



CITY COUNCIL MEETING MINUTES

Richfield, Minnesota

City Council Work Session

August 26, 2025

ITEM #1	CALL TO ORDER
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Mayor Supple called the work session to order at 4:33 p.m. in the Bartholomew Room.

Council Members Present: Mary Supple, Mayor; Sharon Christensen, Walter Burk, Sean Hayford Oleary, Rori A. Coleman-Woods (Arrived at 5 p.m.)

Staff Present: Katie Rodriguez, City Manager; Mary Bogie, Finance Director; Steve McDaniel, Budget, Cash, and Debt Manager; Sack Thongvanh, Assistant City Manager; Chris Fierst, Liquor Operations Manager; Melissa Poehlman, Community Development Director; Jenell Brooks, Fire Chief; Courtney DesCamps, Senior Analyst; Jay Henthorne, Director of Public Safety/Chief of Police; Jennifer Anderson, Support Services Manager; Chris Link, Deputy Public Works Director; Karl Huemiller, Recreation Services Director; Kate Aitchison, Communications and Engagement Manager; Kristin Asher, Public Works Director; Andrew Spear, IT Director; Brittany Bartlett, Equity Coordinator; Michelle Friedrich, City Clerk; and Mark McKinley, Administrative Assistant

ITEM #2	ITEM DISCUSSION
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A. Presentation of the 2025 Revised/2026 Proposed Budget and Tax Levy.

City Manager Rodriguez provided a summary of the agenda. She provided an update on the misalignment of the expenses for the 65th Street project. She stated that they will have an error correction in the 2024 audit. She presented the projected Utility fund cash balances. She displayed the impact that the 7% increase in water and storm rates will have on the utility rate. The Council asked questions related to the percentage increase. Manager Rodriguez explained that they have made 7% increases in the past.

Manager Rodriguez turned the presentation over to the Administrative Services Department Manager Sack Thongvanh. Sack presented an overview of the Administrative Services Department. He reviewed the department's funding sources. He reviewed the retirements and new hires in 2025. He displayed the 2025 revised and 2026 proposed budgets. He presented the expenditures and revenues for the department. Manager Fierst reviewed the Liquor store sales throughout the City. He presented the 2025 revised and the 2026 proposed budgets for each store location. Assistant Manager Thongvanh reviewed the investments and impacts in the 2026 proposed budget for Human Resources, City Clerk, Deputy Registrar, Building Services, IT, and Communications. Manager Fierst

reviewed the investments and impacts in the 2026 proposed budget for Liquor Operations. Manager Thongvanh reviewed the unfunded items in the Administrative Services Department.

Director Poehlman provided an overview of the Community Development Department. She discussed the department's funding sources. She reviewed the changes within the department. She presented the 2025 revised budget and the 2026 proposed budget. She presented the investments and impacts in Community Development for 2026.

Manager McDaniel provided the Finance Department overview. He reviewed the 2025 revised budget and the 2026 proposed budget. He presented the investments and impacts for the Finance Department in 2026.

Fire Chief Brooks provided a department overview. She reviewed the 2025 revised budget and the 2026 proposed budget. She discussed the investments and impacts in the Fire Department for 2026. She reviewed the unfunded items in the department. She provided more details on the calls that the department receives.

Mayor Supple recessed the meeting briefly for dinner at 5:30 p.m.

Analyst DesCamps provided an overview of the Legislative/Executive department. She reviewed the 2025 revised and 2026 proposed budgets. She discussed the investments and impacts within the department for 2026. She reviewed the unfunded items in the department.

Director Henthorne provided an overview of the Public Safety department. Manager Anderson reviewed the Support Services division overview. Director Henthorne presented the 2025 revised budget and the 2026 proposed budget for the department. Manager Anderson reviewed the Support Services budgets and the revenues. Director Henthorne discussed the investments and impacts for Public Safety in 2026. He reviewed the budget forecast. He discussed the unfunded items in Public Safety. Council asked a budgeting question relating to where the contract with Bloomington Health is reflected. Manager Anderson stated that it is listed under the Support Services budget.

Director Asher provided the Public Works department overview. She discussed the service delivery. She stated the department's mission and the core services. She presented the general fund 2025 revised budget and the 2026 proposed budget. Director Link presented the central garage budgets. He discussed the postponed purchases. Director Asher reviewed the enterprise fund budgets. She discussed the investments and impacts in the public works department in 2026. Director Link reviewed the public works unfunded items. Council discussed public street maintenance and noted that they would like to see more money put into these issues.

Director Huemiller provided a department overview of the Recreation Services budgets. He reviewed the general fund divisions. He also reviewed the special revenue fund. He presented the 2025 revised and 2026 proposed budgets. He reviewed the 2025 revised and the 2026 proposed budget for the special revenue fund. He discussed the investments and impacts in Recreation Services for 2026. He reviewed the unfunded items.

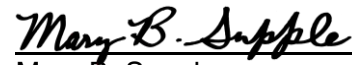
Council discussed the need for stop sign and warning sign replacements. Council also noted that they think that the asphalt trail replacements are necessary for safety. Council stated that tree planting is very behind where it should be; they noted that they would like to see support behind the \$25,000/ year for the planting. Mayor Supple asked for feedback

on the Levy increase to implement these projects. Council stated that they would be in favor of increasing the levy to support these items.

ITEM #3	ADJOURNMENT
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Mayor Supple adjourned the work session at 6:56 p.m.

To Be Approved: September 9, 2025



Mary B. Supple
Mayor



Michelle Friedrich
City Clerk



Katie Rodriguez
City Manager