



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

July 24, 2018

CALL TO ORDER

The work session was called to order by Mayor Elliott at 6:00 p.m. in the Babcock Room.

Council Members Present: Pat Elliott, Mayor; Edwina Garcia; Maria Regan Gonzalez; Michael Howard; and Simon Trautmann.

Item #1	DISCUSSION REGARDING APPOINTMENTS TO THE HUMAN RIGHTS COMMISSION
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Council Members reviewed the application materials and discussed the applicants to fill the vacancies on the Human Rights Commission.

ADJOURNMENT

The work session was adjourned by unanimous consent at 6:17 p.m.

Date Approved: August 21, 2018

Pat Elliott
Mayor

Jared Voto
Executive Aide/Analyst

Steven L. Devich
City Manager



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

July 24, 2018

CALL TO ORDER

The work session was called to order by Mayor Elliott at 6:18 p.m. in the Bartholomew Room.

Council Members Present: Pat Elliott, Mayor; Edwina Garcia; Maria Regan Gonzalez; Michael Howard; and Simon Trautmann.

Staff Present: Steven L. Devich, City Manager; Kristin Asher, Public Works Director; Jeff Pearson, City Engineer; Mike Petersen, Utility Supervisor/Engineer; and Jared Voto, Executive Aide/Analyst.

Item #1	COMPREHENSIVE PLAN: UTILITIES OVERVIEW
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Utility Supervisor/Engineer Petersen presented water treatment statistics, water plant upgrades, water distribution statistics, and water usage statistic in Richfield. He discussed the water comprehensive plan including the purpose of the plan and how the plan is used; the plan found the city has adequate capacity. He also presented information on the water system condition assessment that includes a desktop analysis and a condition assessment using non-destructive techniques. Next, Utility Supervisor/Engineer Petersen presented a summary of the sanitary sewer comprehensive plan; the plan found the city has adequate capacity. He discussed maintenance practices and future sewer lining. Lastly, he reviewed the next steps for the comprehensive plan, with Metropolitan Council's review and approval.

Council Members asked questions about a previous work session topic on the potential use of surface water that was being discussed by the Metropolitan Council and financing of the required maintenance items.

Public Works Director Asher responded that the Metropolitan Council item seems to have gone away and discussed the capital investments in our water and sanitary systems.

Item #2	LOCAL SURFACE WATER MANAGEMENT PLAN
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City Engineer Pearson presented an overview of the Surface Water Management Plan including the major sections of the plan: land and water resource inventory, assessment of issues and opportunities, goals, strategies, and policies, and implementation program.

Council Member Regan Gonzalez asked that this information be shared with the public.

City Engineer Pearson stated the plan is posted online and they would be sharing it through social media.

ADJOURNMENT

The work session was adjourned by unanimous consent at 6:59 p.m.

Date Approved: August 21, 2018

Pat Elliott
Mayor

Jared Voto
Executive Aide/Analyst

Steven L. Devich
City Manager



CITY COUNCIL MEETING MINUTES

Richfield, Minnesota

Regular Meeting

July 24, 2018

CALL TO ORDER

The meeting was called to order by Mayor Elliott at 7:00 p.m. in the Council Chambers.

Council Members Present: Pat Elliott, Mayor; Maria Regan Gonzalez; Edwina Garcia; Michael Howard; and Simon Trautmann.

Staff Present: Steven L. Devich, City Manager; Mary Tietjen, City Attorney; John Stark, Community Development Director; Jay Henthorne, Chief of Police; Kristin Asher, Public Works Director; Jennifer Anderson, Support Services Manager; and Jared Voto, Executive Aide/Analyst.

OPEN FORUM

None.

PLEDGE OF ALLEGIANCE

Mayor Elliott led the Pledge of Allegiance.

APPROVAL OF MINUTES

M/Elliott, S/Howard to approve the minutes of the: (1) City Council work session of July 10, 2018; and (2) City Council meeting of July 10, 2018.

Motion carried 5-0.

Item #1	COUNCIL DISCUSSION <ul style="list-style-type: none"> Hats Off to Hometown Hits
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Mayor Elliott gave a teaser about a citizen of Richfield -- a special educator who received an honor from an important organization in the metropolitan area – that he will be sharing information on at a future meeting.

Council Member Trautmann spoke regarding the “Wild Wings” program on August 14 at the Wood Lake Nature Center; and Sanneh Foundation soccer camp at Taft Park.

Council Member Howard spoke regarding Nite to Unite on Tuesday, August 7, and encouraged everyone to get out and connect with their neighbors.

Council Member Regan Gonzalez spoke regarding the Urban Wildland Half Marathon and 5K on Saturday, July 28; folk and blues concert at 6:30 p.m. on July 25 at the Lyndale Garden Center & Amphitheater behind Lakewinds Coop; and welcomed community members from Partnership Academy attending the Council meeting.

Council Member Garcia spoke regarding Assumption Church’s annual fall festival on August 19; the Augsburg Park concert series continues on July 26 at 7 p.m.; Richfield Farmers Market every Saturday morning starting at 7:30 a.m. in Veterans Park; recognized the two Richfield firefighters who delivered a baby in Richfield on July 5; and welcomed Justice Trautmann, Council Member Trautmann’s son and community members from Partnership Academy to the Council meeting.

Item #2	APPROVAL OF THE AGENDA
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M/Howard, S/Elliott to approve the agenda

Motion carried 5-0.

Item #3	CONSENT CALENDAR
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City Manager Devich presented the consent calendar.

- A. Consideration of the adoption of a resolution authorizing a partnership agreement between the City of Richfield and the Minnesota Department of Transportation (MnDOT) for the purchase/storage of salt through June 30, 2022. (MnDOT Contract No. 1030429) (S.R. No. 122)

RESOLUTION NO. 11524
 RESOLUTION AUTHORIZING THE CITY OF RICHFIELD TO ENTER
 INTO MNDOT PARTNERSHIP AGREEMENT NO. 1030429 WITH THE
 MINNESOTA DEPARTMENT OF TRANSPORTATION FOR THE
 PURCHASE/STORAGE OF SALT UNTIL JUNE 30, 2022

This resolution appears as Resolution No. 11524.

- B. Consideration of the approval of a Temporary On Sale Intoxicating Liquor license for the Church of the Assumption, located at 305 77th Street East, for their annual festival taking place August 19, 2018. (S.R. No. 123)
- C. Consideration of the adoption of a resolution supporting a grant application to the Minnesota Department of Employment and Economic Development for the Cedar Point II Housing redevelopment project. (S.R. No. 124)

RESOLUTION NO. 11525
 RESOLUTION AFFIRMING AND RATIFYING CITY’S STAFF
 SUBMITTAL OF AN APPLICATION AND AUTHORIZING CONTRACT
 SIGNATURE TO THE MINNESOTA DEPARTMENT OF EMPLOYMENT
 AND ECONOMIC DEVELOPMENT (DEED) FOR REDEVELOPMENT

GRANT FUNDS FOR THE CEDAR POINT HOUSING REDEVELOPMENT AREA

This resolution appears as Resolution No. 11525.

M/Elliott, S/Regan Gonzalez to approve the consent calendar.

Mayor Elliott and Council Member Trautmann asked that additional information be shared on the grant application related to Item 3.C.

Community Development Director Stark discussed the grant application and the use of leveraging other organization’s funds to assist in completing projects within the city.

Motion carried 5-0.

Item #4	CONSIDERATION OF ITEMS, IF ANY, REMOVED FROM THE CONSENT CALENDAR
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None.

Item #5	CONSIDERATION OF THE APPROVAL OF THE FIRST READING OF AN ORDINANCE AMENDING SECTION 300 OF THE CODE OF ORDINANCES FORMALLY ESTABLISHING A FINANCE DEPARTMENT AND DIRECTOR OF FINANCE POSITION WITHIN THE CITY ORGANIZATION AND AMENDING SUBSECTION 315.11 TO CLARIFY THE TITLE OF DIRECTOR. (S.R. NO. 125)
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Mayor Elliott presented Staff Report No. 125.

City Manager Devich discussed the proposed change to the organization and moving the Finance Department into its own department and reporting directly to the City Manager.

M/Elliott, S/Trautmann to approve the first reading of an ordinance amending Section 300 of the Code of Ordinances formally establishing a Finance Department and Director of Finance position within the City organization and amending Subsection 315.11 to clarify the title of Director.

Motion carried 5-0.

Item #6	CONSIDERATION OF THE ADOPTION OF A RESOLUTION GRANTING AN AMENDMENT TO A PLANNED UNIT DEVELOPMENT TO ALLOW CONSTRUCTION OF A K-8 SCHOOL AT 6500 NICOLLET AVENUE (BREMER BANK SITE). (S.R. NO. 126)
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Council Member Garcia presented Staff Report No. 126. Council Member Garcia asked about the neighbors thoughts of the parking situation in the area.

Community Development Director Stark discussed the nearby doctor’s office is concerned because some of their staff uses spaces on the Bremer Bank site. Staff has spoken with the HUB management and they are willing to work with Partnership Academy. The resolution states that with

the current parking they have on site they could not operate at full capacity and they need to show evidence that they have expanded parking on-site or secured parking on an abutting property in order to expand more grades. He stated staff is satisfied they can meet parking requirements and they are capped until they provide evidence they have additional parking.

Mayor Elliott asked about the ability to solicit assistance from the 494 commuter services group with a commuting option for the staff of Partnership Academy.

Community Development Director Stark responded that is an opportunity and Partnership Academy stated a number of their staff use transit. Partnership Academy can also come in with a travel demand management plan that shows that they do not need additional parking due to programs for their staff.

Mayor Elliott offered to have the Executive Director of the 494 commuter services come out to talk with the school and staff.

Council Member Garcia stated they do not want parking issues and asked if the applicant had looked at other sites that do not have parking limitations. She also discussed this would remove the location from the tax rolls.

Community Development Director Stark discussed staff has worked with Partnership Academy since around 2006 looking at different sites within the city. He discussed the issues typically with parking are with residential tenants or retail customer parking, which no one has control over, but this isn't an issue because it has to do with staff parking and the school has some control over their staff's parking.

Council Member Regan Gonzalez stated she is excited about Partnership Academy expanding and staying in Richfield.

M/Garcia, S/Regan Gonzalez to adopt a resolution granting an amended planned unit development, conditional use permit, and final development plans for a K-8 school at 6500 Nicollet Avenue.

RESOLUTION NO. 11526
RESOLUTION APPROVING AN AMENDED FINAL DEVELOPMENT
PLAN AND CONDITIONAL USE PERMIT TO ALLOW CONSTRUCTION
OF A K-8 SCHOOL AT THE HUB SHOPPING CENTER PLANNED UNIT
DEVELOPMENT

Motion carried 5-0. This resolution appears as Resolution No. 11526.

Item #7	CONSIDERATION OF THE APPOINTMENTS OF TWO ADULT MEMBERS TO THE HUMAN RIGHTS COMMISSION. (S.R. NO. 127)
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Council Member Howard presented Staff Report No. 127.

M/Howard, S/Elliott to appoint to the Human Rights Commission Katherine Goodemote with a term expiring January 31, 2019, and Robert Mulcahy with a term expiring January 31, 2020.

Motion carried 5-0.

Item #8	CITY MANAGER’S REPORT
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City Manager Devich reminded the City Council of an August 2 special council meeting to interview executive search firms and make a selection that evening. He also discussed the groundbreaking for the Chamberlain project and the grand re-opening for the Penn Avenue Liquor store on Friday, July 20, and thanked Council Member Trautmann for attending. He discussed the profits go to benefit the recreation amenities in the community.

Item #9	CLAIMS AND PAYROLLS
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M/Garcia, S/Elliott that the following claims and payrolls be approved:

U.S. Bank	07/24/18
A/P Checks: 269531 - 270020	\$ 1,646,207.46
Payroll: 137798 - 138178	701,048.75
TOTAL	<u>\$ 2,347,256.21</u>

Motion carried 5-0.

OPEN FORUM

None.

Item #10	ADJOURNMENT
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The meeting was adjourned by unanimous consent at 7:35 p.m.

Date Approved: August 21, 2018

Pat Elliott
Mayor

Jared Voto
Executive Aide/Analyst

Steven L. Devich
City Manager