

AGENDA

VIRTUAL ATTENDANCE NOTICE

Minnesota State Statute 13D.02 allows for Council members to participate in meetings through interactive technology. This notice is to inform the public that Council member Greenberg will be participating in the September 2, 2025, City Council meeting via interactive technology. He will be located at the Drury Plaza Hotel, 355 Chesterfield Center East, Chesterfield, MO 63017.

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 SEPTEMBER 2, 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 August 19, 2025
- B. Scheduling Public Hearing on October 7, 2025, to Certify the Assessment Roll for Unpaid Administrative Penalties
- C. Scheduling Public Hearing on October 7, 2025, to Certify the Assessment Roll for Delinquent Utilities
- D. Scheduling Public Hearing on October 7, 2025, to Certify the Assessment Roll for Emergency Water, Sewer, and Sump Pump Repairs
- E. Scheduling Public Hearing on October 7, 2025, to Certify the Assessment Roll for Forced Tree Removals
- F. Robbinsdale Wine & Spirits' Monthly Financial Statements
- G. Deputy Registrar's Monthly Financial Statements
- H. Resolution Awarding Contract for Purchase of an Aerial Apparatus (Ladder Fire Truck)
- I. Receive Sustainability Committee Meeting Minutes from June 18, 2025
- J. Receive Parks, Recreation and Forestry Commission Minutes from June
- K. Consider Approval of Retail Licenses for Tobacco Product Shop and THC Products by RB Tobacco, Inc. at 4066 Lakeland Ave N

7. PRESENTATIONS

- A. 2025 Hispanic Heritage Month Proclamation

8. PUBLIC HEARINGS

- A. None

9. OLD BUSINESS

- A. None

10. NEW BUSINESS

- A. Award Bid - Chowen Avenue Trunk Storm Sewer Line

11. OTHER BUSINESS

- A. Voucher Requests Pending Approval for Disbursement

B. Schedule Special Work Session meeting for October 2, 2025

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; Chad Stensrud, Police Captain; Heather Rand, Director of Community Development; Dia Tahoun, Finance Director

MICROPHONE CHECK

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

None.

APPROVAL OF THE AUGUST 19, 2025, MEETING AGENDA

City Clerk Peterson-Etem noted three additions to the agenda tonight.

1. Addition of Presentation Item B, Introduction of this year's Whiz Bang Days Ambassadors
2. Addition of updated resolution for Old Business Item A, Award the Sale of 2025A GO Bonds
3. Addition of the report for Other Business Item 11A, Voucher Disbursement Report

Member Parisian MOVED, seconded by Greenberg, to approve the August 19, 2025, City Council agenda as amended. The vote was unanimous and the motion carried.

CONSENT AGENDA

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

- A. Approve City Council meeting minutes from August 4, 2025
- B. Accept Senior Commission meeting minutes from June 2, 2025
- C. Receive Charter Commission minutes from June 6, 2024
- D. Receive Charter Commission minutes from August 15, 2024
- E. Approval of Licenses
- F. Octoberfest Event on September 19 & 20, 2025
- G. Hy-Vee Event

PRESENTATIONS

A. Special Thanks - Oscar Arreola Urrutia

Police Captain Stensrud introduced Cadet Oscar and noted the program he was a part of, described the tasks the Cadet completed this summer within the City, and asked Oscar a few questions regarding his time with the City.

Cadet Oscar stated his favorite part was working at City Hall and that he enjoyed his time with the City.

Mayor Sutton presented Cadet Oscar with a Certificate of Achievement and thanked him for his time with the City.

B. Introduction of this year's Whiz Bang Days Ambassadors

The five Robbinsdale Whiz Bang Days Ambassadors introduced themselves and thanked the City of Robbinsdale for their support and noted the privilege of sharing about Robbinsdale and serving their community.

Mayor Sutton asked if they had fun and what their favorite part was. The Ambassadors stated yes and noted the music as their favorite part.

Member Parisian thanked the Ambassadors for serving Robbinsdale.

Member Blackledge asked what it took to become a Robbinsdale Ambassador. The Ambassadors stated they filled out a Google Docs interest form, attended a candidate night out, participated in an ice cream social, attended the Blaine parade, and ended with the Robbinsdale parade and coronation. Member Blackledge thanked the Ambassadors for their dedication.

Member Greenberg thanked the Ambassadors for serving the City.

C. Met Transit Blue Line Extension (BLE) Public Light Rail Project Update

Community Development Director Rand introduced three representatives from Met Transit: Amada Marquez Simula, Ryan Kronzer, and Alicia Vap for further discussion on the Item.

Met Transit Community Outreach Coordinator Marquez discussed design advancements and gave an overview of the project schedule.

Met Transit Engineer Kronzer discussed design updates regarding the transit, roadways, and landscaping.

Met Transit Extension Project Director Vap discussed the timeline for construction.

Member Wagner asked what mitigation items were found. Vap stated Met Transit would be happy to provide an environmental matrix document to the City Council, but an example would be noise testing.

Member Wagner asked when the next community outreach would be. Marquez stated Met Transit will be attending the September 15th Meet and Greet and an upcoming farmers market.

Mayor Sutton asked if the Met Council was requiring an evaluation of the Met Transit versus rapid bus transit. Vap stated that a comparison had occurred in previous iterations, but the Legislature is requiring Met Transit to do a bus study that is due September 15, 2026.

Member Wagner asked about the estimated plan approval timeline and the estimated grant approval timeline. Vap stated the completion of the environmental piece was a step in the right direction and that Met Transit would be applying for federal funds in the spring of next year and should hear back within six months of applying.

Member Greenberg asked for clarification regarding the U.S. Bank Location. Rand stated she hasn't heard back from U.S. Bank since they came to the last Council meeting. Kronzer stated they've left space for U.S. Bank but haven't heard back. Member Greenberg asked when the Council will receive clarification. Kronzer stated Met Transit needs to make offers on properties and should hear back later next year.

Member Greenberg asked if the noise testing included noise from the stations themselves. Vap stated the environmental matrix includes the train, the bell when coming into the station, and alerts as the train arrives.

Mayor Sutton asked for further clarification on whether U.S. Bank plans to stay in the City. Sandvik stated the discussion is ongoing, and the property acquisition will be a large determining factor.

D. Elevate Hennepin Initiative to Support Local Entrepreneurs

Rand introduced Hennepin County Economic Development Manager Lily Shaw and gave a brief background of the Item.

Hennepin County Economic Development Manager Shaw discussed the Elevate Hennepin initiative, noted the City partners, presented the website, highlighted how they reach people, listed the programs the initiative provides, and shared the impacts.

Member Blackledge commented on the significance of the program's resources.

Member Parisian thanked Shaw for the presentation and enjoyed seeing the local data.

Mayor Sutton asked if there is anything the Elevate Program is looking to see from the City. Shaw noted she looks forward to speaking at the Chamber and asked the Council to spread the word.

PUBLIC HEARINGS

A. None

OLD BUSINESS

A. Award the Sale of 2025A GO Bonds

Sandvik introduced Finance Director Dia Tahoun and Ms. Hogan from Baker Tilly.

Hogan discussed the results of the Bond sales that occurred that morning, noted the bond rating, discussed the credit rating report, and gave her recommendation to approve the Resolution of awarding the Bonds.

Mayor Sutton thanked Staff, Finance Director Tahoun, and Baker Tilly for their good work.

Member Greenberg MOVED, seconded by Blackledge, to waive the reading and adopt Resolution No. 8167 "A RESOLUTION AWARDED THE SALE OF GENERAL OBLIGATION BONDS, SERIES 2025A, IN THE ORIGINAL AGGREGATE PRINCIPAL AMOUNT OF \$ 8,350,000; FIXING THEIR FORM AND

SPECIFICATIONS; DIRECTING THEIR EXECUTION AND DELIVERY; AND PROVIDING FOR THEIR PAYMENT." The vote was unanimous and the motion carried.

NEW BUSINESS

A. None

OTHER BUSINESS

A. Voucher Requests Pending Approval for Disbursement

Member Parisian MOVED, seconded by Blackledge, to approve voucher disbursement requests for the period ending August 19, 2025. The vote was unanimous and the motion carried.

B. Schedule Special Work Session

Sandvik provided an overview of the item and asked the Council to set a special meeting for September 16, 2025, at 6:00 p.m.

Member Greenberg MOVED, seconded by Parisian, to approve scheduling a special work session for 6:00 p.m. on Tuesday, September 16, 2025. The vote was unanimous and the motion carried.

ADMINISTRATIVE REPORTS

Sandvik thanked the Council for their work on the 2026 budget, highlighted the good turnout for the MACV ribbon cutting, thanked Cadet Oscar and Staff for their support, and noted upcoming City events.

COUNCIL GENERAL COMMUNICATIONS

Member Wagner thanked the Staff for their work on the MACV opening, thanked Representative Omar for funding, and thanked Veterans and their families for their service.

Member Blackledge welcomed children back to school and encouraged residents to say hi to neighbors.

Member Greenberg reminded residents that the renaming of Sanborn Park is open till mid-September, thanked Staff for their work on the open house, and asked Sandvik if the Council can bring the discussion back surrounding the City Camping Ordinance. Sandvik stated yes, as long as the Council agrees. The Council agreed to rediscuss the Ordinance.

Mayor Sutton thanked Mason Knutson for assisting in Mayoral duties today.

ADJOURNMENT

Member Parisian MOVED, seconded by Greenberg to adjourn the meeting at 8:12 p.m. The vote was unanimous and the motion carried.

Chase Peterson-Em, City Clerk

Bradley Sutton, Mayor



TO: Mayor and City Council
PREPARED BY: Diaa Tahoun, Finance Director
APPROVED BY: Tim Sandvik, City Manager
DATE: September 2, 2025
RE: Scheduling Public Hearing on October 7, 2025, to Certify the Assessment Roll for Unpaid Administrative Penalties

Background:

Throughout the year, City staff has issued administrative citations to properties that were found to be in violation of Administrative Penalties, Chapter 1, Section 117 of the Robbinsdale City Code. Certain amounts have been billed to the owners or occupants pursuant to Section 117. If an amount is not paid within thirty (30) days after the billing statement is sent, the Code provides that it will constitute a lien on the real property where the violation occurred. The lien may be assessed against the property and collected in the same manner as taxes.

Analysis:

The owners or occupants of the properties on the proposed assessment roll have not paid the administrative penalties and will therefore be assessed in accordance with Minnesota Statutes. The final step in the assessment procedure is to hold a public hearing to certify the assessment. It is recommended that the terms for this assessment be 8% interest on the unpaid balance over one year, as well as a one-time \$2.50 surcharge from Hennepin County. At the time of the hearing, a \$75.00 administrative fee will be added to all delinquent amounts on the assessment roll.

Recommendation:

By motion,

- Set a Public Hearing to certify the assessment roll for unpaid administrative penalties for Tuesday, October 7, 2025, at 7 p.m. at Robbinsdale City Hall.
- Authorize the City Clerk to publish the public hearing notice in the official paper of the City and send notices to the affected property owners.

Attachments:

None



TO: Mayor and City Council
PREPARED BY: Diaa Tahoun, Finance Director
APPROVED BY: Tim Sandvik, City Manager
DATE: September 2, 2025
RE: Scheduling Public Hearing on October 7, 2025, to Certify the Assessment Roll for Delinquent Utilities

Background:

Annually, utility accounts that are more than 30 days past due, as of the public hearing, are classified as delinquent.

Analysis:

Those utility accounts classified as delinquent are assessed annually against the subject property. The final step in the assessment process is to hold a public hearing to certify the assessment. Assessment period is one year at 8% interest on the unpaid balance plus a one-time \$2.50 surcharge from Hennepin County. At the time of the hearing, a \$75.00 administrative fee will be added to all properties on the assessment roll.

Recommendation:

By motion,

- Set a Public Hearing to certify the assessment roll for delinquent utilities for Tuesday, October 7, 2025, at 7 p.m. at Robbinsdale City Hall.
- Authorize the City Clerk to publish the public hearing notice in the official paper of the City and send notices to the affected property owners.

Attachments:

None

TO: Mayor and City Council

PREPARED BY: Diaa Tahoun, Finance Director

APPROVED BY: Tim Sandvik, City Manager

DATE: September 2, 2025

RE: Scheduling Public Hearing on October 7, 2025, to Certify the Assessment Roll for Emergency Water, Sewer, and Sump Pump Repairs

Background:

The City has established a program where a property owner with a failed sanitary sewer system or water service may request financial assistance to have it repaired. Additionally, the program has been expanded to include City required sump pump fixes under the Sump Pump Inspection Program.

Analysis:

Under these programs, the property owner files a petition with the City and then hires a contractor to make the repairs. The contractor bills the City for the repairs and the City then assesses the costs back to the property owners over a five (5) to ten (10) year period. It is recommended that the terms for this assessment be 8% interest on the unpaid balance over ten (10) years, as well as a one-time \$2.75 surcharge from Hennepin County. At the time of the hearing, a \$75.00 administrative fee will be added to all properties on the assessment roll.

Recommendation:

By motion,

- Set a Public Hearing to certify the assessment roll for emergency water and sewer repairs, and required sump pump repairs for Tuesday, October 7, 2025, at 7 p.m. at Robbinsdale City Hall.
- Authorize the City Clerk to publish the public hearing notice in the official paper of the City and send notices to the affected property owners.

Attachments:

None



TO: Mayor and City Council
PREPARED BY: Diaa Tahoun, Finance Director
APPROVED BY: Tim Sandvik, City Manager
DATE: September 2, 2025
RE: Scheduling Public Hearing on October 7, 2025, to Certify the Assessment Roll for Forced Tree Removals

Background:

The City has established a program where a property owner can arrange for the removal of diseased trees on their property.

Analysis:

These trees were either a forced removal or were petitioned for removal by property owners.

The trees have been removed and the costs finalized. It is recommended that the terms for this assessment be 8% interest on the unpaid balance over three (3) years, as well as a \$2.75 surcharge from Hennepin County. At the time of the hearing, a \$75.00 administrative fee will be added to all properties on the assessment roll.

Recommendation:

By motion,

- Set a Public Hearing to certify the assessment roll for forced tree removal for Monday October 7, 2025, at 7 p.m. at Robbinsdale City Hall.
- Authorize the City Clerk to publish the public hearing notice in the official paper of the City and send notices to the affected property owners.

Attachments:

None

TO: Mayor and City Council
PREPARED BY: Diaa Tahoun, Finance Director
APPROVED BY: Tim Sandvik, City Manager
DATE: September 2, 2025
RE: Robbinsdale Wine & Spirits' Monthly Financial Statements

Background:

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

Analysis:

Year-to-date sales amount to \$1,918,457, reflecting a \$90,774 decrease (4.5%) from the previous year. Gross profit from sales stands at \$582,954 compared to \$568,308 in 2024 (2.6% increase). Our year-to-date gross profit is currently at 30%, meeting our target. The net income before transfers including the non-operating revenue/expenses for this year totals \$8,062 showing an increase of \$36,642 from the net loss of -\$28,580 in 2024.

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

Recommendation:

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

Attachments:

1. Liquor June 2025 P&L
2. Liquor June 2025 pie

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

			Year to Date			% Inc (Dec) from Previous Year
	Jun-2025	Jun-2024	2025	2024	Amount Difference	
Sales	357,697	375,824	1,935,673	2,028,498	(92,825)	(4.6%)
Less Customer Discounts	2,996	3,147	17,216	19,267	(2,051)	(10.6%)
Net Sales	354,701	372,677	1,918,457	2,009,231	(90,774)	(4.5%)
Cost of Sales	254,787	267,066	1,335,503	1,440,923	(105,420)	(7.3%)
Gross Profit	99,914	105,611	582,954	568,308	14,646	2.6%
Percent to Net Sales	28%	28%	30%	28%		
Operating Expenses:						
Personal Services	46,603	57,945	324,659	348,347	(23,688)	(6.8%)
Supplies & Repairs	1,490	1,550	7,559	11,513	(3,954)	(34.3%)
Other Charges & Services	26,442	23,607	144,834	139,067	5,767	4.1%
Depreciation	11,250	11,250	67,500	67,500	0	0.0%
Other (Income) Expense	(49)	(104)	220	(499)	719	(144.1%)
Total	85,736	94,248	544,772	565,928	(21,156)	(3.7%)
Operating Income / (Loss)	14,178	11,363	38,182	2,380	35,802	1504.3%
Percent to Net Sales	4%	3%	2%	0%		

Nonoperating Revenues (Expenses)

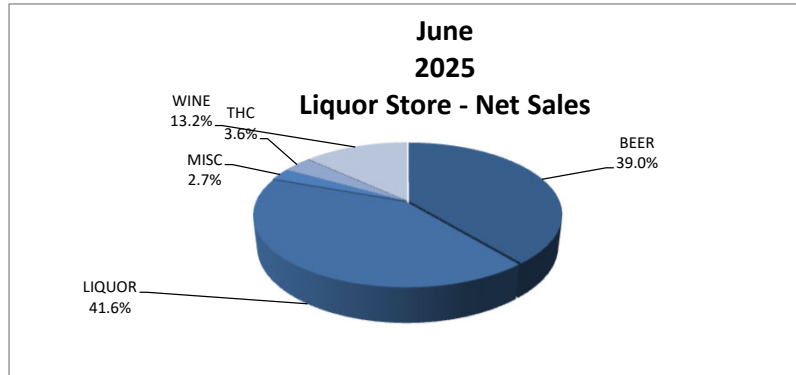
GASB 87 Adjustment					
Lease Interest Expense	(5,020)	(5,020)	(30,120)	(30,960)	840
	(5,020)	(5,020)	(30,120)	(30,960)	840
Income/(Loss) Before Transfers	9,158	6,343	8,062	(28,580)	36,642

	Current Month Analysis					
	Liquor	Wine	Beer	Misc	THC	Totals
Sales	147,429	46,805	138,204	9,492	12,771	354,701
Inventory of June 1	313,808	158,870	71,742	9,276	13,404	567,100
Purchases	91,272	28,191	120,455	5,248	6,447	251,613
Less Inventory of June 30	302,347	155,886	85,767	7,958	11,968	563,926
Cost of Sales	102,733	31,175	106,430	6,566	7,883	254,787
Gross Profit	44,696	15,630	31,774	2,926	4,888	99,914
Gross Profit % to Net Sales	30%	33%	23%	31%	38%	
Product % to Total Sales	42%	13%	39%	3%	4%	

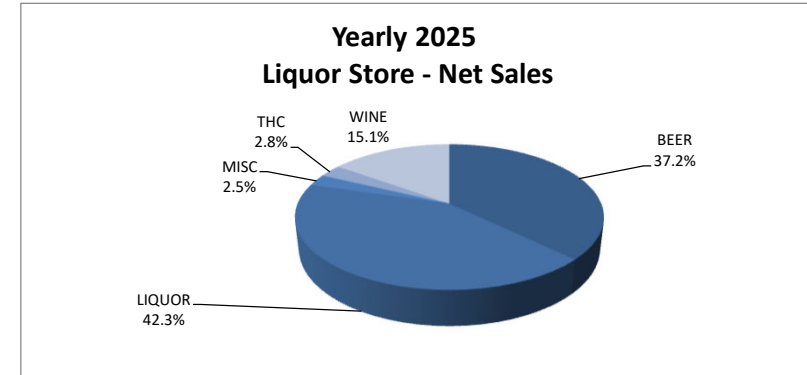
City of Robbinsdale
Robbinsdale Wine & Spirits
Profit and Loss Statement From Operations
For Period Ending June 30, 2025

Sales / Cost of Sales Analysis

			Year to Date		% Inc (Dec) from Previous Year
	Jun-2025	Jun-2024	2025	2024	
Liquor Sales	147,429	154,959	811,894	838,920	(3.2%)
Liquor Cost of Sales	102,733	107,842	544,203	583,870	(6.8%)
Gross Profit	<u>44,696</u>	<u>47,117</u>	<u>267,691</u>	<u>255,050</u>	<u>5.0%</u>
Percent to Net Sales	30%	30%	33%	30%	
 Wine Sales	 46,805	 55,341	 290,048	 331,240	 (12.4%)
Wine Cost of Sales	<u>31,175</u>	<u>37,383</u>	<u>178,438</u>	<u>223,068</u>	<u>(20.0%)</u>
Gross Profit	<u>15,630</u>	<u>17,958</u>	<u>111,610</u>	<u>108,172</u>	<u>3.2%</u>
Percent to Net Sales	33%	32%	38%	33%	
 Beer Sales	 138,204	 143,522	 713,640	 744,470	 (4.1%)
Beer Cost of Sales	<u>106,430</u>	<u>108,914</u>	<u>545,236</u>	<u>569,704</u>	<u>(4.3%)</u>
Gross Profit	<u>31,774</u>	<u>34,608</u>	<u>168,404</u>	<u>174,766</u>	<u>(3.6%)</u>
Percent to Net Sales	23%	24%	24%	23%	
 Misc Sales	 9,492	 11,305	 48,764	 54,723	 (10.9%)
Misc Cost of Sales	<u>6,566</u>	<u>7,879</u>	<u>33,441</u>	<u>39,029</u>	<u>(14.3%)</u>
Gross Profit	<u>2,926</u>	<u>3,426</u>	<u>15,323</u>	<u>15,694</u>	<u>(2.4%)</u>
Percent to Net Sales	31%	30%	31%	29%	
 THC Sales	 12,771	 7,550	 54,111	 39,877	 35.7%
THC Cost of Sales	<u>7,883</u>	<u>5,048</u>	<u>34,185</u>	<u>25,252</u>	<u>35.4%</u>
Gross Profit	<u>4,888</u>	<u>2,502</u>	<u>19,926</u>	<u>14,625</u>	<u>36.2%</u>
Percent to Net Sales	38%	33%	37%	37%	
 Total Sales	 354,701	 372,677	 1,918,457	 2,009,230	 (4.5%)
Total Cost of Sales	<u>254,787</u>	<u>267,066</u>	<u>1,335,503</u>	<u>1,440,923</u>	<u>(7.3%)</u>
Gross Profit	<u>99,914</u>	<u>105,611</u>	<u>582,954</u>	<u>568,307</u>	<u>2.6%</u>
Percent to Net Sales	28%	28%	30%	28%	



June 2025		Net Sales per Dept	% Net Sales of Total
BEER	6401.4763	138,204	39.0%
LIQUOR	6401.4761	147,429	41.6%
MISC	6401.4764	9,492	2.7%
THC	6401.4766	12,771	3.6%
WINE	6401.4762	46,805	13.2%
		354,701	



Total 2025		Net Sales per Dept	% Net Sales of Total
BEER	6401.4763	713,640	37.2%
LIQUOR	6401.4761	811,898	42.3%
MISC	6401.4764	48,764	2.5%
THC	6401.4766	54,111	2.8%
WINE	6401.4762	290,047	15.1%
		1,918,460	

TO: Mayor and City Council
PREPARED BY: Diaa Tahoun, Finance Director
APPROVED BY: Tim Sandvik, City Manager
DATE: September 2, 2025
RE: Deputy Registrar's Monthly Financial Statements

Background:

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

Analysis:

Year-to-date revenues amount to \$377,608 showing an increase of \$44,856 (13.5%) compared to the previous year. Expenditure has increased by \$13,869 (5%). The net gain before transfers for the year is \$84,654 which is \$30,987 (57.7%) more than last year at this time.

Passport revenue year to date has increased by \$32,633 (52.6%) and motor vehicle fees have increased by \$11,805 (4.4%).

Recommendation:

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

Attachments:

1. DEPS June 2025 P&L

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

			Year to Date		% Inc (Dec) from Previous Year
	Jun-2025	Jun-2024	2025	2024	
Notary Fees		10	10	25	(60.0%)
Motor Vehicle Fees	43,469	41,376	270,800	262,783	3.1%
Motor Vehicle Fees - Kiosk		1,454	8,785	4,997	
Boat/Snow/ATV/ORV Fees	569	515	2,405	2,679	(10.2%)
Fish & Game Fees	6	14	18	62	(71.0%)
Passport Fees	11,694	6,924	94,689	62,056	52.6%
Other Revenue	77	37	902	150	501.3%
Revenues	<u>55,815</u>	<u>50,330</u>	<u>377,608</u>	<u>332,752</u>	13.5%
Operating Expenses:					
Personal Services	38,703	36,824	238,410	226,946	5.1%
Supplies & Repairs		214	1,096	1,630	(32.8%)
Internal Serv Charges	7,913	7,367	47,478	44,202	7.4%
Other Charges & Services	1,070	824	5,350	5,597	(4.4%)
Other (Income) Expense		425	620	710	0.0%
Total	<u>47,686</u>	<u>45,654</u>	<u>292,954</u>	<u>279,085</u>	5.0%
Operating Income / (Loss)	<u>8,129</u>	<u>4,676</u>	<u>84,654</u>	<u>53,667</u>	
Percent to Revenues	15%	9%	22%	16%	

TO: Mayor and City Council

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

APPROVED BY: Tim Sandvik, City Manager

DATE: September 2, 2025

RE: Resolution Awarding Contract for Purchase of an Aerial Apparatus
(Ladder Fire Truck)

Background:

In recent years, the Fire Department has expressed the need for a new Aerial Apparatus - Ladder Fire Truck. This purchase was included in the Capital Improvement Plan and bonds related to the purchase of the truck were approved at the August 18, 2025, City Council meeting.

State statute provides that the City may contract for the purchase of equipment without regard to competitive bidding requirements if the purchase is through a national municipal association's purchasing alliance or cooperative that purchases items from more than one source on the basis of competitive bids. This proposal is based on the Sourcewell Consortium contract pricing, and would be entered into with MacQueen Equipment, LLC as a Delaware limited liability company DBA MacQueen Emergency.

Analysis:

Pricing for One Pierce Velocity 100' Ascendant Tower Truck with Sourcewell Consortium Pricing:

Base Bid	\$2,621,515.00
Additional Costs	
Performance Bond Fee	\$7,582.00
Discounts Available	
Full Amount Pre-pay	\$350,292.00
Total Net	\$2,278,805.00

The discount provides for pre-payment of the contract in full within 30 days of the contract signing. Delivery of the product is approximately 48–51 months from the effective date of the agreement.

Members of the Fire Department reviewed the equipment specifications submitted and are recommending that the Council enter into an agreement with MacQueen Emergency.

Recommendation:

Motion to waive the reading and adopt a resolution Accepting the Bid and Awarding a Contract for One Pierce Velocity 100' Ascendant Tower to MacQueen Equipment, LLC as a Delaware

limited liability company DBA MacQueen Emergency.

Attachments:

1. Resolution
2. Proposal Letter

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 2nd day of September 2025.

RESOLUTION NO.

**A RESOLUTION ACCEPTING THE BID AND AWARDING A CONTRACT FOR A
PIERCE VELOCITY 100' ASCENDANT TOWER FIRE TRUCK**

WHEREAS, pursuant to state statute the City may contract for the purchase of equipment without regard to competitive bidding requirements if the purchase is through a national municipal association's purchasing alliance or cooperative that purchases items from more than one source on the basis of competitive bids. The Fire Department utilized Sourcewell for this request; and

WHEREAS, a bid was received from MacQueen Equipment, LLC, as a Delaware limited liability company DBA MacQueen Emergency in the amount of:

Base Bid	\$2,621,515.00
Additional Costs	
Performance Bond Fee	\$7,582.00
Discounts Available	
Full Amount Pre-pay	\$350,292.00
Net Total	\$2,278,805.00

WHEREAS, the Fire Department reviewed the specifications detailed in the bid and recommend entering into the agreement;

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Robbinsdale, Minnesota, that the Mayor and City Manager are hereby authorized and directed to enter into a contract with MacQueen Emergency for the purchase of a Pierce Velocity 100' Ascendant Tower Fire Truck in the amount of \$2,278,805.00.

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

And the following voted against the same:

WHEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED
THIS 2nd DAY OF SEPTEMBER 2025.

Bradley Sutton, Mayor

Attest:

Chase Peterson-Etem, City Clerk

August 11, 2025

Chief Guy Dorholt
City of Robbinsdale
4101 Hubbard Ave N
Robbinsdale, MN 55422

Subject: **Proposal for one (1) Pierce Velocity 100' Ascendant Tower
Proposal / Bid 1071**

Dear Chief Dorholt,

With regard to the above subject, please find attached our complete proposal.
Pricing, is as follows, including 100% prepay option.

Pricing Summary:

Sale Price – **\$2,621,515.00***

**Sourcewell Consortium Pricing, Member ID 105024.*

100% Performance Bond:

Should the City of Robbinsdale elect to have us provide a Performance Bond, \$7,582.00 will need to be added to the above sale price.

100% Prepayment Option:

Should the City of Robbinsdale elect to make 100% prepayment thirty (30) days from contract signing, a discount of **(\$350,292.00)** can be subtracted from the above "Sale Price" resulting in a revised contract price of **\$2,271,223.00 OR \$2,278,805.00 with Performance Bond.**

Terms and Conditions:

Taxes – Not Applicable

Freight – F.O.B. – Appleton, WI / Shipping to Robbinsdale, MN

Terms – Net due prior to vehicle(s) release at the Pierce Manufacturing Plant (Appleton, WI). Net due thirty (30) days from contract signing for **Prepay discount** to be applicable.

Delivery* – 48 – 51 months from receipt and acceptance of contract.

**Due to global supply chain constraints, any delivery date contained herein is a good faith estimate as of the date of this order/contract, and merely an approximation based on current information. Delivery updates will be made available, and a final firm delivery date will be provided as soon as possible.*

Said apparatus and equipment are to be built and shipped in accordance with the specifications hereto attached, delays due to strikes, war, or international conflicts, or other causes beyond our control not preventing, could alter the delivery schedule.

The specifications herein contained, shall form a part of the final contract, and are subject to changes as desired by the purchaser, provided such changes are acknowledged and agreed to in writing by the purchaser.

Various state or federal regulation agencies (e.g., NFPA, DOT, EPA) may require changes to the Specifications and/or the Product and in any such event any resulting cost increases incurred to comply therewith will be added to the Purchase Price to be paid by the Customer. Any future drive train upgrades (engine, transmission, axles, etc.) or any other specification changes have not been calculated into our annual increases and will be provided at additional cost. The Company reserves the right to update pricing in response to manufacturer-imposed increases as a result of PPI inflation. The Company will document and itemize any such price increase for the Customer's review and approval before proceeding. Should the customer choose not to accept the pricing update, the customer has the ability to cancel without penalty.

This proposal for fire apparatus conforms with all Federal Department of Transportation (DOT) rules and regulations in effect at the time of bid, and with all National Fire Protection Association (NFPA) Guidelines for Automotive Fire Apparatus as published at the time of bid, except as modified by customer specifications.

The attached proposal is valid **until August 29, 2025.**

We trust the above and the enclosed to be full and complete at this time; however, should you have any questions or require additional information, please do not hesitate to contact me at 651-261-9885 or dan.corcoran@macqueengroup.com.

We wish to thank the City of Robbinsdale for the opportunity to submit our proposal.

Respectfully,

Dan Corcoran

Dan Corcoran
Apparatus Sales
MacQueen Equipment LLC
DBA MacQueen Emergency Group

MINUTES

ROLL CALL

Present: Hanelitz, Hansen, Hart, Heid, Larson, Myers, Myrfield, Pendaz-Foster, Sande

Absent: Greenberg, Lyng, Presler

Staff: Kayla Kirtz, Sustainability Coordinator

CONSIDERATION OF MINUTES

A. May 21, 2025 Meeting Minutes

Sande motioned to approve the minutes of the May 21, 2025 Sustainability Committee Meeting and Hart seconded. The meeting minutes were unanimously approved.

NEW BUSINESS

A. SMSC Organics Recycling Facility Thank-You DRAFT

Heid drafted a thank-you note thanking the Shakopee Mdewakanton Sioux Community Organics Recycling Facility for their compost donation to the inaugural compost giveaway on May 17th. The Committee unanimously approved the draft letter and voiced a preference for delivering it in the mail rather than e-mail. Kirtz said she would place the letter in the mail on Monday, June 23rd, when she returns to the office.

B. City Council Meeting Planning

Kirtz stated this was designated time to begin planning for the Committee's presentation to the City Council planned for October. Heid shared a draft document of recommendations that he had put together. The Committee decided to divide the group into three subcommittees: community engagement, green spaces and land use, and climate action planning. The subcommittees were divided as follows:

Community Engagement

- Carol M.
- Brenda
- Mardell
- Erin

Green Spaces and Land Use:

- Megan
- Carol L.
- Alyce
- Spencer

Climate Action Planning

- Sadie
- Nick

- Jonathan
- Chris

Subcommittees planned to meet individually between June and August to continue working on recommendations.

OLD BUSINESS

A. July Meeting

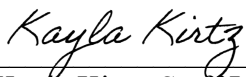
Kirtz confirmed that the Committee would like to cancel the July Sustainability Committee Meeting.

INFORMATION ONLY

Heid encouraged members of the Committee to review the Supplemental Final Environmental Impact Statement for the METRO Blue Line Extension project and submit public comments by June 23rd.

ADJOURNMENT

Kirtz adjourned the meeting at 7:57 p.m.



Kayla Kirtz, Staff Liaison

08-21-2025

Date

MINUTES

1. ROLL CALL: _X_ Beck, _X_ Erdos-Thayer, _X_ Davis, _X_ Rochon-Washington, _O_ Lavery, _X_ Sparks

Motion to Approve June Agenda

Davis: Motion Sparks: 2nd

Agenda Approved

2. CONSIDERATION OF MINUTES

- A. May Minutes

Motion to Approve: Davis

Second: Beck

Vote to Approve: 5-0

3. NEW BUSINESS

Davis: Brought the “What happened to Robbinsdale’s Black owned farmers market?” article for discussion.

Beck: Concerned about the article and would like for someone to reach out to Chaz.

Rochon-Washington: Would like to have a successful program run in that space. It would be great for community growth.

Erdos-Thayer: Curious about what events were scheduled in conflict with the Farmers Market.

Bazyk: Events that were contentious were the yoga run by the City and the Police and Fire Open House.

4. OLD BUSINESS

- A. Sanborn Tennis Courts:

All bids declined.

Erdos-Thayer: Article about the council declining the project. Sun Post article talking about why.

- B. Manor Park Playground
(Proposals Delivered at Meeting)

Rochon-Washington: Three groups use the playground. Hospital staff, older groups and younger groups. Would be nice to keep older kids and younger kids separate for safe play.

St. Croix Recreation Proposal

Rochon-Washington: If recumbent bikes are still an option for caregivers, St. Croix option is his favorite.

Kompan Proposal

Decline option one. Move forward with 30’ tower for community option.

MWP Proposal



Parks, Recreation, and Forestry Commission Meeting
Tuesday, June 24, 2025
4100 Lakeview Avenue North
Robbinsdale, MN
7:00 PM

Potential for pour in place under more swings.

Rochon-Washintong: Musical play could be a concern with the close homes.

Community Engagement Date: July 11th 4pm-6pm and July 12th 4pm-6pm

Second week of July ideal to stay on track for installation this year.

Manor Park Building available: July 11th, 12th, 13th, 15th, 18th, 19th

Rochon-Washington: Could we have goals posted at community event so that they know why options were presented.

C. Sanborn Ice Rink

D. Park Signage

Rochon-Washington: Place a “Thank you” on future signs.

E. Sanborn Building RFP

Bazyk: Explained current process.

Erdos-Thayer: Is the building placement a concern in regards to previous concerns about blocking views of residents.

Sparks: Grant opportunities for building deconstruction.

Erdos-Thayer: Idea from Bike and Ped Committee. Potentially use wood from fallen trees from Shoreline project.

Beck: “Wood from the Hood” group that repurposes fallen trees.

Erdos-Thayer: Cost savings from deconstruction could be used to fund these opportunities.

F. Triangle Park Community Date for Pump Track:

(Added at meeting)

Bazyk: Could we plan a community meeting in August or September. Ideally still hold our regular meeting in August.

Erdos-Thayer: Out last two weeks of September.

September 16th 5:30-7:00 pm.

5. INFORMATION ONLY

Whiz Bang Days July 10-13

Erdos-Thayer: For Forestry and Parks if they have future projects that they need Commission help with, please bring those to meetings.

Rochon-Washington: Benches for school bus stops. Could promote Robbinsdale Parks Logo on benches. Could the Commission help with construction or delivery and pickup.

Erdos-Thayer: Storage might not be an issue if “sponsors” just keep it during the summer. Potentially promote with a “city service” like a program entry to incentivise participation.

6. ADJOURNMENT



Parks, Recreation, and Forestry Commission Meeting
Tuesday, June 24, 2025
4100 Lakeview Avenue North
Robbinsdale, MN
7:00 PM

Motion to adjourn: Beck
2nd: Sparks
Adjourn: 8:42 pm

MINUTES

1. ROLL CALL: Beck _X_, Erdos-Thayer _X_, Lavery _O_, Rochon-Washington _X_, Davis _X_, Sparks _O_

Also in attendance: Matt Bazyk: Recreation Services Manager, Gene Trattles: Community Member and Robbinsdale Recreation Staffer

2. **CONSIDERATION OF MINUTES**

- A. April Meeting Minutes
Motion to approve:
Beck 2nd: Edros-Thayer
Vote: 4-0 approved

3. **NEW BUSINESS**

- A. Sanborn Building RFP
Bazyk: Discussed scope of project and timeline for proposals.
- B. Park Signage
Bazyk: Introduced the new “Pet-iquette” for parks and need for additional signage in parks.
Trattles: Expressed need for alcohol rules signage. Continued use of alcohol in parks and little to no support to stop usage or signage to mitigate usage.
Bazyk: City is having discussions to create signage to address liquor use in parks.
Beck: How can we ensure coverage of sign placement in parks. Multiple entries.
Bazyk: Liquor usage signs will be targeted to rentable spaces, specifically pavilions.
Future more comprehensive rule signs will be placed strategically, but there is no way to guarantee people read them.
Davis: Potentially add a QR code to liquor usage signage to limit barriers to applying for a use permit.
Erdos-Thayer: Be intentional with new sign placement and not reactionary to recent event in Sanborn Park.

4. **OLD BUSINESS**

- A. Manor Park Playground:
Bazyk: Design requests have been made to firms. Will have examples of playgrounds at June meeting. We will need to schedule a Community Feedback event at Manor Park. Erdos-Thayer: July could be best for staying on schedule with installation. Should wait until June meeting to schedule CF meeting.
Beck: If needed we could add a meeting in July along with the CF meeting.
- B. Triangle Park Pump Track
Bazyk: Community Feedback for desire to install pump track into park. Park usage



Parks, Recreation, and Forestry Commission Meeting

**Tuesday, May 27,
2025 4100 Lakeview Avenue
North
Robbinsdale, MN
7:00 PM**

will start to look different but the location of the pump track is well placed at Triable, being centrally located and at the end of the bike path on Noble Ave.

Beck: Ensure community at large knows and is invited.



Parks, Recreation, and Forestry Commission Meeting
Tuesday, May 27,
2025 4100 Lakeview Avenue
North
Robbinsdale, MN
7:00 PM

Erdos-Thayer: When getting bids, ensure that they are from companies that specialize in Page 2 of
8

track installation. Not just a concrete company. These are technical tracks and can easily be done poorly.

C. Sanborn Tennis and Pickleball Courts

Bazyk: Tennis court design complete and going out to bid. USTA has grant dollars that we will be going after. In talks with them to see what that takes. Concerns about the courts not being true N-S in orientation.

D. Fitness Court

Bazyk: Concrete is poured and site being prepped! Equipment delivery scheduled for July 28.

5. DEPARTMENT UPDATES

A. Recreation

B. Forestry

C. Parks

6. ADJOURNMENT

Adjournment: 8:29 pm

Motion:

Rochon-Washington 2nd:

Davis

Vote: 4-0 approved

TO: Parks, Recreation, and Forestry Commission

PREPARED BY:

DATE: June 24, 2025

RE: Sanborn Tennis Courts

Background:

Bids received for tennis court construction. All over budget and all declined. USTA grant won't fund courts not aligned N-S or made by concrete slab. Only asphalt or pole-tensioned concrete. Engineers redesigning and rebidding project to fit within these guidelines.

Analysis:

Recommendation:

Attachments:

None

TO: Parks, Recreation, and Forestry Commission

PREPARED BY:

DATE: June 24, 2025

RE: Manor Park Playground

Background:

Playground proposals are coming in. Will receive them on Monday the 23rd. Designs will be presented to Commission on the 24th. We will need to schedule a community feedback meeting, potentially the second week of July.

Analysis:

Recommendation:

Attachments:

None



TO: Parks, Recreation, and Forestry Commission

PREPARED BY:

DATE: June 24, 2025

RE: Sanborn Ice Rink

Background:

Being removed. Should be gone by Tuesdays meeting.

Analysis:

Recommendation:

Attachments:

None

TO: Parks, Recreation, and Forestry Commission

PREPARED BY:

DATE: June 24, 2025

RE: Park Signage

Background:

Pet-iguette signs have been well-received. Community members have requested additional signs in different areas of parks. We've talked with multiple community members at parks with dogs off leash and the signs have helped direct those conversations in a positive direction.

Alcohol usage signs have been delivered and will be installed shortly. We are discussing how many we need at different parks and specifically where they should be located at pavilions and rentable spaces.

Analysis:

Recommendation:

Attachments:

None

TO: Parks, Recreation, and Forestry Commission

PREPARED BY:

DATE: June 24, 2025

RE: Sanborn Building RFP

Background:

RFP is gaining traction. We have a number of firms interested in the project that have verbally said they will be submitting a proposal. After continued internal conversation, it was decided to remove the demolition of the current building from the RFP and reduce deliverables to 70% plan design.

Matt Bazyk is going to get quotes from construction firms to demolish current building. A second option is the Building Reuse Grant through Hennepin County. I have reached out to them on more information about this program. Here is a quick overview of what this program does.

Resources to deconstruct publicly owned properties

As construction season kicks-off in Minnesota, this is a reminder that Hennepin County has resources available to help cities deconstruct rather than demolish buildings. Hennepin County has agreements with two Minneapolis-based deconstruction organizations to reduce the cost of deconstructing building materials on publicly owned properties. The discounted rate depends on the amount of building materials deconstructed for reuse.

Analysis:

Recommendation:

Attachments:

None



TO: Mayor and City Council

PREPARED BY: Heather Rand, Community Development Director

APPROVED BY: Tim Sandvik, City Manager

DATE: September 2, 2025

RE: Consider Approval of Retail Licenses for Tobacco Product Shop and THC Products by RB Tobacco, Inc. at 4066 Lakeland Ave N

Background:

As required by city code, all retail tobacco shops and THC product retailers must apply for a city license, and for such a license to be issued in the City of Robbinsdale, it must be approved by the City Council.

RB Tobacco, Inc. has submitted a license application for both a tobacco product shop and also a THC product retailer license for the address of 4066 Lakeland Ave N (Robbin Center Shopping Center). The Vapor Bunker operated a city-licensed tobacco shop and sold THC at that same location until its closure 7/31/25.

RB Tobacco, Inc. has paid all appropriate license application fees and provided required certificates of insurance with the city clerk. The Robbinsdale Police Department has also conducted a background check on the applicant and approved such.

Analysis:

Vapor Bunker operated both a city licensed Tobacco Product Shop and also sold city-licensed THC products at 4122 Lakeland Ave N in Robin Center Shopping Center for many years. Per city code, up to 2 Tobacco Product Shops may be licensed in the city. There is also one located 800 feet away for 4122 Lakeland Ave N, across Bottineau Blvd in the Town Center Mall.

Vapor Bunker ceased its business operation on 7/31/25, and a new business, RB Tobacco Inc. desires to secure city licenses for Tobacco Product Shop and THC and begin operations pending city licensing approval. Upon review of the applications, staff found language in city code requiring a half-mile (2640 feet) requirement between Tobacco Product Shops. As such, the previous tobacco shop was not in compliance, and was perhaps "grand-fathered in", operating before this code provision was approved. Regardless, after consultation with city legal counsel, they recommended the new Tobacco Product Shop, TB Tobacco Inc., continue to be treated as grandfathered in, as it may seem unreasonable to have a 2640-foot buffer requirement between the two tobacco product shops permitted in this city, when the city code buffer for up to two retail cannabis product establishments in city code, is a 500-foot buffer (and 300 feet from schools). Legal further suggests the city update the code language at the earliest convenience to have some consistency between these adult-use-only products (Tobacco, Cannabis). As such, staff intend to bring forward the draft code text change on these buffers to the planning commission and then city council this fall.

Secondly, while the MN Office of Cannabis Management says that they intend to begin licensing THC product retailers this fall, that process has not begun yet, so legal recommend the city still

continue to license this product as outlined in the city code. The applicant has been made aware that it is possible the licensing and registration procedures may change before the end of the year due to pending state licensing, and has stated that they are fine with still pursuing a city THC product retail license now, in hopes of commencing with this business operation as soon as possible.

Recommendation:

By motion, approve retail tobacco product shop and retail THC product licenses for RB Tobacco, Inc. to conduct business at 4066 Lakeland Ave, N in Robbinsdale.

Attachments:

1. Tobacco License Appli RB Tobacco Inc.
2. THC License Application (RB Tobacco, Inc.)

TOBACCO SALES and RELATED PRODUCTSOffice of the City Clerk
City of Robbinsdale

LICENSE APPLICATION

Fee: \$325/year

I, ALI ALBATTAT, hereby make an application for a Cigarette Vending License, subject to provisions of City Ordinances, Section 1132. I do hereby swear that the several answers and statements, and any attached information set forth by me in this application are true.

The City Ordinance requires that the data requested in this application must be submitted in order for the City to determine your eligibility for the license. Refusal to provide the data may result in an automatic denial of the requested license. The data provided shall be classified in accordance with the Minnesota Government Data Practices Act. The City Staff shall investigate the data provided. A recommendation for approval or denial, based upon the applicant's eligibility is determined by the provisions of the licensing ordinance and other applicable laws, shall be forwarded to the City Council for final determination. Access to the data provided shall be by officials and employees of the City engaged in administering or monitoring the provisions of the licensing ordinance; and also as allowed for by the Minnesota Government Data Practices Act.

PLEASE PRINT OR TYPE

(Provide in full the first, middle and last names where requested)

Applicants Full Name & Title ALI ALBATTAT, OWNER		Trade Name or D.B.A. RB TOBACCO INC	
Business Address 4066 LAKELAND AVE N		City ROBBINSDALE	State MN Zip 55422
Driver's License No./State Issued [REDACTED]	Date of Birth [REDACTED]	Residence Phone No. [REDACTED]	Business Phone No. 320-204-7100
2nd Contact Person	2nd Contact Business Phone No.	Type of Establishment RETAIL TOBACCO STORE	
Describe the display and sale of tobacco (use an additional piece of paper if necessary) Fixed shelving and inaccessible showcases (to customers), over the counter sales of tobacco.			
Will vending machines be used to sell tobacco? No		Will customers have free access to displays of tobacco, or will the dispensing of tobacco be self-serve? No	
Describe how your establishment will prevent sales of tobacco products to minors Secure ID verification system upon use of POS terminal. Regulatory and routine ID checking and education for all staff. The staff are trained to identify and verify age through asking for ID card upon entry to the establishment if they appear younger than 30 years old.			

___ General/Public Liability Certificate of Insurance of not less than \$1,500,000 combined single limit

___ MN Tax/Workers' Compensation Forms

CITY OF
ROBBINSDALE
PAID/RECEIVED

Applicant Signature:

Date: 7/11/2025

AUG 7 2025

**RECOMMENDATION OF DEPARTMENT HEADS** (Initial your approval. Give reason for denial on separate memorandum.)

	<u>APPROVE</u>	<u>CONDITIONS?</u>	<u>DENY/MEMO ATTACHED</u>
___ Building Official	_____	_____	_____
___ City Planner	_____	_____	_____

The City of Robbinsdale distributes general city information and notices through an electronic notification system. As an applicant for a new business license, or renewal of an existing business license, you can sign up to receive notices through the city's electronic notification system on the city's website at www.robbinsdalemn.com/enews. This would include receiving notifications of any proposed ordinances at least ten days before the City Council of Robbinsdale conducts a final vote on the proposed ordinance.

MINNESOTA TAX CLEARANCE

- The licensing authority is required to provide to the Minnesota Commissioner of Revenue your Minnesota business tax identification number and the social security number of each license applicant.
- Under the Minnesota Government Data Practices Act and the Federal Privacy Act of 1974, we are required to advise you of the following regarding use of this information: (1) This information may be used to deny insurance, renewal or transfer of your license in the event you owe the Minnesota Department of Revenue delinquent taxes, penalties or interest; (2) Upon receiving this information, the licensing authority will supply it only to the Minnesota Department of Revenue. However, under the Federal exchange of information agreement, the Department of Revenue may supply this information to the Internal Revenue Service; (3) Failure to supply this information may jeopardize or delay the issuance of your license or processing your renewal application.

This information will be collected by the licensing agency and retained in their files.

TYPE OF LICENSE BEING APPLIED FOR OR RENEWED:				RETAIL TOBACCO LICENSE	
APPLICANT'S NAME (LAST, FIRST, MI):				SOCIAL SECURITY NUMBER	
ALBATTAT, ALI, R				[REDACTED]	
HOME ADDRESS:		CITY	ZIP CODE	PHONE NUMBER	
11882 PALISADE ST NE		BLAINE	55449	[REDACTED]	
BUSINESS INFORMATION					
BUSINESS NAME:					
RB TOBACCO INC					
BUSINESS ADDRESS:		CITY	ZIP CODE	PHONE NUMBER	
4066 LAKELAND AVE N		ROBBINSDALE	55422	320-204-7100	
MINNESOTA TAX IDENTIFICATION NUMBER:			FEDERAL TAX IDENTIFICATION NUMBER:		
1321441			39-3166204		
IF A MINNESOTA TAX IDENTIFICATION NUMBER IS NOT REQUIRED PLEASE EXPLAIN:					

OWNER

07/11/2025

Ali Albattat

SIGNATURE

POSITION (Officer, Partner, etc.):

DATE SIGNED

SALES of TETRAHYDROCANNABINOL (THC) PRODUCTSOffice of the City Clerk
City of Robbinsdale

LICENSE APPLICATION

Fee: \$500/year

P2

I, ALI ALBATTAT, hereby make application for a Cannabinoid Products License, subject to provisions of City Ordinances, Section 1160. I do hereby swear that the several answers and statements, and any attached information set forth by me in this application are true.

The City Ordinance requires that the data requested in this application must be submitted in order for the City to determine your eligibility for the license. Refusal to provide the data may result in an automatic denial of the requested license. The data provided shall be classified in accordance with the Minnesota Government Data Practices Act. The City Staff shall investigate the data provided. A recommendation for approval or denial, based upon the applicant's eligibility is determined by the provisions of the licensing ordinance and other applicable laws, shall be forwarded to the City Council for final determination. Access to the data provided shall be by officials and employees of the City engaged in administering or monitoring the provisions of the licensing ordinance; and also as allowed for by the Minnesota Government Data Practices Act.

PLEASE PRINT OR TYPE

(Provide in full the first, middle and last names where requested)

Applicants Full Name & Title ALI ALBATTAT, OWNER		Trade Name or D.B.A. RB TOBACCO INC		
Business Address 4066 LAKELAND AVE N		City ROBBINSDALE	State MN	Zip 55422
Driver's License No./State Issued [REDACTED]	Date of Birth [REDACTED]	Primary Phone No. [REDACTED]	Secondary Phone No. [REDACTED]	Email [REDACTED]
2nd Contact Person [REDACTED]		2nd Contact Business Phone No. [REDACTED]		Type of Establishment [REDACTED]
Describe the display and sale of THC (use an additional piece of paper if necessary) ALL LOW DOSE HEMP PRODUCTS WILL BE SECURELY LOCKED IN SHOWCASES ONLY TO BE ACCESSIBLE BY AUTHORIZED PERSONNEL. Customers will not be able to possess any product unless all requirements of verification and sale are finalized.				
Will vending machines be used? no		Will customers have free access to displays, or will the dispensing of THC be self-serve? no		
Describe how your establishment will prevent sales of THC products to minors Secure ID verification system upon use of POS terminal. Regulatory and routine ID checking and education will be administered to all staff. ID verification is necessary to perform sale				

____ General/Public Liability Certificate of Insurance of not less than \$1,500,000 combined single limit

____ MN Tax/Workers' Compensation Forms

Applicant Signature: Ali AlbattatDate: 7/11/2025CITY OF
ROBBINSDALE
PAID/RECEIVED

AUG 7 2025

**RECOMMENDATION OF DEPARTMENT HEADS** (Initial your approval. Give reason for denial on separate memorandum.)

	<u>APPROVE</u>	<u>CONDITIONS?</u>	<u>DENY/MEMO ATTACHED</u>
____ Police Chief	_____	_____	_____
____ City Planner	_____	_____	_____

The City of Robbinsdale distributes general city information and notices through an electronic notification system. As an applicant for a new business license, or renewal of an existing business license, you can sign up to receive notices through the city's electronic notification system on the city's website at www.robbinsdalemn.com/enews. This would include receiving notifications of any proposed ordinances at least ten days before the City Council of Robbinsdale conducts a final vote on the proposed ordinance.



Background Investigation Consent Release and Tennesen Warning - THC Licensing

This form is a required attachment to all THC retail establishment license applications and must be completed by (1) each individual applicant; (2) every person who (either singly or together with their spouse, parent, brother, sister or child) owns or controls an interest in the applicant greater than 5%; and (3) each person who is a general manager, proprietor, or any individual in control of the license premises.

Personal Information

First name	ALI	Middle name	REDHA	Last name	ALBATTAT		
Home address	11882 PALISADE ST NE	City	BLAINE	State	MN	Zip	55449
Home phone number				Cell phone number			
Date of birth				Place of birth	MINNEAPOLIS, MN		
Other known names				State Drivers License/ID Card #			
Have you ever been convicted within the last five years of a crime relating to the licensed products? ☐ Yes ☒ No							

If yes, state jurisdiction, type of violation and disposition

CONSENT AND RELEASE: I hereby give my consent for a personal background investigation, including a criminal history check, in connection with this application. The results of the investigation, as well as any information provided in connection with this application may be made public as part of the City's approval or denial of this application. I understand that I am under no legal obligation to consent to such investigation or provide the requested information, but refusal to consent will result in the denial of this application.

TENNESSEN WARNING: In connection with your request for a license, the City has asked that you provide information about yourself that may be classified as private, confidential, nonpublic, or protected nonpublic under the Minnesota Government Data Practices Act. This means that this data is not ordinarily available to the general public. Accordingly, the City is required to inform you of the following:

1. The purpose and intended use of the information requested is to determine if you or an applicant affiliated with you is eligible for a THC retail establishment license from the City of Robbinsdale.
2. You are not legally obligated to supply the requested information.
3. The known consequences of supplying the requested information is that the information or further investigation could disclose information which could cause the license application to be denied and the information could become public as part of the City's processing of this application.
4. The known consequences of refusing to supply the requested information is that the application for a license cannot be processed.
5. In accordance with Minn. Stat. & 364.03, a criminal charge, arrest, or conviction will not necessarily bar you from obtaining a license. However, failure to reveal the requested criminal information will be considered falsification of the application and may be used as grounds for denial of the application.
6. Other governmental agencies necessary to process your application are authorized by law to receive the information provided.
7. The City is required by law to furnish some of this information to the Minnesota Department of Labor and Industry, the Minnesota Commissioner of Revenue and the Minnesota Department of Public Safety.

The undersigned, by signing this notice, acknowledges that he/she has read and understood the contents of this notice and has received a copy of this notice. Furthermore, the undersigned is confirming that the statements made on this application are true, correct, and are made with knowledge that this information may be made public. False disclosures are subject to perjury proceedings and forfeiture of the license application.

Your Signature X <i>Ali Albattat</i>	Date 07/11/2025
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Hispanic Heritage Month Proclamation

September 15 – October 15, 2025

WHEREAS, each year, Americans observe National Hispanic Heritage Month from September 15 to October 15, by celebrating the histories, cultures and contributions of American citizens whose ancestors came from Spain, Mexico, the Caribbean and Central and South America; and

WHEREAS, the observation started in 1968 as Hispanic Heritage Week under President Lyndon Johnson and was expanded by President Ronald Reagan in 1988 to cover a 30-day period starting on September 15 and ending on October 15, and was enacted into law on August 17, 1988; and

WHEREAS, the day of September 15 is significant because it is the anniversary of independence for Latin American countries Costa Rica, El Salvador, Guatemala, Honduras and Nicaragua. Additionally, Mexico and Chile celebrate their independence days on September 16 and September 18; and

WHEREAS, it is important to honor and celebrate the traditions and accomplishments of our Hispanic and Latinx neighbors and to acknowledge their ongoing contributions to Robbinsdale; and

WHEREAS, the City of Robbinsdale is enriched by the diverse cultures, traditions, and contributions of the Hispanic and Latinx community who live, work, and travel here; and

WHEREAS, recognizing Hispanic Heritage Month provides an important opportunity for all residents of Robbinsdale to learn about and appreciate the unique journeys and resilience of these communities;

NOW, THEREFORE BE IT RESOLVED, that the City Council hereby declares September 15 – October 15, 2025, to be Hispanic Heritage Month in the City of Robbinsdale, County of Hennepin, State of Minnesota, U.S.A.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Robbinsdale to be affixed this 2nd day of September 2025.

Bradley Sutton, Mayor



TO: Mayor and City Council
PREPARED BY: Richard McCoy, City Engineer/Public Works Director
APPROVED BY: Tim Sandvik, City Manager
DATE: September 2, 2025
RE: Award Bid - Chowen Avenue Trunk Storm Sewer Line

Background:

Part of the approved 2025 Capital Improvement Program is the reconstruction of the trunk storm sewer drainage line across Sanborn Park from approximately the intersection of Chowen Avenue and 43rd Avenue to Crystal Lake (City Project 73225).

The existing 52" pipe is undersized and follows a somewhat meandering route along Chowen Avenue. The proposed work will replace this existing pipe with dual 65" diameter pipes following a more direct route through the eastern portion of the park. Due to the interwoven relationship between this project and the reconstruction of Chowen Avenue / Shoreline Drive, this project will hold short of connections at both ends for now, with the remainder of the connections to Chowen Avenue and Crystal Lake being installed as part of the street project, scheduled to commence in 2026. The existing storm sewer system will remain in service until the connections at both ends are completed.

On August 28th, 2025, bids were received and publicly opened for this project. Only 1 bid was received with a total of \$ 2,713,376.50. The Engineer's Estimate is \$ 2,183,985.00. The abstract of bids has been included as Attachment 1 for Council Members information.

The low bidder is S.M. Hentges and Sons Inc, of Jordan, MN.

Analysis:

While the low bid is above the Engineer's Estimate, it falls within the allocated CIP budget amount of \$ 2,850,000.00. It is critical to complete this work before any work can begin on the new Sanborn Park Building and before construction can commence on the Chowen Avenue / Shoreline Drive project and proceeding is recommended. The primary difference between the estimate and the bid is the cost of the two structures, one at each end of the project.

The City has worked with the low bid Contractor on recent projects including Lee Avenue and the Chowen Avenue (43rd to CR9) projects. 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 42 days as outlined in the specifications.

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.

Shown as Attachment 2 is a resolution awarding a contract for the Chowen Avenue Trunk Storm Sewer Line, City Project 73225 to S.M. Hentges and Sons Inc, of Jordan, MN.

Recommendation:

Waive the reading and order the adoption of the attached resolution awarding a contract for the Chowen Avenue Trunk Storm Sewer Line, City Project 73225 to S.M. Hentges and Sons Inc, of Jordan, MN.

Attachments:

1. Bid Abstract_2025_08_28
2. Resolution - Award Bid CIP 73225 - 02Sep25

Contract Chowen Avenue Trunk Storm Sewer Line - Bid Abstract

Report Date Local

8/28/2025 73225

Bid Opening

8/28/2025 10:00

							S.M. Hentges & Son, Inc.	
Line	Number	Description	Unit	Quantity	Estimated Price	Estimated Total	Price	Total
1	1000	Mobilization	Lump Sum	1	\$104,000.00	\$104,000.00	\$132,000.00	\$132,000.00
2	1002	Sweeping	Hour	20	\$150.00	\$3,000.00	\$191.00	\$3,820.00
3	1003.2	Storm Drain Inlet Protection	Each	3	\$200.00	\$600.00	\$332.00	\$996.00
4	1011.2	Sediment Control Log, Wood Chips	Lin Ft	2,570	\$5.00	\$12,850.00	\$5.60	\$14,392.00
5	1018	Erosion Control Supervisor	Lump Sum	1	\$1,000.00	\$1,000.00	\$10,000.00	\$10,000.00
6	1020	Safety Fence	Lin Ft	2,570	\$5.00	\$12,850.00	\$6.00	\$15,420.00
7	2000	Clearing	Tree	4	\$600.00	\$2,400.00	\$842.00	\$3,368.00
8	2001	Grubbing	Tree	4	\$225.00	\$900.00	\$280.00	\$1,120.00
9	2003	Remove Bituminous Pavement	Sq Yd	320	\$6.00	\$1,920.00	\$7.00	\$2,240.00
10	2012	Remove Curb & Gutter	Lin Ft	80	\$15.00	\$1,200.00	\$4.00	\$320.00
11	2013	Remove Fence	Lin Ft	465	\$11.00	\$5,115.00	\$22.00	\$10,230.00
12	2023	Remove Light w/base	Each	2	\$1,000.00	\$2,000.00	\$850.00	\$1,700.00
13	2025	Remove Bench	Each	2	\$500.00	\$1,000.00	\$550.00	\$1,100.00
14	2044	Sawing Bituminous Pavement (Full Depth)	Lin Ft	150	\$10.00	\$1,500.00	\$8.00	\$1,200.00
15	5015.3	48" Steel Reinforced PE Pipe	Lin Ft	90	\$300.00	\$27,000.00	\$445.00	\$40,050.00
16	5017.1	60" Steel Reinforced PE Pipe	Lin Ft	1,750	\$750.00	\$1,312,500.00	\$639.00	\$1,118,250.00
17	5017.2	72" Steel Reinforced PE Pipe	Lin Ft	210	\$1,000.00	\$210,000.00	\$713.00	\$149,730.00
18	5062.5	Construct Drainage Structure, Contractor Design/Build	Each	2	\$100,000.00	\$200,000.00	\$453,000.00	\$906,000.00
19	5064	Casting Assembly, Type R-1642	Each	2	\$1,000.00	\$2,000.00	\$900.00	\$1,800.00
20	7000.5	F & I Fence, Chain Link, 4' High	Lin Ft	240	\$40.00	\$9,600.00	\$67.00	\$16,080.00
21	8014	Aggregate Base Class V (4" Depth, compacted)	Sq Yd	320	\$10.00	\$3,200.00	\$27.00	\$8,640.00
22	8039	Type SP 9.5 Wearing Course Mixture 2 C 3" Thick	Sq. Yd.	320	\$25.00	\$8,000.00	\$51.00	\$16,320.00
23	9000.3	Loam Topsoil Borrow LV	Cu Yd	2,751	\$50.00	\$137,550.00	\$35.50	\$97,660.50
24	9001	Sodding, Type Lawn	Sq Yd	12,380	\$10.00	\$123,800.00	\$13.00	\$160,940.00
Total						\$2,183,985.00		\$2,713,376.50

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 2nd day of September 2025.

RESOLUTION NO.

A RESOLUTION ACCEPTING BIDS AND AWARDING
CONTRACT FOR CHOWEN AVENUE TRUNK
STORM SEWER LINE – CITY PROJECT 73225

WHEREAS, pursuant to an advertisement for bids for the Chowen Avenue Trunk Storm Sewer Line – City Project 73225, bids were received, opened and tabulated according to State Law and the following bids were received complying with the advertisement:

Contractor	Total Bid
S.M. Hentges and Sons Inc.	\$ 2,713,376.50
Engineer's Estimate	\$ 2,183,985.00

WHEREAS, it appears that S.M. Hentges and Sons Inc. of Jordan, Minnesota, is the lowest responsible bidder;

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

1. The Mayor and City Manager are hereby authorized and directed to enter into an agreement with S.M. Hentges and Sons Inc. in the name of the City of Robbinsdale for City Project 73225 according to plans and specifications therefore approved by the City Council and on file in the office of the City Engineer.
2. 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:

Res

and the following voted against the same:

WHEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND
ADOPTED THIS 2ND DAY OF SEPTEMBER 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: September 2, 2025
RE: Voucher Requests Pending Approval for Disbursement

Background:

The check register dated 9/2/25 reflects the voucher requests pending approval for disbursement.

The check register dated 8/20/25 through 9/2/25 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 9/2/2025.

Attachments:

None



TO: Mayor and City Council
PREPARED BY: Chase Peterson-Etem, City Clerk/Assistant to City Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: September 2, 2025
RE: Schedule Special Work Session meeting for October 2, 2025

Background:

City staff has coordinated a special bus tour related to the Blue Line Extension Project. The Tour will utilize met transit buses/drivers to shuttle the Council and staff to 3 different locations on or near the Met Transit Green Line that will demonstrate how light rail and public transportation investments act as catalysts for urban transformation and redevelopment. Relevant speakers from the private and public sector are being lined up for each stop.

Analysis:

None

Recommendation:

Schedule a Special Work Session from 5-7:30 pm on Thursday, October 2, 2025.

Attachments:

None