

AGENDA

CITIZEN PARTICIPATION

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

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

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

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

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

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1. CITY COUNCIL MEETING CALLED TO ORDER
 2. ROLL CALL: 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 JUNE 3, 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 May 20, 2025

- B. Approve City Council Work Session Meeting Minutes of March 11, 2025
- C. Approve City Council Work Session Meeting Minutes from April 8, 2025
- D. Approve City Council Work Session Meeting Minutes from May 13, 2025
- E. Receive Sustainability Committee Meeting minutes from April 16, 2025
- F. Receive Planning Commission Meeting Minutes of April 17, 2025
- G. Approve Quote for Elevator Work at the Public Safety Building
- H. Robbinsdale Wine & Spirits' Monthly Financial Statements
- I. Quarterly Financial Information for General, Water, Sanitary Sewer, Storm Sewer, and Solid Waste
- J. Diggers Garden Club Event
- K. Deputy Registrar's Monthly Financial Statements
- L. Approval of Licenses
- M. Accept quote for Hurst Tool Replacement – City project # 8172
- N. Appointment of Human Rights Commissioners (HRC)

7. PRESENTATIONS

- A. Growth Through Opportunity - Empower Inclusion
- B. Whiz Bang Days Committee - Event Requests
- C. 2025 LGBTQIA+ Pride Month Proclamation

8. PUBLIC HEARINGS

- A. None

9. OLD BUSINESS

- A. None

10. NEW BUSINESS

- A. Conditional Use Permit (CUP) for Outdoor Firework Sales Tent at 4050 Lakeland Ave N
- B. First Reading of an Ordinance related to Camping on City Property

11. OTHER BUSINESS

- A. Voucher Requests Pending Approval for Disbursement

B. Set Upcoming Special Work Session to tour the Public Works Facility

12. ADMINISTRATIVE REPORTS

13. COUNCIL GENERAL COMMUNICATIONS

14. ADJOURNMENT

MINUTES

CITY COUNCIL MEETING CALLED TO ORDER

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

ROLL CALL

Present: Blackledge, Greenberg, Parisian, Wagner, Sutton

Absent:

Staff: Tim Sandvik, City Manager; Matt Bazyk, Recreation Services Manager; Chase Peterson-Etem, City Clerk

MICROPHONE CHECK

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

None.

APPROVAL OF THE MAY 20, 2025, MEETING AGENDA

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

Member Parisian MOVED, seconded by Greenberg to approve the May 20, 2025, City Council agenda as amended. The vote was unanimous and the motion carried.

CONSENT AGENDA

Mayor Sutton removed Item G for further consideration.

Member Greenberg removed Item I for further consideration.

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

- A. Approve City Council Meeting Minutes from May 6, 2025
- B. Resolution Appointing a Data Practices Responsible Authority
- C. Deputy Registrar's Monthly Financial Statements
- D. Robbinsdale Wine & Spirits' Monthly Financial Statements
- E. Approval of Licenses
- F. Second Reading, Ordinance Amending City Code Sign Ordinance (Chapter V, Planning and Land Use, Section 410 - Signs)

H. USTA Tennis Court Grants

G. Appointment of Human Rights Commissioners (HRC)

Mayor Sutton commented that he removed Item G because he would like to speak with Human Rights Commission applicants before appointing them. He also noted his concern regarding some of the questions listed on the application.

City Manager Sandvik stated Staff is in agreement and many Commissions have moved to letters of interest. He recommended tabling the item and bringing the candidates back at a later date.

Member Wagner asked if this item was necessary to have on the agenda due to the lack of Council action. Sandvik noted acknowledgment, transparency, and celebration for those who have stepped up to volunteer.

Member Wagner echoed Mayor Sutton's sentiments and agreed to table Item G.

Member Greenberg noted he also agrees to table the Item.

Member Greenberg MOVED, seconded by Wagner to table Item G, Appointment of Human Rights Commissioners (HRC). The vote was unanimous and the motion carried.

Mayor Sutton expressed his gratitude to residents who applied for the Commission.

I. Sanborn Park Building RFP

Member Greenberg commented that he removed Item I to inform the public that the Council is discussing building a new structure in Sanborn Park.

Member Greenberg MOVED, seconded by Parisian to approve the submission of the Sanborn Park Building RFP for distribution. The vote was unanimous and the motion carried.

PRESENTATIONS

A. None

PUBLIC HEARINGS

A. Public Hearing related to Solid Waste Fees

Peterson-Etem introduced the history of solid waste fees, the addition of a \$5 yard waste fee, and a \$10 cart exchange fee.

Member Parisian asked for Peterson-Etem to highlight the additional 5-bag rule with yard waste bin collection. Peterson-Etem noted that yard waste collection allows for five additional compostable bags in addition to the bin.

Peterson-Etem asked the Council if they'd like him to add those additional line items to the Resolution and bring it back to the Council. Member Parisian stated she thinks that would be helpful to have stated in the Resolution.

Member Greenberg asked if the language regarding the extra bags is necessary, if the wording in the Resolution of \$5 per month for an additional bin is accurate, and if the website and other areas note the allowance of

additional bags. Peterson-Etem stated the allowance of extra bags is clear in other communications, and this is purely a fee Resolution. Sandvik stated he is satisfied with the current wording in the Resolution.

Mayor Sutton asked if the \$10 administration fee covers the City's time. Peterson-Etem stated the fee was at \$5, and this increase will better cover labor and costs of the exchange.

Member Greenberg asked if the \$10 fee occurs every time someone exchanges a bin. Peterson-Etem noted the \$10 exchange fee is in regard to trash and yard waste services and residents are able to get an additional recycling bin at no cost.

Member Greenberg asked if a resident got an additional yard waste bin and decided they no longer needed it, would the \$10 fee occur at the time of receipt and return. Peterson-Etem stated yes. Member Greenberg felt that wasn't clear in the language. Member Blackledge noted that in the Resolution, it stated per occurrence and feels the wording is clear.

Mayor Sutton asked if Peterson-Etem had stated there wasn't a fee for an additional recycling bin. Peterson-Etem stated that is correct as the City wants to encourage recycling. Mayor Sutton asked, why then, is there a charge for an additional yard waste bin. Sandvik noted the fee is to deter excess bin exchanges.

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

There were no public comments.

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

Mayor Sutton asked for clarification regarding how the Council would like to word the Resolution. Member Parisian commented that if Staff feels a change in Resolution language is not necessary, she is okay with that as long as residents have access to additional bag information on other platforms.

Member Greenberg commented that he has received lots of feedback from residents related to going from unlimited yard waste to the bin and five bags, and asked if other Council Members are also receiving feedback. Mayor Sutton noted he has heard feedback regarding the challenge this poses for residents and empathizes with people, but noted the positives of switching haulers. Member Wagner stated he has heard some concerns, but has also heard about missed yard waste pickup, which he feels will change as time goes on. Member Wagner shared an email of concern regarding the issue, but does believe most residents will not have an issue with the change and believes the switch in the hauler is a good compromise.

Mayor Sutton asked if a resident requests two more bins, will there be a \$10 fee per bin or per administrative transaction. Peterson-Etem stated per bin.

Member Parisian asked if a resident wanted additional bags picked up on top of the five allowed and if there is an option for that. Peterson-Etem stated that option is currently not available, but could be discussed. Member Parisian stated she'd love to be proactive and further discuss options with Republic.

Member Greenberg noted that residents have voiced their lack of control related to how many leaves they have and when they drop. Therefore, Member Greenberg agrees with Member Parisian and would like to find a solution for residents with yard waste above what is allowed. Sandvik stated Council discussed this in the work session last week and highlighted that the yard waste agreement currently works for most people, most of the time, at an efficient rate.

Mayor Sutton asked how long the term of the agreement is with Republic. Sandvik stated five years and noted a more in-depth conversation of the agreement could be discussed at a later date.

Member Wagner MOVED, seconded by Blackledge to adopt Resolution No. 8156 "A RESOLUTION ESTABLISHING CITY SOLID WASTE FEES FOR ADDITIONAL YARD WASTE CARTS AND CART EXCHANGE FEES." The vote was unanimous and the motion carried.

OLD BUSINESS

A. None

NEW BUSINESS

A. Consider a Closed Session to Discuss the Purchase of Real Property

Sandvik explained that under Minnesota State Statute Chapter 13 D.05, the City Council may enter into a closed session to discuss the purchase of a property. He said that the property in question is 3400 Oakdale Avenue N and staff recommends entering into a closed session to begin further discussions.

Member Greenberg MOVED, seconded by Parisian to enter into a closed session to discuss the potential purchase of a property located at 3400 Oakdale Avenue N. The vote was unanimous and the motion carried.

The City Council entered into a closed session.

Mayor Sutton called the meeting back into order at 8:12 p.m.

B. City Manager Annual Performance Review

Sandvik provided an overview of the item and explained that under Minnesota State Statute Chapter 13D, an annual performance review of the City Manager is allowed to be conducted in a closed session.

Member Greenberg MOVED, seconded by Blackledge to approve moving to a closed session to discuss the City Manager's annual performance review. The vote was unanimous and the motion carried.

The City Council entered into a closed session.

Mayor Sutton called the meeting back into order at 9:37 p.m.

Member Wagner MOVED, seconded by Parisian to approve executing the contract adjustment agreement moving the City Manager to Step 5. The vote was unanimous and the motion carried.

OTHER BUSINESS

A. Voucher Requests Pending Approval for Disbursement

Member Greenberg MOVED, seconded by Wagner to approve voucher disbursement requests ending May 20, 2025. The vote was unanimous and the motion carried.

ADMINISTRATIVE REPORTS

Sandvik encouraged residents to check out City communications.

COUNCIL GENERAL COMMUNICATIONS

Member Wagner discussed the conversation Council had with Sandvik, expressed gratitude for his work as City Manager, and highlighted things accomplished under Sandvik's leadership. Member Wagner also wished everyone a happy Memorial Day weekend.

Member Parisian extended her thanks to Sandvik for all his work.

Member Greenberg echoed other Council Members' thanks to Sandvik. Member Greenberg noted a community clean-up event on Thursday at 6:30 p.m. at Hollingsworth Park, expressed gratitude to Parks and Rec Staff for doing activities with kids at Lakeview Elementary, and wished everyone a safe and happy Memorial weekend.

Member Blackledge thanked Sandvik, reminded residents about the community survey that is out, and encouraged people to greet their neighbors.

Mayor Sutton commented on all of the unseen work Sandvik does, wished people a happy Memorial Day, and highlighted Member Greenberg's initiative to check on community members' post on the tragic event that occurred a few weeks ago.

ADJOURNMENT

Member Greenberg MOVED, seconded by Wagner to adjourn the meeting at 9:45 p.m. The vote was unanimous and the motion carried.

Chase Peterson-Em, City Clerk

Bradley Sutton, Mayor

MINUTES

CITY COUNCIL WORK SESSION CALLED TO ORDER

Mayor Pro Tem Blackledge called the meeting to order at 7:13 PM.

ROLL CALL

Present: Member Parisian, Member Wagner, Mayor Sutton, Mayor Pro Tem Blackledge, Member Greenberg

Absent: None

Staff: Tim Sandvik, City Manager; Richard McCoy, City Engineer/Public Works Director; Heather Rand, Community Development Director; Rachel Leen, Communications Coordinator

DISCUSSION

A. CCX Media - Funding and Policy Updates

Sandvik introduced the team from CCX Media, Shannon Slatton Schwartz and Dave Kiser, and explained that they are here to provide Council with some legislative updates and information about what CCX Media is currently facing.

Schwartz explained that CCX Media disseminates daily content on daily news, sports, and live events for nine member cities and 350,000 people. She explained that CCX works with cities closely, since staff manage the recording equipment at City Council meetings and work with Communications staff to plan Robbinsdale-specific stories. She stated that CCX stands out due to the daily content that is posted for free so that everyone can access content.

Kiser explained that CCX is funded by cable franchise fees and PEG fees, and that CCX has lost 35% of their revenue since 2017. He explained that they are now turning to the legislature to try and modernize their funding model, since this model of funding was set up in the 1980s when most folks had cable. They discussed the Equal Access to Broadband Act, and how it would grant broadband access to all, instead of allowing companies to cherry-pick where they go. They also highlighted ensuring adequate compensation for activity done by companies in the public right-of-way. Kiser and Schwartz explained that companies do not have to pay a franchise fee for streaming on their phones, even though it is the same content they get on TV. They expressed their appreciation for the Council's support.

Member Wagner asked about the appeal and popularity of online content. Schwartz shared that they have high viewership on sports content, especially girls' volleyball, since they make all sports content easily searchable. She shared that CCX does not do clickbait stories, so it is hard to make a ton of money on local stories. Member Blackledge echoed the importance of sports coverage in high schools.

Sandvik called out that the product that CCX Media delivers is top-notch and nationally recognized. He emphasized that they are great partners, and that City staff greatly appreciate the incredible storytelling that they help Robbinsdale bring to life.

B. Light Rail Transit - Blue Line Extension Updates

Sandvik introduced the topic and explained that multiple agencies are here tonight to share light rail updates.

Andrew Dresdner from Bolton and Menk explained that he is here to discuss stationary planning. Bolton and

Menk previously did planning work with Council and staff, which culminated in a document for the City to use as a reference point. He shared that the document informed some of the light rail plan, but it also gave ideas of how the area can grow in general.

He explained that Bolton & Menk took a four-point approach: understanding that transit is not a panacea, knowing that you have to work at transit to get good things, noting that transit is just one component of a good downtown, and pushing to center Robbinsdale in the light rail discussion. He shared quotes on the importance of pedestrian infrastructure surrounding the station in Robbinsdale. He noted that Bolton & Menk tried to weave together the goals of the project, County, and City. He shared that these goals included growing diversity of experiences, transforming Bottineau into a front door to the community, ensuring light rail serves community long-term, and building an efficient public realm. He explained that these goals then informed recommendations related to connectivity, development, and place.

Mayor Sutton asked how we can be confident that development will come to Robbinsdale due to the light rail. Dresdner shared that they are seeing growth all over the region due to transit, and that it is already desirable to live near downtown Robbinsdale, so that desire would only grow with transit. Member Wagner highlighted that there has been demand for housing in Robbinsdale as exemplified by the three large apartment buildings that have been built in the past few years.

Member Greenberg asked how visions of redevelopment downtown are compatible with the park & ride structure at US Bank. Sandvik shared some context that the project office is looking to use the US Bank site as a park & ride, and that Council would like to use the site for redevelopment options. Member Greenberg wondered how some visions of redevelopment could happen sooner in Robbinsdale, and Dresdner and staff discussed how there might be more EDA opportunities going forward. Nick Landwer, Director of Engineering and Design for Light Rail, discussed how it was in the municipal consent resolution to plan for the park & ride site at US Bank. Mayor Sutton emphasized his preference of moving the park & ride site to another location.

Member Parisian thanked Mr. Dresdner and emphasized that she loves the Bolton & Menk vision for its focus on pedestrian infrastructure and connectivity across the City. Member Blackledge agreed and thanked Mr. Dresdner.

Landwer walked Council through a technical overview of the project using segmented maps. He highlighted the entire route, the 13 stations along the alignment, and the stops roughly every 0.75 miles. He discussed how the plans are currently nearing 60% design. He explained that construction will likely start in 2027-2028 and will take around 4 years to complete. He emphasized that Metro Transit will work with the selected contractor to assist with construction impacts throughout the project. He shared that the final 60% design for Robbinsdale is expected to be finished in July of 2025. He noted that the Lowry Station plans are currently underdeveloped due to recent changes in the nearby bridges. Brian Krasner, Metro Transit Assistant Designer, noted that cultural place making design work is currently in the works, which will take community input into account for station planning.

Landwer discussed the Lowry Avenue Station, and noted that they tried to preserve the existing infrastructure, but concerns arose with crossings at the Parkway and Lowry Ave, and well as hospital concerns on ambulance access. He shared that these reasons led to a selection of a grade-separated station, where the station will be at-grade, but the Parkway will be separated by grade. Member Greenberg asked if there will be a new municipal consent vote due to the change in the Lowry Avenue station design. Landwer explained that since the station is in the same place and the roads are the same, there will not be another municipal consent vote. He added that at 90% design, the City will get to provide additional feedback.

Landwer continued the technical overview and shared that in previous designs, there was construction along Lakeland that would remove trees and heavy reconstruction, which is no longer the case. He also noted that the

Three Rivers trail will not be touched. He highlighted that the project office commits to relocating the downtown Robbinsdale station from south of 40th to north of 40th avenue. He also noted their commitment to improving pedestrian and bike connections on 40th avenue. Parisian highlighted the importance of using wayfinding to direct cyclists to take the safer routes when crossing Bottineau Blvd. McCoy added that there will be a proposal coming to Council as a part of Shoreline project to add in a trail that connects the Parkway to the other side of Shoreline.

Member Wagner asked when lighting and visibility discussions would be incorporated into the design plans. Landwer shared that those topics be discussed at the 60% - 90% design plan mark once the lines and lanes are finalized. Krasner shared that Metro Transit's designs are dark sky compliant. Member Wagner asked if lights would use copper or aluminum wires, and Metro Transit said that they will keep theft in mind when making lighting choices.

Mayor Sutton asked about federal funding. Dan Soler from Hennepin County shared that the Blue Line project is a part of a federal program that is still ongoing. He explained that previously, Hennepin County was planning to pay 51% based on the cost estimate, and 49% would be paid by the federal government. He shared that when the cost estimate is redone, the County is anticipating picking up the difference between the estimates. He explained that an issue arises if the federal government will not hold up their previous commitment, and then a funding gap would need to be fulfilled by another source. He discussed that the County will know more later this year after the environmental impact work is completed.

The project office highlighted their community engagement work, and emphasized that there are still looking for folks along the project corridor to participate in each city's cultural place making group.

Project office staff and City staff discussed the loss of tax capacity that would come from not redeveloping the US Bank site. Dan Soler explained that there could be taxable parts of the site incorporated into the park & ride plan, such as multi-unit housing. He highlighted that there is other property in the downtown area that could also be redeveloped into taxable income, and that the project will generally bring the City's tax base up due to spurred development. Mayor Sutton emphasized that his heart is with the immediate tax revenue opportunity for the City.

C. Water Tower 1 - Lighting Policy

Sandvik provided background that when Tower 1 was initially lit, they received immediate feedback that the lights were too bright, and staff turned the lights back off. He explained that staff worked to refit new lights on the tower with various colors and capabilities to dim lights. He shared that there was recently a demonstration of the new lights, which highlighted the dimmable features and color schemes. Council also met with some of the residents in the immediate area about the impact on their homes. He explained that staff is looking for explicit direction from Council on how they would like to go forward with a lighting schedule.

Member Parisian thanked staff for the demonstration of the new lighting system. She proposed that once a month, youth in Robbinsdale should vote and pick what color the lights turn on a certain day. She shared that communications could go out asking kids what color they want the water tower lights to be and why, and the City could select 12 of those submissions for each month of the year. She stated that she is okay with having the lights off for the rest of the month. Member Greenberg showed support for the idea.

Mayor Sutton shared that he is hesitant to light the tower at all, and that he would like to hear residents' perspective on the idea. A resident discussed how the City has been focused on improving sustainability initiatives, but he feels that these lights increase light pollution in Robbinsdale. He is wondering why nobody talked to the neighbors about putting lights on the towers in the first place. He discussed how if we light up the tower occasionally, other residents may want to light it up more frequently, since they look great from afar. Mayor Sutton stated that he cannot get behind lighting the tower at all due to the light pollution and impacts on

the neighborhood. Member Wagner agreed.

Member Greenberg shared that he is looking for creative ways to utilize the lights in any way, so they don't go to waste. He wondered if there was a way to just light up the side of the tower facing highway 100 instead of the side facing the neighborhood. He concluded that it is important to listen to the residents, and he thinks the lights should stay off, even though he would like to find some purpose for the lights. Member Parisian added that her idea strikes a balance between keeping the lights primarily off, while also encouraging community engagement. She hoped that the neighborhood could get behind having the colored column lights on for a few hours per month at a low brightness setting. She recalled that community engagement and communications are a high priority in Robbinsdale, and this would be a great way to tell a story.

Member Greenberg asked if the lights on the water tower could be repurposed or sold to another City to recoup some funds. McCoy and Sandvik shared that you would get next to nothing for selling the lights. He wondered if we could ever reuse those lights on another building in the City in the future, and McCoy said that could be an option.

Sandvik asked for confirmation that three of the five Council members support completely turning off the lights, and Council confirmed.

STAFF UPDATES

Leen shared that CCX Media works frequently with staff on City stories, and that there will be more opportunities for Council members to get involved with those stories in the future.

COUNCIL UPDATES

Mayor Sutton shared that he is not going to be at the City Council meeting on March 18, so Mayor Pro Tem Blackledge will lead the meeting.

Member Greenberg discussed how the IB program in the Robbinsdale School District will be kept for now, which is exciting news.

The Council and Sandvik discussed options for testing out technology for remote Council meetings in the future.

A. Humane Pet Store Ordinance - Mayor Sutton

Sandvik shared information on a potential ordinance idea brought forward by Mayor Sutton, which works towards prevention of the puppy mill industry in Robbinsdale. He added that this ordinance would encourage people to support the Humane Society instead of puppy mills. Sandvik asked whether there was support from other Council members for staff to draft language to bring to an upcoming meeting. Council confirmed.

ADJOURNMENT

Mayor Pro Tem Blackledge adjourned the meeting at 10:00 PM.

Rachel Leen, Communications Coordinator

Raymond Blackledge, Mayor Pro Tem

MINUTES

CITY COUNCIL WORK SESSION CALLED TO ORDER

Mayor Pro Tem Blackledge called the meeting to order at 7:15.

ROLL CALL

Present: Mayor Pro Tem Blackledge, Member Parisian, Member Greenberg, Member Wagner

Absent: Mayor Sutton

Staff: Tim Sandvik, City Manager; Heather Rand, Community Development Director; Rachel Leen, Communications Coordinator; Guy Dorholt, Fire Chief; Members of the Aerial Apparatus Committee - Darren Olson, Scott Welle, Tom Robertus, Alex Johnson, Greg Logan, Aric Gobernatz

DISCUSSION

A. Robbinsdale Fire Department - Aerial Apparatus Replacement

Guy Dorholt, Fire Chief, introduced himself and the Apparatus Committee and shared that they are here to discuss the apparatus replacement plan and answer questions. He explained that the current apparatus consists of two engines, a 75' aerial ladder, a light rescue, a hovercraft, a Jon boat, a utility vehicle and three command vehicles.

Dorholt explained the function of the Apparatus Committee and how they research, design, recommend, purchase, and deliver the final product. He explained that a new apparatus is purchased every 10 years, with a 30-year cycle for each apparatus. The current apparatus up for replacement is a 1999 Pierce 75' Heavy Duty, All-Steer Ladder truck. He emphasized that the current apparatus does not have front/side impact crash protection, a carcinogen-resistant crew cab, and industry-leading aerial operation software, as well as fall short of NFPA 1911 guidelines.

Dorholt explained that the committee inspected options from 4 different manufacturers: Custom Fire, E-One, Pierce, and Rosenbauer. The committee also viewed apparatus equipment from Brooklyn Center, Golden Valley, Hopkins, Minnetonka, and West Metro Fire. He shared that our community is changing with existing buildings being redeveloped to greater heights and light rail coming with at-grade and above-grade access, which means our equipment must be able to handle those conditions.

Dorholt highlighted key points of the Aerial Apparatus replacement timeline, including the purchase agreement getting signed in July/August 2025, and the delivery of the apparatus expected in July/August 2029. He explained that the Fire Department is looking for Council support on a 4-year build, so Council will need to decide how to move forward by August of 2025. Councilmember Wagner asked if any money is paid up front when the purchase agreement is signed. Dorholt noted that the department has utilized a purchasing consortium in the past and discussed the various purchasing consortium options for this payment.

Member Greenberg asked if this purchase had been included in the budget for a while now. Sandvik shared that this project has been in the CIP for several years, and this situation is unique since the purchase must be started 4 years out. Member Parisian asked for a reminder of the budget for this vehicle, and Sandvik answered that it is \$2.5 million.

Member Wagner asked what work the Apparatus Committee will do between signing the purchase agreement and pre-construction. Dorholt shared that the gap is a time for aesthetic decisions to be made, such as lighting,

striping, and more. Gobernatz shared that the committee plans to research how to configure the truck to best fit the needs of the community and the department.

Member Greenberg asked if there is training included in the purchase of the new apparatus. Dorholt answered that there is mandatory training by the manufacturer, and that the department will take additional time to become proficient.

Member Greenberg asked what would happen if the life of the current apparatus was extended. Dorholt answered that its life would be extended via a refurbishment process, and that it would cost half the price of just purchasing a new apparatus. Sandvik added that the cost of the new apparatus will only continue to rise in coming years.

Sandvik emphasized that August is the big milestone and that questions can be directed to Sandvik or Chief Dorholt before then. Mayor Pro Tem Blackledge asked how this information would be communicated to the public, and Sandvik mentioned that the Public Safety Open House in early August could be a good opportunity.

B. Human Rights Commission Annual Updates

Sandvik introduced Julie Ralston-Aoki, Courtney Kirkeeng, and Rita Fox from the Human Rights Commission (HRC), and shared that they are here to provide an update on their work and a draft resolution.

Ralston-Aoki explained that the resolution was created after feeling that there has been fear among residents about the new federal administration. She shared that a resolution would help Robbinsdale double down on the values of diversity, equity, and inclusion.

Member Wagner thanked the HRC and shared his support for the range of topics and issues covered in the resolution. Member Parisian echoed her thanks and shared that this resolution continues upon conversations that Council had at the recent goal-setting session. She expressed that her only fear in having such a wide range of items in a single resolution is that the individual pieces could get diluted. Member Greenberg echoed his support. Mayor Pro Tem Blackledge shared his support for Robbinsdale leading the charge as a small community who makes sure residents feel welcome in the community. Mayor Pro Tem Blackledge asked if there is any need to alter language to protect ourselves from federal pushback.

Ralston-Aoki addressed the concern of this resolution putting a target on the City's back, and she shared that the target is already there due to what the City values. Sandvik raised the question of whether the resolution is intended to hold the Council to a certain standard, and who decides if those standards are met. Ralston-Aoki shared that this resolution can be a tool of accountability for the City.

Member Greenberg expressed a desire to take a deeper dive as a Council into the resolution to ensure that it is fully fleshed out. Mayor Pro Tem Blackledge agreed that there are opportunities for having more discussions, especially since Mayor Sutton is not in attendance at this meeting. Sandvik recommended that the Council provide the HRC with direction about what they would like changed in the resolution. The Council concluded that this resolution should be discussed again at an upcoming work session with all Council members present.

Ralston-Aoki shared that the HRC is actively working on community engagement and outreach, particularly with business groups and renters.

Rita Fox shared that there is a community event coming up about the supreme court decision Obergefell vs. Hodges that gave the right to same-sex couples to marry. She explained that the event would center around the idea of what would happen if Obergefell fell. She discussed how this event would also focus on the history of

LGBTQ+ rights, as well as look towards the future and provide various resources. The Council shared their appreciation.

The HRC members shared that they have been working with Phillip Gray of the JCPP, as well as Elim Lutheran Church, to host movie nights. They are also planning a series called "Beloved Community" focused on starting conversations about how to be a better community member. Kirkeeng discussed her involvement with the Chamber of Commerce. The HRC is also working with Robbins Landing and Lilac Parkway on events. Ralston-Aoki shared that the HRC is working on a communications plan with Leen to get more HRC information out to the community.

The HRC members expressed their concern about the new fees that come with Republic Services when disposing of bulk items, and they wondered if the City would ever host a trash dump event for large items.

Sandvik shared that the bulk-item pricing was negotiated as a part of the contract. Sandvik also highlighted that yard waste has been identified as a concern and will be discussed at an upcoming meeting. Sandvik explained that a waste drop-off day would be costly, but that it could be paid for out of the general levy if Council has a desire.

Sandvik shared an update on the Parks Naming Policy and explained that the previous Council left the topic by urging the new Council to address the policy. The Council decided that they will revisit the policy soon.

C. Fee Schedule, Utility Fees - Updates

Sandvik reminded Council that there was a first reading of an ordinance on the fee schedule at the last Council meeting. He explained that the ordinance has been brought to the work session before the second reading in case there are any concerns. He discussed how there has been an increase in the permit fees, since staff want these fees to cover the cost of services. He also noted that an electric vehicle charging rate has been set for our chargers, which can be adjusted going forward if needed. He explained that the water rate for North Memorial is formally established in the updated fee schedule.

Member Parisian asked if there was any consideration for slowly increasing permit fees in smaller increments. Sandvik shared that the adjustments in the costs of permit fees will make up for the licensing going away, so the increase is only to cover our costs.

Member Greenberg asked for an estimation of how many people will use the EV Charger. Sandvik shared that staff discussed usage expectations with peers, and we are confident they will get used.

D. Council Meeting Schedule

Sandvik discussed that there are other options for how our Council meetings are scheduled each month. He shared that other City Councils fit their meetings into two Tuesdays each month, instead of three. He explained that this option would require an earlier start time, with either an EDA or Work Session first followed by a City Council meeting afterward. He explained that he is looking for Council's input on whether they would like to explore this option.

Member Greenberg and Member Wagner expressed that they prefer the current schedule. Member Parisian shared that she would like meetings to stay on Tuesdays, but she does not feel strongly otherwise. Mayor Pro Tem Blackledge stated that he would be open to exploring the option, especially during the summer. The Council concluded that they will continue with the current schedule for the rest of the year, with plans to reconsider the new schedule when planning for next year.

- E. Discuss proposed city ordinance text changes pertaining to zoning, business registration, and special event permitting related to state-licensed cannabis and lower-potency hemp edible (LPHE) product businesses for adults.

Rand explained that the state approved their rules on cannabis this week, which will go into effect by the end of the month. Rand reminded Council that staff brought zoning changes to the Planning Commission first, and they recommended treating cannabis similarly to how THC products are currently managed. The Planning Commission also recommended allowing cannabis businesses to be zoned in most business districts, while staying clear of the residential business district. She shared that there would be a public hearing at the next City Council meeting on the first ordinance reading.

Rand listed several important notes for Council's awareness:

- Rand discussed how the City does not license - we register. When the state issues a license, they will give staff 30 days to respond about registration.
- Rand noted that we do not have much input on licensing fees.
- Rand discussed plans for annual compliance checks by the Robbinsdale Police Department.
- Rand noted Council's decision to limit the number of cannabis businesses allowed to two for now, which is the required minimum.
- Rand explained the Planning Commission's recommendation for a buffer of 300 feet between cannabis businesses and schools. She also mentioned that cannabis businesses cannot be 500 feet from the next closest cannabis retailer, which is modeled off off-sale-liquor rules.
- Rand wondered how Council wants to proceed with lower-potency hemp edible (LPHE) businesses, since Council could establish a buffer and zoning districts more specific to LPHE. The Planning Commission recommended treating LPHE businesses like all other retail cannabis businesses.
- Rand noted that hours of operation will be treated just like liquor.
- Rand explained that cannabis businesses will be allowed two signs on their buildings.
- Rand discussed how another kind of cannabis retailer requires being zoned in an industrial business park. She noted that Robbinsdale does not currently have that district, but the Comprehensive plan identifies a location that could be zoned as a business warehouse category. She clarified that folks could bring ideas forward if they want to rezone an area for their business.

Member Parisian expressed concern about energy usage from industrial businesses in relation to our Energy Action Plan. The Council decided that they could keep an eye on business warehouse opportunities going forward and consider rezoning if necessary.

Council and staff discussed cannabis use at events. Rand shared that Council could prohibit any on-site consumption and designate where special events can occur.

Rand reminded Council that Council can specifically limit the number of LPHE registrations in the City. Council supported not limiting registrations for LPHE retailers.

Council and staff discussed the idea of our Municipal Liquor Store potentially selling retail cannabis products. Rand emphasized that the final decision does not need to be fully made tonight if they use flexible wording, such as the City of Robbinsdale "may authorize the sale of cannabis in the municipal liquor store." The Council supported that wording.

STAFF UPDATES

- A. Robbinsdale Topics for CCX Media City Videos, May-July 2025

Leen shared a list of upcoming CCX Robbinsdale stories and asked if any Councilmembers would like to participate in the stories.

Member Greenberg showed interest in talking about Whiz Bang Days. Member Wagner stated that he would be interviewed about the Flocculation Plant tour.

Member Parisian noted that she would love to do an interview on the Home Energy Squad visits, even though it is not on the current topic list. Leen confirmed that it could be a story idea for CCX this fall. Member Parisian also expressed interest in discussing the solar panels.

B. City Manager Review

Sandvik informed Council that the annual review for the City Manager happens each May. He discussed how the administration team and management staff get the opportunity to provide feedback for the City Manager via a survey. He noted that the feedback will be given to Council ahead of time to review.

C. Upcoming Facility Tours

Sandvik informed Council that he wants them to tour both the Public Safety and Public Works building in the upcoming months. Council has recently been involved in initial conversations about redoing the Public Works facility, so a tour would provide context for why a new facility is necessary. Sandvik stated that these tours would be considered special work sessions and open to the public.

COUNCIL UPDATES

Member Greenberg noted that he cannot make it to the employee luncheon at the end of April, but that he would like to meet more City staff.

Mayor Pro Tem Blackledge shared that he might miss the work session in May due to a track meeting.

Mayor Pro Tem Blackledge wondered if storm water fees were worth revisiting, and Sandvik mentioned that those fees will be part of a utilities discussion at the May work session.

ADJOURNMENT

Mayor Pro Tem Blackledge adjourned the meeting at 10:24 PM.

Rachel Leen, Communications Coordinator

Raymond Blackledge, Mayor Pro Tem

MINUTES

CITY COUNCIL WORK SESSION CALLED TO ORDER

Mayor Pro Tem Blackledge called the meeting to order at 7:07 PM.

ROLL CALL

Present: Mayor Pro Tem Blackledge, Mayor Sutton, Member Greenberg, Member Wagner

Absent: Member Parisian

Staff: Tim Sandvik, City Manager; John Elder, Police Captain; Heather Rand, Community Development Director; Matt Bazyk, Recreation Services Manager; Rachel Leen, Communications Coordinator; Members of the Robbinsdale Fire Relief Association - Darren Olson, Jesse Hoekstra, Neil Dressel

DISCUSSION

A. Robbinsdale Fire Relief Association - Retirement fund, City Contribution

Olson, President of the Robbinsdale Fire Relief Association, provided background that members of the Fire Relief Association attended the Work session in October 2024 to discuss bringing firefighter pensions up to \$15,000, as per the state maximum. He shared that they are now returning with the same ask to get prepared in advance of this year's budgeting process.

Olson discussed the purpose of the Fire Relief Association and introduced the two Treasurers in attendance - Jesse Hoekstra and Neil Dressel. Olson highlighted the significant training hours required to become a firefighter and discussed all the public education events that are made possible by the Fire Relief Association. He also noted that yearly fire calls continue to steadily increase, leading to more demand of the crew.

Olson reminded Council of their pension increase request, which is to increase the current pension of \$12,500 per year of service to \$15,000. Olson walked through two options to reach \$15,000. Option 1 is directly increasing pensions to \$15,000. Option 2 is to increase pensions by \$1,250 per year over two years to reach \$15,000.

Olson walked through pension funding details, and highlighted that pensions are 75% vested at 10 years, and fully vested at 15 years of service with a minimum age of 50 to collect. He also noted that the actual City contribution in 2024 was much lower than the estimated contribution. He emphasized that increasing pensions would reduce turnover and incentivize good hires.

Member Greenberg asked what staff's preference would be between option 1 and option 2. Sandvik responded that Council will need to decide on the pension amount by the time the preliminary budget is set. He clarified that a decision does not need to be made now. Member Wagner indicated that he is leaning towards option 2 due to a potentially bad state budget year. Sandvik clarified that a decision did not need to be made tonight.

B. Regulation of Camping on City Property

Sandvik explained that the City's response to unhoused individuals is to offer support and connect them with the needed resources. In recent instances of individuals camping on City property, the primary focus has been safety and connection to services. Last year's Supreme Court guidance outlined what authority jurisdictions have in these situations. He explained that the City is not looking to remove people forcefully but to address

safety concerns. He noted that the goal is to gather Council feedback and begin developing ordinance language, along with internal protocols for staff.

Mayor Sutton noted the recent online outpouring of compassion but expressed concern for public safety, both for residents and those camping outside. He supports creating an ordinance prohibiting camping on public property while ensuring efforts are made to connect individuals to services.

Captain Elder described the standard process of connecting with unhoused individuals. He noted that safety is the first concern, followed by assessing why the person is unhoused. He shared that the embedded RPD social worker makes initial contact, with police nearby but out of sight. He emphasized that some individuals accept help, while others decline all services. Police do not aim to arrest, but to offer safety and support. For individuals who refuse services, it is difficult to move forward without a specific ordinance.

Mayor Pro Tem Blackledge invited Human Rights Commission members to weigh in. Kirkeeng argued that more time and resources are needed to connect with unhoused folks. Ralston-Aoki recommended involving a reputable homeless service organization in drafting the ordinance. Member Greenberg acknowledged the complexity of the issue and suggested using clear, non-targeting language like “no camping on City property” to give the City enforcement tools while keeping people a priority.

Mayor Sutton asked about the qualifications of RPD's embedded social worker. Elder explained that they are licensed Hennepin County employees with over five years of experience and extensive knowledge of municipal and housing systems.

Member Wagner questioned whether a new ordinance would be more effective than current trespass laws. He supported the ordinance only if it includes strong language about prioritizing care and possibly mitigating trespassing charges. Ralston-Aoki asked whether the ordinance might shift priorities from supporting folks to removing them from property. Elder assured everyone that compassion remains a foundation of RPD and that the ordinance would not be used to criminalize homelessness.

Mayor Pro Tem Blackledge asked if staff had enough input to begin drafting language. Sandvik said he heard broad agreement around prioritizing safety and dignity. He will develop a framework starting with lighter-touch language, such as prohibiting overnight camping on City property, and incorporate legitimate concerns like fire hazards and threats of violence. Rand noted existing zoning language prohibits using City property as a residence, but it only allows ticketing, which isn't appropriate for unhoused individuals.

C. Yard Waste Collection

Sandvik explained that concerns were raised about yard waste collection following the transition to Republic Services. Sandvik provided background that in summer 2022, the previous hauler abruptly stopped collecting yard waste due to staffing shortages, tight alley access, and the unlimited yard waste service that was in place. He discussed how service later improved, but the hauler continued to struggle with high volumes. During negotiations with Republic, it was decided that since they don't collect unlimited trash, they also wouldn't collect unlimited yard waste. He stated that under the new agreement, Republic picks up the yard waste bin contents, plus five-yard waste bags per week.

Sandvik explained that residents have inquired about using the Maple Grove yard waste site, since surrounding communities use it. He shared that the cost for Robbinsdale to participate in the Maple Grove site is estimated at \$45,000. Currently, residents can access the site individually for a fee. He noted that City participation could begin by fall, but funding is a challenge that staff would need to explore.

Member Greenberg noted that excess yard waste is primarily a fall issue, and not all residents have large amounts of yard waste every week. He also raised concerns about accessibility, as the Maple Grove site is a far

drive for some. Member Wagner agreed, noting that yard waste spikes when leaves drop, making staggered bin usage impractical. He asked if Republic, or another provider, could be contracted for extra pickups during the short peak period.

Sandvik pointed out that fall weather is unpredictable and all yard waste sites close at the end of November, complicating planning. Mayor Sutton suggested sharing a list of local yard waste service providers on the website to give residents more options.

Member Greenberg asked if Republic had any ideas for managing higher yard waste volumes. Sandvik said Republic may be open to expanding service and that an à la carte option could be viable for fall 2025, with broader solutions possible by 2026. Bazyk recommended promoting mulching leaves as a way to reduce yard waste volume significantly and suggested an educational campaign to raise awareness. Sandvik concluded that staff will compile cost and service options and present them to the Council for consideration.

D. Human Rights Commission Annual Updates

Council continued a discussion that began in April after requesting changes to a pro-community resolution drafted by the Human Rights Commission (HRC). Ralston-Aoki emphasized that the HRC felt it was important to affirm the City's commitment to being a welcoming and inclusive community, with a specific focus on supporting people of various immigration statuses, people of color, and LGBTQ+ individuals. Mayor Sutton asked what problems HRC members had heard that prompted the resolution. Ralston-Aoki said concerns included residents who appear undocumented being questioned about citizenship, threats to the transgender community, and claims that DEI efforts are discriminatory.

Member Wagner urged Council to pass the resolution soon to demonstrate support for marginalized communities. Mayor Pro Tem Blackledge said the resolution outlines how Council can consider these issues in ongoing work and shows continued efforts toward community inclusivity. Member Greenberg referenced earlier concerns about whether this resolution could make the City a federal target. He noted the consensus was that Robbinsdale already demonstrates these values, and the resolution reflects that history.

Mayor Sutton said his initial thought was that the resolution was too long and questioned whether people would read it. He asked whether the goal was for people to feel safer in Robbinsdale or to read the full resolution. He wondered if a broader, more concise resolution welcoming all people might reduce political risk. Mayor Sutton said he supports these values but doesn't like bringing national issues to a local level. Mayor Pro Tem Blackledge said Robbinsdale's history hasn't always been inclusive, so calling out a shift toward equity is important. Member Wagner acknowledged hesitations about national politics but said the resolution effectively highlights how national decisions impact Robbinsdale.

Mayor Sutton preferred a shorter version, Member Parisian was not present but had supported multiple resolutions, and Member Wagner, Member Greenberg, and Mayor Pro Tem Blackledge supported the current version. Mayor Sutton agreed to support the current version if that was the consensus. Member Wagner suggested adding the resolution to next week's Council agenda for further discussion and a final decision where all Councilmembers are present.

STAFF UPDATES

A. Performance Measurement Annual Survey

Leen shared information about the Annual Performance Measurement survey and noted that a financial component is awarded when the City submits our results. An additional benefit is being able to compare benchmark data on City services from year to year. Leen asked Council if they have any changes that they would like to make to the survey this year.

Member Wagner mentioned that he would like to see 650 responses to the survey this year, in comparison to around 500 last year. Mayor Pro Tem Blackledge noted appreciation for seeing resident's opinions and watching certain categories improve over the years. Member Greenberg asked that the questions remain consistent from year to year, so that we can easily compare.

B. Pet Store Ordinance

Mayor Sutton previously suggested an ordinance that would work towards prevention of the puppy mill industry in Robbinsdale. Staff proposed bringing a first ordinance reading to Council if there were not any changes Council would like to make. Council agreed to bring it to an upcoming meeting.

C. Utility Rates - Storm Water Fees

Sandvik shared that Jim Benshoof, a member of Robbinsdale Parkway United Church of Christ, conducted detailed research comparing stormwater fees across neighboring communities. He aimed to examine the fees charged to his church and compare them with churches in five surrounding cities. He found that Robbinsdale's fees were about 2.5 times higher than any of them. He acknowledged that lowering fees for churches might require shifting the cost burden to others, but he argued that it wouldn't significantly impact other users if evenly distributed. He asked that Council recognize this as a serious issue and direct staff to find a fair solution before setting 2026 utility rates later this year.

Member Greenberg said he discussed this issue with Benshoof and other church members during his campaign and is open to the conversation. However, he noted residents might object because they pay property taxes while churches do not. He also mentioned that utility rates are already high, and the stormwater fee system is based on impervious surfaces and building size. He added that while 13 churches would be affected by the change, not all have expressed concerns.

Benshoof questioned why Robbinsdale's fee system, which appears fair and aligned with other cities, results in charges 2–5 times higher. Sandvik explained that as a first-ring suburb with aging infrastructure, Robbinsdale has higher costs than newer suburbs. Sandvik continued that staff are hesitant to offer discounts, as it may lead to similar requests from other institutions like schools, which are major contributors to the stormwater fund. He noted that staff view this through an equity lens, since each property should contribute to the fund in proportion to the benefit it receives. Council agreed that lowering the fees at this time would be difficult due to the challenge of shifting those costs to other community members.

Mayor Pro Tem Blackledge thanked Benshoof for his time and thorough research. Member Greenberg added that the City still wants to collaborate with Benshoof and the church to explore creative solutions for reducing the stormwater fee burden.

D. Upcoming Special Work Sessions

Sandvik noted that the upcoming tour of the public works facility was cancelled due to Richard McCoy traveling to Washington DC for a National Public Works Week celebration. Council and staff settled on Tuesday, July 17 as the rescheduled public works facility tour date.

Sandvik discussed the logistics of a Public Safety facility tour. He offered Council the option to do the tour as a group or do more robust individual tours. Council expressed interest in individual tours.

E. Items arising from the last Council Meeting

Sandvik mentioned that concerns about park signage were brought up at the last Council meeting and opened a discussion about how signage could be increased to make rules clearer. Sandvik showed examples of some park signage that already exists. Mayor Sutton noted a need for consistency between Robbinsdale signs.

Bazyk noted that there have been internal disagreements about what signs are needed, as well as a branding refresh, which has led to a delay in getting new signs out. He also noted that the large park signs at entrances are planned for replacement soon too.

Bazyk highlighted his plans for signage, including adding more general use signs near the entrance at the biggest parks. He noted that for park rentals, staff do their best to make sure that all the rules are followed. Staff will approve most rental or permit requests that come in if they are reasonable and the form is properly filled out.

Member Greenberg mentioned feedback that he received from residents that they generally do not feel unsafe or threatened within their community, and they support doing anything such as improving signage in parks, to prevent incidents in the future.

Mayor Sutton asked about the tight parking situation near Sanborn Park on both sides of Drew and Chowen, and Sandvik shared that it may be something for Engineering or Public Safety to consider.

COUNCIL UPDATES

Member Wagner stated that in 2023, the County announced the closure of the HERC, but now there is talk of it staying open longer. He mentioned that the cost of our trash pickup could increase if some of our trash can no longer be sent to the HERC.

Member Greenberg added that there is a community clean-up at Hollingsworth on the same night as North Memorial's walk. He wanted to make sure there was coverage at both events.

Mayor Pro Tem Blackledge mentioned a conversation with Phillip Gray asking for some ideas of how to reply to residents asking about the incident at Sanborn Park. Council mentioned that they have been referring to the Mayor's statements.

ADJOURNMENT

Mayor Pro Tem Blackledge adjourned the meeting at 10:48 PM.

Rachel Leen, Communications Coordinator

Raymond Blackledge, Mayor Pro Tem

MINUTES

ROLL CALL

Present: Greenberg, Hanelitz, Hart, Heid, Lyng, Myers, Pendaz-Foster, Presler, Sande

Absent: Hansen

Staff: Stephan Papiz, City Forester/Natural Resources Specialist; Kayla Kirtz, Sustainability Coordinator

CONSIDERATION OF MINUTES

A. February 19, 2025 Sustainability Committee Minutes

Presler motioned to approve the minutes of the February 19, 2025 Sustainability Committee Meeting and Sande seconded. The meeting minutes were unanimously approved.

NEW BUSINESS

A. Guest Speaker: Stephan Papiz, City Forester/Natural Resources Specialist

Stephan Papiz, City Forester/Natural Resources Specialist for the City of Robbinsdale, gave a presentation to the Sustainability Committee. Papiz discussed his various job duties and shared information about upcoming forestry-related events. The Committee discussed with Papiz about ways that they could support his work, including:

- Connecting residents to the City's list of licensed tree care companies.
- Creating forestry-related educational materials.
- Recommending a Tree Preservation Ordinance to the City Council.
- Creating criteria for an Adopt-a-Tree program.
- Talking to residents to spread the word about the City's forestry program, events, services, and offerings.
- Planting fruit trees at the community gardens.
- Adopting South Halifax Park.

B. Community Recycling Ambassadors Program Takeaways

The Committee decided to move this discussion to a future meeting agenda.

OLD BUSINESS

A. Events: Arbor Day, Compost Giveaway, Rain Garden Planting

Kirtz reminded the group of the upcoming Arbor Day Celebration on Saturday, April 26th. Kirtz confirmed that members Hart and Larson would attend the event. They planned to clean up South Halifax Park after the tree planting. Kirtz confirmed that the City would provide trash bags, rubber gloves, and trash pickers.

Kirtz confirmed that the Sustainability Committee will host the Compost Giveaway on Saturday, May 17th in conjunction with the Native Plant Sale pick up. Ten cubic yards of compost will be delivered to the Lee Park parking lot prior to the event. Members of the Committee confirmed that they are volunteering to help out at the event. Hart said she would provide a table and a canopy. Heid said that he would provide a few shovels. Kirtz

said that she will provide educational materials and handouts.

Kirtz confirmed that the Committee will be planting a rain garden on Saturday, May 31st starting at 8:00 a.m. at the Water Treatment Plant. There will be a few City staff in attendance to help out, as well as some volunteers from the Lee Square Housing Cooperative. Kirtz advised the group to bring their own water bottles, gardening gloves, and snacks, although Kirtz is looking into providing snacks for the group.

INFORMATION ONLY

- A. Roundtable Updates
- None.

ADJOURNMENT

Kirtz adjourned the meeting at 8:10 p.m.



Kayla Kirtz, Staff Liaison

05-21-2025

Date



TO: Mayor and City Council
PREPARED BY: Heather Rand, Community Development Director
APPROVED BY: Tim Sandvik, City Manager
DATE: June 3, 2025
RE: Receive Planning Commission Meeting Minutes of April 17, 2025

Background:

The Robbinsdale Planning Commission respectfully submits to city council their approved meeting minutes from April 17th, 2025 Meeting.

Analysis:

Recommendation:

Attachments:

1. Robbinsdale Planning Commission Meeting Minutes April 17, 2025

MINUTES

ROLL CALL

Present: Chair Harris, Montemayor, Carlson-Weinberg, Ulbrich
Absent: Allen
Staff: Heather Rand, Community Development Director; Will Bucheger, Assistant Planner

CONSIDERATION OF MINUTES

A. February 20, 2025 Planning Commission Meeting Minutes

Commissioner Carlson-Weinberg MOVED, seconded by Commissioner Montemayor to approve the February 20th, 2025 Planning Commission meeting minutes. The vote was unanimous and the motion carried.

PUBLIC HEARINGS

A. Zoning Text Amendment to Robbinsdale sign ordinance

Planner Bucheger gave a staff presentation on a proposed zoning text amendment to create updated language within the City Code Sign Ordinance. He spoke that the main purpose of this amendment is to better show the intentions of the city for regulating signs in residential districts and to allow the use of real estate signs inside Robbinsdale. He stated that within residential districts, staff desire to create language to allow the inclusion of small non-commercial portable signs for residential use without requiring a permit by the city. City staff would also like to include new language to prohibit banner signs in all residential districts aside from the R-B district.

Commissioner Ulbrich questioned if this ordinance infringed on the free speech rights of residents by removing their ability to install banner signs on their property.

Chair Harris said that the content of this ordinance references the actual banner itself and not the content on it.

Commissioner Carlson-Weinberg MOVED, seconded by Commissioner Ulbrich to open the public hearing at 7:27pm. The vote was unanimous and the motion carried.

No one stepped forward.

Commissioner Carlson-Weinberg MOVED, seconded by Commissioner Montemayor to close the public hearing at 7:27pm. The vote was unanimous and the motion carried.

Commissioner Carlson-Weinberg MOVED, seconded by Commissioner Montemayor to approved the recommendation brought forward by staff. Commissioner Ulbrich voted against the recommendation, with a majority vote the motion passed.

OLD BUSINESS

NEW BUSINESS

OTHER BUSINESS

INFORMATION ONLY

ADJOURNMENT

Commissioner Ulbrich MOVED, seconded by Commissioner Carlson-Weinberg to adjourn the meeting at 7:29pm. The vote was unanimous and the motion carried.

TO: Mayor and City Council
PREPARED BY: Richard McCoy, City Engineer/Public Works Director
APPROVED BY: Tim Sandvik, City Manager
DATE: June 3, 2025
RE: Approve Quote for Elevator Work at the Public Safety Building

Background:

Part of the 2025 Capital Improvement Program is the upgrade of the elevator at the Public Safety Building. Upgrades to the elevator are required to bring it up to current code standards and ensure continued safe operations of the equipment.

Project 8208 is included in the Capital Equipment portion of the budget and has allocated funds of \$110,000.

Staff sought prices for the necessary work from two companies – All City Elevator Inc and TKE. Quotes received are as follows –

TKE	\$ 109,190.45 (amended to \$ 105,233.55 after hearing that a second quote was being obtained).
All City Elevator Inc	\$ 109,183.00

Copies of the submissions will be available at the City Council meeting for Council Member's perusal.

Staff also met with each company and spoke to them about their submission and understanding of the work being sought.

Analysis:

Based on these discussions, staff felt that the submission and understanding provided by All City Elevator was preferable. Staff also noted that some of the components being proposed by TKE are more proprietary, which could be problematic when replacement parts are being sourced as it limits where the parts can be purchased and therefore the competitiveness of pricing for those parts.

Overall, based on the review of the submissions received, staff prefers the submission made by All City Elevator. It is noted that the cost of the submission is approximately \$4,000 more than the TKE submission but given the better understanding and not using proprietary parts, the All City Elevator Inc submission is considered a preferable option. The City is not obliged to accept the lowest price for this work.

Recommendation:

Staff recommends accepting the quote from All City Elevator Inc for the modernization of the Public Safety Elevator at an estimated cost of \$ 109,183.00 with a purchase order for the work being issued by the Finance Director and City Manager.

Attachments:

None

TO: Mayor and City Council
PREPARED BY: Diaa Tahoun, Finance Director
APPROVED BY: Tim Sandvik, City Manager
DATE: June 3, 2025
RE: Robbinsdale Wine & Spirits' Monthly Financial Statements

Background:

Attached are the Robbinsdale Wine & Spirits' financial reports for the month of April 2025 prepared by the Finance department. The report includes monthly and year-to-date amounts for 2025 with comparable amounts to 2024.

Analysis:

Year-to-date sales amount to \$1,187,750, reflecting a \$64,518 decrease (5.2%) from the previous year. Gross profit from sales stands at \$370,086, compared to \$354,903 in 2024 (4.3% increase). Our year-to-date gross profit is currently at 31%, meeting our target. The net income before transfers including the non-operating revenue/expenses for this year totals \$5,415 showing an increase of \$26,996 from the net loss of -\$21,581 in 2024.

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

Recommendation:

Approve a motion to acknowledge the Robbinsdale Wine & Spirits' financial reports for the month of April 2025.

Attachments:

1. Liquor April 2025 P&L

City of Robbinsdale
Robbinsdale Wine & Spirits
Profit and Loss Statement From Operations
For Period Ending April 30, 2025

	Year to Date				Amount Difference	% Inc (Dec) from Previous Year
	Apr-2025	Apr-2024	2025	2024		
Sales	317,860	321,429	1,198,983	1,265,304	(66,321)	(5.2%)
Less Customer Discounts	3,209	3,201	11,233	13,036	(1,803)	(13.8%)
Net Sales	314,651	318,228	1,187,750	1,252,268	(64,518)	(5.2%)
Cost of Sales	222,441	229,058	817,664	897,365	(79,701)	(8.9%)
Gross Profit	92,210	89,170	370,086	354,903	15,183	4.3%
Percent to Net Sales	29%	28%	31%	28%		
Operating Expenses:						
Personal Services	53,358	55,551	200,629	211,739	(11,110)	(5.2%)
Supplies & Repairs	1,153	1,157	4,490	8,389	(3,899)	(46.5%)
Other Charges & Services	23,755	23,614	94,322	90,838	3,484	3.8%
Depreciation	11,250	11,250	45,000	45,000	0	0.0%
Other (Income) Expense	67	(76)	150	(402)	552	(137.3%)
Total	89,583	91,496	344,591	355,564	(10,973)	(3.1%)
Operating Income / (Loss)	2,627	(2,326)	25,495	(661)	26,156	(3957.0%)
Percent to Net Sales	1%	-1%	2%	0%		

Nonoperating Revenues (Expenses)

GASB 87 Adjustment					
Lease Interest Expense	(5,020)	(5,020)	(20,080)	(20,920)	840
	(5,020)	(5,020)	(20,080)	(20,920)	840
Income/(Loss) Before Transfers	(2,393)	(7,346)	5,415	(21,581)	26,996

Current Month Analysis

	Liquor	Wine	Beer	Misc	THC	Totals
Sales	132,485	48,441	117,826	7,390	8,509	314,651
Inventory of April 1	316,194	157,634	76,694	8,849	9,750	569,121
Purchases	101,250	29,907	106,252	6,108	7,748	251,265
Less Inventory of April 30	326,757	156,439	92,551	9,951	12,247	597,945
Cost of Sales	90,687	31,102	90,395	5,006	5,251	222,441
Gross Profit	41,798	17,339	27,431	2,384	3,258	92,210
Gross Profit % to Net Sales	32%	36%	23%	32%	38%	
Product % to Total Sales	42%	15%	37%	2%	3%	

City of Robbinsdale
Robbinsdale Wine & Spirits
Profit and Loss Statement From Operations
For Period Ending April 30, 2025

Sales / Cost of Sales Analysis

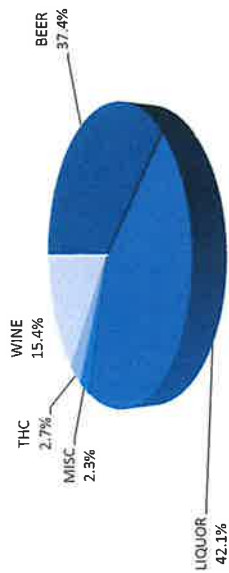
			Year to Date		% Inc (Dec) from Previous Year
	Apr-2025	Apr-2024	2025	2024	
Liquor Sales	132,485	131,206	510,169	527,908	(3.4%)
Liquor Cost of Sales	90,687	91,894	337,344	368,418	(8.4%)
Gross Profit	41,798	39,312	172,825	159,490	8.4%
Percent to Net Sales	32%	30%	34%	30%	
Wine Sales	48,441	52,976	189,296	217,035	(12.8%)
Wine Cost of Sales	31,102	36,392	113,360	145,854	(22.3%)
Gross Profit	17,339	16,584	75,936	71,181	6.7%
Percent to Net Sales	36%	31%	40%	33%	
Beer Sales	117,826	119,385	429,374	450,930	(4.8%)
Beer Cost of Sales	90,395	90,956	328,123	344,705	(4.8%)
Gross Profit	27,431	28,429	101,251	106,225	(4.7%)
Percent to Net Sales	23%	24%	24%	24%	
Misc Sales	7,390	8,104	29,096	31,723	(8.3%)
Misc Cost of Sales	5,006	5,465	19,832	22,821	(13.1%)
Gross Profit	2,384	2,639	9,264	8,902	4.1%
Percent to Net Sales	32%	33%	32%	28%	
THC Sales	8,509	6,557	29,815	24,672	20.8%
THC Cost of Sales	5,251	4,351	19,005	15,567	22.1%
Gross Profit	3,258	2,206	10,810	9,105	18.7%
Percent to Net Sales	38%	34%	36%	37%	
Total Sales	314,651	318,228	1,187,750	1,252,268	(5.2%)
Total Cost of Sales	222,441	229,058	817,664	897,365	(8.9%)
Gross Profit	92,210	89,170	370,086	354,903	4.3%
Percent to Net Sales	29%	28%	31%	28%	

Liquor Store Sales - 2024 and 2025

	<u>Jan 24</u>	<u>Jan 25</u>	<u>Feb 24</u>	<u>Feb 25</u>	<u>Mar 24</u>	<u>Mar 25</u>
Liquor	121,361.00	124,081.00	133,115.00	118,398.00	142,226.00	135,205.00
Wine	50,019.00	45,814.00	53,934.00	46,139.00	60,106.00	48,902.00
Beer	97,656.00	99,251.00	112,555.00	95,895.00	121,334.00	116,402.00
THC	5,894.00	7,137.00	6,006.00	5,745.00	6,215.00	8,424.00
Misc	7,251.00	7,641.00	7,602.00	6,459.00	8,766.00	7,606.00
	<u>282,181.00</u>	<u>283,924.00</u>	<u>313,212.00</u>	<u>272,636.00</u>	<u>338,647.00</u>	<u>316,539.00</u>
	<u>Apr 24</u>	<u>Apr 25</u>	<u>May 24</u>	<u>May 25</u>	<u>Jun 24</u>	<u>Jun 25</u>
Liquor	131,206.00	132,485.00	156,053.00	-	154,959.00	-
Wine	52,976.00	48,441.00	58,864.00	-	55,341.00	-
Beer	119,385.00	117,826.00	150,018.00	-	143,522.00	-
THC	6,557.00	8,509.00	7,655.00	-	7,550.00	-
Misc	8,104.00	7,390.00	11,695.00	-	11,305.00	-
	<u>318,228.00</u>	<u>314,651.00</u>	<u>384,285.00</u>	<u>-</u>	<u>372,677.00</u>	<u>-</u>
	<u>Jul 24</u>	<u>Jul 25</u>	<u>Aug 24</u>	<u>Aug 25</u>	<u>Sept 24</u>	<u>Sept 25</u>
Liquor	157,688.00	-	158,209.00	-	142,362.00	-
Wine	53,397.00	-	55,199.00	-	55,081.00	-
Beer	151,154.00	-	151,196.00	-	134,467.00	-
THC	7,775.00	-	8,017.00	-	7,767.00	-
Misc	11,550.00	-	10,890.00	-	9,799.00	-
	<u>381,564.00</u>	<u>-</u>	<u>383,511.00</u>	<u>-</u>	<u>349,476.00</u>	<u>-</u>
	<u>Oct 24</u>	<u>Oct 25</u>	<u>Nov 24</u>	<u>Nov 25</u>	<u>Dec 24</u>	<u>Dec 25</u>
Liquor	151,458.00	-	156,198.00	-	180,184.00	-
Wine	56,744.00	-	69,488.00	-	82,557.00	-
Beer	133,063.00	-	128,100.00	-	133,731.00	-
THC	6,595.00	-	8,128.00	-	6,602.00	-
Misc	9,010.00	-	8,607.00	-	9,640.00	-
	<u>356,870.00</u>	<u>-</u>	<u>370,521.00</u>	<u>-</u>	<u>412,714.00</u>	<u>-</u>

April 2025

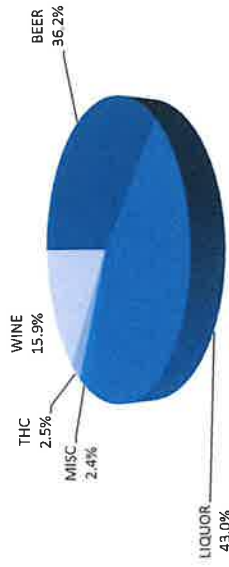
Liquor Store - Net Sales



April 2025		Net Sales per Dept	% Net Sales of Total
BEER	6401.4763	117,826	37.4%
LIQUOR	6401.4761	132,485	42.1%
MISC	6401.4764	7,390	2.3%
THC	6401.4766	8,509	2.7%
WINE	6401.4762	48,440	15.4%
		314,650	

Yearly 2025

Liquor Store - Net Sales



Total 2025		Net Sales per Dept	% Net Sales of Total
BEER	6401.4763	429,374	36.2%
LIQUOR	6401.4761	510,173	43.0%
MISC	6401.4764	29,096	2.4%
THC	6401.4766	29,815	2.5%
WINE	6401.4762	189,295	15.9%
		1,187,753	

TO: Mayor and City Council
PREPARED BY: Daaa Tahoun, Finance Director
APPROVED BY: Tim Sandvik, City Manager
DATE: June 3, 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 March 2025 prepared by the finance department. The report includes a budget and quarterly amount for 2025.

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 ending March 2025.

Attachments:

1. Quarter ended March 31, 2025

City of Robbinsdale
General Fund
For the Quarter Ended March 31, 2025

	1st Quarter 2025	Year to Date Thru 3/31/2025	Annual 2025 Budget	Under (Over) Budget	Percent Received / Expended
<u>Revenues/Other Cash Inflows</u>					
Taxes	\$	\$	\$ 9,504,954	\$ 9,504,954	
Business Licenses	84,496	84,496	121,000	36,504	69.8%
Non-Business Licenses & Permits	58,456	58,456	429,459	371,003	13.6%
Intergovernmental	266,925	266,925	2,932,766	2,665,841	9.1%
General Government Fees	120,162	120,162	318,420	198,258	37.7%
Public Safety Fees	3,036	3,036	21,000	17,964	14.5%
Recreation Fees	47,952	47,952	120,394	72,442	39.8%
Fines & Forfeitures	46,134	46,134	195,000	148,866	23.7%
Franchise Fees			520,000	520,000	
Interest and dividends	2,862	2,862	156,560	153,698	1.8%
Miscellaneous Revenue			16,500	16,500	
Contributions From Other Funds			300,000	300,000	
Total Revenues/Other Cash Inflows	\$ 630,023	\$ 630,023	\$ 14,636,053	\$ 14,006,030	4.3%
 <u>Expenditures/Other Cash Outflows</u>					
City Council	\$ 49,622	\$ 49,622	\$ 188,580	\$ 138,958	26.3%
Legal Services	9,128	9,128	124,467	115,339	7.3%
Administrative Services	95,900	95,900	490,128	394,228	19.6%
Assessing	2,178	2,178	10,715	8,537	20.3%
Financial Services	50,707	50,707	343,925	293,218	14.7%
Community Development	133,723	133,723	658,119	524,396	20.3%
Police Services	1,425,206	1,425,206	7,411,855	5,986,649	19.2%
Fire Services	203,796	203,796	1,131,222	927,426	18.0%
Recreation & Parks	155,036	155,036	775,538	620,502	20.0%
Engineering Services	149,642	149,642	1,041,184	891,542	14.4%
Public Works	461,194	461,194	2,963,434	2,502,240	15.6%
Transfer to Other Funds					
Total Expenditures/Other Cash Outflow	\$ 2,736,132	\$ 2,736,132	\$ 15,139,167	\$ 12,403,035	18.1%

City of Robbinsdale
Water Utility Fund
For the Quarter Ended March 31, 2025

	1st Quarter 2025	Year to Date Thru 3/31/2025	Annual 2025 Budget	Under (Over) Budget	Percent Received / Expended
Water Utility Operations					
Revenues/Other Cash Inflow					
Water Charges	\$ 753,146	\$ 753,146	\$ 4,738,934	\$ 3,985,788	15.9%
Intergovernmental - Grant	1,598	1,598	6,002,500	6,000,902	0.0%
Interest Income	6,874	6,874	135,000	128,126	5.1%
Bond Proceeds			3,904,610	3,904,610	
Other Revenue	3,827	3,827	44,500	40,673	8.6%
Total Revenues/Other Cash Inflows	\$ 765,445	\$ 765,445	\$ 14,825,544	\$ 14,060,099	5.2%
Expenses/Other Cash Outflow					
Personal Service	\$ 128,908	\$ 128,908	\$ 435,645	\$ 306,737	29.6%
Supplies	66,873	66,873	562,647	495,774	11.9%
Other Services & Charges	199,707	199,707	1,083,026	883,319	18.4%
Depreciation	309,000	309,000	1,236,000	927,000	25.0%
Capital Improvements	9,235	9,235	10,173,210	10,163,975	0.1%
Bond Principal	335,000	335,000	2,192,771	1,857,771	15.3%
Bond Interest	289,144	289,144	823,821	534,677	35.1%
Fiscal Agent Fees	329 329 329	329	610	281	53.9%
Debt Issuance Cost			-	-	
Operating Transfers Out			65,000	65,000	
Total Expenses/Other Cash Outflow	\$ 1,338,196	\$ 1,338,196	\$ 16,572,730	\$ 15,234,534	8.1%
Increase (Decrease)					
Year-to-date Revenue less Expenses		\$ (572,751)			

City of Robbinsdale
Sanitary Sewer Fund
For the Quarter Ended March 31, 2025

	1st Quarter 2025	Year to Date Thru 3/31/2025	Annual 2025 Budget	Under (Over) Budget	Percent Received / Expended
Sanitary Sewer Operations					
Revenues/Other Cash Inflows					
Sanitary Sewer Charges	\$ 539,535	\$ 539,535	\$ 3,315,403	\$ 2,775,868	16.3%
Interest Income	2,426	2,426	57,500	55,074	4.2%
Bond Proceeds			743,800	743,800	
Other Income	2,927	2,927	5,000	2,073	58.5%
Total Revenues/Other Cash Inflows	\$ 544,888	\$ 544,888	\$ 4,121,703	\$ 3,576,815	13.2%
Expenses/Other Cash Outflows					
Personal Service	\$ 29,704	\$ 29,704	\$ 235,606	\$ 205,902	12.6%
Supplies	2,056	2,056	49,664	47,608	4.1%
Other Charges & Services	384,448	384,448	1,597,835	1,213,387	24.1%
Depreciation	66,306	66,306	265,225	198,919	25.0%
Capital Improvements			1,020,800	1,020,800	
Bond Principal Pymts	245,000	245,000	215,000	(30,000)	114.0%
Bond Interest	32,625	32,625	49,150	16,525	66.4%
Fiscal Agent Fees	214	214	668	454	32.0%
Debt Issuance Cost				-	
Operating Transfers Out			16,000	16,000	
Total Expenses/Other Cash Outflow	\$ 760,353	\$ 760,353	\$ 3,449,948	\$ 2,689,595	22.0%
Year-to-date Revenue less Expenses					
		<u><u>\$ (215,465)</u></u>			

City of Robbinsdale
Storm Sewer Fund
For the Quarter Ended March 31, 2025

	1st Quarter 2025	Year to Date Thru 3/31/2025	Annual 2025 Budget	Under (Over) Budget	Percent Received / Expended
Storm Sewer Operations					
Revenues/Other Cash Inflow					
Storm Sewer Charges	\$ 391,798	\$ 391,826	\$ 2,071,001	\$ 1,679,175	18.9%
Interest Income		1,820	60,000	58,180	3.0%
Bond Proceeds			4,352,100	4,352,100	
Other Revenue					
Total Revenues/Other Cash Inflows	\$ <u>391,798</u>	\$ <u>393,646</u>	\$ <u>6,483,101</u>	\$ <u>6,089,455</u>	<u>6.1%</u>
Expenses/Other Cash Outflow					
Personal Service	\$ 22,739	\$ 22,739	\$ 195,143	\$ 172,404	11.7%
Supplies			162,656	162,656	
Other Charges & Services	122,015	122,015	556,441	434,426	21.9%
Depreciation	100,000	100,000	400,000	300,000	25.0%
Capital Improvements			4,579,600	4,579,600	
Bond Principal Pymts	415,000	415,000	415,000		100.0%
Bond Interest	49,765	49,765	97,147	47,382	51.2%
Fiscal Agent Fees	341	341		(341)	
Debt Issuance Cost					
Operating Transfers out			25,000	25,000	
Total Expenses/Other Cash Outflow	\$ <u>709,860</u>	\$ <u>709,860</u>	\$ <u>6,430,987</u>	\$ <u>5,721,127</u>	<u>11.0%</u>
Increase (Decrease)					
Year-to-date Revenue less Expenses		\$ <u>(316,214)</u>			

City of Robbinsdale
Solid Waste Fund
For the Quarter Ended March 31, 2025

	1st Quarter 2025	Year to Date Thru 3/31/2025	Annual 2025 Budget	Under (Over) Budget	Percent Received / Expended
Solid Waste Operations					
<u>Revenues/Other Cash Inflow</u>					
Solid Waste Charges	\$ 451,250	\$ 451,250	\$ 2,446,860	\$ 1,995,610	18.4%
County Grant Revenue			66,000	\$ 66,000	
Interest Income			79,000	79,000	
Other Revenue	500	500	3,000		16.7%
Total Revenues	\$ <u>451,750</u>	\$ <u>451,750</u>	\$ <u>2,594,860</u>	\$ <u>2,140,610</u>	<u>17.4%</u>
<u>Expenses/Other Cash Outflow</u>					
Supplies	\$	\$	\$	\$	
Other Charges & Services	405,952	405,952	2,206,989	1,801,037	18.4%
Transfer to Other Funds			200,000	200,000	
Total Expenses/Other Cash Outflow	\$ <u>405,952</u>	\$ <u>405,952</u>	\$ <u>2,406,989</u>	\$ <u>2,001,037</u>	<u>16.9%</u>
<u>Increase (Decrease)</u>					
Year-to-date Revenue less Expenses		\$ <u>45,798</u>			



TO: Mayor and City Council
PREPARED BY: Sherry O'Donnell, Admin Support/Deputy City Clerk
APPROVED BY: Tim Sandvik, City Manager
DATE: June 3, 2025
RE: Diggers Garden Club Event

Background:

The Diggers Garden Club of Robbinsdale submitted an event application to have its annual Plant Sale on Saturday, June 7, 2025, from 9:00 a.m. to 3:00 p.m. on the lawn behind the Robbinsdale Historic Library building (4915 42nd Ave N). No street closures requested. The group asked for two parking spaces to be available on Railroad Avenue for easier drop off and pick up of some visitors. The club will provide signage, and/or safety cones to mark the area.

Analysis:

None.

Recommendation:

By motion, approve the Diggers Garden Club of Robbinsdale's annual plant sale event on Saturday, June 7, 2025, from 9:00 a.m. to 3:00 p.m.

Attachments:

None

TO: Mayor and City Council
PREPARED BY: Diaa Tahoun, Finance Director
APPROVED BY: Tim Sandvik, City Manager
DATE: June 3, 2025
RE: Deputy Registrar's Monthly Financial Statements

Background:

Attached are the Deputy Registrar's financial reports for the month of April 2025 prepared by the Finance department. The reports include monthly and year-to-date amounts for 2025 with comparable amounts to 2024.

Analysis:

Year-to-date revenues amount to \$256,842 showing an increase of \$28,541 (12.5%) compared to the previous year. Expenditure has decreased by \$43 (0.0%). The net gain before transfers for the year is \$82,722 which is \$28,584 (41.77%) more than last year at this time.

Passport revenue year to date has increased by \$21,440 (43.5%) and motor vehicle fees have increased by \$6,833 (3.8%).

Recommendation:

Approve a motion to acknowledge the Deputy Registrar's financial reports for the month of April 2025.

Attachments:

1. DEPS April 2025 P&L

City of Robbinsdale
Deputy Registrar
Profit and Loss Statement From Operations
For Period Ending April 30, 2025

			Year to Date		% Inc (Dec) from Previous Year
	Apr-2025	Apr-2024	2025	2024	
Notary Fees		5	10	15	(33.3%)
Motor Vehicle Fees	49,455	47,627	178,484	175,633	1.6%
Motor Vehicle Fees - Kiosk	788		5,943	1,961	203.1%
Boat/Snow/ATV/ORV Fees	324	455	1,063	1,349	(21.2%)
Fish & Game Fees		13	2	24	(91.7%)
Passport Fees	16,652	10,279	70,676	49,236	43.5%
Other Revenue	79	83	665	83	701.2%
Revenues	<u>67,298</u>	<u>58,462</u>	<u>256,842</u>	<u>228,301</u>	12.5%
Operating Expenses:					
Personal Services	37,735	36,889	138,290	140,053	(1.3%)
Supplies & Repairs	683	68	945	693	36.4%
Internal Serv Charges	7,913	7,367	31,652	29,468	7.4%
Other Charges & Services	482	722	2,623	3,834	(31.6%)
Other (Income) Expense			610	115.00	430.4%
Total	<u>46,813</u>	<u>45,046</u>	<u>174,120</u>	<u>174,163</u>	(0.0%)
Operating Income / (Loss)	<u>20,485</u>	<u>13,416</u>	<u>82,722</u>	<u>54,138</u>	
Percent to Revenues	30%	23%	32%	24%	



TO: Mayor and City Council
PREPARED BY: Chase Peterson-Etem, City Clerk/Assistant to City Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: June 3, 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 6/3/2025.

Attachments:

1. Licenses

BUSINESS LICENSES FOR COUNCIL APPROVAL

06/03/2025

License Type	Applicant	License Fee
Transient Merchant - Food Truck	GERHARD'S BRATS	25.00

TO: Mayor and City Council
PREPARED BY: Daa Tahoun, Finance Director
APPROVED BY: Tim Sandvik, City Manager
DATE: June 3, 2025
RE: Accept quote for Hurst Tool Replacement – City project # 8172

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 Hurst Tool Replacement.

Analysis:

The equipment is available from two vendors: Jefferson Fire & Safety at a cost of \$72,904.26, and Ultimate Safety Concepts at \$126,031.50. Jefferson Fire & Safety's proposal is \$53,127.24 less expensive. Staff had allocated a budget of \$80,000 for City Project #8172.

Given the importance of the Hurst Tool to Fire department, the condition of the existing Hurst Tool and the volatility of prices, staff recommend proceeding with the purchase of the new Hurst Tool.

Recommendation:

By motion, authorize the City Manager and Finance Director to issue a Purchase Order to Jefferson Fire & Safety for the purchase of Hurst Tool in accordance with the estimate dated May 20th, 2025 for a net price of \$72,904.26

Attachments:

1. Jefferson Fire & Safety
2. Ultimate Safety Concepts



Jefferson Fire and Safety, Inc.
7620 Donna Drive
Middleton, WI, 53562
Phone: 608-836-0068
Web: www.jeffersonfire.com

Quote

Order No: 233098
Order Date: 5/20/2025
Due Date: 5/20/2025
Salesperson: Tim Gerrits
Customer ID: 03411

BILL TO:		SHIP TO:		
Robbinsdale Fire Department 4101 Hubbard Ave. North Robbinsdale MN 55422		Robbinsdale Fire Department 4101 Hubbard Ave. North Robbinsdale MN 55422		
CUSTOMER P.O. NO.	TERMS	CONTACT		
	Net 20 Days	Tom Robertus		
FOB POINT	SHIPPING TERMS	SHIP VIA		
		UPS		
ITEM	ITEM DESCRIPTION	QTY.	UNIT PRICE	EXT PRICE
HOL 159.000.224	Holmatro PCU50 CUTTER NEXT GEN	2.00	10,644.75	21,289.50
HOL 159.000.226	Holmatro PSP40 Spreader Next Gen	2.00	10,977.00	21,954.00
HOL 159.000.227	Holmatro PTR50 Telescopic Ram Next Gen	2.00	8,599.78	17,199.56
HOL 151.004.315	Holmatro Battery PBPA288	12.00	670.00	8,040.00
HOL 151.000.742	Holmatro PBCH2 Battery Charger, 115 VAC	6.00	465.00	2,790.00
HOL 151.001.902	Holmatro TRE05 Pentheon Extension Pipe	2.00	795.60	1,591.20
HOL 150.182.044	Holmatro Tool Station Tarp	2.00	0.00	0.00
HOL 151.000.503	Holmatro DCPC1 Pentheon Daisy Chain Power Cord	4.00	10.00	40.00

Signature

Date

Where applicable, freight and/or tariff surcharge will be added to the invoice. All returns must be received within 30 days of delivery and may be subject to a 25% restocking fee. Custom orders cannot be returned. Visit our website for complete details: www.jeffersonfire.com

*** Credit card payments will incur a 3% processing fee ***

Sales Total:	72,904.26
Freight:	0.00
Tax Total:	0.00
Total (USD):	72,904.26



Ultimate Safety Concepts, Inc.
dba: Clarey's Safety Equipment

P.O. Box 5827
Rochester, MN 55903-5827
507/289-6749 or 800/558-8009 - Fax 507/289-5213

☐

ORDER

☒

QUOTE

DATE:	5/22/2025	ACCOUNT #	181437 01
	BILL TO:	SHIP TO: ATTN: CIARAN	
CUSTOMER:	Robbinsdale Fire Department	Robbinsdale Fire Department	
ADDRESS	4101 Hubbard Ave N.	4101 Hubbard Ave N.	
CITY/STATE/ZIP	Robbinsdale, MN 55422	Robbinsdale, MN 55422	
CONTACT NAME:	Ciaran Murtagh	PO #	
PHONE:	615-753-6214	EMAIL	cmurtagh@robbinsdalemn.gov
FAX:		SHIPPING CHARGES QUOTED?	

FROM:	Mike Clarey		
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NUMBER OF PAGES:	2
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WE ARE PLEASED TO QUOTE YOU ON THE FOLLOWING EQUIPMENT:

QUANTITY	PART NUMBER	DESCRIPTION	UNIT PRICE	AMOUNT
		Genesis SL3 M28 Battery Platform Tools:		
1	ART.109.173.6	Genesis S49-SL3 eForce (28" Spreader) w/ Milwaukee 28V 5Ah Battery	\$15,687.00 ea.	
1	ART.109.173.5	Genesis S54-SL3 eForce (32" Spreader) w/ Milwaukee 28V 5Ah Battery	\$16,506.00 ea.	
1	ART.110.215.1	Genesis SC240-SL3 NXT GEN Cutter w/ Smooth Cut Blades w/ Milwaukee 28V 5Ah Battery	\$14,013.00 ea.	
1	ART.109.468.7	Genesis 22"-54" SL3 Telescopic Ram eForce w/ Milwaukee 28V 5Ah Battery	\$12,888.00 ea.	
1	ART.105.375.5	M28 Milwaukee 28V 5Ah Battery (1 battery included with purchase of tool) (Price listed is for additional batteries)	\$275.00 ea.	
1	ART.105.410.9	Genesis 3 Bay Charger 120V (1, 3-bay charger included with purchase of tool) (Price listed is for additional 3-bay charger)	\$567.00 ea.	

	Genesis SLi M18 Battery Platform Tools:			
1	1101469GRS	Genesis S49-SLi (28" Spreader) w/ Milwaukee M18 Forge Battery	\$17,867.00 ea.	
1	1100143GRS	Genesis S54-SLi (32" Spreader) w/ Milwaukee M18 Forge Battery	\$18,487.50 ea.	
1	1101550GRS	Genesis SC240-SLi NXT GEN Cutter w/ Smooth Cut Blades w/ Milwaukee M18 Forge Battery	\$16,005.50 ea.	
1	1100145GRS	Genesis 22"-54" SLi Telescopic Ram w/ Milwaukee M18 Forge Battery	\$12,775.50 ea.	
3	ART.205.180.6	M18 Milwaukee 18V Forge Battery	\$275.00 ea.	
1	ART.205.410.9	Genesis 3 Bay Charger w/ M18 Rapid Chargers 18V	\$705.50 ea.	

TO: Mayor and City Council
PREPARED BY: Chase Peterson-Etem, City Clerk/Assistant to City Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: June 3, 2025
RE: Appointment of Human Rights Commissioners (HRC)

Background:

The Human Rights Commission monitors and advises the City Council on Human Rights issues and consists of 11 commissioners. The City has received two applications from community members wanting to join.

Analysis:

Attached are the applications of Matthew Murphy and Daniel Dlugose. The HRC has reviewed the applications and recommends the appointment of both Matthew and Daniel to serve on the HRC.

Recommendation:

Motion to appoint Matthew Murphy and Daniel Dlugose to the Human Rights Commission for terms to commence June 3, 2025.

Attachments:

1. Matthew Murphy HRC Application
2. Dan Dlugose HRC Application

APPLICATION FOR APPOINTMENT
TO ROBBINSDALE CITY COMMISSION

NAME: Matthew Murphy ADDRESS: [REDACTED]

PHONE: (Home) [REDACTED] (Work) _____

EMAIL: [REDACTED]

RESIDENT OF ROBBINSDALE SINCE (Year) 2024 WARD: 2

OCCUPATION: Program Analyst EMPLOYER: Veterans Health Administration

COMMISSION YOU ARE SEEKING: Human Rights Commission

For the Senior Commission, you must be over 55 years old. If seeking a position on the Senior Commission, you must initial here to indicate that you meet that qualification: _____

EDUCATION: (Please indicate highest grade completed or highest degree and major course of study.)

Bachelors of Science in Telecommunications Management - Saint Mary's University of Minnesota

Graduate Certificate in Technical Communication - University of Minnesota

CIVIC AND OTHER ACTIVITIES: (Please list past and present civic activities and organizational memberships, particularly those which may be relevant to the appointment you are seeking.)

A11Y NextGen - Outreach and training on digital accessibility and section 508 compliance - 2024

Twin Cities Rotaract - young professionals service organization under the Rotary International umbrella - 2004

COMMENTS: (Please briefly describe other qualifications, experiences and other information which you would like to have considered or which you believe are particularly relevant to the appointment you are seeking. Use additional pages if necessary.)

Professional experience in project and contract management, risk management, and data analysis

Semi-professional print and digital artist (member-artist at Robbin Gallery)

Graduate studies in technical communication

DHS Trusted Tester trained in 508 compliance testing and digital accessibility

Please return to City Clerk's Office - 4100 Lakeview Avenue North, Robbinsdale, Minnesota 55422
Phone: 763-537-4534 Fax: 763- 531-1291

October 2016

Supplemental Questions for those applying for Human Rights Commissioner Appointments
Use additional sheets to respond to these questions.

- 1) Share an experience in which your willingness to lead or offer in opinion helped your workplace or classroom.
- 2) In your experience what is the key to developing a productive team?
- 3) What is your ability and willingness to coordinate a special topic/ one or more events related to human rights?
- 4) What projects or activities would you propose for the HRC in the next 12 months?
- 5) What do you think are most important issues in Robbinsdale and why?
- 6) Give an example of a time you have witnessed or been part of discrimination. Summarize your feelings, thoughts, or actions.
- 7) How in your life have you been advocating for Human Rights?
- 8) What bothers you the most? What keeps you up at night? What drives you?
- 9) What drove you to apply for the Commission? What can you do to move the needle?
- 10) Provide an example of a time when you successfully organized a diverse group of people to accomplish a task to address or support Human Rights.

Supplemental Questions for those applying for Human Rights Commissioner Appointments

Use additional sheets to respond to these questions.

1) Share an experience in which your willingness to lead or offer in opinion helped your workplace or classroom.

As a program analyst at the Minneapolis VA Medical Center, I manage multiple contracts simultaneously, coordinating efforts between vendors, internal customers, and subject matter experts. Recently, my team and I secured approval for a medical device contract that will save the VA several hundred thousand dollars annually. Beyond my leadership role, I also built a strong relationship with the vendor, which allowed me to suggest improvements to their reporting process—conversations that proved beneficial for everyone involved.

2) In your experience what is the key to developing a productive team?

From my experience, effective communication is essential for building a high-performing team, with the team leader's emotional intelligence playing a critical role. The leader must be able to "read the room" from the outset of the team's formation. Their first priority is to create a safe and respectful environment that fosters open communication.

In a successful team, members naturally gravitate toward roles that align with their strengths. This process is supported by open dialogue, experimentation, and the freedom to make mistakes without fear of punishment. The leader's emotional intelligence is key to guiding this dynamic and ensuring the team thrives.

3) What is your ability and willingness to coordinate a special topic/ one or more events related to human rights?

Although event coordination is not something I have experience in, my professional role involves market research and analysis of market trends, as well as the selection of vendors and contractors. I am certainly willing to step up and learn.

4) What projects or activities would you propose for the HRC in the next 12 months?

My background and passion lie in accessible communication and digital accessibility. After reviewing the commission's agendas and minutes, I noticed these areas have not been addressed. I believe access to information should not be limited to those who are sighted, able to speak, or speak English at home.

I also see art as a powerful tool for spreading a message. I would love to explore ways to incorporate art into the HRC's outreach efforts.

5) What do you think are most important issues in Robbinsdale and why?

Blue Line extension: While I am dependent of public transportation, I understand the concern regarding the Blue Line extension. Citizens of Robbinsdale have a very strong sense of the uniqueness of their town. The light rail extension will undoubtedly change the character of the parts of Robbinsdale that it touches.

School District budget shortfall: The shortfall came as a shock. There is a lot of anger around the mismanagement and accounting. In the current political climate, where funding for school programs is being canceled, these feelings are rising again.

Public safety: People here are concerned that crime, especially violent crime is increasing in Robbinsdale. Several incidents in the past year have raised the levels of fear and anger. Communities on apps such as Next Door are often filled with warnings about package thieves or the sound of police helicopters overhead.

6) Give an example of a time you have witnessed or been part of discrimination. Summarize your feelings, thoughts, or actions.

As a middle-class white male, I am not often on the receiving side of racial discrimination. However, as a neurodivergent individual with an unseen disability, I am often in situations in which I am unknowingly dis-abled. When the bartender hands me my glass, he doesn't know that I can't tell how far away it is. When I walk through the mall, no one knows that I can't hear because my head is reacting to the loud background music. People take it for granted that I can drive myself to an appointment.

These things are much different than the ingrown social biases we face. Last year, while riding the bus down Broadway, a black man began to verbally assault the white driver for checking more black's passes than white's. As the situation escalated, and I noted that I was the only other white male on the bus, I felt very uncomfortable.

Eventually, a black woman stepped between the man and the driver. It was obvious that she was highly educated and that she was a trained activist. She kept her attention on the driver, continuing the conversation as a debate rather than an assault.

After seeing this, I found I was very curious. I WANTED to listen to what she had to say. I wanted a chance to talk with her one-on-one and ask questions. I never got that chance, but this incident stands out in my mind.

7) How in your life have you been advocating for Human Rights?

I feel my life experiences have been leading me to advocating. Throughout my young life and career, I can that I was scared to stand up and be an advocate. As I grew older, began to educate myself and let myself become vulnerable enough to look deeper into human rights issues.

I worked for many years at DHS. I started soon after 9/11. It was a noble mission and we accomplished things that no other government agency had ever done. Then my nurse colleagues were sent to the border to care for children who had crossed alone or were separated from their families. I still see the images they brought back, and the weariness that never really left them.

Later, after we had a daughter, I fought the Trump ballot on social media with the message that no one should vote for a president who would hurt their daughter. In one project, we created protest art to be displayed on the White House lawn. That display is now a part of the Trump Presidential Library.

After leaving DHS, I became interested in disability and accessibility. I completed industry certification in Section 508 compliance testing. I was lucky enough to secure an internship with a Microsoft executive focused on DEI and Inclusion. Wrote op/ed pieces on social media and offered testing and editing services for individuals needing to make their documents compliant with Section 508.

Most recently, I began a letter-writing campaign to my elected officials urging them to protect the veterans depending on services provided at VA hospitals, and in particular, the Minneapolis VA Medical Center. Veterans are heroes and deserve better.

In addition, I created a campaign to increase conversation about what a civil servant really is and what sort of jobs they actually do. Called 'Civil Servant Superheroes', I create a fictional superhero based on an actual job position that is open in the federal government, and share the character's back story, heroic image, and a link to the job announcement.

8) What bothers you the most? What keeps you up at night? What drives you?

Without hesitation, I find it deeply concerning that we have a president with a criminal record and a history of sexual misconduct making decisions that will shape the world my daughter will inherit.

9) What drove you to apply for the Commission? What can you do to move the needle?

I do not believe the current president prioritizes the best interests of our country or its people. I have long been interested in the Robbinsdale Human Rights Commission, even before becoming a resident. However, I hesitated to apply due to my perceived lack of experience.

Now, I feel compelled to step up, regardless of my experience, because meaningful change will not happen on its own.

I believe the path forward lies within our local communities. Strengthening our communities is essential, and I can no longer wait for others to take the lead.

While I may not have an immediate solution for how to 'move the needle,' I am eager to learn and contribute to the positive change our community needs.

10) Provide an example of a time when you successfully organized a diverse group of people to accomplish a task to address or support Human Rights.

I am not yet an organizer, but as a project manager, I encounter similar challenges. My strengths lie in envisioning possibilities, analyzing information, identifying alternatives, and mitigating risks.

APPLICATION FOR APPOINTMENT
TO ROBBINSDALE CITY COMMISSION

NAME: Daniel Leo Dlugose ADDRESS: [REDACTED]
PHONE: ([REDACTED]) (Work) [REDACTED]
EMAIL: [REDACTED]

RESIDENT OF ROBBINSDALE SINCE (Year) 2023 WARD: 1

OCCUPATION: Nurse (ret.) EMPLOYER: N/A

COMMISSION YOU ARE SEEKING: Human Rights Commission

For the Senior Commission, you must be over 55 years old. If seeking a position on the Senior Commission, you must initial here to indicate that you meet that qualification: _____

EDUCATION: (Please indicate highest grade completed or highest degree and major course of study.)

Highest: 1 year Catholic University in Philosophy Wash. DC 1979
BA Psychology, SUNY Albany 1997, BS Arcadia Univ., Computer Sci 12/1984
AAS Nursing Alamogordo Comm. College spring 1995 North Carolina
Certificate Biotechnology, Boston Univ. School of Medicine, Fall 2003
Foundation Certificate in Teachy ESL, London Teacher Training College, Grade A distinction 2018

CIVIC AND OTHER ACTIVITIES: (Please list past and present civic activities and organizational memberships, particularly those which may be relevant to the appointment you are seeking.)

One year volunteer work - ESL and health education 2013-14 } more details
One year volunteer work - ESL and health education 2015-19 } on other pages
current volunteer Red Cross at blood drives in Minnesota Veterans Home
current volunteer First Unitarian Universalist church - getting out vote, Chorus
pending volunteer Karen Organization of Minnesota

COMMENTS: (Please briefly describe other qualifications, experiences and other information which you would like to have considered or which you believe are particularly relevant to the appointment you are seeking. Use additional pages if necessary.)

Post BA Psychology experience extra training 2 semesters CG Jung Institute of Colorado
Wellbeing Economy Forum June 11-12 Iceland, economy, civil rights,
healthcare, governance for all people, etc.
Training in International Business and Diplomacy Protocol by USIDHR
(US Institute of Diplomacy and Human Rights) Sept 11-13-24 Washington DC

Please return to City Clerk's Office - 4100 Lakeview Avenue North, Robbinsdale, Minnesota 55422

Blog "Asia Health Travels" <https://Dlugose.wordpress.com>
Phone: 763-537-4534 Fax: 763-531-1291

October 2016

Supplemental Questions for those applying for Human Rights Commissioner Appointments
Use additional sheets to respond to these questions.

- 1) Share an experience in which your willingness to lead or offer in opinion helped your workplace or classroom.
- 2) In your experience what is the key to developing a productive team?
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- 4) What projects or activities would you propose for the HRC in the next 12 months?
- 5) What do you think are most important issues in Robbinsdale and why?
- 6) Give an example of a time you have witnessed or been part of discrimination. Summarize your feelings, thoughts, or actions.
- 7) How in your life have you been advocating for Human Rights?
- 8) What bothers you the most? What keeps you up at night? What drives you?
- 9) What drove you to apply for the Commission? What can you do to move the needle?
- 10) Provide an example of a time when you successfully organized a diverse group of people to accomplish a task to address or support Human Rights.

Human Rights Commission Volunteer

Education Chronologic

Honors Scientific High School Diploma NY State Board of Regents, 1967

Hunter College of City of NY Philosophy 1974-75 (2 semesters)

BA Psychology State Univ. of NY at Albany,

BS Computer Science Arcadia University, Glenside MD 1984

AAS Nursing Alamance Community College, Graham NC 1995

Certificate Biotechnology Boston U. School of Medicine, 2003

I speak and understand basic French, and very basic words and phrases in German and Spanish.

Civic and other activities

High School (Niagara Falls NY) Musician and fund raiser for Salvation Army

Volunteer Meditation Instructor Shambhala International 1993-present

1988-2024. Senior Coordinator for event at Boston Shambhala Center year Nov 2000-spring 2001 about 60 volunteers in several committees to plan housing, teaching events, fund-raising participation in Boston marathon.

2003 (approx.) training as a Mental Health First Aid Responder by the Massachusetts Department of Mental Health.

Several Red Cross courses including attending a neighborhood ambulance run.

2004-2007 various services as a Registered Nurse serving in Boston Medical Reserve Corps – attending training, practice emergencies, giving vaccinations

2013-14 One year abroad doing volunteer work in developing countries in Asia and South Pacific region primarily in health care teaching and English as a second language for Project Hope and other NGO's in Marshall Islands, Kiribas, Solomon Islands, Vanuatu, India, Nepal (including Himalayan Medical Trek) , Thailand (ESL) at high school Kaw Tha Blay Learning Ctr for a semester.

2010-2012 Three years of teaching ESL in Aurora, CO for Project Worthmore, with a Volunteer of the Year award.

2015-2023 Volunteer at Denver Museum of Nature and Science sequentially in Expedition Health. Paleontology Lab and Anthropology Lab (Native artifacts)

2018-19 Year abroad with wife, miscellaneous work in Vietnam (ESL), Malaysia (hostel staff), Myanmar (ESL), India (health care advising in a school), Nepal (office support for Women's Foundation of Nepal), Northern Norway a week of living on a farm while preparing the village church for a family religious celebration. Northern Sweden making repairs on a

cabin on a rural property and helping with various family tasks.

Six weeks in Poland Jan – Feb 2024 Volunteer with Polish NGO Ocalenie supervising children at two border crossings from Ukraine while parents made plans to settle in new locations.

2023 Occasional volunteer at Museum of Boulder (Exhibits: Native American, children, science, history)

For all in-between years 2008-2023 I volunteered as a meditation instructor for Boulder Shambhala Center in Boulder, France and a few other locations.

Ongoing activities and donations:

I am currently making recurring donations to Himalayan Health Care, various organizations supporting Ukraine.

I pay the teachers at a school in Thailand their salaries monthly, with additional money going to the Headmaster who defends Karen people in Burma by providing food, first-aid supplies, and trips for him to teach people about Human slavery, and addiction caused by the Burmese Army (Tatmadaw).

Minnesota volunteer work

American Red Cross –receptionist for blood draws at 3 occasions, ongoing ARC volunteer at the Minnesota Veterans home at Fort Snelling about 1-2 times/week.

Volunteer at First Unitarian-Universalist Church, serving in Chorus, Library Committee, and occasionally leading the Meditation Group.

Supplemental Questions:

1) Share experience in which my willingness to lead In analysis helped my classes in Greek Philosophy at Hunter College, I was considered the leader in analysis of various topics. As Dr. Alfred DiLascia said “his comments on a variety of philosophical problems, often difficult, that were highly commendable, textually precise, interpretively perceptive and orally well delivered” [see letter by Dr. Alfred DiLascia]

2) Keys to developing a good team. Analyze my own strengths and weaknesses for the task proposed to choose assistants that have the strengths that I don't. Determine if any outside groups in the same organization need to be consulted. Consult my manager about people likely to be needed on the team. Start initial meetings with introductions of new members. Allow some time before or after meetings to socialize to learn how to better listen to and talk to various

individuals. Agree on subjects for next meeting. Make needed communications between meeting by phone or email as needed. Don't assume from my impressions that someone has a weakness or strength without consulting someone else who knows that person.

3) Ability and willingness to coordinate a special topic/ one or more events related to human rights: Treatment of refugees. They often need help with learning English language, customs and normal practices. I have experience both through courses (French, German, ESL) and in-person interaction in America, Asia and Europe. I have friends in Vietnam, Nepal and Poland. I am familiar with the curriculum to become an American citizen. I grew up in a mixed African-American, White and Hispanic neighborhood.

3) Special topics: immigration, mental illness

4) most important issues Robbinsdale: transit, housing costs

5) Time I was discriminated against: poor person not fitting into school. Feelings: shame, fear

6) Witnessing discrimination: Supervisor talking about another employee in a negative way related to ethnic group – I told him I did not feel I should be listening to this.

7) How have I been advocacy re: Human Rights.
Participating in marches on peace rights: Albany NY 1973,

Women's rights Washington DC about 1980 as a early member of NOW, and a few others. I occasionally call a government representative including my Minnesota representative in Congress. I have often messaged the Office of the President. Volunteer work in two elections: Pennsylvania, Minnesota. I worked for Boulder County Colorado as a part time employee in the Fall 2015 elections and was trained in handwriting analysis.

8) What bothers you most: climate change, war, discrimination in general, lack of preventative healthcare.

9) What drove you to apply: I want to serve in an on-going meaningful way in a field where I have some expertise and experience.

10) Example of leadership in diverse group:

When working as the Manager of the Occupational Health Clinic at a General Motors warehouse In Massachusetts, I listened patiently to employees who were injured by on-site work at the warehouse. I believed the employee and personally checked out the place and equipment that was involved to understand the mechanism of the injury. Each week my supervisor – a Physiatrist MD would visit me to advise me approve measures I had taken The manager of the warehouse threatened to call me before the executive committee to decide whether to fire me, so knowing the GM

Healthcare leadership, I called them and explained the situation and I was reassured that they would protect me. After that I began attending some meetings of the Management / Union Safety Committee to hear both sides and understand the underlying issues. Within the next year I achieved the faith of the Union and Warehouse leadership, though the Manager stopped talking to me.

Comments

If chosen I will be one of the members of the Committee that regularly talks to people with ethnic diversity. I am related to several African Americans who I love, and often ride on buses and have a discussion with a person or persons of ethnic diversity. Waiting at bus stops or stopping there to ask for directions gives me an opportunity to connect. I once got a cheer from a group of African Americans when I sprinted out to catch the bus that I had just missed. Since I had missed it they promised me to get me to my destination.

While working for Project Worthmore, there were also group trips to visit places such as museums, the Denver Botanical Gardens (in varying seasons). I remember standing in awe and grief at pictures of mistreated slaves in a museum with African American immigrants and other immigrants from Nepal, Thailand and Myanmar.

Hunter College

OF THE CITY UNIVERSITY OF NEW YORK | 695 PARK AVENUE, NEW YORK, N.Y. 10021 | DEPARTMENT OF PHILOSOPHY

Telephone
360-2427

New York
November 6, 1976

To Whom It May Concern:

Mr. Dlugose is a very unusual person: both sensitive and felective, he is endowed with an admirable talent for discerning central issues in any given philosophical problem. He first came to my attention in a dourse I taught at Hunter College last semester, "Plato and pre-Socratic philosophy", and soon exhibited a very penetrating mind as he came to class thoroughly prepared, in itself no virtue yet indispensable for any fruitful class discussion. And so it was not just his diligence that I found admirable but also -and indeed chiefly- his ~~excellent~~ comments on a variety of philosophical problems, often difficult, that were highly commendable: textually precise, interpretatively perceptive and orally well delivered. Indeed, I myself always enjoyed Mr. Dlugose's contributions, and would often call upon him to enhance and deepen the class discussion.

Last Spring Mr. Dlugose invited me to dinner in his home and just last week came to visit me from Washington, D.C., and all my earlier impressions were promptly confirmed. After knowing him both formally in the class-room and informally outside, I am wholly convinced Mr. Dlugose will honor any graduate school he chooses to attend, and eventually make an excellent teacher: he is so deeply sensitive to philosophical issues which he not only speculates about but actually and significantly lives, that he would immediately inspire if not inflame students with the love of philosophy he himself has. I personally hope you can help him with his ~~studies~~ studies -both undergraduate and graduate- for he is, in my long teaching experience (27 years), a first-rate student and hence would make a superior candidate for a career as a college professor of philosophy, in the light of both his temperament and talent.

Along with all that I have said, Mr. Dlugose is a genuinely gentle and - I do not hesitate to use the much abused word - lovable person, not only in my opinion but in that of his fellow students who invariably spoke of him with affection and admiration. Mr. Dlugose deserves your full support for I am fully confident that it will eventually -in more tough-minded words- "pay-off", in more senses than one. In conclusion then, I wish Mr. Dlugose the very best in his studies -undergraduate and graduate- as well as in his future career as a philosopher.

Respectfully yours,

Alfred DiLascia

Alfred DiLascia
Adjunct Professor of Philosophy

TO: Mayor and City Council
PREPARED BY: Tim Sandvik, City Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: June 3, 2025
RE: Growth Through Opportunity - Empower Inclusion

Background:

Empower Inclusion provides support to individuals with disabilities as they identify and pursue their employment related goals.

Analysis:

City staff began discussing opportunities with Empower Inclusion staff, and heard about the program - Growth Through Opportunity last fall. Some will remember, the City hosted their first GTO Cadet last Fall for eight weeks, and being the success it was, the City will bring back two Cadets this summer.

After identifying potential work for an eight week program, two days a week at four hours per day, the group interviewed candidates for the program with the City of Robbinsdale and selected the two candidates.

This summer, we welcome Oscar and Jesus.

Oscar is 24 years old and lives in Blaine. Oscar is a social and helpful person. He likes to get to know new people and to try new things. Oscar is very punctual, and people appreciate that he is friendly and kind. Oscar works part-time at Raising Canes, and he loves his job. Oscar's hobbies include watching movies and spending time outside.

Jesus 22 years old and lives in Blaine. Jesus works part-time at a thrift store and enjoys his job very much. He likes music, video games, and the Mall of America. Jesus appreciates when people give him time to get to know them because sometimes he can feel shy. Once Jesus is familiar with people and new places, he feels very comfortable and happy. Jesus' favorite part of summer is swimming and going to Mall of America.

Recommendation:

NA

Attachments:

None

TO: Mayor and City Council
PREPARED BY: Sherry O'Donnell, Admin Support/Deputy City Clerk
APPROVED BY: Tim Sandvik, City Manager
DATE: June 3, 2025
RE: Whiz Bang Days Committee - Event Requests

Background:

The 2025 Whiz Bang Days are scheduled for Thursday, July 10 - Sunday, July 13, 2025. This is the 77th year of the event featuring a variety of activities held at various locations within the city.

City Council approval is needed for use of city owned locations and for activities having special requirements. Event vendors requiring temporary food and beverage, or other licenses, go through the regular City Council approval process; and, in the past, the City Council has waived license fees due to this being a community event.

Representatives from the Whiz Bang Days committee will be at the meeting to give an overview of this years' event(s).

Analysis:

The committee is asking for permission for various activities during the four-day festival.

The Robbinsdale Lions intend to do their annual food tent/grilling on the Wicked Wort patio (**new location**) on Thursday and Friday, July 10 and 12, with serving from 11 am to 4 pm. A temporary foods license will be required as well as a site plan of their set up for staff to review.

A request for a wood bat softball tournament to be held on Friday, July 11 (4-10 p.m.), and Saturday, July 12 (7:00 a.m.-5:00 p.m.). Times would be adjusted based on the number of teams playing (8 are anticipated). The committee is requesting use of Lee Park (**new location**) with field maintenance for those 2 days. The committee does not plan to sell alcohol, but is requesting the granting of an alcohol permit for both days allowing participants to bring their own beverages (beer).

The bags tournament would be held on Saturday, July 12 at 4161 Hubbard Ave N (public parking lot) (**new location**) from 10 a.m. until approximately 1 p.m. The committee does not plan to sell alcohol, but is requesting the granting of an alcohol permit for one day (7/12/25) allowing participants to bring their own beverages (beer).

On Saturday, July 12, the car show, in conjunction with CarX, will be on the Robin Center parking lot from 10:00 a.m. – 2:00 p.m. Approval from Robin Center has been received along with a site plan. Staff will ensure proper licensing, if required for any food vendors or entertainment.

The Robbin Art Gallery is intending to host their annual event “on the lawn” on Saturday, July

12, from 10 a.m. until 3 p.m.

The Robbinsdale City Band will hold its traditional band concert on Saturday, July 12, beginning at 6:30 p.m. at Hollingsworth Park. A “Movie in the Park” will follow the concert and end around 10:30 p.m.

The west side of Hollingsworth Park is requested for use on Saturday, July 12, and Sunday, July 13. A stage would be placed in this area for the city band concert Saturday evening and the Robbinsdale Ambassador Coronation on Sunday evening. There will also be an Ambassador Reception at Hollingsworth Park prior to the start of the parade.

New for 2025 – The committee would like to host a Kid’s Market, which is run by Children’s Entrepreneur Market. This event would be on Saturday, July 12, from 11 a.m. to 2 p.m. with set up beginning at 10 a.m. and tear down until 3 p.m. after market closes. The committee is requesting West Broadway be closed during this time from 41st Avenue North to 41 ½ Avenue North leaving the Walgreens pharmacy clear for exiting. Staff still needs to review the submitted site plan. There will also be chalk art, a kid’s dance/DJ, and some additional vendor tables for local businesses and organizations.

The committee is requesting approval to continue the parade tradition on Sunday, July 13, with the parade being from 3:00-4:30 p.m. following the same route as the past several years. Set up would begin at 1:00 p.m. and tear down completed around 5:30 p.m. Parade staging would be on County Road 8 (West Broadway) north of 42nd Avenue and continue as far north as 47th Avenue, if needed. The parade route would start at 42nd Avenue, then south on West Broadway to 40th Avenue, then east to Shoreline Drive and ending at Sanborn Park on Chowen Avenue. The parade route has been confirmed with the Police Department.

On Sunday, July 13, fireworks will be launched over Crystal Lake from Lakeview Terrace Park starting at approximately 10:00 p.m. PC Pyrotechnics is the fireworks vendor. The committee will apply for the fireworks permit.

The committee would also like to hang their banner across West Broadway advertising the 4-day festival. The banner is being updated. They are requesting it to be hung two weeks prior to Whiz Bang Days and asking for the city’s assistance hanging the banner. The permit fee is usually waived.

The Whiz Bang Days events that have been approved/sanctioned by the committee to date are: Citizens Independent Bank Plaza Party, the Robbinsdale Lions Club food on the Wicked Wort plaza (Thursday-Friday), The Birdhouse and Nouvelle Brewing will be holding various events July 11-14, and any events sponsored by the various civic organizations (non-profits, churches, etc.), as well as all events organized and/or run through the City of Robbinsdale. Other events may be added as submitted and approved by the committee and staff.

Recommendation:

By motion, approve the request for Robbinsdale Whiz Bang Days activities and locations from Thursday, July 10 to Sunday, July 13, 2025, as follows:

- Approve use of city parks as requested and reserved through the Recreation Services Department.
- Approve use of public parking lot at 4161 Hubbard Avenue North.
- Approve alcohol permit allowing participants to bring their own beverages (beer) to the

Wood Bat Softball Tournament and Bags Tournament only.

- Approve blocking West Broadway from 41st Avenue North to 41 ½ Ave North for the Kid's Market leaving Walgreens pharmacy clear for exiting.
- Approve the street-spanning Whiz Bang Days banner subject to requirements of the city code and waive the \$100 permit fee.
- Approve the request to have the parade on Sunday, July 13, starting on West Broadway at 42nd Avenue then south on West Broadway to 40th Avenue then east to Shoreline Drive and ending at Sanborn Park.
- Approve fireworks for Sunday, July 13 at approximately 10 p.m. to be launched over Crystal Lake from Lakeview Terrace Park.
- The Whiz Bang Days Committee or businesses holding events on their sites must provide and pay for portable sanitation units near each event location.
- Noise levels must be kept at a reasonable volume and entertainment at any location must take direction from Police Officers to adjust volume, if requested.
- Waive city license fees for Whiz Bang Days events.

Attachments:

None

2025 LGBTQIA+ Pride Month Proclamation

WHEREAS, The City of Robbinsdale supports the rights of every citizen to experience equality and freedom from discrimination and is strengthened by and thrives upon the rich diversity of ethnic, cultural, religious, racial, gender and sexual identities of its residents; all of which contribute to the vibrant character of our City; and

WHEREAS, all people regardless of age, gender identity, race, color, religion, marital status, national origin, sexual orientation, or physical challenges have the right to be treated based on their intrinsic value as human beings while having the right to feel safe, not be discriminated against, and to live without the threat of harassment; and

WHEREAS, the City Council and staff have committed to make Robbinsdale an inclusive and welcoming community for all, including the LGBTQIA+ community; and

WHEREAS, supporting Robbinsdale's LGBTQIA+ community also aligns with the City's objective to create a more inclusive and equitable community that promotes unity and honors diversity; and

WHEREAS, the LGBTQIA+ community has made great strides; though work remains to achieve full equality, inclusion, and acceptance; and

WHEREAS, to acknowledge the efforts to bring awareness to the continuing evolution of the Gay Pride movement, the City of Robbinsdale will display the Intersectional Pride flag at City Hall;

NOW, THEREFORE BE IT RESOLVED, that the City Council hereby declares June 2025, to be Lesbian, Gay, Bisexual, Transgender, Queer, Intersex, and Asexual (LGBTQIA+) Pride Month in the City of Robbinsdale, County of Hennepin, State of Minnesota, U.S.A.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Robbinsdale to be affixed this 3rd day of June 2025.

Bradley Sutton, Mayor



TO: Mayor and City Council

PREPARED BY: Heather Rand, Community Development Director

APPROVED BY: Tim Sandvik, City Manager

DATE: June 3, 2025

RE: Conditional Use Permit (CUP) for Outdoor Firework Sales Tent at 4050 Lakeland Ave N

Background:

Renaissance Fireworks Inc., on the behalf of 4050 Lakeland Ave N property owner Robin Center Partners, LLC, has submitted a conditional Use Permit (CUP) application requesting permission to allow the operation of a temporary (30-day) outdoor fireworks sale tent with accompanying storage container from June 10 - July 10, 2025. This proposed use per the application site plan would occupy 8 parking stalls in the Robbin Center Shopping mall parking lot.

Analysis:

The applicant is seeking approval from city council of a temporary CUP to operate an outdoor retail fireworks stand in a tent for up to 30 days in the parking lot of the Robbin Center Mall (see Hennepin County Aerial Map - Attachment A). The property is located in the B4 Community Business Zoning District, the city's most intensive commercial district. According to city code, Chapter V, Section 520.07, Subd. 4(a) all conditional uses permitted in the B1, B2, B3 districts are also permitted in the B4 district, subject to city council CUP approval. In the B3 Highway Commercial District, outdoor service, sales, and equipment rental either as an accessory use or a principal use are allowed with a CUP, provided the following conditions are met:

1. **Outdoor use is limited to 30% of the principal use's floor area.**
2. **Outdoor areas must be fenced or screened from neighboring residential properties or abutting R districts, per Section 510.25, Subd. 2.**
3. **Lighting must be hooded and directed so that light sources are not visible from the public right-of-way or nearby residences, as per Section 510.25, Subd. 5.**
4. **Sales areas must be surfaced or grassed to adequately control dust.**

Staff review has confirmed that the application complies with all of the above conditions. The CUP application and materials can be viewed in **Attachment B**.

Parking:

The proposal includes an 800-square-foot sales tent and a 160-square-foot storage container, occupying eight parking stalls. According to data provided by the property owner, the Robin Center shopping mall has a total of **269 parking spaces**. The current parking demand by existing businesses is **221 spaces**, this also includes the spaces required for a city licensed mobile food truck. Considering the loss of 8 spaces for the fireworks operation and an additional 2 spaces required for the firework retail use itself, the site will still meet the minimum parking requirement. Sufficient parking capacity remains for this temporary use.

Signage:

Renaissance Fireworks is proposing a banner sign measuring 30 square feet to be attached to the sales tent during the duration of their CUP. The applicant has applied for a temporary sign permit and after review the permit is compliant with zoning regulations. Staff will approve the sign permit pending the approval of the CUP. The sign permit can be viewed in **Attachment C**.

Fire, Police and Building Department Review:

The Fire Chief, Fire Marshal, and Building Official have reviewed the proposal. A fire permit was requested and approved on **April 28th, 2025**. The Chief of Police also reviewed the application, and stated he did not have any issues with the proposal. Key conditions from the Fire and Building Department review are included in **Attachment D**.

Conditional Use Permit Findings of Fact:

The Planning Commission shall make findings of fact regarding any adverse effects of the proposed conditional use and what additional requirements may be necessary to reduce such adverse effects. Its judgment shall be based upon, but not limited to, the following factors, with staff response in bold font:

1. Consistency with the City Comprehensive Plan. ***The proposed firework stand supports the community business zoning district use which is consistent with the Comprehensive Plan.***
2. The geographical area involved. ***Not applicable.***
3. Whether such use will cause deterioration of the area in which it is proposed.

Staff do not see deterioration of the neighborhood because of this use since it is temporary.

4. The character of the surrounding area. ***Staff do not see an issue with this use affecting the character of the surrounding area.***
5. The demonstrated need for such use. ***The applicant is requesting this use to be able to operate their business within the city which will allow firework retail options for residents in Robbinsdale and surrounding cities. There appears to be market demand for the product.***
6. Whether the proposed use would cause odors, dust, flies, vermin, smoke, gas, noise or vibration, or would impose hazards to life or property in the neighborhood. ***The plan set for the firework stand has been reviewed by the Fire Department, Police Department, and the Building Department. Each department does not see an issue with this request as long as the conditions set forth in the Fire Permit and CUP are met.***
7. Whether such use would inherently lead to or encourage disturbing influences in the neighborhood. ***The use will not lead to or encourage disturbing influences in the neighborhood so long as firework sale and use comply with Minnesota state law.***
8. Whether stored equipment or materials would be screened and whether there would be continuous operation within the visible range of surrounding residences.

This use should be sufficiently screened from residential properties.

At the May 15, 2025 Planning Commission Meeting, a public hearing was held to allow the public to comment on this CUP application. Proper notice (**Attachment E**) of this public hearing was published in the city's official newspaper and posted on the city's bulletin board 10 days prior to the meeting. Mailed notices were also sent out to all property owners within 350 feet away from the proposed CUP petitioner address. City staff received no inquiries from residents on the matter and no member of the public showed up at the public hearing to provide comment. The planning commissioner's voted unanimously (4-0) to recommend approval of the temporary CUP as presented.

Recommendation:

Staff recommend approval of the temporary CUP application as presented, and request that the city council approve the attached resolution approving a temporary CUP at 4050 Lakeland Ave N with the following conditions:

- a. The applicant meets all requirements specified in Fire Permit RB2025-397.
- b. That the CUP be valid only between the dates of June 10, 2025 and July 10, 2025.

Attachments:

1. A - Hennepin County Aerial Map
2. B - Conditional Use Permit Application
3. C - Sign Permit Application
4. D - Fire Permit Application
5. E - Public Hearing Notice
6. Resolution Adopting CUP for 4050 Lakeland Ave (Temp Fireworks Tent)



Hennepin County Property Map

Date: 5/8/2025



PARCEL ID: 0602924130128

OWNER NAME: Robin Center Partners Llc

PARCEL ADDRESS: 4050 Lakeland Ave N,
Robbinsdale MN 55422

PARCEL AREA: 4.23 acres, 184,357 sq ft

A-T-B: Both

SALE PRICE: \$14,000,000

SALE DATE: 12/2021

SALE CODE: Excluded From Ratio Studies

ASSESSED 2024, PAYABLE 2025
PROPERTY TYPE: Commercial-Preferred
HOMESTEAD: Non-Homestead
MARKET VALUE: \$8,562,800
TAX TOTAL: \$282,474.28

ASSESSED 2025, PAYABLE 2026
PROPERTY TYPE: Commercial
HOMESTEAD: Non-Homestead
MARKET VALUE: \$8,588,000

Comments:

This data (i) is furnished 'AS IS' with no representation as to completeness or accuracy; (ii) is furnished with no warranty of any kind; and (iii) is not suitable for legal, engineering or surveying purposes. Hennepin County shall not be liable for any damage, injury or loss resulting from this data.

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COUNTY 2025



To review references visit our website at www.robbinsdalemn.com

CONDITIONAL USE PERMIT (reference Section 535.01)

Applicant Renaissance Fireworks Inc.
Address 11625 Cty Hwy 10 Ste D, Spring Lake Park, MN 55432
Owner (if different from Applicant) Robin Center Partners LLC
Owners Address 2550 University Ave W #305-S, St Paul, MN 55114
Day Phone # 612-1616-4517 Cell Phone # 651-308-9321 E-mail address amanda@serenity
Applicant's Authority (if other than Owner) tenant venturegroup.com
Legal Description of Property Robin Center, Lot 003, Block 002, ID: 06-029-24-13-0129
Present Zoning Classification Commercial Existing Use of Property _____
Area of Property _____ Section of Ordinance(s): _____

Please describe the proposed use/request in appropriate detail (attach additional sheets if necessary): Set-up of
temporary retail tent selling MN Safe & Safe Fireworks

Application for rezoning, conditional use permit, non-conforming use permit or zoning text amendment will not be accepted until the applicant has provided the information required by the applicable sections of the zoning code (see above reference). The minimum information is summarized below:

1. Detailed written and graphic material fully explaining the request.
2. Certificate of Survey of property (3 copies) showing the following:
 - A. Location and dimensions of the existing and proposed structure(s) along with setbacks on the lot.
 - B. Location and use of adjacent structures.
3. Existing scaled floor plans, scaled elevations, and any proposed changes.
4. Application Fee
5. Floodplain Information, if applicable (see back page).

Applications must be received 4 weeks prior to the Planning Commission meeting at which request is to be heard.

Application Deadline: _____ Application Fee \$250.00 *, ** Receipt # _____

Planning Commission Date _____ *City Council Date(s) _____ & _____
(*Tentative: final date will be announced at the Planning Commission meeting.)

The undersigned acknowledges/declares that all the facts and representations stated in this application are true and by signing, acknowledges the cost and the procedure for the processing of this application and certifies that the property described by the provided address is not tax delinquent. Furthermore, undersigned grants City staff entry upon the land in question to perform any necessary site inspections during the duration of the project. Applicant should be represented at the Planning Commission meeting and the City Council public hearing.

[Signature], see lease for owner 3.31.25
Signature of Applicant (and Owner if other than applicant) _____ Date _____

*Applicant may be liable for additional expense such as legal fees.

**Applicant may be billed for additional staff time.

Floodplain Information:
(reference section 530)

Contours (1' intervals)
Lowest floor elevation
100 year flood elevation
Ordinary High Water Mark
House elevation showing deck

License Agreement

This License Agreement ("**Agreement**") is entered into March 21st, 2025, by and between **Robin Center Partners, LLC**, a Minnesota limited liability company ("**Owner**"), and **Renaissance Fireworks Inc.** a Minnesota business corporation ("**Licensee**").

The following definitions shall have the following meaning:

Premises: That specific parking lot area located at 4044-4152 Lakeland Avenue North, Robbinsdale Minnesota 55422, as shown on **Exhibit "A"** ("**Premises**"). Licensee shall not use the CVS parking lot. Owner reserves the right to request Licensee to relocate their operations to certain locations of the Premises upon reasonable notice. Licensee agrees to use a reasonable amount of space within the boundaries shown on Exhibit A, estimated to be approximately 6 parking spots.

Purposes: Retail sales of fireworks, only. ("**Purposes**"). Licensee shall not use or permit the Premises or any part thereof to be used in violation of any applicable federal, state, county or municipal law, rule, regulation or ordinance. Licensee to comply with any applicable laws and regulations as it pertains to firework distribution, including obtaining any necessary permits from local, city, or other governmental agencies. Furthermore, Licensee or their invitees shall not light or set off any fireworks on or around the Premises.

Term: Commencing on June 10, 2025 ("**Commencement Date**") and until July 10, 2025 ("**Term**"). If the Owner permits Licensee to use the Premises prior to the Commencement Date, such use shall be subject to the provisions of this Agreement, including without limitation, the payment of the Licensee Fee.

License Fee: Payment by Licensee to Owner on or before the Commencement Date of Two Thousand Five Hundred and 00/100 dollars (\$2,500.00) without offset or deduction and in lawful money of the United States ("**License Fee**").

Location for payments if hand delivered or by physical mail:

Robin Center Partners, LLC
c/o Suntide Commercial Realty, Inc.
2550 University Ave W, Suite 305-S
St. Paul, MN 55114

Security Deposit: Licensee shall not be required to pay a deposit or security in conjunction with this Agreement.

Signage: Owner is not providing signage for the Licensee. Licensee's signage shall be Licensee's sole cost. Any signage other than that which is on or in the Licensee's tent or vehicles shall be approved by Owner in advance, which includes but is not limited to sidewalk signage, signage in grass areas/boulevards, or other props.

Trash/Recycling: Licensee shall not use the existing trash and recycling containers on the property; therefore, Licensee shall provide their own receptacles as needed and be responsible for all maintenance and disposal costs associated with Licensee's operations and sales.

In consideration of the mutual covenants and agreements contained herein and payment of the License Fee, Owner grants to Licensee for the Term a license ("**License**") to enter upon and use the Premises for the Purposes only and for no other purpose whatsoever. While making use of the Premises, Licensee shall, at its sole expense, fully and faithfully comply with any and all applicable laws, rules, regulations and ordinances. During the Term, Licensee shall obtain and keep in full force and effect, at its sole expense, commercial general liability insurance with minimum limits of One Million and No/100 Dollars (\$1,000,000.00) per occurrence and general aggregate for bodily injury, personal injury, and property damage. Such insurance shall be endorsed to include Owner and its management entities as additional insureds, shall be primary and noncontributory with any Owner insurance. Prior to Licensee's entry and use of the Premises for the Purposes, Licensee shall deliver to Owner a certificate in form and substance satisfactory to Owner or other evidence satisfactory to Owner evidencing the existence of the insurance required by Owner.

Licensee accepts the Premises, in its "As Is" condition with all faults. During Licensee's normal business hours, Owner may enter the Premises which shall be non-exclusive to Licensee, for any reasonable purpose including but not limited to purposes for repairs, and maintenance. Owner shall not unreasonably interfere with Licensee's operations when accessing the Premises.

This License is revocable, with five (5) calendar days after delivery of written notice, and upon breach of any of the terms of this Agreement not being properly cured by that specific party in default ("**Revocation**").

Notice of Revocation or Termination shall be in writing. Notice shall be effective when personally delivered, sent via email, or 48 hours after deposit in the mail if mailed. If mailed, the notice shall be sent first class mail, postage pre-paid, addressed to the party at the address set forth below the signature line for that party. Notwithstanding the Revocation or Termination of the License, Licensee shall continue to remain liable for any obligations imposed on Licensee by this Agreement and for the breach by Licensee or its agents, contractors, employees, licensees or invitees of any term or provision of this Agreement. In the event of damage or destruction to the Building or Premises which, in the opinion of Owner makes continuation of this Agreement impractical, then this Agreement may be terminated immediately by Owner effective upon receipt by licensee of written notice.

Owner shall be responsible for all operating costs, including taxes, however, Licensee shall be responsible for electricity/power, their own water supply, and trash/recycling serving only Licensee's operations. **Licensee agrees to keep the Premises in a clean, neat and orderly condition.**

Licensee shall defend, with counsel reasonably satisfactory to Owner, and shall indemnify and hold harmless Owner and Owner's officers, directors, shareholders, agents, members, managers, employees, partners, successors, and assigns (for purposes of this paragraph Owner and Owner's officers, directors, shareholders, agents, members, managers, employees, partners, successors, and assigns are collectively referred to as "**Owner**") from and against any theft or damages to property of Licensee stored in the Premises, losses, claims, liens, expenses, liabilities, injuries, and other expenses of any nature whatsoever, including reasonable attorney's fees and costs, relating to or arising from Licensee's use or maintenance of the Premises, or from any activity, work or thing done, permitted or suffered by Licensee in or about the Premises, or arising or resulting from any breach or default by Licensee of its obligations under this Agreement. Licensee, as a material part of the consideration given to Owner, assumes all risk of damage to property or injury to persons in, upon or about the Premises from any cause whatsoever, other than as a result of Owner's gross negligence or willful misconduct, and Licensee waives all claims in respect thereof against Owner and releases Owner of all such claims. The covenants contained in this paragraph shall survive the expiration or earlier termination of this Agreement.

The rights granted herein to Licensee are personal to Licensee and shall not be assigned or transferred by Licensee.

This Agreement supersedes any other previous or contemporaneous agreement or understanding between the parties with respect to the subject matter herein and contains the entire understanding between the parties with respect to the subject matters herein. In the event that Owner transfers the real property of which the Premises are a part or any interest therein including the Premises, or is otherwise divested thereof, then the rights of Owner under this Agreement shall pass to Owner's successor. If any party institutes an action or proceeding to enforce this Agreement as against any other party thereto, the losing party shall pay to the prevailing party the attorney's fees and cost incurred by the prevailing party in such action or proceeding. This Agreement shall inure to the benefit of and be binding upon the successors and assigns of the parties hereto. Should any action or other proceeding or arbitration arise regarding the enforcement or interpretation of this Agreement, it shall take place in the County in which the Premises are located subject to the laws of the State of Minnesota.

OWNER:

Robin Center Partners, LLC
a Minnesota limited liability company

LICENSEE:

Renaissance Fireworks Inc.
a Minnesota business corporation

DocuSigned by:
By: MATTHEW S. KLEIN
F47CFCDF20864A

Name: MATTHEW S. KLEIN

Its: Partner

DocuSigned by:
By: Mark Lazarchic
E820A17E0B72AE

Name: Mark Lazarchic

Its: CEO

Address for Notices:

Robin Center Partners, LLC
c/o Suntide Commercial Realty, Inc.
2550 University Avenue West, Suite 305-S
St. Paul, MN 55114
Phone: 612-603-0321
Email: Cneve@suntide.com

Address for Notices:

Mark Lazarchic
1625 County Highway 10
Spring Lake Park, MN 55432
Phone: (651) 840-3240
Email: Mark@serenityventuregroup.com

EXHIBIT A

4044-4152 Lakeland Avenue North, Robbinsdale, MN 55422



EXHIBIT A
4044-4152 Lakeland Avenue North, Robbinsdale, MN 55422



EXHIBIT A

4044-4152 Lakeland Avenue North, Robbinsdale, MN 55422



RFI 20'x40' Tent Layout

1 square = 1 foot

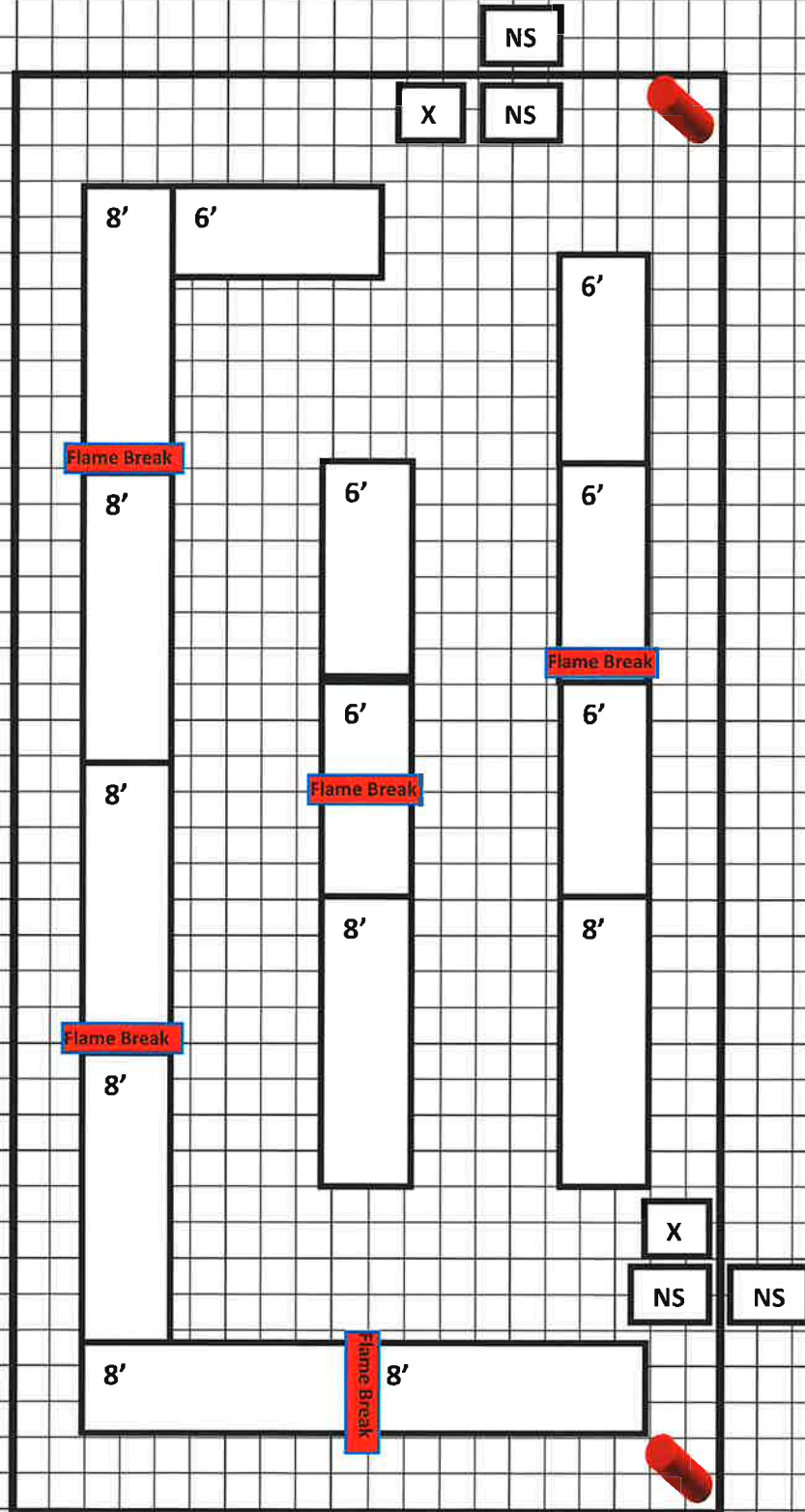
NS = No Smoking Sign

X = Exit Sign

 = Fire Extinguisher

All product displays measure under 6' from ground to top of display

All Flame Breaks extend from base of product display to over 6" above top of product display



RFI 20'x40' Tent Layout

1 square = 1 foot

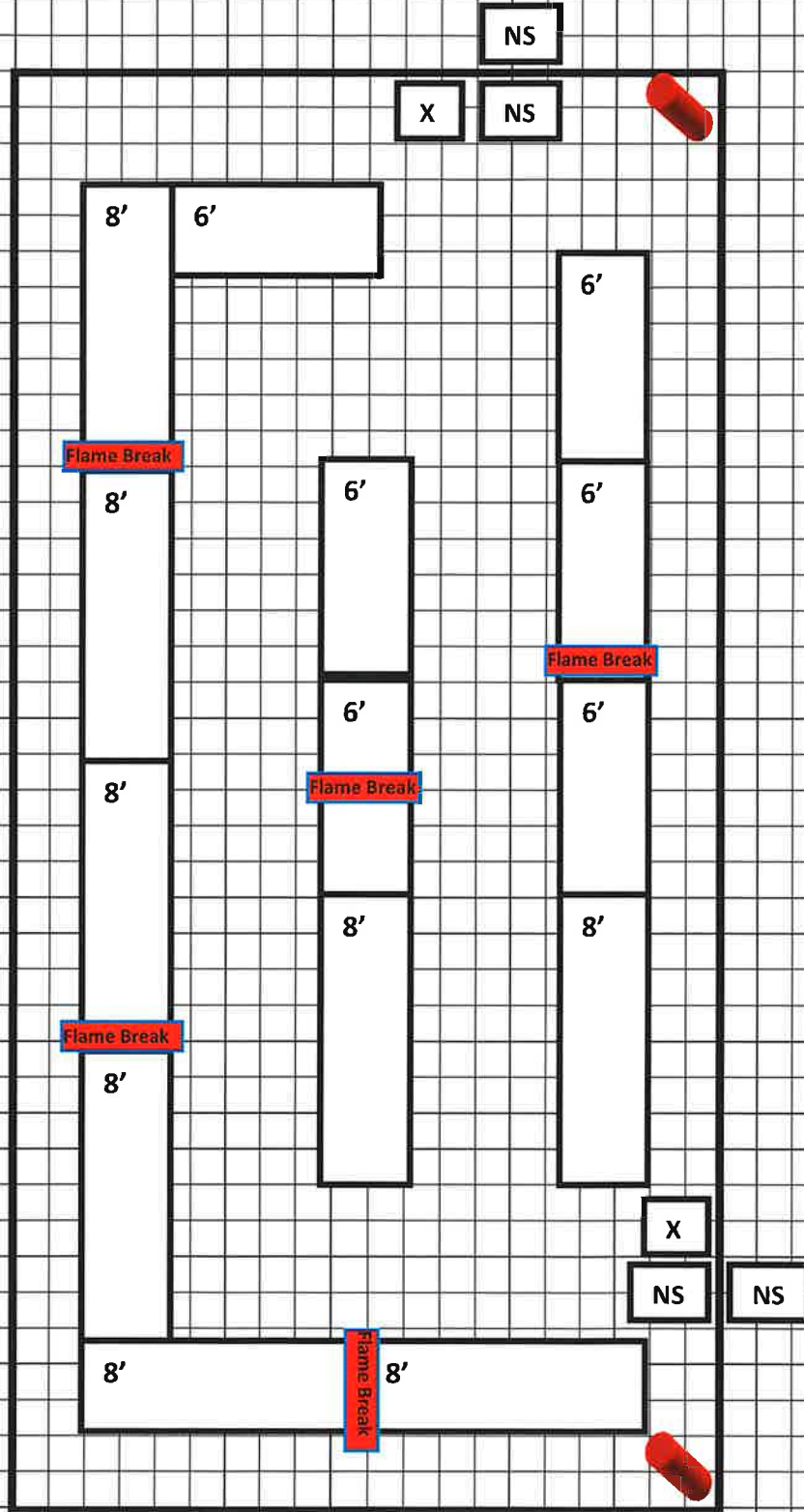
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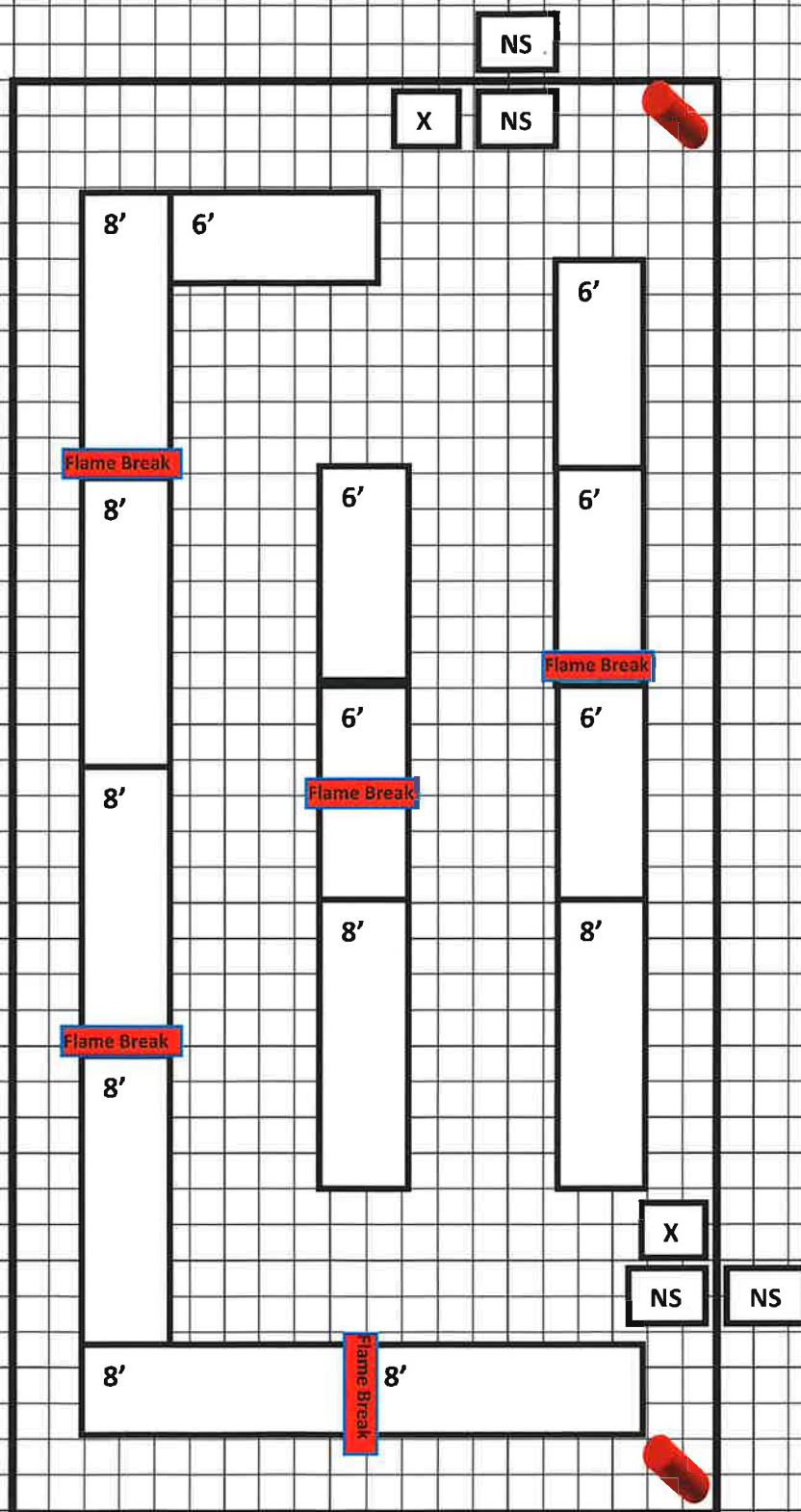
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All product displays measure under 6' from ground to top of display

All Flame Breaks extend from base of product display to over 6" above top of product display





1625 County Road 10 Ste D ♦ Spring Lake Park, MN 55432
Phone: 612-638-7643 ♦ www.renaissancefireworks.com

April 9, 2025

City of Robbinsdale
4100 Lakeview Ave N
Robbinsdale, MN 55422

Re: Conditional Use Permit

To Whom It May Concern:

Renaissance Fireworks, Inc. (RFI) is the largest Minnesota-owned and operated company in the fireworks business. For over 20 years, we have been a part of Minnesota's 4th of July celebrations and run 25-30 retail sites throughout the Twin Cities.

RFI is proposing to operate a temporary retail site at the address: 4044-4152 Lakeland Ave N, Robbinsdale, MN 55422. The site will consist of a sales tent measuring 20 feet by 40 feet and a storage unit measuring 20 feet by 8 feet, the combination of which will utilize 8 parking spaces. The tent will be operated by a minimum of two contracted workers. Lighting is provided by solar/battery-powered LED lights and the tent does not utilize utilities or generators. A list of products that will be sold, MSDS sheets, and flame resistance certificates are attached. The tent will be set up between June 10th, 2025 and June 19th, 2025 and taken down between July 6th, 2025 and July 10th, 2025. The dates of fireworks sales will be from June 20th, 2025 to July 5th, 2025 during the hours of 9 AM and 10 PM.

Thank you.

Sincerely,

Amanda Stone
amanda@serenityventuregroup.com
Cell: 651-308-9326

Exhibit A
4044-4152 Lakeland Ave N, Robbinsdale, MN 55422



Tent measures 20 ft x 40 ft (800 sq ft)

Storage container measures 20 ft x 8 ft (160 sq ft)

Standard parking spaces measure approximately 9 ft by 18 ft (162 sq ft)

$960 \text{ sq ft (needed)} / 162 \text{ sq ft} = 6 \text{ spaces (approx.)}$

We estimate the site will utilize 8 spaces in total, leaving space for movement/operation.

Renaissance Fireworks, Inc. Product List

Current as of February 2025

*products subject to change due to availability.

9.99 BOGO Fountains	Packaging	Units per Case	Case Weight (lbs)
Classic Show	36/1	36	25
Crackling Rose	36/1	36	13
Intrepid Flame	36/1	36	13
Whistling Color Cuckoo	36/1	36	28
19.99 BOGO Fountains	Packaging	Units per Case	Case Weight (lbs)
Bonzai Pipeline	24/1	24	37
Festiva	24/1	24	23
Firefly	24/1	24	29
Fool's Gold	24/1	24	22
Royaltini	24/1	24	24
Sassy Lassie	24/1	24	29
Vision Me	24/1	24	26
29.99 BOGO Fountains	Packaging	Units per Case	Case Weight (lbs)
Breathless	18/1	18	32
Digital Garden	20/1	20	17
Dragon Eyes	20/1	20	17
Fire and Flash	12/1	12	31
Hot Roll	16/1	16	45
Magic In The Garden	18/1	18	36
Mesmerize	24/1	24	32
Picture Perfect	12/1	12	21
Spring Fest	12/1	12	22
39.99 BOGO Fountains	Packaging	Units per Case	Case Weight (lbs)
Fish out Of Water	12/1	12	35
Lemon Chero/Lemon Lime Delight	12/1	12	29
Royal Garden	12/1	12	33
Worlds Highest/Strongest	18/1	18	42
Assortments	Packaging	Units per Case	Case Weight (lbs)
#3 Novelty Assortment	24/1	24	16
All Star Bag/Kids Delight	36/1	36	39
Economy Fountain Tray	16/1	16	32
In The Mixx #5	12/1	12	35
Jumbo Value Fountain Tray	4/1	4	47
Mixx It Up #3	9/1	9	21
Mountains of Fountains	1/1	1	5
Party Bag of Fun	1/1	1	7
Party Bag of Fun and Then Some	1/1	1	9

Super Value Fountain Tray	6/1	6	31
Grab and Go Fountains	Packaging	Units per Case	Case Weight (lbs)
#3 Cone	144/1	144	42
Barrels of Fun	72/2	72	14
Cuckoo	24/6	144	28
HN90 Fountain	18/4	72	15
Jack In The Box	30/6	180	25
Killer Bees	24/4	96	18
Royal/Grand	96/1	96	16
Novelties	Packaging	Units per Case	Case Weight (lbs)
36" Morning Glory	72/6	72	23
5 Assorted Color Smoke Balls	20/6/12	120	40
8" Sparkler	24/12/6	288	12
Crackling Balls	4/48/6	192	18
Flashing Signal	12/24/6	288	34
Ground Bloom Flower	20/12/6	240	28
Jumping Jack	20/48/12	960	22
Magic Whip	48/12	576	30
S Tank	48/1	48	19
Sliders	6/50/12	300	16
Snakes	144/6/6	144	13
Snaps	6/50/50	300	13
Tank with Star	40/12	480	25
Finale Fountains	Packaging	Units per Case	Case Weight (lbs)
Behemoth	9/1	9	39
Botanical Blast	4/1	4	18
Crackle Storm	4/1	4	31
Dark Science	6/1	6	18
Hot Lava - Lava Lamp	6/1	6	25
Impossible Dream	6/1	6	33
National Treasure	6/1	6	31
One Big Fountain	4/1	4	33
One Unbelievable	4/1	4	49
Psychedelic	4/1	4	38
Waking The Deaf	4/1	4	30

RFI 2025

Metal Storage Containers For Use At
Temporary Fireworks Retail Sites

Supplied by Dart Storage



Material Safety Data Sheet
May be used to comply with
OSHA's Hazard Communication Standard,
29 CFR 1910.1200. Standard must be
consulted for specific requirements.

U.S. Department of Labor
Occupational Safety and Health Administration
(Non-Mandatory Form)
Form Approved
OMB No. 1218-0072

IDENTITY (As Used on Label and List)
Common Fireworks (Fireworks 1.4G)
Note: Blank spaces are not permitted. If any item is not applicable, or if
information is available, the space must be marked to indicate the

Section I

Manufacturer's Name	Emergency Telephone Number
Address (Number, Street, City, State, and ZIP Code)	Telephone Number for Information
	Date Prepared
	Signature of Preparer (optional) (optional)

Section II — Hazardous Ingredients/Identity Information

Hazardous Components (Specific Chemical Identity; Common Name(s))	CSHA PEL	ACGIH TLV	Other Limits Recommended	% (opt)
Contains pyrotechnic composition - a solid mixture of oxidizer and fuel that will burn if ignited. These items are classified as 1.4G Explosives by the U.S. Department of Transportation. No Chemical composition is exposed during normal handling and storage.				

Section III — Physical/Chemical Characteristics

Boiling Point	N/A	Specific Gravity (H ₂ O = 1)	N/A
Vapor Pressure (mm Hg.)	N/A	Melting Point	N/A
Vapor Density (AIR = 1)	N/A	Evaporation Rate (Butyl Acetate = 1)	N/A
Solubility in Water Slight			

Appearance and Odor

All Pyrotechnic Composition is contained in a cardboard casing.

Section IV — Fire and Explosion Hazard Data

Flash Point (Method Used)	N/A	Flammable Limits	N/A	LEL	N/A	UEL	N/A
---------------------------	-----	------------------	-----	-----	-----	-----	-----

Extinguishing Media

Flood with water if small amount of fireworks is involved

Special Fire Fighting Procedures

Do not use suffocation methods - devices contain their own oxygen. If a large amount of fireworks are involved, allow them to burn and prevent spread.

Unusual Fire and Explosion Hazards

Fireworks will burn rapidly in the event of fire. of fire

(Reproduce locally)

OSHA 174, Sept. 1985



Section V — Reactivity Data

Stability	Unstable	Conditions to Avoid	Open flames, smoking
	Stable X		

Incompatibility (Materials to Avoid) Exposure to water may cause items to deteriorate.

Hazardous Decomposition or Byproducts

Smoke, nitrogen oxides, and sulfur oxides may be produced in a fire.

Hazardous Polymerization	May Occur	Conditions to Avoid
	Will Not Occur X	

Section VI — Health Hazard Data

Route(s) of Entry: Inhalation? No Skin? Ingestion? No

Health Hazards (Acute and Chronic)

Exposure to finished items does not pose any health hazard.

Carcinogenicity: NTP? No IARC Monographs? No OSHA Regulated? No

Signs and Symptoms of Exposure N/A

Medical Conditions Generally Aggravated by Exposure N/A

Emergency and First Aid Procedures N/A

Section VII — Precautions for Safe Handling and Use

Steps to Be Taken in Case Material is Released or Spilled

No smoking or open flames in vicinity of spilled material. Carefully pick up and place spilled items in cardboard cartons. Sweep up any exposed chemical composition with a natural-fiber brush.

Waste Disposal Method

Precautions to Be Taken in Handling and Storing

Avoid open flames, smoking, and high temperatures (above 120 F.)
Keep shipping cartons cool and dry.

Other Precautions None

Section VIII — Control Measures

Respiratory Protection (Specify Type)

None required when handling finished items.

Ventilation	Local Exhaust	Special
	N/A	N/A
	Mechanical (General)	Other
	N/A	N/A

Protective Gloves None required Eye Protection N/A

Other Protective Clothing or Equipment N/A

Work/Hygienic Practices No smoking in vicinity of fireworks



IMPORTANT DOCUMENT

Certificate of Flame Resistance

REGISTRATION
APPLICATION
NUMBER

F140.1



ISSUED BY

EVANSVILLE, INDIANA 47725

MANUFACTURERS OF THE FINISHED
TENT PRODUCTS DESCRIBED HEREIN

Date of Manufacture

03/25/02

Order Number

350882

This is to certify that the materials described have been flame-retardant treated
(or are inherently nonflammable) and were supplied to:

643490
APRES INC
DBA APRES PARTY RENTAL
7625 CAHILL RD
EDINA MN 55439

Certification is hereby made that:

The articles described on this Certificate have been treated with a flame-retardant approved chemical and that the application of said chemical was done in conformance with California Fire Marshal Code, equal to exceeds NFPA 701, CPAI 84, ULC 109.

The method of the FR chemical application is:

Serial # 8020630C (9)

Description of item certified:

F1 EXP CAT MID CUST 20x10

**Flame Retardant Process Used Will Not Be Removed By
Washing And Is Effective For The Life Of The Fabric**

SNYDER MEG NEW PHILADELPHIA OH
Name of Applicator of Flame Resistant Finish

Signed:

James D. Bruce
TENT DEPARTMENT - ANCHOR INDUSTRIES INC.

IMPORTANT DOCUMENT

Certificate of Flame Resistance

REGISTRATION
APPLICATION
NUMBER

F121.4



ISSUED BY

EVANSVILLE, INDIANA 47725
MANUFACTURERS OF THE FINISHED
TENT PRODUCTS DESCRIBED HEREIN

Date of Shipment

3/17/2006

Tent Identification

04237646

This is to certify that the materials described have been flame-retardant treated
(or are inherently nonflammable) and were supplied to:

643490
APRES INC
DBA APRES PARTY RENTAL
7625 CAHILL RD
EDINA MN 55439

Certification is hereby made that:

The articles described on this Certificate have been treated with a flame-retardant approved chemical and that the application of said chemical was done in conformance with California Fire Marshal Code. All fabric has been tested and passes NFPA 701-99, CPAI 84, ULC 109.

Serial # 8020610C (1)

Description of item certified:

FI CATENARY EXP TOP 20X20
BLUE 1022575A/WHITE 1022505A

**Flame Retardant Process Used Will Not Be Removed By
Washing And Is Effective For The Life Of The Fabric**

JOHN BOYLE STATESVILLE NC

Signed:

SPECIAL EVENTS DIVISION - ANCHOR INDUSTRIES INC.

City of Robbinsdale



Engineering Department

SIGN PERMIT

4100 Lakeview Ave N Robbinsdale, MN 55422 ♦ Phone 763-531-1268 ♦ Fax 763-531-1200 permits@robbinsdalemn.gov

DATE: 2.21.25

PERMIT #: _____

JOB ADDRESS: 4044-4152 Lakeland Ave N

BUSINESS OWNER: Robin Center Partners

ADDRESS: 2550 University Ave N Ste 305-S

CITY/STATE/ZIP: St Paul, MN 55114

PHONE #: 612-603-0321

P/Z APPROVAL: _____

SUBMIT ONE (1) PERMIT APPLICATION PER SIGN.
DO NOT COMBINE SEVERAL SIGNS ON ONE APPLICATION.

- Enter the name of the Contractor who will perform the actual installation of the sign. Enter "SELF" if the business owner is performing the installation and attach the "Property Owner's Affidavit".
- A City License is REQUIRED if someone other than the business owner is performing the installation.

CONTRACTOR NAME: Renaissance Fireworks

CITY LICENSE #: _____

ADDRESS: 1125 City Hwy 10 Ste D

CITY/STATE/ZIP: Spring Lake Park, MN 55432

PHONE #: 612-666-4561

CONTRACT VALUE OF WORK: \$ 0

(COST OF MATERIALS & LABOR)

EMAIL: amanda@serenityventuresgroup.com

TYPE OF SIGN (I.E.; WALL, CANOPY, FREE STANDING...) temporary banner attached to sales tent

CHECK ONE OF THE FOLLOWING: PERMANENT SIGN ☐ TEMPORARY SIGN ☒

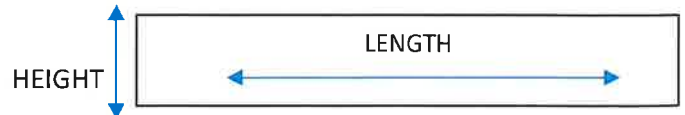
IF THE PROPOSED SIGN IS A TEMPORARY SIGN, DESIGNATE THE DATES OF DISPLAY: 6-20-25 TO 7-5-25

LOCATION OF THE SIGN: Side of sales tent

SUBMIT AS NEEDED A PLAN, AN AS-BUILT SURVEY, DRAWINGS, PHOTOS, ETC. TO CLARIFY THE SPECIFIC LOCATION, DIMENSIONS & GRAPHICS

PROPOSED SIGN DIMENSIONS:

HEIGHT = 1 FT 9 INCHES
LENGTH = 10 FT 0 INCHES



WALL SIGN: DISTANCE OF SIGN FROM STRUCTURE: _____ HOW WILL SIGN BE MOUNTED: _____

FREE STANDING OR MONUMENT SIGN: DESIGNATE HEIGHT FROM GROUND TO TOP OF SIGN: _____ FT _____ IN

PROPOSED SIGN MATERIALS (WOOD, METAL, PLASTIC): vinyl

PROPOSED COLORS OF SIGN: red & yellow

APPLICANT SIGNATURE: [Signature]

PRINT NAME: Mark Lazarchic

612-666-4561 (office)

612-840-3240 (cell)

PERMIT FEES:

PERMANENT SIGN = \$100
TEMPORARY SIGN = \$50

TOTAL FEE: \$ _____



For any further questions or concerns, please contact Rick Pearson at 763-531-1266

PROPERTY OWNER'S AFFIDAVIT WORK PERMIT CERTIFICATION

DATE: _____

I, _____, HEREBY CERTIFY THAT I AM THE PROPERTY OWNER OF
(ADDRESS) _____, AND WILL PERFORM THE
_____ WORK MYSELF.

As a property owner, you are deciding to apply for this permit yourself, you will be acting as the "owner/builder." By taking the permit out yourself, you become the general contractor. You assume all legal liabilities for the job, including permit fees, state surcharges, plan review fees, scheduling inspections and completing the permit process to its end.

PROPERTY OWNER SIGNATURE

PHONE #

EMAIL ADDRESS:



License Agreement

This License Agreement ("**Agreement**") is entered into March 21st, 2025, by and between **Robin Center Partners, LLC**, a Minnesota limited liability company ("**Owner**"), and **Renaissance Fireworks Inc.** a Minnesota business corporation ("**Licensee**").

The following definitions shall have the following meaning:

Premises: That specific parking lot area located at 4044-4152 Lakeland Avenue North, Robbinsdale Minnesota 55422, as shown on **Exhibit "A"** ("**Premises**"). Licensee shall not use the CVS parking lot. Owner reserves the right to request Licensee to relocate their operations to certain locations of the Premises upon reasonable notice. Licensee agrees to use a reasonable amount of space within the boundaries shown on Exhibit A, estimated to be approximately 6 parking spots.

Purposes: Retail sales of fireworks, only. ("**Purposes**"). Licensee shall not use or permit the Premises or any part thereof to be used in violation of any applicable federal, state, county or municipal law, rule, regulation or ordinance. Licensee to comply with any applicable laws and regulations as it pertains to firework distribution, including obtaining any necessary permits from local, city, or other governmental agencies. Furthermore, Licensee or their invitees shall not light or set off any fireworks on or around the Premises.

Term: Commencing on June 10, 2025 ("**Commencement Date**") and until July 10, 2025 ("**Term**"). If the Owner permits Licensee to use the Premises prior to the Commencement Date, such use shall be subject to the provisions of this Agreement, including without limitation, the payment of the Licensee Fee.

License Fee: Payment by Licensee to Owner on or before the Commencement Date of Two Thousand Five Hundred and 00/100 dollars (\$2,500.00) without offset or deduction and in lawful money of the United States ("**License Fee**").

Location for payments if hand delivered or by physical mail:

Robin Center Partners, LLC
c/o Suntide Commercial Realty, Inc.
2550 University Ave W, Suite 305-S
St. Paul, MN 55114

Security Deposit: Licensee shall not be required to pay a deposit or security in conjunction with this Agreement.

Signage: Owner is not providing signage for the Licensee. Licensee's signage shall be Licensee's sole cost. Any signage other than that which is on or in the Licensee's tent or vehicles shall be approved by Owner in advance, which includes but is not limited to sidewalk signage, signage in grass areas/boulevards, or other props.

Trash/Recycling: Licensee shall not use the existing trash and recycling containers on the property; therefore, Licensee shall provide their own receptacles as needed and be responsible for all maintenance and disposal costs associated with Licensee's operations and sales.

In consideration of the mutual covenants and agreements contained herein and payment of the License Fee, Owner grants to Licensee for the Term a license ("**License**") to enter upon and use the Premises for the Purposes only and for no other purpose whatsoever. While making use of the Premises, Licensee shall, at its sole expense, fully and faithfully comply with any and all applicable laws, rules, regulations and ordinances. During the Term, Licensee shall obtain and keep in full force and effect, at its sole expense, commercial general liability insurance with minimum limits of One Million and No/100 Dollars (\$1,000,000.00) per occurrence and general aggregate for bodily injury, personal injury, and property damage. Such insurance shall be endorsed to include Owner and its management entities as additional insureds, shall be primary and noncontributory with any Owner insurance. Prior to Licensee's entry and use of the Premises for the Purposes, Licensee shall deliver to Owner a certificate in form and substance satisfactory to Owner or other evidence satisfactory to Owner evidencing the existence of the insurance required by Owner.

Licensee accepts the Premises, in its "As Is" condition with all faults. During Licensee's normal business hours, Owner may enter the Premises which shall be non-exclusive to Licensee, for any reasonable purpose including but not limited to purposes for repairs, and maintenance. Owner shall not unreasonably interfere with Licensee's operations when accessing the Premises.

This License is revocable, with five (5) calendar days after delivery of written notice, and upon breach of any of the terms of this Agreement not being properly cured by that specific party in default ("**Revocation**").

Notice of Revocation or Termination shall be in writing. Notice shall be effective when personally delivered, sent via email, or 48 hours after deposit in the mail if mailed. If mailed, the notice shall be sent first class mail, postage pre-paid, addressed to the party at the address set forth below the signature line for that party. Notwithstanding the Revocation or Termination of the License, Licensee shall continue to remain liable for any obligations imposed on Licensee by this Agreement and for the breach by Licensee or its agents, contractors, employees, licensees or invitees of any term or provision of this Agreement. In the event of damage or destruction to the Building or Premises which, in the opinion of Owner makes continuation of this Agreement impractical, then this Agreement may be terminated immediately by Owner effective upon receipt by licensee of written notice.

Owner shall be responsible for all operating costs, including taxes, however, Licensee shall be responsible for electricity/power, their own water supply, and trash/recycling serving only Licensee's operations. **Licensee agrees to keep the Premises in a clean, neat and orderly condition.**

Licensee shall defend, with counsel reasonably satisfactory to Owner, and shall indemnify and hold harmless Owner and Owner's officers, directors, shareholders, agents, members, managers, employees, partners, successors, and assigns (for purposes of this paragraph Owner and Owner's officers, directors, shareholders, agents, members, managers, employees, partners, successors, and assigns are collectively referred to as "**Owner**") from and against any theft or damages to property of Licensee stored in the Premises, losses, claims, liens, expenses, liabilities, injuries, and other expenses of any nature whatsoever, including reasonable attorney's fees and costs, relating to or arising from Licensee's use or maintenance of the Premises, or from any activity, work or thing done, permitted or suffered by Licensee in or about the Premises, or arising or resulting from any breach or default by Licensee of its obligations under this Agreement. Licensee, as a material part of the consideration given to Owner, assumes all risk of damage to property or injury to persons in, upon or about the Premises from any cause whatsoever, other than as a result of Owner's gross negligence or willful misconduct, and Licensee waives all claims in respect thereof against Owner and releases Owner of all such claims. The covenants contained in this paragraph shall survive the expiration or earlier termination of this Agreement.

The rights granted herein to Licensee are personal to Licensee and shall not be assigned or transferred by Licensee.

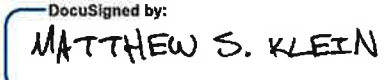
This Agreement supersedes any other previous or contemporaneous agreement or understanding between the parties with respect to the subject matter herein and contains the entire understanding between the parties with respect to the subject matters herein. In the event that Owner transfers the real property of which the Premises are a part or any interest therein including the Premises, or is otherwise divested thereof, then the rights of Owner under this Agreement shall pass to Owner's successor. If any party institutes an action or proceeding to enforce this Agreement as against any other party thereto, the losing party shall pay to the prevailing party the attorney's fees and cost incurred by the prevailing party in such action or proceeding. This Agreement shall inure to the benefit of and be binding upon the successors and assigns of the parties hereto. Should any action or other proceeding or arbitration arise regarding the enforcement or interpretation of this Agreement, it shall take place in the County in which the Premises are located subject to the laws of the State of Minnesota.

OWNER:

Robin Center Partners, LLC
a Minnesota limited liability company

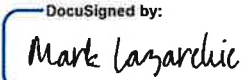
LICENSEE:

Renaissance Fireworks Inc.
a Minnesota business corporation

By: 
F47ECF0F20654D6...

Name: MATTHEW S. KLEIN

Its: Partner

By: 
EF526417EDB744F...

Name: Mark Lazarchic

Its: CEO

Address for Notices:

Robin Center Partners, LLC
c/o Suntide Commercial Realty, Inc.
2550 University Avenue West, Suite 305-S
St. Paul, MN 55114
Phone: 612-603-0321
Email: Cneve@suntide.com

Address for Notices:

Mark Lazarchic
1625 County Highway 10
Spring Lake Park, MN 55432
Phone: (651) 840-3240
Email: Mark@serenityventuregroup.com

EXHIBIT A

4044-4152 Lakeland Avenue North, Robbinsdale, MN 55422





Date Reviewed:	04-24-2025	Project Address	Robin Center Partners, LLC 4044-4152 Lakeland Avenue N. Robbinsdale, MN 55422
Permit #	RB2025-304	Contractor/Applicant	Renaissance Fireworks, Inc. 1625 County Highway 10. Ste. D. Spring Lake Park, MN 55114
Inspections Contact:	Scheduling 763-331-7722 or inspections@rumrivercc.com		

SCOPE of WORK: Set up of Temporary Tent & Storage for Retail of Legal MN Fireworks.

The plans and specifications for the project named above have been reviewed for substantial compliance with the current Minnesota State Building Code. This review is limited to the submitted scope of work; is based upon the supposition that the data on which the design is based, are correct; and that the necessary legal authority has been obtained to construct the project. Although every attempt has been made to identify code issues or concerns for proper and necessary change, the project designer(s), the building contractor(s) and the property owner(s) are ultimately responsible for providing complete code compliance and maintaining minimum construction standards for the safeguarding of life or limb, health, public welfare and property while constructing this project.

The following information is related to the submitted plans/scope as general information and/or code compliance requirements. Compliance with the stated requirements shall be verified during the construction process.

Review Information:

- Aisles shall have a minimum clear width of 48 inches. The required width of aisles shall be maintained unobstructed at all times when the facility is occupied by the public.
- The means of egress, including the exit discharge, shall be illuminated whenever the facility is occupied in accordance with the MSFC. Emergency lighting shall be provided for retail facilities and stores and shall comply with the MSFC. Emergency lighting shall not be required to be illuminated in tents or stands that are not open for business after dusk or in temporary consumer fireworks retail sales stands where the interior is not accessible to the public.
- Egress doors shall be not less than 36 inches in width (providing a minimum of 32 inch clear width). Every egress door that has a latching device shall be provided with panic hardware. Means of egress doors shall be of the side-hinge swinging type and shall be arranged to swing in the direction of egress travel.
- Exits shall be marked by an approved exit sign in accordance with the Minnesota State Fire Code (MSFC). Exit signs shall be required to be self-luminous or internally or externally illuminated. Exit signs shall not be required to be illuminated in tents or stands that are not open for business after dusk or in temporary consumer fireworks retail sales stands where the interior is not accessible to the public.

- e. Fireworks sales shall have no fewer than two portable fire extinguishers with a minimum rating of 2A, at least one of which shall be of the pressurized water type.
- f. Portable fire extinguishers shall be provided as required for extra (high) hazard occupancy in accordance with NFPA 10, Standard for Portable Fire Extinguishers (2016 Edition). Portable fire extinguishers for permanent consumer fireworks retail sales facilities and stores shall be located so that the maximum distance of travel required to reach an extinguisher from any point does not exceed 75 ft, as specified in NFPA 10.
- g. To provide for visual access of the retail sales area by the employees and customers, partitions, counters, shelving, cases, and similar space dividers shall not exceed 6 feet in height above the floor surface inside the perimeter of the retail sales area. Merchandise on display or located on shelves or counters or other fixtures shall not be displayed to a height greater than 6 ft above the floor surface within the retail area. Where located along the perimeter of the consumer fireworks retail sales area, the maximum height of sales displays shall be limited to 12 feet.
- h. Smoking shall not be permitted inside or within 50 feet of the retail area. At least one sign that reads as follows, in letters at least 2 inches high on a contrasting background shall be conspicuously posted at each entrance or within 10 feet of every aisle directly serving the retail area in a store: FIREWORKS — NO SMOKING
- i. Shelving or other surfaces used to support fireworks display merchandise shall be permitted to have not more than 10 percent of the area of the shelf contain holes or other openings. The 10 percent limitation on the area of holes or other openings in the shelf used to support fireworks display merchandise shall not be applicable under the following conditions:
 - (1) Where both of the facing vertical surfaces of the abutting display fixtures are constructed of perforated hardboard panels not less than ¼ in. (6 mm) thick and separated from each other by an open space not less than 1½ in. (38 mm) wide.
 - (2) Where such merchandise is suspended from or fastened to the shelf or surface or is displayed as packaged merchandise on the surface or in bins.
- j. CFRS facilities and stores shall be secured when unoccupied and not open for business, unless fireworks are not kept in the facility during such times. The fireworks displayed or stored in a retail facility or store shall be allowed to be removed and transferred to a temporary storage structure or location. Fireworks shall not be ignited, discharged, or otherwise used within 300 feet of a CFRS facility or store.
- k. CFRS areas and storage rooms shall be kept free of accumulations of debris and rubbish. Any loose pyrotechnic composition shall be removed immediately. Vacuum cleaners or other mechanical cleaning devices shall not be used. Brooms, brushes, and dustpans used to sweep up any loose powder or dust shall be made of non-sparking materials. Consumer fireworks devices that are damaged shall be removed and not offered for sale. Damaged consumer fireworks shall be permitted to be returned to the dealer or shall be disposed of according to the manufacturer's instructions.
- l. All personnel handling consumer fireworks shall receive safety training related to the performance of their duties. Any person selling consumer fireworks shall not knowingly sell consumer fireworks to any person who is obviously under the influence of alcohol or drugs.
- m. The area located within 30 feet of a consumer fireworks retail sales facility shall be kept free of accumulated dry grass, dry brush and combustible debris.
- n. Storage of combustible materials shall be orderly. Storage shall be separated from heaters or other ignition sources in an approved manner such that ignition cannot occur [MSFC (20) Section 315.3].
- o. Minnesota Rule 5200.0910(b) states: No minor under the age of 18 shall be employed in or about any place where explosives or pyrotechnics are manufactured, stored, handled or fired.

General Information:

- a. Construction or work shall be inspected in accordance with the requirements of Minnesota Rule 1300.0210.
- b. It is the responsibility of the contractor/installer to contact the Department of Building Safety, when ready to schedule an inspection, at (763) 331-7722 between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday.
- c. The approved permit and all related plans and documentation shall be on site and available to the inspector at the time of inspection.
- d. Failure to provide the required documentation to the inspector at the time of inspection may result in a cancelation of the inspection and additional inspections fees for the additional inspection(s).
- e. The field inspector may identify additional code requirements.

Required Inspections:

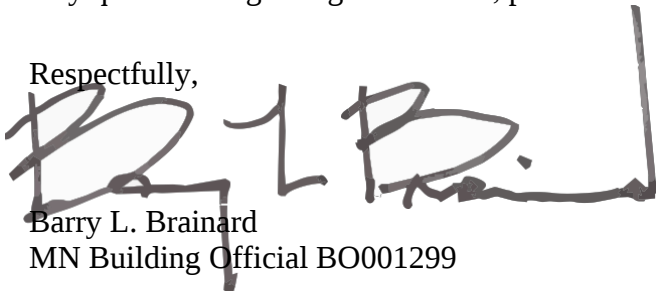
- a. Pre-operation inspection.
- b. Operating Inspection.
- c. Final removal inspection.

Applicable Codes:

- a. 2003 National Fire Protection Agency (NFPA) 1124.
- b. 2020 Minnesota Fire Code (MFC) (2018 IFC as amended)

Any questions regarding this review, please contact me at: barry@rumrivercc.com

Respectfully,

A handwritten signature in dark ink, appearing to read 'Barry L. Brainard', with a long vertical line extending upwards from the end of the signature.

Barry L. Brainard
MN Building Official BO001299

Cc: Municipal Property File

City of Robbinsdale

Public Hearing Notice

NOTICE IS HEREBY GIVEN that there will be a meeting of the Planning Commission of the City of Robbinsdale, Minnesota on **Thursday, May 15th, 2025, at 7:00 p.m.** for consideration of a Conditional Use Permit at 4050 Lakeland Ave N to allow the temporary use of outdoor sales. The meeting will be held in the City Council Chambers at Robbinsdale City Hall, 4100 Lakeview Ave. N, Robbinsdale MN 55422.

Any and all persons desiring to be heard shall be given an opportunity at the above stated time. Residents seeking further information on the public hearing should contact Assistant Planner Will Bucheger at 763-531-1269 or wbucheger@robbinsdalemn.gov.

By: Will Bucheger, Assistant Planner

Publish dates: May 1st, 2025

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 3rd day of June, 2025.

RESOLUTION NO. 25

A RESOLUTION APPROVING THE CONDITIONAL USE PERMIT FOR AN OUTDOOR SERVICE FIREWORKS STAND AT 4050 LAKELAND AVENUE N

WHEREAS, Robin Center Partners, LLC, the property owner of 4050 Lakeland Ave N, and Renaissance Fireworks have applied for a conditional use permit (CUP) to secure approval from the Robbinsdale City Council to operate a temporary retail fireworks stand under tent, in the parking lot of said property, and such use is a permitted use in B3 and B4 zoned property with a city council approved CUP, and

WHEREAS, a complete application was submitted and reviewed by the city including necessary fire permit operational reviews, zoning review, and sign permits for this temporary use, and staff recommend conditional approval, and

WHEREAS, the May 15, 2025 Robbinsdale Planning Commission held a public hearing on the matter, and unanimously recommended city council approval of the CUP with a few conditions.

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Robbinsdale, Minnesota, that a conditional use permit is approved for an outdoor service fireworks stand at 4050 Lakeland Ave N with the following conditions:

1. The applicant will meet all the requirements set forth in Fire Permit RB2025-397.
2. The CUP is only valid between the dates of June 10, 2025- July 10, 2025.

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 3RD DAY OF JUNE, 2025.

Bradley Sutton, Mayor

Attest:

Chase Peterson-Etem, City Clerk

TO: Mayor and City Council

PREPARED BY:

APPROVED BY: Tim Sandvik, City Manager

DATE: June 3, 2025

RE: First Reading of an Ordinance related to Camping on City Property

Background:

At a recent work session, the City Council discussed updating Ordinance to include language related to Camping on City owned property, streets, or public right-of-way.

Analysis:

Council and staff were in agreement that the discussion is first and foremost directed by the priority of safety of individuals, including those who may be unhoused. To start the conversation, staff will present two attached items - first, a Memo from Chief Foley, and then RPD Policy 428.

The ordinance is made available from a recent update to legal and jurisdictional authority. Last year, the U.S. Supreme Court issued a decision upholding a city ordinance that banned camping on public land. *City of Grants Pass, Oregon v. Johnson, et al.*, 603 U.S. 520 (2024). In the *Grants Pass* case, persons experiencing homelessness alleged that the city's ordinance violated the Cruel and Unusual Punishment Clause of the U.S. Constitution's Eighth Amendment. The Court upheld the ordinance, finding that the city was permissibly (and neutrally) regulating behavior rather than criminalizing the status of people experiencing homelessness. Thus, cities have authority to regulate behavior in public places, like overnight camping. An ordinance should prohibit conduct rather than focus on the status of individuals.

Recommendation:

Staff recommends that the City Council hold a first reading of an Ordinance Amending Section 930 of the Robbinsdale City Code Relating to Camping on Public Property.

Attachments:

1. Ord XXXX Camping on City Property
2. RPD Policy 428
3. Unhoused Police Response - Memo from RPD 6.3.25

Member _____ moved and Member _____ seconded a motion that the following ordinance, which was given its first reading on _____, 2025 be given its second reading on this ____ day of _____, 2025, and that it be adopted.

ORDINANCE NO. _____

**AN ORDINANCE AMENDING SECTION 930 OF THE ROBBINSDALE CITY CODE
RELATING TO CAMPING ON PUBLIC PROPERTY**

THE CITY OF ROBBINSDALE DOES ORDAIN THAT:

Section 1– That Robbinsdale City Code Section 930.01 is hereby amended by inserting the underlined language as follows:

930.01. Camping on City Property.

No person shall set up, or remain in, any tent, lean-to, shack or temporary shelter or any house trailer, camp trailer, camp wagon, or the like, upon any City-owned property, street, or public right-of-way. Any such items or personal property related to those items may be removed or cleaned up by the City or its designated contractors.

Section 2. Summary. That the following summary clearly informs the public of the intent and effect of the ordinance and is approved for publication: “The purpose of this ordinance is to update and clarify the existing sections of City Code regulating the occurrence of false alarm calls.”

Section 4. This Ordinance shall be effective immediately upon its passage and publication.

First Reading: YEAS:
 NAYS:

Second Reading: YEAS:
 NAYS:

PASSED AND ADOPTED BY THE CITY COUNCIL THIS ____ DAY OF _____,
2025

Brad Sutton, Mayor

ATTEST:

Chase Peterson-Etem, City Clerk

Homeless Persons

428.1 PURPOSE AND SCOPE

The purpose of this policy is to ensure that personnel understand the needs and rights of the homeless and to establish procedures to guide officers during all contacts with the homeless, whether consensual or for enforcement purposes. The Robbinsdale Police Department recognizes that members of the homeless community are often in need of special protection and services. The Robbinsdale Police Department will address these needs in balance with the overall missions of this department. Therefore, officers will consider the following policy when serving the homeless community.

428.2 POLICY

It is the policy of the Robbinsdale Police Department to provide law enforcement services to all members of the community while protecting the rights, dignity and private property of the homeless. Homelessness is not a crime and members of this department will not use homelessness solely as a basis for detention or law enforcement action.

428.3 FIELD CONTACTS

Officers are encouraged to contact the homeless for purposes of rendering aid, support and for community-oriented policing purposes. Nothing in this policy is meant to dissuade an officer from taking reasonable enforcement action when facts support a reasonable suspicion of criminal activity. However, when encountering a homeless person who has committed a non-violent misdemeanor and continued freedom is not likely to result in a continuation of the offense or a breach of the peace, officers are encouraged to consider long-term solutions to problems that may relate to the homeless, such as shelter referrals and counseling in lieu of physical arrest. Officers should provide homeless persons with resource and assistance information whenever it is reasonably apparent such services may be appropriate.

428.3.1 OTHER CONSIDERATIONS

Homeless members of the community will receive the same level and quality of service provided to other members of our community. The fact that a victim or witness is homeless can, however, require special considerations for a successful investigation and prosecution. Officers should consider the following when handling investigations involving homeless victims, witnesses or suspects:

- (a) Documenting alternate contact information. This may include obtaining addresses and telephone numbers of relatives and friends.
- (b) Document places the homeless person may frequent.
- (c) Provide homeless victims with victim/witness resources when appropriate.
- (d) Obtain statements from all available witnesses in the event a homeless victim is unavailable for a court appearance.

Robbinsdale Police Department

Policy Manual

Policy Manual

Homeless Persons

- (e) Consider whether the person may be a dependent adult or elder and if so proceed in accordance with the Adult Abuse Policy.
- (f) Arrange for transportation for investigation-related matters, such as medical exams and court appearances.
- (g) Consider whether a crime should be reported and submitted for prosecution even when a homeless victim indicates he/she does not desire prosecution.

428.4 PERSONAL PROPERTY

The personal property of homeless persons must not be treated differently than the property of other members of the public. Officers should use reasonable care when handling, collecting and retaining the personal property of homeless persons and should not destroy or discard the personal property of a homeless person.

When a homeless person is arrested or otherwise removed from a public place, officers should make reasonable accommodations to permit the person to lawfully secure his/her personal property. Otherwise, the arrestee's personal property should be collected for safekeeping. If the arrestee has more personal property than can reasonably be collected and transported by the officer, a supervisor should be consulted. The property should be photographed and measures should be taken to remove or secure the property. It will be the supervisor's responsibility to coordinate the removal and safekeeping of the property.

Officers should not conduct or assist in clean-up operations of belongings that reasonably appear to be the property of homeless persons without the prior authorization of a supervisor.

Officers who encounter unattended encampments, bedding or other personal property in public areas that reasonably appears to belong to a homeless person should not remove or destroy such property and should inform a supervisor. If such property appears to involve a trespass, blight to the community or is the subject of a complaint.

428.5 MENTAL ILLNESSES AND MENTAL IMPAIRMENTS

Some homeless persons may suffer from a mental illness or a mental impairment. Officers shall not detain a homeless person under a 72-hour emergency medical hold unless facts and circumstances warrant such a detention.

428.6 ECOLOGICAL ISSUES

Sometimes homeless encampments can affect the ecology and natural resources of the community and may involve criminal offenses beyond mere littering. Officers are encouraged to notify other appropriate agencies or departments when a significant impact to the environment has or is likely to occur. Significant impacts to the environment may warrant a crime report, investigation, supporting photographs and supervisor notification.

**ROBBINSDALE
POLICE DEPARTMENT**



Memo

Date: 05-29-2025

To: Tim Sandvik

Cc: Mayor Sutton, Council Members Blackledge, Parisian, Greenberg and Wagner

From: Chief Patrick Foley

RE: **Unhoused individuals Police Response**

Policy 428 outlines the Robbinsdale Police Department's approach when interacting with unhoused or homeless individuals. Officers are expected to engage with compassion and respect, working to understand the individual's circumstances and identify any needed resources or support services. The goal is to find constructive, helpful solutions tailored to the person's situation.

If criminal activity is observed, officers will respond appropriately, using discretion and professionalism as the situation requires.

During or after the encounter, officers will connect with the department's embedded social worker to ensure follow-up support. This collaboration helps ensure individuals are aware of available services and receive assistance that meets their specific needs.

The Robbinsdale Police Department and the City of Robbinsdale are committed to assisting those in need by guiding them toward meaningful, effective support and long-term stability.

Resources for the City Website:

[Hennepin Waypoint | Hennepin County](#)

Where to find free and low-cost community resources near you

[Resources for youth | Hennepin County](#)

[Help for unsheltered homelessness | Hennepin County](#)

Streets to Housing Program Referral and Information

[Youth Services Network](#)

Helping youth find shelter & services

[Cope: mobile crisis response | Hennepin County](#)

Mental Health and Community Crisis Response

ROBBINSDALE POLICE DEPARTMENT

Robbinsdale Police & Hennepin County Embedded Social Worker Partnership:

General Overview:

Officers encounter someone who could benefit from assistance from the Embedded Social Worker (ESW).

Officers notify the ESW who provides outreach to the client, collaborates with other County programs for referrals, or connects with services the client is already working with.

The ESW is notified each time officers encounter the client in the community for continued service and follow-up.

Resources can be offered to the client by officers and the ESW. All outreach services are voluntary to the client.

Success Story:

Last summer officers were called to assist a gentleman living in a broken-down car with his 2 dogs. After hearing his story, they referred the client to the ESW who met with the client to see how best to support him. The ESW was able to connect him to services through the county such as the VA, Streets to Housing, and the Animal Humane Society. In a few short months, the client was able to receive housing along with his 2 dogs, get reconnected to his VA services and benefits, and has had steady housing for 9 months.

Another way the department has worked on removing barriers for clients, is by providing transportation to shelters if the client doesn't have any other way to get there. There is a lot that happens behind the scenes of what the community sees, but the partnership between the police department and the county has been beneficial to providing services to many of those we have come in contact with.

How can I get involved?

Here are some local resources if you're looking to make a difference in your community through donating or volunteering

[PRISM - Providing Dignity of Services in the Twin Cities Metro](#)

[NEAR Food Shelf](#)

Robbinsdale Winter Coat Drive

Crime Prevention

[Help the Needy, Serve the Poor | Sharing & Caring Hands | MN](#)

[10th Annual Beds & Bluegrass Fundraiser | My Very Own Bed](#)

[The Salvation Army Thrift Stores | Find a Dropoff Location](#)

[Hennepin County Continuum of Care | Hennepin County](#)

ROBBINSDALE POLICE DEPARTMENT

A couple videos to share if interested regarding unhoused/homelessness in Hennepin County:

[Introduction to the Hennepin County Coordinated Entry System](#)

[Streets to Housing](#)

[Can We End Homelessness? Hennepin County Shows How](#)



TO: Mayor and City Council
PREPARED BY: Chase Peterson-Etem, City Clerk/Assistant to City Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: June 3, 2025
RE: Voucher Requests Pending Approval for Disbursement

Background:

The check register dated 6/3/25 reflects the voucher requests pending approval for disbursement.

The check register dated 521/25 through 6/3/25 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 6/3/2025.

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: June 3, 2025
RE: Set Upcoming Special Work Session to tour the Public Works Facility

Background:

The Council had previously expressed interest in scheduling a Special Work Session to tour the Public Works Facility. Ultimately, the previously scheduled tour was canceled. However, since this is still a desire of the Council, staff is asking the Council to reschedule a Special Work Session for this same purpose. This tour will allow the Council to familiarize themselves with the site, and to help be prepared for future discussions.

Analysis:

Staff recommends that the Council set a Special Work Session for the purpose of touring the Public Works Facility on Tuesday, June 17, 2025, 6 p.m., at 4601 Toledo Ave. N., Robbinsdale, MN 55422.

Recommendation:

Motion to set a Special Work Session for Tuesday, June 17, 2025, at 6 p.m., to be located at 4601 Toledo Ave. N., Robbinsdale, MN 55422.

Attachments:

None