



Richfield City Council Agenda

December 9, 2025 -- 7:00 PM

Richfield Municipal Center
Council Chambers
6700 Portland Avenue South

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Approval of the Agenda**
4. **Approval of Minutes**
 - a. **Approve minutes from (1) Work Session meeting from November 25, 2025, (2) Special City Council meeting (Truth in Taxation meeting) from November 25, 2025, and (3) Regular Council Meeting from November 25, 2025.**
5. **Open Forum**

Participants can share their comments in person, by voicemail, or email, and may also request to participate virtually. For more information on submitting comments, refer to the Council Agenda and Minutes page on richfieldmn.gov/citycouncil
6. **Proclamations and Presentations**
 - a. **Proclamation honoring Human Rights Month**
7. **Consent Calendar**

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. **Approve Disbursements/Claims**
 - b. **Consider Adoption of a Resolution Designating Polling Places for 2026.**
 - c. **Consider the Adoption of the City's Legislative Priorities for 2026.**
 - d. **Consider approval for a Temporary On-Sale Intoxicating Liquor license for the Blessed Trinity Catholic School, located at St. Richard's Catholic Church, 7540 Penn Avenue South, for their 2026 Sno*ball Dance taking place January 31, 2026.**
 - e. **Consider approval of the second amendment to the Response Sustainability Grant agreement with the City of Bloomington.**
 - f. **Consider approval of the sixth amendment to the local public health services agreement with the City of Bloomington for 2026.**
 - g. **Consider the renewal of the 2026 licenses for On-Sale Intoxicating, Club, On-Sale 3.2 Percent Malt Liquor and Wine, and Off-Sale 3.2 Percent Malt Liquor doing business in Richfield.**
 - h. **Consider the adoption of a resolution authorizing Richfield Public Safety/Police Department to accept donations from the listed agencies, businesses and private individuals for designated uses.**
 - i. **Consider the adoption of a resolution accepting grants and donations received by the Richfield Recreation Services in 2025 and authorizing staff to administer the funds in accordance with any applicable grant agreements and terms prescribed by donors.**
8. **Consideration of Items, if Any Removed From Consent Calendar**
9. **Public Hearings**
10. **Proposed Ordinances**
11. **Resolutions**
 - a. **Consider resolutions approving the 2025 Revised/2026 Proposed Budgets, Tax Levy and related resolutions.**
 - b. **Labor Agreement with Law Enforcement Labor Services, Inc. Local 123 (Police Officers) and Teamsters Local 320 (Police Sergeants and Police Lieutenants) for 2026-2027.**
 - c. **Consider a request for an Interim Use Permit to allow temporary and occasional**

employee parking on a vacant lot adjacent to Lakewinds Co-op.

- 12. Other Business**
- 13. City Manager's Report**
- 14. Council Discussion**
 - a. **Hats off to Hometown Hits**
 - b. **Liaison Reports**
- 15. 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 612-861-9739.

Includes Materials - Materials relating to these agenda items can be found in the Council Chambers Agenda Packet book located by the entrance. The complete Council Agenda Packet is available electronically on the City of Richfield website.



CITY COUNCIL MEETING MINUTES
Richfield, Minnesota
City Council Work Session
November 25, 2025

ITEM #1	CALL TO ORDER
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The meeting was called to order by Mayor Supple at 5:15 p.m. in the Bartholomew Conference Room.

Council Present: Mary Supple, Mayor; Walter Burk; Sean Hayford Oleary; and Rori A. Coleman-Woods

Absent: Council Member Christensen

Staff Present: Katie Rodriguez, City Manager; Joe Powers, City Engineer; Matt Hardegger, Transportation Engineer; Sack Thongvanh, Assistant City Manager/Administrative Director; Melissa Poehlman, Community Development Director; Jay Henthorne, Public Safety Director; Karl Huemiller, Recreation Director; Chris Fierst, Liquor Operations Manager; Courtney DesCamps, Senior Analyst; and Michelle Friedrich, City Clerk

ITEM #2	ITEM DISCUSSION
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Mayor Supple noted a change to the item order discussion moving Update on Hennepin County’s Nicollet Avenue Cost Share presentation as item 2a, and moving item Consider Richfield’s Proposed 2026 Legislative Priorities to item 2b.

a. Update on Hennepin County’s Nicollet Avenue Cost Share

City Engineer Powers presented the Nicollet Avenue Cost Share Program with Hennepin County. staff provided an update on the Nicollet Avenue cost-share negotiations with Hennepin County. Although the County declined to modify its cost-participation policy or accept a lump-sum alternative, it did re-evaluate specific project items, resulting in about a \$1 million reduction to the City’s share. The estimated city cost is now just under \$8.7 million to be paid to Hennepin County, with an additional \$700,000 in city staff costs. Staff requested direction to move forward so the County can bid the project early next year, noting that delays could increase construction costs and prolong community disruption.

Council members discussed potential future benefits from the County’s upcoming cost-participation policy review and emphasized the importance of documenting the City’s cooperation and continued push for a more equitable policy, especially in anticipation of the Penn Avenue project. Questions were also raised about transparency of engineering cost estimates, as the County’s \$2.5 million share is not included in current documents.

b. Consider Richfield’s Proposed 2026 Legislative Priorities

City Manager Rodriguez introduced Senior Analyst Courtney DesCamps to present the Proposed 2026 Legislative Priorities. Council and staff reviewed proposed 2025 legislative priorities. The top four includes making 4d(1) aid permanent and available to all impacted cities, modifying or repealing 2024 legislation prohibiting cities from subjecting state licensed group assisted living facilities to city rental licensing requirements, supporting stronger state action to reduce gun violence, and reducing local financial obligations and long-term maintenance responsibilities for county and state projects. Senior Analyst DesCamps noted the two bonding priorities were identified as the \$10 million for Nicollet Avenue and \$2.5 million for the Richfield–Minneapolis emergency water connection.

Each department presented their own legislative items. Council and staff discussed the impacts of supporting and opposing legislative priorities within the community. City Manager Rodriguez noted Representative Omar advocating for Richfield’s Community Project Funding (CPF) at the congressional level to the Appropriations Committee for the Emergency Water Interconnect Project with Minneapolis’ water system network.

Council consensus was in support of the top 4 priorities presented. Council supported continuing Nicollet project negotiations and advancing key legislative priorities for the 2025 session.

ITEM #3	ADJOURNMENT
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Mayor Supple adjourned the meeting at 6:24 pm.

Date Approved: December 9, 2025

Mary Supple
Mayor

Michelle Friedrich
City Clerk

Katie Rodriguez
City Manager



CITY COUNCIL MEETING MINUTES

Richfield, Minnesota

Council Special Meeting

November 25, 2025

ITEM #1	CALL TO ORDER
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Mayor Supple called the special meeting to order at 6:31 p.m. in the Council Chambers.

Council Present: Mary Supple, Mayor; Walter Burk, Sean Hayford Oleary, Rori A. Coleman-Woods

Remote Access: Council Member Christensen participated remotely via interactive technology for an excused medical reason.

Staff Present: Katie Rodriguez, City Manager; Steve McDaniel, Budget, Cash, and Debt Manager; Mary Tietjen, City Attorney; Michelle Friedrich, City Clerk.

Guests: None

ITEM #2	PUBLIC HEARINGS
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- a. Conduct a Truth in Taxation Public Hearing regarding the 2026 property tax levy and 2025 Revised/2026 Proposed Budget and Proposed 2026 Utility Rates.

Mayor Supple called the Truth in Taxation public hearing to order at 6:31 PM on November 25, 2025. She explained that the purpose of the meeting was to review the local budget and levy to allow public input before the final vote on December 9, 2025.

City Manager Rodriguez introduced Budget Cash and Debt Manager Steve McDaniel to present the 2026 budget.

Budget Cash and Debt Manager McDaniel presented the 2026 budget and provided an overview of the budget timeline, including the August 12 work session (budget preview, key financial strategies, utility rates, fees, and capital improvement plans), the August 26 work session (department budget presentations), and the September 23 preliminary tax levy adoption.

Budget Cash and Debt Manager McDaniel outlined key budget updates incorporated into the 2025 revised and 2026 proposed budgets include:

- Labor force participation remains below pre-pandemic levels
- 2026 proposed budget includes 3% cost of living increase with 2.75% average step increases

- Negotiated contract increases between 3-5.5%
- Personnel (salary and benefits) remains at approximately 71% of the general fund budget
- Debt issues planned for late 2025 funded by local sales tax (\$1 million for Woodlake Nature Center, \$5 million for Vets Park project)
- Continued inflationary pressure expected in 2026

Budget Cash and Debt Manager McDaniel noted that 2026 Local Government Aid (LGA) remains nearly flat, increasing by just under \$38,000, while fiscal disparity aid is increasing by almost 3% (\$134,500). Licenses and permits revenue is projected to remain similar to 2025 revised and 2024 actual figures. The rolling stock, building, and technology levy is set at just under \$1.7 million (3.5% increase over 2025), with an additional \$100,000 for building maintenance. The Economic Development Authority levy is \$645,000 (3.5% increase), resulting in an overall proposed levy increase of 6.16%. He reviewed the impact that the proposed levy would have on the average Richfield home.

Budget Cash and Debt Manager McDaniel noted when combined with the Housing Rehabilitation Authority levy (3% increase), the actual overall increase is 6.08%, which is lower than the statewide average (8.7%) and Hennepin County cities average (9.3%).

Budget Cash and Debt Manager McDaniel presented information on the city's long-term capital reserves, noting a 2024 ending balance of \$7.1 million with projected transfers in 2025 and 2026, resulting in an anticipated 2026 ending balance of just over \$6 million. He noted the general fund reserves were just over \$12 million per the 2024 audit review.

Budget Cash and Debt Manager McDaniel highlighted staffing updates, including two full-time positions being added (one in finance and one in public works), along with some part-time additions. Budget Cash and Debt Manager McDaniel noted the 2026 proposed capital budget totals just under \$22 million, including recreation and open spaces, fleet vehicle purchases, the Nicollet Avenue reconstruction project, sidewalk and safe routes to school projects, sanitary sewer lining, storm water infrastructure rehabilitation, and water treatment plant improvements.

Mayor Supple opened the public hearing at 6:54 p.m. Six residents provided testimony.

Kathleen Balaban stated that comparing her 2025 statement to the 2026 statement, it appears to be an 8% increase, and in total, it is a 23.6% increase in the last year. She noted issues she has with the staffing in the City and where the staffing budget is going.

Janet Massa stated that her home faced a 12.9% increase in property taxes. She stated that in the past six years, she has received a 54.24% tax increase on her property. She noted that if this continues, she will have to pay over \$10,000 for property taxes in six years. She also stated that they need to limit home rentals in the City.

Nicholas Vorderbruggen stated that he is a short-term rental owner and lives in the City. He stated that no one he knows runs short-term rentals to get rich, but just to make extra income to survive the rising cost of living. He stated that he is asking that the City rethink the \$700 licensing fee for short-term rentals.

Rhonda Amundson stated that she is concerned about the tax increases that have been steadily rising. She stated that though her house is paid for, it feels like an extra house payment just for property taxes. She suggested that the City get more creative with the way it raises money. She noted that the City is taxing people out of the City.

Brenda Litke stated that she is worried about being taxed out of the City soon. She asked Council to think through ways to make Richfield truly affordable. She noted that it is hard for retirees to handle these tax increases.

Joe Stratig stated that he has lived in his home in Richfield for 35 years. He stated that when they received their tax document, their increase was 17.7% from 2025 to 2026. He asked Council and staff how this increase came about.

MOTION: made by Mayor Supple, seconded by Council Member Hayford Oleary to close the public hearing.

Voting Aye: Mayor Supple, Council Member Burk, Council Member Hayford Oleary, Council Member Christensen (remote), and Council Member Coleman-Woods.

Motion carried: 5-0

MOTION: made by Mayor Supple, seconded by Council Member Hayford Oleary to schedule the final action on the 2026 property tax levy, the 2025 Revised/2026 Proposed Budget, and the proposed 2026 utility rates, at the regular City Council meeting scheduled for December 9, 2025.

Mayor Supple thanked everyone who provided testimony for the public hearing. She noted that Council is open to feedback and ideas.

Council Member Coleman-Woods stated that she understands the residents' perspectives and relates to their concerns. She added that she hopes residents will advocate for what they believe their property taxes should be.

Council Member Burk reiterated that residents have rights and that a process exists to challenge individual property tax assessments.

Council Member Hayford Oleary stated that the tax increase is tied to individual property values. He noted that if residents believe their property valuation is inaccurate, they may challenge it in the following year. He added that, in general, the increases support essential City operations.

Mayor Supple explained the reason for the differing individual tax increases related to the overall City increase of 6.16%.

Voting Aye: Mayor Supple, Council Member Burk, Council Member Hayford Oleary, Council Member Christensen (remote), and Council Member Coleman-Woods.

Motion carried: 5-0

ITEM #4	ADJOURNMENT
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MOTION: made by Council Member Hayford Oleary, seconded by Council Member Burk to adjourn the meeting at 7:20 p.m.

Voting Aye: Mayor Supple, Council Member Burk, Council Member Hayford Oleary, Council Member Christensen (remote), and Council Member Coleman-Woods.

Motion carried: 5-0

Motion carried: 5-0

Date Approved: December 9, 2025

Mary B. Supple
Mayor

Michelle Friedrich
City Clerk

Katie Rodriguez
City Manager

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CITY COUNCIL MEETING MINUTES

Richfield, Minnesota

Council Regular Meeting

November 25, 2025

ITEM #1	CALL TO ORDER
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The meeting was called to order by Mayor Supple at 7:22 p.m. on November 25, 2025, in the Council Chambers.

Council Present: Mary Supple, Mayor; Walter Burk, Sean Hayford Oleary, Rori A. Coleman-Woods

Remote Access: Council Member Christensen participated remotely via interactive technology for an excused medical reason.

Staff Present: Katie Rodriguez, City Manager; Steve McDaniel, Budget, Cash, and Debt Manager; Melissa Poehlman, Community Development Director; Jennifer Anderson, Support Services Manager; Joe Powers, City Engineer; Matt Hardegger, Transportation Engineer; Mary Tietjen, City Attorney; and Michelle Friedrich, City Clerk.

Guests: None

ITEM #2	PLEDGE OF ALLEGIANCE
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Mayor Supple led the Pledge of Allegiance.

ITEM #3	APPROVAL OF AGENDA
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MOTION: made by Council Member Hayford Oleary, seconded by Council Member Coleman-Woods to approve the Agenda with removal of item 7b from the Consent Calendar and requested the item be moved under Consideration of Items, if Any Removed from Consent Calendar as item 8a, as requested by staff.

Voting Aye: Mayor Supple, Council Member Burk, Council Member Hayford Oleary, Council Member Christensen (remote), and Council Member Coleman-Woods.

Motion carried: 5-0

ITEM #4	APPROVAL OF MINUTES
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MOTION: made by Council Member Burk, seconded by Council Member Coleman-Woods to approve the minutes of the: (1) City Council Work Session from November 12, 2025, and (2) City Council Regular Meeting from November 12, 2025, and (3) Council Special Meeting from November 15, 2025.

Voting Aye: Mayor Supple, Council Member Burk, Council Member Hayford Oleary, Council Member Christensen (remote), and Council Member Coleman-Woods.

Motion carried: 5-0

ITEM #5	OPEN FORUM
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Mayor Supple reviewed the participation options for residents at the Council meeting including in-person comments, comments by voicemail or email, and an option to request to participate virtually with advance notice. Mayor Supple noted that more information on submitting comments can be reviewed at www.richfieldmn.gov/citycouncil.

Nicholas Vorderbruggen spoke during the open forum regarding short-term rental regulations in Richfield. He expressed concerns about the proposed \$700 licensing fee, which he noted was significantly higher than neighboring cities. He suggested implementing a non-voluntary tax collection system for short-term rentals instead of high licensing fees, opining this would generate more revenue for the city while allowing middle-class homeowners to continue operating short-term rentals to supplement their income.

ITEM #6	PROCLAMATIONS AND PRESENTATIONS
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a. Advisory Board of Health Report

Jennifer Anderson, Support Services Manager, presented the 2025 update on the Advisory Board of Health's work. She listed the commissioners who served in 2025: Katrina DeVore (Chair), Rebecca Case (Co-Chair), Kelly Howard (Secretary), Rachel Decker, Marcell Johnson, Pixie Pixler, and Joel Schleisman. Support Services Manager Anderson highlighted the board's 2025 activities and priorities in 2025. She noted mental health, and cannabis would remain as board priorities in 2026, along with refining the new cannabis education website.

ITEM #7	CONSENT CALENDAR
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City Manager Rodriguez presented the consent calendar.

a. Approve Disbursements/Claims

U.S. BANK	11-14-2025
A/P Checks: (11/1/2025 thru 11/14/2025)	\$1,471,795.07
Payroll (11-21-2025)	\$1,395,155.09
TOTAL	\$2,866,950.16

b. Item moved to section Consideration of Item, if Any Removed From Consent Calendar as item 8a -- Consider approval to set a public hearing to be held on December 09, 2025, to consider the renewal of a Pawnbroker license for 2026 for Metro Pawn and Gun, Inc.

- c. Consider approval of a resolution granting a one-year time extension for Aster Commons.

**RESOLUTION NO. 12370
RESOLUTION CONSIDERING GRANTING ONE-YEAR TIME EXTENSION FOR ASTER COMMONS.**

- d. Consider approval of the Sentencing to Service Program Services Agreement between Richfield and Hennepin County for calendar years 2026 and 2027.
- e. Consider approval to forgive two internal Ice Arena loans totaling \$472,170 with a transfer from long-term capital reserves.

**RESOLUTION NO. 12371
AUTHORIZING FULL PAYMENT OF INTERNAL LOANS PREVIOUSLY MADE TO THE ICE ARENA AND AUTHORIZING NECESSARY ACTIONS RELATED THERETO**

- f. Direct staff to adjust the 2025 Revised Budget and transfer \$1,800,000 from the Elections Fund to the Long-term Capital Reserve Fund and designate the fund balance for future government building capital projects.

MOTION: made by Council Member Hayford Oleary, seconded by Council Member Burk to approve the consent calendar with item 7b moved to item 8a under section 8 *Consideration of Items, if any, Removed from Consent Calendar*, for further discussion.

Voting Aye: Mayor Supple, Council Member Burk, Council Member Hayford Oleary, Council Member Christensen (remote), and Council Member Coleman-Woods.

Motion carried: 5-0

ITEM #8	CONSIDERATION OF ITEMS, IF ANY, REMOVED FROM CONSENT CALENDAR
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- a. (Item 7b moved from Consent Calendar.) Consider approval to set a public hearing to be held on December 09, 2025, to consider the renewal of a Pawnbroker license for 2026 for Metro Pawn and Gun, Inc.

City Manager Rodriguez explained item (7b) was pulled from the consent calendar due to a staff error in submitting the published public notice to the newspaper by the required date. She noted Richfield city ordinances require the city council to conduct a public hearing to consider the pawnbroker license renewals and a date to be set for the public hearing. She recommended setting a public hearing for January 13, 2026, instead of December 9, 2025, and extending the current 2025 license to January 14, 2026.

Support Services Manager Anderson added that steps have been put in place to prevent missing the publishing deadline in the future, and the pawnshop owner confirmed the January date worked better for his schedule.

MOTION: made by Councilmember Hayford Oleary, seconded by Coleman-Woods to approve setting the public hearing for January 13, 2026, to consider renewal of the pawnbroker license for 2026 for Metro Pawn and Gun, Inc., and extending the 2025 pawnbroker license to January 14, 2026.

Voting Aye: Mayor Supple, Council Member Burk, Council Member Hayford Oleary, Council Member Christensen (remote), and Council Member Coleman-Woods.

Motion carried: 5-0

ITEM #9	
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	PUBLIC HEARINGS
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- a. Public hearing regarding an Amendment to the 2022 Spending Plan for unobligated tax increment.

Council Member Hayford Oleary introduced this item, explaining that in 2021, the state legislature provided temporary authority to use unobligated tax increment from existing districts to stimulate private development. In November 2022, the HRA adopted a spending plan for up to \$6,345,000 in unobligated tax increment, with projects required to be under construction by December 31, 2025. The 2025 legislature amended this legislation to extend the deadline to December 31, 2026.

Community Development Director Poehlman noted that the HRA unanimously recommended approval of the amended spending plan. The only change to the plan is extending the date to expend the funds.

Council Member Hayford Oleary called the public hearing to order at 7:40 PM on November 25, 2025. No residents participated in the public hearing comment opportunity.

MOTION: made by Hayford Oleary, seconded by Burk to close the public hearing.
 Voting Aye: Mayor Supple, Council Member Burk, Council Member Hayford Oleary, Council Member Christensen (remote), and Council Member Coleman-Woods.
Motion carried: 5-0

MOTION: made by Hayford Oleary, seconded by Coleman-Woods to adopt a resolution approving an amendment to the 2022 Spending Plan for Unobligated Tax Increment.

**RESOLUTION NO. 12372
 APPROVING AN AMENDED SPENDING PLAN FOR CERTAIN TAX
 INCREMENT FINANCING DISTRICTS LOCATED IN THE CITY OF RICHFIELD**

Voting Aye: Mayor Supple, Council Member Burk, Council Member Hayford Oleary, Council Member Christensen (remote), and Council Member Coleman-Woods.
Motion carried: 5-0

- b. Public hearing and consider the approval of new On-Sale Wine and 3.2 Percent Malt Liquor licenses for Brim 2, LLC, dba Brim Restaurant, located at 2910 66th Street West.

Council Member Coleman-Woods presented the application for new on-sale wine and 3.2 percent malt liquor licenses for Brim 2 LLC, doing business as Brim Restaurant at 2910 66th Street West. All required documentation was received, fees paid, and the public safety background investigation completed with no issues.

Support Services Manager Anderson noted that the owner of Brim could not be present for the hearing but had no additional statements to make.

Council Member Coleman-Woods called the public hearing to order at 7:44 PM on November 25, 2025. No residents participated in the public hearing comment opportunity.

MOTION: made by Coleman-Woods, seconded by Burk to close the public hearing.
 Voting Aye: Mayor Supple, Council Member Burk, Council Member Hayford Oleary, Council Member Christensen (remote), and Council Member Coleman-Woods.
Motion carried: 5-0

MOTION: made by Coleman-Woods, seconded by Hayford Oleary to approve the On-Sale Wine and 3.2 Percent Malt Liquor licenses for Brim 2, LLC, dba Brim Restaurant, located at 2910 66th Street West.

Voting Aye: Mayor Supple, Council Member Burk, Council Member Hayford Oleary, Council Member Christensen (remote), and Council Member Coleman-Woods.

Motion carried: 5-0

ITEM #10	PROPOSED ORDINANCES
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None.

ITEM #11	RESOLUTIONS
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- a. Consideration of a resolution authorizing the decertification of Tax Increment Financing District No. 2020-2.

Council Member Burk presented the TIF District 2020-2 (EMI), established in January 2021 to support a mixed-use development at 101 66th Street East. The project was ultimately abandoned by the developer due to rising construction and material costs. With no remaining obligations and no feasible project before statutory deadlines, staff and the HRA’s financial consultant recommended that the district be decertified.

Community Development Director Poehlman clarified that the property is privately owned, and while there is no longer a financial commitment, the city cannot control what happens at the location. The property remains for sale, and when a new proposal is submitted, it will be evaluated like any other land use proposal.

MOTION: made by Council Member Burk, seconded by Council Member Hayford Oleary Councilmember Burk moved to approve the resolution authorizing the decertification of Tax Increment Financing District No. 2020-2 EMI.

**RESOLUTION NO. 12373
APPROVING THE DECERTIFICATION OF TAX INCREMENT FINANCING
DISTRICT NO. 2020-2: EMI**

Voting Aye: Mayor Supple, Council Member Burk, Council Member Hayford Oleary, Council Member Christensen (remote), and Council Member Coleman-Woods.

Motion carried: 5-0

- b. Consideration of resolutions authorizing the decertification of the Lyndale Gateway / Interchange West and Urban Village Tax Increment Financing Districts.

Council Member Hayford Oleary presented two TIF districts that have reached their statutory limits and provided a summary of the two districts.

Lyndale Gateway/Interchange West (1999): Created to support several major projects, including the Best Buy headquarters. All bond obligations are complete, and remaining pay-as-you-go notes carry no City or HRA liability. Decertification is expected to add about \$1.47 million in tax capacity in 2026, with property values up roughly \$70.5 million.

Urban Village (1999): Established for mixed-use redevelopment at Lyndale Avenue and 66th Street. Developer assistance was provided through pay-as-you-go notes, with no remaining City or

HRA obligations. Decertification is projected to add about \$1,012,829 in tax capacity in 2026, and property values have increased by approximately \$58 million.

Council requested a definition of PAYGO notes for public knowledge. Staff clarified a PAYGO note is a tool the City uses to support redevelopment and housing projects. Staff noted after a project is completed, the City issues a pay-as-you-go note, allowing the developer to be reimbursed from the tax increment generated by the increased property value. The financial risk remains with the developer, as the City is not obligated to make payments if the anticipated property value increase does not occur.

MOTION: made by Council Member Hayford Oleary, seconded by Council Member Burk approving the decertification of the Interchange West and Lyndale Gateway Tax Increment Financing District.

**RESOLUTION 12374
APPROVING THE DECERTIFICATION OF THE INTERCHANGE WEST AND LYNDALE
GATEWAY TAX INCREMENT FINANCING DISTRICT**

Voting Aye: Mayor Supple, Council Member Burk, Council Member Hayford Oleary, Council Member Christensen (remote), and Council Member Coleman-Woods.
Motion carried: 5-0

MOTION: made by Council Member Hayford Oleary, seconded by Council Member Burk approving the decertification of the Urban Village Tax Increment Financing District.

**RESOLUTION 12375
APPROVING THE DECERTIFICATION OF THE URBAN VILLAGE TAX INCREMENT
FINANCING DISTRICT**

Voting Aye: Mayor Supple, Council Member Burk, Council Member Hayford Oleary, Council Member Christensen (remote), and Council Member Coleman-Woods.
Motion carried: 5-0

ITEM #12	OTHER BUSINESS
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- a. Consider Approval of Preliminary Design Layouts for 2026 Sidewalk Projects.

Council Member Coleman-Woods introduced the three pedestrian projects scheduled for 2026 construction, 73rd Street between Portland and Cedar Avenue, 64th Street between Lyndale Avenue and Portland Avenue, and 64th Street and Russell Avenue near Sheridan Hills Elementary.

Transportation Engineer Hardegger presented details on the projects, which will add approximately 2 miles of new sidewalk facilities with a combined investment of about \$2.9 million. He reported that engagement included mailers, surveys, pop-up events, an open house, and an online comment map, with 83 total touchpoints.

Transportation Engineer Hardegger addressed common questions about tree impacts (approximately 46 trees total, with plans to replant), snow removal (one pass by city crews), and assessments (none for sidewalk construction). He presented the scope for each project:

- 73rd Street: Three segments with varying widths, connecting to existing paths and providing access to the D Line station and schools.
- 64th Street: A 6-foot sidewalk with 6-foot boulevard on the south side, providing a non-motorized railroad crossing and connecting Richfield Lake to Veterans Park.

- Sheridan Hills: Sidewalks along 64th Street and Russell Avenue with curb extensions to improve safety for students.

Transportation Engineer Hardegger noted all three projects received significant grant funding, with some city matching funds. Transportation Engineer Hardegger noted the Transportation Commission recommended approval on November 5, 2025; council approved the preliminary designs for all three projects in separate motions, with each motion receiving unanimous approval.

MOTION: made by Coleman-Woods, seconded by Burk to approve the preliminary design layout for sidewalk project located at 73rd Street from Portland Avenue to Cedar Avenue.

Voting Aye: Mayor Supple, Council Member Burk, Council Member Hayford Oleary, Council Member Christensen (remote), and Council Member Coleman-Woods.

Motion carried: 5-0

MOTION: made by Coleman-Woods, seconded by Hayford Oleary to approve the preliminary design layout for sidewalk project located at 64th Street from Lyndale Avenue to Portland Avenue.

Voting Aye: Mayor Supple, Council Member Burk, Council Member Hayford Oleary, Council Member Christensen (remote), and Council Member Coleman-Woods.

Motion carried: 5-0

MOTION: made by Coleman-Woods, seconded by Burk to approve the preliminary design layout for sidewalk project located at Sheridan Hills Elementary School Area Safe Routes to School.

Council thanked staff for their extensive engagement with neighborhood residents.

Voting Aye: Mayor Supple, Council Member Burk, Council Member Hayford Oleary, Council Member Christensen (remote), and Council Member Coleman-Woods.

Motion carried: 5-0

- b. Consider the appointments of commissioners to city advisory boards and commissions.

Council Member Coleman-Woods presented the appointments to fill vacant or expiring terms January 31, 2026, for city advisory boards and commissions. Thirty-seven applicants had applied for 23 positions. The council approved appointments for the following commissions:

- Advisory Board of Health: Marcell Johnson, Garrett Draper, Kirsten Norby (with Eric Porter as alternate)
- Arts Commission: Stephanie Eaton, John Blackshear, Paul Chillman (with Jacklyn Vollema and Thomas Cassidy as alternates)
- Civil Service Commission: Britnie Thomas (with Grace Centini as alternate)
- Community Services Commission: David Vries Daniels, Margaux Meyer, Jonathan Doten, Max Weinberger (with Michael Kreblin and David Sperling as alternates)
- Human Rights Commission: Angella Mixon, Branon Pulphus, Kim Lutes
- Planning Commission: Cole Hooey, Matt Taraldsen, Jeff Waltz
- Sustainability Commission: Alexa Wozniak, Katrina DeVore, Ray Sookchain
- Transportation Commission: Jacob Olson, Adam Knosalla, Josh Kloehn

Council thanked all applicants for their participation.

MOTION: made by Coleman-Woods, seconded by Hayford Oleary to approve the appointments to fill the vacant commission seats with the new terms expiring January 31, 2029.

AMENDMENT TO MOTION: made by Council Member Coleman-Woods, seconded by Hayford Oleary, to amend the motion to include appointments of alternates to fill vacancies on the Human Rights Commission (Tim Franzen) and Sustainability Commission (Amanda Kueper).

Voting Aye: Mayor Supple, Council Member Burk, Council Member Hayford Oleary, Council Member Christensen (remote), and Council Member Coleman-Woods.

Motion carried: 5-0

MOTION AS AMENDED: made by Coleman-Woods, seconded by Hayford Oleary to approve the appointments to fill the vacant commission seats with the new terms expiring January 31, 2029, and approve the amendment to motion to include additional appointment of alternates to fill vacant seats on the Human Rights Commission and the Sustainability Commission.

Voting Aye: Mayor Supple, Council Member Burk, Council Member Hayford Oleary, Council Member Christensen (remote), and Council Member Coleman-Woods.

Motion carried: 5-0

- c. Consider adoption of a resolution awarding the sale of \$6,160,000 General Obligation Sales Tax Revenue Bonds, Series 2025A.

Council Member Burk presented the item for awarding the sale of \$6,160,000 General Obligation Sales Tax Revenue Bonds, Series 2025A, to finance improvements to the Woodlake Nature Center and Veterans Park Complex project.

Rebecca Kurtz from Ehlers reported that Standard & Poor's assigned an AA+ rating with a stable outlook, highlighting the city's proximity to the Minneapolis-St. Paul area, stable budget with surpluses, healthy reserves, sophisticated management, and manageable debt burden. Ms. Kurtz reported receiving seven bids, with the lowest from Baird at a true interest cost of 3.0656%, about 29 basis points lower than estimated. She noted that the five-year bonds would be paid solely by sales tax revenues, with a goal of paying off the 2024, 2025, and 2026 sales tax bonds before issuing debt for the community center.

MOTION: Council Member Burk, seconded by Hayford Oleary, awarding the sale of General Obligation Sales Tax Bonds, Series 2025a, in the original aggregate principal amount of \$6,160,000; Fixing their form and specifications; Directing their execution and delivery; and providing for their payment.

**RESOLUTION 12376
 AWARDING THE SALE OF GENERAL OBLIGATION SALES TAX BONDS, SERIES 2025A, IN THE ORIGINAL AGGREGATE PRINCIPAL AMOUNT OF \$6,160,000; FIXING THEIR FORM AND SPECIFICATIONS; DIRECTING THEIR EXECUTION AND DELIVERY; AND PROVIDING FOR THEIR PAYMENT**

Voting Aye: Mayor Supple, Council Member Burk, Council Member Hayford Oleary, Council Member Christensen (remote), and Council Member Coleman-Woods.

Motion carried: 5-0

ITEM #13	CITY MANAGER'S REPORT
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City Manager Rodriguez thanked residents who spoke about property taxes during the Truth in Taxation hearing that preceded the council meeting. She acknowledged the challenge of keeping property taxes low while delivering expected services amid increasing costs. She also thanked the council and staff for their work on the legislative platform discussed at the earlier work session.

ITEM #14	COUNCIL DISCUSSION
-----------------	---------------------------

a. Hats off to Hometown Hits.

Council Member Burk wished everyone a happy Thanksgiving, acknowledging world challenges and encouraged people to find things to be thankful for.

Mayor Supple thanked staff for arranging the remote access for Council Member Christensen. Mayor Supple noted the Housing and Redevelopment Authority application deadline is December 15. Mayor Supple thanked everyone involved with the house bonding tour, particularly Representative Howard and staff members. Mayor Supple expressed hope for bonding money to help pay for Nicollet Avenue improvements.

ITEM #15	ADJOURNMENT
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MOTION: made by Council Member Coleman-Woods, seconded by Council Member Burk to adjourn the meeting at 8:27 p.m.

Voting Aye: Mayor Supple, Council Member Burk, Council Member Hayford O'leary, Council Member Christensen (remote), and Council Member Coleman-Woods.

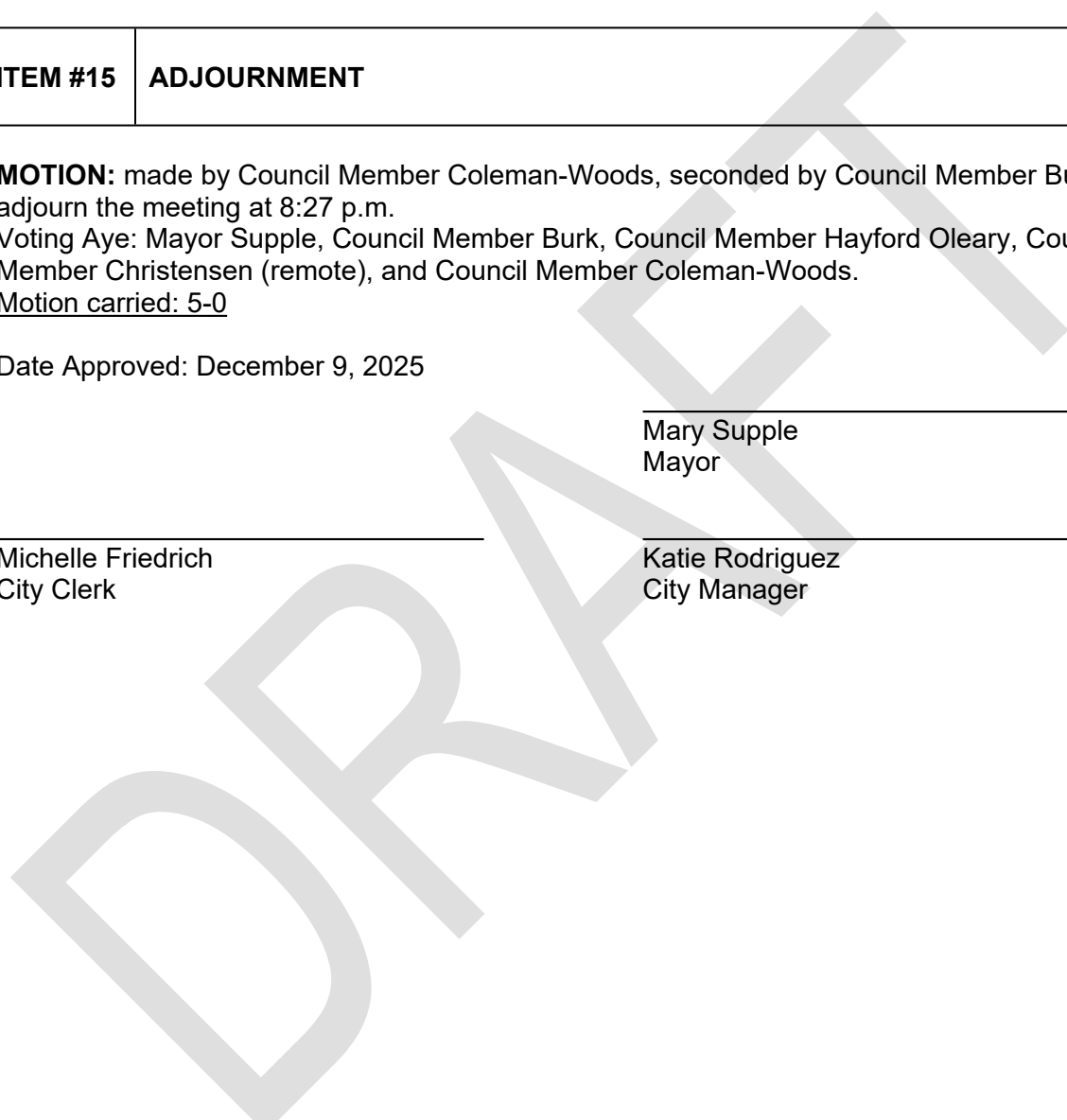
Motion carried: 5-0

Date Approved: December 9, 2025

Mary Supple
Mayor

Michelle Friedrich
City Clerk

Katie Rodriguez
City Manager





**OPEN FORUM
REGISTRATION CARD**

Date 12-9-25

Name Beatriz Leon

Richfield Resident? YES / NO

Email [REDACTED]

*(If you would like a response to your open forum comments,
please provide your email address)*

Topic _____

Audience: Please remain quiet while others are giving testimony. Loud objections, clapping, or other disruptive behavior can be intimidating to those who may wish to testify with a view point. **Thank you! Your voice matters.**

Public Record: Your participation and anything you share in the meeting will be a part of the public record. This means anyone can access information you chose to share.

Comments



**OPEN FORUM
REGISTRATION CARD**

Date 12-09-05

Name Steve McKeown

Richfield Resident? YES / NO

Email [REDACTED]

*(If you would like a response to your open forum comments,
please provide your email address)*

Topic ICF

Audience: Please remain quiet while others are giving testimony. Loud objections, clapping, or other disruptive behavior can be intimidating to those who may wish to testify with a view point. **Thank you! Your voice matters.**

Public Record: Your participation and anything you share in the meeting will be a part of the public record. This means anyone can access information you chose to share.

Comments



OPEN FORUM
REGISTRATION CARD

Date 12/9/25

Name ERICA KLEIN

Richfield Resident? YES / NO

Email [REDACTED]

(If you would like a response to your open forum comments,
please provide your email address)

Topic RPD + Federal Invasion

Audience: Please remain quiet while others are giving testimony. Loud objections, clapping, or other disruptive behavior can be intimidating to those who may wish to testify with a view point. **Thank you! Your voice matters.**

Public Record: Your participation and anything you share in the meeting will be a part of the public record. This means anyone can access information you chose to share.

Comments



**OPEN FORUM
REGISTRATION CARD**

Date 12.09.25

Name Karole Kelly Anstedt

Richfield Resident? YES / NO

Email [REDACTED]

*(If you would like a response to your open forum comments,
please provide your email address)*

Topic ICE Activity in Richfield

Comments Concerned for my neighbor + the
tactics used. Especially stalking behavior
at apartment complexes. Not well trained
and there are special needs kids there

Audience: Please remain quiet while others are giving testimony. Loud objections, clapping, or other disruptive behavior can be intimidating to those who may wish to testify with a view point. **Thank you! Your voice matters.**

Public Record: Your participation and anything you share in the meeting will be a part of the public record. This means anyone can access information you chose to share.



**OPEN FORUM
REGISTRATION CARD**

Date 12/9/25

Name Ginny Morin

Richfield Resident? YES / NO

Email [REDACTED]

*(If you would like a response to your open forum comments,
please provide your email address)*

Topic Gun legislation

Comments [REDACTED]

Audience: Please remain quiet while others are giving testimony. Loud objections, clapping, or other disruptive behavior can be intimidating to those who may wish to testify with a view point. **Thank you! Your voice matters.**

Public Record: Your participation and anything you share in the meeting will be a part of the public record. This means anyone can access information you chose to share.



Proclamation of the City of Richfield

WHEREAS, International Human Rights Month is celebrated in December to commemorate the proclamation of the Universal Declaration of Human Rights by the United Nations on December 10, 1948; and

WHEREAS, the Universal Declaration of Human Rights has been translated into more than 562 languages and has served as a foundation for awareness and advocacy to protect and advance human rights; and

WHEREAS, its 30 articles have influenced legislation such as the Minnesota Human Rights Act, which led to the founding of what is now known as the Minnesota Department of Human Rights in 1967; and

WHEREAS, the Richfield Human Rights Commission is one of over 37 local commissions throughout the state of Minnesota working to protect civil rights and promote equity and inclusion; and

WHEREAS, Minnesota is also home to numerous human rights advocacy organizations that work locally as well as globally, including the Center for Victims of Torture, Alight, and The Advocates for Human Rights; and

WHEREAS, progress has been made to advance civil rights for all Minnesotans but stark disparities remain in areas such as health outcomes, access to housing, and quality education; and

WHEREAS, Richfield's mission aspires to provide equitable systems, infrastructure, and services can be leveraged to protect the human rights of its community members; and

Now, THEREFORE, I, Mary Supple, mayor of Richfield, on behalf of the Richfield City Council, do hereby proclaim the month of December 2025 as Human Rights Month in the City of Richfield and call on the people of Richfield to observe this month with appropriate programs, activities, and ceremonies.

PROCLAIMED this 9th day of December, 2025.

Mary B. Supple, Mayor



Report Prepared By:
Michelle Friedrich, City Clerk

Department Director:
Sack Thongvanh, Assistant City Manager

Item for Consideration:
Consider Adoption of a Resolution Designating Polling Places for 2026.

EXECUTIVE SUMMARY

Minnesota Statute section 204B.16, subd 1 requires the City Council, by ordinance or resolution, to designate polling places for the upcoming year by December 31. Richfield will be administering elections for the Primary Election on Tuesday, August 11, and for the General Election on November 3, 2026.

RECOMMENDED ACTION

By Motion: Adopt a resolution designating polling places for 2026.

HISTORICAL CONTEXT

Minnesota Statute section 204B.16, subd 1 requires the City Council, by ordinance or resolution, to designate polling places for the upcoming year.

EQUITABLE OR STRATEGIC CONSIDERATIONS OR IMPACTS

POLICIES (RESOLUTIONS, ORDINANCES, REGULATIONS, STATUTES, ETC.)

N/A

CRITICAL TIMING ISSUES

Polling places must be designated and finalized for the upcoming year by December 31. Any changes to the polling place locations must be made at least 90 days before the August 11, and November 3, 2026, elections.

FINANCIAL IMPACT

None.

LEGAL CONSIDERATIONS

None.

ALTERNATIVE RECOMMENDATION(S)

None.

ATTACHMENTS

- 1. 2025-12-09 Resolution XXXXX

RESOLUTION NO. XXXXX

Motion by:
Seconded by:

**DESIGNATING POLLING PLACES FOR THE
PRIMARY AND GENERAL ELECTIONS IN 2026**

WHEREAS, Minnesota Statute 204B.16, subd 1 requires the City Council, by ordinance or resolution, to designate polling places for the upcoming year; and

WHEREAS, changes to the polling places locations may be made at least 90 days before the next election if one or more of the authorized polling places becomes unavailable for use; and

WHEREAS, changes to the polling place locations may be made in the case of an emergency when it is necessary to ensure a safe and secure location for voting; and

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Richfield hereby designates the following polling place locations for elections conducted in the city in 2026:

<u>Precinct No. 1</u> Ward 1	Church of Peace 6345 Xerxes Avenue
<u>Precinct No. 2</u> Ward 1	St. Richard's Catholic Church 7540 Penn Avenue
<u>Precinct No. 3</u> Ward 1	Woodlake Lutheran Church 2120 W. 76 th St.
<u>Precinct No. 4</u> Ward 2	St. Peter's Catholic Church 6730 Nicollet Avenue
<u>Precinct No. 5</u> Ward 2	Richfield Community Center 7000 Nicollet Avenue
<u>Precinct No. 6</u> Ward 2	Bethel's Rock Church 7601 Girard Avenue
<u>Precinct No. 7</u> Ward 3 <u>Fort Snelling Precinct 1</u>	Mt. Calvary Education Building 6541 16 th Avenue
<u>Precinct No. 8</u> Ward 3	Hope Presbyterian Education Facility 7132 Portland Avenue
<u>Precinct No. 9</u> Ward 3	Church of Assumption 305 E 77 th Street

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richfield that the nine locations listed above are the designated 2026 polling locations in Richfield.

RESOLUTION NO. XXXXX

Adopted by the City Council of the City of Richfield, Minnesota this 9th day of December, 2025.

VOTING AYE

- Supple, Mary**
- Burk, Walter**
- Christensen, Sharon**
- Coleman-Woods, Rori**
- Hayford Oleary, Sean**

VOTING NAY

- Supple, Mary**
- Burk, Walter**
- Christensen, Sharon**
- Coleman-Woods, Rori**
- Hayford Oleary, Sean**

ATTEST:

Mary B. Supple, Mayor

Michelle Friedrich, City Clerk

DRAFT



Report Prepared By:
Courtney DesCamps, Senior Analyst

Department Director:
Katie Rodriguez, City Manager

Item for Consideration:
Consider the Adoption of the City’s Legislative Priorities for 2026.

EXECUTIVE SUMMARY

Each year, the City of Richfield adopts its legislative priorities, which outline the City’s positions on key policy issues. This priority list serves as a summary document to guide the City’s legislative advocacy and outreach in the upcoming year.

Proposed Top Legislative Priorities:

- **SUPPORT** making 4d(1) aid permanent and ensuring it is available to all impacted cities. Additionally, support provisions that ensure cities are made financially whole.
- **SUPPORT** the repeal or modification of 2024 legislation prohibiting cities from subjecting state licensed group assisted living facilities to city rental licensing requirements.
- **SUPPORT** additional legislation to disrupt the cycle of gun violence, including provisions like stricter gun laws, strengthening existing licensing programs, the ability to ban guns in city-owned spaces, additional funding for mental health and other programs that make our community and staff safer. Recognizing that the problem is complicated, we support solutions that are both common sense and data-driven.
- **INTRODUCE/SUPPORT** reductions in local contributions to County and State projects and limit any long-term ownership and major maintenance responsibility placed on local agencies.

- **SUPPORT** bonding priorities:
 - **SUPPORT** Richfield’s bonding request (H.F. 691/S.F. 380) for \$10,000,000 to supplement the City’s estimated local cost-share for Hennepin County’s upcoming Nicollet Avenue (CSAH 52) reconstruction project programmed for construction in 2026-2027.
 - **INTRODUCE/SUPPORT** a bonding request for \$2,500,000 for the Richfield Emergency Water Interconnect project which will hydraulically connect the drinking water systems of Richfield and Minneapolis. The project will provide a clean and reliable secondary source of potable water for the residents and businesses within Richfield in the event of any measurable changes to the water quality for the current (groundwater)

source water, cyber-attacks, or unplanned plant outages.

Legislative Breakfast

City staff will present the city's adopted legislative platform to elected representatives at the annual legislative breakfast scheduled for January 15, 2026, at 7:45 a.m. Richfield's legislative delegation will have an opportunity to discuss the priorities, ask questions, and share perspectives.

RECOMMENDED ACTION

By Motion: Adopt the proposed legislative priorities for 2026. Formal adoption indicates the City Council's support for these priorities as being in the best interest of the community and increases visibility for the issues.

HISTORICAL CONTEXT

A Council work session was held on November 25, 2025, where staff presented the proposed 2026 legislative priorities. City Council reviewed and discussed the priorities before final adoption. Staff has incorporated changes based on the feedback provided during that work session.

EQUITABLE OR STRATEGIC CONSIDERATIONS OR IMPACTS

Equity Consideration: The included legislative priorities improve equity by enacting policies that dismantle systemic barriers and opposing laws that perpetuate inequalities. The City hopes that through the included priorities we can increase opportunities, safeguard marginalized communities, and help begin to address historical injustices.

Strategic Considerations: The intent of many of the the included legislative priorities is to strengthen or maintain the city's ability to provide a high level of service to our residents. The included priorities touch on all five of the cities adopted priorities included in the Strategic Plan.

POLICIES (RESOLUTIONS, ORDINANCES, REGULATIONS, STATUTES, ETC.)

CRITICAL TIMING ISSUES

FINANCIAL IMPACT

There may be public expenditures associated with the priorities if specific projects are selected to receive the requested funding from the State. If that occurs, the actual funding structure will be presented at a future City Council meeting.

LEGAL CONSIDERATIONS

ALTERNATIVE RECOMMENDATION(S)

The City Council may choose not to adopt the legislative priorities or may adopt a modified list.

ATTACHMENTS

1. 2026 Legislative Priorities



CITY OF RICHFIELD

2026 LEGISLATIVE PRIORITIES

THE CITY OF RICHFIELD...

Support legislation that addresses the widening existing economic, racial, health and education gaps, and the adverse impacts a warming climate will have on our most vulnerable communities. As a city, we are providing local tools and support for residents, but there is need for more relief and legislation beyond city-level jurisdiction. We continue to support collaborative efforts with its representatives on legislation that expands labor rights, housing affordability and protections, as well as access to affordable healthcare.

Support local officials who know what tools and programs best support our residents. We support local decision-making authority and oppose statutory changes that erode local authority and decision making.

Oppose the imposition of legislative mandates that increase local costs without a corresponding state appropriation or funding mechanism. Unfunded mandates may increase local property taxes and this additional cost impedes cities' ability to fund traditional services.

Contact: Mary Supple, Mayor, 612-866-8829, MSupple@richfieldmn.gov

Katie Rodriguez, City Manager, 612-861-9702, KRodriguez@richfieldmn.gov

TOP LEGISLATIVE PRIORITIES

- **SUPPORT** making 4d(1) aid permanent and ensuring it is available to all impacted cities. Additionally, support provisions that ensure cities are made financially whole.
- **SUPPORT** the repeal or modification of 2024 legislation prohibiting cities from subjecting state licensed group assisted living facilities to city rental licensing requirements.
- **SUPPORT** additional legislation to disrupt the cycle of gun violence, including provisions like stricter gun laws, strengthening existing licensing programs, the ability to ban guns in city-owned spaces, additional funding for mental health and other programs that make our community and staff safer. Recognizing that the problem is complicated, we support solutions that are both common sense and data-driven.
- **INTRODUCE/SUPPORT** reductions in local contributions to County and State projects and limit any long-term ownership and major maintenance responsibility placed on local agencies.
- **SUPPORT** Richfield's bonding priorities:
 - **SUPPORT** Richfield's bonding request (H.F. 691/S.F. 380) for \$10,000,000 to supplement the City's estimated local cost-share for Hennepin County's upcoming Nicollet Avenue (CSAH 52) reconstruction project programmed for construction in 2026-2027.
 - **INTRODUCE/SUPPORT** a bonding request for \$2,500,000 for the Richfield Emergency Water Interconnect project which will hydraulically connect the drinking water systems of Richfield and Minneapolis. The project will provide a clean and reliable secondary source of potable water for

Richfield staff is available to provide detailed information on any of the items listed on this handout and to provide testimony.



CITY OF RICHFIELD

2026 LEGISLATIVE PRIORITIES

the residents and businesses within Richfield in the event of any measurable changes to the water quality for the current (groundwater) source water, cyber-attacks, or unplanned plant outages.

Contact: Katie Rodriguez, City Manager, 612-861-9702, KRodriguez@richfieldmn.gov
Courtney DesCamps, Senior Analyst, 612-861-9712, CDesCamps@richfieldmn.gov

ADMINISTRATIVE SERVICES

- **SUPPORT** continued funding to fully reimburse cities for the cost of providing health insurance coverage to police officers and firefighters who are disabled or killed in the line of duty.
- **SUPPORT** reimbursement to cities for the cost of covering employees who are out on military leave.
- **SUPPORT** legislation that would provide ongoing full state funding for the 2023 duty disability law that includes paid time off for mental health treatment, emotional trauma training for pre-service and in-service for police and fire, in addition to initiatives and programs that provide peer support, emotional trauma training, early intervention, and mental health treatment for law enforcement.
- **SUPPORT** a legislative solution to modernize funding for public communications, including public access channel programming and the distribution of public information.
- **SUPPORT** the creation of a dedicated state grant program to help municipalities strengthen their cybersecurity program. This program would provide essential funding for cities like Richfield to conduct security risk assessments, upgrade critical infrastructure, invest in modern security tools, and provide mandatory cybersecurity awareness training for all employees.
- **SUPPORT** implementing direct balloting for the full 46 days of early/absentee voting to streamline procedures, reduce burdens on local municipalities, and improve overall efficiency for both voters and election staff.

Contact: Sack Thongvanh, Assistant City Manager, 612-861-9708, SThongvanh@richfieldmn.gov

COMMUNITY DEVELOPMENT

Richfield staff is available to provide detailed information on any of the items listed on this handout and to provide testimony.



CITY OF RICHFIELD

2026 LEGISLATIVE PRIORITIES

- **SUPPORT** amending Minn. Stat. 504B.321, Subd. 1a increasing written notice to tenants before an eviction action is begun for nonpayment of rent or another financial obligation to 30 days.
- **SUPPORT** allowing a percentage of LAHA funds to be put toward administrative costs, similar to TIF, Federal Section 8, and local Bring it Home MN programs.
- **SUPPORT** legislation to allow two-family and accessory dwelling units by-right but retain local autonomy in the development and approval of official controls.
- **SUPPORT** legislation prohibiting housing discrimination of Section 8 and other rental assistance voucher holders.
- **SUPPORT** transfer of pooled tax increment to Affordable Housing Trust Funds on a permanent basis.

Contact: Melissa Poehlman, Community Development Director, 612-861-9766, MPoehlman@richfieldmn.gov

FINANCE

- **SUPPORT** maintaining and increasing Local Government Aid (LGA).
- **SUPPORT** current formula and distribution of fiscal disparities. Oppose shifting to specific project-based funding.

Contact: Mary Bogie, Finance Director, 612-861-9723, MBogie@richfieldmn.gov

FIRE

- **SUPPORT** the ability of local governments to set standards for emergency medical services that best meet the needs of their communities.
- **SUPPORT** efforts to protect and strengthen firefighter pensions to maintain recruitment, retention, and long-term sustainability.
- **SUPPORT** local control over building and fire codes, including the preservation of requirements for automatic fire sprinkler systems and modern safety standards.
- **SUPPORT** statewide efforts to reduce risks associated with lithium-ion battery fires, including funding for mitigation, training, and public education initiatives.
- **OPPOSE** proposals to legalize and expand consumer fireworks, which increase community risk and strain public safety resources.

Contact: Jenell Brooks, Fire Chief, 612-243-4502, JenellBrooks@richfieldmn.gov



CITY OF RICHFIELD

2026 LEGISLATIVE PRIORITIES

PUBLIC SAFETY

- **SUPPORT** reinstating funding for mandated POST Board training. The Philando Castile Training Fund was reduced by 1.1 million dollars in 2025, and the \$3 million in base statewide training funding ends after the current biennium.
- **SUPPORT** enhancing the crime of illegal possession of a firearm from a gross misdemeanor to a felony. Currently, the level of crime does not match the dangerous impact it has on communities.
- **SUPPORT** establishing enhanced penalties for illegal gun possession or use in Minnesota Statute Chapter 624, similar to the enhanced penalties for “Drug Free Zones” defined in Minnesota Statute 152.01.
- **SUPPORT** amending state statute to increase penalties for violent felons in possession of firearms and for straw purchases and illegal sales of firearms from licensed gun dealers. This legislation includes mandatory minimum sentences for such violent crimes.
- **SUPPORT** revisions to the ERPO statute. Remove the requirement for law enforcement to compensate respondents for surrendered firearms in Minnesota Statute 624.7175(a). Allow temporary seizure of firearms upon ERPO application, with return of firearms if the ERPO is denied.
- **SUPPORT** increasing the penalty for impersonating a police officer from a misdemeanor to a felony. **SUPPORT** prohibiting display or use of law enforcement equipment on non law enforcement vehicles by expanding Minnesota Statute 609.4751.
- **SUPPORT** mandatory minimum sentences for fleeing in a motor vehicle due to increasing incidents and public safety risks.
- **SUPPORT** increased funding for Violent Crime Enforcement Teams to sustain operations and address illegal firearms, narcotics, and gang activity.
- **SUPPORT** clarification of the Clean Slate Act to resolve conflicts between Minnesota Statutes 609A.015, 13.82, and 13.03 regarding data classification and disclosure.
- **SUPPORT** for local law enforcement agencies use of photo technology to enforce traffic laws. Sworn and nonsworn local law enforcement officers should have the express authority to issue citations for traffic violations by mail where the violation is detected with photographic evidence.

Contact: Jay Henthorne, Public Safety Director, 612-861-9828, JHenthorne@richfieldmn.gov



CITY OF RICHFIELD

2026 LEGISLATIVE PRIORITIES

PUBLIC WORKS

- **SUPPORT** modifications to the Municipal State Aid (MSA) Design Standards to allow municipalities to use 10 foot wide lanes without a variance and to allow the use of additional design guidance when appropriate to meet a community's specific needs.
- **SUPPORT** a state-wide, comprehensive, and stable source of funding for water, wastewater and stormwater infrastructure to address Minnesota's aging infrastructure and to ensure affordability for Minnesota communities so they can remain a great place to live and competitive place to do business.
- **OPPOSE** any legislation or rule change that limits local authority related to use of public rights-of-way (small cell, for example).
- **SUPPORT** state laws that provide limited liability to commercial salt applicators that are certified through an established voluntary salt applicator certification program.

Contact: Kristin Asher, Public Works Director, 612-861-9795, KAsher@richfieldmn.gov

RECREATION AND SUSTAINABILITY

- **SUPPORT** an amendment to Minn. Stat. § 462.358 to allow park dedication fees on new housing units and new commercial and industrial development without the requirement that land be subdivided.
- **SUPPORT** an amendment to the Citizens Personal Protection Act that would allow cities to prohibit firearms in city-owned buildings, facilities, and parks.
- **SUPPORT** an increase in state and county funding for local recreational assets including access to new funding sources at the state and federal levels.
- **SUPPORT** allocating 100% of State Revenue from the Solid Waste Management Tax (SCORE) to County Waste Management Efforts.
- **SUPPORT** passage of Truth in Labeling for Recycling (previously dropped from the compostable products bill).
- **SUPPORT** establishment of Building Performance Standards.
- **SUPPORT** establishment of a Right to Cooling Standard.
- **OPPOSE** closure of the HERC without meeting necessary waste reduction goals including 85% recycling diversion rate in Hennepin County and a plan for the waste currently handled by the facility.
- **Support** consistency in method of sale, labeling, and advertising in support of consumers who utilize Minnesota's growing public charging network. But **Oppose** the requirement for a public charging operator's license and the new annual \$100 inspection fee per port for retail EVSE.

Contact: Karl Huemiller, Recreation Services Director, 612-861-9387, KHuemiller@richfieldmn.gov

Richfield staff is available to provide detailed information on any of the items listed on this handout and to provide testimony.



CITY OF RICHFIELD

2026 LEGISLATIVE PRIORITIES

FEDERAL

- **OPPOSE** federal legislation that would redefine hemp and cap total THC at 0.4mg per container, which would invalidate Minnesota-legal THC beverages and edibles, a growing and popular industry. Minnesota has established a strong regulatory framework, and federal restrictions would abruptly end a compliant, well-regulated industry.
- **OPPOSE** any effort to rescind or “claw back” federal grants or aid previously committed to local governments and other public agencies, including efforts to redirect or cancel existing allocations after they’ve been approved.
- **Rep. Omar/Federal** – Advocate for Richfield’s Community Project Funding (CPF) requests in Congress submitted to the Appropriations Committee by Rep. Omar:
 - **FY 2026** – Emergency Water Interconnect Project (\$5,000,000 est. total cost). If given the opportunity, the city intends to submit this project to the Appropriations Committee via Rep. Omar’s CPF solicitation for FY 2026. This project would see the construction of a physical water system connection to Minneapolis’ network to ensure water supply redundancy in the event of an emergency or other event that might impair the Richfield Water Treatment Plant. Currently, no such emergency connection exists.



City Council Meeting 12/9/2025
Agenda Section: Consent Calendar
Agenda Item: 7.d.

Report Prepared By:

Jennifer Anderson, Support Services Manager

Department Director:

Jay Henthorne, Police Chief

Item for Consideration:

Consider approval for a Temporary On-Sale Intoxicating Liquor license for the Blessed Trinity Catholic School, located at St. Richard's Catholic Church, 7540 Penn Avenue South, for their 2026 Sno*ball Dance taking place January 31, 2026.

EXECUTIVE SUMMARY

On November 19, 2025, the City received application materials for a Temporary On-Sale Intoxicating Liquor license for the Blessed Trinity Catholic School, located at St. Richard's Catholic Church, 7540 Penn Avenue South, for their 2026 Sno*ball Dance taking place January 31, 2026. They will serve intoxicating liquor, wine and 3.2 percent malt liquor from 5:00 p.m. to 9:00 p.m. on Saturday, January 31, 2026, only.

They will provide food and snacks for dinner. The Blessed Trinity Catholic School has contacted food sanitarians from the City of Bloomington to ensure proper food handling practices are followed.

The Director of Public Safety has reviewed all required information and documents and has found no basis for denial.

The City Council has previously granted this license in conjunction with this event.

RECOMMENDED ACTION

By Motion: Approve issuance of a Temporary On-Sale Intoxicating Liquor license for the Blessed Trinity Catholic School, located at St. Richard's Catholic Church, 7540 Penn Avenue South for their 2026 Sno*ball Dance taking place January 31, 2026.

HISTORICAL CONTEXT

The applicant has satisfied the following requirements for the issuance of this license:

The required licensing fee has been paid.

Proof of liquor liability insurance has been provided showing the Catholic Mutual Relief Society of America affording the coverage.

EQUITABLE OR STRATEGIC CONSIDERATIONS OR IMPACTS

POLICIES (RESOLUTIONS, ORDINANCES, REGULATIONS, STATUTES, ETC.)

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

CRITICAL TIMING ISSUES

The event takes place on January 31, 2026; therefore, consideration of the license is required at the City Council's December 09, 2025 meeting.

FINANCIAL IMPACT

The required licensing fees have been received.

LEGAL CONSIDERATIONS

There are no legal considerations.

ALTERNATIVE RECOMMENDATION(S)

The Council could deny the approval of the Temporary On-Sale Intoxicating Liquor license for the Blessed Trinity Catholic School. This would mean the applicant would not be able to serve intoxicating liquor, wine or 3.2 percent malt liquor; however, Public Safety has not found any basis for denial.

ATTACHMENTS

None



City Council Meeting 12/9/2025
Agenda Section: Consent Calendar
Agenda Item: 7.e.

Report Prepared By:

Jennifer Anderson, Support Services Manager

Department Director:

Jay Henthorne, Police Chief

Item for Consideration:

Consider approval of the second amendment to the Response Sustainability Grant agreement with the City of Bloomington.

EXECUTIVE SUMMARY

The Response Sustainability grant funds are specifically appropriated for public health emergency preparedness and response work.

The purpose of this funding and agreement is to support a robust response to emergencies through planning, training, exercises, and response at the local level. Grant activities will align with the approved areas of focus, which include workforce capacity, sustainability, health equity and communication. The City Council approved the first amendment to the agreement at the June 10, 2025, City Council meeting.

The second amendment adds FY2026 funds to the agreement and extends the term of the agreement to June 30, 2027.

RECOMMENDED ACTION

By Motion: Approve the second amendment to the Response Sustainability agreement with the City of Bloomington.

HISTORICAL CONTEXT

Public health departments receive annual Public Health Emergency Preparedness/Cities Readiness Initiative (PHEP/CRI) funding that enhances preparedness in the nation's largest population centers, where nearly 60% of the population resides. The program prepares jurisdictions to effectively respond to large public health emergencies with life-saving medicines and medical supplies.

State and large metropolitan public health departments use CRI funding to develop, test, and maintain emergency response plans. These plans detail how health departments will quickly receive medical countermeasures from the Strategic National Stockpile (SNS) and distribute them to local communities.

The Response Sustainability agreement will specifically address the four focus areas mentioned in the Executive Summary; workforce capacity, sustainability, health equity, and communication.

EQUITABLE OR STRATEGIC CONSIDERATIONS OR IMPACTS

Response Sustainability funding specifically calls out health equity and the need to ensure preparedness plans and activities address health equity gaps and populations, including finding new equity partners to bring into the work.

POLICIES (RESOLUTIONS, ORDINANCES, REGULATIONS, STATUTES, ETC.)

Public Health departments across Minnesota are mandated by Minnesota Statute 145A to provide 6 areas of public health responsibilities:

- Assure an adequate local public health infrastructure
- Promote healthy communities and healthy behaviors
- Prevent the spread of communicable disease
- Protect against environmental health hazards
- Prepare for and respond to emergencies
- Assure health services

CRITICAL TIMING ISSUES

There are no critical timing issues.

FINANCIAL IMPACT

Richfield's allotment of Response Sustainability funds is \$99,834.00 for work between July 1, 2026 - June 30, 2027. The agreement with Bloomington is for \$94,834.00. Richfield will use this funding to pay for Response Sustainability agreement services with the City of Bloomington. The remaining \$5,000 will be used for an equipment purchase approved by the Minnesota Department of Health.

LEGAL CONSIDERATIONS

The City Attorney has reviewed the agreement and approves of its contents.

ALTERNATIVE RECOMMENDATION(S)

The City Council could decide not to approve the agreement and direct staff on how to proceed.

ATTACHMENTS

1. City of Richfield - RSG Second Amendment (002)

SECOND AMENDMENT TO AGREEMENT BETWEEN THE
MINNESOTA CITIES OF BLOOMINGTON AND RICHFIELD

THIS SECOND AMENDMENT is made on _____ by and between CITY OF BLOOMINGTON, MINNESOTA, a Minnesota municipal corporation located at 1800 West Old Shakopee Road, Bloomington, Minnesota 55431 (“Bloomington”), and CITY OF RICHFIELD, MINNESOTA, a Minnesota municipal corporation located at 6700 Portland Avenue, Richfield, Minnesota 55423 (“Richfield”). Bloomington and Richfield are herein referred to collectively as the “Parties.”

WHEREAS, Bloomington and Richfield are parties to an Agreement dated January 1, 2024, (Agreement ID - 2024-083), as amended by First Amendment dated June 23, 2025 (Agreement ID 2025-0540) pursuant to which Bloomington is responsible for providing the residents of Richfield with Response Sustainability Services (“Agreement”); and

WHEREAS, the term of the Agreement ends June 30, 2026. Richfield and Bloomington desire to amend the Agreement to extend the term until June 30, 2027; and

WHEREAS, Bloomington and Richfield desire to amend the Agreement to include additional services as detailed in Exhibit D; and

WHEREAS, Bloomington and Richfield desire to amend the Agreement to increase the total amount of work authorized, including reimbursable expenses, by \$94,834.00 for a total contract not-to-exceed of \$303,795.00; and

NOW, THEREFORE, in consideration of the terms and conditions expressed in this Second Amendment, Bloomington and Richfield agree as follows:

1. Paragraph 1 of the Agreement shall be amended to read: “**Services to be Provided:** Bloomington agrees to provide the residents of Richfield with Response Sustainability Services as described in the Scope of Services attached to this Agreement as Exhibits A, B, C and D or any supplemental letter agreements, or both entered into between Bloomington and Richfield (“Services”). The Services referenced in the attached Exhibits A, B, C and D or any supplemental letter agreements shall be incorporated into this Agreement by reference. All Services shall be provided in a manner consistent with the level of care and skill ordinarily exercised by contractors currently providing similar services.”
2. Paragraph 2 of the Agreement shall be amended to read: “**Time for Completion.** This Agreement shall remain in force and effect commencing from January 1, 2024 and continuing until the earlier of June 30, 2027 or completion of the Services unless terminated by either party or amended pursuant to the Agreement.”
3. Paragraph 3 of the Agreement shall be amended to read: “**Consideration:** The consideration, which Richfield shall pay to Bloomington, shall not exceed \$303,795.00, as set forth in Exhibits A, B, C and D and incorporated into this Agreement.”

Agreement ID: 2025-1580

4. All other terms and conditions of the Agreement not modified by this Second Amendment shall remain in full force and effect.

IN WITNESS WHEREOF, the parties to the Agreement have caused this Second Amendment to be executed the day and year first above written.

CITY OF BLOOMINGTON, MINNESOTA

DATED: BY: _____
Its: Mayor

DATED: BY: _____
Its: City Manager

Reviewed and approved by the Bloomington Attorney.

Melissa J. Manderschied

CITY OF RICHFIELD, MINNESOTA

DATED: BY: _____
Its: Mayor

DATED: BY: _____
Its: City Manager

**EXHIBIT D TO PUBLIC HEALTH RESPONSE SUSTAINABILITY SERVICES
SECOND AMENDMENT BETWEEN
THE MINNESOTA CITIES OF BLOOMINGTON AND RICHFIELD**

TERMS OF PAYMENT

- A. The Parties agree to allocate the costs of the Services in accordance with each city’s share of the total services provided by Bloomington to all three cities (Bloomington, Edina, and Richfield) as identified below.

During the term of this Agreement, Richfield shall pay Bloomington the total not-to-exceed amount of \$303,795.00 for Response Sustainability Services.

Allocation Method	Share of total cost		
	Bloomington	Edina	Richfield
Costs shared equally with an adjustment for social vulnerability index of each city	39%	32%	29%

- B. Bloomington will provide quarterly itemized invoices to Richfield on the following:

Invoice Dates:

July 15, 2026
October 15, 2026
January 15, 2027
April 15, 2027
July 15, 2027

- C. Richfield shall make payment to Bloomington within 30 days of receipt of Bloomington’s invoice.



Report Prepared By:

Jennifer Anderson, Support Services Manager

Department Director:

Jay Henthorne, Police Chief

Item for Consideration:

Consider approval of the sixth amendment to the local public health services agreement with the City of Bloomington for 2026.

EXECUTIVE SUMMARY

The City of Richfield has had a public health contract with the City of Bloomington to provide public health services on Richfield's behalf for 49 years. The amendment to the public health contract requires City Council approval and reflects a 4 percent increase over the 2025 amendment amount.

RECOMMENDED ACTION

By Motion: Approve the sixth amendment to the agreement with the City of Bloomington for the provision of public health services for the City of Richfield for 2026.

HISTORICAL CONTEXT

In 1977, the State of Minnesota enacted the Community Health Services Act, which transferred the responsibility for the administration of public health programs to local jurisdictions. The State also provided funds for the program and encouraged local jurisdictions to increase the efficiency of their programs by grouping together whenever it made sense to do so. Richfield entered into a contractual agreement with Bloomington at that time and the program has been administered under a contract with them since. The Act was revised in 2003 and is now referred to as the Local Public Health Act.

The contract amount for providing public health services in 2026 reflects a 4% increase over the 2025 contract amount. The contract amount for 2026 is \$355,847; with the 2025 contract amount having been \$342,160.

In 2004, changes were made to the Public Health Act at the State level to make reporting, accountability, and record keeping more efficient. Those changes also "regrouped" a large number of funding sources into one, which gives more personalization of the funds for the best specific user of the dollars within the community to be used in conjunction with subsidy guidelines. It is now referred to as the Local Public Health grant.

EQUITABLE OR STRATEGIC CONSIDERATIONS OR IMPACTS

Public Health services in Richfield are provided to all residents, which include activities designed to protect and promote the health of the general population within a

community by emphasizing the prevention of disease, injury, disability, and preventable death through the promotion of effective coordination and use of community resources.

POLICIES (RESOLUTIONS, ORDINANCES, REGULATIONS, STATUTES, ETC.)

Community Health Boards are mandated by Minnesota State Statute 145A to perform core public health services, which are funded by a combination of local, state and federal dollars. Local public health departments partner with other government agencies and community organizations such as schools, law enforcement, social services, nonprofits, and health care providers to coordinate high quality, collaborative public health programs that fulfill state mandates and address local health priorities.

CRITICAL TIMING ISSUES

There are no critical timing issues.

FINANCIAL IMPACT

The contract amount for providing public health services in 2026 reflects a 4% increase over the 2025 contract amount. The contract amount for 2026 is \$355,847; with the 2025 contract amount having been \$342,160.

LEGAL CONSIDERATIONS

The City Attorney has reviewed the amendment and approves of its contents.

ALTERNATIVE RECOMMENDATION(S)

The City Council could deny the amendment to the contract and public health services provided by Bloomington Public Health Department would no longer be provided for the City of Richfield.

ATTACHMENTS

1. City of Richfield - Sixth Amendment LPH Services (002)

SIXTH AMENDMENT TO LOCAL PUBLIC HEALTH SERVICES AGREEMENT
BETWEEN THE MINNESOTA CITIES OF BLOOMINGTON AND RICHFIELD

THIS SIXTH AMENDMENT is made on _____ by and between CITY OF BLOOMINGTON, a Minnesota municipal corporation located at 1800 West Old Shakopee Road, Bloomington, Minnesota 55431 (“Bloomington”), and CITY OF RICHFIELD, a Minnesota municipal corporation, located at 6700 Portland Avenue, Richfield, Minnesota 55423 (“Richfield”), each a “Party” and collectively the “Parties.”

WHEREAS, Bloomington and Richfield are parties to an Agreement dated January 1, 2020 (Agreement ID 2019-650), as amended by a First Amendment dated December 29, 2020 (Agreement ID 2020-518), as amended by a Second Amendment dated January 21, 2022 (Agreement ID 2021-766), as amended by a Third Amendment dated December 4, 2022 (Agreement ID 2022-832), as amended by a Fourth Amendment dated December 28, 2023 (Agreement ID 2023-803), as amended by a Fifth Amendment dated February 17, 2025 (Agreement ID 2025-006) pursuant to which Bloomington is responsible for providing Public Health Services to residents of Richfield (“Agreement”); and

WHEREAS, the term of the Agreement ends December 31, 2025. Parties desire to amend the Agreement to extend the term until December 31, 2026; and

WHEREAS, Parties desire to amend the Agreement to include additional services for the 2026 contract year as set forth in Exhibit M, and updated pricing for the 2026 contract year as set forth in Exhibit N; and

WHEREAS, Parties desire to amend the Agreement to increase the total amount of work authorized, including reimbursable expenses, by \$355,847.00 for a total contract not-to-exceed amount of \$2,123,007.00; and

NOW, THEREFORE, in consideration of the terms and conditions expressed in this Sixth Amendment, Parties agree as follows:

1. Paragraph 1 of the Agreement shall be amended to read: “**Services to be Provided:** Bloomington agrees to provide the residents of Richfield with Public Health Services as set forth in Bloomington’s Scope of Services attached to this Agreement as Exhibits A, C, E, G, H, I, K, and M or any supplemental letter agreements entered into between the Parties (“Services”). The Services referenced in the attached Exhibits A, C, E, G, H, I, K and M or any supplemental letter agreements shall be incorporated into this Agreement by reference. All Services shall be provided in a manner consistent with the level of care and skill ordinarily exercised by contractors currently providing similar services.”
2. Paragraph 2 of the Agreement shall be amended to read: “**Time for Completion.** This Agreement shall remain in force and effect commencing from January 1, 2026, and continuing until December 31, 2026, unless terminated by either Party or amended pursuant to the Agreement.”

3. Paragraph 3 of the Agreement shall be amended to read: “**Consideration:** The consideration, which Richfield shall pay to Bloomington and shall not exceed \$2,123,007.00, pursuant to the terms of the payment set forth in Exhibit N and incorporated into this Agreement.
4. All other terms and conditions of the Agreement not modified by this Sixth Amendment shall remain in full force and effect.

IN WITNESS WHEREOF, the parties to the Agreement have caused this Sixth Amendment to be executed the day and year first above written.

CITY OF BLOOMINGTON, MINNESOTA

DATED: _____ BY: _____
Its: Mayor

DATED: _____ BY: _____
Its: City Manager

Reviewed and approved by the City Attorney.

City Attorney

CITY OF RICHFIELD, MINNESOTA

DATED: _____ BY: _____
Its: Mayor

DATED: _____ BY: _____
Its: City Manager

EXHIBIT M TO LOCAL PUBLIC HEALTH SERVICES AGREEMENT
BETWEEN THE MINNESOTA CITIES OF BLOOMINGTON
AND RICHFIELD

SCOPE OF SERVICES

1. Bloomington agrees to provide residents of Richfield with Public Health Services, which include activities designed to protect and promote the health of the general population within a community health service area by emphasizing the prevention of disease, injury, disability, and preventable death through the promotion of effective coordination and use of community resources, and by extending Public Health Services into the community.
2. Bloomington agrees to provide Public Health Services to the residents of Richfield in a manner consistent with the level of care and skill ordinarily exercised, and utilizing the same quality and kind of personnel, equipment and facilities, as Public Health Services are provided and rendered to residents of Bloomington.
3. Bloomington shall provide the Public Health Services pursuant hereto on a confidential basis, using capable, trained professionals.
4. Bloomington shall require medical malpractice insurance coverage by its physicians and other licensed professionals with whom Bloomington has a contract for professional services.
5. All Public Health Services to be rendered hereunder by Bloomington shall be rendered pursuant to and subject to public health policies, rules, and procedures now or hereafter, from time to time, adopted by the Bloomington City Council, and in full compliance with all applicable state and federal laws.
6. It shall be Bloomington's sole responsibility to determine the qualifications, functions, training, and performance standards for all personnel rendering Public Health Services under this Agreement.
7. Bloomington will communicate with Richfield relative to Public Health Services to be performed hereunder, in the form of reports, conferences, or consultations, as Richfield shall request. All reports relating to the provision of Public Health Services that are given by Bloomington to the Bloomington City Council or to the Bloomington City Manager during the term of this Agreement shall also be given to Richfield.
8. Bloomington also agrees to send to Richfield an annual report

describing the Public Health Services performed pursuant to this Agreement. Said report shall be in such detail and form as Richfield may reasonably request. Also, at Richfield's request, made not more than five (5) times during the term of this Agreement, responsible administrative officers of Bloomington's Division of Public Health shall attend meetings of the Richfield City Council, or appropriate board or commission, to answer questions and give further information relative to the activities performed and Public Health Services rendered under this Agreement.

9. Bloomington will also provide services to Richfield for Title V Maternal Child Health (MCH) and Temporary Assistance to Needy Families (TANF) to qualifying women, infants, children and adolescents. Richfield agrees to assign its rights to Minnesota Department of Health (MDH) funding provided for the MCH and TANF programs for fiscal year 2026 to Bloomington. Bloomington will complete all required services, reports and documentation for these programs and will directly invoice MDH for the MCH and TANF services that Bloomington provides to Richfield residents.

EXHIBIT N TO LOCAL PUBLIC HEALTH SERVICES AGREEMENT
BETWEEN THE MINNESOTA CITIES OF BLOOMINGTON
AND RICHFIELD

TERMS OF PAYMENT

1. The parties agree to allocate the costs of the Services in accordance with each city's share of the total services provided by Bloomington to all three cities (Bloomington, Edina, and Richfield) as identified below.
2. Richfield shall pay Bloomington the total not-to-exceed amount of \$2,123,007.00 for Services during the term of this Agreement.

Allocation method	Description of Service	Share of total cost		
		Bloomington	Edina	Richfield
Agreed-upon percentage of cost (fixed)	Administration and Planning & Health Promotion infrastructure	65%	17.5%	17.5%
	Internal service charges	80%	10%	10%
	Accreditation	33%	33%	33%
By population (as estimated by the American Community Survey)	DP&C Community Resource Team Outbreak response SHIP	49%	30%	21%
By number of clients in each city (changes annually)	Maternal Health Clinical Services	Share of total cost will change each year based on # of clients per city, according to the following formula: $\frac{\text{(Clients served in Richfield)}}{\text{(Clients served in all three cities)}} = \text{share of total cost}$		
Direct expense	All others	Cost of service provided		

3. Bloomington will invoice Richfield for the Services according to the following terms:

Invoice Date	Amount
April 15, 2026	\$88,961.75
July 15, 2026	\$88,961.75
October 15, 2026	\$88,961.75
January 15, 2027	\$88,961.75

4. Richfield shall make payment to Bloomington within thirty (30) days of receipt after Bloomington's invoice.



City Council Meeting 12/9/2025
Agenda Section: Consent Calendar
Agenda Item: 7.g.

Report Prepared By:
 Jennifer Anderson, Support Services Manager

Department Director:
 Jay Henthorne, Police Chief

Item for Consideration:
Consider the renewal of the 2026 licenses for On-Sale Intoxicating, Club, On-Sale 3.2 Percent Malt Liquor and Wine, and Off-Sale 3.2 Percent Malt Liquor doing business in Richfield.

EXECUTIVE SUMMARY

Staff completed a staff report for each business at the time they originally applied for and received Council approval to sell On-Sale Intoxicating, Club, On and Off-Sale 3.2 Percent Malt Liquor and Wine in the City of Richfield. This is simply a request to renew their annual license for 2026. There is not a public hearing requirement for renewals for these types of licenses. The businesses named in this report are presented for Council's approval.

<u>License to sell Wine & 3.2 Percent Malt Liquor - ON SALE</u>	<u>License to sell 3.2 Percent Malt Liquor - OFF SALE</u>
Davanni's	Assal/Winner Gas/Pump N Munch
Dragon Pot	La Vaquita 2
Joy's Pattaya	La Vaquita Short Stop
K-ChiMac	Portland Food Mart
Kataki	Richfield Minnoco
My Burger	Target Corporation
Patrick's Bakery	Speedway #4186
Sandy's Tavern	Speedway #4188
	Speedway #4191
<u>On Sale Intoxicating</u>	Speedway #4615
El Tejaban	
Fireside Foundry	
Frenchman's Pub	
Giordano's	
Los Sanchez Taqueria	
Lyndale Smokehouse	
Pizza Luce	
Fred Babcock VFW Post 5555 (Club)	

RECOMMENDED ACTION
By Motion:

1. Approve the 2026 renewal of named business licenses for On-Sale 3.2 Percent Malt Liquor & Wine establishments doing business in Richfield.
2. Approve the 2026 renewal of named business licenses for Off-Sale 3.2 Percent Malt Liquor establishments doing business in Richfield.
3. Approve the 2026 renewal of named business licenses for On-Sale Intoxicating and Club Liquor establishments doing business in Richfield.

HISTORICAL CONTEXT

- The listed businesses current licenses will expire on December 31, 2025.
- The businesses named above with the corresponding licenses are presented for Council's approval on this date.

EQUITABLE OR STRATEGIC CONSIDERATIONS OR IMPACTS

The business licensing renewal process is standard business for the City.

POLICIES (RESOLUTIONS, ORDINANCES, REGULATIONS, STATUTES, ETC.)

- All businesses must annually request renewal of their On-Sale Intoxicating, Club, On-Sale 3.2 Percent Malt Liquor & Wine and Off-Sale 3.2 Percent Malt Liquor licenses to the City Council.
- Businesses must meet the requirements for renewal of their licenses.

CRITICAL TIMING ISSUES

There are no additional critical timing issues.

FINANCIAL IMPACT

All license fees must be paid and application forms submitted in order to be considered for license renewal.

LEGAL CONSIDERATIONS

There are no additional legal issues.

ALTERNATIVE RECOMMENDATION(S)

Deny the request for the renewal of 2026 licenses for On-Sale Intoxicating, Club, On-Sale 3.2 Percent Malt Liquor & Wine and Off-Sale 3.2 Percent Malt Liquor doing business in Richfield. This would result in the applicants not being able to conduct business within the City in 2026; however, there have been no issues with any of these listed establishments and the Public Safety Department has found no reason to deny any of the requested licenses.

ATTACHMENTS

1. Background Summaries for Alcohol licenses



**SUMMARY OF BACKGROUND INVESTIGATION REPORT
FOR EL TEJABAN MEXICAN RESTAURANT, LLC
d/b/a EL TEJABAN MEXICAN GRILL
2026 License Renewal**



Officers:

Rosa Isela Zambrano- Owner
Miguel Angel Hernandez- Owner

Criminal History:

The following criminal histories reflect the previous and current year. Miguel Hernandez has no known criminal record. Rosa Zambrano, who also serves as the General Manager, has no known criminal record.

Premises:

Brixmor Spe 1, LLC is the owner of the property. All payments are current.

Record of Service Calls:

There were 13 Public Safety/Police contacts with El Tejaban Mexican Grill from October 2024 through September 2025. This compares with 20 contacts for the previous year. A breakdown of these contacts is shown below.

Violations:

The most recent violation for the sale of alcohol to underage youth at El Tejaban was September 24, 2025.

Routine Information:

On-Sale Intoxicating and Sunday Liquor licenses require owners of these establishments to comply with Resolution No. 9511, which outlines the discipline they can expect if any ongoing problems occur. A copy of this resolution has been given to the owners of the establishment.

There are no distance requirements to notify neighbors of the issuance or renewal of On-Sale Intoxicating and Sunday Liquor licenses.

**PUBLIC SAFETY CONTACTS
October 2024 through September 2025**

	2024	2025
Criminal Contacts	13	4
Incidents (see bottom of page for specifics)	10	2
Alarm	0	1
Traffic	3	1
Misc. Non-Criminal	7	9
Assists	0	1
Inspections/Licensing	0	1
Medical/Fire	2	1
Miscellaneous	5	6
TOTAL CONTACTS	20	13

The criminal contacts from October 2024 through September 2025 were: 1 commercial alarm, 1 theft, 1 burglary, and 1 traffic stop.



**SUMMARY OF BACKGROUND INVESTIGATION REPORT
FOR THOMPSON'S FIRESIDE PIZZA, INC.
d/b/a FIRESIDE FOUNDRY
2026 License Renewal**



Officers:

Richard Thompson- Owner

Criminal History:

The following criminal histories reflect the previous and current year. Richard Thompson, who also serves as the General Manager, has no known criminal record.

Premises:

Richard Thompson is the owner of the property. All payments are current.

Record of Service Calls:

There were seven Public Safety/Police contacts with Fireside Foundry from October 2024 through September 2025. This compares with 5 contacts for the previous year. A breakdown of these contacts is shown below.

Violations:

The most recent violation of the sale of alcohol to underage youth at Thompson's Fireside Foundry was December 17, 2022.

Routine Information:

On-Sale Intoxicating and Sunday Liquor licenses require owners of these establishments to comply with Resolution No. 9511, which outlines the discipline they can expect if any ongoing problems occur. A copy of this resolution has been given to the owners of the establishment.

There are no distance requirements to notify neighbors of the issuance or renewal of On-Sale Intoxicating and Sunday Liquor licenses.

**PUBLIC SAFETY CONTACTS
October 2024 through September 2025**

		2024	2025
Criminal Contacts		4	2
	Incidents (see bottom of page for specifics)	3	1
	Alarm	0	0
	Traffic	1	1
Misc. Non-Criminal		1	5
	Assists	0	0
	Inspections/Licensing	0	1
	Medical/Fire	0	1
	Miscellaneous	1	3
TOTAL CONTACTS		5	7

The criminal contacts from October 2024 through September 2025 were: 1 crash/hit and run, and 1 theft.



**SUMMARY OF BACKGROUND INVESTIGATION REPORT
FOR FRENCHMAN'S PUB, INC.
d/b/a FRENCHMAN'S
2026 License Renewal**



Directors and Officers:

Mary Christine Blake and Peter Reid - Owners
Patricia Reid – General Manager

Criminal History:

The following criminal histories reflect the previous and current year. Mary Christine Blake has no known criminal record. Peter Reid has no known criminal record. Patricia Reid, who serves as the General Manager, has no known criminal record.

Premises:

Mary Christine Blake Trust is the owner of the property. All payments are current.

Record of Service Calls:

There were 21 Public Safety/Police contacts with Frenchman's from October 2024 through September 2025. This compares with 16 contacts for the previous year. A breakdown of these contacts is shown below.

Violations:

The most recent violation for the sale of alcohol to underage youth at Frenchman's was June 8, 2004.

Routine Information:

On-Sale Intoxicating and Sunday Liquor licenses require owners of these establishments to comply with Resolution No. 9511, which outlines the discipline they can expect if any ongoing problems occur. A copy of this resolution has been given to the owners of the establishment.

There are no distance requirements to notify neighbors of the issuance or renewal on On-Sale Intoxicating and Sunday Liquor sales.

**PUBLIC SAFETY CONTACTS
October 2024 through September 2025**

	2024	2025
Criminal Contacts	9	18
Incidents (see bottom of page for specifics)	4	14
Alarm	3	1
Traffic	2	3
Misc. Non-Criminal	7	3
Assists	0	0
Inspections/Licensing	0	1
Medical/Fire	1	1
Miscellaneous	6	1
TOTAL CONTACTS	16	21

The criminal contacts from October 2024 through September 2025 were: 4 intoxicated persons, 2 suspicious activity, 3 traffic stops, 6 disturbances, 1 trespassing, 1 alarm, and 1 theft.



**SUMMARY OF BACKGROUND INVESTIGATION
FOR VPC RICHFIELD PIZZA, LLC
d/b/a GIORDANO'S OF RICHFIELD
2026 License Renewal**



Officers:

- Nicholas Scarpino – CEO
- David Poole – President
- Yorgo Koustsoigiorgas – Vice President
- Zachary Nemes – Secretary
- Ehrick Holland – General Manager

Criminal Histories:

The following criminal histories reflect the previous and current year. Nicholas Scarpino has no known criminal record. Yorgo Koustsoigiorgas has no known criminal record. David Poole has no known criminal record. Zachary Nemes has no known criminal record. Ehrick Holland, who serves as the General Manager, has no known criminal record.

Premises:

DRFC Southdale Square, LLC is the owner of the property. All payments are current.

Record of Service Calls:

There were seven Public Safety/Police contacts with Giordano's of Richfield from October 2024 through September 2025. This compares with three contacts for the previous year. A breakdown of these contacts is shown below.

Violations:

The most recent violation for the sale of alcohol to underage youth at Giordano's was November 3, 2021.

Routine Information:

On-Sale Intoxicating and Sunday Liquor licenses require owners of these establishments to comply with Resolution No. 9511, which outlines the discipline they can expect if any ongoing problems occur. A copy of this resolution has been given to the owners of the establishment.

There are no distance requirements to notify neighbors of the issuance or renewal of On-Sale Intoxicating and Sunday Liquor licenses.

**PUBLIC SAFETY CONTACTS
October 2024 through September 2025**

		2024	2025
Criminal Contacts		1	5
	Incidents (see bottom of page for specifics)	0	3
	Alarm	1	1
	Traffic	0	1
Misc. Non-Criminal		2	2
	Assists	0	0
	Inspections/Licensing	0	1
	Medical/Fire	1	1
	Miscellaneous	1	0
TOTAL CONTACTS		3	7

The criminal contacts from October 2024 through September 2025 were: 1 theft, 1 alarm, 1 traffic stop, 1 suspicious activity, and 1 disturbance.



**SUMMARY OF BACKGROUND INVESTIGATION
FOR LOS SANCHEZ TAQUERIA II, LLC
D/B/A LOS SANCHEZ TAQUERIA
2026 License Renewal**



Officers:

Flor Elena Aguilar Palma - Owner
Santiago Sanchez Ortiz- Owner

Criminal Histories:

The following criminal histories reflect the previous and current year. Flor Aguilar Palma has no known criminal record. Santiago Sanchez Ortiz, who also serves as the General Manager, has no known criminal record.

Premises:

Brixmor SPE 1, LLC, is the owner of the property. All payments are current.

Record of Service Calls:

There were ten Public Safety/Police contacts with Los Sanchez Taqueria from October 2024 through September 2025. This compares with 0 contacts for the previous year. A breakdown of these contacts is shown below.

Violations:

The most recent violation for the sale of alcohol to underage youth at Los Sanchez Taqueria was November 21, 2023.

Routine Information:

On-Sale Intoxicating and Sunday Liquor licenses require owners of these establishments to comply with Resolution No. 9511, which outlines the discipline they can expect if any ongoing problems occur. A copy of this resolution has been given to the owners of the establishment.

There are no distance requirements to notify neighbors of the issuance or renewal of On-Sale Intoxicating and Sunday Liquor licenses.

**PUBLIC SAFETY CONTACTS
October 2024 through September 2025**

		2024	2025
Criminal Contacts		0	5
	Incidents (see bottom of page for specifics)	0	3
	Alarm	0	0
	Traffic	0	2
Misc. Non-Criminal		0	5
	Assists	0	1
	Inspections/Licensing	0	1
	Medical/Fire	0	1
	Miscellaneous	0	2
TOTAL CONTACTS		0	10

The criminal contacts from October 2024 through September 2025 were: 1 suspicious activity, 1 driving complaint, 1 disturbance, 1 intoxicated person, and 1 traffic stop.



**SUMMARY OF BACKGROUND INVESTIGATION REPORT
FOR LYNDALE SMOKEHOUSE, LLC
d/b/a LYNDALE SMOKEHOUSE
2026 License Renewal**



Officers:

Harshal Patel- President Minesh Patel- Vice President
Brittany Lallak – General Manager

Criminal History:

The following criminal histories reflect the previous and current year. Harshal Patel has no known criminal record. Minesh Patel has no known criminal record. Brittany Lallak, who serves as the General Manager, has no known criminal record.

Premises:

The property is owned by MOA Hospitality Group, LLC. All payments are current.

Record of Service Calls:

There were 85 Public Safety/Police contacts with Lyndale Smokehouse from October 2024 through September 2025. This compares with 80 contacts for the previous year. These public safety contacts also include the Four Points by Sheraton hotel, in which the restaurant is attached. A breakdown of these contacts is shown below.

Violations:

The most recent violation of alcohol for the sale to underage youth at Lyndale Smokehouse was September 24, 2025.

Routine Information:

On-Sale Intoxicating and Sunday Liquor licenses require owners of these establishments to comply with Resolution No. 9511, which outlines the discipline they can expect if any ongoing problems occur. A copy of this resolution has been given to the owners of the establishment.

There are no distance requirements to notify neighbors of the issuance or renewal of On-Sale Intoxicating and Sunday Liquor licenses.

**PUBLIC SAFETY CONTACTS
October 2024 through September 2025**

	2024	2025
Criminal Contacts	18	14
Incidents (see bottom of page for specifics)	13	11
Alarm	1	0
Traffic	4	3
Misc. Non-Criminal	62	71
Assists	1	12
Inspections/Licensing	1	2
Medical/Fire	13	5
Miscellaneous	47	52
TOTAL CONTACTS	80	85

The criminal contacts from October 2024 through September 2025 were: 5 thefts, 1 order of protection violation, 3 disturbances, 1 harassing communication, 3 traffic stops, and 1 fraud.



**SUMMARY OF BACKGROUND INVESTIGATION REPORT
FOR PIZZA LUCE VII, INC.
d/b/a PIZZA LUCE
2026 License Renewal**



Officers:

Joseph Baier- Owner, President
 Laura Hansen- Vice President, COO
 Scott Schierman – General Manager

Scott Nelson- Owner, Vice President
 Julie Haywood- Treasurer/Secretary

Criminal History:

The following criminal histories reflect the previous and current year. Joseph Baier has no known criminal record. Scott Nelson has no known criminal record. Laura Hansen has no known criminal record. Julie Haywood has no known criminal record. Scott Schierman, who serves as the General Manager, has no known criminal record.

Premises:

JBB Properties, LLC is the owner of the property. All payments are current.

Record of Service Calls:

There were 61 Public Safety/Police contacts with Pizza Luce VII, Inc. from October 2024 through September 2025. This compares with 37 contacts for the previous year. A breakdown of these contacts is shown below.

Violations:

There are no violations for the sale of alcohol to underage youth at Pizza Luce VII, Inc.

Routine Information:

On-Sale Intoxicating and Sunday Liquor licenses require owners of these establishments to comply with Resolution No. 9511, which outlines the discipline they can expect if any ongoing problems occur. A copy of this resolution has been given to the owners of the establishment.

There are no distance requirements to notify neighbors of the issuance or renewal of On-Sale Intoxicating and Sunday Liquor licenses, with outside seating and the optional 2 a.m. closing.

**PUBLIC SAFETY CONTACTS
October 2024 through September 2025**

	2024	2025
Criminal Contacts	24	30
Incidents (see bottom of page for specifics)	12	9
Alarm	0	0
Traffic	12	21
Misc. Non-Criminal	13	31
Assists	0	3
Inspections/Licensing	0	1
Medical/Fire	3	4
Miscellaneous	10	23
TOTAL CONTACTS	37	61

The criminal contacts from October 2024 through September 2025 were: 20 traffic stops, 1 disturbance, 2 intoxicated persons, 1 fraud, 2 crash/hit and run, 1 drug complaint, 1 assault, 1 threats of violence, and 1 theft.



**SUMMARY OF BACKGROUND INVESTIGATION REPORT
FOR FRED BABCOCK V.F.W. POST NO. 5555
2026 License Renewal**



Officers:

William McGee- Commander
Jeffrey Husaby – General Manager

Richard Storlie – Quarter Master

Criminal History:

The following criminal histories reflect the previous and current year. William McGee has no known criminal record. Richard Storlie has no known criminal record. Jeffrey Husaby, who serves as the General Manager, has no known criminal record.

Premises:

Gramercy Park Cooperative at Lake Shore Drive is the owner of the property. All payments are current.

Record of Service Calls:

There were twenty-three Public Safety/Police contacts with Fred Babcock VFW 5555 from October 2024 through September 2025. This compares with zero contacts for the previous year. A breakdown of these contacts is shown below.

Violations:

The most recent violation for the sale of alcohol to underage youth at Fred Babcock VFW 5555 was September 22, 2025.

Routine Information:

Club On-Sale Intoxicating and Sunday Liquor licenses require owners of these establishments to comply with Resolution No. 9511, which outlines the discipline they can expect if any ongoing problems occur. A copy of this resolution has been given to the owners of the establishment.

There are no distance requirements to notify neighbors of the issuance or renewal of Club On-Sale and Sunday Liquor licenses.

**PUBLIC SAFETY CONTACTS
October 2024 through September 2025**

		2024	2025
Criminal Contacts		0	10
	Incidents (see bottom of page for specifics)	0	5
	Alarm	0	1
	Traffic	0	4
Misc. Non-Criminal		0	13
	Assists	0	0
	Inspections/Licensing	0	1
	Medical/Fire	0	1
	Miscellaneous	0	11
TOTAL CONTACTS		0	23

The criminal contacts from October 2024 through September 2025 were: 4 suspicious activity, 2 crash/hit and run, 1 alarm, and 3 trespassing.



**SUMMARY OF BACKGROUND INVESTIGATION
FOR DAVANNI'S, INC.
d/b/a DAVANNI'S PIZZA AND HOT HOAGIES
2026 License Renewal**



Officers:

Robert Stupka - Owner/President	Gladstone Stenson - Owner/CEO
Kristina Silva – Owner	Katherine Stenson Elmer - Owner
Douglas Martin - General Manager	

Criminal History:

The following criminal histories reflect the previous and current year. Robert Stupka has no known criminal record. Gladstone Stenson has no known criminal record. Kristina Silva has no known criminal record. Katherine Stenson Elmer has no known criminal record. Douglas Martin, who serves as the General Manager, has no known criminal record.

Premises:

Rich D, LLC is the owner of the property. All payments are current.

Record of Service Calls:

There were seven Public Safety/Police contacts with Davanni's from October 2024 through September 2025. This compares with two for the previous year. A breakdown of these contacts is shown below.

Violations:

The most recent violation for the sale of alcohol to underage youth at Davanni's Pizza and Hot Hoagies was November 14, 2024.

Routine Information:

On-Sale Wine and 3.2 Percent Malt Liquor licenses require owners of these establishments to comply with Resolution No. 9511, which outlines the discipline they can expect if any ongoing problems occur. A copy of this resolution has been given to the owner of the establishment.

There are no distance requirements to notify neighbors of the issuance or renewal of On-Sale Wine and 3.2 Percent Malt Liquor licenses.

**PUBLIC SAFETY CONTACTS
October 2024 through September 2025**

	2024	2025
Criminal Contacts	1	3
Incidents (see bottom of page for specifics)	1	1
Alarm	0	0
Traffic	0	2
Misc. Non-Criminal	1	4
Assists	0	0
Inspections/Licensing	0	2
Medical/Fire	0	0
Miscellaneous	1	2
TOTAL CONTACTS	2	7

The criminal contacts from October 2024 through September 2025 were: 2 traffic incidents and 1 suspicious activity.



**SUMMARY OF BACKGROUND INVESTIGATION
FOR MC RICHFIELD, LLC
d/b/a DRAGON POT
2026 License Renewal**



Officers:

Sheng Zheng - Owner/President

Criminal History:

The following criminal histories reflect the previous and current year. Sheng Zheng has no known criminal record.

Premises:

Richfield Shoppes, LLC is the owner of the property. All payments are current.

Record of Service Calls:

There were six Public Safety/Police contacts with Dragon Pot from October 2024 through September 2025. Being established in January 2025, there are no previous contacts. A breakdown of these contacts is shown below.

Violations:

There are no violations for the sale of alcohol to underage youth at Dragon Pot.

Routine Information:

On-Sale Wine and 3.2 Percent Malt Liquor licenses require owners of these establishments to comply with Resolution No. 9511, which outlines the discipline they can expect if any ongoing problems occur. A copy of this resolution has been given to the owner of the establishment.

There are no distance requirements to notify neighbors of the issuance or renewal of On-Sale Wine and 3.2 Percent Malt Liquor licenses.

**PUBLIC SAFETY CONTACTS
October 2024 through September 2025**

		2024	2025
Criminal Contacts		0	4
	Incidents (see bottom of page for specifics)	0	1
	Alarm	0	3
	Traffic	0	0
Misc. Non-Criminal		0	2
	Assists	0	1
	Inspections/Licensing	0	1
	Medical/Fire	0	0
	Miscellaneous	0	0
TOTAL CONTACTS		0	6

The criminal contacts from October 2024 through September 2025 were: 1 Suspicious activity and 3 Commercial alarms.



**SUMMARY OF BACKGROUND INVESTIGATION REPORT
FOR JOY'S PATTAYA THAI RESTAURANT, LLC
d/b/a JOY'S PATTAYA THAI RESTAURANT
2025 License Renewal**



Officers:

Dale & Joy Mueller- Owners

Criminal History:

The following criminal histories reflect the previous and current year. Dale Mueller has no known criminal record. Joy Mueller, who also serves as the General Manager, has no known criminal record.

Premises:

JSB Corporation is the owner of the property. All payments are current.

Record of Service Calls:

There were five Public Safety/Police contact with Joy's Pattaya Thai Restaurant from October 2024 through September 2025. This compares with three contacts for the previous year. A breakdown of these contacts is shown below.

Violations:

The most recent violation for the sale of alcohol to underage youth at Joy's Pattaya Thai Restaurant was November 14, 2024.

Routine Information:

On-Sale Wine and 3.2 Percent Malt Liquor licenses require owners of these establishments to comply with Resolution No. 9511, which outlines the discipline they can expect if any ongoing problems occur. A copy of this resolution has been given to the owners of the establishment.

There are no distance requirements to notify neighbors of the issuance or renewal of On-Sale Wine and 3.2 Percent Malt Liquor licenses.

**PUBLIC SAFETY CONTACTS
October 2024 through September 2025**

		2024	2025
Criminal Contacts		1	2
	Incidents (see bottom of page for specifics)	0	2
	Alarm	0	0
	Traffic	1	0
Misc. Non-Criminal		2	3
	Assists	0	0
	Inspections/Licensing	1	3
	Medical/Fire	1	0
	Miscellaneous	0	0
TOTAL CONTACTS		3	5

The criminal contacts from October 2024 through September 2025 were: 2 disturbances.



**SUMMARY OF BACKGROUND INVESTIGATION REPORT
FOR K CHIMAC
2026 License Renewal**



Officers:

Hye Young Shin- Owner

Criminal History:

The following criminal histories reflect the previous and current year. Hye Young Shin has no known criminal record. Hye Young Shin is also the General Manager.

Premises:

Ben Ganje is the owner of the property. All payments are current.

Record of Service Calls:

There was 1 Public Safety/Police contact with K ChiMac from October 2024 through September 2025. They were established in May 2025 so no prior contacts.

Violations:

The most recent violation for the sale of alcohol to underage youth at K Chi Mac was September 22, 2025.

Routine Information:

On-Sale Intoxicating and Sunday Liquor licenses require owners of these establishments to comply with Resolution No. 9511, which outlines the discipline they can expect if any ongoing problems occur. A copy of this resolution has been given to the owners of the establishment.

There are no distance requirements to notify neighbors of the issuance or renewal of On-Sale Intoxicating and Sunday Liquor licenses.

**PUBLIC SAFETY CONTACTS
October 2024 through September 2025**

	2024	2025
Criminal Contacts	0	0
Incidents (see bottom of page for specifics)	0	0
Alarm	0	0
Traffic	0	0
Misc. Non-Criminal	0	1
Assists	0	0
Inspections/Licensing	0	1
Medical/Fire	0	0
Miscellaneous	0	0
TOTAL CONTACTS	0	1

The criminal contacts from October 2024 through September 2025 were: 0



**SUMMARY OF BACKGROUND INVESTIGATION REPORT
FOR KATAKI
2026 License Renewal**



Officers:

Wenjing Liu – Owner/Manager

Criminal History:

The following criminal histories reflect the previous and current year. Wenjing Liu has no known criminal record.

Premises:

Thuy Nguyen is the owner of the property. All payments are current.

Record of Service Calls:

There were six Public Safety/Police contacts with Kataki from October 2024 through September 2025. This compares with four contacts for the previous year. A breakdown of these contacts is shown below.

Violations:

There have been no violations for the sale of alcohol to underage youth at Kataki.

Routine Information:

On-Sale Wine and 3.2 Percent Malt Liquor licenses require owners of these establishments to comply with Resolution No. 9511, which outlines the discipline they can expect if any ongoing problems occur. A copy of this resolution has been given to the owners of the establishment.

There are no distance requirements to notify neighbors of the issuance or renewal of On-Sale Wine and 3.2 Percent Malt Liquor licenses.

**PUBLIC SAFETY CONTACTS
October 2024 through September 2025**

		2024	2025
Criminal Contacts		3	3
	Incidents (see bottom of page for specifics)	2	2
	Alarm	1	1
	Traffic	0	0
Misc. Non-Criminal		1	3
	Assists	0	0
	Inspections/Licensing	0	1
	Medical/Fire	0	0
	Miscellaneous	1	2
TOTAL CONTACTS		4	6

The criminal contacts from October 2024 through September 2025 were: 1 alarm, 1 suspicious activity, and 1 theft.



**SUMMARY OF BACKGROUND INVESTIGATION
FOR MY BURGER OPERATIONS, LLC
d/b/a MY BURGER
2026 License Renewal**



Officers:

John Abdo – President

Paul Abdo - Vice President

Criminal Histories:

The following criminal histories reflect the previous and current year. John Abdo, who also serves as the General Manager, has no known criminal record. Paul Abdo has no known criminal record.

Premises:

Lyndale Station, LLC is the owner of the property. All payments are current.

Record of Service Calls:

There were nine Public Safety/Police contacts with My Burger from October 2024 through September 2025. This compares with zero contacts for the previous year. A breakdown of these contacts is shown below.

Violations:

The most recent violation for the sale of alcohol to underage youth at My Burger was November 14, 2024.

Routine Information:

On-Sale Wine and 3.2 Percent Malt Liquor licenses require owners of these establishments to comply with Resolution No. 9511, which outlines the discipline they can expect if any ongoing problems occur. A copy of this resolution has been given to the owners of the establishment.

There are no distance requirements to notify neighbors of the issuance or renewal of On-Sale Wine and 3.2 Percent Malt Liquor licenses.

**PUBLIC SAFETY CONTACTS
October 2024 through September 2025**

	2024	2025
Criminal Contacts	0	6
Incidents (see bottom of page for specifics)	0	2
Alarm	0	2
Traffic	0	2
Misc. Non-Criminal	0	2
Assists	0	0
Inspections/Licensing	0	1
Medical/Fire	0	0
Miscellaneous	0	1
TOTAL CONTACTS	0	8

The criminal contacts from October 2024 through September 2025 were: 2 traffic stops, 2 alarms, and 2 suspicious activity.



**SUMMARY OF BACKGROUND INVESTIGATION REPORT
FOR PATRICK'S FRENCH BAKERY, INC.
d/b/a PATRICK'S BAKERY & CAFE
2026 License Renewal**



Officers:

Patrick Bernet - Owner

Criminal History:

The following criminal histories reflect the previous and current year. Patrick Bernet, who also serves as the General Manager, has no known criminal record.

Premises:

DRFC Southdale Square, LLC is the owner of the property. All payments are current.

Record of Service Calls:

There were 5 Public Safety/Police contacts with Patrick's Bakery & Cafe from October 2024 through September 2025. This compares with eleven contacts for the previous year. A breakdown of these contacts is shown below.

Violations:

The most recent violation for the sale of alcohol to underage youth at Patrick's Bakery & Cafe was September 17, 2025.

Routine Information:

On-Sale Wine and 3.2 Percent Malt Liquor licenses require owners of these establishments to comply with Resolution No. 9511, which outlines the discipline they can expect if any ongoing problems occur. A copy of this resolution has been given to the owners of the establishment.

There are no distance requirements to notify neighbors of the issuance or renewal of On-Sale Wine and 3.2 Percent Malt Liquor licenses.

**PUBLIC SAFETY CONTACTS
October 2024 through September 2025**

	2024	2025
Criminal Contacts	4	2
Incidents (see bottom of page for specifics)	4	1
Alarm	0	0
Traffic	0	1
Misc. Non-Criminal	7	3
Assists	0	1
Inspections/Licensing	2	1
Medical/Fire	0	0
Miscellaneous	5	1
TOTAL CONTACTS	11	5

The criminal contacts from October 2024 through September 2025 were: 1 crash and 1 suspicious activity.



**SUMMARY OF BACKGROUND INVESTIGATION
FOR MOS EISLEY CANTINA, LLC
d/b/a SANDY'S TAVERN
2026 License Renewal**



Officers:

Jahn Brink—Owner

Christopher Pejmon - Owner

Criminal Histories:

The following criminal histories reflect the previous and current year. Jahn Brink has no known criminal record. Christopher Pejmon has no known criminal record.

Premises:

The applicant has provided a copy of the rental agreement showing Arbor Sandy's Properties, LLC, holding financial interest as lessor of the property.

Record of Service Calls:

There were six Public Safety/Police contact with Sandy's Tavern from October 2024 through September 2025. This compares with one contact for the previous year. A breakdown of these contacts is shown below.

Violations:

There have been no violations for the sale of alcohol to underage youth at Sandy's Tavern.

Routine Information:

On Sale Wine and 3.2 Percent Malt liquor licenses require owners of these establishments to comply with Resolution No. 9511, which outlines the discipline they can expect if any ongoing problems occur. A copy of this resolution has been given to the owners of the establishment.

There are no distance requirements to notify neighbors of the issuance or renewal of On Sale Wine and 3.2 Percent Malt Liquor licenses.

**PUBLIC SAFETY CONTACTS
October 2024 through September 2025**

		2024	2025
Criminal Contacts		1	4
	Incidents (see bottom of page for specifics)	0	1
	Alarm	0	1
	Traffic	1	2
Misc. Non-Criminal		0	2
	Assists	0	1
	Inspections/Licensing	0	1
	Medical/Fire	0	0
	Miscellaneous	0	0
TOTAL CONTACTS		1	6

The criminal contacts from October 2024 through September 2025 were: 1 traffic stop, 1 crash/hit and run, 1 alarm, and 1 burglary.



Report Prepared By:
Jay Henthorne, Police Chief

Department Director:
Jay Henthorne, Police Chief

Item for Consideration:
Consider the adoption of a resolution authorizing Richfield Public Safety/Police Department to accept donations from the listed agencies, businesses and private individuals for designated uses.

EXECUTIVE SUMMARY

Throughout the year, donations are received from various agencies, businesses and private individuals to be used for special events or programs sponsored by the Police Department. The donations are for community engagement events and are solicited by the Department. This resolution authorizes the acceptance of \$40,699.00 in donations.

RECOMMENDED ACTION

By Motion: Adopt a resolution authorizing Richfield Public Safety/Police Department to accept donations from the listed agencies, businesses and private individuals for designated uses.

HISTORICAL CONTEXT

The Department of Public Safety/Police holds several annual events that require outside funding to occur. Staff members solicit donations from business and/or individuals to support these programs.

EQUITABLE OR STRATEGIC CONSIDERATIONS OR IMPACTS

Many of the community events that are funded by donations are organized and planned with a focus on underserved and historically excluded populations.

POLICIES (RESOLUTIONS, ORDINANCES, REGULATIONS, STATUTES, ETC.)

CRITICAL TIMING ISSUES

Donations have been received and applied to the designated areas as indicated by the donors.

FINANCIAL IMPACT

- Financial donations have been deposited in the funds supporting the designated programs.
- All of the donations listed below were given without obligation to provide any additional matching funds:

Community Engagement:

DONOR	AMOUNT
Best Buy	\$750.00
Gordon Vizecky	\$40.00
ALA Unit 435	\$100.00
Nancy Guelich	\$100.00

JCPP Community Engagement:

DONOR	AMOUNT
Richfield Bloomington Honda	\$1,500.00
Target (gift cards)	\$850.00
Medica	\$1,000.00
Alzheimer's Association	\$50.00
Minnesota Mental Health Community	\$50.00
Target (gift cards)	\$2,000.00
Hope Church	\$1,500.00
Centro Tyrone Guzman	\$50.00
Canes (Kids meal certificates)	\$12,000.00
Three Rivers Park District (Skyline Donation)	\$540.00
United Way Filled (587) backpacks	\$15,000.00
Dairy Queen Lyndale (400 Dilly Bars)	\$500.00
Hennepin County Outreach (Donated Space for Children's Day)	\$275.00
Hennepin County Outreach (Supplies for Children's day)	\$494.00
Frito Lay - Chips for Children's Day	\$300.00
Fairview (60 Helmets for active outdoor)	\$2,100.00
Home Depot (Workshop) Unity	\$1,500.00

LEGAL CONSIDERATIONS

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

ALTERNATIVE RECOMMENDATION(S)

Council could disapprove the acceptance of the donations for the events and the monetary donations would have to be returned to the issuing agency/business/individual.

ATTACHMENTS

1. 2025 Resolution for Donations

RESOLUTION NO.

RESOLUTION AUTHORIZING RICHFIELD PUBLIC SAFETY/POLICE DEPARTMENT TO ACCEPT DONATIONS FROM THE LISTED AGENCIES, BUSINESSES AND PRIVATE INDIVIDUALS FOR DESIGNATED USES

WHEREAS, the Department of Public Safety/Police Division, through its Director, received checks from the following for Community Engagement

Community Engagement:

DONOR	AMOUNT
Best Buy	\$750.00
Gordon Vizecky	\$40.00
ALA Unit 435	\$100.00
Nancy Guelich	\$100.00

JCPP Community Engagement:

DONOR	AMOUNT
Richfield Bloomington Honda	\$1,500.00
Target (gift cards)	\$850.00
Medica	\$1,000.00
Alzheimer's Association	\$50.00
Minnesota Mental Health Community	\$50.00
Target (gift cards)	\$2,000.00
Hope Church	\$1,500.00
Centro Tyrone Guzman	\$50.00
Canes (Kids meal certificates)	\$12,000.00
Three Rivers Park District (Skyline Donation)	\$540.00
United Way Filled (587) backpacks	\$15,000.00
Dairy Queen Lyndale (400 Dilly Bars)	\$500.00
Hennepin County Outreach (Donated Space for Children's Day)	\$275.00
Hennepin County Outreach (Supplies for Children's day)	\$494.00
Frito Lay - Chips for Children's Day	\$300.00
Fairview (60 Helmets for active outdoor)	\$2,100.00
Home Depot (Workshop) Unity	\$1,500.00

WHEREAS, Minnesota Statute requires every acceptance of a grant or devise of real or personal property on terms prescribed by the donor be made by resolution of more than two-thirds majority of the City Council; and,

WHEREAS, the donated funds will be used towards the designated events sponsored by Richfield Police.

NOW, THEREFORE, BE IT RESOLVED that the Director of Public Safety/Chief of Police will accept the donations to be placed in the accounts as specified.

Adopted by the City Council of the City of Richfield, Minnesota this 9th day of December, 2025.

Mary Supple, Mayor

ATTEST:

Michelle Friedrich, City Clerk



Report Prepared By:
John Evans, Analyst

Department Director:
Karl Huemiller, Recreation Director

Item for Consideration:

Consider the adoption of a resolution accepting grants and donations received by the Richfield Recreation Services in 2025 and authorizing staff to administer the funds in accordance with any applicable grant agreements and terms prescribed by donors.

EXECUTIVE SUMMARY

Throughout the year, grants and donations are received from various agencies, businesses and private individuals to be used for special events or programs sponsored by the Recreation Services Department. These monies require acceptance by the City Council. The Department received the following grants and donations in 2025:

DATE	DONOR	PURPOSE	AMOUNT
Jan-Oct 25	Richfield Liquor Store Round-Up	Recreation Scholarship Fund	\$2,892.66
Jan-Nov 25	Hunger Solutions/Food Group	Farmers Market-Market Bucks	\$10,362.00
June 25	Hunger Solutions/Food Group	Farmers Market-Market Bucks	\$4,500.00
June 25	Hennepin County	Youth Sports Grant-Ice Skating Equipment	\$10,000.00
Feb 25	Richfield Tourism Promotion Board	Farmers Market: Special Programs	\$2,500.00
Feb 25	Richfield Tourism Promotion Board	Entertainment in the Parks	\$2,500.00
May 25	MN Department of Agriculture	Community Gardens	\$75,000.00
Dec 25	Carl Sandberg Estate	Wood Lake Nature Center	\$150,000.00

RECOMMENDED ACTION

By Motion: Adopt a resolution accepting grants and donations received by the Richfield Recreation Services Department in 2025 and authorize staff to administer the funds in accordance with any applicable grant agreements and terms prescribed by donors.

HISTORICAL CONTEXT

Provided in the Executive Summary.

EQUITABLE OR STRATEGIC CONSIDERATIONS OR IMPACTS

Impact: These various sources of funding allow for us to pursue the development of programs that address hunger and financial inequity, particularly the Farmers Market programs and the recreation scholarship fund. Other projects funded from these sources enable us to provide programs and facilities that are open and accessible to all people, which is a priority for all Recreation Services initiatives.

People: The Recreation Services Department has an ongoing commitment to provide

programs and facilities that are accessible and inviting to all people, regardless of ethnicity, gender identification, or economic status. Any funding received to continue these programs and facilities enables us to continue that commitment.

Consequences: The Recreation Services Department has been proactive about creating a welcoming environment for all people and has seen diverse participation at these programs and events. Staff realizes that these programs and facilities are made possible by all of Richfield residents and strives to take steps to make sure that our participants reflect that diversity and individuality.

POLICIES (RESOLUTIONS, ORDINANCES, REGULATIONS, STATUTES, ETC.)

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

CRITICAL TIMING ISSUES

Donations have been received and need to be applied to the designated areas as indicated by the donors.

FINANCIAL IMPACT

- Financial donations have been deposited in the funds supporting the designated programs.
- All of the donations listed above were given without obligation to provide any additional matching funds.

LEGAL CONSIDERATIONS

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

ALTERNATIVE RECOMMENDATION(S)

Council could disapprove the acceptance of the donations for the events and the monetary donations would have to be returned to the issuing agency/business/individual.

ATTACHMENTS

1. 2025-12-9 Recreation Grant Acceptance

RESOLUTION NO.

RESOLUTION AUTHORIZING ACCEPTANCE OF GRANTS RECEIVED BY THE CITY OF RICHFIELD-RECREATION SERVICES DEPARTMENT AND TO AUTHORIZE THE CITY TO ADMINISTER THE FUNDS IN ACCORDANCE WITH GRANT AGREEMENTS AND TERMS PRESCRIBED BY DONORS

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 Recreation Services Department has received grants and donations as described below:

DATE	DONOR	PURPOSE	AMOUNT
Jan-Oct 25	Richfield Liquor Store Round-Up	Recreation Scholarship Fund	\$2,892.66
Jan-Nov 25	Hunger Solutions/Food Group	Market Bucks	\$10,362.00
June 25	Hunger Solutions/Food Group	Market Bucks	\$4,500.00
June 25	Hennepin County	Youth Sports Grant-Ice Skating Equipment	\$10,000.00
Feb 25	Richfield Tourism Promotion Board	Farmers Market: special programs	\$2,500.00
Feb 25	Richfield Tourism Promotion Board	Entertainment in the Parks	\$2,500.00
May 25	MN Department of Agriculture	Community Gardens	\$75,000.00
Dec 25	Carl Sandberg Estate	Wood Lake Nature Center	\$150,000.00

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

That the City Council of the City of Richfield hereby accepts the grants and donations as listed above, received in 2024, and authorizes the City to administer the funds in accordance with grant agreements and terms prescribed by donors.

Adopted by the City Council of the City of Richfield, Minnesota this 9th day of December, 2025.

Mary Supple, Mayor

ATTEST:

Michelle Friedrich, City Clerk



City Council Meeting 12/9/2025

Agenda Section: Resolutions

Agenda Item: 11.a.

Report Prepared By:

Steve McDaniel, Budget, Cash, and Debt Manager

Department Director:

Mary Bogie, Interim Finance Director

Item for Consideration:

Consider resolutions approving the 2025 Revised/2026 Proposed Budgets, Tax Levy and related resolutions.

EXECUTIVE SUMMARY

On September 23, 2025, the City Council approved and certified a preliminary tax levy of \$31,749,381 which included a levy for general fund operations of \$25,475,883, a debt service levy of \$3,946,030, an equipment and technology levy of \$1,682,308 and an Economic Development Agency levy of \$645,160. There are no proposed changes to the final levy. As proposed, the 2026 gross levy represents a 6.16% increase from the 2025 gross levy.

The proposed 2026 Housing and Redevelopment Authority (HRA) levy is a 3% increase to \$742,230. The combined gross levies represent a 6.08% increase over the 2025 combined gross levies.

The final tax levy of \$32,491,611 which includes both the City levy and the HRA levy must now be considered and approved by the City Council. Taxpayers have received individual parcel specific tax notices as part of the truth-in-taxation hearing process.

The City of Richfield held its 2025 truth-in-taxation hearing on November 25, 2025 at 6:30 p.m. At this meeting, staff presented and the Council discussed the proposed City budget.

While finalizing the City's 2026 budget book, the staff carefully reviewed every budget at fund level and department level. There are four changes made to the budget book since the August 12, 2025 work session. Please note that these changes have no impact on the general fund budget and the tax levy. Below are the changes to the budget book:

- During discussion on August 12, 2025, the City Council directed that the Public Works budget be increased by \$55,000. The increase will fund asphalt trail maintenance, stop sign replacement, warning sign replacement and forestry/tree planting. This increase was included in the proposed property tax levy that the City Council approved on September 23, 2025 and is now reflected in the budget book.
- Utility rates are proposed to increase by 7% for water, 2% for sewer, and 10% for storm. These utility rate increases are reflected in the budget book for these Enterprise Funds.
- The local sales tax revenue and debt service payments on the G.O. local sales

tax bonds are now included in the 2025 Revised and 2026 Proposed budget for the Debt Service Funds.

- As adopted during the November 25, 2025 City Council meeting, the budget book now includes the following for 2025 Revised: Ice Arena loans totaling \$472,170 will be paid off with a transfer from the Long-term Capital Reserve Fund. The Elections Fund is transferring \$1,800,000 to the Long-term Capital Reserve Fund and this amount is designated for future government building capital projects.

Included for your consideration are salary increases for non-represented employee pay plans. The proposed increases are a 3.00% increase for the General Services and the Specialized pay plans. The increases will be effective the first pay period of January 2026. This change will be reflected in the paycheck issued on January 16.

RECOMMENDED ACTION

By Motion: Adopt the resolutions approving the 2025 Revised/2026 Proposed budgets, tax levy and related resolutions.

HISTORICAL CONTEXT

N/A

EQUITABLE OR STRATEGIC CONSIDERATIONS OR IMPACTS

Ultimately, budgets reflect the City's priorities: The recommended 2025 Revised/2026 Proposed budgets fund many initiatives that advance the priorities and desired outcomes in the 2023-2026 Strategic Plan, including equity priorities.

POLICIES (RESOLUTIONS, ORDINANCES, REGULATIONS, STATUTES, ETC.)

A revised 2025 budget and final 2026 budget and tax levy must be adopted on or before December 29, 2025. Cities have twelve working days after December 9 or no later than December 29 to prepare all the documentation necessary to certify a final levy to the County Auditor and State Department of Revenue.

CRITICAL TIMING ISSUES

Revised 2025 budgets and final 2026 budgets and tax levy must be adopted on or before December 29, 2025 so that the levy can be certified to the County on time.

FINANCIAL IMPACT

The proposed gross tax levy for 2026 is \$31,749,381, which includes levies for general fund operations, debt service, the Richfield EDA, and equipment and technology levy. The gross tax levy for 2026 reflects a 6.16% increase from the previous year's gross levy.

The proposed 2026 Housing and Redevelopment Authority (HRA) levy is a 3% increase to \$742,230. The combined gross levies, \$32,491,611 represent a 6.08% increase over the 2025 combined gross levies.

The City's tax capacity rate is anticipated to increase from 54.57% in 2025 to 55.81% in 2026.

A 3.00% wage increase for the General Services and Specialized pay plan employees effective January 2026.

LEGAL CONSIDERATIONS

A truth-in-taxation public hearing for the 2026 proposed budget and tax levy was held on November 25, 2025 at 6:30 p.m.

ALTERNATIVE RECOMMENDATION(S)

The City Council could adopt a final 2026 budget and tax levy in any amount, which does not exceed the levy of \$32,491,611 but would also need to identify corresponding cuts to expenditures.

ATTACHMENTS

- 1. 2025 Budget Revision
- 2. Budget & Tax Levy Resolution 2026
- 3. 2026 On Call Rates
- 4. 2026 Utility Rates Resolution
- 5. 2026 CIP Budget
- 6. 2027-2030 CIP Resolution
- 7. 2026 General Pay Plan Resolution-Final
- 8. 2026 Specialized Pay Plan Resolution
- 9. 2026 Specialized Pay Plan Resolution - final

RESOLUTION NO. XXXXX

RESOLUTION AUTHORIZING REVISION OF 2025 BUDGET OF VARIOUS DEPARTMENTS

WHEREAS, Resolution No. XXXXX appropriated funds for personal services, other expenses and capital outlays for each department of the City for the year of 2025; and

WHEREAS, The City Charter, Chapter 7, Section 7.09, gives the Council authority to transfer unencumbered appropriation balances from one department to another within the same fund at the request of the City Manager; and

WHEREAS, The City Manager has requested a revision of the 2025 budget appropriations in accordance with Charter provisions and as detailed in the Proposed 2026 budget document.

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

- 1. That the 2025 appropriations for each department of the General Fund be amended to establish the following totals:

General Fund

Legislative/Executive	1,300,946
Administrative Services	1,357,601
Finance	495,832
Public Safety	12,586,184
Fire Services	6,333,130
Community Development	1,806,325
Public Works	5,301,140
Recreation Services	2,474,590
Transfers Out	352,250
Fund Balance Reserve	778,500
TOTAL GENERAL FUND	\$ 32,786,498
INCREASE	\$ 56,538

- 2. Estimated 2025 gross revenue of the City of Richfield from all sources, as the same are more fully detailed in the City Manager’s official copy of the proposed 2026 budget, are hereby revised as follows:

INCREASE \$56,538

- 3. That the City Manager and the Finance Director bring into effect the provisions of this resolution.

Adopted by the City Council of the City of Richfield, Minnesota this 9th day of December 2025.

Mary Supple, Mayor

ATTEST:

Michelle Friedrich, City Clerk

**RESOLUTION NO. XXXXX
RESOLUTION ADOPTING A BUDGET AND TAX LEVY
FOR THE YEAR 2026**

WHEREAS, the Minnesota Truth in Taxation law provides for a proposed tax levy to be certified to the County Auditor by September 30, 2025 and then recertified before December 29, 2025.

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

1. The budget for the City of Richfield for the year 2026 is hereby approved and adopted with appropriations for each of the departments to be as follows:

General Fund

Legislative/Executive	1,360,777
Administrative Services	1,427,977
Finance	701,628
Public Safety	13,642,788
Fire Services	6,641,729
Community Development	1,916,110
Public Works	5,949,340
Recreation Services	2,561,200
0.44% related to PFML	115,000
Transfers Out	372,250
Fund Balance Reserve	445,316
TOTAL GENERAL FUND	<u><u>\$ 35,134,115</u></u>

2. The estimated gross revenue of the City of Richfield from all sources, including general ad valorem tax levies as hereinafter set forth for the year 2026 which are more fully detailed in the City Manager’s official copy of the 2026 budget, are hereby found and determined to be as follows:

TOTAL GENERAL FUND \$35,134,115

3. There is hereby levied upon all taxable property in the City of Richfield a direct ad valorem tax in the year 2025, payable in 2026 for the following purposes and in the following amounts:

<u>PURPOSE</u>	<u>AMOUNT</u>
General Fund ¹	\$25,475,883 ²
Equipment	1,682,308
Economic Development Authority	645,160
Debt Service	3,946,030

¹ Provision has been made in the General Fund for the payment of the City's contributory share to Public Employees' Retirement Association.

² General Fund Levy includes all fiscal disparities distribution amounts.

4. The debt service tax levy as established in the bond documents for the G.O. Special Assessment Bonds, Series 2013A shall be \$149,730.
5. The debt service tax levy as established in the bond documents for the G.O. Street Reconstruction Bonds, Series 2015A will be reduced from \$631,056.57 to \$279,582 due to the utilization of gas and electric franchise fees.
6. The debt service tax levy as established in the bond documents for the G.O. Special Assessment Bonds, Series 2016B shall be \$530,750.
7. The debt service tax levy as established in the bond documents for the G.O. Bonds, Series 2016C shall be \$697,313.
8. The debt service tax levy as established in the bond documents for the G.O. Bonds, 2017A shall be \$588,500.
9. The debt services tax levy as established in the bond documents for the G.O. Bonds, 2017B shall be \$339,675.
10. The debt service tax levy as established in the bond documents for the G.O. Street Reconstruction Bonds, Series 2018A will be reduced from \$700,061.25 to \$284,025 due to the utilization of gas and electric franchise fees.
11. The debt service tax levy as established in the bond documents for the G.O. Bonds, Series 2019A shall be \$356,700.
12. The debt service tax levy as established in the bond documents for the G.O. Bonds, Series 2020A shall be \$187,570.
13. The debt service tax levy as established in the bond documents for the G.O. Bonds, Series 2020B shall be \$126,985.
14. The debt service tax levy as established in the bond documents for the G.O. Bonds, Series 2022A shall be \$405,200.
15. The budget for the Housing and Redevelopment Authority of Richfield for the year 2026 is hereby ratified and approved. There is hereby levied upon all taxable property in the City of Richfield a direct ad valorem tax in the year 2025, payable in 2026 for the following purposes:

<u>PURPOSE</u>	<u>AMOUNT</u>
Housing and Redevelopment Authority	\$742,230

16. A certified copy of this resolution shall be transmitted to the County Auditor.

Adopted by the City Council of the City of Richfield, Minnesota this 9th day of December 2025.

Mary Supple, Mayor

ATTEST:

Michelle Friedrich, City Clerk

RESOLUTION NO.

RESOLUTION ESTABLISHING PUBLIC WORKS ON-CALL COMPENSATION RATES FOR 2026

WHEREAS, the City Council has determined to provide the Public Works Deputy Director, Utility Superintendent, Assistant Utility Superintendent, and Operations and Utility Supervisors compensation for being on-call for possible Public Works emergencies; and

WHEREAS, the good judgment of a Public Works management professional is needed to provide quality response to Public Works emergencies such as water main breaks, street light knock downs, and sewer main backups; and

WHEREAS, the City Council finds it necessary to establish a policy to provide such employees with on-call compensation.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Richfield hereby adopts the following On-call Compensation Rates for the stated employees:

The Public Works Deputy Director, Utility Superintendent, Assistant Utility Superintendent, and Operations and Utility Supervisors who remain on-call by carrying the emergency cell phone (or similar device) for a period of at least one week will be compensated at a rate of \$120 a month in 2026.

Adopted by the City Council of the City of Richfield, Minnesota this 9th day of December, 2025.

Mary B. Supple, Mayor

ATTEST:

Michelle Friedrich, City Clerk

RESOLUTION NO.

RESOLUTION ESTABLISHING WASTEWATER SERVICE RATES AND CHARGES, WATER RATES AND CHARGES, SPECIAL WATER SERVICE CHARGES, STORM SEWER RATES AND CHARGES, STREET LIGHT RATES AND CHARGES, AND 6.5% PENALTY ON PAST DUE ACCOUNTS

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

SANITARY SEWER SERVICE RATES AND CHARGES FOR 2026

1. Pursuant to the provisions of Section 705.0 of the Ordinance Code of the City of Richfield, the rates and charges for use and service of the sanitary sewer system are hereby established to be those set forth in the following paragraphs of this resolution:
2. Where the rate is not based upon the metered use of water, the following quarterly flat charges are established effective January 1, 2026 for each billing district as defined in paragraph 3 of this resolution.

A)	Residential per unit	<u>2026</u> \$131.02
B)	Commercial -	
	For the equivalent of 10 or less persons	\$131.02
	More than 10, less than 15	\$238.64
	More than 15, less than 20	\$334.27
	More than 20, less than 26	\$446.08
C)	Institutional -	
	For each public or private school, the quarterly flat charge shall be charged whether the school is in session or not (rates being charged upon average yearly use); shall be based upon the number of students enrolled at the beginning of the quarterly billing period or the preceding period if school is not then in session; and shall be as follows:	
	For each 100 grade school students or fraction in excess thereof	\$137.19
	For each 100 junior high school students or high School students or fraction thereof	\$201.56
D)	In addition to the above flat rates there shall be a customer Charge on each invoice as determined in paragraph 4 of this resolution and a certification charge as determined in Section 705.0 of the City Ordinance Code.	

3. Where the rate for sanitary sewer service is based upon the metered use of water on the premises, such rates shall be as follows:

- | | <u>2026</u> |
|--|-------------|
| A) For all residential premises the rate shall be based on the actual use, or less of water for the preceding winter quarter, per thousand gallons with a minimum of 7,000 gallons, effective January 1, 2026, for each customer billing district and shall be as follows: | \$6.53 |
| <p>For the purpose of this paragraph A), the winter quarter shall be the winter quarter as specified in Subdivision 3 of said Section 705.0.</p> | |
| B) For all commercial, institutional, industrial, and other premises, the rate per thousand gallons of water effective January 1, 2026, shall be as follows: | \$6.53 |
| C) A customer charge shall be made for each invoice rendered effective January 1, 2026, as follows: | \$10.00 |
| <p>If the invoice is for water service, as well as sanitary sewer service, the customer charge, when collected, shall be allocated proportionally between the City's water fund, sewer fund, and its storm sewer fund based on the user fees billed for by each fund.</p> | |
| D) Where the metered use of water on the premises for the preceding winter quarter was not normal, the rate may be adjusted as provided in Subdivision 3 of said Section 705.0 | |

4. The foregoing rates and charges are in addition to, and not in lieu of, other rates and charges established by ordinance or resolution.

5. The Metropolitan Airports Commission (MAC) will be charged a sanitary sewer rate based on the Met Council Environmental Services (MCES) rate plus 15% for Inflow/Infiltration and \$1,000.00 per quarter for administration costs.

WATER RATES AND CHARGES FOR 2026

Pursuant to the provisions of Section 715.0 of the Ordinance Code of the City of Richfield, the rates and charges for City water and water service are hereby established to be those set forth in the following paragraphs of this resolution:

The charges due and payable to the City by each water customer of the City, during any quarter shall be based upon the Conservation Rate Structure.

Water-Tier 1: The first-tier rate is (\$5.54 per thousand) charged for consumption of the first 15,000 gallons.

Water-Tier 2: The second-tier rate is (\$6.66 per thousand) charged for consumption of 15,001 gallons but less or equal to 25,000 gallons.

Water-Tier 3: The third-tier rate is (\$8.00 per thousand) charged for consumption in excess of 25,001 gallons.

Irrigation Accounts: All consumption will be charged at the third-tier rate (\$8.00 per thousand).

The Conservation Rate Structure applies to multi-unit and residential premises. Commercial, institutional or industrial will only be subject to the first-tier water rates for domestic use, but irrigation accounts will be subject to the third-tier water rates.

Water charges shall be payable quarterly, and all bills issued after January 1, 2026 shall be at this rate.

SPECIAL WATER SERVICE CHARGES FOR 2026

Pursuant to the provisions of Section 715.0 of the Ordinance Code of the City of Richfield, the rates and charges for special customer services are hereby established to be those set forth in the following paragraphs of this resolution:

1. The charge for establishing a new customer account shall be \$15.00 per account.
2. The charge for installation of meters shall be \$75.00 per installation.
3. The charge to flush and maintain fire hydrants located on privately owned property within the City shall be \$75.00 per hydrant per year plus any required parts.
4. The charge to thaw and service water pipes on customer property shall be actual cost to the City plus thirty percent.
5. The charge for any other services not covered by the above shall be based on actual hourly cost to the City plus thirty percent.
6. The MN lab fee is \$15.22 annually per account, paid in quarterly increments.

STORM SEWER RATES AND CHARGES FOR 2026

Pursuant to the provisions of Section 720.0 of the Ordinance Code of the City of Richfield, the rates and charges for City storm sewer service are hereby established to be those set forth in the following paragraphs of this resolution:

1. The rates and charges for the use and availability of the system are determined through the use of a “Residential Equivalent Factor” (REF). One REF is defined as the ratio of the average volume of surface runoff coming from one acre of land and subjected to a particular use, to the average volume of runoff coming from one acre of land subjected to typical single-family residential use within the City during a standard one year rainfall event. The REF’s for the following land uses within the City and the billing classifications for such land uses are as follows:

<u>LAND USES</u>	<u>REF</u>	<u>CLASSIFICATION</u>
Cemeteries	.25	1
Parks and railroads	.75	2
Two-family residential	1.00	3
Single-family residential	1.00	4
Public and private schools and institutional uses	1.25	5
Multiple-family residential uses and churches	3.00	6
Commercial, industrial, and Warehouse uses	5.00	7

2. The basic system quarterly rate for storm sewer service is \$132.22 per acre of land. \$26.44 is the quarterly rate for a single-family residence, which is considered to have an acreage of one-fifth acre. The charge made against each parcel of land is then determined by multiplying the REF for the parcel’s land use classification times the parcel’s acreage times the basic system rate.

STREET LIGHT RATES AND CHARGES FOR 2026

Pursuant to the provisions of Minnesota State Statutes, Section 429.101 and Section 825 of the Ordinance Code of the City of Richfield, the rates and charges for City street light service are hereby established to be those set forth in the following paragraphs of this resolution:

1. The street light fee for residential single-family property is \$7.21 per quarter.
2. Rates for other land uses will be determined by land use types based on the following table:

STREET LIGHT LAND USES:

- COM All commercial properties, to include multifamily residents (apartments) and industrial parcels.
- RES All residentially coded parcels.
- PUB Public buildings, i.e. City Hall, City Garage, and Fire Stations
- CHURCH All Churches also to include cemeteries and activity buildings associated with a Church
- SCH All schools, to include private and public schools.
- PRK All parks owned by the City of Richfield, also to include Nature Centers and all “properties” located within city park parcels
- DPLX Addresses that split a residential lot, to include townhomes, 3-plexes, and 4-plexes

LAND USE CODE	MULTIPLIER	To Bill FACTOR
COM (acres>0.2)	5*	(5 x ACREAGE)
if acres≤0.2	----	1
RES	----	1
PUB (acres>0.2)	5	(5 x ACREAGE)
if acres ≤0.2	----	1
CHURCH (acres>0.2)	1.25**	(1.25 x ACREAGE)
if acres ≤0.8	----	1
if acres ≤0.2	----	1
SCH (acres>0.2)	1.25	(1.25 x ACREAGE)
if acres ≤0.8	----	1
if acres ≤0.2	----	1
PRK	1.25	(1.25 x ACREAGE)
DPLX	----	0.5

3. The multiplier of “5” is based on the definition that a residential lot is 1/5 of an acre; hence multiplying acreage by 5 produces the equivalent number of residential lots.
4. The multiplier of “1.25” is based on the definition that a residential lot is 1/5 of an acre and multiplying acreage by 5 produces the equivalent number of residential lots. However, the total area of each parcel is not proportional to the number of street lights in an equivalent residential area so the factor of 5 is reduced by 75%, producing 1.25.

6.5% PENALTY ON PAST DUE ACCOUNTS

1. Customers will have twenty-eight (28) days to pay their water, sanitary sewer, storm sewer, and street light quarterly bills from the date of the mailing by the City. Any unpaid amount will be added to the next quarterly bill along with a 6.5% penalty on the delinquent amount.

2. The penalty charge when billed on past due accounts shall be allocated proportionally between the City's water fund, sewer fund, and storm sewer fund based on the user fees billed for each fund.

Adopted by the City Council of the City of Richfield, Minnesota this 9th day of December, 2025.

Mary B. Supple, Mayor

ATTEST:

Michelle Friedrich, City Clerk

RESOLUTION NO. XXXXX

RESOLUTION ADOPTING THE 2026 CAPITAL IMPROVEMENT BUDGET

WHEREAS, a proposed Capital Improvement Budget for 2026 has been prepared and submitted for review by the City Council in accordance with charter requirements; and

WHEREAS, the City Council has received the recommendations and benefit of review of these proposed documents by the Planning Commission and has itself reviewed these proposals.

NOW, THEREFORE, BE IT RESOLVED that the 2026 Capital Improvement Budget in the sum total of \$21,976,136 is hereby approved as amended and adopted with full recognition of the fact that the cost estimates are approximate and are subject to final cost estimates and that all awards of contracts for these projects are subject to necessary hearings and must be approved by the City Council in accordance with established laws and practices governing such action, and

BE IT FURTHER RESOLVED that the City Manager is hereby authorized and directed to initiate the procedures which will lead to more formal and detailed consideration of these projects in accordance with the aforementioned laws and practices.

Adopted by the City Council of the City of Richfield, Minnesota this 9th day of December, 2025.

Mary Supple, Mayor

ATTEST:

Michelle Friedrich, City Clerk

RESOLUTION NO. XXXXX

RESOLUTION ADOPTING THE 2027-2030 CAPITAL IMPROVEMENT PROGRAM

WHEREAS, a proposed Capital Improvement Program 2027-2030 has been prepared for review by the Planning Commission in accordance with charter requirements; and

WHEREAS, the City Council has received the recommendations and benefit of review of these proposed documents by the Planning Commission and has itself reviewed these proposals.

NOW, THEREFORE, BE IT RESOLVED that the 2027-2030 Capital Improvement Program is hereby approved and adopted subject to annual review and revision;

BE IT FURTHER RESOLVED that the City Manager is hereby authorized and directed to initiate the procedures which will lead to more formal and detailed consideration of these projects in accordance with the aforementioned laws and practices.

Adopted by the City Council of the City of Richfield, Minnesota this 9th day of December, 2025.

Mary Supple, Mayor

ATTEST:

Michelle Friedrich, City Clerk

RESOLUTION NO.

**RESOLUTION RELATING TO THE 2026 GENERAL
PAY PLAN**

WHEREAS, the compensation personnel policy of the City of Richfield provides for the adoption of a pay plan for General employees from time-to-time; and

WHEREAS, the City administration has prepared a 2026 pay plan for position classifications for General employees.

WHEREAS, the City Council recognizes that adjustments to the pay plan may be necessary at times to address inequities or other issues due to external and internal factors,

BE IT FURTHER RESOLVED that the City Council authorizes the City Manager to make adjustments to the pay plan to: add or reclassify positions as necessary; make equity adjustments to individual positions when warranted; and, resolve other issues that may arise to aid in the fair and equitable implementation of the pay plan.

NOW, THEREFORE, BE IT RESOLVED that the City Council do and hereby does establish for the year 2026 the following pay plan, which is to be effective the first pay period of January 2026 with the majority of pay dates in 2026, and subject to all applicable provisions of the personnel policy and City Code:

Grade		Minimum	Midpoint								Maximum	
			2.75%	2.75%	2.75%	2.75%	2.75%	2.75%	2.75%	2.75%	2.75%	
		1	2	3	4	5	6	7	8	9	10	11
1	Annual	\$36,129.60	\$37,128.00	\$38,126.40	\$39,187.20	\$40,268.80	\$41,371.20	\$42,515.20	\$43,680.00	\$44,886.40	\$46,134.40	\$47,382.40
	Hourly	\$17.37	\$17.85	\$18.33	\$18.84	\$19.36	\$19.89	\$20.44	\$21.00	\$21.58	\$22.18	\$22.78
2	Annual	\$38,646.40	\$39,728.00	\$40,809.60	\$41,932.80	\$43,076.80	\$44,262.40	\$45,489.60	\$46,737.60	\$48,027.20	\$49,337.60	\$50,710.40
	Hourly	\$18.58	\$19.10	\$19.62	\$20.16	\$20.71	\$21.28	\$21.87	\$22.47	\$23.09	\$23.72	\$24.38
3	Annual	\$41,371.20	\$42,515.20	\$43,659.20	\$44,865.60	\$46,113.60	\$47,361.60	\$48,672.00	\$50,003.20	\$51,396.80	\$52,811.20	\$54,246.40
	Hourly	\$19.89	\$20.44	\$20.99	\$21.57	\$22.17	\$22.77	\$23.40	\$24.04	\$24.71	\$25.39	\$26.08
4	Annual	\$44,262.40	\$45,489.60	\$46,716.80	\$48,006.40	\$49,337.60	\$50,689.60	\$52,083.20	\$53,518.40	\$54,974.40	\$56,492.80	\$58,052.80
	Hourly	\$21.28	\$21.87	\$22.46	\$23.08	\$23.72	\$24.37	\$25.04	\$25.73	\$26.43	\$27.16	\$27.91
5	Annual	\$47,590.40	\$48,880.00	\$50,232.00	\$51,604.80	\$53,019.20	\$54,475.20	\$55,972.80	\$57,532.80	\$59,113.60	\$60,736.00	\$62,400.00
	Hourly	\$22.88	\$23.50	\$24.15	\$24.81	\$25.49	\$26.19	\$26.91	\$27.66	\$28.42	\$29.20	\$30.00
6	Annual	\$51,147.20	\$52,561.60	\$53,996.80	\$55,494.40	\$57,012.80	\$58,572.80	\$60,174.40	\$61,838.40	\$63,544.00	\$65,270.40	\$67,080.00
	Hourly	\$24.59	\$25.27	\$25.96	\$26.68	\$27.41	\$28.16	\$28.93	\$29.73	\$30.55	\$31.38	\$32.25
7	Annual	\$54,974.40	\$56,492.80	\$58,032.00	\$59,654.40	\$61,276.80	\$62,961.60	\$64,708.80	\$66,476.80	\$68,307.20	\$70,179.20	\$72,113.60
	Hourly	\$26.43	\$27.16	\$27.90	\$28.68	\$29.46	\$30.27	\$31.11	\$31.96	\$32.84	\$33.74	\$34.67
8	Annual	\$59,113.60	\$60,736.00	\$62,400.00	\$64,126.40	\$65,873.60	\$67,704.00	\$69,534.40	\$71,468.80	\$73,424.00	\$75,462.40	\$77,542.40
	Hourly	\$28.42	\$29.20	\$30.00	\$30.83	\$31.67	\$32.55	\$33.43	\$34.36	\$35.30	\$36.28	\$37.28

9	Annual	\$63,544.00	\$65,270.40	\$67,080.00	\$68,931.20	\$70,824.00	\$72,758.40	\$74,776.00	\$76,835.20	\$78,936.00	\$81,120.00	\$83,345.60
	Hourly	\$30.55	\$31.38	\$32.25	\$33.14	\$34.05	\$34.98	\$35.95	\$36.94	\$37.95	\$39.00	\$40.07
10	Annual	\$68,307.20	\$70,179.20	\$72,113.60	\$74,089.60	\$76,128.00	\$78,228.80	\$80,392.00	\$82,596.80	\$84,864.00	\$87,193.60	\$89,585.60
	Hourly	\$32.84	\$33.74	\$34.67	\$35.62	\$36.60	\$37.61	\$38.65	\$39.71	\$40.80	\$41.92	\$43.07
11	Annual	\$73,424.00	\$75,441.60	\$77,521.60	\$79,664.00	\$81,848.00	\$84,094.40	\$86,403.20	\$88,774.40	\$91,228.80	\$93,724.80	\$96,304.00
	Hourly	\$35.30	\$36.27	\$37.27	\$38.30	\$39.35	\$40.43	\$41.54	\$42.68	\$43.86	\$45.06	\$46.30
12	Annual	\$78,936.00	\$81,120.00	\$83,345.60	\$85,633.60	\$87,984.00	\$90,396.80	\$92,872.00	\$95,451.20	\$98,051.20	\$100,755.20	\$103,521.60
	Hourly	\$37.95	\$39.00	\$40.07	\$41.17	\$42.30	\$43.46	\$44.65	\$45.89	\$47.14	\$48.44	\$49.77
13	Annual	\$86,028.80					\$98,529.60					\$112,840.00
	Hourly	\$41.36					\$47.37					\$54.25
14	Annual	\$93,766.40					\$107,390.40					\$122,990.40
	Hourly	\$45.08					\$51.63					\$59.13
15	Annual	\$105,019.20					\$120,286.40					\$137,758.40
	Hourly	\$50.49					\$57.83					\$66.23
16	Annual	\$114,483.20					\$131,123.20					\$150,155.20
	Hourly	\$55.04					\$63.04					\$72.19
17	Annual	\$123,073.60					\$140,940.80					\$161,428.80
	Hourly	\$59.17					\$67.76					\$77.61
18	Annual	\$129,230.40					\$147,992.00					\$169,499.20
	Hourly	\$62.13					\$71.15					\$81.49
19	Annual	\$135,678.40					\$155,396.80					\$177,964.80
	Hourly	\$65.23					\$74.71					\$85.56
20	Annual	\$142,480.00					\$163,155.20					\$186,867.20
	Hourly	\$68.50					\$78.44					\$89.84
21	Annual	\$149,572.80					\$171,329.60					\$196,227.20
	Hourly	\$71.91					\$82.37					\$94.34
22	Annual	\$157,081.60					\$179,899.20					\$206,044.80
	Hourly	\$75.52					\$86.49					\$99.06

Normal Progression Through the General Compensation Plan for Grades 1-12

Employees hired in the General pay plan in grades 1-12 are subject to a one year probationary period. If they successfully complete their probationary period they would move to the next step in their grade on their anniversary date. Each year thereafter, with Satisfactory performance or higher, the employee would be eligible for an additional step increase until they reach the top step.

Employees whose competency level and/or performance are rated Below Expectations may not advance to the next step until their performance improves.

Normal Progression Through the General Compensation Plan for Grades 13-22

Individual Merit adjustments will normally be made effective on an employee's anniversary date and will vary in size, depending on the individual's performance rating and current position in the salary range in line with the following criteria.

PERFORMANCE RATING	POSITION IN SALARY RANGE		
	UNDER 95% MIDPOINT	95-105% OF MIDPOINT	OVER 105% OF MIDPOINT
Outstanding	3.5 to 5%	2.5 to 4%	1 to 2%
Above Average	1.5 to 3.5%	.5 to 2.5%	.5 to 1%
Satisfactory	.5 to 1.5%	No Merit Increase	No Merit Increase
Needs Improvement	No Merit Increase.	No Merit Increase	No Merit Increase
Not Satisfactory	Requires mandatory 6-month evaluation. No future increases until performance improves to at least Satisfactory. Performance and employee status subject to mandatory review every 3 months.		

Passed by the City Council of the City of Richfield, Minnesota this [insert date].

Mary B. Supple, Mayor

ATTEST:

Michelle Friedrich, City Clerk

**GENERAL PAY GRADE
2026 Pay Grades**

Department	Division	Title	Grade
EXECUTIVE	City Manager	CITY MANAGER	22
POLICE	Police Operations	PUBLIC SAFETY DIRECTOR	21
ADMINISTRATIVE SERVICES	Administration	ASSISTANT CITY MANAGER	20
COMMUNITY DEVELOPMENT	Community Development	COMMUNITY DEVELOPMENT DIRECTOR	20
FINANCE	Finance	FINANCE DIRECTOR	20
FIRE	Fire	FIRE SERVICES DIRECTOR	20
PUBLIC WORKS	Public Works Admin	PUBLIC WORKS DIRECTOR	20
RECREATION	Recreation	RECREATION SERVICES DIRECTOR	20
POLICE	Police Operations	DEPUTY PUBLIC SAFETY DIRECTOR	19
FIRE	Fire	DEPUTY FIRE CHIEF	18
PUBLIC WORKS	Street	DEPUTY PW DIRECTOR	18
ADMINISTRATIVE SERVICES	Human Resources	HUMAN RESOURCES MANAGER	17
ADMINISTRATIVE SERVICES	Human Resources	HR PROJECT MANAGER (TEMPORARY)	17
COMMUNITY DEVELOPMENT	Community Development	ASST COMMUNITY DEVLMT DIRECTOR	17
COMMUNITY DEVELOPMENT	Community Development	CHIEF BUILDING OFFICIAL	17
FIRE	Fire	ASST FIRE CHIEF	17
PUBLIC WORKS	Engineering	CITY ENGINEER	17
ADMINISTRATIVE SERVICES	Building Services	GOVT BLDGS SUPERINTENDENT	16
ADMINISTRATIVE SERVICES	Information Technology	IT MANAGER	16
ADMINISTRATIVE SERVICES	Liquor Operations	LIQUOR OPERATIONS MANAGER	16
PUBLIC WORKS	Water	UTILITIES SUPERINTENDENT	16
ADMINISTRATIVE SERVICES	Communication	COMMUNICATIONS/ENGAGEMENT MGR	15
COMMUNITY DEVELOPMENT	Community Development	CITY PLANNER	15
COMMUNITY DEVELOPMENT	Community Development	ECONOMIC DEVELOPMENT MANAGER	15
FINANCE	Finance	ASST FINANCE DIRECTOR	15
FINANCE	Finance	BUDGET CASH AND DEBT MANAGER	15
PUBLIC WORKS	Engineering	TRANSPORTATION ENGINEER	15
PUBLIC WORKS	Water	ASST UTILITIES SUPERINTENDENT	15
RECREATION	Recreation	FACILITIES/PRGM MGR-ARENA/POOL	15
ADMINISTRATIVE SERVICES	City Clerk	CITY CLERK	14
ADMINISTRATIVE SERVICES	Information Technology	ASST IT MANAGER/BUS ANALYST	14
COMMUNITY DEVELOPMENT	HRA	MULTI-FAMILY HOUSING PRGM ADMN	14
FINANCE	Finance	PAYROLL ACCOUNTANT	14
POLICE	Support Services	SUPPORT SERVICES SUPERVISOR	14
PUBLIC WORKS	Central Garage/Street Maintenance	OPERATIONS SUPERVISOR	14
PUBLIC WORKS	Engineering	PROJECT ENGINEER	14
PUBLIC WORKS	Water	UTILITIES SUPERVISOR	14
RECREATION	Recreation	RECREATION PROGRAM MANAGER	14
RECREATION	Wood Lake Nature Center	WLNC MANAGER	14
COMMUNITY DEVELOPMENT	Community Development	SENIOR BLDG TRADE INSPECTOR	13
EXECUTIVE/PUBLIC WORKS	City Manager/PW Admin	SENIOR ANALYST	13
FINANCE	Finance	SENIOR FINANCIAL ANALYST	13
PUBLIC WORKS	Engineering	CIVIL ENGINEER	13
PUBLIC WORKS	Water	WATER RESOURCE ENGINEER	13
RECREATION	Recreation	RECREATION SUPVR-FACILITIES	13
ADMINISTRATIVE SERVICES	Deputy Registrar	MV LICENSING SUPERVISOR	12
ADMINISTRATIVE SERVICES	Human Resources	HUMAN RESOURCES GENERALIST II	12
ADMINISTRATIVE SERVICES	Information Technology/Police Operations	IT TECHNICIAN II	12

ADMINISTRATIVE SERVICES	Liquor Operations	LIQUOR STORE MANAGER	12
COMMUNITY DEVELOPMENT	Community Development	PLANNER II	12
COMMUNITY DEVELOPMENT	Community Development	BUILDING/TRADE INSPECTOR	12
COMMUNITY DEVELOPMENT	Community Development	MECHANICAL/PLUMBING INSPECTOR	12
EXECUTIVE	City Manager	EQUITY COORDINATOR	12
POLICE	Police Operations	RECORDS SUPERVISOR	12
POLICE/RECREATION	Police Operations/Recreation	ANALYST	12
PUBLIC WORKS	Public Works Admin	GIS COORDINATOR	12
RECREATION	Recreation	RECREATION SUPVR	12
RECREATION	Recreation	SUSTAINABILITY COORDINATOR	12
RECREATION	Wood Lake Nature Center	NATURALIST	12
ADMINISTRATIVE SERVICES	Human Resources	HUMAN RESOURCES GENERALIST I	11
ADMINISTRATIVE SERVICES	Information Technology	IT TECHNICIAN I/HELP DESK	11
CD/FINANCE	CD(HRA)/Finance	ACCOUNTANT	11
COMMUNITY DEVELOPMENT	Community Development	HOUSING SPECIALIST PT	11
POLICE	Support Services	CODE COMPLIANCE OFFICER	11
PUBLIC WORKS	Engineering	ENGINEERING TECHNICIAN	11
ADMINISTRATIVE SERVICES	Communication	COMMUNICATIONS SPECIALIST PT	10
COMMUNITY DEVELOPMENT	Community Development	PLANNER I	10
POLICE	Police Operations	CRIME PREVENTION SPECIALIST	10
POLICE	Police Operations	POLICE DATA & MEDIA SPECIALIST	10
POLICE	Police Operations	RECORDS TECHNICIAN	10
PUBLIC WORKS	Engineering	ENGINEERING ASSISTANT	10
PUBLIC WORKS	Public Works Admin	ASSET MANAGEMENT/GIS ANALYST	10
PUBLIC WORKS	Street	FORESTER	10
RECREATION	Recreation	RECREATION COORDINATOR	10
ADMINISTRATIVE SERVICES	Deputy Registrar	LEAD MV LICENSING TECH	9
ADMINISTRATIVE SERVICES	Communication	WEB COORDINATOR (Temporary)	9
ADMIN SERV/CD/EXEC/FIRE	Admin Serv/CD/Exec/Fire	ADMINISTRATIVE ASSISTANT	9
COMMUNITY DEVELOPMENT	Community Development	PLANNING TECHNICIAN	9
COMMUNITY DEVELOPMENT	Community Development	PERMIT TECHNICIAN	9
POLICE	Support Services	HEALTH/LICENSING SPECIALIST PT	9
RECREATION	Recreation	SOLID WASTE SPECIALIST	9
ADMINISTRATIVE SERVICES	Deputy Registrar	MV LICENSING TECH	8
CD/ PS/PW/ REC/WLNC	CD/ PS/PW/ REC/WLNC	SENIOR OFFICE ASST	8
COMMUNITY DEVELOPMENT	Community Development	HOUSING INSPECTIONS TECHNICIAN	8
COMMUNITY DEVELOPMENT	HRA	MULTI-FAMILY HOUSING ASST PT	8
FINANCE	Finance	ACCOUNTING TECHNICIAN	8
FINANCE	Finance	UTILITY BILLING TECHNICIAN	8
POLICE	Support Services	COMMUNITY SERVICE OFFICER PT	8
POLICE	Support Services	BUSINESS LICENSING TECH PT	8
ADMINISTRATIVE SERVICES	Liquor Operations	LIQUOR OPS SHIFT LEADER PT	7
COMMUNITY DEVELOPMENT	HRA	COMMUNITY DEVELOPMENT TECH PT	7
ADMINISTRATIVE SERVICES	Building Services	CUSTODIAN PT	6
ADMINISTRATIVE SERVICES	Deputy Registrar	CITY SERVICES RECEPTIONIST	6

RESOLUTION NO.

RESOLUTION RELATING TO THE 2026 SPECIALIZED PAY PLAN

WHEREAS, the compensation personnel policy of the City of Richfield provides that the pay grades, the number of steps or range of each pay grade, the compensation rates in each pay grade and the method of normal progression through the pay grade be established by Council resolution; and

WHEREAS, the City administration has prepared a 2026 pay plan for the positions for which there are no essentially similar position classification in other regular pay plans. The City Manager is authorized to add or reclassify positions as necessary. Examples of positions in each pay grade are attached.

NOW, THEREFORE, BE IT RESOLVED that the City Council do and hereby does establish for the year 2026 the following pay plan which is to be effective the first pay period of January 2026 with the majority of pay dates in 2026 and subject to the provisions of the personnel policy and City Code:

Grade	1	2	3	4	5
101	\$15.19	\$15.60	\$16.04	\$16.48	\$16.93
102	\$16.33	\$16.78	\$17.24	\$17.72	\$18.20
103	\$17.55	\$18.04	\$18.53	\$19.04	\$19.57
104	\$18.87	\$19.39	\$19.92	\$20.48	\$21.03
105	\$20.29	\$20.85	\$21.41	\$22.01	\$22.61

Employees hired in the Specialized pay plan will move to the next step in their grade on their anniversary date. Each year thereafter, with Satisfactory performance or higher, the employee would be eligible for an additional step increase until they reach the top step.

Employees whose competency level and/or performance are rated Below Expectations may not advance to the next step until their performance improves.

Passed by the City Council of the City of Richfield, Minnesota this 9th day of December 2025.

Mary B. Supple, Mayor

ATTEST:

Michelle Friedrich, City Clerk

Title & Grade Assignment

Department	Division	Project Title	Grade
RECREATION	Swimming Pool	POOL SUPERVISOR	105
RECREATION	Recreation	ADAPTIVE COORDINATOR	105
RECREATION	Recreation	FARMERS MARKET COORDINATOR	105
RECREATION	Recreation	PLAYGROUND COORDINATOR	105
RECREATION	Recreation	TENNIS COORDINATOR	105
RECREATION	Swimming Pool	HEAD LIFEGUARD	104
RECREATION	Ice Arena	ICE RESURFACER OPERATOR	104
RECREATION	Wood Lake Nature Center	NATURALIST I	104
RECREATION	Wood Lake Nature Center	CLERK TYPIST	103
RECREATION	Recreation	OFFICE AIDE	103
RECREATION	Ice Arena	AUDIO TECHNICIAN	103
PUBLIC WORKS	Park Maintenance	MAINTENANCE LABORER	103
RECREATION	Recreation	RECREATION ATTENDANT	103
ADMINISTRATIVE SERVICES	Communication	VIDEO PRODUCTION ASSISTANT	103
RECREATION	Recreation	ADAPTIVE LEADER/SPECIALIST	103
RECREATION	Recreation	FARMERS MARKET CASHIER	103
RECREATION	Swimming Pool	LIFEGUARD	103
ADMINISTRATIVE SERVICES	Liquor Operations	LIQUOR SALES ASSOCIATE	103
RECREATION	Recreation	CONCESSION I	102
RECREATION	Swimming Pool	POOL LEAD CASHIER/CONCESSION	102
RECREATION	Recreation	WINTER SPORTS ATTENDANT	102
RECREATION	Ice Arena	ARENA EVENT ATTENDANT	102
RECREATION	Recreation	INCLUSION FACILITATOR	102
RECREATION	Ice Arena	FACILITY CASHIER	101

OTHER

Instructor's Range: \$11.41 - \$50.00

Election Judge \$11.41

Assistant Head Election Judge \$12.50

Head Election Judge \$13.50

RESOLUTION NO.

RESOLUTION RELATING TO THE 2026 SPECIALIZED PAY PLAN

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Employees whose competency level and/or performance are rated Below Expectations may not advance to the next step until their performance improves.

Passed by the City Council of the City of Richfield, Minnesota this [insert date].

Mary B. Supple, Mayor

ATTEST:

Michelle Friedrich, City Clerk

Title & Grade Assignment

Department	Division	Project Title	Grade
RECREATION	Recreation	ADAPTIVE COORDINATOR	105
RECREATION	Ice Arena	AUDIO TECHNICIAN	105
RECREATION	Swimming Pool	POOL SUPERVISOR	105
RECREATION	Recreation	TENNIS COORDINATOR	105
RECREATION	Recreation	FARMERS MARKET LEAD	104
RECREATION	Swimming Pool	HEAD LIFEGUARD	104
RECREATION	Ice Arena	ICE RESURFACER OPERATOR	104
RECREATION	Wood Lake Nature Center	NATURALIST I	104
ADMINISTRATIVE SERVICES	Liquor Operations	LIQUOR SALES ASSOCIATE	103
ADMINISTRATIVE SERVICES	Communication	VIDEO PRODUCTION ASSISTANT	103
PUBLIC WORKS	Park Maintenance	MAINTENANCE LABORER	103
RECREATION	Recreation	ADAPTIVE LEADER/SPECIALIST	103
RECREATION	Wood Lake Nature Center	CLERK TYPIST	103
RECREATION	Recreation	FARMERS MARKET CASHIER	103
RECREATION	Swimming Pool	LIFEGUARD	103
RECREATION	Recreation	OFFICE AIDE	103
RECREATION	Recreation	PLAYGROUND SUPERVISOR	103
RECREATION	Recreation	RECREATION ATTENDANT	103
RECREATION	Ice Arena	ARENA EVENT ATTENDANT	102
RECREATION	Recreation	INCLUSION FACILITATOR	102
RECREATION	Recreation	PLAYGROUND LEADER	102
RECREATION	Swimming Pool	POOL LEAD CASHIER/CONCESSION	102
RECREATION	Recreation	WINTER SPORTS ATTENDANT	102
RECREATION	Ice Arena/Swimming Pool	FACILITY CASHIER	101

OTHER

Instructor's Range: \$11.41 - \$50.00

Head Judge \$13.50

Asst. Head Judge \$12.50

Election Judge \$11.41



City Council Meeting 12/9/2025

Agenda Section: Resolutions

Agenda Item: 11.b.

Report Prepared By:

Courtney DesCamps, Senior Analyst

Department Director:

Sack Thongvanh, Assistant City Manager

Item for Consideration:

Labor Agreement with Law Enforcement Labor Services, Inc. Local 123 (Police Officers) and Teamsters Local 320 (Police Sergeants and Police Lieutenants) for 2026-2027.

EXECUTIVE SUMMARY

A two-year labor agreement has been reached with the Police Officers, Police Sergeants, and Police Lieutenants bargaining units. The contracts would take effect January 1, 2026, and remain in effect through December 31, 2027. The agreements provide consistent cost-of-living adjustments, targeted market adjustments, and updates to specialty and on-call compensation to support recruitment, retention, and internal pay equity across the Police Department.

Police Officers (LELS Local 123)

- 2026: 3% COLA + 1% market adjustment
- 2027: 3% COLA + 1% market adjustment
- Special Assignment Pay: Increase from \$300 to \$350/month specialty pay (on top of step pay)

Officers take on special assignments as part of professional development. At any time, there are approximately 8-11 officers assigned to special assignments, which is about 20% of all officers.

Police Sergeants (Teamsters Local 320)

- 2026: 3% COLA + 1% market adjustment
- 2027: 3% COLA + 1% market adjustment
- Specialty Pay: Increase from \$300 to \$350/month
- Standby Court Pay: Increase from \$37 to \$65 per occurrence for felony-level or County Attorney-charged cases
- Clothing Allowance: Increase from \$965 to \$1,000/year

Police Lieutenants (Teamsters Local 320)

- 2026: 3% COLA + 1% market adjustment
- 2027: 3% COLA + 1% market adjustment
- On-Call Compensation: \$350/month beginning January 1, 2026

- Clothing Allowance: Increase from \$965 to \$1,000/year

Additionally, Police Officers, Police Sergeants, and Police Lieutenants will receive the same insurance benefits, including the new Minnesota Paid Leave program, as all employees.

RECOMMENDED ACTION

By Motion: Adopt resolutions approving the provisions of the 2026-2027 labor agreements with Law Enforcement Labor Services, Inc., Local 123 and Teamsters Local No. 320, and authorize the City Manager to execute the agreements.

HISTORICAL CONTEXT

EQUITABLE OR STRATEGIC CONSIDERATIONS OR IMPACTS

- Supports internal equity across supervisory and non-supervisory ranks
- Enhances market competitiveness for sworn positions
- Promotes retention of specialty-trained staff (Investigations, on-call roles)
- Aligns with organizational goals of workforce stability and effective public safety operations

POLICIES (RESOLUTIONS, ORDINANCES, REGULATIONS, STATUTES, ETC.)

The agreements conform to applicable City policies, state labor laws, and bargaining obligations under PELRA. No deviations from standard contract format or past practice are proposed.

CRITICAL TIMING ISSUES

Approval on December 9, 2025, allows accounting staff to update payroll and benefit tables in time for the January 1, 2026 effective date so that employees receive accurate pay without delay.

FINANCIAL IMPACT

The negotiated COLA, market adjustments, and premium pays have been incorporated into the City's preliminary 2026 and 2027 budget planning. Funding is available within the Police Department's operating budget.

The proposed pay is comparable to the averages of Richfield's peer cities.

LEGAL CONSIDERATIONS

Approval finalizes the negotiated agreement. If the terms are not approved, the City may need to return to bargaining and/or proceed to mediation, which may delay implementation and impact workforce operations.

ALTERNATIVE RECOMMENDATION(S)

- Do not approve the agreement and prepare for further negotiations or mediation.
- Defer the item to a future meeting.

ATTACHMENTS

1. Resolution Approving Labor Agreement with Law Enforcement Labor Services, Local 123 (Officers)
2. Resolution Approving Labor Agreement with Teamsters, Local 320 (Sergeants and Lieutenants)

RESOLUTION NO.

**RESOLUTION APPROVING LABOR AGREEMENT BETWEEN THE CITY
OF RICHFIELD AND
LAW ENFORCEMENT LABOR SERVICES, LOCAL 123 (OFFICERS)
BARGAINING UNIT FOR YEARS 2026-2027**

WHEREAS, the City Manager and representatives of Law Enforcement Labor Services, Inc., Local 123 have negotiated terms and conditions of employment for the 2026–2027 contract period; and

WHEREAS, the union has engaged in good-faith bargaining with the City; and

WHEREAS, State statute requires that contracts between the City and the exclusive bargaining representatives of employees be approved by Council resolution.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Richfield hereby approves the 2026–2027 Labor Agreement between the City of Richfield and Law Enforcement Labor Services, Inc. Local 123, to be implemented effective January 1, 2026, and authorizes the City Manager to execute said agreement on behalf of the City.

Adopted by the City Council of the City of Richfield, Minnesota, this 9th day of December 2025.

Mary Supple

Mayor

ATTEST:

Michelle Friedrich

City Clerk

RESOLUTION NO.

**RESOLUTION APPROVING LABOR AGREEMENT BETWEEN THE CITY
OF RICHFIELD AND TEAMSTERS, LOCAL 320 (SERGEANTS AND
LIEUTENANTS)
BARGAINING UNIT FOR YEARS 2026-2027**

WHEREAS, the City Manager and representatives of Teamsters, Local 320 have negotiated terms and conditions of employment for the 2026–2027 contract period; and

WHEREAS, the union has engaged in good-faith bargaining with the City; and

WHEREAS, State statute requires that contracts between the City and the exclusive bargaining representatives of employees be approved by Council resolution.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Richfield hereby approves the 2026–2027 Labor Agreement between the City of Richfield and Teamsters, Local 320, to be implemented effective January 1, 2026, and authorizes the City Manager to execute said agreement on behalf of the City.

Adopted by the City Council of the City of Richfield, Minnesota, this 9th day of December 2025.

Mary Supple

Mayor

ATTEST:

Michelle Friedrich

City Clerk



Report Prepared By:

Ruby Villa, Planner I

Department Director:

Melissa Poehlman, Community Development Director

Item for Consideration:

Consider a request for an Interim Use Permit to allow temporary and occasional employee parking on a vacant lot adjacent to Lakewinds Co-op.

EXECUTIVE SUMMARY

Lakewinds Co-op has submitted an application for an Interim Use Permit (IUP) to utilize the vacant and unpaved lot south of their property for approximately 122 days a year for the next 5 years – the maximum term afforded by the zoning code. “Lot 4”, an adjacent but entirely separate lot from the Lakewinds Co-op lot, was acquired by Lakewinds Co-op in 2016. At that time, Lakewinds Co-op requested and was granted a 2-year IUP to utilize the lot for occasional employee parking (no more than 45 days a year). The IUP was granted on the basis that the need for long-term parking in the area would be better-evaluated once the parcel to the north was developed.

Development of the parcel to the north of Lakewinds Co-op has proven to be slower than anticipated. Additionally, in the years since the previous IUP expired, Lakewinds Co-op customer base has grown significantly, which in turn puts continued strain on the availability of parking. See the attached applicant’s request letter for more information.

Parking is not permitted as the primary use of a parcel. In order to develop Lot 4 into permanent parking, it would need to be formally combined with the Lakewinds Co-op lot, and the Planned Unit Development (PUD) would have to be amended. An IUP would afford Lakewinds Co-op more time to evaluate long-term needs in conjunction with the eventual development of the northern parcel. Building more parking when it is truly not needed would be unfortunate and against the premise that property should be used for the “highest and best use”.

As in 2016, only minor maintenance of the lot as opposed to paving and striping is recommended. Paving and striping could encourage regular use of the lot by non-employees, which is not the intent. Appropriate signs and landscaping, as prescribed by the proposed Resolution, will help to prevent non-employee parking.

The Planning Commission held a public hearing on November 24. No members of the public spoke. The Planning Commission voted (3-2) to recommend approval of the request. Dissenting Commissioners preferred a three-year term combined with two, single-year extensions (for a total possible term of five years), rather than five years.

Staff finds the request reasonable and recommends approval.

RECOMMENDED ACTION

By motion: Approve a five-year Interim Use Permit for occasional employee parking on vacant Lot 4 adjacent to 6420 Lyndale Avenue South.

HISTORICAL CONTEXT

- The subject property is located within the Lakes at Lyndale area of Richfield. For many years, this area has been considered Richfield's downtown and redevelopment has been a priority.
- As part of the approved larger PUD for the entire former Lyndale Gardens Center, Lot 4 was proposed to be an out parcel for future development that could be used in the interim for overflow parking during events (Farmers Market, amphitheater concerts, etc.).
- While mostly outside of larger development plans for the PUD, there is evidence that suggests Lot 4 was considered for a future permanent parking lot and/or parking structure.
- Land use approvals for Lakewinds Co-op were granted in the summer of 2013. The grocery store opened for business in 2014.
- By 2016, Lot 4 had still not been developed, and the parcel was acquired by Lakewinds Co-op. In the summer of 2016, Lakewinds Co-op applied for and was granted a two-year IUP, with the option for a one-year administrative extension, to utilize Lot 4 for occasional and temporary employee parking.

EQUITABLE OR STRATEGIC CONSIDERATIONS OR IMPACTS

Equity: Employee parking on Lot 4 could open up parking spaces closer to the entrance of Lakewinds Co-op, providing better parking opportunities for seniors and individuals with disabilities.

Strategic Plan: This proposal aligns with the City's goals by contributing to a vibrant downtown. While additional/temporary parking is not ideal, it allows for an enhanced customer experience by freeing up spaces in the main Lakewinds Co-op parking lot. Additionally, the opportunity for Lot 4 to be used as parking for occasional amphitheater events helps to prevent on-street overflow parking during the summer.

POLICIES (RESOLUTIONS, ORDINANCES, REGULATIONS, STATUTES, ETC.)

The purpose and intent of allowing interim uses are:

- a) To allow a use for a limited period of time that reasonably utilizes the property where it is not reasonable to utilize it in the manner provided in the Comprehensive Plan; and
- b) To allow a use that is presently acceptable but that, with anticipated development, will not be acceptable in the future.

- In evaluating a request for an IUP, the Council must consider the criteria outlined in Section 547.15, Subd. 3 of the zoning code, further articulated in the attached Required Findings.
- Current parking at Lakewinds Co-op exceeds the City's allowable maximums. This was originally permitted in 2013 based on the fact that some sharing, especially during events, would take place. Should Lot 4 be developed into a legitimate parking lot in the future, the applicant would be required to provide a parking study prepared by a licensed traffic engineer that indicates a need for such additional parking.

CRITICAL TIMING ISSUES

60-DAY RULE:

- Application deemed complete: November 4, 2025.
- 60-day deadline: January 3, 2026.
- A decision is required by this date, or the City must notify the applicant that it is extending the deadline (up to a maximum of 60 additional days or 120 days total).

FINANCIAL IMPACT

None; all required application fees have been paid.

LEGAL CONSIDERATIONS

Notice of the public hearing was:

- published in the Sun Current on November 13, 2025,
- mailed to properties within 350 feet of the site.

ALTERNATIVE RECOMMENDATION(S)

- Approve an Interim Use Permit for a different length of time.
- Approve an Interim Use Permit with additional conditions.
- Deny with a finding that the requirements necessary to issue an Interim Use Permit are not met.

ATTACHMENTS

1. Lakewinds IUP Resolution
2. Required Findings
3. Applicant's Request Letter
4. Consent Agreement
5. Site Plan
6. Location & Zoning Map

RESOLUTION NO. _____

RESOLUTION APPROVING AN INTERIM USE PERMIT TO ALLOW OCCASSIONAL EMPLOYEE PARKING BY LAKEWINDS FOOD COOPERATIVE EMPLOYEES AT 6430 LYNDAL AVENUE SOUTH

WHEREAS, an application has been filed by Lakewinds Food Cooperative (the “Applicant”), with the City of Richfield (the City) which requests approval of an interim use permit to allow its employees to occasionally park at property legally described as follows:

Lot 4, Block 1, Lyndale Gardens Addition, Hennepin County, MN

WHEREAS, private parking lots are not permitted as a principal use of property in any zoning district in the City; and

WHEREAS, the City Council finds that the temporary nature of the proposed interim use eliminates the adverse effects the prohibition was intended to prevent; and

WHEREAS, notice of the public hearing was mailed to properties within 350 feet of the subject property and published in the Sun Current newspaper on November 13, 2025; and,

WHEREAS, the Planning Commission of the City of Richfield held a public hearing at its November 24, 2025, meeting and recommended approval of the Interim Use Permit; and

WHEREAS, the City Council has reviewed all materials submitted by the Applicant; considered the oral and written testimony offered by the Applicant and all interested parties; and has now concluded that the application is in compliance with applicable standards and can be considered for approval;

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

1. The City Council adopts as its Findings of Fact the **WHEREAS** clauses set forth above.
2. The City Council further adopts as its Findings of Fact the findings listed in the Required Findings Statement.
3. The proposed Interim Use Permit request meets all applicable conditions and restrictions stated in zoning code section 547.15 except as follows:

The proposed interim use is not a permitted primary use within the City. In accordance with zoning code section 547.13, Subd.3, part “e”, the City Council finds that the temporary nature of the interim use eliminates the detriment that a stand-alone parking lot will have to a mixed use area. The infrequent nature of the use makes the deferral of parking lot improvements reasonable in this instance.

4. The proposed Interim Use Permit, as described in City Council Staff Report No.____, is hereby approved subject to the following conditions:
- a) The property may be used for employee parking only - except as expressly approved by the Director - for no more than 122 days per year, as outlined in the Applicant's request letter dated October 31, 2025.
 - b) In-ground landscaping shall be installed and continually maintained along the eastern property line to screen the lot and provide a barrier to limit potential customer parking.
 - c) The lot shall be properly maintained at all times, such that it is useable by all vehicles, walkable by pedestrians, and minimizes any tracking of dirt or debris offsite.
 - d) Signs must be installed to prohibit non-employee parking.
 - e) The Interim Use Permit will expire five (5) years from its effective date (December 9, 2030), or upon violation of the conditions under which the permit was issued, whichever occurs first.
 - f) A parking study shall be required prior to the issuance of permits for a permanent parking lot on this lot.
 - g) This lot shall be combined with an adjacent lot prior to the issuance of permits for a permanent parking lot.
 - h) The Interim Use Permit shall be reviewed periodically by the City to ensure compliance with the conditions set forth in this resolution.

Adopted by the City Council of the City of Richfield, Minnesota this 9th day of December 2025.

Mary B. Supple, Mayor

ATTEST:

Michelle Friedrich, City Clerk

Richfield City Council

Code Requirements / Required Findings

Interim Use Permit (Subsection 547.15) The Planning Commission shall recommend an interim use permit and the Council shall issue such interim use permit only if it finds, based on the proposed location, that:

- a) *The period of time for which the interim use permit is to be granted will terminate before any adverse impacts are felt upon adjacent properties.* Staff recommends that the Applicant be granted a full five years until the permit terminates. This will afford the Applicant time to explore a more permanent solution. The lot has been vacant for a number of years and will only be utilized about a third of the year. Landscaping along the eastern side of the lot will help to improve its appearance. Adverse impacts to adjacent properties are not anticipated.
- b) *The use will terminate upon a date or even that can be identified with certainty. Interim use permits may not be granted for a period greater than five (5) years.* Staff recommends termination on December 9, 2030.
- c) *The use will not adversely impact the health, safety and welfare of the community during the period of the interim use.* The occasional use of the site for parking is not anticipated to adversely impact health, safety, or welfare. Long- term, more permanent improvements to the site will be necessary if parking continues.
- d) *The use is similar to existing uses in the area.* The parcel to the north of Lakewinds remains vacant as well. Additional redevelopment is anticipated, but the vacancy and occasional parking will not cause any immediate issues that do not already exist.
- e) *An interim use shall conform to zoning regulations except the City Council may waive ordinance provisions upon a finding that the temporary nature of the interim use will eliminate the adverse effects the provisions were intended to prevent.* See “d” above.
- f) *There is adequate assurance that the property will be left in suitable condition after the use is terminated.* With anticipated proper maintenance, the lot will remain largely as-is.
- g) *By agreement, the use will not impose additional costs on the public if it is necessary for the public to take the property in the future.* The property owner has signed a consent agreement agreeing to this condition.
- h) *The property owner, by agreement, agrees to any conditions that the City Council has deemed appropriate for permission of the use, including a condition that the owner will provide an appropriate financial surety to cover the cost of removing the interim use and interim structures upon the expiration of the interim use permit.* The property owner and applicant are aware of all conditions. No improvements that will need to be removed are proposed.
- i) *The property owner agrees to abide by any additional conditions that the Council deems appropriate for permission of the use.* The property owner and applicant are aware of all conditions.



Greg Dick
General Manager
Lakewinds Food Co-op
6321 Bury Dr., Suite 21
Eden Prairie, MN, 55346

10.31.2025

Samantha Crosby, AICP
City Planner
City of Richfield

Dear Samantha,

It is Lakewinds' intention to request an Interim Use Permit (IUP) allowing occasional employee parking on the Lot 4, Block 1 of our property. We have previously benefitted from a similar IUP to absorb the influx of additional customer traffic associated with holidays, sales promotions, and community events hosted on our premises.

Lakewinds' business has tripled since the store opened, and this has created strain on the available parking stalls in our existing lot. Our growth has brought more traffic to the area and has had us increase our staff count. Currently, Lakewinds Richfield employs around 110 people, most of whom drive to work. On any given day there are 35-45 employee vehicles parked in our lot, taking up nearly half of the available spaces. In addition, we find that Lakewinds is drawing customers to Richfield from surrounding areas because of the products and services that we offer, with many driving past other grocery stores to come to Lakewinds, Richfield, thus enhancing our community. Lakewinds' success can be attributed to our focus on a great customer experience of which the availability and ease of parking is an important factor.

Our lot is also used throughout the year in support of the municipal amenities that surround our store, such as accommodating those who want to enjoy the pond and trails. The amphitheater has a series of events in the summer months that draw large crowds to the area. Most of the attendees of these shows use the Lakewinds lot for parking while the store is still open for business.

In order to support the community and grow the level of business, we are requesting use of Lot 4 on our two busiest days of the week (Sunday and Tuesday), four days before Thanksgiving, Christmas and Easter, and any days where there are events at the amphitheater that overlap our store hours, currently six Wednesdays in July and August. We wish to have use of Lot 4 for staff parking for 122 days in a calendar year for the next five years, with the option to administratively extend the permitted time for the same duration. We do not anticipate that this use will cause impact on adjacent properties except to make them more accessible and convenient.

Thank you for your consideration of our application and ongoing support in this process. Please do not hesitate to contact me with additional questions or concerns.

Yours sincerely,



Greg Dick.

Retail Locations:

Minnetonka – 17501 Minnetonka Blvd., Minnetonka, MN 55345 952-473-0292
Chanhassen – 435 Pond Promenade Chanhassen, MN 55317 952-697-3366
Richfield – 6420 Lyndale Ave S, Richfield, MN 55423 612-814-8000
lakewinds.coop

Lakewinds Business Office:

6321 Bury Dr, Suite 21, Eden Prairie, MN 55346



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ARCHITECT'S PROJECT #1515 N



Project Address:
6420 Lyndale Ave. S.
Richfield, MN 55423

Office Address :
6321 Bury Drive #21
Eden Prairie, MN 55346

PROPOSED PARKING IUP

05/10/2016

PRINTED 5/10/16

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 Architect under the laws of the State of MN.

Charles Alan Levin

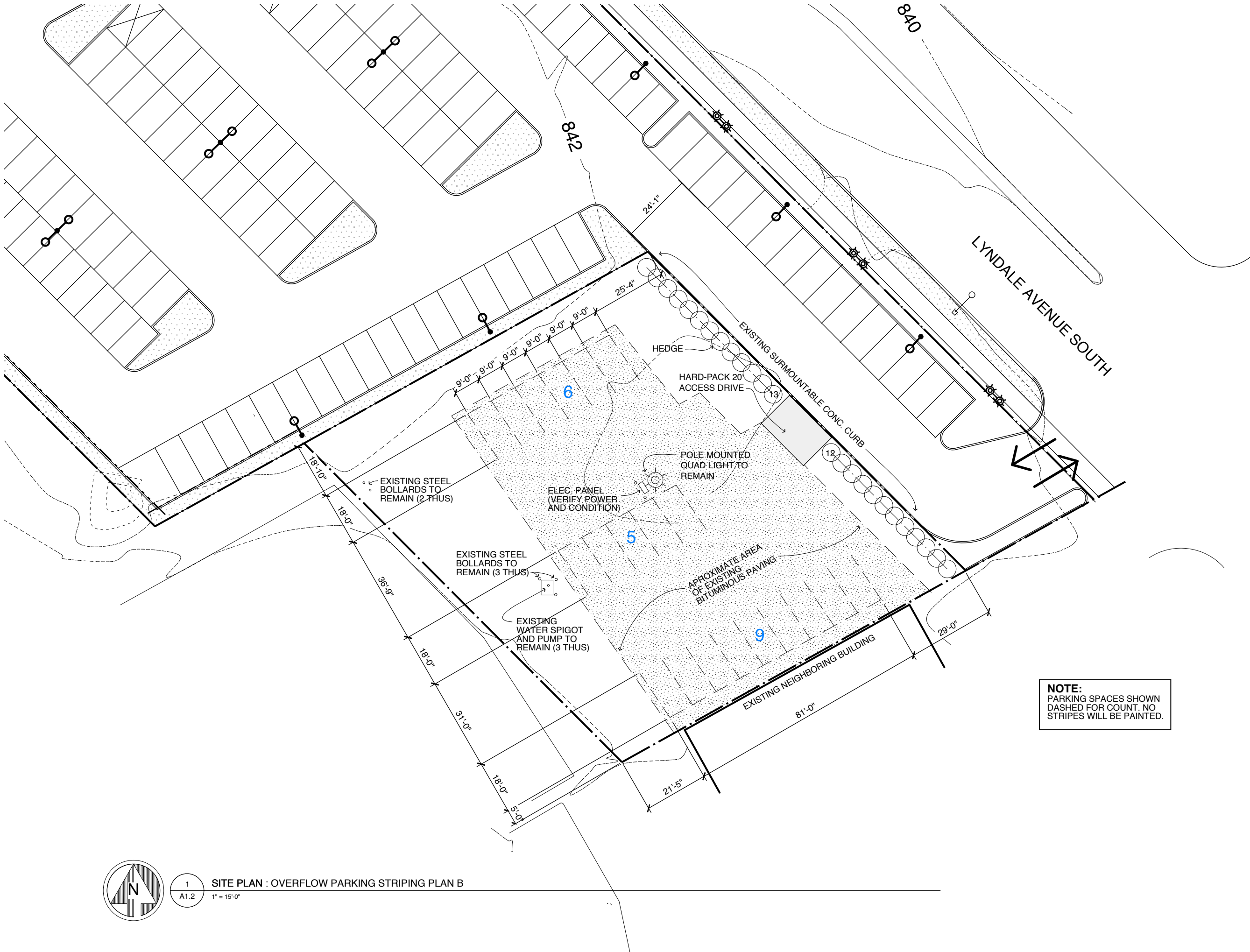
Charles Alan Levin
MN License No. 14672
Date: 09/16/13



SITE PLAN

SHEET
A1.2

© 2016
Charles Levin Architects



NOTE:
PARKING SPACES SHOWN
DASHED FOR COUNT. NO
STRIPES WILL BE PAINTED.



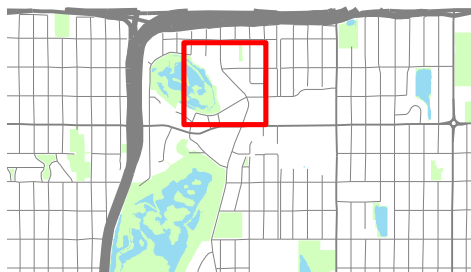
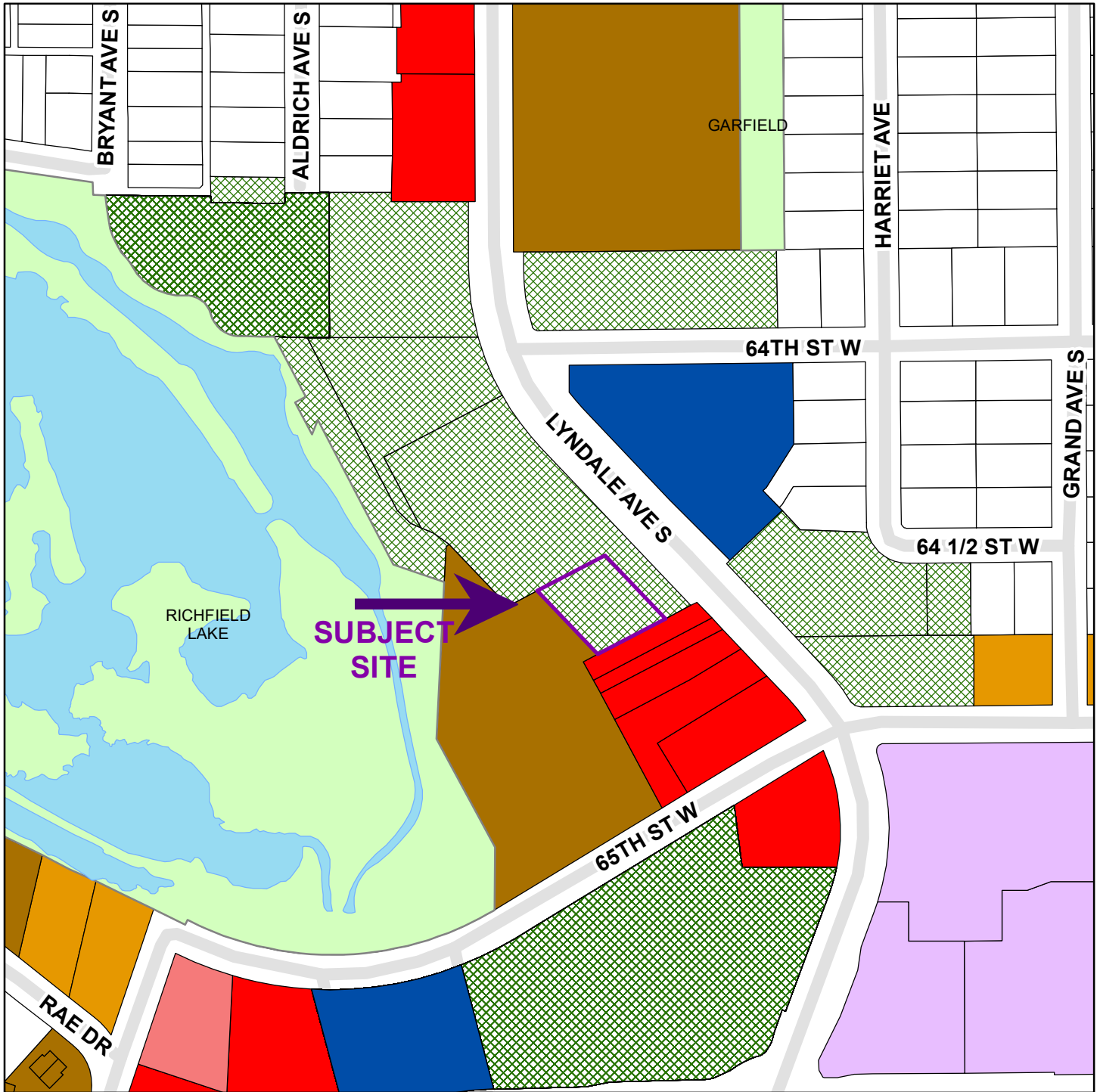
1 SITE PLAN : OVERFLOW PARKING STRIPING PLAN B
A1.2 1" = 15'-0"



6430 Lyndale Avenue South

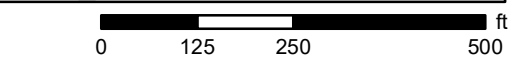
Location and Zoning Map

Case #:Z25-10



Legend

- Parks
- R Low Density Residential
- PMR Planned Multi-Family
- MR-2 Multi-Family
- MR-3 High-Density Multi-Family
- C-1 Community Commercial



- C-2 General Commercial
- PC-2 Planned General Commercial
- PMU Planned Mixed Use

