



CITY COUNCIL MEETING MINUTES

Richfield, Minnesota

Special Joint City Council, Housing and Redevelopment Authority, and Planning Commission Work Session

October 24, 2017

CALL TO ORDER

The work session was called to order by Mayor Elliott at 5:30 p.m. in the Bartholomew Room.

Council Members Present: Pat Elliott, Mayor; Edwina Garcia; Michael Howard; Maria Regan Gonzalez; and Simon Trautmann (arrived at 6:10).

HRA Members Present: Mary Supple, Chair; Pat Elliott; and Michael Howard.

HRA Members Absent: Sue Sandahl.

PC Members Present: Erin Vrieze Daniels, Chair; Sean Hayford Oleary; Allysen Hoberg; and Gordon Vizecky.

PC Members Absent: Dan Kitzberger; Bryan Pynn; and Susan Rosenberg.

Staff Present: Steven L. Devich, City Manager; John Stark, Community Development Director; Melissa Poehlman, Assistant Community Development Director; Julie Urban, Housing Manager; Jim Topitzhofer, Recreation Services Director; and Jared Voto, Executive Aide/Analyst.

Item #1	COMPREHENSIVE PLAN UPDATE
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Assistant Community Development Director Poehlman introduced Lance Bernard, Senior Associate Planner, and Joe Lampe, Planner/Analyst, from SRF Consulting, the consultant assisting the City with the comprehensive plan update. Mr. Bernard provided an overview of what the comprehensive plan is and how updates are driven by regional policies, shared the plan element requirements, and gave a recap of the public engagement and what has been done with the feedback received. Mr. Bernard went into further detail of a market analysis being done at the 66th Street and Nicollet Avenue area, including ideas for the area and design guidelines that will be developed. He also discussed the Parks Master Plan as part of this process. Lastly, a schedule was provided for the next steps of the process with plan adoption in August 2018.

Members of the Council, HRA, and Planning Commission commented and asked questions about resiliency, the outreach efforts and building consensus, the Metropolitan Council's population and housing forecasts for Richfield, and the impact of Metro Transit's Orange Line on density in the area.

Item #2	AFFORDABLE HOUSING STRATEGIES
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Community Development Director Stark introduced the topic and stated this is a continuing discussion since April.

Housing Manager Urban presented tools and strategies for naturally occurring affordable housing (NOAH) and shared progress the City has completed since July. She presented a work plan for immediate action of: defining goals; developing a NOAH preservation policy; incorporating NOAH policies into comprehensive plan update; applying NOAH preservation strategies to projects receiving HRA/City assistance that include affordable housing; meet with owners/landlords to solicit feedback; identify NOAH housing and those buildings at risk; expand the Kids @ Home program; and create a pilot apartment rehab financing program. She also provided a work plan for potential items for 2018 that included: advanced notice period for sale of rental housing/help preservation buyers buy at-risk buildings; prohibit Section 8 discrimination; require 60-day notice to tenants; just cause evictions/non-renewal; building permit fee reductions; and inclusionary housing ordinance.

Members of the Council, HRA, and Planning Commission commented and asked questions about integrating affordable housing, maintaining and improving NOAH, supporting cost-burdened renters, improving quality affordable housing without displacing residents, using land use policy to drive the market, ensuring the City has strong legal standing to pass items because property owners have rights as well, and support for different policies/ordinances that were discussed during the presentation.

ADJOURNMENT

The work session was adjourned by unanimous consent at 6:58 p.m.

Date Approved: November 20, 2017

Jared Voto
Executive Aide/Analyst

Pat Elliott
Mayor

Steven L. Devich
City Manager



CITY COUNCIL MEETING MINUTES

Richfield, Minnesota

Regular Meeting

October 24, 2017

CALL TO ORDER

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

Council Members Present: Pat Elliott, Mayor; Edwina Garcia; Michael Howard; Maria Regan Gonzalez; and Simon Trautmann (arrived at 7:03 p.m.).

Staff Present: Steven L. Devich, City Manager; Mary Tietjen, City Attorney; Kristin Asher, Public Works Director; John Stark, Community Development Director; Jim Topitzhofer, Recreation Services Director; Jay Henthorne, Chief of Police/Public Safety Director; Melissa Poehlman, Assistant Community Development Director; Matt Brillhart, Associate Planner, and Jared Voto, Executive Aide/Analyst.

OPEN FORUM

None

PLEDGE OF ALLEGIANCE

Mayor Elliott led the Pledge of Allegiance.

APPROVAL OF MINUTES

M/Garcia, S/Regan Gonzalez to approve the minutes of the: (1) Special joint City Council and Planning Commission work session of October 10, 2017; (2) Special City Council work session of October 10, 2017; and (3) Regular City Council meeting of October 10, 2017.

Motion carried 4-0. Council Member Trautmann was absent for the vote.

Item #1	ANNUAL MEETING WITH THE PLANNING COMMISSION
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Erin Vrieze Daniels, Planning Commission Chair, presented on the work of the Commission over the previous year.

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Item #2	CONFERRING OF RICHFIELD POLICE DEPARTMENT AWARDS
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Chief Henthorne conferred Richfield Police Department awards to the following:

- Officer Dean – Medal of Merit
- Officer Bataglia – Medal of Merit
- Officer Stariha – Medal of Merit
- Sergeant Edwards – Department Commendation
- Officer Zabala – Department Commendation
- Sergeant Sieve – Department Commendation
- Officer Sheady – Department Commendation
- Officer Smith – Department Commendation
- Officer Schipp – Department Commendation
- Officer Mendoza – Department Commendation

Item #3	COUNCIL DISCUSSION <ul style="list-style-type: none"> • Hats Off to Hometown Hits
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Mayor Elliott invited everyone to coffee with a cop on October 26.

Council Member Trautmann spoke regarding coyotes in Richfield and not to approach or feed them; Wood Lake Nature Center and Friends of Wood Lake Half-Haunted House; and invited residents to visit the remodeled Aldi's.

Council Member Garcia spoke regarding an event on November 7 at the Pines on the latest devices for senior and people with disabilities.

Mayor Elliott spoke regarding the pumpkin give away and his enjoyment with meeting more people of Richfield as Mayor.

Council Member Howard spoke regarding Wood Lake Nature Center and Friends of Wood Lake Half-Haunted House and thanked the volunteers and staff and the City receiving the Community Builder Award from Aeon.

Council Member Regan Gonzalez spoke regarding the Community Builder Award from Aeon; thanked Richfield Police Department for the ceremony; and shared Metropolitan Airports Commission (MAC) updates including a Noise Oversight Committee listening session on October 25 at the MAC General Offices and on November 8 MAC District C open house at Bloomington City Hall.

Council Member Howard reminded everyone to vote for the school board election and referendums.

Item #4	APPROVAL OF THE AGENDA
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M/Elliott, S/Trautmann to approve the agenda.

Motion carried 5-0.

Item #5	CONSENT CALENDAR
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City Manager Devich presented the consent calendar.

- A. Consideration of the approval of resolutions for a Petition and Waiver Agreement and for the assessment of costs for the abatement of a hazardous property. Staff Report No. 171

RESOLUTION NO. 11424
 RESOLUTION APPROVING PETITION AND WAIVER AGREEMENT
 WITH RESPECT TO THE SPECIAL ASSESSMENT OF ABATEMENT
 COSTS AND ATTORNEY FEE JUDGMENT RELATING TO 7144 4TH
 AVENUE S, RICHFIELD, MINNESOTA 55423

RESOLUTION NO. 11425
 RESOLUTION AESSING COSTS INCURRED FOR THE ABATEMENT
 OF A HAZARDOUS PROPERTY RELATING TO 7144 4TH AVENUE
 SOUTH, RICHFIELD, MINNESOTA 55423

This resolution appears as Resolution No. 11424 and 11425.

- B. Consideration of the approval of a resolution amending the 2017-2018 labor agreement with the International Union of Operating Engineers Local 49. Staff Report No. 172

RESOLUTION NO. 11426
 RESOLUTION DESIGNATING CITY'S CONTRIBUTION TOWARDS
 HEALTH AND DENTAL INSURANCE PREMIUMS FOR EMPLOYEES
 COVERED BY THE INTERNATIONAL UNION OF OPERATING
 ENGINEERS LOCAL 49

This resolution appears as Resolution No. 11426.

- C. Consideration of the award of contract to Shank Constructors, Inc. for the replacement of lime slakers in the water plant in the amount of \$383,800 and authorizing the City Manager to approve any contract changes under \$100,000 without further City Council authorization. Staff Report No. 173
- D. Consideration of the approval of the purchase of a backhoe loader from Ziegler Inc. for \$135,745 (less \$31,375 trade-in allowance, totaling \$104,370) for use by the Public Works Department. Staff Report No. 174
- E. Consideration of the approval of a new Therapeutic Massage Enterprise license for Professional Integrative Bodywork, LLC, located at 2934 66th Street West, Suite 25. Staff Report No. 175
- F. Consideration of the approval of the renewal of the contract with Adesa Minneapolis for 2017-2018 for auctioning forfeited vehicles from Public Safety/Police. Staff Report No. 176
- G. Consideration of the approval of a facility dedication request to dedicate the sledding hill in Monroe Park to the memory of Nicole Stavros. Staff Report No. 177
- H. Consideration of the approval to transfer projects to the Richfield Economic Development Authority. Staff Report No. 178

RESOLUTION NO. 11427
 RESOLUTION RELATING TO THE RICHFIELD ECONOMIC
 DEVELOPMENT AUTHORITY; TRANSFERRING CERTAIN PROJECTS

TO SUCH AUTHORITY; AND APPROVING MATTERS IN CONNECTION THEREWITH

This resolution appears as Resolution No. 11427.

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

Motion carried 5-0.

Item #6	CONSIDERATION OF ITEMS, IF ANY, REMOVED FROM THE CONSENT CALENDAR
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None.

Item #7	PUBLIC HEARING REGARDING THE SPECIAL ASSESSMENT ROLL FOR UNPAID FALSE ALARM USER FEES AGAINST PRIVATE PROPERTY. (S.R. NO. 179)
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Mayor Elliott presented Staff Report No. 179 and opened the public hearing.

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

Motion carried 5-0.

M/Elliott, S/Howard to approve a resolution adopting the assessment for unpaid false alarm user fees against private property.

RESOLUTION NO. 11428
RESOLUTION ADOPTING ASSESSMENT FOR UNPAID FALSE ALARM FEES FROM PRIVATE PROPERTY

Motion carried 5-0. This resolution appears as Resolution No. 11428.

Item #8	PUBLIC HEARING REGARDING THE SPECIAL ASSESSMENT ROLL FOR WEED ELIMINATION FROM PRIVATE PROPERTY AND REMOVAL OR ELIMINATION OF PUBLIC HEALTH OR SAFETY HAZARDS FROM PRIVATE PROPERTY. (S.R. NO. 180)
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Council Member Regan Gonzalez presented Staff Report No. 180 and opened the public hearing.

Mark Klein, 6937 Nicollet Ave, spoke regarding their assessment and believed the City erred in mowing their lawn prior to the date provided on the notice.

City Manager Devich responded the City will look into the matter and respond to Mr. Klein.

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

Motion carried 5-0.

M/Regan Gonzalez, S/Elliott to approve a resolution adopting the assessment for weed elimination from private property and removal or elimination of public health or safety hazards from private property.

RESOLUTION NO. 11429
RESOLUTION ADOPTING ASSESSMENT FOR
WEED ELIMINATION FROM PRIVATE PROPERTY AND REMOVAL OR
ELIMINATION OF PUBLIC HEALTH OR SAFETY HAZARDS FROM
PRIVATE PROPERTY

Motion carried 5-0. This resolution appears as Resolution No. 11429.

Item #9	CANCEL A PUBLIC HEARING TO CONSIDER A RESOLUTION GRANTING APPROVAL OF THE FINAL PLAT OF THE CEDAR POINT COMMONS SECOND ADDITION. (S.R. NO. 181)
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Council Member Garcia presented Staff Report No. 181 and opened the public hearing.

M/Garcia, S/Regan Gonzalez to cancel a public hearing to consider approval of a final plat for the Cedar Point Commons Second Addition.

Motion carried 5-0.

Item #10	CONSIDERATION OF THE APPROVAL OF AN ORDINANCE AMENDING RESIDENTIAL DRIVEWAY REGULATIONS AND CONSIDERATION OF A RESOLUTION AUTHORIZING SUMMARY PUBLICATION OF SAID ORDINANCE. (S.R. NO. 182)
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Council Member Howard presented Staff Report No. 182. He discussed the impetus for this change and thanked City staff for their work on the issue. He asked staff to provide additional information.

Associate Planner Brillhart provided additional information from the staff report.

Mayor Elliott asked if there was a visual to provide more clarification on the changes.

Associate Planner Brillhart displayed pictures provided in the staff report and described the changes as shown in the diagrams and pictures.

M/Howard, S/Elliott to approve an ordinance amending residential driveway regulations and approve a resolution authorizing summary publication of an ordinance amending residential driveway regulations.

RESOLUTION NO. 11430
RESOLUTION APPROVING SUMMARY PUBLICATION
OF AN ORDINANCE TO UPDATE RESIDENTIAL DRIVEWAY
REGULATIONS

Motion carried 5-0. This resolution appears as Resolution No. 11430.

Item #11	CONSIDERATION OF THE APPROVAL OF A RESOLUTION AUTHORIZING THE CITY OF RICHFIELD TO ENTER INTO A LOCAL ROAD IMPROVEMENT PROGRAM GRANT AGREEMENT WITH THE MINNESOTA DEPARTMENT OF TRANSPORTATION FOR \$4,310,000 TO BE USED IN RIGHT-OF-WAY ACQUISITION FOR THE 77TH STREET EXTENSION AND CROSSING OF TRUNK HIGHWAY 77. (S.R. NO. 183)
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Council Member Garcia presented Staff Report No. 183.

M/Garcia, S/Elliott to approve a resolution authorizing the City of Richfield to enter into a Local Road Improvement Program Grant Agreement with the Minnesota Department of Transportation (MnDOT Agreement No. 1029344) for \$4,310,000 to be used in right-of-way acquisition for the 77th Street Extension and Crossing of Trunk Highway 77.

RESOLUTION NO. 11431
 RESOLUTION AUTHORIZING THE CITY OF RICHFIELD TO ENTER INTO A LOCAL ROAD IMPROVEMENT PROGRAM (LRIP) GRANT AGREEMENT WITH THE MINNESOTA DEPARTMENT OF TRANSPORTATION FOR \$4,310,000 FOR PURCHASE OF RIGHT OF WAY ASSOCIATED WITH THE 77TH STREET EXTENSION AND CROSSING OF TRUNK HIGHWAY 77

Motion carried 5-0. This resolution appears as Resolution No. 11431.

Item #12	CONSIDERATION OF THE APPROVAL OF RESOLUTIONS TO EITHER APPROVE OR DENY A CONDITIONAL USE PERMIT AND VARIANCES FOR A RESTAURANT WITH A DRIVE-THRU AT 6529 PENN AVENUE, 6545 PENN AVENUE AND 2210 66TH STREET WEST. (S.R. NO. 184)
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Council Member Trautmann presented Staff Report No. 184. He commented he had visited a Dunkin Donuts in New Hope to listen to the drive thru speaker system. He stated he was in favor of the application. Council Member Regan Gonzalez asked if the New Hope location had the new technology. Council Member Trautmann stated he did not know.

Damon Dranchak, Dunkin Donuts Franchisee, stated the location in New Hope did not have the new technology and described how the technology they were proposing worked.

Council Member Howard commented that he went to the McDonald's in New Hope, which has the new technology, and did not believe there would be an issue with noise.

Mayor Elliott discussed the impact of this development on Penn Avenue and felt comfortable with the proposal.

Council Member Howard asked if the developer/franchisee could assure the Council that they would work with residents if there were issues. Karla Carlson, Penn Avenue Partners II, assured they would do everything they can to work with residents on any issues, but doesn't believe there will be an issue with the technology and buffer.

Council Member Howard asked about the buffer. Karla Carlson and Assistant Community Development Director Poehlman stated the additional buffer was agreed to and language is provided in the approval resolution. Council Member Howard stated his support for the project.

M/Trautmann, S/Regan Gonzalez to approve a resolution to approve a conditional use permit and variances for a restaurant with a drive-thru at 6529 Penn Avenue, 6545 Penn Avenue and 2210 66th Street West.

RESOLUTION NO. 11433
RESOLUTION APPROVING A CONDITIONAL USE PERMIT AND
VARIANCES FOR A RESTAURANT WITH DRIVE-THRU AT 6529 PENN
AVENUE AND SITE PLAN APPROVAL AT 6545 PENN AVENUE AND
2210 66TH STREET W

Motion carried 5-0. These resolutions appear as Resolution No. 11433.

Item #13	CONSIDERATION OF YOUTH APPOINTMENTS TO CITY ADVISORY BOARD/COMMISSIONS. (S.R. NO. 185)
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Council Member Regan Gonzalez presented Staff Report No. 185.

Council Member Regan Gonzalez read the names and commissions of those appointed:

- Ruth Kiflu – Advisory Board of Health
- Hayley Hedges – Community Services Commission
- Diana Bautista – Community Services Commission
- Grace Verbrugge – Human Rights Commission
- Matthew Kiflu – Human Rights Commission

M/Regan Gonzalez, S/Elliott to appoint persons to fill vacant youth terms on City advisory board/commissions.

Motion carried 5-0.

Item #14	CONSIDERATION OF THE CITY COUNCIL'S APPROVAL OF THE MAYOR'S APPOINTMENT OF A HOUSING AND REDEVELOPMENT AUTHORITY (HRA) COMMISSIONER. (S.R. NO. 186)
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Mayor Elliott presented Staff Report No. 186.

Mayor Elliott commented that although it is the Mayor's appointment, the cooperative work of the Council allowed him to solicit feedback from the other Council Members in making a selection and announced he would request appointment of Erin Vrieze Daniels.

M/Garcia, S/Elliott to approve the Mayor's appointment of Erin Vrieze Daniels as an HRA Commissioner for a five year term commencing November 20, 2017 and expiring November 20, 2022.

Motion carried 5-0.

Item #15	CITY MANAGER’S REPORT
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City Manager Devich discussed the Richfield Police Department awards and that he was proud of the RPD. He also discussed the path to getting the 77th Street Underpass completed.

Item #16	CLAIMS AND PAYROLLS
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M/Garcia, S/Elliott that the following claims and payrolls be approved:

U.S. Bank	10/24/17
A/P Checks: 262904 - 263299	\$ 1,399,399.70
Payroll: 131170 – 131490 - 131825 ; 42783	<u>638,513.73</u>
TOTAL	\$ 2,037,913.43

Motion carried 5-0.

OPEN FORUM

None.

Item #17	ADJOURNMENT
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The City Council Meeting was adjourned by unanimous consent at 8:26 p.m.

Date Approved: November 20, 2017

Pat Elliott
Mayor

Jared Voto
Executive Aide/Analyst

Steven L. Devich
City Manager