

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 NOVEMBER 18, 2025 MEETING AGENDA
 6. CONSENT AGENDA: Pursuant to Council rules, one motion, non- debatable, will approve the recommendation noted. Any member of the Council may ask for an item to be taken from the Consent Agenda for discussion and separate action. Such items removed from the Consent Agenda shall be considered immediately following approval of the balance of the Consent Agenda:
 - A. Approve City Council Meeting minutes from November 4, 2025

- B. Approve City Council Work Session Meeting Minutes from October 14, 2025
 - C. Approve City Council Special Work Session Meeting Minutes from October 21, 2025
 - D. Approval of Credit Card Charges and Payment – September 2025
 - E. A Resolution Authorizing the City of Robbinsdale to Participate in the Gold Leaf Challenge Program
7. PRESENTATIONS
- A. Native American Heritage Month Proclamation
8. PUBLIC HEARINGS
- A. Public Hearing on Liquor Store Operations
9. OLD BUSINESS
- A. None
10. NEW BUSINESS
- A. First Reading of an Ordinance Amending the Fee Schedule
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 (Remote)

Absent:

Staff: Tim Sandvik, City Manager; Chase Peterson-Etem, Assistant City Manager/City Clerk; Richard McCoy, City Engineer/Public Works Director; Kayla Kirtz, Sustainability Coordinator; Will Bucheger, Assistant Planner

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

None.

APPROVAL OF THE NOVEMBER 4, 2025, MEETING AGENDA

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

Member Parisian MOVED, seconded by Wagner, to approve the November 4, 2025, City Council agenda as amended.

A roll call was taken:

Ayes: Blackledge, Greenberg, Parisian, Wagner, Sutton

Nays: None

The motion carried.

CONSENT AGENDA

Member Wagner MOVED, seconded by Greenberg, to approve the consent agenda.

A roll call was taken:

Ayes: Blackledge, Greenberg, Parisian, Wagner, Sutton

Nays: None

The motion carried.

- A. Approval of Credit Card Charges and Payment – June 2025
- B. Approval of Credit Card Charges and Payment – July 2025
- C. Robbinsdale Wine & Spirits' Monthly Financial Statements

- D. Deputy Registrar’s Monthly Financial Statements
- E. A Resolution Approving a Change to the By-Laws of the Robbinsdale Fire Department Relief Association
- F. Receive Planning Commission Meeting Minutes of May 15, 2025
- G. Receive July 17, 2025, Planning Commission Meeting Minutes
- H. Receive August 21, 2025, Planning Commission Meeting Minutes
- I. Approval of Credit Card Charges and Payment – August 2025
- J. Approve City Council Meeting minutes from October 21, 2025
- K. Joint Powers Agreement (JPA) between Hennepin County, the City of Robbinsdale, and the Three Rivers Park District

PRESENTATIONS

- A. Robbinsdale Proclaims Saturday, Nov 29th, Small Business Saturday

Sandvik introduced the Proclamation declaring Saturday, November 29, 2025, as Small Business Saturday.

Member Parisian thanked the Staff for putting the Proclamation together and encouraged residents to support local businesses and restaurants.

Mayor Sutton echoed Member Parisian’s sentiments.

PUBLIC HEARINGS

- A. None

OLD BUSINESS

- A. Chowen Avenue Trunk Drainage - Project 73225 - Change Order

City Engineer/Public Works Director McCoy introduced the background of the Item and discussed the newfound challenges, proposed solution, and costs.

Member Greenberg asked if it was reasonable to assume that this type of material would be found, given what is known, and whether there were other ways to have known those materials were in the soil. McCoy stated that the only way to have discovered it earlier would have been to dig the pits themselves. He added that another perplexing aspect is that the debris is located below lake level, and the expectation to encounter that type of material at that depth did not make sense.

Member Greenberg then asked if any of the material found could be saved or sold to recoup money, noting he was trying to be creative in finding value in the material. McCoy replied that he was unsure how that could be accomplished and did not know anyone with expertise in that area. Sandvik commented that it was a creative idea, but that pursuing it would incur additional costs based on speculation. He noted that the material is primarily trash that has been dug up, but said they could revisit the idea.

Member Parisian echoed Member Greenberg’s sentiments regarding hindsight and reflection on the situation. She asked about the aggregate ramp and whether there were any risks associated with that approach, specifically any additional costs that could arise from unforeseen circumstances. McCoy responded that he did not recall any additional issues with the Chowen project and did not foresee anything significant at this stage.

Member Parisian asked if aggregate ramps exist elsewhere in Robbinsdale and how common the practice is. McCoy stated that no other aggregate ramps currently exist in the city, but one was used during the Chowen Avenue project.

Member Parisian commented that this situation makes for a complicated decision process, but stated that she believes the risks are too great not to continue with the project. McCoy added that Staff have learned from this project and will apply this new knowledge to the Shoreline Drive project to better anticipate what they may encounter.

Member Wagner asked if the pipe depth could be changed or if there was an option to dig past the debris and lay the drain. McCoy explained that they are limited by the upstream grade where the pipe must connect and that altering the depth would likely result in similar or higher costs.

Member Wagner commented that if the Staff could prevent the trash from being reburied, that would be ideal. McCoy responded that the material appears to be fairly inert.

Member Wagner added that the discovery was disappointing, but said he recognizes the risks of delaying the project and appreciates McCoy’s transparency, noting that lessons should be learned from this experience.

Member Blackledge asked if this could be turned into a community project focused on removing the debris. He acknowledged that it is unfortunate they could not have foreseen everything, but expressed appreciation for the clear next steps provided.

Mayor Sutton asked if sections of the Master Parks Plan could be used to offset some of the costs. Sandvik replied that some funds specific to stormwater could be used and stated his support for the proposed funding approach presented by McCoy.

Mayor Sutton concluded by noting that another Mayor had spoken highly of McCoy and highlighted his strong reputation across the City and State.

Member Greenberg MOVED, seconded by Blackledge, to approve a Change Order to Project 73225 consisting of the provision of a supporting aggregate raft and the provision of an additional 40 lineal feet of 30" pipework to service the storm lift station for an increase of up to \$ 750,000.00.

A roll call was taken:

Ayes: Blackledge, Greenberg, Parisian, Wagner, Sutton

Nays: None

The motion carried.

NEW BUSINESS

A. Energy Action Plan Addendum

Sustainability Coordinator Kirtz introduced Community Energy Planner Lidet Bayou from Partners in Energy and commented that the Staff is hoping to receive an addendum to the current Energy Action Plan.

Community Facilitator Bayou presented the focus areas and strategies of the new addendum and implementation

support offered by Partners in Energy.

Member Wagner noted that he is glad to see the program continuing to grow and appreciates the added community engagement.

Member Blackledge commented that he enjoys the educational aspect of the program, emphasizing that meaningful change can only occur when the community is informed.

Member Parisian expressed her support for the recommendations presented during the meeting and thanked Excel for their ongoing support.

Member Greenberg agreed with the sentiments shared by the other Council Members, noting that he has heard a great deal of excitement from residents and recognizes the value of the program.

Mayor Sutton stated that the program is progressing well toward its goals and shared that he participated in the energy audit, which he found to be excellent.

Member Parisian MOVED, seconded by Greenberg, to adopt the Beneficial Electrification and Electric Vehicle Action Plan Addendum.

A roll call was taken:

Ayes: Blackledge, Greenberg, Parisian, Wagner, Sutton

Nays: None

The motion carried.

Member Greenberg MOVED, seconded by Blackledge, to authorize the Mayor to sign the 2025-2027 Addendum Implementation Support Memorandum of Understanding with Xcel Energy.

A roll call was taken:

Ayes: Blackledge, Greenberg, Parisian, Wagner, Sutton

Nays: None

The motion carried.

B. First Reading for an Ordinance Amendment to City Code Section relating to the Domestic Animal Permit

Assistant Planner Bucheger discussed the current City Code and the desire to include quails within the domestic animal permit.

Member Greenberg MOVED, seconded by Blackledge, to approve the first reading of an Ordinance Amending Sections 915.37 of the Robbinsdale City Code Relating to Domestic Animal Permits.

A roll call was taken:

Ayes: Blackledge, Greenberg, Parisian, Wagner, Sutton

Nays: None

The motion carried.

A. First Reading for an Ordinance Amendment to Allow Event Centers as Conditional Uses in the B4 District

Assistant Planner Bucheger discussed the background of the Ordinance, current zoning issues, and noted the recommendation of the Planning Commission.

Member Wagner asked for additional information regarding the conditional use permit application process. Bucheger explained that the process requires applicants to review the conditional uses approved in the City Code, pay the application fee, provide a site plan, and submit a description and letter outlining their intended use of the event center. Staff then review the application and prepare it for consideration at a Planning Commission meeting, where the proposal is discussed in detail. Bucheger added that liquor licensing must still be obtained separately through the City and is not part of the conditional use permit process. After hearing this explanation, Member Wagner stated that he felt very comfortable approving the request.

Member Greenberg asked whether there is wording in the City Code that specifically defines an event center and clarifies what constitutes such a use. Bucheger responded that the term "event center" is interpreted by staff as it is not currently defined in the Code.

Sandvik highlighted Bucheger's thorough knowledge of the City Code and noted that there have been past circumstances where community members were unable to move forward with their plans due to existing Ordinance limitations.

Member Parisian MOVED, seconded by Blackledge, to approve the first reading of an Ordinance Amending Sections 520.07 of the Robbinsdale City Code Relating to Event Centers.

A roll call was taken:

Ayes: Blackledge, Greenberg, Parisian, Wagner, Sutton

Nays: None

The motion carried.

B. Conditional Use Permit to 4130 Lakeland Ave N City Council Meeting Agenda November 4, 2025
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Bucheger provided background on the Item, district zoning, parking standards, conditional use permit findings of facts, Planning Commission recommendation, and the action requested by Staff.

Member Wagner asked to hear from the applicant regarding what inspired the event center in question.

Jennifer VanRiper, the applicant, shared what inspired her to create the event space and provided details about the purpose and features of the proposed building.

Member Wagner stated he would love to come to an event sometime and highlighted the center as an asset to the community.

Member Greenberg voiced support for the center.

Member Blackledge expressed excitement for the event center and nonprofit.

Member Parisian noted the Council's unwavering support and excitement for this endeavor.

Mayor Sutton voiced his support and offered assistance if anything is needed.

Member Parisian MOVED, seconded by Greenberg, to adopt Resolution No. 8182, A RESOLUTION TO ALLOW THE USE OF AN EVENT CENTER AT 4130 LAKELAND AVENUE NORTH.

A roll call was taken:

Ayes: Blackledge, Greenberg, Parisian, Wagner, Sutton

Nays: None

The motion carried.

C. First Reading of an Ordinance Amendment to the R1 Zoning District

Bucheger provided an overview of the item, detailed the background of the R1 zoning code, and noted legal concerns.

Member Greenberg MOVED, seconded by Wagner, to approve the first reading of an Ordinance Amending Sections 515.01 Of The Robbinsdale City Code Relating to R-1, Single Family Residential District Conditional Uses.

A roll call was taken:

Ayes: Blackledge, Greenberg, Parisian, Wagner, Sutton

Nays: None

The motion carried.

D. First Reading for an Ordinance Amendment to City Code Section referring to the Tobacco Product Shop License

Bucheger provided an overview of the item, detailed the language the Staff would like to alter, and noted the Planning Commission recommendation.

Member Greenberg asked whether there is a minimum requirement for tobacco shops based on population, similar to the regulations related to cannabis. Bucheger explained that the Ordinance allows for two tobacco shops within the city. Member Greenberg asked if two is the maximum number permitted. Bucheger confirmed that it is. Member Greenberg expressed concern that a 500-foot separation between shops feels too close and suggested considering a greater distance.

Mayor Sutton asked for clarification on whether the City's Ordinance specifies a maximum of two shops. Bucheger confirmed that it does.

Mayor Sutton asked Council Member Greenberg why the distance between shops—whether 500 feet or 1,000 feet—matters to him.

Sandvik explained that the goal is to maintain consistency across different types of licenses and to ensure fairness in location requirements so that no single business is favored over another.

Member Greenberg suggested setting the distance at a half mile, as he has no desire for more tobacco shops if one of the two currently operating closes.

Sandvik expressed concern that doing so could create issues of preferential treatment. Member Greenberg asked if legal counsel shared that concern. Sandvik confirmed they did, explaining that allowing two shops but setting distance rules that effectively limit it to one could create inconsistencies. Member Greenberg stated that this was a reasonable explanation.

Member Wagner commented that he does not want the Council to act reactively, but agreed that the justification provided makes sense and supported the Staff's assessment.

Member Parisian thanked Bucheger for his effort and work on the City Code updates.

Member Wagner MOVED, seconded by Parisian, to approve the first reading of an Ordinance Amending Sections 1132.13 Of The Robbinsdale City Code Relating to Tobacco Product Shop Setback Requirements.

A roll call was taken:

Ayes: Blackledge, Greenberg, Parisian, Wagner, Sutton

Nays: None

The motion carried.

E. Abatement to 3919 West Broadway

Bucheger provided an overview of the item, detailed the history of violations, noted the Code enforcement completed by the owner, and discussed the abatement process.

Member Wagner asked whether the contractor would also handle rodent removal if a nest is discovered during the project. Bucheger responded that the contractor would assess the situation and bring it back to the staff to determine the best course of action if rodents are found.

Member Greenberg expressed his appreciation for the thorough explanation of the situation and the abatement process.

Member Blackledge voiced his gratitude for the manner in which the situation was presented.

Mayor Sutton stated that he wants to approach the issue with compassion while also being mindful of residents' concerns and suggested having further discussion during a work session.

Sandvik stated he would be happy to bring the topic back for further discussion.

Member Greenberg supported revisiting the issue in a work session and said he would like to take a similar approach but with a faster timeline.

Member Greenberg MOVED, seconded by Wagner, to waive the reading and order the adoption of Resolution No. 8183, A RESOLUTION TO ABATE PUBLIC NUISANCE AT 3919 WEST BROADWAY.

A roll call was taken:

Ayes: Blackledge, Greenberg, Parisian, Wagner, Sutton

Nays: None

The motion carried.

OTHER BUSINESS

A. Voucher Requests Pending Approval for Disbursement

Member Greenberg asked for clarification on the large distribution to a PUPS facility in Maple Grove.

Sandvik noted this will be a facility where member Cities' police departments can bring lost pets. He stated the City exhausted options, and this distribution was approved by the Council a few weeks ago.

Member Greenberg MOVED, seconded by Blackledge, to approve voucher disbursement requests for the period ending November 4, 2025. The vote was unanimous, and the motion carried.

A roll call was taken:

Ayes: Blackledge, Greenberg, Parisian, Wagner, Sutton

Nays: None

The motion carried.

ADMINISTRATIVE REPORTS

City Clerk Peterson-Etem noted yard waste will end on November 28, 2025, but highlighted that Republic is also offering an additional pickup the first week of December and noted the details.

Sandvik offered his condolences to the family of Marjorie Johnson, and discussed the charging station coming soon, Manor Park updates, City Hall closure on Veterans Day, lighting of the holiday tree, and the City Council meeting on November 12.

COUNCIL GENERAL COMMUNICATIONS

Member Blackledge thanked staff for their preparation, offered his condolences to the family of Marjorie Johnson, and encouraged members of the community to greet one another and stay connected.

Member Greenberg also offered condolences to the friends and family of Marjorie Johnson and thanked City staff for their work in arranging the additional yard waste collection date. He invited residents to attend the upcoming senior tech support sessions scheduled for November 10 and December 8.

Member Parisian extended her condolences to the family of Marjorie Johnson and shared a personal anecdote about her. She also highlighted the Blue Line Extension culture placemaking event and noted that another event is scheduled for November 19 at Elim Church.

Member Wagner echoed the condolences expressed by his colleagues and thanked Robbinsdale residents who volunteered during the recent election. He remarked that the Manor Park playground looks impressive and thanked staff for their work on that project.

Mayor Sutton thanked staff for their efforts related to the yard waste program and for their presentations during the meeting. He also offered condolences to the friends and family of Marjorie Johnson, sharing stories that reflected her lasting impact on the Robbinsdale community.

ADJOURNMENT

Member Greenberg MOVED, seconded by Parisian, to adjourn the meeting at 9:24 p.m. The vote was unanimous, and the motion carried.

A roll call was taken:

Ayes: Blackledge, Greenberg, Parisian, Wagner, Sutton

Nays: None

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 7:41.

ROLL CALL

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

Absent: None

Staff: Tim Sandvik, City Manager; Heather Rand, Community Development Director; Kayla Kirtz, Sustainability Coordinator; Matt Bazyk, Recreation Services Manager; Rachel Leen, Communications Coordinator

DISCUSSION

A. Energy Action Plan Addendum

Kirtz introduced the Energy Action Plan, adopted a few years ago through community planning efforts. Recent work has focused on implementation, and Partners and Energy and Kirtz now aim to expand certain project areas through an addendum focused on electric vehicles and beneficial electrification.

Lidet Bayou and Sofia Troutman from Partners in Energy (PiE) presented. Bayou recognized residents who served on the energy action team and outlined the project timeline: planning began in November 2022, Council reviewed the plan from May to July 2023, and implementation ran from August 2023 through early 2025. The team has now entered the “graduate support” phase, with plan review expected in November and another round of implementation through June 2027.

Bayou highlighted key accomplishments: promoting renewable energy programs, forming a volunteer sustainability committee, offering free Home Energy Squad visits, launching an Earth Day renewable energy challenge, and conducting a downtown “business blitz” providing lighting assessments. The updated 40-page draft plan includes topics from June’s community meetings, Robbinsdale-specific data, and two new focus areas—beneficial electrification and electric vehicles.

For beneficial electrification, progress toward 2030 goals will be measured by resident participation in rebate programs. For electric vehicles, the goal is a 30% increase in ownership by 2030. Strategies include outreach, education, resource guides, and fleet analysis.

Member Greenberg raised concerns about federal EV tax credits expiring and emphasized encouraging EV adoption without them. Troutman noted that Xcel Energy continues to offer strong rebates and expects additional state support.

Sutton stressed considering costs to residents when pursuing green initiatives. Sandvik noted the City has benefited from recent funding opportunities such as IRA funds, and that the plan provides guidance rather than financial commitments, positioning Robbinsdale to act when special funding arises. Sutton reiterated the importance of evaluating return on investment for future projects.

Troutman added that PiE programs provide residents with flexible options based on income and preferences, focusing on educational initiatives rather than requirements or mandates.

Member Parisian asked what prompted the addendum. Kirtz said it was part of the graduate support phase and addressed a gap in EV strategy. She noted the addendum includes strong community engagement and storytelling opportunities.

Member Greenberg asked about coordination with nearby communities. Troutman said about 60% of the cities they work with are PiE participants. Greenberg expressed interest in comparing Robbinsdale's data with regional results.

B. Sanborn Park Renaming Submissions

Mayor Pro Tem Blackledge noted that the Sanborn Park renaming process has been ongoing for several months. The Parks, Recreation, and Forestry (PRFC) Commission reviewed community-submitted names to determine which names met established criteria and provided Council with the list of names. Council must now decide next steps. Council discussed options on how to review qualified names, such as a rubric, which was ultimately not used.

Sandvik explained that a previous renaming effort was unsuccessful, but the current Council agreed to revisit it with greater community input. Mayor Sutton raised the question of whether Sanborn Park or Marjorie Green Park deserved special consideration due to high community support. He also questioned whether Shoreline Park should remain excluded, saying he did not find it confusing. Member Greenberg responded that since Council already voted to rename the park, Sanborn should not be reconsidered, but agreed Shoreline Park could be added back into the mix. Sandvik reminded Council that the naming policy adopted last year includes guidelines, such as avoiding confusion, that are subjective. Council can acknowledge these guidelines but still choose a name that falls outside them.

Mayor Pro Tem Blackledge asked if any names rejected by PRFC should be reconsidered. Bazyk emphasized that PRFC comments often included conditional support, such as "yes, if researched further." He noted that PRFC preferred any Indigenous names to be Dakota, as the Dakota people historically lived on this land.

Member Parisian supported the PRFC's process and shared the opinion that creating a shortlist of names might be effective. Bazyk said PRFC was open to narrowing names down farther, and Sandvik recommended setting clear parameters for the PRFC's next review. Member Parisian suggested each Council member select two or three names for PRFC to review before officially scoring names as a Council.

Mayor Sutton encouraged Council to strongly consider names with broad support, such as Birdtown and Koda, and to reinclude Shoreline Park due to its popularity. A resident commented that the renaming process should reflect the will of Robbinsdale residents. Mayor Pro Tem Blackledge stated that changing the name does not erase the park's history, but addresses its exclusionary legacy, and that submissions to keep the name "Sanborn" should not hold weight.

Member Wagner supported adding Unity Park and Blue Ribbon back to the list, agreeing with Sutton on Shoreline Park as well. Council agreed to include Koda on the shortlist and prioritize Dakota names in recognition of the Dakota land. Member Parisian requested that the PRFC look into an additional Dakota name option. Member Parisian also suggested Birdtown, Koda, Unity, Shoreline, and Blue Ribbon for the shortlist of names, clarifying that submissions should not be referred to as "votes" to avoid confusion.

The final shortlist included Birdtown, Koda, Unity, Shoreline, Blue Ribbon, an additional Dakota name to be determined, and Robert Mendenhall Park, which Mayor Sutton proposed. Sandvik stated that staff will prepare a plan for PRFC to review these names under Council's parameters. Parisian asked PRFC to clarify their earlier decision to exclude Shoreline. Bazyk explained that it was due to Hollingsworth Park being located on Shoreline Drive as well, but that PRFC can revisit the name.

STAFF UPDATES

A. Community Development Information Update

Transportation-Oriented Development Bus Tour:

Rand requested feedback from Council on the recent bus tour and suggested holding a follow-up meeting to revisit the downtown station plan, as many current staff and Council members were not involved when it was first created.

Member Greenberg said the tour was useful for seeing what other cities are doing, with Wooddale being the most comparable example. However, he noted that some of the other communities visited have greater resources. He expressed frustration that Robbinsdale must accommodate a park-and-ride downtown, limiting opportunities for walkability and public art. Mayor Sutton agreed, saying the park-and-ride location remains a concern. He praised the public art in Hopkins and expressed interest in more community art tied to development. Member Parisian said her feedback was largely positive and asked about the timing of the next tour, likely in January or February. She also suggested exploring whether the park-and-ride could serve as additional downtown parking. Mayor Pro Tem Blackledge agreed that the tour was valuable and said the City should adapt ideas that fit Robbinsdale's character and scale. Rand clarified that the winter follow-up meeting would be an indoor session focused on the downtown plan.

Love Local Plan:

The HRA has made \$220,000 available for storefront improvement grants, allowing cities to apply for up to \$15,000. Rand said several downtown businesses could benefit from upgrades. Grants will range from \$5,000 to \$15,000, with a matching contribution required from participating businesses. If awarded, the City would likely issue an RFP and conduct outreach to promote the opportunity. To strengthen Robbinsdale's application, Rand suggested submitting a Council-signed letter of interest.

She also noted that the Love Local initiative includes a Small Business Saturday event on November 29. Many cities host promotions or sweepstakes that day to drive downtown activity, though Robbinsdale likely lacks time to organize a full event this year. The Chamber of Commerce is supportive but not yet ready to lead the event. Rand recommended at least issuing a Council proclamation recognizing Small Business Saturday.

B. Budget Updates

Sandvik noted that after the second September meeting and preliminary budget approval, Council requested more context on how Robbinsdale's levy compares to neighboring cities. The figures provided are current but subject to change and should be viewed cautiously since cities differ in structure and tax capacity. The City is still negotiating with all five bargaining groups, and those outcomes will determine cost-of-living adjustments for non-union staff.

He outlined the proposed Deputy Police Chief position, explaining that the Chief and two Captains are stretched thin. While the role adds cost, staff recommend it to meet public safety needs.

A chart comparing Robbinsdale's market value and tax capacity with nearby cities illustrates how Robbinsdale's tax base differs. An informational insert explaining the levy's resident impact will also be mailed.

The preliminary budget is set at an 8% increase, with the final levy vote scheduled for December 2, or at the last December meeting if needed. Sandvik said he is available for questions or a budget work session. He plans

to share more on debt service options and possible funding through special revenue or a local option sales tax for projects like the public works building and Sanborn Park building.

Mayor Sutton asked what cuts would be required to lower the levy from 8% to 6%, which is about \$190,000. Sandvik said staff are already working to reduce the deficit, but reaching 6% would likely require eliminating or consolidating vacant positions. Sutton also asked which projects are “nice to have” versus “need to have,” citing Sanborn as an example. Member Greenberg agreed that lowering the levy should be explored, possibly through position adjustments or other measures. He and Sandvik discussed how delaying capital improvement projects, such as fleet replacements, could affect the general levy. Sandvik said staff continually reassess the CIP to identify possible vehicle deferrals. Member Greenberg said he could support a lower levy if Council clearly understands the tradeoffs. Sandvik said those staffing and operational decisions fall largely to staff but asked for Council’s target percentage.

Mayor Sutton asked how service levels might differ when looking at a 6% and 8% increase, such as plowing and response times. Member Parisian supported keeping the 8% levy, saying deeper cuts now could lead to larger increases later and disrupt service consistency. Member Wagner said he trusts the City Manager to make necessary adjustments but would like to see the difference between a 6% and 8% levy as well. He favors a reduction if feasible to ease the burden on residents. Mayor Pro Tem Blackledge summarized that Council supports staff exploring ways to tighten the budget.

C. Domestic Violence Awareness Proclamation

Sandvik shared that the Council approved a domestic violence awareness proclamation in October last year. Staff would be supportive of adding this to next week's agenda to proclaim October as Domestic Violence Awareness month. Council agreed. Member Wagner asked if we could call out a County program or local program to refer folks to as part of the agenda item or proclamation. Staff confirmed.

COUNCIL UPDATES

None.

ADJOURNMENT

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

Rachel Leen, Communications Coordinator

Raymond Blackledge, Mayor Pro Tem

MINUTES

CITY COUNCIL WORK SESSION CALLED TO ORDER

Mayor Pro Tem Blackledge called the meeting to order at 6:02 PM.

ROLL CALL

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

Absent: None

Staff: Tim Sandvik, City Manager; Chase Peterson-Etem, City Clerk/Assistant to City Manager; Richard McCoy, Public Works Director/City Engineer; Rachel Leen, Communications Coordinator

DISCUSSION

A. 2026 - 2035 Capital Improvement Plan DRAFT

Sandvik explained that staff were present to review the Capital Improvement Plan (CIP), answer questions, and walk through the projects scheduled over the next several years. The CIP can be viewed in segments such as the 10-year streets and utilities plan, the 10-year parks and buildings plan, and 10-year major projects. He highlighted that Sanborn Park will now be completed in multiple phases due to financial considerations. Different funding sources will be used across departments, including internal funds, assessments, and bonding. Staff currently recommend avoiding a bond issuance in 2026 to reduce debt servicing.

Two projects staff recommend keeping in the 2026 CIP are the Public Works Facility and the Sanborn Park building, with the intention to fund them using a Local Option Sales Tax (LOST). LOST would require legislative approval and a voter referendum once the 2026 moratorium lifts. Member Greenberg asked whether a LOST would capture revenue from visitors as well as residents. Staff explained that because residents pay for the general levy entirely, a LOST would bring in additional revenue from nonresidents, provided the City demonstrates regional benefit to the legislature.

McCoy presented a diagram showing the cost of each Sanborn component—playground, building, hockey rink, tennis courts, dog park—and a map outlining phases. The plan currently schedules items such as the playground and tennis courts in Phase 1, with other elements in later phases. The building and parking lot are not included in the phased CIP because they may be funded separately through a LOST. Staff and Council discussed options and pricing for the hockey rink, including concrete versus seasonal boards and grass. McCoy noted that phasing was designed from west to east to reduce duplication in construction efforts.

McCoy shared a rendering of the proposed Public Works Facility. He explained that although the building appears large, it would consolidate vehicles currently spread across multiple sites. Member Wagner asked about opportunities to reduce impervious surface and incorporate stormwater features. McCoy replied that staff are working on options to include those elements if feasible.

McCoy also presented the 10-year Parks and Buildings map and the 10-year Streets and Utilities map, noting that 40% of city streets had been reconstructed before 2024. He explained that Robbinsdale skipped significant street reconstruction in the 1990s, making current efforts especially important. He added that upcoming light rail construction requires careful coordination and is one reason certain areas, such as 42nd and downtown, receive particular emphasis. More reconstruction reduces emergency repairs, which are costly.

Staff and Council discussed the uncertainty surrounding light rail scheduling and future funding. McCoy stated that the street plan keeps the City in good shape regardless of whether light rail proceeds. Member Wagner asked about recent water main failures and whether long-term fixes are planned. McCoy said repair clamps are used for immediate issues, and areas with repeated breaks are already scheduled for reconstruction.

Mayor Sutton asked where project trimming may be possible and whether items like bike paths or pickleball courts could be removed to reduce costs. McCoy explained that multimodal features are included because they align with Council-approved policy about pedestrian infrastructure. If Council wishes to change those priorities, staff can adjust future plans.

Mayor Pro Tem Blackledge asked whether some street projects should be moved forward to prevent repeated water main failures. McCoy said the CIP is flexible and can be updated if certain issues become chronic. Corrugated metal pipe failures were one example of significant unexpected costs this year.

Member Parisian asked about the Lee Park fields, originally funded with support from a community organization, and whether the City plans to revisit that partnership. Sandvik said state funding may be available, and McCoy noted staff have not yet discussed costs with the organization. He added that the turf may last longer than initially expected. Member Greenberg asked whether vehicles could similarly have their life cycles extended. McCoy said staff already adjust timelines where possible; for example, patrol cars rotate more quickly than administrative vehicles. The goal is the lowest cost of ownership while maintaining reliable service, and the City has few spare vehicles.

Member Wagner asked about the number of speed trailers in the CIP and whether adding more would help with speeding concerns. Chief Foley shared that they are most effective when first placed in an area but become less effective over time as drivers get used to them. He added that it is difficult to determine how many are truly needed. Mayor Sutton asked about the \$500,000 projected for patrol vehicles. Chief Foley said the amount reflects expiring leases and the need to reset the vehicle replacement cycle.

Member Wagner asked about Water Tower 2 and whether the project remains on schedule. McCoy said attorneys and the hospital are still discussing land acquisition, after which planning can continue. Staff anticipate construction beginning next year. Sandvik added that bonding will be required for construction, which is an important consideration if the City avoids bonding in 2026, as the upcoming year would then be used primarily for planning. Mayor Sutton asked about the future of the existing downtown water tower. McCoy said that decision will be up to Council and the community.

Mayor Pro Tem Blackledge asked about previous crosswalk placement discussions and whether future street reconstruction projects would incorporate new crosswalks. McCoy said crosswalks are typically covered through small works funding or can be budgeted if they require a long lead time.

Member Greenberg asked about bonding and how deferring bonding to 2026 would impact the City. Sandvik said delaying bonding allows the levy to grow more gradually. He explained that removing projects from the CIP would slow progress and provide short-term relief, but longer term, some existing bonding and TIF commitments will age out and create room for new bonding. He added that staff sense that bonding in 2026 is not advisable based on Council direction in current budget discussions. However, completing the listed projects would require bonding in 2026, even though it may not be recommended at this time.

ADJOURNMENT

Mayor Pro Tem Blackledge adjourned the meeting at 6:59 PM.



TO: Mayor and City Council
PREPARED BY: Daaa Tahoun, Finance Director
APPROVED BY: Tim Sandvik, City Manager
DATE: November 18, 2025
RE: Approval of Credit Card Charges and Payment – September 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 September 2025 representing charges for the period August 11, 2025, through September 10, 2025, for expenses for City operations.

Recommendation:

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

Attachments:

1. Sep 2025 CC

INVOICE REGISTER FOR ROBBINSDALE
 EXP CHECK RUN DATES 09/24/2025 - 09/24/2025
 POSTED AND UNPOSTED OPEN AND PAID
 VENDOR CODES: CC VENDOR - - CHECK TYPE: EFT

Invoice Number Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Purchase Card Vendor: 100292 U. S. BANCORP							
09012025 00130767	US BANK REBATE US BANK REBATE 7400-7401-4852.00000	09/01/2025 Bjohnson18	09/24/2025	(1,094.14)	0.00	Paid	Y 09/01/2025
		INTEREST INCOME		(1,094.14)			
09012025 00130778	SAMS CLUB REFUND FROM SAMS CLUB 1000-1200-6214.00000	09/01/2025 JJONES	09/24/2025	(110.00)	0.00	Paid	Y 09/01/2025
		OPERATING SUPPLIES		(110.00)			
09012025 00130779	MENARDS KILLER/CABLE TIES 1000-1565-6214.00000	09/01/2025 JJONES	09/24/2025	126.11	0.00	Paid	Y 09/01/2025
		OPERATING SUPPLIES		126.11			
09012025 00130780	AMAZON DANGER TAPE 1000-1260-6214.00000	09/01/2025 JJONES	09/24/2025	58.99	0.00	Paid	Y 09/01/2025
		OPERATING SUPPLIES		58.99			
09012025 00130781	AMAZON GATORADE 1000-1260-6214.00000	09/01/2025 JJONES	09/24/2025	47.89	0.00	Paid	Y 09/01/2025
		OPERATING SUPPLIES		47.89			
09012025 00130782	CLARK COMPANIES RIVER ROCK 6200-6210-6266.00000 6000-6010-6266.00000	09/01/2025 JJONES	09/24/2025	2,598.00	0.00	Paid	Y 09/01/2025
		SAND, GRAVEL AND WOOD CHIPS		2,000.00			
		SAND, GRAVEL AND WOOD CHIPS		598.00			
09012025 00130783	AMAZON ACD BATTERY 7000-7005-6234.00000	09/01/2025 JJONES	09/24/2025	211.99	0.00	Paid	Y 09/01/2025
		EQUIPMENT PARTS & SUPPLIES		211.99			
09012025 00130784	AMAZON SOCKETS 7000-7010-6234.00000	09/01/2025 JJONES	09/24/2025	108.00	0.00	Paid	Y 09/01/2025
		EQUIPMENT PARTS & SUPPLIES		108.00			

INVOICE REGISTER FOR ROBBINSDALE
 EXP CHECK RUN DATES 09/24/2025 - 09/24/2025
 POSTED AND UNPOSTED OPEN AND PAID
 VENDOR CODES: CC VENDOR - - CHECK TYPE: EFT

Invoice Number Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Purchase Card Vendor: 100292 U. S. BANCORP							
09012025 00130785	HUMMER PARTS BRAKE ROTORS/PADS 7000-7010-6234.00000	09/01/2025 JJONES	09/24/2025	835.52	0.00	Paid	Y 09/01/2025
		EQUIPMENT PARTS & SUPPLIES		835.52			
09012025 00130786	AMAZON KATSY TOOLS 7000-7010-6234.00000	09/01/2025 JJONES	09/24/2025	38.98	0.00	Paid	Y 09/01/2025
		EQUIPMENT PARTS & SUPPLIES		38.98			
09012025 00130787	AMAZON TURF TIRES 7000-7010-6234.00000	09/01/2025 JJONES	09/24/2025	109.60	0.00	Paid	Y 09/01/2025
		EQUIPMENT PARTS & SUPPLIES		109.60			
09012025 00130788	AMAZON TIRE INFLATOR 7000-7010-6234.00000	09/01/2025 JJONES	09/24/2025	37.83	0.00	Paid	Y 09/01/2025
		EQUIPMENT PARTS & SUPPLIES		37.83			
09012025 00130789	AMAZON FUEL FILTER MAINTENANCE KIT 7000-7010-6234.00000	09/01/2025 JJONES	09/24/2025	99.95	0.00	Paid	Y 09/01/2025
		EQUIPMENT PARTS & SUPPLIES		99.95			
09012025 00130790	AMAZON OIL FILTER 7000-7010-6234.00000	09/01/2025 JJONES	09/24/2025	25.22	0.00	Paid	Y 09/01/2025
		EQUIPMENT PARTS & SUPPLIES		25.22			
09012025 00130791	AMAZON FILTERS/COVER CAP 7000-7010-6234.00000	09/01/2025 JJONES	09/24/2025	29.28	0.00	Paid	Y 09/01/2025
		EQUIPMENT PARTS & SUPPLIES		29.28			
09012025 00130792	AMAZON SUPPLIES 6700-6705-6214.00000	09/01/2025 JJONES	09/24/2025	15.97	0.00	Paid	Y 09/01/2025
		OPERATING SUPPLIES		15.97			

INVOICE REGISTER FOR ROBBINSDALE
 EXP CHECK RUN DATES 09/24/2025 - 09/24/2025
 POSTED AND UNPOSTED OPEN AND PAID
 VENDOR CODES: CC VENDOR - - CHECK TYPE: EFT

Invoice Number Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Purchase Card Vendor: 100292 U. S. BANCORP							
09012025 00130793	UPS SHIPPING 6700-6705-6378.00000	09/01/2025 JJONES POSTAGE & SHIPPING	09/24/2025	19.24 19.24	0.00	Paid	Y 09/01/2025
09012025 00130794	UPS SHIPPING 6700-6705-6378.00000	09/01/2025 JJONES POSTAGE & SHIPPING	09/24/2025	9.23 9.23	0.00	Paid	Y 09/01/2025
09012025 00130795	GFOA GFOA TRAINING - EMILY 1000-1050-6512.00000	09/01/2025 JJONES CONFERENCE & SCHOOLS	09/24/2025	20.00 20.00	0.00	Paid	Y 09/01/2025
09012025 00130796	GFOA GFOA TRAINING - EMILY 1000-1050-6512.00000	09/01/2025 JJONES CONFERENCE & SCHOOLS	09/24/2025	20.00 20.00	0.00	Paid	Y 09/01/2025
09012025 00130797	AMAZON PATROL EQUIPMENT 1000-1205-6234.00000	09/01/2025 JJONES EQUIPMENT PARTS & SUPPLIES	09/24/2025	40.93 40.93	0.00	Paid	Y 09/01/2025
09012025 00130798	AMAZON INVESTIGATOR EQUIPMENT 1000-1220-6234.00000	09/01/2025 JJONES EQUIPMENT PARTS & SUPPLIES	09/24/2025	80.94 80.94	0.00	Paid	Y 09/01/2025
09012025 00130799	FBI ACADEMY TRAINING 1000-1200-6512.00000	09/01/2025 JJONES CONFERENCE & SCHOOLS	09/24/2025	250.00 250.00	0.00	Paid	Y 09/01/2025
09012025 00130800	PLANNING APA - KIRTZ 1000-1005-6510.00000	09/01/2025 JJONES MEETING / TRAVEL EXPENSE	09/24/2025	452.15 452.15	0.00	Paid	Y 09/01/2025

INVOICE REGISTER FOR ROBBINSDALE
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 POSTED AND UNPOSTED OPEN AND PAID
 VENDOR CODES: CC VENDOR - - CHECK TYPE: EFT

Invoice Number Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Purchase Card Vendor: 100292 U. S. BANCORP							
09012025 00130801	APA MN CHAPTER MN SWAG - KIRTZ 1000-1030-6740.00000	09/01/2025 JJONES CONTINGENCY	09/24/2025	111.00 111.00	0.00	Paid	Y 09/01/2025
09012025 00130802	MNCPA MN CRIME PREV MNCPA - SABA 1000-1205-6512.00000	09/01/2025 JJONES CONFERENCE & SCHOOLS	09/24/2025	350.00 350.00	0.00	Paid	Y 09/01/2025
09012025 00130803	BCA DMT RECERT-FASCHING 1000-1205-6512.00000	09/01/2025 JJONES CONFERENCE & SCHOOLS	09/24/2025	75.00 75.00	0.00	Paid	Y 09/01/2025
09012025 00130804	BCA NARC INV/SEARCH WTS-PAULNOCK 1000-1205-6512.00000	09/01/2025 JJONES CONFERENCE & SCHOOLS	09/24/2025	600.00 600.00	0.00	Paid	Y 09/01/2025
09012025 00130805	WALGREENS AA BATTERIES FORRIFLES - SISK 1000-1205-6512.00000	09/01/2025 JJONES CONFERENCE & SCHOOLS	09/24/2025	9.21 9.21	0.00	Paid	Y 09/01/2025
09012025 00130818	ULI ULI MEMBERSHIP (NATIONAL) 1000-1100-6514.00000	09/01/2025 JJONES DUES & MEMBERSHIPS	09/24/2025	250.00 250.00	0.00	Paid	Y 09/01/2025
09012025 00130819	ULI ULI MEMBERS (MN COM DEV MRGS) 1000-1100-6514.00000	09/01/2025 JJONES DUES & MEMBERSHIPS	09/24/2025	264.00 264.00	0.00	Paid	Y 09/01/2025
09012025 00130820	SLUC CONF/TRAINING URBANK LAND INSTITUTE 1000-1100-6512.00000	09/01/2025 JJONES CONFERENCE & SCHOOLS	09/24/2025	58.00 58.00	0.00	Paid	Y 09/01/2025

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 EXP CHECK RUN DATES 09/24/2025 - 09/24/2025
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Invoice Number Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Purchase Card Vendor: 100292 U. S. BANCORP							
09012025 00130821	APA MN CONF/TRAINING APA FOR WILL BUCHEGER 1000-1100-6512.00000	09/01/2025 JJONES CONFERENCE & SCHOOLS	09/24/2025	576.53 576.53	0.00	Paid	Y 09/01/2025
09012025 00130822	HYVEE POPSICLES IN THE PARK POPSICLES 1000-1325-6214.00000	09/01/2025 JJONES OPERATING SUPPLIES	09/24/2025	5.00 5.00	0.00	Paid	Y 09/01/2025
09012025 00130823	SAMS CLUB LEISURE AGE SENIOR PROGRAM FOOD 1000-1335-6214.00000	09/01/2025 JJONES OPERATING SUPPLIES	09/24/2025	83.96 83.96	0.00	Paid	Y 09/01/2025
09012025 00130824	MN SHERIFFS ASSOCIATION DATA PRACTICE TRAINING 1000-1200-6512.00000	09/01/2025 JJONES CONFERENCE & SCHOOLS	09/24/2025	525.00 525.00	0.00	Paid	Y 09/01/2025
09012025 00130825	AMAZON DATA PRACTICE TRAINING 1000-1200-6234.00000	09/01/2025 JJONES EQUIPMENT PARTS & SUPPLIES	09/24/2025	109.98 109.98	0.00	Paid	Y 09/01/2025
09012025 00130826	GRAND CASINO HINCKLEY ROOM 49ERS TRAINING 1000-1600-6510.00000	09/01/2025 JJONES MEETING / TRAVEL EXPENSE	09/24/2025	610.92 610.92	0.00	Paid	Y 09/01/2025
09012025 00130827	AMAZON FILE ORGANIZER & CALCULATOR 7100-7105-6214.00000	09/01/2025 JJONES OPERATING SUPPLIES	09/24/2025	82.28 82.28	0.00	Paid	Y 09/01/2025
09012025 00130828	AMAZON INK PADS & CLEAR LUGGAGE TAGS - JOEL G 1000-1330-6214.00000	09/01/2025 JJONES OPERATING SUPPLIES	09/24/2025	47.94 47.94	0.00	Paid	Y 09/01/2025

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Invoice Number Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Purchase Card Vendor: 100292 U. S. BANCORP							
09012025 00130829	AMAZON NOTEBOOKS 7100-7105-6214.00000	09/01/2025 JJONES OPERATING SUPPLIES	09/24/2025	6.52 6.52	0.00	Paid	Y 09/01/2025
09012025 00130830	AMAZON MOUSEPADS - IT DEPT 7100-7110-6214.00000	09/01/2025 JJONES OPERATING SUPPLIES	09/24/2025	17.74 17.74	0.00	Paid	Y 09/01/2025
09012025 00130831	AMAZON OUTDOOR MOVIE SCREEN - MATT B. 1000-1325-6214.00000	09/01/2025 REC DEPT JJONES OPERATING SUPPLIES	09/24/2025	149.99 149.99	0.00	Paid	Y 09/01/2025
09012025 00130832	AMAZON CABLE FOR OUTDOOR MOVIE SCREEN - MATT B 1000-1325-6214.00000	09/01/2025 JJONES OPERATING SUPPLIES	09/24/2025	39.99 39.99	0.00	Paid	Y 09/01/2025
09012025 00130833	CRYSTAL CAR WASH CARWASHES - FIRE DEPT 7000-7010-6336.00000	09/01/2025 JJONES OTHER CONTRACTS	09/24/2025	84.00 84.00	0.00	Paid	Y 09/01/2025
09012025 00130834	CRYSTAL CARWASH CARWASHES - POLICE DEPT 7000-7010-6336.00000	09/01/2025 JJONES OTHER CONTRACTS	09/24/2025	852.00 852.00	0.00	Paid	Y 09/01/2025
09012025 00130835	HOLIDAY CAR WASH CARWASHERS #811 EXPLORER 7000-7010-6336.00000	09/01/2025 JJONES OTHER CONTRACTS	09/24/2025	16.50 16.50	0.00	Paid	Y 09/01/2025
09012025 00130836	AMAZON LARGE CLEAR PLASTIC BINS - REC / WILL C 6200-6212-6214.00000	09/01/2025 JJONES OPERATING SUPPLIES	09/24/2025	31.99 31.99	0.00	Paid	Y 09/01/2025

INVOICE REGISTER FOR ROBBINSDALE
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 VENDOR CODES: CC VENDOR - - CHECK TYPE: EFT

Invoice Number Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Purchase Card Vendor: 100292 U. S. BANCORP							
09012025 00130837	AMAZON CARNIVAL WHEEL/STRESS BALLS/PLASTIC GOLD JONES 6200-6212-6214.00000	09/01/2025 JJONES OPERATING SUPPLIES	09/24/2025	79.22 79.22	0.00	Paid	Y 09/01/2025
09012025 00130838	AMAZON 2026 CALENDARS - DONNA / PW 7100-7105-6214.00000	09/01/2025 JJONES OPERATING SUPPLIES	09/24/2025	19.78 19.78	0.00	Paid	Y 09/01/2025
09012025 00130839	AMAZON 2026 CALENDARS - DONNA / PW 7100-7105-6214.00000	09/01/2025 JJONES OPERATING SUPPLIES	09/24/2025	22.40 22.40	0.00	Paid	Y 09/01/2025
09012025 00130840	AMAZON TOOLS FOR WTP 6000-6010-6234.00000	09/01/2025 JJONES EQUIPMENT PARTS & SUPPLIES	09/24/2025	252.42 252.42	0.00	Paid	Y 09/01/2025
09012025 00130848	HOME DEPOT BOX FAN/TAPE 1000-1565-6214.00000	09/01/2025 JJONES OPERATING SUPPLIES	09/24/2025	199.26 199.26	0.00	Paid	Y 09/01/2025
09012025 00130849	MENARDS TIE DOWN / RATCHET 1000-1567-6214.00000	09/01/2025 JJONES OPERATING SUPPLIES	09/24/2025	95.96 95.96	0.00	Paid	Y 09/01/2025
09012025 00130850	MENARDS RIGHT ANGEL / WASP KILLER 1000-1565-6214.00000	09/01/2025 JJONES OPERATING SUPPLIES	09/24/2025	110.92 110.92	0.00	Paid	Y 09/01/2025
09012025 00130851	FLEET FARM MORTON SALT 6000-6020-6248.00000	09/01/2025 JJONES OTHER CHEMICAL SUPPLIES	09/24/2025	381.78 381.78	0.00	Paid	Y 09/01/2025

INVOICE REGISTER FOR ROBBINSDALE
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Invoice Number Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Purchase Card Vendor: 100292 U. S. BANCORP							
09012025 00130852	AMAZON FILTERS 7100-7115-6214.00000	09/01/2025 JJONES OPERATING SUPPLIES	09/24/2025	129.98 129.98	0.00	Paid	Y 09/01/2025
09012025 00130853	CERES MULCH MULCH 1000-1567-6266.00000	09/01/2025 JJONES SAND, GRAVEL AND WOOD CHIPS	09/24/2025	150.00 150.00	0.00	Paid	Y 09/01/2025
09012025 00130854	CERES MULCH MULCH 1000-1567-6266.00000	09/01/2025 JJONES SAND, GRAVEL AND WOOD CHIPS	09/24/2025	150.00 150.00	0.00	Paid	Y 09/01/2025
09012025 00130855	GRAND CASINO HINCKLEY HOTEL-SCAREY 1000-1500-6510.00000	09/01/2025 JJONES MEETING / TRAVEL EXPENSE	09/24/2025	523.00 523.00	0.00	Paid	Y 09/01/2025
09012025 00130856	ISA TREE BIOLOGY REFERENCE BOOK 1000-1370-6512.00000	09/01/2025 JJONES CONFERENCE & SCHOOLS	09/24/2025	69.17 69.17	0.00	Paid	Y 09/01/2025
09012025 00130857	HILTON GARDEN INN HILTON GARDENS-CHICAGO (RICHARD AT PWX) 1000-1400-6510.00000	09/01/2025 JJONES MEETING / TRAVEL EXPENSE	09/24/2025	1,154.82 1,154.82	0.00	Paid	Y 09/01/2025
09012025 00130858	MN SOC ARBORICULTURE MSA CONFERENCE -STEPHAN 1000-1370-6512.00000	09/01/2025 JJONES CONFERENCE & SCHOOLS	09/24/2025	160.00 160.00	0.00	Paid	Y 09/01/2025
09012025 00130859	MN POLLUTION CONTROL AGENCY TREATMENT FACILITY & COLLECTION SYSTEM O 1000-1500-6512.00000	09/01/2025 JJONES CONFERENCE & SCHOOLS	09/24/2025	597.58 597.58	0.00	Paid	Y 09/01/2025

INVOICE REGISTER FOR ROBBINSDALE
 EXP CHECK RUN DATES 09/24/2025 - 09/24/2025
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Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Purchase Card Vendor: 100292 U. S. BANCORP							
0901 00130860	MN RURAL WATER LINE TRACING COURSER - NAUER 6000-6005-6512.00000	09/01/2025 JJONES CONFERENCE & SCHOOLS	09/24/2025	150.00 150.00	0.00	Paid	Y 09/01/2025
09012025 00130861	MN RURAL WATER REPAIR COURSE - NAUER 6000-6005-6512.00000	09/01/2025 JJONES CONFERENCE & SCHOOLS	09/24/2025	150.00 150.00	0.00	Paid	Y 09/01/2025
09012025 00130888	STICKERAPP ANNAPOLIS MD APA HOTEL - KIRTZ / PLANNING - HOTEL 1000-1005-6510.00000	09/01/2025 Bjohnson18 MEETING / TRAVEL EXPENSE	09/24/2025	121.00 121.00	0.00	Paid	Y 09/01/2025
Total Purchasing Card Vendor 100292:							
Total Purchase Card Vendor: 100292 U. S. BANCORP				13,506.52	0.00		

# of Invoices:	65	# Due: 0	Totals:	14,710.66	0.00
# of Credit Memos:	2	# Due: 0	Totals:	(1,204.14)	0.00
Net of Invoices and Credit Memos:				13,506.52	0.00

--- TOTALS BY PAYMENT CARD ACCOUNT ---

0084	252.42
0337	40.00
1331	88.96
1355	610.92
1568	563.15
2743	371.87
3103	232.99
4364	634.98
5111	44.44
5319	1,148.53
6348	1,383.99
6658	1,034.21
6719	(110.00)
6932	1,284.38
8046	2,809.99
8424	1,740.90
8510	1,450.35
8722	897.58

INVOICE REGISTER FOR ROBBINSDALE
 EXP CHECK RUN DATES 09/24/2025 - 09/24/2025
 POSTED AND UNPOSTED OPEN AND PAID
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Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
	none			(1,094.14)			
--- TOTALS BY FUND ---							
	1000 GENERAL FUND			8,185.24	0.00		
	6000 WATER			1,532.20	0.00		
	6200 STORM SEWER			2,111.21	0.00		
	6700 DEPUTY REGISTRAR			44.44	0.00		
	7000 CENTRAL GARAGE			2,448.87	0.00		
	7100 CENTRAL SERVICES			278.70	0.00		
	7400 BENEFIT ACCRUAL			(1,094.14)	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	1005 LEGISLATIVE			573.15	0.00		
	1030 ADMINISTRATIVE SERVICES			111.00	0.00		
	1050 FINANCIAL SERVICES			40.00	0.00		
	1100 PLANNING & ZONING			1,148.53	0.00		
	1200 POLICE SUPPORT SERVICES			774.98	0.00		
	1205 PATROL SERVICES			1,075.14	0.00		
	1220 INVESTIGATIONS / SPECIAL SVCS			80.94	0.00		
	1260 FIRE PREVENTION / SUPPRESSION			106.88	0.00		
	1325 GENERAL PROGRAMS			194.98	0.00		
	1330 YOUTH - CHILDREN PROGRAMS			47.94	0.00		
	1335 SENIOR PROGRAMS			83.96	0.00		
	1370 FORESTRY			229.17	0.00		
	1400 ENGINEERING SERVICES			1,154.82	0.00		
	1500 PARKS ADMINISTRATION			1,120.58	0.00		
	1565 PARKS FACILITY MAINTENANCE			436.29	0.00		
	1567 PARKS EQUIPMENT MAINTENANCE			395.96	0.00		
	1600 STREETS ADMINISTRATION			610.92	0.00		
	6005 WATER UTILITY ADMINISTRATION			300.00	0.00		
	6010 WATER UTILITY DISTRIBUTION SYS			850.42	0.00		
	6020 WATER UTILITY WELL & PLANT MAI			381.78	0.00		
	6210 STORM SEWER MAINTENANCE			2,000.00	0.00		
	6212 STORM SEWER FLOCCULATION PLANT			111.21	0.00		
	6705 LICENSE CENTER OPERATIONS			44.44	0.00		
	7005 CG BUILDING OPERATIONS			211.99	0.00		
	7010 CG VEHICLE MAINTENANCE			2,236.88	0.00		
	7105 CS GENERAL OFFICE			130.98	0.00		
	7110 CS INFORMATION TECHNOLOGY			17.74	0.00		
	7115 CS GOVERNMENT BUILDINGS			129.98	0.00		
	7401 BENEFIT ACCRUAL REVENUE			(1,094.14)	0.00		



TO: Mayor and City Council
PREPARED BY: Kayla Kirtz, Sustainability Coordinator
APPROVED BY: Tim Sandvik, City Manager
DATE: November 18, 2025
RE: A Resolution Authorizing the City of Robbinsdale to Participate in the Gold Leaf Challenge Program

Background:

The Robbinsdale Sustainability Committee presented an annual update to the Robbinsdale City Council on Tuesday, October 7th, 2025. This presentation included a set of formal recommendations, including that the City pursue involvement in the Gold Leaf Challenge Program. The Minnesota Gold Leaf Challenge is a voluntary challenge, assistance, and recognition program that focuses on pathways for communities to take local climate action. Participants of the Gold Leaf Challenge will be recognized as they complete any NEW actions from 44 high-priority, high-impact climate actions under the categories of: climate mitigation, climate planning, climate adaptation, and community connectedness for Minnesota's changing climate.

Members of the City Council voiced support for staff to further pursue the Gold Leaf Challenge. Staff are now seeking formal approval, by resolution, for the City of Robbinsdale to participate in the Gold Leaf Challenge Program, enabling the City of Robbinsdale to continue taking climate action by following a roadmap of actions designed by the state of Minnesota and receiving annual recognition for these completed actions.

Analysis:

Recommendation:

Motion to adopt the resolution authorizing the City of Robbinsdale to participate in the Gold Leaf Challenge Program.

Attachments:

1. Resolution

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 18th day of November 2025.

RESOLUTION NO.

**A RESOLUTION AUTHORIZING THE CITY OF ROBBINSDALE TO PARTICIPATE
IN THE GOLD LEAF CHALLENGE PROGRAM**

WHEREAS, the Minnesota Gold Leaf Challenge is a voluntary challenge, assistance, and recognition program that focuses on pathways for communities to take local climate action in partnership with the Minnesota GreenStep program. Participants of the Gold Leaf Challenge will be recognized as they complete any NEW actions from 44 high-priority, high-impact climate actions under the categories of: climate mitigation, climate planning, climate adaptation, and community connectedness for Minnesota’s changing climate. Additional recognition for achieving individual community and state goals is awarded with ‘gold leaves.’

WHEREAS, Minnesota GreenStep Cities is a voluntary challenge, assistance and recognition program to help cities achieve their sustainability and quality-of-life goals. GreenStep is a free, continuous improvement program, managed by a State agency-non-profit partnership, and based upon 29 best practices. Each best practice can be implemented by completing one or more actions at a 1, 2 or 3-star level, from a list of four to eight actions. These actions are tailored to all Minnesota cities, focus on cost savings and energy use reduction, and encourage civic innovation; and

WHEREAS, steps taken toward sustainable solutions aim to improve community quality of life, building community capital and increasing government efficiency, accountability and transparency; and

WHEREAS, communities have the unique opportunity to achieve both energy use and greenhouse gas reductions and cost savings through building and facilities management; land use and transportation planning; environmental management; and through economic and community development; and

WHEREAS, efforts to address energy and climate issues provide an opportunity to move toward energy self-reliance and greater community resiliency and quality of life; provide environmentally healthy and cheaper-to-operate public buildings; encourage new economic development and local jobs; and support local food and renewable energy production; and

WHEREAS, the Robbinsdale City Council has declared sustainability and environmental action a priority goal for the year 2025; and

WHEREAS, climate changes have been observed in Minnesota and have the potential to negatively impact local, tribal, regional and state economies; infrastructure development; habitat; ecological communities, including native fish and wildlife populations; spread invasive species and exotic diseases; reduce drinking water supplies and recreational opportunities; and pose flooding, drought and health threats to our residents; and

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Robbinsdale, Minnesota does hereby authorize the City of Robbinsdale to participate in the Gold Leaf Challenge program of the Minnesota GreenStep program that offers a free, voluntary continuous improvement local climate action framework. Be it further resolved that the City:

1. Appoints the Sustainability Coordinator to serve as the Gold Leaf Challenge coordinator for best practice documentation/implementation; and
2. Will facilitate the involvement of the Sustainability Committee, community members, and other units of government as appropriate in the planning, promoting and/or implementing of Gold Leaf best practices.

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

And the following voted against the same:

WHEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED THIS 18th DAY OF NOVEMBER 2025.

Bradley Sutton, Mayor

ATTEST:

Chase Peterson-Etem, Assistant City Manager

Native American Heritage Month Proclamation

WHEREAS, since 1990, the month of November has been federally designated as National Native American Heritage Month to recognize the rich history, vibrant cultures, enduring traditions, and profound contributions of Native Americans; and

WHEREAS, the State of Minnesota, and the land upon which the City of Robbinsdale now stands, is the ancestral and contemporary home of the Dakota and Anishinaabe (Ojibwe) peoples, who have stewarded this land for generations; and

WHEREAS, Native American communities have demonstrated extraordinary resilience and determination in the face of historical adversity, continuing to preserve their unique languages, customs, and spiritual beliefs; and

WHEREAS, the contributions of Native Americans have significantly enriched every aspect of our community and nation, including in the fields of environmental stewardship, arts and humanities, public service, science, medicine, and military service; and

WHEREAS, the City of Robbinsdale is committed to fostering a climate of understanding, respect, and mutual partnership with Native American people, their governments, and their communities; and

WHEREAS, Native American Heritage Month provides an important opportunity for all residents of Robbinsdale to learn about, reflect upon, and celebrate the diverse heritages, histories, and achievements of Native Americans, both locally and nationally.

NOW, THEREFORE BE IT RESOLVED, that the City Council hereby declares November 2025, to be Native American 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 18th day of November 2025.

Bradley Sutton, Mayor





TO: Mayor and City Council
PREPARED BY: Tim Sandvik, City Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: November 18, 2025
RE: Public Hearing on Liquor Store Operations

Background:

Under Minnesota State Statute, a Liquor Store posting a net loss in two of three consecutive years, must host a Public Hearing to consider future operations.

Analysis:

Specifically, MN Stat 340A.602 states:

In any city in which the report of the operations of a municipal liquor store has shown a net loss prior to interfund transfer and without regard to costs related to pension obligations of store employees, as required by Statement 68 of the Governmental Accounting Standards Board, in any two of three consecutive years, the city council shall, not more than 45 days prior to the end of the fiscal year following the three-year period, hold a public hearing on the question of whether the city shall continue to operate a municipal liquor store. Two weeks' notice, written in clear and easily understandable language, of the hearing must be printed in the city's official newspaper. Following the hearing the city council may on its own motion or shall upon petition of five percent or more of the registered voters of the city, submit to the voters at a general or special municipal election the question of whether the city shall continue or discontinue municipal liquor store operations by a date which the city council shall designate. The date designated by the city council must not be more than 30 months following the date of the election. The form of the question shall be: "Shall the city of (name) discontinue operating the municipal liquor store on (Month xx, 2xxx)?"

Staff have shared updates with Council over the past few years during budget conversations, Annual Audit reviews, and direct conversations with the Liquor store manager (most recently, at the November 12, 2025 Work Session) to share this conversation would be coming. Proper posting for a November 18, 2025 Public Hearing has been printed by the Sun Post.

At a high level, the municipal liquor store operations have been so successful, that an annual transfer out (traditionally to the Parks fund and towards Public Safety) in amounts of up to \$200,000. Operations were successful to the point, that the Liquor store fund balance eclipsed \$700,000. During covid, more persons were purchasing beverages for home consumption, but by 2021, market forces adjusted. As less product was purchased off-sale (due to a generalized lesser consumption, and more people dining out), we also saw the job market demand higher wages. The chart below shows a minimal change in net revenue, but costs continue to climb. Note, Operating Income (Loss) includes the transfer out for that year.

	TOTAL NET REVENUE	OPERATING INCOME (LOSS)	FUND BALANCE	TRANSFER OUT (Parks)	TRANSFER OUT (Public Safety)
2020	\$3,927,041.42	\$4,022.05	\$729,765.33	\$150,000.00	\$50,000
2021	\$4,174,415.71	-\$ (54,749.89)	\$668,905.67	\$150,000.00	\$50,000
2022	\$4,208,176.74	-\$ (252,093.57)	\$416,812.10	\$150,000.00	\$50,000
2023	\$4,298,735.15	-\$ (239,451.22)	\$177,360.88	\$150,000.00	\$50,000
2024	\$4,263,061.13	-\$ (43,672.96)	\$133,687.92	\$25,000.00	\$0

While adjustments began in 2024, significant changes in 2025 have included:

- Realignment of staff, including position elimination
- Continued work to explore the lower potency hemp market
- Loyalty point program is being finalized with the goal of implementation by year-end
- Continued expertise to understand trends in beer, wine, and liquor
- Increased promotion, including through City communication channels and CCX
- Continued exploration with groups like DoorDash to increase sales

Note, the Council accepted the Robbinsdale Wine and Spirits statement (through September 30th, 2025) on November 4, 2025 (attached). This shows an Income (Loss) of \$49,999 compared to \$(32,931) at the same time in 2024.

Staff will provide an update on the aforementioned items, and make recommendation that Council hold the Public Hearing on November 18, 2025, and ultimately take no action.

Recommendation:

Staff recommends holding the public hearing, and taking no formal action following, unless a qualifying petition is presented.

Attachments:

1. Liquor Sep 2025 P&L

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

			<u>Year to Date</u>		Amt Difference	% Inc (Dec) from Previous Year
	<u>Sep-2025</u>	<u>Sep-2024</u>	<u>2025</u>	<u>2024</u>		
Sales	337,428	352,687	3,037,459	3,152,977	(115,518)	(3.7%)
Less Customer Discounts	<u>3,275</u>	<u>3,211</u>	<u>27,207</u>	<u>29,195</u>	<u>(1,988)</u>	<u>(6.8%)</u>
Net Sales	<u>334,153</u>	<u>349,476</u>	<u>3,010,252</u>	<u>3,123,782</u>	<u>(113,530)</u>	<u>(3.6%)</u>
Cost of Sales	<u>236,321</u>	<u>248,745</u>	<u>2,111,519</u>	<u>2,235,774</u>	<u>(124,255)</u>	<u>(5.6%)</u>
Gross Profit	97,832	100,731	898,733	888,008	10,725	1.2%
Percent to Net Sales	29%	29%	30%	28%		
Operating Expenses:						
Personal Services	47,781	56,380	468,506	518,688	(50,182)	(9.7%)
Supplies & Repairs	1,942	1,923	12,367	16,075	(3,708)	(23.1%)
Other Charges & Services	26,679	24,420	221,076	229,485	(8,409)	(3.7%)
Depreciation	11,250	12,337	101,250	111,033	(9,783)	(8.8%)
Other (Income) Expense	61	116	355	(362)	717	(198.1%)
Total	<u>87,713</u>	<u>95,176</u>	<u>803,554</u>	<u>874,919</u>	<u>(71,365)</u>	<u>(8.2%)</u>
Operating Income / (Loss)	<u>10,119</u>	<u>5,555</u>	<u>95,179</u>	<u>13,089</u>	<u>82,090</u>	<u>627.2%</u>
	3%	2%	3%	0%	-72%	

Nonoperating Revenues (Expenses)

GASB 87 Adjustment					
Lease Interest Expense	<u>(5,020)</u>	<u>(5,020)</u>	<u>(45,180)</u>	<u>(46,020)</u>	<u>840</u>
	<u>(5,020)</u>	<u>(5,020)</u>	<u>(45,180)</u>	<u>(46,020)</u>	<u>840</u>
Income/(Loss) Before Transfers	<u>5,099</u>	<u>535</u>	<u>49,999</u>	<u>(32,931)</u>	<u>82,930</u>

	<u>Current Month Analysis</u>					<u>Totals</u>
	<u>Liquor</u>	<u>Wine</u>	<u>Beer</u>	<u>Misc</u>	<u>THC</u>	
Sales	134,922	47,286	131,109	9,142	11,694	334,153
Inventory of Sept 1	300,741	160,175	87,329	10,061	11,634	569,940
Purchases	98,887	31,920	106,889	5,834	9,828	253,358
Less Inventory of Sept 30	308,125	161,013	94,096	9,846	13,897	586,977
Cost of Sales	<u>91,503</u>	<u>31,082</u>	<u>100,122</u>	<u>6,049</u>	<u>7,565</u>	<u>236,321</u>
Gross Profit	<u>43,419</u>	<u>16,204</u>	<u>30,987</u>	<u>3,093</u>	<u>4,129</u>	<u>97,832</u>
Gross Profit % to Net Sales	32%	34%	24%	34%	35%	
Product % to Total Sales	40%	14%	39%	3%	3%	

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

Sales / Cost of Sales Analysis

	Sep-2025	Sep-2024	Year to Date		% Inc (Dec)
			2025	2024	Year
Liquor Sales	134,922	142,362	1,253,682	1,297,179	(3.4%)
Liquor Cost of Sales	91,503	99,060	847,918	903,090	(6.1%)
Gross Profit	<u>43,419</u>	<u>43,302</u>	<u>405,764</u>	<u>394,089</u>	<u>3.0%</u>
Percent to Net Sales	32%	30%	32%	30%	
Wine Sales	47,286	55,081	434,904	494,917	(12.1%)
Wine Cost of Sales	31,082	36,437	272,249	330,051	(17.5%)
Gross Profit	<u>16,204</u>	<u>18,644</u>	<u>162,655</u>	<u>164,866</u>	<u>(1.3%)</u>
Percent to Net Sales	34%	34%	37%	33%	
Beer Sales	131,109	134,467	1,146,652	1,181,287	(2.9%)
Beer Cost of Sales	100,122	101,827	875,878	900,858	(2.8%)
Gross Profit	<u>30,987</u>	<u>32,640</u>	<u>270,774</u>	<u>280,429</u>	<u>(3.4%)</u>
Percent to Net Sales	24%	24%	24%	24%	
Misc Sales	9,142	9,799	79,762	86,962	(8.3%)
Misc Cost of Sales	6,049	6,857	55,104	61,411	(10.3%)
Gross Profit	<u>3,093</u>	<u>2,942</u>	<u>24,658</u>	<u>25,551</u>	<u>(3.5%)</u>
Percent to Net Sales	34%	30%	31%	29%	
THC Sales	11,694	7,767	95,252	63,436	50.2%
THC Cost of Sales	7,565	4,564	60,370	40,363	49.6%
Gross Profit	<u>4,129</u>	<u>3,203</u>	<u>34,882</u>	<u>23,073</u>	<u>51.2%</u>
Percent to Net Sales	35%	41%	37%	36%	
Total Sales	334,153	349,476	3,010,252	3,123,781	(3.6%)
Total Cost of Sales	236,321	248,745	2,111,519	2,235,773	(5.6%)
Gross Profit	<u>97,832</u>	<u>100,731</u>	<u>898,733</u>	<u>888,008</u>	<u>1.2%</u>
Percent to Net Sales	29%	29%	30%	28%	

TO: Mayor and City Council
PREPARED BY: Chase Peterson-Etem, Assistant City Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: November 18, 2025
RE: First Reading of an Ordinance Amending the Fee Schedule

Background:

City Code often references "Appendix B", which lists all fees for licenses, permits, and various other City Services. Updates to Appendix B are required to be made by Ordinance.

Analysis:

Staff recommends making the changes as outlined below to be implemented in January 2026. Further details of these changes can be seen in the attached documents. The first attachment is the Ordinance and the second attachment is the full Fee Schedule, which shows changes being recommended with a strike through and red text.

Recreation

- Building Rentals increase to \$35 an hour, Reduce Deposits from \$500 to \$250
- Remove Deposit for liquor permit
- Remove rentals for tennis courts, horseshoes, ice rinks, RMS fields, lights, and Fitness Center

DPS

- Update Passport Photo Fee from \$18 to \$20

Engineering

- Increases to Speed Bump Signs, Speed Bump Administrative fees, Maps (Aerials, etc...), Sewer Maintenance (405.07), Crane (405.21), Street Excavations, Curb Cuts, Water Meters, Tailpieces, Horn, MXU, Resident request sign, Tree Trimming, Street Light Knockdown Fees, and Equipment/Personnel per hour fees.
- Addition of Excavator Contractors License and Telecommunications Facilities and Equipment (715.03)

Community Development

- Updating Attachments A - D to consider full update to fees for services administered by the Building Official (see attachment).

Recommendation:

Motion to hold the first reading of Ordinance No. 25-XX "An Ordinance Amending Various Sections of the Robbinsdale Fee Schedule."

Attachments:

1. Draft Ordinance
2. DRAFT - FEE SCHEDULE

Member _____ moved and Member _____ seconded a motion that the following ordinance, which was given its first reading on November 18, 2025, be given its second reading on this ___ day of December 2025, and that it be adopted.

ORDINANCE NO. 25-

AN ORDINANCE AMENDING VARIOUS SECTIONS OF THE ROBBINSDALE FEE SCHEDULE

THE CITY COUNCIL OF THE CITY OF ROBBINSDALE DOES ORDAIN THAT:

- 1) That Appendix B of Robbinsdale Ordinance Code and General Fee Schedule be amended as shown in attachment 1 with strike through removing text and added text in red, and described hereafter:

Updating Attachments A – D to consider full update to fees for services administered by the Designated Building Official

Miscellaneous fees

- US Passport Photo Prints increase to \$20

Fees Established under Separate Resolutions

- Speed Bump Signs increase to \$200
- Speed Bump Administration Fee increase to \$100

Maps

- Aerials
 - 34x46 increase to \$45
 - 21x27 increase to \$40
 - 18x24 increase to \$35
- Others
 - 24x36 standard plan increase to \$25
 - 34x46 lg address/zoning increase to \$40
 - 21x27 sm address/zoning increase to \$35
 - 18x24 address increase to 30
- Shipping for any of the above maps increase to \$10

Building, Housing and Construction Regulations – Chapter IV

- Sewer Maintenance increase to \$75
- Crane increase to \$75
- Parking Ramp increased to \$150
- Add Excavator with fee of \$75
- Add Demolition Contractor with fee of \$75
- Add Driveway Cement/Bituminous Contractor with fee of \$75
- Add Telecommunications Facilities and Equipment with a fee of \$400 for the 1st 100 feet then \$1.00 per foot thereafter

Streets, Alleys and Public Ways – Chapter VIII

- Street Excavations
 - Utility company increase to \$50
 - All other increase to \$125

Public Works/Public Utilities Misc.

- Water Meter increase to \$185
- Tailpieces increase to \$30
- Horn increase to \$130
- MXU increase to \$200
- Resident Requested Sign increased to \$400 new, and \$50+ cost per sign for replacement
- Median Tree with Diameter <3” increase to \$1,200
- Median Tree with Diameter >3” increase to \$1,400
- Boulevard Tree with Diameter <3" increase to \$1,100
- Boulevard Tree with Diameter >3” increase to \$1,200
- Park or Right-of-Way Tree, all sizes increase to \$600
- LUMEC Light increase to \$7,500
- HOLOPHANE Light (Single Luminaire) increase to \$6,500
- HOLOPHANE Light (Double Luminaire) increase to \$7,600
- ACUITY Light (25’ pole) increase to \$5,300
- ACUITY Light (Noble – 25” pole + banner) increase to \$5,500
- ACUITY Light (CR9 – 40’ pole) increase to \$ 7,400
- Equipment & Personnel – Per Hour
 - Lawn mower increase to \$40
 - Pickup truck, Van increased to \$35
 - Utility trailer, Roller & trailer, Paint Striper, Compressor truck increase to \$40
 - Dump truck, Water Wagon increase to \$50
 - Backhoe, Loader, Sweeper, Grader increase to \$75
 - Vactor increase to \$225

Park, Community Gyms and Fitness Center Facilities

- Remove language for 50% reduction in fee for local associations to use turf fields
- Shelter Building
 - Hour rate increase to \$35
 - Clean up/Damage Deposit reduction for Local Youth Associations remove fee
- Beer/Wine permit with Picnic reservation reduction for Local Youth Associations remove fee
- Remove Tennis/Horseshoe Courts
- Remove Ice Rinks remove
- Remove Lights
- Remove Fitness Center

Business and Trade Regulations

- Add Adult Use Cannabis Business – 1165 Start-Up Fee of \$500, Renewal Fee of \$1,000
- Add Adult Use Lower Potency Hemp (LPHE) Product Retail – 1165 Fee of \$125

- 2) The following summary clearly informs the public of the intent and effect of the ordinance and is approved for publication: “The purpose of this ordinance is to update current City fees.”

First Reading: YEAS:
NAYS:

Second Reading: YEAS:
NAYS:

PASSED AND ADOPTED BY THE CITY COUNCIL ON THIS ____ DAY OF December 2025.

Bradley Sutton, Mayor

Attest:

Chase Peterson-Etem, City Clerk

Robbinsdale

**APPENDIX B
ROBBINSDALE ORDINANCE CODE
AND GENERAL FEE SCHEDULE**

Updated 05 - 06 - 2025

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 ROBBINSDALE ORDINANCE CODE
 AND GENERAL FEE SCHEDULE

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Attachment A: FEES FOR SERVICES ADMINISTERED BY THE DESIGNATED BUILDING OFFICIAL

~~Attachment A: DEMOLITION AND MOVING PERMIT FEES-~~

~~Attachment B: PLUMBING PERMIT FEE SCHEDULE-~~

~~Attachment C: PLUMBING PERMIT FEE SCHEDULE-~~

~~Attachment D: MECHANICAL PERMIT FEE SCHEDULE~~

Attachment **B**E: SIGN FEES

Attachment **C**F: PARK FACILITIES/EQUIPMENT FEES

Attachment **D**G: CONDUIT DEBT ISSUANCE FEE SCHEDULE

Attachment **E**H: RENTAL LICENSE INSPECTION FEES

Attachment **F**I: SCHEDULE OF OFFENSES AND FEES ADMINISTRATIVE PENALTY SYSTEM

Attachment **G**J: EV CHARGING

¹ Fees listed are local only. State and/or County fees may also apply.

APPENDIX B
FEE SCHEDULE

Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee
MISCELLANEOUS FEES				
Special Assessment Searches	Fee	Eng & Assessor		\$25/search
Special Assessment Self Search	Fee	Assessor		\$10/visit
City Ordinance Code (updating not included)	Fee	Administration		\$150
City Zoning Ordinance Code (updating not included)	Fee	Administration		\$100
City Charter (updating not included)	Fee	Administration		\$50
Budget Book - Annual	Fee	Finance		\$75
Financial Statements - Annual	Fee	Finance		\$75
Comprehensive Plan (updating not included)	Fee	Administration		\$75
Copies of Miscellaneous Information	Fee	All		\$0.25 Per page
Council Meeting Minutes - mailed – Non-Resident Only	Fee	Administration		\$25/year or \$0.25 Per page + Postage
Notary	Fee	All		\$5.00 per oath; Limited to 2 per occasion (Effective 8-1-14)
Owners List – name & address only (paper copy)	Fee	Assessor		\$100 entire city or \$0.25 Per page
Owners List - property characteristics (paper & electronic)	Fee	Assessor		\$45 per hour for research
Property Record card – except personal residence	Fee	Assessor		\$2/record card to maximum of 5
Abatement – administrative oversight	Fee	Assessor		\$25
Returned Check	Fee	Finance		\$50 each
Filing of Various Instruments	Fee	Administration		None
Administrative Charge for Special Assessments	Fee	Administration		\$75 each
Abatement of Nuisance/Problem Property	Fee	All		\$50 + actual city costs recovered \$50 per visit to property by Inspector prior to and follow-up on Abatement
Conduit Debt Issuance	Fee	Finance		See Attachment G
Road Closure Permit for Construction/Maintenance	Fee	Eng		\$100 Single Lane Closure \$200 Full Road Closure
US Passport Photo Prints	Fee	Finance		\$20 \$18 per set of two passport photos

APPENDIX B
FEE SCHEDULE

Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee
FEES ESTABLISHED UNDER SEPARATE RESOLUTIONS				
Water Utility Surcharge – per dwelling unit				Separate Resolution
Water Utility Rate - per 1000 gallons				Separate Resolution
Sanitary Sewer Surcharge - per dwelling unit				Separate Resolution
Sanitary Sewer Rate – per 1000 gallons				Separate Resolution
Storm Water – per acre				Separate Resolution
Street Lighting – mid block				Separate Resolution
Garbage				(See Public Health) Separate Resolution
Speed Bumps (Resolution 6340)				\$200 per bump site.
Speed Bump Signs				\$200 \$150 per sign – 2 signs required per block
Speed Bump Administration Fee				\$100 \$50
Tree Removal – Administration fee – requested oversight				\$75.00
Tree Removal –Administration fee - forced removal				150.00
Candidate Filing Fee – City Charter Amendment 38	Fee			\$30
MAPS				
Aerials:	Fee	Engineering		\$45 \$35 - 34”x46” 1”=300’ \$40 \$30 - 21”x27” 1” = 500’ \$35 \$25 - 18”x24” 1”=600’
Others:	Fee	Engineering		\$25 \$15 - 24”x36” standard plan (photo copy) \$40 \$30 - 34”x46” lg address/zoning 1”=300’ \$35 \$25 - 21”x27” sm address/zoning 1”=500’ \$30 \$20 - 18”x24” address 1”=600’
Shipping for any of the above maps	Fee	Engineering		\$10 \$5

FEE SCHEDULE

GENERAL PROVISIONS – CHAPTER I				
Administrative Penalties – 117	Fee	Code Enforcement	Per occurrence	See Attachment I
Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee
BUILDING, HOUSING AND CONSTRUCTION REGULATIONS – CHAPTER IV				
Demolition & Moving – 400.05	Permit	Building Insp.		See Attachment A
Plumbing – 400.05	Permit	Building Insp.		See Attachment B
Fire Suppression – 400.05	Permit	Building Insp.		See Attachment C
General, Building – 400.05	Permit	Building Insp.		See Attachment C
Plan Review	Permit	Building Insp.		See Attachment C
License Verification (surcharge)	Permit	Building Insp.		See Attachment C
Excavations & other activities in the right of way – 405.19	Permit	Building Insp.		See Attachment C
Mechanical	Permit	Building Insp.		See Attachment D
<u>Fees for Services Administered by the designated Building official</u>	<u>Permits and fees</u>	<u>Building Ins.</u>		<u>See attachment A</u>
Signs – 410.25	Permit	Building Insp.		See Attachment B E
Off-Site Directional Signs – 410.05 & 841	License	Administration & Engineering	12/31	\$240/sign initial fee \$40/sign/face plus sign replacement costs, if any, annually
Sewer Maintenance – 405.07	License	Engineering	12/31	\$75 \$50
Crane – 405.21	License	Engineering	12/31	\$75 \$50
Parking Ramp – 415.05	Certificate	Engineering	6/30	\$150 \$100
Late Fee for Parking Ramp Renewal Submitted after 6/30	Fee	Engineering		\$100
Inspection of Rental Dwellings – 425.31	License	Code Enforcement	12/31 Biannually	See Attachment H
Re-inspection of Rental Dwellings – 425.31	License	Code Enforcement		See Attachment H
<u>Excavator 405.09</u>	<u>License</u>	<u>Engineering</u>	<u>12/31</u>	<u>\$75</u>
<u>Demolition contractor 405.09</u>	<u>License</u>	<u>Engineering</u>	<u>12/31</u>	<u>\$75</u>
<u>Driveway Cement/Bituminous Contractor 405.15</u>	<u>License</u>	<u>Engineering</u>	<u>12/31</u>	<u>\$75</u>
<u>Telecommunications Facilities and Equipment 715.03</u>	<u>Permit</u>	<u>Engineering</u>		<u>\$400 for the 1st 100 feet then \$1.00 per foot thereafter</u>

FEE SCHEDULE

Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee
PLANNING AND LAND USE REGULATIONS – CHAPTER V				
Lot split – 500.13	Fee	Community Development	Per Project	\$200
Sketch Plats – 500.15	Fee	Community Development	Per Project	\$100
Preliminary Plats – 500.17	Fee	Community Development	Per Project	\$200+\$100/lot *
Final Plat – 500.19	Fee	Community Development	Per Project	\$150 *
Subdivision Variance Application – 500.39	Fee	Community Development	Per Project	\$200 *
Initiation of Amendment to Subdivision Regulations – 500.47	Fee	Community Development	Per Project	\$500 *
Initiate Amendment to City of Zoning Code	Fee	Community Development	Request	\$500 *
Use Permit – 535.11, Subd. 1	Fee	Community Development	Per Project	\$85 + time & materials \$100 + additional expenses incurred \$25 Sign permits requiring Council approval
Conditional Use Permit – 535.15, Subd. 1(a)	Fee	Community Development	Per Project	\$250 * Plus Filing Fee
Conditional Use Permit – 515.05, 515.07, 520.03, 521.01,521.03	Fee	Community Development	Per Project	\$750 + \$250 per acre
Zoning Amendments – 535.15, Subd. 1(a)	Fee	Community Development	Per Project	\$500
Zoning Variances and Appeals – 535.15, Subd. 1(a)	Fee	Community Development	Per Project	\$200 * Plus Filing Fee
Review Encroachments in City Rights-of-Way	Fee	Community Development	Per Project	\$150 *
Comprehensive Plan Amendments – 535.15, Subd. 1(a)	Fee	Community Development	Per Project	\$500 *
Vacation – 830.01	Fee	Community Development	Per Project	\$200 *
Zoning development pre-application review (variance, CUP, Rezoning, et al)	Fee	Community Development	Per Project	\$50 *Fee applied to project if project proceeds.
Tax Combination or Split Review	Fee	Community Development	Per Request	\$75
Request by a lender/agency, etc. for a Zoning Compliance letter	Fee	Community Development	Per Request	\$75 **
Zoning research for state license forms (i.e. salon, wholesale motor vehicle, etc.)	Fee	Community Development	Per Request	\$75 **
Request for property status letter (non-conforming, illegal, et al)	Fee	Community Development	Per Request	\$200 **
Request for Floodplain technical assistance	Fee	Community Development	Per Request	\$50 **
Request for Zoning Classification or Flood Plain panel & date	Fee	Community Development	Per Request	\$25 **
*Applicant may be liable for additional expenses such as legal fees. ** Applicant may be billed for additional staff time.				

FEE SCHEDULE

Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee
PLANNING AND LAND USE REGULATIONS – CHAPTER V (Continued)				
Mailing fee for all required mail notifications	Fee	Community Development	Per Address	\$1 per address
Architectural Review – signs in overlay district	Fee	Community Development	Per location	\$50
Architectural Review – New construction in overlay district	Fee	Community Development	Per location	\$50/hour. 1 hour minimum
Development consulting (except city sponsored)	Fee	Community Development	Per Request	\$50/hr. 1-hour minimum. *Fee applied to project if project proceeds.
Rezoning request	Fee	Community Development	Per Request	\$500
Rezoning request for R-2 to R-1	Fee	Community Development	Per Request	\$150

FEE SCHEDULE

Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee
PUBLIC HEALTH – CHAPTER VI				
Garbage Collector	License	Administration	12/31	\$50/1 st truck and \$50/additional truck
Dumpster on Private Property 605.03				Fee listed along with fees for dumpster in right of way – Chapter VIII
Garbage Collections – 605.07	Fee	Administration		Adjusted annually by Council
Garbage/Recycling Cart Exchange	Fee	Utility Billing		\$5
Residential Solid Waste Truck Return or Extra Pickup. Return: i.e. customer error. Extra: i.e. tenant move out.	Fee	Utility Billing		\$10
Therapeutic Massage, Establishment – 613.13	License Fee	Administration Police Department	12/31	\$250 annually \$500 initial investigation \$200 renewal investigation
Therapeutic Massage, Individual – 613.13	License Fee	Administration Police Department	12/31	\$75 annually \$50 annual investigation fee
Therapeutic Massage, Home Business—613.13 • Limited to a business owner who is also the sole therapist	License Fee	Administration Police Department	12/31	\$150 annually new \$100 annually renewal \$100 annual investigation
Temporary Food Sales – 615.01	License	Administration	12/31	\$50; Non-Profits may submit all events at one time for one annual fee
Restaurant/Café without alcohol– 615.01	License	Administration	12/31	\$50
Restaurant with alcohol – 615.01 & 1205.01	License	Administration	12/31	\$200
Soft Drink Parlor – 615.03	License	Administration	12/31	\$50
Convenience Food/Drive-In Establishment – 615.05	License	Administration	12/31	\$50
Body Art Business - 625	License	Administration	12/31	\$100 annually \$500 initial investigation \$200 renewal investigation

FEE SCHEDULE

Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee
PUBLIC UTILITIES – CHAPTER VII				
Storm, water & sanitary sewer connection inspection - 700.33	Permit	Engineering		\$75/connection
Fire Water Charge (FWC) 705.03	Fee	Finance	Quarterly	None
Restoration of Service Charge – 705.09	Fee	Finance		\$30
Service fee for non-functioning unit – 705.15	Fee	Engineering/Finance		\$30/month 1 st 12 months; \$60/mo thereafter
Telecommunications Facilities and Equipment – 715.03	Permit	Engineering	Per occurrence	\$100 (construction, maintenance, relocation on public right-of-way)
Telecommunications Towers – 720	License	Clerk	Annual or per occurrence	\$500 (develop, construct, or erect tower and maintain tower). \$500 per occurrence (modify tower or antenna array)
STREETS, ALLEYS AND PUBLIC WAYS – CHAPTER VIII				
Street Excavations – 800.05	Permit	Engineering	Each Occurrence	\$50 \$35/utility company \$125 \$75/all others
Street Repair – 800.23	Permit	Engineering		\$600 for 1 st 30 s.f. + \$15 each additional square foot
Curb cuts/Driveway Apron or Sidewalk – 800.23	Permit	Engineering		\$125 \$50
Excavations or Other Activities in Right of Way – 800.23	Permit	Engineering		See Street Excavations above
Vacation – 830.01	Fee	Planning	Per Project	\$200
Newspaper Racks – 839.03	License	City Clerk	12/31	\$25/year up to 5 boxes; \$5/box \$150 impoundment fee \$25/site inspection or relocation
Courtesy Bench – 840.01	License	City Clerk	12/31	\$50/bench
Placement of Dumpster/Collection Bin/Storage Container – In Right-of-Way 845.15	Permit	Engineering	(7 day permit)	\$50 1 st 7 days; \$75 for second week; \$210 for each week after the second week. No pro-ration.
Private Property 605.03	Permit	Code Enforcement	30 days	\$0 1 st 30 days; \$50 2 nd 30 days; \$100 3 rd and subsequent 30 day permits. \$50 per month for new residential & commercial construction for no more than 6 and 9 months respectively. \$100 per month thereafter.

FEE SCHEDULE

PUBLIC WORKS/PUBLIC UTILITIES MISC.				
Sump Pump utility charge (non compliance)	Fee	Engineering		\$50 per month
Water Meter	Fee	Public Works		\$185 \$180 + tax
Tailpieces	Fee	Public Works		\$30 \$47.54 + tax per pair
Horn (mandatory in new homes starting 01-01-06)	Fee	Public Works		\$130 \$138.67 + tax
MXU	Fee	Public Works		\$200 \$165 + tax
Locate curb stops, without Gopher State One Call Locate	Fee	Public Works		\$50 each locate
Shut Off Water at Stop Box	Fee	Public Works		\$150 (\$100 refund if unable to shut off)
Water Main Shutdown	Fee	Public Works		\$200 per valve
Hydrant meter rental fee	Fee	Public Works		\$50 per week + \$1,000 deposit + water usage
Resident Requested Sign – non warrant, including install, <u>includes disabled parking signs (2)</u>	Fee	Public Works		\$400 \$200-new; \$50 \$40+ cost per of sign for replacement
Tree Trimming				
CR 81 Corridor Tree Knockdown Fees				
Median Tree with Diameter <3"	Fee	Forestry	Each Occurrence	\$1,200 \$1,175
Median Tree with Diameter >3"	Fee	Forestry	Each Occurrence	\$1,400 \$1,325
<u>Boulevard Tree with Diameter <3"</u>	Fee	Forestry	Each Occurrence	\$1,100 \$1,025
Boulevard Tree with Diameter >3"	Fee	Forestry	Each Occurrence	\$1,200 \$1,175
Other Public Tree Knockdown Fees (Excluding CR 81 Corridor)				
Park or Right-of-Way Tree, all sizes	Fee	Forestry	Each Occurrence	\$600 \$500
Pick up and Storage of Temporary Traffic Control Devices	Fee	Public Works	Per Permit	\$65 for one device & \$15 for each additional device for pick up; plus \$250 for up to 10 items for up to 5 calendar days of storage; \$250 for additional storage for up to 5 calendar days. Note: signs not picked up within 15 days are deemed to be abandoned.
Street Light Knockdown Fee				
LUMEC Light (Robbinsdale Streetscape Light)	Fee	Public Works		\$7,500 \$6,400
HOLOPHANE LIGHT (CR81 – Single Luminaire)	Fee	Public Works		\$6,500 \$5,900

FEE SCHEDULE

HOLOPHANE LIGHT (CR81 – Double Luminaire)	Fee	Public Works		\$7,600 \$6,900
ACUITY Light (25’ pole)	Fee	Public Works		\$5,300 \$4,800
ACUITY Light (Noble – 25’ pole + banner)	Fee	Public Works		\$5,500 \$5,000
ACUITY Light (CR9 – 40’ pole)	Fee	<u>Public Works</u>		\$7,400 \$6,700
EQUIPMENT & PERSONNEL – PER HOUR				
Lawn mower	Fee	Public Works		\$40 \$30 + actual labor cost
Pickup truck, Van	Fee	Public Works		\$35 \$25 + actual labor cost
Utility trailer, Roller & trailer, Paint Striper, Compressor truck	Fee	Public Works		\$40 \$30 + actual labor cost
Dump truck, Water Wagon	Fee	Public Works		\$50 \$40 + actual labor cost
Backhoe, Loader, Sweeper, Grader	Fee	Public Works		\$75 \$50 + actual labor cost
Vactor	Fee	Public Works		\$225 \$200+actual labor cost
Utility Meter Return	Fee	Engineering		20% of initial equipment cost
Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee
PARKS MISCELLANEOUS				
Park Buildings	Fee	Parks		See Attachment F
Picnic Shelters	Fee	Parks		See Attachment F
Athletic Fields & Rink Lights	Fee	Parks		See Attachment F
Park Facilities and Equipment Fees	Fee	Parks & Recreation		See Attachment F

APPENDIX B
FEE SCHEDULE

Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee
PUBLIC SAFETY – CHAPTER IX				
Dog and Cat – 915.03	License	Administration	12/31 – every other year	\$15 neutered/spayed \$20 not neutered/spayed \$10 fee Multi-Cat Residence (in addition to regular licenses) \$3/duplicate tags
Impoundment – 915.19	Fee	Animal Control		\$75/1 st offense \$100/2 nd offense \$125/3 rd offense Boarding fee for large & small animals–current contract rates apply.
Domesticated Animal – 915.37	Permit Fee	Administration	12/31	\$25 +\$1/address mailing to 200 feet \$50/initial investigative fee
Wild & Exotic Animal – 915.39	Permit Fee	Administration	12/31	\$50 \$50/initial investigative fee
Potentially Dangerous Animals – 915.25 Dangerous Animals – 915.27	Permit Fee	Police	12/31	\$200
False Alarms – 920.09	Penalties	Police & Fire Departments	12/31	See Attachment I
Repeat Nuisance Service Call Fee – 927.05	Fee	Police & Code Enforcement	365 day cycle	\$250 for each call starting with third call, after proper notice, charged to owner and/or \$250 for occupant if not the owner, plus additional fees for excess costs all per 927.05, Subd. 2, plus penalties in this code section.

APPENDIX B
FEE SCHEDULE

Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee
DOMESTIC PARTNERSHIP REGISTRATION – CHAPTER X				
Domestic Partnership Registration – 1015 PART B	Fee	Administration	Not applicable	\$20 – registration plus \$1 per each additional certified copy at time of registration \$15 – charge per certified copy plus \$1 per each additional certified copy any time other than initial registration \$15 – termination fee
BUSINESS AND TRADE REGULATIONS – CHAPTER XI				
Mini-golf – 1100.01	License	Administration	12/31	\$75
Pool Hall or Bowling Alley – 1100.03.13	License	Administration	12/31	None
Change of Location – Pool Hall or Bowling Alley – 1100.03.14	License	Administration	12/31	Same as regular
Theater – 1100.05	License	Administration	12/31	\$200
Carnivals, Shows, Public Entertainment (Outdoors) – 1100.07	License	Administration	12/31	\$100/day – single performance \$300/multiple performance not to exceed 3 days \$50/each additional day over 3 days
Carnivals, Shows, Public Entertainment (Indoors) – 1100.07	License	Administration	12/31	\$75/day – single performance \$150/annual
Entertainment (Indoors) including banners permitted by 521.01 subd 9(6)	License	Administration	12/31	\$250/annual includes both indoor and outdoor advertising banners limited to 90 days total

FEE SCHEDULE

Mechanical Amusement Devices – 1100.09	License	Administration	12/31	\$15 per site and: \$15/pinball machine \$15/kiddie ride machine \$15/all other mechanical amusement devices including video games
Lawful Gambling Investigation Fee – 1105.07	Initial Premises Permit	Administration	N/A	\$100
Lawful Gambling, Exempt from MN § Section 349.214 – 1105.09	Permit	Administration	12/31	\$50/annually/bingo only \$5/occasion/bingo only *Note electronically connected Bingo-State License

FEE SCHEDULE

Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee
BUSINESS AND TRADE REGS – Chapter XI (Cont'd)				
Public Dances – 1110.05	Permit	Administration	12/31 Daily Basis	\$1,000 \$60/day
Pet Shop – 1115.03	License	Administration	12/31	\$50
Peddlers – 1120.01	License Fee	Administration	12/31	\$100 \$50 investigation fee
Transient Merchant – 1120.03	License	Administration	12/31	\$50 – per vehicle or location
Transient Merchant – 1120.04 State licensed mobile food unit (MFU) at a temporary fixed location NOTE: There are zoning restrictions. Only allowed in B-3 and B-4 with property owner approval and in City Parks with Council Approval	License	Administration	Annual	\$25/Site Plan Review \$25/MFU
Going Out of Business Sale – 1120.05	License	Administration	12/31	\$35 + \$2 for each \$1,000 of inventory or major part thereof \$75-renewal for no more than 30 days \$25/day – second renewal for 30 days
Car Wash – 1130.01	License	Administration	12/31	\$75
Cigarette Vending /Tobacco Sales– 1132.05	License	Administration	12/31	\$325
Christmas Tree Sales – 1130.05	License	Administration	12/31	\$75
Dry Cleaning/Laundry Facility – 1130.07	License	Administration	12/31	\$50
Auto Dealer – 1130.09 (Regulated under MN § Chapter 168)				Must provide copy of state license
Gas Station Pumps – 1130.11	License	Administration	12/31	\$100/1 st pump \$10/each additional pump
Secondhand Goods Sales – 1135.09 Secondhand Goods Sales – 1135.17, Investigation	License Fee	Administration	6/30	\$200 \$750 investigative fee \$400/multiple dealers/same location \$50/one day secondhand sales \$75/more than 1 day, less than 5 days
Consignment House Dealer – 1135.09	License	Administration	12/31	\$100 \$500 initial investigation fee \$200 renewal investigation fee

FEE SCHEDULE

Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee
BUSINESS AND TRADE REGS – Chapter XI (Cont’d)				
Pawn Broker – 1135.09 Pawn Broker, Investigation – 1135.17	License Fee	Administration	12/31	\$2,750 + \$2.00 transaction \$800 investigation fee – up to \$10,000 to recover costs
Adult Establishments – 1140.11 Adult Establishment – 1140.11, Investigation	License Fee	Administration	12/31	\$2,500 \$50 per video booth/viewing stall \$800 investigation fee – up to \$10,000 to recover costs
Lawn Fertilizer Application Control – 1145.00	License Fee	Administration	12/31	\$100 - 1 st Vehicle \$25 each additional vehicle
Donation Collection Bins - 1155	License Fee	Administration	12/31	\$50 per bin
Late Fees-License Renewal-1005.11 subd 2	Fee	Administration	12/15-12/31	\$50
<u>Adult Use Cannabis Business – 1165</u>	<u>Registration</u>	<u>Administration</u>	<u>12/31</u>	<u>Start-up \$500, Renewal \$1,000</u>
<u>Adult Use Lower Potency Hemp (LPHE) Product Retail – 1165</u>	<u>Registration</u>	<u>Administration</u>	<u>12/31</u>	<u>\$125</u>

APPENDIX B
FEE SCHEDULE

Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee
LIQUOR AND BEER – CHAPTER XII				
Intoxicating Liquor: Off-sale, Municipal Liquor Dispensary Only – 1205.01, Subd. 5				
Intoxicating Liquor: 1205.01, Subd. 5 & 6 Off-sale, Municipal Liquor Dispensary – Off-sale, Brewer Off-Sale Malt Liquor Off-sale Micro distillery	License	Administration	12/31	\$100/brewer or brew pub off-sale \$300/microdistillery
Intoxicating Liquor – 1205.07 (NOTE: Public hearing required for increase in liquor fees)	License	Administration	12/31	\$5,800/on-sale \$300/on-sale club/0-1,000 members \$500/on-sale club/1,001 + members \$2,000/on sale wine only \$550/brewer taproom or brew pub on-sale \$300/cocktail room \$200/Sunday on-sale (pro-rate qtly) \$50/temporary, non-profit only \$50/temporary, small brewer or micro distillery for social event
Intoxicating Liquor, Investigation – 1205.07	Fee	Police Department		\$500 to \$10,000 out-state (for all new intoxicating liquor license applications, including wine). \$250 renewal This fee does not apply to Special Sunday or Temporary
3.2% Malt liquor – 1215.03 (NOTE: Public hearing required for increase in liquor fees)	License	Administration	12/31	\$100/off-sale \$550 on-sale only \$50/temporary, non-profit only
3.2% Malt Liquor, Investigation – 1215.05	Fee	Police Department	12/31	\$100/off sale only \$500/on-sale only \$250 on-sale renewal
Entertainment – 1200.25	License	Administration	12/31	\$150

FEE SCHEDULE

Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee
TRAFFIC, MOTOR VEHICLES AND OTHER VEHICLES – CHAPTER XIII				
Parking by Permit Only – 1305.13	Fee	Police Department		First 3 permits \$0.00 Fourth permit - \$25.00
MISCELLANEOUS PERMITS				
Loudspeaker Devices – 2005.13	Permit	City Council	12/31	\$75.00
POLICE MISCELLANEOUS				
Audio Tapes	Fee	Police		\$20 each
Video Cassette Tapes & DVD's	Fee	Police		\$20 each
Fingerprinting (upon request)	Fee	Police		\$20
Police Reports (any)	Fee	Police		\$0.25 per page
Photos	Fee	Police		Actual costs + \$10 handling fee
Security & Traffic Assignment for Officers	Fee	Police		Current senior top patrol overtime-hourly rate, including benefits, +3%.
Vehicle Lock-outs	Fee	Police		None
Request for Criminal Information – Apartment Complexes	Fee	Police		\$100 annual
False Alarms	Fee	Police		See Attachment I
Drug & Chem. Lab cleanup – Ord. 625	Costs	All		Owner to Pay Costs
Body Cam Footage*	Fee	Police		\$25 per request – *subject to public records regulations
FIRE/Comm Development MISCELLANEOUS				
Burning Permit	Permit	Fire	When altered	\$50 - one time fee (no alterations)
Inspections – Day Care facilities	Fee	Fire		\$50 each visit
Inspections – Rental properties	Fee	Fire		See Attachment H
Fire Reports	Fee	Fire		\$0.25 per page
Fire Water Charge	Fee	Fire		None
Firework – consumer – Section 1150	License	Fire	12/31	Maximum allowable by State Statute 624.20
Fireworks – Display permit – Section 1150.06	Permit	Fire	12/31	\$200.00

FEE SCHEDULE

Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee
CERTIFICATE OF OCCUPANCY				
Certificate of Occupancy – Land Use Review	Permit	Comm Development		\$125
Up to 5,000 sf	Permit	Comm Development		\$500
5,001 – 25,000 sf	Permit	Comm Development		\$800
25,001 – 75,000 sf	Permit	Comm Development		\$1,200
75,001 – 100,000 sf	Permit	Comm Development		\$1,600
100,000 – 200,000 sf	Permit	Comm Development		\$2,000
200,001 sf or greater	Permit	Comm Development		\$2,500

**FEEES FOR SERVICES ADMINISTERED BY THE CITY OF ROBBINSDALE
DESIGNATED BUILDING OFFICIAL**

The administration and issuance of permits, along with the collection of fees, shall be conducted in accordance with Minnesota Statutes § 326B and Minnesota Rules 1300.0120 and 1300.0160. All fees shall be commensurate with the level of service provided and be consistent with this adopted fee schedule.

Subd. 1. Fee Multiplier Table (FMT). The following table establishes permit and inspection fees for all projects that require plan review or are not otherwise specifically identified within this fee schedule. The minimum fee for these permits is \$125. The cost of plan review is separate, if applicable.

<u>Valuation</u>	<u>Permit Fee</u>
<u>\$1 to \$4,000</u>	<u>\$125.00</u>
<u>\$4,001 to \$25,000</u>	<u>\$125.00 for the first \$4,000 plus \$16.55 for each additional \$1,000 or fraction thereof, to and including \$25,000</u>
<u>\$25,001 to \$50,000</u>	<u>\$464.15 for the first \$25,000 plus \$12 for each additional \$1,000 or fraction thereof, to and including \$50,000</u>
<u>\$50,001 to \$100,000</u>	<u>\$764.15 for the first \$50,000 plus \$8.45 for each additional \$1,000 or fraction thereof, to and including \$100,000</u>
<u>\$100,001 to \$500,000</u>	<u>\$1,186.65 for the first \$100,000 plus \$6.75 for each additional \$1,000 or fraction thereof, to and including \$500,000</u>
<u>\$501,000 to \$1,000,000</u>	<u>\$3,886.65 for the first \$500,000 plus \$5.50 for each additional \$1,000 or fraction thereof, to and including \$1,000,000; and</u>
<u>\$1,000,001 and up</u>	<u>\$6,636.65 for the first \$1,000,000 plus \$4.50 for each additional \$1,000 or fraction thereof</u>

Subd. 2. Plumbing Permit Fees for Non-residential or Multi-Family Structures Regulated under the Minnesota State Building Code and Minnesota Rules Chapter 1305. The following permit fee table is based upon the construction valuation of the plumbing system. The cost of plan review is separate, if applicable.

<u>Valuation/Project Details</u>	<u>Permit Fee</u>
<u>\$0 to \$1,500</u>	<u>\$135.00</u>
<u>\$1,501 to \$2,500</u>	<u>\$135.00 for the first \$1,500, plus \$43 for each additional \$500 or fraction thereof, to and including \$2,500;</u>
<u>\$2,501 to \$5,000</u>	<u>\$221.00 for the first \$2,500, plus \$28 for each additional \$500 or fraction thereof, to and including \$5,000;</u>
<u>\$5,001 to \$25,000</u>	<u>\$361.00 for the first \$5,000, plus \$53 for each additional \$1,000 or fraction thereof, to and including \$25,000;</u>

<u>Valuation/Project Details</u>	<u>Permit Fee</u>
<u>\$25,001 to \$50,000</u>	<u>\$1,421 for the first \$25,000, plus \$51 for each additional \$1,000 or fraction thereof, to and including \$50,000;</u>
<u>\$50,001 to \$500,000</u>	<u>\$2,696 for the first \$50,000, plus \$47 for each additional \$10,000 or fraction thereof, to and including \$500,000;</u>
<u>\$500,001 to \$3,000,000</u>	<u>\$4,811 for the first \$500,000, plus \$61 for each additional \$50,000 or fraction thereof, to and including \$3,000,000; or</u>
<u>\$3,000,001 and over</u>	<u>\$7,861 for the first \$3,000,000, plus \$51 for each additional \$100,000 or fraction thereof;</u>
<u>Manufactured home park or campground</u>	<u>\$25 for each site, minimum charge of \$135</u>
<u>Single fixture permit</u>	<u>\$210.00</u>

Subd. 3. Plumbing Permit Fees for Structures Regulated under the Minnesota Residential Code. The following table establishes plumbing permit fees for one and two-family residential structures.

<u>Type of Plumbing Permit</u>	<u>Permit Fee, Per Dwelling Unit</u>
<u>New construction</u>	<u>\$150.00</u>
<u>Addition, alteration, remodel, or replacement</u>	<u>\$125.00</u>
<u>Basement finish – Owner-occupied, non-rental (owner performed work)</u>	<u>Included with building permit provided inspections are performed together (e.g. framing, rough-in plumbing and mechanical)</u>
<u>Basement finish – Rental property and/or contractor-performed work</u>	<u>\$125.00</u>
<u>Water heater, conditioning system, sewer or water connection, irrigation, backflow prevention <i>or</i> minor work</u>	<u>\$125.00</u>
<u>Water heater, conditioning system, sewer or water connection, irrigation, backflow prevention <i>and</i> other minor work</u>	<u>\$185.00, provided work is installed and inspected simultaneously</u>

Subd. 4. Mechanical Permit Fees for Structures Regulated under the Minnesota Residential Code. The following table establishes mechanical permit fees for one and two-family residential structures:

<u>Type of Mechanical Permit</u>	<u>Permit Fee, Per Dwelling Unit</u>
<u>New construction (HVAC, mechanical ventilation system, and gas lines)</u>	<u>\$150.00</u>
<u>Addition, alteration, remodel, or replacement</u>	<u>\$125.00</u>

<u>Type of Mechanical Permit</u>	<u>Permit Fee, Per Dwelling Unit</u>
<u>Basement finish – Owner-occupied, non-rental (owner performed work)</u>	<u>Included with building permit provided inspections are performed together (e.g. framing, rough-in plumbing and mechanical)</u>
<u>Basement finish – Rental property and/or contractor-performed work</u>	<u>\$125.00</u>
<u>Furnace, fireplace, air conditioner, garage heater, gas lines, miscellaneous appliance, <i>or</i> other minor work</u>	<u>\$125.00</u>
<u>Furnace, fireplace, air conditioner, garage heater, gas lines, miscellaneous appliance, <i>and</i> other minor work</u>	<u>\$185.00, provided work is installed and inspected simultaneously</u>

Subd. 5 Fire Protection System Permits. The following table establishes permit and inspection fees for administration of fire protection permits as regulated according to Section 105.7.1 through 105.7.25 of the Minnesota State Fire Code (MSFC). The cost of plan review is separate, if applicable.

<u>Valuation/Project Details</u>	<u>Permit Fee</u>
<u>\$0 to \$1,500</u>	<u>\$135.00</u>
<u>\$1,501 to \$2,500</u>	<u>\$135.00 for the first \$1,500, plus \$43 for each additional \$500 or fraction thereof, to and including \$2,500;</u>
<u>\$2,501 to \$5,000</u>	<u>\$221.00 for the first \$2,500, plus \$28 for each additional \$500 or fraction thereof, to and including \$5,000;</u>
<u>\$5,001 to \$25,000</u>	<u>\$361.00 for the first \$5,000, plus \$53 for each additional \$1,000 or fraction thereof, to and including \$25,000;</u>
<u>\$25,001 to \$50,000</u>	<u>\$1,421 for the first \$25,000, plus \$51 for each additional \$1,000 or fraction thereof, to and including \$50,000;</u>
<u>\$50,001 to \$500,000</u>	<u>\$2,696 for the first \$50,000, plus \$47 for each additional \$10,000 or fraction thereof, to and including \$500,000;</u>
<u>\$500,001 to \$3,000,000</u>	<u>\$4,811 for the first \$500,000, plus \$61 for each additional \$50,000 or fraction thereof, to and including \$3,000,000; or</u>
<u>\$3,000,001 and over</u>	<u>\$7,861 for the first \$3,000,000, plus \$51 for each additional \$100,000 or fraction thereof;</u>
<u>Operational permits</u>	<u>\$350.00, duration of permit determined by the Fire Code Official or their designee</u>
<u>Single fixture permit</u>	<u>\$210.00</u>

Subd. 6. Plan Review Fees. The following fees apply when an administrative or technical plan review is completed for all projects that are not otherwise specifically identified within this fee schedule. Plan review is determined by the Designated Building Official or their designee.

(a) Building Permit Plan Review.

- (1) 65% of the permit fee as calculated in the FMT in Subd. 1.
- (2) Plan review fees for similar plans are set forth in Minnesota Rules 1300.0160.
- (3) Where a plan review fee is performed and charged for residential, the minimum fee for plan review is \$81.25.
- (4) Where a plan review fee is performed and charged for non-residential and multi-family, the minimum fee is \$150.00.

(b) Plan Revisions. Applicant-submitted changes:

(1) Non-Residential or Multi-Family Projects.

- (i) Review of plans for which the Designated Building Official or their designee has issued two (2) or more requests for additional information: \$125 per hour with a minimum of one-half (1/2) hour.
- (ii) Additional plan review required for changes, additions, or revisions to previously approved plans: \$125 per hour with a minimum of one-half (1/2) hour.

(2) Residential Projects.

- (i) Review of plans for which the Designated Building Official or their designee has issued two (2) or more requests for additional information: \$95 per hour with a minimum of one-half (1/2) hour.
- (ii) Additional plan review required for changes, additions, or revisions to previously approved plans: \$95 per hour with a minimum of one-half (1/2) hour.

(c) Abandoned Permit Applications. When an application requiring plan review is submitted, and the applicant either:

- (1) Elects not to proceed following completion of the review, or
- (2) The application is deemed abandoned by the Designated Building Official pursuant to Minnesota Rules 1300.0120, Subpart 9;

The applicant will be assessed one hundred percent (100%) of the plan review fee, for plan review and processing services, whether or not a permit is issued.

(d) Non-Residential or Multi-Family Plumbing and Fire Construction Permit Plan Review: the following table establishes plan review and audit fees, unless otherwise indicated. These fees are based on the construction valuation of the performed work. This does not include the cost of the permit.

<u>Valuation/Project Details</u>	<u>Plan Review Fee</u>
<u>\$0 to \$1,500</u>	<u>\$135.00</u>
<u>\$1,501 to \$2,500</u>	<u>\$135.00 for the first \$1,500, plus \$28 for each additional \$500 or fraction thereof, to and including \$2,500;</u>
<u>\$2,501 to \$5,000</u>	<u>\$191.00 for the first \$2,500, plus \$25 for each additional \$500 or fraction thereof, to and including \$5,000;</u>
<u>\$5,001 to \$25,000</u>	<u>\$316.00 for the first \$5,000, plus \$33 for each additional \$1,000 or fraction thereof, to and including \$25,000;</u>

<u>Valuation/Project Details</u>	<u>Plan Review Fee</u>
<u>\$25,001 to \$50,000</u>	<u>\$976 for the first \$25,000, plus \$31 for each additional \$1,000 or fraction thereof, to and including \$50,000;</u>
<u>\$50,001 to \$500,000</u>	<u>\$1,751 for the first \$50,000, plus \$23 for each additional \$10,000 or fraction thereof, to and including \$500,000;</u>
<u>\$500,001 to \$3,000,000</u>	<u>\$2,786 for the first \$500,000, plus \$41 for each additional \$100,000 or fraction thereof, to and including \$3,000,000; and</u>
<u>\$3,000,001 and over</u>	<u>\$3,811 for the first \$3,000,000, plus \$33 for each additional \$100,000 or fraction thereof;</u>
<u>Manufactured home park or campground (plumbing only)</u>	<u>One to 25 sites: \$300</u> <u>26 to 50 sites: \$350</u> <u>51 to 125 sites: \$400</u> <u>More than 125 sites: \$500</u>

Subd. 7. Industrialized Modular or Prefabricated Buildings, Plan Review and Inspection Fees.

- (a) **Inspections and Audit Fees.** Inspection fees for industrialized modular or prefabricated buildings will be assessed at \$125 per hour.
- (b) **Plan Review Fees.** The following fees are for plan review and inspections of industrialized or modular buildings as defined in Minnesota Statutes § 326B.103, subdivision 8a, and prefabricated buildings as defined in Minnesota Statutes § 326B.103, subdivision 10a.
- (1) Fees for the review of quality-control manuals, systems manuals, and related documents submitted are \$125 per hour.
- (2) Fees for the review of building plans, specifications, installation instructions, and related documents submitted include sixty five (65) percent of the fee, minimum plan review fee of \$150.00. Plan review is determined by Designated Building Official or their designee.

Subd. 8. Project/Construction Valuation Determination. Valuation shall be assessed in accordance with Minnesota Rules 1300.0160. It must be based on the contract value with tables published by the State of Minnesota or the International Code Council (ICC), or as outlined in the following Building Valuation Data (BVD) table.

<u>Use</u>	<u>Value Per Square Foot</u>
<u>Slab on grade</u>	<u>\$17.00</u>
<u>Crawl space</u>	<u>\$22.00</u>
<u>Unfinished basement (new home or addition)</u>	<u>\$31.50</u>
<u>Basement finish (new home)</u>	<u>\$56.50</u>
<u>Basement finish (existing home)</u>	<u>\$25.00</u>
<u>Main/first floor area (new home or addition)</u>	<u>\$150.00</u>

<u>Use</u>	<u>Value Per Square Foot</u>
<u>Second floor area (new home or addition)</u>	<u>\$125.00</u>
<u>Attached garage</u>	<u>\$75.00</u>
<u>Detached garage (slab on grade or frost protected footings)</u>	<u>\$60.00</u>
<u>Post & beam accessory structure, interior finished</u>	<u>\$60.00</u>
<u>Post & beam accessory structure, unfinished shell</u>	<u>\$25.00</u>
<u>Lean-to</u>	<u>\$25.00</u>
<u>Carport or gazebo</u>	<u>\$50.00</u>
<u>Garage conversion to living space</u>	<u>\$75.00</u>
<u>Porch, open</u>	<u>\$55.00</u>
<u>Porch, 3-season</u>	<u>\$130.00</u>
<u>Porch, 3-season on existing deck</u>	<u>\$100.00</u>
<u>Porch, screened or breezeway, non-conditioned area</u>	<u>\$90.00</u>
<u>Deck</u>	<u>\$45.00</u>
<u>Roof over existing deck</u>	<u>\$50.00</u>
<u>In-ground pool</u>	<u>\$40.00</u>
<u>Above-ground pool</u>	<u>\$15.00</u>
<u>Remodel, repair, alteration, other</u>	<u>Depends on the scope of work and required plan review and inspections</u>

Subd. 9. Other Permits and Fees. The following table identifies costs for permits or fees associated with administration of either the Minnesota State Building Code or Robbinsdale City Code. The minimum fee for the following permits is \$125. *Plan review is charged according to Subd. 6 of this fee schedule, unless otherwise identified.*

<u>Description</u>	<u>Cost (FMT = Fee Multiplier Table)</u>
<u>Accessory structure building permit, residential</u>	<u>Refer to the FMT in Subd. 1</u> <u>Maximum fee: \$850, includes plan review</u>
<u>Addition, alteration, remodel, or repair building permit</u>	<u>Refer to the FMT in Subd. 1</u>
<u>Agriculture permit exemption administrative application</u>	<u>\$250, includes preliminary site plan review</u>
<u>Basement finish building permit</u>	<u>Refer to the FMT in Subd. 1</u> <u>Maximum fee: \$500, includes plan review</u>
<u>Change of use/occupancy</u>	<u>Refer to the FMT in Subd. 1</u> <u>Minimum fee: \$300</u>

<u>Description</u>	<u>Cost (FMT = Fee Multiplier Table)</u>
<u>Consultants, cost for service</u>	<u>If the actual cost to Robbinsdale for service provided by a contracted consultant is greater than indicated by this fee schedule, the greater rate shall be paid.</u>
<u>Deck building permit</u>	<u>Refer to the FMT in Subd. 1 Maximum fee: \$675, includes plan review (pertains only if a residential deck is attached to the primary dwelling)</u>
<u>Demolition building permit, residential, non-residential, or multi-family</u>	<u>\$300, includes two (2) site inspections and administrative plan review</u>
<u>Fence building permit, over seven (7) feet high</u>	<u>Refer to the FMT in Subd. 1</u>
<u>Inspection, no fee specifically indicated</u>	<u>\$95 per hour, one (1) hour minimum</u>
<u>Inspection, outside normal business hours</u>	<u>\$150 per hour, two (2) hour minimum</u>
<u>Inspection, reinspection</u>	<u>\$95 per hour, one (1) hour minimum</u>
<u>Investigation</u>	<u>In addition to, but not to exceed, the original permit fee.</u>
<u>Manufactured home set-up building permit</u>	<u>\$375, includes mechanical and plumbing inspections and plan review</u>
<u>Mechanical single appliance permit, non-residential or multi-family</u>	<u>\$210.00</u>
<u>Mechanical temporary heating equipment, non-residential or multi-family</u>	<u>\$210.00</u>
<u>Miscellaneous building permit, no fee specifically indicated</u>	<u>Refer to the FMT in Subd. 1</u>
<u>Moved-in structure building permit, residential</u>	<u>\$250 if the structure being moved is within the corporate boundary of Robbinsdale; or \$250 plus \$95/hour plus mileage at the current IRS standard rate if the structure is located outside the corporate boundary of Robbinsdale</u>
<u>Reissuance or renewal of a permit</u>	<u>Refer to the FMT in Subd. 1 and determined based on the remaining work to be completed. Minimum fee: \$50.00</u>
<u>Roof building permit, one and two-family residential</u>	<u>\$125.00</u>
<u>Siding building permit, one and two-family residential</u>	<u>\$125.00</u>
<u>Solar/Photovoltaic system building permit, one and two-family residential up to 3.5kW</u>	<u>\$175.00</u>
<u>Solar/Photovoltaic system building permit, one and two-family residential over 3.5kW</u>	<u>Refer to the FMT in Subd. 1</u>

<u>Description</u>	<u>Cost (FMT = Fee Multiplier Table)</u>
<u>Solar/Photovoltaic system building permit, non-residential or multi-family</u>	<u>Refer to the FMT in Subd. 1</u>
<u>Temporary certificate of occupancy</u>	<u>One and two-family residential: \$250.00 Non-residential or multi-family: \$450.00</u>
<u>Window same size replacement building permit, one and two-family residential</u>	<u>\$125.00 per dwelling unit</u>
<u>Technology fee (includes contractor license verification)</u>	<u>\$10.00 per permit</u>

Subd. 10. State Surcharge. In accordance with Minnesota Statutes § 326B.148, a state surcharge shall be charged on all permits, if applicable.

Subd. 11. Refunds. The Designated Building Official may authorize refunds of up to eighty percent (80%) of the issued permit fee when no work has commenced and no inspections have been performed.

- (a) Requests must be submitted in writing by the permit applicant within one hundred eighty (180) days of permit issuance.
 - (1) Within (10) business days of receipt, the Designated Building Official or their designee shall review the request and determine the amount to be refunded or provide written justification if the request is denied.
- (b) Fees retained shall cover expenses incurred for services rendered by the city and/or its consultant(s).
- (c) Refunds shall only be issued to the original payee.
- (d) No refunds shall be granted for the following:
 - (1) Plan review fees;
 - (2) Re-inspection fees;
 - (3) State surcharge fees;
 - (4) Fraudulent applications;
 - (5) Expired, revoked, suspended, or invalid permits;
 - (6) Technology fee, unless canceled within the same business day; or
 - (7) Contractor license verification.

Subd. 12. Work Without a Permit. If work requiring a permit under state law, rule, or Robbinsdale City Code, has commenced without first obtaining a permit, an investigation shall be conducted before a permit may be issued. Investigation fees are identified in Subd. 10 of this fee schedule. This fee is in addition to the permit fee and is due whether or not a permit is ultimately issued.

Subd. 13. Abandonment, Expiration, Revocation/Suspension, or Validity. The validity, expiration, suspension, and revocation of permits shall be governed by Minnesota Rules 1300.0120 and the following:

- (a) An application for a permit for any proposed work shall be considered abandoned one hundred eighty (180) days after the date of filing, except in the following cases:

- (1) The application has been actively pursued in good faith by the applicant, as determined by the Designated Building Official or their designee; and
- (2) A written request for an extension, not to exceed one hundred eighty (180) days, has been submitted with justifiable cause demonstrated, and the extension has been approved by the Designated Building Official or their designee.
- (b) Every permit issued shall expire unless the authorized work is commenced within one hundred eighty (180) days of issuance. The Designated Building Official or their designee may grant written extensions of time, not to exceed one hundred eighty (180) days, if the applicant demonstrates justifiable cause.
- (c) The Designated Building Official or their designee may suspend or revoke a permit if it was issued in error, if the application contained incorrect, inaccurate, or incomplete information, or if there is a violation of any state law, rule, or ordinance.
- (d) The issuance of a permit, or the approval of plans, specifications, or computations, shall not be construed as authorization for any violation of this code or any other ordinance of the Robbinsdale City Code. Any permit purporting to authorize work in violation of the code or other ordinances shall be invalid. A permit also becomes invalid if the authorized work is suspended or abandoned for more than one hundred eighty (180) days, commencing on the first day the work was suspended or abandoned.

Subd. 14. Subsurface Sewage Treatment System (SSTS) Fees. The following table identifies costs associated with SSTS administration and permits.

<u>Description</u>	<u>Fee</u>
<u>SSTS: Type I, II, or III (new or replacement)</u>	<u>\$450.00 (includes soil verification)</u>
<u>SSTS: Type IV or V (new or replacement for performance or engineered systems)</u>	<u>\$375.00 + Actual Cost</u>
<u>Holding Tank (additional maintenance and operating permits required)</u>	<u>\$350.00 (includes first years' operating permit)</u>
<u>Soil Site Review (charged in addition to the land use application)</u>	<u>\$250.00 + \$100.00 per lot</u>
<u>SSTS Abandonment/Removal</u>	<u>\$125.00</u>
<u>Operating Permit</u>	<u>\$200.00 annually</u>
<u>Maintenance Permit</u>	<u>\$20.00</u>
<u>SSTS Reinspection</u>	<u>\$95.00 per hour, 1 hour minimum</u>

DEMOLITION AND MOVING PERMIT FEES

FEES REQUIRED

The Building Inspector, before issuing any house-moving permit or the demolition of any building or structure shall require payment by the applicant for such permit of fees in the amounts herein provide.

DEMOLITION PERMIT

The demolition permit fee shall be based on the total cost of demolishing such structure at the rate of 1.5% of the contract value.

In no case shall the fee charged for any demolition permit be less than one hundred twenty five dollars (\$125).

MOVING PERMIT

- (a) — For holding up, raising or moving any building or structure on the same lot, the fee shall be one hundred twenty five dollars (\$125).
- (b) — Minor buildings, as used in this section, shall be taken to mean accessory buildings, including, but not limited to, private garages, sheds, construction shacks, etc., as shall be determined by the Building Inspector.
- (c) — For a permit for moving any building, except a minor building as herein defined, from one location to another on private property, or to a different lot over the streets of the city, the fee shall be one hundred twenty five dollars (\$125). The same permit fees shall apply to any building being moved through the city from a place outside the city to another location outside the city.

PLUMBING PERMIT FEE SCHEDULE

FEES REQUIRED

The Building Official, before issuing any permit for the installation, alteration, addition or repair of any plumbing work, fixture or device shall require the payment by the applicant for such permit of the fees or fees in the amount herein provided.

<u>Total Value</u>	<u>Fee</u>
\$2,000	\$125.00 Minimum
\$2,001 to \$25,000	\$125.00 for the first \$2,000 plus \$16.55 for each additional \$1,000 or fraction thereof, to and including \$25,000
\$25,001 to \$50,000	\$505.65 for the first \$25,000 plus \$12 for each additional \$1,000 or fraction thereof, to and including \$50,000
\$50,001 – \$100,000	\$805.65 for the first \$50,000 plus \$8.45 for each additional \$1,000 or fraction thereof, to and including \$100,000
\$100,001 – \$500,000	\$1,288.15 for the first \$100,00 plus \$6.75 for each additional \$1,000 or fraction thereof, to and including \$500,000
\$500,001 to \$1,000,000	\$3,928.15 for the first \$500,000 plus \$5.50 for each additional \$1,000 or fraction thereof, to and including \$1,000,000
\$1,000,001 and up	\$6,678.15 for the first \$1,000,000 plus \$4.50 for each additional \$1,000 or fraction thereof

The fee for appliance only permits shall be \$125 plus \$1 state surcharge

1) ~~The cost of installations, alterations, additions, or repairs shall include all labor and materials supplied by the contractor. In addition, it shall include all materials supplied by other sources when these materials are normally supplied by the contractor. The value of work by a homeowner shall be equal to the cost for labor and materials that would be charged by a contractor. All values shall be subject to approval of or determined by the Building Official.~~

2) ~~REVISION OF ESTIMATED COST: The estimated cost shall be subject to review by the Building Official, and if the estimate does not reflect the true cost, it shall be revised and the applicant shall pay the fee based upon such revision. The Building Official may revoke any permit issued containing false information regarding the value of the work authorized by said permit pursuant to Section 89.150 of this Code. If the actual cost exceeds the estimated by five hundred dollars (\$500.00) or more, the applicant shall report within thirty (30) days after completion of this job, the actual cost to the Inspections Department and the fee shall be revised and the applicant shall pay a fee computed on the basis of the actual cost.~~

3) ~~The city may require permit applications be accompanied by a copy of the contract.~~

PLAN REVIEW FEES

~~When submittal documents are required by the code, a plan review fee may be required at the time of submitting the documents for plan review. Said plan review fee shall be 65 percent of the plumbing permit fee, with a minimum fee of \$300 to be collected.~~

~~The plan review fees specified in this subsection are separate fees from the permit fees specified above and are in addition to the permit fees.~~

~~When submittal documents are incomplete or changed so as to require additional plan review or when the project involves deferred submittal items, an additional plan review fee may be charged.~~

WORK COMMENCING BEFORE PERMIT ISSUANCE

~~If work for which a permit is required by the code has been commenced without first obtaining a permit, a special investigation shall be made before a permit may be issued for the work. An investigation fee equal to the permit fee shall be collected and is in addition to the required permit fees.~~

ROBBINSDALE BUILDING CODE FEE SCHEDULE*

<u>Total Value</u>	<u>Fee</u>
\$2,000	\$125.00 Minimum
\$2,001 to \$25,000	\$125.00 for the first \$2,000 plus \$16.55 for each additional \$1,000 or fraction thereof, to and including \$25,000
\$25,001 to \$50,000	\$505.65 for the first \$25,000 plus \$12 for each additional \$1,000 or fraction thereof, to and including \$50,000
\$50,001 – \$100,000	\$805.65 for the first \$50,000 plus \$8.45 for each additional \$1,000 or fraction thereof, to and including \$100,000
\$100,001 – \$500,000	\$1,288.15 for the first \$100,00 plus \$6.75 for each additional \$1,000 or fraction thereof, to and including \$500,000
\$500,001 to \$1,000,000	\$3,928.15 for the first \$500,000 plus \$5.50 for each additional \$1,000 or fraction thereof, to and including \$1,000,000
\$1,000,001 and up	\$6,678.15 for the first \$1,000,000 plus \$4.50 for each additional \$1,000 or fraction thereof

OTHER INSPECTION FEES

1. ~~Inspections outside of normal business hours (min. charge two hours).....\$125.00 per hour¹~~
2. ~~Re-inspection fee assessed under provisions of section 305.8.....\$125.00 per hour¹~~
3. ~~Inspections for which no fee is specifically indicated
(minimum charge one-half hour).....\$125.00 per hour¹~~
4. ~~Additional plan review required by changes, additions, or revisions to
approved plans (minimum charge one-half hour).....\$125.00 per hour¹~~
5. ~~For use of outside consultants for plan checking and inspections, or both
.....Actual Cost²~~

¹~~Or the total hourly cost to the jurisdiction, whichever is the greatest. The cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.~~

²~~Actual costs include administrative and overhead costs.~~

RESIDENTIAL—FLAT FEES

Siding House/Garage	\$155
Garage Siding	\$125.00
Roofing, tear off, House/Garage	\$155
Garage re-roof	125.00

FIRE SUPPRESSION EQUIPMENT FEES

~~The Building Official, before issuing any permit for the construction, installation, alteration, addition or repair of any fire suppression system or equipment connected therewith, shall require the payment by the applicant for such permit of the fees. The fees for fire suppression systems shall be the same as established by the building permit fee above, based on the contract value, with a minimum fee of \$300 to be collected.~~

~~The cost of installations, alterations, additions, or repair shall include all labor and materials supplied by the contractor. In addition, it shall include all materials supplied by other sources when these materials are normally supplied by the contractor.~~

~~REVISION OF ESTIMATED COST: The estimated cost shall be subject to review by the Building Official, and if the estimate does not reflect the true cost, it shall be revised and the applicant shall pay the fee based upon such revision. The Building Official and/or Fire Chief may revoke any permit issued containing false information regarding the value of the work authorized by said permit. If the actual cost exceeds the estimated by five hundred dollars (\$500.00) or more, the applicant shall report within thirty (30) days after completion of this job, the actual cost to the Inspections Department and the fee shall be revised and the applicant shall pay a fee computed on the basis of the actual cost. A copy of the contract may be required to verify the value.~~

PLAN REVIEW FEES

~~When submittal documents are required by the Building Code, a plan review fee may be required at the time of submitting the documents for plan review. Said plan review fee shall be 65 percent of the building permit fee. The plan review fee for similar buildings shall not exceed 25 percent of the normal building permit fee.~~

~~Plan review fees for public buildings and state licensed facilities will have a minimum fee collected of \$300.00~~

~~The plan review fees specified in this subsection are separate fees from the building permit fees specified above and are in addition to the building permit fees.~~

~~When submittal documents are incomplete or changed so as to require additional plan review or when the project involves deferred submittal items, an additional plan review fee shall be charged as required by the Building Code.~~

WORK COMMENCING BEFORE PERMIT ISSUANCE

If work for which a permit is required by the code has been commenced without first obtaining a permit, a special investigation shall be made before a permit may be issued for the work. An investigation fee equal to the permit fee shall be collected and is in addition to the required permit fees.

LICENSE VERIFICATION FEE

A surcharge of \$5.00 shall be added to all residential building permits when performed by state-licensed residential building contractors and remodelers, and residential roofers. This fee will be in addition to the Building Permit and Plan Check fees.

MECHANICAL PERMIT FEE SCHEDULE

FEES REQUIRED

The Building Official, before issuing any permit for the construction, installation, alteration, addition or repair of any furnace, boiler, heating or power plant or system, or any device or equipment connected therewith, or for any other device connected, or to be connected, with any chimney or stack, or for the construction, installation, alteration, addition or repair of any air conditioning or ventilation system or sheet metal ductwork or piping system or equipment connected therewith, shall require the payment by the applicant for such permit of the fees or fees in the amount herein provided.

<u>Total Value</u>	<u>Fee</u>
\$2,000	\$125.00 Minimum
\$2,001 to \$25,000	\$125.00 for the first \$2,000 plus \$16.55 for each additional \$1,000 or fraction thereof, to and including \$25,000
\$25,001 to \$50,000	\$505.65 for the first \$25,000 plus \$12 for each additional \$1,000 or fraction thereof, to and including \$50,000
\$50,001 – \$100,000	\$805.65 for the first \$50,000 plus \$8.45 for each additional \$1,000 or fraction thereof, to and including \$100,000
\$100,001 – \$500,000	\$1,288.15 for the first \$100,00 plus \$6.75 for each additional \$1,000 or fraction thereof, to and including \$500,000
\$500,001 to \$1,000,000	\$3,928.15 for the first \$500,000 plus \$5.50 for each additional \$1,000 or fraction thereof, to and including \$1,000,000
\$1,000,001 and up	\$6,678.15 for the first \$1,000,000 plus \$4.50 for each additional \$1,000 or fraction thereof

- (a) — The cost of installations, alteration, additions, or repairs shall include all labor and materials supplied by the contractor. In addition, it shall include all materials supplied by other sources when the contractor normally supplies these materials.
- (b) — REVISION OF ESTIMATED COST: The estimated cost shall be subject to review by the Building Official, and if the estimate does not reflect the true cost, it shall be revised and the applicant shall pay the fee based upon such revision. The Building Official may revoke any permit issued containing false information regarding the value of the work authorized by said permit pursuant to Section 89.150 of this Code. If the actual cost exceeds the estimated by five hundred dollars (\$500) or more, the applicant shall report within thirty (30) days after the completion of this job, the actual cost to the Inspections Department and the fee shall be revised and the applicant shall pay a fee computed on the basis of the actual cost.
- (c) — A copy of the contract must accompany all commercial permit applications.

PLAN REVIEW FEES

~~When submittal documents are required by the code, a plan review fee may be required at the time of submitting the documents for plan review. Said plan review fee shall be 65 percent of the mechanical permit fee, with a minimum fee of \$300 to be collected.~~

~~The plan review fees specified in this subsection are separate fees from the permit fees specified above and are in addition to the permit fees.~~

~~When submittal documents are incomplete or changed so as to require additional plan review or when the project involves deferred submittal items, an additional plan review fee may be charged.~~

WORK COMMENCING BEFORE PERMIT ISSUANCE

~~If work for which a permit is required by the code has been commenced without first obtaining a permit, a special investigation shall be made before a permit may be issued for the work. An investigation fee equal to the permit fee shall be collected and is in addition to the required permit fees.~~

SIGN FEES

SIGN PERMIT FEES SHALL BE:

\$125.00	Permanent Signs
\$125.00	Temporary Signs
\$250.00	Special Signs once annually
\$500.00	Special Signs more than once annually

Street Spanning Banner Signs Per Installation below**

PLAN REVIEW FEES

When submittal documents are required by the code, a plan review fee may be required at the time of submitting the documents for plan review. Said plan review fee shall be 65 percent of the sign permit fee.

The plan review fees specified in this subsection are separate fees from the permit fees specified above and are in addition to the permit fees.

When submittal documents are incomplete or changed so as to require additional plan review or when the project involves deferred submittal items, an additional plan review fee may be charged.

WORK COMMENCING BEFORE PERMIT ISSUANCE

If work for which a permit is required by the code has been commenced without first obtaining a permit, a special investigation shall be made before a permit may be issued for the work. An investigation fee equal to the permit fee shall be collected and is in addition to the required permit fees.

****Street Spanning Banners – City code 410.11, Subd 14**

\$125 permit fee for use of wires for one double sided banner per occasion for banners delivered including necessary hardware connections. Those Community Groups who have contributed a minimum of \$750 for installation of the Banner wires on West Broadway shall be exempt from this fee. A fee to cover the charge for hardware needed for installation of the sign not supplied with the sign will be charged at cost.

Liability Insurance

Not required

\$50 late fee for those delivering banners after noon Friday

PARK, COMMUNITY GYMS AND FITNESS CENTER FACILITIES

- Local Youth Associations may reserve shelter building or picnic shelter for meetings or association level special events free of charge. Additional fees for extra services or features will be charged.
- ~~50% reduction in fee for local youth associations to use synthetic turf fields in March or April, if grass fields are not available.~~
- Reduced rates are available for long term rentals of a minimum of 10 times by individuals or local associations. (10% reduction on total rental. Must be reserved on the same permit.)
- Clean-up/Damage deposit for use is \$250 unless otherwise noted.
- Additional deposits may be required as noted below.
- Liability insurance may be required based on activity and facility being used.
- Permit required for any gathering of 25 or more people according to City ordinance 815.05
- Set up time must be included in rental hours.
- Picnic Shelters are available in 2 hour increments.
- Special requests requiring staff overtime will be billed at current rates.
- Additional portable restroom requests will be billed at current rates or supplied by renter with locations approved by staff.
- Rates include taxes.

	Applicant	Local Youth Associations
Shelter Building	\$35 \$30 /hour-2 hour minimum	\$0
Clean up/Damage Deposit	\$250	\$500
Picnic Shelter (LVT)	<u>\$25/hour-2 hour minimum</u>	\$0
Clean up/Damage Deposit	<u>\$250</u>	
Picnic Shelter (other shelters)	\$20/hr-2 hour minimum	\$0
Beer/Wine permit with Picnic reservation (City Code 815.03)	\$50	\$50
		\$100

Tennis/Horseshoe Courts	\$25/hour	N/A
Ice Rinks	\$25/hour	N/A
Open Park Area* for less than 50 people	\$25/hour	\$0
Open Park Area* for 50-500 people		\$0
* Area to be specified on request and approved by staff		
Large Multi-Sport Field (LVT,)	\$30/hour	\$5/hr
All Star Field	\$40/hour	\$5/hr (from \$10)
Baseball Field-no prep	\$25/hour	\$5/hr (from \$0)
Diamond game prep <i>during regular working hours in addition to rental fees</i>	\$50 per time (from \$40)	\$35 per time (from \$25)
Lights	\$15 per hour	\$12 per hour
Canoe/Kayak Rack Rental	\$50 (May 1 -Oct 15)	N/A
Portable Recreation Feature**	\$50/feature	
Deposit for features	\$500/feature up to \$1500	
**Portable Recreation Feature includes, but not limited to, inflatables, stages, dunk tanks, rides, climbing wall, mechanical games.		

	Applicant		Local Youth Association
RCGFC Gym	\$45-per hour per gym		\$30 per hour per gym
Deposit			
Fitness Center	\$100 per hour		\$35/hour with coach supervision required
Deposit	\$500		
Supervisor***	\$25 per hour		\$25 per hour
*** No Supervisor fee charged during normal business hours.			

Resident rates for RCGFC may apply for Robbinsdale Area School District residents.

CONDUIT DEBT ISSUANCE FEE SCHEDULE**CONDUIT DEBT PURPOSE**

Periodically, qualified organizations will approach the City to issue tax-exempt debt through the City for the purchase of qualified equipment or the development, construction, or remodeling of facilities. The City is able to issue this debt to qualified organizations as authorized by applicable Minnesota Statutes and Federal Income Tax Law. The debt is issued in the City's name and reported within the City's Comprehensive Annual Financial Report. The City has a practice of charging a fee to qualified organizations who issue this type of debt through the City.

FEE SCHEDULE

New debt issuance fees:

0.5% of the initial amount of bonds being issued, due upon issuance.

0.5% of the initial amount of bonds being issued, due on first anniversary after the issuance of the bonds.

0.125% of the outstanding principle of the bonds, due annually until the bonds have been retired.

Refinancing issuance fees (periodically, an organization that issued bonds previously may desire to refund the old bonds and issue new bonds in their place):

0.125% of the initial amount of bonds being issued, due upon issuance.

0.125% of the outstanding principle of the bonds, due annually until the bonds have been retired.

JOINT POWERS FEES

An organization within Robbinsdale may desire to finance projects at facilities it owns within Robbinsdale by issuing bonds through another city. This requires the City Council to give host city approval and/or enter into a Joint Powers Agreement with the other city. Under this circumstance, the debt issuance fees would be the same as listed in the fee schedule above with the caveat that the fees would only pertain to the amount of bonds being issued related to projects being completed within the City of Robbinsdale.

When there is a reissuance or a refinancing, and the qualified organization did not previously pay all of the new debt issuance fees listed above, the qualified organization shall pay the new debt issuance fees listed above excluding any fees previously paid to the City of Robbinsdale.

RENTAL LICENSE INSPECTION FEES
City Code Section 425.31

Base Rental License Fees – includes routine bi-annual inspection and one return visit to verify required corrections have been made. Additional inspections required because work has not been completed or units are not available for inspection at scheduled times may be subject to additional charges as described below.

An escalating license fee will apply when a rental property owner fails to apply for or comply with the requirements allowing for issuance of a rental license:

Term: Bi-annual

	Base License Fee as of the first working day in November	Received after ten working days in November	Received after twenty working days in November
Single Family or ½ duplex (when other side owner occupied)	\$200	\$225	\$325
Duplex or double bungalow (with one owner)	\$200 plus \$100 for 2 nd unit	\$325	\$425
Three unit dwelling	\$300 plus \$20 for each unit after 1 st 3 units	\$400	\$500
Townhomes (3 or more attached units)	\$200 plus \$100 for each unit more than one	\$225	\$325
Apartments (additional fire inspection fee if over 10 units)	\$300 including first 3 units plus \$20 per unit	\$400	\$500
Fire Inspection Fee	\$125 per structure		

Initial/Conversion Inspection Fee: \$750

Any existing single unit (home, apartment, or townhome) converted to rental use shall require a complete Housing Maintenance Code Inspection prior to occupancy. In addition, property owners or a locally designated manager must attend a training session (425.31, Subd 2) within 6 months of obtaining the rental license. The training shall review rental property regulations and owner obligations including, but not limited to, utility billing which can be assessed to the property and repeat nuisance call fees. Where the owner designates a local manager representative to the orientation meeting, written materials will be sent to the owner who must certify that the material has been read and understood. \$150 of this fee may be waived for property owners who have personally completed this orientation program within the previous 12 month period and who have had no reported nuisance problem with any other properties owned by the same owner in the City of Robbinsdale. Failure to complete the training within 6 months shall subject the owner to a service fee described below.

Change in Ownership Property Review Fee: \$500

When rental property ownership changes, a review of all of the previous rental licensing inspections and a walk through of the property will be conducted with the new owner. If this is the owner’s first rental property in Robbinsdale, staff will also review rental property regulations

and owner obligations including, but not limited to, utility billing which can be assessed to the property and repeat nuisance call fees. Where the owner designates a local manager representative to walk-thru the property and receive the information, written materials will be

sent to the owner who must certify that the material has been read and understood. \$150 of this fee may be waived for property owners who have personally completed an orientation program with the City of Robbinsdale within the previous 24 month period and who have had no reported nuisance problem with any other properties owned by the same owner in the City of Robbinsdale.

Service Fee for Failure to Attend Initial/Conversion Training or Crime Free Housing Training (Section 425.31, Subd 4)

\$100 for each month that training is not completed for a maximum of three months. If after 3 months (9 months after license issuance) the training has not been completed, the rental license(s) may be subject to suspension or revocation by the City Council.

Failure to Provide Copy of Lease Addendum \$100
 After one month, rental license is subject to suspension or revocation by the City Council.

Failure to Terminate Tenancy (425.32, Subd 5b) \$750
 For each month, after 3 months, the rental license is subject to suspension or revocation by the City Council.

Re-inspection Fees

\$125 for each unit requiring re-inspection for the second and each subsequent re-inspection visit necessitated by required repairs not being completed or access being denied. If the initial inspection has a series of deadlines, the initial re-inspection of each group of items would be covered in the base license fee.

Interim Inspection Fees:

\$125 for each visit required to inspect legitimate maintenance concerns reported by tenant, area resident, or observed by City Staff between the bi-annual licensing inspections.

Administrative Fees:

Surcharge for failure to schedule required inspection:

An administrative fee of \$100 will be assessed as a surcharge when a required inspection is 10 days past due and the owner or owner’s representative has not scheduled the appointment and staff is required to make this contact.

Appeal Fee \$30/ filing of an appeal to City Council on a HMC order.

**SCHEDULE OF OFFENSES AND FEES
ADMINISTRATIVE PENALTY SYSTEM**

General Rules of Administrative Fine System

1. Each day a violation exists constitutes a separate offence. (117.01, subd 4A)
2. Fees are due to the City within 10 days of the date of the citation. (117.01, subd 5B)
3. A late payment charge of 10% of the fine amount, with a minimum of \$15, is required if not paid within 10 days from the date of the citation. (117.01, subd 10D)
4. City may collect unpaid fines by a special assessment to the property when the violation can be identified to a property. (117.01, subd 10 A&B)
5. Failure to pay a fine or request a hearing is punishable by criminal penalties. (117.01, subd 11)
6. Appeal hearings can be scheduled. Hearing officers will not be city employees and will be selected from a list of qualified individuals. (117.01, subd 6 & 7)

Level One Violations \$50.00

- Minor or incidental inappropriate garbage/recycling/yard waste management including, but not limited to, garbage placed for pick up without stickers, garbage containers not properly stored between collection dates, improper use of carts, use of extra carts not being billed.
- Inoperable vehicle on property, inoperable vehicle being used as storage (*inoperable vehicle includes those vehicles with tabs 90 days past due).
- Local parking violations including, but not limited to, vehicle parked on grass, violation of permit parking restrictions, snow emergency violations, inappropriate RV storage.
- Animal issues including, but not limited to, barking dogs, unlicensed animal (under owner's control), excessive feces on the yard.
- Property condition including, but not limited to, tall grass, vegetation overflowing alley, adjacent public sidewalk not shoveled, minor exterior storage (junk in the yard or along alley).
- Loud parties, recreational fire violations.
- False alarms each false alarm for the 4th –6th occurrence in a calendar year.

Level Two Violations \$100.00

- Local parking violations including, but not limited to, parking in fire lanes, blocking access.
- Property maintenance violations including, but not limited to, peeling paint, eaves hanging, doors delaminated, fences collapsing.
- City code violations (not listed elsewhere) designated as a misdemeanor or petty misdemeanor, including Chapter 5–Zoning code. Includes erosion control, sight triangle violations, setback encroachments, excessively bright lights, bus idling, being in parks after hours.
- Animals at large (licensed), failure to follow restrictions for potentially dangerous animals.
- Failing to collect and remove animal feces from public property (including Parks and Right-of-Way) and on other persons property.
- False alarms each false alarm for the 7th – 10th occurrence in a calendar year.
- Sign regulation violations, unpermitted exterior display of merchandise.
- Missing address numbers visible from the street or alley.

Level Three Violations \$150.00

- Unlicensed animal at large.
- False alarms each false alarm for the 11th –15th occurrence in a calendar year.

Level Four Violations \$200.00

- False alarms each false alarm in excess of 15 occurrences in a calendar year.

Level Five Violations \$400.00

The violation is a major infraction that involves unsafe conditions, constitutes a blighting influence on surrounding properties or neighborhood, involves neglect of property maintenance, or endangers life or property, supported by the enforcement officer's written justification.

- Failure to obtain a required permit or license (not listed elsewhere), includes rental without a license and creation of a 2nd dwelling unit in a structure without zoning approval
- Failure to maintain or violation of a condition of approval for a conditional use permit, Home occupation violations.
- Excessive or habitual accumulations of garbage, rubbish or exterior storage of materials unrelated to a lawfully permitted construction or remodeling project.
- Unpermitted use of street right-of-way or boulevard encroachments.
- Illegal occupancy of a basement, attic or other room with inadequate egress for sleeping purposes.
- Violation of the prohibition on providing conversion therapy to a minor or vulnerable adult, or any other violation of Section 2050 of the City Code

Violation for Excessive Repeat Nuisance Service Calls:

- \$500 for the 4th Repeat Nuisance Service Call in 730 days
- \$500 for the 5th Repeat Nuisance Service Call in 730 days
- \$1000 for the 6th Repeat Nuisance Service Call in 730 days
- \$1500 for the 7th Repeat Nuisance Service Call in 730 days
- \$2000 for each Repeat Nuisance Service Call in excess of 7 occurrences in 730 days

Disorderly House

- \$2000 for conviction under Minnesota Statutes Section 609.33

Repeat Violations

Repeat violations occurring within 12 months are subject to double fees. Said violations are a new case involving the same violation (i.e. a second offence parking in a fire lane). Repeat violations are distinguished from continuing violations. Double fees do not apply to false alarms. Subsequent repeat violations occurring within 12 months are subject to a doubling of the preceding penalty.

Continuing Violations

When situations which are subject to an administrative citation continue without resolution for more than a month despite repeat citations, an officer may issue a citation with a fee doubling the preceding penalty, not to exceed \$2000.

Hearing Officer ability to adjust fees for continuing violations

In cases involving continuing violations, the hearing officer may adjust and impose a fee for each day the violation continues, not to exceed \$2,000 per violation per day; unless city code specifies differently, i.e. max erosion control \$300/day.

Fees Payable to Hearing Officers:

Fees paid to hearing officer: The fee will be \$150 as a maximum charge for up to two consecutive hearings. Additional consecutive hearings would be \$75 each.

Hearing Request fee:

Hearing Request Deposit fee: \$25 is due along with the appeal form. The fee is refundable as provided in the hearing officer's decision. In cases where a violation was found to have occurred, the hearing officer may apply the refund towards the citation payment as provided in the hearing officer's decision.

Special Assessment Charge:

A special assessment charge of \$50- will be added for unpaid fine amounts that are specially assessed.

EV CHARGING

Dual-port Level 3 direct current electric vehicle fast charging station at Robbinsdale City Hall is intended to be available for public use.

Connection Fee (per connection)	\$1.00
Charging Rate (per kWh)	\$0.75
Idle Time Rate (per hour) (kicks in 15 minutes after vehicle is fully charged)	\$1.00



TO: Mayor and City Council
PREPARED BY: Chase Peterson-Etem, Assistant City Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: November 18, 2025
RE: Voucher Requests Pending Approval for Disbursement

Background:

The check register dated 11/18/25 reflects the voucher requests pending approval for disbursement.

The check register dated 11/5/25 through 11/18/25 is a list of vouchers requiring payment for city funds, Deputy Registrar, liquor, and miscellaneous purchases. The payments are required prior to the next Council meeting.

Analysis:

None

Recommendation:

By motion, approve disbursement requests for the period ending 11/18/25.

Attachments:

1. Disbursement Report

INVOICE DISTRIBUTION REPORT FOR ROBBINSDALE

EXP CHECK RUN DATES 11/07/2025 - 11/20/2025

POSTED
OPEN AND PAID

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Check: 1453					
6000-6005-6720.00000	SERVICE CHARGES	INVOICE CLOUD	OCTOBER 2025 IC PAYMENT TRANS FEES	198.65	1453
6100-6105-6720.00000	SERVICE CHARGES	INVOICE CLOUD	OCTOBER 2025 IC PAYMENT TRANS FEES	235.44	1453
6200-6205-6720.00000	SERVICE CHARGES	INVOICE CLOUD	OCTOBER 2025 IC PAYMENT TRANS FEES	117.72	1453
6300-6305-6720.00000	SERVICE CHARGES	INVOICE CLOUD	OCTOBER 2025 IC PAYMENT TRANS FEES	183.94	1453
8900-8900-6720.00000	SERVICE CHARGES	INVOICE CLOUD	OCTOBER 2025 IC PAYMENT TRANS FEES	160.75	1453
Total Check 1453:				896.50	
Check: 1454					
6400-0000-1410.00000	LIQUOR INVENTORY	CAPITOL BEVERAGE SALES LP	LIQUOR	584.50	1454
6400-0000-1415.00000	WINE INVENTORY	CAPITOL BEVERAGE SALES LP	BEER & WINE	33.60	1454
6400-0000-1420.00000	BEER INVENTORY	CAPITOL BEVERAGE SALES LP	BEER & WINE	154.80	1454
6400-0000-1420.00000	BEER INVENTORY	CAPITOL BEVERAGE SALES LP	BEER & MISC INVENTORY	4,286.65	1454
6400-0000-1425.00000	MISCELLANEOUS INVENTORY	CAPITOL BEVERAGE SALES LP	BEER & MISC INVENTORY	104.50	1454
Total Check 1454:				5,164.05	
Check: 1455					
1000-1390-6410.00000	GAS SERVICE	CENTERPOINT ENERGY MINNEGA	4915 42ND/4101 HUBBARD/4100 LAKEVIEW/	41.28	1455
1000-1565-6410.00000-00001522	GAS SERVICE	CENTERPOINT ENERGY MINNEGA	4001 NOBLE/4236 DREW/3129 ABBOTT: /4/	24.34	1455
1000-1565-6410.00000-00001528	GAS SERVICE	CENTERPOINT ENERGY MINNEGA	4001 NOBLE/4236 DREW/3129 ABBOTT: /4/	20.01	1455
1000-1565-6410.00000-00001538	GAS SERVICE	CENTERPOINT ENERGY MINNEGA	4001 NOBLE/4236 DREW/3129 ABBOTT: /4/	9.98	1455
7000-7005-6410.00000	GAS SERVICE	CENTERPOINT ENERGY MINNEGA	4915 42ND/4101 HUBBARD/4100 LAKEVIEW/	94.54	1455
7100-7115-6410.00000	GAS SERVICE	CENTERPOINT ENERGY MINNEGA	4915 42ND/4101 HUBBARD/4100 LAKEVIEW/	203.00	1455
7100-7115-6410.00000	GAS SERVICE	CENTERPOINT ENERGY MINNEGA	4915 42ND/4101 HUBBARD/4100 LAKEVIEW/	117.48	1455
Total Check 1455:				510.63	
Check: 1456					
1000-1235-6405.00000	ELECTRIC SERVICE	XCEL ENERGY	EMERGENCY SIREN - 10/1/25-10/31/25	1.76	1456
1000-1235-6405.00000	ELECTRIC SERVICE	XCEL ENERGY	9/2/25-10/2/25 READ DATES	1.35	1456
1000-1565-6405.00000	ELECTRIC SERVICE	XCEL ENERGY	9/2/25-10/2/25 READ DATES	88.00	1456
1000-1625-6405.00000	ELECTRIC SERVICE	XCEL ENERGY	9/2/25-10/2/25 READ DATES	630.17	1456
1000-1635-6405.00000	ELECTRIC SERVICE	XCEL ENERGY	9/2/25-10/2/25 READ DATES	1,142.75	1456
6000-6020-6405.00000	ELECTRIC SERVICE-PAST DUE	XCEL ENERGY	4360 WEST BROADWAY: 10/1/25-10/30/25	226.55	1456
6000-6020-6405.00000	ELECTRIC SERVICE	XCEL ENERGY	4360 WEST BROADWAY: 10/1/25-10/30/25	202.15	1456
6000-6020-6405.00000	ELECTRIC SERVICE	XCEL ENERGY	9/2/25-10/2/25 READ DATES	62.62	1456
6100-6110-6405.00000	ELECTRIC SERVICE	XCEL ENERGY	3801 TOLEDO AVE N: 10/1/25-10/30/25	53.95	1456
6100-6110-6405.00000	ELECTRIC SERVICE	XCEL ENERGY	9/2/25-10/2/25 READ DATES	125.72	1456
6400-6405-6405.00000	ELECTRIC SERVICE	XCEL ENERGY	9/2/25-10/2/25 READ DATES	1,897.08	1456
7100-7115-6405.00000	ELECTRIC SERVICE	XCEL ENERGY	9/2/25-10/2/25 READ DATES	1,571.47	1456
7100-7115-6405.00000	ELECTRIC SERVICE	XCEL ENERGY	9/5/25-10/2/25 - 4100 LAKEVIEW - BAL	450.64	1456
Total Check 1456:				6,454.21	
Check: 1460					
6400-0000-1410.00000	LIQUOR INVENTORY	CAPITOL BEVERAGE SALES LP	LIQUOR	1,737.95	1460
6400-0000-1410.00000	LIQUOR INVENTORY	CAPITOL BEVERAGE SALES LP	LIQUOR	1,461.25	1460
6400-0000-1415.00000	WINE INVENTORY	CAPITOL BEVERAGE SALES LP	BEER & WINE	33.60	1460
6400-0000-1415.00000	WINE INVENTORY	CAPITOL BEVERAGE SALES LP	BEER & WINE	67.20	1460
6400-0000-1420.00000	BEER INVENTORY	CAPITOL BEVERAGE SALES LP	BEER & MISC INVENTORY	9,471.05	1460
6400-0000-1420.00000	BEER INVENTORY	CAPITOL BEVERAGE SALES LP	BEER & WINE	329.60	1460
6400-0000-1420.00000	BEER INVENTORY	CAPITOL BEVERAGE SALES LP	BEER & MISC INVENTORY	4,761.90	1460
6400-0000-1420.00000	BEER INVENTORY	CAPITOL BEVERAGE SALES LP	BEER & WINE	277.40	1460
6400-0000-1425.00000	MISCELLANEOUS INVENTORY	CAPITOL BEVERAGE SALES LP	BEER & MISC INVENTORY	137.00	1460
6400-0000-1425.00000	MISCELLANEOUS INVENTORY	CAPITOL BEVERAGE SALES LP	BEER & MISC INVENTORY	102.50	1460

INVOICE DISTRIBUTION REPORT FOR ROBBINSDALE

EXP CHECK RUN DATES 11/07/2025 - 11/20/2025

POSTED
OPEN AND PAID

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Check: 1460					
				Total Check 1460:	18,379.45
Check: 1461					
6000-6020-6410.00000	GAS SERVICE	CENTERPOINT ENERGY MINNEGA	3648 LEE WTP: 10/3/25-11/3/25	2,383.45	1461
6000-6020-6410.00000	GAS SERVICE	CENTERPOINT ENERGY MINNEGA	3701 LOWRY: 10/2/25-10/31/25	35.91	1461
				Total Check 1461:	2,419.36
Check: 1462					
6100-6105-6704.00000	GOPHER STATE ONE CALL	GOPHER STATE ONE INC	OCTOBER 2025 TICKETS	243.00	1462
				Total Check 1462:	243.00
Check: 1465					
7100-7115-6416.00000	SOLAR ENERGY SERVICE	POTENTIA MN SOLAR FUND 1,	WRIGHT CUDDYER 1- ERNST: JUNE 2025 9/	674.71	1465
7100-7115-6416.00000	SOLAR ENERGY SERVICE	POTENTIA MN SOLAR FUND 1,	WRIGHT CUDDYER 2- ERNST: JUNE 2025 9/	717.97	1465
7100-7115-6416.00000	SOLAR ENERGY SERVICE	POTENTIA MN SOLAR FUND 1,	WRIGHT CUDDYER 3- ERNST: JUNE 2025 9/	686.87	1465
7100-7115-6416.00000	SOLAR ENERGY SERVICE	POTENTIA MN SOLAR FUND 1,	WRIGHT CUDDYER 4- ERNST: JUNE 2025 9/	746.24	1465
				Total Check 1465:	2,825.79
Check: 1466					
1000-1030-6376.00000	CELLULAR PHONE / PAGING	SANDVIK, TIM	OCT 2025 - CELL PHONE REIMBURSEMENT	55.00	1466
				Total Check 1466:	55.00
Check: 1468					
6200-0000-1510.00000	PREPAID ITEMS	US BANK TRUST NATIONAL ASS	CITY OF ROBBINSDALE, MN GENERAL OBLIG	16.00	1468
6200-6220-7042.00000	DEBT ISSUANCE COSTS	US BANK TRUST NATIONAL ASS	CITY OF ROBBINSDALE, MN GENERAL OBLIG	5.34	1468
7100-0000-1510.00000	PREPAID ITEMS	US BANK TRUST NATIONAL ASS	CITY OF ROBBINSDALE, MN GENERAL OBLIG	55.45	1468
7100-7115-7042.00000	DEBT ISSUANCE COSTS	US BANK TRUST NATIONAL ASS	CITY OF ROBBINSDALE, MN GENERAL OBLIG	18.48	1468
				Total Check 1468:	95.27
Check: 1470					
1000-1235-6405.00000	ELECTRIC SERVICE	XCEL ENERGY	3600 W BROADWAY + PREMISES: 10/2/25-1	10.24	1470
1000-1235-6405.00000	ELECTRIC SERVICE	XCEL ENERGY	4100 LAKEVIEW CITY HALL + PREMISES: 1	2.29	1470
1000-1565-6405.00000	ELECTRIC SERVICE	XCEL ENERGY	3600 W BROADWAY + PREMISES: 10/2/25-1	23.48	1470
1000-1565-6405.00000	ELECTRIC SERVICE	XCEL ENERGY	4100 LAKEVIEW CITY HALL + PREMISES: 1	1.97	1470
1000-1625-6405.00000	ELECTRIC SERVICE	XCEL ENERGY	3600 W BROADWAY + PREMISES: 10/2/25-1	409.79	1470
1000-1635-6405.00000	ELECTRIC SERVICE	XCEL ENERGY	3505 BOTTINEAU BLVD 10/02/25-11/02/25	55.79	1470
1000-1635-6405.00000	ELECTRIC SERVICE	XCEL ENERGY	3505 BOTTINEAU BLVD 10/02/25-11/02/25	60.25	1470
1000-1635-6405.00000	ELECTRIC SERVICE	XCEL ENERGY	4003 NOBLE AVE N: 10/2/25-10/30/25	51.91	1470
1000-1635-6405.00000	ELECTRIC SERVICE	XCEL ENERGY	4003 NOBLE AVE N: 10/2/25-10/30/25	58.04	1470
1000-1635-6405.00000	ELECTRIC SERVICE	XCEL ENERGY	3642 FRANCE/ 3750 WEST BROADWAY & 392	131.00	1470
1000-1635-6405.00000	ELECTRIC SERVICE	XCEL ENERGY	3642 FRANCE/ 3750 WEST BROADWAY & 392	116.56	1470
1000-1635-6405.00000	ELECTRIC SERVICE	XCEL ENERGY	3600 W BROADWAY + PREMISES: 10/2/25-1	4,423.59	1470
1000-1635-6405.00000	ELECTRIC SERVICE	XCEL ENERGY	4100 LAKEVIEW CITY HALL + PREMISES: 1	968.14	1470
6100-6110-6405.00000	ELECTRIC SERVICE	XCEL ENERGY	5115 38TH AVE N: 10/6/25-10/30/25	1,109.61	1470
6100-6110-6405.00000	ELECTRIC SERVICE	XCEL ENERGY	5115 38TH AVE N: 10/6/25-10/30/25	135.51	1470
7100-7115-6405.00000	ELECTRIC SERVICE	XCEL ENERGY	4100 LAKEVIEW CITY HALL + PREMISES: 1	437.18	1470
				Total Check 1470:	7,995.35
Check: 222056					
1000-1569-6338.00000	RENTALS/LEASES	A1 RENT IT	SOD CUTTER 12", GAS - 1712 - RETURNED	139.97	222056
				Total Check 222056:	139.97
Check: 222057					

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GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Check: 222057					
7100-7115-6336.00000	OTHER CONTRACTS	ADAM'S PEST CONTROL INC	CIVIC CENTER PREVENTION PLUS SERVICE	63.60	222057
			Total Check 222057:	<u>63.60</u>	
Check: 222058					
1000-1260-6214.00000	OPERATING SUPPLIES	ALMSTED'S FRESH MARKET	2 CARTONS OF MEDIUM SIZE EGGS - EXTRI	5.98	222058
			Total Check 222058:	<u>5.98</u>	
Check: 222059					
6400-0000-1410.00000	LIQUOR INVENTORY	BELLBOY CORP	LIQUOR	1,849.65	222059
6400-0000-1425.00000	MISCELLANEOUS INVENTORY	BELLBOY CORP	MISC INVENTORY & SUPPLIES - BAGS	108.40	222059
6400-6405-6214.00000	OPERATING SUPPLIES	BELLBOY CORP	MISC INVENTORY & SUPPLIES - BAGS	226.00	222059
6400-6405-6378.00000	POSTAGE & SHIPPING	BELLBOY CORP	LIQUOR	28.00	222059
6400-6405-6378.00000	POSTAGE & SHIPPING	BELLBOY CORP	MISC INVENTORY & SUPPLIES - BAGS	7.56	222059
			Total Check 222059:	<u>2,219.61</u>	
Check: 222060					
1000-1370-6336.00000	OTHER CONTRACTS	BLUE RIBBON PRUNING LLC	(2) ASH TREES ON BLVD / DEADWOOD PRUN	500.00	222060
			Total Check 222060:	<u>500.00</u>	
Check: 222061					
6400-0000-1410.00000	LIQUOR INVENTORY	BREAKTHRU BEVERAGE MINNESO	LIQUOR	1,035.24	222061
6400-0000-1410.00000	LIQUOR INVENTORY	BREAKTHRU BEVERAGE MINNESO	LIQUOR	886.23	222061
6400-0000-1415.00000	WINE INVENTORY	BREAKTHRU BEVERAGE MINNESO	WINE	1,184.00	222061
6400-0000-1420.00000	BEER INVENTORY	BREAKTHRU BEVERAGE MINNESO	BEER	11,103.40	222061
6400-0000-1425.00000	MISCELLANEOUS INVENTORY	BREAKTHRU BEVERAGE MINNESO	MISC INVENTORY	128.00	222061
6400-0000-1425.00000	MISCELLANEOUS INVENTORY	BREAKTHRU BEVERAGE MINNESO	MISC INVENTORY	204.05	222061
6400-6405-6378.00000	POSTAGE & SHIPPING	BREAKTHRU BEVERAGE MINNESO	WINE	15.95	222061
6400-6405-6378.00000	POSTAGE & SHIPPING	BREAKTHRU BEVERAGE MINNESO	MISC INVENTORY	7.25	222061
6400-6405-6378.00000	POSTAGE & SHIPPING	BREAKTHRU BEVERAGE MINNESO	LIQUOR	17.40	222061
			Total Check 222061:	<u>14,581.52</u>	
Check: 222062					
6400-6405-6344.00000	CLEANING SERVICES	CINTAS CORP	MATS SERVICE AT LIQUOR STORE 10/24/20	34.73	222062
7000-7005-6344.00000	CLEANING SERVICES	CINTAS CORP	SHOP TOWELS/FENDER COVER/LOCKER STAND	48.59	222062
7000-7005-6344.00000	CLEANING SERVICES	CINTAS CORP	SHOP TOWELS/FENDER COVER/LOCKER STAND	(0.97)	222062
7100-7115-6344.00000	CLEANING SERVICES	CINTAS CORP	MATS SERVICE @ POLICE DEPT 11/6/25	92.42	222062
7100-7115-6344.00000	CLEANING SERVICES	CINTAS CORP	MATS SERVICE @ POLICE DEPT 11/6/25	(1.85)	222062
			Total Check 222062:	<u>172.92</u>	
Check: 222063					
1000-1260-6332.00000	MAINTENANCE CONTRACTS	CLAREY'S SAFETY EQUIPMENT	MONTHLY AIR OMNITOR SERVICE CALIBRATI	150.00	222063
			Total Check 222063:	<u>150.00</u>	
Check: 222064					
6700-6705-6510.00000	MEETING / TRAVEL EXPENSE	COLEMAN, CHERISSE	OCTOBER 2025 - MILEAGE REIMBURSEMENT	71.40	222064
			Total check 222064:	<u>71.40</u>	
Check: 222065					
1000-1565-6340.00000	REPAIR & MAINTENANCE	COLLINS ELECTRICAL CONSTRU	4236 DREW AVE N - SANBORN PARK: LABOR	658.00	222065
6000-6020-6340.00000	REPAIR & MAINTENANCE	COLLINS ELECTRICAL CONSTRU	LABOR 4.50 HR - 11/04/2025	812.25	222065
			Total Check 222065:	<u>1,470.25</u>	

Check: 222066

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GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Check: 222066					
6000-6001-4702.00000	WATER USAGE CHARGE	CRYSTAL, CITY OF	4012 ADAIR AVE N 07/25/25-10/25/25 BI	172.45	222066
6000-6001-4702.00000	WATER USAGE CHARGE	CRYSTAL, CITY OF	4237 WELCOME AVE N 07/25/25-10/25/25	109.72	222066
6000-6001-4702.00000	WATER USAGE CHARGE	CRYSTAL, CITY OF	4233 WELCOME AVE N 07/25/25-10/25/25	99.96	222066
6000-6001-4702.00000	WATER USAGE CHARGE	CRYSTAL, CITY OF	4227 WELCOME AVE N 07/25/25-10/25/25	178.04	222066
6000-6001-4702.00000	WATER USAGE CHARGE	CRYSTAL, CITY OF	4213 WELCOME AVE N 07/25/25-10/25/25	80.44	222066
6000-6001-4702.00000	WATER USAGE CHARGE	CRYSTAL, CITY OF	4232 WELCOME AVE N 07/25/25-10/25/25	90.20	222066
6000-6001-4702.00000	WATER USAGE CHARGE	CRYSTAL, CITY OF	4234 WELCOME AVE N 07/25/25-10/25/25	80.44	222066
6000-6001-4702.00000	WATER USAGE CHARGE	CRYSTAL, CITY OF	4238 WELCOME AVE N 07/25/25-10/25/25	285.40	222066
6000-6001-4702.00000	WATER USAGE CHARGE	CRYSTAL, CITY OF	4226 XENIA AVE N 07/25/25-10/25/25 BI	256.12	222066
6000-6001-4702.00000	WATER USAGE CHARGE	CRYSTAL, CITY OF	4222 XENIA AVE N 07/25/25-10/25/25 BI	129.24	222066
6000-6001-4702.00000	WATER USAGE CHARGE	CRYSTAL, CITY OF	4216 XENIA AVE N 07/25/25-10/25/25 BI	109.72	222066
6000-6001-4702.00000	WATER USAGE CHARGE	CRYSTAL, CITY OF	4212 XENIA AVE N 07/25/25-10/25/25 BI	60.92	222066
6000-6001-4702.00000	WATER USAGE CHARGE	CRYSTAL, CITY OF	4225 XENIA AVE N 07/25/25-10/25/25 BI	178.04	222066
6000-6001-4702.00000	WATER USAGE CHARGE	CRYSTAL, CITY OF	5912 42ND AVE N 07/25/25-10/25/25 BIL	38.21	222066
6000-6001-4702.00000	WATER USAGE CHARGE	CRYSTAL, CITY OF	3812 ADAIR AVE N 07/25/25-10/25/25 BI	51.16	222066
			Total Check 222066:	1,920.06	
Check: 222067					
6400-6405-6214.00000	OPERATING SUPPLIES	CULLIGAN BOTTLED WATER	BOTTLED WATER SERVICE @ LIQUOR STORE	83.04	222067
			Total Check 222067:	83.04	
Check: 222068					
1000-1235-6340.00000	REPAIR & MAINTENANCE	EMBEDDED SYSTEMS INC	6 MONTH SIREN MAINTENANCE FEE-7/1/25-	599.64	222068
			Total Check 222068:	599.64	
Check: 222069					
6400-0000-1420.00000	BEER INVENTORY	FALLING KNIFE BREWING COMP BEER		213.00	222069
			Total Check 222069:	213.00	
Check: 222070					
1000-1260-6248.00000	OTHER CHEMICAL SUPPLIES	FES INC	SILVEX PLUS CLASS A FOAM CONCENTRATE	717.56	222070
			Total Check 222070:	717.56	
Check: 222071					
6400-0000-1430.00000	THC INVENTORY	GLOBAL RESERVE LLC	THC INVENTORY	733.66	222071
			Total Check 222071:	733.66	
Check: 222072					
1000-1200-6310.00000	PROFESSIONAL SERVICES	HENNEPIN COUNTY ACCOUNTS R	JCPP 3RD QUARTER 07/01/25-09/30/25:	9,140.36	222072
1000-1200-6702.00000	BOARD OF PRISONERS	HENNEPIN COUNTY ACCOUNTS R	HCSO JAIL PER DIEM & PROCESSING FEES:	2,526.28	222072
			Total Check 222072:	11,666.64	
Check: 222073					
1000-1571-6214.00000	OPERATING SUPPLIES	HLS OUTDOOR	FERTILIZER: SPV2017519 PN 22-00-04 RE	631.20	222073
			Total Check 222073:	631.20	
Check: 222074					
6400-0000-1420.00000	BEER INVENTORY	HOHENSTEINS, INC.	THC & BEER INVENTORY	1,848.50	222074
6400-0000-1430.00000	THC INVENTORY	HOHENSTEINS, INC.	THC & BEER INVENTORY	693.00	222074
			Total Check 222074:	2,541.50	
Check: 222075					
6000-6005-6378.00000	POSTAGE & SHIPPING	IMPACT MAILING	MAIL PREP/POSTAGE - UB FOLDING INSERT	970.46	222075

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GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Check: 222075					
6100-6105-6378.00000	POSTAGE & SHIPPING	IMPACT MAILING	MAIL PREP/POSTAGE - UB FOLDING INSERT	1,150.17	222075
6200-6205-6378.00000	POSTAGE & SHIPPING	IMPACT MAILING	MAIL PREP/POSTAGE - UB FOLDING INSERT	575.09	222075
6300-6305-6378.00000	POSTAGE & SHIPPING	IMPACT MAILING	MAIL PREP/POSTAGE - UB FOLDING INSERT	898.57	222075
				Total check 222075:	3,594.29
Check: 222076					
6400-0000-1410.00000	LIQUOR INVENTORY	JOHNSON BROTHERS LIQUOR CO	LIQUOR	1,744.00	222076
6400-0000-1410.00000	LIQUOR INVENTORY	JOHNSON BROTHERS LIQUOR CO	LIQUOR & WINE	2,737.83	222076
6400-0000-1410.00000	LIQUOR INVENTORY	JOHNSON BROTHERS LIQUOR CO	LIQUOR	3,513.90	222076
6400-0000-1415.00000	WINE INVENTORY	JOHNSON BROTHERS LIQUOR CO	LIQUOR & WINE	107.50	222076
6400-0000-1415.00000	WINE INVENTORY	JOHNSON BROTHERS LIQUOR CO	WINE	3,218.95	222076
6400-0000-1420.00000	BEER INVENTORY	JOHNSON BROTHERS LIQUOR CO	BEER	2,470.35	222076
6400-0000-1430.00000	THC INVENTORY	JOHNSON BROTHERS LIQUOR CO	THC INVENTORY	256.80	222076
6400-6405-6378.00000	POSTAGE & SHIPPING	JOHNSON BROTHERS LIQUOR CO	LIQUOR	28.32	222076
6400-6405-6378.00000	POSTAGE & SHIPPING	JOHNSON BROTHERS LIQUOR CO	LIQUOR & WINE	63.72	222076
6400-6405-6378.00000	POSTAGE & SHIPPING	JOHNSON BROTHERS LIQUOR CO	LIQUOR	37.17	222076
6400-6405-6378.00000	POSTAGE & SHIPPING	JOHNSON BROTHERS LIQUOR CO	WINE	95.58	222076
				Total check 222076:	14,274.12
Check: 222077					
1000-1020-6311.00000	LEGAL FEES - GENERAL COUNS	KENNEDY & GRAVEN, CHARTERE	GENERAL/GENERAL EMPLOYMENT & LABOR/CO	3,107.24	222077
				Total check 222077:	3,107.24
Check: 222078					
6000-6010-6340.00000	REPAIR & MAINTENANCE	KLEIN UNDERGROUND, LLC	ABBOTT & LAKELAND PO#: JOEL- SPOILS P	5,852.00	222078
				Total check 222078:	5,852.00
Check: 222079					
6700-6705-6510.00000	MEETING / TRAVEL EXPENSE	LENARZ, JEFF	OCTOBER 2025 - MILEAGE REIMBURSEMENT	98.00	222079
				Total check 222079:	98.00
Check: 222080					
6100-6115-6340.00000	REPAIR & MAINTENANCE	MACQUEEN EQUIPMENT GROUP	FILL HOSE HXX - ORDER# 063466 / PART#	282.54	222080
7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES	MACQUEEN EQUIPMENT GROUP	ORDER# 063123: PELICAN TUBE / PELICAN	755.04	222080
				Total check 222080:	1,037.58
Check: 222081					
7000-7010-6718.00000	LICENSES TAXES & FEES	MN DEPT OF LABOR AND INDUS	443712 PRESSURE VESSEL - 4601 TOLEDO	25.00	222081
7100-7115-6340.00000	REPAIR & MAINTENANCE	MN DEPT OF LABOR AND INDUS	ELV-01719 ELEVATOR ANNUAL OPER: 4101	145.00	222081
				Total check 222081:	170.00
Check: 222082					
1000-1500-6216.00000	CLOTHING & PERSONAL EQUIPM	NOKOMIS SHOE SHOP	TICKET#142062 - JAMES SCAREY/PARKS: S	154.95	222082
				Total check 222082:	154.95
Check: 222083					
7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES	O'REILLY AUTO PARTS	LEDMINI BULB - #3886	26.74	222083
7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES	O'REILLY AUTO PARTS	LEDMINI BULB - #3886	(0.53)	222083
7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES	O'REILLY AUTO PARTS	OIL FILTER - #205	71.30	222083
7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES	O'REILLY AUTO PARTS	OIL FILTER - #205	(1.43)	222083
7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES	O'REILLY AUTO PARTS	MICRO-V BELT #800	23.11	222083
7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES	O'REILLY AUTO PARTS	MICRO-V BELT #800	(0.46)	222083
7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES	O'REILLY AUTO PARTS	WIPER BLADE #806	22.94	222083

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GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Check: 222083					
7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES	O'REILLY AUTO PARTS	WIPER BLADE #806	(0.46)	222083
7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES	O'REILLY AUTO PARTS	RV ANTIFREEZE - #WINTERIZING EQUIPMEN	41.94	222083
7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES	O'REILLY AUTO PARTS	RV ANTIFREEZE - #WINTERIZING EQUIPMEN	(0.84)	222083
7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES	O'REILLY AUTO PARTS	OIL FILTER - #STOCK	47.48	222083
7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES	O'REILLY AUTO PARTS	OIL FILTER - #STOCK	(0.95)	222083
7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES	O'REILLY AUTO PARTS	WIPER BLADES - RETURNED/NO DISCOUNT T	89.90	222083
7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES	O'REILLY AUTO PARTS	CABIN FILTER BATTERY CORE CHARGE/CORE	239.29	222083
7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES	O'REILLY AUTO PARTS	CABIN FILTER BATTERY CORE CHARGE/CORE	(4.79)	222083
7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES	O'REILLY AUTO PARTS	NEW CV SHFT #810	166.23	222083
7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES	O'REILLY AUTO PARTS	NEW CV SHFT #810	(3.32)	222083
7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES	O'REILLY AUTO PARTS	WIPER BLADES - RETURN / CREDIT #STOC	(89.90)	222083
			Total Check 222083:	626.25	
Check: 222084					
1000-1200-6214.00000	OPERATING SUPPLIES	OFFICE DEPOT	COPY PAPER / POST IT NOTES / PASTEL G	119.54	222084
			Total Check 222084:	119.54	
Check: 222085					
6400-0000-1415.00000	WINE INVENTORY	PAUSTIS WINE COMPANY	WINE	1,295.00	222085
6400-6405-6378.00000	POSTAGE & SHIPPING	PAUSTIS WINE COMPANY	WINE	16.50	222085
			Total Check 222085:	1,311.50	
Check: 222086					
6400-0000-1410.00000	LIQUOR INVENTORY	PHILLIPS WINE & SPIRITS	LIQUOR	1,878.43	222086
6400-0000-1410.00000	LIQUOR INVENTORY	PHILLIPS WINE & SPIRITS	LIQUOR & WINE	60.45	222086
6400-0000-1410.00000	LIQUOR INVENTORY	PHILLIPS WINE & SPIRITS	LIQUOR	215.60	222086
6400-0000-1415.00000	WINE INVENTORY	PHILLIPS WINE & SPIRITS	LIQUOR & WINE	3,591.91	222086
6400-0000-1415.00000	WINE INVENTORY	PHILLIPS WINE & SPIRITS	WINE & MISC INVENTORY	24.75	222086
6400-0000-1425.00000	MISCELLANEOUS INVENTORY	PHILLIPS WINE & SPIRITS	WINE & MISC INVENTORY	297.11	222086
6400-6405-6378.00000	POSTAGE & SHIPPING	PHILLIPS WINE & SPIRITS	LIQUOR	28.32	222086
6400-6405-6378.00000	POSTAGE & SHIPPING	PHILLIPS WINE & SPIRITS	LIQUOR & WINE	127.00	222086
6400-6405-6378.00000	POSTAGE & SHIPPING	PHILLIPS WINE & SPIRITS	WINE & MISC INVENTORY	9.73	222086
			Total Check 222086:	6,233.30	
Check: 222087					
6000-6010-6340.00000	REPAIR & MAINTENANCE	PRECISION UTILITIES	3715 42ND AVE N - WATER SERVICE REPAI	5,635.00	222087
			Total Check 222087:	5,635.00	
Check: 222088					
5010-5010-6918.00000-00029625	PARK IMPROVMENTS	PREMIER POLYSTEEL	QUOTE 32066/SALES ORDER# 73136 CHAMPI	7,880.00	222088
			Total Check 222088:	7,880.00	
Check: 222089					
6100-6120-6922.00000-00062125	SANITARY SEWER COLLECTION	QUALITY FLOW SYSTEMS, INC.	PROJECT# 621 - ZIMMERLIFT	34,509.00	222089
			Total Check 222089:	34,509.00	
Check: 222090					
7100-7105-6336.00000	OTHER CONTRACTS	SAFEASSURE CONSULTANTS INC	SAFETY TRAINING	9,603.79	222090
			Total Check 222090:	9,603.79	
Check: 222091					
1000-1567-6214.00000	OPERATING SUPPLIES	SCOTT WELLE	REIMBURSEMENT FOR PUBLIC WORKS PURCHA	229.38	222091
1000-1567-6214.00000	OPERATING SUPPLIES	SCOTT WELLE	REIMBURSEMENT FOR PUBLIC WORKS PURCHA	(22.38)	222091

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GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Check: 222091				Total Check 222091:	207.00
Check: 222092					
6400-0000-1425.00000	MISCELLANEOUS INVENTORY	SHAMROCK GROUP INC	MISC INVENTEORY	72.50	222092
6400-6405-6378.00000	POSTAGE & SHIPPING	SHAMROCK GROUP INC	MISC INVENTEORY	4.00	222092
				Total Check 222092:	76.50
Check: 222093					
6200-6220-6334.00000-00073225	CONSTRUCTION CONTRACTS	SM HENTGES & SON, INC.	CHOWEN AVENUE TRUNK STORM SEWER LINE	65,671.60	222093
				Total Check 222093:	65,671.60
Check: 222094					
6400-0000-1410.00000	LIQUOR INVENTORY	SOUTHERN WINE & SPIRITS OF LIQUOR		9,613.28	222094
6400-0000-1415.00000	WINE INVENTORY	SOUTHERN WINE & SPIRITS OF WINE		1,059.98	222094
6400-6405-6378.00000	POSTAGE & SHIPPING	SOUTHERN WINE & SPIRITS OF LIQUOR INVENTORY/NO COST - FREIGHT CH		0.21	222094
6400-6405-6378.00000	POSTAGE & SHIPPING	SOUTHERN WINE & SPIRITS OF LIQUOR		90.87	222094
6400-6405-6378.00000	POSTAGE & SHIPPING	SOUTHERN WINE & SPIRITS OF WINE		14.51	222094
				Total Check 222094:	10,778.85
Check: 222095					
7000-7010-6342.00000	DUMP CHARGES	SUN AUTO TIRE & SERVICE IN TIRE DISPOSAL FEE - 10/27/2025		57.50	222095
7000-7010-6342.00000	DUMP CHARGES	SUN AUTO TIRE & SERVICE IN TIRE DISPOSAL - 11/4/25		30.00	222095
				Total Check 222095:	87.50
Check: 222096					
7000-7010-6340.00000	REPAIR & MAINTENANCE	SUPERIOR FORD INC	#809 2022 FORD EXPLORER SERVICE - 10/	3,346.44	222096
				Total Check 222096:	3,346.44
Check: 222097					
1000-1030-6376.00000	CELLULAR PHONE / PAGING	T-MOBILE USA INC	CELL PHONE SERVICES: 10/21/25-11/20/2	30.05	222097
1000-1200-6376.00000	CELLULAR PHONE / PAGING	T-MOBILE USA INC	CELL PHONE SERVICES: 10/21/25-11/20/2	263.80	222097
1000-1200-6376.00000	CELLULAR PHONE / PAGING	T-MOBILE USA INC	CELL PHONE SERVICES: 10/21/25-11/20/2	(2.88)	222097
1000-1205-6376.00000	CELLULAR PHONE / PAGING	T-MOBILE USA INC	CELL PHONE SERVICES: 10/21/25-11/20/2	653.23	222097
1000-1220-6376.00000	CELLULAR PHONE / PAGING	T-MOBILE USA INC	CELL PHONE SERVICES: 10/21/25-11/20/2	137.32	222097
1000-1260-6376.00000	CELLULAR PHONE / PAGING	T-MOBILE USA INC	CELL PHONE SERVICES: 10/21/25-11/20/2	210.35	222097
1000-1300-6376.00000	CELLULAR PHONE / PAGING	T-MOBILE USA INC	CELL PHONE SERVICES: 10/21/25-11/20/2	120.20	222097
1000-1305-6376.00000	CELLULAR PHONE / PAGING	T-MOBILE USA INC	CELL PHONE SERVICES: 10/21/25-11/20/2	30.05	222097
1000-1370-6376.00000	CELLULAR PHONE / PAGING	T-MOBILE USA INC	CELL PHONE SERVICES: 10/21/25-11/20/2	61.40	222097
1000-1400-6376.00000	CELLULAR PHONE / PAGING	T-MOBILE USA INC	CELL PHONE SERVICES: 10/21/25-11/20/2	150.25	222097
1000-1440-6376.00000	CELLULAR PHONE / PAGING	T-MOBILE USA INC	CELL PHONE SERVICES: 10/21/25-11/20/2	60.10	222097
1000-1450-6376.00000	CELLULAR PHONE / PAGING	T-MOBILE USA INC	CELL PHONE SERVICES: 10/21/25-11/20/2	30.05	222097
1000-1500-6376.00000	CELLULAR PHONE / PAGING	T-MOBILE USA INC	CELL PHONE SERVICES: 10/21/25-11/20/2	181.60	222097
1000-1600-6376.00000	CELLULAR PHONE / PAGING	T-MOBILE USA INC	CELL PHONE SERVICES: 10/21/25-11/20/2	181.60	222097
6000-6005-6376.00000	CELLULAR PHONE / PAGING	T-MOBILE USA INC	CELL PHONE SERVICES: 10/21/25-11/20/2	134.59	222097
6100-6105-6376.00000	CELLULAR PHONE / PAGING	T-MOBILE USA INC	CELL PHONE SERVICES: 10/21/25-11/20/2	91.45	222097
6200-6205-6376.00000	CELLULAR PHONE / PAGING	T-MOBILE USA INC	CELL PHONE SERVICES: 10/21/25-11/20/2	61.40	222097
6400-6405-6376.00000	CELLULAR PHONE / PAGING	T-MOBILE USA INC	CELL PHONE SERVICES: 10/21/25-11/20/2	30.05	222097
7000-7005-6376.00000	CELLULAR PHONE / PAGING	T-MOBILE USA INC	CELL PHONE SERVICES: 10/21/25-11/20/2	90.15	222097
7100-7110-6376.00000	CELLULAR PHONE / PAGING	T-MOBILE USA INC	CELL PHONE SERVICES: 10/21/25-11/20/2	60.10	222097
				Total Check 222097:	2,574.86
Check: 222098					
5010-5010-6918.00000-00028825	PARK IMPROVMENTS	THE ALLIANCE, INC.	PROFESSIONAL SERVICES: 7/26/25-8/22/2	13,722.00	222098

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GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Check: 222098					
				Total Check 222098:	13,722.00
Check: 222099					
1000-1610-6340.00000	REPAIR & MAINTENANCE	TRI-K SERVICES	BD - PULV. TOPSOIL: TICKET# 833363 10	68.00	222099
				Total Check 222099:	68.00
Check: 222100					
6400-6405-6214.00000	OPERATING SUPPLIES	VESTIS	BAG STAND/MOPS/LAUNDRY BAG ERGO CLIPS	109.70	222100
				Total Check 222100:	109.70
Check: 222101					
6400-0000-1415.00000	WINE INVENTORY	WINE MERCHANTS INC	WINE	1,264.70	222101
6400-6405-6378.00000	POSTAGE & SHIPPING	WINE MERCHANTS INC	WINE	8.85	222101
				Total Check 222101:	1,273.55
Check: 222102					
7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES	ZEP MANUFACTURING COMPANY	ZEP ACCLAIM	166.01	222102
				Total Check 222102:	166.01
Check: 222103					
7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES	ZIEGLER INC	SALES ORDER#: S004750843 - FILTER /	327.79	222103
				Total Check 222103:	327.79
Check: 222109					
7300-7305-6398.00000	INSURANCE DEDUCTIBLES	24 RESTORE	WATER DAMAGE MITIGATION SERVICES @ 29	2,561.95	222109
				Total Check 222109:	2,561.95
Check: 222110					
7100-7115-6336.00000	OTHER CONTRACTS	ADAM'S PEST CONTROL INC	PUBLIC SAFETY BUILDING SERVICE 10/27/	58.30	222110
				Total Check 222110:	58.30
Check: 222111					
1000-1370-6216.00000	CLOTHING & PERSONAL EQUIPM	AIRGAS USA LLC	ERMF OVER-THE-HEAD HRG CONSERVATION H	44.34	222111
6000-6020-6256.00000	CO2	AIRGAS USA LLC	RENTAL TELEMETRY - OCTOBER 2025	52.50	222111
				Total Check 222111:	96.84
Check: 222112					
1000-1200-6336.00000	OTHER CONTRACTS	ALLIED EMERGENCY VETERINAR	SNAP PARVO IN HOUSE / EMERGENCY CONSU	230.00	222112
				Total Check 222112:	230.00
Check: 222113					
7100-7115-6340.00000	REPAIR & MAINTENANCE	AUDIO & SECURITY ENGINEERS	SCRAMBLE PAD / MEMORY PROTECTION NICA	647.14	222113
				Total Check 222113:	647.14
Check: 222114					
6400-0000-1410.00000	LIQUOR INVENTORY	BELLBOY CORP	LIQUOR	2,048.45	222114
6400-0000-1425.00000	MISCELLANEOUS INVENTORY	BELLBOY CORP	MISC INVENTORY & SUPPLIES - BAGS	22.40	222114
6400-6405-6214.00000	OPERATING SUPPLIES	BELLBOY CORP	MISC INVENTORY & SUPPLIES - BAGS	175.00	222114
6400-6405-6378.00000	POSTAGE & SHIPPING	BELLBOY CORP	LIQUOR	18.00	222114
6400-6405-6378.00000	POSTAGE & SHIPPING	BELLBOY CORP	MISC INVENTORY & SUPPLIES - BAGS	6.93	222114
				Total Check 222114:	2,270.78
Check: 222115					
1000-1565-6338.00000	RENTALS/LEASES	BIFFS INC.	INV274404/274403/274402/274401/274400	621.00	222115
1000-1565-6338.00000	RENTALS/LEASES	BIFFS INC.	INV274404/274403/274402/274401/274400	281.01	222115

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GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Check: 222115					
1000-1565-6338.00000	RENTALS/LEASES	BIFFS INC.	INV274404/274403/274402/274401/274400	245.00	222115
1000-1565-6338.00000	RENTALS/LEASES	BIFFS INC.	INV274404/274403/274402/274401/274400	186.00	222115
1000-1565-6338.00000	RENTALS/LEASES	BIFFS INC.	INV274404/274403/274402/274401/274400	245.00	222115
1000-1565-6338.00000	RENTALS/LEASES	BIFFS INC.	INV274404/274403/274402/274401/274400	679.98	222115
1000-1565-6338.00000	RENTALS/LEASES	BIFFS INC.	INV274404/274403/274402/274401/274400	339.99	222115
1000-1565-6338.00000	RENTALS/LEASES	BIFFS INC.	INV274404/274403/274402/274401/274400	245.00	222115
1000-1565-6338.00000	RENTALS/LEASES	BIFFS INC.	INV274404/274403/274402/274401/274400	339.99	222115
			Total Check 222115:	<u>3,182.97</u>	
Check: 222116					
6400-0000-1410.00000	LIQUOR INVENTORY	BREAKTHRU BEVERAGE MINNESO LIQUOR		2,605.65	222116
6400-0000-1415.00000	WINE INVENTORY	BREAKTHRU BEVERAGE MINNESO WINE		99.60	222116
6400-0000-1420.00000	BEER INVENTORY	BREAKTHRU BEVERAGE MINNESO BEER - SHORT PAY FOR ITEMS NOT RECEIV		18,521.85	222116
6400-0000-1420.00000	BEER INVENTORY	BREAKTHRU BEVERAGE MINNESO BEER - SHORT PAY FOR ITEMS NOT RECEIV		(18.40)	222116
6400-0000-1420.00000	BEER INVENTORY	BREAKTHRU BEVERAGE MINNESO BEER - SHORT PAY FOR ITEMS NOT RECEIV		(30.70)	222116
6400-0000-1420.00000	BEER INVENTORY	BREAKTHRU BEVERAGE MINNESO BEER - SHORT PAY FOR ITEMS NOT RECEIV		(25.60)	222116
6400-0000-1425.00000	MISCELLANEOUS INVENTORY	BREAKTHRU BEVERAGE MINNESO MISC INVENTORY		72.00	222116
6400-0000-1425.00000	MISCELLANEOUS INVENTORY	BREAKTHRU BEVERAGE MINNESO MISC INVENTORY		154.40	222116
6400-6405-6378.00000	POSTAGE & SHIPPING	BREAKTHRU BEVERAGE MINNESO LIQUOR		53.65	222116
6400-6405-6378.00000	POSTAGE & SHIPPING	BREAKTHRU BEVERAGE MINNESO WINE		1.46	222116
6400-6405-6378.00000	POSTAGE & SHIPPING	BREAKTHRU BEVERAGE MINNESO MISC INVENTORY		1.45	222116
			Total Check 222116:	<u>21,435.36</u>	
Check: 222117					
1000-1571-6214.00000	OPERATING SUPPLIES	BSN SPORTS INC	200' HOMERUN YOUTH/SOFTBALL FENCE PKG	1,279.98	222117
			Total Check 222117:	<u>1,279.98</u>	
Check: 222118					
7100-0000-1510.00000	PREPAID ITEMS	CARAHSOFT TECHNOLOGY CORPO	OPEN FLOWS SEWER WATER & STORM ADVANC	16,165.00	222118
			Total Check 222118:	<u>16,165.00</u>	
Check: 222119					
1000-1200-6372.00000	TELEPHONE LINES	CENTURYLINK	POLICE DEPT BUSINESS PHONE LINE: 10/2	63.10	222119
			Total Check 222119:	<u>63.10</u>	
Check: 222120					
7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES	CERTIFIED LABORATORIES	PREMALUBE #STOCK GREASE	275.90	222120
			Total Check 222120:	<u>275.90</u>	
Check: 222121					
1000-1318-6710.00000	RECREATION SERVICES	CHILDERS, LAUREN	YOGA INSTRUCTION - OCTOBER 2025	105.00	222121
			Total Check 222121:	<u>105.00</u>	
Check: 222122					
6400-6405-6344.00000	CLEANING SERVICES	CINTAS CORP	MATS SERVICE @ LIQUOR STORE - 10/31/2	34.73	222122
7000-7005-6344.00000	CLEANING SERVICES	CINTAS CORP	PUB WRKS SHOP TOWELS/FENDER COVER/LOC	48.59	222122
7000-7005-6344.00000	CLEANING SERVICES	CINTAS CORP	PUB WRKS SHOP TOWELS/FENDER COVER/LOC	(0.97)	222122
7100-7115-6344.00000	CLEANING SERVICES	CINTAS CORP	CITY HALL MATS SERVICE & HAND SANITIZ	52.57	222122
7100-7115-6344.00000	CLEANING SERVICES	CINTAS CORP	CITY HALL MATS SERVICE & HAND SANITIZ	(1.05)	222122
			Total Check 222122:	<u>133.87</u>	
Check: 222123					
6400-6405-6336.00000	OTHER CONTRACTS	COMCAST	ROBBINSDALE WINE & SPIRITS LIQUOR STO	127.36	222123

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GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Check: 222123					
			Total Check 222123:	127.36	
Check: 222124					
1000-1215-6512.00000	CONFERENCE & SCHOOLS	CRYSTAL, CITY OF	SWAT TRAINING RENTAL @ HENNEPIN TECH	266.00	222124
			Total Check 222124:	266.00	
Check: 222125					
1000-1001-4330.00000	WATER / SEWER INSPECTION F DEAN'S HOME SERVICES		WATER/SEWER PERMIT FEE REFUND - CANCE	76.00	222125
			Total Check 222125:	76.00	
Check: 222126					
1000-1620-6214.00000	OPERATING SUPPLIES	DIAMOND VOGEL PAINTS	PUMP ARMOUR / QT.	26.60	222126
			Total Check 222126:	26.60	
Check: 222127					
1000-1020-6312.00000	LEGAL FEES - PROSECUTION	ECKBERG LAMMERS	ROBBINSDALE PROSECUTION-PROFESSIONAL	9,232.35	222127
			Total Check 222127:	9,232.35	
Check: 222128					
1000-1005-6712.00000	LEGAL NOTICES	ECM PUBLISHERS INC	ORD NO 25-12: AD# 1498915 - DATED 10/	62.00	222128
1000-1005-6712.00000	LEGAL NOTICES	ECM PUBLISHERS INC	NOV 18 PH MUNICIPAL LIQUOR STORE: AD#	55.80	222128
1000-1005-6712.00000	LEGAL NOTICES	ECM PUBLISHERS INC	PAYBACK FOR SHORT PAYMENT ON INVOICE	6.20	222128
			Total Check 222128:	124.00	
Check: 222129					
6000-6020-6332.00000	MAINTENANCE CONTRACTS	EQUIP MECHANICAL SUPPORT,	SERV-CS COMML-SERVICE AGREEMENT - JOB	437.50	222129
			Total Check 222129:	437.50	
Check: 222130					
6400-0000-1420.00000	BEER INVENTORY	FALLING KNIFE BREWING COMP BEER		259.00	222130
			Total Check 222130:	259.00	
Check: 222131					
6000-6020-6340.00000	REPAIR & MAINTENANCE	FERGUSON ENTERPRISES LLC # RTN SCHONSTEDT	GA92XTD LINE TRCR REPA	251.82	222131
			Total Check 222131:	251.82	
Check: 222132					
6000-6010-6234.00000	EQUIPMENT PARTS & SUPPLIES	FERGUSON WATERWORKS #2518	AFC MOD KIT	5,445.21	222132
			Total Check 222132:	5,445.21	
Check: 222133					
1000-1325-6710.00000	RECREATION SERVICES	GIRARD, JANICE M.	LAUGHTER YOGA SESSIONS: 10/2/25 10/16	40.00	222133
1000-1325-6710.00000	RECREATION SERVICES	GIRARD, JANICE M.	LAUGHTER YOGA SESSIONS: 10/2/25 10/16	40.00	222133
1000-1325-6710.00000	RECREATION SERVICES	GIRARD, JANICE M.	LAUGHTER YOGA SESSIONS: 10/2/25 10/16	40.00	222133
			Total Check 222133:	120.00	
Check: 222134					
6000-6020-6244.00000	FLUORIDE	HAWKINS WATER TREATMENT IN HYDROFLUOSILICIC ACID		7,578.79	222134
			Total Check 222134:	7,578.79	
Check: 222135					
1000-1040-6310.00000	PROFESSIONAL SERVICES	HENNEPIN COUNTY INFORMATIO PINS, SILS, CALS	11/1/25-11/30/25 TEC	58.00	222135
1000-1200-6380.00000	COMMUNICATION SYSTEMS	RENT HENNEPIN COUNTY INFORMATIO RADIO FLEET / MESB /MDC / MDC PTID PO		1,131.38	222135
1000-1205-6380.00000	COMMUNICATION SYSTEMS	RENT HENNEPIN COUNTY INFORMATIO RADIO FLEET / MESB /MDC / MDC PTID PO		1,479.26	222135
1000-1220-6380.00000	COMMUNICATION SYSTEMS	RENT HENNEPIN COUNTY INFORMATIO RADIO FLEET / MESB /MDC / MDC PTID PO		290.33	222135

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GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Check: 222135					
				Total Check 222135:	2,958.97
Check: 222136					
7100-7110-6234.00000	EQUIPMENT PARTS & SUPPLIES	HEWLETT-PACKARD COMPANY	LAPTOP 10/14/2025	2,359.00	222136
7100-7110-6234.00000	EQUIPMENT PARTS & SUPPLIES	HEWLETT-PACKARD COMPANY	LAPTOP 10/14/2025	(1,080.15)	222136
				Total Check 222136:	1,278.85
Check: 222137					
6400-0000-1420.00000	BEER INVENTORY	HOHENSTEINS, INC.	BEER & MISC INVENTORY	2,923.00	222137
6400-0000-1425.00000	MISCELLANEOUS INVENTORY	HOHENSTEINS, INC.	BEER & MISC INVENTORY	193.35	222137
				Total Check 222137:	3,116.35
Check: 222138					
6400-0000-2830.00000	CAPITAL LEASE PAYABLE	HY-VEE INC	DECEMBER RENT/LEASE FOR LIQUOR STORE	12,075.00	222138
				Total Check 222138:	12,075.00
Check: 222139					
1000-1200-6336.00000	OTHER CONTRACTS	INFINITE HEALTH COLLABORAT	FITNESS CONSULTS, NUTRITION, ONE ON O	3,637.50	222139
				Total Check 222139:	3,637.50
Check: 222140					
7000-7010-6340.00000	REPAIR & MAINTENANCE	INTERSTATE POWER SYSTEMS I #147 - JOB#1	FLD-FOR16 FIELD - GENERA	699.08	222140
				Total Check 222140:	699.08
Check: 222141					
1000-1050-6338.00000	RENTALS/LEASES	IRON MOUNTAIN, INC	STORAGE: NOVEMBER 2025	1,113.73	222141
				Total Check 222141:	1,113.73
Check: 222142					
6400-0000-1410.00000	LIQUOR INVENTORY	JOHNSON BROTHERS LIQUOR CO	LIQUOR & WINE	1,063.50	222142
6400-0000-1410.00000	LIQUOR INVENTORY	JOHNSON BROTHERS LIQUOR CO	LIQUOR	3,347.40	222142
6400-0000-1410.00000	LIQUOR INVENTORY	JOHNSON BROTHERS LIQUOR CO	LIQUOR	2,484.98	222142
6400-0000-1415.00000	WINE INVENTORY	JOHNSON BROTHERS LIQUOR CO	WINE	905.25	222142
6400-0000-1415.00000	WINE INVENTORY	JOHNSON BROTHERS LIQUOR CO	LIQUOR & WINE	96.00	222142
6400-0000-1415.00000	WINE INVENTORY	JOHNSON BROTHERS LIQUOR CO	WINE	1,048.00	222142
6400-0000-1420.00000	BEER INVENTORY	JOHNSON BROTHERS LIQUOR CO	BEER	1,353.35	222142
6400-0000-1425.00000	MISCELLANEOUS INVENTORY	JOHNSON BROTHERS LIQUOR CO	MISC INVENTORY	30.75	222142
6400-0000-1425.00000	MISCELLANEOUS INVENTORY	JOHNSON BROTHERS LIQUOR CO	MISC INVENTORY	48.00	222142
6400-0000-1430.00000	THC INVENTORY	JOHNSON BROTHERS LIQUOR CO	THC INVENTORY	642.50	222142
6400-6405-6214.00000	OPERATING SUPPLIES	JOHNSON BROTHERS LIQUOR CO	RETURN CHECK FEE FOR CHECK # 221321 D	30.00	222142
6400-6405-6378.00000	POSTAGE & SHIPPING	JOHNSON BROTHERS LIQUOR CO	MISC INVENTORY	1.77	222142
6400-6405-6378.00000	POSTAGE & SHIPPING	JOHNSON BROTHERS LIQUOR CO	WINE	19.47	222142
6400-6405-6378.00000	POSTAGE & SHIPPING	JOHNSON BROTHERS LIQUOR CO	LIQUOR & WINE	15.93	222142
6400-6405-6378.00000	POSTAGE & SHIPPING	JOHNSON BROTHERS LIQUOR CO	WINE	37.17	222142
6400-6405-6378.00000	POSTAGE & SHIPPING	JOHNSON BROTHERS LIQUOR CO	LIQUOR	30.09	222142
6400-6405-6378.00000	POSTAGE & SHIPPING	JOHNSON BROTHERS LIQUOR CO	LIQUOR	33.04	222142
				Total Check 222142:	11,187.20
Check: 222143					
1000-0000-2640.10010	OTHER DEPOSITS	KENNEDY & GRAVEN, CHARTERE ADMINISTRATION /	REDEVELOPMENT OF 420	60.00	222143
				Total Check 222143:	60.00
Check: 222144					

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Check: 222144					
1000-1635-6340.00000	REPAIR & MAINTENANCE	KILLMER ELECTRIC COMPANY I	SHORELINE DRIVE & LAKE WO# 25-0015277	996.48	222144
			Total Check 222144:	<u>996.48</u>	
Check: 222145					
6000-6010-6340.00000	REPAIR & MAINTENANCE	KLEIN UNDERGROUND, LLC	ABBOTT & LAKELAND - CURB/CONCRETE REM	11,487.51	222145
			Total Check 222145:	<u>11,487.51</u>	
Check: 222146					
1000-1220-6336.00000	OTHER CONTRACTS	LEXISNEXIS	AVCC ANNUAL SUBSCRIPTION FEE: 10/1/25	366.67	222146
			Total Check 222146:	<u>366.67</u>	
Check: 222147					
1000-1200-6336.00000	OTHER CONTRACTS	LIFE DEVELOPMENT RESOURCES	ROBBINSDALE, 22611 - CODE 4 INDIVIDUA	200.00	222147
			Total Check 222147:	<u>200.00</u>	
Check: 222148					
7400-0000-2120.00000	LIFE INSURANCE PAYABLE	LINCOLN NATIONAL LIFE INS	LIFE INSURANCE 11/13/2025 PR	155.55	222148
7400-0000-2125.00000	SUPPLEMENTAL LIFEPAYABLE	LINCOLN NATIONAL LIFE INS	LIFE INSURANCE 11/13/2025 PR	1,031.70	222148
			Total Check 222148:	<u>1,187.25</u>	
Check: 222149					
5410-5410-6916.00000-00044925	STREET IMPROVEMENTS	LNG LANDSCAPES LLC	#11761 (V. 1) - ENGINEERED RETAINING	4,020.96	222149
			Total Check 222149:	<u>4,020.96</u>	
Check: 222150					
1000-1200-6332.00000	MAINTENANCE CONTRACTS	LOFFLER	NOVEMBER 2025 - COPIER MAINTENANCE CO	146.92	222150
1000-1260-6332.00000	MAINTENANCE CONTRACTS	LOFFLER	NOVEMBER 2025 - COPIER MAINTENANCE CO	12.83	222150
6000-6020-6332.00000	MAINTENANCE CONTRACTS	LOFFLER	NOVEMBER 2025 - COPIER MAINTENANCE CO	6.70	222150
6700-6705-6332.00000	MAINTENANCE CONTRACTS	LOFFLER	NOVEMBER 2025 - COPIER MAINTENANCE CO	49.04	222150
7000-7005-6332.00000	MAINTENANCE CONTRACTS	LOFFLER	NOVEMBER 2025 - COPIER MAINTENANCE CO	20.53	222150
7100-7105-6332.00000	MAINTENANCE CONTRACTS	LOFFLER	NOVEMBER 2025 - COPIER MAINTENANCE CO	249.59	222150
7100-7105-6332.00000	MAINTENANCE CONTRACTS	LOFFLER	NOVEMBER 2025 - COPIER MAINTENANCE CO	395.26	222150
7100-7105-6332.00000	MAINTENANCE CONTRACTS	LOFFLER	NOVEMBER 2025 - COPIER MAINTENANCE CO	1.22	222150
7100-7105-6332.00000	MAINTENANCE CONTRACTS	LOFFLER	NOVEMBER 2025 - COPIER MAINTENANCE CO	20.33	222150
			Total Check 222150:	<u>902.42</u>	
Check: 222151					
6100-6115-6340.00000	REPAIR & MAINTENANCE	MACQUEEN EQUIPMENT GROUP	ORDER# 063485: PIRANHA / FILL HOSE HX	2,412.94	222151
7000-7010-6340.00000	REPAIR & MAINTENANCE	MACQUEEN EQUIPMENT GROUP	ELGIN PELICAN NP / PELICAN NP	722.75	222151
			Total Check 222151:	<u>3,135.69</u>	
Check: 222152					
1000-1610-6264.00000	TAR & ASPHALT	MARTIN MARIETTA MATERIALS	ASPHALT - 10/29/2025	465.25	222152
1000-1610-6264.00000	TAR & ASPHALT	MARTIN MARIETTA MATERIALS	ASPHALT - 11/05/2025	162.26	222152
			Total Check 222152:	<u>627.51</u>	
Check: 222153					
6700-0000-1510.00000	PREPAID ITEMS	MDRA	2026 MDRA DUES FOR DEPUTY #46 / ROBBI	480.00	222153
			Total Check 222153:	<u>480.00</u>	
Check: 222154					
7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES	MIDWAY FORD	#800 - SWITCH 11/3/25	49.28	222154
			Total Check 222154:	<u>49.28</u>	

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GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Check: 222155					
7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES	MINNESOTA EQUIPMENT	#217 FUEL PUMP ORDER# 372871	83.13	222155
7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES	MINNESOTA EQUIPMENT	#260B ORDER# 373153 - JD TRACTOR MULC	79.20	222155
			Total Check 222155:	<u>162.33</u>	
Check: 222156					
1000-1205-6234.00000	EQUIPMENT PARTS & SUPPLIES	MOTOROLA INC	CONTROL STATION MOUNT / POWER SUPPLY,	311.80	222156
			Total Check 222156:	<u>311.80</u>	
Check: 222157					
5470-5470-6336.00000	OTHER CONTRACTS	MOW-PRO	3347 DREW - LONG GRASS 10/27/2025	160.00	222157
			Total Check 222157:	<u>160.00</u>	
Check: 222158					
7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES	O'REILLY AUTO PARTS	#879 STARTER / CORE CHARGE	165.32	222158
7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES	O'REILLY AUTO PARTS	#879 STARTER / CORE CHARGE	(3.31)	222158
7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES	O'REILLY AUTO PARTS	#879 ULTRA STAT / MICRO-V BELT	50.00	222158
7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES	O'REILLY AUTO PARTS	#879 ULTRA STAT / MICRO-V BELT	(1.00)	222158
7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES	O'REILLY AUTO PARTS	#879 CORE RETURN - NO DISCOUNT CREDIT	(40.00)	222158
			Total Check 222158:	<u>171.01</u>	
Check: 222159					
7100-7105-6214.00000	OPERATING SUPPLIES	OFFICE DEPOT	KLEENEX / PENS	57.10	222159
7100-7105-6214.00000	OPERATING SUPPLIES	OFFICE DEPOT	RECEIVED DATE STAMP	23.49	222159
7100-7105-6214.00000	OPERATING SUPPLIES	OFFICE DEPOT	IMPORTANT NOTICE STAMP	21.92	222159
7100-7105-6214.00000	OPERATING SUPPLIES	OFFICE DEPOT	PENS / MOUNTING SQUARES	11.11	222159
			Total Check 222159:	<u>113.62</u>	
Check: 222160					
6400-0000-1415.00000	WINE INVENTORY	PAUSTIS WINE COMPANY	WINE	400.00	222160
6400-0000-1415.00000	WINE INVENTORY	PAUSTIS WINE COMPANY	WINE	1,320.00	222160
6400-6405-6378.00000	POSTAGE & SHIPPING	PAUSTIS WINE COMPANY	WINE	12.50	222160
6400-6405-6378.00000	POSTAGE & SHIPPING	PAUSTIS WINE COMPANY	WINE	15.00	222160
			Total Check 222160:	<u>1,747.50</u>	
Check: 222161					
1000-1250-6214.00000	OPERATING SUPPLIES	PERFORMANCE KENNELS INC.	PATROL DOG SERVICES - ROBBINSDALE POL	21,728.00	222161
			Total Check 222161:	<u>21,728.00</u>	
Check: 222162					
6400-0000-1410.00000	LIQUOR INVENTORY	PHILLIPS WINE & SPIRITS	LIQUOR	6,250.00	222162
6400-0000-1415.00000	WINE INVENTORY	PHILLIPS WINE & SPIRITS	WINE	484.00	222162
6400-0000-1425.00000	MISCELLANEOUS INVENTORY	PHILLIPS WINE & SPIRITS	MISC INVENTORY	145.80	222162
6400-6405-6378.00000	POSTAGE & SHIPPING	PHILLIPS WINE & SPIRITS	MISC INVENTORY	7.08	222162
6400-6405-6378.00000	POSTAGE & SHIPPING	PHILLIPS WINE & SPIRITS	WINE	37.17	222162
6400-6405-6378.00000	POSTAGE & SHIPPING	PHILLIPS WINE & SPIRITS	LIQUOR	65.49	222162
			Total Check 222162:	<u>6,989.54</u>	
Check: 222163					
1000-1370-6234.00000	EQUIPMENT PARTS & SUPPLIES	PRAIRIE RESTORATIONS, INC.	NATIVE PLANT SIGNS - PRI SIGNS PLANTI	56.23	222163
			Total Check 222163:	<u>56.23</u>	
Check: 222164					
6400-0000-1420.00000	BEER INVENTORY	PRYES BREWING COMPANY	BEER	120.00	222164

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GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Check: 222164				Total Check 222164:	120.00
Check: 222165					
7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES RDO EQUIPMENT CO		# 217 - ORDER# 093840 FUEL PUMP & SEN	203.92	222165
				Total Check 222165:	203.92
Check: 222166					
6300-6305-6350.00000	GENERAL GARBAGE SERVICES	REPUBLIC SERVICES #899	RESIDENTAL WASTE SERVICE OCT 2025 + C	66,562.20	222166
6300-6305-6350.00000	GENERAL GARBAGE SERVICES	REPUBLIC SERVICES #899	RESIDENTAL WASTE SERVICE OCT 2025 + C	11.75	222166
6300-6305-6350.00000	GENERAL GARBAGE SERVICES	REPUBLIC SERVICES #899	RESIDENTAL WASTE SERVICE OCT 2025 + C	22,950.00	222166
6300-6305-6350.00000	GENERAL GARBAGE SERVICES	REPUBLIC SERVICES #899	RESIDENTAL WASTE SERVICE OCT 2025 + C	(22,950.00)	222166
6300-6305-6350.00000	GENERAL GARBAGE SERVICES	REPUBLIC SERVICES #899	CONTAINERS @ 3648 LEE WTP 10/23/25	124.00	222166
6300-6305-6352.00000	COMPOST SERVICES	REPUBLIC SERVICES #899	RESIDENTAL WASTE SERVICE OCT 2025 + C	38,301.00	222166
6300-6305-6354.00000	RECYCLING SERVICES	REPUBLIC SERVICES #899	RESIDENTAL WASTE SERVICE OCT 2025 + C	29,325.00	222166
6300-6305-6718.00000	LICENSES TAXES & FEES	REPUBLIC SERVICES #899	RESIDENTAL WASTE SERVICE OCT 2025 + C	16,808.97	222166
				Total Check 222166:	151,132.92
Check: 222167					
1000-1330-6710.00000	RECREATION SERVICES	ROB FINLAYSON	DUNGEONS & DRAGONS CRASH COURSE 10/31	160.00	222167
				Total Check 222167:	160.00
Check: 222168					
1000-1200-6214.00000	OPERATING SUPPLIES	ROBBINSDALE ACE HARDWARE	MICROFIBER CLOTH/WINDOW CLEAN COMBO/D	69.93	222168
1000-1565-6214.00000	OPERATING SUPPLIES	ROBBINSDALE ACE HARDWARE	STAR 9X3 COATED DECK	9.79	222168
1000-1565-6214.00000	OPERATING SUPPLIES	ROBBINSDALE ACE HARDWARE	RV/MARINE ANTIFREEZE 1G	6.50	222168
1000-1567-6234.00000	EQUIPMENT PARTS & SUPPLIES	ROBBINSDALE ACE HARDWARE	TAPE BARCODE CAUTION 1000'	27.98	222168
1000-1569-6214.00000	OPERATING SUPPLIES	ROBBINSDALE ACE HARDWARE	STRAIGHT JAW PLIERS 12" / STRAIGHT JW	48.98	222168
1000-1605-6214.00000	OPERATING SUPPLIES	ROBBINSDALE ACE HARDWARE	SPRY PNT FSN STN WHITE	8.99	222168
1000-1605-6214.00000	OPERATING SUPPLIES	ROBBINSDALE ACE HARDWARE	HARDWARE	19.76	222168
1000-1605-6214.00000	OPERATING SUPPLIES	ROBBINSDALE ACE HARDWARE	ADAPTER SCH40PVC2"FTP / ELBOW 90 40 P	12.98	222168
1000-1605-6214.00000	OPERATING SUPPLIES	ROBBINSDALE ACE HARDWARE	COUPLE 1.5" SXS SCH40	1.99	222168
6200-6210-6214.00000	OPERATING SUPPLIES	ROBBINSDALE ACE HARDWARE	ASPHALT FILLER	19.98	222168
7000-7005-6214.00000	OPERATING SUPPLIES	ROBBINSDALE ACE HARDWARE	PUFFS+LOTION 4PL / LED A19 E26 DL 75W	16.98	222168
7100-7115-6214.00000	OPERATING SUPPLIES	ROBBINSDALE ACE HARDWARE	SINK TAILPIECE / EXT TUBE / NUT&WASHE	47.35	222168
7100-7115-6214.00000	OPERATING SUPPLIES	ROBBINSDALE ACE HARDWARE	SINK STRAINER-CREDIT/RETURN / SINK TA	21.98	222168
				Total Check 222168:	313.19
Check: 222169					
7100-0000-1510.00000	PREPAID ITEMS	ROCHESTER MIDLAND CORP	POLICE/FIRE: SCENTURY AIR FAN/SANOR M	1,625.68	222169
7100-7115-6336.00000	OTHER CONTRACTS	ROCHESTER MIDLAND CORP	POLICE/FIRE: SCENTURY AIR FAN/SANOR M	547.40	222169
				Total Check 222169:	2,173.08
Check: 222170					
1000-1030-6214.00000	OPERATING SUPPLIES	SCHWAAB, INC.	NOTARY STAMP N14-K XSTAMPER - JEANEAN	51.64	222170
				Total Check 222170:	51.64
Check: 222171					
7100-7115-6214.00000	OPERATING SUPPLIES	SCOTT WELLE	REIMBURSEMENT FOR CITY PURCHASE MADE	22.38	222171
				Total Check 222171:	22.38
Check: 222172					
6400-0000-1425.00000	MISCELLANEOUS INVENTORY	SHAMROCK GROUP INC	MISC INVENTORY	131.22	222172
6400-6405-6378.00000	POSTAGE & SHIPPING	SHAMROCK GROUP INC	MISC INVENTORY	4.00	222172

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GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Check: 222172				Total Check 222172:	135.22
Check: 222173					
7100-7115-6718.00000-00100025	LICENSES TAXES & FEES	SHINGLE CREEK WATERSHED MG PROJECT REVIEW APPLICATION - NO-LOSS		300.00	222173
				Total Check 222173:	300.00
Check: 222174					
6400-0000-1410.00000	LIQUOR INVENTORY	SOUTHERN WINE & SPIRITS OF LIQUOR		170.10	222174
6400-0000-1410.00000	LIQUOR INVENTORY	SOUTHERN WINE & SPIRITS OF LIQUOR		5,244.74	222174
6400-0000-1410.00000	LIQUOR INVENTORY	SOUTHERN WINE & SPIRITS OF LIQUOR		150.72	222174
6400-0000-1415.00000	WINE INVENTORY	SOUTHERN WINE & SPIRITS OF WINE		1,492.30	222174
6400-6405-6378.00000	POSTAGE & SHIPPING	SOUTHERN WINE & SPIRITS OF LIQUOR		7.68	222174
6400-6405-6378.00000	POSTAGE & SHIPPING	SOUTHERN WINE & SPIRITS OF LIQUOR		45.50	222174
6400-6405-6378.00000	POSTAGE & SHIPPING	SOUTHERN WINE & SPIRITS OF WINE		30.29	222174
6400-6405-6378.00000	POSTAGE & SHIPPING	SOUTHERN WINE & SPIRITS OF LIQUOR		0.64	222174
				Total Check 222174:	7,141.97
Check: 222175					
7100-7115-6234.00000	EQUIPMENT PARTS & SUPPLIES	SPS COMPANIES INC	ROYAL VACUUM BREAKER REPAIR KIT - 81	39.80	222175
				Total Check 222175:	39.80
Check: 222176					
1000-1030-6214.00000	OPERATING SUPPLIES	SPS WORKS	ALUMINUM ANIMAL LICENSE TAGS	236.09	222176
				Total Check 222176:	236.09
Check: 222177					
6400-0000-1420.00000	BEER INVENTORY	STEEL TOE BREWING LLC	BEER	152.00	222177
				Total Check 222177:	152.00
Check: 222178					
7000-7010-6234.00000	EQUIPMENT PARTS & SUPPLIES	SUPERIOR FORD INC	#800 - SPORD SENSOR 11/4/25	69.83	222178
				Total Check 222178:	69.83
Check: 222179					
5010-5010-6918.00000-00024125	PARK IMPROVMENTS	SUPERIOR SAND & GRAVEL	3/4" SCREENED ROCK / SELECT GRANULAR	5,357.81	222179
				Total Check 222179:	5,357.81
Check: 222180					
7000-7015-6940.00000-00821425	MOBILE EQUIPMENT	SWATMOD LLC	PARTS & LABOR - TIRE SERVICE	5,720.00	222180
				Total Check 222180:	5,720.00
Check: 222181					
7300-7305-6398.00000	INSURANCE DEDUCTIBLES	THOMAS AUTO BODY AND COLLI	POLICE VEHICLE ACCIDENT: #808 2022 FO	15,336.23	222181
				Total Check 222181:	15,336.23
Check: 222182					
7100-0000-1510.00000	PREPAID ITEMS	THYSSEN KRUPP ELEVATOR	ELEVATOR MAINTENANCE @ PUBLIC SAFETY:	441.44	222182
7100-7115-6340.00000	REPAIR & MAINTENANCE	THYSSEN KRUPP ELEVATOR	ELEVATOR MAINTENANCE @ PUBLIC SAFETY:	868.75	222182
				Total Check 222182:	1,310.19
Check: 222183					
1000-1005-6310.00000	PROFESSIONAL SERVICES	TIMESAVER OFF SITE SECRETA CITY COUNCIL MEETING - 1 HOUR	10/21/2	172.00	222183
1000-1005-6310.00000	PROFESSIONAL SERVICES	TIMESAVER OFF SITE SECRETA CITY COUNCIL MEETING 2.5 HOURS - 11/4		293.50	222183
				Total Check 222183:	465.50

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GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Check: 222184					
1000-0000-1510.00000	PREPAID ITEMS	TOTAL MECHANICAL SERVICES,	4179 PREVENTATIVE MAINTENANCE 11/1/20	132.58	222184
1000-1390-6332.00000	MAINTENANCE CONTRACTS	TOTAL MECHANICAL SERVICES,	4179 PREVENTATIVE MAINTENANCE 11/1/20	265.17	222184
6000-0000-1510.00000	PREPAID ITEMS	TOTAL MECHANICAL SERVICES,	4179 PREVENTATIVE MAINTENANCE 11/1/20	2,274.58	222184
6000-6020-6332.00000		TOTAL MECHANICAL SERVICES,	4179 PREVENTATIVE MAINTENANCE 11/1/20	4,549.17	222184
6400-0000-1510.00000	PREPAID ITEMS	TOTAL MECHANICAL SERVICES,	4179 PREVENTATIVE MAINTENANCE 11/1/20	468.50	222184
6400-6405-6332.00000	MAINTENANCE CONTRACTS	TOTAL MECHANICAL SERVICES,	4179 PREVENTATIVE MAINTENANCE 11/1/20	937.00	222184
7000-0000-1510.00000	PREPAID ITEMS	TOTAL MECHANICAL SERVICES,	4179 PREVENTATIVE MAINTENANCE 11/1/20	495.08	222184
7000-7005-6332.00000	MAINTENANCE CONTRACTS	TOTAL MECHANICAL SERVICES,	4179 PREVENTATIVE MAINTENANCE 11/1/20	990.17	222184
7100-0000-1510.00000	PREPAID ITEMS	TOTAL MECHANICAL SERVICES,	4179 PREVENTATIVE MAINTENANCE 11/1/20	2,404.67	222184
7100-7115-6332.00000	MAINTENANCE CONTRACTS	TOTAL MECHANICAL SERVICES,	4179 PREVENTATIVE MAINTENANCE 11/1/20	4,809.33	222184
			Total Check 222184:	17,326.25	
Check: 222185					
7100-7115-6214.00000	OPERATING SUPPLIES	TRIMARK	TOWELL ROLLS & TOILET TISSUE - POLICE	511.71	222185
			Total Check 222185:	511.71	
Check: 222186					
1000-1205-6380.00000	COMMUNICATION SYSTEMS RENT	VERIZON WIRELESS	POLICE DEPT: 10/2/25-11/1/25	680.37	222186
			Total Check 222186:	680.37	
Check: 222187					
6400-6405-6214.00000	OPERATING SUPPLIES	VESTIS	AIR SERVICE/EASY CARE NON GARMENTS/PA	72.51	222187
			Total Check 222187:	72.51	
Check: 222188					
6400-0000-1410.00000	LIQUOR INVENTORY	VINOCOPIA	LIQUOR WINE & MISC INVENTORY	1,083.00	222188
6400-0000-1415.00000	WINE INVENTORY	VINOCOPIA	LIQUOR WINE & MISC INVENTORY	686.48	222188
6400-0000-1425.00000	MISCELLANEOUS INVENTORY	VINOCOPIA	LIQUOR WINE & MISC INVENTORY	240.00	222188
6400-6405-6378.00000	POSTAGE & SHIPPING	VINOCOPIA	LIQUOR WINE & MISC INVENTORY	32.50	222188
			Total Check 222188:	2,041.98	
Check: 222189					
6000-6010-6340.00000	REPAIR & MAINTENANCE	WATER CONSERVATION SERVICE	WATER LEAK LOCATES - ABBOTT & LAKELAN	1,077.00	222189
			Total Check 222189:	1,077.00	
Check: 222190					
6400-0000-1415.00000	WINE INVENTORY	WINE MERCHANTS INC	WINE	810.00	222190
6400-6405-6214.00000	OPERATING SUPPLIES	WINE MERCHANTS INC	RETURN CHECK FEE FOR CHECK # 221341 D	30.00	222190
6400-6405-6378.00000	POSTAGE & SHIPPING	WINE MERCHANTS INC	WINE	11.51	222190
			Total Check 222190:	851.51	

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GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
--- TOTALS BY FUND ---					
		1000	GENERAL FUND	78,325.76	
		5010	PARK CAPITAL IMPROVEMENTS	26,959.81	
		5410	TRAFFIC/TRANSPORT IMPROVEMENTS	4,020.96	
		5470	NUISANCE ABATEMENTS	160.00	
		6000	WATER	51,594.47	
		6100	SANITARY SEWER	40,349.33	
		6200	STORM SEWER	66,467.13	
		6300	SOLID WASTE	152,215.43	
		6400	LIQUOR OPERATIONS	151,098.72	
		6700	DEPUTY REGISTRAR	698.44	
		7000	CENTRAL GARAGE	15,210.82	
		7100	CENTRAL SERVICES	46,263.87	
		7300	RISK INSURANCE	17,898.18	
		7400	BENEFIT ACCRUAL	1,187.25	
		8900	INVESTMENT CONTROL	160.75	
		Total For All Funds:		652,610.92	

CHECK REGISTER FOR ROBBINSDALE

CHECK DATE 11/05/2025 - 11/18/2025

Check Date	Check	Vendor Name	Amount
Bank GENCK CORPORATE CHECKING			
11/06/2025	1449(A)	CENTRAL PENSION FUND	1,200.00
11/12/2025	222104	OPERATING ENGINEERS LOCAL 49	1,080.00
11/13/2025	1457(E)	MSRS	6,390.93
11/18/2025	222105	OPERATING ENGINEERS LOCAL 49	525.00
11/18/2025	222106	LAW ENFORCEMENT LABOR SERVICE	1,679.00
11/18/2025	222107	MINNESOTA CHILD SUPPORT	297.60
11/18/2025	222108	ROBBINSDALE FIRE RELIEF ASSOC	1,450.00
GENCK TOTALS:			
Total of 7 Checks:			12,622.53
Less 0 Void Checks:			0.00
Total of 7 Disbursements:			<u>12,622.53</u>
Bank PRCK PAYROLL CHECKING			
11/07/2025	1155(E)	PUBLIC EMPLOYEES RETIREMENT A	69,583.03
11/13/2025	1158(E)	ICMA	6,992.99
11/13/2025	1159(E)	OPTUM	7,039.93
11/13/2025	1160(E)	BPAS	260.44
11/18/2025	1156(E)	MN DEPT OF REVENUE	16,540.14
11/18/2025	1157(E)	INTERNAL REVENUE SERVICE	82,129.83
PRCK TOTALS:			
Total of 6 Checks:			182,546.36
Less 0 Void Checks:			0.00
Total of 6 Disbursements:			<u>182,546.36</u>
REPORT TOTALS:			
Total of 13 Checks:			195,168.89
Less 0 Void Checks:			0.00
Total of 13 Disbursements:			<u>195,168.89</u>