



**REGULAR CITY COUNCIL MEETING
RICHFIELD MUNICIPAL CENTER, COUNCIL CHAMBERS
JUNE 11, 2019
7:00 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 concurrent City Council and Housing and Redevelopment Authority work session of May 20, 2019; (2) Special City Council work session of May 28, 2019; and (4) Regular City Council meeting of May 28, 2019.

PRESENTATIONS

1. Hennepin County Commissioner Debbie Goettel and a representative from Hennepin County Sheriff David Hutchinson's office
2. Gene & Mary Jacobsen Citizen of the Year for 2019 Award
3. Human Rights Commission 2018 Year in Review
4. Swearing-in of City of Richfield Police Officers Kristian Schultz-Sanchez and Angie Figueroa.

COUNCIL DISCUSSION

5. Hats Off to Hometown Hits

AGENDA APPROVAL

6. Approval of the Agenda
7. **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 approval of a Community Celebration Event license, with a request for the fee to be waived, and a Temporary On Sale Intoxicating Liquor license for the Fourth of July Committee for events scheduled at Veterans Memorial Park, July 3-4, 2019.

Staff Report No. 76

- B. Consider approval of a Temporary On Sale Intoxicating Liquor license for activities scheduled to take place July 4, 2019, for the Minneapolis-Richfield American Legion Post #435, located at 6501 Portland Avenue South.

Staff Report No. 77

- C. Consider adoption of a resolution amending a Final Development Plan and adoption of a resolution granting a subdivision waiver for property at 6540 Penn Avenue.

Staff Report No. 78

- D. Consider adoption of a resolution granting a conditional use permit to allow a restaurant at 7120 Chicago Avenue.

Staff Report No. 79

- E. Consider adoption of a resolution granting a Conditional Use Permit to allow a school at 7132 Portland Avenue.

Staff Report No. 80

- 8. Consideration of items, if any, removed from Consent Calendar

PUBLIC HEARINGS

- 9. Public hearing and consider adoption of resolutions removing utility easements within the NOVO development site at approximately 66th Street West and Queen Avenue and approving a preliminary plat of the NOVO Addition that will combine eight (8) parcels and vacated right-of-way into a single lot, in order to allow construction of a previously approved housing development.

Staff Report No. 81

OTHER BUSINESS

- 10. Consider approval of the implementation of the city-wide organization of curbside recycling and organics hauling and funding of a Sustainability Coordinator through a combination of Recycling SCORE funds through Hennepin County and existing city funds.

Staff Report No. 82

CITY MANAGER'S REPORT

- 11. City Manager's Report

CLAIMS AND PAYROLLS

- 12. 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.

- 13. 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 Concurrent City Council and Housing and Redevelopment Authority Work Session

May 20, 2019

CALL TO ORDER

The work session was called to order by Mayor Regan Gonzalez at 5:30 p.m. in the Bartholomew Room.

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

Council Members Absent: Simon Trautmann.

HRA Members Present: Mary Supple, Chair; Pat Elliott; Maria Regan Gonzalez; Sue Sandahl; and Erin Vrieze Daniels.

Staff Present: Katie Rodriguez, City Manager; John Stark, HRA Executive Director/Community Development Director; Julie Urban, Housing Manager; and Melissa Poehlman, Assistant Community Development Director.

Item #1	REDEVELOPMENT PRIORITIES
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Community Development Director Stark presented an overview of redevelopment and the agenda for the work session.

Policymakers spent time answering the question, "Why do we redevelop?" Community Development Director Stark and Assistant Community Development Director Poehlman described several geographic areas that are identified for potential redevelopment in the Comprehensive Plan, along with topic areas of Housing Opportunities and Missing Uses and described the strengths, weaknesses, opportunities, and threats (SWOTs) of each area. Policymakers added to SWOTs to each area.

Assistant Community Development Director Poehlman and Housing Manager Urban asked policymakers to then prioritize four of the areas. Working in pairs they narrowed down the priorities to two areas and presented those priorities to the group. Results indicated that specific geographic areas were less of a priority and that jobs, new/missing uses, and housing were important to the group.

ADJOURNMENT

The work session was adjourned by unanimous consent at 6:58 p.m.

Date Approved: June 11, 2019

Maria Regan Gonzalez
Mayor

Jared Voto
Assistant to the City Manager

Katie Rodriguez
City Manager



CITY COUNCIL MEETING MINUTES

Richfield, Minnesota

Special City Council Work Session

May 28, 2019

CALL TO ORDER

The meeting was called to order by Mayor Regan Gonzalez at 5:15 p.m. in the Bartholomew Room.

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

Council Members Absent: Simon Trautmann.

Staff Present: Katie Rodriguez, City Manager; Amy Markle, Recreation Services Director; Kristin Asher, Public Works Director; Rachel Lindholm, Richfield GreenCorps Member; and Jared Voto, Assistant to the City Manager.

Others: Andrew Lutaya, MnDOT; Amber Blanchard, MnDOT; Sue Rosenberg, Chair, Richfield Organics Task Force.

Item #1	I-494 ALTERNATIVES EVALUATION PROCESS AND SCREENING
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Mr. Lutaya and Ms. Blanchard presented on the goals of the member cities, the project timeline, and went into detail of the alternative evaluation process. MnDOT is currently in Phase 1, the initial “fatal flaw” screening analysis. Phase 1 entailed looking three areas: mainline alternatives, access reconfiguration, and I-35W/I-494 Interchange alternatives. Based on these areas, they presented the recommended alternatives being carried forward and MnDOT’s public engagement as it related to I-35W/I-494 Interchange alternatives and the access reconfiguration.

Mayor Regan Gonzalez asked about the general purpose lane alternative that was being moved forward.

Ms. Blanchard responded the MnPASS and HOV alternatives ended up being very similar with MnPass ahead. MnDOT needs as many reasonable alternatives and the general purpose lane acts similar to the MnPass lane in terms of throughput of vehicles.

Mayor Regan Gonzalez reinforced the importance of the 77th Street Underpass as a part of this regional project and is important for Richfield and asked about the timeline of the economic impact.

Council Member Supple asked if MnDOT would be at the work session on the economic impact.

Director Asher responded they are on the team working on the economic impact study and they will be invited to the work session.

Council Member Whalen commented that the stormwater question is still outstanding and inquired when it would be resolved.

Ms. Blanchard responded they are looking at it currently and their consultant is on their fourth option. She stated they hope to have a solution by July and bring options to the Council.

Council Member Supple asked about the five options included with the full access at Portland Avenue and what factors (economic, stormwater, footprint) are going into that decision.

Mr. Lutaya responded that the options they are looking at currently are the footprint of the options and they intend to merge those data points with the economic impact study to find an option that moves traffic best, bike and pedestrian friendly, and least impactful to right-of-way.

Director Asher commented that the access reconfiguration should be Lyndale to 24th, not Lyndale to 12th.

Council Member Whalen asked about the order of the 77th Street Underpass and the access reconfiguration.

Director Asher responded the schedule for the underpass is 2021 and the earliest work on 494 would begin is 2022-2023.

Ms. Blanchard stated they understand the importance of the 77th Street Underpass and how local traffic will move during construction and agrees that it needs to come first.

Item #2	RICHFIELD ORGANICS TASK FORCE RECOMMENDATIONS
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Director Markle, Richfield GreenCorps Member Lindholm, and Richfield Organics Task Force Chair Rosenberg presented on the recycling goal of Hennepin County, the annual recycling rates of Hennepin County that places Richfield 39th out of 42 for pounds per household, and the MPCA's estimate of waste generation forecast through 2030. They discussed that over 700 households registered for organics drop-off and shared comments from residents who registered for the program. They also shared results of a survey that was done to evaluate the program, which received many positive responses, and discussed community outreach at different community events. They shared the pros and cons of two options for next steps: amending the current ordinance to require haulers to offer organics or organizing recycling and organics through a single hauler. Lastly, they presented four recommendations of the Task Force and staff recommendations, which included support of the Task Force's recommendations.

Council Member Supple asked if organized hauling for organics was implemented if it would change how recycling is collected, from its current state of multiple haulers.

Director Markle responded that the City would issue a request for proposals (RFP) and determine the allocation of recycling that it could be multiple haulers split up in the city or one hauler for the entire city.

Council Member Garcia asked about Bloomington's sustainability commission and if it was stand-alone or part of another commission.

Director Markle responded that she thought it was a stand-alone commission.

Council Member Whalen asked if multi-family buildings would be exempt from organized recycling and organics, and have to contract their own services.

Richfield GreenCorps Member Lindholm responded that buildings with greater than four units are exempt, but could opt-in to be part of the program and that she has been contacted by some buildings about doing this and requesting help.

Mayor and Council Members thanked the Richfield Organics Task Force for all the work they put into this research and brining these recommendations to the Council.

Mayor Regan Gonzalez commented she hoped to make the Sustainability Commission a reality and that it would be a great thing for the city. She asked about how the city would make a decision of organizing with one hauler for recycling versus multiple haulers.

Richfield GreenCorps Member Lindholm responded it would be determined during the RFP process.

City Manager Rodriguez added the city would engage with the haulers for information gathering and move forward based on that research on an RFP process.

Mayor Regan Gonzalez indicated her preference for doing the organized recycling and organics together and discussed the need for clear communication with residents.

Council Member Whalen commented that organized recycling and organics is a step in the right direction and was interested in having the discussion about organizing trash hauling as well and asked about the costs presented as they relate to mandatory versus subscription-based.

Richfield GreenCorps Member Lindholm responded with some of the costs for neighboring cities and that it is unique for each city.

Mayor and Council Members discussed the recommendation for graduated steps toward organizing and for clarification on the recommendations would be brought to the June 11 meeting.

Director Markle responded staff would like to see a vote about the ordinance only or organized recycling and organics. Additionally, since the department is in the budget process for 2020, is the Council interested in funding a Sustainability Coordinator position.

ADJOURNMENT

The work session was adjourned by unanimous consent at 6:41 p.m.

Date Approved: June 11, 2019

Maria Regan Gonzalez
Mayor

Jared Voto
Assistant to the City Manager

Katie Rodriguez
City Manager



CITY COUNCIL MEETING MINUTES

Richfield, Minnesota

Regular Meeting

May 28, 2019

CALL TO ORDER

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

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

Council Members Absent: Simon Trautmann.

Staff Present: Katie Rodriguez, City Manager; Mary Tietjen, City Attorney; Jay Henthorne, Public Safety Director/Police Chief; John Stark, Community Development Director; Melissa Poehlman, Assistant Community Development Director/Planning and Redevelopment Manager; Jennifer Anderson, Support Services Manager; and Jared Voto, Assistant to the City Manager.

OPEN FORUM

None.

PLEDGE OF ALLEGIANCE

Mayor Regan Gonzalez led the Pledge of Allegiance.

APPROVAL OF MINUTES

M/Garcia, S/Whalen to approve the minutes of the: (1) Special concurrent City Council and Housing and Redevelopment Authority work session of April 15, 2019; (2) Special concurrent City Council, Housing and Redevelopment Authority and Planning Commission work session of May 7, 2019; (3) Special City Council work session of May 14, 2019; and (4) Regular City Council meeting of May 14, 2019.

Motion carried 4-0.

Item #1	RECEIPT OF THE CITY OF RICHFIELD COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) FOR THE FISCAL YEAR ENDED DECEMBER 31, 2018 (S.R. NO. 70)
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Finance Director Regis introduced Matthew Mayer of BerganKDV, the City's external auditor.

Matthew Mayer, Partner at BerganKDV, presented on the results of the audit for 2018 and a summary of the city's financial position at the end of 2018.

Mayor and Council Members thanked the Finance Department staff and auditors for presenting this information.

M/Supple, S/Garcia to accept the Comprehensive Annual Financial Report of the City for the year ended December 31, 2018.

Motion carried 4-0.

Item #2	JON WICKETT, PRESIDENT OF THE RICHFIELD HISTORICAL SOCIETY
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Council Member Garcia introduced Jon Wickett, President of the Richfield Historical Society.

President Wickett presented an update on the Bartholomew House restoration project, including sharing background on the project, funding received to date from the Minnesota Historical Society, and an upcoming submittal of an application to the Richfield Historical Society for a legacy grant. He thanked the Richfield community for their continued support of the project.

Mayor Regan Gonzalez invited residents to attend and support events being presented by the Richfield Historical Society this summer.

Item #3	2018 FOOD SAFETY AWARDS
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Council Member Supple introduced Jeremy Barthels, Chair of the Richfield Advisory Board of Health, to present the 2018 Food Safety Awards.

Chair Jeremy Barthels discussed the Food Safety Awards and presented them to the winners:

- Full Service Restaurant – Broadway Pizza, 7514 Lyndale Ave
- Fast Food Café-or Pizza Carryout-Limited Service – DQ Grill & Chill, 2800 W 66th St

Item #5	APPROVAL OF THE AGENDA
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M/Supple, S/Garcia to approve the agenda.

Motion carried 4-0.

Item #4	COUNCIL DISCUSSION <ul style="list-style-type: none">Hats Off to Hometown Hits
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Council Member Supple thanked Transportation Engineer Broz for speaking to the League of Women Voters about the Metro Transit Orange Line project and discussed the project; thanked the committee members of the Honoring All Veterans Memorial; and discussed on May 30 the Chamberlain developers are hosting a neighborhood event from 4:30 to 6:30 p.m. at Mt. Calvary and Hennepin County is hosting an open house regarding the Southdale Library, at the Southdale Library, from 6 to 8 p.m.

Council Member Whalen spoke regarding a "Let's Talk Richfield" event he is hosting on May 30 at Hope Church from 6:30 to 8 p.m.; the Friends of Wood Lake Board (FOWL) is looking for more Board Members; and thanked to the Richfield Organics Task Force for their work over the past year and recommendations will be brought to the next Council meeting.

Council Member Garcia spoke regarding the grand opening of the Richfield Bandshell on Sunday, June 9 at 6 p.m. and invited everyone to attend the event.

Mayor Regan Gonzalez spoke regarding the "Your Schools" update from Richfield Public Schools and invited everyone to read it and learn about the things going on in our schools.

Council Member Garcia mentioned the work of Richfield resident Judy Moe for her work on helping the schools become more accessible and thank her for her work.

Item #6	CONSENT CALENDAR
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City Manager Rodriguez presented the consent calendar.

- A. Consider approval of the 2019 - 2020 Public Health Emergency Preparedness agreement with the Minnesota Department of Health. (S.R. No. 71)
- B. Consider approval of setting a public hearing to be held on June 25, 2019, to consider issuance of a new On-Sale Wine and 3.2 Malt Liquor licenses for Los Sanchez Taqueria II, LLC d/b/a Los Sanchez Taqueria, located at 2 West 66th Street. (S.R. No. 72)
- C. Consider adoption of a resolution adopting a modification to the Tax Increment Financing Plan for the Lyndale Gardens Tax Increment Financing District. (S.R. No. 73)

RESOLUTION NO. 11626
RESOLUTION ADOPTING A MODIFICATION TO THE TAX
INCREMENT FINANCING PLAN FOR THE LYNDAL GARDENS TAX
INCREMENT FINANCING DISTRICTS WITHIN THE RICHFIELD
REDEVELOPMENT PROJECT AREA

- D. Consider adoption of a resolution granting a one-year extension of land use approvals for a planned unit development at 101 66th Street East. (S.R. No. 74)

RESOLUTION NO. 11627
RESOLUTION GRANTING AN EXTENSION OF A FINAL
DEVELOPMENT PLAN AND CONDITIONAL USE PERMIT FOR A
PLANNED UNIT DEVELOPMENT AT 101 66TH STREET EAST

Council Member Garcia commented about Los Sanchez Taqueria and invited residents to try new restaurants in the community.

Council Member Supple thanked staff for the level of specificity of the developer's responsibilities in the staff report on the land use approvals for 101 66th Street East .

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

Motion carried 4-0.

Item #7	CONSIDERATION OF ITEMS, IF ANY, REMOVED FROM THE CONSENT CALENDAR
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None.

Item #8	CONSIDER APPROVAL OF AN ORDINANCE AMENDING ZONING CODE SECTION 537: MIXED USE DISTRICTS AND SECTION 512: DISTRICTS AND ADOPT A RESOLUTION AUTHORIZING SUMMARY PUBLICATION OF SAID ORDINANCE. (S.R. NO. 75)
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Council Member Whalen presented Staff Report No. 75.

Council Member Whalen mentioned he talked to a Planning Commission member who wanted to clarify the tie vote from the Planning Commission regarding the minimum parking was a difference of opinion and didn't feel it was adequately discussed at the last meeting. He reiterated that he believed the city is moving in the right direction and the parking for similar projects has been adequate and there have not been citizen complaints.

Assistant Community Development Poehlman added that staff did additional research on peer communities and St. Louis Park and Edina are in line with the recommendation, although comparisons are difficult.

M/Whalen, S/Supple to approve an ordinance amending Zoning Code Section 537: Mixed Use and Section 512: Districts and adopt a resolution authorizing summary publication of said ordinance.

RESOLUTION NO. 11628
RESOLUTION APPROVING SUMMARY PUBLICATION OF AN
ORDINANCE TO UPDATE REGULATIONS IN MIXED USE ZONING
DISTRICTS

Motion carried 4-0.

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

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

U.S. Bank	05/28/19
A/P Checks: 277646 - 278030	\$ 1,535,757.79
Payroll: 145544 - 145868	<u>656,006.23</u>
TOTAL	\$ 2,191,764.02

Motion carried 4-0.

OPEN FORUM

None.

Item #11	ADJOURNMENT
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The meeting was adjourned by unanimous consent at 7:47 p.m.

Date Approved: June 11, 2019

Maria Regan Gonzalez
Mayor

Jared Voto
Assistant to the City Manager

Katie Rodriguez
City Manager

CITY OF RICHFIELD, MINNESOTA
Office of City Manager

June 6, 2019

The Honorable Mayor
and
Members of the City Council

Subject: Gene & Mary Jacobsen Citizen of the Year for 2019 Award

Council Members:

The Richfield Human Rights Commission has selected a Citizen of the Year award recipient since 1971. The award is given to a family, group, organization, business or individual who lives or works in Richfield and whose actions demonstrate an awareness and commitment to the attitudes and practices that foster human understanding, tolerance and the spirit of human relations.

The Human Rights Commission has voted to present the 2019 Gene and Mary Jacobsen Outstanding Citizen award to Brice Eichlersmith.

Pastor Eichlersmith has been ordained for over 34 years. He has been a resident of Richfield for 29 years and a pastor in our community since December 1994. Currently, his official responsibilities at Oak Grove Lutheran Church involve youth ministries, family counselling and community outreach.

Pastor Eichlersmith was instrumental in creating the Richfield Police Chaplain program over 15 years ago. His work with the Chaplain program is two-fold. First, the Chaplain program has become an integral component of the department's community response. Police Chaplains provide community members with spiritual support in times of tragedy. Chaplains respond to incidents to assist family members with a loss or when tragedy occurs such as a death investigation or other traumatic events. The Chaplains are experts at consoling, counselling and guiding citizens in despair. They are truly the first step in the healing process and the services they provide to these community members are essential to healing. Second, Pastor Eichlersmith has become an important component of the department's Officer Wellness Program. It is well documented that police officers that are physically, emotionally and psychologically healthy have a greater capacity to perform their jobs and are more effective in their service to the community. Pastor Eichlersmith dramatically improves the officers' wellness through trust-based relationships he has developed with every officer on the department. His presence, guidance and caring demeanor are vital to the overall health of police officers, firefighters and community members. The importance of his work in the public safety realm cannot be overstated.

Overall, Pastor Eichlersmith's community engagement has strengthened the fabric of the Richfield Community. His focus on creating healthy youth, families and first responders is paramount to the overall health of our community. In all of these endeavors, Pastor Eichlersmith demeanor is genuine, inclusive, accepting and non-judgmental. He is truly gifted when dealing with people and relationships.

We are proud to have Brice Eichlersmith as a citizen of Richfield and grateful the Human Rights Commission is honoring him with the 2019 Citizen of the Year Award.

Respectfully submitted,

A handwritten signature in cursive script, reading "Katie Rodriguez". The signature is written in dark ink and is positioned above the printed name and title.

Katie Rodriguez
City Manager

KR:mf



Richfield Human Rights Commission 2019 Annual Report



The purpose of the Commission is to secure for all citizens equal opportunity in employment, housing, public accommodations, public services and education, and full participation in the affairs of the community and to take appropriate action consistent with the Minnesota Human Rights Act. The Commission shall also advise the City Council on long range programs to improve human relations in the City. Richfield City Code Section 305.01, Sub.3

2019 Officers

Chair – Brett Stursa

Vice Chair – Heather Eastlund

Secretary – Bob Mulcahy

Social Media liaison – Katie Goodemote

2019 Liaisons

City Council – Simon Trautmann

City Staff – Deputy Chief Mike Flaherty

School Board – Tim Pollis

2018/2019 ACTIVITIES

COMMUNITY EDUCATION/OUTREACH/ADVOCACY

Naturalization Ceremony

The Human Rights Commission hosted a naturalization ceremony with 201 people becoming U.S. citizens at Holy Angels on Feb 19, 2019. Partners included Holy Angels, the Richfield Police Department and US District Court for the District of Minnesota. Mayor Maria Regan Gonzalez represented the city.

Proclamations

The Human Rights Commission approved the Black History Month proclamation, which the council approved at its Jan. 22, 2019, meeting. The commission recently approved a proclamation about the Americans with Disabilities Act anniversary, which we hope the council will approve in July. The commission will work on a proclamation for Hispanic Heritage Month for council approval in September as well. The commission hopes these proclamations serve as a way for our community to proactively declare our values and hope they promote greater awareness and understanding.

Gender neutral bathrooms

The Human Rights Commission has requested that the city of Richfield change signage to single stall bathrooms in city buildings to be gender neutral and to encourage all in the city to do the same.

Penn Fest

The Human Rights Commission had a table at Penn Fest in September. We had 119 people add their special trait to the Richfield Human Rights Commission community chain, and we handed out material about the HRC and how to apply for city commissions.

Updated Human Rights Commission postcard

The Human Rights Commission updated its outdated brochure and printed new postcards about the purpose of the commission. Postcards were printed in English and Spanish and are included at the end of this report.

Housing workshops

The Human Rights Commission was awarded a \$1,500 grant from the Richfield Foundation. We are in discussions with city staff and community partners about hosting housing workshops to inform tenants and landlords about their rights and responsibilities.

History project

The Richfield Human Rights Commission turned 50 this year. In partnership with the city and the Richfield History Center, we are researching the commission's history with an eye toward celebrating its half-century legacy of promoting greater awareness and understanding.

Storytime with Miss Richfield

In October, the Human Rights Commission partnered with the Augsburg Library, which hosted Stories Together with Miss Richfield 1981. The event was a safe space for children and caregivers to celebrate self-expression and gender fluidity through stories, rhymes and movement.

GENERAL COMMISSION BUSINESS

Appointment of new 2018/2019 HRC commissioners: The HRC welcomed new members Adam Alaihimier, Michele Thompson, Kris Anderson, Luz Luna Apodaca, Todd Diede, Tasha Ostendorf and Deandra Davis. This comes after last year's appointment of six new members.

Continued emphasis on social media presence: The HRC is working hard to expand our presence in social media spaces. We have a permanent, voluntary role of social media coordinator. Brett Stursa and Katie Goodemote have worked closely with Neil Ruhland, media coordinator with the city. In addition, articles were published in the Richfield Sun Current and [FOX 9](#) about HRC activities.

Gene and Mary Jacobsen Outstanding Citizen Award: The HRC selected Brice Eichlersmith as the 2019 winner of the Gene and Mary Jacobsen Outstanding Citizen Award. Pastor Brice was honored with an award, reception, and presentation to the City Council in June of 2019.



The **Richfield Human Rights Commission** helps to secure human rights and equal opportunity for the residents of Richfield in the areas of housing, employment, public accommodations, public services and education.



Who we are

The Richfield Human Rights Commission is a 13-member advisory commission to the Richfield City Council. Members are appointed to the commission by the City Council.

What we do

Through educational events, award recognition and advocacy efforts the Richfield Human Rights Commission works to secure human rights and equal opportunity for the residents of Richfield.

Join us

The Richfield Human Rights Commission generally meets the first Tuesday of each month at 6:30 p.m. at the Richfield City Hall. The commission welcomes all community members to attend its meetings.

www.richfieldmn.gov

612-861-9700

Areas of protection and protected classes

The Richfield Human Rights Commission aligns itself with the Minnesota Department of Human Rights and the goals set forth in the Minnesota Human Rights Act. The Human Rights Act is a state law that prohibits discrimination in Minnesota.

Every person in Minnesota is protected by the Human Rights Act, which prohibits discrimination based on race, color, creed, religion, national origin, sex, marital status, familial status, disability, public assistance status, age, sexual orientation and local Human Rights Commission activity. The act prohibits discrimination in business, credit, education, employment, housing, public accommodations and public services.

Contact the Minnesota Department of Human Rights to report an incident of discrimination or request more information about human rights protections at 1-800-657-3704 or visit mn.gov/mdhr.

Richfield Human Rights Commission



**La Comisión de Derechos Humanos
de Richfield ayuda a garantizar los
derechos humanos y la igualdad
de oportunidades para los residentes
de Richfield en las áreas de vivienda, empleos,
servicios públicos y educación.**



Quiénes somos

La Comisión de Derechos Humanos de Richfield es una comisión asesora de 13 miembros para el Concejo Municipal de Richfield. Los miembros son nombrados para la comisión por el Concejo Municipal.

Lo que hacemos

A través de eventos educativos, reconocimiento al trabajo bien hecho y esfuerzos en abogacía, la Comisión de Derechos Humanos de Richfield trabaja para garantizar los derechos humanos y la igualdad de oportunidades para los residentes de Richfield.

Únase a nosotros

La Comisión de Derechos Humanos de Richfield generalmente se reúne el primer martes de cada mes a las 6:30 p.m. en el Ayuntamiento de Richfield. La comisión da la bienvenida a todos los miembros de la comunidad para asistir a sus reuniones.

www.richfieldmn.gov

612-861-9700

La Comisión de Derechos Humanos de Richfield

Áreas de protección y clases protegidas

La Comisión de Derechos Humanos de Richfield se alinea con el Departamento de Derechos Humanos de Minnesota y los objetivos establecidos en la Ley de Derechos Humanos de Minnesota. La Ley de Derechos Humanos es una ley estatal que prohíbe la discriminación en Minnesota.

Toda persona en Minnesota está protegida por la Ley de Derechos Humanos, que prohíbe la discriminación por raza, color, credo, religión, origen nacional, sexo, estado civil, estado familiar, discapacidad, estado de asistencia pública, edad, orientación sexual, derechos humanos locales y las actividades de la Comisión.

La ley prohíbe la discriminación en los negocios, el crédito, la educación, el empleo, la vivienda, las instalaciones públicas y los servicios públicos.

Comuníquese con el Departamento de Derechos Humanos de Minnesota para reportar cualquier incidente de discriminación o solicitar más información sobre las protecciones de los derechos humanos en 1-800-657-3704 o visite mn.gov/mdhr.



STAFF REPORT NO. 76
CITY COUNCIL MEETING
6/11/2019

REPORT PREPARED BY: Jennifer Anderson, Support Services Manager

DEPARTMENT DIRECTOR REVIEW: Jay A. Henthorne, Director of Public Safety/Chief of Police
6/2/2019

OTHER DEPARTMENT REVIEW: N/A

CITY MANAGER REVIEW: Katie Rodriguez, City Manager
6/4/2019

ITEM FOR COUNCIL CONSIDERATION:

Consider approval of a Community Celebration Event license, with a request for the fee to be waived, and a Temporary On Sale Intoxicating Liquor license for the Fourth of July Committee for events scheduled at Veterans Memorial Park, July 3-4, 2019.

EXECUTIVE SUMMARY:

On May 21, 2019, the City received applications for a Community Celebration Event license, with a request for the fee to be waived, and a Temporary On Sale Intoxicating Liquor license from the Fourth of July Committee. The events are scheduled to take place at Veterans Memorial Park, July 3-4, 2019. The fee for the Temporary On Sale Intoxicating Liquor license has been received, along with all required documentation, including liquor liability insurance.

The Director of Public Safety has reviewed and approved the license applications and sees no reason for them to be denied.

The street dance is held on July 3, 2019, from 3:00 p.m. to 12:00 a.m. Alcohol will be served from 3:00 p.m. to 11:30 p.m. On July 4, 2019, alcohol will be served from 3:00 p.m. to 10:00 p.m. On both days, alcohol will be served in an enclosed, fenced-in area with monitored entrance points. Only wine and strong beer will be served. Public Safety police officers have been hired by the Fourth of July Committee to patrol the area for these events.

Food vendors will be available both days and the appropriate food handling and sanitation procedures will be followed.

RECOMMENDED ACTION:

By motion: Approve the request for a Community Celebration Event license, with a request for the fee to be waived, and a Temporary On Sale Intoxicating Liquor license for the Fourth of July Committee for events scheduled at Veterans Memorial Park, July 3-4, 2019.

BASIS OF RECOMMENDATION:

A. HISTORICAL CONTEXT

- Each year the Fourth of July Committee applies for a Community Celebration Event license and

requests the licensing fee of \$5,000 be waived for the activities taking place throughout the City. The applicant has satisfied the following requirements for issuance of these licenses:

- Applications and required licensing fees for the Temporary On Sale Intoxicating Liquor and Multi-Food Vendor licenses have been received.
- Proof of liquor liability insurance has been submitted showing West Bend Mutual Insurance Company affording the coverage.
- A detailed plan of the days' events is currently on file.
- The applicant, as well as each professional concession, has contacted food sanitarians from the City of Bloomington to ensure proper food handling practices are followed.

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

- Richfield City Code Section 1202.05 requires all applicants to comply with all of the provisions of this code, as well as the provisions of Minnesota Statute Chapter 340A.

C. CRITICAL TIMING ISSUES:

- The Temporary On Sale Intoxicating Liquor license, allowing for the sale of wine and strong beer only, is valid for the street dance on July 3, 2019, from 3:00 p.m. to 11:30 p.m. and in the beer garden on July 4, 2019, from 3:00 p.m. to 10:00 p.m.

D. FINANCIAL IMPACT:

- The Temporary On Sale Intoxicating Liquor and Multi-Food Vendor license fees have been received.

E. LEGAL CONSIDERATION:

- There are no legal considerations.

ALTERNATIVE RECOMMENDATION(S):

- The Council could deny the Community Celebration Event and Temporary On Sale Intoxicating Liquor licenses; however, this would result in the applicant not being able to conduct activities, especially those concerning food preparations and alcohol sales.

PRINCIPAL PARTIES EXPECTED AT MEETING:

Heather Lenke, President of the Fourth of July Committee



STAFF REPORT NO. 77
CITY COUNCIL MEETING
6/11/2019

REPORT PREPARED BY: Jennifer Anderson, Support Services Manager

DEPARTMENT DIRECTOR REVIEW: Jay A. Henthorne, Director of Public Safety/Chief of Police
6/3/2019

OTHER DEPARTMENT REVIEW: N/A

CITY MANAGER REVIEW: Katie Rodriguez, City Manager
6/4/2019

ITEM FOR COUNCIL CONSIDERATION:

Consider approval of a Temporary On Sale Intoxicating Liquor license for activities scheduled to take place July 4, 2019, for the Minneapolis-Richfield American Legion Post #435, located at 6501 Portland Avenue South.

EXECUTIVE SUMMARY:

On April 25, 2019, the City received application materials for a Temporary On Sale Intoxicating Liquor license for the Minneapolis-Richfield American Legion Post #435.

This annual request is in conjunction with the Richfield Fourth of July Community Celebration. The American Legion plans to have an open house with a live band in their parking lot, food and refreshments, including alcohol. This year the American Legion is requesting the license for one day only. Their request is to serve alcohol from 11:00 a.m. to 9:00 p.m.

The Director of Public Safety has reviewed and approved the license application and sees no reason it should be denied.

The applicant has agreed to adhere to the traffic and parking conditions set by the Public Safety Department. A summary explaining the conditions is included with this staff report.

All required information has been provided and all licensing fees have been received.

RECOMMENDED ACTION:

By motion: Approve the issuance of a Temporary On Sale Intoxicating Liquor license for the Minneapolis-Richfield American Legion Post #435, located at 6501 Portland Avenue South for the activities scheduled to take place July 4, 2019.

BASIS OF RECOMMENDATION:

A. HISTORICAL CONTEXT

- The applicant has satisfied the following requirements for the issuance of this license:
 - The required licensing fee has been paid.
 - Proof of liquor liability insurance has been submitted showing Integrity Mutual Insurance

Company affording coverage.

- The applicant has contacted sanitarians from the City of Bloomington to ensure proper food handling practices are followed.
- Employees of the Legion will be providing security and will patrol the area for this event.

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

- Richfield City Code Section 1202.05 requires all applicants to comply with all of the provisions of this code, as well as the provisions of Minnesota Statue Chapter 340A.

C. CRITICAL TIMING ISSUES:

- The sale of intoxicating liquor in the parking lot must cease no later than 9:00 p.m on July 4, 2019.

D. FINANCIAL IMPACT:

- The required licensing fees have been received.

E. LEGAL CONSIDERATION:

- There are no legal considerations.

ALTERNATIVE RECOMMENDATION(S):

- The Council could deny the requested license; however, that would mean the applicant would not be able to serve alcohol outside to the public during the Fourth of July activities.

PRINCIPAL PARTIES EXPECTED AT MEETING:

Michael Pelino- General Manager

ATTACHMENTS:

Description	Type
▢ Summary of traffic/parking conditions 4th of July	Cover Memo

SUMMARY OF TRAFFIC AND PARKING CONDITIONS FOR MINNEAPOLIS RICHFIELD AMERICAN LEGION POST 435

4TH OF JULY EVENT

Richfield Public Safety staff has spoken with management from the American Legion to address some specific Public Safety issues and concerns. As a condition of the approval of their license it was decided Portland Avenue will be closed from 8:00 p.m. to 12:00 a.m. In addition, 66th Street will also shut down between the hours of 11:00 a.m. to 11:30 p.m. No through traffic will be allowed on 66th Street and Portland Avenue and all traffic will be routed away from the event. American Legion patrons will be allowed to enter the Legion parking lot until approximately 8:00 p.m. when Portland Avenue closes. Patrons will not be allowed to leave the Legion parking lot after 8:00 p.m. All patrons parked in the lot at 8:00 p.m. will be required to remain in the lot until 11:15 p.m. when all pedestrian traffic is clear on Portland Avenue. ONLY cabs and limos that are contracted with the Legion to provide sober cab services will be allowed to access the site from Portland Avenue after 8:00 p.m. These vehicles will have placards provided to them by the American Legion to identify their right to enter. At 11:15 p.m. when patrons are allowed to exit the American Legion lot, they will be able to go northbound only on Portland Avenue. Also, vehicles that are parked at the ice arena will be instructed they need to remain in place until 11:15 p.m. All residents living on 66th Street and Portland Avenue will be allowed entrance onto these streets.



STAFF REPORT NO. 78
CITY COUNCIL MEETING
6/11/2019

REPORT PREPARED BY: Matt Brillhart, Associate Planner

DEPARTMENT DIRECTOR REVIEW: John Stark, Community Development Director
6/5/2019

OTHER DEPARTMENT REVIEW: N/A

CITY MANAGER REVIEW: Katie Rodriguez, City Manager
6/5/2019

ITEM FOR COUNCIL CONSIDERATION:

Consider adoption of a resolution amending a Final Development Plan and adoption of a resolution granting a subdivision waiver for property at 6540 Penn Avenue.

EXECUTIVE SUMMARY:

Development plans for NOVO apartments at 66th Street and Queen Avenue were approved by the City Council on December 11, 2018. The development site ("NOVO site") includes a narrow strip of land along 66th Street that is currently part of the adjacent CVS property at 6540 Penn Avenue ("CVS property"). This "panhandle" portion of the CVS property must be subdivided and attached to the NOVO site before construction may commence. Bogart, Pederson & Associates (applicant) has submitted an application to amend land use approvals for the CVS property in order to complete that subdivision and land transaction. Site plans and photos attached to this report depict the "panhandle" in relation to the CVS property and NOVO sites.

Removal of the "panhandle" from the CVS property will reduce the lot area from the current 1.5 acres to 1.35 acres. This site modification will cause the impervious surface coverage *ratio* to increase from the current 81.3% to 90.4%, as the "panhandle" portion of the site being removed is nearly all pervious area. The maximum impervious coverage permitted in the Mixed Use Community (MU-C) zoning district is 80%. While the nonconformity of the CVS property will be increased, the NOVO site will have impervious coverage well below the maximum. When calculated cumulatively, the CVS property and NOVO site will have impervious coverage below the 80% maximum, making the increase in nonconformity of the CVS property tolerable.

No physical changes are proposed to the CVS building or any areas outside of the "panhandle". Finding that the proposal meets requirements, staff recommends approval of the amended Final Development Plan and of a subdivision waiver for the CVS property at 6540 Penn Avenue.

RECOMMENDED ACTION:

By motion:

1. Adopt a resolution granting an amended Final Development Plan for the Planned Unit Development at 6540 Penn Avenue.
2. Adopt a resolution granting a subdivision waiver for property at 6540 Penn Avenue.

BASIS OF RECOMMENDATION:

A. HISTORICAL CONTEXT

- Discussed in Executive Summary.

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

Planned Unit Development / Final Development Plan:

The following findings are necessary for approval of a Planned Unit Development (PUD application (542.09 Subd. 3):

1. *The proposed development conforms to the goals and objectives of the City's Comprehensive Plan and any applicable redevelopment plans.* The Comprehensive Plan guides this area for mixed use development, and the overall PUD remains consistent with that designation.
2. *The proposed development is designed in such a manner as to form a desirable and unified environment within its own boundaries.* This requirement is met.
3. *The development is in substantial conformance with the purpose and intent of the guiding district, and departures from the guiding district regulations are justified by the design of the development.* The development is in substantial compliance with the intent of the guiding Mixed Use District, with the exception of maximum impervious surface regulations. Impervious coverage of approximately 90% of the lot will exceed the maximum (80%) allowed. However, the adjacent property (NOVO apartments) that is acquiring a portion of the site for development will be below the maximum allowed impervious coverage, resulting in overall compliance across the two sites.
4. *The development will not create an excessive burden on parks, schools, streets or other public facilities and utilities that serve or area proposed to serve the development.* The City's Public Works Department has reviewed the proposal and does not anticipate any issues.
5. *The development will not have undue adverse impacts on neighboring properties.* No physical changes are proposed to the remainder of the subject property not being acquired.
6. *The terms and conditions proposed to maintain the integrity of the plan are sufficient to protect the public interest.* This requirement is met; appropriate stipulations have been incorporated into the final resolution.

Subdivision

Subsection 500.05, Subdivision 2. - In cases in which compliance with the City's platting requirements result in unnecessary hardship and when failure to comply with said requirements does not interfere with the purpose and intent of the regulations, the Council may adopt a resolution authorizing a waiver from the subdivision requirements.

C. CRITICAL TIMING ISSUES:

- 60-DAY RULE: The 60-day clock 'started' when a complete application was received on May 16, 2019. A decision is required by July 15, 2019 or the Council must notify the applicant that it is extending the deadline (up to a maximum of 60 additional days or 120 days total) for issuing a decision.
- The amended Final Development Plan and subdivision of the CVS property must be approved prior to consideration of a preliminary plat for the NOVO site. A public hearing for the preliminary plat is scheduled for the June 11, 2019 City Council meeting.

D. FINANCIAL IMPACT:

- None

E. LEGAL CONSIDERATION:

- A public hearing for the amended Final Development Plan was held before the Planning Commission on May 29, 2019. The Planning Commission unanimously recommended approval.
- Notice of the public hearing was published in the *Sun Current* newspaper and mailed to properties within 350 feet of the site.

ALTERNATIVE RECOMMENDATION(S):

- None

PRINCIPAL PARTIES EXPECTED AT MEETING:

Todd Olin, project manager

ATTACHMENTS:

Description	Type
<input type="checkbox"/> Resolution - Amend PUD	Resolution Letter
<input type="checkbox"/> Resolution - Subdivision	Resolution Letter
<input type="checkbox"/> CVS narrative	Backup Material
<input type="checkbox"/> CVS revised site plan	Backup Material

RESOLUTION NO. _____

**RESOLUTION APPROVING AN AMENDED FINAL DEVELOPMENT PLAN
FOR A PLANNED UNIT DEVELOPMENT
AT 6540 PENN AVENUE**

WHEREAS, an application has been filed with the City of Richfield which requests approval of an amended final development plan to allow modifications to a parcel of land located at 6540 Penn Avenue ("subject property"), legally described as:

LOT 1, BLOCK 1, RICHFIELD GARDENS 2ND ADDITION, HENNEPIN
COUNTY, MINNESOTA

WHEREAS, on January 11, 2011, the City Council approved a final development plan for a planned unit development to allow construction of a retail pharmacy building on the subject property; and

WHEREAS, on December 11, 2018, the City Council approved a final development plan for a planned unit development to allow construction of an apartment complex ("NOVO") on property directly adjacent to and including a small portion of the subject property; and

WHEREAS, the owner of subject property wishes to subdivide the subject property and convey said portion of the lot to the owner of the adjacent property to facilitate construction of said apartment complex; and

WHEREAS, the Planning Commission held a public hearing and recommended approval of the requested amendment to the final development plan at its May 29, 2019 meeting; and

WHEREAS, notice of the public hearing was mailed to properties within 350 feet of the subject property and published in the *Sun Current* on May 16, 2019; and

WHEREAS, the requested amendment to the final development plan meets those requirements necessary, as specified in Richfield's Zoning Code, Section 542.09, Subd. 3, and as detailed in City Council Staff Report No. _____; and

WHEREAS, the City has fully considered the request for approval of an amended final development plan and planned unit development; and

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

1. The City Council adopts as its Findings of Fact the **WHEREAS** clauses set forth above.

2. An amended final development plan and planned unit development are approved to allow modifications to a parcel of land located at 6540 Penn Avenue , as described in City Council Report No._____, on the Subject Property legally described above.
3. The amended planned unit development and final development are subject to the following conditions:
 - A recorded copy of the approved resolution must be submitted to the City prior to the issuance of building permits for the NOVO development.
 - The applicant is responsible for obtaining all required permits, and for compliance with all other City and State regulations.
 - Unless specifically modified by this resolution, all previous conditions of approval as stated in City Council Resolution No. 10472 remain in place.
5. The amended planned unit development and final development plan shall remain in effect for so long as conditions regulating it are observed, and shall expire if normal operation of the use has been discontinued for 12 or more months, as required by the Zoning Ordinance, Section 547.09, Subd. 10.

Adopted by the City Council of the City of Richfield, Minnesota this 11th day of June, 2019.

Maria Regan Gonzalez, Mayor

ATTEST:

Elizabeth VanHoose, City Clerk

RESOLUTION NO.

RESOLUTION AUTHORIZING A SUBDIVISION WAIVER FOR 6540 PENN AVENUE

WHEREAS, an application has been filed with the City of Richfield which requests approval of a subdivision waiver for the division of property commonly known as 6540 Penn Avenue, legally described as:

Lot 1, Block 1, RICHFIELD GARDENS 2ND ADDITION, Hennepin County, Minnesota

WHEREAS, the applicant proposes to divide the above-described property into two parcels, legally described as:

Tract A: Lot 1, Block 1, RICHFIELD GARDENS 2ND ADDITION, Hennepin County, Minnesota

LESS AND EXCEPT:

That part of Lot 1, Block 1, Richfield Gardens 2nd Addition, described as lying westerly of the following described line; Commencing at the Southwest Corner of said Lot 1, Block 1, thence South 89 degrees 45 minutes 12 seconds East, assumed bearing along the south line of said Lot 1, Block 1, a distance of 125.10 feet, to the Point of Beginning of the line to be described; thence North 00 degrees 14 minutes 25 seconds West, parallel with the west line of said Lot 1, Block 1, a distance of 70.00 feet more or less, to the angle point on the westerly line of said Lot 1, Block 1 and there terminating.

Tract B: That part of Lot 1, Block 1, Richfield Gardens 2nd Addition, described as lying westerly of the following described line; Commencing at the Southwest Corner of said Lot 1, Block 1, thence South 89 degrees 45 minutes 12 seconds East, assumed bearing along the south line of said Lot 1, Block 1, a distance of 125.10 feet, to the Point of Beginning of the line to be described; thence North 00 degrees 14 minutes 25 seconds West, parallel with the west line of said Lot 1, Block 1, a distance of 70.00 feet more or less, to the angle point on the westerly line of said Lot 1, Block 1 and there terminating.

WHEREAS, the City has fully considered the request for approval for the subdivision waiver; and

WHEREAS, the City Council finds that compliance with City Code Section 500.05, Subdivision 1 would result in unnecessary hardship and that failure to comply therewith will not interfere with the purposes of the platting regulations of Section 500.01.

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

1. A waiver for the subdivision of the Subject Property legally described above is hereby granted.
2. The separate parcel described as Tract B above must be incorporated into the plat of the NOVO development (future address: 2400 66th Street West).
3. City staff is authorized and directed to take any action necessary to effectuate this Resolution and to authorize the recording of conveyances complying with the terms of this Resolution.

Adopted by the City Council of the City of Richfield, Minnesota this 11th day of June, 2019.

Maria Regan Gonzalez, Mayor

ATTEST:

Elizabeth VanHoose, City Clerk



**Bogart, Pederson
& Associates, Inc.**

CIVIL ENGINEERING
LAND SURVEYING
ENVIRONMENTAL SERVICES

Traditional Values • Creative Solutions

May 16, 2019

Mr. Matt Brillhart, Associate Planner
City of Richfield Planning Department
6700 Portland Avenue
Richfield, MN 55423

**RE: Request for Review and Consideration for a Minor Amendment to the Approved
Planned Mixed-Use Development at 6540 Penn Ave. S. in the City of Richfield,
Hennepin County, Minnesota**

Dear Mr. Brillhart:

We are writing on behalf of the Blair Wolfson Family Trust (BWT) to request your review and consideration for a minor amendment to the approved Planned Mixed-Use development located at 6540 Penn Ave. S. (PID # 2902824140060) in the City of Richfield, Hennepin County, Minnesota.

BWT owns the subject property that is occupied by the CVS Pharmacy at the northwest corner of Penn Ave. S. and 66th Street W. We are also consulting with Broadway Investors, LLC. which are the developers for the proposed Novo Apartment project planned on the properties immediately west of the BWT/CVS property.

Representatives from BWT and BIL have been negotiating the sale/acquisition of a portion of the BWT/CVS property to BIL, which includes approximately 0.15 acres of property located at the southwest corner of the BWT/CVS property (refer to highlighted portion of property on the plan provided).

The BWT/CVS property is zoned PMU-Planned Mixed Use, which was reviewed and approved by the City Commission January 11, 2011. The sale/acquisition of property would alter the approved BWT/CVS PMU, which requires City Planning and City Commission review and approval.

This request includes splitting 0.15 acres of land from the BWT/CVS property and conveying it to BIL, which would reduce the overall property size of the BWT/CVS from 1.50 acres to 1.35 acres. In addition, the area calculations of the BWT/CVS property would be revised as follows:

<u>Area Calculations</u>	<u>Approved PMU</u>	<u>Amended PMU</u>
Total site area:	1.50 acres	1.35 acres
Impervious surface area:	0.92 acres (61.3%)	0.92 acres (68.2%)
Building surface area:	0.30 acres (20%)	0.30 acres (22.2%)
Pervious surface area:	0.28 acres (18.7%)	0.13 acres (9.6%)

The BWT/CVS property is somewhat irregularly shaped with the southwest portion of the property. While the property area and pervious surface decrease as a result of the split and conveyance, the shape will be adjusted closer to a rectangular property. The BIL property will become more rectangular in shape as well.

Section 537.07 of the City of Richfield Zoning Ordinance outlines the maximum pervious surface in the MU-C district as 80% of the gross parcel area. While the impervious surface is reduced for the BWT/CVS parcel, the pervious surface of the BIL property will be 31.5% with 14% of the property defined as usable open space.

In summary, the minor amendment, if approved, would reduce the pervious area of the BWT/CVS property, but would increase the pervious surface for the proposed Novo apartment project. Cumulatively, the two developments would include approximately 23.6% pervious surface, which is within the MU-R and MU-C requirements for open space and is also in line with the City of Richfield Comprehensive plan based on use, open-space and usable open space goals and objectives.

Please review the information enclosed and contact our office if there are any questions or concerns. All activities associated with the proposed split described within are predicated on the review and approval of the City of Richfield. We appreciate your consideration.

Sincerely,

Bogart, Pederson & Associates, Inc.



Todd J. Olin, Project Manager



Hennepin County Property Map

Date: 5/20/2019



PARCEL ID: 2902824140060

OWNER NAME: Bw Property Mgmt Llc Et Al

PARCEL ADDRESS: 6540 Penn Ave S, Richfield MN 55423

PARCEL AREA: 1.45 acres, 63,323 sq ft

A-T-B: Torrens

SALE PRICE:

SALE DATA:

SALE CODE:

ASSESSED 2018, PAYABLE 2019

PROPERTY TYPE: Commercial-Non Preferred

HOMESTEAD: Non-Homestead

MARKET VALUE: \$2,599,000

TAX TOTAL: \$99,174.40

ASSESSED 2019, PAYABLE 2020

PROPERTY TYPE: Commercial-preferred

HOMESTEAD: Non-homestead

MARKET VALUE: \$2,703,000

Comments:

This data (i) is furnished 'AS IS' with no representation as to completeness or accuracy; (ii) is furnished with no warranty of any kind; and (iii) is not suitable for legal, engineering or surveying purposes. Hennepin County shall not be liable for any damage, injury or loss resulting from this data.

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COUNTY 2019

Approximate area of property to be recorded



WARNING
ALL PAVEMENT MARKINGS SHOWN SHALL BE INSTALLED PER MMUTCD.

WARNING
ALL CONSTRUCTION & POST-CONSTRUCTION PARKING SHALL BE ON-SITE. NO ON-STREET PARKING/LOADING/ UNLOADING ALLOWED.

WARNING
ALL PUBLIC SIDEWALKS SHALL NOT BE OBSTRUCTED.

Site limit outlined in red
Portion of site included in site plan added to site

STREET LIGHTING AND INTERCONNECT CONDUIT MUST BE EXPOSED FOR CITY INSPECTION PRIOR TO POURING CONCRETE OR BACKFILLING EXCAVATIONS IN CITY RIGHT-OF-WAY.

INSTALL CROSSWALK PAVEMENT MARKINGS IN ACCORDANCE WITH MMUTCD.

ALL PUBLIC SIGNAL/ STREET LIGHTING WORK ALONG PUBLIC RIGHT-OF-WAY SHALL BE IN ACCORDANCE WITH BLOOMINGTON ENGINEERING'S STANDARD SPECIFICATIONS FOR STREET LIGHTING AND STANDARD SPECIFICATIONS FOR TRAFFIC CONTROL DEVICES, LATEST VERSIONS.

CONSTRUCT SIDEWALK RAMPS WITH METAL TRUNCATED DOME PANELS, PER RICHFIELD, ADA AND MNDOT REQUIREMENTS.

LIMITS OF PROPOSED PURCHASE AREA (APPROX. 6,377 S.F.~0.15 ACRES)

EXISTING 2.5' BLOCK RETAINING WALL AT THE EDGE OF PAVEMENT TO REMAIN
S89°45'12"E 125.10

NEW DRIVEWAY APRON PER CITY STANDARDS

MONUMENT SIGN

N89°45'12"W 421.35

BRUEGER'S BAGELS

NOTES

1. CONTRACTOR SHALL OBTAIN A PUBLIC WORKS PERMIT APPLICATION FOR OBSTRUCTIONS AND CONCRETE WORK WITHIN RIGHT-OF-WAY. PERMIT IS REQUIRED PRIOR TO REMOVALS OR INSTALLATION.

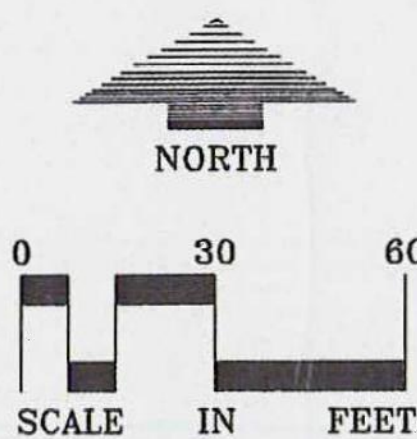
2. PUBLIC WORKS PERMIT APPLICATION FOR UNDERGROUND WORK WITHIN THE RIGHT-OF-WAY IS REQUIRED PRIOR TO REMOVAL OR INSTALLATION OF SANITARY, WATER OR STORM WORK WITHIN THE PUBLIC RIGHT-OF-WAY.



CALL BEFORE YOU DIG

Gopher State One Call

TWIN CITY AREA: 651-454-0002
TOLL FREE: 1-800-252-1166



WARNING

THE CONTRACTOR SHALL BE RESPONSIBLE FOR CALLING FOR LOCATIONS OF ALL EXISTING UTILITIES. THEY SHALL COOPERATE WITH ALL UTILITY COMPANIES IN MAINTAINING THEIR SERVICE AND / OR RELOCATION OF LINES.

THE CONTRACTOR SHALL CONTACT GOPHER STATE ONE CALL AT 651-454-0002 AT LEAST 48 HOURS IN ADVANCE FOR THE LOCATIONS OF ALL UNDERGROUND WIRES, CABLES, CONDUITS, PIPES, MANHOLES, VALVES OR OTHER BURIED STRUCTURES BEFORE DIGGING. THE CONTRACTOR SHALL REPAIR OR REPLACE THE ABOVE WHEN DAMAGED DURING CONSTRUCTION AT NO COST TO THE OWNER.

SITE DATA

ZONING

CURRENT ZONING: MU-C MIXED USE COMMERCIAL
OVERLAY DISTRICT: PUD

AREA CALCULATIONS	PREV. APPROVED	AMENDED PUD
TOTAL SITE AREA:	1.50 ACRES	1.35 ACRES
IMPERVIOUS SURFACE AREA:	0.92 ACRES (61.3%)	0.92 ACRES (68.2%)
BUILDING SURFACE AREA:	0.30 ACRES (20%)	0.30 ACRES (22.2%)
PERVIOUS SURFACE AREA:	0.28 ACRES (18.7%)	0.13 ACRES (9.6%)

SETBACKS
FRONT YARD: 0-FT MIN & 15-FT MAX
INTERIOR SIDE YARD: 5 FT

SURFACE PARKING
TOTAL PROPOSED: 58 STALLS

ACCESSIBLE PARKING
REQUIRED: 3 STALLS (3 VAN)
PROPOSED: 3 STALLS (3 VAN)

SITE PLAN NOTES

1. MINNESOTA STATE STATUTE REQUIRES NOTIFICATION PER "GOPHER STATE ONE CALL" PRIOR TO COMMENCING ANY GRADING, EXCAVATION OR UNDERGROUND WORK.

2. CONTRACTOR SHALL FIELD VERIFY LOCATIONS AND ELEVATIONS OF EXISTING UTILITIES AND TOPOGRAPHIC FEATURES PRIOR TO COMMENCEMENT OF CONSTRUCTION ACTIVITY. THE CONTRACTOR SHALL NOTIFY THE ENGINEER OF ANY DISCREPANCIES OR VARIATIONS FROM THE PLANS.

3. THE CONTRACTOR SHALL BE REQUIRED TO OBTAIN ALL PERMITS FROM THE CITY AS REQUIRED FOR ALL WORK WITH THE STREET AND PUBLIC RIGHT OF WAY.

4. OFF-SITE IMPROVEMENTS TO BE CONSTRUCTED PER CITY OF RICHFIELD REQUIREMENTS.

5. ALL DIMENSIONS ARE SHOWN TO THE FACE OF CURB UNLESS OTHERWISE NOTED.

6. PROVIDE A 3 FOOT TAPER AT ALL CURB TERMINI.

7. ALL PAVING, CONCRETE CURB, GUTTER AND SIDEWALK SHALL BE FURNISHED AND INSTALLED IN ACCORDANCE WITH THE DETAILS SHOWN PER SHEET C8-1 AND THE REQUIREMENTS OF THE CITY. SEE LANDSCAPE AND ARCHITECTURAL PLANS FOR ANY ADDITIONAL HARDSCAPE APPLICATIONS.

8. THE CITY DEPARTMENT OF ENGINEERING AND BUILDING INSPECTIONS DEPT. AND THE CONSTRUCTION ENGINEER SHALL BE NOTIFIED AT LEAST 48 HOURS PRIOR TO ANY WORK WITHIN THE STREET RIGHT OF WAY (SIDEWALK, STREET OR DRIVEWAYS)

9. SEE CONTRACT SPECIFICATIONS FOR ANY REMOVAL DETAILS.

10. ANY SIGN OR FIXTURES REMOVED WITHIN THE RIGHT OF WAY OR AS PART OF THE SITE WORK SHALL BE REPLACED BY THE CONTRACTOR IN ACCORDANCE WITH THE CITY REQUIREMENTS. THE CONTRACTOR SHALL PRESERVE AND MAINTAIN ANY EXISTING STREET LIGHTS AND TRAFFIC SIGNS PER THE REQUIREMENTS OF THE CITY.

11. CLEAR AND GRUB AND REMOVE ALL TREES, VEGETATION AND SITE DEBRIS PRIOR TO GRADING. ALL REMOVED MATERIAL SHALL BE HAULED FROM THE SITE DAILY. ALL CLEARING AND GRUBBING AND REMOVALS SHALL BE PERFORMED PER THE CONTRACT SPECIFICATIONS. EROSION CONTROL MEASURES SHALL BE IMMEDIATELY ESTABLISHED UPON REMOVAL. (SEE SHEET C3-1)

12. A SIGNIFICANT PORTION OF SITE IMPROVEMENTS NOT SHOWN ON THIS SHEET ARE DESCRIBED AND PROVIDED IN FURTHER DETAIL ON THE ARCHITECTURAL AND LANDSCAPE PLANS. THIS INCLUDES LANDSCAPING, LIGHTING AND OTHER FIXTURES.

13. B612 CONCRETE CURB AND GUTTER SHALL BE INSTALLED AT THE EDGE OF ALL COMMON DRIVES AND PARKING LOTS.

14. SEE SHEETS C3-1 AND C4-1 FOR GRADING AND UTILITIES.

15. ALL PARKING LOT PAVEMENT MARKINGS SHALL BE 4" WIDE WHITE PAINTED STRIPING.

16. DISABLED PARKING SIGNAGE & PAVEMENT MARKINGS SHALL BE IN ACCORDANCE WITH ADA & MMUTCD.

NOTE:

SITE AREA REVISION CALCULATED BY BOGART, PEDERSON & ASSOCIATES. (4-18-2019)

Project Name:

CVS
pharmacy
LEFT HAND ENTRANCE
NWC
PENN AVENUE S
AND
66TH STREET W
CVS CS # 45851
CVS STORE # 02152
CITY OF RICHFIELD
HENNEPIN COUNTY, MN

Developer Name:

VELMEIR
COMPANIES
Partners In Development

Professional Services:

LOUCKS
ASSOCIATES
Planning • Civil Engineering • Land Surveying
Landscape Architecture • Environmental
7200 Hennock Lane - Suite 300
Maple Grove, Minnesota 55369
Telephone: (763) 424-5505
www.LoucksAssociates.com

© 2004

Architect:

NORR

CADD Qualification:

CADD files prepared by the Consultant for this project are instruments of the Consultant's professional services for use only with respect to this project. These CADD files shall not be used on other projects. For additions to this project or for completion of this project by others without written approval by the Consultant. With the Consultant's approval, others may be permitted to obtain copies of the CADD drawings. Files for information are not reference only. All proposed or unapproved revisions, additions, or deletions to these CADD files shall be made at the full risk of the party making such revisions, additions or deletions and that party shall hold harmless and indemnify the Consultant from any & all responsibilities, claims and liabilities.

Submittal:

10/25/10	PUD Submittal
12/01/10	Revised PUD submittal

Professional Signature:

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Vicki I. Van Dell - PE
41352
License No. 10/11/10
Date

Quality Control:

WBS
Project Lead: WBS
Checked By: VJV
Drawn By: 10/22/10
Revised By:

Sheet Index:

C0-1	COVER SHEET
C1-1	EXISTING CONDITIONS PLAN
C2-1	SITE PLAN
C3-1	GRADING PLAN
C4-1	UTILITY PLAN
L1-1	LANDSCAPE PLAN

Sheet Title:

SITE PLAN

Project No.:

Loucks Project # 07420

Sheet No.:

C2-1



STAFF REPORT NO. 79
CITY COUNCIL MEETING
6/11/2019

REPORT PREPARED BY: Sadie Gannett, Assistant Planner

DEPARTMENT DIRECTOR REVIEW: John Stark, Community Development Director
6/5/2019

OTHER DEPARTMENT REVIEW: N/A

CITY MANAGER REVIEW: Katie Rodriguez, City Manager
6/5/2019

ITEM FOR COUNCIL CONSIDERATION:

Consider adoption of a resolution granting a conditional use permit to allow a restaurant at 7120 Chicago Avenue.

EXECUTIVE SUMMARY:

Reggae Foods (Applicant) is proposing to open a take-out only Jamaican restaurant in a multi-tenant building at 7120 Chicago Avenue (Property). Take-out only restaurants are a conditionally permitted use in the Neighborhood Business (C-1) District.

The Applicant is proposing to occupy 635 square feet of the Property. This space was previously occupied by Roy's Barber Shop. The remaining square footage is occupied by Galaxy Foods, a small local grocery store. The proposed use meets all of the required conditions for the C-1 district, which include occupying less than 2,000 square feet, not having a drive-up window and not serving alcohol. The Property also meets parking requirements and the Applicant intends to install odor control due to the building's proximity to residential. The Applicant is required to stripe the parking lot in accordance with the site plan, add parking lot screening in the boulevard, and install gates on the trash enclosure. No variances are required. A full discussion of conditional use permit (CUP) requirements can be found in an attachment to this report.

Finding that the proposal meets requirements, staff recommends approval of the conditional use permit.

RECOMMENDED ACTION:

By motion: Adopt a resolution approving a conditional use permit to allow a restaurant at 7120 Chicago Avenue.

BASIS OF RECOMMENDATION:

A. HISTORICAL CONTEXT

- See Executive Summary.

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

- Take-out only (Class IV) restaurants are a conditionally permitted use in the Neighborhood Business (C-1) District. A full discussion of general CUP requirements and required findings can be found as an attachment to this report.

C. CRITICAL TIMING ISSUES:

- 60-DAY RULE: The 60-day clock 'started' when a complete application was received on May 13, 2019. A decision is required by July 12, 2019 or the Council must notify the Applicant that it is extending the deadline (up to a maximum of 60 additional days or 120 days total) for issuing a decision.

D. FINANCIAL IMPACT:

- None

E. LEGAL CONSIDERATION:

- A public hearing was held before the Planning Commission on May 29, 2019.
- Notice of the public hearing was published in the *Sun Current* newspaper and mailed to properties within 350 feet of the site.
- The Planning Commission voted 6-0 to recommended approval of this proposal.

ALTERNATIVE RECOMMENDATION(S):

- Approve the proposal with modifications.
- Deny the conditional use permit with a finding that requirements are not met.

PRINCIPAL PARTIES EXPECTED AT MEETING:

Veronica Bradbury, applicant

ATTACHMENTS:

Description	Type
☐ Resolution	Resolution Letter
☐ Required Findings	Backup Material
☐ Site Plan	Backup Material
☐ Site Photos	Backup Material
☐ Zoning Map	Backup Material

RESOLUTION NO.

RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR A TAKE-OUT ONLY RESTAURANT AT 7120 CHICAGO AVENUE

WHEREAS, an application has been filed with the City of Richfield which requests approval of a conditional use permit to allow a Class IV (take-out only) restaurant at property commonly known as 7120 Chicago Avenue and legally described as:

The South 190 feet of the North 402.52 feet of the East 1/8 of the South half of the Northwest Quarter of Section 35, Township 28, Range 24, Hennepin County, Minnesota.

WHEREAS, the Planning Commission of the City of Richfield held a public hearing for the requested conditional use permit at its May 29, 2019 meeting; and

WHEREAS, the Planning Commission recommended approval of the conditional use permit for a restaurant; and

WHEREAS, notice of the public hearing was published in the Sun Current on May 16, 2019 and mailed to properties within 350 feet of the subject property on May 14, 2019; and

WHEREAS, the requested conditional use permit meets the requirements necessary for issuing a conditional use permit as specified in Richfield's Zoning Code, Subsection 547.09; and

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

1. The City Council adopts as its Findings of Fact the **WHEREAS** clauses set forth above.
2. A conditional use permit is issued to allow a Class IV (take-out only) restaurant on the Subject Property legally described above.
3. This conditional use permit is subject to the following conditions in addition to those specified in Section 547.09 of the City's Zoning Ordinance:
 - A recorded copy of the approved resolution must be submitted to the City prior to the issuance of a building permit.
 - The applicant shall submit a final landscaping plan to be approved by the Community Development Department, including further detail of the proposed landscaping areas along the east property line. Required plantings must be in accordance with Zoning Code Section 544.03.
 - The trash enclosure must have gates added to screen the trash containers, preferably made of wood privacy fence.
 - The parking lot must be striped in accordance with the approved site plan.

- Two bicycle parking spaces must be provided in accordance with Zoning Code Section 544.17.
 - Odor control systems are required to mitigate cooking odors in accordance with City Code Subsection 544.27.
 - All rooftop or ground mechanical equipment must be screened, per Zoning Code Section 544.05.
 - The applicant is responsible for obtaining all required permits, compliance with all requirements detailed in the City's Administrative Review Committee Report dated May 9, 2019, and compliance with all other City and State regulations.
 - Prior to the issuance of an occupancy permit, the applicant must submit a surety equal to 125% of the value of any improvements and/or requirements not yet complete. This surety shall be provided in the manner specified by the Zoning Code.
4. The conditional use permit shall expire one year after issuance unless 1) the use for which the permit was granted has commenced; or 2) Building permits have been issued and substantial work performed; or 3) Upon written request of the applicant, the Council extends the expiration date for an additional period not to exceed one year. Expiration is governed by the City Zoning Ordinance, Section 547.09, Subdivision 9.
5. This conditional use permit shall remain in effect for so long as conditions regulating it are observed, and the conditional use permit shall expire if normal operation of the use has been discontinued for 12 or more months, as required by the City's Zoning Ordinance, Section 547.09, Subd. 10.

Adopted by the City Council of the City of Richfield, Minnesota this 11th day of June 2019.

Maria Regan Gonzalez, Mayor

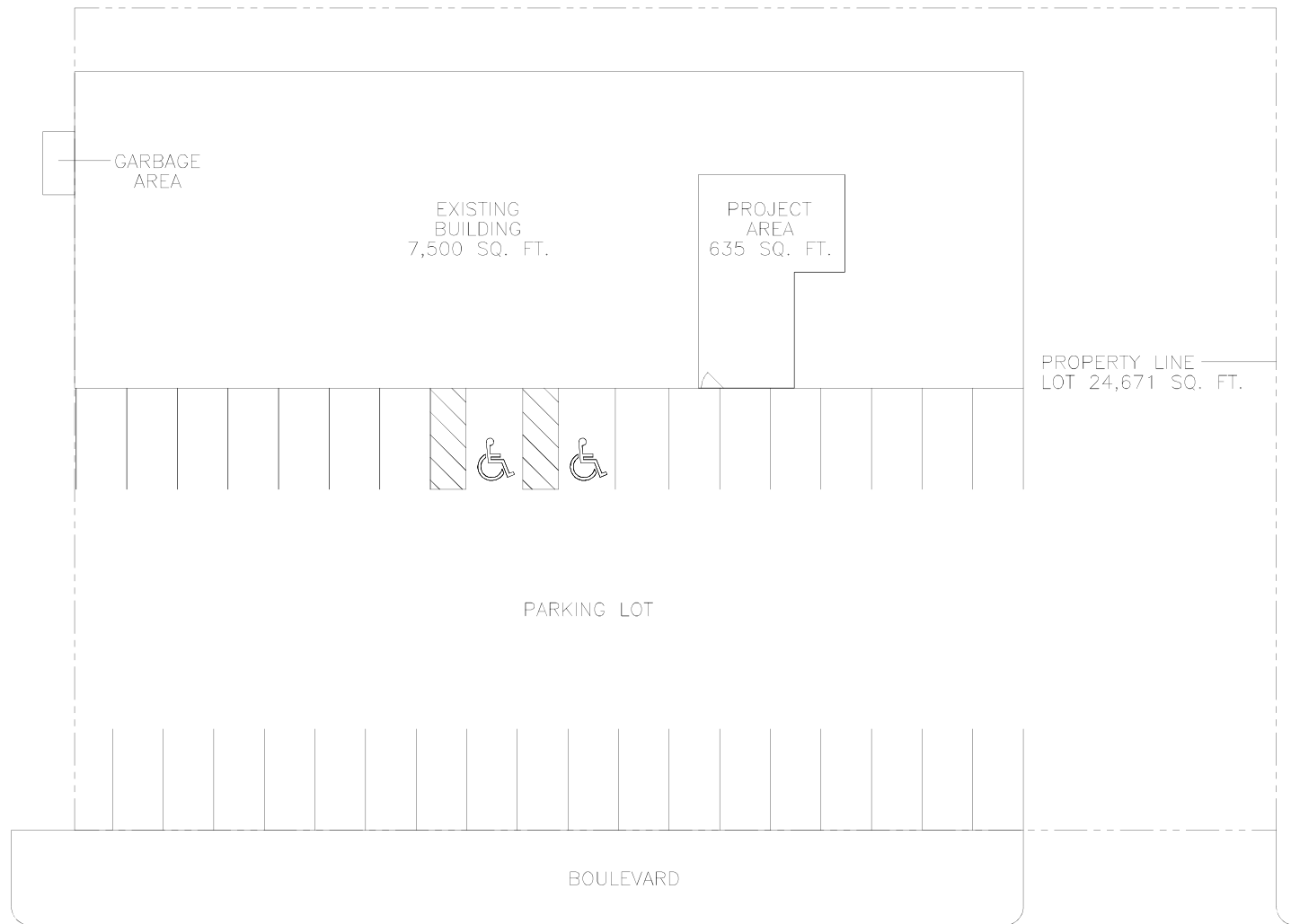
ATTEST:

Elizabeth VanHoose, City Clerk

Code Requirements / Required Findings

Part 1 – Conditional Use Permit: The findings necessary to issue a Conditional Use Permit (CUP) are as follows (547.09, Subd. 6):

1. *The proposed use is consistent with the goals, policies, and objectives of the City's Comprehensive Plan.* The proposed use of the property is consistent with the guiding "Neighborhood/Community Commercial" designation. The Comprehensive Plan identifies a number of goals and policies related to economic development and support for business and employment growth. The proposal is consistent with these goals and policies.
2. *The proposed use is consistent with the purposes of the Zoning Code and the purposes of the zoning district in which the applicant intends to locate the proposed use.* The purpose of the Zoning Code is to protect and promote the public health, safety, comfort, aesthetics, economic viability, and general welfare of the City. The purpose of the Community Commercial (C-1) District is to allow low-intensity small retail and service businesses that are convenient and compatible with nearby residential properties. The proposal is consistent with these purposes.
3. *The proposed use is consistent with any officially adopted redevelopment plans or urban design guidelines.* There are no specific redevelopment plans that apply to the property.
4. *The proposed use is or will be in compliance with the performance standards specified in Section 544 of this code.* The proposed use will either maintain the status quo or improve compliance with performance standards requirements. The parking lot is required to be restriped in accordance with the approved site plan.
5. *The proposed use will not have undue adverse impacts on governmental facilities, utilities, services, or existing or proposed improvements.* The City's Public Works and Engineering Departments have reviewed the proposal and do not anticipate any issues.
6. *The use will not have undue adverse impacts on the public health, safety, or welfare.* Adequate provisions have been made to protect the public health, safety and welfare.
7. *There is a public need for such use at the proposed location.* Investment and improvement in vacant sites is necessary to maintain a thriving community.
8. *The proposed use meets or will meet all the specific conditions set by this code for the granting of such conditional use permit.* This requirement is met.



CHICAGO AVENUE S.

General Notes

NOTE:

ALL KITCHEN EQUIPMENT TO BE NSF APPROVED OR EQUAL. THIS DRAWING IS INTENDED TO SHOW FLOOR PLAN LAYOUT ONLY. IT IS NOT INTENDED TO BE A CONSTRUCTION DOCUMENT. ALL SUB-CONTRACTORS MUST TAKE OWN FIELD MEASUREMENTS PRIOR TO ANY INSTALLATION WORK. THE LAYOUT IS BASED ON INFO SUPPLIED BY THE END USER ON THE RESTAURANT MENU, PLUMBING, ELECTRICAL, AND VENTILATION WORK MUST BE PERFORMED BY LICENSED PERSONS OR CONTRACTORS. ALL KITCHEN EQUIPMENT AND CABINETS MUST BE INSTALLED WITH MINIMUM 4" LEGS OR CASTERS. THE DRAFTSPERSON ASSUMES NO LIABILITIES.

FINISH SCHEDULE:

UNLESS SPECIFIED ON THE PLAN SPECIFICALLY ALL FLOORS ARE TO BE QUARRY TILE WITH PREVIOUSLY INSTALLED COVE BASE. FLOOR MUST PITCH TO FLOOR DRAIN. GROUT MUST COME UP TO SURFACE OF THE TOP OF THE QUARRY TILES. WALLS ARE TO BE 100% USDA GRADE FRP. INSTALLED WITH PROPER GLUE. NO FASTENERS. WALLS UNDER HOODS TO BE STAINLESS STEEL PLAT ON NONCOMBUSTIBLE WALLS. AND 7" HIGH TOP MINERAL WOOL (120 DEGREE) WITH 1" AIR SPACE. STAINLESS STEEL PANELS ON ALL COMBUSTIBLE WALLS. CEILING ARE TO BE SMOOTH CLEANABLE SURFACES. WALLS TO BE ALL STAINLESS STEEL IN SPASH ZONE AREAS AND CERAMIC TILE TO 8'-0" A.F.F. IN ALL OTHER AREAS.

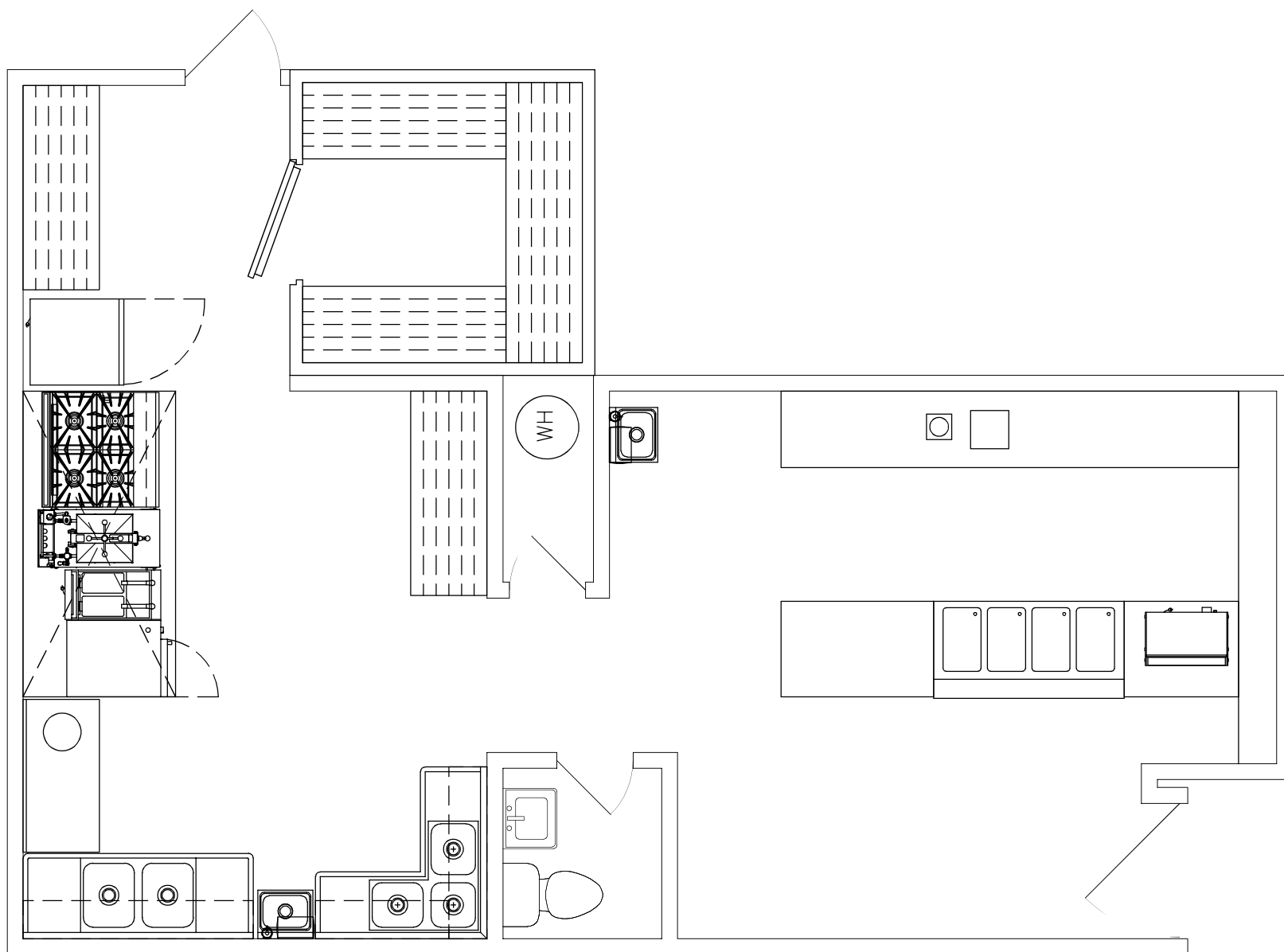


No.	Revision/Issue	Date

Project Name and Address

Galaxy Foods
7128 Chicago Avenue
Richfield, MN 55423

Drawn By: AL	Checked By: JB	Sheet: S1
Date: 5/14/2019		
Scale: 1:100		







7120 Chicago Ave S - VAR 5/2019

Surrounding Zoning & Comp Plan



Zoning:

R - Single Family Residential
 MR-1 - Two-Family Residential
 MR-3 - High-Density Multi-Family
 C-1 - Community Commercial

Comp Plan

LDR - Low Density Residential
 HDR - High-Density Residential
 NC - Neighborhood Commercial
 QUASPBLC - Public/Quasi-Public

0 0.01 0.02 0.04 0.06 0.08 Miles

N





STAFF REPORT NO. 80
CITY COUNCIL MEETING
6/11/2019

REPORT PREPARED BY: Sadie Gannett, Assistant Planner

DEPARTMENT DIRECTOR REVIEW: John Stark, Community Development Director
6/5/2019

OTHER DEPARTMENT REVIEW: N/A

CITY MANAGER REVIEW: Katie Rodriguez, City Manager
6/5/2019

ITEM FOR COUNCIL CONSIDERATION:

Consider adoption of a resolution granting a Conditional Use Permit to allow a school at 7132 Portland Avenue.

EXECUTIVE SUMMARY:

Hope Presbyterian Church (Applicant) is requesting approval of a Conditional Use Permit (CUP) in order to allow a public school to operate within a portion of their building at 7132 Portland Avenue. This site is located in the Single-Family Residential (R) District and public schools are a conditionally permitted use in this district.

The Applicant is proposing to house Richfield School District's Richfield College Experience Program (RCEP) in a portion of their school building. RCEP is a partnership between Richfield School District and Normandale Community College that supports students ages 16 to 21 with the desire and motivation to graduate from high school and achieve success in college. The Applicant is working on a long term lease with the Richfield School District to accommodate RCEP.

The Applicant has been granted CUPs for similar uses, dating back to 1972, with certain amendments to accommodate more children. Currently this facility has CUPs for programs such as a Montessori School, an adult daycare, a preschool and after-school programs. The RCEP proposes to occupy approximately 10,000 square feet of the building indicated on the site plan. Currently there are 70 students enrolled in RCEP with 8 staff members and enrollment is permitted to expand up to 100 students. Due to the age of the students, parking need was calculated based on the requirements for a trade school. Available parking exceeds what is required. Hours of operation will be from 7:00 a.m. to 3:30 p.m. A full discussion of conditional use permit requirements can be found in an attachment to this report.

Finding that the proposal meets requirements, staff recommends approval of the Conditional Use Permit.

RECOMMENDED ACTION:

By motion: Adopt a resolution for a Conditional Use Permit to allow a public school at 7132 Portland Avenue.

BASIS OF RECOMMENDATION:

A. HISTORICAL CONTEXT

- See Executive Summary

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

- Public Schools are a conditionally permitted use in the Single-Family Residential (R) District. A full discussion of general CUP requirements and required findings can be found as an attachment to this report.

C. CRITICAL TIMING ISSUES:

- 60-DAY RULE: The 60-day clock 'started' when a complete application was received on May 2, 2019. A decision is required by July 1, 2019 or the Council must notify the Applicant that it is extending the deadline (up to a maximum of 60 additional days or 120 days total) for issuing a decision.

D. FINANCIAL IMPACT:

- None

E. LEGAL CONSIDERATION:

- A public hearing was held before the Planning Commission on May 29, 2019.
- Notice of the public hearing was published in the Sun Current newspaper and mailed to properties within 350 feet of the site.
- The Planning Commission voted 5-1 to recommended approval of this proposal. (Hoberg dissented)

ALTERNATIVE RECOMMENDATION(S):

- Approve the proposal with modifications
- Deny the Conditional Use Permit with a finding that requirements are not met.

PRINCIPAL PARTIES EXPECTED AT MEETING:

Keith Koenig for Hope Church, applicant

ATTACHMENTS:

Description	Type
□ Resolution	Resolution Letter
□ Required Findings	Backup Material
□ Site Plan	Backup Material
□ Site Photos	Backup Material
□ Zoning Map	Backup Material

RESOLUTION NO.

RESOLUTION AUTHORIZING A CONDITIONAL USE PERMIT TO ALLOW A PUBLIC HIGH SCHOOL AT 7132 PORTLAND AVENUE

WHEREAS, an application has been filed with the City of Richfield which requests a conditional use permit for a public high school serving up to 100 persons on land generally located at 7132 Portland Avenue, legally described as:

LOT 1, BLOCK 1, HOPE PRESBYTERIAN CHURCH ADDITION.

WHEREAS, the Planning Commission of the City of Richfield held a public hearing for the requested conditional use permit at its May 29, 2019 meeting; and

WHEREAS, the Planning Commission recommended approval of the conditional use permit for a public high school; and

WHEREAS, notice of the public hearing was published in the Sun Current on May 16, 2019 and mailed to properties within 350 feet of the subject property on May 14, 2019; and

WHEREAS, the requested conditional use permit meets the requirements necessary for issuing a conditional use permit as specified in Richfield's Zoning Code, Subsection 547.09; and

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

1. The City Council adopts as its Findings of Fact the **WHEREAS** clauses set forth above.
2. A conditional use permit is issued to allow a public high school on the Subject Property legally described above.
3. This conditional use permit is subject to the following conditions in addition to those specified in Section 547.09 of the City's Zoning Ordinance:
 - A recorded copy of the approved resolution must be submitted to the City prior to the issuance of a building permit.
 - Bicycle parking shall be provided at the primary student entrance.
 - The applicant is responsible for obtaining all required permits, compliance with all requirements detailed in the City's Administrative Review Committee Report dated May 7, 2019, and compliance with all other City and State regulations.
 - Prior to the issuance of an occupancy permit, the applicant must submit a surety equal to 125% of the value of any improvements and/or requirements not yet complete. This surety shall be provided in the manner specified by the Zoning Code.
4. The conditional use permit shall expire one year after issuance unless 1) the use for which the permit was granted has commenced; or 2) Building permits have been issued and substantial work performed; or 3) Upon written request of the applicant,

the Council extends the expiration date for an additional period not to exceed one year. Expiration is governed by the City Zoning Ordinance, Section 547.09, Subdivision 9.

5. This conditional use permit shall remain in effect for so long as conditions regulating it are observed, and the conditional use permit shall expire if normal operation of the use has been discontinued for 12 or more months, as required by the City's Zoning Ordinance, Section 547.09, Subd. 10.

Adopted by the City Council of the City of Richfield, Minnesota this 11th day of June 2019.

Maria Regan Gonzalez, Mayor

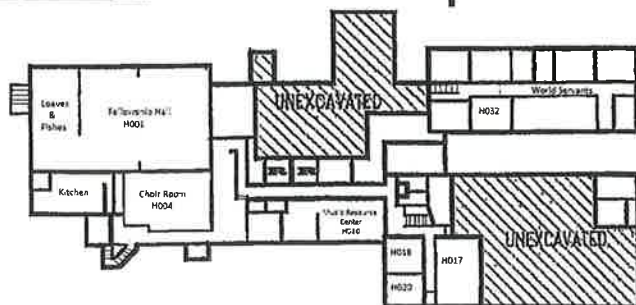
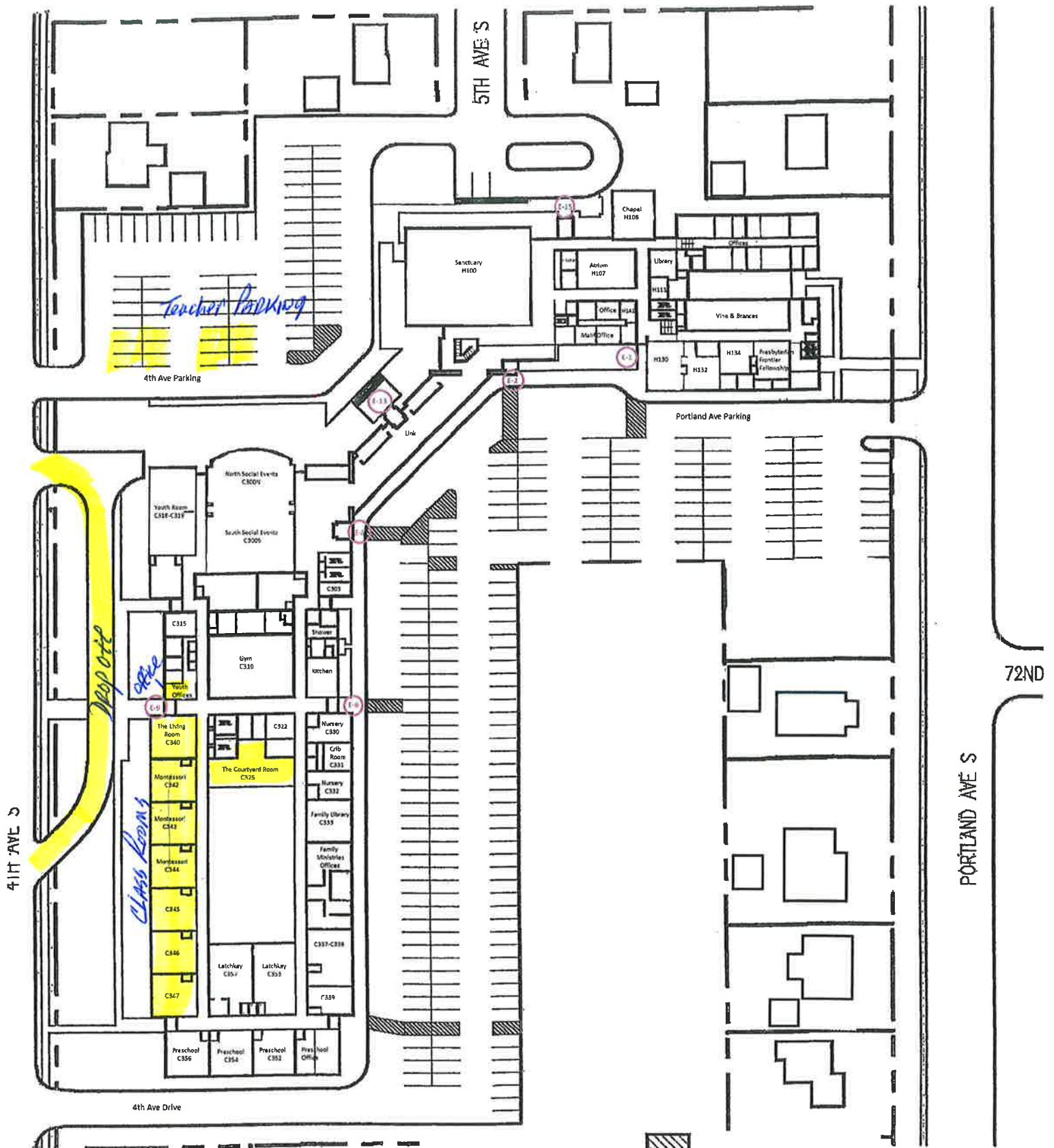
ATTEST:

Elizabeth VanHoose, City Clerk

Code Requirements / Required Findings

Part 1 – Conditional Use Permit: The findings necessary to issue a Conditional Use Permit (CUP) are as follows (547.09, Subd. 6):

1. *The proposed use is consistent with the goals, policies, and objectives of the City's Comprehensive Plan.* This requirement is met. The property is designated as "Quasi-Public", which is consistent with a public school/church facility.
2. *The proposed use is consistent with the purposes of the Zoning Code and the purposes of the zoning district in which the applicant intends to locate the proposed use.* This requirement is met. The purpose of the Zoning Code is to protect and promote the public health, safety, comfort, aesthetics, economic viability, and general welfare of the City. The property is in the Single-Family Residential (R) District and the proposed use of a public school/church is consistent with this district.
3. *The proposed use is consistent with any officially adopted redevelopment plans or urban design guidelines.* There are no specific redevelopment plans that apply to the property.
4. *The proposed use is or will be in compliance with the performance standards specified in Section 544 of this code.* This requirement is met. No physical changes to the exterior of the property are proposed. The parking area designated for this proposal exceeds the parking requirements for a trade school.
5. *The proposed use will not have undue adverse impacts on governmental facilities, utilities, services, or existing or proposed improvements.* The City's Public Works and Engineering Departments have reviewed the proposal and do not anticipate any issues.
6. *The use will not have undue adverse impacts on the public health, safety, or welfare.* This requirement is met.
7. *There is a public need for such use at the proposed location.* This requirement is met.
8. *The proposed use meets or will meet all the specific conditions set by this code for the granting of such conditional use permit.* This requirement is met.



4th Ave Drop off
 4th Ave North Parking lot
 Teacher parking & future
 student permit parking
 East Side School/class rooms
 C340 - C347
 Courtyard Rm: BBQ lunch area

7120 Portland Ave - Entrance on 4th Avenue



Looking North towards Parking Lot



Parking Lot on 4th Avenue

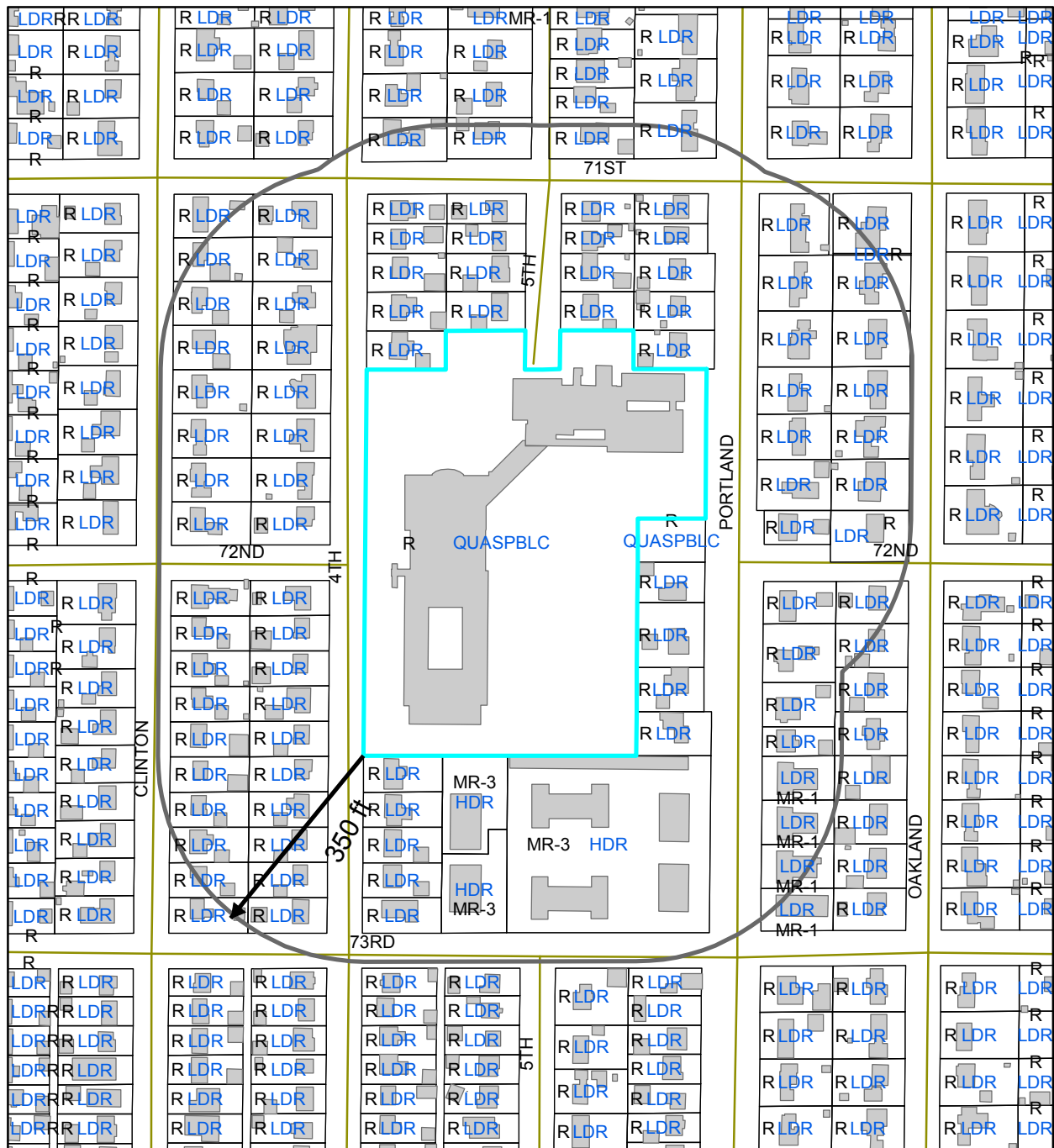


Aerial Image of Site



7132 Portland Ave S - VAR 5/2019

Surrounding Zoning & Comp Plan



Zoning:
 R - Single Family Residential
 MR-1 - Two-Family Residential
 MR-3 - High-Density Multi-Family

Comp Plan
 LDR - Low Density Residential
 HDR - High-Density Residential
 QUASPBLC - Public/Quasi-Public

0 0.01 0.03 0.06 0.09 0.12 Miles

N





STAFF REPORT NO. 81
CITY COUNCIL MEETING
6/11/2019

REPORT PREPARED BY: Matt Brillhart, Associate Planner

DEPARTMENT DIRECTOR REVIEW: John Stark, Community Development Director
6/5/2019

OTHER DEPARTMENT REVIEW: N/A

CITY MANAGER REVIEW: Katie Rodriguez, City Manager
6/5/2019

ITEM FOR COUNCIL CONSIDERATION:

Public hearing and consider adoption of resolutions removing utility easements within the NOVO development site at approximately 66th Street West and Queen Avenue and approving a preliminary plat of the NOVO Addition that will combine eight (8) parcels and vacated right-of-way into a single lot, in order to allow construction of a previously approved housing development.

EXECUTIVE SUMMARY:

Development plans for the NOVO apartments at 66th Street and Queen Avenue were approved by the City Council on December 11, 2018. The development site consists of eight (8) parcels of land and adjacent right-of-way. Approval of a preliminary plat to combine those properties into a single lot is required prior to the issuance of building permits; a final plat is required prior to the issuance of a certificate of occupancy.

The proposed plat of NOVO has been reviewed by the City Attorney's office, Richfield Public Works, and Hennepin County. Prior to consideration of a final plat application, the applicant will be required to satisfactorily address all comments. No major issues are anticipated.

Additionally, there are various utility easements throughout the site. These easement areas currently contain both underground and overhead facilities that will be relocated at the developer's expense and/or placed within new easement areas that will be dedicated in the final plat of NOVO. Upon the recording of the final plat, there will no longer be a need for the existing easements.

RECOMMENDED ACTION:

Conduct and close a public hearing and by motion:

- 1. Adopt a resolution vacating utility easements within the NOVO development site at 66th Street West and Queen Avenue.**
- 2. Adopt a resolution for a preliminary plat of the NOVO Addition.**

BASIS OF RECOMMENDATION:

A. HISTORICAL CONTEXT

- The development area consists of seven (7) residential parcels, a remnant parcel subdivided from the adjacent CVS property at 6540 Penn Avenue, and Queen Avenue right-of-way between 65th 1/2 and 66th Streets, as well as a small portion of the Russell Avenue cul-de-sac right-of-way.

- Final Development Plans for the project were approved by the City Council on December 11, 2018. These approvals require the applicant to re-plat the properties.
- More information on the NOVO project is available at www.richfieldmn.gov/redevelopment

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

- The City may vacate an easement by resolution when it appears in the public interest to do so, in accordance with MN Statutes 412.851. City staff sees no reason to maintain the existing easements. Both underground and overhead utilities are currently located within the easement area.
- The public utility companies do not object to the removal of these easements provided that the developer pays for the relocation of facilities and dedicates appropriate easements in the plat.
- All plats or subdivisions of land must be approved by City Council resolution, pursuant to the provisions of Minnesota State Statutes 462.357.

C. CRITICAL TIMING ISSUES:

- Per State Statute, the City has 120 days from the date of submittal of a complete application to issue a decision regarding a plat unless the applicant agrees to an extension.
- A complete application was received on April 25, 2019. The Council must render a decision by August 23, 2019.

D. FINANCIAL IMPACT:

- None

E. LEGAL CONSIDERATION:

- Notice of this public hearing was published in the *Sun Current* newspaper and mailed to properties within 350 feet of the subject property. No comments have been received.

ALTERNATIVE RECOMMENDATION(S):

- None

PRINCIPAL PARTIES EXPECTED AT MEETING:

Representative(s) of Bogart, Pederson & Associates

ATTACHMENTS:

Description	Type
<input type="checkbox"/> Resolution - vacate utility easement	Resolution Letter
<input type="checkbox"/> Resolution - preliminary plat	Resolution Letter
<input type="checkbox"/> Context map	Exhibit
<input type="checkbox"/> Utility Easement exhibit	Exhibit
<input type="checkbox"/> Plat exhibits	Exhibit

RESOLUTION NO.

RESOLUTION AUTHORIZING THE VACATION OF A DRAINAGE AND UTILITY EASEMENT

WHEREAS, the following described lands are subject to utility easements in favor of the City of Richfield:

Blocks 2 and 3, Harry Tickner's Subdivision of Lot 15, Richfield Gardens, according to the plat thereof, Hennepin County Minnesota.

TOGETHER WITH

That part of Lot 1, Block 1, Richfield Gardens 2nd Addition, according to the recorded plat thereof, Hennepin County, Minnesota, described as lying westerly of the following described line; Commencing at the Southwest Corner of said Lot 1, Block 1, thence South 89 degrees 45 minutes 12 seconds East, assumed bearing along the south line of said Lot 1, Block 1, a distance of 125.10 feet, to the Point of Beginning of the line to be described; thence North 00 degrees 14 minutes 25 seconds West, parallel with the west line of said Lot 1, Block 1, a distance of 70.00 feet more or less, to the angle point on the westerly line of said Lot 1, Block 1 and there terminating.

WHEREAS, the property is subject to easements for utility purposes per the recorded plat of Harry Tickner's Subdivision of Lot 15, Richfield Gardens; and

WHEREAS, there are existing utility lines within the easement areas. However, the Property is part of a proposed plat, and all necessary easements for utility lines will be dedicated in the plat. There is no need to reserve easement as part of this proceeding.

WHEREAS, the City Council finds that the easements reserved in the recorded plat of Harry Tickner's Subdivision of Lot 15, Richfield Gardens are no longer needed, upon the recording of the plat of NOVO;

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

1. The easement for utility purposes, which was reserved over the above-described property in the recorded plat of Harry Tickner's Subdivision of Lot 15, Richfield Gardens, is vacated, effective upon the recording of the plat of NOVO. If said plat is not recorded within two years of the date of this resolution, this resolution shall be null and of no effect.
2. This resolution does not affect the utility easement reserved in the recorded plat of Harry Tickner's Subdivision of Lot 15, Richfield Gardens as to lands other than the property described above.
3. The City Clerk is directed to prepare a certificate of completion of vacation proceedings and to record the vacation in the office of the Hennepin County Recorder.

Adopted by the City Council of the City of Richfield, Minnesota this 11th day of June, 2019.

Maria Regan Gonzalez, Mayor

ATTEST:

Elizabeth VanHoose, City Clerk

RESOLUTION NO.

**RESOLUTION GRANTING PRELIMINARY APPROVAL
OF A PLAT FOR
NOVO ADDITION**

WHEREAS, Broadway Investors LLC (“Applicant”) has requested preliminary approval of a plat that combines several parcels of land and vacated right-of-way generally located between 66th and 65th 1/2 Streets and Queen and Russell Avenues, on land that is legally described in the attached Exhibit A; and

WHEREAS, Applicant has secured purchase agreement and/or consent of the fee owners of the land to make this application; and

WHEREAS, the proposed subdivision is to be known as NOVO; and

WHEREAS, a public hearing was held on the proposed preliminary plat of NOVO on Tuesday, June 11, 2019 at which all interested persons were given the opportunity to be heard; and

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

1. The proposed preliminary plat of NOVO satisfies the requirements of the City’s subdivision ordinances.
2. Approval of the preliminary plat of NOVO is granted with the following conditions:
 - a. The applicant must address to the City Attorney’s satisfaction all items listed in the plat opinion letter to be prepared by the City Attorney’s office.
 - b. The applicant must address any/all comments by the City Engineering Department and Hennepin County.
 - c. Compliance with any other applicable requirements of the Richfield City Code.
 - d. The Applicant must obtain approval of a final plat prior to the issuance of a certificate of occupancy for any units within the platted area.

Adopted by the City Council of the City of Richfield, Minnesota this 11th day of June, 2019.

Maria Regan Gonzalez, Mayor

ATTEST:

Elizabeth VanHoose, City Clerk

EXHIBIT A

LEGAL DESCRIPTIONS

Blocks 2 and 3, Harry Tickner's Subdivision of Lot 15, Richfield Gardens, according to the plat thereof, Hennepin County Minnesota.

TOGETHER WITH

That part of Lot 1, Block 1, Richfield Gardens 2nd Addition, according to the recorded plat thereof, Hennepin County, Minnesota, described as lying westerly of the following described line; Commencing at the Southwest Corner of said Lot 1, Block 1, thence South 89 degrees 45 minutes 12 seconds East, assumed bearing along the south line of said Lot 1, Block 1, a distance of 125.10 feet, to the Point of Beginning of the line to be described; thence North 00 degrees 14 minutes 25 seconds West, parallel with the west line of said Lot 1, Block 1, a distance of 70.00 feet more or less, to the angle point on the westerly line of said Lot 1, Block 1 and there terminating.

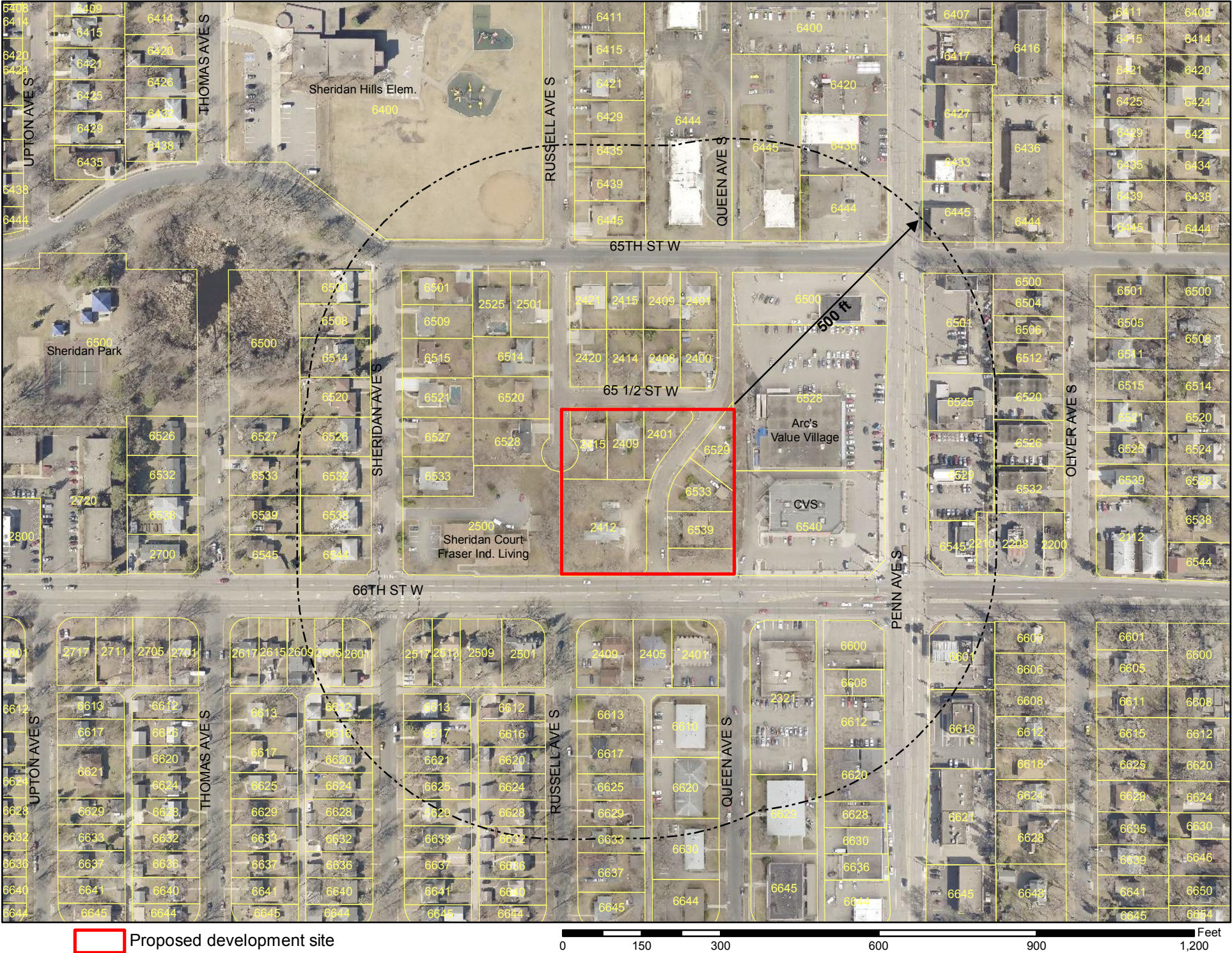
TOGETHER WITH

The part of vacated Queen Avenue South and 65th 1/2 Street, Harry Tickner's Subdivision of Lot 15, Richfield Gardens, according to the recorded plat thereof, Hennepin County, Minnesota, lying Southwesterly and Southerly of the following described line: Beginning at the Northwest Corner of Lot 1, Block 2, Harry Tickner's Subdivision of Lot 15, Richfield Gardens, thence Easterly along the North line of said Lot 1, Block 2, and its Easterly extension to the Northwesterly line of Lot 1, Block 3, Harry Tickner's Subdivision of Lot 15, Richfield Gardens, and said line there terminating.

TOGETHER WITH

The part of vacated Russell Avenue South, Harry Tickner's Subdivision of Lot 15, Richfield Gardens, according to the recorded plat thereof, Hennepin County, Minnesota, lying East of the following described line: Beginning at the Northwest Corner Lot 3, Block 2, Harry Tickner's Subdivision of Lot 15, Richfield Gardens, thence Southerly along the West line thereof, a distance of 56.71 feet more or less, to the point of curve on said West line of said Lot 3, Block 1; thence continue Southerly along the southerly extension of the last described straight line to the intersection with the curve on the Westerly line of said Lot 3, Block 2 and said line there terminating.

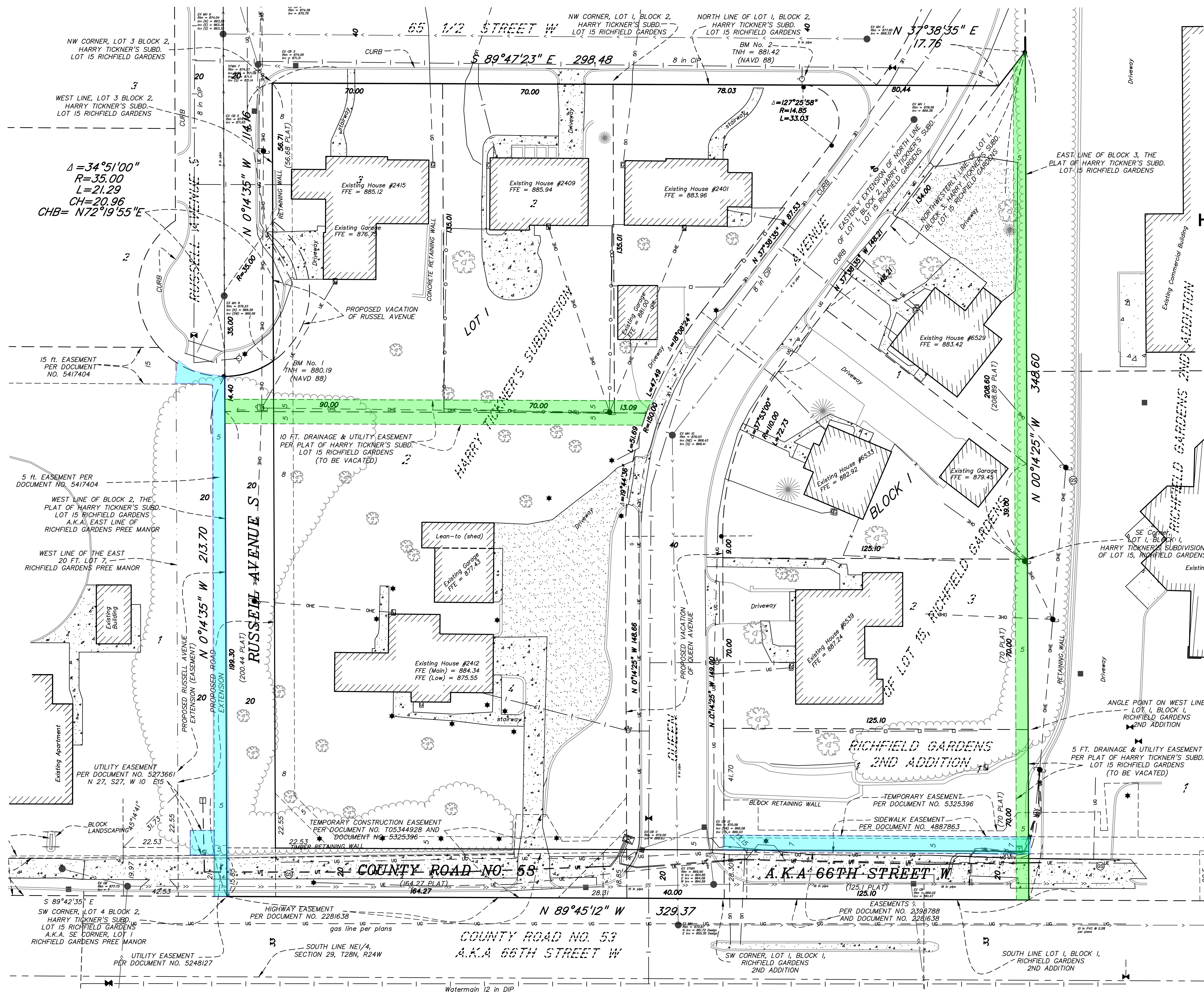
NOVO Apartments - 66th & Queen - surrounding area context



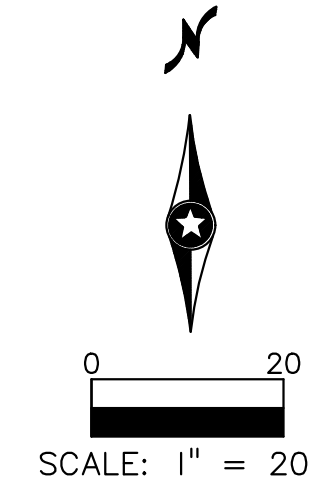
Preliminary Plat of NOVO

Sec. 29, T. 28, R. 24,
Hennepin County, Minnesota

Blocks 2 & 3,
HARRY TICKNER'S SUBD.
OF LOT 15, RICHFIELD
GARDEN & Part of Lot 1,
Block 1, RICHFIELD
GARDENS 2ND ADDITION



- LEGEND:**
- Denotes found iron monument
 - Denotes set iron monument
 - Denotes catch basin
 - Denotes electrical cabinet
 - Denotes water service
 - Denotes sanitary manhole
 - Denotes water valve
 - Denotes sign
 - Denotes telephone pedestal
 - Denotes electric meter
 - Denotes cable television box
 - Denotes underground gas
 - Denotes telephone vault
 - Denotes hydrant
 - Denotes water curb stop
 - Denotes gas meter
 - Denotes tree, coniferous
 - Denotes tree, deciduous
 - Denotes bituminous surface
 - Denotes concrete surface
 - Denotes gravel surface
 - Denotes wood fence
 - Denotes chainlink fence
 - UT Denotes underground telephone
 - UE Denotes underground electric
 - UG Denotes underground gas line
 - UE Denotes underground electric
 - Denotes tree line
 - Denotes easement
 - Denotes major contour
 - Denotes minor contour
 - Denotes sanitary sewer
 - Denotes storm sewer
 - Denotes waterline
 - Denotes existing adjacers
 - Denotes proposed ROW



REV. NO.	DATE	DESCRIPTION
1	10/5/18	DESIGN BY: BRD DRAWN BY: BRD CHECKED BY: BRD DWG FILE: 18-0353 cos.dwg FILE NO.: 18-0353.00

hereby certify that this survey, plan, or report was prepared by me or under my direct supervision, and that I am a duly licensed professional engineer under the laws of the State of Minnesota.

Signed: *Bogart, Pederson & Associates, Inc.* Date: 4-6-2019 Lic. No. 23044

BOGART, PEDERSON & ASSOCIATES, INC.
LAND SURVEYING
13076 FIRST STREET, BECKER, MN 55308-9322
TEL: 763-262-8822 FAX: 763-262-8844

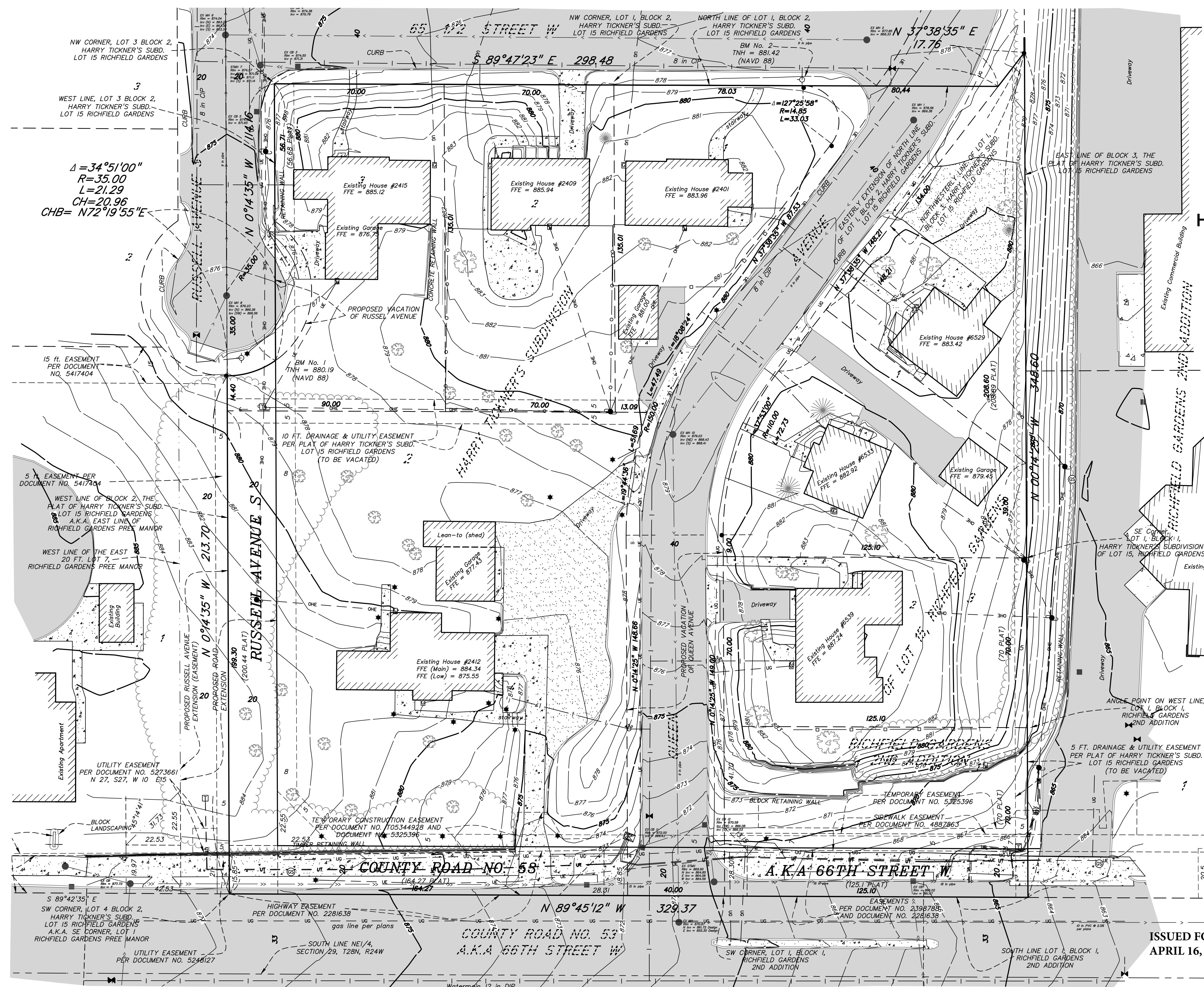
Novo Apartment
Broadway Investors, LLC
7365 Kirkwood Court N
Suite 200
Maple Grove, MN 55369

SHEET NO. SV2

Preliminary Plat of NOVO

Sec. 29, T. 28, R. 24,
Hennepin County, Minnesota

Blocks 2 & 3,
HARRY TICKNER'S SUBD.
OF LOT 15, RICHFIELD
GARDEN & Part of Lot 1,
Block 1, RICHFIELD
GARDENS 2ND ADDITION



LEGEND:

- Denotes found iron monument
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- Denotes minor contour
- Denotes sanitary sewer
- Denotes storm sewer
- Denotes waterline
- Denotes existing adjoiners

ISSUED FOR PRELIMINARY PLAT
APRIL 16, 2019

Contours

SCALE: 1" = 20'

DESCRIPTION

DATE

REV. NO.

DATE: 10/5/18

DESIGN BY: BRD

DRAWN BY: BRD

CHECKED BY: BRD

DWG FILE: 18-0353 COS.dwg

FILE NO.: 18-0353.00

hereby certify that this survey, plan, or report was prepared by me or under my direct supervision, and that I am a duly licensed professional land surveyor under the laws of the State of Minnesota.

**BOGART, PEDERSON
& ASSOCIATES, INC.**
LAND SURVEYING
ENGINEERING
13076 FIRST STREET, BECKER, MN 55308-9322
TEL: 763-262-8822 FAX: 763-262-8844

Novo Apartment

Broadway Investors, LLC

7365 Kirkwood Court N

Suite 200

Maple Grove, MN 55369

SHEET NO.

SVI



STAFF REPORT NO. 82
CITY COUNCIL MEETING
6/11/2019

REPORT PREPARED BY: Amy Markle, Recreation Services Director

DEPARTMENT DIRECTOR REVIEW: Amy Markle, Recreation Services Director
6/4/2019

OTHER DEPARTMENT REVIEW: N/A

CITY MANAGER REVIEW: Katie Rodriguez, City Manager
6/5/2019

ITEM FOR COUNCIL CONSIDERATION:

Consider approval of the implementation of the city-wide organization of curbside recycling and organics hauling and funding of a Sustainability Coordinator through a combination of Recycling SCORE funds through Hennepin County and existing city funds.

EXECUTIVE SUMMARY:

In 2018, the City Council created the Richfield Organics Task Force (the "Task Force") to advise the Council on matters relating to establishing accessible (community-wide) organics collection in the city. City staff and the Task Force studied other cities that have successfully launched similar efforts, explored the various issues surrounding recycling and organics hauling, and launched a highly popular organics drop-off program.

At a City Council work session on May 28, 2019, city staff and members of the Task Force presented information on the Task Force's work and recommendations related to recycling and organics in the city. One recommendation of the Task Force is to pursue organizing curbside organics recycling and single-sort recycling for residents in the city.

Staff is requesting approval to initiate this recommendation through a request for proposals (RFP) process with haulers. Staff will issue an RFP to obtain cost information on both a subscription or mandatory participation based system and bring a recommendation back to the City Council after evaluating the proposals.

Additionally, staff is requesting approval to fund a Sustainability Coordinator. This position is important to move forward efforts through education, awareness, and outreach, and will also allow for the continued success of our partnership with the Green Step Cities program, and the exploration of a potential sustainability committee or commission.

RECOMMENDED ACTION:

By motion: Approve the organization of curbside recycling and organics hauling and the funding of a Sustainability Coordinator position to advance the work of organized recycling and organics in the City of Richfield through education, awareness, and outreach efforts.

BASIS OF RECOMMENDATION:

A. HISTORICAL CONTEXT

- Richfield is one of two cities in Hennepin County that does not offer organized recycling to its residents. It is also ranked 39th out of 42 for recycling rates within Hennepin County, significantly lagging behind other municipalities.
- The organics drop off program, with two sites, has been successful with over 715 households in the past year, showing an excitement and desire for organics recycling in the community.

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

- Hennepin County Ordinance 13 requires that cities with more than 10,000 residents make organics service available to all households with curbside recycling by January 1, 2022. Cities can make organics recycling available by contracting for service citywide or require haulers to provide the service upon request.

C. CRITICAL TIMING ISSUES:

- It will take time to implement education, awareness, and outreach efforts to the community regarding both the organization of recycling and organics. Also, it will take considerable time to go through an RFP process with haulers and develop a city-wide hauling system that will fit the community's needs and comply with the county ordinance.

D. FINANCIAL IMPACT:

- The average household cost of having curbside recycling and organics in Hennepin County is \$9/month. We would anticipate similar rates for residents, decreasing their monthly recycling and potentially waste rate.
- The City of Richfield would receive Organics SCORE funds from Hennepin County if collections are organized, and funds can be credited back to participants up to \$25/household/year, decreasing the average annual fee by over 40%.
- The City of Richfield would receive an increase in Recycling SCORE funds from Hennepin County if collections for recycling are organized, these funds can be utilized for related staff positions.
- There would be a decrease in wear and tear on Richfield roads due to less daily truck hauling, potentially resulting in less road maintenance costs.

E. LEGAL CONSIDERATION:

- Hennepin County Ordinance 13 requires that cities with more than 10,000 residents make organics service available to all households with curbside recycling by January 1, 2022.

ALTERNATIVE RECOMMENDATION(S):

- There are no alternative recommendations associated with this item.

PRINCIPAL PARTIES EXPECTED AT MEETING:

N/A

ATTACHMENTS:

Description	Type
❑ Organics Task Force Report	Backup Material
❑ Hennepin County Ordinance 13	Ordinance
❑ Organics Task Force Pro's and Con's Considerations	Backup Material
❑ Organics Task Force Work Session Presentation	Presentation

5/28/19

The Honorable Mayor and Members of the City Council

Subject: City Council Work Session - Organics Recycling Collection in Richfield

Council Members:

As a member of the GreenStep Cities program, the City of Richfield takes seriously the importance of environmental sustainability and the role it plays in residents' quality of life. Providing recycling opportunities to residents has long been an essential method for cities to promote sustainability. Organics recycling, also called industrial composting, offers the opportunity to divert food and other compostable waste from landfills, reduce greenhouse gas emissions that drive climate change, and create a useable product in the form of a nutrient-rich soil amendment. Richfield currently has the opportunity to significantly expand access to organics recycling for its residents.

For the past year, city staff, elected officials, and the Richfield Organics Taskforce have worked together to pursue organics recycling goals for our city. Our accomplishments to date include:

- The establishment of this resident-led Taskforce by City Council, which has held meetings with city staff approximately monthly since March 2018
- The establishment of two organics recycling drop-off sites in Richfield with a grant obtained through Hennepin County
- Registration of over 690 households for the drop-off sites
- Community education and outreach at venues such as the Richfield Summer and Winter Farmers Markets, Lakewinds Food Co-op, Hope Church, and more
- Publication of an organics recycling information page on the City of Richfield's website

In the attached report, we provide further detail on the work that has been completed by the City of Richfield and the Organics Taskforce, along with recommendations for possible next steps. Over the next few years, Richfield will need to become compliant with the new requirements of County Ordinance 13 (attached to the report). The changes that Richfield needs to make present an opportunity to educate and engage all residents in organics recycling, which will not only benefit our community but our environment too.

We appreciate your consideration of our findings and recommendations and look forward to working together to pursue the common goal of creating a greener, safer, and more efficient waste management system for the City of Richfield.

Sincerely,

The Richfield Organics Taskforce

The Richfield Organics Taskforce was convened to, “be advisory to the City Council on matters relating to establishing accessible (community-wide) organics collection to the city of Richfield.” Two weeks after Richfield’s current organics recycling drop-off program was launched, Hennepin County amended Ordinance 13, “Recycling for Hennepin County”. The taskforce has since started to consider next steps in Richfield’s organics recycling efforts, due to the new county mandates along with the great success of the drop-off program. Richfield has also undertaken other efforts to improve city environmental work by hosting a GreenCorps member, auditing municipal waste systems, investigating adding recycling in parks, and more.

Passage of County Ordinance 13 revisions, and implications for Richfield

- Revisions introduced mandatory business and residential organics recycling. The former requires businesses and organizations in certain sectors that “generate one ton of trash or more per week or contract for weekly collection of eight or more cubic yards of trash” to implement food waste recycling in back of house areas. The latter says, “cities with more than 10,000 people must make organics service available to all households with curbside recycling (single-family and dwellings up to 4 units) by January 1, 2022. Cities can make organics recycling available by contracting for service citywide or require haulers to provide the service upon request.”
 - Those are two feasible options for Richfield but action of some sort needs to be taken in order to comply with the county ordinance.
- Hennepin County is a state leader in recycling initiatives and efforts, but in order to achieve the state goal of recycling (organics and single-sort) 75% of the Metro area’s waste by 2030, all municipalities need to do more. The recycling rate is currently slightly below 50%.
 - Both single-sort and organics recycling need to increase in order to meet this ambitious but attainable goal, but it will be a lot easier for organics recycling to grow in the near future since it is not as established as single-sort recycling. Richfield is in a great position after implementing the organics drop-off program to increase its efforts and make organics recycling/composting a city-wide household habit.
 - 42 of 44 cities in Hennepin County have organized single-sort recycling. Richfield is one of the two that doesn’t. This can be correlated with lower recycling participation, less education and outreach with residents, increased contamination, and more. Additionally, in 2017, Richfield ranked 39th in the County with only 399 pounds of material recycled per household.¹ It is important to note that the City Attorney’s opinion is that Richfield would not have to follow

¹ SCORE data, Hennepin County, 2017.

organized collection procedure found in state statute in order to organize single-sort recycling and organics recycling.

Establishment of Organics Recycling Drop-off Sites:

- Background research on neighboring counties/cities
 - Minneapolis, St. Louis Park, and some smaller cities have organized curbside organics collection and drop-off sites. Taskforce members visited sites in Minneapolis to see how they were set up, and pictures of Dakota County drop-off sites were shown to City Council at a work session in 2018.
- Site selection criteria
 - “The group agreed that proximity to dense housing was the #1 criterion that the site should meet so the locations would be used in the future...Wood Lake and Hope Church are the most central locations.” (6/6 meeting minutes)
 - Other factors: Wood Lake – staff on-site to answer questions/education, security cameras and ability to quickly respond to any issues, popular area that sees a lot of resident attendance and traffic already, located centrally in the city; Hope Church – Loaves and Fishes on-site, also preschool and adult daycare, residents regularly visit the church for services/activities/events so it’s convenient for dropping off organics, located centrally in the city.
- Budget details
 - The City received a \$15,000 grant from Hennepin County in October/November 2018 to fund the program until 5/2021. There are monthly service charges with Waste Management (currently \$200 per month per site, but depends on the rate of service) and occasional purchases of compostable bags (charges vary based on size of bags and # of cases ordered). Other one-time charges include site signage, half of the cost of the bituminous pad at Hope Church, locks, and containers to store the bags.
 - With our expected budget planned out as well as having budgeted out several hypothetical scenarios, we are confident that the grant will fully fund the program through May of 2021. We anticipate having dumpsters serviced once a week for most of the year, and twice a week during the summer.
- Education and outreach
 - Volunteers and the City’s GreenCorps member tabled at most of the Richfield Farmers and Winter Markets, as well as at Penn Fest and at Lakewinds Co-op. Over 1,000 residents were communicated with at these events, and many directly learned about and then signed up for the program as a result of this outreach.

- An organics recycling page was created on the Richfield website and is now housed under a new sustainability umbrella page online which showcases the variety of environmental efforts Richfield has and continues to pursue.
- The organics drop-off program has received coverage from WCCO, Star Tribune West Metro, the Sun Current, and a variety of city media (the Annual Report, social media, That's Rich(field) podcast, news release).
- Status of sign-ups
 - As of 5/20/19, over 700 households have registered for the program. 331 of those registered before the program even officially launched on 11/15, indicating a clear public desire for organics recycling.
- Observations so far
 - Staff: Exciting registration numbers show a real interest and need in Richfield for organics collection. Residents are receptive to learning what can and cannot go into the dumpsters and frequently ask questions about unknown items. Contamination has been low and mostly unintentional.
 - Taskforce: "I noticed when we were out at the farmers markets as well as in my day-to-day conversations that energy has been generated and community building has occurred around this issue. It's a terrific stepping stone to more critical issues such as water quality and global warming. Composting is a simple issue that requires minimal energy but it leads to bigger conversations and tasks. If a resident will compost, they may take recycling more seriously and may be more willing to change behaviors that lead to a better world for us all. I have learned so much and it has helped me be more willing to get on the environmental preservation bandwagon. I think the more we are out there explaining these simple benefits that each household can contribute, the more believers we will recruit to the messaging of preservation of our environment."
 - Residents:
 - Registration feedback is very positive with lots of excitement – residents are glad Richfield is promoting more sustainable initiatives and following others when it comes to organics.
 - We conducted a survey one month in to learn more about our participants and get feedback about the program. Most had not composted before this program and now the majority drop off their organic waste (not just food waste!) once a week. Residents said they were very appreciative of this convenient program, with many of them having decreased the size of their garbage can and becoming more mindful of the waste they produce overall. They also appreciate the rest of the community enthusiastically supporting it; many have told their friends, family, and neighbors about the program. The biggest "area for

improvement” was a clearly expressed desire for increased sites around the site/curbside collection, with over 15 responses suggesting it.

Next steps:

- What we would like to see achieved:
 - Richfield effectively implements County Ordinance 13 through advanced planning and efficient rollout of new organics recycling opportunities.
 - We hope that haulers cooperate with the City and community to provide curbside organics recycling that is available, accessible, and affordable to all Richfield residents.
 - Community buy-in and high rates of engagement in organics recycling achieved through education, outreach, and communication with residents.

Recommendations for policy approach:

- Our recommendation is to pursue organizing curbside organics recycling and single-sort recycling for all residents in the City. This would allow residents to keep their desired trash hauler while reaping the benefits of accessible curbside organics collection.
- City initiate planning and outreach efforts immediately and ensure adequate ongoing staff support
- Continue to fund the two organics recycling drop-off sites (through SCORE funding or otherwise)
 - This will allow larger multi-unit residences to continue to participate in organics recycling even after curbside organics recycling is established. This is especially important for those who are in close proximity to the current Wood Lake site who have already enthusiastically adopted the program.
- City works with County and resident volunteers to provide education and outreach to residents and haulers before, during, and after transition to curbside organics and recycling collection

New requirements will advance recycling

On November 27, 2018, the Hennepin County Board of Commissioners approved revisions to the county's recycling ordinance to support our goal of zero waste to landfills by 2030. The changes focus on moving organics recycling forward. Putting organic waste to a better use can help feed people in need, create compost for healthier soils, and create energy through anaerobic digestion. Diverting organics from the trash reduces emissions of greenhouse gases, especially methane that is generated from the decomposition of organic materials in landfills. In addition, the ordinance was revised to improve conventional recycling at multifamily dwellings and businesses.

Residential organics recycling

Because more than one-third of our trash is organic material that can be composted, participating in organics recycling is one of the easiest things you can do to reduce your trash and make a difference.

What do the new requirements mean for residents?

- It will be easier to participate in organics recycling
- If you have your own individual cart for recycling, you will also be able to sign up for organics service through your hauler or city
- Larger multi-unit buildings without individual carts for each household are not required to provide organics service

What do cities have to do?

- Cities with more than 10,000 people must make organics service available to all households with curbside recycling (single-family and dwellings up to 4 units) by January 1, 2022
- Cities can make organics recycling available by contracting for service citywide or require haulers to provide the service upon request
- Cities with 10,000 people or less must provide a drop-off site by January 1, 2022, if curbside organics service is not made available to residents

Support is available from the county

- Funding for organics pilot projects
- Funding for organics drop-off sites
- Educational materials and help getting the word out
- For more information email ben.knudson@hennepin.us

Conventional recycling

Multifamily building recycling requirements

- Provide adequate service for the collection of recyclables
- Provide education to residents
- Label waste containers
- Implement by January 1, 2020



Business food waste recycling

What is required? By January 1, 2020, businesses that generate large quantities of food waste must implement food waste recycling in back-of-house operations (kitchen, food preparation, dishwashing, and storage areas).

Who does this affect? The requirement applies to businesses in the covered sectors below that generate one ton of trash or more per week or contract for weekly collection of eight or more cubic yards of trash. This threshold was selected because large generators of organics are likely to break even or even save money when implementing food waste recycling.

Sectors

- Restaurants
- Food manufacturers
- Food wholesalers/distributors
- Grocery stores
- Hotels
- Hospitals
- Sports venues
- Event centers
- Caterers
- Nursing/residential care facilities
- Office buildings with dining services
- Farmers markets
- Food shelves
- Colleges and universities
- Shopping centers
- Airports
- Golf and country clubs
- Public/rentable commissaries/kitchens

How to comply

- Have food waste recycling service in place
- Provide food waste collection containers back-of-house and properly label them
- Separate food waste from trash in back-of-house operations



Hennepin County assistance

Free

- Assistance and training
- Labels, signs, and educational materials

Business grants

- Up to \$50,000
- Start or improve organics recycling
- Bin and equipment purchases
- Initial hauling costs and bags for new organics programs
- Improvements to loading docks and waste container enclosures (fenced in areas)

For more information visit www.hennepin.us/businessrecycling or email businessrecycling@hennepin.us.

Conventional recycling

Business recycling requirements

- Meet state recycling requirements – collect at least three types of materials for recycling
- Provide adequate service levels for the collection of recyclables
- Label waste containers
- Implement by January 1, 2020

	Pros	Cons	Implementation costs and staffing needs	Other considerations (legal, policy, funding/grant, etc)	What cities are doing this?
Organics ordinance only	<ul style="list-style-type: none"> • Less of a change for many residents (those who don't opt in) • Less city planning needed • Residents would keep one hauler for all services 	<ul style="list-style-type: none"> • Lower participation = less SCORE funding to the city • Haulers will be more reluctant to pick up individual organics participants • Adding several more trucks to the alleys/road • Rollout and education isn't the same citywide (haulers could have different collection requirements, making it harder) • More expensive than organized organics collection where everyone pays in • Less publication of any program and less communication to residents (without FTE) 	<ul style="list-style-type: none"> • Costs for the city would be minimal <ul style="list-style-type: none"> • Staff time to draft ordinance • Costs to residents participating would be higher than a program where everybody pays, and then you opt in to participate • A FTE/recycling coordinator would be needed to coordinate with haulers, act as a point of contact/receive information they're required by the county to report, fulfill annual education and resident outreach requirements detailed in Hennepin County's Ordinance 13 <ul style="list-style-type: none"> • There would be more information to compile and report since every hauler would be providing residential organics pick-up 	<ul style="list-style-type: none"> • Unknown if any legal action would be needed apart from city ordinance /licensing rules revisions 	<ul style="list-style-type: none"> • None yet

	Pros	Cons	Implementation costs and staffing needs	Other considerations (legal, policy, funding/grant, etc)	What cities are doing this?
Organized organics and recycling	<ul style="list-style-type: none"> • Fewer trucks on alleys/roads would necessitate less repair over time • Increased safety on streets (slower speeds because of frequent stops) • Consistent education rollout initially and with updates over time to ensure participation and resident knowledge • Higher participation due to ease of access and adoption • Increased SCORE funding would allow for additional designated staff to help the City through this process and support other sustainability efforts • Indicator to current and future residents of obvious city engagement with and promotion of environmental issues/resources 	<ul style="list-style-type: none"> • If billed through the city, costs would appear on a bigger utility bill (but residents wouldn't pay a hauler bill for these charges) • Potential for having more than one hauler per household (not uncommon in other cities) • Less hauler choice (just for recycling/organics) 	<ul style="list-style-type: none"> • Specific costs are unknown; Edina pays \$5.50/month per household for organics collection <ul style="list-style-type: none"> • Opportunity to decrease trash costs (container size, pick-up rate) • A FTE/recycling coordinator would be needed to ensure hauler compliance, support the RFP and implementation process, report data to the county, execute resident education, be the point of contact between residents and haulers, undertake future projects (organics recycling in schools, other sustainability initiatives), etc 	<ul style="list-style-type: none"> • Would not have to go through the state statute/procedure for adopting organized hauling (per city attorney and following examples of other cities) 	<ul style="list-style-type: none"> • Edina (open trash hauling) <p><u>Organized all 3:</u></p> <ul style="list-style-type: none"> • Minneapolis • St. Louis Park • Medina • Wayzata • Maple Plain • St. Bonifacius • Osseo • Loretto • Medicine Lake • Robbinsdale

General benefits of curbside:

- Additional organics education and exposure to a larger population
- Less landfilling (reduction in methane) and other environmental benefits of organics recycling
- Change norms, attitudes, culture of waste management/disposal – residents interact with composting at home, Richfield farmers market, Wood Lake Nature Center, possibly at school and/or work as well -> becomes common practice
- Increased accessibility to organics recycling with increased convenience, less planning/effort needed to drop off organics
- Waste to energy facilities in MN are filling up or closing (HERC, Great River) so more material will be going to landfills
 - bad environmentally but there is also potential for residential trash bills to increase as tipping fees increase and landfill space decreases faster
 - at HERC, trash tip fee has risen \$24/ton over the past 13 years, changing every year or two; organics tip fee has increased once over the past 13 years
- This experience would help Richfield develop municipal sustainability leadership by helping residents and improving the city's resources and services, as well as learning from and working with other cities

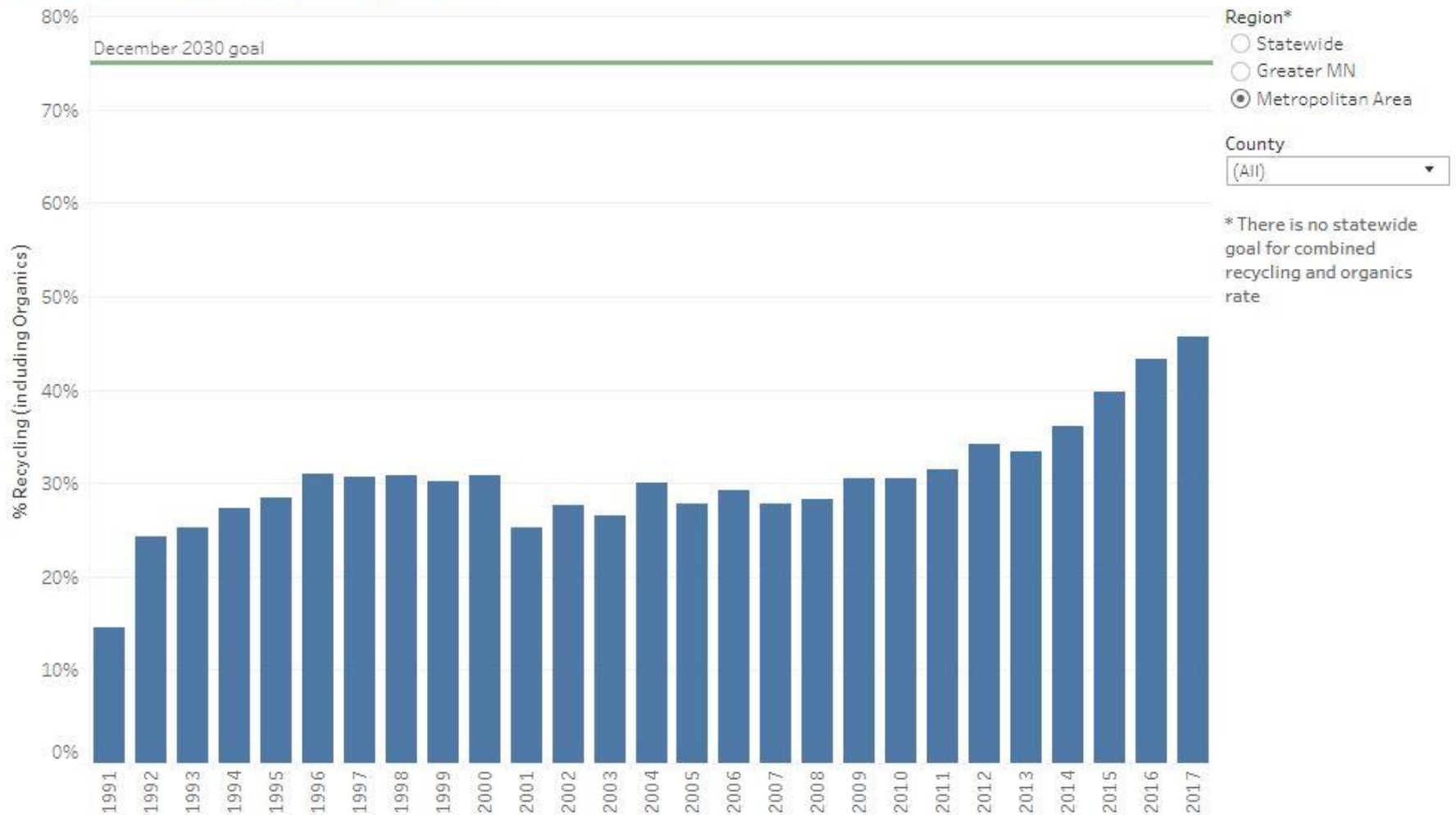


Organics Recycling Work Session

May 28, 2019



Combined recycling by goal



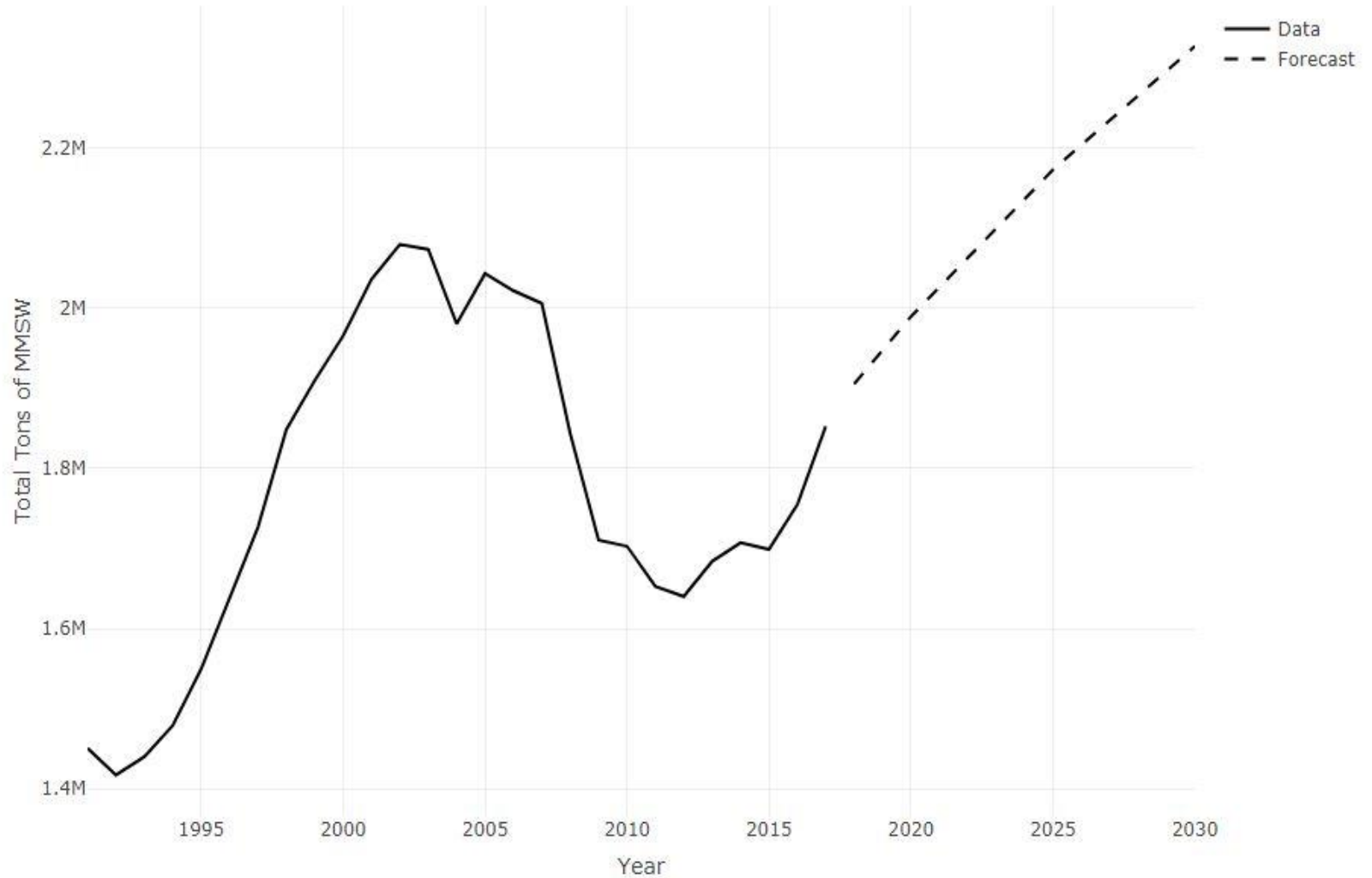
In 1989, Minnesota Legislation set county recycling goals. Each Greater Minnesota County (outside of the seven-county Metro Area) must recycle a minimum of 35% by weight of total solid waste generation. The goal for counties in the Twin Cities seven county metropolitan area was to recycle half of all solid waste generated. The 2014 Legislature increased the recycling goal for these counties; by December 2030, counties in the Twin Cities metropolitan area will be required to recycle 75% of the solid waste they generate.

Annual recycling rates in Hennepin County

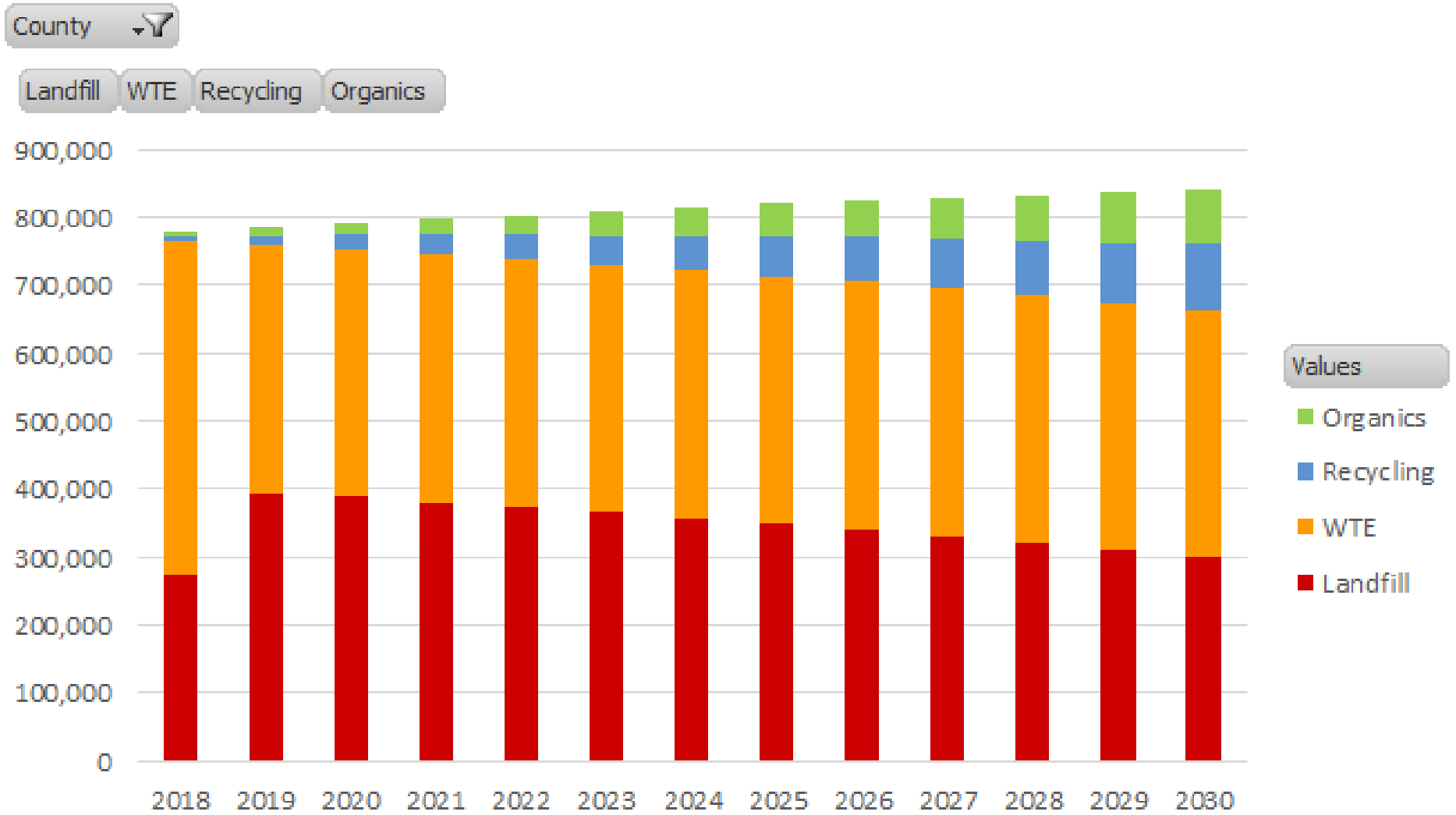
City	2017 Lbs/hh	2017 Rank
Minnetonka Beach	1,188	1
Excelsior	1,018	2
Greenwood	793	3
Wayzata	702	4
Eden Prairie	665	5
Champlin	646	6
Medina	640	7
Edina	635	8
Shorewood	609	9
Golden Valley	607	10
Bloomington	605	11
Minnetonka	597	12
Tonka Bay	590	13
Orono	589	14
Hopkins	575	15
St. Louis Park	560	16
Plymouth	558	17
Minneapolis	546	18
Greenfield	544	19
St. Bonifacius	544	20
Minnetrista	538	21
Corcoran	537	22
Maple Grove	531	23
Woodland	525	24
Independence	510	25
Rogers	499	26
Osseo	497	27
Spring Park	494	28
Rockford	484	29
Robbinsdale	479	30
Mound	475	31
Long Lake	455	32
Medicine Lake	448	33
Deephaven	444	34
Hennepin Recycling Group	442	35
Loretto	422	36
Hanover	419	37
St. Anthony	414	38
Richfield	399	39
Dayton	393	40
Brooklyn Park	390	41
Maple Plain	388	42

TOTAL GENERATION

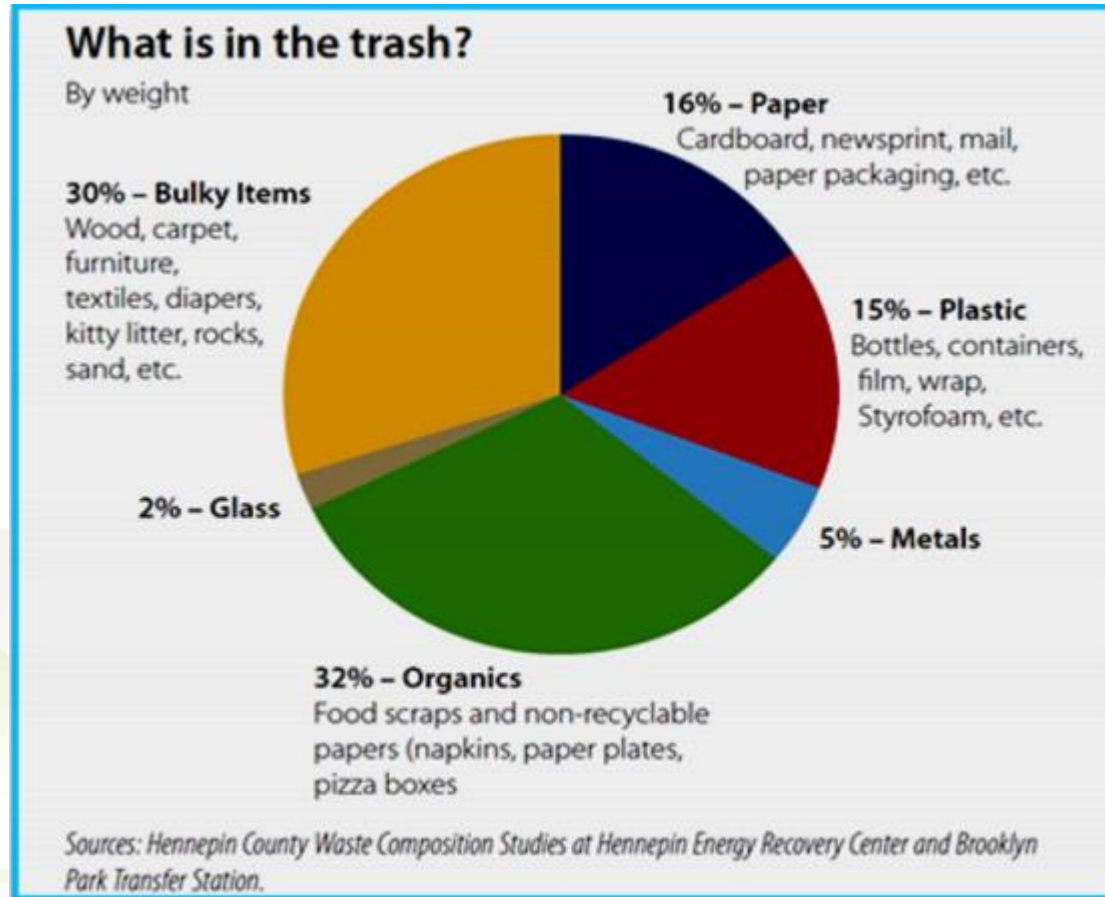
Forecasted Total Tons of MMSW generated in the Metro Area



Hennepin County disposal projections



Organics are the most common material in the trash



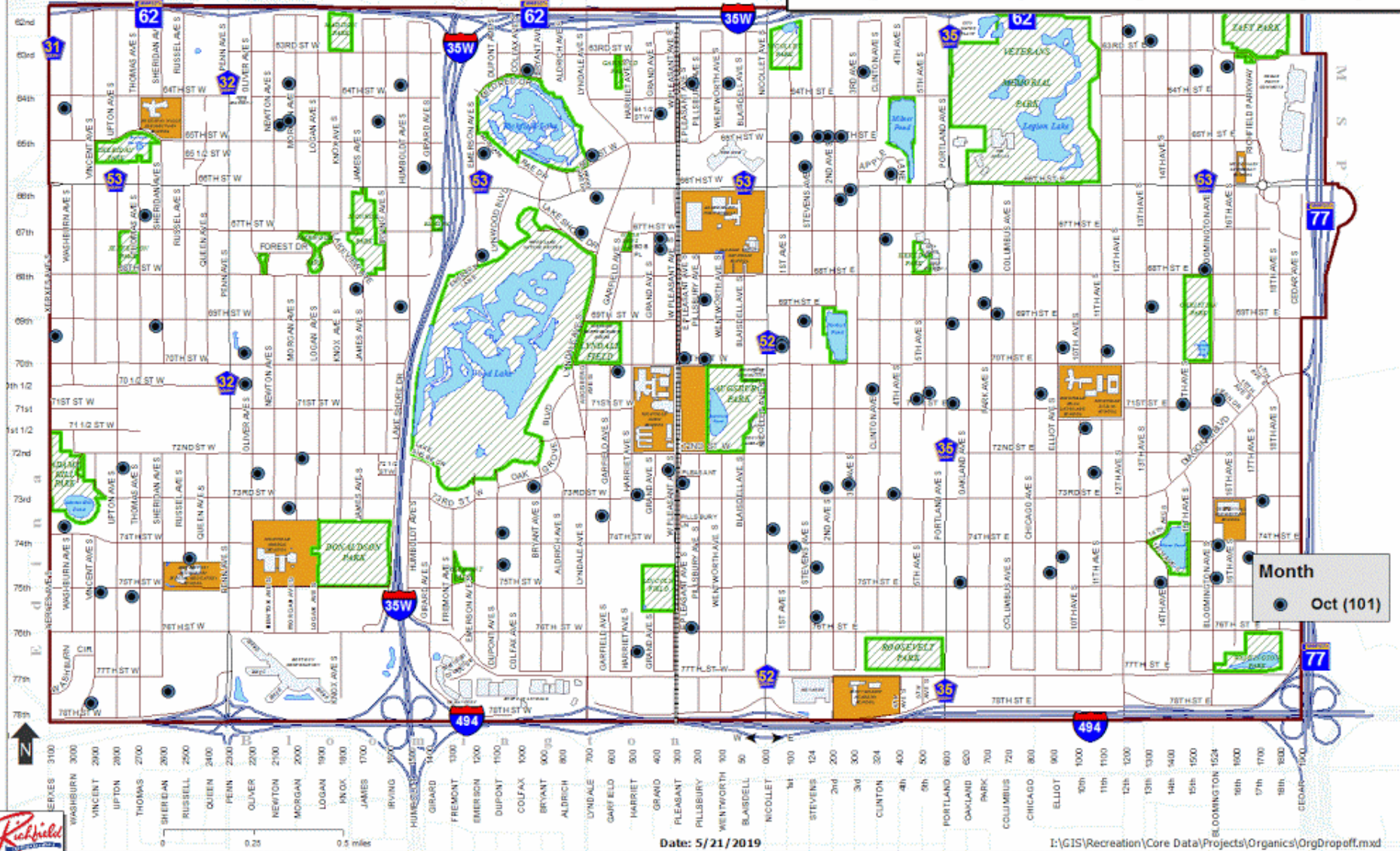
Taskforce background

- The taskforce met most
- Proposed to, “be advisory to the City Council on matters relating to establishing a committee or a joint committee to the city of Richfield.”
- Proposed for the drop
- designated residence at former market area identified

Organics recycling drop-off program



Organics Drop-off Registrations (Oct)



Registration comments

Thanks! So thrilled to participate.

SO SO SO HAPPY to see this!!! Love this community.

We generally compost at home and are looking forward to a winter drop off

Yay! I'm so excited about this. I saw the notice in the metro section of the Star Tribune 11/4/18. I don't really have enough food scraps for my own compost bin, but I hate throwing away fruit/vegetable scraps. Sign me up!

This sounds like a win-win program.

I am excited for this program -- please spread the word so everyone knows about it!

i wish recycling was picked up every week & trash every other week!

Would love organics recycling ASAP at our home. Thanks!

Thanks! I'm so excited to do this! I didn't know about it before! Also, looking forward to the possible day when it's curbside pick-up! (Wink wink)

I am so pleased to sign up for the organics collection. Thank you for offering this! Hopefully we can make home pick-up of organics a reality in the future, as well.

Yay!! We participated in the Hennepin County Zero Waste Challenge and am I a Hennepin County Master Composter/Recycler. We honestly are soooooo excited to see the ball rolling with organics recycling in Richfield. I can't wait to see this program grow and develop over the coming years. Thank you!

So glad the city can do this! I hope if it is successful that compost can become a regular part of waste pick-up services.

Thank you for getting this going!!!

Very excited for this program!

We are so excited to give this a try! Are compostable bags already available at the drop off sites? Thank you for your work on this project!!!

Great presentation today at Woodlake Nature Center. Thank you!

I am so excited for this! Such an amazing initiative for an important cause.

Fabulous
thanks for doing this my kids are pleased!!!

It's great Richfield is starting this. I'm all in.

I just love this!!!! Thank you so much!





Hennepin Environment

1 hr · 🌐

"Hennepin County residents are strongly interested in environmental protection and organics recycling helps them achieve that goal." -- County Board Chair Jan Callison

More organics news coverage appearing in Eden Prairie News:
<https://bit.ly/2KI76Gn>



SWNEWSMEDIA.COM

Organics recycling is officially coming to Hennepin County

👍❤️ 53

1 Comment 5 Shares



Like



Comment



Share



Oldest ▾



Charlie O'Brien Already involved in this through Richfield!

Like · Reply · 1h



Survey responses

LOVE LOVE LOVE this program. 90% of our garbage is organic waste so it feels so good knowing it's going back to the ground instead of a landfill.

This is a GREAT program. I am so grateful that Richfield has taken this on with the support of the Henn County.

This program is great. My wife never wanted to compost and didn't want to deal with the smell. I convinced her when Richfield started the program and now she's getting into it. Our daughter loves throwing pizza boxes in the bin!

So grateful that you started this program! Thank you!

SO happy that this program has been put in place. I'm just one person so didn't feel I had enough for a big compost barrel, but this drop-off option is just the ticket! I go over to Wood Lake to walk quite often, so dropping off is convenient. Good emails from Rachel.

I am thankful for this program starting in our neighborhood! I'm going to call for a smaller garbage container as ours has gone way down thanks to this program!

We have composted stuff in our garden for years, but I like being able to compost a wider variety of material with this program. It has certainly made me more mindful of the garbage our household generates. I wish there were room in my kitchen trash area for compostables, recyclables, AND general garbage! As it is, it takes a few more steps into the back hallway to do all of the sorting.

So happy this is being offered! Also appreciate that the locks were removed for the winter.

Absolutely love seeing how much we can compost each week. We use it twice a week so I can't believe how much I was throwing away.

This has been a fantastic opportunity and I feel it has been a smooth startup. You keep us informed on what is going on and the newsletter you just sent was good at talking about what can NOT go into this.. We have this at work and I am always pulling things out of the compost trash...

When I drop my bags off, I feel really good to see so many are doing the same. Richfield residents were ready for this service.

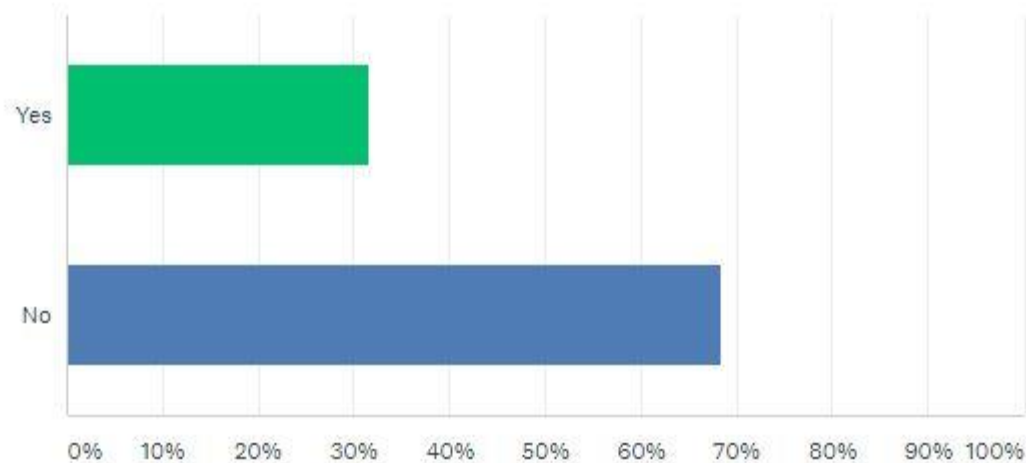
Q3

Customize

Save As ▼

Before this program, did you compost in the past 3 years?

Answered: 92 Skipped: 0

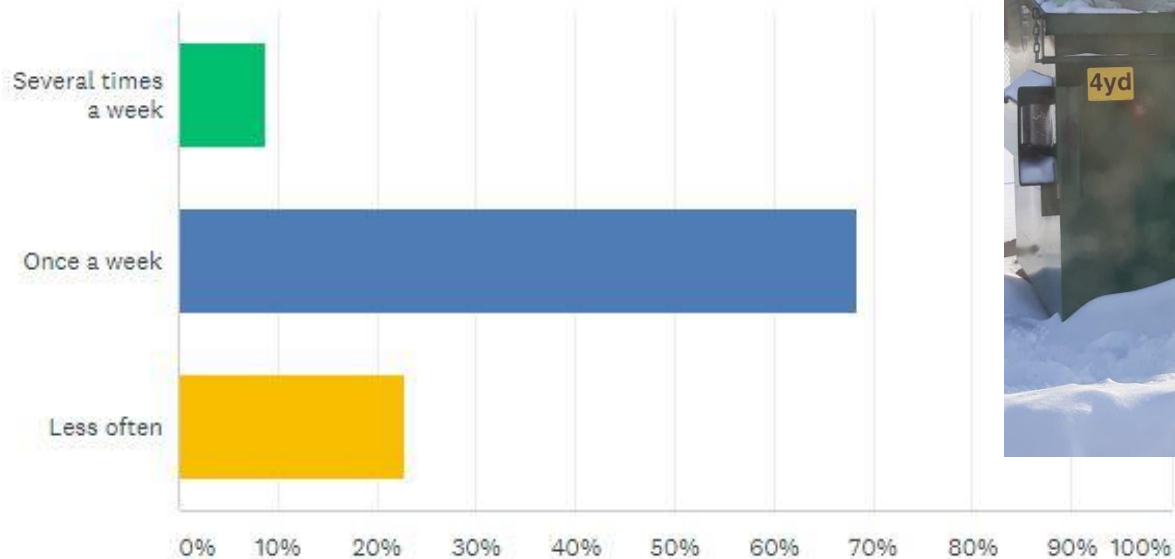


ANSWER CHOICES ▼	RESPONSES ▼
▼ Yes	31.52% 29
▼ No	68.48% 63
TOTAL	92

Q5

How often do you use the sites?

Answered: 92 Skipped: 0



ANSWER CHOICES	RESPONSES	
Several times a week	8.70%	8
Once a week	68.48%	63
Less often	22.83%	21
TOTAL		92

Community outreach



Options for next steps

	Ordinance only	Organizing recycling and organics
Pros	<ul style="list-style-type: none"> • Less of a change for residents • Less city planning 	<ul style="list-style-type: none"> • Higher program participation, funding • Fewer trucks on roads, better safety
Cons	<ul style="list-style-type: none"> • Lower participation = less funding for the city • More trucks on roads • More expensive for residents 	<ul style="list-style-type: none"> • Potential to have more than one hauler for all services • If billed through the city, costs would appear on a bigger utility bill (but residents wouldn't pay a hauler bill)
Costs/staffing	<ul style="list-style-type: none"> • Costs: Lower for the city, higher for residents • FTE/recycling coordinator would be needed 	<ul style="list-style-type: none"> • Specific costs are currently unknown • FTE/recycling coordinator would be needed
Legal	<ul style="list-style-type: none"> • Currently unknown if anything would be needed besides a city ordinance 	<ul style="list-style-type: none"> • Would <u>not</u> have to go through state statute procedure to organize hauling (for recycling & organics)
Other cities?	<ul style="list-style-type: none"> • None yet 	<ul style="list-style-type: none"> • Edina (open trash)

Taskforce recommendation

- Create or enhance our resident or caregiver support services for residents in the city
- Initiate palliative and end-of-life care services immediately and ensure adequate ongoing support
- Continue to fund the two caregiver support drop-in sites
- Utilize our city youth and resident volunteers to provide education and end-of-life care to residents and caregivers before, during and after transition to our resident or caregiver and respite services

Staff recommendation

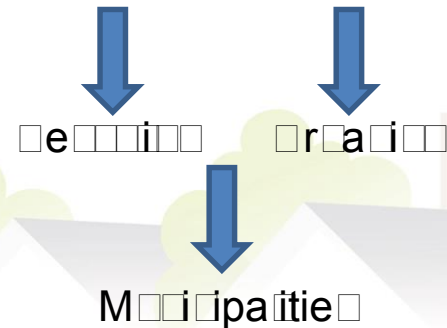
- Support a member to make a recommendation
- Offer or facilitate a meeting or discussion and/or facilitate a description of a program or the organization's mandate or participation in a mandated or other
- Explore the need for a future maintenance or

Staff recommendation

- Create a permanent administrative coordinator position through the reorganization grant and other existing funds

One more administrative position

Would save tax → State of Minnesota → One administrative position



Let one administrative elected racial to the individual
 organizations organizations organizations

Can go to the city and can also go to residents in the form of a credit on
 their utility bills or other charter or start or a fixed capital or reorganization
 or other more come to the city

Staff recommendation

- The recommended participation level to appear to the community is that the city is committed to the program and is willing to incur the costs of the program.

The Organics portion of SCORE funding is not available to fund administrative costs, but Recycling SCORE funds are. This grant money that the city would receive if we offered organized hauling of organics is based on participation and can be utilized for: discounts for customers, referral incentives, contract costs, education and outreach, compostable bags, kitchen containers, and carts.



Richfield Households

- Residents have the option to allow curbside or curbside pickup service to be provided at their home
- Residents may also drop off materials to the
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- The average month of curbside or curbside pickup is approximately 1000 pounds of waste
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Discussion/Questions

