

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 AUGUST 4, 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 July 15, 2025

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- B. Approve City Council Work Session Meeting Minutes from July 8, 2025.
 - C. Approval of Credit Card Charges and Payment – May 2025
 - D. Investment Report
 - E. Manor Park Playground Selected
 - F. Waiving of Entertainment and Rental Permit Fees for Robbinsdale Public School Event at LVT
 - G. Quarterly Financial Information for General, Water, Sanitary Sewer, Storm Sewer and Solid Waste
 - H. Public Safety Annual Open House
 - I. The Gathering Community Church Event
 - J. Annual Chamber of Commerce Meet and Greet
 - K. Approval of Block Party Requests for National Night Out (8-5-25) and State Aid Street Closures
 - L. Approve Quote for Service Connections at Oakdale Medical Buildings
 - M. Sipe's Car Show
 - N. Wheels of Italy Event
 - O. Sacred Heart Church Fun Fest
 - P. Approval of Licenses
 - Q. School Resource Officer Agreement - Robbinsdale School District
7. PRESENTATIONS
- A. None
8. PUBLIC HEARINGS
- A. None
9. OLD BUSINESS
- A. Approve Bids for Sanborn Park Tennis / Pickleball Courts - Project 23625
10. NEW BUSINESS
- A. None
11. OTHER BUSINESS

A. Voucher Requests Pending Approval for Disbursement

12. ADMINISTRATIVE REPORTS

13. COUNCIL GENERAL COMMUNICATIONS

14. ADJOURNMENT

MINUTES

CITY COUNCIL MEETING CALLED TO ORDER

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

ROLL CALL

Present: Blackledge, Greenberg, Parisian, Wagner, Sutton

Absent:

Staff: Tim Sandvik, City Manager; Matt Bazyk, Recreation Services Manager; Chase Peterson-Etem, City Clerk; Diaa Tahoun, Finance Director; Kayla Kirtz, Sustainability Coordinator

MICROPHONE CHECK

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

None.

APPROVAL OF THE JULY 15, 2025, MEETING AGENDA

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

Member Wagner MOVED, seconded by Greenberg, to approve the July 15, 2025, City Council agenda as amended and moving Old Business Item 9A, Second Reading of an Ordinance related to Camping on City Property, to after Item 6, Consent Agenda. The vote was unanimous, and the motion carried.

CONSENT AGENDA

Mayor Sutton removed Item C for further consideration.

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

- A. Approve City Council meeting minutes from July 1, 2025
- B. Approve City Council Work Session meeting minutes of June 10, 2025
- D. Second Reading of an Ordinance Clarifying Zoning Text Code about Cannabis Business Zoning Regulations
- E. Second Reading of an Ordinance Amending the City Charter
- F. Approval of Licenses
- G. Road Closure Request
- H. Robbinsdale Wine & Spirits' Monthly Financial Statement

I. Deputy Registrar's Monthly Financial Statements

C. Donation from Jason Greenberg

Mayor Sutton commented that he removed Item C to thank Member Greenberg for his donation and to acknowledge the good work that he does.

Member Wagner shared the sentiments of Mayor Sutton.

Member Wagner MOVED, seconded by Parisian, to approve the donation from Jason Greenberg. The vote was unanimous, and the motion carried. (In Favor: Sutton, Blackledge, Parisian, Wagner Abstained: Greenberg. Opposed: N/A)

OLD BUSINESS

A. Second Reading of an Ordinance related to Camping on City Property

City Manager Sandvik introduced the history and background of the Item. He also noted that the code is not intended to be punitive, and leading with compassion has long been the intent of the Staff, and described the resources commonly utilized.

Member Parisian commented that she felt the Council should allow the Human Rights Commission (HRC) to respond to Sandvik's comments surrounding their letter, apart from the fifteen minutes allotted. Mayor Sutton expressed concern about giving other residents adequate time to speak, but noted that allowing four minutes would be sufficient. Sandvik stated he provided the feedback to the HRC prior, and he assumes the HRC's response will be tied to what they plan to say tonight.

Member Wagner commented that he felt 15 minutes was not a reasonable time to set aside for public comment, given the number of people in attendance. He asked if the Council would allow for a longer public hearing with a four-minute cap per person still in place. Council agreed.

Mayor Sutton asked Peterson-Item to hold up a red folder at 30 seconds and noted that a timer will go off when the four minutes have completed.

Member Blackledge asked if the purpose of the Ordinance was to criminalize. Sandvik stated that the goal is always to lead with compassion and empathy.

Mayor Sutton asked where an unhoused individual is placed after an embedded social worker engages with them and they are placed with the Police Department. Sandvik stated that the words are vague to allow for the best resources available.

Member Greenberg asked if there is a process if an individual turns down resources, and asked if there are immediate consequences. Sandvik stated it is hard to answer that given hypotheticals, but it does not mean immediate consequences.

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

Courtney Kirkeeng, Vice-Chair of the Human Rights Commission, stated that the HRC did not mean to criticize City Staff, but has concerns about how the language will be interpreted in the future.

Mark Welna, 5120 Parker Circle, stated that his family owns Ace Hardware in Robbinsdale as well as a store in South Minneapolis. He voiced his experience with homeless encampments and increased criminal activity occurring near the South Minneapolis store. He also shared his compassion towards homeless individuals and hopes to find a better way forward.

Naomi Wilson, a Minneapolis resident, voiced concern about camping bans, as they push unhoused people from place to place, and there are not enough shelters or resources to assist them.

Jessica Cameron, 4203 46th Avenue North, voiced confusion regarding the need for this Ordinance.

Kristin Crabtree, a Minneapolis resident, voiced the unintended consequences that have occurred in Minneapolis due to the camping ban in place.

Steve Carlyle, 4165 West Broadway, voiced support for the Ordinance and expressed concern surrounding sexual assaults that occur in homeless tent encampments.

Kate Richardson, Robbinsdale resident, stated the Ordinance is overly vague and appears to criminalize poverty. She also commented on the lack of shelters available.

Brady O'Rourke, Crystal resident, voiced his opposition towards this Ordinance.

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

Member Greenberg asked Sandvik if there are punitive measures attached to this Ordinance. Sandvik stated there are no monetary penalties associated, and before this, there was no rule to indicate that camping is not permitted.

Member Wagner asked if an individual would get a misdemeanor if they did not comply with the Ordinance. Sandvik stated there would be an opportunity for interpretation between an administrative penalty or misdemeanor.

Member Blackledge thanked everyone who shared their thoughts with Council. Member Blackledge asked if Council is concerned with future interpretation of the language chosen and asked if Council can change the Ordinance at a later date. Sandvik stated that the vague language gives room for interpretation and stated that the Code can be repealed later.

Member Greenberg asked if there was language in the Public Safety Code regarding how law enforcement is to interact with individuals experiencing homelessness. Sandvik stated that it was an established policy of the police department.

Member Parisian thanked Staff for the work they have put into this Ordinance and thanked the public for their thoughtful comments. Member Parisian stated she would be voting no on this second reading of the Ordinance and believes it was rushed and formed in response to isolated incidents. Going forward, she would like to put together a working group and incorporate language that ensures the non-criminalization of homelessness during a work session.

Member Greenberg stated they have had several work sessions related to this topic, and Member Parisian has never noted concerns regarding the process they used to create the Ordinance till now. He commented that he plans to vote yes, and many City resources have been utilized through this process.

Member Parisian responded to Member Greenberg and stated she works with policy in her outside job and sees the consequences of when policy is too vague. She also noted that the time between the public giving feedback and when Council votes is too short.

Mayor Sutton asked what the process is surrounding property removal by the Police Department. Sandvik read Policy 428.4.

Mayor Sutton stated it feels like there is an assumption that the Police Department is not going to be empathetic, but he stated the Officers of the Robbinsdale Police Department are some of the most compassionate leaders he has ever met. Mayor Sutton stated the City cannot allow camping in its parks and does not have Staff to manage that. He stated he will be voting yes.

Member Wagner expressed his thanks to the Mayor, Council Members, Staff, and the public for their valuable insights. He noted how views can change as feedback comes in. Member Wagner questioned how an unhoused person can exist if they aren't allowed to be in a tent and therefore feels this Ordinance criminalizes homelessness. He agrees with Member Parisian that more thorough discussion is needed and that repealing an Ordinance that has already passed is rare. Member Wagner also voiced concern over Staff and Police Department turnover, with words open to interpretation. He doesn't see how this Policy leads with compassion and will not support this Policy in any state.

Member Blackledge asked what it looks like going forward if Council feels the conversation needs to be continued. He also stated that Council cares about this community and they are trying to be intentional about what that looks like. Sandvik noted that Council can vote tonight, and if the Ordinance passes, it will be effective immediately; if the Ordinance does not pass, there will be a six-month waiting period, with potential exception if wording is changed significantly, but that would need to be discussed with Legal.

Member Greenberg asked if Council can table this item or if they need to vote on the Ordinance tonight. Sandvik recommends approval or denial.

Member Blackledge stated that this Policy is not about harming people, and they are capable of changing the Ordinance. He wants to be clear that he aims to take care of people, and criminalization is not the intent.

Member Greenberg stated that through this process, he asked many questions regarding the vagueness of the language and the treatment of individuals who did not follow the Policy, and feels comfortable with the feedback received from City Staff, who repeatedly have stated the goal is to lead with empathy and treat people humanely. He clarified this is not a homeless ban, but a camping ban that applies equally to all. Member Greenberg noted that this Policy isn't changing or replacing the existing Police Department Policy, but is designed as a backstop so things don't get out of hand in the City. He commented that other cities have similar Ordinances in place. Member Greenberg stated he doesn't feel this Ordinance would need a future repeal, but instead, Council could add clarifying language. He also voiced concern over wasting City resources when they have already utilized many in the course of this discussion.

Member Wagner stated he doesn't share concern related to City resources because changing the language versus repealing the Ordinance would take just as much Staff time.

Member Greenberg voiced that there has already been intention in creating the language currently, and redoing this whole process versus changing the language is different.

Member Wagner noted the language would still exist even if they vote no tonight.

Member Blackledge commented that when they are talking about people, there can never be too much time dedicated.

Member Greenberg stated that if Council hadn't been intentional in creating the language, he wouldn't have an issue spending more time on the Policy, but resources aren't unlimited, and much time has been spent by Council on this issue.

Member Wagner asked Council to track incidents related to the Ordinance if it passes, so they have data to inform future decisions.

Mayor Sutton asked if the Police Department could add tracking these incidents into their Policy. Sandvik stated they could have this conversation in a future work session, but it may be difficult due to data privacy laws.

Member Wagner voiced concern over having no data to support this Ordinance.

Mayor Sutton stated it is not a crime to be unhoused, which is why the Police Department does not have the data.

Member Wagner stated the Police Department would still have access to the name of whose tent it was.

Sandvik asked for a list of what Council would like tracked.

Member Greenberg asked if there will be data if the Ordinance is violated going forward. Sandvik noted that is correct.

Member Blackledge asked Member Parisian how she would have gone about this process differently. Member Parisian stated she later realized she wished Council had involved groups like the HRC sooner and taken more of a proactive versus reactive approach. She noted there is a reason so many people are here tonight and doesn't want to rush to pass this Ordinance, but instead strengthen clarity in the language.

Member Greenberg MOVED, seconded by Sutton, to approve the second reading and adopt Ordinance No. 25-09, AN ORDINANCE AMENDING SECTION 930 OF THE ROBBINSDALE CITY CODE RELATING TO CAMPING ON PUBLIC PROPERTY.

A roll call was taken:

Ayes: Greenberg, Sutton

Nays: Wagner, Parisian, Blackledge

The motion failed.

PRESENTATIONS

A. 2025 GreenStep Award

Sandvik introduced Kayla Kirtz, Sustainability Coordinator.

Sustainability Coordinator Kirtz discussed what the GreenStep Award is, what the City has been doing to achieve the Award, and presented the Award.

Sandvik thanked Staff who worked hard on this achievement.

B. City of Robbinsdale Annual Comprehensive Financial Report for 2025

Finance Director Tahoun introduced Aaron Nielson, CPA, of LB Carlson.

LB Carlson Auditor, Aaron Nielson CPA, discussed the Annual Comprehensive Financial Report, the Special Purpose Report, and the Management Report.

Member Parisian asked what the purple bars labeled "Transfers Out" mean. Nielson stated that those are profitable level operations that are transferred to funds designated by Council.

Member Parisian asked why there was a significant decrease in "Transfers Out" in 2024 despite consistency in past years. Sandvik stated the dip is largely a result of lower revenue at the liquor store.

Member Wagner asked if Nielson could reiterate the purpose of these reports. Nielson stated that his role as the independent auditor is to verify that the financial statements are accurate according to submitted Staff summaries, but his role is not to tell Council how they have utilized their resources.

Member Wagner asked if an auditor would allow City Staff to work with them before publishing an opinion, or if rectifications would be included in the final analysis. Nielson stated that there are varying degrees of discrepancies, and it would depend on the degree.

Mayor Sutton congratulated the Finance Department for their hard work.

Member Wagner MOVED, seconded by Blackledge, to acknowledge the receipt of the City's Audited Annual Comprehensive Financial Report for the year ended December 31, 2024, Auditor's Management Report, and Special Purpose Audit Reports, as submitted by LB Carlson, LLP, and direct staff to distribute the report to other agencies as required. The vote was unanimous and the motion carried.

C. Certificate of Achievement for Excellence in Financial Reporting

Finance Director Tahoun introduced the background and history of the Certificate and noted this is the 45th consecutive year the City of Robbinsdale has received this award.

PUBLIC HEARINGS

A. Resolution adopting Street Reconstruction Plan and authorizing preliminary Bond

Sandvik introduced the Item.

Finance Director Tahoun discussed the background of the Item and financing details.

Elizabeth Bergman, of Baker Tilly Municipal Advisors, gave an overview of the proposed bond sales.

Member Parisian expressed her appreciation for the overview.

Member Wagner asked who buys the bonds. Bergman stated that Baker Tilly Municipal Advisors sells them in a competitive sale that goes out to their investor community through an online bid.

Member Wagner asked for clarification regarding the interest amounts. Bergman stated that Baker Tilly Municipal Advisors expects the true interest cost to be 3.897 percent, but they also need to be responsive to the market.

Member Wagner asked if there is a limit or ceiling where Baker Tilly would not sell or would come back and discuss with Staff before selling. Bergman stated she will discuss with clients if there is a number that is

unaffordable or if there is a disruption in the market. She stated the main discussion point is if the project is something that needs cash flow now.

Member Wagner stated his support for this funding initiative.

Member Wagner MOVED, seconded by Greenberg, to receive comments on the City's Proposed Street Reconstruction Plan 2025-2034. The vote was unanimous and the motion carried.

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

Member Wagner MOVED, seconded by Parisian, to receive comments on the City's Proposed Capital Improvement Plan 2025-2034. The vote was unanimous and the motion carried.

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

Member Greenberg MOVED, seconded by Wagner, to receive comments on Property Tax Abatement Bonds. The vote was unanimous and the motion carried.

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

Member Wagner MOVED, seconded by Blackledge, to waive the reading and order the adoption of Resolution No. 8161, A RESOLUTION APPROVING PROPERTY TAX ABATEMENT FOR IMPROVEMENTS TO SANBORN PARK IN THE CITY OF ROBBINSDALE, AND TAKING OTHER ACTIONS IN CONNECTION THEREWITH. The vote was unanimous and the motion carried.

Member Greenberg MOVED, seconded by Parisian, to waive the reading and order the adoption of Resolution No. 8162, A RESOLUTION ADOPTING A STREET RECONSTRUCTION PLAN, PROVIDING PRELIMINARY APPROVAL FOR THE ISSUANCE OF BONDS THEREUNDER, AND TAKING OTHER ACTIONS IN CONNECTION THEREWITH. The vote was unanimous and the motion carried.

Member Parisian MOVED, seconded by Wagner, to waive the reading and order the adoption of Resolution No. 8163, A RESOLUTION ADOPTING A CAPITAL IMPROVEMENT PLAN, PROVIDING PRELIMINARY APPROVAL FOR THE ISSUANCE OF BONDS THEREUNDER, AND TAKING OTHER ACTIONS IN CONNECTION THEREWITH. The vote was unanimous and the motion carried.

Member Blackledge MOVED, seconded by Greenberg, to waive the reading and order the adoption of Resolution No. 8164, A RESOLUTION PROVIDING FOR THE ISSUANCE AND SALE OF GENERAL OBLIGATION BONDS, SERIES 2025A, IN THE PROPOSED AGGREGATE PRINCIPAL AMOUNT OF \$8,650,000. The vote was unanimous and the motion carried.

NEW BUSINESS

A. Sanborn Building Architecture Firm

Sandvik provided an overview of the item, detailed the history of need, and plan going forward. He stated Staff recommends the City enter into a contract with Alliance to lead the design process for a new building in Sanborn Park.

Member Greenberg stated he appreciates that Alliance is recognized as a leader in sustainable architecture.

Member Parisian MOVED, seconded by Greenberg, to approve authorizing the City Manager to execute an agreement with Alliance. The vote was unanimous and the motion carried.

B. A Resolution Confirming the Desire to Rename Sanborn Park

Sandvik provided an overview of the item and detailed the history of renaming the Park.

Member Wagner stated he believes this is important to talk about, and Council is being intentional in the process.

Mayor Sutton asked if Sandvik was looking for Council to give feedback on the process. Sandvik stated the formal action Staff is looking for is approval of the Resolution.

Member Parisian is happy to support the Resolution, highlighted the importance of equity, and encouraged residents to learn more about why Council is moving to rename Sanborn Park.

Member Greenberg is also happy to support this Resolution, but wanted to clarify that he doesn't believe Parks should be named after people.

Member Blackledge thanked the previous Council for their work on this.

Mayor Sutton asked if there was a petition process. Sandvik stated they were going to make the process as easy as possible.

Member Parisian MOVED, seconded by Blackledge, to adopt Resolution No. 8165, A RESOLUTION CONFIRMING THE DESIRE TO RENAME SANBORN PARK IN THE CITY OF ROBBINSDALE. 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 disbursement requests for the period ending July 15, 2025. The vote was unanimous and the motion carried.

B. Special Work Session – August 19, 6:00 p.m.

Sandvik provided an overview of the item and detailed the work session discussion to set the 2026 budget.

Member Parisian MOVED, seconded by Wagner, to approve setting a Special Work Session for August 19, 2025, at 6:00 p.m., at City Hall. The vote was unanimous and the motion carried.

ADMINISTRATIVE REPORTS

Sandvik noted the City has an opening in the Finance Department, fun summer events coming up, and highlighted the excitement of Whizbang Days.

COUNCIL GENERAL COMMUNICATIONS

Member Wagner thanked the Public for coming to speak tonight, thanked Council for civil conversations, and thanked everyone who contributed to Whizbang Days.

Member Parisian echoed Member Wagner's sentiments.

Member Greenberg thanked everyone who came to speak tonight, thanked fellow Council Members, and thanked everyone who was involved in Whizbang Days.

Member Blackledge thanked Whizbang volunteers. He also noted his change in voting tonight came upon reflection in real time, along with Member Parisian's tenure and comments. Member Blackledge thanked the City Staff for the time they spent putting the Resolution together and Council Members for their discussion.

Mayor Sutton thanked Staff for their work on the camping Resolution and thanked all who volunteered and donated to Whizbang Days.

ADJOURNMENT

Member Wagner MOVED, seconded by Parisian to adjourn the meeting at 10:11 p.m. The vote was unanimous and the motion carried.

Chase Peterson-Etem, City Clerk

Bradley Sutton, Mayor

MINUTES

CITY COUNCIL WORK SESSION CALLED TO ORDER

Mayor Pro Tem Blackledge called the meeting to order at 7:29 PM.

ROLL CALL

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

Absent: Member Wagner

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

DISCUSSION

A. Review Interactive Technology Attendance Policy

Sandvik shared that, effective July 1, a new statute goes into effect that eliminates the three-meeting limit for remote Council meetings and removes the requirement for a Council member's location to be posted and accessible to the public during a remote meeting. He noted that our policy will need to be updated to reflect changes.

Member Greenberg asked if state statute overrides City policy. Sandvik explained that our policy dictates what we can do. Member Greenberg stated that our own policy could keep the limit on the number of remote meetings to prevent members from attending 100% of meetings remotely, but that we should change the policy to reflect that a public meeting space is no longer required. The rest of the Council agreed.

B. Pedestrian Friendly Infrastructure Network - Discussion

McCoy shared that tonight's goal is to discuss what Council would like to see in the built-out pedestrian infrastructure network after reviewing a rough draft. McCoy highlighted that the upcoming Shoreline Drive project will require some pedestrian infrastructure decisions. McCoy discussed the engineering perspective on sidewalks, and that they only want to have sidewalks where sidewalks will be used. He noted that sidewalks also need to be maintained and replaced over time, so staff want to make sure that new sidewalks will add to the trail system in a beneficial way. He summarized that not every single street needs a sidewalk, but he is open to Council's input on other locations for pedestrian infrastructure.

Mayor Sutton asked how Engineering staff determine which areas have high demand for a sidewalk. McCoy shared that they do not count pedestrian numbers, but assume demand based on surrounding infrastructure such as parks and mixed-use buildings. Mayor Pro Tem Blackledge and McCoy discussed crosswalk infrastructure on West Broadway. McCoy added that West Broadway is currently a county road, and we would like it turned back over to the City eventually.

Mayor Sutton asked if a trail is needed on the north side of Shoreline Drive since we already have trails alongside the lake. McCoy responded that residents in that area raised that concern, and he informed the residents that the trail on the north side would better connect to some other prominent regional bike trails. He explained that some folks are against the trail on the north side due to losing trees, which will need to be

removed anyways due to street reconstruction. Member Greenberg noted that residents would like to see some line differentiation to make the trail usable for walkers and bikers so that there is not fast bike traffic only.

Council and staff discussed options for adding pedestrian infrastructure to the plan in the areas of 42nd Ave, 36th Ave and June Ave, 39th Ave, 36th Ave by Hwy 100, and 38th Ave to Lakeview Terrace Park.

Mayor Pro Tem Blackledge also highlighted the desire for some more wayfinding generally. Bazyk added that he is a part of a committee working on a Bike and Pedestrian plan, and they are also focused on improving wayfinding. Member Parisian emphasized that wayfinding should not leave out downtown navigation points.

McCoy concluded that he has good guidance for planning the infrastructure network going forward.

C. Budget Updates

Sandvik shared that a special work session will be scheduled in August to discuss the budget once more internal work is complete. Then in September, Council will need to approve a preliminary not-to-exceed budget, which sets the maximum allowable increase. The final budget is then approved in December. Sandvik highlighted key budget components, including deficit spending, the HRA levy (which includes the EDA), and an estimated monthly tax impact for residents.

Sandvik shared that the 8% increase approved last year was largely driven by personnel costs, the City's biggest expense. He showed the personnel outlook for the upcoming year and noted that COLA and step increases alone will result in a 5% rise in payroll costs. Additionally, health insurance premiums have gone up 11%. Paid FMLA will also be a new expense following recent state legislation. Sandvik noted that LGA and Fiscal Disparities funding numbers are expected in the coming months and will factor into the final budget. Sandvik walked through a few minor staffing adjustments being discussed in RPD, Administration, and Engineering. Sandvik asked Council for any target percentage increases they are comfortable with.

Member Parisian asked for a summary of levy increases over the past several years. Sandvik replied that they've ranged from 5.5% to 10% over the last 4–5 years. Member Greenberg said it's difficult to commit to a number now, but he hopes to see more consistency in levy increases over time, ideally trending down. Mayor Pro Tem Blackledge echoed the desire for more predictable levy increases.

Mayor Sutton said he's heard LGA may decrease by 2–3% and asked what items, from staff's perspective, could be put on pause to avoid a sharp levy increase. Sandvik responded that holding the levy flat would require cuts, and it would be up to staff to determine what gets reduced. Sandvik supported the idea of maintaining consistency in the levy, noting that the City does a two-year internal forecast. However, big variables like LGA make long-term consistency challenging.

Member Greenberg said he would not be comfortable with any increase over 10%. Member Parisian said she supports staying consistent and feels comfortable in the 8–10% range. Mayor Sutton said he is currently comfortable in the 5–7% range. Mayor Pro Tem Blackledge also expressed support for the 8–10% range. Mayor Sutton asked what kind of increase might be expected if there are not any additional items added to this year's budget. Sandvik estimated that an 8–9% increase would be reasonable and noted that there's some flexibility in how to manage the deficit. Sandvik concluded that based on the feedback, he will prepare materials for further discussion in the coming months.

Mayor Sutton suggested holding a town hall or community meeting to further discuss the budget and answer questions about taxes in Robbinsdale.

D. Parks and Facilities Naming Resolution and Policy Updates

Sandvik shared that following the previous conversation, a resolution stating the intention to rename Sanborn Park was created. The new policy still needs refinement, and staff are looking for Council direction on its parameters and guidelines. Sandvik proposed issuing the resolution, establishing a timeline for submissions, and then collecting resident ideas. Those name recommendations would then go to the Parks, Recreation, and Forestry Commission (PRFC), followed by Council review based on PRFC's suggestions.

Member Parisian echoed support for PRFC involvement. Sandvik noted that if Council is comfortable, staff can add language to the resolution about opening name submissions for 30 days. Staff and Council discussed timing the name submission window around events like the Meet and Greet in September.

Member Greenberg asked what the final name decision-making process will look like, and whether Council will decide or if the community will vote on the final choice. Mayor Sutton said he would like to see the community involved in narrowing down a final name. Council agreed. Sandvik recommended gathering community feedback but clarified that Council should make the final say on a name and own that decision.

Member Parisian recalled that the first time around, Council was unable to reach consensus on a name when voting at a Council meeting, and she'd like a process in place if that happens again. She suggested narrowing down the pool to two name options in a future work session so that there will not be an opportunity for a tie vote at the Council meeting.

Council confirmed they are comfortable with the resolution moving forward to the Council meeting next week.

STAFF UPDATES

A. Organics Collection Update

Sandvik shared that logistically, things are currently going well with Republic Services. Republic Services started in April and the first bill arrived to the City in May. Right now, Republic collects around 1,000 organics bins in the city out of 5,100 households each week. Based on that percentage of organics customers, we charge all residents \$4.50 equally per month for organics based on state statute. Going into the contract, we were under the impression that the City would bill all residents, and then Republic would charge us only for the 1,000 households that they service. Sandvik explained that when we received the first bill in May, we learned that Republic charged the City \$4.50 for all 5,100 households, not just the 1,000 households that are serviced. This has led to ongoing conversations between the City and Republic. Sandvik shared that over the next few months, decisions are going to need to be made about organics, and he wanted to give Council a heads-up on the issue.

B. Upcoming LRT Discussions

Sandvik noted that LRT representatives may attend the August work session to provide an update. Staff are currently waiting for 60% engineered plans and more details on available funding. There are also plans to organize a fall bus tour with surrounding communities to visit an existing light rail site. The goal is to gather ideas for development and see how other areas have integrated light rail. Hopkins was suggested as a potential tour site. Rand encouraged Council to begin thinking about what they'd like to see on the tour and who should be invited. Council supported inviting staff from Crystal and Brooklyn Park.

Rand provided an update on anti-displacement funds. She said \$10 million is available, but recipients must provide a funding match. The advisory board created strong guidelines in the RFP, which focuses the funds primarily on nonprofits who would distribute funds directly to residents already impacted by light rail, mainly in Minneapolis. Cities are eligible to apply but must also provide matching funds. Rand expects the RFP to be released within 60 days.

Member Greenberg asked if individual businesses could apply for the funds. Rand explained that the RFP includes specific criteria, and the hope is that a nonprofit will apply with a plan to distribute dollars to businesses and individuals. The board cannot directly award funds to businesses, and an intermediary is needed to manage the distribution.

Member Greenberg asked if the Robbinsdale Chamber of Commerce could apply. Sandvik and Rand suggested that the EDA might be a better entity to apply.

COUNCIL UPDATES

Mayor Sutton asked about the public input portion of the upcoming July 15 Council meeting. Considering recent online responses, he suggested inviting Captain Elder or another RPD representative to speak about their approach to engaging with unhoused individuals and how they connect them to resources. Sandvik encouraged Council to let him know if there are specific points they'd like included in the Council memo or individuals they'd like to hear from as well.

Mayor Pro Tem Blackledge said the examples of RPD's approach have been helpful and asked how that information could be shared to better educate the public on City processes. Member Greenberg added that there's significant misinformation circulating about the ordinance. He stressed that the compassion and care aspects of the discussion should be highlighted.

Mayor Pro Tem Blackledge mentioned he may need to attend the August 4 Council meeting remotely due to being out of state.

A. Leadership Compass Self-Assessment (Blackledge)

Mayor Pro Tem Blackledge suggested moving this topic to a future meeting due to Member Wagner being absent tonight.

ADJOURNMENT

Mayor Pro Tem Blackledge adjourned the meeting at 10:06 PM.

Rachel Leen, Communications Coordinator

Raymond Blackledge, Mayor Pro Tem



TO: Mayor and City Council
PREPARED BY: Diaa Tahoun, Finance Director
APPROVED BY: Tim Sandvik, City Manager
DATE: August 4, 2025
RE: Approval of Credit Card Charges and Payment – May 2025

Background:

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

Analysis:

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

Recommendation:

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

Attachments:

1. May 2025 CC

INVOICE REGISTER REPORT FOR CITY OF ROBBINSDALE
 EXP CHECK RUN DATES 05/27/2025 - 05/27/2026
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 VENDOR CODE: CC VENDOR - CHECK TYPE: EFT

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

Purchase Card Vendor: 100292 U. S. BANCORP

05012025 127498	KAHLER INN CHIEFS CONFERENCE - HOTEL 1000-1200-6510.00000	05/01/2025 Bjohnson18 MEETING / TRAVEL EXPENSE	05/27/2025	509.49 509.49	0.00	Paid	Y 05/01/2025
05012025 127499	KAHLER INN CHIEFS CONFERENCE - HOTEL 1000-1200-6510.00000	05/01/2025 Bjohnson18 MEETING / TRAVEL EXPENSE	05/27/2025	509.49 509.49	0.00	Paid	Y 05/01/2025
05012025 127500	MENARDS BUTCHER BLOCK 7100-7115-6214.00000	05/01/2025 Bjohnson18 OPERATING SUPPLIES	05/27/2025	119.00 119.00	0.00	Paid	Y 05/01/2025
05012025 127501	FRANKIES PIZZA 1000-1260-6510.00000	05/01/2025 Bjohnson18 MEETING / TRAVEL EXPENSE	05/27/2025	71.04 71.04	0.00	Paid	Y 05/01/2025
05012025 127502	MENARDS CREDIT - STUD 1000-1571-6214.00000	05/01/2025 Bjohnson18 OPERATING SUPPLIES	05/27/2025	(14.56) (14.56)	0.00	Paid	Y 05/01/2025
05012025 127503	MENARDS SCREWS/BITS 1000-1571-6214.00000	05/01/2025 Bjohnson18 OPERATING SUPPLIES	05/27/2025	84.06 84.06	0.00	Paid	Y 05/01/2025
05012025 127504	MENARDS STUD 1000-1571-6214.00000	05/01/2025 Bjohnson18 OPERATING SUPPLIES	05/27/2025	19.28 19.28	0.00	Paid	Y 05/01/2025
05012025 127505	AMAZON FOIL PACKETS 1000-1260-6234.00000	05/01/2025 Bjohnson18 EQUIPMENT PARTS & SUPPLIES	05/27/2025	12.96 12.96	0.00	Paid	Y 05/01/2025
05012025 127506	AMAZON CONNECTOR OUTLET 1000-1260-6340.00000	05/01/2025 Bjohnson18 REPAIR & MAINTENANCE	05/27/2025	51.23 51.23	0.00	Paid	Y 05/01/2025

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

Purchase Card Vendor: 100292 U. S. BANCORP

05012025 127507	AMAZON ADAPTER 6000-6010-6216.00000	05/01/2025 Bjohnson18 CLOTHING & PERSONAL EQUIPMENT	05/27/2025	23.98 23.98	0.00	Paid	Y 05/01/2025
05012025 127508	MENARDS PVC PIPE/COUPLINGS 6000-6020-6214.00000	05/01/2025 Bjohnson18 OPERATING SUPPLIES	05/27/2025	123.76 123.76	0.00	Paid	Y 05/01/2025
05012025 127509	HOME DEPOT PIPE/NIPPLES 6100-6115-6214.00000	05/01/2025 Bjohnson18 OPERATING SUPPLIES	05/27/2025	81.22 81.22	0.00	Paid	Y 05/01/2025
05012025 127510	HOKA BOOTS - JOEL KONKOL 6000-6005-6216.00000 6100-6105-6216.00000	05/01/2025 Bjohnson18 CLOTHING & PERSONAL EQUIPMENT CLOTHING & PERSONAL EQUIPMENT	05/27/2025	240.00 120.00 120.00	0.00	Paid	Y 05/01/2025
05012025 127511	AMAZON MOBIL POLYREX TUBES 6000-6020-6214.00000	05/01/2025 Bjohnson18 OPERATING SUPPLIES	05/27/2025	73.87 73.87	0.00	Paid	Y 05/01/2025
05012025 127512	AMAZON POWERBANK - PORTABLE CHARGER - DMV 6700-6705-6214.00000	05/01/2025 Bjohnson18 OPERATING SUPPLIES	05/27/2025	69.99 69.99	0.00	Paid	Y 05/01/2025
05012025 127513	UPS SHIPPING 6700-6705-6378.00000	05/01/2025 Bjohnson18 POSTAGE & SHIPPING	05/27/2025	20.00 20.00	0.00	Paid	Y 05/01/2025
05012025 127514	HARBOR FREIGHT PREDATOR - 350 POWER 1000-1567-6234.00000	05/01/2025 Bjohnson18 EQUIPMENT PARTS & SUPPLIES	05/27/2025	279.99 279.99	0.00	Paid	Y 05/01/2025
05012025 127515	AMAZON STATION STROBES / DIANOSTIC TOOL	05/01/2025 Bjohnson18	05/27/2025	60.30	0.00	Paid	Y 05/01/2025

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Purchase Card Vendor: 100292 U. S. BANCORP							
	7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES		60.30			
05012025 127516	AMAZON DETAILER / WINDSHIELD CLEANER 7000-7010-6234.00000	05/01/2025 Bjohnson18 EQUIPMENT PARTS & SUPPLIES	05/27/2025	45.72 45.72	0.00	Paid	Y 05/01/2025
05012025 127517	AMAZON HEX NUTS 7000-7010-6234.00000	05/01/2025 Bjohnson18 EQUIPMENT PARTS & SUPPLIES	05/27/2025	21.74 21.74	0.00	Paid	Y 05/01/2025
05012025 127518	AMAZON HEX NUTS 7000-7010-6234.00000	05/01/2025 Bjohnson18 EQUIPMENT PARTS & SUPPLIES	05/27/2025	8.50 8.50	0.00	Paid	Y 05/01/2025
05012025 127519	AMAZON WRENCH SET / GRINDING WHEEL 7000-7010-6234.00000	05/01/2025 Bjohnson18 EQUIPMENT PARTS & SUPPLIES	05/27/2025	40.61 40.61	0.00	Paid	Y 05/01/2025
05012025 127520	AMAZON SCREWS / WASHERS / BOLTS 7000-7010-6234.00000	05/01/2025 Bjohnson18 EQUIPMENT PARTS & SUPPLIES	05/27/2025	114.70 114.70	0.00	Paid	Y 05/01/2025
05012025 127521	AMAZON FLOOR MATS 7000-7010-6234.00000	05/01/2025 Bjohnson18 EQUIPMENT PARTS & SUPPLIES	05/27/2025	58.56 58.56	0.00	Paid	Y 05/01/2025
05012025 127522	AMAZON STRAINER / PACKING KIT 7000-7010-6234.00000	05/01/2025 Bjohnson18 EQUIPMENT PARTS & SUPPLIES	05/27/2025	62.97 62.97	0.00	Paid	Y 05/01/2025
05012025 127523	AMAZON CREDIT - FROM WADERS PURCHASE 6200-6220-6950.00000-00819024	05/01/2025 Bjohnson18 MACHINERY & EQUIPMENT	05/27/2025	(99.67) (99.67)	0.00	Paid	Y 05/01/2025
05012025 127524	AMAZON WADERS	05/01/2025 Bjohnson18	05/27/2025	44.27	0.00	Paid	Y 05/01/2025

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
Purchase Card Vendor: 100292 U. S. BANCORP							
	6200-6220-6950.00000-00819024	MACHINERY & EQUIPMENT		44.27			
05012025 127525	AMAZON WADERS 6200-6220-6950.00000-00819024	05/01/2025 Bjohnson18 MACHINERY & EQUIPMENT	05/27/2025	55.40 55.40	0.00	Paid	Y 05/01/2025
05012025 127526	MNSCU FIRE OFFICER I - DEBRUINE 1000-1260-6512.00000	05/01/2025 Bjohnson18 CONFERENCE & SCHOOLS	05/27/2025	400.00 400.00	0.00	Paid	Y 05/01/2025
05012025 127527	FUNNER BROTHERS FIRE ACADEMY SNACKS 1000-1260-6512.00000	05/01/2025 Bjohnson18 CONFERENCE & SCHOOLS	05/27/2025	40.00 40.00	0.00	Paid	Y 05/01/2025
05012025 127528	HEIMAN FIRE EQUIPMENT RESCUE MANNEQUINS - CC PURCHASE 1000-1260-6512.00000	05/01/2025 Bjohnson18 CONFERENCE & SCHOOLS	05/27/2025	1,192.42 1,192.42	0.00	Paid	Y 05/01/2025
05012025 127529	LYNDES CATERING ANNUAL LUNCHEON 1000-1010-6214.00000	05/01/2025 Bjohnson18 OPERATING SUPPLIES	05/27/2025	987.49 987.49	0.00	Paid	Y 05/01/2025
05012025 127530	CHESTERS KITCHEN & BAR DINNER 1000-1220-6510.00000	05/01/2025 Bjohnson18 MEETING / TRAVEL EXPENSE	05/27/2025	23.73 23.73	0.00	Paid	Y 05/01/2025
05012025 127531	OLDE BRICK HOUSE LUNCH 1000-1220-6510.00000	05/01/2025 Bjohnson18 MEETING / TRAVEL EXPENSE	05/27/2025	17.26 17.26	0.00	Paid	Y 05/01/2025
05012025 127532	KAHLER INN & SUITES HOTEL 1000-1220-6510.00000	05/01/2025 Bjohnson18 MEETING / TRAVEL EXPENSE	05/27/2025	509.49 509.49	0.00	Paid	Y 05/01/2025
05012025 127533	MN CRIME PREVENTION ASSOCIATION MEMBERSHIP	05/01/2025 Bjohnson18	05/27/2025	60.00	0.00	Paid	Y 05/01/2025

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
Purchase Card Vendor: 100292 U. S. BANCORP							
	1000-1220-6514.00000	DUES & MEMBERSHIPS		60.00			
05012025 127534	USPS EVIDENCE - MAILED 1000-1220-6214.00000	05/01/2025 Bjohnson18 OPERATING SUPPLIES	05/27/2025	21.25 21.25	0.00	Paid	Y 05/01/2025
05012025 127535	UNITY TACTICAL PATROL EQUIPMENT 1000-1205-6234.00000	05/01/2025 Bjohnson18 EQUIPMENT PARTS & SUPPLIES	05/27/2025	154.00 154.00	0.00	Paid	Y 05/01/2025
05012025 127536	AMAZON EVIDENCE HARDWARE 1000-1200-6235.00000	05/01/2025 Bjohnson18 SMALL EQUIP EXP <\$5,000	05/27/2025	899.85 899.85	0.00	Paid	Y 05/01/2025
05012025 127537	EMERGENCY MANAGEMENT ASSOCIATION MEMBERSHIP 1000-1200-6514.00000	05/01/2025 Bjohnson18 DUES & MEMBERSHIPS	05/27/2025	200.00 200.00	0.00	Paid	Y 05/01/2025
05012025 127538	AMAZON PRIME MEMBERSHIP 1000-1200-6514.00000	05/01/2025 Bjohnson18 DUES & MEMBERSHIPS	05/27/2025	14.99 14.99	0.00	Paid	Y 05/01/2025
05012025 127539	LMC LMC - CONFERENCE: RACHEL LEEN 1000-1005-6510.00000	05/01/2025 Bjohnson18 MEETING / TRAVEL EXPENSE	05/27/2025	425.00 425.00	0.00	Paid	Y 05/01/2025
05012025 127540	CUB FOODS EMPLOYEE LUNCHEON 1000-1005-6510.00000	05/01/2025 Bjohnson18 MEETING / TRAVEL EXPENSE	05/27/2025	57.18 57.18	0.00	Paid	Y 05/01/2025
05012025 127541	LMC LMC CONFERENCE - KAYLA KIRTZ 1000-1005-6510.00000	05/01/2025 Bjohnson18 MEETING / TRAVEL EXPENSE	05/27/2025	470.00 470.00	0.00	Paid	Y 05/01/2025
050120205 127542	GOLDEN VALLEY COMMUNITY FOUNDATION GOLDEN VALLEY PRIDE FESTIVAL	05/01/2025 Bjohnson18	05/27/2025	162.15	0.00	Paid	Y 05/01/2025

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Purchase Card Vendor: 100292 U. S. BANCORP							
	1000-1030-6740.00000	CONTINGENCY		162.15			
05012025 127543	LYFT RIDE TO AIRPORT 1000-1260-6510.00000	05/01/2025 Bjohnson18 MEETING / TRAVEL EXPENSE	05/27/2025	29.94 29.94	0.00	Paid	Y 05/01/2025
05012025 127544	LYFT RIDE HOME FROM AIRPORT 1000-1260-6510.00000	05/01/2025 Bjohnson18 MEETING / TRAVEL EXPENSE	05/27/2025	60.63 60.63	0.00	Paid	Y 05/01/2025
05012025 127545	STARBUCKS LUNCH (1) 1000-1260-6510.00000	05/01/2025 Bjohnson18 MEETING / TRAVEL EXPENSE	05/27/2025	14.17 14.17	0.00	Paid	Y 05/01/2025
05012025 127546	BUBS BURGER LUNCH (2) 1000-1260-6510.00000	05/01/2025 Bjohnson18 MEETING / TRAVEL EXPENSE	05/27/2025	37.88 37.88	0.00	Paid	Y 05/01/2025
05012025 127547	STAYBRIDGE SUITES HOTEL - CIARAN 1000-1260-6510.00000	05/01/2025 Bjohnson18 MEETING / TRAVEL EXPENSE	05/27/2025	758.16 758.16	0.00	Paid	Y 05/01/2025
05012025 127548	STAYBRIDGE SUITES HOTEL - PAULMER 1000-1260-6510.00000	05/01/2025 Bjohnson18 MEETING / TRAVEL EXPENSE	05/27/2025	758.16 758.16	0.00	Paid	Y 05/01/2025
05012025 127549	USPS SHIPPING - BOUNDTREE 1000-1260-6378.00000	05/01/2025 Bjohnson18 POSTAGE & SHIPPING	05/27/2025	13.85 13.85	0.00	Paid	Y 05/01/2025
05012025 127550	SCHEELS PROGRAMS QUIPMENT ORDER - PICKLBALL 1000-1330-6214.00000	05/01/2025 Bjohnson18 OPERATING SUPPLIES	05/27/2025	399.94 399.94	0.00	Paid	Y 05/01/2025
05012025 127551	WCS U OF MN CONTINUED LEARNING WOMEN COACHES SYMPOSIUM - UNIVERSITY	05/01/2025 Bjohnson18	05/27/2025	175.00	0.00	Paid	Y 05/01/2025

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Purchase Card Vendor: 100292 U. S. BANCORP							
	1000-1300-6512.00000	CONFERENCE & SCHOOLS		175.00			
05012025 127552	SENSIBLE LAND INSTITUTE SENSIBLE LAND INSTITUTE - 1000-1100-6512.00000	05/01/2025 Bjohnson18 CONFERENCE & SCHOOLS	05/27/2025	58.00 58.00	0.00	Paid	Y 05/01/2025
05012025 127553	HY-VEE INC WATER BOTTLES FOR WALK WITH THE 1000-1325-6214.00000	05/01/2025 Bjohnson18 OPERATING SUPPLIES	05/27/2025	10.47 10.47	0.00	Paid	Y 05/01/2025
05012025 127554	HY-VEE INC ICE FOR WALK WITH THE MAYOR 1000-1235-6214.00000	05/01/2025 Bjohnson18 OPERATING SUPPLIES	05/27/2025	5.99 5.99	0.00	Paid	Y 05/01/2025
05012025 127556	SOLARWINDS WHD SUBSCRIPTION 7100-7110-6718.00000	05/01/2025 Bjohnson18 LICENSES TAXES & FEES	05/27/2025	570.00 570.00	0.00	Paid	Y 05/01/2025
05012025 127557	AMAZON HEADPHONES FOR CHERYL 7100-7110-6234.00000	05/01/2025 Bjohnson18 EQUIPMENT PARTS & SUPPLIES	05/27/2025	189.95 189.95	0.00	Paid	Y 05/01/2025
05012025 127558	AMAZON DESK LAMP / LAMINATOR MACHINE / CUPS 1000-1200-6214.00000	05/01/2025 Bjohnson18 OPERATING SUPPLIES	05/27/2025	134.88 134.88	0.00	Paid	Y 05/01/2025
05012025 127559	KELLY INN SWAT CONFERENCE 1000-1215-6512.00000	05/01/2025 Bjohnson18 CONFERENCE & SCHOOLS	05/27/2025	372.90 372.90	0.00	Paid	Y 05/01/2025
05012025 127560	KELLY INN SWAT CONFERENCE 1000-1215-6512.00000	05/01/2025 Bjohnson18 CONFERENCE & SCHOOLS	05/27/2025	248.60 248.60	0.00	Paid	Y 05/01/2025
05012025 127561	KELLY INN SWAT CONFERENCE	05/01/2025 Bjohnson18	05/27/2025	372.90	0.00	Paid	Y 05/01/2025

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
Purchase Card Vendor: 100292 U. S. BANCORP							
	1000-1215-6512.00000	CONFERENCE & SCHOOLS		372.90			
05012025 127562	USPS CERTIFIED MAIL 1000-1200-6378.00000	05/01/2025 Bjohnson18 POSTAGE & SHIPPING	05/27/2025	19.05 19.05	0.00	Paid	Y 05/01/2025
05012025 127563	AMAZON TECH SUPPLY - LENOVO THINKPAD 1000-1200-6214.00000	05/01/2025 Bjohnson18 OPERATING SUPPLIES	05/27/2025	263.25 263.25	0.00	Paid	Y 05/01/2025
05012025 127564	1800 FLOWERS GENE TRATTLES WIFES PASSING - 1000-1200-6214.00000	05/01/2025 Bjohnson18 OPERATING SUPPLIES	05/27/2025	76.83 76.83	0.00	Paid	Y 05/01/2025
05012025 127565	FLEET FARM FACE SHIELDS / RAIN JACKET 1000-1600-6216.00000	05/01/2025 Bjohnson18 CLOTHING & PERSONAL EQUIPMENT	05/27/2025	441.45 441.45	0.00	Paid	Y 05/01/2025
05012025 127566	APWA APWA WINTER MAINTENANCE SUPERVISOR 1000-1600-6512.00000	05/01/2025 Bjohnson18 CONFERENCE & SCHOOLS	05/27/2025	150.00 150.00	0.00	Paid	Y 05/01/2025
05012025 127567	PLANTRA TRUNK SAVER- TREE PROTECTION 1000-1370-6214.00000	05/01/2025 Bjohnson18 OPERATING SUPPLIES	05/27/2025	1,273.60 1,273.60	0.00	Paid	Y 05/01/2025
05012025 127568	UPRINTING SIGNS FOR CONSTRUCTION SITES 1000-1305-6382.00000	05/01/2025 Bjohnson18 ADVERTISING / PROMOTIONS	05/27/2025	214.12 214.12	0.00	Paid	Y 05/01/2025
05012025 127569	FORESTRY SUPPLIERS BACKPACK SPRAYER 1000-1370-6214.00000	05/01/2025 Bjohnson18 OPERATING SUPPLIES	05/27/2025	233.25 233.25	0.00	Paid	Y 05/01/2025
05012025 127570	CRYSTAL CAR WASH CARWASHES - UNIT # 223 (BRENNAS OLD	05/01/2025 Bjohnson18	05/27/2025	18.00	0.00	Paid	Y 05/01/2025

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Purchase Card Vendor: 100292 U. S. BANCORP							
	7000-7010-6336.00000	OTHER CONTRACTS		18.00			
05012025 127571	AMAZON JOY DISH SOAP GALLON JUG - KITCHEN 7100-7105-6214.00000	05/01/2025 Bjohnson18 OPERATING SUPPLIES	05/27/2025	25.95 25.95	0.00	Paid	Y 05/01/2025
05012025 127573	AMAZON JOY DISH SOAP FOR SINK / MECHANICAL 7100-7105-6214.00000	05/01/2025 Bjohnson18 OPERATING SUPPLIES	05/27/2025	12.50 12.50	0.00	Paid	Y 05/01/2025
05012025 127574	AMAZON POCKET FILE FOLDERS (BRENNAS OLD CC 7100-7105-6214.00000	05/01/2025 Bjohnson18 OPERATING SUPPLIES	05/27/2025	13.98 13.98	0.00	Paid	Y 05/01/2025
05012025 127575	AMAZON FOLDERS / INDEX TABS / LABELS 7100-7105-6214.00000	05/01/2025 Bjohnson18 OPERATING SUPPLIES	05/27/2025	33.11 33.11	0.00	Paid	Y 05/01/2025
05012025 127576	AMAZON PURELL HAND SOAP REFILLS (BRENNAS 7100-7105-6214.00000	05/01/2025 Bjohnson18 OPERATING SUPPLIES	05/27/2025	65.52 65.52	0.00	Paid	Y 05/01/2025
05012025 127577	CRYSTAL CAR WASH FIRE DEPT CAR WASHES (BRENNAS NEW CC 7000-7010-6336.00000	05/01/2025 Bjohnson18 OTHER CONTRACTS	05/27/2025	56.00 56.00	0.00	Paid	Y 05/01/2025
05012025 127578	CRYSTAL CAR WASH POLICE DEPT CAR WASHES (BRENNAS NEW 7000-7010-6336.00000	05/01/2025 Bjohnson18 OTHER CONTRACTS	05/27/2025	632.00 632.00	0.00	Paid	Y 05/01/2025
05012025 127579	AMAZON PURCELL HAND SOAP REFILLS FOR 7100-7105-6214.00000	05/01/2025 Bjohnson18 OPERATING SUPPLIES	05/27/2025	52.47 52.47	0.00	Paid	Y 05/01/2025
05012025 127580	HOLIDAY CAR WASH POLICE DEPT CAR WASHES (BRENNAS NEW 7000-7010-6336.00000	05/01/2025 Bjohnson18 OTHER CONTRACTS	05/27/2025	27.50	0.00	Paid	Y 05/01/2025

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Purchase Card Vendor: 100292 U. S. BANCORP							
	7000-7010-6336.00000	OTHER CONTRACTS		27.50			
05012025							
127581	AMAZON	05/01/2025	05/27/2025	1,266.90	0.00	Paid	Y
	P & R: FOLDING CHAIRS + DOLLY CART	Bjohnson18					05/01/2025
	1000-1325-6214.00000	OPERATING SUPPLIES		1,266.90			
05012025							
127582	AMAZON	05/01/2025	05/27/2025	152.94	0.00	Paid	Y
	P & R: FOLDING CHAIRS + DOLLY CART	Bjohnson18					05/01/2025
	1000-1325-6214.00000	OPERATING SUPPLIES		152.94			
05012025							
127583	HOLIDAY CAR WASH	05/01/2025	05/27/2025	1.00	0.00	Paid	Y
	TEST: UPDATED NEW CC # 8510 ON FILE	Bjohnson18					05/01/2025
	7000-7010-6336.00000	OTHER CONTRACTS		1.00			
05012025							
127584	HOLIDAY CAR WASH	05/01/2025	05/27/2025	(1.00)	0.00	Paid	Y
	TEST: UPDATED NEW CC # 8510 ON FILE	Bjohnson18					05/01/2025
	7000-7010-6336.00000	OTHER CONTRACTS		(1.00)			
05012025							
127585	TERRY BLACK'S BBQ	05/01/2025	05/27/2025	70.96	0.00	Paid	Y
	ESO CONFERENCE MEAL	Bjohnson18					05/01/2025
	1000-1260-6510.00000	MEETING / TRAVEL EXPENSE		70.96			
05012025							
127586	VELVET TACO	05/01/2025	05/27/2025	33.14	0.00	Paid	Y
	ESO CONFERENCE MEAL	Bjohnson18					05/01/2025
	1000-1260-6510.00000	MEETING / TRAVEL EXPENSE		33.14			
05012025							
127587	RANCH 616	05/01/2025	05/27/2025	22.48	0.00	Paid	Y
	ESO CONFERENCE MEAL	Bjohnson18					05/01/2025
	1000-1260-6510.00000	MEETING / TRAVEL EXPENSE		22.48			
05012025							
127589	BURGER BAR	05/01/2025	05/27/2025	35.35	0.00	Paid	Y
	ESO CONFERENCE MEAL	Bjohnson18					05/01/2025
	1000-1260-6510.00000	MEETING / TRAVEL EXPENSE		35.35			
05012025							
127590	UBER	05/01/2025	05/27/2025	6.40	0.00	Paid	Y
	ESO CONFERENCE - TRAVEL	Bjohnson18					05/01/2025

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
Purchase Card Vendor: 100292 U. S. BANCORP							
	1000-1260-6510.00000	MEETING / TRAVEL EXPENSE		6.40			
05012025 127591	UBER ESO CONFERENCE - TRAVEL 1000-1260-6510.00000	05/01/2025 Bjohnson18 MEETING / TRAVEL EXPENSE	05/27/2025	20.98 20.98	0.00	Paid	Y 05/01/2025
05012025 127592	UBER ESO CONFERENCE - TRAVEL 1000-1260-6510.00000	05/01/2025 Bjohnson18 MEETING / TRAVEL EXPENSE	05/27/2025	28.06 28.06	0.00	Paid	Y 05/01/2025
05012025 127593	JW MARRIOT ESO CONFERENCE - HOTEL 1000-1260-6510.00000	05/01/2025 Bjohnson18 MEETING / TRAVEL EXPENSE	05/27/2025	1,040.13 1,040.13	0.00	Paid	Y 05/01/2025
05012025 127594	JW MARRIOT ESO CONFERENCE - HOTEL 1000-1260-6510.00000	05/01/2025 Bjohnson18 MEETING / TRAVEL EXPENSE	05/27/2025	1,040.13 1,040.13	0.00	Paid	Y 05/01/2025
05012025 127595	JW MARRIOT ESO CONFERENCE - HOTEL 1000-1260-6510.00000	05/01/2025 Bjohnson18 MEETING / TRAVEL EXPENSE	05/27/2025	1,040.13 1,040.13	0.00	Paid	Y 05/01/2025
05012025 127596	SUMMIT FIRE PROTECTION FIRE EXTINGUISHER CHECKS 1000-1390-6332.00000	05/01/2025 Bjohnson18 MAINTENANCE CONTRACTS	05/27/2025	158.00 158.00	0.00	Paid	Y 05/01/2025
05012025 127597	MN DEPARTMENT OF LABOR JAMES SCAREY - BOILERS LICENSE 7100-7115-6718.00000	05/01/2025 Bjohnson18 LICENSES TAXES & FEES	05/27/2025	20.00 20.00	0.00	Paid	Y 05/01/2025
05012025 127598	HOME DEPOT KEYS / PAINT 7100-7115-6214.00000	05/01/2025 Bjohnson18 OPERATING SUPPLIES	05/27/2025	245.77 245.77	0.00	Paid	Y 05/01/2025
05012025 127599	MENARDS HOOKS / REELS	05/01/2025 Bjohnson18	05/27/2025	28.63	0.00	Paid	Y 05/01/2025

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Purchase Card Vendor: 100292 U. S. BANCORP							
	1000-1567-6214.00000	OPERATING SUPPLIES		28.63			
05012025 127600	HOME DEPOT GLOVES / BRUSHES 1000-1571-6214.00000	05/01/2025 Bjohnson18 OPERATING SUPPLIES	05/27/2025	64.07 64.07	0.00	Paid	Y 05/01/2025
05012025 127601	AMAZON CORD REEL 1000-1567-6234.00000	05/01/2025 Bjohnson18 EQUIPMENT PARTS & SUPPLIES	05/27/2025	537.58 537.58	0.00	Paid	Y 05/01/2025
05012025 127602	AMAZON CORD REEL 1000-1567-6234.00000	05/01/2025 Bjohnson18 EQUIPMENT PARTS & SUPPLIES	05/27/2025	537.58 537.58	0.00	Paid	Y 05/01/2025
05012025 127603	APWA FACILITIES & GROUNDS MANAGEMENT 1000-1500-6512.00000	05/01/2025 Bjohnson18 CONFERENCE & SCHOOLS	05/27/2025	150.00 150.00	0.00	Paid	Y 05/01/2025
05012025 127604	APWA PWX REGISTRATION - RICHARD MCCOY 1000-1400-6512.00000	05/01/2025 Bjohnson18 CONFERENCE & SCHOOLS	05/27/2025	884.00 884.00	0.00	Paid	Y 05/01/2025
05012025 127605	DELTA AIR TRAVEL CHICAGO FOR PWX - RICHARD 1000-1400-6510.00000	05/01/2025 Bjohnson18 MEETING / TRAVEL EXPENSE	05/27/2025	258.96 258.96	0.00	Paid	Y 05/01/2025
05012025 127712	FBI FBI LEEDA - MUHIDINE 1000-1205-6512.00000	05/01/2025 Bjohnson18 CONFERENCE & SCHOOLS	05/27/2025	795.00 795.00	0.00	Paid	Y 05/01/2025
05012025 127713	BCA BCA CREDIT - LANA (NO RECEIPT) 1000-1205-6512.00000	05/01/2025 Bjohnson18 CONFERENCE & SCHOOLS	05/27/2025	(300.00) (300.00)	0.00	Paid	Y 05/01/2025
05012025 127714	BCA BCA DMT - PAULNOCK	05/01/2025 Bjohnson18	05/27/2025	375.00	0.00	Paid	Y 05/01/2025

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Purchase Card Vendor: 100292 U. S. BANCORP							
	1000-1205-6512.00000	CONFERENCE & SCHOOLS		375.00			
05012025 127970	HY-VEE INC WATER 1000-1200-6372.00000	05/01/2025 Bjohnson18 TELEPHONE LINES	05/27/2025	23.96 23.96	0.00	Paid	Y 05/01/2025
05012025 127971	FRANKIES MAC DINNER 1000-1200-6382.00000	05/01/2025 Bjohnson18 ADVERTISING / PROMOTIONS	05/27/2025	44.17 44.17	0.00	Paid	Y 05/01/2025
05012025 127972	PUB 42 CHAPLAIN RECRUITMENT 1000-1200-6512.00000	05/01/2025 Bjohnson18 CONFERENCE & SCHOOLS	05/27/2025	401.40 401.40	0.00	Paid	Y 05/01/2025
05012025 127973	PAP JOHNS NULTI-AGENCY EMERGENCY RESPONSE 1000-1205-6214.00000	05/01/2025 Bjohnson18 OPERATING SUPPLIES	05/27/2025	110.70 110.70	0.00	Paid	Y 05/01/2025
05012025 127974	MENARDS STACKER BOX 16 QT - CREDIT 1000-1205-6234.00000	05/01/2025 Bjohnson18 EQUIPMENT PARTS & SUPPLIES	05/27/2025	(41.53) (41.53)	0.00	Paid	Y 05/01/2025
05012025 127975	DELTA AIR FLIGHT - THIS CHARGE WILL BE 1000-1200-6510.00000	05/01/2025 Bjohnson18 MEETING / TRAVEL EXPENSE	05/27/2025	246.97 246.97	0.00	Paid	Y 05/01/2025
05242023 112992	HYATT REGENCY GFOA CONFERENCE - HOTEL 1000-1050-6510.00000	05/24/2023 Bjohnson18 MEETING / TRAVEL EXPENSE	07/10/2023	0.00 931.48	0.00	Void	N 05/24/2023
Total Purchase Card Vendor: 100292 U. S. BANCORP				25,440.57	0.00		
# of Invoices:	110	# Due:	0	Totals:	25,897.33	0.00	
# of Credit Memos:	5	# Due:	0	Totals:	(456.76)	0.00	
Net of Invoices and Credit Memos:				25,440.57	0.00		

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
--- TOTALS BY FUND ---							
	1000 - GENERAL FUND			22,312.90	0.00		
	6000 - WATER			341.61	0.00		
	6100 - SANITARY SEWER			201.22	0.00		
	6200 - STORM SEWER			0.00	0.00		
	6700 - DEPUTY REGISTRAR			89.99	0.00		
	7000 - CENTRAL GARAGE			1,146.60	0.00		
	7100 - CENTRAL SERVICES			1,348.25	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	1005 - LEGISLATIVE			952.18	0.00		
	1010 - PUBLIC RELATIONS			987.49	0.00		
	1030 - ADMINISTRATIVE SERVICES			162.15	0.00		
	1100 - PLANNING & ZONING			58.00	0.00		
	1200 - POLICE SUPPORT SERVICES			3,344.33	0.00		
	1205 - PATROL SERVICES			1,093.17	0.00		
	1215 - EMERGENCY RESPONSE UNIT			994.40	0.00		
	1220 - INVESTIGATIONS / SPECIAL SV			631.73	0.00		
	1235 - EMERGENCY MANAGEMENT			5.99	0.00		
	1260 - FIRE PREVENTION / SUPPRESSI			6,778.20	0.00		
	1300 - RECREATION ADMINISTRATION			175.00	0.00		
	1305 - COMMUNITY CENTER OPERATIONS			214.12	0.00		
	1325 - GENERAL PROGRAMS			1,430.31	0.00		
	1330 - YOUTH - CHILDREN PROGRAMS			399.94	0.00		
	1370 - FORESTRY			1,506.85	0.00		
	1390 - LIBRARY BUILDING OPERATIONS			158.00	0.00		
	1400 - ENGINEERING SERVICES			1,142.96	0.00		
	1500 - PARKS ADMINISTRATION			150.00	0.00		
	1567 - PARKS EQUIPMENT MAINTENANCE			1,383.78	0.00		
	1571 - PARKS BALLFIELD MAINTENANCE			152.85	0.00		
	1600 - STREETS ADMINISTRATION			591.45	0.00		
	6005 - WATER UTILITY ADMINISTRATIC			120.00	0.00		
	6010 - WATER UTILITY DISTRIBUTION			23.98	0.00		
	6020 - WATER UTILITY WELL & PLANT			197.63	0.00		
	6105 - SANITARY SEWER ADMINISTRATI			120.00	0.00		
	6115 - SAN SEWER MAINTENANCE			81.22	0.00		
	6220 - STORM SEWER CAP IMPROVEMENT			0.00	0.00		
	6705 - LICENSE CENTER OPERATIONS			89.99	0.00		
	7010 - CG VEHICLE MAINTENANCE			1,146.60	0.00		
	7105 - CS GENERAL OFFICE			203.53	0.00		
	7110 - CS INFORMATION TECHNOLOGY			759.95	0.00		
	7115 - CS GOVERNMENT BUILDINGS			384.77	0.00		
0084				3,337.76			

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
GL Distribution							
--- TOTALS BY PAYMENT CARD ACCOUNT ---							
	0001			5,000.00			
	0337			987.49			
	0731			169.06			
	1331			16.46			
	1355			591.45			
	1541			1,672.79			
	1568			1,114.33			
	2743			1,900.57			
	3103			343.01			
	4364			1,488.41			
	4754			759.95			
	5111			89.99			
	5157			1,632.42			
	5319			58.00			
	5971			574.94			
	6142			1,720.97			
	6348			1,142.96			
	6658			870.00			
	6719			1,018.98			
	6932			693.09			
	8046			542.83			
	8424			1,741.63			
	8510			2,187.81			
	8631			785.67			



TO: Mayor and City Council
PREPARED BY: Diaa Tahoun, Finance Director
APPROVED BY: Tim Sandvik, City Manager
DATE: August 4, 2025
RE: Investment Report

Background:

Attached is the investment portfolio information for the quarter ending June 30, 2025, prepared by the Finance Department. The report includes quarterly cash position amounts for 2025, as well as a future economic outlook.

Analysis:

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

Recommendation:

Approve a motion to acknowledge the Investment Report for the quarter ended June 2025.

Attachments:

1. Q2 2025

PORTFOLIO STATISTICS

GENERAL

# of Positions	142
Total Par	55,928,709
Total Market Value	\$54,310,098
Total Accrued Interest	\$300,642
Cash	\$0
Portfolio Value	\$54,610,740
Callable %	2.65%

AVERAGES

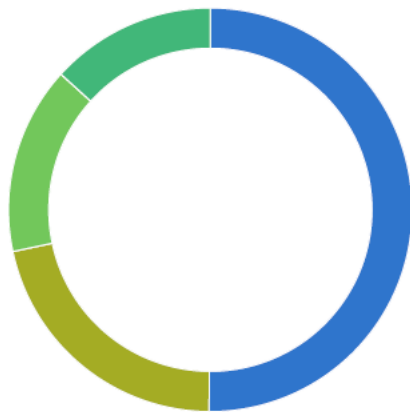
Maturity	07/19/2027 (2.02 Yrs)
Duration	1.866
Coupon	2.317
Price	76.358
Yield to Worst	4.119
Yield to Maturity	4.119

INCOME

Next 12 Months	\$949,283
Annualized Gross Income	\$1,024,585
Unrealized Gain/Loss	\$215,624

State Board of Investment (SBI) Par \$100,000
State Board of Investment (SBI) Market Value \$119,683

ASSET TYPE DISTRIBUTION



- US Municipal Bond 50.10%
- Money Market Fund 21.58%
- CDs / Commercial Paper 15.04%
- Government/Agency Bond 13.26%

Note

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

Economic Outlook

Constant Job Growth in June

The U.S. Department of Labor reported just prior to the Independence Day holiday that the U.S. economy added 147,000 jobs in June. This was in line with the previous two months – 144,000 in May and 158,000 in April – both of which were adjusted upwards from prior estimates. At the same time, the unemployment rate decreased to 4.1% in June, down from 4.2% in May. Sectors that saw the most job gains in June were healthcare and state & local government. The federal government, on the other hand, continued to bleed jobs, losing 7,000 in June and 69,000 in aggregate since January.

Mixed Results for Business Activity Surveys

The Institute for Supply Management (ISM) reported recently that its ISM Manufacturing Index registered 49.0% in June, up marginally from 48.5% in May but still below the 50% threshold that differentiates expansion of business activity from contraction. This was the fourth straight sub-50% reading for the index. On the services side of the economy, an increase in new orders helped push the ISM Services Index back into expansion territory at 50.8% in June, an increase from 49.9% in May. Over the last year, the Services index has surpassed 50% in 11 out of 12 months.

S&P 500 Earnings Growth Expected to Slow

With the earnings reporting season set to kick off this week, the projected Q2 2025 earnings per share (EPS) growth rate for S&P 500 companies stands at 5.0% (year-over-year), based on Wall Street analysts' estimates, according to FactSet. If achieved, this would be the eighth straight quarter of earnings growth but would represent a slowdown from 7.8% in Q1 and would be the slowest pace since Q4 2023 (+4.0%). The highest EPS growth rates for Q2 are expected to occur in the Communication Services and Information Technology sectors (29% and 17%, respectively), while Energy sector companies are expected to show a decline of 26%.

TO: Mayor and City Council
PREPARED BY: Matthew Bazyk, Recreation Services Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: August 4, 2025
RE: Manor Park Playground Selected

Background:

The Manor Playground is up for renovation. This project is in alignment with the established CIP and newly approved Parks System Plan. This playground project was also included as one of the Bond items on July 15th.

Analysis:

City staff collected potential playground options from St. Croix Recreation, MWP and KOMPAN. Staff and the PRFC held community engagement opportunities at Manor Park on July 11th and 12th. Community members cast votes for their favorite option. 79 community members cast votes and the St. Croix design received 48 first-place votes and 20 second-place votes. City Staff and the PRFC also preferred the St. Croix design.

Recommendation:

Approve the purchase of the new St. Croix Recreation playground at Manor Park for \$349,843.36

Attachments:

1. 100-203125-3-R2_1
2. 100-203125-3-R2_2



COLOR KEY

- YELLOW
- ORANGE
- LIME
- AQUA
- ORANGE/BLACK





TO: Mayor and City Council
PREPARED BY: Matthew Bazyk, Recreation Services Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: August 4, 2025
RE: Waiving of Entertainment and Rental Permit Fees for Robbinsdale Public School Event at LVT

Background:

The "Great Rdale Get Together" will be held at Lakeview Terrace Park in Robbinsdale on Saturday, August 9th from 10:00 am to 2:00 pm. This is the second time this event will be held in Robbinsdale, the first being in 2023. This is a free community event hosted by the Robbinsdale School District, and is intended to connect residents and RPS families to others in the community and schools as they enter the new school year.

Analysis:

In an attempt to maintain the wonderful working relationship that Robbinsdale Recreation and Robbinsdale Community Education have built over the past three years, we would like to waive any non-food related permit fees for this District event. That would include the rental fee for the pavilion at Lake View Terrace and the \$100 entertainment fee for the DJ.

Recommendation:

Approve the waiving of rental and entertainment permit fees for Robbinsdale Public Schools "Great Rdale Get Together".

Attachments:

None

TO: Mayor and City Council
PREPARED BY: Daaa Tahoun, Finance Director
APPROVED BY: Tim Sandvik, City Manager
DATE: August 4, 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 June 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 throughout 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 June 2025.

Attachments:

1. Quarterly Financials 2025

City of Robbinsdale
General Fund
For Period Ending June 30, 2025

	2nd Quarter 2024	Year to Date Actual	Annual Budget	Under (Over) Budget	Percent Received / Expended
Revenues/Other Cash Inflow					
Taxes	\$ 4,200,000	\$ 4,200,000	\$ 9,504,954	\$ 5,304,954	44.2%
Business Licenses	(3,556)	80,940	121,000	40,060	66.9%
Non-Business Licenses & Permits	137,858	196,314	429,459	233,145	45.7%
Intergovernmental	38,686	305,611	2,932,766	2,627,155	10.4%
General Government Fees	41,312	161,474	318,420	156,946	50.7%
Public Safety Fees	6,486	9,522	21,000	11,478	45.3%
Recreation Fees	42,794	90,746	120,394	29,648	75.4%
Fines & Forfeitures	56,297	102,431	195,000	92,569	52.5%
Franchise Fees	173,849	173,849	520,000	346,151	33.4%
Interest and dividends			156,560	156,560	
Miscellaneous Revenue	203,275	203,275	16,500	(186,775)	1232.0%
Contributions From Other Funds			300,000	300,000	
Fund Balance Reserves					
Total Revenues/Other Cash Inflows	\$ 4,897,001	\$ 5,524,162	\$ 14,636,053	\$ 9,111,891	37.7%

Expenses/Other Cash Outflow					
City Council	\$ 58,153	\$ 107,775	\$ 188,580	\$ 80,805	57.2%
Legal Services	25,694	34,822	124,467	89,645	28.0%
Administrative Services	135,817	231,717	490,128	258,411	47.3%
Assessing	4,559	6,737	10,715	3,978	62.9%
Financial Services	75,971	126,678	343,925	217,247	36.8%
Community Development	175,522	309,245	658,119	348,874	47.0%
Police Services	1,701,353	3,126,559	7,411,855	4,285,296	42.2%
Fire Services	243,548	447,344	1,131,222	683,878	39.5%
Recreation & Parks	221,269	376,305	775,538	399,233	48.5%
Engineering Services	280,919	430,561	1,041,184	610,623	41.4%
Public Works	650,716	1,111,910	2,963,434	1,851,524	37.5%
Transfer to Other Funds					
Total Expenses/Other Cash Outflow	\$ 3,573,521	\$ 6,309,653	\$ 15,139,167	\$ 8,829,514	41.7%

City of Robbinsdale
Water Utility Fund
For Period Ending June 30, 2025

	2nd Quarter 2024	Year to Date Actual	Annual Budget	Under (Over) Budget	Percent Received / Expended
Water Utility Operations					
Revenues/Other Cash Inflow					
Water Charges	\$ 1,507,323	\$ 2,261,369	\$ 4,738,934	\$ 2,477,565	47.7%
Intergovernmental - Grant	88,770	90,368	6,002,500	5,912,132	1.5%
Interest Income	4,189	11,063	135,000	123,937	8.2%
Bond Proceeds			3,904,610	3,904,610	
Other Revenue	-	2,927	44,500	41,573	6.6%
Total Revenues/Other Cash Inflows	\$ 1,600,282	\$ 2,365,727	\$ 14,825,544	\$ 12,459,817	16.0%
Expenses/Other Cash Outflow					
Personal Service	\$ 149,651	\$ 278,559	\$ 435,645	\$ 157,086	63.9%
Supplies	103,906	170,779	562,647	391,868	30.4%
Other Services & Charges	277,562	477,269	1,083,026	605,757	44.1%
Depreciation	309,000	618,000	1,236,000	618,000	50.0%
Capital Improvements	144,637	153,872	10,173,210	10,019,338	1.5%
Bond Principal		335,000	2,192,771	1,857,771	15.3%
Bond Interest		289,144	823,821	534,677	35.1%
Fiscal Agent Fees	42	371	610	239	60.8%
Debt Issuance Cost					
Operating Transfers Out			65,000	65,000	
Total Expenses/Other Cash Outflow	\$ 984,798	\$ 2,322,994	\$ 16,572,730	\$ 14,249,736	14.0%
Increase (Decrease)					
Year-to-date Revenue less Expenses		<u>\$ 42,733</u>			

City of Robbinsdale
Sanitary Sewer Fund
For Period Ending June 30, 2025

	<u>2nd Quarter</u> 2024	<u>Year to Date</u> Actual	<u>Annual</u> Budget	<u>Under (Over)</u> Budget	<u>Percent</u> Received / Expended
Sanitary Sewer Operations					
<u>Revenues/Other Cash Inflow</u>					
Sanitary Sewer Charges	\$ 1,030,069	\$ 1,569,604	\$ 3,315,403	\$ 1,745,799	47.3%
Interest Income	1,479	3,905	57,500	53,595	6.8%
Bond Proceeds			743,800	743,800	
Other Revenue		2,927	5,000	2,073	
Total Revenues/Other Cash Inflows	<u>\$ 1,031,548</u>	<u>\$ 1,576,436</u>	<u>\$ 4,121,703</u>	<u>\$ 2,545,267</u>	<u>38.2%</u>
<u>Expenses/Other Cash Outflow</u>					
Personal Service	\$ 48,924	\$ 78,628	\$ 235,606	\$ 156,978	33.4%
Supplies	14,635	16,691	49,664	32,973	33.6%
Other Charges & Services	381,272	765,720	1,597,835	832,115	47.9%
Depreciation	66,306	132,612	265,225	132,613	50.0%
Capital Improvements	5,028	5,028	1,020,800	1,015,772	0.5%
Bond Principal Pymts		245,000	215,000	(30,000)	114.0%
Bond Interest		32,625	49,150	16,525	66.4%
Fiscal Agent Fees	47	261	668	407	39.1%
Debt Issuance Cost					
Operating Transfers Out			16,000	16,000	
Total Expenses/Other Cash Outflow	<u>\$ 516,212</u>	<u>\$ 1,276,565</u>	<u>\$ 3,449,948</u>	<u>\$ 2,173,383</u>	<u>37.0%</u>
		<u>Increase (Decrease)</u>			
Year-to-date Revenue less Expenses		<u>\$ 299,871</u>			

City of Robbinsdale
Storm Sewer Fund
For Period Ending June 30, 2025

	<u>2nd Quarter 2024</u>	<u>Year to Date Actual</u>	<u>Annual Budget</u>	<u>Under (Over) Budget</u>	<u>Percent Received / Expended</u>
Storm Sewer Operations					
<u>Revenues/Other Cash Inflow</u>					
Storm Sewer Charges	\$ 692,046	\$ 1,083,872	\$ 2,071,001	\$ 987,129	52.3%
Interest Income	1,108	2,928	60,000	57,072	4.9%
Bond Proceeds			4,352,100	4,352,100	
Other Revenue					
Total Revenues/Other Cash Inflows	<u>\$ 693,154</u>	<u>\$ 1,086,800</u>	<u>\$ 6,483,101</u>	<u>\$ 5,396,301</u>	<u>16.8%</u>
<u>Expenses/Other Cash Outflow</u>					
Personal Service	\$ 48,680	\$ 71,419	\$ 195,143	\$ 123,724	36.6%
Supplies	23,667	23,667	162,656	138,989	14.6%
Other Charges & Services	108,914	230,929	556,441	325,512	41.5%
Depreciation	100,000	200,000	400,000	200,000	50.0%
Capital Improvements	1,575	1,575	4,579,600	4,578,025	0.0%
Bond Principal Pymts		415,000	415,000		100.0%
Bond Interest		49,756	97,147	47,391	51.2%
Fiscal Agent Fees	78	419		(419)	
Debt Issuance Cost					
Operating Transfers out			25,000	25,000	
Total Expenses/Other Cash Outflow	<u>\$ 282,914</u>	<u>\$ 992,765</u>	<u>\$ 6,430,987</u>	<u>\$ 5,438,222</u>	<u>15.4%</u>
		<u>Increase (Decrease)</u>			
Year-to-date Revenue less Expenses		<u>\$ 94,035</u>			

City of Robbinsdale
Solid Waste Fund
For Period Ending June 30, 2025

	<u>2nd Quarter 2024</u>	<u>Year to Date Actual</u>	<u>Annual Budget</u>	<u>Under (Over) Budget</u>	<u>Percent Received / Expended</u>
Solid Waste Operations					
<u>Revenues/Other Cash Inflow</u>					
Solid Waste Charges	\$ 908,547	\$ 1,359,797	\$ 2,446,860	\$ 1,087,063	55.6%
County Grant Revenue	31,290	31,290	66,000	34,710	47.4%
Interest Income			79,000	79,000	
Other Revenue	1,400	1,900	3,000	1,100	63.3%
Total Revenues/Other Cash Inflows	<u>\$ 941,237</u>	<u>\$ 1,392,987</u>	<u>\$ 2,594,860</u>	<u>\$ 1,201,873</u>	<u>53.7%</u>
<u>Expenses/Other Cash Outflow</u>					
Personal Service	\$	\$	\$	\$	
Supplies					
Other Charges & Services	698,884	1,104,836	2,206,989	1,102,153	50.1%
Transfer to Other Funds			200,000	200,000	
Total Expenses/Other Cash Outflow	<u>\$ 698,884</u>	<u>\$ 1,104,836</u>	<u>\$ 2,406,989</u>	<u>\$ 1,302,153</u>	<u>45.9%</u>
		<u>Increase (Decrease)</u>			
Year-to-date Revenue less Expenses		<u>\$ 288,151</u>			



TO: Mayor and City Council
PREPARED BY: Sherry O'Donnell, Admin Support/Deputy City Clerk
APPROVED BY: Tim Sandvik, City Manager
DATE: August 4, 2025
RE: Public Safety Annual Open House

Background:

The Robbinsdale Fire Department submitted an application for the annual Public Safety Open House on Saturday, August 9, 2025. The requested road closure is Hubbard Avenue North between 41st and 41 ½ Avenues North from 11:00 a.m. until 3:00 p.m.

Analysis:

The application has been reviewed and approved by the Police Chief and the Public Works Director/City Engineer.

The Public Works Director/City Engineer recommends approval subject to:

1. The bus company be contacted so bus traffic can be re-directed for the duration of the closure. This is a State Aid street, but the requested closure conforms to City Council adopted policy.
2. Barricades used to keep traffic out of the closed section of road with the northern end allowing vehicles an easy way of exiting.
3. The Public Works Director/City Engineer recommends that Broadway Court and 4628 41st Ave N (formerly Robin Hotel) be notified of the closure.
4. The street should be cleared of any trash at the end of the event.

The Robbinsdale Lions will sell food. The City Clerk's office will ensure proper city and county licensing is completed.

Recommendation:

By motion, approve the application for the annual Public Safety Open House on Saturday, August 9, 2025 with the closure of Hubbard Avenue North between 41st and 41 ½ Avenues North from 11:00 a.m. until 3:00 p.m., along with recommendations noted in this memo.

Attachments:

None

TO: Mayor and City Council
PREPARED BY: Sherry O'Donnell, Admin Support/Deputy City Clerk
APPROVED BY: Tim Sandvik, City Manager
DATE: August 4, 2025
RE: The Gathering Community Church Event

Background:

The Gathering Community Church, 3620 43rd Avenue North, submitted a block party/event application for a “Back to School” event. The event is scheduled for Sunday, August 17, 2025, from 1:00 p.m. until 3:00 p.m. It is a free event. No street closures were requested. The event will take place on the parking lot. Guests would park on the area streets and must follow parking ordinances. They are expecting approximately 300 people.

The Police Chief and Public Works Director/City Engineer approved the application. Emergency vehicle access must be maintained at all times. If cooking under tents, certificates of fire rating will be required. There must be up-to-date fire extinguishers at cooking locations.

There will be recorded music and possibly a 30-minute band set. Special approval is not required, since the music will end before 10:00 p.m.

Churches are exempt from food licensing, so no temporary foods license is required, but staff has requested that the church confer with the Department of Health for any possible state permitting.

Analysis:

Recommendation:

By motion, approve the request for The Gathering Community Church, 3620 43rd Avenue North, block party/event application for a “Back to School” event. The event is scheduled for Sunday, August 17, 2025, from 1:00 p.m. until 3:00 p.m.

Attachments:

None



TO: Mayor and City Council
PREPARED BY: Sherry O'Donnell, Admin Support/Deputy City Clerk
APPROVED BY: Tim Sandvik, City Manager
DATE: August 4, 2025
RE: Annual Chamber of Commerce Meet and Greet

Background:

The Robbinsdale Chamber of Commerce submitted a block party application for their annual event, "Robbinsdale Chamber of Commerce Meet and Greet". They have requested permission to block West Broadway from the Walgreens Rx pick-up driveway to 42nd Avenue, and 41 ½ Avenue from West Broadway to Hubbard Avenue, on Monday, September 15, 2025, from 5:00 p.m. to 8:30 p.m. The event hours are 5:30 p.m. to 7:30 p.m.

Restaurants on West Broadway may be serving food out of their businesses. No additional licensing is required, since existing restaurants already have appropriate licenses. If there are any changes, staff asked the event organizers to notify city staff.

The Police Chief approved the application. The Public Works Director/City Engineer approves and notes that this is a State Aid street, but the requested closure conforms to the City Council adopted policy. Barricades will be used at 42nd Avenue North and at the Walgreens Rx pick-up driveway. Recommend that North ambulance service be notified.

Analysis:

None

Recommendation:

By motion, approve the request for the Robbinsdale Chamber of Commerce to hold their annual event on Monday, September 15, 2025, from 5:30 p.m. to 7:30 p.m. (road closure 5:00 p.m. to 8:30 p.m.) on West Broadway from the Walgreens Rx pick-up driveway to 42nd Avenues, and 41 ½ Avenue from West Broadway to Hubbard Avenue.

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: August 4, 2025

RE: Approval of Block Party Requests for National Night Out (8-5-25) and
State Aid Street Closures

Background:

National Night Out is Tuesday, August 5, 2025. Requests for Block Parties and State Aid Street closures have been received and reviewed. The street closure and block party guidelines adopted in 2009 allow for the closure of State Aid Streets for this annual community event.

Analysis:

The Public Works Director/City Engineer has approved each of the requests listed in Attachment 1.

Recommendation:

Motion to approve the requested Block Parties listed in Attachment 1, subject to the conditions, if any, listed.

Attachments:

1. Block Party Requests

Party Location	Conditions/Comments	Barricades/Tape
4100 Abbott block	None	Tape OK
4500 Block of Beard Avenue North	None	Barricades at 45th end
3600-3700 block of Halifax Ave N	None	Barricades at 36th and 37th
4200 abbott	None	Tape OK
42 1/2 Ave N & Railroad Ave	Closure at Alley between 42nd and 42 1/2	Tape OK
4501 Quail Ave N	Full block closure required (45th to 47th)	Tape OK
3600 and 3700 Zenith Ave N block	None	Tape OK
3900 block of Scott Ave	None	Tape OK
46 1/2 Ave and Drew Ave N	No closure proposed	no closure
2700 block of York	None	Barricades at Parkview end
3600 France Ave N	No closure proposed	no closure
3800-3900 block of Zenith Ave N	No closure assumed	no closure
2610 Meridian Dr N Robbinsdale, MN 55422	None	Tape OK
3400 Block of Zenith Ave N	Northern end to be closed at 35th	Tape OK
2600 Block of Parkview Blvd	Both 'sides' of Parkview	Barricades at both ends
4100 block of Zane Ave N	None	Barricades at 42nd end (CR9)
4200 Block of Drew Ave	None	Tape OK
3400 block of Halifax	None	Tape OK
4100 block of Quail	None	Barricades at 42nd end (CR9)
4000 block of Abbott and Beard.	Closure between Zenith and 41st on both Abbott and Beard	Tape OK
43rd and Unity	None	Tape OK
Drew Ave between 31st and where 30th would be (middle of double block)	Closure to be from 29th to 31st	Tape OK
3524 McNair Dr N	Closure to be from Chowen to Alley	Tape OK
3600 block of Indiana Ave	Will allow partial closure of dead end street	Tape OK
Front parking lot of Copperfield Hill Senior Living	No closure proposed	no closure
4100 Block of Adair Ave. N	Approval subject to approval by City of Crystal	Barricades at both ends
4000 block of Perry Ave	None	Tape OK
4100 block of Vera Cruz	None	Tape OK
4413 Abbott	Closure between 43rd and Lake Drive	Barricades at Lake Drive end (CR9)
4400 36th Ave N	No closure proposed	no closure
4300 block of France	Will allow half block closure as the alley provides a turn around point	Tape OK
41st Ave N & Scott Ave N	Private Road	Tape OK
3348 Chowen Ave N	Closure between Oakdale and Alley on 34th	Barricades at Oakdale end
3900 Block of York	Closure between 39th and 40th	Barricades at 40th end
On the corner of 27th and Zenith	None	Barricades at both ends
3600-3800 block of Beard Ave N	None	Barricades at 36th end
4023 Hubbard Ave N	Closure between 40th and 40 1/2	Tape Ok
Parkview Park	No closure proposed	no closure
3900 of Quail	None	Tape OK
4124 West Broadway- Novelle Brewery	No closure proposed	no closure
4400 Beard Ave N- middle of the block	None	Barricades at Lake Drive end (CR9)
4500 Block of Chowen Ave N	None	Barricades at Lake Drive end (CR9)
4029 Xenia Ave N	No closure proposed	no closure

TO: Mayor and City Council
PREPARED BY: Richard McCoy, City Engineer/Public Works Director
APPROVED BY: Tim Sandvik, City Manager
DATE: August 4, 2025
RE: Approve Quote for Service Connections at Oakdale Medical Buildings

Background:

Since the completion of the new Centralized Water Treatment Plant, City staff have been working with Hospital staff to arrange the connection of the Hospital properties to Robbinsdale's water system.

While various due diligence items are being worked through prior to any connection for the Hospital proper, connections to the two Oakdale Medical Buildings at 3366 Oakdale Avenue N (one connection to each of Oakdale East and Oakdale West buildings) can proceed. To this end, staff have obtained two quotes to perform the disconnection from the Minneapolis system and connection to Robbinsdale. Staff also sought the extra cost in case the work is needed to be performed outside of regular office hours (on a Saturday).

Analysis:

The prices received are as follows –

Contractor Work	Base Quote	Extra for Saturday
Valley Rich Co, Inc.	\$ 59,950.00	\$ 12,500.00
Precision Utilities	\$ 57,620.00	\$ 10,500.00

Prices received are very competitive and within expectation of the Public Works Director / City Engineer. Both companies have performed utility work for the City in the recent past and both are deemed to be 'responsible'.

There is no specific item for this work in the Capital Improvement Program at this time meaning that additional funding would have to be allocated from the Water Utility Enterprise Fund to accommodate the construction and staff time to inspect the work. It is estimated that a total of \$ 60,000.00 would be required. Given the longstanding desire to have Hospital properties connected to Robbinsdale water, authorizing the necessary additional expenditure for the connection work as identified is recommended.

Staging of the work would be scheduled in conjunction with Hospital staff in order to minimize the impact on general operations and services provided at the Oakdale buildings. At this time, it is not anticipated that the work would have to be performed outside of regular hours.

Based on the quotes received, staff recommend that the quote for the water service connection work at the Oakdale East and Oakdale West Buildings for an estimated cost of \$ 57,620.00 from Precision Utilities of Montrose MN be accepted. Further, staff recommend that the necessary

funds be allocated from the Water Utility Enterprise Fund to allow the work to proceed.

Recommendation:

By motion, approve the quotation from Precision Utilities of Montrose, MN for the installation of two water services at the Oakdale Medical Buildings at 3366 Oakdale Avenue N for an estimated cost of \$ 57,620.00. Further that the necessary funds be allocated from the Water Utility Enterprise Fund to allow the work to proceed.

Attachments:

None

TO: Mayor and City Council
PREPARED BY: Sherry O'Donnell, Admin Support/Deputy City Clerk
APPROVED BY: Tim Sandvik, City Manager
DATE: August 4, 2025
RE: Sipe's Car Show

Background:

Greg Sipe submitted a block party/event application for a car show. They requested permission to block West Broadway from the Walgreens Rx pick-up driveway to 42nd Avenue, 41 ½ Avenue from West Broadway to Hubbard, and the driveway between Ace Hardware and Marna's on Sunday, August 17, 2025, from 11:00 a.m. to 3:00 p.m. Set up will begin at 9:00 a.m. and wrap up by 4:00 p.m.

They requested from Washburn McReavy the use of their overflow parking lot and are requesting use of the City's public parking lot for parking of the show vehicles. Mr. Sipe plans to reach out to EMI to see if public parking could be allowed that day also. County Road (42nd Avenue) will be reduced to one lane for a couple of hours during the event to ensure pedestrian safety. Police Officers will monitor this intersection.

There are plans to have a live band set up in front of their 3 repair bays. Staff will ensure that appropriate city licensing is obtained. Food will be prepared and sold by Hackenmueller's. City staff will ensure all proper licensing is obtained, including appropriate fees. There will be no alcohol.

It is a family event, and free of charge for the participants and the public. The number of attendees is unknown. The organizers contacted all affected businesses, and all are supportive of the event.

The Police Chief requires the presence of Police Officers or Reserves, depending on availability. There would be no fee charged for the overtime officers.

The Public Works Director/City Engineer notes that this is a State Aid street, but the requested closure conforms to City Council adopted policy, if this event qualifies as a community event, which it does. Staff will contact Metro Transit and North Memorial ambulance services.

The Fire Department stresses that emergency vehicle access must be maintained at all times. The Fire Department will also check the set up of the cooking station in proximity to the gas pumps.

Analysis:

None

Recommendation:

Consider approval of submitted block party/event application for a car show hosted by Sipe's

Car Care Center, requesting permission to block West Broadway from the Walgreens Rx pick-up driveway to 42nd Avenue, 41 ½ Avenue from West Broadway to Hubbard, and the driveway between Ace Hardware and Marna's on Sunday, August 17, 2025, from 11:00 a.m. to 3:00 p.m., and adhering to staff requirements, as well as appropriate licensing.

Attachments:

None

TO: Mayor and City Council
PREPARED BY: Sherry O'Donnell, Admin Support/Deputy City Clerk
APPROVED BY: Tim Sandvik, City Manager
DATE: August 4, 2025
RE: Wheels of Italy Event

Background:

Daniel Schaefer and Phill Slavik submitted a block party/event application for an event, “Wheels of Italy”. They requested permission to block West Broadway from the Walgreens Rx pick-up driveway to 42nd Avenue, 41 ½ Avenue from West Broadway to Hubbard, and the driveway between Ace Hardware and Marna’s on Sunday, September 7, 2025, from 9:00 a.m. to 2:00 p.m.

This is an event to highlight the Italian culture and vehicle designs. The group has held their event for many years at Bde Maka Ska and in Downtown St Paul with great success. This will be their 3rd year in Robbinsdale. They will have vintage and new Italian vehicles on display and some pop-ups for some of their non-food sponsors (6-10) to help with the costs. There will be approximately one hundred plus cars and motorcycles.

It is a family event, and free of charge to participants and the public. Approximately 2,000 attendees are expected throughout the day and many ride together. The organizers contacted all affected businesses, and all are supportive of the repeat event.

The Police Chief would require the presence of Police Officers or Reserves, depending on availability. The organizers would be required to pay the over-time rate of \$90 per hour per officer for 4 hours per Officer, if Officers are used.

The Public Works Director/City Engineer notes that this is a State Aid street, but the requested closure conforms to the City Council adopted policy, if this event qualifies as a community event. Staff will contact Metro Transit, if necessary, and North Memorial ambulance services.

The Fire Department stresses that emergency vehicle access must be maintained at all times. The organizers said that there would be volunteers at both ends of West Broadway to let show participants in and out, so they would be at the posts to assure emergency vehicle access.

Analysis:

None

Recommendation:

Consider approval of submitted block party/event application for an event, “Wheels of Italy”, requesting permission to block West Broadway from the Walgreens Rx pick-up driveway to 42nd Avenue, 41 ½ Avenue from West Broadway to Hubbard, and the driveway between Ace Hardware and Marna’s on Sunday, September 7, 2025, from 9:00 a.m. to 2:00 p.m., and adhering to staff requirements.

Attachments:

None

TO: Mayor and City Council
PREPARED BY: Sherry O'Donnell, Admin Support/Deputy City Clerk
APPROVED BY: Tim Sandvik, City Manager
DATE: August 4, 2025
RE: Sacred Heart Church Fun Fest

Background:

Sacred Heart Church, 4087 West Broadway, submitted a block party/event application for their annual "Fun Fest" event. The event is scheduled for Saturday, September 13, 2025, from 2:00 p.m. until 10:30 p.m. No street closures requested. The event will take place on the parking lot of 4087 West Broadway and in the Activities Building.

The Police Chief and Public Works Director/City Engineer approve the application. The Fire Marshal approves with the following conditions: maintain emergency vehicle access at all times, use fire rated tents if cooking under them and provide certificates of fire rating, and must have up-to-date fire extinguishers at cooking locations.

The Police Chief informed that Police Reserves will be on site, if available.

There will be live music playing under a large tent in the parking lot off West Broadway. The band, "45rpm" will play from 7:00 p.m. to 10:30 p.m.

The live band is scheduled to perform until 10:30 p.m. on Saturday, September 13, 2025. Per City Code (2005.15, Subd.1), after 10:00 p.m. *it is unlawful to participate in a party or gathering of people from which noise or music emanates in sufficient volume such as to unreasonably disturb the peace, quiet or repose of persons residing in a residential area. The city council may in its discretion approve a request for extended hours for an event(s).*

The church has applied for a City temporary liquor license. Staff will ensure that the appropriate state license is obtained. Food licenses are not required for churches.

Analysis:

None

Recommendation:

By motion,

1. Approve the request for the Sacred Heart Church Annual Fun Fest, Saturday, September 13, 2025, 2:00-10:30 p.m., with music ending at 10:30 p.m.
2. Find that the Fun Fest qualifies as a community event and eligible for extended outdoor music until 10:30 p.m. per City Code (2005.15, Subd.1).
3. Approve the Police Chief's recommendation that Police Reserves will be on site, if available.

4. Approve the temporary liquor license.

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: August 4, 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 8/4/2025.

Attachments:

1. Licenses

BUSINESS LICENSES FOR COUNCIL APPROVAL

08/04/2025

License Type	Applicant	License Fee
Transient Merchant - Solicitations	Christopher Tuivai	150.00
Transient Merchant - Solicitations	Michael Vera	150.00
Transient Merchant - Solicitations	Milo Talbert	150.00
Temporary Food	Robbinsdale Lions	50.00



TO: Mayor and City Council
PREPARED BY: Tim Sandvik, City Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: August 4, 2025
RE: School Resource Officer Agreement - Robbinsdale School District

Background:

The City of Robbinsdale, including the Robbinsdale Police Department, continue to maintain an excellent working relationship with the Robbinsdale School District (Independent School District 281). For good reasons, recent history has examined the roles of School Resource Officers, including updates at the MN Legislature.

Analysis:

Included in the updated agreement for the 2025-2026 school year are parameters for funding for an officer when RPD is able to provide an SRO, and highlights essential duties. Beyond providing protections of students, staff, and visitors to RMS, a specific call out continues to be a priority of both groups, to foster a positive school climate through relationship building and open communication.

Recommendation:

Authorize the Mayor and City Manager to execute an agreement between the City of Robbinsdale and Independent School District 281 for the services of a School Resource Officer (SRO).

Attachments:

None



TO: Mayor and City Council
PREPARED BY: Richard McCoy, City Engineer/Public Works Director
APPROVED BY: Tim Sandvik, City Manager
DATE: August 4, 2025
RE: Approve Bids for Sanborn Park Tennis / Pickleball Courts - Project 23625

Background:

Council Members may recall this item was previously presented at the City Council meeting held on June 17th, 2025. At that time, due to a number of issues, City Council resolved to reject all bids received for the work, amend the plans and specifications to better match grant eligibility requirements and re-bid the project.

Plans and specifications were amended accordingly and the project was re-advertised.

On July 30th, 2025, new bids were received and publicly opened for this project. A total of X bids were received with bids ranging between \$ 421,713.00 and \$ 539,915.00. The Engineer's Estimate is \$ 349,302.50. The abstract of bids has been included as Attachment 1 for Council Members information.

The overall low bidder is Sunram Construction, Inc, of Corcoran, MN.

Analysis:

The low bid received is above the allocated CIP budget amount of \$ 300,000.00 however the City's Recreation Services Manager is confident that an additional \$ 85,000.00 in grants will be awarded to the City from Tennis Associations toward the project. Subject to the successful award of the grant funds, the City would be required to allocate an additional \$ 40,000.00 for the construction and staff time to administer the work. The Finance Director has indicated that the additional funds can be managed within this year's Capital Improvement Program.

The City has worked with the low bid Contractor on previous projects for Robbinsdale and in many other City's. Their work has been found to be satisfactory. The Contractor is therefore deemed to be responsible.

The construction days anticipated to be required to complete this project is 30 days as outlined in the specifications. Staff feel that this is the last opportunity to consider this project and reach substantial completion for 2025. Depending on the weather and the onset of Fall temperatures, it is possible that the colored finish on the court may not be completed this calendar year.

Once a more detailed start and schedule is known, staff will be sending letters to adjacent residents advising that the commencement of work is imminent.

On the basis that a substantial amount of the funding source is subject to award of grant monies, it is recommended that the award of the contract be subject to notification of successful award submission.

Shown as Attachment 2 is a resolution conditionally awarding a contract for the construction of Tennis / Pickleball court in Sanborn Park, City Project 23625 to Sunram Construction Co. Inc, of Corcoran, MN.

Recommendation:

Waive the reading and order the adoption of the attached resolution awarding a contract for the construction of Tennis / Pickleball court in Sanborn Park, City Project 23625 to Sunram Construction Co. Inc, of Corcoran, MN subject to receipt of notification that the City has been successful in obtaining \$ 85,000.00 in grant funds and authorizing an additional \$40,000 of City funds for the project.

Attachments:

1. Attachment 1 - Bid Opening Abstract
2. Attachment 2 - Resolution - Award Bid CIP 23625 - 04Aug25

Contract Sanborn Park Bituminous Tennis & Pickleball Courts - Bid Abstract

Report Date	Contract Name	Contract Number	Local	Release Date	Bid opening
7/30/2025	Sanborn Park Bituminous Tennis & Pickleball Courts	23625	23625	7/17/2025	7/30/2025, 10:00 AM

Uncategorized

							Sunram Construction, Inc.		New Look Contracting, Inc.		Urban Companies LLC	
Line	Number	Description	Unit	Quantity	Estimated Price	Estimated Total	Price	Total	Price	Total	Price	Total
1	1000	Mobilization	Lump Sum	1	\$2,600.00	\$2,600.00	\$25,250.50	\$25,250.50	\$48,250.00	\$48,250.00	\$27,000.00	\$27,000.00
2	1002	Sweeping	Hour	10	\$150.00	\$1,500.00	\$150.00	\$1,500.00	\$1.00	\$10.00	\$220.00	\$2,200.00
3	1003.2	Storm Drain Inlet Protection	Each	6	\$150.00	\$900.00	\$150.00	\$900.00	\$175.00	\$1,050.00	\$400.00	\$2,400.00
4	1011.2	Sediment Control Log, Wood Chips	Lin Ft	620	\$4.00	\$2,480.00	\$4.00	\$2,480.00	\$5.00	\$3,100.00	\$10.00	\$6,200.00
5	1018	Erosion Control Supervisor	Lump Sum	1	\$1,150.00	\$1,150.00	\$1,200.00	\$1,200.00	\$1.00	\$1.00	\$5,000.00	\$5,000.00
6	1020	Safety Fence	Lin Ft	620	\$3.00	\$1,860.00	\$3.00	\$1,860.00	\$5.00	\$3,100.00	\$12.00	\$7,440.00
7	2000	Clearing	Tree	8	\$475.00	\$3,800.00	\$480.00	\$3,840.00	\$600.00	\$4,800.00	\$1,000.00	\$8,000.00
8	2001	Grubbing	Tree	8	\$160.00	\$1,280.00	\$160.00	\$1,280.00	\$225.00	\$1,800.00	\$1,000.00	\$8,000.00
9	2003	Remove Bituminous Pavement	Sq Yd	1,890	\$3.65	\$6,898.50	\$3.75	\$7,087.50	\$6.00	\$11,340.00	\$15.00	\$28,350.00
10	2006	Remove Concrete Sidewalk	Sq Yd	40	\$26.00	\$1,040.00	\$26.00	\$1,040.00	\$10.00	\$400.00	\$27.00	\$1,080.00
11	2013	Remove Fence	Lin Ft	750	\$11.00	\$8,250.00	\$11.00	\$8,250.00	\$10.00	\$7,500.00	\$12.00	\$9,000.00
12	2015.1	Remove Retaining Wall	Lin Ft	90	\$46.00	\$4,140.00	\$46.00	\$4,140.00	\$13.00	\$1,170.00	\$20.00	\$1,800.00
13	2044	Sawing Bituminous Pavement (Full Depth)	Lin Ft	10	\$5.00	\$50.00	\$4.00	\$40.00	\$15.00	\$150.00	\$40.00	\$400.00
14	7000.2	F & I Fence, Chain Link, 8' High	Lin Ft	480	\$57.00	\$27,360.00	\$71.25	\$34,200.00	\$76.75	\$36,840.00	\$79.00	\$37,920.00
15	7000.4	F & I Fence, Chain Link, 5' High	Lin Ft	250	\$40.00	\$10,000.00	\$43.00	\$10,750.00	\$46.50	\$11,625.00	\$48.00	\$12,000.00

							Sunram Construction, Inc.		New Look Contracting, Inc.		Urban Companies LLC	
Line	Number	Description	Unit	Quantity	Estimated Price	Estimated Total	Price	Total	Price	Total	Price	Total
16	7004.2	F & I Gate. 5' High	Each	1	\$1,050.00	\$1,050.00	\$900.00	\$900.00	\$965.00	\$965.00	\$980.00	\$980.00
17	7004.4	F & I Gate, 8' High	Each	2	\$1,050.00	\$2,100.00	\$1,100.00	\$2,200.00	\$1,135.00	\$2,270.00	\$1,150.00	\$2,300.00
18	7050	Regrade Site	Lump Sum	1	\$10,000.00	\$10,000.00	\$21,250.00	\$21,250.00	\$32,000.00	\$32,000.00	\$100,000.00	\$100,000.00
19	7053	Nets & Post Sets	Lump Sum	1	\$16,800.00	\$16,800.00	\$25,000.00	\$25,000.00	\$16,200.00	\$16,200.00	\$16,500.00	\$16,500.00
20	7054	Acrylic Surface System	Lump Sum	1	\$19,700.00	\$19,700.00	\$19,000.00	\$19,000.00	\$20,000.00	\$20,000.00	\$20,500.00	\$20,500.00
21	8014	Aggregate Base Class V (4" Depth, compacted)	Sq Yd	2,260	\$15.50	\$35,030.00	\$13.25	\$29,945.00	\$8.75	\$19,775.00	\$7.00	\$15,820.00
22	8015	Aggregate Base Class V, 6" Depth, Compacted	Sq Yd	600	\$15.50	\$9,300.00	\$18.50	\$11,100.00	\$13.50	\$8,100.00	\$10.00	\$6,000.00
23	8021.2	1' Wide Concrete Maintenance Strip - 4" Thick	L F	730	\$20.00	\$14,600.00	\$31.50	\$22,995.00	\$33.00	\$24,090.00	\$31.50	\$22,995.00
24	8024	4" Concrete Sidewalk	Sq Yd	202	\$77.00	\$15,554.00	\$95.00	\$19,190.00	\$73.50	\$14,847.00	\$100.00	\$20,200.00
25	8032	Type SP 12.5 Non Wearing Course Mixture 2 B 2" Thick	Sq. Yd.	1,990	\$12.00	\$23,880.00	\$12.50	\$24,875.00	\$13.75	\$27,362.50	\$13.50	\$26,865.00
26	8033	Type SP 12.5 Non Wearing Course Mixture 2 B 3" Thick	Sq. Yd.	500	\$17.00	\$8,500.00	\$17.25	\$8,625.00	\$23.50	\$11,750.00	\$20.00	\$10,000.00
27	8033.1	Type SP 19.5 Non Wearing Course Mixture, 2 B 3" Thick	Sq. Yd.	1,990	\$15.00	\$29,850.00	\$16.75	\$33,332.50	\$20.00	\$39,800.00	\$20.00	\$39,800.00
28	8038.1	Type SP 9.5 Wearing Course Mixture 1.5" Thick	Sq. Yd.	1,990	\$12.00	\$23,880.00	\$10.75	\$21,392.50	\$13.75	\$27,362.50	\$13.50	\$26,865.00
29	8039	Type SP 9.5 Wearing Course Mixture 2 C 3" Thick	Sq. Yd.	500	\$23.50	\$11,750.00	\$21.00	\$10,500.00	\$28.25	\$14,125.00	\$23.50	\$11,750.00
30	9000.3	Loam Topsoil Borrow LV	Cu Yd	570	\$50.00	\$28,500.00	\$47.00	\$26,790.00	\$45.00	\$25,650.00	\$65.00	\$37,050.00
31	9001	Sodding, Type Lawn	Sq Yd	2,550	\$10.00	\$25,500.00	\$16.00	\$40,800.00	\$17.00	\$43,350.00	\$10.00	\$25,500.00
Total Uncategorized						\$349,302.50		\$421,713.00		\$458,783.00		\$539,915.00

I hereby certify that this is an exact reproduction of bids received.

License Number:

Signature:

Date:

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 4th day of August, 2025

RESOLUTION NO.

A RESOLUTION ACCEPTING BIDS AND AWARDING
CONTRACT FOR CONSTRUCTION OF SANBORN PARK
TENNIS AND PICKLEBALL COURTS – CITY PROJECT 23625

WHEREAS, pursuant to an advertisement for bids for the construction of Tennis and Pickleball Courts – City Project 23625, bids were received, opened and tabulated according to State Law and the following bids were received complying with the advertisement:

Contractor	Total Bid
Sunram Construction Inc	\$ 421,713.00
New Look Contracting, Inc.	\$ 458,783.00
Urban Companies LLC	\$ 539,915.00
Engineer's Estimate	\$ 349,302.50

WHEREAS, it appears that Sunram Construction Inc. of Corcoran, Minnesota, is the lowest responsible bidder;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROBBINSDALE, MINNESOTA THAT:

1. Subject to staff receiving notification that the City has been successful in obtaining \$ 85,000.00 in grant funds, the Mayor and City Manager are hereby authorized and directed to enter into an contract with Sunram Construction, Inc. in the name of the City of Robbinsdale for City Project 23625 according to plans and specifications therefore approved by the City Council and on file in the office of the City Engineer.
2. City Council authorize expenditure of an additional \$ 40,000 of City funds for the project.

Res

3. The City Clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.

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 4TH DAY OF AUGUST, 2025.

Bradley Sutton, Mayor

ATTEST:

Chase Peterson-Etem, City Clerk

(SEAL)

Res



TO: Mayor and City Council
PREPARED BY: Chase Peterson-Etem, City Clerk/Assistant to City Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: August 4, 2025
RE: Voucher Requests Pending Approval for Disbursement

Background:

The check register dated 8/4/25 reflects the voucher requests pending approval for disbursement.

The check register dated 7/16/25 through 8/4/25 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 8/4/2025.

Attachments:

None