



Richfield City Council Agenda

March 10, 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 February 17, (2) City Council Work Session from February 24, 2026, and (3) Regular City Council Meeting from February 24, 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 celebrating Women's History Month**
7. **Consent Calendar**

Consent Calendar contains several separate items, which are acted upon by the City Council in one motion. Once the Consent Calendar has been approved, the individual items and recommended actions have also been approved. No further Council action on these items is necessary. However, any Council Member may request that an item be removed from the Consent Calendar and placed on the regular agenda for Council discussion and action. All items listed on the Consent Calendar are recommended for approval.

 - a. **Approve Disbursements/Claims**
 - b. **Consider approval of a resolution authorizing staff to accept a Hennepin County Lifeguard Services Grant in the amount of \$50,000 to assist with funding the hiring and retention of lifeguard staff at the Richfield Outdoor Pool, and authorizing staff to enter into the grant agreement and execute the funds as prescribed.**
 - c. **Consider the approval of a resolution authorizing City of Richfield Recreation Services Director Karl Huemiller to submit a Minnesota Department of Natural Resources Outdoor Recreation Grant in the amount of \$500,000 for the Veterans Park Improvement Project on behalf of the City of Richfield, and is authorized to execute such agreements as necessary to implement the project.**
 - d. **Consider approval of a resolution authorizing staff to enter into a Source Water Protection Grant Agreement with the Minnesota Department of Health for a grant in the amount of \$11,208.26 to be used in support of Richfield's Cross Connection and Backflow Prevention Program.**
8. **Consideration of Items, if Any Removed From Consent Calendar**
9. **Public Hearings**
10. **Proposed Ordinances**
11. **Resolutions**
 - a. **Labor Agreement with The International Association of Firefighters, Local 1215 (firefighters, lieutenants, and captains) for 2026-2027.**
 - b. **Consider a resolution of support for Metro Transit's recommendation to route the K Line Bus Rapid Transit line on Nicollet Avenue through Richfield.**
 - c. **Consider approval of a resolution authorizing the Mayor and City Manager to execute a Memorandum of Understanding with MnDOT related to future improvements at the 76th Street and I-35W interchange.**
 - d. **Consider a resolution approving the project layout and providing Municipal Consent for Phase 2 of the I-494 Corridor Vision Project and repealing Resolution No. 12397.**
12. **Other Business**
 - a. **Consider approval of allocation of awards and agreements for services with the**

recommended non-profit organizations and authorize the Mayor and City Manager to execute agreements for services between the City of Richfield and the non-profit organizations.

- b. **Consideration of alternate appointment to fill vacancy on Advisory Board of Health.**

13. City Manager's Report

14. Council Discussion

- a. **Hats off to Hometown Hits**
- b. **Council Liaison Reports**

15. Adjournment

Auxiliary aids for individuals with disabilities are available upon request. Requests must be made at least 96 hours in advance to the City Clerk at 612-861-9739.

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



CITY COUNCIL MEETING MINUTES

Richfield, Minnesota

City Council Work Session

February 17, 2026

ITEM #1	CALL TO ORDER
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Mayor Supple called the work session to order at 5:45 p.m. in the Council Chambers.

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

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

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

ITEM #2	ITEM DISCUSSION
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- a. Discussion of a draft Emergency Pre-Eviction Notice Ordinance.

Community Development Director Poehlman presented the draft emergency ordinance extending the pre-eviction notice period for nonpayment of rent from 14 to 30 days due to income disruptions from Operation Metro Surge. Community Development Director Poehlman noted the emergency pre-eviction notice ordinance preserves evictions for non-financial reasons and maintains existing enforcement policies. Staff expressed support for the temporary measure, noting potential impacts on both tenants and landlords. Community Development Director noted preliminary landlord feedback was mixed with concerns about shifting financial burdens and accumulating tenant debt. Community Development Director Poehlman reported \$12,000 of the \$50,000 allocation to VEAP of rental assistance funds have been distributed with additional monetary donations raised by community support.

Council voiced general support for the emergency ordinance and provided staff direction.

ITEM #3	ADJOURNMENT
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Mayor Supple adjourned the work session at 5:51 p.m.

Date Approved: March 10, 2026

Mary B. Supple
Mayor

Michelle Friedrich
City Clerk

Katie Rodriguez
City Manager



CITY COUNCIL MEETING MINUTES

Richfield, Minnesota

City Council Work Session

February 24, 2026

ITEM #1	CALL TO ORDER
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Mayor Supple called the work session to order at 5:30 p.m. in the Bartholomew Room.

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; Karl Huemiller, Recreation Director; Jill Murphy, Recreation Program Manager; Kris Wieby, Facilities/Program Manager; Rachel Lindholm, Recreation Coordinator; Courtney DesCamps, Senior Analyst; and Michelle Friedrich, City Clerk.

Guests: Will Forbord, Loeffler Construction; Edie Sebesta, U+B Architects; and Chuck Evans, Damon Farber Landscape Architects.

ITEM #2	ITEM DISCUSSION
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a. Climate Action Plan (CAP)

Recreation Coordinator Lindholm presented an overview of the updated Climate Action Plan, and noted the plan adopts state emission reduction goals, aligns with the Comprehensive Plan, and introduces new elements including a "climate snapshot" highlighting local climate trends, a vulnerability assessment identifying disproportionately affected populations, and two new goals focused on public health/emergency preparedness and strengthening internal city capacity.

Council and staff discussion included concerns about LED streetlight brightness and color temperature, with staff coordinating with Public Works on options, and questions about how sustainability efforts are being incorporated into projects such as Wood Lake, Veterans Park, and the future community center, with staff confirming ongoing integration of Climate Action Plan goals into those initiatives.

Council discussed further integrating natural resource and sustainability goals into city planning, including connections between the Climate Action Plan, Comprehensive Plan, and Parks Master Plan, as well as tree canopy expansion and building retrofits. Staff confirmed the updated plan will guide future planning efforts and retain a five-year blueprint with both continued and new actions. Council supported moving the Climate Action Plan forward for approval.

b. Veteran’s Park Improvements

Recreation Director Huemiller presented the Vision Plan phased improvements to enhance Veteran’s Park accessibility, sustainability, and overall user experience. Key updates include creating a clearer 1.5-mile primary loop trail that is ADA-accessible and multi-use, consolidating redundant paved paths, improving neighborhood connections, and shifting portions of the trail closer to the water and farther from residential areas. The Veterans Memorial will be better integrated into the park through looped trail alignment and surrounding native prairie plantings. Turf areas will be reduced and converted to native prairie to improve environmental sustainability, with an initial intensive maintenance period followed by lower long-term upkeep. A wildlife viewing platform is proposed as a cost-effective alternative to replacing the former floating boardwalk, alongside habitat restoration to enhance visibility and birdwatching opportunities.

Council and staff reviewed additional priorities that include establishing a new Memorial Garden near the bandshell as a peaceful community remembrance space, with initial infrastructure installed as funding allows. Staff noted the pavilion area will be reorganized to improve flow and functionality during events, including crushed stone surfacing to support vendors, added overstory shade trees, and clearer vehicle access controls. Building repairs to the golf structure and other targeted improvements are also included. Council and staff reviewed light levels, trail surfaces and experiences, accessibility, and the wildlife viewing platform. Council noted including a long-term plan for arena lighting. Staff and Council reviewed other future priorities include mini-golf restroom updates, and repairs to arena cedar soffits, fascia, and board installation.

Staff reviewed cost estimates of targeted improvements, by priority order, and noted implementation will be guided by identified priorities and available funding. Council expressed general support for the plan’s focus on accessibility, sustainability, connectivity, and thoughtful integration of trails and gathering and memorial spaces.

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

Date Approved: March 10, 2026

Mary B. Supple
Mayor

Michelle Friedrich
City Clerk

Katie Rodriguez
City Manager



CITY COUNCIL MEETING MINUTES

Richfield, Minnesota

Council Regular Meeting

February 24, 2026

ITEM #1	CALL TO ORDER
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The meeting was called to order by Mayor Supple at 7:06 p.m. on February 24, 2026, in the Council Chambers.

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

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

Staff Present: Katie Rodriguez, City Manager; Joe Powers, City Attorney; Mary Tietjen, City Attorney; and Michelle Friedrich, City Clerk.

Guests: None.

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

ITEM #3	APPROVAL OF AGENDA
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MOTION: made by Council Member Hayford Oleary, seconded by Council Member Coleman-Woods to approve the agenda 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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MOTION: made by Council Member Burk, seconded by Council Member Hayford Oleary to approve the minutes of the (1) City Council Work Session from February 10, 2026, and (2) City Council Regular Meeting from February 10, 2026.

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

Motion carried: 5-0

ITEM #5	OPEN FORUM
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Mayor Supple noted the individuals wishing to speak during Open Forum and 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.

Six residents addressed the Council during the Open Forum opportunity.

Birgit Johnson, Richfield resident, expressed concern about current immigration enforcement tactics. Ms. Johnson noted she does not oppose immigration enforcement, but disagrees with immigration and customs enforcement’s harsh methods and a lack of accountability.

Jacob Poppe, Richfield resident, voiced concern regarding automated license plate readers (ALPRs) in the community. Mr. Poppe opined that ALPR cameras threaten privacy by continuously tracking movements without warrants or probable cause. Mr. Poppe urged the City Council to remove the installed FLOCK cameras, end the FLOCK contract, and prevent future ALPR use in Richfield.

Erica Klein, Richfield resident, proposed a temporary towing moratorium to protect families who, due to fear of immigration enforcement, cannot access or move their cars, highlighting existing flexibility in street parking enforcement.

Nick Trautner, Richfield resident, opined that laws only work when people have faith in them, criticized police for failing to protect the community from immigration and customs enforcement during Operation Metro Surge, and warned that without accountability, residents feel compelled to protect themselves, questioning the police’s role and purpose.

Scott Dahlquist, Richfield resident, veteran, and retired officer criticized harsh ICE enforcement, highlighted its harm to residents, and urged federal reforms to expand legal immigration and citizenship pathways while upholding America’s founding principles of equality and rights.

Ginny Morin, Richfield resident, asked the Council to stop funding economic losses from ICE operations, arguing that business closures and other impacts are consequences of civil disobedience or illegal actions. Ms. Morin emphasized that individuals make choices and must face the results, and that city funds should not cover these losses for residents or businesses.

Ava McKnight, Richfield resident, raised concerns about excessive lighting in Richfield, citing public health impacts, safety hazards from blinding lights, and environmental effects on wildlife. Ms. McKnight noted issues at Vets Park, the ice arena, community gardens, and a public works building, emphasizing the negative effects on residents and the surrounding environment.

ITEM #6	PROCLAMATIONS AND PRESENTATIONS
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- a. Proclamation Celebrating Black History Month.

Mayor Supple read the proclamation and presented to Michael Zazzara, Human Rights Commission.

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

a. Approve Disbursements/Claims

U.S. BANK	2-13-2026
A/P Checks/ETF's: (1/31/2026- thru 2/13/2026)	\$4,696,284.35
Payroll (2/13/2026)	\$1,036,473.80
TOTAL	\$5,732,758.15

- b. Consider the approval of engineering consultant pool agreements between the City and the selected engineering firms for routine professional engineering services for calendar years 2026 through 2030.
- c. Consider an Emergency Ordinance to temporarily extend Pre-eviction Notice requirements.

**BILL NO. 2026-04
EMERGENCY ORDINANCE TO TEMPORARILY EXTEND PRE-EVICTION NOTICE REQUIREMENTS**

MOTION: made by Council Member Coleman-Woods, seconded by Council Member Burk to approve consent calendar items 7a-c 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 #8	CONSIDERATION OF ITEMS, IF ANY, REMOVED FROM CONSENT CALENDAR
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None.

ITEM #9	PUBLIC HEARINGS
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None.

ITEM #10	PROPOSED ORDINANCES
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None.

ITEM #11	RESOLUTIONS
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None.

ITEM #12	OTHER BUSINESS
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None.

ITEM #13	CITY MANAGER’S REPORT
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City Manager Rodriguez reported on public feedback from the last council meeting, noting updates to police dispatch procedures for federal agent interactions and continued rental assistance coordination with VEAP.

City Manager Rodriguez noted the Transportation Commission submitted the following recommendation to the City Council to consider:

Directly in response to Operation Metro Surge, the Transportation Commission recommended to City Council to cease the impoundment of abandoned vehicles, excluding instances where the vehicle poses a threat to public safety, and that the City does not issue associated City fines for the impoundment of the vehicle. If fees must be assigned, the Commission recommends the opportunity for fees to be retroactively waived should proof of detainment resulting in the abandonment of the vehicle be provided.

City Manager Rodriguez shared that relaxing the city’s enforcement of abandoned vehicles is likely to have unintended consequences as one of the most common code complaints is illegally parked vehicles. However, cars may be left in a legal parking space, including on the street, for 48 hours. In addition, Public Safety staff have confirmed with the city’s towing contractor that if vehicle owners can submit proof that the car was abandoned as the result of immigration enforcement, they will only be charged for the towing fee and 1 day’s storage.

City Manager Rodriguez proposed a social services contract with the Richfield Leadership Network (RLN) for an initial amount of \$5,000, to be increased to a maximum of \$10,000 if needed, to reimburse Richfield residents for towing and impound fees related to immigration enforcement. The City Council directed staff to bring back a draft agreement at a future meeting.

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

Council Member Christensen noted the hometown guide, released this spring, is well-organized and highlights numerous social activities and events for community involvement starting next month.

Council Member Coleman-Woods thanked the City of Richfield and the community for their support following the death of her father-in-law, Pastor James Willie Woods, highlighting his journey from Mississippi, his sacrifices, faith, and the legacy he instilled in his family.

Mayor Supple thanked Margaret Perez and host Armando for their outreach efforts and referenced an interview with La Raza Radio and thanked the League of Women Voters. Mayor Supple noted collaboration with local business owners, and highlighted ongoing participation in “Cities for Safe and Stable Communities,” including recent meetings with Senator Smith, and upcoming discussions with Governor Walz.

b. Council Liaison Reports

None.

ITEM #15	ADJOURNMENT
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MOTION: made by Council Member Hayford O'leary seconded by Council Member Burk to adjourn the meeting at 7:45 p.m.

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

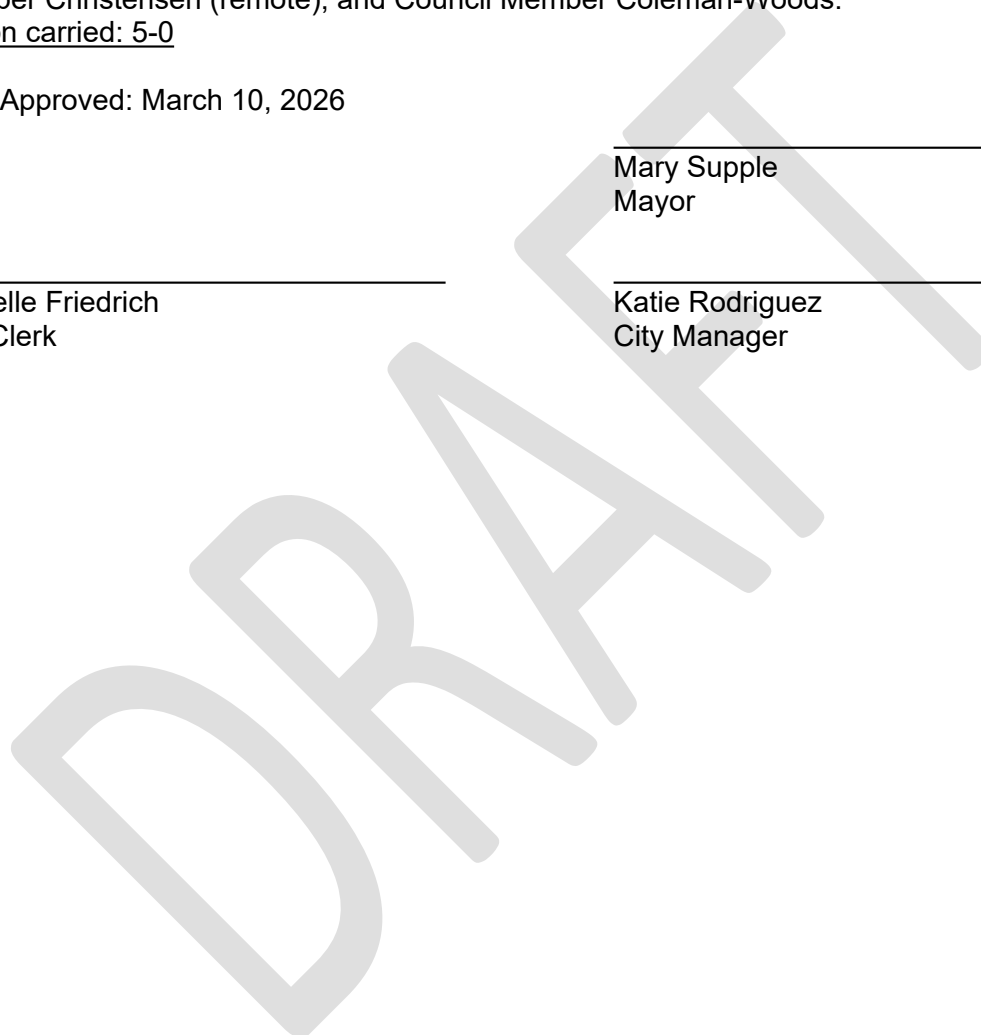
Motion carried: 5-0

Date Approved: March 10, 2026

 Mary Supple
 Mayor

 Michelle Friedrich
 City Clerk

 Katie Rodriguez
 City Manager





OPEN FORUM

REGISTRATION CARD

Date 3/10/23

Name ANA McKnight

Richfield Resident? YES NO

Email [REDACTED]

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

Topic Vet Renake

Comments consult community - especially breeders

Light glare create unsafe & affect wildlife

Thank you for your work & consideration

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 3/10/26

Name Alicia Waters

Richfield Resident? YES / NO

Email [REDACTED]

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

Topic outdoor lighting at night

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 Ginny Martin

Richfield Resident? YES / NO

Email _____

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

Topic 12 A - Allocation of
Awards + Agreements

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 3/10

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 + FLOCK CAMERAS

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 3/19/26

Name Theresa Guthrie

Richfield Resident? YES / NO

Email [REDACTED]

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

Topic Mental Health + Gratitude

Comments Chief O'Brian talking about mental health
ICS ought to pay - not just for police, but for all
citizens affected by their terror - for mental health
services

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 3/10/24

Name Marjorie Herdes

Richfield Resident? YES / NO

Email [REDACTED]

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

Topic ICE & democracy

Comments Thank-you for listening.

Take all voices into consideration.

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

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



Proclamation of the City of Richfield

WHEREAS, Women’s History Month is for celebrating the achievements of all women; including women of color, women of the LGBTQIA2S+ community, women of all abilities, and women of all religions; and

WHEREAS, women of the Indigenous Nation of the Dakota Peoples have lived on this land now known as the City of Richfield, for thousands of years; and

WHEREAS, President Jimmy Carter declared the week of March 7th Women’s History Week and later the United States Congress declared March Women’s History Month in 1987; and

WHEREAS, women have served courageously throughout our history in all aspects of our society, and deserve to be recognized and respected for all their contributions; and

WHEREAS, the City of Richfield was honored to have the first Latina Mayor Maria Regan Gonzalez, in the state of Minnesota; and

WHEREAS, the City has a number of women representing the first in their department - Kristin Asher is the first woman Public Works Director, Melissa Poehlman is the first woman Community Development Director and Jenell Brooks is the first woman Fire Chief of the City of Richfield; and

WHEREAS, Edwina Garcia, former Richfield council member, served as the first Hispanic woman in the Minnesota State House of Representatives; and

WHEREAS, Debbie Goettel was the first woman mayor of the City of Richfield; and

WHEREAS, The City of Richfield is in Minnesota’s 5th congressional district and is represented by the first Somali Congresswoman, Ilhan Omar; and

WHEREAS, The City of Richfield affirms its commitment to supporting and uplifting women of all races, abilities, and religions to ensure a better future for all members of our community.

NOW, THEREFORE, I, MARY B. SUPPLE, Mayor of the City of Richfield, do proclaim the month of March 2026 as Women’s History Month in the City of Richfield and call on the people of Richfield to observe this month with appropriate programs, activities, and ceremonies, and continue to honor the contributions of Women Americans throughout year.

PROCLAIMED this 10th day of March, 2026.

Mary B. Supple, Mayor



Report Prepared By:

John Evans, Analyst

Department Director:

Karl Huemiller, Recreation Director

Item for Consideration:

Consider approval of a resolution authorizing staff to accept a Hennepin County Lifeguard Services Grant in the amount of \$50,000 to assist with funding the hiring and retention of lifeguard staff at the Richfield Outdoor Pool, and authorizing staff to enter into the grant agreement and execute the funds as prescribed.

EXECUTIVE SUMMARY

The Richfield Outdoor Pool has a primary mission to provide state-of-the-art services for the community. In pursuit of this, Richfield Recreation Services applied for, and was awarded, a Hennepin County Lifeguard Services Grant in the amount of \$50,000 to assist with the hiring and retention of lifeguards at the Richfield Pool. The grant assists with providing competitive wages and financial incentives to encourage retention of summer staff for the entire season. With Council approval, staff will enter into the grant agreement and execute the funds as prescribed by Hennepin County.

RECOMMENDED ACTION

BY MOTION: Approve the resolution authorizing staff to accept a Hennepin County Lifeguard Services Grant in the amount of \$50,000 to assist with the hiring and retention of lifeguard staff at the Richfield Outdoor Pool, and authorizing staff to enter into the grant agreement and execute the funds as prescribed by Hennepin County.

HISTORICAL CONTEXT

Richfield has received the Hennepin County Lifeguard Services Grant in the past, which has been crucial to hiring and retaining lifeguards at the Richfield Outdoor Pool, helping to fund competitive wages and bonuses for lifeguards who remain on duty for the full season. To accept and process the grant, Richfield City Council must approve the attached resolution.

EQUITABLE OR STRATEGIC CONSIDERATIONS OR IMPACTS

Equity: This grant will allow the City to provide a full season of service at the Richfield Pool by helping to ensure a full staff of lifeguard personnel. The success of the Richfield Pool depends on the hiring and retention of this crucial staff.

Strategic: This grant helps to meet the strategic priority of equity and inclusion by offering the use of this facility for use to all people, including traditionally excluded groups.

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

City Council approval is required for the acceptance of the grant, as well as the authorization of staff to proceed with the grant agreement and execution.

CRITICAL TIMING ISSUES

In order to ensure a full and successful pool season, City Council approval of the resolution is required at this meeting.

FINANCIAL IMPACT

The grant will assist with the wages and retention incentive bonuses that make hiring a full complement of lifeguards possible at the Richfield Pool.

LEGAL CONSIDERATIONS

None

ALTERNATIVE RECOMMENDATION(S)

ATTACHMENTS

1. 2026-03-10 Henn Co Lifeguard Grant Acceptance

RESOLUTION NO.

RESOLUTION AUTHORIZING STAFF TO ACCEPT A HENNEPIN COUNTY LIFEGUARD SERVICES GRANT IN THE AMOUNT OF \$50,000, AWARDED TO RICHFIELD RECREATION SERVICES TO FUND THE RECRUITMENT AND HIRING OF LIFEGUARDS AT THE RICHFIELD OUTDOOR POOL, AND ENTER INTO THE GRANT AGREEMENT AND EXECUTE THE FUNDS AS PRESCRIBED BY HENNEPIN COUNTY.

WHEREAS, Hennepin County, via the Hennepin Youth Grants Program, has awarded the City of Richfield with a \$50,000 grant to assist with the hiring and retention of youth lifeguards; and

WHEREAS, Richfield Recreation is beginning the recruitment of lifeguards for the Richfield Outdoor Pool season and is ready to accept the grant and proceed with staffing efforts to ensure a full and successful pool season; and

WHEREAS, Minnesota Statute 465.03 reads in part as follows:

Any city, county, school district or town may accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor. Nothing herein shall authorize such acceptance or use for religious or sectarian purposes. Every acceptance shall be by resolution of the council adopted by two-thirds majority of its members, expressing such terms in full.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Richfield, Minnesota, that Recreation Services staff is hereby authorized to accept a Hennepin County Lifeguard Services grant in the amount of \$50,000 to fund the recruitment and hiring of lifeguards at the Richfield Outdoor Pool, and enter into the grant agreement and execute the funds as prescribed by Hennepin County.

Adopted by the City Council of the City of Richfield, Minnesota this 10th day of March, 2026.

Mary Supple, Mayor

ATTEST:

Michelle Friedrich, City Clerk



Report Prepared By:

John Evans, Analyst

Department Director:

Karl Huemiller, Recreation Director

Item for Consideration:

Consider the approval of a resolution authorizing City of Richfield Recreation Services Director Karl Huemiller to submit a Minnesota Department of Natural Resources Outdoor Recreation Grant in the amount of \$500,000 for the Veterans Park Improvement Project on behalf of the City of Richfield, and is authorized to execute such agreements as necessary to implement the project.

EXECUTIVE SUMMARY

Consistent with City Council direction and with the authorization of a Local Option Sales Tax for a park project at Veterans Memorial Park, staff has developed design and construction plans for the improvement of facilities at Veterans Memorial Park.

The City of Richfield may apply for a Minnesota Department of Natural Resources Outdoor Recreation Grant and is eligible to receive this grant with matching funds from the Local Sales Tax General Obligation Bonds. The funding request from this grant will be \$500,000.

To apply for the Outdoor Recreation Grant, the City Council must approve a resolution authorizing the Recreation Services Director to act on behalf of the City of Richfield to submit the application and process any pertinent grant agreements, if approved.

RECOMMENDED ACTION

By Motion: Approve the resolution authorizing City of Richfield Recreation Services Director Karl Huemiller to submit a Minnesota Department of Natural Resources Outdoor Recreation Grant for the Veterans Park Improvement Project on behalf of the City of Richfield, and is authorized to execute such agreements as necessary to implement the project.

HISTORICAL CONTEXT

In the General Election of November 5, 2024, Richfield voters approved the issuance of a local sales tax to fund three parks and recreation capital improvement projects: a new building at Wood Lake Nature Center, improvements to the facilities of Veterans Memorial Park, and a new Richfield Community Center building. The bonds to be used to fund the Veterans Park Project have been issued and expenses have been incurred. While the funding from these bonds will be sufficient for the planned improvements, a matching grant from the Department of Natural Resources will provide funds to enable staff to consider many alternate and additional enhancements for the project.

Staff is working with WSB Engineering to develop all of the necessary documents and materials for the grant application and has begun work with Loeffler Construction and JLG Architects to manage the work and develop a project overview.

EQUITABLE OR STRATEGIC CONSIDERATIONS OR IMPACTS

The Veterans Memorial Park project will ensure the future viability of the infrastructure at Veterans Memorial Park, including the Outdoor Pool, Ice Arena, picnic pavilion, and walking trails. Providing these facilities to the public is crucial to the mission of the Recreation Services Department and the City of Richfield to serve all of its residents.

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

- The Veterans Memorial Park project is identified in the City's capital improvement plan.
- The reimbursement resolution is standard procedure and necessary to apply for the Outdoor Recreation Grant.

CRITICAL TIMING ISSUES

In order to submit the application by the deadline defined by the Department of Natural Resources, approval of the resolution is required at this meeting.

FINANCIAL IMPACT

Adoption of the proposed resolution provides funding for the Veterans Memorial Park Project beyond the proceeds from the General Obligation Bonds and leverages this existing funding source to optimize the project and consider alternative options that will broaden and improve the scope of many aspects of the project.

LEGAL CONSIDERATIONS

The City Attorney has reviewed the resolution and will be available to answer questions.

ALTERNATIVE RECOMMENDATION(S)

None

ATTACHMENTS

1. 2026-03-10 MN DNR Grant Application-Vets Park

RESOLUTION NO. ____

RESOLUTION AUTHORIZING CITY OF RICHFIELD RECREATION SERVICES DIRECTOR KARL HUEMILLER TO SUBMIT A MINNESOTA DEPARTMENT OF NATURAL RESOURCES OUTDOOR RECREATION GRANT APPLICATION IN THE AMOUNT OF \$500,000 FOR THE VETERANS PARK IMPROVEMENT PROJECT ON BEHALF OF THE CITY OF RICHFIELD, AND IS AUTHORIZED TO EXECUTE SUCH AGREEMENTS AS NECESSARY TO IMPLEMENT THE PROJECT.

WHEREAS, the City of Richfield (hereby known as “the Applicant”) will act as legal sponsor for the Veterans Park Improvement Project (hereby known as “the project”) contained in the Outdoor Recreation Grant application to be submitted in March 2026 and that the Richfield Recreation Services Director is hereby authorized to apply to the Department of Natural Resources for funding of this project on behalf of Applicant; and

WHEREAS, the Applicant maintains an adequate Conflict of Interest Policy and, throughout the term of the contract, will monitor and report any actual or potential conflicts of interest to the State, upon discovery; and

WHEREAS, the Applicant has the legal authority to apply for financial assistance, and it has the financial capability to meet the match requirement (if any) and ensure adequate construction, operation, maintenance and replacement of the proposed project for its design life; and

WHEREAS, the Applicant has not incurred any development costs and has not entered into a written purchase agreement to acquire the property described in the Cost Breakdown section on this application; and

WHEREAS, the Applicant has fee title or permanent easement over all the land described in the boundary map or recreational site plan included in the grant application; and

WHEREAS, that, upon approval of its application by the State, the Applicant may enter into an agreement with the State for the above-referenced project, and that the Applicant certifies that it will comply with all applicable laws and regulations as stated in the grant agreement including dedicating the park property for uses consistent with the funding grant program into perpetuity.

NOW, THEREFORE BE IT RESOLVED that the Recreation Services Director is hereby authorized to execute such agreements as necessary to implement the project on behalf of the applicant.

Adopted by the City Council of the City of Richfield, Minnesota this 10th day of March, 2026.

Mary Supple, Mayor

ATTEST:

Michelle Friedrich, City Clerk



Report Prepared By:

Mattias Oddsson, Water Resources Engineer

Department Director:

Kristin Asher, Public Works Director

Item for Consideration:

Consider approval of a resolution authorizing staff to enter into a Source Water Protection Grant Agreement with the Minnesota Department of Health for a grant in the amount of \$11,208.26 to be used in support of Richfield's Cross Connection and Backflow Prevention Program.

EXECUTIVE SUMMARY

Backflow occurs when the pressure of a polluted source exceeds that of the potable water supply. This situation can result in contaminants, including hazardous chemicals and bacteria, mixing with potable water. Cross connections—an actual or potential connection between a potable and non-potable water supply—are sources of backflow problems. In 2025, Richfield partnered with HydroCorp LLC to launch a backflow and cross connection prevention program, including compliance inspections of sites with potential cross connections and a public relations program. In late 2025, staff applied for a competitive Source Water Protection grant through MDH to help support backflow and cross connection prevention work. MDH provided notice in February 2026 that the grant application was successful.

RECOMMENDED ACTION

By Motion: Approve a resolution authorizing staff to enter into a Source Water Protection Grant Agreement with the Minnesota Department of Health (MDH) for a grant in the amount of \$11,208.26 to be used in support of Richfield's Cross Connection and Backflow Prevention Program.

HISTORICAL CONTEXT

Richfield has previously received several grants from the MDH Source Water Protection Program. These grants have helped support work such as sealing high-risk wells and conducting outreach to properties with potential sources of groundwater contamination.

EQUITABLE OR STRATEGIC CONSIDERATIONS OR IMPACTS

Acceptance of this grant supports the strategic plan priorities of operational excellence and sustainable infrastructure.

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

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

CRITICAL TIMING ISSUES

Per the conditions of the grant, work cannot begin until the grant agreement is fully approved and executed. Prompt action will allow Richfield to make full use of the funding from MDH.

FINANCIAL IMPACT

- This grant will help defray the costs of the Backflow and Cross Connection Prevention program, reducing stress on the water utility budget.
- City matching funds equal to the grant award are required as part of this grant agreement, however, the City has already programmed funding for this effort in excess of the grant match requirements, so no new funding source is necessary to utilize the grant funds.

LEGAL CONSIDERATIONS

The grant agreement has been reviewed by the City Attorney.

ALTERNATIVE RECOMMENDATION(S)

None.

ATTACHMENTS

1. Resolution
2. Grant Agreement

RESOLUTION NO.

RESOLUTION AUTHORIZING THE CITY OF RICHFIELD TO ACCEPT GRANT FUNDS IN THE AMOUNT OF \$11,208.26 AND ENTER INTO A SOURCE WATER PROTECTION GRANT AGREEMENT (SWIFT CONTRACT NUMBER 284828) WITH MINNESOTA DEPARTMENT OF HEALTH FOR A BACKFLOW AND CROSS CONNECTION PREVENTION PROGRAM

WHEREAS, the Richfield Public Works Department has applied for and been awarded a Source Water Protection Grant in the amount of \$11,208.26; and

WHEREAS, the City intends to use these funds to support its backflow and cross connection prevention program; and

WHEREAS, Minnesota Statutes, section 465.03 requires every acceptance of a grant or devise of real or personal property on terms prescribed by the donor be made by resolution adopted by a two-thirds majority of the City Council.

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

1. That the City Council of the City of Richfield hereby authorizes the Mayor and City Manager to enter into the Source Water Protection Grant Agreement (SWIFT Contract Number 284828) with Minnesota Department of Health in the amount of \$11,208.26.
2. Appropriate City personnel are authorized to administer the funds in accordance with the grant agreement and terms described by the Minnesota Department of Health.

Adopted by the City Council of the City of Richfield, Minnesota this 10th day of March, 2026.

Mary B. Supple, Mayor

ATTEST:

Michelle Friedrich, City Clerk



Minnesota Department of Health Grant Agreement Cover Sheet

You have received a Grant Agreement from the Minnesota Department of Health (MDH). Information about the Grant Agreement, including funding details, are included below. Contact your MDH Grant Manager if you have questions about this cover sheet.

Attachment: Grant Agreement

Contact for MDH: Eddie Wojski, 651-201-4576, eddie.wojski@state.mn.us

Grantee SWIFT Information	Grant Agreement Information	Program & Funding Information
Name of MDH Grantee (as it appears in SWIFT): City of Richfield	SWIFT Contract Number: 284828	MDH Program Name: Drinking Water Protection
SWIFT Vendor Number: 0000197711 SWIFT Vendor Location Code: 001	Effective Date: March 13, 2026, OR the date all signatures are collected, and the agreement is fully executed, whichever is later. Expiration Date: February 26, 2027	Total State Grant Funds: \$11,208.26 Total Federal Grant Funds: \$0 Total Grant Funds (all funds): \$11,208.26

Minnesota Department of Health

Grant Agreement

This Grant Agreement is between the State of Minnesota, acting through its Commissioner of the Department of Health (“MDH”) and City of Richfield (“Grantee”). Grantee’s address is 6700 Portland Ave S, Richfield, MN 55423.

Recitals

1. MDH is empowered to enter into this Grant Agreement under Minn. Stat. §§ [144.05](#), [144.0742](#) and [§114D.50](#) Clean Water Fund.
2. MDH is in need of assisting public water suppliers to protect the source of drinking water.
3. The vision of MDH is for health equity in Minnesota, where all communities are thriving and all people have what they need to be healthy. Health equity is achieved when every person has the opportunity to attain their health potential. Grantee agrees, where applicable, to perform its work with advancing health equity as a goal.
4. Grantee represents that it is duly qualified and will perform all the activities according to the terms of this Grant Agreement.

Grant Agreement

1. Term of Agreement

1.1. **Effective Date**

March 13, 2026, or the date MDH obtains all required signatures under [Minn. Stat. § 16B.98](#), subd. 5, whichever is later. Per [Minn. Stat. § 16B.98](#), subd 7, no payments will be made to the Grantee until this Grant Agreement is fully executed. Grantee must not begin work until this Grant Agreement is fully executed and MDH’s Authorized Representative has notified Grantee that work may commence. No costs may be incurred prior to the Grant Agreement being fully executed.

1.2. **Expiration Date**

February 26, 2027, or until all obligations have been fulfilled to the satisfaction of MDH, whichever occurs first.

1.3. **Survival of Terms**

The following clauses survive the expiration or cancellation of this Grant Agreement: Liability; Financial Examinations; Government Data Practices; Tax Compliance Verification;

Ownership of Equipment and Supplies; Intellectual Property; Publicity and Endorsement; and Governing Law, Jurisdiction, and Venue.

2. Activities

2.1. **MDH's Activities**

MDH activities, in accordance with the Minnesota Department of Administration's Office of Grants Management's policies and federal regulations, may include but are not limited to financial reconciliations, site visits, programmatic monitoring of activities performed, and grant activity evaluation.

2.2. **Grantee's Activities**

Grantee, who is not a state employee, shall conduct the activities specified in Exhibit A, which is attached and incorporated into this Grant Agreement.

3. Time

Grantee is required to perform all of the activities stated in this Grant Agreement, and any incorporated exhibits, within the Grant Agreement period. MDH is not obligated to extend the Grant Agreement period. Failure to meet a deadline may be a basis for a determination by MDH's Authorized Representative that Grantee has not complied with the terms of the Grant Agreement.

4. Award and Payment

MDH will award funds to Grantee for all activities performed in accordance with this Grant Agreement.

4.1. **Grant Award**

Reimbursement will be in accordance with the agreed upon budget contained in Exhibit B, which is attached and incorporated into this Grant Agreement.

4.2. **Administrative Costs.**

Grantee agrees that administrative costs must be necessary and reasonable as a condition of this Grant Agreement pursuant to [Minn. Stat. § 16B.98](#), subd 1. Administrative costs will be reimbursed in accordance with the agreed upon budget.

4.3. **Travel Expenses**

Grantee will be reimbursed for mileage at the current IRS rate in effect at the time the travel occurred; meals and lodging expenses will be reimbursed in the same manner and in no greater amount than provided in the current "[Commissioner's Plan](#)" promulgated by the Commissioner of Minnesota Management and Budget ("MMB"); or, at the Grantee's established rate (for all travel related costs), whichever is lower, at the time travel occurred. Grantee will not be reimbursed for travel and subsistence expenses incurred outside Minnesota unless Grantee has received MDH's prior written approval for out-of-state travel. Minnesota will be considered the home state for determining whether travel is out-of-state.

4.4. **Budget Modifications**

Grantee may modify any line item in the most recently agreed-upon budget by up to 10 percent without prior written approval from MDH. Grantee must notify MDH of any modifications up to 10 percent in writing no later than the next invoice. Grantee must obtain prior written approval from MDH for line-item modifications greater than 10 percent. Grantee's failure to obtain MDH's prior approval may result in denial of modification request, loss of funds, or both. The total obligation of MDH for all compensation and reimbursements to Grantee shall not exceed the total obligation listed under "Total Obligation."

4.5. **Total Obligation**

The total obligation of MDH for all compensation and reimbursements to Grantee under this Grant Agreement will not exceed \$11,208.26.

4.6. **Terms of Payment**

4.6.1. **Invoices**

MDH will promptly pay Grantee after Grantee presents an itemized invoice for the activities actually performed and MDH's Authorized Representative accepts the invoiced activities. Invoices must be submitted at least quarterly or according to a schedule agreed upon by the Parties. The final invoice is due 30 calendar days after the expiration date of the Grant Agreement.

4.6.2. **Matching Requirements**

Grantee certifies that the following matching requirement, for the Grant Agreement will be met by Grantee:

By submitting an invoice for the total cost of the project Grantee certifies that the cost share requirement of \$11,208.26 has been met.

If the total cost of the project ends up being less than \$22,416.52, Grantee agrees to contribute a minimum cost share of 50% of the total cost of the project.

4.7. **Contracting and Bidding Requirements**

4.7.1. **Municipalities**

A grantee that is a municipality, as defined in [Minn. Stat. § 471.345](#), subd. 1, is subject to the contracting requirements set forth under [Minn. Stat. § 471.345](#). Projects that involve construction work are subject to the applicable prevailing wage laws, including those under [Minn. Stat. § 177.41](#), et. seq.

4.7.2. **Non-municipalities**

Grantees that are not municipalities must adhere to the following standards in the event that activities assigned to Grantee are to be subcontracted out to a third party:

- i. Any services or materials that are expected to cost \$100,000 or more must undergo a formal notice and bidding process.

- ii. Services or materials that are expected to cost between \$25,000 and \$99,999 must be competitively awarded based on a minimum of three verbal quotes or bids or awarded to a targeted vendor.
- iii. Services or materials that are expected to cost between \$10,000 and \$24,999 must be competitively awarded based on a minimum of two verbal quotes or bids or awarded to a targeted vendor.
- iv. Grantee must take all necessary affirmative steps to assure that targeted vendors from businesses with active certifications through the following entities are used when possible:
 - 1) Minnesota Department of Administration's Certified Targeted Group, Economically Disadvantaged and Veteran-Owned Vendor List (<https://mn.gov/admin/osp/government/procuregoodsandgeneralservices/tgedvo-directory/>);
 - 2) Metropolitan Council's Targeted Vendor list: Minnesota Unified Certification Program (<https://mnucp.metc.state.mn.us/>); or
 - 3) Small Business Certification Program through Hennepin County, Ramsey County, and City of St. Paul: Central Certification Program (<https://cert.smwbe.com/>).
- v. Grantee must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, awarding and administration of contracts.
- vi. Grantee must maintain support documentation of the purchasing or bidding process utilized to contract services in their financial records, including support documentation justifying a single/sole source bid, if applicable.
- vii. Notwithstanding parts (i) through (iv) above, MDH may waive the formal bidding process requirements when:
 - Vendors included in response to a competitive grant request for proposal process were approved and incorporated as an approved work plan for the Grant Agreement or
 - There is only one legitimate or practical source for such materials or services and Grantee has established that the vendor is charging a fair and reasonable price.
- viii. Projects that involve construction work of \$25,000 or more, are subject to applicable prevailing wage laws, including those under [Minn. Stat. §§ 177.41](#) through 177.50.
- ix. Grantee must not contract with vendors who are suspended or debarred by the State of Minnesota or the federal government. The list of debarred vendors in Minnesota is available at: [Suspended/Debarred Vendors](#) (<https://mn.gov/admin/osp/government/suspended-debarred/>). The list of suspended and debarred entities by the federal government is available at www.sam.gov.

5. Conditions of Payment

All activities performed by Grantee pursuant to this Grant Agreement must be performed in accordance with the terms of this Grant Agreement, as determined in the sole discretion of MDH's Authorized Representative. Furthermore, all activities performed by Grantee must be in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. Applicable state laws include, but are not limited to, the Minnesota Human Rights Act ([Minn. Stat. ch. 363A](#)) which prohibits discrimination on the basis of race, color, creed, religion, national origin, sex, gender, identity, sexual orientation, age, marital status, public assistance status, familial status, and disability. MDH will not pay Grantee for work that MDH determines is noncompliant with the terms and conditions of this Grant Agreement or performed in violation of federal, state, or local law, ordinance, rule, or regulation.

6. Requirements for Other Legal Agreements

- 6.1. Grantee must utilize a formal legal agreement if it engages with another party to carry out a portion of the activities listed in this Grant Agreement. Grantee must provide timely notice to MDH of any such agreement prior to the other party/ies performing work under this Grant Agreement. Such notice must include the name of the other party; description of the activities to be performed; dates activities will be performed; and the total budget.
- 6.2. Grantee must monitor the activities of the other party/ies to ensure funds are used for authorized purposes; is in compliance with the terms and conditions of the legal agreement, [Minn. Stat. § 16B.97](#), subd. 4(a)(1), and other relevant statutes and regulations; and that performance goals are achieved.
- 6.3. If MDH becomes aware of unsatisfactory performance and or noncompliance, MDH reserves the right to require Grantee to terminate the legal agreement with the other party.
- 6.4. No legal agreement with any other party shall terminate or in any way affect the legal responsibility of the Grantee to MDH for timely and satisfactory performance of the Grant Agreement.
- 6.5. Grantee and the other party must not enter into a legal agreement with vendors who are suspended or debarred by the State of Minnesota or the federal government. The list of debarred vendors in Minnesota is available at: [Suspended/Debarred Vendors \(https://mn.gov/admin/osp/government/suspended-debarred/\)](#). The list of suspended and debarred entities by the federal government is available at [www.sam.gov](#).

7. Authorized Representatives

7.1. *MDH's Authorized Representative*

MDH's Authorized Representative for purposes of administering this Grant Agreement is Eddie Wojski, SWP Grant Coordinator, 625 Robert Street N., PO Box 64975, St. Paul, MN 55164-0975, 651-201-4576, and eddie.wojski@state.mn.us, or their successor, and has the responsibility to monitor Grantee's performance and the final authority to accept the activities performed under this Grant Agreement. If the activities performed are satisfactory, MDH's Authorized Representative will certify acceptance on each invoice submitted for payment.

7.2. **Grantee's Authorized Representative**

Grantee's Authorized Representative is Mattias Oddsson, Water Resources Engineer, 6700 Portland Ave S, Richfield, MN 55423, 612-861-9797, and moddsson@richfieldmn.gov, or their successor. Grantee's Authorized Representative has full authority to represent Grantee in fulfillment of the terms, conditions, and requirements of this Grant Agreement. If Grantee selects a new Authorized Representative at any time during this Grant Agreement, Grantee must immediately notify MDH's Authorized Representative in writing, via e-mail or letter.

8. **Assignment, Amendments, Waiver, and Grant Agreement Complete**

8.1. **Assignment**

Grantee shall neither assign nor transfer any rights or obligations under this Grant Agreement.

8.2. **Amendments**

If there are any amendments to this Grant Agreement, they must be in writing. Amendments will not be effective until they have been executed and approved by MDH and Grantee.

8.3. **Waiver**

If MDH fails to enforce any provision of this Grant Agreement, that failure does not waive the provision or MDH's right to enforce it.

8.4. **Grant Agreement Complete**

This Grant Agreement, and any incorporated exhibits, contains all the negotiations and agreements between MDH and Grantee. No other understanding regarding this Grant Agreement, whether written or oral, may be used to bind either party.

9. **Liability**

Grantee must indemnify and hold harmless MDH, its agents, and employees from all claims or causes of action, including attorneys' fees incurred by MDH, arising from the performance of this Grant Agreement by Grantee or Grantee's agents or employees. This clause will not be construed to bar any legal remedies Grantee may have for MDH's failure to fulfill its obligations under this Grant Agreement. Nothing in this clause may be construed as a waiver by Grantee of any immunities or limitations of liability to which Grantee may be entitled pursuant to [Minn. Stat. ch. 466](#), or any other statute or law.

10. **Financial Examinations**

The relevant books, records, documents, and accounting procedures and practices of Grantee and any entity with which Grantee has engaged in carrying out the purpose of this Grant Agreement are subject to examination under [Minn. Stat. § 16B.98](#), subd. 8. Examinations may be conducted by MDH, the Minnesota Commissioner of Administration, the Minnesota State Auditor, Attorney General, or and the Minnesota Legislative Auditor, as appropriate, for a minimum of six years from the end of this Grant Agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

11. Government Data Practices

MDH, Grantee, and any other entity that the Grantee has contracted with to fulfill the purpose of this Grant Agreement, must comply with the Minnesota Government Data Practices Act, [Minn. Stat. ch. 13](#), as it applies to all data provided by MDH under this Grant Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by Grantee under this Grant Agreement pursuant to [Minn. Stat. § 13.05](#), subd. 11(a). The civil remedies of [Minn. Stat. § 13.08](#) apply to the release of the data referred to in this clause by either Grantee or MDH.

If Grantee receives a request to release the data referred to in this clause, Grantee must immediately notify MDH. MDH will give Grantee instructions concerning the release of the data to the requesting party before any data is released. Grantee's response to the request must comply with the applicable law.

12. Tax Compliance Verification

Pursuant to [Minn. Stat. § 270C.65](#), subd. 3, and all other applicable laws, Grantee consents to disclosure of its Social Security Number (SSN), Individual Tax Identification Number (ITIN), Employer Identification Number (EIN), and Minnesota Tax Identification Number (TIN), all of which have already been provided to MDH, federal and state tax agencies, and state personnel involved in the payment of state obligations. As may be applicable, these identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file tax returns and pay delinquent tax liabilities, if any, or pay other state liabilities.

13. Ownership of Equipment and Supplies

13.1. *Equipment*

"Equipment" is defined as tangible personal property having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds \$10,000. MDH shall have the right to require transfer of all Equipment purchased with grant funds (including title) to MDH or to an eligible non-State party named by MDH. MDH may require the transfer of Equipment if the grant program is transferred to another grantee. At the end of this Grant Agreement, grantee must contact MDH's Authorized Representative for further instruction regarding the disposition of Equipment.

13.2. *Supplies*

"Supplies" is defined as all tangible personal property other than those described in the definition of Equipment. Grantee must notify MDH's Authorized Representative regarding any remaining Supplies with an aggregate market value of \$10,000 or more for further instruction regarding the disposition of those Supplies. For the purpose of this section, Supplies includes but is not limited to computers and incentives.

14. Ownership of Materials and Intellectual Property Rights

14.1. *Ownership of Materials*

"Materials" is defined as any inventions, reports, studies, designs, drawings, specifications, notes, documents, software, computer-based training modules, and other recorded materials in whatever form. Grantee shall own all rights, title, and interest in all of the

materials conceived, created, or otherwise arising out of the performance of this Grant Agreement by it, its employees, or subgrantees, either individually or jointly with others.

Grantee hereby grants to MDH a perpetual, irrevocable, no-fee license and right to reproduce, modify, distribute, perform, make, have made, and otherwise use the Materials for any and all purposes, in all forms and manners that MDH, in its sole discretion, deems appropriate. Grantee shall, upon the request of MDH, execute all papers and perform all other acts necessary to document and secure this right and license to the Materials by MDH. At the request of MDH, Grantee shall permit MDH to inspect the original Materials and provide a copy of any of the Materials to MDH, without cost, for use by MDH in any manner MDH, in its sole discretion, deems appropriate.

14.2. *Intellectual Property Rights*

Grantee represents and warrants that Materials produced or used under this Grant Agreement do not and will not infringe upon any intellectual property rights of another including but not limited to patents, copyrights, trade secrets, trade names, and service marks and names. Grantee shall indemnify and defend MDH, at Grantee's expense, from any action or claim brought against MDH to the extent that it is based on a claim that all or parts of the materials infringe upon the intellectual property rights of another. Grantee shall be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages including, but not limited to, reasonable attorney fees arising out of this Grant Agreement, amendments and supplements thereto, which are attributable to such claims or actions. If such a claim or action arises or in Grantee's or MDH's opinion is likely to arise, Grantee shall at MDH's discretion either procure for MDH the right or license to continue using the materials at issue or replace or modify the allegedly infringing materials. This remedy shall be in addition to and shall not be exclusive of other remedies provided by law.

15. Workers' Compensation

Grantee certifies that it is in compliance with [Minn. Stat. § 176.181](#), subd. 2, which pertains to workers' compensation insurance coverage. Grantee's employees and agents, and any contractor hired by Grantee to perform the work required by this Grant Agreement and its employees, will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees, and any claims made by any third party as a consequence of any act or omission on the part of these employees, are in no way MDH's obligation or responsibility.

16. Publicity and Endorsement

16.1. *Publicity*

Any publicity given to the program, publications, or activities performed resulting from this Grant Agreement, including but not limited to, websites, social media platforms, notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for Grantee or its employees individually or jointly with others, or any subgrantees, must identify MDH as the sponsoring agency. If publicity is not specifically authorized under this Grant Agreement, Grantee must obtain prior written approval from

MDH's Authorized Representative. If federal funding is being used for this Grant Agreement, the federal program must also be recognized.

16.2. Endorsement

Grantee must not claim that MDH endorses its products, services, or activities.

17. Governing Law, Jurisdiction, and Venue

This Grant Agreement, amendments and supplements to it, shall be governed by the laws of the State of Minnesota. Venue for all legal proceedings arising out of this Grant Agreement, or for breach thereof, must be in the state or federal court with competent jurisdiction in Ramsey County, Minnesota.

18. Clerical Error

Notwithstanding Clause "Assignment, Amendments, Waiver, and Grant Agreement Complete" of this Grant Agreement, MDH reserves the right to unilaterally fix clerical errors, defined as misspellings, minor grammatical or typographical mistakes or omissions, that do not have a substantive impact on the terms of the Grant Agreement without executing an amendment. MDH must inform Grantee of clerical errors that have been fixed pursuant to this paragraph within a reasonable period of time.

19. Lobbying

- 19.1. Grantee must ensure that grant funds are not used for lobbying, which includes paying or compensating any person for influencing or attempting to influence legislators or other public officials on behalf or against proposed legislation, in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, or the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
- 19.2. In accordance with the provisions of [31 USC § 1352](#), if Grantee uses any funds other than federal funds from MDH to conduct any of the aforementioned activities, Grantee must complete and submit to MDH the disclosure form specified by MDH. Further, Grantee must include the language of this section in all contracts and subcontracts, and all contractors and subcontractors must comply accordingly.
- 19.3. Providing education about the importance of policies as a public health strategy, however, is allowed. Education includes providing facts, assessment of data, reports, program descriptions, and information about budget issues and population impacts, but stopping short of making a recommendation on a specific piece of legislation. Education may be provided to legislators, public policy makers, other decision makers, specific stakeholders, and the general community.
- 19.4. By signing this Grant Agreement, Grantee certifies that it will not use any funds received from MDH to employ, contract with, or otherwise coordinate the efforts of a lobbyist, as defined in [Minn. Stat. § 10A.01](#), subd. 21. This requirement also applies to any subcontractors or subgrantees that Grantee may engage for any activities pertinent to this Grant Agreement.

20. Voter Registration Requirement

Grantee will comply with [Minn. Stat. § 201.162](#), by providing voter registration services for its employees and for the public served by Grantee.

21. Debarment, Suspension and Responsibility Certification

Federal regulation [2 CFR § 200.214](#) prohibits MDH from purchasing goods or services with federal money from any party that has been suspended or debarred by the federal government. Similarly, [Minn. Stat. §§ 16C.03](#), subd. 2, and [16B.97](#), subd. 3, provides the Commissioner of Administration with the authority to debar and suspend any party that seeks to contract with MDH.

Anyone may be suspended or debarred when it is determined, through a duly authorized hearing process, that they have abused the public trust in a serious manner. In particular, the federal government expects MDH to have a process in place for determining whether a vendor has been suspended or debarred, and to prevent such vendors from receiving federal funds.

By signing this Grant Agreement, Grantee certifies that it and its principals:

- a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from transacting business by or with any federal, state or local governmental department or agency;
- b) Have not within a three-year period preceding this Grant Agreement: a) been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (federal, state or local) transaction or contract; b) violated any federal or state antitrust statutes; or c) committed embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property;
- c) Are not presently indicted or otherwise criminally or civilly charged by a governmental entity for: a) commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (federal, state or local) transaction; b) violating any federal or state antitrust statutes; or c) committing embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statement or receiving stolen property; and
- d) Are not aware of any information and possess no knowledge that any subcontractor(s) that will perform work pursuant to this Grant Agreement are in violation of any of the certifications set forth above.

22. Incentives

When included in the approved Work Plan or Budget, the following language applies.

22.1. *Handling of Incentives*

Grantee is required to have policies and procedures in place addressing the purchasing, security, distribution, and asset tracking of incentives. All grantee staff involved in the purchase, distribution, security, and reconciling of incentives must be trained on the grantee's policies and procedures prior to the grantee placing any order for incentives. Those policies and procedures must, at a minimum, include the provisions outlined in this section.

22.2. Separation of duties

More than one Grantee staff person must be involved in the management and handling of the incentives. The Grantee staff who authorizes the purchase of incentives must not have sole physical access to the incentives. The Grantee staff who will have physical access to the incentives cannot have sole access to modify the incentives records. Handoff of incentive from one person to another must be documented.

22.3. Distribution of Incentives

Incentives may only be used for approved purposes by MDH.

- a) Only one incentive can be given to an individual per occurrence/event.
- b) Undistributed incentives must always be kept in a secure location. Incentive instruments must never be stored in any personal homes, they must always be securely stored in the grantee's business space.
- c) Grantee will purchase and have on hand no more than three months' worth of incentives at any given time. The three months' worth must be based off the most currently approved workplan. All incentives must be distributed prior to grantee purchasing additional incentives.
- d) Grantee will be responsible for the costs of any incentives that remain undistributed at the end of the Grant Agreement.
- e) If MDH provided the grantee with the incentives, the return of undistributed incentives to MDH must occur in person with the MDH's Authorized Representative within 30 calendar days of the grant expiration date. If in-person return is not possible, the grantee must return undistributed incentives via courier or via US Mail that requires signatures and a tracking number within 30 calendar days of the grant expiration date.
- f) The tracking log must be returned separately from the physical cards. Electronic return is the preferred method for the tracking log.

22.4. Incentive tracking documentation

The tracking documentation the Grantee is required to maintain must not contain any private data. The tracking system must record the following:

- a) Number of incentives on hand, including starting balance and any additional incentives purchased;
- b) description of the incentives;
- c) quantity of incentive(s) distributed to each participant;
- d) the last four digits of any pre-paid card number;
- e) value/amount;
- f) a unique non-identifiable data point for each participant (e.g. case number, file number);
- g) date participant received incentive(s); and
- h) signature of Grantee staff member providing incentive(s) to participant(s).

22.5. Reconciliation

At least two different Grantee staff must reconcile the incentives at least quarterly. The Grantee staff conducting the reconciliation must not also be the handlers of the incentives. The reconciliation must include the dates and signature of the two people who perform the reconciliation. Grantee must submit the reconciliation documentation to MDH's Authorized Representative no less than two weeks after each reconciliation.

22.6. *Subcontracting/Subgranting*

The Grantee must communicate and verify that their subcontracts/subgrants will only use incentives for MDH approved purposes. The Grantee will be responsible for monitoring, oversight, and reconciliation of any incentives that its subcontractors or subgrantees purchase and distribute and will include this same language in any of its subgrants or subcontracts that it enters as part of its work for MDH.

22.7. *Lost or stolen incentives*

The Grantee bears all financial responsibility for any unaccounted for, lost, or stolen incentives.

22.8. *Invoicing*

If the Grantee purchased the incentives themselves, the Grantee must only invoice MDH for the incentives after they've been distributed.

22.9. *Failure to Comply*

For grantees who do not have effective written policies and procedures in place before purchasing incentives, MDH reserves the right to withhold payment and or request reimbursement in the amount equal to the unallowable costs. Withheld payments will be released when the grantee provides documentation to MDH that it has written effective policies and procedures in place. Grantees who do not comply with this requirement may be subject to increased monitoring and will be offered technical assistance. MDH also reserves the right to terminate a Grant Agreement for failure to comply with these requirements.

23. Conflict of Interest

Grantee will notify MDH's Authorized Representative when they become aware of any potential, perceived, or actual conflict of interests as it relates to this Grant Agreement.

24. Mandatory Disclosures

An applicant, recipient, or subrecipient of funding under this Grant Agreement must promptly disclose whenever, in connection with this Grant Agreement (including any activities or subawards thereunder), it has credible evidence of the commission of a violation of criminal law involving fraud, conflict of interest, bribery, or gratuity violations found in Title 18 of the United States Code or [Minn. Stat., ch. 609](#), or a violation of the civil False Claims Act ([31 U.S.C. 329–3733](#)) or [Minn. Stat. § 609.465](#) (prohibiting the presentation of false claims to a public officer or body). The disclosure must be made in writing to the Federal agency (if applicable), the Federal agency's Office of Inspector General (if applicable), and MDH. Applicants, recipients, and subrecipients are also required to report matters related to recipient integrity and performance in accordance with

Appendix XII of [2 CFR § 200](#). Failure to make required disclosures can result in any of the remedies described in [2 CFR § 200.339](#). (See also [2 CFR § 180](#), [31 U.S.C. 3321](#), and [41 U.S.C. 2313](#).)

25. Whistleblower Protections

An employee of a recipient or subrecipient must not be discharged, demoted, or otherwise discriminated against as a reprisal for disclosing to a representative of MDH or a person or body described in [paragraph \(a\)\(2\) of 41 U.S.C. 4712](#) information that the employee reasonably believes is evidence of gross mismanagement of a Federal or state contract or grant, a gross waste of Federal or state funds, an abuse of authority relating to a Federal or state contract or grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a Federal or state contract (including the competition for or negotiation of a contract) or grant. The recipient and subrecipient must inform their employees in writing of employee whistleblower rights and protections under [41 U.S.C. 4712](#) and Minn. Stat. §§ [15C.145](#) and [181.932](#) - .935. See statutory requirements for whistleblower protections at [10 U.S.C. 4701](#), [41 U.S.C. 4712](#), [41 U.S.C. 4304](#), and [10 U.S.C. 4310](#).

26. Suspension for Insufficient Funding

In the event of temporary lack of funding or appropriation, MDH may suspend its obligations under this Grant Agreement without terminating it. This suspension will be for the duration of the lack of funding or appropriation and shall not be considered a termination of the Grant Agreement. MDH will not be assessed any penalty if the Grant Agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds.

- 26.1. Grantee will be notified in writing of the temporary suspension, and Grantee's ability to perform under the Grant Agreement will be suspended during this period. MDH will provide reasonable notice to Grantee of the lack of funding or appropriation and shall notify Grantee once funding is restored or appropriated, and at MDH's discretion, performance under the Grant Agreement may resume.
- 26.2. MDH may convert the suspension for insufficient funding to termination under clause 27.3. upon written notice to Grantee.
- 26.3. Grantee may reject MDH's suspension for insufficient funding by written response to the notice of suspension. If Grantee rejects suspension, the notice of suspension shall be effective as a notice of termination under clause 27.3 with the same effective date as was provided for the suspension.

27. Termination

27.1. *Termination by MDH or Grantee*

MDH or Grantee may terminate this Grant Agreement without cause, with at least 21 calendar days' written notice (i.e., by mail, email, or both) to the other party. Upon termination, Grantee will be entitled to payment, determined on a pro rata basis, for activities satisfactorily performed.

27.2. *Termination for Cause*

MDH may immediately terminate this Grant Agreement if MDH finds there has been a failure to comply with the provisions of this Grant Agreement, that timely progress has not

been made, or that the purposes for which the funds were granted have not been or will not be fulfilled. MDH may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

27.3. Termination for Insufficient Funding

MDH may immediately terminate this Grant Agreement if it does not obtain funding from the Minnesota Legislature or other funding sources; or if funding cannot be continued at a level sufficient to allow for the payment of the work scope covered in this Grant Agreement. Termination must be by written notice to Grantee; i.e., mail, email, or both. MDH is not obligated to pay for any work performed after notice and effective date of the termination. However, Grantee will be entitled to payment, determined on a pro rata basis, for activities satisfactorily performed to the extent that funds are available.

MDH will not be assessed any penalty if this Grant Agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. MDH must provide Grantee notice of the lack of funding within a reasonable time of MDH receiving notice of the same.

27.4. Termination by Commissioner of Administration

The Commissioner of Administration may immediately and unilaterally terminate this Grant Agreement if further performance under the Grant Agreement would not serve MDH's purposes or performance under the Grant Agreement is not in the best interests of the State of Minnesota.

Exhibits

The following Exhibits are attached and incorporated into this Grant Agreement. In the event of a conflict between the terms of this Grant Agreement and its Exhibits, or between Exhibits, the order of precedence is first the Grant Agreement, and then in the following order:

1. Exhibit A – Grantee's Activities / Scope of Work
2. Exhibit B – Grantee's Budget

[Signatures on following page]



APPROVED:

1. State Encumbrance Verification

Individual certifies that funds have been encumbered as required by Minn. Stat. §§ [16A.15](#) and [16C.05](#).

Ann Zeimet Digitally signed by Ann Zeimet
Date: 2026.02.24 13:35:06 -06'00'

Signature: _____

SWIFT Contract & Initial PO: 284828/ 3000130397/ REQ 4116

2. Grantee

Grantee certifies that the appropriate persons(s) have executed the Grant Agreement on behalf of Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

Signature: _____

Signature: _____

Title: _____

Title: _____

Date: _____

Date: _____

Signature: _____

Signature: _____

Title: _____

Title: _____

Date: _____

Date: _____

3. Minnesota Department of Health

Grant agreement approval and certification that State funds have been encumbered as required by Minn. Stat. §§ [16A.15](#) and [16C.05](#).

Signature: _____
(with delegated authority)

Title: _____

Date: _____

Distribution:

All parties on the DocuSign envelope will receive a copy of the fully executed Grant Agreement.

Exhibit A – Grantee’s Activities / Scope of Work

Grantee is expected to perform the following activities. Modifications to Exhibit A must be discussed with MDH. MDH will communicate, in writing, with Grantee as to whether modifications are approved or require a formal grant amendment.

Activity/Work Plan	Anticipated Outcome
Development for a Backflow/Cross Connection prevention program.	Through this program, we will ensure that backflow prevention devices are installed where needed, that they are inspected and maintained in accordance with MDH and plumbing code requirements, and that hazardous cross connections are identified and eliminated.

Terms and Conditions	Additional Notes/Requirements
1. Grantee agrees that work shall take place only in the MDH approved Drinking Water Supply Management Area (DWSMA). Grantee will be reimbursed only for work that takes place in the DWSMA.	In Compliance with MDH standards
2. Grantee shall pay in full any licensed contractor or consultant hired for the purpose of completing any work under this Grant Agreement.	In Compliance with MDH standards
3. On or before the end date of this Agreement, the Grantee shall provide MDH with one electronic copy of all final products produced under this Grant Agreement, including reports, publications, software and videos. If required by the nature of the project, data collected during the project shall be reported in a format acceptable to MDH.	In Compliance with MDH standards
4. In the event the Grantee is unable to satisfactorily complete all the duties specified in this grant agreement, the Grantee will forfeit payment. A Grantee who has not satisfactorily fulfilled the grant obligations, including but not limited to paying the contractor in full for all work performed by the contractor, will be denied participation in the next grant cycle.	In compliance with MDH standards
5. In accordance with Minn. Stat. § 16B.98 , subd. 5(d), Grantee must clearly post on Grantee’s website the names of, and contact information for, the Grantee’s	In compliance with MDH standards



Terms and Conditions	Additional Notes/Requirements
<p>leadership and the employee or other person who directly manages and oversees this Grant Agreement on behalf of the Grantee.</p>	
<p>6. Any digital materials created, and shared outside of the grantee’s organization, Grantee is required to comply with State of Minnesota’s Digital Accessibility Standard. This requirement flows down to any subcontractors and or any third-party entity the Grantee may utilize and compensate with MDH grant funds. The statewide Standard can be viewed online at Accessibility Policies & Standards / Minnesota IT Services</p>	<p>In compliance with MDH standards</p>

Grantee is subject to a variety of compliance activities, as outlined below.

Report Type	Reporting Period / Due Date	Due Date
<p>Grant Narrative Report</p>	<p>Upon completion of the project, Grantee shall complete and submit an itemized Grant Invoice and a Grant Narrative Report to MDH SWP in the Fluxx portal system. The Grant Narrative Report and the Grant Invoice shall be due no later than the expiration day of this Grant Agreement.</p>	<p>2/26/2027</p>



Exhibit B – Grantee’s Budget

The budget shown below is for reference only and is non-binding.

Category	Budget Period	Total Grant Amount	Cost Share
Contractual	3/13/2026 to 2/26/2027	\$11,208.26	\$11,208.26

Grantee’s Indirect Cost Rate for this Grant Agreement is as follows:

Indirect costs are not allowed by Funder.

Permitting fees payable to MDH (i.e. well construction fee; well sealing fee) are not eligible and will be deducted from the final invoice, before reimbursement.

Pressure tanks are grant eligible, as part of a new well construction and pump system project. The pressure tank must be appropriately sized for the pump being proposed for the new well and not sized for additional water storage. Pressure tank designed to serve the purpose of water storage, as well as the replacement or maintenance of pressure tanks, remains ineligible for grant reimbursement.

Water lines may be reimbursed only from the well to the pressure tank or to the building, whichever comes first.

Certificate Of Completion

Envelope Id: 2B9ABAD1-B20B-47FB-99A8-455586F80343
 Subject: Complete with Docusign: 284828_Richfield_GA.pdf
 Source Envelope:
 Document Pages: 19
 Certificate Pages: 2
 AutoNav: Enabled
 Envelopeld Stamping: Enabled
 Time Zone: (UTC-06:00) Central Time (US & Canada)

Status: Sent

Signatures: 0
 Initials: 0

Envelope Originator:
 Eddie Wojski
 625 Robert St. N
 PO Box 64975
 St. Paul, MN 55164
 eddie.wojski@state.mn.us
 IP Address: 156.98.136.30

Record Tracking

Status: Original 2/25/2026 10:23:49 AM	Holder: Eddie Wojski eddie.wojski@state.mn.us	Location: DocuSign
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Department of Health	Location: Docusign

Signer Events

Mattias Oddson
 moddsson@richfieldmn.gov
 Security Level: Email, Account Authentication
 (None)

Signature

Timestamp
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 Viewed: 2/25/2026 4:46:18 PM

Electronic Record and Signature Disclosure:
 Not Offered via Docusign

MDH Delegated
 health.Delegated_Signature@state.mn.us
 Security Level: Email, Account Authentication
 (None)

Electronic Record and Signature Disclosure:
 Not Offered via Docusign

In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

health.encumbrance@state.mn.us
 health.encumbrance@state.mn.us
 Security Level: Email, Account Authentication
 (None)

Electronic Record and Signature Disclosure:
 Not Offered via Docusign

Mattias Oddson
 moddsson@richfieldmn.gov
 Security Level: Email, Account Authentication
 (None)

Electronic Record and Signature Disclosure:
 Not Offered via Docusign

Carbon Copy Events	Status	Timestamp
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Abby Shea

abby.shea@state.mn.us

Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Envelope Sent

Hashed/Encrypted

2/25/2026 10:28:05 AM

Payment Events	Status	Timestamps
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Report Prepared By:

Courtney DesCamps, Senior Analyst

Department Director:

Sack Thongvanh, Assistant City Manager

Item for Consideration:

Labor Agreement with The International Association of Firefighters, Local 1215 (firefighters, lieutenants, and captains) for 2026-2027.

EXECUTIVE SUMMARY

A two year labor agreement has been reached with The International Association of Firefighters, Local 1215 bargaining unit. The contract takes effect January 1, 2026, and will remain in effect through December 31, 2027. The agreement provides a cost-of-living adjustment, market adjustment, an additional step for captains, and an increased clothing and equipment allowance to support recruitment, retention, and internal pay equity.

Primary changes include:

- 2026: 3% COLA + 0.25% market adjustment
- 2027: 3% COLA
- 2026 Clothing and Equipment Allowance: Increase from \$800 to \$850
- 2027 Clothing and Equipment Allowance: Increase from \$850 to \$900
- New hires will receive a Carcinogenic Resistance Turnout Gear Bag
- Starting in 2026, the captains' pay scale will have an additional step, providing a 1% increase from the prior step after an employee completes five years of service in the captain rank

Additionally, Local 1215 members will receive the same insurance benefits, including access to the new Minnesota Paid Leave program, as all other employee groups.

RECOMMENDED ACTION

By Motion: Adopt a resolution approving the provisions of the 2026-2027 labor agreement with The International Association of Firefighters, Local 1215, and authorize the City Manager to execute the agreements.

HISTORICAL CONTEXT

EQUITABLE OR STRATEGIC CONSIDERATIONS OR IMPACTS

The agreement provides a competitive compensation package that remains strong

among peer cities. The wage adjustments and additional captain step support pay progression and recruitment and retention of experienced personnel.

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

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

CRITICAL TIMING ISSUES

Approval on March 10, 2026, allows accounting staff to update payroll and benefit tables promptly, as the January 1, 2026 effective date requires retroactive pay adjustments.

FINANCIAL IMPACT

Based on the City's budget impact analysis, the total cost increase associated with the negotiated wage adjustments, market adjustments, and an additional step for captains is approximately \$104,213 for 2026 and \$98,105 for 2027. These increases reflect the 3% COLA, 0.25% market adjustment, updated clothing and equipment allowances, and an additional step for captains.

The 2026 Fire Department budget assumed a 3% wage increase; however, the finalized collective bargaining agreement includes a 3.25% increase, increased clothing and equipment allowance, and an additional step for captains.

The resulting funding gap, approximately \$9,195, will be addressed in the 2026 revised budget through offsetting reductions within the Fire Department budget, with any remaining overage expected to be offset through salary savings associated with long-term leaves.

The resulting 2026–2027 wage structure remains comparable to peer cities and supports ongoing recruitment and retention.

LEGAL CONSIDERATIONS

The agreement has been ratified by the bargaining unit membership. Approval finalizes the negotiated agreement. If the terms are not approved, the City may need to return to mediation and/or proceed to arbitration, which may delay implementation and impact workforce operations.

ALTERNATIVE RECOMMENDATION(S)

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

ATTACHMENTS

1. Resolution Approving Labor Agreement with IAFF



City Council Meeting 3/10/2026

Agenda Section: Resolutions

Agenda Item: 11.b.

Report Prepared By:

Matt Hardegger, Transportation Engineer

Department Director:

Kristin Asher, Public Works Director

Item for Consideration:

Consider a resolution of support for Metro Transit's recommendation to route the K Line Bus Rapid Transit line on Nicollet Avenue through Richfield.

EXECUTIVE SUMMARY

Metro Transit has completed their Arterial Bus Rapid Transit (BRT) study, and has recommended that the K Line alignment use Nicollet Avenue through the City of Richfield. Metro Transit is requesting a resolution of support from the City for this project. Arterial BRT Planning Manager Kyle O'Donnell Burrows will be providing a brief presentation and will be available for any follow up questions.

RECOMMENDED ACTION

By Motion: Approve a resolution of support for Metro Transit's recommendation to route the K Line Bus Rapid Transit line on Nicollet Avenue through Richfield.

HISTORICAL CONTEXT

In 2025, Metro Transit began a study to identify the next three arterial BRT lines within their service area. BRT lines provide upgrades from local service, including faster service, stations with more amenities, and signal priority. Service and amenities on the K Line BRT would be similar to the service and amenities on the current D Line BRT on Portland Avenue.

This study identified 17 candidate lines to evaluate, 11 of which were carried forward past the initial screening for a technical evaluation. The technical evaluation included 4 lines within Richfield:

- Route 4 (Penn Avenue)
- Route 14 (Bloomington Avenue north of 66th Street)
- Route 18 (Nicollet Avenue)
- Route 515 (66th Street + Bloomington Avenue south of 66th Street)

Nicollet Avenue/Route 18 received the highest technical score of the evaluated lines around the metro area, and was recommended to be advanced as the K Line (following the J Line on West 7th Street). Metro Transit staff are still evaluating potential options—including Route 4—for the L Line if the Franklin Avenue alignment is determined to not be viable.

Hennepin County has also noted that "the segment of Nicollet Avenue (aka CSAH 52) between 66th Street (CSAH 53) and 61st Street is currently in the County's Work Plan – which represents the subsequent five years beyond the County's CIP (2026-2030). The specific timing of a County reconstruction will be reviewed in the coming months – with considerations for City programming/support, available funding, and coordination with nearby projects (including, but not limited to, Penn Avenue and K Line)."

EQUITABLE OR STRATEGIC CONSIDERATIONS OR IMPACTS

Strategic Considerations: Improved bus service provided by an external agency supports *climate resilience as a priority* and *sustainable infrastructure financing*.

Equitable Considerations: Improved bus service improves the commute times and experience for residents who rely on public transit as a primary form of transportation.

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

Transit expansion and transitway investments are supported by the 2040 Comprehensive Plan.

CRITICAL TIMING ISSUES

A resolution of support is needed from the City for the Metropolitan Council to amend the 2050 Transportation Policy Plan and include the K Line. This change affects Comprehensive Planning, as well as searches for external funding sources for the project.

FINANCIAL IMPACT

No financial impact is expected to the City as a result of this project.

LEGAL CONSIDERATIONS

None at this time.

ALTERNATIVE RECOMMENDATION(S)

None.

ATTACHMENTS

1. Resolution K Line 2026
2. ABRT Plan Update Slides for City of Richfield

RESOLUTION NO.

**RESOLUTION OF SUPPORT FOR THE
METRO K LINE PROJECT**

WHEREAS, the City of Richfield’s Comprehensive Plan promotes an integrated transportation system that will serve the future needs of its residents, businesses, and visitors; as well as supports the City’s redevelopment plans to complement the metropolitan transportation system; and

WHEREAS, Metro Transit’s Bus Rapid Transit (BRT) offers riders fast, frequent service with numerous amenities, that will give riders on the region’s transit system more mobility options and connect people with jobs; and

WHEREAS, Metro Transit has completed their arterial bus rapid transit study and identified the West 7th Corridor as the J Line and the Nicollet Avenue corridor as the K Line; and

WHEREAS, the D Line BRT, which opened in winter 2022, has drawn increased ridership and has been successful; and

WHEREAS, the K Line would follow Nicollet Avenue through Richfield; and

WHEREAS, the existing local bus route in this corridor is a frequent, high ridership route that connects Richfield to Bloomington and Minneapolis; and

WHEREAS, the K Line could result in a faster trip, up to 25% faster, by stopping less often, deploying bus priority at traffic signals, and implementing off-board fare payment; and

WHEREAS, the City of Richfield will benefit from improvements to stops within Richfield, which will offer improved amenities, including security features, improved lighting, real-time signage, and heated shelters; and

WHEREAS, the K Line project is anticipated to be constructed between 2030 and 2035.

NOW, THEREFORE, BE IT RESOLVED, that the City of Richfield expresses its support for Metro Transit’s recommendation of the Nicollet Avenue Corridor to be the K Line.

Adopted by the City Council of the City of Richfield, Minnesota this 10th day of March, 2026.

Mary B. Supple, Mayor

ATTEST:

Michelle Friedrich, City Clerk



Arterial BRT Plan Update – Recommended J Line and K Line City of Richfield

Kyle O’Donnell Burrows | Planning Manager, Arterial BRT

Agenda

- Arterial BRT Plan Update Process Recap
- Recommendations
- Next Steps

1. IDENTIFY
Spring 2025

2. SCREEN
Summer 2025

3. EVALUATE
Fall 2025

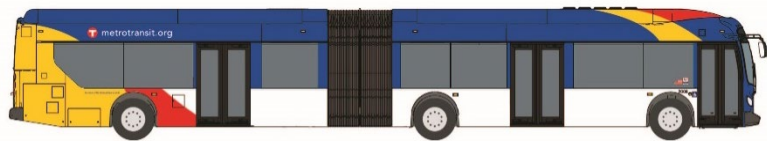
We
are
here

4. PRIORITIZE
Winter 2025/26

A faster, more reliable ride



2-3 stations per mile for less stopping and faster trips



All door boarding for quicker stops



Near-level curb for faster and more accessible boarding



Fares paid before getting on the bus



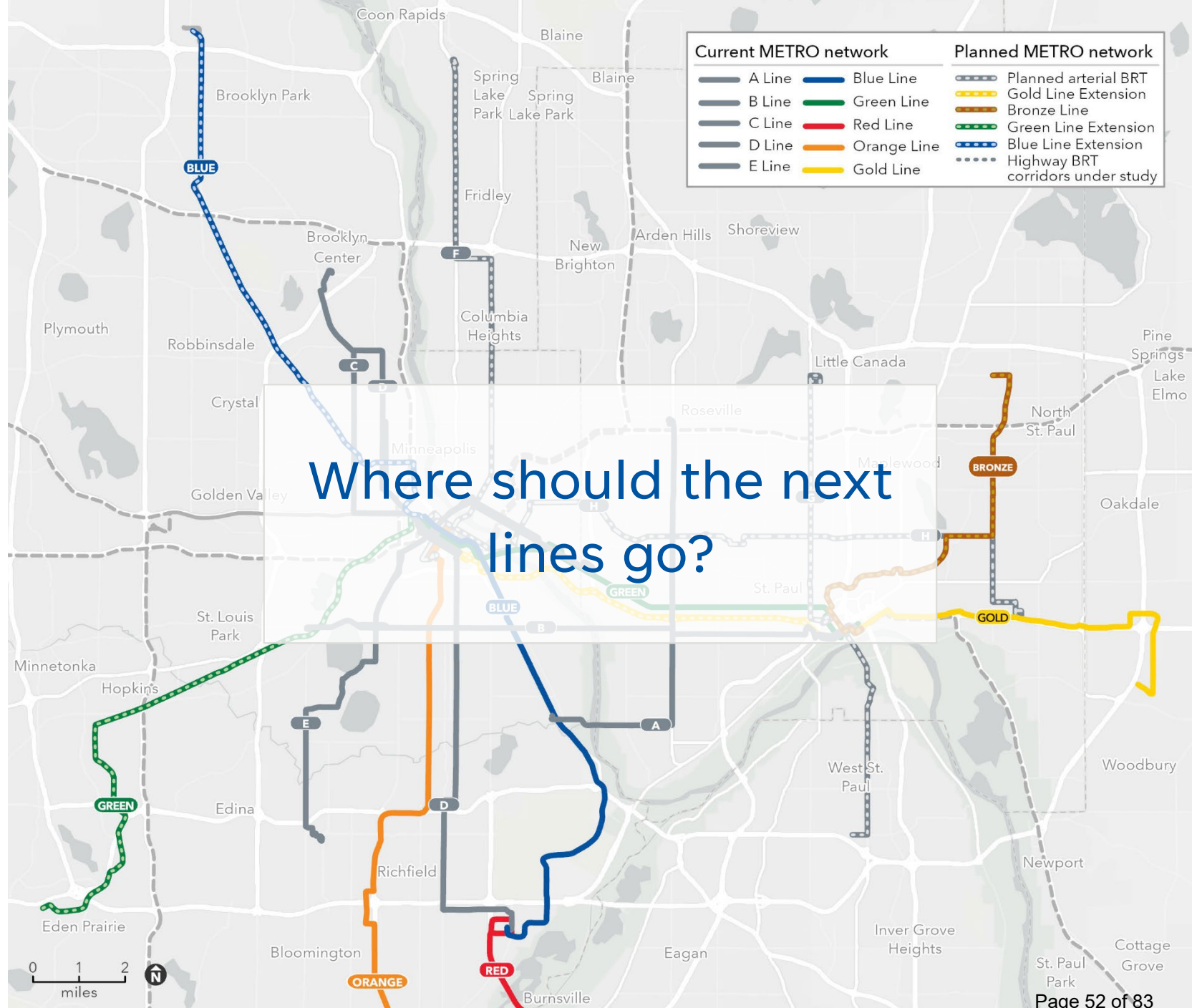
Transit signal priority to keep buses moving



Faster, frequent, all-day service

2025 ABRT Plan Update

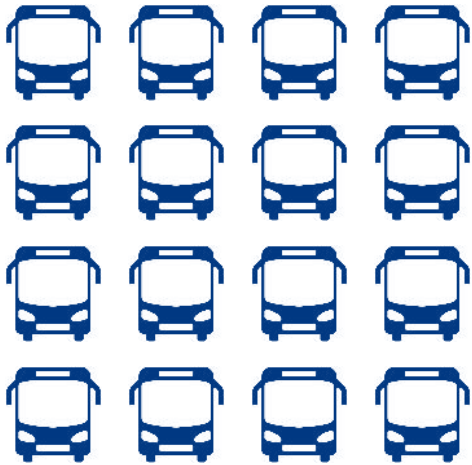
- Identify the next three arterial BRT lines:
 - J Line, K Line, and L Line
 - Planned to open between 2030 and 2035
 - J Line to be submitted to 2026 Regional Solicitation



Four-step 2025 plan update process

1. IDENTIFY Spring 2025

Identify large set of candidate corridors for consideration for arterial BRT



2. SCREEN Summer 2025

Conduct simple screening to narrow consideration to most promising corridors



3. EVALUATE Fall 2025

Perform detailed technical evaluation of corridors and rank by technical score



We are here

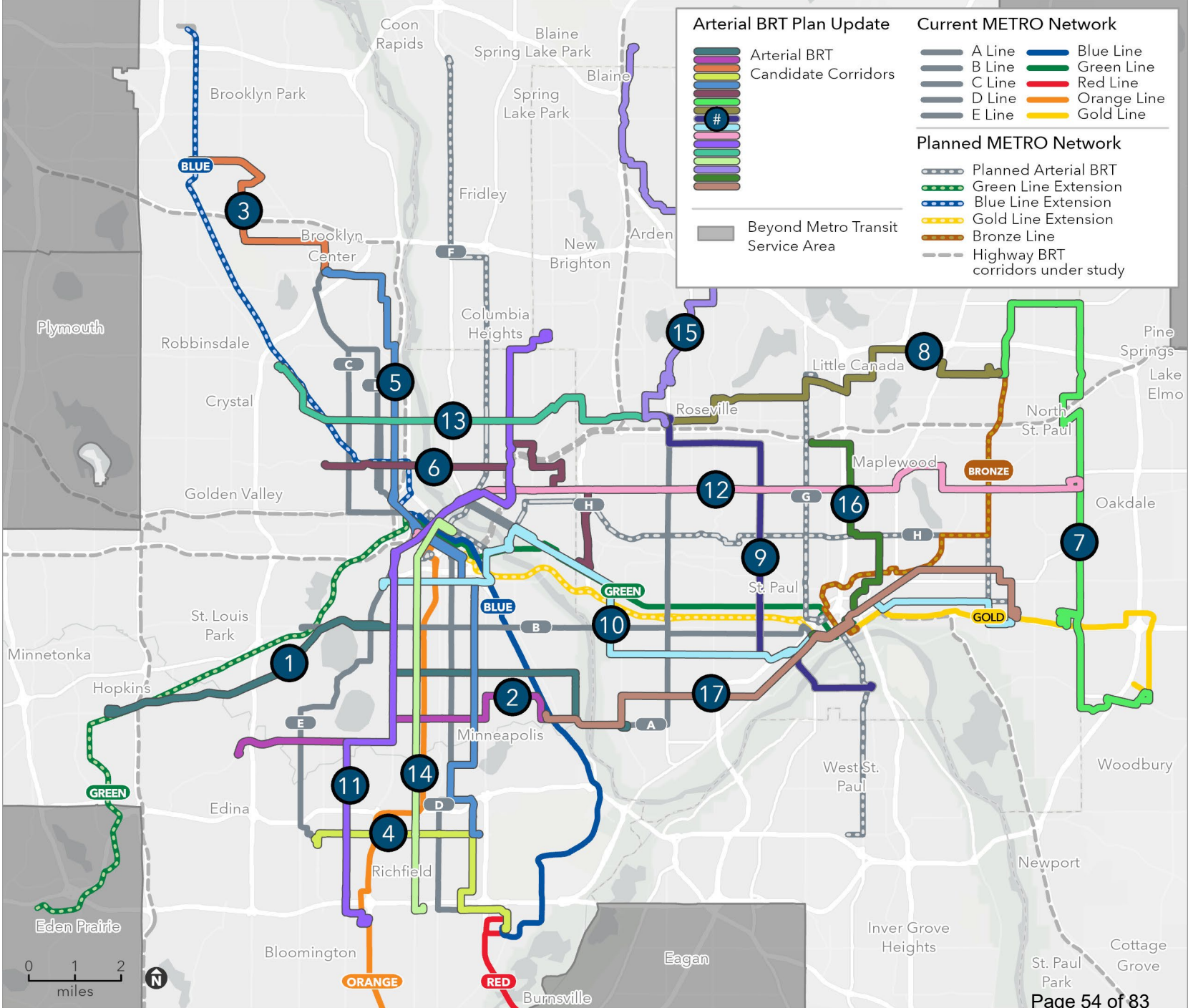
4. PRIORITIZE Winter 2025/26

Apply technical evaluation and readiness criteria to prioritize next three lines



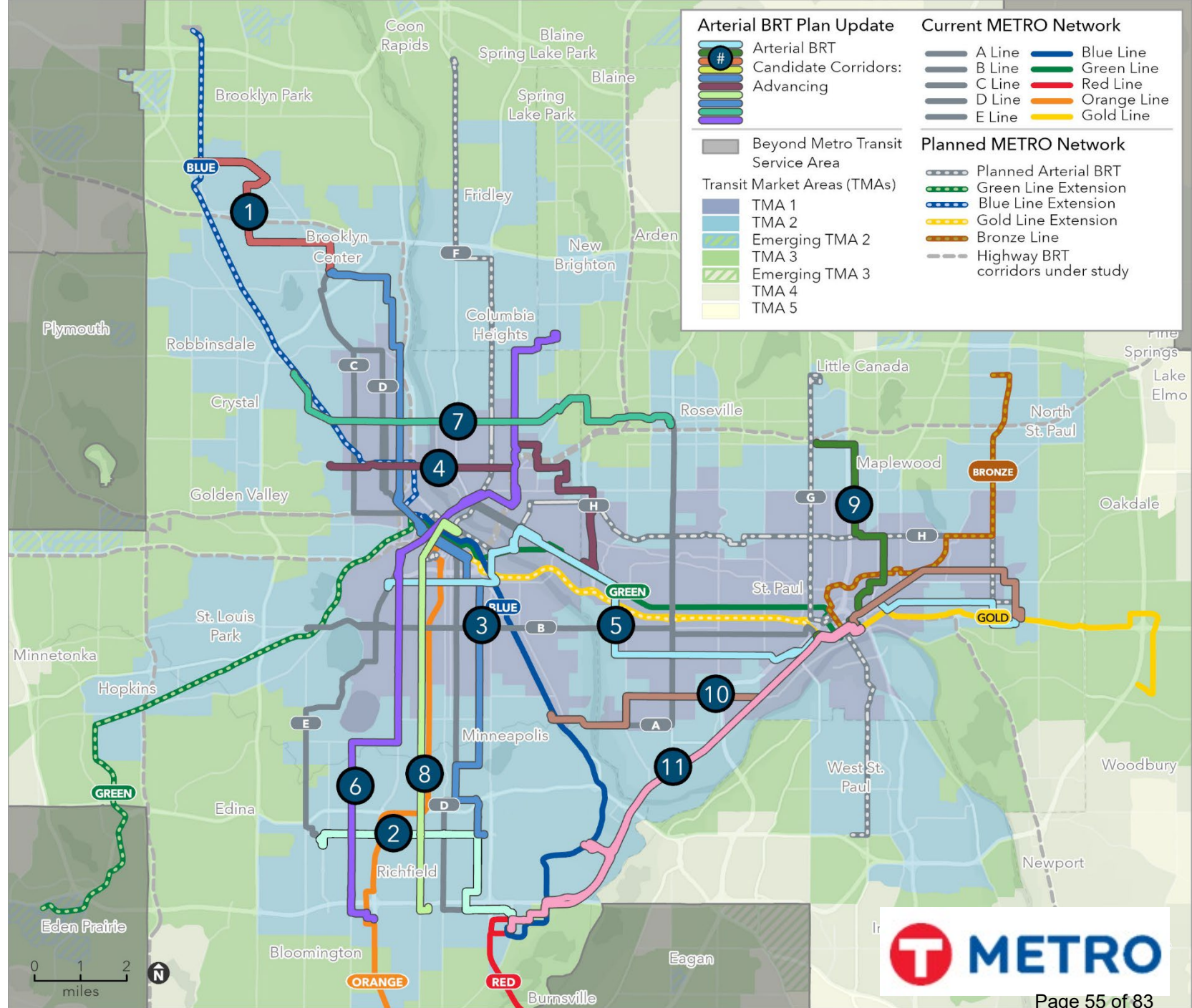
Step 1: Identify Candidate Corridors (March 2025)

- 17 candidate corridors for consideration
- Screening criteria applied to narrow to corridors to advance for evaluation

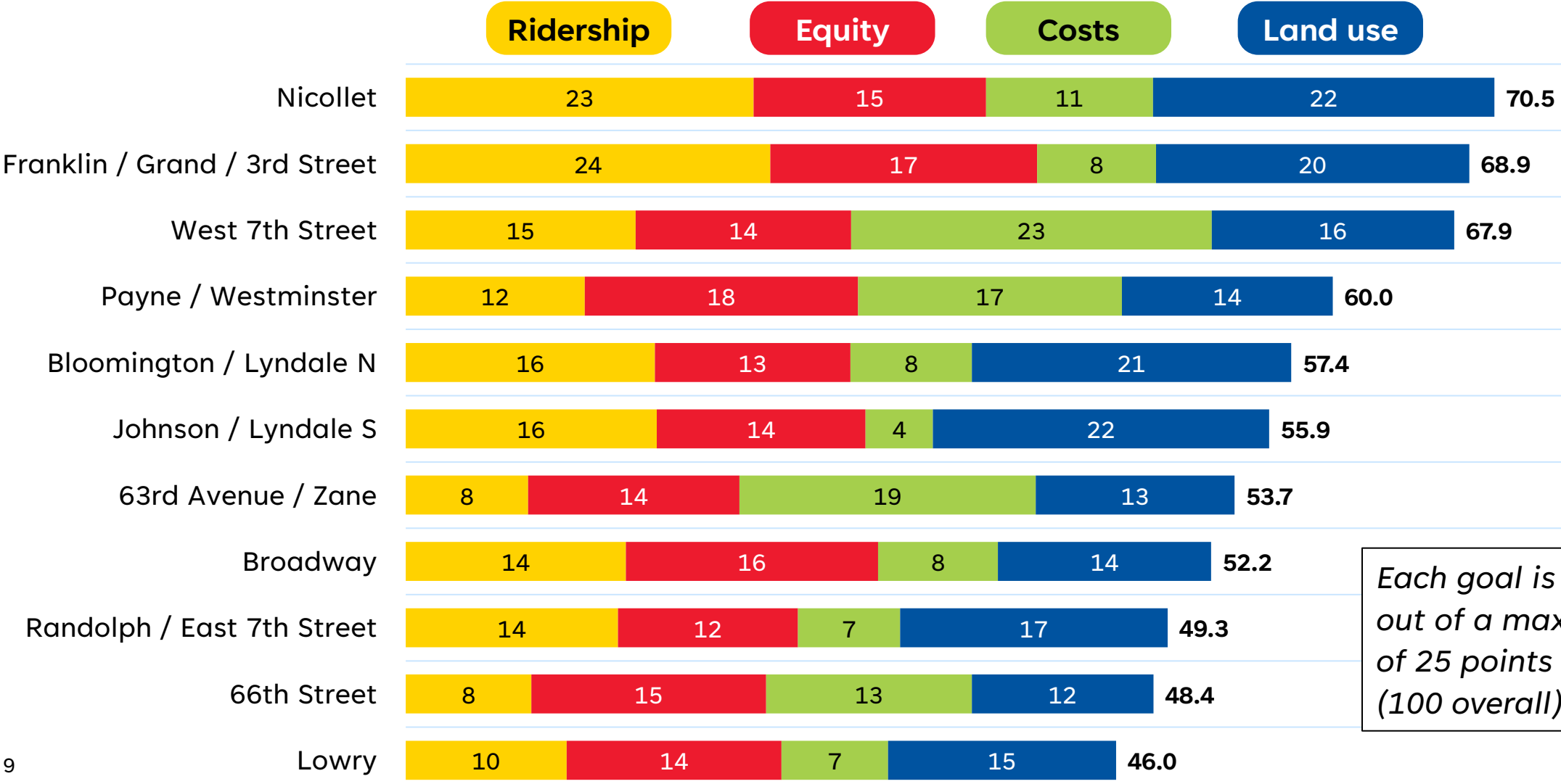


Step 2: 11 Advanced Corridors for Evaluation (July 2025)

1. 63rd Avenue / Zane
2. 66th Street
3. Bloomington / Lyndale N
4. Broadway
5. Franklin / Grand / 3rd Street
6. Johnson / Lyndale S
7. Lowry
8. Nicollet
9. Payne / Westminster
10. Randolph / East 7th Street
11. West 7th Street (added)



Step 3: Technical Evaluation Results (November 2025)



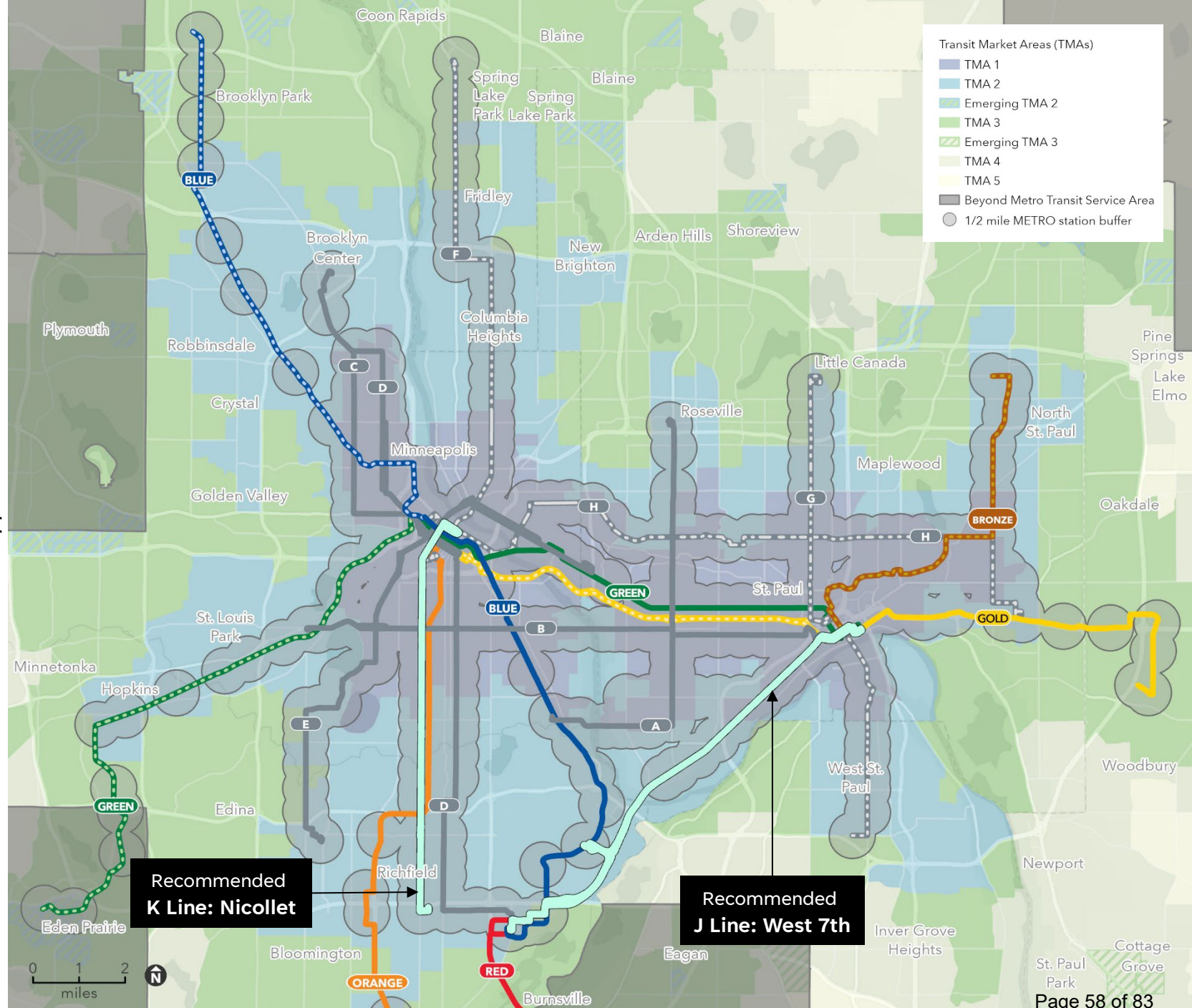
Each goal is scored out of a maximum of 25 points (100 overall)

Step 4: Prioritize

- Assess each **corridor for readiness** for implementation:
 - How **compatible** are **current and future roadway** conditions with arterial BRT infrastructure and service?
 - How well does each corridor fit within the **existing and planned transit network**?
 - Are there major unanswered questions about the **arterial BRT corridor alignment**?
- Coordinate with agency partners (cities, counties, MnDOT) on **timing of future roadway projects**
 - Align planned arterial BRT projects and planned or programmed roadway projects
 - Efficiently deliver major infrastructure investments
 - Avoid future delays in BRT implementation

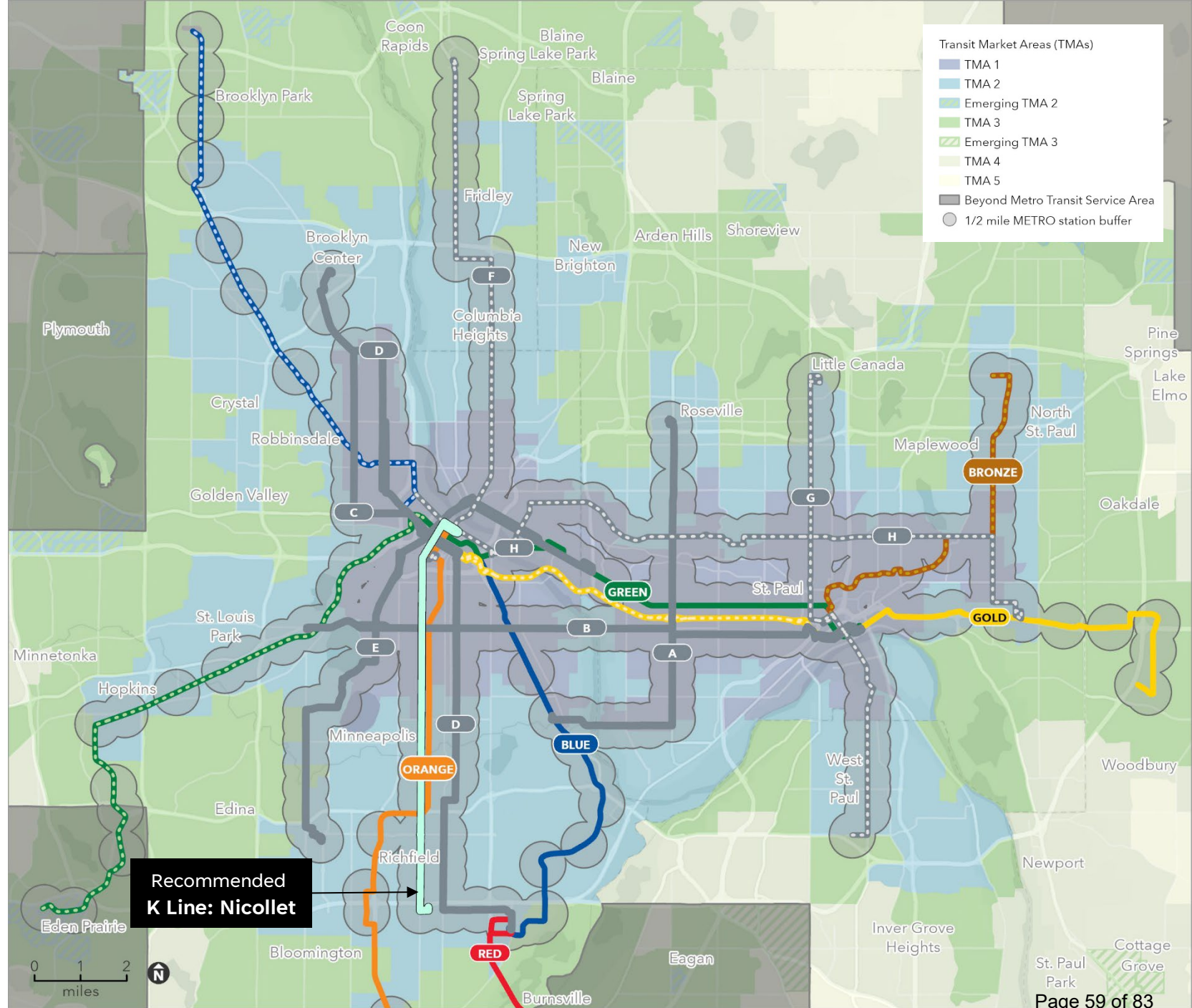
Recommendations

- **J Line: West 7th Street**
- **K Line: Nicollet Avenue**
- Complete additional study in 2026 **before identifying the L Line:**
 - Answer key questions about feasibility of Franklin / Grand / 3rd Street corridor
 - Following corridor study, recommend L Line from three candidate corridors
- Complete feasibility study of C Line extensions (north and/or south) on separate path



Recommended METRO K Line: Nicollet corridor

- Downtown Minneapolis to American Boulevard, serving South Minneapolis, Richfield, Bloomington
- Top ranked corridor in technical evaluation
- No major outstanding questions about alignments, termini, or network structure
- Clarity on downtown alignment of Nicollet corridor is a key need



Timeline for Arterial BRT Plan Update next steps

- February/March 2026: Business item recommending J Line and K Line for Met Council adoption
- Spring 2026: Submit J Line (West 7th Street) for 2026 Regional Solicitation
- Spring 2026: Initiate TPP amendment to include J Line and K Line
- METRO K Line planning anticipated to begin in 2027



Report Prepared By:

Matt Hardegger, Transportation Engineer

Department Director:

Kristin Asher, Public Works Director

Item for Consideration:

Consider approval of a resolution authorizing the Mayor and City Manager to execute a Memorandum of Understanding with MnDOT related to future improvements at the 76th Street and I-35W interchange.

EXECUTIVE SUMMARY

At the January 13, 2026 regular meeting, the City Council disapproved municipal consent for Phase 2 of the I-494 Corridor Vision project, requesting that MnDOT include safety work at the 76th Street and I-35W interchange. After review, it was determined MnDOT cannot include this work as part of Phase 2, primarily due to required environmental documentation and project approval deadline constraints. This Memorandum of Understanding outlines the plan and procedure for the City and MnDOT to collaboratively develop and construct improvements at the 76th Street and I-35W interchange.

RECOMMENDED ACTION

By Motion: Approve a resolution authorizing the Mayor and City Manager to execute a Memorandum of Understanding with MnDOT related to future improvements at the 76th Street and I-35W interchange.

HISTORICAL CONTEXT

The 76th Street and I-35W interchange is a frequent source of safety concerns in the City, especially for pedestrians and bicyclists navigating the regional trail through the interchange. There are three schools within a half mile of the interchange, and two more schools within one mile of the interchange, resulting in students frequently biking through this interchange to get to and from classes.

Improvements to this interchange were studied as part of the I-494 Vision process, including multiple reconfiguration options for the ramps. These options were expensive, several required significant right of way acquisition, and the changes did not appear to be needed from a traffic perspective. Ultimately, work at this interchange was removed from the Corridor Vision.

In January 2026, the City Council disapproved the Phase 2 layout, requesting that MnDOT include bike and pedestrian safety measures at the interchange. Over the following month, MnDOT and City staff negotiated this Memorandum of Understanding, outlining a process for both parties to follow to identify and construct improvements at this interchange.

EQUITABLE OR STRATEGIC CONSIDERATIONS OR IMPACTS

Strategic considerations: Finding a state-funded solution to the safety concerns at the interchange supports City goals of *sustainable infrastructure funding, climate resilience as a priority, and infrastructure that meets service needs.*

Equitable considerations: This interchange has five schools within a mile of the crossings, and has been frequently cited as a pedestrian and bicyclist safety risk. Finding and funding improvements at this intersection would create safer conditions for everyone who uses this bridge without a car, especially students.

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

This item has been negotiated as a result of Resolution No. 12397 from the January 13, 2026 City Council meeting.

CRITICAL TIMING ISSUES

Approval of the MOU is necessary to resolve the City Council's condition of disapproval of the project layout. MnDOT is seeking a resolution to the municipal consent process to maintain project approval deadlines and let the project in fall of 2026.

FINANCIAL IMPACT

- Approval of the MOU will not cost the City any money.
- The intent of the MOU is for MnDOT to fund any improvements identified at this interchange, however, MnDOT funds typically come with statutory restraints that govern what the agency can and cannot spend money on.
- While staff expect any improvements identified to be within MnDOT right of way, anything that is in City-owned right of way would be the City's responsibility to fund.

LEGAL CONSIDERATIONS

The Memorandum of Understanding has been reviewed by the City Attorney, who will be available for any questions.

ALTERNATIVE RECOMMENDATION(S)

None.

ATTACHMENTS

1. Resolution 76th MOU 2026
2. MnDOT contract 1062741 MOU Richfield I35W 76th St

RESOLUTION NO.

RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH THE MINNESOTA DEPARTMENT OF TRANSPORTATION RELATED TO PEDESTRIAN AND BICYCLIST SAFETY IMPROVEMENTS AT THE 76TH STREET AND I-35W INTERCHANGE

WHEREAS, the City Council of the City of Richfield is the official governing body of the City of Richfield, Minnesota; and

WHEREAS, the Minnesota Department of Transportation (“MnDOT”) is developing a project (the “Project”) to construct Project 2 of the I-494 Corridor Vision. Project 2 of the I-494 Corridor Vision will construct an E-ZPass lane on I-494 between I-35W and 24th Avenue, reconstruct pavement on I-35W between American Boulevard and 75th Street, reconstruct the railroad bridge at Pleasant Avenue, reconstruct 78th Street east of 12th Avenue, reconstruct the I-494/Highway 77 interchange, and perform bridge deck rehabilitation on the Lyndale Avenue bridge over I-494, construct ADA improvements on the impacted local system, construct drainage system improvements, and construct utility relocations; and

WHEREAS, Minnesota Statutes Section 161.164 provides, “Before proceeding with the construction, reconstruction, or improvement of any route on the trunk highway system lying within any municipality, the commissioner [of transportation] shall submit to its governing body a final layout and project report covering the purpose, route location, and proposed design of the highway... [which] must include a good-faith cost estimate of all the costs in which the governing body is expected to participate... The governing body shall, within 60 days of receiving a final layout from the commissioner, conduct a public hearing at which the Department of Transportation shall present the final layout for the project... Within 90 days from the date of the public hearing, the governing body shall approve or disapprove the final layout in writing...”; and

WHEREAS, on January 13th, 2026, the Richfield City Council disapproved the project layout and requested that pedestrian and bicyclist safety improvements be included at the 76th Street and I-35W interchange; and

WHEREAS, the City has consistently advocated for safety improvements for pedestrians and bicyclists at the 76th Street and I-35W interchange ramps that are traversed by a Three Rivers Park District Regional Trail; and

WHEREAS, there are five schools within close proximity to this interchange, and school-aged children must traverse these intersections every day; and

WHEREAS, State and City staff have negotiated this Memorandum of Understanding to identify and construct pedestrian and bicyclist safety improvements at this interchange outside of the I-494 Phase 2 project; and

WHEREAS, the City of Richfield invests in infrastructure to best serve today’s and tomorrow’s residents, businesses, and visitors; and

WHEREAS, the City of Richfield ensures that City services are accessible to people of all races, ethnicities, incomes, and abilities.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Manager are hereby authorized to execute the Memorandum of Understanding with the Minnesota Department of Transportation, and take any steps needed to implement the items agreed upon between the City and MnDOT.

Adopted by the City Council of the City of Richfield, Minnesota this 10th day of March, 2026.

Mary B. Supple, Mayor

ATTEST:

Michelle Friedrich, City Clerk

**STATE OF MINNESOTA
MEMORANDUM OF UNDERSTANDING (MOU)**

This Memorandum of Understanding (MOU) is between the Minnesota Department of Transportation (“MnDOT”) and The City of Richfield, MN (“City”).

1. Term of MOU

- 1.1. **Effective Date:** This MOU will be effective on the date signed by all necessary state officials, as required by Minnesota Statutes §16C.05, subdivision 2.
- 1.2. **Expiration Date:** This MOU will expire on 12/31/2030, or when all obligations have been satisfactorily fulfilled, whichever occurs first.

2. Purpose and Scope

- 2.1. The purpose of this MOU is to outline and assure a commitment between MnDOT and the City to investigate, program, and construct safety improvements at the I-35W/76th St interchange area.
- 2.2. The I-494 Corridor Vision Project represents a nearly \$1 billion investment that has been in development for more than a decade. Construction is underway on Project 1 with completion anticipated in the fall of 2026. Construction on Project 2 is expected to begin in the spring of 2027 with anticipated completion in the fall of 2030.
- 2.3. The City has expressed continued concern about these intersections. The City has referenced non-motorized crash history, near-miss crashes, the regional trail, and nearby schools as important considerations requiring intersection safety improvements.
- 2.4. MnDOT proposes to address the City’s concerns outside the I-494 Corridor Vision Project 2. MnDOT proposes the following scope for completion in partnership with the City.
 - 2.4.1. Via a separate agreement, MnDOT will hire a consultant to perform a comprehensive review of the interchange area and identify physical improvements at the interchange to address safety concerns. The consultant will be agreed upon by both parties.
 - 2.4.2. MnDOT and City engage in joint workshops to develop recommendations related to operations and safety.
 - 2.4.3. MnDOT and City detail potential improvements at the interchange. These improvements are anticipated to be concept level and require additional engineering and environmental review.
 - 2.4.4. MnDOT funds agreed upon improvements through its transportation improvement program or other available funding methods. Funding and implementation by MnDOT is limited to trunk highway eligible items and subject to programming requirements and an appropriation of funds_.
- 2.5. Schedule
 - 2.5.1. MnDOT and City aim to start 2.4.1 through 2.4.2 by December 31, 2026.
 - 2.5.2. MnDOT will, after 2.4.3 is complete, begin programming trunk highway eligible projects and work with the City on identifying funding for non-TH eligible portions, with a goal of constructing identified safety improvements no later than September 30, 2030.

3. Responsibilities

- 3.1. MnDOT will provide staff and resources to accomplish the MOU’s purpose and scope as defined above.
- 3.2. City will make available staff to support the MOU’s purpose and scope as defined above.

4. No Contractual Obligations

- 4.1. This MOU is not a legally binding agreement and creates no legally binding obligations for any party. Either party may, upon written notice to the other, amend, or discontinue its role outlined in the MOU. Because of this mutual desire to proceed, each party fully intends to make a good faith effort to achieve the goals described above including working together to find mutually beneficial solutions when problems arise.

5. MOU Personnel

- 5.1. MnDOT’s Authorized Representative will be:

Name/Title: Khani Sahebjam/MnDOT Metro District Engineer, or successor
MnDOT – Metro District
Street Address: 1500 West County Rd B2
City State Zip: Roseville, MN 55113
Telephone: 651-234-7700
Email: Khani.Sahebjam@state.mn.us

- 5.2. Richfield’s Authorized Representative will be:

Name/Title: Joe Powers/City Engineer, or successor
Street Address: 1901 E 66th St
City State Zip: Richfield, MN 55423
Telephone: 612-861-9791
Email: jpowers@richfieldmn.gov

6. Government Data

- 6.1. The parties acknowledge that this MOU, as well as any data created, collected, stored, or received under the terms of this MOU, are “Government Data” within the meaning of the Minnesota Government Data Practices Act (Minnesota Statutes chapter 13), and that they must comply with the provisions of the Act as it relates to such data.

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CITY OF RICHFIELD

The City of Richfield certifies that the appropriate person(s) have executed the MOU on behalf of the City as required by applicable law.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

MINNESOTA DEPARTMENT OF TRANSPORTATION

By:

Date:

Title: MnDOT - Metro District Engineer

MnDOT CONTRACT MANAGEMENT

for form and execution

By:

Date:



City Council Meeting 3/10/2026

Agenda Section: Resolutions

Agenda Item: 11.d.

Report Prepared By:

Matt Hardegger, Transportation Engineer

Department Director:

Kristin Asher, Public Works Director

Item for Consideration:

Consider a resolution approving the project layout and providing Municipal Consent for Phase 2 of the I-494 Corridor Vision Project and repealing Resolution No. 12397.

EXECUTIVE SUMMARY

The Minnesota Department of Transportation (MnDOT) has requested that the Council revisit municipal consent for a highway project on I-494. A resolution of disapproval for this project was passed on January 13, 2026, with a condition to include safety improvements for pedestrians and bicyclists at the 76th Street and I-35W interchange. Staff have negotiated the previously considered Memorandum of Understanding with MnDOT to identify and implement these safety improvements over the next several years.

Project 2 of the I-494 Corridor Vision would:

- Construct an E-ZPass lane on I-494 between I-35W and 24th Avenue
- Reconstruct pavement on I-35W between American Boulevard and 75th Street
- Reconstruct the railroad bridge at Pleasant Avenue
- Reconstruct 78th Street east of 12th Avenue
- Reconstruct the I-494/Highway 77 interchange
- Perform bridge deck rehabilitation on the Lyndale Avenue bridge over I-494.

Other work in the project's scope outside of Richfield includes E-ZPass extension on I-494 between West Bush Lake Road and Highway 100 and reconstruction of the I-35W/82nd Street interchange in Bloomington.

RECOMMENDED ACTION

By Motion: Adopt the resolution approving the project layout and providing municipal consent for Project 2 of the I-494 Corridor Vision and repealing Resolution No. 12397.

HISTORICAL CONTEXT

MnDOT is in the process of completing the approved I-494 Corridor Vision ("Vision"), which was developed in consultation with the adjacent communities along the corridor through a Project Advisory Committee of local and state elected officials. The Vision was originally broken into 4 individual projects, with projects expected to be advanced

as funding became available.

Project 1 was given municipal consent by the Richfield City Council in February 2022 and began construction in 2023, with a bid price of approximately \$377 Million. Project 1 included significant ramp reconfigurations at the I-35W/I-494 interchange and the I-494/Penn Avenue interchange, construction of an additional E-ZPass lane between Highway 100 and I-35W, construction of a new pedestrian bridge at Chicago Avenue, and access reconfiguration at Nicollet Avenue/Portland Avenue/12th Avenue resulting in access removal at Nicollet Avenue and 12th Avenue and a widened full-access interchange at Portland Avenue. This work also included partial trail construction parallel to I-494 along 78th Street, reconstruction of the Portland Avenue/77th Street intersection, and reconstruction of portions of 78th Street. Richfield's cost participation on this project was approximately \$3 Million.

Project 2 is a combination of the three remaining Vision projects. The project is estimated at \$297 Million in the 2026-29 Draft State Transportation Improvement Program, including a \$138 Million INFRA Grant from the USDOT in October 2024, and the remaining portion of a \$134 Million 2018 Corridors of Commerce grant for the E-ZPass Lanes. The grant funding, along with other MnDOT funds, are expected to cover nearly all the costs of Project 2.

MnDOT requested municipal consent from the City on Friday, August 29, 2025. A public hearing was held at the Regular City Council Meeting on Tuesday, October 28, 2025. On January 13, 2026, the City Council passed a resolution disapproving the layout, requesting safety improvements at the 76th Street and I-35W interchange. That resolution (Resolution No. 12397) will be repealed by the resolution being considered at this meeting.

All materials related to this item, including a staff analysis of the City Council's Regional Project Evaluation Framework and the current project layout, can be found in the January 13, 2026 Council packet.

EQUITABLE OR STRATEGIC CONSIDERATIONS OR IMPACTS

Full Vision

Equity: The full buildout is expected to reduce congestion in south Richfield, decrease traffic along Nicollet Avenue and 12th Avenue, calm traffic on 78th Street between Chicago Avenue and 12th Avenue by removing through access to Portland Avenue, create improved pedestrian facilities on reconstructed freeway bridges for Nicollet Avenue, Portland Avenue, and 12th Avenue, and create a new pedestrian connection over I-494 at Chicago Avenue. The project, taken as a whole, is expected to improve both motorized and non-motorized transportation options in the City, which should result in reduced transportation-related delay and costs.

Strategic Goals: The full Vision partially supports *City infrastructure supports service needs* and *Climate resilience is a priority* goals with the construction of the new non-motorized bridge over I-494 at Chicago Avenue, new ped/bike facilities along 78th Street and across I-494, reduced traffic on 12th Avenue, and the City not taking ownership of the reconstructed or new bridges over I-494. This new infrastructure does require additional maintenance, which may not support the *service needs* goal. The expanded freeway is expected to generate more traffic, which will increase greenhouse

gas emissions in the corridor, which would not support the *climate resilience* goal.

Project 2

Equity: Project 2, taken alone, is expected to increase tailpipe emissions and tire-wear particulate matter, worsening air quality in the short term in the two historically disadvantaged Census tracts of the City. While MnDOT does expect that technological innovations will drastically reduce particulate matter along freeways by 2050, these reductions would not be due to the construction project. There is expected to be a short term reduction in travel times along the I-494 corridor as a result of the project, which may lead to less time delay for residents traveling along the corridor and reduce other emission types.

Strategic Goals: Project 2 supports *City infrastructure supports service needs* and *sustainable infrastructure financing*. The project does not require significant City cost participation, and is expected to reduce congestion in the short term on roads in Richfield. Project 2 does not support *Climate resilience is a priority*, since an expanded I-494 is expected to attract more vehicles, which will create more greenhouse gas emissions in the short term. Additionally, Project 2 (and the full Vision) do not address stormwater capacity and flooding concerns in southeast Richfield, which would require upsizing of pipes within the I-494 corridor to meaningfully address.

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

- The Municipal Consent process is defined in Minnesota Statutes, sections [161.162](#) to [161.167](#).
- The City Council created the Regional Project Evaluation Framework in 2023 to evaluate the impact of projects like this on the community. An analysis of each category was included as an attachment to the January 13, 2026 Council packet.

CRITICAL TIMING ISSUES

MnDOT is seeking a resolution to the municipal consent process as soon as feasible, in order to maintain the project approval schedule and bid the project in the fall of 2026.

FINANCIAL IMPACT

- Richfield's expected cost participation in Project 2 is approximately \$9,000.
- Additional costs may be incurred to construct elective items, such as local utility improvements or local lighting features at 100% city cost.

LEGAL CONSIDERATIONS

A Public Hearing was held on October 28, 2025. Legal notice of the Public Hearing was published in the Sun Current newspaper on September 25, 2025 and October 23, 2025.

ALTERNATIVE RECOMMENDATION(S)

None.

ATTACHMENTS

1. Resolution Project 494 MC 2026 v3

RESOLUTION NO.

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

WHEREAS, the City Council of the City of Richfield is the official governing body of the City of Richfield, Minnesota; and

WHEREAS, the Minnesota Department of Transportation (“MnDOT”) is developing a project (the “Project”) to construct Project 2 of the I-494 Corridor Vision. Project 2 of the I-494 Corridor Vision will construct an E-ZPass lane on I-494 between I-35W and 24th Avenue, reconstruct pavement on I-35W between American Boulevard and 75th Street, reconstruct the railroad bridge at Pleasant Avenue, reconstruct 78th Street east of 12th Avenue, reconstruct the I-494/Highway 77 interchange, and perform bridge deck rehabilitation on the Lyndale Avenue bridge over I-494, construct ADA improvements on the impacted local system, construct drainage system improvements, and construct utility relocations; and

WHEREAS, Minnesota Statutes Section 161.164 provides, “Before proceeding with the construction, reconstruction, or improvement of any route on the trunk highway system lying within any municipality, the commissioner [of transportation] shall submit to its governing body a final layout and project report covering the purpose, route location, and proposed design of the highway... [which] must include a good-faith cost estimate of all the costs in which the governing body is expected to participate... The governing body shall, within 60 days of receiving a final layout from the commissioner, conduct a public hearing at which the Department of Transportation shall present the final layout for the project... Within 90 days from the date of the public hearing, the governing body shall approve or disapprove the final layout in writing...”; and

WHEREAS, the Project will deliver the remaining elements of the I-494 Corridor Vision so the whole benefits of the project can be fully realized: A) reduce traffic congestion and improve reliability of average rush hour trip, B) improve safety for all modes, C) provide a transit advantage to increase the number of people who can be efficiently moved through the area, D) restore pavement to preserve infrastructure and provide a smoother ride, E) preserve existing bridges, F) improve drainage systems to reduce localized flooding and reduce run-off into the Minnesota River, and G) improve connectivity for pedestrians and bicyclists crossing I-494; and

WHEREAS, on August 29, 2025, MnDOT submitted the proposed Final Layout and other supportive materials and data to the City and requested the City’s consent to and approval of the proposed Final Layout pursuant to the provisions of Minnesota Statutes Section 161.164; and

WHEREAS, the Project is proposed to be administered by MnDOT via the design-build project delivery method, with the contract anticipated to be let in October 2026; and

WHEREAS, pursuant to the provisions of Minnesota Statutes Section 161.164, the City scheduled a public hearing, conducted a public hearing, provided at least 30-days’

notice of the public hearing and took action within 90 days from the date of the public hearing to approve or disapprove the proposed Final Layout by resolution; and

WHEREAS, at said public hearing, officials of the Minnesota Department of Transportation presented plans for review and responded to questions, and the City Council received comments regarding these plans from the public and City staff and considered all the materials and testimony which had been presented.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Richfield repeals Resolution No. 12397 and approves the plans and proposed Final Layout submitted by the Minnesota Department of Transportation on August 29, 2025 and presented at the October 28, 2025 public hearing, and will cooperate with MnDOT for the successful construction of this Project.

Adopted by the City Council of the City of Richfield, Minnesota this 10th day of March, 2026.

Mary B. Supple, Mayor

ATTEST:

Michelle Friedrich, City Clerk



Report Prepared By:

Lynnette Chambers, Housing Program Administrator

Department Director:

Melissa Poehlman, Community Development Director

Item for Consideration:

Consider approval of allocation of awards and agreements for services with the recommended non-profit organizations and authorize the Mayor and City Manager to execute agreements for services between the City of Richfield and the non-profit organizations.

EXECUTIVE SUMMARY

In November 2025, staff distributed a Request for Proposals for Social Services to non-profit agencies serving the City of Richfield for services to be provided in 2026. The 2026 City Budget includes funding for organizations that provide social services that are deemed to be of public benefit to the City and the community in general. The 2026 Budget includes \$97,584 for this purpose. A total of seven proposals were received from the following organizations:

- Reach for Resources
- VEAP
- Senior Community Services
- Loaves and Fishes
- The Family Partnership
- The Cornerstone Group
- Youable

The proposals represent a wide variety of social services offered to Richfield residents.

The organizations requested a total amount of \$118,396 exceeding the City's available funding by \$20,812.

One Richfield resident and three staff members comprised the committee that reviewed the proposals and made funding recommendations. The review committee's recommendations took into account the type of service(s) to be provided, the target population(s) to be served, and past performance of the social service agency. All seven proposals were recommended for funding.

The following table details the review committee's recommendations:

Applicant	2026 Funding Request	2026 Funding Awarded
Reach for Resources (formerly known as TRAIL)	\$5,500	\$4,000
VEAP	\$30,000	\$30,000
Senior Community Services	\$10,000	\$10,000
Loaves and Fishes	\$10,000	\$8,500
The Family Partnership	\$30,000	\$12,188
Cornerstone	\$22,896	\$22,896
Youable	\$10,000	\$10,000
Total Funding	\$118,396	\$97,584

A complete overview of all services to be provided by the various organizations is attached.

RECOMMENDED ACTION

By motion: Approve allocation of awards and agreements for services with the recommended non-profit organizations and authorize the Mayor and City Manager to execute agreements for services between the City of Richfield and the non-profit organizations.

HISTORICAL CONTEXT

The City of Richfield has historically allocated funds on an annual basis to social service agencies serving the Richfield community.

The City is not authorized to provide grant funding to social service agencies. However, the City can enter into Agreements for services with agencies for specific services that are compatible with City activities.

The 2026 recommendations are based on the following criteria:

- Demonstrated need for the proposed service for the targeted population;
- Compatibility with City functions/activities;
- Partnership and/or assistance with various City services (e.g., public safety);
- Efforts to serve low-income persons of all races/cultures/ethnicity;
- Demonstrated value to the community;
- Past performance;
- Cost of services and number of persons served; and
- Certified non-profit agency.

The following chart provides a recent history of social service funding:

	2024 Funding	2025 Funding	2026 Recommended
Reach for Resources	\$4,500	\$4,500	\$4,000

VEAP	\$25,000	\$25,000	\$30,000
Senior Community Services	\$10,000	\$10,500	\$10,000
Loaves and Fishes	\$8,000	\$8,000	\$8,500
The Family Partnership	\$12,600	\$12,600	\$12,188
Cornerstone	\$18,000	\$21,200	\$22,896
Youable	N/A	\$10,000	\$10,000
Total	\$78,100	\$91,800	\$97,584

EQUITABLE OR STRATEGIC CONSIDERATIONS OR IMPACTS

The request for proposals sought organizations serving persons of all races/cultures/ethnicity with low incomes. The services include food, advocacy, mental health counseling, transportation for people with disabilities, and support for seniors with limited resources. The services are focused on people in need and can help to reduce racial inequities and barriers for traditionally excluded groups.

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

The City partners with other agencies as warranted and practical to assist in the delivery of services to City residents.

CRITICAL TIMING ISSUES

Services are to be provided in the calendar year 2026.

FINANCIAL IMPACT

- A 2026 allocation of \$97,584 is budgeted for social services.
- The amount of funding recommended for each agency is commensurate with the type and scope of service provided and the number of residents served.
- The amount requested exceeded the City’s available funding by \$20,812.

LEGAL CONSIDERATIONS

- The City does not have the authority to make grants or donate funds to agencies but is able to enter into contracts for services with agencies to conduct activities the City is authorized to provide. The expenditure of public funds must meet two requirements: 1) there must be a public purpose for the expenditure; and 2) there must be either specific or implied authority for the expenditure in state statutes or the City's charter.
- The City Attorney approved the form of the Agreement.

ALTERNATIVE RECOMMENDATION(S)

- Approve the recommendations with revised allocations.
- Do not approve the recommendations.

ATTACHMENTS

1. CITY OF RICHFIELD REQUEST FOR PROPOSALS 2026

2. 031026_2026 Social Service Agencies and Services Provided

CITY OF RICHFIELD
REQUEST FOR PROPOSALS FOR
SOCIAL SERVICES
2026

The City of Richfield is seeking proposals for social services from non-profit agencies serving the City of Richfield. Funding parameters and priority goals for the purpose of making the best use of funds are as follows:

Funding Parameters

- Any non-profit organization is eligible to apply.
- Projects must serve Richfield residents.
- Services must be compatible with City functions and activities.

Priority Goals

The goal of the social services funding is to facilitate services to residents with lower incomes to ensure that Richfield is a community where all residents can thrive. Projects must address at least one of the following areas:

- Food insecurity
- Housing stability
- Mental health
- Personal safety
- Services for people with disabilities

Award Criteria

Proposals must meet one or more of the following criteria:

- Demonstrated need of the proposed service for the targeted population.
- Compatibility with City functions/activities.
- Partnership and/or assistance with various City services (i.e., public safety).
- Efforts to serve low-income persons of all races/cultures/ethnicities.
- Demonstrated value to the community.
- Certified Non-Profit agency.

Proposal's must be submitted by 4:30 p.m. January 9, 2026

LATE PROPOSALS WILL NOT BE ACCEPTED

Proposals must be submitted by 4:30 p.m. January 9, 2026

LATE PROPOSALS WILL NOT BE ACCEPTED

PROPOSAL SUBMISSION INSTRUCTIONS

The information requested in the attached Request for Proposals must be addressed in your proposal.

Submit 1 electronic copy (word or pdf) of your agencies proposal by 4:30 p.m. January 9, 2026 (LATE PROPOSALS WILL NOT BE ACCEPTED) to:

Lynnette Chambers
City of Richfield
6700 Portland Avenue
Richfield, MN 55423
Ichambers@richfieldmn.gov

Applicants may be asked to respond in writing to additional questions. The Richfield City Council will tentatively award contracts for services in March 2026.

Agencies awarded contracts will be required to sign a service agreement for calendar year 2026 and submit semi-annual reports on service outcomes and number of people served.

Please contact Lynnette Chambers at 612-861-9773 or Ichambers@richfieldmn.gov with any questions.

Proposals must be submitted by 4:30 p.m. January 9, 2026

LATE PROPOSALS WILL NOT BE ACCEPTED

CITY OF RICHFIELD

2026 REQUEST FOR PROPOSALS FOR SOCIAL SERVICE ASSISTANCE

Proposals for social services must include the following:

PROPOSAL HEADING

1. Agency name, address, contact person, and phone/fax/email
2. Amount of request
3. Brief description of service(s) provided
4. Identify priority area(s) you are addressing:
 - Food insecurity
 - Housing stability
 - Mental health
 - Personal safety
 - Services for people with disabilities
5. Explain how the services you are proposing to provide will benefit the City of Richfield.
6. Explain any formal or informal partnership you have with the City of Richfield (i.e., assisting Public Safety through the services you provide, etc.)

ADMINISTRATION

1. Provide a mission statement for your agency.
2. Provide verification of your organization's non-profit legal status.
3. Indicate your **total agency budget** for 2026.
4. Indicate your **proposed project budget** for 2026. Itemize proposed expenses and describe as applicable. Indicate both proposed City funds and other funds to support the project.

PROGRAM

1. Describe service to be funded, including:
 - a) Brief statement detailing the service and how it is provided
 - b) Target population(s); estimated number of **unduplicated** individuals you plan to serve residing in the City of Richfield
 - c) Eligibility criteria and process
 - d) How clients are involved in the planning process for service
 - e) Desired client outcomes and methods of evaluating and measuring client progress (use attached "Proposed Outcome/Evaluation Methods" form)
3. Demonstrate the need for the proposed service.
4. Describe outreach efforts to target populations, including immigrant and low-income individuals.

Please contact Lynnette Chambers at 612-861-9773 or lichambers@richfieldmn.gov with any questions.

Proposals must be submitted by 4:30 p.m. January 9, 2026

LATE PROPOSALS WILL NOT BE ACCEPTED

City of Richfield Social Service Programs - 2026 Outcomes

Name of Applicant Organization: _____

Address: _____

Contact Person: _____

Phone: _____

Email: _____

Brief description of service(s):

<p>Outcomes: State 3 to 5 measurable outcomes of proposed service(s) – <u>relate outcomes to client progress</u></p> <p>Outcomes indicate what result, benefit, or change would come from the service provided. Outcomes can be: 1) <i>initial</i>, such as increased knowledge, understanding, or skills; 2) <i>intermediate</i>, such as change in a specific behavior or attitude; or 3) <i>long term</i>, such as a change in the condition or status of people.</p>	<p># Served (?)</p>
Empty space for applicant to enter outcomes	Empty space for applicant to enter number of people served

2026 Social Service Agencies and Services Provided

Social Service Name	Description of services provided
Cornerstone	Funding will support Cornerstone’s continuum of services. Cornerstone provides comprehensive services for Richfield residents who have experienced domestic violence, sexual violence, human trafficking and general crime.
VEAP	The primary purpose of VEAP's Social Service program is to stabilize housing, prevent eviction and homelessness, and create a pathway to housing stability for low-income individuals, seniors, youth (18-24), and families living in the Richfield community. VEAP strives to do this by providing food, financial and supportive services that increase access to healthy food and stable housing, minimizing or preventing crises, and increasing participant resourcefulness.
The Family Partnership	The Family Partnership's School-Linked Mental Health program provides one-to-one mental health therapy co-located within Richfield Public Schools. The Family Partnership acts as a mental health resource for school staff, students, and parents, providing referrals as well as vital information on mental health. The Family Partnership is currently in Richfield STEM Elementary School, RDLS Elementary, Richfield Senior High and Richfield Pre-K programs, as well as PICA/HeadStart in the Richfield area.
Youable Emotional Health Services	Youable partners with Hennepin County on programs for youth and families. The <i>Infant Home Visiting</i> program provides support to parents and caregivers to help promote appropriate development and healthy relationships. The <i>Parent Support Outreach</i> program is a short-term, early intervention program that connects families with help to meet urgent needs and provides support for basic needs, financial needs, and health and chemical dependency concerns. Youable also offers case management services for children aged 3 to 17 in Hennepin County, with culturally specific support to Spanish- and Somali-speaking clients. It connects families to resources, services, and opportunities to help children who have mental health issues that affect their ability to function at home, in school, or in the community and successfully manage their mental health in daily life.
Reach for Resources - formerly TRAIL	Funding will support transportation to 135 Richfield Adaptive Recreation (AR & LE) programs.
Senior Community Services	The Senior Outreach & Caregiver Services program provides personalized service coordination and supportive counseling to help older Richfield residents at risk maintain their independence. Through comprehensive assessments, resource connections, and ongoing guidance, the program ensures seniors receive the care they need to thrive and maintain their independence. These services extend to family caregivers. By offering practical support, stress management strategies, and tools for balance, the program empowers caregivers to cope effectively with the challenges of their role, while assisting their older adults to live independently with dignity.
Loaves and Fishes	Loaves and Fishes offer free, healthy meals at over 25 Community Meal Sites across Minnesota including one Community Meal Site in Richfield. Loaves and Fishes’ objective is to alleviate hunger and food insecurity while sourcing food responsibly and sustainably.



Report Prepared By:

Mark McKinley, Administrative Assistant

Department Director:

Katie Rodriguez, City Manager

Item for Consideration:

Consideration of alternate appointment to fill vacancy on Advisory Board of Health.

EXECUTIVE SUMMARY

Maintaining a full commission roster allows for a diverse range of perspectives to be shared during each commission meeting. Maintaining a full roster allows for more flexibility in instances where a quorum is needed to conduct official business.

RECOMMENDED ACTION

By Motion: Approve the appointment of Jacob Pederson as Advisory Board of Health Commissioner commencing on March 10, 2026 and expiring January 31, 2027.

HISTORICAL CONTEXT

City advisory board and commissions were established by City ordinance or resolution.

EQUITABLE OR STRATEGIC CONSIDERATIONS OR IMPACTS

It is advisable to appoint a replacement to ensure quorum at meetings.

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

None

CRITICAL TIMING ISSUES

None

FINANCIAL IMPACT

None

LEGAL CONSIDERATIONS

ALTERNATIVE RECOMMENDATION(S)

ATTACHMENTS

None