



**SPECIAL JOINT CITY COUNCIL AND PLANNING COMMISSION WORKSESSION
RICHFIELD MUNICIPAL CENTER, BARTHOLOMEW ROOM
APRIL 10, 2018
5:45 PM**

Call to order

1. Presentation and discussion of comprehensive plan update
2. Discussion of sign ordinance updates

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 OF RICHFIELD, MINNESOTA
Office of City Manager

April 5, 2018

Council Memorandum No. 22

Planning Commission Memorandum No. 1

The Honorable Mayor
and
Members of the City Council

Members of the Planning Commission
City of Richfield

Subject: Comprehensive Plan Update

Council Members and Commissioners:

On Tuesday, April 10 at 5:45pm, Community Development staff and consultant Lance Bernard of Hoisington Koegler Group, Inc. (HKGI) will present an overview of the past 18 months of work on the update of the City's Comprehensive Plan. The presentation will focus on changes from the 2008 Comprehensive Plan. In advance of this meeting, draft chapters have been posted on the Comprehensive Plan page of the City's website: www.richfieldmn.gov/compplan.

Respectfully submitted,



Steven L. Devich
City Manager

SLD:mp

Email: Assistant City Manager

Department Directors

Marry Supple, Chair of Housing and Redevelopment Authority

Lisa Rudolph, Chair of Community Service Commission

Ted Weidenbach, Chair of Transportation Commission

CITY OF RICHFIELD, MINNESOTA
Office of City Manager

April 5, 2018

Council Memorandum No. 23

The Honorable Mayor
and
Members of the City Council

Planning Commission Memorandum No. 2

Members of the Planning Commission
City of Richfield

Subject: Sign Regulations – Proposed changes to Zoning Code Section 549

Council Members and Commissioners:

On Tuesday, April 10, planning staff will brief policymakers on efforts to update the City's Sign Ordinance, which was last overhauled in 2007. Staff has been considering changes to two sets of regulations – those concerning portable signs and the Penn Avenue Design Guidelines, particularly as they relate to freestanding signs, internally lit signs, and dynamic displays (changeable message signs).

Portable signs – Under the current sign ordinance, portable signs of any kind are prohibited. Staff is looking to gauge policymaker interest in allowing limited types of portable signs, with restrictions on size, placement, and hours of display.

Penn Avenue Design Guidelines – In the Penn Central business district, there are a set of design guidelines that further restrict certain types of signs. These guidelines prohibit internally lit box signs, and staff has interpreted this prohibition to include electronic changeable message signs (also known as dynamic displays). The Penn Avenue Design Guidelines document acknowledges that the size and quantity of signs is perceived to be a visual blight, but these guidelines do not currently include restrictions on height, size or quantity of freestanding signs. Staff is looking to gauge interest in modifying these regulations to allow the use of dynamic displays, while simultaneously introducing stricter limitations on the height, size and quantity of freestanding signs. Staff would also like to discuss if those regulations should apply only in the Penn Central business district, or be applied more broadly to all commercial zoning districts.

Respectfully submitted,



Steven L. Devich
City Manager

SLD:mrh

Email: Assistant City Manager
Department Directors
Assistant Community Development Director



**REGULAR CITY COUNCIL MEETING
RICHFIELD MUNICIPAL CENTER, COUNCIL CHAMBERS
APRIL 10, 2018
7:30 PM**

INTRODUCTORY PROCEEDINGS

Call to order

Open forum (15 minutes maximum)

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 on items not on the agenda. Individuals who wish to address the Council must have registered prior to the meeting.

Pledge of Allegiance

Approval of the minutes of the: (1) Special City Council work session of March 22, 2018; (2) Special City Council work session of March 27, 2018; (3) Special City Council work session of March 27, 2018; and (4) Regular City Council meeting of March 27, 2018.

PRESENTATIONS

1. Fire Captain Promotion
2. Fire Lieutenant Promotion
3. Richfield Bloomington Credit Union (RBCU) Check Presentation to Richfield Fire Department

COUNCIL DISCUSSION

4. Hats Off to Hometown Hits

AGENDA APPROVAL

5. Approval of the Agenda
6. **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. Consideration of the adoption of a resolution authorizing the acceptance of monetary support from Richfield Bloomington Credit Union for the Fire Department to purchase integrated thermal imaging cameras.

Staff Report No. 64
 - B. Consideration of the adoption of a resolution supporting the 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. 65

- C. Consideration of the adoption of a resolution providing for the sale of \$9,975,000 General Obligation Street Reconstruction Bonds, Series 2018A.

Staff Report No. 66

- D. Consideration of the approval of bid minutes and tabulation and authorization of a contract with Midwest Asphalt in the amount of \$80,900 for parking lot improvements at the municipal liquor store at 6444 Penn Avenue South and authorization of the City Manager to approve contract changes under \$50,000 without further City Council consideration.

Staff Report No. 67

7. Consideration of items, if any, removed from Consent Calendar

RESOLUTIONS

8. Consideration of the adoption of a resolution approving the contract with the Police Sergeants Teamsters 320 for the contract period January 1, 2018 through December 31, 2019 and authorize the City Manager to execute the agreement.

Staff Report No. 68

CITY MANAGER'S REPORT

9. City Manager's Report

CLAIMS AND PAYROLLS

10. Claims and Payrolls

Open forum (15 minutes maximum)

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 on items not on the agenda. Individuals who wish to address the Council must have registered prior to the meeting.

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

Special City Council Work Session

March 22, 2018

CALL TO ORDER

The work session was called to order by Mayor Elliott at 8:08 a.m. in the Bartholomew Room.

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

Staff Present: Steven L. Devich, City Manager; Pam Dmytrenko, Assistant City Manager/HR Manager; Kristin Asher, Public Works Director; John Stark, Community Development Director; Jay Henthorne, Public Safety Director/Police Chief; Jim Topitzhofer, Recreation Services Director; Wayne Kewitsch, Fire Services Director/Fire Chief; Bill Fillmore, Liquor Operations Director; Chris Regis, Finance Manager; Neil Ruhland, Media Coordinator; and Jared Voto, Executive Aide/Analyst.

Others Present: Patrick Ibarra, Mejorando Group

Item #1

2018 CITY COUNCIL STRATEGIC PLANNING AND GOAL SETTING

Patrick Ibarra, Mejorando Group, facilitated the City Council and City staff discussion of annual goal setting and strategic planning.

ADJOURNMENT

The work session was adjourned by unanimous consent at 3:56 p.m.

Date Approved: April 10, 2018

Pat Elliott
Mayor

Jared Voto
Executive Aide/Analyst

Steven L. Devich
City Manager



CITY COUNCIL MEETING MINUTES
Richfield, Minnesota
Special City Council Work Session
March 27, 2018

CALL TO ORDER

The work session was called to order by Mayor Elliott at 8:37 a.m. in the Bartholomew Room.

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

Staff Present: Steven L. Devich, City Manager; Kristin Asher, Public Works Director; Jay Henthorne, Public Safety Director/Police Chief; Wayne Kewitsch, Fire Services Director/Fire Chief; Bill Fillmore, Liquor Operations Director; Chris Regis, Finance Manager; Melissa Poehlman, Assistant Community Development Director; Neil Ruhland, Media Coordinator; and Jared Voto, Executive Aide/Analyst.

Others Present: Congressman Keith Ellison; and Jamie Long, Deputy Chief of Staff.

Item #1

MEETING WITH CONGRESSMAN KEITH ELLISON

The City Council, City staff, and Congressman Ellison discussed topics affecting Richfield and recent bills approved, or being worked on, in Washington.

ADJOURNMENT

The work session was adjourned by unanimous consent at 9:22 a.m.

Date Approved: April 10, 2018

Pat Elliott
Mayor

Jared Voto
Executive Aide/Analyst

Steven L. Devich
City Manager



CITY COUNCIL MEETING MINUTES

Richfield, Minnesota

Special City Council Work Session

March 27, 2018

CALL TO ORDER

The work session was called to order by Mayor Elliott at 5:50 p.m. in the Bartholomew Room.

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

Staff Present: Steven L. Devich, City Manager; Jay Henthorne, Public Safety Director/Police Chief; Jennifer Anderson, Support Services Supervisor; and Jared Voto, Executive Aide/Analyst.

Item #1	T-21 TOBACCO INITIATIVE
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Kris Klos, Advisory Board of Health (ABH) Chair, and Taylor Croissant, ABH Vice-Chair, presented the topic of raising the tobacco sales age to 21 and provided information on tobacco use in the Richfield School District, reasons to raise the age of tobacco sales to 21, who supports raising the age to purchase tobacco, other cities that have raised the sales age, and frequently asked questions about the initiative.

Council Member Regan Gonzalez thanked the ABH Chair and Vice-Chair for their presentation and work on this topic and thanked the people in attendance for this topic. She stated as a public health official she was in support of this initiative.

Council Member Garcia thanked the ABH Chair and Vice-Chair for their work and hearing from residents. She thanked the residents and school board members in attendance. She suggested sharing this information with the Chamber of Commerce and Richfield services clubs, like the Optimists.

Council Member Trautmann thanked the ABH Chair and Vice-Chair for their presentation and stated he had concerns about taking people's liberty away from them. He stated he didn't smoke, but his brother does, and believed e-cigarettes are used as a cessation tool and within a community/social environment. He also stated he had talked with some businesses and has concerns that we are saying we may not want certain types of businesses in Richfield.

Mayor Elliott thanked the ABH Chair and Vice-Chair for their presentation and Council Member Trautmann for voicing his opinion. He and stated he was not in favor of arbitrary restrictions based on age. He stated he cannot question the medical results but unsure of the anecdotal stories. He stated he would support the effort because it is a health crisis, but reiterated he generally opposed artificial age restrictions.

Council Member Howard thanked the ABH Chair and Vice-Chair for their presentation and Council Member Trautmann for his research and talking with businesses. He stated the research

show the public health benefits will save lives and is in favor of the passage. He asked about how enforcement would be handled.

Police Chief Henthorne responded that compliance checks are down twice a year at businesses selling tobacco products and this would be part of those checks of the business, not of individuals.

Council Member Garcia stated health care costs concern her and that needs to be taken into consideration on this item.

Item #2	HUMAN RIGHTS COMMISSION PRESENTATION OF DEMOGRAPHICS OF THE CITY ADVISORY COMMISSIONS
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Mark Westergaard, Human Rights Commission Chair, presented the findings from the 2018 demographics survey of the City's advisory commissions. This year's responses were compared to responses received in 2014 and 2016.

Council Member Howard asked about connecting this work with the City's work with the Government Alliance for Race and Equity (GARE).

City Manager Devich responded there is a connection between the work and the City's GARE team could present their progress to the Human Rights Commission through the year.

Mayor and Council Members discussed the recruitment and retention efforts and were somewhat surprised by the results based anecdotally on who they have been interviewing and appointing to commissions.

Council Member Regan Gonzalez stated the results are a good general snapshot of the commissions. She stated she would like to think about specific outcomes and targets to reach for and tactics to accomplish them. She also discussed building relationships within each commission and with the community. She also stated the Commission may want to include a statement of why this is important to Richfield.

ADJOURNMENT

The work session was adjourned by unanimous consent at 6:56 p.m.

Date Approved: April 10, 2018

Pat Elliott
Mayor

Jared Voto
Executive Aide/Analyst

Steven L. Devich
City Manager



CITY COUNCIL MEETING MINUTES

Richfield, Minnesota

Regular Meeting

March 27, 2018

CALL TO ORDER

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

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

Staff Present: Steven L. Devich, City Manager; Mary Tietjen, City Attorney; Jay Henthorne, Public Safety Director/Chief of Police; Wayne Kewitsch, Fire Chief; Melissa Poehlman, Assistant Community Development Director; Jennifer Anderson, Support Services Supervisor; and Jared Voto, Executive Aide/Analyst.

OPEN FORUM

None.

PLEDGE OF ALLEGIANCE

Mayor Elliott led the Pledge of Allegiance.

APPROVAL OF MINUTES

M/Regan Gonzalez, S/Garcia to approval of the minutes of the regular City Council meeting of March 13, 2018.

Motion carried 5-0.

Item #1

PRESENTATION BY HENNEPIN COUNTY SHERIFF RICHARD W. STANEK

Sheriff Stanek presented an update on the Hennepin County Sheriff's Office (HCSO) and its eight lines of business, including its jail, patrol, warrants, civil process, and crime lab.

Mayor Elliott thanked Sheriff Stanek for the update.

Council Member Howard thanked Sheriff Stanek for his presentation and asked about the HCSO's work and coordination with Immigration and Customs Enforcement (ICE).

Sheriff Stanek stated everyone who is booked in the jail is treated the same and discussed the booking process of the jail. He stated they do not honor detainers and they do cooperate with federal law enforcement and tell them when someone is released from their custody, but not held beyond the time of local charges being adjudicated.

Council Member Howard asked if there was any guidance given to people in custody at the jail about their rights in having a conversation with ICE.

Sheriff Stanek stated immigration violations are a civil violation, not criminal, and that deputies do not enforce federal civil law. He stated the HCSO makes a phone call available to those that ICE wants to speak with in order to clear up their immigration concerns or issue. He also stated individuals who are citizens of a country other than the United States they have consulate rights and the HCSO is required to notify the consulate that you are in custody.

Commissioner Goettel thanked Sheriff Stanek for his work on opioids, shared facts on the opioid crisis, and discussed items Hennepin County is working on related to the crisis.

Item #2	COUNCIL DISCUSSION <ul style="list-style-type: none">Hats Off to Hometown Hits
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Council Member Trautmann spoke regarding the annual Friends of Wood Lake (FOWL) dinner and fundraiser and discussed the FOWL Tree Endowment to commemorate a loved one and support Wood Lake.

Council Member Garcia thanked the Mayor for his State of the City address and the work that goes into the Council's decision-making.

Mayor Elliott spoke regarding his work on the State of the City and thanked staff for the information they supply to help with their decision-making.

Council Member Howard spoke regarding the Mayor's State of the City address and stated it showed how much Mayor Elliott loves the city; and he stated nominations are open until April 27 for the Human Rights Commission's Gene and Mary Jacobsen Outstanding Citizen Award.

Council Member Regan Gonzalez spoke regarding the City Council's goal setting and strategic planning session and how the city is set up to benefit in the future; the meeting with Congressman Ellison and discussion of items of affordable housing, collaborating, and the opioid crisis.

Item #3	APPROVAL OF THE AGENDA
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M/Howard, S/Trautmann to approve the agenda.

Motion carried 5-0.

Item #4	CONSENT CALENDAR
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City Manager Devich presented the consent calendar.

- A. Consideration of the approval of a bid tabulation and award of contract to Bituminous Roadways Inc. for the 2018 Mill and Overlay project in the amount \$1,573,102, and authorization of the City Manager to approve contract changes under \$100,000 without further City Council consideration. (S.R. No. 54)
- B. Consideration of the approval of a bid tabulation and award of contract to McNamara Contracting, Inc. for the 2018 Concrete Sidewalk, Curb, and Gutter Repair project in the amount of \$811,507.25, and authorization of the City Manager to approve contract changes under \$100,000 without further City Council consideration. (S.R. No. 55)
- C. Consideration of the approval of a resolution of support for the METRO Orange Line Bus Rapid Transit Station and Knox Avenue Transitway Design. (S.R. No. 56)

RESOLUTION NO. 11484
RESOLUTION OF SUPPORT FOR THE METRO ORANGE LINE BUS
RAPID TRANSIT STATION AND KNOX AVENUE TRANSITWAY
DESIGN

This resolution appears as Resolution No. 11484.

- D. Consideration of the approval of issuance of a temporary on-sale intoxicating liquor license for the Blessed Trinity Catholic School, located at the Assumption Catholic Church, 305 East 77th Street, for their 2018 Fiesta event taking place April 28, 2018. (S.R. No. 57)
- E. Consideration of the approval of a resolution allowing acceptance of a grant for the Fire Department to purchase lifting safety equipment. (S.R. No. 58)

RESOLUTION NO. 11485
RESOLUTION AUTHORIZING THE ACCEPTANCE OF A GRANT FROM
THE MINNESOTA DEPARTMENT OF LABOR AND INDUSTRY FOR
THE RICHFIELD FIRE DEPARTMENT TO LIFTING SAFETY
EQUIPMENT

This resolution appears as Resolution No. 11485.

- F. Consideration of the approval of the purchase of a station alerting system from U.S. Digital Designs in the amount of \$114,500 for both Richfield fire stations. (S.R. No. 59)
- G. Consideration of the approval of a resolution appointing Bryan Kuffel to the Richfield Tourism Promotion Board to complete a three-year term ending December 31, 2018, or until a successor is chosen, whichever is later. (S.R. No. 60)

RESOLUTION NO. 11486
RESOLUTION APPOINTING A REPRESENTATIVE TO THE BOARD OF
DIRECTORS OF THE RICHFIELD TOURISM PROMOTION BOARD,
INC.

This resolution appears as Resolution No. 11486.

M/Elliott, S/Garcia to approve the consent calendar.

Motion carried 5-0.

Item #5	CONSIDERATION OF ITEMS, IF ANY, REMOVED FROM THE CONSENT CALENDAR
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None.

Item #6	PUBLIC HEARING AND CONSIDERATION OF THE APPROVAL OF A RESOLUTION FOR A PRELIMINARY PLAT OF "NORA CORNER" THAT WILL COMBINE FOUR PARCELS (6529 AND 6545 PENN AVENUE, AND 2208 AND 2210 66TH STREET WEST) INTO THREE PARCELS, IN ORDER TO ALLOW CONSTRUCTION OF A PREVIOUSLY APPROVED RESTAURANT (DUNKIN DONUTS). (S.R. NO. 61)
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Council Member Trautmann presented Staff Report No. 61 and opened the public hearing.

M/Trautmann, S/Elliott to close the public hearing

Motion carried 5-0.

M/Trautmann, S/Elliott to approve the resolution for a preliminary plat of "Nora Corner" that will combine four parcels (6529 and 6545 Penn Avenue, and 2208 and 2210 66th Street West) into three parcels, in order to allow construction of a previously approved restaurant (Dunkin Donuts).

RESOLUTION NO. 11487
RESOLUTION GRANTING PRELIMINARY APPROVAL OF A PLAT FOR
CEDAR POINT COMMONS SECOND ADDTION

Motion carried 5-0. This resolution appears as Resolution No. 11487.

Mayor Elliott asked if there was a timeline for beginning construction.

Assistant Community Development Director Poehlman stated building permits have been applied for and are currently being reviewed. Generally review takes four to six weeks. She also stated there was a representative of the developer.

Karla Carlson, Penn Avenue Partners, stated they have building permits in for review and expect to get the demolition permit prior to building permits and demolition could start as soon as three weeks, pending the weather, and would begin construction as soon as building permits are approved.

Item #7	CONSIDERATION OF THE APPROVAL OF A RESOLUTION ENDORSING SMOKE-FREE MULTI-UNIT HOUSING WITHIN THE CITY OF RICHFIELD. (S.R. NO. 62)
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Council Member Regan Gonzalez presented Staff Report No. 62.

M/ Regan Gonzalez, S/Garcia to adopt a resolution endorsing smoke-free multi-unit housing within the city of Richfield.

RESOLUTION NO. 11488
RESOLUTION ENDORSING SMOKE-FREE MULTI-UNIT HOUSING
WITHIN THE CITY OF RICHFIELD

Motion carried 5-0. This resolution appears as Resolution No. 11488.

Council Member Regan Gonzalez commented that she hears quite a bit about this issue from constituents and this does directly impact our youth and families and this is an important part of the work that the Council does.

Council Member Howard commented this is an equity issue and this can help reduce health inequities.

Council Member Trautmann commented he supports this because it is about giving people a safe space and it is positive for the community.

Item #8	CONSIDERATION OF THE DESIGNATION OF A MAYOR PRO TEMPORE FOR 2018. (S.R. NO. 63)
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Mayor Elliott presented Staff Report No. 63 and nominated Council Member Regan Gonzalez so that others on the Council had the opportunity to serve in the position.

M/Elliott, S/Howard to approve the City Council designation of Maria Regan Gonzalez as Mayor Pro Tempore for 2018.

Motion carried 5-0.

Council Member Regan Gonzalez thanked the Council for the opportunity.

Item #9	CITY MANAGER'S REPORT
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City Manager Devich stated he had nothing to report.

Item #10	CLAIMS AND PAYROLLS
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M/Garcia, S/Elliott that the following claims and payrolls be approved:

<u>U.S. Bank</u>	<u>03/27/18</u>
A/P Checks: 266637 - 267035	\$ 1,150,908.47
Payroll: 135167 - 135497	<u>607,044.00</u>
TOTAL	\$ 1,757,952.47

Motion carried 5-0.

OPEN FORUM

None.

Item #10	ADJOURNMENT
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The meeting was adjourned by unanimous consent at 7:49 p.m.

Date Approved: April 10, 2018

Pat Elliott
Mayor

Jared Voto
Executive Aide/Analyst

Steven L. Devich
City Manager



STAFF REPORT NO. 64
CITY COUNCIL MEETING
4/10/2018

REPORT PREPARED BY: Wayne Kewitsch, Fire Chief

DEPARTMENT DIRECTOR REVIEW: Wayne Kewitsch, Fire Chief
3/19/2018

OTHER DEPARTMENT REVIEW: N/A

CITY MANAGER REVIEW: Steven L. Devich, City Manager
4/2/2018

ITEM FOR COUNCIL CONSIDERATION:

Consideration of the adoption of a resolution authorizing the acceptance of monetary support from Richfield Bloomington Credit Union for the Fire Department to purchase integrated thermal imaging cameras.

EXECUTIVE SUMMARY:

Recently the Fire Department was approached by Richfield Bloomington Credit Union (RBCU) regarding possible opportunities to monetarily support the Fire Department. The Department was considering adding integrated thermal imaging technology to the front-line Self-Contained-Breathing-Apparatus (SCBA) worn by firefighters. RBCU offered to donate funds to cover the purchase cost of the devices.

RECOMMENDED ACTION:

By motion: Adopt a resolution authorizing the acceptance of monetary support from Richfield Bloomington Credit Union for the Fire Department to purchase integrated thermal imaging cameras.

BASIS OF RECOMMENDATION:

A. HISTORICAL CONTEXT

- The Fire Department is occasionally approached to be the recipient of funds from a variety of fundraising events and organizations. The department works closely with the donors to find a suitable use of the funds that aligns with the donors' mission or intention.

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

- Minnesota Statute 465.03 requires every acceptance of a grant or devise of real or personal property on terms prescribed by the donor be made by resolution and adopted by two-thirds majority of the City Council.
- The Administrative Services Department issued a memo on November 9, 2004 requiring that all grants and restricted donations to departments be received by resolution and adopted by two-thirds majority of the City Council in accordance with Minnesota Statute 465.03.

C. CRITICAL TIMING ISSUES:

- The donation has been received and applied to the designated area indicated by the donor.

D. FINANCIAL IMPACT:

- The financial donation has been deposited and the funds have been used to purchase the integrated thermal imaging cameras. The total amount of the donation was \$7,155.

E. LEGAL CONSIDERATION:

- Minnesota Statute 465.03 requires every acceptance of a grant or devise of real or personal property by received by resolution and adopted by two-thirds majority of the City Council.

ALTERNATIVE RECOMMENDATION(S):

- Should Council not approve acceptance of the donation, the monetary donation would need to be returned to the donor and general departmental budget funds used to pay for the equipment.

PRINCIPAL PARTIES EXPECTED AT MEETING:

None

ATTACHMENTS:

Description	Type
<input type="checkbox"/> Resolution	Resolution Letter

RESOLUTION NO.

**RESOLUTION AUTHORIZING THE ACCEPTANCE OF
MONETARY SUPPORT FROM RICHFIELD BLOOMINGTON
CREDIT UNION FOR THE RICHFIELD FIRE DEPARTMENT TO
PURCHASE THERMAL IMAGING DEVICES**

WHEREAS, the Richfield Fire Department was the beneficiary of a donation from Richfield Bloomington Credit Union to thermal imaging devices; and

WHEREAS, the Richfield Fire Department has designated the \$7,155.00 to be used to purchase safety equipment.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Richfield, Minnesota, that the Fire Chief will accept funds designated for the purchase of thermal imaging equipment in accordance to and as listed above.

Adopted by the City Council of the City of Richfield, Minnesota this 10th day of April, 2018.

Pat Elliott, Mayor

ATTEST:

Elizabeth VanHoose, City Clerk



STAFF REPORT NO. 65
CITY COUNCIL MEETING
4/10/2018

REPORT PREPARED BY: Jim Topitzhofer, Recreation Services Director

DEPARTMENT DIRECTOR REVIEW: Jim Topitzhofer, Recreation Services Director
4/3/2018

OTHER DEPARTMENT REVIEW: N/A

CITY MANAGER REVIEW: Steven L. Devich, City Manager
4/4/2018

ITEM FOR COUNCIL CONSIDERATION:

Consideration of the adoption of a resolution supporting the 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:

The Recreation Services Director has submitted a host site application to the Minnesota Pollution Control Agency to receive services from a full-time Minnesota GreenCorps member from September 1, 2018, to July 31, 2019. The GreenCorps member will help establish at least two organics drop-off sites, and will help develop and implement a community-wide education program to build excitement about the benefits of organics collection. The member will also evaluate the success of the program after one year of operation and develop a plan involving all City-owned facilities and parks to enable the City to become a model for waste reduction, recycling, and organics management to the community.

RECOMMENDED ACTION:

By motion: Adopt a resolution supporting the 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 of Richfield is now embarking on the task of introducing organics collection to residents. The City established a citizen advisory group on March 7, 2018, to begin establishing organics drop-off sites in several City parks and to create a community-wide education campaign to promote the program. The City has been actively partnering with Hennepin County to establish and fund these drop-off sites. A full-time Minnesota GreenCorps member is requested to assist the City with this exciting project and to help engage and educate the public in the benefits of organics collection, including carbon emissions reduction, landfill waste reduction, and compost regeneration. Minnesota GreenCorps, coordinated by the Minnesota Pollution Control Agency, began in September 2009. The program places AmeriCorps members with host organizations around the state to assist communities and local governments in addressing a variety of statewide

needs, aiming to:

- Reduce solid waste and increase recycling in Minnesota communities.
 - Reduce greenhouse gases and other air pollutants.
 - Reduce water runoff and improve water quality.
 - Assist community members to take eco-friendly actions.
 - Increase community resilience and build local capacity to respond to the threats of climate change.
 - Train new environmental professionals.
- For the 2018-2019 program year, Minnesota GreenCorps anticipates placing and supporting up to 42 full-time AmeriCorps members (each serving 1,700 hours). The 42 members will serve at host site organizations around the state. All Minnesota GreenCorps service positions are expected to last 11 months, beginning in September 2018.

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

- The host site application requires a resolution authorizing the City Manager to execute an agreement with the Minnesota Pollution Control Agency to receive the services of a Minnesota GreenCorps member for the 2018-2019 season.

C. CRITICAL TIMING ISSUES:

- If the City of Richfield is selected to host a Minnesota GreenCorps member, the member will begin working on September 1, 2018, through July 31, 2019. This time period coincides with the City's plan to establish organics drop-off sites.

D. FINANCIAL IMPACT:

- If selected to host a GreenCorps member, there will be a small financial impact to the City of Richfield. The GreenCorps member will be using existing office space at the Richfield Municipal Center including an existing computer and phone. The City is responsible for mileage reimbursement to required trainings and to inspect City facilities. Funding to establish organics drop-off sites will be provided by Hennepin County during the period of service.
- Minnesota GreenCorps members are provided with a taxable living allowance from the MPCA and will have the opportunity to devote up to 170 hours of their time to professional development opportunities (conferences and workshops) throughout their service. MPCA offers members basic health insurance and an AmeriCorps Education Award of up to \$5,920 for use on future higher education expenses or on existing qualified student loans. Members may also be eligible for childcare assistance (depending on financial status).

E. LEGAL CONSIDERATION:

- None

ALTERNATIVE RECOMMENDATION(S):

- The Council may elect to forgo the services of a GreenCorps Members or to postpone the host site application until the following year.

PRINCIPAL PARTIES EXPECTED AT MEETING:

None

ATTACHMENTS:

Description	Type
□ Resolution	Resolution Letter

RESOLUTION NO.

**RESOLUTION SUPPORTING THE HOST SITE APPLICATION FOR A
MINNESOTA GREENCORPS MEMBER**

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 2018-2019 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, as follows:

The City of Richfield hereby agrees to enter into and sign a host site agreement with the Minnesota Pollution Control Agency 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 agreement on its behalf.

Adopted by the City Council of the City of Richfield, Minnesota this 10th day of April, 2018.

Pat Elliott, Mayor

ATTEST:

Elizabeth VanHoose, City Clerk



STAFF REPORT NO. 66
CITY COUNCIL MEETING
4/10/2018

REPORT PREPARED BY: Chris Regis, Finance Manager

DEPARTMENT DIRECTOR REVIEW: Steven L. Devich, City Manager
4/3/2018

OTHER DEPARTMENT REVIEW: N/A

CITY MANAGER REVIEW: Steven L. Devich, City Manager
4/3/2018

ITEM FOR COUNCIL CONSIDERATION:

Consideration of the adoption of a resolution providing for the sale of \$9,975,000 General Obligation Street Reconstruction Bonds, Series 2018A.

EXECUTIVE SUMMARY:

Included within the City's 5-Year Street Reconstruction Plan, adopted by the City Council on April 12, 2016, are two projects, the reconstruction of 66th Street and the six year Mill and Overlay project.

The 66th Street project is a county road project and 2018 will be year two of construction. The project is estimated to cost \$61,292,000. The City's cost share includes 25% of road construction, 66% of storm sewer, 100% of water/sewer utility replacement, and any additional streetscape elements not cost shared by the County. The project includes reconstruction of failing pavement, the replacement of City utilities, undergrounding of parallel overhead utility lines, and improved bicycle and pedestrian accommodations. The project also addresses safety and traffic flow concerns through the use of additional medians and roundabouts. Funding for the 66th Street project is to be provided by the combination of the issuance of street reconstruction bonds, Municipal State Aid, Federal grants, County and local funding, and utility rate payers.

The six year residential mill & overlay project will be entering the fourth year of the project in 2018. The overall project is estimated to cost \$19,500,000 over the six year project period.

The City previously issued the \$9,130,000 G.O. Street Reconstruction Bonds, Series 2017A for the 66th Street project and the \$9,100,000 G.O. Street Reconstruction Bonds, Series 2015A, of which \$5,085,000 was the Mill & Overlay project portion.

Gas and electric franchise fees will be used as a funding source and to service the debt service on the Mill & Overlay portion, while an annual debt service tax levy will service the 66th Street portion of the bonds.

RECOMMENDED ACTION:

By Motion: Adopt a resolution providing for the sale of \$9,975,000 General Obligation Street Reconstruction Bonds, Series 2018A.

BASIS OF RECOMMENDATION:

A. HISTORICAL CONTEXT

- The mill & overlay program is an initiative to perform major maintenance on the City's residential roads, which were originally constructed in the mid 1970's.
- 85 miles of residential roads will be completed over the six year project period.
- The project also includes utility and concrete curb and gutter repairs and maintenance.

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

- The 66th Street Reconstruction project and the Mill & Overlay project are part of the 5-Year Street Reconstruction Plan approved by the City Council on April 12, 2016.

C. CRITICAL TIMING ISSUES:

- Construction for the 66th Street project is expected to resume mid-April, 2018, while the Mill & Overlay program will resume in May of 2018. Therefore, it is important to have the necessary financing in place.

D. FINANCIAL IMPACT:

- The estimated total cost of the six year mill & overlay program is \$19,500,000.
- Funding for the program is to be provided by street reconstruction bonds and gas and electric franchise fees. Estimated funding and costs is as follows:

2015 Street Reconstruction Bonds (Net of Par)	\$5,000,000
2018 Street Reconstruction Bonds (Net of Par)	5,800,000
Gas and Electric Franchise Fees	8,700,000
Total Funding	\$19,500,000

Mill & Overlay	\$14,800,000
Utility	4,700,000
Total Project Cost	\$19,500,000

- The estimated total cost of the 66th Street Reconstruction Project is \$61,292,000. Funding for the project will be provided as follows:

Street Reconstruction Bonds (Net of Par)	\$15,200,000
Municipal State Aid	8,200,000
Federal Funds	9,632,000
Hennepin County	26,500,000
Overhead Utility Rate Payers	1,325,000
Other	435,000
Total Funding	\$61,292,000

- The par amount of the 2018 bonds to be issued is \$9,975,000.
- The debt service on the Mill & Overlay portion of the bonds will be paid from gas and electric franchise fee collections, while the 66th Street Reconstruction portion will be provided from an annual debt service tax levy.
- The average annual estimated tax levy will be \$293,392.
- The estimated annual increase in taxes due to the issuance of these bonds for a residential property valued at \$200,000 will be approximately \$17.68.
- The final bonding for the 66th Street Reconstruction project will occur in 2019.

E. LEGAL CONSIDERATION:

- Legal Counsel has reviewed the pre-sale report and resolution.

ALTERNATIVE RECOMMENDATION(S):

- None

PRINCIPAL PARTIES EXPECTED AT MEETING:

Rebecca Kurtz, Ehlers & Associates, Inc.

ATTACHMENTS:

Description		Type
▢	Resolution	Resolution Letter
▢	Pre-Sale Report	Backup Material

Resolution No. _____

**Resolution Providing for the Sale of
\$9,975,000 General Obligation Street Reconstruction Bonds, Series 2018A**

- A. WHEREAS, the City Council of the City of Richfield, Minnesota has heretofore determined that it is necessary and expedient to issue the City's \$9,975,000 General Obligation Street Reconstruction Bonds, Series 2018A (the "Bonds"), to finance the 2018 mill and overlay projects and the 66th Street reconstruction project in the City; and
- B. WHEREAS, the City has retained Ehlers & Associates, Inc., in Roseville, Minnesota ("Ehlers"), as its independent municipal advisor for the Bonds in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9);

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

1. Authorization; Findings. The City Council hereby authorizes Ehlers to assist the City for the sale of the Bonds.
2. Meeting; Proposal Opening. The City Council shall meet at 7:00 PM on May 8, 2018, for the purpose of considering proposals for and awarding the sale of the Bonds.
3. Official Statement. In connection with said sale, the officers or employees of the City are hereby authorized to cooperate with Ehlers and participate in the preparation of an official statement for the Bonds and to execute and deliver it on behalf of the City upon its completion.

Adopted by the City Council of the City of Richfield, Minnesota this 10th day of April, 2018.

Pat Elliott, Mayor

ATTEST:

Elizabeth VanHoose, City Clerk



EHLERS
LEADERS IN PUBLIC FINANCE

April 10, 2018

Pre-Sale Report for

City of Richfield, Minnesota

\$9,975,000 General Obligation Street Reconstruction
Bonds, Series 2018A



Prepared by:

Rebecca Kurtz, CIPMA
Senior Municipal Advisor

And

Brian Reilly, CIPMA
Senior Municipal Advisor



Executive Summary of Proposed Debt

Proposed Issue:	\$9,975,000 General Obligation Street Reconstruction Bonds, Series 2018A
Purposes:	<p>The proposed issue includes financing for the following purposes:</p> <ul style="list-style-type: none"> • 2018 Mill and Overlay project with project costs estimated at \$5,800,000. Ad valorem property taxes will be pledged to pay the debt service; however, it is anticipated the City will cancel the annually required levy and use franchise fee revenues to pay debt services. • 66th Street reconstruction project with project costs estimated at \$4,000,000. Debt service will be paid from ad valorem property taxes. Tax impact information is attached.
Authority:	<p>The Bonds are being issued pursuant to Minnesota Statutes, Chapter 475 and 475.58. The City held a public hearing on April 12, 2016, and approved the 2017 – 2021 Street Reconstruction Plan, which included the 2018 projects.</p> <p>The Bonds will be general obligations of the City for which its full faith, credit and taxing powers are pledged. The Bonds count against the City’s General Obligation Debt Capacity Limit of 3% of market value.</p>
Term/Call Feature:	<p>The Bonds are being issued for a 20-year term. Principal on the Bonds will be due on February 1 in the years 2020 through 2039. Interest is payable every six months beginning February 1, 2019.</p> <p>The Bonds maturing on and after February 1, 2028, will be subject to prepayment at the discretion of the City on February 1, 2027, or any date thereafter.</p>
Bank Qualification:	<p>Because the City is not expecting to issue more than \$10,000,000 in tax exempt debt during the calendar year, the City will be able to designate the Bonds as “bank qualified” obligations. Bank qualified status broadens the market for the Bonds, which can result in lower interest rates.</p>
Rating:	<p>The City’s most recent bond issues were rated AA+ by Standard & Poor’s. The City will request a new rating for the Bonds.</p> <p>If the winning bidder on the Bonds elects to purchase bond insurance, the rating for the issue may be higher than the City’s bond rating in the event that the bond rating of the insurer is higher than that of the City.</p>



Basis for Recommendation:	<p>Based on our knowledge of your situation, your objectives communicated to us, our advisory relationship as well as characteristics of various municipal financing options, we are recommending the issuance of tax exempt General Obligation Street Reconstruction Bonds as a suitable financing option. This option is in keeping with the City policy and past practices to finance these types of projects with this type of debt issue, and there are limited other options available to finance these types of projects. In addition, the issuance of general obligation bonds provides the most overall cost-effective option that still maintains future flexibility for the repayment of the debt.</p>
Method of Sale/Placement:	<p>In order to obtain the lowest interest cost to the City, the bond will be offered by competitive bid to local and national underwriters/banks.</p> <p>We have included an allowance for discount bidding equal to 1.00% of the principal amount of the issue. The discount is treated as an interest item and provides the underwriter with all or a portion of their compensation in the transaction.</p> <p>If the Bonds are purchased at a price greater than the minimum bid amount (maximum discount), the unused allowance may be used to lower your borrowing amount.</p> <p>Premium Bids: Under current market conditions, most investors in municipal bonds prefer “premium” pricing structures. A premium is achieved when the coupon for any maturity (the interest rate paid by the issuer) exceeds the yield to the investor, resulting in a price paid that is greater than the face value of the bonds. The sum of the amounts paid in excess of face value is considered “reoffering premium.”</p> <p>The amount of the premium varies, but it is not uncommon to see premiums for new issues in the range of 2.00% to 10.00% of the face amount of the issue. This means that an issuer with a \$2,000,000 offering may receive bids that result in proceeds of \$2,040,000 to \$2,200,000.</p> <p>For this issue of Bonds we have been directed to use the premium to reduce the size of the issue. The adjustments may slightly change the true interest cost of the original bid, either up or down.</p> <p>You have the choice to limit the amount of premium in the bid specifications. This may result in fewer bids, but it may also eliminate large adjustments on the day of sale and other uncertainties.</p>
Review of Existing Debt:	<p>We have reviewed all outstanding indebtedness for the City and find that there are no refunding opportunities at this time.</p> <p>We will continue to monitor the market and the call dates for the City’s outstanding debt and will alert you to any future refunding opportunities.</p>



Continuing Disclosure:	Because the City has more than \$10,000,000 in outstanding debt (including this issue) and this issue is over \$1,000,000, the City will be agreeing to provide certain updated Annual Financial Information and its Audited Financial Statement annually as well as providing notices of the occurrence of certain reportable events to the Municipal Securities Rulemaking Board (the “MSRB”), as required by rules of the Securities and Exchange Commission (SEC). The City is already obligated to provide such reports for its existing bonds, and has contracted with Ehlers to prepare and file the reports.
Arbitrage Monitoring:	Because the Bonds are tax-exempt obligations/tax credit obligations, the City must ensure compliance with certain Internal Revenue Service (IRS) rules throughout the life of the issue. These rules apply to all gross proceeds of the issue, including initial bond proceeds and investment earnings in construction, escrow, debt service, and any reserve funds. How issuers spend bond proceeds and how they track interest earnings on funds (arbitrage/yield restriction compliance) are common subjects of IRS inquiries. Your specific responsibilities will be detailed in the Tax Certificate prepared by your Bond Attorney and provided at closing. We recommend that you regularly monitor compliance with these rules and/or retain the services of a qualified firm to assist you.
Other Service Providers:	<p>This debt issuance will require the engagement of other public finance service providers. This section identifies those other service providers, so Ehlers can coordinate their engagement on your behalf. Where you have previously used a particular firm to provide a service, we have assumed that you will continue that relationship, unless the City has directed otherwise. Fees charged by these service providers will be paid from proceeds of the obligation, unless you notify us that you wish to pay them from other sources. Our pre-sale bond sizing includes a good faith estimate of these fees, so their final fees may vary. If you have any questions pertaining to the identified service providers or their role, or if you would like to use a different service provider for any of the listed services please contact us.</p> <p>Bond Attorney: Kennedy & Graven, Chartered</p> <p>Paying Agent: Bond Trust Services Corporation</p> <p>Rating Agency: Standard & Poor's Global Ratings (S&P)</p>

This presale report summarizes our understanding of the City’s objectives for the structure and terms of this financing as of this date. As additional facts become known or capital markets conditions change, we may need to modify the structure and/or terms of this financing to achieve results consistent with the City’s objectives.



Proposed Debt Issuance Schedule

Pre-Sale Review by City Council:	April 10, 2018
Distribute Official Statement:	Week of April 23, 2018
Conference with Rating Agency:	Week of April 23, 2018
City Council Meeting to Award Sale of the Bonds:	May 8, 2018
Estimated Closing Date:	May 31, 2018

Attachments

Sources and Uses of Funds

Proposed Debt Service Schedule

Estimated Tax Impacts

Resolution Authorizing Ehlers to Proceed with Bond Sale

Ehlers Contacts

Municipal Advisors:	Rebecca Kurtz	(651) 697-8516
	Brian Reilly	(651) 697-8541
Disclosure Coordinator:	Jen Chapman	(651) 697-8566
Financial Analyst:	Alicia Gage	(651) 697-8551

The Official Statement for this financing will be mailed to the City Council at their home address or e-mailed for review prior to the sale date.



City of Richfield, Minnesota

\$9,975,000 General Obligation Street Reconstruction Bonds, Series 2018A

Issue Summary

Assumes Current Market BQ AA+ Rates plus 25bps

Total Issue Sources And Uses

Dated 05/31/2018 | Delivered 05/31/2018

	Mill and Overlay	66th Street Reconstruction	Issue Summary
Sources Of Funds			
Par Amount of Bonds	\$5,905,000.00	\$4,070,000.00	\$9,975,000.00
Total Sources	\$5,905,000.00	\$4,070,000.00	\$9,975,000.00
Uses Of Funds			
Total Underwriter's Discount (1.000%)	59,050.00	40,700.00	99,750.00
Costs of Issuance	43,806.52	30,193.48	74,000.00
Deposit to Project Construction Fund	5,800,000.00	4,000,000.00	9,800,000.00
Rounding Amount	2,143.48	(893.48)	1,250.00
Total Uses	\$5,905,000.00	\$4,070,000.00	\$9,975,000.00

City of Richfield, Minnesota

\$9,975,000 General Obligation Street Reconstruction Bonds, Series 2018A

Issue Summary

Assumes Current Market BQ AA+ Rates plus 25bps

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	105% Overlevy
02/01/2019	-	-	199,548.00	199,548.00	209,525.40
02/01/2020	390,000.00	1.900%	298,080.00	688,080.00	722,484.00
02/01/2021	395,000.00	2.000%	290,670.00	685,670.00	719,953.50
02/01/2022	405,000.00	2.150%	282,770.00	687,770.00	722,158.50
02/01/2023	415,000.00	2.300%	274,062.50	689,062.50	723,515.63
02/01/2024	420,000.00	2.400%	264,517.50	684,517.50	718,743.38
02/01/2025	430,000.00	2.500%	254,437.50	684,437.50	718,659.38
02/01/2026	440,000.00	2.600%	243,687.50	683,687.50	717,871.88
02/01/2027	450,000.00	2.700%	232,247.50	682,247.50	716,359.88
02/01/2028	465,000.00	2.800%	220,097.50	685,097.50	719,352.38
02/01/2029	475,000.00	2.900%	207,077.50	682,077.50	716,181.38
02/01/2030	490,000.00	3.000%	193,302.50	683,302.50	717,467.63
02/01/2031	505,000.00	3.050%	178,602.50	683,602.50	717,782.63
02/01/2032	525,000.00	3.150%	163,200.00	688,200.00	722,610.00
02/01/2033	540,000.00	3.250%	146,662.50	686,662.50	720,995.63
02/01/2034	555,000.00	3.350%	129,112.50	684,112.50	718,318.13
02/01/2035	575,000.00	3.450%	110,520.00	685,520.00	719,796.00
02/01/2036	590,000.00	3.550%	90,682.50	680,682.50	714,716.63
02/01/2037	615,000.00	3.600%	69,737.50	684,737.50	718,974.38
02/01/2038	635,000.00	3.650%	47,597.50	682,597.50	716,727.38
02/01/2039	660,000.00	3.700%	24,420.00	684,420.00	718,641.00
Total	\$9,975,000.00	-	\$3,921,033.00	\$13,896,033.00	\$14,590,834.65

Significant Dates

Dated	5/31/2018
First Coupon Date	2/01/2019

Yield Statistics

Bond Year Dollars	\$120,752.71
Average Life	12.106 Years
Average Coupon	3.2471595%
Net Interest Cost (NIC)	3.3297663%
True Interest Cost (TIC)	3.3196327%
Bond Yield for Arbitrage Purposes	3.2156890%
All Inclusive Cost (AIC)	3.3977007%

IRS Form 8038

Net Interest Cost	3.2471595%
Weighted Average Maturity	12.106 Years



City of Richfield, Minnesota

\$5,905,000 General Obligation Street Reconstruction Bonds, Series 2018A

Mill and Overlay

Assumes Current Market BQ AA+ Rates plus 25bps

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	105% Overlevy
02/01/2019	-	-	118,128.49	118,128.49	124,034.91
02/01/2020	230,000.00	1.900%	176,457.50	406,457.50	426,780.38
02/01/2021	235,000.00	2.000%	172,087.50	407,087.50	427,441.88
02/01/2022	240,000.00	2.150%	167,387.50	407,387.50	427,756.88
02/01/2023	245,000.00	2.300%	162,227.50	407,227.50	427,588.88
02/01/2024	250,000.00	2.400%	156,592.50	406,592.50	426,922.13
02/01/2025	255,000.00	2.500%	150,592.50	405,592.50	425,872.13
02/01/2026	260,000.00	2.600%	144,217.50	404,217.50	424,428.38
02/01/2027	265,000.00	2.700%	137,457.50	402,457.50	422,580.38
02/01/2028	275,000.00	2.800%	130,302.50	405,302.50	425,567.63
02/01/2029	280,000.00	2.900%	122,602.50	402,602.50	422,732.63
02/01/2030	290,000.00	3.000%	114,482.50	404,482.50	424,706.63
02/01/2031	300,000.00	3.050%	105,782.50	405,782.50	426,071.63
02/01/2032	310,000.00	3.150%	96,632.50	406,632.50	426,964.13
02/01/2033	320,000.00	3.250%	86,867.50	406,867.50	427,210.88
02/01/2034	330,000.00	3.350%	76,467.50	406,467.50	426,790.88
02/01/2035	340,000.00	3.450%	65,412.50	405,412.50	425,683.13
02/01/2036	350,000.00	3.550%	53,682.50	403,682.50	423,866.63
02/01/2037	365,000.00	3.600%	41,257.50	406,257.50	426,570.38
02/01/2038	375,000.00	3.650%	28,117.50	403,117.50	423,273.38
02/01/2039	390,000.00	3.700%	14,430.00	404,430.00	424,651.50
Total	\$5,905,000.00	-	\$2,321,185.99	\$8,226,185.99	\$8,637,495.29

Significant Dates

Dated	5/31/2018
First Coupon Date	2/01/2019

Yield Statistics

Bond Year Dollars	\$71,483.07
Average Life	12.106 Years
Average Coupon	3.2471829%

Net Interest Cost (NIC)	3.3297898%
True Interest Cost (TIC)	3.3196625%
Bond Yield for Arbitrage Purposes	3.2156890%
All Inclusive Cost (AIC)	3.3977309%

IRS Form 8038

Net Interest Cost	3.2471829%
Weighted Average Maturity	12.106 Years

City of Richfield, Minnesota

\$4,070,000 General Obligation Street Reconstruction Bonds, Series 2018A

66th Street Reconstruction

Assumes Current Market BQ AA+ Rates plus 25bps

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	105% Overlevy
02/01/2019	-	-	81,419.51	81,419.51	85,490.49
02/01/2020	160,000.00	1.900%	121,622.50	281,622.50	295,703.63
02/01/2021	160,000.00	2.000%	118,582.50	278,582.50	292,511.63
02/01/2022	165,000.00	2.150%	115,382.50	280,382.50	294,401.63
02/01/2023	170,000.00	2.300%	111,835.00	281,835.00	295,926.75
02/01/2024	170,000.00	2.400%	107,925.00	277,925.00	291,821.25
02/01/2025	175,000.00	2.500%	103,845.00	278,845.00	292,787.25
02/01/2026	180,000.00	2.600%	99,470.00	279,470.00	293,443.50
02/01/2027	185,000.00	2.700%	94,790.00	279,790.00	293,779.50
02/01/2028	190,000.00	2.800%	89,795.00	279,795.00	293,784.75
02/01/2029	195,000.00	2.900%	84,475.00	279,475.00	293,448.75
02/01/2030	200,000.00	3.000%	78,820.00	278,820.00	292,761.00
02/01/2031	205,000.00	3.050%	72,820.00	277,820.00	291,711.00
02/01/2032	215,000.00	3.150%	66,567.50	281,567.50	295,645.88
02/01/2033	220,000.00	3.250%	59,795.00	279,795.00	293,784.75
02/01/2034	225,000.00	3.350%	52,645.00	277,645.00	291,527.25
02/01/2035	235,000.00	3.450%	45,107.50	280,107.50	294,112.88
02/01/2036	240,000.00	3.550%	37,000.00	277,000.00	290,850.00
02/01/2037	250,000.00	3.600%	28,480.00	278,480.00	292,404.00
02/01/2038	260,000.00	3.650%	19,480.00	279,480.00	293,454.00
02/01/2039	270,000.00	3.700%	9,990.00	279,990.00	293,989.50
Total	\$4,070,000.00	-	\$1,599,847.01	\$5,669,847.01	\$5,953,339.36

Significant Dates

Dated	5/31/2018
First Coupon Date	2/01/2019

Yield Statistics

Bond Year Dollars	\$49,269.64
Average Life	12.106 Years
Average Coupon	3.2471255%

Net Interest Cost (NIC)	3.3297322%
True Interest Cost (TIC)	3.3195894%
Bond Yield for Arbitrage Purposes	3.2156890%
All Inclusive Cost (AIC)	3.3976568%

IRS Form 8038

Net Interest Cost	3.2471255%
Weighted Average Maturity	12.106 Years



City of Richfield, Minnesota

Estimated Tax Impact

March 29, 2018

BOND ISSUANCE INFORMATION	
Bond Issue Amount	\$4,070,000
Number of Years	20
Average Interest Rate	3.32%
Estimated Bond Rating	S&P AA+
PROPERTY TAX INFORMATION	
Actual Net Tax Capacity - Payable 2018	\$30,001,418
Debt Levy @ 105% - Average	293,392
Estimated Tax Capacity Rate:	
Payable - 2018 Without Proposed Bonds	57.730%
Payable - 2018 With Proposed Bonds	58.708%
Estimated Tax Rate Increase	0.978%

TAX IMPACT ANALYSIS							
Type of Property	Estimated Market Value	Market Value Exclusion	Taxable Market Value	Net Tax Capacity	Current City Tax	Proposed Tax Increase*	Proposed City Tax
Residential Homestead	\$ 50,000	\$ 20,000	\$ 30,000	\$ 300	\$ 173.19	\$ 2.93	\$ 176.12
	75,000	30,000	45,000	450	259.79	4.40	264.19
	100,000	28,240	71,760	718	414.27	7.02	421.29
	125,000	25,990	99,010	990	571.58	9.68	581.27
	150,000	23,740	126,260	1,263	728.90	12.35	741.25
	175,000	21,490	153,510	1,535	886.21	15.01	901.23
	200,000	19,240	180,760	1,808	1,043.53	17.68	1,061.20
	225,000	16,990	208,010	2,080	1,200.84	20.34	1,221.18
	250,000	14,740	235,260	2,353	1,358.16	23.01	1,381.16
	300,000	10,240	289,760	2,898	1,672.78	28.34	1,701.12
Commercial/Industrial	\$ 100,000	\$ -	\$ 100,000	\$ 980	\$ 565.74	\$ 9.58	\$ 575.32
	200,000	-	200,000	2,123	1,225.77	20.76	1,246.53
	300,000	-	300,000	3,430	1,980.09	33.54	2,013.63
	400,000	-	400,000	4,737	2,734.41	46.32	2,780.73
	500,000	-	500,000	6,043	3,488.73	59.10	3,547.83
	1,000,000	-	1,000,000	12,576	7,260.33	122.99	7,383.32
Apartments (4 or more units)	\$ 200,000	\$ -	\$ 200,000	\$ 2,500	\$ 1,443.25	\$ 24.45	\$ 1,467.70
	300,000	-	300,000	3,750	2,164.88	36.67	2,201.55
	500,000	-	500,000	6,250	3,608.13	61.12	3,669.25
Agricultural Homestead **	\$ 150,000	\$ 23,740	\$ 126,260	\$ 1,263	\$ 728.90	\$ 12.35	\$ 741.25
	400,000	23,740	376,260	2,513	1,450.52	24.57	1,475.10
	500,000	23,740	476,260	3,013	1,739.17	29.46	1,768.64
	600,000	23,740	576,260	3,513	2,027.82	34.35	2,062.17
	800,000	23,740	776,260	4,513	2,605.12	44.13	2,649.25
	1,000,000	23,740	976,260	5,513	3,182.42	53.91	3,236.33
Agricultural Non-Homestead (dollars per acre)	\$ 1,500	\$ -	\$ 1,500	\$ 15	\$ 8.66	\$ 0.15	\$ 8.81
	2,000	-	2,000	20	11.55	0.20	11.74
	2,500	-	2,500	25	14.43	0.24	14.68
Seasonal/Recreation Residential	\$ 100,000	\$ -	\$ 100,000	\$ 1,000	\$ 577.30	\$ 9.78	\$ 587.08
	200,000	-	200,000	2,000	1,154.60	19.56	1,174.16
	300,000	-	300,000	3,000	1,731.90	29.34	1,761.24
	400,000	-	400,000	4,000	2,309.20	39.12	2,348.32

* The figures in the table are based on taxes for new bonded debt only, and do not include tax levies for other purposes. Tax increases shown above are gross increases, not including the impact of the state Property Tax Refund ("Circuit Breaker") program. Many owners of homestead property will qualify for a refund, based on their income and total property taxes. This will decrease the net tax effect of the bond issue for many property owners.

** For agricultural homestead property, a value of \$150,000 was assumed for the house, garage and one acre.





STAFF REPORT NO. 67
CITY COUNCIL MEETING
4/10/2018

REPORT PREPARED BY: William F. Fillmore, Liquor Operations Director

DEPARTMENT DIRECTOR REVIEW: William F. Fillmore, Liquor Operations Director
4/6/2018

OTHER DEPARTMENT REVIEW: N/A

CITY MANAGER REVIEW: Steven L. Devich, City Manager
4/6/2018

ITEM FOR COUNCIL CONSIDERATION:

Consideration of the approval of bid minutes and tabulation and authorization of a contract with Midwest Asphalt in the amount of \$80,900 for parking lot improvements at the municipal liquor store at 6444 Penn Avenue South and authorization of the City Manager to approve contract changes under \$50,000 without further City Council consideration.

EXECUTIVE SUMMARY:

At the December 12, 2017, City Council meeting the Council authorized a capital improvement and directed staff to proceed with the remodeling and upgrade of the municipal liquor store located at 6444 Penn Avenue South.

At the February 27, 2018, City Council meeting the Council authorized a construction contract for the Penn Avenue liquor store remodel and upgrade. One upgrade component, parking area improvements, was bid separately. Parking area improvements are needed due to the severe deterioration of the parking lot surface.

The advertisement for bids for parking lot improvements was published on March 29, 2018. Four bidders submitted bids that were publicly opened on April 5, 2018. Midwest Asphalt submitted the lowest bid of \$80,900.

RECOMMENDED ACTION:

By motion: Approve bid minutes and tabulation and authorize a contract with Midwest Asphalt in the amount of \$80,900 for parking lot improvements at the municipal liquor store at 6444 Penn Avenue South and authorize the City Manager to approve contract changes under \$50,000 without further City Council consideration.

BASIS OF RECOMMENDATION:

A. HISTORICAL CONTEXT

- At the September 6, 2017, City Council/Staff Budget Review, staff presented preliminary renderings prepared by Wold Architectural of the Penn liquor store.
- At the December 12, 2017, City Council meeting the Council authorized a capital improvement and directed staff to proceed with upgrading the municipal liquor store at 6444 Penn Avenue South.

- Advertisement for bids for the store remodel was published February 8, 2018.
- Twelve bidders submitted bids for the demolition/construction that were publicly opened on February 20, 2018.
- Ebert Construction Inc. submitted the lowest bid of \$807,000 and the City Council awarded the construction contract on February 27, 2018.
- Demo/Construction began on March 26, 2018.

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

- Council approval is required for all expenditures over \$100,000.
- All contracts over \$100,000 require sealed bids by public notice.

C. CRITICAL TIMING ISSUES:

- The acceptance of the bid tabulation and the award of the contract will ensure that current construction is not interrupted, the lot can be upgraded, and the project will be completed so that the store may be open by Memorial Day.

D. FINANCIAL IMPACT:

- Project estimate was \$100,000.
- The lowest responsible and responsive bid was submitted by Midwest Asphalt for \$80,900.
- Resources to fund the upgrade are available with the liquor operations and other internal financing.

E. LEGAL CONSIDERATION:

- N/A

ALTERNATIVE RECOMMENDATION(S):

- The City Council could decide to not approve the contract for the parking area at the municipal liquor store at 6444 Penn Avenue South.

PRINCIPAL PARTIES EXPECTED AT MEETING:

N/A

ATTACHMENTS:

Description	Type
☐ Bid Tabulation	Backup Material
☐ Penn Liquor Renderings	Backup Material

CITY OF RICHFIELD, MINNESOTA

Bid Opening
April 5, 2018
2:00 p.m.

Penn Avenue Liquor Store Parking Lot
Bid No. 18-05

Pursuant to requirements of Resolution No. 1015, a meeting of the Administrative Staff was called by Elizabeth VanHoose, City Clerk, who announced that the purpose of the meeting was to receive; open and read aloud bids for Penn Avenue Liquor Store Parking Lot, as advertised in the official newspaper on March 29th, 2018.

Present: Elizabeth VanHoose, City Clerk
Dave Conrads, Government Buildings
Jared Voto, City Manager Representative

The following bids were submitted and read aloud:

Bidder's Name	Bid Security	Responsible Bidder	Total Base Bid
Bituminous Roadways Inc Mendota Heights, MN	Provided	Provided	\$97,800.00
Midwest Asphalt Services Eden Prairie, MN	Provided	Provided	\$80,900.00
Ebert Construction Cochran, MN	Provided	Provided	\$106,000.00
Allied Blacktop Company Maple Grove, MN	Provided		\$105,998.00

The City Clerk announced that the bids would be tabulated and considered at the April 10, 2018 City Council Meeting.


Elizabeth VanHoose, City Clerk







STAFF REPORT NO. 68
CITY COUNCIL MEETING
4/10/2018

REPORT PREPARED BY: Jesse Swenson, Asst. HR Manager

DEPARTMENT DIRECTOR REVIEW: Steven L. Devich, City Manager
4/2/2018

OTHER DEPARTMENT REVIEW: N/A

CITY MANAGER REVIEW: Steven L. Devich, City Manager
4/2/2018

ITEM FOR COUNCIL CONSIDERATION:

Consideration of the adoption of a resolution approving the contract with the Police Sergeants Teamsters 320 for the contract period January 1, 2018 through December 31, 2019 and authorize the City Manager to execute the agreement.

EXECUTIVE SUMMARY:

City staff has completed labor negotiations with the Police Sergeants Teamsters 320 (Union). The provisions of the 2018-2019 labor agreement cover all of the employees in this Union, which consists of 8 positions.

The two-year contract provides a wage adjustment of 3.0% in 2018 and a wage adjustment of 3.0% in 2019.

The other provisions of the tentative agreement include:

- A wage equity adjustment to step 3 and step 4 of the pay plan. Step 3 would receive an additional \$20 per month in both 2018 and 2019. Step 4 would receive an additional \$38 per month in both 2018 and 2019.
- Up to a \$75 per month increase in the City's contribution towards health insurance.
- A \$0.25 per month increase towards Employee single dental coverage.
- Agreement to accept the same level of contributions that Management and General Services employees will be receiving in 2019 for health and dental insurance coverage.
- An increase in clothing allowance of \$15 in 2018 and an additional \$15 in 2019.

RECOMMENDED ACTION:

By motion: Adopt a resolution approving the provisions of the 2018-2019 labor agreement with the Police Sergeants Teamsters 320 bargaining unit and authorize the City Manager to execute the agreement.

BASIS OF RECOMMENDATION:

A. HISTORICAL CONTEXT

The tentatively approved two year contract settlement includes the following significant changes:

- Wages: A 3.0% wage adjustment for 2018 and a 3.0% wage adjustment for 2019.
- Equity Adjustment: Step 3 of the pay grade would receive an additional \$20 per month in both 2018 and 2019. Step 4 of the pay grade would receive an additional \$38 per month in both 2018

and 2019.

- Health Insurance: Up to a \$75 increase to the Employer health insurance contribution, which provides up to a maximum contribution of \$826.00 per month for single Employee coverage, \$1,195 per month for Employee plus spouse or Employee plus child(ren) coverage and \$1,290 per month for Employee plus family coverage.
- Dental Insurance: A \$0.25 per month increase to the Employer contribution for Employee single dental insurance coverage at \$59.50 per month.
- Clothing allowance increase of \$15 in 2018 to \$950 and an additional \$15 in 2019 to \$965.

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

- The City has met and negotiated in good faith with the Union and its representatives and is bound under the Public Employer's Labor Relations Act to meet and bargain over the terms and conditions of employment.
- The proposed settlement for the health and dental insurance provisions is identical to those provided to both union and non-union City employees. The City has a long history of providing the same level of insurance benefits to all eligible City employees.
- The 3.0% wage increase represents the same 3.0% wage adjustment implemented for non-union City employees and all other contracts settled for 2018.
- The wage adjustment and health insurance increase is comparable to other bargaining groups in similar metro cities. A survey of Stanton 5 cities indicates that those cities are providing anywhere from a 1.5 to 3 percent increase. The City has a long history of trying to remain as close to the mid-range as possible for Stanton 5 cities, in terms of wages and benefits.
- The 3.0% wage adjustment for 2019 is the City's and Union's best estimation of what will be the average of such settlements in the metro area. The Fire bargaining unit, Police Officer bargaining unit, and Police Lieutenant bargaining unit, have also agreed to this increase for 2019. The City is aware of at least three other metro area cities that has settled at 3.0% for 2019.
- The equity adjustment to step 3 and step 4 of the pay grade will make wages comparable to other sergeant bargaining groups in similar metro cities.

C. CRITICAL TIMING ISSUES:

- In order to allow the City's accounting personnel to modify payroll records in a timely manner for 2018 wages and benefits, it is recommended that the City Council act on April 10, 2018 to adopt a resolution providing for contract changes, effective January 1, 2018.

D. FINANCIAL IMPACT:

- A 3.0% wage increase for contract year 2018 and 3.0% wage increase for contract year 2019.
- An equity adjustment to step 3 and step 4 of the pay plan. \$20 per month increase to step 3 in 2018 and again in 2019. \$38 per month increase to step 4 in 2018 and again in 2019. The budget impact per year is approximately \$3200.
- A maximum \$75 per month increase in Employer monthly contributions towards health insurance coverage for 2018.
- A \$0.25 per month increase in Employer monthly contributions towards dental insurance in 2018.
- A \$15 increase to clothing allowance in 2018 and an additional \$15 increase to clothing allowance in 2019.

E. LEGAL CONSIDERATION:

- If the terms of this agreement are not approved, further negotiation and/or mediation will be necessary.

ALTERNATIVE RECOMMENDATION(S):

- Do not approve the terms of this agreement and prepare for further negotiation and/or mediation.
- Defer discussion to another date.

PRINCIPAL PARTIES EXPECTED AT MEETING:

None

ATTACHMENTS:

Description

Type

RESOLUTION NO.

**RESOLUTION APPROVING LABOR AGREEMENT BETWEEN THE
CITY OF RICHFIELD AND
POLICE SERGEANTS TEAMSTERS 320
BARGAINING UNIT FOR YEARS 2018 - 2019**

WHEREAS, the City Manager and the Richfield Police Sergeants Teamsters 320 have reached an understanding concerning conditions of employment for years 2018 and 2019; and

WHEREAS, it would be inappropriate to penalize Sergeants Teamsters 320 members who have negotiated in good faith; and

WHEREAS, the City Ordinance requires that contracts between the City and the exclusive representative of the employees in an appropriate bargaining unit shall be completed by Council resolution.

NOW, THEREFORE, BE IT RESOLVED that the City Council does hereby approve the Labor Agreement between the City of Richfield and Lieutenants Teamsters 320 Bargaining Unit for years 2018 and 2019, under the provisions of the Labor Agreement to be implemented, effective January 1, 2018 and authorize the City Manager to execute the contract.

Adopted by the City Council of the City of Richfield, Minnesota this 10th day of April 2018.

Pat Elliott

Mayor

ATTEST:

Elizabeth VanHoose

City Clerk