REGULAR CITY COUNCIL MEETING
RICHFIELD MUNICIPAL CENTER, COUNCIL CHAMBERS
JANUARY 10, 2017
7:00 PM

INTRODUCTORY PROCEEDINGS

Call to order
Oath of office of Richfield City Council Member, Pat Elliott.
Oath of office of Richfield City Council Member, Edwina Garcia.
Oath of office of Richfield City Council Member, Maria Regan Gonzalez.

Open forum (15 minutes maximum)

Each speaker is to keep their comment period to three minutes to allow sufficient time for others. Comments are to be an opportunity to address the Council on items not on the agenda. Individuals who wish to address the Council must have registered prior to the meeting.

Pledge of Allegiance

Approval of the minutes of the: (1) Special City Council Worksessions and Special Concurrent City Council and Planning Commission of December 13, 2016; and (2) Regular City Council Meeting of December 13, 2016.

COUNCIL DISCUSSION

1. Hats Off to Hometown Hits

AGENDA APPROVAL

2. Approval of the agenda.

3. Consent Calendar contains several separate items, which are acted upon by the City Council in one motion. Once the Consent Calendar has been approved, the individual items and recommended actions have also been approved. No further Council action on these items is necessary. However, any Council Member may request that an item be removed from the Consent Calendar and placed on the regular agenda for Council discussion and action. All items listed on the Consent Calendar are recommended for approval.

A. Consideration of the approval of a designation of an Acting City Manager for 2017.
   Staff Report No. 1

B. Consideration of the approval of a resolution designating an official newspaper for 2017.
   Staff Report No. 2

C. Consideration of the approval of a resolution authorizing the use of credit cards by City employees otherwise authorized to make purchases on behalf of the City.
   Staff Report No. 3
D. Consideration of the approval of a resolution appointing Gordon Vizecky to the Richfield Tourism Promotion Board to complete a three-year term ending December 31, 2019 or until a successor has been chosen, whichever is later.
   Staff Report No. 4
E. Consideration of the approval of the resolutions designating official depositories for the City of Richfield for 2017, including the approval of collateral.
   Staff Report No. 5
F. Consideration of the approval of a resolution amending the 2016-2017 labor agreement with the Police Supervisors (LELS Local 162).
   Staff Report No. 6
G. Consideration of a resolution authorizing the transfer of unspent proceeds of the City's General Obligation Storm Water Revenue Bonds, Series 2016A.
   Staff Report No. 7

4. Consideration of items, if any, removed from Consent Calendar
   RESOLUTIONS

5. Consideration of the approval of a resolution declaring a vacancy in the Office of Mayor, calling for a special election, and establishing a filing period for nomination petitions.
   Staff Report No. 8

OTHER BUSINESS

   Staff Report No. 9
7. Consideration of designating representatives to serve as the 2017 liaisons to various metropolitan agencies and City commissions.
   Staff Report No. 10
8. Consideration of the City Council's confirmation of the Mayor Pro Tempore's appointment of a Housing and Redevelopment Authority Commissioner.
   Staff Report No. 11

CITY MANAGER’S REPORT

9. City Manager's Report
   * Discussion regarding a citizen HRA appointment.

CLAIMS AND PAYROLLS

10. Claims and Payrolls

Open forum (15 minutes maximum)

Each speaker is to keep their comment period to three minutes to allow sufficient time for others. Comments are to be an opportunity to address the Council on items not on the agenda. Individuals who wish to address the Council must have registered prior to the meeting.

11. Adjournment

Auxiliary aids for individuals with disabilities are available upon request. Requests must be made at least 96 hours in advance to the City Clerk at 612-861-9738.
CALL TO ORDER

The worksession was called to order by Mayor Goettel at 5:45 p.m. in the Bartholomew Room.

Council Members Present: Debbie Goettel, Mayor; Michael Howard (arrived 6:00pm); Edwina Garcia; Tom Fitzhenry; and Pat Elliott

Planning Commission Members Present: Sean Hayford Oleary; Erin Vrieze Daniels, Chair; Rick Jabs; Daniel Kitzberger; and Susan Rosenberg

Planning Commission Members Absent: Gordon Vizecky; and Charles Standfuss

Staff Present: Steven L. Devich, City Manager; John Stark, Community Development Director; Jack Broz, Transportation Engineer; Kristin Asher, Public Works Director; Kari Sinning, Deputy City Clerk.

Mayor Goettel asked that agenda items be moved in order to accommodate Council Member Howard.

ITEM #1  DISCUSSION REGARDING THE IMPLEMENTATION OF INTERNATIONAL BOULEVARD (COUNCIL MEMO NO. 81)

Community Development Director, John Stark gave a brief overview of Council Memo No. 81 stating the residents that would be affected by the name change.

City Manager, Steve Devich, shared information about the implementation of the renaming of 76th/77th Street to International Boulevard. There is a time constraint with the Audi Dealership that is being built along the road and we need to get the City of Edina involved. The financial funding is underway and the Cities would have to pay for their own signage; approximately $80,000 for the City of Edina and $51,000 for the City of Richfield.

Mayor Goettel questioned the timing for the next budget session. City Manager Devich stated that there would be plenty of time to implement.
City Manager Devich also stated that the signage can coincide with the underpass and the federal funding from the Met Council in January 2017; however, the construction may not start until Early 2018.

The consensus was favorable and the City Council urges the City to take the lead on implementing the plan.

| ITEM #2 | DISCUSSION AND PRESENTATION REGARDING 6529 PENN AVENUE (DUNKIN DONUTS) |

Community Development Director, John Stark, stated that he was approached by the owners of 6529 Penn Avenue to develop a Dunkin Donuts on the location. The Penn Avenue Overlay Design Guidelines which are very descriptive pose a complication to the project and City Staff wanted to get the opinion of the City Council for this proposed reconstruction.

Rick Houser, owner of the 6529 Penn Avenue, introduced the site plan; however, the site plans do not meet all of the guidelines. Mayor Goettel posed questions regarding parking and access ways and the Staff Concern. Community Development Director, John Stark, stated the issues with the proposed plan; the high volume of traffic in the drive-thru and the façade should face the street instead of the in the parking lot. Staff believes that the guidelines could be followed more closely if the Flowerama were to be demolished; however, the owners do not believe that would be financially feasible.

Council Member Fitzhenry also commented on the traffic that would be caused by the vehicles waiting at the drive-thru.

Council Member Elliott recognizes City Staff concerns for the guidelines and approves of the concept, but worries about the guidelines and urges the owners to work more to find a workable design. Council Member Elliott also posed a question regarding the possible tenant in the old Flowerama building. The owner, Rick Houser, stated that they have gotten numerous tenants approach them; however, have not made any decisions. Mr. Houser also stated that they have created multiple designs to try and meet the guidelines of the Penn Avenue Design, but with their shallow lot, they do not believe it would be financially feasible to have the perfect design.

Planning Commissioners, Erin Vrieze Daniels, Chair, and Sean Hayford Oleary, established concerns about the noise level of the vehicles at the drive thru as well as the vehicle exhaust affecting the apartment building behind the proposed site. A representative from Dunkin’ Donuts stated that there is a case study done for a drive thru speaker technology in a suburb of Chicago that shows promising results for noise cancellation in the drive thru and that a drive thru is required for this location.

Council Member Howard would like to see if there are some compromises could be made to move forward and making progress on Penn Avenue.

Planning Commissioner, Susan Rosenberg, would really like to see the project happen but the layout presented is not beneficial to the residents.

The general consensus from the Planning Commission and the City Council was for the site plan to be redrawn with street presence and noise/exhaust as the major concerns.
Mayor Goettel introduced Kristin Asher, Public Works Director, who announced Rebecca Fabumi and Christina Morrison, Representatives from Metro Transit that provided a presentation regarding the Orange Line Bus Rapid Transit.

The representatives reiterated the fact that safety is a very important issue that they will be taking steps to ensure the safety of the riders and drivers alike.

Mayor Goettel raised a question regarding riders parking in the neighborhoods and walking to the bus stops. Mrs. Morrison stated that they will urge residents to use the park and rides at Southdale Center and Best Buy Corporate as well as to use multimodal transportation.

The City Council is excited for the project and is hopeful for the end result.

ADJOURNMENT

The worksessions were adjourned by unanimous consent at 6:55 p.m.

Date Approved: January 10, 2017

___________________________
Michael Howard
Mayor Pro Tempore

___________________________
Kari Sinning
Deputy City Clerk

___________________________
Steven L. Devich
City Manager
CALL TO ORDER

The meeting was called to order by Mayor Goettel at 7:01 p.m. in the Council Chambers.

Council Members Present: Debbie Goettel, Mayor; Michael Howard; Edwina Garcia; Pat Elliott; and Tom Fitzhenry.

Staff Present: Steven L. Devich, City Manager; John Stark, Community Development Director; Jay Henthorne, Public Safety Director/Police Chief; Kristin Asher, Public Works Director; James Topitzhofer, Recreation Services Director; Pam Dmytrenko, Assistant City Manager/HR Manager; Mary Tietjen, City Attorney; and Kari Sinning, Deputy City Clerk.

OPEN FORUM

Mary Barnes, 7544 Bryant Ave, discussed Mayor Goettel's new position as Hennepin County Commissioner and stated her opinions.

Allyson Holberg, 6837 James Ave, expressed her support in agenda item #33.

Kim Houle, 7001 15th Ave, also expressed her support of agenda item #33.

Maria Regan Gonzalez, 7227 11th Ave, spoke on behalf of herself and those that were not able to be at the council meeting to support agenda item #33.

PLEDGE OF ALLEGIANCE

Council Member Fitzhenry introduced Deb Vangl, Commander of the VFW Post 5555, who presented the American Flag for the Pledge of Allegiance. Council Member Fitzhenry also led the Pledge of Allegiance.

APPROVAL OF MINUTES

M/Fitzhenry, S/Elliott to approve the minutes of (1) Special Concurrent City Council and Planning Commission Worksession of November 15, 2016; (2) Special City Council Worksession
of November 15, 2016; (3) Regular City Council Meeting of November 15, 2016; and (4) Special City Council Meeting of December 6, 2016.

Motion carried 5-0.

<table>
<thead>
<tr>
<th>Item #1</th>
<th>PRESENTATION BY VFW REPRESENTATIVES OF PATRIOT’S PEN AWARD</th>
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<tbody>
<tr>
<td></td>
<td>VFW representatives presented the awards.</td>
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<tr>
<th>Item #2</th>
<th>RICHFIELD FOUNDATION AWARDING OF GRANTS</th>
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<tr>
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<td>Richfield Foundation representatives presented the grants.</td>
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<tr>
<th>Item #3</th>
<th>ANNUAL MEETING WITH THE TRANSPORTATION COMMISSION</th>
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<td></td>
<td>Transportation Commission Chair, Ted Weidenbach, presented the City Council with an overview of the commission’s accomplishments over the past year; including: Northwest Bikeways, 70th Street Bikeways, 77th Street Underpass, Bus Routes on 66th Street, and 69th Street Pedestrian Pilot Project. Numerous open houses were held to get the community involved in the projects in the City.</td>
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<td>Council Member Howard commended the commission upon their outreach to the community.</td>
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<th>Item #4</th>
<th>COUNCIL DISCUSSION</th>
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<td></td>
<td>• Schedule Commission Interviews Date(s)</td>
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<td>• City Manager’s Statement of Appreciation</td>
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<td>• Hats Off to Hometown Hits</td>
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|         | The City Council stated that the commission interview date will be January 21st, 2017. |
|         | City Manager Devich expressed his gratitude towards Council Member Fitzhenry and Mayor Goettel as it is their last City Council meeting. |
|         | Mayor Goettel presented Council Member Fitzhenry with a plaque in appreciation of his outstanding contribution and dedication in his term as a City Council Member Ward 3. Council Member Fitzhenry gave a brief overview of a few highlights of his term. Mayor Goettel also presented Council Member Fitzhenry with a gold star for his perfect attendance. Council Member Howard, Council Member Garcia, and Council Member Elliott also gave their farewell to Council Member Fitzhenry. |
|         | Council Member Howard presented Mayor Goettel with a plaque in appreciation of her outstanding contribution and dedication in her term as Mayor. Mayor Goettel offers her support of Richfield regardless of her leaving this position and thanked the residents for the opportunity to serve for the City of Richfield. Council Member Fitzhenry, Council Member Garcia, and Council Member Elliott shared their appreciation for Mayor Goettel. |
Council Member Fitzhenry gave information about the NOC meeting with the MAC Planning Commission that he attended. He also offered residents to attend Reach Across America at Fort Snelling on Saturday December 17th.

Council Member Howard urged community members to apply for the city commissions.

Council Member Elliott made reference of the Richfield Grants that were given tonight which shows what this community is about.

Council Member Garcia introduced Jim Topitzhofer, Recreation Services Director, who stated that the City is holding a Holiday Light contest along with other events for the Holidays. Council Member Garcia also introduced, Karen Shragg, from the Woodlake Nature Center to promote a New Year’s Eve celebration: Candlelight and Ice. Council Member Garcia expressed her appreciation for the City Staff at Woodlake Nature Center and the events that they hold for the community.

Mayor Goettel reminded the residents to be mindful of snow emergencies. City Manager Devich also wanted to remind residents that they may need to continually move their vehicles if the snow continues to fall.

**Item #5  COUNCIL APPROVAL OF AGENDA**

M/Garcia, S/Howard to approve the agenda.

Motion carried 5-0.

**Item #6  CONSENT CALENDAR**

A. Consideration of the approval of a resolution certifying deferral of special assessments for certain eligible homeowners. S.R. No. 208

RESOLUTION NO. 11290

RESOLUTION APPROVING ELIGIBLE DEFERRAL OF SPECIAL ASSESSMENTS AGAINST OWNER OCCUPIED HOMESTEAD PROPERTIES IN HARDSHIP CASES FOR QUALIFYING OWNERS

This resolution appears as Resolution No. 11290.

B. Consideration of approval of the renewal of the contract with the MN Internet Crimes Against Children (ICAC) through May 31, 2019 to receive federal grant funding for Public Safety/Police. S.R. No. 209

RESOLUTION NO. 11291

RESOLUTION APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENTS WITH THE CITY OF RICHFIELD ON BEHALF OF ITS POLICE DEPARTMENT REGARDING THE MINNESOTA...
INTERNET CRIMES AGAINST CHILDREN TASK FORCE (ICAC)

This resolution appears as Resolution No. 11291.

C. Consideration of the approval of a resolution allowing the acceptance of monetary support solicited for the Public Safety/Police Department in support of Safety Day, Nite to Unite, Heroes and Helpers, CERT, Unity in the Community, and Equipment. S.R. No. 210

RESOLUTION NO. 11292

RESOLUTION AUTHORIZING RICHFIELD PUBLIC SAFETY/POLICE DEPARTMENT TO ACCEPT DONATIONS FROM THE LISTED AGENCIES, BUSINESSES AND PRIVATE INDIVIDUALS FOR DESIGNATED USES

This resolution appears as Resolution No. 11292.

D. Consideration of the approval of a resolution receiving a preliminary report for the 2017 Alley Paving project and scheduling a public hearing for January 24, 2017. S.R. No. 211

RESOLUTION NO. 11293

RESOLUTION RECEIVING PRELIMINARY REPORT AND SCHEDULING A PUBLIC HEARING ON PROPOSED 2017 ALLEY PAVING PROJECT

This resolution appears as Resolution No. 11293.

E. Consideration of a resolution authorizing a Source Water Protection Grant Agreement between the City of Richfield and the Minnesota Department of Health (MDH). S.R. No. 212

RESOLUTION NO. 11294

AUTHORIZING THE CITY OF RICHFIELD TO ENTER INTO A SOURCE WATER PROTECTION GRANT AGREEMENT WITH THE MINNESOTA DEPARTMENT OF HEALTH FOR $10,000 TO BE USED FOR IDENTIFYING AND SEALING WELLS

This resolution appears as Resolution No. 11294.

F. Consideration of the approval to authorize staff to hire SRF Consulting Group to help the City prepare the 2018 Comprehensive Plan update. S.R. No. 213

G. Consideration of the approval of a resolution amending the 2016-2017 labor agreement with the Police Officers & Detectives (LELS Local 123). S.R. No. 214

RESOLUTION NO. 11295

DESIGNATING CITY’S CONTRIBUTION TOWARDS HEALTH AND DENTAL INSURANCE PREMIUMS FOR EMPLOYEES COVERED BY THE LAW ENFORCEMENT LABOR SERVICES (LELS),
LOCAL 123 BARGAINING UNIT FOR THE YEAR 2017

This resolution appears as Resolution No. 11295.

H. Consideration of the approval of a second reading of an ordinance authorizing the conveyance of property owned by the City of Richfield to the Richfield Housing and Redevelopment Authority. S.R. No. 215

BILL NO. 2016 – 21

AN ORDINANCE AUTHORIZING THE CONVEYANCE OF A PROPERTY OWNED BY THE CITY

This constitutes the second reading of Bill No. 2016-21, authorizing the conveyance of a property owned by the city, that it be published in the official newspaper and that it be made of these minutes.

I. Consideration of the approval of the renewal of the 2017 licenses for On-Sale 3.2 Percent Malt Liquor, Off Sale 3.2 Percent Malt Liquor and taxi companies doing business in Richfield. S.R. No. 216

<table>
<thead>
<tr>
<th>Licenses to Operate in Richfield</th>
<th>Licenses to sell 3.2 Percent Malt Liquor</th>
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<tbody>
<tr>
<td>Gold Star Taxi - 10 vehicles</td>
<td>Portland Food Mart - Off-Sale</td>
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<tr>
<td>Airport Taxi - 6 vehicles</td>
<td>Rainbow Foods - Off-Sale</td>
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<td>Richfield Minnoco (Gas station 67th&amp; Penn) - Off-Sale</td>
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<td>Short Stop Supperette - Off-Sale</td>
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<td></td>
<td>SuperAmerica #4186 - Off-Sale</td>
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<td>SuperAmerica #4188 - Off-Sale</td>
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<td>SuperAmerica #4191 - Off-Sale</td>
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<td></td>
<td>SuperAmerica #4615 - Off-Sale</td>
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<td></td>
<td>Target Corporation - Off-Sale</td>
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<td></td>
<td>Sandy’s Tavern - On-Sale</td>
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<td></td>
<td>Vina Restaurant - On-Sale</td>
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M/Goettel, S/Fitzhenry to approve the Consent Calendar.

Motion carried 5-0.

<table>
<thead>
<tr>
<th>Item #7</th>
<th>CONSIDERATION OF ITEMS, IF ANY, REMOVED FROM THE CONSENT CALENDAR</th>
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<tr>
<td>None.</td>
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<tr>
<th>Items #8 &amp; 9</th>
<th>PUBLIC HEARINGS REGARDING THE 2017 PAWNBROKER AND SECONDHAND GOODS DEALER LICENSE RENEWALS:</th>
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<td>8. JEWELRY AND METRO PAWN AND GUN, INC., 7529 LYNDALE AVENUE SOUTH (S.R. NO. 217)</td>
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<td>9. UNIVERSITY CASH COMPANY, LLC D/B/A AVI’S PAWN, 6414 NICOLLET AVENUE SOUTH (S.R. NO. 218)</td>
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</table>
Council Member Fitzhenry presented Staff Report Nos. 217 and 218.

Andy Strauss, Avi’s Pawn, was available to answer questions.

Mark Nichols, Metro Pawn, was available to answer questions.

M/Elliott, S/Howard to close public hearing.

Motion carried 5-0.

M/Fitzhenry, S/Goettel to approve the renewal of the following 2017 Pawnbroker and Secondhand Goods Dealer Licenses:

- Metro Pawn & Gun, Inc., 7529 Lyndale Avenue;
- University Cash Company, LLC d/b/a Avi’s Pawn and Jewelry, 6414 Nicollet Avenue.

Motion carried 5-0.

<table>
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<tr>
<th>Items #10 &amp; 11</th>
<th>PUBLIC HEARINGS REGARDING THE 2017 CLUB ON-SALE INTOXICATING AND SUNDAY LIQUOR LICENSE RENEWALS:</th>
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<td>10. FRED BABCOCK V.F.W. POST NO. 5555 D/B/A FOUR NICKELS FOOD AND DRINK, 6715 LAKESHORE DRIVE (S.R. NO. 219)</td>
</tr>
<tr>
<td></td>
<td>11. MINNEAPOLIS-RICHLAND AMERICAN LEGION POST NO. 435, 6501 PORTLAND AVE SOUTH (S.R. NO. 220)</td>
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Council Member Howard presented Staff Reports Nos. 219 and 220.

M/Howard, S/Elliott to close public hearing.

Motion carried 5-0.

M/Howard, S/Goettel to approve the renewal of the following 2017 club on-sale intoxicating and Sunday liquor licenses:

- Fred Babcock V.F.W. Post No. 5555 d/b/a Four Nickels Food and Drink, 6715 Lakeshore Drive;
- Minneapolis-Richfield American Legion Post 435, 6501 Portland Avenue.

Motion carried 5-0.

<table>
<thead>
<tr>
<th>Items #12 – 20</th>
<th>PUBLIC HEARINGS REGARDING 2017 ON-SALE WINE AND 3.2 PERCENT MALT LIQUOR LICENSE RENEWALS FOR:</th>
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<tr>
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<td>12. CHIPOTLE MEXICAN GRILL OF COLORADO, LLC D/B/A CHIPOTLE MEXICAN GRILL, 7644 LYNDALE AVENUE SOUTH (S.R. NO. 221)</td>
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<td>13. DAVANNI’S, INC. D/B/A DAVANNI’S PIZZA &amp; HOT HOAGIES, 6345 PENN AVENUE SOUTH (S.R. NO. 222)</td>
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<td>14. JOY’S PATTAYA THAI RESTAURANT, LLC D/B/A JOY’S PATTAYA THAI RESTAURANT, 7545 LYNDALE AVENUE SOUTH (S.R. NO. 223)</td>
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<tr>
<td></td>
<td>15. MINNESOTA JUNIOR HOCKEY GROUP, LLC D/B/A MINNESOTA MAGICIANS LOCATED IN THE RICHFIELD ICE ARENA, 636 EAST 66TH STREET (S.R. NO. 224)</td>
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<td>16. MY BURGER OPERATIONS, LLC, D/B/A MY BURGER, 6555 LYNDALE AVENUE (S.R. NO. 225)</td>
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AVENUE SOUTH (S.R. NO. 225)
17. THE NOODLE SHOP CO. COLORADO, INC. D/B/A NOODLES & COMPANY, 1732 66TH STREET (S.R. NO. 226)
18. THE NOODLE SHOP CO. COLORADO, INC. D/B/A NOODLES & COMPANY, 7630 LYNDALE AVE (S.R. NO. 227)
19. PATRICK’S FRENCH BAKERY, INC. D/B/A PATRICK’S BAKERY & CAFÉ, 2928 66TH STREET WEST (S.R. NO. 228)
20. HENRY THOU D/B/A RED PEPPER CHINESE RESTAURANT, 2910 66TH STREET WEST (S.R. NO. 229)

Council Member Elliott presented Staff Report Nos. 221 through 229.

M/Fitzhenry, S/Elliott to close the public hearing.

Motion carried 5-0.

M/Elliott, S/Goettel to approve the renewal of the following 2017 on-sale wine and 3.2 percent malt liquor licenses:

- Chipotle Mexican Grill of Colorado, LLC d/b/a Chipotle Mexican Grill, 7644 Lyndale Avenue
- Davanni’s, Inc. d/b/a Davanni’s Pizza & Hot Hoagies, 6345 Penn Avenue
- Joy’s Pattaya Thai Restaurant, LLC d/b/a Joy’s Pattaya Thai Restaurant, 7545 Lyndale Avenue
- Minnesota Junior Hockey Group, LLC d/b/a Minnesota Magicians located in the Richfield Ice Arena, 636 East 66th Street
- My Burger Operations, LLC, d/b/a My Burger, 6555 Lyndale Avenue
- The Noodle Shop Co. Colorado, Inc. d/b/a Noodles & Company, 1732 66th Street
- The Noodle Shop Co. Colorado, Inc. d/b/a Noodles & Company, 7630 Lyndale Ave
- Patrick’s French Bakery, Inc. d/b/a Patrick’s Bakery & Café, 2928 66th Street West
- Henry Thou d/b/a Red Pepper Chinese Restaurant, 2910 66th Street West

Motion carried 5-0.

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<tr>
<th>Items #21 – 29</th>
<th>PUBLIC HEARINGS REGARDING 2017 ON-SALE INTOXICATING AND SUNDAY LIQUOR LICENSE RENEWALS FOR:</th>
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<tbody>
<tr>
<td>21. FRENCHMAN’S PUB, INC. D/B/A FRENCHMAN’S, 1400 66TH STREET EAST (S.R. NO. 230)</td>
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<tr>
<td>22. EL TEJABAN MEXICAN RESTAURANT, LLC D/B/A EL TEJABAN MEXICAN GRILL, 6519 NICOLLET AVENUE SOUTH (S.R. NO. 231)</td>
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<td>23. THOMPSON’S FIRESIDE PIZZA, INC. D/B/A FIRESIDE FOUNDRY, 6736 PENN AVENUE SOUTH (S.R. NO. 232)</td>
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<tr>
<td>24. GM RICHFIELD, LLC D/B/A FOUR POINTS BY SHERATON MINNEAPOLIS AIRPORT, 7745 LYNDALE AVENUE SOUTH (S.R. NO. 233)</td>
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<td>25. VPC RICHFIELD PIZZA, LLC D/B/A GIORDANO’S OF RICHFIELD, 3000 66TH STREET WEST (S.R. NO. 234)</td>
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<tr>
<td>26. WILTSHIRE RESTAURANTS, LLC D/B/A HOULIHAN’S RESTAURANT &amp; BAR, 6601 LYNDALE AVENUE SOUTH (S.R. NO. 235)</td>
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</table>
27. PAISAN, INC. D/B/A KHAN’S MONGOLIAN BARBEQUE, 500 78TH STREET EAST (S.R. NO. 236)
28. LYN 65, LLC D/B/A LYN 65 KITCHEN & BAR, 6439 LYNDALE AVENUE SOUTH (S.R. NO. 237)
29. PIZZA LUCE VII, INC. D/B/A PIZZA LUCE, 800 66TH STREET WEST (S.R. NO. 238)

Council Member Garcia presented Staff Report Nos. 230 through 238.

Miguel Hernandez, son of the owners of El Tejaban Restaurant on behalf of his parents wanted to express gratitude toward the City Council.

M/Garcia, S/Elliott to close the public hearing.

Motion carried 5-0.

M/Garcia, S/Elliott to approve the renewal of the following 2017 on-sale intoxicating and Sunday liquor licenses:

- Frenchman’s Pub, Inc. d/b/a Frenchman’s, 1400 66th Street East
- El Tejaban Mexican Restaurant, LLC d/b/a El Tejaban Mexican Grill, 6519 Nicollet Ave
- Thompson’s Fireside Pizza, Inc. d/b/a Fireside Foundry, 6736 Penn Avenue South
- GM Richfield, LLC d/b/a Four Points by Sheraton Minneapolis Airport, 7745 Lyndale Avenue South
- VPC Richfield Pizza, LLC d/b/a Giordano’s of Richfield, 3000 66th Street West
- Wiltshire Restaurants, LLC d/b/a Houlihan’s Restaurant & Bar, 6601 Lyndale Avenue
- Paisan, Inc. d/b/a Khan’s Mongolian Barbeque, 500 78th Street East
- Lyn 65, LLC d/b/a Lyn 65 Kitchen & Bar, 6439 Lyndale Avenue
- Pizza Luce VII, Inc. d/b/a Pizza Luce, 800 66th Street West

Motion carried 5-0.

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<tr>
<th>Item #30</th>
<th>CONDUCT AND CLOSE A PUBLIC HEARING RELATED TO A SECOND READING OF AN ORDINANCE AMENDMENT TO RICHFIELD CITY CODE APPENDIX D (FEE SCHEDULE). APPROVE THE ATTACHED ORDINANCE AMENDMENT AND A RESOLUTION AUTHORIZING SUMMARY PUBLICATION (S.R. NO. 239)</th>
</tr>
</thead>
</table>

Mayor Goettel presented Staff Report No. 239.

M/Goettel, S/Howard to close the public hearing.

Motion carried 5-0.

M/Goettel, S/Fitzhenry to approve an ordinance amendment to Richfield City Code Appendix D (Fee Schedule); and approve the attached resolution authorizing summary publication of an ordinance amending Richfield City Code Appendix D (Fee Schedule).

BILL NO. 2016-22
TRANSITORY ORDINANCE NO. 19.02

AN ORDINANCE AMENDING APPENDIX D TO THE RICHFIELD CITY CODE; ESTABLISHING A FEE SCHEDULE FOR CERTAIN PERMITS AND APPLICATIONS

This constitutes the second reading of Bill No. 2016-22, amending Appendix D to the Richfield City Code and establishing a fee schedule for certain permits and applications, that a summary publication be published in the official newspaper and that it be made part of these minutes.

Resolution No. 11296

APPROVING SUMMARY PUBLICATION OF AN ORDINANCE AMENDING APPENDIX D OF THE RICHFIELD CITY CODE (FEE SCHEDULE)

This resolution appears as Resolution No. 11296.

<table>
<thead>
<tr>
<th>Item #31</th>
<th>PUBLIC HEARING AND CONSIDERATION OF THE SECOND READING OF A TRANSITORY ORDINANCE AUTHORIZING THE CONVERSION OF THE EXISTING R-22 DIRECT REFRIGERATION SYSTEM AT THE RICHFIELD ICE ARENA (S.R. NO. 240)</th>
</tr>
</thead>
</table>

Council Member Fitzhenry presented Staff Report No. 240.

Recreation Services Director, Jim Topitzhofer gave more information regarding the conversion of the existing R-22 direct refrigeration system.

Council Member Elliott commended the Mr. Topitzhofer and the City Staff for the long term planning.

M/Goettel, S/Fitzhenry to close the public hearing.

Motion carried 5-0.

M/Fitzhenry, S/Howard to approve the second reading of a transitory ordinance authorizing the conversion of the existing R-22 direct refrigeration system at the Richfield Ice Arena and approve resolution for summary publication of the transitory ordinance.

BILL NO. 2016-23
TRANSITORY ORDINANCE NO. 19.03

APPROVING A CAPITAL IMPROVEMENT PROJECT FOR THE CONVERSION OF THE EXISTING R-22 DIRECT REFRIGERATION SYSTEM AT THE RICHFIELD ICE ARENA PURSUANT TO THE RICHFIELD CITY CHARTER SECTION 8.04

This constitutes the second reading of Bill No. 2016-23, approve the second reading of a transitory ordinance authorizing the conversion of the existing R-22 direct refrigeration system at the Richfield Ice Arena, that a summary publication be published in the official newspaper and that it be made part of these minutes.
RESOLUTION NO. 11297

APPROVING SUMMARY PUBLICATION OF A TRANSITORY ORDINANCE APPROVING A CAPITAL IMPROVEMENT PROJECT FOR THE CONVERSION OF THE EXISTING R-22 DIRECT REFRIGERATION SYSTEM AT THE RICHFIELD ICE ARENA, PURSUANT TO RICHFIELD CITY CHARTER SECTION 8.04

This resolution appears as Resolution No. 11297.

<table>
<thead>
<tr>
<th>Item #32</th>
<th>DISCIPLINARY HEARING AND CONSIDERATION OF A RESOLUTION REGARDING CIVIL ENFORCEMENT FOR ESTABLISHMENTS THAT RECENTLY UNDERWENT ALCOHOL COMPLIANCE CHECKS CONDUCTED BY RICHFIELD PUBLIC SAFETY STAFF, AND FAILED BY SELLING ALCOHOL TO UNDERAGE YOUTH (S.R. NO. 241)</th>
</tr>
</thead>
</table>

Council Member Fitzhenry presented Staff Report No. 241.

Darin Perry, area manager of both Noodles & Company locations, thanked the City Council for renewing their licenses and stated that only managers are now allowed to sell alcohol.

Mayor Goettel stated that we need to help children to stay out of trouble and that the City takes this very seriously and that she understands that Mr. Perry has the same values. Mayor Goettel appreciated that Mr. Perry stated his plans for the future of the establishments.

Police Chief Henthorne stated that they will work with the establishments to ensure that incidents like this do not happen again with the compliance checks.

M/Fitzhenry, S/Howard to approve the attached resolutions regarding civil enforcement for The Noodle Shop, Co. - Colorado, Inc. d/b/a Noodles & Company, located at 7630 Lyndale Avenue South and The Noodle Shop, Co. - Colorado, Inc. d/b/a Noodles and Company, located at 1732 East 66th Street.

RESOLUTION NO. 11298

RESOLUTION SUSPENDING THE LIQUOR LICENSE FOR THE NOODLE SHOP, CO. – COLORADO, INC. D/B/A NOODLES & COMPANY, 7630 LYNDALE AVENUE SOUTH, AND IMPOSING A CIVIL PENALTY FOR FIRST TIME ALCOHOL COMPLIANCE FAILURE

This resolution appears as Resolution No. 11298.

RESOLUTION NO. 11299

RESOLUTION SUSPENDING THE LIQUOR LICENSE FOR THE NOODLE SHOP, CO. – COLORADO, INC. D/B/A NOODLES & COMPANY, 1732 EAST 66TH STREET, AND IMPOSING A CIVIL PENALTY FOR FIRST TIME ALCOHOL COMPLIANCE FAILURE
This resolution appears as Resolution No. 11299.

Motion carried 5-0.

<table>
<thead>
<tr>
<th>Item #33</th>
<th>CONSIDERATION OF ADOPTING THE RESOLUTION SUPPORTING RICHHFIELD AS A SAFE, WELCOMING, EQUITABLE, AND INCLUSIVE COMMUNITY (S.R. NO. 242)</th>
</tr>
</thead>
</table>

Council Member Howard presented Staff Report No. 242 and asked that the City Council all read a portion of the resolution.

Mayor Goettel thanked the City Staff for their help on this resolution and who embraced this idea to make our community feel loved and welcomed.

Council Member Garcia shared that we are a nation of immigrants and will we continue to stick together in the future no matter what is thrown at us.

Council Member Elliott stated that this resolution is indicative of the type of City that Richfield is and he hopes that this will spread to other counties and states which will make inclusion an automatic instead of having to declare it.

Council Member Fitzhenry shared that Richfield has always been an inclusive city and this resolution reiterates that fact.

Council Member Howard thanked the Mayor, Council, City Staff and everyone in the community and he is excited to continue this work.

M/Howard, S/Goettel to adopt the resolution supporting Richfield as a safe, welcoming, equitable, and inclusive community.

RESOLUTION NO. 11300

A RESOLUTION SUPPORTING RICHHFIELD AS A SAFE, WELCOMING, EQUITABLE, AND INCLUSIVE COMMUNITY

This resolution appears as Resolution No. 11300.

Council Member Garcia asked the City Council to call for a roll call vote.

Motion carried 5-0.

<table>
<thead>
<tr>
<th>Item #34</th>
<th>CONSIDERATION OF A RESOLUTION SUPPORTING ALTERNATE BUS ROUTES PROPOSED BY METRO TRANSIT ALONG RESIDENTIAL STREETS DURING 66TH STREET RECONSTRUCTION, AS RECOMMENDED BY THE TRANSPORTATION COMMISSION. (S.R. NO. 243)</th>
</tr>
</thead>
</table>

Mayor Goettel presented Staff Report No. 243.

Transportation Engineer, Jack Broz presented a slideshow regarding the bus routes during the 66th Street reconstruction.
M/Goettel, S/Fitzhenry to approve a resolution supporting Metro Transit's 66th Street Alternate Bus Routes for the 2017 and 2018 construction years.

RESOLUTION NO. 11301
RESOLUTION SUPPORTING 66TH STREET ALTERNATE BUS ROUTE PLAN

This resolution appears as Resolution No. 11301.

Motion carried 5-0.

| Item #35 | CONSIDERATION OF RESOLUTIONS APPROVING THE 2016 REVISED/2017 PROPOSED BUDGET AND TAX LEVY AND RELATED RESOLUTIONS (S.R. NO. 244) |

Mayor Goettel presented Staff Report No. 244.

City Manager Devich explained that there has been a reduction in the tax levy by a half of a percent to 3.62%. Mr. Devich gave the City Council an option to view the same slideshow given at the Truth-in-Taxation or to approve the resolutions as follows without viewing the slideshow again.

Mayor Goettel commends the City Staff on the long term planning.

M/Goettel, S/Fitzhenry to adopt the resolutions approving the 2016 Revised/2017 Proposed budget and tax levy and related resolutions.

RESOLUTION NO. 11302
RESOLUTION ADOPTING A PROPOSED BUDGET AND TAX LEVY FOR THE YEAR 2017

This resolution appears as Resolution No. 11302.

RESOLUTION NO. 11303
RESOLUTION AUTHORIZING BUDGET REVISIONS

This resolution appears as Resolution No. 11303.

RESOLUTION NO. 11304
RESOLUTION AUTHORIZING REVISION OF 2016 BUDGET OF VARIOUS DEPARTMENTS

This resolution appears as Resolution No. 11304.

RESOLUTION NO. 11305
RESOLUTION AUTHORIZING ADJUSTMENT TO CITY'S MILEAGE REIMBURSEMENT RATE TO CONFORM TO INTERNAL REVENUE SERVICE STATUTORY MILEAGE REIMBURSEMENT RATE
This resolution appears as Resolution No. 11305.

RESOLUTION NO. 11306

RESOLUTION ADOPTING THE 2017 CAPITAL IMPROVEMENT BUDGET

This resolution appears as Resolution No. 11306.

RESOLUTION NO. 11307

RESOLUTION ADOPTING THE 2018-2021 CAPITAL IMPROVEMENT PROGRAM

This resolution appears as Resolution No. 11307.

RESOLUTION NO. 11308

RESOLUTION RELATING TO PURCHASING PRACTICES IN THE CITY OF RICHFIELD AMENDING RESOLUTION NO. 11157

This resolution appears as Resolution No. 11308.

RESOLUTION NO. 11309

RESOLUTION ESTABLISHING WASTEWATER SERVICE RATES AND CHARGES, WATER RATES AND CHARGES, SPECIAL WATER SERVICE CHARGES, STORM SEWER RATES AND CHARGES, STREET LIGHT RATES AND CHARGES, AND 6.5% PENALTY ON PAST DUE ACCOUNTS

This resolution appears as Resolution No. 11309.

RESOLUTION NO. 11310

RESOLUTION ESTABLISHING A PUBLIC WORKS ON-CALL COMPENSATION POLICY

This resolution appears as Resolution No. 11310.

RESOLUTION NO. 11311

RESOLUTION ESTABLISHING 2017 LICENSE, PERMIT AND MISCELLANEOUS FEES PURSUANT TO THE PROVISIONS OF APPENDIX D OF THE ORDINANCE CODE OF THE CITY OF RICHFIELD RESCINDING RESOLUTION NO. 11165

This resolution appears as Resolution No. 11311.

RESOLUTION NO. 11312

RESOLUTION APPROVING THE PUBLIC PURPOSE EXPENDITURES POLICY FOR FISCAL YEAR 2017

This resolution appears as Resolution No. 11312.
RESOLUTION NO. 11313

RESOLUTION REESTABLISHING A CAR ALLOWANCE REIMBURSEMENT POLICY

This resolution appears as Resolution No. 11313.

RESOLUTION NO. 11314

RESOLUTION RELATING TO THE 2017 GENERAL SERVICES SALARY COMPENSATION PLAN

This resolution appears as Resolution No. 11314.

RESOLUTION NO. 11315

RESOLUTION RELATING TO THE 2017 MANAGEMENT SALARY COMPENSATION PLAN

This resolution appears as Resolution No. 11315.

RESOLUTION NO. 11316

RESOLUTION RELATING TO THE 2017 SPECIALIZED PAY PLAN

This resolution appears as Resolution No. 11316.

Motion carried 5-0.

| Item #36 | CONSIDERATION OF THE DESIGNATION OF A MAYOR PRO TEMPORE FOR 2017 (S.R. NO. 245) |

Mayor Goettel presented Staff Report No. 245.

M/Goettel, S/Garcia to designate Michael Howard of a Mayor Pro Tempore for 2017.

| Item #37 | CITY MANAGER’S REPORT |

None.

| Item #38 | CLAIMS AND PAYROLLS |

M/Garcia, S/Fitzhenry that the following claims and payrolls be approved:

<table>
<thead>
<tr>
<th>U.S. Bank</th>
<th>12/13/16</th>
</tr>
</thead>
<tbody>
<tr>
<td>A/P Checks: 255010 - 255468</td>
<td>$2,147,649.74</td>
</tr>
<tr>
<td>Payroll: 123844 – 124158, 42536 – 42702</td>
<td>$609,935.84</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$2,757,585.58</td>
</tr>
</tbody>
</table>
Motion carried 5-0.

OPEN FORUM

None.

**Item #39 ADJOURNMENT**

The City Council Meeting was adjourned by unanimous consent at 9:37 p.m.

Date Approved: January 10, 2017

Michael Howard
Mayor Pro Tempore

Kari Sinning
Deputy City Clerk

Steven L. Devich
City Manager
ITEM FOR COUNCIL CONSIDERATION:
Consideration of the approval of a designation of an Acting City Manager for 2017.

EXECUTIVE SUMMARY:
It is necessary to designate a person to serve as the Acting City Manager for those times when the City Manager is absent from the City. In 2016, the City Manager designated the Assistant City Manager or an available Department Director as Acting City Manager.

RECOMMENDED ACTION:
By Motion: Direct the City Manager to designate the Assistant City Manager or an available Department Director as Acting City Manager for 2017 in the event the City Manager is absent from the City.

BASIS OF RECOMMENDATION:

A. HISTORICAL CONTEXT
   This information is contained in the Executive Summary.

B. POLICIES (resolutions, ordinances, regulations, statutes, etc):
   - Past practice has been for the City Council to designate an Acting City Manager for times when the City Manager is absent from the City.
   - This designation should be made at the first meeting in January of each year.

C. CRITICAL TIMING ISSUES:
   It is necessary to designate a person to serve as Acting City Manager to ensure continuation of City operations during an absence of the City Manager.

D. FINANCIAL IMPACT:
   This designation is at no additional cost to the City.

E. LEGAL CONSIDERATION:
   None.

ALTERNATIVE RECOMMENDATION(S):
The City Council could defer this designation to a future City Council meeting.

**PRINCIPAL PARTIES EXPECTED AT MEETING:**
N/A
ITEM FOR COUNCIL CONSIDERATION:
Consideration of the approval of a resolution designating an official newspaper for 2017.

EXECUTIVE SUMMARY:
The Charter of the City of Richfield requires in Section 13.01 that the City Council annually designate an official newspaper for the City.

The Sun-Current has served as the official paper for the City for many years and has proven to be a reliable and professional publication that is delivered to nearly all residences in the City. The Sun-Current has expressed an interest in continuing to serve as the official newspaper of the City.

RECOMMENDED ACTION:
By Motion: Approve a resolution designating the Richfield Sun-Current as the official newspaper for the City of Richfield for 2017.

BASIS OF RECOMMENDATION:

A. HISTORICAL CONTEXT
   This information is contained in the Executive Summary.

B. POLICIES (resolutions, ordinances, regulations, statutes, etc):
   This information is contained in the Executive Summary.

C. CRITICAL TIMING ISSUES:
   The City Council typically considers the designation of an official newspaper at the first meeting in January of each year.

D. FINANCIAL IMPACT:
   The 2017 price quote from the Sun-Current for the publication of legal notices is reasonable and less than 1/4 the cost of publishing in the Star Tribune.

E. LEGAL CONSIDERATION:
   A newspaper must be designated each year by the City for publication of all official and legal City business.
ALTERNATIVE RECOMMENDATION(S):
The City Council could choose to postpone designation of an official newspaper to a future meeting and request the City Clerk's office to gather quotes from other newspapers.

PRINCIPAL PARTIES EXPECTED AT MEETING:
None.

ATTACHMENTS:

<table>
<thead>
<tr>
<th>Description</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resolution</td>
<td>Resolution Letter</td>
</tr>
<tr>
<td>2017 Sun Current Quote</td>
<td>Backup Material</td>
</tr>
<tr>
<td>2017 Star Tribune</td>
<td>Backup Material</td>
</tr>
</tbody>
</table>
RESOLUTION NO.

RESOLUTION DESIGNATING AN OFFICIAL NEWSPAPER FOR 2017

WHEREAS, the Charter of the City of Richfield requires in Section 13.01 thereof that the City Council annually designate an official newspaper for the City.

NOW, THEREFORE, BE IT RESOLVED that the Richfield Sun-Current is designated the official legal newspaper for the City of Richfield for 2017 for all publications required to be published therein.

Adopted by the City Council of the City of Richfield, Minnesota this 10th day of January, 2017.

______________________________________________________________
Michael Howard, Mayor Pro Tempore

ATTEST:

______________________________________________________________
Elizabeth VanHoose, City Clerk
December 2016

City of Richfield
City Council
6700 Portland Avenue
Richfield, MN 55423-2599

Dear City Council Members:

Please accept the following bid from the Richfield Sun-Current for legal newspaper designation for the City of Richfield. This newspaper is qualified by the State of Minnesota as a legal newspaper under Minnesota Statutes Section 331A.02, Subd. 1.

The following rate structure for legals is effective January 1, 2017:

- First insertion: $11.75 per column inch
- Subsequent insertions: $6.50 per column inch
- Characters per inch: 320
- Lines per inch: 9

A notarized affidavit will be provided for each notice published. Additional affidavits are $2.50 each. A $20.00 charge will be assessed on legal notices that require typing. All published legal notices are posted on the Sun-Current website at no additional charge.

The Sun-Current is published weekly on Thursdays. The deadline is 2:00 p.m. on Thursday for publication the following Thursday. Please email legal notices to publicnotice@ecm-inc.com.

Thank you for considering the Sun-Current as the official newspaper for the City of Richfield for the upcoming year. We appreciate the opportunity to serve the needs of your community.

Sincerely,

Michael Jetchick
Sales Manager
Hi Kari,
Thanks very much for contacting us. We’d love to help out the city of Richfield with your legal notices. Below are the answers to your questions. Please let me know if there’s any other information you need.

1) Starting January 1 of next year - what is your rate per line?

Legal notices in the Star Tribune cost $5.60 per line for each day published.

2) How many lines per inch?

11.33 lines fit into 1 inch of height space.

3) How many approximate characters per line, including spaces and punctuation?

Each line holds approximately 32 characters (including spaces and punctuation).

4) What is the column width?

Our columns are 1.63 inches wide.

We publish legal notices every day and the deadline is 6:00 pm approximately 2 days prior to your desired publication date. Official notarized affidavits are provided after the complete publication schedule is complete.

Thanks very much!

-  
Brian Foley  
Star Tribune  
Advertising Call Center  
612-673-7000  
placeads@startribune.com  
650 3rd Ave S, suite 1300 | Minneapolis, MN | 55488
ITEM FOR COUNCIL CONSIDERATION:
Consideration of the approval of a resolution authorizing the use of credit cards by City employees otherwise authorized to make purchases on behalf of the City.

EXECUTIVE SUMMARY:
In accordance with Minnesota Statutes, the City of Richfield must authorize the use of credit cards by any City employee authorized to make purchases on behalf of the City.

In addition, in today’s business environment, most retail businesses, will no longer allow the City to purchase on account and will only accept a City check or a City credit card. Finally, the use of a City credit card provides efficiency and flexibility for employees to purchase goods and services on behalf of the City.

RECOMMENDED ACTION:
By Motion: Adopt the attached resolution authorizing the use of City credit cards by City employees otherwise authorized to make purchases on behalf of the City.

BASIS OF RECOMMENDATION:

A. HISTORICAL CONTEXT
The following are the current credit/purchasing cards in use by City employees:
- Four VISA credit cards issued through the Richfield Bloomington Credit Union in the name of the City. The cardholders are the following:
  - City Manager
  - Community Development Director
  - Recreation Services Director
  - Wood Lake Nature Center Manager
- The City participates in Purchasing Card program as offered through US Bank. The program is designed to make the purchasing/procurement process for low dollar valued items more efficient. The intent is to save time and paperwork by reducing the need for purchase orders, petty cash, check requests and employee reimbursements.
- The City Purchasing card program began in 2010 on a limited basis and has expanded since that time. The program will allow controls to be put in place to limit monthly and single purchase amounts.
Finally, a City Purchasing Card Policy has been established which is consistent with the City’s Purchasing Policy and Minnesota Statutes. The US Bank Purchasing Card Program. The following twenty seven purchasing cards will be issued to the following:

- Building Services Employees (3) – three cards.
- Utility Department Employees (1) – one card.
- Information Technology Employees (4) – four cards.
- Assistant City Manager (1) – one card.
- Finance Manager (1) – one card.
- City Clerk (1) – one card.
- Recreation Service Employees (4) – four cards.
- Public Safety Employees (6) – six cards.
- Fire Chief (1) – one card.
- Communications Coordinator (1) – one card.
- Public Works Employees (3) – three cards.
- Community Development Accountant (1) – one card.

B. POLICIES (resolutions, ordinances, regulations, statutes, etc):

- In accordance with Minnesota Statutes Section 471.382, the City of Richfield must authorize the use of credit cards by any City employee otherwise authorized to make a purchase on behalf of the City.
- Further, if a City employee makes or directs a purchase by credit card that is not approved by the City Council, the employee could be personally liable for the amount of the purchase.
- A purchase by credit card must otherwise comply with all statutes, rules, and City policies applicable to City purchases.
- Finally, the City’s auditors recommend that the City authorize the use of credit cards by City employees on an annual basis.

C. CRITICAL TIMING ISSUES:

None.

D. FINANCIAL IMPACT:

The holders of City credit cards are responsible for reviewing and approving all purchases entered into with the credit card.

E. LEGAL CONSIDERATION:

The City is required by Minnesota Statute 471.382 to authorize the use of credit cards by City employees otherwise authorized to make purchases on behalf of the City.

ALTERNATIVE RECOMMENDATION(S):

The City Council could decide to not authorize the use of credit cards by City employees. However, most retail businesses in today’s environment will no longer allow the City to purchase on account and will only accept a City check or a City credit card. The use of City credit cards by employees provides efficiency and flexibility for employees to purchase goods and services on behalf of the City.

PRINCIPAL PARTIES EXPECTED AT MEETING:

None.

ATTACHMENTS:

<table>
<thead>
<tr>
<th>Description</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>Credit Card Authorization Resolution</td>
<td>Resolution Letter</td>
</tr>
</tbody>
</table>
RESOLUTION NO.

RESOLUTION AUTHORIZING THE USE OF CREDIT CARDS BY CITY EMPLOYEES OTHERWISE AUTHORIZED TO MAKE PURCHASES ON BEHALF OF THE CITY OF RICHFIELD FOR THE YEAR 2017

BE IT RESOLVED, by the City Council of the City of Richfield as follows:

That, in accordance with Minnesota Statutes, Section 471.382, the City Council of the City of Richfield may authorize the use of a credit card by City employees otherwise authorized to make a purchase on behalf of the City.

The authorization is subject to modification and revocation at any time by said City Council, of the City of Richfield, and subject to the following terms and conditions:

If a City employee makes or directs a purchase by credit card that is not approved by the City Council, the employee can be personally liable for the amount of purchase.

The purchases by credit card must comply with all statutes, rules and City of Richfield policies applicable to City purchases.

BE IT FURTHER RESOLVED, that designated City staff is hereby authorized to use the following City credit cards to make purchases on behalf of the City of Richfield:

- Four VISA credit cards issued through the Richfield Bloomington Credit Union in the name of the City. The cardholders are the following:
  - City Manager
  - Community Development Director
  - Recreation Services Director
  - Wood Lake Nature Center Manager

- Twenty seven US Bank Purchasing cards. The cardholders will be the following:
  - Building Services Employees (3) – three cards.
  - Utility Department Employees (1) – one card.
  - Information Technology Employees (4) – four cards.
  - Assistant City Manager (1) – one card.
  - Finance Manager (1) – one card.
  - City Clerk (1) – one card
  - Recreation Services Employees (4) – four cards.
  - Public Safety Employees (6) – six cards.
  - Fire Chief (1) – one card.
  - Communications Coordinator (1) – one card.
  - Public Works Employees (3) – three cards.
  - Community Development Accountant (1) – one card.

Passed by the City Council of the City of Richfield, Minnesota this 10th day of January, 2017.

Michael Howard, Mayor Pro Tempore

ATTEST:

Elizabeth VanHoose, City Clerk
ITEM FOR COUNCIL CONSIDERATION:
Consideration of the approval of a resolution appointing Gordon Vizecky to the Richfield Tourism Promotion Board to complete a three-year term ending December 31, 2019 or until a successor has been chosen, whichever is later.

EXECUTIVE SUMMARY:
On June 25, 1990 the City Council approved an ordinance to levy a 3% tax on gross receipts of lodging from Richfield Hotels and Motels pursuant to Minnesota Statutes. The establishment of the Richfield Tourism Promotion Board, Inc. (RTPB) and the appointment of directors was also a part of the resolution. Currently, there are five director positions on the RTPB. The term of each appointment is for three years.

The current appointments to the RTPB and the ending dates of their terms are as follows:

1. Vacant, representing the Richfield Chamber of Commerce.
5. Vacant, General Manager of Motel 6.

Pat Brekken has been the Chamber of Commerce representative to the RTPB for the past several years. In the fall of 2016, Mr. Brekken resigned his appointment and a vacancy was created. Gordon Vizecky was selected by the Richfield Chamber of Commerce to replace Mr. Brekken on the RTPB. Mr. Vizecky is a current board member of the Chamber of Commerce and is a long standing corporate employee of the Richfield based Best Buy Corporation. He brings a great deal of corporate and community experience to the RTPB.

RECOMMENDED ACTION:
By motion: Adopt the resolution appointing Gordon Vizecky to the Richfield Tourism Promotion Board, Inc. to complete a three-year term ending December 31, 2019 or until a successor has been chosen, whichever is later.

BASIS OF RECOMMENDATION:
A. HISTORICAL CONTEXT
   - This information is contained in the Executive Summary.

B. POLICIES (resolutions, ordinances, regulations, statutes, etc):
   - The City Council has the authority to make appointments to the RTPB.
   - The RTPB has typically included a representative from each of the hotel properties and a member of the Richfield Chamber of Commerce.

C. CRITICAL TIMING ISSUES:
   - The Chamber of Commerce position on the RTPB is now vacant so the appointment of a new Chamber of Commerce Representative should be made as soon as possible.

D. FINANCIAL IMPACT:
   - There is no cost to the City.

E. LEGAL CONSIDERATION:
   - The appointment conforms to City ordinance and bylaws of the RTPB.

ALTERNATIVE RECOMMENDATION(S):
   - The City Council could decide not to make this appointment to the RTPB.
   - The City Council could choose to review this matter at a future date.

PRINCIPAL PARTIES EXPECTED AT MEETING:
   None.

ATTACHMENTS:

<table>
<thead>
<tr>
<th>Description</th>
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</tr>
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<tbody>
<tr>
<td>Resolution</td>
<td>Resolution Letter</td>
</tr>
<tr>
<td>Nomination Letter</td>
<td>Backup Material</td>
</tr>
</tbody>
</table>
RESOLUTION NO. ______

RESOLUTION APPOINTING A REPRESENTATIVE
TO THE BOARD OF DIRECTORS OF
THE RICHFIELD TOURISM PROMOTION BOARD, INC.

WHEREAS, the City of Richfield has levied a 3% tax on the gross receipts of lodging from hotels and motels in the City pursuant to Minnesota Statute Section 169.190; and

WHEREAS, Minnesota Statute Section 169.190 authorizes the proceeds of the tax to fund a Tourism Promotion Board for the purpose of marketing and promoting the City as a tourist or convention center; and

WHEREAS, the articles and bylaws of the Richfield Tourism Promotion Board, Inc. provide the City Council of the City of Richfield appoint five (5) directors to the Board representing the Richfield hotel-motel properties and the Richfield Chamber of Commerce; and

WHEREAS, each director shall serve as a director until his or her successor has been appointed and has qualified, or until his or her earlier disqualification, death, resignation, or removal; and

WHEREAS, the term of the following Richfield Chamber of Commerce representative position has been vacant and a new Chamber member has been nominated for appointment to the Richfield Tourism Promotion Board:

- **Gordon Vizecky**, Richfield Chamber of Commerce

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Richfield, Minnesota, that the Richfield Tourism Promotion Board directors be modified as follows:

Appoint the following hotel representative to the Richfield Tourism Promotion Board to a three-year term ending December 31, 2019:

- **Gordon Vizecky**, Richfield Chamber of Commerce

Adopted by the City Council of the City of Richfield, Minnesota this 10th day of January, 2017.

______________________________
Michael Howard, Mayor Pro Tempore

ATTEST:

______________________________
Elizabeth VanHoose, City Clerk
December 21, 2016

Mr. Steve Devich  
City Manager  
City of Richfield  
6700 Portland Avenue South  
Richfield, MN 55423

Dear Mr. Devich:

The Board of Directors for the Richfield Chamber of Commerce met for its December monthly board meeting today. As part of its official business, the board discussed nomination of the Chamber representative for the Richfield Tourism Promotion Board (RTPB). We are pleased to inform you that the board has selected Gordon Vizecky as its nominee for the position.

We understand that the process for consideration requires presentation of the nomination to the Richfield City Council and subsequent action for approval. Gordon Vizecky is currently a board member of the Richfield Chamber of Commerce. He brings a wide variety of corporate and community experience to the Chamber, and would bring such experience and expertise to the RTPB, as well. Gordon’s primary role is serving as the Senior Business and Legal Affairs for Mobile Communications and Computing at Best Buy Corporate, where he has worked as legal counsel since 1999. Gordon graduated from William Mitchell College of Law after receiving his Bachelor’s degree from the University of South Dakota. He has also been an active member of the City of Richfield’s Planning Commission since 2009.

Thank you. Please contact me at 612.866.5100 if you have any questions regarding the nomination or this letter.

Sincerely,

Lori Nelson  
President

Cc: Gordon Vizecky, Adam Selby

6625 Lyndale Ave. S., Suite #440/ Richfield, MN 55423/ Ph.: 612.866.5100/ www.richfieldmncchamber.org
ITEM FOR COUNCIL CONSIDERATION:
Consideration of the approval of the resolutions designating official depositories for the City of Richfield for 2017, including the approval of collateral.

EXECUTIVE SUMMARY:
In compliance with Minnesota statutes, the City of Richfield must designate on an annual basis those financial institutions it does business with. U.S. Bank acts as the banking institution in the City’s banking arrangement with the 4M Fund. The following resolutions for the City Council’s consideration will designate U.S Bank/4M Fund as a depository of City funds, and designate certain savings and loan associations, banks, credit unions and certain financial institutions as depositories for the investment of City funds.

RECOMMENDED ACTION:
By Motion: Adopt the attached resolutions designating official depositories, with the understanding that the City could not invest in any of the depositories beyond the level of insurance coverage or the pledged collateral.

BASIS OF RECOMMENDATION:

A. HISTORICAL CONTEXT
None.

B. POLICIES (resolutions, ordinances, regulations, statutes, etc):
- In accordance with Minnesota Statutes Section 118A.01 - 118A.06, the City of Richfield must designate financial institutions annually. The institutions must pledge the collateral over and above the amount of federal insurance, as public depositories.
- U.S. Bank acts as the banking institution in the City’s banking arrangement with the 4M Fund. Monies received, checks written by the City, flow through U.S. Bank, however, at the end of each business day, any proceeds remaining in City U.S. Bank accounts are swept to the 4M Fund to be invested. Therefore, at the end of the business day the City accounts are zero, which means the collateral requirements of Minnesota Statutes Section 118A.03 are not required. Accordingly, U.S. Bank has met all other statutory requirements and should be considered as a depository for the City’s Deputy Registrar, payroll and vendor accounts and all savings deposits.
• The City must also designate annually, certain savings and loan associations, banks, and credit unions as official depositories for deposit and investment of certain City funds. With approval of these official depositories, the City will be able to deposit and invest funds in these institutions, not exceeding the federal insurance of $250,000.
• Finally, a designation must be made for certain financial institutions as depositories for the investment of City funds for 2017. These institutions, such as investment brokerage firms, offer government securities in the manner required by law. These financial institutions include U.S. Bank Institutional Sales, RBC Capital Markets, Wells Fargo Institutional Brokerage & Sales, Raymond James & Associates, Inc., Northland Securities, Oppenheimer & Co., and the 4M Fund.

C. CRITICAL TIMING ISSUES:
None.

D. FINANCIAL IMPACT:
None.

E. LEGAL CONSIDERATION:
The City is required by Minnesota Statute 118A.01 - 118A.06, to designate as a depository of funds, insured banks or thrift institutions. Any collateral so deposited is accompanied by an assignment pledged to the City in the amount specified in the attached resolutions.

ALTERNATIVE RECOMMENDATION(S):
The City Council could solicit other financial institutions for official depositories, but past relationships with the depositories recommended have proven satisfactory for the City.

PRINCIPAL PARTIES EXPECTED AT MEETING:
None.

ATTACHMENTS:

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<tbody>
<tr>
<td>Designation of Certain Financial Institutions for Investment of City Funds</td>
<td>Resolution Letter</td>
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<tr>
<td>Designating Certain S&amp;L’s, Banks, &amp; Credit Unions as Depositories</td>
<td>Resolution Letter</td>
</tr>
<tr>
<td>Designating US Bank as a Depository</td>
<td>Resolution Letter</td>
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</tbody>
</table>
RESOLUTION NO.

RESOLUTION DESIGNATING CERTAIN FINANCIAL INSTITUTIONS AS DEPOSITORIES FOR THE INVESTMENT OF CITY OF RICHFIELD FUNDS IN 2017

WHEREAS, the City of Richfield has money which is available for investment, and

WHEREAS, different financial institutions offer different rates of return on investments, and

WHEREAS, the City of Richfield shall purchase U. S. Treasury Bills, U. S. Treasury Notes and other such government securities in the manner required by law from the institution offering the highest rate to the City of Richfield providing greater flexibility in the investment program and maximize interest income thereon.

NOW, THEREFORE, BE IT RESOLVED, by the City of Richfield, Minnesota, in accordance with Minnesota Statutes, Sections 118A.01 – 118A.06, as follows:

1. It is hereby found and determined that it is in the best interest of the proper management of City of Richfield funds that certain financial institutions be designated as additional depositories for City of Richfield funds for 2017.

2. The following financial institutions designated as depositories for the City of Richfield funds:
   - RBC Capital Markets
   - Wells Fargo Institutional Brokerage & Sales
   - Northland Securities, Inc.
   - Oppenheimer & Co.
   - Raymond James & Assoc.
   - 4M Fund
   - U.S. Bank Institutional Sales

3. The Treasurer and Finance Manager are hereby authorized to deposit the City of Richfield funds in any or all of the depositories herein designated. Such deposits may be made and withdrawn from time to time by the Treasurer or Finance Manager’s judgment and as the interest of the City of Richfield dictates.

4. The investment of funds and the reporting thereof pursuant to this resolution shall be conducted in accordance with established policies regarding the investment of these funds.

Adopted by the City Council of the City of Richfield, Minnesota this 10th day of January, 2017.

Michael Howard, Mayor Pro Tempore

ATTEST:

Elizabeth VanHoose, City Clerk
RESOLUTION NO.

RESOLUTION DESIGNATING CERTAIN SAVING AND LOAN ASSOCIATIONS, BANKS AND CREDIT UNIONS AS DEPOSITORIES FOR THE DEPOSIT AND INVESTMENT OF CITY FUNDS IN 2017

BE IT RESOLVED, by the City Council of City of Richfield, Minnesota

WHEREAS, pursuant to Minnesota Statutes, Sections 118A.01 – 118A.06, municipal funds may be deposited in any Savings and Loan Association, Bank or Credit Union which has its deposits insured by the Federal Deposit Insurance Corporation (FDIC) or the National Credit Union Administration (NCUA), and

WHEREAS, the amount of said deposits may not exceed the FDIC/NCUA insurance covering such deposits which insurance amount is presently $250,000, and

WHEREAS, the deposit of City funds in Savings and Loan Associations and Banks would provide greater flexibility in the City’s investment program and maximize interest income thereon, and

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Richfield, Minnesota, as follows:

1. It is hereby found and determined that it is in the best interest of the proper management of City funds that various banks be designated as additional depositories for City funds for 2017.

2. It is further found and determined that the purpose of such depository designation is to facilitate the proper and advantageous deposit and investment of City funds and that such designation is not exclusive nor does it preclude the deposit of any City funds in other officially designated depositories of the City.

3. The Treasurer and Finance Manager are hereby authorized to deposit City funds in various depositories up to the amount of $250,000, or such other amount as may be subsequently permitted by law, such deposits to be in the form of demand accounts, payable to the City of Richfield on the signatures of the City Treasurer or Finance Manager. Such deposits may be made and withdrawn from time to time by the Treasurer or Finance Manager as his best judgment and the interests of the City dictates.

4. The investment of funds and the reporting thereof pursuant to this resolution shall be conducted in accordance with established policies of the City regarding the investment of City funds.

Adopted by the City Council of the City of Richfield, Minnesota this 10th day of January, 2017.

ATTEST:

Michael Howard, Mayor Pro Tempore

Elizabeth VanHoose, City Clerk
RESOLUTION NO.

RESOLUTION DESIGNATING U.S. BANK
A DEPOSITORY OF FUNDS OF THE CITY OF RICHFIELD
FOR THE YEAR 2017

BE IT RESOLVED, by the City Council of the City of Richfield as follows:

That, in accordance with Minnesota Statutes, Section 118A.01-118A.06, U.S. Bank be, and hereby is designated a depository of the funds of the City of Richfield, subject to modification and revocation at any time by said City, and subject to the following terms and conditions:

The said depository shall not be required to give bonds or other securities for such deposits provided that the total sum thereof shall not at any time exceed in any depository the sums for which its deposits are insured under the Acts of Congress of the United States relating to insurance of bank deposits; but that in case such deposits in any such depository shall at any time exceed such insured sum, said depository shall immediately furnish bonds or other security for such excess according to law, approved by the City Council of said City.

That said depository shall pay on demand all deposits therein; and shall pay all time deposits, at or after the end of the period for which the same shall be deposited, on demand.

BE IT FURTHER RESOLVED, that there shall be maintained a general account in which shall be deposited all monies from the water, sewer, storm sewer, liquor, swimming pool/ice arena, deputy register fees, City permits and other deposits not otherwise specifically provided for. The following officers or their facsimile signatures shall sign checks on this account:

STEVEN L. DEVICH, CITY MANAGER
CHRIS REGIS, FINANCE MANAGER

BE IT FURTHER RESOLVED, that all funds remaining in the account at the end of each business day will be transferred from U.S. Bank to the 4M Fund where funds deposited are invested and insured.

Passed by the City Council of the City of Richfield, Minnesota this 10th day of January, 2017.

Michael Howard, Mayor Pro Tempore

ATTEST:

Elizabeth VanHoose, City Clerk
ITEM FOR COUNCIL CONSIDERATION:
Consideration of the approval of a resolution amending the 2016-2017 labor agreement with the Police Supervisors (LELS Local 162).

EXECUTIVE SUMMARY:
City staff has successfully completed labor negotiations with the Police Supervisors (LELS Local 162), which currently has a 2-year agreement (2016-2017). Under the terms and conditions of the contract, insurance was to be reopened for 2017.

Subject to Council approval, the tentatively approved settlement with the Union provides health insurance benefits identical to those being provided to non-represented City employees, resulting in no change to the Employer contributions to monthly medical coverage. Specifically, the provisions provide a maximum of full coverage for Employee-only coverage, $1,135 per month for Employee plus spouse or Employee plus child(ren) coverage, and $1,215 per month for Employee plus family coverage.

Additionally, the proposal increases the Employer contribution towards dental insurance to a maximum of $59.25 per month for Employee single dental coverage.

RECOMMENDED ACTION:
By motion: Approve a resolution designating the City's contribution toward health and dental insurance premiums, effective January 1, 2017, for the Police Supervisors (LELS Local 162).

BASIS OF RECOMMENDATION:

A. HISTORICAL CONTEXT

The Police Supervisors (LELS Local 162) bargaining unit has a two-year contract with the City for contract years 2016-2017. There is an insurance re-opener for 2017.

The Employer insurance contributions negotiated with the Union are identical to those being provided to the City’s non-represented employees for 2017.

B. POLICIES (resolutions, ordinances, regulations, statutes, etc):

- The City has met and negotiated in good faith with the union and its representative and is bound
under the terms of the Public Employer's Labor Relations Act to meet and bargain over the terms and conditions of employment.

- The proposed settlement for the re-opener provision is identical in health and dental insurance provisions provided to non-union City employees and to the other previously-settled unions. The City has a long history of providing the same level of health and dental insurance benefits to all eligible City employees.
- The health insurance contribution is well within the range for other comparable bargaining groups in similar metro cities. The City has a long history of trying to remain as close to the middle as possible of the Stanton 5 cities in terms of wages and benefits.

C. CRITICAL TIMING ISSUES:

- In order to allow the City’s accounting personnel the ability to modify payroll records in a timely manner for 2017 benefits, it is recommended that the City Council act on January 10, 2017 to adopt the attached resolution providing for contract changes. The health and dental insurance benefits are effective January 1, 2017.

D. FINANCIAL IMPACT:

- Up to a maximum $0.25 per month increase in the City’s contribution towards single dental insurance coverage.
- The City’s contribution towards health insurance premiums for 2017 remain unchanged from the previous year.

E. LEGAL CONSIDERATION:

- If the terms of this agreement are not approved, further negotiation and/or mediation will be necessary.

ALTERNATIVE RECOMMENDATION(S):

- Do not approve the terms of this agreement and prepare for further negotiation and/or mediation.
- Defer discussion to another date.

PRINCIPAL PARTIES EXPECTED AT MEETING:

None

ATTACHMENTS:

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<td>Resolution</td>
<td>Resolution Letter</td>
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</table>
RESOLUTION NO.

RESOLUTION DESIGNATING CITY'S CONTRIBUTION TOWARDS HEALTH AND DENTAL INSURANCE PREMIUMS FOR EMPLOYEES COVERED BY THE LAW ENFORCEMENT LABOR SERVICES (LELS), LOCAL 162 BARGAINING UNIT FOR THE YEAR 2017

WHEREAS, the City Manager and the Richfield Supervisors LELS Local 162 have reached an understanding concerning conditions of employment for year 2016 and 2017; and

WHEREAS, the labor agreement covers all terms and conditions of employment including the City contribution for insurance benefits; and

WHEREAS, it would be inappropriate to penalize Richfield Supervisors LELS Local 162 members who have negotiated in good faith; and

WHEREAS, the City has historically provided the same level of health insurance contribution to all eligible City employees, both union and non-union; and

WHEREAS, the City Ordinance requires that contracts between the City and the exclusive representative of the employees in an appropriate bargaining unit shall be completed by Council resolution.

WHEREAS, the City Council is required to determine, by resolution, the City's contribution toward the premium for employee group insurance coverage.

NOW, THEREFORE, BE IT RESOLVED that the City shall contribute the maximum of full coverage for employee only health insurance coverage, $1,135 per month for employee plus spouse or employee plus child(ren) health insurance coverage, and $1,215 per month for family health insurance. Such contributions shall be for coverage effective January 1, 2017; and

BE IT FURTHER RESOLVED that the City shall contribute a maximum of $59.25 per month for employee single dental insurance. Such contribution shall be for coverage effective January 1, 2017.

Adopted by the City Council of the City of Richfield, Minnesota this 10th day of January 2017.

_______________________________
Michael Howard  Mayor Pro Tempore

ATTEST:

______________________________
Elizabeth VanHoose           City Clerk
ITEM FOR COUNCIL CONSIDERATION:
Consideration of a resolution authorizing the transfer of unspent proceeds of the City's General Obligation Storm Water Revenue Bonds, Series 2016A.

EXECUTIVE SUMMARY:
The City recently completed the Taft Lake Storm Water project. Funding for the project was to come from the $2,770,000 General Obligation Storm Water Revenue Bonds, Series 2013B, Municipal State Aid, and utility revenues including storm water revenues.

At the present time the project is reflecting a deficit of $663,325.00. The plan to fund this deficit was the utilization of storm water revenues. However, staff is recommending the use of unspent proceeds of the General Obligation Storm Water Revenue Bonds, Series 2016A (Series 2016A bonds) to fund the deficit.

The Series 2016A bonds were issued to fund the West Richfield/Monroe Park Storm Water project. Construction bids received for this project were very favorable and as a consequence there is approximately $787,000 of unspent Series 2016A bond proceeds. This project is complete except for punch list items and it is planned there will sufficient Series 2016A bond funding still available to cover these remaining costs.

RECOMMENDED ACTION:
By Motion: Approve a resolution authorizing the transfer of unspent proceeds of the City's General Obligation Storm Water Revenue Bonds, Series 2016A.

BASIS OF RECOMMENDATION:
A. HISTORICAL CONTEXT
   None.

B. POLICIES (resolutions, ordinances, regulations, statutes, etc):
   Use of the Series 2016A bond proceeds on an approved storm water project will reduce any bond arbitrage considerations.

C. CRITICAL TIMING ISSUES:
   None.
D. **FINANCIAL IMPACT:**
   The transfer amount of the Series 2016A bond proceeds to the Taft Lake Storm Water project will be $663,325.

E. **LEGAL CONSIDERATION:**
   The City’s bond counsel has approved the transfer and drafted the transfer resolution.

**ALTERNATIVE RECOMMENDATION(S):**
None.

**PRINCIPAL PARTIES EXPECTED AT MEETING:**
None.

**ATTACHMENTS:**

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<tr>
<td>Transfer of Series 2016A Unspent Proceeds</td>
<td>Resolution Letter</td>
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</table>
CITY OF RICHFIELD, MINNESOTA

RESOLUTION NO. ______

RESOLUTION AUTHORIZING THE TRANSFER OF UNSPENT PROCEEDS OF THE CITY’S GENERAL OBLIGATION STORM WATER REVENUE BONDS, SERIES 2016A

BE IT RESOLVED By the City Council of the City of Richfield, Minnesota (the “City”), as follows:

1. On May 19, 2016, the City issued its General Obligation Storm Water Revenue Bonds, Series 2016A (the “Series 2016A Bonds”), in the original aggregate principal amount of $2,970,000, to finance the construction of various improvements to the City’s storm water system, including but not limited to improvements to the Monroe Park – 66th Street Storm Water Project (the “2016 Project”). To date, proceeds of the Series 2016A Bonds in the amount of $787,000 remain unspent.

2. Pursuant to Minnesota Statutes, Section 475.65, when a project financed with bonds is completed and proceeds of the obligations issued to finance such project remain, the unexpended bond proceeds may be devoted to any other public use authorized by law, and approved by resolution adopted or vote taken in the manner required to authorize bonds for such new use and purpose.

3. The 2016 Project has been completed, and the City has determined to transfer unspent proceeds of the Series 2016A Bonds in the amount of $663,325 to pay the costs of the Taft Lake Storm Water Project that were not paid by the proceeds of the City’s General Obligation Stormwater Revenue Bonds, Series 2013B (the “Series 2013B Bonds”), issued on March 21, 2013, in the original aggregate principal amount of $2,770,000.

4. The City hereby approves the transfer of the unspent proceeds of the Series 2016A Bonds, in the principal amount of $663,325 to pay the costs of the Taft Lake Storm Water Project.

Adopted by the City Council of the City of Richfield, Minnesota, this 10th day of January, 2017.

______________________________
Michael Howard, Mayor Pro Tempore

ATTEST:

______________________________
Elizabeth VanHoose, City Clerk
ITEM FOR COUNCIL CONSIDERATION:
Consideration of the approval of a resolution declaring a vacancy in the Office of Mayor, calling for a special election, and establishing a filing period for nomination petitions.

EXECUTIVE SUMMARY:
Upon her election to the Hennepin County Board of Commissioners, Mayor Debbie Goettel submitted her resignation to the City of Richfield, effective January 2, 2017. Mayor Goettel’s term would have otherwise expired on December 31, 2018. The Richfield City Charter requires that a special election be held to fill a vacancy when at least 180 days remain in the vacated seat. The Council must call a special election at the regular Council meeting following the resignation of the Mayor and the election must be held not less than 30 nor more than 60 days after the meeting at which the election is called. The Council accepts the resignation of Mayor Debbie Goettel and declares a vacancy to exist in the office of Mayor. The special mayoral election shall be held on March 7, 2017 to fill the vacancy. Nominations petitions for candidates will be accepted by the City Clerk during the filing period of January 17, 2017 through January 30, 2017.

RECOMMENDED ACTION:
By Motion: Approve the Resolution Declaring a Vacancy in the Office of Mayor, Calling for a Special Election, and Establishing a Filing Period for Nomination Petitions.

BASIS OF RECOMMENDATION:

A. HISTORICAL CONTEXT
N/A

B. POLICIES (resolutions, ordinances, regulations, statutes, etc):
Section 2.05 of the Richfield City Charter addresses procedures following a vacancy on the Council. A vacancy shall exist as of the date of the resignation of a Council Member. If 180 days or more remain in the Council Member’s term of office after the vacancy, the Council shall call a special election to fill the vacancy for the balance of the Council member’s term.

C. CRITICAL TIMING ISSUES:
The special election shall be called at the same Council meeting at which the vacancy is declared to exist or at the next regular Council meeting following the resignation of a Council member. The special
election shall be held not less than 30 nor more than 60 days after the Council meeting at which the election is called.

D. **FINANCIAL IMPACT:**
The City will incur costs related to preparing for and holding the special election.

E. **LEGAL CONSIDERATION:**
Staff has consulted with the City Attorney regarding the procedures to be followed after a vacancy is declared on the Council.

**ALTERNATIVE RECOMMENDATION(S):**
There are no alternative recommendations. The Council is required to call a special election.

**PRINCIPAL PARTIES EXPECTED AT MEETING:**
N/A

**ATTACHMENTS:**

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<tr>
<td>Resolution</td>
<td>Resolution Letter</td>
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<tr>
<td>Notice of Filing Period</td>
<td>Backup Material</td>
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</tbody>
</table>
RESOLUTION NO. ______

A RESOLUTION DECLARING A VACANCY IN THE OFFICE OF MAYOR, CALLING FOR A SPECIAL ELECTION, AND ESTABLISHING A FILING PERIOD FOR NOMINATION PETITIONS

WHEREAS, Mayor Debbie Goettel, whose mayoral term is scheduled to expire on December 31, 2018, has submitted her written resignation, effective January 2, 2017, to the Richfield City Council;

WHEREAS, the Richfield City Charter provides that a special election is required to fill a mayoral vacancy when at least 180 days remain in a vacant mayoral term;

WHEREAS, the Charter also provides that the special election shall be held not less than 30 nor more than 60 days after the meeting at which the election is called; and

WHEREAS, the City Council wishes to take all other appropriate actions regarding the resulting vacancy.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richfield, Minnesota that:

1. The City Council accepts and acknowledges the resignation of Mayor Debbie Goettel.

2. The City Council declares a vacancy to exist in the office of mayor as a result of said resignation.

3. A special mayoral election shall be held on March 7, 2017 to fill the vacancy.

4. In accordance with the City Charter, candidates for the special election shall be nominated by petition. Nomination petitions shall be accepted by the City Clerk from January 17, 2017 through January 30, 2017.

Adopted by the City Council of the City of Richfield, Minnesota this 10th day of January, 2017.

Michael Howard, Mayor Pro Tempore

ATTEST:

Elizabeth VanHoose, City Clerk
CITY OF RICHFIELD NOTICE OF FILING DATES FOR CANDIDATES FOR MUNICIPAL ELECTIVE OFFICE

Notice is hereby given of the filing date for candidates for the following municipal elective office:

OFFICES TO BE ELECTED:

CITY OF RICHFIELD – MAYOR

A candidate for this municipal office must reside, while seeking election and while serving in office, within the City of Richfield.

CANDIDATE FILING PERIOD
The candidate filing period for this municipal elective office is as follows:

Opens: Tuesday, January 17, 2017 - 8:00 A.M.
Closes: Monday, January 30, 2017 - 5:00 P.M.

All candidates for elective office shall be nominated by petition. Nominating petitions are available from the City Clerk.

Nominating petitions must contain the signatures of 10 individuals who are registered voters in Richfield. A $25.00 filing fee is due at the time of filing the nominating petition.

Nominating petitions must be submitted during the filing period to the City Clerk at Richfield Municipal Center, 6700 Portland Avenue.

ELECTION DATE
Election date for this municipal elective office is as follows:

Special Election: Tuesday, March 7, 2017.

For further information, call 612-861-9738.

Elizabeth VanHoose
City Clerk

Publish: January 12 & January 19, 2017
ITEM FOR COUNCIL CONSIDERATION:
Discussion regarding City Council attendance at the 2017 National League of Cities (NLC) Conferences.

EXECUTIVE SUMMARY:
According to State Statute 471.66, the governing body of cities and school districts must adopt a policy that controls out-of-state travel for elected officials. That policy was adopted by the City Council in November 2005 and stipulates that the City Council must approve, in advance by a motion, attendance at out-of-state conferences.

Information regarding the 2017 conferences is available on their website: www.nlco.org.

RECOMMENDED ACTION:
By Motion: Designate Council Member(s) to attend the March 11-15, 2017 NLC Congressional City Conference in Washington, D.C. and the November 15-18, 2017 NLC City Summit (formerly Congress of Cities) in Charlotte, NC.

BASIS OF RECOMMENDATION:

A. HISTORICAL CONTEXT
   The City Council has determined that attendance at the NLC conferences is beneficial to the City’s operations and long-range planning efforts.

B. POLICIES (resolutions, ordinances, regulations, statutes, etc):
   This information is contained in the Executive Summary.

C. CRITICAL TIMING ISSUES:
   It is critical that the City Council remains in the informational loop regarding congressional activities as it relates to federal funds and homeland security issues.

D. FINANCIAL IMPACT:
   Funds for the City Council to attend the NLC conference(s) are included in the City’s 2017 budget.

E. LEGAL CONSIDERATION:
ALTERNATIVE RECOMMENDATION(S):
• The City Council may want to address this designation prior to each conference.
• The City Council may decline to send delegates.

PRINCIPAL PARTIES EXPECTED AT MEETING:
N/A

ATTACHMENTS:

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<td>2014</td>
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<td>NLC Congressional City</td>
<td>March 8-12</td>
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<td>2016</td>
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<td>March 5-9</td>
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<td>NLC City Summit (formerly Congress of Cities)</td>
<td>Nov.16-19</td>
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</table>
STAFF REPORT NO. 10
CITY COUNCIL MEETING
1/10/2017

ITEM FOR COUNCIL CONSIDERATION:
Consideration of designating representatives to serve as the 2017 liaisons to various metropolitan agencies and City commissions.

EXECUTIVE SUMMARY:
Members of the City Council serve as the City’s representatives on various metropolitan agencies and City commissions. Each year, the City Council appoints these representatives.

RECOMMENDED ACTION:
By Motion: Designate City Council liaison appointments to various metropolitan agencies and City commissions for 2017.

BASIS OF RECOMMENDATION:

A. HISTORICAL CONTEXT
   This information is contained in the Executive Summary.

B. POLICIES (resolutions, ordinances, regulations, statutes, etc):
   The City Council considers the designation of liaisons at the first meeting in January of each year.

C. CRITICAL TIMING ISSUES:
   The City needs representation on metropolitan agencies and commissions.

D. FINANCIAL IMPACT:
   These designations are at no additional cost to the City.

E. LEGAL CONSIDERATION:
   None.

ALTERNATIVE RECOMMENDATION(S):
The City Council could defer the designations to a future City Council meeting.

PRINCIPAL PARTIES EXPECTED AT MEETING:
N/A
<table>
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<tr>
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<td>METRO CITIES</td>
<td>DEBBIE GOETTEL, REP. PAT ELLIOTT; EDWINA GARCIA; TOM FITZHENRY; MICHAEL HOWARD, ALTS.</td>
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<td>LEAGUE OF MINNESOTA CITIES</td>
<td>DEBBIE GOETTEL, REP. MICHAEL HOWARD, ALT.</td>
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<td>NOISE OVERSIGHT COMMITTEE</td>
<td>TOM FITZHENRY, REP. MICHAEL HOWARD, ALT. PAM DMYTRENKO, ALT.</td>
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<td>TRANSPORTATION COMMISSION</td>
<td>MICHAEL HOWARD, LIA. TOM FITZHENRY, ALT.</td>
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<td>I-35W SOLUTIONS ALLIANCE</td>
<td>MICHAEL HOWARD, LIA. PAT ELLIOTT, ALT. JEFF PEARSON, STAFF LIA.</td>
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<td>494 CORRIDOR COMMISSION</td>
<td>DEBBIE GOETTEL, LIA. PAT ELLIOTT, ALT. JACK BROZ, STAFF LIA.</td>
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<td>PLANNING COMMISSION</td>
<td>PAT ELLIOTT, LIA. DEBBIE GOETTEL, ALT.</td>
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<td>COMM. SERVICES COMMISSION</td>
<td>EDWINA GARCIA, LIA. PAT ELLIOTT, ALT.</td>
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<td>ADVISORY BOARD OF HEALTH</td>
<td>DEBBIE GOETTEL, LIA. TOM FITZHENRY, ALT.</td>
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<td>HUMAN RIGHTS COMMISSION</td>
<td>MICHAEL HOWARD, LIA. PAT ELLIOTT, ALT.</td>
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<td>DEBBIE GOETTEL, LIA. PAT ELLIOTT, ALT.</td>
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<td>ARTS COMMISSION</td>
<td>DEBBIE GOETTEL, LIA. MICHAEL HOWARD, ALT.</td>
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<td>CIVIL SERVICE COMMISSION</td>
<td>TOM FITZHENRY, REP.</td>
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<td>RICHFIELD COMMUNITY HUMAN SERVICES PLANNING COUNCIL</td>
<td>EDWINA GARCIA, REP. DEBBIE GOETTEL, ALT.</td>
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<td>FOWL BOARD</td>
<td>EDWINA GARCIA,, REP. DEBBIE GOETTEL, ALT.</td>
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<td>Organization</td>
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<td>SOUTHWEST CABLE COMMISSION</td>
<td>PAT ELLIOTT, REP.</td>
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<td>RICHFIELD HISTORICAL SOCIETY</td>
<td>DEBBIE GOETTEL, REP.</td>
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<td>RICHFIELD SCHOOL DISTRICT</td>
<td>MICHAEL HOWARD, REP.</td>
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<td>BAND SHELL TASK FORCE (DISCONTINUED DUE TO THE PROGRESS OF THE PROJECT)</td>
<td>EDWINA GARCIA, REP.</td>
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<td>BEYOND THE YELLOW RIBBON</td>
<td>TOM FITZHENRY, REP.</td>
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ITEM FOR COUNCIL CONSIDERATION:
Consideration of the City Council's confirmation of the Mayor Pro Tempore's appointment of a Housing and Redevelopment Authority Commissioner.

EXECUTIVE SUMMARY:
HRA Commissioner Debbie Goettel was appointed to a five-year term in 2010 and reappointed to a second five-year term in 2015. With Mayor Goettel's election to the Hennepin County Board in 2016 and subsequent resignation as Mayor on January 2, 2017, her term on the HRA is also automatically vacated and a need to fill that City Council position on the HRA was created.

With the Mayor's resignation the authority to make the City Council appointment is now vested with the Mayor Pro Tempore. That appointment must then be confirmed by a majority of the City Council. The newly-appointed Commissioner will serve the remainder of Mayor Goettel's five-year term which will expire on December 31, 2020.

The next regular HRA Meeting is scheduled to take place on January 17, 2017. To ensure a quorum at that meeting and at future HRA meetings, the City Council should make an appointment on January 10, 2017.

RECOMMENDED ACTION:
By Motion: Approve the Mayor Pro Tempore's appointment of Michael Howard as HRA Commissioner commencing January 2017 and expiring December 31, 2020.

BASIS OF RECOMMENDATION:

A. HISTORICAL CONTEXT
- At the November 14, 2011 Special City Council Worksession, the City Council determined that the public's interest is best served by having the HRA composed of two appointed Council Members and three Mayor-appointed citizens.

B. POLICIES (resolutions, ordinances, regulations, statutes, etc):
- Under State law, the Mayor Pro Tempore appointment of HRA commissioners subject to the approval of the City Council.
- Minn. Stat. 469.003 requires the new Commissioner to serve the remainder of the unexpired term.
C. **CRITICAL TIMING ISSUES:**
   - To ensure a quorum at future meetings, the City Council should appoint an HRA Commissioner on January 10, 2017.
   - If the City Council does not approve the Mayor Pro Tempore’s appointment, a quorum may not be present at future HRA meetings.

D. **FINANCIAL IMPACT:**
   None.

E. **LEGAL CONSIDERATION:**
   - In pursuant to State law, the City Council approves appointments to the HRA.

**ALTERNATIVE RECOMMENDATION(S):**
- The City Council could decide not to approve the Mayor Pro Tempore’s appointment.
- The City Council could defer the appointment to a future City Council Meeting.

**PRINCIPAL PARTIES EXPECTED AT MEETING:**