

## REGULAR CITY COUNCIL MEETING VIRTUAL MEETING HELD VIA WEBEX JUNE 9, 2020 7:00 PM

#### INTRODUCTORY PROCEEDINGS

Call to order

Pledge of Allegiance

Open forum

Each speaker is to keep their comment period to three minutes to allow sufficient time for others. Comments are to be an opportunity to address the Council on items not on the agenda. Individuals who wish to address the Council must have submitted comments prior to the meeting to kwynn@richfieldmn.gov or by calling 612-861-9711.

Approval of the Minutes of the (1) City Council Work Session of May 26, 2020; and (2) City Council Meeting of May 26, 2020.

#### PRESENTATIONS

- 1. WaterSmart Kickoff
- 2. 2019 Audit Findings
- 3. Presentation for Pride Month LGBTQI Proclamation.

#### AGENDA APPROVAL

- 4. Approval of the Agenda
- 5. Consent Calendar contains several separate items, which are acted upon by the City Council in one motion. Once the Consent Calendar has been approved, the individual items and recommended actions have also been approved. No further Council action on these items is necessary. However, any Council Member may request that an item be removed from the Consent Calendar and placed on the regular agenda for Council discussion and action. All items listed on the Consent Calendar are recommended for approval.
  - A. Consider the adoption of a resolution authorizing acceptance of a donation of \$5,000 to the city of Richfield from The Minneapolis Foundation.

#### Staff Report No. 65

B. Consider a ratification of the Mayor's May 29, 2020 Proclamation of a Civil Emergency and establishment of a city-wide curfew pursuant to City Code subsection 900.21 and all Supplemental Orders extending such curfew and rescind the current state of civil emergency.

Staff Report No. 66

#### PROPOSED ORDINANCES

6. Consider approval of the first reading of an ordinance rezoning property on the northeast corner of Lyndale Avenue and 64th Street (6345 Lyndale Avenue South and 600 64th Street West, generally) as Planned Mixed Use (PMU) and schedule a second reading for July 14, 2020.

Staff Report No. 67

#### **OTHER BUSINESS**

7. Receipt of the City of Richfield Comprehensive Annual Financial Report (CAFR) for the fiscal year ended December 31, 2019.

Staff Report No. 68

#### **CITY MANAGER'S REPORT**

8. City Manager's Report

#### **CLAIMS AND PAYROLLS**

9. Claims and Payroll

#### **COUNCIL DISCUSSION**

- 10. Hats Off to Hometown Hits
- 11. Adjournment

Auxiliary aids for individuals with disabilities are available upon request. Requests must be made at least 96 hours in advance to the City Clerk at 612-861-9738.



# CITY COUNCIL MEETING MINUTES

**Richfield, Minnesota** 

# City Council Work Session Virtual Meeting held via WebEx

# May 26, 2020

CALL TO ORDER

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

Council MembersMaria Regan Gonzalez, Mayor; Mary Supple; Simon Trautmann; Ben Whalen;Present:and Edwina Garcia.

Staff Present:Katie Rodriguez, City Manager; Melissa Poehlman, Assistant Community<br/>Development Director; Kristin Asher, Public Works Director; Jack Broz,<br/>Transportation Engineer; Joe Powers, Assistant City Engineer; Blanca Martinez<br/>Gavina, Executive Analyst; and Kelly Wynn, Senior Office Assistant

ITEM #1UPDATE ON RECENT AND UPCOMING PERMIT APPLICATIONS, PERMIT<br/>APPROVALS, AND CONSTRUCTION OF SMALL CELL WIRELESS INSTALLATIONS<br/>THROUGHOUT THE CITY.PROPOSAL TO AMEND SECTION 802.21 OF THE RICHFIELD CITY CODE, WHICH<br/>GOVERNS AESTHETIC AND SPACING REQUIREMENTS FOR SMALL CELL<br/>WIRELESS INSTALLATIONS, AND TO REMOVE THE CURRENT CITY<br/>REQUIREMENT THAT SMALL CELL INSTALLATIONS IN RESIDENTIAL AREAS BE<br/>SUBJECT TO A CONDITIONAL USE PERMIT.

City Manager Rodriguez introduced the agenda item and Joe Powers, Assistant City Engineer.

Assistant City Engineer Powers gave a background on small cell wireless project along with the two companies, Verizon and AT&T, which have applied for permits in Richfield. He then provided a small cell status for both companies. In 2019, AT&T had 10 permits approved and Verizon had 17 permits submitted. He went on to discuss the small cell outlook and how COVID-19 is impacting that outlook. Council was provided a map, which available online under work session material, for visualization.

Assistant Community Development Director Poehlman discussed the current city code and proposed modifications. She also commented on how little staff is able to do regarding these installations if residents do not want them. She proceeded with listing proposed regulations for the installations.

Council Member Supple requested clarification on how visual the warning signs will be on the installations.

Assistant Community Development Director Poehlman explained they don't want large glowing warning signs but rather have signage legible but not having the poles wrapped entirely.

Council Member Whalen requested small signage at a reasonable height for residents if possible. He also showed support for having at least 300 feet between installations. He then asked for clarification on the current CUP set up.

Assistant Community Development Director Poehlman explained there are no valid reasons to deny a permit.

Council Member Trautmann agreed residents should have access to a map of the installations and provide contact information.

Assistant City Engineer Powers commented on how he plans to have a page set up on the Richfield website with information for residents along with contact information.

Council Member Supple thanked staff for advocating for residents.

Mayor Regan Gonzalez also would like a map and information available for residents. She echoed her support in spacing the installations out as far as possible.

Council Member Supple supported the modifications to get rid of the CUP. Council Member Trautmann agreed as well in being as transparent as possible to residents. Council Member Whalen also expressed support and believes the front facing website page will provide notifications to residents. Council Member Garcia and Mayor Regan Gonzalez also agreed to remove the CUP process.

# ITEM #2 UPDATE ON THE PRELIMINARY DESIGN FOR THE 65TH STREET RECONSTRUCTION PROJECT BETWEEN 66TH STREET/RAE DRIVE AND NICOLLET AVENUE, INCLUDING THE LYNDALE AVENUE PEDESTRIAN IMPROVEMENTS BETWEEN 64TH STREET AND 66TH STREET.

Transportation Engineer Broz gave a brief timeframe on the 65<sup>th</sup> Street Reconstruction. He supplied goals, plans, policies and an overview of what has been previously discussed. He proceeded to discuss flood mitigation improvements around the HUB and a pipe from the HUB area to Richfield Lake. He also gave a brief summary of resident feedback. He then walked through the reconstruction plan including paint, bike lanes, trail system, on street parking, lane configuration and sidewalks. Transportation Engineer Broz then spoke of the Wendy's current parking lot and potential issues.

Council Member Supple asked for clarification on parking near 64<sup>th</sup> and Lyndale.

Transportation Engineer Broz explained how they will be adding as many spots as possible.

Council Member Supple also asked about helping trails to prevent flooding.

Transportation Engineer Broz discussed how more research needs to be done on the flood mitigation project. It will be part of the plan.

Director Asher added they are looking at the system as a whole.

Council Member Whalen asked about widening trails in certain areas where there is a lack of on street bike lanes.

Transportation Engineer Broz stated he isn't prepared to commit to yes or no because they will have to assess areas to see if wider paths will fit.

Council Member Whalen questioned about connections for pedestrians and possible changes to bus stops.

Transportation Engineer Broz stated there are some connections in the plans but no changes are in the plan for bus stops.

Council Member Whalen also questioned how this project will be compatible with the HUB reconstruction.

Transportation Engineer Broz spoke of how there was early collaboration with people and will serve the needs of the HUB.

Council Member Whalen questioned the three entrances at the Wendy's restaurant.

Transportation Engineer Broz explained how the current corner layout they is challenging. Closing one entrance can create more movement in the parking lot and can also cost the city a lot of money to alter.

Council Member Trautmann thanked staff and members of the Transportation Commission. He also commented on how residents in nearby housing currently have to walk out of their way to get where they are going and this will be a huge convenience for them. He then applauded Transportation Engineer Broz for all his work.

Council Member Garcia commented on what a challenging area this has been and is looking forward to the changes.

Transportation Engineer Broz discussed how equity matters and how it applies to transportation and this project.

Mayor Regan Gonzalez applauded the concrete idea of being able to include items such as equity in all departments and projects. She also spoke of things such as these are why the Public Works Department receives so many compliments.

Director Asher stated how the department is not afraid to have difficult discussions. She then spoke of how reconstruction is set for 2022. The preliminary design will be brought to the council in June.

Council Member Whalen believes the project is on track and would like to make sure all ideas and community feedback is shared and communicated.

Mayor Regan Gonzalez thanked everyone for their questions and comments.

# ADJOURNMENT

The meeting was adjourned by unanimous consent at 6:55 p.m.

Date Approved: June 9, 2020

Kelly Wynn Senior Office Assistant Katie Rodriguez City Manager



# **CITY COUNCIL MEETING MINUTES**

**Richfield, Minnesota** 

# Regular Council Meeting Virtual Meeting held via WebEx

# May 26, 2020

CALL TO ORDER

The meeting was called to order by Mayor Maria Regan Gonzalez at 7:01 p.m. via WebEx.

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

Staff Present: Katie Rodriguez, City Manager; Julie Eddington, Attorney (stand-in for City Attorney Mary Tietjen); John Stark, Community Development Director; Julie Urban, Housing Manager; Kristin Asher, Public Works Director; Joe Powers, Assistant City Engineer; Jane Skov, IT Manager; Blanca Martinez Gavina, Executive Analyst; and Kelly Wynn, Senior Office Assistant

# PLEDGE OF ALLEGIANCE

Mayor Regan Gonzalez led the Pledge of Allegiance

Mayor Regan Gonzalez led a moment of silence in memory of George Floyd, his family and community.

# OPEN FORUM

No speakers. No constituents reached out prior to the meeting with any comments.

#### APPROVAL OF MINUTES

M/Whalen, S/Supple to approve the minutes of the (1) City Council Work Session of May 12, 2020; and (2) City Council Meeting of May 12, 2020.

Executive Analyst Martinez Gavina took roll call vote:

Regan Gonzalez: AYE Supple: AYE Trautmann: AYE Garcia: AYE Whalen: AYE

Motion carried 5-0

## Item #1 APPROVAL OF THE AGENDA

M/Garcia, S/Trautmann to approve the agenda

Executive Analyst Martinez Gavina took roll call vote:

Regan Gonzalez: AYE Supple: AYE Trautmann: AYE Garcia: AYE Whalen: AYE

Motion carried 5-0

# Item #2 CONSENT CALENDAR

City Manager Rodriguez presented the consent calendar.

- A. Consider the approval of the Portland Avenue Bicycle and Pedestrian Link Project:
  - 1. Construction Cooperative Agreement;
  - 2. Limited Use Permit; and
  - 3. No Parking Resolution (Staff Report No. 62).

## RESOLUTION NO. 11740 RESOLUTION AUTHORIZING "NO PARKING" TRAFFIC CONTROL SIGNS ON PORTLAND AVENUE (CSAH 35) AND 66<sup>TH</sup> STREET (CSAH 53) UPON COMPLETION OF THE PORTLAND AVENUE BICYCLE AND PEDESTRIAN LINK PROJECT

B. Consider approval of a request for a new Secondhand Goods Dealer license for GameStop Inc., d/b/a GameStop #0633, located at 34 66<sup>th</sup> Street West (Staff Report No. 63).

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

Council Member Supple requested clarification from staff of which areas will be re-striped.

Director Asher spoke of the areas that will be re-striped.

Council Member Whalen expressed excitement for the project as he uses the trails regularly. He commented on the desire for the signals and crosswalks for pedestrians.

Executive Analyst Martinez Gavina took roll call vote:

Regan Gonzalez: AYE Supple: AYE Trautmann: AYE Garcia: AYE Whalen: AYE

Motion carried 5-0

#### None

Item #4	PUBLIC HEARING TO CONSIDER APPROVAL OF AN ORDINANCE CREATING AN AFFORDABLE HOUSING TRUST FUND AND AUTHORIZE SUMMARY PUBLICATION OF SAID ORDINANCE (STAFF REPORT NO. 64)
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Council Member Supple presented staff report 64.

Director Stark spoke of the additional research done by staff to answer questions from Council.

Council Member Whalen summarized past discussions of how the funds will be used. He then discussed statistics he researched regarding the affordable housing market in Richfield. He questioned the goal of keeping this fund flexible and what that means. He also recommended that a majority of the funds be spent on very low to low income housing.

Director Stark spoke of how this is a tool and attempting to provide as much utility to this tool as possible.

Mayor Regan Gonzalez questioned if this tool will have the ability to be broad to allow for a range of funding and grants.

Director Stark stated how the future is unknown at this point but there is a possibility for a match of funds depending on what kind of programs the funds are delegated.

Council Member Supple asked if proceeding with the proposal with a supermajority would affect the possibility of receiving matching funds.

Director Stark explained that if a project did receive supermajority and funds that it would have the possibility of receiving matching funds.

Council Member Supple opened the public hearing.

Senior Office Assistant Wynn stated no callers had been received and stated the phone number of 612-861-0651.

M/Supple, S/Garcia to close the public hearing

Executive Analyst Martinez Gavina took roll call vote:

Regan Gonzalez: AYE Supple: AYE Trautmann: AYE Garcia: AYE Whalen: AYE

Motion carried 5-0

Council Member Whalen asked what percentage each program run through this trust fund would receive annually.

Housing Manager Urban explained the Fix-Up Fund would receive \$30,000, Down Payment Assistance Program up to \$115,000, Kids at Home would receive \$130,000, and Emergency Rental Assistance would get up to \$70,000 with potential of an additional \$55,000.

Council Member Whalen proposed an amendment that would pass the existing ordinance as is with the stipulation that over any consecutive three year period, no more than 20 percent of the funds could be spent on moderate income households.

Mayor Regan Gonzalez asked if there would be any unintended impacts regarding the amendment.

Director Stark explained it is difficult to know. It may cause some issues when multiple housing units are developed in one year.

Council Member Supple expressed concern with an impromptu amendment.

Council Member Trautmann appreciated the spirit but feels more comfortable with moving forward with the supermajority option.

Council Member Garcia supports the original language to avoid being boxed in and would like to have the option to alter language later if necessary.

M/Supple, S/Trautmann to approve an ordinance establishing an affordable housing trust fund with the modification that any funding placed in the trust fund to serve moderate income households be approved by supermajority or four out of five Council Members.

Council Member Whalen expressed support as this is important work concerning the pandemic. He requested that very low and low income households are prioritized in the future.

Executive Analyst Martinez Gavina took roll call vote:

Regan Gonzalez: AYE Supple: AYE Trautmann: AYE Garcia: AYE Whalen: AYE

Motion carried 5-0

M/Supple, S/Garcia to adopt a resolution approving a summary publication of a modified ordinance establishing an affordable housing trust fund

#### RESOLUTION NO. 11742 RESOLUTION APPROVING SUMMARY PUBLICATION OF AN ORDINANCE ESTABLISHING AN AFFORDABLE HOUSING TRUST FUND

Executive Analyst Martinez Gavina took roll call vote:

Regan Gonzalez: AYE Supple: AYE Trautmann: AYE Garcia: AYE Whalen: AYE

Motion carried 5-0

# Item #5 CONSIDER A RESOLUTION REQUESTING AN ADVANCE PAYMENT OF 2020-2024 MUNICIPAL STATE AID (MSA) STREET FUNDS TO COLLECT FUNDS AVAILABLE FROM THE COMPLETION OF ELIGIBLE PAST PROJECTS (STAFF REPORT NO. 61)

Mayor Regan Gonzalez presented staff report 61.

Director Asher discussed how the funds will be allocated and the amount of funds the city is eligible to receive.

M/Regan Gonzalez, S/Whalen to adopt a resolution authorizing an advance of 2020-2024 municipal state aid street funds.

RESOLUTION NO. 11741 RESOLUTION AUTHORIZING AN ADVANCE OF 2020-2024 MUNICIPAL STATE AID STREET FUNDS

Mayor Regan Gonzalez thanked staff for being prudent in finding ways to fund projects without having the costs fall on the residents.

Executive Analyst Martinez Gavina took roll call vote:

Regan Gonzalez: AYE Supple: AYE Trautmann: AYE Garcia: AYE Whalen: AYE

Motion carried 5-0

City Manager Rodriguez spoke on the following items:

- City Manager Order 20-01 to allow restaurants permits for additional outdoor seating.
- Discussion with youth associations regarding field rentals for the summer.
- Deputy Registrar office is attempting to open for appointments.
- Equity Proclamation coverage in the Star Tribune.
- Resident complaints regarding the Governor's orders during the pandemic.

Council Member Trautmann thanked City Manager Rodriguez and staff for the quick turnaround on getting the order out and available to residents.

Mayor Regan Gonzalez also thanked staff for all their work and taking time for phone calls. She appreciates staff doing an exceptional job to help alleviate stress from not only staff but residents as well.

ltem #7	CLAIMS AND PAYROLL

M/Garcia, S/Trautmann that the following claims and payrolls be approved:

U.S. Bank	05/26/2020
A/P Checks 287274 - 287960	\$ 1,376,920.07
Payroll: 154332 - 154593	 642,592.17
TOTAL	\$ 2,019,512.24

Executive Analyst Martinez Gavina took roll call vote:

Regan Gonzalez: AYE Supple: AYE Trautmann: AYE Whalen: AYE Garcia: AYE

Motion carried 5-0

ltem #8	HATS OFF TO HOMETOWN HITS
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Council Member Garcia congratulated Dr. Jenkins on his accolades and is proud he is a Richfield resident. She commented on how he is the definition of perseverance.

Council Member Whalen mentioned how difficult this year's Ramadan has been and hoped residents who observe it were able to celebrate. He then expressed excitement on the opening of the Wood Lake Boardwalk. The improvements were much needed and greatly appreciated. He also spoke of all the great work the Recreation Department and how quickly they have pivoted to provide virtual programming for residents.

Council Member Supple congratulated Omar McMillan on making it to the final round for Teacher of the Year and how grateful the community is to have him. She also commended Dr. Jenkins on his accomplishments. She then expressed appreciation for all the volunteers who put on the Memorial Day program. She also applauded Director Asher and her staff for all they do in the community. Council Member Trautmann echoed excitement on the opening of the Wood Lake Boardwalk and encouraged residents to continue using masks and maintain social distancing. He then reminded residents of the opportunity to become a member of Friends of Wood Lake. There will be a membership drive happening in the near future. He also commended Coach Omar McMillan on making it to the top ten Teacher of the Year. Council Member Trautmann congratulated Director Asher and all Public Works employees for the wonderful work they do every day.

Mayor Regan Gonzalez applauded the collaboration and foresight of the great leaders Richfield currently has and has had in the past. She also thanked all the volunteers and veterans that assisted with the virtual Memorial Day program. She then commended Director Asher and staff for all their work and keeping Richfield's best interest in mind.

Item #10 ADJOURNMENT

The meeting was adjourned by unanimous consent at 8:11 p.m.

Date Approved: June 9, 2020

Maria Regan Gonzalez Mayor

Kelly Wynn Senior Office Assistant Katie Rodriguez City Manager



# Proclamation of the City of Richfield

**WHEREAS**, Pride Month is the positive stance against discrimination and violence toward individuals who identify as lesbian, gay, bisexual, transgender, queer, intersex and asexual (LGBTQIA) and celebrates sexual and gender identities; and

**WHEREAS**, the Richfield City Council and staff identified celebrating diversity and being equitable as core values, recognizing that our diverse culture is one of our greatest strengths and assets; and

**WHEREAS**, the month of June was chosen for LGBTQIA Pride Month to commemorate the Stonewall riots, which occurred in June 1969 and became a catalyst for the LGBTQIA rights movement; and

**WHEREAS**, LGBTQIA people have made, and continue to make, great and lasting contributions to the city of Richfield and to the greater community; and

**WHEREAS**, while the LGBTQIA rights movements has achieved great progress, there remains more progress to be had; and

**WHEREAS**, the Richfield Human Rights Commission supported this proclamation at its May 5, 2020, meeting and recommended the Richfield City Council do the same; and

Now, THEREFORE, I, Maria Regan Gonzalez, mayor of Richfield, on behalf of the Richfield City Council, do hereby proclaim the month of June 2020 as LGBTQIA Pride Month in the City of Richfield and call on the people of Richfield to observe this month with appropriate programs, activities, and ceremonies, and continue to honor the contributions of LGBTQIA residents throughout the year.

**PROCLAIMED** this 6<sup>th</sup> day of June , 2020.

Maria Regan Gonzalez, Mayor

AGENDA SECTION: AGENDA ITEM # CONSENT CALENDAR

5.A.



# STAFF REPORT NO. 65 CITY COUNCIL MEETING 6/9/2020

REPORT PREPARED BY: Blanca Martinez Gavina, Exc. Aid Analyst

DEPARTMENT DIRECTOR REVIEW:

OTHER DEPARTMENT REVIEW:

CITY MANAGER REVIEW:

Katie Rodriguez, City Manager 6/3/2020

# **ITEM FOR COUNCIL CONSIDERATION:**

Consider the adoption of a resolution authorizing acceptance of a donation of \$5,000 to the city of Richfield from The Minneapolis Foundation.

# EXECUTIVE SUMMARY:

The Minneapolis Foundation created funds to support the complete count of municipalities across the state. The application process consisted of a review of Richfield's census count plan and other relevant information.

During the application it was noted that Richfield is home to a thriving and robust diverse community, and that the grant would support the ongoing outreach, education and engagement of the city's traditionally undercounted communities specifically immigrant, non-English speakers, renters, under-served and communities of color.

The city of Richfield's recent census outreach and engagement, focused on dispelling myths around data privacy and the previously proposed citizenship question. Many residents, especially those from the immigrant community, are unwilling to participate or trust governmental officials regarding census issues. The lack of trust from the community requires additional culturally competent approaches and resources to both establish rapport and build relationships to ensure a complete count.

Again, engaging, organizing and reaching out to traditionally under counted communities require both funds and time to bring forth the voices of historically under counted communities.

# **RECOMMENDED ACTION:**

By motion, adopt a resolution authorizing acceptance of a donation of \$5,000 to the City of Richfield for the Richfield Counts Census Campaign from the Minneapolis Foundation.

# **BASIS OF RECOMMENDATION:**

# A. HISTORICAL CONTEXT

See executive summary.

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

The proposed Richfield Counts Campaign furthers the goal of the city's Core Values of being equitable and celebrating diversity.

#### C. CRITICAL TIMING ISSUES:

- This grant was received in 2019/2020 and should be formally accepted as soon as possible.
- Funds have been made available to the City of Richfield.

#### D. FINANCIAL IMPACT:

The Minneapolis Foundation donated \$5,000 to the city of Richfield. The funds will be used to support the Richfield Counts Census Campaign.

#### E. LEGAL CONSIDERATION:

N/A

#### ALTERNATIVE RECOMMENDATION(S):

N/A

#### PRINCIPAL PARTIES EXPECTED AT MEETING:

#### ATTACHMENTS:

Description

Resolution of 2020 Census

Type Resolution Letter

# **RESOLUTION NO. 11743**

# RESOLUTION AUTHORIZING ACCEPTANCE OF A DONATION RECEIVED BY THE MINNEAPOLIS FOUNDATION AND TO AUTHORIZE THE CITY OF RICHFIELD TO ADMINISTER THE FUNDS IN ACCORDANCE WITH THE UPDATED CENSUS OUTREACH PLAN

WHEREAS, Minnesota Statute 465.03 reads in part as follows:

Any city, county, school district or town may accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor. Nothing herein shall authorize such acceptance or use for religious or sectarian purposes. Every acceptance shall be by resolution of the Council adopted by two-thirds majority of its members, expressing such terms in full, and

**WHEREAS,** the City of Richfield has received grants and donations as described below:

\$5,500 from the Minneapolis Foundation for funding the 2020 Richfield Counts Census Campaign

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

That the City of Richfield hereby accepts the donations as listed above, received in 2020, and authorizes the City of Richfield to administer the funds in accordance with the 2020 Richfield Counts Census Campaign guidelines.

Adopted by the City Council of the City of Richfield, Minnesota this 9<sup>th</sup> Day of June, 2020.

ATTEST:

Maria Regan Gonzalez, Mayor

Elizabeth VanHoose, City Clerk

AGENDA SECTION: AGENDA ITEM # CONSENT CALENDAR

5.B.



# STAFF REPORT NO. 66 CITY COUNCIL MEETING 6/9/2020

REPORT PREPARED BY: B

Blanca Martinez Gavina

DEPARTMENT DIRECTOR REVIEW:

OTHER DEPARTMENT REVIEW:

CITY MANAGER REVIEW:

Katie Rodriguez, City Manager 6/4/2020

# **ITEM FOR COUNCIL CONSIDERATION:**

Consider a ratification of the Mayor's May 29, 2020 Proclamation of a Civil Emergency and establishment of a city-wide curfew pursuant to City Code subsection 900.21 and all Supplemental Orders extending such curfew and rescind the current state of civil emergency.

# **EXECUTIVE SUMMARY:**

On May 29, 2020 Mayor Regan Gonzalez declared a Civil Emergency due to the following events:

1. The cities of Minneapolis and St. Paul, Minnesota, experienced widespread civil unrest since at least May 26, 2020.

2. Said civil unrest included violent and destructive acts that have placed public safety at risk and resulted in near catastrophic property damage.

3. The City of Richfield geographically borders Minneapolis and is in close proximity to St. Paul.

4. Reports and observations of local law enforcement personnel and emergency first responders established that as of May 28, 2020, incidents of said civil unrest were observed within the City of Richfield.

5. The law enforcement personnel and emergency first responders for the City of Richfield expected violent and destructive acts of civil unrest to continue and escalate without invocation of certain portions of the City's emergency management plan.

# **RECOMMENDED ACTION:**

By motion: ratify the Mayor's May 29, 2020 Proclamation of a Civil Emergency and establishment of a city-wide curfew pursuant to City Code subsection 900.21 and all Supplemental Orders extending such curfew and rescind the current state of civil emergency.

# **BASIS OF RECOMMENDATION:**

# A. HISTORICAL CONTEXT

See executive summary.

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

The following ordinances have been taken into consideration when ratifying the proclamation that established the civil emergency:

**Subd. 3.** <u>Proclamation of civil emergency.</u> The Mayor is empowered to declare the existence of a civil emergency as defined in this subsection. Upon such declaration, the Mayor may issue supplemental orders she deems necessary to effectuate the purposes of this subsection, including, but not limited to, the following:

(a) An order for a general curfew applicable to geographical areas of the City or to the City as a whole that she deems advisable and applicable during such hours of the day or night as she deems necessary in the interest of public safety and welfare;

**Subd. 4.** <u>Action of City Council.</u> As orders issued by the Mayor pursuant to subdivision 3 of this subsection shall be in force until the next regular meeting of the Council, or special meeting if duly called, at which time the Council shall review all actions of the Mayor made in accordance with this subsection and either ratify or disaffirm each action.

#### C. CRITICAL TIMING ISSUES:

Due to the continued civil unrest it is of critical importance that proclamation is ratified to maintain the safety and well being of the city Richfield.

#### D. FINANCIAL IMPACT:

None.

#### E. LEGAL CONSIDERATION:

City Attorney Mary Tietjen provided advice on the ratification of the May 29,2020 proclamation.

## ALTERNATIVE RECOMMENDATION(S):

N/A

#### PRINCIPAL PARTIES EXPECTED AT MEETING:

AGENDA SECTION:

PROPOSED ORDINANCES

AGENDA ITEM #

6.

# **STAFF REPORT NO. 67 CITY COUNCIL MEETING** 6/9/2020

Matt Brillhart, Associate Planner REPORT PREPARED BY: DEPARTMENT DIRECTOR REVIEW: John Stark, Community Development Director 6/4/2020

OTHER DEPARTMENT REVIEW:

CITY MANAGER REVIEW:

Katie Rodriguez, City Manager 6/4/2020

# **ITEM FOR COUNCIL CONSIDERATION:**

Consider approval of the first reading of an ordinance rezoning property on the northeast corner of Lyndale Avenue and 64th Street (6345 Lyndale Avenue South and 600 64th Street West, generally) as Planned Mixed Use (PMU) and schedule a second reading for July 14, 2020.

# **EXECUTIVE SUMMARY:**

North Bay Companies (Developer) submitted land use applications for a planned unit development (PUD) consisting of a new five-story, 82-unit building on 64th Street, and renovations to an existing 22-unit building at 6345 Lyndale Avenue South. The development site consists of five (5) current lots, including the aforementioned apartment building to be preserved, three duplexes and one single-family home that would be removed to make way for the proposed 82-unit building.

The site is located in what has been known as the Lakes at Lyndale area. Since the late 1990s, the City has identified this area for reinvestment and/or redevelopment. Currently, four of the five properties are zoned and guided for medium to high density housing. The fifth property, the singlefamily home at 514 - 64th Street, is zoned and guided for single-family or low-density residential use. As part of their application, the Developer is requesting amendments to the Comprehensive Plan and Zoning designations of the site; requesting that the guiding district be changed to Mixed Use and the zoning to Planned Mixed Use. The Comprehensive Plan designates a large contiguous area just south of the development site as mixed use and a part of Richfield's downtown encompassing the greater 66th Street and Lyndale Avenue area. Changing the designation of this property to Mixed Use would represent a logical expansion of that area, eventually extending up Lyndale Avenue to the city limit at Crosstown as envisioned by the Lakes at Lyndale plan. The intent of the mixed use category is to create a vibrant, thriving city center.

The Planning Commission held a public hearing for the rezoning and proposed development on May 27. The Planning Commission voted unanimously to recommend approval of rezoning the property to PMU and to recommend approval of the development plans. This first reading of rezoning is an administrative requirement and does not obligate the Council to approve the ordinance upon second reading; nor does it obligate the Council to approve the specific development plans. A second reading and final development plans will be considered by the Council on July 14, 2020.



# **RECOMMENDED ACTION:**

By motion: Approve a first reading of an ordinance that amends Richfield Zoning Code Appendix I to designate Lots 3-8, Block 5, Lyndale Oaks Addition (to be re-platted as "Lot 1, Block 1, HENLEY 2") as Planned Mixed Use.

# **BASIS OF RECOMMENDATION:**

#### A. HISTORICAL CONTEXT

See Executive Summary.

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

- The Comprehensive Plan currently designates four of the five properties as 'Medium Density Residential.' The single-family home at the east end of the development is currently guided for 'Low Density Residential.' There is some indication that the apartment site should have been guided 'High Density Residential" and the current guidance was a clerical error. Allowable densities in these districts are as follows:
  - High Density: 35-100 dwelling units per acre
  - Medium Density: 8-34 dwelling units per acre
  - Low Density: 1-7 dwelling units per acre
- The existing apartment building is currently zoned High Density Multifamily (MR-3), the three duplexes are zoned Multifamily (MR-2) and the single family home is Single Family (R).
- In order to proceed, the Developer must consolidate the properties and request a single guiding and zoning district designation for the property in its entirety. Given the particulars of the project, staff has recommended a Mixed Use designation.
- The City's Comprehensive Plan designates a large contiguous area just south of the subject property as a mixed use downtown encompassing the greater 66th Street and Lyndale Avenue area. Changing the designation of the subject property to Mixed Use would represent a logical expansion of that area, eventually extending up Lyndale Avenue to Crosstown. The intent of the mixed use category is to create a vibrant, thriving city center that will serve as Richfield's downtown. The city center is to include a mix of residential, shopping, recreational and business uses. Densities vary throughout the downtown/Lakes at Lyndale area. At 78 units per acre, the proposed development falls in about the middle of the range.
- The proposed Zoning District is Planned Mixed Use, with the underlying Mixed Use Neighborhood (MU-N) zoning district serving as a basis for code requirements.

# C. CRITICAL TIMING ISSUES:

- 60-DAY RULE: The 60-day clock started when a complete application was received on March 12, 2020. Due to the COVID-19 pandemic, the City notified the applicant that it was extending the deadline for issuing a decision by 60 additional days (120 days total). Under the 120-day clock, a decision would normally be required by July 10, 2020; the developer, however, has requested an extension to July 29, 2020.
- A second reading of the proposed ordinance is scheduled for July 14, 2020, alongside considerations of other land use applications.

# D. FINANCIAL IMPACT:

The required application fees have been paid.

#### E. LEGAL CONSIDERATION:

- A public hearing was held before the Planning Commission on May 27. Notice of the public hearing was published in the Sun Current Newspaper and mailed to properties within 500 feet of the site on May 14th.
- The Planning Commission voted unanimously to recommend approval of rezoning the properties to PMU and to recommend approval of the development plans.

### ALTERNATIVE RECOMMENDATION(S):

None.

#### PRINCIPAL PARTIES EXPECTED AT MEETING:

Representatives of North Bay Companies

# ATTACHMENTS:

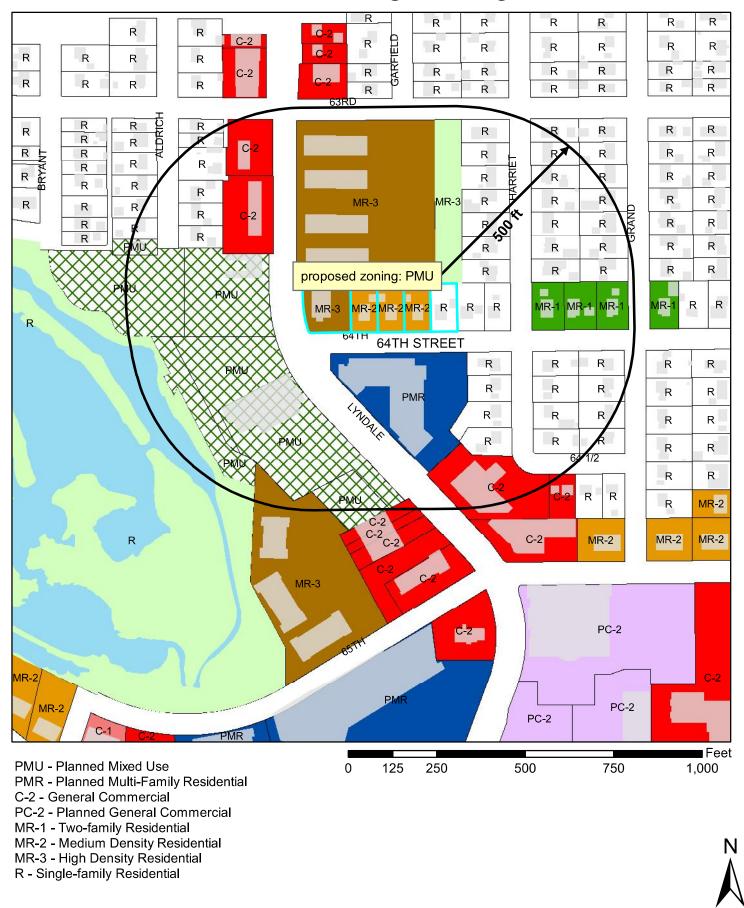
#### Description

- D Zoning maps
- D Plans Arch
- D Plans Civil

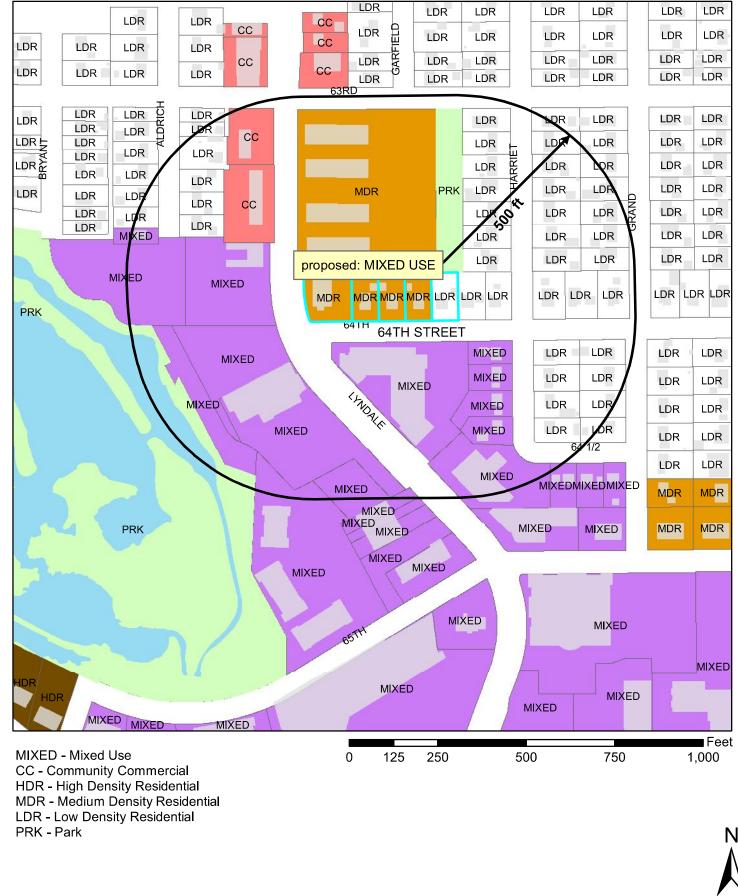
Туре

Backup Material Exhibit Exhibit

# 6345 Lyndale & 600 64th St - PUD 6/2020 Surrounding Zoning



# 6345 Lyndale & 600 64th St - PUD 6/2020 **Surrounding Comprehensive Plan**



I:\GIS\Community Development\Staff\Planning Tech\Projects\Henley II (6345 Lyndale-600 W 64th) - Z.mxd

I:\GIS\Community Development\Staff\Planning Tech\Projects\Henley II (6345 Lyndale-600 W 64th) - CP.mxd



# HENLEY II APARTMENTS, RICHFIELD, MINNESOTA

# **PROJECT NARRATIVE**

The proposed apartment building is located at the intersection of Lyndale Avenue S and 64th Street W in Richfield, MN. The site is currently zoned MR-2 Multi Family with a planned land use of Medium Density Residential according to the Richfield 2040 Comprehensive Plan. The development team proposes using the Mixed Use- Neighborhood (MU-N) guidelines as a basis for design for the proposed project. The 3-story apartment building and parking lot currently located at the corner of Lyndale and 64th will remain. The adjacent single-family house and 3 duplexes will be removed to allow for new construction.

The proposed project includes 82 new units (studios, 1BR, & 2BR) distributed over floors 1-5, with two levels of parking. The building provides ample amenity space for the residents at Level 1 and Level 5. The resident common space includes community kitchens, bike storage with maintenance equipment, fitness, and a furnished roof deck. 32 enclosed parking spaces are located below ground, 33 enclosed spaces are provided at the ground level, and 2 surface parking lots on the east and west of the building provide 25 and 27 spaces respectively. All the parking lots will be accessed from 64th Street. Large areas of green space are provided on the north and east side of the building. The 2BR unit at the ground floor will be ADA accessible with direct exterior access.

This building has a similar design language as the recently completed Henley Apartments, without replicating it exactly. In order to add to the vitality of the street life, large amounts of glazing face the main corner, as well as 64th Avenue. Sidewalks will be constructed on the north side of 64th Avenue to improve pedestrian experience and will ultimately connect to a proposed southern entrance to Garfield Park. Masonry is used a highquality material on the ground floor, while fiber cement panels, decorative metal siding, and lap siding are used in the upper floors. The metal panel is arranged in a weaving pattern to add visual interest to the main mass.

# **PROJECT RECAP**

Zoning Recap		
Current Primary Zoning:	MR-2 Multi Family	
Proposed Zoning:	Planned Mixed Use (MU-N as basis)	
Site	(110 14 43 54313)	
Total Area	58,299 (1.34 acres)	
Buildings Footprint (Existir Buildings Footprint (Propo <b>Total Building Footprint- 2</b>	sed)- 15,642 SF	
Impervious Site Area -42,6 Pervious Site Area - 15,698		
Building Area- 76,940 SF- New Construction *includes 21,302 SF of parking - 14,100 SF- Building to Remain		

Parcels: 2702824220084 2702824220083 2702824220082 2702824220081 2702824220080

# Unit Recap

Existing (6345 Lyndale Avenue S) Studios

New Construction (600 64th Street W) Studios 1BR 2 BR

## Total Units

Parking (New & Existing) Parking Required Units \*1.25 10% for transit

Parking Provided

**Building Height** Proposed

22

56 25 1 (Accessible)

#### 104

117 Stalls 130 stalls -13 stalls

117 Stalls

5 Stories, 58'-8"



# NORTHBAY

# PLANNING & ZONING APPLICATION

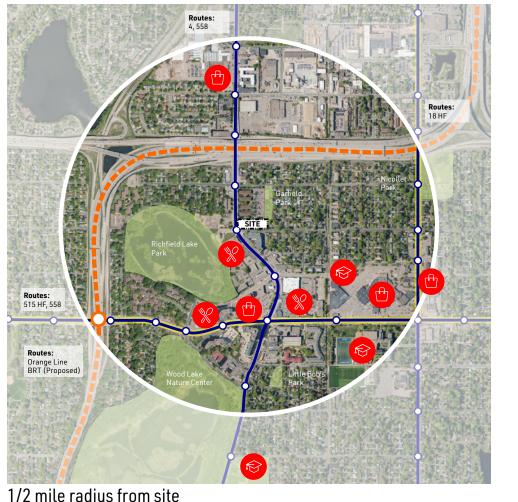
04.10.2020

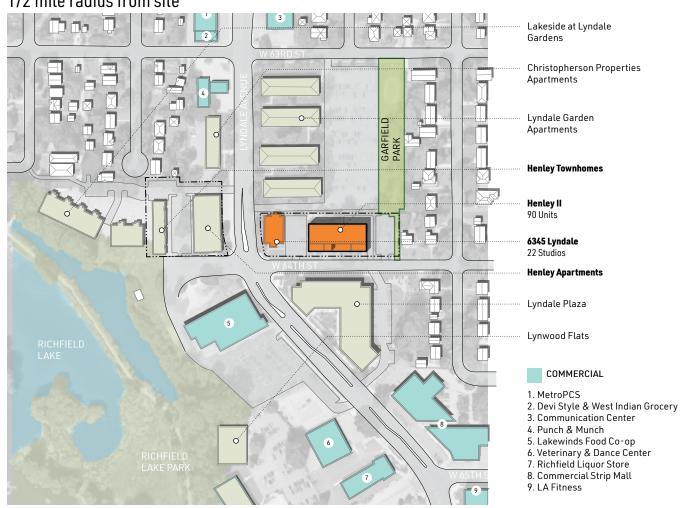
# Henley II **Apartments**

600 64th Street W Richfield, Minnesota

19-060.00

# **Project Information**





Neighborhood Context

ZONING

is Routes

Bus Routes

Parks

(High Frequency)

Future BRT Line

The Planned Mixed-Use district, with a MU-N as a basis for design, matches closest with the project's goals. As described in the city planning, this project is located at an important transit node and provides high density housing along arterial streets. The project encourages alternate modes of transportation due to its proximity to existing and future transit infrastructure. As seen on the diagram to the left, high frequency bus transit, as well as a proposed Bus Rapid Transit (BRT) line, connect the development to the larger community. Dedicated bike lanes on Lyndale Avenue and 66th Street also lend themselves to development that uses alternate modes of transportation. Ample shopping and dining opportunities surround the proposed site which makes it ideal for a higher density housing project, as exemplified by the recent completion of the Henley Apartments & Townhouses, as well as the Lakeside at Lyndale Gardens project.

The project also enhances pedestrian connections in the Lyndale Garden area by providing sidewalks that connect to existing infrastructure such as providing Garfield Park a southern entrance and creating sidewalks on the north side of 64th Street. To emphasize the pedestrian and bicycle connections, active uses are placed at the first floor to enliven the street. Generous amounts of landscaping are provided throughout to decrease impervious surfaces, as well as to act as a buffer to the singlefamily residences to the east. The project is able to achieve many of the Comprehensive Plan goals, while protecting affordable housing at 50% of the Area Median Income.

The proposed project complies with the requirements under the Mixed Use Neighborhood (MU-N) guidance. All standards are met in terms of building height, building coverage, impervious surfaces, open space, setbacks, car and bike parking, lighting, architectural standards, and pedestrian and bicycle circulation. One slight variance is requested on the western parking lot reducing the parking lot setback from 8'-0" to 7'-0". The proposed parking lot is still setback significantly more than its current location which is directly over the property line.

# **IMPACT ON CURRENT RESIDENTS**

Throughout the initial design process, the development team has addressed many of the concerns suggested by neighbors and city officials. At the suggestion of staff, a southern entrance to Garfield Park was included with decorative landscaping to improve the pedestrian experience. This landscaping strip will also act as a buffer between the higher density project and the adjacent single-family houses. At the request of neighbors, the massing was revised to step down from five stories to four stories at the eastern side of the project. The unit mix was also revised to provide less studios but provide large units including a full ADA accessible 2BR unit on the ground floor. During construction, active steps will be taken to lessen the impact on surrounding neighbors such as staggering construction time of parking lots to avoid having people park on the street.

An important aspect of the project is retaining as many of the existing tenants as possible while improving the common areas and units of the building on the corner of the site. Improvements to the exterior of the building are shown later in the application, but they include an improved entrance, upgraded windows for energy efficiency, exterior lighting, and improvements to the pedestrian realm such as new sidewalks and additional landscaping. The units will receive new paint, and updated cabinetry in the kitchens. Lighting would also be addressed to make the building more energy efficient. To avoid displacement during construction in the units, the contractor will work with the residents to perform the work when they are not in their unit. Relocation within the building will also be considered to units that have already been completed. Parking will always be provided for the residents on site even when the existing parking lot is being renovated. With all the improvements, the units will still remain affordable at 50% of the Area Median Income.



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# PLANNING & ZONING APPLICATION

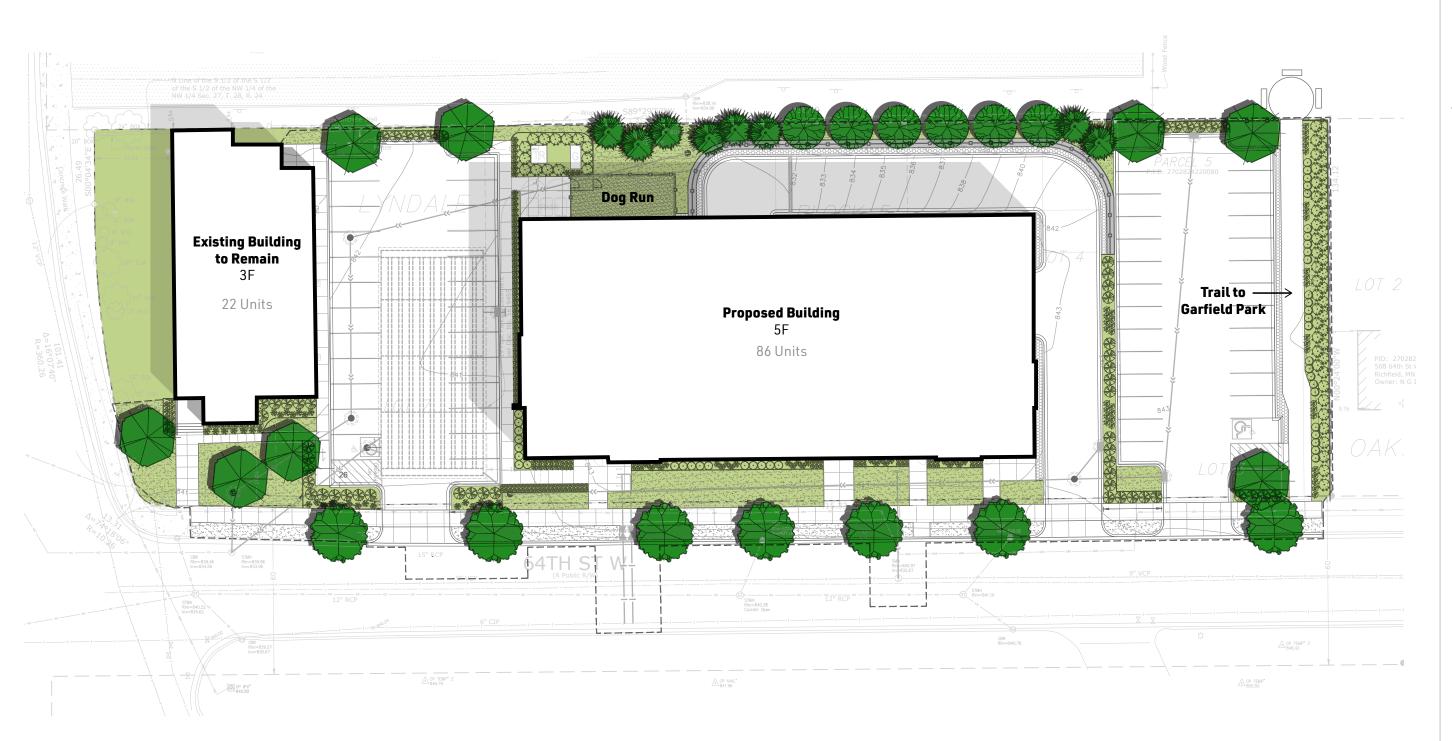
04.10.2020

# Henley II Apartments

600 64th Street W Richfield, Minnesota

19-060.00

# **Project Overview**



#### **IMPERVIOUS AREA TOTALS**

Total Area

Impervious Site Area -42,601 SF Pervious Site Area - 15,698 SF

58,299 (1.34 acres)

73% 27%





# NORTHBAY

# PLANNING & ZONING APPLICATION

04.10.2020

# Henley II **Apartments**

600 64th Street W Richfield, Minnesota

19-060.00

# Landscaped Areas



VIEW FROM SOUTH



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# PLANNING & ZONING APPLICATION

04.10.2020

# Henley II

Apartments 600 64th Street W Richfield, Minnesota

19-060.00

# Rendering



PROGRAM DETAIL VIEW



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# PLANNING & ZONING APPLICATION

04.10.2020

# Henley II

Apartments 600 64th Street W Richfield, Minnesota

19-060.00

# Rendering



GARFIELD PARK TRAIL



NORTHBAY

# PLANNING & ZONING APPLICATION

04.10.2020

# Henley II

Apartments 600 64th Street W Richfield, Minnesota

19-060.00

# Rendering

# PROPOSED UPDATES



# **PROPOSED UPDATES**

As part of the project, the existing building at the corner of Lyndale Avenue and 64th St will remain. The following are minor improvements proposed for the property.

- Entrance Canopy
   Upgraded Windows
   Landscaping

- 4. Sidewalks 5. Exterior Lighting



EXISTING BUILDING





PLANNING & ZONING APPLICATION

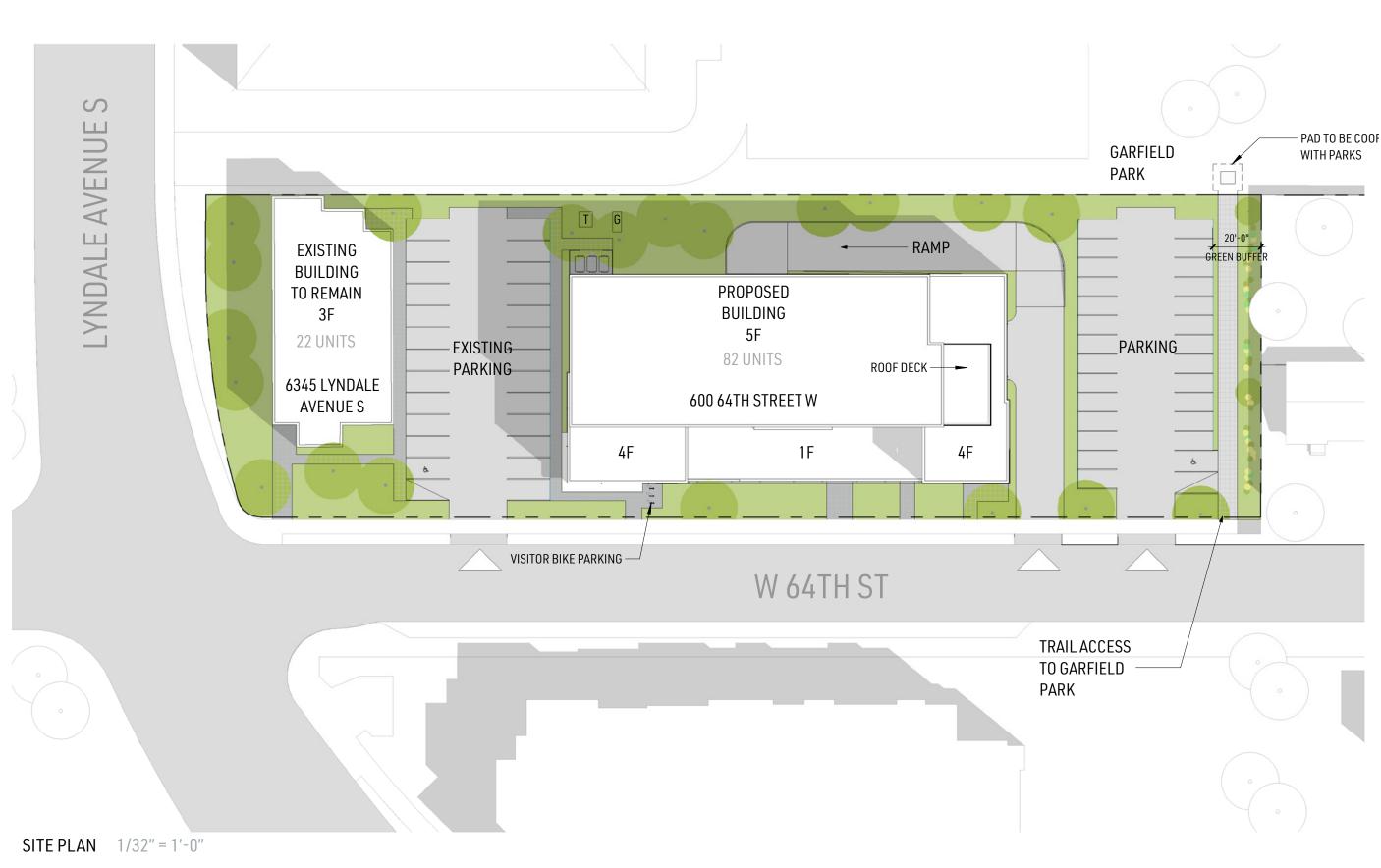
04.10.2020

# Henley II **Apartments**

600 64th Street W Richfield, Minnesota

19-060.00

# Existing Building Renovations





# NORTHBAY

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04.10.2020

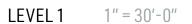
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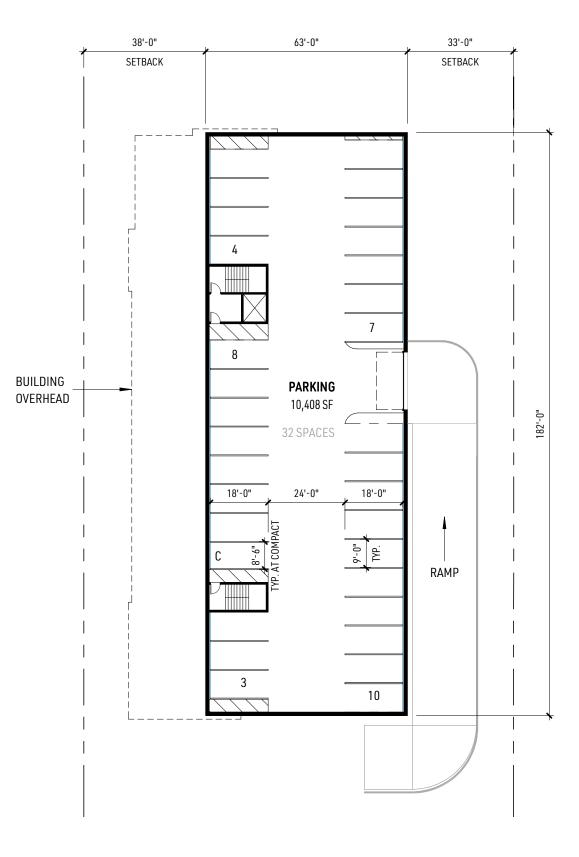
600 64th Street W Richfield, Minnesota

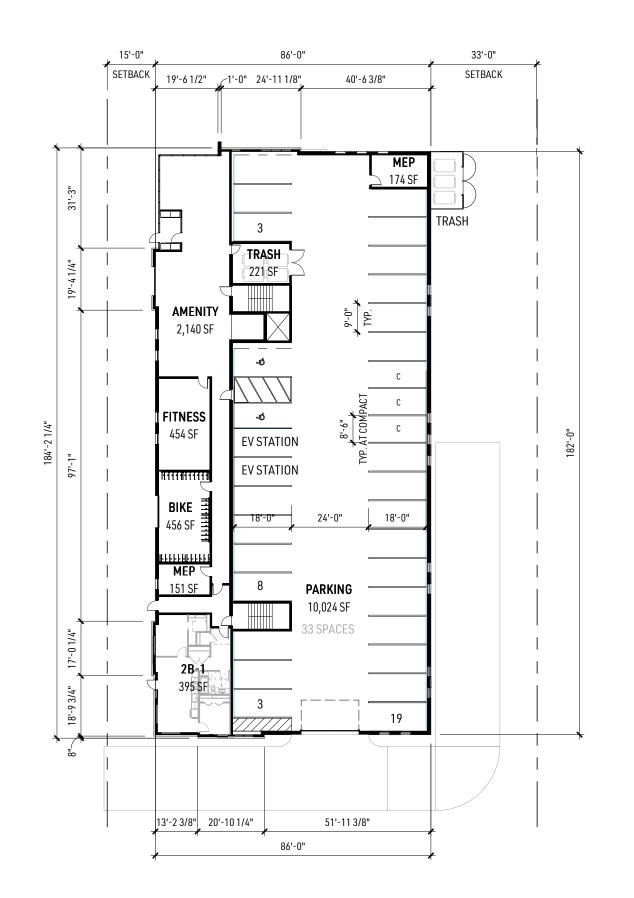
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Site Plan











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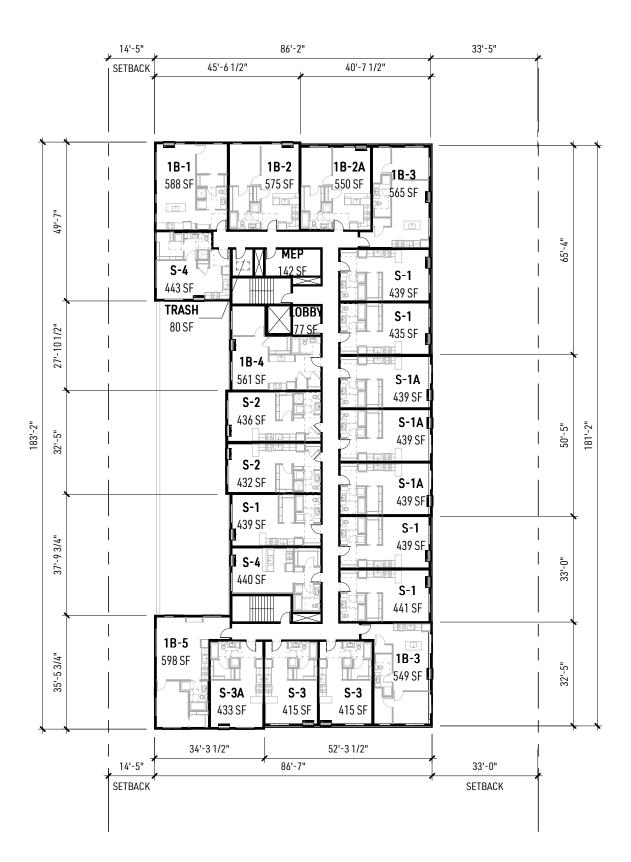
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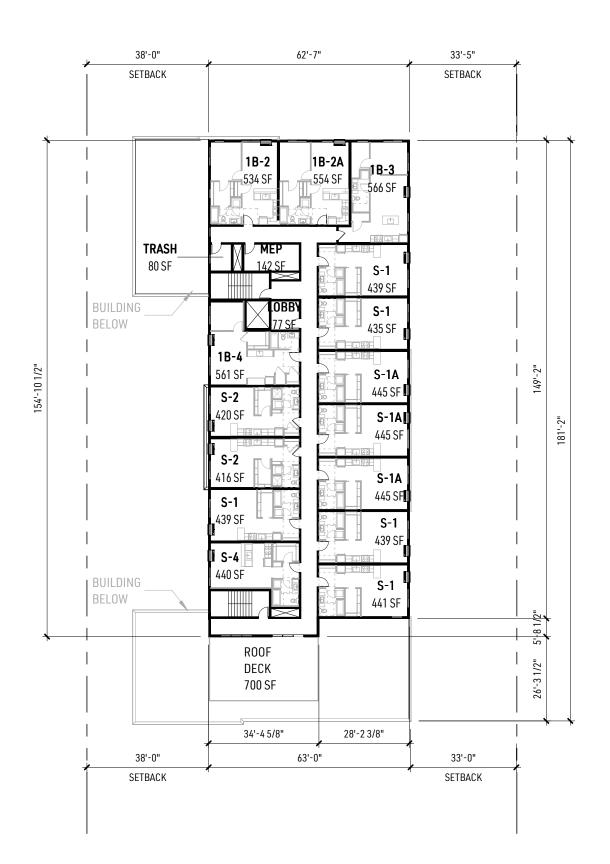
600 64th Street W Richfield, Minnesota

19-060.00

Floor Plans







# LEVEL 5

VEL 5 1" = 30'-0"

LEVEL 2-4

1"=30'-0"



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04.10.2020

# Henley II Apartments

600 64th Street W Richfield, Minnesota

19-060.00

Floor Plans





WEST ELEVATION 1'' = 20'-0''



SOUTH ELEVATION 1'' = 20'-0''



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PLANNING & ZONING APPLICATION

04.10.2020

CORRUGATED METAL WITH WOVEN PATTERN

- ROOFTOP PATIO

- FIBER CEMENT PANEL COLOR 1

FIBER CEMENT PANEL COLOR 2

- METAL C CHANNEL

ARCHITECTURAL CONCRETE BRICK Henley II Apartments

600 64th Street W Richfield, Minnesota

19-060.00

# Exterior Elevations

# NORTH ELEVATION 1'' = 20'-0''



# EAST ELEVATION 1'' = 20'-0''





NORTHBAY

# PLANNING & ZONING APPLICATION

04.10.2020

# CORRUGATED METAL WITH WOVEN PATTERN

LAP SIDING

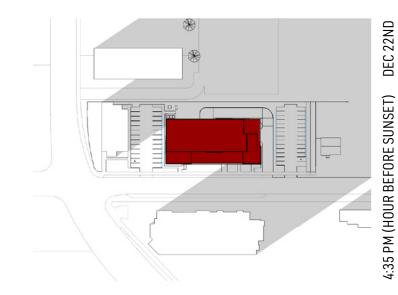
#### - ARCHITECTURAL CONCRETE BRICK

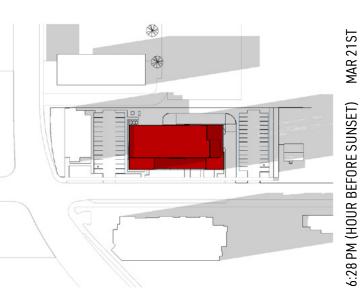
# Henley II Apartments

600 64th Street W Richfield, Minnesota

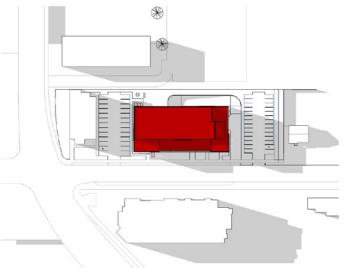
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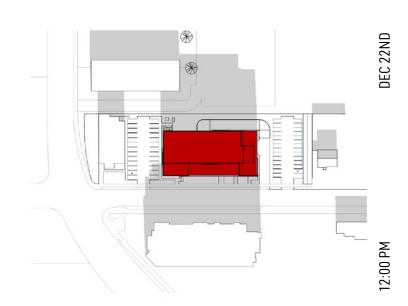
# Exterior Elevations

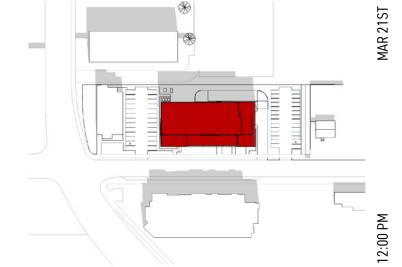


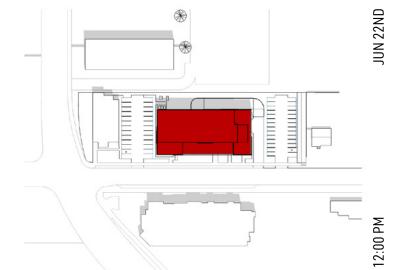


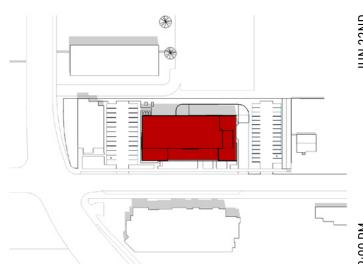










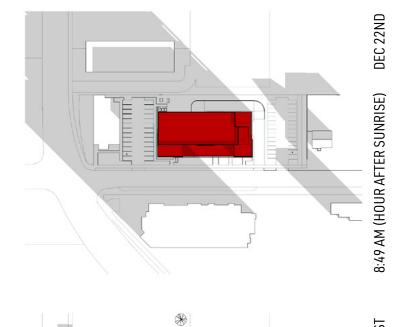


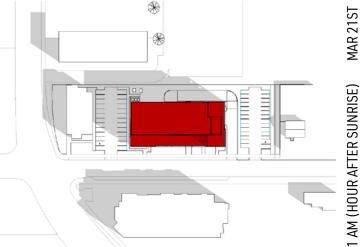






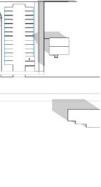






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9:11 AM (HOUR AFTER SUNRISE)

6:26 AM (HOUR AFTER SUNRISE)

JUN 21ST

THUTH

JUN 22ND 8:03 PM (HOUR BEFORE SUNSET)



# NORTHBAY

# PLANNING & ZONING APPLICATION

04.10.2020

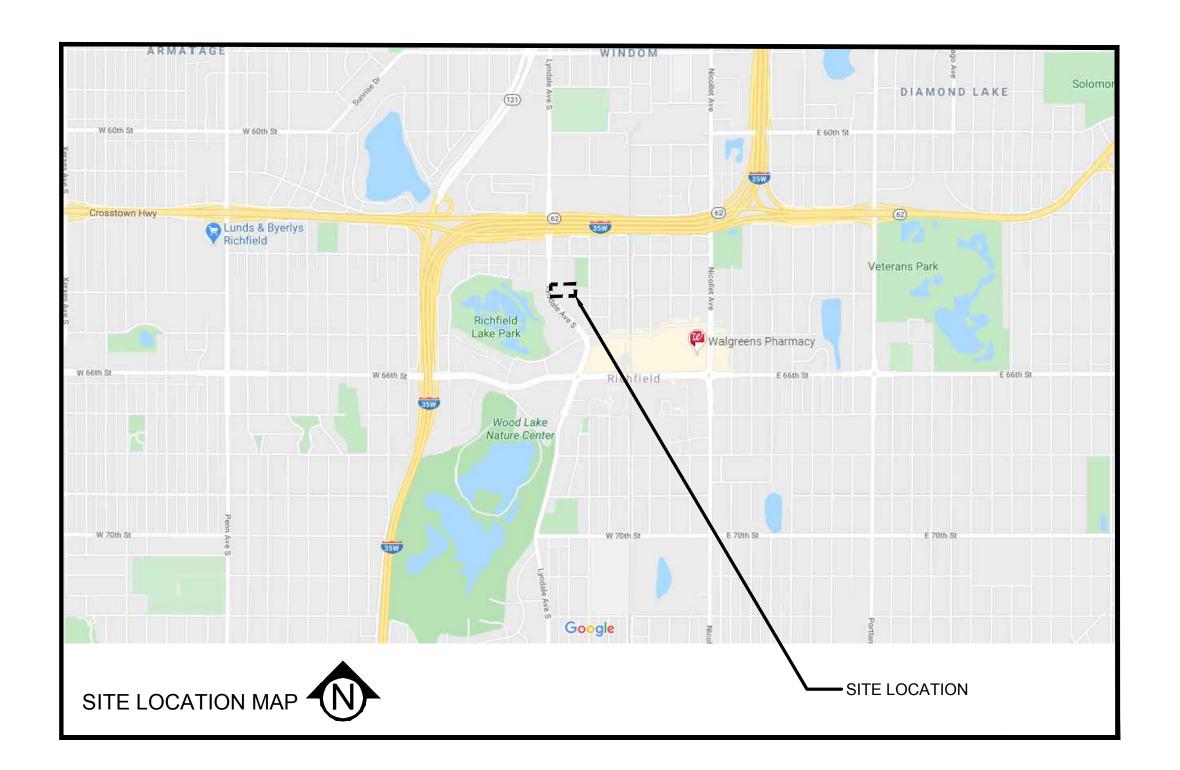
# Henley II **Apartments**

600 64th Street W Richfield, Minnesota

19-060.00

Shadow Study

# HENLEY II RICHFIELD, MINNESOTA ISSUED FOR: CITY RESUBMITTAL



# ARCHITECT:

DJR ARCHITECTURE INC. 333 WASHINGTON AVENUE NORTH SUITE 201 UNION PLAZA MINNEAPOLIS, MN 55401 CONTACT: SCOTT NELSON SNELSON@DJR-INC.COM

# DEVELOPER / PROPERTY OWNER:

NORTH BAY COMPANIES 2316 4TH AVE S MINNEAPOLIS, MN 55404

# ENGINEER / LANDSCAPE ARCHITECT:

CIVIL SITE GROUP 4931 W 35TH STREET SUITE 200 ST LOUIS PARK, MN 55416 CONTACT: NATE DINGELS 612-615-0060

# SURVEYOR:

CIVIL SITE GROUP 4931 W 35TH STREET SUITE 200 ST LOUIS PARK, MN 55416 CONTACT: RORY SYNSTELIEN 612-615-0060

GEOTECHNICAL ENGINEER:

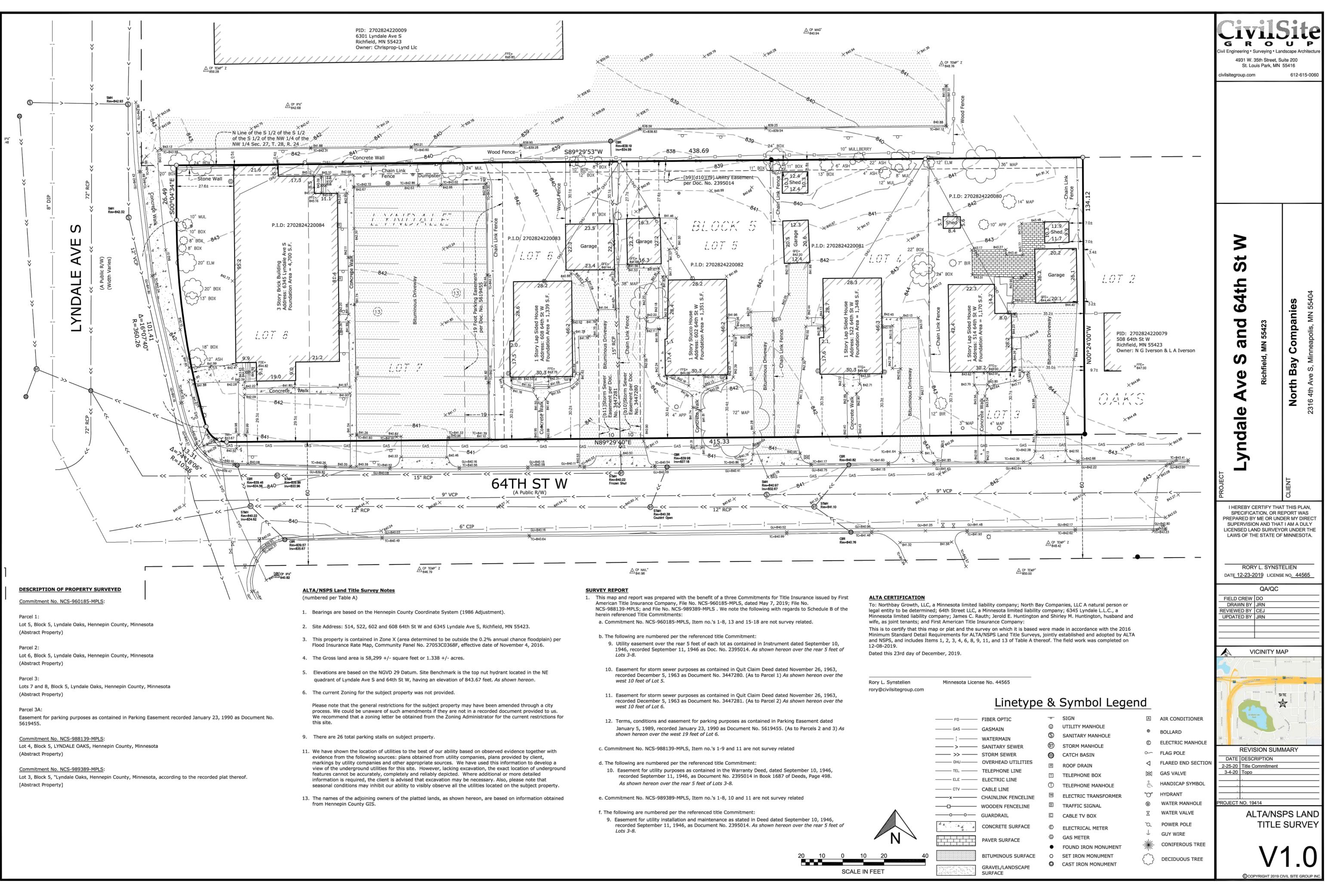
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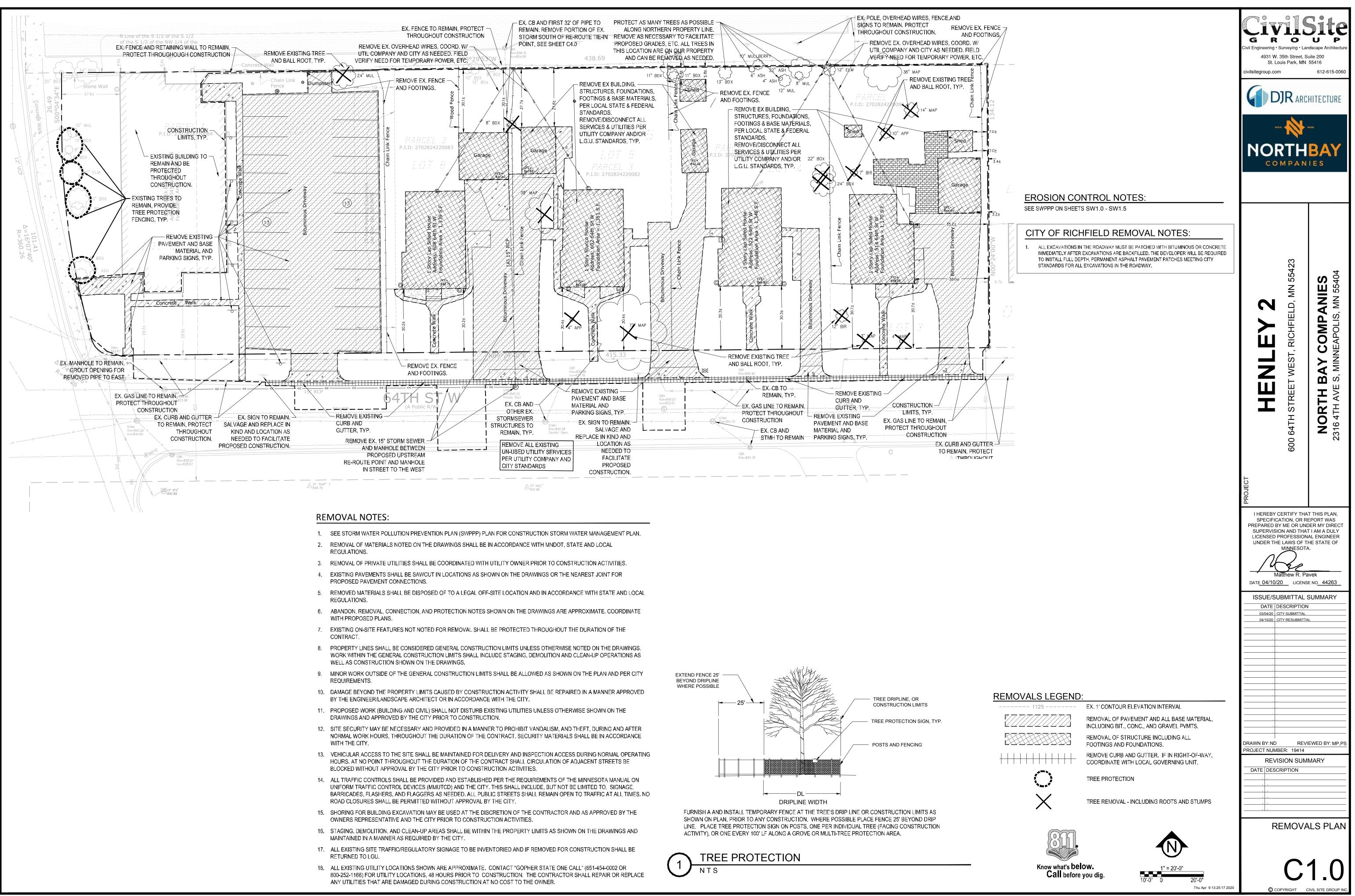
Know what's **below. Call** before you dig.

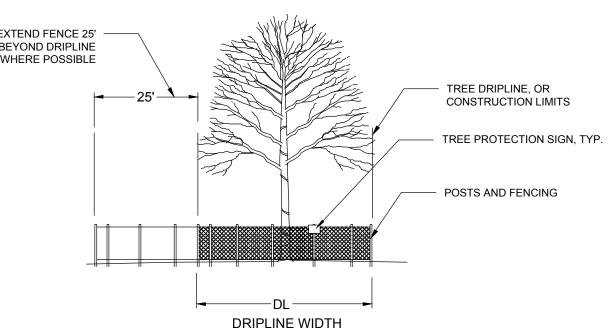
	4931 V St. civilsitegroup.cc	V. 35th Street, S Louis Park, MN om	55416 612-615-0060 HITECTURE
	HENLEY 2	600 64TH STREET WEST, RICHFIELD, MN 55423	<b>NORTH BAY COMPANIES</b> 2316 4TH AVE S, MINNEAPOLIS, MN 55404
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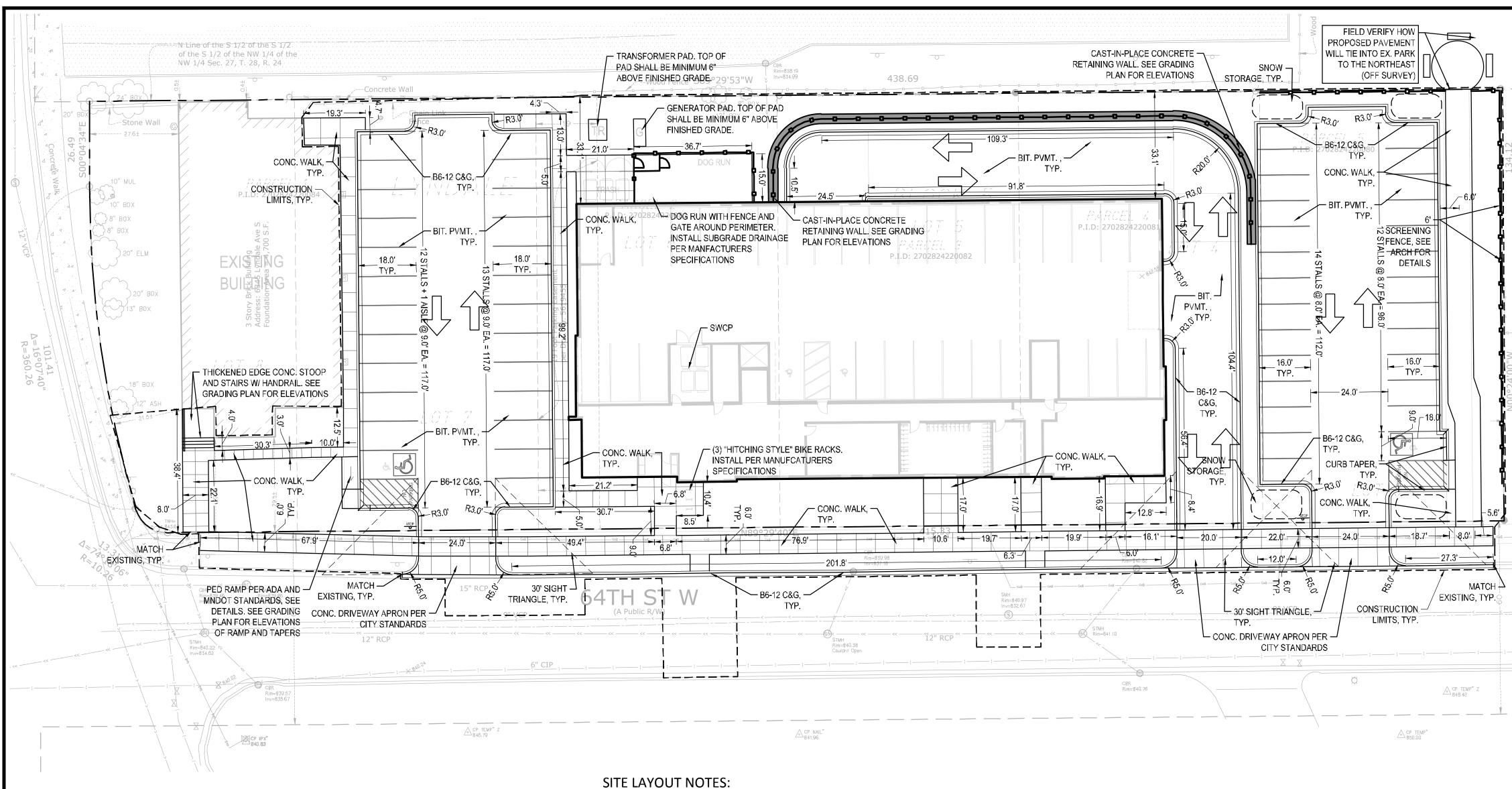
	SHEET INDEX	
SHEET NUMBER	SHEET TITLE	
C0.0	TITLE SHEET	
V1.0	SITE SURVEY	I —
C1.0	REMOVALS PLAN	
C2.0	SITE PLAN	I —
C2.1	VEHICLE TURNING MOVEMENTS	
C3.0	GRADING PLAN	I —
C4.0	UTILITY PLAN	
C5.0	CIVIL DETAILS	I —
C5.1	CIVIL DETAILS	
L1.0	LANDSCAPE PLAN	DRA
L1.1	LANDSCAPE PLAN NOTES & DETAILS	PRO
SW1.0	SWPPP - EXISTING CONDITIONS	
SW1.1	SWPPP - PROPOSED CONDITIONS	
SW1.2	SWPPP - DETAILS	
SW1.3	SWPPP - NARRATIVE	
SW1.4	SWPPP - ATTACHMENTS	
SW1.5	SWPPP - ATTACHMENTS	



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- STREET OPENING PERMIT.

- ARCHITECT.
- PREVIOUSLY APPROVED.
- REQUIREMENTS-SEE DETAIL.

- IMPROVEMENTS.

- SEE LANDSCAPE DOCUMENTS.

1. CONTRACTOR SHALL VERIFY LOCATIONS AND LAYOUT OF ALL SITE ELEMENTS PRIOR TO BEGINNING CONSTRUCTION. INCLUDING BUT NOT LIMITED TO, LOCATIONS OF EXISTING AND PROPOSED PROPERTY LINES, EASEMENTS, SETBACKS, UTILITIES, BUILDINGS AND PAVEMENTS. CONTRACTOR IS RESPONSIBLE FOR FINAL LOCATIONS OF ALL ELEMENTS FOR THE SITE. ANY REVISIONS REQUIRED AFTER COMMENCEMENT OF CONSTRUCTION, DUE TO LOCATIONAL ADJUSTMENTS SHALL BE CORRECTED AT NO ADDITIONAL COST TO OWNER. ADJUSTMENTS TO THE LAYOUT SHALL BE APPROVED BY THE ENGINEER/LANDSCAPE ARCHITECT PRIOR TO INSTALLATION OF MATERIALS. STAKE LAYOUT FOR APPROVAL.

2. THE CONTRACTOR SHALL OBTAIN ALL NECESSARY PERMITS PRIOR TO CONSTRUCTION, INCLUDING A RIGHT-OF-WAY AND

3. THE CONTRACTOR SHALL VERIFY RECOMMENDATIONS NOTED IN THE GEO TECHNICAL REPORT PRIOR TO INSTALLATION OF SITE IMPROVEMENT MATERIALS.

4. CONTRACTOR SHALL FIELD VERIFY COORDINATES AND LOCATION DIMENSIONS OF THE BUILDING AND STAKE FOR REVIEW AND APPROVAL BY THE OWNERS REPRESENTATIVE PRIOR TO INSTALLATION OF FOOTING MATERIALS.

5. LOCATIONS OF STRUCTURES, ROADWAY PAVEMENTS, CURBS AND GUTTERS, BOLLARDS, AND WALKS ARE APPROXIMATE AND SHALL BE STAKED IN THE FIELD, PRIOR TO INSTALLATION, FOR REVIEW AND APPROVAL BY THE ENGINEER/LANDSCAPE

6. CURB DIMENSIONS SHOWN ARE TO FACE OF CURB. BUILDING DIMENSIONS ARE TO FACE OF CONCRETE FOUNDATION. LOCATION OF BUILDING IS TO BUILDING FOUNDATION AND SHALL BE AS SHOWN ON THE DRAWINGS.

7. THE CONTRACTOR SHALL SUBMIT SHOP DRAWINGS OR SAMPLES AS SPECIFIED FOR REVIEW AND APPROVAL BY THE ENGINEER/LANDSCAPE ARCHITECT PRIOR TO FABRICATION FOR ALL PREFABRICATED SITE IMPROVEMENT MATERIALS SUCH AS, BUT NOT LIMITED TO THE FOLLOWING, FURNISHINGS, PAVEMENTS, WALLS, RAILINGS, BENCHES, FLAGPOLES, LANDING PADS FOR CURB RAMPS, AND LIGHT AND POLES. THE OWNER RESERVES THE RIGHT TO REJECT INSTALLED MATERIALS NOT

8. PEDESTRIAN CURB RAMPS SHALL BE CONSTRUCTED WITH TRUNCATED DOME LANDING AREAS IN ACCORDANCE WITH A.D.A.

9. CROSSWALK STRIPING SHALL BE 24" WIDE WHITE PAINTED LINE, SPACED 48" ON CENTER PERPENDICULAR TO THE FLOW OF TRAFFIC. WIDTH OF CROSSWALK SHALL BE 5' WIDE. ALL OTHER PAVEMENT MARKINGS SHALL BE WHITE IN COLOR UNLESS OTHERWISE NOTED OR REQUIRED BY ADA OR LOCAL GOVERNING BODIES.

10. SEE SITE PLAN FOR CURB AND GUTTER TYPE. TAPER BETWEEN CURB TYPES-SEE DETAIL.

11. ALL CURB RADII ARE MINIMUM 3' UNLESS OTHERWISE NOTED.

12. CONTRACTOR SHALL REFER TO FINAL PLAT FOR LOT BOUNDARIES, NUMBERS, AREAS AND DIMENSIONS PRIOR TO SITE

13. FIELD VERIFY ALL EXISTING SITE CONDITIONS, DIMENSIONS.

14. PARKING IS TO BE SET PARALLEL OR PERPENDICULAR TO EXISTING BUILDING UNLESS NOTED OTHERWISE.

15. ALL PARKING LOT PAINT STRIPPING TO BE WHITE, 4" WIDE TYP.

16. BITUMINOUS PAVING TO BE "LIGHT DUTY" UNLESS OTHERWISE NOTED. SEE DETAIL SHEETS FOR PAVEMENT SECTIONS. 17. ALL TREES THAT ARE TO REMAIN ARE TO BE PROTECTED FROM DAMAGE WITH A CONSTRUCTION FENCE AT THE DRIP LINE.

18. ALL EXISTING UTILITY LOCATIONS SHOWN ARE APPROXIMATE. CONTACT "GOPHER STATE ONE CALL" (651-454-0002 OR 800-252-1166) FOR UTILITY LOCATIONS, 48 HOURS PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL REPAIR OR REPLACE ANY UTILITIES THAT ARE DAMAGED DURING CONSTRUCTION AT NO COST TO THE OWNER.

# SITE AREA TABLE:

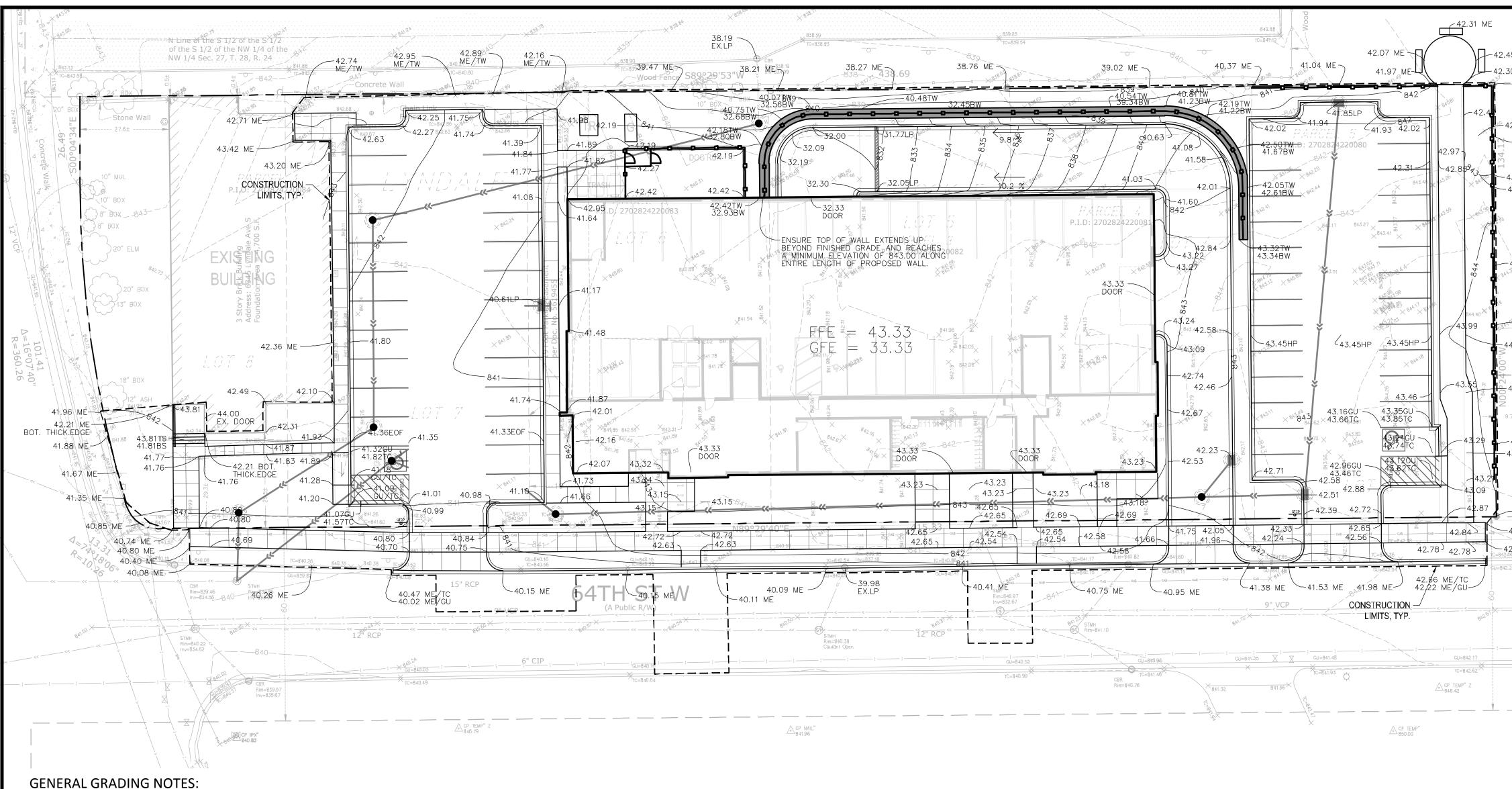
	EXISTING CO	DITION		PROPOSED CO	NDITION	
BUILDING COVERAGE	11,857 SF	20.3%		20,342 SF	34.9%	
ALL PAVEMENTS	17,747 SF	30.4%		23,636 SF	40.5%	
ALL NON-PAVEMENTS	28,695 SF	49.2%		14,321 SF	24.6%	<u>SITE</u>
TOTAL SITE AREA	58,299 SF	100.0%		58,299 SF	100.0%	
IMPERVIOUS SURFACE						
EXISTING CONDITION	29,604 SF	50.8%	0.679614			
PROPOSED CONDITION	43,978 SF	75.4%	1.009596			
DIFFERENCE (EX. VS PROP.)	14,374 SF	24.7%	0.329982			

# CITY OF RICHFIELD SITE SPECIFIC NOTES:

- 1. SIDEWALKS MUST HAVE SAW CUT JOINTS
- 2. SIDEWALKS SHALL BE SEPARATED FROM DRIVEWAY APRONS BY A LONGITUDIANAL JOINT.
- 3. SIDEWALKS SHALL HAVE A MAXIMUM CROSS SLOPE OF 1.5% CROSS SLOPE. THE SIDEWALKS WILL BE INSPECTED AFTER CONSTRUCTION AND ANY SIDEWALKS THAT EXCEED A 2.0% CROSS SLOPE WILL BE REPLACED AT THE CONTRACTORS EXPENSE.
- ALL SQUARE HANDHOLE CASTINGS IN REPLACED SIDEWALK AREAS WILL NEED TO BE REPLACED WITH NEW ROUND HANDHOLE CASTINGS APPROVED BY THE CITY OR COUNTY.
- ENGINEERING MUST BE PRESENT TO INSPECT ALL CONCRETE FORMS WITHIN RIGHT OF WAY PRIOR TO CONCRETE POUR. PROVIDE MINIMUM 24-HOUR NOTICE TO CITY ENGINEERING DEPARTMENT.
- 6. STREET SIGNS IN THE PUBLIC ROW TO MEET CITY REQUIREMENTS, SIGNS LOCATED IN CONCRETE SHALL BE IN 4" SLEEVES OR MOUNTED TO STREETLIGHTS. COORDINATE WITH THE CITY OF RICHFIELD FOR APPROVED LOCATION OF SIGNS
- INSPECTION REQUESTS SHALL BE MADE VIA EMAIL TO WKEWITSCH@CITYOFRICHFIELD.ORG AT LEAST 3-5 DAYS IN ADVANCE.

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SNC	PERATIONAL NOTES: W REMOVAL: ALL SNOW SHALL BE PLOWED TO LANDSCAPED AREAS ADJ TO PAVEMENTS. SH REMOVAL: TRASH REMOVAL SHALL OCCUR ON HAULING DAY	ct <b>HENLEY 2</b> 600 64TH STREET WEST, RICHFIELD, MN 55423 <b>RORTH BAY COMPANIES</b> 2316 4TH AVE S, MINNEAPOLIS, MN 55404
DEL	AND WILL BE COORDINATED BETWEEN PROPERTY MANAGEMENT AND TRASH HAULER. IVERIES: DELIVERIES SHALL OCCUR IN MAIL ROOM OF BUILDING. PROPERTY MANAGEMENT SHALL COORDINATE WITH LOCAL POSTMASTER	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.
SITE PLAN LEGEN	SPECIALTY PAVEMENT - PROVIDE BID FOR THE FOLLOWING OPTIONS, INCLUDE VARIATIONS OF BASE MATERIAL AND OTHER NECESSARY COMPONENTS. 1. STAMPED & COLORED CONCRETE 2. CONCRETE PAVERS MAKERS, COLORS, MODELS, & PATTERN TO BE INCLUDED IN SHOP DRAWING SUBMITTAL PRIOR TO CONSTRUCTION.	Matthew R. Pavek         DATE       04/10/20         LICENSE NO.       44263         ISSUE/SUBMITTAL       SUMMARY         DATE       DESCRIPTION         03/04/20       CITY SUBMITTAL         04/10/20       CITY RESUBMITTAL         .       .
	LIGHT DUTY BITUMINOUS PAVEMENT. SEE GEOTECHNICAL REPORT FOR AGGREGATE BASE & WEAR COURSE DEPTH, SEE DEATIL. CONCRETE PAVEMENT AS SPECIFIED (PAD OR WALK) SEE GEOTECHNICAL REPORT FOR AGGREGATE BASE & CONCRETE DEPTHS, SEE DETAIL. PROPERTY LINE CONSTRUCTION LIMITS	
TO TO	CURB AND GUTTER-SEE NOTES (T.O.) TIP OUT GUTTER WHERE APPLICABLE-SEE PLAN TRAFFIC DIRECTIONAL ARROW PAVEMENT MARKINGS SIGN AND POST ASSEMBLY. SHOP DRAWINGS REQUIRED. HC = ACCESSIBLE SIGN NP = NO PARKING FIRE LANE ST = STOP	DRAWN BY:ND REVIEWED BY: MP,PS PROJECT NUMBER: 19414   REVISION SUMMARY  DATE DESCRIPTION
Know what's be Call before		SITE PLAN

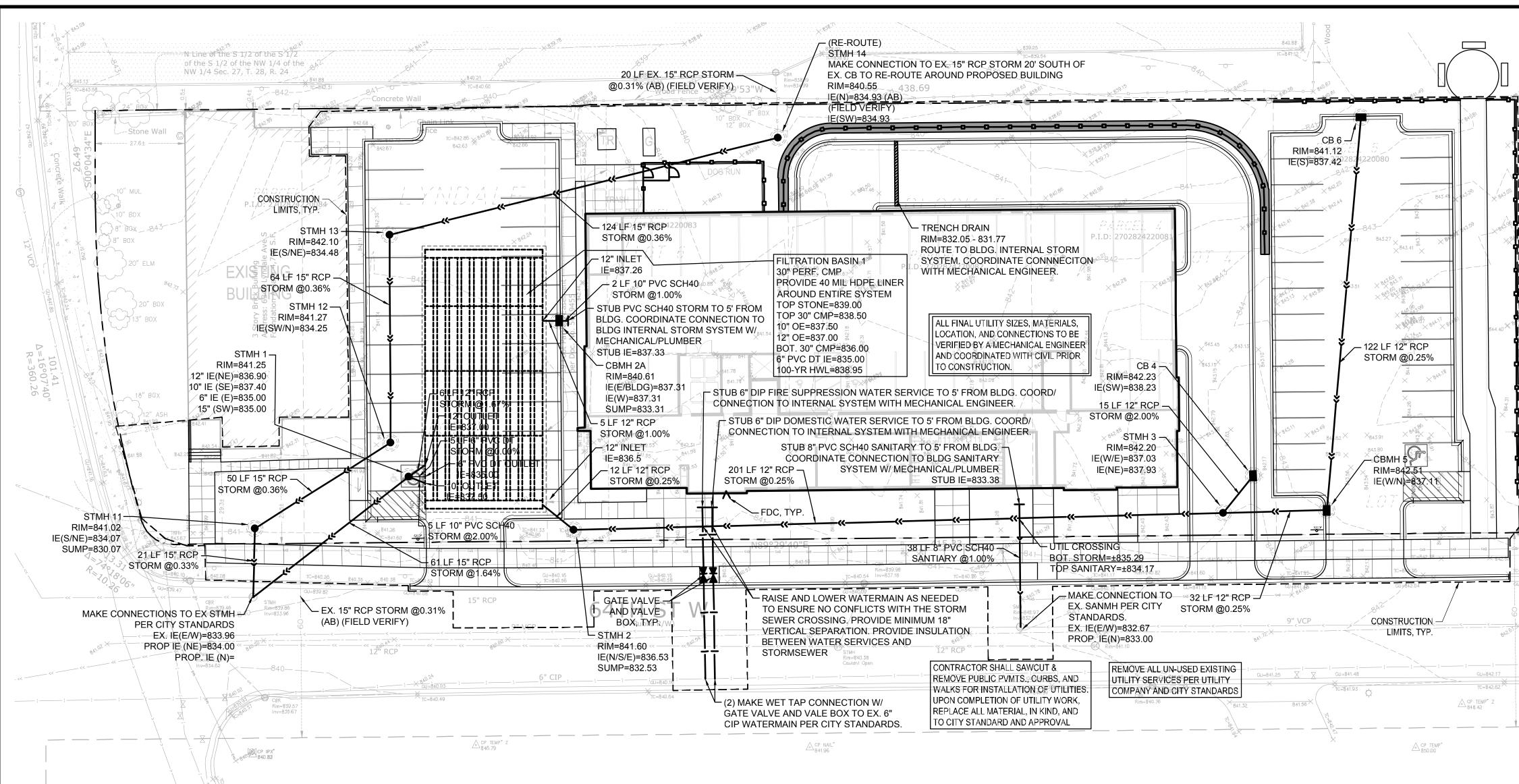
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- 1. SEE SITE PLAN FOR HORIZONTAL LAYOUT & GENERAL GRADING NOTES.
- 2. THE CONTRACTOR SHALL COMPLETE THE SITE GRADING CONSTRUCTION (INCLUDING BUT NOT LIMITED TO SITE PREPARATION, SOIL CORRECTION, EXCAVATION, EMBANKMENT, ETC.) IN ACCORDANCE WITH THE REQUIREMENTS OF THE OWNER'S SOILS ENGINEER. ALL SOIL TESTING SHALL BE COMPLETED BY THE OWNER'S SOILS ENGINEER. THE CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATING ALL REQUIRED SOIL TESTS AND INSPECTIONS WITH THE SOILS ENGINEER.
- 3. GRADING AND EXCAVATION ACTIVITIES SHALL BE PERFORMED IN ACCORDANCE WITH THE NATIONAL POLLUTION DISCHARGE ELIMINATION SYSTEM (NPDES) PERMIT REQUIREMENTS & PERMIT REQUIREMENTS OF THE CITY. 4. ALL EXISTING UTILITY LOCATIONS SHOWN ARE APPROXIMATE. CONTACT "GOPHER STATE ONE CALL" (651-454-0002 OR 800-252-1166) FOR UTILITY LOCATIONS, 48 HOURS PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL REPAIR OR REPLACE ANY UTILITIES THAT ARE DAMAGED DURING CONSTRUCTION AT NO COST TO THE OWNER.
- 5. PROPOSED SPOT GRADES ARE FLOW-LINE FINISHED GRADE ELEVATIONS, UNLESS OTHERWISE NOTED.
- 6. GRADES OF WALKS SHALL BE INSTALLED WITH 5% MAX. LONGITUDINAL SLOPE AND 1% MIN. AND 2% MAX. CROSS SLOPE, UNLESS OTHERWISE NOTED.
- 7. PROPOSED SLOPES SHALL NOT EXCEED 3:1 UNLESS INDICATED OTHERWISE ON THE DRAWINGS. MAXIMUM SLOPES IN MAINTAINED AREAS IS 4:1
- 8. PROPOSED RETAINING WALLS, FREESTANDING WALLS, OR COMBINATION OF WALL TYPES GREATER THAN 4' IN HEIGHT SHALL BE DESIGNED AND ENGINEERED BY A REGISTERED RETAINING WALL ENGINEER. DESIGN DRAWINGS SHALL BE SUBMITTED FOR REVIEW AND APPROVAL PRIOR TO CONSTRUCTION.
- 9. THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTENANCE OF GRADE STAKES THROUGHOUT THE DURATION OF CONSTRUCTION TO ESTABLISH PROPER GRADES. THE CONTRACTOR SHALL ALSO BE RESPONSIBLE FOR A FINAL FIELD CHECK OF FINISHED GRADES ACCEPTABLE TO THE ENGINEER/LANDSCAPE ARCHITECT PRIOR TO TOPSOIL AND SODDING ACTIVITIES.
- 10. IF EXCESS OR SHORTAGE OF SOIL MATERIAL EXISTS, THE CONTRACTOR SHALL TRANSPORT ALL EXCESS SOIL MATERIAL OFF THE SITE TO AN AREA SELECTED BY THE CONTRACTOR, OR IMPORT SUITABLE MATERIAL TO THE SITE.
- 11. EXCAVATE TOPSOIL FROM AREAS TO BE FURTHER EXCAVATED OR REGRADED AND STOCKPILE IN AREAS DESIGNATED ON THE SITE. THE CONTRACTOR SHALL SALVAGE ENOUGH TOPSOIL FOR RESPREADING ON THE SITE AS SPECIFIED. EXCESS TOPSOIL SHALL BE PLACED IN EMBANKMENT AREAS, OUTSIDE OF BUILDING PADS, ROADWAYS AND PARKING AREAS. THE CONTRACTOR SHALL SUBCUT CUT AREAS, WHERE TURF IS TO BE ESTABLISHED, TO A DEPTH OF 6 INCHES. RESPREAD TOPSOIL IN AREAS WHERE TURF IS TO BE ESTABLISHED TO A MINIMUM DEPTH OF 6 INCHES.
- 12. FINISHED GRADING SHALL BE COMPLETED. THE CONTRACTOR SHALL UNIFORMLY GRADE AREAS WITHIN LIMITS OF GRADING, INCLUDING ADJACENT TRANSITION AREAS. PROVIDE A SMOOTH FINISHED SURFACE WITHIN SPECIFIED TOLERANCES, WITH UNIFORM LEVELS OR SLOPES BETWEEN POINTS WHERE ELEVATIONS ARE SHOWN, OR BETWEEN SUCH POINTS AND EXISTING GRADES. AREAS THAT HAVE BEEN FINISH GRADED SHALL BE PROTECTED FROM SUBSEQUENT CONSTRUCTION OPERATIONS, TRAFFIC AND EROSION. REPAIR ALL AREAS THAT HAVE BECOME RUTTED BY TRAFFIC OR ERODED BY WATER OR HAS SETTLED BELOW THE CORRECT GRADE. ALL AREAS DISTURBED BY THE CONTRACTOR'S OPERATIONS SHALL BE RESTORED TO EQUAL OR BETTER THAN ORIGINAL CONDITION OR TO THE REQUIREMENTS OF THE NEW WORK.
- 13. PRIOR TO PLACEMENT OF THE AGGREGATE BASE, A TEST ROLL WILL BE REQUIRED ON THE STREET AND/OR PARKING AREA SUBGRADE. THE CONTRACTOR SHALL PROVIDE A LOADED TANDEM AXLE TRUCK WITH A GROSS WEIGHT OF 25 TONS. THE TEST ROLLING SHALL BE AT THE DIRECTION OF THE SOILS ENGINEER AND SHALL BE COMPLETED IN AREAS AS DIRECTED BY THE SOILS ENGINEER. THE SOILS ENGINEER. THE SOILS ENGINEER SHALL DETERMINE WHICH SECTIONS OF THE STREET OR PARKING AREA ARE UNSTABLE. CORRECTION OF THE SUBGRADE SOILS SHALL BE COMPLETED IN ACCORDANCE WITH THE REQUIREMENTS OF THE SOILS ENGINEER. NO TEST ROLL SHALL OCCUR WITHIN 10' OF ANY UNDERGROUND STORM RETENTION/DETENTION SYSTEMS.
- 14. TOLERANCES
- 14.1. THE BUILDING SUBGRADE FINISHED SURFACE ELEVATION SHALL NOT VARY BY MORE THAN 0.30 FOOT ABOVE, OR 0.30 FOOT BELOW, THE PRESCRIBED ELEVATION AT ANY POINT WHERE MEASUREMENT IS MADE.
- 14.2. THE STREET OR PARKING AREA SUBGRADE FINISHED SURFACE ELEVATION SHALL NOT VARY BY MORE THAN 0.05 FOOT ABOVE, OR 0.10 FOOT BELOW, THE PRESCRIBED ELEVATION OF ANY POINT WHERE MEASUREMENT IS MADE.
- 14.3. AREAS WHICH ARE TO RECEIVE TOPSOIL SHALL BE GRADED TO WITHIN 0.30 FOOT ABOVE OR BELOW THE REQUIRED ELEVATION, UNLESS DIRECTED OTHERWISE BY THE ENGINEER.
- 14.4. TOPSOIL SHALL BE GRADED TO PLUS OR MINUS 1/2 INCH OF THE SPECIFIED THICKNESS.
- 15. MAINTENANCE
- 15.1. THE CONTRACTOR SHALL PROTECT NEWLY GRADED AREAS FROM TRAFFIC AND EROSION, AND KEEP AREA FREE OF TRASH AND DEBRIS.
- 15.2. CONTRACTOR SHALL REPAIR AND REESTABLISH GRADES IN SETTLED, ERODED AND RUTTED AREAS TO SPECIFIED TOLERANCES. DURING THE WARRANTY PERIOD, ERODED AREAS WHERE TURF IS TO BE ESTABLISHED SHALL BE RESEDED AND MULCHED.
- 15.3. WHERE COMPLETED COMPACTED AREAS ARE DISTURBED BY SUBSEQUENT CONSTRUCTION OPERATIONS OR ADVERSE WEATHER, CONTRACTOR SHALL SCARIFY, SURFACE, RESHAPE, AND COMPACT TO REQUIRED DENSITY PRIOR TO FURTHER CONSTRUCTION.

SEE SWPPP ON SH	CONTROL NOTES: IEETS SW1.0 - SW1.5 HFIELD GRADING NOTES: QUESTS SHALL BE MADE VIA EMAIL TO ITYOFRICHFIELD.ORG AT LEAST 3-5 DAYS IN ADVANCE.	<section-header><text><text><text><text><text></text></text></text></text></text></section-header>
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	ΩΓΝΩ.	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.         Matthew R. Pavek         DATE       DESCRIPTION         03/04/20       CITY SUBMITTAL         04/10/20       CITY SUBMITTAL         04/10/20       CITY SUBMITTAL         04/10/20       CITY RESUBMITTAL         04/10/20       CITY RESUBMITTAL
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1125 1137 41.26 891.00 G 891.00 TC 891.00 BS/TS 891.00 ME GB TO TO TO EOF=1135.52	<ul> <li>EX. 1' CONTOUR ELEVATION INTERVAL</li> <li>1.0' CONTOUR ELEVATION INTERVAL</li> <li>SPOT GRADE ELEVATION (GUTTER/FLOW LINE UNLESS OTHERWISE NOTED)</li> <li>SPOT GRADE ELEVATION GUTTER</li> <li>SPOT GRADE ELEVATION TOP OF CURB</li> <li>SPOT GRADE ELEVATION BOTTOM OF STAIRS/TOP OF STA SPOT GRADE ELEVATION MATCH EXISTING</li> <li>GRADE BREAK - HIGH POINTS</li> <li>CURB AND GUTTER (T.O = TIP OUT)</li> <li>EMERGENCY OVERFLOW</li> </ul>	AIRS

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# **GENERAL UTILITY NOTES:**

- 1. SEE SITE PLAN FOR HORIZONTAL DIMENSIONS AND LAYOUT.
- CONSTRUCTION AT NO COST TO THE OWNER.
- AND SHALL CONFORM WITH THE REQUIREMENTS OF THE CITY AND THE PROJECT SPECIFICATIONS.
- 5. CASTINGS SHALL BE SALVAGED FROM STRUCTURE REMOVALS AND RE-USED OR PLACED AT THE DIRECTION OF THE OWNER.
- 6. ALL WATER PIPE SHALL BE CLASS 52 DUCTILE IRON PIPE (DIP) AWWA C151, ASME B16.4, AWWA C110, AWWA C153 UNLESS OTHERWISE NOTED.
- 7. ALL SANITARY SEWER SHALL BE SDR 26 POLYVINYL CHLORIDE (PVC) ASTM D3034 & F679, OR SCH 40 ASTM D1785, 2665, ASTM F794, 1866) UNLESS OTHERWISE NOTED.
- 8. ALL STORM SEWER PIPE SHALL BE HDPE ASTM F714 & F2306 WITH ASTM D3212 SPEC FITTINGS UNLESS OTHERWISE NOTED.
- 9. PIPE LENGTHS SHOWN ARE FROM CENTER TO CENTER OF STRUCTURE OR TO END OF FLARED END SECTION.

- 12. ALL FIRE HYDRANTS SHALL BE LOCATED 5 FEET BEHIND BACK OF CURB UNLESS OTHERWISE NOTED.
- 13. HYDRANT TYPE, VALVE, AND CONNECTION SHALL BE IN ACCORDANCE WITH CITY REQUIREMENTS. HYDRANT EXTENSIONS ARE INCIDENTAL.
- 15. A MINIMUM OF 18 INCHES OF VERTICAL SEPARATION AND 10 FEET OF HORIZONTAL SEPARATION IS REQUIRED FOR ALL UTILITIES, UNLESS OTHERWISE NOTED.
- 16. ALL CONNECTIONS TO EXISTING UTILITIES SHALL BE IN ACCORDANCE WITH CITY STANDARDS AND COORDINATED WITH THE CITY PRIOR TO CONSTRUCTION.
- 17. CONNECTIONS TO EXISTING STRUCTURES SHALL BE CORE-DRILLED.
- 18. COORDINATE LOCATIONS AND SIZES OF SERVICE CONNECTIONS WITH THE MECHANICAL DRAWINGS.
- 19. COORDINATE INSTALLATION AND SCHEDULING OF THE INSTALLATION OF UTILITIES WITH ADJACENT CONTRACTORS AND CITY STAFF.
- SHALL BE PERMITTED WITHOUT APPROVAL BY THE CITY.
- 22. CONTRACTOR SHALL COORDINATE ALL WORK WITH PRIVATE UTILITY COMPANIES.
- 24. CONTRACTOR SHALL MAINTAIN AS-BUILT PLANS THROUGHOUT CONSTRUCTION AND SUBMIT THESE PLANS TO ENGINEER UPON COMPLETION OF WORK.
- 26. ALL PORTIONS OF THE STORM SEWER SYSTEM LOCATED WITHIN 10 FEET OF THE BUILDING OR WATER SERVICE LINE MUST BE TESTED IN ACCORDANCE WITH MN RULES, CHAPTER 4714, SECTION 1109.0.

2. CONTRACTOR SHALL FIELD VERIFY LOCATION AND ELEVATION OF EXISTING UTILITIES AND TOPOGRAPHIC FEATURES PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL IMMEDIATELY NOTIFY THE ENGINEER OF DISCREPANCIES OR VARIATIONS FROM THE PLANS. 3. ALL EXISTING UTILITY LOCATIONS SHOWN ARE APPROXIMATE. CONTACT "GOPHER STATE ONE CALL" (651-454-0002 OR 800-252-1166) FOR UTILITY LOCATIONS, 48 HOURS PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL REPAIR OR REPLACE ANY UTILITIES THAT ARE DAMAGED DURING

4. UTILITY INSTALLATION SHALL CONFORM TO THE CURRENT EDITION OF "STANDARD SPECIFICATIONS FOR WATER MAIN AND SERVICE LINE INSTALLATION" AND "SANITARY SEWER AND STORM SEWER INSTALLATION" AS PREPARED BY THE CITY ENGINEERS ASSOCIATION OF MINNESOTA (CEAM),

10. UTILITIES ON THE PLAN ARE SHOWN TO WITHIN 5' OF THE BUILDING FOOTPRINT. THE CONTRACTOR IS ULTIMATELY RESPONSIBLE FOR THE FINAL CONNECTION TO BUILDING LINES. COORDINATE WITH ARCHITECTURAL AND MECHANICAL PLANS.

11. CATCH BASINS AND MANHOLES IN PAVED AREAS SHALL BE SUMPED 0.04 FEET. ALL CATCH BASINS IN GUTTERS SHALL BE SUMPED 0.15 FEET PER DETAILS. RIM ELEVATIONS SHOWN ON THIS PLAN DO NOT REFLECT SUMPED ELEVATIONS.

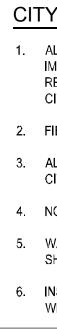
14. A MINIMUM OF 8 FEET OF COVER IS REQUIRED OVER ALL WATERMAIN, UNLESS OTHERWISE NOTED. EXTRA DEPTH MAY BE REQUIRED TO MAINTAIN A MINIMUM OF 18" VERTICAL SEPARATION TO SANITARY OR STORM SEWER LINES. EXTRA DEPTH WATERMAIN IS INCIDENTAL.

20. ALL STREET REPAIRS AND PATCHING SHALL BE PERFORMED PER THE REQUIREMENTS OF THE CITY. ALL PAVEMENT CONNECTIONS SHALL BE SAWCUT. ALL TRAFFIC CONTROLS SHALL BE PROVIDED BY THE CONTRACTOR AND SHALL BE ESTABLISHED PER THE REQUIREMENTS OF THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MMUTCD) AND THE CITY. THIS SHALL INCLUDE BUT NOT BE LIMITED TO SIGNAGE, BARRICADES, FLASHERS, AND FLAGGERS AS NEEDED. ALL PUBLIC STREETS SHALL BE OPEN TO TRAFFIC AT ALL TIMES. NO ROAD CLOSURES

21. ALL STRUCTURES, PUBLIC AND PRIVATE, SHALL BE ADJUSTED TO PROPOSED GRADES WHERE REQUIRED. THE REQUIREMENTS OF ALL OWNERS MUST BE COMPLIED WITH. STRUCTURES BEING RESET TO PAVED AREAS MUST MEET OWNERS REQUIREMENTS FOR TRAFFIC LOADING.

23. CONTRACTOR SHALL COORDINATE CONNECTION OF IRRIGATION SERVICE TO UTILITIES. COORDINATE THE INSTALLATION OF IRRIGATION SLEEVES NECESSARY AS TO NOT IMPACT INSTALLATION OF UTILITIES.

25. ALL JOINTS AND CONNECTIONS IN STORM SEWER SYSTEM SHALL BE GASTIGHT OR WATERTIGHT. APPROVED RESILIENT RUBBER JOINTS MUST BE USED TO MAKE WATERTIGHT CONNECTIONS TO MANHOLES, CATCHBASINS, OR OTHER STRUCTURES.



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# CITY OF RICHFIELD UTILITY NOTES:

1. ALL EXCAVATIONS IN THE ROADWAY MUST BE PATCHED WITH BITUMINOUS OR CONCRETE IMMEDIATELY AFTER EXCAVATIONS ARE BACKFILLED. THE DEVELOPER WILL BE REQUIRED TO INSTALL FULL DEPTH, PERMANENT ASPHALT PAVEMENT PATCHES MEETING CITY STANDARDS FOR ALL EXCAVATIONS IN THE ROADWAY.

2. FIELD VERIFY ALL EXISITING UTILITIES

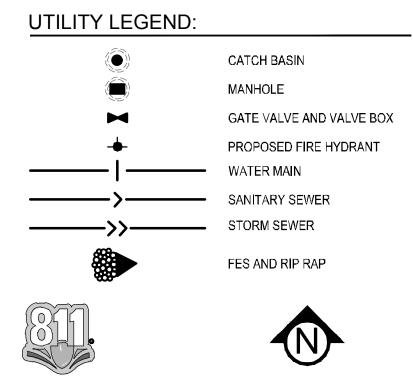
3. ALL DISCONNECTS TO OCCUR AT THE MAIN UNLESS DIRECTED/APPROVED OTHERWISE BY CITY ENGINEER

4. NO UTILITIES ARE TO BE ABANDONED IN PLACE

5. WATER AND SANITARY SEWER SERVICES INCLUDING HYDRANTS, CLEANOUTS AND SHUTOFF VALVES SHALL CONFORM TO CITY SPECIFICATIONS

INSPECTION REQUESTS SHALL BE MADE VIA EMAIL TO

WKEWITSCH@CITYOFRICHFIELD.ORG AT LEAST 3-5 DAYS IN ADVANCE.



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Civil Engineering • Surveying • Landscape Architect

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St. Louis Park, MN 55416

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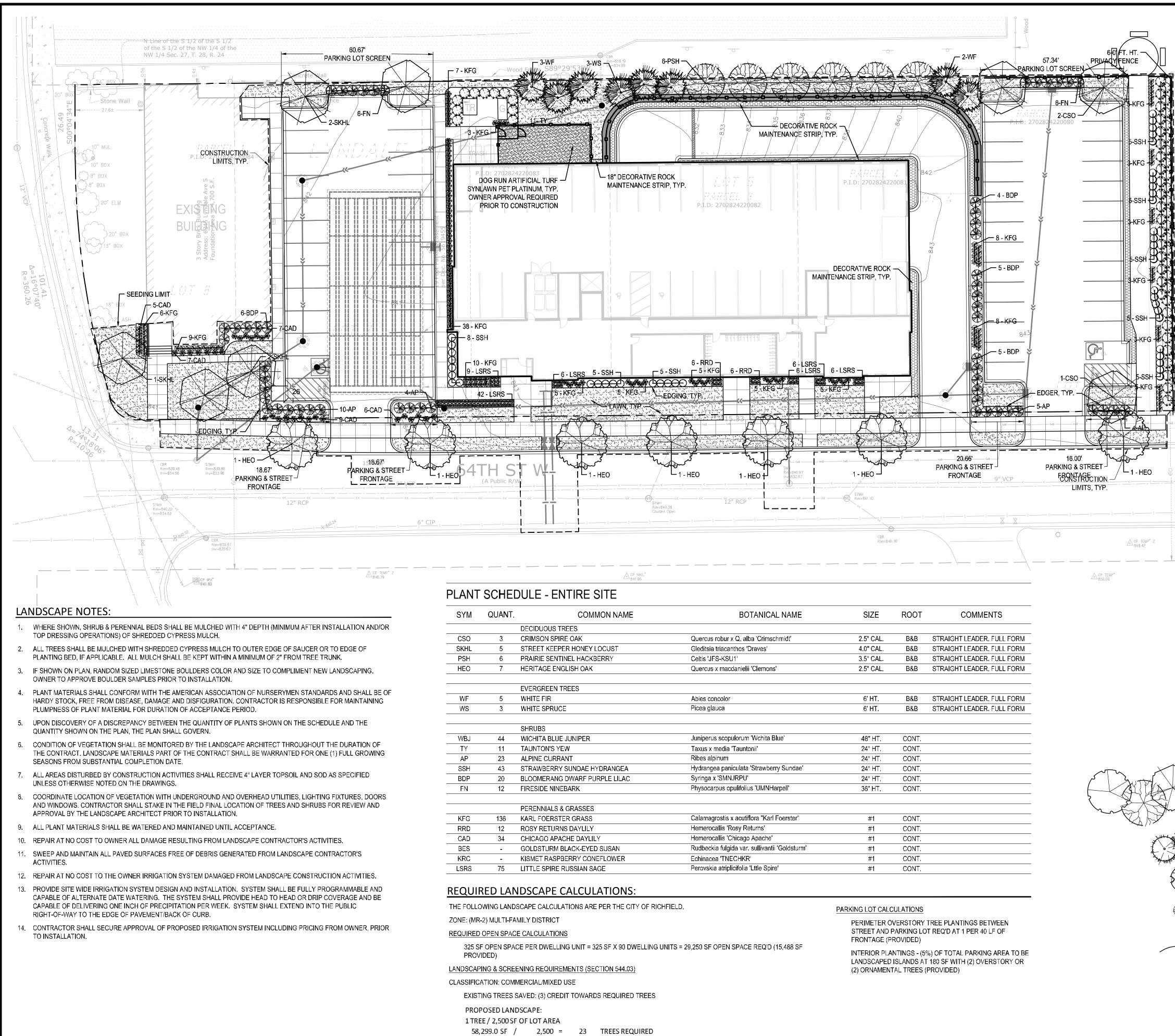
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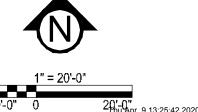


COMMON NAME	BOTANICAL NAME	SIZE	ROOT	COMMENTS
DUS TREES				
N SPIRE OAK	Quercus robur x Q. alba 'Crimschmidt'	2.5" CAL	B&B	STRAIGHT LEADER. FULL FORM
KEEPER HONEY LOCUST	Gleditsia triacanthos 'Draves'	4.0" CAL.	B&B	STRAIGHT LEADER. FULL FORM
SENTINEL HACKBERRY	Celtis 'JFS-KSU1'	3.5" CAL.	B&B	STRAIGHT LEADER. FULL FORM
E ENGLISH OAK	Quercus x macdanielii 'Clemons'	2.5" CAL.	B&B	STRAIGHT LEADER. FULL FORM
EEN TREES				
IR	Abies concolor	6' HT.	B&B	STRAIGHT LEADER. FULL FORM
PRUCE	Picea glauca	6' HT.	B&B	STRAIGHT LEADER. FULL FORM
BLUE JUNIPER	Juniperus scopulorum 'Wchita Blue'	48" HT.	CONT.	
N'S YEW	Taxus x media 'Tauntonii'	24" HT.	CONT.	
CURRANT	Ribes alpinum	24" HT.	CONT.	
ERRY SUNDAE HYDRANGEA	Hydrangea paniculata 'Strawberry Sundae'	24" HT.	CONT.	
RANG DWARF PURPLE LILAC	Syringa x 'SMNJRPU'	24" HT.	CONT.	
NINEBARK	Physocarpus opulifolius 'UMNHarpell'	36" HT.	CONT.	
ALS & GRASSES				
ERSTER GRASS	Calamagrostis x acutiflora "Karl Foerster"	#1	CONT.	
TURNS DAYLILY	Hemerocallis 'Rosy Returns'	#1	CONT.	
APACHE DAYLILY	Hemerocallis 'Chicago Apache'	#1	CONT.	
JRM BLACK-EYED SUSAN	Rudbeckia fulgida var. sullivantii 'Goldsturm'	#1	CONT.	
RASPBERRY CONEFLOWER	Echinacea 'TNECHKR'	#1	CONT.	
PIRE RUSSIAN SAGE	Perovskia atriplicifolia 'Lttle Spire'	#1	CONT.	

SEE PLANT SCHEDULE

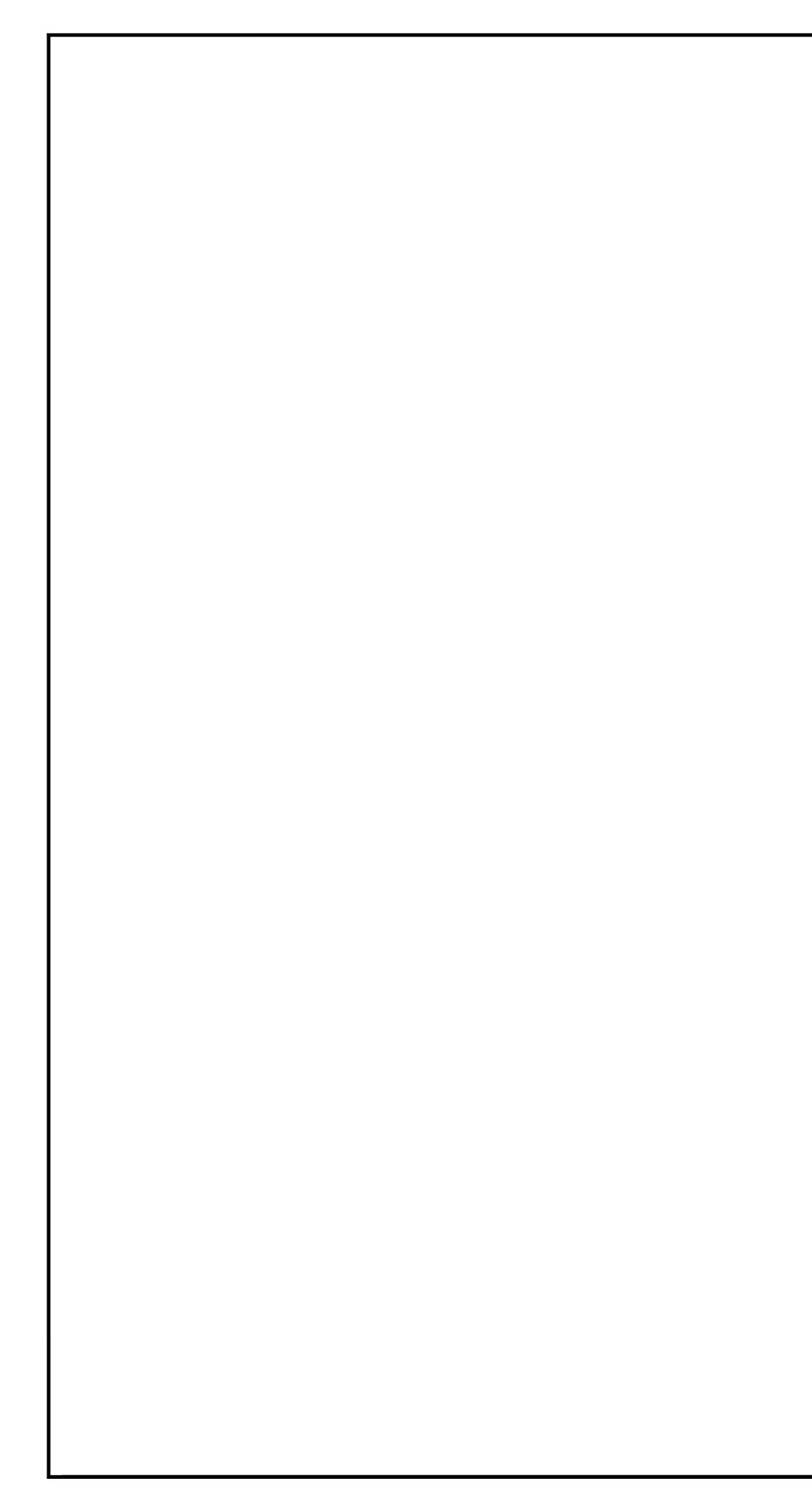
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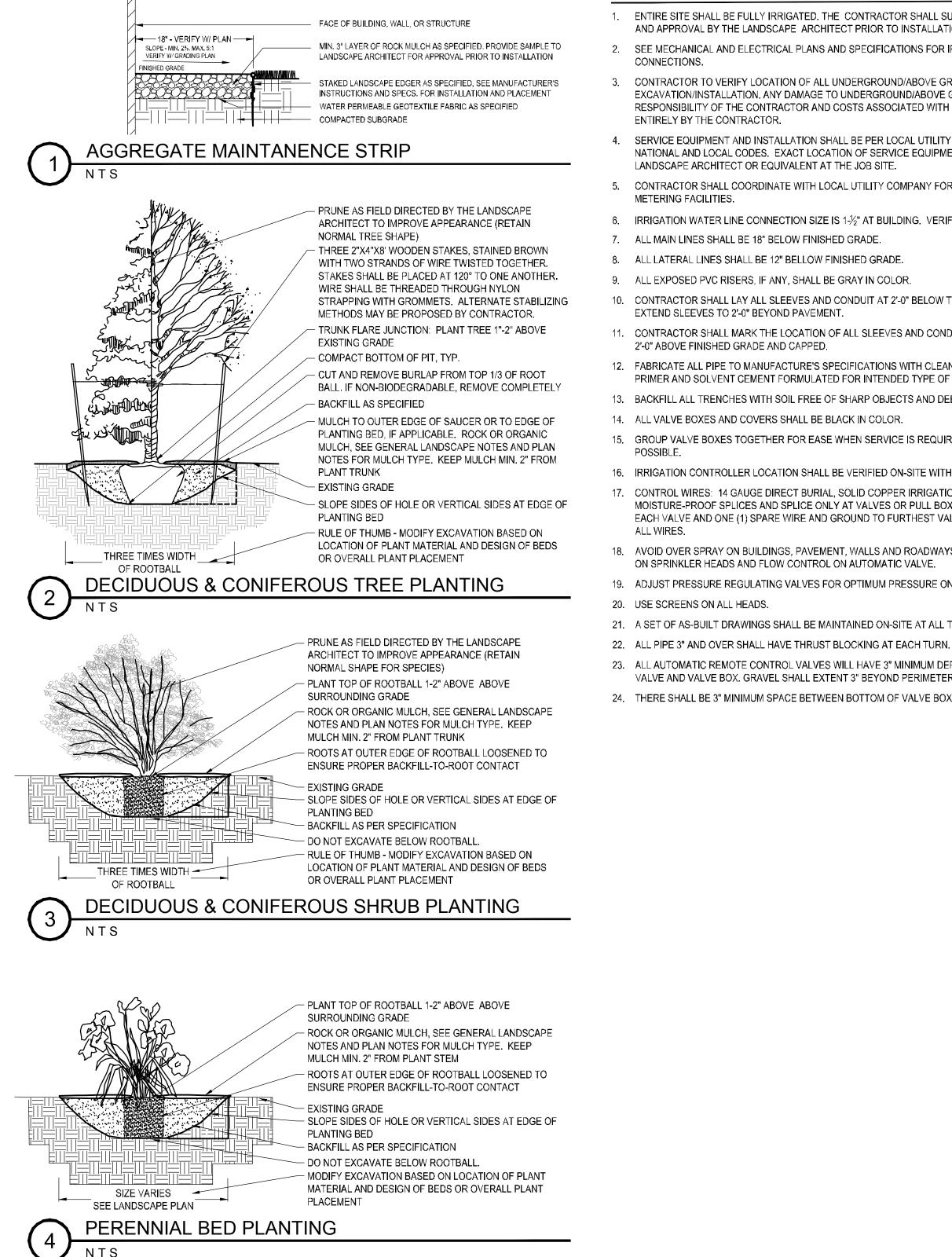
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1. ENTIRE SITE SHALL BE FULLY IRRIGATED. THE CONTRACTOR SHALL SUBMIT IRRIGATION SHOP DRAWINGS FOR REVIEW AND APPROVAL BY THE LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.

2. SEE MECHANICAL AND ELECTRICAL PLANS AND SPECIFICATIONS FOR IRRIGATION WATER, METER, AND POWER

3. CONTRACTOR TO VERIFY LOCATION OF ALL UNDERGROUND/ABOVE GROUND FACILITIES PRIOR TO ANY EXCAVATION/INSTALLATION. ANY DAMAGE TO UNDERGROUND/ABOVE GROUND FACILITIES SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR AND COSTS ASSOCIATED WITH CORRECTING DAMAGES SHALL BE BORNE

4. SERVICE EQUIPMENT AND INSTALLATION SHALL BE PER LOCAL UTILITY COMPANY STANDARDS AND SHALL BE PER NATIONAL AND LOCAL CODES. EXACT LOCATION OF SERVICE EQUIPMENT SHALL BE COORDINATED WITH THE

5. CONTRACTOR SHALL COORDINATE WITH LOCAL UTILITY COMPANY FOR THE PROPOSED ELECTRICAL SERVICE AND

6. IRRIGATION WATER LINE CONNECTION SIZE IS 1-½" AT BUILDING. VERIFY WITH MECHANICAL PLANS.COVAGE.

**IRRIGATION NOTES:** 

10. CONTRACTOR SHALL LAY ALL SLEEVES AND CONDUIT AT 2'-0" BELOW THE FINISHED GRADE OF THE TOP OF PAVEMENT.

11. CONTRACTOR SHALL MARK THE LOCATION OF ALL SLEEVES AND CONDUIT WITH THE SLEEVING MATERIAL "ELLED" TO

12. FABRICATE ALL PIPE TO MANUFACTURE'S SPECIFICATIONS WITH CLEAN AND SQUARE CUT JOINTS. USE QUALITY GRADE PRIMER AND SOLVENT CEMENT FORMULATED FOR INTENDED TYPE OF CONNECTION.

13. BACKFILL ALL TRENCHES WITH SOIL FREE OF SHARP OBJECTS AND DEBRIS.

15. GROUP VALVE BOXES TOGETHER FOR EASE WHEN SERVICE IS REQUIRED. LOCATE IN PLANT BED AREAS WHENEVER

16. IRRIGATION CONTROLLER LOCATION SHALL BE VERIFIED ON-SITE WITH OWNER'S REPRESENTATIVE.

17. CONTROL WIRES: 14 GAUGE DIRECT BURIAL, SOLID COPPER IRRIGATION WIRE. RUN UNDER MAIN LINE. USE MOISTURE-PROOF SPLICES AND SPLICE ONLY AT VALVES OR PULL BOXES. RUN SEPARATE HOT AND COMMON WIRE TO EACH VALVE AND ONE (1) SPARE WIRE AND GROUND TO FURTHEST VALVE FROM CONTROLLER. LABEL OR COLOR CODE

18. AVOID OVER SPRAY ON BUILDINGS, PAVEMENT, WALLS AND ROADWAYS BY INDIVIDUALLY ADJUSTING RADIUS OR ARC ON SPRINKLER HEADS AND FLOW CONTROL ON AUTOMATIC VALVE.

19. ADJUST PRESSURE REGULATING VALVES FOR OPTIMUM PRESSURE ON SITE.

21. A SET OF AS-BUILT DRAWINGS SHALL BE MAINTAINED ON-SITE AT ALL TIMES IN AN UPDATED CONDITION.

23. ALL AUTOMATIC REMOTE CONTROL VALVES WILL HAVE 3" MINIMUM DEPTH OF 3/4" WASHED GRAVEL UNDERNEATH VALVE AND VALVE BOX. GRAVEL SHALL EXTENT 3" BEYOND PERIMETER OF VALVE BOX.

24. THERE SHALL BE 3" MINIMUM SPACE BETWEEN BOTTOM OF VALVE BOX COVER AND TOP OF VALVE STRUCTURE.

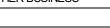
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Know



AGENDA SECTION: AGENDA ITEM # OTHER BUSINESS

7.





# STAFF REPORT NO. 68 CITY COUNCIL MEETING 6/9/2020

 REPORT PREPARED BY:
 Chris Regis, Finance Director

 DEPARTMENT DIRECTOR REVIEW:
 Chris Regis, Finance Director

OTHER DEPARTMENT REVIEW: N/A.

CITY MANAGER REVIEW: Katie Rodriguez, City Manager 6/3/2020

# **ITEM FOR COUNCIL CONSIDERATION:**

Receipt of the City of Richfield Comprehensive Annual Financial Report (CAFR) for the fiscal year ended December 31, 2019.

## **EXECUTIVE SUMMARY:**

As required by state law all general purpose local governments must be audited in accordance with U.S. generally accepted auditing standards by a firm of licensed certified public accountants.

In addition, state law also requires that local governments publish within six months of the close of each fiscal year a complete set of financial statements presented in conformance with U.S. generally accepted accounting standards.

Accordingly, the City's auditing firm, BerganKDV, Ltd. has completed the annual audit of the City's financial records and has issued an unqualified opinion on those records for the fiscal year ended December 31, 2019.

The financial statements will be published locally and submitted to the State of Minnesota and the Government Finance Officers Association.

Therefore, staff presents to the City Council, the Comprehensive Annual Financial Report (CAFR) for fiscal year ended December 31, 2019.

#### **RECOMMENDED ACTION:**

By Motion: Accept the Comprehensive Annual Financial Report of the City for the year ended December 31, 2019.

# **BASIS OF RECOMMENDATION:**

#### A. HISTORICAL CONTEXT

The City's auditing firm, BerganKDV, Ltd. has completed the annual audit of the City's financial records for the fiscal year ended December 31, 2019.

As part of the audit, BerganKDV, LTD. has issued an unqualified opinion on the City's financial

statements for the year ending December 31, 2019.

A representative of BerganKDV, LTD. will be present at the tonight's Council meeting to make a brief presentation on the 2019 financial information and answer questions.

In addition, the CAFR will be submitted to the State of Minnesota pursuant to State law and to the Government Finance Officers Association for the Certificate of Achievement for Excellence in Financial Reporting program.

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

Action to be taken at the June 9, 2020 City Council meeting is the official receipt of the December 31, 2019 City of Richfield Comprehensive Annual Financial Report by the City Council.

The City's auditor has performed an audit of the City's financial records for the year ended December 31, 2019 and prepared reports to the City Council concerning legal compliance and internal controls.

#### C. CRITICAL TIMING ISSUES:

Action on this item is requested at the June 9, 2020 City Council meeting as there is a June 30, 2020 reporting deadline with the State of Minnesota.

#### D. FINANCIAL IMPACT:

N/A.

#### E. LEGAL CONSIDERATION:

The CAFR will be submitted to the State of Minnesota, pursuant to State law. The CAFR will be published in the Sun Current the week of June 15, 2020.

#### ALTERNATIVE RECOMMENDATION(S):

None.

#### PRINCIPAL PARTIES EXPECTED AT MEETING:

Caroline Stutsman, Manager, BerganKDV