



**WORK SESSION  
RICHFIELD MUNICIPAL CENTER, BARTHOLOMEW ROOM  
SEPTEMBER 12, 2023  
5:45 PM**

Call to order

1. Discuss progress made by Public Works in updating Richfield's ADA Transition Plan for the public right-of-way and discuss next steps.
2. Staff will review the successes and challenges of the Snow Emergency Parking Pilot Program and make recommendations regarding the future of the program.

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 612-861-9739.**



## **WORK SESSION STAFF REPORT NO. 31**

### **WORK SESSION**

**9/12/2023**

REPORT PREPARED BY: Matt Hardegger, Transportation Engineer

DEPARTMENT DIRECTOR REVIEW: Kristin Asher, Public Works Director  
9/5/2023

OTHER DEPARTMENT REVIEW:

CITY MANAGER REVIEW: Katie Rodriguez, City Manager  
9/6/2023

#### **ITEM FOR WORK SESSION:**

**Discuss progress made by Public Works in updating Richfield's ADA Transition Plan for the public right-of-way and discuss next steps.**

#### **EXECUTIVE SUMMARY:**

Public Works performed a self-evaluation of ADA facilities in the public right-of-way in the summer of 2023, with the intent of updating the ADA Transition Plan from 2014.

#### **DIRECTION NEEDED:**

**Input on project prioritization criteria, next steps, and future update schedule to the ADA Transition Plan.**

#### **BACKGROUND INFORMATION:**

##### **A. HISTORICAL CONTEXT**

Richfield's current ADA Transition Plan was adopted in 2014. The document is intended to be updated regularly with a new self-evaluation performed on the compliance of Richfield's ADA facilities in the public right-of-way. Due to potential new FHWA rules regarding receipt of federal funding, Public Works has performed a new self-evaluation in the summer of 2023, and is currently updating the body of the document.

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

An ADA Transition Plan is required by Title II of the Americans with Disabilities Act.

**Strategic Outcome Considerations:** Updating Richfield's ADA Transition Plan will ensure "City infrastructure supports service needs" and external federal funding sources can continue to be accessed to ensure "sustainable infrastructure financing".

##### **C. CRITICAL TIMING ISSUES:**

Staff is actively working on updating the ADA Transition Plan so a review of the current progress with City Council is appropriate at this time.

##### **D. FINANCIAL IMPACT:**

Facilities identified as non-compliant will need to be modified or replaced at the City's expense. An implementation plan will be included in the plan document.

E. **LEGAL CONSIDERATION:**

None

**ALTERNATIVE(S):**

None

**PRINCIPAL PARTIES EXPECTED AT MEETING:**

None

**STAFF REPORT NO. 32****WORK SESSION****9/12/2023**

REPORT PREPARED BY: Chris Link, Deputy Public Works Director

DEPARTMENT DIRECTOR REVIEW: Kristin Asher, Public Works Director  
9/5/2023

OTHER DEPARTMENT REVIEW:

CITY MANAGER REVIEW: Katie Rodriguez, City Manager  
9/6/2023**ITEM FOR WORK SESSION:**

Staff will review the successes and challenges of the Snow Emergency Parking Pilot Program and make recommendations regarding the future of the program.

**EXECUTIVE SUMMARY:**

City Staff has evaluated findings of the Snow Emergency Parking Pilot Program through the last two snow seasons. The current Snow Emergency Parking Pilot Program is attached to this report for reference. The Program included:

- Snow emergency in effect after 4" of snow rather than 2"; and
- Introduction of snow emergency parking refuge areas.

Staff will be making a recommendation regarding the future of the program and is seeking City Council's feedback and guidance. Staff is recommending:

- Maintaining the existing snow emergency threshold at 4"; and
- Eliminating the snow emergency parking refuge areas.

**DIRECTION NEEDED:**

Staff will be seeking City Council direction on whether to continue the program as-is, modify the program, or discontinue the program.

**BACKGROUND INFORMATION:****A. HISTORICAL CONTEXT**

- The Snow Emergency Parking Pilot Program was discussed at the August 10, 2021 City Council Work Session and staff was given direction to implement the program for the 2021/2022 snow season.
- The program was extended through the 2022/2023 snow season due to a lack of data/snow emergencies in the 2021/2022 snow season.

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

Any changes to the current snow emergency threshold (4") would require amending the current ordinance.

**Strategic Outcome Consideration:** The Snow Emergency Parking Pilot Program was created in-part in an effort to "*reduce racial inequities and barriers for traditionally excluded groups*".

C. **CRITICAL TIMING ISSUES:**

Direction given at this meeting will allow staff to notify the public of any changes before the upcoming snow season.

D. **FINANCIAL IMPACT:**

None

E. **LEGAL CONSIDERATION:**

None

**ALTERNATIVE(S):**

Open for discussion.

**PRINCIPAL PARTIES EXPECTED AT MEETING:**

Jay Henthorne, Public Safety Director Mike Dobesh, Fire Chief Brittany Bartlett, Equity Coordinator

**ATTACHMENTS:**

Description	Type
▣ Snow Emergency Parking Pilot Program	Backup Material

## **Snow Emergency Parking Pilot Program**

### **CITY OF RICHFIELD**

DATE: November 14, 2022

SUBJECT: Snow Emergency Parking Pilot Program

#### **Introduction**

The department has come to understand that its existing snow emergency policies may cause hardship for residents who do not have access to off-street parking. The purpose of this pilot program is to limit/reduce ticketing and towing of vehicles which burden residents that do not have access to off-street parking; and test and understand the usefulness of temporary 24-hour designated snow emergency parking areas in Richfield. With the implementation of this pilot program, the department strives to provide temporary parking options for those residents who do not have adequate off-street parking while also ensuring that our snow removal efforts continue to best serve Richfield as a whole.

#### **Definitions**

“Snow emergency” means that period of time in which on-street parking is restricted following a snowfall of four (4) inches or more and/or upon the declaration of a snow emergency by the City Manager as detailed in section 1305.13 of the Richfield Municipal Code (Attachment #1).

“Snow emergency parking area” means those areas which are exempt from standard snow emergency parking restrictions for 24 hours following the declaration of a snow emergency. Snow emergency parking areas are designated by the City Manager or designee.

“Snow emergency parking area sign” means specially designed and installed signs that indicate a street is within a snow emergency parking area and is exempt from the standard snow emergency parking restrictions for 24 hours. An example of a snow emergency parking sign is attached to this pilot program (Attachment #2).

#### **Pilot Program**

For the 2022-2023 winter season, the City of Richfield will continue use of designated snow emergency parking areas. Residents can utilize these snow emergency parking areas for 24 hours following the declaration of a snow emergency. Snow emergency parking area signs will mark those areas where parking is allowed.

Snow emergency parking areas will be available for a total of 24 hours after a snow emergency is declared. The City of Richfield’s website will indicate the specific time at which a snow emergency was declared, or residents can call the Richfield Snow Information Hotline at 612-861-9178. After the 24 hour snow emergency parking area period has expired, the city will begin clearing snow in these areas and any cars that remain are subject to a ticket and tow, per normal procedure. For these parking areas to

work correctly, it is important that residents promptly retrieve their vehicles after their street or parking lot has been cleared.

### **Snow Emergency Parking Areas**

For the 2022-2023 winter season, the City Manager has designated the following stretches of roadway as snow emergency parking areas:

- Cedar Avenue—East side, from 66<sup>th</sup> Street to Diagonal Boulevard;
- Cedar Avenue—Both sides, from 67<sup>th</sup> Street to 75<sup>th</sup> Street; and
- 78<sup>th</sup> Street—North side, from 12<sup>th</sup> Avenue to Portland Avenue.

These snow emergency parking areas are clearly marked with a snow emergency parking area sign. A map of these snow emergency parking areas is attached to this pilot program (Attachment #3).

### **Resident Notification**

The City has worked diligently to raise awareness of this pilot program. All Richfield commercial and residential addresses were mailed a letter in October 2021 and November 2022 notifying them of the changes to Richfield's snow emergency policy and the snow emergency parking pilot program. Addresses in high-density multifamily buildings near the designated snow emergency parking areas were mailed an additional postcard regarding the changes too. At the same time, the City of Richfield's webpages regarding snow removal operations was revamped to include information about the new initiative. The Richfield/Bloomington Sun Current ran a front page story on the snow emergency parking pilot program in October 2021 as well. A notice about the program ran in the Q4 RAMA Reporter which is a quarterly e-newsletter sent to rental property managers and owners in Richfield by the Community Development Department.

### **Pilot Program Feedback and Review**

Throughout the pilot program, the city is interested in receiving feedback from residents. Interested residents who have questions, comments or concerns about the program should contact Deputy Public Works Director Chris Link by calling 612-861-9174 or emailing [clink@richfieldmn.gov](mailto:clink@richfieldmn.gov).

The City will review, update or modify this pilot program as needed and at a minimum annually.

**1305.13. Snow removal.**

**Subdivision 1.**Snow emergency parking restrictions. After a snowfall of two (2) inches or more and/or upon the declaration of a snow emergency by the City manager or a designee, no person shall stop, stand, park or leave any vehicle or permit it to stand upon any street or highway. Lawful parking may be resumed on such streets or highways only after the snow has been removed or plowed curb to curb. (Amended, Bill No. 1996-20)

**Subd. 2.**Emergencies: further restrictions. If the City manager finds it necessary for purposes of the safety and welfare of the City or to facilitate any construction, maintenance, or repair of a street or highway in the City the manager may initiate and enforce necessary emergency procedures to further restrict parking of vehicles on streets or highways in the City.

**Subd. 3.**Vehicle removal. The removal and disposal of vehicles under this subsection shall be in accordance with this code.





### Attachment #3

**Snow Emergency Parking Allowed**  
Cedar Ave - East Side Of The Road  
From 66th St To Diagonal Blvd.

**Snow Emergency Parking Allowed**

Cedar Ave - West Side Of The Road  
From 67th St To 75th St.

**Snow Emergency Parking Allowed**

78th St - North Side Of The Road  
From Portland Ave To 12th Ave.

# SNOW EMERGENCY PARKING





November 16, 2022

**MAYOR**

MARIA REGAN GONZALEZ

**CITY COUNCIL**

SEAN HAYFORD OLEARY

MARY SUPPLE

SIMON TRAUTMANN

BEN WHALEN

**CITY MANAGER**

KATIE RODRIGUEZ

Richfield resident,

The Public Works Department is proud to offer one of the best snow removal operations in the Twin Cities. If it is snowing, we are out there making sure the roads and sidewalks are clear and safe to travel on, as quickly as possible. We intend for that to remain the case for the upcoming winter weather season, and beyond.

At the same time, we are concerned that some of the city's snow emergency practices, which have been in place for decades, may not be serving all of our residents equitably or in the same way. We want everyone to have access to the same services, so we will be continuing the snow emergency pilot program for the 2022-2023 winter weather season.

In September 2021, the city council approved a change to the ordinance, **increasing the snow emergency threshold from two to four inches**. The pilot program aims to make snow emergencies less burdensome for residents that utilize on-street parking. Data will again be collected throughout the pilot program, which will continue through the 2022-2023 winter season, and the findings will be presented to the council to determine if the snow emergency threshold should be changed permanently. The ordinance change and pilot program went into effect on October 28, 2021.

As part of this program, the city created parking refuge areas that will be designated for parking during snow emergencies. A total of 392 parking spaces are available for 24 hours following a declared snow emergency. These spaces are designated with signage along Cedar Avenue and 78th Street East. A map of these areas is included with this letter.

The city council and staff will be seeking feedback regarding the pilot program as winter progresses. Residents are encouraged to contact their council member or Deputy Public Works Director Chris Link by calling 612-861-9174 or emailing [clink@richfieldmn.gov](mailto:clink@richfieldmn.gov).

For more information about the snow emergency pilot program, visit: [www.richfieldmn.gov/WinterParking](http://www.richfieldmn.gov/WinterParking)

Sincerely,

Chris Link  
Operations Superintendent  
Public Works Department