

CITY OF RICHFIELD, MINNESOTA
TUESDAY, FEBRUARY 9, 2010

SPECIAL CITY COUNCIL WORKSESSION

**CITY HALL COUNCIL CHAMBERS
6700 PORTLAND AVENUE**

5:30 P.M.

AGENDA

Call to order

Roll call

1. Discussion with local legislators

Notes: _____

Adjournment

REGULAR CITY COUNCIL MEETING

**COUNCIL CHAMBERS
6700 PORTLAND AVENUE**

7:00 P.M.

AGENDA

INTRODUCTORY PROCEEDINGS

Call to order

Roll call

Open forum (15 minutes maximum)

Each speaker is to keep their comment period to three minutes to allow sufficient time for others. Comments are to be an opportunity to address the Council on items not on the agenda. Individuals who wish to address the Council must have registered prior to the meeting.

Notes: _____

Pledge of Allegiance

Approval of minutes of (1) Regular City Council Meeting of January 12, 2010; (2) Special City Council Meeting of January 26, 2010; and (3) Special City Council Worksession of January 26, 2010

PRESENTATION

1. Presentation of 2009 Police Officer of the Year award to City of Richfield Police Officer Jeff Hatzenbeller (Council Memo No. 18)

COUNCIL DISCUSSION

2. Council discussion
 - Girl Scout Cookie Care & Share
 - Hats Off to Hometown Hits

Notes: _____

AGENDA APPROVAL

3. Council approval of agenda

CONSENT CALENDAR

4. **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 is necessary. However, any Council Member may request that an item be removed from the Consent Calendar and placed on the regular agenda for Council discussion and action. All items listed on the Consent Calendar are recommended for approval.**
 - A. Consideration of approval of purchase of four new Ford Crown Victoria police squad cars from Elk River Ford, Inc. in amount of \$90,826.44, plus tax S.R. No. 27

Notes: _____

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

Notes: _____

PUBLIC HEARING

6. Public hearing regarding resolution authorizing use of funds for 2010 Urban Hennepin County Community Development Block Grant Program

Staff Report No. 28

Notes: _____

CITY MANAGER'S REPORT

7. City Manager's report

Notes: _____

8. Claims and payrolls

Open forum (additional 15 minutes if more time needed after first Open Forum and by majority vote of the City Council)

Each speaker is to keep their comment period to three minutes to allow sufficient time for others. Comments are to be an opportunity to address the Council on items not on the agenda. Individuals who wish to address the Council must have registered prior to the meeting.

Notes: _____

9. Special City Council Closed Executive Session in Executive Conference Room regarding City Manager annual performance evaluation

10. Reconvene Regular City Council Meeting in Council Chambers

RESOLUTION

11. Summary report of City Manager's annual performance evaluation for 2009 and consideration of resolution amending employment agreement between City of Richfield and City Manager Steven L. Devich for 2010

Staff Report No. 29

Notes: _____

12. 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 Calendar

[Calendars Net](#)

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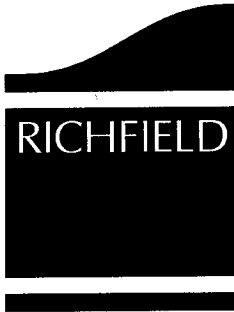
February 2010

Monday		Tuesday	Wednesday	Thursday	Friday
1	Feb	2	3	4	5
8 AM Civil Service Commission		7 PM Human Rights Commission CANCELED	7 PM Transportation Commission	7 PM Arts Commission @ Community Center	
8		9	10	11	12
7 PM Planning Commission Study Session		5:30 PM Special City Council Worksession 7 PM Regular City Council Meeting			
15		16	17	18	19
PRESIDENTS DAY - CITY HALL CLOSED		5:30 PM Hearing Examiner in Heredia Room 7 PM Community Services Commission @ Community Center (CANCELED) 7 PM HRA Meeting		4:30 PM FOWL Board Meeting @ WLNC 7 PM Friendship City Commission	
22		23	24	25	26
5:30 PM RCHSPC 7 PM Planning Commission		5:30 PM Special City Council Worksession 7 PM Regular City Council Meeting			SATURDAY, FEBRUARY 27 9:30-10:30 AM Mayor's Hour @ Wood Lake Nature Center

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All meetings held at City Hall (6700 Portland Avenue) unless indicated otherwise

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free online interactive web calendars



CITY COUNCIL MEETING MINUTES

Richfield, Minnesota

Regular Meeting

January 12, 2010

CALL TO ORDER

The meeting was called to order by Mayor Goettel at 7:00 p.m.

ROLL CALL

Members Present: Debbie Goettel, Mayor; Sue Sandahl; Pat Elliott; Fred Wroge; and Tom Fitzhenry.

Staff Present: Steven L. Devich, City Manager; Mike Eastling, Public Works Director; Barry Fritz, Public Safety Director; Jim Topitzhofer, Recreation Services Director; Chris Regis, Finance Manager; Kristin Asher, City Engineer; Dave Conrads, Building Maintenance Supervisor; Pam Dmytrenko, Assistant to the City Manager; Chris Link, Street Maintenance Supervisor; Corrine Heine, City Attorney; and Cheryl Krumholz, Recording Secretary.

OPEN FORUM

None.

PRESENTATION OF COLORS AND PLEDGE OF ALLEGIANCE

Mayor Goettel led the audience in the Pledge of Allegiance.

Item #1	APPROVAL OF MINUTES
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M/Sandahl, S/Fitzhenry to approve the minutes of (1) Regular City Council Meeting of December 8, 2009.

Motion carried 5-0.

Item #2	COUNCIL DISCUSSION <ul style="list-style-type: none"> • HATS OFF TO HOMETOWN HITS • RICHFIELD BICYCLE MASTER PLAN TASK FORCE APPOINTMENTS
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Council Member Elliott acknowledged the individuals who were interviewed on Saturday for advisory commission appointments.

Mayor Goettel acknowledged the great snow plowing efforts in Richfield.

Council Member Fitzhenry acknowledged the recent public health flu clinic.

Council Member Sandahl acknowledged the award of a Hennepin County grant to the City to be used to complete the Lincoln Athletic Complex project.

Tom Rublein, representative, announced the January 23 Remodeling Fair.

Mayor Goettel expressed concern about the Transportation Commission forming a Bicycle Master Plan Task Force and that this procedural process may set a precedent because typically the City Council creates a task force and its membership.

City Engineer Asher explained the bikeway trail planning history and rationale for forming a task force.

Council Member Sandahl stated a variety of task forces have been established and the membership has been formed with different approaches. She also suggested the process be expedited because of funding timelines depending upon the situation.

Council Member Elliott expressed concern regarding perception and did not support the task force formed by the Transportation Commission.

The City Council consensus was to have recommendations for the formation of task forces be presented to the City Council in advance with the City Council deciding on how to proceed.

The City Council consensus was to have the Bicycle Master Plan Task Force proceed as planned with continual feedback provided to the City Council, including membership composition and representation and public involvement.

Council Member Sandahl reported on the November 2009 National League of Cities Conference she attended.

Mayor Goettel reported that the Regional Council of Mayors request to have a resolution supporting complete streets. She added she will provide information to the City Council prior to it being in a City Council agenda for consideration.

Item #3	COUNCIL APPROVAL OF AGENDA
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Mayor Goettel added Item #10B – Advisory commission appointments.

M/Sandahl , S/Goettel to approve the agenda as amended.

Motion carried 5-0.

Item #4	CONSENT CALENDAR
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- A. Consideration of approval of designating available Department Director or Assistant to the City Manager as Acting City Manager in 2010 in event City Manager is absent from City S.R. No. 2
- B. Consideration of approval of resolution regarding City Council Member attendance at City Council meetings for 2010 S.R. No. 3

RESOLUTION NO. 10329

RESOLUTION REGARDING ATTENDANCE
BY COUNCIL MEMBERS AT COUNCIL MEETINGS

This resolution appears as Resolution No. 10329.

- C. Consideration of approval of resolution designating for Richfield Sun-Current as official newspaper for City of Richfield for 2010 S.R. No. 4

RESOLUTION NO. 10330

RESOLUTION DESIGNATING AN OFFICIAL NEWSPAPER FOR 2010

This resolution appears as Resolution No. 10330.

- D. Consideration of approval of resolutions designating official depositories, including approval of collateral, for City of Richfield for 2010 S.R. No. 5

RESOLUTION NO. 10331

RESOLUTION DESIGNATING U.S. BANK
A DEPOSITORY OF FUNDS OF THE CITY OF RICHFIELD
FOR THE YEAR 2010

This resolution appears as Resolution No. 10331.

RESOLUTION NO. 10332

RESOLUTION DESIGNATING CERTAIN SAVING AND LOAN
ASSOCIATIONS, BANKS AND CREDIT UNIONS AS DEPOSITORIES
FOR THE DEPOSIT AND INVESTMENT OF CITY FUNDS IN 2010

This resolution appears as Resolution No. 10332.

RESOLUTION NO. 10333

RESOLUTION DESIGNATING CERTAIN FINANCIAL
INSTITUTIONS AS DEPOSITORIES FOR THE INVESTMENT OF
CITY OF RICHFIELD FUNDS IN 2010

This resolution appears as Resolution No. 10333.

- E. Consideration of approval of resolution authorizing use of City credit card by City employees otherwise authorized to make purchases on behalf of City S.R. No. 6

RESOLUTION NO. 10334

RESOLUTION AUTHORIZING THE USE OF CREDIT CARDS BY CITY
EMPLOYEES OTHERWISE AUTHORIZED TO MAKE PURCHASES
ON BEHALF OF THE CITY OF RICHFIELD FOR THE YEAR 2010

This resolution appears as Resolution No. 10334.

- F. Consideration of approval of resolution authorizing acceptance of \$1,500 grant from Richfield Foundation for Public Safety/Police; 2010 Cinco de Mayo celebration S.R. No. 7

RESOLUTION NO. 10335

RESOLUTION AUTHORIZING THE DEPARTMENT OF PUBLIC
SAFETY/POLICE TO ACCEPT A GRANT OF \$1,500 FROM THE
RICHFIELD FOUNDATION TO FUND THE 2010 CINCO DE MAYO
CELEBRATION IN RICHFIELD

This resolution appears as Resolution No. 10335.

- G. Consideration of approval of resolution authorizing acceptance of \$1,500 grant from Wal-Mart, 715 East 78th Street, Bloomington, MN for funding Richfield Police canine unit S.R. No. 8

RESOLUTION NO. 10336

RESOLUTION AUTHORIZING RICHFIELD/POLICE TO RECEIVE
GRANT FUNDS FROM WAL-MART, BLOOMINGTON, TO ASSIST
THE RICHFIELD POLICE CANINE UNIT WITH THE MAINTENANCE
AND CARE OF THE TWO RICHFIELD CANINES

This resolution appears as Resolution No. 10336.

- H. Consideration of approval of 2010 contract with City of Bloomington for Public Health Emergency Response I-II-III grant activities as required by Centers of Disease Control through MN Department of Health for vaccination clinics, supplies and planning for mass dispensing within community relating to H1N1 S.R. No. 9
- I. Consideration of approval of 2010 contract with City of Bloomington using federal grant funds distributed by federal grant from Centers for Disease Control to provide public health emergency preparedness/bioterrorism services and development of response system S.R. No. 10
- J. Consideration of approval of continuation of agreement for 2010 with City of Bloomington for provision of public health nursing services for City of Richfield S.R. No. 11

- K. Consideration of approval of continuation of plumbing and mechanical inspections and code enforcement contract for 2010 with City of Bloomington for inspection services for Richfield S.R. No.12
- L. Consideration of approval of continuation of agreement for 2010 with City of Bloomington for food inspection services for Richfield S.R. No. 13

M/Sandahl, S/Wroge to approve the Consent Calendar.

Motion carried 5-0.

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

Item #6	CONSIDERATION OF WORK PROPOSAL FROM HOWARD R. GREEN COMPANY TO COMPLETE DESIGN AND FACILITATE PUBLIC INVOLVEMENT FOR TWO PEDESTRIAN/BICYCLE ROUTES AT COST NOT TO EXCEED \$32,372.44 S.R. NO. 14
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Council Member Sandahl presented Staff Report No. 14.

City Engineer Asher stated the design may be a designated route not necessarily a trail connection. She added the funds need to be spent by the end of 2010.

Council Member Wroge questioned the bike route connections with Minneapolis.

City Engineer Asher explained the City is in discussions with Minneapolis and MnDOT.

City Engineer Asher also stated Howard R. Green includes an active public involvement process.

M/Sandahl, S/Fitzhenry to approve the work proposal from Howard R. Green Company to complete design and facilitate public involvement for two pedestrian/bicycle routes at cost not to exceed \$32,372.44.

Motion carried 5-0.

Item #7	CONSIDERATION OF DESIGNATING COUNCIL LIAISON APPOINTMENTS TO VARIOUS METROPOLITAN AGENCIES AND CITY ADVISORY COMMISSIONS S.R. NO. 15
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Council Member Elliott presented Staff Report No. 15.

M/Goettel, S/Sandahl to approve designating City Council liaison appointments for 2010 to various metropolitan agencies and city advisory commissions.

Metro Cities	Debbie Goettel	Representative
	Pat Elliott	Alternate
	Fred Wroge	Alternate
	Tom Fitzhenry	Alternate
	Sue Sandahl	Alternate
League of Minnesota Cities	Debbie Goettel	Representative
	Sue Sandahl	Alternate
N.O.I.S.E. Oversight Committee	Tom Fitzhenry	Representative
	Pam Dmytrenko	Alternate
N.O.I.S.E	Tom Fitzhenry	Representative
	Debbie Goettel	Alternate
Transportation Commission	Sue Sandahl	Liaison
	Tom Fitzhenry	Alternate
I-35W Solutions Alliance	Sue Sandahl	Liaison
	Pat Elliott	Alternate
	Mike Eastling	Alternate
494 Corridor Commission	Sue Sandahl	Liaison
	Pat Elliott	Alternate
	Kristin Asher	Alternate
Planning Commission	Pat Elliott	Liaison
	Debbie Goettel	Alternate
Community Services Commission	Fred Wroge	Liaison
	Pat Elliott	Alternate
Advisory Board of Health	Debbie Goettel	Liaison
	Tom Fitzhenry	Alternate
Human Rights Commission	Pat Elliott	Liaison
	Debbie Goettel	Alternate
Friendship City Commission	Pat Elliott	Liaison
	Sue Sandahl	Alternate
Arts Commission	Debbie Goettel	Liaison
	Sue Sandahl	Alternate
City Hall Task Force	All Council Members	
Property Excellence Task Force	Tom Fitzhenry	Liaison
	Fred Wroge	Alternate
Richfield Community Human Services Planning Council	Debbie Goettel	Representative
FOWL Board	Debbie Goettel	Representative
	Fred Wroge	Alternate

Southwest Cable Commission	Fred Wroge	Representative
	Steve Devich	Representative
	Sue Sandahl	Alternate
Richfield Historical Society	Debbie Goettel	Representative
Richfield School District	Pat Elliott	Representative
	Fred Wroge	Alternate

Motion carried 5-0.

Item #8	CONSIDERATION OF DESIGNATING COUNCIL MEMBER(S) TO ATTEND MARCH 2010 NATIONAL LEAGUE OF CITIES CONGRESSIONAL CONFERENCE; JULY 2010 N.O.I.S.E. CONFERENCE; AND NOVEMBER 2010 NATIONAL LEAGUE OF CITIES CONGRESS OF CITIES CONFERENCE S.R. NO. 16
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Council Member Fitzhenry presented Staff Report No. 16.

Mayor Goettel requested the City Council consider designating her to attend the March 2010 National League of Cities Congressional Conference because of transportation discussion opportunities with Minnesota Congressional Representatives.

Council Member Wroge expressed concerns regarding budget constraints.

The City Council consensus was to reserve the designation for additional conferences for a future discussion.

M/Sandahl, S/Elliott to authorize Mayor Goettel to attend the March 2010 National League of Cities Congressional Conference and reserve to a later date, the designation of City Council Member(s) to attend the July 2010 N.O.I.S.E. Conference and the November 2010 National League of Cities Congress of Cities Conference.

Motion carried 5-0.

Item #9	CONSIDERATION OF BID MINUTES/TABULATION AND AWARD OF CONTRACTS AS RECOMMENDED BY STAHL CONSTRUCTION FOR NEW RICHFIELD MUNICIPAL CENTER S.R. NO. 17
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Council Member Wroge presented Staff Report No. 17.

Dale Sonnichsen, Stahl Construction, discussed the bidding process.

Council Member Sandahl questioned the stormwater holding change.

Public Works Director Eastling explained the change is to a more traditional stormwater holding working with land grades rather than underground.

Mayor Goettel expressed concern regarding the rejection of the add-alternate bids for the vertical fins and humidification because of the impact on indoor air quality and suggested cost suggestions be looked at other areas instead.

Council Member Sandahl agreed with Mayor Goettel and added there is potential energy savings and the better quality of employee space.

Mike Cox, WOLD Architects, stated humidification could be included in the HVAC re-bid. He added there is a significant amount of energy usage with humidification.

Council Member Elliott suggested the recommendation from Stahl Construction and City staff be accepted, HVAC re-bid include humidification, and the vertical sun fins be revisited later.

Council Member Fitzhenry stated cost should not be sacrificed at the expense of employees.

Steve Orfield, Orfield Laboratories, stated building performance standards need to be met. The expense for the vertical sun fins will provide better comfort. Budget reductions should not be made from work space areas because of the impact on the quality of living in the building.

Mr. Sonnichsen stated the vertical sun fins could be added as a change order on the glazing contract.

Mr. Sonnichsen discussed the current bid climate, tight margins, and work scope of the project. He added that he believed a good value was received on the items bid.

City Manager Devich discussed the changes in the building footprint with the Orfield Laboratories work and meeting with WOLD and City staff added to increased costs; including the LOGIS computer requirement, moving the radio tower, and stormwater holding. The bids awarded tonight are what is in the scope of work.

M/Wroge, S/Goettel to approve the following:

- 1) Accept the bids as recommended by Stahl Construction Company on the attached report in the amount of \$7,855,415.
- 2) Reject and re-bid contracts #02 asphalt paving; #03 site concrete; #35 visual display boards & cases; #46 HVAC & controls; and #47 electrical as recommended by Stahl Construction Company.
- 3) Accept the deduct-alternate bid #5, storm sewer system.
- 4) Accept add-alternate bid #1, terrazzo flooring upgrades.
- 5) Reject the add-alternate bid #3 landscape upgrades
- 6) Reserve bid #2 vertical sun fins as a possible change order
- 7) Include bid #4 humidification in bid #46 HVAC & controls re-bid

Motion carried 5-0.

City Attorney Heine clarified that the glazing contract was awarded this evening without the fins, which may be considered later as a change order.

Item #10	CONSIDERATION OF DESIGNATING MAYOR PRO TEMPORE FOR 2010 S.R. NO. 1
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Mayor Goettel presented Staff Report No. 1.

M/Goettel, S/Elliott to approve designation of Sue Sandahl as Mayor Pro Tempore for 2010.

Motion carried 5-0.

Item #10B

CONSIDERATION OF APPOINTMENTS TO CITY ADVISORY COMMISSIONS

Council Member Sandahl presented proposed appointments to City advisory commissions.

M/Sandahl, S/Wroge to approve the following appointments to the City advisory commissions:

ADVISORY BOARD OF HEALTH

<u>Name</u>	<u>Term Expires</u>
Dennis Callmie	January 31, 2013
Matt Tietje	January 31, 2013
Jennifer Turrentine	January 31, 2013

ARTS COMMISSION

<u>Name</u>	<u>Term Expires</u>
Debra Casseroti	January 31, 2013
Peter Dysart	January 31, 2013
Judith Goebel	January 31, 2013
Melissa Huybrecht	January 31, 2013

COMMUNITY SERVICES COMMISSION

<u>Name</u>	<u>Term Expires</u>
Daniel Edgerton	January 31, 2013
Robert Shotwell	January 31, 2013
Sarah Till	January 31, 2013

FRIENDSHIP CITY COMMISSION

<u>Name</u>	<u>Term Expires</u>
Roger Swanson	January 31, 2013
Tracy Hollenbeck	January 31, 2013

HUMAN RIGHTS COMMISSION

<u>Name</u>	<u>Term Expires</u>
Molly Darsow	January 31, 2013
Michael Sharkey	January 31, 2013

PLANNING COMMISSION

<u>Name</u>	<u>Term Expires</u>
Robert Hall	January 31, 2013
Maureen Scaglia	January 31, 2013
David Kitzenberg	January 31, 2013

TRANSPORTATION COMMISSION

<u>Name</u>	<u>Term Expires</u>
Tim Carter	January 31, 2013
Gary Ness	January 31, 2013
Andrew Wittenberg	January 31, 2013

Motion carried 5-0.

Item #11	<p>CITY MANAGER'S REPORT</p> <ul style="list-style-type: none"> • TUESDAY, FEBRUARY 9 SPECIAL CITY COUNCIL WORKSESSION (ANNUAL CITY COUNCIL/CITY STAFF GOALSETTING SESSION) • MUNICIPAL CENTER COUNCIL CHAMBERS AUDIO VISUAL DESIGN
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City Manager Devich requested direction regarding the audio-visual design because Orfield Laboratories has requested an additional contract or if he should seek quotations from other to seek the lowest bidder.

Mr. Orfield explained the services he has already provided and the services he is proposing to perform, including preparing the design bid process to procure the Council Chambers sound system. He suggested not using a vendor-based system with no independent benchmarking.

Council Member Sandahl suggested spending the funds and getting the audio-visual done right.

Mayor Goettel agreed on not using a vendor.

Council Member Elliott questioned the scope of work being proposed by Mr. Orfield.

City Manager Devich discussed the potential use of the cable television fund to purchase audio-visual equipment and not project funds.

The City Council consensus was to have Orfield Laboratories provide a proposal to the City Council for consideration at a meeting.

City Manager Devich discussed scheduling the annual goalsetting session.

City Manager Devich discussed scheduling the annual meeting with local legislators.

Item #12	CLAIMS AND PAYROLL
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M/Sandahl, S/Wroge that the following claims and payrolls be approved:

U.S. BANK 12-22-09

A/P Checks: 191005 – 191362	\$ 1,491,680.24
PAYROLL 62928 – 63236; 41464 – 41466	\$ 488,761.62
 TOTAL	 \$ 1,980,441.86

U.S. BANK 01-12-10

A/P Checks: 191363 – 191806	\$ 2,558,443.28
PAYROLL 63237 – 63853	\$ 1,012,597.27
 TOTAL	 \$ 3,571,040.55

Motion carried 5-0.

OPEN FORUM

None.

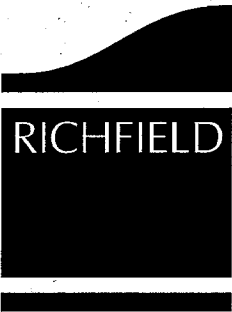
The City Council meeting was adjourned by unanimous consent at 9:10 p.m.

Date Approved: _____

 Debbie Goettel
 Mayor

 Cheryl Krumholz
 Recording Secretary

 Steven L. Devich
 City Manager



CITY COUNCIL MEETING MINUTES

Richfield, Minnesota

Special City Council Meeting Advisory Board/Commission Applicant Interview

January 26, 2010

CALL TO ORDER

The meeting was called to order by Mayor Goettel at 5:30 p.m. in the City Hall Executive Conference Room.

ROLL CALL

MEMBERS PRESENT: Debbie Goettel, Mayor; Sue Sandahl; Pat Elliott; Fred Wroge; and Tom Fitzhenry.

INTERVIEW OF APPLICANTS

The City Council conducted interviews of the following applicants for appointment to City Advisory Boards and Commissions:

Ellen Stinger

Craig Osten

Ron Wilson

ADJOURNMENT

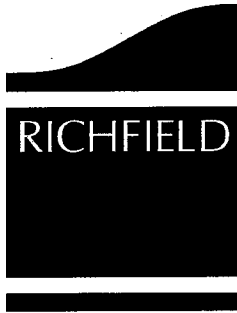
The meeting was adjourned by unanimous consent at 5:56 p.m.

Date Approved: _____

Debbie Goettel
Mayor

Cheryl Krumholz
Recording Secretary

Steven L. Devich
City Manager



CITY COUNCIL MINUTES
Richfield, Minnesota

Special Worksession

January 26, 2010

CALL TO ORDER

The meeting was called to order by Mayor Goettel at 6:04 p.m.

ROLL CALL

Council Members

Present:

Debbie Goettel, Mayor; Pat Elliott; Fred Wroge; Sue Sandahl; and Tom Fitzhenry.

Staff Present:

Steven L. Devich, City Manager; Mike Eastling, Public Works Director; John Stark, Community Development Director; Christine Costello; Community Development Coordinator; Robert Hintgen, Utility Superintendent; and Cheryl Krumholz, Recording Secretary.

Item #1

PRESENTATION BY MICHAEL DEVELOPMENT AND ST. CROIX REAL ESTATE REGARDING POTENTIAL DEVELOPMENT OF WOODLAKE PLAZA (COUNCIL MEMO NO. 5)

Community Development Director Stark stated on October 27, 2009, Michael Development and St. Croix Real Estate made a presentation at a City Council Worksession regarding their proposed development at 6401 Lyndale Avenue. At that Worksession, members of the City Council requested that the developers provide more detailed information regarding their proposal.

As a response to that request, Michael Development and St. Croix Real Estate have submitted a detailed project proposal with supporting documentation.

Terry McNellis, developer, and Paul Keely, architect from Collage Urban Design Studios, made a presentation including:

- A description of the history of the existing retail center;
- An explanation of the difficulties the owners have experienced in their recent efforts to market/lease retail space;
- A description of the proposed multi-family housing project and the financing that is being sought;
- Maps of the general area, comprehensive planning in the area and zoning in the area;
- Architectural drawings of the proposed project;
- A market study and supplemental market study;

- A sources and uses statement showing project funding; and
- Tax Increment Financing projections.

Council Member Wroge expressed concern regarding affordable housing units, parking issues, anticipated transit use, potential over occupancy and tax increment financing assistance.

Council Member Sandahl stated it was not appropriate to tell the developer there is not enough parking when the City Code has been met.

Community Development Director Stark explained the parking space range per unit as defined in the code. In the past, a parking study is completed to obtain realistic expectations. He added daytime parking space appears to be the issue, not the evening, in mixed-use developments.

Council Member Elliott stated there needs to be a balance, which always has risks between recognizing public transportation alternatives or multiplying parking space requirements.

Mayor Goettel said the move is in the direction of public transportation use but Metro Transit service is limited.

Council Member Wroge stated that he believed the developer meets the minimum not maximum parking requirements and then requests public financing assistance.

Mayor Goettel said tax increment financing assistance is difficult for her to accept because of budget issues and this is a prime real estate location, especially if the area in 66th Street/Lyndale Avenue changes.

Rebecca Kurtz, Ehlers & Associates, reviewed an estimated summary tax analysis for the proposed redevelopment, including the HRA administrative fee.

Council Member Wroge requested a Council Memo be provided on the estimates. He added there is a reduction in the City portion of the taxes.

Mayor Goettel asked about the lender's commitment on the project.

Mr. McNellis explained if no tax increment financing assistance is provided, the lender will not underwrite the project funding.

Council Member Sandahl stated she liked the appearance of the development and was supportive of seeing more. She expressed her comfort with the funding because the total taxes is in excess of what the City now receives, even if some of it is shifted to the HRA.

Council Member Elliott agreed with Council Member Sandahl to move forward.

Mayor Goettel stated she did not agree with tax increment financing assistance.

Council Member Wroge expressed support for the idea of the project but not for tax increment financing assistance because there are too many tax increment districts with tax funds not coming back to the City.

Community Development Director Stark explained the Housing District tax increment financing district requirements.

The City Council consensus was that due to lack of time, discussion of the proposed redevelopment should be continued to a future City Council Worksession.

Item #2	DEMONSTRATION OF NEW SUPERVISORY CONTROL AND DATA ACQUISITION (SCADA) UTILITY SYSTEM AND DISCUSSION OF POSSIBLE CAPITAL INVESTMENTS AT WATER TREATMENT PLANT (COUNCIL MEMO NO. 6)
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Discussion of this item was postponed to a future Worksession.

ADJOURNMENT

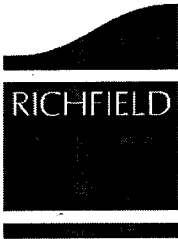
The meeting was adjourned by unanimous consent at 6:57 p.m.

Date Approved: _____

Debbie Goettel
Mayor

Cheryl Krumholz
Recording Secretary

Steven L. Devich
City Manager



STAFF REPORT
CITY COUNCIL MEETING
FEBRUARY 09, 2010

REPORT PREPARED BY:	MARK HALL, FLEET AND PARK MAINTENANCE SUPERVISOR
	<small>NAME, TITLE</small>
DEPARTMENT DIRECTOR REVIEW:	<input checked="" type="checkbox"/> <i>Kristin Asher for MJE</i>
	<small>SIGNATURE</small>
REVIEWED BY CITY MANAGER:	<input checked="" type="checkbox"/> <i>Steven J. David</i>

ITEM FOR COUNCIL CONSIDERATION:
 Consideration of the purchase of four squad cars.

I. RECOMMENDED ACTION:
By Motion: Approve a purchase order to Elk River Ford Inc. in the sum of \$90,826.44 plus tax, for four new squad cars.

II. BACKGROUND

Units 2643, 2645, 2750, and 2751 being used by the Public Safety Department are scheduled to be replaced in 2010. These four units are 2006 and 2007 Ford Crown Victoria's.

These squads are replaced on a three-year rotation, with a current average mileage of 57,500 miles. The projected average mileage for the August replacement will be 70,000 miles. The mileage, however, is not a true indication of the number of hours on the engine, because of excessive idle time that occurs.

These units are fully depreciated and will be replaced with Ford Crown Victoria's. Purchase of the new vehicles has been coordinated through the State of Minnesota Cooperative Purchasing Program.

III. BASIS OF RECOMMENDATION

A. POLICY

- Elk River Ford Inc. has the state contract on the Minnesota State patrol cars.
- The City of Richfield participates in the Minnesota State Cooperative Purchasing Program.

B. CRITICAL TIMING ISSUES

- Approval at the February 09, 2010 Council meeting will facilitate delivery of the new squad cars.

C. FINANCIAL

- Upon delivery of the vehicles, charges for transfer of police equipment such as radios and logo applications will be deducted from the remaining funds budgeted for this purchase.
- \$115,000 for the purchase of these vehicles is in the Central Garage 2010 Budget (61000-7500).

D. LEGAL

- When the purchase of materials, merchandise, equipment, or construction exceeds \$25,000, authority to purchase shall be submitted to the City Council for consideration.

E. ENVIRONMENTAL CONSIDERATIONS

- None

IV. ALTERNATIVE RECOMMENDATION(S)

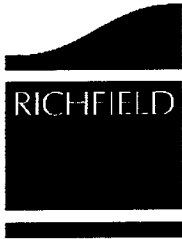
- Council may delay approval to a later meeting. Delayed approval, however, will result in delayed delivery.
- No action by Council on this purchase will eventually compromise safety for police officers driving old squad cars.

V. ATTACHMENTS

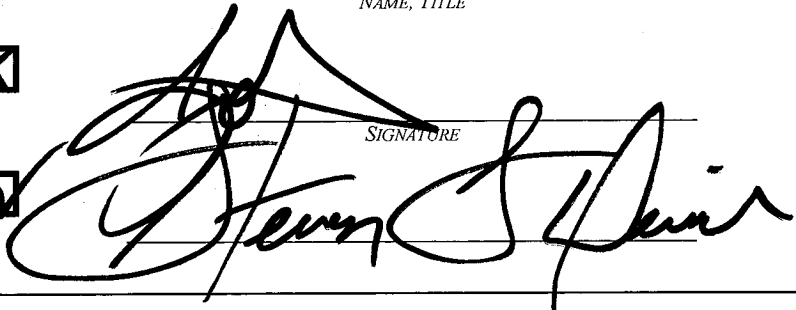
- None

VI. PRINCIPAL PARTIES EXPECTED AT MEETING

- None



STAFF REPORT
CITY COUNCIL MEETING
FEBRUARY 9, 2010

REPORT PREPARED BY:	JULIE URBAN, HOUSING SPECIALIST
	<small>NAME, TITLE</small>
DEPARTMENT DIRECTOR REVIEW:	<input checked="" type="checkbox"/> 
	<small>SIGNATURE</small>
REVIEWED BY CITY MANAGER:	<input type="checkbox"/>

ITEM FOR COUNCIL CONSIDERATION:
 Public hearing and consideration of a resolution specifying the use of funds from the Community Development Block Grant allocation for 2010.

- I. RECOMMENDED ACTION:**
- 1) Conduct and close the public hearing, and**
 - 2) By motion: Approve the attached resolution authorizing the use of funds for the 2010 Urban Hennepin County Community Development Block Grant Program and authorizing execution of a Subrecipient Agreement with Hennepin County and any required third party agreements.**

II. BACKGROUND

Under the Community Development Block Grant (CDBG) program, Hennepin County (County) is awarded funding on a formula basis from the federal Department of Housing and Urban Development (HUD). Richfield is allocated a portion of these funds to address local needs relating to affordable housing, community development and public services. An application for Richfield's proposed use of its allocation is due to the County by February 23, 2010.

Richfield's estimated 2010 allocation is \$197,568; however, this amount may change when Hennepin County receives notice of its final allocation. The chart below summarizes the recommended use of Richfield's 2010 allocation:

Project	Total Recommendation
1. Public Service	
a. H.O.M.E. (Senior Community Services)	\$ 14,203
b. HOME Line	5,000
c. CAPSH	5,000
TOTAL	\$ 24,203
2. HRA Scattered Site Acquisition and Demolition	\$173,365
TOTAL CDBG ALLOCATION	\$197,568

The City can use up to 15 percent (\$29,204) of its CDBG allocation to fund eligible public services. The following service organizations have requested funds totaling \$24,203:

- Household Outside Maintenance for Elderly (H.O.M.E.)
HOME provides household maintenance and chore services for residents who are 60 years old or older or are disabled, with the goal of helping people stay in their homes. Clients are asked to pay for services based on a sliding fee scale.
- HOME Line
HOME Line offers a Tenant Hotline that provides information and advice on tenant/landlord law and court procedures, maintenance/repair issues, management responsibilities, and tenant rights in the event of foreclosure. A Renter Education Program presents information on the rights and responsibilities of being a renter to high school students.
- Community Action Partnership for Suburban Hennepin (CAPSH)
CAPSH provides foreclosure prevention counseling and loan assistance, first-time homebuyer education and counseling, financial literacy and budget counseling, reverse mortgage counseling, and home rehab and maintenance counseling and education.

The remaining funds are proposed to be allocated to the Housing and Redevelopment Authority for the acquisition of property to be developed for future affordable single-family homes through its New Home Program.

III. BASIS OF RECOMMENDATION

A. POLICY

- The allocation of federal CDBG funds is an annual activity.
- At least 70 percent of CDBG expenditures must be used for activities benefiting very low and low income persons.

B. CRITICAL TIMING ISSUES

- The application for funds is due to Hennepin County by February 23, 2010.
- A local public hearing must be held prior to submission of the application.

- Third party agreements are prepared annually with each of the public service agencies.

C. FINANCIAL

- The total Urban Hennepin County CDBG Program allocation for Richfield in 2010 is estimated to be \$197,568. This is a preliminary figure provided by Hennepin County based on last year's allocation and is subject to change upon receipt.
- In the event of a change in the final allocation, the amount of funds allocated to the HRA for the development of affordable housing will be increased or decreased.

D. LEGAL

- A notice of the public hearing was published on January 28, 2010 in the *Sun Current*.

E. ENVIRONMENTAL CONSIDERATIONS

- N/A

IV. ALTERNATIVE RECOMMENDATION(S)

- Modify the amount of funds allocated to each project in a way that still meets funding guidelines.

V. ATTACHMENTS

- Resolution

VI. PRINCIPAL PARTIES EXPECTED AT MEETING

- N/A

6-1
RESOLUTION NO.

RESOLUTION AUTHORIZING USE OF FUNDS FOR THE 2010 URBAN HENNEPIN COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM AND AUTHORIZING EXECUTION OF SUBRECIPIENT AGREEMENT WITH HENNEPIN COUNTY AND ANY REQUIRED THIRD PARTY AGREEMENTS

WHEREAS, the City of Richfield, Minnesota, through execution of a Joint Cooperation Agreement with Hennepin County, is participating in the Urban Hennepin County Community Development Block Grant (CDBG) Program; and

WHEREAS, The City of Richfield has developed a proposal for the use of 2010 CDBG funds made available to it; and

WHEREAS, the City held a public hearing on February 9, 2010 to obtain the views of citizens on local and Urban Hennepin County housing and community development needs and priorities for the City's proposed use of \$197,568 from the 2010 Urban Hennepin County CDBG Program.

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

1. Approves the following projects for funding from the 2010 Urban Hennepin County Community Development Block Grant Program and authorizes submittal of the proposal to Hennepin County.

Activity	Budget
1. Public Service	
a. H.O.M.E. (Senior Community Services)	\$ 14,203
b. HOME Line	\$ 5,000
c. CAPSH	\$ 5,000
TOTAL	\$ 24,203
2. Scattered Site Acquisition and Demolition	\$ 173,365
TOTAL CDBG ALLOCATION	\$ 197,568

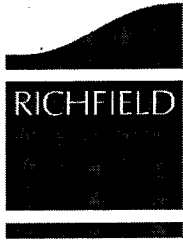
2. That the Mayor and City Council hereby authorize and direct the execution of the Subrecipient Agreement with Hennepin County and any required Third Party Agreements on behalf of the City to implement the 2010 CDBG Program.
3. That should the final amount of FY 2010 CDBG available to the City be different from the preliminary amount provided to the City, the City Council hereby authorizes the city manager/administrator to adjust project budget(s) to reflect an increase or decrease in funding.

Adopted by the City Council of the City of Richfield, Minnesota this 9th day of February, 2010.

Debbie Goettel, Mayor

ATTEST:

Nancy Gibbs, City Clerk



STAFF REPORT
CITY COUNCIL MEETING
FEBRUARY 9, 2010

REPORT PREPARED BY:

STEVEN L. DEVICH, CITY MANGER

REVIEWED BY CITY
MANAGER:

NAME, TITLE

ITEM FOR COUNCIL CONSIDERATION:

Summary review of City Manager annual performance evaluation for 2009 and consideration of resolution amending employment agreement between City of Richfield and City Manager Steven L. Devich for 2010.

I. RECOMMENDED ACTION:

- **Provide a Summary Review of the City Manager's performance evaluation for 2009 and;**
- **By Motion: Adopt a resolution amending the employment agreement between the City of Richfield and City Manager Steven L. Devich for 2010.**

II. BACKGROUND

The City Council has conducted a performance review of the City Manager for 2009 and must now, per State Statute, make a summary report of the outcome of that evaluation. In addition, the City Council has reviewed the compensation of the City Manager and has made a conclusion concerning the City Manager's employment agreement.

III. BASIS OF RECOMMENDATION

A. POLICY

- The City Manager is given an evaluation by the City Council each year as part of the City Manager's contract.
- As part of the evaluation process, a review of the City Manager's compensation package is also performed each year.

- As compensation comparisons, salaries of City Managers in comparable cities are considered, as is the base salary structure adjustments of other City employees.

B. CRITICAL TIMING ISSUES

- City Manager Devich's annual performance evaluation has previously, been scheduled to be conducted in January or early February of each year.

C. FINANCIAL

- The City Manager's base pay adjustment has historically been the same as those given to other City employee groups.
- Other City employee groups are budgeted to receive a 0% base pay adjustment for 2010.
- No pay increase is requested for the City Manager's employment agreement for 2010.
- The City Manager requested that the City Council consider a compensation classification change to the employment agreement.

D. LEGAL

- The City Manger's contract with the City requires that an annual performance evaluation be conducted.

E. ENVIRONMENTAL CONSIDERATIONS

- None

IV. ALTERNATIVE RECOMMENDATION(S)

- The City Council may defer the compensation portion of this review to a future meeting.

V. ATTACHMENTS

- Resolution.

VI. PRINCIPAL PARTIES EXPECTED AT MEETING

- None

RESOLUTION NO.

**RESOLUTION AMENDING THE EMPLOYMENT AGREEMENT
BETWEEN THE CITY OF RICHFIELD AND STEVEN L. DEVICH, CITY MANAGER**

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

The following section of the Employment Agreement between the City of Richfield, Minnesota and Steven L. Devich, City Manager, dated February 2005 is amended as follows:

Section 5. Salary. Employer agrees to increase the City Manager's total base annual salary of \$129,315 (including \$3,500 of deferred compensation annually) to \$_____ (including \$3,500 of deferred compensation annually), effective February 14, 2010 payable in installments at the time as other employees of the employer are paid.

Section 9. Automobile.
Employer will not furnish Employee with a City vehicle for the performance of Employee's official duties. Instead, Employer will pay Employee \$450.00 _____ a month car allowance to reimburse Employee for the use of Employee's personal vehicle in the performance of the Employee's official duties. The car allowance is an estimated amount intended to reimburse Employee for reasonable expenses that Employee will incur in performance of official duties, and the allowance represents the Employer's full obligations and responsibility regarding provision of automobile transportation to Employee.

Approved by the City Council of the City of Richfield this 9th day of February 2010.

Debbie Goettel, Mayor

ATTEST:

Nancy Gibbs, City Clerk