



**REGULAR CITY COUNCIL MEETING  
RICHFIELD MUNICIPAL CENTER, COUNCIL CHAMBERS  
OCTOBER 26, 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. Comments are to be an opportunity to address the Council. Individuals who wish to address the Council must have registered prior to the meeting.***

Approve the Minutes of the (1) City Council Work Session of October 12, 2021; (2) City Council Meeting of October 12, 2021; and (3) Joint Council/HRA/Planning Commission Work Session Meeting of October 18, 2021.

**PRESENTATIONS**

1. 16th Annual Great Pumpkin Giveaway coloring contest winners. Presentation given by Steve Schneeberger.
2. Friendship City Commission annual report given by Chair Marty Kirsch.
3. Transportation Commission annual report given by Chair Wesley Dunser.

**AGENDA APPROVAL**

4. Approval of the Agenda
5. **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 adoption of a resolution designating polling places for 2022.  
Staff Report No. 160
6. Consideration of items, if any, removed from Consent Calendar

**CITY MANAGER'S REPORT**

7. City Manager's Report

**CLAIMS AND PAYROLLS**

8. Claims and Payroll

**COUNCIL DISCUSSION**

9. Hats Off to Hometown Hits

10. 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

October 12, 2021

<b>CALL TO ORDER</b>
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The meeting was called to order by Mayor Regan Gonzalez at 5:00 p.m. in the Bartholomew Room.

Council Members Present: Maria Regan Gonzalez, Mayor; Mary Supple; Simon Trautmann (arrived 5:25pm); Sean Hayford Oleary; and Ben Whalen

Staff Present: Katie Rodriguez, City Manager; John Stark, Community Development Director; Blanca Martinez Gavina, Equity Administrator; Chris Swanson, Management Analyst; and Kari Sinning, City Clerk

<b>ITEM #1</b>	<b>CONSIDER THE PROPOSED UPDATE TO THE CITY'S LEGISLATIVE PROCESS</b>
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City Manager Rodriguez introduced our lobbyists Ann Lenczewski and Angie Huss, Equity Administrator Blanca Martinez Gavina, and Management Analyst Chris Swanson for the presentation.

Equity Administrator Martinez Gavina gave an overview of the current legislative process.

Management Analyst Swanson stated the proposed changes to the current legislative process.

Equity Administrator Martinez Gavina broke down the specific changes of the proposed changes and introduced our lobbyist, Ann Lenczewski, who stated her background and the need for the legislative support for the city and how the city can support the state and federal legislature that affects the city directly. Lobbyist Lenczewski also gave advice about how to address the legislators to be the most effective for our community. Lobbyist Angie Huss clarified that there should be issues initiated by the city and there are issues that the city would be supportive/opposed to so that legislators know where to focus.

Council Member Whalen asked for clarification of how to support community issues that are at a state level. Lobbyist Lenczewski recommended having the delineation of testifying on the behalf themselves as a private citizen or on behalf of the city. City Manager Rodriguez gave a couple of examples.

Management Analyst Swanson gave a summary and an overview of the next steps.

Council Member Supple supported the idea of the council adopting and voting on the legislative priorities.

Council Member Hayford Oleary supported the clarification of the process and had a few questions regarding the internal political policies, the timeline of approval by council, and the number of legislative topics brought forward by the city. Management Analyst Swanson clarified his first and second questions stating that this is a city staff policy that would be updated to be more clear to staff

and that a work session would be brought forward to council at a later date. City Manager Rodriguez described how legislative topics would be brought forward by staff as a part of the legislative process.

Council Member Supple asked for a verification of the timeline of which City Manager Rodriguez stated the proposed dates.

Council Member Whalen echoed Council Member Hayford Oleary’s point of making the legislative priorities more cohesive to the top priorities of the city and showed excitement about the testifying policy updates. City Manager Rodriguez is hoping that this will make it clear to all employees of the city of our policies of those that testify on behalf of the city or on behalf of themselves.

Mayor Regan Gonzalez approves the of policy changes and would like to see that council and staff are all aware of the policies. Mayor Regan Gonzalez expressed excitement that we are moving in the right direction and would love to see more communication out to the residents regarding these legislative processes.

Council Member Whalen appreciated the lobbyists’ updates.

Mayor Regan Gonzalez thanked the lobbyists for their continued support of this growing city and thanked staff for their leadership.

Lobbyist Lenczewski thanked the city for the help that we can provide for their process.

Council Member Trautmann also thanked the lobbyists and city staff for their contributions to the city.

<b>ITEM #2</b>	<b>PRESENTATION BY STATE DEMOGRAPHER SUSAN BROWER</b>
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City Manager Rodriguez introduced State Demographer Susan Brower.

State Demographer Brower gave an overview of the demographics of the country, state, county, and city.

Council Members discussed the growth areas of the city and how the data collected may be skewed due to the populations of Richfield that have changed since the census data was collected.

Community Development Director Stark agreed with Council Members and the Mayor regarding the data collected.

Mayor Regan Gonzalez thanked State Demographer Brower for her contribution to the process.

Council Member Supple asked about State Demographer Brower’s role in redistricting.

Council Member Whalen asked about the timeline of redistricting. State Demographer Brower shared that Feb 2022 is the deadline for Legislative boundaries.

Council Member Hayford Oleary asked about redistricting for the city wards. City Clerk Sinning stated that Hennepin County helps with this process and will know more information after the school board election.

Mayor Regan Gonzalez stated that seeing this data helps solidify our core value of being equitable to all our residents and reiterated that the census really shows who we are as a city and how we can use this data to help our work.

**ADJOURNMENT**

The work session was adjourned by unanimous consent at 6:29 p.m.

Date Approved: October 26, 2021

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Maria Regan Gonzalez  
Mayor

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Kari Sinning  
City Clerk

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Katie Rodriguez  
City Manager



# CITY COUNCIL MEETING MINUTES

Richfield, Minnesota

## Regular Council Meeting

October 12, 2021

**CALL TO ORDER**

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

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

Council Members Absent: Simon Trautmann

Staff Present: Katie Rodriguez, City Manager; Mary Tietjen, City Attorney; Kristin Asher, Public Works Director; Melissa Poehlman, Assistant Community Development Director; John Stark, Community Development Director; Kelly Wynn, Administrative Assistant; Chris Swanson, Management Analyst; and Kari Sinning, City Clerk

**PLEDGE OF ALLEGIANCE**

Mayor Regan Gonzalez led the Pledge of Allegiance

**OPEN FORUM**

Administrative Assistant Wynn reviewed the options to participate and stated there were no callers.

**APPROVAL OF MINUTES**

M/Whalen, S/Supple to approve the minutes of the: (1) City Council Work Session of September 28, 2021; and (2) City Council Meeting of September 28, 2021.

Motion carried 4-0.

<b>Item #1</b>	<b>APPROVAL OF THE AGENDA</b>
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M/Hayford Oleary, S/Supple to approve the agenda.

Motion carried 4-0.

<b>Item #2</b>	<b>CONSENT CALENDAR</b>
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City Manager Rodriguez presented the consent calendar.

- A. Consider the approval of a resolution for reimbursement of certain expenditures from the proceeds of street reconstruction bonds to be issued by the City for the 65th Street Reconstruction Project. (Staff Report No. 151)

**RESOLUTION NO. 11888**

**RESOLUTION DECLARING THE OFFICIAL INTENT OF THE CITY OF RICHFIELD TO REIMBURSE CERTAIN EXPENDITURES FROM THE PROCEEDS OF BONDS TO BE ISSUED BY THE CITY WITH RESPECT TO THE 65TH STREET RECONSTRUCTION PROJECT**

- B. Consider the approval of a resolution requesting a MnDOT State Aid Design Element Variance for the 65th Street Reconstruction Project. (Staff Report No. 152)

**RESOLUTION NO. 11889**

**RESOLUTION REQUESTING A VARIANCE FROM STANDARD FOR STATE AID OPERATION FOR THE 65TH STREET RECONSTRUCTION PROJECT/S.A.P 157-104-005**

- C. Consider a Resolution Approving an Amphitheater Agreement with Benefactor Brewing LLC. (Staff Report No. 153)

**RESOLUTION NO. 11890**

**RESOLUTION APPROVING AMPHITHEATER AGREEMENT WITH BENEFACOR BREWING LLC**

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

Motion carried 4-0.

<b>Item #3</b>	<b>CONSIDERATION OF ITEMS, IF ANY, REMOVED FROM CONSENT CALENDAR</b>
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None

<b>Item #4</b>	<b>PUBLIC HEARING AND CONSIDER THE ADOPTION OF A RESOLUTION APPROVING THE FIVE-YEAR STREET RECONSTRUCTION PLAN (2022-2026) AND AUTHORIZE THE ISSUANCE OF STREET RECONSTRUCTION BONDS TO FINANCE THE 2022-2023 65TH STREET RECONSTRUCTION PROJECT. (STAFF REPORT NO. 154)</b>
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Council Member Supple read staff report 154.

City Engineer Powers presented the five-year reconstruction plan.

Council Member Hayford Oleary asked a clarifying question of which year construction would take place on Lyndale and questioned the generalization of the project titles which City Engineer Powers stated that specific details would be given closer to actual construction. Public Works Director Asher added that Lyndale should be part of project one.

Council Member Whalen reiterated to the public that the whole community benefits from these construction projects and that is why it is added to property taxes instead of special assessments.

Council Member Supple opened the public hearing.

Administrative Assistant Wynn reviewed the options to participate and stated there were no callers.

There were no speakers at the public hearing.

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

Motion carried 4-0.

M/Supple, S/Hayford Oleary to adopt the resolution approving the Five- Year Street Reconstruction Plan and authorizing the issuance of street reconstruction bonds to finance the 2022-2023 65th Street Reconstruction Project.

**RESOLUTION NO. 11891**

**RESOLUTION ADOPTING A STREET RECONSTRUCTION PLAN AND PROVIDING PRELIMINARY APPROVAL FOR THE ISSUANCE OF STREET RECONSTRUCTION BONDS THEREUNDER**

Motion carried 4-0.

Item #5	<b>PUBLIC HEARING AND CONSIDER A RESOLUTION ADOPTING THE ASSESSMENT FOR REMOVAL OF DISEASED TREES FROM PRIVATE PROPERTY FOR WORK ORDERED FROM JANUARY 1, 2020, THROUGH DECEMBER 31, 2020. (STAFF REPORT NO. 155)</b>
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Council Member Supple read staff report 155

City Attorney Tietjen explained the process of the certification of assessments.

Council Member Supple opened the public hearing.

Bret Smith, 6625 3<sup>rd</sup> Ave S, spoke about the removal of the tree on his property and asked for clarification of payment and thanked city staff for their help in removing the diseased tree.

Public Works Director Asher stated that there is a typo in the resolution and City Attorney Tietjen recommended the adoption of the corrected resolution.

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

Motion carried 5-0.



M/Supple, S/Hayford Oleary to approve the resolution with correction adopting the assessment for removal of diseased trees from private property for work ordered from January 1, 2020, through December 31, 2020.

**RESOLUTION NO. 11892**

**RESOLUTION ADOPTING ASSESSMENT FOR THE REMOVAL OF DISEASED TREES FROM PRIVATE PROPERTY FOR WORK ORDERED DURING JANUARY 1, 2020 THROUGH DECEMBER 31, 2020**

Council Member Hayford Oleary clarified that this is for trees on private property not on boulevards.

Motion carried 4-0.

Item #6	<b>PUBLIC HEARING AND CONSIDER RESOLUTIONS ADOPTING THE ANNUAL INTERSTATE/LYNDALE/NICOLLET (ILN) PROJECT AREA ASSESSMENT AND PROPOSED WORK FOR 2022. (STAFF REPORT NO. 156)</b>
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Council Member Hayford Oleary read staff report 156 and opened the public hearing.

Administrative Assistant Wynn stated there were no callers.

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

Motion carried 4-0.

M/Hayford Oleary, S/Whalen to (1) adopt a resolution adopting the assessment on the ILN Project Area for costs incurred to maintain the area for 2020; and

**RESOLUTION NO. 11893**

**RESOLUTION ADOPTING ASSESSMENT ON INTERSTATE-LYNDALE-NICOLLET (ILN) PROJECT AREA MAINTENANCE FOR THE PERIOD JANUARY 1, 2020 TO DECEMBER 31, 2020**

M/Hayford Oleary, S/Supple to (2) adopt a resolution ordering the undertaking of the current service project within the ILN Project Area for 2022.

**RESOLUTION NO. 11894**

**RESOLUTION ORDERING THE UNDERTAKING OF CURRENT SERVICE PROJECT WITHIN THE INTERSTATE-LYNDALE-NICOLLET (ILN) PROJECT AREA FOR THE PERIOD JANUARY 1, 2022 TO DECEMBER 31, 2022**

Council Member Supple thanked staff for their work in this area.

Motion carried 4-0.

Item #7	<b>PUBLIC HEARING REGARDING THE ASSESSMENT OF DELINQUENT UTILITY ACCOUNTS, FALSE ALARMS, WEED ERADICATION CHARGES AND VACANT PROPERTY REGISTRATION FEES TO BE CERTIFIED TO PROPERTY TAXES. (STAFF REPORT NO. 157)</b>
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Council Member Whalen read staff report 157 and opened the public hearing.

Council Member Supple asked for examples of Public Health or Safety Hazards of which City Manager Rodriguez would have to do some research on.

Administrative Assistant Wynn stated there were no callers.

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

Motion carried 4-0.

M/Whalen, S/Hayford Oleary to approve the attached resolution authorizing certification of unpaid water, sanitary sewer, storm water, and street light charges, false alarm fees, weed eradication charges and vacant property registration fees to the county auditor to be collected with other taxes on said properties.

**RESOLUTION NO. 11895**

**RESOLUTION AUTHORIZING CERTIFICATION OF UNPAID WATER, SANITARY SEWER, STORM WATER, STREET LIGHT CHARGES, FALSE ALARM, WEED ERADICATION, AND VACANT PROPERTY REGISTRATION FEES TO THE COUNTY AUDITOR TO BE COLLECTED WITH OTHER TAXES ON SAID PROPERTIES**

Motion carried 4-0.

Item #8	<b>CONSIDER APPROVAL OF A RESOLUTION ACCEPTING THE PORTLAND GATEWAY REPORT AND DIRECTING STAFF TO CONSIDER ITS RECOMMENDATIONS WHEN EVALUATING PROPOSALS AND POLICIES IN THE STUDY AREA (STAFF REPORT NO. 158)</b>
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Council Member Hayford Oleary presented staff report 158.

Assistant Community Development Director Poehlman gave detail regarding the study to gather ideas and feedback and clarified the next steps.

Council Member Hayford Oleary extended to the other council members that these ideas are useful to the 494 Project update that is coming up in a later work session and how we can use these ideas to advocate for the city.

M/Hayford Oleary, S/Supple to approve the attached resolution accepting the Portland Gateway Report and directing staff to consider its recommendations when considering code amendments, policy and programming, and land use applications in the Portland Gateway area.

**RESOLUTION NO. 11896**

**RESOLUTION ACCEPTING THE PORTLAND GATEWAY REPORT AND DIRECTING STAFF TO CONSIDER ITS POLICY RECOMMENDATIONS FOR THE PORTLAND GATEWAY AREA**

Council Member Whalen appreciated the public input that was gathered in this report but was concerned about the use of the areas in the report and asked for clarification of the report being used by staff.

Assistant Community Development Director Poehlman clarified that by accepting this report it is not agreeing to implement the policies in the plan.

Mayor Regan Gonzalez echoed the comments of Council Member Hayford Oleary and Council Member Whalen and that the council is pushing hard to make sure this project does the best for the residents.

Motion carried 4-0.

Item #9	<b>CONSIDER APPROVAL OF A CONDITIONAL USE PERMIT FOR 817 66TH STREET EAST TO ALLOW A CLASS I RESTAURANT (STAFF REPORT NO. 159)</b>
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Council Member Whalen presented staff report 159.

Assistant Community Development Director Poehlman reminded council the process of relating to a CUP.

M/Whalen, S/Hayford Oleary to approve the attached resolution granting a Conditional Use Permit for 817 66th Street East to allow a Class I restaurant.

**RESOLUTION NO. 11897**

**RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR A RESTAURANT AT 817 66TH STREET EAST**

Council Member Supple understood that this meets the requirements and urged the new restaurant to keep the neighborhood in mind.

Council Member Hayford Oleary questioned parking and Assistant Community Development Director Poehlman stated that the city would be looking for issues that would create public safety concerns or continual overflow. Council Member Hayford Oleary wished that the city did not have these parking requirements as it does not benefit business owners coming to Richfield and also acknowledged that from a land use perspective that this is a good project and meets the requirements.

Council Member Whalen stated this decision is regarding whether or not this new use fits the area based on the zoning code of which it does. He stated some resident concerns and explained why it is a good use of the location for the restaurant due to the proximity to amenities of the city.

Mayor Regan Gonzalez reiterated the CUP conditions and addressed issues that residents had and Assistant Community Development Director Poehlman clarified those concerns. Mayor Regan Gonzalez also compared Local Roots and the proposed restaurant and shared that both meet the conditional use permit conditions. With a heavy heart, Mayor Regan Gonzalez voted in support of the conditions and shared that Local Roots is one of a kind in Richfield.

Council Member Supple thanked Local Roots for their contribution to the community and hoped that Local Roots can remain in the city.

Council Member Hayford Oleary clarified that people are still not allowed to park illegally and if there are parking issues to bring them up to the city and to call the authorities. Council Member Hayford Oleary also acknowledged the loss of Local Roots and is excited for this new project.

Council Member Whalen appreciated staff's concern of public safety and urged neighbors to reach out to him as ward three council member.

Motion carried 4-0.

<b>Item #10</b>	<b>CITY MANAGER'S REPORT</b>
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City Manager Rodriguez gave a covid and organized collection update.

Council Member Supple thanked staff for their help on organized collection.

Council Member Hayford Oleary asked for clarification on whom to contact for incorrect cart issues. City Manager Rodriguez stated to try to contact the hauler first and if they do not respond to contact the city.

Council Member Whalen asked for a clarification of what residents should do if they want a different size cart or to sign up for organics collection and also thanked staff for their work. Management Analyst Swanson explained the process with each hauler. Council Member Whalen also encouraged resident vaccination.

<b>Item #11</b>	<b>CLAIMS AND PAYROLL</b>
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M/Supple, S/Whalen that the following claims and payrolls be approved:

<b>U.S. Bank</b>	<b>10/12/2021</b>
A/P Checks: 300547 - 300930	\$ 939,066.12
Payroll: 165293 - 165598	<u>731,449.69</u>
TOTAL	\$ 1,670,515.81

Motion carried 4-0

<b>Item #12</b>	<b>HATS OFF TO HOMETOWN HITS</b>
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Council Member Whalen applauded the turnout of the Woodlake 50<sup>th</sup> anniversary celebration and shared a reminder to vote for School Board Election.

Council Member Supple noticed a reduction in traffic with organized hauling, encouraged artists to share their projects in the display cases in the city, and shared events at the Bandshell.

Council Member Hayford Oleary thanked staff for the organized hauling and mentioned construction along Portland Ave.

Mayor Regan Gonzalez gave accolades to Rachel Lindholm for her contribution to organized hauling along with the additional staff that contributed to the success of the organized hauling and also shared Halloween events in the city.

<b>Item #11</b>	<b>ADJOURNMENT</b>
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The meeting was adjourned by unanimous consent at 8:29 p.m.

Date Approved: October 26, 2021

\_\_\_\_\_  
Maria Regan Gonzalez  
Mayor

\_\_\_\_\_  
Kari Sinning  
City Clerk

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Katie Rodriguez  
City Manager



# CITY COUNCIL MEETING MINUTES

Richfield, Minnesota

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

**October 18, 2021**

**CALL TO ORDER**

The work session was called to order by HRA Chair Supple at 6:15 p.m. in the Bartholomew Room.

Council Members Present: Maria Regan Gonzalez, Mayor; Mary Supple, Ben Whalen; Sean Hayford Oleary; and Simon Trautmann (arrived 6:26).

Council Members Absent: None.

HRA Members Present: Mary Supple, Chair; Maria Regan Gonzalez; Erin Vrieze Daniels.

HRA Members Absent: Sue Sandahl; and Lee Ohnesorge

PC Members Present: Brian Pynn; Jim Rudolph (left 6:30); Brendan Kennealy; and Brett Stursa.

PC Members Absent: Kathryn Quam, Chair; and Susan Rosenberg.

Staff Present: John Stark, HRA Executive Director/Community Development Director; Julie Urban, Housing Manager; Ryan Kyzos, City Planner; and Kari Sinning, City Clerk.

Others Present: Ryan Schwickert, MWF Properties

<b>Item #1</b>	<b>PROPOSAL BY MWF PROPERTIES TO DEVELOP 55 UNITS OF WORK FORCE HOUSING ON THE CITY GARAGE SOUTH PROPERTY, 7700 PILSBURY AVE S</b>
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Executive Director Stark explained the reason for this work session, background with MWF Properties and introduced Ryan Schwickert with MWF Properties.

Mr. Schwickert presented the workforce housing proposal outlining their development team and summary.

Planning Commissioner Pynn asked why the original proposal that fell through. Mr. Schwickert explained that it was due to funding.

HRA Commissioner Regan Gonzalez asked about the replacement of the NOAH that was mentioned and Housing Manager Urban stated that it was due to the change at Concierge at Penn. HRA Commissioner Regan Gonzalez questioned the site plan and struggles with the site as it is such a small area to create that community feel.

HRA Commissioner Vrieze Daniels promotes the housing in that area because it does promote amenities and questioned the financials. Housing Manager Urban explained the options of finances with creating a new housing TIF district.

Council Member Whalen supported housing at the site and expressed support of a mix of income levels. Mr. Schwickert explained the reasoning behind the lower income levels due to financing and could look at options to make it more of a mix at a later date. There was discussion as to how the average income levels affect tax credits.

Planning Commissioner Kennealy questioned the zoning in reference to the comp plan. Housing Manager Urban explained that the comp plan was made to match the housing already along 494 and the comp plan would have to be amended to accommodate this.

Council Member Hayford Oleary expressed support of using this site for housing and gave some feedback on the site plan and asked for clarification on any other outstanding proposals. Community Development Director Stark stated that there are no other current proposals other than Richfield Bloomington Honda.

Council Member Trautmann questioned the long term plan for the adjacent properties in that area and City Planner Kyzos said that in the comp plan does guide the area to high-density residential but the current use is mixed-use zoning. Community Development Director Stark stated that the area is dependent upon those owners and the developers that would contact those owners to utilize the areas better.

HRA Chair Supple was happy to see garage parking included in the rent along with off street parking and the three bedroom unit availability. HRA Chair Supple also gave feedback regarding the site plan.

Community Development Director Stark summarized the next steps for the HRA, Planning Commission and City Council.

**ADJOURNMENT**

The work session was adjourned by unanimous consent at 7:00 p.m.

Date Approved: October 26, 2021

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Maria Regan Gonzalez  
Mayor

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Kari Sinning  
City Clerk

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Katie Rodriguez  
City Manager



**STAFF REPORT NO. 160**  
**CITY COUNCIL MEETING**  
**10/26/2021**

REPORT PREPARED BY: Kari Sinning, City Clerk

DEPARTMENT DIRECTOR REVIEW:

OTHER DEPARTMENT REVIEW: N/A

CITY MANAGER REVIEW: Katie Rodriguez, City Manager  
10/21/2021

**ITEM FOR COUNCIL CONSIDERATION:**

**Consider the adoption of a resolution designating polling places for 2022.**

**EXECUTIVE SUMMARY:**

Minnesota Statute section 204B.16, subd 1 requires the City Council, by ordinance or resolution, to designate polling places for the upcoming year by December 31. The designated polling places (as identified in the attached resolution) are unchanged from the polling locations from previous elections.

**RECOMMENDED ACTION:**

**By motion: Adopt a resolution designating polling places for 2022.**

**BASIS OF RECOMMENDATION:**

A. **HISTORICAL CONTEXT**

This is an annual requirement that was passed in the 2017 legislative session.

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

Minnesota Statute section 204B.16, subd 1 requires the City Council, by ordinance or resolution, to designate polling places for the upcoming year by December 31.

C. **CRITICAL TIMING ISSUES:**

Must be approved by December 31.

D. **FINANCIAL IMPACT:**

None

E. **LEGAL CONSIDERATION:**

None

**ALTERNATIVE RECOMMENDATION(S):**

None

**PRINCIPAL PARTIES EXPECTED AT MEETING:**

N/A



**ATTACHMENTS:**

Description	Type
📄 Polling Location Designation Resolution	Resolution Letter

**RESOLUTION NO.**

**RESOLUTION DESIGNATING POLLING PLACES FOR 2022**

**WHEREAS**, Minnesota Statute 204B.16, subd 1 requires the City Council, by ordinance or resolution, to designate polling places for the upcoming year; and

**WHEREAS**, changes to the polling places locations may be made at least 90 days before the next election if one or more of the authorized polling places becomes unavailable for use; and

**WHEREAS**, changes to the polling place locations may be made in the case of an emergency when it is necessary to ensure a safe and secure location for voting; and

**NOW, THEREFORE, BE IT RESOLVED**, the City Council of the City of Richfield hereby designates the following polling places for elections conducted in the city in 2022;

<u>Precinct No. 1</u> Ward 3	Mt. Calvary Education Building 6541 16th Avenue
<u>Precinct No. 2</u> Ward 2	St. Peter's Catholic Church 6730 Nicollet Avenue
<u>Precinct No. 3</u> Ward 1	Sheridan Hills School 6400 Sheridan Avenue
<u>Precinct No. 4</u> Ward 1	St. Richard's Catholic Church 7540 Penn Avenue
<u>Precinct No. 5</u> Ward 1	Richfield Middle School 7461 Oliver Avenue
<u>Precinct No. 6</u> Ward 2	Central School Building 7145 Harriet Avenue
<u>Precinct No. 7</u> Ward 2	Hope Presbyterian Education Facility 7132 Portland Avenue
<u>Precinct No. 8</u> Ward 3	Richfield Dual Language School (RDLS) 7001 Elliot Avenue
<u>Precinct No. 9</u> Ward 3	Centennial School 7315 Bloomington Avenue

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Richfield that the nine locations listed above are the designated 2022 polling locations in Richfield.

Adopted by the City Council of the City of Richfield, Minnesota this 26th day of October, 2021.

\_\_\_\_\_  
Maria Regan Gonzalez, Mayor

ATTEST:

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Kari Sinning, City Clerk