

CITY MANAGER

RICHFIELD, MINNESOTA



Why Apply?

This is a great opportunity to lead an established, first-ring suburban Minneapolis community with a seasoned professional staff and a dedicated City Council in one of Minnesota's most culturally diverse and thriving cities. The retiring City Manager is leaving the organization in a strong financial position, with a solid, high-functioning department-head team, a positive and trusted organizational culture, and strong City Council/staff relations. Richfield has retained its small-town character in an urban setting, with thriving, diverse, safe, and highly engaged residents. Richfield is convenient to all major metro amenities, including the Minneapolis-Saint Paul International Airport and the Mall of America, and is served by excellent transportation systems. With its strong emphasis on residents and community, Richfield is truly an Urban Hometown.



WELCOME TO RICHFIELD

Located immediately south of Minneapolis, Richfield is a first-ring suburb that offers the convenience of a major metropolitan area with the character of an established neighborhood community. Home to 38,482 residents, Richfield covers just seven square miles adjacent to Minneapolis–Saint Paul International Airport and minutes from the Mall of America. Residents appreciate the city's exceptional location, welcoming neighborhoods, and the ability to enjoy big-city opportunities while maintaining a strong sense of community.

Originally named for the fertile farmland that once occupied the area, Richfield experienced tremendous growth after World War II as a popular home for returning war veterans and young families. Today, the community continues to evolve through thoughtful redevelopment while retaining its mature neighborhoods, tree-lined streets, and community character. Known as "The Urban Hometown," Richfield takes pride in being a welcoming and well-maintained community with locally owned restaurants, coffee shops, and neighborhood businesses that continue to grow alongside new housing and commercial projects. Richfield also celebrates its cultural diversity, with nearly 4 in 10 residents self-identifying as people of color, and almost 20% as Hispanic/Latino.

Richfield places a strong emphasis on parks and outdoor recreation, maintaining more than 460 acres of parks and open space, including the 150-acre Wood Lake Nature Center—Minnesota's first municipally operated nature center. Residents also enjoy athletic fields, an outdoor pool, ice arena, a vibrant farmers market, and family-friendly attractions such as mini golf at Veterans Memorial Park.

Richfield is also home to Best Buy's global headquarters, which employs more than 5,000 people and serves as a major corporate anchor. The city's central location also places residents within easy reach of many of the Twin Cities' largest employers, including Target, UnitedHealth Group, and other Fortune 500 companies.





THE CITY OF RICHFIELD

The City of Richfield is a full-service city serving a population of 38,482 across 7 square miles in Hennepin County, Minnesota. The City operates with a 2026 budget of \$105 million and a team of 245 FTEs across 9 departments: Administrative Services, Community Development, Executive, Finance, Fire, Human Resources, Public Safety, Public Works, and Recreation Services.



Incorporated in 1908, Richfield is a home-rule charter city operating under the Council-Manager form of government. The City Council consists of a Mayor and four Council Members serving four-year terms. The Mayor and one Council Member are elected at large, while the remaining three Council Members represent the City's three wards. The Council establishes policy, adopts the budget, and appoints a City Manager to oversee municipal operations and implement its direction. Mayor Mary Supple was elected Mayor in 2022 after serving on the City Council since 2019.

FTEs
245

BUDGET
\$105 million

AREA
7 square
miles

POPULATION
38,482

THE CITY MANAGER

Reporting to the City Council, the City Manager serves as the chief administrative officer and is responsible for the overall administration and management of municipal operations in accordance with Council policies and direction. The City Manager provides strategic leadership, advises the City Council on policy and operational matters, oversees the delivery of City services, manages organizational and financial resources, and fosters effective relationships with employees, residents, businesses, and community partners.

The City Manager is part of the Executive Department, which operates with a budget of \$1.3 million and 2.5 FTEs. Direct reports include the Assistant City Manager, Community Development Director, Finance Director, Fire Chief, Human Resources Director, Public Safety Director, Public Works Director, Recreation Services Director, and Senior Analyst.

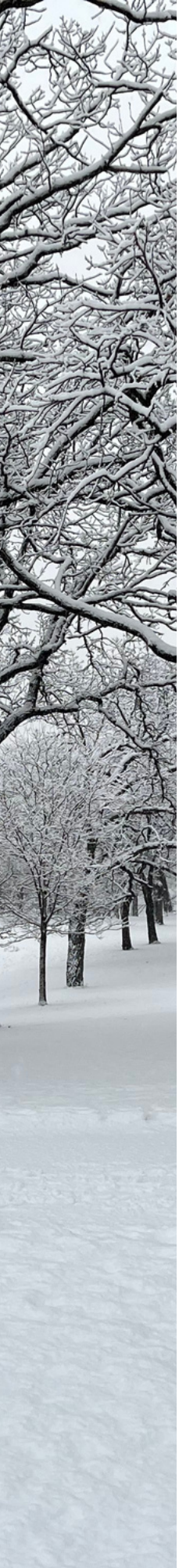
[View the job description at gmphr.com.](https://gmphr.com)



IDEAL CANDIDATE TRAITS



- Dedicated to the highest ideals of ethical public service; committed to transparency, accountability, professionalism, and unquestionable integrity.
- A collaborative and proactive management style with communication skills that are responsive to the public, City Council, and staff; actively listens and follows up to resolve issues; is approachable and accessible while seeking and respecting alternative perspectives.
- Values the cultural and ethnic diversity of the community and embraces diversity, equity, and inclusion in hiring practices.
- Strategic planning abilities that are pragmatic, visionary, and aligned with stated goals and objectives; able to implement plans with innovation, efficiency, and effectiveness.
- Budgeting and financial skills that reflect responsible fiscal management, balancing the economic realities of revenues and expenditures with the needs of the City Council and residents.
- Experienced with collective bargaining units and skilled in labor negotiations.
- Involved and accessible to the community, forging partnerships with civic groups and organizations.
- Skilled at crisis and emergency management and able to help the community recover from local discord and emergencies such as ICE's Operation Metro Surge, Covid-19, and other community-wide emergencies.
- Inspirational and team-focused leadership skills that foster partnerships and collaboration, drive issues toward results, and build consensus in a positive way—especially on difficult issues.
- Knowledge and experience forging intergovernmental relations with neighboring communities and other governmental entities such as school districts, counties, and special service districts; and proactive involvement in state legislative issues affecting the City.
- Understands and advocates appropriately for staff and organizational values and needs. Navigates City Council dynamics with consistency, professionalism, a positive attitude, and a resourceful approach, while balancing policy considerations between the Council and staff.



OPPORTUNITIES FOR LEADERSHIP

Sustaining Financial Stability

While current City finances are stable and healthy, anticipated revenue needs are expected to outpace future revenues, resulting in limitations in growth. As a fully built-out community that is primarily residential with comparatively little commercial or industrial property, only modest growth in property tax revenue is expected. Additional finance challenges include an abundance of modestly priced homes and limited opportunities for major development. The City will need to develop a revenue plan to address this issue and still maintain a lean operation.

Redevelopment and Housing

In response to the current housing shortages and affordability challenges, Richfield has supported continued redevelopment of aging neighborhoods with affordable housing. More than 1,000 medium- and high-density housing units have been added over the past 15 years. This effort is expected to accelerate in the future, and the new City Manager will be expected to help navigate this ongoing redevelopment.

Long-Range Planning for the Future

Richfield has developed several plans to position the community for better decision-making and continued development. Work on the next Comprehensive Plan has been initiated, and development of an updated four-year strategic plan will begin next year. The Essential Services Plan and Financial Management Plan have been developed to reassess delivery options for services and their respective financing. The City has also initiated a new Parks Master Plan for the next stage of park and open space preservation and development. Finally, the City has completed a Facility Assessment Study that identified approximately \$20 million in facility and infrastructure improvements. The new City Manager will be charged with leading the completion of these studies and developing an action plan for implementing them.

Current and Future Capital Projects

In 2024, Richfield voters overwhelmingly approved approximately \$80 million in referendum funding by a 2:1 margin, demonstrating support for parks, open space, and recreational amenities. As part of this referendum, upgrades and expansions to the Wood Lake Nature Center and Veterans Park will be largely completed by the time the new city manager starts. The City is in the initial planning process for an ambitious community center, with construction slated in the next few years. Finally, the City will need to either renovate and expand a fire station or replace it with a new facility.

Transportation Improvements and Environmental Sustainability

Richfield has been a regional leader in redesigning street corridors to encourage alternative transportation and environmental sustainability. More than 15 miles of City streets have been redesigned and reconstructed to improve safety, reduce traffic, increase bicycle lanes and pedestrian ways, expand greenspace, reduce vehicular speed limits and parking requirements, improve mass transit bus stops, and expand electric vehicle charging stations. This ambitious initiative is expected to continue to other neighborhoods with changes in mixed-use zoning to continue housing and commercial expansion as part of the ongoing redevelopment effort.

EDUCATION & EXPERIENCE

- Bachelor's degree in public administration, public policy, business administration, or a closely related field. Master's degree preferred.
- 5 to 7 years of progressively responsible executive or senior management experience as a City Manager, City Administrator, Assistant City Manager/Administrator, or department director in a similarly sized or larger full-service municipality.
- An equivalent combination of education and experience may be considered.

COMPENSATION & BENEFITS

The City of Richfield offers an annual salary range of \$187,296 to \$245,678, based on qualifications and experience, along with a comprehensive benefits package.



RESOURCES

[2026 Budget](#)

[Strategic Plan](#)

[Comprehensive Plan](#)

[Climate Action Plan](#)

[Organizational Chart](#)

[Visit Richfield](#)



**TO
APPLY**

Apply Online: gmphr.com

First Review: September 27, 2026

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