



CITY COUNCIL MEETING MINUTES

Richfield, Minnesota

Special City Council Meeting
Commission Appointment Discussion

February 14, 2017

CALL TO ORDER

The meeting was called to order by Mayor Pro Tempore Howard at 6:00 p.m. in the Babcock Room.

ROLL CALL

MEMBERS PRESENT: Michael Howard, Mayor Pro Tempore; Pat Elliott; and Edwina Garcia

MEMBERS ABSENT: Maria Regan Gonzalez

INTERVIEW OF APPLICANTS

The City Council reviewed application materials and discussed appointment of one adult member to the Arts Commission.

ADJOURNMENT

The meeting was adjourned by unanimous consent at 6:15 p.m.

Date Approved: February 28, 2017

Michael Howard
Mayor Pro Tempore

Jared Voto
Executive Aide/Analyst

Steven L. Devich
City Manager



CITY COUNCIL MEETING MINUTES
 Richfield, Minnesota
Special City Council Work Session

February 14, 2017

CALL TO ORDER

The work session was called to order by Mayor Pro Tempore Howard at 6:15 p.m. in the Bartholomew Room.

Council Members Present: Michael Howard, Mayor Pro Tempore; Edwina Garcia; and Pat Elliott

Council Members Absent: Maria Regan Gonzalez

Staff Present: Steven L. Devich, City Manager; Mary Tietjen, City Attorney; Pam Dmytrenko, Assistant City Manager/HR Manager; Jared Voto, Executive Aide/Analyst

Item #1	Discussion regarding City insurance of sewer lines (Council Memo No. 16)
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Robert Hall, 7309 Oliver Ave S, handed out and read prepared remarks regarding sewer line warranty.

Council members asked how the current program with Service Line Warranty of America (SLWA) is operating, are other cities insuring service lines, and if any other cities or the League of Minnesota Cities had been contacted regarding this issue.

City Manager Devich responded that other cities are using SLWA and could get this information if the Council requested staff to do further research.

Council Member Elliott stated he had worked with self-insured companies and some are profitable and other catastrophic failures. He stated this goes beyond services typically done by city staff and would require more information and analysis to understand if this would work for the city.

City Attorney Tietjen stated there are fundamental legal questions with insuring private property and the ability or authority for the City to protect private property.

City Manager Devich asked Council if staff should look further into the proposal.

Council members discussed the legal questions and additional information that would be needed to understand the proposal and directed staff to gather more information.

Item #1	Discussion regarding the Council Rules of Procedure and Decorum (Council Memo No. 17)
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City Attorney Tietjen presented background on the Council Rules of Procedure and Decorum and a proposed update to the Rules. The update relates to bringing the Rules into compliance with laws and existing practice. She also highlighted Rule sections that are important for the Council to be aware of.

Council members discussed the abstention rule.

Council Member Elliott discussed the usage of Skype or other technology to attend meetings even when away on business or other circumstances prevent attending the meeting in-person.

Tietjen and Assistant City Manager/HR Manager Dmytrenko responded there are specific notice requirements and technical issues for attending meeting from an off-site location and it is available to the Council, if they request it.

Council Member Howard asked if there were any changes to the Rules that required changes to how Council meetings proceed currently.

Dmytrenko responded that there are not. The Rules are updated to current practice.

ADJOURNMENT

The work session was adjourned by unanimous consent at 6:57 p.m.

Date Approved: February 28, 2017

Michael Howard
Mayor Pro Tempore

Jared Voto
Executive Aide/Analyst

Steven L. Devich
City Manager



CITY COUNCIL MEETING MINUTES

Richfield, Minnesota

Regular Meeting

February 14, 2017

CALL TO ORDER

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

Council Members Present: Michael Howard, Mayor Pro Tempore; Edwina Garcia; and Pat Elliott

Council Members Absent: Maria Regan Gonzalez

Staff Present: Steven L. Devich, City Manager; Pam Dmytrenko, Assistant City Manager/HR Manager; Mary Tietjen, City Attorney; James Topitzhofer, Recreation Services Director; Chris Regis, Finance Manager; Karen Barton, Community Development Assistant Director; and Jared Voto, Executive Aide/Analyst

OPEN FORUM

None.

PLEDGE OF ALLEGIANCE

Mayor Pro Tempore Howard led the Pledge of Allegiance.

APPROVAL OF MINUTES

M/Elliott, S/Garcia to approve the minutes of the: (1) Special City Council Meeting of January 17, 2017; (2) Special City Council Meeting of January 21, 2017; (3) Special City Council Work Session of January 24, 2017; (4) Special Concurrent City Council, Housing and Redevelopment Authority, and Planning Commission Work Session of January 24, 2017; and (5) Regular City Council Meeting of January 24, 2017.

Motion carried 3-0.

Item #1	METROPOLITAN COUNCIL’S RICHFIELD INTERCEPTOR AIRPORT LINING PROJECT
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Jeny Shah and Mike Olerich, Metropolitan Council, presented on the Richfield Interceptor Airport Lining project.

Item #2	COUNCIL DISCUSSION <ul style="list-style-type: none"> • Hats Off to Hometown Hits
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Council Member Elliott wished everyone a Happy Valentine’s Day and encouraged residents to apply for a position on the Comprehensive Plan Advisory Committee.

Council members discussed the application and interview process for the Comprehensive Plan Advisory Committee and asked for the Council to participate in interviews.

Council Member Garcia invited everyone to attend the State of the City on February 27 at 8:30 a.m., at City Hall. She provided information on a women’s self-defense course held at Richfield High School on March 1 from 5:30-9:30 p.m.

Mayor Pro Tempore Howard invited everyone to attend a Naturalization Ceremony on February 21 at 9:30 a.m. at Richfield High School. He also invited everyone to vote in the Special Election on March 7 and provided information on early voting and no excuse absentee voting.

Item #3	APPROVAL OF THE AGENDA
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M/Elliott, S/Garcia to approve the agenda.

Motion carried 3-0.

Item #4	CONSENT CALENDAR
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- A. Consideration of the approval of a resolution granting a one-year extension of land use approvals for a planned unit development at 76th Street and Pillsbury Avenue. (S.R. No. 15)

RESOLUTION NO. 11328
 GRANTING AN EXTENSION OF A FINAL DEVELOPMENT PLAN AND
 CONDITIONAL USE PERMIT FOR A PLANNED UNIT DEVELOPMENT
 AT 211 76TH STREET WEST; 7600, 7608, AND 7644 PILLBURY
 AVENUE SOUTH; AND AN ADJACENT 30-FOOT STRIP OF LAND

This resolution appears as Resolution No. 11328.

- B. Consideration of the approval of a sponsorship agreement between the City of Richfield and Best Buy Purchasing, LLC for sponsorship of the 2017 Urban Wildland Half Marathon in the amount of \$1,750.00. (S.R. No. 16)
- C. Consideration of the approval of the continuation of an agreement with the City of Bloomington for the provision of public health services for the City of Richfield for 2017. (S.R. No. 17)
- D. Consideration of the approval of an agreement with Stevens Engineers to perform professional services for the design and preparation of construction documents for conversion of the R-22 direct refrigeration system at the Richfield Ice Arena. (S.R. No. 18)

- E. Consideration of the approval of a resolution appointing election judges for the March 7, 2017 Special Election. (S.R. No. 19)

RESOLUTION NO. 11329
 APPOINTING ELECTION JUDGES FOR THE MARCH 7, 2017 SPECIAL
 ELECTION

This resolution appears as Resolution No. 11329.

- F. Consideration of the approval of the first reading of a transitory ordinance providing funding for certain capital improvements from the Special Revenue Fund. (S.R. No. 20)
- G. Consideration of approval of the transfer of funds to close out the North Richfield Parkway and the Lincoln Field & Other Park Improvements capital project funds. (S.R. No. 21)
- H. Consideration of the approval of a resolution authorizing acceptance of grants and donations received by the Richfield Recreation Services Department in the amounts of \$2,050 and \$5,000 and authorizing the Recreation Services Director to apply the funds as intended by the donors. (S.R. No. 22)

RESOLUTION NO. 11330
 ACCEPTING A DONATION RECEIVED BY THE RICHFIELD
 RECREATION SERVICES DEPARTMENT FROM RICHFIELD READY
 FOR SUMMER YOUTH TRIPS IN THE AMOUNT OF \$2,050, AND
 FROM JEREMY AND MARY HANSON FOR SITE IMPROVEMENTS AT
 WOOD LAKE NATURE CENTER IN THE AMOUNT OF \$5,000.

This resolution appears as Resolution No. 11330.

- I. Consideration of the appointment of youth members to the Arts Commission and Community Services Commission. (S.R. No. 23)

M/Elliott, S/Garcia to approve the consent calendar.

Motion carried 3-0.

Item #5	CONSIDERATION OF ITEMS, IF ANY, REMOVED FROM THE CONSENT CALENDAR
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None.

Item #6	PUBLIC HEARING AND CONSIDERATION OF THE APPROVAL OF A RESOLUTION SPECIFYING THE USE OF FUNDS FROM THE COMMUNITY DEVELOPMENT BLOCK GRANT ALLOCATION FOR 2017, REALLOCATING UNSPENT FUNDS FROM THE 2015 ALLOCATION, AND AUTHORIZING EXECUTION OF A SUBRECIPIENT AGREEMENT WITH HENNEPIN COUNTY AND ANY REQUIRED THIRD PARTY AGREEMENTS. (S.R. NO. 24)
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Council Member Garcia presented Staff Report No. 24.

Mark Zastrow, Development Manager with Bridging, discussed the work their organization does and thanked the Council.

Jon Burkow, Program Director with HOME, discussed the work they completed in 2016 and thanked the Council.

Tracey Goodrich, Volunteer Coordinator with HOME Line Tenant Hotline, discussed their program and thanked the Council.

Benjamin Fridley, Grant Manager with CAPSH, discussed their work in 2016 and thanked the Council.

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

Motion carried 3-0.

M/Garcia, S/Elliott to approve a resolution authorizing the use of funds for the 2017 Urban Hennepin County Community Development Block Grant Program, reallocating 2015 funds, and authorizing execution of a Subrecipient Agreement with Hennepin County and any required third party agreements.

RESOLUTION NO. 11331
APPROVING PROPOSED USE OF 2017 AND 2015 URBAN HENNEPIN
COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
FUNDS AND AUTHORIZING EXECUTION OF SUBRECIPIENT
AGREEMENT WITH HENNEPIN COUNTY AND ANY REQUIRED THIRD
PARTY AGREEMENTS

Motion carried 3-0. This resolution appears as Resolution No. 11331.

Item #7	CONSIDERATION OF THE APPOINTMENT OF AN ADULT MEMBER TO THE ARTS COMMISSION. (S.R. NO. 25)
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Council Member Elliott presented Staff Report No. 25.

M/Elliott, S/Howard to appoint Mia Simpson to fill a new vacancy on the Arts Commission with a term expiring January 31, 2020.

Motion carried 3-0.

Item #8	CONSIDERATION OF THE APPROVAL OF AGREEMENTS WITH NON-PROFIT ORGANIZATIONS TO PROVIDE SOCIAL SERVICES TO THE CITY OF RICHFIELD AND AUTHORIZATION OF THE CITY MANAGER TO EXECUTE THE AGREEMENTS FOR SERVICES WITH THOSE AGENCIES. (S.R. NO. 26)
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Council Member Garcia presented Staff Report No. 26.

M/Garcia, S/Elliott to approve the agreements between the recommended non-profit organizations and the City of Richfield and authorize the City Manager to execute agreements for services with those agencies.

Motion carried 3-0.

Item #9	CITY MANAGER’S REPORT
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City Manager Devich discussed three important pieces of legislation that are being worked on in the Legislature related to the 77th Street Underpass, Cedar Avenue TIF, and Lyndale Garden TIF.

Mayor Pro Tempore asked about the City Council’s meeting with local legislators.

City Manager Devich responded they will work to schedule the meeting in late February.

Council members also discussed fiscal disparities.

Item #10	CLAIMS AND PAYROLLS
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M/Garcia, S/Elliott that the following claims and payrolls be approved:

U.S. Bank		02/14/17
A/P Checks: 256468 - 256993	\$	1,922,142.36
Payroll: 125106 - 125751, 42706 - 42709		<u>1,283,542.70</u>
TOTAL	\$	3,205,685.06

Motion carried 3-0.

OPEN FORUM

None.

Item #11	ADJOURNMENT
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The City Council Meeting was adjourned by unanimous consent at 8:12 p.m.

Date Approved: February 28, 2017

Michael Howard
Mayor Pro Tempore

Jared Voto
Executive Aide/Analyst

Steven L. Devich
City Manager