

**CITY OF RICHFIELD, MINNESOTA  
SPECIAL CITY COUNCIL MEETING  
SUNDAY, JANUARY 22, 2012**

**1:00 P.M.**

**RICHFIELD MUNICIPAL CENTER  
6700 PORTLAND AVENUE**

**BABCOCK CONFERENCE ROOM**

**AGENDA**

Call to order

Roll call

- I. Interview of persons interested in serving on City's advisory commissions and/or Housing and Redevelopment Authority (Council Memo No. 9)

Adjournment

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

CITY OF RICHFIELD, MINNESOTA  
Office of City Manager

January 19, 2012

Council Memorandum No. 9

The Honorable Mayor

and

Members of the City Council

City of Richfield

Subject: Advisory Commission Interview Materials  
(Agenda Item No. 1)

Council Members:

Advisory commission interviews are scheduled for Sunday, January 22, 2012 at 1 p.m. in the Babcock Conference Room in the Municipal Center.

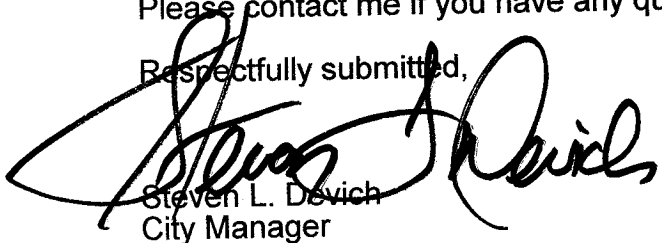
Attached are materials related to the annual advisory commission recruitment:

- Interview schedule
- Commission applications received to date
- **NOTE: City Council Members may receive the entire commission application to assist in making their decision on appointments but it is important to remember that certain information is private and can not be disclosed to the public.**
- Applicant list with preference(s) indicated
- Vacancy list
- Attendance records for current members
- Summary report of accomplishments

Approval of appointments is scheduled for the January 24 Council meeting.

Please contact me if you have any questions.

Respectfully submitted,



Steven L. Devich  
City Manager

SLD:cak

Attachments

E-mail: Department Directors  
Assistant to the City Manager

## BOARD/COMMISSION APPLICANT INTERVIEW SCHEDULE

### Sunday, January 22, 2012 Babcock Conference Room

1:00 p.m.	Terry Ahlstrom	3:05	Michele Thompson
1:05	Marilyn Anderson	3:10	Gordon Vizecky
1:10	Ghislaine Ball	3:15	Francie Fletcher (out-of-town, phone interview; call her on cell phone)
1:15			
1:20	David Eldridge	3:20	
1:25	Betty Gustafson	3:25	Chris Olson (coming from work)
1:30	<b>BREAK</b>		
1:35	Terry Heinze		<u>Advisory Commission/HRA</u>
1:40	Yazdaan Juma	3:30	Josh Root
1:45	Marty Kirsch		
1:50	Kiven Klos	3:45	Tom Rublein
1:55	Teresa Kruse		<u>HRA</u>
2:00	Reed Bornholdt	4:00	Mary Barnes
2:05	Jacquelyn Mihalik		
2:10	Arlan Nelson	4:15	David Gepner
2:15	Steven Hurvitz	4:30	Rick Jabs
2:20	Herbert Perry		
2:25	Brian Sayler	4:45	Donna Drummond
2:30	<b>BREAK</b>		
2:35	Ken Severson		
2:40	Pat Sorensen		
2:45	<del>Charles Standfuss</del> (previous commitment - unavailable in person or by phone)		
2:50	Pat Suglia		
2:55	Marc Sullivan		
3:00	<b>BREAK</b>		

**COMMISSION VACANCIES**

**ADVISORY BOARD OF HEALTH**

<u>Term Expires</u>
January 31, 2015
January 31, 2015
January 31, 2015
January 31, 2015
January 31, 2015
January 31, 2015

**ARTS COMMISSION**

January 31, 2015
January 31, 2015
January 31, 2015
January 31, 2015
January 31, 2014
January 31, 2014
January 31, 2013

(mid-term)  
(mid-term)  
(mid term)

**CIVIL SERVICE**

January 31, 2015
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**COMMUNITY SERVICES COMMISSION**

January 31, 2015
January 31, 2015
January 31, 2015
January 31, 2015

**FRIENDSHIP CITY COMMISSION**

January 31, 2015
January 31, 2015
January 31, 2015
January 31, 2015
January 31, 2014
January 31, 2014
January 31, 2013

(mid-term)  
(mid-term)  
(mid-term)

**HUMAN RIGHTS COMMISSION**

January 31, 2015  
January 31, 2015  
January 31, 2015

**PLANNING COMMISSION**

January 31, 2015  
January 31, 2015

**TRANSPORTATION COMMISSION**

January 31, 2015  
January 31, 2015  
January 31, 2015  
January 31, 2014  
January 31, 2013  
January 31, 2014  
January 31, 2013

## ADVISORY BOARD OF HEALTH ATTENDANCE RECORDS

	<u>Year</u>	<u>Total # of Meetings since Appt.</u>	<u>Attended</u>	<u>Absent</u>
<b>Vacant</b> Term Expires: 1/12				
<b>Rosemary LeBlanc</b> Appointed: 5/11 Term Expires: 1/12	2011	4	4	0
<b>Yazdaan Juma (1)</b> Appointed: 1/08 Term Expires: 1/12	2008	7	5	2
	2009	7	6	1
	2010	8	8	0
	2011	8	7	1
<b>Betty Gustafson (2)</b> Appointed: 1/07 Term Expires: 1/12	2007	8	7	1
	2008	8	6	2
	2009	7	7	0
	2010	8	8	0
	2011	8	8	0
<b>Chris Olson (1)</b> Appointed: 1/09 Term Expires: 1/12	2009	7	7	0
	2010	8	8	0
	2011	8	7	1
<b>Patrick Suglia (1)</b> Appointed: 1/09 Term Expires: 1/12	2009	7	4	3
	2010	8	8	0
	2011	8	7	1
<b>Jennifer Turrentine (2)</b> Appointed: 1/07 Term Expires: 1/13	2007	8	8	0
	2008	8	7	1
	2009	7	6	1
	2010	8	8	0
	2011	8	8	0
<b>Matthew Tietje (2)</b> Appointed: 1/07 Term Expires: 1/13	2007	8	6	2
	2008	8	6	2
	2009	7	7	0
	2010	8	8	0
	2011	8	6	2
<b>Callmie Dennis (1)</b> Appointed: 1/10 Term Expires: 1/13	2010	8	7	1
	2011	8	6	2
<b>Kristen Johnson (1)</b> Appointed: 1/11 Term Expires: 1/14	2011	6	5	1

Full-Term Vacancies: 6

Terms Expire: 1/31/15

Due to a revision of the Public Health Act by the Legislature, it is no longer necessary to have a specific mix of consumers/providers as members of the Advisory Board of Health.



**COMMUNITY SERVICES COMMISSION ATTENDANCE RECORDS**

	<u>Year</u>	<u>Total # of Meetings since Appt.</u>	<u>Attended</u>	<u>Absent</u>
<b>Vacant</b> Term Expires: 1/12				
<b>Arlan Nelson (1)</b> Appointed: 3/09 Term Expires: 1/12	2009	8	6	2
	2010	9	9	0
	2011	9	7	2
<b>Reed Bornholdt (1)</b> Appointed: 1/09 Term Expires: 1/12	2009	9	9	0
	2010	9	7	2
	2011	9	9	0
<b>Michele Thompson (1)</b> Appointed: 1/09 Term Expires: 1/12	2009	9	8	1
	2010	9	9	0
	2011	9	7	2
Daniel Edgerton (1) Appointed: 1/10 Term Expires: 1/13	2010	9	8	1
	2011	9	9	0
Sarah Till (2) Appointed: 1/07 Term Expires: 1/13	2007	8	7	1
	2008	11	9	2
	2009	10	9	1
	2010	9	8	1
	2011	9	8	1
Robert Shotwell (1) Appointed: 1/10 Term Expires: 1/13	2010	9	8	1
	2011	9	7	2
LuAnn Werner (1) Appointed: 1/11 Term Expires: 1/14	2011	8	7	1
Gerald Charnitz (2) Appointed: 1/07 Term Expires: 1/14	2007	8	8	0
	2008	11	10	1
	2009	10	8	2
	2010	9	9	0
	2011	9	8	1
Gregory Mangold (2) Appointed: 1/08 Term Expires: 1/14	2008	10	8	2
	2009	10	8	2
	2010	9	8	1
	2011	9	9	0
David Gepner (1) Appointed: 1/11 Term Expires: 1/14	2011	8	7	1

Full Term Vacancies: 4

Terms Expire: 1/31/15

**HUMAN RIGHTS COMMISSION ATTENDANCE RECORDS**

	<u>Year</u>	<u>Total # of Meetings since Appt.</u>	<u>Attended</u>	<u>Absent</u>
<b>Vacant</b> Term Expires: 1/12				
<b>Vacant</b> Term Expires: 1/12				
<b>Vacant</b> Term Expires: 1/12				
Molly Darsow (1) Appointed: 1/10 Term Expires: 1/13	2010 2011	9 10	9 10	0 0
Nancy Roberts (2) Appointed: 10/10 Term Expires: 1/13	2010 2011	6 10	6 10	0 0
Michael Sharkey (1) Appointed: 1/10 Term Expires: 1/13	2010 2011	9 10	3 5	6 5
Todd Chase (1) Appointed: 1/11 Term Expires: 1/13	2011	10	9	1
Elizabeth Morrissey (1) Appointed: 1/11 Term Expires: 1/14	2011	5	4	1
Lall Ram (1) Appointed: 1/11 Term Expires: 1/14	2011	8	5	3
Philip Lowe, Jr. (1) Appointed: 1/11 Term Expires: 1/14	2011	9	9	0
Julie Bagby (1) Appointed: 1/11 Term Expires: 1/14	2011	9	8	1
Full Term Vacancies: 3	Terms Expire: 1/31/15			

**PLANNING COMMISSION ATTENDANCE RECORDS**

	<u>Year</u>	<u>Total # of Meetings since Appt.</u>	<u>Attended</u>	<u>Absent</u>
<b>Tom Rublein (1)</b>				
Appointed: 1/09	2009	8	6	2
Term Expires: 1/12	2010	8	6	2
	2011	8	6	2
<b>Gordon Vizecky (1)</b>				
Appointed: 1/09	2009	8	7	1
Term Expires: 1/12	2010	8	6	2
	2011	8	8	0
<b>Joshua Root (1)</b>				
Appointed: 1/09	2009	8	6	2
Term Expires: 1/12	2010	8	6	2
	2011	8	7	1
<b>Robert Hall (1)</b>				
Appointed: 1/10	2010	8	6	2
Term Expires: 1/13	2011	8	8	0
<b>Maureen Scaglia (3)</b>				
Appointed: 1/04	2004	7	6	1
Term Expires: 1/13	2005	8	8	0
	2006	9	9	0
	2007	13	11	2
	2008	9	7	2
	2009	8	6	2
	2010	8	7	1
	2011	8	5	3
<b>Daniel Kitzberger (1)</b>				
Appointed: 1/10	2010	8	8	0
Term Expires: 1/13	2011	8	5	3
<b>Dennis Schuller (2)</b>				
Appointed: 1/08	2008	9	7	2
Term Expires: 1/14	2009	8	8	0
	2010	8	5	3
	2011	8	5	3
<b>Rick Jabs (2)</b>				
Appointed: 1/07	2007	13	13	0
Term Expires: 1/14	2008	9	9	0
	2009	8	8	0
	2010	8	8	0
	2011	8	7	1

Full Term Vacancies: 2

Terms Expire: 1/31/15

Attendance records do not include study sessions. Ordinance No. 2011-5 reduces membership to 7

## FRIENDSHIP CITY COMMISSION ATTENDANCE RECORDS

	<u>Year</u>	<u>Total # of Meetings since Appt.</u>	<u>Attended</u>	<u>Absent</u>
<b>Vacant</b>				
Term Expires: 1/12				
<b>Vacant</b>				
Term Expires: 1/12				
<b>Vacant</b>				
Term Expires: 1/12				
<b>Dave Delzer (1)</b>				
Appointed: 1/09	2009	9	7	2
Term Expires: 1/12	2010	12	12	0
	2011	7	6	1
<b>Vacant</b>				
Term Expires: 1/13				
<b>Roger Swanson (2)</b>				
Appointed: 1/07	2007	8	7	1
Term Expires: 1/13	2008	10	10	0
	2009	10	10	0
	2010	12	10	2
	2011	7	7	0
<b>Craig Osten (2)</b>				
Appointed: 1/08	2008	10	5	5
Term Expires: 1/13	2009	10	5	5
	2010	12	10	2
	2011	7	5	2
<b>Vacant</b>				
Term Expires: 1/14				
<b>Vacant</b>				
Term Expires: 1/14				
Full Term Vacancies: 4	Terms Expire: 1/31/15			
Mid Term Vacancies: 2	Terms Expire: 1/31/14			
Mid-Term Vacancy: 1	Term Expires: 1/31/13			

Attendance not recorded consistently until 2007.

**TRANSPORTATION COMMISSION ATTENDANCE RECORDS**

	<u>Year</u>	<u>Total # of Meetings since Appt.</u>	<u>Attended</u>	<u>Absent</u>
<b>Martin Kirsch (2) WARD 1</b>				
Appointed: 2/07	2007	10	10	0
Term Expires: 1/12	2008	10	10	0
	2009	9	9	0
	2010	10	10	0
	2011	8	8	0
<b>Patrick Sorenson (2) WARD 1</b>				
Appointed: 2/06	2006	10	6	4
Term Expires: 1/12	2007	10	9	1
	2008	10	8	2
	2009	9	9	0
	2010	10	8	2
	2011	8	6	2
<b>Gail Lund (1) WARD 1</b>				
Appointed: 1/09	2009	9	9	0
Term Expires: 1/12	2010	10	10	0
	2011	8	8	0
<b>Tim Carter (1) WARD 2</b>				
Appointed: 1/10	2010	10	8	2
Term Expires: 1/13	2011	8	6	2
<b>Gary Ness (1) WARD 1</b>				
Appointed: 1/10	2010	10	6	4
Term Expires: 1/13	2011	8	8	0
<b>Vacant</b>				
Term Expires: 1/13				
<b>Vacant</b>				
Term Expires: 1/14				
<b>Peter Easterlund (2) WARD 1</b>				
Appointed: 2/08	2007	10	8	2
Term Expires: 1/14	2008	10	9	1
	2009	9	8	1
	2010	10	10	0
	2011	8	7	1
<b>Vacant</b>				
Term Expires: 1/14				
<b>Sara Nutter (3) WARD 3</b>				
Appointed: 6/05	2005	5	4	1
Term Expires: 1/14	2006	10	9	1
	2007	10	7	3
	2008	10	9	1
	2009	9	9	0
	2010	10	6	4
	2011	8	6	2

Full Term Vacancies: 3  
 Mid-Term Vacancy: 1  
 Mid-Term Vacancy: 1

Terms Expire: 1/31/15  
 Term Expires: 1/31/14  
 Term Expires: 1/31/13

\*Established as committee April 2003, changed to Commission April 2005.

**ARTS COMMISSION**

	<u>Year</u>	<u>Total # of Meetings since Appt.</u>	<u>Attended</u>	<u>Absent</u>
<b>Vacant</b>				
Term Expires: 1/12				
<b>Marilyn Anderson (1)</b>				
Appointed: 1/09				
Term Expires: 1/12				
	2009	9	8	1
	2010	11	9	2
	2011	9	2	7
<b>Jackie Mihalik (2)</b>				
Appointed: 8/05				
Term Expires: 1/12				
	2005	4		
	2006	7		
	2007	10	10	0
	2008	11	7	4
	2009	10	9	1
	2010	11	9	2
	2011	9	7	2
<b>Kevin Klos (1)</b>				
Appointed: 1/07				
Term Expires: 1/12				
	2007	10	7	3
	2008	11	9	2
	2009	10	7	3
	2010	11	10	1
	2011	9	8	1
<b>Vacant</b>				
Term Expires: 1/13				
<b>Debra Caserotti (1)</b>				
Appointed: 1/10				
Term Expires: 1/13				
	2010	11	11	0
	2011	9	9	0
<b>Peter Dysart (2)</b>				
Appointed: 1/07				
Term Expires: 1/13				
	2007	10	7	3
	2008	11	10	1
	2009	10	8	2
	2010	11	6	5
	2011	9	6	3
<b>Ellen Stinger (3)</b>				
Appointed: 3/03				
Term Expires: 1/13				
	2003	0		
	2004	3		
	2005	4		
	2006	8		
	2007	10	6	4
	2008	11	8	3
	2009	10	7	3
	2010	11	8	3
	2011	9	7	2
<b>Ronald Wilson (3)</b>				
Appointed: 3/03				
Term Expires: 1/13				
	2003	1		
	2004	7		
	2005	5		
	2006	8		
	2007	10	9	1
	2008	11	11	0
	2009	10	7	3
	2010	11	8	3
	2011	9	7	2
<b>Judy Goebel (3)</b>				
Appointed: 4/04				
Term Expires: 1/13				
	2004			
	2005	9		
	2006	8		

2007	10	9	1
2008	11	10	1
2009	10	8	2
2010	11	11	0
2011	9	8	1

**Vacant**

Term Expires 1/14

**Vacant**

Term Expires: 1/14

Briana Eicheldinger (1)

Appointed: 1/11

Term Expires: 1/14

2011	8	7	1
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Claire Plank (1)

Appointed: 1/11

Term Expires: 1/14

2011	8	5	3
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Willie Falwell (3)

Appointed: 1/04

Term Expires: 1/14

2004	4		
2005	6		
2006	8		
2007	10	8	2
2008	11	11	0
2009	10	10	0
2010	11	10	1
2011	9	9	0

Full Term Vacancies: 4

Mid-Term Vacancies: 2

Mid-Term Vacancy: 1

Terms Expire: 1/31/15

Terms Expire: 1/31/14

Term Expires: 1/31/13

**CITY ADVISORY COMMISSION YEAR-END REPORT OF ACCOMPLISHMENTS**  
**2011**

**ADVISORY BOARD OF HEALTH**

- Continued to support the Statewide Health Improvement Plan (SHIP) work within the community (City, schools, churches, etc.) and advocated for continued SHIP funding in the coming year as well as participated in the SHIP Community Leadership Team (Jennifer Turrentine)
- Presentations were given by Richfield Public Schools and Bloomington Public Health Division (City of Bloomington)
- On-going updates of the work of the Richfield Bike Task Force were regularly given by Chris Olson (RABH member) who also served on the Bike Task Force for the City.
- On-going updates of the work of the Yellow Ribbon Campaign were given by Kirsten Johnson who serves as a liaison to the Yellow Ribbon Campaign work group and is also a Richfield Advisory Health Board member.
- Staff presentations on public/private partnership project with Blue Cross and Blue Shield MN to become familiar with the do.town project between the cities of Bloomington, Edina and Richfield with Blue Cross and Blue Shield MN.
- Attendance at the launch of the do.town project in September
- Participation in the School District's Wellness Expo for the fourth year
- Determined and presented the 2010 Food Safety Awards to Richfield establishments

**ARTS COMMISSION**

The commission provided their report to the City Council in February.

**CIVIL SERVICE COMMISSION**

- Annual meeting held in accordance with State Statute. New member Anthony Bradford. Officers: President/Chair – Marc Sullivan; Vice-President – Anthony Bradford; Secretary – Philip Mortenson.
- Report on cancellation of Police Sergeant Promotion Process reviewed.
- Approved inclusion of psychological profile on Fire promotion processes.
- Certified Police Cadet Eligible Register and approved new Police Cadet testing process.
- Approved Fire Chief selection process with waiver of newspaper posting.
- Approved Asst. Fire Chief/Fire Marshal selection process (if needed, in case the present Asst. was promoted), with waiver of newspaper posting.
- Certified Fire Chief Eligible Register.
- Approved amendment to Asst. Fire Chief/Fire Marshal process to change oral board make-up, if needed, by removing present Fire Chief and adding Jesse Swenson from HR.
- Approved making Fire Marshal position separate from Asst. Fire Chief position.
- Approved Fire Marshal testing process.
- Tabled certification of Fire Marshal Eligible Register at request of City Manager for budgetary reasons.
- Tabled discussion of proposed changes to Fire Rules & Regulations by Union representatives.
- Approved Entry Level Fire Fighter process.
- Established that minutes of Civil Service Commissions will be posted on the City website.
- Tabled discussion Asst. Fire Chief and Fire Marshal positions.
- Certified Police Cadet Promotion (to police officer) Eligible Register.
- Approved Police Cadet testing process.
- Approved Entry Level Fire Fighter exam accommodations for overseas military personnel.
- Approved Entry Level Police Officer testing process.
- Certified Police Cadet Eligible Register.
- Certified Fire Fighter Eligible Register.

## COMMUNITY SERVICES COMMISSION

### Highlights

- Advised and assisted staff with direction for a new tier-one skate park.
- Researched and discussed options for waste-hauling options for the City.
- Provided feedback to staff regarding a proposed trail connection along Richfield Parkway and a proposed 63<sup>rd</sup> Street Greenway.
- Approved a revised Athletic Facility Reservation Policy and Outdoor Pool Fee Structure.
- Recommended approval of a loan to the Honoring All Veterans Memorial to complete construction and recommended approval of a proposed landscaping plan.
- Prioritized items for the Capital Improvement Plan and recommended Council approval.
- Appointed new and returning members to the Friends of Wood Lake (FOWL) Board.
- Provided feedback to staff and recommended approval of a revised Diseased Tree Removal Policy.
- Hosted the Stormwater Pollution Prevention Program annual public meeting.
- Provided feedback to staff for a policy for permitting use of public parks and streets.
- Hosted a report from the City Forester regarding the City's tree disease treatment and prevention practices.
- Considered options for a proposed community band shell and appointed a member to serve on a sub-committee.

*The CSC appointed liaisons to, and received regular reports from, the following groups:*

- Planning Commission
- Arts Commission
- FOWL Board
- Transportation Committee
- Bike Planning Group
- Honoring All Veterans Memorial, Inc.
- Community Bandshell Group
- Waste Hauling Group

*In the coming year, the CSC will*

- Prioritize capital improvement items.
- Maintain direct involvement with the aforementioned task forces.
- Continue to provide feedback and direction to City staff and recommendations to the City Council.
- Develop recommendations for a community band shell.
- Connect with City-wide public health and environmental initiatives, particularly Green Step Cities and do.town.

## FRIENDSHIP CITY COMMISSION

Greetings from our friends in Costa Rica and especially Heredia, Costa Rica. Last year was a year of preparation for the commission for a trip to visit our friends and see what changes have been made in the lives of the people of Costa Rica. We sent a delegation of twelve on this trip in March, six of which were new visitors to Costa Rica. My wife and I were two of the newbies. Our visit involved staying in homes of six families to get the real taste and flavor of the culture that was new to me.

To make it easier on our host families, we traveled some during the week. We visited a school that was damaged by the earthquake in 2008 and for which we raised funds to assist in their rebuilding. We saw nature at its best. Birds, holler monkeys, a volcano and many countless varieties of beautiful flowers. We brought gifts to the adult day care center; gifts of sweaters provided mostly by Gramercy residences who we have hopes will adopt the day care center as a project in the future. We brought items to the Children's Library at the University and my favorite was the soccer association we have gotten to know. We brought 24 pairs of soccer shoes and some soccer balls as gifts. My wife saw a small boy on the field playing soccer in rubber boots and he was so happy for the shoes his family probably could not afford.

We also met with Guillermo Hernandez the sculpture of 'Alianza' which is in the Kirschbak Sculpture Gardens. He plans to have another work completed in the next year or so to add to our collection.

This trip marked the 20th year of our relationship with the people of Heredia and was celebrated by a meal, cake and speeches with the Heredia City Council and all those who attended the meeting.

Just for information sake, all travelers paid their own way for all travels and no monies were paid by the City of Richfield as we are an unfunded commission. For the most part gifts taken on this trip were donated by many sources and we thank them all. We are hopeful to invite visitors from Heredia next spring or whenever, when a rededication of Heredia Park date has been determined. Please keep us in the loop on this.

Our commission is small and currently consists of three appointed members. We would like more members as ideas come with numbers. We do have a good number of Costa Rican people living in Richfield and a greater number of people who have traveled to Costa Rica for business or pleasure. We hope to tap those resources for commission members in the future.

Submitted by Roger Swanson, Chair

### **HUMAN RIGHTS COMMISSION**

- The Human Rights Commission increased membership from 4 to 8 members in 2011.
- The Commission recommended the passage of a Domestic Partner Ordinance and an amendment to the City Bereavement Leave policy to include Domestic Partners and families of (Domestic Partners). The ordinances were approved by the City Council in February 2011.
- The Commission held a community book club event in March 2011. The book and event focused on Veteran issues, PTSD, and the human rights needs of Veterans in our community. The Commission held the second of this series of book club events on June 20, 2011. This second community event focused on the Immigrant experience and the needs of New Americans in our community.
- The Commission participated in the Cinco de Mayo community event in May 2011. In the past 6 months, the Commission connected with MIRA, the New Americans Healthy Together program, Amy Dusek and Joint Community Police Partnership. The Commission applied for a New Americans Healthy Together program mini-grant and received a \$500 award.
- The Commission is participating in a Beyond the Yellow Ribbon Community Campaign. The Commission participated in the Community Kick-off meeting (for the campaign) in April 2011.
- The Commission awarded Diane Ahlquist with the 2011 Gene and Mary Jacobsen Outstanding Citizen Award.
- The Commission is planning a Legal Advice Workshop for New American community members to be held in January 2012.

### **PLANNING COMMISSION**

- Completed regular review of zoning applications for a variety of local developments and projects including:
  - CVS (66<sup>th</sup> Street & Penn Avenue), Lyndale Plaza (6401 Lyndale Ave), Lyndale Station (66<sup>th</sup> Street and Lyndale Avenue), EcoSmarte (1600 78<sup>th</sup> St E)
- Recommend approval of numerous changes to the City's zoning ordinances related to:
  - Parking standards for take-out restaurants, setback encroachments, fences, home occupations, commercial setbacks, permitted businesses, signs, conditional uses, community gardens and application and administrative requirements.
- Consider and discuss possible future changes to the City's zoning ordinances related to:
  - Home occupations, residential accessory buildings and parking lots.
- Recommend approval of Comprehensive Plan amendments at the intersection of 70<sup>th</sup> Street and Nicollet Avenue, and at two sites on Penn Avenue.
- Host the annual joint meeting of Bloomington, Edina and Richfield Planning Commissions.

### **TRANSPORTATION COMMISSION**

- Completed the process of Richfield Parkway North Connection planning, consistent with the vision for east Richfield.
  - Worked with a consultant on various layout alternatives.
  - Held two public open houses to gather input from residents and business owners.
  - Recommended layout to the City Council.

- Expected to continue involvement the design process in 2012.
- Reviewed the I-494 projects for 2012 and provided input to staff on concerns related to visions for and impacts on Richfield.
- Reviewed the preliminary Intercity Regional Trail Master Plan and provided comment to Three Rivers Park District.
- Reviewed the preliminary 66<sup>th</sup> Street Planning Study and provided comment to the study consultant and staff.
- Received update from staff on the general operation and snow removal priorities for sidewalks and provided feedback.
- Reviewed data and staff input on several No Turn On Red sign locations and provided recommendation for removal of the signs at 66<sup>th</sup> Street and Lyndale Ave and 66<sup>th</sup> Street & Nicollet Avenue.
- Continued the process of prioritizing arterial road corridors for capital improvement projects and to aid efforts in obtaining outside funding for reconstruction efforts.
- Reviewed traffic concerns on 69<sup>th</sup> and 70<sup>th</sup> Streets and considered data from staff and comments from the public before recommending increased enforcement as a solution.
- Monitored the Metro Sewer Project progress and transportation impacts.
- Reviewed the concerns related to the 76<sup>th</sup> Street & Upton Avenue traffic signal and provided a recommendation for additional public involvement to gather more accurate resident feedback.
- Reviewed feedback from the public on the Portland Avenue Lane Reconfiguration Pilot Project.
- Received an update from Richfield staff on the Regional and Local Transportation Project Planning efforts currently underway by various agencies and provided feedback.
- Continue to discuss possible transportation related Do.Town initiatives.