



City of Northfield

City Hall
801 Washington Street
Northfield, MN 55057
northfieldmn.gov

Meeting Minutes - Final City Council

Saturday, April 5, 2025

7:30 AM

2nd Floor Training

Strategic Plan Retreat

7:30 AM - CITY COUNCIL STRATEGIC PLAN RETREAT

CALL TO ORDER

Mayor Zweifel called the meeting to order at 7:57 a.m.

Present: 7 - Council Member Brad Ness, Council Member Kathleen Holmes, Council Member Davin Sokup, Council Member Jessica Peterson White, Council Member Chad Beumer, Council Member Peter Dahlen, and Mayor Erica Zweifel

Also present: Assistant to the City Administrator Risi Karim, Library Director Natalie Draper, Community Development Director Jake Reilly, IT Manager Kurt Wolf, City Administrator Ben Martig, Police Chief Jeff Schroeffer, Public Works Director/City Engineer David Bennett, Communications and Human Resources Director Michelle Mahowald, City Clerk Lynette Peterson and Strategic Planning Consultant, Craig Rapp, Rapp Consulting Group.

REGULAR AGENDA

1. [25-201](#) Strategic Plan Retreat.

Strategic Planning Consultant Craig Rapp introduced the item and gave an overview of the strategic planning process to include setting strategic direction and value proposition.

RECESS

Council recessed at 9:30 a.m. Council meeting resumed at 9:40 a.m.

1. [25-201](#) Strategic Plan Retreat.

Rapp continued strategic plan discussion to include data and SWOT analysis and identifying challenges.

RECESS

Council recessed at 11:26 a.m. Council meeting resumed at 11:36 p.m.

1. [25-201](#) Strategic Plan Retreat.

Rapp continued with information regarding setting strategic priorities and definitions.

RECESS

Council recessed for lunch at 12:20 p.m. Council meeting resumed at 12:50 p.m.

1. [25-201](#) Strategic Plan Retreat.

Rapp continued with small group work refining outcomes and targets. Small groups presented information to the full group.

EXTEND THE MEETING

A motion was made by Council Member Holmes, seconded by Council Member Peterson White, to extend the meeting until business is complete. The motion carried by the following vote:

Yes: 6 - C. Holmes, C. Sokup, C. Peterson White, C. Beumer, C. Dahlen, and Mayor Zweifel

No: 1 - C. Ness

1. [25-201](#) Strategic Plan Retreat.

Small group presentations continued. Rapp gave an overview of next steps in the process.

ADJOURN

A motion was made by Council Member Sokup, seconded by Council Member Ness, to adjourn the meeting at 4:08 p.m. The motion carried by the following vote:

Yes: 7 - C. Ness, C. Holmes, C. Sokup, C. Peterson White, C. Beumer, C. Dahlen, and Mayor Zweifel