



City of Northfield

City Hall
801 Washington Street
Northfield, MN 55057
ci.northfield.mn.us

Meeting Agenda City Council

Tuesday, December 3, 2019

6:00 PM

Council Chambers

6:00 PM - REGULAR AGENDA CALL TO ORDER

Mayor: Pownell

Councilmembers: DeLong, Grabau, Nakasian, Ness, Peterson White, Zweifel

APPROVAL OF AGENDA

APPROVAL OF MINUTES

1. [19-1219](#) November 12, 2019 City Council Work Session Meeting Minutes.

Attachments: [1- 11-12-2019 Meeting Minutes](#)

2. [19-1220](#) November 19, 2019 City Council Meeting Minutes

Attachments: [11 19 2019 City Council Meeting Minutes](#)

PRESENTATIONS

3. [19-1221](#) Presentation on Youth First Activities

Attachments: [1 - Youth First Annual Report - 2019](#)
[2 - Motion M2019-009 2019-2021](#)

CONSENT AGENDA

Agenda items below are approved by one motion unless a Council member requests separate action. All items approved by majority vote unless noted

4. [Res. 2019-123](#) Consider Adopting Schedule for 2020 City Council Meetings.

Attachments: [1 - Council meeting schedule resolution](#)
[2 - 2020 council meeting schedule](#)

5. [19-1222](#) Approval Mayoral appointments to the FiftyNorth Phase 2 Planning Team.

6. [19-1223](#) Consider Approving Disbursements totaling \$1,485,366.64

Attachments: [1 - Disbursements](#)
[2 - Disbursements](#)

7. [19-1224](#) Consider approval of Tobacco License Renewals.
- Attachments:** [1 - Tobacco license list 2020 license approval](#)
 [2 - Hyperlink City Code Tobacco](#)
 [3 - Hyperlink to Sec. 50-89 Drug Paraphernalia](#)
8. [19-1225](#) Consider Approval of Extension of and Fourth Amendment to Northfield Community Resource Center Management Services (NCRC) Agreement.
- Attachments:** [1 - Extension and Fourth Amendment of NCRC agreement v.1 111919](#)
 [2 - NCRC Agr. Ext. 3 Motion M2018-143](#)
9. [Res. 2019-124](#) Approval of a Resolution for the Lot Consolidation of 112 5th Street East, 116 5th Street East and 510 Washington Street South.
- Attachments:** [1 - Resolution](#)
 [2 - Exhibit A - Fifth Street Lofts Final Plat](#)

OPEN PUBLIC COMMENTS

Persons may take one opportunity to address the Council for two (2) minutes (not including interpreter's time) on any topic, even if on the agenda, with the condition that they may not speak on the same item later in the meeting. No notification of the Mayor is required. However, speakers are asked to complete a sign up card. Persons wanting a response to a question must submit the question in writing to the recording secretary. Questions must include name and information on how to contact. Comments may also be made electronically until 12:00 noon on the day of the meeting through the eComment (electronic comment) system.

PUBLIC HEARINGS AND RELATED ACTION

The public will have the opportunity to speak for or against the issue for a maximum of two (2) minutes (not including interpreter's time) per item. The Chair will recognize speaker at podium and conversation will be between Chair and speaker. Persons must give their name, address, and if representing a business, must give the name of the business or corporation. If an attorney or consultant is representing a client, the client must be identified for the record. Citizens who have material to be handed out shall provide a minimum of 12 copies of the material to the City Administrator. The City Administrator will then pass the information to the appropriate people.

10. [19-1226](#) Public Hearing for Ordinance Vacating Sanitary Sewer Easement in Lots 3 and 4, Block 48 of Original Town.
- Attachments:** [1 - Public Hearing Notice](#)
 [2 - Public Hearing Mailing](#)
11. [Ord. 1008](#) Consider Ordinance Vacating Sanitary Sewer Easement in Lots 3 and 4, Block 48 of Original Town.
- Attachments:** [1 - Ordinance](#)
 [2 - Location Map](#)

12. [19-1227](#) Public Hearing - Improvement Hearing - 2020 Mill and Overlay Project.

Attachments: [1 - Improvement Hearing Notice](#)
[2 - Project Process](#)
[3 - Project Location Map](#)
[4 - Hyperlink to Feasibility Report](#)
[5 - Bumpout Guidelines Memo](#)
[6 - Planned Walking & Biking Nextwork Map](#)
[7 - 2020 Mill & Overlay-Improvement Hearing Presentation](#)

13. [19-1228](#) Public Hearing on the 2020 Budget and Tax Levy.

Attachments: [1- 2020 Budget Update 12.3.19](#)

14. [Res. 2019-125](#) Consider Adopting the 2019/Payable 2020 HRA Tax Levy.

Attachments: [1 - Res 2019 for 2020 HRA levy](#)
[2 - 2020 HRA Budget Proposal-Incode Report](#)

15. [Res. 2019-126](#) Consider Adopting the 2019/ Payable 2020 EDA Tax Levy.

Attachments: [1 - Res 2019 for 2020 EDA levy](#)
[2 - 2020 EDA Revenues 290 292 Budget](#)
[3 - 2020 EDA Expenditures 290 292 Budget](#)

16. [Res. 2019-127](#) Consider Adopting the 2019 / Payable 2020 Tax Levy.

Attachments: [1 - Res 2019 Adopt 2020 City Levy 9.4%](#)

17. [Res. 2019-128](#) Consider Adopting the 2020-2024 Capital Improvement Plan (CIP).

Attachments: [1 - Res 2019 Adopt 2020-2024 CIP](#)
[2 - 12-3-19 Final 2020-2024 CIP](#)
[3 - 2020-2024 CIP Street Map](#)

18. [Res. 2019-129](#) Consider Approving the 2020-2024 Capital Equipment Plan (CEP).

Attachments: [1 - Res 2019 Adopt 2020-2024 CEP](#)
[2 -12-3-19 Final 2020-2024 CEP](#)

19. [Res. 2019-130](#) Consider Adopting the Final 2020 Budget.

Attachments: [1 - Res 2019 Adopt 2020 Budget](#)

REGULAR AGENDA

Persons that wish to speak on a regular agenda item must provide name and address by completing & submitting a sign up card. Persons may also use the electronic register to speak option on the City's website or contact the City Clerk no later than 12:00 noon on the day of the meeting. Persons may also provide comments through the eComment (electronic comment) system no later than 12:00 noon on the day of the meeting. The Mayor will call up individuals to speak, based on preregistration and cards submitted, after the staff report on an item. Please be respectful of the public's and the Council's time. Members of the public wishing to speak must adhere to the following guidelines:

- Speak only once for no more than two minutes (not including interpreter's time) on the topic unless the speaker is addressed by the Council;
- Identify your relationship to the topic;
- Have a spokesperson or two for your group to present your comments;
- Persons wanting a response to a question must submit the question in writing to the City Clerk, including name and how you would like to be contacted.

20. [19-1229](#) Consider motion to approve grant application to the McKnight Foundation to support staff capacity for Climate Action Plan implementation.

Attachments: [1 - McKnight Foundation Climate & Energy Hyperlink](#)
[2- Grants Policy \(6.10 M2019-121\)](#)
[3 - City of Northfield Climate Action Hyperlink](#)
[4- DRAFT McKnight Foundation Full Proposal Dec2019](#)

21. [19-1230](#) Strategic Plan Targets Discussion.

Attachments: [1 - Strategic Plan revisions Summary 112519](#)

ADMINISTRATORS UPDATE

22. [19-1231](#) City Administrator's Update.

Attachments: [upcoming agenda items list](#)

REPORTS FROM THE MAYOR AND COUNCILMEMBERS

ADJOURN

Note: The City Council may take a five minute break during the meeting. All regular City Council meetings end at 9:00 pm unless a simple (4/7) majority of the City Council vote to extend the time.

SPECIAL NEEDS: If you require special services to attend or participate in a public meeting, please call the City's Administration Office at (507) 645-3001 or e-mail Deb Little, City Clerk, at deb.little@ci.northfield.mn.us. TDD users can call (507) 645-3030. Please call at least 24 hours before the meeting, if possible.