



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

April 23, 2019

CALL TO ORDER

The meeting was called to order by Mayor Regan Gonzalez at 6:00 p.m. in the Bartholomew Room.

Council Members Present: Maria Regan Gonzalez, Mayor; Edwina Garcia; Mary Supple; Simon Trautmann; and Ben Whalen.

Staff Present: Katie Rodriguez, City Manager; Jeff Pearson, City Engineer; Mary Tietjen, City Attorney; Elizabeth VanHoose, City Clerk; and Jared Voto, Assistant to the City Manager.

Item #1	I-494 PROJECT LOCAL GOALS FOLLOW-UP
----------------	--

City Engineer Pearson discussed the draft goals and specifically those that were changed or added based on comments made at the previous work session on April 9, 2019.

Council Members thanked staff for the update, incorporating the input received, and commented that this could be a practice incorporated in other processes.

City Engineer Pearson stated he would finalize the document.

Item #2	PROPOSED CHANGES TO THE CITY OF RICHFIELD CHARTER
----------------	--

City Manager Rodriguez discussed the purpose of the work session and an overview of the memo from City Attorney Tietjen.

City Clerk VanHoose discussed a handout on voter turn over the last four elections; three special and one regular. She also discussed the possibility of looking into adding a special election to a school board election, which are in odd years, in case the Council is interested in not waiting the two years.

Council Member Garcia asked about the cost of the most recent election.

City Clerk VanHoose stated she didn't have the latest numbers but it is comparable to the 2015 special election that cost approximately \$50,000.

Council Member Whalen commented about the cost of adding a special election to a normal election is under \$1,000.

City Clerk VanHoose concurred and stated the only cost would be the legal notices.

City Attorney Tietjen discussed the memo she prepared concerning this matter. She also discussed the process for the Charter Commission recommending a change of the charter to the City Council and then the Council would need to unanimously approve the changes for them to go into effect. Lastly, she discussed five points for the Council to consider in changes to the charter, of which three of them are mainly housekeeping items.

Council Member Whalen asked about going above and beyond in the notification of special elections, such as Facebook and our website.

City Clerk VanHoose and City Attorney Tietjen agreed those methods would still be used and the items listed in the charter would be more official postings for the newspaper and website and doesn't preclude any other notifications.

Council Member Trautmann thanked City Clerk VanHoose for her work on these recent special elections. He stated the path of the statutory cities seemed most clear.

City Attorney Tietjen further discussed the two larger policy considerations raised in her memo that have to do with the amount of time remaining in a term of office before a special election is required and appointment process and the appointment process.

Mayor Regan Gonzalez asked if at some cities there is a formal recognition if someone is appointed that they will not run for the seat in the next election.

City Attorney Tietjen was unsure if that is the case and the constitutionality of such a prohibition.

Council Member Garcia discussed her resignation from the City Council in 1985 when she was elected to the Minnesota House of Representatives and the issues that were raised when a vacancy wasn't declared by the Council. She also asked about the process to change the charter.

City Attorney Tietjen responded the Charter Commission makes a formal recommendation to the Council, similar to adopting an ordinance and other procedural requirements.

Council Member Garcia discussed the history of the Charter Commission including when members of the City Council were all elected at-large and not by ward, as is the case currently. She stated that the change to wards was voted on by the residents of Richfield.

Council Member Supple commented that she was in favor of extending the requirements for a special election from six months, as it is currently, to nine months or one year but thought an appointment for two years, as State law allows, was too long.

Council Member Garcia concurred with having it at one year.

Council Member Whalen discussed the difficulty separating the two issues of when a special election is required and also only holding them at the same time as a general election and asked for clarification on this.

City Attorney Tietjen responded you would have the option of holding the special election earlier but have the option of waiting until the next general election.

Council Member Trautmann asked for clarification if they would appoint an interim council member and then hold a special election on a general election date.

City Attorney Tietjen responded that is one option and that it is not required to wait until the next general election, but not a requirement, and a special election could be held on any of the dates allowed by State law.

Council Member Trautmann discussed having a special election outside of a general election date does not remove the administrative burden on the City Clerk's office.

City Attorney Tietjen discussed additional policy considerations before the Council and discussed the current provisions in the charter and asked if the Council was interested in adding flexibility by making appointments, as some other charters have available.

Council Member Supple asked if charters generally outline the procedure for making the appointment.

City Attorney Tietjen responded that most charters are more broad and do not get into that detail. She stated every city has its own process and up to the Council.

Council Member Supple commented that she would be in favor if it was less than 90 days the incoming official could start early, but was unsure if 30 days was enough time to interview people and make a selection.

City Manager Rodriguez commented that the vacancies occurring recently happen due to elections and having an appointment for 2 years coincides with the next general election, while there is a negative to this because it is a longer appointment. She stated if appointments were for a year or less it would not remove the administrative burden of needing a special election.

Mayor Regan Gonzalez summarized that a majority of Council agrees in revisiting changes to the charter to make something more efficient makes sense and felt that additional information and options may need to be brought forward to fully understand the implications of changes.

Council Member Whalen agreed and stated he is open to changes, including increasing the six months to one year, and suggested having a few options provided for changes to the charter and how those changes would have affected recent scenarios that we have had with special elections.

City Attorney Tietjen agreed and suggested having another meeting with different scenarios and commented that there appears to be support on the Council to move the six month restriction to at least one year and providing more flexibility.

City Manager Rodriguez stated that this would a good discussion and a number of Charter Commission members in attendance could take the information discussed and propose some changes or scenarios.

Mayor Regan Gonzalez thanked the Charter Commission for giving the input and commented it might be helpful to have the Charter Commission at the next work session on this topic.

ADJOURNMENT

The work session was adjourned by unanimous consent at 6:46 p.m.

Date Approved: May 14, 2019

Maria Regan Gonzalez
Mayor

Jared Voto
Assistant to the City Manager

Katie Rodriguez
City Manager



CITY COUNCIL MEETING MINUTES

Richfield, Minnesota

Regular Meeting

April 23, 2019

CALL TO ORDER

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

Council Members Present: Maria Regan Gonzalez, Mayor; Mary Supple; Edwina Garcia; Simon Trautmann; and Ben Whalen.

Staff Present: Katie Rodriguez, City Manager; Mary Tietjen, City Attorney; Pam Dmytrenko, Administrative Services Director/Assistant City Manager; John Stark, Community Development Director; Rachel Lindholm, Minnesota GreenCorps Member; and Jared Voto, Assistant to the City Manager.

OPEN FORUM

None.

PLEDGE OF ALLEGIANCE

Mayor Regan Gonzalez led the Pledge of Allegiance.

APPROVAL OF MINUTES

M/Garcia, S/Trautmann to approve the minutes of the: (1) Special City Council work session of April 9, 2019; and (2) Regular City Council meeting of April 9, 2019.

Motion carried 5-0.

Item #1	METROPOLITAN COUNCIL REPRESENTATIVE MOLLY CUMMINGS
----------------	---

Council Member Trautmann introduced Metropolitan Council District 5 Council Member Molly Cummings and invited her to speak.

Council Member Cummings introduced herself. She had formerly been the Mayor of the City of Hopkins and has joined the Metropolitan Council as representative for District 5. She stated she is

...serving on the Transportation Committee and Community Development Committee and discussed her excitement to build a relationship with Richfield.

Council Member Garcia welcomed Council Member Cummings to Richfield and looked forward to getting to know her and working with her in the future.

Mayor Regan Gonzalez thanked Council Member Cummings for her attendance and stated she looked forward to working together.

Item #2	PROCLAMATION OBSERVING EARTH DAY, ARBOR DAY, AND ARBOR MONTH
----------------	---

Rachel Lindholm thanked the approximately 45 council members, city staff, commissioners, and residents who came out to clean up Veterans Park today and discussed the interesting items that were picked up including a tire and fire extinguisher.

Mayor Regan Gonzalez read aloud a proclamation observing Earth Day, Arbor Day, and Arbor Month.

Council Member Garcia thanked Ms. Lindholm for her work on the Organics Task Force and sustainability for the City.

Item #3	COUNCIL DISCUSSION <ul style="list-style-type: none"> • Hats Off to Hometown Hits
----------------	---

Council Member Whalen spoke regarding attending the South Education Center’s Art Fair this past weekend and was impressed by everything he saw; thanked all of the groups doing park clean-ups; and mentioned he started a monthly Ward 3 electronic newsletter and people can sign up by emailing or talking to him.

Council Member Supple spoke regarding the Minnesota Department of Revenue’s Senior Citizens Property Tax Deferral program and listed the qualifications and encouraged those who qualified to participate in the program; Unity in the Community hosted by the Joint Community Police Partnership is on Sunday, May 5 from 2 to 5 p.m. at Veterans Park; MIRA is hosting their 4th Latina Women’s Fair at House of Prayer Lutheran Church on Friday, May 10 from 5 to 8 p.m.; the 2019 Richfield Garden Club Plant and Gardeners Garage Sale is on May 18 and 19 at Richfield History Center Bartholomew House located at 69th and Lyndale; and the Annual South of the River Powwow hosted by the South Metro Indian Education Committee is on Saturday, May 18 at Burnsville High School and features a lot of Richfield dancers.

Council Member Garcia spoke regarding the Richfield Police Department is holding a drug takeback event on Saturday, April 27 from 10 a.m. to 2 p.m. at Richfield City Hall; and she attended the awards program for Transportation Resource to Aid Independent Living (TRAIL), an organization that provides transportation services for developmentally disabled adults and receives funding from the City through the social services program, on April 22 and received their TRAIL Blazer award on behalf of the City of Richfield.

Council Member Trautmann spoke regarding the Friends of Wood Lake dinner on Friday, April 26 and stated it’s a great way to support Wood Lake; invited people to apply for naturalist internships, paid and unpaid, at the Wood Lake Nature Center; and discussed Sheridan Story, a non-profit

organization that provides food for children throughout the Twin Cities, including Richfield, who are food insecure and encouraged residents to find out more and volunteer.

Mayor Regan Gonzalez spoke regarding attending the League of Women Voters (LWV) annual meeting, along with Council Members Garcia and Supple, and invited other residents to get involved with the LWV civic activities, with their next meeting on Saturday, May 18 and people can get more information by emailing Maureen at mascaglia@comcast.net; Open Streets at Penn Fest is on September 15 from 1 to 5 p.m. and is taking application on the City's website from organizations, businesses and community groups who are interested in participating in the event; the Richfield School District is looking for donations until May 31 for the 2019 Senior Class Party (the 50th anniversary) and you can contact Tina Lavin at petinalavin@gmail.com for donations; and thanked everyone who came out to the park clean-up today and the other groups that are cleaning up the parks.

Item #4	APPROVAL OF THE AGENDA
----------------	-------------------------------

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

Motion carried 5-0.

Item #5	CONSENT CALENDAR
----------------	-------------------------

City Manager Rodriguez presented the consent calendar.

- A. Consider adoption of a resolution modifying a Health Care Savings Plan for International Association of Firefighters (IAF), Local 1215 bargaining unit employees. (S.R. No. 56)

RESOLUTION NO. 11621
RESOLUTION ESTABLISHING AN UPDATED AMENDED POST
EMPLOYMENT HEALTH CARE SAVINGS PLAN FOR FIREFIGHTER
EMPLOYEES (LOCAL 1215)

- B. Consider approval of a bid tabulation and award of a contract to Corrective Asphalt Materials, LLC for the 2019 Maltene Pavement Rejuvenation Project in the amount \$436,580, and authorize the City Manager to approve contract changes under \$175,000 without further City Council consideration. (S.R. No. 57)
- C. Consider approval of a proposal for Bolton & Menk to provide construction engineering services for the Lyndale Avenue Reconstruction Project for a fee not to exceed \$818,606. (S.R. No. 58)

M/Trautmann, S/Supple to approve the consent calendar.

Council Member Supple commented on that she appreciated the City offers the Health Care Savings Plan and was impressed by the quality control mechanisms outlined in Bolton & Menk's proposal.

Council Member Whalen agreed with Council Member Supple's comments on the Health Care Savings Plan and stated he was impressed with the community engagement efforts of Bolton & Menk.

Motion carried 5-0.

Item #6	CONSIDERATION OF ITEMS, IF ANY, REMOVED FROM THE CONSENT CALENDAR
----------------	--

None.

Item #7	CONSIDER ADOPTION OF REVISIONS TO THE INCLUSIONARY HOUSING POLICY WITH REGARDS TO HOUSING AND REDEVELOPMENT AUTHORITY SCATTERED-SITE PROGRAMS. (S.R. NO. 59)
----------------	---

Council Member Supple presented Staff Report No. 59.

M/Supple, S/Garcia to adopt a revised Inclusionary Housing Policy, clarifying language relating to the Housing and Redevelopment Authority's scattered-site housing programs.

Mayor Regan Gonzalez commented that this change makes sense to take into consideration not only new construction that is affordable but also improving existing housing and keeping it affordable over the long term.

Council Member Supple commented on an item that Housing and Redevelopment Authority Commissioner Pat Elliott highlighted at their meeting that non-housing development projects that receive financial assistance from the Housing and Redevelopment Authority, Economic Development Authority, or the City and might cause a loss of affordable housing and what will be done to either replace or mitigate the loss.

Council Member Whalen commented that he thought it made sense to include and prioritize rehab projects, especially in the current market, and thanked the Housing and Redevelopment Authority and staff for continuing to review and update the policy and viewing it as a working document as contexts, needs and options available to use continue to change.

Council Member Garcia commended Community Development Director Stark for his ability to pull together policies to respond to the housing challenges.

Community Development Director Stark thanked Council Members and commented he was glad that staff and policymakers are on the same page on these housing issues and have accomplished a lot in the last couple of years and reiterated these policies are living documents and require continuous review.

Council Member Trautmann added his support of this policy and stated there is no silver bullet to affordable housing, is glad homeownership part of the discussion and that housing/land trusts are a power tool that offers opportunities for families.

Motion carried 5-0.

Item #8	CITY MANAGER'S REPORT
----------------	------------------------------

City Manager Rodriguez stated she had nothing to report.

Item #9	CLAIMS AND PAYROLLS
----------------	----------------------------

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

U.S. Bank	04/23/19
A/P Checks: 276768 - 277160	\$ 1,388,859.56
Payroll: 144907 - 1445225	<u>655,500.68</u>
TOTAL	\$ 2,044,360.24

Motion carried 5-0.

OPEN FORUM

None.

Item #10	ADJOURNMENT
-----------------	--------------------

The meeting was adjourned by unanimous consent at 7:50 p.m.

Date Approved: May 14, 2019

Maria Regan Gonzalez
Mayor

Jared Voto
Assistant to the City Manager

Katie Rodriguez
City Manager