



To: Honorable Mayor & City Council
From: City of Northfield Leadership Team:
Ben Martig, City Administrator
Deb Little, City Clerk
Michelle Mahowald, Communications & Human Resources Director
Brenda Angelstad, Finance Director
Chris Heineman, Community Planning & Development Director
Teresa Jensen, Director of Library & IT Services
Monte Nelson, Police Chief
Dave Bennett, Public Works Director/City Engineer

CC: All City Employees; City Attorney

Date: June 1, 2018

RE: City Administrator Update for June 5, 2018

Background

Northfield is an open, safe, and welcoming community, recognized for its world-class colleges and historic riverfront downtown, and is dedicated to sustainably enhancing and preserving its vibrant culture, celebrated arts, strong economy, and an excellent quality of life where all can thrive.

This memo is intended to provide a range of City operational reports from employee activity, project updates, community events, meetings and more. Additional information will be provided at the meeting by City Administrator Martig.

East Cannon River Trail Grand Opening

The East Cannon River Trail Grand Opening is on Saturday, June 2, 2018 at the Babcock Softball Field Parking Lot. The events start at 9 am, a ribbon cutting ceremony at 10:00 am and a bike ride/walk at 10:30 am. Please see attached flyer for additional details.

Community Events:

Community Events for June:

- First Friday Night Art Nights starts June 1, every first Friday through December – Sponsor: NDDC
- Riverwalk Market Fair starts June 2 – Sponsor: Riverwalk Market Fair
- Community Band starts June 7, every Thursday in June – Sponsor: Northfield Public Schools Community Services
- NAG Theater in the Park rehearsals start June 9, performances June 22-24 and 28-30 – Sponsor: Northfield Arts Guild
- Downtown Northfield Taste Tour – June 21 – Sponsor: NDDC
- Northfield Y Kids Tri – June 23 – Sponsor: Northfield Area Family YMCA

2018 Elections

The City of Northfield is seeking interested individuals to serve as election judges for the Primary Election on August 14, 2018 and the General Election on November 6, 2018. In addition to serving on Election Day, judges must complete required training that will be approximately two hours in length. Election judge applications are available on the Elections & Voter Information page of the City's website: <https://weblink.ci.northfield.mn.us/Forms/JudgeApplication>

Candidate Filing Update:

Candidate filing closes at 5:00 pm on Tuesday, June 5, 2018. To-date the following individuals have filed:

- Council Member At Large: Greg Colby & Clarice Grabau
- Council Member First Ward: Suzie Nakasian
- Council Member Fourth Ward: Jessica Peterson White

City ID Update

- On Monday, June 4 from 9-12 we will begin issuing City ID cards to applicants who live within the Northfield city boundaries.
- City IT staff worked with library staff to create a template for the application form and for the design of the ID card; they also created a database for the City ID initiative. They also were instrumental in creating, with library staff, the workflow for a successful initiative.
- Library and HR/Communication staff have been trained, volunteers enlisted to help applicants, and a small PR campaign including photos and a statement from applicants about why they are getting a City ID will be launched shortly.
- First National and Community Resource banks are providing information to each applicant about using the City ID for bank transactions, which will be handed out with each applications.
- Up-to-date information is available on the library's web page for the City ID at www.mynpl.org/CityID
- The City Communications department will be coordinating a PR campaign for the City ID; for the first week we are starting with a "soft" opening in case there are glitches to iron out.

RESIDENT IDENTIFICATION CARD

City Of
Northfield



LEGAL NAME
FIRST MIDDLE LAST

PREFERRED NAME
SAMPLE SAMPLE SAMPLE

801 WASHINGTON STREET
NORTHFIELD, MN 55057

DOB: 01/01/1970 GEN: M

10000000

EXP: 01/19/2038





East Cannon River Trail

Grand Opening

June 2, 2018

Babcock Softball Field Parking Lot on Babcock Lane

9:00: Activities for all ages hosted by the YMCA, Community Ed and 50-North

10:00: Mayors from Northfield and Dundas will speak before officially opening ECRT

10:30: Ride your bicycle or walk down the trail to the newly built shelter where refreshments will be served

Ribbon Cutting Ceremony at 10:00 a.m.