

AGENDA

1. CITY COUNCIL WORK SESSION CALLED TO ORDER
2. ROLL CALL: Blackledge, Greenberg, Parisian, Wagner, Mayor Sutton
3. DISCUSSION
 - A. Preliminary Discussion on 2026 Budget
 - B. Parks Naming Policy
4. STAFF UPDATES
 - A. Bassett Creek Watershed 10-Year Plan Update - McCoy
5. COUNCIL UPDATES
 - A. Commission Application Process
 - B. Comprehensive List of Recent and Proposed Proclamations
6. ADJOURNMENT



TO: Mayor and City Council
PREPARED BY: Tim Sandvik, City Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: June 10, 2025
RE: Preliminary Discussion on 2026 Budget

Background:

Over the last couple months, the City Manager has encouraged the City Council to envision what a "successful budget" might look like. While this may look different to the five individual members, the goal is to build a budget through the consensus making process, and ensure what is preliminarily approved in September and fully approved in December, has full backing of the Council.

Analysis:

Different Councils hold this conversation in different ways - what might be one extreme is declaring a year-to-year increase (percentage) with the opposite extreme being Council review each fund line by line. Staff is not in favor of either for a few reasons. Primarily, the budget is arguably the most complicated and difficult set of decisions the Council makes on an annual basis, so the group should have confidence in what is ultimately approved. Additionally, it is not realistic for Council to be involved in what kind of xerox paper City Hall uses; rather, the charge should be that staff understand the priorities and desires (philosophical and actionable) of the Council to prepare a budget and execute on day to day operations.

Attached to this item is the Council item from December 2024, approving the 2025 budget. Staff will call out certain items to highlight the process, and request direction as we go forward. While the Capital Improvement Plan (CIP) and Utility Fee discussion will come this fall, staff will highlight how those two areas of budgeting/spending may affect the annual levy.

Recommendation:

Staff will introduce the item, and be available for Council questions, comments, and concerns, with the goal of some direction to start to prepare a 2026 budget proposal.

Attachments:

1. 2025 ADOPTED CITY OF ROBBINSDALE BUDGET



TO: Mayor and City Council
PREPARED BY: Diaan Tahoun, Finance Director
APPROVED BY: Tim Sandvik, City Manager
DATE: December 3, 2024
RE: Budget Memo Adopting 2025 Final Levy and Budget

Background:

The City Council held budget workshops in September, October, and November to review the Proposed 2025 Budget. The City Council adopted a proposed City property tax levy for 2025 of \$10,998,143 and a proposed HRA Property Tax Levy for 2025 of \$334,832 at its September 17, 2024, meeting. The County sent notices to the owner of record, stating the amount of the proposed 2025 levy along with the previous year's levy.

Analysis:

The Council is requested to adopt the attached resolutions approving the final 2025 budget and property tax levies. The Council cannot increase the proposed general fund property tax levy, which was adopted at the September 17, 2024, City Council Meeting. However, a lesser amount may be adopted for final certification to the County Auditor with options shown in Exhibit 1. To put the property tax levy options in perspective for the average residential home, a 1% decrease in the levy would save the taxpayer \$15.16 over the course of the year. It would increase the budgeted general fund deficit from (\$503,145) to (\$591,154).

The recommended final tax levy amount for the City general fund property tax levy is 2% lower than the preliminary levy that was approved in September. The recommended levy increases the City's tax rate to 55.89%, which gets it back in line with our recent history. The goal would be to keep this rate consistent to stabilize the fiscal disparities distribution. The 55.89% puts the City's tax rate in line with our neighbors shown in Exhibit 2.

Recommendation:

- By motion, waive the reading and order the adoption of the resolution adopting the 2025 Final City Property Tax Levy in the amount of \$10,822,124 and ordering its certification to the Hennepin County Auditor (shown as Exhibit 3).
- By motion, waive the reading and order the adoption of the resolution adopting the 2025 Final Budget and Committing Fund Balance (shown as Exhibit 4).
- By motion, waive the reading and order the adoption of the resolution adopting the 2025 Final HRA Property Tax Levy in the amount of \$334,832 and ordering its certification to the Hennepin County Auditor (shown as Exhibit 5).

Attachments:

1. Tax Rate Example 2025 vs 2024 8.14.24
2. Property Tax Levy History Cities
3. Budget Memo Adopting 2025 Final Levy and Budget Exhibit 3
4. Budget Memo Adopting 2025 Final Levy and Budget Exhibit 4

5. Budget Memo Adopting 2025 Final Levy and Budget
6. Budget Memo Adopting 2025 Final Levy and Budget Exhibit 5
7. 2025 GF reports

City of Robbinsdale

2025 Property Tax Levy Options
 Estimated Tax Rate Calculation for 2025
 See Table Below for Option Explanations

Exhibit 1

	Compare 2024 Actual to 2025	Option 1 No Change City Levy Full Debt Service 2025	Option 2 6% Increase on 2024 City GF Levy 2025	Option 3 7% Increase on 2024 City GF Levy 2025	Proposed Levy Option 4 8% Increase on 2024 City GF Levy 2025	Option 5 10% Increase on 2024 City GF Levy 2025	Option 6 12% Increase on 2024 City GF Levy 2025
General Fund	880,088	\$8,800,883	\$9,328,936	\$9,416,945	\$9,504,954	\$9,680,971	\$9,856,989
Debt service	549,285	1,317,170	1,317,170	1,317,170	1,317,170	1,317,170	1,317,170
Net tax capacity levy	1,429,373	9,568,768	10,646,106	10,734,115	10,822,124	10,998,141	11,174,159
Market value debt service levy	-	0	0	0	0	0	0
Certified Levy - City	1,729,114	9,269,027	10,646,106	10,734,115	10,822,124	10,998,141	11,174,159
HRA Levy	11,703	323,129	334,832	334,832	334,832	334,832	334,832
Total Levy	\$1,740,817	\$9,592,156	\$10,980,938	\$11,068,947	\$11,156,956	\$11,332,973	\$11,508,991
Net Change	1,740,817						
Percent Levy change from 2024		8.97%	14.48%	15.40%	16.31%	18.15%	19.98%
Fiscal Disparity Increase	171,414	-1.79%	-1.79%	-1.79%	-1.79%	-1.79%	-1.79%
Percent Total Levy change from 2024		7.19%	12.69%	13.61%	14.53%	16.36%	18.20%
Net Change after Fiscal Disparities	1,569,403	1,522.29	1,613.23	1,628.39	1,643.55	1,673.86	1,704.18
Estimated Tax Burden on Average Home 2025 = \$296,100, 2024 = 290,000 Increase = 2.10%							
Estimated Change in Tax		128.90	219.85	235.00	250.16	280.48	310.79
Estimated Change in Tax Amount per Month		10.74	18.32	19.58	20.85	23.37	25.90
Change in Tax per \$100,000 is approximately =		(1,207.216)	(679.163)	(591.154)	(503.145)	(327.127)	(151.110)
General Fund Deficit/Use of Reserves		51.65%	54.83%	55.36%	55.89%	56.96%	58.02%
Estimated City Tax Rate	47.935%						

Option 1 = General Fund Tax Levy stays the same as 2024, includes all debt service levies.
 Option 2 = General Fund tax levy increases by 6% of GF 2024 levy in the amount of \$528,053
 Option 3 = General Fund tax levy increases by 7% of GF 2024 levy in the amount of \$616,062
 Option 4 = General Fund tax levy increases by 8% of GF 2024 levy in the amount of \$704,071
 Option 5 = General Fund tax levy increases by 10% of total 2024 levy in the amount of \$880,088
 Option 6 = General Fund tax levy increases by 12% of total 2024 levy in the amount of \$1,056,106

Property Tax Levy History

Exhibit 2

Percent Certified Levy - City change from Prior Year

	2019	2020	2021	2022	2023	2024	2025
City of Robbinsdale Population		14,986					
Certified Levy - City	6,792,266	7,193,873	7,795,245	8,376,849	9,269,027	9,568,768	10,822,124
Percent Certified Levy	10.44%	5.91%	8.36%	7.46%	10.65%	3.23%	13.10%
City Change from Prior Year							
Levy per Population	453.24	480.04	520.17	558.98	618.51	629.69	722.15
Tax Rate	49.416%	46.143%	50.592%	49.723%	48.265%	47.935%	55.894%

City of Crystal Population		22,791					
Certified Levy - City	11,060,388	12,084,672	12,837,587	13,519,480	14,826,680	16,322,730	18,981,674
Percent Certified Levy	4.07%	9.26%	6.23%	5.31%	9.67%	10.09%	16.29%
City Change from Prior Year							
Levy per Population	485.30	530.24	563.27	593.19	650.55	716.19	832.86
Tax Rate	47.55%	46.785%	48.371%	46.317%	46.429%	48.425%	58.061%

City of New Hope Population		21,552					
Certified Levy - City	15,001,610	16,496,716	17,052,601	17,814,011	18,615,466	19,615,502	20,988,746
Percent Certified Levy	18.00%	9.97%	3.37%	4.47%	4.50%	5.37%	7.00%
City Change from Prior Year							
Levy per Population	696.07	765.44	791.23	826.56	863.75	910.15	973.87
Tax Rate	66.598%	64.721%	62.596%	62.826%	57.162%	58.341%	62.982%

City of Golden Valley Population		22,034					
Certified Levy - City	23,723,799	25,073,034	26,106,046	27,927,443	31,087,048	33,122,430	34,745,830
Percent Certified Levy	5.81%	5.69%	4.12%	6.98%	11.31%	6.55%	4.90%
City Change from Prior Year							
Levy per Population	1076.69	1137.92	1184.81	1267.47	1410.87	1503.24	1576.92
Tax Rate	53.780%	53.400%	52.444%	54.306%	53.407%	54.205%	56.373%

City of Brooklyn Park Population		84,993					
Certified Levy - City	46,169,789	48,923,932	49,158,495	52,785,056	58,283,878	62,398,323	70,495,400
Percent Certified Levy	4.38%	5.97%	0.48%	7.38%	10.42%	7.06%	12.98%
City Change from Prior Year							
Levy per Population	543.22	575.62	578.38	621.05	685.75	734.16	829.43
Tax Rate	51.869%	48.862%	46.396%	47.523%	42.380%	46.520%	52.643%

City of Brooklyn Center Population		33,938					
Certified Levy - City	18,427,116	19,509,310	19,942,911	21,324,025	22,795,382	24,732,206	26,625,814
Percent Certified Levy	7.72%	5.87%	2.22%	6.93%	6.90%	8.50%	7.66%
City Change from Prior Year							
Levy per Population	542.96	574.85	587.63	628.32	671.68	728.75	784.54
Tax Rate	70.400%	65.23%	64.74%	55.86%	54.75%	56.77%	61.48%

Member _____ moved and Member _____ seconded a motion that the following resolution be adopted this 3rd day of December 2024.

RESOLUTION NO. _____

A RESOLUTION ADOPTING THE 2025 CITY PROPERTY TAX LEVY IN THE AMOUNT OF \$10,822,124 AND ORDERING ITS CERTIFICATION TO THE HENNEPIN COUNTY AUDITOR

WHEREAS, the City Manager has prepared, and the City Council has adopted a 2025 City Budget including the property tax levy;

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROBBINSDALE, MINNESOTA THAT: the following sums of money be levied for the current year, collectable in 2025 upon the taxable property in the City of Robbinsdale, for the following purposes, and that there is hereby levied for certification to the County Auditor the following final levies for 2025:

General Fund (City Operations)	\$ 9,504,954
Debt Service:	
• 2015A G.O. Street Reconstruction Bonds	321,873
• 2017A G.O. Street Reconstruction Bonds	7,300
• 2018A G.O. Street Reconstruction Bonds	66,820
• 2020A G.O. Street Reconstruction Bonds	55,264
• 2023A G.O. Street Reconstruction Bonds	415,700
• 2024A G.O. Street Reconstruction Bonds	75,620
• 2018A Equipment Certificates 5 and 9 Year	66,518
• 2020A Equipment Certificates 5 and 9 Year	122,850
• 2023A Equipment Certificates 5 and 9 Year	138,950
• 2024A Equipment Certificates 5 Year	46,275
Total Tax Capacity Based Levy to	
Certify to County	<u>10,822,124</u>

The City Clerk is hereby instructed to transmit a certified copy of this resolution to the county auditor of Hennepin County, Minnesota.

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

and the following voted against same:

WHEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED THIS 3RD DAY OF DECEMBER 2024.

William A. Blonigan, Mayor

ATTEST:

Chase Peterson-Em, City Clerk
(seal)

Member _____ moved and Member _____ seconded a motion that the following resolution be adopted this 3rd day of December 2024.

RESOLUTION NO. _____
A RESOLUTION ADOPTING THE 2025 FINAL BUDGET
AND COMMITTING FUND BALANCE

WHEREAS, the City Charter provides that the City Manager shall prepare a budget document setting forth all proposed expenditures for the administration, operations, and maintenance of all city departments; and

WHEREAS, the City Manager has prepared such document, and the City Council has met in regular and special sessions for the purpose of determining an adequate budget for the administration, operations, and maintenance of all city departments during the fiscal year 2025; and

WHEREAS, the City Council believes that the budget so prepared is adequate, advisable and in accordance to the form prescribed by the City Charter;

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROBBINSDALE, MINNESOTA THAT: the following budgets be adopted and approved this 3rd day of December 2024, at this regularly scheduled Council meeting.

<u>Fund</u>	<u>Revenues</u>	<u>Expenditures</u>	<u>Capital Improvements</u>	<u>Bond Proceeds</u>	<u>Principal Payments</u>
General Fund	\$ 14,636,052	\$ 15,139,167	\$ -	\$ -	\$ -
DWI Forfeiture Special Revenue Fund	\$ 16,800	\$ 12,175	\$ -	\$ -	\$ -
City Code Compliance Fund	\$ 64,160	\$ 31,075	\$ -	\$ -	\$ -
General Debt Service Fund	\$ 1,263,357	\$ 1,268,802	\$ -	\$ -	\$ -
Capital Projects Fund - Cable	\$ 32,830	\$ 1,750	\$ -	\$ -	\$ -
Capital Projects Fund - Government Buildings	\$ 1,500	\$ -	\$ 50,000.00	\$ -	\$ -
Capital Projects Fund - Park Improvements	\$ 319,450	\$ 26,500	\$ 1,891,500	\$ 1,285,000	\$ -
Capital Projects - PIR - Street Improvements	\$ 5,442,020	\$ 733,480	\$ 5,418,490	\$ -	\$ -
Water Enterprise Fund *	\$ 10,920,934	\$ 4,206,749	\$ 10,173,210	\$ 3,904,610	\$ 2,192,771
Sanitary Sewer Enterprise Fund*	\$ 3,377,903	\$ 2,214,148	\$ 1,020,800	\$ 743,800	\$ 215,000
Storm Sewer Enterprise Fund *	\$ 2,131,001	\$ 1,436,387	\$ 4,579,600	\$ 4,352,100	\$ 415,000
Solid Waste (Garbage) Enterprise Fund *	\$ 2,594,860	\$ 2,406,989	\$ -	\$ -	\$ -
Liquor Enterprise Fund *	\$ 4,686,767	\$ 4,694,606	\$ -	\$ -	\$ -
License Center Enterprise Fund *	\$ 651,170	\$ 637,410	\$ -	\$ -	\$ -
Central Garage Internal Service Fund *	\$ 1,301,076	\$ 1,360,678	\$ 3,129,500	\$ 2,865,000	\$ -
Central Services Internal Service Fund *	\$ 1,318,811	\$ 1,411,088	\$ 653,346	\$ 250,000	\$ -
Equipment Replacement Internal Service Fund *	\$ 12,875	\$ 98,470	\$ 68,783	\$ -	\$ -
Risk Insurance Internal Service Fund	\$ 1,086,660	\$ 1,104,170	\$ -	\$ -	\$ -
Grand Total	\$ 49,858,226	\$ 36,783,644	\$ 26,985,229	\$ 13,400,510	\$ 2,822,771

* Capital outlay and bond proceeds/payments are classified as non-expensed other cash flow for proprietary funds. These items are reflected in the balance sheet per proprietary accounting rules established by the Governmental Accounting Standards Board.

And Commit Fund Balance as of December 31, 2024, for the following Funds:

- Permanent Improvement Revolving Fund – the amount of uncompleted construction contracts for street improvement projects on December 31, 2024.
- Capital Improvement Fund – Park Improvements - Up to \$150,000 committed for 2025 park improvements, and remaining amounts are assigned for park improvements.
- Capital Improvement Fund – Cable Grant Fund – All fund balance committed for future cable television broadcast improvements.
- Capital Improvement Fund – Government Buildings – All fund balance committed for Historic Library Building improvements.
- City Code Compliance Fund – All fund balance committed for city code compliance enforcement.

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

and the following voted against same:

WHEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED THIS 3RD DAY OF DECEMBER 2024.

William A. Blonigan, Mayor

ATTEST:

Chase Peterson-Em, City Clerk
(seal)

Member _____ moved and Member _____ seconded a motion that the following resolution be adopted this 3rd day of December 2024.

RESOLUTION NO. _____

A RESOLUTION ADOPTING THE 2025 HRA PROPERTY TAX LEVY IN THE AMOUNT OF \$334,832 AND ORDERING ITS CERTIFICATION TO THE HENNEPIN COUNTY AUDITOR

WHEREAS Minnesota Statutes require that the City adopts the HRA Levy on behalf of the Robbinsdale Economic Development Authority;

NOW, THEREFORE, BE IT RESOLVED, that there is hereby levied for certification to the County Auditor and HRA Levy on behalf of the Robbinsdale Economic Development Authority for 2025 in the amount of \$334,832.

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

and the following voted against same:

WHEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED THIS 3RD DAY OF DECEMBER 2024.

William A. Blonigan, Mayor

ATTEST:

Chase Peterson-Etem, City Clerk
(seal)

CITY OF ROBBINSDALE, MINNESOTA

General Fund

Summary of Revenues, Expenditures, and Changes in Fund Balance

	2022 Actual	2023 Actual	2024 Budget	2024 Estimated	2025 Proposed	2026 Proposed
<u>Revenues</u>						
Taxes	\$ 7,385,048	\$ 8,317,828	\$ 8,728,400	\$ 8,744,400	\$ 9,504,954	\$ 9,642,739
License & Permits	509,116	446,621	571,713	540,685	550,459	549,538
Intergovernmental	2,494,432	4,740,613	2,984,994	3,013,000	2,932,766	3,020,749
Charges for Services	539,285	450,676	547,385	457,950	459,814	473,608
Fines & Forfeitures	193,728	146,155	186,443	200,000	195,000	200,850
Franchise Fees	515,986	513,921	528,887	480,000	520,000	535,600
Miscellaneous	(303,817)	411,344	164,800	168,500	173,060	178,252
Total Revenue	11,333,778	15,027,158	13,712,622	13,604,535	14,336,053	14,601,336
<u>Other Financing Sources</u>						
Transfers from other funds	357,389	353,933	625,000	300,000	300,000	300,000
Total Revenues & Other Financing Sources	11,691,167	15,381,091	14,337,622	13,904,535	14,636,053	14,901,336
<u>Expenditures</u>						
Personal Services	8,131,100	8,535,082	10,710,442	9,277,570	10,962,076	11,243,300
Supplies	334,686	382,346	530,773	487,247	598,415	621,228
Other Charges for Services	3,606,185	3,969,580	4,514,988	4,299,239	4,902,200	4,994,167
Capital Outlay	14,040		19,600	4,100	31,145	27,180
Amounts Charged to Other Funds	(1,027,368)	(1,108,297)	(1,197,396)	(1,197,396)	(1,354,670)	(1,395,310)
Total Expenditures	11,058,643	11,778,711	14,578,407	12,870,760	15,139,166	15,490,565
<u>Other Financing Uses</u>						
Transfers out to other funds	900,000	1,500,000				
Total Expenditures & Other Financing Uses	11,958,643	13,278,711	14,578,407	12,870,760	15,139,166	15,490,565
Deficiency of Revenues and Other Financing Sources Over Expenditure and Other Financing Uses	(267,476)	2,102,380	(240,785)	1,033,775	(503,113)	(589,229)
<u>Fund Balance</u>						
Beginning of Year	6,693,284	6,425,808	8,528,188	8,528,188	9,561,963	9,058,850
Fund Balance Adjustments						
End of Year	\$ 6,425,808	\$ 8,528,188	\$ 8,287,403	\$ 9,561,963	\$ 9,058,850	\$ 8,469,621
Fund Balance to Expenditures	53.73%	64.22%	56.85%	74.29%	59.84%	54.68%

CITY OF ROBBINSDALE, MINNESOTA

GENERAL FUND SUMMARY OF REVENUES AND OTHER FINANCING SOURCES

	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 ESTIMATED	2025 PROPOSED	2026 PROPOSED
<u>Taxes</u>						
General Property	5,856,543	6,892,114	7,175,814	7,191,814	7,959,564	8,070,500
Less Reserve for Abatements & Delinq.						
Excess Tax Increment	18,612.99	13,740.92				
Fiscal Disparities	1,509,891	1,411,973	1,552,586	1,552,586	1,545,390	1,572,239
Total Taxes	7,385,047	8,317,828	8,728,400	8,744,400	9,504,954	9,642,739
<u>Special Assessments</u>						
Admin Citations	31,102	21,361				
Repeat Nuisance						
Total Special Assessments	31,102	21,361	-	-	-	-
<u>Licenses & Permits</u>						
<u>Business</u>						
Liquor Licenses	61,650	59,433	125,000	70,000	75,000	75,500
Pawn Shop and Second Hand Dealers	5,850	5,950	6,695	6,000	6,500	6,180
THC Licenses		1,500	10,000	3,000	4,500	4,050
Miscellaneous Business Licenses	19,900	17,691	35,000	25,000	35,000	31,500
Total Business Licenses & Permits	87,400	84,574	176,695	104,000	121,000	117,230
<u>Non-Business</u>						
Animal Licenses	2,290	1,445	3,249	2,000	2,000	2,000
Pound Fees	250	1,770	1,750	600	1,600	1,648
Building Permits	89,263	65,675	84,001	100,000	106,359	103,000
Plan Check Fees	16,451	10,048	18,096	44,800	21,000	20,600
Heating & A/C Permits	52,197	48,034	62,423	65,500	60,000	61,000
Plumbing Permits	24,039	25,938	30,000	32,000	25,000	25,750
Utility Inspection Fees	3,115	7,465	3,750	4,500	4,000	4,120
Rental Housing Licenses	162,597	127,979	125,000	120,000	136,500	139,000
License Verification Fees	21,905	21,740	16,749	17,280	21,000	21,630
Other Permits	54,578	51,950	50,000	50,000	52,000	53,560
Surcharges	(4,970)			5		
Total Non-Business Licenses & Permits	421,715	362,044	395,018	436,685	429,459	432,308
Total Licenses & Permits	509,115	446,618	571,713	540,685	550,459	549,538
<u>Intergovernmental</u>						
<u>Federal Grants</u>						
Other	25,790	1,590,000	30,000	20,000	20,000	20,600
Total Federal Grants	25,790	1,590,000	30,000	20,000	20,000	20,600
<u>State Aids and Grants</u>						
Local Government Aid	2,068,633	2,107,025	2,533,996	2,534,000	2,540,002	2,616,202
Market Value Homestead Credit						
Police & Fire Pensions	319,950	321,718	344,254	250,000	312,764	322,147
PERA Aid						
Police Training	24,356	18,184	26,744	24,000	20,000	20,600
Other Grants & Aids	55,705	703,687	50,000	185,000	40,000	41,200
Total State Aids and Grants	2,468,644	3,150,614	2,954,994	2,993,000	2,912,766	3,000,149
Total Intergovernmental	2,494,434	4,740,614	2,984,994	3,013,000	2,932,766	3,020,749

CITY OF ROBBINSDALE, MINNESOTA

GENERAL FUND SUMMARY OF REVENUES AND OTHER FINANCING SOURCES

	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 ESTIMATED	2025 PROPOSED	2026 PROPOSED
<u>Charges for Services</u>						
<u>General Government</u>						
Lease and Rental Fees	291,057	222,340	300,000	236,000	240,000	247,200
Robbinsdale EDA	39,499	37,386	41,271	42,000	40,000	41,200
IDRB Issuance Fees						
Sale of Maps and Documents	904	166	1,150	200	170	175
Assessment searches	125	200	150	100	150	155
Planning Fees	3,750	7,150	2,250	4,400	4,250	4,378
Street Light Fees	831	870	850	850	900	927
Nuisance Service Fee	(1,500)	775	1,500	500	500	515
Point of Sale Inspection/Buyer Fees	17,700	14,075	18,225	1,175	-	-
Notary Fees	1,045	1,025	1,100	1,100	1,050	1,082
Other Fees	8,948	9,173	11,583	8,475	9,400	9,682
Admin Fee - Special Assessments	19,350	20,600	20,000	20,000	22,000	22,660
Total General Government Charges	381,709	313,760	398,079	314,800	318,420	327,973
<u>Public Safety</u>						
Police Services	42,718		30,000	5,000	2,500	2,575
Pawn Shop Fees	20,222	15,990	20,639	17,000	17,000	17,510
Police Auction						
False Alarms						
Other Fees	380	165	425	2,300	1,500	1,545
Total Public Safety Charges	63,320	16,155	51,064	24,300	21,000	21,630
<u>Recreation</u>						
Fitness Center & Open Gym Program	28,380	40,064	26,867	39,450	40,750	41,972
Adult Programs	742	1,177	1,000	1,500	-	-
General Programs	605	780	800	1,000	824	849
Youth / Children Programs	15,610	15,853	16,000	17,000	16,000	16,480
Senior Programs	366	12	400		250	258
Cooperative Programming	9,997	10,582	10,500	9,900	11,070	11,402
Facility and Equipment Rental	38,555	52,294	41,175	50,000	51,500	53,045
Park Maintenance Fees			1,500			
Other Fees						
Total Recreation Charges	94,256	120,761	98,242	118,850	120,394	124,005
Total Charges for Services	539,285	450,677	547,385	457,950	459,814	473,608
<u>Fines and Forfeitures</u>						
Court Fines and Forfeitures	116,622	139,108	128,000	143,000	150,000	154,500
Admin Fines	55,335	(4,785)	53,193	45,000	35,000	36,050
Other Fines	21,771	11,832	5,250	12,000	10,000	10,300
Total Fines and Forfeitures	193,728	146,155	186,443	200,000	195,000	200,850

CITY OF ROBBINSDALE, MINNESOTA

GENERAL FUND SUMMARY OF REVENUES AND OTHER FINANCING SOURCES

	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 ESTIMATED	2025 PROPOSED	2026 PROPOSED
<u>Franchise Fees</u>						
Franchise Fees - Electric	313,712	325,924	321,555	290,000	330,000	339,900
Franchise Fees - Gas	202,275	187,997	207,332	190,000	190,000	195,700
Total Franchise Fees	515,986	513,921	528,887	480,000	520,000	535,600
<u>Miscellaneous</u>						
Investment Earnings	(347,970)	348,958	152,000	152,000	156,560	161,257
Donations & Gifts	4,312	11,147	4,000	1,500	1,500	1,545
Sale of Capital Assets		4,500				
Other	8,739	25,379	8,800	15,000	15,000	15,450
Total Miscellaneous	(334,918)	389,984	164,800	168,500	173,060	178,252
Total Revenues	11,333,778	15,027,158	13,712,622	13,604,535	14,336,053	14,601,336
<u>Other Financing Sources</u>						
<u>Transfers from other Funds</u>						
Water Fund	88,988	58,861	65,000	65,000	65,000	65,000
Sanitary Sewer Fund	14,697	19,595	16,000	16,000	16,000	16,000
Storm Sewer	13,893	21,102	25,000	25,000	25,000	25,000
Solid Waste	50,000		50,000	50,000	50,000	50,000
PIR Fund	85,692	122,378	69,000	69,000	69,000	69,000
Parks	4,021	160				
Central Services						
Liquor Fund	50,000	50,000	50,000	50,000	50,000	50,000
Deputy Registrar	50,000	50,000	25,000	25,000	25,000	25,000
Equipment Replacement	98					
REDA						
Special Funding		31,837	325,000	-		
Total Transfers	357,389	353,933	625,000	300,000	300,000	300,000
Total Revenue and Financing Sources	\$ 11,691,167	\$ 15,381,091	\$ 14,337,622	\$ 13,904,535	\$ 14,636,053	\$ 14,901,336

CITY OF ROBBINSDALE, MINNESOTA

General Fund Summary of Expenditures by Major Objective

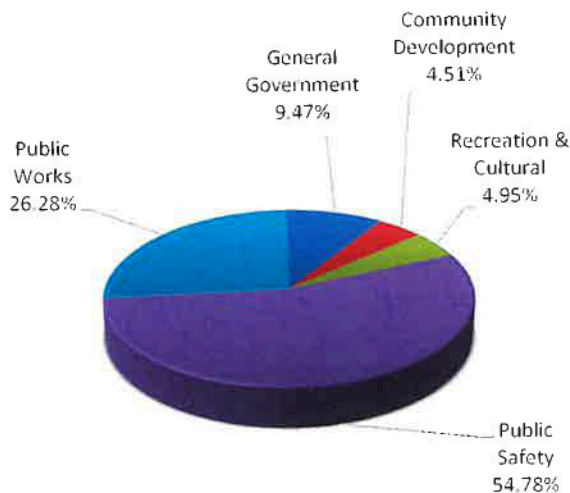
	2022 Actual	2023 Actual	2024 Budget	2024 Estimated	2025 Proposed	2026 Proposed
<u>General Government</u>						
City Council	\$ 142,202	\$ 79,078	\$ 147,250	\$ 103,630	\$ 188,580	\$ 235,004
Administration	407,791	456,794	606,957	513,926	490,128	504,702
Legal	110,145	58,641	113,897	91,897	124,467	128,201
Assessing	117,525	152,016	158,794	160,844	10,715	11,036
Finance	355,753	391,512	375,757	349,024	343,925	355,352
Total General Government	1,133,416	1,138,041	1,402,655	1,219,321	1,157,815	1,234,295
<u>Community Development</u>						
Planning & Zoning	268,594	232,472	259,865	248,086	269,741	277,872
Comprehensive Planning	35	182	7,664	3,516	10,032	10,382
Redevelopment	41,586	38,083	76,716	43,317	64,058	66,266
Code Enforcement	81,236	114,089	179,937	134,592	146,731	151,133
Rental Licensing	159,489	127,317	164,257	151,484	167,557	172,587
Total Community Development	550,940	512,143	688,439	580,995	658,119	678,240
<u>Recreation & Cultural</u>						
Recreation Administration	391,282	396,972	558,026	461,183	559,513	576,516
Community Center Operations	58,593	93,316	95,130	72,642	97,502	100,426
Adult Programs	2,402	2,650	3,635	19,100	2,448	2,521
Adult Taxable	303	2,903	6,200	750	4,781	4,924
General Programs	6,471	4,346	9,600	1,000	8,695	8,956
Youth / Children Programs	10,340	8,948	13,950	19,700	15,115	15,568
Senior Programs	15,623	15,577	17,864	15,564	16,743	17,245
Cooperative Programming	13,751	7,820	15,755	7,850	16,207	16,693
Playground / Splash Pad	5,441	10,729	7,171	5,552	8,312	8,493
City Band	23,401	23,871	23,578	23,314	24,592	25,329
Library Building Operations	9,833	9,970	16,697	10,600	21,630	22,153
Total Recreation & Cultural	537,440	577,102	767,606	637,255	775,538	798,824

CITY OF ROBBINSDALE, MINNESOTA

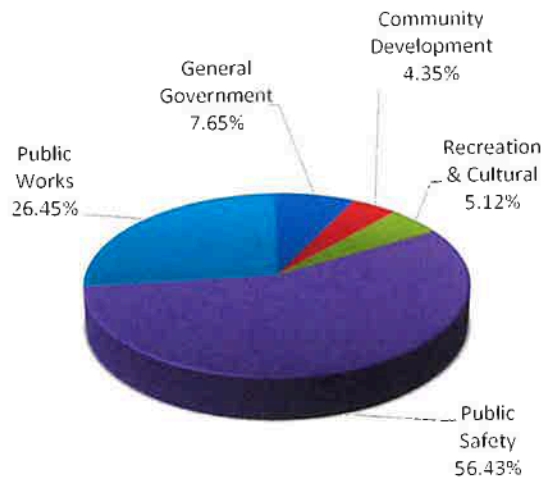
General Fund Summary of Expenditures by Major Objective

	2022 Actual	2023 Actual	2024 Budget	2024 Estimated	2025 Proposed	2026 Proposed
<u>Public Safety</u>						
Police Services	5,089,190	5,550,532	6,957,150	5,909,057	7,411,855	7,667,454
Fire Services	944,853	1,023,050	1,127,975	1,141,676	1,131,222	1,117,147
Total Public Safety	6,034,043	6,573,582	8,085,125	7,050,733	8,543,077	8,784,601
<u>Public Works</u>						
Engineering Services	\$ 438,207	\$ 457,421	\$ 630,873	\$ 493,703	\$ 760,169	\$ 757,641
Streets	1,086,678	1,126,126	1,395,627	1,351,861	1,514,407	1,560,280
Forestry	240,892	309,700	364,312	364,542	376,431	273,119
Park Maintenance	774,692	821,678	971,935	905,784	1,072,595	1,115,488
Building Inspections	262,335	262,918	271,835	266,566	281,015	288,077
Total Public Works	2,802,804	2,977,843	3,634,582	3,382,456	4,004,617	3,994,605
	1,861,370	1,947,804	2,367,562	2,257,645	2,587,002	2,675,768
Total Expenditures	11,058,643	11,778,711	14,578,407	12,870,760	15,139,166	15,490,565
<u>Other Uses</u>						
Transfers to Other Funds	900,000	1,500,000				
Total Expenditures and Other Financing Uses	\$ 11,958,643	\$ 13,278,711	\$ 14,578,407	\$ 12,870,760	\$ 15,139,166	\$ 15,490,565

2024 Estimated Expenditures By Major Objective



2025 Proposed Expenditures By Major Objective



CITY OF ROBBINSDALE, MINNESOTA
General Fund Summary of Expenditures and Other Financing Uses

	2022 ACTIVITY	2023 ACTIVITY	2024 AMENDED BUDGET	2024 PROJECTED ACTIVITY	2025 DEPT REQUESTED BUDGET	2026 DEPT REQUESTED BUDGET
Summary by Department						
City Council	142,202	79,078	147,250	103,630	188,580	235,004
Administration	407,791	456,794	606,957	513,926	490,128	504,702
Legal	110,145	58,641	113,897	91,897	124,467	128,201
Assessing	117,525	152,016	158,794	160,844	10,715	11,036
Finance	355,753	391,512	375,757	349,024	343,925	355,352
Community Development	550,940	512,144	688,439	580,995	658,119	678,240
Police	5,089,190	5,550,532	6,957,150	5,909,057	7,411,855	7,667,454
Fire	944,853	1,023,050	1,127,975	1,141,676	1,131,222	1,117,147
Recreation	537,440	577,101	767,606	637,255	775,538	798,824
Engineering	700,542	720,339	902,708	760,269	1,041,184	1,045,718
Public Works	2,102,262	2,257,504	2,731,874	2,622,187	2,963,433	2,948,887
Total Expenditures	11,058,643	11,778,711	14,578,407	12,870,760	15,139,166	15,490,565
Other Financing Uses						
Transfers to Other Funds	900,000	1,500,000				
Total Expenditures & Other Financing Uses	11,958,643	13,278,711	14,578,407	12,870,760	15,139,166	15,490,565
Summary by Category						
Personal Services	8,131,100	8,535,082	10,710,442	9,277,535	10,962,076	11,243,300
Supplies	334,686	382,346	530,773	487,247	598,415	621,228
Other Services & Charges	2,578,817	2,861,283	3,317,592	3,101,878	3,547,530	3,598,857
Capital Outlay	14,040		19,600	4,100	31,145	27,180
Transfer	900,000	1,500,000				
Total Expenditures by Category	11,958,643	13,278,711	14,578,407	12,870,760	15,139,166	15,490,565



TO: Mayor and City Council
PREPARED BY: Tim Sandvik, City Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: June 10, 2025
RE: Parks Naming Policy

Background:

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

Analysis:

In the fall of 2023, in concert with Human Rights Commissioners, the City Council agreed a Parks and Facilities Naming Policy should be enacted before moving forward with any name change. A draft was shared with the Parks, Rec, and Forestry (PRF) Commission, and staff ultimately made final recommendation for Council consideration. The policy was reviewed by Council, and ultimately approved in April 2024.

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

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

Recommendation:

Review the attached resolution that was approved by a previous Council, and direct staff on next steps.

Attachments:

1. Resolution - Sanborn Renaming

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

RESOLUTION NO. xxxx

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

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

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

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

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

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

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

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

and the following voted against the same:

WHEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED THIS 17TH DAY OF DECEMBER 2024.

William A. Blonigan, Mayor

ATTEST:

Chase Peterson-Etem, City Clerk



TO: Mayor and City Council
PREPARED BY: Tim Sandvik, City Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: June 10, 2025
RE: Commission Application Process

Background:

None

Analysis:

None

Recommendation:

None

Attachments:

1. Jan 14, 2025 Work Session Item (B)
2. Robbinsdale City Code - Sec 320



TO: Mayor and City Council
PREPARED BY:
APPROVED BY: Tim Sandvik, City Manager
DATE: January 14, 2025
RE: 2025 Commission(s) Make-up

Background:

Section 320 of City Code (attached) outlines parameters for City Commissions, including membership make up, terms, and meeting procedures. Note, the City Charter includes reference to Council authority in establishing Commissions, and there are some circumstances that statute outline parameters under which the Planning Commission may operate, but in all circumstances, Commissions serve in an advisory capacity to the City Council. With a fresh Council, and term limits having expired, staff would like to confirm reappointments, and share some recommendations for City Code updates going forward.

Analysis:

Under City Code 320.1 Subd 2:

- Planning Commission is composed of one member from each ward of the City, and one member at large.
- Parks, Recreation, and Forestry Commission shall include one member from each ward, and three members from the city at large (with no more than two members from any one ward.
- Terms expire on December 31 of even years, appointments require a 4/5ths vote by Council.

- Human Rights Commission consists of 11 members who are appointed by the mayor, with advice and consent by Council.
- Terms run concurrent with the Mayor.

- Senior Commission includes up to seven members at large, with staggered terms expiring even and odd number years.

Planning Commission LOIs (attached): Lucas Harris - Ward 1, Susan Carlson Weinberg - Ward 2, Rebecca Allen - Ward 3, Jane Montemayor - Ward 4. Please note, Julie Ralston Aoki has shared she is not seeking re-appointment - we thank her for her years of service.

Parks, Recreation, and Forestry Commission LOIs (attached): Erin Sparks - Ward 2, Mark Laverty - Ward 2, Denise Beck - Ward 3, Nicholas Erdos-Thayer - Ward 3, and Damien Rochon-Washington - Ward 4. Please note, both Melissa Markfort and Michelle Vaith of Ward 1 have

offered their resignation; however, Ms. Vaith has offered to remain on until a Ward 1 representative has been appointed. To be a full body, the Commission would require at least one member from Ward 1 and one from Ward 1 OR Ward 4 (assuming other applicants are appointed).

Human Rights Commission LOIs (attached): Patrick Nailon, Carlos Wallace Smith Jr., Rita Fox, Jonathan Hansen, Molly Beahen, Julie Ralston Aoki, Courtney Kirkeeing, and Kristyn Lee.

Recommendation:

Staff would like direction from Council on Commission assignments (formally approved January 21, 2025). Further, staff will highlight some recommended updates to Code, and if Council deems appropriate, will bring draft language for a first reading in the coming months.

Attachments:

- 1. Robbinsdale City Code - Sec 320
- 2. Planning Commission Applications
- 3. PRF LOIs_Redacted
- 4. HRC Letters of Continuing Interest for 2025

Section 320 - Commissions

320.01. Certain commissions.

Subdivision 1. Established.

There are created and continued the Planning Commission and the Park and Recreation Commission, referred to in this subsection as "advisory commissions". The advisory commissions have the powers and duties assigned them by this subsection and law. (Amended, Ord. No. 05-10)

Subd. 2. Membership: qualifications.

The planning commission is composed of one member appointed from each ward of the city, and one member from the city at large. The Park and Recreation Commission which is composed of (i) one member from each ward, (ii) three members from the city at large with no more than two members from any one ward of the city on the commission, (iii) one non-voting ex officio member from the Robbinsdale youth baseball association, and (iv) one non-voting ex officio member from the Robbinsdale youth football association. Members must be citizens of the United States and residents of the city. Before approval by the city council of an appointment, the person being considered must submit a written description of qualifications and experience for the position concerned on a form prepared by the city clerk and approved by the city council. Appointments to the commissions require approval by four-fifths vote of the city council. Members serve without compensation. (Amended, Ord. No. 05-10)

Subd. 3. Term of office.

Members of the advisory commissions serve for a term of two years expiring on December 31 of even numbered years.

Subd. 4. Commission officers.

Each advisory commission must name one of its members to serve as chairperson.

Subd. 5. Meetings and procedures.

Unless designated otherwise, each advisory commission must attempt to hold at least one regular meeting each month. The chair of each advisory commission may cancel a regular meeting if, after consultation with the staff liaison, it is determined that there is insufficient business to require that the meeting be held. Each commission must adopt rules for the transaction of business and must keep a public record of its resolutions, transactions and findings. On or before January 1 of each year each commission must submit to the city council a report of its work during the previous year. The report must include the number of meetings held during the year and the number of meetings attended by each member of the commission. Each commission must submit a written report to the city council of its proceedings and recommendations. (Amended, Ord. No. 06-01)

Subd. 6. Conflict of interest.

A member of a commission may not vote on a matter in which the member is directly or indirectly interested.

Subd. 7. Removal of members.

A commission member may be removed for cause by a majority vote of the city council after written charges have been filed and a hearing granted after at least five days written notice thereof to the member against whom such charges are filed.

Subd. 8. Vacancies.

Vacancies are filled by appointment by the city council for the unexpired term. Members serve until a successor is appointed or qualified.

Subd. 9. Powers and duties.

In addition to other duties imposed by law and this code, the advisory commissions have the following duties and powers:

(a) Planning commission.

The planning commission must study, investigate and make recommendations concerning the use of land, the location and the use of buildings, and the arrangement of buildings on lots in the city. The commission must consider and make recommendations concerning such other matters referred to it from time to time by the city council and may suggest to the council matters which the commission believes should be studied and considered. The planning commission is the planning agency of the city as provided by law.

(b) Park and recreation commission.

The park and recreation commission must study, investigate and make recommendations as to the acquisition, development, construction, maintenance and operation of the city parks and playgrounds. The commission must consider and make recommendations concerning such other matters as may be referred to it from time to time by the city council. The director of parks and recreation serves as an advisor to the commission in matters concerning parks and recreation and assists in coordinating long range planning. The commission may make such recommendations relating to the public recreation program as they deem necessary in fulfilling the recreational needs of the community. (Amended, Ord. No. 05-10)

320.03. Human rights commission.

Subdivision 1. Policy.

It is the public policy of the city of Robbinsdale to strive to secure for all residents of the city freedom from illegal discrimination in employment, housing and real property, public accommodations, public services and education consistent with the Minnesota Human Rights Act. The human rights commission has been established to assist the city council in carrying out this policy. (Amended, Ord. No. 99-03)

Subd. 2. Meetings and membership.

There is established and continued a commission to be known as the human rights commission consisting of 11 members. The commission is appointed by the mayor and with the advice and consent of the city council. The commission must designate one of the members as chairperson. The members are appointed and hold office concurrent with the term of the mayor. The members of the commission serve at the pleasure of the council. A member's term may be terminated upon a majority vote of the council. The commission must attempt to hold bi-monthly meetings. The chair of the advisory commission may cancel a regular meeting if, after consultation with the staff liaison, it is determined that there is insufficient business to require that the meeting be held. Members of the commission serve without compensation but may be reimbursed for personal expenses incurred in the performance of their duties. (Amended, Ord. No. 99-03; Ord. No. 06-01)

Subd. 3. Duties.

The duties of the Human Rights Commission are: (a) to advise the Council on matters and problems relating to discrimination and human rights issues and behavior in the city; (b) to recommend to the Council education, municipal and community programs designed to effectuate the policies set forth in this subsection; (c) to implement such programs referred to in (b) as may be directed for Commission action by the Council; (d) to recommend to the City Council the formulation and implementation of programs designed to effectuate the policies stated in this subsection; (e) to study and make

recommendations to the City Council for referral to the Commissioner of Human Rights; (f) to perform other functions, approved by the City Council and authorized for local commissions under the Minnesota Human Rights Act. (Amended, Ord. No. 99-03)

Subd. 4. Cooperation.

The services of city departments and agencies will be made available by their respective heads to the Commission at its request, and information in the hands of any department or agency will be furnished to the Commission when requested. Upon receipt of recommendations in writing for the Commission, each department or agency under the direction of the city manager must submit a written reply indicating the disposition of an action taken with regard to such recommendations.

Subd. 5. Consultation.

The Commission must advise and consult with the mayor and City Council on all matters involving legally prohibited prejudice or discrimination and recommend such legislative action as it may deem appropriate to effectuate the policy of this subsection.

Subd. 6. Cooperation with civic groups and governmental agencies.

The Commission must invite and enlist the cooperation of racial, religious and ethnic groups, community organizations, labor and business organizations, fraternal and benevolent societies, veteran's organizations, professional and technical organizations, and other groups in the city in carrying on its work. The Commission may aid in the formation of local community groups in neighborhoods as it may deem necessary or desirable to carry out specific programs designed to lessen tensions or improve understanding in the city. The Commission must cooperate with state and federal agencies whenever it deems such action appropriate in effecting the policy of this subsection.

Subd. 7. Investigations, research, and publications.

The Commission may research and investigate allegations and complaints. In accordance with the Minnesota Human Rights Act, the Commission may conduct public hearings to gather and disseminate information regarding illegal discrimination in employment, housing and real property, public accommodations, public services and education. (Amended, Ord. No. 99-03)

320.05. Senior commission.

Subdivision 1. Title.

There is established and continued a citizens' advisory commission known as the Senior Commission. (Amended, Ord. No. 08-01)

Subd. 2. Purpose.

The purpose of the Commission is to advise the City Council as to the status and needs of seniors, age 55 and over, in the city and ways in which the needs of seniors may be met. (Amended, Ord. No. 08-01)

Subd. 3. Duties.

It is the responsibility of the Commission to:

- (a) recommend the initiation of programs, grants and other governmental activities and services to maintain or improve the quality of life for seniors in the city; (Amended, Ord. No. 08-01)
- (b) evaluate and assess the impact of current or proposed programs, grants and other governmental activities and services on seniors in the city; and (Amended, Ord. No. 08-01)
- (c) serve as a liaison to existing seniors service agencies to assist in assessing resources, disseminating information on services available and assisting seniors in availing themselves to those

resources and services. (Amended, Ord. No. 08-01)

Subd. 4. Appointments and composition. The Senior Commission consists of even members. One member is elected by the Commission to serve as chairperson. Members must be at least 55 years of age and be residents of the city. Members are appointed as follows: (Amended, Ord. No. 08-01)

(a) seven members appointed at large. (Amended, Ord. No 09-07; Ord. No. 14-17; Ord. No. 18-06)

Subd. 5. Term.

(a) Members of the Senior Commission serve for a term of two years. The terms are staggered as follows: (Amended, Ord. No. 08-01)

(i) four representatives appointed at large have terms expiring on December 31, of even numbered years; (Amended, Ord. No. 08-01; Ord. No. 14-17; Ord. No. 18-06)

(ii) three representatives appointed at large have terms expiring on December 31, of odd numbered years. (Amended, Ord. No. 08-01, Ord. No. 14-17)

Subd. 6. Meetings and procedures. The Seniors Commission must attempt to hold at least one regular meeting each month, except during the summer months. The chairperson of the Commission, after consultation with the staff liaison may cancel a regular meeting if it is determined that there is insufficient business to require that the meeting be held. The Commission must adopt rules for the transaction of business and must keep a public record of its resolutions, transactions, or findings. The Commission must submit to the City Council each year a report of its work during the previous year. The report must include a summary of the Commission's proceedings and recommendations. (Amended, Ord. No. 08-01)



TO: Mayor and City Council
PREPARED BY: Tim Sandvik, City Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: June 10, 2025
RE: Comprehensive List of Recent and Proposed Proclamations

Background:

At the request of Council during a recent conversation, staff have prepared a list of recent proclamations issued by the City. The list also includes proposed proclamations from the City staff DEI Committee.

Analysis:

- June 3, 2025 – 2025 LGBTQIA + Pride Month
- May 6, 2025
 - National Public Works Week
 - 2025 Asian American and Pacific Islander Heritage Month
- February 4, 2025 – Black History Month
- September 10, 2024 – Proclamation Designating October as Domestic Violence Awareness Month
- June 4, 2024
 - 2025 LGBTQIA + Pride Month
 - Recognize June 19 as Juneteenth Freedom Day
- May 7, 2024 – National Public Works Week
- Feb 6, 2024 – Black History Month
- November 2023 – Re-affirming the City’s Commitment to Beyond the Yellow Ribbon

Proposed by Staff DEI Committee:

Black History Month (February)
Women’s History Month (March)
Asian Pacific American Heritage Month (May)
LGBTQIA+ Pride Month (June)
Hispanic Heritage Month (September 15 - October 15)
National Disability Employment Awareness Month (October)
Native American Heritage Month (November)

Recommendation:

Attachments:

None