



Richfield City Council Agenda

April 14, 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 March 24, 2026, and (2) City Council Regular Meeting from March 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 Arab American Heritage Month.**
 - b. **Proclamation celebrating Earth Day.**
 - c. **Proclamation celebrating Arbor Day.**
 - d. **Presentation of the 2025 Food Safety Awards.**
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. **Approval of a Stormwater Construction and Maintenance Agreement with Woodlawn Terrace Cooperative located at 7421 Lyndale Ave South.**
 - c. **Approval of the bid tabulation and authorize the Mayor and City Manager to execute a contract with Visu-Sewer for the 2026 Sanitary Sewer Lining Cured-in-Place-Pipe (CIPP) Project in the amount of \$790,929.60, and authorize the City Manager to approve contract changes up to \$175,000 without further City Council consideration.**
 - d. **Approval of the bid tabulation and authorize the Mayor and City Manager to execute a contract with GMH Asphalt Corporation for the 2026 Mill and Overlay Project.**
 - e. **Approval of a resolution prohibiting on-street parking on County State Aid Highway 52 (Nicollet Avenue) from 77th Street to 66th Street.**
 - f. **Approval of the updated Climate Action Plan.**
8. **Consideration of Items, if Any Removed From Consent Calendar**
9. **Public Hearings**
10. **Proposed Ordinances**
11. **Resolutions**
12. **Other Business**
 - a. **Consider confirmation of the appointment of Kate Croteau as Human Resources Director for the City of Richfield effective May 18, 2026.**
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

March 24, 2026

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| ITEM #1 | CALL TO ORDER |
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Council Member Coleman-Woods called the work session to order on March 24, 2026, at 5:05 p.m., in the Bartholomew Room.

Council Present: Mary Supple, Mayor; Walter Burk, Sean Hayford Oleary, Sharon Christensen, Rori A. Coleman-Woods.
Mayor Supple and Council Member Hayford Oleary arrived at 5:10 pm.

Absent: None.

Staff Present: Katie Rodriguez, City Manager; Kristin Asher, Public Works Director; Mary Bogie, Finance Director; Andrew Spear, IT Manager; Russ Lupkes, Utility Superintendent; Scott Kulzer, Senior Analyst; and Michelle Friedrich, City Clerk.

Guests: Kabby Jones, HDR Project Manager; Shawn Koorn, HDR Rate Analyst.

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| ITEM #2 | ITEM DISCUSSION |
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a. Utility Rate Study and Financial Analysis for Infrastructure Renewal Planning

Public Works Director Asher introduced the utility rate study and financial analysis item and noted Council understanding and feedback is needed on policies and approaches for potential implementation in 2027. She noted a detailed presentation would be provided at the August KFS Utility Rates Work Session, with additional sessions possible if needed. Public Works Director Asher introduced HDR Rate Analyst Shawn Koorn.

Mr. Koorn presented the utility rate study and financial analysis covers a 10-year period through 2035 and assumes 4% inflation. Mr. Koorn noted findings include a large funding gap in water utility, while sewer and stormwater utilities present stronger financial positions with sustainable pay-as-you-go funding supported by reserves across the 10-year period. Mr. Koorn noted the analysis and proposed rate adjustments support operations/maintenance system expenses and prudently fund system improvements and replacements. He added that the analysis does not include funding for future renewal and replacement projects or renewal and replacement reserves. Mr. Koorn reviewed residential, multifamily, and commercial utility rate transition plans, and noted the plans were developed to be cost-based, stable, and easy to understand, while encouraging conservation. Council discussed potential refinements, including equity for larger users and separate infrastructure charges.

Council consensus prefers maintaining the current rate structure with proportional increases, supporting transparency, conservation incentives, with further analysis of multifamily and commercial usage to enhance equity.

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| ITEM #3 | ADJOURNMENT |
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Mayor Supple adjourned the work session at 6:51 p.m.

Date Approved: April 14, 2026

Mary B. Supple
Mayor

Michelle Friedrich
City Clerk

Katie Rodriguez
City Manager

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CITY COUNCIL MEETING MINUTES

Richfield, Minnesota

Council Regular Meeting

March 24, 2026

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| ITEM #1 | CALL TO ORDER |
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The meeting was called to order by Mayor Supple at 7:02 p.m. on March 24, 2026, in the Council Chambers.

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

Staff Present: Katie Rodriguez, City Manager; Karl Huemiller, Recreation Director; Kristin Asher, Public Works Director; Jay Henthorne, Director of Public Safety; Mary Tietjen, City Attorney; and Michelle Friedrich, City Clerk.

Guests: None.

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

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| ITEM #3 | APPROVAL OF AGENDA |
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MOTION: made by Council Member Hayford Oleary, seconded by Council Member Burk to approve the agenda as presented.

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

Motion carried: 5-0

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| ITEM #4 | APPROVAL OF MINUTES |
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MOTION: made by Council Member Coleman-Woods, seconded by Council Member Hayford Oleary to approve the minutes of the (1) City Council Work Session from March 10, 2026, and (2) Regular Meeting from March 10, 2026.

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

Motion carried: 5-0

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| ITEM #5 | OPEN FORUM |
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Mayor Supple noted the process for 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. Instructions were given for speakers to state their name and city of residence before speaking. Mayor Supple noted two emails received by staff regarding public comment were forwarded to Council for review.

Three residents addressed the Council during the Open Forum opportunity.

Birgit Johnson, Richfield resident, described her personal journey becoming a U.S. citizen as a respectful immigration experience, with a supportive and diverse naturalization ceremony. Ms. Johnson emphasized that immigrants work hard to earn citizenship and should be treated with dignity.

Ashley Heurung, Richfield resident, expressed opposition to a proposal allowing the city manager and mayor to spend up to \$10,000 on ICE-related reimbursements, citing concerns about lack of limits, transparency, and oversight. Ms. Heurung emphasized recent spending approved by Council, questioned prioritization over core services, and urged requiring full council approval and clear guidelines for any future use of taxpayer funds.

Ginny Morin, Richfield resident, expressed opposition to ongoing city spending on charitable initiatives funded by taxpayers. Ms. Morin emphasized high taxes, questioned budget management, and urged stricter limits and more disciplined budgeting and prioritization of city funds.

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| ITEM #6 | PROCLAMATIONS AND PRESENTATIONS |
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None.

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

- a. Approve Disbursements/Claims

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| U.S. BANK | 3-13-2026 |
| A/P Checks/ETF's: (2-28-2026 - through 3-13-2026) | \$2,372,145.26 |
| Payroll (3-13-2026) | \$1,059,980.50 |
| TOTAL | \$3,432,125.76 |

- b. Consider approval of an agreement with the Richfield Leadership Network nonprofit to provide social services to the City of Richfield and authorize the Mayor and City Manager to execute the final agreement.
- c. Consider approval of a resolution authorizing Recreation Services staff to submit a Minnesota Department of Natural Resources Local Trail Connections Program Grant to

connect the Nine Mile Creek Trail to the Southdale Library through Adams Hill Park, and authorize staff to execute a grant agreement, if awarded, and proceed with the trail connection project.

**RESOLUTION NO. 2026-12417
AUTHORIZING STAFF TO SUBMIT A GRANT APPLICATION TO THE MINNESOTA DEPARTMENT OF NATURAL RESOURCES FOR THE LOCAL TRAIL CONNECTIONS PROGRAM TO CONNECT THE NINE MILE CREEK TRAIL TO THE SOUTHDALE LIBRARY THROUGH ADAMS HILL PARK, AND AUTHORIZING STAFF TO EXECUTE A GRANT AGREEMENT, IF AWARDED, AND PROCEED WITH THE TRAIL CONNECTION PROJECT**

- d. Consider approval of a Stormwater Maintenance Agreement between the City of Richfield and Best Buy Company, Inc. and authorize the Mayor and City Manager to execute the agreement.
- e. Consider approval of a contract renewal with ADESA Minneapolis for 2026 for auctioning forfeited vehicles from Public Safety/Police Departments.

Council responded to feedback on item 7b, explaining that the proposed \$5,000–\$10,000 for tow fee reimbursement is intended to balance fairness for residents with maintaining city policies such as snow removal and parking enforcement. Council noted that not enforcing towing could create operational and maintenance issues for the City and stated the funding supports equity and community stability and is a reasonable and purposeful use of city funds.

Council commented on item 7c, thanking Recreation Services staff for applying for the grant. Council highlighted the importance of improving pedestrian connectivity between the Southdale Library and nearby park areas, particularly for children in a densely populated neighborhood, and noted the potential for future trail connections.

MOTION: made by Council Member Hayford Oleary, seconded by Council Member Burk to approve consent calendar items 7a-e as presented.

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

Motion carried: 5-0

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| ITEM #8 | CONSIDERATION OF ITEMS, IF ANY, REMOVED FROM CONSENT CALENDAR |
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None.

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| ITEM #9 | PUBLIC HEARINGS |
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None.

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| ITEM #10 | PROPOSED ORDINANCES |
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None.

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| ITEM #11 | RESOLUTIONS |
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None.

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| ITEM #12 | OTHER BUSINESS |
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- a. Consider a correction to an alternate appointment to fill a vacancy on the Advisory Board of Health and approval of Erik Porter as Advisory Board of Health Commissioner.

Council Member Hayford Oleary presented staff report 12a, considering a correction to the previous commissioner’s appointment with the Advisory Board of Health due to an administrative error.

MOTION: made by Council Member Hayford Oleary, seconded by Council Member Burk to remove alternate commissioner Jacob Peterson as the Advisory Board of Health Commissioner.
 Voting Aye: Mayor Supple, Council Member Burk, Council Member Hayford Oleary, Council Member Christensen, and Council Member Coleman-Woods.
Motion carried: 5-0

MOTION: made by Council Member Hayford Oleary, seconded by Council Member Burk to approve the appointment of Eric Porter as the Advisory Board of Health Commissioner commencing on March 24, 2026, and expiring January 31, 2027.
 Voting Aye: Mayor Supple, Council Member Burk, Council Member Hayford Oleary, Council Member Christensen, and Council Member Coleman-Woods.
Motion carried: 5-0

- b. Consider an alternate appointment to fill a vacancy on the Planning Commission.

Council Member Coleman-Woods presented staff report 12b, considering alternate commissioner Jacob Peterson, to fill the vacancy on the Planning Commission.

MOTION: made by Council Member Coleman-Woods, seconded by Council Member Hayford Oleary to approve the appointment of Jacob Peterson to the vacant seat on the Planning Commission, commencing on March 24, 2026, and expiring January 31, 2027.
 Voting Aye: Mayor Supple, Council Member Burk, Council Member Hayford Oleary, Council Member Christensen, and Council Member Coleman-Woods.
Motion carried: 5-0

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| ITEM #13 | CITY MANAGER’S REPORT |
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City Manager Rodriguez reported at the last meeting there were six residents who spoke during the open forum—four on impacts of increased immigration enforcement and two on outdoor lighting concerns. She noted no new questions were raised, and topics had been addressed in previous meetings. City Manager Rodriguez referenced a discussion by staff regarding agenda item placement of commission vacancies and appointments on future agendas and requested Council feedback. Council noted keeping commission vacancies and appointments under Other Business to formally acknowledge the time commitment of appointees.

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

Council Member Hayford Oleary expressed appreciation for the upcoming Richfield High School Job Olympics. Council Member Hayford Oleary noted the event provides students with hands-on experience in areas like job applications, mock interviews, thank-you notes, and professional skills, and encouraged volunteering for the event.

Council Member Christensen thanked city staff, particularly the IT department, for their support with remote meeting technology over the past four months. She expressed appreciation for the assistance that allowed her to continue participating in meetings remotely and remarked that it feels good to be back in-person at the meetings.

Council Member Coleman-Woods welcomed back Council Member Christensen and wished the Richfield High School basketball team good luck in the quarterfinal state championship game against Sartell at Williams Arena, adding, "Let's go Spartans!"

Mayor Supple recognized Village Shores, noting a follow-up visit and celebrating the 100th birthday of one of its residents. She also highlighted a successful community fundraising event at House of Prayer Church, hosted by the Richfield Community Safety Network, which featured an "Animals Helping People" theme and drew a large turnout. Mayor Supple mentioned Hennepin County's ongoing small business assistance program and upcoming opportunities through the Economic Development Department, thanking staff and organizers for their efforts.

b. Council Liaison Reports

None.

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| ITEM #15 | ADJOURNMENT |
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MOTION: made by Council Member Coleman-Woods, seconded by Council Member Burk to adjourn the meeting at 7:27 p.m.

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

Motion carried: 5-0

Date Approved: April 14, 2026

Mary Supple
Mayor

Michelle Friedrich
City Clerk

Katie Rodriguez
City Manager

From: [Michelle Friedrich](#)
To: [Mary Supple](#)
Cc: [Mark McKinley](#); [Katie Rodriguez](#)
Bcc: [Sean Hayford Oleary](#); [Sean Hayford Oleary](#); [Walter Burk](#); [Rori Coleman-Woods](#); [Rori Woods](#); [Sharon Christensen](#)
Subject: FW: Re:City Council Open Forum 3/24/26
Date: Monday, March 23, 2026 1:35:00 PM
Attachments: [image001.png](#)

Good afternoon Mayor and Council,

We have received a public comment email for Open Forum for the Council regular meeting scheduled for Tuesday, March 24. Please see the email trail below.

Thank you,



Michelle Friedrich (she/her/hers)
City Clerk
6700 Portland Ave S., Richfield MN 55423
Tel: (612) 861-9739 | Fax: (612) 861-9715
mfriedrich@richfieldmn.gov

From: Deb Nelson <dnelson1956.dn@gmail.com>
Sent: Monday, March 23, 2026 11:26 AM
To: Michelle Friedrich <MFriedrich@richfieldmn.gov>
Subject: Re:City Council Open Forum 3/24/26

It is my understanding that a closed door session is occurring with regard forcing Golden Tobacco, 22 W 66th Street, to give up their tobacco license. This establishment, operating for many years in Richfield, is a family run, minority owned, small business. It is an Adult only smoke shop, with a sign posted outside their door, that you have to be at least 21 to enter their premises. As far as I can tell, they comply with tobacco control law measures, albeit in all their years, there has possibly been some violations, with stricter compliances from the owner enacted. As a smoker, I frequent their establishment often, and shop at other Hub stores at the same time. The owner, family, and employees are friendly and a positive experience while shopping the Hub. I can't say that for some of the stores. It may appear that City Council are continuing End Game strategies, but please don't infringe on the rights and liberties of adults that smoke. Our choice, not yours. You already have plenty of non-smoking laws to restrict use and sales to help keep everyone safe. If your issue is underage sales, maybe have them card ALL customers like they do at the city owned liquor stores. This is not an inconvenience, and I'm 70, long past the looks of a 21 year old. And for those under-age, have them arrested

or detained so that parents get involved to educate their child properly, as they should, or if 18+, give them a fine as money speaks volumes. Ending Golden Tobacco's tobacco license will put them out of business, and they don't deserve this. Thank you. Deb Nelson

From: [Michelle Friedrich](#)
To: [Mary Supple](#)
Cc: [Mark McKinley](#); [Katie Rodriguez](#)
Bcc: [Sean Hayford Oleary](#); [Sean Hayford Oleary](#); [Walter Burk](#); [Rori Coleman-Woods](#); [Rori Woods](#); [Sharon Christensen](#)
Subject: FW: City Council Open Forum 3/24/26
Date: Tuesday, March 24, 2026 4:32:00 PM
Attachments: [image001.png](#)

Mayor and Council,

Please review the email trail for an additional email Open Forum comment received today at 1:10 pm. This will also be included as a pdf tab on your dais computer at the regular meeting tonight.

Thank you,



Michelle Friedrich (she/her/hers)

City Clerk

6700 Portland Ave S., Richfield MN 55423

Tel: (612) 861-9739 | Fax: (612) 861-9715

mfriedrich@richfieldmn.gov

From: Aaron <2arondmn@gmail.com>
Sent: Tuesday, March 24, 2026 1:09 PM
To: Michelle Friedrich <MFriedrich@richfieldmn.gov>
Subject: City Council Open Forum 3/24/26

I have concerns with the plan to use tax dollars to fund hardship by those affected by ICE operations in the city. While this is a very compassionate thing to do, using taxpayer money to fund this hardly seems appropriate. Minnesota taxpayers are already burdened with high income, property and sales taxes, which we have learned that a large amount has been used fraudulently. An appropriate approach would be to host a fundraiser or a go fund me to allow like minded compassionate individuals to help out, while not forcing the rest of our hard working citizens to give in a portion of their paycheck. Not giving us the choice in contributing to someone else's possible hardship, while many of us are struggling with our own, is just not right. Thank you for your consideration in this matter.

Aaron Davis
Richfield Resident



Proclamation of the City of Richfield

WHEREAS, Arab American Heritage Month began as an initiative in 2017 with only a few states and cities, it is now being recognized on the national level since President Biden became the first U.S. president to proclaim the month in April 2021; and

WHEREAS, over 3.5 million Arab Americans have contributed to many facets of American society including arts, business, economics, education and social services; and

WHEREAS, Arab Americans have faced and continue to face discrimination, racial profiling, and violence both domestically and abroad; and

WHEREAS, we celebrate the accomplishments of such distinguished Arab Americans as journalist and speaker Noor Tagouri and Representative Rashida Tlaib from Michigan; and

WHEREAS, Arab American Heritage Month celebrates the beautiful, intellectual, and cultural heritage of Arab Americans and all their achievements and contributions to Richfield, Minnesota, the United States, and the world; and

WHEREAS, the Richfield Human Rights Commission supported a proclamation celebrating Arab American Heritage Month at its March 3rd meeting;

NOW, THEREFORE, I, Mary Supple, Mayor of the City of Richfield, on behalf of the Richfield City Council, do hereby proclaim the month of April 2026 as Arab American Heritage 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 Arab Americans throughout the year.

PROCLAIMED this 14th day of April, 2026

Mary B. Supple, Mayor



Proclamation of the City of Richfield

WHEREAS, Earth Day will be celebrated nationwide on Wednesday, April 22nd, to continue fostering awareness about the urgent and ever-present need to respect and care for the environment; and

WHEREAS, climate change continues to be felt in different ways seasonally and all across the state, with temperatures hitting 90°F in October twice in the past three years and more frequent and worse air quality alerts (experiencing Minnesota's first hazardous AQI indicator in 2025); and

WHEREAS, these patterns and shifts are only projected to increase, with more frequent freeze/thaw cycles, increased amounts of precipitation in shorter time frames, and prolonged heatwaves; and

WHEREAS, Richfield's newly updated Climate Action Plan, which includes new goals and actions that work to increase the city's climate adaptation and mitigation efforts, will be brought before the City Council tonight for approval; and

WHEREAS, the City of Richfield continues to work on new climate related projects like creating natural resource plans for several of the city's largest parks and strengthening the sustainability aspects of the next comprehensive plan; and

WHEREAS, community members are encouraged to participate in litter and storm drain clean-ups this month and year-round to demonstrate good stewardship of green spaces and natural resources; and

WHEREAS, Earth Day will also be celebrated in Richfield with an event filled with activities, resources, as well as a seed and tool swap, from 1-4 p.m. at the Richfield Community Center on Saturday, April 25th;

NOW, THEREFORE, I, Mary Supple, Mayor of the City of Richfield, do proclaim that the City of Richfield observes Earth Day as a way of promoting environmental stewardship and mindful choices to help preserve and protect our natural habitats.

PROCLAIMED this 14th day of April, 2026.

Mary Supple, Mayor

Attest:



Proclamation of the City of Richfield

WHEREAS, Arbor Day will be celebrated nationwide on Friday, April 24th, and will provide people across the nation an opportunity to celebrate the importance of trees and forests to our economy, culture, history, and future; and

WHEREAS, Arbor Month is celebrated in Minnesota during the month of May, to promote the value and planting of trees; and

WHEREAS, Arbor Day 2026 marks the 154th Anniversary of the original United States Arbor Day celebration held on April 10th, 1872 in Nebraska City, Nebraska; and

WHEREAS, Trees are of great value as they provide clean air and water, shade and energy savings, wildlife habitat, recreational opportunities, wood products, and jobs while reducing stormwater runoff and capturing and storing carbon from the atmosphere, thereby offsetting greenhouse gas emissions; and

WHEREAS, Properly planting and caring for a diverse mix of trees makes community forests more resilient by minimizing the impacts of diseases, insects, and other stressors such as climate change and providing long-term community and environmental benefits; and

WHEREAS, Thoughtfully choosing, planting, and caring for a diverse mix of trees now supports resilient communities into the future; and

WHEREAS, Arbor Day will be celebrated in conjunction with Earth Day in Richfield with an event filled with activities, resources, as well as a seed and tool swap, from 1-4 p.m. at the Richfield Community Center on Saturday, April 25th;

NOW, THEREFORE, I, MARY SUPPLE, Mayor of the City of Richfield, do hereby proclaim April 24th, 2026 as Arbor Day in the City of Richfield as a way of promoting tree stewardship and mindful choices to help preserve and enhance our urban forest.

PROCLAIMED this 14th day of April, 2026.

Mary B. Supple, Mayor



Report Prepared By:

Department Director:

Item for Consideration:

Approval of a Stormwater Construction and Maintenance Agreement with Woodlawn Terrace Cooperative located at 7421 Lyndale Ave South.

EXECUTIVE SUMMARY

The property at 7421 Lyndale Avenue South has been redeveloped to improve site hardscapes and utilities infrastructure. The City has worked with the developer to draft a Stormwater Construction and Maintenance Agreement that defines ownership and maintenance responsibilities for the site improvements constructed during the redevelopment project. These improvements include:

- Water Improvements
- Sanitary Improvements
- Stormwater Control Devices

RECOMMENDED ACTION

By Motion: Approve the Stormwater Construction and Maintenance Agreement with Woodlawn Terrace Cooperative that defines ownership and maintenance responsibilities for certain features constructed within the parcel located at 7421 Lyndale Avenue South.

HISTORICAL CONTEXT

Woodlawn Terrace is a 5-acre manufactured home community site, with spaces for approximately 53 units, that is located on Lyndale Avenue between 74th and 75th Streets. The property is owned by the Woodlawn Terrace Cooperative as of 2021, which is comprised of residents who live in the manufactured home community. Previously, the property's water supply was served off of a private well, which was abandoned in 2025. At the same time, Woodlawn Terrace Cooperative connected to the Richfield water distribution system and installed new water main, sanitary main, and stormwater drainage structures within the parcel to serve the residents.

EQUITABLE OR STRATEGIC CONSIDERATIONS OR IMPACTS

Stormwater Construction and Maintenance Agreements like this constitute routine City business as part of the redevelopment process.

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

The City requires a Stormwater Construction and Maintenance Agreement for redevelopment projects containing public improvements and/or stormwater treatment structures.

CRITICAL TIMING ISSUES

The redevelopment project is complete and approval of the Stormwater Construction and Maintenance Agreement is timely.

FINANCIAL IMPACT

- The Stormwater Construction and Maintenance Agreement requires the property owner to cover all costs related to inspection and maintenance of its stormwater mitigation system.
- The property owner will be required to reimburse the City for any costs incurred by the City in performing activities identified as the responsibility of the property owner.
- Financial responsibilities of other items varies per the Stormwater Construction and Maintenance Agreement.

LEGAL CONSIDERATIONS

The City Attorney was consulted during the negotiations of terms and has reviewed the agreement.

ALTERNATIVE RECOMMENDATION(S)

None.

ATTACHMENTS

1. 2026-04-14 Woodlawn Terrace Construction and Maintenance Agreement

STORMWATER CONSTRUCTION AND MAINTENANCE AGREEMENT

This STORMWATER CONSTRUCTION AND MAINTENANCE AGREEMENT (“Agreement”), made and entered into as of the _____ day of _____, 2026 by and between Woodlawn Terrace Cooperative, a cooperative association (“Developer”) and the City of Richfield, Minnesota, a Minnesota municipal corporation (“City”)

RECITALS

A. Developer owns certain real property located in the City of Richfield, legally described in the attached Exhibit A (“Property”).

B. The City owns a ten foot storm sewer easement that runs north to south through the property, legally described in the attached easement document Exhibit B (the “City Easement”).

C. Within the City Easement, the City has located, owns, and operates certain stormwater utility improvements, including a sewer main (the “City Stormwater Improvements”).

D. Developer has located, owns, and operates certain stormwater utility improvements on the Property that discharge stormwater into the City’s Stormwater Improvements, as described in attached Exhibit C and depicted in the attached Exhibit D (the “Private Utility Improvements”).

E. For the purpose of providing the basis for the proper discharge by the Developer into the City Stormwater Improvements, and the design, construction, repair, replacement, and maintenance of the Private Utility Improvements, the parties wish to enter into this Agreement.

AGREEMENT

For good and valuable consideration, the receipt and sufficiency of which the parties acknowledge, the parties agree as follows:

1. Design of Private Utility Improvements. The City shall review and approve plans and specifications for the Private Utility Improvements. The City may reject the plans, specifications, or the final construction if they do not meet the City standards. The Developer is responsible for any costs to bring the plans or construction into compliance with City standards.

2. Construction of Private Utility Improvements. The Developer shall construct and pay for the cost of any Private Utility Improvements.

3. Inspection and Cleaning of Private Utility Improvements.

a. Frequency. The Developer shall be responsible for inspecting and cleaning any Private Utility Improvements at least annually, unless a more frequent

inspection or cleaning is requested by the City.

- b. Costs. The Developer shall cover the cost of all such inspections and cleanings.

4. Maintenance, Repair and Replacement Obligation. As described in the attached Exhibit C and depicted in the attached Exhibit D, Developer shall retain the ownership and maintenance responsibilities for the Private Utility Improvements. The party having the maintenance, repair or replacement obligation, as outlined in this Agreement and the attached exhibits, shall have the affirmative obligation of assuring the item to which the obligation attaches is always kept in good, safe, operable and presentable condition. If the City becomes aware of a condition relating to an item for which the Developer is obligated, it shall notify the Developer in writing whereupon the Developer shall promptly inspect, and as needed, maintain, repair or replace the item within 30 days of the date of such notification by the City.

5. Right of Access and City Maintenance Rights. The Developer grants to the City, its agents and employees, the right to enter the Property to conduct periodic inspections of the City Stormwater Improvements and Private Utility Improvements.

6. No Salt Storage. Developer shall not store, on or within the City Stormwater Improvements, the Private Utility Improvements, or any public property, salt or other similar chemicals used to treat snow and ice.

7. Default. If either party defaults in any of its obligations hereunder, after notice of such default and failure to cure within 30 days following such notification, unless extended upon mutual agreement of the parties, the non-defaulting party may pursue whatever remedies are available to it at law or in equity. The non-defaulting party may also terminate this Agreement following such notice and the failure to cure, except that the Developer's obligation to construct, repair, maintain and reconstruct the Private Utility Improvements shall survive such termination. In addition to such remedies, if the Developer is the defaulting party, the City may, after such notice and cure period, perform the work and recover the entire cost of such work against the Developer through a lien against the Property to be collected as a special assessment. The Developer agrees and stipulates that any such work will be for the betterment of the Property, and that the value of the Property will be increased by at least the cost of the work. The Developer for itself, its successors and assigns, waives any challenge to the amount of the assessment for such work, and waives its right to a hearing on the assessment or to challenge the assessment following its being levied. In addition to placing an assessment lien against the Property under Minnesota Statutes, Chapter 429, the City may also seek to impose and collect a lien pursuant to Minnesota Statutes, Section 514.67.

8. Miscellaneous Provisions.

- a. Insurance. The Developer will, during the term of this Agreement, maintain coverages from insurance companies acceptable to the City, at levels acceptable to the City insuring against claims for injury, death or property damage or death caused by any activities conducted by Developer, its officers,

agents, or employees and the failure of Developer, as obligated hereunder, to properly maintain, repair, or replace the Private Utility Improvements. Developer must submit a certificate of insurance to the City in form and substance that is acceptable to the City Attorney.

- b. Indemnity. The Developer also agrees to indemnify, hold harmless and defend the City, its officers, agents and employees from any claims or causes of action occasioned by or arising out of the Developer's activities or failure to perform activities under this Agreement. The Developer's obligation to defend and indemnify shall not extend to claims which are the result of the negligence or the willful misconduct of the City, its officers, agents or employees.
- c. Term. Unless earlier terminated as provided in Paragraph 12, this Agreement shall remain in full force and effect until terminated by the mutual written agreement of the parties.
- d. Binding Effect. All duties and obligations of the Developer under this Agreement shall also be duties and obligations of the Developer's successors and assigns. The terms and conditions of this Agreement shall run with the land, be binding on subsequent owners, and shall be recorded with the property records of Hennepin County, Minnesota.
- e. Recording. The City shall record this Agreement among the land records, within 60 days of the date hereof, and shall pay for the cost of such recording.
- f. Other Approvals. This Agreement shall not relieve Developer from the need to obtain all licenses, permits and approvals which are required by the City and other permitting and licensing authorities to allow for the development of the Property. Nor shall this Agreement be deemed a waiver of the City's legislative or quasi-judicial judgment in considering the granting of any such licenses, permits or approvals. Additionally, no structure or improvement which is the subject of this Agreement may be constructed until any necessary land use approvals and/or variances have first been obtained.
- g. No Interest in Land. Unless explicitly set forth in this Agreement, this Agreement does not create any property or ownership interest of the Developer in the City Stormwater Improvements or any public property.
- h. Notices.

City:
City of Richfield
6700 Portland Avenue S.
Richfield, MN 55423
Attn: City Engineer

Developer:
Woodlawn Terrace Cooperative
7421 Lyndale Ave S
Richfield, MN 55423
Attn: President

- i. Severability. If any provision of this Agreement is invalid or unenforceable, such provision, if feasible, shall be deemed to be modified to be within the limits of enforceability or validity; if, however, the offending provision cannot be so modified, it shall be stricken and all other provisions of this Agreement in all other respects shall remain valid and enforceable.
- j. Entire Agreement. This Agreement, including the exhibits, contains the entire agreement between the parties pertaining to the subject matter hereof and fully supersedes all prior written or oral agreements and understandings between the parties pertaining to such subject matter.
- k. Amendment. This Agreement shall not be modified, amended, supplemented or revised, except by a written document signed by the parties.
- l. Exhibits. All exhibits referred to in and attached to this Agreement are incorporated and made a part of this Agreement.
- m. Counterpart Signatures. This Agreement may be executed simultaneously in two or more counterparts, each of which shall be deemed original, and all of which shall constitute one and the same instrument.

[Signature pages to follow]

WOODLAWN TERRACE COOPERATIVE

By: Beverly Adrian

Name: Beverly K. Adrian

Its: President

Dated: 3-6-2026

By: Jackie M Soucek

Name: Jackie M Soucek

Its: Vice President

Dated: 03/06/2026

STATE OF MINNESOTA)
) ss.
COUNTY OF Hennepin)



The foregoing instrument was acknowledged before me this 6th day of March, 2026, by Beverly Adrian, the President of Woodlawn Terrace Cooperative, on behalf of the Owner.

Maria Russett Notary
Public

STATE OF MINNESOTA)
) ss.
COUNTY OF Hennepin)



The foregoing instrument was acknowledged before me this 6th day of March, 2026, by Jacqueline Soucek, the Vice President of Woodlawn Terrace Cooperative, on behalf of the Owner.

Maria Russett Notary
Public

This document drafted by:

Sam Ketchum
Kennedy & Graven, Chartered
700 Fifth Street Towers
150 South Fifth Street
Minneapolis, MN 55402
(612) 337-9300

EXHIBIT A

Legal Description

The south five (5) acres of the North ten (10) acres and the North four feet (4') of the South twenty (20) acres of the North thirty (30) acres of the Northwest One Quarter of the Southwest One Quarter of Section 34, Township 28 North, Range 24, West of the Fourth Principal Meridian, except railroad right-of-way, Hennepin County, Minnesota.

EXHIBIT B

EXISTING STORM SEWER EASEMENT

To Have and to Hold the Same, Together with all the hereditaments and appurtenances thereunto belonging or in anywise appertaining, to the said party of the second part, its successors and assigns, Forever.

In Testimony Whereof, The said part 1es of the first part have hereunto set their hand s the day and year first above written.

In presence of

Raymond L. Leverage
Just Hall

Emil A. Beckmann
Elizabeth M. Beckmann

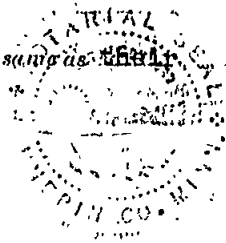
State of Minnesota,

County of Hennepin ss.

On this 21st day of July, 1955, before me, a Notary Public within and for said County, personally appeared

Emil A. Beckmann and Elizabeth M. Beckmann, husband and wife

to me known to be the person s described in, and who executed the foregoing instrument, and acknowledged that the executed the same as their free act and deed (See Note)



Paul H. Haugen

Notary Public Hennepin County, Minn.

My commission expires PAUL H. HAUGEN Notary Public, Hennepin County, Minn. My Commission Expires Mar. 18, 1960.

Note: The blank lines marked "See Note" are for use when the instrument is executed by an attorney in fact.

Filed for record on the 20 day of Sep A. D. 1955 at 3:45 o'clock P. M.

Quit Claim Deed. Individual to Corporation.

Form No. 28-M.

Miller-Davis Co., Minneapolis, Minn. Minnesota Uniform Conveying Blanks (1931)

2967019 DEED BOOK 2060 PAGE 163

This Indenture, Made this 19 day of July, 1955, between Kermit V. Haugen and Gladys S. Haugen, husband and wife

of the County of Hennepin and State of Minnesota part 1es of the first part, and The Village of Richfield, a municipal corporation under the laws of the State of Minnesota, party of the second part,

Witnesseth, That the said part 1es of the first part, in consideration of the sum of One Dollar and other good and valuable consideration - DOLLARS, to them in hand paid by the said party of the second part, the receipt whereof is hereby acknowledged, do hereby Grant, Bargain, Quitclaim, and Convey unto the said party of the second part, its successors and assigns, Forever, all the tract or parcel of land lying and being in the County of Hennepin and State of Minnesota, described as follows, to-wit:

An easement for the construction, operation, maintenance and repair of a storm sewer over and across the following described property:

The East ten (10) feet of the West Three Hundred Twenty-nine and 6/10ths (329.6) feet of the South five (5) acres of the North ten (10) acres of the Northwest Quarter (NW 1/4) of the Southwest Quarter (SW 1/4) of Section Thirty-four (34), Township Twenty-eight (28), Range Twenty-four (24), according to the U. S. Government Survey thereof.

FILED DATE
No. C 3103 7-25-55
VILLAGE OF RICHFIELD
CLERKS OFFICE
By _____

To Have and to Hold the Same, Together with all the hereditaments and appurtenances thereunto belonging or in anywise appertaining, to the said party of the second part, its successors and assigns, Forever.

In Testimony Whereof, The said parties of the first part have hereunto set their hand & the day and year first above written.

In presence of
[Signatures: Clayton L. Lefevre, Kermit V. Haugen, Gladys S. Haugen]

State of Minnesota, }
County of Hennepin } ss.
On this 19th day of July, 1955, before me, a Notary Public within and for said County, personally appeared Kermit V. Haugen and Gladys S. Haugen, husband and wife

to me known to be the person described in, and who executed the foregoing instrument, and acknowledged that they executed the same as their free act and deed. (See Note)

[Signature: Clayton L. Lefevre]
Notary Public Hennepin County, Minn.

My commission expires 1956
CLAYTON L. LEFEVRE
Notary Public, Hennepin County, Minn.
My Commission Expires Dec. 27, 1956

Filed for record on the 20 day of Sep A. D. 1955 at 3:45 o'clock P. M.

DEED BOOK 2060 PAGE 164
This Indenture, Made this 20th day of July, 1955, between Milton J. Carter, single 2967020

of the County of Hennepin and State of Minnesota, part of the first part, and The Village of Richfield, a municipal corporation under the laws of the State of Minnesota, party of the second part,

Witnesseth, That the said party of the first part, in consideration of the sum of One Dollar and other good and valuable consideration - DOLLARS, to him in hand paid by the said party of the second part, the receipt whereof is hereby acknowledged, do hereby Grant, Bargain, Quitclaim, and Convey unto the said party of the second part, its successors and assigns, Forever, all the tract or parcel of land lying and being in the County of Hennepin and State of Minnesota, described as follows, to-wit:

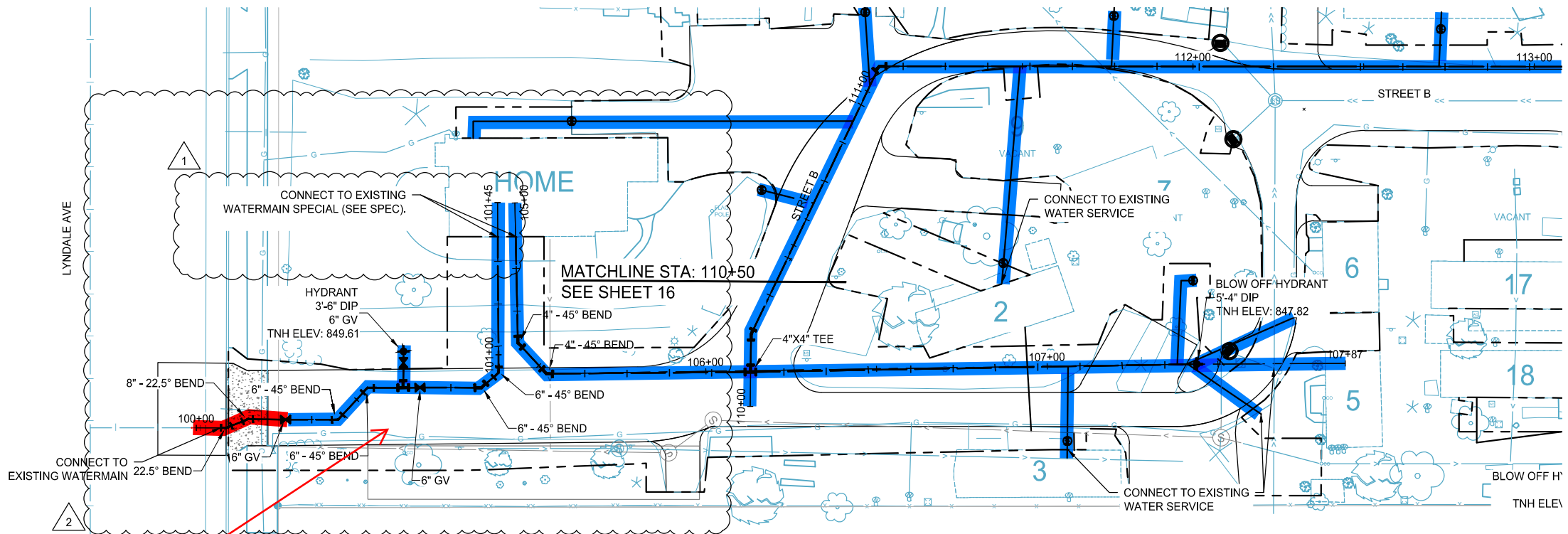
EXHIBIT C
AREA IMPROVEMENTS

Exhibit C
 7421 Lyndale Ave S – Woodlawn Terrace Cooperative
 Area Improvements

| Area Feature | Ownership | Construction and Installation Responsibility | Maintenance, Repair, Replacement Responsibility | Responsible for the Cost of Operation & Maintenance | Inspection & Maintenance Cycle |
|--|-----------|--|---|---|--------------------------------|
| Water Improvements within Public Right-of-Way | City | Developer | City | City | As needed |
| Water Improvements within Private Property and Easement | Developer | Developer | Developer | Developer | As needed |
| All Sanitary Improvements (Up to the main on Lyndale Ave) | Developer | Developer | Developer | Developer | As needed |
| Stormwater Main within Easement | City | City | City | City | As needed |
| Stormwater Improvements (Up to the main within the Easement) | Developer | Developer | Developer | Developer | As needed |

EXHIBIT D

PRIVATE AREA IMPROVEMENTS



- WATER NOTES:**
1. MINIMUM 18" VERTICAL SEPERATION BETWEEN EXTERIOR OF WATERMAIN AND SEWER MAINS AT CROSSINGS.
 2. MAINLINE WATER SHALL BE INSTALLED AT LEAST 10 FEET HORIZONTALLY FROM ANY MANHOLE, CATCH BASIN, OR OTHER SOURCE OF CONTAMINATION SOURCE.
 3. WATER AND SANITARY SERVICE TO MAINTAIN A MINIMUM HORIZONTAL AND VERTICAL SEPARATION OF 1' MEASURED FROM OUTER EDGE OF PIPE.
 4. ALL SERVICE INSTALLATION TO BE OPEN CUT. CONTRACTOR TO PROTECT EXISTING STRUCTURES DURING EXCAVATION (INCIDENTAL).
 5. PROTECT ALL EXISTING PAVEMENTS (INCIDENTAL).
 6. CONTRACTOR SHALL USE SPECIAL CONSTRUCTION METHODS TO MINIMIZE CONSTRUCTION IMPACTS.
 7. 4" SANITARY SEWER PIPE TO BE PVC SCHEDULE 40.
 8. ALL SANITARY AND SANITARY SERVICES WITH LESS THAN 7' OF COVER TO BE INSULATED.
 9. SERVICE CONNECTION LOCATIONS ARE APPROXIMATE. CONTRACTOR TO VERIFY SERVICE CONNECTION LOCATIONS PRIOR TO MOBILIZING CONSTRUCTION EQUIPMENT.
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 11. OWNER RESPONSIBLE FOR SALVAGING AND REINSTALLING INDIVIDUAL DECKS AND STAIRS.
 12. SHORING MAY BE NEEDED WHEN WORKING CLOSE TO UNITS. THIS IS INCIDENTAL TO THE OTHER PAY ITEMS.

SCALE: AS SHOWN
 DESIGN BY: XXX
 PLAN BY: XXX
 CHECK BY: XXX

| REVISIONS | |
|-----------|--|
| NO. | DESCRIPTION |
| 1 | 07-12-2024 ADDENDUM NO. 2 |
| 2 | 09-19-2024 CONSTRUCTION REVISION NO. 1 |

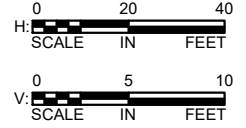
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

SHIBANI BISSON
 DATE: 06/28/2024 LIC. NO.: 41860

RECORD DRAWING
 INFORMATION IS FURNISHED WITHOUT WARRANTY AS TO ACCURACY. USERS SHOULD FIELD VERIFY LOCATIONS AND ELEVATIONS.

THIS DRAWING IS OUR RECORD KNOWLEDGE OF THE PROJECT AS CONSTRUCTED

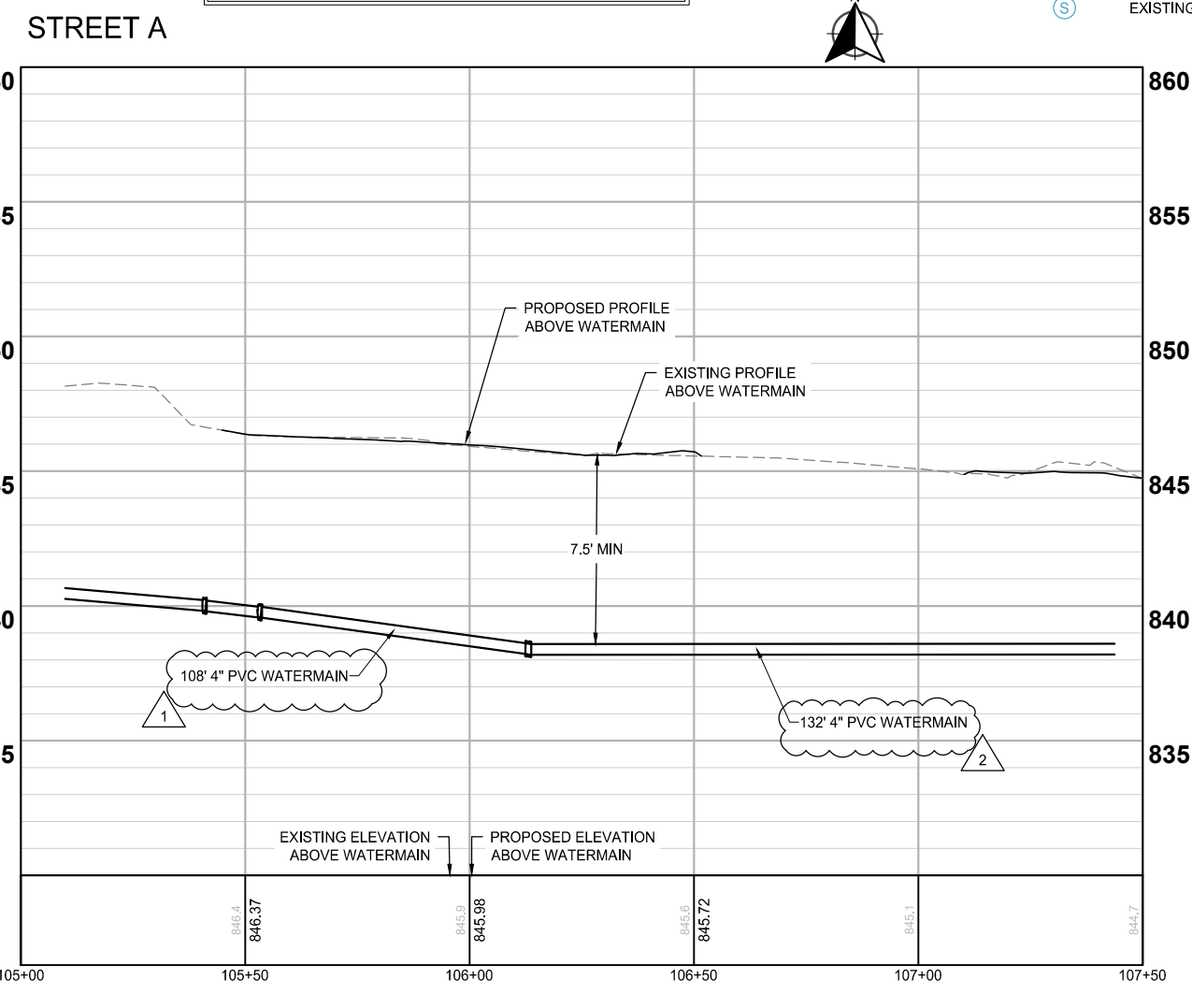
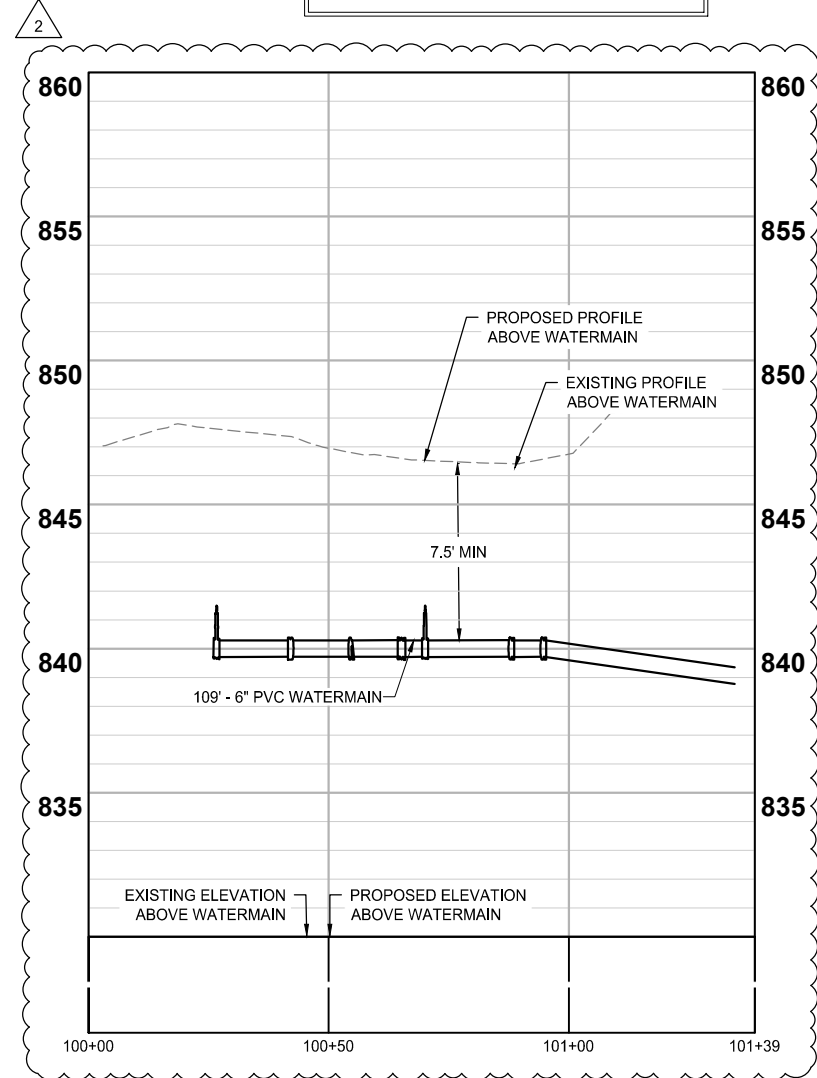
SHIBANI BISSON - PROJECT ENGINEER - WSB
 KATE ACHENBACH - CONSTRUCTION OBSERVER - WSB
 DECEMBER 2024



- LEGEND**
- EXISTING WATERMAIN
 - PROPOSED WATERMAIN
 - PROPOSED WATER FITTINGS
 - EXISTING SANITARY SEWER MAIN
 - EXISTING SANITARY STRUCTURE

Items highlighted in **RED** are owned and maintained by the City.

Items highlighted in **BLUE** are owned and maintained by the Developer/Property Owner.

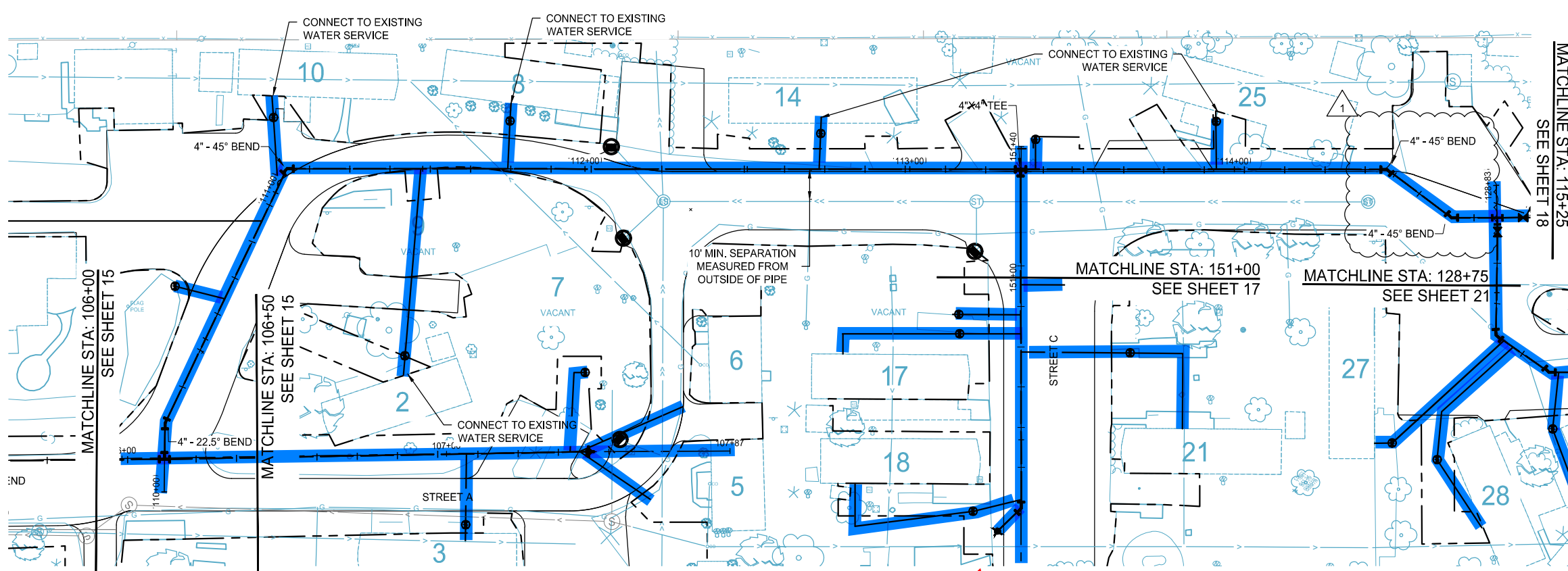


WATERMAIN PLAN

WOODLAWN TERRACE
 INFRASTRUCTURE IMPROVEMENTS
 WOODLAWN TERRACE COOPERATIVE

WSB PROJECT NO. 020896-000

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 PLAN BY: XXX
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| REVISIONS | |
|-----------|--|
| NO. | DESCRIPTION |
| 1 | 07-12-2024 ADDENDUM NO. 2 |
| 2 | 09-29-2024 CONSTRUCTION REVISION NO. 2 |

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SHIBANI BISSON
 DATE: 06/28/2024 LIC. NO.: 41860

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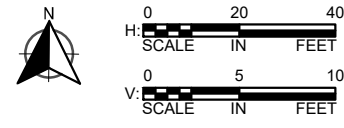
SHIBANI BISSON - PROJECT ENGINEER - WSB
 KATE ACHENBACH - CONSTRUCTION OBSERVER - WSB
 DECEMBER 2024

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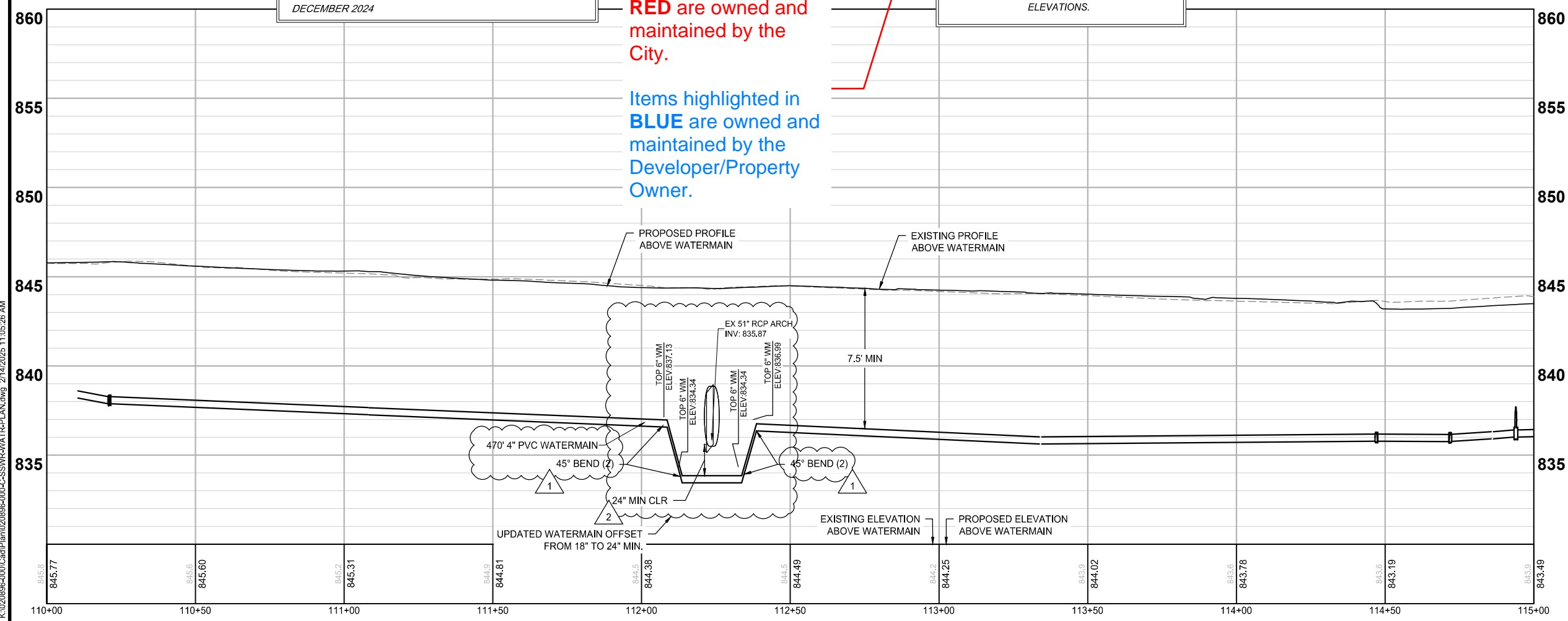
RECORD DRAWING

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LEGEND

- EXISTING WATERMAIN
- PROPOSED WATERMAIN
- PROPOSED WATER FITTINGS
- EXISTING SANITARY SEWER MAIN
- EXISTING SANITARY STRUCTURE

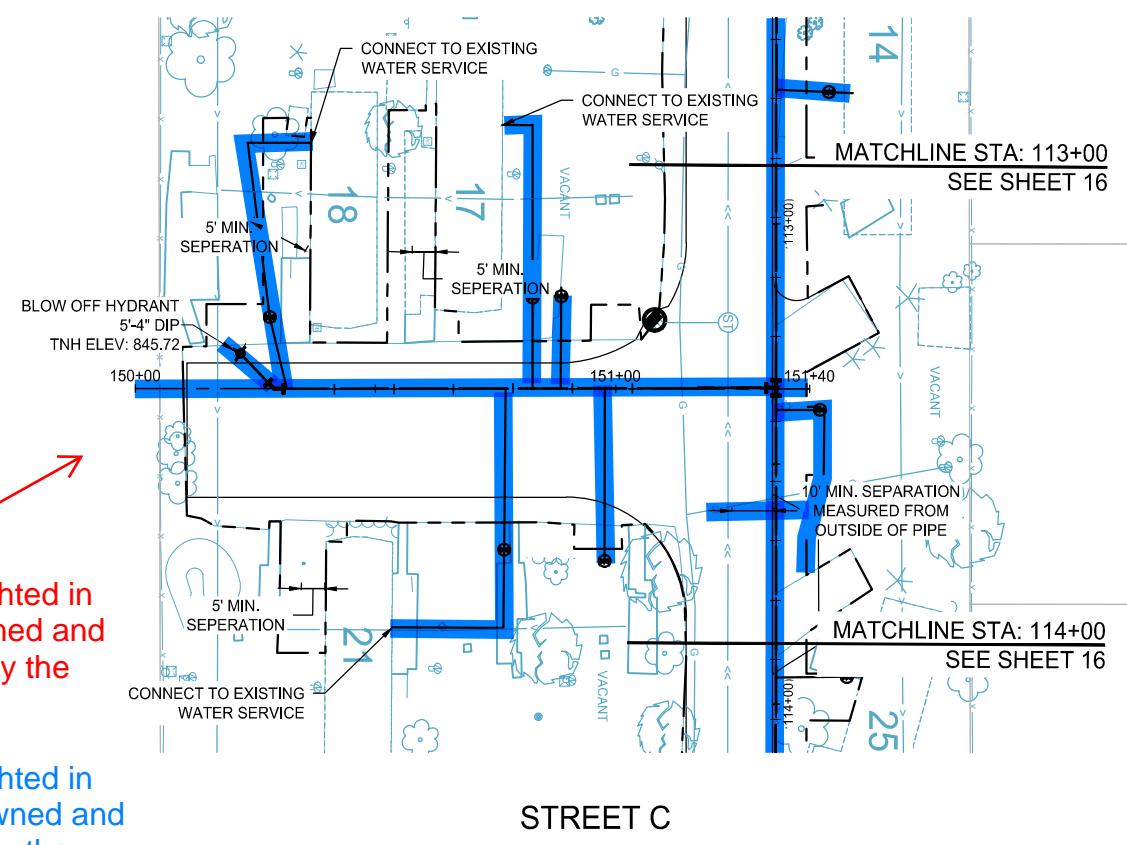


WATERMAIN PLAN

**WOODLAWN TERRACE
 INFRASTRUCTURE IMPROVEMENTS
 WOODLAWN TERRACE COOPERATIVE**

WSB PROJECT NO. 020896-000

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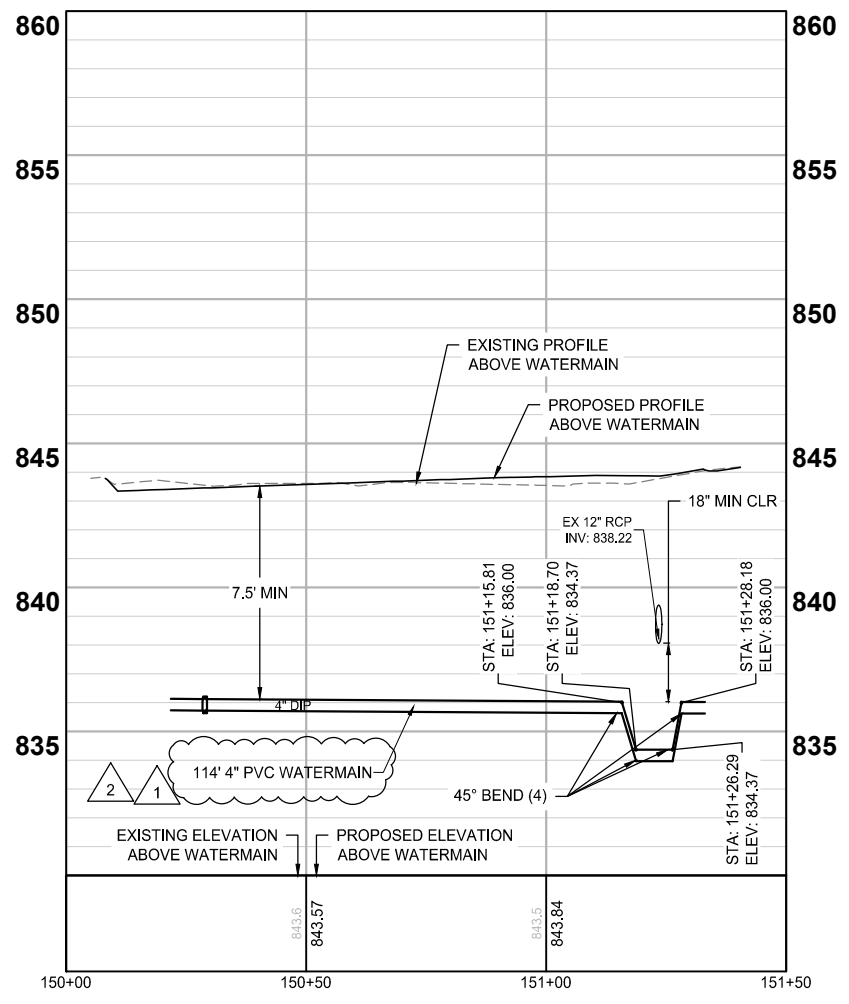
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SHIBANI BISSON - PROJECT ENGINEER - WSB
 KATE ACHENBACH - CONSTRUCTION OBSERVER - WSB
 DECEMBER 2024

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SCALE: AS SHOWN
 PLAN BY: XXX

DESIGN BY: XXX
 CHECK BY: XXX

| REVISIONS | | | |
|-----------|------------|----------------|---------------------------|
| NO. | DATE | DESCRIPTION | CONSTRUCTION REVISION NO. |
| 1 | 07-12-2024 | ADDENDUM NO. 2 | |
| 2 | 09-19-2024 | | |

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

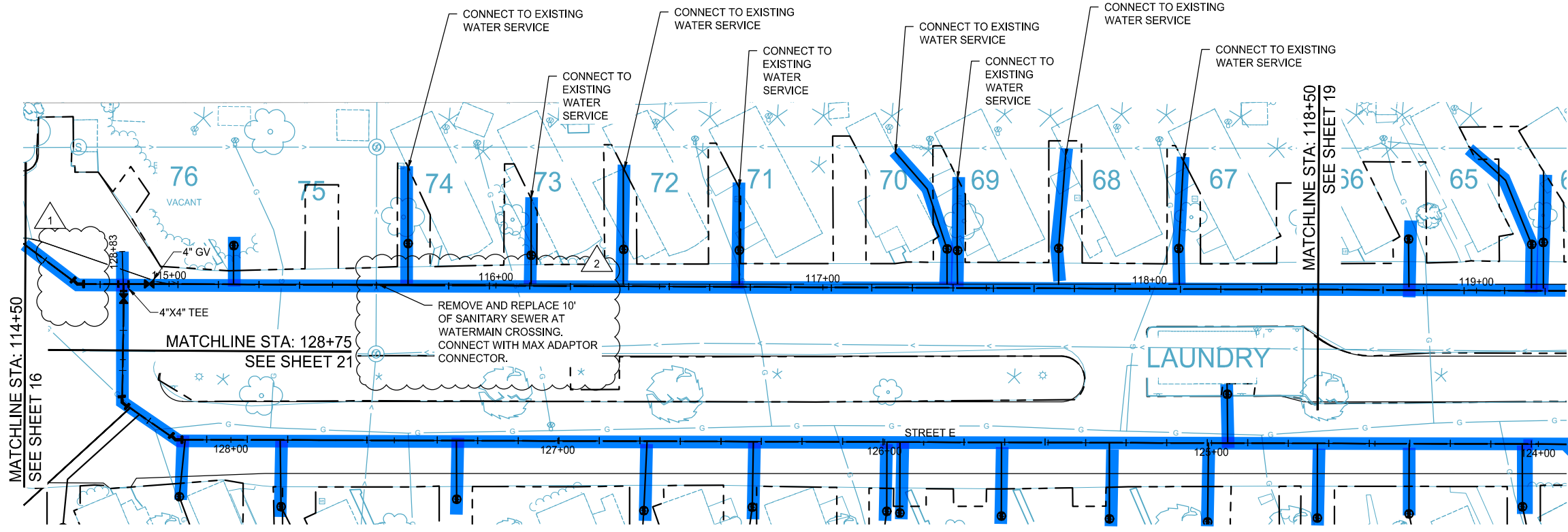
SHIBANI BISSON
 DATE: 06/28/2024 LIC. NO.: 41860

WATERMAIN PLAN

WOODLAWN TERRACE
 INFRASTRUCTURE IMPROVEMENTS
 WOODLAWN TERRACE COOPERATIVE

WSB PROJECT NO.
 020896-000

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SCALE: AS SHOWN
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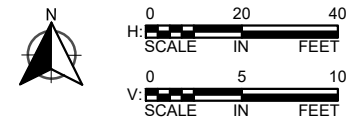
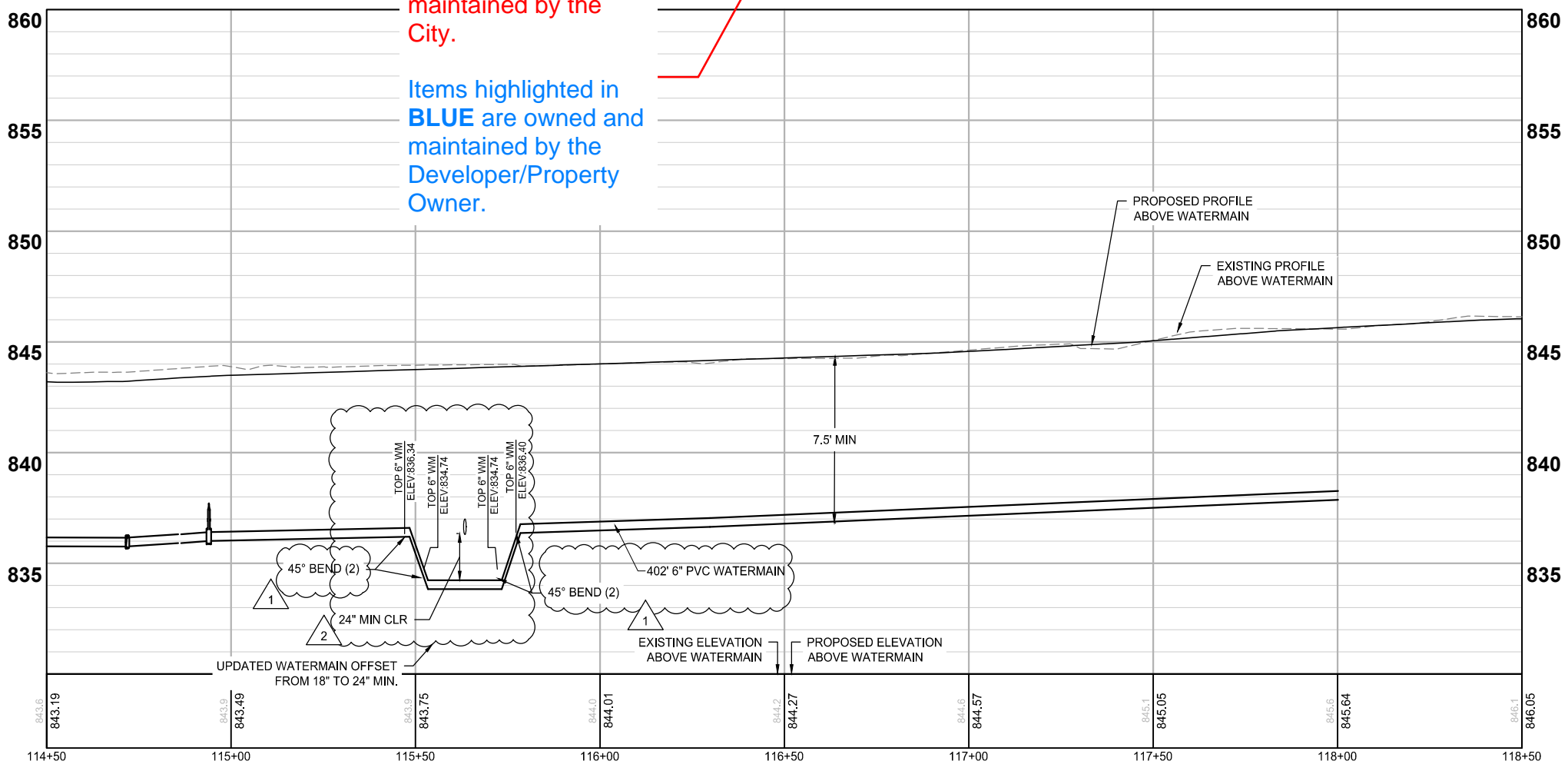
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SHIBANI BISSON
 DATE: 06/28/2024 LIC. NO.: 41860

Items highlighted in **RED** are owned and maintained by the City.

Items highlighted in **BLUE** are owned and maintained by the Developer/Property Owner.

STREET D



THIS DRAWING IS OUR RECORD KNOWLEDGE OF THE PROJECT AS CONSTRUCTED

SHIBANI BISSON - PROJECT ENGINEER - WSB
 KATE ACHENBACH - CONSTRUCTION OBSERVER - WSB
 DECEMBER 2024

RECORD DRAWING

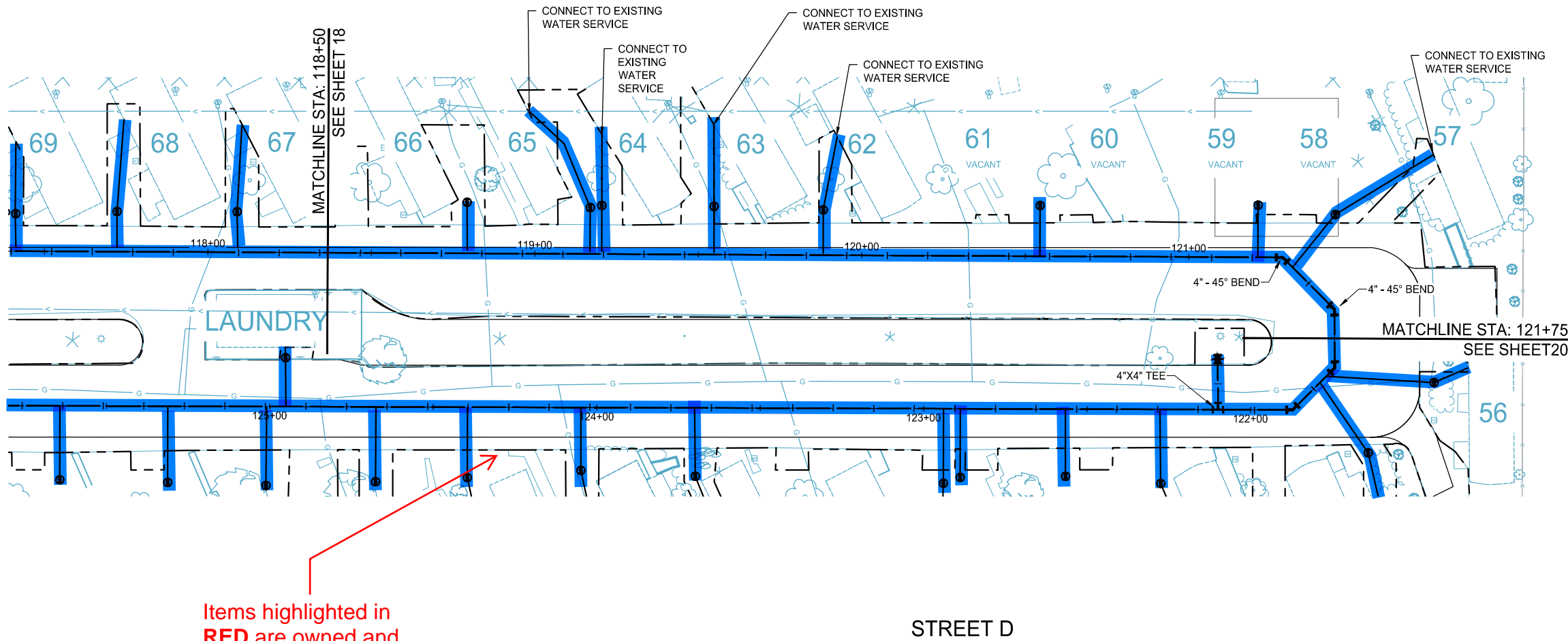
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WATERMAIN PLAN

WOODLAWN TERRACE
 INFRASTRUCTURE IMPROVEMENTS
 WOODLAWN TERRACE COOPERATIVE

WSB PROJECT NO. 020896-000

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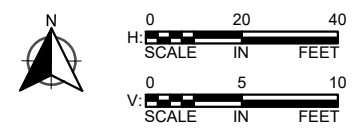
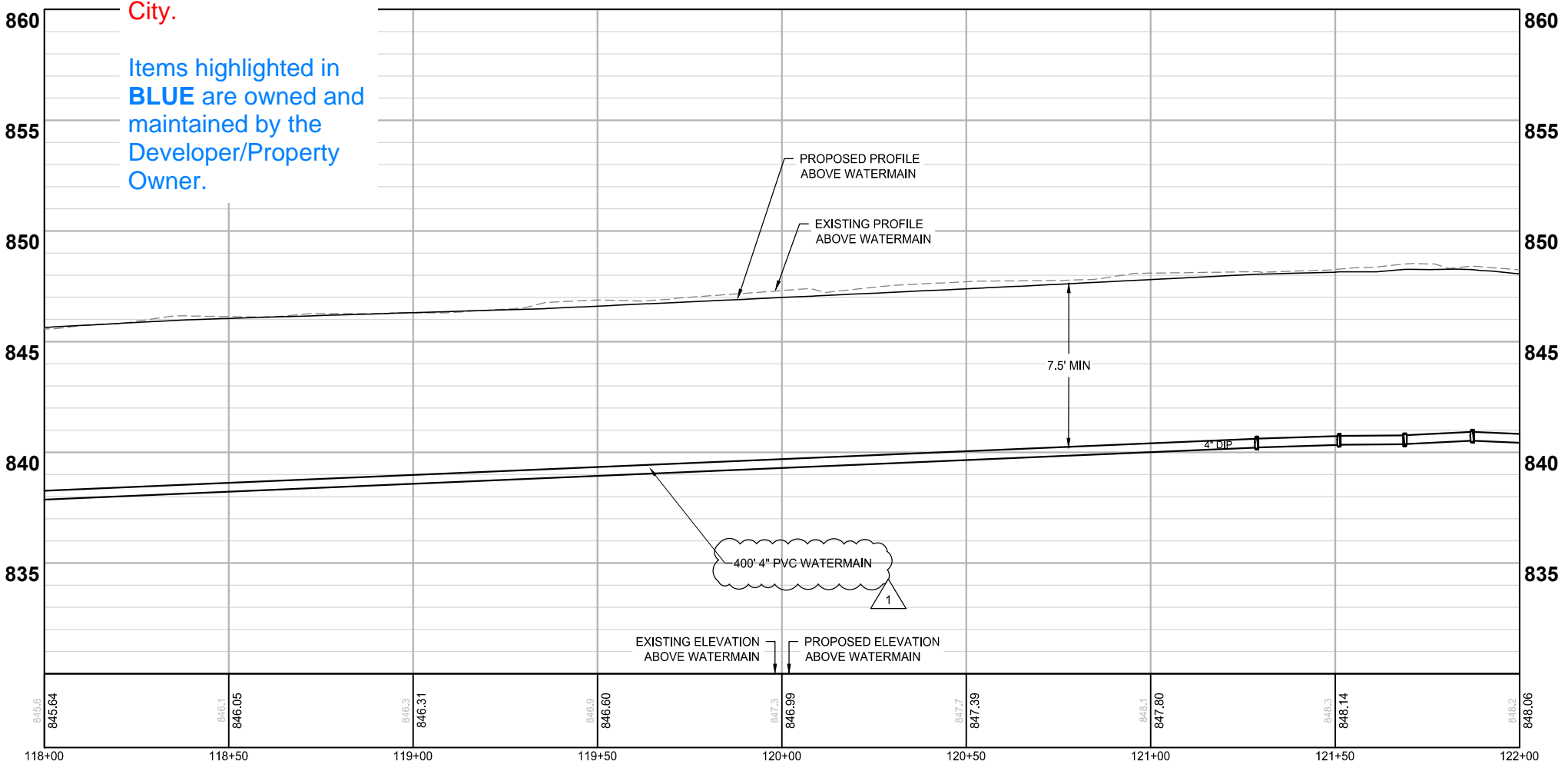
LEGEND

| | |
|--|------------------------------|
| | EXISTING WATERMAIN |
| | PROPOSED WATERMAIN |
| | PROPOSED WATER FITTINGS |
| | EXISTING SANITARY SEWER MAIN |
| | EXISTING SANITARY STRUCTURE |

Items highlighted in **RED** are owned and maintained by the City.

Items highlighted in **BLUE** are owned and maintained by the Developer/Property Owner.

STREET D



THIS DRAWING IS OUR RECORD KNOWLEDGE OF THE PROJECT AS CONSTRUCTED

SHIBANI BISSON - PROJECT ENGINEER - WSB
 KATE ACHENBACH - CONSTRUCTION OBSERVER - WSB
 DECEMBER 2024

RECORD DRAWING

INFORMATION IS FURNISHED WITHOUT WARRANTY AS TO ACCURACY. USERS SHOULD FIELD VERIFY LOCATIONS AND ELEVATIONS.

SCALE: AS SHOWN
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 PLAN BY: XXX
 CHECK BY: XXX

REVISIONS

| NO. | DATE | DESCRIPTION |
|-----|------------|----------------|
| 1 | 07-12-2024 | ADDENDUM NO. 2 |

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

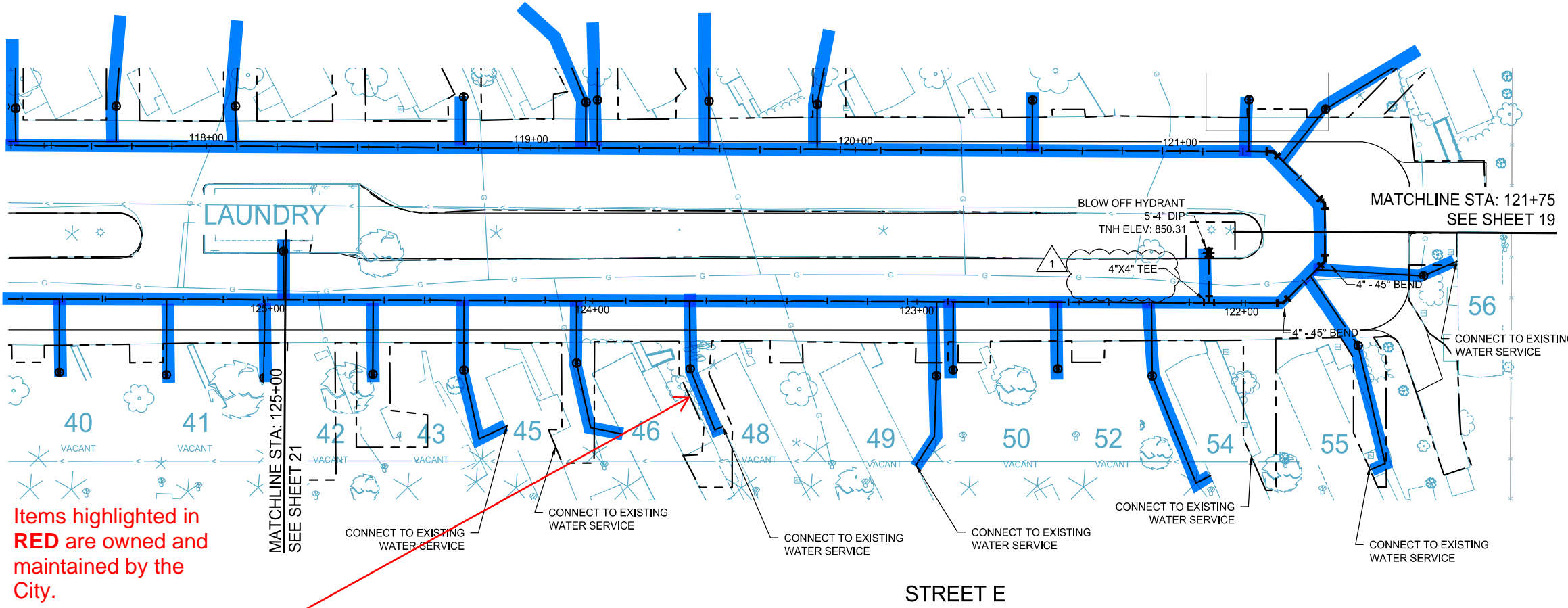
SHIBANI BISSON
 DATE: 06/28/2024 LIC. NO.: 41860

WATERMAIN PLAN

WOODLAWN TERRACE
 INFRASTRUCTURE IMPROVEMENTS
 WOODLAWN TERRACE COOPERATIVE

WSB PROJECT NO. 020896-000

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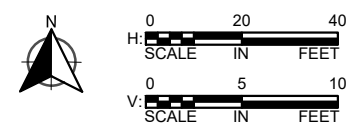
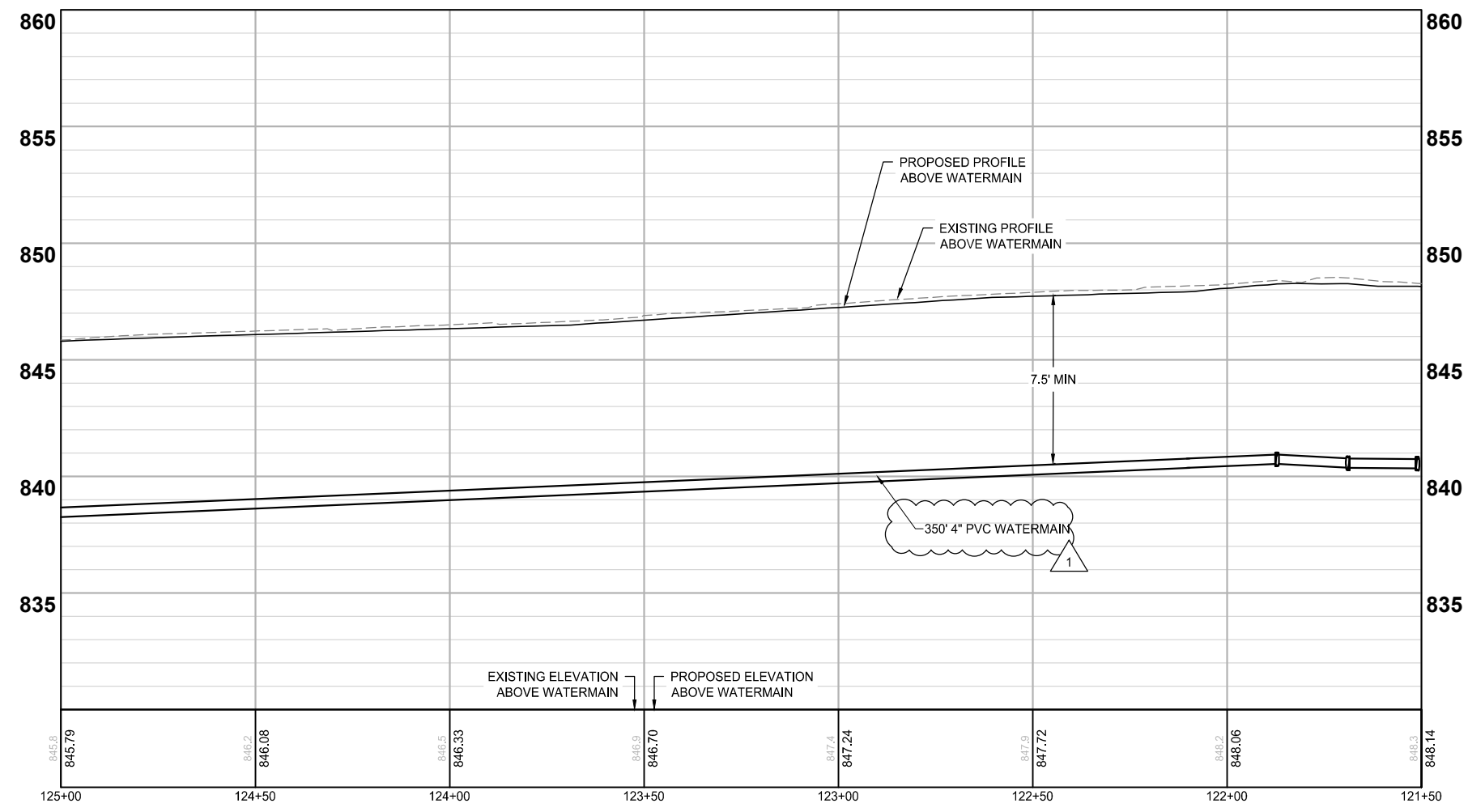
- WATER NOTES:**
1. MINIMUM 18" VERTICAL SEPERATION BETWEEN EXTERIOR OF WATERMAIN AND SEWER MAINS AT CROSSINGS.
 2. MAINLINE WATER SHALL BE INSTALLED AT LEAST 10 FEET HORIZONTALLY FROM ANY MANHOLE, CATCH BASIN, OR OTHER SOURCE OF CONTAMINATION SOURCE.
 3. WATER AND SANITARY SERVICE TO MAINTAIN A MINIMUM HORIZONTAL AND VERTICAL SEPARATION OF 1' MEASURED FROM OUTER EDGE OF PIPE.
 4. ALL SERVICE INSTALLATION TO BE OPEN CUT. CONTRACTOR TO PROTECT EXISTING STRUCTURES DURING EXCAVATION (INCIDENTAL). PROTECT ALL EXISTING PAVEMENTS (INCIDENTAL).
 5. CONTRACTOR SHALL USE SPECIAL CONSTRUCTION METHODS TO MINIMIZE CONSTRUCTION IMPACTS.
 6. 4" SANITARY SEWER PIPE TO BE PVC SCHEDULE 40.
 7. ALL SANITARY AND SANITARY SERVICES WITH LESS THAN 7' OF COVER TO BE INSULATED.
 8. SERVICE CONNECTION LOCATIONS ARE APPROXIMATE. CONTRACTOR TO VERIFY SERVICE CONNECTION LOCATIONS PRIOR TO MOBILIZING CONSTRUCTION EQUIPMENT.
 9. CONTRACTOR SHALL BE REQUIRED TO EMPLOY A REGISTERED AND LICENSED MASTER PLUMBER WHO WILL BE RESPONSIBLE FOR ALL PLUMBING CONNECTIONS ON THIS PROJECT.
 10. OWNER RESPONSIBLE FOR SALVAGING AND REINSTALLING INDIVIDUAL DECKS AND STAIRS.
 11. SHORING MAY BE NEEDED WHEN WORKING CLOSE TO UNITS. THIS IS INCIDENTAL TO THE OTHER PAY ITEMS.

LEGEND

| | |
|--|------------------------------|
| | EXISTING WATERMAIN |
| | PROPOSED WATERMAIN |
| | PROPOSED WATER FITTINGS |
| | EXISTING SANITARY SEWER MAIN |
| | EXISTING SANITARY STRUCTURE |

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SHIBANI BISSON - PROJECT ENGINEER - WSB
 KATE ACHENBACH - CONSTRUCTION OBSERVER - WSB
 DECEMBER 2024

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REVISIONS

| NO. | DATE | DESCRIPTION |
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| 1 | 07-12-2024 | ADDENDUM NO. 2 |

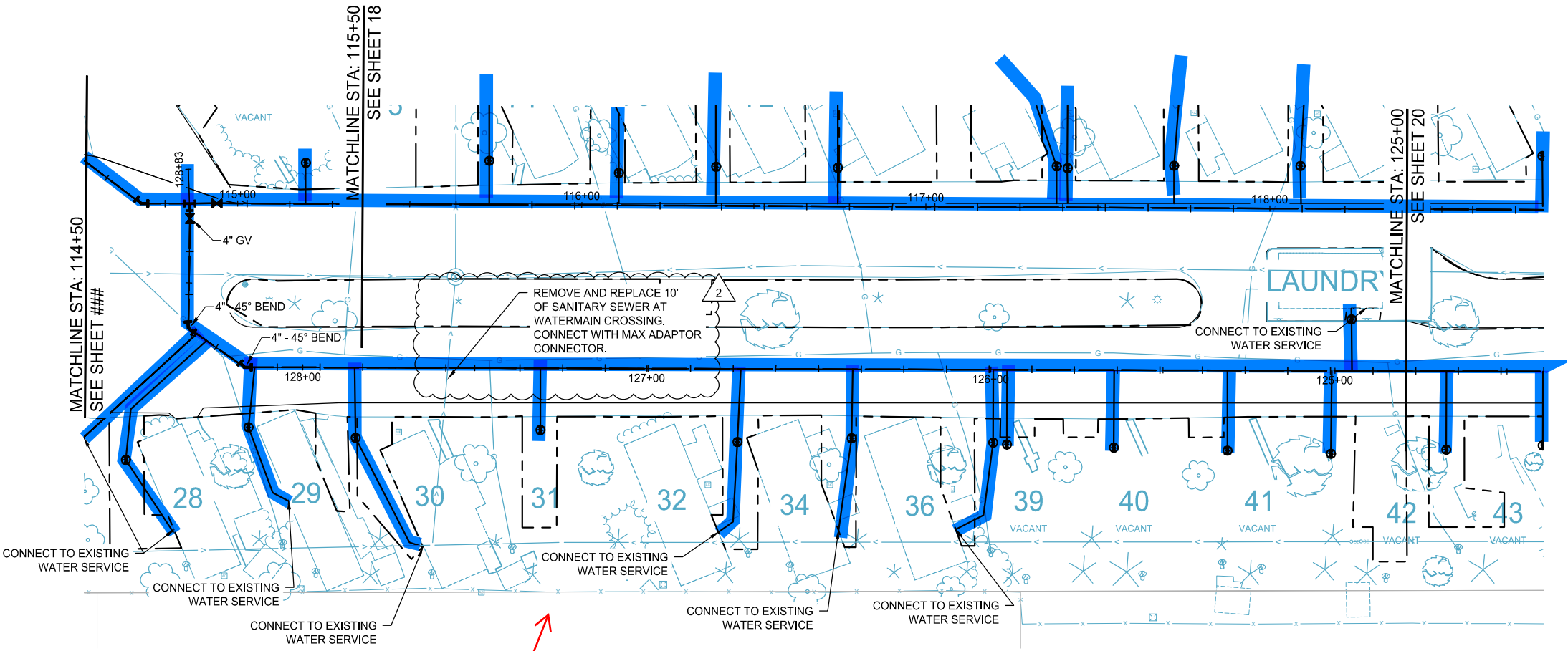
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SHIBANI BISSON
 DATE: 06/28/2024 LIC. NO.: 41860

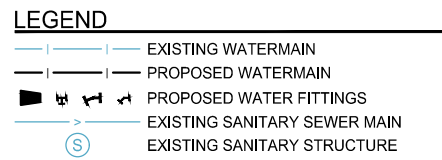
WATERMAIN PLAN

WOODLAWN TERRACE
 INFRASTRUCTURE IMPROVEMENTS
 WOODLAWN TERRACE COOPERATIVE

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- WATER NOTES:**
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SCALE: AS SHOWN
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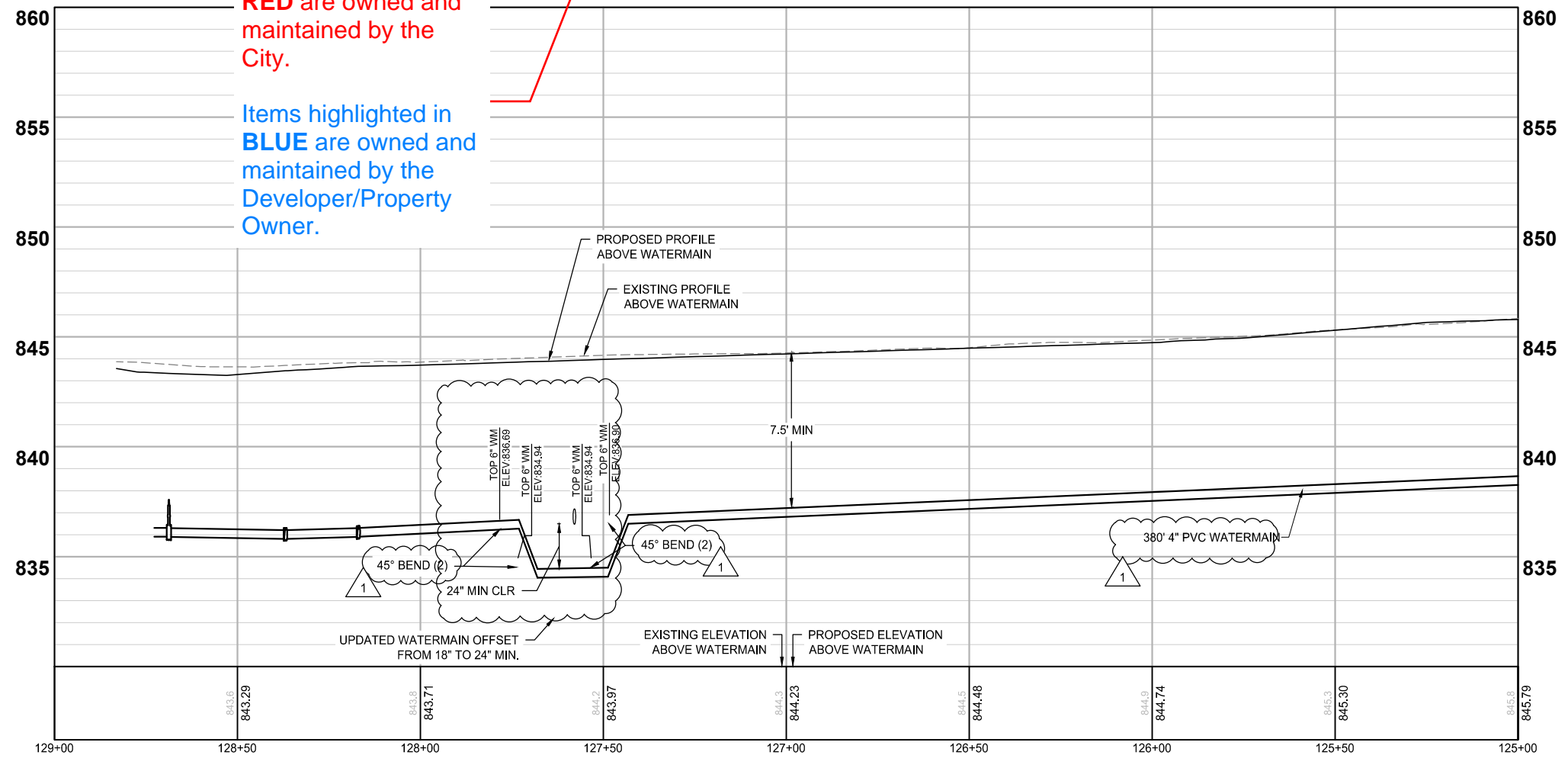
| REVISIONS | |
|-----------|--|
| NO. | DESCRIPTION |
| 1 | 07-12-2024 ADDENDUM NO. 2 |
| 2 | 09-29-2024 CONSTRUCTION REVISION NO. 2 |

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

SHIBANI BISSON
 DATE: 06/28/2024 LIC. NO.: 41860

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SHIBANI BISSON - PROJECT ENGINEER - WSB
 KATE ACHENBACH - CONSTRUCTION OBSERVER - WSB
 DECEMBER 2024

RECORD DRAWING

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WATERMAIN PLAN

WOODLAWN TERRACE
 INFRASTRUCTURE IMPROVEMENTS
 WOODLAWN TERRACE COOPERATIVE

WSB PROJECT NO. 020896-000

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SCALE: AS SHOWN
 DESIGN BY: KEA
 PLAN BY: KEA
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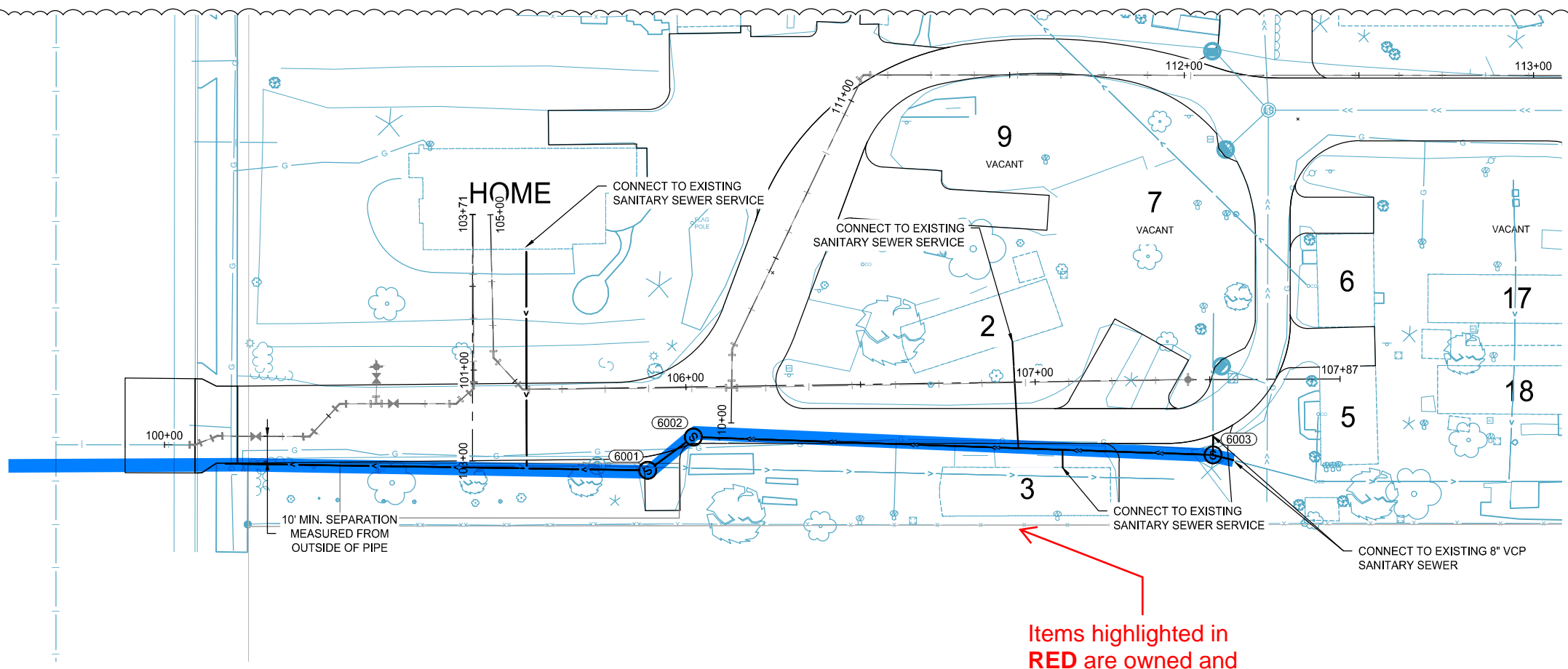
| REVISIONS | | |
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| NO. | DATE | DESCRIPTION |
| 2 | 09-10-2024 | CONSTRUCTION REVISION NO. 1 |

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

SHIBANI BISSON
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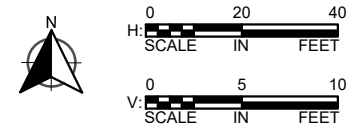
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- LEGEND**
- PROPOSED WATERMAIN
 - PROPOSED WATER FITTINGS
 - EXISTING SANITARY SEWER MAIN
 - EXISTING SANITARY STRUCTURE



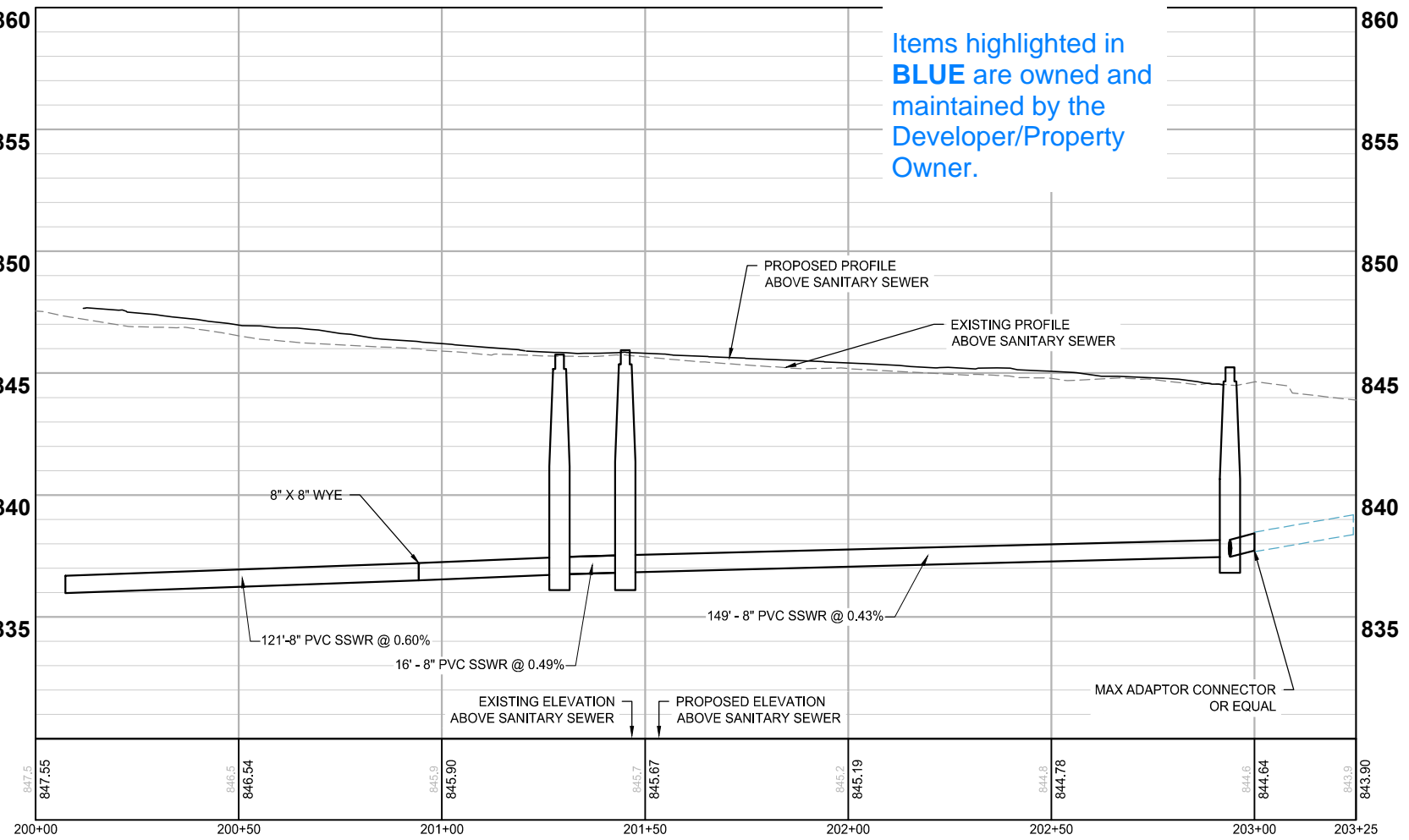
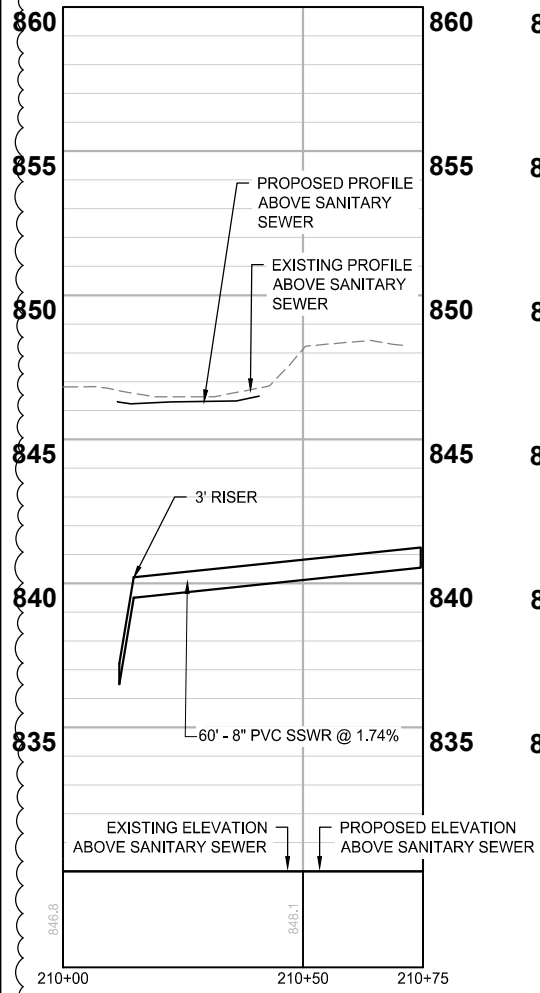
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STREET A

SANITARY SEWER PLAN



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SHIBANI BISSON - PROJECT ENGINEER - WSB
 KATE ACHENBACH - CONSTRUCTION OBSERVER - WSB
 DECEMBER 2024

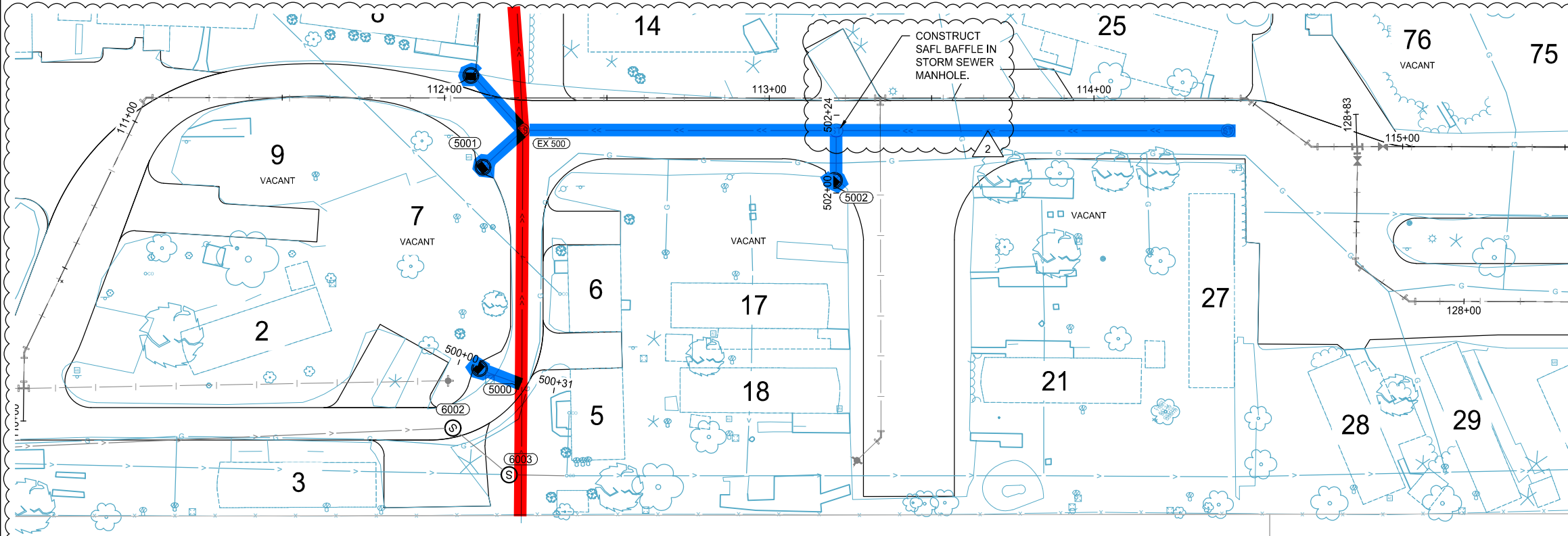
RECORD DRAWING

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WOODLAWN TERRACE
 INFRASTRUCTURE IMPROVEMENTS
 WOODLAWN TERRACE COOPERATIVE

WSB PROJECT NO. 020896-000

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- SANITARY SEWER NOTES:**
1. MINIMUM 18" VERTICAL SEPARATION BETWEEN EXTERIOR OF WATER AND SEWER MAINS AT CROSSINGS.
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- LEGEND**
- PROPOSED SANITARY SEWER MAIN
 - ⊙ PROPOSED SANITARY STRUCTURE
 - EXISTING SANITARY SEWER MAIN
 - ⊙ EXISTING SANITARY STRUCTURE
 - EXISTING STORM SEWER PIPE
 - ⊙ EXISTING STORM STRUCTURE
 - PROPOSED STORM SEWER PIPE
 - ⊙ PROPOSED DRAINAGE STRUCTURE

SCALE: AS SHOWN
 DESIGN BY: KEA
 PLAN BY: KEA
 CHECK BY: KAK

| NO. | DATE | DESCRIPTION |
|-----|------------|-----------------------------|
| 1 | 08-16-2024 | CONSTRUCTION REVISION NO. 1 |
| 2 | 08-29-2024 | CONSTRUCTION REVISION NO. 2 |

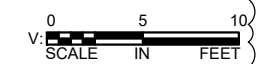
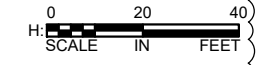
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SHIBANI BISSON
 DATE: 08/28/2024 LIC. NO.: 41860

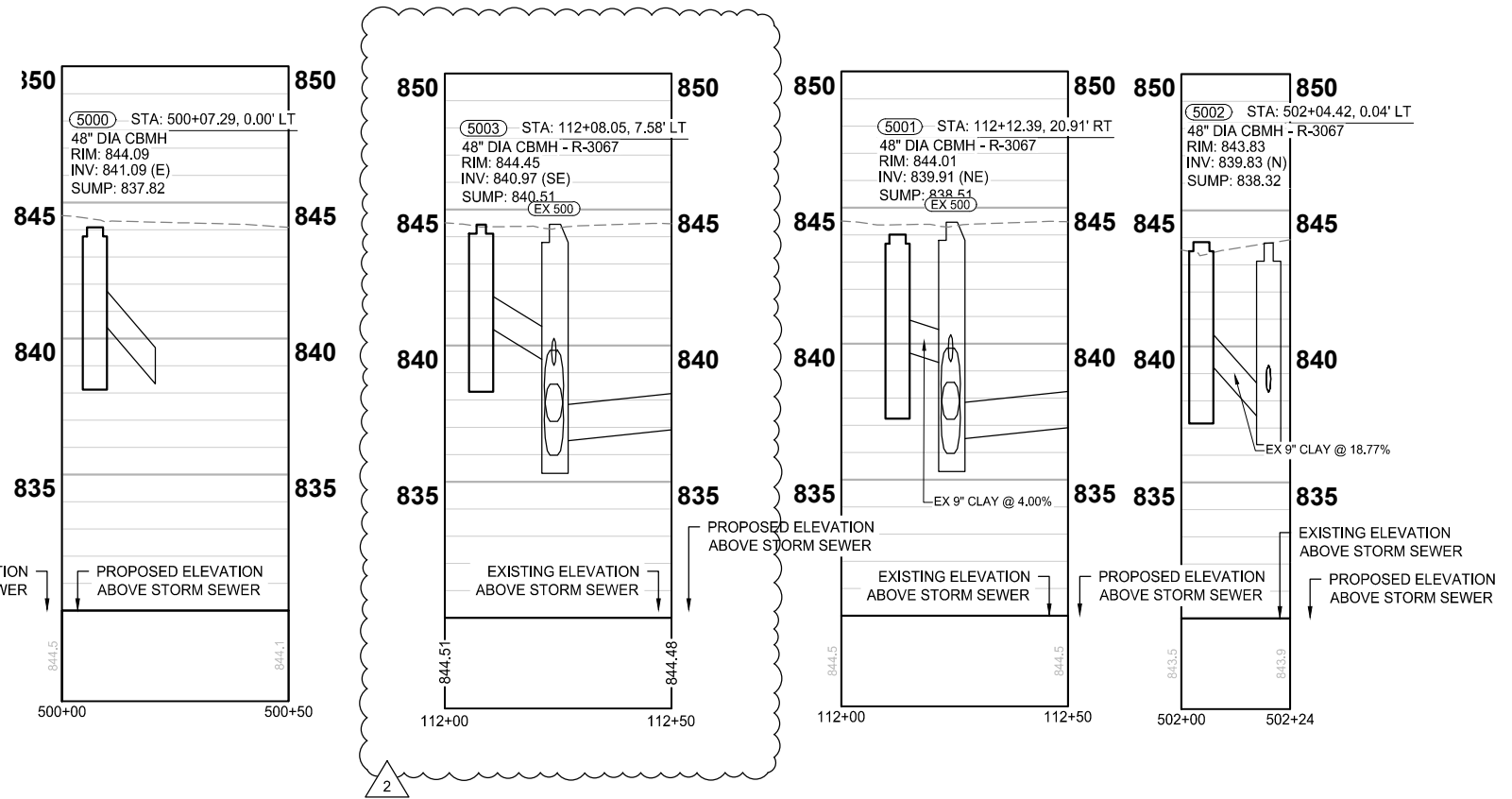
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STREET A



STORM SEWER PLAN



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SHIBANI BISSON - PROJECT ENGINEER - WSB
 KATE ACHENBACH - CONSTRUCTION OBSERVER - WSB
 DECEMBER 2024

RECORD DRAWING

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WOODLAWN TERRACE
 INFRASTRUCTURE IMPROVEMENTS
 WOODLAWN TERRACE COOPERATIVE

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Report Prepared By:

Jake Whipple, Civil Engineer

Department Director:

Kristin Asher, Public Works Director

Item for Consideration:

Approval of the bid tabulation and authorize the Mayor and City Manager to execute a contract with Visu-Sewer for the 2026 Sanitary Sewer Lining Cured-in-Place-Pipe (CIPP) Project in the amount of \$790,929.60, and authorize the City Manager to approve contract changes up to \$175,000 without further City Council consideration.

EXECUTIVE SUMMARY

The City is continuing to renew outdated sanitary sewer infrastructure throughout Richfield by implementing its CIPP sewer lining program. The project area for 2026 sewer lining can generally be understood to be those neighborhoods between 12th Avenue South and Cedar Avenue South, south of 73rd Street, in southeast Richfield.

RECOMMENDED ACTION

By Motion: Approve the bid tabulation and authorize the Mayor and City Manager to execute a contract with Visu-Sewer for the 2026 Sanitary Sewer Lining CIPP Project in the amount of \$790,929.60, and authorize the City Manager to approve contract changes up to \$175,000 without further City Council consideration.

HISTORICAL CONTEXT

- The City's 120 miles of sanitary sewer collection system was installed in the late 1950's. The material used at that time was Vitrified Clay Pipe (VCP). Over time, the VCP ages and can allow roots to intrude through joints which can result partial blockage of the main lines.
- Technological advances now allow us to repair these sewer mains without digging up the road through a process called Cured-in-place-pipe (CIPP). This procedure involves the insertion of a liner into the existing VCP sanitary main. It expands and adheres to the main and then hardens to a schedule 40 PVC consistency and results in what is essentially a "new" pipe within the old pipe. After the liner hardens, the individual service connections are then reopened and placed back into service.
- This year's project will be the sixth effort in a multi-year approach to rehabilitate the sanitary sewer mains. Maintenance records, televising reports, and asset properties (age, material, etc.) are considered in the utility risk model. Areas that are found to be the most critical are being addressed first and other areas will follow. The end result will be lining the entire sanitary main system.

EQUITABLE OR STRATEGIC CONSIDERATIONS OR IMPACTS

Equity: Executing an agreement like this is standard city business. City staff is prioritizing aging infrastructure that poses the highest risk of failure. This proactive approach not only addresses critical infrastructure needs but also enhances public health by helping to prevent sewer backups and leaks.

Strategic Initiatives: Lining sanitary sewer pipes instead of replacing them is a good strategy for *sustainable infrastructure financing*, as it results in a like-new quality pipe without the high cost of full replacement.

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

Contracts estimated to have a value over \$175,000 must be made by sealed bids, solicited by public notice, and awarded to the lowest responsible bidder.

CRITICAL TIMING ISSUES

- Public Works staff is in communication with the prospective contractor about the project schedule.
- Award of the contract at the April 14, 2026 City Council meeting will allow the contractor to begin ordering construction materials and will ensure project completion by the end of Fall 2026.

FINANCIAL IMPACT

- Seven bids were opened and read aloud at the bid opening on March 12, 2026, ranging from \$790,929.60 to \$1,086,934.40
- This project is programmed in the 2026 CIB and will be funded using sanitary sewer enterprise funds.

LEGAL CONSIDERATIONS

- The bid opening held on March 12, 2026 was in accordance with legal requirements.
- The ad for bid was published on February 12, 2026 in the Sun Current and February 3, 2026 on QuestCDN.
- The City Attorney will review the final construction contract prior to execution by the Mayor and City Manager.

ALTERNATIVE RECOMMENDATION(S)

None.

ATTACHMENTS

1. 2026-03-12 CIPP Sanitary Sewer Lining Bid Minutes and Bid Sheet (R1)

CITY OF RICHFIELD, MINNESOTA

Bid Opening
March 12, 2026
2:00 p.m.

PROJECT: 2026 CIPP Sanitary Sewer Lining
Bid No.: 2026-02

Pursuant to requirements of Resolution No. 1015 and the City Code, a meeting of the Administrative Staff was called by City Clerk Friedrich who announced the purpose of the meeting was to receive; open and read aloud bids for the 2026 CIPP Sanitary Sewer Lining, as advertised in the official newspaper on February 12, 2026, and published in www.questcdn.com on February 3, 2026.

Present: Michelle Friedrich, City Clerk
Mark McKinley, Administrative Assistant
Jake Whipple, Civil Engineer
Matt Hardegger, Transportation Engineer
Oliva Wycklendt, Project Engineer
Russ Lupkes, Utilities Superintendent
Scott Kulzer, Senior Analyst

The following bids were submitted and read aloud:

| Bidder's Name | Bond | Non-Collusion | Intent to Comply | Responsible Contractor Certificate | Total Base Bid |
|----------------------------------|-------------|----------------------|-------------------------|---|-----------------------|
| Visu-Sewer | Provided | Provided | Provided | Provided | \$790,929.60 |
| Hydro-Klean | Provided | Provided | Provided | Provided | \$824,745.12 |
| Sak Construction, LLC | Provided | Provided | Provided | Provided | \$896,677.50 |
| Vortex Services MN, LLC | Provided | Provided | Provided | Provided | \$906,389.00 |
| Insituform Technologies USA, LLC | Provided | Provided | Provided | Provided | \$941,071.48 |
| National Power Rodding Corp. | Provided | Provided | Provided | Provided | \$1,028,890.00 |
| Veit and Company, Inc. | Provided | Provided | Provided | Provided | \$1,086,934.40 |

City Clerk Friedrich noted the bids would be tabulated and considered at a future City Council Meeting.


Michelle Friedrich, City Clerk

2026 - City of Richfield - Sanitary Sewer CIPP Project (#10022458)

Owner: Richfield, MN City of
 Solicitor: Richfield, MN City of
 03/12/2026 02:00 PM CDT

| Section Title | Line Item | Item Code | Item Description | UoM | Quantity | Engineer Estimate | | Visu-Sewer | | Hydro-Klean | | SAK Construction, LLC | | Vortex Services MN, LLC | |
|----------------------------------|-----------|-----------|------------------------------------|-------|----------|-------------------|---------------|------------|---------------------|-------------|---------------------|-----------------------|---------------------|-------------------------|---------------------|
| | | | | | | Unit Price | Extension | Unit Price | Extension | Unit Price | Extension | Unit Price | Extension | | |
| 2026 Sanitary Sewer CIPP Project | | | | | | | \$0.00 | | \$790,929.60 | | \$824,745.12 | | \$896,677.50 | | \$906,389.00 |
| | 1 | - | MOBILIZATION | Ea | 1 | | | \$2,500.00 | \$2,500.00 | \$80,221.32 | \$80,221.32 | \$31,920.00 | \$31,920.00 | \$11,500.00 | \$11,500.00 |
| | 2 | - | 9-INCH CIPP SANITARY SEWER LINING | Ln Ft | 22906 | | | \$31.60 | \$723,829.60 | \$30.30 | \$694,051.80 | \$33.75 | \$773,077.50 | \$36.50 | \$836,069.00 |
| | 3 | - | 10-INCH CIPP SANITARY SEWER LINING | Ln Ft | 1380 | | | \$45.00 | \$62,100.00 | \$34.40 | \$47,472.00 | \$61.00 | \$84,180.00 | \$39.00 | \$53,820.00 |
| | 4 | - | POINT REPAIR BY GROUT | Ea | 5 | | | \$500.00 | \$2,500.00 | \$600.00 | \$3,000.00 | \$1,500.00 | \$7,500.00 | \$1,000.00 | \$5,000.00 |
| Base Bid Total: | | | | | | | \$0.00 | | \$790,929.60 | | \$824,745.12 | | \$896,677.50 | | \$906,389.00 |

| Section Title | Line Item | Item Code | Item Description | UoM | Quantity | Engineer Estimate | | Insituform Technologies USA, LLC | | National Power Rodding Corp | | Veit & Company, Inc. | |
|----------------------------------|-----------|-----------|------------------------------------|-------|----------|-------------------|---------------|----------------------------------|---------------------|-----------------------------|-----------------------|----------------------|-----------------------|
| | | | | | | Unit Price | Extension | Unit Price | Extension | Unit Price | Extension | Unit Price | Extension |
| 2026 Sanitary Sewer CIPP Project | | | | | | | \$0.00 | | \$941,071.48 | | \$1,028,890.00 | | \$1,086,934.40 |
| | 1 | - | MOBILIZATION | Ea | 1 | | | \$50,005.40 | \$50,005.40 | \$165,000.00 | \$165,000.00 | \$47,000.00 | \$47,000.00 |
| | 2 | - | 9-INCH CIPP SANITARY SEWER LINING | Ln Ft | 22906 | | | \$34.93 | \$800,106.58 | \$35.00 | \$801,710.00 | \$42.40 | \$971,214.40 |
| | 3 | - | 10-INCH CIPP SANITARY SEWER LINING | Ln Ft | 1380 | | | \$60.02 | \$82,827.60 | \$36.00 | \$49,680.00 | \$44.00 | \$60,720.00 |
| | 4 | - | POINT REPAIR BY GROUT | Ea | 5 | | | \$1,626.38 | \$8,131.90 | \$2,500.00 | \$12,500.00 | \$1,600.00 | \$8,000.00 |
| Base Bid Total: | | | | | | | \$0.00 | | \$941,071.48 | | \$1,028,890.00 | | \$1,086,934.40 |



Report Prepared By:

Jake Whipple, Civil Engineer

Department Director:

Kristin Asher, Public Works Director

Item for Consideration:

Approval of the bid tabulation and authorize the Mayor and City Manager to execute a contract with GMH Asphalt Corporation for the 2026 Mill and Overlay Project.

EXECUTIVE SUMMARY

For roads that are adequate candidates, mill and overlay is a cost-effective maintenance solution that provides most of the benefits of new road construction at a fraction of the cost. The surface is milled to remove the top 2"-3" of asphalt before a new asphalt layer is applied or "overlaid", improving the surface integrity of the road and eliminating patching needs. Typically, in Richfield, the base layer of our roads are in good condition and make great candidates for mill and overlay. In conjunction with regular maintenance, the life of a roadway can be extended well beyond the original intended life of 20-30 years. Stormwater catch basins and accesshole structures in the project area are inspected and repaired as part of the preparation for a mill and overlay project.

This year, approximately .5 miles of residential roads and a City parking lot have been identified for mill and overlay in 2026:

- Cedar Avenue South from 68th Street and going north to the dead-end near the Cedar Avenue Liquor Store;
- 64th Street from Lyndale to Harriet Avenue South; and
- Richfield Water Treatment Plant parking lot.

Bids for the mill and overlay project were opened on March 24, 2026. GMH Asphalt Corporation was the lowest responsible bidder in the amount of \$208,503.50.

RECOMMENDED ACTION

By Motion: Approve the bid tabulation and authorize the Mayor and City Manager to execute a contract with GMH Asphalt Corporation for the 2026 Mill and Overlay Project in the amount of \$208,503.50, and authorize the City Manager to approve contract changes up to \$175,000 without further City Council consideration.

HISTORICAL CONTEXT

- As part of the City's street maintenance program, cracked and heaved sidewalk,

curb, gutter, catch basins, accesshole collars, and other concrete work is completed each year in advance of any planned mill and overlay.

- Richfield's residential roads were originally constructed between 1972 and 1977. A pavement management program began in 1980. That policy direction was set to protect the City's capital investment in our roads and maintain a high-quality roadway system in Richfield.
- The City's ongoing preventive maintenance pavement management program is essential in delaying the costs associated with total road reconstruction.
- The roads being resurfaced this year were identified for resurfacing years ago as part of the Accelerated Mill and Overlay Program, but the work could not be completed due to conflicting private and/or public projects.

EQUITABLE OR STRATEGIC CONSIDERATIONS OR IMPACTS

Equity: Executing an agreement like this is standard city business. City staff is focusing on prioritizing aging infrastructure that poses the highest risk of failure and/or is in the worst condition.

Strategic Initiatives: Mill and Overlay instead of full road reconstruction is a good strategy for *sustainable infrastructure financing*, as it results in a like-new quality road without the high cost of full reconstruction.

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

- Contracts estimated to have a value over \$175,000 must be made by sealed bids, solicited by public notice, and awarded to the lowest responsible bidder.
- The City has adopted a pavement management program to maintain the quality of the road system and prolong the life of the capital investment made in our streets.
- Per the City's American with Disabilities Act (ADA) Transition Plan, sidewalks, trails, and crossings in the project area are brought into compliance with the current ADA requirements.

CRITICAL TIMING ISSUES

- Public Works staff is in communication with the prospective contractor about the project schedule.
- Award of the contract at the April 14, 2026 City Council meeting will allow the contractor to begin ordering construction materials and will ensure project completion by the end of Fall 2026.

FINANCIAL IMPACT

- Six bids were opened and read aloud at the bid opening on March 24th, 2026, ranging from \$208,503.50 to \$238,420.00
- This project is programmed in the 2026 CIB and will be funded using franchise fees.

LEGAL CONSIDERATIONS

- The bid opening held on March 24, 2026 was in accordance with legal requirements.
- The ad for bid was published on February 26, 2026 in the Sun Current and February 19, 2026 on QuestCDN.
- The City Attorney will review the final construction contract prior to execution by the Mayor and City Manager.

ALTERNATIVE RECOMMENDATION(S)

None.

ATTACHMENTS

1. 2026-03-24 Mill and Overlay Bid Minutes

CITY OF RICHFIELD, MINNESOTA

Bid Opening
March 24, 2026
2:00 p.m.

PROJECT: 2026 Mill and Overlay
Bid No.: 2026-03

Pursuant to requirements of Resolution No. 1015 and the City Code, a meeting of the Administrative Staff was called by Administrative Assistant McKinley who announced the purpose of the meeting was to receive; open and read aloud bids for the 2026 Mill and Overlay project, as advertised in the official newspaper on February 26, 2026, and published in www.questcdn.com on February 19, 2026.

Present: Mark McKinley, Administrative Assistant
Oliva Wycklendt, Project Engineer
Scott Kulzer, Senior Analyst

The following bids were submitted and read aloud:

| Bidder's Name | Bond | Non-Collusion | Intent to Comply | Responsible Contractor Certificate | Total Base Bid |
|------------------------------------|-------------|----------------------|-------------------------|---|-----------------------|
| GMH Asphalt Corp. | Provided | Provided | Provided | Provided | \$208,503.50 |
| Bituminous Roadways Inc. | Provided | Provided | Provided | Provided | \$209,706.85 |
| Valley Paving, Inc. | Provided | Provided | Provided | Provided | \$226,279.75 |
| Park Construction Company | Provided | Provided | Provided | Provided | \$226,550.50 |
| Asphalt Surface Technologies Corp. | Provided | Provided | Provided | Provided | \$231,215.80 |
| McNamara Contracting | Provided | Provided | Provided | Provided | \$238,420.00 |

Administrative Assistant McKinley noted the bids would be tabulated and considered at the April 14, 2026, City Council Meeting.



Mark McKinley, Administrative Assistant



Report Prepared By:
Scott Kulzer, Senior Analyst

Department Director:
Kristin Asher, Public Works Director

Item for Consideration:
Approval of a resolution prohibiting on-street parking on County State Aid Highway 52 (Nicollet Avenue) from 77th Street to 66th Street.

EXECUTIVE SUMMARY

The upcoming Nicollet Avenue Reconstruction Project roadway design will not have space to accommodate on-street parking of any kind from 77th Street to 66th Street. At present, on-street parking is allowed on Sundays in certain areas. The no-parking resolution under consideration will effectively remove the Sunday exception for on-street parking on Nicollet and result in a uniform on-street parking prohibition from 77th Street to 66th Street, which is required to support the function of the future roadway.

RECOMMENDED ACTION

By Motion: Approve the resolution prohibiting on-street parking on County State Aid Highway 52 (Nicollet Avenue) from 77th Street to 66th Street.

HISTORICAL CONTEXT

Hennepin County has planned a full reconstruction of County State Aid Highway 52 (Nicollet Avenue) for 2026. Public engagement and outreach began in August of 2023 and consisted of four phases of engagement following Richfield's Public Engagement Policy for Public Works projects. The City Council adopted a resolution supporting the project layout at the October 8, 2024 City Council meeting. The project layout can be viewed by navigating to the Hennepin County Nicollet Avenue Reconstruction web page or by contacting Richfield Public Works.

EQUITABLE OR STRATEGIC CONSIDERATIONS OR IMPACTS

Approval of this resolution is routine City business in preparation for a cooperative construction project.

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

- The resolution under consideration formalizes the City's intent to prohibit parking along the entire Nicollet Avenue corridor from 77th Street to 66th Street.
- The resolution under consideration will supersede any other resolution that previously governed on-street parking in this project corridor.

CRITICAL TIMING ISSUES

The project is scheduled to begin in Summer 2026 which makes adoption of this resolution timely.

FINANCIAL IMPACT

There is no financial impact as it relates to this resolution.

LEGAL CONSIDERATIONS

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

ALTERNATIVE RECOMMENDATION(S)

None.

ATTACHMENTS

1. 2026-04-14 Resolution Nicollet No Parking

RESOLUTION NO.

A RESOLUTION PROHIBITING PARKING AND DIRECTING INSTALLATION OF UPDATED TRAFFIC CONTROL SIGNS WHERE NECESSARY ALONG COUNTY STATE AID HIGHWAY 52 (NICOLLET AVENUE) FROM 77TH STREET TO 66TH STREET

WHEREAS, Hennepin County has programmed a reconstruction project along County State Aid Highway 52 (Nicollet Avenue) from 77th Street to 66th Street for construction beginning in 2026; and

WHEREAS, Hennepin County and the City of Richfield collaboratively worked with each other and the community to complete the preferred concept design for the future roadway, which was approved on October 8, 2024; and

WHEREAS, the preferred concept design for the roadway will not have sufficient space for any on-street parking on Nicollet Avenue from 77th Street to 66th Street following construction completion; and

WHEREAS, insufficient space for on-street parking necessitates that the City prohibit parking for the entire length of Nicollet Avenue from 77th Street to 66th Street now and into the future.

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

1. On-street parking on both sides of County State Aid Highway 52 (Nicollet Avenue) from 77th Street to 66th Street is prohibited at any time; and
2. Any existing traffic control signage that is contrary to the parking prohibitions set forth in this resolution shall be removed as part of the reconstruction project; and
3. Hennepin County is authorized to place appropriate new signage to serve the intent of this resolution as part of the reconstruction project; and
4. When the aforementioned traffic control signs have been so erected on said streets, they shall be official traffic control signs of the City of Richfield and failure to observe such signs shall constitute a violation of the traffic ordinances of this City; and
5. This resolution supersedes and nullifies any existing resolution, or part thereof, that is contrary to or inconsistent with the parking prohibition for the boundaries identified herein.

Adopted by the City Council of the City of Richfield, Minnesota this 14th day of April, 2026.

Mary B. Supple, Mayor

ATTEST:

Michelle Friedrich, City Clerk



Report Prepared By:

Rachel Lindholm, Sustainability Coordinator

Department Director:

Karl Huemiller, Recreation Director

Item for Consideration:

Approval of the updated Climate Action Plan.

EXECUTIVE SUMMARY

Richfield's Climate Action Plan (CAP) was first written in 2020 and was intended to be a short-term, five-year document guiding the city's climate work. As initiatives have been started, actions have been completed, technologies have improved, and the effects of climate change have become increasingly noticeable, it became apparent that the City's CAP needed to be updated. This revised plan keeps the same focus areas as before and adds two new ones to emphasize the role of public health and emergency management planning as well as the crucial role that internal capacity plays. Staff worked to update the actions, rewriting some, and introducing new ones as the City's sustainability budget and capacity has grown. This plan will continue to guide climate work in Richfield, helping to provide education and resources to all community members and building a more sustainable and adaptable Richfield.

RECOMMENDED ACTION

By Motion: Approve the updated Climate Action Plan.

HISTORICAL CONTEXT

- The first CAP was written in 2020 and approved by Council in October 2020.
- The City's first GHG emissions inventory and analysis was conducted in 2023.
- City staff contracted with Local Climate Solutions in 2025 to write an updated CAP for Richfield.
- A draft of the CAP was brought to the Sustainability Commission at their January 2026 meeting and commissioners submitted comments for edits both before and after that meeting.
- Other city staff in Recreation, Public Works, Community Development, and Public Safety submitted comments and talked with the Sustainability Coordinator between January and March.
- The draft CAP was brought to a Council work session on February 24, 2026. Council gave comments and indicated that once the draft was edited, the final version would be supported for approval.

EQUITABLE OR STRATEGIC CONSIDERATIONS OR IMPACTS

This plan builds on previous strategic plan items related to climate projects that have

been completed.

This updated CAP increases our focus on equity in several ways. The vulnerability assessment highlights specific parts of the community population that are adversely impacted by a variety of climate hazards in different ways, including seniors, children under 5, outdoor workers, renters, people that speak English as a second language or not at all, immunocompromised people, and others. When we are able to understand how folks are affected differently by the same event/condition, it then becomes easier to tailor education, outreach, and resources to meet varying needs. The plan also includes many graphics and maps showing how different parts of Richfield are impacted by flooding, extreme heat, and food insecurity. This again helps the city and others do targeted outreach and provide assistance to those who may need it the most in certain situations. Lastly, the CAP and actions in it recognize financial barriers to adopting sustainable behavior change and works to eliminate this by providing free resources and suggesting initiatives like a cost-share pilot program.

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

N/A

CRITICAL TIMING ISSUES

The goals of the Climate Action Plan will be integrated into the Parks Master Plan, Forest Management Plan, and Comprehensive Plan. Timely approval of the Climate Action Plan will prevent delays in these other important planning processes.

FINANCIAL IMPACT

Any individual financial impacts of specific actions in the CAP will be considered as needed. Some actions have no financial impact and others will need to be integrated into budgets, need grant funding or other one-time funding sources. Many funding options are available, including county and state grants, the existing sustainability budget, other department budgets, partnerships, and more.

LEGAL CONSIDERATIONS

Any individual legal considerations will be reviewed on an individual action/project basis.

ALTERNATIVE RECOMMENDATION(S)

None

ATTACHMENTS

1. 20260402 Richfield CAP Update



Climate Action Plan Update

City of Richfield

April 2026

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Plan prepared by Local Climate Solutions
 Graphics by Jess Vetrano
 Special thanks to City of Richfield Staff

No. 01

Introduction

This document is an updated version of the Climate Action Plan (CAP), refined to reflect the City’s progress, reassess priorities, and incorporate emerging technologies, policies, and community needs. Richfield has made considerable progress toward its climate goals over the past five years, completing many of the actions included in the original plan. This updated CAP builds on that momentum and advances the City’s long-term goal of becoming carbon neutral.

As the global temperature rises and climate systems shift, local weather patterns are becoming more volatile and unpredictable. It is increasingly important to reduce emissions and prepare for the climate impacts that have already begun. These climate impacts will continue to affect everyone, with a disproportionate effect on marginalized populations. This means our friends, family, and neighbors who are especially at risk, including those who are seniors, people of color,

people with disabilities, non-English speakers, low-income households, and those who are immunocompromised.

The Richfield community has a wealth of diversity and is committed to ensuring equity in all services and projects. This CAP reinforces that commitment by outlining strategies that support the well-being of our community members. Addressing climate change in Richfield is an opportunity for cleaner indoor and outdoor air, more stable energy and transportation costs, expanded access to healthy food, complete transportation systems, more active living, and healthy urban ecosystems—all of which help to create a more connected, equitable, and climate-resilient community.

This CAP details actions to help achieve both short- and long-term goals for Richfield’s sustainability efforts. The actions stem from policies included in the 2040 Comprehensive Plan, as well as staff and resident input, and are aimed at achieving the following nine goals:

1. Develop & Promote Energy Efficiency
2. Develop & Promote Sustainable Transportation

3. Promote Renewable Energy Installation & Purchasing
4. Encourage Sustainable Design & Building Practices
5. Strengthen & Expand Natural Resources
6. Reduce Waste Generated
7. Improve Access to Local & Healthy Food
8. Build Resilience through Emergency Preparedness & Public Health
9. Strengthen Internal Capacity

As the climate continues to change, the technologies, policies, and best practices needed to address the causes of climate change will also evolve. The City of Richfield will modify its efforts to meet emerging needs and opportunities alongside these changes. Continued success will require collaboration across the community, with roles for residents, businesses, institutions, and City government. By working together, Richfield can prepare for future climate impacts while achieving meaningful benefits today.

Plan Update

The original CAP was designed to be reviewed and updated regularly to reflect progress, new opportunities, and evolving community needs. Since its adoption, several factors have prompted the City to refine and expand the plan:

+ Significant progress on climate action:

Many of the actions outlined in the 2020 CAP have been partially or fully achieved. There is an opportunity to build on that progress and identify new priorities.

+ Updated emissions reduction goals:

There is a greater sense of urgency to reduce emissions more rapidly as we approach the long-range 1.5°C target set in the Paris Climate Agreement. This CAP adopts the goal to reduce emissions 50% (*from 2018*) by 2030 and to be carbon neutral by 2050.

+ Gaps in public health and emergency preparedness:

Increasing climate hazards have underscored the need to better integrate public health, social vulnerability, and emergency preparedness into the CAP. This plan includes a vulnerability assessment of how residents, natural resources, and infrastructure may be impacted by climate hazards. A new goal has also been added to bolster the plan.

+ Technological advancements in clean energy:

Improvements in thermal energy systems, battery storage, and electric appliances have made electrification more feasible, cost-effective, and appealing for residents and businesses. For example, innovations in geothermal energy have achieved efficiencies of 500%, meaning the energy output is five times greater than the energy input. These systems can be networked so that multiple buildings can take advantage of the thermal energy source. Cold climate air source heat pumps can efficiently produce heat down to negative 20°F, improving their reliability in a cold weather state. Lastly, battery storage technologies have improved while costs have gone down, making them a more viable source of back-up electricity.

Each of these factors is reflected in the updated CAP, creating a more comprehensive and actionable roadmap for advancing climate action in Richfield. The remainder of the CAP is organized to 1) summarize progress made to date, 2) provide background information on GHG emissions in the city, 3) highlight projected climate hazards as well as the potential impacts on people, natural resources, and infrastructure, and 4) present the plan with updated goals, objectives, and actions.



This plan is meant to both inform and engage community members and to provide City staff with a clear pathway to advance climate action. Successful implementation will require a collective effort that brings the community together to reduce emissions and strengthen resilience to build a more sustainable and climate-resilient Richfield.



Climate Action Accomplishments

Building Energy:

- ☑ Completed the Partners in Energy program and fully executed the related implementation plan
- ☑ Used \$43,000 of American Rescue Plan Act (ARPA) funds to implement electric efficiency upgrades at City Hall.
- ☑ Completed 14 municipal building audits using ARPA funds to identify gas and electric efficiency upgrade opportunities.
- ☑ Received Energy Efficiency and Conversation Block Grant funding to implement electrical efficiency upgrades and install LED lighting inside City Hall, Fire Station #2, and three municipal liquor stores.

Sustainable Transportation:

- ☑ Contracted with Sawatch Labs to conduct an electric vehicle suitability assessment/fleet study to understand how to support fleet electrification.
- ☑ Passed an ordinance requiring bike parking at all multi-unit housing and commercial developments.

Natural Resources:

- ☑ Conducted a pond inventory and created improvement plans
- ☑ Implemented low-salt training and practices to decrease salt application.
- ☑ Hosted annual tree sale for residents to purchase trees at cost.
- ☑ Awarded a \$498,000 federal grant to strengthen the urban canopy in historically under-served census tracts.

Waste:

- ☑ Added small electronics collection as an additional free service for residents during one of the annual shred events.
- ☑ Organized residential solid waste collection, with three haulers providing service to 1 to 3-unit properties.
- ☑ Many municipal buildings have implemented organics collection, including City Hall, Community Center, Public Works, Water Plant, and Wood Lake Nature Center.
- ☑ Started housing swap events, reducing the amount of items thrown away and encouraging local circular consumption.
- ☑ The City hosts a Fix-It Hub every 2nd and 4th Wednesday at City Hall, providing a space and resource for community members to learn how to fix broken belongings.
- ☑ The previous Wood Lake Nature Center building was partially deconstructed before demolition, saving many building fixtures and materials for reuse.

Local and Healthy Food:

- ☑ Launched multiple pocket community gardens in parks, including the main location in Veterans Park.
- ☑ The City initiated a toolshed lending library and an annual seed swap.
- ☑ Revised the fowl ordinance to allow for more fowl per household to be kept in the city with increased education and license requirements.
- ☑ City staff created a walkshed map to identify areas across the city that are not within one mile of a grocery store.

No. 02

Climate Snapshot

Greenhouse Gas Emissions

Burning fossil fuels like oil, gas, and coal releases greenhouse gases (GHGs). These gases act like a blanket around the Earth, trapping heat from the sun as it bounces off the Earth's surface. As these gases accumulate in the atmosphere, more heat is trapped, which drives up global temperatures. Since the Industrial Revolution, Earth's long-term average temperature has increased by 1.3°C (2.3°F). That warming contributes to changes in climatic systems. To slow down climate change, we must rapidly reduce GHG emissions and begin to build adaptation measures into our daily lives.

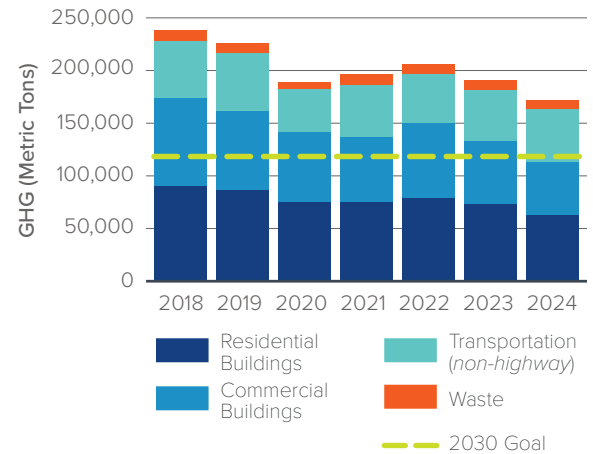
More than 70% of global emissions are generated from activities that occur in our cities, including driving, heating and cooling buildings, consuming electricity, and managing solid waste. Burning fossil fuels has effects beyond contributing to climate change: they also produce outdoor and indoor air pollution that harms human health and degrades ecosystems. By reducing GHG emissions in Richfield, the community will not only lessen our contribution to climate change, but also improve air

quality, strengthen public health, stabilize energy bills, and protect natural resources.

Since 2018, Richfield has seen a 28% decrease in its total citywide emissions. Much of the decrease can be attributed to cleaner electricity generation and increased energy efficiency. In line with the State's climate goals to reduce emissions by 50% by 2030, Richfield has also set that target using 2018 as the baseline year. The dashed lime green line in [Figure 01.1](#) indicates the 2030 target. The City will need to reduce emissions an additional 23% over the next four years to meet the target.

Minnesota state law requires 100% carbon free electricity by 2040, and Xcel Energy plans to reach 80% of that goal by 2030. As the electric grid incorporates more clean energy sources into generation, emissions will continue to decline in that sector. However, the City will also need to advance complementary strategies to reduce emissions from natural gas used in buildings and fuels used for transportation. This includes improving energy efficiency, accelerating building electrification, supporting widespread adoption of

Figure 01.1 Citywide GHG Emissions 2018-2024



electric vehicles (including e-bikes), and expanding transportation options like transit, biking, and walking. Additionally, reducing waste, increasing recycling, and diverting organics helps decrease emissions from waste management, including transportation, incineration, and landfilling. Because of projected reductions from cleaner electricity, Richfield is well-positioned to achieve its 2030 emissions target. A focus on thermal energy use and transportation will help ensure the city meets its goals and that all residents benefit from climate action.

Climate Change in Richfield

Due to rising greenhouse gas emissions, global temperatures are increasing at an accelerated pace. In 2023, average annual global temperatures spiked to 1.54°C (2.77° F) above pre-industrial levels, becoming the first individual year to exceed the 1.5°C warming threshold set by the Paris Climate Agreement ([Berkeley Earth Temperature Report](#)). In 2024, the global average annual temperature was estimated at 1.62°C (2.91°F). Because the Paris Climate Agreement target is based on long-term average temperatures, the target has not yet been exceeded. Nevertheless, 2025 is on track to be the third warmest year on average just behind 2023 and 2024, respectively, and scientists now anticipate that we will cross the 1.5°C threshold by 2030 ([World Meteorological Organization](#)).

Rising global temperatures are contributing to changes in our climatic and Earth systems. There has been a noticeable increase in heavy precipitation events worldwide, hurricanes have become more frequent and intense, deadly heatwaves have become more common, and droughts are stressing water sources and agricultural productivity. Critical Earth systems like ocean currents, permafrost, glaciers, and coral reefs are being pushed to their tipping points.

Richfield is already feeling the effects of climate change. Autumns have become extensions of hot summers, with temperatures hitting 90°F in October twice in the past three years. Air quality alerts have significantly increased in frequency and severity over the past few years due to wildfire smoke from the western United States, Canada, and northern Minnesota ([Figure 02.1](#)). After periods of drought, the Twin Cities has experienced heavy rain events that have led to flash flooding. These hazards limit outdoor activities and threaten human health, especially for vulnerable groups.

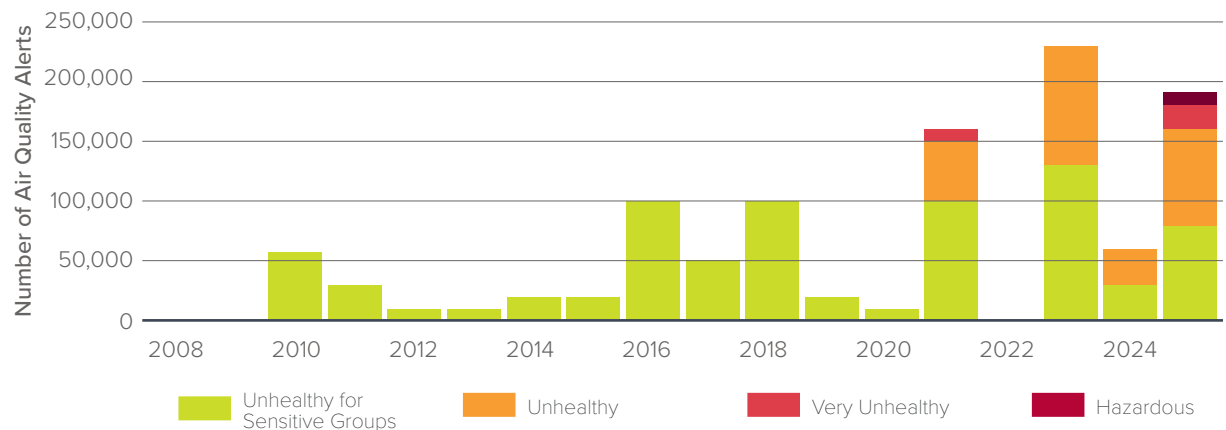
As global temperatures rise, we will continue to see local impacts in Richfield, especially changes in precipitation patterns and heatwaves. The University of Minnesota created an interactive

online tool called CliMAT, which provides localized climate projections for communities across the state. The tool allows users to visualize what Minnesota's future climate might look like under different emissions scenarios, variables, and time periods. Using the mid-century, high emissions scenario at the county level, we can expect the following projections:

+ Warmer summers:

Average summer high temperatures are expected to be 87.0°F by midcentury, an increase by 4.8°F above the historical average (1995 – 2014). The number of days annually that exceed 90°F is projected to increase to about 43 days, or 22 days above the historical average (1995-2014).

Figure 02.1 Summer Air Quality Days
Data Source: Minnesota Pollution Control Agency via the Minnesota Star Tribune



+ Warmer winters:

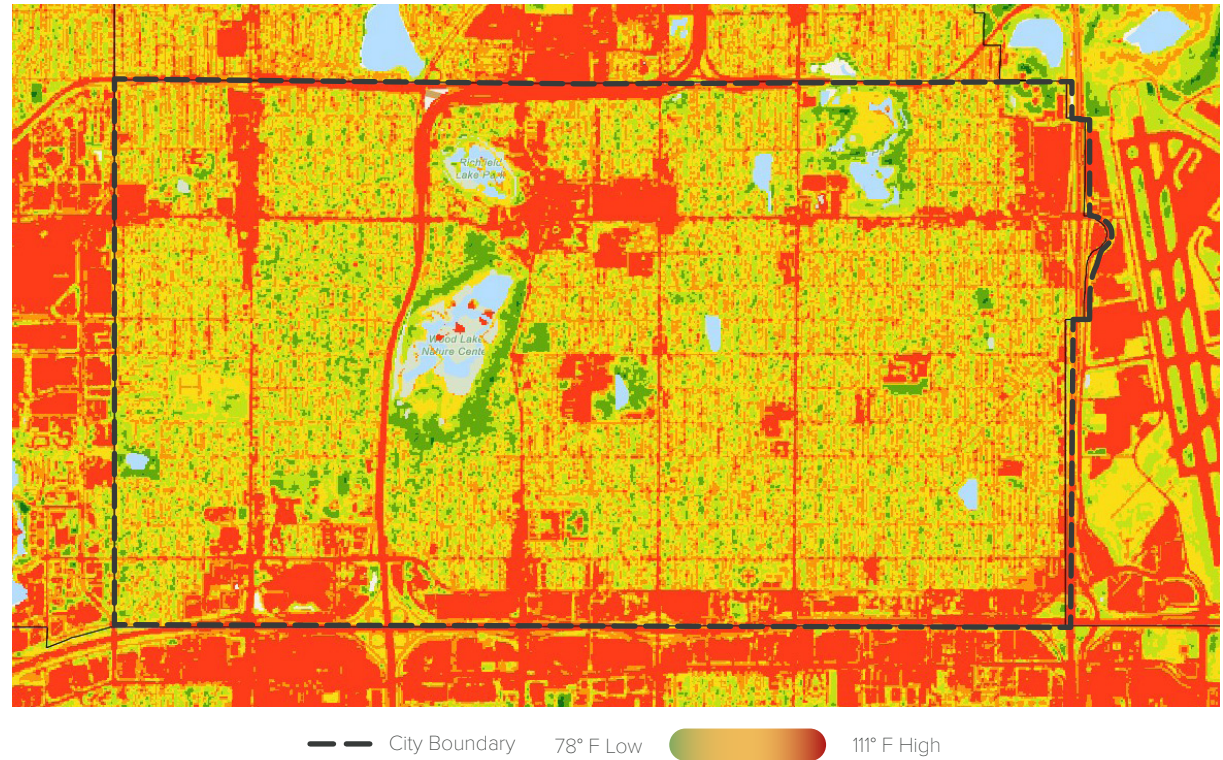
The daily average temperature is projected to be 23.7°F, 5.6°F above the historical average (1995-2014). The daily average low temperature is projected to be 16.3°F, 6.5°F above the historical average (1995-2014).

+ Precipitation patterns:

Annual maximum precipitation for a single day in Hennepin County is projected to be 4.1 inches. Precipitation is not expected to change uniformly throughout the year—rather, winter and spring precipitation are projected to increase, while summer precipitation is expected to decrease, leading to wider extremes of wet and dry periods.

Warmer summer temperatures will be felt through prolonged heatwaves. With a near doubling of the days where the temperature exceeds 90 degrees, we can expect to see more heat-related illnesses, especially among vulnerable populations. Factors that can contribute to even higher localized temperatures include greater amounts of impervious surfaces like asphalt, concrete, and brick combined with low vegetation. In these areas, the temperature can be much higher than surrounding areas that have relatively high vegetative land cover. This is known as the urban heat island effect. [Figure 02.2](#) shows the areas of Richfield where temperatures are impacted by the urban heat island. The map highlights commercial districts and highways where urban heat island is prevalent. It also demonstrates that there are few

Figure 02.2 Extreme Heat Map of Richfield: Red and orange values show areas that are more at risk for extreme heat.
Source: Metropolitan Council



areas of the city with vegetative land cover that has a localized cooling effect.

Warmer winter temperatures will change precipitation patterns such that we might see more freezing rain. This can pose a threat to trees by breaking branches or potentially uprooting trees due to the weight of frozen rain or heavy, wet snow. Freezing rain can also create dangerous driving and walking conditions that threaten public safety and health. Warmer winter temperatures will increase freeze/thaw cycles, impacting infrastructure like pipes and roads,

causing costs to rise as the City will need to cover increased repairs.

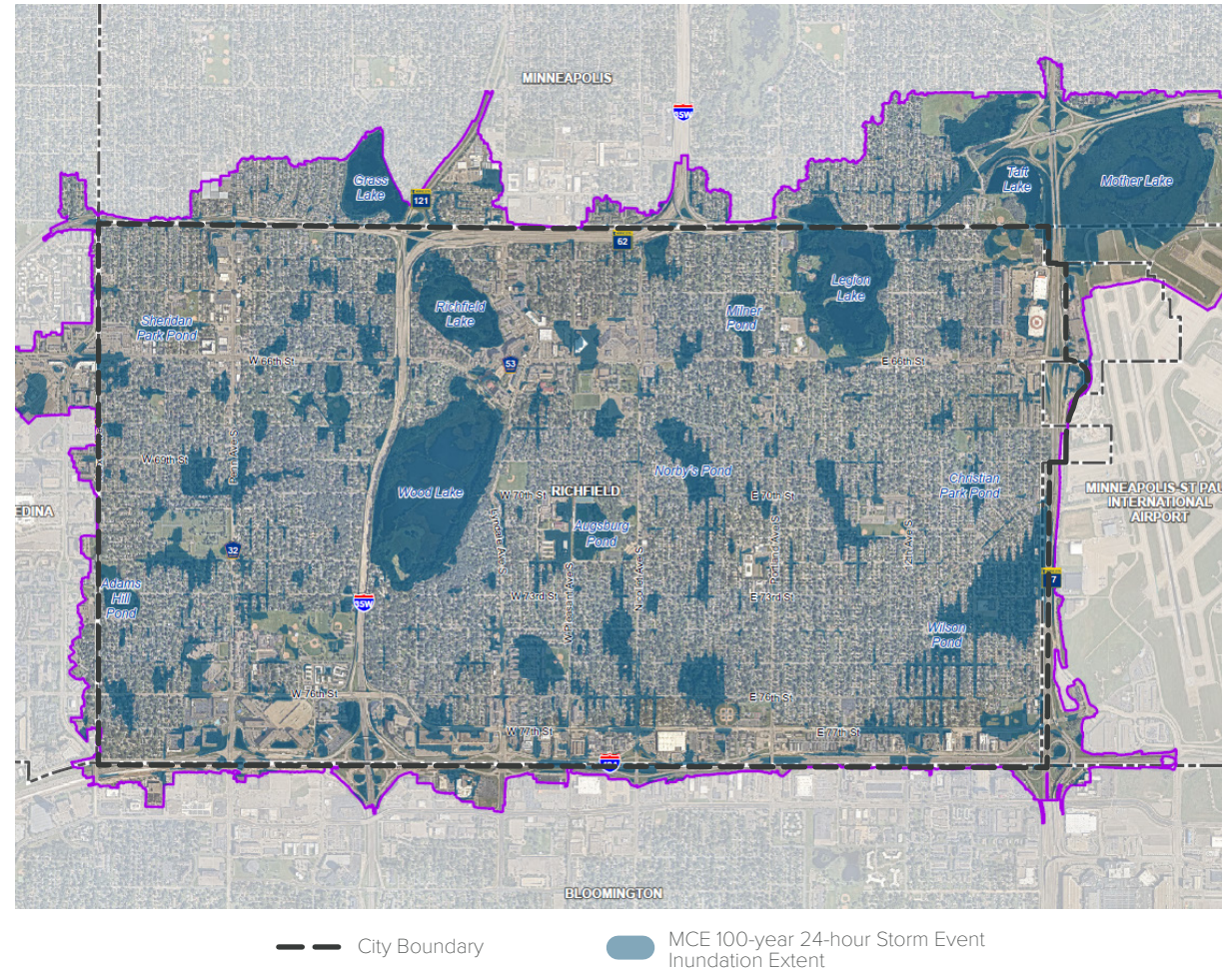
Richfield will also need to prepare for changes in precipitation patterns. Precipitation is projected to reach 34.5 inches annually by mid-century, which is an increase of 1.1 inches (3% change). While this is not a dramatic increase in the amount of projected precipitation, the patterns of rain and snow fall will change. For example, it is expected that the increase in precipitation will happen more in winter and spring with drier summers. Additionally, rain may fall with greater intensity,

leading to flash flooding that can damage property and infrastructure and pose a risk to human health.

Figure 02.3 illustrates areas of the City that may be more susceptible to localized flooding during extreme rainfall events driven by climate change, based on climate modeling. Some of these areas correspond to urban heat islands, underscoring the importance of adaptation strategies that can address both hazards.

Current and projected climate hazards pose a risk to public health, infrastructure, property, and natural resources. Understanding the potential risks and interactions can inform adaptation strategies to minimize harm. The next section looks at how people, infrastructure, and natural resources are impacted by various climate hazards and where there are greater vulnerabilities.

Figure 02.3 Localized Flood Map. Blue areas show areas that are most at risk for flooding.
Source: City of Richfield



Vulnerability Assessment

A vulnerability assessment helps communities evaluate how climate hazards may affect people, infrastructure, and natural resources. These impacts depend both on the level of exposure to hazards and on existing vulnerabilities within the community. As climate hazards increase in frequency and intensity, the risks they pose also grow. In the Twin Cities, the most likely hazards are heat waves, heavy precipitation events, periods of drought, and poor air quality.

It is important to understand who and what might be susceptible to these hazards. Aging infrastructure—or infrastructure that was not designed to withstand future climate conditions—is more vulnerable to damage or failure. Natural resources that are already stressed by shifting temperature and precipitation patterns might be less resilient and more affected by extreme events. People impacted by climate hazards may experience them unevenly. Social, health, economic, and demographic factors influence how community members are impacted. For example, a senior living alone without access to air conditioning may be vulnerable to prolonged heatwaves.

There are multiple resources available to inform a population vulnerability assessment for Richfield. To identify which populations are most vulnerable to climate hazards, this Plan uses U.S. Census data combined with the Environmental Justice Areas

map from the Minnesota Pollution Control Agency (*MPCA*). The MPCA defines environmental justice areas as census tracts where:

- + At least 40% of the population is people of color;
- + At least 35% of households have income at or below 200% of the federal poverty level;
- + At least 40% of the population has limited English proficiency in English; or
- + Are located in a federally recognized tribal reservation.

Based on the MPCA map, four census tracts in Richfield meet the criteria for environmental justice areas. These tracts include neighborhoods with higher proportions of people of color, as well as one census tract where more than 35% of households earn 200% or less of the federal poverty level. These communities may be more vulnerable to the impacts of climate change due to a historic underinvestment and discriminatory housing practices that contributed to persistent economic disadvantage, limiting the ability to recover from an extreme event.

The Federal Emergency Management Agency (*FEMA*) created the National Risk Index, a complementary mapping tool that shows hazard risk, social vulnerability, and community resilience. While this map suggests high resilience for the community, it also indicates that there are

relatively high social vulnerabilities that align with the MPCA Environmental Justice Areas map.

Food security is an important and sometimes overlooked aspect of climate vulnerability. Changes in temperature, droughts, and more frequent intense rainfall and floods can disrupt food systems, potentially affecting availability, quality, and prices. These disruptions will be felt most by households already experiencing food insecurity. The University of Minnesota created a Food Security Dashboard that allows users



Figure 02.4 Food Insecurity Projections by Census Tract
 Source: [University of Minnesota Food Security Dashboard](#)

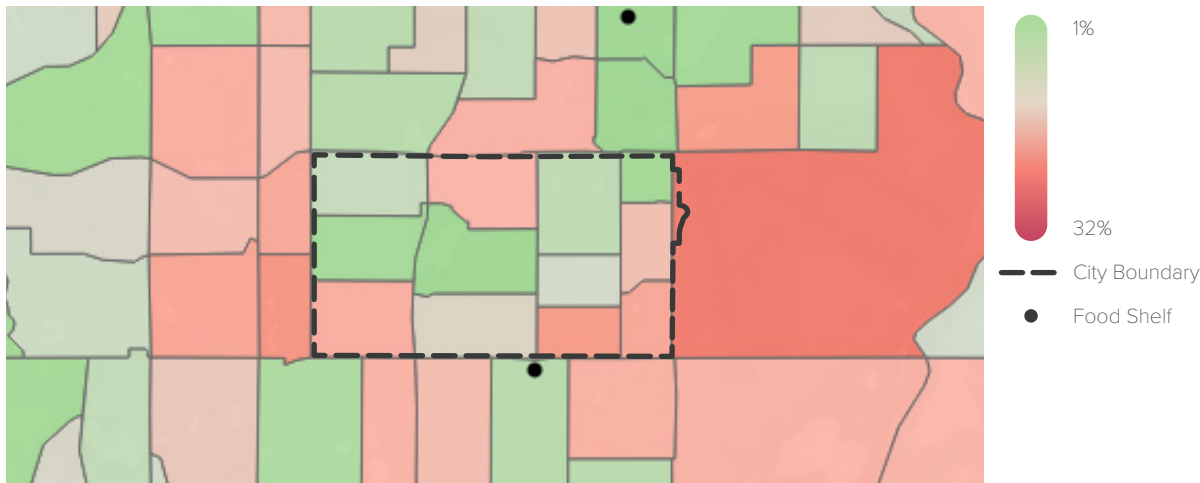
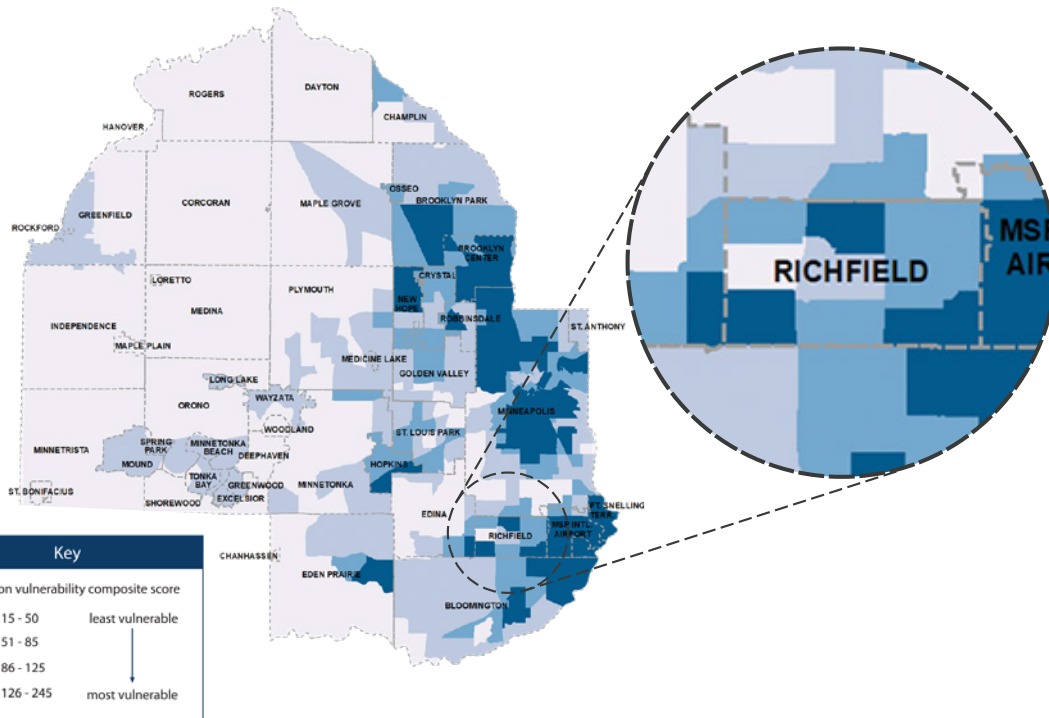


Figure 02.5 Population Vulnerability in Hennepin County
 Source: [Hennepin County Climate Vulnerability Assessment](#)



to explore current and historical levels of food insecurity. In Richfield, seven census tracts have food insecurity rates above the Hennepin County average rate of 10.5% (Figure 02.4). Two are above the national average rate of 14.3%.

Hennepin County completed a vulnerability assessment in 2021 that assesses the potential risks of current and projected climate hazards to public health, water, transportation systems, natural areas, and built infrastructure. This assessment focuses on the potential impact from the four major climate risks: warmer winters; extreme precipitation; warming, heat, and humidity; and drought. This assessment also includes a population vulnerability map that combines several factors to measure a population vulnerability composite score, illustrating where people may be more vulnerable to climate changes (Figure 02.5). The areas in darker blue show greater vulnerability based on social, political, and economic factors. This analysis further emphasizes that several census tracts in Richfield may be highly vulnerable to various climate hazards.

The remainder of this section uses the above resources as well as demographic data from [MN Compass](#) and the United States Census Bureau to explore the various climate hazards, vulnerabilities, and how people, infrastructure, and natural resources are affected by the shocks and stressors of a changing climate. This assessment is used to inform actions aimed at building resilience and improving public health in the community.

1 Extreme Heat & Urban Heat Island Effect:

Richfield is experiencing more days with temperatures above 90°F and longer heat waves. Areas with a high concentration of pavement and buildings become even hotter than other areas because these materials retain heat from the sun, known as the urban heat island effect. In these areas, hot days are even more hazardous because of the additional heat effect.

The greatest risk of exposure to extreme heat is near highways (*I35W, I494, Highway 62, Highway 77*), arterial roads, and commercial districts. Cooler areas of the City are near Wood Lake Nature Center, Veteran's, Augsburg, Adams Hill, Donaldson, and Taft parks.

+ Vulnerable Populations:

- **Adults over 65** (*19% of Richfield Residents*): More prone to heat-related illnesses, such as heat stroke and dehydration. Those who live alone, do not have access to air conditioning, and who have limited social support are particularly vulnerable.
- **Young children** (*5% under the age of 5*): Higher risk of dehydration and heat exhaustion when spending time outside on very hot days. Young children may lack the judgement to limit their exertion and remember to hydrate while playing outside during hot weather.



- **Low-income households** (*29% are cost-burdened*): May struggle to afford air conditioning units or increased energy bills associated with running air conditioning.
- **Renters in multi-family housing** (*39% of housing units*): May not have central air conditioning or the ability to afford a window unit.
- **Outdoor workers** (*5-7% work outside*): Increased risk of heat stroke and other heat-related illnesses with prolonged exposure to excessive heat.
- **Non-English speakers** (*9% speak English less than 'very well'*): May face challenges receiving or understanding heat warnings or cooling resources.

+ Natural Systems:

Extreme heat and higher temperatures can stress trees and other vegetation, limiting their ability to function and making them susceptible

to disease, while contributing to higher rates of mortality. Higher winter temperatures can contribute to more rain and ice events that can damage trees when ice or heavy, wet snow accumulates on branches.

+ Infrastructure:

Roads, bridges, and pipes are all susceptible to extreme temperatures, and drastic winter temperature swings that come from an increase in freeze/thaw cycles. Aging infrastructure and infrastructure that was not designed to handle extreme temperatures may be more vulnerable to high heat and/or freeze/thaw cycles. Further, more frequent freeze/thaw cycles can contribute to icy surfaces that can degrade pavement, create dangerous travel conditions, and increase salt application that further worsens water quality.



② Severe Storms & Power Outages:

Severe storms including straight-line winds, heavy rainfall, and hail pose risks of property damage and power outages. As these events intensify, they can cause immediate damage that requires expensive repairs, and they are increasingly likely to contribute to rising insurance premiums. Storm-related power outages can create serious challenges for residents who rely on medical equipment and critical infrastructure that depend on a reliable power supply. Additionally, power outages increase food waste when foods can't be properly refrigerated, exacerbating food insecurity.

Using the FEMA National Risk Index, Richfield is ranked as a moderate to very high risk for these severe storms. While the overall level of risk is relatively consistent across the community, outcomes can vary significantly. Social vulnerabilities, the condition of the urban forest, and the maintenance level of infrastructure all influence how different neighborhoods experience and recover from these events.

+ Vulnerable Populations:

- **Renters in multi-family housing** (39% of housing units): Less control over building resilience, may not have insurance, and can more easily be displaced.
- **Seniors (19%) and people with disabilities (12%)**: May be less able to evacuate or get to safety during extreme storms and may rely on medical equipment that requires power.

- **Low-income households** (7% experiencing poverty): Limited ability to recover from property damage or afford emergency preparedness resources.
- **Non-English Speakers** (9% speak English less than 'very well'): May face challenges receiving or understanding storm warnings in a timely manner.
- **People without reliable transportation** (10% do not own a vehicle, 12% with a disability): Those without access to personal vehicles, bikes, or transit may have difficulty reaching emergency shelters or resources. Residents with disabilities may also face mobility challenges to reach emergency shelter or access support after a storm.

+ Natural Systems:

Trees are vulnerable to extreme weather, especially with high winds, which can break branches and even uproot entire trees. Falling limbs or trees can damage property, threaten injury or death, and can hit power lines, causing widespread power outages.

+ Infrastructure:

Wind and hail can cause severe damage to buildings and infrastructure, leading to costly repairs and maintenance. Damage from these events has become more frequent and severe, contributing to significant increases in home insurance premiums.

3 Flooding & Water Damage:

More frequent heavy rainfall events increase the risk of flooding, particularly in areas with aging infrastructure and low-lying land. FEMA designates flood zones based on the likelihood that an area will be inundated by a flood event, and these zones are typically located near rivers or other water bodies. While Richfield has only a very small area of designated FEMA flood zones within its boundaries (*only in the Northeasternmost part of the City*), FEMA flood maps do not necessarily fully show the risk of flooding. Heavy precipitation can still lead to flash-flooding and basement flooding in many parts of the city. Basement flooding can increase the likelihood of hazardous mold, cause structural damage, and poses a significant health and safety risk to vulnerable populations.

+ Vulnerable Populations:

- **Residents in flood-prone areas:** Low-lying neighborhoods and older buildings are at higher risk of water damage.
- **Low-income households** (*43% cost-burdened renter households; 22% cost-burdened owner households*): Less financial flexibility or ability to repair flood damage or relocate if home becomes uninhabitable due to flooding.
- **Renters in older buildings** (*68% of buildings constructed before 1970*): More difficult to repair water damage and more risk of mold.



- **Non-English speakers** (*9% speak English less than 'very well'*): May face challenges receiving or understanding flood warnings.

+ Natural Systems:

Increased runoff from heavy precipitation can degrade water quality by carrying pollutants into rivers, lakes, and wetlands, and by raising water temperatures. Saturated soils can weaken tree root structures, making trees more susceptible to uprooting during strong winds. Over time, changing precipitation patterns can strain the health of ecosystems, limiting their ability to thrive.

+ Infrastructure:

Flooding events can cause severe damage to buildings and infrastructure. Basement flooding can cause costly repairs. Large-scale repairs generate a high volume of construction and demolition waste and pose health risks from increased dust and exposure to hazardous material exposure during construction. Roads can be flooded or washed out from excess water, creating dangerous situations and expensive damage.

4 Air Quality & Wildfire Smoke:

Burning fossil fuels—such as coal, natural gas, oil, gasoline, and diesel— not only contributes to climate change but also degrades indoor and outdoor air quality by releasing harmful pollutants. Particulate matter from wildfire smoke can trigger or aggravate respiratory illnesses. As wildfires grow in intensity and frequency, their effects on local air quality are a growing concern. Additionally, increases in pollen blooms from longer growing seasons and increased carbon dioxide can further degrade air quality, particularly affecting those with seasonal allergies or respiratory illnesses like asthma.

Air quality in Richfield tends to be worse near highways and major roads. Heavy traffic is a daily source of pollutants. Seasonally, all areas of the city can be impacted by increased pollen and/or wildfire smoke. The pollution is compounded in those areas that experience poor air quality daily. Indoor cooking with gas also contributes to poor air quality (*National Institute of Health*). Homes with inadequate air filtration and circulation will be more vulnerable to both indoor and outdoor pollution—these are often older homes that lack central air conditioning.

+ Vulnerable Populations:

- **Children** (5% under the age of 5) and **Adults over 65** (19%): More sensitive to poor air quality and more susceptible to asthma attacks and respiratory distress.
- **People with pre-existing health conditions** (e.g., *asthma, COPD, heart disease*): Poor air quality exacerbates certain health conditions.
- **Outdoor workers** (3% workers in construction): Increased exposure to polluted air without proper protective equipment and measures increases health risks.
- **Low-income residents** (7% experiencing poverty): May not be able to afford or access air purifiers, conditioned spaces, allergy medicine, or the ability to stay indoors during poor air quality events.
- **Residents with allergies** (the CDC estimates that 25.7% of adults experience seasonal allergies): Allergies can cause discomfort and interfere with a person's sleep quality, planned activities, and productivity in school or at work.

+ Natural Systems:

The impact of air pollution on natural systems depends on the proximity to the source and the type of pollutant. While trees and other plants can help to filter air pollution, they can also be harmed by excessive pollutants. This can be seen when pollutants reduce photosynthesis, damage leaves and flowers, and diminish a tree's capacity to absorb CO₂.



+ Infrastructure:

The impacts of air pollution on infrastructure occur slowly over time. More corrosive pollutants, such as sulfur dioxide, can corrode or dissolve building materials. Fine particulate matter from vehicle exhaust and other point source emissions can accumulate on surfaces requiring increased cleaning and maintenance.

No. 03

Action Plan

This section includes the action plan, which consists of nine goals supported by objectives and actions designed to reduce GHG emissions, strengthen climate resilience, and improve public health. The actions build upon the previous version of this plan and have been refined based on the City's progress to date, continued relevance of strategies, and the addition of new actions needed to achieve the City's evolving goals.

The goals that are included in this updated CAP are:

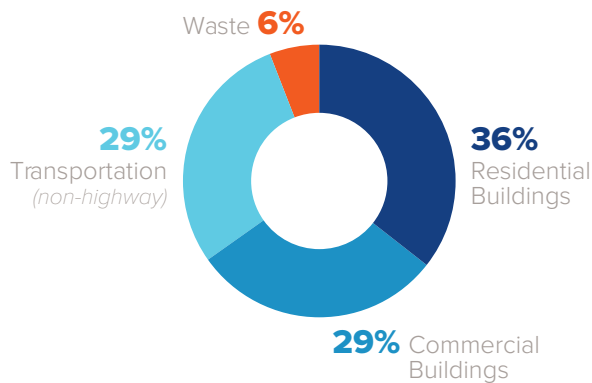
- + **Goal 1: Develop & Promote Energy Efficiency.**
Understand Richfield's energy use and identify opportunities to reduce consumption, lower costs, and lessen environmental impacts.
- + **Goal 2: Develop & Promote Sustainable Transportation.**
Shift travel patterns toward more sustainable, active, and low-emission modes.
- + **Goal 3: Promote Renewable Energy Installation.**
Reduce reliance on fossil fuels and expand education on incentives for installing renewable energy systems.
- + **Goal 4: Encourage Sustainable Design & Building.**
Ensure design and construction plans incorporate environmental best practices that improve building performance and environmental impact throughout the life cycle.
- + **Goal 5: Strengthen & Expand Natural Resources.**
Inventory and enhance the community's natural resources while engaging residents in the stewardship of trees, parks, and bodies of water.
- + **Goal 6: Reduce Waste Generated.**
Promote responsible disposal, increased recycling and organics collection while moving toward a circular and low waste economy.
- + **Goal 7: Improve Access to Local & Healthy Food.**
Expand access to purchasing, growing, and producing healthy and affordable food.
- + **Goal 8: Build Resilience through Emergency Preparedness & Public Health.**
Prepare for future climate impacts through community preparedness efforts and public health resources and services that support health and well-being.
- + **Goal 9: Strengthen Internal Capacity.**
Identify opportunities to integrate climate and sustainability actions into city policies, programs, budgets, and events. Encourage department leaders to consider impacts on emissions and resilience in daily work.

The first seven goals were initially identified in the original plan. A goal to build resilience through emergency preparedness and improved public health has been added to highlight the increasing need for climate adaptation and the essential role of public health in helping residents withstand and recover from climate-related hazards. The last goal has been added to bolster the effectiveness of this plan throughout departments in Richfield.

Goal 1 Develop & Promote Energy Efficiency

Building energy emissions account for 65% of total citywide emissions ([Figure 03.1](#)). These emissions come from electricity generation used to power appliances—such as air conditioning, refrigerators, and electronics—and from natural gas used for cooking and space and water heating. In recent years, emissions from electricity generation have declined as the electric grid becomes cleaner through the expansion of renewable energy technologies. In contrast, natural gas emissions continue to follow weather patterns, increasing in colder winters and decreasing in warmer winters. Aside from energy-efficiency programs, there has been minimal progress in reducing emissions from natural gas use.

Figure 03.1 Emissions by sector, Richfield GHG Inventory, 2024.



Richfield is primarily a residential community with several major commercial districts. Residential energy use accounts for approximately 55% of total building-related emissions in the community. Of those emissions, 65% now come from gas, a proportion that is expected to grow due to the ongoing decarbonization efforts of electricity generation. Because natural gas remains a significant source of emissions and heating costs make up a substantial share of household energy bills, these trends have important implications for energy burden, or the amount residents pay for energy relative to their household income.

As the cost of daily necessities like groceries, gas, and utility bills continue to rise, household budgets are increasingly strained. Energy experts consider an energy burden to be high when it exceeds 6% of household income, and severe when it exceeds 10%. In Minnesota, the average household energy burden is 2%. When adjusted for income, Richfield residents earning at or below 80% of the area median income spend an estimated 5% to 7% of their household income on energy costs, placing many households at or near a high energy burden threshold. The households with the lowest incomes spend 15% or more of their income on energy costs ([Low-Income Affordability Tool, Department of Energy](#)).

Energy efficiency and electrification will result in much needed cost savings for residents, business owners, schools, and City operations. Heat pumps and thermal energy technologies are demonstrating deep energy efficiency capabilities and are proving to be viable solutions in cold climates. Additionally, there is a growing body of research that suggests that cooking on a gas stove contributes to poor indoor air quality and can have adverse effects on respiratory health. Electrifying gas equipment will help to significantly improve indoor air quality, making homes healthier and safer. The following actions will support a transition to cleaner and more affordable energy.

+ Objective 1: Share opportunities with residents and business owners to decrease energy costs and lower energy usage.

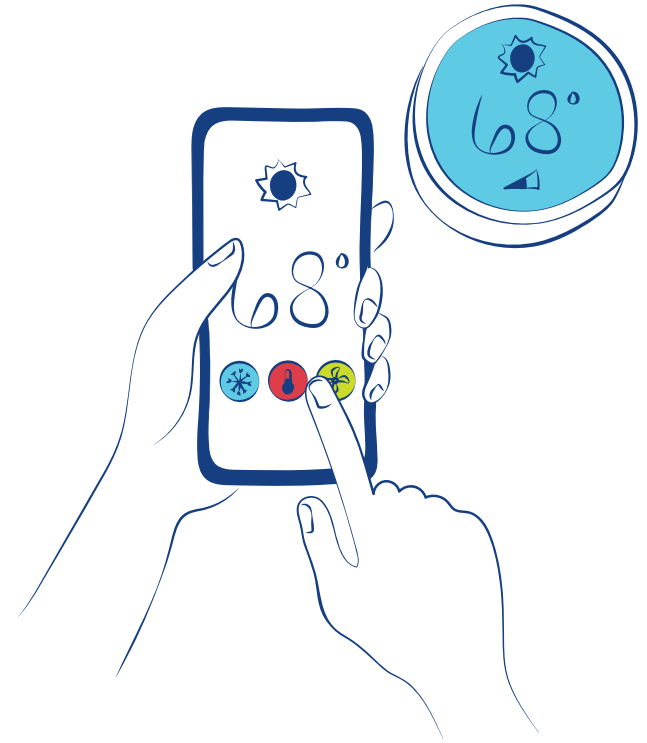
- 1.1** Provide resources to encourage commercial and large residential building owners to reduce energy use, explore electrification and on-site renewable energy, and increase energy efficiency.
- 1.2** Maintain the City webpage that provides information to help residents incorporate energy efficiency practices and technologies into their lives. Communicate these strategies through social media, e-newsletter, and event tabling.

+ **Objective 2:** Increase the energy efficiency of all municipal buildings and operations.

- 2.1** Track municipal energy consumption in B3, an energy benchmarking program.
- 2.2** Continue to make efficiency improvements to City buildings, based on audit recommendations.
- 2.3** Develop and implement a plan to replace existing Xcel metered and flat rate high-pressure sodium (*HPS*) streetlights with LED streetlights. Ensure new lights do not contribute to excessive light pollution by choosing low-color-temperature bulbs.

+ **Objective 3:** Increase opportunities and awareness about building electrification technologies.

- 3.1** Share state rebate and utility incentives to encourage residents and businesses to electrify their gas appliances with electric alternatives, including air-source/ground-source heat-pumps, heat-pump water heaters, heat-pump dryers, and induction ranges.
- 3.2** When renovating city buildings, price out the cost of electrification/removing natural gas infrastructure and implement when feasible.
- 3.3** Identify funding to support a cost-share pilot to help residents and businesses electrify gas appliances.



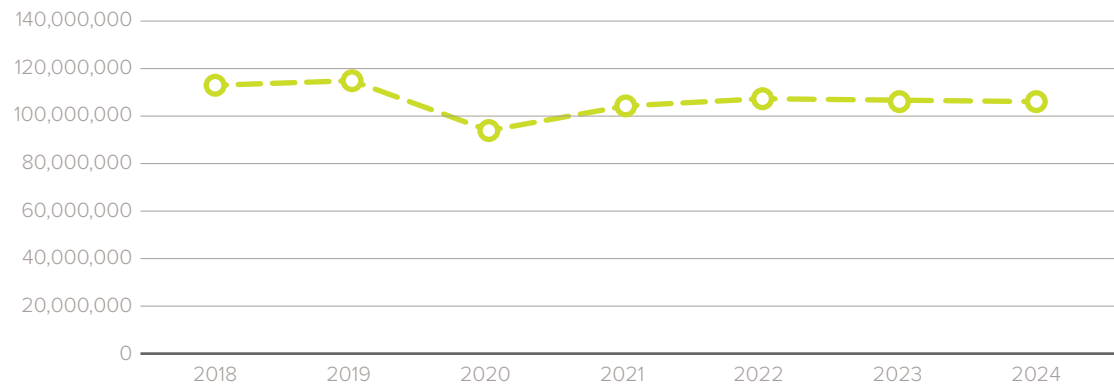
Goal 2 Develop & Promote Sustainable Transportation

Transportation accounts for 29% of citywide emissions, which are calculated using the vehicle miles traveled (VMT) within the boundaries of the City. To better capture travel within the City, this calculation does not include vehicles traveling on the highways and interstate. Following a sharp decline in 2020, vehicle miles have leveled out at just over 100 million miles per year for the past four years ([Figure 03.2](#)).

Approximately 75% of residents drive to work, while 4% take public transportation, and 21% walk, bike, or work from home. Strategies to reduce transportation-related emissions include transitioning to cleaner vehicles (e.g., *electric cars and bikes, hybrid vehicles*), and shifting travel modes from driving alone to transit, biking, or walking. The City of Richfield adopted a [Complete Streets Policy](#) in 2013 and has since invested in infrastructure that applies eight Guiding Principles to its street reconstruction projects. The [City's Active Transportation Plan](#) further advances efforts to create safer, more sustainable transportation options.

With these policies in place, the City continues to expand and improve its multimodal network. Several pedestrian bridges and underpasses have been constructed to enhance transportation infrastructure. Restriping projects and the installation of roundabouts have further improved roadway safety and traffic flow. The

Figure 03.2 Non-highway Vehicle Miles Traveled, Minnesota Department of Transportation



reconstruction of 76th Street transformed the former four-lane road into a two-lane corridor featuring bike lanes, sidewalks, a multi-use trail, and green boulevards lined with trees. These types of projects reduce emissions and other environmental impacts while also promoting positive public health impacts and community well-being.

+ Objective 1: Reduce city-wide transportation-related emissions and Vehicle Miles Traveled (VMT).

- 1.1** Share resources with residents regarding electric and plug-in hybrid electric vehicles (EV/PHEV) incentives, financing, charging infrastructure (*public and private*), benefits, etc.

- 1.2** Establish and implement a fleet electrification schedule that includes vehicle replacement and charging stations located at municipal facilities; include mobile equipment like lawn mowers and leaf blowers.
- 1.3** Encourage fewer individual in-city staff trips and more carpools. Prioritize using EVs, PHEVs, and e-bikes for shorter trips.
- 1.4** Include e-bikes as an eligible cost for the pilot cost-share program (*Goal 1, Action 3.3*)

+ Objective 2: Implement the City's Active Transportation Plan to encourage alternative transportation modes.

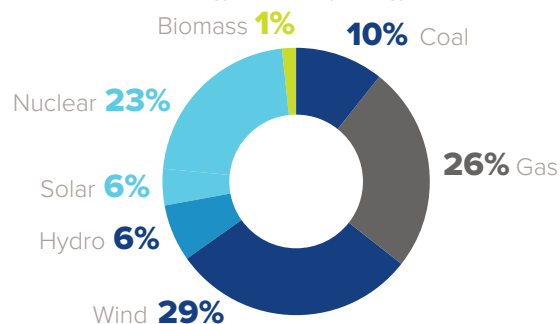
- 2.1** Work with partners like Move Minnesota and Commuter Services to promote and incentivize alternative transportation for staff and residents.

Goal 3 Promote Renewable Energy Installation & Purchasing

As noted previously, building energy use is a major contributor to the City's greenhouse gas emissions. As more buildings transition to electric technologies, it becomes increasingly important to ensure that the electricity powering those buildings comes from clean, carbon-free sources. In 2023, the State Legislature enacted a requirement for all electricity generation in Minnesota to be carbon free by 2040. Xcel Energy, the electricity provider serving Richfield, has committed to meeting this target by 2035.

Currently, Xcel Energy relies on fossil fuels for approximately 36% (Figure 03.3) of its electricity generation, a share that has decreased significantly over that past decade. While Xcel Energy is making substantial progress toward a clean electricity future, there are additional advantages to installing and purchasing local renewable energy. Local solar and other distributed resources can help accelerate the transition to clean electricity, provide more

Figure 03.3 2024 Xcel Energy Resource Mix
Data Source: Xcel Energy Community Energy Report 2024

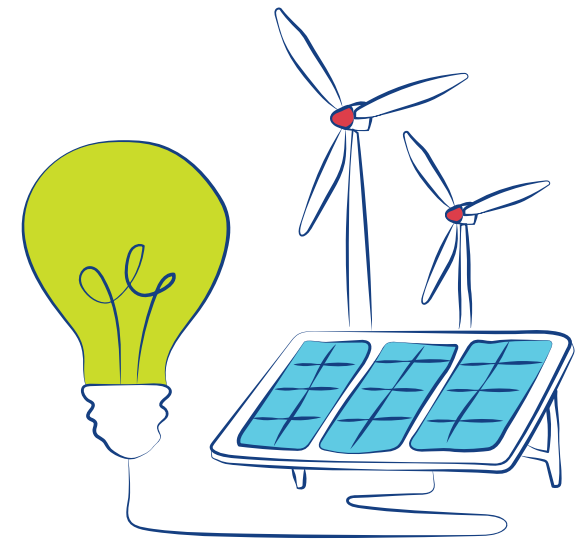


predictable and stable energy costs, and improve resilience when paired with battery storage.

The City has led by example by installing nine solar arrays on five buildings (*the Pool, Ice Arena, Public Works, Wood Lake Nature Center, and two liquor stores*). The City maintains a [solar dashboard](#) to share live production. At least 88 residents and seven businesses have installed solar on their rooftops, and nearly 300 residents participate in community solar gardens. Another alternative to installing clean energy is to participate in Xcel Energy's Renewable Energy Programs, like Renewable*Connect where more than 1,000 Richfield households are currently participating.

+ Objective 1: Increase city-wide renewable energy purchase and generation.

- 1.1** Develop and distribute an educational brochure outlining current utility and state financial incentives and the benefits of installing solar.
- 1.2** Promote options for purchasing renewable energy (e.g., rooftop solar, community solar gardens) to residents and businesses. Identify affordable opportunities to increase equity throughout Richfield, working with low-income communities and with people of color.



1.3 Conduct a solar feasibility study; identify sites in the city with the most potential and target outreach to them. Share financing and grant programs to increase affordability, especially for non-residential sites.

+ Objective 2: Increase municipal renewable energy purchasing and infrastructure installation.

- 2.1** Continue to research renewable energy infrastructure options for municipal facilities.
 - Identify municipal buildings with good solar payback potential.
 - Identify additional funding sources to install more solar arrays on City sites.
 - Investigate feasibility of gas-alternative hot water systems.
 - Investigate adding renewable infrastructure in all new construction.
- 2.2** Investigate the viability of where city lighting can be solar powered.

Goal 4 Encourage Sustainable Design & Building Practices

With limited space for new construction in Richfield, sustainable design is essential. Sustainable design considers the full lifecycle of a building and its materials, emphasizing efficient systems and passive strategies to reduce a building's long-term energy footprint. Integrating these principles into both new construction and renovation projects can lead to substantial financial savings, lower environmental impacts, and improved building performance. Additionally, sustainable construction methods like deconstruction are better for public health as they typically generate less dust and pollutants compared with traditional demolition or renovation projects.

It is also important to apply sustainable design practices to renovating or deconstructing existing buildings. Construction and demolition (C&D) waste includes materials generated during the renovation, demolition, or construction of buildings and transportation infrastructure. In 2019, Minnesota generated an estimated 10.2 million tons of C&D waste, with approximately 1.4 million tons sent to landfills. This waste stream represents an opportunity to expand material reuse and extend the lifecycle of valuable building materials.

Richfield residents are incorporating sustainable design features into their own home improvement and construction projects. Many households

have added solar panels, natural landscaping, passive solar design, and accessory dwelling units. The City's Community Development Department supports these efforts through several environmentally oriented grant programs, such as Richfield Rediscovered Lot Sale Program, which outlines five sustainable construction categories that building owners are encouraged to include in their design plans.

+ **Objective 1:** Develop sustainable building resources.

1.1 Develop guidelines to encourage builders/developers to integrate sustainable building practices into developments.

+ **Objective 2:** Adopt and promote green design and construction strategies.

2.1 Encourage deconstruction instead of demolition of properties by sharing information about Hennepin County's deconstruction grant program in city newsletters and with developers and property owners.

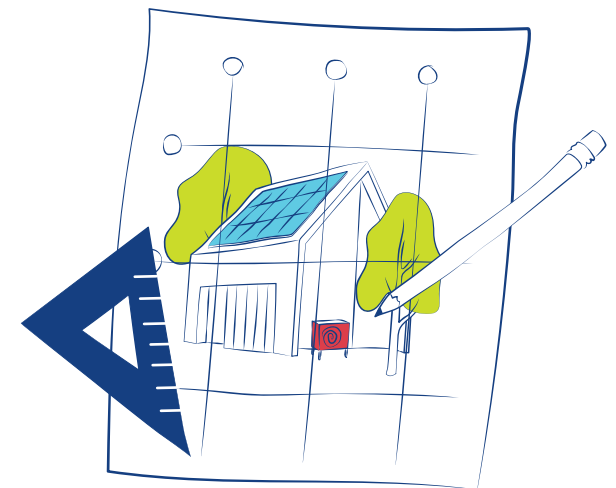
2.2 Encourage the integration of salvaged building materials into construction or renovation projects by sharing information about Hennepin County's building material reuse grant program and other reuse resources.

2.3 Set design standards on municipal projects to require restoration of soil permeability after construction and include native plants and compost.

2.4 Review city homeowner loan programs to prioritize funds for sustainable projects or tighten requirements for incorporating sustainable design.

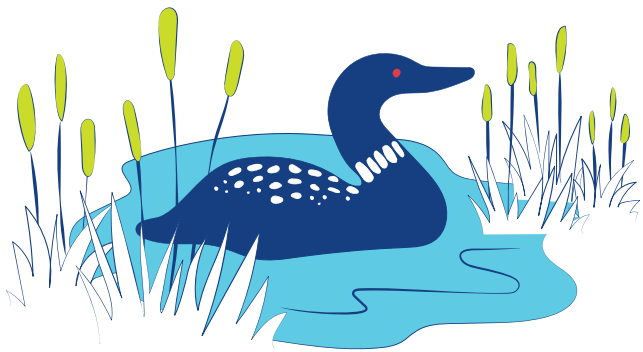
2.5 Request that developers submit plans during the design and review process on how their development could achieve "solar-ready" status.

2.6 Require that new municipal buildings be built using the SB 2030 energy standard and/or a green building framework that eliminates gas infrastructure and includes an equity lens.



Goal 5 Strengthen & Expand Natural Resource Management

Effective natural resource and greenspace management is essential for maintaining a healthy urban ecosystem. Densely built environments like Richfield face unique challenges, including limited infiltration due to wellhead protection areas, poor air quality from vehicles and building exhaust, increased runoff from impervious surfaces that can contaminate soil and water, and higher localized temperatures due to limited vegetation and heat-absorbing surfaces. Richfield's mature urban canopy is an important resource and is also at risk due to increasing climate change pressures and invasive pests and diseases. A well-managed urban ecosystem helps mitigate these impacts. For instance, a healthy tree canopy improves air quality and provides shade, while native plantings support stormwater infiltration, soil health, and biodiversity.



Richfield's Public Works Department employs several environmentally friendly, beneficial maintenance practices that support this goal. Many parks now feature designated areas of native grasses and wildflowers and are not regularly mowed, which improves soil health, reduces erosion, and decreases emissions from maintenance equipment. At Adam's Hill Park and Sheridan Park, for example, the City planted buffers of native vegetation around ponds, restored upland areas of the parks with native plantings, and planted tree and shrub species with an emphasis on diversity and climate resiliency. These projects also added new structures at pond inlets and outlets to capture trash, sediment, and oil from stormwater. Chemical use in parks has also been significantly reduced over the past decade as staff focus on establishing healthier turf that requires fewer treatments. Streetscape and park projects across the city have increased vegetation, including more tree planting, bee-friendly median designs, pollinator garden, and new flower beds. These efforts collectively strengthen Richfield's natural systems and enhance the ecological resilience of the community.

+ **Objective 1:** Establish land management standards and practices that lower inputs and maximize resilience.

- 1.1** Develop a land cover conversion plan that identifies City-owned underutilized turf and pavement that could be restored to natural habitat or beneficial vegetation.
- 1.2** Increase the amount of native species planted to provide habitat for pollinators and other wildlife.
- 1.3** Require the use of compost and/or biochar in landscaping to boost soil health, resilience, and increase water retention.
- 1.4** Increase invasive species removal in public and private areas.
- 1.5** Require more greenspace in streetscape design and construction projects.
- 1.6** Create and implement natural resource management plans for large greenspaces throughout the parks system.

+ **Objective 2:** Strengthen Richfield’s urban forest.

- 2.1** Using the boulevard tree inventory, identify vulnerable tree canopy and concentrate efforts to fill canopy gaps in boulevards.
- 2.2** Continue to protect mature trees through regular maintenance (*including water as needed during dry periods*), disease prevention, and tree-friendly urban planning and construction.
- 2.3** Conduct a land cover study in high urban heat areas to identify priority areas for increased tree canopy coverage, prairie restoration, and impervious surface reductions.
- 2.4** Continue to increase tree species diversity and communicate efforts to the public, especially providing informational materials to residents regarding tree selection and climate adaptive forestry.

+ **Objective 3:** Provide education and outreach on protecting natural resources.

- 3.1** Encourage and educate residents and businesses to convert lawns to landscapes with diverse, indigenous, and drought tolerant flora, including pollinator gardens.
- 3.2** Increase community education on invasive species identification and removal in alignment with Objective 1 Action 4.

+ **Objective 4:** Promote water conservation.

- 4.1** Develop in-person, print, and online water conservation education for community members.
- 4.2** Provide information to community members on natural landscaping techniques, including compost use and low water and drought-tolerant plant species.
- 4.3** Encourage high-efficiency irrigation systems with soil moisture sensors or programmable watering areas at businesses, faith organizations, and other institutions.

+ **Objective 5:** Improve stormwater management, preserving and enhancing wetlands, streams, lakes, and floodplain areas.

- 5.1** Educate residents who want to help restore and revegetate shoreline, consistent with the City’s shoreline management ordinance.
- 5.2** Develop a salt reduction education program for residents, businesses, and other organizations.
- 5.3** Promote citywide Adopt-A-Drain efforts to residents and businesses.
- 5.4** Make improvements to stormwater drainage systems and litter capture efforts concurrent with pond dredging or other stormwater projects in parks.



Goal 6 Reduce Waste Generated

Although waste makes up a relatively small share of Richfield's total GHG emissions (6%), reducing waste and fostering a circular economy remains an important strategy to minimize negative environmental and health impacts. Waste that ends up in landfills or is processed at the Hennepin County Energy Recovery Center (*HERC*) contributes to air and water pollution and increases pressure on waste storage capacity. Further, emissions from disposal only account for a small portion of the total climate impact of consumer goods. Upstream emissions that occur during resource extraction, manufacturing, and transportation of goods are much greater than those generated by disposal. Reducing upstream emissions can face significant barriers—language, household income, and other socioeconomic factors can make landfiling and incineration the easier choice.

Richfield produces slightly more household waste per year than other inner ring suburbs ([Figure 03.4](#)). There are several strategies that households and businesses can adopt to reduce waste and its associated emissions. The most effective approach to reduce waste is to decrease consumption, purchase durable goods, and reuse

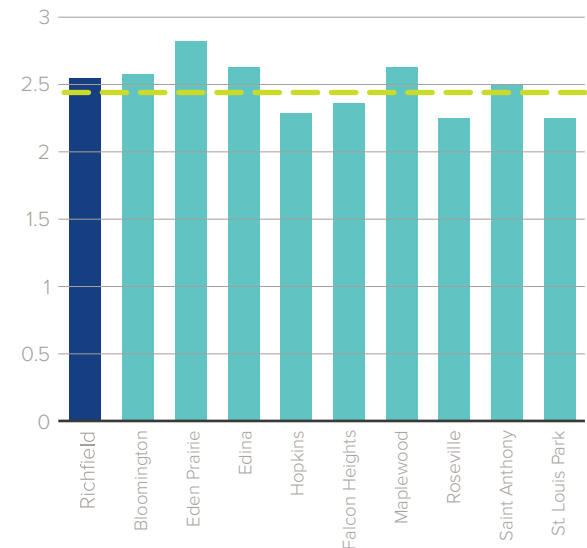
items whenever possible, supporting a circular economy. For items that need to be discarded, diversion strategies like recycling and organics recycling help to lower emissions, conserve resources and preserve landfill and incinerator capacity for materials that cannot be reused or recycled.

The City's waste reduction efforts have focused on municipal buildings systems, staff education, and household behavior and education. The City has expanded organics collection at municipal buildings, began hosting swap events, and organized residential collection in 2021 to improve hauler efficiencies. The City has partnered with Hennepin County and non-profits to offer free waste reduction and repair programs, connecting residents with environmentally preferable disposal options.

+ Objective 1: Create and share education on how to reduce waste.

- 1.1** Communicate with residents about events and businesses that promote waste reduction and reuse, such as thrift stores and the Richfield Fix-it Hub.

Figure 03.4 Tons of waste generated per household per year in the inner ring suburbs of the Twin Cities, Regional Indicators Initiative, 2024.



- 1.2** Develop educational materials that illustrate the impacts of waste generation and reduction behaviors and share sustainable purchasing tips.
- 1.3** Continue to host and expand citywide drop-off events to collect materials that cannot be recycled curbside (*electronics, household hazardous waste, bulky items, etc.*).
- 1.4** Continue to build a robust education and resource page on the City's website.



+ **Objective 2:** Emphasize and expand recycling and organics collection efforts.

- 2.1** Enforce city code and conduct an educational campaign to strengthen recycling in multi-unit housing and businesses.
- 2.2** Starting with large city events, require that all events held at city facilities (*including park shelters*) are low or zero waste, following published city guidelines.
- 2.3** Make compostable products available for sale for events that are held at city facilities.



+ **Objective 3:** Reduce waste generated by municipal staff and operations.

- 3.1** Update the Sustainable Purchasing Policy to include environmentally preferred local vendors and environmentally preferable state cooperative purchasing contracts; annually train relevant staff on best practices.
- 3.2** Develop and implement low waste guidelines for all internal staff events.
- 3.3** Improve all waste management disposal systems in municipal buildings and with the municipal Green Team, coordinate related education for all staff. Work with the Green Team to create a friendly department or building competition.

Goal 7 Improve Access to Local & Healthy Food

Access to healthy and affordable food is essential for ensuring that residents can maintain a nutritious diet. The food system in the United States is complex and often inequitable. Driven by profits and supply chains, heavily processed foods tend to be more affordable and accessible, while more local, fresher, and nutrient-rich options are more expensive and less attainable for many people. Limited access to grocery stores and lower household income levels contribute to food scarcity. As mentioned previously, there are seven census tracts in Richfield where the food security rates exceed the Hennepin County rate of 10.5%.

As grocery prices rise and agricultural systems are stressed by climatic changes, there will be greater emphasis on increasing locally grown food. There are many benefits that come from urban agriculture, community and backyard gardens, and other local food sources. For example, growing food locally can increase appreciation for the food and the growing process such that people may be less likely to waste it or throw it away (*Nova, 2020*). Locally grown food also reduces GHG emissions and supports other environmentally conscious habits through a stronger connection to land and water.

Richfield has a long history of organizations working to increase access to local and healthy food. Since 1990, the Richfield Farmers Market has operated from May to October, with the Winter Market annually spotlighting more local food vendors. There are several affordable grocery

stores in the community and organizations and initiatives like VEAP and Groceries to Go that further increase food access for residents across the city. Residents are allowed to keep fowl and bees per City Code, and community gardens are available in multiple locations around the city.

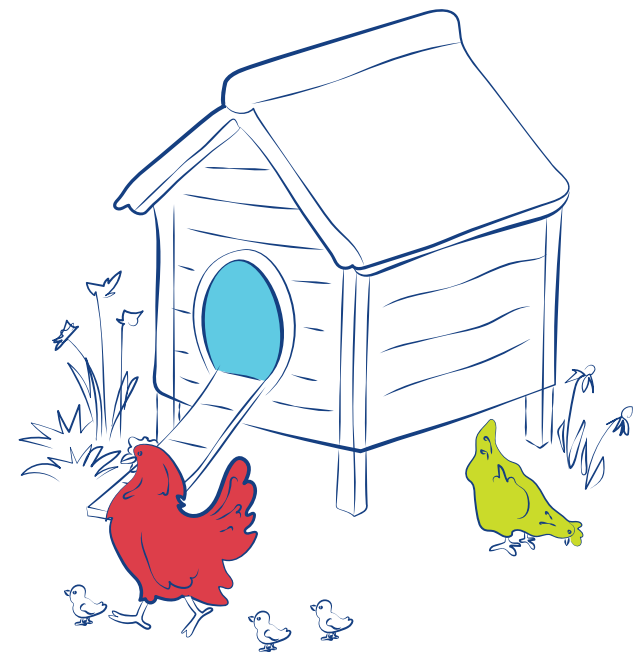
+ Objective 1: Increase the amount of healthy food grown by Richfield residents, shortening supply chain distance and strengthening the community's resilience.

- 1.1** Encourage edible landscapes and gardening on various types of properties.
- 1.2** Feature yards and properties that already demonstrate sustainable and edible landscapes in City outreach materials.
- 1.3** Encourage the creation of community gardens to fulfill the green space requirement for new developments.
- 1.4** Support urban agriculture skill development in Richfield residents through programs and sharing resources.

+ Objective 2: Ensure all residents have nearby access to purchasing and consuming healthy food.

- 2.1** Continue to support practices such as mobile food markets and the Richfield Farmers Market Food Hub to bring food closer to under-resourced consumers. Develop a multi-lingual list of local resources to share with residents.

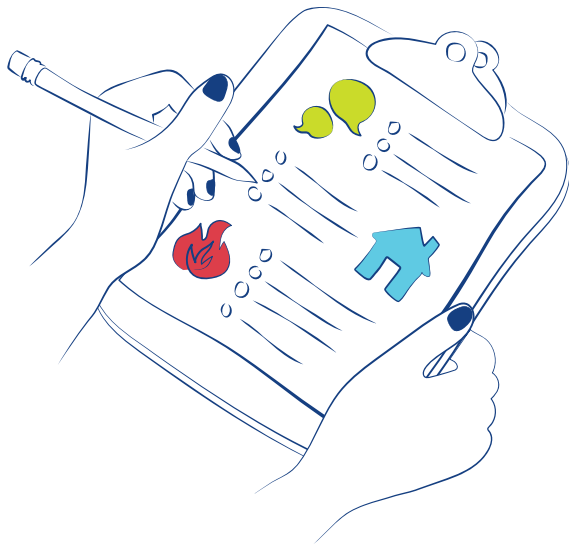
- 2.2** Explore partnership opportunities and continue efforts including the AGRI Urban Agriculture grant project to provide education and skill development for families around healthy food selection and preparation.
- 2.3** Promote Community Supported Agriculture programs through existing programs and partnerships.
- 2.4** Support improvements in Richfield farmers market infrastructure to future-proof against climate change effects and allow greater access to local food.



Goal 8 Build Resilience Through Emergency Preparedness & Public Health

As climate hazards increase in frequency and intensity, we must adapt our approach to emergency preparedness and public health. The City's Public Safety Department provides resources online to help residents and businesses prepare for a range of emergencies, including severe weather events. Residents can further strengthen community resilience by participating in training through the Richfield Community Emergency Response Team (*CERT*).

As climate-related risks grow, it is increasingly important for community members to be prepared for and able to respond to both shocks and ongoing stressors. Shocks include acute events such as high windstorms or tornadoes, heavy precipitation that causes flash flooding, and severe snowfall that can make travel unsafe or



impassable. Stressors, while often less visible, can pose serious threats to health and safety. For example, prolonged heatwaves reduce the body's ability to cool and recover, increasing the risk of heat exhaustion or heat stroke.

Certain populations are more vulnerable to these hazards, including older adults, individuals with pre-existing health conditions, children, lower-income households, and people with limited English proficiency. To reduce risks for these groups, the City can prioritize its Public Health outreach to ensure residents are aware of and can access resources necessary to maintain their health and safety. Richfield partners with the City of Bloomington to provide public health services to residents, offering broad range programs that support overall well-being. During emergencies, this public health partnership is a valuable asset for coordinating responses and addressing urgent community needs.

+ Objective 1: Ensure all residents are adequately equipped to prepare for and respond to climate hazards.

- 1.1** Integrate climate hazards into City emergency preparedness and response planning.
- 1.2** Expand community-based emergency training and preparedness, offering courses in multiple languages.

1.3 Identify and share which buildings can be used as cooling and heating spaces or emergency shelters during or after extreme weather events. Use this information to identify gaps in emergency shelter locations for future sites.

1.4 Share resources with residents and businesses about how to prepare for and respond to extreme weather events, including prolonged heat waves, poor air quality days, extreme storms, and heavy precipitation events.

- Utilize CivicSend and other alert systems to notify residents of severe weather events and the dangers of extreme heat and poor air quality.

+ Objective 2: Increase access to public health resources to reduce health-related vulnerabilities.

- 2.1** Partner with Bloomington Public Health to integrate climate-related health risks into public health programming.
- 2.2** Conduct culturally appropriate outreach and engagement to broaden the reach of public health resources, with a focus on vulnerable populations.
- 2.3** Partner with Bloomington Public Health to equip the Mobile Health Hub so that it can be utilized to respond to disaster events.

Goal 9 Strengthen Internal Capacity

This plan is not intended to be a standalone document. Effective implementation will require buy-in across City departments and support from leadership. Building strong internal capacity involves consideration of climate and sustainability actions in everyday decision-making, City policies, budgets, and events. To ensure the plan is implemented equitably, the City must prioritize the needs of our most vulnerable residents and ensure they have adequate resources and support to benefit from climate initiatives. This goal focuses on institutionalizing climate and sustainability action across City operations so that climate actions become routine and long-lasting.

+ **Objective 1:** Prioritize equity throughout the implementation of this plan.

- 1.1 Directly engage vulnerable communities and use multi-lingual resources and personnel to reduce barriers.
- 1.2 Provide training and tools for City staff to integrate equity and culturally appropriate considerations into outreach, project planning, and program delivery.

+ **Objective 2:** Institutionalize climate and sustainability into city policies, programs, and budget.

- 2.1 Review Citywide planning documents (e.g., *Strategic Plan*, [Comprehensive Plan](#)), policies, procurement processes, and budgets to identify opportunities to incorporate climate action.
- 2.2 Develop criteria for the City's budgeting, capital improvement planning, City events, and procurement processes that support emissions reductions and climate resilience.
- 2.3 Identify funding opportunities to support long-term implementation of climate and sustainability initiatives.
- 2.4 Celebrate and share success of plan implementation with community members.

+ **Objective 3:** Ensure City staff are aware of the climate action plan and actively integrate actions into their work.

- 3.1 Designate climate or sustainability liaisons within each department to participate in a Green Team that coordinates plan implementation.



- 3.2 Encourage department leaders to consider emissions reductions and climate risks, as relevant, to their respective operations and programs.
- 3.3 Recognize and celebrate successes and innovations across departments that advance initiatives included in this plan.



City Council Meeting 4/14/2026
Agenda Section: Other Business
Agenda Item: 12.a.

Report Prepared By:
Katie Rodriguez, City Manager

Department Director:
Katie Rodriguez, City Manager

Item for Consideration:
Consider confirmation of the appointment of Kate Croteau as Human Resources Director for the City of Richfield effective May 18, 2026.

EXECUTIVE SUMMARY

Staff conducted an external recruitment to fill the newly created Human Resources (HR) Director position beginning in January. We had three rounds of panel interviews, interviewing 10 candidates in the first round, 5 candidates in the second round and 3 candidates in the final round. Overall, the candidate pool was more experienced than past recruitments at the manager level, which was a goal of upgrading the position. The interview panels included directors and HR staff.

Ms. Croteau impressed in every interview, demonstrating the depth of her experience and thoughtful approach to leadership in her past roles. She has significant local government experience, having served in progressively more responsible HR positions for the past 13 years, including serving as HR Director. She has a BA in Public Administration and Political Science and a Masters in Public Administration. She had also thoroughly researched Richfield, and expressed a keen understanding of the organization and community.

Recruiting and retaining talent is critical to the City's success. Kate Croteau has demonstrated that she has the experience, skills and desire to build a strong human resources program to further these goals.

RECOMMENDED ACTION

By Motion: Confirm the appointment of Kate Croteau as the Human Resources Director for the City of Richfield.

HISTORICAL CONTEXT

The City Council approved the creation of the Human Resources Department in January 2026. The new department will be led by the HR Director and report directly to the City Manager. In addition, the Equity Coordinator position will move to Human Resources from the Executive Department. Since the equity program is internally focused, this allows for more seamless progress in many equity priorities that are focused on HR functions.

The human resources division and manager position were upgraded to better align with the demands of the function, which has grown in importance and complexity since 2020.

In addition, HR staff have had to respond to a sharp increase in demand for their services. Much of this increased challenge is due to external circumstances like adjusting to the pandemic, the tight labor market and new state and federal mandates.

EQUITABLE OR STRATEGIC CONSIDERATIONS OR IMPACTS

Appointing Kate Croteau as HR Director advances one of the 5 strategic priorities: High Quality Workforce. Ms. Croteau has the experience and skills to lead the human resources function. She had also reviewed the City's Strategic Plan and demonstrated her commitment to many of the priorities and desired outcomes during the interviews. We also discussed the importance of equity and included the Equity Coordinator in the second round panel. Moving the Coordinator role to the HR Department should further progress on enhancing and strengthening HR processes to foster and sustain an inclusive workplace.

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

According to Richfield City Charter Section 6.02 Powers and Duties of the City Manager, subsection 3, and under Richfield City Code Section 310.01 Subd. 3, Charter authority, appointment or removal of department heads shall be made final only upon a majority vote of the Council.

CRITICAL TIMING ISSUES

The HR Manager (now Director) role has been vacant since November, and it is important to fill it as soon as possible. It is difficult for existing staff to cover all the HR needs and the impact of any dip in services is felt citywide.

FINANCIAL IMPACT

The financial impact of hiring Ms. Croteau at the director level will not require an increase in the HR budget. There will be a small increase in the salaries line item and a reduction in the professional services line item.

LEGAL CONSIDERATIONS

According to Richfield's City Code, the City Council must approve the selection of the new Human Resources Director before they are appointed.

ALTERNATIVE RECOMMENDATION(S)

The Council can reject the candidate and direct the City Manager to undertake a new selection process.

ATTACHMENTS

None