

## AGENDA

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1. CITY COUNCIL WORK SESSION CALLED TO ORDER
2. ROLL CALL: Blackledge, Greenberg, Parisian, Wagner, Mayor Sutton
3. DISCUSSION
  - A. Robbinsdale Fire Relief Association - Retirement fund, City Contribution
  - B. Regulation of Camping on City Property
  - C. Yard Waste Collection
  - D. Human Rights Commission Annual Updates
4. STAFF UPDATES
  - A. Performance Measurement Annual Survey
  - B. Pet Store Ordinance
  - C. Utility Rates - Storm Water Fees
  - D. Upcoming Special Work Sessions
  - E. Items arising from the last Council Meeting
5. COUNCIL UPDATES
6. ADJOURNMENT



TO: Mayor and City Council  
PREPARED BY: Tim Sandvik, City Manager  
APPROVED BY: Tim Sandvik, City Manager  
DATE: May 13, 2025  
RE: Robbinsdale Fire Relief Association - Retirement fund, City Contribution

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**Background:**

**Analysis:**

**Recommendation:**

**Attachments:**

1. 2025 Fire Relief Funding Report for Benefit Study\_Robbinsdale Fire
2. RFD Relief 2025 ppt

**ROBBINSDALE FIREMEN'S RELIEF ASSOCIATION**

Addendum to January 1, 2024 Actuarial Valuation

**Projected Cost of Benefit Increases**

Monthly benefit multiplier for active members:	\$12.50	\$12.50
Lump sum benefit multiplier for active members:	\$12,500	\$13,750
Vesting schedule:	75% at 10 years, 100% at 15 years	75% at 10 years, 100% at 15 years
Benefit effective January 1:	2025	2026
Liability measurement date:	1/1/2025	1/1/2025

**A. Actuarial accrued liability (AAL)**

1. Active members	\$ 3,930,682	\$ 4,187,763
2. Vested terminated members	167,054	167,054
3. Retired members	0	0
4. Spouses receiving benefits	20,753	20,753
5. Disabled members receiving benefits	<u>0</u>	<u>0</u>
6. Total actuarial accrued liability	4,118,489	4,375,570

7. AAL change from current benefit rate		257,081
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<b>B. Special fund assets</b>	3,986,487	3,986,487
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<b>C. Unfunded actuarial accrued liability (A.6. - B.)</b>	132,002	389,083
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<b>D. Credit for surplus</b>	0	0
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**E. Amortization payment**

1. Amortization period	20	20
2. Payment	10,088	29,734

<b>F. Normal cost</b>	180,620	197,194
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**G. Annual contribution payable:**

	<u>2026, 2027</u>	<u>2026, 2027</u>
1. Preliminary contribution (D.+E.+F.)	190,708	226,928
2. Admin expense (prior year x 1.035)	<u>(26,619)</u>	<u>(26,619)</u>
3. Annual contribution (1.+2., not less than \$0)	164,089	200,309
4. Estimated State Aid	<u>(117,430)</u>	<u>(117,430)</u>
5. Estimated City contribution (3.+4., not less than \$0)	46,659	82,879

6. Estimated change in City contribuion		36,220
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<b>H. Funded ratio</b>	97%	91%
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Other than the benefit levels and alternative vesting schedules shown above, all results in this exhibit are based on the census data, assumptions, methods, plan provisions and additional risk assessment disclosed in the revised 1/1/2024 actuarial valuation report dated 9/9/2024. All liability results, assets, and estimated contributions are presented as of 1/1/2025. Please note that results calculated using updated assets and liabilities may be substantially different. Additional pension risk information is included in the 2024 actuarial funding report.

**ROBBINSDALE FIREMEN'S RELIEF ASSOCIATION**

Addendum to January 1, 2024 Actuarial Valuation

**Projected Cost of Benefit Increases**

Monthly benefit multiplier for active members:	\$12.50	\$12.50
Lump sum benefit multiplier for active members:	\$12,500	\$15,000
Vesting schedule:	75% at 10 years, 100% at 15 years	75% at 10 years, 100% at 15 years
Benefit effective January 1:	2025	2026
Liability measurement date:	1/1/2025	1/1/2025

**A. Actuarial accrued liability (AAL)**

1. Active members	\$ 3,930,682	\$ 4,444,845
2. Vested terminated members	167,054	167,054
3. Retired members	0	0
4. Spouses receiving benefits	20,753	20,753
5. Disabled members receiving benefits	<u>0</u>	<u>0</u>
6. Total actuarial accrued liability	4,118,489	4,632,652

7. AAL change from current benefit rate		514,163
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<b>B. Special fund assets</b>	3,986,487	3,986,487
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<b>C. Unfunded actuarial accrued liability (A.6. - B.)</b>	132,002	646,165
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<b>D. Credit for surplus</b>	0	0
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**E. Amortization payment**

1. Amortization period	20	20
2. Payment	10,088	49,381

<b>F. Normal cost</b>	180,620	213,768
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**G. Annual contribution payable:**

	<u>2026, 2027</u>	<u>2026, 2027</u>
1. Preliminary contribution (D.+E.+F.)	190,708	263,149
2. Admin expense (prior year x 1.035)	<u>(26,619)</u>	<u>(26,619)</u>
3. Annual contribution (1.+2., not less than \$0)	164,089	236,530
4. Estimated State Aid	<u>(117,430)</u>	<u>(117,430)</u>
5. Estimated City contribution (3.+4., not less than \$0)	46,659	119,100

6. Estimated change in City contribuion		72,441
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<b>H. Funded ratio</b>	97%	86%
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Other than the benefit levels and alternative vesting schedules shown above, all results in this exhibit are based on the census data, assumptions, methods, plan provisions and additional risk assessment disclosed in the revised 1/1/2024 actuarial valuation report dated 9/9/2024. All liability results, assets, and estimated contributions are presented as of 1/1/2025. Please note that results calculated using updated assets and liabilities may be substantially different. Additional pension risk information is included in the 2024 actuarial funding report.



**ROBBINSDALE**  
**FIRE**  
**RELIEF ASSOCIATION**

2025 City Council Presentation

# Who we are:



# Relief Association

## Board of Trustees

- Darren Olson      President
- Brent Nelson      Vice President
- Brian Nygard      Secretary
- Neil Dressel      Treasurer
- Jesse Hoekstra      Trustee
- Karsten Nelson      Trustee
- Guy Dorholt      Ex Officio
- Brad Sutton      Ex Officio
- Tim Sandvik      Ex Officio



# Relief Association

Consists entirely of part-time, paid-on-call staff.

For 115 years, we've responded to calls including

- Fire Suppression
- Rescue
- Extrication
- Water Rescue
- Basic Life Support
- HazMat
- Accident scene mitigation
- Supporting RPD



# Initial Training Requirements

Firefighter I and II	128 Hours
Emergency Medical Response	40 Hours
Hazardous Materials	40 Hours
Fire Apparatus Operator	88 Hours
Departmental Skills Testing	25 Hours

Total required training hours  
321 hours



# Public Education and Events

- Fire Prevention Month (Hundreds of students from area schools)
- Annual Public Safety Open House
- Fire Station Tours
- Vehicle Fair Participation
- Pet and Wheel Parade
- City Christmas Tree Lighting
- Whiz Bang Parade
- Hometown Meet and Greet
- Salvation Army Bell Ringing



# Demographics

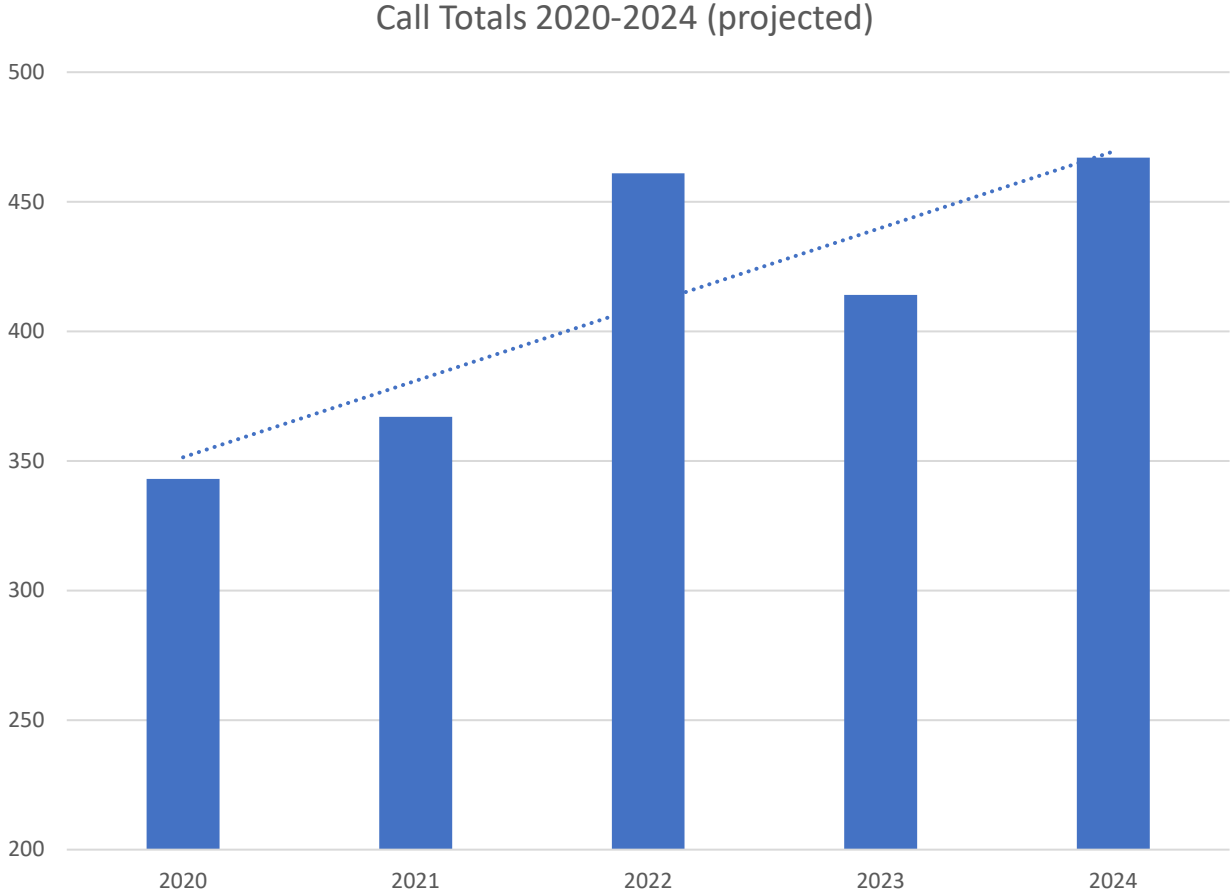
Fire Department Staff	30
Average Firefighter Age	47.2
Average Years	12.5
Fire Calls 2024	464
10-year call average	382
5-year call average	418



# Yearly Fire Calls

A comparison of total fire calls for the year from 2020 to 2024.

We're on tracking a call a day on average for this year.



# Firefighter Pension



# 2025 Pension Increase Request

The Robbinsdale Fire Department Relief Association is requesting a pension increase from the current \$12,500 per year of service to \$15,000 per year of service. This can be implemented in one of two ways we're proposing:

Option 1: Increase to \$15,000

- Reaches the allowable limit
- Eliminates the need to revisit budget increases until future legislative changes.

Option 2: Increase of \$1,250 / year for the next 2 years

- Reaches allowable limit in 2 years
- Allows time to budget and plan





## Robbinsdale Fire Relief Pension Funding

Funds are 100% Invested with the SBI

-SBI Account Value \$3.98 Million (1/1/25)

Estimated State Aid 2025	\$117,430
Estimated City Contribution 2025	\$46,659
Funding Percentage 2025**	97%

\*\*Estimated value based on actuarial report





## Robbinsdale Fire Relief Pension Funding

Current Benefit

\$12,500 per service year  
(15 years of service = \$187,500)

Partial vesting at 10 years of service, fully vested at 15 years of service.

Must be 50 years of age to collect.





## Robbinsdale Fire Relief Pension Funding

Our goal is to reach the state maximum allowable limit which last changed in 2023 from \$10,000. There is currently no legislation being discussed regarding another change.

2024 **estimated** city contribution was \$106,000 but ended up only being \$54,000.





## Benefits to Robbinsdale

- Reduces training costs and reduces turnover.
- Reduced turnover increases average experience and skills on the department.
- Increases safety within the department
- Incentivizes hiring quality firefighters





## Pension Comparisons

City	Amount
Robbinsdale	\$12,500
Plymouth	\$17,500*
Golden Valley	\$13,000**
West Metro	\$9,938.14*
Brooklyn Center	\$15,000

\*Plymouth and West Metro are defined contribution. They're on a different system.

\*\*\$15,000 pending vote





**ROBBINSDALE**

**FIRE**

**RELIEF ASSOCIATION**



TO: Mayor and City Council  
PREPARED BY: Tim Sandvik, City Manager  
APPROVED BY: Tim Sandvik, City Manager  
DATE: May 13, 2025  
RE: Regulation of Camping on City Property

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**Background:**

Staff will present the attached item, to seek feedback from Council on potential updates to City Code.

**Analysis:**

**Recommendation:**

**Attachments:**

1. DOCSOPEN-#1026852-v1-Camping\_Regulation\_-\_Work\_Session\_Packet



Kennedy & Graven  
Fifth Street Towers  
150 South Fifth Street, Suite 700  
Minneapolis, MN 55402  
(612) 337-9277 direct  
mtietjen@kennedy-graven.com

## MEMORANDUM

**TO:** Robbinsdale Mayor and City Council  
Tim Sandvik, City Manager

**FROM:** Mary Tietjen, City Attorney

**DATE:** May 8, 2025

**RE:** Regulation of Camping on City Property

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### INTRODUCTION

A situation recently arose in Robbinsdale involving an individual camping outside on the water tower 1 site. The City does not have an ordinance prohibiting or regulating camping in parks or on City property or right-of-way. Although staff feel that these types of situations warrant an attempt to first connect individuals with proper resources, they are also recommending that Council consider adoption of an ordinance to provide enforcement options.

### LEGAL AUTHORITY

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

### SAMPLE CAMPING ORDINANCES

1. City of Mankato:

**Sec. 14.08. - Camping and Activity Prohibitions.**

It shall be unlawful for any person in a park or recreation area to:

- A. Camp or stay overnight anywhere except with a permit in areas designated for camping or staying overnight in vehicles or trailers.

2. City of West St. Paul:

§ 93.06 RESTRICTED ACTIVITIES.

The activities in this section may be conducted within a park pursuant to the following regulations.

...

(D) *Camping*. It is unlawful for any park visitor to camp in a park except by permit pursuant to § 93.07.

3. City of Shakopee:

**Section 130.23 Camping on City Property.** No person shall set up, or remain in, any tent, lean-to, shack or temporary shelter or any house trailer, camp trailer, camp wagon, or the like, upon any City-owned property, street, or public right-of-way. Any such items or personal property related to those items may be removed or cleaned up by the City or its designated contractors.

4. City of Rochester:

**CHAPTER 8-15. - CAMPING ON CITY PROPERTY AND CITY RIGHT-OF-WAY**

\*\* See attached ordinance.

If the City's preference is to provide a notice or warning to individuals and/or connect them with resources before enforcing the ordinance, I would recommend a policy around that rather than including those components in the ordinance. Putting City-required steps in the ordinance itself can present some obstacles and reduce flexibility in enforcement. It would be appropriate and more effective, in my opinion, to adopt a policy related to staff expectations in addressing these situations.

**ENCAMPMENT POLICIES**

In addition to the regulation of camping on public property, some cities have adopted policies related to homeless encampments. Adoption of a policy vs. an ordinance provides flexibility in addressing this very complicated issue.

I've attached two sample policies (Brooklyn Center and Faribault) for your information and discussion.

## CHAPTER 8-15. - CAMPING ON CITY PROPERTY AND CITY RIGHT-OF-WAY

## Sec. 8-15-1. - Statement of legislative purpose and intent.

- (a) Settlements of unhoused individuals (also known as "encampments") in public spaces is a growing social, public safety, and environmental concern faced by cities of all sizes, including Rochester. The dynamics of homelessness, both short and longer term, are extremely complex, reflecting a wide range of contributing factors. It is recognized that, like many cities, Rochester's housing stock and price dynamics can create an affordability challenge, causing unstable housing for some.
- (b) Historically, in Rochester and elsewhere, encampments have attracted and involved people experiencing significant addiction and mental health challenges, as well as individuals who seek to take advantage of those staying in encampments. Among other problems, encampments tend to result in accumulation of garbage and human waste, which creates a health hazard and can contaminate the ground and water. Other typical hazards include drug paraphernalia (e.g., needles) and unchecked fires associated with cooking, often involving explosive fuels. Encampments are also prone to a heightened physical safety and property risk for those in the encampments as well as those who may be present in the same area. Encampments also tend to cause damage or disruption to the soil and forested areas.
- (c) Many in the community, including public and private entities, have responded to the needs of those experiencing housing instability, providing significant levels of resources and services. This includes current access to a daytime facility (8:00 a.m. to 8:00 p.m.) that provides access to shelter, food, medical services, laundry, and other vital services, as well as overnight shelter options at multiple facilities, supported by tremendous volunteer efforts.
- (d) In addition to the city's efforts to connect unhoused individuals with resources and services, the city also has an obligation to make best efforts to provide a safe and clean environment for other members of the community who want or need to use public spaces. Access to parks, trails, schools, green spaces, public transportation, and the protection of public utilities and infrastructure is a community good for all.
- (e) While many unhoused individuals are able to exist in a space that does not cause public disruption, it is also true that many encampments do create significant harms, for both the unhoused individuals as well as members of the public attempting to use the same spaces. Law enforcement personnel, who have had primary responsibility for responding to encampment areas, need to be supported with effective tools to address these complex situations. Encampments and unsheltered individuals who create the most social harm cannot be ignored or just moved from one space to the next.

(Ord. No. 4528, § 1, 3-18-2024)

Sec. 8-15-2. - Definitions.

The following words, terms, and phrases shall have the meanings ascribed to them in this chapter, except where the context clearly indicates a different meaning:

*City* refers to the City of Rochester, Minnesota

*Camp* means to set up, or to remain in or at a campsite.

*Campsite* means any place where any tent, lean-to, shack, or other structure, any vehicle or part thereof, or any bedding, sleeping bag, or other sleeping matter, or any stove or fire is placed, established, or maintained for the purpose of establishing or maintaining a temporary place to live.

*Overnight shelter* refers to overnight shelter services, including but not limited to the Rochester Community Warming Center, Dorothy Day Hospitality House, and Salvation Army (when operating an overnight service.)

(Ord. No. 4528, § 1, 3-18-2024)

Sec. 8-15-3. - Prohibition.

- (a) No person may camp in or upon any city land or right-of-way, unless otherwise specifically authorized, subject to the enforcement requirements in paragraph 8-15-4 below.
- (b) Any camping or campsite materials or personal property associated with a camping area that is in violation of this ordinance may be removed or cleaned up by the city or its designated contractors. The city will continue to utilize encampment protocols that will provide notice (verbal or in writing), and a reasonable period of time (generally a maximum of 48 hours) for persons to access available services and seek shelter options.

(Ord. No. 4528, § 1, 3-18-2024)

Sec. 8-15-4. - Criminal penalty.

- (a) Any violation of this section is deemed a misdemeanor, as defined in Minn. Stat. § 609.02, subd. 3, currently a crime for which a sentence of not more than 90 days or a fine of not more than \$1,000.00, or both, may be imposed.
- (b) No person may be prosecuted under this chapter unless:
  - (1) The person has been informed of the various charitable and social services available to the person, including shelter options as well as daytime services; and
  - (2)

The person has been warned that their conduct is a violation of this section, subject to criminal prosecution. An individual who has been warned and then relocates to another space that a reasonable person would understand is also covered by this section is not entitled to a new warning; and

- (3) During "nighttime" hours (8:00 p.m. to 8:00 a.m.) law enforcement personnel have confirmed that some form of overnight shelter is available to the person, and documented the same. A person who has been trespassed from otherwise available shelter services will be deemed as having shelter services available to them.

(Ord. No. 4528, § 1, 3-18-2024)

Sec. 8-15-5. - Prioritization of enforcement.

(a) Recognizing that enforcement resources are insufficient to cover all included spaces at all times, prioritization will be given to the following spaces:

- (1) In, or within 100 feet of, a city park.
- (2) Within 250 feet of a preschool, kindergarten, elementary or secondary school, or a licensed childcare center.
- (3) The area of the sidewalk corridor on city sidewalks, including bus shelters, intended for pedestrian travel or access to public transit.
- (4) Upon or within 250 feet of a lot or parcel containing an electric utility substation or electric power generation facility.
- (5) Upon or within 250 feet of a lot or parcel containing a water utility pumping facility or water storage facility.
- (6) Areas posted as no-trespassing by authorized city personnel.

(Ord. No. 4528, § 1, 3-18-2024)

# CITY OF BROOKLYN CENTER ENCAMPMENT POLICY

## 1. INTRODUCTION AND PURPOSE

This policy establishes a standard procedure for clearing encampments on property being used unlawfully by encampment residents for shelter or temporary residence within the City of Brooklyn Center. This policy also outlines the procedures for managing and—when necessary—storing personal property discovered during an encampment closure.

This policy is intended to provide guidance and direction to Brooklyn Center governmental officials and employees in evaluating and closing areas of public space being used by people experiencing homelessness for shelter or temporary residence. Nothing in this policy is intended, or should be understood, as the City of Brooklyn Center criminalizing or punishing people experiencing homelessness. The City of Brooklyn Center recognizes people experiencing homelessness—like everyone—should be treated with dignity and respect.

## 2. DEFINITIONS

- A. Encampment.** A location where one or more tent, structure, or assembly of camping equipment or personal property has been erected within the City of Brooklyn Center, and which appears to a reasonable person as being used for camping or shelter.
- B. Personal property.** An item that can be reasonably recognized as belonging to a person; has apparent use in its present condition and circumstances; and is not hazardous or otherwise a danger to health or safety (for example, a needle-strewn tent), or is not reasonably expected to become a hazard during storage (for example, wet/soiled bedding materials or food capable of spoiling).

Examples of personal property include, but are not limited to, identification, personal papers and documents, tents, bicycles, radios and other electronic equipment, eyeglasses, prescription medications, photographs, jewelry, clothing, crutches, and wheelchairs. Personal property does not include building materials such as wood products, metal, pallets, or rigid plastic.

## 3. INITIATING AN ENCAMPMENT CLEARING

- A. Criteria to initiate an encampment clearing.** An encampment may be cleared if the encampment is a documented threat to the health, safety, or security of the encampment’s residents, or to City residents neighboring the encampment. Documentation may include, but is not limited to, photographs of the encampment, police reports, fire department reports, calls for service, eyewitness statements, or reports from other City officials. Evidence of the condition of the encampment should be collected prior to clearing. Records of encampment conditions should be retained after the clearing is complete.
- B. Factors.** Risk factors will be considered in determining the urgency of encampment removal, including but not limited to:
  - i.** Presence of especially vulnerable people within the encampment (children, youth, women seniors, people with disabilities, people with addiction).
  - ii.** Dangers posed by physical location (proximity to traffic, unsafe structures).
  - iii.** Environmental hazards (fires, used needles, dangerous weather, and other natural hazards).
  - iv.** Health hazards (disease, infestations).

- v. Extreme weather (precipitation, very high and low temperatures).
- vi. Reports of violence, drug or sex trafficking and other criminal behavior.
- vii. Size and duration, including build-up of trash and waste.
- viii. Fire/asphyxiation risks (including flammable shelter materials, evidence of prior uncontrolled fires, layering of tents, generator use, dangerous heating agents near/within flammable materials).
- ix. Difficulty for first responders to reach the encampment in case of emergency or in a location that may create a notification delay

**C. Approval for encampment clearing.** The decision to initiate an encampment closure will be made by the Brooklyn Center Chief of Police. The Chief will consult with the Brooklyn Center Police Department; Brooklyn Center Fire Department; the Brooklyn Center City Attorney; and any other relevant department, governmental agency, or community partners before initiating an encampment cleanup.

**D. No criminal penalties.** If the city is unable to identify and document available alternative housing for the encampment residents, prior to the clearing of the encampment, then no criminal penalties shall be imposed on the encampment's residents.

**E. Outreach to residents.** Brooklyn Center officers will work with Hennepin County \_\_\_\_\_ to offer services, referrals, and alternative housing or shelter assistance to encampment residents prior to initiating an encampment clearing action.

#### 4. NOTICE OF ENCAMPMENT SITE CLEARING

**A. Timing of notice.** Ideally 5 days, but no fewer than 72 hours before an encampment clearing, the City shall post conspicuous notices/signs (the "Clearing Notice") throughout the immediate area of an encampment site, which shall be visible to residents of the encampment site.

**B. Contents of notice.** The Clearing Notice shall contain the following information:

- i. The day the notice was posted.
- ii. The future date and time the encampment clearing is scheduled for.
- iii. An advisement that all residents of the encampment site should gather their personal property and leave the encampment site by the time of the scheduled encampment clearing.

**C. Exceptions to Notice Requirement.** The minimum 72-hour notice is not required if Brooklyn Center Police are currently performing law enforcement activities in response to credible information regarding a threat of imminent harm and complying with the minimum 72-hour notice requirement would undermine those ongoing police activities or in the event of an emergency when there is an immediate danger to human life or safety.

#### 5. ENCAMPMENT CLEARING

**A. Police Presence.** The Brooklyn Center Police Department will be present at every encampment closure to ensure the safety of the occupants as well as city staff. If an officer cannot be present, the encampment closure will pause until an officer is available.

- B. **Personal property.** Personal property shall be stored as provided for in Section 6 and may be recovered as provided for in Section 8.
- C. **Disposal of non-personal property.** The City may remove and dispose of any non-personal property that is hazardous or otherwise a danger to health or safety or is reasonably expected to become a hazard during storage including, but not limited to garbage, debris, waste, a needle-strewn tent, wet bedding materials, perishable foods, or food contaminated property.
- D. **Determining personal property.** City staff member assisting in the encampment clearing will determine if an item is personal property based on the totality of circumstances. In cases when the status of an item cannot reasonably be determined in the staff member's judgment based on the totality of the circumstances, the staff member will treat the item as personal property.

## 6. PERSONAL PROPERTY STORAGE

- A. **Storing personal property.** The City shall store all safely storable personal property encountered when clearing an encampment.
- B. **Itemized-property procedure.** Personal property removed from a camp must be listed on an itemized inventory.
- C. **Storage location.** Personal property shall be stored at a location commonly used by the City for storing property.
- D. **Personal property deemed abandoned.** Any personal property that is collected and stored by the City, and which is not reclaimed by its owner within 60 days of its associated encampment clearing, shall be considered abandoned by the City per City policy.

## 7. POST ENCAMPMENT-CLEARING

- A. **Contents of notice.** After an encampment has been cleared where personal property has been stored, the City shall prominently post a notice/sign (the "Post Clearing Notice") at the encampment site. The Post Clearing Notice shall contain:
  - i. The date the encampment was cleared.
  - ii. The general location where any personal property was taken and is now being stored.
  - iii. How any personal property being stored by the City may be reclaimed by its owner.
  - iv. An advisement that personal property will be stored for 60 days following the encampment cleanup.
- B. **Timing.** The Post Clearing Notice shall not be removed by the City for a minimum of 10 days.

## 8. RECLAIMING PERSONAL PROPERTY

- A. A property owner claiming their personal property was removed from an encampment may contact \_\_\_\_\_ and they will be connected with the individual who will inform the property owner how their personal property may be recovered and coordinate with the property owner to recover their personal property.

- B.** The property owner shall identify themselves and describe the personal property with particularity. No proof of identification is required for an owner to recover the property. The City shall maintain a log of personal property that indicates who received the recovered property.
- C.** Storage and recovery of personal property shall be at no cost to the individual that owns the property within the City of Brooklyn Center.

## **9. PROVIDING ALTERNATIVE SHELTER**

- A.** As mentioned in section 3(E) of this policy, the City and any outreach partners, to the best of their abilities, will assist encampment residents in identifying available resources for alternative housing or other shelter.
- B.** While the City and any outreach partners will attempt to identify all alternative housing options, the City is not required to provide supplemental alternatives to individuals who have been previously or are currently excluded from available alternatives because of the individual's past behavior at these locations.

[Type here]

## 1. INTRODUCTION AND PURPOSE

This policy establishes a standard procedure for clearing encampments on property being used unlawfully by encampment residents for shelter or temporary residence within the City of Faribault. This policy also outlines the procedures for managing and—when necessary—storing personal property discovered during an encampment closure.

This policy is intended to provide guidance and direction to Faribault governmental officials and employees in evaluating and closing areas of public space being used by people experiencing homelessness for shelter or temporary residence. Nothing in this policy is intended, or should be understood, as the City of Faribault criminalizing or punishing people experiencing homelessness. The City of Faribault recognizes people experiencing homelessness—like everyone—should be treated with dignity and respect.

## 2. DEFINITIONS

- A. Encampment.** A location where one or more tent, structure, or assembly of camping equipment or personal property has been erected within the City of Faribault, and which appears to a reasonable person as being used for camping or shelter.
- B. Personal property.** An item that can be reasonably recognized as belonging to a person; has apparent use in its present condition and circumstances; and is not hazardous or otherwise a danger to health or safety (for example, a needle-strewn tent), or is not reasonably expected to become a hazard during storage (for example, wet/soiled bedding materials or food capable of spoiling).

Examples of personal property include, but are not limited to, identification, personal papers and documents, tents, bicycles, radios and other electronic equipment, eyeglasses, prescription medications, photographs, jewelry, clothing, crutches, and wheelchairs. Personal property does not include building materials such as wood products, metal, pallets, or rigid plastic.

## 3. INITIATING AN ENCAMPMENT CLEARING

- A. Criteria to initiate an encampment clearing.** An encampment may be cleared if the encampment is a documented threat to the health, safety, or security of the encampment's residents, or to City residents neighboring the encampment. Documentation may include, but is not limited to, photographs of the encampment, police reports, fire department reports, calls for service, eyewitness statements, or reports from other City officials. Evidence of the condition of the encampment should be collected prior to clearing. Records of encampment conditions should be retained after the clearing is complete.
- B. Factors.** Risk factors will be considered in determining the urgency of encampment removal, including but not limited to:
- i.** Presence of especially vulnerable people within the encampment (children, youth, women seniors, people with disabilities, people with addiction).
  - ii.** Dangers posed by physical location (proximity to traffic, unsafe structures).
  - iii.** Environmental hazards (fires, used needles, dangerous weather, and other natural hazards).
  - iv.** Health hazards (disease, infestations).
  - v.** Extreme weather (precipitation, very high and low temperatures).

[Type here]

- vi. Reports of violence, drug or sex trafficking and other criminal behavior.
- vii. Size and duration, including build-up of trash and waste.
- viii. Fire/asphyxiation risks (including flammable shelter materials, evidence of prior uncontrolled fires, layering of tents, generator use, dangerous heating agents near/within flammable materials).
- ix. Difficulty for first responders to reach the encampment in case of emergency or in a location that may create a notification delay

**C. Approval for encampment clearing.** The decision to initiate an encampment closure will be made by the Faribault Chief of Police. The Chief will consult with the Faribault Police Department; Faribault Fire Department; the Faribault City Attorney; and any other relevant department, governmental agency, or community partners before initiating an encampment cleanup.

**D. No criminal penalties.** If the city is unable to identify and document available alternative housing for the encampment residents, prior to the clearing of the encampment, then no criminal penalties shall be imposed on the encampment's residents.

**E. Outreach to residents.** Faribault officers will work with Rice County Community Based Coordinators to offer services, referrals, and alternative housing or shelter assistance to encampment residents prior to initiating an encampment clearing action.

#### 4. NOTICE OF ENCAMPMENT SITE CLEARING

**A. Timing of notice.** Ideally 5 days, but no fewer than 72 hours before an encampment clearing, the City shall post conspicuous notices/signs (the "Clearing Notice") throughout the immediate area of an encampment site, which shall be visible to residents of the encampment site.

**B. Contents of notice.** The Clearing Notice shall contain the following information:

- i. The day the notice was posted.
- ii. The future date and time the encampment clearing is scheduled for.
- iii. An advisement that all residents of the encampment site should gather their personal property and leave the encampment site by the time of the scheduled encampment clearing.

**C. Exceptions to Notice Requirement.** The minimum 72-hour notice is not required if Faribault Police are currently performing law enforcement activities in response to credible information regarding a threat of imminent harm and complying with the minimum 72-hour notice requirement would undermine those ongoing police activities or in the event of an emergency when there is an immediate danger to human life or safety.

#### 5. ENCAMPMENT CLEARING

**A. Police Presence.** The Faribault Police Department will be present at every encampment closure to ensure the safety of the occupants as well as city staff. If an officer cannot be present, the encampment closure will pause until an officer is available.

**B. Personal property.** Personal property shall be stored as provided for in Section 6 and may be recovered as provided for in Section 8.

[Type here]

- C. **Disposal of non-personal property.** The City may remove and dispose of any non-personal property that is hazardous or otherwise a danger to health or safety or is reasonably expected to become a hazard during storage including, but not limited to garbage, debris, waste, a needle-strewn tent, wet bedding materials, perishable foods, or food contaminated property.
- D. **Determining personal property.** City staff member assisting in the encampment clearing will determine if an item is personal property based on the totality of circumstances. In cases when the status of an item cannot reasonably be determined in the staff member's judgment based on the totality of the circumstances, the staff member will treat the item as personal property.

## 6. PERSONAL PROPERTY STORAGE

- A. **Storing personal property.** The City shall store all safely storable personal property encountered when clearing an encampment.
- B. **Itemized-property procedure.** Personal property removed from a camp must be listed on an itemized inventory.
- C. **Storage location.** Personal property shall be stored at a location commonly used by the City for storing property.
- D. **Personal property deemed abandoned.** Any personal property that is collected and stored by the City, and which is not reclaimed by its owner within 60 days of its associated encampment clearing, shall be considered abandoned by the City per City policy.

## 7. POST ENCAMPMENT-CLEARING

- A. **Contents of notice.** After an encampment has been cleared where personal property has been stored, the City shall prominently post a notice/sign (the "Post Clearing Notice") at the encampment site. The Post Clearing Notice shall contain:
  - i. The date the encampment was cleared.
  - ii. The general location where any personal property was taken and is now being stored.
  - iii. How any personal property being stored by the City may be reclaimed by its owner.
  - iv. An advisement that personal property will be stored for 60 days following the encampment cleanup.
- B. **Timing.** The Post Clearing Notice shall not be removed by the City for a minimum of 10 days.

## 8. RECLAIMING PERSONAL PROPERTY

- A. A property owner claiming their personal property was removed from an encampment may contact [INSERT CONTACT HERE] and they will be connected with the individual who will inform the property owner how their personal property may be recovered and coordinate with the property owner to recover their personal property.

[Type here]

- B.** The property owner shall identify themselves and describe the personal property with particularity. No proof of identification is required for an owner to recover the property. The City shall maintain a log of personal property that indicates who received the recovered property.
- C.** Storage and recovery of personal property shall be at no cost to the individual that owns the property within the City of Faribault.

## **9. PROVIDING ALTERNATIVE SHELTER**

- A.** As mentioned in section 3(E) of this policy, the City and any outreach partners, to the best of their abilities, will assist encampment residents in identifying available resources for alternative housing or other shelter.
- B.** While the City and any outreach partners will attempt to identify all alternative housing options, the City is not required to provide supplemental alternatives to individuals who have been previously or are currently excluded from available alternatives because of the individual's past behavior at these locations.



TO: Mayor and City Council  
 PREPARED BY: Tim Sandvik, City Manager  
 APPROVED BY: Tim Sandvik, City Manager  
 DATE: May 13, 2025  
 RE: Yard Waste Collection

**Background:**

With the updated Organized Hauler contract, residents have gone from an unlimited amount of yard-waste collection, to one-bin plus five bags per collection. As staff has shared, the intent of the change was to service most of the people, most of the time, at an efficient rate.

**Analysis:**

At current, Robbinsdale residents are able to drop materials at the Maple Grove Yard Waste Drop-off Site (10300 Maple Grove Pkwy N, Maple Grove) for a fee. Question have come up, as there are other cities who are able to use this facility at no fee - these cities include: Maple Grove, Champlin, Dayton, Rogers, Brooklyn Center, Brooklyn Park, New Hope, and Crystal. Note, each of these cities does it a bit differently.

City	Organized Collection?	Includes Yard Waste?	
Maple Grove	No	N/A	Maple Grove Yard Waste Site
Champlin	Yes	No	Contact hauler directly, request a one-time pick up, or use free Maple Grove Yard Waste Site
Dayton	No	N/A	Recycling collection is organized, garbage is not
Rogers	No	N/A	Contracts with Maple Grove Yard Waste for free drop off
Brooklyn Center	No	N/A	Recycling collection is organized through the Hennepin Recycling Group. For yard waste, contact your garbage hauler or drop off for free at Maple Grove
Brooklyn Park	No	N/A	Recycling organized through Hennepin Recycling Group. Yard waste drop off is free at Maple Grove.
New Hope	No	N/A	Hennepin Recycling Group. Drop yard waste at Maple Grove Yard Waste Site or contact your hauler
Crystal	No	N/A	Hennepin Recycling Group. Drop yard waste at Maple Grove Yard Waste Site or contact your hauler

The way the current agreement works, is a five year commitment is required, and fees are based

on location, distance from the site, and demographics. An initial, high level estimate to participate in 2024 would have been \$44,500.

Staff will present the item, and seek Council feedback.

**Recommendation:**

**Attachments:**

None



TO: Mayor and City Council  
PREPARED BY: Tim Sandvik, City Manager  
APPROVED BY: Tim Sandvik, City Manager  
DATE: May 13, 2025  
RE: Human Rights Commission Annual Updates

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**Background:**

At the April 15, 2025 City Council Work Session, members of the Human Rights Commission provided updates, including recommendations for Council to consider a Pro-Community Resolution.

**Analysis:**

Following the April Work Session, Council asked to bring the item back to a future conversation.

**Recommendation:**

**Attachments:**

1. Memorandum
2. Pro-community resolution draft March 26 2025

## Memorandum

To: City Council Members

From: Julie Ralston Aoki, Chair, Robbinsdale Human Rights Commission, on behalf of the HRC

Date: March 31, 2025

Re: Pro-Community Resolution

The Robbinsdale HRC is a statutorily created body that is charged with assisting the City Council in carrying out the public policy of the City “to strive to secure for all residents of the city freedom from illegal discrimination in employment, housing and real property, public accommodations, public services and education consistent with the Minnesota Human Rights Act [[Minn. Stat. Section 363A.01 et seq.](#)].” Robbinsdale City Code Section 320.03 subd. 1. The HRC’s duties include, among other things, “advis[ing] the Council on matters and problems relating to discrimination and human rights issues and behavior.” Robbinsdale City Code Section 320.03 subd. 3.

In accordance with this role and these duties, the Robbinsdale HRC has drafted the attached proposed resolution for the City Council’s consideration and discussion. The draft resolution is intended to be a clear statement recognizing that the Robbinsdale community is made up of many types of people, that the City is enriched by and values this diversity and is committed to continuing to be a place that supports equity, diversity, and inclusiveness; that the City is committed to its work to promote sustainability and address climate change; and the City is concerned about the rapid and chaotic disruption of government systems, functions, and funding that provide crucial nutrition assistance, veterans’ services, public health services, social security, Medicare/Medicaid access, and other social and health services that Robbinsdale community members need and rely on. In this environment, the HRC believes that it is useful and important for public bodies like the City Council to make these public affirmations and commitments because of the heightened levels of fear, anxiety, and stress that many community members, particularly those from marginalized groups, are experiencing.

To develop this draft, the HRC conducted legal research to find examples of how other cities are addressing these issues. Here are several examples that we identified:

- City of Ames, Iowa, [Res. No. 25-048](#), Resolution Reaffirming the City’s Commitment to the Values of Equity, Fairness, Inclusion, and Justice for the City of Ames, Iowa (adopted Feb. 11, 2025)
- City of East Providence, Rhode Island, [Mayoral Proclamation](#) on “Diversity, Equity, Inclusion & Accessibility in the City of East Providence” (issued Jan. 22, 2025)

- City of Fayetteville, Arkansas, [Res. No. 54-25](#), Affirming Fayetteville as a Welcoming and Inclusive Community (adopted Feb. 4, 2025)
- City of Houghton, Michigan, [Res. No. 2025-1963](#), Resolution to Oppose Administrative Overreach for example, in Reductions in Force of Civilian Federal Employees and in Arbitrary Rate Change Notices for Indirect Costs of Research (adopted Feb. 26, 2025), available [here](#) (scroll to p. 9)
- City of Shoreline, Washington, [Res. No. 542](#), A RESOLUTION OF THE CITY COUNCIL, CITY OF SHORELINE, WASHINGTON, AFFIRMING ITS COMMITMENT TO ENSURE THAT ALL INDIVIDUALS, REGARDLESS OF GENDER IDENTITY, SEXUAL ORIENTATION OR GENDER EXPRESSION, FEEL SAFE AND SUPPORTED, AND DECLARING THE CITY OF SHORELINE TO BE AN INVITING, EQUITABLE, AND SAFE COMMUNITY FOR LGBTQIA2S+ PEOPLE (adopted Feb. 24, 2025)
- City of Tacoma Washington, [Res. No. 41627](#), A RESOLUTION directing the City Manager to implement a policy to ensure the rights and dignity of all residents are maintained and protected (adopted Feb. 25, 2025)
- City of Tacoma, Washington, [Substitute Res. No. 41628](#), A RESOLUTION relating to civil rights, affirming and reaffirming the City's commitment to ensuring that all individuals regardless of sexual orientation or gender identity, feel safe and supported; its commitment to diversity, inclusion, and justice, ensuring that all members of our community can live authentically and without fear of discrimination or harm; its commitment to celebrating the racial, cultural, and socioeconomic diversity within the LGBTQIA2S+ community; and to protecting the civil rights of our LGBTQIA2S+ community (adopted Feb. 25, 2025)

The City of Palo Alto recently considered a similar resolution but has not adopted one to the best of our knowledge. The City Council discussed two versions of a draft at a meeting on Feb.24, 2025. The proposed resolutions, both called ""Resolution of the Council of the City of Palo Alto Denouncing Trump Administration Threats to Palo Alto Values and Interests," are available at <https://www.cityofpaloalto.org/City-Hall/City-Council/Council-Agendas-Minutes> linked in the Feb. 24, 2025 html meeting agenda.

HRC members will attend the April 8, 2025 work session meeting and will be happy to answer questions to the best of their ability. The HRC appreciates the Council's time and attention to this matter and looks forward to discussing the proposed draft with Council members.

A resolution affirming the City of Robbinsdale's commitment to maintaining and sustaining the City's values and interests in welcoming and serving all people to our community, and in the orderly functioning of government and public sector systems:

WHEREAS, the City of Robbinsdale recognizes that our community includes people of many races, ethnicities, Tribes, and nationalities; that our community is linguistically and culturally diverse; that our community includes people of different gender identities and sexual orientations, including people who are transgender and non-binary; that our community includes LGBTQ+ people; that our community includes people of different religions and people who are not affiliated with any religion; that our community includes immigrants, both recent and historical, both documented and undocumented; that our community includes people with different abilities and disabilities; that our community includes people of all ages, from babies to elders; that our community includes people who receive public benefits including economic assistance, health care coverage, nutrition assistance, child care supports, small business and other types of loans and grants, road and highway maintenance, access to state and national parks, and other services; that our community is made up of people from all walks of life, who may be employed, unemployed, and underemployed, who are renters, homeowners and the unhoused; in sum, that our community is made up of a diversity of people with different identities, cultures, experiences, and means; and

WHEREAS, the Chief of the Robbinsdale Police Department (RPD), in conjunction with the Hennepin County Chiefs of Police Association, recently issued a joint statement declaring the RPD's intent to "remain steadfast in our commitment to serve and protect everyone in our communities – regardless of immigration status," and further affirming that "Civil immigration violations fall outside of our jurisdiction and are the responsibility of federal authorities. Our officers do not ask for citizenship status or immigration papers."; and

WHEREAS, this RPD affirmation is consistent with the City of Robbinsdale's long established commitment to welcoming and supporting its immigrant residents regardless of immigration status as shown by, for example:

- the City's adoption of Resolution No. 6744 on Aug. 6, 2007, titled "A Resolution Calling for the Creation of a Path Toward Lawful Permanent Resident Status for Liberians Currently Protected by Temporary Protected Status and for the Extension of Temporary Protected Status Until Such a Permanent Solution Is Enacted;" and
- the City's adoption of Resolution No. 7958 on Oct. 17, 2017, titled "A Resolution Designating Robbinsdale as a Welcoming City to Immigrants And Refugees;" and

WHEREAS, the City welcomes and supports its LGBTQ+ and Transgender residents, as shown by, for example:

- the City's implementation of a domestic partnership registry in 2011 to provide "a means by which committed couples who reside in Robbinsdale and who share a life and home together may document their relationship, and enjoy recognition of and respect for their human rights." (Ord. No. 11-08, codified at [Robbinsdale City Code Section 1015](#));

- the City’s adoption of Resolution No. 7164 on June 19, 2012 titled “Robbinsdale City Council Resolution in Opposition to Proposed Marriage Amendment”;
- and the City’s prohibition of the discredited and harmful practice of so-called “conversion therapy” when used on minors and vulnerable adults adopted in 2021 (Ord. No. 21-01, codified at [Robbinsdale City Code Section 2050](#)); and

WHEREAS, the City recognizes the need for and is committed to improving its laws and systems to support Robbinsdale in being an inclusive and equitable community for all residents, for example by acknowledging the impacts of laws and systems that have been used in Robbinsdale to prevent people of color from buying or living in homes and to perpetuate racial segregation in housing, and supporting efforts to raise awareness about these practices. This is important because homeowner rates for people of color in Minnesota are disproportionately low compared to white people, and people of color are disproportionately represented in Robbinsdale’s renter population. These actions include:

- the City’s actions to amend Robbinsdale’s repeat nuisance call law to reduce disparities in consequences for renters vs. homeowners, as shown by [Ord. No. 21-12](#) (amending Robbinsdale City Code Sections 425 and 927);
- adoption of Resolution No. 7832 adopted on July 17, 2020 titled “A Resolution Informing the Public Regarding Racially Restrictive Covenants and Directing Staff to Provide Information and Instructions to the Public of the Process to Remove Said Covenants”<sup>1</sup>; and

WHEREAS, the City of Robbinsdale believes in the public sector for the public good, and a top priority goal for the City of Robbinsdale is to continue to promote diversity, equity and inclusion across City operations; and

WHEREAS, one way the City implements this value and goal is through the work of its Community Engagement Coordinator, a position created in YEAR?, which focuses on building and strengthening community engagement with City programs and services across all parts and with all communities in Robbinsdale, and

WHEREAS, in 2023[?], the City established a Diversity, Equity and Inclusion Committee made up of City staff to support the City in improving and maintaining its internal systems, operations, and policies in ways that are consistent with its values and commitment to providing a demographically diverse, inclusive, and equitable workplace for City employees; and

WHEREAS, policies, systems and programs to support diversity, equity, and inclusion do not constitute *per se* illegal discrimination, and are actually helpful and/or necessary to help employers, worksites, and organizations comply with anti-discrimination laws, as explained by guidance from 16 state attorneys general offices, including the Minnesota Attorney General’s Office

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<sup>1</sup> Found here, on p. 101:  
<https://weblink.robbinsdalemn.com/WebLink/DocView.aspx?id=791661&dbid=0&repo=Robbinsdale>

<https://oag.ca.gov/system/files/attachments/press-docs/DEI%20Guidance%202.13%20FINAL.pdf>); and

WHEREAS, the City of Robbinsdale and its residents rely on various federal grants and funding, such as Community Development Block Grants for local human services nonprofits; federal nutrition assistance programs serving Robbinsdale schools, child care programs, local food shelves, and residents; Head Start programs providing early education; funding for the Departments of Education, Human Services, Health, Agriculture, Pollution Control Agency, and other state agencies; Veterans Affairs funding; funding for the National Park Service; and others; and

WHEREAS, federal workers provide valuable services for the City of Robbinsdale and its residents, such as the critical safety services provided by the Federal Aviation Administration; essential scientific research, health data, and community health programs provided by CDC and the National Institutes of Health; monitoring of food safety provided by the CDC and FDA; oversight of drug and medical device safety by the FDA; administration and stewardship of national parks by the National Park Service; essential health care services for veterans provided by the U.S. Department of Veterans Affairs; essential health care services for Native Americans through the Indian Health Service including through American Indian health centers and programs in nearby Minneapolis; emergency disaster response by FEMA; oversight of federal labor and workplace protections by the Department of Labor and OSHA; response to security threats, protection of innovation, and prevention of domestic terrorism by the FBI and CIA; special education assistance by the Department of Education; and these are just a few of the many essential and important jobs performed by federal workers that are being reduced or eliminated; and

WHEREAS, the City of Robbinsdale strives to be a leader in sustainable energy action, and in 2023 adopted an Energy Action Plan that seeks to remove structural barriers to equitably serve all community members, improve quality of life for present and future generations, and make Robbinsdale resilient and adaptable to the changing climate; and

WHEREAS, the City, our residents, and our businesses have fundamental and legally protected interests in the safety, integrity and, for residents and businesses, the privacy of data relating to our finances, bank accounts, taxes, medical and health conditions, and personally-identifiable information;

**NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROBBINSDALE, MINNESOTA:** that the City of Robbinsdale affirms its commitment to being a welcoming and inclusive community where all residents can live free from discrimination, harassment, and fear; and

BE IT FURTHER RESOLVED, that the City of Robbinsdale will continue to promote policies and programs that embrace diversity, strengthen community bonds, and support the contributions of

immigrant, refugee, LGBTQ+, and people of all races, nationalities, genders, religions, ability levels, ages, and economic statuses; and

BE IT FURTHER RESOLVED, that the City of Robbinsdale upholds the principles of human dignity and equality by ensuring all residents can access city services and live without fear of discrimination or persecution; and

BE IT FURTHER RESOLVED, that the City of Robbinsdale commits to ensuring all residents feel safe reporting crimes, accessing emergency services, and seeking city assistance; and

BE IT FURTHER RESOLVED, that the City of Robbinsdale is concerned about impacts of the freezing of federal grant funding and/or cancelling of federal contracts which fund essential and important services and supports for the City and its residents; and

BE IT FURTHER RESOLVED, that the City of Robbinsdale is concerned about ongoing efforts to demolish the federal civil service system with legally questionable, ill-planned and poorly executed large scale terminations, which are wasting the valuable expertise of government workers, undermining the ability of federal programs and agencies to provide critical services necessary for the health and welfare of City residents, interfering with the sound administration of the federal government; and causing unnecessary waste of scarce federal resources to defend against litigation as a result of these hasty and poorly implemented actions; and

BE IT FURTHER RESOLVED, that the City of Robbinsdale is concerned about the replacement of scientific experts with lay decision-makers on issues of scientific research methodologies and funding priorities; and

BE IT FURTHER RESOLVED, that the City of Robbinsdale objects to reversing climate action and environmental justice policies, such as withdrawing from the Paris Accords; pulling back from supporting clean and sustainable energy production and instead elevating oil and gas production, including on formerly protected federal lands; canceling and eliminating future grants and funding for climate resiliency work; and attempting to limit local authority to address climate change; and

BE IT FURTHER RESOLVED, that the City of Robbinsdale objects to improper access to critical information that violates privacy rights and risks misuse of valuable proprietary information by the federal Department of Government Efficiency; and

BE IT FURTHER RESOLVED, that the City of Robbinsdale affirms its support for equity and racial justice and will continue the City's DEI efforts and advance its work to be a city that is inclusive, equitable, and welcoming to all; and

BE IT FURTHER RESOLVED, that the City Council of the City of Robbinsdale instructs staff to share this Resolution with our state and Congressional representatives and offer our support to advocate for these principles; and

BE IT FURTHER RESOLVED, that the City of Robbinsdale instructs staff to support other cities and counties taking similar actions, and partner with others to build collective action in support of our values and commitment to being a welcoming and inclusive city for all peoples.



TO: Mayor and City Council  
PREPARED BY: Rachel Leen, Communications Coordinator  
APPROVED BY: Tim Sandvik, City Manager  
DATE: May 13, 2025  
RE: Performance Measurement Annual Survey

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**Background:**

In 2010, the Minnesota Legislature created the Council on Local Results and Innovation. In February 2011, the Council released a standard set of ten performance measures for cities that will aid residents, taxpayers, and state and local elected officials in determining the efficacy of cities in providing services and measure residents' opinions of those services. A city that elects to participate in the standard measures/performance measurement program is eligible for a reimbursement of \$0.14 per capita, not to exceed \$25,000 and is also exempt from levy limits under sections 275.50 and 275.74 for taxes payable in the following calendar year, if levy limits are in effect.

In 2019, the Robbinsdale City Council approved the first Resolution adopting ten of the performance measures developed by the Council on Local Results and Innovation. The city has asked a similar set of 10-15 questions in each year of the survey since 2019. In 2024, 509 residents responded to the survey. The questions asked in 2024 were:

1. How long have you lived in Robbinsdale?
2. How would you rate the quality of life in Robbinsdale?
3. When you consider the property taxes you pay and the quality of city services you receive, how would you rate the general value of city services?
4. How would you describe your overall feeling of safety in the city?
5. What is your perception of the quality of services provided by the Robbinsdale Police Department?
6. What is your perception of the quality of fire education, inspection, and response services provided by the Robbinsdale Fire Department?
7. How would you rate the overall condition of city streets?
8. How would you rate the dependability and overall quality of the city water supply?
9. How would you rate the dependability and overall quality of the city sanitary sewer service?
10. How would you rate the city in enforcing the city code on such nuisance issues as parking, exterior storage and inoperable vehicles?
11. How would you rate the quality of communication/distribution of information?
12. How satisfied are you with programming and classes offered by the city's recreation department?
13. Do you find parks accessible, inclusive, and able to promote healthy and active living?

Find more information on the Performance Measurement Program from the Minnesota Office of the State Auditor at: <https://www.osa.state.mn.us/forms-deadlines/forms/performance-measurement-program/>.

**Analysis:**

There is a financial incentive to issue the community survey every year, but it is also a valuable tool for gaining benchmark data and providing Robbinsdale residents with the opportunity to give feedback and assess city services at a high level.

**Recommendation:**

Staff recommend hosting the annual survey again for the 2025 program year, using the same questions from the 2024 survey. Staff are seeking input from the Council on the recommended survey questions.

**Attachments:**

None



TO: Mayor and City Council  
PREPARED BY: Tim Sandvik, City Manager  
APPROVED BY: Tim Sandvik, City Manager  
DATE: May 13, 2025  
RE: Pet Store Ordinance

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**Background:**

At the request of Council, staff have been working with the City Attorney to better understand Ordinance language that might fit for the City of Robbinsdale.

**Analysis:**

Staff will briefly introduce the attached examples, and seek Council feedback on next direction.

**Recommendation:**

**Attachments:**

1. DOCSOPEN-#1010617-v2-Pet\_Store\_Ordinance
2. DOCSOPEN-#1015575-v2-Pet\_Store\_Ordinance

**CITY OF OAK GROVE**  
**ORDINANCE NO. 2025-01**

**AN ORDINANCE AMENDING CHAPTER 4, ARTICLE I OF THE OAK GROVE CITY  
CODE BY ADDING SECTION 4-8 CONCERNING PET STORES**

**THE CITY COUNCIL OF THE CITY OF OAK GROVE, ORDAINS AS FOLLOWS:**

**SECTION 1.** Chapter 4, Article 1 of the Oak Grove, Minnesota, City Code is hereby amended by adding the following definitions to Section 4-1 in their proper place in alphabetical order, as follows:

*Pet store* means any retail establishment, or operator thereof, which displays, sells, delivers, offers for sale, barter, auctions, gives away, or otherwise transfers companion animals in the City of Oak Grove. This definition does not apply to animal control authorities, animal shelters, or animal rescue organizations. Kennels are not included in the definition of a pet store.

*Pet store operator* means person or business entity who owns or operates a pet store.

**SECTION 2.** Chapter 4, Article 1 of the Oak Grove, Minnesota, City Code is hereby amended to include a new Section 4-8 as follows:

**Secs. 4-8.- Pet Stores.**

The City Council finds that a significant number of puppies and kittens sold at pet stores come from large-scale, commercial breeding facilities where the health and welfare of the animals are not adequately provided for; and

The City Council finds that the documented abuses endemic to mass breeding facilities include over-breeding; inbreeding; minimal to no-existent veterinary care; lack of adequate and nutritious food, water and shelter; lack of socialization; lack of adequate space; lack of adequate exercise; no or limited screening of genetic diseases; inadequate transportation and shipping protocols of puppies and kittens; and indiscriminate disposal of breeding dogs and cats who have reached the end of their profitable breeding cycle; and

The City Council finds that inhumane conditions in mass breeding facilities lead to health and behavioral issues in the animals bred in those facilities, which many consumers are unaware of when purchasing animals from pet stores due to both a lack of education on the issue and misleading tactics of pet stores in some cases. These health and behavioral issues, which may not present themselves until sometime after the purchase of the animals, can impose exorbitant financial and emotional costs on consumers; and

The City Council finds that current Federal and State regulations do not properly address the sale of dogs and cats in pet stores, while the City of Oak Grove does not possess adequate resources to safeguard the health and wellbeing of dogs and cats at the point of sale; and

The City Council finds that due in large part to pet overpopulation, numerous dogs and cats are euthanized. Restricting the retail sale of puppies and kittens is likely to increase demand from animal shelters and rescue organizations; and

The City Council finds that across the country, thousands of independent pet stores as well as large chains operate profitably with a business model focused on the sale of pet services and supplies and not the sale of commercially bred dogs or cats. Many of these stores collaborate with local animal shelters and rescue organizations to offer space and support for showcasing adoptable homeless pets on their premises; and

The City Council finds that this Ordinance will not adversely impact consumers' ability to obtain a dog or cat of their choice directly from an animal shelter, or breed-specific rescue organization, or from a breeder where the consumer can see directly the conditions in which the dogs or cats are bred or can confer directly with the breeder concerning those conditions; and

The City Council finds that it is in the best interest of the City of Oak Grove to adopt reasonable regulations to help prevent inhumane breeding conditions, promote community awareness of animal welfare, and foster a more humane environment in the City.

- (a) *Sale of cats and dogs.* No pet store shall sell, deliver, offer for sale, barter, auction, give away, or otherwise transfer or dispose of cats or dogs.
- (b) *Collaboration with shelters.* Nothing in this section shall prohibit pet stores from collaborating with animal shelters, animal rescue organizations, and animal control authorities to offer space for such entities to showcase adoptable dogs and cats inside pet stores. Such animals shall not be younger than 8 weeks old. Dogs that are showcased for adoption shall not be kept overnight at a pet store.
- (c) *Certificate of Source.* A pet store shall post and maintain a certificate of source in a conspicuous place on or within three feet of each dog's or cat's kennel, cage, or enclosure.
  - (1) A certificate of source shall be provided to the adopter of any dog or cat.
  - (2) Certificate of source records for each dog or cat shall be maintained by a pet store for at least one year from the last date that a dog or cat appeared in the store.
  - (3) Pet Stores shall make certificates of source immediately available for review upon the request of a peace officer or animal control authority, or a humane agent pursuant to Minnesota Statutes, section 343.06 acting on behalf of the city.
  - (4) Falsification of a certificate of source shall be deemed a violation of this section.
- (d) *Violation.* Any violation of this section shall be considered a misdemeanor, and the City may also enforce this section by mandamus, injunction, or other appropriate civil remedy,

in law or equity, in any court of competent jurisdiction. A violation of this section is also subject to the City's general penalties prescribed in the city code.

**SECTION 3.** This Ordinance shall be effective after passage and publication.

Passed and adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025, by the City Council of the City of Oak Grove.

By: \_\_\_\_\_  
Weston Rolf, Mayor

ATTEST:

\_\_\_\_\_  
Loren Wickham, City Administrator

**ORDINANCE NO. 2025- \_\_\_\_\_**

**AN ORDINANCE AMENDING TITLE IX, CHAPTER 34 OF THE OSSEO CITY  
CODE PERTAINING TO PET STORES**

**THE CITY COUNCIL OF THE CITY OF OSSEO HEREBY ORDAINS AS FOLLOWS:**

**Section 1. Section 94.01 (Definitions) of the Osseo City Code is amended as follows with the following definitions to be added in alphabetical order:**

***ANIMAL CONTROL AUTHORITY.*** Any governmental entity which is responsible for animal control operations in its jurisdiction.

***ANIMAL RESCUE ORGANIZATION.*** Any not-for-profit organization which has tax-exempt status under Section 501(c)(3) of the United States Internal Revenue Code, whose mission and practice is, in whole or in significant part, the rescue of animals and the placement of those animals in permanent homes, and which does not breed animals.

***ANIMAL SHELTER.*** Any not-for-profit organization which has tax-exempt status under Section 501(c)(3) of the Internal Revenue Code, which (1) accepts animals into a physical facility; (2) is devoted to the rescue, care, and adoption of stray, abandoned, unwanted or surrendered animals; (3) places animals in permanent homes or with animal rescue organizations; and (4) does not breed animals.

***CAT.*** A mammal that is wholly or in part the species *Felis domesticus*

***PET STORE.*** Any retail establishment, or operator thereof, which displays, sells, delivers, offers for sale, barter, auctions, gives away, or otherwise transfers companion animals in the City of Osseo. This definition does not apply to animal control authorities, animal shelters, or animal rescue organizations.

***PET STORE OPERATOR.*** A person or business entity who owns or operates a pet store.

**Section 2. The following new Sections 94.55 through 94.59 are added to the Osseo City Code as follows:**

**PET STORES**

**94.55 POLICY AND FINDINGS.**

The City Council is enacting this ordinance based on the following policy findings:

- (A) A significant number of puppies and kittens sold at pet stores come from large-scale, commercial breeding facilities where the health and welfare of the animals are not adequately provided for; and

- (B) The documented abuses endemic to mass breeding facilities include over-breeding; inbreeding; minimal to non-existent veterinary care; lack of adequate and nutritious food, water and shelter; lack of socialization; lack of adequate space; lack of adequate exercise; no or limited screening of genetic diseases; inadequate transportation and shipping protocols of puppies and kittens; and indiscriminate disposal of breeding dogs and cats who have reached the end of their profitable breeding cycle; and
- (C) Inhumane conditions in mass breeding facilities lead to health and behavioral issues in the animals bred in those facilities, which many consumers are unaware of when purchasing animals from pet stores due to both a lack of education on the issue and misleading tactics of pet stores in some cases. These health and behavioral issues, which may not present themselves until sometime after the purchase of the animals, can impose exorbitant financial and emotional costs on consumers; and
- (D) Current Federal and State regulations do not properly address the sale of dogs and cats in pet stores, while the City of Osseo does not possess adequate resources to safeguard the health and wellbeing of dogs and cats at the point of sale; and
- (E) Due in large part to pet overpopulation, numerous dogs and cats are euthanized. Restricting the retail sale of puppies and kittens is likely to increase demand from animal shelters and rescue organizations; and
- (F) Across the country, thousands of independent pet stores as well as large chains operate profitably with a business model focused on the sale of pet services and supplies and not the sale of commercially bred dogs or cats. Many of these stores collaborate with local animal shelters and rescue organizations to offer space and support for showcasing adoptable homeless pets on their premises; and
- (G) This Ordinance will not adversely impact consumers' ability to obtain a dog or cat of their choice directly from an animal shelter, or breed-specific rescue organization, or from a breeder where the consumer can see directly the conditions in which the dogs or cats are bred or can confer directly with the breeder concerning those conditions; and
- (H) It is in the best interest of the City of Osseo to adopt reasonable regulations to help prevent inhumane breeding conditions, promote community awareness of animal welfare, and foster a more human environment in the City.

**94.56 SALE OF CATS AND DOGS.**

No pet store shall sell, deliver, offer for sale, barter, auction, give away, or otherwise transfer or dispose of cats or dogs.

**94.57 COLLABORATION WITH SHELTERS.**

Pet stores may collaborating with animal shelters, animal rescue organizations, and animal control authorities to offer space for such entities to showcase adoptable dogs and cats inside pet stores. Such animals shall not be younger than 8 weeks old. Dogs that are showcased for adoption shall not be kept overnight at a pet store.

**94.58 CERTIFICATE OF SOURCE.**

A pet store shall post and maintain a Certificate of Source in a conspicuous place on or within three feet of each dog’s or cat’s kennel, cage, or enclosure.

- (A) A Certificate of Source shall be provided to the adopter of any dog or cat.
- (B) Certificate of Source records for each dog or cat shall be maintained by a pet store for at least one year from the last date that a dog or cat appeared in the store.
- (C) Pet Stores shall make Certificates of Source immediately available for review upon the request of a peace officer or animal control authority, or a humane agent pursuant to Minnesota Statutes section 343.06 acting on behalf of the City.
- (D) Falsification of a Certificate of Source shall be deemed a violation of this section.

**94.59 VIOLATIONS.**

Any violation of sections 94.55 through 94.58 shall be considered a misdemeanor, and the City may also enforce these sections by mandamus, injunction, or other appropriate civil remedy, in law or equity, in any court of competent jurisdiction. A violation of sections 94.55 through 94.58 is also subject to the City's general penalties prescribed in the city code.

**Section 3. Effective Date.** This ordinance shall be effective upon passage and publication.

ADOPTED by the City Council of the City of Osseo, Minnesota, this \_\_\_<sup>th</sup> day of \_\_\_\_\_ 2025.

ATTEST:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

First reading: \_\_\_\_\_, 2025

Second reading and adoption: \_\_\_\_\_, 2025  
Published: \_\_\_\_\_, 2025, *Osseo-Maple Grove Press*

September 7, 2023

**REPORT BY JIM BENSHOOF REGARDING STORM DRAINAGE FEES CHARGED  
BY CITY OF ROBBINSDALE TO  
ROBBINSDALE PARKWAY UNITED CHURCH OF CHRIST**

**BACKGROUND AND PURPOSE**

In early August 2023, leaders of Robbinsdale Parkway United Church of Christ (RPUCC) expressed concerns to me about the magnitude of storm drainage fees being charged to the church by the City of Robbinsdale. I shared with the leaders information I had obtained in 2011 and a report I prepared in July 2011 about storm drainage overcharges the City had been billing the church for multiple prior years due to an error in the area of the church's property. Gene Montanez of RPUCC then shared an email he had received from Tim Sandvik, Robbinsdale City Manager, dated August 23, 2023, which addressed current issues about storm drainage fees raised by the church. In his email, Tim cited the particular factors and overall calculation that the City applied to determine the 2023 storm drainage fee to be paid by the church. The total fee due from RPUCC for 2023 is \$8,157.

With this background, Gene requested my further review to determine whether the 2023 fee of \$8,157 is appropriate.

**CONCLUSIONS**

From this review, I have established the following conclusions:

- a) In his email dated August 23, Tim Sandvik correctly applied the City's current factors and formula to determine the \$8,157 storm drainage fee for 2023 due from RPUCC. The current factors established by the City for RPUCC are:
  - Area of property – 3.09 acres
  - REF factor – 2
  - 2023 annual rate per acre - \$1,319.88 (\$109.99 x 12)
  
- b) Though the factors and formula are correct, there are two reasons why the \$8,157 fee charged to RPUCC is vastly excessive:
  - The monthly per acre fee of \$109.99 used in the formula has escalated at an exceedingly high rate in recent years. This 2023 rate is 20% higher than the rate applied in 2022. In 2011, the rate was \$37.87; the current \$109.99 rate is 2.9 times larger (an average annual increase of 9% since 2011).

- A survey of six other churches in the Cities of Crystal, Brooklyn Center, Golden Valley, Plymouth, and New Hope revealed that all of these churches pay much less for storm drainage fees than the \$8,107 fee now charged to RPUCC. If the fees charged to these churches are adjusted to account for the relationship between the size of those properties and RPUCC, the average adjusted fee charged to RPUCC would be \$2,358 (\$5,799 less than the current \$8,701 fee charged by the City of Robbinsdale). Though this \$5,799 disparity does not constitute a legally proven result, it does demonstrate a serious problem with Robbinsdale's current fee.
- c) Given the extreme escalation of Robbinsdale's annual per acre rate for stormwater drainage fees and the vastly greater fee being charged to RPUCC relative to churches in five nearby cities, I believe the City of Robbinsdale should immediately take the following steps:
- 1) Complete a comprehensive analysis of the current basis for determining stormwater drainage fees to determine why churches, and possibly other properties, are being so severely overcharged.
  - 2) Modify the basis for determining stormwater drainage fees for churches, so that the resultant fees are comparable to churches in nearby cities.
  - 3) Through the modifications in step 2), ensure that the 2023 stormwater drainage fee for RPUCC does not exceed \$2,400 (approximate adjusted average of six churches in nearby cities).
  - 4) Seriously consider providing a refund to RPUCC and other churches in Robbinsdale for this multi-year practice that the City overcharged for stormwater drainage fees. Specifically, consider calculating this refund to encompass overcharges for the last five years.

Information constituting the basis for the two reasons under above item b) is presented next.

#### EXTREME ESCALATION OF PER ACRE AMOUNT CHARGED BY CITY OF ROBBINSDALE FOR STORM DRAINAGE FEES

The per acre amount charged by the City has increased by 190% since 2011 (an average annual rate of 9%) from 37.87 to 109.99. Furthermore, the rate increased by 20% in just the last year, from \$91.66 to 109.99. This pace of increase far exceeds the overall levels of inflation experienced during this period.

## CURRENT STORM SEWER DRAINAGE FEE CHARGED BY CITY OF ROBBINSDALE FAR EXCEEDS FEES CHARGED TO CHURCHES IN OTHER NEARBY CITIES

Though every city has different storm drainage circumstances, fees charged to churches in other nearby cities provide a basis to judge the reasonableness of fees charged by Robbinsdale. To that end, I have investigated the fees charged to six different churches, one each in Crystal, Brooklyn Center, Golden Valley, and Plymouth and two in New Hope. The results are presented next. For each church, an email from the appropriate city representative and a Hennepin County property map are provided in the appendix.

### Brunswick Methodist Church, 6122 42<sup>nd</sup> Avenue N., City of Crystal

The City of Crystal applies a formula very similar to Robbinsdale – a per acre amount times the REU factor times property acreage. On a quarterly basis, the current per acre amount is \$100.75, the REU factor for churches is 3.0, and the total size of the Brunswick Church property is 2.58 acres. The resultant quarterly storm drainage fee charged the church is \$779.81, which translates to an annual fee of \$3,119.24. **If this methodology were applied to RPUCC, the total annual fee for RPUCC would be \$3,736 ( $\$3,119.24 \times 3.09/2.58$ ).**

### Cross of Glory Lutheran Church, 5929 Brooklyn Blvd., Brooklyn Center

The City of Brooklyn Center charges churches a quarterly amount of \$219.54 per acre for storm drainage fees. Applying that rate to the 4.71 acres of property determined by the City results in a total quarterly fee for this church of \$1,033.37. This translates to an annual fee of \$4,133.48. **If this methodology were applied to RPUCC, the total annual fee for RPUCC would be \$2,712 ( $\$4,133.48 \times 3.09/4.71$ ).**

### Valley Community Presbyterian Church, 3100 Lilac Dr. N., Golden Valley

The City has reported that the monthly storm drainage fee charged to this church is \$119.70, based on an REU factor of 1.5 and property size of 2.85 acres. This translates to an annual fee of \$1,436. **If this methodology were applied to RPUCC, the total annual fee for RPUCC would be \$1,557 ( $\$1,436 \times 3.09/2.85$ ).**

### Pilgrim United Methodist Church, 4325 Zachary Lane N., Plymouth

The City of Plymouth bills churches \$62.04 per month per acre for storm drainage fees. Applying that rate to the church's property size of 4.87 acres results in a monthly fee of \$302.13. This translates to an annual fee of \$3,626. **If this methodology were applied to RPUCC, the total annual fee for RPUCC would be \$2,301 ( $\$3,626 \times 3.09/4.87$ ).**

Holy Nativity Evangelical Lutheran Church, 3900 Winnetka Avenue N., New Hope

The property size for this church is 3.89 acres. Based on an established rate per acre, the appropriate REU factor and area of the property, the City of New Hope has determined that the current monthly stormwater drainage fee charged to this church is \$228.31. This translates to an annual fee of \$2,739.72. **If this methodology were applied to RPUC, the total annual fee for RPUC would be \$2,176 ( $\$2,739.72 \times 3.09/3.89$ ).**

House of Hope Lutheran Church, 4800 Boone Avenue N., New Hope

The property size for this church is 4.22 acres. Based on an established rate per acre, the appropriate REU factor and area of the property, the City of New Hope has determined that the current monthly stormwater drainage fee charged to this church is \$189.66. This fee is lower than the City's charge to the Holy Nativity Lutheran Church, because the impervious percentage of the property is lower. This translates to an annual fee of \$2,275.92 **If this methodology were applied to RPUC, the total annual fee for RPUC would be \$1,666 ( $\$2,275.92 \times 3.09/4.22$ ).**

## APPENDIX

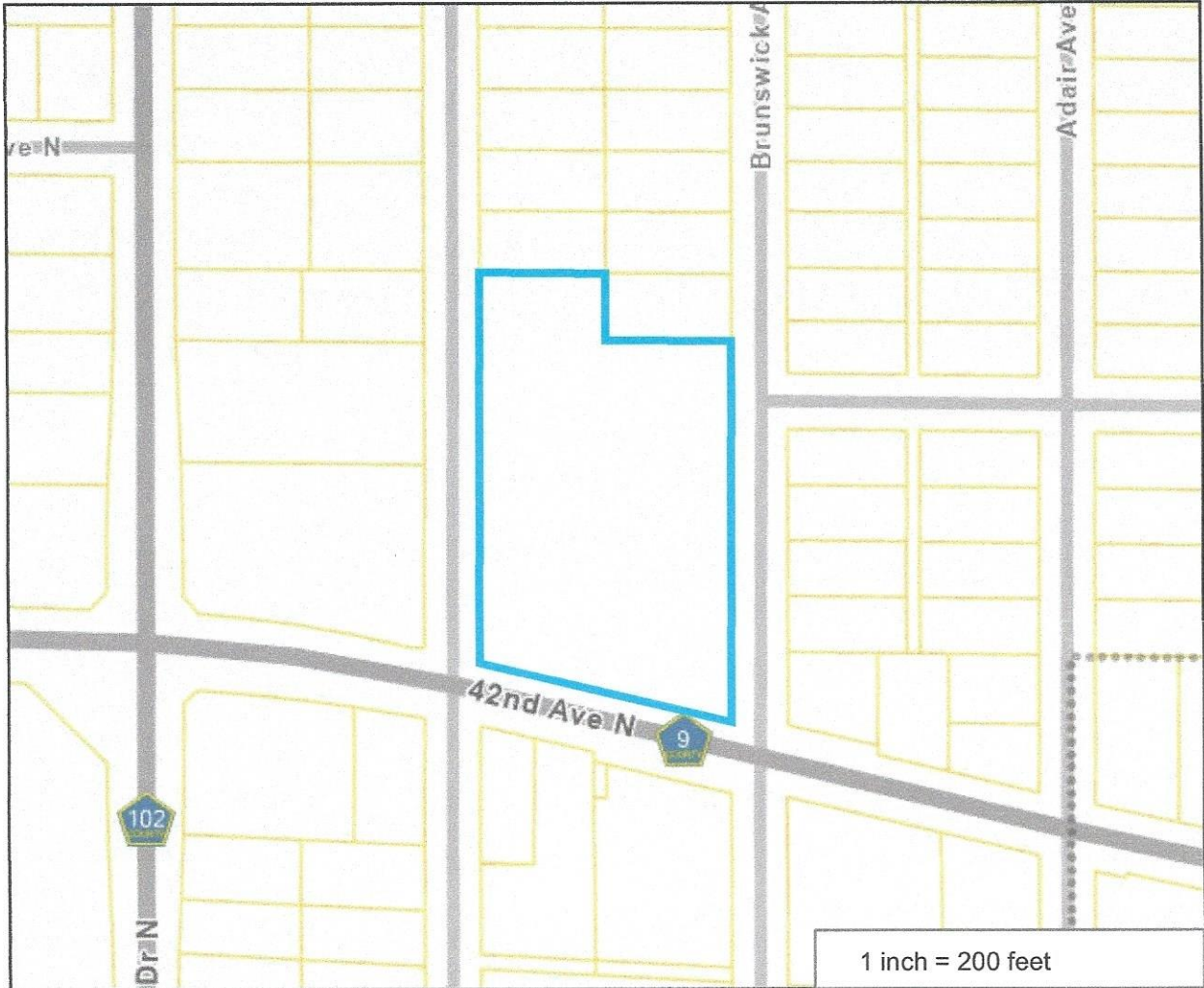
For each church, in the same order as presented in the report, the following information is provided:

- Hennepin County property map
- Documentation from a City staff person regarding the methodology and current storm water drainage fee billed to that church



# Hennepin County Property Map

Date: 8/28/2023



PARCEL ID: 1611821220049

OWNER NAME: Brunswick Meth Ch

PARCEL ADDRESS: 6122 42nd Ave N, Crystal MN 55422

PARCEL AREA: 2.59 acres, 112,677 sq ft

A-T-B: Torrens

SALE PRICE:

SALE DATE:

SALE CODE:

ASSESSED 2022, PAYABLE 2023

PROPERTY TYPE: Commercial-Preferred

HOMESTEAD: Non-Homestead

MARKET VALUE: \$0

TAX TOTAL: \$0.00

ASSESSED 2023, PAYABLE 2024

PROPERTY TYPE: Commercial

HOMESTEAD: Non-Homestead

MARKET VALUE: \$0

**Comments:**

93,119.24 AM year  
 3.09  
 $RPMCC = \frac{3.09}{2.59} \times 3119.24$   
 = 3,721.41

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**RE: question about storm sewer charges**

Jodi Bursheim <jodi.bursheim@abdofs.com>

Tue 9/5/2023 5:03 PM

To: JIM BENSHOOF <jabenshoof@msn.com>

Hi Jim,

Thank you for your email and as promised here is the information you requested.

The City of Crystal calculates the storm sewer charges with a formula set by the city code:

Fee x REU (Residential Equivalency Units) x Property Acreage.

**The City Code for determining REU is as follows:**

Subd. 2. Determination of REF's for land uses. The REFs for the following land uses within the city and the billing classifications for those land uses are as follows:

Cemeteries, vacant	0.25
Parks and railroads	0.75
Two-family residential	1.00
Single-family residential	1.00
Public and private schools and institutional uses, airport	1.25
Multiple-family residential uses and churches	3.00
Commercial, industrial and warehouse uses	5.00

This specific property is 2.58 acres and has been determined to have an REU of 3 (which is for churches as noted above in red).

For non-single and two family properties, the base fee per quarter is \$100.75 (\$ per acre) which is identified in the billing system as a commercial rate but really pertains to all properties that are not single family or two-family residential properties.

Using the formula above, the fee is as follows:  
\$100.75 \* 3 \* 2.58 = \$779.81 per quarter (\$3,119.24 annually)

Please let me know if you have any further questions. Thank you, have a great day!

Jodi Bursheim

---

**From:** JIM BENSHOOF <jabenshoof@msn.com>  
**Sent:** Thursday, August 31, 2023 4:31 PM  
**To:** Jodi Bursheim <jodi.bursheim@abdofs.com>  
**Subject:** Re: question about storm sewer charges

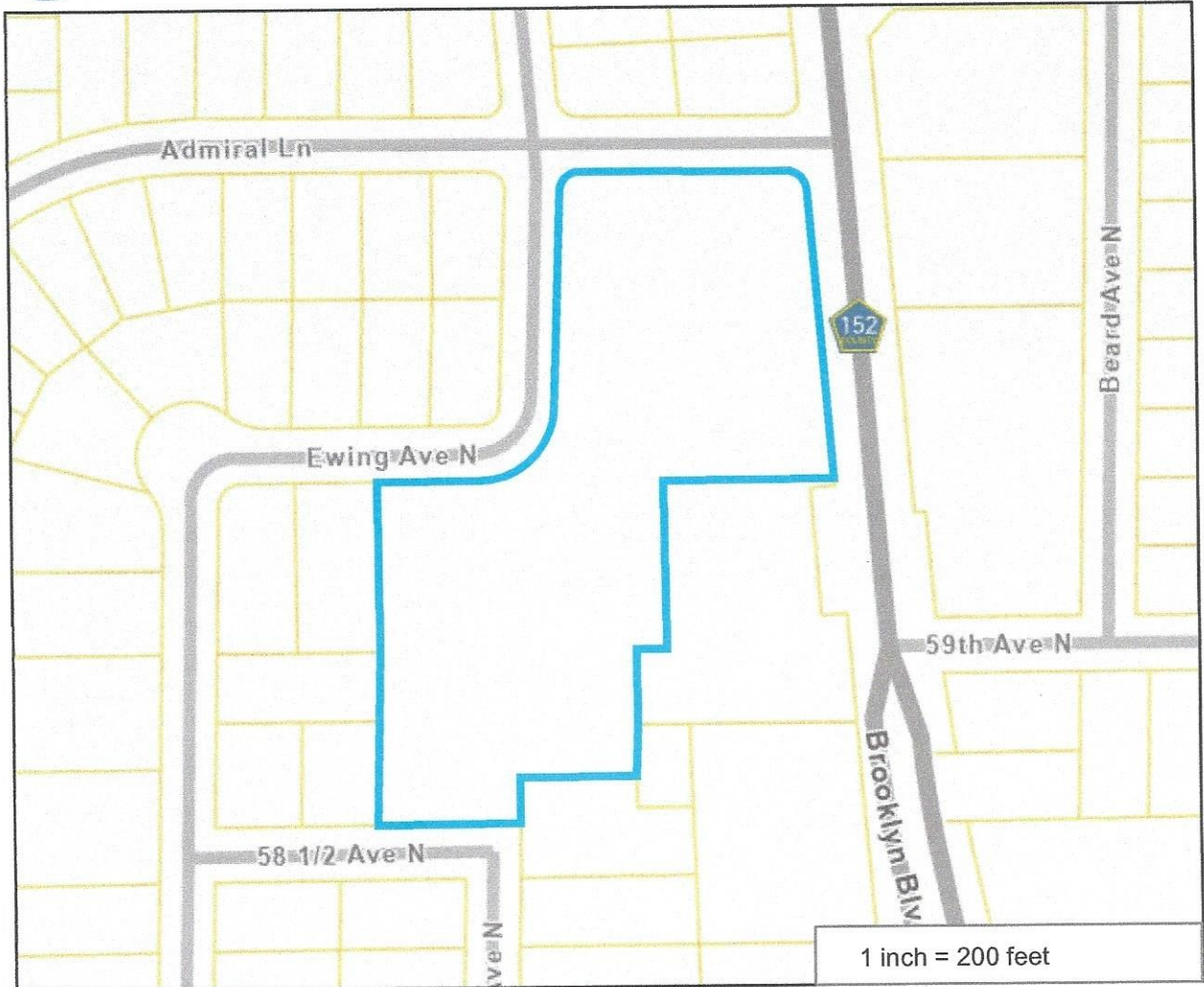
Thanks, Jodi, for your response. Yes, your response by the middle of next week will be much appreciated

Sent from my iPhone



# Hennepin County Property Map

Date: 8/28/2023



PARCEL ID: 0311821120097

OWNER NAME: Cross Of Glory Lutheran Ch

PARCEL ADDRESS: 5929 Brooklyn Blvd,  
Brooklyn Center MN 55429

PARCEL AREA: 4.59 acres, 199,791 sq ft

A-T-B: Both

SALE PRICE:

SALE DATE:

SALE CODE:

ASSESSED 2022, PAYABLE 2023

PROPERTY TYPE: Commercial-Preferred

HOMESTEAD: Non-Homestead

MARKET VALUE: \$0

TAX TOTAL: \$0.00

ASSESSED 2023, PAYABLE 2024

PROPERTY TYPE: Commercial

HOMESTEAD: Non-Homestead

MARKET VALUE: \$0

### Comments:

annual fee = 1033.37 x 4  
 = 4,133.48

RPHCC = 3.09  
 4.71 / 1.58 x 4,133.48  
 = 2,711.75

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RE: question about storm sewer charges

Angela Holm <aholm@brooklyncentermn.gov>

Fri 9/1/2023 3:44 PM

To: 'JIM BENSHOOF' <jabenshoof@msn.com>

My apologies. I misinterpreted the Sewer portion of your ask.

The current fees for Storm Sewer for Multi-Family and Churches is a quarterly fee of \$219.54 per acre. The quarterly fee is \$1,033.37

Thank you,



**Angela J Holm**  
**Finance Director**

6301 Shingle Creek Pkwy | Brooklyn Center, MN 55430

Direct: (763) 569-3345 | Cellular: (612) 517-4366

Office: (763) 569-3300

[aholm@ci.brooklyn-center.mn.us](mailto:aholm@ci.brooklyn-center.mn.us)

[Website](#) | [Twitter](#) | [Nextdoor](#) | [LinkedIn](#) | [CodeRED](#) | [YouTube](#)

**From:** JIM BENSHOOF <jabenshoof@msn.com>

**Sent:** Friday, September 1, 2023 1:27 PM

**To:** Angela Holm <aholm@brooklyncentermn.gov>

**Subject:** Re: question about storm sewer charges

Thanks, Angie, for your response, but it doesn't answer my question. I would like to learn what your City charges the Cross of Glory Lutheran Church for STORM WATER fees. Thanks for your assistance.

Jim

Sent from my iPhone

On Sep 1, 2023, at 1:00 PM, Angela Holm <[aholm@brooklyncentermn.gov](mailto:aholm@brooklyncentermn.gov)> wrote:

Hello Jim,

The City of Brooklyn Center sewer charges are based on residential or non-residential rates.

The church is considered non-residential so is billed at a rate of \$4.35/1,000 gallons. Our billing is done on a quarterly basis.

Billing fluctuates somewhat, but averages about \$250/quarter for sanitary sewer charges.

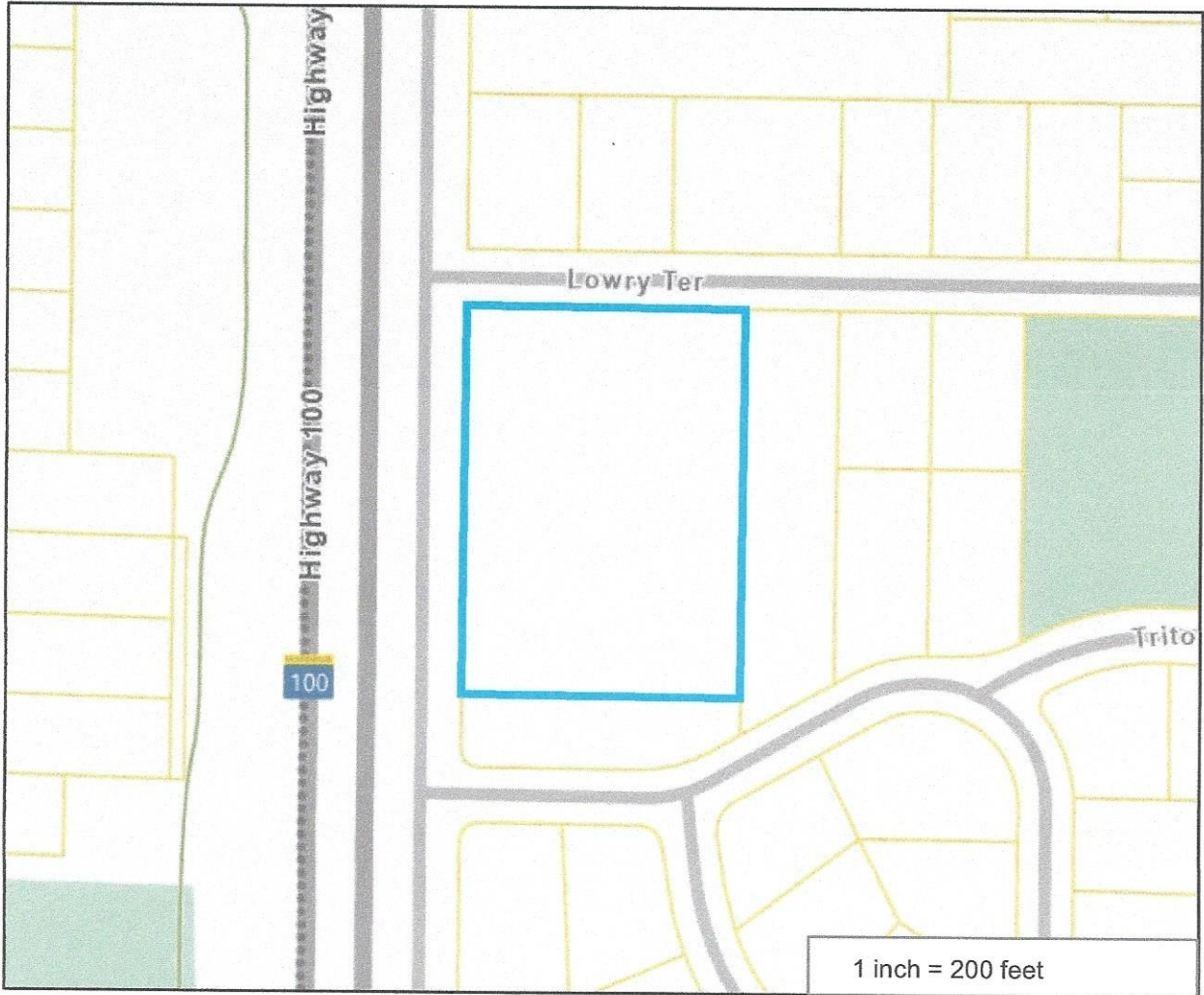
Please let me know if you need any additional information to assist in your evaluation.

Thank you,  
Angie Holm



# Hennepin County Property Map

Date: 8/28/2023



PARCEL ID: 0702924320001

OWNER NAME: Valley Comm Presb Ch

PARCEL ADDRESS: 3100 Lilac Dr N, Golden Valley MN 55422

PARCEL AREA: 2.89 acres, 125,878 sq ft

A-T-B: Torrens

SALE PRICE:

SALE DATE:

SALE CODE:

ASSESSED 2022, PAYABLE 2023

PROPERTY TYPE: Commercial-Preferred

HOMESTEAD: Non-Homestead

MARKET VALUE: \$0

TAX TOTAL: \$0.00

ASSESSED 2023, PAYABLE 2024

PROPERTY TYPE: Commercial

HOMESTEAD: Non-Homestead

MARKET VALUE: \$0

Comments:

for 2.89 acres  
 monthly = 119.70  
 annual = 1,436

for 2.85 x .51 + .99 acres = 4.35  
 monthly 182.70  
 annual 2192

RP45C  
 $\frac{3.09}{4.35} \times 2192 = 1557.08$

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RE: question about storm sewer charges

Finance <finance@goldenvalleymn.gov>

Wed 8/30/2023 6:10 AM

To:'JIM BENSHOOF' <jabenshoof@msn.com>;Finance <finance@goldenvalleymn.gov>

REU Factors 1.5  
Acreage 2.85

119.70 per month

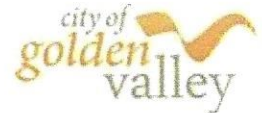


Storm  
Sewer  
Utility Rate

Charge per acre for property X Residential Equivalency Factor (REF)

\$28.00

Sue Virnig | Finance Director | City of Golden Valley  
7800 Golden Valley Road | Golden Valley, MN 55427 | 763-593-8010 | 763-593-3969 (Fax) | 763-593-3968 (TTY) | [svirnig@goldenvalleymn.gov](mailto:svirnig@goldenvalleymn.gov)



From: JIM BENSHOOF <jabenshoof@msn.com>  
Sent: Tuesday, August 29, 2023 6:38 PM  
To: Finance <finance@goldenvalleymn.gov>  
Subject: Re: question about storm sewer charges

Yes, storm water charges.

Sent from my iPhone

On Aug 29, 2023, at 6:02 PM, Finance <[finance@goldenvalleymn.gov](mailto:finance@goldenvalleymn.gov)> wrote:

It is based on the size of the meter and the use of water. That is the amount they pay per month \$589.62. Maybe you are asking for storm water charges instead?

Sue Virnig | Finance Director | City of Golden Valley  
7800 Golden Valley Road | Golden Valley, MN 55427 | 763-593-8010 | 763-593-3969 (Fax) | 763-593-3968 (TTY) | [svirnig@goldenvalleymn.gov](mailto:svirnig@goldenvalleymn.gov)

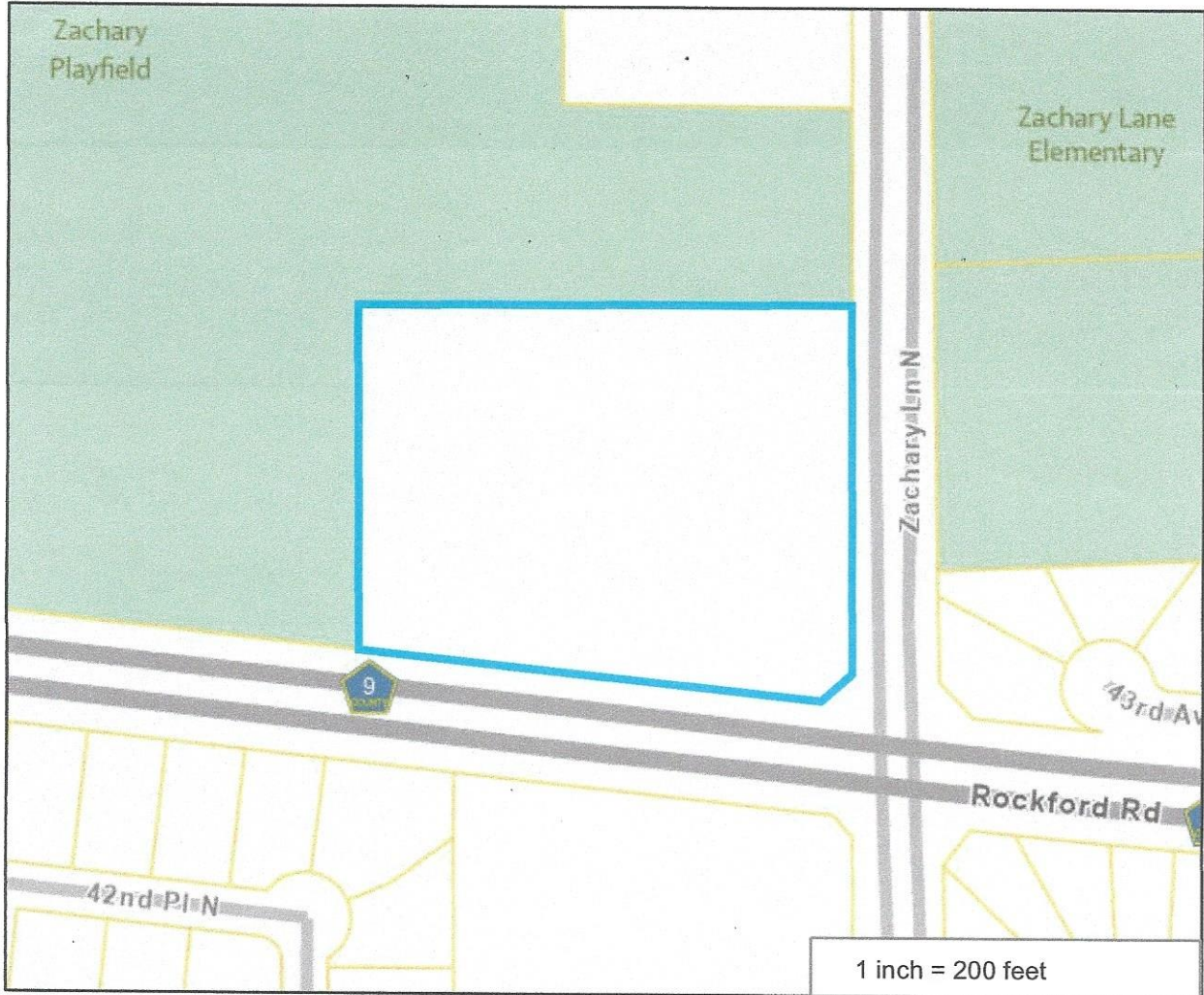
<image001.jpg>

From: JIM BENSHOOF <[jabenshoof@msn.com](mailto:jabenshoof@msn.com)>  
Sent: Tuesday, August 29, 2023 5:30 PM  
To: Finance <[finance@goldenvalleymn.gov](mailto:finance@goldenvalleymn.gov)>



# Hennepin County Property Map

Date: 8/28/2023



PARCEL ID: 1411822110004

OWNER NAME: Pilgrim United Methodist Ch

PARCEL ADDRESS: 4325 Zachary La N, Plymouth MN 55442

PARCEL AREA: 4.87 acres, 212,154 sq ft

A-T-B: Abstract

SALE PRICE:

SALE DATE:

SALE CODE:

ASSESSED 2022, PAYABLE 2023

PROPERTY TYPE: Commercial-Preferred

HOMESTEAD: Non-Homestead

MARKET VALUE: \$0

TAX TOTAL: \$0.00

ASSESSED 2023, PAYABLE 2024

PROPERTY TYPE: Commercial

HOMESTEAD: Non-Homestead

MARKET VALUE: \$0

### Comments:

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RE: question about storm sewer fees

Webmail - Utility Billing <UtilityBilling@plymouthmn.gov>

Tue 8/29/2023 1:29 PM

To: JIM BENSHOOF <jabenshoof@msn.com>

Hi Jim!

This property would be considered commercial and gets billed every month. Surface water (storm water) gets billed at \$62.04 a month PER acre. Not sure if you were also looking for sewer but that would be charged at \$8.46 a month plus \$4.97 per 1,000 gallons.

You can get more information about our rates on our website at

<https://www.plymouthmn.gov/departments/administrative-services-/finance/utility-billing/rates>

Thanks,

**Shaye Althoff | Accounting Specialist**

City of Plymouth

3400 Plymouth Boulevard

Plymouth, MN 55447

Phone: 763.509.5333

[www.plymouthmn.gov/payonline](http://www.plymouthmn.gov/payonline)

---

**From:** JIM BENSHOOF <jabenshoof@msn.com>

**Sent:** Tuesday, August 29, 2023 11:25 AM

**To:** Webmail - Utility Billing <utilitybilling@plymouthmn.gov>

**Subject:** question about storm sewer fees

You don't often get email from [jabenshoof@msn.com](mailto:jabenshoof@msn.com). [Learn why this is important](#)

I am a resident of Crystal and am investigating storm sewer charges that the City of Robbinsdale applies to a church in Robbinsdale that my wife and I attend. I would like to identify some comparable churches in nearby cities and the storm sewer fees that they pay. To that end, I would like to address the Pilgrim United Methodist Church at 4325 Zachary Lane in Plymouth. Could you please tell me the current annual storm sewer fee that this church pays to the City and how this fee is calculated?

Thanks for your assistance.

Jim Benshoof

# STAY CONNECTED

Sign up for the latest news and updates from the City of Plymouth.

Email Address

Subscribe

*Cost for storm sewer monthly*  
 $62.07 \times 4.87 = 302.13$   
*annual*  
 $302.13 \times 12 = 3,626$

*RPUCC*  
 $\frac{3.09}{4.87} \times 3626 = \$2301$

## Utility Rates

### Utility Rates - Effective for Services Incurred in 2023

Rate increase for 2023: 3% increase for water and 5.5% increase for sewer

<b>Water:</b>	Water rates are volume based. \$4.96 per month base charge, plus: <b>Residential:</b> \$1.79 per 1,000 gallons up to 12,500 gallons \$2.25 per 1,000 gallons from 12,501 to 35,000 gallons \$3.87 per 1,000 gallons for all usage greater than 35,000 gallons <b>Commercial/Industrial:</b> \$2.14 per 1,000 gallons
<b>Oversized Commercial Meter Accounts:</b>	The water usage fee includes a demand charge for metered service sizes larger than one inch. <b>Demand Charge (based on the size of the meter):</b> \$61.81 – 1 1/2" meter \$92.72 – 2" meter \$193.18 – 3" meter \$309.09 – 4" meter \$618.23 – 6" meter
<b>Irrigation:</b>	<b>Residential (separately metered):</b> \$2.25 per 1,000 gallons up to 35,000 gallons \$3.87 per 1,000 gallons for all usage greater than 35,000 gallons <b>Commercial/Industrial:</b> \$2.67 per 1,000 gallons
<b>Sewer:</b>	\$8.46 per month, plus \$4.97 per 1,000 gallons
<b>Recycling:</b>	\$4.25 per month, per household
<b>Surface Water:</b>	\$8.66 per month – residential \$28.70 per month – multi-residential, per acre <u>\$62.04 per month – Commercial, per acre</u>
<b>Street Lighting:</b>	<b>Residential:</b> \$3.25 per month for properties that have neighborhood street lighting <b>Commercial/Industrial:</b> \$3.25 per month multiplied by a rate factor of five for each street light benefiting the property

The City of Plymouth accepts cash, checks, credit cards and automatic pay plan for utility payments. Payments are accepted by mail and at Plymouth City Hall, 3400 Plymouth Blvd. – an all-hours drop box is available in front of City Hall. Payments are also accepted online or over the phone with the city's authorized payment processor, Payment Service Network – visit the [Payment Options](#) page for more information.



PARCEL ID: 1711821320004

OWNER NAME: Holy Nativity Ev Lutheran Ch

PARCEL ADDRESS: 3900 Winnetka Ave N, New Hope MN 55427

PARCEL AREA: 3.89 acres, 169,376 sq ft

A-T-B: Abstract

SALE PRICE:

SALE DATE:

SALE CODE:

ASSESSED 2022, PAYABLE 2023

PROPERTY TYPE: Commercial-Preferred

HOMESTEAD: Non-Homestead

MARKET VALUE: \$0

TAX TOTAL: \$0.00

ASSESSED 2023, PAYABLE 2024

PROPERTY TYPE: Commercial

HOMESTEAD: Non-Homestead

MARKET VALUE: \$0

### Comments:

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

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# Hennepin County Property Map

Date: 8/28/2023



PARCEL ID: 0711821420036

OWNER NAME: House Of Hope Luth Church

PARCEL ADDRESS: 4800 Boone Ave N, New Hope MN 55428

PARCEL AREA: 4.22 acres, 183,636 sq ft

A-T-B: Torrens

SALE PRICE:

SALE DATE:

SALE CODE:

ASSESSED 2022, PAYABLE 2023

PROPERTY TYPE: Commercial-Preferred

HOMESTEAD: Non-Homestead

MARKET VALUE: \$0

TAX TOTAL: \$0.00

ASSESSED 2023, PAYABLE 2024

PROPERTY TYPE: Commercial

HOMESTEAD: Non-Homestead

MARKET VALUE: \$0

### Comments:

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

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From: JIM BENSHOOF <jabenshoof@msn.com>  
 Sent: Wednesday, September 6, 2023 3:20 PM  
 To: utilitybilling <utilitybilling@newhopemn.gov>  
 Cc: Matthew Rowedder <mrowedder@newhopemn.gov>  
 Subject: Re: question about storm sewer fees

Matt,

Thanks for your prompt response to the voicemail message I left this afternoon. This information is helpful, but does not cover the most important question I raised. Based on the methodologies you apply, please tell me the current total annual storm drainage fee that is charged to each of the following two churches:

• **Holy Nativity Evangelical Lutheran Church, 3900 Winnetka Avenue N.** The parcel ID for this church is 1711821320004.

8/31/2023 0:00	Cycle Billing Due:	\$228.31
	09/16/2023	
7/31/2023 0:00	Cycle Billing Due:	\$228.31
	08/16/2023	
6/30/2023 0:00	Cycle Billing Due:	\$228.31
	07/16/2023	
5/31/2023 0:00	Cycle Billing Due:	\$228.31
	06/16/2023	
4/30/2023 0:00	Cycle Billing Due:	\$228.31
	05/16/2023	
3/31/2023 0:00	Cycle Billing Due:	\$228.31
	04/16/2023	
2/28/2023 0:00	Cycle Billing Due:	\$228.31
	03/16/2023	
1/31/2023 0:00	Cycle Billing Due:	\$219.50
	02/16/2023	
12/31/2022 0:00	Cycle Billing Due:	\$219.50
	01/16/2023	
11/30/2022 0:00	Cycle Billing Due:	\$219.50
	12/16/2022	
10/31/2022 0:00	Cycle Billing Due:	\$219.50
	11/16/2022	
9/30/2022 0:00	Cycle Billing Due:	\$219.50
	10/16/2022	
8/31/2022 0:00	Cycle Billing Due:	\$219.50
	09/16/2022	

Total For 2023 = \$228.31 x 12 = \$2739.72

• **House of Hope Lutheran Church, 4800 Boone Avenue N.** The parcel ID for this church is 0711821420036.

8/31/2023 0:00	Cycle Billing Due:	\$189.66	\$189.66
	09/16/2023		
7/31/2023 0:00	Cycle Billing Due:	\$189.66	\$189.66
	08/16/2023		
6/30/2023 0:00	Cycle Billing Due:	\$189.66	\$189.66
	07/16/2023		
5/31/2023 0:00	Cycle Billing Due:	\$189.66	\$189.66
	06/16/2023		
4/30/2023 0:00	Cycle Billing Due:	\$189.66	\$189.66
	05/16/2023		
3/31/2023 0:00	Cycle Billing Due:	\$189.66	\$189.66
	04/16/2023		
2/28/2023 0:00	Cycle Billing Due:	\$189.66	\$189.66
	03/16/2023		
1/31/2023 0:00	Cycle Billing Due:	\$182.34	\$182.34
	02/16/2023		
12/31/2022 0:00	Cycle Billing Due:	\$182.34	\$182.34
	01/16/2023		
11/30/2022 0:00	Cycle Billing Due:	\$182.34	\$182.34
	12/16/2022		
10/31/2022 0:00	Cycle Billing Due:	\$182.34	\$182.34
	11/16/2022		
9/30/2022 0:00	Cycle Billing Due:	\$182.34	\$182.34
	10/16/2022		
8/31/2022 0:00	Cycle Billing Due:	\$182.34	\$182.34
	09/16/2022		

Total for 2023 = \$189.66 x 12 = \$2,275.92

I appreciate your assistance.



**City Robbinsdale**  
4100 Lakeview Avenue North  
Robbinsdale, Minnesota 55422-1898  
Phone: (763) 537-4534  
Fax: (763) 537-7344

November 14, 2023

Mayor Blonigan, Robbinsdale City Councilmembers

In response to the October 17, 2023 City Council Work Session topic of Storm Water rates, I wanted to provide a bit more feedback. To recap, the Council was joined by representatives from four churches, all of whom requested a reduction in their storm water utility rates.

To start, the City of Robbinsdale charges storm sewer rates by establishing a fee, and then multiplying that fee by REF (Residential Equivalency Factor). Note, REF is calculated by impervious surface coverage (.25 < 20%, 1 = 20%-40%, 2 = 41%-60%, 3 = 61% - 80%, and 5 = >80%). The Fee multiplied by REF is then multiplied by acreage to give a total fee charge to the property. This formula is considered to be equitable, as different properties may have different uses, but the impervious surface measurement is used as that reflects the amount of water that is contributed to the stormwater system.

Prior to the October Work Session, Council was provided a report by Mr. Benshoof of Robbinsdale UCC. This report included a breakdown of neighboring churches (in other municipalities), and ultimately made the argument that Robbinsdale's charges should be reduced for churches. I have no reason to believe Mr. Benshoof data is incorrect, and I summarized his findings in the attached spreadsheet.

I have also supplemented this data, to give a 'fuller-picture'. Ultimately, the comparisons don't paint the entirety of the picture. For example, Plymouth has a significantly lower Tax Capacity Rate than other neighboring cities; however, a median value home in Plymouth is significantly higher than in Robbinsdale, resulting in a lower ratio (Tax Levy/Taxable Value). Another item worth calling out is that Levy/Population varies so much, because each municipality has a different makeup of Residential, Commercial, and Industrial (taxable and exempt) property. Finally, Golden Valley recently approved a sales tax – yet another mechanism to consider.

During the discussion, we were all in a agreement that Robbinsdale's infrastructure is more aged than the neighboring communities – while I enjoy driving my 20 year old car, my expenses (both maintenance, and eventually a new purchase) are higher than our neighbors who drive a 10 year old car. These costs will continue to grow for our neighbors in the future, and when that happens, costs will be settling for Robbinsdale. Along those lines, there was agreement that expenditures are thoughtfully planned, and its not as if these projects have been wasteful.

Finally, it was suggested that a reduction in cost, for those represented, to be more in line with neighboring cities, would result in roughly \$50,000. While not explicit, I understood the suggestion that the reduction in those costs could then be spread out over other utility users. This does not follow an equitable practice. I did not have the sense that those present were only asking for a reduction for themselves; however, this group only represented 4 of the 13 Churches (13 is based on Hennepin County Assessor's Office of Exempt Churches Count). As shared in the meeting, for City staff to support any changes to fee structure, all parcels should be considered.

At current, there are 5,284 parcels that fall into 61 different categories in Robbinsdale. Of those, 136 Parcels are exempt (non-tax-paying). If Council were to support a reevaluation of how storm sewer rates are distributed, staff recommends a thorough process that would take 18-24 months to complete, and would be an investment of staff time and additional resources.

As always, I am happy to respond to further questions, comments, or concerns.

A handwritten signature in black ink, appearing to read 'T. Sandvik', written in a cursive style.

Tim Sandvik  
City Manager - City of Robbinsdale

cc Richard McCoy – City Engineer/Public Works Director, City of Robbinsdale  
cc Daa Tahoon – Finance Director, City of Robbinsdale  
cc Jim Benshoof – Robbinsdale Parkway United Church of Christ  
cc Pamela Stalheim Lane – Faith Lilac Way Lutheran Church

Church	Acres	Per Acre Fee (annual)	Monthly Fee	Monthly fee/acre	Annual Fee	Formula	Monthly fee (2023)	Annual Fee (2023)	Tax Capacity Rate	Levy/Population	2024 Proposed Levy Increase
		including REU	including REU	including REU			acre/month	acre/year	*2023	*2023	
RPUCC	3.09	\$2,639.81	\$679.75	\$219.98	\$8,157.00	Acres x REF x Rate	\$109.99	\$1,319.88	48.27%	9,269,027/14,210	6% - 8%
										652.2890218	
Brunswick Methodist (Crystal)	2.58	\$1,209.00	\$259.94	\$100.75	\$3,119.24	Acres x REU x Rate *REU = 3	\$33.58	\$403.00	46.43%	14,826,680/22,265	13%
										665.9187065	
Cross of Glory Lutheran (Brooklyn Center)	4.71	\$877.60	\$344.46	\$73.13	\$4,133.48	219.54 per acre per quarter	\$46.61	\$559.34	54.75%	22,795,382/32,217	8.50%
										707.5575628	
Valley Comm Church (Golden Valley)	2.85	\$503.86	\$119.67	\$41.99	\$1,436.00	Acres x REU x Rate *REU - 1.5	\$28.00	\$336.00	53.41%	31,087,048/21,545	6.55%
										1442.889209	
Pilgrim United Methodist (Plymouth)	4.87	\$744.59	\$302.17	\$62.05	\$3,626.00	Fee x acre *Commercial rate	\$62.04	\$744.48	24.31%	46,521,104/78,683	7.50%
										591.2472071	
Holy Nativity Luteran (New Hope)	3.89	\$704.30	\$228.31	\$58.69	\$2,739.72	NOT PROVIDED			57.16%	18,615,466/21,035	7.80%
										884.9758022	
House of Hope (New Hope)	4.22	\$539.32	\$189.66	\$44.94	\$2,275.92	NOT PROVIDED			57.16%	18,615,466/21,035	7.80%
										884.9758022	

Church	Tax Capacity Rate	Levy/Population	2024 Proposed Levy Increase	Exempt/ taxable	*Churches (taxable)	%
	<b>*2023</b>	<b>*2023</b>				
RPUCC	48.27%	9,269,027/14,210	6% - 8%	136 / 5,148	13	2.57%
		652.2890218				
Brunswick Methodist (Crystal)	46.43%	14,826,680/22,265	13%	248 / 8,034	8	2.99%
		665.9187065				
Cross of Glory Lutheran (Brooklyn Center)	54.75%	22,795,382/32,217	8.50%	297 / 8,618	21	3.33%
		707.5575628				
Valley Comm Church (Golden Valley)	53.41%	31,087,048/21,545	6.55%			
		1442.889209				
Pilgrim United Methodist (Plymouth)	24.31%	46,521,104/78,683	7.50%	930 / 28,238	25 (3)	3.19%
		591.2472071				
Holy Nativity Luteran (New Hope)	57.16%	18,615,466/21,035	7.80%	116 / 6025	8	1.89%
		884.9758022				
House of Hope (New Hope)	57.16%	18,615,466/21,035	7.80%	116 / 6025	8	1.89%
		884.9758022				