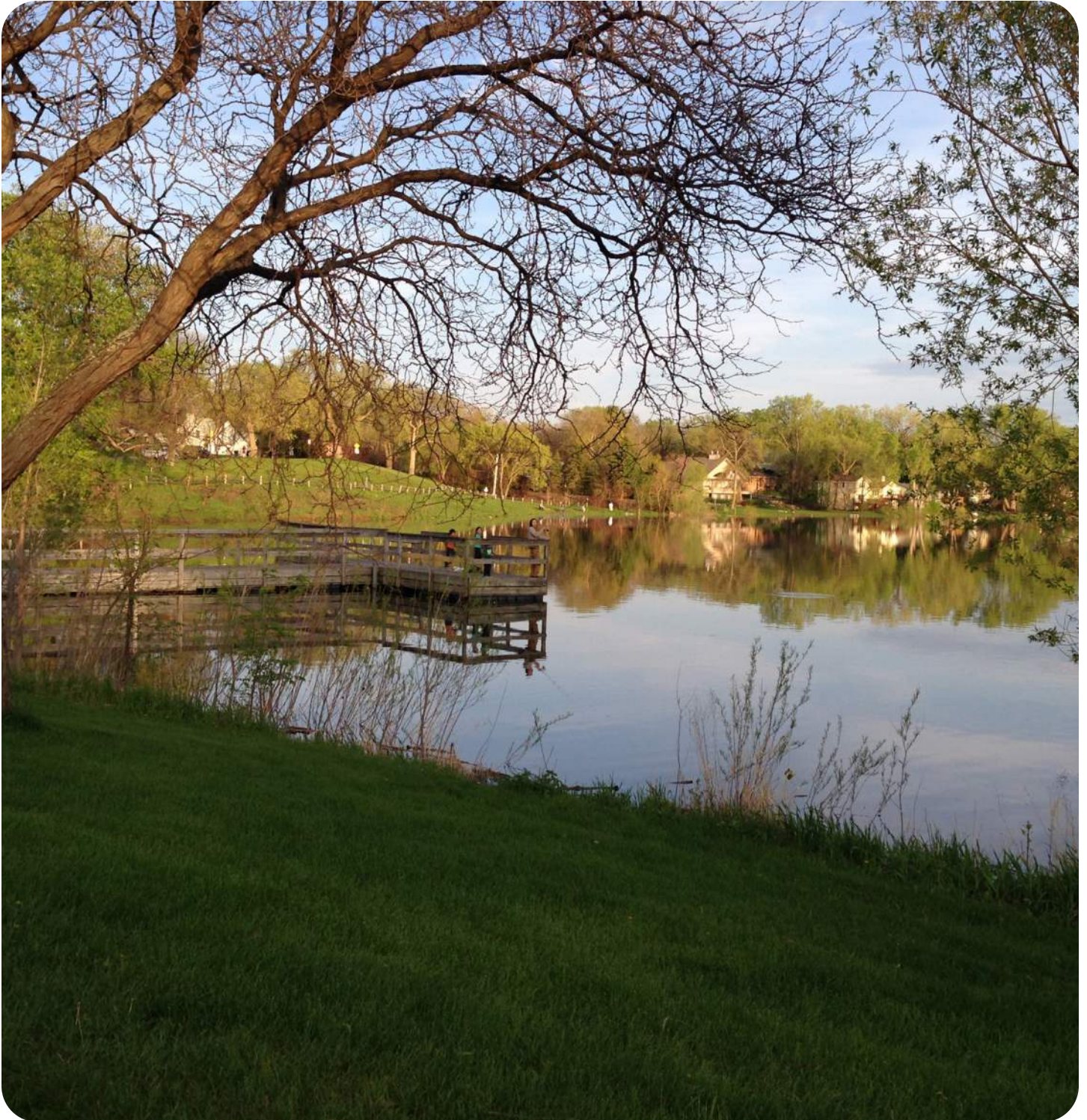


When possible, interpretive signage about natural resources should be located near natural features like stormwater ponds



Buckthorn can be managed and removed in a variety of ways

NATURAL RESOURCES + SUSTAINABILITY RECOMMENDATIONS



Crystal Lake is a very important community asset; water quality improvements would greatly increase water recreation opportunities for residents and other park visitors

CONNECTIVITY + ACCESSIBILITY RECOMMENDATIONS

GOAL 9 Address existing accessibility concerns across the system to best meet the needs of all park users

POLICY 9.1 Address any missing pathway links to picnic shelters, playground areas, pedestrian bridges, and more in the park system

RECOMMENDATION 9.1.1 Incorporate an accessible paved pathway from the parking lot to the pedestrian bridge in Humphrey Park

RECOMMENDATION 9.1.2 Add an accessible trail loop/connection in Mielke Park

RECOMMENDATION 9.1.3 Add an accessible connection to the half basketball court in Kelly Park

RECOMMENDATION 9.1.4 Add an accessible connection to the picnic shelter near the north entrance of Sochacki Park

POLICY 9.2 Create a connected park and trail system by providing safe routes, trails, and connections within and between the community's parks and open spaces

RECOMMENDATION 9.2.1 Consult the Trail System Plan currently being developed to fill existing route, sidewalk, and trail gaps throughout the community to ensure safe and easy access from one park to another

POLICY 9.3 Improve the park and trail user experience by adding amenities at strategic locations in the system

RECOMMENDATION 9.3.1 Add bike racks in all neighborhood and community parks

RECOMMENDATION 9.3.2 Establish seating opportunities along bike loops and trails used heavily by Robbinsdale's youngest and oldest residents

RECOMMENDATION 9.3.3 Add bike repair stations in all community parks

RECOMMENDATION 9.3.4 Look for opportunities to develop trailheads/gathering spaces in community parks, especially those adjacent to regional trails



ADA accessibility in park spaces ensures people of all abilities are welcome



Bike racks and repair stations promote active transportation throughout park and trail systems



Benches should be located on or alongside accessible pathways when possible

CONNECTIVITY + ACCESSIBILITY RECOMMENDATIONS

GOAL 10 Ensure residents and park visitors have access to information about all of Robbinsdale's park and recreation offerings

POLICY 10.1 Provide a park and trail system that is easy to navigate

RECOMMENDATION 10.1.1 Develop a comprehensive wayfinding and signage plan to make navigating the park and trail system easier

RECOMMENDATION 10.1.2 Consider replacing existing park entry signage with new signage that better reflects Robbinsdale's character

RECOMMENDATION 10.1.3 Install easy-to-understand wayfinding signage and/or park and trail maps in neighborhood and community parks to help guide park visitors toward city landmarks, destinations, and park spaces

POLICY 10.2 Expand outreach and engagement to underrepresented user groups to gain a better understanding of their recreational needs

RECOMMENDATION 10.2.1 Reach out regularly to clubs, associations, volunteers, and other user groups to understand how their needs are being met and what improvements might be missing from the park and trail system

RECOMMENDATION 10.2.2 When applicable, provide information about community events, activities, and engagement opportunities in languages other than English

POLICY 10.3 Utilize the city's website to publish online park and trail wayfinding resources

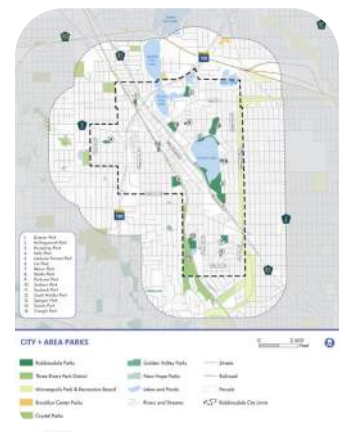
RECOMMENDATION 10.3.1 Explore the creation of an interactive park and trail map on the city's website that allows users to zoom into parks for information about amenities and their locations



Park entry and wayfinding signage assist visitors in navigating the park and trail system



Safe crossing opportunities assist residents in getting from one park to another



Interactive online park and trail maps are popular in today's technology-driven society

OPERATIONS + MAINTENANCE RECOMMENDATIONS

GOAL 11 Maintain park, trail, and open space assets at a high level through careful and proactive planning and funding management

POLICY 11.1 Inspect all facilities and amenities in the park and trail system on a regular basis

RECOMMENDATION 11.1.1 Develop an asset management system to better track future maintenance needs, estimated life cycles, and repair schedules

- » Assess and document the conditions of all existing facilities and amenities annually
- » Develop and formalize park, trail, and open space maintenance priorities

POLICY 11.2 Utilize long-range planning tools to guide ongoing and capital investments

RECOMMENDATION 11.2.1 Continue to account for the operations and maintenance costs associated with park, trail, and open space improvements in the annual budget

RECOMMENDATION 11.2.2 Develop a deferred maintenance plan to address improvements that were not completed due to a lack of resources or funds

RECOMMENDATION 11.2.3 Determine if a consultant needs to be hired to assist in the development of park-specific long-range plans

POLICY 11.3 Explore a variety of funding opportunities to help maintain and manage the park system

RECOMMENDATION 11.3.1 Explore opportunities for additional revenue generation (e.g., reservable open-air shelter, indoor building spaces, etc.) to assist in the maintenance and replacement of park facilities

RECOMMENDATION 11.3.2 Pursue federal, state, county, and local funding opportunities and grants to assist in the management and development of park and trail spaces



Volunteers can be recruited to assist the city in the maintenance and management of park and natural spaces

OPERATIONS + MAINTENANCE RECOMMENDATIONS

GOAL 12 Maintain and strengthen partnerships in and outside of the community to improve access to park and recreation amenities and facilities

POLICY 12.1 Explore a variety of partnership strategies for park and programming development, maintenance, and operations

RECOMMENDATION 12.1.1 Continue to partner with Hennepin County, the Three Rivers Park District, schools, and adjacent communities to meet any hard-to-fill gaps in recreation services and facility space

RECOMMENDATION 12.1.2 Explore opportunities to better inform and engage the community in the planning and design of park spaces, especially those within close proximity to parks undergoing major changes (e.g., Sanborn Park), such as door-knocking, door-hangers, signage, and more

POLICY 12.2 Develop partnerships with local artists and nearby arts organizations to promote temporary and seasonal art in parks and along trails

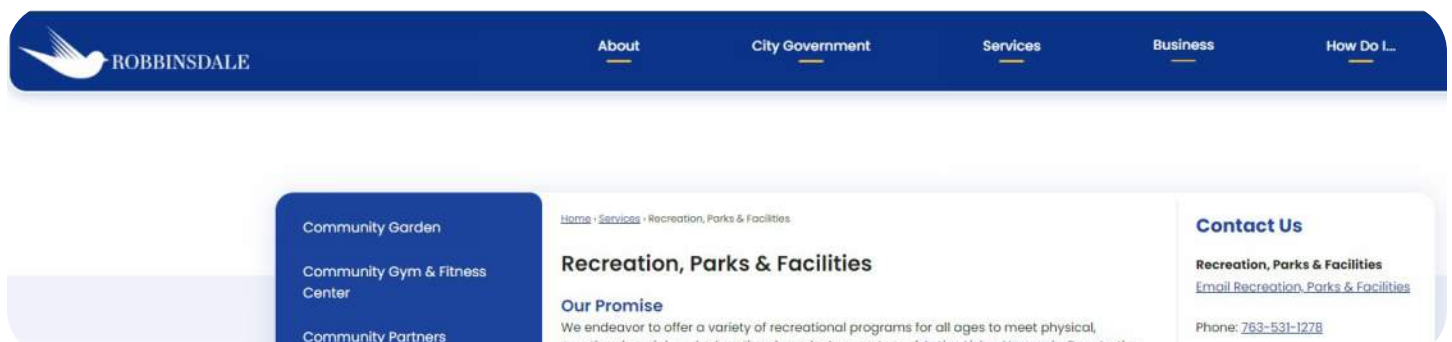
RECOMMENDATION 12.2.1 Create a process that allows local artists to loan or sell their work to the city for use as public art

RECOMMENDATION 12.2.2 Utilize public art to support the natural, cultural, and recreational character of the city

POLICY 12.3 Expand partnerships to maximize access to recreational amenities, facilities, and programming opportunities

RECOMMENDATION 12.3.1 Coordinate with schools, summer programs, and child care providers to explore opportunities to maximize access to facilities and programming for children of all ages

RECOMMENDATION 12.3.2 Reach out to North Regional and Rockford Road Libraries to determine if there are any collaborative events or programs that the city could host in Robbinsdale parks



The city's website should be used to inform the public about ongoing and upcoming park projects and how they can get involved in the process

06

IMPLEMENTATION STRATEGIES

Perhaps the most important component of this park system plan is the implementation and funding strategies identified in this chapter. Without implementation strategies in place, the recommendations in Chapter 5 remain aspirational. **Identifying specific steps toward implementation ensures that the vision of each improvement becomes a reality.**

Due to the complexity and cost of park and recreation improvements, funding can be challenging; however, understanding potential funding sources, like grants and public and private partnerships, will allow the city to strategically allocate funds where they're needed most.

This chapter of the report is intended to provide a roadmap for the prioritization and implementation of park system and Sanborn Park-specific improvements, while still allowing flexibility for the changing needs of the community. Prioritization of recommendations is organized into three levels; included below is an overview of each level and the timeline associated with them:

High Priority Level = 1 to 3 years

Medium Priority Level = 4 to 7 years

Low Priority Level = 8+ years

Over the years, Robbinsdale has worked arduously to align funding for park amenity and facility improvements, trail development, and operations and maintenance. Without a prior park system plan to reference, however, identifying potential funding resources and developing an efficient process for the implementation of park improvements has been challenging. As a result, the city is in need of an adaptable and flexible framework to help guide the development, improvement, and projected maintenance of future park, trail, and open space assets.

The information in this chapter of the report is meant to provide guidance for the planning and budgeting of park system improvements, as well as specific improvements to Sanborn Park (identified in Chapter 5). Included in the following pages is an implementation matrix that provides information about the prioritization and budgeting implications of potential park improvement recommendations; it should be understood that each project will require additional exploration and design, which will refine project extents and cost expectations.

Many factors informed the prioritization of the recommendations in this report, including community and stakeholder input, the availability of city resources (e.g., time, staff, funding, etc.), and alignment with past planning documents, among other factors. Depending on staff resources, funding, and need, some recommendations will be easier and faster to achieve, while others may warrant a long-term commitment to implement.

This plan anticipates recommendations for the park and trail system to be completed as funding is available and opportunities for public and private partnerships arise.

As is the case with many communities, funding needs for parks and open space typically exceed the capabilities of the city's budget and often take a back seat to other infrastructure improvements that residents rely on daily. However, the completion of this plan, accompanied by high-level cost estimates, will allow the city to plan for and pursue funding to implement specific projects. It is important to remember that the implementation matrix included in the following pages is not completely set in stone and can be adjusted as the city sees fit. In the future, as city staff prepares to implement park and trail improvements, they should continue to keep residents involved and updated through social media outlets, newsletters, and the city's website.

PLANNING-LEVEL COST ESTIMATES + FUNDING RESOURCES

The estimated costs included in this report are planning level estimates using 2024 dollars. They reflect costs for the full build-out of potential recommendations and may need to be adjusted as projects are implemented to account for inflation and the current market.

Because Robbinsdale does not have many public and private partnerships to help fund their parks and recreation-related projects, it will be important for the city to find funding opportunities at the local, county, state, and federal levels. The table included at the end of this chapter highlights possible grant funding opportunities that the city should consider pursuing to address various improvement recommendations outlined in this plan. Although there are many funding sources and grants available for the improvement of parks, trails, and open spaces, the funding resources table identifies some of the most important and relevant to the city of Robbinsdale. The list is not exhaustive, however, and the city should continue to look for additional funding options as the future unfolds.

MAKING IT HAPPEN

SANBORN PARK

As the city began the development of this park system plan, they identified Sanborn Park as an integral part of the overall system and requested the planning team take a deeper look into the possibilities for the park's future. After much engagement and coordination with the community and city, a final concept plan to guide the updating and enhancement of the park was created.

To the right are a series of tables that provide an overview of the recommendations for Sanborn Park (see Chapter 5 for more details on each recommendation). Because the estimated costs associated with these improvements exceed the money that has already been allocated in the CIP for Sanborn Park projects, it will be important for the city to identify additional funding strategies to fully realize the vision for the park.

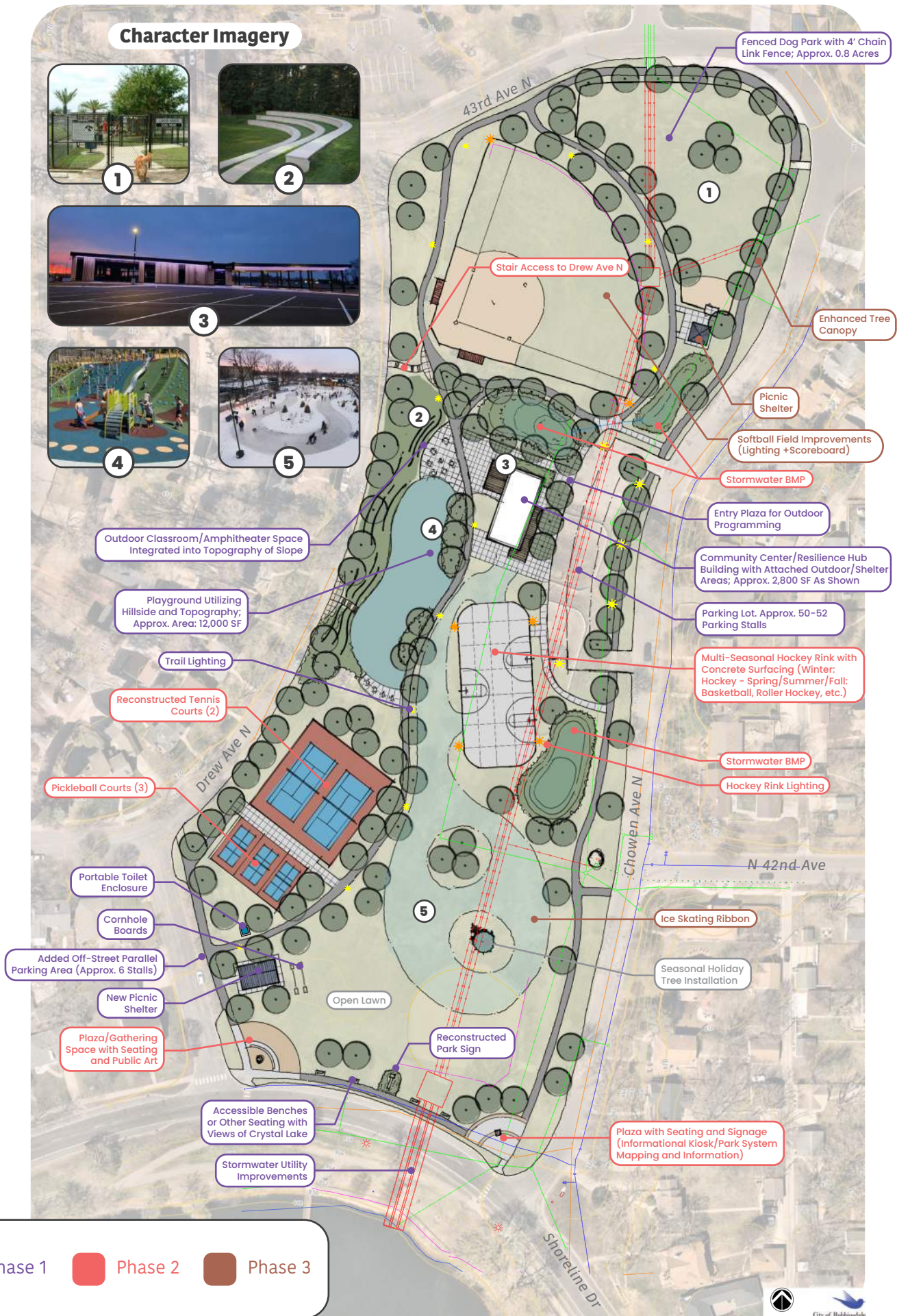
The implementation strategy for improvements to Sanborn Park has been organized into three phases. The timeline for the implementation of these phases is similar to the timeline developed for each priority level (see page 94), with Phase 1 improvements expected to take place in the next 1 to 3 years, Phase 2 improvements in the next 4 to 7 years, and Phase 3 improvements in the next 8 or more years. On the following page is an implementation phasing map that visually shows what improvements fall into each phase. In total, \$10,171,000 worth of improvements, including stormwater utility improvements, have been identified for Sanborn Park.

Identified Improvement	Estimated Cost
Phase 1	\$8,801,000
Dog Park	\$83,000
Parking Lot Reconfiguration	\$245,000
Playground	\$1,107,000
Resilience Hub Building	\$3,705,000
Existing Park Building, Trail, and Basketball Court Removal	\$144,000
New Trail Construction	\$290,000
Picnic Shelter A (Southwest Corner of Park)	\$189,000
Shoreline Drive Improvements	\$33,000
Portable Toilet Enclosure	\$5,000
Stormwater Utility Improvements	\$3,000,000

Identified Improvement	Estimated Cost
Phase 2	\$1,141,000
Hockey Rink	\$582,000
Shoreline Drive Plaza A (Shoreline Dr + Drew Ave)	\$62,000
Shoreline Drive Plaza A (Shoreline Dr + Chowen Ave)	\$68,000
Pickleball Courts	\$185,000
Tennis Court Repair	\$96,000
Stair Access to Drew Ave	\$28,000
Stormwater Improvements Throughout Park	\$120,000

Identified Improvement	Estimated Cost
Phase 3	\$229,000
Pavilion B (New Shelter Near Dog Park)	\$95,000
Existing Ballfield Removal	\$10,000
Skating Ribbon	\$6,000
Tree Management	\$72,000
Softball Field Improvements	\$46,000

Figure 19: Sanborn Park Implementation Phasing Map



RECOMMENDATIONS: CAPITAL IMPROVEMENTS

The recommendations that move the city towards achieving the vision for the system are included in the following table. Planning-level, rough order of magnitude cost estimates are provided to help inform the decision making process regarding project implementation. The ranges provided do not include 'soft costs' for design and engineering, which, depending on the project, may require costs related to permitting and additional community engagement,

for example. Soft costs typically range from 10-15% of construction, and the inclusion of a 20% contingency for unanticipated factors encountered during construction is good practice.

Additional investigation into feasibility, design, engineering, land acquisition, agency coordination, and on-going operational and maintenance costs for these projects will need to be considered as they move forward.

Table 7: Park System Implementation Matrix

Policies + Recommendations	High-Level Cost Estimate	Priority Level			Notes
		Low	Med	High	
PARKS					
Policy 1.1 Ensure all residents have access to a park or public green space within a 5-minute walk from their home to meet day-to-day, basic recreational needs					
Recommendation 1.1.2 Look for opportunities to develop a public green space/park that serves the Regent Place community west of Regent Avenue North	\$80k - \$100k			●	Approximate cost to develop a mini park
	\$200k - \$240k				Approximate cost to develop a playlot
Recommendation 1.1.4 Explore options to provide natural play amenities in the open area south of Humphrey Park	\$35k - \$100k		●		Range depends on size, level of complexity, and potential use of volunteer labor
Policy 1.2 Provide a distributed network of neighborhood parks, mini parks, and playlots that meet the day-to-day recreational and social needs of residents					
Recommendation 1.2.3 Develop an installation at Mielke Mini Park, working with an artist or landscape specialist to integrate a nature-based, artistic experience	\$15k - \$100k	●			Potential costs vary with project complexity, materials, and process
Policy 1.3 Provide access to community parks to meet more specialized recreational needs that serve the entire community					
Recommendation 1.3.2 Update the existing park amenities at Lee Park by adding grills to the existing picnic area and additional pedestrian lighting in the park	\$18k - 22k			●	Assumes two grills and 6 pedestrian lights.
Recommendation 1.3.4 Update Spanjers Park by utilizing the existing green space for unique park features, such as permanent bag toss boards, game tables, and seating	\$8k - \$25k		●		Assumes the existing ballfield fence is moved inwards. Costs vary based on final elements

Table 7: Park System Implementation Matrix, Continued

Policies + Recommendations	High-Level Cost Estimate	Priority Level			Notes
		Low	Med	High	
Policy 2.1 Develop playground standards and a schedule of updates to assist in the replacement of outdated playground equipment in the park system					
Recommendation 2.1.1 Replace/Update the playground equipment and swing set in South Halifax Park as it nears the end of its useful life	\$250k - \$350k		●		Current equipment installed in 2006
Recommendation 2.1.2 Replace/Update the playground equipment at Manor Park as it nears the end of its useful life	\$250k - \$350k			●	Current equipment installed in 2001
Policy 2.2 Incorporate additional inclusive play features in the park system					
Recommendation 2.2.1 When the existing playground at Lee Park nears the end of its useful life, replace it with a fully inclusive playground	\$320k - \$400k	●			Assumes accessible surface
Recommendation 2.2.2 In the future, consider expanding the existing playground space and adding more inclusive play features at Triangle Park	\$150k - \$200k	●			Assumes additional accessbile play features, such as a universal merry-go-round or tower
Policy 2.3 Install additional amenities and facilities in parks to increase safety and improve the pedestrian experience					
Recommendation 2.3.1 Add updated pedestrian lighting along the walking and biking path in Spanjers Park	\$16k - \$20k		●		Assumes 6 pedestrian lights
Recommendation 2.3.2 Establish pedestrian lighting in South Halifax Park to improve visibility in the park	\$26k - \$35k			●	Assumes 10 pedestrian lights
Recommendation 2.3.3 Establish pedestrian lighting in Lee Park and Sanborn Park to extend use of park facilities in fall and winter				●	See recommendation 1.3.2 and the Sanborn Park Plan
FACILITIES					
Policy 3.1 Ensure there is an even distribution of ballfields, flex fields, and sports courts throughout the community					
Recommendation 3.1.2 Consider adding more pickleball courts in Manor Park	\$100k - \$150k	●			Assumes a bank of 2 courts

Table 7: Park System Implementation Matrix, Continued

Policies + Recommendations	High-Level Cost Estimate	Priority Level			Notes
		Low	Med	High	
Recommendation 3.1.4 Improve the basketball court area in South Halifax Park	\$55k - \$90k			•	Assumes rebuilding the existing court, improving grading, drainage, and seating. Cost varies depending on final court sizing
Policy 3.2 Introduce unique recreational facilities outside of traditional athletics to the park system					
Recommendation 3.2.2 Incorporate another splash/water plaza in the northern half of the community	\$90k - \$150k	•			Assumes ~1,000 sq ft plaza space with ground jets only
Recommendation 3.2.3 Provide additional water access points and fishing piers in Crystal Lake to promote kayaking, canoeing, paddleboarding, and fishing	\$90k - \$140k		•		Explore at Lakeveiw Terrace Park and/or Sunset Park. Assumes 1 high-quality pier
Recommendation 3.2.6 Explore the removal of the existing ballfield at Triangle Park and replacing it with a pump track	\$220k - \$500k			•	Costs vary with surface materials, site, and complexity; see recommendation 3.1.5 above
Policy 4.1 Prioritize the renovation or replacement of park shelters that are not adequately serving the community					
Recommendation 4.1.1 Replace the picnic shelter in Lee Park with a new, reservable structure that has electrical access	\$85k - \$100k			•	Assumes basic 20FT x 20FT shelter
Recommendation 4.1.2 Replace the picnic structure near the tennis courts in Manor Park with a new, reservable shelter that has electrical access	\$210k - \$250k		•		Assumes a larger ~1,200 sq ft shelter. Costs vary depending on finishes
Recommendation 4.1.4 Replace the old warming house in Triangle Park with a new structure that provides restrooms, reservable shelter space, and can be used for storage and other needs, relocating it to a more central location within the park	\$250k - \$550k		•		Costs vary depending on finishes. Excludes demolition of existing building
Policy 4.2 Incorporate additional shelters and shade structures throughout the system					
Recommendation 4.2.1 Add a reservable shelter with electrical access to Kelly Park to provide space for local residents to host parties and cultural events	\$85k - \$100k		•		Assumes basic 20FT x 20FT shelter

Table 7: Park System implementation Matrix, Continued

Policies + Recommendations	High-Level Cost Estimate	Priority Level			Notes
		Low	Med	High	
PROGRAMMING					
Policy 6.1 Continue to facilitate community-wide events and festivals in parks and other community destinations					
Recommendation 6.1.1 Add field lighting at Lee Park for extended event and program opportunities	\$200k - \$300k			•	Assumes new poles, LED fixtures, conduit, wiring, and control cabinet. Assumes power source in proximity for point of connection
NATURAL RESOURCES + SUSTAINABILITY					
Policy 7.2 Convert underutilized or hard-to-mow areas to more naturalized landscapes					
Recommendation 7.2.1 In parks with a greater ecological focus, such as Humphrey Park, Mielke Park, and Sochacki Park, restore turf grasses to native grasses, forbs, and shrubs	\$24k - \$30k		•		Assumes \$8 -\$10 / square foot, with an initial conversion of 1,000sq ft per park using plugs. Costs could be reduced using staff or volunteer labor
Policy 8.3 Explore opportunities to improve water quality for recreation in the community’s lakes and ponds, focusing on Crystal Lake and Lower Twin Lake					
Recommendation 8.3.1 Further current water quality improvement efforts by undertaking a comprehensive water quality and wetland management plan study	\$80k - \$100k			•	Cost includes consulting fee to hire qualified experts and is likely to be an inter-departmental effort within the city
CONNECTIVITY + ACCESSIBILITY					
Policy 9.1 Address any missing pathway links to picnic shelters, playground areas, pedestrian bridges, and more in the park system					
Recommendation 9.1.1 Incorporate an accessible paved pathway from the parking lot to the pedestrian bridge in Humphrey Park	\$18k - \$27k		•		Assumes 550 linear feet of 6 foot wide asphalt path on eastern edge of park. Cost varies with site preparation needs
Recommendation 9.1.2 Add an accessible trail loop/connection in Mielke ParkPark	\$11k - \$15k		•		Assumes 300 linear feet of 6 foot wide asphalt path connecting the north side of the park to the south side of the park along Halifax Ave N. Cost varies with site preparation needs

Table 7: Park System implementation Matrix, Continued

Policies + Recommendations	High-Level Cost Estimate	Priority Level			Notes
		Low	Med	High	
Recommendation 9.1.3 Add accessible connections to the half basketball court in Kelly Park	\$2k - \$3k			•	Assumes 30 linear feet of 6 foot wide asphalt paths. Cost varies with site preparation needs
Policy 10.1 Provide a park and trail system that is easy to navigate					
Recommendation 10.1.1 Develop a more comprehensive wayfinding and signage system to make navigating the park and trail system easier	\$25k - \$50k			•	Cost assumes plan development by a qualified expert and varies with level of detail
Recommendation 10.1.2 Consider replacing existing park entry signage with new signage that better reflects Robbinsdale's character	\$83k - \$105k		•		Assumes 15 new park entry signs.
Recommendation 10.1.3 Install easy-to-understand wayfinding signage and/or park and trail maps in special use, linear, neighborhood and community parks to help guide park visitors toward city landmarks, destinations, and park spaces	\$27k - \$36k		•		Assumes 9 park wayfinding/map signs
OPERATIONS + MAINTENANCE					
Policy 11.1 inspect all facilities and amenities in the park and trail system on a regular basis					
Recommendation 11.1.1 Develop an asset management system to better track future maintenance needs, estimated life cycles, and repair schedules	\$4 - \$6K / year			•	Assumes software costs that vary depending on add-on features and functionality
Totals (includes Sanborn Park improvements)					
HIGH PRIORITY	\$10M - \$10.7M				
MEDIUM PRIORITY	\$2.2M - \$ 2.9M				
LOW PRIORITY	\$900K - \$1.2M				
TOTAL	\$13.1M - \$14.8M				

FUNDING RESOURCES

Securing the funds to invest in Robbinsdale’s parks and recreation system is critical to implementing this plan. Exploration and consideration of the following sources, mechanisms, and partners will be key for future implementation.

Table 8: Funding Resources

FUNDING OPTIONS		
OPTION	DESCRIPTION	SOURCE
General Funds	A city’s general fund is the main operating account that covers basic operating costs such as planning, police and fire services, and street and park maintenance	Money collected by the city in taxes, fines, fees, and revenues
Dedicated Tax Levy	City’s can hold a referendum to levy a dedicated tax for a specific purpose. In the case of parks and recreation, the tax can fund operations, maintenance, and capital improvement projects	Property taxes
Bonding	Borrowing obligations that incur interest and require repayment at a specific date. These are typically issued to pay for larger capital projects	Annual appropriation bonds, tax abatement bonds, and revenue bonds
Local Option Sales Tax	Minnesota Statute gives cities the authority to levy a local sales tax by an election process for specific capital improvements	Sales tax addition
State Aid	Funds available to pedestrian and bicycle improvements on state aid roadways (key county highways), most beneficial during construction or reconstruction projects	State of Minnesota
Park and Trail Dedication	Land or cash in-lieu of land from new subdivision developments that must be used for new equipment or park facilities	Developers
Partnerships	Partnerships with private and/ or other public entities can be in many forms, including funding, design, operations and maintenance agreements, etc.	Public or private organizations, clubs, agencies, governments, etc.
Donations	Gifts of cash, equipment, labor or others from private individuals or groups	Individuals, businesses, groups, etc..

FUNDING GRANTS		
GRANTS	DESCRIPTION OF GRANT	AGENCY
AARP Community Challenge Grant	Small grants to fund quick-action projects that can help communities become more livable for people of all ages	AARP
America Walks Community Change Grants	Awards stipends to communities for projects related to creating healthy, active, and engaged places to live, work, and play	Foundation
American Trails Trail Fund	Assists the trails community with funding to support maintenance, research, and stewardship training needs	Foundation
Bridge Investment Program	Provides funding for communities to replace, rehabilitate, and preserve bridge infrastructure	U.S. Department of Transportation
Invasive Species Eradication Funding Opportunity	Provides funding for projects that seek to eradicate invasive species (part of the Bipartisan Infrastructure Law)	U.S. Department of the Interior/U.S. Fish and Wildlife Service
Clean Water Funding	Provides hands-on environmental stewardship and service-learning opportunities to youth and young adults while providing low-cost labor to eligible applicants	Minnesota Board of Water and Soil Resources (BWSR)
Community Facilities Direct Loan and Grant	Provides affordable funding to develop essential community facilities in rural areas	U.S. Department of Agriculture (USDA)
Conservation Partners Legacy Grant Program	Provides funding to restore, protect, or enhance prairies, wetlands, forests, or habitat for fish, game or wildlife in Minnesota	Minnesota Department of Natural Resources (MNDNR)
Environment and Natural Resources Trust Fund	Aims to protect, conserve, preserve, and enhance Minnesota's air, water, land, fish, wildlife, and other natural resources	Legislative-Citizen Commission on Minnesota Resources (LCCMR)
Federal Recreation Trail Program	Provides funding to encourage the maintenance and development of motorized, non-motorized, and diversified trails	Minnesota Department of Natural Resources (MNDNR)
Fields for Kids	Provides financial support to improve baseball and/or softball facilities for youth in the Upper Midwest and Southwest Florida	Minnesota Twins Community Fund
Fishing Pier and Shore Fishing Area Program	Joint Power Agreement with the DNR for installation, operations and maintenance	Minnesota Department of Natural Resources (MNDNR)
Local Trail Connections Program	Provides funding to promote short trail connections between where people live and significant public resources	Minnesota Department of Natural Resources (MNDNR)

FUNDING GRANTS		
GRANTS	DESCRIPTION OF GRANT	AGENCY
Minnesota Festival Support Grant Program	Provides arts experiences through festivals celebrating arts, building community, and exposure to diverse art forms	Other - Minnesota
Natural and Scenic Area Grants	Provides funding to increase, protect, and enhance natural and scenic areas	Minnesota Department of Natural Resources (MNDNR)
No Child Left Inside	Aims to support and increase efforts to expand programming that connects youth to the outdoors	Minnesota Department of Natural Resources (MNDNR)
Our Town Grant Program	Supports projects that integrate arts, culture, and design activities into efforts that strengthen communities by advancing local economic, physical, and/or social outcomes	National Endowment for the Arts
Outdoor Recreation Grant Program	Provides funding to increase and enhance outdoor recreation facilities in local and community parks throughout the state	Minnesota Department of Natural Resources (MNDNR)
Parks and Trail Legacy Grant Program	Provides funding for parks and trails of regional significance outside of the seven county metropolitan area	Minnesota Department of Natural Resources (MNDNR)
PeopleForBikes Community Grant Program	Provides funding that supports bicycle infrastructure projects and targeted advocacy initiatives that make it easier and safer for people of all ages and abilities to ride	Other - Minnesota
The Rapid Response Fund	Provides financial resources to assess and support response actions for quick containment or eradication of newly detected species	National Park Service
Rivers, Trails, and Conservation Assistance Program	Supports community-led natural resource conservation and outdoor recreation projects across the nation	National Park Service
Rural Initiative Grant Fund Program	Provides funding to encourage collective and involved endeavors among citizens in rural communities	Foundation
Safe Routes to School Infrastructure Grants/Safe Routes to School Planning Assistance Grants	Provides funding for the development and implementation of infrastructure projects which enable students to walk and bicycle to and from schools	Minnesota Department of Transportation (MNDOT)
State Park Road Account Program	Provides funding to assist local governments in improving access to public recreation facilities	Minnesota Department of Transportation (MNDOT)



TO: Mayor and City Council
PREPARED BY: Richard McCoy, City Engineer/Public Works Director
APPROVED BY: Tim Sandvik, City Manager
DATE: February 18, 2025
RE: Consider a Closed Session to Discuss the Purchase of Real Property

Background:

City staff will ask that Council consider a closed session to consider the purchase of real property.

Analysis:

Under MN State Statute 13D.05 subd 3(c)(3), the Council may enter closed session to discuss the purchase of real property. The property to be discussed, is 3400 Oakdale Ave N, Robbinsdale, MN.

Recommendation:

By motion, move to closed session to discuss the purchase of real property.

Attachments:

1. Resolution - Tower 2 Acquisition - 18Feb25

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 18th day of February, 2025.

CITY OF ROBBINSDALE

RESOLUTION NO. _____

**RESOLUTION AUTHORIZING ACQUISITION AND EMINENT DOMAIN
PROCEEDINGS TO ACQUIRE CERTAIN REAL PROPERTY**

WHEREAS, the City of Robbinsdale (the “City”) is a municipal corporation and subdivision of the State of Minnesota organized and operating under Minnesota law, and is authorized to acquire real estate by exercising the power of eminent domain under and pursuant to Minn. Stat., Ch. 117; and

WHEREAS, the City’s Capital Improvement Program has identified the construction of a second new Water Tower of a storage capacity up to a maximum of 1,000,000 gallons (the “Project”); and

WHEREAS, the acquisition, construction, operation, and maintenance of the new water tower is necessary and convenient for the promotion of the public health; and

WHEREAS, City staff has identified an appropriate location for the new water tower on certain real estate located in the City and identified on the attached **Exhibit A** (the “Property”); and

WHEREAS, in order to construct such facilities on the Property, it is necessary to acquire the Property in fee simple; and

WHEREAS, the City Council finds that it is reasonably necessary, convenient, and in the interest of the general welfare that the City acquire the Property in fee simple in furtherance of the Project; and

WHEREAS, the City has engaged independent real estate appraisers to provide the City with an appraisal of damages caused by the City’s acquisition of the Property; and

WHEREAS, City staff and consultants have and will continue to work with the owner(s) of the affected parcel (“Owner”) to acquire the Property by direct purchase if possible; and

WHEREAS, the City must determine and submit an initial written offer of just compensation to the Owner of said Property covering the full amount of damages caused by the City’s acquisition of the Property; and

WHEREAS, the Owner of said Property may obtain an independent appraisal by a qualified appraiser of the Property which the City proposes to acquire; and

WHEREAS, the Owner of said Property is entitled to reimbursement for the reasonable costs of the appraisal from the City up to a maximum of the limits stated in Minn. Stat. §117.036, provided that the Owner submits to the City the information necessary for reimbursement; and

WHEREAS, the City Council finds that title to and possession of the Property is required for the Project and before construction on the Project can begin and before the final report of the condemnation commissioners who would be appointed by the district court.

NOW, THEREFORE, be it resolved by the City Council of the City of Robbinsdale:

1. The recitals set forth above are incorporated into and made a part of this Resolution;
2. The City's acquisition of the Property is necessary and for a public purpose in furtherance of the Project;
3. The proper City officers and agents are authorized and directed to acquire the Property by voluntary negotiation and, if necessary, through the exercise of eminent domain;
4. The City Council hereby authorizes the City Manager or the proper City officer or agent to approve the appraisal of the Property and staff to negotiate with the Owner to acquire the Property for the appraised value;
5. Based upon the estimate of damages from the City's proposed acquisition of the Property, the City shall make an initial written offer of just compensation to the Owner for the Property identified in Exhibit A;
6. The City shall reimburse the Owner for an independent appraisal of damages from a licensed real estate appraiser to estimate the full amount of damages, and that, upon the Owner providing to City a copy of the appraisal report, evidence of the cost of that report, and evidence of payment of that amount to the appraiser, the City shall reimburse Owner for the cost of Owner's independent appraisal report, subject to the limits stated in Minn. Stat. §117.036;
7. The law firm of Kennedy & Graven, Chartered, is authorized to commence eminent domain proceedings on behalf of the City to acquire the Property if it cannot be timely purchased and to do so pursuant to the "quick take" provisions of Minnesota Statutes, Section 117.042; and,
8. The Mayor and City Clerk are authorized to execute all documents necessary to affect the acquisition of the necessary Property.

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 18TH DAY OF FEBRUARY, 2025.

Brad Sutton, Mayor

ATTEST:

Chase Peterson-Etem, City Clerk

EXHIBIT A

Property Tax Identification No. 08-029-24-24-0064

Fee Owner: North Memorial Medical Center

Property Address: 3400 Oakdale Ave N, Robbinsdale, MN 55422

Legal Description of the Subject Property

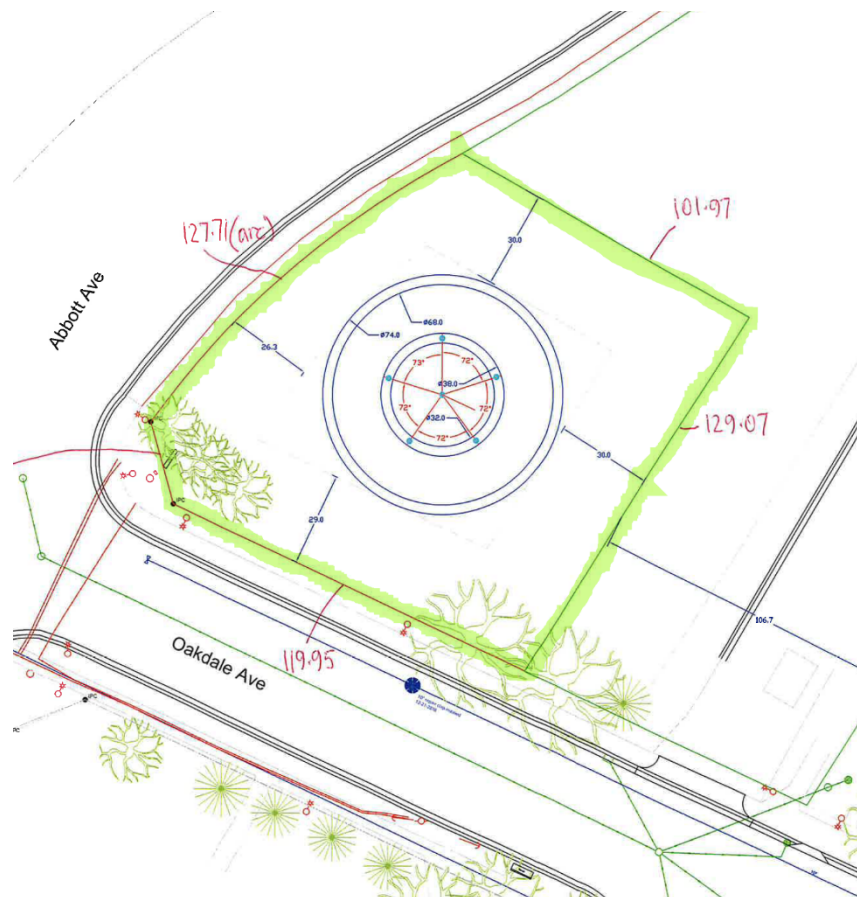
Lot 4, Block 1, North Memorial Campus Addition, Hennepin County.

Legal Description of the Portion of Property to Be Acquired in Fee Simple

That part of Lot 4, Block 1, North Memorial Campus Addition to the south and west of the line described as follows –

From the southernmost point of the lot thence N 62°40'00"W along the southeast line of said property for a distance of 96.56 feet to the starting point, thence N32°20'00"E for a distance of 129.07 feet thence N 60°29'18"W to the intersection of the eastern Abbott Avenue North Right-of Way line and there terminating.

Depiction of the Portion of Property to Be Acquired in Fee Simple





TO: Mayor and City Council
PREPARED BY: Chase Peterson-Etem, City Clerk/Assistant to City Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: February 18, 2025
RE: Resolution allowing the use of electronic signatures

Background:

Currently, the City of Robbinsdale relies heavily on paper-based signatures for various documents, including contracts, agreements, purchase orders, minutes, resolutions, ordinances, and general city forms. This process is often time-consuming, requires physical storage space, and can be prone to delays and errors. The Minnesota Uniform Electronic Transactions Act (UETA), Chapter 325L of the Minnesota Statutes, provides the legal framework for the use of electronic signatures, recognizing their validity and enforceability. Several other organizations and government entities have successfully implemented electronic signature solutions, demonstrating their feasibility and benefits.

Analysis:

Benefits of implementing the use of electronic signatures include increased efficiency, enhanced security and accessibility, and sustainability benefits by reducing paper consumption. It is also important to note the implementation of electronic signatures must comply with the Minnesota UETA and must ensure clear indication that the signer intends to sign the document, the electronic signature is reliably associated with the signer, the document has not been altered after being signed, and that the signer cannot deny having signed the document.

The City of Robbinsdale will utilize DocuSign for electronic signatures. This platform meets UETA standards, is user friendly, and is a product that can be integrated for use with our Laserfiche records management system in the future. Implementation will be phased in, starting with 1 user account to be utilized for signing Council related documents, such as resolutions, ordinances, minutes, etc. The cost for a single account is \$120.00 annually. As staff familiarizes themselves with this process, additional users and documents may be added to this process.

Recommendation:

Motion to adopt a resolution allowing the use of electronic signatures.

Attachments:

1. Electronic Signature Resolution

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 18th day of February 2025.

RESOLUTION NO.

A RESOLUTION ADOPTING THE USE OF ELECTRONIC SIGNATURES

WHEREAS, the City of Robbinsdale conducts various transactions and requires signatures on numerous documents in the course of its operations; and

WHEREAS, the use of electronic signatures can increase efficiency, reduce costs, and streamline processes, and

WHEREAS, Minnesota Statutes Chapter 325L, the Uniform Electronic Transactions Act (UETA), provides a legal framework for the use of electronic signatures in Minnesota; and

WHEREAS, for the purposes of this resolution, an "electronic signature" is defined as an electronic sound, symbol, or process attached to or logically associated with a record and executed by a person with the intent to sign the record, as defined in Minnesota Statutes Section 325L.02, subd. (h); and

WHEREAS, the City of Robbinsdale desires to implement the use of electronic signatures in a manner consistent with applicable laws; and

WHEREAS, all electronically signed documents shall be retained in accordance with the Organization's record retention policy and applicable laws. The electronic records shall be maintained in a format that is capable of being accurately reproduced for later examination; and

WHEREAS, the City of Robbinsdale may utilize various technologies to create and capture electronic signatures, including but not limited to:

- Digital signatures that comply with relevant industry standards and are secured by a digital certificate
- Typed signatures (e.g., /s/ followed by the name of the signer)
- Scanned signatures
- Other methods that clearly identify the signer and their intent to sign the document; and

WHEREAS, the City Clerk shall be responsible for evaluating and approving specific technologies to be used by the City of Robbinsdale, ensuring compliance with security and legal requirements;

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Robbinsdale, Minnesota, that the City of Robbinsdale hereby authorizes the use of electronic signatures for all documents, including but not limited to minutes, resolutions, ordinances, contracts, agreements, applications, forms, etc., unless specifically exempted by other applicable law or policy.

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

And the following voted against the same:

WHEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED
THIS 18th DAY OF February 2025.

Bradley Sutton, Mayor

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: February 18, 2025
RE: Voucher Requests Pending Approval for Disbursement

Background:

The check register dated 2/18/25 reflects the voucher requests pending approval for disbursement.

The check register dated 2/5/25 through 2/18/25 is a list of vouchers requiring payment for city funds, Deputy Registrar, liquor, and miscellaneous purchases. The payments are required prior to the next Council meeting.

Analysis:

None

Recommendation:

By motion, approve disbursement requests for the period ending 2/18/2025.

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: February 18, 2025
RE: Schedule 2025 Goals and Top Priorities Session

Background:

During the past several years, the Council and staff leadership have participated in work sessions to determine goals and top priorities for the upcoming year. These sessions help to identify and establish focus areas for citywide operations and provide collaborative efforts between stakeholders. Staff identified February 24 as the best option for the 2025 Goals and Top Priorities work session. The Council has been made aware of this date and staff is asking the Council to formally schedule this session. Attached are the 2024 Goals and Priorities.

Analysis:

None.

Recommendation:

Motion to schedule 2025 Goals and Top Priorities Session for February 24, 2025, at 4:00 p.m.

Attachments:

1. Robbinsdales 2024 Top Priority Goals (PDF)

2024 – Top Priority Goals

1. Address staffing security and maintain strong performance
 - a. Develop new hire orientation - update recruitment policies, compensation plan and overall work climate and culture
2. Complete Facilities Study
 - a. 2024 – Public Works needs analysis
 - b. 2024 – Parks Master Plan
 - c. Future – Civic Campus needs
3. Develop program to create incentives for property reinvestment
 - a. Utilize Center for Energy and Environment programming through Robbinsdale Economic Development Authority agreement and Seed Grant funding
4. Continue to promote Diversity, Equity, and Inclusion
 - a. Identify continued trainings for Council and staff
5. Recruit, hire, and maintain a fully staffed Police Department
 - a. Continue Cadet program
 - b. Continue to explore and promote partnerships
6. Develop Housing Plan around Light Rail Transit
 - a. Consider existing language, including zoning code and transit-oriented development (TOD)
 - b. Work with Anti-Displacement Recommendations
7. Continue City-wide sustainability efforts
 - a. Utilize new Sustainability Coordinator to pursue funding through the Infrastructure Investment & Jobs Act, Inflation Reduction Act, MN Department of Commerce, Minnesota Pollution Control Agency, etc.
 - b. Continue to work with the community through programs like Partners in Energy

Identified Opportunities

- Redevelop Hubbard Ave from 41st to 42nd Ave. This includes considerations for future Civic Campus
- Determine direction for 2025 Collection Contract
- Update City Website
- Re-evaluate Commission structure
- Update Mission/Vision Statements
- Reconstruct ½ to 1 mile of streets per year
 - Goal should include exploration of pedestrian friendly facilities
- Pursue new funding mechanisms and review spending considerations
- Understand and implement Fire Service model changes





TO: Mayor and City Council
PREPARED BY: Tim Sandvik, City Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: February 18, 2025
RE: Schedule a Special Work Session to review Water Tower 1 Lighting

Background:

At the February 11, 2025 City Council Work Session, Council supported the setting of a Special Work Session at the site of Water Tower 1, to review newly installed lighting

Analysis:

Staff will provide some options for upcoming dates/times.

Recommendation:

Set a date and time for an upcoming Special Work Session at 4360 West Broadway

Attachments:

None