

AGENDA

CITIZEN PARTICIPATION

The City Council is meeting as a legislative body to conduct the business of the City according to the RULES OF PROCEDURE AND DECORUM OF THE CITY COUNCIL. Unless so ordered by the Mayor, citizen participation is limited to the following times and always within the prescribed rules of conduct for public input at meetings.

A. PUBLIC HEARINGS: Public hearings are conducted so that the public affected by a proposal may have input into the decision. During hearings, all affected residents will be given an opportunity to speak pursuant to the RULES OF PROCEDURE AND DECORUM OF THE CITY COUNCIL.

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

Any member of the public may speak at this time on any item NOT on the agenda. In consideration for the public attending the meeting for specific items on the agenda, this portion of the meeting will be limited to fifteen (15) minutes. Individuals are requested to limit their comments to four (4) minutes or less. If the majority of the Council determines that additional time on a specific issue is warranted, then discussion on that issue shall be continued under Other Business at the end of the agenda. Before addressing the City Council, members of the public are asked to step up to the microphone, give their name, address and state the subject to be discussed. All remarks shall be addressed to the Council as a whole and not to any member thereof. No person other than members of the Council and the person having the floor shall be permitted to enter into any discussion without permission of the presiding officer.

Your participation, as prescribed by the Council's RULES, is welcomed and your cooperation is greatly appreciated.

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1. CITY COUNCIL MEETING CALLED TO ORDER
 2. ROLL CALL: Blackledge, Greenberg, Parisian, Caceres Aranda, Mayor Sutton
 3. MICROPHONE CHECK: Blackledge, Greenberg, Parisian, Caceres Aranda, Mayor Sutton
 4. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE CITY COUNCIL ON MATTERS NOT ON THE AGENDA
 5. APPROVAL OF THE MARCH 17, 2026 MEETING AGENDA
 6. CONSENT AGENDA: Pursuant to Council rules, one motion, non- debatable, will approve the recommendation noted. Any member of the Council may ask for an item to be taken from the Consent Agenda for discussion and separate action. Such items removed from the Consent Agenda shall be considered immediately following approval of the balance of the Consent Agenda:
 - A. Approve City Council Meeting minutes from March 3, 2026

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- B. Approve City Council Work Session Meeting minutes from February 10, 2026
 - C. Approve City Council Town Hall Meeting minutes from February 23, 2026
 - D. Appointment of Commissioner to Bassett Creek Watershed Commission
 - E. Authorize City Manager to Execute Organized Labor Agreement
 - F. Authorize City Manager to Execute Organized Labor Agreement
 - G. MN Human Services Innovation Grant
 - H. City Council Review of Body Worn Camera and Automatic License Plate Reader Systems Audit
7. PRESENTATIONS
- A. SolSmart Gold Award
 - B. 2025 Sustainability Annual Report
 - C. 2025 Recreation Annual Report
8. PUBLIC HEARINGS
- A. Conditional Retail Cannabis Business Registration for Hold My Beer MN, LLC, dba Hold my Beer
9. OLD BUSINESS
- A. Second Reading of An Ordinance Relating to Administration and Employee Authority In Immigration Matters
10. NEW BUSINESS
- A. None
11. OTHER BUSINESS
- A. Voucher Requests Pending Approval for Disbursement
12. ADMINISTRATIVE REPORTS
13. COUNCIL GENERAL COMMUNICATIONS
14. ADJOURNMENT

MINUTES

CITY COUNCIL MEETING CALLED TO ORDER

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

ROLL CALL

Present: Blackledge, Greenberg, Parisian, Caceres Aranda, Sutton

Absent:

Staff: Tim Sandvik, City Manager; Chase Peterson-Etem, Assistant City Manager/City Clerk

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

None.

APPROVAL OF THE MARCH 3, 2026, MEETING AGENDA

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

Member Parisian asked if consent agenda item 6B was to approve the session minutes, rather than the goals and priorities themselves. City Manager Sandvik affirmed that was correct.

Member Parisian MOVED, seconded by Blackledge, to approve the March 3, 2026, City Council agenda, as amended. The vote was unanimous, and the motion carried.

CONSENT AGENDA

Member Parisian removed item I for further consideration.

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

- A. Approve City Council Meeting minutes from February 17, 2026
- B. Approve Top Goals and Priorities Session from February 26, 2026
- C. Approval of Credit Card Charges and Payment – January 2026
- D. Deputy Registrar’s Monthly Financial Statements
- E. Robbinsdale Wine & Spirits’ Monthly Financial Statements
- F. Approve submission of an Expedited Conservation Project grant application.
- G. Approval of Licenses

H. Authorize staff to credit the Utility Bill.

J. Violent Crime Reduction Task Force

I. Purchase of Police Patrol Vehicles

Member Parisian noted that this item is part of the capital equipment budget. Still, due to the sizeable amount and the number of emails she received from residents, she asked Sandvik to present an overview of the additional materials provided to the Council for residents' benefit. Sandvik stated that this item is part of the previously approved Capital Improvement Plan (CIP) and discussed vehicle rotations and other frequently asked questions.

Member Parisian thanked Sandvik for his overview. She summarized the theme of questions she received as why at that cost, why five vehicles, and why now. She noted that the capital equipment budget has been allocated for this purpose, and noted that the lease in 2022 played an important role in why the City needs five vehicles now.

Member Parisian asked when the Council will receive the total cost. Sandvik stated that it will take a couple of months, but noted the City has no intention of exceeding the budgeted number in the CIP.

Member Parisian asked what the Staff expects the resale or auction value to be for those vehicles to have a net capital impact. Sandvik stated he has no hard answer, but Staff will provide those numbers as soon as they are able. He noted that the Staff tries to avoid the second depreciation and hit a good selling point.

Member Parisian asked about the policy for fleet replacement and if it is based on years in service or mileage. Sandvik noted fleet replacement is based on both and commented that different vehicles have different usage. He also commented that sometimes the City receives a lemon, but other times the City can stretch usage.

Member Parisian asked if there is a lifecycle cost comparison between the recommended Tahoes and a hybrid or EV alternative. Sandvik stated the City has sourced this out in the past, but noted it is hard to project that comparison from available data due to unique usage. He commented that there hasn't been evidence of cost reduction, but the cities that have made the decision to try hybrid or EV vehicles see the value due to priorities and see it as important to explore usage over the cost. Member Parisian voiced support for exploring the utilization of hybrid or EV vehicles for the police fleet going forward.

Mayor Sutton asked how many emails Member Parisian received regarding the item. Member Parisian stated she received six emails from residents of Ward 3.

Member Blackledge expressed gratitude towards the Staff for putting together a more detailed answer sheet.

Member Caceres Aranda asked why the City needs the V8 Tahoe engines versus the V6 Ford Explorer engines that are cheaper. Sandvik stated the larger engine provides for additional performance, which is hard to measure dollar for dollar, but police sometimes are required to push vehicles harder in different scenarios. He also noted that the City continues to utilize the State contract where dealers offer special prices.

Member Caceres Aranda stated that he received two emails from constituents who felt funds could be better spent elsewhere. He voiced support for purchasing three Tahoes and two Ford Explorers to save on costs.

Member Greenberg received two emails related to this item. He noted that one of the emails asked about using the funds set aside for vehicles to instead set up a community assistance fund. Member Greenberg asked if CIP funds can be used to create a community assistance fund. Sandvik stated that it would be difficult. He noted the

Council could utilize LAHA, set up a program, or go through an already established program by providing funds.

Mayor Sutton commented that he understands the Tahoes are more desirable ergonomically for officers who spend a significant amount of time in their vehicles. He also commented that EV's are undesirable for officers due to battery life in the winter months. Mayor Sutton expressed gratitude towards the Staff for the forethought in answering questions and supports moving forward.

Member Parisian stated that she is willing to make a motion with an added condition that any City vehicle acquisition would contain a documented evaluation of hybrid and EV options, and asked if the Council would have an appetite for that.

Member Greenberg commented that the City already has hybrid and EVs in the fleet and asked if the Council had requested documented evidence previously. Member Parisian asked if Member Greenberg would be more supportive of language that was directly related to the police department. Member Greenberg affirmed that statement.

Mayor Sutton asked if this discussion was more geared towards a work session.

Sandvik discussed the Council's goal to promote sustainability through a variety of mechanisms and stated that Staff has and will continue to do that through rolling stock. He stated that Staff can provide evaluations for hybrid or EV vehicles, but noted it will take more time.

Mayor Sutton asked if completing these evaluations would be a heavy lift for Staff. Sandvik noted that Staff serve at the pleasure of the Council, but commented that he is happy to explore creating evaluations further and can come back to the Council if they are proving to be too time-consuming.

Mayor Sutton stated he believes having that information would be valuable.

Member Blackledge summarized what the Council discussed approving.

Member Parisian MOVED, seconded by Blackledge, to authorize the City Manager's approval to Purchase Police Patrol Vehicles, conditioned upon direction to Staff for any future Police vehicle acquisitions Staff include a documented evaluation of electric and hybrid vehicle options, including life cycle cost analysis, operational feasibility, grant eligibility, infrastructure requirements, and environmental impact. The vote was unanimous, and the motion carried.

PRESENTATIONS

A. Women's History Month Proclamation

Sandvik thanked the Staff and the DEI Committee for creating this Proclamation and discussed the national theme of "leading the change, women shaping a sustainable future".

Member Parisian voiced support for the Proclamation and thanked the Staff for putting it together. She then read some of the whereas clauses within the Proclamation.

Member Greenberg thanked the Staff and voiced his support for the Proclamation.

Member Parisian MOVED, seconded by Greenberg, to proclaim March 2026 to be Women's History Month in the City of Robbinsdale. The vote was unanimous, and the motion carried.

PUBLIC HEARINGS

A. None

OLD BUSINESS

A. None

NEW BUSINESS

A. Approve Submission of an AARP Community Challenge Grant Application

Sandvik provided an overview of the item and detailed the history of grant funding and the desires of the Council for pedestrian-friendly facilities. He then described the grant and detailed the Staff's desires to upgrade bike rack infrastructure.

Member Parisian expressed her support for this application and the intended bike rack infrastructure.

Member Blackledge thanked the Staff for seeking out money-saving opportunities.

Member Greenberg echoes sentiments shared by Council Members and appreciates that this grant benefits residents of all ages.

Member Parisian MOVED, seconded by Greenberg, to approve the Submission of an AARP Community Challenge Grant Application. The vote was unanimous, and the motion carried.

OTHER BUSINESS

A. Voucher Requests Pending Approval for Disbursement

Member Parisian MOVED, seconded by Blackledge, to approve voucher disbursement requests for the period ending March 3, 2026. The vote was unanimous, and the motion carried.

ADMINISTRATIVE REPORTS

Sandvik thanked Robbinsdale residents who attended the recent town hall and said he was inspired by the level of community engagement. He also expressed appreciation to the City Council and City Staff for their leadership and participation in the recent goal-setting session. Sandvik provided a brief legislative update and discussed upcoming opportunities related to state legislation. He noted that the Spring/Summer Parks and Recreation catalog will be coming out soon. Sandvik also shared that the Separation Ordinance will be discussed at next week's work session, along with several other topics scheduled for discussion.

COUNCIL GENERAL COMMUNICATIONS

Member Blackledge encouraged residents to be mindful of neighbors as the weather warms and noted concerns about people driving faster in residential areas. He also raised the idea of streaming work sessions and asked that it remain on the radar so the effort does not fall through. He expressed appreciation for the earlier conversation and emphasized the importance of providing residents with the reasoning behind Council decisions.

Member Greenberg thanked everyone who attended the recent town hall. He also noted a new restaurant, Risata Cucina, opening on March 9 and encouraged residents to support the business. In recognition of Women's

History Month, he highlighted Layli Long Soldier, a poet whose work reflects on Native experiences, and brought attention to her contributions.

Member Caceres Aranda noted it has been about a month since he was sworn in and thanked the Council and Staff for helping ensure a smooth transition. He said he is continuing to monitor legislative updates and described the town hall meeting last week as productive, giving kudos to the Staff for their work. He also shared that he will not be able to attend the work session next week but will provide notes to Sandvik regarding the topics on the agenda.

Member Parisian acknowledged the strong turnout at the town hall, calling it inspiring and important. She said she would like to hold another one in the spring or early summer and asked the Staff to check with the Robbinsdale Police Department about their willingness to attend. She also expressed support for continuing the conversation about work session accessibility.

Mayor Sutton stated it was great to see the level of engagement at the town hall and encouraged residents not to let that be the end of their involvement. He also appreciated receiving legislative updates from Member Caceres Aranda. The mayor noted concerns about speeding in neighborhoods and encouraged residents to reach out if it is an issue in their area. He closed by sharing thoughts and prayers for members of the military and their families and condolences for those who have lost loved ones.

ADJOURNMENT

Member Greenberg MOVED, seconded by Blackledge to adjourn the meeting at 8:03 p.m. The vote was unanimous, and the motion carried.

Chase Peterson-Em, City Clerk

Bradley Sutton, Mayor

MINUTES

CITY COUNCIL WORK SESSION CALLED TO ORDER

Mayor Pro Tem Blackledge called the meeting to order at 7:07 PM.

ROLL CALL

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

Absent: None

Staff: Tim Sandvik, City Manager; Rachel Leen, Communications Coordinator

DISCUSSION

A. Consider a Separation Ordinance

Sandvik introduced the item and noted that a City attorney was present to provide legal perspective. The Council previously discussed a separation ordinance during the January 13 work session, modeled initially after language adopted in Minneapolis. Staff returned with additional information addressing three areas: current policies and state guidelines; enforcement and logistical considerations; and legal risk, including potential litigation and impacts on vulnerable community members.

Sandvik reviewed sections of the draft ordinance and highlighted questions regarding enforceability, particularly related to access to City property. He noted that Minneapolis and Saint Paul have adopted robust ordinances but have significantly greater resources, and Minneapolis is currently facing a lawsuit related to its ordinance language. Other cities such as Chicago have implemented executive orders from the Mayor, which would be difficult for Robbinsdale to replicate. Richfield and Golden Valley have also adopted ordinances, though questions remain about how they operationalize certain provisions. Sandvik also noted that communications has been a major focus. While the City is not creating new resources, staff are directing residents to external resources and clarifying the role of local law enforcement on the City website.

Alex Furich of Kennedy & Graven explained that there is inherent legal risk when a local ordinance attempts to regulate federal activity. This issue forms the basis of the current lawsuit against Minneapolis. He also noted that federal funding can sometimes be conditioned on cooperation, and jurisdictions perceived as uncooperative could potentially face reduced funding opportunities.

Member Parisian thanked legal counsel and staff and expressed support for adopting a separation ordinance. She stated that while the Minneapolis ordinance served as a starting point, the Robbinsdale draft appropriately reflects the City's unique circumstances. She emphasized that adopting the ordinance could strengthen community trust and public safety by clarifying how City resources may be used. She also stated that codifying expectations would provide clarity for staff and reduce liability risks. She expressed comfort moving forward with minor language amendments.

Mayor Sutton asked Member Parisian to elaborate on the fiscal responsibility piece. Parisian explained that clearly defined policies could reduce uncertainty and staff time spent navigating difficult situations. Member Greenberg asked whether additional staffing would be needed to manage training and reporting requirements. Sandvik estimated the ordinance could require the equivalent of approximately 1.5 additional staff positions to properly implement training and reporting functions. Mayor Pro Tem Blackledge noted the importance of

adequate staffing and training if the ordinance were adopted.

Member Caceres Aranda asked whether Robbinsdale could coordinate staff training with neighboring cities. Sandvik said collaboration could be explored, though the ordinances may not align exactly. He also reminded Council that added workload could require additional staffing. Mayor Sutton asked about database or reporting system costs, which Sandvik said are still undetermined.

Member Greenberg asked about the Supremacy Clause and whether an ordinance could avoid triggering federal legal conflicts. Furcich explained that under the Supremacy Clause, local governments cannot regulate the federal government directly. Courts typically examine whether a law regulates federal actions or merely affects how duties are carried out. He stated that Robbinsdale's ordinance appears to address operational methods rather than directly regulating federal activity, though legal challenges could still occur. He noted that Minneapolis' ordinance existed since 2003 but was not challenged until 2025. Mayor Sutton asked what would happen if Robbinsdale were challenged. Furcich explained that outcomes would depend heavily on the specific facts of the case and whether either party pursued litigation aggressively. Member Parisian asked whether the federal government had successfully challenged similar ordinances; Furcich said it was unclear, as many ordinances and lawsuits have emerged only recently.

Mayor Sutton asked about potential legal costs. Sandvik noted that costs would vary and that some coverage may exist through League of Minnesota Cities insurance. He also emphasized that operational changes and staff time would carry direct costs regardless of litigation. Member Greenberg expressed concern about additional costs to residents, especially after hearing concerns about affordability during the recent budget cycle. Sandvik acknowledged those concerns and explained that while he serves Council, staff, and the community, there could be much broader impacts. He noted recent community reports of ICE activity and an incident at City Hall the previous week. He stated that federal retaliation or increased enforcement activity could potentially affect the community, regardless of Council action.

Council discussed neighboring cities' approaches. Member Caceres Aranda and Mayor Sutton noted that many cities are debating the issue but few have finalized ordinances. Furcich explained that ordinances carry more enforceability than resolutions because they become part of City Code.

Mayor Sutton asked how the ordinance would change current practice. Sandvik said the most significant difference involves provisions governing access to City property and staging activities, which could require permits or other enforcement mechanisms. Reporting requirements would also represent a major operational change. He estimated that implementation, including staffing and IT needs, could cost roughly \$100,000–\$200,000 annually. Member Parisian stated she was comfortable with both the risk and costs, arguing that codifying current practices protects staff by providing clear guidance. Member Caceres Aranda added that the ordinance could improve public safety by increasing community trust in local law enforcement.

Member Greenberg asked about the difference between City policy and ordinance language. Staff explained that policies are managed internally through departments such as HR, while ordinances are codified and enforced through City law. Parisian emphasized the importance of applying these policies to all City staff via an ordinance, not only the police department. Mayor Sutton asked whether other cities had seen improved trust in law enforcement after adopting similar ordinances. Mayor Pro Tem Blackledge said he has heard from residents that such measures help people feel safer interacting with local police. Mayor Sutton noted that Robbinsdale has already publicly stated its immigration-related policies and questioned whether codifying them would change current practice enough to justify additional costs or litigation risks.

Mayor Pro Tem Blackledge asked whether the City could sue the federal government if federal agents violated the ordinance. Furcich said that would depend on the ordinance language and would again raise Supremacy Clause questions.

Member Caceres Aranda noted that public trust may have been affected by a recent Hy-Vee incident but may have improved following police actions during the City Hall ICE presence the previous week. He also questioned whether the federal government would prioritize litigation against a smaller city. Furcich also noted that the outcome of the Minneapolis lawsuit could potentially influence future legal arguments involving Robbinsdale.

Parisian asked whether members of the public wished to comment, noting that she had heard significant community support for the ordinance since January. Multiple residents spoke in support of the ordinance. Comments included:

- A Ward 4 resident described personal encounters with ICE enforcement activity and emphasized the urgency of adopting a separation ordinance.
- A Golden Valley resident and state House candidate described how Golden Valley has enforced similar provisions requiring ICE agents to leave City property and stated that staff training there was completed quickly without hiring additional staff.
- Residents emphasized that codifying policies in City Code increases transparency and public accountability compared to internal policies.
- Several residents shared concerns about increased ICE activity in the area, impacts on public safety, community trust, and economic effects on local businesses.
- Some residents argued that fear of federal retaliation should not prevent action and that the ordinance could improve trust in local government and law enforcement.
- Others stressed the importance of establishing lasting protections through law rather than policies that could easily change with future administrations.
- One resident asked the City to consider joining regional coalitions of cities focused on safety and immigrant protections.

Council thanked residents for their comments.

Member Parisian proceeded to proposed multiple amendments to consider in the ordinance language regarding:

1. Data Sharing: Adding language limiting the collection and sharing of sensitive data. Furcich indicated that the proposed language appeared reasonable.
2. Public Reporting: Requesting to expand Section 6 to require the City Manager to prepare an annual report to Council summarizing ordinance-related data. Staff indicated the concept was feasible.
3. Consent Clarification: Adding language stating that City employees cannot consent to federal access to non-public City property without a jurisdictional warrant. Furcich stated he had no immediate legal concerns with the language.

Council also discussed whether to pursue an emergency ordinance. Because emergency ordinances require unanimous Council approval, Parisian said she was uncertain whether sufficient support existed and instead supported moving forward through the standard ordinance process.

Parisian asked whether staff could prepare updated ordinance language with the proposed amendments for the next Council meeting. Sandvik said that would be the goal. Member Caceres Aranda indicated that his

suggested amendments were largely covered by Parisian’s proposals and expressed support.

B. Council Outreach Efforts

Sandvik noted that several Council members asked about expanding community engagement after seeing that Golden Valley recently hosted a town hall. He explained that Robbinsdale held approximately a dozen formal meetings in January, in addition to partner meetings. While “town hall” language may feel more accessible to residents, staff capacity must also be considered to avoid burnout. He referenced former Council Member Webb’s informal gatherings with residents at local businesses as another possible engagement approach.

Member Greenberg noted that Golden Valley had planned its town hall months in advance and involved multiple community organizations. Due to current events, much of that meeting focused on immigration issues. He initially considered smaller ward-based meetings but suggested a single larger meeting instead. Regardless of format, he emphasized the importance of Council members engaging directly with residents. Mayor Sutton expressed strong support for increased community engagement and suggested involving local businesses. He supported holding smaller engagement events throughout the year along with one larger annual event such as a “State of the City” or town hall.

Member Parisian also supported creating a dedicated annual space for community input. She shared an example from Richfield, where feedback from a town hall—both online and in-person—was aggregated by theme and used to produce a report highlighting key community priorities. Mayor Sutton expressed interest in a similar report summarizing feedback from public meetings to help inform City priorities. Member Greenberg said his priority was facilitating open dialogue rather than structured data collection. He felt the purpose of a town hall should be community conversation rather than formal reporting. Mayor Pro Tem Blackledge suggested both conversation and data collection could occur simultaneously. Council members agreed it would be beneficial to begin engaging residents in the community while also planning a larger event in the future. Mayor Sutton expressed interest in hosting informal conversations with residents at local restaurants.

Julie Ralston-Aoki, a resident, supported the idea of additional engagement opportunities but emphasized the urgency of documenting community experiences related to ICE activity and hosting a town hall as soon as possible. She urged the City to collect and preserve testimony, stating that documenting residents’ experiences is important during the current crisis. Council and staff discussed timing and logistics for a town hall or listening session and tentatively identified Monday, February 23 as a possible date.

A resident encouraged Council to consider safety concerns and avoid collecting unnecessary personal data so that residents feel comfortable attending a town hall. Member Greenberg suggested encouraging residents to share experiences during open public comment at Council meetings and communicating that invitation more widely. Sandvik noted that staff already record open comment in meeting minutes and could compile a look-back report summarizing previous testimony. He asked Council to clarify what type of information they would like staff to track if the current minutes are not sufficient.

Council returned to discussing the town hall. Member Parisian suggested also collecting comments online and allowing residents to indicate whether their comments should be included in the public record. Sandvik said staff could create a dedicated email inbox for public submissions. Ralston-Aoki added that given current circumstances, she would like future meeting minutes to include more detailed documentation of community testimony.

Member Parisian summarized the next steps: communicate in the upcoming Birdtown Brief that residents are encouraged to provide testimony at Council meetings, announce a town hall/listening session on February 23 at City Hall, and create a dedicated email inbox for public comments during a specified period. Sandvik added that comments received through the inbox could be included in weekly Council packets. Staff and Council

tentatively agreed on Monday, February 23 at 6:00 PM for a meeting time.

Courtney Kirkeeng, a resident, noted that the Human Rights Commission (HRC) could also assist with engagement efforts, as several commissioners are willing to help. Mayor Pro Tem Blackledge suggested that other City commissions could also be involved.

STAFF UPDATES

A. Staff Updates

Light Rail Board CMC Appointment:

Council discussed making a formal appointment to the Light Rail Board CMC at the next meeting. The commitment involves quarterly meetings beginning in March, typically on Thursday afternoons. An alternate representative will also need to be appointed. Member Caceres Aranda volunteered to serve as the alternate.

Committee and Commission Appreciation Event:

Council discussed hosting a thank-you event for committee and commission members at Graeser Park, which would include brief remarks from Council and an opportunity for informal connection. Council expressed support for the idea and interest in participating.

COUNCIL UPDATES

Member Greenberg thanked Council for the evening's discussions and the thoughtful consideration of various risks.

Mayor Pro Tem Blackledge asked whether work sessions could be televised or recorded so residents who cannot attend in person could view them. Sandvik explained that work sessions have not historically been recorded because discussions are typically more informal and production quality would be lower, but it would be possible if Council chose to do so. He noted that it would likely need to be applied consistently to all work sessions. Mayor Sutton expressed concern that recording work sessions could make discussions feel more formal or limit candid conversation, which is often the benefit of work sessions. Council agreed the idea was worth exploring further.

ADJOURNMENT

Mayor Pro Tem Blackledge adjourned the meeting at 10:28 PM.

Rachel Leen, Communications Coordinator

Raymond Blackledge, Mayor Pro Tem

MINUTES

CITY COUNCIL TOWN HALL MEETING CALLED TO ORDER

Mayor Sutton called the meeting to order at 6:00 PM.

ROLL CALL

Present: Member Blackledge, Member Parisian, Member Caceres Aranda, Mayor Sutton, Member Greenberg

Absent: None

Staff: Tim Sandvik, City Manager; Rachel Leen, Communications Coordinator

DISCUSSION

A. Robbinsdale City Council Town Hall Session

Mayor Sutton opened the meeting by acknowledging the difficult events the community has experienced in recent months. He stated that the purpose of the town hall was to foster open dialogue and hear from residents, either in person or in writing. Comments were limited to four minutes unless otherwise noted, and staff would follow up on any questions that could not be answered during the meeting. He emphasized the importance of honest conversation and reiterated that the Robbinsdale Police Department (RPD) and the City do not work with ICE in any capacity. He also noted that the City has been considering a separation ordinance for some time.

City Manager Sandvik provided a brief update on recent immigration-related matters. He noted the City's focus on communication, including sharing know-your-rights materials and business resources through outside organizations. He stated that the separation ordinance will be discussed at the March 10 Work Session, with a potential second reading on March 17. He also noted that the City joined the Coalition for Safe and Stable Communities when eligible. He added that RPD has had three encounters with ICE in Robbinsdale, all stemming from 911 calls.

The Council then opened the floor to community members:

- Patrick Nailon shared his involvement in organizing protests and protest walks, as well as gathering food and clothing for residents. While he described recent months as a “nightmare,” he emphasized that his work continues to focus on helping build better lives and restoring hope within the community.
- Carissa Wyant urged Council to pass the separation ordinance. She acknowledged her privilege and clarified she was speaking personally, but noted that she started a Change.org petition approximately 48 hours prior that had already gathered more than 168 signatures. She referenced the incident in which a woman involved in a car crash sought refuge inside City Hall and called on Council to act quickly to demonstrate governmental support that matches the community's efforts. In her view, it is beyond time for action.
- Michelle Connealy described organizing grocery deliveries for families staying home. With significant support from Golden Age Design, the effort—called BeGood—has grown to 75 volunteers serving more than 250 families, raising over \$40,000 along with substantial in-kind donations. She shared a written note from Molly Beahan, who stated that while the work has been meaningful, it is far from over. The note described the impact of ICE activity in Minnesota as catastrophic and long-lasting, shared stories of hardship, and also highlighted the inspiration drawn from volunteers and local

businesses. Michelle asked Council to consider converting the space at 4161 Hubbard into a community food shelf to support residents in need.

- Sam Sant requested a no-mask ordinance for federal agents and encouraged local police to arrest ICE agents detaining U.S. citizens. He also raised concerns about water softness levels at the Water Treatment Plant and asked Council to review testing to ensure adequate softening.
- Maggie Arbeiter, a five-year resident, spoke to her frustration and desire for political efficacy. She believes residents have clearly expressed support for a separation ordinance and that patience is wearing thin. While she understands procedural requirements, she considers this an emergency and believes passing the ordinance is a necessary step.
- Julie Lapointe, a Robbinsdale resident of over 30 years and a board member of the League of Women Voters in New Hope, shared that she has always felt safe in the community and wants that same sense of safety for every black and brown resident. She read a statement from the League affirming that democracy is built by the people and condemning unwarranted immigration deployments in Minnesota or elsewhere.
- Matt Murphy reflected on losing a coworker when Alex Pretti was killed, sharing how such an event permanently changes perspective. While acknowledging differing viewpoints, he emphasized the need to move forward together and described those attending as heroes for supporting their neighbors.
- Heaven Keane, a two-year resident, shared that she has witnessed significant community solidarity through school pickups, responses to detentions, and mutual aid efforts. Referencing the phrase “Who keeps us safe? We keep us safe,” she asked Council to use every available tool to support the community, including passing a separation ordinance.
- Kara Kurth, owner of Golden Age Design in Robbinsdale, described the City’s growth over the past 12 years and her efforts to draw visitors to downtown. Over the past six to eight weeks, her business has collected substantial food donations and partnered with BeGood to distribute supplies to anyone in need. She noted the strain on small businesses following the pandemic and current events, specifically mentioning that Marnas is struggling. She stated that business owners chose Robbinsdale because of its community and want to feel valued. Golden Age plans to continue operating its food pantry and hopes to eventually establish a permanent space in partnership with the City.
- Lindsay Grady referenced the City’s resource webpage and suggested highlighting more hyperlocal mutual aid organizations to help donors direct limited financial resources effectively.
- Jess Lewis, a Golden Valley resident seeking to represent Robbinsdale in the State House, thanked the community for its mutual aid efforts and acknowledged Council’s consideration of financial impacts related to the ordinance. She invited audience members who support moving forward with the separation ordinance to stand; most attendees did so.
- Laurie Blais stated she attended to listen and learn. She observed widespread frustration but also unity across political lines and expressed appreciation for the various mutual aid efforts underway. She emphasized that residents are prepared to support necessary action.
- Julie Ralston-Aoki noted that the Human Rights Commission presents hero awards and said many in the room would qualify. She spoke about participating in mutual aid efforts she never anticipated and addressed longstanding mistrust between communities of color and law enforcement. She urged

continued dialogue and expressed hope that future town halls would include police department participation to help develop a plan moving forward.

- Jackie Schluter Johnson responded to concerns about the cost of the separation ordinance, stating that community members have personally contributed funds to support neighbors and that the City should likewise identify resources.
- An unidentified resident expressed concern that Council has suggested many elements of the ordinance already exist in City policy. She reported difficulty locating certain police policies online and suggested clearer language regarding policy on immigration activity. Mayor Sutton asked about state-level policy requirements, and Sandvik responded that many police policies reflect state law and statutory duties but agreed that additional discussion would be beneficial.
- Claire, a resident, expressed support for the separation ordinance and frustration that the City appears concerned about risk management while individuals are taking personal risks to support neighbors. She asked for stronger visible support from the City.
- Carlos Smith, a member of the Human Rights Commission, clarified that his views align with the HRC's formal position but spoke personally as a Black immigrant. He thanked attendees for their empathy and emphasized that empathy is foundational to public policy. He described this as a historic moment requiring extraordinary action and cautioned against normalizing the erosion of public decency. He urged Council to pass the ordinance as a meaningful policy step that matches the community's efforts.
- Erin, a resident, said she wants elected officials to publicly stand with the community. She noted she has not seen City officials at recent protests or the monthly vigil held at RPD since the murder of George Floyd and asked them to show up, engage directly with residents, and demonstrate support.

Mayor Sutton then invited Council comments. All Council members thanked residents for attending and sharing their perspectives, acknowledged the emotion in the room, and expressed appreciation for the community's mutual aid efforts and business support. Council members noted that ordinance adoption requires adherence to City Charter and statutory processes, even in urgent situations, and that March 17 is the earliest possible date for action based on prior Council direction. Council also expressed interest in additional community engagement opportunities moving forward, including more informal gatherings like this town hall. Mayor Sutton closed by thanking residents for their participation and affirming that their voices matter.

STAFF UPDATES

None.

COUNCIL UPDATES

None.

ADJOURNMENT

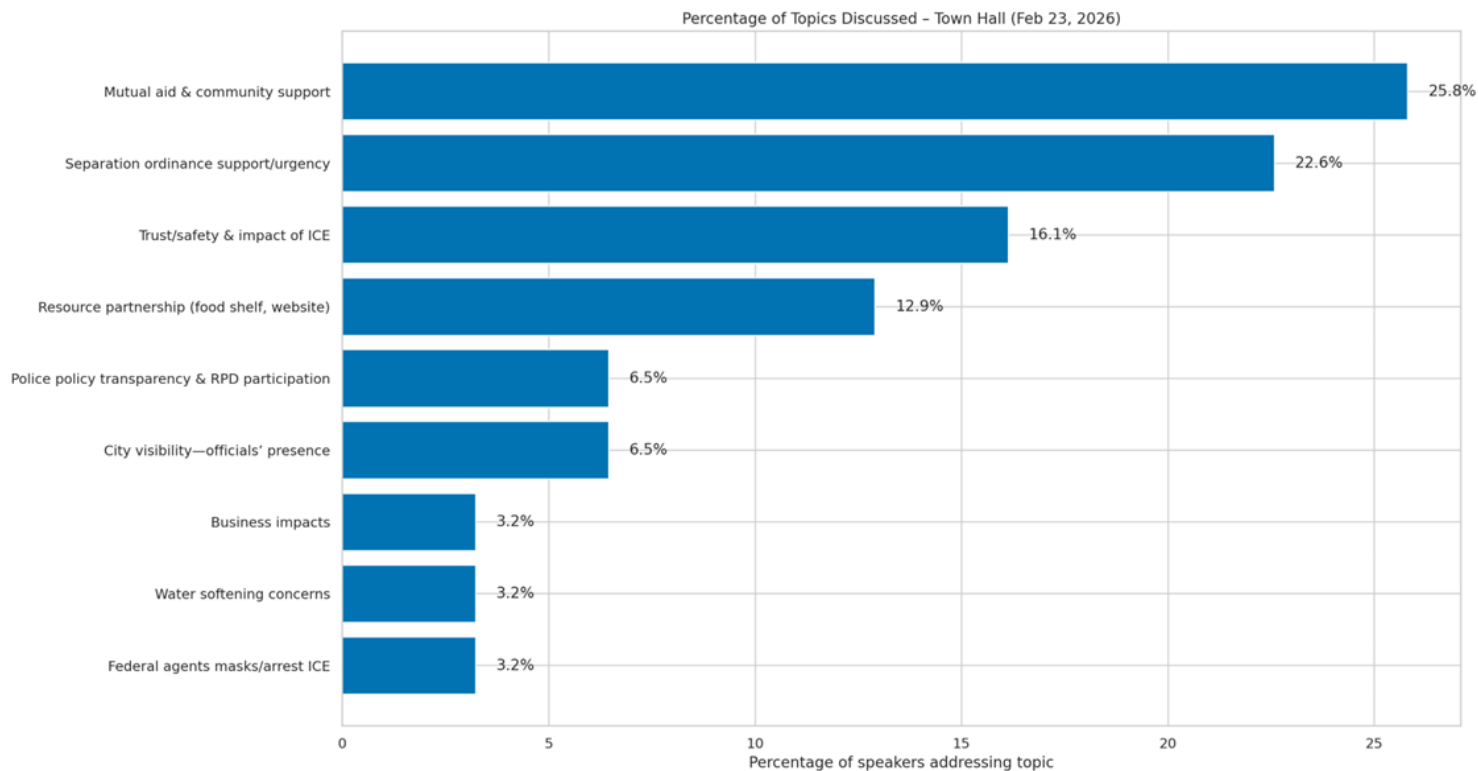
Mayor Sutton adjourned the meeting at 7:24 PM.

Rachel Leen, Communications Coordinator

Raymond Blackledge, Mayor Pro Tem

Top Themes in the Meeting Minutes from 18 total community speakers:

- **Strong community support for a separation ordinance** — Most speakers urged the City to pass the ordinance quickly and clearly define limits on cooperation with immigration enforcement.
- **Widespread mutual aid efforts** — Residents and businesses detailed large-scale volunteer work, food distribution, and support networks formed in response to recent ICE activity.
- **Desire for stronger public support from City leadership** — Many asked Council members to be more visibly present at community events, vigils, and protests.
- **Concerns about trust and safety** — Speakers emphasized fear within immigrant communities, historical mistrust of law enforcement, and the need for clear, accessible policy communication.
- **Requests for City partnership on resources** — Suggestions included creating a community food shelf, highlighting local aid groups on the City website, and supporting small businesses affected by recent events.
- **Urgency and frustration over process timelines** — Many residents expressed that while they understand procedural requirements, they see the current situation as an emergency.
- **Interest in ongoing community engagement** — Calls for continued town halls, more informal conversations, and future participation from RPD to build trust and transparency.



Source: Robbinsdale Town Hall Meeting Minutes (Feb 23, 2026)





TO: Mayor and City Council
PREPARED BY: Richard McCoy, City Engineer/Public Works Director
APPROVED BY: Tim Sandvik, City Manager
DATE: March 17, 2026
RE: Appointment of Commissioner to Bassett Creek Watershed Commission

Background:

The City of Robbinsdale’s representatives on the Bassett Creek Watershed Commission are appointed by resolution and serve for a three-year term. Representatives can be reappointed. The current Bassett Creek Commissioner is Wayne Sicora.

Mr. Sicora’s term for the Bassett Creek Watershed Commissions ended at the end of January 2026.

The City regularly has public announcements to recruit for the Commissioner and/or alternate Commissioner for the two Watersheds within the City, but few if any applicants apply. Watershed Commission meetings are held during the day, and this is a barrier for some people to become a representative.

Staff has spoken to Mr. Sicora who has indicated his willingness to continue serving on both Commissions. Staff is pleased with Mr. Sicora’s knowledge, background in this field and representation of the City, and recommends that he be re-appointed as Commissioner for Bassett Creek Watershed for term concluding January 31st 2029.

Included as an Attachment is a resolution to re-appoint Mr. Sicora as the Robbinsdale Commissioner for Bassett Creek Watershed.

Analysis:

Recommendation:

By motion, waive the reading and order the adoption of the attached resolution approving the re-appointment of Wayne Sicora as Commissioner to Bassett Creek Watershed Management Commission for term concluding January 31st, 2029.

Attachments:

1. RESOLUTION - Bassett Ck Commissioner - 17Mar26

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 17th day of March, 2026.

RESOLUTION NO.

A RESOLUTION APPROVING THE RE-APPOINTMENT OF WAYNE SICORA
AS COMMISSIONER TO THE BASSETT CREEK WATERSHED
MANAGEMENT COMMISSION FOR THE TERM
CONCLUDING JANUARY 31st, 2029

WHEREAS, the City of Robbinsdale is partially located in the Bassett Creek and the Shingle Creek Watershed Management Commissions Area and is required under state law to manage its storm water runoff; and

WHEREAS, the Bassett Creek and the Shingle Creek Watershed Management Commissions have been organized under Minnesota Statutes to manage the storm waters of cities whose boundaries fall within the water management area; and

WHEREAS, the City of Robbinsdale has adopted a Joint Powers Agreement joining the Bassett Creek and the Shingle Creek Watershed Management Commissions;

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Robbinsdale to approve the re-appointment of Wayne Sicora as Commissioner to the Bassett Creek Watershed Management Commission for the term concluding January 31st, 2029.

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

and the following voted against the same:

WHEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED THIS 17TH DAY OF MARCH, 2026.

Brad Sutton, Mayor

ATTEST:

Chase Peterson-Etem, City Clerk



TO: Mayor and City Council
PREPARED BY: Joanna Brookes, Human Resources and Risk Management Manager,
Chase Peterson-Etem, Assistant City Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: March 17, 2026
RE: Authorize City Manager to Execute Organized Labor Agreement

Background:

Robbinsdale City Staff began meeting with the Law Enforcement Labor Services, Inc. (LELS) Police Sergeants, Local 8, union last Spring to negotiate a new labor agreement.

Analysis:

Over several months, both parties came to agreements as highlighted in the attached resolution.

Recommendation:

Authorize the City Manager to execute a Labor Agreement between the City of Robbinsdale, MN, and the Law Enforcement Labor Services, Inc. (LELS) Police Sergeants, Local 8, effective January 1, 2026 - December 31, 2028.

Attachments:

1. Resolution of Support - Sgts 1-1-26 -12-31-28

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 17th day of March 2026.

RESOLUTION NO.

A RESOLUTION APPROVING THE LABOR AGREEMENT WITH THE CITY OF ROBBINSDALE, MN, AND LAW ENFORCEMENT LABOR SERVICES (LELS), POLICE SERGEANTS LOCAL # 8 EFFECTIVE JANUARY 1, 2026 – DECEMBER 31, 2028

WHEREAS, the City of Robbinsdale staff and Law Enforcement Labor Services (LELS), Police Sergeants Local # 8, have agreed to a three-year contract from January 1, 2026, through December 31, 2028; and

WHEREAS, the two parties have agreed to the following base wage rate schedule:

Sgt	Start	1 year	2 years	3 years	4 years	Annual Increase
1.1.26-12.31.26	\$53.62	\$55.28	\$56.97	\$58.69	\$60.49	3.5%
1.1.27-12.31.27	\$55.50	\$57.21	\$58.96	\$60.74	\$62.61	3.5%
1.1.28-12.31.28	\$57.44	\$59.21	\$61.02	\$62.87	\$64.80	3.5%

and;

WHEREAS, the two parties have agreed to an increase in insurance contributions to \$1,300 each month per Employee for those selecting single coverage and \$2,100 for Employee + Child(ren), Employee + spouse, and Family coverage; and

WHEREAS, both parties agree to the Paid Time Off (PTO) proposal as presented by the City of Robbinsdale; and

WHEREAS, both parties agree to split Minnesota Paid Family Medical Leave (MNPFML) premiums 50/50; and

WHEREAS, both parties have agreed to an increase in uniform allowance to be consistent with the annual wage increase percentage; and

WHEREAS, both parties have agreed to provide incentive pay of \$10 per diem, not to exceed \$50 per pay period, for employees who assist customers in a language in which they are fluent that is not English; and

WHEREAS, both parties have agreed to add incentive pay if the employee is classified or assigned to the Sergeant of Investigations, Administrative Sergeant, or as a Canine Handler; and

WHEREAS, both parties have agreed to adjust the Educational Incentive Pay needed for a 10% increase of the base rate; and

WHEREAS, both parties have agreed to add clarifying language to Articles 12.3, 12.9, and 15.1;

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

That the labor agreement for 2026 through 2028 between the City of Robbinsdale and Law Enforcement Labor Services (LELS), Police Sergeants Local # 8, is hereby approved.

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

And the following voted against the same:

PASSED AND ADOPTED BY THE CITY COUNCIL THIS 17th DAY OF MARCH 2026.

Bradley Sutton, Mayor

ATTEST:

Chase Peterson-Etem, City Clerk



TO: Mayor and City Council
PREPARED BY: Joanna Brookes, Human Resources and Risk Management Manager,
Chase Peterson-Etem, Assistant City Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: March 17, 2026
RE: Authorize City Manager to Execute Organized Labor Agreement

Background:

Robbinsdale City Staff began meeting with the Law Enforcement Labor Services, Inc. (LELS) Police Patrol, Local 179, union last Spring to negotiate a new labor agreement.

Analysis:

Over several months, both parties came to agreements as highlighted in the attached resolution.

Recommendation:

Authorize the City Manager to execute a Labor Agreement between the City of Robbinsdale, MN, and the Law Enforcement Labor Services, Inc. (LELS) Police Patrol, Local 179, effective January 1, 2026 - December 31, 2028.

Attachments:

1. Resolution of Support - Patrol 1-1-26 -12-31-28

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 17th day of March 2026.

RESOLUTION NO.

A RESOLUTION APPROVING THE LABOR AGREEMENT WITH THE CITY OF ROBBINSDALE, MN, AND LAW ENFORCEMENT LABOR SERVICES (LELS), POLICE PATROL LOCAL # 179 EFFECTIVE JANUARY 1, 2026 – DECEMBER 31, 2028

WHEREAS, the City of Robbinsdale staff and Law Enforcement Labor Services (LELS), Police Patrol Local # 179, have agreed to a three-year contract from January 1, 2026, through December 31, 2028; and

WHEREAS, the two parties have agreed to the following base wage rate schedule:

Patrol	Start	1 year	2 years	3 years	4 years	5 years
1.1.26-12.31.26	\$39.29	\$42.05	\$44.82	\$47.58	\$50.34	\$53.14
1.1.27-12.31.27	\$40.67	\$43.52	\$46.39	\$49.25	\$52.10	\$55.00
1.1.28-12.31.28	\$42.09	\$45.04	\$48.01	\$50.97	\$53.92	\$56.93

and;

WHEREAS, the two parties have agreed to an increase in insurance contributions to \$1,300 each month per Employee for those selecting single coverage and \$2,100 for Employee + Child(ren), Employee + spouse, and Family coverage; and

WHEREAS, both parties agree to the Paid Time Off (PTO) proposal as presented by the City of Robbinsdale; and

WHEREAS, both parties agree to split Minnesota Paid Family Medical Leave (MNPFML) premiums 50/50; and

WHEREAS, both parties have agreed to an increase in uniform allowance to be consistent with the annual wage increase percentage; and

WHEREAS, both parties have agreed to provide incentive pay of \$10 per diem, not to exceed \$50 per pay period, for employees who assist customers in a language in which they are fluent that is not English; and

WHEREAS, both parties have agreed to add language to Article 13 addressing overtime pay; and

WHEREAS, both parties have agreed to add language to Article 15 addressing compensation for court time; and

WHEREAS, both parties have agreed to adjust the Educational Incentive Pay; and

WHEREAS, both parties have agreed to add language to Article 22 addressing funeral leave; and

WHEREAS, both parties have agreed to amend language to Article 24 related to Holiday pay;

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

That the labor agreement for 2026 through 2028 between the City of Robbinsdale and Law Enforcement Labor Services (LELS), Police Patrol Local # 179, is hereby approved.

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

And the following voted against the same:

PASSED AND ADOPTED BY THE CITY COUNCIL THIS 17th DAY OF MARCH 2026.

Bradley Sutton, Mayor

ATTEST:

Chase Peterson-Em, City Clerk



TO: Mayor and City Council
PREPARED BY: Matthew Bazyk, Recreation Services Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: March 17, 2026
RE: MN Human Services Innovation Grant

Background:

The MN Department of Human Services has opportunities for small grants up to \$2,000.

Analysis:

Robbinsdale Recreation plans on applying for the 2026 Innovation Grant in the amount of \$2,000 to purchase a specialized sensory tent for event participants. This tent will include sensory-friendly seating for children who need a calm break from the noise, tactile toys and tools designed to engage and soothe, and branded, highly visible design for families to easily locate it.

Recommendation:

Approve the Recreation Department to apply for the MN Department of Human Services 2026 Innovation Grant.

Attachments:

None



TO: Mayor and City Council
PREPARED BY: Patrick Foley, Police Chief
APPROVED BY: Tim Sandvik, City Manager
DATE: March 17, 2026
RE: City Council Review of Body Worn Camera and Automatic License Plate Reader Systems Audit

Background:

Per MN State Statute, the Robbinsdale Police Department is required to biannually audit their Body Worn Camera System and Automatic License Plate Reader System. The City of Robbinsdale hired an independent entity, Minnesota Security Consortium, which has expertise and experience in audits including our previous Body Worn Camera and Automatic License Plate Reader Systems. Approximately 85 random cases were reviewed.

Analysis:

Based on the results of the Audits conducted by Minnesota Security Consortium, it was demonstrated that the Robbinsdale Police Department is using the Axon Body Worn Camera and Automatic License Plate Reader Systems in accordance with the requirements of Minn. Stat. § 13.825. The reports are attached.

Recommendation:

By motion, acknowledge receipt of the Robbinsdale Police Department Biannual Body Worn Camera and Automatic License Plate Reader Audit prepared by Minnesota Security Consortium and confirm that the City Council has reviewed and has been satisfied with the information provided.

Attachments:

1. Robbinsdale 2026 AXON BWC Audit Executive Summary
2. Robbinsdale PD 2026 AXON ALPR Audit Executive Summary

Minnesota Security Consortium - MNSec

Bringing Information Security to Local Minnesota Governments

Robbinsdale Police Department

2026 AXON Body Worn Camera (BWC) Audit

Executive Summary Report

Prepared for City of Robbinsdale

March 2, 2026



Minnesota Security Consortium - MNSec

Bringing Information Security to Local Minnesota Governments

Background:

Robbinsdale Police Department retained the Minnesota Security Consortium (MNSec) to audit its agency's use of its Body-Worn Camera (BWC, see Definitions Section below) program against the requirements of Minn. Stat. § 13.825 and Minn. Stat. § 626.8473. The Minnesota Security Consortium (MNSec) does not operate or have access to their BWC systems, therefore allowing it to audit the systems as an independent auditor. The Robbinsdale Police Department Chief of Police and Captain provided their administrative access to the AXON system during the audit to review audit criteria. Interviews and auditing of the AXON system were conducted with the Robbinsdale Police Department Command and IT staff during the audit process.

Definitions:

For the purposes of this audit and report, the use of the term Body-Worn Camera (BWC) systems shall be the same as the State Statute definition of "Portable Recording Systems," as defined by Minn. Stat. § 13.825, Subd. 1 (b) as follows:

"portable recording system" means a device worn by a peace officer that is capable of both video and audio recording of the officer's activities and interactions with others or collecting digital multimedia evidence as part of an investigation;

"portable recording system data" means audio or video data collected by a portable recording system; and

"redact" means to blur video or distort audio so that the identity of the subject in a recording is obscured sufficiently to render the subject unidentifiable.

Audit Period and Scope:

The Audit Period covered by this report covers the period 1/1/2024 to 12/31/2025.

Robbinsdale Police Department uses the Cloud-based AXON video system for its BWC program. Although their AXON system records both in-squad video as well as BWC videos, the scope of the audit focused only on BWC video data. Their AXON system was treated as their only primary source of all BWC data and was the focus of this audit. All AXON BWC data videos had date and time stamps of when the data was collected.

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Required Public Hearing:

Pursuant to Minn. Stat. § 626.8473, Subd. 2, Robbinsdale Police Department allowed for public comments about its new BWC Program at the Robbinsdale City Council Workshop held on September 21, 2017, and the full City Council Public Hearing on October 3, 2017. Board Minutes of this Robbinsdale City Council Workshop and Meeting were provided to us and reviewed during the audit.

Robbinsdale was compliant with this aspect of the Statute, Minn. Stat. § 626.8473, Subd. 2.

Department BWC Policy:

Robbinsdale Police Department has a BWC Policy in place entitled, "Policy 423: Body Worn Cameras." This policy is posted on their public web site, as required by statute:

<https://www.robbinsdalemn.gov/DocumentCenter/View/672/Robbinsdale-Police-Department-Policy-Manual-PDF?bidId=>

Their Policy was reviewed to ensure that it contained the required elements as outlined in Minn. Stat. § 626.8473, Subd. 3. Robbinsdale was compliant with this aspect of the Statute.

Officer use of BWC Equipment:

Robbinsdale Police Department "Policy 423: Body Worn Cameras" requires that Officers wear their BWC equipment and activate it during specific instances.

BWC data was sampled and audited across the audit period, and more intensely in the periods of November 2025 and December 2025. Officer's Calls for Service were compared to the AXON video library to determine if they had been recording videos during those calls in accordance with their policy. In virtually all cases, the patrol officers appeared to be using their BWC appropriately and activating recordings as outlined in the policy section 423.6, "Activation of the Audio/Video Recorder."

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Data Classification and Retention:

Robbinsdale Police Department treats BWC data as private unless it is permitted to be released in accordance with the provisions of Stat. § 13.825, Subd. 2.

Robbinsdale Police Department processes BWC data requests via the front desk staff of the police lobby, using the paper "Request for Information" form. These requests are then reviewed by the Office Coordinator and by a member of the Command Staff prior to being approved.

At the time of the audit, there were no Court mandated BWC data disclosures reported during this audit period.

Robbinsdale Police Department set up its data classification and retention schedule for BWC videos in the administrative settings of the AXON console. All BWC data is retained for a minimum of 90 Days, as required by Minn. Stat. §13.825, Subd. 3 (a).

When the BWC data involves the use of force, discharge of a firearm by a peace officer, or when the event triggers a formal complaint against the peace officer, the BWC data is retained for a minimum of 1 year in accordance with Minn. Stat. §13.825, Subd. 3 (b). At the time of the audit, Robbinsdale Police Department has set that Retention Period to a minimum of 2 years for each of these special circumstances.

In addition, on specific types of calls, the Robbinsdale Police Commander(s) in charge of the BWC program also review all related videos to ensure they have the appropriate classification. Any modifications to the classification are auditable in the AXON audit trail. Sampled BWC data was examined for modifications to the classification tags. The AXON audit trail indicated when the re-classification was made and by whom. Samples examined during the audit showed that all BWC Data was tagged with the correct classification and Retention Period.

BWC data was sampled and audited across the audit period, and more intensely in the periods of November 2025 and December 2025.

Robbinsdale Police Department was compliant with its Classification and Retention requirements based on Statute, Minn. Stat. § 626.8473, Subd. 2. And Subd. 3.

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Access by Data Subjects:

Robbinsdale Police Department currently processes BWC data requests through the front desk of the police lobby, using the paper “Public Data” form. These requests are then reviewed by the Office Coordinator and by a member of the Command Staff prior to being approved.

Robbinsdale Police Department stated they redact BWC data when released to Data Subjects.

Use of Agency-Issued BWC:

Minn. Stat. § 13.825, Subd. 6 states that:

“While on duty, a peace officer may only use a portable recording system issued and maintained by the officer's agency in documenting the officer's activities.”

Robbinsdale Police Department “Policy 423: Body Worn Cameras,” Section 423.7, states:

“Members are prohibited from using personally owned recording devices while on-duty.”

Robbinsdale Police Department is compliant with part of the Statute.

Authorization to Access Data:

Robbinsdale Police Department allows its officers to review their own BWC data. Access is enforced using user accounts and roles/rights in the AXON system.

BWC data was sampled and audited across the audit period, and more intensely in the period of November 2025 and December 2025. Results of sampling the BWC data, and its related audit trail in the AXON system, showed that it was either not viewed at all, viewed by the officer who recorded the data, or by a police supervisor. In approximately 32 samples, BWC video metadata was reviewed during the audit process by the auditor and the department staff. In all samples, the BWC videos were shown to be viewed by either no one, the officer or supervisor.

All views and access were consistent with Robbinsdale Police Department “Policy 423: Body Worn Cameras” and Minn. Stat. § 13.825 Subd. 7, as authorized by the Chief of Police.

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Sharing Among Agencies:

Robbinsdale Police Department treats BWC data as private and may only share BWC data with other agencies when permitted by Minn. Stat. § 13.825, Subd. 8 and Subd. 7.

Robbinsdale Police Department processes BWC data requests by other Agencies via email which must contain a legitimate, specified law enforcement purpose, as required by Minn. Stat. § 13.825, Subd. 7.

Robbinsdale Police Department was compliant with this aspect of the Statute.

Biennial Audits:

Robbinsdale Police Department has acknowledged that it intends to complete a biennial audit of its BWC System, as required by Minn. Stat. § 13.825, Subd. 9. Their last audit was in February 2024, covering the period 3/1/2023 to 12/31/2023, when they were using the GETAC system which is now decommissioned. This year's audit covers 1/1/2024 to 12/1/25, in which they were using the AXON system.

Robbinsdale Police Department was compliant with this aspect of the Statute.

BWC System Vendors:

At the time of the audit, AXON was the primary vendor and system for their BWC program. BWC videos were recorded, classified, and stored Cloud based AXON system.

Because Evidence.com is a cloud-based solution, it is subject to the requirements of Minn. Stat. § 13.825, Subd. 11 (b), which requires Axon to follow the requirements of the FBI's CJIS Policy 5.9.5 and subsequent versions. Axon has published a CJIS White paper outlining their responsibilities for CJIS compliance. AXON has also filed the appropriate Security Addendum with the State of Minnesota, which we verified with the BCA.

https://axon-static-site.s3.us-west-1.amazonaws.com/images/axon-2/a120c9a7-739e-4a55-aba7-72ed75156064_security-white-paper.pdf

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Conclusion:

Based on the results of the Robbinsdale Police Department BWC Audit conducted by the Minnesota Security Consortium (MNSec), we were able to demonstrate that Robbinsdale Police Department is using the AXON BWC System in accordance with the requirements of Minn. Stat. § 13.825 and Minn. Stat. § 626.8473.

This Audit was conducted and attested to by:

Dimitrios Hilton

Senior Auditor, Minnesota Security Consortium (MNSec)

Submitted to:

- Robbinsdale Police Department Chief of Police
- Robbinsdale City Council
- Legislative Commission on Data Practices and Personal Data Privacy
- Required Legislative members, as specified by Statute
- MN Legislative Library

Minnesota Security Consortium – MNSec

Bringing Information Security to Local Minnesota Governments

Robbinsdale Police Department 2026 ALPR Audit (AXON System)

Executive Summary

Prepared for City of Robbinsdale Police Department

January 29, 2026



Minnesota Security Consortium – MNSec

Bringing Information Security to Local Minnesota Governments

Background:

Robbinsdale Police Department retained Minnesota Security Consortium to audit its agency's use of their new AXON ALPR System against the requirements of MN Statute 13.824. Minnesota Security Consortium does not operate or have access to their ALPR systems, therefore allowing it to audit the systems as an independent auditor. Robbinsdale Police Department had their new AXON ALPR system operational between 1/1/24 to 12/31/25. They had 11 active mobile AXON ALPR units at the time of this audit.

Department Policy & Procedures:

Robbinsdale Police Department has an ALPR Policy in place entitled, "Policy 427: Automated License Plate Readers (ALPR)." They have been keeping their policy updated and have recently reviewed it. This policy is readily available to the public online at:

<https://www.robbinsdalemn.gov/DocumentCenter/View/672/Robbinsdale-Police-Department-Policy-Manual-PDF?bidId=>

A review of this policy found that the Robbinsdale Police Department was compliant in this part of the statute.

Record Retention:

The Robbinsdale Police Department ALPR AXON administrative control panel was audited to ensure that each setting was set for a retention period of no more than 30 days. The entire AXON system has a default 30-day retention period, which is set by the manufacturer. This was confirmed by the AXON Vehicle Reads report. Robbinsdale Police Department was found to be compliant with this part of the statute.

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Data Security and Access Control:

The Robbinsdale Police Department's ALPR system was protected by an Access Control system built into the AXON backend server application. Members of the Robbinsdale Police Department must undergo in-service training prior to being permitted to use the ALPR System. User accounts and role-based accounts are reviewed on a regular basis by ALPR Administrators. The ALPR Administrator has been appointed by the Robbinsdale Police Chief.

A review of all users and their assigned administrator roles was conducted as part of this audit. Roles and access were consistent for each user's job description. The Robbinsdale Police Department was found to be compliant in this part of the statute.

Data Classification:

Robbinsdale Police Department ALPR Data that has been collected is classified as private unless access is permitted by law. Public data requests of data collected on a license plate owner's vehicle is readily available through a proper records request via the Robbinsdale Police Department. Citizens can fill out the agency's Data Request Form at the Police Department's Front Desk. Citizens can also fill out an online request found at:

<https://www.robbinsdalemn.gov/DocumentCenter/View/433/Public-Data-Request-Form-PDF>

Robbinsdale Police Department was found to be compliant with this part of the statute.

Sharing Among Law Enforcement Agencies:

Appropriate sharing of ALPR data is conducted through inter-agency requests. Agencies can also fill out the online Robbinsdale MN Data Request Form or by filling out a similar form at the Public Safety Front Desk or other personnel as authorized by the Chief of Police. The requests are documented by agency name, requesting party and case number. As a result of these findings, Robbinsdale Police Department was found to be compliant with this part of the statute.

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Public Log of Use:

The AXON ALPR system also contains a robust audit trail which was sampled to determine if it is logging access by users properly. Robbinsdale Police Department compiles monthly reports that contain the requirements of 13.824 Subd. 5. Sample reports were reviewed during the audit process. These public logs of use are readily available through a proper records request through the Robbinsdale Police Department. Robbinsdale Police Department was found to be compliant with this part of the statute.

Notification to Bureau of Criminal Apprehension:

Robbinsdale Police Department has made the required notification to the Bureau of Criminal Apprehension. This was validated on the BCA website. Robbinsdale Police Department was found to be compliant with this part of the statute.

Biennial Public Accountability Audit:

Robbinsdale Police Department installed their new AXON ALPR system in January of 2024. This is their first ALPR Audit of the new AXON system, and they plan on continuing an independent audit every two years, per MN Statute 13.824. Command and IT Staff were very cooperative throughout the entire audit process and understood the intent of the public accountability and provided easy access to policies and procedures, staff interviews, and audit of their ALPR Reports. Robbinsdale Police Department was found to be compliant with this part of the statute.

Breach Notification:

The Robbinsdale Police Department utilizes the City's Incident Response Policy which includes procedures for Breach Notification. This is consistent with MN Statute 13.055 and MN Statute 13.824. Robbinsdale Police Department was found to be compliant with this part of the statute.

Minnesota Security Consortium – MNSec

Bringing Information Security to Local Minnesota Governments

Conclusion:

Based on the results of the Robbinsdale Police Department ALPR Audit conducted by Minnesota Security Consortium, we can demonstrate that they were using the ALPR System as an effective law enforcement tool for the purpose of combating auto theft and other crimes linked to vehicle license plates. The Robbinsdale Police Department also demonstrated that their security, public accountability, and administration of the program followed MN Statute 13.824.

This Audit was conducted and attested to by:

Dimitrios Hilton

Senior Auditor, Minnesota Security Consortium.

Submitted to:

- Robbinsdale Chief of Police
- Minnesota Commissioner of Administration
- Legislative Commission on Data Practices and Personal Data Privacy
- Required Chairs of Legislative Committees
- Minnesota Legislative Library



TO: Mayor and City Council
PREPARED BY: Kayla Kirtz, Sustainability Coordinator
APPROVED BY: Tim Sandvik, City Manager
DATE: March 17, 2026
RE: SolSmart Gold Award

Background:

Robbinsdale received a Gold designation from the national SolSmart program for encouraging the growth of affordable solar energy options at the local level. As a SolSmart Gold designee, Robbinsdale has adopted nationally recognized best practices to advance solar market growth. The City worked with SolSmart's no-cost technical assistance team, as well as a cohort of Hennepin County cities, leaders, and technical advisors, to increase local knowledge of solar energy so the entire community can benefit. Participation in this program directly supports the renewable energy goals of Robbinsdale's Energy Action Plan.

SolSmart is led by the Interstate Renewable Energy Council and the International City/County Management Association and funded by the U.S. Department of Energy Solar Energy Technologies Office.

Local governments achieve designation by meeting established criteria that are based on national best practices for building solar-friendly communities. To achieve SolSmart Gold designation, Robbinsdale has trained permitting and inspection staff on best practices for permitting solar energy and solar-plus storage systems. The Sustainability Coordinator worked with the Planning Department to clarify in City code that solar energy is allowed in all major zoning districts. These and other actions taken will make it faster, easier, and more affordable for local residents, businesses, and nonprofit organizations to install solar in this community. Other key actions that Robbinsdale took to achieve SolSmart Gold designation include:

- Installing solar on government buildings.
- Adopting automated solar permitting software through SolarAPP+.
- Posting robust online resources about residential and commercial solar PV installation, financing, and incentives on the City's solar landing page at www.robbednsdalemn.gov/solar.
- Supporting community solar garden programs.
- Including specific solar PV goals, metrics, and strategies in the Robbinsdale Energy Action Plan.

Analysis:

None.

Recommendation:

Accept the SolSmart Gold award and pause for photo opp.

Attachments:

None

2025 IN REVIEW

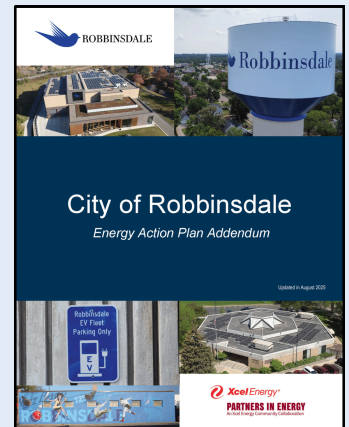
ROBBINSDALE SUSTAINABILITY



The Robbinsdale Sustainability team sits within the Administration Department. This division oversees the implementation of various environmental programs, while coordinating across departments to promote sustainable governmental operations and initiatives. The Sustainability team includes a full-time Sustainability Coordinator and also includes a Minnesota GreenCorps member for the 2025-2026 program year. The Sustainability Coordinator's efforts are largely focused on energy efficiency, clean transportation, and waste reduction, recycling, and organics.

ENERGY ACTION PLAN ADDENDUM:

The Robbinsdale Energy Action Plan (EAP) was adopted in August of 2023. Following 18 months of successful implementation, the Energy Action Team sought to develop even more robust clean energy targets by creating an addendum to the EAP that includes additional strategies to support the transition to electric buildings and electric vehicles. Following two community planning meetings and a survey, the **Beneficial Electrification and Electric Vehicle Energy Action Addendum was adopted** by the City Council in November of 2025. This Addendum sets ambitious goals, but is supported by action-oriented strategies that build on Robbinsdale's commitment to sustainable energy solutions, while preparing for a clean energy future. Robbinsdale aims to increase heat pump and heat pump water heater installations and grow EV ownership by 30% by 2030.



GREENSTEP CITIES STEP 5:

Achieving GreenStep 5 was formally established in the City Council's 2025 Top Goals and Priorities. This effort has been building momentum since the we joined the GreenStep Cities program in 2019. On June 25, 2025, the City of Robbinsdale **officially became a Step 5 City** in the GreenStep Cities program. This means that Robbinsdale has been making progress towards achieving sustainability and quality-of-life goals by continuing annual action reporting, measuring and reporting data, and demonstrating improvement upon those data points. Key metric highlights from the 2025 reporting year include an increase in purchased and generated renewable energy for city operations (6.5% in 2023 to 32.6% in 2024) and the installation of an 80 kW rooftop solar array on the Water Treatment Plant.



GreenStep Cities

SOLSMART GOLD DESIGNATION:

SolSmart is a national recognition program for encouraging the growth of affordable solar energy options at the local level. Robbinsdale first joined the SolSmart program in 2025 through a peer-learning cohort organized by Hennepin County. Our community took key actions that make it faster, easier, and more affordable for local residents and businesses to install solar. These key actions include: installing solar on government buildings, adopting automated solar permitting software, providing resources on the City website's solar landing page, and setting specific solar PV goals in the Robbinsdale EAP. **Robbinsdale achieved SolSmart Gold designation in December of 2025!** A SolSmart Gold plaque will now hang in Robbinsdale City Hall to demonstrate this achievement.



ROOFTOP SOLAR ON CITY HALL:

In 2025, the City was awarded a **\$64,678 grant** from the Minnesota Department of Commerce as part of the Solar on Public Buildings Program. Through this program, the City worked with TruNorth Solar to install a 40 kW photovoltaic rooftop array on City Hall. This array went live on June 10, 2025 and has since been offsetting nearly 60% of the building's energy use with clean, renewable energy. With the addition of an expected federal tax credit of \$32,000, the system's payback period is less than two years.



ELECTRIC VEHICLE CHARGING STATIONS:



2025 was a monumental year for Robbinsdale's transition to vehicle electrification. The City took ownership of its first electric fleet vehicle: a Chrysler Pacifica Plug-in Hybrid for the Recreation Department. We installed a Level 2 EV charger at City Hall for fleet use. The City's first public EV charging station was also put online this year at Lakeview Terrace Park. This charging station is a Level 3 charger, meaning it can provide up to 100 miles of range in an hour. This station has already seen significant use - averaging 2.5 charging sessions each day! Staff are continuing to explore additional locations to expand our public charging network. A second Level 3 charger will be coming online in 2026 at City Hall. Vehicle electrification continues to be a priority in order to meet Robbinsdale energy goals.

MINNESOTA GREENCORPS:

Since 2022 the City has hosted Minnesota GreenCorps members. In November 2025, Gwen Casey began her year of service with the City, becoming Robbinsdale's third ever GreenCorps member. Gwen came on board with a full work plan. She divides her time between the Sustainability Department, the Water Resources Department, and the Forestry/Natural Resources Department. Gwen has been instrumental in launching the City's first organics recycling drop-off site. She will continue to make an impact in our community through September 2026 by promoting water quality awareness, assisting with tree pruning and planting, and conducting invaluable community outreach about environmental topics.



SUSTAINABILITY COMMITTEE:

The Robbinsdale Sustainability Committee had a busy year in 2025! The Sustainability Committee dedicated their year to honing in on the Committee's top priorities. In October 2025, the **Committee presented their formal recommendations** to the City Council. These recommendations included:

- Continue to support creative community engagement opportunities.
- Promote sustainable land uses and increase green space.
- Execute a Climate Action Plan for Robbinsdale.

The Sustainability Committee also hosted the inaugural compost giveback in May, offering free compost for Robbinsdale residents during the Native Plant Kit pick-up. This program was incredibly successful, and the Committee looks forward to hosting another compost giveaway in May 2026. The Committee continues to take advantage of unique engagement opportunities - look out for the Committee at upcoming City events!


City of Robbinsdale Sustainability

2025 Year in Review



1

Milestones



2



GreenStep Cities – Step 5!

Awarded in **June 2025**

Highlights:

- Increase in purchased and generated renewable energy for city operations energy use from 6.5% in 2023 to 32.6% in 2024
- Installation of 80 kW rooftop solar array on the Water Treatment Plant



3

City Hall Rooftop Solar



- System came online on **June 10, 2025**

★ Received Solar on Public Buildings Grant of \$64,678

★ Expected 30% Federal Tax Credit of ~\$32,000

- Payback period: 1.8 years
- 40 kW AC system
- Offsets 60% of building energy use

4

Electric Vehicles



- Acquired Chrysler Pacifica Plug-in Hybrid Electric Vehicle for the Recreation Department in **Spring 2025**
- Installed a Level 2 fleet-only charger at City Hall in **March**
- ★ In partnership with Xcel Energy, installed a Level 3 Direct Current Fast Charger for public use at Lakeview Terrace Park in **December**
- **Averaging 2.5 plug-ins per day**
- ★ **~\$3,300 in charging revenue**



5

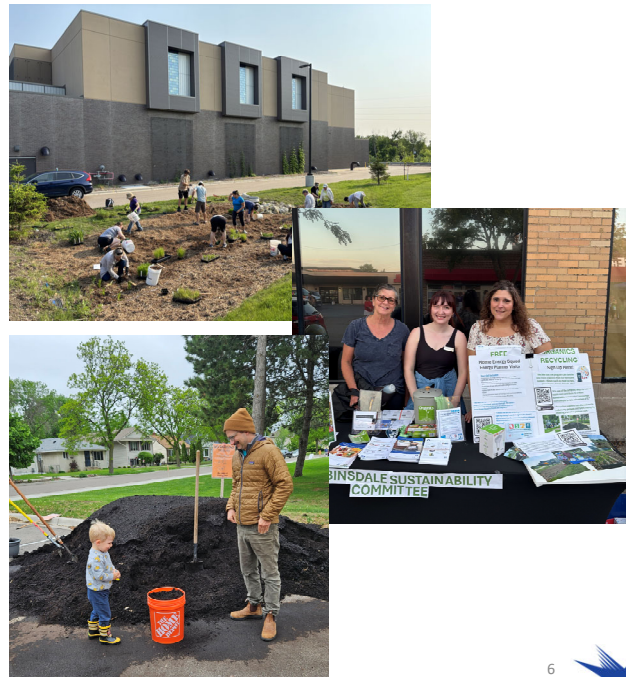
Sustainability Committee

Top Priorities

- Community Engagement
- Green Spaces and Land Use
- Climate Action Planning

2025 Milestones

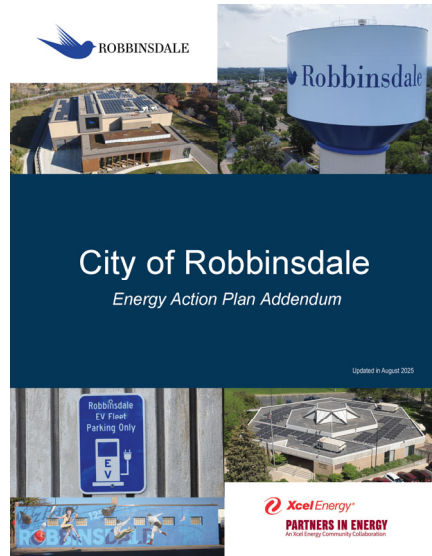
- First annual Compost Give-Back in **May 2025**
- Rain garden planting at the Water Treatment Plant in **May 2025**
- Formal presentation to the City Council in **October 2025**



6

Energy Action Plan Addendum

- Beneficial Electrification and Electric Vehicle Action Plan Addendum adopted on **November 4th, 2025**
- Series of two community workshops + a survey
- New strategies include:
 - Outreach, engagement, and resource sharing about electrification and EVs
 - Electric appliance check-out program
 - Local workforce partnerships
 - Develop a charger installation guide for businesses and properties
 - Analyze current Robbinsdale fleet for next steps in electrification



Minnesota GreenCorps Member – Gwen Casey

- November 2025- September 2026
- Main focus areas:
 - ★ Launch organics recycling drop-off site (\$15,000 Hennepin County Grant)
 - Water quality assessment survey
 - Tree maintenance and planting
 - Community engagement and outreach



SolSmart – Gold Designation

- Awarded in **December 2025**
- National recognition program for solar energy best practices
- Robbinsdale’s achievements:
 - Installing solar on government buildings
 - Providing incentives, financing, and installation resources on the City website
 - Supporting community solar garden programs
 - Identifying specific solar PV goals and strategies in the Robbinsdale EAP
 - ★ Adopting automated solar permitting software through SolarAPP+ (\$20,000 incentive from MN Dept of Commerce)



9



9

Ongoing Programs






10

10

Home Energy Squad

- City offers FREE HES visits for residents
- 90 REDA-funded visits completed in 2025 (88 in 2024)









Water Efficiency Rebate Program

- 58 total rebates
- \$5,552.95 in utility bill credits
- 536,900 gallons in estimated water savings

★ Program is funded, in part, by a grant from the Metropolitan Council (\$10,000)

11 

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Looking Ahead:



- Upcoming Waste Events
- Awaiting Grant Decisions
- EV Charger Deployment at City Hall
- Native Planting Install at City Hall
- MN GreenCorps Wrap Up

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12



TO: Mayor and City Council
PREPARED BY: Chase Peterson-Etem, Assistant City Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: March 17, 2026
RE: Conditional Retail Cannabis Business Registration for Hold My Beer MN, LLC, dba Hold my Beer

Background:

The City has received a Retail Business Application for Adult-Use Cannabis Registration from Hold My Beer MN, LLC dba Hold My Beer, who wish to operate a retail cannabis business located at 4154 West Broadway. As you'll recall earlier this year, the Council did update the zoning code language to include this area as permissible for this type of business. The State Office of Cannabis Management (OCM) will technically issue the license, but businesses must also register with local jurisdictions.

Analysis:

Similar to the last Cannabis applicant, this registration will be conditional until they have provided us with their state-issued license. If approved, this would be the second of two licenses allowed for Retail Cannabis as outlined in the city code. Please note the limit of two does not include businesses applying for Low Potency Hemp Edible (LPHE) registration. Given that the state ultimately licenses these businesses, the city has limited discretion to deny applicants, as long as they meet our registration requirements, including zoning, business, and public safety regulations.

Once the city registration process is approved, the applicant will work with staff to obtain any additional permits as required by the city or state and is expected to be open this summer or early fall, depending on the Office of Cannabis Management. The applicant has also provided a collection of photos from other stores they have been involved with in the state of Maine.

Recommendation:

1. Open the public hearing, take public comment, and close the hearing.
2. Approve Conditional Retail Cannabis Business Registration for Hold My Beer MN, LLC dba Hold My Beer.

Attachments:

1. Highly Cannaco - Photos from Maine Retail Locations



About HIGHLY

Highly Cannaco currently operates adult-use cannabis stores across the State of Maine. The business entered the space through operations in the medical cannabis industry, expanding to the adult-use market five years ago after licenses became available. Listed below are the locations of each current retail location with photos from the respective store.

Designed for comfort. Curated with intention.

Featuring exceptional cannabis, respected brands, attentive service, and thoughtfully set pricing.

South Portland

240 Gorham Rd,
South Portland, ME 04106





Brunswick

325 Bath Rd.
Brunswick, ME 04011





Auburn

648 Turner St Box 8,
Auburn, ME 04210



Woolwich

73 Main St, Route 1
Woolwich, ME 04579



Eliot

495 Harold L Dow HWY
Eliot, ME 03903



Lewiston

790 Sabattus St.
Lewiston, ME 04240





TO: Mayor and City Council
PREPARED BY: Tim Sandvik, City Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: March 17, 2026
RE: Second Reading of An Ordinance Relating to Administration and Employee Authority In Immigration Matters

Background:

In January, the Council discussed actionable items related to Operation Metro Surge and directed staff to draft ordinance language related to the administration and employee authority in immigration matters. Staff brought language for an emergency ordinance to the February 10, 2026, City Council Work Session, where it was discussed, along with options for a traditional, non-emergency ordinance. Ultimately, the Council held a first reading of an ordinance on February 17, 2026, but asked staff to bring back both ordinance options for discussion at the March Work Session. After deliberation, the Council asked staff to bring the non-emergency ordinance to the March 17, 2026, City Council meeting for its second reading.

Analysis:

If approved, this ordinance will be added to Chapter 3 of our City Code, as Section 330. As prescribed by the City Charter, this ordinance will be effective 30 days after its publication. The City manager and/or designated staff will ensure employees have adequate training and education to follow any guidelines noted in this ordinance.

Recommendation:

Motion to hold the second reading and adopt Ordinance No. 26-02 "An Ordinance Adding New Language to Chapter 3, Section 330, Relating to Administration and Employee Authority In Immigration Matters."

Attachments:

1. Separation Ordinance

Member _____ moved and Member _____ seconded a motion that the following ordinance, which was given its first reading on February 17, 2026, be given its second reading on this 17th day of March 2026, and that it be adopted.

ORDINANCE NO. 26-02

AN ORDINANCE ADDING NEW LANGUAGE TO CHAPTER 3, SECTION 330, RELATING TO ADMINISTRATION AND EMPLOYEE AUTHORITY IN IMMIGRATION MATTERS

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

- 1) The Robbinsdale City Code Chapter 3 be amended with the following language:

Section 330 – Administration and Employee Authority in Immigration matters

Section 330.01. Purpose and Policy. 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 diverse population with different identities, cultures, experiences, and means and that the use of city property and personnel in federal civil immigration matters threatens to erode the trust this vibrant and diverse community has in the City and its services.

Section 330.03 Definitions. *City Property* means real property owned by the City of Robbinsdale, the Robbinsdale Economic Development Authority, or any other public body established by the City including parks, lots, out lots, buildings, parking lots and parking structures; but not including right-of-way, public streets, and sidewalks. City Property also includes property generally open to the public, and non-public property such as City utilities and spaces designated as employee-only or secured access for entry.

Staging Operations means actions taken to mobilize, prepare, or deploy vehicles, equipment, materials, or personnel for the purpose of enforcing federal immigration law.

Section 330.05 General Services. City employees are to carry out regular duties for the purpose of general services and programs. City employees shall follow general city, state, and federal guidelines to assess eligibility for services. City employees shall only solicit immigration information or inquire about immigration status when specifically required to do so by law or program guidelines as a condition of eligibility for the service sought. City employees may require evidence of a person's identity and may ask to see a person's identifying documents only when specifically authorized and required to do so by the employee's duties. City employees

shall not discriminate against any current or potential service users on the basis of any of the protected categories defined by statute, federal law, or immigration status.

Other than where required by law, City employees, representatives, and contractors shall not use city resources (e.g., facilities, property, moneys, equipment, data, technology, video, computers or personnel) for the purpose of enforcing federal civil immigration laws. Employees shall, when required by law, comply with any properly issued judicial subpoena or other compulsory legal process for the production of documents or witnesses, even if related to immigration issues. Employees shall comply with I-9 audits performed by the federal government.

Other than as required by law, City employees, representatives, and contractors shall not collect, maintain, disclose, or share information regarding an individual's immigration or citizenship status for the purpose of enforcing federal civil immigration laws. No City employee, representative, or contractor shall voluntarily provide personal information, records, or data for civil immigration enforcement purposes unless required by law, court order or judicial warrant.

Where presentation of a Minnesota Driver's license is customarily accepted as adequate evidence of identity, presentation of a photo identity document issued by the person's nation of origin, shall be accepted and shall not subject the person to a higher level of scrutiny or different treatment than if the person had provided a Minnesota driver's license. This paragraph does not apply to I-9 forms.

The city shall provide information and training in new employee training and on-going training regarding expectations set forth in this chapter.

Section 330.07 Access to City Property. No individual or federal, state, or local agency may use or access City Property for the purpose of staging operations, except the use of City Property authorized by a judicial warrant, subpoena or other similar lawful authorization. Federal, state, or local government entities or personnel will not receive special or enhanced access to City Property for operations enforcing federal immigration law.

City employees and representatives do not have the authority to consent to a request to access non-public City Property for the purpose of enforcing federal civil immigration laws, except pursuant to a judicial warrant, court order, or other legal obligation requiring such access.

Section 330.09 Public Safety Services. To the extent permitted by law, in providing public safety services, employees of the police and fire departments, shall:

- a. Not undertake any law enforcement action for the purpose of enforcing immigration laws or verify immigration status.
- b. Not question, arrest, or detain any person for the purpose of enforcing federal immigration laws.

Nothing in this chapter shall prohibit public safety personnel from assisting federal law enforcement officers in the investigation of criminal activity involving individuals present in the United States who may also be in violation of federal civil immigration laws.

Section 330.11 Reporting Requirements.

Subd. 1. Reporting. City employees or City public officials who observe or identify use of City resources for one of the purposes prohibited in Section 3, or who denies a request to use City resources for one of those purposes, must provide a report to the City Manager as soon as

reasonably practicable and in no event later than 5 business days of observing, identifying, or denying City resources, including the following:

1. Date of request for resources were observed or identified as used for a prohibited purpose;
2. The identity of the individual or agency requesting the use of City resources for a prohibited purpose or who was observed or identified as using City resources for a prohibited purpose;
3. A summary description of the City resources requested or used;
4. The prohibited purpose for which City resources were used or for which request for City resources was denied.

Subd. 2. Annual Report. The City Manager shall prepare and make publicly available an annual aggregate report summarizing compliance with this chapter. The report may be presented to the City Council and published in a manner consistent with the City’s usual practices regarding transparent government. and should include, at minimum, a description of:

1. The number of requests received for use of city resources for purposes prohibited by this chapter;
2. The number of requests denied;
3. The number of instances in which prohibited use of City resources was observed or identified;
4. The general types of agencies involved.

The annual report shall not include personally identifiable information. No information that would otherwise required to be reported under this chapter may be reported in a manner that would violate any applicable federal, state, or local law or regulation relating to the data privacy and classification of information, including the Minnesota Government Data Practices Act.

Section 330.13 Compliance with Law. Nothing in this chapter should be construed to violate state or federal law or to prohibit City employees from providing data or services when required by state or federal law.

Section 330.15 Severability. If any section, clause, provision, or portion of this chapter is judged unconstitutional or invalid by a court of competent jurisdiction, that part may be severed and shall not invalidate or affect the enforceability or the remainder of this chapter.

Section 330.17 Reserved.

- 2) The following summary clearly informs the public of the intent and effect of the ordinance and is approved for publication: “The purpose of this ordinance is to amend and update sections of the city code relating to Administration and Employee Authority in Immigration Matters.”
- 3) This Ordinance shall be effective 30 days after its passage and publication as required by the City Charter.

First Reading: YEAS: Blackledge, Greenberg, Parisian, Caceres Aranda, Sutton
NAYS: None

Second Reading: YEAS:
NAYS:

PASSED AND ADOPTED BY THE CITY COUNCIL ON THIS 17th DAY OF MARCH 2026.

Bradley Sutton, Mayor

Attest:

Chase Peterson-Etem, City Clerk



TO: Mayor and City Council
PREPARED BY: Chase Peterson-Etem, Assistant City Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: March 17, 2026
RE: Voucher Requests Pending Approval for Disbursement

Background:

The check register dated 3/17/26 reflects the voucher requests pending approval for disbursement.

The check register dated 3/4/26 through 3/17/26 is a list of vouchers requiring payment for city funds, Deputy Registrar, liquor, and miscellaneous purchases. The payments are required prior to the next Council meeting.

Analysis:

None

Recommendation:

By motion, approve disbursement requests for the period ending 3/17/2026.

Attachments:

None