

Tuesday, February 17, 2026
6:00 P.M., *Prior to the Regular EDA Meeting*

SPECIAL CITY COUNCIL MEETING – AGENDA #8

Si usted necesita esta información en español: 763-424-8000. Yog xav tau kev pab, thov hu rau 763-424-8000 lawv mam li nrhiav ib tus neeg txhais lus rau koj. If you need this information in another language or alternative format, email access@brooklynpark.org or call 763-424-8000.

Our Vision: Brooklyn Park, a thriving community inspiring pride where opportunities exist for all.

I. ORGANIZATIONAL BUSINESS

1. CALL TO ORDER/ROLL CALL

II. General Action Items

- 2.1** First Reading of Ordinances Requiring 30-days Notice to Tenants Prior to Initiating Eviction Actions
 - A.** RESIDENTIAL PRE-EVICTION ORDINANCE
 - B.** RESIDENTIAL PRE-EVICTION EMERGENCY ORDINANCE
 - C.** COMMERCIAL PRE-EVICTION ORDINANCE
 - D.** COMMERCIAL PRE-EVICTION EMERGENCY ORDINANCE
- 2.2** Request by Mayor Winston to Travel to and Attend the Mississippi Rivers and Towns Initiatives 2026 Capitol Meeting Fly-In from March 4-6, 2026

III. ADJOURNMENT

City of Brooklyn Park Request for Council Action

Agenda Item:	2.1	Meeting Date:	February 17, 2026
Agenda Section:	General Action Items	Originating Department:	Community Development
Resolution:	N/A	Prepared By:	Cara Donovan, Senior Planner; Erin McDermott, Senior Planner
Ordinance:	FIRST READING		
Attachments:	4	Presented By:	Cara Donovan, Senior Planner; Erin McDermott, Senior Planner
Item:	First Reading of Ordinances Requiring 30-days Notice to Tenants Prior to Initiating Eviction Actions.		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO WAIVE THE READING AND ADOPT ON FIRST READING AN ORDINANCE AMENDING CHAPTER 117 OF THE BROOKLYN PARK CITY CODE REGARDING RESIDENTIAL TENANT NOTIFICATION 30-DAYS PRIOR TO INITIATING EVICTION ACTION FOR NON-PAYMENT OF RENT OR OTHER FINANCIAL OBLIGATIONS.

MOTION _____, SECOND _____, TO WAIVE THE READING AND ADOPT ON FIRST READING AN EMERGENCY ORDINANCE REGARDING RESIDENTIAL TENANT NOTIFICATION 30-DAYS PRIOR TO INITIATING EVICTION ACTION FOR NON-PAYMENT OF RENT OR OTHER FINANCIAL OBLIGATIONS.

MOTION _____, SECOND _____, TO WAIVE THE READING AND ADOPT ON FIRST READING AN ORDINANCE AMENDING CHAPTER 110 OF THE BROOKLYN PARK CITY CODE REGARDING COMMERCIAL TENANT NOTIFICATION 30-DAYS PRIOR TO INITIATING EVICTION ACTION FOR NON-PAYMENT OF RENT OR OTHER FINANCIAL OBLIGATIONS.

MOTION _____, SECOND _____, TO WAIVE THE READING AND ADOPT ON FIRST READING AN EMERGENCY ORDINANCE REGARDING COMMERCIAL TENANT NOTIFICATION 30-DAYS PRIOR TO INITIATING EVICTION ACTION FOR NON-PAYMENT OF RENT OR OTHER FINANCIAL OBLIGATIONS.

Overview:

Staff are proposing four actions for consideration:

- Residential pre-eviction notification emergency ordinance
- Residential pre-eviction notification ordinance
- Commercial pre-eviction notification emergency ordinance
- Commercial pre-eviction notification ordinance

Residential Pre-Eviction Notification:

Effective Jan. 1, 2024, a new [state law requires](#) (*Minn. Stat. § 504B.321 (2024)*) all landlords in Minnesota to issue a 14-day written notice before filing evictions for non-payment of rent.

The purpose of Brooklyn Park's current Tenant Notification Ordinance is to provide housing stability, protection, and notification to tenants during an ownership transition. The proposed ordinance expands the protections by requiring a 30-day notice to renters before a landlord files for eviction for non-payment of rent or

other financial obligations. Landlords would be required to provide the residential tenant(s) with a pre-eviction notice form prepared by the City 30 days before initiating an eviction action for non-payment of rent or other financial obligations.

Landlords would be required to comply with the Brooklyn Park ordinance and Minnesota State Statute [504B.321](#).

Commercial Pre-Eviction Notification:

At the February 9, 2026 City Council Regular Meeting, it was proposed that these protections be included for commercial tenants in the City of Brooklyn Park. There is currently no notification period required for commercial tenants listed in the Code. The proposed amendment to require notification for commercial tenants is consistent with the notification period of 30 days for residential tenants.

Primary Issues/Alternatives to Consider:

- What ordinances are proposed?

In order to address short-term and long-term protections two ordinances are proposed to address residential and commercial notification. The residential and commercial pre-eviction notification ordinances would be in effect 30 days after adoption.

An emergency ordinance allows for the immediate preservation of the public peace, health, morals, safety, or welfare during an emergency. In order to provide protections for renters during federal immigration enforcement efforts residential and commercial emergency ordinances are provided for consideration. Emergency ordinances only require one reading. If adopted, the emergency ordinances would be in effect immediately upon adoption. Emergency ordinances are automatically repealed thirty (30) days following the date of adoption, shortly after which the residential and commercial pre-eviction notification ordinances would be in effect.

- What are the components of the proposed actions?

Properties Affected	The requirement to deliver a 30-day notice to renters before filing for eviction would be applicable to all rental properties in Brooklyn Park.
Tenant Notification Period	The pre-eviction notice form must be delivered to the tenant at least 30 days before bringing an eviction action.
Notice Requirements	<p>The property management team or landlord would be required to provide a written document entitled “Pre-Eviction Notice” and shall at a minimum include:</p> <ul style="list-style-type: none"> a) The following advisory in English, Hmong, and Spanish: “This is important information about your housing. If you do not understand it, have someone translate it for you now, or request a translation from your landlord.” Upon request, the landlord must provide the entire notice in the required language. b) The name, mailing address, and telephone number of the person authorized to receive rent and fees on behalf of the landlord. c) The total amount of money due and owing to the landlord by the tenant including specific accounting of the money due and owing to the landlord by the tenant, including any past due rents, any late fees, and any other charges. d) State that the landlord may file an eviction case if the tenant fails to pay the total amount due or move out within 30 days from the date the notice was delivered, and such dates must be included in the notice. e) Include the following statement: “If you need legal or financial help you may contact the resources listed in this pre-eviction notice.” f) Provide a description of how to access legal and financial assistance.

	At a minimum, the landlord shall deliver the pre-eviction notice personally or by first-class mail to the address of the housing unit.
Penalty	Failure to comply may result in adverse license actions, the imposition of administrative fines, or other penalties as provided in law.
Tenant Complaints	Tenants may submit a notice of violation to the City to aid the City in determining whether to impose an administrative penalty. The City is not required to take action.

- What are the next steps?

If adopted, staff would send out letters and information to current property owners and property management teams. Staff will work on communication tools for tenants and owners. A sample FAQ packet will be developed by staff. Communication with tenants would be provided through flyers, the city website, handouts at events, and communication in partnership with community organizations.

Budgetary/Fiscal Issues: N/A

No direct budgetary impacts are anticipated, but this ordinance will require some administration activities by staff including eviction monitoring, follow-up on violations, and owner and tenant education about the program.

Attachments:

- 2.1A RESIDENTIAL PRE-EVICTION ORDINANCE
- 2.1B RESIDENTIAL PRE-EVICTION EMERGENCY ORDINANCE
- 2.1C COMMERCIAL PRE-EVICTION ORDINANCE
- 2.1D COMMERCIAL PRE-EVICTION EMERGENCY ORDINANCE

ORDINANCE #2026-

ORDINANCE AMENDING CHAPTER 117 OF THE BROOKLYN PARK CITY CODE
REGARDING RESIDENTIAL TENANT NOTIFICATION 30-DAYS PRIOR TO INITIATING
EVICTION ACTION FOR NON-PAYMENT OF RENT OR OTHER FINANCIAL OBLIGATIONS.

~~Text with strikeout is proposed for deletion.~~

Underlined text is proposed for insertion.

The City of Brooklyn Park does ordain:

Chapter 117, Section 486 of the Brooklyn Park City Code is amended to read as follows:

§ 117.486 TENANT NOTIFICATION.

(A) Purpose. The purpose of this section is to provide housing stability, protection and notification to tenants in rental housing during an ownership transition and non-payment of financial obligations. This section requires notice to tenants and to the city whenever:

- (1) ~~Title to property containing three or more rental housing units is conveyed or otherwise transferred. Under the ordinance the owner would be~~ required to pay resident relocation benefits if they take certain actions during the three-month tenant notification period and the resident needs to move as a result of that action.
- (2) The landlord intends to file for eviction on the basis of either an alleged non-payment of rent or other unpaid financial obligations in violation of the lease. The landlord is required to provide a written pre-eviction notice to the residential tenant specifying the basis for future eviction action at least 30 days prior to filing eviction.

(B) Definitions. For purposes of this section the following definitions shall apply unless the context clearly indicates or requires a different meaning. Defined terms remain defined terms, whether or not capitalized.

CAUSE. The tenant or a member of the tenant's household materially violated a term of the lease or rental agreement, or violated an applicable federal, state, or local law or regulation.

HOUSING BUILDING. A building with three or more rental units.

HOUSING UNIT. A rental unit within a housing building.

MATERIAL CHANGE. A change in the terms of a lease that significantly limits or restricts the tenants' use and enjoyment of a housing unit or the housing building.

TENANT NOTIFICATION PERIOD. The period that commences on the date when a written notice of the transfer of ownership of a housing building is sent to each housing unit tenant pursuant to division (C) of this section and ends on the last day of the third full calendar month following the date on which the notice was sent. In no case shall the tenant notification period be less than 90 days.

(C) Ownership Transition Notice.

(1) Notice to tenants. Whenever title to property containing a housing building is conveyed or otherwise transferred, the new owner must within 30 days after the real estate closing deliver

written notice to each housing unit tenant of the housing building that the property is under new ownership. The notice must include, at a minimum, the following information:

(a) The name, mailing address, and telephone number of the new owner.

(b) The following statement: "Brooklyn Park City Code § 117.486 provides for a three month tenant notification period for housing unit tenants. Under this section, a housing unit tenant may be entitled to relocation assistance from the new owner if, during the three month tenant notification period, the new owner:

1. Terminates or does not renew the tenant's rental agreement without cause;
2. Raises the rent and the tenant terminates his or her rental agreement due to the rent increase;
3. Requires existing tenants to be rescreened or comply with new screening criteria and the owner or tenant terminates the tenant's lease; or
4. Imposes a material change in the terms of the lease and the owner or tenant terminates or does not renew the tenant's lease.

(c) Whether there will be any rent increase within the three month tenant notification period and, if so, the amount of the rent increase and the date the rent increase will take effect.

(d) Whether the new owner will require existing housing unit tenants to be rescreened or comply with new screening criteria during the three month tenant notification period and, if so, a copy of the applicable screening criteria.

(e) Whether the new owner will, without the tenant's consent, impose a material change in the terms of the lease during the three month tenant notification period and, if so, the language of the material change and explanation of its effect.

(f) Whether the new owner will terminate or not renew rental agreements without cause during the three month tenant notification period and, if so, notice to the affected housing unit tenants whose rental agreements will terminate and the date the rental agreements will terminate.

(g) Whether the new owner intends to increase rent, require existing tenants to be rescreened to determine compliance with existing or modified residency screening criteria, terminate or not renew housing unit rental agreements, or impose a material change in the terms of the lease without cause within 30 days immediately following the tenant notification period.

(h) The date that the tenant notification period will expire.

(2) Language requirement. Each notice required by this section shall contain an advisory that reads as follows: "This is important information about your housing. If you do not understand it, have someone translate it for you now, or request a translation from your landlord." This advisory must be stated in the notice in the following languages: English, Hmong, and Spanish. Upon written request by a tenant that identifies the tenant's native language, the owner must provide a written translation of the notice in that language.

(3) Notice to the city. The new owner must deliver a copy of the notice required by division (C)(1) of this section to the City Community Development Department at the same time that the notice is delivered to tenants.

(4) Required tenant notification period. The new owner of a housing building must not terminate or not renew a tenant's rental agreement without cause, raise rent, rescreen existing tenants, or impose a material change to the terms of the lease during the tenant notification period without providing the notices required by division (C) of this section.

(D) Ownership Transition ~~r~~Relocation assistance.

(1) When required. A new owner of a housing building must pay relocation assistance to housing unit tenants if, during the three month tenant notification period, the new owner:

- (a) Terminates or does not renew the tenant's rental agreement without cause;
- (b) Raises the rent and the tenant terminates his or her rental agreement due to the rent increase;
- (c) Requires existing tenants to be rescreened or comply with new screening criteria and the owner or tenant terminates the tenant's lease; or
- (d) Imposes a material change in the terms of the lease and the owner or tenant terminates or does not renew the tenant's lease.

(2) Amount. Relocation assistance is an amount equal to three months of the current monthly lease rent.

(3) When paid. The new owner shall, when required, pay relocation assistance to the tenant of a housing unit within 30 days after receiving tenant's written notice of termination of the lease or within 30 days after the owner notifies the tenant that the lease will be terminated or not renewed.

(E) Ownership Transition ~~t~~Tenant complaints.

- (1) A tenant of a housing unit who believes the new owner has not provided the tenant the notifications required under this section may submit a notice of violation to the city. The purpose of the notice is to inform the city of an alleged violation of this section to assist the city in determining whether to impose an administrative penalty provided for in this section. The city is not required to take any particular action in response to a notice of violation and any enforcement action it does take shall be on behalf of the city, not the tenant. Filing a notice of violation does not prohibit the tenant from pursuing any remedy available to the tenant under law.

(F) Pre-Eviction Filing Notice

- (1) At least 30 days before bringing an eviction action alleging nonpayment of rent or other unpaid financial obligations in violation of the lease, a landlord must provide written pre-eviction notice to the residential tenant specifying the basis for future eviction action. The landlord is required to provide the residential tenant with a pre-eviction notice form prepared by the city. Any pre-eviction notice shall be titled "Pre-eviction notice" and shall at a minimum:
 - a. The following advisory in English, Hmong, and Spanish: "This is important information about your housing. If you do not understand it, have someone translate it for you now, or request a translation from your landlord." Upon request, the landlord must provide the entire notice in the required language.
 - b. The name, mailing address, and telephone number of the person authorized to receive rent and fees on behalf of the landlord.

- c. The total amount of money due and owing to the landlord by the tenant including specific accounting of the money due and owing to the landlord by the tenant, including any past due rents, any late fees, and any other charges
 - d. State that the landlord may file an eviction case if the tenant fails to pay the total amount due or move out within 30 days from the date the notice was delivered, and such dates must be included in the notice.
 - e. Include the following statement: "If you need legal or financial help you may contact the resources listed in this pre-eviction notice."
 - f. Provide a description of how to access legal and financial assistance through information posted on the city's website.
- (2) If the tenant fails to correct the rent delinquency or financial discrepancy within 30 days of the date of the notice, or fails to vacate, the landlord may bring an eviction action under Minn. Stat. § 504B.321, subdivision 1 based on nonpayment of rent.
 - (3) For an expedited eviction action filed pursuant to Minnesota Statutes, section 504B.321, subdivision 2, the landlord shall provide the notice required by Minnesota Statute 504B.171.
 - (4) The landlord shall deliver any notice required by this subsection personally or by first-class mail to the address of the housing unit. Such notice may, in addition to but not in place of personal delivery or delivery by first-class mail, be delivered to any email or other electronic means to the tenant at the tenant's email address or electronic account.
 - (5) In addition to any other remedy available at equity or law, failure to comply with the provisions of this subsection may result in adverse rental license actions, the imposition of administrative fines, or other penalties as provided in law.
 - (6) The parties to a written or oral lease of a housing unit shall not waive or modify the requirements imposed by this subsection. Any such waiver provision that may exist in a lease is not enforceable.

(FG) Penalty.

(1) A violation of divisions (C), ~~and (D)~~, and (F) of this section is an administrative offense that may be subject to an administrative citation and civil penalties as provided in § 117.52. Notwithstanding any provision of § 117.52, the penalty for a violation of divisions (C) and/or (D) shall be the sum of the applicable amount of relocation assistance plus \$500.

(2) A violation of this section shall constitute a separate offense for each dwelling unit affected.

(3) Within 30 days after a person pays the penalty in division (GF)(1) of this section to the city, the city shall pay to the displaced tenant of the housing unit in which the violation occurred an amount equal to the relocation assistance amount specified in division (D) of this section.

ORDINANCE #2026-
EMERGENCY ORDINANCE

AN EMERGENCY ORDINANCE TO REQUIRE RESIDENTIAL TENANT NOTIFICATION 30-DAYS PRIOR TO INITIATING EVICTION ACTION FOR NON-PAYMENT OF RENT OR OTHER FINANCIAL OBLIGATIONS.

The City of Brooklyn Park does ordain:

SECTION 1. PREAMBLE, PURPOSE, AND INTENT

Operation Metro Surge, initiated in December 2025, is a deployment of federal immigration enforcement agents from numerous agencies of the U.S. Department of Homeland Security to the State of Minnesota, including into the City of Brooklyn Park. The operation has created economic hardships in the community. This emergency ordinance is adopted in response to the emergency and in accordance with Section 3.06 of the City Charter to protect the public peace, health, morals, safety and welfare of residents.

SECTION 2. FINDINGS

- 2.01 Operation Metro Surge has resulted in some Brooklyn Park business owners temporarily closing businesses, employees unable to safely work, and residents falling behind on rent.
- 2.02 In recognition of the economic impacts caused by Operation Metro Surge neighboring communities have allocated funding for rental assistance to prevent evictions. The City of Brooklyn Park is considering a similar program. This emergency ordinance is similarly intended to address eviction concerns.

SECTION 3. 30-DAY PRE-EVICTION NOTICE

- 3.01 The purpose of the 30-day pre-eviction notice is to provide stability, protection and notification to renters for non-payment of financial obligations, including rent. Landlords and property management teams are required to provide a written pre-eviction notice to the residential tenant specifying the basis for future eviction action at least 30 days prior to filing eviction on the basis of either an alleged non-payment of rent or other unpaid financial obligations in violation of the lease.
- 3.02 Any pre-eviction notice shall be titled "Pre-eviction notice" and shall at a minimum:
 - 1. The following advisory in English, Hmong, and Spanish: "This is important information about your housing. If you do not understand it, have someone translate it for you now, or request a translation from your landlord." Upon request, the landlord must provide the entire notice in the required language.
 - 2. The name, mailing address, and telephone number of the person authorized to receive rent and fees on behalf of the landlord.

3. The total amount of money due and owing to the landlord by the tenant including specific accounting of the money due and owing to the landlord by the tenant, including any past due rents, any late fees, and any other charges
 4. State that the landlord may file an eviction case if the tenant fails to pay the total amount due or move out within 30 days from the date the notice was delivered, and such dates must be included in the notice.
 5. Include the following statement: "If you need legal or financial help you may contact the resources listed in this pre-eviction notice."
 6. Provide a description of how to access legal and financial assistance through information posted on the city's website.
- 3.03 If the tenant fails to correct the rent delinquency or financial discrepancy within 30 days of the date of the notice, or fails to vacate, the landlord may bring an eviction action under Minn. Stat. § 504B.321. subdivision 1 based on nonpayment of rent.
- 3.04 The landlord shall deliver any notice required by this ordinance personally or by first-class mail to the address of the housing unit. Such notice may, in addition to but not in place of personal delivery or delivery by first-class mail, be delivered to any email or other electronic means to the tenant at the tenant's email address or electronic account.
- 3.05 In addition to any other remedy available at equity or law, failure to comply with the provisions of this ordinance may result in adverse rental license actions, the imposition of administrative fines, or other penalties as provided in law.
- 3.06 The parties to a written or oral lease of a housing unit shall not waive or modify the requirements imposed by this ordinance. Any such waiver provision that may exist in a lease is not enforceable.
- 3.07 For an expedited eviction action filed pursuant to Minnesota Statutes, section 504B.321, subdivision 2, the landlord shall provide the notice required by Section 12-912D(4)(d) at least three days in advance of filing the eviction action.

SECTION 4. PENALTY

- 4.01 In addition to any other remedy available at equity or law, failure to comply with the provisions of this ordinance may result in adverse rental license actions, the imposition of administrative fines, or other penalties as provided in law.

SECTION 5. ENFORCEMENT

- 5.01 This emergency ordinance supersedes inconsistent or conflicting provisions of the City Code and any resolution or ordinance while this emergency ordinance remains in effect. To the extent that this ordinance directly conflicts with County, State or Federal ordinances, they would take precedence.

SECTION 6. EFFECTIVE DATES

- 6.01 This uncodified emergency ordinance adopted pursuant to the Brooklyn Park City Charter Section 3.06, shall take effect when adopted.
- 6.02 Unless reenacted this uncodified emergency ordinance pursuant to the Brooklyn Park City Charter Section 3.06, shall automatically stand repealed as of 30 days following the date of adoption.

ORDINANCE #2026-

ORDINANCE AMENDING CHAPTER 110 OF THE BROOKLYN PARK CITY CODE
REGARDING COMMERCIAL TENANT NOTIFICATION 30-DAYS PRIOR TO INITIATING
EVICTION ACTION FOR NON-PAYMENT OF RENT OR OTHER FINANCIAL OBLIGATIONS.

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The City of Brooklyn Park does ordain:

Section 1. Chapter 110 of the Brooklyn Park City Code is amended by amending the following section:

§ 110.21 COMMERCIAL TENANT NOTIFICATION.

(A) Purpose. The purpose of this section is to provide stability, protection and notification to tenants renting commercial space for non-payment of financial obligations. This section requires notice to tenants and to the city whenever:

(1) The landlord intends to file for eviction on the basis of either an alleged non-payment of rent or other unpaid financial obligations in violation of the lease. The landlord is required to provide a written pre-eviction notice to the residential tenant specifying the basis for future eviction action at least 30 days prior to filing eviction.

(B) Pre-Eviction Filing Notice

(1) At least 30 days before bringing an eviction action alleging nonpayment of rent or other unpaid financial obligations in violation of the lease, a landlord must provide written pre-eviction notice to the commercial tenant specifying the basis for future eviction action. The landlord is required to provide the commercial tenant with a pre-eviction notice form prepared by the city. Any pre-eviction notice shall be titled "Pre-eviction notice" and shall at a minimum:

- a. The following advisory in English, Hmong, and Spanish: "This is important information about your housing. If you do not understand it, have someone translate it for you now, or request a translation from your landlord." Upon request, the landlord must provide the entire notice in the required language.
- b. The name, mailing address, and telephone number of the person authorized to receive rent and fees on behalf of the landlord.
- c. The total amount of money due and owing to the landlord by the tenant including specific accounting of the money due and owing to the landlord by the tenant, including any past due rents, any late fees, and any other charges
- d. State that the landlord may file an eviction case if the tenant fails to pay the total amount due or move out within 30 days from the date the notice was delivered, and such dates must be included in the notice.
- e. Include the following statement: "If you need legal or financial help you may contact the resources listed in this pre-eviction notice."
- f. Provide a description of how to access legal and financial assistance through information posted on the city's website.

- (2) If the tenant fails to correct the rent delinquency or financial discrepancy within 30 days of the date of the notice, or fails to vacate, the landlord may bring an eviction action under Minn. Stat. § 504B.321. subdivision 1 based on nonpayment of rent.
- (3) For an expedited eviction action filed pursuant to Minnesota Statutes, section 504B.321, subdivision 2, the landlord shall provide the notice required by Section 12-912D(4)(d) at least 3 days in advance of filing the eviction action.
- (4) The landlord shall deliver any notice required by this subsection personally or by first-class mail to the address of the commercial unit. Such notice may, in addition to but not in place of personal delivery or delivery by first-class mail, be delivered to any email or other electronic means to the tenant at the tenant's email address or electronic account.
- (5) In addition to any other remedy available at equity or law, failure to comply with the provisions of this subsection may result in adverse rental license actions, the imposition of administrative fines, or other penalties provided in law.
- (6) The parties to a written or oral lease of a commercial unit shall not waive or modify the requirements imposed by this subsection. Any such waiver provision that may exist in a lease is not enforceable.

(C) Penalty.

- (1) A violation of divisions (B) of this section is an administrative offense that may be subject to an administrative citation and civil penalties as established in the fee schedule.
- (2) A violation of this section shall constitute a separate offense for each commercial unit affected.

ORDINANCE #2026-
EMERGENCY ORDINANCE

AN EMERGENCY ORDINANCE TO REQUIRE COMMERCIAL TENANT NOTIFICATION 30-
DAYS PRIOR TO INITIATING EVICTION ACTION FOR NON-PAYMENT OF RENT OR
OTHER FINANCIAL OBLIGATIONS.

The City of Brooklyn Park does ordain:

SECTION 1. PREAMBLE, PURPOSE, AND INTENT

Operation Metro Surge, initiated in December 2025, is an unprecedented deployment of federal immigration enforcement agents from numerous agencies of the U.S. Department of Homeland Security to the State of Minnesota, including into the City of Brooklyn Park. Operation Metro Surge has instilled fear among people living and working in Brooklyn Park. This emergency ordinance is adopted in response to the emergency and in accordance with Section 3.06 of the City Charter to protect the public peace, health, morals, safety and welfare of residents.

SECTION 2. FINDINGS

- 2.01 Fear of federal immigration agents during Operation Metro Surge has resulted in some Brooklyn Park business owners temporarily closing businesses, employees unable to safely work, and residents falling behind on rent.
- 2.02 In recognition of the significant harm caused by Operation Metro Surge neighboring communities have allocated funding for rental assistance to prevent evictions due to Operation Metro Surge. The City of Brooklyn Park is considering a similar program. This emergency ordinance is similarly intended to address eviction concerns.

SECTION 3. 30-DAY PRE-EVICTION NOTICE

- 3.01 The purpose of the 30-day pre-eviction notice is to provide stability, protection and notification to renters for non-payment of financial obligations, including rent. Landlords and property management teams are required to provide a written pre-eviction notice to the commercial tenant specifying the basis for future eviction action at least 30 days prior to filing eviction on the basis of either an alleged non-payment of rent or other unpaid financial obligations in violation of the lease.
- 3.02 Any pre-eviction notice shall be titled "Pre-eviction notice" and shall at a minimum:
 - 1. The following advisory in English, Hmong, and Spanish: "This is important information about your housing. If you do not understand it, have someone translate it for you now, or request a translation from your landlord." Upon request, the landlord must provide the entire notice in the required language.
 - 2. The name, mailing address, and telephone number of the person authorized to receive rent and fees on behalf of the landlord.

3. The total amount of money due and owing to the landlord by the tenant including specific accounting of the money due and owing to the landlord by the tenant, including any past due rents, any late fees, and any other charges
 4. State that the landlord may file an eviction case if the tenant fails to pay the total amount due or move out within 30 days from the date the notice was delivered, and such dates must be included in the notice.
 5. Include the following statement: "If you need legal or financial help you may contact the resources listed in this pre-eviction notice."
 6. Provide a description of how to access legal and financial assistance through information posted on the city's website.
- 3.03 If the tenant fails to correct the rent delinquency or financial discrepancy within 30 days of the date of the notice, or fails to vacate, the landlord may bring an eviction action under Minn. Stat. § 504B.321. subdivision 1 based on nonpayment of rent.
- 3.04 The landlord shall deliver any notice required by this ordinance personally or by first-class mail to the address of the commercial unit. Such notice may, in addition to but not in place of personal delivery or delivery by first-class mail, be delivered to any email or other electronic means to the tenant at the tenant's email address or electronic account.
- 3.05 In addition to any other remedy available at equity or law, failure to comply with the provisions of this ordinance may result in adverse rental license actions, the imposition of administrative fines, or other penalties as provided in law.
- 3.06 The parties to a written or oral lease of a commercial unit shall not waive or modify the requirements imposed by this ordinance. Any such waiver provision that may exist in a lease is not enforceable.
- 3.07 For an expedited eviction action filed pursuant to Minnesota Statutes, section 504B.321, subdivision 2, the landlord shall provide the notice required by Section 12-912D(4)(d) at least three days in advance of filing the eviction action.

SECTION 4. PENALTY

- 4.01 In addition to any other remedy available at equity or law, failure to comply with the provisions of this ordinance may result in the imposition of administrative fines, or other penalties as provided in law.

SECTION 5. ENFORCEMENT

- 5.01 This emergency ordinance supersedes inconsistent or conflicting provisions of the City Code and any resolution or ordinance while this emergency ordinance remains in effect. To the extent that this ordinance directly conflicts with County, State or Federal ordinances, they would take precedence.

SECTION 6. EFFECTIVE DATES

- 6.01 This uncodified emergency ordinance adopted pursuant to the Brooklyn Park City Charter Section 3.06, shall take effect when adopted.
- 6.02 Unless reenacted this uncodified emergency ordinance pursuant to the Brooklyn Park City Charter Section 3.06, shall automatically stand repealed as of 30 days following the date of adoption.

City of Brooklyn Park Request for Council Action

Agenda Item:	2.2	Meeting Date:	February 17, 2026
Agenda Section:	General Action Items	Originating Department:	Administration
Resolution:	N/A	Prepared By:	Jay Stroebel, City Manager
Ordinance:	N/A		
Attachments:	1	Presented By:	Jay Stroebel, City Manager
Item:	Request by Mayor Winston to Travel to and Attend the Mississippi Rivers and Towns Initiatives 2026 Capitol Meeting Fly-In from March 4-6, 2026		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO APPROVE MAYOR WINSTON TO TRAVEL TO AND ATTEND THE MISSISSIPPI RIVERS AND TOWNS INITIATIVES 2026 CAPITOL MEETING FLY-IN IN WASHINGTON D.C. FROM MARCH 4-6, 2026.

Overview:

Mayor Winston has requested to travel to the Mississippi Rivers and Towns Initiatives 2026 Capitol Meeting from March 4-6, 2026 in Washington, D.C.

Approximate costs as of February 12, 2026:

Registration: Free of charge

Airfare and baggage: ~\$550 (Delta)

Hotel: ~\$837

Per Diem: \$92 x 3 = \$276

Per Diem (first day): \$60 x1= \$60

Supplemental Council Pay: \$50 x 3 = \$150

Total: \$1873.00 plus rideshare/taxi costs

These are estimated costs.

This expenditure would be covered under 2026 budgeted resources in the Mayor and Council travel/lodging and conferences/schools expense lines.

Primary Issues/Alternatives to Consider: N/A

Budgetary/Fiscal Issues:

City Travel Policy for Elected Official Travel (Out-of-State Travel):

The Mayor/Mayor Pro Tem and three Council Members (alternating) have the opportunity to travel out-of-state (domestically) one time annually, pending Council's approval. This approach would allow for the Mayor/Mayor Pro Tem to travel up to four times per term and Council Members to travel two times per term. If necessary, and if approved by Council, additional out-of-state travel could be approved for the Mayor/Mayor Pro Tem or Council Members using unused Council travel budget resources or other funding resources (e.g. EDA, Administration budget, etc.) Expenses for out-of-state travel are encouraged to not exceed \$2500.

Prior Travel in 2026:

The Mayor traveled to Washington, D.C. in January 2026, with an expected cost of \$1168.52.

Attachments: N/A