



# CITY COUNCIL MEETING MINUTES

Richfield, Minnesota

## Regular Council Meeting

August 26, 2025

<b>ITEM #1</b>	<b>CALL TO ORDER</b>
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The meeting was called to order by Mayor Supple at 7:02 p.m. in the Council Chambers.

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

*Staff Present:* Katie Rodriguez, City Manager; Mary Tietjen, City Attorney; Melissa Pohlman, Community Development Director; Jennifer Anderson, Support Services Manager; Kristin Asher, Public Works Director; Sam Crosby, City Planner; Michelle Friedrich, City Clerk; and Mark McKinley, Administrative Assistant.

*Others Present:* None.

<b>ITEM #2</b>	<b>PLEDGE OF ALLEGIANCE</b>
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Mayor Supple led the Pledge of Allegiance.

<b>ITEM #3</b>	<b>APPROVAL OF AGENDA</b>
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**MOTION:** made by Council Member Hayford Oleary, seconded by Council Member Burk, to approve Agenda as presented. Mayor Supple stated that she would like to pull item F from the consent calendar and consider it after the consent calendar.

Motion carried: 5-0

<b>ITEM #4</b>	<b>APPROVAL OF MINUTES</b>
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**MOTION:** made by Council Member Hayford Oleary, seconded by Council Member Christensen, to approve the minutes of the: Approval of the Minutes of the (1) City Council Work Session from August 12, 2025, and (2) City Council Regular Meeting from August 12, 2025.

Motion carried: 5-0

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

Rod Sather, Richfield resident, stated that he would like to see short-term rentals limited in Richfield. He noted that houses in Richfield should remain for families and not businesses.

<b>ITEM #6</b>	<b>PROCLAMATIONS AND PRESENTATIONS</b>
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None.

<b>ITEM #7</b>	<b>CONSENT CALENDAR</b>
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Mayor Supple removed item F from the consent calendar for discussion.

City Manager Rodriguez presented the consent calendar.

- A. Approve Disbursements/Claims
- B. Consider approval of a Temporary On-Sale Intoxicating Liquor license for St. Peter Catholic Church, located at 6730 Nicollet Avenue South, for their Tri Fest Harvest 2025 event taking place September 20-21, 2025.
- C. Consider approval of a Temporary On-Sale Intoxicating Liquor license for October Fest event scheduled to take place October 4, 2025, at Fred Babcock VFW #5555, located at 6715 Lakeshore Drive.
- D. Consider approval of a request for temporary expansions of the licensed premises for Thompson's Fireside Pizza, Inc. d/b/a Fireside Foundry located at 6736 Penn Avenue South, and Sandy's Tavern located at 6612 Penn Avenue South, to allow for the outside service of beer and malt beverages in their parking lot on Sunday, September 21, 2025, in conjunction with Richfield's Penn Fest event.
- E. Consider approval of the first reading of an ordinance amending subsection 905.40 of the Richfield City Code pertaining to the feeding of wildlife.
- G. Consider approval of a Grant Compliance Agreement with MSP Lupe Richfield LLC regarding a Tax Base Revitalization Account Seeding Equitable Environmental Development Grant for 6501 Portland Avenue South.
- H. Consider approval of a Loan Agreement with Penn Station Apartments, LLLP, for a Local Housing Initiatives Account Grant.

**MOTION:** made by Council Member Hayford Oleary, seconded by Council Member Christensen, to approve the consent calendar not including item F.

Motion carried: 5-0

Mayor Supple mentioned she did not pull item H but has received questions from residents about the status of the Penn Station project. Mayor Supple confirmed the project is moving forward while meeting all city parking requirements including underground parking for residents.

<b>ITEM #8</b>	<b>CONSIDERATION OF ITEMS, IF ANY, REMOVED FROM CONSENT CALENDAR</b>
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F. Consider approval of a first reading of an ordinance amending sections 1135 and 925 of the Richfield City Code of Ordinances pertaining to temporary outdoor portable storage containers.

City Manager Rodriguez presented the Staff Report.

Council Member Burk suggested amending the ordinance to allow for multiple smaller containers rather than just one larger container and focusing more on the total size of the containers. He noted he would like the ordinance to be explicit in not allowing for human or animal habitation. He noted that 30 days does not seem long enough for renovations. He suggested lengthening the time to benefit residents and staff.

Mayor Supple also noted that 30 days does not seem long enough. She asked if they could extend it to 60 days. Support Services Manager Anderson noted that the issues with storage containers are due to the condition of the containers. She noted that they receive many complaints about the appearance and the excessive length of the containers on the property. Mayor Supple noted that she would like to see a 60-day limit.

Council Member Hayford Oleary suggested leaving the limit at 30 days but expanding the reasons that staff could allow up to 6 months. City Attorney Tietjen stated that she would recommend leaving the limit at 30 days, but stated that it can be extended due to reasons that staff deems appropriate for the property.

Council Member Coleman-Woods affirmed she would like the language to account for a longer window for residents in remodeling situations.

Council Member Burk added he does not want to make it more difficult for residents to move and store their material.

Mayor Supple noted that consensus was met to extend to 60 days. Council discussed other amendments to the ordinance.

Council came to a consensus that measuring the container(s) by total size instead of amount of containers on the property would be preferred but still limiting the total number of containers overall to 2 at a maximum of 90 days.

Council Member Hayford Oleary asked for clarification on section 1B and 1D of the ordinance. Support Services Manager Anderson let Council know she would get back to them about the concerns.

Council Member Hayford Oleary expressed concerns about requiring the storage pod to be stored only on the resident’s driveway. Support Services Manager Anderson explained her concerns with heavy objects in yards and that she feels the city should be consistent in what they allow to be put in grass.

Council Member Hayford Oleary asked if you could get a permit to park the pod in the street.

Support Services Manager Anderson explained you need to get a permit to park a dumpster on the street.

Council Member Christensen mentioned some dumpster rental companies will not rent to you if you do not have a driveway to store the dumpster.

City Manager Rodriguez asked to clarify if the city should explicitly state these pods are not for habitation.

**MOTION:** made by Council Member Coleman Woods, seconded by Council Member Burk, to make the discussed amendments to the ordinance including banning habitation, updating to a 60 day limit, updating the number of containers, and updating the total amount of days per calendar year.

Motion carried: 5-0

**MOTION:** made by Council Member Christensen, seconded by Council Member Burk, to approve the first reading of an ordinance amending sections 1135 and 925 of the Richfield City Code of Ordinances pertaining to temporary outdoor portable storage containers as amended.

Motion carried: 5-0

ITEM #9	PROPOSED ORDINANCES
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A. First reading of ordinance changes related to multifamily development regulations (MR2 & MR-3 zoning district updates).

Council Member Hayford Oleary presented the Staff Report.

City Planner Crosby provided some updates that were made since the work session discussions.

Council Member Burk asked how much public notice is given in the process before staff approves. Planner Crosby stated that they will provide about a month's notice before projects begin, but after staff’s decision. Council Member Burk noted that he has concerns about not letting residents have an opportunity to voice concerns before staff approval.

Council Member Hayford Oleary asked for clarification on what staff is allowed to approve. Planner Crosby noted that staff can approve any plans that meet code and have the authority to approve a minor deviation of up to 10%. Council Member Hayford Oleary discussed that public comment on these items that meet code may be unnecessary. Council Member Burk stated that he would still like to give Residents a chance to speak on these items. Director Pohlman discussed that the discretion the Council has now is the most they will have for this item. She explained that if a building meets the code requirements Staff nor the City Council would have the ability to deny it.

Council had further discussion on the details of the ordinance and public input.

Council Member Burk explained he does not agree to vote on this motion because of the limited options the public have related to providing feedback on each project.

Mayor Supple asked why some meetings and developers are required to meet with residents when others aren't.

City Planner Crosby explained that neighborhood meetings are typically held by developers for more complex land use projects. They are required by policy with PUD's or any rezoning or comprehensive plan amendment, are suggested for mixed use projects.

Council Member Hayford Oleary asked if rezoning requires an open house. Staff confirmed.

Mayor Supple asked for clarification on what properties this zoning change would impact. Staff explained the ordinance update.

Council Member Hayford Oleary explained his concerns with air conditioning units being removed from the variance process and his reasoning.

**MOTION:** made by Council Member Hayford Oleary, seconded by Council Member Christensen, to amend the ordinance to remove the changes to 509.13 regarding central air conditioning units.

Motion carried: 5-0

Council Member Hayford Oleary explained his excitement to updating these zoning requirements.

Council Member Burk explained what he would like to see in the ordinance and thanked the city planner for the effort.

**MOTION:** made by Council Member Hayford Oleary, seconded by Council Member Coleman Woods, to approve the first reading of ordinance changes related to multifamily development regulations (MR2 & MR-3 zoning district updates) with the amendment.

Motion carried: 4-1 (Burk)

B. First reading of an ordinance regulating the use and licensing of short-term rentals.

Council Member Christensen presented the Staff Report.

Support Services Manager Anderson mentioned that there was some discussion regarding what section 1199.05 pertains to. She noted that they have provided some further information regarding that section. Attorney Tietjen explained further what that section means. She asked the Council for clarification on what they would like to add to the language in this section.

Council Member Hayford Oleary stated that he would prefer not to have this requirement. Council Member Coleman Woods stated that she would like to limit the number of short-term rental licenses to 2 per owner. Council Member Burk agreed with limiting to 2 licenses. He noted that he would like to limit it to 1 license to non-Richfield residents. Council Member Christensen noted her agreement with Council Member Burk. Council discussed further the options on limiting the licensing of short-term rentals by business owner.

Director Poehlman discussed challenges with the tracking of rental units if Council wants to limit rentals for each owner.

Attorney Tietjen stated that they will most likely need further discussion on this item. She stated that more staff may need to be involved, and they can discuss more at the second reading.

Mayor Supple asked about current rental owners being permitted to continue their business after this ordinance passes. City Attorney Tietjen deferred to the Council for how to address that issue.

Council Member Hayford Oleary expressed concern about current property owners who vocalized good faith concerns related to the short-term rental ordinance. Mayor Supple explained how she supports the ordinance but the limit is where she has concerns.

Council Member Burk asked to add language banning registered sex offenders from receiving a short-term rental license. Council Member also asked about setting a limit on the total number of rentals in the city.

City Manager Rodriguez explained the need to receive details from Council as to why they want a limit on the total number of short-term rental licenses.

Council Member Burk explained that short-term rentals are a policy concern because they take away residential housing.

**MOTION:** made by Council Member Coleman-Woods, seconded by Council Member Christensen to approve the first reading of an ordinance regulating the use and licensing of short-term rentals.

Motion carried: 5-0

- C. Consider the second reading and hold a Public Hearing for an ordinance amending section 601 of the Richfield City Code of ordinances pertaining to solid waste disposal, collection, and hauling.

Council Member Coleman-Woods presented the Staff Report and opened the public hearing. No residents participated.

**MOTION:** Made by Council Member Coleman-Woods, seconded by Council Member Hayford Oleary to close the public hearing.

Motion carried: 5-0

**MOTION:** Made by Council Member Coleman-Woods, seconded by Council Member Hayford Oleary to approve the second reading amending section 601 of the Richfield City Code pertaining to solid waste disposal, collection, and hauling.

Motion carried: 5-0

Mayor Supple expressed excitement about these changes and the impact on trash flow. Council Member Coleman-Woods thanked the Sustainability Commission.

<b>ITEM #11</b>	<b>RESOLUTIONS</b>
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None.

<b>ITEM #12</b>	<b>OTHER BUSINESS</b>
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- A. Consideration of the appointment of Rose Thompson to Sustainability Commission.

Council Member Burk presented the staff report.

**MOTION:** made by Council Member Burk, seconded by Council Member Hayford Oleary to approve appointment of Rose Thompson to Sustainability Commission.

Motion carried: 5-0

Mayor Supple thanked Rose for joining the Sustainability Commission and explained how other youth residents can be involved. Council Member Burk thanked Rose.

Mayor Supple mentioned a resident at the meeting requested he receive time to speak to the Council and that it would occur after the City Manager’s Report and Council Discussion.

<b>ITEM #13</b>	<b>CITY MANAGER’S REPORT</b>
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City Manager Rodriguez shared information regarding Mr. Lowry’s concerns of speeding. City Manager Rodriguez shared an update about the work Public Safety has done over the past two years to mitigate these concerns including increasing patrols, arrests, citations issued, speed tracking signs, and reports completed.

<b>ITEM #14</b>	<b>COUNCIL DISCUSSION</b>
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A. Hats off to Hometown Hits.

Mayor Supple gave a hats off to solid waste specialist Zach McCarty for his work around the 494 construction.

Council Member Christensen gave a hats off to the paper shredding event September 4 at the Richfield Ice Arena.

Council Member Coleman-Woods gave a hats off to Coach Ty, who recently lost his son.

Council Member Hayford Oleary gave a hats off to the residents who attended the Penn Avenue open house and Council Member Burk for arriving before him.

Council Member Burk gave a hats off to the residents at Oliver Ave S and 65<sup>th</sup> St. area who invited him to a sit-down with residents. Council Member Burk also gave a hats off to the crews updating Donaldson Park.

Mayor Supple gave a hats off to the educators and students starting the school year.

**MOTION:** made by Mayor Supple, seconded by Council Member Burk to allow a resident to speak during open forum for 3 minutes.

Motion carried: 5-0

Phillip Lowry, Richfield resident expressed concerns related to road noise. Mr. Lowry provided additional information to Council related to his experience.

<b>ITEM #15</b>	<b>ADJOURNMENT</b>
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**MOTION:** made by Council Member Hayford Oleary, seconded by Coleman-Woods to adjourn the meeting at 8:40 p.m.

Motion carried: 5-0

To Be Approved: September 9, 2025

*Mary B. Supple*

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Mary Supple  
Mayor

*Michelle R. Friedrich*

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Michelle Friedrich  
City Clerk

*Katie Roary*

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Katie Rodriguez  
City Manager