



**REGULAR CITY COUNCIL MEETING
VIRTUAL MEETING HELD VIA WEBEX
MARCH 23, 2021
7:00 PM**

INTRODUCTORY PROCEEDINGS

Call to order

Pledge of Allegiance

Open forum

Each speaker is to keep their comment period to three minutes to allow sufficient time for others. Individuals who wish to address the Council may call 612-861-0651 during the meeting or email kwynn@richfieldmn.gov before the meeting.

Approval of the Minutes of the (1) City Council Work Session March 09, 2021; (2) RBWMO annual meeting of March 09, 2021; and (3) City Council Meeting of March 09, 2021.

AGENDA APPROVAL

1. Approval of the Agenda
2. **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. Consider the approval of a bid tabulation and award of contract to Park Construction Co. for the 2021 Mill and Overlay project in the amount of \$525,858.77 and authorize the City Manager to approve contract changes under \$175,000 without further City Council consideration.
Staff Report No. 43
 - B. Consider the approval of the bid tabulation and award a contract to Visu-Sewer, Inc., for the 2021 Sanitary Sewer Rehabilitation Program in the amount of \$456,435.05 and authorize the City Manager to approve contract changes up to \$175,000 without further City Council consideration.
Staff Report No. 44
 - C. Approval of a resolution amending the allocation of the 2020 General Fund Budget.
Staff Report No. 45
3. Consideration of items, if any, removed from Consent Calendar

PUBLIC HEARINGS

4. Public hearing and consider the approval of a new On-Sale Intoxicating and Sunday Liquor licenses, with outside service and the optional 2 a.m. closing, for Pizza Luce VII, Inc. d/b/a Pizza Luce, located at 800 66th Street West.

Staff Report No. 46

PROPOSED ORDINANCES

5. Consider approval of an amendment to the City's Zoning Code that would allow for larger garage structures if an Accessory Dwelling Unit is attached, in the Single Family (R and R-1) Residential Districts, and approval of the related summary publication ordinance.

Staff Report No. 47

RESOLUTIONS

6. Consider a resolution supporting the City of Richfield's application to host a Minnesota GreenCorps member and authorizing the City Manager to execute a host site agreement with the Minnesota Pollution Control Agency.

Staff Report No. 48

OTHER BUSINESS

7. Consider approving the drafted Richfield Residential Solid Waste Management Goals.

Staff Report No. 49

CITY MANAGER'S REPORT

8. City Manager's Report

CLAIMS AND PAYROLLS

9. Claims and Payroll

COUNCIL DISCUSSION

10. Hats Off to Hometown Hits
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.



CITY COUNCIL MEETING MINUTES

Richfield, Minnesota

City Council Work Session

March 09, 2021

CALL TO ORDER

The meeting was called to order by Mayor Regan Gonzalez at 5:45 p.m. virtually via WebEx.

Council Members Present: Maria Regan Gonzalez, Mayor; Ben Whalen; Mary Supple; Simon Trautmann; and Sean Hayford Oleary

Staff Present: Katie Rodriguez, City Manager; Kristin Asher, Public Works Director; Joe Powers, City Engineer; Blanca Martinez Gavina, Executive Analyst; and Kelly Wynn, Senior Office Assistant.

Item #1

UPDATE ON THE I-494 VISION PLANNING AND RECENT SELECTION OF THE FIRST I-494 PROJECT BY THE I-494 POLICY ADVISORY COMMITTEE (PAC).

Director Asher gave a brief background of the I-494 project from MSP Airport to Hwy 169. She then gave a presentation that included:

- Implementation Plan Evaluation Criteria;
- Development Process;
- Development Outcomes;
- TAC Recommendations; and
- Implementation Plan.

Council Member Hayford Oleary inquired about the 2nd Ave bridge.

Engineer Powers stated, at this time, the 2nd Ave bridge does not need to be expanded but does have accessibility issues and needs further discussion.

Council Member Hayford Oleary said he would like the bridge to stay and be improved.

Council Member Supple asked about potential additional upgrades to the 35W flyover bridges.

Director Asher stated this is only Phase 1 and not the complete project vision.

Council Member Asher expressed gratitude for the Chicago Ave bridge being included.

Director Asher stated Project 1 of the project has been approved by the PAC.

Council Member Whalen asked what the funding looks like for the project.

Director Asher stated the current funding is identified as close the \$250million which is shy of the total cost for Project 1 and cost participation discussions will be coming.

Council Member Trautmann expressed appreciation for the coalition to bring safety and equity to the forefront of this project.

Director Asher stated the frontage roads are also included and community outreach is full steam ahead.

Engineer Powers spoke of the preliminary design for stormwater storage locations. The MnDOT design currently has holding areas around the 35W interchange and along I-494 to Hwy 77. There will be more information in the next few months regarding stormwater.

ADJOURNMENT

The work session was adjourned by unanimous consent at 6:12 p.m.

Date Approved: March 23, 2021

Maria Regan Gonzalez
Mayor

Kelly Wynn
Senior Office Assistant

Katie Rodriguez
City Manager



CITY COUNCIL MEETING MINUTES

Richfield, Minnesota

City Council Work Session RBWMO Meeting March 09, 2021

CALL TO ORDER

The meeting was called to order by Council Member Whalen at 6:15 p.m. virtually via WebEx.

Council Members Present: Maria Regan Gonzalez, Mayor; Ben Whalen; Mary Supple; Simon Trautmann; and Sean Hayford O'leary

Bloomington Council Present: Tim Busse, Mayor; Shawn Nelson; Patrick Martin; Jenna Cater; and Nathan Coulter

Bloomington Council Absent: Dwayne Lowman; Jack Baloga; Jenna Carter

Staff Present: Katie Rodriguez, City Manager; Kristin Asher, Public Works Director; Joe Powers, City Engineer; Mike Peterson, Assistant Utilities Superintendent; Patrick Martin, Water Resources/GIS Specialist; Blanca Martinez Gavina, Executive Analyst; and Kelly Wynn, Senior Office Assistant.

Bloomington Staff Present: Jamie Verbrugge, City Manager; Karl Keel, Public Works Director; Bryan Gruidl, Water Resources Engineer; Steve Gurney, Water Resources Specialist; Steve Christopher, MN Board of Water, Soil Resources Conservationist; Jack Distel, Water Resources Specialist; and Julie Long, City Engineer.

Item #1	APPROVAL OF THE MINUTES
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M/ Regan Gonzalez, S/Martin to approve the minutes of March 02, 2020 Annual Meeting.

Executive Analyst Martinez Gavina took roll call vote:

Regan Gonzalez: AYE
Supple: AYE
Trautmann: AYE
Hayford O'leary: AYE
Whalen: AYE
Busse: AYE
Nelson: AYE
Martin: AYE
Coulter: AYE

Motion carried 9-0

Item #2	APPROVAL OF THE AGENDA
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M/Supple, S/Coulter to approve the agenda.

Executive Analyst Martinez Gavina took roll call vote:

Regan Gonzalez: AYE

Supple: AYE

Trautmann: AYE

Hayford O'leary: AYE

Whalen: AYE

Busse: AYE

Nelson: AYE

Martin: AYE

Coulter: AYE

Motion carried 9-0

Item #3	ELECTION OF OFFICERS
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M/Coulter, S/Busse to nominate Council Member Patrick Martin as Chair.

M/Supple, S/Trautmann to nominate Council Member Sean Hayford O'leary as Vice Chair.

M/Regan Gonzalez, S/Supple to nominate Council Member Simon Trautmann as Secretary.

M/Martin, S/Nelson to nominate Council Member Nathan Coulter as Treasurer.

M/Busse, S/Martin to approve all nominations.

Executive Analyst Martinez Gavina took roll call vote:

Regan Gonzalez: AYE

Supple: AYE

Trautmann: AYE

Hayford O'leary: AYE

Whalen: AYE

Busse: AYE

Nelson: AYE

Martin: AYE

Coulter: AYE

Motion carried 9-0

Item #4	APPROVAL OF 2021 STAFF APPOINTMENTS
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M/Trautmann, S/Regan Gonzalez to approve continuation of staff appointments of Executive Director, Patrick Martin; and Assistant Executive Director, Bryan Gruidl.

Executive Analyst Martinez Gavina took roll call vote:

Regan Gonzalez: AYE

Supple: AYE

Trautmann: AYE

Hayford O'Leary: AYE

Whalen: AYE

Busse: AYE

Nelson: AYE

Martin: AYE

Coulter: AYE

Motion carried 9-0

Item #5	2020 EXECUTIVE DIRECTOR'S REPORT
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Executive Director Martin gave a brief background of the Richfield-Bloomington Watershed Management Organization (RBWMO) and Director's Report. He then presented on the following:

- Technical Advisory Committee;
- Community Advisory Commissions;
- 2020 Activity;
- Monitoring Program;
- Smith Park Pond;
- 2020 permit/variance/enforcement; and
- 2021 work plan.

Item #6	OTHER BUSINESS
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Assistant Executive Director Gruidl spoke on the following:

- Watershed-based funding;
- FY 2020/2021 Watershed-based implementation funding program;
- Minnesota Valley Refuge Friends; and
- Education and Outreach.

M/Trautmann, S/Busse for consideration to approve the annual report.

Executive Analyst Martinez Gavina took roll call vote:

Regan Gonzalez: AYE

Supple: AYE

Trautmann: AYE

Hayford O'Leary: AYE

Whalen: AYE

Busse: AYE

Nelson: AYE

Martin: AYE

Coulter: AYE

Motion carried 9-0

Assistant Executive Director Gruidl described the public notice that will be posted March 18, 2021.

M/Supple, S/Hayford Oleary to approve the public notice.

Executive Analyst Martinez Gavina took roll call vote:

Regan Gonzalez: AYE

Supple: AYE

Trautmann: AYE

Hayford Oleary: AYE

Whalen: AYE

Busse: AYE

Nelson: AYE

Martin: AYE

Coulter: AYE

Motion carried 9-0

Item #7	STATEMENT OF INSURANCE
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Assistant Executive Director Gruidl stated insurance will stay the same with League of Minnesota Cities and no action required.

ADJOURNMENT

M/ Coulter, S/Martin to adjourn the meeting. The meeting was adjourned by unanimous consent at 6:51 p.m.

Date Approved: March 23, 2021

Maria Regan Gonzalez
Mayor

Kelly Wynn
Senior Office Assistant

Katie Rodriguez
City Manager



CITY COUNCIL MEETING MINUTES

Richfield, Minnesota

Regular Council Meeting Virtual Meeting held via WebEx

March 09, 2021

CALL TO ORDER

The meeting was called to order by Mayor Maria Regan Gonzalez at 7:00 p.m. via WebEx.

Council Members Present: Maria Regan Gonzalez, Mayor; Ben Whalen; Mary Supple; and Sean Hayford Oleary

Staff Present: Katie Rodriguez, City Manager; Mary Tietjen, City Attorney; John Stark, Community Development Director; Chris Regis, Finance Director; Jennifer Anderson, Health Administrator; Jane Skov, IT Manager; Blanca Martinez Gavina, Executive Analyst; and Kelly Wynn, Senior Office Assistant

Others Present: Pejmon Nadimi, Sandy's Tavern; Jahn Brink, Sandy's Tavern; Tenzin Dangsang, Tibetan American Foundation of Minnesota.

PLEDGE OF ALLEGIANCE

Mayor Regan Gonzalez led the Pledge of Allegiance

OPEN FORUM

Senior Office Assistant Wynn reviewed the options to participate:

- Participate live by calling 612-861-0651 during the open forum portion
- Call prior to meeting 612-861-9711
- Email prior to meeting kwynn@richfielmn.gov

Senior Office Assistant Wynn stated there were no callers.

APPROVAL OF MINUTES

M/Whalen, S/Supple to approve the minutes of the (1) City Council Work Session February 23, 2021; (2) City Council Meeting of February 23, 2021; (3) Special City Council Work Session of March 02, 2021; and (4) Special City Council Work Session of March 4, 2021.

Executive Analyst Martinez Gavina took roll call vote:

Regan Gonzalez: AYE

Supple: AYE

Trautmann: AYE

Hayford Oleary: AYE

Whalen: AYE

Motion carried 5-0

Item #1	PROCLAMATION DECLARING MARCH 09, 2021 TIBET DAY
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Mayor Regan Gonzalez presented the proclamation and stated how important it is to recognize this every year to support Richfield residents along with their beliefs and values.

Tenzin Dangsang thanked Council for their support and the City of Richfield for proclaiming March 9 Tibet Day and recognized the other members of the Tibetan community present in the council meeting.

Item #2	APPROVAL OF THE AGENDA
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M/Hayford Oleary, S/Whalen to approve the agenda

Executive Analyst Martinez Gavina took roll call vote:

Regan Gonzalez: AYE

Supple: AYE

Trautmann: AYE

Hayford Oleary: AYE

Whalen: AYE

Motion carried 5-0

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

A. Consider a resolution requesting an advance payment of 2021-2025 Municipal State Aid (MSA) Street Funds to collect funds available from the completion of an eligible past project. Staff Report No. 34

RESOLUTION NO. 11830

RESOLUTION AUTHORIZING AN ADVANCE OF 2021-2025 MUNICIPAL STATE AID STREET FUNDS

B. Consider the approval of a resolution of support for MnDOT's Infrastructure for Rebuilding America (INFRA) grant application for Projects 1 and 2 of the I-494: US 169 to MSP Airport vision. Staff Report No. 35

RESOLUTION NO. 11831

**RESOLUTION SUPPORTING MNDOT'S
INFRASTRUCTURE FOR REBUILDING AMERICA (INFRA) GRANT
APPLICATION FOR PROJECTS 1 AND 2 OF
THE I494: US 169 TO MSP AIRPORT VISION**

C. Consider approval of a first reading of an amendment to the City's Zoning Code that would allow for slightly larger garage structures if an Accessory Dwelling Unit is attached, in the Single Family (R and R-1) Residential Districts. Staff Report No. 36

D. Consider the approval of setting a public hearing to be held on March 23, 2021, to consider the issuance of new On-Sale Intoxicating and Sunday licenses, with outside service and the optional 2 a.m. closing for Pizza Luce VII, Inc. d/b/a Pizza Luce, location at 800 66th Street West. Staff Report No. 37

E. Consider the adoption of resolutions granting subdivision waivers for property owned by the Richfield HRA (6600 Logan Avenue South and 6600 Newton Avenue South). Staff Report No. 38

RESOLUTION NO. 11832

**RESOLUTION AUTHORIZING A SUBDIVISION WAIVER
FOR 6600 NEWTON AVENUE SOUTH**

RESOLUTION NO. 11833

**RESOLUTION AUTHORIZING A SUBDIVISION WAIVER
FOR 6600 LOGAN AVENUE SOUTH**

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

Council Member Supple expressed excitement regarding Item C in seeing more accessibility and solar panels included.

Council Member Hayford Oleary asked about altering Item C to fit code.

Director Stark explained they always follow up with parties interested in an ADU if they choose not to reside and this seems to be the only physical change that has been desired.

Council Member Whalen highlighted the work session that spoke of the I-494 Project update and encouraged residents to view when available.

Senior Office Assistant Wynn took roll call vote:

Regan Gonzalez: AYE

Supple: AYE

Trautmann: AYE
Hayford Oleary: AYE
Whalen: AYE

Motion carried 5-0

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

OPEN FORUM

Mayor Regan Gonzalez re-opened the open forum with unanimous consent from Council.

Paul Webster, Prior Lake resident, requested an amendment on closure times for billiards halls to include weekday hours of 10:00am-2:00am and open 24 hours on weekends. He stated he is currently working with a landlord to open a 6,000 square foot hall with no alcohol service.

Item #5	PUBLIC HEARING AND SECOND READING OF TRANSITORY ORDINANCE PROVIDING FUNDING FOR CERTAIN CAPITAL IMPROVEMENTS FROM THE SPECIAL REVENUE FUND. STAFF REPORT NO. 39
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Council Member Supple read staff report 39 and opened the public hearing.

Senior Office Assistant Wynn reviewed the options to participate:

- Participate live by calling 612-861-0651 during the public hearing portion
- Call prior to meeting 612-861-9711
- Email prior to meeting kwynn@richfieldmn.gov

Senior Office Assistant Wynn stated there were no callers.

M/Supple, S/Trautmann to close the public hearing.

Executive Analyst Martinez Gavina took roll call vote:

Regan Gonzalez: AYE
Supple: AYE
Trautmann: AYE
Hayford Oleary: AYE
Whalen: AYE

Motion carried 5-0

M/Supple, S/Whalen to approve second reading of the transitory ordinance providing for the expenditure of funds from the Special Revenue Fund for certain capital improvements.

RESOLUTION NO. 11829

RESOLUTION APPROVING PROPOSED USE OF 2021 URBAN HENNEPIN COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FUNDS AND AUTHORIZING EXECUTION OF SUBRECIPIENT AGREEMENT WITH HENNEPIN COUNTY AND ANY REQUIRED THIRD PARTY AGREEMENTS

Council Member Whalen highlighted the funds came from liquor store profits.

Executive Analyst Martinez Gavina took roll call vote:

Regan Gonzalez: AYE

Supple: AYE

Trautmann: AYE

Hayford Oleary: AYE

Whalen: AYE

Motion carried 5-0

Item #6	PUBLIC HEARING AND CONSIDER THE APPROVAL OF A NEW ON-SALE WINE AND 3.2 PERCENT MALT LIQUOR LICENSES WITH OUTSIDE SERVICE FOR MOS EISLEY CANTINA, LLC D/B/A SANDY'S TAVERN LOCATED AT 6612 PENN AVENUE SOUTH. STAFF REPORT NO. 40
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Council Member Hayford Oleary read staff report 40.

Health Administrator Anderson explained the ordinance requires an application when a business has a change in ownership.

Council Member Hayford Oleary opened the public hearing.

Senior Office Assistant Wynn reviewed the options to participate:

- Participate live by calling 612-861-0651 during the public hearing portion
- Call prior to meeting 612-861-9711
- Email prior to meeting kwynn@richfielmn.gov

Senior Office Assistant Wynn stated there were no callers.

M/Hayford Oleary, S/Whalen to close the public hearing.

Executive Analyst Martinez Gavina took roll call vote:

Regan Gonzalez: AYE

Supple: AYE

Trautmann: AYE
Hayford Oleary: AYE
Whalen: AYE

Motion carried 5-0

M/ Hayford Oleary, S/Supple to approve the issuance of new On-Sale Wine and 3.2 Percent Malt Liquor licenses with outside service for Mos Eisley Cantina, LLC d/b/a Sandy's Tavern located at 6612 Penn Avenue South.

Council Member Whalen thanked the business owners for attending and having their business in Richfield.

Pejmon Nadimi thanked Council for taking the time.

Council Member Hayford Oleary stated he is glad to see this license moving forward

Pejmon Nadimi asked about a timeline as long as the license is approved.

Health Administrator Anderson stated all documents had been sent to the State and usually will take a couple days to process.

Council Member Trautmann recognized the skills it takes to run a business and is glad to see them supporting a restaurant that has been a neighborhood staple for many years.

Executive Analyst Martinez Gavina took roll call vote:

Regan Gonzalez: AYE
Supple: AYE
Trautmann: AYE
Hayford Oleary: AYE
Whalen: AYE

Motion carried 5-0

Item #7	CONSIDER THE APPOINTMENTS TO CITY ADVISORY BOARD AND COMMISSIONS. STAFF REPORT NO. 41
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Council Member Whalen presented staff report 41 and expressed appreciation for all the residents who are excited to serve the community.

M/Whalen, S/Supple to appoint members to fill the expiring or vacant terms on City advisory board and commissions referenced in the attached list.

Executive Analyst Martinez Gavina took roll call vote:

Regan Gonzalez: AYE
Supple: AYE
Trautmann: AYE

Hayford Oleary: AYE
Whalen: AYE

Motion carried 5-0

Item #8	CONSIDER CITY COUNCIL CONFIRMATION OF THE MAYOR'S APPOINTMENT OF A HOUSING AND REDEVELOPMENT AUTHORITY COMMISSIONER. STAFF REPORT NO. 42
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Mayor Regan Gonzalez read staff report 42.

M/Regan Gonzalez, S/Whalen to approve appointment of as HRA Commissioner commencing on March 9, 2020 and expiring November 12, 2023.

Council Member Whalen expressed gratitude to work with Lee Ohnesorge in community housing and welcomed him to the HRA.

Council Member Supple thanked all the applicants and expressed how energizing it is to speak with the community.

Executive Analyst Martinez Gavina took roll call vote:

Regan Gonzalez: AYE
Supple: AYE
Trautmann: AYE
Hayford Oleary: AYE
Whalen: AYE

Motion carried 5-0

Item #9	CITY MANAGER REPORT
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City Manager Rodriguez commented on the upcoming one year anniversary of a declared pandemic. She then spoke of the growing number of people being vaccinated.

Item #10	CLAIMS AND PAYROLL
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M/Supple, S/Whalen that the following claims and payrolls be approved:

U.S. Bank	03/09/2021
A/P Checks 295043 - 295330	\$ 1,221,890.01
Payroll: 160412 – 160709	<u>722,276.47</u>
TOTAL	\$ 1,944,166.48

Executive Analyst Martinez Gavina took roll call vote:

Regan Gonzalez: AYE

Supple: AYE

Trautmann: AYE

Hayford Oleary: AYE

Whalen: AYE

Motion carried 5-0

Item #11	HATS OFF TO HOMETOWN HITS
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Council Member Hayford Oleary acknowledged the opening of Chase Bank at 66th and Lyndale and how accessible the building is to all residents.

Council Member Whalen spoke of a conversation he had with a resident about their concerns of taxes being raised and was able to share what the money will pay for within the city. He then encouraged residents to reach out to Council and staff with questions.

Council Member Supple stated she had the privilege of touring Creekside Community Center. It is set up as a saliva testing site, is very well put together and offers both in person and drive up options.

Council Member Trautmann expressed gratitude to Partnership Academy for a newly painted mural that represents the diversity of their students.

Mayor Regan Gonzalez thanked all essential workers and health care employees for overcoming such barriers in the last year. She also thanked residents and staff in doing the same and continuing to care for one another.

Item #12	ADJOURNMENT
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The meeting was adjourned by unanimous consent at 7:55 p.m.

Date Approved: March 23, 2021

Maria Regan Gonzalez
Mayor

Kelly Wynn
Senior Office Assistant

Katie Rodriguez
City Manager



STAFF REPORT NO. 43
CITY COUNCIL MEETING
3/23/2021

REPORT PREPARED BY: Olivia Wycklendt, Civil Engineer

DEPARTMENT DIRECTOR REVIEW: Kristin Asher, Public Works Director
3/16/2021

OTHER DEPARTMENT REVIEW: N/A

CITY MANAGER REVIEW: Katie Rodriguez, City Manager
3/17/2021

ITEM FOR COUNCIL CONSIDERATION:

Consider the approval of a bid tabulation and award of contract to Park Construction Co. for the 2021 Mill and Overlay project in the amount of \$525,858.77 and authorize the City Manager to approve contract changes under \$175,000 without further City Council consideration.

EXECUTIVE SUMMARY:

Approximately 3 miles of residential roads have been identified in need of major maintenance and will receive a mill and overlay in 2021. As part of this same project, Veterans Park parking lot will also receive a mill and overlay in 2021.

For roads that are adequate candidates, mill and overlay is a cost effective maintenance solution that provides most of the benefits of new construction at a fraction of the cost. The surface is milled to remove the top 2"-3" of asphalt and a new asphalt layer is applied improving the surface integrity of the road and eliminating patching needs. Typically in Richfield the base layer of these roads is found to be in good condition and are great candidates for mill and overlay. In conjunction with regular maintenance, the life of a roadway can be extended well beyond the original intended life of 20-30 years.

Bids for the mill and overlay project were opened on March 4th, 2021. Park Construction Company was the lowest responsive and responsible bidder in the amount of \$525,858.77. The base bid for the residential mill and overlay was \$480,615.92, and the alternate bid for Veterans Park parking lot was \$45,242.85.

While the entirety of this project will be overseen by Public Works, the Parks and Recreation Department will be responsible for the costs attributable to the mill and overlay of the Veterans Park parking lot. Public Works and Parks and Recreation decided to combine these two projects because it allows for a more competitive bid which lowers the unit price cost for items and contractor mobilization for the projects.

RECOMMENDED ACTION:

By motion: Approve the bid tabulation and award of contract to Park Construction Co. for the 2021 Mill and Overlay project in the amount of \$525,858.77 and authorize the City Manager to approve contract changes under \$175,000 without further City Council consideration.

BASIS OF RECOMMENDATION:

A. HISTORICAL CONTEXT

- The residential roads were originally constructed between 1972 and 1977. A pavement management program began in 1980. That policy direction was set to protect the City's capital investment and maintain an acceptable roadway system in Richfield. The City's ongoing preventive maintenance program is essential in delaying the costs associated with total road reconstruction.
- Some of the roads being resurfaced this year were identified for resurfacing in the Accelerated Mill and Overlay Program, but could not be completed due to conflicting private and/or public projects. The remainder of roads being resurfaced have been identified as requiring a mill and overlay by the City's assessment of current roadway conditions.

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

The City has adopted a pavement management program to maintain the quality of the road system and prolong the life of the capital investment made in our streets.

C. CRITICAL TIMING ISSUES:

- The mill and overlay work is scheduled to begin June 14, 2021, and be completed by August 31, 2021.
- Regular preventive maintenance techniques are effective in delaying costly street reconstruction projects.

D. FINANCIAL IMPACT:

- Six (6) bids were received for the 2021 Mill and Overlay project ranging from \$525,858.77 to \$635,588.00.
- The lowest responsive and responsible bid was \$525,858.77 submitted by Park Construction Company.
- The base bid for the residential mill and overlay was \$480,615.92 and was included in the Public Works 2021 proposed budget.
- The alternate bid for Veterans Park parking lot was \$45,242.85 and was included in the Parks and Recreation 2021 proposed budget.
- A recent history of bid prices for mill and overlay:

<u>Year</u>	<u>Bid Price Asphalt (ton)</u>	<u>Contractor</u>
2008	\$40.00	Harddrives
2010	\$47.00	Valley Paving
2015	\$52.00	Harddrives
2016	\$40.80	Park Construction
2017	\$37.00	Bituminous Roadways
2018	\$36.85	Bituminous Roadways
2019	\$45.00	Bituminous Roadways
2020	\$48.75	Bituminous Roadways
2021	\$52.07	Park Construction

- Additional work may be added or subtracted from the mill and overlay contract depending on actual cost of construction.

E. LEGAL CONSIDERATION:

- When a purchase or contract is estimated to exceed \$175,000, sealed bids shall be solicited by public notice in the manner and subject to the law governing contracts or purchases by the City of Richfield.
- Since the contract value exceeds \$300,000, this project will be governed by Richfield's prevailing wage regulations (Richfield Municipal Code, Section 435).
- The advertisement for bid for the project was published in the Richfield Bloomington Sun Current on February 11, 2021, and on the Questcdn.com website on February 11, 2021.
- Bid opening was held on March 4, 2021. A copy of the bid tabulation is attached.

ALTERNATIVE RECOMMENDATION(S):

None

PRINCIPAL PARTIES EXPECTED AT MEETING:

None

ATTACHMENTS:

Description	Type
☐ 2021 Mill and Overlay Bid Tab	Backup Material
☐ 2021 Mill and Overlay Map	Backup Material

CITY OF RICHFIELD, MINNESOTA

Bid Opening
March 4, 2021
10:45 a.m.

2021 Mill & Overlay Project
Bid No. 21-01

Pursuant to requirements of Resolution No. 1015, a meeting of the Administrative Staff was called by Joe Powers, City Engineer, who announced that the purpose of the meeting was to receive; open and read aloud bids for the 2021 Mill & Overlay Project, as advertised in the official newspaper on February 11, 2021.

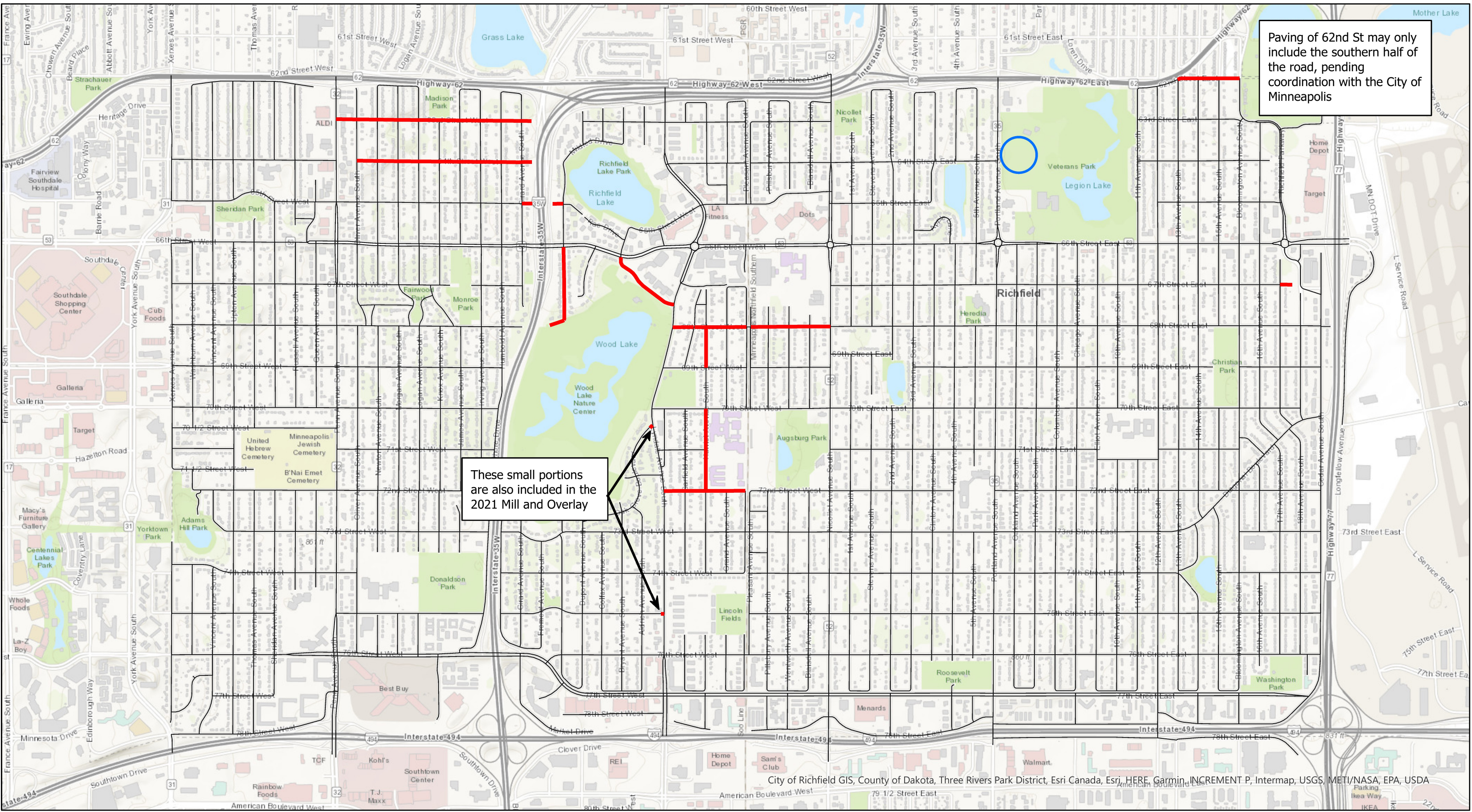
Present: Elizabeth VanHoose, City Clerk
Joe Powers, City Engineer
Olivia Wycklendt, Civil Engineer
Scott Kulzer, Public Works Administrative Aide/Analyst
Kari Sinning, Deputy City Clerk

The following bids were submitted and read aloud:

Bidder's Name	Bond	Non-Collusion	Intent to Comply	Responsible Contractor Certificate	Total Base Bid
McNamara Contracting	Provided	Provided	Provided	Provided	\$525,887.50
Valley Paving Inc.	Provided	Provided	Provided	Provided	\$530,364.41
Park Construction Company	Provided	Provided	Provided	Provided	\$525,858.77
Asphalt Surface Technologies Corp	Provided	Provided	Provided	Provided	\$635,588.00
GMH Asphalt Corp	Provided	Provided	Provided	Provided	\$598,700.25
OMG Midwest Inc	Provided	Provided	Provided	Provided	\$650,379.00

The City Clerk announced that the bids would be tabulated and considered at the March 23, 2021 City Council Meeting.

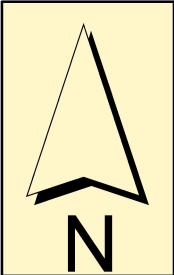

Elizabeth VanHoose, City Clerk



2021 Mill and Overlay

Legend

- Mill and Overlay Roads for 2021
- Approximate Location of Veterans Park Work



Disclaimer:
All graphic data supplied are constantly undergoing change and is not warranted for the content or accuracy. Any implied warranties, including warranties of merchantability or fitness for a particular purpose, shall be expressly excluded. The City of Richfield can not be held liable for errors or omissions in the data. The recipient's use and reliance upon such data is at the recipient's risk. By using this data, the recipient agrees to protect, hold harmless and indemnify the City of Richfield and its employees and officers. This indemnity covers reasonable attorney fees and all court costs associated with the defense of the city arising out of this disclaimer.

Department of Public Works





STAFF REPORT NO. 44
CITY COUNCIL MEETING
3/23/2021

REPORT PREPARED BY: Scott Kulzer, Administrative Aide/Analyst

DEPARTMENT DIRECTOR REVIEW: Kristin Asher, Public Works Director

OTHER DEPARTMENT REVIEW: N/A

CITY MANAGER REVIEW: Katie Rodriguez, City Manager
3/17/2021

ITEM FOR COUNCIL CONSIDERATION:

Consider the approval of the bid tabulation and award a contract to Visu-Sewer, Inc., for the 2021 Sanitary Sewer Rehabilitation Program in the amount of \$456,435.05 and authorize the City Manager to approve contract changes up to \$175,000 without further City Council consideration.

EXECUTIVE SUMMARY:

Consistent with the Capital Improvement Plan, staff is continuing the multi-year process of rehabilitating the sanitary sewer system. In 2019, the City successfully began its sanitary sewer rehabilitation program by rehabilitating 11,442 linear feet of sanitary sewer main.

Most of the sanitary sewer system was installed in the 1950's and this aging infrastructure is in need of attention due to excessive maintenance needs and potential for blockages. The project will utilize the cured-in-place-pipe (CIPP) process which is a trenchless technology in which no excavation is required. This method is a cost-effective solution to provide new sanitary mains without the high cost of excavation.

Bids for the sanitary sewer rehabilitation program were opened on March 10, 2021. Visu-Sewer, Inc., was the lowest responsive and responsible bidder with a base bid amount of \$456,435.05. The City received 8 bids ranging from a high bid of \$729,908.00 to the low bid of \$456,435.05.

RECOMMENDED ACTION:

By motion: Approve the bid tabulation and award a contract to Visu-Sewer, Inc., for the 2021 Sanitary Sewer Rehabilitation Program in the amount of \$456,435.05 and authorize the City Manager to approve contract changes up to \$175,000 without further City Council consideration.

BASIS OF RECOMMENDATION:

A. HISTORICAL CONTEXT

- The City's 120 miles of sanitary sewer collection system was installed in the late 1950's. The material used at that time was Vitrified Clay Pipe (VCP). Over time the VCP has allowed roots to intrude through joints and has resulted in partial blockage of the main lines. Our maintenance program currently in place includes the cleaning of the mains once per year. If we are not able to clean once per year it can result in blockages that could backup into the homes of residents.
- Technological advances now allow us to repair these sewer mains without digging up the road

through a process called Cured-in-place-pipe (CIPP). This procedure involves the insertion of a liner into the existing VCP sanitary main. It expands and adheres to the main and then hardens to a schedule 40 PVC consistency and results in what is essentially a "new" pipe within the old pipe. After the liner hardens, the individual service connections are then reopened and placed back into service.

- This year's project will be the second effort in a multi-year approach to rehabilitate the sanitary sewer mains. Maintenance records and televising reports are used to select areas to be lined each year. Areas that are found to be the most critical are being addressed first and other areas will follow. The end result will be lining the entire sanitary main system.

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

- For City contracts or purchases estimated to exceed \$175,000, sealed bids shall be solicited by public notice in the manner and subject to the law governing contracts or purchases by the City of Richfield.
- The scope of the project - 19,785 linear feet - meant the contract cost would well exceed the \$175,000 threshold.
- The Metropolitan Council Environmental Services (MCES) supports this type of sewer main repair.

C. CRITICAL TIMING ISSUES:

- Approval at the March 23, 2021 City Council meeting will allow the project to move forward in 2021 with the goal of finishing within the calendar year. Approval now will allow for maximum flexibility of schedule.
- Once the contractor begins the project, it is expected to last 4-8 weeks before final completion.

D. FINANCIAL IMPACT:

- 8 bids were received ranging from a high bid of \$729,908.00 to a low bid of \$456,435.05.
- The City has budgeted \$700,000 for this project to be funded using Wastewater Utility Funds.
- Due to the favorable difference between the budgeted amount (\$700k) and the low bid amount (\$456k), the City may exercise its authority under the project specifications to increase the project scope by 25% in order to rehabilitate more sanitary sewer main with this year's project.
- Funding for this project was included in the adopted 2020 revised/2021 proposed wastewater utility budget (7350) and was planned for as a capital improvement project during the utility rate study that was completed in 2017.
- This project is included in the Capital Improvement Plan.

E. LEGAL CONSIDERATION:

- When the amount of a contract or purchase is estimated to exceed \$175,000, sealed bids shall be solicited by public notice in the manner and subject to the law governing contracts or purchases by the City of Richfield.
- Since the contract value exceeds \$300,000, this project will be governed by Richfield's prevailing wage regulations (Richfield Municipal Code, Section 435).
- The advertisement for bid for the project was published in the Richfield Sun Current on February 11, 2021, and on the Questcdn.com website on February 11, 2021.
- Bid opening was held on March 10, 2021. A copy of the bid tabulation is attached.

ALTERNATIVE RECOMMENDATION(S):

None

PRINCIPAL PARTIES EXPECTED AT MEETING:

None

ATTACHMENTS:

Description	Type
<input type="checkbox"/> Award Recommendation Letter	Cover Memo
<input type="checkbox"/> Bid Tab	Backup Material



Building a Better World
for All of Us®

March 11, 2021

RE: City of Richfield
2020/21 Sanitary Sewer Lining Project
Award Recommendation
SEH No. RICHF 157835

Mike Peterson
City of Richfield
6700 Portland Avenue South
Richfield, MN 55423

Dear Mike:

On March 10, 2021, 8 bids were received for the above-referenced project. The bids ranged from a high of \$729,908.00 to a low of \$456,435.05. The low bid received was submitted by Visu-Sewer Inc., of Pewaukee, WI in the amount of \$456,435.05.

Visu-Sewer	\$456,435.05
Hydro-Klean	\$496,910.30
Michels Corporation	\$523,588.50
SAK Construction, LLC	\$539,964.00
S.J. Louis Companies	\$549,918.00
Insituform Technologies USA, LLC	\$565,881.70
Veit & Company, Inc.	\$581,170.00
Granite Inliner, LLC, MN	\$729,908.00

The Engineer's Estimate was \$736,055.00. We have attached a detailed bid tabulation for your information.

The project consists of lining approximately 18,000 LF of sanitary sewer pipe in southeastern Richfield. Due to the excellent bid prices, the City may want to consider adding additional footage to the project scope. This work is expected to be completed by October 1, 2021.

In the bidding documents, the Instructions to Bidders and Bidding requirements required the Bidders to submit a detailed Bidders Proof of Responsibility with their bid. This Proof is divided into two components: CIPP work and Site work. It is critical that the CIPP Lining contract have a working relationship with their pit excavation/restoration sub-contractor on these trenchless rehabilitation projects to avoid any concerns with contamination of the water system. The bidders proof ensures that the contracting team is qualified.

Based on the information provided in their Proof along with the required bond and insurance, Visu Sewer has the experience and resources to successfully complete a project of this size. This is the same contractor that completed the 2019 project successfully.

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 10901 Red Circle Drive, Suite 300, Minnetonka, MN 55343-9302

952.912.2600 | 800.734.6757 | 888.908.8166 fax | sehinc.com

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Mike Peterson
March 11, 2021
Page 2

Accordingly, we recommend the project be awarded to Visu-Sewer Inc. in the amount of \$456,435.05 at your next available City Council meeting.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.

A handwritten signature in black ink, appearing to read "D.E. Hutton", with a stylized flourish at the end.

David E. Hutton, PE (Lic. MN, ND, WI)
Project Manager

Enclosure: Bid Tabulation

x:\pt\richf\157835\6-bid-const\award ltr recommendation\recaward ltr.docx

CITY OF RICHFIELD, MINNESOTA

Bid Opening
March 10, 2021
1:00 p.m.

2021 Sanitary Sewer Lining Project
Bid No. 21-02

Pursuant to requirements of Resolution No. 1015, a there was a meeting of Administrative Staff and it was stated that the purpose of the meeting was to receive; open and read aloud bids for the 2021 Sanitary Sewer Lining Project, as advertised in the official newspaper on February 11, 2021.

Present: Elizabeth VanHoose, City Clerk
Mike Petersen, Assistant Utilities Superintendent
Olivia Wycklendt, Civil Engineer
Scott Kulzer, Public Works Administrative Aide/Analyst
Kari Sinning, Deputy City Clerk

The following bids were submitted and read aloud:

Bidder's Name	Bond	Non-Collusion	Intent to Comply	Responsible Contractor Certificate	Total Base Bid
Visu-Sewer	Provided	Provided	Provided	Provided	\$456,435.05
Hydro-Klean	Provided	Provided	Provided	Provided	\$496,910.30
Michels Corporation	Provided	Provided	Provided	Provided	\$523,588.50
SAK Construction, LLC	Provided	Provided	Provided	Provided	\$539,964.00
S.J. Louis Companies	Provided	Provided	Provided	Provided	\$549,918.00
Insituform Technologies USA, LLC	Provided	Provided	Provided	Provided	\$565,881.70
Veit & Company, Inc.	Provided	Provided	Provided	Provided	\$581,170.00
Granite Inliner, LLC, MN	Provided	Provided	Provided	Provided	\$729,908.00

The City Clerk announced that the bids would be tabulated and considered at the March 23, 2021 City Council Meeting.


Elizabeth VanHoose, City Clerk



STAFF REPORT NO. 45
CITY COUNCIL MEETING
3/23/2021

REPORT PREPARED BY: Chris Regis, Finance Director

DEPARTMENT DIRECTOR REVIEW: Chris Regis, Finance Director
3/15/2021

OTHER DEPARTMENT REVIEW: N/A

CITY MANAGER REVIEW: Katie Rodriguez, City Manager
3/17/2021

ITEM FOR COUNCIL CONSIDERATION:

Approval of a resolution amending the allocation of the 2020 General Fund Budget.

EXECUTIVE SUMMARY:

The City Charter provides that the City Council must appropriate monies for operations of the City on a departmental level basis.

During the course of the year, the City Council amends the operating budget and it is referred to as the Revised Budget.

At year end, if a department within the City's General Fund exceeds its approved appropriation, a transfer of appropriations from another General Fund department is required to bring that department's budget into balance.

Two General Fund departments currently exceed their approved 2020 appropriations. Those two departments and the amount they exceed their 2020 appropriations are as follows:

The Administrative Services Department budget for 2020 exceeds the adopted appropriation by approximately \$53,000 or 5.79%.

The Public Safety Department budget for 2020 exceeds the adopted appropriation by approximately \$5,000 or .04%.

To balance the appropriation of the Administrative Services and Public Safety departments, a combined transfer of appropriations from the Legislative-Executive department in the amount of \$67,000 is recommended. The level of this transfer will provide a small surplus in each department.

Finally, it should be noted, that the General Fund will end 2020 with an estimated surplus of \$764,126.

RECOMMENDED ACTION:

By Motion: Approve the resolution amending the 2020 General Fund Budget by authorization of a transfer of appropriations from the Legislative-Executive Department to the Administrative Services and Public Safety Departments.

BASIS OF RECOMMENDATION:

A. HISTORICAL CONTEXT

The causes for exceeding appropriations are as follows:

Administrative Services Department

The Administrative division exceeded their appropriation due to increased costs as a result of the pandemic and increased leave balances at year end.

The Human Resources division exceeded their appropriation due to an increase in personnel costs over budgeted amounts.

The City Clerk division exceeded their appropriation due an increase in election costs as the division managed three separate elections in 2020 and increased leave balances at year end.

Public Safety Department

The Police Operations division exceeded their appropriation due to increased overtime costs as a result of the civil unrest last spring and increased leave balances at year end.

It should be noted that the City is required to accrue and recognize the cost of unused leave balances at the end of every year. If the unused leave balance has increased from the previous year an expenditure is required to be recognized. This required accrual has factored into to some of the divisions exceeding their appropriations. Finally, it is very difficult to budget for this type of accrual.

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

The City Charter provides that the City Council must appropriate monies for operations of the City on a departmental level basis.

During the course of the year, the City Council amends the operating budget and it is referred to as the Revised Budget.

C. CRITICAL TIMING ISSUES:

N/A.

D. FINANCIAL IMPACT:

The amount exceeding budget for the Administrative Services and Public Safety departments is approximately \$53,000.

City staff is recommending that the 2020 Revised Budget be allocated \$67,000 between the following departments and divisions in order to balance all City departments and provide a small surplus in each department:

INCREASED BUDGETED EXPENDITURES

Administrative Services Department	
Administrative Division	\$ 10,000
Human Resources Division	\$ 13,000
City Clerk Division	\$ 34,000
Public Safety Department	
Police Operations Division	<u>\$ 10,000</u>
Total	<u>\$ 67,000</u>

DECREASE BUDGETED EXPENDITURES

Legislative Executive Department	
Legal Division	<u>\$67,000</u>
Total	<u>\$67,000</u>
Net Change to General Fund Budget	<u>\$ 0</u>

E. LEGAL CONSIDERATION:

City Charter provides that the City Council must appropriate funds at the department level of spending.

ALTERNATIVE RECOMMENDATION(S):

The transfer does not affect the annual General Fund Budget; instead it provides that no department end the fiscal year overspent.

PRINCIPAL PARTIES EXPECTED AT MEETING:

N/A.

ATTACHMENTS:

Description	Type
□ 2020 Budget Amendment Resolution	Resolution Letter

RESOLUTION NO

RESOLUTION AUTHORIZING REVISION OF 2020 BUDGETS OF VARIOUS DEPARTMENTS

WHEREAS, Resolution No. 11685 appropriated funds for personal services, other services and charges, supplies and capital outlays for each department of the City for the year 2020; and

WHEREAS, Resolution No. 11800 authorized revision of the 2020 budget various departments; and

WHEREAS, the City Manager has requested a revision of the 2020 budget appropriations in accordance with charter provisions.

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

SUMMARY

INCREASE BUDGETED EXPENDITURES

Administrative Services Department	
Administration Division	\$ 10,000
Human Resources Division	\$ 13,000
City Clerk Division	\$ 34,000
Public Safety Department	
Police Operations Division	\$ 10,000
Total	<u>\$ 67,000</u>

DECREASE BUDGETED EXPENDITURES

Legislative Executive Department	
Legal Division	<u>\$67,000</u>
Total	<u>\$67,000</u>
Net Change to General Fund Budget	<u>\$ 0</u>

Passed by the City Council of the City of Richfield, MN. this 23rd day of March, 2021.

Maria Regan Gonzalez, Mayor

ATTEST:

Elizabeth VanHoose, City Clerk



STAFF REPORT NO. 46
CITY COUNCIL MEETING
3/23/2021

REPORT PREPARED BY: Jennifer Anderson, Support Services Manager

DEPARTMENT DIRECTOR REVIEW: Jay Henthorne, Director of Public Safety/Chief of Police
3/8/2021

OTHER DEPARTMENT REVIEW: N/A

CITY MANAGER REVIEW: Katie Rodriguez, City Manager
3/17/2021

ITEM FOR COUNCIL CONSIDERATION:

Public hearing and consider the approval of a new On-Sale Intoxicating and Sunday Liquor licenses, with outside service and the optional 2 a.m. closing, for Pizza Luce VII, Inc. d/b/a Pizza Luce, located at 800 66th Street West.

EXECUTIVE SUMMARY:

On February 17, 2021, the City received the application materials for new On-Sale Intoxicating and Sunday Liquor licenses, with outside service and the optional 2 a.m. closing, for Pizza Luce VII, Inc. d/b/a Pizza Luce, located at 800 66th Street West.

All required information and documents have been received. All licensing fees have been paid.

The Public Safety background investigation has been completed. The results of the investigation are summarized in an attachment to this report. The Public Safety Director has reviewed the background investigation report. There is nothing in the report that would cause the Public Safety Director to recommend denial of the requested licenses.

RECOMMENDED ACTION:

Conduct and close the public hearing and by motion: Approve the issuance of a new On-Sale Intoxicating and Sunday Liquor licenses, with outside service and the optional 2 a.m. closing, for Pizza Luce VII, Inc. d/b/a Pizza Luce, located at 800 66th Street West.

BASIS OF RECOMMENDATION:

A. HISTORICAL CONTEXT

- The applicant has satisfied the following requirements for issuance of licenses:
 - The required license fees have been paid.
 - Real estate taxes are current.
 - Proof of commercial and liquor liability insurance have been received showing Secura Insurance Company as affording coverage.
- The owners previously held an On-Sale Intoxicating and Sunday Liquor licenses, with outside service and the optional 2 a.m. closing. Due to the current pandemic, they downgraded to a 3.2 Malt liquor license when renewing their alcohol license for 2021. They are now re-opening to the

public in March 2021 and now have requested to re-instate their Intoxicating/Sunday licenses.

- As a result of this being a new request for On-Sale Intoxicating and Sunday Liquor licenses, there is no need for an accountant's statement regarding food/alcohol ratio.
- As stated in the Executive Summary, the Public Safety Director has reviewed the background information and sees no basis for denial.
- On-Sale Intoxicating and Sunday Liquor licenses require owners of these establishments to comply with Resolution No. 9511, which outlines the discipline they can expect if any ongoing problems occur. A copy of this resolution has been given to the owners of the establishment.
- There are no distance requirements to notify neighbors of the issuance of On-Sale Intoxicating and Sunday Liquor licenses.
- The Notice of Public Hearing was published in the *Richfield Sun Current* on March 11, 2021.

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

Richfield City Code Section 1202 requires owners of On-Sale Intoxicating and Sunday Liquor license establishments to comply with all the provisions of both City Code and State Statutes.

C. CRITICAL TIMING ISSUES:

There are no critical timing issues.

D. FINANCIAL IMPACT:

Licensing fees have been received.

E. LEGAL CONSIDERATION:

The requirements of Resolution No. 9511 must be met, which outlines the discipline they can expect if any on-going problems occur. A copy of this resolution has been given to the owners of the establishment.

ALTERNATIVE RECOMMENDATION(S):

- The Council could deny the requested licenses, which would mean the current applicants would not be able to serve On-Sale Intoxicating liquor, with the optional 2 a.m. closing; however, Public Safety has found no basis to deny the license.
- Schedule the hearing for another date; however, this will delay the licensing process.

PRINCIPAL PARTIES EXPECTED AT MEETING:

Pizza Luce Representative

ATTACHMENTS:

Description	Type
□ Background Summary for Pizza Luce	Cover Memo

SUMMARY OF BACKGROUND INVESTIGATION REPORT
FOR PIZZA LUCE VII, INC. d/b/a PIZZA LUCE

Officers:

Joseph Baier- Owner, President
Laura Hansen- Vice President, COO
Estate of Scott Nelson – Vice President
Julie Haywood- Treasurer/Secretary

Criminal History:

Criminal history checks were conducted on the applicants. The following criminal histories reflect the previous and current year. Joseph Baier has no known criminal record. Laura Hansen has no known criminal record. Julie Haywood has no known criminal record. Scott Schierman, who serves as the General Manager, has no known criminal record.

Premises:

JBB Properties, LLC is the owner of the property. All payments are current.

Record of Service Calls:

There were 23 Public Safety/Police contacts with Pizza Luce VII, Inc. from March 2020 through March 2021. A breakdown of these contacts is attached to this report.

Violations:

There are no violations for the sale of alcohol to underage youth for Pizza Luce VII, Inc.

Routine Information:

On-Sale Intoxicating and Sunday Liquor licenses require owners of these establishments to comply with Resolution No. 9511, which outlines the discipline they can expect if any ongoing problems occur. A copy of this resolution has been given to the owners of the establishment.

There are no distance requirements to notify neighbors of the issuance or renewal of On-Sale Intoxicating and Sunday Liquor licenses, with outside seating and the optional 2 a.m. closing.

The Notice of Public Hearing was published in the Richfield Sun Current on March 11, 2021.

Pizza Luce

Directors and Officers

Joseph Baier	Owner, President
Laura Hansen	Vice President, COO
Estate of Scott Nelson	Vice President
Julie Haywood	Treasurer/Secretary

PUBLIC SAFETY CONTACTS

March 2020 through March 2021

Pizza Luce

<u>TOTAL CONTACTS</u>	<u>2021</u> 23
<u>CRIMINAL CONTACTS</u>	10
Incidents (see bottom of page for specifics)	(7)
Alarm	(3)
<u>MISC. NON-CRIMINAL</u>	13
Assists	(1)
Traffic	(5)
Inspections/Licensing	(0)
Medical/Fire	(3)
Miscellaneous	(4)

The criminal contacts from March 2020 through March 2021 were: two disturbances, three suspicious vehicles, one damage to property, one theft from auto, and three commercial alarms.

(Numbers in parenthesis are included in total contact figures)



STAFF REPORT NO. 47
CITY COUNCIL MEETING
3/23/2021

REPORT PREPARED BY: Nellie Jerome, Assistant Planner / Melissa Poehlman, Asst. Community Development Director

DEPARTMENT DIRECTOR REVIEW: Melissa Poehlman, Acting Community Development Director
3/15/2021

OTHER DEPARTMENT REVIEW:

CITY MANAGER REVIEW: Katie Rodriguez, City Manager
3/17/2021

ITEM FOR COUNCIL CONSIDERATION:

Consider approval of an amendment to the City's Zoning Code that would allow for larger garage structures if an Accessory Dwelling Unit is attached, in the Single Family (R and R-1) Residential Districts, and approval of the related summary publication ordinance.

EXECUTIVE SUMMARY:

In 2015, the City adopted rules that would allow the construction of Accessory Dwelling Units (ADUs) in the single family residential districts. These rules allowed the construction of internal, attached, and detached ADUs provided a number of criteria were met. The rules did not increase the allowable square footage of garages or the total square footage of all combined accessory structures. In an effort to promote and increase the viability of ADUs, staff is proposing modest changes to existing regulations that apply to detached ADUs.

The intent of the detached ADU standards has been to allow units that are attached to garage, rather than an additional stand-alone structure. The thought being that this helps to control the aesthetics of the ADU and minimizes the number of large accessory structures on a single lot. In light of several discussions with prospective ADU-builders, staff is proposing an ordinance amendment allowing the first 400 square feet of a garage-attached ADU to be deducted from the 1,000 square-foot floor area limit of that garage. This will allow both a reasonably-sized space for vehicle storage (2-car garage) and the dwelling unit.

Garage-attached ADUs would still need to comply with overall accessory structure maximums and height limitations. Detached ADUs offer more privacy than an internal or home-attached unit and will offer additional support for more affordable and flexible living styles.

RECOMMENDED ACTION:

By motion:

- 1. Approve an ordinance amendment related to garage size in the Single Family Residential (R and R-1) Districts; and**
- 2. Approve a resolution authorizing summary publication of the attached ordinance amending regulations related to garage size in the Single Family Residential (R and R-1) Districts.**

BASIS OF RECOMMENDATION:

A. HISTORICAL CONTEXT

- ADU regulations were adopted by the City in 2015. Since then, there has been significant interest, but only one (internal) unit has been constructed.
- The applicant would like to build a detached ADU as part of a new garage. The proposed ADU would meet setback and height requirements, but would exceed the maximum garage size allowed.
- The lot at 6821 Oakland Avenue South is 15,259 square feet. As a larger lot, the overall square footage of accessory structures allowed is 13% of the lot area or 1,983 square feet. The proposed ADU is 797 square feet and is designed as a single-level living space using "universal design" principles that makes the space more accessible for people with disabilities or similar needs. The proposed two-car garage is 528 square feet. This is a modest-size two-car garage; however, combined with the proposed ADU, the total square footage of the structure (ADU + parking space) is 1,325 square feet. While beneath the allowable total for the lot, the structure itself is 325 square feet larger than currently allowed for the single structure.
- A public hearing was held by the Planning Commission on February 22, 2021. Notice of the public hearing was published in the Sun Current Newspaper. No members of the public spoke at the public hearing.
- The Planning Commission recommended approval of this ordinance amendment by unanimous vote at the meeting on February 22, 2021.
- A first reading of this ordinance was approved as part of the consent agenda on March 9, 2021.

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

- Sections 514.05 and 518.05 (R and R-1 zoning district rules) of the Zoning Code currently limit garage structures to a maximum of 1,000 square feet of floor area. Floor area is defined as "areas devoted to car parking, storage, accessory dwelling unit, office, or similar habitable space."
- While the applicant initially considered an application for a variance, the proposal would not meet requirements necessary for approval of a variance.
- Upon review of the proposal and consideration of other feedback received since 2015, staff found that the proposed ADU was reasonable on this property and would be reasonable on other properties throughout the community. Staff recommended that the applicant request an ordinance change instead.
- Total accessory structure limits will continue to apply. Maximum total accessory structure floor area is 1,200 square feet (or 13% of lot area for large lots). No garage with an attached ADU could be over 1,200 square feet on a standard lot or 1,400 square feet on a large lot (lot size over 15,000 sq. ft.).
- ADU size regulations have not changed. Minimum 300 square feet; maximum 800 square feet.
- Summary publication of adopted ordinances is permitted when the verbatim text of the amendment is cumbersome, and the expense of publication of the complete text is not justified.

C. CRITICAL TIMING ISSUES:

- 60-DAY RULE: The 60-day clock 'started' when a complete application was received on February 3, 2021.
- A decision is required by April 4, 2021 or the Council must notify the applicant that it is extending the deadline (up to a maximum of 60 additional days or 120 days total) for issuing a decision.

D. FINANCIAL IMPACT:

None.

E. LEGAL CONSIDERATION:

None

ALTERNATIVE RECOMMENDATION(S):

- Recommend rejection of the proposed ordinance and continue the requirement that garage structures must meet the 1,000 square foot maximum.
- Recommend approval of the proposed ordinance with amendments.

PRINCIPAL PARTIES EXPECTED AT MEETING:

John Sylvestre, applicant

ATTACHMENTS:

Description	Type
▣ Ordinance	Ordinance
▣ Resolution - Summary Publication	Resolution Letter
▣ 6821 Oakland Ave ADU - Proposed Survey	Backup Material
▣ 6821 Oakland Ave ADU - Plans - Architectural	Backup Material

BILL NO. _____

**AN ORDINANCE AMENDING THE RICHFIELD ZONING CODE
REGULATIONS RELATED TO THE SIZE OF GARAGES WITH
ATTACHED ACCESSORY DWELLING UNITS**

THE CITY OF RICHFIELD DOES ORDAIN:

- Section 1 Subsection 514.05 of the Richfield Zoning Code related to permitted private garages in the Single Family Residential (R) Zoning District is amended to read as follows:
- Subd. 3. Private garages (includes attached and detached) or carports:
- a) That do not exceed 1,000 square feet in floor area. In the case of detached garages, floor area shall include space devoted to vehicle parking, storage and non-garage uses such as an accessory dwelling unit, office, or similar habitable space. The first 400 square feet of space devoted to an accessory dwelling unit is exempt from this requirement, provided the site complies with part (b). Floor area shall not include crawl spaces or attic storage;
 - b) That do not exceed an aggregate of 1,200 square feet (or 13% of lot area in the case of lots of 15,000 square feet or more) in floor area when combined with all other accessory buildings and attached garages on the lot;
- Section 2 Subsection 518.05, Subd. 3 of the Richfield Zoning Code related to permitted private garages in the Low-Density Single-Family (R-1) Zoning District is amended to read as follows:
- Subd. 3. Private garages (includes attached and detached) or carports:
- a) That do not exceed 1,000 square feet in floor area. In the case of detached garages, floor area shall include space devoted to vehicle parking, storage and non-garage uses such as an accessory dwelling unit, office, or similar habitable space. The first 400 square feet of space devoted to an accessory dwelling unit is exempt from this requirement, provided the site complies with part (b). Floor area shall not include crawl spaces or attic storage;
 - b) That do not exceed an aggregate of 1,200 square feet (or 13% of lot area in the case of lots of 15,000 square feet or more) in floor area when combined with all other accessory buildings and attached garages on the lot;
- Section 5 This Ordinance is effective in accordance with Section 3.09 of the Richfield City Charter.

Passed by the City Council of the City of Richfield, Minnesota this 23rd day of March, 2021.

Maria Regan Gonzalez, Mayor

ATTEST:

Elizabeth VanHoose, City Clerk

RESOLUTION NO. _____

**RESOLUTION APPROVING SUMMARY PUBLICATION
OF AN ORDINANCE AMENDING THE RICHFIELD ZONING CODE
REGULATIONS RELATED TO THE SIZE OF GARAGES WITH
ATTACHED ACCESSORY DWELLING UNITS**

WHEREAS, the City has adopted the above-referenced amendment of the Richfield City Code; and

WHEREAS, the verbatim text of the amendment is cumbersome, and the expense of publication of the complete text is not justified.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Richfield that the following summary is hereby approved for official publication:

**SUMMARY PUBLICATION
BILL NO. _____**

**AN ORDINANCE AMENDING THE RICHFIELD ZONING CODE
REGULATIONS RELATED TO THE SIZE OF GARAGES WITH
ATTACHED ACCESSORY DWELLING UNITS**

This summary of the ordinance is published pursuant to Section 3.12 of the Richfield City Charter.

This ordinance amends Zoning Code Section 514.05, Single Family Residential, and 518.05, Low-Density Single Family Residential. The approved ordinance allows for larger garages in cases where an ADU (accessory dwelling unit) is attached. The first 400 square feet of the ADU space can be deducted from the floor area limit of the garage structure, which is capped at 1,000 square feet. Residential lots will still need to meet the accessory structure floor area limit of 1,200 square feet (or 13% of the lot in cases where the lot is 15,000 square feet or more in area).

Copies of the ordinance are available for public inspection in the City Clerk's office during normal business hours or upon request by calling the Department of Community Development at (612) 861-9760.

Adopted by the City Council of the City of Richfield, Minnesota this 23rd day of March, 2021.

Maria Regan Gonzalez, Mayor

ATTEST:

Elizabeth VanHoose, City Clerk

LEGAL DESCRIPTION:
South One-Half of Lot 2, Block 3, PORTLAND AVENUE ACRES, Hennepin County, Minnesota.

- SCOPE OF WORK & LIMITATIONS:
- Showing the length and direction of boundary lines of the legal description listed above. The scope of our services does not include determining what you own, which is a legal matter. Please check the legal description with your records or consult with competent legal counsel, if necessary, to make sure that it is correct and that any matters of record, such as easements, that you wish to be included on the survey have been shown.
 - Showing the location of observed existing improvements we deem necessary for the survey.
 - Setting survey markers or verifying existing survey markers to establish the corners of the property.
 - Building dimensions and setbacks measured to outside of siding or stucco.
 - This survey has been completed without the benefit of a current title commitment. There may be existing easements or other encumbrances that would be revealed by a current title commitment. Therefore, this survey does not purport to show any easements or encumbrances other than the ones shown hereon.
 - While we show a proposed location for this home or addition, we are not as familiar with your proposed plans as you, your architect, or the builder are. Review our proposed location of the improvements and proposed yard grades carefully to verify that they match your plans before construction begins. Also, we are not as familiar with local codes and minimum requirements as the local building and zoning officials in this community are. Be sure to show this survey to said officials, or any other officials that may have jurisdiction over the proposed improvements and obtain their approvals before beginning construction or planning improvements to the property.

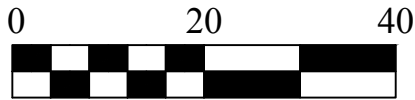
STANDARD SYMBOLS & CONVENTIONS:
"●" Denotes iron survey marker, as noted.

EXISTING HARDCOVER		PROPOSED HARDCOVER	
House	1,503 Sq. Ft.	House	1,503 Sq. Ft.
Decks	355 Sq. Ft.	Decks	355 Sq. Ft.
Driveway/Patio	2,150 Sq. Ft.	Patio	541 Sq. Ft.
Garage/Shed	493 Sq. Ft.	Driveway/Parking Pad	1,272 Sq. Ft.
Front Walk	82 Sq. Ft.	Garage/ADU	1,325 Sq. Ft.
Landscaping/Fireplace	28 Sq. Ft.	Paver Walk	161 Sq. Ft.
AC Pad	8 Sq. Ft.	Landscaping/Fireplace	28 Sq. Ft.
AC Pad	8 Sq. Ft.	AC Pad	8 Sq. Ft.
TOTAL EXISTING HARDCOVER 4,619 Sq. Ft.		TOTAL PROPOSED HARDCOVER 4,652 Sq. Ft.	
AREA OF LOT 15,259 Sq. Ft.		AREA OF LOT 15,259 Sq. Ft.	
PERCENTAGE OF HARDCOVER TO LOT 30.3%		PERCENTAGE OF HARDCOVER TO LOT 30.4%	

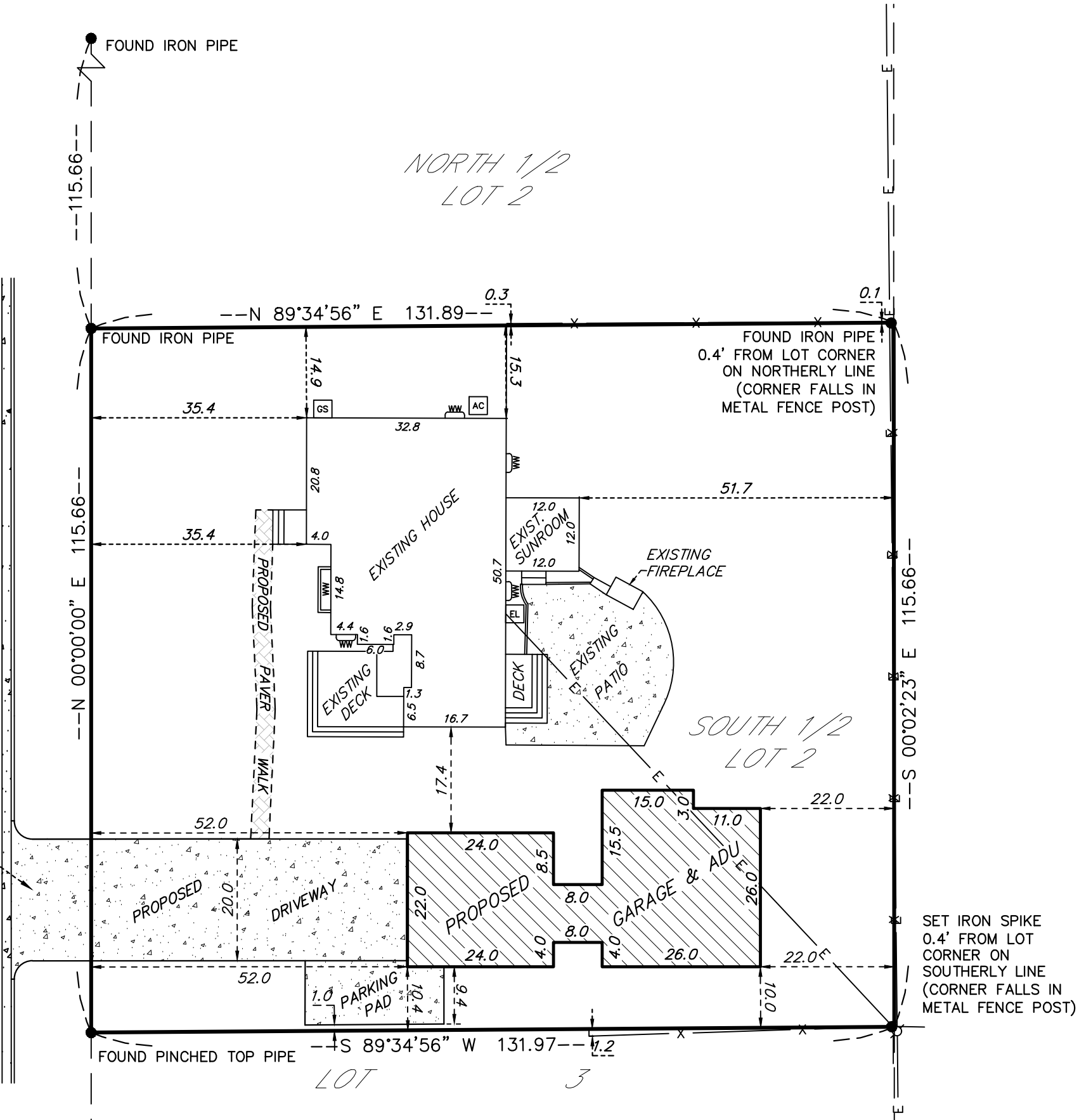
LEGEND

⊙	POWER POLE
WW	WINDOW WELL
AC	AIR CONDITIONER
EL	ELECTRIC METER
GS	GAS METER
X	FENCE LINE
E	OVERHEAD UTILITY LINE
CONCRETE	CONCRETE

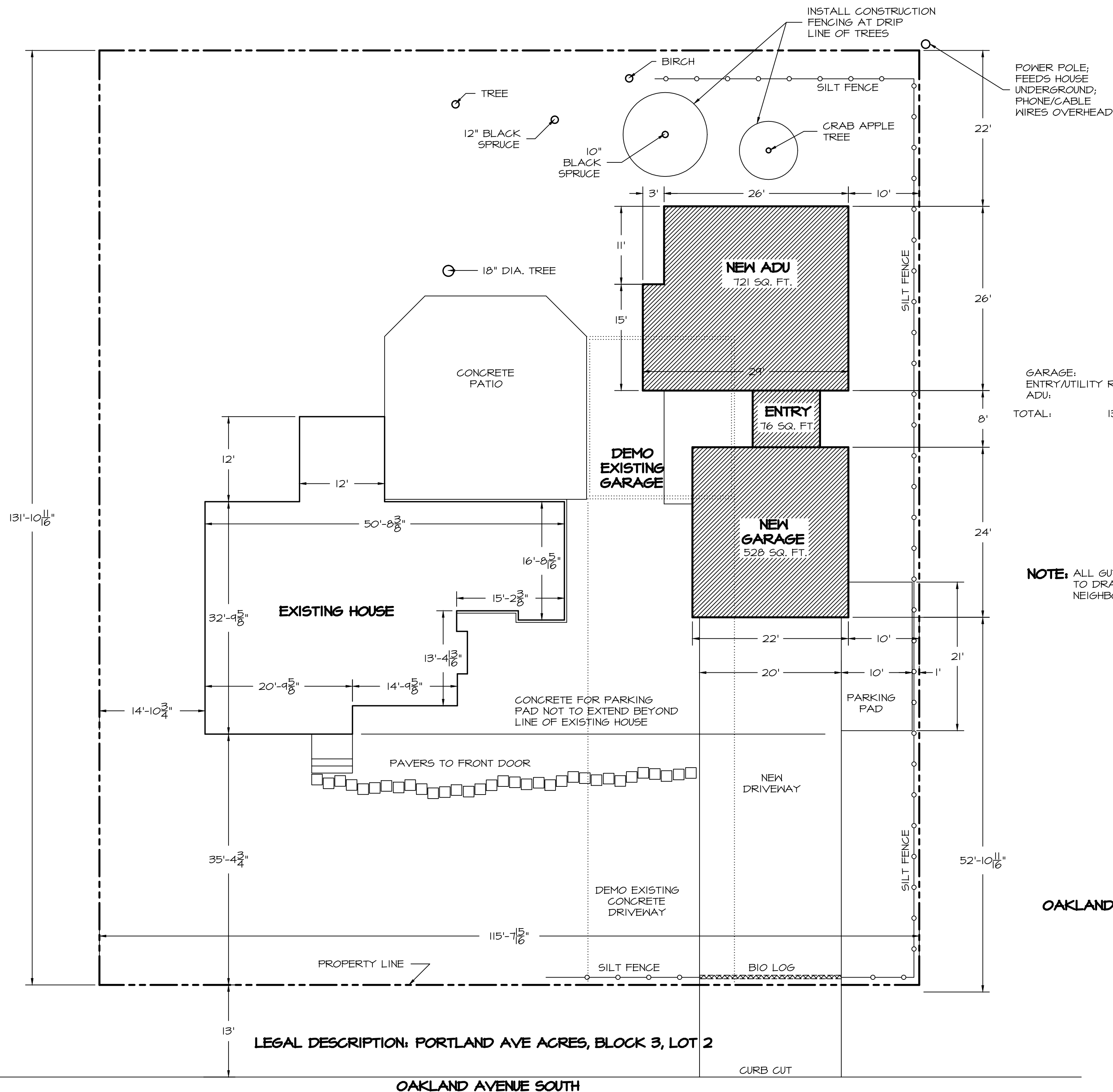
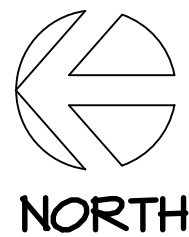
INSTALL NEW CONCRETE DRIVEWAY APRON PER CITY OF RICHFIELD. REPAIR EXISTING CONC. CURB & GUTTER AS NEED PER CITY STANDARDS. SAW CUT REMOVAL AREAS.



OAKLAND AVE S



DATE	REVISION DESCRIPTION	DRAWING ORIENTATION	CLIENT/JOB ADDRESS	<div>Advance</div> <div>Surveying & Engineering, Co.</div> <div>17917 Highway No. 7 Minnetonka, Minnesota 55345 Phone (952) 474-7964 Web: www.advsur.com</div>	I HEREBY CERTIFY THAT THIS PLAN, SURVEY OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.	DATE SURVEYED:	SHEET TITLE	SHEET NO. <div>S1</div> <div>SHEET 1 OF 1</div>
12-11-20	REVISED PROP. ADDITION & UPDATED HC	 <div>SCALE - 1" = 20'</div>	Sylvestre Construction 6821 Oakland Ave S Richfield, MN		 <div>Thomas M. Bloom</div>	11/18/2020	PROPOSED SURVEY	
12-17-20	REVISED DRIVEWAY WIDTH FROM 12' TO 20'					DATE DRAFTED:	SHEET SIZE: 11 X 17	
12-17-20	REVISED SITE PLAN					11/19/2020	DRAWING NUMBER 202128 JR	



NOTE: ALL GUTTERS AND DOWNSPOUTS
TO DRAIN AWAY FROM
NEIGHBORS' PROPERTY

GARAGE: 528 SQ. FT.
ENTRY/UTILITY RM. 76 SQ. FT.
ADU: 721 SQ. FT.
TOTAL: 1325 SQ. FT.

www.SylvestreConstruction.com
7708 Fifth Avenue South Minneapolis, Minnesota 55423
612-861-0188
MN. LICENSE #1428

REVISIONS	DATE	BY	DESCRIPTION
01-17-20	JK		
10-06-20	JK		
11-17-20	JK		
12-08-20	JK		
12-11-20	JK		
02-02-21	JK		

DATE	DRN BY	FILENAME	CAD LOTS
08-21-20	JK	MCINERNEY-8	2020

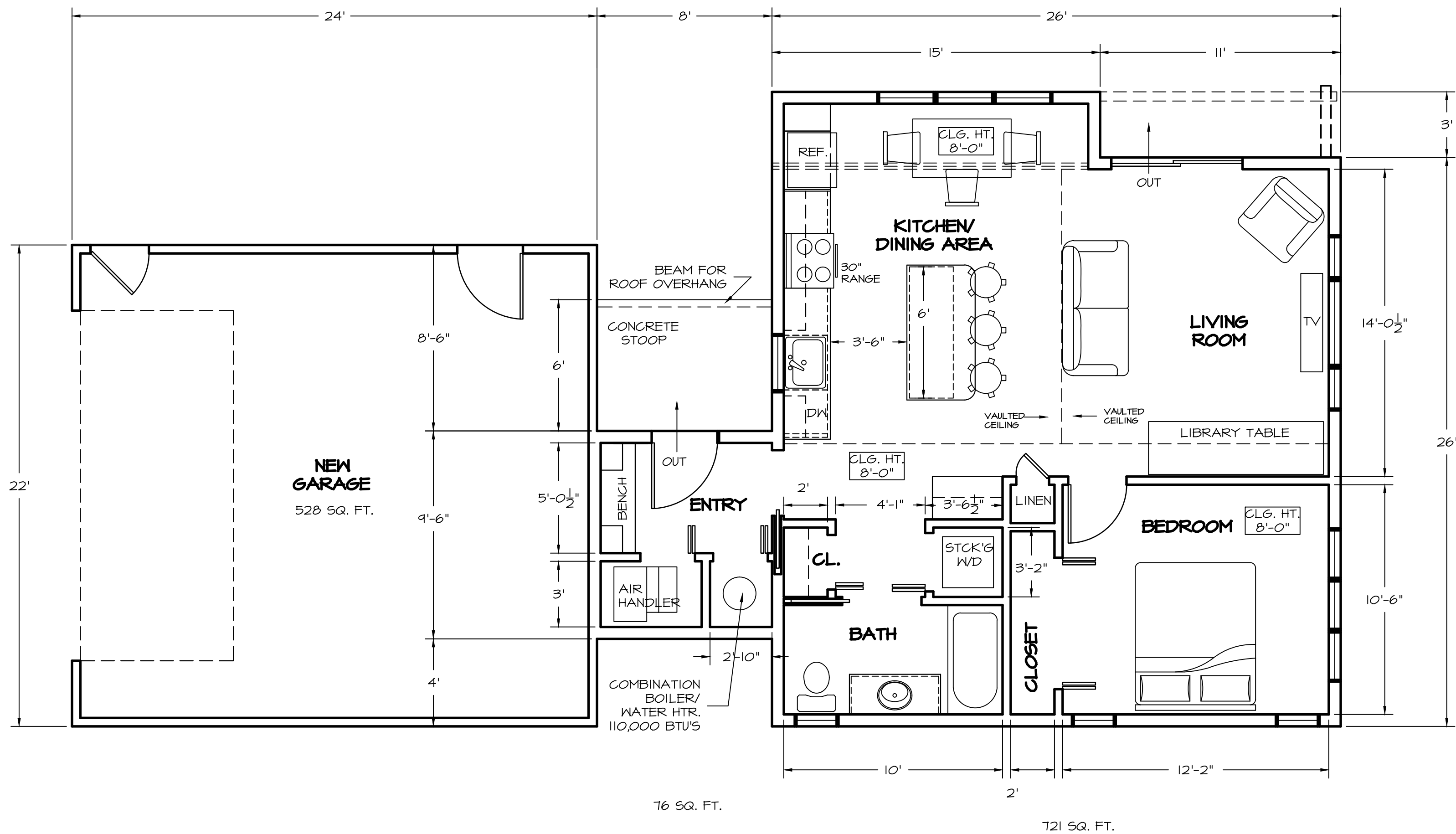
PREPARED FOR:
MCINERNEY RESIDENCE
MARGARET MCINERNEY
6821 OAKLAND AVENUE SOUTH
RICHFIELD, MN 55423

PROPOSED SITE PLAN

SHEET
1

PROPOSED SITE PLAN

SCALE: 1" = 10'-0"



PROPOSED PLAN---GARAGE AND ADU

132.5 TOTAL SQ. FT.

SCALE: 1/4" = 1'-0"

PREPARED FOR:

MCINERNEY RESIDENCE
MARGARET MCINERNEY
6821 OAKLAND AVENUE SOUTH
RICHFIELD, MN 55423

PROPOSED PLAN

SHEET

2

REVISIONS

04-17-20
10-06-20
10-15-20
11-05-20
11-12-20
11-17-20
12-08-20

DATE

08-21-20

DRN BY

JK

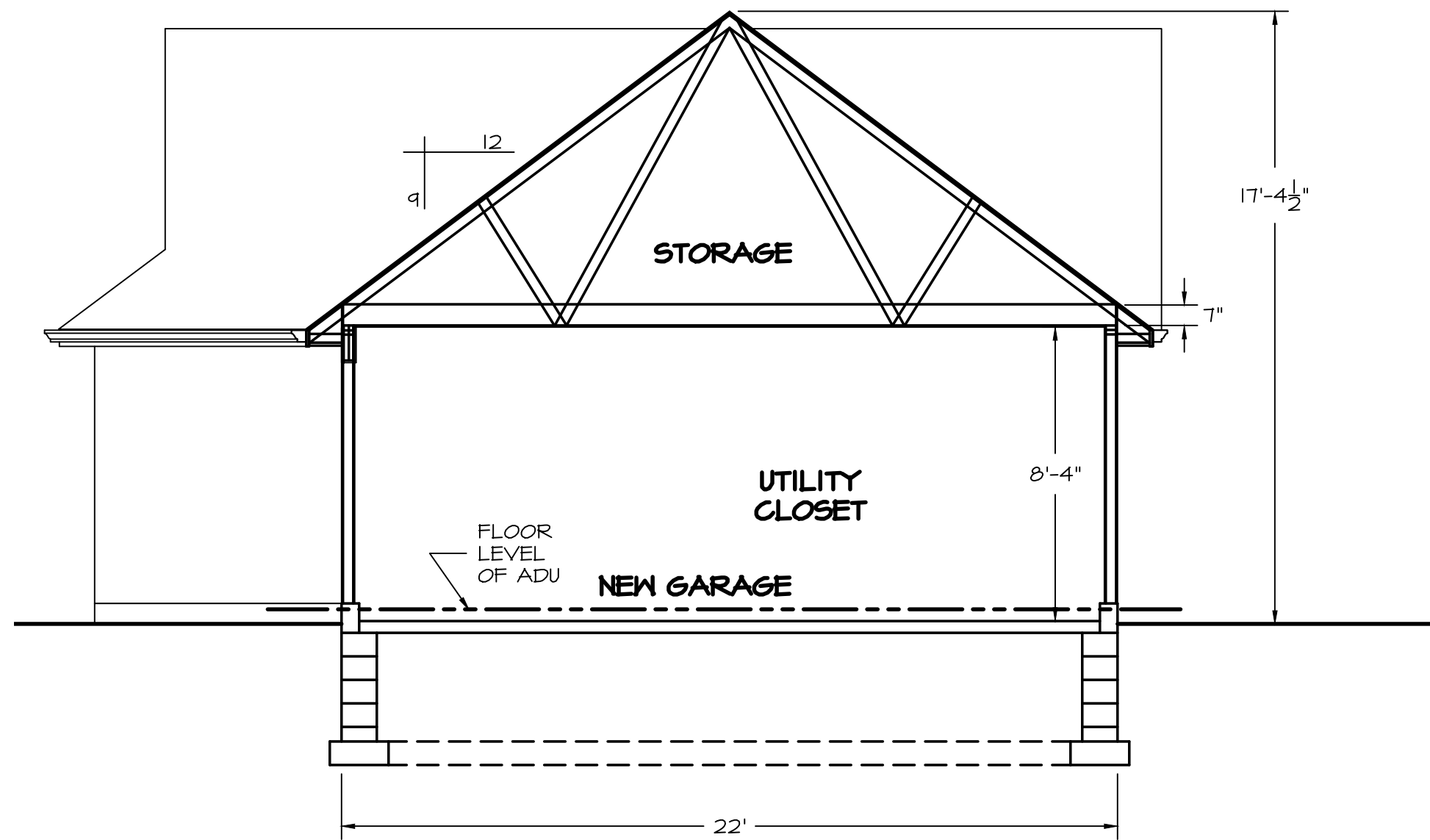
FILENAME

CAD.JOB5 2020

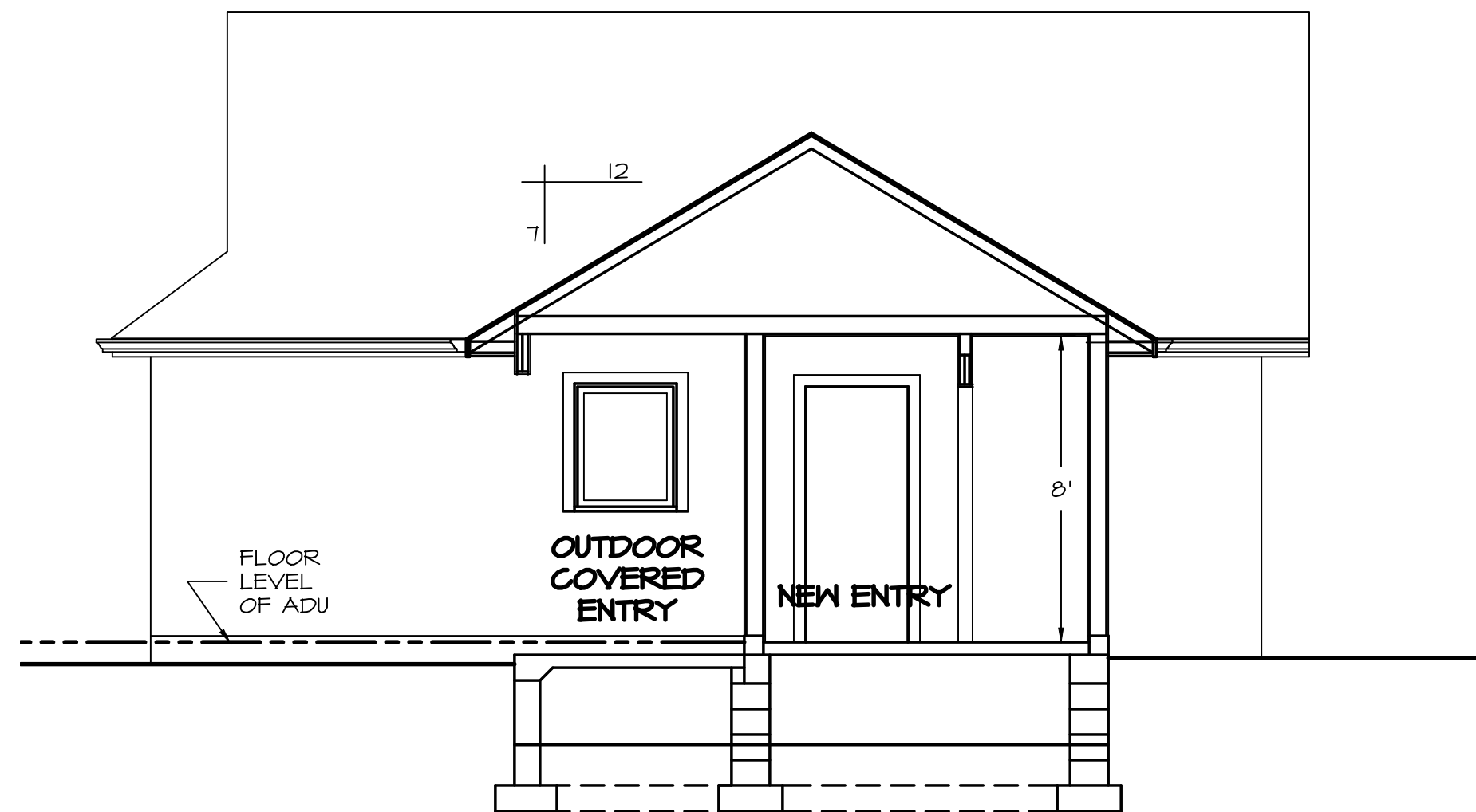
MCINERNEY-6

SYLVESTRE
DESIGN & REMODELING

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SECTION THROUGH PROPOSED GARAGE
SCALE: 1/4" = 1'-0"



SECTION THROUGH PROPOSED ENTRY
SCALE: 1/4" = 1'-0"

SYLVESTRE
DESIGN & REMODELING

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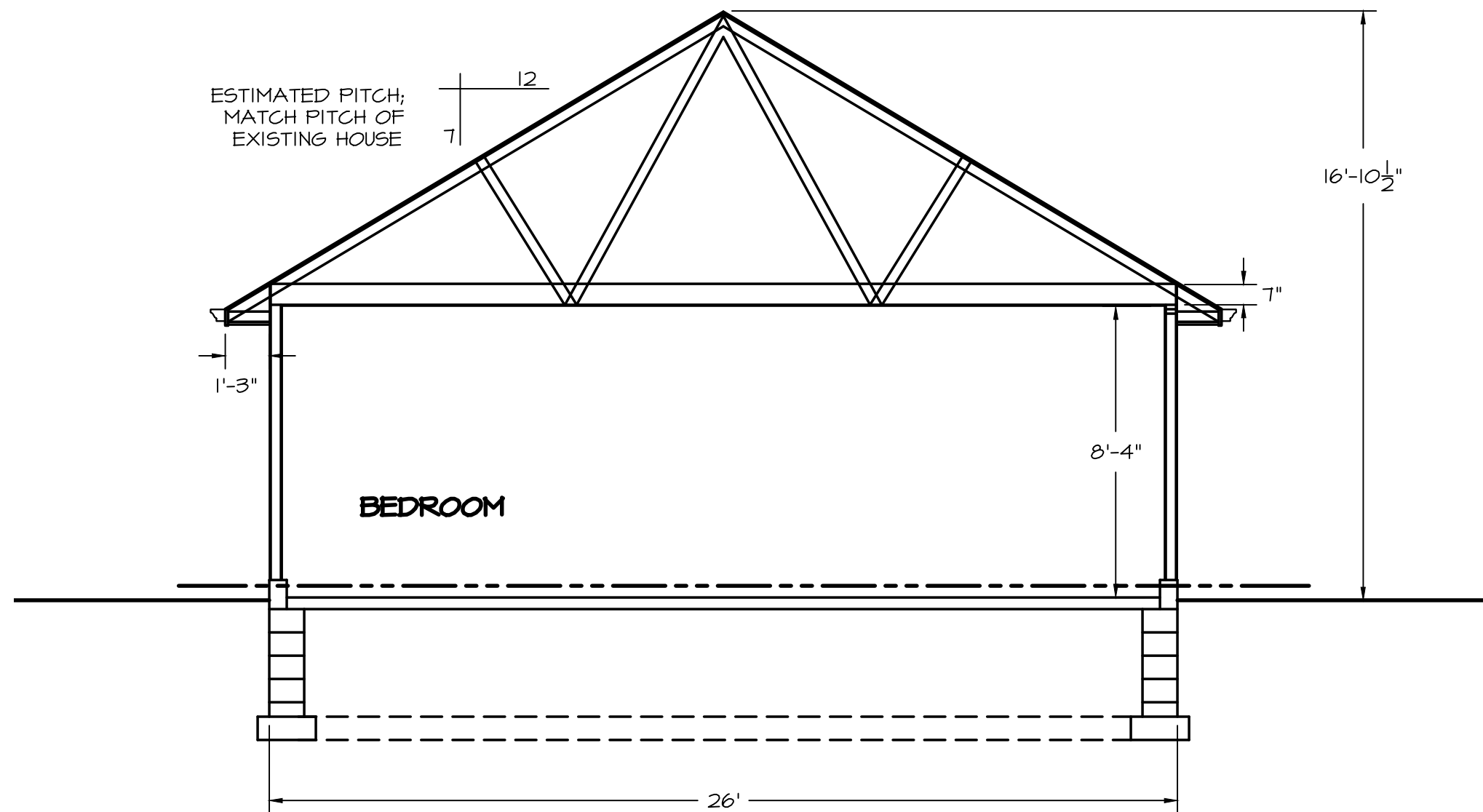
REVISIONS
04-17-20
10-15-20
11-17-20
12-08-20

DATE	08-27-20
DRN BY	JK
FILENAME	CAD.JOB6 2020
	MCINERNY-8

PREPARED FOR:
MCINERNY RESIDENCE
MARGARET MCINERNY
6821 OAKLAND AVENUE SOUTH
RICHFIELD, MN 55423

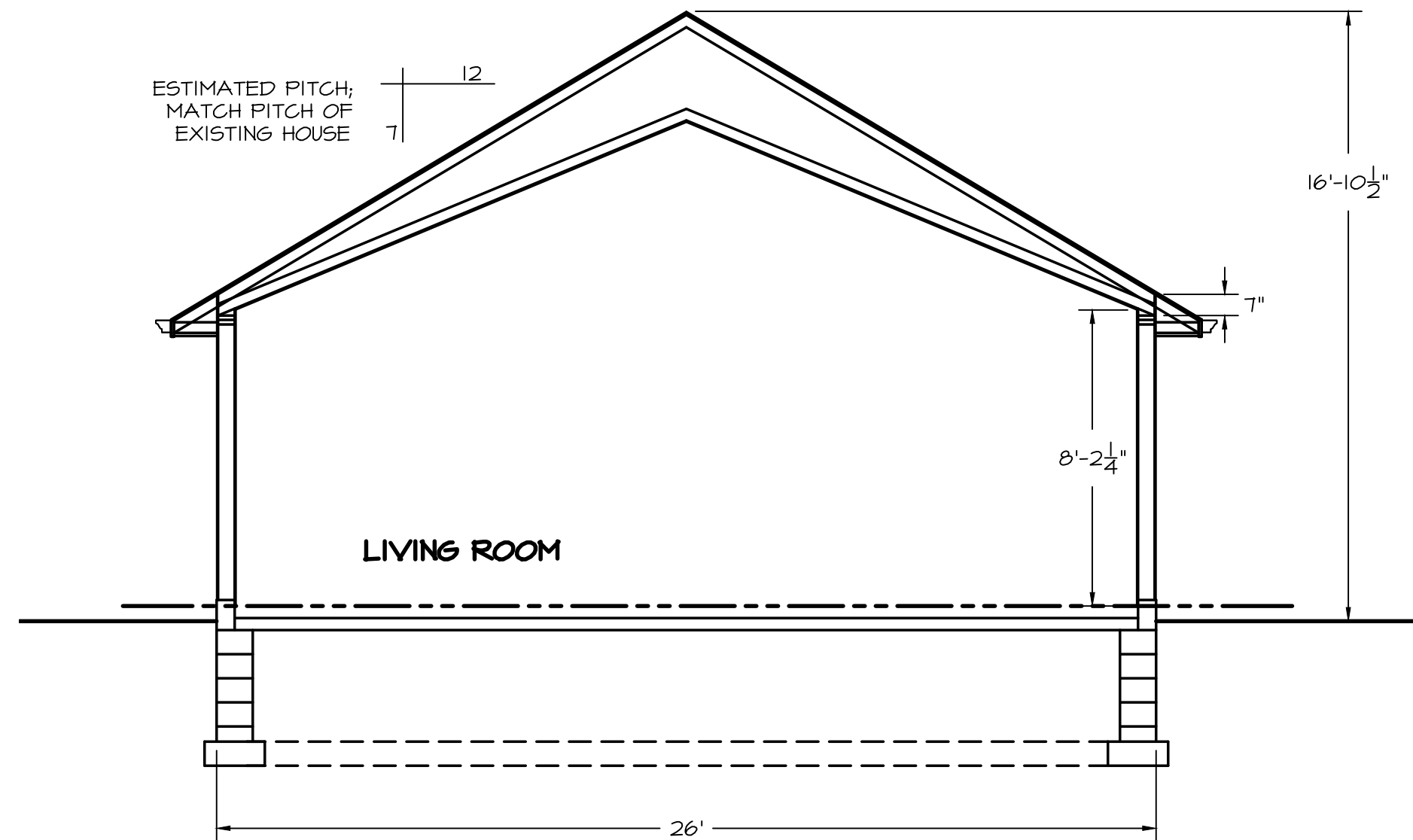
SECTIONS

SHEET
3



SECTION THROUGH ADU, 8' CEILING

SCALE: 1/4" = 1'-0"



SECTION THROUGH ADU, VAULTED CEILING

SCALE: 1/4" = 1'-0"

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REVISIONS
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12-08-20

DATE
08-21-20

DRN BY
JK

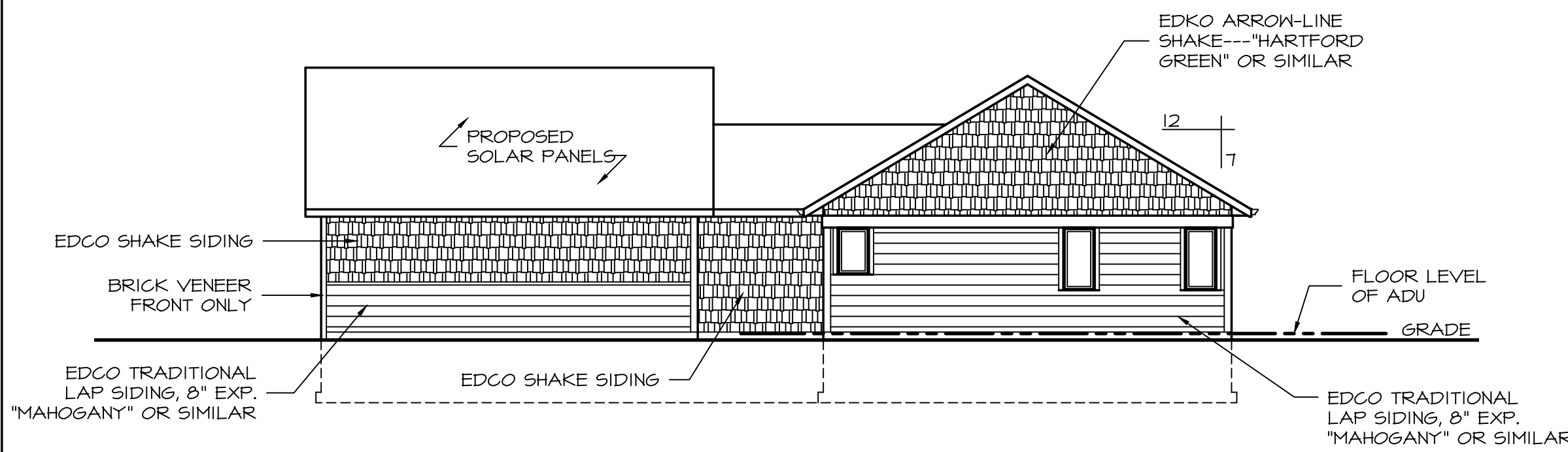
FILENAME
CAD.JOB6 2020
MCINERNY-9

PREPARED FOR:
MCINERNY RESIDENCE
MARGARET MCINERNY
6821 OAKLAND AVENUE SOUTH
RICHFIELD, MN 55423

SECTIONS

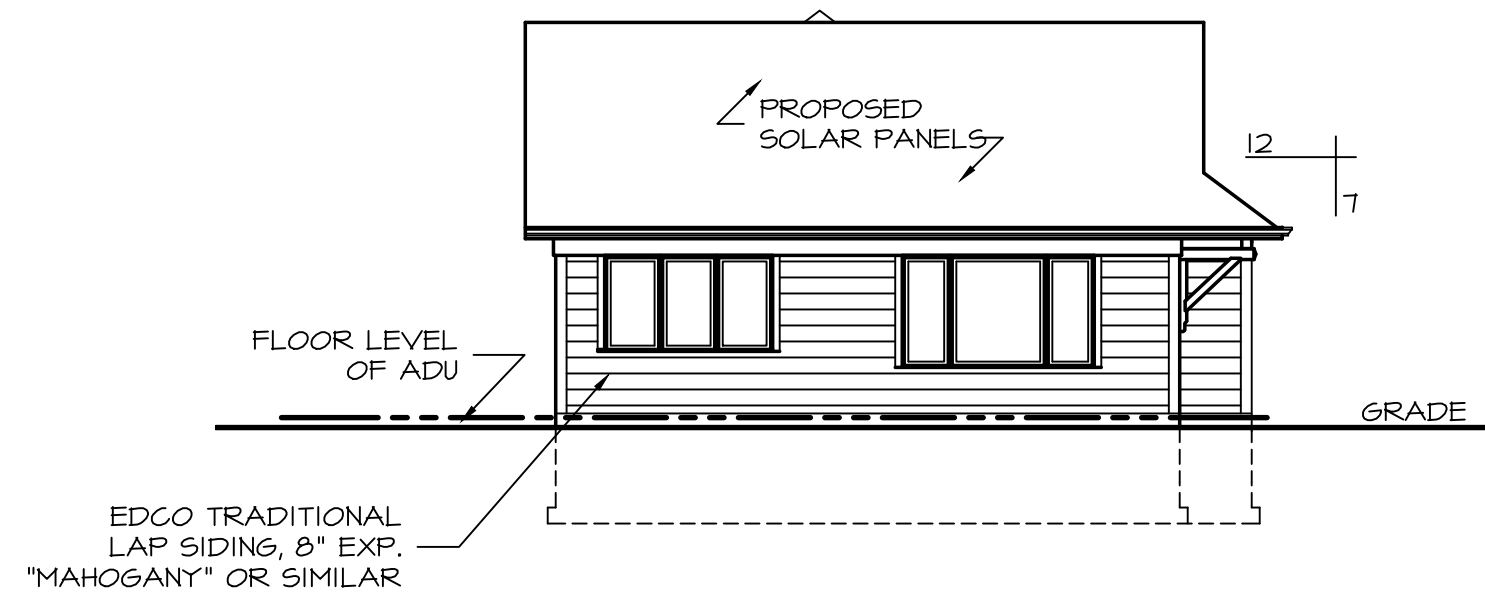
SHEET

4



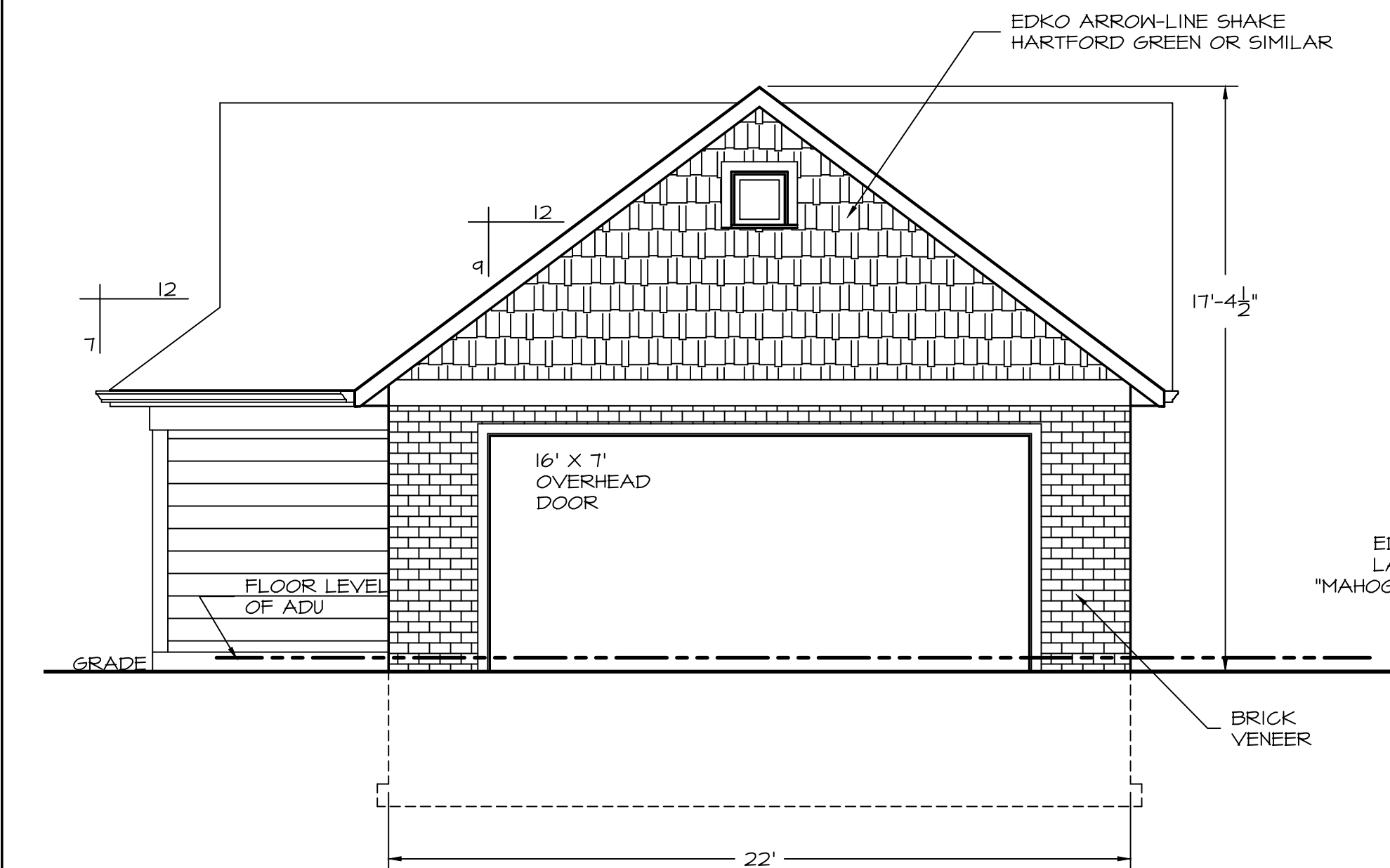
PROPOSED SOUTH SIDE ELEVATION

SCALE: 1/8" = 1'-0"



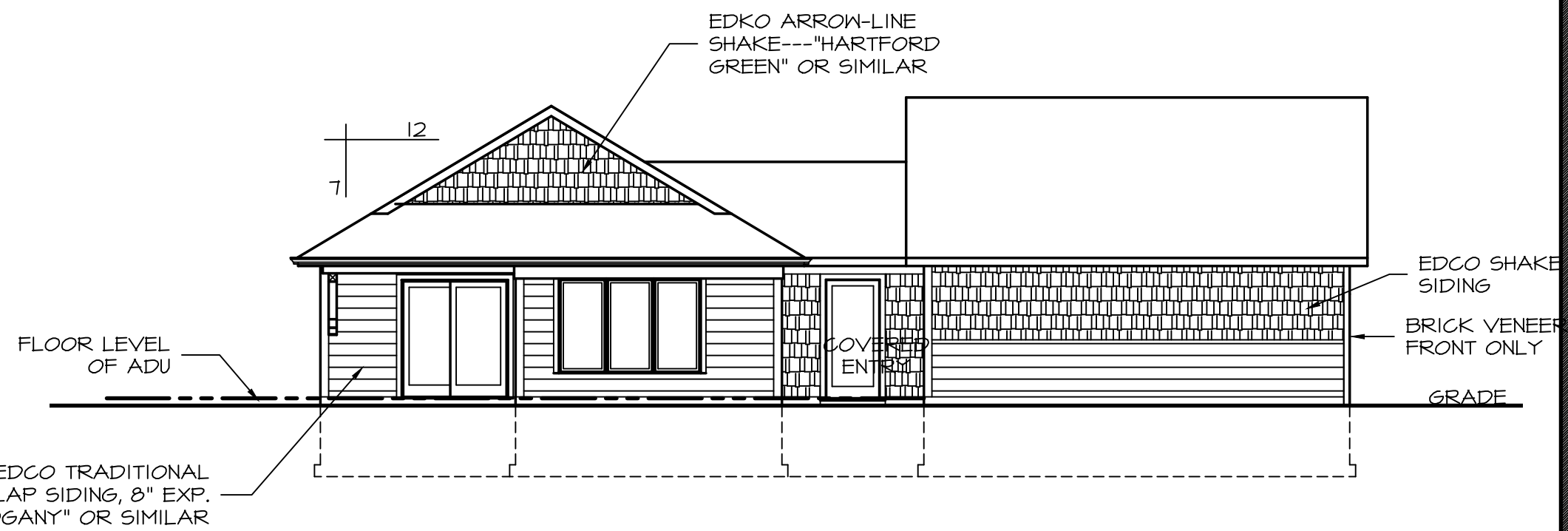
PROPOSED EAST SIDE ELEVATION

SCALE: 1/8" = 1'-0"



PROPOSED FRONT ELEVATION---WEST

SCALE: 1/4" = 1'-0"



PROPOSED NORTH SIDE ELEVATION

SCALE: 1/8" = 1'-0"

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REVISIONS	
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10-06-20	
10-12-20	
10-15-20	
11-17-20	
11-19-20	
12-08-20	

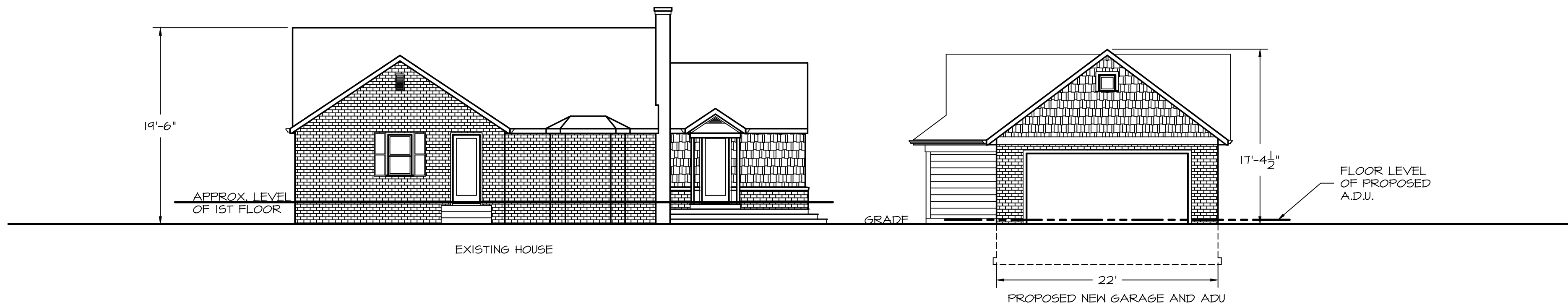
DATE	DRN BY	FILENAME
08-21-20	JK	CAD.JOBS 2020
		MCINERNY-8

PREPARED FOR:
MCINERNY RESIDENCE
MARGARET MCINERNY
6821 OAKLAND AVENUE SOUTH
RICHFIELD, MN 55423

ELEVATIONS

SHEET

5



PROPOSED WEST ELEVATION, HOUSE AND GARAGE

SCALE: 1/8" = 1'-0"

PREPARED FOR:

MCINERNY RESIDENCE

MARGARET MCINERNY

6821 OAKLAND AVENUE SOUTH

RICHFIELD, MN 55423

FRONT ELEVATION

SHEET

6

REVISIONS

04-17-20
10-06-20
10-12-20
10-15-20
11-17-20
12-08-20

DATE

08-21-20

DRN BY

JK

FILENAME

CAD.JOB6 2020

MCINERNY-6

SYLVESTRE
DESIGN & REMODELING

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 MN. LICENSE #1428



STAFF REPORT NO. 48
CITY COUNCIL MEETING
3/23/2021

REPORT PREPARED BY: Rachel Lindholm

DEPARTMENT DIRECTOR REVIEW: Amy Markle, Recreation Services Director
3/12/2021

OTHER DEPARTMENT REVIEW:

CITY MANAGER REVIEW: Katie Rodriguez, City Manager
3/17/2021

ITEM FOR COUNCIL CONSIDERATION:

Consider a resolution supporting the City of Richfield's application to host a Minnesota GreenCorps member and authorizing the City Manager to execute a host site agreement with the Minnesota Pollution Control Agency.

EXECUTIVE SUMMARY:

City staff have submitted a host site application to the Minnesota Pollution Control Agency to host a Minnesota GreenCorps member from September 2021 - August 2022. The GreenCorps member would assist the City in increasing residential recycling and organics diversion and meeting waste reduction goals by educating and engaging with community members about new and existing waste management programs and initiatives. These projects specifically include residential curbside organics collection, recycling services for multi-unit residential buildings, as well as sharing resources and promoting reuse and waste reduction opportunities.

RECOMMENDED ACTION:

By motion: Approve the resolution supporting the City of Richfield's application to host a Minnesota GreenCorps member and authorizing the City Manager to execute a host site agreement with the Minnesota Pollution Control Agency.

BASIS OF RECOMMENDATION:

A. HISTORICAL CONTEXT

- The City hosted a GreenCorps member during the 2018-2019 service year. This successful partnership saw the launch and growth of Richfield's Organics Drop-off Program as well as significant progress made on other municipal waste related initiatives.
- Due in part to this success and the growing feedback from residents about the importance of sustainability topics and needing more to be done in this area, City staff have been working on many sustainable and waste-related projects over the past few years (including the Climate Action Plan, creation of the Sustainability Commission, internal and external education, and more).
- Staff and community members are currently working on more waste management related projects and have established several goals and targets to work towards the next few years. This includes increased education, especially around curbside organics collection.
- A MN GreenCorps member would help with these efforts and increase the City's ability to reach out to and educate more residents, helping the City reach it's goals and work towards the solid

waste goals set by the County and State.

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

None

C. CRITICAL TIMING ISSUES:

The application was due on March 16th, but letters of support and resolutions can be submitted after that date.

D. FINANCIAL IMPACT:

If selected to host a GreenCorps member, there will be a small financial impact to the City of Richfield. City staff will use some staff time to supervise the GreenCorps member. The GreenCorps member would be using existing office space at the Public Works building including an existing computer and phone. The City would be responsible for the member's project-related mileage reimbursement.

E. LEGAL CONSIDERATION:

None

ALTERNATIVE RECOMMENDATION(S):

None

PRINCIPAL PARTIES EXPECTED AT MEETING:

ATTACHMENTS:

Description	Type
▣ Richfield GreenCorps Application Resolution	Resolution Letter

RESOLUTION NO.

RESOLUTION SUPPORTING THE CITY OF RICHFIELD'S APPLICATION TO HOST A MINNESOTA GREENCORPS MEMBER

WHEREAS, the City of Richfield highly values sustainability and is actively working to help the community mitigate and adapt to the effects of climate change; and

WHEREAS, the City of Richfield is currently undertaking multiple waste management related initiatives, including broadening residential organics collection, improving recycling at multi-unit residential buildings, and sharing education around reuse and waste reduction; and

WHEREAS, the City of Richfield has applied to host an AmeriCorps member from the Minnesota GreenCorps, a program of the Minnesota Pollution Control Agency (MPCA), for the 2021-2022 program year; and

WHEREAS, if the MPCA selects the City of Richfield, the City is committed to implementing the proposed project as described in the host site application, and in accordance with pre-scoped position description; and

WHEREAS, the MPCA requires that the City of Richfield enter into a host site agreement with the MPCA that identifies the terms, conditions, roles and responsibilities;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Richfield, Minnesota, that the City of Richfield hereby agrees to enter into and sign a host site agreement with the MPCA to carry out the member activities specified therein and to comply with all of the terms, conditions, and matching provisions of the host site agreement and authorizes and directs the City Manager to sign the grant agreement on its behalf.

Adopted by the City Council of the City of Richfield, Minnesota this 23rd Day of March, 2021.

Maria Regan Gonzalez, Mayor

ATTEST:

Elizabeth VanHoose, City Clerk



STAFF REPORT NO. 49
CITY COUNCIL MEETING
3/23/2021

REPORT PREPARED BY: Rachel Lindholm

DEPARTMENT DIRECTOR REVIEW: Amy Markle, Recreation Services Director
3/12/2021

OTHER DEPARTMENT REVIEW:

CITY MANAGER REVIEW: Katie Rodriguez, City Manager
3/17/2021

ITEM FOR COUNCIL CONSIDERATION:

Consider approving the drafted Richfield Residential Solid Waste Management Goals.

EXECUTIVE SUMMARY:

Richfield's sustainability efforts related to responsible waste management and reduction have increased over the past few years with the creation of the Organics Drop-off Program, the introduction of recycling in the parks, the consideration of Organized Collection, and more. These projects work towards the solid waste management goals set by the MPCA and adopted by the County. However, it has become apparent that the City would benefit from adopting Richfield-specific solid waste goals to help track the community's progress on a smaller scale over the next few years.

These five goals address program participation, resident education, decreasing overall waste tonnage, and understanding the breakdown of the waste streams. Reaching these targets and being able to report back what the city has been doing will help guide future sustainability and waste management efforts.

RECOMMENDED ACTION:

By Motion: Approve the Richfield Residential Solid Waste Management Goals.

BASIS OF RECOMMENDATION:

A. HISTORICAL CONTEXT

- In 2014, the MPCA set solid waste management goals for the Metro area - including reaching a combined recycling/organics recycling rate of 75% by 2030. These goals were later adopted by Hennepin County in their Solid Waste Management Master Plan too.
- The Richfield Organics Drop-off Program was established in 2018 and recycling was introduced in the parks in 2019. These were two of several recent initiatives to help residents and community members responsibly dispose of waste.
- The city's Climate Action Plan was written and approved in 2020, with one of the 6 main goals being "Reduce Waste Generated". Several objectives and actions were outlined to achieve this goal.
- The drafted Solid Waste goals were revised and approved by the Sustainability Commission on 2/25/21.

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

None

C. **CRITICAL TIMING ISSUES:**

Approving these goals correlates with Richfield's consideration of Organized Collection as well as Hennepin County's efforts to help cities strengthen residential waste management and reduction.

D. **FINANCIAL IMPACT:**

Efforts to reach these goals will use existing staff capacity and tie in with projects that are already in progress or have been planned for.

E. **LEGAL CONSIDERATION:**

None

ALTERNATIVE RECOMMENDATION(S):

Suggest revisions to the goals before future approval.

PRINCIPAL PARTIES EXPECTED AT MEETING:

ATTACHMENTS:

Description	Type
▣ Richfield Residential Solid Waste Goals	Backup Material



Richfield Residential Solid Waste Goals: 2021-2025

MAYOR

MARIA REGAN

GONZALEZ

Historically, the Minnesota Pollution Control Agency has adopted waste diversion goals for the Twin Cities metro area, with Hennepin County adopting the same benchmarks. Richfield continues to work to support and reach these goals, while also recognizing the need for Richfield-specific solid waste objectives.

CITY COUNCIL

SEAN HAYFORD OLEARY

MARY SUPPLE

SIMON TRAUTMANN

BEN WHALEN

The City of Richfield is proposing specific solid waste management targets for the community to work towards over the next several years. These efforts are strongly tied to goals in the City's Climate Action Plan and other city sustainability initiatives. These goals will help strengthen and structure Richfield's waste reduction and sustainability efforts, benefiting the environment and the community.

Working together and setting future goals, not only for the next four years, is one of the best tools to ensure Richfield stays on track with environmental initiatives.

CITY MANAGER

KATIE RODRIGUEZ

Targets:

- 25-40% of households receiving a cart and participating in curbside organics
- 30% of households choosing Every Other Week trash service and/or weekly 35 gallon trash
- After the first year of an organized collection program, calculate the percentage breakdown for residential solid waste generation (tons of trash, recycling, organics).
 - Compare trash and recycling generation to previous years, as data is available.
- Decrease the total tonnage of solid waste generated, while lowering the percentage of trash generated and increasing that of recycling and organics.
- Offer quarterly educational opportunities around solid waste, recycling, organics, and reduction/re-use topics. Annually engage at least 300 residents through in-person and virtual workshops as well as broader educational campaigns.
 - Solicit feedback after educational opportunities to quantify and better understand the impact.