



Richfield City Council Agenda

January 27, 2026 -- 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. **Meeting Minutes from (1) City Council Work Session from January 13, 2026 (2) Regular City Council Meeting from January 13, 2026, and (3) Special City Council Meeting from January 15, 2026.**
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 to recognize January 26–30 as Winter Salt Week 2026.**
 - b. **Richfield Foundation Presentation of Grants.**
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. **Second reading of an ordinance rezoning four parcels at approximately 76th Street and Morgan Avenue from R to MR-2 to facilitate construction of a new learning center for Minnesota Independence College & Community and related conditional use permit, variances, plat, and summary resolution.**
 - c. **Consider approval of the second reading and summary publication of an ordinance amending Section 300 and 310 of the Code of Ordinances to establish a Human Resources Department and create the position of Human Resources Director.**
8. **Consideration of Items, if Any Removed From Consent Calendar**
9. **Public Hearings**
10. **Proposed Ordinances**
 - a. **Adoption of an emergency ordinance limiting the use of city-owned property for civil immigration enforcement staging purposes.**
11. **Resolutions**
 - a. **Resolution Ratifying Participation in Municipal Prosecutors' Amicus Curiae Brief.**
12. **Other Business**
 - a. **Consider City Council's approval of the Mayor's appointment of a Housing and Redevelopment Authority Commissioner.**
13. **City Manager's Report**
14. **Council Discussion**
 - a. **Hats off to Hometown Hits**
 - b. **Council Liaison Reports**
15. **Adjournment**

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

January 13, 2026

ITEM #1	CALL TO ORDER
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Mayor Supple called the work session to order at 6:00 p.m. in the Bartholomew Room.

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

HRA Present: Gordon Hanson, Commissioner; John Young, Commissioner.

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

Staff Present: Katie Rodriguez, City Manager; Melissa Poehlman, Community Development Director; Julie Urban, Assistant Community Development Director; and Michelle Friedrich, City Clerk.

Guests: Aaron Diederich, Lupe Development; Keith Matte, BKBM; Greta Norris, Pope Design; Steve Minn, Lupe Development; Jesse Symynkywicz, Damon Farber; and Jake Steen, Larkin Hoffman.

ITEM #2	ITEM DISCUSSION
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- a. Presentation of a revised housing development proposed by Lupe Development for the American Legion site at 6501 Portland Avenue, Richfield.

Community Development Director Poehlman introduced the presentation and reminded Council and the Housing Redevelopment Authority of the zoning code and flexibility, without a variance in some areas. Community Development Director Poehlman noted four questions for Council and HRA consideration regarding the revised project proposal, including (1) whether the plan warrants flexibility related to the reduced parking ratio, the absence of a required building step-back, and the placement of parking within the green buffer adjacent to the park; (2) whether the proposed affordability structure--80% of units in each building at or below 60% AMI with the remaining 20% yet to be determined, adequately addresses the HRA's concern that the project not be fully income-restricted; (3) whether the project design meets the HRA's expectations for funding consideration; and (4) whether Council and HRA members are willing to consider resolutions of support for funding applications at this time given the lack of specificity regarding affordability and tax-based financing.

The development team presented an updated project proposal reflecting revisions made since the June presentation, incorporating civil engineering, architecture, and landscape design input and ongoing coordination with city staff. The team emphasized the importance of the site, its proximity to parkland and community amenities, and their commitment to high-quality design that integrates with the surrounding neighborhood. Updates included revised building massing, step-backs, reduced building lengths, enhanced pedestrian connections, courtyards oriented to Portland Avenue and Veterans Memorial Park, expanded green space, and added sustainability features such as solar readiness. The landscape and engineering teams outlined plans for improved streetscapes, public connections, stormwater management, fire access, and utility infrastructure, noting challenges related to sewer capacity and site grading. The developer also presented data supporting a reduced parking ratio, requested flexibility on EV charging requirements due to cost and utilization concerns, and outlined the proposed affordability mix of 80% of units at or below 60% AMI. The team requested candid feedback on the design, consideration of zoning and parking flexibilities, assistance with neighborhood engagement, and potential resolutions of support for future funding applications. Council and HRA provided initial feedback noting significant design improvements, lingering concerns about building step-backs and EV parking, and the need for further staff review.

ITEM #3	ADJOURNMENT
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Mayor Supple adjourned the work session at 6:54 p.m.

To Be Approved: January 27, 2026

 Mary B. Supple
 Mayor

 Michelle Friedrich
 City Clerk

 Katie Rodriguez
 City Manager



CITY COUNCIL MEETING MINUTES

Richfield, Minnesota

Council Special Meeting

January 15, 2026

ITEM #1	CALL TO ORDER
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The meeting was called to order by Mayor Supple at 7:45 a.m. on January 15, 2026, in the Bartholomew Conference Room.

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

Staff Present: Katie Rodriguez, City Manager; Mary Bogie, Finance Director; Melissa Poehlman, Community Development Director; Kristin Asher, Public Works Director; Karl Huemiller, Recreation Services Director; Jennell Brooks, Fire Chief; Jay Henthorne, Public Safety Director; Courtney DesCamps, Senior Analyst; Michelle Friedrich, City Clerk; Mark McKinley, Administrative Assistant; Scott Kulzer, Senior Analyst; Brianna Darling, Communications Specialist; Kate Aitchison, Communications Director

Guests: Dr. Steven Unowsky, Superintendent Richfield Public Schools; Eric Carter, Board Chair Richfield Public Schools; State Senator Melissa Wiklund; County Commissioner Debbie Goettel; Graham Faulkner, Policy Director; State Representative Michael Howard; Ladan Abshir, Community Representative for Ilhan Omar; Ann Lenczewski, Lockridge Grindal Nauen; Alex Hassel; Kate Wagner.

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ITEM #2	REMARKS FROM CITY COUNCIL MEMBERS
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Mayor Supple provided an update to the group on meeting procedure and explained her perspective related to the ongoing surge of federal law enforcement in Minnesota communities. Mayor Supple and Council Member Hayford Oleary thanked State Senator Wiklund for her service to Richfield.

ITEM #3	RICHFIELD LEGISLATIVE PRIORITIES
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Richfield department directors outlined their legislative priorities for the upcoming year and responded to questions from the attendees. Elected officials provided updates on current initiatives and discussed opportunities for collaboration between city and various offices.

ITEM #15	ADJOURNMENT
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The special meeting was adjourned at 9:28 a.m.

Date Approved: January 27, 2026

 Mary Supple
 Mayor

 Mark McKinley
 Administrative Assistant

 Katie Rodriguez
 City Manager

DRAFT



CITY COUNCIL MEETING MINUTES

Richfield, Minnesota

Council Regular Meeting

January 13, 2026

ITEM #1	CALL TO ORDER
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The meeting was called to order by Mayor Supple at 7:05 p.m. on January 13, 2026, in the Council Chambers.

Council Present: Mary Supple, Mayor; Walter Burk, Sean Hayford O'leary, 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; Jay Henthorne, Director of Public Safety; Melissa Poehlman, Community Development Director; Joe Powers, City Engineer; Mary Tietjen, City Attorney; and Michelle Friedrich, City Clerk.

Guests: Ryan Wilson and Andrew Lutaya, MNDot Representatives,

ITEM #2	PLEDGE OF ALLEGIANCE
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Mayor Supple led the Pledge of Allegiance. Mayor Supple noted there were many community members wishing to participate in Open Forum and reviewed acceptable meeting etiquette and requested that the audience listen respectfully, to not disrupt the speaker by clapping, cheering, or booing.

Mayor Supple asked for a moment of silence for Renee Nicole Good.

Council noted ICE activity within the City of Richfield and acknowledged the harm and trauma experienced by families affected by recent detentions, expressing solidarity and support. Council urged the federal government to end ICE enforcement actions, stating they undermine community safety and affirming that all residents deserve safety and dignity. Council thanked community volunteers providing food, transportation, protective presence at schools, places of worship, and local businesses, as well as legal observer support. Council emphasized that effective law enforcement prioritizes the rule of law, human rights, and shared humanity, while acknowledging the limitations cities face regarding federal authority. Council also shared available community resources related to reporting ICE activity and encouraged residents not to place themselves in harm's way.

ITEM #3	APPROVAL OF AGENDA
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MOTION: made by Council Member Coleman-Woods, seconded by Council Member Burk to approve the Agenda as presented.

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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Mayor Supple noted a clerical correction to the minutes from the December 22, 2025, Council Special Meeting, clarifying that the spelling of Ava McNite’s last name in the Open Forum public comment section was corrected to McKnight.

MOTION: made by Council Member Burk, seconded by Council Member Coleman-Woods to approve the minutes of the (1) City Council Work Session from December 9, 2025, and (2) City Council Regular Meeting from December 9, 2025; and as amended (3) Council Special Meeting from December 22, 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 noted the high number of individuals wishing to speak during Open Forum and extending the Open Forum period from 30 minutes to 90 minutes. Mayor Supple noted an ADA accommodation request for a time limit extension. Mayor Supple reviewed the three-minute time limit for public comments and explained the use of time warning cards to alert the speaker when their time is almost expired. Attendees were reminded to listen respectfully to all speakers. Instructions were given for speakers to state their name and city of residence before speaking.

MOTION: made by Mayor Supple, seconded by Council Member Hayford Oleary to extend the Open Forum period from 30 minutes to 90 minutes, extending the Open Forum period until 8:47 p.m.; and extending the three-minute time limit to a five-minute time limit for an ADA accommodation request.

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

Motion carried: 5-0

Twenty-nine residents addressed the Council during the Open Forum opportunity.

Heidi Gaibor, Richfield resident, expressed concern about recent ICE activity in the Richfield community, describing fear, trauma, and disruption experienced by residents, businesses, and schools. Ms. Gaibor stated that immigrant community members are avoiding work, school, and commerce due to safety concerns, resulting in economic and educational impacts. Ms. Gaibor noted concerns regarding ICE enforcement practices, accountability, and alleged violations of traffic and safety laws, as well as the effect of these actions on public health and community stability. Ms. Gaibor expressed support for immigrant neighbors and stated opposition to ICE presence in the community. Ms. Gaibor also requested that the Police Department address, at a future time, whether ICE vehicles are subject to enforcement for traffic and vehicle violations.

Birgit Johnson, Richfield resident, an immigrant and naturalized U.S. citizen, shared personal perspective shaped by Germany’s historical experience and expressed concern about immigration

enforcement practices. Ms. Johnson stated that the U.S. immigration system has long been broken under multiple administrations and emphasized the country's reliance on immigrants for economic and social vitality. Ms. Johnson opined wealth disparity as a root cause of crime and called for equal investigation of crimes against immigrant communities. Ms. Johnson emphasized the importance of maintaining trust between local police and residents and opined that Richfield police should not participate in immigration enforcement. Ms. Johnson concluded with a call to reject fear-driven governance and to treat all people with humanity and dignity.

Mayor Supple reminded the audience of acceptable meeting etiquette.

Simon Trautmann Cordova, Richfield resident, second-generation Latino community member, and attorney spoke about the economic impacts of recent ICE activity on Latino and Somali-owned businesses, describing conditions as an economic crisis affecting vulnerable entrepreneurs. Mr. Trautmann Cordova emphasized that these businesses are integral to Minnesota's economy and urged the Council to document the economic and public health impacts of current enforcement practices. Mr. Trautmann Cordova noted that individuals with U.S. citizenship and legal immigration status are also being detained and described both physical and bureaucratic harms associated with ICE actions. Mr. Trautmann Cordova expressed appreciation for community organizing and mutual support, encouraged continued patronage of Black-, Latino-, and Somali-owned businesses, and acknowledged the role of public servants who oppose ICE actions due to concerns about legality and trust.

Ashley Daniels, Richfield resident, and educator with experience working with refugee and immigrant youth, addressed concerns about the impact of recent ICE activity on students, families, schools, and local businesses. Ms. Daniels described fear and disruptions affecting school attendance, access to work, and daily activities, and noted that some districts have shifted to remote learning in response. Ms. Daniels expressed concern about community safety, cited specific incidents involving ICE enforcement, and described resulting economic and emotional impacts on families. Ms. Daniels called on local and state officials to consider policy responses, including temporary housing protections, increased funding for community organizations providing crisis support, and emergency financial assistance for residents. Ms. Daniels emphasized the importance of meeting basic safety and survival needs and highlighted the value of diversity and immigrant communities to the City of Richfield.

Kathleen Balaban, Richfield resident, addressed agenda item Ordinance 10b regarding the proposed creation of a Human Resources department and director position. Ms. Balaban questioned whether the position and its associated costs were included in the previously approved 2026 budget. Ms. Balaban noted that the proposed position would supervise two employees and that the salary would represent a significant portion of the department's annual budget. Ms. Balaban opined that many of the listed duties are being performed by existing staff and that the proposal was not presented during the budget approval process. Ms. Balaban expressed concern about overall compensation costs within the general fund and questioned the timing and fiscal appropriateness of adding the position.

Alicia Waters, Richfield resident, expressed concern about the impact of federal immigration enforcement activity on public safety, public health, and community welfare in Richfield. Ms. Waters stated that fear and disruption have affected residents' ability to work, attend school, and access basic needs, and cited perceived economic and public health impacts on the community. Ms. Waters referenced provisions of the City Charter and City Code related to emergency ordinances and parking regulations and requested that the City Council consider adopting an emergency ordinance or resolution restricting the use of public property by federal agents for enforcement activities. Ms. Waters stated that such action could help protect residents' civil rights and support community stability.

Courtney Kupsch, Richfield Resident, expressed concern about the impact of immigration enforcement activity on families, schools, and daily life in the Richfield community. Ms. Kupsch

described residents' fear affecting school attendance, childcare, work participation, and involvement in extracurricular activities, including among individuals with legal status. Ms. Kupsch shared personal observations of reduced attendance in schools and community programs and stated that residents are avoiding public spaces due to safety concerns. Ms. Kupsch noted the emotional toll on families and characterized the situation as a broader community safety and well-being issue rather than a political matter.

Landon McKay, Richfield resident, expressed appreciation for remarks made by City leadership and the Police Chief but stated concern that current responses were insufficient to address community fear and distress. Mr. McKay described anxiety among residents and school-aged children and emphasized the need for concrete actions. Mr. McKay raised concerns about the use of license plate recognition cameras in the city, citing claims that such data may be accessible to federal agencies despite assurances to the contrary. Mr. McKay urged the Council to consider removing the cameras, stating that doing so would address privacy concerns and reduce perceived risks to community members.

Taylor Martin, Richfield resident, raised concerns about recent law enforcement and immigration enforcement actions in Richfield and surrounding communities, citing alleged incidents involving the use of force during traffic stops and detentions. Ms. Marten questioned whether enforcement actions are complying with legal standards and opined that additional measures could be taken to protect community members. Ms. Martin urged the City to seek a response from a local business regarding an enforcement incident at its location and asked for clarification on how local police would protect residents, including the role of officers during community legal observation activities. Ms. Martin suggested that violations of state or local laws should be addressed regardless of federal status and encouraged greater public education regarding residents' legal rights and expectations of local police support.

Coral Thacker, Richfield resident, identified as a U.S. citizen, and military veteran, shared personal background and life experiences to emphasize the importance of compassion, human dignity, and community solidarity. Ms. Thacker described experiences with discrimination earlier in life and expressed concern about recent immigration enforcement activity. Ms. Thacker recounted an incident involving a friend who was nearly detained during an enforcement action in a nearby community, describing the emotional impact of that encounter. Ms. Thacker expressed a call for unity, rejection of division and hate, and reaffirmation of the value of treating all individuals with respect and humanity.

Jeff R, Richfield resident, urged the City to take concrete actions to support and protect community members, noting that residents are actively monitoring local streets and assisting neighbors. Jeff suggested measures such as implementing an eviction moratorium for residents affected by workplace closures and removing city surveillance cameras, which were described as an invasion of privacy. Jeff emphasized the need for tangible actions rather than verbal statements to address community safety and well-being.

Ben Brown, Richfield resident, reflected on the importance of community support during times of crisis and expressed appreciation for individuals assisting neighbors. Mr. Brown referenced a prior public comment suggesting that residents should voluntarily leave the community and stated that such remarks were divisive. Mr. Brown opined on leadership through example, and encouraged compassion, inclusion, and constructive ways of helping others. Mr. Brown concluded with an appeal for unity, mutual respect, and neighborhood solidarity.

Erica Klein, Richfield resident, emphasized the role of government in addressing community issues, noting her experience working in state and county government. Ms. Klein suggested that the city could evaluate the economic and public health impacts on the community, including lost businesses, workers, and tax revenue, and the effects on children and adults. Ms. Klein encouraged the city to consider these impacts when planning budgets and services and to focus on actions within the government's authority to support the community effectively.

Patrick Jones, Richfield resident, read a statement on behalf of another Richfield resident expressing concern about federal immigration enforcement activity and its impact on community members. The statement included views on recent enforcement presence in the area, perceptions of law enforcement practices, and effects on residents' sense of safety and daily life. Mr. Jones referred to specific incidents and urged consideration of community well-being and unity.

Concetto Lehnem, Richfield resident, expressed support for concerns previously raised by other residents regarding federal immigration enforcement presence in the city. Ms. Lehnem acknowledged the limitations of local government authority over federal actions but requested that the city take any possible measures to support and protect residents, including reviewing surveillance camera use, enforcing traffic regulations, and considering an eviction moratorium. Ms. Lehnem referenced research and suggestions shared by others during the meeting and encouraged the city to take all action within its power to promote community safety and protection.

Barbara Amram, Richfield resident, expressed frustration over limitations on local government authority and suggested potential actions the Council could consider. Ms. Amram noted exploring the possibility of joining other cities in legal action against federal policies and increasing communication with the public through local media. Ms. Amram also encouraged residents to participate in precinct caucuses and engage in civic processes.

Dewayne Sietsema submitted a comment card but was not present when his name was called.

Linda Peterson, Richfield resident, expressed concern about safety in the community, referencing recent incidents that have impacted residents. Ms. Peterson noted that some community members feel unsafe going to work and emphasized the importance of supporting neighbors. Ms. Peterson suggested potential city actions, including implementing a rental moratorium, removing Flock cameras, and reviewing other measures to improve public safety. Ms. Peterson highlighted historical and recent events affecting public safety and encouraged the Council to consider and act on the suggestions raised by residents during the meeting. Ms. Peterson concluded by urging continued support for the community and active consideration of measures to protect residents.

Joan Ehren Dahlquist, Richfield resident, opposes immigration enforcement, and stated concern about recent events affecting the community and expressed appreciation for fellow residents' prepared remarks. Ms. Ehren Dahlquist described observing a routine interaction involving Richfield Police Department officers who had been called due to immigration enforcement presence. Ms. Ehren Dahlquist noted that the Richfield Police Department brought calm to the situation. Ms. Ehren Dahlquist asked that the police department and City of Richfield staff continue to uphold the rule of law and take actions to protect families and the broader community.

Megan Fatheree, Richfield resident, expressed that they came to the meeting to be part of the community and share their feelings of concern regarding federal law enforcement activity in the area. Ms. Fatheree stated that recent activities have contributed to feelings of unsafety and have affected their own and neighbors' mental health, economic participation, and daily life. Ms. Fatheree also acknowledged the strength demonstrated by community members supporting one another and thanked the Council for its efforts, while encouraging the Council to continue taking actions they can support the community.

Matt Anderson, Richfield resident, expressed concern about recent actions by federal immigration authorities in the community, citing examples involving residents and teenage employees at a retail store. Mr. Anderson described the personal impact of witnessing neighbors leaving their homes and the fear experienced by children. Mr. Anderson encouraged the city to take actions within its authority to support immigrant residents and reinforce that all community members are welcome. Mr. Anderson expressed the importance of protecting residents in their homes, schools, businesses, and places of worship, and encouraged continued attention to actionable suggestions presented during the meeting.

Jim Reilly, Richfield resident, discussed federal enforcement actions in Richfield, including the detention of two American citizens at a local retail store on January 8. Mr. Reilly expressed concern for the safety of legally authorized residents, including staff at local daycare centers, and described community-organized efforts to provide transportation, food support, and on-site observation to help staff travel safely to and from work. Mr. Reilly requested that the city compile a public record of federal enforcement actions within Richfield, including details of detentions and arrests, and that the police department take steps to prevent potential violations of law or civil rights by federal agents. Mr. Reilly noted the importance of community strength and constitutional protection.

Hannah Riddle, Richfield resident, shared personal experiences related to federal enforcement actions in the community. Ms. Riddle described concerns for the safety of her family and others, including daycare staff, and noted that children and families are experiencing fear due to recent enforcement activities. Ms. Riddle detailed community efforts to assist residents, such as monitoring school and daycare sites, delivering food, and helping families access personal belongings. Ms. Riddle emphasized the importance of local action to support neighbors and maintain safety while acknowledging the complexity of legal and governmental processes.

Angela Alexander, Richfield resident, expressed fear and concern about the presence of federal immigration enforcement activity in the community, describing it as deeply distressing. Ms. Alexander opined on parallels between historical events and current conditions. Ms. Alexander described safety measures being taken by parents at a local school, including coordinated communication, adult supervision during transportation, and information sharing. Ms. Alexander emphasized concerns for children's safety and emotional well-being and urged continued peaceful civic engagement, awareness of individual rights, and nonviolent responses to ongoing events.

Sam Worlero, Richfield resident, described recent experiences in the community related to federal immigration enforcement activity, including incidents at local schools and public locations. Ms. Worlero reported that children have been frightened, recesses have been shortened for safety reasons, and school staff need to supervise students closely during enforcement activity. Ms. Worlero also described a confrontation in a grocery parking lot involving multiple federal agents and community members, noting concern over the level of force used. Ms. Worlero stressed the impact on students, teachers, and other residents, and opined city leadership could take additional actions to support and protect community members.

Mike Kuhs, Richfield resident, expressed appreciation for community members who shared stories and research, and for the ideas presented during the meeting. Mr. Kuhs noted the expectation that city leaders take the ideas presented, and provide responses, including explanations when certain suggestions cannot be implemented. Mr. Kuhs suggested that the city maintain a record of community input and provide itemized updates on actions taken or obstacles encountered and noted a willingness among residents to assist in addressing challenges where possible.

Heather Polivka, Richfield resident, expressed support for previously suggested recommendations and accountability measures. Ms. Polivka requested that the city take a proactive role in mobilizing residents to support neighbors and strengthen community connections.

Christie Stjern, Richfield resident, thanked all residents for their comments and agreed strongly with the community suggestions. Ms. Stjern stated the need for increased safety measures at local schools and daycares. Ms. Stjern noted concerns about school and daycare staff feeling unsafe due to immigration enforcement activity and encouraged the city to explore more organized responses to support schools, daycare centers, and families.

Amanda Foster, Richfield resident, expressed concern that they no longer feel safe in the community. Ms. Foster described fear related to immigration enforcement activity and its impact on LGBTQ+ residents, immigrants, and others perceived as vulnerable. Ms. Foster acknowledged the community's diversity and positive atmosphere but requested that the City Council take tangible

actions, beyond statements, to improve safety and provide support, including consideration of measures related to surveillance camera removal and housing stability, and safe access to basic needs such as groceries.

Mayor Supple thanked the speakers for providing comments and noted several emails were received and submitted to Council for review.

ITEM #6	PROCLAMATIONS AND PRESENTATIONS
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ITEM #7	CONSENT CALENDAR
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City Manager Rodriguez presented the consent calendar.

a. Approve Disbursements/Claims

U.S. BANK	1-02-2026
A/P Checks/ETF's: (11/29/2025 thru 12/12/2025)	\$3,565,406.60
A/P Checks/EFT's: (12/13/2025 thru 1/2/2026)	\$1,937,622.42
Payroll (12/19/2025)	\$1,109,211.90
Payroll (1/2/2026)	\$1,072,134.93
TOTAL	\$7,684,375.85

b. Consideration of an extension of an American Rescue Plan Act Professional Services Agreement with Reach for Resources.

**RESOLUTION NO. 12393
 APPROVING AN AMENDMENT TO A PROFESSIONAL SERVICES AGREEMENT WITH REACH FOR RESOURCES**

c. Consider approval of the second amendment to the Foundational Public Health Responsibilities (FPHR) services agreement with the City of Bloomington for 2026.

d. Consider approval of a permit allowing MnDOT to access a City-owned easement at 351 77th Street West during the I-494 Project 2 construction.

e. Resolution to approve Hennepin County SCORE 2026-2028 Funding Agreement.

**RESOLUTION NO. 12394
 RESOLUTION APPROVING THE 2026-2028 RESIDENTIAL WASTE REDUCTION AND RECYCLING GRANT AGREEMENT WITH HENNEPIN COUNTY**

f. Consider a Cooperative Agreement with the West Metro Drug Task Force.

g. Consider an agreement with LETAC for Policies360.

h. Consider the designation of Mayor Pro Tempore for 2026.

RESOLUTION NO. 12395

RESOLUTION APPOINTING COUNCIL MEMBER SEAN HAYFORD OLEARY AS MAYOR PRO TEMPORE FOR THE CITY OF RICHFIELD FOR 2026

- i. Consider annual designations of Acting City Manager, Council Representatives, and the City's official newspaper for 2026.

RESOLUTION NO. 12396 APPOINTING ASSISTANT CITY MANAGER SACK THONGVANH AS ACTING CITY MANAGER FOR THE CITY OF RICHFIELD FOR 2026

RESOLUTION NO. 12398 DESIGNATING STAFF AND CITY COUNCIL LIAISONS/ REPRESENTATIVES FOR BOARDS, COMMISSIONS, COMMITTEES, AND OUTSIDE ORGANIZATIONS FOR CALENDAR YEAR 2026

RESOLUTION NO. 12399 DESIGNATING AN OFFICIAL NEWSPAPER FOR 2026

- j. Consider resolutions designating official depositories for the City of Richfield for 2026, including the approval of collateral.

RESOLUTION NO. 12400 DESIGNATING CERTAIN SAVING AND LOAN ASSOCIATIONS, BANKS, AND CREDIT UNIONS AS DEPOSITORIES FOR THE DEPOSIT AND INVESTMENT OF CITY FUNDS IN 2026

RESOLUTION NO. 12401 DESIGNATING CERTAIN FINANCIAL INSTITUTIONS AS DESPOSITORIES FOR THE INVESTMENT OF CITY OF RICHFIELD FUNDS IN 2026

RESOLUTION NO. 12402 DESIGNATING U.S. BANK A DEPOSITORY OF FUNDS FOR THE CITY OF RICHFIELD FOR THE YEAR 2026

MOTION: made by Council Member Hayford Oleary, seconded by Council Member Coleman-Woods to approve the consent calendar items 7a-j.

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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None.

ITEM #9	PUBLIC HEARINGS
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- a. Public hearing to consider and approve the renewal of 2026 Pawnbroker license for Metro Pawn & Gun, Inc., 7529 Lyndale Avenue South.

Council Member Hayford Oleary introduced this item, and noted the city received a complete renewal application, including all required documents and fees, on November 7, 2025. Council

Member Hayford Oleary added additional history that due to a clerical error, the public hearing was postponed to January 13, 2026, to allow for proper public notice. Council Member Hayford Oleary added the 2025 license was extended at the November 25, 2025, council meeting to remain in effect until the new license was considered.

Council Member Hayford Oleary called the public hearing to order at 8:39 p.m. No residents participated in the public comment opportunity.

MOTION: made by Council Member Hayford Oleary, seconded by Council Member 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 Council Member Hayford Oleary, seconded by Council Member Burk to approve the renewal of 2026 Pawnbroker license for Metro Pawn & Gun, Inc., 7529 Lyndale Avenue South, 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

ITEM #10	PROPOSED ORDINANCES
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- a. First reading of an ordinance rezoning four parcels at approximately 76th Street and Morgan from R to MR-2 to facilitate construction of a new learning center for Minnesota Independence College & Community and discussion of related conditional use permit, variances, and plat.

Council Member Burk presented the staff report and the first reading of an ordinance rezoning four parcels at approximately 76th Street in Morgan from R to MR2 to facilitate construction of a new learning center for Minnesota Independence College and Community. Council Member Burk noted the second reading is scheduled for January 27, 2026.

Council inquired about the tax status of a property, noting that the originally planned residential portion will not be built, and asked whether the property would be taxed according to its previously proposed residential designation or under a different classification. Community Developer Director Poehlman noted staff would respond to Council’s inquiry.

**BILL NO. 2026-XX
REZONING FOUR PARCELS AT 76TH STREET AND MORGAN FROM R TO MR-2;
CUP, VARIANCES, AND PLAT FOR MICC**

MOTION: made by Council Member Burk, seconded by Council Member Hayford Oleary to approve the first reading of an ordinance to change the zoning district of the subject parcels from R, “Low Density Residential” to MR-2 “Multifamily Residential.”

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 approval of the first reading of an ordinance amending Section 300 and 310 of the Code of Ordinances to establish a Human Resources Department and add a Director of Human Resources position.

Council Member Coleman-Woods presented the staff report and the first reading of an ordinance amending Section 300 and 310 of the Code of Ordinances to establish a Human Resources Department and add a Director of Human Resources position.

**BILL NO. 2026-XX
AMENDING SECTIONS 300 AND 310 RELATING TO THE CREATION OF HR DEPT
AND HR DIRECTOR POSITION WITHIN THE ORGANIZATION**

MOTION: made by Council Member Coleman-Woods, seconded by Council Member Burk to approve the first reading of an ordinance amending Section 300 and 310 of the Code of Ordinances to establish a Human Resources Department and add a Director of Human Resources position.

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 #11	RESOLUTIONS
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- a. Consider a resolution approving the project layout and providing Municipal Consent for Phase 2 of the I-494 Corridor Vision Project.

Council Member Burk presented the staff report and resolution to consider approving the project layout and providing municipal consent for phase two of the I494 corridor vision project.

Council discussed the I-494 Corridor Vision Project Phase 2 and addressed that within the current proposed final layout the concerns addressed earlier by Council have not yet been addressed. Council noted the area of 76th Street and 35W has been an area that the Council and staff have raised concerns in previous versions of this project. Council noted safety concerns at the interchange where one of Richfield’s regional trails crosses, near the east leg by the charter school and the west leg. Council noted that the original MDOT design included a bridge to improve traffic flow, but the current proposal does not incorporate that design. Council acknowledged both benefits and costs of the project, including potential impacts on air quality and greenhouse gas emissions, noting the need for safety improvements at the 76th Street and 35W interchange. Council discussed attaching a condition to the project approval to address these improvements, noting that under state statute, this would involve disapproving the project while setting clear expectations for conditional compliance.

Council Member Hayford Oleary read the resolution disapproving municipal consent to the Minnesota Department of Transportation for the I-494 corridor vision Project 2 Proposed Final Layout (SP 2785-462).

Council, staff and the MnDOT representative reviewed processes, timelines, and project constraints within the existing system related to space and land, and requirements related to stormwater flow.

**RESOLUTION 12397
DISAPPROVING MUNICIPAL CONSENT TO THE MINNESOTA DEPARTMENT OF
TRANSPORTATION FOR THE I-494 CORRIDOR VISION PROJECT 2 PROPOSED
FINAL LAYOUT (SP 2785-462)**

MOTION: made by Council Member Hayford Oleary, seconded by Council Member Burk to disapprove municipal consent subject to the condition described earlier.

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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None.

ITEM #13	CITY MANAGER’S REPORT
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City Manager Rodriguez noted there were no questions from the previous meeting but added two speakers were present during Open Forum on December 22, 2025, Council Special Meeting. She added one resident spoke in support of ICE in our community, and one resident complemented the Public Works plowing crew. City Manager Rodriguez noted staff will review the comments shared during Open Forum tonight and see if there is anything further the City can do in the form of an ordinance or policy action.

Council and staff discussed the need for follow-up review at a future meeting regarding whether certain matters should be addressed through ordinance, and whether timelines could be accelerated, including consideration of emergency ordinances. Specific topics raised included the potential removal or temporary suspension of Flock safety cameras due to data security concerns and the company’s association with federal enforcement agencies, as well as requests for clearer information on what actions are legally feasible for the City.

Council and staff expressed interest in exploring narrowly tailored policy options, including a potential eviction moratorium limited to cases involving verified federal enforcement activity, and possible participation in or support of litigation initiated by other cities. Additional topics discussed included protections for schools, parks, and public spaces; public health and mental health impacts; availability of rental assistance and emergency funding resources; and clarification of public safety authorities related to traffic enforcement and data sharing.

Staff were asked to provide further information on legal feasibility, ordinance options, timelines, and data-sharing practices, including consultation with the Police Chief and City Manager, with updates to be provided to the Council.

ITEM #14	COUNCIL DISCUSSION
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- a. Hats off to Hometown Hits.

Council Member Coleman-Woods acknowledged the community members who have come together and supported unity. Council Member Coleman-Woods expressed appreciation for local law enforcement and encouraged continued protection of residents, noting support for law enforcement intervention when legally authorized.

Council Member Burk thanked all the members of the community for their comments and referenced resources for the community to contact, related to rights violations by Immigration and Customs Enforcement officers.

Mayor Supple thanked the Public Works department preemptively for the upcoming snow plowing and snow removal from city streets. Mayor Supple thanked the community volunteers for coming together from the impact and actions of ICE agents within the city. Mayor Supple express gratitude for the Public Safety department in deescalating tense situations and working to keep the community safe.

b. Council Liaison Reports; No reports presented.

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 Oleary, Council Member Christensen (remote), and Council Member Coleman-Woods.

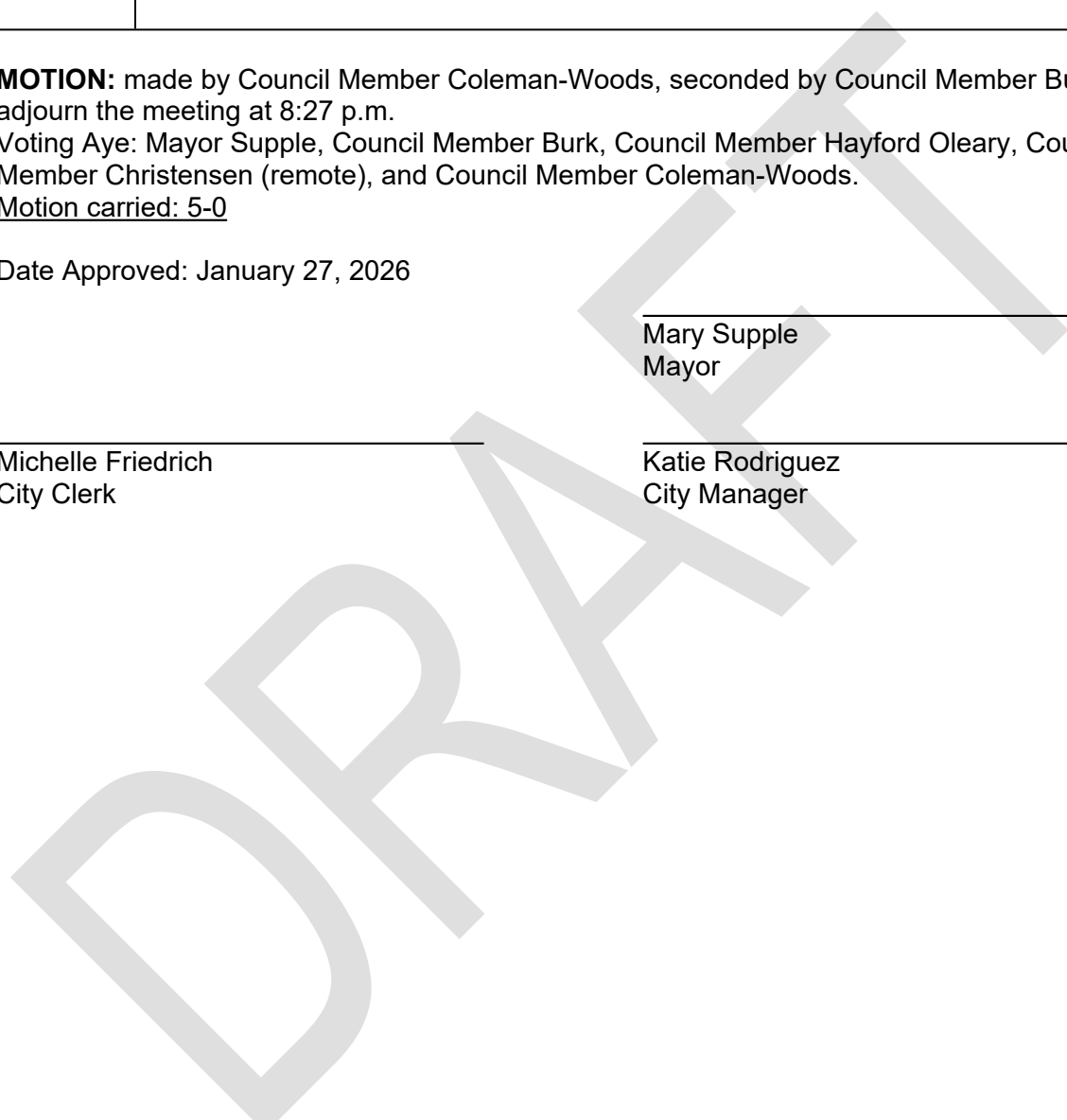
Motion carried: 5-0

Date Approved: January 27, 2026

Mary Supple
Mayor

Michelle Friedrich
City Clerk

Katie Rodriguez
City Manager





OPEN FORUM
REGISTRATION CARD

Date 1/27/2026

Name Betsy STARK

Richfield Resident? YES / NO

Email [REDACTED]

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

Topic Immigrants neighbors and ICE

Comments

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 1/27/26

Name Deb Nordmarken

Richfield Resident? YES / NO

Email _____

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

Topic _____

Comments

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 Jan. 27, 2026

Name ALICIA T

Richfield Resident? YES / NO

Email _____

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

Topic ICE OUT NOW

Comments

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.

Richfield City Council - Aggregation of Resident Requests from Open Forum Comments (Jan. 13, 2026)

EXECUTIVE SUMMARY:

The January 13, 2026, City Council meeting was dominated by a community in crisis regarding increased DHS/ICE enforcement in Richfield. Out of 39 total comments (30 speakers and 9 emails), **100% of those addressing the topic opposed current ICE activity.** Residents described an atmosphere of terror, citing specific incidents such as the abduction of teens from Target and surveillance at local schools and daycares. **The overarching demand was for the City Council to move beyond "thoughts and prayers" and take tangible, legislative, and law enforcement actions to protect residents.**

HIGH-PRIORITY REQUESTS TO RICHFIELD CITY COUNCIL:

The following chart visualizes the frequency and urgency of specific requests made by residents and email contributors.

Priority Level	Action Item	Count/Frequency	Key Drivers
CRITICAL	Police Intervention & Non-Cooperation	High (>15 mentions)	Demand for RPD to ticket federal agents for traffic violations (tint, plates) and intervene during warrantless detentions.
CRITICAL	Remove FLOCK Camera Systems	High (>10 mentions)	Fears that mass surveillance data is being shared with or leveraged by ICE to track residents.
HIGH	Eviction/Rent Moratorium	Medium (>8 mentions)	Economic protection for families unable to work due to fear of leaving home or business closures.
HIGH	Emergency Ordinances	Medium (>6 mentions)	1) Use City Code (Sec 3.06) to ban ICE from public property (parks, schools) and prohibit parking/staging. 2) City Code (Chapter 13, part S) to prohibit or limit the stopping, standing or parking of vehicle, whether attended or unattended
MEDIUM	Communication & Leadership	Medium (>6 mentions)	Request for daily/weekly updates, public condemnation of ICE, and visible mayoral presence.
MEDIUM	Direct Humanitarian Aid	Medium (>5 mentions)	Allocate funds to non-profits/churches for food and basic needs; request state stimulus.

DETAILED AGGREGATION OF SUGGESTIONS:

Residents provided specific, actionable strategies for the City Council to implement. These are categorized by sector below.

1. Law Enforcement & Public Safety Strategy

- **Ticket Federal Agents:** Instruct Richfield Police (RPD) to stop and ticket federal vehicles for state/local violations, such as illegal window tint, improper license plates, or unsafe driving.
- **Active Protection:** RPD should intervene to prevent civil rights violations, such as searches without judicial warrants. Residents questioned why RPD does not intervene to protect citizens from assault by federal agents.
- **Clarify Rights:** RPD and the City should clearly inform the public of their rights and clarify that RPD is there to assist residents, not ICE.
- **Documentation:** Allocate city staff to create a public record of all ICE enforcement actions, detentions, and arrests to track civil rights violations for future litigation.

2. Technology & Surveillance

- **FLOCK Cameras:** Multiple speakers demanded the immediate removal of FLOCK camera systems.
- **Data Privacy:** Residents disputed claims that data is not shared, citing ACLU reports that police departments share this data with federal agencies regardless of local policy. Keeping the cameras is viewed as "aiding and abetting" abductions.

3. Legal & Legislative Actions

- **Emergency Ordinance (Public Property):** Utilize City Code Appendix A, Section 3.06 (Emergency Ordinances) and Chapter 13 (Traffic) to prohibit federal agents from staging raids or parking on public property, including schools and parks.
- **Eviction Moratorium:** Enact a local moratorium on evictions to protect families who cannot work due to the crisis.
- **Join Lawsuits:** Suggestion for Richfield to join Minneapolis and St. Paul in suing the federal administration.

4. Community & Economic Support

- **Humanitarian Aid:** Allocate city funds to non-profits (like VEEP) and churches to assist residents in crisis with food and rent.

- **School Security:** Requests for the city to organize higher security and a more organized response to protect schools and daycares.
- **Economic Impact Study:** The city should analyze the cost of lost businesses, lost workers, and the long-term economic depression caused by these policies.

IMPACT ANALYSIS - THE CURRENT STATE OF RICHFIELD:

The testimony highlights that the community is experiencing impacts akin to a "COVID-level economic depression" and severe psychological trauma.

- **Public Health Crisis:** Residents described the situation as a public health threat. Children are missing school due to fear, and mental health is deteriorating. One resident noted, "None of us knows what safety feels like anymore".
- **Economic Fallout:** Local businesses are closing or reducing hours. Residents are afraid to go to grocery stores or work, impacting the local economy.
- **Safety of Minors:** There were multiple reports of ICE agents surveilling schools and daycares. One parent noted their "white passing" child feels the need to hide their heritage to avoid arrest.
- **Target Incident:** A specific event at the Richfield Target, involving the detention/abduction of two teens/employees, was cited repeatedly as a flashpoint of terror and evidence of the lack of safety for all citizens.

DRAFTS FOR POTENTIAL RICHFIELD EMERGENCY ORDINANCE:

Based on the specific legal mechanisms cited by residents in the open forum notes, I have drafted the following Emergency Ordinances. These drafts cite the City Code and specific requests and justifications provided by residents in Open Forum, and focus on the following topics:

1. **Appendix A, Section 3.06 and City Code, Chapter 13, Section 1305.25(s) to create a legislative barrier against federal enforcement staging on public land.**
2. **Resolution Enacting a Temporary Moratorium on Evictions Due to Civil Emergency**
3. **A Resolution Terminating the Use of Automated License Plate Readers (FLOCK Safety Systems)**
4. **A "Communication Plan" for the City Council to present these requested ordinances to the public, as requested by residents who have called for transparency and regular status updates.**

DRAFT 1: Emergency Ordinance No. [2026-XX] - An Ordinance Prohibiting the Staging of Federal Enforcement Vehicles on Municipal Property

PREAMBLE

WHEREAS, under **Appendix A, Section 3.06** of the Richfield City Charter, the City Council is empowered to enact emergency ordinances necessary for the "immediate preservation of the public peace, health, morals, safety, or welfare"; and

WHEREAS, the City Council finds that the current presence of Immigration and Customs Enforcement (ICE) has created "fear and chaos" which constitutes a "serious public health threat" and is jeopardizing the safety of residents, workers, and children; and

WHEREAS, the community is experiencing "COVID-level economic depression" with local businesses forced to close or limit hours, creating a negative economic impact on the city; and

WHEREAS, the "public peace" and "welfare" are further compromised by children "missing school" and residents being unable to access essential services like grocery stores due to fear of detention; and

WHEREAS, City Code, Chapter 13, Section 1305.25(s) explicitly authorizes the Council to issue resolutions prohibiting or limiting the "stopping, standing or parking of vehicles" on any public property, including parks, playgrounds, and school grounds;

NOW, THEREFORE, THE CITY COUNCIL OF RICHFIELD ORDAINS:

SECTION 1: DECLARATION OF EMERGENCY The City Council hereby declares an emergency exists requiring immediate action to preserve the public peace, health, and economic welfare of the community.

SECTION 2: PROHIBITED CONDUCT ON PUBLIC PROPERTY Pursuant to City Code Section 1305.25(s), no vehicle owned, leased, or operated by federal immigration enforcement agents shall stop, stand, park, or stage operations on any public property within the City of Richfield. This prohibition applies specifically to:

- Municipal parking lots;
- Public parks and playgrounds;

- School grounds (where city jurisdiction applies); and
- Any other marked and improved parking areas on public property.

SECTION 3: SIGNAGE AND NOTICE City staff are directed to conspicuously post prohibition or limitation signage in applicable parking areas immediately, as required by **City Code Section 1305.25(s)**.

SECTION 4: VIOLATIONS AND PENALTIES Any person or entity found in violation of this ordinance shall be subject to a fine/fee to be determined by the City fee schedule, intended to recoup the costs of signage and enforcement.

SECTION 5: EFFECTIVE DATE This ordinance is adopted by a unanimous vote of the Council Members present. Prosecution based on this ordinance may commence 24 hours after publication, or immediately upon "actual notice" of the ordinance's passage provided to the person charged.

DRAFT 2: Emergency Resolution No. [2026-YY] - A Resolution Enacting a Temporary Moratorium on Evictions Due to Civil Emergency

PREAMBLE

WHEREAS, residents have testified that the community is experiencing a crisis comparable to "COVID-level economic depression," with businesses closing and employees unable to attend work due to fear of federal enforcement activity; and

WHEREAS, many families are currently "in crisis" and are being forced to choose between personal safety and working to pay bills, leading to housing instability; and

WHEREAS, maintaining housing stability is critical to the "public health" and "safety" of the community, particularly when families are already "sheltering in place" to avoid trauma; and

WHEREAS, community members have explicitly called on the Council to "legislatively step in to protect families" by signing an eviction moratorium to keep residents housed while "ICE is terrorizing our streets"; and

WHEREAS, displacing residents during this period of heightened federal enforcement would exacerbate the humanitarian crisis and potentially expose vulnerable families to further danger.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF RICHFIELD:

SECTION 1: TEMPORARY MORATORIUM The City Council hereby declares a temporary moratorium on the execution of eviction judgments for non-payment of rent within the City of Richfield. This moratorium applies to all residential tenants who have experienced a loss of income or inability to work directly related to the current civil emergency and federal enforcement activities.

SECTION 2: DURATION This moratorium shall remain in effect for a period of [90] days, or until the City Council declares that the current public safety and economic emergency has subsided, whichever comes first.

SECTION 3: REQUEST FOR STATE ACTION The City Council further directs the City Manager to formally petition State Representatives to pass an emergency budget providing stimulus checks or rental assistance to residents in crisis, as suggested by community testimony

DRAFT 3: Resolution No. [2026-ZZ] - A Resolution Terminating the Use of Automated License Plate Readers (FLOCK Safety Systems)

PREAMBLE

WHEREAS, the City of Richfield currently utilizes FLOCK Safety camera systems for mass surveillance; and

WHEREAS, residents have expressed deep concern that these cameras are being "leveraged by ICE" as a key data point to track and abduct neighbors; and

WHEREAS, despite assurances from the Police Department regarding data privacy, residents cite conflicting reports (such as from the ACLU) suggesting that data sharing with federal agencies often occurs regardless of local policy, potentially violating the 4th Amendment; and

WHEREAS, the continued operation of these cameras is viewed by the community as "aiding and abetting" federal enforcement actions that contradict the City's values and public safety goals; and

WHEREAS, there is a clear and repeated public demand to "remove the cameras" and "get rid of them immediately" to restore privacy and trust.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF RICHFIELD:

SECTION 1: TERMINATION OF USE The City Council directs the City Manager and Chief of Police to immediately cease the operation of all FLOCK Safety Automated License Plate Reader (ALPR) systems within city limits.

SECTION 2: CONTRACT CANCELLATION The City Manager is authorized and directed to provide immediate notice of termination for any contracts associated with FLOCK Safety systems, in accordance with the termination provisions of said agreements.

SECTION 3: DATA PURGE To ensure the safety and privacy of all residents, any historical data collected by these systems and stored by the City or its vendors shall be permanently purged, except where preservation is required by ongoing criminal investigations or state law.

SECTION 4: PROHIBITION ON SHARING Until such systems are fully removed, the Richfield Police Department is strictly prohibited from sharing any ALPR data with federal immigration enforcement agencies, consistent with the City's non-cooperation policies.

DRAFT 4: Communication Plan

To address the community's request for transparency and "regular updates," here is a structured Communication and Leadership Plan. This plan is designed to restore public trust, provide actionable safety information, and demonstrate visible leadership from the City Council and Mayor.

City of Richfield: Community Protection Communication Plan

1. Immediate "Crisis Dashboard" & Transparency

Residents expressed frustration over the lack of information regarding enforcement activities. The city should establish a dedicated digital and physical presence for updates.

- **The "Daily Brief":** Commit to a daily or weekly "Richfield Safety Update" via the city website and social media. Even if the update is "No known activity," it provides a baseline of communication.
- **Enforcement Tracking:** Create a public-facing (but privacy-protected) log of reported federal enforcement actions, staging areas, and incidents to help residents navigate the city safely.
- **Multi-Lingual Alerts:** All communications must be issued simultaneously in English and Spanish, utilizing SMS alert systems for rapid-response information.

2. Visible Leadership & Presence

Speakers at Open Forum on Jan. 13, called for the Mayor and Council to be physically present and vocally defiant.

- **The "Mayor's Walk":** Scheduled, visible presence by the Mayor and Council members in high-traffic areas like the 66th St. Corridor, local grocery stores, and outside schools during drop-off/pick-up times.
- **Public Condemnation:** Issue a formal "Statement of Values" from the Mayor's office explicitly condemning the "terror" and "civil rights violations" occurring in Richfield, moving beyond neutral language.

3. Resident Safety & Rights Education

As suggested by residents at Open Forum on Jan 13., the city should lead the effort in educating the public on their rights when facing federal agents.

- **"Know Your Rights" Town Halls:** Host weekly workshops at the Community Center in partnership with legal non-profits to explain what to do during a "warrantless search" or "abduction."
- **Laminated Rights Cards:** Print and distribute city-vetted "Know Your Rights" cards that residents can present through a closed car window to federal agents, emphasizing the city's non-cooperation policy.

4. RPD Integration & Accountability

To bridge the gap between the police department and the community:

- **Chief's Weekly Briefing:** The Police Chief should provide a public report on any interactions between RPD and federal agencies, specifically confirming that no city resources (like FLOCK data) were shared.
- **Documentation Hotline:** Establish a non-police city hotline for residents to report "unsafe speeding," "illegal window tints," or "harassment" by federal vehicles, which city staff can then use to build a legal case for the Emergency Ordinance enforcement.

Summary of Council Priorities (Visual Flow)

The following diagram illustrates the workflow for how these suggestions move from community testimony to executive action.

Strategic Action Timeline

Timeframe	Action Item	Stakeholders
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Timeframe	Action Item	Stakeholders
Immediate (24-48 hrs)	Pass Emergency Staging Ordinance; issue first "Daily Brief."	Council, City Attorney
Short Term (1 week)	Deactivate FLOCK cameras; start "Know Your Rights" workshops.	RPD, IT Dept, Non-profits
Mid-Term (2 weeks)	Enact Eviction Moratorium; launch the "Mayor's Walk" initiative.	Council, HRA, Mayor
Ongoing	Petition State for Stimulus; track federal civil rights violations.	City Manager, Leg. Liaison

SOURCES

OPEN FORUM COMMENTS/ SUGGESTIONS:

1. Heidi Gaibor

- DHS/ ICE is held to no standards or accountability
- Cites a neighbors account of unsafe speeding in residential neighborhood streets
- We are seeing:
 - Firearms aimed in / chemical sprays discharged into vehicles
 - Snatching youth and adults, even citizens as we saw at Target
 - Fabricated scenarios used by ICE/ DHS leadership
 - Local businesses forced to close – great impact on the local economy
 - Children missing school and missing out on the education they deserve
- "ICE is unneeded and unwanted here"
- Questions for the Police Dept:
 - Are vehicles being stopped/ ticketed for improper use of license plates, no plates at all?
 - What about vehicles with illegally tinted windows?

2. Birgit Johnson

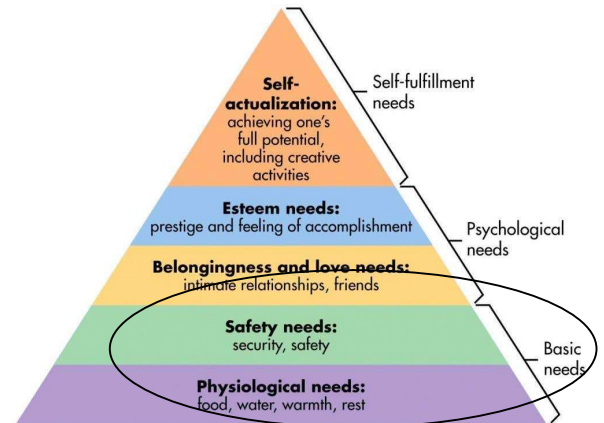
- A German immigrant to Richfield, speaking on the great responsibility that comes with a dark history as she experienced in Germany.
- Very troubled by the rhetoric that strength matters, and humanity is weak. Paired with immigration enforcement adopting a military look and operation style that imposes war-like methods on the people. Our immigration system has been broken for a long time. That has been true during republican and democratic administrations.
 - Agriculture has used migrants for decades if not longer. So have other service-based occupations. Powerful people and corporations have always exploited minorities to profit themselves.
 - US needs immigration to survive and have a rich, diverse country because of the immigrants here.
- Wealth disparity is one of the largest contributors to crime. Richfield Police Dept should be investigating ALL crimes. Not selective to immigrant or non-immigrant offenders. They should not be involved with immigration – *they must* have the trust of the people.
 - How would it have looked if RPD was involved in dragging the local youths from the Richfield Target?
- We need to build a better union, but it must not be built in fear. "Cruelty is not conservative. Treat people like people!"

3. Simon Trautmann Cordova

- Resident and an attorney, former City Council member now running for state senate
- Calling out for the record that our community is experiencing COVID-level economic depression and impact
- Urging the Council to use our tools to document these cruel policies that are causing harm to immigrants.
- Pointing out that even folks with legal status are being detained unlawfully
- Asking the public to continue to patronize small, immigrant owned businesses in these difficult times.
- "Consider the actions of our trump-appointed, former acting US Attorney and his colleagues – they considered whether and what ICE was asking them to do and they said, NO MORE. We do not trust them, we do not believe them and their betting with their careers."

4. Ashley Daniels

- High School Charter school teacher where most of the students identify as Somali American. She’s built and designed programs to reduce barriers for refugee students from around the world.
- Here to express my own anger, and the anger of students and families who are too fearful to be here today. Angry at republican lawmakers who push false information and a narrative that’s resulted in the terror we are seeing on our streets and led to the death of Renee Nicole Good.
- Students and families do not feel safe sending their children to school, with ICE emboldened to brutalize people regardless of citizenship. Businesses are closing, schools are being forced to go remote in some districts to protect kids. Families are still being forced to work to pay bills and get by.
- In my anger, I’m calling on local lawmakers to legislatively step in to protect families by:
 - Signing an eviction moratorium – keep families in crisis housed while ice is terrorizing our streets
 - Allocate city funds to non-profits, such as VEEP or churches that are able to help Richfield residents in crisis.
 - State Representatives to pass an emergency budget that would give stimulus checks to residents in crisis
- MN Is under attack and we need our elected officials to step up – Maslow’s hierarchy of needs dictates ‘psychological needs’, ‘safety and security’ as our most basic needs and foundation.
- Our immigrant neighbors make our community great. ICE is terrorizing and does not bring any benefit to the community.



6. Kathleen Balaban

- Comments concerning, Ordinance 10b. City Mgr asking that we approve a new Dept and Dir. Of HR.
- Budgetary concerns for taxpayers as this salary is not included in the approved 2026 budget.

7. Alicia Waters

- Has a deep care for public safety, public health and the welfare of our community.
- The presence of ICE has created fear and chaos – actively traumatizing residents, a serious public health threat, and is jeopardizing the safety of residents, workers and children. Some are unable to go to school, or jobs or store for groceries and necessities.
- Researching the Richfield City Charter –
 - Appendix A of the City Code, Chapter 3, [Section 3.06. - Emergency Ordinances.](#) states:
 - “An emergency ordinance is an ordinance necessary for the immediate preservation of the public peace, health, morals, safety, or welfare in which the emergency is defined and declared in a preamble thereto, and is adopted by a unanimous vote of the Council Members present. No prosecution will be based upon the provisions of any emergency ordinance until 24 hours after the ordinance has been published, unless the person charged with violation had actual notice of the passage of the ordinance prior to the act or omission complained of.”
 - - which we very clearly see a need for now.
 - Under City Code, Chapter 13, [1305.25. - Specific regulations: illegal parking and stopping.](#), part S allows the Council to issue a resolution to prohibit or limit the stopping, standing or parking of vehicle, whether attended or unattended:
 - (s) On any public property, including parks, playgrounds and school grounds and including marked and improved parking areas on public property during times when parking in such parking areas is either prohibited or is otherwise limited by Council resolution and such prohibition or limitation is conspicuously posted in the parking area;”
- Requesting the Council issue an emergency ordinance prohibiting ICE and other federal agents from using any public property under the city codes cited, for staging their raids or harassing or intimidating residents. And to enact a fee if this ordinance is violated so they can help pay for the signage.
- Our community is in crisis, because of the unlawful activities of ICE and you, City Council, have the power to do something to help protect *your* residents from having their civil rights violated.
- ICE has not only created a public safety issue, but they have created a public health issue and a negative economic impact in our city. Prohibiting ICE from using public property is something I believe you can do to ensure the future vitality of our community.

8. Courtney Kupsch

- Lives with hubs and 7/4 yr old daughters
- “At the last council meeting I attended I was advocating to keep a garden in my yard. Now I’m here advocating to exist and for our neighbors to exist in our community.”
- Her neighbors are afraid to take kids to school, or go to their jobs, or grocery store. ICE is illegally kidnapping, detaining and deporting our neighbors without a second thought.
- 1/3 of her daughters class is not showing up to school out of fear
- Daycare staff members caring for the other child are afraid for their lives and their loved ones – not because they are not legal citizens.
- Hubs is a teacher and teens in HS classes are dropping classes and extra curriculars due to fear.
- Legal status or not, it doesn’t matter to ICE or the current administration. Law and order does not exist, and accountability is not even an afterthought.
- Nancy Lyons “how do you survive a system that is no longer plays by the rules? This isn’t about politics, it’s about people. It’s about survival and none of us knows what safety feels like anymore.”

9. Landon McKay

- Heartfelt comments were very nice, but what I heard was a lot of thoughts and prayers.
- Lots of great recommendations I heard tonight that I hope you take up because people are scared, crying. Kids in neighborhood afraid to go to school. I am afraid and I’m a white guy. Hard to imagine what other members of the community are feeling.
- Not okay when you have nazi thugs running the streets, violating the constitution and laws. Abducting and beating up children from Target, then dropping them off, in the cold 2 miles away. When the police chief says “I can’t do anything,” that’s not acceptable and that’s not okay. We *have* to do something –
 - At the bare minimum, we have mass surveillance FLOCK camera systems in our city that are being leveraged by ICE.
 - I was assured by the RPD Chief that Richfield doesn’t share that data, but the ACLU says something different. Stating: PDs are violating the 4th amendment and are sharing this data [with ICE/ DHS] anyway.
 - Keeping the cameras up is aiding and abetting ICE.
- Asking you [Council] to be brave and to do some tangible thing. You can eliminate those cameras because they are being used and are a key data-point in tracking down our neighbors and abducting our neighbors. They are anti-privacy, anti-American, and it’s a minimal thing that we can actually do today, to save members of our community from being abducted.
- * Landon noted that he has shared information about FLOCK use with the Council previously via email.

10. Taylor Martin

- Family Law Attorney with very diverse clientele.
- We have seen ICE brutalize our citizens in this city and surrounding cities. Calling out the Target incident, driving unsafely in traffic and ramming vehicles, pulling people out of vehicles, kidnapping people and leaving their vehicles idle in the streets with smashed windows and cut seatbelts. Variety of other issues, she could go on for hours on the types of brutality we are seeing.
- Fact of the matter is, they are not following the rule of law. As an Attorney I understand there are limitations, but there are also things we can do to protect our community. It’s important that:
 - We demand a response from Target on what occurred at the Richfield location – they are silent and decline to comment which is a severe concern. Council should demand some sort of action from them.
 - Richfield Police – what are you doing to protect citizens? Will you stand there with us if we are legal observers trying to protect our community? Or are you going to support ICE and tear gas us, attack us? Like we have seen the local police do in the past with George Floyd and similar protests.
 - As others have said, they [ICE] are violating the law. There are things that you can arrest them for. Ex: vehicle window tint, any actions they are taking that violate our constitution, state and local laws, ordinances and regulations. They are still citizens whether they are acting in the capacities of a federal agent or not, they are breaking the law. Detaining them is the only thing that we can really do.
 - I ask our community, our officials and our police representatives, to do and take action. Until something happens, they will continue to attack us, harm us. Individuals and children are being harmed and killed. This is the only power we have against our government right now.
 - We can stand and legally observe, but they are lying and telling us we can’t.
- Door Dash driver escaped ICE and MPD incorrectly told the homeowner she would be charged with harboring a fugitive. This is incorrect.

- Our police should be informing the public what they can do and what their rights are.
- Make it clear that if we call RPD for assistance they will be there for us and not for ICE.

11. Coral Thacker 43.29

- Lives over on Nicolette
- Told a story about growing up with a racist in the home, mother sheltering that behavior in an predominantly immigrant town. Leaving at a young age to MN following Army service.
- Told another story about a friend, Buddy who'd been targeted by ICE recently and the impact it had on his mental health, and helplessness felt by friends and family.
- What do we do now to stop this federally funded racism and propaganda before it's too late before as we as Americans repeat the foulest history that our great-grandparents died for. It is really hard to come back to humanity and see people as people, or is this these so called agents in the so called administration just too far gone to where they themselves are not even human any longer. - Together, we must stand to denounce the division and to state unequivocally we are love and we are not afraid.

12. Jeff

- Demanding action - normal everyday citizens are doing way more than anyone else. They are out there patrolling the streets, trying to watch out for our neighbors.
- What is the city doing? Great suggestions mentioned tonight:
 - Eviction of moratorium. That'd be great for people that can't go to work, or their work is closed because of ICE. We have to do things like that.
 - Why do we have FLOCK cameras? Why do we have those in the first place? Get rid of them immediately. We should not have had this in the first place, awful invasion of privacy.
- We need action. We need real things. We need to get creative. I understand you can't do everything, but we need something. We don't need words. We need actual things, tangible things, to protect our people.

13. Ben Brown

- Fred Rogers mom said to him, when there's a catastrophe, look for the helpers. I think a lot of us have heard that, and we can really feel it. I'm so proud of our community and our surrounding communities. For all the helpers that are here, and they're doing so much, I want to do more as a helper. I hope everybody does.
- Told a story about a speaker at the last city council meeting who suggested that other residents should voluntarily deport themselves. He'd like to help those sour neighbors deport themselves out of MN to Canada.
- Speaking of our vulnerable neighbors, these people are our people. They're our community. We're all a community, whether you like it or not, whether I like it or not, we're all we have.
- What can the City Council do? There's a million ways you can help.
- *"You're special. There is no one quite like you. I always wanted to have a neighbor like you. I always wanted to live in a neighborhood with you. Would you please be my neighbor?" Fred Rogers*

14. Erika Klein

- We're talking to the government, and what can the government do?
- I work for state government, and I've worked in county government, and I actually know some of the things that government can do, they're important things, and they're valuable things.
- I think this government, the city government, can take a look at what this is costing the city. It's something that is in the power of a city to pursue, to look at what the economic costs are. We're losing businesses, we're losing workers, all of those entities pay taxes.
- We're also losing neighbors, and we care about those things, but this is the government, and what can the government do? What angle can the government look at? We can look at the economic cost to this community.
- What about the public health costs as well? Those have come up, and that's another interest that the government can pursue.
- Children are missing school. We cared about that during the pandemic, and we care about it. We care about it. Still, children are being traumatized. Adults are being traumatized as well. Children are being traumatized. What are the public health implications?
- Picture us a year or two, in the near future where this is behind us and we're looking back. What should we be doing differently as a city? How should we be adjusting our budgets? How should we be adjusting our services? We have to know what the cost, what the impacts are, in order to do those things

- I think that the city ought to focus on what governments do best.

15. Patrick Jones (reading a statement for John Suskakis)

- Clear since this President took office that his number one goal is to make sure, all of us, hurt as much as possible.
- The surge of ICE officers is one of those examples and has nothing to do with legal status. People are being stopped, searched and detained, sometimes violently, simply because of their appearance. As a person of Mediterranean descent, I'm mindful of this and always looking over my shoulder since ICE arrived here, even though I was born and raised in this country and I've lived here my whole life, it has nothing to do with families. It's not about public safety.
- Any escalation this type of governmental force on the street for any reason is going to increase tensions and the risk of violence. The administration is well aware of that, and that's what they're hoping for.
- The poor training of these officers, one who just murdered a woman from Minneapolis in cold blood is proof of this. It has nothing to do with protecting US jobs.
- How many of our local Richfield businesses now have limited hours or closed indefinitely due to ICE presence?

16. Concerta Lennon

- Echoing the comments and concerns of many others in this room about the ICE presence in our city.
- City Council expressed that the ability to help is limited as it pertains to the federal government. But will you do what you can do for us?
 - Will you remove the flock cameras?
 - Will you make it harder for them to track us and our neighbors?
 - Will you cite them for traffic violations?
 - Will you enact an eviction moratorium?
- Will you do everything you can do to help?

17. Barbara Amram

- Richfield resident for 66 years
- Frustrated about feeling, what can we do? But what can the council do?
 - The cities of Minneapolis and St Paul are suing the administration. What if many more cities in the state joined with them in that lawsuit? Could it be more effective and stronger?
 - Would like to see more use of the local paper for Council Members to express their views and persuade people about what you feel needs to be done.

18. Linda Petersen

- Never without her whistle - should never have to be going out with a whistle.
- This killing and many kidnappings which have taken place in our neighborhoods have now made our streets and lives less safe, not more.
- The terrorizing of our families, friends, coworkers has to stop. People are afraid to go to work because they're not white and they talk with an accent. They now have targets on their backs. These are members of our community. Community takes care of our own, but what can be done when there are more invaders than residents?
- I hope to see a rental moratorium. FLOCK camera removal, and something to make our neighbors safe again.

19. Alicia Tackes

- Speaking from the heart - we've had more than enough thoughts and prayers.
- Speaking about deep family roots in Minnesota going back over 140 years, and other side of my family comes from Germany. Grew up with stories of WW1 and WW2 experiences, lessons that were big for a little girl to understand - the impact, how things moved so fast, how people could see their neighbors being terrorized, tormented, killed, shipped off, etc.
- Past few months here in Minneapolis, we've seen so many similar things happening. It's great to see the community stand up, speak out, show up here tonight. Asking the Council to do what is right - need to do more. We need to take all these suggestions that folks have raised tonight and really look into them and take action.
- "Terrible things are happening outside. Poor, helpless people are being dragged out of their homes. Families are torn apart. Men, women and children are separated. Children come home from school to find that their parents have disappeared." Diary of Anne Frank from January 13, 1943. The same date we're on today, just a handful of years later.

20. Joanne Ehren Dahlquist

- Resident of 34 years
- Richfield has changed a lot, and it has not changed at all. It's the reason she decided to move here and live here, because of the richness of the community, the real feeling, of the urban hometown. All the benefits of being in the city.
- It is horrible what's happening. Came tonight with a note written while sitting in the parking lot of a grocery store, watching the Richfield police department a couple of its officers talk to somebody in the car. Unmasked, uniformed, marked cars calm, following a procedure- totally legit. It's not what the people who are calling themselves ICE are doing in our community.
- I want to know is that our police department in Richfield and everybody who works for the city of Richfield is doing everything they can to uphold the real rule of law, the actual rule of law, and protect my family, me and my wider community.

21. Megan Fatheree

- Would like to see ICE out of our community. Never felt as unsafe for self and neighbors as right now, and it's because of federal law enforcement activity in our community.
- Recognizing that's a privilege to not have felt this terrorized before. Its impacting mental health for her and neighbors, ability to participate in the economy, and to just be present.
- Really impactful to see neighbors helping neighbors, and coming together and just raising our voices. Thank you to the Council for everything you're doing, and implore you to do everything you can to stand with us.

22. Matt Anderson

- Past week alone, we've all seen the illegal actions that have happened against our neighbors, including, most notably, the two teenage target employees, kids in our city.
- "When you watch some of your neighbors hastily pack their lives into two suitcases and a few garbage bags, flee their home in their pajamas, when you spend an entire drive listening to the fearful sobs of a young girl, you never forget it. And I pray that no family ever has to experience what that family did. And yet, I know that their story will be repeated tomorrow and the next day and the next, often in ways that are far more traumatic and far more violent."
- Peak ICE surge in Chicago a few months ago was roughly 650 ICE agents, today in the Twin Cities 2000 soon to be 3000. This is about escalation in every single way, escalation in numbers, escalation in intimidation, escalation of violent attacks.
- Until we say clearly, and publicly and act courageously in ways that demonstrate that this kind of fear has no place here and ICE presence is not permitted these stories will continue.
- "We must realize that not only is fascism a threat to the future of our nation, it has landed on our very doorsteps, literally."
- Former pastor of 20 years, tried to build the ethic of life on a love for neighbors, regardless of one's faith affiliation or lack thereof. "I just ask that every one of us here continue to love our neighbors, love them really, really well, even if and as it comes at our own expense."
- Our city is on edge. We can see that much of what ice is doing here is patently illegal, and virtually all of what they're doing here is intentionally dehumanizing and terrorizing. Asking that as a city, we do all that we can do to reinforce the message that our immigrant neighbors are welcome here and that ICE is not.
 - Continue to ask that our city's leaders, "heed some of the fantastic, actionable items that have been proposed here tonight, continue to use whatever mechanisms and resources you have at your disposal to thwart ICE's efforts to harm our neighbors and tear apart our community, while also using every mechanism and resource you have at your disposal to both protect and support our immigrant neighbors, at their homes, their schools, their businesses and their places of worship."

23. Jim Reilley

- Referencing the January 8 illegal abduction and detention of two American citizens by customs and border protection officials at the Richfield target which placed our city at the center of recent federal enforcement actions in Minnesota. Asking our mayor, City Council and public safety leaders to formally condemn what is occurring across Minnesota and to take direct action to protect all Richfield residents who are here legally.
- Daughter attends daycare in Richfield. Many of the staff are foreign born and are in this country with legal status and valid work authorization. Despite this, daycare staff are continuously terrified of being unlawfully detained by ICE and disappeared. In response, parents at our daycare have organized to protect these educators and these and staff. Observers on site, from early morning through the evening to make sure that everybody gets to work safely and gets home safely. Providing rides to and from work, organizing food banks to support for staff, for staff families who are too frightened to leave their homes to shop. We shouldn't have to do this in in the United States of America, but this is the reality we are facing now.
- Asking the mayor and City Council to take the following actions:

- First, allocate city staff to compile a public record of all ICE enforcement actions, detentions and arrests within Richfield, documenting who was detained, when and where it occurred, legal status of the detainee and the stated probable cause, with the goal of identifying tracking civil rights violations within our city for use in future lawsuits and prosecutions.
 - Second charge the Richfield police department to take direct action to prevent violations of law and civil rights by federal agents, including searches of private property without a judicial warrant or the detention or arrest of legal residents or US citizens.
- We are living in dark and uncertain times, but the strength of our community and the protections guaranteed by the Constitution of the Bill of Rights must and will prevail.

24. Hannah Riddle

- A mom and her son is “white passing.” He told me, “Mom, I have to hide my Latino so that ICE won’t arrest me.” For a mother, to hear that, and you can’t tell him he’s wrong. Your kids shouldn’t be afraid, but they are because their parents are being taken.
- Someone just came to stake out the daycares. She is on staff at a daycare and sits to watch for ICE from 7-9 o’clock every day for my friends and her staff, including husband, can come and go in peace. They [ICE] took a teacher, they told her that her car had been hit, and she left, then returned with handcuff marks. Very mad, but have to help.
- Was at Sam’s Club and a Somali woman’s car is sitting there, and this woman’s in tears, saying, they tear gassed her husband. Found this woman’s car filled with groceries, her phone, and finally someone helped open the car. Found her nephew, and they got the car back. “Every night, and I hope that she’s safe.”
- Patrolling kids school, note today that they were on lockdown. Doing what she can to help and even transporting kids home safely to their families.
- Allowing Councils hands to be tied while the other side is disregarding all the laws is a choice. Encouraging Council members to sit with that while the rest of us are showing up for our neighbors and trying to keep them safe.

25. Angela Alexander

- Resident and mother of an eight-year-old daughter, breast cancer survivor. That call that I got telling me you have cancer was one of the scariest moments in her life. Having ice come into our community and terrorizes people is the second scariest moment of her life.
- University of Minnesota Twin Cities grad. Studied in Buenos Aires Argentina in 2007 - human rights violations and the military state that inflicted terror on every citizen within Argentina. Sees similarities of what happened in Argentina with 30,000 disappeared individuals. Their family members still protest weekly demanding answers of where their loved one went.
- “If we do not stand up to our federal government, the fascist dictator in office who does not honor and respect our democracy or our Constitution, we will be the next Argentina. We will be the next South America living at Dirty War, fighting against our federal government.”
- Daughter attends a Chinese immersion school - ICE has scoped on her school. Parents now use the signal app, an encrypted communication channel to communicate, riding the bus morning and afternoon. Standing guard, handing out information on how to whistle and what those signals represent.
- “Daughter used to be afraid of monsters, and I wanted to tell her that those monsters weren’t real. The monsters are some of us humans that walk among us, stand up and fight for your rights, continue observing in a peaceful way. Do not incite violence, because this will continue to escalate. We are a target. Trump is targeting the state of Minnesota.” We are everything that conservative fascist right wings hate. Fight for your rights.

26. Sam

- Resident of Richfield and an educator.
- Our kids are scared. They’re unsafe. Kids are not coming to school. Our businesses are hurt. Doors are locked.
- Elementary students rushed in from recess because ICE was nearby. Kids had no idea what was happening. They were asking why their recess was being cut short – that is not what their school day should look like.
- Teachers are exhausted, trying our best. “It is not safe. It is a horrid reality that our government is working against us. It’s a horrid reality that we need to protect our children from our own government.”
- On Friday night, she and her husband were in a grocery parking lot where a woman was loading her car with groceries. There was four plus agents there surrounding her, another agent pulled into the parking lot, and sprayed her husband twice in the face with pepper spray after cutting him off from speaking. Then another agent turned to her and threatened to arrest for blowing a whistle. The elderly lady was being kidnapped. Four plus agents - that force was not needed. It was horrifying.

- Many ideas from our community members on what Council can do as our voted in leaders, but then Council is saying, there's not much you can do. Community members are putting their lives on the line. Literally. Teachers, social workers, principals, normal people going about their day, are putting their lives on the lines to help our community.
- There's more Council can do, tangible items you are able to do, and I would really hope you can try.

27. Mike Kuhs

- New resident, ~five months.
- Wasn't expecting to talk tonight, goal was to sit and listen, has never been to a city council meeting before.
- Thankful for everyone who came out and shared stories, everyone who did all of that research. Many great ideas, these aren't just suggestions, these are what we expect from our leaders. We expect Council to take these ideas seriously and respond to them.
- Now we have a record of all these great ideas, and expect every single one to be addressed, whether that's a press release, Facebook post, something show us more than "we're trying," tell us why you can/ can't do some of these things. We understand things are complicated and things are nuanced, but we at least deserve transparency. Would like to see item by item, a response to, if we're not able to carry out these great ideas, what is the hold up? What is stopping us? Believes everyone in this room would come up with any kind of resources we can to get over those

28. Heather Polivka

- Resident of 18 years
- Came to be more connected and know what's happening in the community. Agrees with the recommendations and the accountability.
- Doesn't have kids in school, had to seek out ways to help and show up for community members she doesn't even know.
- Ask of the Council is, can we mobilize our city government? What can we do to hold ICE accountable?
- We have a neighborhood captain who is communicating transparently, yet heard nothing from that communication channel about how to show up and support neighbors in the community.
- "That's the ask I have of you, is the proactiveness. Take this sense of community and love, and caring and concern and mobilize it. I think that would make a profound difference, and the city playing a strong role in that. I think would have us all feel connected to the heart that has us live here in the first place."

29. Christie Stjern

- No words prepared, was not expecting to speak tonight but felt compelled to do so.
- Thanks to everybody for speaking and for sharing suggestions, she wholeheartedly agrees with all the suggestions.
 - "we really need to do more, especially with the schools and the daycares."
- Has a son who is also in a daycare. To work at a daycare, you have to have legal status, that's just the facts. Even as such, she's never seen people so scared to come to work as the staff at their daycare – wonderful people who has served as the families 'village.' "It takes a village to raise a child, and they are a village, and to see them so scared, I have never been more angry in my life, and I think the other parents feel the same way of we need to do something to keep the daycares and the schools safe at a city level."
- Has been observing at local schools, it was just citizens showing up. We need to have a more organized response from the city, especially for the schools. Richfield public schools has shared a volunteer form with the public, as have local charter schools. We need higher security - you're the government, we need to do something more, especially for the schools in the daycares.

30. Amanda Foster

- New resident to Richfield since July.
- She and her wife moved from Alabama due to threats to their lives for being queer.
- Her mother is a Colombian immigrant, still in Alabama, and feels safer in Alabama than she does currently in Minnesota. Daily phone calls with her mother to reassure her of safety and "that the Gestapo has not come busted down my door yet."
- Wants to know what our City Council can do to keep us safe, "everybody who is like me, everybody who either looks Latino or is white passing like I am, because they're coming for all of us, and we want to know we're safe."
- "A lot of us moved up here for safety, and we're not safe anymore. I have to fear every night that I may not wake up in the morning in my own house that I may have been dragged out, or that perhaps my wife would have been just because we moved to Minnesota."
- Richfield has been a fantastic place; the community is amazing. It's outstanding, and it is because of all the different cultures that are blended here.

- We want to know the Council will do something, take all the advice that community members are giving, and hope that you do something to help us more than just words. Everybody is kind of stuck at the moment, but there's got to be something physical that can be done to keep us safe:
 - remove the cameras
 - help with the rent
 - help with the fact that there's a lot of people in the community that are unable to get groceries to survive.
- "Please just help us in some fashion."

EMAIL COMMENTS/ SUGGESTIONS – 9

1. Kristin Williams

I'd like to express my concern for the effect ICE and federal agents are having on our city and encourage the Council to take actions that will limit the harm they are causing. I have a child who attends Elementary - this has already been a scary school year, starting with the shooting at Annunciation. When I imagined what raising a child would be like, I would never have expected to worry about federal agents threatening our schools' safety. My daughter is scared of what could happen to her or her friends, despite my best efforts to comfort her. I worry about the scenes I've seen on video around our state and in our community the last few weeks and how seeing something like that, even if she is not involved, could affect her.

Additionally, particularly after seeing videos like the one filmed at our local Target this week and hearing how observers have been harassed and threatened by these agents, I'm interested to know if there's any role the police or city could have in protecting residents and people's constitutional rights? My understanding is that they've declined involvement in past incidents. Is there an official policy regarding this and if not could one be created?

Thank you, Kristin Williams

2. John Grabow

Hello, My name is John Grabow and I have been a resident and Richfield homeowner for 38 years. I want to go on record that I support the immigrant population in Richfield and the surrounding Minnesota areas. I know several immigrants personally and know them to be honest, hardworking people who are doing their best to raise their families while being excellent neighbors.

The actions of ICE and other federal departments has caused great fear and chaos in Richfield and the Twin Cities. People are afraid to go to work; to shop for groceries; to send their children to schools. Their stated goal to deport only criminals would be acceptable if that was their ONLY goal. In reality, they are focusing their attention on Latino and Somali immigrants only.

They are not following the constitution which requires judicial warrants before apprehending people on the streets. This should not be happening. Immigrants make Richfield a strong, vibrant community. I ask the Richfield city council to support these residents and to do everything in their authority to stop ICE from these illegal actions.

Thank you for your time. John Grabow

3. Nick Trautner

Why will Richfield police not intervene to protect Richfield citizens from assault predicated by ICE/DHS. Schools and business are closing. Simply not working with them clearly hasn't helped.

4. Denise Dykeman

Mayor and Council Members, My name is Denise Dykeman and I am a new resident of Richfield. My husband and I chose to move here intentionally because Richfield offers something rare: the closeness and accountability of a small-town community combined with the diversity and vibrancy of a major metropolitan area.

I am deeply concerned about the impact that recent federal immigration enforcement actions are having on our community.

You are all aware of the incident at the Richfield Target, where federal agents detained two young US citizen workers in a public parking lot. That event did not happen in isolation. It has contributed to a climate of fear in which Richfield families are sheltering in place, avoiding work, school, worship, and public life because they fear encountering ICE. My husband and I have met some of these families personally.

This fear is not hypothetical. Just days ago, citizen Renee Nicole Good was killed by an ICE agent during an enforcement operation in Minneapolis. Regardless of the outcome of investigations, the fact that a federal immigration action ended in the death of a community member has had a chilling effect across the metro — including here in Richfield.

The result is that people are no longer exercising basic freedoms. Some Residents are afraid to assemble, to protest, to speak out, or even to be present in public spaces. That is a loss of First Amendment freedoms, and it affects the entire community, not only undocumented residents.

I also want to underscore an important legal point that is often lost in public discourse: being undocumented is a civil immigration status issue. In most cases, it is treated as a misdemeanor or a civil violation — not a violent crime. Enforcement tactics that

resemble criminal manhunts or military operations are *wildly disproportionate* to the underlying legal issue and deeply damaging to community trust.

I am not asking this council to control federal policy. I am asking for local leadership. Specifically, I urge the Council to:

- Publicly acknowledge the fear these enforcement actions are causing in Richfield
- Clearly communicate what the City knows — and does not know — about ICE activity here
- Affirm that Richfield stands for civil liberties, due process, and the safety of all residents
- Create space for public dialogue so residents can ask questions and receive accurate information about, among other topics, their rights, and how Richfield police are responding,

I moved to Richfield because I believed this city values both community and diversity. Moments like this are when those values must be made visible — not just in words, but in leadership. Thank you for your time and for your service to this community.

Respectfully, Denise A. Dykeman Esq. Richfield MN

6. Kathy Maltry

To the Richfield City Council –

My name is Kathryn Maltry, and I live in Richfield. I moved here in 2021. I was happy to be a part of Minnesota, and proud to be part of the Richfield and Minneapolis community. Over the past few months and especially the last week, I have seen this community and my neighbors be threatened by federal agents regardless of their legal status, be subjected to racial profiling and fear tactics, and be physically harmed while those performing that harm hide behind their masks and the shield of being a federal agent.

I do not want to be part of a community that sits back and allows this to happen. I want to be part of a community that fights like against the injustices being perpetrated against its members. I want to be part of the community that supports its neighbors. I want to be part of a community that looks on in horror at the kidnapping of two teenage boys from a local Target, of the shooting of a mother in the face, of the brutalizing of US citizens for exercising their first amendment rights and protesting and says "no more." I encourage every member of this council to do everything in their power to protect and support every member of our community, whether they are here legally or not. Because if a single one of us is able to be detained, to be dragged away without a warrant or the ability to contact our families or to have access to legal representation, to be denied due process as is our right under the law, then none of us do.

I thank you for your time. Kathryn Maltry

7. Pam Simon

Dear Mayor Supple and Members of the Richfield City Council,

I'm writing as a community member who cares deeply about Richfield and about how our local leaders show up for residents during moments of fear and uncertainty.

I am aware of the statement issued by the City clarifying that Richfield police do not enforce federal immigration laws. While that clarification is important, it does not feel sufficient given the level of fear, confusion, and distress many residents are experiencing right now. What feels most absent is visible, ongoing leadership, not just a single statement, but continued presence, communication, and reassurance.

When leadership is quiet or distant during moments like this, it can unintentionally create the impression that nothing is being done, even if work is happening behind the scenes. Right now, our community needs to see and hear how the City and the Mayor are actively supporting residents, advocating on their behalf, and responding to the real human impact of recent federal enforcement activity in and around Richfield.

I'm asking for more visible engagement, such as:

- Regular public updates or statements acknowledging community concerns
- Opportunities for residents to be heard through town halls or listening sessions
- Clear communication about what support, resources, or advocacy efforts are underway - A continued affirmation that all residents deserve safety, dignity, and care

This is not about jurisdiction or legal authority, it's about leadership, trust, and reassurance. People are looking to their local leaders for calm, compassion, and clarity during a difficult time, and ongoing communication would go a long way toward restoring that trust.

Thank you for your time and for considering how greater visibility and engagement could help our community feel supported right now. Pam Simon

8. David Bipes

MIRA, a Latino outreach non-profit operating in Richfield since 2003, just cancelled our 9th annual Three Kings Festival planned for Saturday, January 10, 2026.

DATED: January 27, 2026

Last year we hosted over 300 people. We wrapped gifts for hundreds of children - gifts carefully chosen by age and bundled together by family. Our mayor helped families do art projects. The police handed out free sleds and saucers. We ate rosca, popcorn, drank hot chocolate. We talked to people from over 35 agencies around the cities.

This year we cancelled out of fear for our children. Terrorists paid for with our tax dollars are kidnapping people off our streets. We were afraid that people would want to bring their kids out even if it wasn't safe.

People across Richfield, people across the city, people across the state and country are pushing back against ICE. I encourage our city council to do everything in their power to push back against ICE in every way possible.

David Bipes

9. Estefany Vergara Zuniga

Good afternoon:

I am writing in advance of the City Council meeting today. I will not be able to attend but wish to speak on the presence of ICE in Richfield. Firstly, I am so proud of all the efforts that have been organized to create a safe space for many of our neighbors. Thank you to those who consistently show up and volunteer their time.

Unfortunately, I am still deeply hurt and disturbed by the divide in our community. We need to come together as a community. This is no longer a political, controversial or taboo topic. This issue is a human issue. A U.S. Citizen was dragged out of OUR Target, thrown onto concrete floor, and was dropped off a few hours later at a random location (near Walmart). He was carrying his passport and working. He was punished because he dared show up to work brown. This is gut-wrenching. Everyone I love feels forced to carry their passports and anxiously wait for texts that confirm a loved one made it to their destination safely.

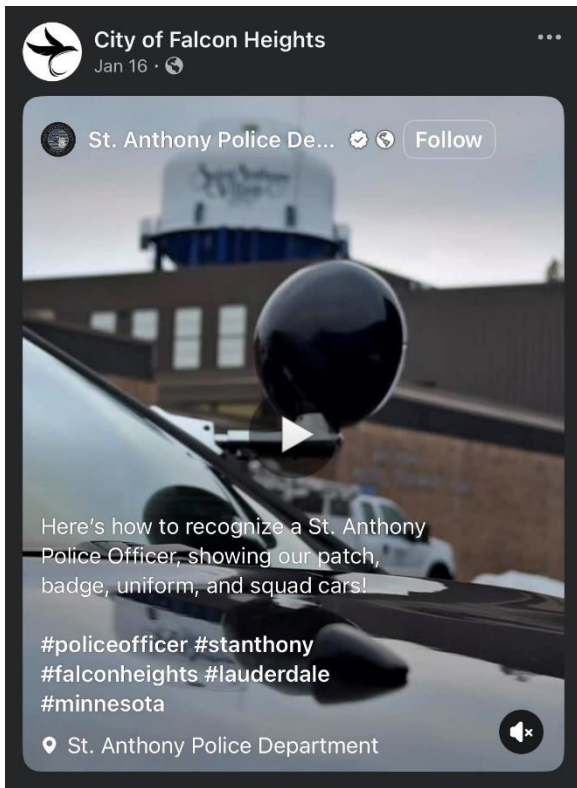
We are tirelessly showing up for our family and friends that feel too vulnerable to even do this. This is not fake news or a hoax. These federal agents do not have the proper training and yet are given immunity to treat us however they feel is right. I believe this will get worse before it gets better. There is no world where risk of deportation excuses mistreatment, disappearance, kidnapping, and death. There is no world where ICE agents should be showing up to schools and detaining CHILDREN.

I urge the City Council and our community leaders to:

- Stand in solidarity with immigrants and all residents who feel vulnerable, marginalized, or unsafe.
- Advocate for transparent investigations and accountability measures that protect civil rights and human dignity.
- Support and fund local resources and community programs that provide basic necessities to families in need.
- Recognize, acknowledge, and condemn the terror that ICE has created in our city.

Please help to get ICE out. Thank you!

DATE: January 16, 2026



DATE: January 27, 2026





How You Can Help

If you are interested in supporting the people in our community during this time, below is a list of local organizations in need of support:

- Falcon Heights Elementary PTA Family Support Drive**
→ Collecting non-perishable food, personal care products, and toilet paper for families in need. Cash donations will be appreciated. All money donated will be converted to grocery gift cards for families in our community who express need, or to purchase grocery items for a district food bank.
- Brimhall Elementary PTA Community Care & Support Fund**
→ Raising funds to help provide direct support to families in need within our school community. Donations will be used to assist with essential needs and to offer relief and stability.
- Roseville Area Schools Food & Personal Products Drive**
→ From January 21-30, every school and building in Roseville Area Schools will have a collection bin in its main office to support the Roseville Area Schools Food Shelf.

Contact Your Federal Representatives Below:

U.S. Representative Betty McCollum (4th Congressional District)
• Call 202-225-6631 (Washington D.C. Office)

DATE: January 14, 2026
January 14, 2026

DATE:

City of Roseville, MN
Jan 14 · 🌐

The Roseville City Council listened to four hours of impassioned public comment on Monday about the recent surge in activity by U.S. Immigration and Customs Enforcement and Department of Homeland Security in Minnesota.

The Council directed the city attorney and staff to research possible restrictions of DHS, ICE, and associated agencies regarding the use of City resources, including property, staff, and data.

The City Council will convene a special meeting at 6 p.m. on Thursday, January 22, 2026, to discuss staff findings and consider policies, ordinances, and other actions related to immigration enforcement in our community.

In 2017, the Roseville City Council passed resolution 11435 adopting the police department policy that prevents police officers and other city employees from inquiring about a person's immigration status, unless it's related to a criminal investigation and prohibits the Roseville Police Department from conducting civil immigration enforcement.

Official Roseville Police Department policy states: "all persons are equally entitled to protection and that all persons should be able to access police services without regard to their immigration status."

City of Roseville, MN
Jan 14 · 🌐

Regardless of your immigration status, you have guaranteed rights under the Constitution. Learn more about your rights as an immigrant and how to express them.

YOUR RIGHTS

- You have the right to remain silent. If you wish to exercise that right, say so out loud.
- You have the right to refuse to consent to a search of yourself, your car or your home.
- Regardless of your citizenship status, you have constitutional rights.
- You have the right to a lawyer if you are arrested. Ask for one immediately.
- You have the right to record police actions as long as you do not interfere with their activities and are not breaking any other law.

REDUCING YOUR RISK IF STOPPED

- You are not responsible for de-escalating police.
- Do stay calm.
- Do keep your hands where police can see them.
- Do not interfere with or obstruct the police.
- Do not lie or give false documents.
- Do prepare yourself and your family.
- Do remember the details.
- Do file a written complaint or call your local ACLU if you feel your rights have been violated.

Learn more at the [ACLU](#) website:

The City of Roseville is a multicultural community of 36,000 that nearly doubles in size each day as regional employees and residents move to the area.

The city is guided by a set of core values that ensure community dignity, transparency, and accountability. Our decisions, services, and policies reflect these values and ensure that all who live, work, and visit the city remain safe and secure.

WHAT IF I'M STOPPED BY THE POLICE OR ICE?

KNOW YOUR RIGHTS

aclu-mn.org
What If I'm Stopped by the Police or ICE? - ACLU of Minnesota

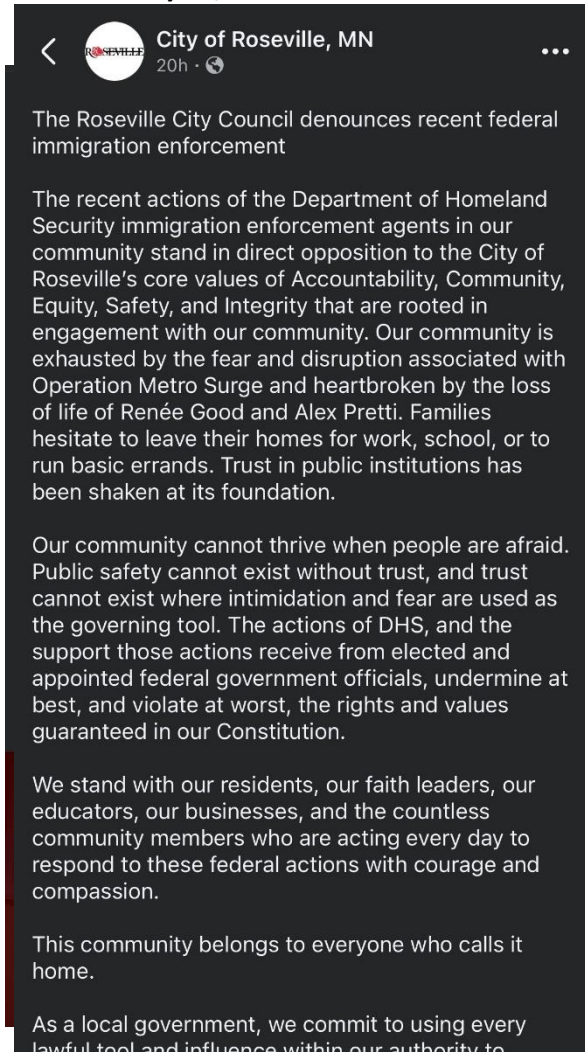
Read more at [newsflash/home/detail/3162](https://www.rosevillemn.gov/newsflash/home/detail/3162)

DATE January 14, 2026

DATE January 27, 2026



DATE: January 27, 2026



(continued below...)



OPEN FORUM
REGISTRATION CARD

Date 1-27-26

Name CORAL THACKER

Richfield Resident? YES / NO

Email [REDACTED]

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

Topic New Government Policies

Comments I have more of an artistic/political/
humanitarian message for the council
to consider this time. Thank you

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 1/27/26

Name Ashley Daniels

Richfield Resident? YES / NO

Email [REDACTED]

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

Topic ICE in our community / call to action

Comments

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.**

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**OPEN FORUM
REGISTRATION CARD**

Date _____

Name Bitgit

Richfield Resident? YES / NO

Email 

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

Topic Say something

Comments

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.**

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OPEN FORUM
REGISTRATION CARD

Date 1/27/26

Name Travis Mord

Richfield Resident? YES / NO

Email [REDACTED]

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

Topic ICE concerns

Comments I would like to speak on repair to the community
After damage by ICE activities.

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.**

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**OPEN FORUM
REGISTRATION CARD**

Date _____

Name Brianna Darling

Richfield Resident? YES / NO

Email _____

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

Topic federal operation in MN

Comments Here w/support & love for our
immigrant community

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.**

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**OPEN FORUM
REGISTRATION CARD**

Date 1/27/2024

Name Nicole Cleland

Richfield Resident? YES / NO

Email [REDACTED]

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

Topic ICE in our community

Comments

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.**

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OPEN FORUM

REGISTRATION CARD

Date 1-27-26

Name PATRICK JONES

Richfield Resident? YES / NO

Email _____

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

Topic Public Forum

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 _____

Name Geoff R

Richfield Resident? YES / NO

Email _____

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

Topic _____

Comments

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OPEN FORUM
REGISTRATION CARD

Date 9/27/20

Name Michael Fulton

Richfield Resident? YES / NO

Email [REDACTED]

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

Topic ICE operations in Richfield

Comments

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.

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OPEN FORUM REGISTRATION CARD

Date _____

Name Laura Miller

Richfield Resident? YES / NO

Email [REDACTED]

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

Topic General

Comments _____

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.**

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OPEN FORUM

REGISTRATION CARD

Date 1/27/26

Name Ben Brown

Richfield Resident? YES / NO

Email _____

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

Topic concerns with ICE at schools

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.**

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Comments



**OPEN FORUM
REGISTRATION CARD**

Date 1/27/26

Name Alicia Waters

Richfield Resident? YES / NO

Email _____

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

Topic _____

Comments

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OPEN FORUM REGISTRATION CARD

Date _____

Name JOHN GRABOW

Richfield Resident? YES / NO

Email [REDACTED]

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

Topic _____

Comments _____

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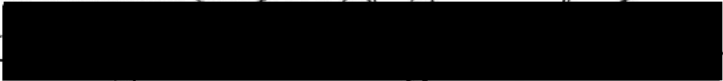


OPEN FORUM
REGISTRATION CARD

Date _____

Name Theresa Guthrie

Richfield Resident? YES NO

Email 

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

Topic 1CK

Comments Had my picture taken - still shaking
162 OUT, Noem impeached, G. stein files
released, Jack Smith's 2nd invest. released,

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.**

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From: Denise W [REDACTED]
Sent: Tuesday, January 27, 2026 12:45 PM
To: Michelle Friedrich <MFriedrich@richfieldmn.gov>
Cc: Richfield Indivisible [REDACTED]; Ellery Dykeman [REDACTED]
Subject: Richfield city council meeting comment

Dear Council Members,

Thank you for the opportunity to provide comments today. I come before you deeply concerned—not only as a resident of Minnesota, but as someone who has witnessed first-hand the fear and trauma caused by recent federal immigration enforcement activities in our state.

Over the past several weeks, Minnesota has experienced two tragic, unjust killings by federal agents operating under the banner of ICE and related agencies. On January 7, 2026, 37-year-old Renee Nicole Good, a U.S. citizen, was shot and killed by an ICE officer in Minneapolis as she attempted to drive away from a confrontation with agents. Independent video evidence shows that Ms. Good was turning her vehicle to avoid harm when she was struck by multiple gunshots fired by the agent.

Just weeks later, on January 24, 2026, Alex Pretti—a 37-year-old ICU nurse and U.S. citizen—was fatally shot by federal immigration agents in the same city. Pretti had been documenting agents' conduct and stepped in to assist a woman who was being forcefully thrown to the ground. Eyewitness accounts and verified video footage contradict federal narratives that he posed a violent threat. They show Pretti unarmed, holding only his phone, before being pepper-sprayed, subdued, and then shot multiple times.

These deaths have ignited widespread outrage and peaceful protest across the state and nation. They raise fundamental questions about the reckless use of force by federal agents operating in Minnesota communities and about the lack of transparency and accountability in their actions.

Alongside these heartbreaking losses, many of us have witnessed troubling patterns of racial profiling and indiscriminate stops by ICE agents in neighborhoods with large immigrant populations. Residents and observers have reported cases where agents stopped vehicles without clear cause, actions that many perceived as driven more by the appearance of the people inside than by any legitimate law enforcement basis.

I want to share a personal story that illustrates the climate of fear these operations have created: Recently, I volunteered to deliver food to families who were sheltering in place. These families are immigrants lawfully pursuing work and raising children here. These families who are LAWFULLY in our communities are too afraid to attend school and work or even get their groceries because they fear being witnessed leaving their home or being stopped on the way. Their fear is not abstract—it reflects a lived reality where federal agents roam neighborhoods in large, militarized formations, causing daily distress for families simply trying to live their lives.

This fear of abduction, of sudden stops, and of escalation into violence is totally unacceptable in the United States and in our community that values safety, dignity, and due process.

I urge the Richfield City Council to:

- Formally call for independent oversight and accountability of federal enforcement activities taking place within Minnesota, including transparent investigations into the deaths of Renee Good and Alex Pretti.
- Support policies that protect Minnesota families from racially discriminatory enforcement practices, including clear guidelines that preserve civil and constitutional rights.
- Advocate at the state and federal levels for reforms to the deployment of ICE and related agents in our communities—especially when local authorities have not requested such enforcement.

Our city and state must stand for justice, human dignity, and the protection of all our neighbors—no matter their immigration status or background. We have seen too much pain, too much loss, and too much fear. It is time to act with compassion and courage.

Thank you.

Denise A. Dykeman

From: Deb Lee Nordmarken [REDACTED]
Sent: Tuesday, January 27, 2026 12:56 PM
To: Michelle Friedrich <MFriedrich@richfieldmn.gov>
Cc: Mary Supple <MSupple@richfieldmn.gov>
Subject: Request to be first to speak

I am going to get there early because I see the masses are coming to demand things for you to do about ICE.

My statement has NOTHING to do with ICE, and EVERYTHING to do with the fact that last week, the sexual predator that Richfield middle school had hired, the staff member that was allowed to bring a 14 year old to an area without cameras, and he was sentenced on the 20th.

Joshua James Morton waived a jury trial. I'm looking SO HARD online to find out who the Judge was. I CAN HARDLY FIND ANYTHING. Actually, nothing.

Wanna know what he got? Do you know the case? Well, the legal team will bring it to you I'm sure.

FIVE YEARS. Stayed. He is on house arrest for a year with an ankle bracelet, so he can work (OMG ITS NOT WITH KIDS, IS IT?!?)

AND HE DOES NOT HAVE TO REGISTER AS A SEX OFFENDER.

Have you heard anything about it? Well, you might have, because of the pending lawsuit?

Parents can now sue school districts for their choices in hiring. I HOPE THEY SUE THE SHIT OUT OF RPS. We do enough corporate welfare, this is actually justifiable....

A 14 year old girl was victimized, and now the whole family is AGAIN.

How is this an ACCEPTABLE RULING?!? I WANT YOU TO CHASTISE THIS RULING. Acting like you already knew when I'm done? Might look better for you.....

Then you can comment on how bad ICE is. Again. 😞

So if you make me sit there and listen to them ask you to do something about ICE, and OUR OWN CHILDREN IN OUR SCHOOLS ARE NOT SAFE BECAUSE OF PREDATORS.....oh please don't make me do that.....

Mary, you know I won't be able to wait my turn. Not sit there, when a 14 year old girl and her family are so unimportant.... The school administration being so quiet is just disgusting. And (Jackie Roy) I didn't ask her if I can use her name so I won't, tried to post the story on the Richfield Community Page but the admins (Parker and Rissa) kept denying it. Then the

3rd time (I think cuz she actually stated admins won't) the article about the results of the case, THE FACT HE DOES NOT HAVE TO REGISTER AS A SEX OFFENDER, got 47 likes and 36 comments, a lot mine asking questions. A CHILD WAS ASSAULTED MORE THAN ONCE AT RMS. More than twice even..... three or four.

Ugh for them to be SO AWARE of ICE, wanting to help so bad, but when I asked for some consideration for others such as SENIORS, oh man my character was slain.

Lol don't worry, it happened when Richfield handed the land to Best Buy. When I said 26 years ago it would be a white elephant and even presented our city with a referendum request and was DENIED, yea it was slayed then too.

And now I CAN SAY I TOLD YOU SO..... right? So blast away.....

So..... I am going to do everything in my power to be first there to fill out a comment card, but I've been taking classes, to comment so I can leave right after, and they can carry on.

I WILL DO MY BEST TO PROTECT OUR STUDENTS FROM PEDOPHILES.

Cuz I haven't heard A WORD from the Superintendent. Or anyone else..... 🙄 😞

You would THINK someone besides me would be upset about the predator not having to register as a sex offender.....

But no. They are protecting who they are told they should.


What do you think?

Can I go first and leave please? Out of what little respect I still have for government as of late?

I just think it's best. And this is my topic, no other.

Thank you,

Deb Nordmarken


Sent from my iPhone



Proclamation of the City of Richfield

WHEREAS, the City of Richfield relies on deicing salt as part of its winter maintenance program to maintain safe and accessible roadways; and

WHEREAS, nearly all the salt applied to roadways ends up in our freshwater resources; and

WHEREAS, chloride contamination from deicing salt has been found in lakes, streams, and groundwater in Richfield's watersheds and across the state; and

WHEREAS, reducing overuse of deicing salt reduces damage to infrastructure and property, protects freshwater resources, and reduces harm to aquatic plants and animals; and

WHEREAS, it is crucial to raise awareness among residents, businesses, and local government agencies about the responsible use of deicing salt to protect both public safety and the long-term health of our freshwater resources; and

WHEREAS, Winter Salt Week provides an opportunity to educate our community about the responsible use of deicing salt, including environmental considerations and effective application methods; and

WHEREAS, residents and businesses can contribute to deicing salt pollution reduction efforts locally by learning about smart salting practices, engaging in safe winter driving, hiring trained service providers, and participating in the 'Low Salt, No Salt, Minnesota' program; and

WHEREAS, the City is committed to promoting a sustainable approach to winter maintenance for the benefit of present and future generations.

NOW, THEREFORE, I, Mary B. Supple, Mayor of the City of Richfield, do hereby proclaim, January 26-30, 2026 as "WINTER SALT WEEK" in the City of Richfield, and urge all residents, businesses, and city departments to take part in activities and initiatives that promote the responsible use of deicing salt and encourage the adoption of winter maintenance strategies which maintain safety while reducing environmental harm.

PROCLAIMED this 27th day of January, 2026.

Mary B. Supple, Mayor



The Richfield Foundation connects resources to community efforts to create a stronger, more vibrant Richfield.

- Grants to organizations
- Matching grants to grassroots ideas
- *A Toast to Richfield* annual fundraiser

To learn more or get involved, visit richfieldfoundationmn.org

2025 Grantees

- **Bilingual Learning Center**
- **Children's Dental Services**
- **Cornerstone Advocacy Service**
- **Crossroads Panorama**
- **Crosstown Young Life**
- **Down Syndrome Association of MN**
- **Improve Your Tomorrow, Minnesota**
- **Loaves & Fishes**
- **Oasis for Youth**
- **People with CAPES**
- **Progress Valley**
- **Richfield Dual Language School PTSO**
- **Reach for Resources, Inc.**
- **Richfield Events & Festivals (PennFest)**
- **Richfield Fourth of July Celebration**
- **Richfield Meals on Wheels**
- **Richfield Police Department**
- **The Honoring All Veterans Memorial**
- **Uplift North**
- **VEAP**
- **Woodlawn Terrace Cooperative**



City Council Meeting 1/27/2026

Agenda Section:

Consent Calendar

Agenda Item: 7.b.

Report Prepared By:

Sam Crosby, City Planner

Department Director:

Melissa Poehlman, Community Development Director

Item for Consideration:

Second reading of an ordinance rezoning four parcels at approximately 76th Street and Morgan Avenue from R to MR-2 to facilitate construction of a new learning center for Minnesota Independence College & Community and related conditional use permit, variances, plat, and summary resolution.

EXECUTIVE SUMMARY

Minnesota Independence College & Community (MICC), a non-profit that provides vocational and life skills training for autistic and neurodivergent individuals, has requested land use approvals to construct a two-story learning center with administrative offices on the north side of 76th Street West, between Morgan and Newton Avenues. The requested approvals include:

- Rezoning from R "Low Density Residential" to MR-2 "Multifamily Residential,"
- A Conditional Use Permit (CUP) for a learning institution,
- A Preliminary Plat to reconfigure four lots into two (one for the school, and one for future development),
- Five variances — three setback reductions, a lot coverage increase, and a parking reduction.

The proposed project aligns with the intent and policies of the Comprehensive Plan, and complies with all zoning code requirements, except as noted by the variances. As explained in the required findings (attached), the variances are reasonable given both the surrounding context, and the desire to reserve space for future development.

At its January 13, 2026 meeting, the City Council unanimously approved the first reading of the rezoning. At that time, a question was raised about how the residential parcel would be taxed. MICC will likely request that both that parcel and the school parcel be tax-exempt, but the County appraiser was unable to say whether or not that status would be granted. To be exempt, the use of the parcel must support the mission of the organization, and it is unclear how a vacant parcel might do that, but it is possible. Finally, because the legal description of the four properties is lengthy, staff has included a summary resolution for publication purposes.

RECOMMENDED ACTION

By Motion: Approve the second reading of an ordinance to change the zoning district of the subject parcels from R, "Low Density Residential" to MR-2

“Multifamily Residential” and related conditional use permit, variances, plat, and summary publication.

HISTORICAL CONTEXT

- MICC has operated out of the nearby Colony Apartments since its inception in 1996.
- In 2016, the City Council approved an Interim Use Permit (IUP) for MICC to use the property at 2000 - 76th Street West for social, meeting, and office space. The IUP was extended in 2022 and will expire July 12, 2027.
- Preliminary concepts for redevelopment of the subject properties were presented at a work session in the summer of 2022. The proposal then was a mixed-use facility, with classroom and office space below, and 67 units of affordable housing above. However, that project was not financially viable.
- At a June 2024 work session, MICC first presented the concept of placing the housing and school side-by-side, in two separate buildings on two equally sized lots — each building 3 stories in height, with a greenspace/stormwater feature between the two. Feedback related to locating a main entrance on the 76th Street side with lots of building transparency (windows), a larger buffer between the residential to the north (move stormwater there) and moving the buildings toward 76th Street (reduced setbacks) was received.
- At an April 2025 work session, MICC presented a revised side-by-side concept addressing many of the issues from the 2024 work session. Feedback included the transparency of the glass over time (concerns about blinds), providing sufficient space for the bus stop off of the sidewalk, a privacy fence along the north property, birds and the glass, and pollinator-friendly plantings on the outlot.
- On October 7th, MICC held a neighborhood meeting (as required by City policy for rezoning), which was sparsely attended, but generally well-received.
- At the December 8, 2025, Planning Commission meeting, the Commission unanimously recommended approval.
- At its January 13, 2026, meeting, the City Council unanimously approved the first reading of the rezoning.

EQUITABLE OR STRATEGIC CONSIDERATIONS OR IMPACTS

People with disabilities are a historically excluded group. The expansion of, and improvements to, their educational facility and social gathering space will greatly enhance their quality of life, and help increase their sense of inclusion and belonging.

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

Rezoning

- The properties are part of a multi-block area that has been guided “Medium Density Residential” by the Comprehensive Plan since 2008, and MR-2 “Medium Density Housing” is the zoning district that corresponds to the Medium Density designation.
- The current zoning R “Low Density Residential” is non-compliant with the Comprehensive Plan. This is in accordance with the City's practice of delaying the rezoning of properties until an area is prioritized for redevelopment (either by action of the Council, or by proposal of a developer).
- Learning institutions similar to high schools are allowed in both the R and MR-2

districts, so the rezoning from R to MR-2 is required because of the established guiding.

CUP

“Public or private elementary and high schools, and other similar learning institutions” are conditional uses in residential zoning districts, with five listed conditions that must be met.

- The use must be located on a collector or arterial and minimize traffic on local streets.
- Pick-up and drop off must be designed for safety.
- Any outdoor recreation must be set back 40 feet from any lot line.
- Buffers must be provided to mitigate sight and noise.
- Lighted playing fields are only permitted when their impacts are mitigated.

The proposal complies with all of these requirements.

Preliminary Plat

- Both the proposed lots exceed the minimum size and width requirements.
- An additional two feet of land dedication is required along 76th Street.
- The County has reviewed the proposed Preliminary Plat and did not have any comments.
- The City attorney has provided a Preliminary Plat Opinion Letter that will be updated at the time of the final plat.

Setback Variances

The requested variances include:

- A 22-foot variance from the 30-foot setback required along the front/west side (Newton Avenue).
- A 23.5-foot variance from the 30-foot setback required along the side abutting a public right-of-way (76th Street).
- A 15-foot variance from the 25-foot setback required along the rear/east side (new interior lot line).

In order to place the building 8 feet from the west lot line, 6.5 feet from the south lot line and 10 feet from the new east lot line.

These variances are necessary to fit the building closer to the southwest corner of the site, both increasing the setback to the residential properties to the north, and improving the streetscape along 76th Street West.

The City recently amended the residential portion of the multifamily development regulations to reduce setback requirements. The City may want to consider whether it is also appropriate to amend the non-residential portion of the multifamily development regulations as well. Thirty-foot setbacks from all sides are contrary to the desired urban massing and form, particularly along higher volume arterial roadways, and the desire for reduced setbacks was expressed by both the City and the MICC during work session

discussions.

Lot Coverage Variance

“Lot coverage” is the amount of the lot that is covered by buildings. The requested variance is to allow 37% coverage when 30% is the maximum. The proposal could be designed to meet the 30% limit if it did not reserve a second parcel for potential future housing. It has long been a desire of both the City and MICC to incorporate housing into this project. While not a viable component at this time, a separate lot is being platted with the intention of future housing development.

Parking Variance

The parking requirement for a high school, which is the most similar use, is one stall per employee plus one stall per every eight students. With a projected maximum of 40 employees and potential for up to 200 students, 65 stalls would be required. A 10% credit is applied for being within a quarter mile of a frequently operating transit line and another 10% reduction applies for providing a transit-supportive plaza. This brings the required parking down to 52 stalls. The requested variance is a 15-stall variance from the 52-stall parking requirement in order to provide 38 parking spaces.

The exact location, shape and design of the transit-supportive plaza has yet to be finalized, but will be coordinated with Metro Transit, and reviewed and approved by City staff, prior to installation. A "placeholder" is currently shown at the corner of Morgan Avenue due to a planned traffic signal replacement at 76th Street and Newton Avenue sometime in the next five years. The intent of locating the plaza near Morgan Avenue is to protect it from the impacts of a potential intersection redesign at Newton Avenue. In order to encourage ridership to mitigate the parking variance as much as possible, staff recommends that the shelter be heated.

MICC has provided a parking count at their current location that demonstrates the low driving rates of their student population. While the study does show a need for more than 38 stalls, particularly on Tuesday and Wednesday mornings, staff has included a condition regarding demand management, which MICC has agreed to, and therefore, staff supports the requested variance.

Traffic

Due to the unique nature of the use, staff requested a memo from a Traffic Engineer that details traffic impact assumptions for the site. The analysis estimates an increase in trip generation (over the existing single-family homes) by approximately 10 peak hour trips or less, and fewer than 100 additional daily trips. In other words, the resultant impact on area roadway capacity is expected to be negligible. This is primarily because the proposed MICC development is already operating within the immediate area.

Future Housing Site

- The requested variances apply only to the school; no housing is proposed at this time. Concept plans have been included to show that the second lot is appropriately sized and shaped to support housing that meets the zoning code. The two phases would share access, parking, and storm water.
- The “Medium Density Residential” guiding calls for a density range from 8 to 35 dwelling units per acre. Four walk-up type units on 0.26 acres provide 15 units per acre.

Discretion

The City's discretion in approving or denying both a CUP and a Preliminary Plat is limited to whether the proposed request meets the standards outlined in the City Code. If it meets these standards, the City must approve the CUP or Plat. However, the Council may attach reasonable conditions to a CUP in order to implement the intent of the City Code or protect adjacent properties.

Because the subject properties are guided "Medium Density Residential," the City has a relatively low level of discretion in approving or denying the rezoning. The proposed zoning for a property must be consistent with the City's Comprehensive Plan. Since the existing zoning district is not consistent with the Comprehensive Plan, the City should approve the request. The Zoning Ordinance and Map are the enforcement tools used to implement the goals and standards set in the Comprehensive Plan.

CRITICAL TIMING ISSUES

- The 60-day clock started when the application was completed on October 23, 2025. The statutory 60-day review would've ended on December 22, prior to the scheduled City Council meeting dates. Therefore, the City exercised its authority to extend the review period to 120 days, which will end on February 20, 2026.
- MICC is requesting a two-year approval in order to provide sufficient time for fund-raising prior to applying for a building permit.

FINANCIAL IMPACT

The required land use application fees have been paid.

LEGAL CONSIDERATIONS

- Notice of the public hearing was published in the Sun Current newspaper on November 27, 2025, and was mailed to properties within 500 feet of the subject site.
- The Planning Commission voted unanimously to recommend approval of the rezoning.
- Second reading is currently scheduled for January 27, 2026.

ALTERNATIVE RECOMMENDATION(S)

- Recommend approval of the request with additional and/or modified stipulations.
- Recommend denial of the request with a finding that the proposal does not meet City requirements.

ATTACHMENTS

1. 011326 - MICC - DRAFT Rezoning Ord
2. 011326 - MICC - Draft Plat Reso
3. 011326 - MICC - Draft CUP & Var Reso (1)
4. 012726- MICC - Draft Sum Pub Rezoning
5. MICC - Zoning & Location Map

6. MICC Project Narrative 10-13-25
7. 20251118_MICC Land Use Package Rev1
8. 120825 - MICC - Required Findings
9. MICC ARC Letter, 11-21-25

ORDINANCE NO. _____

**AN ORDINANCE RELATING TO ZONING;
AMENDING APPENDIX I OF THE RICHFIELD CITY CODE
BY REZONING 2000, 2006 & 2018 - 76th STREET WEST
AND 7532 MORGAN AVENUE SOUTH
FROM LOW DENSITY RESIDENTIAL (R)
TO MULTIFAMILY RESIDENTIAL (MR-2)**

THE CITY OF RICHFIELD DOES ORDAIN:

Section 1. Section 13, Appendix I of the Richfield Zoning Code (Multiple Family Residential – R) is hereby amended to add a new Paragraph 56 as follows:

(56) M-15 (North side of 76th Street between Morgan Avenue and Newton Avenue, to be platted as Lot 1 and Lot 2, MICC Bulldog)

Parcel 1: The Southerly 240 feet of the West 90 feet of the East 321.1 feet of the West 983.1 feet of South 1/4 of Northwest 1/4 of the Southwest 1/4 of Section 33, Township 28, Range 24, according to the U.S. Government Survey thereof, Hennepin County, Minnesota.

Parcel 2: The South 240 feet of the East 100.1 feet of the West 852.1 feet of the South 1/4 of the Northwest 1/4 of the Southwest 1/4 of Section 33, Township 28 North, Range 24 West of the 4th Principal Meridian, according to the U.S. Government Survey thereof, Hennepin County, Minnesota.

Parcel 3: The South 188.1 feet of the following described tract: That part of the South 1/4 of the Northwest 1/4 of the Southwest 1/4 of Section 33, Township 28, North, Range 24, West of the 4th principal meridian described as follows: Beginning at a point on the South line thereof distant 983.1 feet East of West line thereof; thence North parallel with the West line thereof 328.1 feet to point; thence West on a line parallel with the South line thereof 131 feet to a point; thence South on a line parallel with the West line thereof 328.1 feet to a point; thence East on a straight line 131 feet to the place of beginning, Hennepin County, Minnesota.

Parcel 4: The South 70 feet of the North 140 feet of that part of the South 1/4 of the Northwest 1/4 of the Southwest 1/4 of Section 33, Township 28, Range 24: Beginning on the South line of said South 1/4 of the Northwest 1/4 of the Southwest 1/4 distant 983.1 feet East of the West line thereof; thence North parallel with said West line 328.1 feet;

thence West parallel with said South line 131 feet; thence South parallel with said West line, 328.1 feet; thence East 131 feet to the point of beginning, Hennepin County, Minnesota.

Section 2. The new paragraph 56 may be administratively modified to remove the parcel descriptions upon recording of the final plat.

Section 3 This ordinance is effective in accordance with Section 3.09 of the Richfield City Charter.

Passed by the City Council of the City of Richfield, Minnesota this 27th day of January, 2026.

Mary B. Supple, Mayor

ATTEST:

Michelle Friedrich, City Clerk

RESOLUTION NO.
RESOLUTION APPROVING
A PRELIMINARY PLAT
FOR MICC BULLDOG

WHEREAS, Minnesota Independence Community and College, (“Applicant”) has requested approval of a preliminary plat that combines 4 parcels generally located at 2000, 2006 & 2018 - 76th Street West and 7532 Morgan Avenue South, legally described in Exhibit A, attached; and

WHEREAS, the proposed plat is to be known as MICC BULLDOG; and

WHEREAS, a public hearing was held for the proposed plat on Monday, December 8, 2025, at which all interested persons were given the opportunity to be heard; and

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

1. The proposed plat of MICC BULLDOG satisfies the requirements of the City’s subdivision ordinances.
2. Approval of the plat of MICC BULLDOG is granted subject to the following conditions:
 - a. Prior to issuance of a building permit, the applicant must address, to the City Attorney’s satisfaction, all items listed in the plat opinion letter, which shall be updated prior to the approval of the final plat.
 - b. The Applicant must apply for final plat approval within two years of the date of this approval, unless a written request for a time extension is approved by the City Council, or the preliminary plat will expire. Evidence of proper filing must be submitted to the Community Development Department prior to issuance of a Certificate of Occupancy.
 - c. Compliance with any other applicable requirements of the Richfield City Code.

Adopted by the City Council of the City of Richfield, Minnesota this 27th day of January 2026.

Mary B. Supple, Mayor

ATTEST:

Michelle Friedrich, City Clerk

Exhibit A

Existing Legal Description

(Per Old Republic National Title Insurance Company, Issuing Agent: All American Title Company, LLC, Commitment for Title Insurance, Commitment No. 201587 C-1, Commitment Date: August 1, 2025)

Parcel 1:

The Southerly 240 feet of the West 90 feet of the East 321.1 feet of the West 983.1 feet of South 1/4 of Northwest 1/4 of the Southwest 1/4 of Section 33, Township 28, Range 24, according to the U.S. Government Survey thereof, Hennepin County, Minnesota.

Parcel 2:

The South 240 feet of the East 100.1 feet of the West 852.1 feet of the South 1/4 of the Northwest 1/4 of the Southwest 1/4 of Section 33, Township 28 North, Range 24 West of the 4th Principal Meridian, according to the U.S. Government Survey thereof, Hennepin County, Minnesota.

Parcel 3:

The South 188.1 feet of the following described tract: That part of the South 1/4 of the Northwest 1/4 of the Southwest 1/4 of Section 33, Township 28, North, Range 24, West of the 4th principal meridian described as follows: Beginning at a point on the South line thereof distant 983.1 feet East of West line thereof; thence North parallel with the West line thereof 328.1 feet to point; thence West on a line parallel with the South line thereof 131 feet to a point; thence South on a line parallel with the West line thereof 328.1 feet to a point; thence East on a straight line 131 feet to the place of beginning, Hennepin County, Minnesota.

Parcel 4:

The South 70 feet of the North 140 feet of that part of the South 1/4 of the Northwest 1/4 of the Southwest 1/4 of Section 33, Township 28, Range 24: Beginning on the South line of said South 1/4 of the Northwest 1/4 of the Southwest 1/4 distant 983.1 feet East of the West line thereof; thence North parallel with said West line 328.1 feet; thence West parallel with said South line, 131 feet; thence South parallel with said West line, 328.1 feet; thence East 131 feet to the point of beginning, Hennepin County, Minnesota.

RESOLUTION NO.

**APPROVING A CONDITIONAL USE PERMIT AND VARIANCES
FOR MINNESOTA INDEPENDENCE COLLEGE AND COMMUNITY
AT 2000, 2006, 2018 - 76th STREET WEST
AND 7532 MORGAN AVENUE SOUTH**

WHEREAS, an application has been filed by Minnesota Independence College and Community (MICC), with the City of Richfield which requests a Conditional Use Permit for a learning institution, a 15-stall parking variance, a variance to increase the maximum amount of lot covered by a building from 30% to 37%, and three setback variances, all in order to construct a two-story, approximately 28,000 square foot, learning institution on the north side of 76th Street between Morgan Avenue and Newton Avenue, property legally described in Exhibit A, attached; and

WHEREAS, the requested Conditional Use Permit meets the requirements necessary for issuing a Conditional Use Permit as specified in Richfield's Zoning Code, Subsection 547.09 and 525.07, Subd.4, as detailed in City Council Staff Report No. 2026-32; and

WHEREAS, the same Zoning Code Section 525.15, Subd.1, requires that the principal building be set back:

- a minimum of 30 feet from the front/west property line
- a minimum of 30 feet from the street side/south property line and
- a minimum of 25 feet from the rear/east property line; and

the proposed layout places the building:

- Eight feet from the front/west property line
- Six and a half feet from the street side/south property line (on the second floor) and
- Ten feet from the rear/east property line; and

WHEREAS, MICC has demonstrated that their students are a largely non-driving population, the proposed building coverage reserves land for future development, and the proposed setbacks serve to maximize the distance between the building and the properties to the north; and

WHEREAS, the requested variances meet the requirements necessary for issuing a variance, as specified in Richfield's Zoning Code Subsection 547.11, Subd.1.a, and as detailed in City Council Staff Report No 2026-32; and

WHEREAS, notice of the public hearing was mailed to properties within 500 feet of the subject property and published in the Sun Current newspaper on November 27, 2025; and,

WHEREAS, the Planning Commission of the City of Richfield held a public hearing at its December 8, 2025 meeting and recommended approval of the requested Conditional Use Permit and variances; and

WHEREAS, the City Council has fully considered the request for Conditional Use Permit and variances;

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 requested Conditional Use Permit and variances are hereby approved subject to the following conditions:
 - a. That the applicant records this Resolution with the County, pursuant to Minnesota Statutes Section 462.36, Subd. 1, and the City's Zoning Code Section 547.09, Subd.8. A recorded copy of the approved resolution must be submitted to the City prior to the issuance of a building permit.
 - b. The applicant (or other future operator) agrees to expand its work-from-home policy, modify class hours, enact transportation demand management policies, formalize shared parking agreements, or implement alternative mitigation techniques - as agreed to by the City - should the parking demand exceed the parking provided to the point of creating safety or operational issues in the immediate neighborhood.
 - c. Separate sign permits are required for any sign greater than six square feet in size.
 - d. All required parking spaces shall remain available year-round and shall not be used for snow storage.
 - e. All windows on the west, south and east sides shall remain transparent, and may not be permanently covered.
 - f. The property owner is responsible for the ongoing maintenance of all exterior improvements, including landscaping, in accordance with approved plans.
 - g. The applicant is responsible for obtaining all required permits, and compliance with all other City, County and State regulations.

Prior to the issuance of a building permit, the applicant shall:

- h. Update the construction plans to comply with all requirements detailed in the City's ARC letter dated November 21, 2025.
- i. Provide a SAC determination from the Met Council.
- j. Provide proof of having recorded a copy of this resolution of approval.

- k. Enter into a construction and maintenance agreement with the City.
- l. The applicant is responsible for obtaining all required permits, and compliance with all other City, County and State regulations.

Prior to the issuance of a Certificate of Occupancy, the applicant shall:

- m. Enter into an escrow agreement for outstanding items and provide a surety equal to 125% of the value of any improvements not yet complete.
- n. Provide proof of having recorded the construction and maintenance agreement.
- o. The final plat shall be submitted for City review and approval, be recorded, and mylar copies provided to the City.

Prior to the release of the surety:

- p. All exterior improvements shall be installed.
 - q. The final design for the transit-supportive plaza shall be reviewed and approved by the City, constructed according to the approved plan, and final inspection passed. The shelter shall be heated.
 - r. All requirements of the escrow agreement shall be met.
- 4. The Conditional Use Permit shall expire one year after issuance unless 1) the use for which the permit was granted has commenced; or 2) building permits have been issued and substantial work performed; or 3) upon written request of the applicant, the Council extends the expiration date for an additional period not to exceed one year. Expiration is governed by the City Zoning Code, Section 547.09, Subd. 9.
 - 5. This Conditional Use Permit shall remain in effect for so long as conditions regulating it are observed, and the Conditional Use Permit shall expire if normal operation of the use has been discontinued for 12 or more months, as required by the City's Zoning Code, Section 547.09, Subd.10.

Adopted by the City Council of the City of Richfield, Minnesota this 27th day of January, 2026.

Mary B. Supple, Mayor

ATTEST:

Michelle Friedrich, City Clerk

Exhibit A

Existing Legal Description

(Per Old Republic National Title Insurance Company, Issuing Agent: All American Title Company, LLC, Commitment for Title Insurance, Commitment No. 201587 C-1, Commitment Date: August 1, 2025)

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RESOLUTION NO. _____

**RESOLUTION APPROVING SUMMARY PUBLICATION
OF AN ORDINANCE REZONING LAND FOR MICC**

WHEREAS, the City has adopted the above-referenced amendment to Appendix I the Richfield City Code; and

WHEREAS, the verbatim text of the amendment is cumbersome, and the expense of publication of the complete text is not justified.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Richfield that the following summary is hereby approved for official publication:

**SUMMARY PUBLICATION
BILL NO. _____**

**AN ORDINANCE REZONING
2000, 2006 & 2018 76th STREET WEST
AND 7532 MORGAN AVENUE SOUTH
FROM LOW DENSITY RESIDENTIAL (R)
TO MULTIFAMILY RESIDENTIAL (MR-2)**

This summary of the ordinance is published pursuant to Section 3.12 of the Richfield City Charter.

This ordinance changes the zoning district of the four parcels located on the north side of 7^{6th} Street between Newton Avenue S and Morgan Avenue S – otherwise known as Lot 1 and Lot 2, MICC Bulldog - from R (Low Density Residential), to MR-2 (Multifamily Residential).

Copies of the ordinance are available for public inspection in the City Clerk’s office during normal business hours or upon request by calling the Department of Community Development at (612) 861-9760.

Adopted by the City Council of the City of Richfield, Minnesota this 27th day of January, 2026.

Mary B. Supple, Mayor

ATTEST:

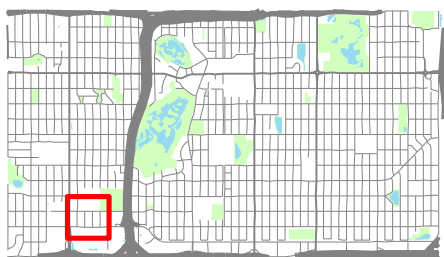
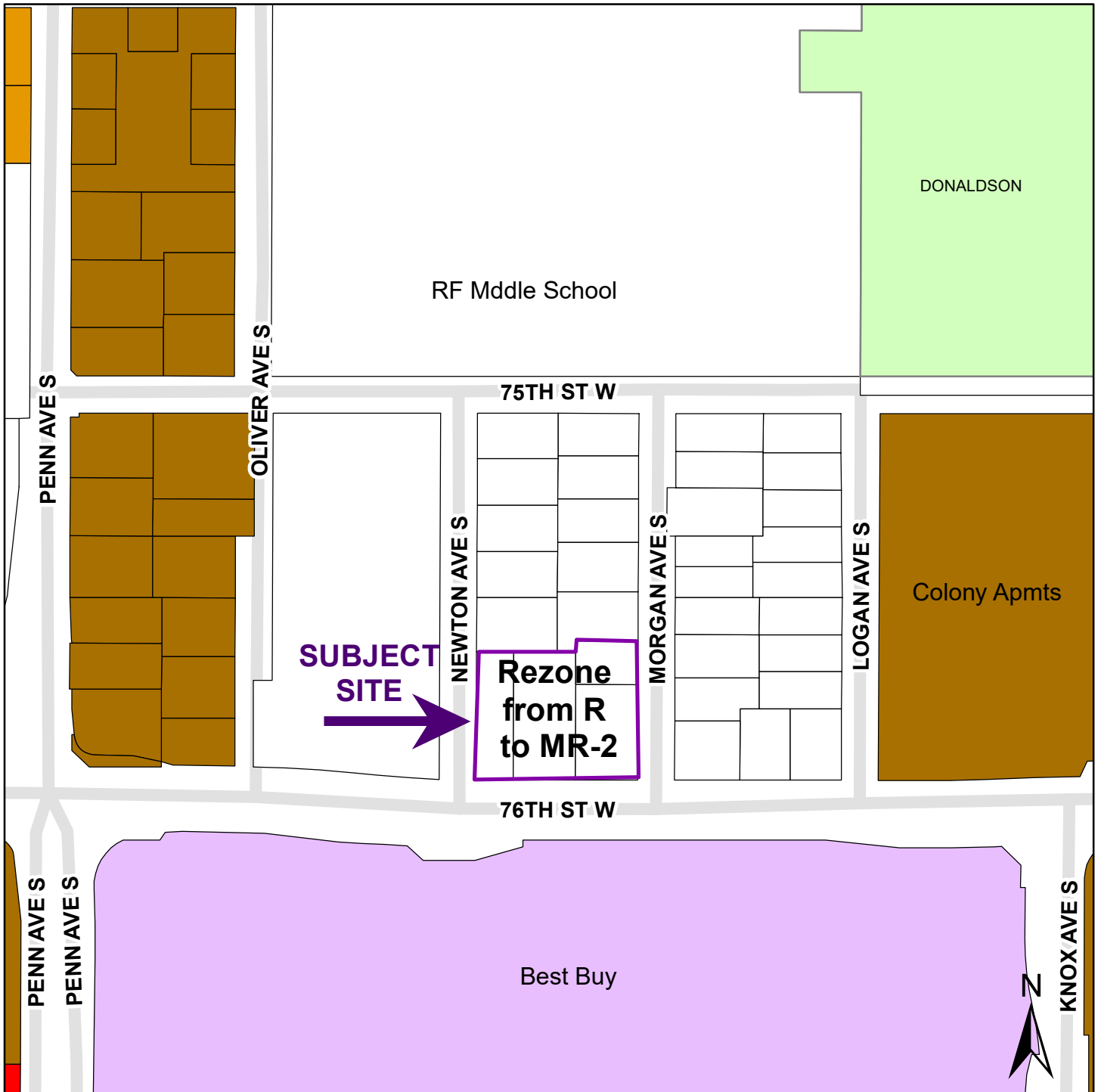
Michelle Friedrich, City Clerk








2000, 2006, & 2018 W 76th Street; 7532 Morgan Ave S

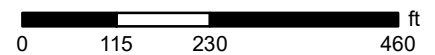
MICC Location and Zoning Map


Case #:Z25-8



Legend

-  R Low Density Residential
-  MR-3 High-Density Multi-Family
-  C-2 General Commercial
-  PC-2 Planned General Commercial
-  Parks



 MR-2 Multi-Family



PROPOSED



MICC Learning Center Project Narrative

October 13, 2025

Introduction

Minnesota Independence College and Community (MICC) seeks land use approvals to build a facility for serving autistic and neurodivergent adults. MICC is unique nationally, offering a specialized vocational and life skills training program to foster independence within a supportive community. The City of Richfield has been an integral part of that community.

MICC's Mission and Impact

At MICC, we know the best way to teach life skills is through firsthand experience in a supportive and vibrant community. Our person-centered curriculum allows autistic and neurodivergent adults to define their own paths to success. Our location in Richfield provides numerous community engagement and employment opportunities, essential for our students' growth.

Need for Expansion

The demand for our programs has outgrown our current facilities. With a 138% increase in autism diagnoses in Minnesota from 2009 to 2020, the need for postsecondary education and employment support for autistic individuals is critical. The existing rented spaces in Richfield (at Colony Apartments and Woodlake Church) are inadequate and not designed for the experiential learning essential for our students. These disjointed, outdated and inaccessible spaces hinder program collaboration and resource sharing. Currently, MICC serves approximately 50 students each year in their College Program.

In addition to the anticipated growth in the educational program, the building will serve over 100 autistic and neurodivergent adults (all MICC graduates) living independently within a 10-block area and utilizing MICC for wrap-around services to ensure they can sustain their independence, have access to opportunities for social activities, and contribute positively to the community. These individuals are an important part of MICC's community, but also Richfield, their home.

New Campus Plan

We propose redeveloping 4 single-family properties at 2000, 2006 & 2018 W 76th Street and 7532 Morgan Ave S to build a new 27,000 square foot, two story building that will serve as MICC's Learning Center and organizational headquarters. The new campus will include:



- Appropriate teaching and socializing areas to allow students to engage authentically with peers.
- Flexible classrooms designed for small and large group engagement, integrated technology and multi-purpose furniture, as well as space for physical fitness, yoga and meditation areas.
- Student support spaces for advisory services on continued education and employment,
- Staff offices promoting cross-department collaboration and flexibility for our expanding team.
- Reserved land for future expansion or potential housing development.
- MICC will continue to contract with Colony Apartments for our students' housing needs and social spaces.

MICC is fundraising for the capital campaign to build the new camps building. MICC would request a two year approval period to allow time for fundraising between land use approvals and building permit.

Land Use Approvals

MICC will seek the following land use approvals:

1. Replat
 - a. MICC seeks to replat the existing four properties into two parcels with one property for MICC's new building and the other for future expansion or housing.
2. Rezoning and CUP
 - a. Request to rezone the property to MR-2 aligns with the 2040 Comprehensive Plan. We will be requesting a Conditional Use Permit for MICC to operate an educational use in MR-2 and future re-use of the property.
3. Variances
 - a. Request to reduce the non-residential building setbacks from the Code required 30' to 6.5' along 76th Street, 8' on Newton Avenue and 10' along the new interior side lot line. This reduction will make the most effective use of the site while maintaining compatibility with the surrounding neighborhood. By reducing the setback requirement, it will help create a better streetscape presence along 76th Street and allow for greater intensity on an infill site. The second floor has about a 1.5' overhang, so there will be a greater setback from the first floor to provide more area for landscaping.



- b. Request to increase the maximum lot (building) coverage from 30% to 37.0%. The additional coverage allows the project to efficiently accommodate the building footprint necessary to support MICC. The need for this variance is largely a result of re-platting the property to intentionally preserve land for a future expansion or potential housing. The slight increase in lot/building coverage provides the flexibility to meet today's needs while safeguarding opportunities for tomorrow. At the same time, the design thoughtfully incorporates landscaping, green space, and stormwater best practices.
- c. Request to reduce the number of parking stalls from the Code required 53 stalls to 38 stalls.
 - i. Per the City of Richfield's zoning code, high schools require 1 stall per employee plus 1 per 8 students.
 - ii. There are approximately 60 MICC employees, but 20 staff are located at the Colony Apartments providing services to students. Approximately 40 staff would office out of the Learning Center. Staffing is expected to remain stable in the next five years.
 1. MICC anticipates that most of its administrative staff will work in the new building, primarily Monday through Friday during the day with peak times in the afternoon. However, MICC's flexible work environment allows some employees to work from home. To better understand demand, MICC conducted a parking study that measured peak and off-peak usage:
 - Peak demand (Tues–Thurs, noon–4:00 pm): 40 stalls
 - Typical peak usage: ~30 stalls
 - Off-peak, evenings, weekends: ~15 stalls
 - iii. The College Program enrollment is projected to stay consistent at approximately 50 students. All students in the College Program reside at Colony Apartments and most students walk or utilize public transit or Metro Mobility. Only four students have vehicles registered with their apartment. Students must apply and be approved to have a vehicle on campus and cannot use their vehicle to go to class or programming.
 - iv. MICC also provides support and services for participants that have successfully completed the College Program through the Community Program to provide customizable services to thrive in and remain living



independently in the community. The Community Program is expected to grow to serve 100+ graduates. However, participants rely on public transit, Metro Mobility or walk to MICC as they live within a 10-block radius.

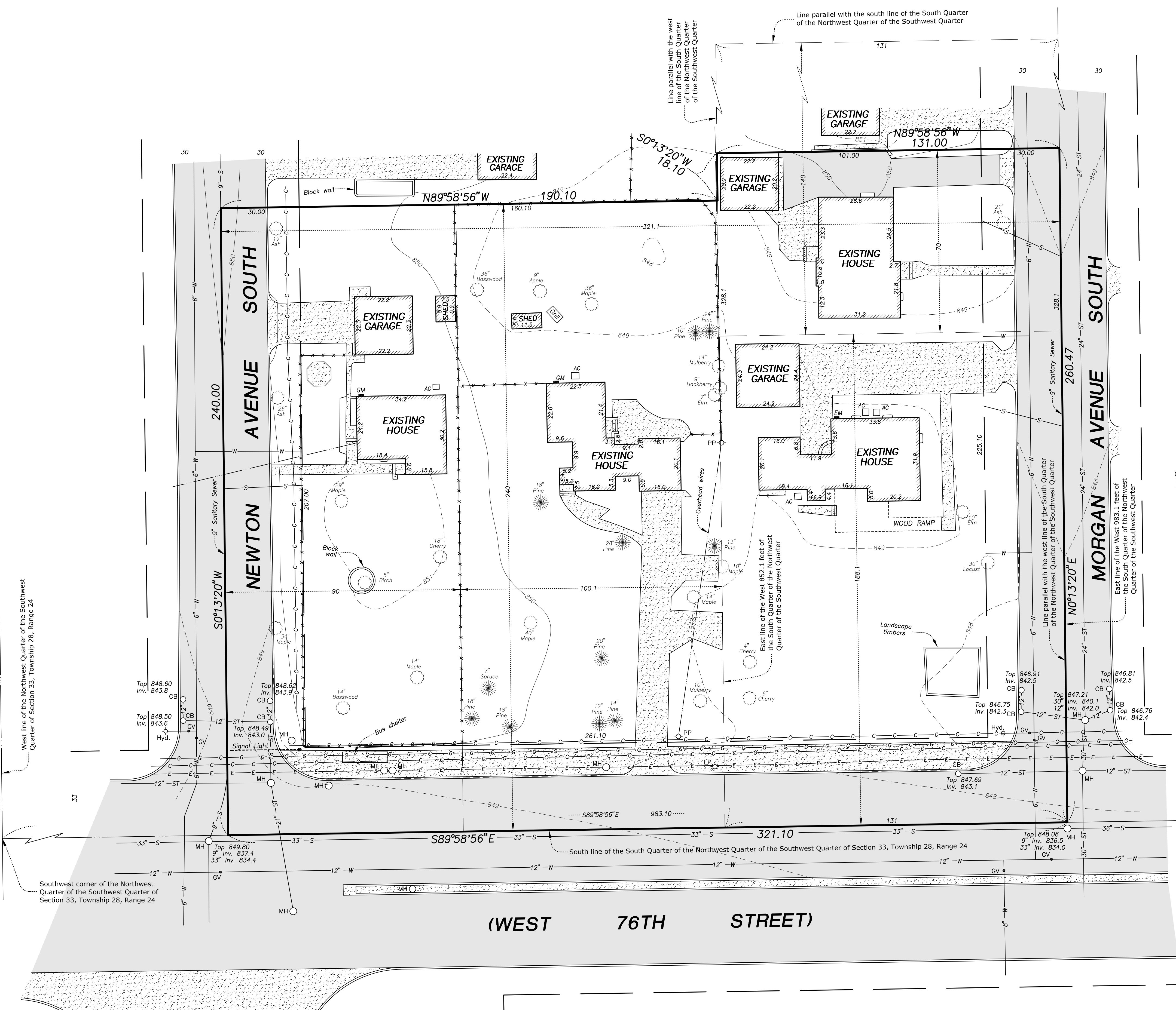
- v. The location qualifies for a 10% reduction in parking due to proximity of a high frequency transit line.
- vi. The location also qualifies for a 10% reduction in parking in exchange for a transit-supportive plaza. MICC will provide a paved plaza north of the sidewalk and a public access easement. This results in a final parking stall count of 39 stalls. The existing bus shelter was removed in 2025, but it is expected that ridership demand will increase. MICC will work with MTC to reinstall the bus shelter.
- vii. The site will accommodate an additional 10 stalls on a separate parcel for the potential MICC future expansion or housing.
- viii. Below is the summary of the parking required per Code compared to the proposed number of parking stalls. With flexible work arrangements, and high student transit use, MICC’s approach balances operational needs with efficient land use and supports the organization’s mission.

		<u>Parking Required</u>
Number of Employees	40	40
Number of Students	200	25
		65
High Frequency Transit Route	10%	59
Bike Parking Reduction	0%	59
Transit Plaza	10%	53
Number of Proposed Stalls		38
Difference		-15

Conclusion

We look forward to the City’s land use review and approval for the new facility.

Boundary and Topographic Survey for: MICC



NOTES

- * Bearings shown are based on the Hennepin County Coordinate System.
- * Utilities shown are from information furnished by the City of Richfield and respective utility companies in response to Gopher State One Call Ticket No. 221813480 and are verified where possible.
- * Contact Gopher State One Call for utility locations before any construction shall begin. Phone 651-454-0002.
- * Areas: 79,436 square feet (1.82 acres) including roads.
55,876 square feet (1.28 acres) excluding roads.
- * Bench mark: Top nut of hydrant at the northwest corner of West 76th Street and Newton Avenue South. Elevation = 851.94 feet (1988 N.A.V.D.).
- * This property is located in Flood Zone X (area determined to be outside the 0.2% annual chance floodplain) per Flood Insurance Rate Map Number 27053C0456F dated November 4, 2016.

LEGEND

- S — Sanitary Sewer
- ST — Storm Sewer
- W — Watermain
- Hyd. — Hydrant
- GV — Gate Valve
- MH — Manhole
- CB — Catch Basin
- Inv. — Invert Elevation
- PP — Power Pole
- LP — Light Pole
- ET — Electrical Transformer
- AC — Air Conditioner
- CS — Concrete Surface
- BS — Bituminous Surface
- BG — Buried Gas
- BC — Buried Communications
- BE — Buried Electric
- GM — Gas Meter
- F — Fence

PROPERTY DESCRIPTION

- DOCUMENT NO. 10371002**
The South 188.1 feet of the following described tract: That part of the South 1/4 of the Northwest 1/4 of the Southwest 1/4 of Section 33, Township 28 North, Range 24, West of the 4th principal meridian described as follows: Beginning at a point on the South line thereof distant 983.1 feet East of West line thereof; thence North parallel with the West line thereof 328.1 feet to point; thence West on a line parallel with the South line thereof 131 feet to a point; thence South line on a line parallel with the West line thereof 328.1 feet to a point; thence East on a straight line 131 feet to the place of beginning.
- DOCUMENT NO. 10561570**
The South 240 feet of the East 100.1 feet of the West 852.1 feet of the South 1/4 of the Northwest 1/4 of the Southwest 1/4 of Section 33, Township 28 North, Range 24 West of the 4th Principal Meridian, according to the U.S. Government Survey thereof, Hennepin County, Minnesota.
- DOCUMENT NO. 10586410**
The Southerly 240 feet of the West 90 feet of the East 321.1 feet of the South 1/4 of the Northwest 1/4 of the Southwest 1/4 of Section 33, Township 28 North, Range 24 West of the 4th Principal Meridian, according to the U.S. Government Survey thereof, Hennepin County, Minnesota.
- DOCUMENT NO. 11122921**
The South 70 feet of that part of the South 1/4 of the Northwest 1/4 of the Southwest 1/4 of Section 33, Township 28, Range 24: Beginning on the South line of said South 1/4 of the Northwest 1/4 of the Southwest 1/4 distant 983.1 feet East of the West line thereof; thence North parallel with said West line, 328.1 feet; thence West parallel with said South line, 131 feet; thence South parallel with said West line, 328.1 feet; thence East 131 feet to the point of beginning, Hennepin County, Minnesota.

UTILITY STATEMENT

The underground utilities shown have been located from field survey information and existing drawings. The surveyor makes no guarantee that the underground utilities shown comprise all such utilities in the area, either in service or abandoned. The surveyor further does not warrant that the underground utilities shown are in the exact location indicated, although he does certify that they are shown as accurately as possible from information available. The surveyor has not physically located the underground utilities.

I hereby certify that this survey was prepared by me or under my direction and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.
Dated this 20th day of August, 2022
REHDER & ASSOCIATES, INC.
Gary C. Huber, Land Surveyor
Minnesota License No. 22036

Rehder and Associates, Inc.
CIVIL ENGINEERS AND LAND SURVEYORS

3440 Federal Drive • Suite 110 • Eagan, Minnesota • Phone (651) 452-5051

JOB: 224-3330.010

Preliminary Plat of: MICC BULLDOG

PROPERTY DESCRIPTION

(Per Old Republic National Title Insurance Company, Issuing Agent: All American Title Company, LLC, Commitment for Title Insurance, Commitment No. 201587 C-1, Commitment Date: August 1, 2025)

Parcel 1:

The Southerly 240 feet of the West 90 feet of the East 321.1 feet of the West 983.1 feet of South 1/4 of Northwest 1/4 of the Southwest 1/4 of Section 33, Township 28, Range 24, according to the U.S. Government Survey thereof, Hennepin County, Minnesota.

Parcel 2:

The South 240 feet of the East 100.1 feet of the West 852.1 feet of the South 1/4 of the Northwest 1/4 of the Southwest 1/4 of Section 33, Township 28, Range 24 West of the 4th Principal Meridian, according to the U.S. Government Survey thereof, Hennepin County, Minnesota.

Parcel 3:

The South 188.1 feet of the following described tract: That part of the South 1/4 of the Northwest 1/4 of the Southwest 1/4 of Section 33, Township 28, Range 24, West of the 4th principal meridian described as follows: Beginning at a point on the South line thereof distant 983.1 feet East of West line thereof; thence North parallel with the West line thereof 328.1 feet to a point; thence West on a line parallel with the South line thereof 131 feet to a point; thence South on a line parallel with the West line thereof 328.1 feet to a point; thence East on a straight line 131 feet to the place of beginning, Hennepin County, Minnesota.

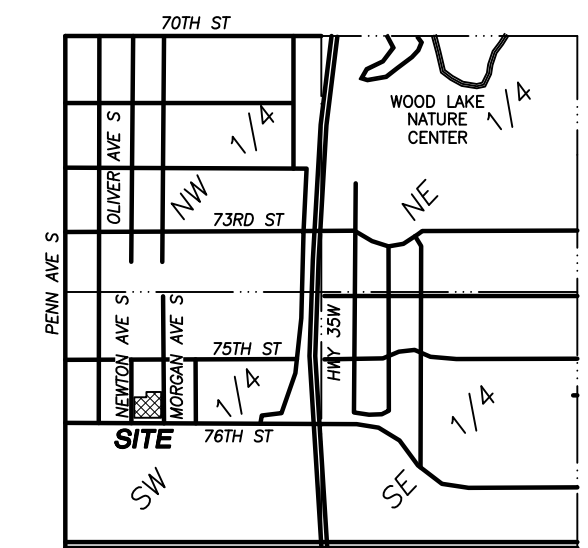
Parcel 4:

The South 70 feet of the North 140 feet of that part of the South 1/4 of the Northwest 1/4 of the Southwest 1/4 of Section 33, Township 28, Range 24; Beginning on the South line of said South 1/4 of the Southwest 1/4 of the Southwest 1/4 distant 983.1 feet East of the West line thereof; thence North parallel with said West line 328.1 feet; thence West parallel with said South line, 131 feet; thence South parallel with said West line, 328.1 feet; thence East 131 feet to the point of beginning, Hennepin County, Minnesota.

SURVEYOR NOTES

- Orientation of the bearing system used for this survey is based on the NAD83 (1986 ADJ) coordinate projection for Hennepin County, Minnesota.
- As shown on this survey map, underground utility lines and structures are shown in an approximate way only, according to information provided by others. Excavations were not made during the process of this survey to locate underground utilities and/or structures. A request that utilities be marked/located for this survey was made through Gopher State One Call (Ticket Nos. 221813480). The underground utility lines and structures shown on this map represent the information provided to Rehder & Associates as a result of that request. The surveyor does not guarantee that the information provided was either complete or accurate or that there are no other underground utility lines and structures, active or abandoned, on or adjacent to the subject property.
- The ownership and tax parcel information shown hereon was taken from Hennepin County's Web Based Public GIS mapping. Rehder & Associates, Inc. did not determine ownership of adjacent land.
- The area of the subject property is 79,436 square feet or approximately 1.82 acres of land.
Proposed Area of Lot 1 is 43,554 square feet or 1.00 acre of land.
Proposed Area of Lot 2 is 11,712 square feet or 0.27 acre of land.
- Proposed lot usage is an education center.
- The subject property is currently zoned "R, Low Density Residential." Proposed zoning change from Zone "R" to Zone "MR-2." Building setbacks shown are per zoning MR-2, Multi-Family Residential.

VICINITY MAP



Section 33, Township 28, Range 24
(NOT TO SCALE)

LEGEND

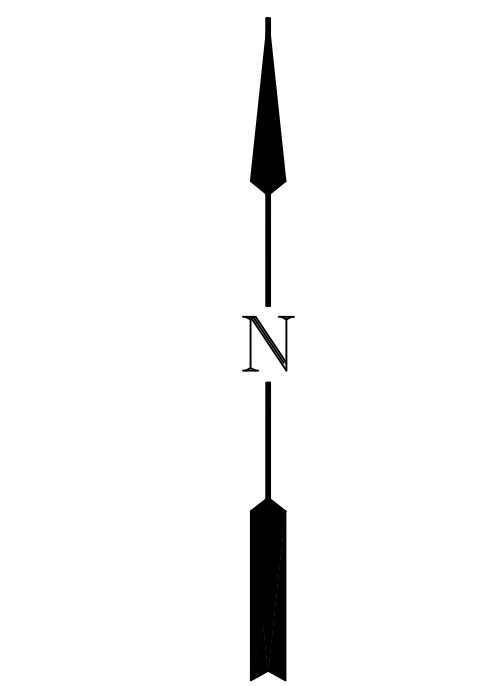
- Found Government Monument
- S— Sanitary Sewer
- ST— Storm Sewer
- W— Watermain
- Hyd. ⚡ Hydrant
- GV • Gate Valve
- MH ○ Manhole
- CB □ Catch Basin
- Inv. Invert Elevation
- PP ○ Power Pole
- LP × Light Pole
- ⊞ Electrical Transformer
- AC □ Air Conditioner
- Concrete Surface
- Bituminous Surface
- G— Buried Gas
- C— Buried Communications
- E— Buried Electric
- GM ■ Gas Meter

CERTIFICATION

I hereby certify that this preliminary plat was prepared by me or under my direction and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Dated this 13th day of October, 2025
REHDER & ASSOCIATES, INC.

Matthew D. Thiel
Matthew D. Thiel, Land Surveyor Minnesota
License No. 634581



SCALE IN FEET

OWNER

Minnesota Independence College and Community
7501 Logan Avenue South, #2A
Richfield, MN 55423
Attn: Amy Gudmestad
Phone: (612) 869-4008

APPLICANT

Minnesota Independence College and Community
7501 Logan Avenue South, #2A
Richfield, MN 55423
Attn: Amy Gudmestad
Phone: (612) 869-4008

ENGINEER/SURVEYOR

Rehder & Associates, Inc.
3440 Federal Drive, Suite 110
Eagan, Minnesota 55122
Attn: Matthew Thiel
Phone: (651) 337-6723
Email: mthiel@rehder.com

MICC

LEARNING CENTER

2018 76th Steet West, Richfield, MN 55423

PROJECT NUMBER: 3233.001.02
 CLIENT PROJECT NUMBER:



DOCUMENT PACKAGE

ISSUED: NOVEMBER 18, 2025

PACKAGE: LAND USE APPLICATION - REVISON 1



RSP Architects
 1220 Marshall St NE
 Minneapolis, MN 55413-1036
 612.677.7100
 rsparch.com

CONSULTANTS

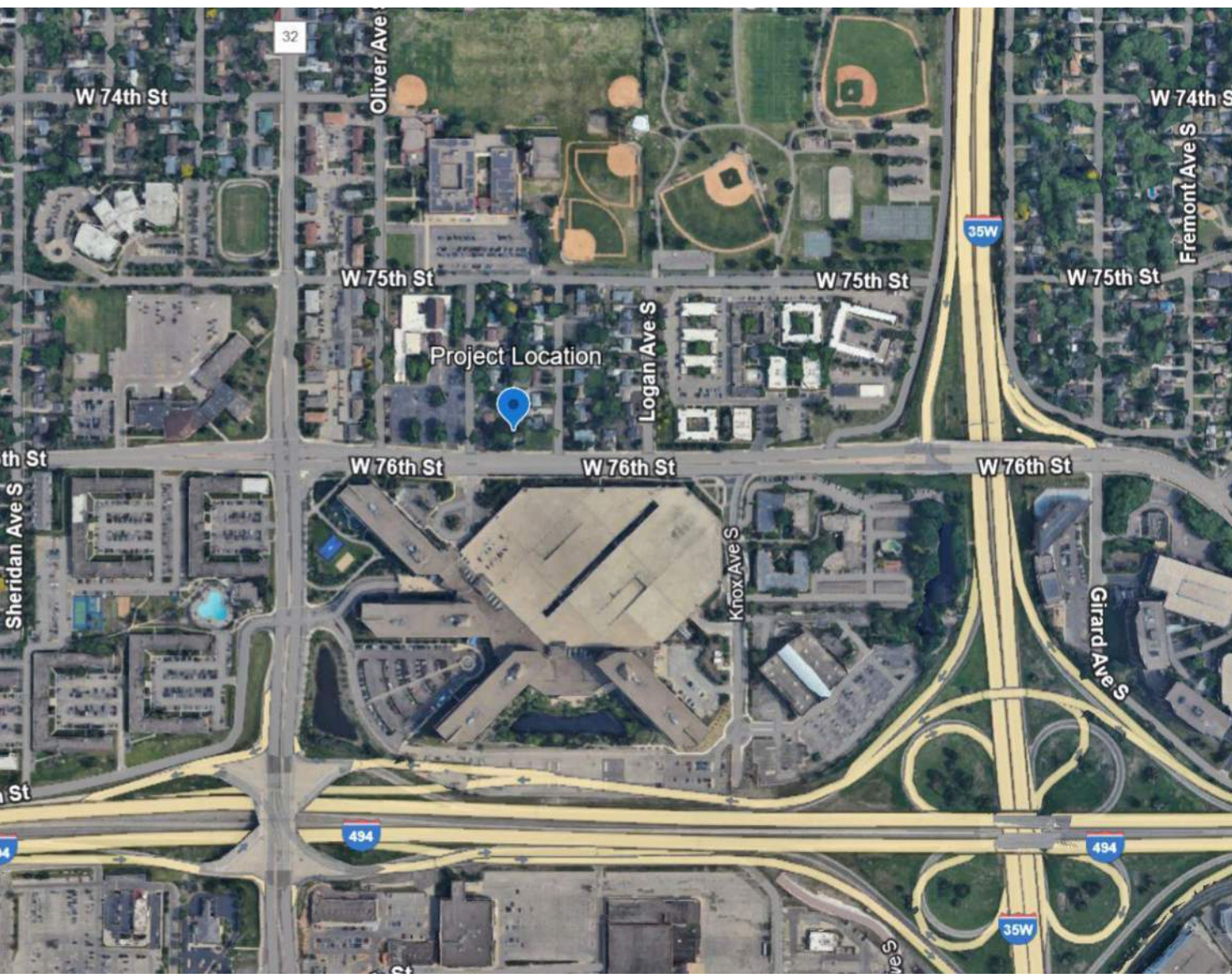
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 11-18-2025

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Name
 License No.
 Expiration Date
 Date Signed
 PROJECT FOR
MICC
 LEARNING CENTER

LOCATION MAP



KEY PLAN



PROJECT TEAM

OWNER

Minnesota Independence College and Community
 7501 Logan Avenue S., Suite 2A
 Richfield, MN 55423
 Phone: 612.869.4008

Amy Gudmestad, Chief Executive Officer
 Phone: 612.869.4016
 Email: agudmestad@micc.org

OWNERS REPRESENTATIVE

NTH, INC.

Amanda Janzen
 Phone: 612.359.3216
 Email: ajanzen@nth-inc.com

ARCHITECT

RSP Architects, Ltd.
 1220 Marshall Street NE
 Minneapolis, MN 55413
 Phone: 612.677.7100 Fax: 612.677.7499

Terry Holland, AIA, Principal
 Phone: 612.677.7175
 Email: terry.holland@rsparch.com

Mark Forsberg, AIA, Project Architect/Manager
 Phone: 612.677.7177
 Email: mark.forsberg@rsparch.com

Scott Aspenson, AIA, Design Principal
 Megan Cupery, CID, Interior Designer
 Curt Carlson, Project Captain

STRUCTURAL ENGINEER

ERA Structural Engineering
 2520 University Ave. W., Suite 423
 St. Paul, MN 55114-1904
 Phone: 651.251.7570

Mike Steenson, PE
 Email: msteenson@eraeng.com

Doug Wolf, PE, SE
 Email: dwoolf@eraeng.com

MECH/ELEC ENGINEERS

Dunham Associates, Inc.
 59 South 6th St., Unit 1100
 Minneapolis, MN 55402
 Phone: 612.465.7550

Bryan Schmidt, PE, Mechanical
 Email: bryan.schmidt@dunhameng.com

Madeline Folin, PE, Electrical
 Email: madeline.folin@dunhameng.com

CONTRACTOR

Ancoats
 Maddie Aase | Project Manager
 500 N 3rd St, Suite 100
 Minneapolis, MN 55401
 Phone: 612.251.3126

Maddie Aase
 Email: maddie.aase@ancoats.com

CIVIL ENGINEER

Rehder & Associates, Inc.
 3440 Federal Drive, Suite 110
 Eagan, MN 55122
 Phone: 651.452.5051

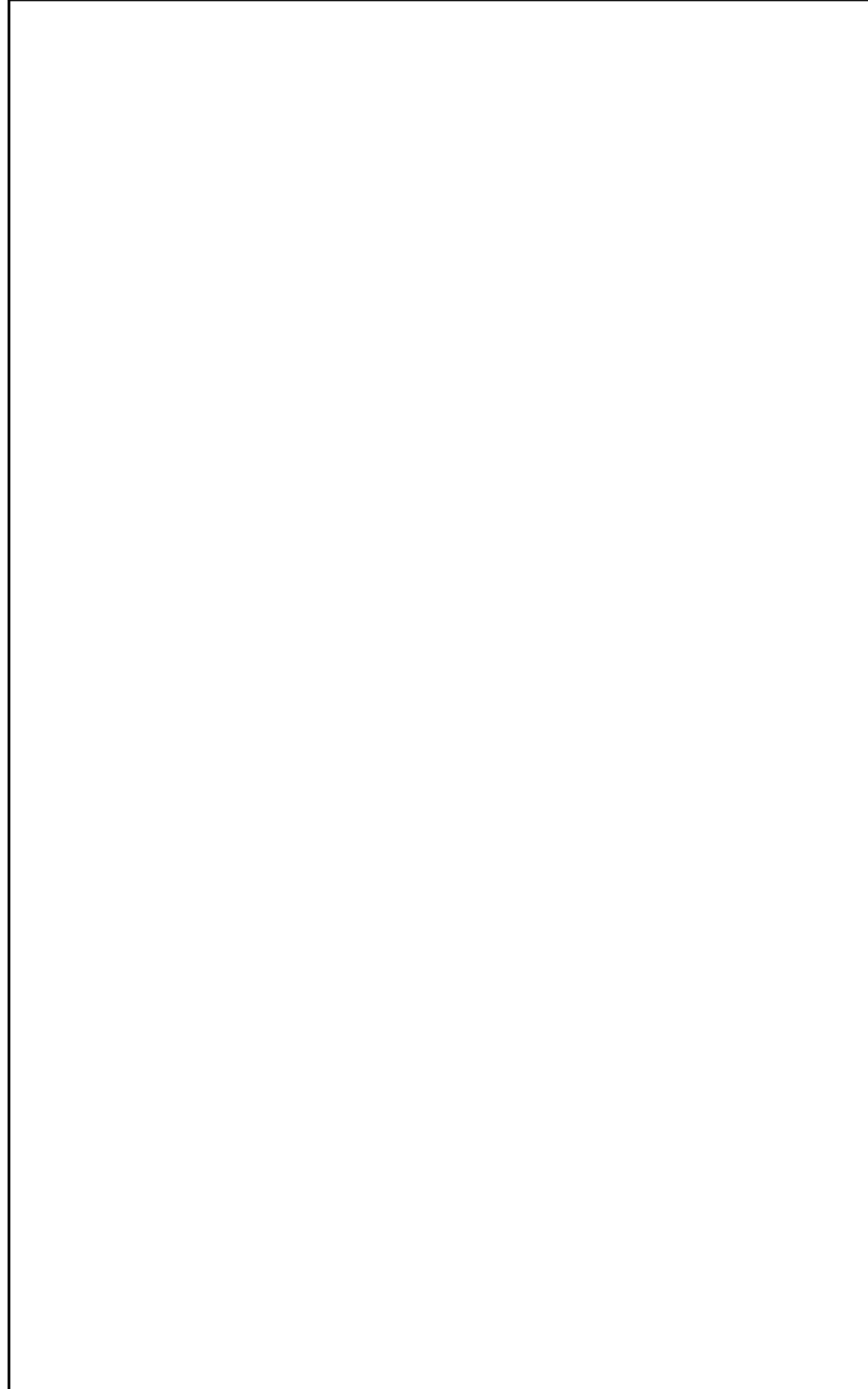
Nicholas Adam, PE
 Phone: 651.337.0729
 Email: nidam@rehder.com

LANDSCAPE/ SITE DESIGN

TLALU Collaborative
 212 N 3rd Avenue, Suite 315
 Minneapolis, MN 55401
 Phone: 651.240.6655

Bruce Chamberlain, FASLA
 Email: bchamberlain@tallcollaborative.com

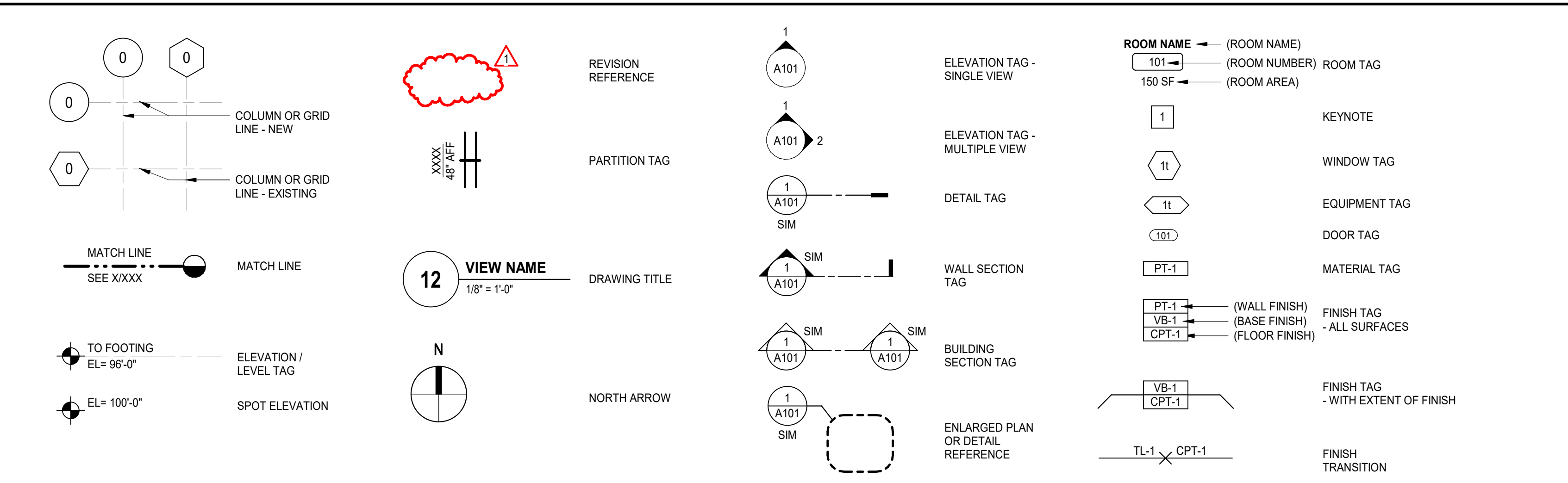
CODE SUMMARY



SHEET INDEX

SHEET NO.	NAME	DRAWINGS		ISSUES	
		Land Use Application	Schematic Design-Pricing Package	Land Use Application Revt	Land Use Application Revt
ISSUE KEY: 1 ISSUED (WITH SIGNATURE) 2 REVISED AND RE-ISSUED (WITH SIGNATURE) 3 NOT FOR CONSTRUCTION - REFERENCE ONLY 4 RE-ISSUED FROM A PRIOR BID PACK - NO REVISIONS					
00	General				
G000	COVER SHEET	3	3	3	
G001	GENERAL INFORMATION		3		
PR101	76TH & MORGAN		3		
PR102	76TH & NEWTON		3		
PR103	NORTH ENTRY PERSPECTIVE		3		
PR104	NORTH SIDEWALK PERSPECTIVE		3		
PR105	PARKING LOT PERSPECTIVE		3		
20	Civil				
C000	EXISTING SITE CONDITIONS	3	3	3	
C100	SITE DEMOLITION PLAN		3		
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C300	GRADING, DRAINAGE & EROSION CONTROL PLAN		3		
C400	UTILITY PLAN		3		
C500	DETAILS		3		
C501	DETAILS		3		
C502	MNDOT DETAILS		3		
C600	SWPPP		3		
25	Landscape				
L000	GENERAL LANDSCAPE SHEET				
L100	OVERALL SITE MATERIAL PLAN				
40	Architectural				
A101	FIRST FLOOR PLAN	3	3	3	
A102	SECOND FLOOR PLAN		3		
A401	EXTERIOR ELEVATIONS		3		
A501	BUILDING SECTIONS		3		
A511	WALL SECTIONS		3		
A512	WALL SECTIONS		3		
A601	DETAILS		3		
60	Interiors				
I101	FIRST FLOOR FINISH PLAN		3		
I102	SECOND FLOOR FINISH PLAN		3		
70	Structural				
S000	STRUCTURAL COVER SHEET		3		
S101	FIRST FLOOR FOUNDATION PLAN		3		
S102	SECOND FLOOR FRAMING PLAN		3		
S103	ROOF FRAMING PLAN		3		
75	Mechanical				
M200	MECHANICAL SYMBOLS AND ABBREVIATIONS		3		
M201	FIRST FLOOR MECHANICAL PLAN		3		
M202	SECOND FLOOR MECHANICAL PLAN		3		
M203	MECHANICAL ROOF PLAN		3		
85	Electrical				
E000	ELECTRICAL SYMBOLS AND ABBREVIATIONS		3		
E100	ELECTRICAL SITE PHOTOMETRIC PLAN		3		
E201	FIRST FLOOR ELECTRICAL PLAN		3		
E202	SECOND FLOOR ELECTRICAL PLAN		3		
E500	ELECTRICAL RISER DIAGRAM		3		
98	PRESENTATION				
P001	OVERALL SITE LAYOUT PLAN W/ PROOF OF HOUSING CONCEPT	3	3		

DRAWING SYMBOLS



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Name
 License No.
 Expiration Date
 Date Signed

PROJECT FOR
MICC
 LEARNING CENTER



Project No. 3233.001.02
 Drawn By CAC
 Checked By MF
 Date 11/18/25

NOTICE: The designs shown and described herein including all technical drawings, graphics, and models thereof, are proprietary and cannot be copied, duplicated or commercially exploited, in whole or in part, without express written permission of RSP Architects. These are available for limited review and evaluation by clients, consultants, contractors, government agencies, vendors and office personnel only in accordance with this Notice.

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ISSUES / REVISIONS

NO.	DATE	DESCRIPTION
	10/13/25	LAND USE APPLICATION
	11/18/25	LAND USE APPLICATION REV1

76TH & MORGAN

PR101

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76TH & NEWTON

PR102

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NORTH ENTRY
PERSPECTIVE

PR103

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PROJECT FOR
MICC
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Project No.	3233.001.02
Drawn By	CAC
Checked By	MF
Date	11/18/25

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NORTH SIDEWALK PERSPECTIVE

PR104

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PROJECT FOR
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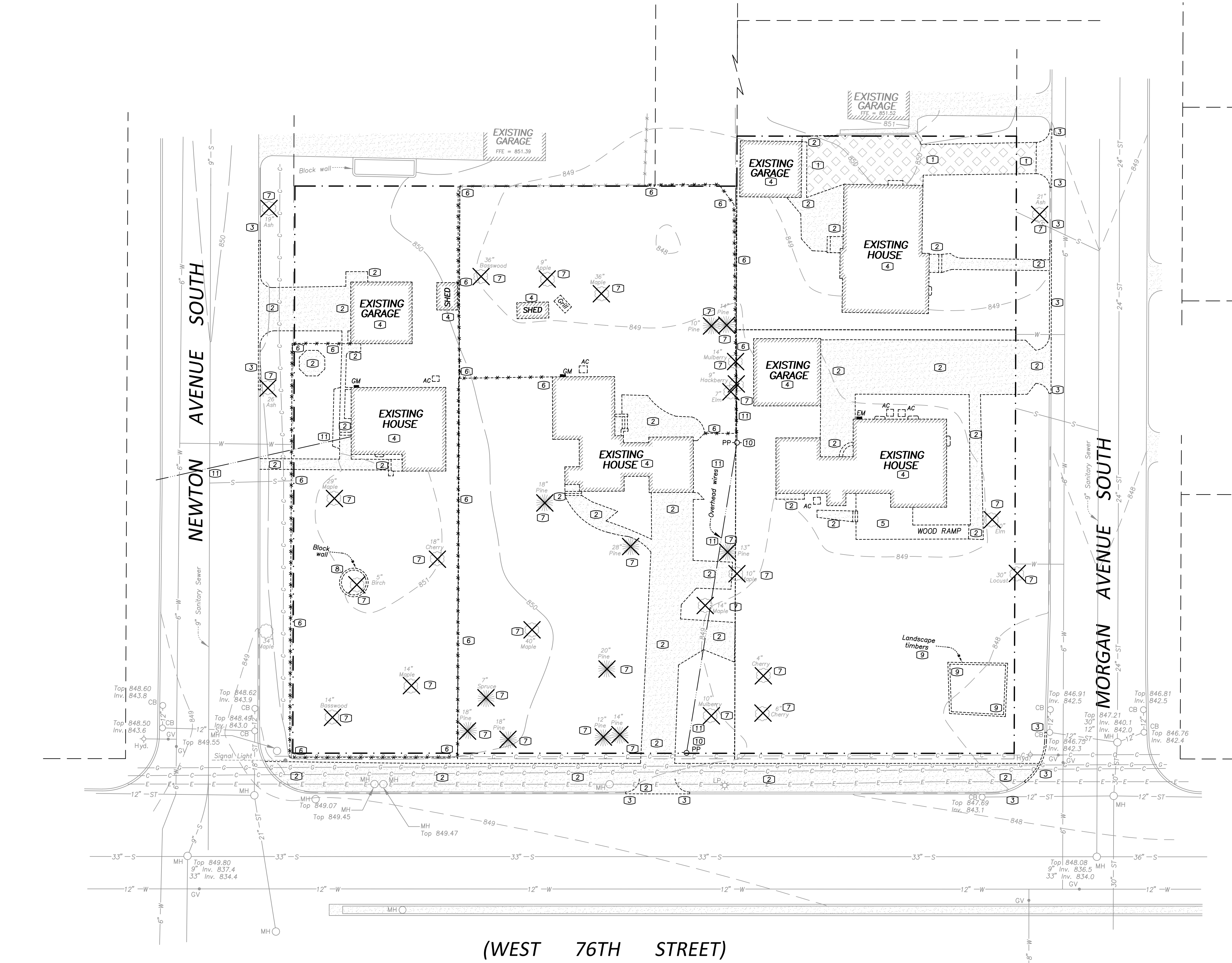
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ISSUES / REVISIONS

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	11/18/25	LAND USE APPLICATION REV1

PARKING LOT
 PERSPECTIVE

PR105



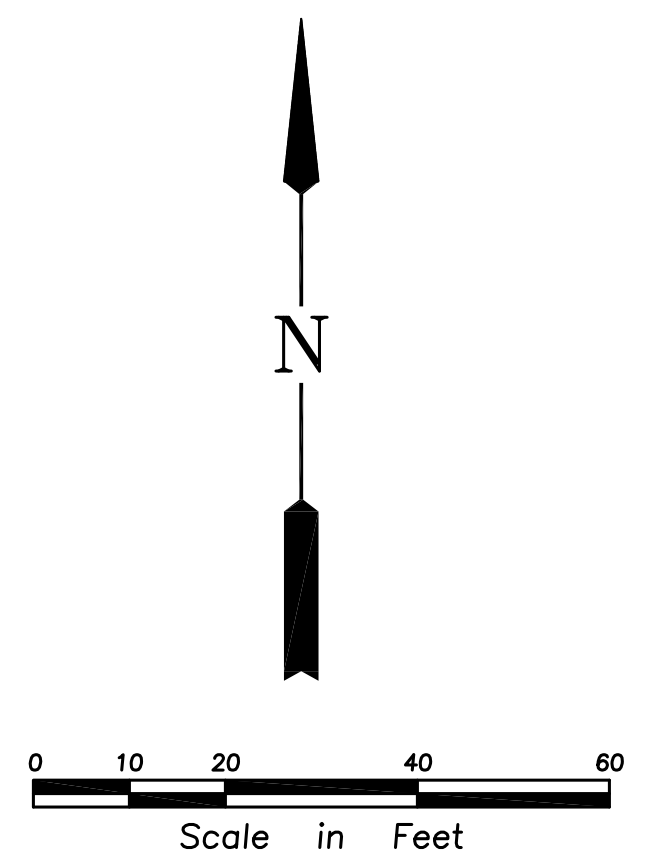
NOTE: CONTRACTOR TO COORDINATE REMOVAL/ABANDONMENT AND RELOCATION OF EXISTING POWER POLES, OVERHEAD ELECTRIC LINES, BURIED ELECTRIC LINES, BURIED COMMUNICATION LINES AND BURIED GAS LINES WITH THE APPROPRIATE UTILITY COMPANY.

NOTE: SEE ARCHITECTURAL FOR DEMOLITION OF EXISTING BUILDING

NOTE: SEE UTILITY PLAN FOR REMOVAL OF EXISTING UTILITY SERVICES

- DEMOLITION NOTES**
- 1 - Remove bituminous pavement
 - 2 - Remove concrete pavement
 - 3 - Remove curb & gutter
 - 4 - Remove house/garage/shed
 - 5 - Remove wood deck
 - 6 - Remove fence
 - 7 - Remove tree(s)
 - 8 - Remove brick wall
 - 9 - Remove landscape timbers
 - 10 - Remove power pole (Coordinate with utility company)
 - 11 - Remove utility line (Coordinate with utility company)

- LEGEND**
- EXISTING BITUMINOUS TO BE REMOVED
 - EXISTING CONCRETE TO BE REMOVED
 - BOUNDARY/ROW/BLOCK LINE
 - EXISTING WATERMAIN
 - EXISTING SANITARY SEWER
 - EXISTING STORM SEWER
 - EXISTING BURIED GAS LINE
 - EXISTING BURIED ELECTRIC LINE
 - EXISTING BURIED COMMUNICATION LINE
 - EXISTING CONTOUR
 - EXISTING ELEVATION



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MN. TOLL FREE 1-800-252-1166

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Drawn By	BQ
Checked By	NPA
Date	11/18/2025

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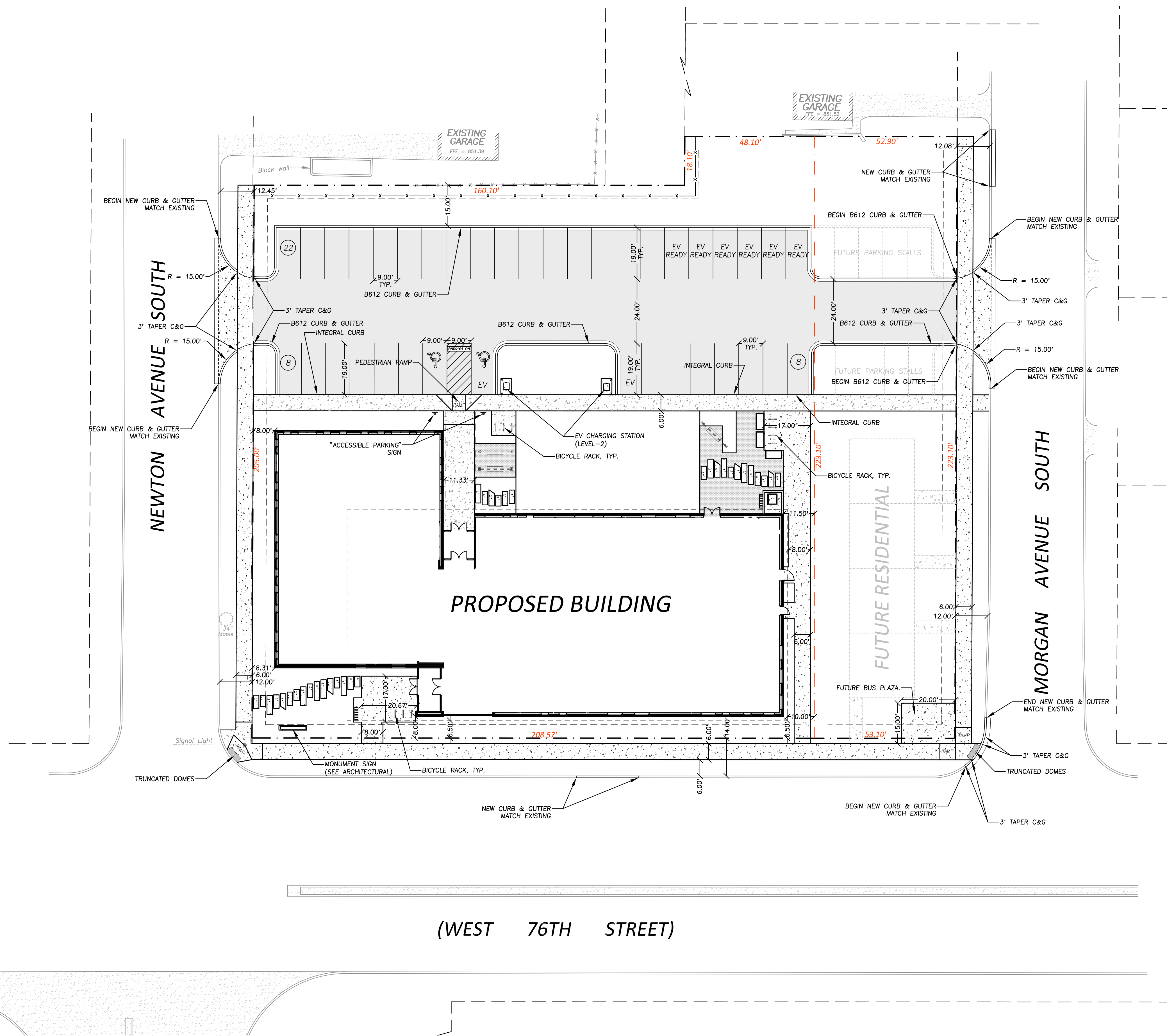
NO.	DATE	DESCRIPTION
10/13/25		LAND USE APPLICATION SCHEMATIC
10/29/25		DESIGN-PRICING PACKAGE
11/18/25		LAND USE APPLICATION REV1

SITE DEMOLITION PLAN

C100

CODE COMPLIANCE:

1. WORK SHALL BE IN ACCORDANCE WITH APPLICABLE LAWS, CODES & REQUIREMENTS OF REGULATORY AGENCIES HAVING JURISDICTION.
2. NOTIFY THE OWNER'S ENGINEER OF DISCREPANCIES BETWEEN THE WORK AND APPLICABLE CODES. DO NOT WORK IN AN AFFECTED AREA UNTIL THE DISCREPANCY HAS BEEN RESOLVED.
3. VERIFY CODES IN EFFECT AT THE TIME OF THE NOTICE TO PROCEED AND STAY CURRENT WITH CODE CHANGES WHICH AFFECT THE WORK UNTIL SUBSTANTIAL COMPLETION.



SITE SUMMARY

SITE AREA = 1.27 ACRES
DISTURBED AREA = 1.57 ACRES
EXISTING IMPERVIOUS AREA = 0.32 ACRES
POST CONSTRUCTION IMPERVIOUS AREA = 0.77 ACRES
FUTURE IMPERVIOUS AREA = 0.13 ACRES

MICC SITE
SITE AREA = 43,554 SQ.FT.
POST CONSTRUCTION IMPERVIOUS AREA = 31,855 SQ.FT. (73.1%)
POST CONSTRUCTION BLDG COVERAGE = 15,108 SQ.FT. (34.7%)
POST CONSTRUCTION BLDG COVERAGE INCLUDING OVERHANG = 16,113 SQ.FT. (37.0%)

FUTURE RESIDENTIAL SITE
SITE AREA = 11,712 SQ.FT.
POST CONSTRUCTION IMPERVIOUS AREA = 1,907 SQ.FT. (16.3%)
FUTURE IMPERVIOUS AREA = 5,530 SQ.FT. (47.2%)
FUTURE BUILDING AREA = 2,400 SQ.FT. (20.5%)

PARKING STALLS & BICYCLE PARKING SUMMARY

MICC STAFF = 40
MICC STUDENTS = 200

STAFF PARKING STALLS REQUIRED = 1 PER STAFF = 40 STALLS
STUDENT PARKING STALLS REQUIRED = 1 PER 8 STUDENTS = 25 STALLS
STALLS REQUIRED (NO REDUCTIONS) = 65 STALLS
HIGH FREQUENCY TRANSIT ROUTE REDUCTION (10% REDUCTION) = 65 x 0.9 = 59 STALLS REQUIRED
TRANSIT PLAZA REDUCTION (10% REDUCTION) = 59 x 0.9 = 53 STALLS REQUIRED

TOTAL PARKING STALLS REQUIRED = 53 STALLS
PARKING STALLS PROVIDED = 38 STALLS (36 STANDARD + 2 ACCESSIBLE)
FUTURE PARKING STALLS PROVIDED = 10 STALLS

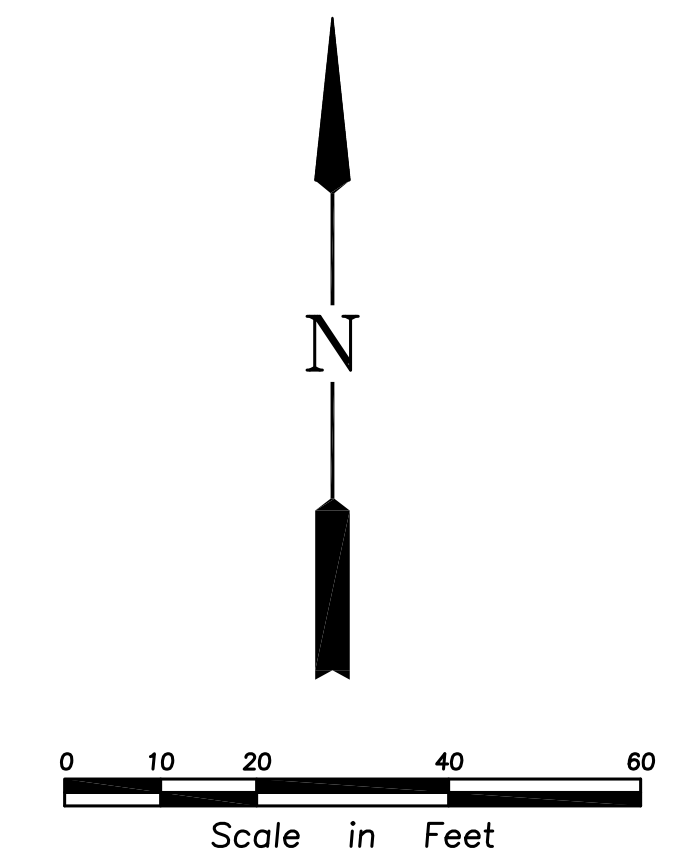
BICYCLE PARKING REQUIRED = 1 PER 10 STUDENTS
BICYCLE PARKING PROVIDED = 20 (10 HOOPS W/2 BICYCLES PER HOOP)

EV CHARGING STATIONS REQUIRED = 5% OF PARKING STALLS PROVIDED
EV CHARGING STATIONS REQUIRED = 5% X 38 = 2 CHARGING STATIONS
EV CHARGING STATIONS PROVIDED = 2 (LEVEL-2)

EV READY SPACES REQUIRED = 20% OF PARKING STALLS PROVIDED
EV READY SPACES REQUIRED = 20% X 38 = 8 EV READY SPACES
EV READY SPACES PROVIDED = 8 (7 LEVEL-2 + 1 LEVEL-3)

LEGEND

- BOUNDARY/ROW/BLOCK LINE
- - - PROPOSED LOT LINE
- - - EASEMENT
- [Pattern] PROPOSED CONCRETE
- [Pattern] PROPOSED BITUMINOUS
- [Pattern] PROPOSED PERMEABLE PAVEMENT



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ISSUES / REVISIONS

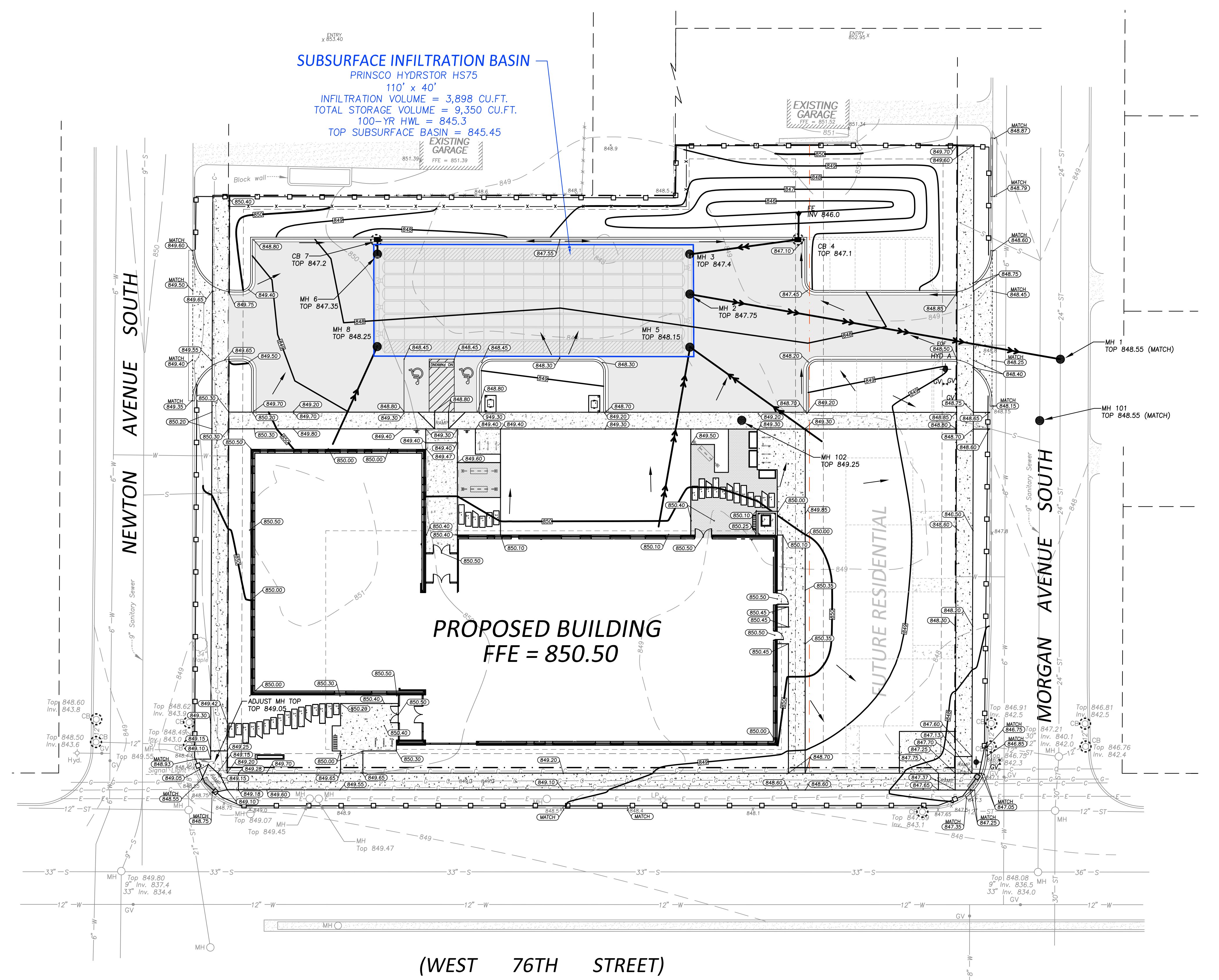
NO.	DATE	DESCRIPTION
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10/29/25		DESIGN-PRICING PACKAGE
11/18/25		LAND USE APPLICATION REV1

SITE DIMENSION PLAN

C200

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3. VERIFY CODES IN EFFECT AT THE TIME OF THE NOTICE TO PROCEED AND STAY CURRENT WITH CODE CHANGES WHICH AFFECT THE WORK UNTIL SUBSTANTIAL COMPLETION.



GRADING NOTES

- 1 - All elevations shown are to final surfaces.
- 2 - Contractor is responsible for obtaining a National Pollutant Discharge Elimination System (NPDES) General Storm Water Permit for Construction Activity before construction begins.

EROSION CONTROL NOTES

- 1 - Contractor is responsible for all notifications and inspections required by General Storm Water Permit.
- 2 - All erosion control measures shown shall be installed prior to grading operations and maintained until all areas disturbed have been restored.
- 3 - Sweep paved public streets as necessary where construction sediment has been deposited.
- 4 - Each area disturbed by construction shall be restored per the specifications within 14 days after the construction activity in that portion of the site has temporarily or permanently ceased.
- 5 - Temporary soil stockpiles must have silt fence around them and cannot be placed in surface waters, including storm water conveyances such as curb and gutter systems, or conduits and ditches.
- 6 - Excess concrete/water from concrete trucks shall be disposed of in portable washout concrete basin or disposed of in a contained area.

INSPECTION AND MAINTENANCE

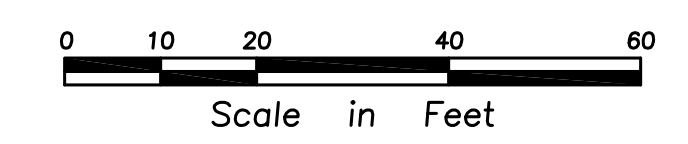
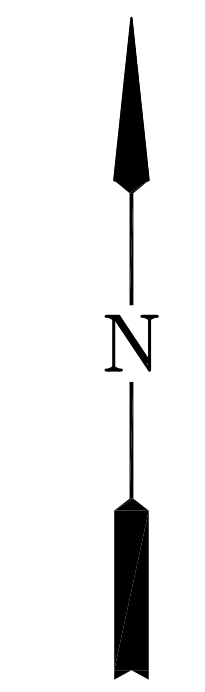
- The site must be inspected once every seven (7) days during active construction and within 24 hours after a rainfall event greater than 0.5 inches in 24 hours.
- All inspections and maintenance conducted must be recorded in writing and records retained with the SWPPP.
- Areas of the site that have undergone final stabilization, may have the inspection of these areas reduced to once per month.
- All silt fence must be repaired, replaced, or supplemented within 24 hours when they become nonfunctional or the sediment reaches 1/3 of the height of the fence.
- Construction site vehicle exit locations must have sediment removed from off-site paved surfaces within 24 hours of discovery.

POLLUTION PREVENTION MANAGEMENT

- All solid waste must be disposed of off-site per the MPCA disposal requirements.
- All hazardous waste must be properly stored with restricted access to storage areas to prevent vandalism. Storage and disposal of hazardous waste must be in compliance with MPCA Regulations.

LEGEND

- PROPOSED MANHOLE
- PROPOSED CATCH BASIN
- ◆ PROPOSED HYDRANT
- ⋯ PROPOSED GATE VALVE
- PROPOSED STORM SEWER
- ▭ PROPOSED CONCRETE
- ▭ PROPOSED BITUMINOUS
- ▭ PROPOSED PERMEABLE PAVEMENT
- PROPOSED CONTOUR
- PROPOSED ELEVATION
- SILT FENCE
- INLET PROTECTION DEVICE
- BOUNDARY/ROW/BLOCK LINE
- PROPOSED LOT LINE
- EASEMENT
- DRAINAGE ARROW
- W — EXISTING WATERMAIN
- S — EXISTING SANITARY SEWER
- ST — EXISTING STORM SEWER
- G — EXISTING BURIED GAS LINE
- E — EXISTING BURIED ELECTRIC LINE
- C — EXISTING BURIED COMMUNICATION LINE
- 980 — EXISTING CONTOUR
- x 995.50 EXISTING ELEVATION



GOPHER STATE ONE CALL

CALL 48 HOURS BEFORE YOU DIG
TWIN CITY AREA 651-454-0002
MN. TOLL FREE 1-800-252-1166

Project No.	3233.001.02
Drawn By	BQ
Checked By	NPA
Date	11/18/2025

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ISSUES / REVISIONS

NO.	DATE	DESCRIPTION
10/13/25		LAND USE APPLICATION SCHEMATIC
10/29/25		DESIGN-PRICING PACKAGE
11/18/25		LAND USE APPLICATION REV1

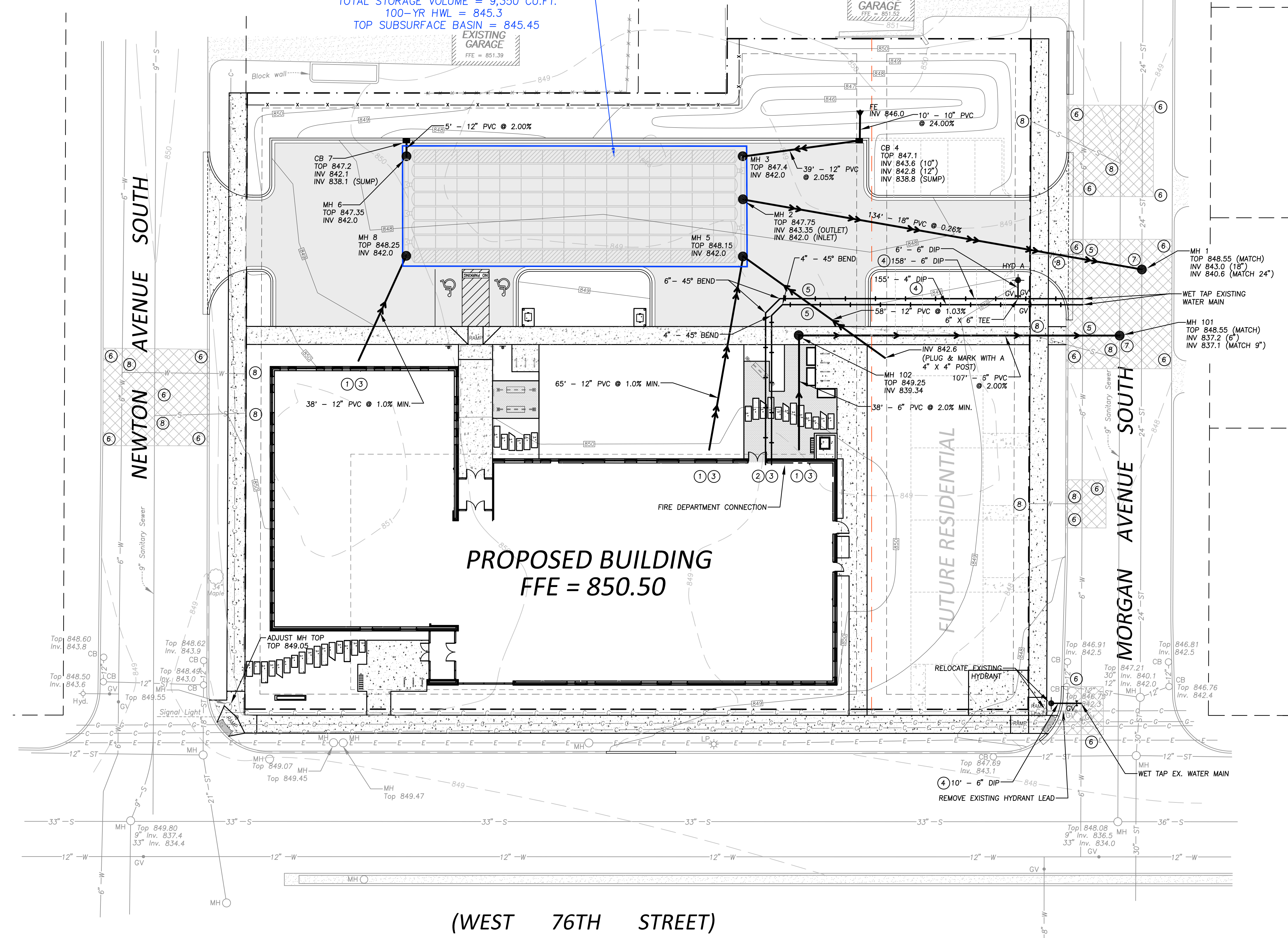
GRADING, DRAINAGE & EROSION CONTROL PLAN

C300

CODE COMPLIANCE:

1. WORK SHALL BE IN ACCORDANCE WITH APPLICABLE LAWS, CODES & REQUIREMENTS OF REGULATORY AGENCIES HAVING JURISDICTION.
2. NOTIFY THE OWNER'S ENGINEER OF DISCREPANCIES BETWEEN THE WORK AND APPLICABLE CODES. DO NOT WORK IN AN AFFECTED AREA UNTIL THE DISCREPANCY HAS BEEN RESOLVED.
3. VERIFY CODES IN EFFECT AT THE TIME OF THE NOTICE TO PROCEED AND STAY CURRENT WITH CODE CHANGES WHICH AFFECT THE WORK UNTIL SUBSTANTIAL COMPLETION.

SUBSURFACE INFILTRATION BASIN
PRINSCO HYDRATOR HS75
110' x 40'
INFILTRATION VOLUME = 3,898 CU.FT.
TOTAL STORAGE VOLUME = 9,350 CU.FT.
100-YR HWL = 845.3
TOP SUBSURFACE BASIN = 845.45



- UTILITY NOTES**
- 1 - All sewer services to extend to a point 5' from proposed building.
 - 2 - Bring water main into proposed building and cap at the floor.
 - 3 - Verify all service locations and inverts with mechanical engineer before construction.
 - 4 - All watermain to have a minimum of 7.5' of cover.
 - 5 - Maintain a minimum of 18" of vertical separation between watermain & sewer.
 - 6 - Remove & replace existing bituminous pavement and curb & gutter, match existing sections.
 - 7 - Construct proposed manhole over existing sewer.
 - 8 - Remove existing sanitary sewer and water service up to the main per City requirements.

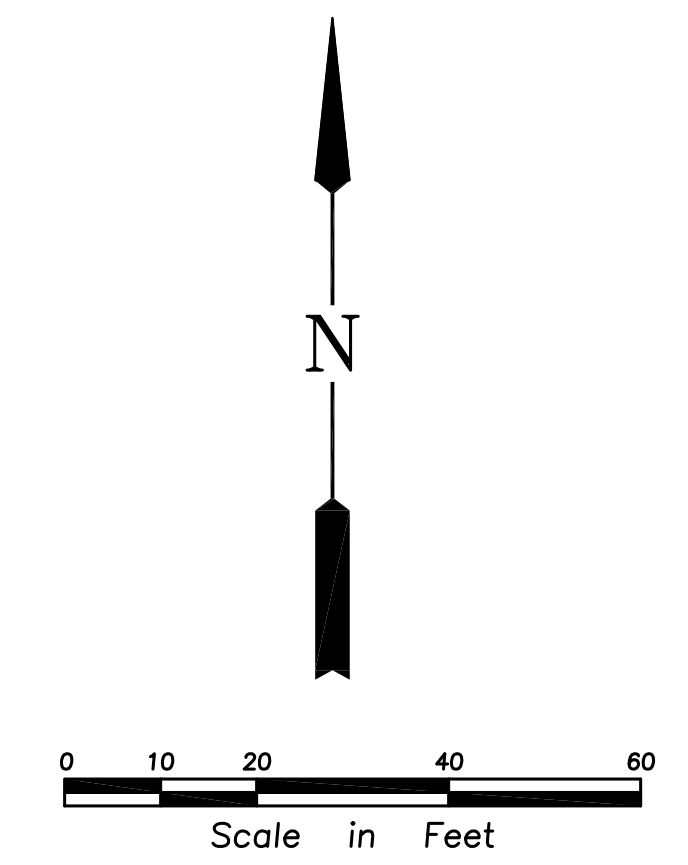
CATCH BASIN/MANHOLE SCHEDULE

STRUCTURE NO.	BARREL SIZE	NEENAH CASTING NO.
MH 1	48"	R-1642B
MH 2	48"	R-1642B
MH 3	48"	R-1642B
CB 4	48"	R-3067V
MH 5	48"	R-1642B
MH 6	48"	R-1642B
CB 7	48"	R-3067V
MH 8	48"	R-1642B

HYDRANT SCHEDULE

HYDRANT NO.	BREAKOFF FLANGE
HYD A	849.2
RELOCATED HYD	847.7

- LEGEND**
- PROPOSED MANHOLE
 - PROPOSED CATCH BASIN
 - ◆ PROPOSED HYDRANT
 - ◆ PROPOSED GATE VALVE
 - PROPOSED STORM SEWER
 - PROPOSED SANITARY SEWER
 - PROPOSED WATERMAIN
 - ▭ PROPOSED CONCRETE
 - ▭ PROPOSED BITUMINOUS
 - ▭ PROPOSED PERMEABLE PAVEMENT
 - BOUNDARY/ROW/BLOCK LINE
 - PROPOSED LOT LINE
 - EASEMENT
 - EXISTING WATERMAIN
 - EXISTING SANITARY SEWER
 - EXISTING STORM SEWER
 - EXISTING BURIED GAS LINE
 - EXISTING BURIED ELECTRIC LINE
 - EXISTING BURIED COMMUNICATION LINE



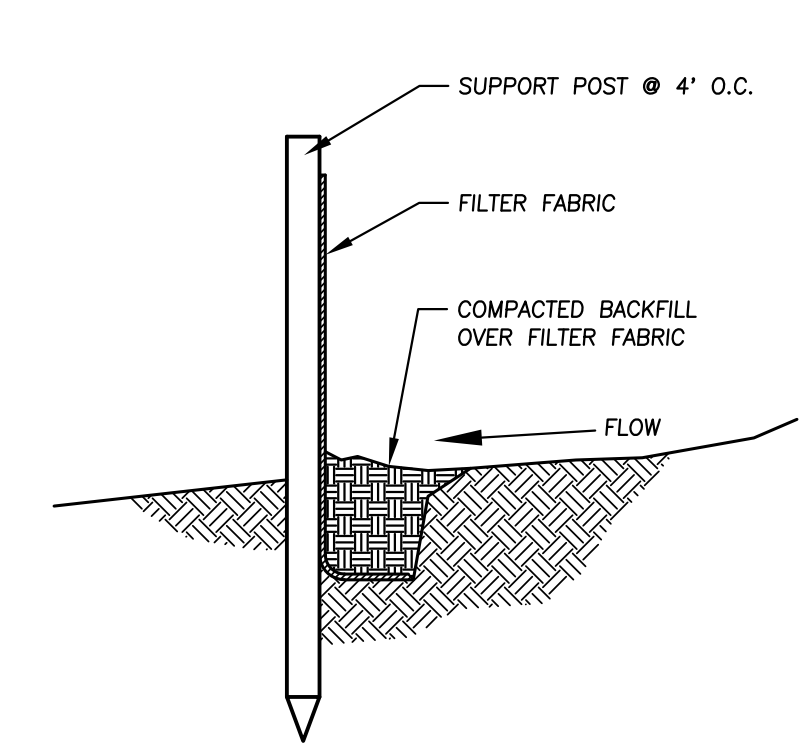
GOPHER STATE ONE CALL
CALL 48 HOURS BEFORE YOU DIG
TWIN CITY AREA 651-454-0002
MN. TOLL FREE 1-800-252-1166

Project No. 3233.001.02
Drawn By BQ
Checked By NPA
Date 11/18/2025

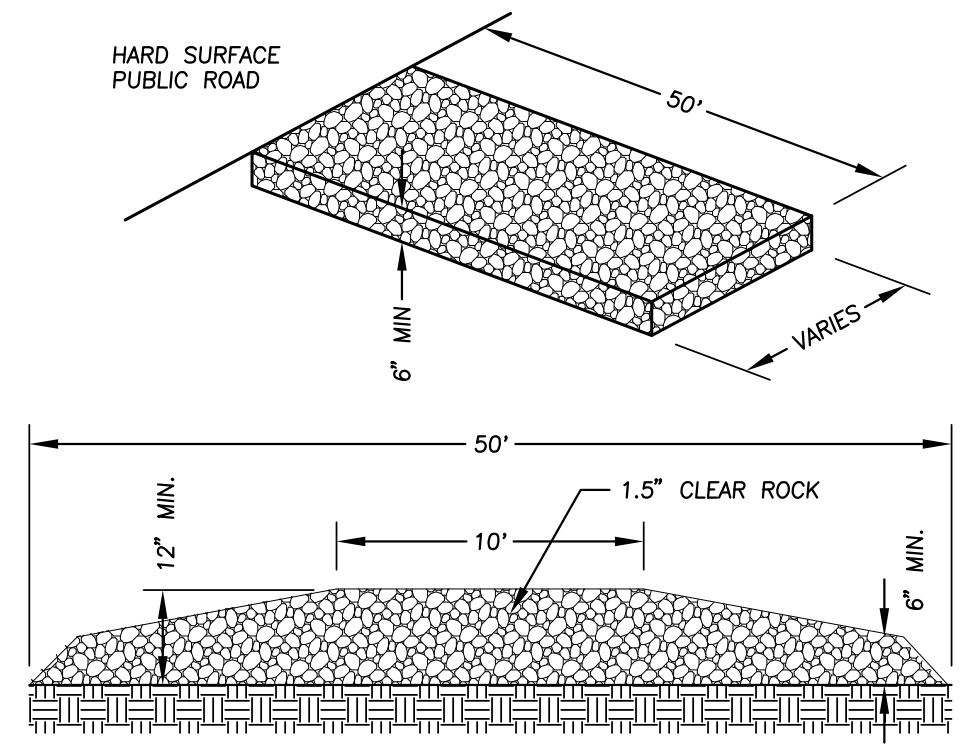
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ISSUES / REVISIONS

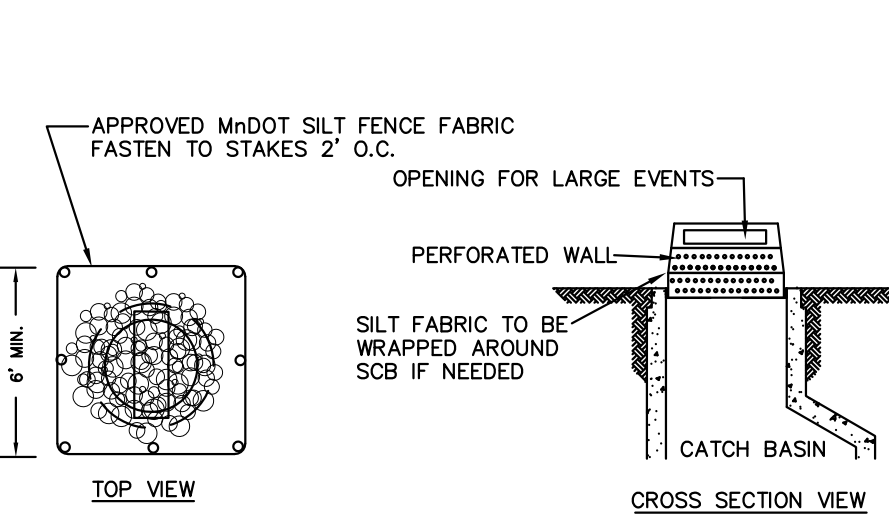
NO.	DATE	DESCRIPTION
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10/29/25		DESIGN-PRICING PACKAGE
11/18/25		LAND USE APPLICATION REV1



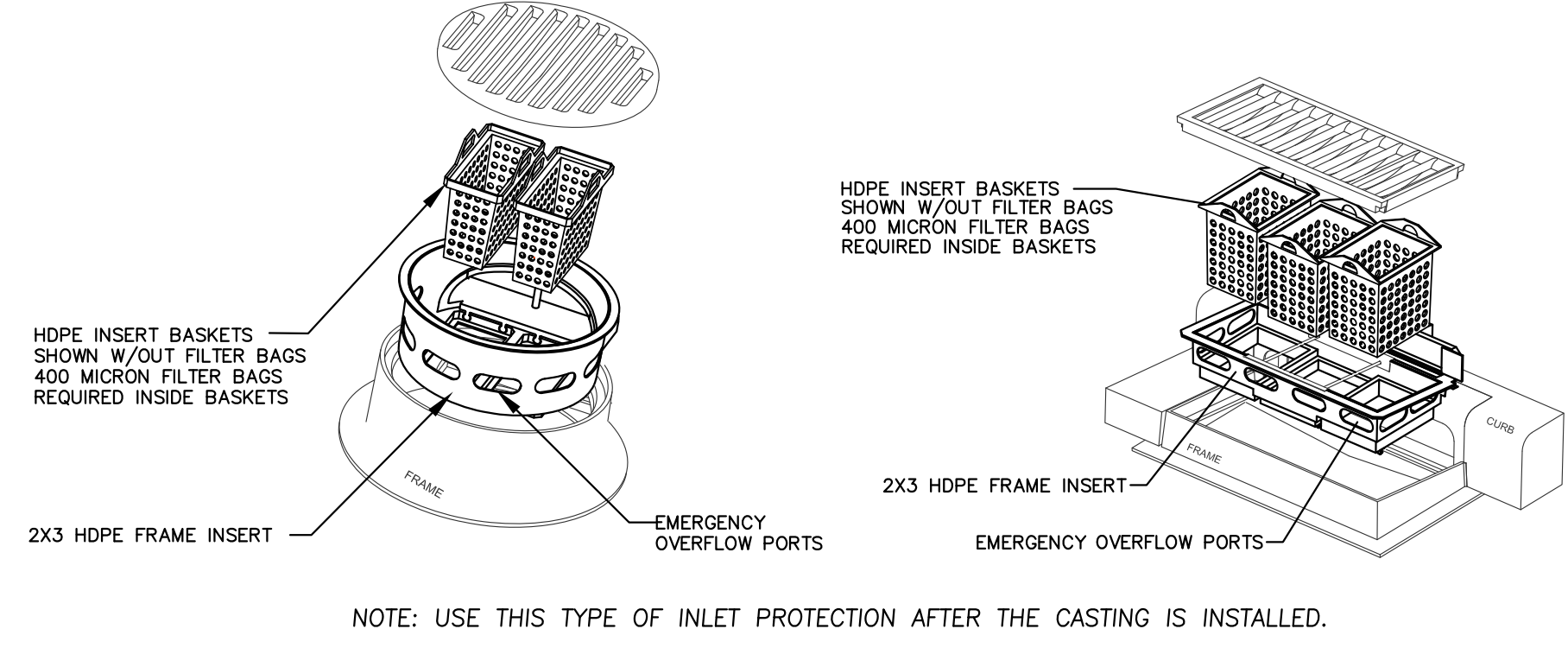
1
C5
SILT FENCE
NO SCALE



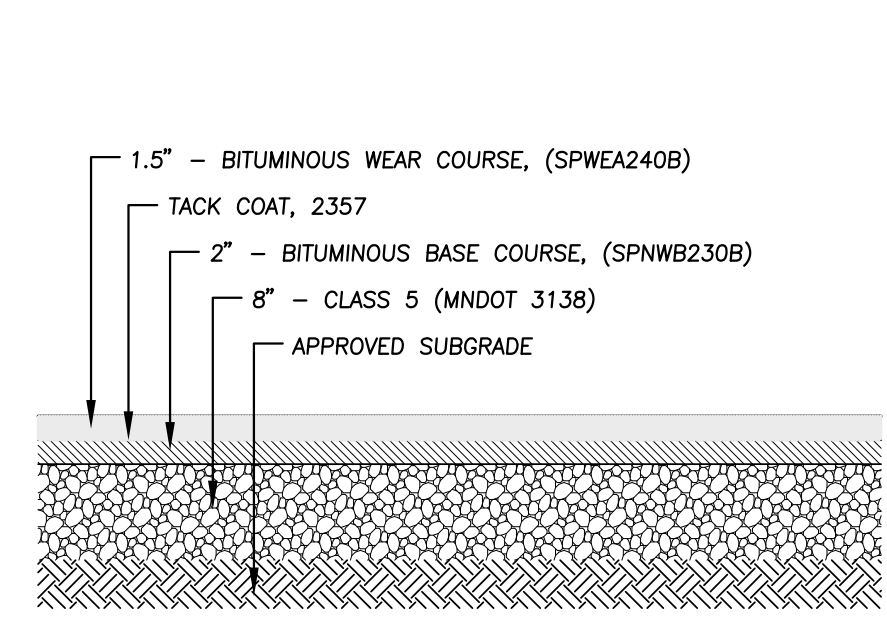
2
C5
ROCK CONSTRUCTION ENTRANCE
NO SCALE



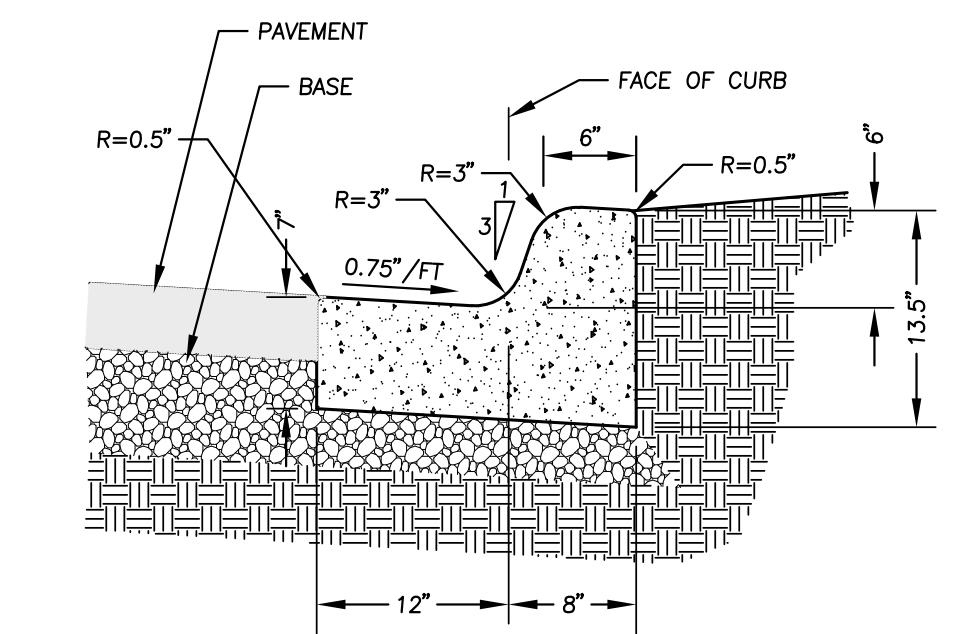
3
C5
INLET PROTECTION (INFRAFAFER OR EQUAL)
NO SCALE



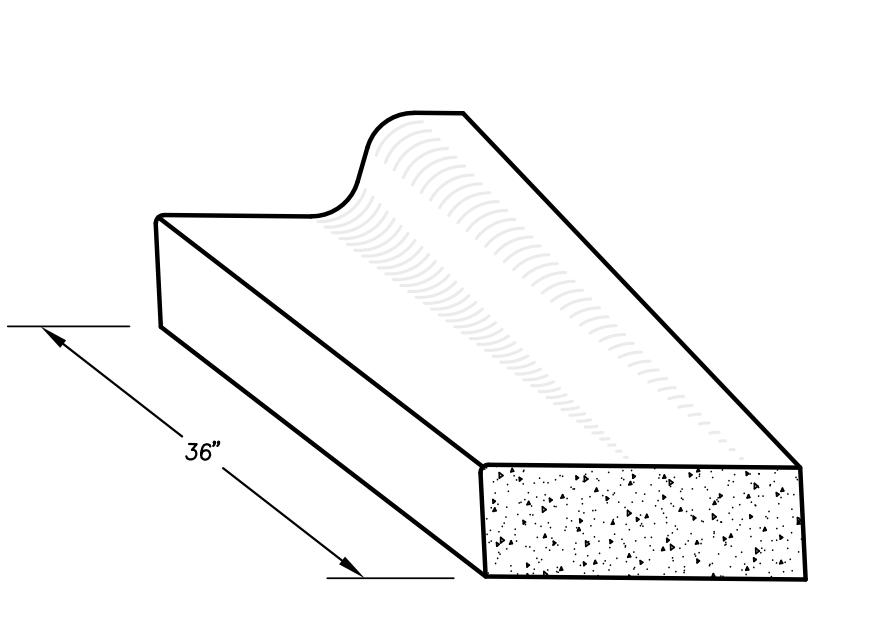
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C5
INLET PROTECTION (INFRAFAFER OR EQUAL)
NO SCALE



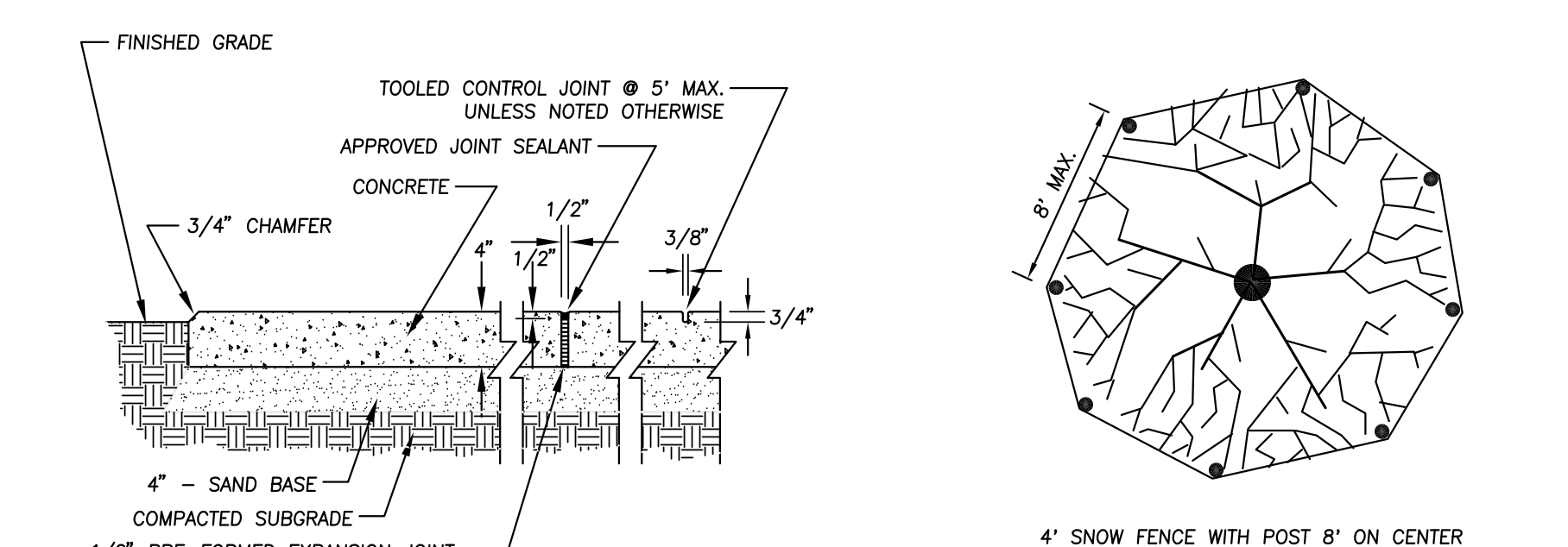
5
C5
PAVEMENT SECTION
NO SCALE



6
C5
B612 CONCRETE CURB & GUTTER
NO SCALE



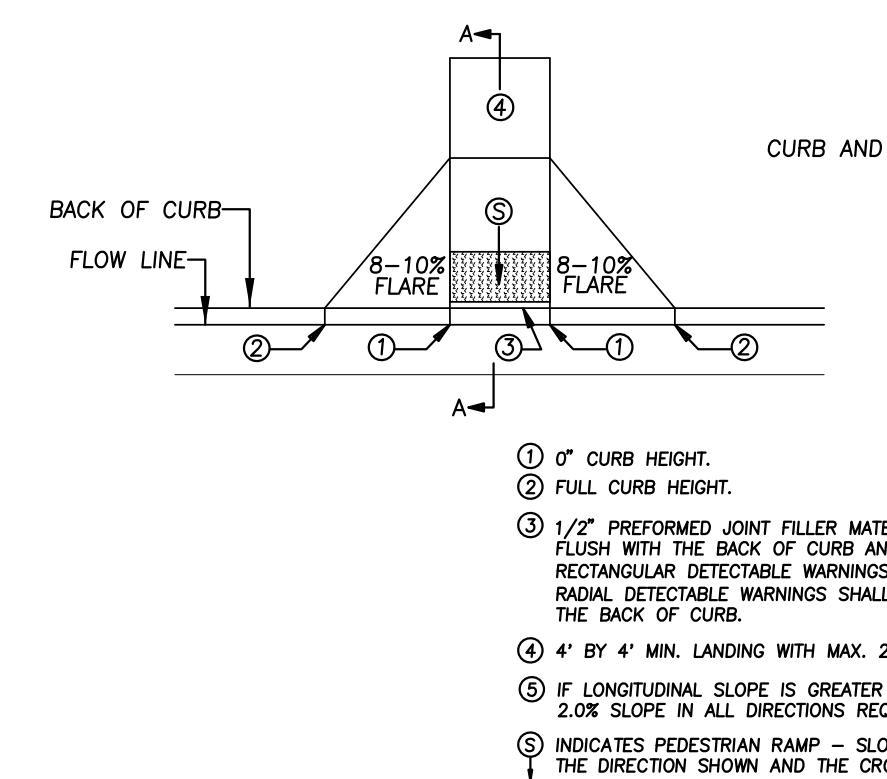
7
C5
CURB & GUTTER BEAVERTAIL
NO SCALE



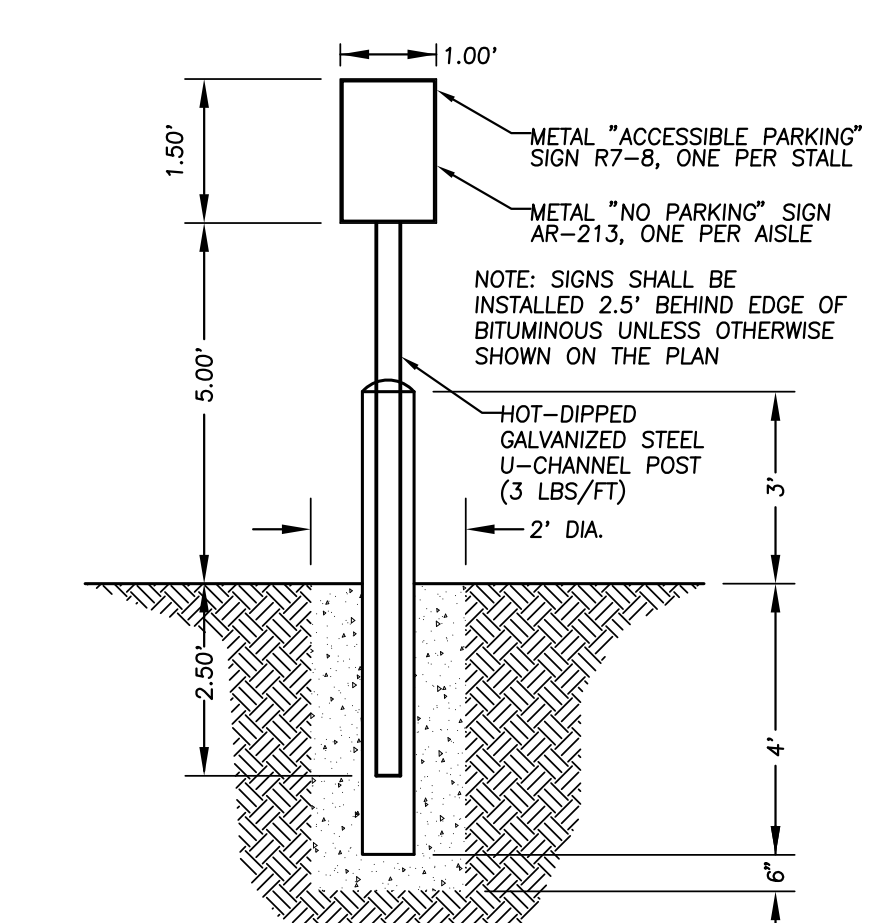
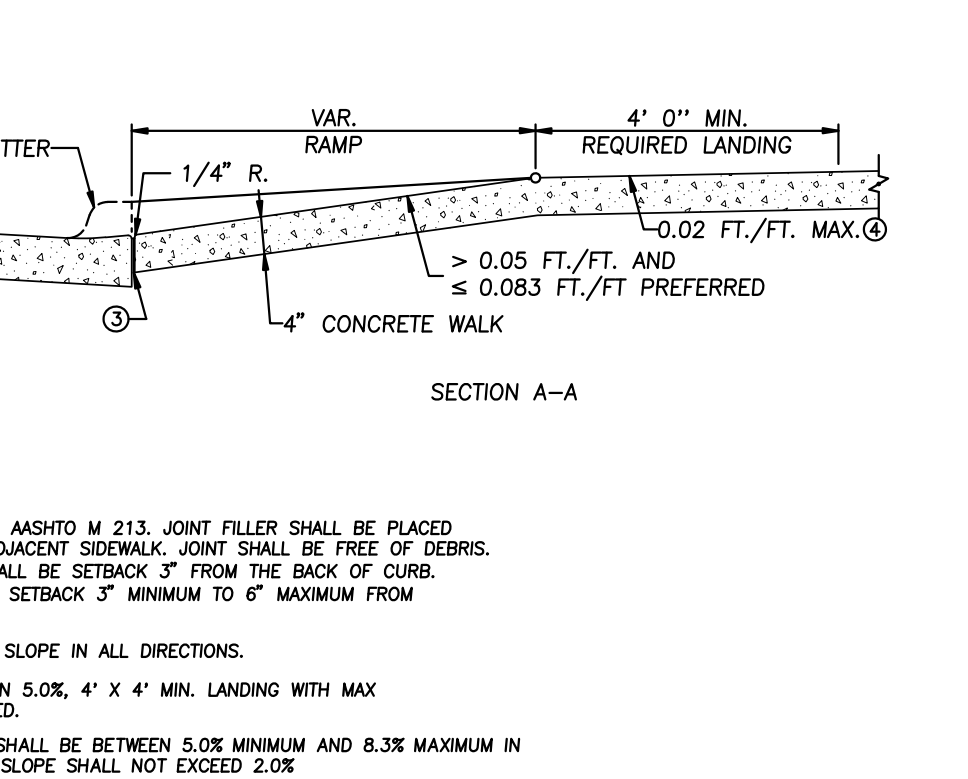
8
C5
CONCRETE SIDEWALK
NO SCALE



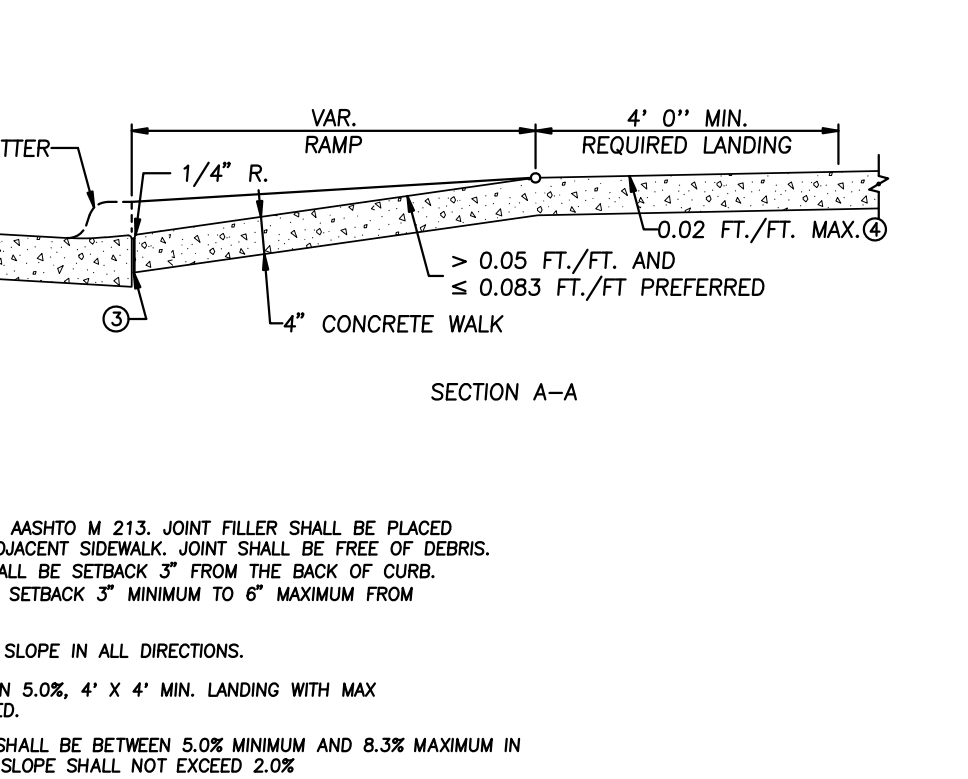
9
C5
TREE PROTECTION
NO SCALE



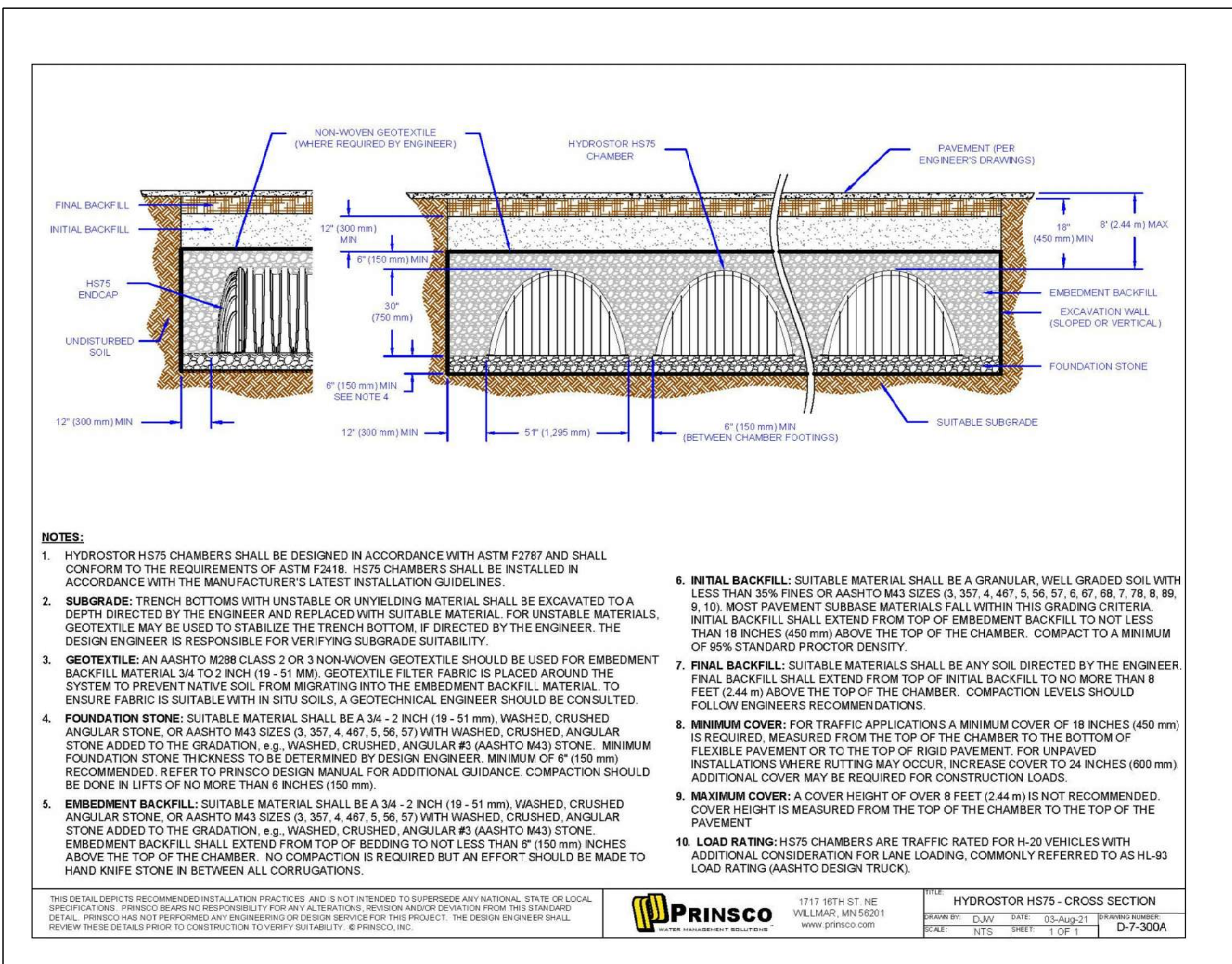
7
C1
PEDESTRIAN RAMP
NO SCALE



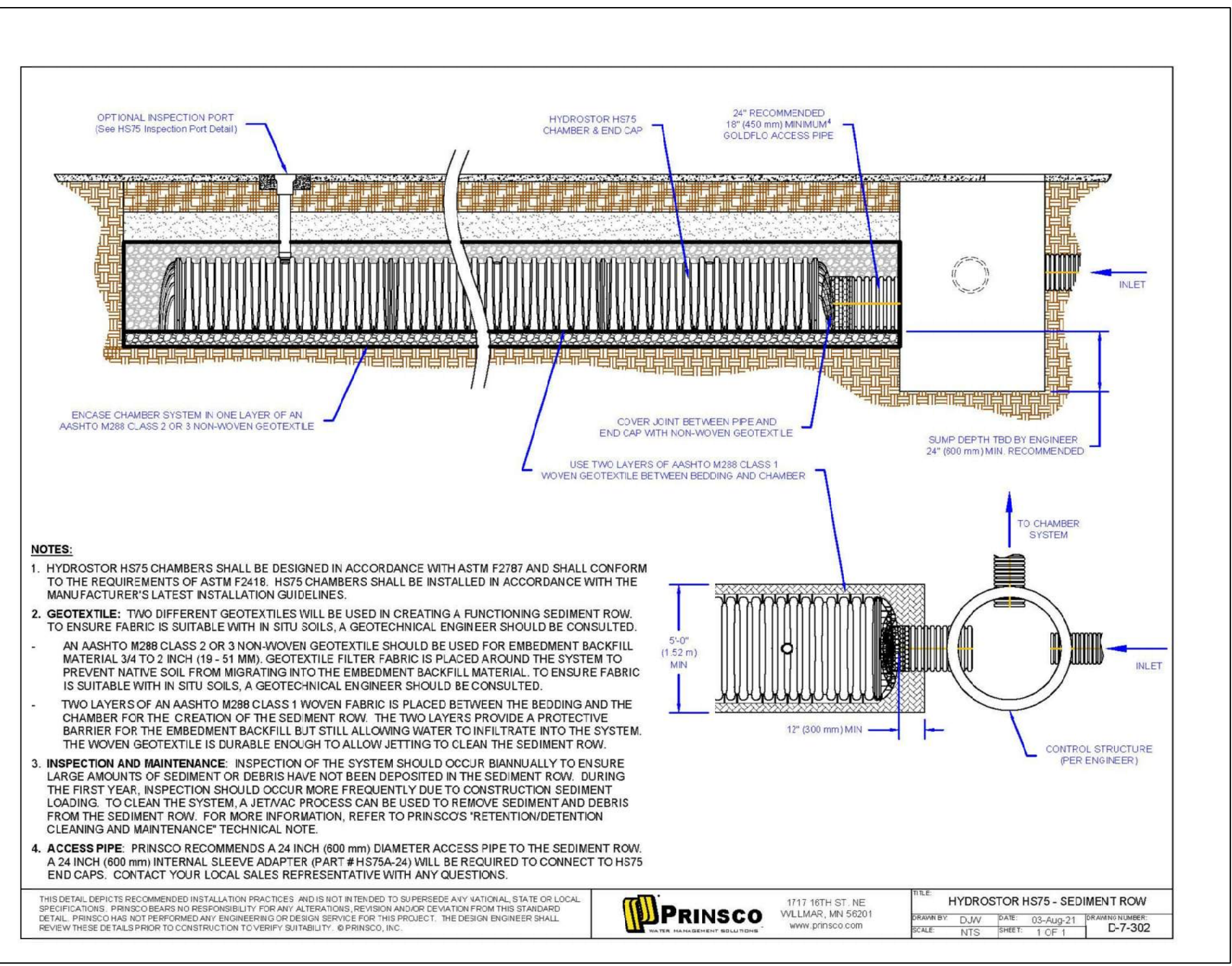
11
C5
ACCESSIBLE PARKING SIGN AND POST
NO SCALE



12
C5
SIDEWALK/INTEGRAL CURB
NO SCALE



10
C5
HYDROSTOR HST5 - CROSS SECTION
NO SCALE



10
C5
HYDROSTOR HST5 - SEDIMENT ROW
NO SCALE

Project No.	3233.001.02
Drawn By	BQ
Checked By	NPA
Date	11/18/2025

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11/18/25		LAND USE APPLICATION REV1

STANDARD DRIVWAY ENTRANCE WITH SIDEWALK

RESIDENTIAL - 20' MAX FRONT YARD, 22' MAX SIDE OR REAR YARD
COMMERCIAL - 28' MIN 32' MAX
*MAX WIDTH OF APRON AND DRIVEWAY BASED ON LOT SIZE AND MAY BE LESS THAN 20'

- EXISTING ASPHALT STREET SHALL NOT BE USED AS A FORM.
- CONTRACTOR SHALL REMOVE EXISTING BITUMINOUS A MINIMUM OF 12 INCHES FROM FACE OF GUTTER TO ALLOW FOR FORM PLACEMENT.
- BITUMINOUS PAVEMENT SHALL BE CUT STRAIGHT AND PARALLEL TO CURBLINE.
- MODOT TYPE 250 BITUMINOUS WEAR MIXTURE WILL BE INSTALLED TO MATCH EXISTING ASPHALT.
- TACK COAT REQUIRED ON ALL EXPOSED SURFACES IN CONTACT WITH BITUMINOUS PATCH.
- COMMERCIAL DRIVEWAY ENTRANCE REQUIRED FOR APARTMENT UNITS OF MORE THAN 4 UNITS.
- IF PRESENT, SIDEWALKS SHALL PASS THROUGH DRIVEWAYS AT 2% MAX CROSS SLOPE SEPARATED FROM THE APRON SLOPE BY A JOINT.
- IF PRESENT, SIDEWALKS SHALL BE REPLACED BY CONTRACTOR AT THEIR EXPENSE.
- SEPARATE PERMIT REQUIRED FROM BUILDING INSPECTIONS FOR DRIVEWAY REPLACEMENT.
- IF PRESENT, STREET LIGHT CONDUIT MUST BE EXPOSED FOR INSPECTION PRIOR TO POUR. BARE WIRES MUST BE PLACED IN 3" ELECTRICAL PVC CONDUIT 18" DEEP AND 1" BACK FROM CURB. EXTEND CONDUIT 1' FROM END BOLDS.

SEPARATE PERMIT REQUIRED FROM BUILDING INSPECTIONS FOR DRIVEWAY REPLACEMENT

STANDARD DETAIL NO. STR-02

APPROVAL 12/20/24
CITY ENGINEER

CITY OF RICHFIELD ENGINEERING DIVISION

R-1733 SERIES MANHOLE WITH CONCEALED LID (CONE SECTION)

NEENAH R-1733 (5001 LIGHTWEIGHT SELF-SEALING SOLID LID)

CONCRETE COLLAR TO ENCASE CASTING AND CONCRETE ADJUSTING RINGS. USE CONCRETE CURB AND GUTTER MIX OR MORTAR MIX (SPEC. 2506.28) FOR COLLAR.

MIN 1 AND MAX 4 ADJUSTING RINGS. MORTAR (DESIGNED FOR UNDERGROUND UTILITY INSTALLATION) BETWEEN CASTINGS, RINGS AND STRUCTURE.

NOTES: 1. MACHINED BEARING SURFACE.
2. LETTERED 2" STORM SEWER W/ 2 CONCEALED PICKHOLES.
3. H-20 LOAD OR GREATER.
4. WEIGHT- 122 LBS.

STANDARD DETAIL NO. STM-10A

APPROVAL 12/6/2017
CITY ENGINEER

CITY OF RICHFIELD ENGINEERING DIVISION

STORM SEWER BEDDING

COMPACTED SAND

12" MIN TYPICAL

12" MIN OVER PIPE

SAND BEDDING

8" MIN BEDDING

NOTES: 1. BEDDING SHALL BE CONSIDERED INCIDENTAL TO THE PIPE UNLESS MODIFIED IN THE CONTRACT DOCUMENTS.
2. BEDDING REQUIRED FOR ALL MAINS AND SERVICES.

STANDARD DETAIL NO. STM-14

APPROVAL 12/6/2017
CITY ENGINEER

CITY OF RICHFIELD ENGINEERING DIVISION

VALVE BOX INSTALLATION

COVER TO SAY IN PARALLEL LETTERS TO GRADE

7.5" MINIMUM COVER

VALVE BOX SCREW TYPE THREADED OR EQUAL

VALVE BOX SHALL BE INSTALLED IN A TRUE VERTICAL ALIGNMENT, NOT CENTERED ON OPENING

STEEL GATE VALVE ADAPTOR WITH PROTECTIVE COATING AND 2" THICK ATTACHED RUBBER GASKET ADAPTOR OR APPROXIMATE EQUAL

D.I.P. BRANCH GATE VALVE

PRECAST CONCRETE BASE (18"x24" MINIMUM) 1/2" CLEAR HARDROCK NO LIMESTONE

NOTES: 1. HYDRANT, STUB & SERVICE VALVES SHALL BE RODDED TO THE MAIN AND MEGALUG ON ALL FITTINGS.
2. AMERICAN FLOW CONTROL 2500 SERIES RESILIENT WEDGE TYPE OR APPROVED EQUAL.
3. THE RODS AND MEGALUG FROM VALVE TO HYDRANT.
4. THE RODS TO BE 3/4" DIAMETER THREADED (316) STAINLESS STEEL. SEE DETAIL WTR-11.
5. ALL WATERMAIN BOLTS SHALL BE COR-BLUE OR APPROVED EQUAL.
6. NO INSIDE ADJUSTMENT SECTIONS ALLOWED (I.E. NO INSERTS).
7. CONTRACTOR TO PROVIDE A FENCE T-POST AND SHALL BE INSTALLED BY THE CONTRACTOR AT ALL GATE VALVES LOCATED OUTSIDE OF STREET SECTIONS. PAINT BLUE.
8. ALL COMPONENTS OF PIPE FITTINGS, VALVES, HYDRANTS, ETC. SHALL BE CERTIFIED AS LEAD-FREE AS PER SECTION 1417 OF THE FEDERAL SAFE DRINKING WATER ACT.

STANDARD DETAIL NO. WTR-04

APPROVAL 12/6/2017
CITY ENGINEER

CITY OF RICHFIELD ENGINEERING DIVISION

WATER MAIN WET TAP

7.5" MINIMUM COVER REQUIRED OVER TOP OF WATER MAIN.

MEGALUG

STAINLESS STEEL TAPPING SLEEVE

PROVIDE COPPER CONDUCTIVITY STRAP TO BYPASS TAPPING SLEEVE. MINIMUM 1/2" WIDE FLAT COPPER STRIP

AMERICAN FLOW CONTROL 2500 SERIES RESILIENT WEDGE TYPE OR APPROVED EQUAL

SECTION A-A

1/2" CLEAR HARDROCK NO LIMESTONE

CONCRETE THRUST BLOCK

CONCRETE BLOCK

UNDISTURBED EARTH

NOTES: ALL COMPONENTS OF PIPE FITTINGS, VALVES, HYDRANTS, ETC. SHALL BE CERTIFIED AS LEAD-FREE AS PER SECTION 1417 OF THE FEDERAL SAFE DRINKING WATER ACT.

STANDARD DETAIL NO. WTR-08

APPROVAL 12/6/2017
CITY ENGINEER

CITY OF RICHFIELD ENGINEERING DIVISION

R-1733 SERIES MANHOLE WITH CONCEALED LID (TOP SLAB)

NEENAH R-1733 (5001 LIGHTWEIGHT SELF-SEALING SOLID LID)

CONCRETE COLLAR TO ENCASE CASTING AND CONCRETE ADJUSTING RINGS. USE CONCRETE CURB AND GUTTER MIX OR MORTAR MIX (SPEC. 2506.28) FOR COLLAR.

MIN 1 AND MAX 4 ADJUSTING RINGS. MORTAR (DESIGNED FOR UNDERGROUND UTILITY INSTALLATION) BETWEEN CASTINGS, RINGS AND STRUCTURE.

NOTES: 1. MACHINED BEARING SURFACE.
2. LETTERED 2" STORM SEWER W/ 2 CONCEALED PICKHOLES.
3. H-20 LOAD OR GREATER.
4. WEIGHT- 122 LBS.

STANDARD DETAIL NO. STM-10B

APPROVAL 12/6/2017
CITY ENGINEER

CITY OF RICHFIELD ENGINEERING DIVISION

NOTES: 1. SHAPE OF BACK OF BUTTRESS MAY VARY AS LONG AS Poured AGAINST FIRM UNDISTURBED EARTH.
2. DIMENSION C1, C2, C3 SHOULD BE LARGE ENOUGH TO MAKE ANGLE B EQUAL TO OR LARGER THAN 45°.
3. DIMENSION A1, A2, A3 SHOULD BE AS LARGE AS POSSIBLE WITHOUT INTERFERING WITH MJ BOLTS.
4. 8" x 48" MINIMUM.
5. PLACE POLYETHYLENE BETWEEN CONCRETE AND PIPE.

PIPE SIZE	BUTTRESS DIMENSIONS						
	22° BEND	45° BEND	90° BEND		90° BEND		90° BEND
	B1	D1	B2	D2	B3	D3	
6"	1'-5"	1'-5"	1'-5"	1'-5"	2'-1"	1'-5"	
8"	1'-5"	1'-5"	2'-1"	1'-6"	2'-8"	2'-0"	
12"	1'-10"	1'-10"	3'-4"	2'-0"	4'-9"	3'-4"	
16"	3'-0"	2'-0"	3'-10"	3'-0"	6'-2"	3'-4"	
20"	3'-4"	2'-8"	5'-6"	3'-4"	8'-4"	4'-0"	
24"	4'-4"	3'-0"	6'-10"	3'-10"	9'-8"	5'-0"	
30"	---	---	9'-3"	6'-0"	17'-0"	6'-0"	

CONCRETE SHALL BE IN CONTACT WITH THE QUADRANT OF PIPE.

SECTION A-A

PLAN 90° BENDS

PLAN 45° BENDS

PLAN 22° BENDS

STANDARD DETAIL NO. WTR-09

APPROVAL 12/6/2017
CITY ENGINEER

CITY OF RICHFIELD ENGINEERING DIVISION

TYPICAL MEGALUG/ROD LOCATIONS

TEES

CROSSES

BENDS

MEGALUGS

HYDRANT LEADS

NOTES: 1. MEGALUGS, MANUFACTURED BY EBAA IRON, INC. OR APPROVED EQUAL, SHALL BE USED AT ALL MECHANICAL JOINTS.
2. PLACE CONCRETE BLOCK UNDER ALL GATE VALVES AND HYDRANTS.
3. THRUST BLOCKS REQUIRED BEHIND ALL TEES, BENDS AND HYDRANTS.
4. ALL BOLTS, STEEL BOLTS, T-BOLTS, WASHERS, NUTS AND RODS INSTALLED BELOW GRADE SHALL BE ASTM A193 STAINLESS STEEL.
5. ALL NUTS AND BOLTS ON MJ FITTINGS SHALL BE COR-BLUE OR APPROVED EQUAL.
6. RODS SHALL MEET APPROVAL OF CITY ENGINEER OR INSPECTOR.
7. ALL COMPONENTS OF PIPE FITTINGS, VALVES, HYDRANTS, ETC. SHALL BE CERTIFIED AS LEAD-FREE AS PER SECTION 1417 OF THE FEDERAL SAFE DRINKING WATER ACT.

STANDARD DETAIL NO. WTR-11

APPROVAL 12/6/2017
CITY ENGINEER

CITY OF RICHFIELD ENGINEERING DIVISION

WATERMAIN BEDDING

COMPACTED SAND

12" MIN TYPICAL

12" MIN OVER PIPE

SAND BEDDING

8" MIN BEDDING

NOTES: 1. BEDDING SHALL BE CONSIDERED INCIDENTAL TO THE PIPE UNLESS MODIFIED IN THE CONTRACT DOCUMENTS.

STANDARD DETAIL NO. WTR-12

APPROVAL 12/7/2017
CITY ENGINEER

CITY OF RICHFIELD ENGINEERING DIVISION

STORM STANDARD MANHOLE

NEENAH R-1733 (5001 LIGHTWEIGHT) SERIES CASTING, SELF-SEALING SOLID LID WITH 2 CONCEALED PICKHOLES. SEE DETAIL STM-10.

CONCRETE COLLAR TO ENCASE CASTING AND CONCRETE ADJUSTING RINGS. USE CONCRETE CURB AND GUTTER MIX OR MORTAR MIX (SPEC. 2506.28) FOR COLLAR.

MIN 1 AND MAX 4 ADJUSTING RINGS. MORTAR (DESIGNED FOR UNDERGROUND UTILITY INSTALLATION) BETWEEN CASTINGS, RINGS AND STRUCTURE.

MODOT TYPE "C" CONE

10" RUBBER GASKET

PRECAST R.C.P. WALLS

MIN 1" MIN GROUT DOORHOUSE, PLASTER OUTSIDE WITH 1/2" MIN COLLAR. STRENGTH CLEAN

BASES SHALL BE 8" STANDARD PRECAST WITH 2" LEAN GROUT FOR 14" DEEP OR LESS, AND INCREASE 1" THICKNESS FOR EVERY 4" OF DEPTH GREATER THAN 14"

GROUT INVERT TO 3/8" PIPE DIAMETER

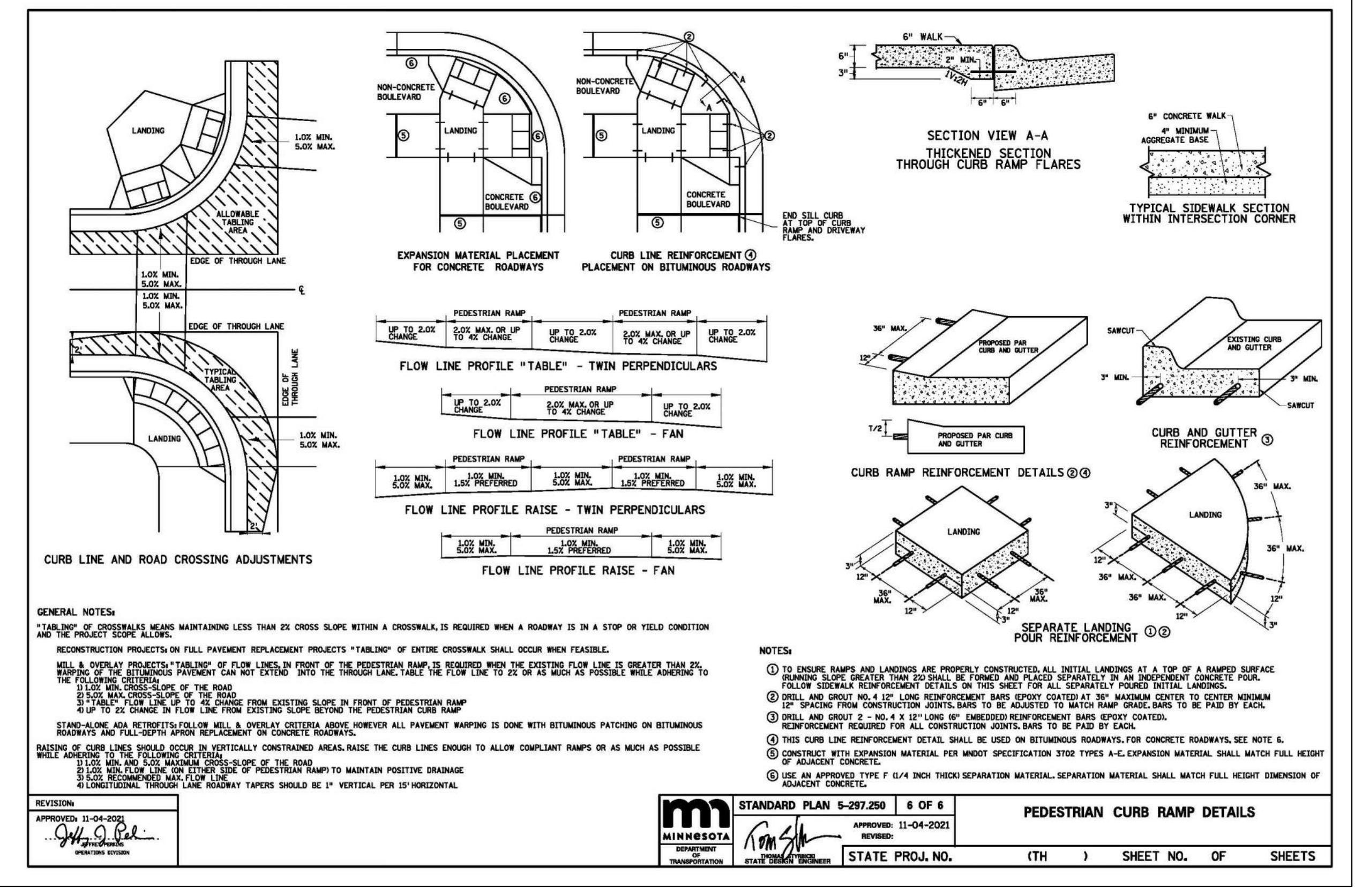
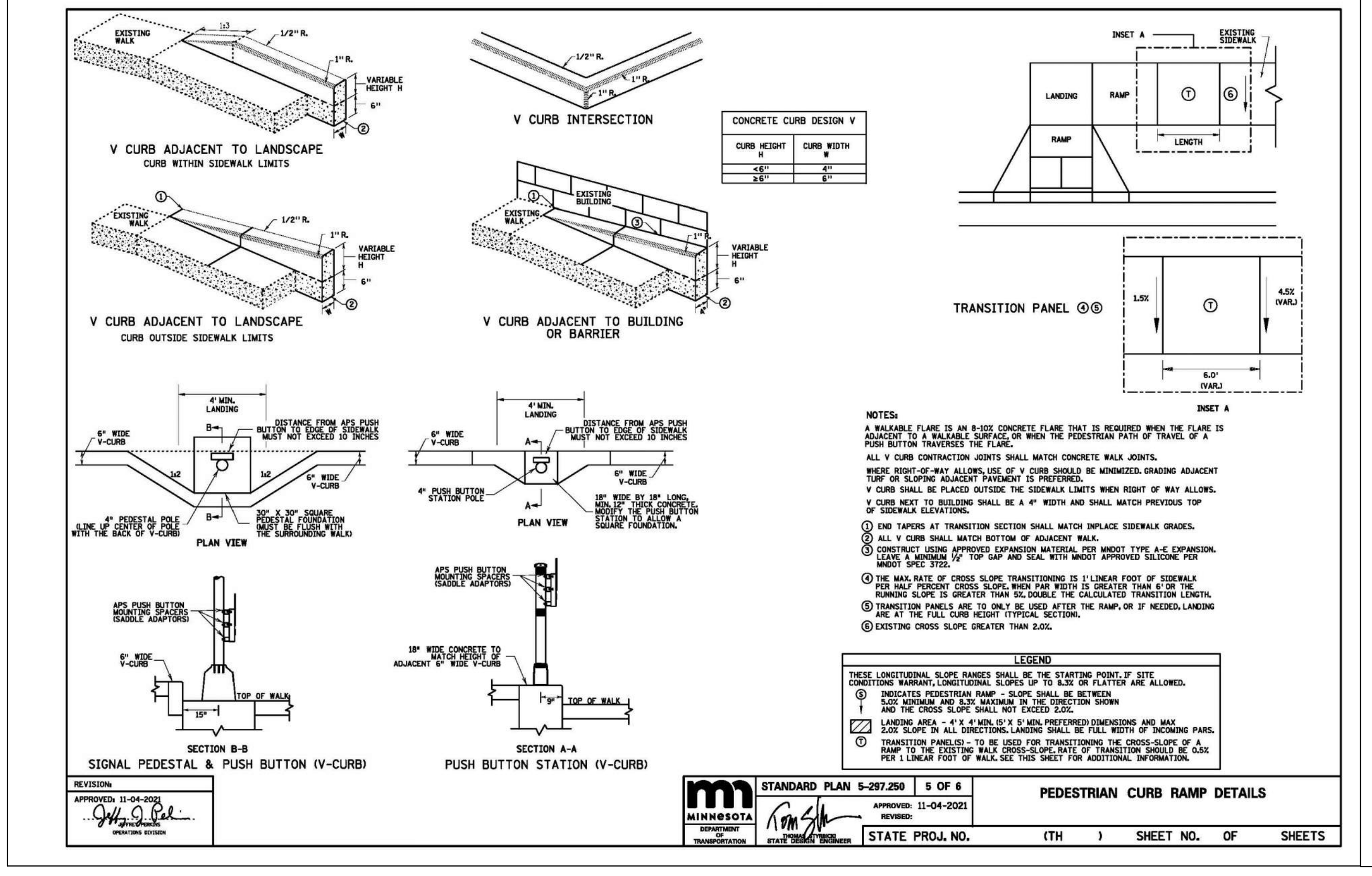
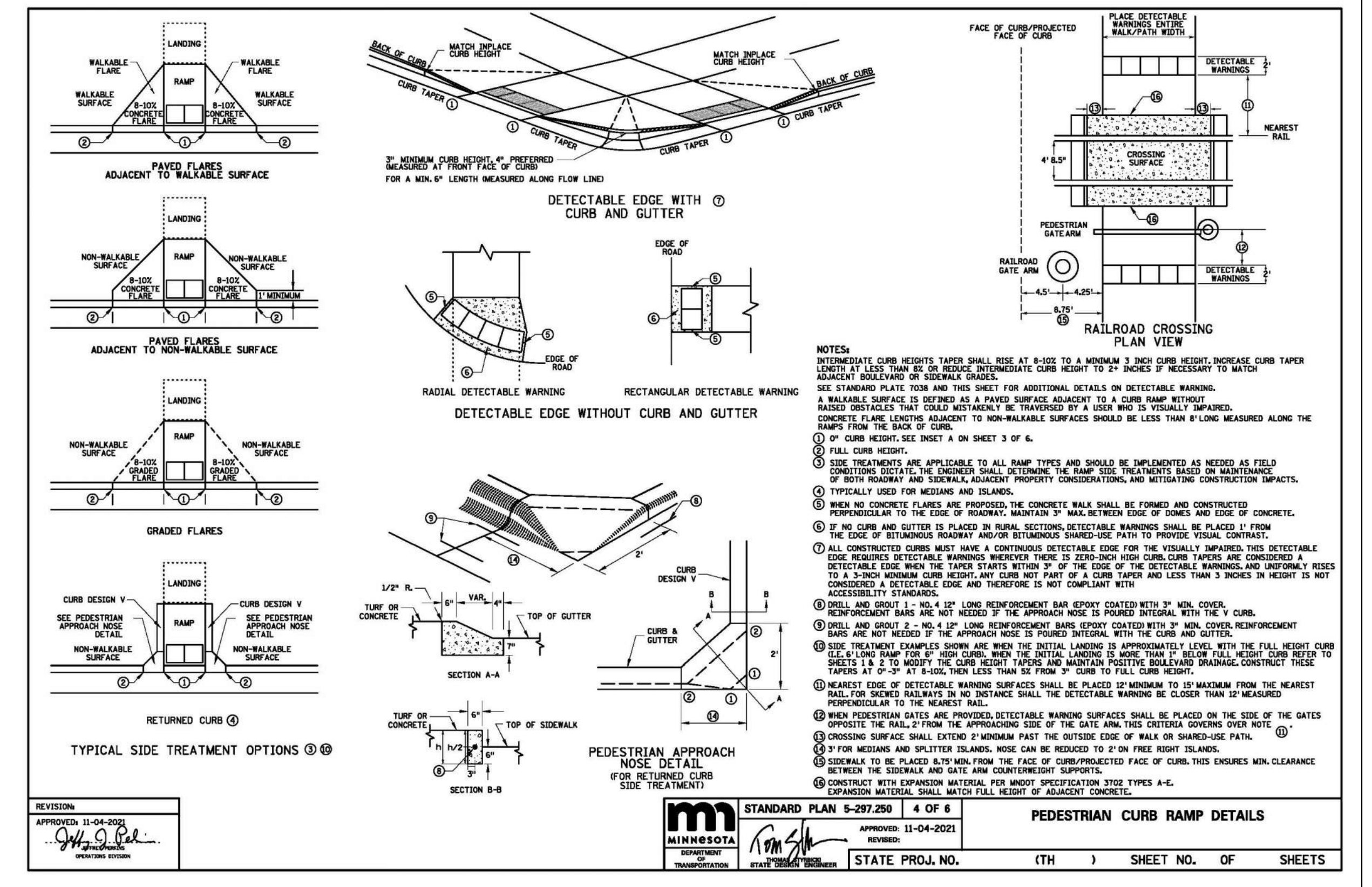
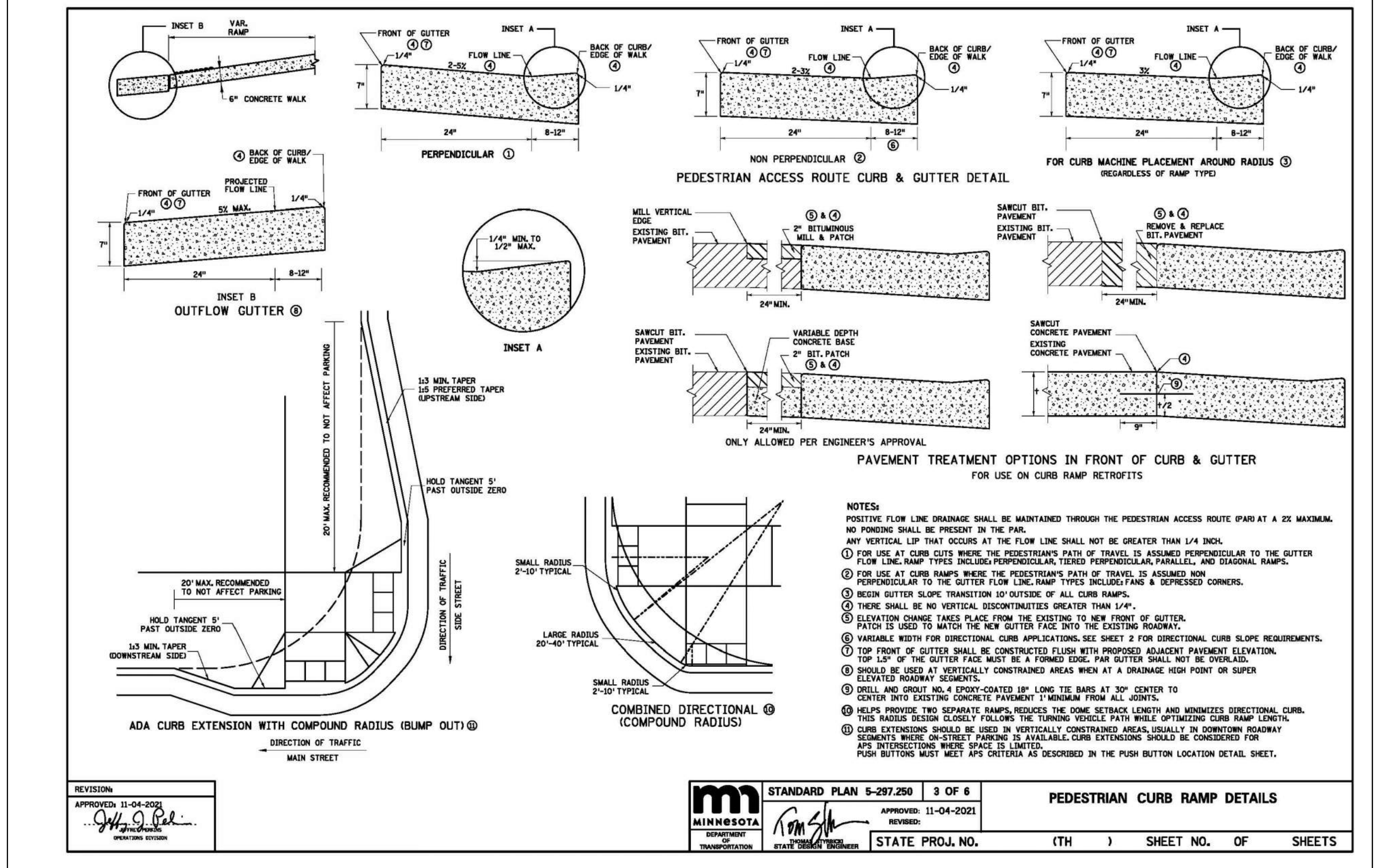
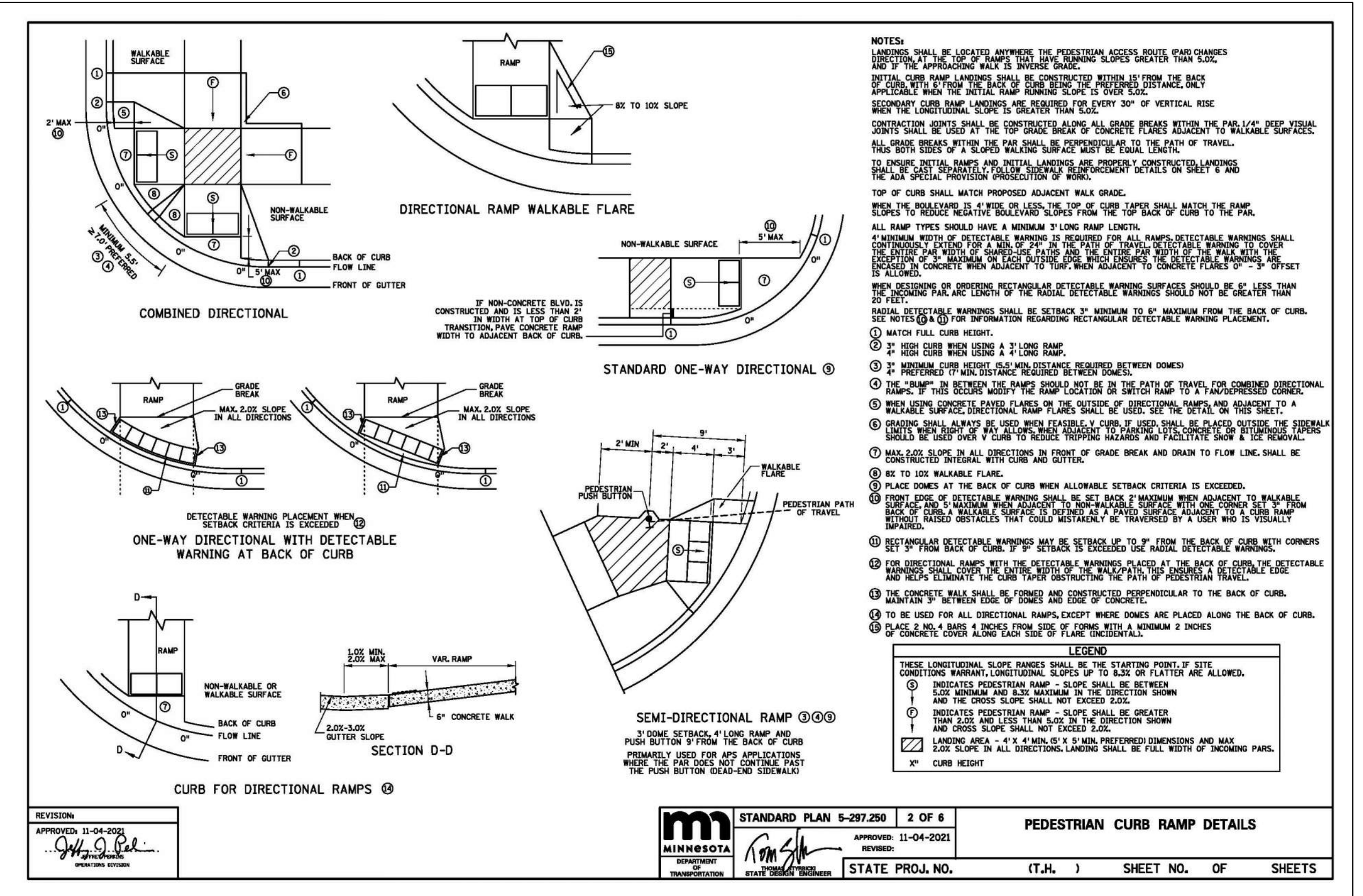
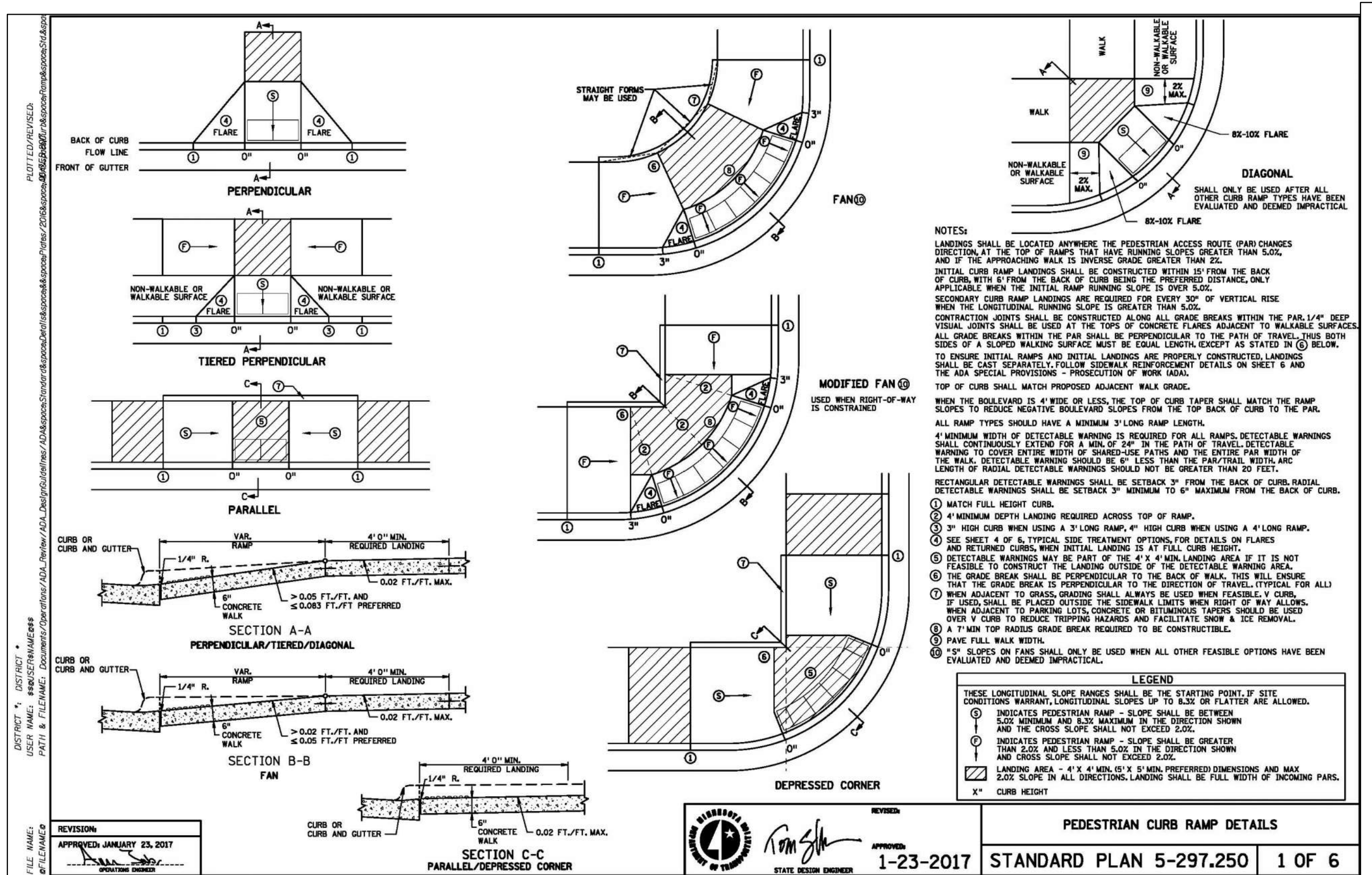
NOTES: 1. ALL MANHOLES MUST BE A MINIMUM OF 4' IN DEPTH.
2. PROVIDE POURED CONCRETE INVERTS AND DOORHOUSES.
3. MARKING POSTS SHALL BE SUPPLIED AND INSTALLED BY THE CONTRACTOR AT ALL MANHOLES LOCATED OUTSIDE OF STREET SECTION.
4. VARY RING THICKNESS TO USE MINIMUM NUMBER OF RINGS.
5. GROUT ALL DOORHOUSES INSIDE AND OUT AND LIFT HOLES TO INSPECTORS APPROVAL.
6. DOORHOUSE OPENING SHALL NOT BE MORE THAN 4" LARGER THAN THE PIPE.
7. RUBBERIZED BITUMASTIC SEALER USED AT ALL JOINTS.
8. NO MANHOLE STEPS ALLOWED.
9. 2", 4" AND ADJUSTING RINGS ARE ACCEPTABLE.
10. BLOCK MANHOLES SHALL NOT BE ALLOWED WITHOUT PRIOR APPROVAL FROM CITY ENGINEER.

STANDARD DETAIL NO. STM-01

APPROVAL 12/2/2017
CITY ENGINEER

CITY OF RICHFIELD ENGINEERING DIVISION

NO.	DATE	DESCRIPTION
10/13/25		LAND USE APPLICATION SCHEMATIC
10/29/25		DESIGN-PRICING PACKAGE
11/18/25		LAND USE APPLICATION REV1



SWPPP NOTES

- THE NATURE OF THIS PROJECT WILL CONSIST OF CONSTRUCTING A NEW 15,000 SQUARE FOOT BUILDING, SUBSURFACE INFILTRATION BASIN, NEW BITUMINOUS PARKING LOT, PREPARING THE SITE FOR A FUTURE RESIDENTIAL BUILDING, AND OTHER ASSOCIATED SITE IMPROVEMENTS.
- THE INTENDED SEQUENCING OF MAJOR CONSTRUCTION ACTIVITIES ARE AS FOLLOWS:
 - INSTALL VEHICLE TRACKING BMP.
 - INSTALL SILT FENCE & INLET PROTECTION AROUND SITE.
 - CLEAR AND GRUB SITE.
 - STRIP AND STOCKPILE TOPSOIL.
 - REMOVE PAVEMENTS AND UTILITIES.
 - ROUGH GRADE SITE.
 - IMPORT CLEAN FILL OR EXPORT CUT FOR SITE BALANCE.
 - INSTALL UTILITIES.
 - INSTALL BUILDING FOUNDATIONS (AS REQUIRED).
 - INSTALL CURB AND GUTTER (AS REQUIRED).
 - INSTALL PAVEMENTS AND WALKS (AS REQUIRED).
 - SEED AND MULCH.
 - FINAL GRADE SITE.
 - SEED AND MULCH.
 - INSTALL BIO-ROLLS OR SILT FENCE AT BACK OF CURB OR PAVEMENT, AS NECESSARY THROUGH BUILDING CONSTRUCTION PROCESS.
 - WHEN ALL CONSTRUCTION ACTIVITY IS COMPLETE AND THE SITE IS STABILIZED, REMOVE SILT FENCE AND RESEED ANY AREAS DISTURBED BY THE REMOVAL.
 - ENSURE FINAL STABILIZATION MEASURE ARE COMPLETE.
 - PROVIDE DIGITAL COPY OF ALL FIELD SWPPP DOCUMENTATION INCLUDING INSPECTION REPORTS AND SWPPP REVISIONS TO THE OWNER.
 - SUBMIT NOTICE OF TERMINATION TO MPCA. NOTE: THE NOTICE OF TERMINATION MUST BE SUBMITTED TO MPCA BEFORE FINAL STABILIZATION IS CONSIDERED COMPLETE.
- SITE DATA:

3.1. SITE ADDRESS:	NORTHEAST CORNER OF MORGAN AVENUE & 76TH STREET, 1.27 ACRES
3.2. SITE AREA:	1.27 ACRES
3.3. AREA OF DISTURBANCE:	1.57 ACRES
3.4. PRE-CONSTRUCTION IMPERVIOUS AREA:	0.32 ACRES
3.5. POST-CONSTRUCTION IMPERVIOUS AREA:	0.77 ACRES
3.6. PLANNED CONSTRUCTION START DATE:	TBD
3.7. ESTIMATED CONSTRUCTION COMPLETION DATE:	TBD
- GENERAL SOIL TYPE: POORLY GRADED SANDS (SP); SILTY SANDS (SM), AND POORLY GRADED SANDS WITH SILT (SP-SM) PER SOIL BORINGS
- THE LOCATION OF AREAS NOT TO BE DISTURBED MUST BE IDENTIFIED WITH FLAGS, STAKES, SIGNS, SILT FENCE, ETC. BEFORE CONSTRUCTION BEGINS.
- NO DRAINAGE AREA TO BE MORE THAN FIVE (5) ACRES OF RUNOFF CAUSING THE NEED FOR A TEMPORARY SEDIMENT BASIN.
- THE LOCATION OF INFILTRATION SYSTEMS SHALL BE CLEARLY MARKED ON SITE AND COMPACTION OF UNDERLYING SOILS SHALL BE AVOIDED. HEAVY EQUIPMENT, CONSTRUCTION TRAFFIC, CONSTRUCTION STAGING, AND ANY OTHER ACTIVITY RESULTING IN COMPACTION SHALL BE KEPT OUT OF THE INFILTRATION PRACTICE. HEAVY EQUIPMENT SHALL NOT BE USED TO EXCAVATE INFILTRATION SYSTEMS UNLESS WORK IS COMPLETED FROM OUTSIDE OF THE INFILTRATION PRACTICE.
- ALL DISTURBED GROUND LEFT INACTIVE FOR SEVEN (7) OR MORE DAYS SHALL BE STABILIZED BY SEEDING OR SODDING (ONLY AVAILABLE PRIOR TO SEPTEMBER 15) OR BY MULCHING OR COVERING OR OTHER EQUIVALENT CONTROL MEASURE.
- ON SLOPES 3:1 OR GREATER, MAINTAIN SHEET FLOW AND MINIMIZE RILLS AND/OR GULLIES. SLOPE LENGTHS SHALL BE NO GREATER THAN 75 FEET.
- ALL STORM DRAINS AND INLETS MUST BE PROTECTED UNTIL ALL SOURCES OF POTENTIAL DISCHARGE ARE STABILIZED.
- TEMPORARY SOIL STOCKPILES MUST HAVE EFFECTIVE SEDIMENT CONTROL AND CAN NOT BE PLACED IN SURFACE WATERS OR STORM WATER CONVEYANCE SYSTEMS. TEMPORARY STOCKPILES WITHOUT SIGNIFICANT AMOUNT OF SILT, CLAY, OR ORGANIC COMPOUNDS ARE EXEMPT EX: CLEAN AGGREGATE STOCKPILES, DEMOLITION CONCRETE STOCKPILES, SAND STOCKPILES.
- SEDIMENT LADEN WATER MUST BE DISCHARGED TO A SEDIMENTATION BASIN WHENEVER POSSIBLE; IF NOT POSSIBLE, IT MUST BE TREATED WITH THE APPROPRIATE BMP'S.
- SOLID WASTES MUST BE STORED, COLLECTED AND DISPOSED OF PROPERLY PER MPCA STANDARDS.
- EXTERNAL WASHING OF CONSTRUCTION VEHICLES MUST BE LIMITED TO A DEFINED AREA OF THE SITE. RUNOFF MUST BE PROPERLY CONTAINED.
- NO ENGINE DEGRASSING IS ALLOWED ON SITE.
- IN THE EVENT OF ENCOUNTERING A WELL OR SPRING DURING CONSTRUCTION, CONTRACTOR TO CEASE CONSTRUCTION ACTIVITY AND NOTIFY ENGINEER.
- THE OWNER WHO SIGNS THE NPDES PERMIT APPLICATION IS A PERMITEE AND IS RESPONSIBLE FOR COMPLIANCE WITH ALL TERMS AND CONDITIONS OF THE PERMIT. THE OPERATOR (CONTRACTOR) WHO SIGNS THE NPDES PERMIT APPLICATION IS A PERMITEE FOR PARTS 2.8-2.F, PART 5, PART 6, AND APPLICABLE CONSTRUCTION ACTIVITY REQUIREMENTS FOUND IN APPENDIX A, PART C OF THE NPDES PERMIT AND IS JOINTLY RESPONSIBLE WITH THE OWNER FOR COMPLIANCE WITH THOSE PORTIONS OF THE PERMIT.
- DOCUMENT RETENTION: PERMITEE(S) MUST MAKE THE SWPPP, INCLUDING ALL INSPECTION REPORTS, MAINTENANCE RECORDS, TRAINING RECORDS AND OTHER INFORMATION REQUIRED BY THIS PERMIT, AVAILABLE TO FEDERAL, STATE, AND LOCAL OFFICIALS WITHIN THREE (3) DAYS UPON REQUEST FOR THE DURATION OF THE PERMIT AND FOR THREE (3) YEARS FOLLOWING THE NOTICE OF TERMINATION.
- SWPPP AMENDMENTS AND SUBMITTALS:
 - CONTRACTOR MUST PREPARE AND SUBMIT TO THE ENGINEER A SWPPP AMENDMENT AS NECESSARY TO INCLUDE ADDITIONAL BEST MANAGEMENT PRACTICES (BMP'S) TO CORRECT PROBLEMS IDENTIFIED OR ADDRESS THE FOLLOWING SITUATIONS:
 - UPDATE CONTRACT INFORMATION AND TRAINING DOCUMENTATION FOR CONSTRUCTION SWPPP MANAGER AND BMP INSTALLER.
 - THERE IS A CHANGE IN CONSTRUCTION METHOD OF PHASING, OPERATION, MAINTENANCE, WEATHER OR SEASONAL CONDITIONS NOT ANTICIPATED DURING THE DESIGN OF THE SWPPP INCLUDING BUT NOT LIMITED TO:
 - TYPES AND/OR LOCATION OF BMP'S
 - MATERIAL STORAGE AND SPILL RESPONSE
 - FUELING PLANS
 - LOCATION FOR STOCKPILES, CONCRETE WASHOUT, AND SANITATION FACILITIES
 - PROJECT PHASING
 - IT IS DETERMINED THAT THE SWPPP IS NOT ACHIEVING OBJECTIVES OF MINIMIZING POLLUTANTS IN STORM WATER DISCHARGES ASSOCIATED WITH CONSTRUCTION ACTIVITIES.
 - THE SWPPP IS NOT CONSISTENT WITH THE TERMS AND CONDITIONS OF THE PERMIT.
 - THERE IS A CHANGE IN DESIGN, OPERATION, MAINTENANCE, WEATHER OR SEASONAL CONDITIONS THAT HAS A SIGNIFICANT EFFECT ON DISCHARGE.
 - THE CONTRACTOR MAY IMPLEMENT SWPPP AMENDMENTS IMMEDIATELY AND IS NOT REQUIRED TO WITH FOR ENGINEER REVIEW OF THE SUBMITTAL. THE RESPONSIBILITY FOR COMPLIANCE WITH SWPPP AMENDMENTS AND COMPLIANCE WITH THE PERMIT LIES WITH THE CONTRACTOR. REVIEW, COMMENT, OR LACK OF COMMENT BY THE ENGINEER ON A SWPPP AMENDMENT SHALL NOT ABSOLVE THE RESPONSIBILITIES OF THE CONTRACTOR IN ANY WAY.
 - IF A CHANGE ORDER IS ISSUED FOR A DESIGN CHANGE THE SWPPP AMENDMENT WILL BE PREPARED BY THE ENGINEER AND INCLUDED IN THE CHANGE ORDER.
 - IN ADDITION TO SWPPP AMENDMENTS, THE CONTRACT SHALL SUBMIT TO THE ENGINEER WEEKLY EROSION AND SEDIMENT CONTROL SCHEDULE MEETING THE REQUIREMENTS OF MNDOT 717E.
 - THE CONTRACTOR SHALL KEEP COPIES OF ALL SWPPP AMENDMENTS, WEEKLY EROSION AND SEDIMENT CONTROL SCHEDULES, INSPECTION LOGS, AND MAINTENANCE LOGS WITH THE FILED COPY OF THE SWPPP. A PDF COPY OF THESE DOCUMENTS WILL BE PROVIDED ALONG WITH A COPY OF THE FINAL FIELD COPY OF THE SWPPP TO THE ENGINEER ALONG WITH THE SIGNED NOTICE OF TERMINATION WHEN FINAL STABILIZATION IS COMPLETE.
- INSPECTION & MAINTENANCE
 - A TRAINED PERSON SHALL ROUTINELY INSPECT THE ENTIRE SITE AT THE TIME INTERVAL INDICATED ON THIS SHEET OF THE SWPPP DURING ACTIVE CONSTRUCTION AND WITHIN 24-HOURS AFTER A RAINFALL EVENT GREATER THAN 0.5 INCHES IN 24 HOURS.
 - ALL INSPECTIONS AND MAINTENANCE CONDUCTED DURING CONSTRUCTION MUST BE RECORDED ON THE DAY IT IS COMPLETED AND RETAINED WITH THE SWPPP. INSPECTION REPORT FORMS WILL BE PROVIDED BY THE CONTRACTOR BUT A TEMPLATE CAN BE PROVIDED BY THE ENGINEER UPON REQUEST.
 - THE CONTRACTOR MAY REQUEST A CHANGE IN INSPECTION SCHEDULE FOR THE FOLLOWING CONDITIONS:
 - INSPECTION OF AREAS WITH PERMANENT COVER TO BE REDUCED TO ONCE PER MONTH.
 - INSPECTION OF AREAS THAT HAVE PERMANENT COVER AND HAVE NO CONSTRUCTION ACTIVITY FOR 12 MONTHS TO BE SUSPENDED UNTIL CONSTRUCTION RESUMES.
 - INSPECTION OF AREAS WHERE CONSTRUCTION IS SUSPENDED DUE TO FROZEN GROUND CONDITIONS, INSPECTION TO BE SUSPENDED UNTIL THE EARLIER OF WITHIN 24 HOURS OF RUNOFF OCCURRING, OR UPON RESUMING CONSTRUCTION.
 - NO CHANGE IN INSPECTION SCHEDULE SHALL OCCUR UNTIL AUTHORIZED BY THE ENGINEER
 - INSPECTIONS MUST INCLUDE:
 - ALL EROSION PREVENTION AND SEDIMENT CONTROL BMP'S AND POLLUTION MANAGEMENT MEASURES TO ENSURE INTEGRITY AND EFFECTIVENESS.
 - SURFACE WATERS, INCLUDING DRAINAGE DITCHES AND CONVEYANCE SYSTEMS FOR EVIDENCE OF EROSION AND SEDIMENT DEPOSITION.
 - CONSTRUCTION SITE VEHICLE EXIT LOCATIONS, STREETS AND CURB AND GUTTER SYSTEMS WITHIN AND ADJACENT TO THE PROJECT FOR SEDIMENTATION FROM EROSION OR TRACKED SEDIMENT FROM VEHICLES.
 - INFILTRATION AREAS TO ENSURE THAT NO SEDIMENT FROM ONGOING CONSTRUCTION ACTIVITY IS REACHING THE INFILTRATION AREA AND THAT EQUIPMENT IS NOT BEING DRIVEN ACROSS THE INFILTRATION AREA.
 - PERMITEES MUST OBTAIN RAINFALL AMOUNTS BY EITHER A PROPERLY MAINTAINED RAIN GAUGE INSTALLED ONSITE, A WEATHER STATION THAT IS WITHIN ONE (1) MILE OF THE SITE LOCATION, OR A WEATHER REPORTING SYSTEM THAT PROVIDES SITE SPECIFIC RAINFALL DATA FROM RADAR SUMMARIES.
 - ALL NON-FUNCTIONING BMP'S AND THOSE BMP'S WHERE SEDIMENT REACHES ONE-HALF (1/2) OF THE DEPTH OF THE BMP, OR IN THE CASE OF SEDIMENT BASINS ONE-HALF (1/2) OF THE STORAGE VOLUME, MUST BE REPAIRED, REPLACED, OR SUPPLEMENTED BY THE END OF THE NEXT BUSINESS DAY AFTER DISCOVERY, OR AS SOON AS FIELD CONDITIONS ALLOW.
 - PERMITEES MUST REPAIR, REPLACE OR SUPPLEMENT ALL NONFUNCTIONAL BMP'S WITH FUNCTIONAL BMP'S BY THE END OF THE NEXT BUSINESS DAY AFTER DISCOVERY, OR AS SOON AS FIELD CONDITIONS ALLOW.
 - ANY SEDIMENT THAT ESCAPES THE SITE MUST BE REMOVED AND THE AREA STABILIZED WITHIN 7 CALENDAR DAYS OF DISCOVERY UNLESS PRECLUDED BY LEGAL, REGULATORY, OR PHYSICAL ACCESS IN WHICH CASE THE WORK SHALL BE COMPLETED WITHIN 7 CALENDAR DAYS OF AUTHORIZATION. PAVED SURFACES SUCH AS STREETS SHALL HAVE ANY ESCAPED OR TRACKED SEDIMENT REMOVED BY THE END OF THE DAY THAT IT IS DISCOVERED. SEDIMENT RELEASE, OTHER THAN PAVED SURFACES THAT CAN BE CLEANED UP WITH STREET SWEEPING SHALL BE REPORTED IMMEDIATELY UPON DISCOVERY TO THE ENGINEER.
 - SILT FENCE TO BE REPAIRED, REPLACED, SUPPLEMENTED WHEN NONFUNCTIONAL, OR 1/3 FULL, WITHIN 24 HOURS.

- CONCRETE WASHOUT AREA:
 - CONTRACTOR TO PROVIDE PORTABLE OR PREFABRICATED CONCRETE WASH-OUT CONTAINER WITH RAIN PROTECTION.
 - CONCRETE WASH-OUT TO BE IDENTIFIED WITH SIGNAGE STATING "CONCRETE WASHOUT AREA DO NOT OVERFILL".
 - CONCRETE WASH-OUT WATER NEEDS TO BE PUMPED WITHIN 24 HOURS OF STANDING WATER IN WASH-OUT AREA.
- POLLUTION PREVENTION AND OTHER BMP'S:
 - PESTICIDES, HERBICIDES, FERTILIZERS, TREATMENT CHEMICALS, ETC. MUST BE UNDER COVER.
 - HAZARDOUS MATERIALS (OIL, GAS, PAINT, ETC.) MUST BE PROPERLY STORED IN SEALED CONTAINERS AND MEET STATE SECONDARY CONTAINMENT REQUIREMENTS.
 - PORTABLE TOILETS MUST BE SECURED.
 - ADEQUATE SPILL RESPONSE KIT AND DISPOSAL PLAN ON-SITE. SPILLS MUST BE CLEANED UP IMMEDIATELY.
 - ALL MPCA LIQUID AND SOLID WASTE (CONCRETE, STUCCO, PAINT, CURES, ETC) WASHOUT REQUIREMENTS MUST BE MET ON SITE.
- EROSION PREVENTION PRACTICES:
 - STORM WATER CONVEYANCE CHANNELS SHALL BE ROUTED AROUND UNSTABILIZED AREAS. EROSION CONTROLS AND VELOCITY DISSIPATION DEVICES SHALL BE USED AT OUTLETS WITHIN AND ALONG THE LENGTH OF ANY CONSTRUCTED CONVEYANCE CHANNEL.
 - THE NORMAL WETTED PERIMETER OF ALL DITCHES OR SWALES, INCLUDING STORM WATER MANAGEMENT POND SLOPES, THAT DRAIN WATERS FROM THE SITE MUST BE STABILIZED WITHIN 200' OF ANY PROPERTY EDGE OR DISCHARGE POINT, INCLUDING STORM SEWER INLETS, WITHIN 24 HOURS OF CONNECTION.
 - TEMPORARY OR PERMANENT DITCHES OR SWALES USED AS SEDIMENT CONTAINMENT DURING CONSTRUCTION DO NOT NEED TO BE STABILIZED DURING TEMPORARY PERIOD OF USE AND SHALL BE STABILIZED WITHIN 24 HOURS AFTER NO LONGER USED AS SEDIMENT CONTAINMENT.
 - MULCH, HYDROMULCH, TACKIFIER, OR OTHER SIMILAR PRACTICE SHALL NOT BE USED IN ANY PORTION OF THE WETTED PERIMETER OF A TEMPORARY OR PERMANENT DRAINAGE DITCH OR SWALE SECTION WITH A CONTINUOUS SLOPE OF GREATER THAN 2 PERCENT.
 - ENERGY DISSIPATION SHALL BE INSTALLED AT ALL TEMPORARY OR PERMANENT PIPE OUTLETS WITHIN 24 HOURS OF CONNECTION TO A SURFACE WATER OR PERMANENT STORM WATER TREATMENT SYSTEM.
 - THE CONTRACTOR SHALL PHASE CONSTRUCTION AND USE CONSTRUCTION METHODS TO THE EXTENT PRACTICAL TO MINIMIZE EXPOSED SOILS. THE PROJECT PHASING SHALL BE DOCUMENTED IN THE WEEKLY EROSION AND SEDIMENT CONTROL SCHEDULE.
- SEDIMENT CONTROL PRACTICES:
 - DOWN GRADIENT BMP'S, INCLUDING PERIMETER BMP'S, MUST BE IN PLACE BEFORE UP GRADIENT LAND-DISTURBING ACTIVITIES BEGIN AND SHALL REMAIN IN PLACE UNTIL FINAL STABILIZATION.
 - ALL BMP'S THAT HAVE BEEN ADJUSTED OR REMOVED TO ACCOMMODATE SHORT-TERM ACTIVITIES SHALL BE REINSTALLED OR REPLACED THE EARLIER OF THE END OF THE WORK DAY OR BEFORE THE NEXT PRECIPITATION EVENT, EVEN IF THE ACTIVITY IS NOT COMPLETE.
 - INLET BMP'S MAY BE REMOVED FOR SPECIFIC SAFETY CONCERNS. THE BMP'S SHALL BE REPLACED AS SOON AS THE SAFETY CONCERN IS RESOLVED. THE REMOVAL SHALL BE DOCUMENTED IN THE SWPPP AS A SWPPP AMENDMENT.
 - TEMPORARY STOCKPILES MUST HAVE SEDIMENT CONTROL BMP'S. THE CONTRACTOR SHALL PREPARE AND SUBMIT TO THE ENGINEER A SWPPP AMENDMENT SHOWING THE LOCATION OF TEMPORARY STOCKPILES AND THE BMP'S FOR EACH STOCKPILE. THE SWPPP AMENDMENT MUST MEET THE MINIMUM REQUIREMENTS OF SECTION 9 OF THE PERMIT.
 - SOIL COMPACTION SHALL BE MINIMIZED AND TOPSOIL SHALL BE PRESERVED, UNLESS INFEASIBLE OR IF CONSTRUCTION ACTIVITIES DICTATE SOIL COMPACTION OR TOPSOIL STRIPPING.
 - THE USE OF POLYMERS, FLOCCULANTS, OR OTHER SEDIMENTATION TREATMENT CHEMICALS ARE NOT PROPOSED AS PART OF THIS SWPPP AS DESIGNED BY THE ENGINEER. IF METHODS OR PHASING OF CONSTRUCTION REQUIRE THE USE OF ANY OF THESE CHEMICALS, THE CONTRACTOR SHALL PREPARE AND SUBMIT TO THE ENGINEER A SWPPP AMENDMENT THAT MEETS THE MINIMUM REQUIREMENTS OF SECTION 09 OF THE PERMIT.
- TEMPORARY SEDIMENTATION BASIN:
 - A TEMPORARY SEDIMENTATION BASIN HAS NOT BEEN INCLUDED IN THIS SWPPP AS DESIGNED BY THE ENGINEER. IF A BASIN IS LATER DETERMINED TO BE DESIRABLE OR NECESSARY, THE CONTRACTOR SHALL PREPARE AND SUBMIT TO THE ENGINEER A SWPPP AMENDMENT. TEMPORARY SEDIMENTATION BASINS SHALL MEET OR EXCEED THE MINIMUM REQUIREMENTS OF SECTION 14 OF THE PERMIT AND SHALL INCLUDE A BASIN DRAINING PLAN MEETING OR EXCEEDING THE MINIMUM REQUIREMENTS OF SECTION 10 OF THE PERMIT, WHERE THE SITE DISCHARGES TO SPECIAL AND/OR IMPAIRED WATERS, THE SWPPP AMENDMENT SHALL ALSO MEET OR EXCEED THE MINIMUM REQUIREMENTS OF SECTION 23 OF THE PERMIT.
- DEWATERING:
 - A DEWATERING PLAN HAS NOT BEEN INCLUDED IN THIS SWPPP AS DESIGNED BY THE ENGINEER. IF DEWATERING IS REQUIRED FOR THIS PROJECT, THE CONTRACTOR SHALL PREPARE AND SUBMIT TO THE ENGINEER A SWPPP AMENDMENT. ALL DEWATERING SHALL MEET OR EXCEED THE MINIMUM REQUIREMENTS OF SECTION 10 OF THE PERMIT.
- FINAL STABILIZATION:
 - FINAL STABILIZATION IS NOT COMPLETE UNTIL ALL THE FOLLOWING REQUIREMENTS HAVE BEEN MET:
 - SUBSTANTIAL COMPLETION HAS BEEN REACHED AND NO GROUND DISTURBING ACTIVITIES ARE ANTICIPATED.
 - PERMANENT COVER HAS BEEN INSTALLED WITH AN ESTABLISHED MINIMUM UNIFORM PERCENTAGE DENSITY OF 70 PERCENT OF ITS EXPECTED FINAL GROWTH. VEGETATION IS NOT REQUIRED IN AREAS WHERE NO VEGETATION IS PROPOSED BY THIS PROJECT SUCH AS IMPERVIOUS SURFACES OR THE BASE OF A SAND FILTER.
 - ACCUMULATED SEDIMENT HAS BEEN REMOVED FROM ALL PERMANENT STORM WATER TREATMENT SYSTEMS AS NECESSARY TO ENSURE THE SYSTEM IS OPERATING AS DESIGNED.
 - ALL SEDIMENT HAS BEEN REMOVED FROM CONVEYANCE SYSTEMS.
 - ALL TEMPORARY SYNTHETIC EROSION PREVENTION AND SEDIMENT CONTROL BMP'S HAVE BEEN REMOVED. BMP'S DESIGNATED ON THE SWPPP TO REMAIN TO DECOMPOSE ON-SITE MAY REMAIN.
 - FOR RESIDENTIAL CONSTRUCTION ONLY PERMIT COVERAGE TERMINATES ON INDIVIDUAL LOTS IF THE STRUCTURES ARE FINISHED AND TEMPORARY EROSION PREVENTION AND DOWNGRADIENT PERIMETER CONTROL IS COMPLETE, THE RESIDENCE SELLS TO THE HOMEOWNER, AND THE PERMITEE DISTRIBUTES THE MPCA'S "HOMEOWNER FACT SHEET" TO THE HOMEOWNER.
 - FOR AGRICULTURAL LAND ONLY (E.G., PIPELINES ACROSS CROPLAND), THE DISTURBED LAND MUST BE RETURNED TO ITS PRE-CONSTRUCTION AGRICULTURAL USE PRIOR TO SUBMITTING THE NOTICE OF TERMINATION.
- TERMINATION OF COVERAGE:
 - PERMITEE(S) WISHING TO TERMINATE COVERAGE MUST SUBMIT A NOTICE OF TERMINATION TO THE MPCA. ALL PERMITEE(S) MUST SUBMIT A NOTICE OF TERMINATION WITHIN 30 DAYS AFTER ONE OR MORE OF THE FOLLOWING CONDITIONS HAVE BEEN MET:
 - FINAL STABILIZATION, PER SECTION 9 OF THE PERMIT HAS BEEN ACHIEVED ON ALL PORTIONS OF THE SITE FOR WHICH THE PERMITEE IS RESPONSIBLE.
 - TRANSFER OF OWNERSHIP AS DESCRIBED IN THE PERMIT.

RESPONSIBLE PARTIES

THE CONTRACTOR AND OWNER WILL BE JOINT APPLICANTS UNDER THE MPCA'S GENERAL STORMWATER PERMIT FOR CONSTRUCTION ACTIVITY AS REQUIRED BY THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) PHASE II PROGRAM.

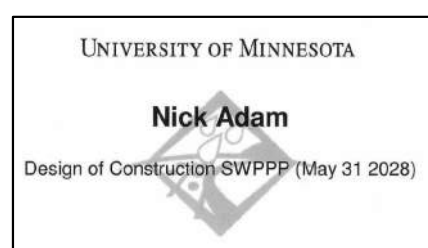
THE CONTRACTOR SHALL PROVIDE ONE OR MORE TRAINED CONSTRUCTION SWPPP MANAGER(S) KNOWLEDGEABLE AND EXPERIENCED IN THE APPLICATION OF EROSION PREVENTION AND SEDIMENT CONTROL BMP'S THAT WILL OVERSEE THE IMPLEMENTATION OF THE SWPPP, AND THE INSTALLATION, INSPECTION AND MAINTENANCE OF THE EROSION PREVENTION AND SEDIMENT CONTROL BMP'S.

A CONSTRUCTION SWPPP MANAGER MUST BE AVAILABLE FOR AN ON-SITE INSPECTION WITHIN 72 HOURS UPON REQUEST BY THE MPCA.

THE SWPPP DESIGNER, CONSTRUCTION SWPPP MANAGER, AND BMP INSTALLER MUST HAVE APPROPRIATE TRAINING, DOCUMENTATION SHOWING TRAINING COMMENSURATE WITH THE JOB DUTIES AND RESPONSIBILITIES IS REQUIRED TO BE INCLUDED IN THE SWPPP PRIOR TO ANY WORK BEGINNING ON THE SITE. TRAINING DOCUMENTATION FOR THE SWPPP DESIGNER IS INCLUDED BELOW. THE CONTRACTOR SHALL ATTACH TRAINING DOCUMENTATION TO THIS SWPPP FOR THE CONSTRUCTION SWPPP MANAGER AND BMP INSTALLER PRIOR TO THE START OF CONSTRUCTION. THIS INFORMATION SHALL BE KEPT UP TO DATE UNTIL THE PROJECT NOTICE OF TERMINATION IS FILED.

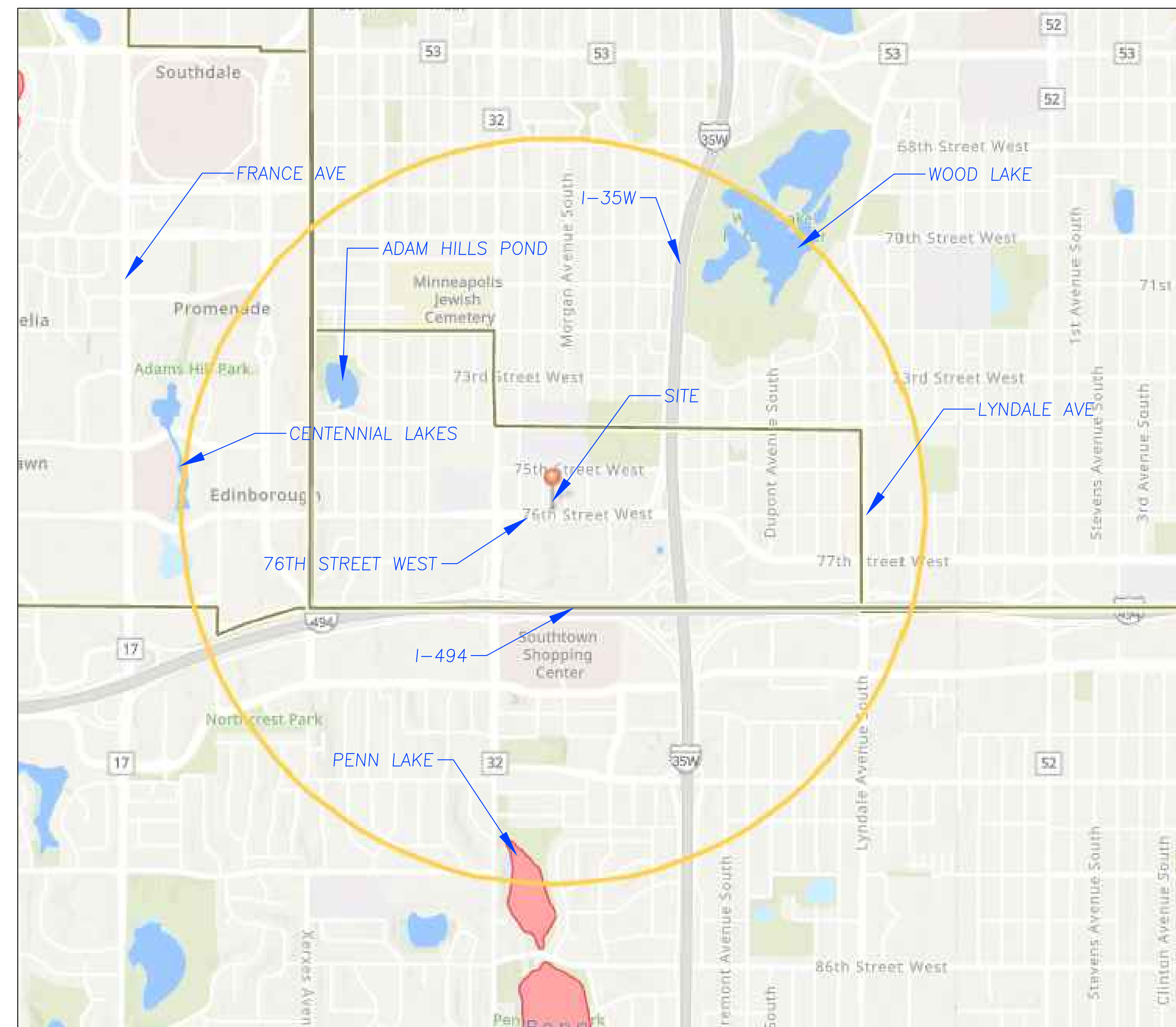
OWNER:
 BY: xxxxxxxxxxxxxxxx
 NAME: xxxxxxxxxxxxxxxx
 TITLE: xxxxxxxxxxxxxxxx
 PHONE: xxxxxxxxxxxxxxxx
 EMAIL: xxxxxxxxxxxxxxxx

SWPPP DESIGNER:
 BY: REHDER & ASSOCIATES, INC.
 NAME: NICHOLAS ADAM, P.E.
 TITLE: PROJECT ENGINEER
 PHONE: 651-337-6729
 EMAIL: NADAM@REHDER.COM



CONTRACTOR:
 BY: TBD
 NAME: TBD
 TITLE: TBD
 PHONE: TBD
 EMAIL: TBD

SURFACE WATERS WITHIN 1-MILE OF SITE



RECEIVING WATERS

NAME OF WATER BODY	TYPE OF WATER BODY	SPECIAL WATER	IMPAIRED WATER
PENN LAKE	LAKE	NO	NO
WOOD LAKE	LAKE	NO	YES

MPCA COVERAGE LETTER (PROVIDED AT A LATER DATE)

PERMANENT STORMWATER MANAGEMENT SYSTEM

X	INFILTRATION/FILTRATION
	WET SEDIMENTATION BASIN
	REGIONAL PONDING
X	PERMANENT STORMWATER MANAGEMENT NOT REQUIRED

ESTIMATED BMP QUANTITIES

DESCRIPTION	QUANTITY	UNIT
ROCK CONSTRUCTION ENTRANCE (1" - 2" WASHED ROCK)	50	TONS
SILT FENCE	975	L.F.
INLET PROTECTION (PRE-CASTING)	2	EACH
INLET PROTECTION (POST-CASTING)	11	EACH
X		

SITE STABILIZATION COMPLETION:
 STABILIZATION OF EXPOSED SOILS SHALL BEGIN IMMEDIATELY AND SHALL BE COMPLETED AFTER THE CONSTRUCTION ACTIVITY HAS TEMPORARILY OR PERMANENTLY CEASED NO LATER THAN: 7 DAYS

SITE INSPECTION INTERVAL:
 A TRAINED PERSON SHALL ROUTINELY INSPECT THE ENTIRE CONSTRUCTION SITE DURING ACTIVE CONSTRUCTION AT AN INTERVAL OF NO MORE THAN: 7 DAYS



RSP Architects
 1220 Marshall St NE
 Minneapolis, MN
 55413-1036
 612.677.7100
 rsparch.com

CONSULTANTS



CERTIFICATION

NOT FOR CONSTRUCTION
 11-18-2025

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

Name
 License No.
 Expiration Date
 Date Signed
 PROJECT FOR
 MICC
 LEARNING CENTER

Project No. 3233.001.02
 Drawn By BQ
 Checked By NPA

Date 11/18/2025

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ISSUES / REVISIONS

NO.	DATE	DESCRIPTION
	10/13/25	LAND USE APPLICATION SCHEMATIC
	10/29/25	DESIGN-PRICING PACKAGE
	11/18/25	LAND USE APPLICATION REV1

SWPPP

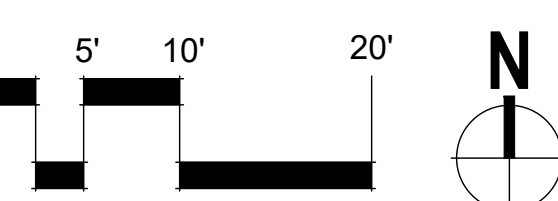
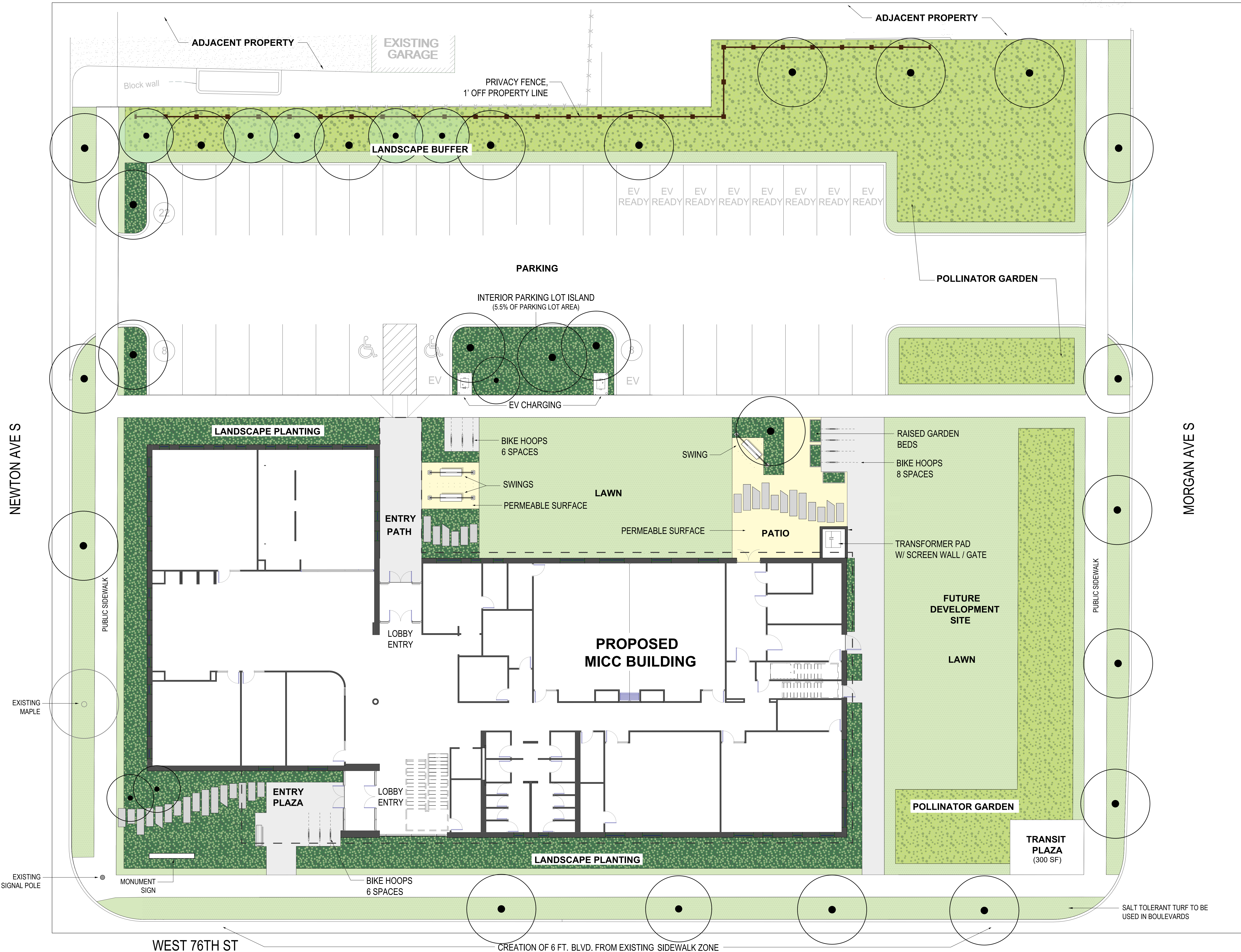
C600

ILLUSTRATIVE
SITE PLAN

11.18.2025

NOTES:

- PARKING LOT VEGETATED ISLANDS:**
CODE REQUIREMENT:
5% OF PAVED AREA
PROPOSED:
PAVED AREA: 14,618 SF
VEG. ISLANDS: 800 SF (5.5%)
- TREES:**
CODE REQUIREMENT
23 OVERSTORY
20% (5) 4.5" CAL.
20% (5) 3.5" CAL.
60% (13) 2.5" CAL.
ORNAMENTAL - 1.5" CAL.
PROPOSED:
40 OVERSTORY
(26 ON PROP. 14 IN R.O.W.)
TREES WILL MEET SIZING REQ'S.
- BIKE PARKING:**
CODE REQUIREMENT:
20 SPACES FOR PARKING BONUS
PROPOSED:
20 SPACES
LOCATED AT BUILDING ENTRANCES AND ALONG CIRCULATION ROUTES.



GENERAL NOTES

- CONTRACTOR SHALL ASSURE COMPLIANCE WITH APPLICABLE CODES AND REGULATIONS GOVERNING THE WORK AND/OR MATERIALS SUPPLIED.
- CONTRACTOR MUST COORDINATE ALL PHASES OF CONSTRUCTION WORK INCLUDING ITEMS DONE BY OTHERS THAT MAY IMPACT CONSTRUCTION INCLUDED IN CONTRACT.
- CONTRACTOR SHALL INSPECT THE SITE AND BECOME FAMILIAR WITH EXISTING CONDITIONS RELATING TO THE NATURE AND SCOPE OF WORK.
- ALL EXISTING CONDITIONS SHOWN IN THE LANDSCAPE DRAWINGS ARE BASED ON INFORMATION SUPPLIED TO LANDSCAPE ARCHITECT BY OTHERS. TU-LLI COLLABORATIVE, LLC OFFERS NO GUARANTEE, EITHER EXPRESSED OR IMPLIED, FOR THE ACCURACY OR RELIABILITY OF THE INDICATED EXISTING CONDITIONS.
- CONTRACTOR SHALL FIELD VERIFY ALL CRITICAL EXISTING CONDITIONS INCLUDING, BUT NOT LIMITED TO: EXISTING BUILDING LOCATIONS, UTILITY LOCATIONS AND INVERT ELEVATIONS, AND EXISTING SITE GRADES PRIOR TO THE START OF WORK.
- CONTRACTOR SHALL VERIFY ALIGNMENT AND LOCATION OF UNDERGROUND AND ABOVE GRADE UTILITIES AND PROVIDE THE NECESSARY PROTECTION FOR SAME BEFORE CONSTRUCTION MATERIAL INSTALLATION BEGINS.
- CONTRACTOR SHALL VERIFY PLAN LAYOUT AND DIMENSIONS SHOWN IN THE PLANS AND BRING TO THE ATTENTION OF THE LANDSCAPE ARCHITECT ANY DISCREPANCIES WHICH MAY COMPROMISE THE DESIGN AND/OR INTENT OF THE PROJECTS LAYOUT. ANY OBSERVED DEVIATIONS FROM CONDITIONS INDICATED IN THE DRAWINGS SHALL BE BROUGHT TO THE ARCHITECT OR LANDSCAPE ARCHITECT'S ATTENTION IMMEDIATELY UPON DISCOVERY. NO WORK SHALL PROCEED IN THE AREAS OF ANY DISCOVERED DEVIATIONS UNTIL THE DIFFERENCES ARE RESOLVED.
- CONTRACTOR TO CONTAIN OPERATIONS WITHIN LIMITS OF WORK AT ALL TIMES. WORK OUTSIDE OF THESE LIMITS WILL BE DONE AT CONTRACTOR'S EXPENSE UNLESS DIRECTED BY THE PROJECT MANAGER OR OWNER IN WRITING. LIMITS OF WORK SHOWN ON PLAN(S) MAY BE ADJUSTED IN FIELD BY THE PROJECT MANAGER IF DEEMED NECESSARY.
- CONTRACTOR MUST DAILY MONITOR FOR PUBLIC SAFETY AND STAY WITHIN LIMITS OF WORK. KEEP AREA CLEAN OF DEBRIS AND ANY OTHER CONSIDERATIONS AS DIRECTED BY THE PROJECT MANAGER.
- ANY DISTURBANCE CREATED BY CONSTRUCTION STAGING MUST BE REMOVED AND RESTORED TO ORIGINAL CONDITIONS.
- REFER TO CIVIL FOR DRAINAGE, EROSION AND SEDIMENTATION CONTROL MEASURES AND REQUIREMENTS.
- REFER TO CIVIL DRAWINGS FOR SPOT ELEVATIONS AND SLOPES INDICATING FINISH GRADES, UNLESS NOTED ON LANDSCAPE DRAWINGS.
- ELEVATIONS TO BE FIELD-VERIFIED. ADJUST AS NEEDED TO MATCH FINISH GRADES AND DRAINAGE SLOPES.
- ALIGNMENT AND GRADES OF PROPOSED WALKS, TRAILS AND/OR ROADWAYS ARE SUBJECT TO FIELD ADJUSTMENT REQUIRED TO CONFORM TO LOCALIZED TOPOGRAPHIC CONDITIONS AND TO MINIMIZE TREE REMOVAL AND GRADING. CHANGES IN THE ALIGNMENT AND GRADES MUST BE APPROVED BY THE LANDSCAPE ARCHITECT.
- CONTRACTOR TO COORDINATE ALL DRAINAGE, SLEEVING AND CONDUIT PLACEMENT OF ALL TRADES ON PROJECT.
- CONTRACTOR SHALL PROTECT EXISTING ROADS, CURBS/GUTTERS, TRAILS, TREES, LAWNS AND SITE ELEMENTS DURING CONSTRUCTION OPERATIONS. DAMAGE TO SAME SHALL BE REPAIRED AT NO ADDITIONAL COST TO THE OWNER.
- SEE LIGHTING PLANS FOR SPECIFIC LIGHTING LAYOUT AND OTHER ELECTRICAL COMPONENTS.
- CONTRACTOR TO SUBMIT SHOP DRAWINGS AS STATED IN THE SPECIFICATIONS FOR ALL ELEMENTS AS SHOWN IN THE DRAWINGS AND GET APPROVAL FROM THE LANDSCAPE ARCHITECT PRIOR TO CONDUCTING ANY WORK.
- SIDEWALK AND STEPS/STAIR LOCATIONS TO BE STAKED BY CONTRACTOR FOR REVIEW BY PROJECT MANAGER AND/OR LANDSCAPE ARCHITECT.
- CONTRACTOR TO SCORE CAST IN PLACE CONCRETE PAVING AS SHOWN IN PLANS. ANY CHANGES TO THE SCORING LAYOUT MUST BE APPROVED BY LANDSCAPE ARCHITECT AND/OR PROJECT MANAGER.

MATERIAL LEGEND

- CONCRETE
- PERMEABLE SURFACE
- LAWN - 8,531 SF
- POLLINATOR PLANTING - 6,131 SF
- SHRUB AND PERENNIAL BED - 13,117 SF
- ORNAMENTAL FENCE - 176 FEET
- STEEL EDGING
- SHADE TREE - QTY. 21
- ORNAMENTAL TREE - QTY. 3
- CONIFEROUS TREE - QTY. 19

NOTES:

PARKING LOT VEGETATED ISLANDS:

CODE REQUIREMENT:
5% OF PAVED AREA
PROPOSED:
PAVED AREA: 14,618 SF
VEG. ISLANDS: 900 SF (5.5%)

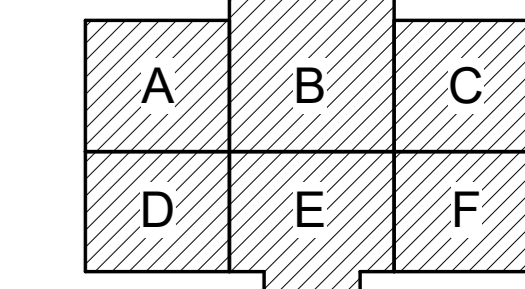
TREES:

CODE REQUIREMENT
23 OVERSTORY
20% (5) 4" CAL
20% (5) 3.5" CAL
60% (13) 2.5" CAL
PROPOSED:
ORNAMENTAL - 1.5" CAL
(28 ON PROP. 14 IN R.O.W.)
TREES WILL MEET SIZING REQ'S.

BIKE PARKING:

CODE REQUIREMENT:
20 SPACES FOR PARKING BONUS
PROPOSED:
20 SPACES
LOCATED AT BUILDING ENTRANCES AND ALONG CIRCULATION ROUTES.

KEY PLAN



Project No.	
Drawn By	AH
Checked By	BC
Date	10/18/25

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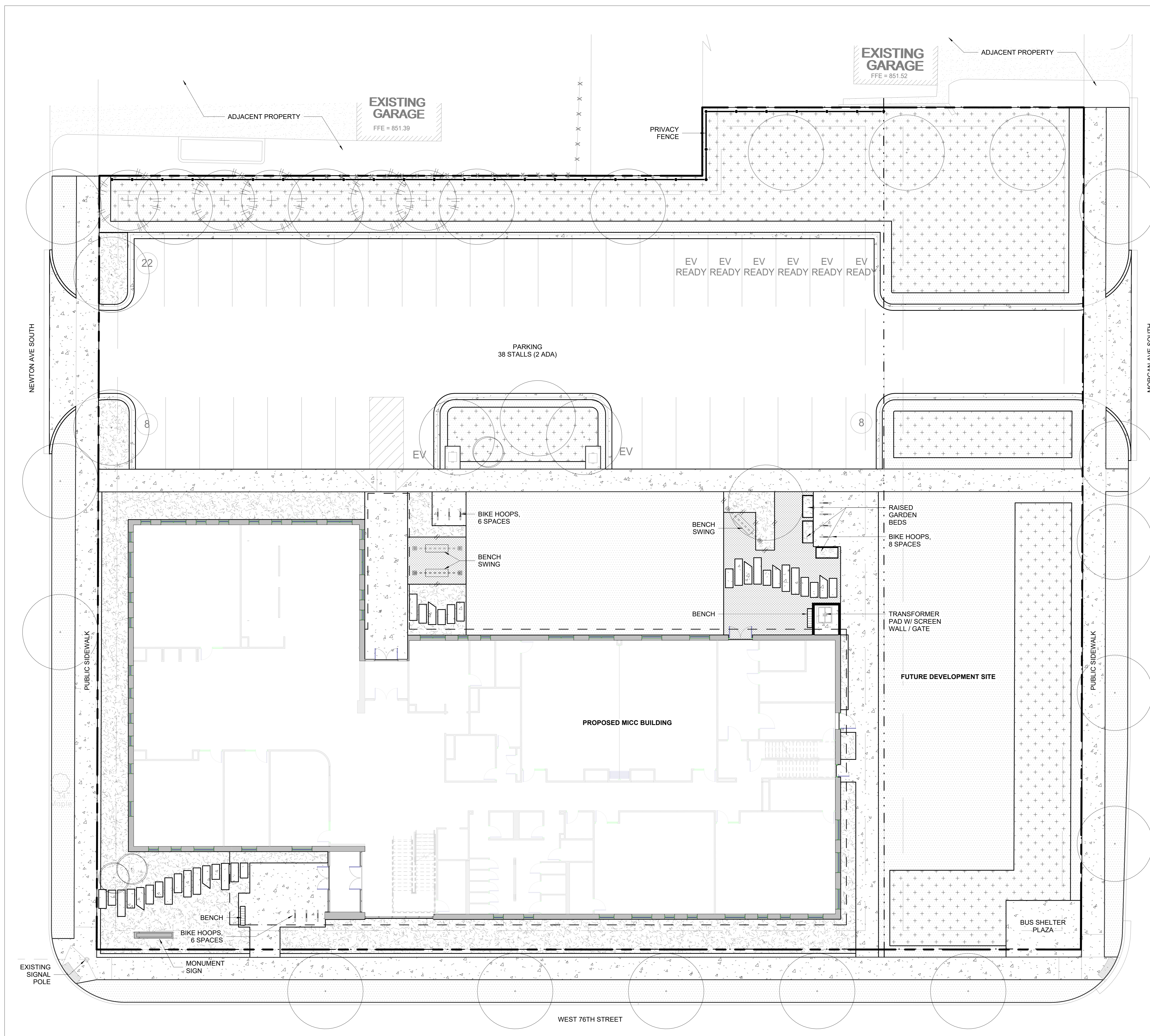
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ISSUES / REVISIONS

NO.	DATE	DESCRIPTION
1	10/13/25	LAND USE APPLICATION
2	10/29/25	SCHEMATIC DESIGN-PRICING PACKAGE
3	11/18/25	LAND USE APPLICATION REV1

OVERALL SITE MATERIAL PLAN

L100



SITE PLAN
1" = 10'-0"



NOT FOR CONSTRUCTION
11-18-2025

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Name
License No.
Expiration Date
Date Signed

PROJECT FOR
MICC
LEARNING CENTER

Project No. 3233.001.02
Drawn By CAC
Checked By MF
Date 11/18/25

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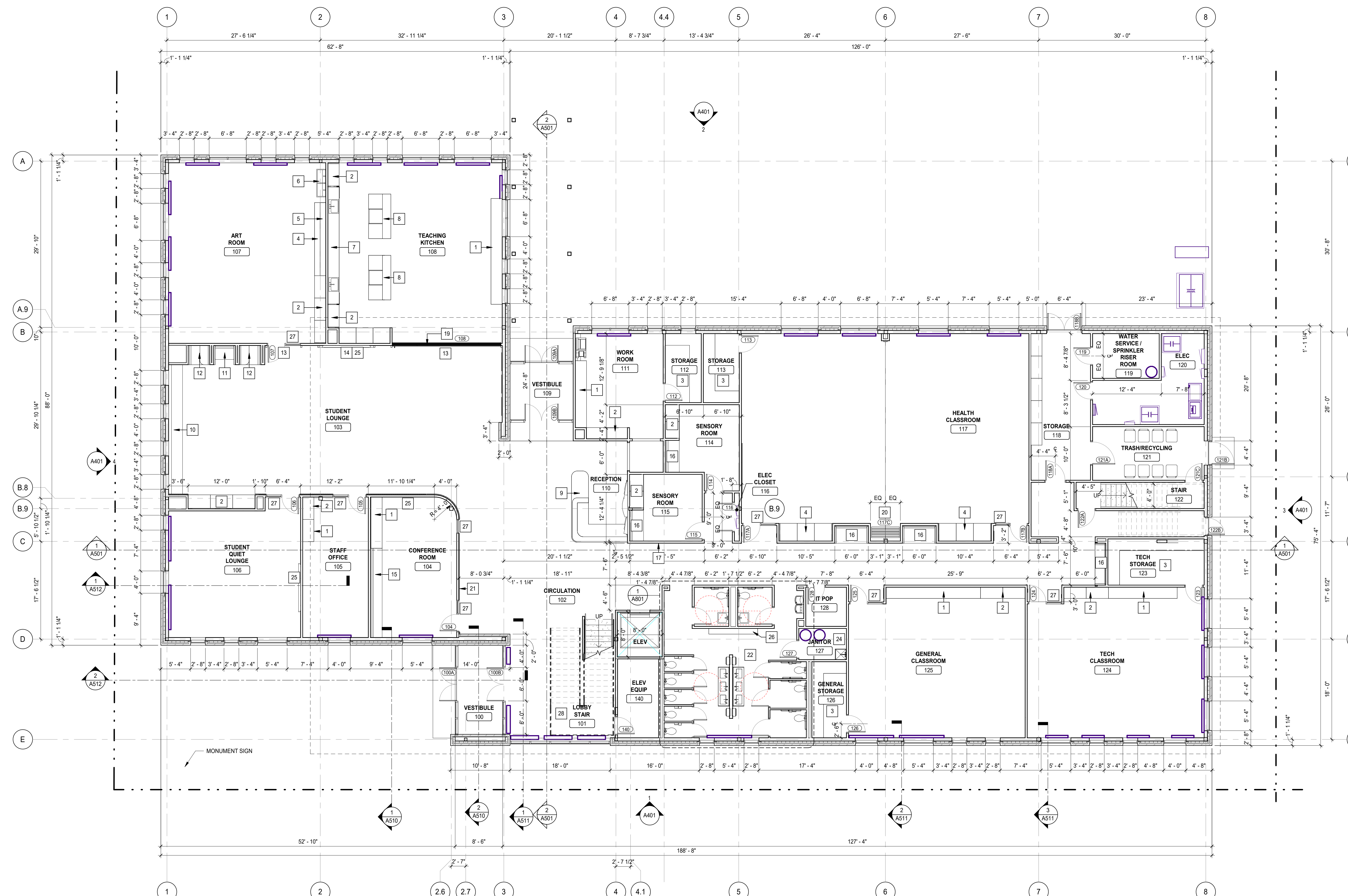
GENERAL NOTES - FLOOR PLAN

- PARTITIONS TO BE TYPE A3A, UNLESS NOTED OTHERWISE.
- PLAN DIMENSIONS LOCATING INTERIOR PARTITIONS ARE TO:
 - FACE OF CONCRETE BLOCK, UNLESS NOTED OTHERWISE.
 - FACE OF GYPSUM BOARD PARTITION, UNLESS NOTED OTHERWISE.
- PLAN DIMENSIONS LOCATING EXTERIOR WALLS ARE TO:
 - EXTERIOR FACE OF MASONRY, CAST IN PLACE CONCRETE OR CONCRETE WALL PANEL, UNLESS NOTED OTHERWISE.
 - EXTERIOR FACE OF ALUMINUM FRAMES AT ALL AREAS OF CURTAIN WALL, UNLESS NOTED OTHERWISE.
 - EXTERIOR FACE OF SHEATHING AT ALL AREAS OF SHEATHING, UNLESS NOTED OTHERWISE.
- PLAN DIMENSIONS LOCATING STRUCTURAL ELEMENTS ARE TO CENTERLINE OF COLUMNS AND BEAMS, UNLESS NOTED OTHERWISE.
- PLAN DIMENSIONS LOCATING DOOR AND WINDOW OPENINGS IN EXTERIOR WALL SYSTEMS ARE ROUGH OPENING DIMENSIONS.
- CONTRACTOR SHALL NOT ADJUST ANY DIMENSIONS MARKED "CLEAR" OR "CLR" WITHOUT WRITTEN INSTRUCTION FROM THE ARCHITECT AND/OR OWNER.
- DOORS TO BE WOOD WITH HOLLOW METAL FRAMES, 8'-0" UNO.

KEYNOTES - FLOOR PLAN

NOTE ALL KEYNOTES MAY NOT BE USED ON THIS SHEET

NO.	DESCRIPTION
1	PLASTIC LAMINATE LOWER CABINETS / DRAWERS WITH QUARTZ COUNTERTOP
2	FULL HEIGHT PLASTIC LAMINATE CABINETS WITH ADJUSTABLE SHELVING
3	ADJUSTABLE PLASTIC LAMINATE SHELVING, STANDARD AND BRACKET FULL HEIGHT
4	PLASTIC LAMINATE LOWER CABINETS / DRAWERS WITH STAINLESS STEEL COUNTERTOP
5	PLASTIC LAMINATE FLOATING SHELVES WITH IN WALL BRACKET
6	WALL MOUNTED, DUAL BASIN STAINLESS STEEL UTILITY SINK
7	KITCHEN MILLWORK: PLASTIC LAMINATE LOWER CABINETS / DRAWERS WITH QUARTZ COUNTERTOP, TO INCLUDE FULL SIZE COMMERCIAL REFRIGERATOR (3), DISHWASHER (2), SINK / FAUCET (2), AND WATER LINE FOR COFFEE MAKER.
8	KITCHEN ISLAND MILLWORK: PLASTIC LAMINATE LOWER CABINETS / DRAWERS WITH QUARTZ COUNTERTOP AND BAR HEIGHT PERCH COUNTERTOP, TO INCLUDE MICROWAVE (1), FREESTANDING ELECTRIC RANGE, AND EXHAUST HOOD.
9	RECEPTION DESK: PLASTIC LAMINATE INTERIOR AND DRAWERS WITH QUARTZ COUNTERTOP, DESK TO BE WRAPPED IN (WD-1) TAMBOUR PANELS, DESK TO BE ADA COMPLIANT
10	UPHOLSTERED (UPH-1) BANQUETTE WITH 1'-2" H UPHOLSTERED BACK AND 4" H PAINT GRADE WOOD BASE
11	UPHOLSTERED (UPH-1) BANQUETTE WITH 7'-6" H UPHOLSTERED BACK AND 4" H PAINT GRADE WOOD BASE, PLASTIC LAMINATE WALL MOUNTED WORKSURFACE, 3" THICK UPHOLSTERED (UPH-1) PANEL ON SIDES AND CEILING OF OPENING
12	UPHOLSTERED (UPH-1) BANQUETTE WITH 7'-6" UPHOLSTERED BACK AND 4" H PAINT GRADE WOOD BASE, PLASTIC LAMINATE WALL MOUNTED WORKSURFACE, 3" THICK UPHOLSTERED (UPH-1) PANEL ON SIDE, BACK AND CEILING OF OPENING
13	3" W X 4" D WOOD TRIM AROUND TOP AND SIDES OF OPENING
14	3" W X 4" D 10W X 6" H WOOD TRIM FOR WALL MOUNTED TV
15	UPHOLSTERED (UPH-1) BANQUETTE WITH FULL HEIGHT BACK AND 4" H PAINT GRADE WOOD BASE
16	UPHOLSTERED BUILT IN NOOK, SIDES, BACK, TOP AND BOTTOM TO BE 3" THICK UPHOLSTERED PANEL (UPH-1)
17	OWNER PROVIDED DONOR WALL, GC TO PROVIDE IN-WALL BLOCKING
18	DEMOUNTABLE WALL SYSTEM, BASE BID, TEKION TEK VUE DEMOUNTABLE WALL SYSTEM WITH GLASS DOOR 9'-0" H, ALT ZONA LYNN TELESCOPING GLASS WALL WITH INTEGRATED SWING GLASS DOOR, 9'-0" H
19	PROVIDE MODERN FOLD OPERABLE PARTITION, ACQUIST-SEAL PAIRED PANEL SYSTEM
20	INTERACTIVE SCREE: REFER TO ELECTRICAL CONSULTANT SPECIFICATIONS, GC TO PROVIDE BACKING AND NECESSARY SUPPORT
21	RESTROOMS: PROVIDE DRINKING FOUNTAIN WITH BOTTLE FILLER, TOILETS, QUARTZ VANTY AND APRON WITH UNDERMOUNT SINKS, FAUCET AND SOAP DISPENSOR, PROVIDE RESTROOMS ACCESSORIES: GRAB BARS, RECESSED PAPER TOWEL DISPENSOR/TRASH, TOILET PAPER DISPENSOR, SANITARY DISPOSAL, ROSE HOOK, AND WOOD FRAMED MIRROR
22	MOTHERS ROOM: PROVIDE PLASTIC LAMINATE LOWER CABINETS / DRAWERS WITH QUARTZ COUNTERTOP, PROVIDE UNDERMOUNT SINK, FAUCET AND UNDER COUNTER REF
23	JANITOR: PROVIDE SINK AND FAUCET
24	OWNER PROVIDED TV, GC TO PROVIDE IN-WALL BLOCKING
25	WALL MOUNTED PLASTIC LAMINATE 3" THICK BENCH
26	TEKION TEK VUE DEMOUNTABLE WALL SYSTEM WITH WOOD DOORS, 9'-0" H, SEE PLAN FOR WIDTH
27	BUDGET \$50,000 FOR STAIR
28	STAFF KITCHEN MILLWORK: PLASTIC LAMINATE LOWER CABINETS / DRAWERS WITH QUARTZ COUNTERTOP, TO INCLUDE FULL SIZE COMMERCIAL REFRIGERATOR (2), DISHWASHER, MICROWAVE (2), SINK / FAUCET, AND WATER LINE FOR COFFEE MAKER



1 FIRST FLOOR PLAN
1/8" = 1'-0"

NOT FOR CONSTRUCTION
11-18-2025

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 Minnesota.

Name
License No.
Expiration Date
Date Signed

PROJECT FOR
MICC
LEARNING CENTER

Project No. 3233.001.02
Drawn By CAC
Checked By MF
Date 11/18/25

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3	11/18/25	DESIGN PRICING PACKAGE
4	11/18/25	LAND USE APPLICATION REV1

GENERAL NOTES - FLOOR PLAN

- A. PARTITIONS TO BE TYPE A3A, UNLESS NOTED OTHERWISE.
- B. PLAN DIMENSIONS LOCATING INTERIOR PARTITIONS ARE TO:
 1. FACE OF CONCRETE BLOCK, UNLESS NOTED OTHERWISE.
 2. FACE OF GYPSUM BOARD PARTITION, UNLESS NOTED OTHERWISE.
- C. PLAN DIMENSIONS LOCATING EXTERIOR WALLS ARE TO:
 1. EXTERIOR FACE OF MASONRY, CAST IN PLACE CONCRETE OR CONCRETE WALL PANEL, UNLESS NOTED OTHERWISE.
 2. EXTERIOR FACE OF ALUMINUM FRAMES AT ALL AREAS OF CURTAINWALL, UNLESS NOTED OTHERWISE.
 3. EXTERIOR FACE OF SHEATHING AT ALL AREAS OF SHEATHING, UNLESS NOTED OTHERWISE.
- D. PLAN DIMENSIONS LOCATING STRUCTURAL ELEMENTS ARE TO CENTERLINE OF COLUMNS AND BEAMS, UNLESS NOTED OTHERWISE.
- E. PLAN DIMENSIONS LOCATING DOOR AND WINDOW OPENINGS IN EXTERIOR WALL SYSTEMS ARE ROUGH OPENING DIMENSIONS.
- F. CONTRACTOR SHALL NOT ADJUST ANY DIMENSIONS MARKED "CLEAR" OR "CLR" WITHOUT WRITTEN INSTRUCTION FROM THE ARCHITECT AND/OR OWNER.
- G. DOORS TO BE WOOD WITH HOLLOW METAL FRAMES, 8'-0" UNO.

KEYNOTES - FLOOR PLAN

NOTE ALL KEYNOTES MAY NOT BE USED ON THIS SHEET

NO.	DESCRIPTION
1	PLASTIC LAMINATE LOWER CABINETS / DRAWERS WITH QUARTZ COUNTERTOP
2	FULL HEIGHT PLASTIC LAMINATE CABINETS WITH ADJUSTABLE SHELVING
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9	RECEPTION DESK: PLASTIC LAMINATE INTERIOR AND DRAWERS WITH QUARTZ COUNTERTOP. DESK TO BE WRAPPED IN (WD-1) TAMBOUR PANELS. DESK TO BE ADA COMPLIANT.
10	UPHOLSTERED (UPH-1) BANQUETTE WITH 1'-2" H UPHOLSTERED BACK AND 4" H PAINT GRADE WOOD BASE.
11	UPHOLSTERED (UPH-1) BANQUETTE WITH 7'-6" H UPHOLSTERED BACK AND 4" H PAINT GRADE WOOD BASE. 3" THICK UPHOLSTERED (UPH-1) PANEL ON SIDES AND CEILING OF OPENING.
12	UPHOLSTERED (UPH-1) BANQUETTE WITH 7'-6" UPHOLSTERED BACK AND 4" H PAINT GRADE WOOD BASE. PLASTIC LAMINATE WALL MOUNTED WORKSURFACE. 3" THICK UPHOLSTERED (UPH-1) PANEL ON SIDE, BACK AND CEILING OF OPENING.
13	3" W X 4" D WOOD TRIM AROUND TOP AND SIDES OF OPENING.
14	3" W X 4" D 10'W X 6" H WOOD TRIM FOR WALL MOUNTED TV.
15	UPHOLSTERED (UPH-1) BANQUETTE WITH FULL HEIGHT BACK AND 4" H PAINT GRADE WOOD BASE.
16	UPHOLSTERED BUILT IN HOOK, SIDES, BACK, TOP AND BOTTOM TO BE 3" THICK UPHOLSTERED PANEL (UPH-1).
17	OWNER PROVIDED DONOR WALL. GC TO PROVIDE IN-WALL BLOCKING.
18	DEMOUNTABLE WALL SYSTEM: BASE BID: TEKNION TEK VUE DEMOUNTABLE WALL SYSTEM WITH GLASS DOOR 9'-0" H. ALT. ZONA LYNN TELESCOPING GLASS WALL WITH INTEGRATED SWING GLASS DOOR, 9'-0" H.
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26	WALL MOUNTED PLASTIC LAMINATE 3" THICK BENCH.
27	TEKNION TEK VUE DEMOUNTABLE WALL SYSTEM WITH WOOD DOORS, 9'-0" H. SEE PLAN FOR WIDTH.
28	BUDGET \$50,000 FOR STAIR.
29	STAFF KITCHEN MILLWORK: PLASTIC LAMINATE LOWER CABINETS / DRAWERS WITH QUARTZ COUNTERTOP. TO INCLUDE FULL SIZE COMMERCIAL REFRIGERATOR (2), DISHWASHER, MICROWAVE (2), SINK / FAUCET, AND WATER LINE FOR COFFEE MAKER.



1 SECOND FLOOR PLAN
1/8" = 1'-0"

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11-18-2025

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License No.
Expiration Date
Date Signed

PROJECT FOR
MICC
LEARNING CENTER

Project No. 3233.001.02
Drawn By CAC
Checked By MF
Date 11/18/25

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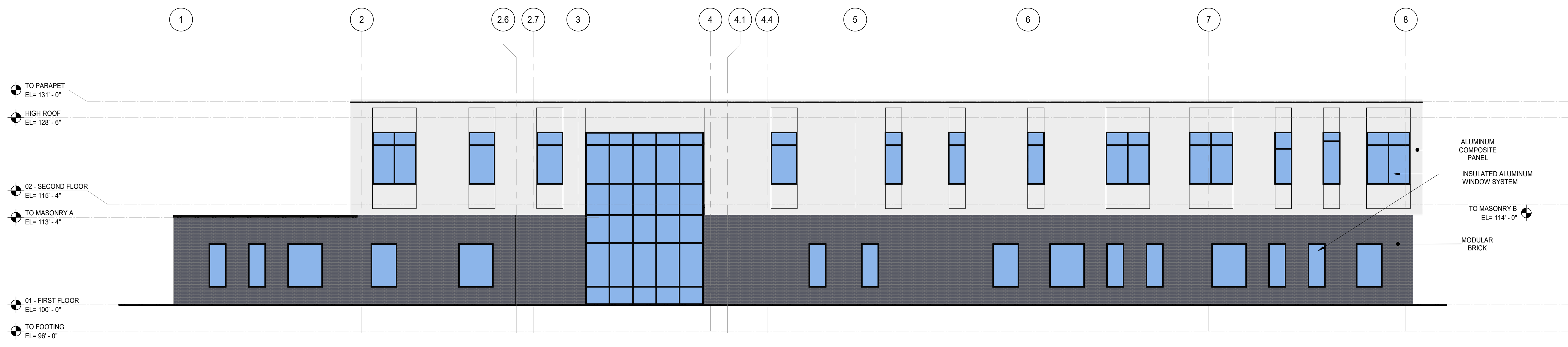
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ISSUES / REVISIONS	
NO.	DESCRIPTION
10/13/25	LAND USE APPLICATION
11/18/25	LAND USE APPLICATION REV1

GENERAL NOTES - EXTERIOR ELEVATIONS

A. REFER TO A65x SERIES SHEETS FOR ALUMINUM FRAME AND CURTAINWALL TYPES.

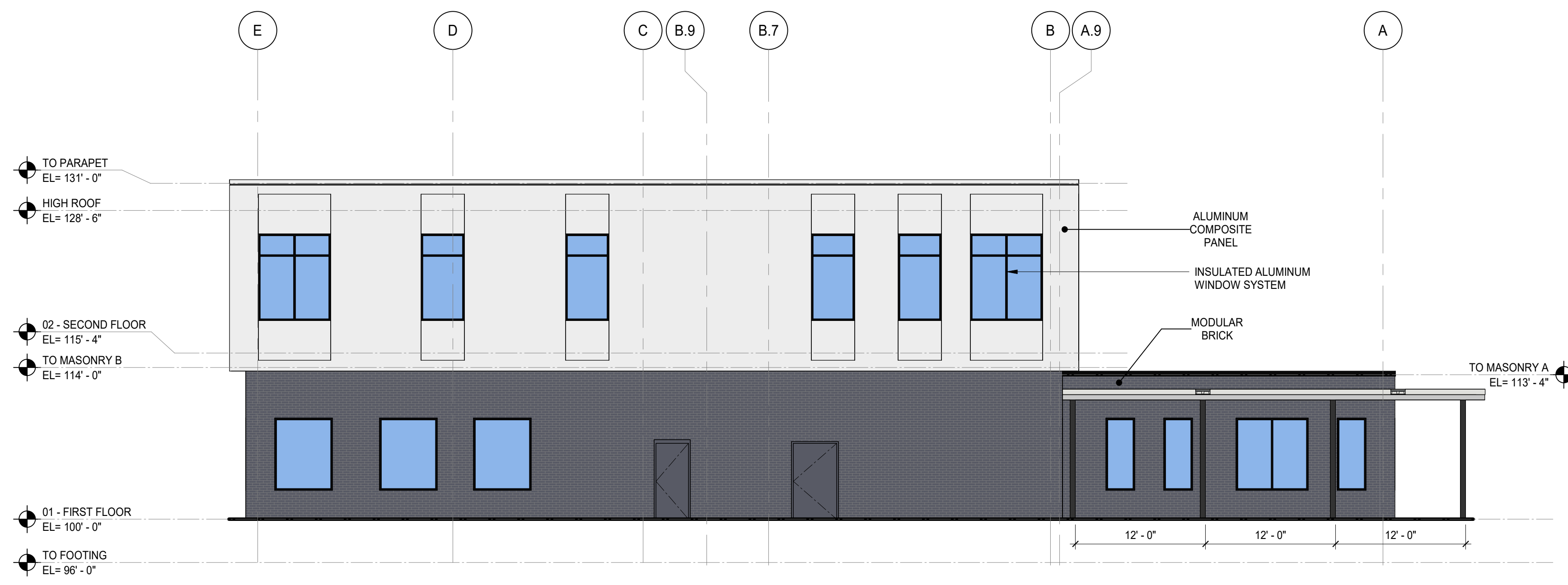
KEYNOTES - EXTERIOR ELEVATION	
NOTE: ALL KEYNOTES MAY NOT BE USED ON THIS SHEET	
NO.	DESCRIPTION



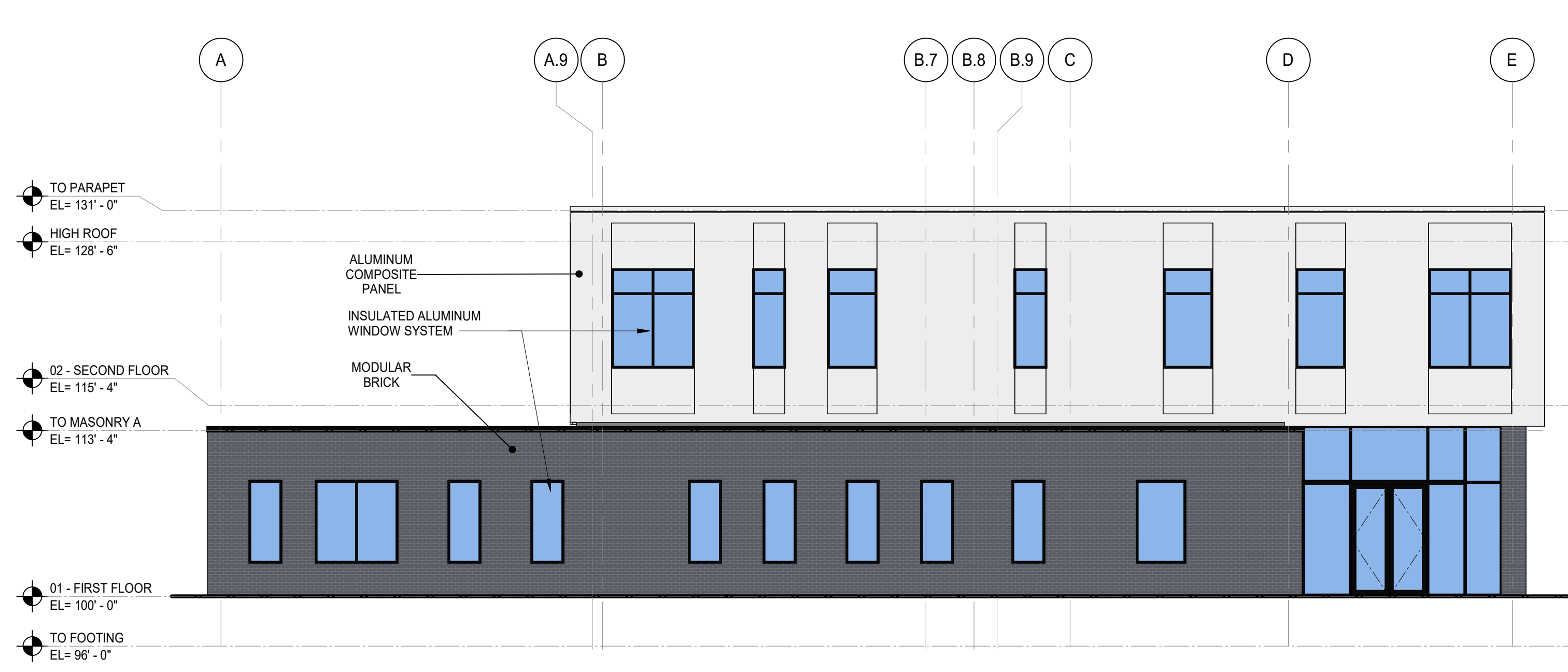
1 ELEVATION - SOUTH
1/8" = 1'-0"



2 ELEVATION - NORTH
1/8" = 1'-0"



3 ELEVATION - EAST
1/8" = 1'-0"



4 ELEVATION - WEST
1/8" = 1'-0"

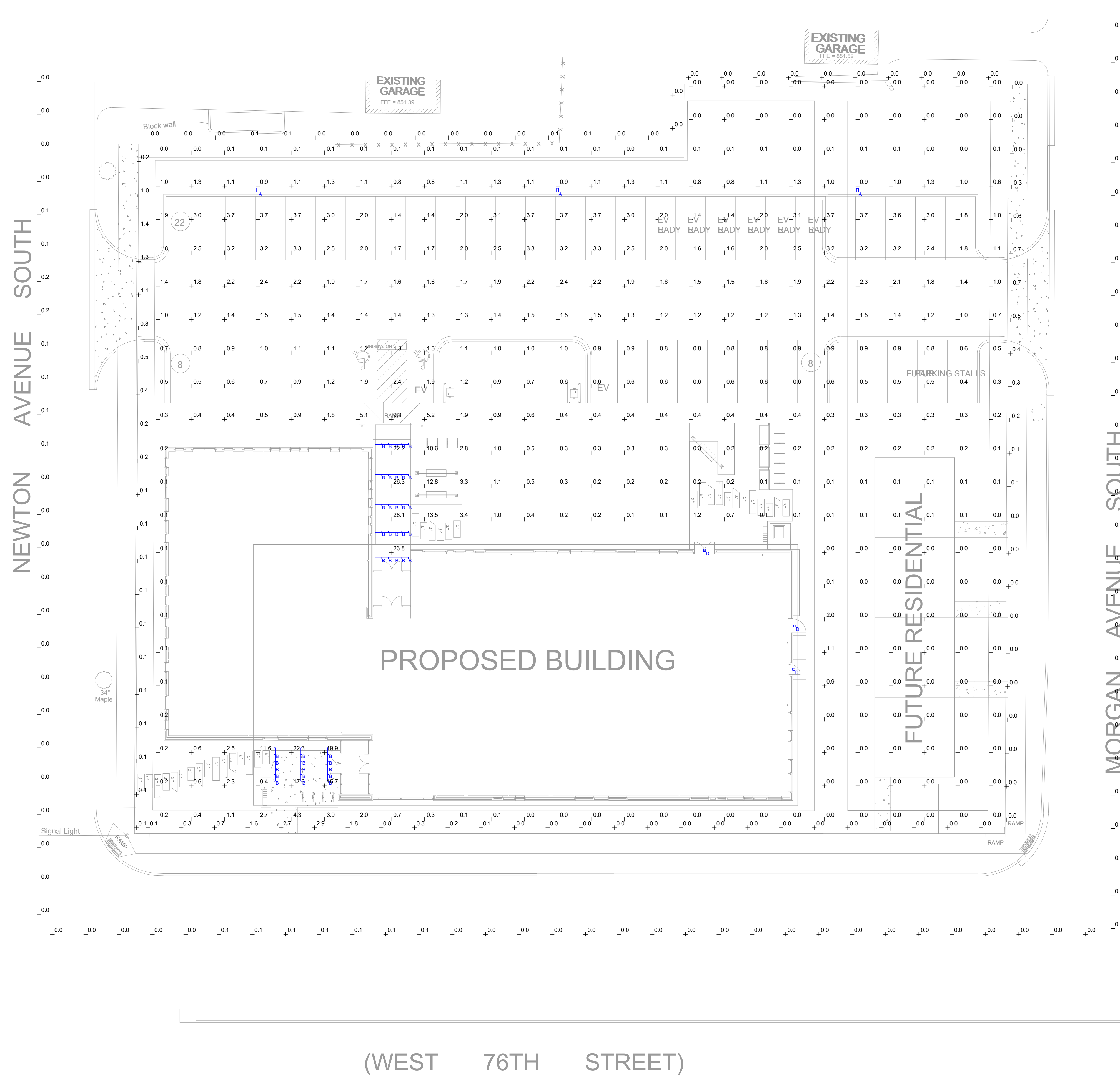
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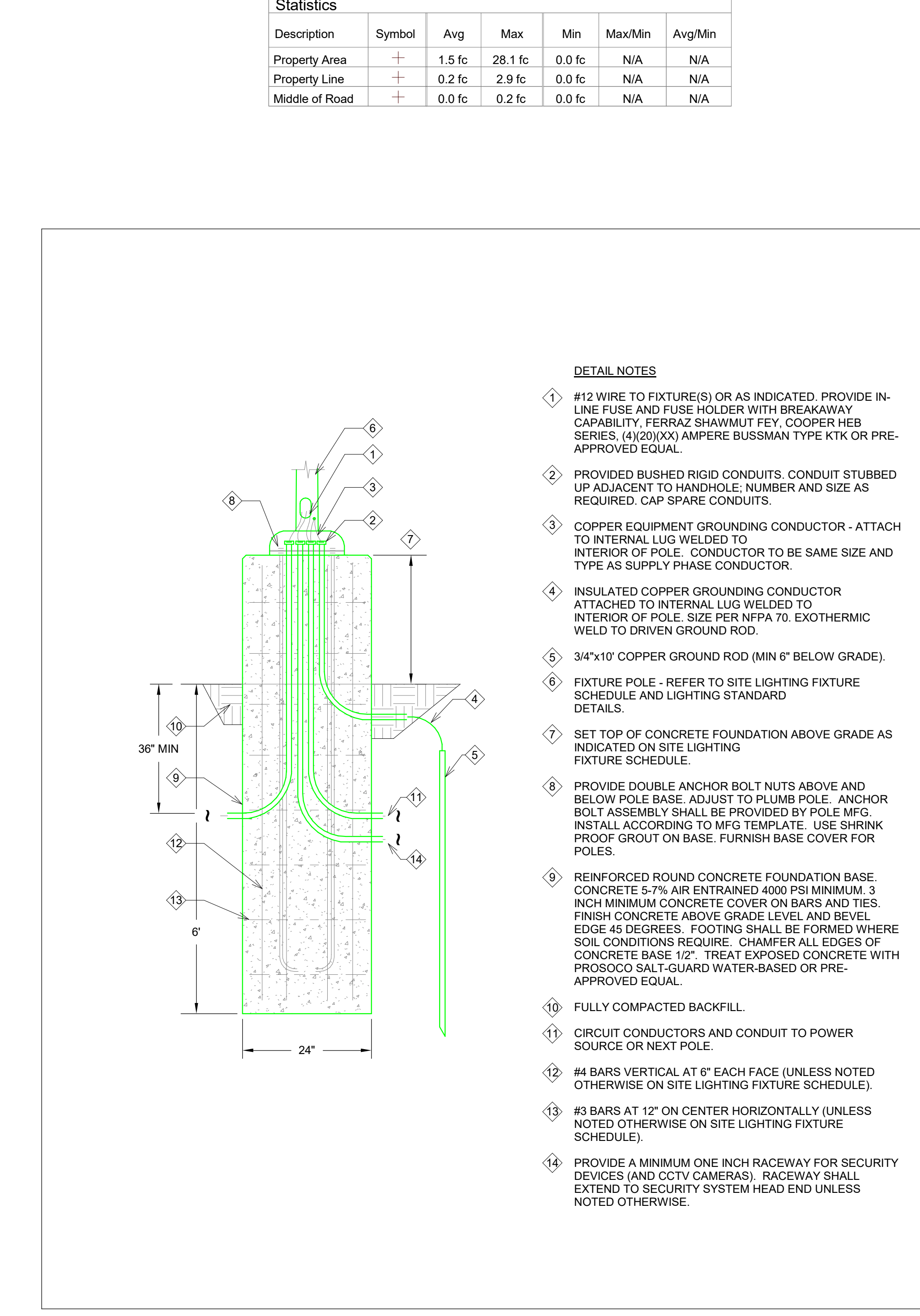
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PROJECT FOR
MICC LEARNING CENTER

Symbol	Label	QTY	Manufacturer	Catlog	Description	Number Lamps	Lamp Output	LLF	Input Power
□	A	3	SIGNIFY CANADA LTD	OFF-S-A04-740-BLC	OffForm - Small, 40 LEDs, 4000K CCT, TYPE BLC OPTIC, 70CRI	1	1063	1	50.65
□	B	40	ALW USA	LP3 SRWL-3FT-LOW-DIRECT-4000-80-EXT-F (with EXT Flush Lens)	Covers LP3.5 Trimmable with Flush Lens (LP3 SRWL), Trimmable, Medium Flush Lens (LP3 SRWL), Perimeter, Flush-Mount (LP3 SRWL), Recessed (LP3 SR), Wet Location (LP3 SRWL), Recessed-Wall Location (LP3 SRWL), with EXT Flush Lens. NOTE: THIS IS FILE IS FOR EXT FLUSH LENSES ONLY. IT DOES NOT APPLY TO LP3.5 MODELS WITH RECESSED LENSES OR REVEAL LENSES.	1	1206	1	10.6
□	D	3	Lithonia Lighting	LDMSQ 3550 L5BAR LD	BIN SQUARE LDR, 3500K, 5,000LM, MATTE DIFFUSE FINISH	1	4118	1	59.5

Statistics						
Description	Symbol	Avg	Max	Min	Max/Min	Avg/Min
Property Area	+	1.5 fc	28.1 fc	0.0 fc	N/A	N/A
Property Line	+	0.2 fc	2.9 fc	0.0 fc	N/A	N/A
Middle of Road	+	0.0 fc	0.2 fc	0.0 fc	N/A	N/A



1 SITE LIGHTING PHOTOMETRICS
1/16" = 1'-0"



2 POLE MOUNTING DETAIL WITH GROUNDING
12" = 1'-0"

- DETAIL NOTES**
- #12 WIRE TO FIXTURE(S) OR AS INDICATED. PROVIDE IN-LINE FUSE AND FUSE HOLDER WITH BREAKAWAY CAPABILITY. FERRAZ SHAWMUT FEY, COOPER-HEB SERIES, [4](20)(XX) AMPERE BUSSMAN TYPE KTK OR PRE-APPROVED EQUAL.
 - PROVIDED BUSHED RIGID CONDUITS. CONDUIT STUBBED UP ADJACENT TO HANDHOLE. NUMBER AND SIZE AS REQUIRED. CAP SPARE CONDUITS.
 - COPPER EQUIPMENT GROUNDING CONDUCTOR - ATTACH TO INTERNAL LUG WELDED TO INTERIOR OF POLE. CONDUCTOR TO BE SAME SIZE AND TYPE AS SUPPLY PHASE CONDUCTOR.
 - INSULATED COPPER GROUNDING CONDUCTOR ATTACHED TO INTERNAL LUG WELDED TO INTERIOR OF POLE. SIZE PER NFPA 70. EXOTHERMIC WELD TO DRIVEN GROUND ROD.
 - 3/4"x10' COPPER GROUND ROD (MIN 6" BELOW GRADE).
 - FIXTURE POLE - REFER TO SITE LIGHTING FIXTURE SCHEDULE AND LIGHTING STANDARD DETAILS.
 - SET TOP OF CONCRETE FOUNDATION ABOVE GRADE AS INDICATED ON SITE LIGHTING FIXTURE SCHEDULE.
 - PROVIDE DOUBLE ANCHOR BOLT NUTS ABOVE AND BELOW POLE BASE. ADJUST TO PLUMB POLE. ANCHOR BOLT ASSEMBLY SHALL BE PROVIDED BY POLE MFG. INSTALL ACCORDING TO MFG TEMPLATE. USE SHRINK PROOF GROUT ON BASE. FURNISH BASE COVER FOR POLES.
 - REINFORCED ROUND CONCRETE FOUNDATION BASE. CONCRETE 5-7% AIR ENTRAINED 4000 PSI MINIMUM. 3 INCH MINIMUM CONCRETE COVER ON BARS AND TIES. FINISH CONCRETE ABOVE GRADE LEVEL AND BEVEL EDGE 45 DEGREES. FOOTING SHALL BE FORMED WHERE SOIL CONDITIONS REQUIRE. CHAMFER ALL EDGES OF CONCRETE BASE 1/2". TREAT EXPOSED CONCRETE WITH PROSOCO SALT-GUARD WATER-BASED OR PRE-APPROVED EQUAL.
 - FULLY COMPACTED BACKFILL.
 - CIRCUIT CONDUCTORS AND CONDUIT TO POWER SOURCE OR NEXT POLE.
 - #4 BARS VERTICAL AT 6" EACH FACE (UNLESS NOTED OTHERWISE ON SITE LIGHTING FIXTURE SCHEDULE).
 - #3 BARS AT 12" ON CENTER HORIZONTALLY (UNLESS NOTED OTHERWISE ON SITE LIGHTING FIXTURE SCHEDULE).
 - PROVIDE A MINIMUM ONE INCH RACEWAY FOR SECURITY DEVICES (AND CCTV CAMERAS). RACEWAY SHALL EXTEND TO SECURITY SYSTEM HEAD END UNLESS NOTED OTHERWISE.

Project No. 3233.001.02
Drawn By AB
Checked By MMF
Date 10/13/2025

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ISSUES / REVISIONS	
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NOT FOR CONSTRUCTION
11-18-2025

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PROJECT FOR
MICC
LEARNING CENTER

NOTES

A. DRAWING REPRESENTS PROOF OF CONCEPT FOR FUTURE RESIDENTIAL PROJECT. RESIDENTIAL DEVELOPMENT ON SITE IS NOT IN SCOPE.

MR-2

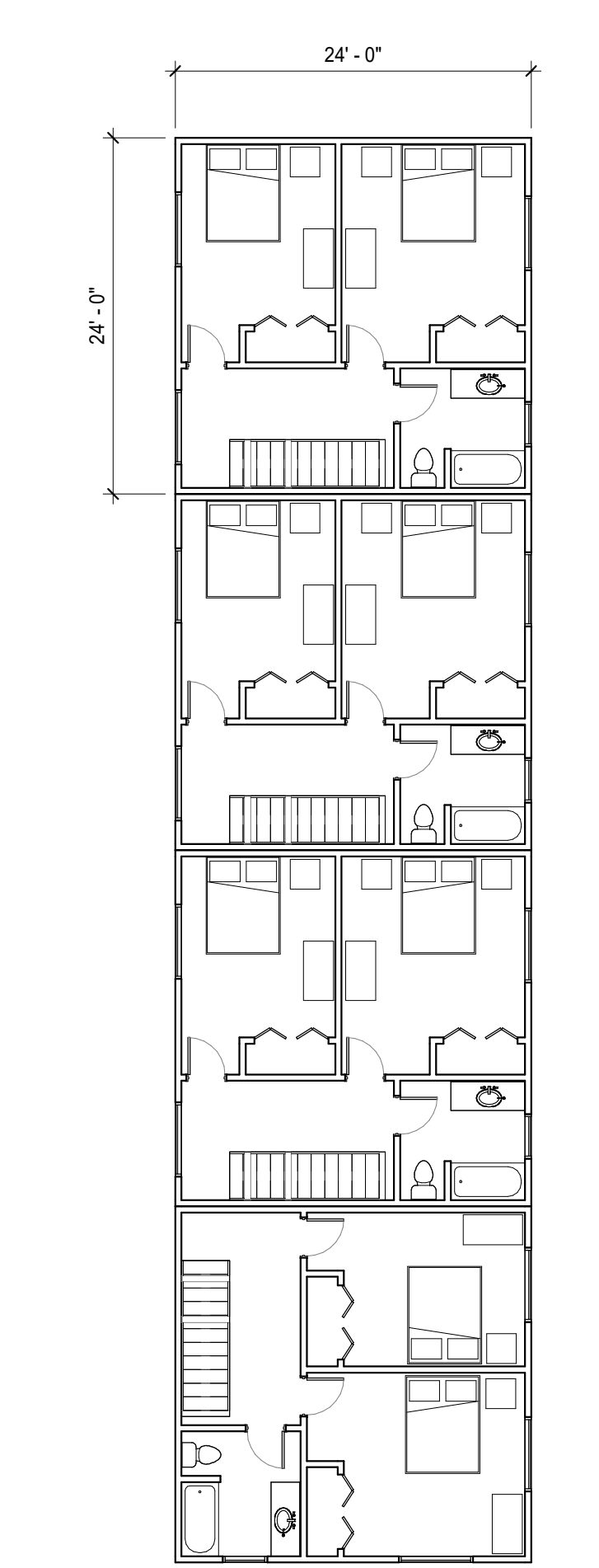
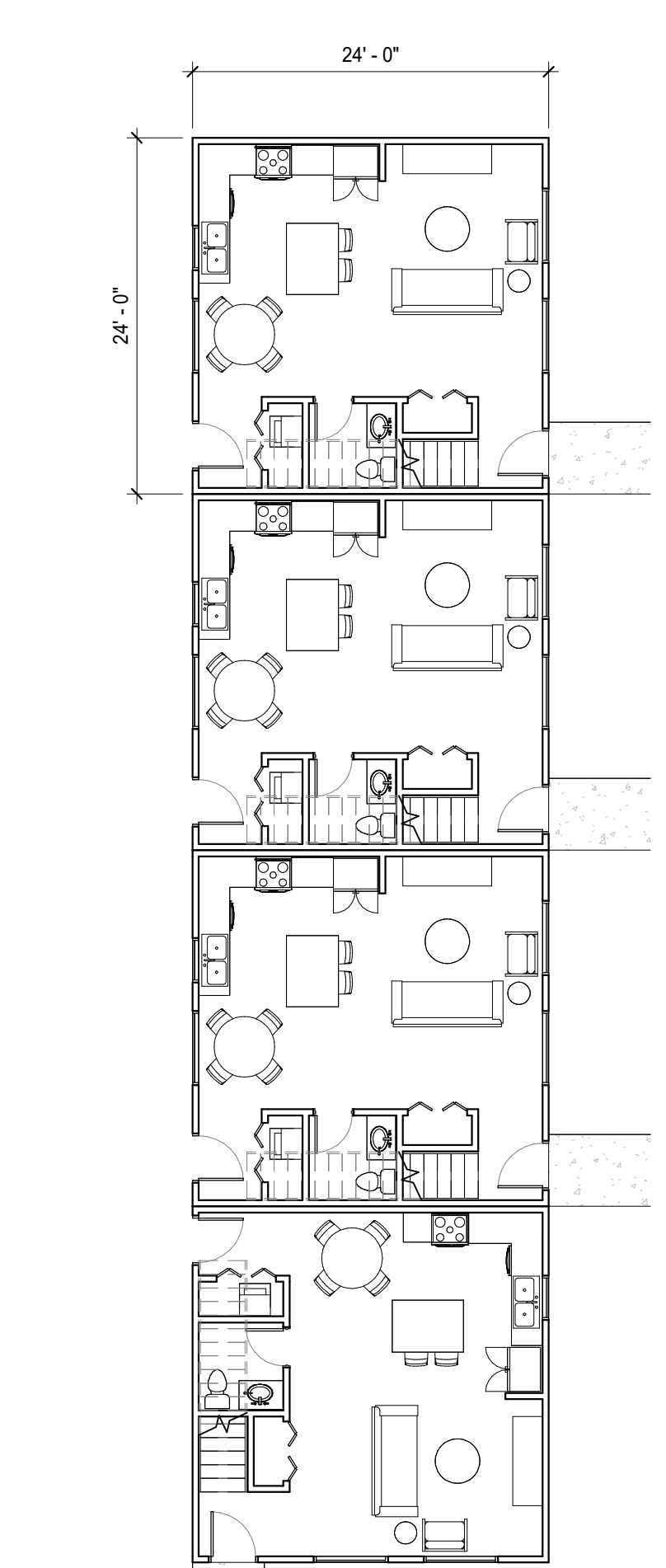
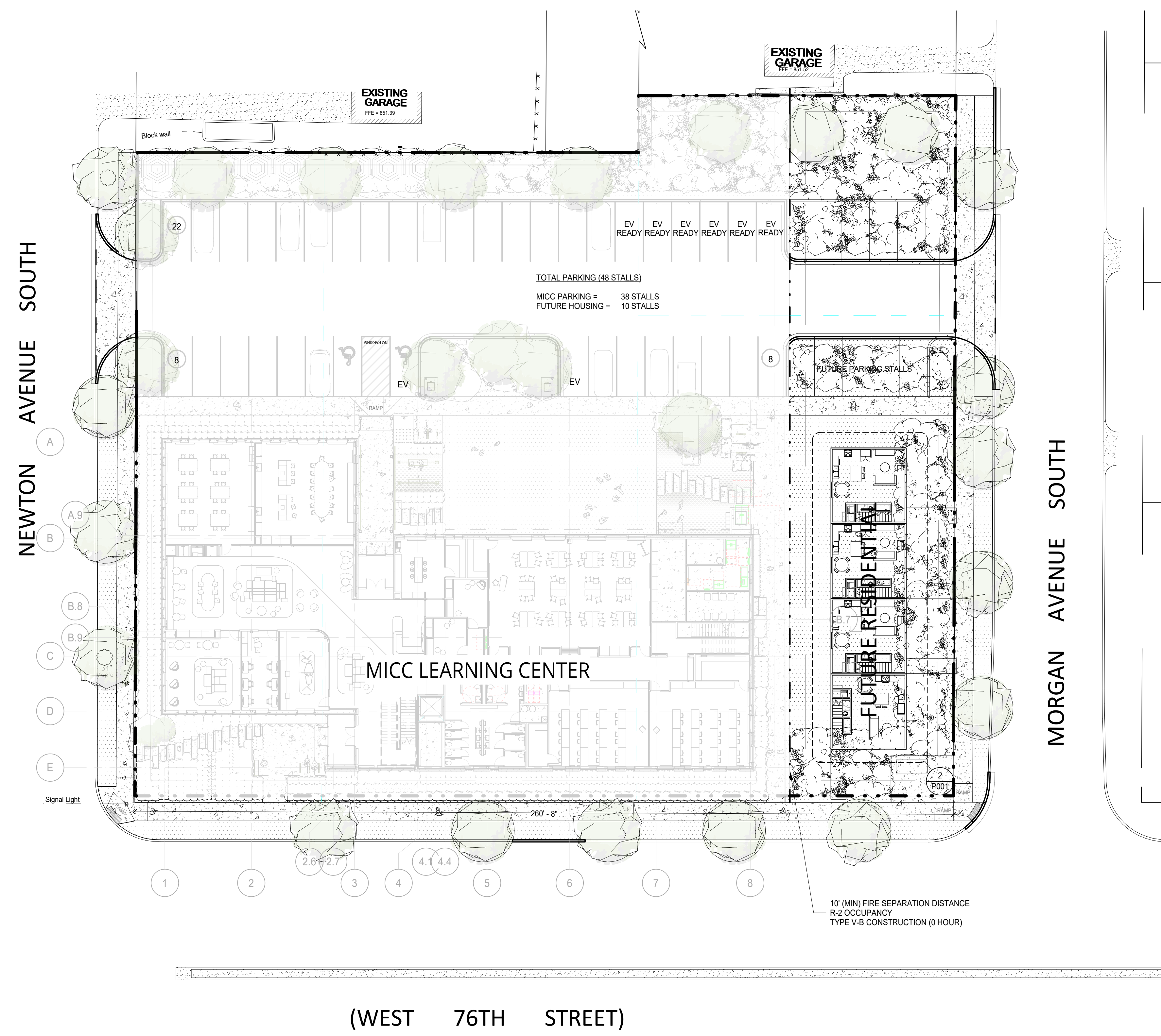
LOT SIZE (MIN): 6,000 SF
LOT AREA: 11,712 SF
LOT WIDTH (MIN): 52'
LOT WIDTH: 52.1'
COVERAGE (MAX): 45%
PROPOSED BUILDING COVERAGE: 2,400 SF = 20%

HEIGHT (MAX): 3 STORIES / 36'
SETBACKS (MIN):
FRONT = 15'
SIDE (INTERIOR) = 5'
SIDE (STREET) = 15'
ADJACENT TO PARKING = 15'
PROPOSED SETBACKS:
FRONT = 15'
SIDE (STREET) = 15'
IMPERVIOUS SURFACE (MAX): 70%
PROPOSED IMPERVIOUS AREA: (64%) 7500 SF

PARKING (MIN): 1.25 UNIT = 5 STALLS
PROPOSED PROOF OF PARKING = 10 STALLS

POTENTIAL FUTURE HOUSING

UNITS (24'x24') = 1,152 SF
(4) 2-LEVEL WALK-UP UNITS
(100'x24') = 2,400 SF



1 ARCHITECTURAL SITE PLAN Option B
1" = 20'-0"

2 FIRST FLOOR PLAN - RESIDENTIAL UNIT B
3/32" = 1'-0"

3 SECOND FLOOR PLAN - RESIDENTIAL UNIT B
3/32" = 1'-0"

Project No. 3233.001.02
Drawn By CAC
Checked By MF
Date 11/18/25

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ISSUES / REVISIONS

NO.	DATE	DESCRIPTION
10/13/25		LAND USE APPLICATION
11/18/25		LAND USE APPLICATION REV1

OVERALL SITE LAYOUT PLAN W/ PROOF OF HOUSING CONCEPT

P001

Required Findings – MICC

CUP, Variances & Preliminary Plat - 2000 76th Street West

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

1. *The proposed use is consistent with the goals, policies, and objectives of the City's Comprehensive Plan.*

The proposed use of the property as a learning institution similar to a high school is consistent with the guiding "Medium Density Residential" designation. Further, the project advances the following goals of the Comprehensive Plan:

- » Establish a land use pattern and supporting infrastructure that preserves and enhances the ability of residents to make personal connections in their neighborhoods.
- » Encourage a mix of uses that serve surrounding local neighborhoods (many of MICC students live in the immediate neighborhood)
- » Focuses development along major transportation thoroughfares.
- » Provides pedestrian friendly building and site design
- » Encourage development of areas where vehicle use is minimized.

2. *The proposed use is consistent with the purposes of the Zoning Code and the purposes of the zoning district in which the applicant intends to locate the proposed use.*

The purpose of the Zoning Code in general is to protect and promote the public health, safety, aesthetics, economic viability, and general welfare of the City. To comply with the medium density residential guiding the property will be rezoned to MR-2 (Multifamily Residential). While not explicitly stated, it is the intent of the MR-2 district to provide space for semi-public facilities and institutions that support and complement urban residential area. With the recommended conditions of approval, the proposal does just that.

3. *The proposed use is consistent with any officially adopted redevelopment plans or urban design guidelines.*

There are no officially adopted redevelopment plans or urban design guidelines for this area.

4. *The proposed use is or will be in compliance with the performance standards specified in Section 544 of this code.*

Except for the setback, lot cover and parking variances requested, the proposal complies with all other performance standards of the Code.

5. *The proposed use will not have undue adverse impacts on governmental facilities, utilities, services, or existing or proposed improvements.*

The City's Public Works and Engineering Departments have reviewed the proposal and do not anticipate any issues.

6. *The use will not have undue adverse impacts on the public health, safety, or welfare.*

The proposed two-story classroom/office building and associated parking does not pose any threats to public health, safety and welfare. It is believed that adequate provisions already are, or will be, in place to protect public health, safety and welfare.

7. *There is a public need for such use at the proposed location.*

MICC has been outgrowing their current locations in the immediate area; see applicant's narrative.

8. *The proposed use meets or will meet all the specific conditions set by this code for the granting of such conditional use permit.*

Section 525.07, Subd.4, has five requirements that are all being met.

Part 2 - Variances

The applicant is requesting three setback variances, a lot cover variance, and a parking variance as follows:

Per Code Section 525.15, Subd. 1:

- A 22 foot variance from the 30 foot setback required long the front/west side (Newton Avenue).
- A 23.5 foot variance from the 30 foot setback required along the side abutting a public right-of-way (76th Street).
- A 15 foot variance from the 25 foot setback required along the rear/east side (new interior lot line)

Also per Code Section 525.15, Subd. 1:

- A variance to allow 37% coverage when 30% is the maximum

Per Code Section 544.13, Subd.6:

- A 15 stall variance from the 52 stall parking requirement for a "high school" in order to provide 38 parking spaces.

In evaluating a variance, the Planning Commission and City Council shall consider the following (Subsection 547.11):

- a) *There are unusual or unique circumstances that apply to the property which were not created by the applicant and do not apply generally to other properties in the same zone or vicinity.*

Setbacks: The property is somewhat unique in that it is situated across the street from the Best Buy campus. The City recently amended the residential portion of the multifamily development regulations to reduce setback requirements. The City may want to consider whether or not it is also appropriate to amend the non-residential portion of the multifamily development regulations as well, as thirty foot setbacks from all sides are contrary to the desired urban massing and form, particularly along higher volume arterial roadways. The desire for reduced

setbacks was expressed by both the City and the applicant during work session discussions. Pushing the building towards the southwest corner of the site both increases the setback to the residential properties to the north, and creates a better streetscape along 76th Street West. Also, at least two of the three setback variances would not be needed if the second parcel were not being reserved for future development.

Lot Cover: The City's lot cover requirement is set rather low for a non-residential use and could maybe be studied in the future. Regardless, it has long been a desire of both the City and the applicant to incorporate housing into this project. While not a viable component at this time, a separate parcel is being platted with the intention of future development. This is relevant because the proposal could be designed to meet the lot cover limit if it did not reserve space for potential future housing.

Parking: The proposal is unique in that MICC's clientele are a very low-driving population. The code allows Council approved parking reductions for low-driving populations, but only in relation to residential projects; the provision does not apply to non-residential projects. Therefore, a variance is needed. The parking variance would not likely be appropriate for typical post-secondary schools and staff has included a condition of approval related to this unique characteristic.

- b) *There are "practical difficulties" that prevent the property owner from using the property in a reasonable manner.*

The practical difficulty is the usual circumstance explained in (a) above.

- c) *The variance would not alter the character of the neighborhood or the locality.*

Setbacks: The setback variances increase the distance between the proposed building and the residential homes to the north, helping to maintain the same light and air that they currently enjoy. Also, it appears that there are portions of the Best Buy building that are closer than 30 feet to the property line. Consequently, the variances are serving to preserve existing character.

Lot Cover: The lot cover is similar in proportion to the Busy Buy building directly across the street. Therefore, the variance is in keeping with the character of the neighborhood.

Parking: Whenever possible, minimizing the amount of parking constructed is pedestrian-friendly building and site design, which serves to preserve the walkable, urban hometown character of the community.

Negative impacts related to the granting of these variances are not anticipated.

- d) *The variance is the minimum necessary to alleviate the practical difficulty.*

Setbacks: It would be easier to provide greater setbacks if the project was not carving out space for a future development lot. According to the applicant, the variances are the minimum necessary to alleviate the practical difficulty.

Lot Cover: At 52 feet wide, the proposed Lot 2, reserved for future development (either housing or facility expansion) is just slightly over the code requirement of 50 feet. If the reservation of space for future housing is still a priority for both the City and the applicant then – except for the creation of a flag lot which is highly discouraged - the variance is the minimum necessary.

Parking: The applicant has analyzed their existing parking usage and has provided documentation supporting the rationale behind the request. Staff agrees that the variance is the minimum necessary to alleviate the practical difficulty.

- e) *The variance is in harmony with the general purpose and intent of the ordinance and consistent with the Comprehensive Plan.*

The proposed development generally follows principles of good site design. The requested variances are not anticipated to adversely impact the aesthetics of the community or its health, safety and welfare, the preservation of which are the principal objectives of the zoning code. In relation to the Comprehensive Plan, see item 1 in part 1, above.

Part 3 – Preliminary Plat the City Council, as a basis for their approval, must make the following findings prior to approval of a preliminary plat (500.15, Subd.7):

- (a) The subdivision is in conformance with this Section and the applicable regulations of the Zoning Ordinance;
- Both lots comply with the design standards of Section 500.21 and meet the size and width requirements of the MR-2 zoning district.
- (b) The subdivision does not conflict with any goals or policies of the Comprehensive Plan or other sub-area plan; the Capital Improvements Program; or any other City policy or regulation.
- There are no sub-area plans that apply to the subject site. The plat complies with both the Comp Plan and the CIP.
- (c) The subdivision can be economically served with public facilities and services.
- The lots are already served by public facilities and services and any increase in service can be accommodated.
- (d) The subdivision design mitigates potential substantial and irreversible negative impacts on the environment, including, but not limited to: topography; steep slopes; trees; vegetation; naturally occurring lakes, ponds, rivers and streams; susceptibility of the site to erosion, sedimentation or flooding; drainage; and storm water storage needs;

- There are no steep slopes, naturally occurring lakes, ponds, rivers or streams. The site is pretty flat. There are quite a few mature trees that will be lost with the redevelopment of the site, but the proposal meets the City's planting requirements, as well as the stormwater retention and filtration requirements.

(e) The subdivision will not be detrimental to the public health, safety or welfare.

- Staff finds that the platting of the property will not be detrimental to the public health, safety or welfare.



Community Development Department
Planning & Zoning

November 21, 2025

Amanda Janzen, NTH
81 South 9th Street
Minneapolis MN 55402

MAYOR

MARY SUPPLE

CITY COUNCIL

WALTER BURK

SHARON CHRISTENSEN

RORI A. COLEMAN-
WOODS

SEAN HAYFORD OLEARY

CITY MANAGER

KATIE RODRIGUEZ

SUBJECT: MICC - Rezoning (to MR-2), CUP (for a learning institution), a Preliminary Plat, and 5 Variances: three setback reductions, lot coverage, and parking.

CASE NO: Z25-000008

The subject application is scheduled for a public hearing at the December 8th Planning Commission meeting. From there, it will be forwarded to the January 13th City Council for first reading and January 27th City Council for second reading and final decision. All meetings start at 7:00 pm in the Council Chambers at Richfield City Hall. You or a representative must be present to answer any questions that staff is unable to answer. As previously discussed, below are the comments from the Administrative Review Committee (ARC) which will be attached to staff's recommendation as conditions of approval, to be satisfied prior to the issuance of a building permit:

Environmental Health Department

Dan Devers 952-563-8975

- Further information will be needed regarding the "Teaching Kitchen" before building permits are issued. Depending on its use and the program expectations, this kitchen may need to be built to commercial standards and licensed as a food establishment which would require Environmental Health Plan Review.

Engineering, Public Works, Utilities

Engineering: Joe Powers, City Engineer, Ph. 612-861-9791

Olivia Wycklendt, Engineer, Ph. 612-861-9789

Utilities: Chad Donnelly (Butch), Ph. 612-861-979

Mattias Oddsson, Stormwater Engineer, 612-861-9797

- See comments on attached plan set.
- We strongly recommend salt tolerant turf and vegetation along 76th St. Consult with City staff for approved boulevard trees.
- Clarify stormwater drainage/downspout locations from proposed canopy over North building entrance.
- If possible, we would recommend a very light swale in this area to facilitate the inevitable snow storage. Landscape plantings in this area should be chosen accordingly, subject to staff approval.
- A good rule of thumb is to provide a snow storage area that is 17% of the area being plowed. While there is plenty of space in the northeast corner of the site for

snow storage now, we have concerns for when future parking stalls on east side are built out. Please note that all stalls that are required for parking cannot be used for snow storage. Snow will need to be hauled off site if the remaining landscape area is not sufficient for snow storage.

- Please consider surmountable curb adjacent to the three northeastern most parking stalls to allow for easier snow plowing/pushing to the stormwater into the basin.

Planning/Zoning

Sam Crosby 612-861-9776

- Because of the close proximity of the building to 76th Street, the number and size of windows may not be decreased on any wall. The elevations and floor plans prevail over the renderings.
- All mechanical equipment must be screened from view per Zoning Code Section 544.05, (includes both ground and rooftop).
- Bike racks to be installed according to manufacturer's specifications. Please include the rack detail and locational/installation specifications in the plan set so that the contractor knows what they are.
- Provide a complete landscape plan. Plan must be drawn to a (correct) scale and include: requirement calculations (for amount of landscaping required, for internal parking lot landscaping required, for planting sizes based on building height), a traditional planting schedule (containing symbols, quantities, common and botanical names, size of plant materials, percent by species), details for the 'landscape planting areas' (the foundation plantings, the parking lot screening shrubs), planting details (root condition, special instructions), irrigation notes, etc. Please note that an arborvitae is not considered a tree - it is a shrub. Final plans subject to staff review and approval.
- Provide a cross access, cross parking and cross utility easement agreement for staff review and approval. To be recorded prior to the final plat.
- Provide lighting details including spec sheets for proposed fixtures, pole heights, and base details, subject to staff review and approval. Please note that any lighting near the transit plaza shall have a maximum height of 20 feet, measured from grade and poles must be set on pedestals no more than eight (8) inches in height. Also, please note that the under canopy lights must be recessed.
- Revise the photometric plan so that it does not exceed 4 foot candles in the parking lot.
- Provide retaining wall detail.
- We recommend approaching the adjacent property owner to the north (7527 Newton) about the possibility of removing their existing fence with this project. It is never ideal,

from a maintenance perspective, to have two fences running parallel and MICC is required by code to provide adequate screening.

- The fence must be a privacy style; please provide a fence detail. Also, please note that the fence along the north property line may only be 6 feet tall to either 30 feet from the west property line or the front wall of the adjacent home, then it must drop down to 4 feet in height in front of that. If the neighbor desires a 6 foot tall fence the length of the shared property line in that area, that would be permissible but must be written into the approval; please provide evidence of such. Either way, the fence along the north property line must terminate at least 3 feet from the property line.
- The data summary for EV charging spaces, which calls for 2 charging spaces and 8 “EV ready” spaces, shall prevail.
- At the time of water shut-off, provide building accesses to city staff for removal of water meters prior to demolition.

Sustainability

Rachel Lindholm, Sustainability Specialist, Ph. 612-861-9188

- We strongly encourage expanding the pollinator garden for the entire extent of the lawn portion of the east side/future project area. This will increase natural and environmental benefits, aesthetics, and reduce maintenance of the parcel.
- While allowed by code, for diversity’s sake, please no maples.

Fire Department

Jenell Wood, Fire Chief, Ph. 612-861-0661

- Hydrant must be within 100 feet of the fire department connection (FDC) and looking to have access from Newton (preferred) or Morgan, versus 76th Street.
- Also, the preferred fire alarm panel or annunciator panel location is off Newton near the FDC location.
- Water services to the site should have a dedicated fire and a dedicated domestic supply from the city water main.
- See also the general fire protection requirements attached.

I will likely email you the documents related to the meetings in advance of the meetings. However, the staff report and relevant attachments will also be available online by noon on the Friday prior to the meetings. For the Planning Commission, at: <https://www.richfieldmn.gov/pc> and for the City Council, at: www.richfieldmn.gov/city_government/city_council/agendas_and_minutes.php

If you have any questions, I can be reached at either (612) 861-9776 or scrosby@richfieldmn.gov.

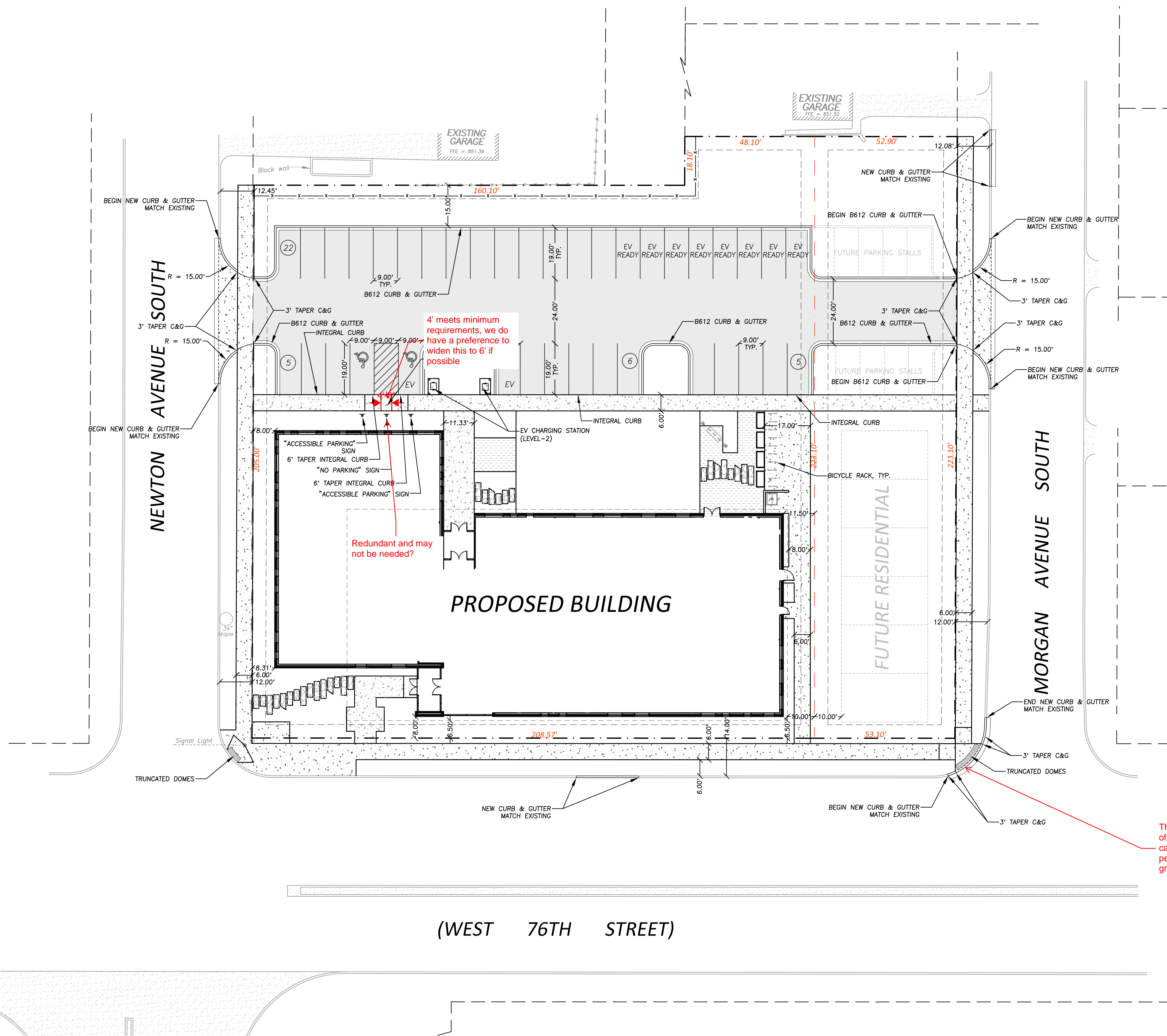
MICC ARC Letter
11-21-25
Page 4

Sincerely,
Sam Crosby, City Planner

Encl: Engineering plan mark-ups & General Fire Protection Comments

CODE COMPLIANCE:

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3. VERIFY CODES IN EFFECT AT THE TIME OF THE NOTICE TO PROCEED AND STAY CURRENT WITH CODE CHANGES WHICH AFFECT THE WORK UNTIL SUBSTANTIAL COMPLETION.



Minimum of 14' ROW dedication waived off Morgan Ave and Newton Ave parcel lines per City Engineer; 12' on these streets is acceptable.

SITE SUMMARY

SITE AREA = 1.27 ACRES
DISTURBED AREA = 1.57 ACRES
EXISTING IMPERVIOUS AREA = 0.32 ACRES
POST CONSTRUCTION IMPERVIOUS AREA = 0.74 ACRES
FUTURE IMPERVIOUS AREA = 0.13 ACRES

MICC SITE
SITE AREA = 43,554 SQ.FT.
POST CONSTRUCTION IMPERVIOUS AREA = 30,460 SQ.FT. (69.9%)
POST CONSTRUCTION BLDG COVERAGE = 15,108 SQ.FT. (34.7%)
POST CONSTRUCTION BLDG COVERAGE INCLUDING OVERHANG = 16,113 SQ.FT. (37.0%)

FUTURE RESIDENTIAL SITE
SITE AREA = 11,712 SQ.FT.
POST CONSTRUCTION IMPERVIOUS AREA = 1,732 SQ.FT. (14.8%)
FUTURE IMPERVIOUS AREA = 5,850 SQ.FT. (49.9%)
FUTURE BUILDING AREA = 3,456 SQ.FT. (29.5%)

PARKING STALLS & BICYCLE PARKING SUMMARY

MICC STAFF = 40
MICC STUDENTS = 200

STAFF PARKING STALLS REQUIRED = 1 PER STAFF = 40 STALLS
STUDENT PARKING STALLS REQUIRED = 1 PER 8 STUDENTS = 25 STALLS
STALLS REQUIRED (NO REDUCTIONS) = 65 STALLS
HIGH FREQUENCY TRANSIT ROUTE REDUCTION (10% REDUCTION) = 65 x 0.9 = 59 STALLS REQUIRED
TRANSIT PLAZA REDUCTION (10% REDUCTION) = 59 x 0.9 = 53 STALLS REQUIRED

TOTAL PARKING STALLS REQUIRED = 53 STALLS
PARKING STALLS PROVIDED = 38 STALLS (36 STANDARD + 2 ACCESSIBLE)
FUTURE PARKING STALLS PROVIDED = 10 STALLS

BICYCLE PARKING REQUIRED = 1 PER 10 STUDENTS
BICYCLE PARKING PROVIDED = 20 (10 HOOPS W/2 BICYCLES PER HOOP)

EV CHARGING STATIONS REQUIRED = 5% OF PARKING STALLS PROVIDED
EV CHARGING STATIONS PROVIDED = 5% X 38 = 2 CHARGING STATIONS
EV CHARGING STATIONS PROVIDED = 2 (LEVEL-2)

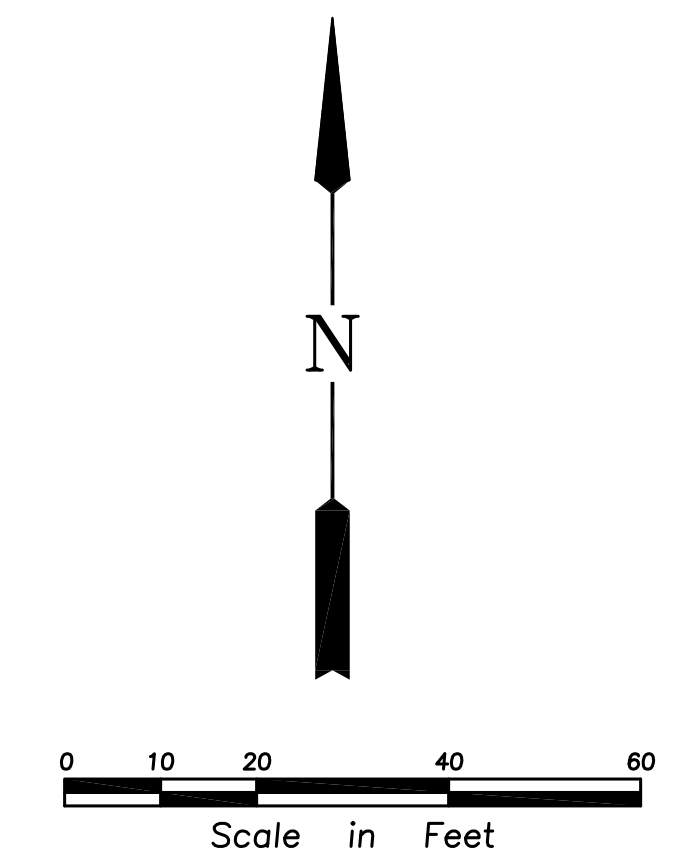
EV READY SPACES REQUIRED = 20% OF PARKING STALLS PROVIDED
EV READY SPACES REQUIRED = 20% X 38 = 8 EV READY SPACES
EV READY SPACES PROVIDED = 8 (7 LEVEL-2 + 1 LEVEL-3)

There is no crossing of 76th here, so this can likely be a perpendicular ramp (if grades work).

(WEST 76TH STREET)

LEGEND

- BOUNDARY/ROW/BLOCK LINE
- - - PROPOSED LOT LINE
- - - EASEMENT
- [Pattern] PROPOSED CONCRETE
- [Pattern] PROPOSED BITUMINOUS
- [Pattern] PROPOSED PERMEABLE PAVEMENT



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MN. TOLL FREE 1-800-252-1166

Project No.	3233.001.02
Drawn By	BQ
Checked By	NPA
Date	10/13/2025

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ISSUES / REVISIONS

NO.	DATE	DESCRIPTION

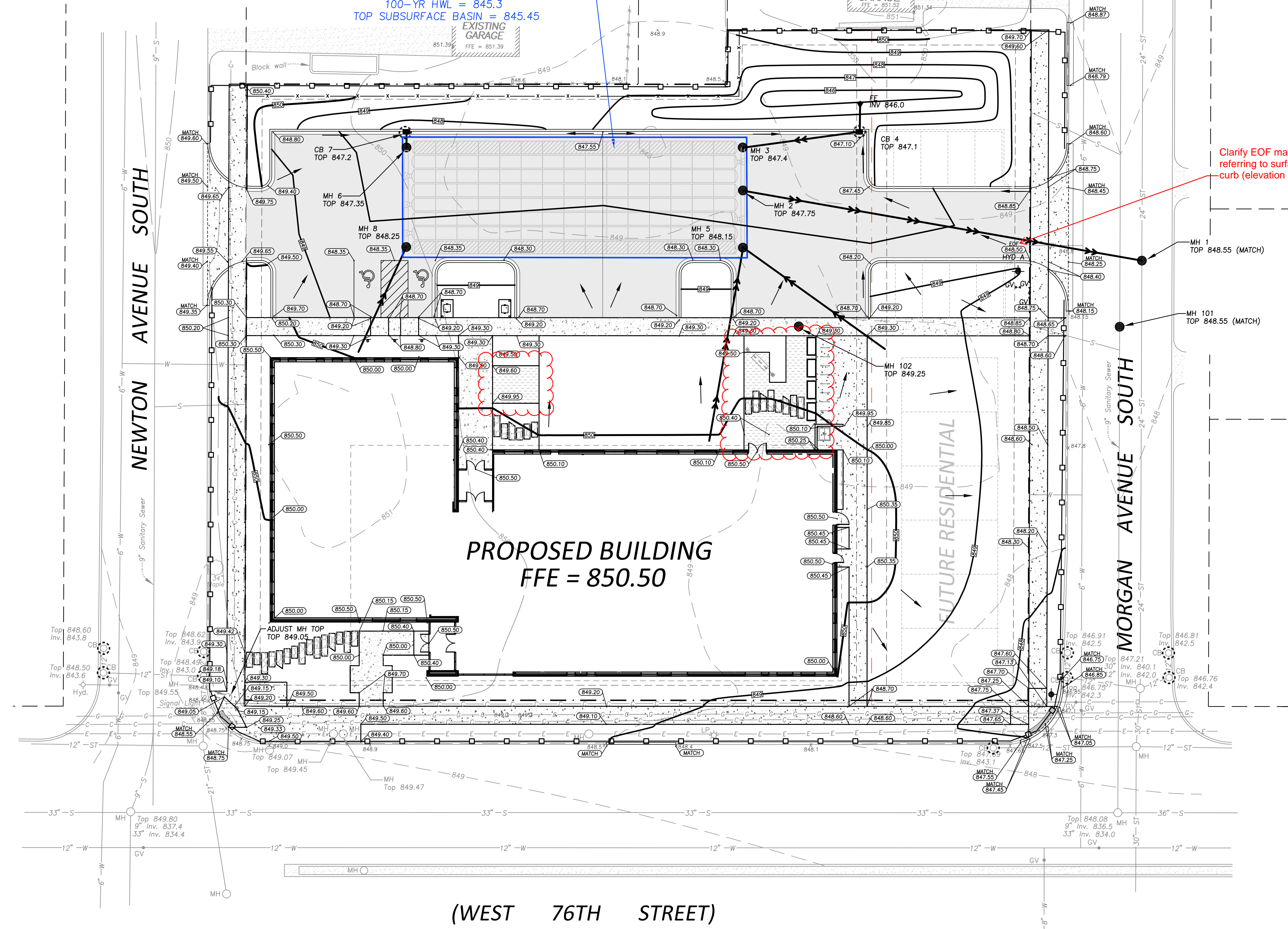
SITE DIMENSION PLAN

Based on stormwater management report, the proposed infiltration system meets City requirements for rate control and water quality treatment.

SUBSURFACE INFILTRATION BASIN
 PRINSCO HYDRATOR HS75
 110' x 40'
 INFILTRATION VOLUME = 3,898 CU.FT.
 TOTAL STORAGE VOLUME = 9,350 CU.FT.
 100-YR HWL = 845.3
 TOP SUBSURFACE BASIN = 845.45

CODE COMPLIANCE:

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Clarify EOF marking - is this referring to surface flow along the curb (elevation marking 848.5)?

GRADING NOTES

- 1 - All elevations shown are to final surfaces.
- 2 - Contractor is responsible for obtaining a National Pollutant Discharge Elimination System (NPDES) General Storm Water Permit for Construction Activity before construction begins.

EROSION CONTROL NOTES

- 1 - Contractor is responsible for all notifications and inspections required by General Storm Water Permit.
- 2 - All erosion control measures shown shall be installed prior to grading operations and maintained until all areas disturbed have been restored.
- 3 - Sweep paved public streets as necessary where construction sediment has been deposited.
- 4 - Each area disturbed by construction shall be restored per the specifications within 14 days after the construction activity in that portion of the site has temporarily or permanently ceased.
- 5 - Temporary soil stockpiles must have silt fence around them and cannot be placed in surface waters, including storm water conveyances such as curb and gutter systems, or conduits and ditches.
- 6 - Excess concrete/water from concrete trucks shall be disposed of in portable washout concrete basin or disposed of in a contained area.

INSPECTION AND MAINTENANCE

- The site must be inspected once every seven (7) days during active construction and within 24 hours after a rainfall event greater than 0.5 inches in 24 hours.
- All inspections and maintenance conducted must be recorded in writing and records retained with the SWPPP.
- Areas of the site that have undergone final stabilization, may have the inspection of these areas reduced to once per month.
- All silt fence must be repaired, replaced, or supplemented within 24 hours when they become nonfunctional or the sediment reaches 1/3 of the height of the fence.
- Construction site vehicle exit locations must have sediment removed from off-site paved surfaces within 24 hours of discovery.

POLLUTION PREVENTION MANAGEMENT

- All solid waste must be disposed of off-site per the MPCA disposal requirements.
- All hazardous waste must be properly stored with restricted access to storage areas to prevent vandalism. Storage and disposal of hazardous waste must be in compliance with MPCA Regulations.

Site is within Nine Mile Creek Watershed District (NMCWD). Must obtain necessary approvals from NMCWD and provide copy of approvals.

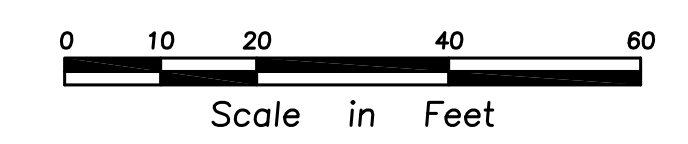
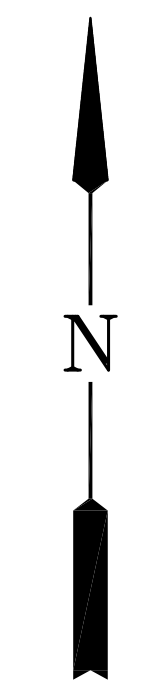
Disturbed area exceeds 1 acre - must obtain coverage under MPCA State Construction Stormwater Permit and provide copy of approval.

Please show location of proposed rock construction entrance on grading, drainage, & erosion control plan.

Provide detail for proposed permeable pavement/surface in garden area North of building. Provide temporary and permanent soil stabilization methods (mats, fiber blankets, hydromulch, etc.) and location.

LEGEND

- PROPOSED MANHOLE
- PROPOSED CATCH BASIN
- ⊕ PROPOSED HYDRANT
- ⋯ PROPOSED GATE VALVE
- PROPOSED STORM SEWER
- ▭ PROPOSED CONCRETE
- ▭ PROPOSED BITUMINOUS
- ▭ PROPOSED PERMEABLE PAVEMENT
- PROPOSED CONTOUR
- PROPOSED ELEVATION
- SILT FENCE
- INLET PROTECTION DEVICE
- BOUNDARY/ROW/BLOCK LINE
- PROPOSED LOT LINE
- EASEMENT
- DRAINAGE ARROW
- W — EXISTING WATERMAIN
- S — EXISTING SANITARY SEWER
- ST — EXISTING STORM SEWER
- G — EXISTING BURIED GAS LINE
- E — EXISTING BURIED ELECTRIC LINE
- C — EXISTING BURIED COMMUNICATION LINE
- 980 — EXISTING CONTOUR
- x 995.50 EXISTING ELEVATION



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RSP Architects
 1220 Marshall St NE
 Minneapolis, MN
 55413-1036
 612.677.7100
 rsparch.com

CONSULTANTS



CERTIFICATION

NOT FOR CONSTRUCTION
 10-13-2025

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

Name
 License No.
 Expiration Date
 Date Signed

PROJECT FOR

MICC
 STUDENT CENTER

Project No. 3233.001.02
 Drawn By BQ
 Checked By NPA

Date 10/13/2025

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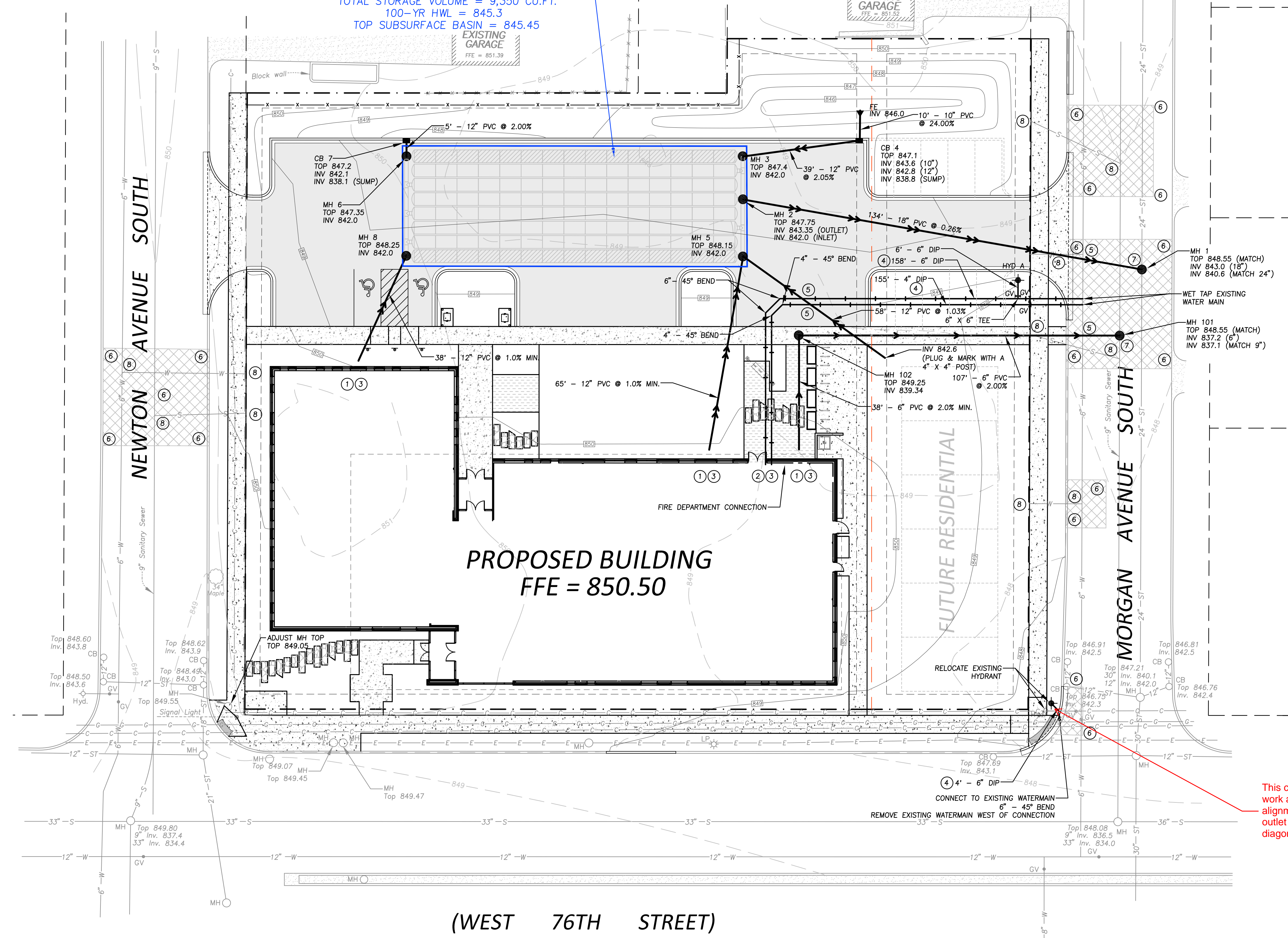
GRADING,
 DRAINAGE &
 EROSION
 CONTROL PLAN

C300

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SUBSURFACE INFILTRATION BASIN
PRINSCO HYDRATOR HS75
110' x 40'
INFILTRATION VOLUME = 3,898 CU.FT.
TOTAL STORAGE VOLUME = 9,350 CU.FT.
100-YR HWL = 845.3
TOP SUBSURFACE BASIN = 845.45



- UTILITY NOTES**
- 1 - All sewer services to extend to a point 5' from proposed building.
 - 2 - Bring water main into proposed building and cap at the floor.
 - 3 - Verify all service locations and inverts with mechanical engineer before construction.
 - 4 - All watermain to have a minimum of 7.5' of cover.
 - 5 - Maintain a minimum of 18" of vertical separation between watermain & sewer.
 - 6 - Remove & replace existing bituminous pavement and curb & gutter, match existing sections.
 - 7 - Construct proposed manhole over existing sewer.
 - 8 - Remove existing sanitary sewer and water service up to the main per City requirements.

CATCH BASIN/MANHOLE SCHEDULE

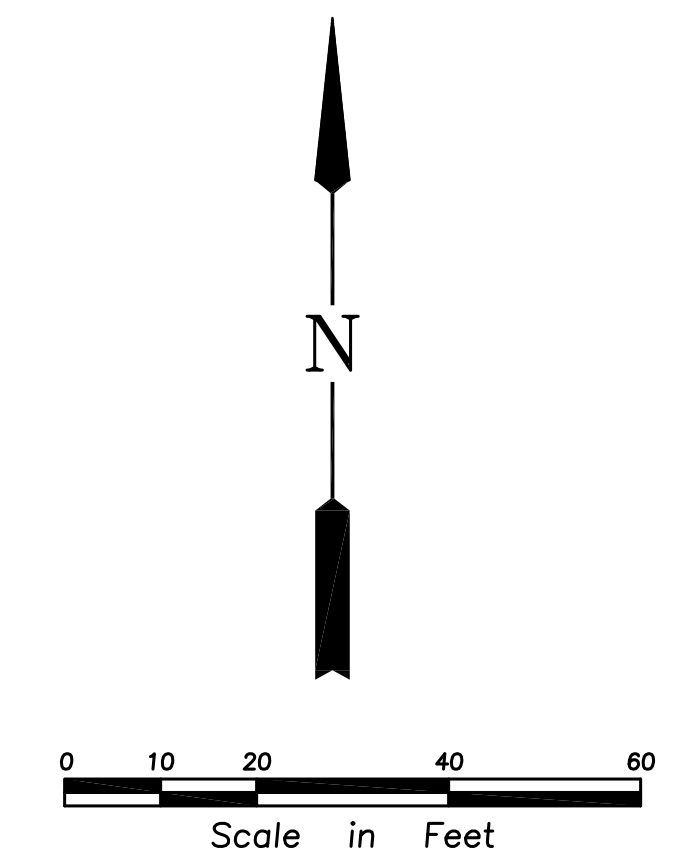
STRUCTURE NO.	BARREL SIZE	NEENAH CASTING NO.
MH 1	48"	R-1642B
MH 2	48"	R-1642B
MH 3	48"	R-1642B
CB 4	48"	R-3067V
MH 5	48"	R-1642B
MH 6	48"	R-1642B
CB 7	48"	R-3067V
MH 8	48"	R-1642B

HYDRANT SCHEDULE

HYDRANT NO.	BREAKOFF FLANGE
HYD A	849.2
RELOCATED HYD	847.7

This connection won't work as shown, alignment of pumper outlet would be diagonal.

- LEGEND**
- PROPOSED MANHOLE
 - PROPOSED CATCH BASIN
 - ◆ PROPOSED HYDRANT
 - ◆ PROPOSED GATE VALVE
 - PROPOSED STORM SEWER
 - PROPOSED SANITARY SEWER
 - PROPOSED WATERMAIN
 - ▭ PROPOSED CONCRETE
 - ▭ PROPOSED BITUMINOUS
 - ▭ PROPOSED PERMEABLE PAVEMENT
 - BOUNDARY/ROW/BLOCK LINE
 - PROPOSED LOT LINE
 - EASEMENT
 - EXISTING WATERMAIN
 - EXISTING SANITARY SEWER
 - EXISTING STORM SEWER
 - EXISTING BURIED GAS LINE
 - EXISTING BURIED ELECTRIC LINE
 - EXISTING BURIED COMMUNICATION LINE



GOPHER STATE ONE CALL
CALL 48 HOURS BEFORE YOU DIG
TWIN CITY AREA 651-454-0002
MN. TOLL FREE 1-800-252-1166

SWPPP NOTES

- THE NATURE OF THIS PROJECT WILL CONSIST OF CONSTRUCTING A NEW 15,000 SQUARE FOOT BUILDING, SUBSURFACE INFILTRATION BASIN, NEW BITUMINOUS PARKING LOT, PREPARING THE SITE FOR A FUTURE RESIDENTIAL BUILDING, AND OTHER ASSOCIATED SITE IMPROVEMENTS.
- INTENDED SEQUENCING OF MAJOR CONSTRUCTION ACTIVITIES ARE AS FOLLOWS:
 - INSTALL VEHICLE TRACKING BMP.
 - INSTALL SILT FENCE & INLET PROTECTION AROUND SITE.
 - CLEAR AND GRUB SITE.
 - STRIP AND STOCKPILE TOPSOIL.
 - REMOVE PAVEMENTS AND UTILITIES.
 - ROUGH GRADE SITE.
 - IMPORT CLEAN FILL OR EXPORT CUT FOR SITE BALANCE.
 - INSTALL UTILITIES.
 - INSTALL BUILDING FOUNDATIONS (AS REQUIRED).
 - INSTALL CURB AND GUTTER (AS REQUIRED).
 - INSTALL PAVEMENTS AND WALKS (AS REQUIRED).
 - SEED AND MULCH.
 - INSTALL BIO-ROLLS OR SILT FENCE AT BACK OF CURB OR PAVEMENT, AS NECESSARY THROUGH BUILDING CONSTRUCTION PROCESS.
 - WHEN ALL CONSTRUCTION ACTIVITY IS COMPLETE AND THE SITE IS STABILIZED, REMOVE SILT FENCE AND RESEED ANY AREAS DISTURBED BY THE REMOVAL.
 - ENSURE FINAL STABILIZATION MEASURE ARE COMPLETE.
 - PROVIDE DIGITAL COPY OF ALL FIELD SWPPP DOCUMENTATION INCLUDING INSPECTION REPORTS AND SWPPP REVISIONS TO THE OWNER.
 - SUBMIT NOTICE OF TERMINATION TO MPCA. NOTE: THE NOTICE OF TERMINATION MUST BE SUBMITTED TO MPCA BEFORE FINAL STABILIZATION IS CONSIDERED COMPLETE.
- SITE DATA:

3.1. SITE ADDRESS:	NORTHEAST CORNER OF MORGAN AVENUE & 76TH STREET, 1.27 ACRES
3.2. SITE AREA:	1.27 ACRES
3.3. AREA OF DISTURBANCE:	1.57 ACRES
3.4. PRE-CONSTRUCTION IMPERVIOUS AREA:	0.32 ACRES
3.5. POST-CONSTRUCTION IMPERVIOUS AREA:	0.87 ACRES
3.6. PLANNED CONSTRUCTION START DATE:	TBD
3.7. ESTIMATED CONSTRUCTION COMPLETION DATE:	TBD
- GENERAL SOIL TYPE: POORLY GRADED SANDS (SP), SILTY SANDS (SM), AND POORLY GRADED SANDS WITH SILT (SP-SM) PER SOIL BORINGS
- THE LOCATION OF AREAS NOT TO BE DISTURBED MUST BE IDENTIFIED WITH FLAGS, STAKES, SIGNS, SILT FENCE, ETC. BEFORE CONSTRUCTION BEGINS.
- NO DRAINAGE AREA TO BE MORE THAN FIVE (5) ACRES OF RUNOFF CAUSING THE NEED FOR A TEMPORARY SEDIMENT BASIN.
- THE LOCATION OF INFILTRATION SYSTEMS SHALL BE CLEARLY MARKED ON SITE AND COMPACTION OF UNDERLYING SOILS SHALL BE AVOIDED. HEAVY EQUIPMENT, CONSTRUCTION TRAFFIC, CONSTRUCTION STAGING, AND ANY OTHER ACTIVITY RESULTING IN COMPACTION SHALL BE KEPT OUT OF THE INFILTRATION PRACTICE. HEAVY EQUIPMENT SHALL NOT BE USED TO EXCAVATE INFILTRATION SYSTEMS UNLESS WORK IS COMPLETED FROM OUTSIDE OF THE INFILTRATION PRACTICE.
- ALL DISTURBED GROUND LEFT INACTIVE FOR SEVEN (7) OR MORE DAYS SHALL BE STABILIZED BY SEEDING OR SODDING (ONLY AVAILABLE PRIOR TO SEPTEMBER 15) OR BY MULCHING OR COVERING OR OTHER EQUIVALENT CONTROL MEASURE.
- ON SLOPES 3:1 OR GREATER, MAIN TAIN SHEET FLOW AND MINIMIZE RILLS AND/OR GULLIES. SLOPE LENGTHS SHALL BE NO GREATER THAN 75 FEET.
- ALL STORM DRAINS AND INLETS MUST BE PROTECTED UNTIL ALL SOURCES OF POTENTIAL DISCHARGE ARE STABILIZED.
- TEMPORARY SOIL STOCKPILES MUST HAVE EFFECTIVE SEDIMENT CONTROL AND CAN NOT BE PLACED IN SURFACE WATERS OR STORM WATER CONVEYANCE SYSTEMS. TEMPORARY STOCKPILES WITHOUT SIGNIFICANT AMOUNT OF SILT, CLAY, OR ORGANIC COMPOUNDS ARE EXEMPT EX: CLEAN AGGREGATE STOCKPILES, DEMOLITION CONCRETE STOCKPILES, SAND STOCKPILES.
- SEDIMENT LADEN WATER MUST BE DISCHARGED TO A SEDIMENTATION BASIN WHENEVER POSSIBLE. IF NOT POSSIBLE, IT MUST BE TREATED WITH THE APPROPRIATE BMP'S.
- SOLID WASTES MUST BE STORED, COLLECTED AND DISPOSED OF PROPERLY PER MPCA STANDARDS.
- EXTERNAL WASHING OF CONSTRUCTION VEHICLES MUST BE LIMITED TO A DEFINED AREA OF THE SITE. RUNOFF MUST BE PROPERLY CONTAINED.
- NO ENGINE DEGREASING IS ALLOWED ON SITE.
- IN THE EVENT OF ENCOUNTERING A WELL OR SPRING DURING CONSTRUCTION, CONTRACTOR TO CEASE CONSTRUCTION ACTIVITY AND NOTIFY ENGINEER.
- THE OWNER WHO SIGNS THE NPDES PERMIT APPLICATION IS A PERMITEE AND IS RESPONSIBLE FOR COMPLIANCE WITH ALL TERMS AND CONDITIONS OF THE PERMIT. THE OPERATOR (CONTRACTOR) WHO SIGNS THE NPDES PERMIT APPLICATION IS A PERMITEE FOR PARTS 2.8-2.F, PART 5, PART 6, AND APPLICABLE CONSTRUCTION ACTIVITY REQUIREMENTS FOUND IN APPENDIX A, PART C OF THE NPDES PERMIT AND IS JOINTLY RESPONSIBLE WITH THE OWNER FOR COMPLIANCE WITH THOSE PORTIONS OF THE PERMIT.
- DOCUMENT RETENTION: PERMITEE(S) MUST MAKE THE SWPPP, INCLUDING ALL INSPECTION REPORTS, MAINTENANCE RECORDS, TRAINING RECORDS AND OTHER INFORMATION REQUIRED BY THIS PERMIT, AVAILABLE TO FEDERAL, STATE, AND LOCAL OFFICIALS WITHIN THREE (3) DAYS UPON REQUEST FOR THE DURATION OF THE PERMIT AND FOR THREE (3) YEARS FOLLOWING THE NOTICE OF TERMINATION.
- SWPPP AMENDMENTS AND SUBMITTALS:
 - CONTRACTOR MUST PREPARE AND SUBMIT TO THE ENGINEER A SWPPP AMENDMENT AS NECESSARY TO INCLUDE ADDITIONAL BEST MANAGEMENT PRACTICES (BMP'S) TO CORRECT PROBLEMS IDENTIFIED OR ADDRESS THE FOLLOWING SITUATIONS:
 - UPDATE CONTRACT INFORMATION AND TRAINING DOCUMENTATION FOR CONSTRUCTION SWPPP MANAGER AND BMP INSTALLER.
 - THERE IS A CHANGE IN CONSTRUCTION METHOD OF PHASING, OPERATION, MAINTENANCE, WEATHER OR SEASONAL CONDITIONS NOT ANTICIPATED DURING THE DESIGN OF THE SWPPP INCLUDING BUT NOT LIMITED TO:
 - TYPES AND/OR LOCATION OF BMP'S
 - MATERIAL STORAGE AND SPILL RESPONSE
 - FUELING PLANS
 - LOCATION FOR STOCKPILES, CONCRETE WASHOUT, AND SANITATION FACILITIES
 - PROJECT PHASING
 - IT IS DETERMINED THAT THE SWPPP IS NOT ACHIEVING OBJECTIVES OF MINIMIZING POLLUTANTS IN STORM WATER DISCHARGES ASSOCIATED WITH CONSTRUCTION ACTIVITIES.
 - THE SWPPP IS NOT CONSISTENT WITH THE TERMS AND CONDITIONS OF THE PERMIT.
 - THERE IS A CHANGE IN DESIGN, OPERATION, MAINTENANCE, WEATHER OR SEASONAL CONDITIONS THAT HAS A SIGNIFICANT EFFECT ON DISCHARGE.
 - CONTRACTOR MUST IMPLEMENT SWPPP AMENDMENTS IMMEDIATELY AND IS NOT REQUIRED TO WITH FOR ENGINEER REVIEW OF THE SUBMITTAL. THE RESPONSIBILITY FOR COMPLETENESS OF SWPPP AMENDMENTS WITH THE PERMIT LIES WITH THE CONTRACTOR. REVIEW, COMMENT, OR LACK OF COMMENT BY THE ENGINEER ON A SWPPP AMENDMENT SHALL NOT ABSOLVE THE RESPONSIBILITIES OF THE CONTRACTOR IN ANY WAY.
 - IF A CHANGE ORDER IS ISSUED FOR A DESIGN CHANGE THE SWPPP AMENDMENT WILL BE PREPARED BY THE ENGINEER AND INCLUDED IN THE CHANGE ORDER.
 - IN ADDITION TO SWPPP AMENDMENTS, THE CONTRACT SHALL SUBMIT TO THE ENGINEER WEEKLY EROSION AND SEDIMENT CONTROL SCHEDULE MEETING THE REQUIREMENTS OF MNDOT 1717.
 - THE CONTRACTOR SHALL KEEP COPIES OF ALL SWPPP AMENDMENTS, WEEKLY EROSION AND SEDIMENT CONTROL SCHEDULES, INSPECTION LOGS, AND MAINTENANCE LOGS WITH THE FILED COPY OF THE SWPPP. A PDF COP OF THESE DOCUMENTS WILL BE PROVIDED ALONG WITH A COPY OF THE FINAL FIELD COPY OF THE SWPPP TO THE ENGINEER ALONG WITH THE SIGNED NOTICE OF TERMINATION WHEN FINAL STABILIZATION IS COMPLETE.
- INSPECTION & MAINTENANCE
 - A TRAINED PERSON SHALL ROUTINELY INSPECT THE ENTIRE SITE AT THE TIME INTERVAL INDICATED ON THIS SHEET OF THE SWPPP DURING ACTIVE CONSTRUCTION AND WITHIN 24-HOURS AFTER A RAINFALL EVENT GREATER THAN 0.5 INCHES IN 24 HOURS.
 - ALL INSPECTIONS AND MAINTENANCE CONDUCTED DURING CONSTRUCTION MUST BE RECORDED ON THE DAY IT IS COMPLETED AND RETAINED WITH THE SWPPP. INSPECTION REPORT FORMS WILL BE PROVIDED BY THE CONTRACTOR BUT A TEMPLATE CAN BE PROVIDED BY THE ENGINEER UPON REQUEST.
 - THE CONTRACTOR MAY REQUEST A CHANGE IN INSPECTION SCHEDULE FOR THE FOLLOWING CONDITIONS:
 - INSPECTION OF AREAS WITH PERMANENT COVER TO BE REDUCED TO ONCE PER MONTH.
 - INSPECTION OF AREAS THAT HAVE PERMANENT COVER AND HAVE NO CONSTRUCTION ACTIVITY FOR 12 MONTHS TO BE SUSPENDED UNTIL CONSTRUCTION RESUMES.
 - INSPECTION OF AREAS WHERE CONSTRUCTION IS SUSPENDED DUE TO FROZEN GROUND CONDITIONS, INSPECTION TO BE SUSPENDED UNTIL THE EARLIER OF WITHIN 24 HOURS OF RUNOFF OCCURRING, OR UPON RESUMING CONSTRUCTION.
 - NO CHANGE IN INSPECTION SCHEDULE SHALL OCCUR UNTIL AUTHORIZED BY THE ENGINEER
 - INSPECTIONS MUST INCLUDE:
 - ALL EROSION PREVENTION AND SEDIMENT CONTROL BMP'S AND POLLUTION MANAGEMENT MEASURES TO ENSURE INTEGRITY AND EFFECTIVENESS.
 - SURFACE WATERS, INCLUDING DRAINAGE DITCHES AND CONVEYANCE SYSTEMS FOR EVIDENCE OF EROSION AND SEDIMENT DEPOSITION.
 - CONSTRUCTION SITE VEHICLE EXIT LOCATIONS, STREETS AND CURB AND GUTTER SYSTEMS WITHIN AND ADJACENT TO THE PROJECT FOR SEDIMENTATION FROM EROSION OR TRACKED SEDIMENT FROM VEHICLES.
 - INFILTRATION AREAS TO ENSURE THAT NO SEDIMENT FROM ONGOING CONSTRUCTION ACTIVITY IS REACHING THE INFILTRATION AREA AND THAT EQUIPMENT IS NOT BEING DRIVEN ACROSS THE INFILTRATION AREA.
 - PERMITEES MUST OBTAIN RAINFALL AMOUNTS BY EITHER A PROPERLY MAINTAINED RAIN GAUGE INSTALLED ONSITE, A WEATHER STATION THAT IS WITHIN ONE (1) MILE OF THE SITE LOCATION, OR A WEATHER REPORTING SYSTEM THAT PROVIDES SITE SPECIFIC RAINFALL DATA FROM RADAR SUMMARIES.
 - ALL NON-FUNCTIONING BMP'S AND THOSE BMP'S WHERE SEDIMENT REACHES ONE-HALF (1/2) OF THE DEPTH OF THE BMP, OR IN THE CASE OF SEDIMENT BASINS ONE-HALF (1/2) OF THE STORAGE VOLUME, MUST BE REPAIRED, REPLACED, OR SUPPLEMENTED BY THE END OF THE NEXT BUSINESS DAY AFTER DISCOVERY, OR AS SOON AS FIELD CONDITIONS ALLOW.
 - PERMITEES MUST REPAIR, REPLACE OR SUPPLEMENT ALL NONFUNCTIONAL BMP'S WITH FUNCTIONAL BMP'S BY THE END OF THE NEXT BUSINESS DAY AFTER DISCOVERY, OR AS SOON AS FIELD CONDITIONS ALLOW.
 - ANY SEDIMENT THAT ESCAPES THE SITE MUST BE REMOVED AND THE AREA STABILIZED WITHIN 7 CALENDAR DAYS OF DISCOVERY UNLESS PRECLUDED BY LEGAL, REGULATORY, OR PHYSICAL ACCESS IN WHICH CASE THE WORK SHALL BE COMPLETED WITHIN 7 CALENDAR DAYS OF AUTHORIZATION. PAVED SURFACES SUCH AS STREETS SHALL HAVE ANY ESCAPED OR TRACKED SEDIMENT REMOVED BY THE END OF THE DAY THAT IT IS DISCOVERED. SEDIMENT RELEASE, OTHER THAN PAVED SURFACES THAT CAN BE CLEANED UP WITH STREET SWEEPING SHALL BE REPORTED IMMEDIATELY UPON DISCOVERY TO THE ENGINEER.
 - SILT FENCE TO BE REPAIRED, REPLACED, SUPPLEMENTED WHEN NONFUNCTIONAL, OR 1/3 FULL, WITHIN 24 HOURS.

- CONCRETE WASHOUT AREA:
 - CONTRACTOR TO PROVIDE PORTABLE OR PREFABRICATED CONCRETE WASH-OUT CONTAINER WITH RAIN PROTECTION.
 - CONCRETE WASH-OUT TO BE IDENTIFIED WITH SIGNAGE STATING "CONCRETE WASHOUT AREA DO NOT OVERFILL".
 - CONCRETE WASH-OUT WATER NEEDS TO BE PUMPED WITHIN 24 HOURS OF STANDING WATER IN WASH-OUT AREA.
- POLLUTION PREVENTION AND OTHER BMP'S:
 - PESTICIDES, HERBICIDES, FERTILIZERS, TREATMENT CHEMICALS, ETC. MUST BE UNDER COVER.
 - HAZARDOUS MATERIALS (OIL, GAS, PAINT, ETC.) MUST BE PROPERLY STORED IN SEALED CONTAINERS AND MEET STATE SECONDARY CONTAINMENT REQUIREMENTS.
 - PORTABLE TOILETS MUST BE SECURED.
 - ADEQUATE SPILL RESPONSE KIT AND DISPOSAL PLAN ON-SITE. SPILLS MUST BE CLEANED UP IMMEDIATELY.
 - ALL MPCA LIQUID AND SOLID WASTE (CONCRETE, STUCCO, PAINT, CURES, ETC) WASHOUT REQUIREMENTS MUST BE MET ON SITE.
- EROSION PREVENTION PRACTICES:
 - STORM WATER CONVEYANCE CHANNELS SHALL BE ROUTED AROUND UNSTABILIZED AREAS. EROSION CONTROLS AND VELOCITY DISSIPATION DEVICES SHALL BE USED AT OUTLETS WITHIN AND ALONG THE LENGTH OF ANY CONSTRUCTED CONVEYANCE CHANNEL.
 - THE NORMAL WETTED PERIMETER OF ALL DITCHES OR SWALES, INCLUDING STORM WATER MANAGEMENT POND SLOPES, THAT DRAIN WATERS FROM THE SITE MUST BE STABILIZED WITHIN 200' OF ANY PROPERTY EDGE OR DISCHARGE POINT, INCLUDING STORM SEWER INLETS, WITHIN 24 HOURS OF CONNECTION.
 - TEMPORARY OR PERMANENT DITCHES OR SWALES USED AS SEDIMENT CONTAINMENT DURING CONSTRUCTION DO NOT NEED TO BE STABILIZED DURING TEMPORARY PERIOD OF USE AND SHALL BE STABILIZED WITHIN 24 HOURS AFTER NO LONGER USED AS SEDIMENT CONTAINMENT.
 - MULCH, HYDROMULCH, TACKLING, OR OTHER SIMILAR PRACTICES SHALL NOT BE USED IN ANY PORTION OF THE WETTED PERIMETER OF A TEMPORARY OR PERMANENT DRAINAGE DITCH OR SWALE SECTION WITH A CONTINUOUS SLOPE OF GREATER THAN 2 PERCENT.
 - ENERGY DISSIPATION SHALL BE INSTALLED AT ALL TEMPORARY OR PERMANENT PIPE OUTLETS WITHIN 24 HOURS OF CONNECTION TO A SURFACE WATER OR PERMANENT STORM WATER TREATMENT SYSTEM.
 - THE CONTRACTOR SHALL PHASE CONSTRUCTION AND USE CONSTRUCTION METHODS TO THE EXTENT PRACTICAL TO MINIMIZE EXPOSED SOILS. THE PROJECT PHASING SHALL BE DOCUMENTED IN THE WEEKLY EROSION AND SEDIMENT CONTROL SCHEDULE.
- SEDIMENT CONTROL PRACTICES:
 - DOWN GRADIENT BMP'S, INCLUDING PERIMETER BMP'S, MUST BE IN PLACE BEFORE UP GRADIENT LAND-DISTURBING ACTIVITIES BEGIN AND SHALL REMAIN IN PLACE UNTIL FINAL STABILIZATION.
 - ALL BMP'S THAT HAVE BEEN ADJUSTED OR REMOVED TO ACCOMMODATE SHORT-TERM ACTIVITIES SHALL BE REINSTALLED OR REPLACED THE EARLIER OF THE END OF THE WORK DAY OR BEFORE THE NEXT PRECIPITATION EVENT, EVEN IF THE ACTIVITY IS NOT COMPLETE.
 - INLET BMP'S MAY BE REMOVED FOR SPECIFIC SAFETY CONCERNS. THE BMP'S SHALL BE REPLACED AS SOON AS THE SAFETY CONCERN IS RESOLVED. THE REMOVAL SHALL BE DOCUMENTED IN THE SWPPP AS A SWPPP AMENDMENT.
 - TEMPORARY STOCKPILES MUST HAVE SEDIMENT CONTROL BMP'S. THE CONTRACTOR SHALL PREPARE AND SUBMIT TO THE ENGINEER A SWPPP AMENDMENT SHOWING THE LOCATION OF TEMPORARY STOCKPILES AND THE BMP'S FOR EACH STOCKPILE. THE SWPPP AMENDMENT MUST MEET THE MINIMUM REQUIREMENTS OF SECTION 9 OF THE PERMIT.
 - SOIL COMPACTION SHALL BE MINIMIZED AND TOPSOIL SHALL BE PRESERVED, UNLESS INFEASIBLE OR IF CONSTRUCTION ACTIVITIES DICTATE SOIL COMPACTION OR TOPSOIL STRIPPING.
 - THE USE OF POLYMERS, FLOCCULANTS, OR OTHER SEDIMENTATION TREATMENT CHEMICALS ARE NOT PROPOSED AS PART OF THIS SWPPP AS DESIGNED BY THE ENGINEER. IF METHODS OR PHASING OF CONSTRUCTION REQUIRE THE USE OF ANY OF THESE CHEMICALS, THE CONTRACTOR SHALL PREPARE AND SUBMIT TO THE ENGINEER A SWPPP AMENDMENT THAT MEETS THE MINIMUM REQUIREMENTS OF SECTION 09 OF THE PERMIT.
 - TEMPORARY SEDIMENTATION BASIN:
 - A TEMPORARY SEDIMENTATION BASIN HAS NOT BEEN INCLUDED IN THIS SWPPP AS DESIGNED BY THE ENGINEER. IF A BASIN IS LATER DETERMINED TO BE DESIRABLE OR NECESSARY, THE CONTRACTOR SHALL PREPARE AND SUBMIT TO THE ENGINEER A SWPPP AMENDMENT. TEMPORARY SEDIMENTATION BASINS SHALL MEET OR EXCEED THE MINIMUM REQUIREMENTS OF SECTION 14 OF THE PERMIT AND SHALL INCLUDE A BASIN DRAINING PLAN MEETING OR EXCEEDING THE MINIMUM REQUIREMENTS OF SECTION 10 OF THE PERMIT. WHERE THE SITE DISCHARGES TO SPECIAL AND/OR IMPAIRED WATERS, THE SWPPP AMENDMENT SHALL ALSO MEET OR EXCEED THE MINIMUM REQUIREMENTS OF SECTION 23 OF THE PERMIT.
- DEWATERING:
 - A DEWATERING PLAN HAS NOT BEEN INCLUDED IN THIS SWPPP AS DESIGNED BY THE ENGINEER. IF DEWATERING IS REQUIRED FOR THIS PROJECT, THE CONTRACTOR SHALL PREPARE AND SUBMIT TO THE ENGINEER A SWPPP AMENDMENT. ALL DEWATERING SHALL MEET OR EXCEED THE MINIMUM REQUIREMENTS OF SECTION 10 OF THE PERMIT.
- FINAL STABILIZATION:
 - FINAL STABILIZATION IS NOT COMPLETE UNTIL ALL THE FOLLOWING REQUIREMENTS HAVE BEEN MET:
 - SUBSTANTIAL COMPLETION HAS BEEN REACHED AND NO GROUND DISTURBING ACTIVITIES ARE ANTICIPATED.
 - PERMANENT COVER HAS BEEN INSTALLED WITH AN ESTABLISHED MINIMUM UNIFORM PERMANENT VEGETATION DENSITY OF 70 PERCENT OF ITS EXPECTED FINAL GROWTH. VEGETATION IS NOT REQUIRED IN AREAS WHERE NO VEGETATION IS PROPOSED BY THIS PROJECT SUCH AS IMPERVIOUS SURFACES OR THE BASE OF A SAND FILTER.
 - ACCUMULATED SEDIMENT HAS BEEN REMOVED FROM ALL PERMANENT STORM WATER TREATMENT SYSTEMS AS NECESSARY TO ENSURE THE SYSTEM IS OPERATING AS DESIGNED.
 - ALL SEDIMENT HAS BEEN REMOVED FROM CONVEYANCE SYSTEMS.
 - ALL TEMPORARY SYNTHETIC EROSION PREVENTION AND SEDIMENT CONTROL BMP'S HAVE BEEN REMOVED. BMP'S DESIGNATED ON THE SWPPP TO REMAIN TO DECOMPOSE ON-SITE MAY REMAIN.
 - FOR RESIDENTIAL CONSTRUCTION ONLY PERMIT COVERAGE TERMINATES ON INDIVIDUAL LOTS IF THE STRUCTURES ARE FINISHED AND TEMPORARY EROSION PREVENTION AND DOWNGRADIENT PERIMETER CONTROL IS COMPLETE. THE RESIDENCE SELLS TO THE HOMEOWNER, AND THE PERMITEE DISTRIBUTES THE MPCA'S "HOMEOWNER FACT SHEET" TO THE HOMEOWNER.
 - FOR AGRICULTURAL LAND ONLY (E.G., PIPELINES ACROSS CROPLAND), THE DISTURBED LAND MUST BE RETURNED TO ITS PRE-CONSTRUCTION AGRICULTURAL USE PRIOR TO SUBMITTING THE NOTICE OF TERMINATION.
- TERMINATION OF COVERAGE:
 - PERMITEE(S) WISHING TO TERMINATE COVERAGE MUST SUBMIT A NOTICE OF TERMINATION TO THE MPCA. ALL PERMITEE(S) MUST SUBMIT A NOTICE OF TERMINATION WITHIN 30 DAYS AFTER ONE OR MORE OF THE FOLLOWING CONDITIONS HAVE BEEN MET:
 - FINAL STABILIZATION, PER SECTION 9 OF THE PERMIT HAS BEEN ACHIEVED ON ALL PORTIONS OF THE SITE FOR WHICH THE PERMITEE IS RESPONSIBLE.
 - TRANSFER OF OWNERSHIP AS DESCRIBED IN THE PERMIT.

RESPONSIBLE PARTIES

THE CONTRACTOR AND OWNER WILL BE JOINT APPLICANTS UNDER THE MPCA'S GENERAL STORMWATER PERMIT FOR CONSTRUCTION ACTIVITY AS REQUIRED BY THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) PHASE II PROGRAM.

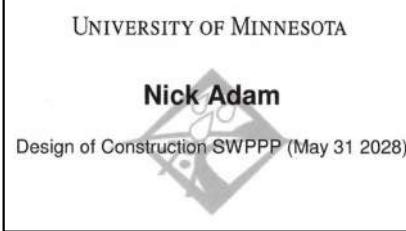
THE CONTRACTOR SHALL PROVIDE ONE OR MORE TRAINED CONSTRUCTION SWPPP MANAGER(S) KNOWLEDGEABLE AND EXPERIENCED IN THE APPLICATION OF EROSION PREVENTION AND SEDIMENT CONTROL BMP'S THAT WILL OVERSEE THE IMPLEMENTATION OF THE SWPPP, AND THE INSTALLATION, INSPECTION AND MAINTENANCE OF THE EROSION PREVENTION AND SEDIMENT CONTROL BMP'S.

A CONSTRUCTION SWPPP MANAGER MUST BE AVAILABLE FOR AN ON-SITE INSPECTION WITHIN 72 HOURS UPON REQUEST BY THE MPCA.

THE SWPPP DESIGNER, CONSTRUCTION SWPPP MANAGER, AND BMP INSTALLER MUST HAVE APPROPRIATE TRAINING, DOCUMENTATION SHOWING TRAINING COMENSURATE WITH THE JOB DUTIES AND RESPONSIBILITIES IS REQUIRED TO BE INCLUDED IN THE SWPPP PRIOR TO ANY WORK BEGINNING ON THE SITE. TRAINING DOCUMENTATION FOR THE SWPPP DESIGNER IS INCLUDED BELOW. THE CONTRACTOR SHALL ATTACH TRAINING DOCUMENTATION TO THIS SWPPP FOR THE CONSTRUCTION SWPPP MANAGER AND BMP INSTALLER PRIOR TO THE START OF CONSTRUCTION. THIS INFORMATION SHALL BE KEPT UP TO DATE UNTIL THE PROJECT NOTICE OF TERMINATION IS FILED.

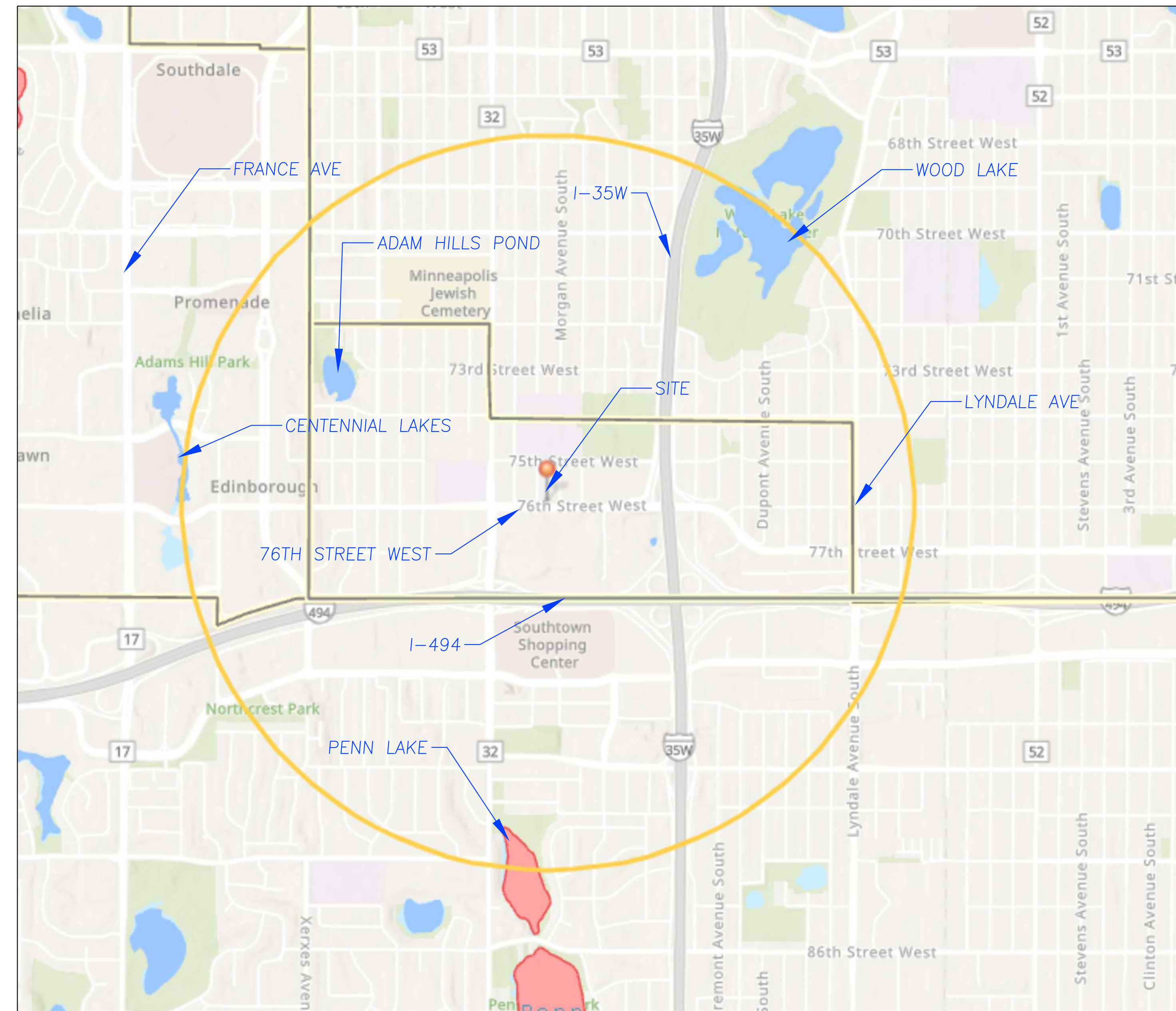
OWNER:
 BY: xxxxxxxxxxxxxxxx
 NAME: xxxxxxxxxxxxxxxx
 TITLE: xxxxxxxxxxxxxxxx
 PHONE: xxxxxxxxxxxxxxxx
 EMAIL: xxxxxxxxxxxxxxxx

SWPPP DESIGNER:
 BY: REHDER & ASSOCIATES, INC.
 NAME: NICHOLAS ADAM, P.E.
 TITLE: PROJECT ENGINEER
 PHONE: 651-337-6729
 EMAIL: NADAM@REHDER.COM



CONTRACTOR:
 BY: TBD
 NAME: TBD
 TITLE: TBD
 PHONE: TBD
 EMAIL: TBD

SURFACE WATERS WITHIN 1-MILE OF SITE



RECEIVING WATERS

NAME OF WATER BODY	TYPE OF WATER BODY	SPECIAL WATER	IMPAIRED WATER
PENN LAKE	LAKE	NO	NO
WOOD LAKE	LAKE	NO	YES

MPCA COVERAGE LETTER (PROVIDED AT A LATER DATE)

Wood Lake is not an impaired water, Penn Lake is. Additionally, all drainage from this site is directed to Penn Lake.

PERMANENT STORMWATER MANAGEMENT SYSTEM

X	INFILTRATION/FILTRATION
	WET SEDIMENTATION BASIN
	REGIONAL PONDING
X	PERMANENT STORMWATER MANAGEMENT NOT REQUIRED


ESTIMATED BMP QUANTITIES

DESCRIPTION	QUANTITY	UNIT
ROCK CONSTRUCTION ENTRANCE (1" - 2" WASHED ROCK)	50	TONS
SILT FENCE	975	L.F.
INLET PROTECTION (PRE-CASTING)	2	EACH
INLET PROTECTION (POST-CASTING)	11	EACH
X		

Provide est. quantities for soil stabilization BMPs (see note on C300)


SITE STABILIZATION COMPLETION:
 STABILIZATION OF EXPOSED SOILS SHALL BEGIN IMMEDIATELY AND SHALL BE COMPLETED AFTER THE CONSTRUCTION ACTIVITY HAS TEMPORARILY OR PERMANENTLY CEASED NO LATER THAN: 7 DAYS

SITE INSPECTION INTERVAL:
 A TRAINED PERSON SHALL ROUTINELY INSPECT THE ENTIRE CONSTRUCTION SITE DURING ACTIVE CONSTRUCTION AT AN INTERVAL OF NO MORE THAN: 7 DAYS



RSP Architects
 1220 Marshall St NE
 Minneapolis, MN
 55413-1036
 612.677.7100
 rsparch.com

CONSULTANTS



REHDER & ASSOCIATES, INC.
 Civil Engineers & Land Surveyors
 3440 Federal Drive, Suite 110
 Eagan, MN 55122
 Telephone: 651-452-9051
 www.rehder.com
 Project No. 221-0591.343

CERTIFICATION

NOT FOR CONSTRUCTION
 10-13-2025

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

Name: _____
 License No. _____
 Expiration Date _____
 Date Signed _____

PROJECT FOR
MICC
 STUDENT CENTER

Project No.	3233.001.02
Drawn By	BQ
Checked By	NPA
Date	10/13/2025
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ISSUES / REVISIONS	
NO. DATE	DESCRIPTION

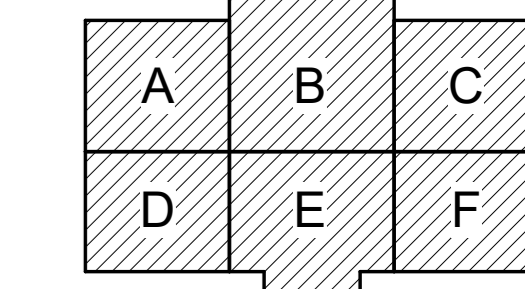
GENERAL NOTES

- CONTRACTOR SHALL ASSURE COMPLIANCE WITH APPLICABLE CODES AND REGULATIONS GOVERNING THE WORK AND/OR MATERIALS SUPPLIED.
- CONTRACTOR MUST COORDINATE ALL PHASES OF CONSTRUCTION WORK INCLUDING ITEMS DONE BY OTHERS THAT MAY IMPACT CONSTRUCTION INCLUDED IN CONTRACT.
- CONTRACTOR SHALL INSPECT THE SITE AND BECOME FAMILIAR WITH EXISTING CONDITIONS RELATING TO THE NATURE AND SCOPE OF WORK.
- ALL EXISTING CONDITIONS SHOWN IN THE LANDSCAPE DRAWINGS ARE BASED ON INFORMATION SUPPLIED TO LANDSCAPE ARCHITECT BY OTHERS. TU-LLI COLLABORATIVE, LLC OFFERS NO GUARANTEE, EITHER EXPRESSED OR IMPLIED, FOR THE ACCURACY OR RELIABILITY OF THE INDICATED EXISTING CONDITIONS.
- CONTRACTOR SHALL FIELD VERIFY ALL CRITICAL EXISTING CONDITIONS INCLUDING, BUT NOT LIMITED TO, EXISTING BUILDING LOCATIONS, UTILITY LOCATIONS AND INVERT ELEVATIONS, AND EXISTING SITE GRADES PRIOR TO THE START OF WORK.
- CONTRACTOR SHALL VERIFY ALIGNMENT AND LOCATION OF UNDERGROUND AND ABOVE GRADE UTILITIES AND PROVIDE THE NECESSARY PROTECTION FOR SAME BEFORE CONSTRUCTION MATERIAL INSTALLATION BEGINS.
- CONTRACTOR SHALL VERIFY PLAN LAYOUT AND DIMENSIONS SHOWN IN THE PLANS AND BRING TO THE ATTENTION OF THE LANDSCAPE ARCHITECT ANY DISCREPANCIES WHICH MAY COMPROMISE THE DESIGN AND/OR INTENT OF THE PROJECTS LAYOUT. ANY OBSERVED DEVIATIONS FROM CONDITIONS INDICATED IN THE DRAWINGS SHALL BE BROUGHT TO THE ARCHITECT OR LANDSCAPE ARCHITECT'S ATTENTION IMMEDIATELY UPON DISCOVERY. NO WORK SHALL PROCEED IN THE AREAS OF ANY DISCOVERED DEVIATIONS UNTIL THE DIFFERENCES ARE RESOLVED.
- CONTRACTOR TO CONTAIN OPERATIONS WITHIN LIMITS OF WORK AT ALL TIMES. WORK OUTSIDE OF THESE LIMITS WILL BE DONE AT CONTRACTOR'S EXPENSE UNLESS DIRECTED BY THE PROJECT MANAGER OR OWNER IN WRITING. LIMITS OF WORK SHOWN ON PLAN(S) MAY BE ADJUSTED IN FIELD BY THE PROJECT MANAGER IF DEEMED NECESSARY.
- CONTRACTOR MUST DAILY MONITOR FOR PUBLIC SAFETY AND STAY WITHIN LIMITS OF WORK. KEEP AREA CLEAN OF DEBRIS AND ANY OTHER CONSIDERATIONS AS DIRECTED BY THE PROJECT MANAGER.
- ANY DISTURBANCE CREATED BY CONSTRUCTION STAGING MUST BE REMOVED AND RESTORED TO ORIGINAL CONDITIONS.
- REFER TO CIVIL FOR DRAINAGE, EROSION AND SEDIMENTATION CONTROL MEASURES AND REQUIREMENTS.
- REFER TO CIVIL DRAWINGS FOR SPOT ELEVATIONS AND SLOPES INDICATING FINISH GRADES, UNLESS NOTED ON LANDSCAPE DRAWINGS.
- ELEVATIONS TO BE FIELD-VERIFIED. ADJUST AS NEEDED TO MATCH FINISH GRADES AND DRAINAGE SLOPES.
- ALIGNMENT AND GRADES OF PROPOSED WALKS, TRAILS AND/OR ROADWAYS ARE SUBJECT TO FIELD ADJUSTMENT REQUIRED TO CONFORM TO LOCALIZED TOPOGRAPHIC CONDITIONS AND TO MINIMIZE TREE REMOVAL AND GRADING. CHANGES IN THE ALIGNMENT AND GRADES MUST BE APPROVED BY THE LANDSCAPE ARCHITECT.
- CONTRACTOR TO COORDINATE ALL DRAINAGE, SLEEVING AND CONDUIT PLACEMENT OF ALL TRADES ON PROJECT.
- CONTRACTOR SHALL PROTECT EXISTING ROADS, CURBS/GUTTERS, TRAILS, TREES, LAWNS AND SITE ELEMENTS DURING CONSTRUCTION OPERATIONS. DAMAGE TO SAME SHALL BE REPAIRED AT NO ADDITIONAL COST TO THE OWNER.
- SEE LIGHTING PLANS FOR SPECIFIC LIGHTING LAYOUT AND OTHER ELECTRICAL COMPONENTS.
- CONTRACTOR TO SUBMIT SHOP DRAWINGS AS STATED IN THE SPECIFICATIONS FOR ALL ELEMENTS AS SHOWN IN THE DRAWINGS AND GET APPROVAL FROM THE LANDSCAPE ARCHITECT PRIOR TO CONDUCTING ANY WORK.
- SIDEWALK AND STEPS/STAIR LOCATIONS TO BE STAKED BY CONTRACTOR FOR REVIEW BY PROJECT MANAGER AND/OR LANDSCAPE ARCHITECT.
- CONTRACTOR TO SCORE CAST IN PLACE CONCRETE PAVING AS SHOWN IN PLANS. ANY CHANGES TO THE SCORING LAYOUT MUST BE APPROVED BY LANDSCAPE ARCHITECT AND/OR PROJECT MANAGER.

MATERIAL LEGEND

- CONCRETE
- PERMEABLE SURFACE
- LAWN - 8,531 SF
- POLLINATOR PLANTING - 6,131 SF
- SHRUB AND PERENNIAL BED - 13,117 SF
- ORNAMENTAL FENCE - 176 FEET
- STEEL EDGING
- SHADE TREE - QTY. 21
- ORNAMENTAL TREE - QTY. 3
- CONIFEROUS TREE - QTY. 19

KEY PLAN



Project No.	
Drawn By	AHS
Checked By	BC
Date	10/06/25

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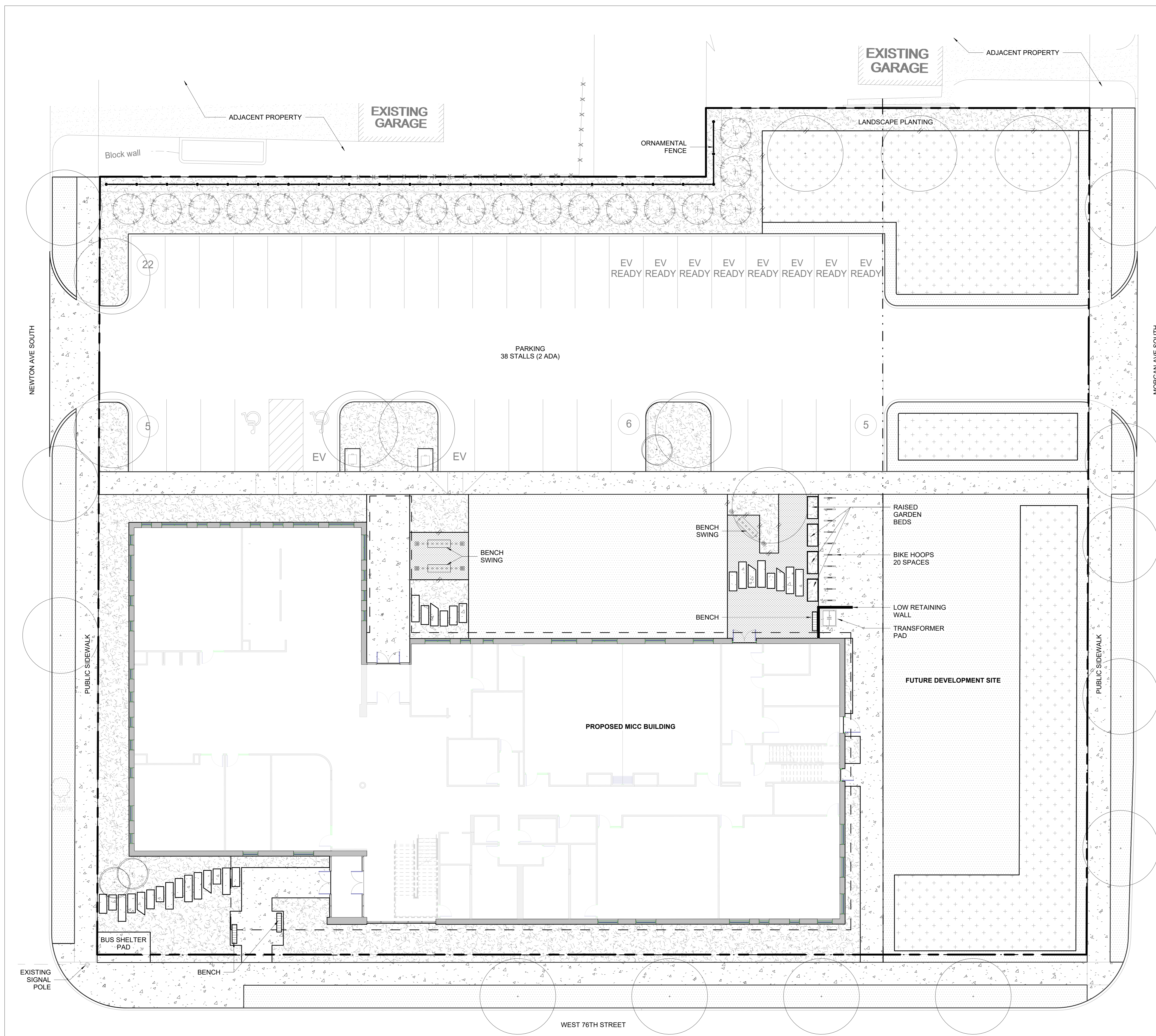
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ISSUES / REVISIONS

NO.	DATE	DESCRIPTION

OVERALL SITE MATERIAL PLAN

L100

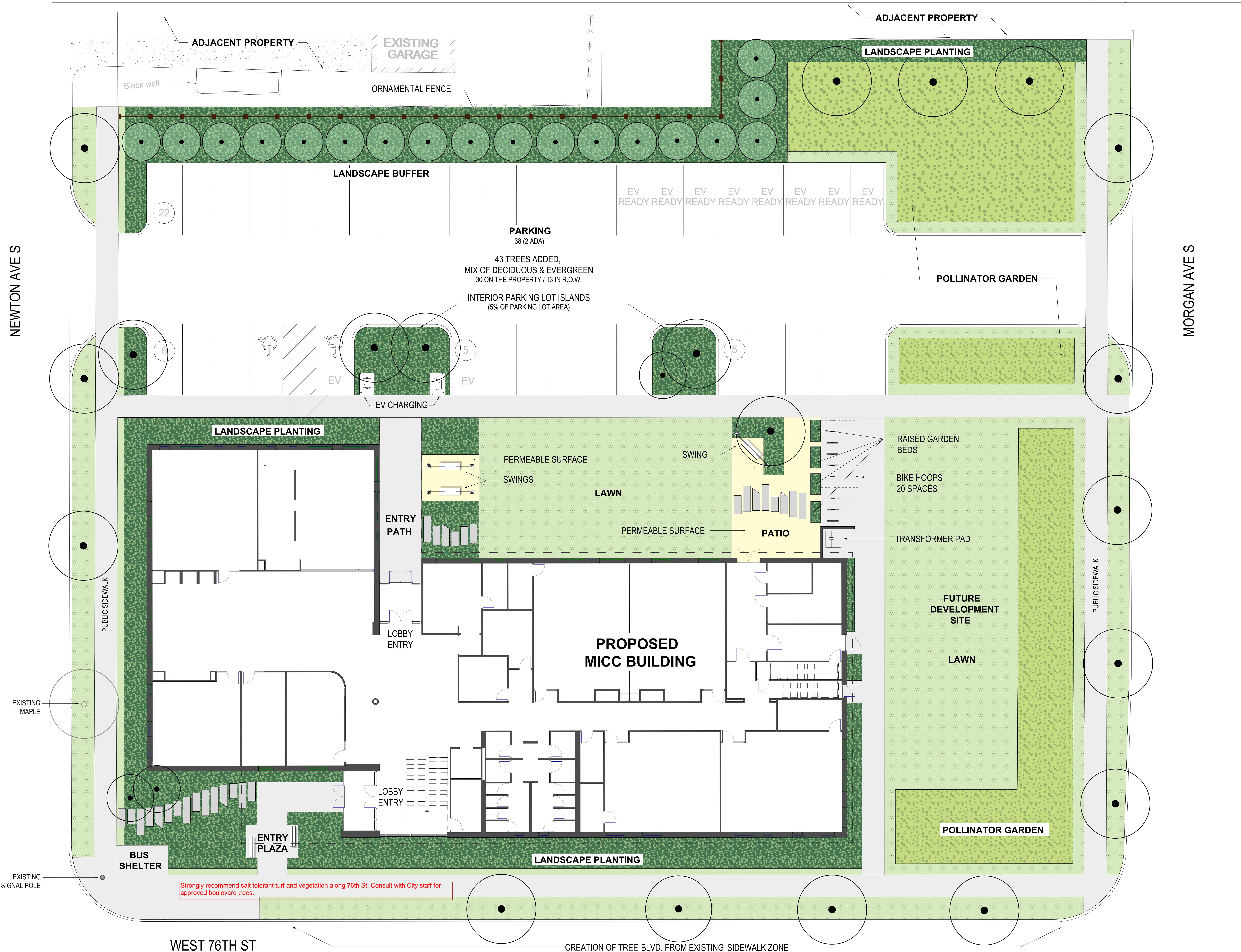


1 SITE PLAN
1" = 10'-0"

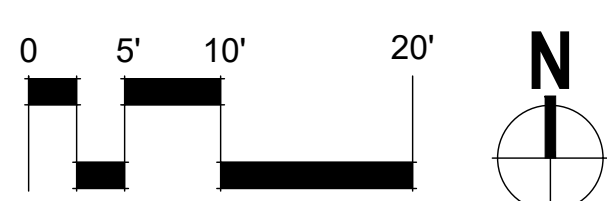


NEWTON AVE S

MORGAN AVE S



Strongly recommend salt tolerant turf and vegetation along 76th St. Consult with City staff for approved boulevard trees.



General Fire Protection Requirements – Richfield Fire Department

Please keep in mind that this is a generic listing of requirements and not necessarily all will apply to your specific installation. Also note that additional requirements may apply in your situation depending upon the size and scope of your project. It is the responsibility of the property owner to make sure that their architect, designer and subcontractors are familiar with all applicable requirements of the [2020 Minnesota State Fire Code \(MSFC\)](#) and applicable National Fire Protection Association (NFPA) standards.

- Complete NFPA 13 compliant sprinkler system along with NFPA 72 alarm system. Actual requirements will vary depending upon decisions made by the architect and the hazard class being protected. An alarm annunciator panel shall be placed near the main entrance to facilitate fire department response. Richfield has adopted [Chapter 1306](#) of the MSFC.
- The location of the system panel shall be in an approved location.
- A permanent map is to be located at the FAAP and the sprinkler control room. The map shall show the sprinkler zones and where the control valve is located for that zone.
- A service maintenance agreement is required for the sprinkler system. Provide a copy of this agreement at the time of the final inspection.
- A 6" water main (minimum) to supply the sprinkler system. Actual size will be determined by the sprinkler system requirements. A fire pump may be needed based on system hydraulic requirements.
- Hydrostatic tests are required when 20 or more new heads are installed.
- Monitoring of systems is required by an approved monitoring company in buildings with 20 or more sprinkler heads and in existing buildings with 100 or more sprinkler heads.
- A fire hydrant shall be within 100' of a suitable apparatus placement location to be utilized for feeding the sprinkler system through the FDC (Fire Department Connection). The FDC *should not* be more than 50' from said apparatus location, preferred at location of front entry/fire alarm panel.
- The entrance drive shall be a minimum of 20' in width. See [MSFC Appendix D, Fire Apparatus Access Roads](#) for width requirements along with signage/parking restrictions. If a fire road is not possible, designated emergency vehicle parking is required.
- All RFD vehicles shall be able to effectively maneuver through all parking lots and access roads. The largest current turning radius of RFD apparatus is 35', it is expected that the turning radius for fire apparatus access shall be greater than this.
- Richfield has adopted [Appendix O of the 2020 MSFC](#) which relates to fires and barbecues on balconies or patios of multi-family residential structures.
- A Knox brand security access device with building keys shall be placed in a location approved by the Richfield Fire Department. Knox brand locking FDC caps are also required. They may be ordered online at www.knoxbox.com
- Please contact Assistant Chief Jenell Brooks if you have questions 612-243-4501 or jbrooks@richfieldmn.gov.
- **Inspection requests shall be made at least 3-5 days in advance via email to rgraack@richfieldmn.gov and jskule@richfieldmn.gov or by phone 612-861-9860.**





City Council Meeting 1/27/2026

Agenda Section:

Consent Calendar

Agenda Item: 7.c.

Report Prepared By:

Katie Rodriguez, City Manager

Department Director:

Katie Rodriguez, City Manager

Item for Consideration:

Consider approval of the second reading and summary publication of an ordinance amending Section 300 and 310 of the Code of Ordinances to establish a Human Resources Department and create the position of Human Resources Director.

EXECUTIVE SUMMARY

The department structure of the City of Richfield has been modified periodically to fit the needs of the organization and to adjust to external conditions. Most recently, the City changed the Liquor Department to the Liquor Division in 2022 and in 2018 the Finance Department was reestablished.

Since 2020, the human resources functions of the City have grown in importance and complexity. In addition, human resources (HR) staff and supporting staff have had to respond to a sharp increase in demand for their services. Much of this increased challenge is due to external circumstances like adjusting to the pandemic, the tight labor market and new state and federal mandates. The City has had turnover in the Human Resources Manager role, due to the increasing complexity and the historically tight market for HR professionals with public sector experience. In researching comparably sized cities, about half have HR director roles and two cities upgraded the position recently. Further, we have been advised by experienced HR professionals, including League of Minnesota Cities staff that recruiting for a director level role is more likely to result in an experienced and skilled candidate pool.

The recommendation is to change the Human Resources Division, which is currently part of the Administrative Services Department, to a Human Resources (HR) Department. The HR Department would be led by the newly created Human Resources Director and report directly to the City Manager. In addition, the Equity Coordinator position would move to Human Resources from the Executive Department. Since the equity program is internally focused, this allows for more seamless progress in many equity priorities that are focused on HR functions.

Recruiting and retaining talent is critical to the City's success, and upgrading the function to a department and the lead role to a director position will better align with the importance and challenge of managing a human resources program.

RECOMMENDED ACTION

By Motion: Approve the second reading and summary publication of an

ordinance amending Sections 300 and 310 of the Code of Ordinances to establish a Human Resources Department and create the position of Human Resources Director.

HISTORICAL CONTEXT

The HR Manager position has experienced turnover since 2020 and is currently open. Two of the former managers left to join other cities as directors.

EQUITABLE OR STRATEGIC CONSIDERATIONS OR IMPACTS

The proposed Human Resources Department would include the Equity Coordinator role, currently housed in the Executive Department. Many of the Equity Plan priorities emphasize enhancing and strengthening HR processes to foster and sustain an inclusive workplace.

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

City Ordinance Section 300 of the City Code governs the establishment of departments in the City and must be amended to initiate a change.

CRITICAL TIMING ISSUES

The Human Resources Manager position is currently vacant. Council approval is necessary for the new Human Resources Director position to allow the recruitment process to begin. It is important to fill this critical role as soon as possible. A job description for the new position is attached to the staff report.

FINANCIAL IMPACT

The proposed position would be at pay grade 19 with a range of \$135,678-\$177,968. The HR Manager position is at grade 17, \$123,074-\$161,429. The specific budget impact will depend on the starting salary for the new Human Resources Director.

LEGAL CONSIDERATIONS

The City Attorney has reviewed the proposed ordinance changes.

ALTERNATIVE RECOMMENDATION(S)

The City Council could decline approval of the proposed establishment of the Human Resources Department and Human Resources Director position. The City would then recruit for the currently vacant Human Resources Manager position.

ATTACHMENTS

1. DOCSOPEN-#1070233-v2-01-13_Bill_2026-XX
2. 2026-01-27 Resolution XXXXX Summary Pub
3. DRAFT Human Resources Director Job Description 1-9-2026

BILL NO. 2026-XX

Motion by:
Seconded by:

**AN ORDINANCE AMENDING SECTION 300 AND SECTION 310
OF THE CODE OF ORDINANCES RELATING TO THE CREATION OF
THE HUMAN RESOURCES DEPARTMENT AND HUMAN RESOURCES DIRECTOR
POSITION WITHIN THE CITY ORGANIZATION**

THE CITY OF RICHFIELD DOES ORDAIN:

Section 1. Subsection 300.03 of the Richfield City Code is amended as follows:

300.03. – Departmental and divisional organization.

The administrative service of the City is divided into the following departments and heads thereof:

Executive Department	City Manager
Administrative Services Department	Director of Administrative Services
Fire Department	Fire Chief
Public Safety Department	Director of Public Safety
Public Works Department	Director of Public Works
Recreation Services Department	Director of Recreation Services
Community Development Department	Director of Community Development
Legal Department	City Attorney
Finance Department	Finance Director
<u>Human Resources Department</u>	<u>Human Resources Director</u>

Section 2. Subsection 300.22 is added to the Richfield City Code to read as follows:

300.22 Human Resources Department: duties of director.

The Human Resources Director is responsible to the Manager for the organization, planning, administration and coordination of the human resources functions of the City. The Human

BILL NO. 2026-XX

Resources Director shall perform the duties described in the job description for the position and any additional duties assigned by the City Manager.

Section 3. Subsection 310.03 of the Richfield City Code is amended to repeal the following subdivision as follows with the remaining subdivisions renumbered accordingly:

~~**Subd. 16.** "Human resources Manager" means a person appointed by the Manager and charged with the administration of this Section. The human resources Manager shall perform the functions of the personnel Manager.~~

~~Section 3 4.~~ Subsection 310.07 of the Richfield City Code is amended as follows:

Subd. 5. Background investigations

(c) Maintenance of Data. In conducting criminal history background investigations under this subdivision, the Public Safety Department is authorized to access data maintained in the state Bureau of Criminal Apprehension (BCA) computerized criminal history information system in accordance with BCA policy. Any data that is accessed and acquired must be maintained within the department under the care and custody of the Public Safety Director, or his or her designee. A summary of the results of the computerized criminal history data may be released by the Public Safety Department to the hiring authority, including the City Council, City Manager, Assistant City Manager, Human Resources Manager Director, or other City staff involved in the hiring process.

(d) Consent Required. Before the investigation is undertaken the finalist, volunteer, or contractor must give authorization to the Public Safety Department in writing to undertake the investigation and to release the information to the Human Resources Manager Director and other appropriate City staff. The written consent must fully comply with the provisions of applicable data privacy statutes regarding the collection, maintenance and use of the information.

Subd. 6. Disqualification due to background investigation. Except for the positions set forth in Minn. Stat. § 364.09, no person shall be disqualified from employment with the City solely or in part because of a prior conviction of a crime or crimes—unless the crime or crimes for which convicted directly relate to the position of employment sought and the conviction is for a felony, gross misdemeanor, or misdemeanor with a jail sentence. In determining if a conviction directly related to the position of public employment sought, the hiring authority shall consider the requirements of Minnesota Statutes Chapter 364. Should the City reject the finalist's request for employment due, partially or solely, to the applicant's prior conviction of a crime, the Human Resources Manager Director shall notify the finalist in writing of the following:

- a. The grounds and reasons for the denial;
- b. The applicable complaint and grievance procedure set forth in Minnesota Statutes Section 364.06;
- c. The earliest date the applicant may reapply for employment; and

BILL NO. 2026-XX

d. That all competent evidence of rehabilitation will be considered upon reapplication.

Section 5. This Ordinance will be effective in accordance with Section 3.09 of the City Charter.

Adopted by the City of Richfield, Minnesota, this 27^h day of January, 2026.

VOTING AYE

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

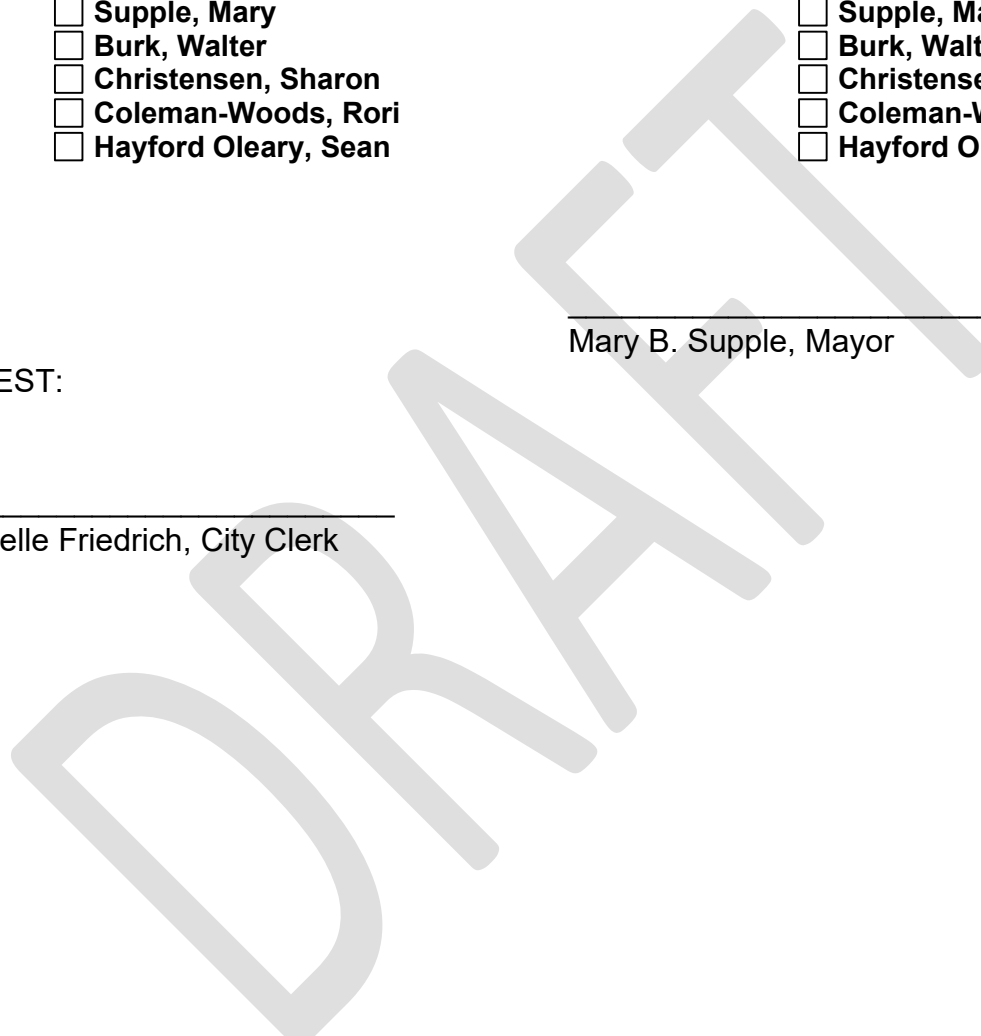
VOTING NAY

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

Mary B. Supple, Mayor

ATTEST:

Michelle Friedrich, City Clerk



RESOLUTION NO. XXXXX

Motion by:
Seconded by:

**RESOLUTION APPROVING SUMMARY PUBLICATION OF AN ORDINANCE
AMENDING SECTION 300 AND 310 OF THE CODE OF ORDINANCES TO
ESTABLISH A HUMAN RESOURCES DEPARTMENT AND ADD A DIRECTOR
OF HUMAN RESOURCES POSITION**

WHEREAS, the City has adopted the above-referenced amendment of the Richfield City Code; and

WHEREAS, the verbatim text of the amendment is cumbersome, and the expense of publication of the complete text is not justified;

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Richfield that the following summary is hereby approved for official publication:

**SUMMARY PUBLICATION BILL
NO. 2025-XX**

AN ORDINANCE AMENDING SECTIONS 200 AND 310 OF THE CITY CODE

This summary of the ordinance is published pursuant to Section 3.12 of the Richfield City Charter.

This ordinance, which amends City Code Sections 300 and 310 establishes a Human Resources Department, and replaces the Human Resources Manager with a Human Resources Director position.

Copies of the ordinance are available for public inspection in the City Clerk's office during normal business hours or upon request by calling the City Clerk at 612-861-9739.

Adopted by the City Council of the City of Richfield, Minnesota, this 27th day of January, 2026.

Mary B. Supple, Mayor

ATTEST:

Michelle Friedrich, City Clerk



**THE CITY OF RICHFIELD, MINNESOTA
HUMAN RESOURCES DIRECTOR
Human Resources Department**

Status	Job Code	Grade	FLSA	EEO-4	WC
FT	HRDIR	19	Exempt	A - Officials and Administrators	8810

Salary Range: \$135,678.40-\$177,964.80 plus full City benefits.

HOURS

Standard business hours (Monday-Friday, 8:00 AM - 4:30 PM) some evenings required. Hours may vary. Flexible work schedule option available.

SUPERVISION RECEIVED AND EXERCISED

Work is performed independently with guidance and direction from the City Manager. Provides general supervision staff in Human Resources, including Equity Coordinator and two Generalists.

NATURE OF WORK

This position is responsible for directing all aspects of the human resources and Labor Relations function for the city, including recruitment and selection, succession planning and retention, equity and inclusion, employee and labor relations, job classification and compensation, benefits and leave administration, workers' compensation, performance management, personnel policy development, training and organizational development, personnel recordkeeping, and drug testing program management, and worksite wellness programs. This position is a member of the Leadership Team for the City.

ESSENTIAL DUTIES

- Provides executive level leadership and direction of the Human Resource and Labor Relations functions for the City.
- Ensures policies, priorities, and organizational and operational objectives keep pace with changing human resources and public employment environment; interprets and administers City policies; prepares and updates policies for City Manager approval. Communicates and approved policy or procedure changes to affected employees.
- Oversees and coordinates efforts to ensure the City is an equitable, inclusive, and respectful organization and supports the City's mission, vision, and core values. Provides consultation to departments on equity strategies and initiatives related to human resources and shares best practices.
- Provides day-to-day performance management guidance on employment matters to all levels of management and employees including but not limited to coaching, counseling, career development, progressive discipline and disciplinary actions up to and including separation of employment. Provides recommendations for employee disciplinary issues.
- Directly supervises the staff in the Human Resources Department.
- As chief negotiator for the City's labor contracts, sets negotiation strategy and serves as lead negotiator during contract negotiations, provides arbitration support and serves as primary contract interpreter for City and oversees and participates in labor-management committees.
- Provides consultation to employees and management on complex employee issues including but not limited to allegations of misconduct, reasonable suspicion drug and alcohol testing, fitness for duty examinations, ADA accommodation requests, leave of absence inquiries, investigative procedures, identifying legal risks associated with actions or non-action, etc.

- Leads investigations into allegations of misconduct and/or policy violations and provides recommendations to the Assistant City Manager and City Manager.
- Plans, develops, evaluates and recommends employee insurance and benefit providers and insurance agents; oversees benefit renewal and adoption of new benefit programs and oversees the day-to-day benefit administration and the overall annual open enrollment process.
- Administers and prepares the annual operating budget for the Human Resources Department, the City's wellness program, the employee recognition program and assists others in related areas as needed.
- Partners with other City department heads to support city goals and initiatives.
- Provides executive staff support to the Civil Service Commission including preparation of draft agendas, providing reports and meeting materials and guiding the commission on hiring processes.
- Develops and oversees succession planning and retention programs, that corresponds to the city's overall goals and objectives.
- Develops and maintains the compensation program, including pay equity analysis.
- Leads and oversees innovative recruitment and retention strategies, including the on-boarding and off-boarding process of all positions in order to attract, retain, lead and manage the City's increasingly diverse workforce; conducts the executive recruitment process for upper management.
- Oversees the administration of all leave management programs of the City including in accordance with all laws and regulations.
- Oversees the city's comprehensive employee wellness program.
- Oversees the administration of the city's performance appraisal program.
- Manages the city's worker's compensation program, handling complex claims and disputed cases, authorizing independent medical exams, negotiating settlements, and monitoring quality of service provided by the third-party administrators.
- Acts as main point of contact for City employment lawsuits, grievances, or other disputes.
- Oversees major projects including personnel/medical file digitization, RFP's for HR services, performance management development and facilitation, exit interview process and employee onboarding and retention.
- Oversees management of the Drugfree Workplace act, DOT drug testing and Police Drug testing.
- Oversees the City's Safety Program and OSHA compliance, ensures all required training is completed and inspections and recordkeeping are in place.
- Monitors legislation that may affect employment, safety and labor relations and determines the impact on the City and the need for adjustments in policies or procedures.
- Develops or oversees training and development activities for the city related to supervision, employee development, policy and benefit changes and other statutorily required or recommended topics; oversees City education program and tuition reimbursement approval.
- Oversees the handling of all unemployment claims, to include participation in administrative hearings for disputed claims.
- Directs and leads labor management relations to maintain sound relationships with organized employees.
- Provides consultation to employees and management on complex employee issues including but not limited to allegations of misconduct, reasonable suspicion drug and alcohol testing, fitness for duty examinations, ADA accommodation requests, leave of absence inquiries, investigative procedures, identifying legal risks associated with actions or non-action and monitors compliance and applies best practices in human resource policy and practices.
- Acts as final approver for position review, determines the appropriate classification and compensation, subject to City Manager approval and oversees the administration of preparing and maintaining job descriptions.
- Oversees records retention for Human Resources and Labor Relations-related files to include records retention and data requests.
- Performs all other duties as assigned.

COMPETENCIES

- Demonstrates thorough knowledge of applicable state and federal laws, rules and regulations related to labor relations, and PELRA, FLSA, COBRA, FMLA, ADA, HIPPA, MN PFML, ESST, etc.
- Demonstrates considerable knowledge of public sector human resources principles, practices, standards and methodology and the ability to apply them.
- Demonstrates considerable knowledge of labor relations, including negotiations, mediation, contract management and labor-management relations.
- Demonstrates knowledge of risk management, including various types of insurance coverage. Demonstrates knowledge of municipal government and the budget process.
- Demonstrates knowledge of public sector employee fringe benefits and their administration.
- Demonstrates ability to accurately comprehend, interpret, analyze and explain complex information.
- Demonstrates ability to establish and maintain effective working relationships with others.
- Demonstrates ability to communicate effectively both orally and in writing.
- Demonstrates ability to exercise sound judgment to objectively define, investigate, and resolve problems/conflicts.
- Demonstrates ability to negotiate and administer labor agreements and effectively manage and respond to grievances.
- Demonstrates ability to investigate complaints, evaluates performance and misconduct concerns and advise appropriately.
- Demonstrates ability to respect and maintain confidentiality of sensitive information, issues, and projects; maintain compliance with the Data Practices Act.
- Demonstrates ability to understand and respect the diversity of customers and co-workers, effectively communicating with individuals whose first language may be one other than English.
- Demonstrates proficiency using Microsoft Office and HRIS systems.

CERTIFICATION AND LICENSURE

- Must possess a valid Class D driver's license.

MINIMUM QUALIFICATIONS

- Bachelor's degree in human resource management, public administration, business administration, organizational development, Psychology or closely related field.
- Must have at least seven years of progressively responsible professional human resource experience including staffing, performance management, employee relations, compensation, benefits, training and project management.

PREFERRED QUALIFICATIONS

- Master's degree in public administration, public policy, organizational development, or closely related field.
- Labor Relations experience.
- Public sector experience.
- HRIS experience.
- Supervisory experience.
- Fluency in Spanish, Somali, Vietnamese or other non-English language prevalent in the City of Richfield

PHYSICAL DEMANDS

The physical demands that are described herein are representative of those that must be met by an employee to successfully perform the essential functions of the job. Office environment primarily.

Must have the ability to:

- Ability to sit, talk and listen for extended periods of time.
- Ability to bend, stoop, reach, manipulate doors, drawers and locks
- Specific vision abilities required include close vision and the ability to adjust focus.

AN AFFIRMATIVE ACTION/EQUAL/EQUITABLE OPPORTUNITY EMPLOYER/MFD

The City of Richfield is an equal opportunity employer and does not discriminate against any employee, job applicant, or contractor on the basis of race, color, creed, religion, national origin, ancestry, sex, sexual orientation, gender identity or expression, disability, age, marital status, genetics, status with regard to public assistance, veteran status, familial status, or membership on a local human rights commission.

This statement applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.



City Council Meeting 1/27/2026

Agenda Section:

Proposed Ordinances

Agenda Item: 10.a.

Report Prepared By:

Courtney DesCamps, Senior Analyst

Department Director:

Katie Rodriguez, City Manager

Item for Consideration:

Adoption of an emergency ordinance limiting the use of city-owned property for civil immigration enforcement staging purposes.

EXECUTIVE SUMMARY

Staff recommend adoption of an emergency ordinance that limits the use of City-owned or City-controlled property for civil immigration enforcement staging, processing, or operational purposes. The ordinance clarifies that City property, including parking lots, ramps, garages, vacant lots, and non-public City spaces, may not be used by federal, state, or local entities for civil immigration enforcement activities, except as required by law or pursuant to a judicial warrant.

In recent weeks, federal civil immigration enforcement activity has increased significantly in the Twin Cities metro area, including actions that have occurred within the City of Richfield. These highly visible operations have raised community concerns regarding public safety, access to City services, and the use of municipal property. City leadership has received questions regarding the City's role and responsibilities related to such activities.

The Public Works Director conducted a preliminary review of City-owned properties and identified 18 properties with parking lots that may require signage to clearly communicate the restrictions outlined in the proposed ordinance. This review focused only on properties with parking lots and was intended as an initial assessment rather than a comprehensive inventory. A map highlighting these 18 properties is attached for reference.

The proposed ordinance is intended to provide immediate clarity and direction to City staff, residents, and external agencies, while preserving public trust and ensuring consistent application of City policy. The ordinance does not restrict federal authority to enforce immigration laws, interfere with criminal law enforcement, or limit the execution of lawful judicial warrants. The ordinance is presented as an emergency measure to protect the public peace, health, safety, and welfare and would take effect immediately if adopted in accordance with the City Charter.

RECOMMENDED ACTION

By Motion: Approve the adoption of an emergency ordinance limiting the use of

city-owned property for civil immigration enforcement staging purposes.

HISTORICAL CONTEXT

In recent years, communities across the Twin Cities metro area have experienced periodic federal civil immigration enforcement actions. In December 2025, these actions intensified significantly as part of a coordinated federal initiative referred to as *Operation Metro Surge*, which resulted in a large deployment of federal immigration enforcement personnel across the region and within the City of Richfield. These actions have included arrests, the visible staging of enforcement operations, and heightened public concern regarding the use of public spaces.

On January 8, 2026, a highly publicized federal immigration enforcement action occurred within the City that resulted in the arrest of two United States citizens at a department store within the City. This incident, coupled with the scale and visibility of recent enforcement activity, prompted significant community concern and fear, particularly among immigrant and refugee populations. City leadership received inquiries regarding the potential use of City-owned property for civil immigration enforcement staging purposes and the City's role in such activities.

The proposed ordinance is intended to clarify the City's position and establish clear limitations on the use of City-owned or City-controlled property for civil immigration enforcement staging or operational purposes, consistent with the City's longstanding commitment to public safety, trust, and community well-being.

EQUITABLE OR STRATEGIC CONSIDERATIONS OR IMPACTS

The City of Richfield is home to a diverse population, including immigrants, refugees, and residents of varied national origins. Research and lived experience demonstrate that visible civil immigration enforcement activity can undermine trust between local government and community members, discourage residents from reporting crimes or accessing City services, and create broader public safety concerns.

This ordinance is grounded in the City's equity goals by seeking to maintain trust, dignity, and equal protection and treatment for all residents regardless of immigration status. By clarifying permissible uses of City property, the ordinance reduces ambiguity for staff, residents, and external agencies, and helps ensure consistent, equitable application of City policy.

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

- Richfield City Charter, Section 3.06 (Emergency Ordinances)
- Richfield City Charter, Section 3.09 (When Ordinances and Resolutions Take Effect)
- Proposed Emergency Ordinance Limiting the Use of City-Owned Property for Civil Immigration Enforcement Staging Purposes
- Applicable state and federal laws governing judicial warrants, criminal law

enforcement, and federal immigration authority

The proposed ordinance does not conflict with federal authority to enforce immigration law, nor does it interfere with the execution of lawful court orders or judicial warrants.

CRITICAL TIMING ISSUES

This ordinance is presented as an emergency ordinance due to the immediacy of recent and ongoing federal civil immigration enforcement actions within and around the City, and the potential for City-owned property to be used for staging or operational purposes without clear policy guidance. Immediate adoption is necessary to preserve public peace, health, safety, and welfare, and to provide clear direction to City staff and external agencies. If approved, the ordinance will take effect in accordance with the City Charter.

FINANCIAL IMPACT

There is no anticipated direct fiscal impact associated with adoption of this ordinance. Implementation activities, such as signage or minor access control measures on City-owned properties, are expected to be minimal and managed within existing departmental resources. No new staffing or ongoing operational costs are anticipated.

LEGAL CONSIDERATIONS

The ordinance has been drafted to remain consistent with state and federal law. It does not restrict federal immigration enforcement authority, criminal law enforcement, or the execution of judicial warrants. The ordinance applies only to City-owned or City-controlled property and explicitly excludes property owned by the federal government or subject to existing contractual or grant obligations.

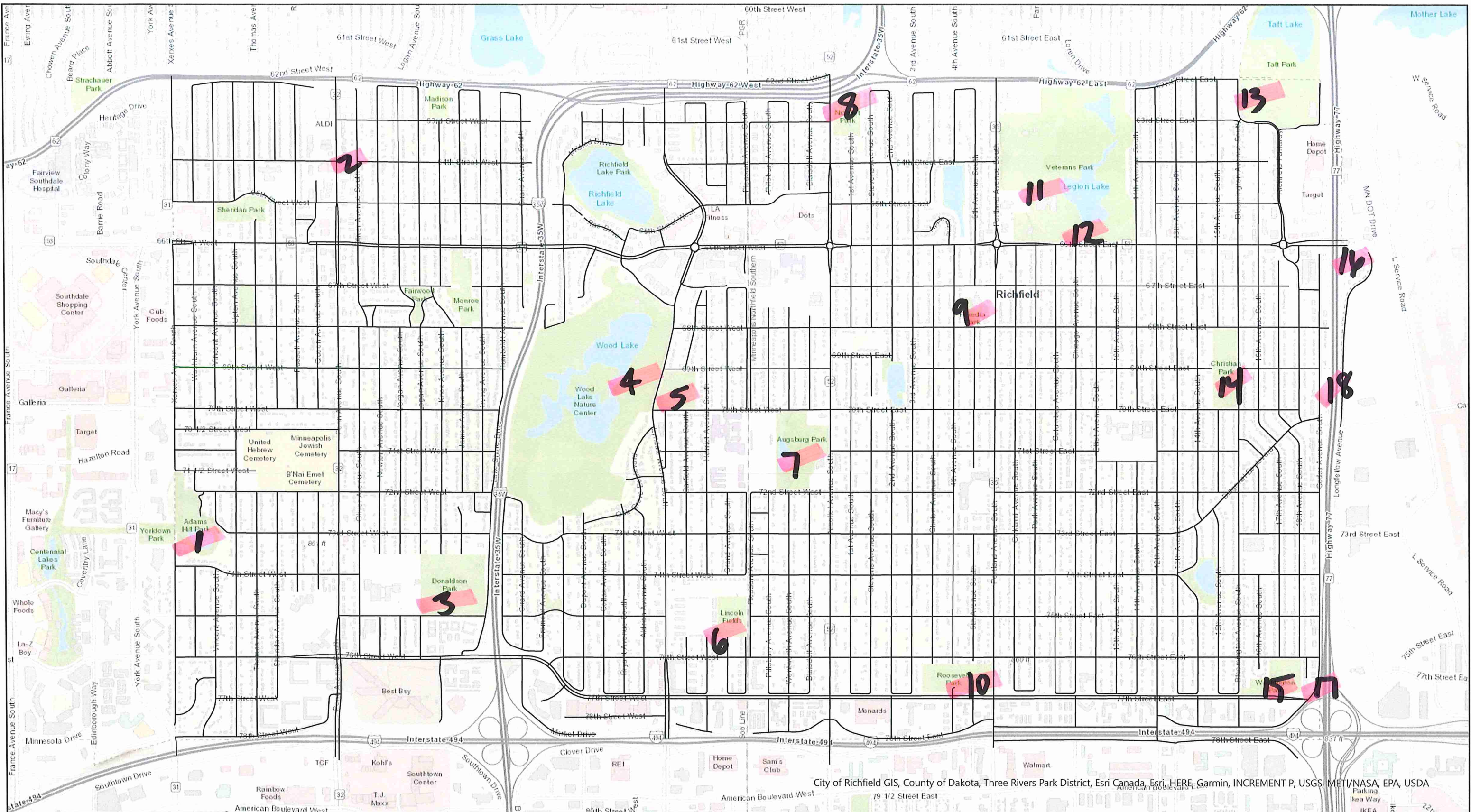
The emergency designation is supported by documented recent events and public safety considerations and is consistent with the City Charter.

ALTERNATIVE RECOMMENDATION(S)

The City Council could choose to delay consideration of the ordinance and direct staff to return with a non-emergency ordinance at a future meeting. Alternatively, the Council could decline to adopt the ordinance, leaving existing practices and policies in place. Staff does not recommend these alternatives due to the immediate need for clarity and the potential public safety and trust impacts associated with continued uncertainty.

ATTACHMENTS

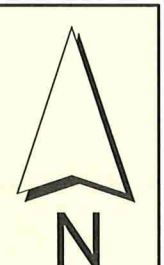
1. Map of Identified Properties
2. DOCSOPEN-#1071346-v3-Richfield_Non_Staging_Emergency_Bill_2026-XX



City of Richfield GIS, County of Dakota, Three Rivers Park District, Esri Canada, Esri, HERE, Garmin, INCREMENT P, USGS, METI/NASA, EPA, USDA



Legend



Disclaimer:
 All graphic data supplied are constantly undergoing change and is not warranted for the content or accuracy. Any implied warranties, including warranties of merchantability or fitness for a particular purpose, shall be expressly excluded. The City of Richfield can not be held liable for errors or omissions in the data. The recipient's use and reliance upon such data is at the recipient's risk. By using this data, the recipient agrees to protect, hold harmless and indemnify the City of Richfield and its employees and officers. This indemnity covers reasonable attorney fees and all court costs associated with the defense of the city arising out of this disclaimer.

Department of Public Works

BILL NO. 2026-XX

Motion by:

Seconded by:

**AN EMERGENCY ORDINANCE LIMITING THE USE OF CITY-OWNED PROPERTY FOR
CIVIL IMMIGRATION ENFORCEMENT STAGING PURPOSES**

THE CITY OF RICHFIELD DOES ORDAIN:

SECTION 1.

PREAMBLE.

- 1.01** The City of Richfield ("City") values the safety, dignity, equal protection and treatment, and human rights of all of its residents, regardless of race, religion, immigration status, or national origin. The City is home to persons of diverse racial, ethnic, and national backgrounds, including a significant immigrant and refugee population.
- 1.02** The City believes it is a safer, healthier, and more vibrant community when the City is able to maintain a relationship of trust, respect, and cooperation with its residents.
- 1.03** In December 2025, federal immigration enforcement action dramatically increased in the Twin Cities metro area as part of its Operation Metro Surge. These actions have led to the deployment of approximately 3,000 federal officers to the Twin Cities, a number which exceeds the combined total of the ten largest Twin Cities metro police forces and dwarfs that of the City. The federal immigration enforcement actions have led to the arrest of over 2,000 individuals.
- 1.04** The federal immigration enforcement action has occurred within and around the City and has targeted those within the City. On January 8, 2026, a highly publicized federal immigration enforcement action involved the arrest of two U.S. citizens at a retail store within the City. These individuals worked within the City at that store. This immigration enforcement action resulting in the arrest of US citizens indicates a general danger to those who live and work within the City.
- 1.05** The federal immigration enforcement action has broadly sown fear within the Twin Cities, including among City residents. It has led to the closure of schools, retail establishments, and the cancellation of planned events.
- 1.06** The trust, respect, and cooperation would likely be irreparably damaged, particularly between the City and immigrant communities, if the City allowed its property to be used for the purpose of enforcing federal immigration laws.
- 1.07** Although the federal government has the legal authority to enforce federal immigration laws in the United States, in Minnesota, and in the City, the City opposes any use of its property for the enforcement of federal immigration laws. The city believes any such use

BILL NO. 2026-XX

of its property would have deleterious effects on public safety and have a chilling effect on the City's current and future immigrant populations' willingness to report crime and cooperate with the city's public safety efforts.

- 1.08** By this ordinance, the city seeks to clarify the permitted use of city property with respect to any and all efforts to investigate, enforce, or assist in the investigation or enforcement of any federal civil immigration law and any federal criminal immigration law that penalizes a person's presence in, entry, or reentry to, or employment in, the United States, when not accompanied by other criminal conduct (collectively, "federal immigration laws").
- 1.09** This ordinance qualifies as an emergency ordinance under Richfield City Charter Section 3.06 as it is necessary for the immediate preservation of the public peace, health, safety, and welfare for the aforementioned reasons.

SECTION 2.

2.01 DEFINITIONS

- (A) "Non-public City spaces" means areas owned or controlled by the city that are not accessible to the general public. Examples of non-public City spaces include, but are not limited to, restricted areas requiring badge access, rental spaces, breakrooms, workstations (including those in an open area if the general public is not permitted in the workstation), storage closets, and employee-only areas.
- (B) "Staging area" means an area that is used to assemble, mobilize, and/or deploy vehicles, equipment, or materials, and related personnel, for the purpose of carrying out operations for the enforcement of civil immigration laws.

2.02 PROHIBITION ON USE OF CITY-OWNED PROPERTY

- (A) All City-owned or City-controlled park spaces, parking lots, ramps, vacant lots, and garages are not open to the general public without restrictions. No federal, state, or local government entity or personnel is authorized to use any city-owned or city-controlled parking lot or ramp, vacant lot, or garage as a staging area, processing location, operations base, or any other similar use including for enforcing civil immigration laws. Such spaces are not available to the general public for similar activities, and federal, state, or local government entities or personnel will not receive special or enhanced access to city property for operations enforcing civil immigration laws. Nothing herein shall prohibit the City police department from using any city property for any law enforcement purpose.

BILL NO. 2026-XX

- (B) The city restricts access to non-public City spaces. Non-public City spaces are not open for the purposes of enforcement of civil immigration laws except with a judicial warrant or when access is otherwise required by law. City employees do not have the legal authority to consent to permit access to non-public City spaces in situations where a judicial warrant or other legal obligation would otherwise be necessary to gain access.

2.03 SCOPE. This ordinance is not intended to and shall not be construed to interfere with the City's compliance with the terms of any contract or grant in effect as of the effective date of this ordinance to which the City is a party. This ordinance does not apply to property owned by the federal government and operated by or leased to the City. Nothing herein shall be construed as restricting or interfering with the execution of court orders or lawful judicial warrants, or the enforcement of criminal law, nor as limiting the rights of any person or entity under state or federal law.

SECTION 3. This ordinance will be effective in accordance with Section 3.09 of the City Charter.

Adopted by the City of Richfield this 27th day of January, 2026.

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

Mary B. Supple, Mayor

ATTEST:

Michelle Friedrich, City Clerk



City Council Meeting 1/27/2026

Agenda Section:

Resolutions

Agenda Item: 11.a.

Report Prepared By:

Courtney DesCamps, Senior Analyst

Department Director:

Katie Rodriguez, City Manager

Item for Consideration:

Resolution Ratifying Participation in Municipal Prosecutors' Amicus Curiae Brief.

EXECUTIVE SUMMARY

The City of Richfield joined a municipal prosecutors' amicus curiae brief filed in pending federal litigation to inform the court of the practical impacts that large-scale federal immigration enforcement activity has on municipal prosecution, court access, and local public safety operations.

The brief does not challenge federal authority to enforce immigration law. Rather, it supports limiting enforcement practices to constitutionally permissible measures and avoiding disruption to routine court processes, victim and witness participation, and the fair administration of Minnesota law.

RECOMMENDED ACTION

Consider a resolution ratifying participation in municipal prosecutors' amicus curiae brief.

HISTORICAL CONTEXT

In late 2025 and early 2026, federal immigration enforcement activity in Minnesota increased significantly, particularly within the Twin Cities metropolitan area. This activity generated public attention and raised concerns among local governments regarding potential impacts on municipal court operations, victim and witness participation, and coordination with local public safety systems.

In response, Minnesota municipalities and legal organizations engaged in limited amicus curiae participation in related federal litigation to provide courts with operational context on how large-scale enforcement activity may affect state and local justice functions. The City of Richfield's participation aligns with this practice and is focused on protecting access to municipal courts and the continuity of local prosecution processes.

EQUITABLE OR STRATEGIC CONSIDERATIONS OR IMPACTS

The City's participation in the amicus brief is intended to support consistent enforcement of local laws and equitable access to municipal courts for all community members.

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

This action is consistent with the City Council's authority to direct legal positions and does not create or modify City policy, ordinances, or regulations.

CRITICAL TIMING ISSUES

Federal immigration enforcement activity is ongoing in Minnesota, making timely Council consideration appropriate.

FINANCIAL IMPACT

There is no financial impact associated with this action. Participation in the amicus brief did not require payment of filing fees or engagement of outside legal counsel beyond existing staff resources.

LEGAL CONSIDERATIONS

Participation as an amicus curiae does not make the City a party to the litigation and does not create legal liability or obligations for the City.

ALTERNATIVE RECOMMENDATION(S)

Decline to ratify participation in the amicus curiae brief. If this option is selected, the City would take no further action, and the brief would remain filed without formal Council ratification.

ATTACHMENTS

1. 2026-01-27 DRAFT Resolution XXXXX DOCSOPEN-#1073398-v2-Amicus Brief Ratification
2. Memo - SHCPA Amicus - Minn v Noem - 01.24.2026-4

RESOLUTION NO. XXXXX

Motion by:
Seconded by:

**RATIFYING THE DECISION TO JOIN AN AMICUS BRIEF IN *State of Minnesota v. Noem*
ALONGSIDE OTHER SUBURBAN MUNICIPALITIES AND THEIR PROSECUTORS**

WHEREAS, the City of Richfield (“City”) values the safety dignity, equal protection and treatment, and human rights of all of its residents, regardless of race, religion, immigration status, or national origin. The City is home to persons of diverse racial, ethnic, and national backgrounds, including a significant immigrant and refugee population.

WHEREAS, the City believes it is a safer, healthier, and more vibrant community when the City is able to maintain a relationship of trust, respect, and cooperation with its residents.

WHEREAS, federal immigration enforcement action dramatically increased in the Twin Cities metro area as part of its Operation Metro Surge from December 2025. This Operation Metro Surge has broadly sown fear within the Twin Cities, including among City residents. It has led to the closure of schools, retail establishments, the cancellation of planned events, and the reported arrest of over 2,000 individuals.

WHEREAS, the Attorney General of Minnesota alongside the City of Minneapolis and the City of St. Paul filed a lawsuit against Kristi Noem in her official capacity as Secretary of the U.S. Department of Homeland Security, among others.

WHEREAS, the City was invited to join an Amicus Brief to be filed by suburban city prosecutors in that lawsuit. The Amicus Brief is in support of the Attorney General’s request for a Temporary Restraining Order limiting federal immigration enforcement operations in Minnesota and argues that those operations follow acceptable constitutional limits; and

WHEREAS, the Amicus Brief is consistent with the City Council’s legislative platform position on immigration enforcement; and

WHEREAS, it is the decision of the City Council with the recommendation of its city prosecutors to join the Amicus Brief.

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

1. The recitals outlined above are hereby adopted by the Council and fully incorporated herein.
2. The City Council’s decision to join the Amicus Brief is ratified.
3. City staff are authorized and directed to take such actions as may be needed to accomplish the intent of this Resolution.

RESOLUTION NO. XXXXX

Adopted by the City Council of the City of Richfield, Minnesota, this 27th day of January, 2026.

VOTING AYE

- Supple, Mary**
- Burk, Walter**
- Christensen, Sharon**
- Coleman-Woods, Rori**
- Hayford O'leary, Sean**

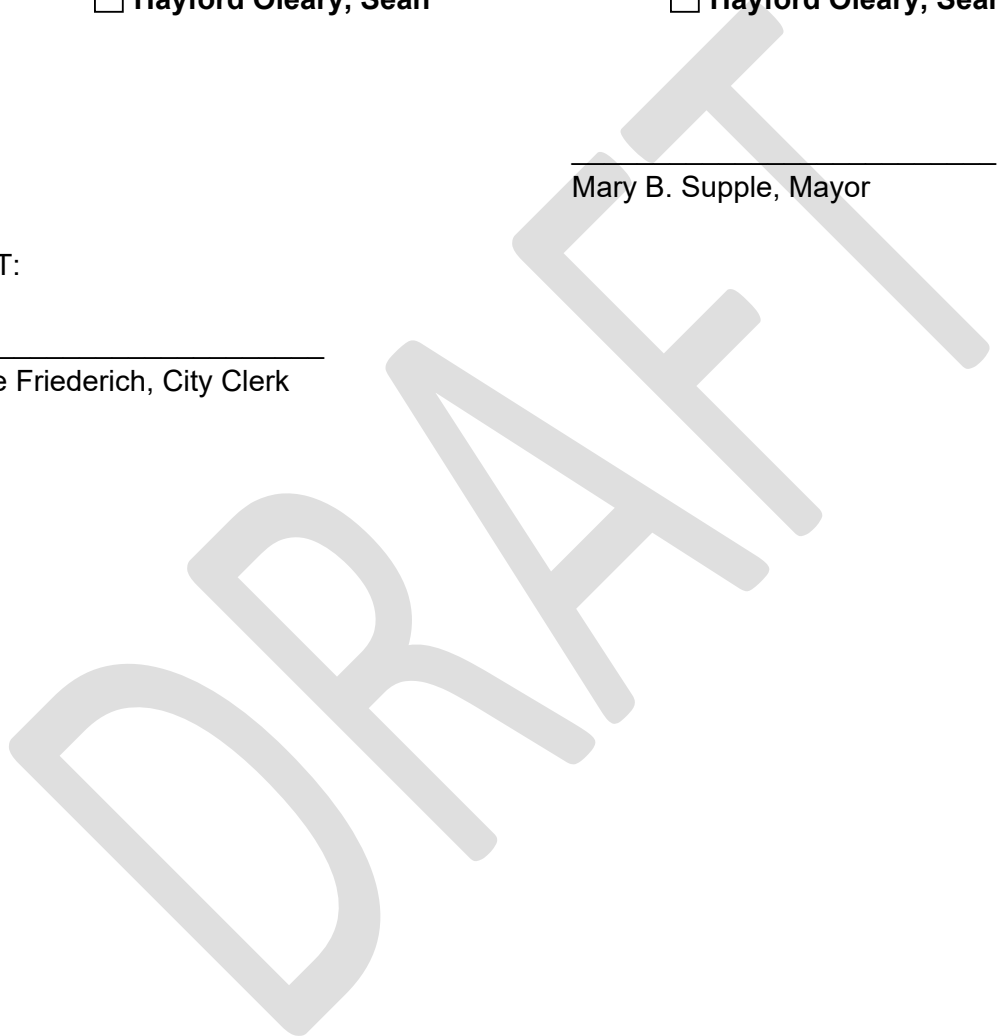
VOTING NAY

- Supple, Mary**
- Burk, Walter**
- Christensen, Sharon**
- Coleman-Woods, Rori**
- Hayford O'leary, Sean**

Mary B. Supple, Mayor

ATTEST:

Michelle Friederich, City Clerk



UNITED STATES DISTRICT COURT
DISTRICT OF MINNESOTA
Court File No.: 0:26-cv-00190-KMM-DJF

STATE OF MINNESOTA, by and through
its Attorney General Keith Ellison,

CITY OF MINNEAPOLIS, and CITY OF
SAINT PAUL,

Plaintiff

vs.

KRISTI NOEM, in her official capacity as
Secretary of the U.S. Department of
Homeland Security; JOHN CONDON, in
his official capacity as Acting Executive
Associate Director of Homeland Security
Investigations; U.S. DEPARTMENT OF
HOMELAND SECURITY; TODD
LYONS, in his official capacity as Acting
Director of U.S. Immigration and Customs
Enforcement; MARCOS CHARLES, in his
official capacity as Acting Executive
Associate Director, Enforcement and
Removal Operations; U.S. IMMIGRATION
AND CUSTOMS ENFORCEMENT;
RODNEY SCOTT, in his official capacity
as Commissioner of U.S. Customs and
Border Protection; U.S. CUSTOMS AND
BORDER PROTECTION; GREGORY
BOVINO, in his official capacity as
Commander of the U.S. Border PATROL;
U.S. BORDER PATROL; DAVID
EASTERWOOD, in his official capacity as
Acting Director, Saint Paul Field Office,
U.S. Immigration and Customs
Enforcement,

Defendant

**AMICUS CURIE BRIEF FROM THE CITIES
OF GOLDEN VALLEY, MOUNDS VIEW,
LAUDERDALE**

INTRODUCTION

The Cities of Golden Valley (Hennepin County), Mounds View (Ramsey County), and Lauderdale (Ramsey County) submit this amicus brief in support of Plaintiffs' requested injunctive relief. These Cities are representative "first-ring" suburban communities adjacent to Minneapolis and Saint Paul. Residents, victims, witnesses, and defendants routinely cross municipal boundaries for work, school, commerce, and family. As a result, large-scale enforcement activity and resulting fear, disorder, and resource diversion within the Twin Cities core rapidly spill into neighboring cities.

Amici do not repeat the comprehensive equities and rule-of-law analysis already submitted by the Minnesota State Bar Association and other bar associations (the "MSBA Amicus Brief"). Amici instead incorporate those arguments by reference and focus on distinct harms that Operation Metro Surge imposes on municipal prosecution functions: (1) degradation of victim/witness cooperation and case outcomes; (2) diversion of local police capacity essential to municipal charging decisions, evidence collection, and court processes; (3) increased risk of escalation and impersonation when armed officers conceal identity and operate without readily reviewable accountability mechanisms; and (4) predictable, region-wide public safety impacts when residents cannot utilize the Minnesota District Court system to dispense justice.

Municipal prosecution is a core local-government function: cities maintain public order by charging and litigating misdemeanors and gross misdemeanors, supporting victims, compelling witness attendance, and ensuring compliance with release conditions. When these systems are destabilized, community safety declines. The requested injunctive relief appropriately protects these local interests while preserving the federal government's ability to enforce immigration laws within constitutional and statutory limits.

IDENTITY OF AMICI CURIAE AND STATEMENT OF INTEREST

1. The City of Golden Valley is a first-ring suburban city in Hennepin County. It prosecutes misdemeanor and gross misdemeanor offenses occurring within its jurisdiction. The City regularly relies on resident cooperation, municipal police resources, and Hennepin County District Court processes to secure victim safety and community order. The offenses include victim-based crimes such as theft and assault. Court proceedings are primarily held at the suburban courthouse located in Brookdale, Minnesota, with trials occurring at the Hennepin County Government Center, in Minneapolis, Minnesota.

2. The City of Mounds View and the City of Lauderdale are first-ring suburban cities in Ramsey County. Each prosecutes misdemeanor and gross misdemeanor offenses occurring within its jurisdiction and relies on resident cooperation, local law enforcement, and Ramsey County District Court processes to secure victim safety and community order. The offenses include victim-based crimes such as theft and assault. Court proceedings are primarily held at the suburban courthouse located in Maplewood, Minnesota, with trials occurring at the Kellogg Courthouse, in Saint Paul, Minnesota.

3. Amici have a strong interest in ensuring that public safety, municipal policing, and municipal prosecution can proceed without destabilizing fear, diversion, and uncertainty created by large-scale, militarized enforcement tactics in their region.

4. Amici file this brief to provide the Court with the municipal prosecution perspective—how these practices affect charging decisions, victim/witness participation, evidence integrity, court attendance, and the region-wide ability to maintain public order.

INTEREST OF AMICI

The Cities of Golden Valley, Mounds View, and Lauderdale file this focused amicus to address practical court-system and prosecution impacts arising from the enforcement activities at issue. Amici operate high-volume municipal prosecution dockets, dependent on the regular, voluntary appearance of defendants, victims, and civilian witnesses. Amici expressly do not repeat Plaintiffs’ constitutional theories. Instead, we support the targeted, process-protective relief already framed in the Amended [Proposed] Temporary Restraining Order [Docket No. 92] (“Proposed TRO”)—particularly provisions that preserve access to Minnesota courts, avoid custody conflicts that derail municipal prosecutions, and clarify identification to maintain public trust.

Amici also incorporate, as context, the record evidence in the Plaintiffs’ Memorandum Of Law In Support For Temporary Restraining Order [Docket No. 8] (“TRO memorandum”) showing diversion of local public-safety resources, delays in 911 response, and widespread confusion caused by masked agents bearing “POLICE” insignia; facts that directly impair court operations in the metro area’s municipal courts.

SUMMARY OF POSITION

Amici supports these concepts in the Proposed TRO:

- Sensitive-location protections for courthouses (¶ 1(a));
- Limits on arrests/detentions absent warrants or established cause (¶¶ 1(b)–(d));
- Masking/identification and vehicle-marking requirements (¶¶ 1(h, j), 3(a)–(c));
- Anti-retaliation/anti-surveillance provisions protecting observers (¶ 2); and
- Reporting/accounting requirements (¶ 3(a)–(f)).

For each, we provide municipal-prosecution-specific reasons why preserving the text as proposed—without weakening—will prevent immediate and irreparable court-process harms in suburban dockets.

ARGUMENT

I. Courthouses as “Sensitive Locations” Protect the Integrity of Municipal Dockets.

(Supports Proposed TRO ¶ 1(a))

The Proposed TRO’s inclusion of courthouses (and public buildings serving governmental purposes) within “sensitive locations” is central to preserving the orderly administration of Minnesota’s courts. Municipal dockets, particularly misdemeanor and gross-misdemeanor calendars, depend on the voluntary, punctual appearance of defendants and civilian witnesses. Even limited immigration enforcement in courthouse curtilage causes failures to appear, witness attrition, and cascading continuances/warrants, degrading public safety by preventing adjudication on the merits. And as it relates to in-custody municipal defendants, their pretrial removal to ICE custody deprives justice to crime victims.

The TRO memorandum documents the broader environment of diversion and confusion (e.g., large-scale overtime and pending 911 calls while police manage DHS-related incidents). Those same dynamics correlate with attendance failures and docket disruptions in municipal courts. The courthouse sensitive-location designation is a narrow, content-neutral means to stabilize attendance and keep state-court proceedings on track during the preliminary-injunction.

II. Limits on Arrests and Detentions Prevent Custody Conflicts That Override State-Court Authority.

(Supports Proposed TRO ¶¶ 1(b)–(d))

The Proposed TRO rightly limits arrests to valid administrative or judicial warrants or clearly defined exigency, and bars detentions without reasonable, articulable suspicion of a federal crime. For municipal prosecutions, these limits are more than civil-liberties safeguards; they prevent inadvertent preemption of court calendars. When defendants or witnesses are unexpectedly removed to civil immigration custody near hearing times, courts face forced dismissals, bench warrants, or process delays that undermine both defense and prosecution. Similarly, removal of charged defendants from local custody to Immigration and Customs Enforcement custody deprives local crime victims of the justice they deserve. The TRO memorandum describes the system-level strain (e.g., triaged 911 queues and mass diversion of officers) that makes unplanned custody conflicts particularly disruptive to municipal courts that rely on tight, high-volume calendars.

By preserving the Proposed TRO's arrest/detention standards intact, the Court ensures that state-court subpoenas, summonses, and release conditions are not functionally nullified by last-minute civil custody, absent genuine exigency, or a lawful warrant.

III. Masking and Identification Requirements Restore Necessary Accountability and Public Trust in Court Settings.

(Supports Proposed TRO ¶¶ 1(h, j), 3(a)–(c))

The Proposed TRO's masking prohibition (outside true undercover police work), unique alphanumeric identifiers on uniforms, marked vehicles, and audible identification before entering property are modest, operationally feasible measures that directly affect witness cooperation in municipal prosecutions. The TRO memorandum documents the public confusion created when masked agents in generic "POLICE" vests operate in public—confusion that residents frequently attribute to local police and prosecutors, chilling cooperation and deterring subpoena compliance

in routine cases. These identification measures, particularly in/around courts, separate local and federal roles in the public eye and preserve the legitimacy of municipal proceedings.

IV. Anti-Retaliation/Anti-Surveillance Provisions Protect Court Attendance by Parties and Support Persons.

(Supports Proposed TRO ¶ 2)

The Proposed TRO bars retaliatory drives-by, surveillance, referrals, or information-collection targeting citizens who lawfully observe or follow federal agents from a safe distance and do not obstruct. In municipal courts, parties often arrive with family, advocates, or community observers who provide transportation, childcare, language support, and emotional stability. Retaliatory tactics aimed at observers not only chill protest activity; they also discourage attendance by those same support networks—indirectly emptying courtrooms and degrading fact-finding in everyday prosecutions. The record reflects retaliatory patterns and intimidation that are plausibly perceived by court users as linked to “police,” reinforcing the need for these limited, process-protective prohibitions.

V. Reporting and Accounting Requirements Enable Courts to Preserve Cases, Not Dismiss Them for Process Failures.

(Supports Proposed TRO ¶¶ 3(a)–(f))

The Proposed TRO requires sealable lists of U.S. citizens whose data was collected and searchable accounting of persons detained or arrested, including basis and custodial status, and narrative reports for warrantless civil arrests in the metro area. For municipal prosecutors and courts, this is critical coordination infrastructure, not mere oversight. With timely custodial information, prosecutors can seek continuances or request temporary production rather than watching cases collapse into dismissals or unjust bench warrants when a defendant or key witness

is unexpectedly taken into ICE custody. The TRO memorandum's documentation of diversion, pending 911 calls, and operational disruption shows why courts now need reliable status visibility to avoid preventable process failures.

REQUEST

Amici respectfully urges the Court to enter the Proposed TRO with its municipal court-related and prosecution-related provisions intact, specifically ¶¶ 1(a), 1(c)–(d), 1(h, j), 2, and 3(a)–(f). These are narrow, content-neutral measures that preserve access to Minnesota courts and stabilize municipal prosecutions while the broader constitutional issues are litigated.

CONCLUSION

The Proposed TRO already contains the targeted tools necessary to protect the functioning of Minnesota's courts without impeding legitimate federal objectives. From a municipal prosecutor's perspective, preserving these provisions as drafted will prevent concrete, irreparable process harms—missed appearances, lost witness cooperation, and cascading calendar failures—and thereby advance public safety through the consistent operation of the rule of law.



City Council Meeting 1/27/2026

Agenda Section:

Other Business

Agenda Item: 12.a.

Report Prepared By:

Mark McKinley, Administrative Assistant

Department Director:

Melissa Poehlman, Community Development Director

Item for Consideration:

Consider City Council's approval of the Mayor's appointment of a Housing and Redevelopment Authority Commissioner.

EXECUTIVE SUMMARY

On December 13, 2011, the City Council established by resolution that the public's interest is best served by having a composition of two appointed Council Members and three Mayor-appointed citizens who serve on the Housing and Redevelopment Authority (HRA). The appointed commissioners also serve on the Economic Development Authority (EDA).

Commissioner applications were accepted from November 15, 2025 through December 15, 2025 on the city website. On January 20, 2026, three members of the HRA and EDA interviewed five residents that applied for the seat. After interviews, the members discussed their opinions and provided a name for recommendation.

RECOMMENDED ACTION

By motion: Approve the Mayor's appointment of Brett Stursa as a Housing and Redevelopment Authority Commissioner for a five-year term starting March 1, 2026 and expiring February 28, 2031.

HISTORICAL CONTEXT

The Richfield Housing and Redevelopment Authority (HRA) was created in 1975 to assure the long-term vitality of Richfield's residential and commercial property. The Richfield Economic Development Authority (EDA) was created in 2017.

EQUITABLE OR STRATEGIC CONSIDERATIONS OR IMPACTS

The mission of the HRA and EDA is to create equitable systems, infrastructure, and services that make Richfield better. Ensuring the HRA and EDA are properly staffed to handle business allows these groups to focus work towards fulfilling this mission.

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

City Council Resolution No. 10586 was approved December 13, 2011, regarding appointments to the Housing and Redevelopment Authority board of commissioners; establishing composition of the board and term limits on non-elected members.

CRITICAL TIMING ISSUES

The term of Commissioner/Chair Vrieze Daniels will expire on February 28, 2026, and

an appointment needs to be made to fill that vacancy. Commissioner/Chair Vrieze Daniels has served two terms and is not eligible for reappointment.

FINANCIAL IMPACT

These appointments are no additional cost to the City.

LEGAL CONSIDERATIONS

Pursuant to Minnesota State Statutes (469.003, subd. 6), “commissioners shall be appointed by the mayor, with the approval of the governing body.”

ALTERNATIVE RECOMMENDATION(S)

The Council may decide not to approve the Mayor’s appointment or defer the appointment to a future City Council meeting.

ATTACHMENTS

None