

AGENDA

1. CITY COUNCIL WORK SESSION CALLED TO ORDER
2. ROLL CALL: Blackledge, Greenberg, Parisian, Wagner, Mayor Sutton
3. DISCUSSION
 - A. Sanborn Renaming PRFC Feedback
 - B. LRT Design Discussion — Vegetation, Lighting, Pocket Park
 - C. Human Rights Commission - Proposed Ordinance Feedback
 - D. Human Rights Commission - Proposed Statements
4. STAFF UPDATES
 - A. Council Assignments
 - B. December 16th City Council Items - Employee Handbook Updates, COLA, and Insurance Contributions
 - C. Requested Information - Heat Pump considerations related to City Code updates
5. COUNCIL UPDATES
6. ADJOURNMENT



TO: Mayor and City Council
PREPARED BY: Matthew Bazyk, Recreation Services Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: December 9, 2025
RE: Sanborn Renaming PRFC Feedback

Background:

The City Council requested feedback from the Parks, Recreation and Forestry Commission on the proposed renaming options for Sanborn Park. Those being: Shoreline Park, Blue Ribbon Park, Birdtown Park, Unity Park, Mendenhall Park, Koda Park and a request for the PRFC to select a second Dakota name from the ones submitted by the community.

Analysis:

In October, Matt Bazyk presented the full list of proposed names for the Sanborn Park renaming project to the Parks, Recreation, and Forestry Commission. During that meeting, he asked each commissioner to bring the list back to their respective Wards to gather input from residents and neighborhood groups. The intention was to ensure that community voices were incorporated early and equitably in the process. Commissioners were asked to return in November with the feedback they collected so it could be reviewed collectively, summarized, and used to guide next steps in the renaming discussion.

Following the October meeting, Matt met with Crystal Boyd of the Robbinsdale Historical Society and two members of the Dakota tribe to discuss how the City could collaborate with the Dakota people in renaming the park. During this conversation, the Dakota representatives explained that the renaming process would need to follow Dakota cultural protocols, meaning they would guide the process rather than select a name from a list previously developed by the City. They described that the naming would come through a prayer ceremony, during which the appropriate name would be given. They also emphasized the importance of ongoing education about Dakota history and culture as part of the City's DEI initiatives and recommended that Robbinsdale adopt a Land Acknowledgement for use at meetings.

At the November meeting, the Commission reviewed the community feedback gathered from each Ward and discussed the proposed names in greater depth. During this discussion, the Parks, Recreation, and Forestry Commission expressed that they did not feel equipped—nor were they the appropriate body—to select a Dakota name from the list previously developed. Instead, they agreed that the City Council should first determine whether the final name will follow the Dakota cultural naming process or be chosen from the non-Dakota options. The Commission affirmed strong support for relinquishing naming authority to the Dakota people and honoring their traditional process if the Council chooses that path. However, if the Council opts to select from the non-Dakota names, three Commissioners identified Blue Ribbon Park as their preferred choice, one selected Shoreline Park, and one Commissioner abstained from choosing a non-Dakota option.

Finally, there was also discussion about the possibility of co-naming the park, an idea introduced

by the Dakota representatives. Under this approach, the park would carry both a Dakota name and a secondary English name, similar to the dual naming used for H̄aḥá Wakpádaŋ/Bassett Creek Watershed. While this option may provide a meaningful way to honor Dakota language and history alongside a more traditional park name, the details of how such a process would differ from fully relinquishing naming authority to the Dakota people were not fully defined during the conversation. Additional guidance from Dakota leadership would be needed to understand how co-naming would work, what protocols it would require, and how it would align with their cultural process for bestowing place names.

Recommendation:

The Parks, Recreation and Forestry Commission recommends that the City Council move forward with allowing the Dakota people to name the park and to undertake the additional steps discussed throughout this process. The Commission views this as the most respectful and culturally appropriate path, aligning with the guidance provided by Dakota representatives. The co-naming option is supported as a closely aligned alternative should the Council wish to consider a dual-name approach. Using one of the non-Dakota names is viewed as the least preferred option, though the Commission has identified its rankings should the Council ultimately choose that route.

Attachments:

None



TO: Mayor and City Council
PREPARED BY: Tim Sandvik, City Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: December 9, 2025
RE: LRT Design Discussion — Vegetation, Lighting, Pocket Park

Background:

Staff continues to meet with the LRT Project Office to discuss a variety of considerations leading to 90% engineering.

Analysis:

Staff is seeking Council feedback on a number of items, and will host a discussion for guidance.

Recommendation:

NA

Attachments:

1. LRT Design Slides

**PARK AND RIDE
TRANSIT CENTER
(UNDER DEVELOPMENT)**

DOWNTOWN ROBBINSDALE STATION

U.S. BANK SITE

40TH AVENUE

BOTTINEAU BLVD (SB)

BOTTINEAU BLVD (NB)

DRAFT - WORK IN PROCESS



**PARK AND RIDE
TRANSIT CENTER
(UNDER DEVELOPMENT)**

DOWNTOWN ROBBINSDALE STATION

U.S. BANK SITE

40TH AVENUE

BOTTINEAU BLVD (SB)

BOTTINEAU BLVD (NB)

DRAFT - WORK IN PROCESS



PARK AND RIDE TRANSIT CENTER
(UNDER DEVELOPMENT)

DOWNTOWN ROBBINSDALE STATION



DRAFT - WORK IN PROCESS

PARK AND RIDE TRANSIT CENTER
(UNDER DEVELOPMENT)

DOWNTOWN ROBBINSDALE STATION



DRAFT - WORK IN PROCESS

DOWNTOWN ROBBINSDALE STATION

PARK AND RIDE TRANSIT CENTER
(UNDER DEVELOPMENT)



DRAFT - WORK IN PROCESS

DOWNTOWN ROBBINSDALE STATION

PARK AND RIDE TRANSIT CENTER
(UNDER DEVELOPMENT)



DRAFT - WORK IN PROCESS

DOWNTOWN
ROBBINSDALE
STATION

PARK AND RIDE TRANSIT CENTER
(UNDER DEVELOPMENT)

BOTTINEAU BLVD (NB)
BOTTINEAU BLVD (SB)

41ST AVE N

DRAFT - WORK IN PROCESS



DOWNTOWN
ROBBINSDALE
STATION

PARK AND RIDE TRANSIT CENTER
(UNDER DEVELOPMENT)

BOTTINEAU BLVD (NB)
BOTTINEAU BLVD (SB)

41ST AVE N

DRAFT - WORK IN PROCESS





DRAFT - WORK IN PROCESS



**ROBBINSDALE EXISTING ROADWAY LIGHTING
EXISTING CORRIDOR MAP - CITY WIDE**

11/17/2025





DRAFT - WORK IN PROCESS



**ROBBINSDALE EXISTING ROADWAY LIGHTING
EXISTING CORRIDOR MAP - DOWNTOWN**

11/17/2025





DRAFT - WORK IN PROCESS



ROBBINSDALE EXISTING ROADWAY LIGHTING Existing Base, Pole, and Luminaire

11/17/2025





DRAFT - WORK IN PROCESS



ROBBINSDALE EXISTING ROADWAY LIGHTING Existing Bottineau Boulevard Character

11/17/2025





DRAFT - WORK IN PROCESS



Lighting Standards Within Blue Line Extension Project Limits Minneapolis Lighting Standards

11/17/2025





DRAFT - WORK IN PROCESS



Lighting Standards Within Blue Line Extension Project Limits
Crystal Lighting Standards

11/17/2025





DRAFT - WORK IN PROCESS



Lighting Standards Within Blue Line Extension Project Limits Brooklyn Park Lighting Standards

11/17/2025





Arbor Lakes Maple Grove



Brooklyn Center



Burnsville

DRAFT - WORK IN PROCESS



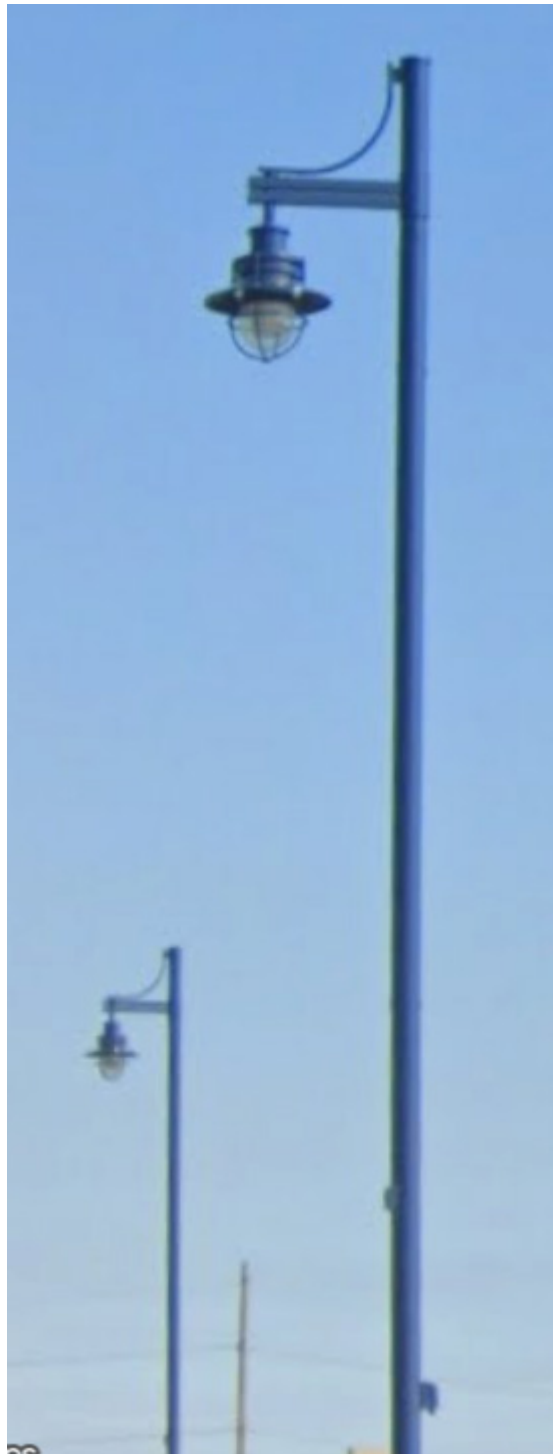
Lighting Standards Outside Blue Line Extension Project Limits Other Cities Lighting Standards

11/17/2025





Edina



Forest Lake



Hugo

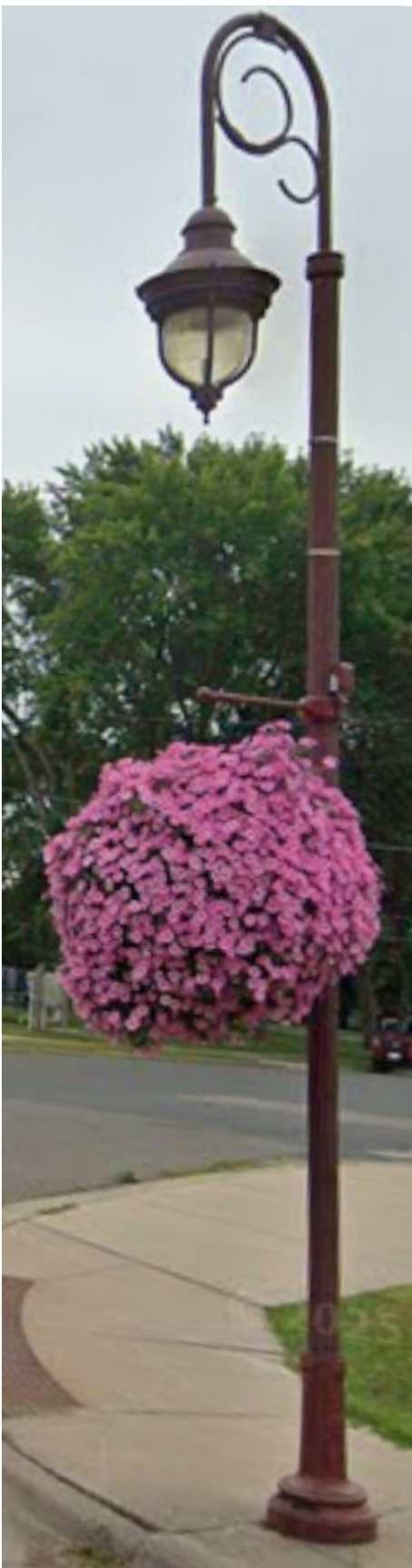
DRAFT - WORK IN PROCESS



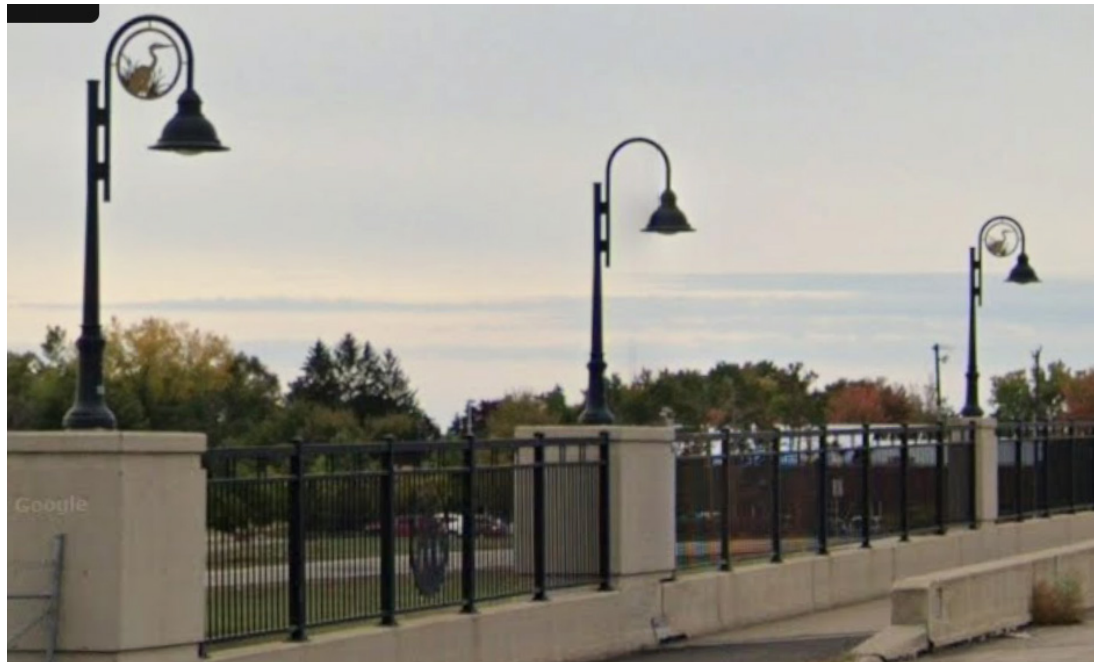
Lighting Standards Outside Blue Line Extension Project Limits Other Cities Lighting Standards

11/17/2025

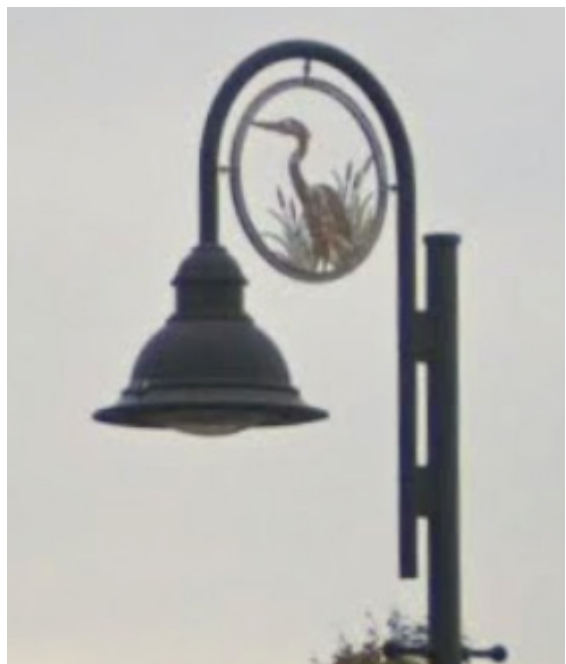




Lindstrom



Lino Lakes



Oakdale

DRAFT - WORK IN PROCESS



Lighting Standards Outside Blue Line Extension Project Limits Other Cities Lighting Standards

11/17/2025





Plymouth



Redwood Falls



Roseville



Savage



DRAFT - WORK IN PROCESS



Lighting Standards Outside Blue Line Extension Project Limits Other Cities Lighting Standards

11/17/2025





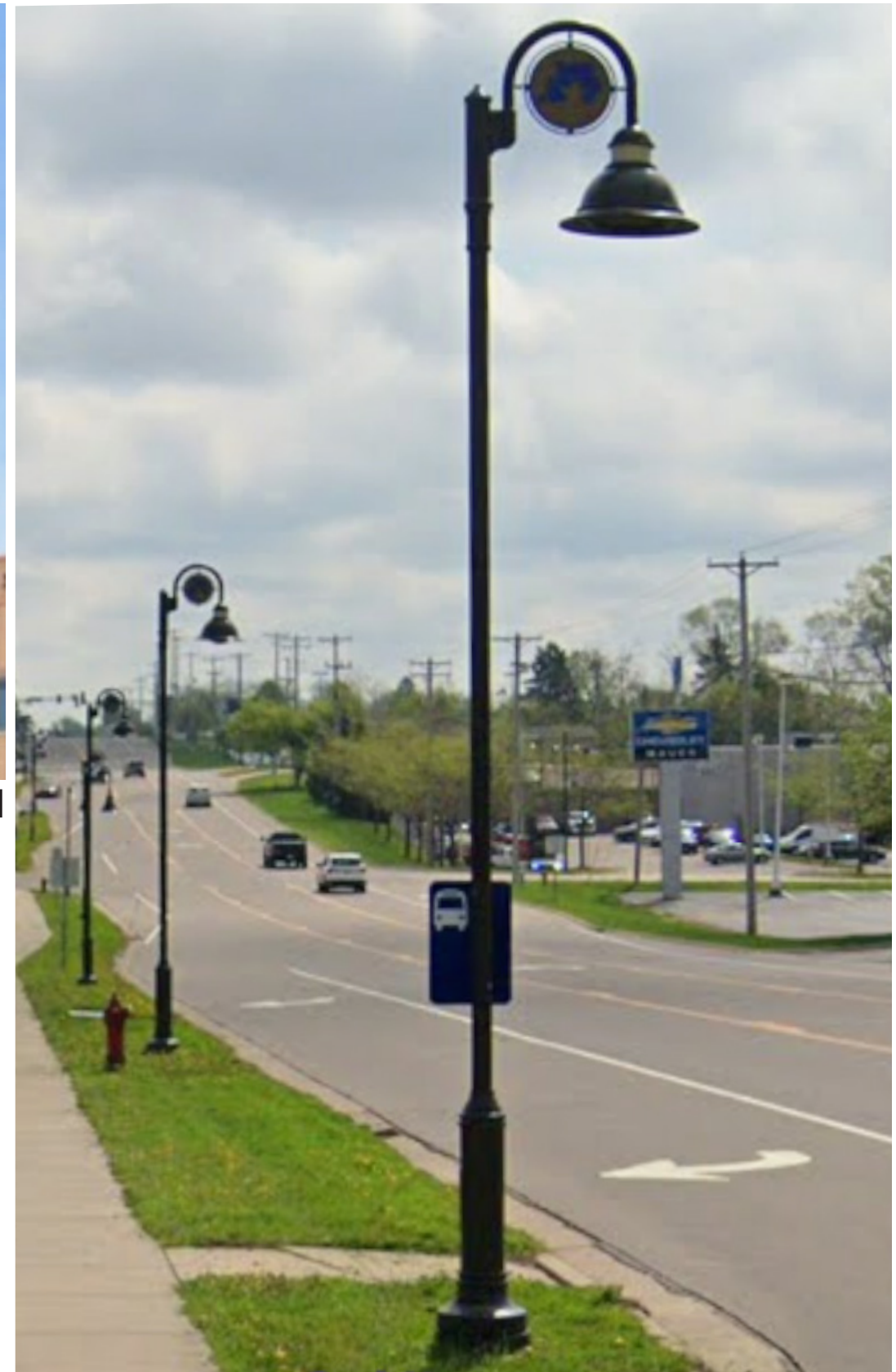
St. Anthony



West St. Paul



River Falls



DRAFT - WORK IN PROCESS



Lighting Standards Outside Blue Line Extension Project Limits Other Cities Lighting Standards

11/17/2025

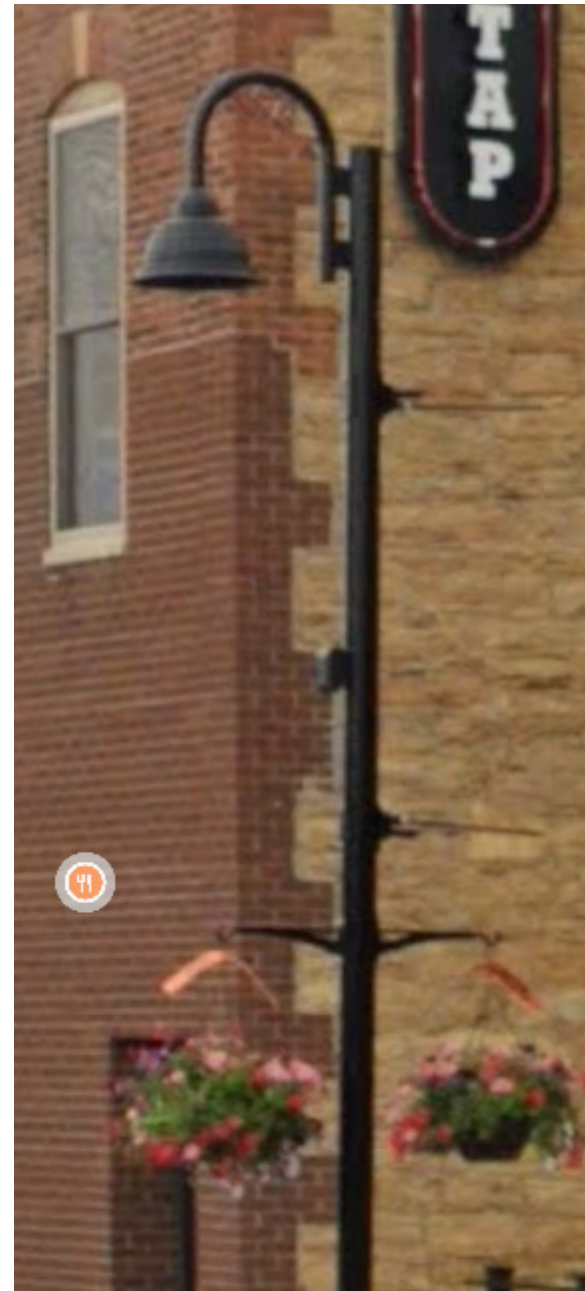




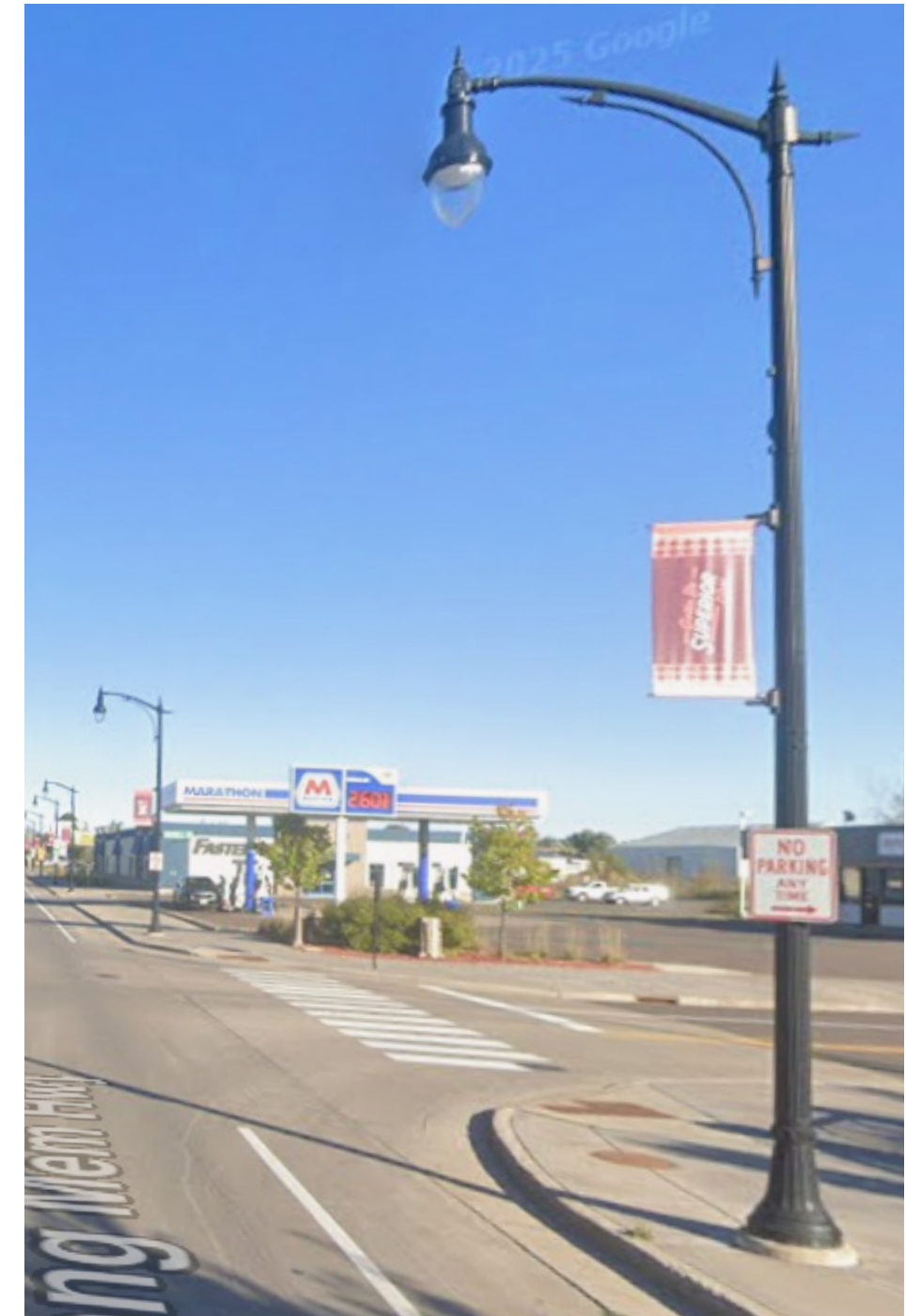
Onalaska, WI



Osceola, WI



Prescott, WI



Superior, WI

DRAFT - WORK IN PROCESS



Lighting Standards Outside Blue Line Extension Project Limits Other Cities Lighting Standards

11/17/2025





DRAFT - WORK IN PROCESS



Potential City of Robbinsdale Light Fixture Designs

11/17/2025





DRAFT - WORK IN PROCESS



**ROBBINSDALE EXISTING ROADWAY LIGHTING
EXISTING CORRIDOR MAP - CITY WIDE**

11/17/2025





DRAFT - WORK IN PROCESS



Potential City of Robbinsdale Light Fixture Designs Roadway Level Only

11/17/2025





DRAFT - WORK IN PROCESS



Potential City of Robbinsdale Light Fixture Designs
 Roadway Level Only

11/17/2025





DRAFT - WORK IN PROCESS



Potential City of Robbinsdale Light Fixture Designs Hi - Low - Hi

11/17/2025





DRAFT - WORK IN PROCESS



Potential City of Robbinsdale Light Fixture Designs Hi - Low - Hi

11/17/2025





DRAFT - WORK IN PROCESS



Potential City of Robbinsdale Light Fixture Designs Hi - Low - Low - Hi

11/17/2025





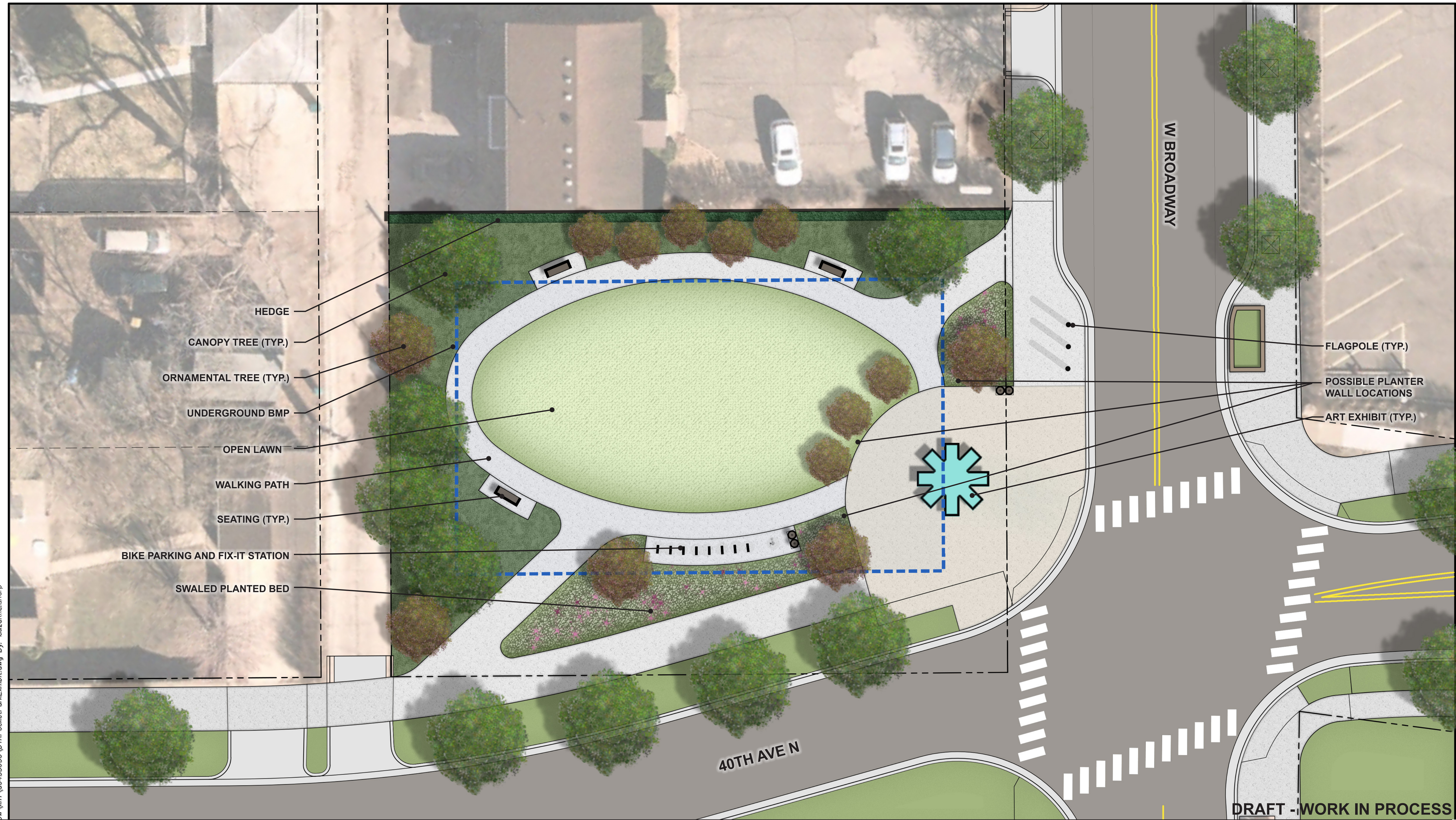
DRAFT - WORK IN PROCESS



Potential City of Robbinsdale Light Fixture Designs Hi - Low - Low - Hi

11/17/2025





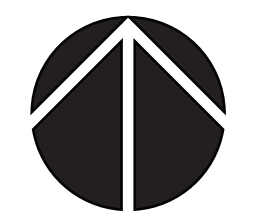
- HEDGE
- CANOPY TREE (TYP.)
- ORNAMENTAL TREE (TYP.)
- UNDERGROUND BMP
- OPEN LAWN
- WALKING PATH
- SEATING (TYP.)
- BIKE PARKING AND FIX-IT STATION
- SWALED PLANTED BED

- FLAGPOLE (TYP.)
- POSSIBLE PLANTER WALL LOCATIONS
- ART EXHIBIT (TYP.)



BLUE LINE LRT EXTENSION
CITY OF ROBBINSDALE
POCKET PARK CONCEPT PLAN

September 23, 2025



TREE RECOMMENDATIONS



<https://trees.umn.edu/autumn-blaze%20AE-freemans-maple-acer-x-freemani-%E2%80%98jeffersred%E2%80%99>

**AUTUMN BLAZE FREEMAN'S MAPLE -
ACER x FREEMANII 'JEFFERSRED'**



<https://www.minnesotawildflowers.info/trees/scots-pine>

**SCOTCH PINE -
PINUS SYLVESTRIS**



https://www.wildflower.org/gallery/result.php?id_image=21231

**SERVICEBERRY -
AMELANCHIER ALNIFOLIA**

**Metro Transit Landscaping Guidelines
Chapter 7: Plant Material Lists
Section 7.2: Approved**

These canopy/pine trees are taken from the approved tree list of the Metro Transit Landscaping Guidelines. The landscape design team did some light research to look verify that these canopy trees have shallow root systems (typically less than 36"), which will make it less likely for there to be conflict with the underground BMP at the park.

These larger canopy trees are designed to be planted outside of the limits of the BMP to further avoid any conflict with the root systems.



<https://plants.jimwhitingnursery.com/Plant-Name/Malus-Prairifire-Prairifire>

**PRAIRIFIRE CRABAPPLE -
MALUS 'PRAIRIFIRE'**

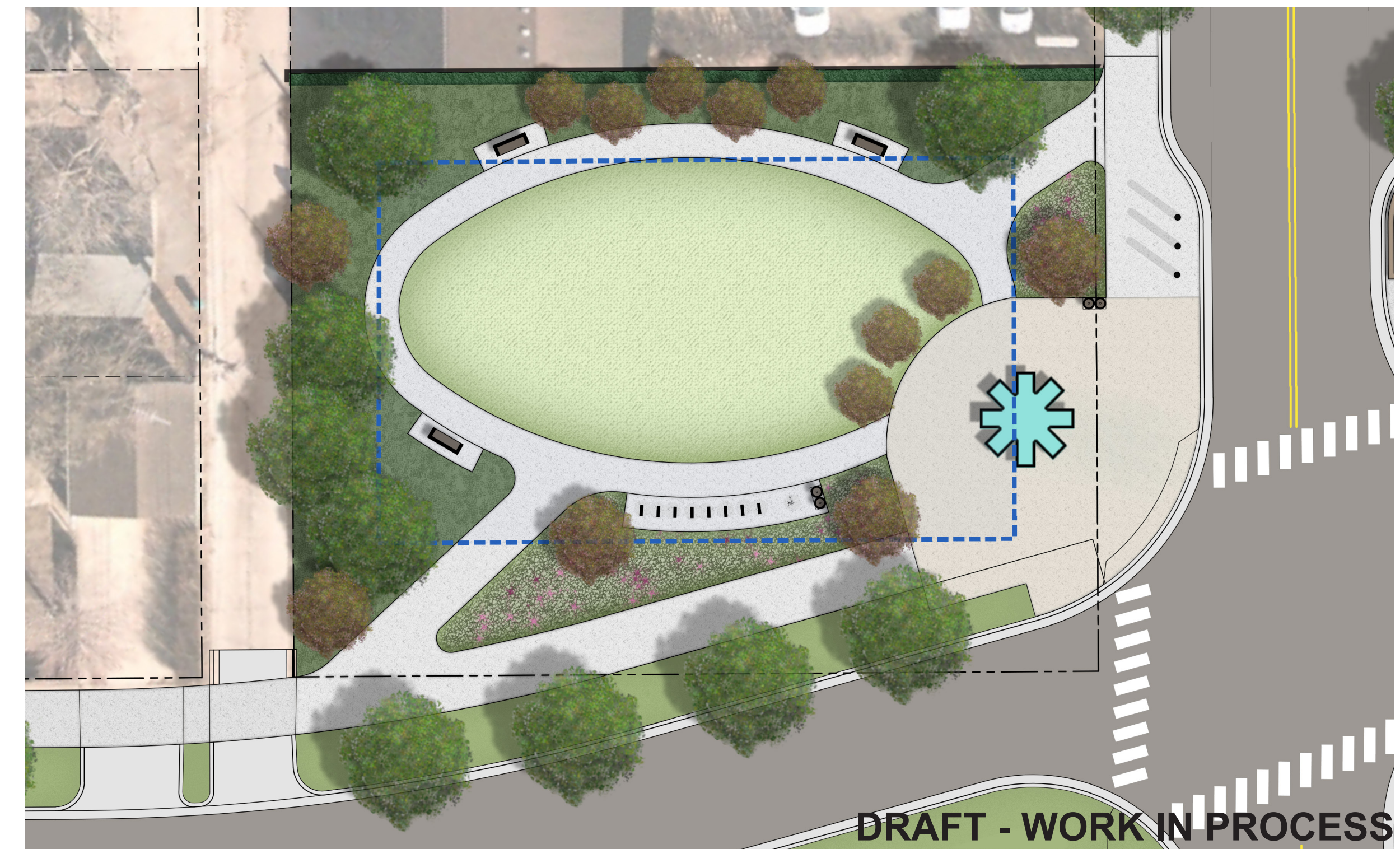


<https://www.missouribotanicalgarden.org/PlantFinder/FullImageDisplay.aspx?documentId=8513>

**EASTERN REDBUD -
CERCIS CANADENSIS**

These native ornamental trees have shallow root systems (24"-36") that will be unlikely to conflict with the underground BMP at the park. They will also provide seasonal color and interest.

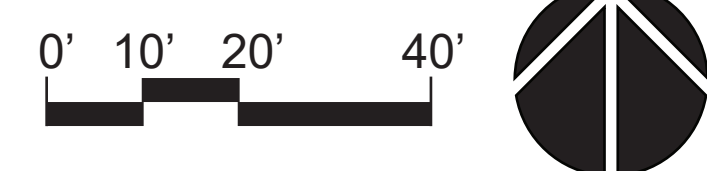
The majority of the area above the BMP is designed to be open lawn, to avoid conflict.



BLUE LINE LRT EXTENSION

**CITY OF ROBBINSDALE
POCKET PARK CONCEPT PLAN**

September 23, 2025



MEMORANDUM

To: Robbinsdale City Council, City Manager
From: Human Rights Commission (HRC)
Date: December 1, 2025
Re: HRC Input on Proposal to Ban Camping on Public Property in Response to Incidents with Unhoused People

City Manager Tim Sandvik conveyed to the Robbinsdale Human Rights Commission (HRC) that the City Council is requesting the HRC's input on a proposed ordinance to ban camping on public property that was considered and rejected by the City Council earlier this year.

The HRC provided initial written comments on the proposed ordinance on July 9, 2025. We appreciate the opportunity to provide additional input on this issue.

First, the HRC again urges the City Council to consider whether this type of ordinance is truly necessary. Hennepin County has implemented several programs to help unhoused families and veterans secure housing, and these efforts appear to be working: since 2020, the County reports a 33.5 percent decline in unsheltered homelessness.¹ Robbinsdale's 2040 Comprehensive Plan indicates that more than 93% of local housing is considered affordable,² which helps reduce homelessness risk. Of course, these positive indicators do not eliminate the possibility of residents becoming unhoused or of unhoused people coming to Robbinsdale. Robbinsdale's renter population is slightly higher than the state average (30% versus 28%, with a 10% margin of error),³ and renters—particularly low-income renters—face higher risks of eviction and homelessness. According to the Minnesota Housing Partnership's 2024 state profile, homelessness may be increasing among renter populations, with more renters cost-burdened than at any time in the past decade, median rents rising, and housing instability worsening.⁴ However, there is no evidence to suggest that this type of ordinance would be helpful in reducing homelessness in our community.

Regardless of what is happening with rates of unhoused people in Minnesota, as the HRC observed in its July comment, the City currently does not have any data showing that unhoused people camping in Robbinsdale constitutes a pervasive or frequent problem that necessitates

¹ Henn. County Housing, 2025 Point in Time Count Found Significantly Fewer Homeless Families Using Emergency Shelter, <https://www.hennepin.us/housing/hennepin-county-housing-stories/2025-point-in-time-count-fewer-homeless-families>.

² Robbinsdale 2040 Comprehensive Plan, <https://greenstep.pca.state.mn.us/sites/default/files/2024-03/Robbinsdale%202040%20Comp%20Plan.pdf>, at p. 30.

³ Census Report, Robbinsdale city, Hennepin County, MN, <https://censusreporter.org/profiles/06000US2705354808-robbinsdale-city-hennepin-county-mn/>.

According to Robbinsdale's 2040 Comprehensive Plan, 34% of our housing is rental housing. Robbinsdale 2040 Comprehensive Plan, <https://greenstep.pca.state.mn.us/sites/default/files/2024-03/Robbinsdale%202040%20Comp%20Plan.pdf>, at p. 31.

⁴ Minn. Housing Partnership, 2024 State of the State's Housing Profile with Key Minnesota Findings and Trends, https://mhponline.org/wp-content/uploads/2024_State_Profile_Findings_FINAL.pdf.

prohibiting such camping and making it a misdemeanor.⁵ Additionally, no evidence has been presented showing that recreational camping by housed individuals in parks or on public property is a problem requiring regulation. Rather than presuming the need for this ordinance, the HRC recommends a systematic, transparent process to collect qualitative and quantitative data to determine whether a problem exists does indeed exist or is likely to in the near future, its scope and nature, and what solutions are likely to be effective.

If the City continues exploring an ordinance, we recommend creating a temporary committee or taskforce composed of city staff (including law enforcement), social workers, County public health staff, MACV, other relevant service organizations who work with unhoused people, low-income renters, youth, veterans, individuals with lived experiences of homelessness (including specifically American Indians, Black people, 2SLGBTQIA+ people, and other people who are disproportionately represented in that group), and other stakeholders. This committee should guide data collection, research, and analysis to develop an accurate understanding of the issue and support evidence-based solutions.

If the committee finds that a policy or program is warranted, it should assess existing services for unhoused people in Robbinsdale, identify gaps and barriers, review policy and program models used by comparable municipalities, research best and recommended practices, and develop recommendations on improving local systems to support renter housing stability, reduce homelessness, and support unhoused people in obtaining stable housing.

If the committee recommends an ordinance, it should also lead the drafting of it. Further, any ordinance restricting where unhoused people may live must be accompanied by meaningful programs and services to prevent homelessness and help unhoused individuals move into shelter and/or housing. The committee would be well positioned to identify current resources and where additional support is needed to help create such a plan.

To summarize, the HRC recommends that:

1. The City Council reassess whether the proposed ordinance is needed.
2. If the Council believes it may be needed, it should establish a temporary committee or taskforce with relevant expertise and lived experiences to guide research, data collection, and analysis, and to recommend (a) whether any ordinance or other policy is warranted and (b) what programs and services exist, how to leverage them, and what gaps require attention.
3. If an ordinance is warranted, the committee should lead its drafting based on the research conducted.
4. The committee should also help develop a City-wide plan to support housing stability and to address unmet needs of unhoused residents.

We acknowledge that this process will take time, effort, and resources. But shelter is a basic human need, and homelessness typically results from complex and often traumatic circumstances that require a thoughtful, comprehensive, and humane response.

⁵ Notably, keyword searches of the City's 2040 Comprehensive Plan did not turn up any mentions of the words "homeless," "unhoused," or "unsheltered."

As volunteer HRC members, we do not have the kinds of specialized expertise or lived experiences that we envision this committee would have, and we do not believe that we are the best people to draft this kind of ordinance (if this kind of ordinance is even needed, which we assert is an open question). Again, we believe that this process should be guided by the kind of committee we have outlined. Nonetheless, if the City Council decides to move forward with an ordinance to ban camping on public property, we drafted the language below for its consideration. We drafted it after researching recommended practices and reviewing examples of adopted and proposed laws. To avoid criminalizing someone merely for being unhoused, this draft makes clear that there would be no criminal penalties, even for unpaid administrative fines, for a violation of the ordinance. If the City Council is interested in exploring an ordinance to establish a temporary committee of experts to collect and review research and develop policy and program recommendations informed by that research and expertise, the HRC would be glad to help the City Council with developing such a proposed ordinance.

Draft Ordinance

Ordinance No. 2X-XX

AN ORDINANCE AMENDING CITY CODE CHAPTER 6 TO RESTRICT CAMPING ON PUBLIC PROPERTY AND PROTECT PUBLIC HEALTH AND SAFETY

THE CITY OF ROBBINSDALE DOES ORDAIN THAT Robbinsdale City Code Chapter 6 is hereby amended by adding the following:

Section 640 – Restrictions on Camping on City-Owned Property and Public Rights-of-Way

Section 640.01. Purpose and Findings

Subdivision 1. Purpose. The purpose of this Section is to manage camping (including “encampments”) on city-owned property and public rights-of-way in a manner that: respects the human dignity of persons experiencing homelessness; provides adequate notice and due process before removal of any camps or camping equipment; requires that meaningful alternatives for shelter and services are offered to people who are unhoused; ensures the public safety, health, and the functioning of rights-of-way and publicly owned spaces; and does not criminalize people who are unhoused for being unhoused.

Subdivision 2. Findings.

(a) Camping on public property is generally incompatible with the intended uses of City of Robbinsdale parks, sidewalks, streets, and rights-of-way but persons sleeping outside often do so because they lack feasible alternatives.

(b) Children under 18 make up nearly half of Minnesota's homeless population. <https://mhponline.org/wp-content/uploads/Hennepin.pdf>. People of color also make up the majority of the state's homeless population, including in Hennepin County. Even though Black and/or African American and African people make up only 13% of Hennepin County's population, they comprise 45% of the County's homeless population. Hispanic people and American Indian/Alaska Native people are similarly overrepresented, making up 24% and 8% of the County's homeless population, respectively. https://mc-379cbd4e-be3f-43d7-8383-5433-cdn-endpoint.azureedge.net/-/media/hennepinus/residents/human-services/docs/PIT_count_infographic_062025.pdf?rev=dbbb2987d98647a3acee9bd7e343db66&hash=D25C77D3DAED0F90EF47B89639FFE6BF

(c) A 2023 study of homelessness in Hennepin County found that for people who spent at least 15 days of the previous 30 days unsheltered:

- 47% reported chemical or alcohol dependency (compared to 15% of those who had spent zero nights unsheltered in the last month).
- 69% have served time in a detention center, jail, workhouse, or prison.
- 53% report having been attacked or assaulted while unhoused.
- 77% report having a serious or chronic disability (e.g., mental illness, substance use disorder, or other condition that limits work or daily living activities).
- 80% met the Minnesota definition of long term homeless; 47% met the federal definition of chronically homeless.
- 42% of women experiencing homelessness reported that they stayed with an abuser because of lack of housing options.

<https://iims.minneapolismn.gov/Download/RCAV2/49353/Housing-First-PAR-Report.pdf> (p. 10).

(d) Homelessness is too often both a cause and a consequence of trauma, which means that services and systems for homeless people should be trauma-informed. <https://www.hclib.org/-/media/hennepinus/your-government/projects-initiatives/coc/housing-stability-strategy-2020-2025.pdf>

(e) A recent national study has found that criminally penalizing people for being unhoused does not reduce homelessness in communities that adopt such laws. A New Study Proves Criminalizing Homelessness Doesn't Reduce Homelessness (June 30, 2025), <https://nextcity.org/urbanist-news/a-new-study-proves-criminalizing-homelessness-doesnt-reduce-homelessness>

(f) The National Law Center on Homelessness & Poverty reports that criminalization worsens homelessness and is expensive and wasteful of public resources. Providing housing and services, and protecting renters, produces better results and is more cost effective. <https://housingnohandcuffs.org/wp-content/uploads/2016/07/HNH-Crim-One-Pager.pdf>

(g) Abrupt removal of homeless encampments without notice and without providing for storage of personal property or the ability to retrieve property has serious adverse impacts on unhoused people's health, safety, ability to access services, and chances of securing housing and employment.

(h) Meaningful access to stable, long-term housing and social services supports are essential in giving unhoused persons a realistic chance to stabilize their lives.

Section 640.02. Definitions [final list of defined terms tbd]

Subdivision 1. For the purposes of this Section, the following words have the meanings set forth below:

Subd. 2. “Appropriate shelter facilities and services” means available shelter and services that are within or as close to Robbinsdale as possible. It also means shelters and services that can accommodate an unhoused person’s reasonable, specific needs (for example, allows pets; only allows women; allows opposite-sex couples to stay together; allows families to stay together; provides tailored supports for LGBTQIA2S+ people).

Subd. 3. “Camping site” or “encampment” means camp car(s), house trailer(s), automobile(s), tent(s), structure(s), or assembly(ies) of materials reasonably used for sleeping or dwelling outside on public property.

Subd. 4. “Immediate hazard” means conditions posing serious risk of injury or death (such as fire risk, proximity to traffic, or involving hazardous materials).

Subd. 4. “Notice of Removal” or “notice” means the notice required by Section 640.04 before an encampment may be removed or closed.

Subd. 5. “Notice period” means the period between the time when the Notice of Removal is posted and the removal occurs.

Subd. 6. “Obstruction” means something that blocks or interferes with movement reasonably needed for the orderly flow of pedestrian or vehicular traffic.

Subd. 7. “Public Property” — city-owned property including sidewalks, streets, alleys, parks, greenbelts, transit rights-of-way, and other public rights-of-way..

Subd.8. “Residents” means people who are living in a camping site or encampment.

Subd. 9. “Removal” means the mandated and orderly closing of a camping site and taking away or placing into storage, by the camping resident or by the City, of any possessions in the camping site.

Subd. 10. “Shelter” or “Alternative housing” means temporary homeless shelter, low-barrier homeless shelter, authorized or permitted encampment site, navigation center, or any other type of shelter or housing for people who would otherwise be unsheltered or unhoused.

Section 640.03. Prohibited practices.

Subdivision 1. It shall be unlawful to camp or maintain an encampment on public property except in an authorized site permitted by the City.

Subd. 2. This prohibition is enforceable when the procedural requirements in Sections 640.04-.09 have been followed.

Section 640.04. Requirements for Notices of Removal

Subdivision 1. The City must provide at least 7 (seven) days' notice to encampment residents prior to taking action to remove or close an encampment. It must provide the Notice of Removal (the "notice") by posting and maintaining a conspicuous notice, written in English and any other language known to be spoken by a significant number of the people living at the camp site, at all entrances to the camp site to the extent that the entrances can reasonably be identified, in a manner reasonably calculated to inform all residents of the impending removal. If people are present when the notice is posted, the notice must be handed to them personally if it is reasonable to do so.

- (a) The City must provide language access services if the City knows a resident in the site has language access needs unlikely to be met through the posting of a written notice.
- (b) The Notice of Removal must include the following information:
 - (i) Location of the encampment;
 - (ii) Date and time the notice was first posted;
 - (iii) Date, time, and time range in which removal will commence;
 - (iv) Statement of violations (i.e. the prohibition under this Section);
 - (v) The telephone numbers and locations of:
 - (1) appropriate shelter facilities and services (as defined herein) with beds available at the time the notice is generated; and
 - (2) social services agencies and local nonprofits that can provide services or housing or transportation supports to unhoused individuals.
 - (vi) No-cost transportation services that are available to help people get to an appropriate shelter or service.
 - (vii) The telephone number and email contact information for the Robbinsdale Police Department's embedded social worker.
 - (viii) Information about where personal property will be stored if the person does not take it with them, hours of access, the last date on which a person can pick up their property if they wish to claim it, the process for retrieving personal property, and that storage is free of cost;
 - (ix) A telephone number that people may call to ask questions about the storage of their property;
 - (x) The date, time, and location of the Removal Follow-Up Meeting required in this Section.
 - (xi) Consequences of failing to move.

- (xii) The right to request a hearing to appeal a decision to remove an encampment resident or close an encampment, and the process for requesting a hearing.

Subd. 2. When the decision to clear the site of an encampment is made and prior to posting the notice required under this paragraph, City staff shall seek assistance from the Hennepin County Public Health Department and local or Tribal agencies that could deliver social services to unhoused individuals at the camping site. The County, or local or Tribal agency, may arrange for staff to visit the camping site where a notice is posted to assess the need for social service assistance in arranging shelter and other assistance. Nonprofit organizations and social services staff must be allowed access to the camping site during the notice period.

Subd. 3. If the City fails to perform removal within the stated time window, a new notice must be posted with a new scheduled time.

Section 640.05. Offers of Alternatives and Services

Subdivision 1. Before a Notice of Removal can be posted:

- (a) Law enforcement or other City staff must estimate the number of residents in the camping site and provide the estimate to the Hennepin County Public Health Department and to local or Tribal agencies or organizations that the City has identified as being able to provide social services to unhoused individuals at the camping site.
- (b) City outreach workers must make at least three (3) visits to the encampment over at least three different days during times when residents are anticipated to be there and not asleep, to offer assistance, answer questions, and assess vulnerabilities. During each visit, City outreach workers must:
 - (i) offer each camping site resident appropriate alternative shelter or housing, taking into consideration the person's specific needs and situation (including but not limited to gender identity, 2SLGBTQIA+ identity, partners or familial status, mental health needs, and pets).
 - (1) During the outreach period and Notice of Removal period, the City must maintain a list of available alternatives for shelter and housing that is updated daily for sharing with outreach staff and encampment residents.
 - (2) Shelter or alternative housing options must be actually available from the time outreach efforts begin, when the Notice of Removal is posted, and until the removal is completed.
 - (ii) Proactively provide information about available services, including case management, health care, mental health, and behavioral health services.
 - (iii) Proactively offer assistance with transportation to appropriate shelter facilities or alternative housing;

Subd. 2. If a resident declines an offer of assistance, such decline must not be used to justify immediate removal unless the Notice Period has expired, or the site is an immediate hazard or

obstruction as described in Section 640.08 and there is no other reasonable alternative to protect the safety of the resident and the public.

Section 640.06. Property Protections

Subdivision 1. The City must not arbitrarily destroy the personal property of encampment residents. When a removal occurs, the City must store a resident's unclaimed personal property free of charge for at least 120 days.

Subd. 2. The requirements for storage are subject to the following exceptions:

- (a) Items that are in a condition that might cause harm, injury, or illness to persons transporting, cataloging, or storing the items may be discarded immediately;
- (b) Unlicensed or illegal weapons, controlled substances (other than properly labeled prescription medication), and items that appear to be evidence of a crime shall be given to or retained by local law enforcement officials;
- (c) Property that remains unclaimed after the storage period has expired.

Subd. 3. The property must be stored in an orderly fashion, keeping items that belong to each person separately from items that belong to a different person, to the extent that ownership can reasonably be determined.

Subd. 4. Unclaimed personal property must be stored in a facility located within the City of Robbinsdale in an area easily accessible by mass transit.

Subd. 5. During the storage period, the property must be available during the City's normal business hours to any person claiming ownership. Any identification requirements must be reasonable considering the typical circumstances of an unhoused person. Any personal property that remains unclaimed for 120 days may be disposed of or donated to a nonprofit corporation established under Minnesota Statutes chapter 317A and in compliance with that chapter.

Section 640.07. Procedures for Removal

Subdivision 1. City outreach workers must visit the encampment at least three times between posting of the Notice of Removal and the removal, on different days, during times when residents are anticipated to be there and not asleep, to reiterate offers, answer questions, and assess vulnerabilities.

Subd. 2. On removal day:

- (a) Outreach workers must be present to assist residents;
- (b) Removal should be done with as little force or conflict as possible. If law enforcement is involved, it should only be for safety or security reasons.

- (c) Each resident must be provided with written information (in their primary language) of where any personal property they are unable to immediately take with them will be stored, hours of access, the last date on which a person can pick up their property if they wish to claim it, the process for retrieving personal property, and that storage is free of cost;
- (d) Each resident must be provided with a written invitation (in their primary language) of the date, time, and location of the 30 day follow up meeting required by Section 640.11 below. The invitation should clearly state that their participation is encouraged but is voluntary and there is no penalty for refusal to participate.

Subd. 3. City workers will carry out non-hazardous environmental cleanup of the encampment. Any hazardous materials must be handled in compliance with applicable federal, state, and local health and safety standards.

Subd. 4. No citations for unlawful camping or loitering on public land under state law, administrative rule, or city or county ordinance may be issued if the citation would be issued within 200 feet of the Notice of Removal or within two hours before or after the Notice was posted.

Section 640.08. Exceptions / Emergencies

The requirement of at least seven days advance notice shall not apply when the Mayor and City Manager, in consultation with Hennepin County public health officials, determines that the camp poses a risk of imminent harm or danger to encampment residents or others due to extreme weather events or urgent public health emergencies. After making this determination, the City must work with state and local agencies to develop an emergency response plan to extricate encampment residents in a safe and dignified manner. In such cases, the City must still offer services, provide the property protections described in this Section, and provide information about how people can claim their personal property if it is put in storage.

Section 640.09. Right to appeal

Subdivision 1. When the City posts a Notice of Removal or an encampment resident receives a citation for violation of this Section, the City will inform the encampment resident(s) of their right to request a hearing to appeal the relevant decision.

Sud. 2. An encampment resident who believes that a Notice of Removal was wrongfully implemented or that they were improperly cited for a violation of this Section must request a hearing within two (2) business days of the date the Notice was first posted or that they received the citation. The request for hearing must be in writing, delivered via U.S. Postal Service, hand-delivery, or email to the City Clerk. The request must include the requestor's accurate and current mailing or electronic (e-mail) contact information. The City Manager should make every

reasonable effort to grant the hearing request but may reject it if the City Manager finds good cause to reject it. If granted, the hearing will occur within 5 calendar days of the date the request is received. If the resident fails to request a hearing within the time and in the manner required under this section, the right to request a hearing is waived although the City Manager may still choose to accept the request.

Subd. 3. The hearing will be conducted by third-party designee in an informal manner. The Minnesota Rules of Civil Procedure and Rules of Evidence will not be strictly applied. After considering all evidence submitted, the third-party designee will make written Findings of Fact and Conclusions. The third-party designee will serve the Findings of Fact and Conclusions upon the individual and the city clerk by U.S. Mail and email within five calendar days of the hearing.

Subd. 4. The right to request a hearing is waived if the requestor fails to appear at the scheduled hearing date, unless prior contact is made to the City Clerk requesting to reschedule at least 24 hours prior to the hearing.

Subd. 5. If the request for hearing is granted and the complaint is that a Notice of Removal was improperly implemented, the removal must be postponed pending the outcome of the hearing and the delivery of the Findings of Fact and Conclusions.

Section 640.10. Enforcement, Penalties, and Non-Criminalization

A violation of this Section is an administrative offense which may be subject to administrative citation and civil penalties as prescribed in Section 117 of the Robbinsdale City Code except that no criminal penalties shall apply to a failure to pay a civil penalty for a violation of this Section. Further, a citation and civil penalty may only be issued to persons who fail to comply with a removal after the required Notice and offers of service and support have been provided. Fines should be a last resort and are discouraged.

Section 640.11. Reporting, Monitoring, Transparency

Subdivision 1. Removal follow up meeting: Following the removal of residents from a camping site, the City must convene a meeting within 30 days of the removal to discuss whether the removal occurred in a just and humane manner and if any changes to the removal process and policies should be considered. Participation by city law enforcement officials and other relevant city staff is required; participation by County staff and other local or Tribal agency officials, social services staff, area city residents, and any individuals removed from the site must be invited and encouraged but is wholly voluntary. City staff must provide a written report to the Mayor and City Council about the meeting and any recommendations within 30 days, and shall must publish the final report on the City's website within 60 days.

Subd. 2. The City shall assign a unique identification number for each removal, and collect and maintain the following data about each removal:

- (a) The council ward where the removal occurred.
- (b) Whether or not a removal has previously been conducted at that location and within a .5 mile radius of the location within the last year.
- (c) The duration of the encampment.
- (d) The source of initiation for the removal, including but not limited to requests by a city department, office, organization, or 311 or 911 report.
- (e) The dates and times of the start and end of the removal.
- (f) The number of service providers contacted by city staff and number of service providers servicing residents for the duration that the encampment existed.
- (g) The number of service providers contacted by city staff and number of service providers present at the time of the encampment clearing.
- (h) The number of city personnel present and total hours spent on the removal by personnel, disaggregated by department.
- (i) The maximum and minimum number of residents throughout the duration of the encampment.
- (j) The number of residents at the encampment at the start of removal.
- (k) Data about short-term outcomes for encampment residents, including:
 - (i) The number of available appropriate shelter beds at the time of removal and whether a resident could book an appropriate shelter bed at the time of the removal.
 - (ii) The number of residents who were offered appropriate shelter facilities and services before and during the notice period, and on the date of removal.
 - (iii) The number of residents who accepted shelter before and during the notice period, and on the date of the removal.
 - (iv) The number of residents who were offered direct permanent housing placements before and during the notice period, and on the date of the removal.
 - (v) The number of residents who were offered supportive housing before and during the notice period, and on the date of the removal.
 - (vi) The number of residents who were assessed for housing throughout the duration of the encampment.
 - (vii) The number of residents who were offered placement in non-shelter housing options before and during the notice period, and on the date of the removal.
 - (viii) The number of residents who entered non-shelter housing options before and during the notice period, and on the date of the removal.
 - (ix) The number of residents who entered treatment and/or detox throughout the duration of the encampment.
 - (x) If any residents were arrested on the date of the removal, the number of residents arrested.
- (l) The cost of removals, including, but not limited to, the costs associated with the following information:
 - (i) The number of city staff present during and before a removal, disaggregated by department.
 - (ii) The total time city staff were present before and during a removal.

- (iii) Any overtime hours used to conduct a removal, including a methodology on how overtime hours were calculated.
 - (iv) Any additional costs such as the use of any specialized equipment during a removal, including unmanned aerial vehicles, robots, and surveillance cameras.
 - (v) Any additional costs associated with site security after a removal including fencing, rip rap, rubble dumping, remediation and/or other measures.
 - (vi) Any cost and/or associated cost of, any service providers under contract with the city to service an encampment or be present at time of clearing.
- (m) Details of belongings that were seized and locations to which they were sent or if they were discarded.
- (n) A clear timeline of the encampment removal, including:
- (i) The date and time when encampment residents were made aware of the encampment removal.
 - (ii) The date and time when city departmental staff were made aware of the encampment removal.
 - (iii) The date and time when the County, local or Tribal agencies, and any other non-profit service providers were notified of the encampment removal. If service providers were notified, include details on which service providers were notified and which ones were present at the time of the encampment removal.
 - (iv) The date and time when contact was made with any other community organizations regarding the encampment removal.
- (o) The number of times (including dates and time of day) that City staff:
- i. Visited the encampment prior to closure and the purpose of the visit.
 - ii. Engaged directly with residents prior to the encampment closure.
- (p) A detailed account of any 311 and 911 calls related to the encampment(s), disaggregated by incident code and problem nature code on unique incidents reported, including but not limited to the following information:
- (i) The types of incidents reported.
 - (ii) The location of the encampment(s) related to each 311 and 911 call.
- (q) The status of any police investigations related to the encampment or removal, including the following information:
- (i) Whether the Robbinsdale Police Department followed up on each reported incident.
 - (ii) The current status of each investigation, including any resolutions or ongoing investigations.

Subd. 3. No later than one (1) month after the effective date of this section, and semi-annually thereafter, city staff shall submit to the city council and the mayor, and publish on the City's website, a report that summarizes the data on any removals conducted during the previous six month period.

- (a) The reports required by this section shall summarize the information identified in Subd. 2, and include a data dictionary.
 - (b) Except as otherwise expressly provided in this Section, no report required by this Section shall contain personally identifiable information.
 - (c) No information that is otherwise required to be reported pursuant to this section shall be reported in a manner that would violate any applicable provision of federal, state, or local law relating to the data privacy and classification of information, including the provisions of the Minnesota Government Data Practices Act.
-

Section 640.12. Severability

If any part of this Section is held invalid by a court of competent jurisdiction, the remaining parts of this Section that can be given force and effect without the invalidated part shall remain in effect.

Section 2. That the following summary clearly informs the public of the intent and effect of the ordinance and is approved for publication: “The purpose of this ordinance is to manage camping (including “encampments”) on city-owned property and public rights-of-way in a manner that respects the human dignity of persons experiencing homelessness; provides adequate notice and due process before removal of any camps or camping equipment; requires that meaningful alternatives for shelter and services are offered to people who are unhoused; ensures the public safety, health, and the functioning of rights-of-way and publicly owned spaces; and does not criminalize people who are unhoused for being unhoused.”

Section 3. That Attachment I of City Code Appendix B – General Fee Schedule, shall be amended [as shown in Exhibit 1] to specify that violation of this code section is a Level One violation.



TO: Mayor and City Council
PREPARED BY: Tim Sandvik, City Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: December 9, 2025
RE: Human Rights Commission - Proposed Statements

Background:

At the December 4, 2025 Human Rights Commission meeting, a Commissioner audibly shared proposed statements for City Council Consideration. The updated language is attached for discussion.

Analysis:

Recommendation:

NA

Attachments:

1. proposed statements

The Robbinsdale Human Rights Commission opposes and condemns the hateful and contemptuous statements about Somali people that have been made by our federal leadership. (See, e.g., <https://abcnews.go.com/Politics/wireStory/president-trumps-contempt-shocks-countrys-largest-somali-community-128091357> and <https://www.bbc.com/news/articles/c208x9v68w3o>). We believe that these statements are unequivocally racist and are antithetical to human rights principles. We stand by our Somali friends, relatives and community members. The Robbinsdale Human Rights Commission urges the City Council to issue a proclamation condemning these remarks and expressing solidarity for our Somali community members, and to share that proclamation with the elected Congressional officials who represent Robbinsdale.

The Robbinsdale Human Rights Commission opposes the termination of Temporary Protected Status (TPS) for Myanmar (Burmese) nationals living in the U.S. scheduled to take effect in January 2026. More than 20,000 Karen people live in Minnesota (the majority of whom live in the Twin Cities metro area), making it one of the largest Karen communities in the U.S. Minnesota is also home to over 3,000 other Burmese nationals. International human rights organizations report that there has been no improvement in governance or stability in Myanmar. Reports from the U.S. State Department also contradict the notion that Myanmar has stabilized enough for safe return, noting that the “human rights crisis in Burma deteriorated” in the past year, and citing “significant human rights issues” there, including credible reports of arbitrary or unlawful killings, disappearances, torture, persecution of journalists, and restrictions on religious freedoms, among many other abuses (https://www.state.gov/wp-content/uploads/2025/07/624521_BURMA-2024-HUMAN-RIGHTS-REPORT.pdf). The Robbinsdale Human Rights Commission urges the City Council to issue a resolution expressing support for the continuance of TPS for Myanmar nationals living in the U.S. and to send this resolution to the Congressional representatives for Robbinsdale.