

City of Northfield

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



Meeting Agenda

Tuesday, May 19, 2026

6:00 PM

Council Chambers

City Council

6:00 PM - CITY COUNCIL MEETING AGENDA

CALL TO ORDER

Mayor: Zweifel

Councilmembers: Beumer, Dahlen, Holmes, Ness, Peterson White, Sokup

OPEN PUBLIC COMMENT

Open Public Comment is intended to receive public comment on matters of City business and/or topics under the jurisdiction of the City Council. Individuals who would like to have a question addressed may write their question on the back of the comment card and an appropriate person will follow up with them at another time. If the topic relates to an item later in the agenda individuals may speak at this time if that is their preference. However, they will be unable to comment again later on the same agenda item.

Individuals who pre-registered may take one opportunity to address the Council for up to two (2) minutes. After all individuals on the sign-up list have spoken, other individuals may speak if time permits. Open Public Comment will conclude by 6:20 p.m.

APPROVAL OF AGENDA

PRESENTATIONS

1. [26-255](#) Recognition of service for our graduating Northfield High School Seniors and youth coming off Boards and Commissions.
2. [26-256](#) Friends of Downtown Northfield Annual Presentation

Attachments: [1 - Annual Report Friends of Downtown Northfield](#)
[2 - Main Street Policy \(8.05\)](#)
[3 - 2024 Downtown Stats Northfield](#)
[4 - 2025 Downtown Stats Northfield](#)

CONSENT AGENDA

The proposed consent agenda is included on the agenda and shown on the screens in the Council Chambers. The purpose of a consent agenda is to allow for routine motions, resolutions, ordinances, and items previously discussed with consensus made, to be passed with one motion. These items are still important and necessary considerations and full background memo and materials have been prepared and are publicly available on the website and in the Council Chambers. City Council Members have had the opportunity to ask questions for clarification of consent agenda items in advance of the meeting and have had the opportunity to request an item be moved to the regular agenda for further discussion.

3. [26-257](#) Consider Approval of May 4, 2026 City Council Closed Meeting Minutes.

Attachments: [1 - 05-04-2026 Closed Meeting Minutes](#)

4. [26-258](#) Consider Approval of May 5, 2026 City Council Meeting Minutes.

Attachments: [1 - 05-05-2026 Council Meeting Minutes](#)

5. [26-259](#) Consider Approval of May 12, 2026 City Council Work Session Minutes.
Attachments: [1 - 05-12-2026 Council Work Session Minutes](#)
6. [26-260](#) Consider Approving Disbursements totaling \$1,240,835.64
Attachments: [1 - Disbursements](#)
 [2 - Disbursements](#)
7. [Res. 2026-051](#) Consider Resolution Declaring June as Pride Month in the City of Northfield.
Attachments: [1 - 2026 Pride month resolution](#)
8. [26-261](#) Consider Approval of Mayoral Board and Commission Appointments.
Attachments: [1 - Jess Toft 12_12_2025_Redacted](#)
9. [Ord. 1093](#) Consideration of First Reading of Ordinance No. 1093 Amending Section 2-66
 of City Code Relating to 2027 and 2028 Mayor and City Council
 Compensation.
Attachments: [1 - Ordinance 1093 Council Salaries](#)
 [2 - Ordinance 1062 Council Salaries](#)
10. [26-262](#) Consider Approving Application for the MN Department of Commerce
 Microgrid at Community Lifeline Facilities Grant Program
Attachments: [1 - Application Submitted 101625](#)
11. [26-263](#) Consider Approving Application for the Minnesota Pollution Control Agency
 Climate Action Planning Grant Program
Attachments: [1 - FY26_LCA_Planning_Grants_Application](#)
12. [26-264](#) City Administrator Biannual Update Summary of Grants Report per the City
 Council Grants Policy.
Attachments: [1 - Grant List](#)
 [2 - 4.11 Grant Management Policy](#)
13. [26-265](#) Review and Approval of Amended 4.11 Grant Management Policy.
Attachments: [1 - Resolution 4.11 Grant Management Policy](#)
 [2 - 4.11 Grant Management Policy CLEAN](#)
 [3 - 4.11 Grant Management Policy REDLINE](#)

14. [Res. 2026-052](#) Consideration of a Resolution for the approval of the cannabis retail registration application for Black Bear Wellness MN LLC to operate a cannabis retailer business with an adult-use cannabis retailer endorsement at 680 Professional Drive.
- Attachments:** [1 - Res. Cannabis Retail Registration Black Bear Wellness](#)
[2 - City Code Chapter 30 - Cannabis Retail Business Registration](#)
[3 - Ord. 1083 Amending Chapter 30 - Cannabis Retail](#)
15. [26-266](#) Consideration of Authorization to Initiate a Request for Proposals (RFP) for the Wastewater Treatment Plant Pretreatment, Primary and Generator Project.
- Attachments:** [1 - 2026 WWTP Pretreatment, Primary and Generator RFP](#)
16. [Res. 2026-053](#) Consider Resolution Approving Plans and Spec and Ordering Advertisement for Bid for Northwest Area Water Tower Site.
- Attachments:** [1 - Resolution Approving Plans and Specs, Order Ad for Bid Water Tower Site Project](#)
[2 - Construction Plans; Grading, Water Main, Access Road hyperlink](#)
[2 - Project Page Hyperlink](#)
17. [Res. 2026-054](#) Consider Accepting Bids and Awarding Contract - TH 3 Streetlight Replacement Project Phase II.
- Attachments:** [1 - Resolution Accepting Bids and Awarding Contract.docx](#)
[2 - bid t2 - Bid Tab Northfield TH 3 Lighting Improvements Ph II.pdf](#)
[3 - Project Process STRT2026-A92 TH 3 Street Light Replacement Project Phase II.pdf](#)

PUBLIC HEARINGS AND RELATED ACTION

The public will have an opportunity to address the City Council on any public hearings. Individuals who pre-registered may take one opportunity to address the Council for up to two (2) minutes. After all individuals on the sign-up list have spoken, other individuals may speak. Persons must give their name and 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.

The intent of the public hearing is to receive information from the public. Individuals who would like to have a question addressed may write their question on the back of the comment card and an appropriate person will follow up with them at another time.

18. [26-267](#) Public hearing regarding the Development Program for the Master Development District and for the Tax Increment Financing (TIF) plan for the Harvest Hills TIF District

Attachments: [1 - TIF Policy](#)
[2 - Business Subsidy Policy](#)
[3 - Sustainable Building Policy](#)
[4 - TIF Plan Harvest Hills](#)
[5 - Presentation](#)

19. [Res. 2026-055](#) Consideration of a resolution modifying the Master Development District and the establishment of the Harvest Hills Tax Increment Financing District

Attachments: [1 - Northfield Harvest Hills TIF RESOLUTION APPROVING TIF PLAN \(PC Motion\)](#)

REPORTS FROM THE MAYOR AND COUNCILMEMBERS

20. [26-268](#) Reports From the Mayor and Council Members.

Attachments: [1 - Council Update - NH+C Jefferson Road Clinic Update -](#)

REGULAR AGENDA

The public will have an opportunity to address the City Council on the following regular agenda items. Individuals who pre-registered may take one opportunity to address the Council for up to two (2) minutes. After all individuals on the sign-up list have spoken, other individuals may speak. Persons must give their name and 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.

The intent of the public comment is to receive information from the public. Individuals who would like to have a question addressed may write their question on the back of the comment card and an appropriate person will follow up with them at another time.

21. [26-269](#) 2026 Community Survey Report and Presentation

Attachments: [1 - Northfield Community Survey Presentation \(2026\)](#)
[2 - Northfield MN 2026 Survey Report](#)
[3 - Northfield MN 2026 Survey Maps](#)
[4 - Northfield MN 2026 Survey Non-Random Data](#)
[5 - Northfield MN 2026 Survey Q25 Comments](#)

ADMINISTRATORS UPDATE

22. [26-270](#) City Administrator's Update.

Attachments: [1 - Upcoming Council Agenda Items \(05-14-26\)](#)

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 Lynette Peterson, City Clerk, at lynette.peterson@northfieldmn.gov. TDD users can call (507) 645-3030. Please call at least 24 hours before the meeting, if possible.



Legislation Text

File #: 26-255, **Version:** 1

City Council Meeting Date: May 19, 2026

To: Mayor and City Council
City Administrator Martig

From: Risi Karim, Assistant City Administrator

Recognition of service for our graduating Northfield High School Seniors and youth coming off Boards and Commissions.

Action Requested:

Mayor Zweifel will present certificates to graduating Youth on Board seniors, and those choosing not to continue with the program, in recognition of their service on boards and commissions. After the presentation, City Council members and students will pose for a photo in front of the dais.

Summary Report:

The Mayor's Youth Council was formed in 2006. At that time, the community was just beginning to have conversations around how to ensure youth voice in civic affairs. The City Council took the initiative to form an Advisory Council that was made up entirely of youth. At that time, the Council was made up of 13 to 15 high school students. That model stayed in place until the spring of 2015 when the City again decided to take a leading role in giving youth a voice in the community and led the expansion of the program.

The desire to give youth a voice is grounded in the belief that youth play a critical role in the vitality of our community and that by allowing them to take part in public debate they help shape the world in which they would want to live and raise their families in. It is an investment in both the present and the future of the community.

Healthy Community Initiatives (HCI) is the "backbone" of the program. HCI has a dedicated staff member that is responsible for acting as the touch point for all youth serving on these various boards, as well as the adults that are working with them. HCI coordinates the application process, the meetings, and the youth reflection on the value and benefit of the program.

The following Northfield High School students will be recognized for their service on boards and commissions:

Graduating seniors on City Boards & Commissions:

<u>Name</u>	<u>Board</u>
Pablo Torres Bermudez	Economic Development Authority
Sam Froehle	Human Rights Commission
Tara Alainz	Library Board
Henry Keane	Youth Substance Prevention Alliance Task Force

Nicholas Livingston	Mayor's Youth Council
Alex Salinas	Mayor's Youth Council
Osiris Perez Dorantes	Mayor's Youth Council
Evie Bauer	Mayor's Youth Council
Charles Murphy	Mayor's Youth Council
Martin Waddell	Mayor's Youth Council
Ian Bartlett	Mayor's Youth Council

Underclassman not continuing in the program on City Boards & Commissions

<u>Name</u>	<u>Board</u>
Owen Jacobi	Mayor's Youth Council
Alaia Douah	Library Board

Graduating seniors on non-city Boards & Commissions:

<u>Name</u>	<u>Board</u>
Malcolm Westlund	District Youth Council
Britta Jaranson	District Youth Council
Audrey Gilbertson	District Youth Council
Camila Gaspar Benitez	District Youth Council
Delphine Hawkins	District Youth Council
Atticus Mayer	District Youth Council
Yuan Ou	District Youth Council
Michelle Rodriguez Vazquez	District Youth Council
Emerson Carlson	Northfield Arts Guild
Brianna Velazquez Sanchez	Healthy Community Initiative
Megan Carlson	Healthy Community Initiative
Paige Raleigh	Women In Northfield Giving Support
Rae Musicant	Historical Society
Bailey Parish	Beyond the Yellow Ribbon
Fletcher Aylin	Friends of the Library
Theodore Murphy	Chamber of Commerce
Stephanie Hernandez	Northfield Community Education Advisory Council
Odin Bowen	Clean River Partners
Khyla Theiling	Friends of Downtown

Underclassman not continuing in the program on non-city Boards & Commissions

<u>Name</u>	<u>Board</u>
Eleanor Groll	Clean River Partners
Aya Haidar	District Youth Council
Lucy Gorden Mercer	Beyond the Yellow Ribbon
Hennessy Momberg	Friends of Downtown
Kat Neuger	Northfield SHARES

Alternative Options:

N/A

Financial Impacts:

N/A

Tentative Timelines:

N/A



Legislation Text

File #: 26-256, **Version:** 1

City Council Meeting Date: May 19, 2026

To: Mayor and Members of Council
City Administrator

From: Emery John, Program Associate

Friends of Downtown Northfield Annual Presentation

Action Requested:

N/A

Summary Report:

As adopted in October 2022, the Main Street Policy specifies an annual presentation to City Council. Joshua Zimmerman, Board President, and Logan Wells, Treasurer, will present on the 2025 board accomplishments. The Friends are supported by Community Development program associate, Emery John.

Council received a presentation in October 2024 on 2023 accomplishments. This presentation will focus on 2025 accomplishments. The attached reporting statistics include information from the 2024 year. For the sake of relevance and timeliness, this presentation will focus on 2025.

City Plans & Policies Relevance:

Main Street Policy, adopted 2022 (see attached)

Alternative Options:

N/A

Financial Impacts:

N/A

Tentative Timelines:

June 18 - Third Thursday!

July 16 - Third Thursday!

August 18 - Third Thursday!

September 17 - Third Thursday!

Friends of Downtown Northfield 2026 Annual Report

Northfield City Council - May 19th, 2026



Friends of
Downtown
Northfield

Overview



Friends of
**Downtown
Northfield**

- Building & Business Owners, Downtown Residents, Institutions, and area residents.
- Founded in 1999 at the Northfield Downtown Development Corp. Transitioned to the Friends in 2021.
- Follows the Main Street America Approach.

Organizations represented on the FODN Board in the last year:



Carleton



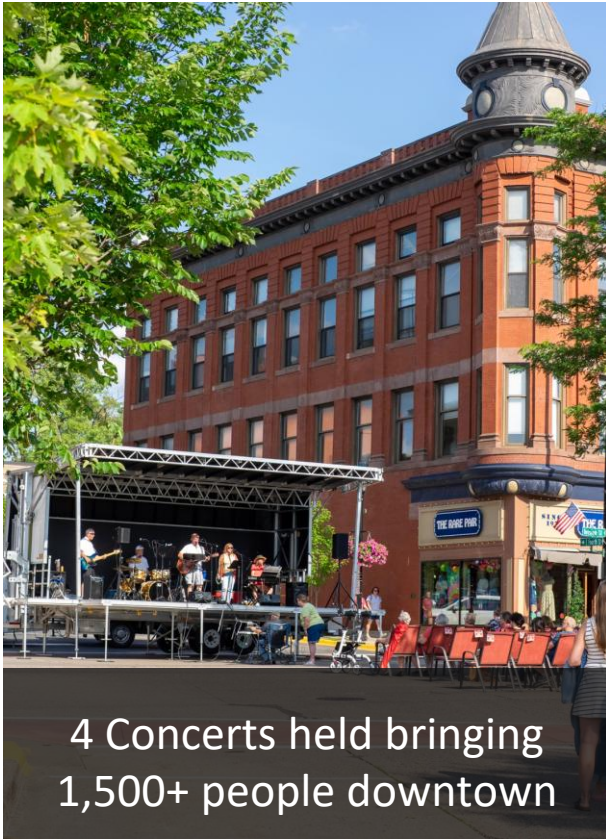
FINE FETTLE
D HEALTH GOOD SPIRITS



2025 Activities - Third Thursdays



Friends of
**Downtown
Northfield**



4 Concerts held bringing
1,500+ people downtown



2025 Activities - Merry Microgrants



Friends of
Downtown
Northfield



In The Dog House; The 2025 Window Display Contest Winner



2025 Activities - Special Services District

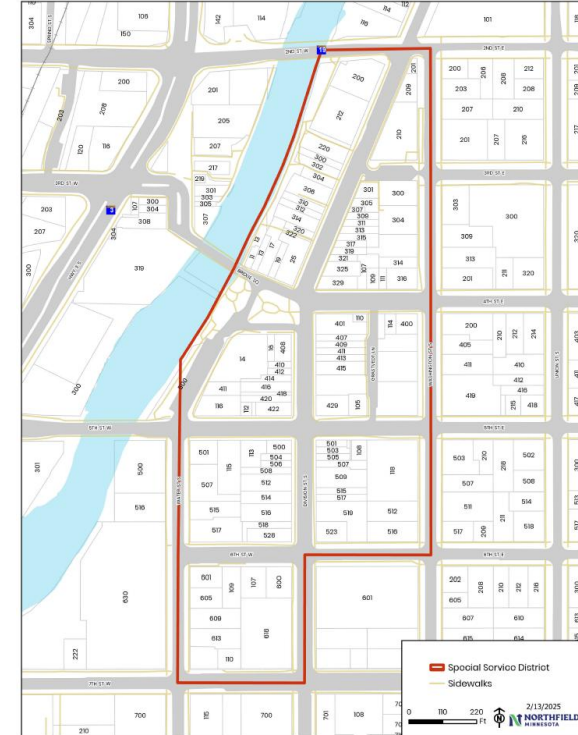


Friends of
Downtown
Northfield

CITY OF NORTHFIELD, MN CITY COUNCIL RESOLUTION 2025-089

RESOLUTION DECLARING ADEQUACY OF PETITION AND SETTING A PUBLIC HEARING TO CONSIDER THE ESTABLISHMENT OF SPECIAL SERVICE DISTRICT NO. 1

- WHEREAS, pursuant to Minnesota Statutes, Sections 428A.01–428A.10, the City is authorized to establish special service districts within its corporate limits; and
- WHEREAS, on August 25, 2025, owners of real property subject to service charges within the proposed Special Service District No. 1 filed with the City Clerk a petition requesting that the City Council set a public hearing to consider the establishment of such a district (the “Petition”) for coordinated snow and trash removal within the proposed district; and
- WHEREAS, a map showing the proposed boundaries of Special Service District No. 1 is attached hereto as Exhibit A; and
- WHEREAS, a copy of the Petition is attached hereto as Exhibit B; and
- WHEREAS, the City Clerk has reviewed the Petition and determined that it complies with the requirements of Minnesota Statutes, Section 428A.08, in that it is signed by owners of at least 25 percent of the land area and 25 percent of the net tax capacity of property proposed to be included in the proposed district; and
- WHEREAS, Minnesota Statutes, Section 428A.02 requires the City Council to conduct a public hearing on the proposed district, preceded by mailed and published notice as provided by law.



The original proposed district 15

2026 Plan & Activities



Friends of
Downtown
Northfield

- **Thursday Night Promotions** - promoting later hours of businesses.
- **Pride Flags** - For the streetlights in June.
- **100 Conversations** - Deepening connections with downtown stakeholders.
- **Expanded Fundraising Operations** - setting us up for long-term success.

Third Thursday Street Dance

Bridge Square, Downtown Northfield • 5pm - 8pm

June 18th



Northfield
Community Band
& The Main Thing

July 16th



Jivin Ivan & The Kings
of Swing

August 20th



Los Rebeldes

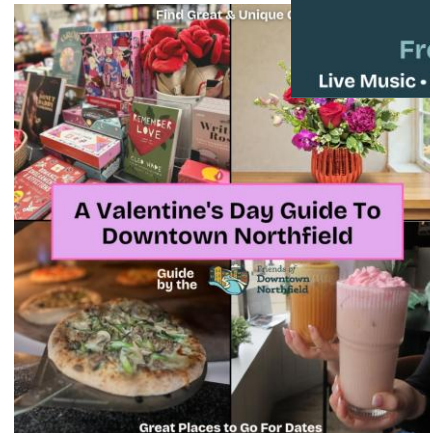
September 17th

To Be Announced

Organized by:

Free Fun For All Ages!

Live Music • Street Dance • Deals • Food & Drinks



The City & Friends of Downtown



Friends of
Downtown
Northfield

- **Thank you** - Continued support of our Main Street Program.
- **Continued Partnerships** - We are interested in expanding partnerships with staff, Council, & EDA.
- You're Invited to **Third Thursdays**, June-September!



Thank you!



Friends of
**Downtown
Northfield**

Find Us Online:

Downtownnorthfield.org

Facebook - Downtown Northfield MN

Instagram - DowntownNorthfieldMN

Accredited by:





8.05 MAIN STREET POLICY COMMUNITY DEVELOPMENT

Enabling Legislation: M2022-125

Date Adopted: 10/04/22

Revised: 05/21/24

PURPOSE

The goal of this policy is to coordinate the administration of Northfield’s Main Street accreditation program with the Friends of Downtown Northfield (an assumed business name of the Northfield Downtown Development Corporation). The Friends of Downtown Northfield (“FODN”) became a Main Street designated program in 2018 and achieved national accreditation in 2021. In 2022, the City of Northfield (“City”) restructured its relationship with FODN and took on additional responsibility in administering the local main street program in collaboration with FODN.

The City’s vision is, “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.” FODN’s mission is, “It is the mission of the Friends of Downtown Northfield to ensure a vibrant and vital downtown by amplifying the voice of downtown business owners, building owners and other stakeholders.” Together, both the City and FODN have a mutual mission of maintaining Main Street accreditation and to utilize the proven Main Street Four-Point Approach® to organize for success, improve the design of and promote the historic district, and enhance the economic base of the local district.

The objective of this Main Street policy is for the City and FODN to collaboratively advance shared prosperity, create a resilient economy, and improve quality of life through place-based economic development and community preservation in downtown Northfield. Both the City and FODN have a shared interest in advancing the downtown and to take on shared responsibility.

DEFINITIONS

For the purposes of this policy, the following words and phrases shall have the following meanings:

1. “Downtown Northfield” is defined as the Downtown (C-1) Zoning District.

8.05 MAIN STREET POLICY COMMUNITY DEVELOPMENT

Enabling Legislation: M2022-125

Date Adopted: 10/04/22

Revised: 05/21/24

2. “FODN” stands for Friends of Downtown Northfield, also known as the Northfield Downtown Development Corporation, a 501(c)(3) nonprofit organization.
3. “Rethos” is a 501(c)(3) nonprofit that is designated by the National Main Street Center, Inc. as Minnesota Main Streets’ coordinating program.

MAIN STREET PROGRAM BACKGROUND

Main Street America (“Main Street”) is a program of the nonprofit National Main Street Center, Inc., a subsidiary of the National Trust for Historic Preservation. Rethos, formerly the Preservation Alliance of Minnesota, is a 501(c)(3) nonprofit corporation and is a Main Street America™ Coordinating Program.

The Main Street Approach is centered around Transformation Strategies. A Transformation Strategy articulates a focused, deliberate path to revitalizing or strengthening a downtown or commercial district’s economy. A program’s work on Transformation Strategies should be organized around the Four Points: Economic Vitality, Design, Promotion, and Organization. A revitalization program’s work – and its Transformation Strategies – need to be informed by a solid understanding of local and regional market data, and sustained and inclusive community engagement.¹

The Main Street America Four Points are described as follows:

- *Economic Vitality* focuses on capital, incentives, and other economic and financial tools to assist new and existing businesses, catalyze property development, and create a supportive environment for entrepreneurs and innovators that drive local economies.
- *Design* supports a community’s transformation by enhancing the physical and visual assets that set the commercial district apart.

¹ <https://www.mainstreet.org/mainstreetamerica/theapproach>



8.05 MAIN STREET POLICY COMMUNITY DEVELOPMENT

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Date Adopted: 10/04/22

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- *Promotion* positions the downtown or commercial district as the center of the community and hub of economic activity, while creating a positive image that showcases a community's unique characteristics.
- *Organization* involves creating a strong foundation for a sustainable revitalization effort, including cultivating partnerships, community involvement, and resources for the district.¹

Broadly, the Main Street Four-Point Approach® is split between the City and FODN, where the City takes lead responsibility for the Economic Vitality and Design points and FODN takes lead responsibility for the Promotion and Organization points.

ADMINISTRATION OF MAIN STREET PROGRAM

The City and FODN will collaborate to efficiently use resources and coordinate Northfield's Main Street program. The City and FODN will each independently take on the following responsibilities.

All Main Street America™ Accredited programs meet a set of National Accreditation Standards of Performance as outlined by the National Main Street Center. The baseline requirements for accreditation include:

- A Board of Directors formed by a representative base of the district stakeholders and community members, dedicated to leading the district's Main Street program.
- Communities over 5,000 in population must employ a FTE program director. Communities under 5,000 in population must employ a 20-hour minimum per week program director.
- Identified Transformation Strategy to direct the work of the program, based on community input and market understanding.
- Detailed work plans aligned with the selected Transformation Strategy that outline programming across the Main Street Four Points. Work plans include: the project, expected (measurable) outcomes, specific tasks



8.05 MAIN STREET POLICY COMMUNITY DEVELOPMENT

Enabling Legislation: M2022-125

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needed to accomplish the project, assignments of those tasks showing volunteer and staff responsibilities, timelines, and budgets.

- A dedicated budget for the district’s revitalization programming and the Main Street program’s operations.
- Demonstrated support from municipality for the Main Street program. This can include leadership participation, funding, in-kind, and/or philosophical support.
- Reinvestment statistics reported as required by Coordinating program (monthly, quarterly, or annually.)
- Be a member in good standing with Main Street America and use the Main Street America logo on its webpage and/or social media as well as the coordinating program logo.

In addition to the baseline requirements, there are additional standards used to annually review designations and accreditation. Main Street America is currently updating the standards and those changes are anticipated to be integrated by the end of 2023. Rethos, as Minnesota’s Main Street Coordinating program, also has the authority to request additional information to determine Main Street eligibility.

City Responsibilities (within budgetary restrictions as set annually by the City Council)

1. The City will staff a full-time equivalent staff person (“Main Street Director”) to administer the Main Street program.
2. The City will work with FODN to develop work plans to maximize and coordinate the work of both the City and FODN on the Main Street Program.
3. The Main Street Director will provide the quarterly and annual reporting to Rethos, the Minnesota Main Street Coordinating program.
4. The Main Street Director will attend the monthly Minnesota Main Street conference calls.
5. The Main Street Director, and/or a FODN board member, will attend any required trainings or conferences.

8.05 MAIN STREET POLICY

COMMUNITY DEVELOPMENT

Enabling Legislation: M2022-125

Date Adopted: 10/04/22

Revised: 05/21/24

6. The Main Street Director will serve as a non-voting liaison to the FODN Board of Directors, attending FODN Board meetings and will make regular monthly reports to the FODN Board.
7. The Mayor may, with Council approval, appoint a Council member to serve as serve as a non-voting liaison to the FODN Board of Directors, and in such capacity the same may attend FODN Board meetings.
8. The City will pay for the annual membership to Rethos and Main Street America with the City being a member of Main Street America Program receiving services, resources and advice through such membership for the betterment of downtown Northfield and the Historic District.
9. Any other duties as required to maintain accreditation or as directed by the City Council.

FODN Responsibilities

1. FODN will recruit and train volunteers and maintain an active Board of Directors.
2. FODN will assist the Main Street Director in carrying out the annual work plan, reporting statistics, and any other requirements to maintain accreditation.
3. FODN will fundraise for and maintain a budget to implement the annual work plan. FODN may apply for grants to support downtown development and programming.
4. FODN will employ volunteers to coordinate communication between downtown stakeholders and the City.
5. FODN will include an online presence with information dedicated to the Main Street Program, including any logo licensing requirements specified by Main Street America and Rethos. FODN will use their online presence in the promotion of downtown events and information relevant to downtown visitors and stakeholders.



8.05 MAIN STREET POLICY COMMUNITY DEVELOPMENT

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6. FODN will provide regular updates to the Main Street Director and City Council liaison and will annually in the month of February provide a report of its activities to the City Council and the community at large.
7. Any other duties as required to maintain accreditation.

CONTACTS

For the City, the main point of contact is the Community Development Department. For FODN, the main point of contact is the Board President. If there are any questions about the Main Street Policy, please contact:

Community Development Department
City of Northfield
801 Washington St.
Northfield, MN 55057
Phone: 507-645-3041
Email: cdv@ci.northfield.mn.us

Friends of Downtown Northfield
PO Box 403
Northfield, MN 55057
Email: info@nddc.org
Website: <https://downtownnorthfield.org/>

REVIEW AND MODIFICATION OF THE POLICY

The Policy will be reviewed periodically. Any review will consider the input from the FODN and any changes to the Main Street Program. The City Council may modify, amend or terminate this Policy at any time in the City Council's sole discretion.



**8.05 MAIN STREET POLICY
COMMUNITY DEVELOPMENT**

Enabling Legislation: M2022-125

Date Adopted: 10/04/22

Revised: 05/21/24

LIMITATIONS

While the City fully intends to meet the guidelines established in this policy, there may be times when this is not feasible. Issues including, but not limited to, budget constraints or emergencies may prevent the City from meeting the guidelines established herein.

Rethos Main Streets Reinvestment Statistics Form

Reports Due: April 15, July 15, October 15, January 15 ('25)

Community: Northfield
 Quarter: Q1
 Date: 15-Apr
 Submitted By: Anna Watson

Business Statistics

New Businesses and Jobs Added

Name / Address	Type of Business (retail, service, office, etc.)	# Full-time Jobs Added	# Part-time Jobs Added	Main Street Assistance (financial, design consultation, education)?	Other Notes
Ace Hardware	Retail	2	7		
Mercado Local	Retail		15		
AO Studio	Service		2		
Total # of New Downtown Businesses		3			
Total # of Jobs		2	24		

Business Expansions and Jobs Added

Name / Address	Type of Business (retail, service, office, etc.)	# Full-time Jobs Added	# Part-time Jobs Added	Main Street Assistance (financial, design consultation, education)?	Other Notes
					No Q1 expansions noted
Total # of Businesses Expansions		0			
Total # of Jobs		0	0		

Businesses Closed, Relocated and Jobs Lost

Name / Address	Type of Business (retail, service, office, etc.)	# Full-time Jobs Lost	# Part-time Jobs Lost	Closed, Moved Out, or Downsized	Reason for Closure/Employees Lost
Arrow Hardware	Retail	2	7		
Total # of Downtown Businesses closed or moved out		1			
Total # of Jobs		2	7		

Commercial Space Data in the Main Street District

Total number of commercial spaces (annual):	258	As of this date:	4/15/2024	How was info gathered (MS Staff, Volunteers, City Input):	City Record
Total number of vacant spaces:	7	As of this date:	4/15/2024	How was info gathered (MS Staff, Volunteers, City Input):	City research
How many new vacant spaces in this quarter:	0	Reason:		How was info gathered (MS Staff, Volunteers, City Input):	City research
Average rent per square foot: \$	12.00	As of this date:	1/1/2024	How was info gathered (MS Staff, Volunteers, City Input):	City analysis

Building Statistics

Façade Renovations Completed

Address	Description	Public \$ Invested	Private \$ Invested	Public \$ Sources	Main Street Assistance (financial, design consultation, education)?
Total # of Projects		0	\$ -	\$ -	None reported Q1

Other Rehabilitations Completed (Any building rehab work other than façade renovation. Includes interior, structural, etc.)

Address	Description	Public \$ Invested	Private \$ Invested	Public \$ Sources	Main Street Assistance (financial, design consultation, education)?
Total # of Projects		0	\$ -		One interior remodel ongoing but not complete yet

Buildings or Property Sold

Address / Name of Building	Current/ Past Use	Sale Price	Future Use	Main Street Assistance (financial, design consultation, education)?
Total # of Sales		0	\$ -	

New Buildings Constructed

Address / Name of Building	Is construction complete?	Public \$ Invested	Private \$ Sources	Planned Use	Main Street Assistance (financial, design consultation, education)?
Total # of Projects		0	\$ -		No new construction in district

New Housing in Main Street District

Address	Type (condo, apt., Single Family, etc...)	# of units	Sales/Lease Price	Main Street Assistance (financial, design consultation, education)?	Type: Rehab, New, Upper floor, entire building, Senior, Student
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Total # of Projects	0	0	No new housing		

Housing in the Main Street District					
Total Number of Housing Units	275	As of this date:	4/15/2024	How was info gathered (MS Staff, Volunteers, City Input):	No new downtown housing
Average cost of 2 bedroom apartment	1700	As of this date:	4/15/2024	How was info gathered (MS Staff, Volunteers, City Input):	Staff research
How many hotels in downtown?	3	As of this date:	4/15/2024	How was info gathered (MS Staff, Volunteers, City Input):	No new downtown hotels
How many hotel rooms in downtown?	138	As of this date:	4/15/2024	How was info gathered (MS Staff, Volunteers, City Input):	No new downtown hotels
How many AirBnBs downtown?	7	As of this date:	4/15/2024	How was info gathered (MS Staff, Volunteers, City Input):	Staff research

General Investment Statistics

Main Street events during this quarter			
Name of Event	Type of Event	Est. # of attendees	Est # of business participants
Total # of Events	0	0	0

No winter Main Street events took place

Events hosted by other entities this quarter					
Name of Event	Type of Event	Est. # of attendees	Est # of business participants	Who led event efforts?	Did Main Street Partner? (Yes/No)
State of the City Address	Presentation	100	N/A	City	No
Total # of Events	1	100	0		

Volunteer Hours	
	Total Hours (#volunteers x #hours)
Board Members	40
Committee Members	25
Special Events	
Other Volunteer Hours	
Total # of Hours	65
Total Value of Hours*	\$ 1,913.60

* 2024 value of a volunteer's time in according to the IRS is \$31.80
 * Meeting hours count as volunteer time.

Main Street Contributions	
Type of Donation (In-Kind vs. \$)	Value of Contribution
N/A	

Completed Public Improvement Projects (In district and city-funded: infrastructure, parks, utilities, etc.)				
Description	Sources of Funds	Public \$ Invested	Private \$ Invested	Main Street Assistance (financial, design consultation, education)?
Total # of Projects	0	\$ -	\$ -	None reported in district

Grants Received				
Name of Grant	Granting Entity	\$ Value	Public or Private	Description of Project
Total # of Grants	0	\$ -	None applied for Q1	

Historic Preservation: Newly Designated Buildings				
Building Address	Year Built	National Register Designation	Local Register Designation	Additional Comments
Total # of Designations	0	None		

Buildings Demolished				
Building Address or District Information	Year Built	National Register Designation?	Local Register Designation?	Reason for Demolition
Total # of Demolitions	0	None		

Downtown Story (required)	
Please use attached document to share story and photos.	Story Attached (Yes or No)
See separate document for how to include images.	Yes

Quarterly Reinvestment Statistics Summary	
Net of all gains and losses in full-time jobs this quarter	0
Net of all gains and losses in part-time jobs this quarter	17
Net of all gains and losses in new businesses this quarter	2
Total number of business expansions this quarter	0
Number of building rehabilitation projects this quarter	0
Number of public improvement projects this quarter	0
Number of new construction projects completed this quarter	0
\$ Value of all private investment spent in the above projects	\$ -
\$ Value of all public investment spent in the above projects	\$ -
Number of volunteer hours contributed this quarter	65

\$ Value of volunteer hours contributed this quarter	\$ 1,913.60
Number of event attendees this quarter	0
Number of grants received	0
\$ Value of grants received	\$ -
Number of properties sold	0
\$ Value of properties sold	\$ -
Number of properties designated as historic	0
Number of buildings demolished	0

Rethos Main Streets Reinvestment Statistics Form

Reports Due: April 15, July 15, October 15, January 15 ('25)

Community: Northfield
 Quarter: Q2
 Date: 20-Aug
 Submitted By: Emery John

Business Statistics

New Businesses and Jobs Added

Name / Address	Type of Business (retail, service, office, etc.)	# Full-time Jobs Added	# Part-time Jobs Added	Main Street Assistance (financial, design consultation, education)?	Other Notes
Total # of New Downtown Businesses		0			
Total # of Jobs		0	0		

Business Expansions and Jobs Added

Name / Address	Type of Business (retail, service, office, etc.)	# Full-time Jobs Added	# Part-time Jobs Added	Main Street Assistance (financial, design consultation, education)?	Other Notes
Total # of Businesses Expansions		0			
Total # of Jobs		0	0		

Businesses Closed, Relocated and Jobs Lost

Name / Address	Type of Business (retail, service, office, etc.)	# Full-time Jobs Lost	# Part-time Jobs Lost	Closed, Moved Out, or Downsized	Reason for Closure/Employees Lost
Total # of Downtown Businesses closed or moved out		0			
Total # of Jobs		0	0		

Commercial Space Data in the Main Street District

Total number of commercial spaces (annual):	258	As of this date:	4/18/2024	How was info gathered (MS Staff, Volunteers, City Input):	City staff
Total number of vacant spaces:	8	As of this date:	8/15/2024	How was info gathered (MS Staff, Volunteers, City Input):	City staff
How many new vacant spaces in this quarter:	1	Reason:	Division Street Dance moved into the funeral	How was info gathered (MS Staff, Volunteers, City Input):	City staff
Average rent per square foot:	\$ 12.15	As of this date:	4/18/2024	How was info gathered (MS Staff, Volunteers, City Input):	City staff

Building Statistics

Façade Renovations Completed

Address	Description	Public \$ Invested	Private \$ Invested	Public \$ Sources	Main Street Assistance (financial, design consultation, education)?	Additional Notes
302 Division St S	Other		\$ 26,500.00			Roof
710 Poplar St S	Other		\$ 12,000.00			Roof
670 Water St S	Other		\$ 7,000.00			Signage
109 4th St E	Other	\$ 10,000.00	\$ 22,000.00	Façade Improvement Grant		Lyceum Building
Total # of Projects		4	\$ 10,000.00	\$ 67,500.00		

Other Rehabilitations Completed (Any building rehab work other than façade renovation. Includes interior, structural, etc.)

Address	Description	Public \$ Invested	Private \$ Invested	Public \$ Sources	Main Street Assistance (financial, design consultation, education)?
422 Division St S	Change of use (fitness center)		\$ -		
325 Division St S	Office buildout		\$ 130,000.00		
500 Laurel Ct	heating		\$ 265,000.00		
500 Laurel Ct	Plumbing		\$ 41,735.00		
412 Division St S	New Bathroom		\$ 5,000.00		
116 3rd St W	HVAC		\$ 15,000.00		
311 Division St S	HVAC		\$ 10,930.00		
Total # of Projects		7	\$ -	\$ 467,665.00	

Buildings or Property Sold

Address / Name of Building	Current/ Past Use	Sale Price	Future Use	Main Street Assistance (financial, design consultation, education)?
201 4th St E	Funeral Home	\$ 480,000.00	Dance Studio	
118 Water St N	Vacant	\$ 400,000.00	Jersey Mikes	
Total # of Sales		2	\$ 880,000.00	

New Buildings Constructed

Address / Name of Building	Is construction complete?	Public \$ Invested	Private \$ Sources	Planned Use	Main Street Assistance (financial, design consultation, education)?
118 Water St N	No		1010150	Jersey Mikes	
Total # of Projects		1	\$ -	\$ 1,010,150.00	

New Housing in Main Street District					
Address	Type (condo, apt., Single Family, etc...)	# of units	Sales/Lease Price	Main Street Assistance (financial, design consultation, education)?	Type: Rehab, New, Upper floor, entire building, Senior, Student
Total # of Projects	0	0			

Housing in the Main Street District					
Total Number of Housing Units	275	As of this date:	8/15/2024	How was info gathered (MS Staff, Volunteers, City Input):	City staff
Average cost of 2 bedroom apartment	1700	As of this date:	8/15/2024	How was info gathered (MS Staff, Volunteers, City Input):	City staff
How many hotels in downtown?	3	As of this date:	8/15/2024	How was info gathered (MS Staff, Volunteers, City Input):	City staff
How many hotel rooms in downtown?	138	As of this date:	8/15/2024	How was info gathered (MS Staff, Volunteers, City Input):	City staff
How many AirBnBs downtown?	12	As of this date:	8/13/2024	How was info gathered (MS Staff, Volunteers, City Input):	City staff

Main Street events during this quarter				General Investment Statistics	
Name of Event	Type of Event	Est. # of attendees	Est # of business participants		
Third Thursday - May	Music, market	200	20		
Third Thursday - June	Music, market	300	20		
Total # of Events	2	500	40		

Events hosted by other entities this quarter					
Name of Event	Type of Event	Est. # of attendees	Est # of business participants	Who led event efforts?	Did Main Street Partner? (Yes/No)
Crazy Dayz	downtown fair	400	25	Chamber of Commerce	No
Street Dance	evening dancing and festi	200	3	Age Friendly Northfield	No
Vintage Band Festival	music festival	200	3	Vintage Band Festival Org	No
Total # of Events	3	800	31		

Volunteer Hours	
	Total Hours (#volunteers x #hours)
Board Members	130
Committee Members	
Special Events	
Other Volunteer Hours	
Total # of Hours	130
Total Value of Hours*	\$ 3,827.20

* 2024 value of a volunteer's time in according to the IRS is \$31.80
 * Meeting hours count as volunteer time.

Main Street Contributions	
Type of Donation (In-Kind vs. \$)	Value of Contribution
N/A	

Completed Public Improvement Projects (In district and city-funded: infrastructure, parks, utilities, etc.)				
Description	Sources of Funds	Public \$ Invested	Private \$ Invested	Main Street Assistance (financial, design consultation, education)?
Total # of Projects	0	\$ -	\$ -	

Grants Received				
Name of Grant	Granting Entity	\$ Value	Public or Private	Description of Project
Total # of Grants	0	\$ -		

Historic Preservation: Newly Designated Buildings				
Building Address	Year Built	National Register Designation	Local Register Designation	Additional Comments
Total # of Designations	0			

Buildings Demolished				
Building Address or District Information	Year Built	National Register Designation?	Local Register Designation?	Reason for Demolition
Total # of Demolitions	0			

Downtown Story (required)	
Please use attached document to share story and photos. See separate document for how to include images.	Story Attached (Yes or No)
	Yes

Quarterly Reinvestment Statistics Summary	
Net of all gains and losses in full-time jobs this quarter	0
Net of all gains and losses in part-time jobs this quarter	0
Net of all gains and losses in new businesses this quarter	0
Total number of business expansions this quarter	0

Number of building rehabilitation projects this quarter	11
Number of public improvement projects this quarter	0
Number of new construction projects completed this quarter	1
\$ Value of all private investment spent in the above projects	\$ 1,545,315.00
\$ Value of all public investment spent in the above projects	\$ 10,000.00
Number of volunteer hours contributed this quarter	130
\$ Value of volunteer hours contributed this quarter	\$ 3,827.20
Number of event attendees this quarter	500
Number of grants received	0
\$ Value of grants received	\$ -
Number of properties sold	2
\$ Value of properties sold	\$ 1,760,000.00
Number of properties designated as historic	0
Number of buildings demolished	0

Rethos Main Streets Reinvestment Statistics Form

Reports Due: April 15, July 15, October 15, January 15 ('25)

Community:	Northfield
Quarter:	Q3
Date:	14-Oct
Submitted By:	Emery John

Business Statistics

New Businesses and Jobs Added

Name / Address	Type of Business (retail, service, office, etc.)	# Full-time Jobs Added	# Part-time Jobs Added	Main Street Assistance (financial, design consultation, education)?	Other Notes
All Good Things	retail		1	no	
Froggys	restaurant	3	2	no	technically a reopening under different management
Total # of New Downtown Businesses		2			
Total # of Jobs		3	3		

Business Expansions and Jobs Added

Name / Address	Type of Business (retail, service, office, etc.)	# Full-time Jobs Added	# Part-time Jobs Added	Main Street Assistance (financial, design consultation, education)?	Other Notes
Fate Antiques	retail	1	1	no	relocated into Vintage etc.
Vintage etc.	retail	0	0	no	relocated into old dance studio
Rare Pair	retail	0	0	no	new management/ownership
Total # of Businesses Expansions		3			
Total # of Jobs		1	1		

Businesses Closed, Relocated and Jobs Lost

Name / Address	Type of Business (retail, service, office, etc.)	# Full-time Jobs Lost	# Part-time Jobs Lost	Closed, Moved Out, or Downsized	Reason for Closure/Employees Lost
		0	0		
Total # of Downtown Businesses closed or moved out		0			
Total # of Jobs		0	0		

Commercial Space Data in the Main Street District

Total number of commercial spaces (annual):	258	As of this date:	4/18/2024	How was info gathered (City staff
Total number of vacant spaces:	8	As of this date:	10/14/2024	How was info gathered (City staff
How many new vacant spaces in this quarter:	0	Reason:		How was info gathered (City staff
Average rent per square foot:	\$ 12.15	As of this date:	4/18/2024	How was info gathered (City staff

Building Statistics

Façade Renovations Completed

Address	Description	Public \$ Invested	Private \$ Invested	Public \$ Sources	Main Street Assistance (financial, design consultation, education)?	Additional Notes
416 Division St S	Other	\$ -	\$ 2,000.00		n/a	siding
109 4th st e	Other		\$ 7,100.00			roof
407 division st 1/2	Other		\$ 71,970.00			roof
207 water st s	Other		\$ 5,000.00			siding
325 division st s	Window Repair		\$ 52,000.00			commercial window/door
Total # of Projects		5	\$ 138,070.00			

Other Rehabilitations Completed (Any building rehab work other than façade renovation. Includes interior, structural, etc.)

Address	Description	Public \$ Invested	Private \$ Invested	Public \$ Sources	Main Street Assistance (financial, design consultation, education)?
118 water st n	commercial mechanical		\$ 31,920.00		
118 water st n	commercial plumbing		\$ 28,000.00		
201 4th st e	commercial plumbing		\$ 18,500.00		
316 washington st s	commercial addition		\$ 18,000.00		

201 4th st e	commercial alteration		\$	40,000.00		
118 water st n	commercial alteration		\$	225,000.00		
201 4th st e	commercial mechanical		\$	10,000.00		
Total # of Projects		7	\$	371,420.00		#REF!

Buildings or Property Sold				
Address / Name of Building	Current/ Past Use	Sale Price	Future Use	Main Street Assistance (financial, design consultation, education)?
200 water street s	restaurant	\$ 500,000.00	restaurant	N/A
Total # of Sales		\$	500,000.00	

New Buildings Constructed					
Address / Name of Building	Is construction complete?	Public \$ Invested	Private \$ Sources	Planned Use	Main Street Assistance (financial, design consultation, education)?
Total # of Projects		0	\$ -		

New Housing in Main Street District					
Address	Type (condo, apt., Single Family, etc...)	# of units	Sales/Lease Price	Main Street Assistance (financial, design consultation, education)?	Type: Rehab, New, Upper floor, entire building, Senior, Student
Total # of Projects		0	0		

Housing in the Main Street District					
Total Number of Housing Units	275	As of this date:	8/15/2024	How was info gathered (City staff
Average cost of 2 bedroom apartment	1700	As of this date:	8/15/2024	How was info gathered (City staff
How many hotels in downtown?	3	As of this date:	8/15/2024	How was info gathered (City staff
How many hotel rooms in downtown?	138	As of this date:	8/15/2024	How was info gathered (City staff
How many AirBnBs downtown?	12	As of this date:	8/13/2024	How was info gathered (City staff

General Investment Statistics

Main Street events during this quarter			
Name of Event	Type of Event	Est. # of attendees	Est # of business participants
Third Thursday - July	Music, Market	250	20
Third Thursday - August	Music, Market	300	20
Third Thursday - September	Music, Market	300	20
Total # of Events			

Events hosted by other entities this quarter					
Name of Event	Type of Event	Est. # of attendees	Est # of business participants	Who led event efforts?	Did Main Street Partner? (Yes/No)
Defeat of Jesse James Days	Festival	8000		DFFD Committee/North	No
Northfield Shares a Dinner	Festival/Meal	1200	37 * community partners	Northfield Shares	No
Hispanic Heritage Festival	Festival	1200	20	Northfield Public Library	No
Total # of Events					

Volunteer Hours		
	Total Hours (#volunteers x #hours)	
Board Members	54	
Committee Members	21.5	
Special Events		
Other Volunteer Hours	15	
Total # of Hours		90.5
Total Value of Hours* \$		2,664.32

* 2024 value of a volunteer's time in according to the IRS is \$31.80
 * Meeting hours count as volunteer time.

Main Street Contributions	
Type of Donation (In-Kind vs. \$)	Value of Contribution

N/A

Completed Public Improvement Projects (In district and city-funded: infrastructure, parks, utilities, etc.)				
Description	Sources of Funds	Public \$ Invested	Private \$ Invested	Main Street Assistance (financial, design consultation, education)?
brick work redone	Public	\$ 52,000.00	\$ -	no
Total # of Projects	1	\$ 52,000.00	\$ -	

Grants Received				
Name of Grant	Granting Entity	\$ Value	Public or Private	Description of Project
Total # of Grants	0	\$ -		

Historic Preservation: Newly Designated Buildings				
Building Address	Year Built	National Register Designation	Local Register Designation	Additional Comments
Total # of Designations	0			

Buildings Demolished				
Building Address or District Information	Year Built	National Register Designation?	Local Register Designation?	Reason for Demolition
Total # of Demolitions	0			

Downtown Story (required)	
Please use attached document to share story and photos.	Story Attached (Yes or No)
See separate document for how to include images.	Yes

Quarterly Reinvestment Statistics Summary	
Net of all gains and losses in full-time jobs this quarter	4
Net of all gains and losses in part-time jobs this quarter	4
Net of all gains and losses in new businesses this quarter	5
Total number of business expansions this quarter	3
Number of building rehabilitation projects this quarter	12
Number of public improvement projects this quarter	1
Number of new construction projects completed this quarter	0
\$ Value of all private investment spent in the above projects	#REF!
\$ Value of all public investment spent in the above projects	\$ 423,420.00
Number of volunteer hours contributed this quarter	90.5
\$ Value of volunteer hours contributed this quarter	\$ 2,664.32
Number of event attendees this quarter	0
Number of grants received	0
\$ Value of grants received	\$ -
Number of properties sold	0
\$ Value of properties sold	\$ 1,000,000.00
Number of properties designated as historic	0
Number of buildings demolished	0

Rethos Main Streets Reinvestment Statistics Form

Reports Due: April 15, July 15, October 15, January 15 ('25)

Community:	Northfield
Quarter:	Q4
Date:	10-Jan
Submitted By:	Emery John

Business Statistics

New Businesses and Jobs Added

Name / Address	Type of Business (retail, service, office, etc.)	# Full-time Jobs Added	# Part-time Jobs Added	Main Street Assistance (financial, design consultation, education)?	Other Notes
310 Underground	venue			1 no	They have a rental sauna, too
Total # of New Downtown Businesses		1			
Total # of Jobs		0	1		

Business Expansions and Jobs Added

Name / Address	Type of Business (retail, service, office, etc.)	# Full-time Jobs Added	# Part-time Jobs Added	Main Street Assistance (financial, design consultation, education)?	Other Notes
Total # of Businesses Expansions		5			
Total # of Jobs		1	2		

Businesses Closed, Relocated and Jobs Lost

Name / Address	Type of Business (retail, service, office, etc.)	# Full-time Jobs Lost	# Part-time Jobs Lost	Closed, Moved Out, or Downsized	Reason for Closure/Employees Lost
Downtown Businesses closed or moved out		0			
Total # of Jobs		0	0		

Commercial Space Data in the Main Street District

Number of commercial spaces (annual):	258	As of this date:	4/18/2024	How was info gathered (MS):	City staff
Total number of vacant spaces:	8	As of this date:	8/15/2024	How was info gathered (MS):	City staff
many new vacant spaces in this quarter:	1	Reason:	Division Street Dance	How was info gathered (MS):	City staff
Average rent per square foot:	\$ 12.15	As of this date:	4/18/2024	How was info gathered (MS):	City staff

Building Statistics

Façade Renovations Completed

Address	Description	Public \$ Invested	Private \$ Invested	Public \$ Sources	Main Street Assistance (financial, design consultation, education)?	Additional Notes

301 7th st w	Other		\$ 30,000.00			roof
500 water st s	Window Repair		\$ 2,000.00			
Total # of Projects	2	\$ -	\$ 32,000.00			

Rehabilitations Completed (Any building rehab work other than façade renovation. Includes interior, structural)

Address	Description	Public \$ Invested	Private \$ Invested	Public \$ Sources	Main Street Assistance (financial, design consultation, education)?
217 Water St S Unit	Mechanical re Fridgeration		\$ 9,000.00		
500 Division St S Un	Commercial Alteration		\$ 12,500.00		
101 Saint Olaf Ave N	Residential HVAC and Alteration		\$ 32,213.00		
Total # of Projects	3	\$ -	\$ 53,713.00		

Buildings or Property Sold

Address / Name of Building	Current/ Past Use	Sale Price	Future Use	Main Street Assistance (financial, design consultation, education)?
150 Water St S	commercial	\$ 495,000.00	commercial	
15 & 17 Bridge Sq	commercial	\$ 434,000.00	commercial	
304 2nd st w	residential	\$ 315,000.00	residential	
Total # of Sales		\$ 1,244,000.00		

New Buildings Constructed

Address / Name of Building	Is construction complete?	Public \$ Invested	Private \$ Sources	Planned Use	Main Street Assistance (financial, design consultation, education)?
Total # of Projects	0	\$ -			

New Housing in Main Street District

Address	Type (condo, apt., Single Family, etc...)	# of units	Sales/Lease Price	Main Street Assistance (financial, design consultation, education)?	Type: Rehab, New, Upper floor, entire building, Senior, Student
Total # of Projects	0	0			

Housing in the Main Street District

Total Number of Housing Units	275	As of this date:	8/15/2024	How was info gathered (M\$)	City staff
Average cost of 2 bedroom apartment	1700	As of this date:	8/15/2024	How was info gathered (M\$)	City staff
How many hotels in downtown?	3	As of this date:	8/15/2024	How was info gathered (M\$)	City staff
How many hotel rooms in downtown?	138	As of this date:	8/15/2024	How was info gathered (M\$)	City staff
How many AirBnBs downtown?	12	As of this date:	8/13/2024	How was info gathered (M\$)	City staff

General Investment Statistics

Main Street events during this quarter

Name of Event	Type of Event	Est. # of attendees	Est # of business participants
Total # of Events			

Events hosted by other entities this quarter

Name of Event	Type of Event	Est. # of attendees	Est # of business participants	Who led event efforts?	Did Main Street Partner? (Yes/No)
Winter Walk	Winter Market and	2000	75	Chamber of Commerce	Yes
Total # of Events					

Volunteer Hours

	Total Hours (#volunteers x #hours)
Board Members	55
Committee Member	41.5
Special Events	7
Other Volunteer Hours	25
Total # of Hours	128.5
Total Value of Hours*	\$ 3,783.04

* 2024 value of a volunteer's time in according to the IRS is \$31.80

* Meeting hours count as volunteer time.

Main Street Contributions

Type of Donation (In Value of Contribution
N/A

Public Improvement Projects (In district and city-funded: infrastructure, parks, util

Description	Sources of Funds	Public \$ Invested	Private \$ Invested	Main Street Assistance (financial, design consultation, education)?
Total # of Projects	0	\$ -	\$ -	

Grants Received

Name of Grant	Granting Entity	\$ Value	Public or Private	Description of Project
Total # of Grants	0	\$ -		

Historic Preservation: Newly Designated Buildings

Building Address	Year Built	National Register Designation	Local Register Designation	Additional Comments
Total # of Designations	0			

Buildings Demolished

Building Address or District Information	Year Built	National Register Designation?	Local Register Designation?	Reason for Demolition
Total # of Demolitions	0			

Downtown Story (required)

Please use attached document to share story and photos.	Story Attached (Yes or No)
See separate document for how to include images.	Yes

Quarterly Reinvestment Statistics Summary

Net of all gains and losses in full-time jobs this quarter	1
Net of all gains and losses in part-time jobs this quarter	3
Net of all gains and losses in new businesses this quarter	6
Total number of business expansions this quarter	5
Number of building rehabilitation projects this quarter	5
Number of public improvement projects this quarter	0
Number of new construction projects completed this quarter	0
\$ Value of all private investment spent in the above projects	\$ 85,713.00
\$ Value of all public investment spent in the above projects	\$ -
Number of volunteer hours contributed this quarter	128.5
\$ Value of volunteer hours contributed this quarter	\$ 3,783.04
Number of event attendees this quarter	0
Number of grants received	0
\$ Value of grants received	\$ -
Number of properties sold	0
\$ Value of properties sold	\$ 2,488,000.00
Number of properties designated as historic	0
Number of buildings demolished	0

Rethos Main Streets Reinvestment Statistics Form

Reports Due: April 15, July 15, October 15, January 15 ('25)

Community: Northfield, MN
 Quarter: Q1
 Date: 4/14/2025
 Submitted By: Emery John

Business Statistics

New Businesses and Jobs Added

Name / Address	Type of Business (retail, service, office, etc.)	# Full-time Jobs Added	# Part-time Jobs Added	Main Street Assistance (financial, design consultation, education)?	Other Notes
Total # of New Downtown Businesses		0			
Total # of Jobs		0	0		

Business Expansions and Jobs Added

Name / Address	Type of Business (retail, service, office, etc.)	# Full-time Jobs Added	# Part-time Jobs Added	Main Street Assistance (financial, design consultation, education)?	Other Notes
115 5th st w	Retail	0	0	no	20+ part time jobs expected by 9/25... Check Q4 2025 for updates!
Total # of Businesses Expansions		1			
Total # of Jobs		0	0		

Businesses Closed, Relocated and Jobs Lost

Name / Address	Type of Business (retail, service, office, etc.)	# Full-time Jobs Lost	# Part-time Jobs Lost	Closed, Moved Out, or Downsized	Reason for Closure/Employees Lost
Total # of Downtown Businesses closed or moved out		0			
Total # of Jobs		0	0		

Commercial Space Data in the Main Street District

Total number of commercial spaces (annual):	258	As of this date:	4/14/2024	How was info gathered (MS Staff, Volunteers, City Input):	city record
Total number of vacant spaces:	6	As of this date:		How was info gathered (MS Staff, Volunteers, City Input):	
How many new vacant spaces in this quarter:	0	Reason:	4/14/2025	How was info gathered (MS Staff, Volunteers, City Input):	
Average rent per square foot:	\$ 18.00	As of this date:	4/14/2025	How was info gathered (MS Staff, Volunteers, City Input):	Staff/city -- number is for ANNUALLY

Building Statistics

Façade Renovations Completed

Address	Description	Public \$ Invested	Private \$ Invested	Public \$ Sources	Main Street Assistance (financial, design consultation, education)?
515 Water st s	Window Repair		\$ 7,000.00		
Total # of Projects		1	\$ -	\$ 7,000.00	

Other Rehabilitations Completed (Any building rehab work other than façade renovation. Includes interior, structural, etc.)

Address	Description	Public \$ Invested	Private \$ Invested	Public \$ Sources	Main Street Assistance (financial, design consultation, education)?
17 Bridge Square	Commercial Alteration		6165		
1111 5th St W	Commercial Alteration		20000		
512 Washington St S	Commercial Alteration		19000		
1111 5th St W	Commercial Alteration		8150		
150 Water st s	Commercial Alteration		90000		
Total # of Projects		5	\$ -	\$ 143,315.00	

Buildings or Property Sold

Address / Name of Building	Current/ Past Use	Sale Price	Future Use	Main Street Assistance (financial, design consultation, education)?
Total # of Sales		0	\$ -	

New Buildings Constructed

Address / Name of Building	Is construction complete?	Public \$ Invested	Private \$ Sources	Planned Use	Main Street Assistance (financial, design consultation, education)?
115 5th st w	no	\$ 400,000.00	560,000	micro distillery, cocktail lounge	
Total # of Projects		1	\$ 400,000.00	\$ 560,000.00	

New Housing in Main Street District

Address	Type (condo, apt., Single Family, etc....)	# of units	Sales/Lease Price	Main Street Assistance (financial, design consultation, education)?	Type: Rehab, New, Upper floor, entire building, Senior, Student
Total # of Projects	0	0	no new housing		

Housing in the Main Street District					
Total Number of Housing Units	275	As of this date:	4/15/2024	How was info gathered (MS Staff, Volunteers, City Input):	No new downtown housing
Average cost of 2 bedroom apartment	1700	As of this date:	4/15/2024	How was info gathered (MS Staff, Volunteers, City Input):	Staff research
How many hotels in downtown?	3	As of this date:	4/15/2024	How was info gathered (MS Staff, Volunteers, City Input):	No new downtown hotels
How many hotel rooms in downtown?	138	As of this date:	4/14/2024	How was info gathered (MS Staff, Volunteers, City Input):	No new downtown hotels
How many AirBnBs downtown?	7	As of this date:	4/15/2024	How was info gathered (MS Staff, Volunteers, City Input):	Staff research

General Investment Statistics			
Main Street events during this quarter			
Name of Event	Type of Event	Est. # of attendees	Est # of business participants
Total # of Events	0	0	0

Events hosted by other entities this quarter					
Name of Event	Type of Event	Est. # of attendees	Est # of business participants	Who led event efforts?	Did Main Street Partner? (Yes/No)
Total # of Events	0	0	0		

Volunteer Hours	
	Total Hours (#volunteers x #hours)
Board Members	42
Committee Members	39
Special Events	0
Other Volunteer Hours	22
Total # of Hours	103
Total Value of Hours*	\$ 3,275.40

* 2024 value of a volunteer's time in according to the IRS is \$31.80
 * Meeting hours count as volunteer time.

* unsure of what the 2025 value is

Main Street Contributions	
Type of Donation (In-Kind vs. \$)	Value of Contribution

Completed Public Improvement Projects (In district and city-funded: infrastructure, parks, utilities, etc.)				
Description	Sources of Funds	Public \$ Invested	Private \$ Invested	Main Street Assistance (financial, design consultation, education)?
Total # of Projects	0	\$ -	\$ -	

Grants Received				
Name of Grant	Granting Entity	\$ Value	Public or Private	Description of Project
Total # of Grants	0	\$ -		

Historic Preservation: Newly Designated Buildings				
Building Address	Year Built	National Register Designation	Local Register Designation	Additional Comments
Total # of Designations	0			

Buildings Demolished				
Building Address or District Information	Year Built	National Register Designation?	Local Register Designation?	Reason for Demolition
Total # of Demolitions	0			

Downtown Story (required)	
Please use attached document to share story and photos. See separate document for how to include images.	Story Attached (Yes or No)

Quarterly Reinvestment Statistics Summary	
Net of all gains and losses in full-time jobs this quarter	0
Net of all gains and losses in part-time jobs this quarter	0
Net of all gains and losses in new businesses this quarter	1
Total number of business expansions this quarter	1
Number of building rehabilitation projects this quarter	6
Number of public improvement projects this quarter	0
Number of new construction projects completed this quarter	1
\$ Value of all private investment spent in the above projects	\$ 710,315.00

\$ Value of all public investment spent in the above projects	\$ 400,000.00
Number of volunteer hours contributed this quarter	103
\$ Value of volunteer hours contributed this quarter	\$ 3,275.40
Number of event attendees this quarter	0
Number of grants received	0
\$ Value of grants received	\$ -
Number of properties sold	0
\$ Value of properties sold	\$ -
Number of properties designated as historic	0
Number of buildings demolished	0

Rethos Main Streets Reinvestment Statistics Form

Reports Due: April 15, July 15, October 15, January 15 ('25)

Community: Northfield
 Quarter: Q2
 Date: 7/12/2025
 Submitted By: Emery John

Business Statistics

New Businesses and Jobs Added

Name / Address	Type of Business (retail, service, office, etc.)	# Full-time Jobs Added	# Part-time Jobs Added	Main Street Assistance (financial, design consultation, education)?	Other Notes
Total # of New Downtown Businesses		0			
Total # of Jobs		0	0		

Business Expansions and Jobs Added

Name / Address	Type of Business (retail, service, office, etc.)	# Full-time Jobs Added	# Part-time Jobs Added	Main Street Assistance (financial, design consultation, education)?	Other Notes
Total # of Businesses Expansions		0			
Total # of Jobs		0	0		

Businesses Closed, Relocated and Jobs Lost

Name / Address	Type of Business (retail, service, office, etc.)	# Full-time Jobs Lost	# Part-time Jobs Lost	Closed, Moved Out, or Downized	Reason for Closure/Employees Lost
Total # of Downtown Businesses closed or moved out		0			
Total # of Jobs		0	0		

Commercial Space Data in the Main Street District

Total number of commercial spaces (annual):		As of this date:		How was info gathered (MS Staff, Volunteers, City Input):	
Total number of vacant spaces:	9	As of this date:		How was info gathered (MS Staff, Volunteers, City Input):	
How many new vacant spaces in this quarter:		Reason:		How was info gathered (MS Staff, Volunteers, City Input):	
Average rent per square foot:		As of this date:		How was info gathered (MS Staff, Volunteers, City Input):	

Building Statistics

Façade Renovations Completed

Address	Description	Public \$ Invested	Private \$ Invested	Public \$ Sources	Main Street Assistance (financial, design consultation, education)?
115 5th st w	All of the Above		\$ 100,000.00		
507 division st s	Other		\$ 8,400.00		
Total # of Projects		2	\$ 108,400.00		

Other Rehabilitations Completed (Any building rehab work other than façade renovation. Includes interior, structural, etc.)

Address	Description	Public \$ Invested	Private \$ Invested	Public \$ Sources	Main Street Assistance (financial, design consultation, education)?
400 washington st s	plumbing		2400		
319 water st s	commercial alteration		300000		
400 5th st w	commercial alteration		35000		
512 division st s	commercial alteration		100000		
516 water st s	HVAC		7200		
115 5th st w	plumbing and heat		\$ 191,500.00		
115 5th st w	complete renovation		54200		
801 Division st s	commercial "new" construction		8000		
210 washington st s	commercial alteration	\$ 250,000.00	995000	EDA Loan	
Total # of Projects		9	\$ 1,693,300.00		

Buildings or Property Sold

Address / Name of Building	Current/ Past Use	Sale Price	Future Use	Main Street Assistance (financial, design consultation, education)?
712 washington st s	single family/owner occup	\$ 377,600.00	same	
		\$ -		
Total # of Sales		1	\$ 377,600.00	

New Buildings Constructed

Address / Name of Building	Is construction complete?	Public \$ Invested	Private \$ Sources	Planned Use	Main Street Assistance (financial, design consultation, education)?
Total # of Projects		0	\$ -		

New Housing in Main Street District

Address	Type (condo, apt., Single Family, etc...)	# of units	Sales/Lease Price	Main Street Assistance (financial, design consultation, education)?	Type: Rehab, New, Upper floor, entire building, Senior, Student

Total # of Projects	0	0			

Housing in the Main Street District

Total Number of Housing Units	285	As of this date:	6/1/2025	How was info gathered (MS Staff, Volunteers, City Input):	
Average cost of 2 bedroom apartment		As of this date:	6/1/2025	How was info gathered (MS Staff, Volunteers, City Input):	
How many hotels in downtown?	2	As of this date:	6/1/2025	How was info gathered (MS Staff, Volunteers, City Input):	
How many hotel rooms in downtown?	134	As of this date:	6/1/2025	How was info gathered (MS Staff, Volunteers, City Input):	
How many AirBnBs downtown?	11	As of this date:	6/1/2025	How was info gathered (MS Staff, Volunteers, City Input):	

General Investment Statistics

Main Street events during this quarter

Name of Event	Type of Event	Est. # of attendees	Est # of business participants
Third Thursdays May	Festival, Music, Shopping	200	20
Third thursdays June	Festival, Music, Shopping	350	30
Total # of Events	2	550	50

Events hosted by other entities this quarter

Name of Event	Type of Event	Est. # of attendees	Est # of business participants	Who led event efforts?	Did Main Street Partner? (Yes/No)
Total # of Events	5	1100	100		

Volunteer Hours

	Total Hours (#volunteers x #hours)
Board Members	62
Committee Members	49
Special Events	
Other Volunteer Hours	32
Total # of Hours	143
Total Value of Hours*	\$ 4,547.40

* 2024 value of a volunteer's time in according to the IRS is \$31.80
 * Meeting hours count as volunteer time.

Main Street Contributions

Type of Donation (In-Kind vs. \$)	Value of Contribution

Completed Public Improvement Projects (In district and city-funded: infrastructure, parks, utilities, etc.)

Description	Sources of Funds	Public \$ Invested	Private \$ Invested	Main Street Assistance (financial, design consultation, education)?
210 washington st s	Library Funds	\$ 10,000.00		N/A
Total # of Projects	1	\$ 10,000.00	\$ -	

Library HVAC

Grants Received

Name of Grant	Granting Entity	\$ Value	Public or Private	Description of Project
Total # of Grants	0	\$ -		

Historic Preservation: Newly Designated Buildings

Building Address	Year Built	National Register Designation	Local Register Designation	Additional Comments
Total # of Designations	0			

Buildings Demolished

Building Address or District Information	Year Built	National Register Designation?	Local Register Designation?	Reason for Demolition
Total # of Demolitions	0			

Downtown Story (required)

Please use attached document to share story and photos. See separate document for how to include images.	Story Attached (Yes or No)
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Quarterly Reinvestment Statistics Summary

Net of all gains and losses in full-time jobs this quarter	0
Net of all gains and losses in part-time jobs this quarter	0
Net of all gains and losses in new businesses this quarter	0
Total number of business expansions this quarter	0
Number of building rehabilitation projects this quarter	11
Number of public improvement projects this quarter	1
Number of new construction projects completed this quarter	0
\$ Value of all private investment spent in the above projects	\$ 1,801,700.00
\$ Value of all public investment spent in the above projects	\$ 260,000.00
Number of volunteer hours contributed this quarter	143
\$ Value of volunteer hours contributed this quarter	\$ 4,547.40
Number of event attendees this quarter	550
Number of grants received	0
\$ Value of grants received	\$ -
Number of properties sold	1
\$ Value of properties sold	\$ 755,200.00

Number of properties designated as historic	0
Number of buildings demolished	0

Rethos Main Streets Reinvestment Statistics Form

Reports Due: April 15, July 15, October 15, January 15 ('25)

Community: Northfield
 Quarter: Q3
 Date: 10/21/2025
 Submitted By: Emery John

Business Statistics

New Businesses and Jobs Added

Name / Address	Type of Business (retail, service, office, etc.)	# Full-time Jobs Added	# Part-time Jobs Added	Main Street Assistance (financial, design consultation, education)?	Other Notes
Claw King - 512 Division st	Retail/Entertainment	1	3		
Loon Liquors - 115 5th st	Restaurant/Manufacturin	6	2		received DEED mainstreet grant, 2 EDA revolving loans for expansion/relocation
Tin Tea - 420 Division st	Restaurant	8	4		received DEED mainstreet grant, 1 EDA micro-grant for expansion/relocation
Boho Peacock - 313 Division st	Retail	1	1		
Total # of New Downtown Businesses		4			
Total # of Jobs		16	10		

Business Expansions and Jobs Added

Name / Address	Type of Business (retail, service, office, etc.)	# Full-time Jobs Added	# Part-time Jobs Added	Main Street Assistance (financial, design consultation, education)?	Other Notes
Total # of Business Expansions		0			
Total # of Jobs		0	0		

Businesses Closed, Relocated and Jobs Lost

Name / Address	Type of Business (retail, service, office, etc.)	# Full-time Jobs Lost	# Part-time Jobs Lost	Closed, Moved Out, or Downsized	Reason for Closure/Employees Lost
Petalina Mercantile	Retail	1	1	Closed	financial
Total # of Downtown Businesses closed or moved out		1			
Total # of Jobs		1	1		

Commercial Space Data in the Main Street District

Total number of commercial spaces (annual):		As of this date:		How was info gathered (MS Staff, Volunteers, City Input):	MS staff/city staff
Total number of vacant spaces:	4	As of this date:	10/1/2025	How was info gathered (MS Staff, Volunteers, City Input):	MS staff/city staff
How many new vacant spaces in this quarter:	0	Reason:		How was info gathered (MS Staff, Volunteers, City Input):	MS staff/city staff
Average rent per square foot:	\$ 14.00	As of this date:	10/1/2025	How was info gathered (MS Staff, Volunteers, City Input):	Analyzing 8 places rent, provided to city staff/MS staff. Divided by sq/ft.

Building Statistics

Façade Renovations Completed

Address	Description	Public \$ Invested	Private \$ Invested	Public \$ Sources	Main Street Assistance (financial, design consultation, education)?
Total # of Projects		0	\$ -	\$ -	

Other Rehabilitations Completed (Any building rehab work other than façade renovation. Includes interior, structural, etc.)

Address	Description	Public \$ Invested	Private \$ Invested	Public \$ Sources	Main Street Assistance (financial, design consultation, education)?
418 Division St S	commercial alteration		1,200		
17 Bridge Sq	commercial plumbing	\$ 4,500.00	4,500	DEED Mainstreet Grant through SMIF	
512 Division St S	commercial mechanical		34,500		
101 St Olaf Ave N Unit 309	commercial mechanical		16,300		
420 Division St S	commercial plumbing	\$ 1,850.00	1,850	EDA micro-loan program	
420 Division St S	commercial mechanical	\$ 3,000.00	3,000	DEED Mainstreet Grant through SMIF	
115 5th St	renovation				
414 Division St S	commercial alteration		4,500		
Total # of Projects		8	\$ 9,350.00	\$ 65,850.00	

Buildings or Property Sold

Address / Name of Building	Current/ Past Use	Sale Price	Future Use	Main Street Assistance (financial, design consultation, education)?
421 Division St S Unit 5 STE 201	Condos	\$ 400,000.00		
101 ST Olaf Ave N Unit 307	Condos	\$ 356,000.00		
101 ST Olaf Ave N Unit 313	Condos	\$ 475,000.00		
101 ST Olaf Ave N Unit 412	Condos	\$ 539,800.00		
Total # of Sales		4	\$ 1,770,800.00	

New Buildings Constructed

Address / Name of Building	Is construction complete?	Public \$ Invested	Private \$ Sources	Planned Use	Main Street Assistance (financial, design consultation, education)?
Total # of Projects		0	\$ -	\$ -	

New Housing in Main Street District

Address	Type (condo, apt., Single Family, etc...)	# of units	Sales/Lease Price	Main Street Assistance (financial, design consultation, education)?	Type: Rehab, New, Upper floor, entire building, Senior, Student
Total # of Projects		0			

Housing in the Main Street District

Total Number of Housing Units	285	As of this date:	6/1/2025	How was info gathered (MS Staff, Volunteers, City Input):	
Average cost of 2 bedroom apartment		As of this date:	6/1/2025	How was info gathered (MS Staff, Volunteers, City Input):	
How many hotels in downtown?	2	As of this date:	6/1/2025	How was info gathered (MS Staff, Volunteers, City Input):	
How many hotel rooms in downtown?	134	As of this date:	6/1/2025	How was info gathered (MS Staff, Volunteers, City Input):	
How many AirBnBs downtown?	11	As of this date:	6/1/2025	How was info gathered (MS Staff, Volunteers, City Input):	

General Investment Statistics

Main Street events during this quarter

Name of Event	Type of Event	Est. # of attendees	Est # of business participants
Third Thursdays June		300	
Third Thursdays July		400	
Third Thursdays August		450	
Total # of Events		3	1150

Events hosted by other entities this quarter					
Name of Event	Type of Event	Est. # of attendees	Est # of business participants	Who led event efforts?	Did Main Street Partner? (Yes/No)
Defeat of Jesse James Days	Festival	3250			
Vintage Band Festival	Festival	3000			
Total # of Events		2	6250		

Volunteer Hours	
	Total Hours (#volunteers x #hours)
Board Members	62.5
Committee Members	56.5
Special Events	49.5
Other Volunteer Hours	
Total # of Hours	168.5
Total Value of Hours*	\$ 5,358.30

* 2024 value of a volunteer's time in according to the IRS is \$31.80
 * Meeting hours count as volunteer time.

Main Street Contributions	
Type of Donation (In-Kind vs. \$)	Value of Contribution

Completed Public Improvement Projects (In district and city-funded: infrastructure, parks, utilities, etc.)				
Description	Sources of Funds	Public \$ Invested	Private \$ Invested	Main Street Assistance (financial, design consultation, education)?
Total # of Projects		0	\$ -	\$ -

Grants Received				
Name of Grant	Granting Entity	\$ Value	Public or Private	Description of Project
Total # of Grants		0	\$ -	

Historic Preservation: Newly Designated Buildings				
Building Address	Year Built	National Register Designation	Local Register Designation	Additional Comments
Total # of Designations	0			

Buildings Demolished				
Building Address or District Information	Year Built	National Register Designation?	Local Register Designation?	Reason for Demolition
Total # of Demolitions	0			

Downtown Story (required)	
Please use attached document to share story and photos. See separate document for how to include images.	Story Attached (Yes or No) Yes

Quarterly Reinvestment Statistics Summary	
Net of all gains and losses in full-time jobs this quarter	15
Net of all gains and losses in part-time jobs this quarter	9
Net of all gains and losses in new businesses this quarter	3
Total number of business expansions this quarter	0
Number of building rehabilitation projects this quarter	8
Number of public improvement projects this quarter	0
Number of new construction projects completed this quarter	0
\$ Value of all private investment spent in the above projects	\$ 65,850.00
\$ Value of all public investment spent in the above projects	\$ 9,350.00
Number of volunteer hours contributed this quarter	168.5
\$ Value of volunteer hours contributed this quarter	\$ 5,358.30
Number of event attendees this quarter	1150
Number of grants received	0
\$ Value of grants received	\$ -
Number of properties sold	4
\$ Value of properties sold	\$ 3,541,600.00
Number of properties designated as historic	0
Number of buildings demolished	0

Rethos Main Streets Reinvestment Statistics Form

Reports Due: April 15, July 15, October 15, January 15 ('25)

Community: Northfield
 Quarter: Q4
 Date: 1/14/2026
 Submitted By: Emery John

Business Statistics

New Businesses and Jobs Added

Name / Address	Type of Business (retail, service, office, etc.)	# Full-time Jobs Added	# Part-time Jobs Added	Main Street Assistance (financial, design consultation, education)?	Other Notes
Total # of New Downtown Businesses		0			
Total # of Jobs		0	0		

Business Expansions and Jobs Added

Name / Address	Type of Business (retail, service, office, etc.)	# Full-time Jobs Added	# Part-time Jobs Added	Main Street Assistance (financial, design consultation, education)?	Other Notes
Total # of Businesses Expansions		0			
Total # of Jobs		0	0		

Businesses Closed, Relocated and Jobs Lost

Name / Address	Type of Business (retail, service, office, etc.)	# Full-time Jobs Lost	# Part-time Jobs Lost	Closed, Moved Out, or Downized	Reason for Closure/Employees Lost
Total # of Downtown Businesses closed or moved out		0			
Total # of Jobs		0	0		

Commercial Space Data in the Main Street District

Total number of commercial spaces (annual):		As of this date:		How was info gathered (MS Staff, Volunteers, City Input):	
Total number of vacant spaces:	4	As of this date:		How was info gathered (MS Staff, Volunteers, City Input):	
How many new vacant spaces in this quarter:	0	Reason:		How was info gathered (MS Staff, Volunteers, City Input):	
Average rent per square foot:	\$ 14.00	As of this date:	10/3/2025	How was info gathered (MS Staff, Volunteers, City Input):	Analyzing 8 places rent, provided to city staff/MS staff. Divided by sq/ft.

Building Statistics

Façade Renovations Completed

Address	Description	Public \$ Invested	Private \$ Invested	Public \$ Sources	Main Street Assistance (financial, design consultation, education)?
528 Division St S	Other	\$ 21,000.00	\$ 49,000.00	DEED Mainstreet Grant	roof
306 Division St S	Window Repair	\$ 10,000.00	\$ 20,000.00	riverfront enhancement grant	
Total # of Projects		2	\$ 31,000.00	\$ 69,000.00	

Other Rehabilitations Completed (Any building rehab work other than façade renovation. Includes interior, structural, etc.)

Address	Description	Public \$ Invested	Private \$ Invested	Public \$ Sources	Main Street Assistance (financial, design consultation, education)?
410 Division St	Plumbing	\$ 1,000.00		4000 DEED Mainstreet Grant	
329 Division St	Commercial alteration			50000	
17 Bridge Square	Commercial Alteration	\$ 55,000.00		132000 DEED Mainstreet Grant	
427 Division St	commercial alteration			9622	
Total # of Projects		4	\$ 56,000.00	\$ 195,622.00	

Buildings or Property Sold

Address / Name of Building	Current/ Past Use	Sale Price	Future Use	Main Street Assistance (financial, design consultation, education)?
Total # of Sales		0	\$ -	

New Buildings Constructed

Address / Name of Building	Is construction complete?	Public \$ Invested	Private \$ Sources	Planned Use	Main Street Assistance (financial, design consultation, education)?
Total # of Projects		0	\$ -	\$ -	

New Housing in Main Street District

Address	Type (condo, apt., Single Family, etc...)	# of units	Sales/Lease Price	Main Street Assistance (financial, design consultation, education)?	Type: Rehab, New, Upper floor, entire building, Senior, Student
Total # of Projects		0	0		

Housing in the Main Street District

Total Number of Housing Units		As of this date:		How was info gathered (MS Staff, Volunteers, City Input):	
Average cost of 2 bedroom apartment		As of this date:		How was info gathered (MS Staff, Volunteers, City Input):	
How many hotels in downtown?		As of this date:		How was info gathered (MS Staff, Volunteers, City Input):	
How many hotel rooms in downtown?		As of this date:		How was info gathered (MS Staff, Volunteers, City Input):	
How many AirBnBs downtown?		As of this date:		How was info gathered (MS Staff, Volunteers, City Input):	

General Investment Statistics

Main Street events during this quarter

Name of Event	Type of Event	Est. # of attendees	Est # of business participants
Winter Walk	Winter Festival (chamber	7000	150+

Total # of Events	1	7000	0
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Events hosted by other entities this quarter					
Name of Event	Type of Event	Est. # of attendees	Est # of business participants	Who led event efforts?	Did Main Street Partner? (Yes/No)
Total # of Events	0	0	0		

Volunteer Hours	
	Total Hours (#volunteers x #hours)
Board Members	64
Committee Members	48
Special Events	49.5
Other Volunteer Hours	
Total # of Hours	161.5
Total Value of Hours* \$	5,135.70

* 2024 value of a volunteer's time in according to the IRS is \$31.80
 * Meeting hours count as volunteer time.

Main Street Contributions	
Type of Donation (In-Kind vs. \$)	Value of Contribution
\$	500 ornament sales

Completed Public Improvement Projects (In district and city-funded: infrastructure, parks, utilities, etc.)				
Description	Sources of Funds	Public \$ Invested	Private \$ Invested	Main Street Assistance (financial, design consultation, education)?
Total # of Projects	0	\$ -	\$ -	

Grants Received				
Name of Grant	Granting Entity	\$ Value	Public or Private	Description of Project
Total # of Grants	0	\$ -		

Historic Preservation: Newly Designated Buildings				
Building Address	Year Built	National Register Designation	Local Register Designation	Additional Comments
Total # of Designations	0			

Buildings Demolished				
Building Address or District Information	Year Built	National Register Designation?	Local Register Designation?	Reason for Demolition
Total # of Demolitions	0			

Downtown Story (required)	
Please use attached document to share story and photos. See separate document for how to include images.	Story Attached (Yes or No)

Quarterly Reinvestment Statistics Summary	
Net of all gains and losses in full-time jobs this quarter	0
Net of all gains and losses in part-time jobs this quarter	0
Net of all gains and losses in new businesses this quarter	0
Total number of business expansions this quarter	0
Number of building rehabilitation projects this quarter	6
Number of public improvement projects this quarter	0
Number of new construction projects completed this quarter	0
\$ Value of all private investment spent in the above projects	\$ 264,622.00
\$ Value of all public investment spent in the above projects	\$ 87,000.00
Number of volunteer hours contributed this quarter	161.5
\$ Value of volunteer hours contributed this quarter	\$ 5,135.70
Number of event attendees this quarter	7000
Number of grants received	0
\$ Value of grants received	\$ -
Number of properties sold	0
\$ Value of properties sold	\$ -
Number of properties designated as historic	0
Number of buildings demolished	0



Legislation Text

File #: 26-257, **Version:** 1

City Council Meeting Date: May 19, 2026

To: Mayor and City Council
City Administrator

From: Lynette Peterson, City Clerk

Consider Approval of May 4, 2026 City Council Closed Meeting Minutes.

Action Requested:

The City Council is asked to consider approval of the May 4, 2026 City Council Closed Meeting Minutes.

Summary Report:

N/A

Alternative Options:

N/A

Financial Impacts:

N/A

Tentative Timelines:

N/A



City of Northfield

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

Meeting Minutes - Draft City Council

Monday, May 4, 2026

6:00 PM

2nd Floor Training Room

Closed Meeting pursuant to Minn. Stat. § 13D.05, subd. 3(a) - Review of Performance of City Administrator.

6:00 PM - CITY COUNCIL CLOSED MEETING AGENDA

CALL TO ORDER

Mayor Zweifel called the meeting to order at 6:03 p.m. noting the agenda item for this meeting is the evaluation of the performance of Ben Martig, City Administrator, pursuant to Minnesota Statutes, Section 13D.05, Subdivision 3(a).

This special meeting will be closed because the City Council will be evaluating the performance of an individual subject to the City's authority - Ben Martig, City Administrator. Mr. Martig has received notice of this meeting. Minnesota Statutes, Section 13D.05, Subdivision 3(a) provides that any portion of a meeting may be closed for this reason, unless the individual who is the subject of the meeting requests that it be open. In this case, Mr. Martig did not make such a request that the meeting be open.

Only the officials and consultants of the City who reasonably require access to this data may be in attendance at any portion of the closed meeting for this agenda item.

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 at portions of the meeting were David Assaf, Assistant City Attorney with Flaherty and Hood, and City Administrator Ben Martig.

REGULAR AGENDA

A motion was made by Council Member Ness, seconded by Council Member Sokup, to close the meeting at 6:06 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

1. [26-232](#) Northfield City Council is Conducting a Closed Meeting pursuant to Minn. Stat. 13D.05, subd. 3(a) related to the Evaluation of the Performance of Ben Martig, City Administrator.

The meeting was opened at 7:51 p.m.

ADJOURN

A motion was made by Council Member Ness, seconded by Council Member Peterson White, to adjourn the meeting at 7:52 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



Legislation Text

File #: 26-258, Version: 1

City Council Meeting Date: May 19, 2026

To: Mayor and City Council
City Administrator

From: Lynette Peterson, City Clerk

Consider Approval of May 5, 2026 City Council Meeting Minutes.

Action Requested:

The City Council is asked to consider approval of the May 5, 2026 City Council Meeting Minutes.

Summary Report:

N/A

Alternative Options:

N/A

Financial Impacts:

N/A

Tentative Timelines:

N/A



City of Northfield

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

Meeting Minutes - Draft City Council

Tuesday, May 5, 2026

6:00 PM

Council Chambers

6:00 PM - CITY COUNCIL MEETING AGENDA

CALL TO ORDER

Mayor Zweifel called the meeting to order at 6:00 p.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: City Administrator Ben Martig; Community Development Director Scott Wopata; Police Chief Jeff Schroepfer; Public Works Director/City Engineer David Bennett, and City Clerk Lynette Peterson. City Attorney Chris Hood attended via interactive television.

OPEN PUBLIC COMMENT

Krissa Anderson addressed the Council regarding concerns with the Harvest Hills 2nd Addition Preliminary Plat.

APPROVAL OF AGENDA

A motion was made by Council Member Ness, seconded by Council Member Sokup, to approve the agenda. 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

PRESENTATIONS

1. [26-223](#) Presentation of Northfield Hospital and Clinics 2025 Audit.

Korey Boelter, CPA with Clifton Larson Allen, presented on the 2025 Northfield Hospital and Clinics Audit. Eric Guth, Chief Financial Officer of Northfield Hospital and Clinics, added additional information and answered questions from the Council. Zander Abbott, Chief Executive Officer of Northfield Hospital and Clinics, was also present.

CONSENT AGENDA

A motion was made by Council Member Ness, seconded by Council Member Beumer, to approve the Consent Agenda. 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

2. [26-224](#) Consider Approval of April 21, 2026 City Council Meeting Minutes.
3. [26-225](#) Consider Approving Disbursements totaling \$3,154,076.11
4. [Res. 2026-047](#) Consider Adopting Schedule for 2027 City Council Meetings.
5. [Res. 2026-048](#) Consideration of a Conditional Use Permit for Black Bear Wellness MN to Operate a Cannabis Retail Establishment at 680 Professional Dr.
6. [26-226](#) Approve miscellaneous/concessions license for Northfield Senior Citizens, Inc. DBA FiftyNorth Popcorn Wagon.
7. [26-227](#) Consider Motion for Contract Amendment #2 for Professional Services for the 2026 Mill and Overlay and Mill Towns State Trail Improvements Project.
8. [26-228](#) Consider Motion Approving Permanent and Temporary Easement for the 2026 Mill and Overlay and Mill Towns State Trail Improvements Project.

REPORTS FROM THE MAYOR AND COUNCILMEMBERS

9. [26-229](#) Reports From the Mayor and Council Members.

Council Member Holmes - No report.

Council Member Dahlen - No report.

Council Member Beumer - EDA Meeting.

Council Member Sokup - No report.

Council Member Peterson White - EDA Meeting.

Council Member Ness - No report.

Mayor Zweifel - Celebrate Asia Pasifika Library Event; Mosaic Workshop with Artist Michael Sweere.

REGULAR AGENDA

10. [26-231](#) Presentation of Summary Conclusions of the Evaluation of the Performance of Ben Martig, City Administrator, Pursuant to Minn. Stat. §13D.05, subd. 3.

Mayor Zweifel introduced the item reporting on the City Administrator's performance review from the May 4, 2026 special closed meeting. Mr. Martig did not request that such meeting be open to the public. As a result, the evaluation of Mr. Martig's performance took place in a closed meeting as provided under Minnesota Open Meeting Law.

Mayor Zweifel provided a summary of conclusions reached by the City Council from the May 4, 2026 evaluation: The performance review included an update from Administrator Martig on the progress of personal and professional growth and goals from the current review period in accordance with the City Council Policy 1.02 City Administrator Performance Review Policy. The City Council appreciates Mr. Martig's service and dedication to the City and looks forward to the full performance evaluation later this year.

11. [Res. 2026-049](#) Consideration of Resolution Accepting Tree Donation for City Parks and

Street Rights-of-Way.

Public Works Director/City Engineer David Bennett reported that the City of Northfield has been offered a generous donation in the amount of \$125,000 to support the planting of trees throughout the community. This contribution is being made by Karl Reichert on behalf of the Loren Dean and Betty Ann Reichert Charitable Fund. The funds will be dedicated to the replacement of expired or declining trees, as well as the planting of new trees within the City's park system and along public street rights-of-way.

A motion was made by Council Member Holmes, seconded by Council Member Beumer, to approve Resolution No. 2026-049 Accepting Monetary Donation for Tree Planting in City Parks and Public Rights-of-Way. 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

12. [Res. 2026-050](#) Resolution for Harvest Hills 2nd Addition Preliminary Plat.

Community Development Director Scott Wopata presented on the Harvest Hills 2nd Addition including what the proposed project includes, public input and engagement and approval criteria.

Public Works Director/City Engineer David Bennett addressed stormwater concerns along with traffic and pedestrian safety.

Wopata addressed zoning change and plat history.

Wopata and Bennett answered questions from the Council. City Attorney Chris Hood also answered questions from the Council.

Wopata continued presenting regarding the review of criteria for compliance with Land Development Code.

Wopata and Bennett answered additional questions from the Council.

Jason Hill addressed the Council regarding the Harvest Hills 2nd Addition Preliminary Plat asking for an Environmental Impact Statement (EIS) to be conducted.

Beth Dahle addressed the Council regarding delaying the approval of the Harvest Hills 2nd Addition Preliminary Plat for two weeks.

Bruce Hamilton addressed the Council regarding concerns of the volume of traffic with the addition of Harvest Hills 2nd Addition Preliminary Plat.

Arlys Kreis addressed the Council regarding concerns of the number of additional cars and traffic in conjunction with the Harvest Hills 2nd Addition.

City Attorney Chris Hood added information regarding the decision on the Preliminary Plat criteria. City Administrator Ben Martig also added information on the subject.

A motion was made by Council Member Beumer, seconded by Council Member Dahlen, to postpone Resolution No. 2026-050 Approving a Preliminary Plat for Harvest Hills 2nd Addition to the May 19, 2026 Council Meeting. The motion failed by the following vote:

Yes: 2 - C. Beumer, and C. Dahlen

No: 5 - C. Ness, C. Holmes, C. Sokup, C. Peterson White, and Mayor Zweifel

Council continued discussion regarding the Harvest Hills Second Addition Preliminary Plat.

A motion was made by Council Member Peterson White, seconded by Council Member Holmes, to approve Resolution No. 2026-050 Approving a Preliminary Plat for Harvest Hills 2nd Addition. 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

ADMINISTRATORS UPDATE

13. [26-230](#)

City Administrator's Update.

City Administrator Ben Martig provided a legislative update.

ADJOURN

A motion was made by Council Member Ness, seconded by Council Member Beumer, to adjourn the meeting at 8:07 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



Legislation Text

File #: 26-259, Version: 1

City Council Meeting Date: May 19, 2026

To: Mayor and City Council
City Administrator

From: Lynette Peterson, City Clerk

Consider Approval of May 12, 2026 City Council Work Session Minutes.

Action Requested:

The City Council is asked to consider approval of the May 12, 2026 City Council Work Session Minutes.

Summary Report:

N/A

Alternative Options:

N/A

Financial Impacts:

N/A

Tentative Timelines:

N/A



City of Northfield

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

Meeting Minutes - Draft City Council

Tuesday, May 12, 2026

6:00 PM

Council Chambers

Work Session

6:00 PM - CITY COUNCIL WORK SESSION AGENDA

CALL TO ORDER

Mayor Zweifel called the meeting to order at 6:01 p.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: Utilities Manager Justin Wagner, Public Works Director/City Engineer David Bennett, Community Development Director Scott Wopata, Police Chief Jeff Schroepfer, City Administrator Ben Martig and City Clerk Lynette Peterson.

REGULAR AGENDA

1. [26-250](#) Review Northfield Community Resource Center Financial Review and Related Leases.

Council Member Peterson White joined the meeting at 6:02 p.m.

Community Development Director Scott Wopata gave background on the item. Wopata's presentation included goals of the NCRC, isolating variables, sustainable financial model and change process.

Wopata answered questions from the Council. Council provided feedback. City Administrator Ben Martig added additional comments.

RECESS

Council recessed at 7:09 p.m. Council meeting resumed at 7:18 p.m.

2. [26-251](#) Review Central Business District Existing Short Term Parking Regulations and Potential Changes.

Public Works Director/City Engineer David Bennett gave background information on short-term parking regulations and potential changes. Council provided feedback on locations for 20 minute parking in the downtown along with accessible parking. Council indicated support for adding short-term parking on both sides of each street block. In addition, Council indicated a preference for added ADA parking.

City Administrator Ben Martig added additional information.

3. [26-252](#) Discuss Winter Parking Rules and Overnight 2 a.m. to 6 a.m. November 15 to March 15 Winter On-Street Parking Ban.

Public Works Director/City Engineer David Bennett gave background on winter parking rules and overnight 2 a.m. to 6 a.m. parking from November 15 to March 15 winter on-street parking ban.

Council provided feedback on winter parking and lifting the winter parking ban. Council indicated to provide resolution with college student parking, such as residential parking permits, before lifting the winter parking ban. Police Chief Jeff Schroepfer added additional feedback. Bennett answered questions from the Council.

4. [26-253](#) Discussion of Utility Rates for 2027, 5-Year Utility Capital Improvement Plan (CIP) and Capital Equipment Plan (CEP) 2027-2031.

Public Works Director/City Engineer David Bennett introduced the item giving background on the Water Fund, Wastewater Fund, Storm Water Fund and Garbage Fund. Utilities Manager Justin Wagner provided additional information. Council gave input regarding the funds.

EXTEND THE MEETING

A motion was made by Council Member Beumer, seconded by Council Member Peterson White, to extend the meeting until business is complete. 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

- [26-253](#) Discussion of Utility Rates for 2027, 5-Year Utility Capital Improvement Plan (CIP) and Capital Equipment Plan (CEP) 2027-2031.

The Council provided additional feedback on this item.

ADJOURN

A motion was made by Council Member Ness, seconded by Council Member Beumer, to adjourn the meeting at 9:07 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



Legislation Text

File #: 26-260, Version: 1

City Council Meeting Date: May 19, 2026

To: Mayor and City Council
City Administrator

From: Mary Grant, Accounting Supervisor

Consider Approving Disbursements totaling \$1,240,835.64

Action Requested:

The Northfield City Council approves disbursements totaling \$1,240,835.64.

Summary Report:

Disbursement Description	Date	Amount
5/01/26 Payroll	05/01/2026	308,932.45
5/01/26 PR Ck's EFT's	05/01/2026	396,548.16
5/08/26 A/P Ck's EFT's	05/08/2026	535,355.03
Total		\$1,240,835.64

Alternative Options:

N/A

Financial Impacts:

They are within the limitations of the approved budget and resources available.

Tentative Timelines:

N/A

CHECK DISBURSEMENT REPORT FOR CITY OF NORTHFIELD

CHECK DATE 04/27/2026 - 05/01/2026

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount	
Fund: 101 General Fund								
Dept: 0000 Revenue								
05/01/2026	MAIN	140864	MN CHILD SUPPORT PAYMENT CNTR	Remittance	22170	0000	196.12	
04/27/2026	MAIN	4096(A)*#	FLAHERTY & HOOD, P.A.	ECUP26-0002 - PCUP26-0002	22205	0000	222.50	
05/01/2026	MAIN	4112(E)	ICMA RETIREMENT TRUST - #303324	Remittance	22143	0000	1,211.31	
				Remittance	22149	0000	713.46	
		Check MAIN 4112(E) Total for Fund 101 General Fund						1,924.77
05/01/2026	MAIN	4113(E)	IRS - PAYROLL DRAFT	Remittance	22110	0000	42,412.45	
				Remittance	22113	0000	20,422.14	
				Remittance	22113	0000	20,422.14	
				Remittance	22114	0000	6,346.26	
				Remittance	22114	0000	6,346.26	
		Check MAIN 4113(E) Total for Fund 101 General Fund						95,949.25
05/01/2026	MAIN	4114(E)	MINNESOTA STATE RETIREMENT SYSTEM	Remittance	22144	0000	4,515.78	
				Remittance	22147	0000	1,984.25	
				Remittance	22142	0000	213.05	
				Remittance	22142	0000	383.96	
				Remittance	22142	0000	240.57	
				Remittance	22142	0000	144.72	
				Remittance	22142	0000	3,351.98	
				Remittance	22142	0000	1,242.20	
				Remittance	22142	0000	1,803.62	
				Remittance	22142	0000	559.97	
				Remittance	22142	0000	218.12	
				Remittance	22142	0000	205.07	
				Remittance	22142	0000	1,066.96	
				Remittance	22142	0000	341.78	
				Remittance	22142	0000	524.90	
				Remittance	22142	0000	168.84	
				Remittance	22142	0000	5,071.57	
		Check MAIN 4114(E) Total for Fund 101 General Fund						22,037.34
05/01/2026	MAIN	4115(E)	MN DEPT OF REVENUE	Remittance	22170	0000	150.00	
05/01/2026	MAIN	4116(E)	MN DEPT OF REVENUE - PAYROLL DRAFT	Remittance	22112	0000	19,578.65	
05/01/2026	MAIN	4117(E)	PERA - DRAFT FROM PAYROLL	Remittance	22140	0000	22,062.33	
				Remittance	22140	0000	25,456.60	
				Remittance	22140	0000	12,973.49	
				Remittance	22140	0000	19,460.26	
				Remittance	22140	0000	66.04	
				Remittance	22140	0000	66.04	
		Check MAIN 4117(E) Total for Fund 101 General Fund						80,084.76
05/01/2026	MAIN	4118(E)	VANTAGEPOINT TRANSFER AGENTS-#7061	Remittance	22148	0000	378.47	
Total For Dept: 0000							220,521.86	
Dept: 4110 Administration								
04/27/2026	MAIN	4096(A)*#	FLAHERTY & HOOD, P.A.	GENERAL LEGAL SERVICES CIVIL	43304	4110	1,128.75	
				COUNCIL LEGAL	43304	4110	3,362.50	

CHECK DISBURSEMENT REPORT FOR CITY OF NORTHFIELD

CHECK DATE 04/27/2026 - 05/01/2026

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 General Fund							
Dept: 4110 Administration							
Check MAIN 4096(A) Total for Fund 101 General Fund							4,491.25
Total For Dept: 4110							4,491.25
Dept: 4190 City Hall Operations							
04/27/2026	MAIN	4103(A)	MEI TOTAL ELEVATOR SOLUTIONS	PREVENTATIVE MAINTENANCE LABOR AND MATER	42220	4190	234.09
Total For Dept: 4190							234.09
Dept: 4200 Police Administration							
04/27/2026	MAIN	4096(A)*#	FLAHERTY & HOOD, P.A.	MAR ERPO LEGAL SERVICES	43300	4200	1,792.18
Total For Dept: 4200							1,792.18
Dept: 4330 Facilities							
04/27/2026	MAIN	4095(A)*#	EPIC ENTERPRISES, INC	MARCH 2026 CLEANING SERVICES	43306	4330	1,463.00
Total For Dept: 4330							1,463.00
Dept: 4520 General Parks							
04/27/2026	MAIN	4093(A)*#	CLEAN RIVER PARTNERS	SPLASH PAD FEASIBILITY STUDY (GREENVALE)	43300	4520	10,000.00
Total For Dept: 4520							10,000.00
Dept: 4550 Library							
04/27/2026	MAIN	4098(A)	INNOVATIVE OFFICE SOLUTIONS, LLC	NAPKINS & PAPER LABELS & FRAMES	42218	4550	88.43
Check MAIN 4098(A) Total for Fund 101 General Fund							263.09
04/27/2026	MAIN	4108(A)	SELCO	ILS PACKAGE	43307	4550	2,468.63
04/27/2026	MAIN	4110(A)	TORRES CAMARGO, NATALIA	NOTARY REGISTER AT RICE COUNTY MILEAGE TO FARIBO GOVERNMENT SERVICES	44463	4550	22.50
Check MAIN 4110(A) Total for Fund 101 General Fund							42.37
Total For Dept: 4550							2,774.09
Total For Fund: 101							241,276.47
Fund: 211 NCRC							
Dept: 4580 NCRC							
04/27/2026	MAIN	4095(A)*#	EPIC ENTERPRISES, INC	NCRC MISC CLEANING MARCH 2026	43306	4580	414.78
Total For Dept: 4580							414.78
Dept: 4585 Wellness Center							
04/27/2026	MAIN	4111(A)	WATER SPECIALTY OF MN, INC.	VIDEO ANALYSIS OF SPA LEAKS AT NCRC	43305	4585	200.00
Total For Dept: 4585							200.00
Total For Fund: 211							614.78
Fund: 240 Library Gift Fund							
Dept: 4900 Other Financing Uses							
04/27/2026	MAIN	4100(A)	KATLIN HEIDGERKEN-GREENE	PLA CONFERENCE MILEAGE	43309	4900	62.35
04/27/2026	MAIN	4101(A)	Laurie Kodet	PLA MILEAGE	43309	4900	62.35

CHECK DISBURSEMENT REPORT FOR CITY OF NORTHFIELD

CHECK DATE 04/27/2026 - 05/01/2026

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 240 Library Gift Fund							
Dept: 4900 Other Financing Uses							
04/27/2026	MAIN	4105(A)	NELSON, AMY C.	PLA CONFERENCE MEALS & MILEAGE	43309	4900	149.01
04/27/2026	MAIN	4106(A)	RICHARD GARDNER	PLA MILEAGE AND PARKING	43309	4900	71.35
Total For Dept: 4900							345.06
Total For Fund: 240							345.06
Fund: 290 EDA							
Dept: 5100 EDA General Operating							
04/27/2026	MAIN	4096(A)*#	FLAHERTY & HOOD, P.A.	EDA LEGAL	43304	5100	1,075.00
Total For Dept: 5100							1,075.00
Total For Fund: 290							1,075.00
Fund: 295 HRA							
Dept: 5200 HRA General Operating							
04/27/2026	MAIN	4104(A)	MELISSA HANSON	Q1 2026 MILEAGE - HANSON	43331	5200	181.25
Total For Dept: 5200							181.25
Dept: 5220 HRA LMI Housing							
04/27/2026	MAIN	4109(A)	THREE RIVERS COMMUNITY ACTION, INC	MARCH 2026 EXPENSES	43309	5220	415.60
Total For Dept: 5220							415.60
Total For Fund: 295							596.85
Fund: 426 2025 CAPITAL PROJECTS							
Dept: 4800 Other Services							
04/27/2026	MAIN	4096(A)*#	FLAHERTY & HOOD, P.A.	STRT2022-A70 STREET	45520	4800	913.75
Total For Dept: 4800							913.75
Total For Fund: 426							913.75
Fund: 427 2026 CAPITAL PROJECTS							
Dept: 4800 Other Services							
04/27/2026	MAIN	4092(A)*#	BOLTON & MENK, INC.	SPRING ST/FREMOUW AV RAILROAD CROSSING I	45520	4800	11,190.50
				SPRING CREEK RD/MTST PROF SVCS 2/28-3/27	45520	4800	10,360.00
Check MAIN 4092(A) Total for Fund 427 2026 CAPITAL PROJECTS							21,550.50
Total For Dept: 4800							21,550.50
Total For Fund: 427							21,550.50
Fund: 428 2027 CAPITAL PROJECTS							
Dept: 4800 Other Services							
04/27/2026	MAIN	4092(A)*#	BOLTON & MENK, INC.	2027 RECLAMATION TOPOGRAPHIC SURVEY SERV	45520	4800	19,213.50
Total For Dept: 4800							19,213.50
Total For Fund: 428							19,213.50
Fund: 451 Park Fund							
Dept: 4520 General Parks							

CHECK DISBURSEMENT REPORT FOR CITY OF NORTHFIELD

CHECK DATE 04/27/2026 - 05/01/2026

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 451 Park Fund							
Dept: 4520 General Parks							
04/27/2026	MAIN	4092(A)*#	BOLTON & MENK, INC.	2026 PARK IMPROVEMENTS - DRESDEN & CENTR SKATEBOARD PARK PHASE II PROF SVSC FEB 2	45520	4520	55.50
					45520	4520	5,070.50
			Check MAIN 4092(A) Total for Fund 451 Park Fund				5,126.00
Total For Dept: 4520							5,126.00
Total For Fund: 451							5,126.00
Fund: 458 MILL TOWN TRAIL WOODLEY TO WATERFORD BRI							
Dept: 4800 Other Services							
04/27/2026	MAIN	4097(A)	I&S GROUP	MTST FINAL DESIGN/CONSTRUCT PROF SVCS TO	45520	4800	10,864.40
Total For Dept: 4800							10,864.40
Total For Fund: 458							10,864.40
Fund: 459 ICE ARENA CONSTRUCTION							
Dept: 4800 Other Services							
04/28/2026	MAIN	140863	RJM CONSTRUCTION	PAY #14 M40 NEW ICE ARENA PROF SVCS 4/1-	45520	4800	57,213.75
Total For Dept: 4800							57,213.75
Total For Fund: 459							57,213.75
Fund: 601 Water Fund							
Dept: 6000 Water							
04/27/2026	MAIN	4093(A)*#	CLEAN RIVER PARTNERS	2026 QTR 1 WATER CONSERVATION EDUCATION	43300	6000	2,830.00
Total For Dept: 6000							2,830.00
Total For Fund: 601							2,830.00
Fund: 602 Sewer Fund							
Dept: 6100 Wastewater							
04/27/2026	MAIN	4092(A)*#	BOLTON & MENK, INC.	NW AREA SANITARY SEWER PROF SVSC-WSTR202	43300	6100	7,830.50
04/27/2026	MAIN	4095(A)*#	EPIC ENTERPRISES, INC	MARCH 2026 CLEANING SERVICES WWTP	43302	6100	152.00
04/27/2026	MAIN	4102(A)	MACQUEEN EQUIPMENT	CAMERA TRUCK DISPLAY VIDEO REPAIR JETVAC REPAIR-HYDRAULIC LEAK WO#5310 #28	42222	6100	1,445.83
					42222	6100	1,767.73
			Check MAIN 4102(A) Total for Fund 602 Sewer Fund				3,213.56
Total For Dept: 6100							11,196.06
Total For Fund: 602							11,196.06
Fund: 604 Storm Water Drainage							
Dept: 6300 Storm Water Drainage							
04/27/2026	MAIN	4092(A)*#	BOLTON & MENK, INC.	NEIGHBORHOOD FLOODING PROF SVCS 2/28-3/2	45520	6300	8,514.50
04/27/2026	MAIN	4093(A)*#	CLEAN RIVER PARTNERS	2026 Q1 STORMWATER EDUCATION ACTIVITIES 2025 Q4 STORMWATER EDUCATON ACTIVITES OC	43300	6300	5,510.30
					43300	6300	8,940.00
			Check MAIN 4093(A) Total for Fund 604 Storm Water Drainage				14,450.30
04/27/2026	MAIN	4096(A)*#	FLAHERTY & HOOD, P.A.	K45 STORMWATER & DISCHARGE LEGAL	43300	6300	112.50
Total For Dept: 6300							23,077.30

CHECK DISBURSEMENT REPORT FOR CITY OF NORTHFIELD

CHECK DATE 04/27/2026 - 05/01/2026

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 604 Storm Water Drainage							
Total For Fund: 604							23,077.30
Fund: 609 Liquor Store							
Dept: 6410 Liquor Store - Operations							
04/27/2026	MAIN	4094(A)	CULLIGAN OF NORTHFIELD	DRINKING WATER LIQ	42218	6410	100.54
04/27/2026	MAIN	4099(A)	KARIN IVERS	MILEAGE - MMBA CONF.	43331	6410	255.20
04/27/2026	MAIN	4107(A)	RR LARSON & ASSOCIATES	RADIO ADS LIQ MARCH 26	43342	6410	299.00
Total For Dept: 6410							654.74
Total For Fund: 609							654.74
Report Total:							396,548.16

'*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND

'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

CHECK DISBURSEMENT REPORT FOR CITY OF NORTHFIELD

CHECK DATE 05/04/2026 - 05/08/2026

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 General Fund							
Dept: 0000 Revenue							
05/07/2026	MAIN	140868#	APG MEDIA of SOUTHERN MINNESOTA	ECUP26-0001 - PCUP26-0001	22205	0000	115.13
				EMPP26-0002 - PMPP26-0001	22205	0000	122.80
			Check MAIN 140868	Total for Fund 101 General Fund			237.93
05/07/2026	MAIN	140948#	NORTHFIELD CONVENTION AND VISITORS	LESS 5% ADMIN FEE	31410	0000	(633.09)
				LESS 5% ADMIN FEE	31410	0000	(306.94)
			Check MAIN 140948	Total for Fund 101 General Fund			(940.03)
Total For Dept: 0000							(702.10)
Dept: 4100 Mayor & City Council							
05/07/2026	MAIN	140890*#	CITY OF NORTHFIELD	CITY/HOSP GOV COMM MEAL	43331	4100	72.89
05/07/2026	MAIN	140903	FREDRIKSON & BYRON PA	IMMIGRATION TRAINING	43313	4100	830.50
Total For Dept: 4100							903.39
Dept: 4110 Administration							
05/07/2026	MAIN	140890*#	CITY OF NORTHFIELD	ADMIN SERV MEAL	43331	4110	160.12
05/07/2026	MAIN	140899	ECKBERG LAMMERS	APR PROSECUTION FEES	43304	4110	8,242.47
05/07/2026	MAIN	140928	KUTAK ROCK LLP	SALES TAX LEGISLATION LEGAL REVIEW	43304	4110	812.00
Total For Dept: 4110							9,214.59
Dept: 4125 Elections							
05/07/2026	MAIN	140868#	APG MEDIA of SOUTHERN MINNESOTA	ELECTION FILING PUBLICATION	43351	4125	138.15
Total For Dept: 4125							138.15
Dept: 4150 Human Resources							
05/07/2026	MAIN	140901	FIRST ADVANTAGE BACKGROUND SERVICE	BACKGROUND CHECKS	43308	4150	449.14
				BACKGROUND CHECKS	43308	4150	650.52
				BACKGROUND CHECKS	43308	4150	61.63
			Check MAIN 140901	Total for Fund 101 General Fund			1,161.29
05/07/2026	MAIN	140922	INDUSTRIAL HEALTH SERVICES NETWORK	DRUG SCREENS & MRO SERVICES	43308	4150	249.50
05/07/2026	MAIN	140949	NOVACARE REHABILITATION	POST OFFER EMPLOYMENT TESTING - FAHNING	43308	4150	185.00
Total For Dept: 4150							1,595.79
Dept: 4160 Community Development							
05/07/2026	MAIN	140881*#	BRUCE DAVID JACOBSON	5TH AND WASHINGTON DEVELOPMENT REVIEW	43300	4160	250.00
05/07/2026	MAIN	140918*#	HOUSEAL LAVIGNE ASSOCIATES LLC	MARCH 2026-ZONING CODE UPDATE	43300	4160	6,987.47
Total For Dept: 4160							7,237.47
Dept: 4170 Planning							
05/07/2026	MAIN	140943	NEW HISTORY, INC.	APRIL 2026 - PRESERVATION CONSULTING	43300	4170	3,978.75
Total For Dept: 4170							3,978.75
Dept: 4190 City Hall Operations							
05/07/2026	MAIN	140867*#	AMPION PBC	MAY 2026 - COMMUNITY SOLAR	43381	4190	2,383.59

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Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 General Fund							
Dept: 4190 City Hall Operations							
05/07/2026	MAIN	140887*#	CINTAS	MATS AT CITY HALL	43302	4190	57.15
05/07/2026	MAIN	140888*#	CINTAS CORPORATION	FIRST AID RESTOCK	43302	4190	75.59
05/07/2026	MAIN	140936*#	MENARD'S -DUNDAS	COPPER, RATCH WRENCH, PLASTICWOOD FILLER	42218	4190	64.22
05/07/2026	MAIN	140984	TOSHIBA FINANCIAL SERVICES	MAY RENT/OVGS MARCH FINANCE 89469	43352	4190	171.92
Total For Dept: 4190							2,752.47
Dept: 4200 Police Administration							
05/07/2026	MAIN	140866*#	AMAZON CAPITAL SERVICES	DESK RISER GARBAGE CANS MAGIC ERASER HOO TONER FOR BCA PRINTER POWER STRIP GUN MAINTENANCE SUPPLIES BOOTS - FAHNING COTTON SWABS	42218	4200	164.36 249.89 39.98 66.29 165.85 10.12
Check MAIN 140866 Total for Fund 101 General Fund							696.49
05/07/2026	MAIN	140867*#	AMPION PBC	MAY 2026 - COMMUNITY SOLAR	43381	4200	2,295.18
05/07/2026	MAIN	140886*#	CHARTER COMMUNICATIONS	PD CABLE MAY 2026	43320	4200	10.05
05/07/2026	MAIN	140887*#	CINTAS	PD FLOOR MATS	42220	4200	75.99
05/07/2026	MAIN	140895	DEPUTY REGISTRAR	2017 DODGE REG 4334 RENEW	42218	4200	16.25
05/07/2026	MAIN	140896	DOUG'S AUTO SERVICE	LOF 04.17.26 LOF 2503 04.29.26	42222	4200	72.25 74.33
Check MAIN 140896 Total for Fund 101 General Fund							146.58
05/07/2026	MAIN	140908#	GRAPHIC MAILBOX	SHIPPING BCA SHIPPING BCA SHIPPING BCA	42218	4200	9.89 17.11 16.16
Check MAIN 140908 Total for Fund 101 General Fund							43.16
05/07/2026	MAIN	140911	GUARDIAN SUPPLY	PANTS BRAVO PANTS TORRES PANTS VAALE MISC BELT ITEMS JANDRO SHIRTS TORRES SHIRTS SCHROEPFER UNIFORMS FAHNING	41115	4200	204.97 204.97 304.96 82.94 124.97 502.89 1,937.67
Check MAIN 140911 Total for Fund 101 General Fund							3,363.37
05/07/2026	MAIN	140930	LAVERGNE S. ADELMANN	FIRST AID CLASS FOR RESERVES	43332	4200	315.00
05/07/2026	MAIN	140931	LAW ENFORCEMENT SYSTEMS INC.	DOG WARNING DOOR HANGERS	42218	4200	128.00
05/07/2026	MAIN	140936*#	MENARD'S -DUNDAS	CAR WASH SOAP	42218	4200	15.96
05/07/2026	MAIN	140976	STORM TRAINING GROUP	RBT INSTRUCTOR VAALE FISHER	43332	4200	1,398.00
05/07/2026	MAIN	140979	TEDDER INDUSTRIES, LLC	HOLSTERS	42218	4200	441.30
05/07/2026	MAIN	140980	THOMSON REUTERS - WEST	CLEAR PROFLEX APR 2026	43300	4200	314.00

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Fund: 101 General Fund							
Dept: 4200 Police Administration							
05/07/2026	MAIN	140986	VERIZON WIRELESS	PD CELL PHONES	43320	4200	1,865.55
05/07/2026	MAIN	140987**	WATER SYSTEMS COMPANY	PD WATER QTY 5	42218	4200	43.75
Total For Dept: 4200							<u>11,168.63</u>
Dept: 4310 Streets							
05/07/2026	MAIN	140866**	AMAZON CAPITAL SERVICES	SHOP SUPPLY- 2 PACK RETRACTABLE KEY CHAI ORGANIC GARDENING SPRAY, KLEENEX, DISH S	42218	4310	13.99
Check MAIN 140866 Total for Fund 101 General Fund							<u>60.27</u>
05/07/2026	MAIN	140867**	AMPION PBC	MAY 2026 - COMMUNITY SOLAR	43381	4310	844.98
05/07/2026	MAIN	140872	BAUER BUILT TIRE & SERVICE	TIRES WO#5307 #5130	42222	4310	520.20
05/07/2026	MAIN	140875	BIG TOP TENT RENTAL, INC.	MARCH 2026 - WAY PARK, CITY HALL & DOG P	42218	4310	160.50
05/07/2026	MAIN	140884	CENTRAL FARM SERVICE	MARCH 2026 FUEL	42212	4310	4,459.97
05/07/2026	MAIN	140887**	CINTAS	RYAN KIEFER UNIFORM	42218	4310	10.91
Check MAIN 140887 Total for Fund 101 General Fund							<u>10.91</u>
05/07/2026	MAIN	140888**	CINTAS CORPORATION	FIRST AID SUPPLIES	42218	4310	102.34
05/07/2026	MAIN	140898#	EARL F. ANDERSEN, INC	ARROW SIGN & HARDWARE	42229	4310	276.25
05/07/2026	MAIN	140908#	GRAPHIC MAILBOX	BOX FOR SHIPPING PART OF SPEED SIGN-PD	42218	4310	11.00
05/07/2026	MAIN	140912#	GUTH ELECTRIC, INC	FOUNTAIN PUMP INSTALLATION	43315	4310	190.00
05/07/2026	MAIN	140929	L MFG & E, INC.	DUMPSTER RENTAL FOR APRIL 2026	42218	4310	50.00
05/07/2026	MAIN	140932	LAWSON PRODUCTS, INC.	SLOTTED HEX NUTS	42222	4310	77.35
Check MAIN 140932 Total for Fund 101 General Fund							<u>114.40</u>
05/07/2026	MAIN	140933	MARTIN MARIETTA MATERIALS, INC.	HOT MIX	42218	4310	153.18
05/07/2026	MAIN	140936**	MENARD'S -DUNDAS	NYLON CABLE TIES	42222	4310	282.61
Check MAIN 140936 Total for Fund 101 General Fund							<u>627.54</u>
05/07/2026	MAIN	140938#	MIDWEST MACHINERY CO.	TIRE AND RIMS WO#5305 #0268	42222	4310	164.27
05/07/2026	MAIN	140946**	NORTHFIELD ACE HARDWARE	FASTENERS	42218	4310	21.94
Check MAIN 140936 Total for Fund 101 General Fund							<u>7.98</u>
05/07/2026	MAIN	140938#	MIDWEST MACHINERY CO.	TIRE AND RIMS WO#5305 #0268	42222	4310	366.50
05/07/2026	MAIN	140946**	NORTHFIELD ACE HARDWARE	FASTENERS	42218	4310	1.02
Check MAIN 140936 Total for Fund 101 General Fund							<u>40.98</u>
05/07/2026	MAIN	140946**	NORTHFIELD ACE HARDWARE	FASTENERS	42218	4310	40.98
05/07/2026	MAIN	140946**	NORTHFIELD ACE HARDWARE	GFI TESTER AND CHISEL	42218	4310	120.96
05/07/2026	MAIN	140946**	NORTHFIELD ACE HARDWARE	VINEGAR, WEED GRASS SPRAY AND TANK SPRAY	42218	4310	120.96
05/07/2026	MAIN	140946**	NORTHFIELD ACE HARDWARE	WEED CONTROL - VINEGAR	42218	4310	208.93

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Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 General Fund							
Dept: 4310 Streets							
				SCREWS	42218	4310	36.99
		Check MAIN 140946	Total for Fund 101 General Fund				408.88
05/07/2026	MAIN	140964	RDO EQUIPMENT CO	JD LOADER REPAIR WO#5248 #6770	42222	4310	2,405.48
05/07/2026	MAIN	140967	ROCK OIL REFINING, INC.	USED OIL FILTERS	42218	4310	60.00
05/07/2026	MAIN	140973	SOUTHERN MN INSPECTION CO, LLC	HOIST INSPECTIONS	42222	4310	1,012.50
05/07/2026	MAIN	140978	SYSTEMS & TELEMATIC SOLUTIONS, LLC	GEO TABS	43318	4310	492.00
05/07/2026	MAIN	140988	WELLNITZ, DAVID	2026 MEADOWS PARK GARDEN TILLING	42218	4310	200.00
Total For Dept: 4310							13,052.88
Dept: 4320 Street Lighting							
05/07/2026	MAIN	140867*#	AMPION PBC	MAY 2026 - COMMUNITY SOLAR	43381	4320	15.29
				MAY 2026 - COMMUNITY SOLAR	43381	4320	15.39
		Check MAIN 140867	Total for Fund 101 General Fund				30.68
05/07/2026	MAIN	140912#	GUTH ELECTRIC, INC	5TH AND WATER LIGHT	42228	4320	114.00
05/07/2026	MAIN	140993	XCEL ENERGY	3/15/2026 - 4/14/2026 STREET LIGHTING	43381	4320	20,278.04
Total For Dept: 4320							20,422.72
Dept: 4330 Facilities							
05/07/2026	MAIN	140946*#	NORTHFIELD ACE HARDWARE	LITHIUM BATTERIES	42218	4330	13.99
05/07/2026	MAIN	140994	XCEL ENERGY	APRIL 2026 - TRANSIT HUB ELECTRIC	43381	4330	417.57
Total For Dept: 4330							431.56
Dept: 4510 Ice Arena							
05/07/2026	MAIN	140886*#	CHARTER COMMUNICATIONS	Arena - additional receiver	43320	4510	60.77
Total For Dept: 4510							60.77
Dept: 4520 General Parks							
05/07/2026	MAIN	140865	ADVANTAGE SIGN & GRAPHICS, INC	MEMORIAL PLAQUE RAY COX CITY INV#0413202	42218	4520	613.99
05/07/2026	MAIN	140866*#	AMAZON CAPITAL SERVICES	WO#5292 #6070 2 PIN WATERPROOF FLANGE CO	42222	4520	61.98
05/07/2026	MAIN	140867*#	AMPION PBC	MAY 2026 - COMMUNITY SOLAR	43381	4520	165.49
05/07/2026	MAIN	140881*#	BRUCE DAVID JACOBSON	PARKS + PLAYGROUND IMPROVEMENT PROJECTS	43300	4520	2,187.50
				HOME GARDEN SHOW/ LIONS MTG/VIKING TER	43300	4520	3,000.00
		Check MAIN 140881	Total for Fund 101 General Fund				5,187.50
05/07/2026	MAIN	140898#	EARL F. ANDERSEN, INC	MULCH FOR PLAYGROUNDS	43313	4520	3,399.50
05/07/2026	MAIN	140902	FLAGSHIP RECREATION LLC	TODDLER SWINGS	43313	4520	1,121.00
05/07/2026	MAIN	140936*#	MENARD'S -DUNDAS	BATTING CAGES	43313	4520	53.70
				PARK GARBAGES-CONTRACTOR BAGS, MARKERS	43313	4520	188.84
		Check MAIN 140936	Total for Fund 101 General Fund				242.54
05/07/2026	MAIN	140938#	MIDWEST MACHINERY CO.	DISC REPAIR WO#5317 #5913	42222	4520	122.27
				TURF SEEDER REPAIR WO#5316 #3755	42222	4520	13.52

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Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 General Fund							
Dept: 4520 General Parks							
Check MAIN 140938 Total for Fund 101 General Fund							135.79
05/07/2026	MAIN	140941**	MTI DISTRIBUTING CO	TORO 5900 REPAIR WO#5292 #6070	42222	4520	42.94
				TORO MOWER REPAIR WO#5306 #1439	42222	4520	232.67
				TORO 4100 DECK REPAIRS WO#5176 #1268	42222	4520	2,724.29
Check MAIN 140941 Total for Fund 101 General Fund							2,999.90
05/07/2026	MAIN	140947**	NORTHFIELD AREA CHAMBER OF COMMERC MARKET FAIR PARK PROJECT OUTREACH		43300	4520	355.00
Total For Dept: 4520							14,282.69
Dept: 4530 Athletic Facilities							
05/07/2026	MAIN	140867**	AMPION PBC	MAY 2026 - COMMUNITY SOLAR	43381	4530	261.13
Total For Dept: 4530							261.13
Dept: 4540 Outdoor Pool							
05/07/2026	MAIN	140867**	AMPION PBC	MAY 2026 - COMMUNITY SOLAR	43381	4540	1,189.10
05/07/2026	MAIN	140936**	MENARD'S -DUNDAS	STACKER BOXES, NITRILE GLOVES, LYSON, BA RAFTER HANGER, PVC ELBOWS/COUPLING, DOOR	42218 42220	4540 4540	85.42 101.46
Check MAIN 140936 Total for Fund 101 General Fund							186.88
Total For Dept: 4540							1,375.98
Dept: 4550 Library							
05/07/2026	MAIN	140867**	AMPION PBC	MAY 2026 - COMMUNITY SOLAR	43381	4550	1,465.56
05/07/2026	MAIN	140874	BELLWEATHER MEDIA LLC	LIBRARY MATERIALS	44431	4550	503.28
05/07/2026	MAIN	140887**	CINTAS	RUG RENTAL	42220	4550	10.58
05/07/2026	MAIN	140894	DEMCO INC.	TAPE APPLICATOR & TAPE	42218	4550	286.38
05/07/2026	MAIN	140912#	GUTH ELECTRIC, INC	MDE GRANT - PLUG MOLD RECEPTACLES	45520	4550	3,350.66
05/07/2026	MAIN	140913**	HENRICKSEN PSG	FURNITURE	45570	4550	4,835.08
05/07/2026	MAIN	140919	I&S GROUP	MDE GRANT CHILDREN'S AREA DESIGN	45520	4550	14,250.00
05/07/2026	MAIN	140923**	INGRAM LIBRARY SERVICES	BOOK COVERS	42218	4550	17.60
				LIBRARY MATERIALS	44431	4550	320.11
				LIBRARY MATERIALS	44431	4550	17.97
				LIBRARY MATERIALS	44431	4550	229.06
				BOOK COVERS	42218	4550	17.60
				LIBRARY MATERIALS	44431	4550	264.55
				BOOK COVERS	42218	4550	11.00
				Library Materials	44431	4550	526.64
				BOOK COVERS	42218	4550	20.90
				LIBRARY MATERIALS	44431	4550	404.68
				BOOK COVERS	42218	4550	15.40
				LIBRARY MATERIALS	44431	4550	365.28
				BOOK COVERS	42218	4550	23.10
Check MAIN 140923 Total for Fund 101 General Fund							2,233.89
05/07/2026	MAIN	140926	KANOPY	LIBRARY MATERIALS	44431	4550	441.00

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Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 General Fund							
Dept: 4550 Library							
05/07/2026	MAIN	140952	OVERDRIVE	LIBRARY MATERIALS	44431	4550	470.25
05/07/2026	MAIN	140968	RUSSEL GAVIN BOYINGTON	POET LAUREATE STIPEND	44432	4550	750.00
Total For Dept: 4550							28,596.68
Dept: 4900 Other Financing Uses							
05/07/2026	MAIN	140948#	NORTHFIELD CONVENTION AND VISITORS	LODGING TAX - MAR'26	44454	4900	12,661.80
				LODGING TAX - FEB'26	44454	4900	6,138.88
Check MAIN 140948 Total for Fund 101 General Fund							18,800.68
Total For Dept: 4900							18,800.68
Total For Fund: 101							133,572.23
Fund: 211 NCRC							
Dept: 4580 NCRC							
05/07/2026	MAIN	140904	G & H MANAGEMENT CO.	REPAIRS/MTC AT NCRC	43300	4580	5,958.33
05/07/2026	MAIN	140921	IMPERIAL BAG & PAPER CO, LLC	HANDSOAP & ALL PURPOSE CLEANER	42211	4580	204.19
05/07/2026	MAIN	140937*#	METRONET HOLDINGS LLC	NCRC - phones, internet, long distance	43320	4580	1,299.85
05/07/2026	MAIN	140970	SCHILLING SUPPLY COMPANY	PAPER TOWELS, BATH TISSUE, DISINFECTANT	42211	4580	235.95
				NITRILE GLOVES, BATH/FACIAL TISSUE, DISI	42211	4580	388.17
Check MAIN 140970 Total for Fund 211 NCRC							624.12
05/07/2026	MAIN	140971*#	SCHWICKERT'S TECTA AMERICA LLC	ACTUATOR & DAMPER INSPECTION-NCRC	42220	4580	315.00
05/07/2026	MAIN	140999	XCEL ENERGY	APRIL 2026 - NCRC GAS	43380	4580	2,235.01
				APRIL 2026 - NCRC ELECTRIC	43381	4580	4,972.15
Check MAIN 140999 Total for Fund 211 NCRC							7,207.16
Total For Dept: 4580							15,608.65
Dept: 4585 Wellness Center							
05/07/2026	MAIN	140963	RAINBOW INTERNATIONAL OF THE NORTH FIFTY NORTH	CLEANING 4/13- 4/27/2026	43306	4585	2,700.00
Total For Dept: 4585							2,700.00
Total For Fund: 211							18,308.65
Fund: 229 Communications							
Dept: 4180 Communication							
05/07/2026	MAIN	140907	GRANICUS LLC	Transparency suite, legistar, ecomment,	43300	4180	8,682.16
Total For Dept: 4180							8,682.16
Total For Fund: 229							8,682.16
Fund: 240 Library Gift Fund							
Dept: 4900 Other Financing Uses							
05/07/2026	MAIN	140876	BLACKSTONE PUBLISHING	FFNPL COLLECTIONS	43309	4900	141.62
05/07/2026	MAIN	140883	CENGAGE LEARNING INC	FFNPL COLLECTIONS	43309	4900	61.50
05/07/2026	MAIN	140890*#	CITY OF NORTHFIELD	FFNPL JUV-BOOKS,GAMES,BEADS, TOYS	43309	4900	309.45

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Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount	
Fund: 240 Library Gift Fund								
Dept: 4900 Other Financing Uses								
05/07/2026	MAIN	140913**	HENRICKSEN PSG	LIBRARY GIFTS- 4 CHAIRS & 2 OTTOMANS	43309	4900	4,835.07	
05/07/2026	MAIN	140923**	INGRAM LIBRARY SERVICES	GIFTS- AUTOMATICALLY YOURS	44431	4900	33.60	
				GIFTS- AUTOMATICALLY YOURS	44431	4900	16.79	
				GIFTS-AUTOMATICALLY YOURS	44431	4900	16.24	
				FFNPL COLLECTIONS	43309	4900	36.60	
		Check MAIN 140923	Total for Fund 240 Library Gift Fund					103.23
05/07/2026	MAIN	140956	PENWORTHY	ALA COMM. CONNECT GRANT	43309	4900	168.94	
Total For Dept: 4900							5,619.81	
Total For Fund: 240							5,619.81	
Fund: 242 Scriver Memorial Fund								
Dept: 4900 Other Financing Uses								
05/07/2026	MAIN	140923**	INGRAM LIBRARY SERVICES	GIFTS-SCRIVER	44431	4900	16.79	
				GIFTS-SCRIVER	44431	4900	45.92	
				GIFTS-SCRIVER	44431	4900	40.60	
		Check MAIN 140923	Total for Fund 242 Scriver Memorial Fund					103.31
Total For Dept: 4900							103.31	
Total For Fund: 242							103.31	
Fund: 245 C.C.Cloherly Endowment								
Dept: 4900 Other Financing Uses								
05/07/2026	MAIN	140923**	INGRAM LIBRARY SERVICES	GIFTS- CLOHERTY	44431	4900	5.24	
Total For Dept: 4900							5.24	
Total For Fund: 245							5.24	
Fund: 257 Carbon Reduction Fund								
Dept: 4590 Carbon Reduction								
05/07/2026	MAIN	140880	BREANNA WHEELER	HAUBERG WOODS PILOT PROJECT CONTRACT- 3/	43309	4590	2,880.00	
05/07/2026	MAIN	140939	MINNESOTA NATIVE LANDSCAPES INC.	EARTH DAY SEEDS	43309	4590	89.00	
Total For Dept: 4590							2,969.00	
Total For Fund: 257							2,969.00	
Fund: 290 EDA								
Dept: 5100 EDA General Operating								
05/07/2026	MAIN	140918**	HOUSEAL LAVIGNE ASSOCIATES LLC	MARCH 2026-ZONING CODE UPDATE	43300	5100	6,987.45	
05/07/2026	MAIN	140947**	NORTHFIELD AREA CHAMBER OF COMMERC	2026 CHAMBER GOLF SPONSOR	43342	5100	1,050.00	
05/07/2026	MAIN	140966	RIVERWALK MARKET FAIR	1ST HALF OF 2026 GRANT PAYMENT	44917	5100	22,500.00	
Total For Dept: 5100							30,537.45	
Total For Fund: 290							30,537.45	
Fund: 295 HRA								
Dept: 5200 HRA General Operating								

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Fund: 295 HRA							
Dept: 5200 HRA General Operating							
05/07/2026	MAIN	140918*#	HOUSEAL LAVIGNE ASSOCIATES LLC	MARCH 2026-ZONING CODE UPDATE	43300	5200	6,987.45
05/07/2026	MAIN	140944	NML CONTRACTING LLC	Asbestos testing 308 Cherry St	43300	5200	850.00
Total For Dept: 5200							7,837.45
Dept: 5210 HRA Rental Projects							
05/07/2026	MAIN	140900	FARGAZE TOWNHOME ASSOCIATION	JUNE HOA DUES -- 2330 ELIANNA	44464	5210	380.00
05/07/2026	MAIN	140998	XCEL ENERGY	APRIL 2026 - 2330 ELIANNA DR. - ELECTRIC	43387	5210	67.35
Total For Dept: 5210							447.35
Dept: 5220 HRA LMI Housing							
05/07/2026	MAIN	140975	STEPHEN JOHN PACKARD	ENERGY EFFICIENCY REBATE 2026	43309	5220	1,000.00
Total For Dept: 5220							1,000.00
Total For Fund: 295							9,284.80
Fund: 427 2026 CAPITAL PROJECTS							
Dept: 4800 Other Services							
05/07/2026	MAIN	140982	TONI M GILMER	M&O/MTST PERMANENT EASEMENT ACQUISITION	45520	4800	815.00
05/07/2026	MAIN	140983	TONI MARIE GILMER - MISC	M&O/MTST TEMPORARY EASEMENT ACQUISITION	45520	4800	1,329.53
Total For Dept: 4800							2,144.53
Total For Fund: 427							2,144.53
Fund: 451 Park Fund							
Dept: 4520 General Parks							
05/07/2026	MAIN	140881*#	BRUCE DAVID JACOBSON	NORTHFIELD PARKS + PLAYGROUND IMPROVEMEN	45520	4520	1,750.00
05/07/2026	MAIN	140882	CAPSTICK COMPANIES LLC	PICKLEBALL FENCING PROJECT-RIVERSIDE PAR	45520	4520	15,135.50
05/07/2026	MAIN	140942	NATURAL PLAYGROUNDS SHOP, LLC	DRESDEN HILL PARK IMPROVEMENT PLATFORMS	45520	4520	9,514.45
Total For Dept: 4520							26,399.95
Total For Fund: 451							26,399.95
Fund: 454 City Facilities Fund							
Dept: 4800 Other Services							
05/07/2026	MAIN	140971*#	SCHWICKERT'S TECTA AMERICA LLC	CITY HALL WATER HEATER INSTALL	45520	4800	4,878.00
Total For Dept: 4800							4,878.00
Total For Fund: 454							4,878.00
Fund: 455 Veh/Equip Replacement							
Dept: 4800 Other Services							
05/07/2026	MAIN	140910	GUARDIAN FLEET SAFETY	2026 DURANGO BUILD #8589	45550	4800	11,594.59
05/07/2026	MAIN	140941*#	MTI DISTRIBUTING CO	TORO FIELD PRO 6040 (NEW GROOMER)	45520	4800	40,869.06
Total For Dept: 4800							52,463.65
Total For Fund: 455							52,463.65

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CHECK DATE 05/04/2026 - 05/08/2026

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 459 ICE ARENA CONSTRUCTION							
Dept: 4800 Other Services							
05/07/2026	MAIN	140915	HILLYARD / HUTCHINSON	2 CASES OF 13 IN BUFF RED 5CS PADS	45520	4800	30.86
05/07/2026	MAIN	140924	JLG ARCHITECTS	M40 NEW ICE ARENA PROF SVCS TO 3/31	45520	4800	1,073.23
Total For Dept: 4800							1,104.09
Total For Fund: 459							1,104.09
Fund: 465 WATER & 5TH ST REDEVELOPMENT							
Dept: 4800 Other Services							
05/07/2026	MAIN	140991	XCEL ENERGY	411 WATER ST. - ELECTRIC	43381	4800	122.33
05/07/2026	MAIN	140992	XCEL ENERGY	411 WATER ST. - GAS	43380	4800	441.91
05/07/2026	MAIN	140995	XCEL ENERGY	411 1/2 WATER ST. #1 - ELECTRIC	43381	4800	13.44
05/07/2026	MAIN	140996	XCEL ENERGY	411 1/2 WATER ST. #4 - ELECTRIC	43381	4800	13.44
05/07/2026	MAIN	140997	XCEL ENERGY	411 WATER ST. - GAS	43380	4800	278.89
				411 WATER ST. - ELECTRIC	43381	4800	121.94
Check MAIN 140997 Total for Fund 465 WATER & 5TH ST REDEVELOPMENT							400.83
Total For Dept: 4800							991.95
Total For Fund: 465							991.95
Fund: 601 Water Fund							
Dept: 6000 Water							
05/07/2026	MAIN	140867*#	AMPION PBC	MAY 2026 - COMMUNITY SOLAR	43381	6000	11,291.66
05/07/2026	MAIN	140870*#	AUTOMATIC SYSTEMS CO	WELL OVERTEMP - BAD FUSE	42222	6000	532.50
05/07/2026	MAIN	140892	COMMERCIAL DRIVING 101 LLC	JEFF MCRANEY-CLASS B CDL TRAINING	43333	6000	3,500.00
05/07/2026	MAIN	140936*#	MENARD'S -DUNDAS	PAPER TOWELS, VINEGAR, GLASS CLNR, MOUSE	42218	6000	61.04
				BALL VALVE & DRYING RACK	42218	6000	16.96
				FUEL PREMIX	42212	6000	45.08
Check MAIN 140936 Total for Fund 601 Water Fund							123.08
05/07/2026	MAIN	140946*#	NORTHFIELD ACE HARDWARE	SCRAPERS, UTILITY BLADES	42218	6000	22.96
05/07/2026	MAIN	140950	OLYMPIC FIRE PROTECTION CORP	NCRC WATER FILL STATION ROOM FIRE PROTEC	42222	6000	2,180.00
05/07/2026	MAIN	140951*#	ON TARGET A & M, INC.	UTILITY BILLS - 2619	42218	6000	175.70
05/07/2026	MAIN	140960*#	POSTMASTER	POSTAL PERMIT #153	43321	6000	2,437.50
05/07/2026	MAIN	140961*#	POSTMASTER	2026 MARKETING MAIL FEE #153	43321	6000	138.75
05/07/2026	MAIN	140987*#	WATER SYSTEMS COMPANY	DRINKING WATER QTY:2	42218	6000	17.50
				DRINKING WATER QTY: 2	42218	6000	17.50
				DRINKING WATER QTY: 2	42218	6000	17.50
Check MAIN 140987 Total for Fund 601 Water Fund							52.50
Total For Dept: 6000							20,454.65
Total For Fund: 601							20,454.65

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Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 602 Sewer Fund							
Dept: 6100 Wastewater							
05/07/2026	MAIN	140866*#	AMAZON CAPITAL SERVICES	THERMAL CAMERA-VISUAL CAMERA & LASER POI	42218	6100	197.99
05/07/2026	MAIN	140870*#	AUTOMATIC SYSTEMS CO	BAF SYSTEM BACKWASH, CELL 6 BLOWOUT, ADD NETWORK RELATED IMPROVEMENTS	43311	6100	1,440.00
				CELL 6 DRAIN VALVE HAS BEN ALARMING OUT	43311	6100	14,451.00
				FIX WIN911 LICENSE	42222	6100	1,877.50
				VEGA RADAR LEVEL SENSOR.	43311	6100	740.00
					42222	6100	3,108.93
		Check MAIN 140870	Total for Fund 602 Sewer Fund				21,617.43
05/07/2026	MAIN	140888*#	CINTAS CORPORATION	FIRST AID SUPPLIES	42218	6100	119.07
05/07/2026	MAIN	140890*#	CITY OF NORTHFIELD	GRAPHIC MAILBOX	43321	6100	11.33
				CRAGUN'S RESORT-TRAINING MN POLLUTION CO	43331	6100	225.48
		Check MAIN 140890	Total for Fund 602 Sewer Fund				236.81
05/07/2026	MAIN	140893	COMMERCIAL DRIVING 101 LLC	ETHAN MORRIS-CLASS A AUTO TRAINING	43333	6100	3,500.00
05/07/2026	MAIN	140906	GRAINGER	HVAC FILTERS	42220	6100	408.60
				FINE SCREEN MOTOR	42222	6100	1,770.17
				DETACHABLE CABLE SLEEVE	42218	6100	764.02
				GASKET	42222	6100	18.18
				PRESSURE TRANSMITTER	42220	6100	201.90
				SCREWS, NUTS AND WASHERS	42218	6100	24.54
		Check MAIN 140906	Total for Fund 602 Sewer Fund				3,187.41
05/07/2026	MAIN	140909	GRAYMONT (WI) LLC	HIGH CALCIUM QUICKLIME	42232	6100	9,134.46
05/07/2026	MAIN	140934	MECHANICAL SYSTEMS, INC	BAF AIR PIPE	42222	6100	3,140.00
05/07/2026	MAIN	140936*#	MENARD'S -DUNDAS	SPRAY PAINT	42218	6100	19.16
				FLY TRAP, VAC FILTER, PAPER TOWELS	42218	6100	58.10
				PVC ELBOW	42222	6100	6.49
				PVC ELBOW	42222	6100	(14.96)
				HANG UP VAC FILTER RETURN	42218	6100	(9.99)
		Check MAIN 140936	Total for Fund 602 Sewer Fund				58.80
05/07/2026	MAIN	140945	NORTHEAST ELECTRICAL	SHIPPING CHARGE- HVAC PART	43321	6100	9.00
05/07/2026	MAIN	140951*#	ON TARGET A & M, INC.	UTILITY BILLS - 2619	42218	6100	175.70
05/07/2026	MAIN	140953	OVERHEAD DOOR CO OF THE NORTHLAND	DOOR REPAIR	42222	6100	659.70
05/07/2026	MAIN	140959	POLYDYNE INC	BIOSOLIDS POLY	42232	6100	7,820.00
				CLARIFLOC C-6276X	42232	6100	7,820.00
				CLARIFLOC C-6276X	42232	6100	3,910.00
		Check MAIN 140959	Total for Fund 602 Sewer Fund				19,550.00
05/07/2026	MAIN	140960*#	POSTMASTER	POSTAL PERMIT #153	43321	6100	2,437.50
05/07/2026	MAIN	140961*#	POSTMASTER	2026 MARKETING MAIL FEE #153	43321	6100	138.75
05/07/2026	MAIN	140962	PYE-BARKER FIRE & SAFETY LLC	GENERATOR FIRE INSPECTION	43302	6100	796.00
05/07/2026	MAIN	140969	SCAN AIR FILTER INC.	HVAC FILTERS	42220	6100	513.48
05/07/2026	MAIN	140987*#	WATER SYSTEMS COMPANY	DRINKING WATER QTY: 3	42218	6100	26.80
				DRINKING WATER QTY:3	42218	6100	26.25

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Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 602 Sewer Fund							
Dept: 6100 Wastewater							
Check MAIN 140987 Total for Fund 602 Sewer Fund							53.05
Total For Dept: 6100							65,525.15
Total For Fund: 602							65,525.15
Fund: 603 Garbage Fund							
Dept: 6200 Garbage							
05/07/2026	MAIN	140897	DSI - DICK'S SANITATION INC	20 GAL - APRIL 2026	43300	6200	1,761.20
				35 GAL - APRIL 2026	43300	6200	11,594.00
				64 GAL - APRIL 2026	43300	6200	13,300.80
				96 GAL - APRIL 2026	43300	6200	4,161.60
				20 GAL - DAK CTY - APRIL 2026	43300	6200	176.80
				35 GAL - DAK CTY - APRIL 2026	43300	6200	1,074.40
				64 GAL - DAK CTY - APRIL 2026	43300	6200	1,666.00
				96 GAL - DAK CTY - APRIL 2026	43300	6200	238.00
				DRIVE BY - APRIL 2026	43300	6200	421.60
				RECYC - DAK CTY - APRIL 2026	43300	6200	1,392.00
				YARD WASTE - APRIL 2026	43300	6200	1,080.00
Check MAIN 140897 Total for Fund 603 Garbage Fund							36,866.40
05/07/2026	MAIN	140951*#	ON TARGET A & M, INC.	UTILITY BILLS - 2619	42218	6200	58.57
05/07/2026	MAIN	140960*#	POSTMASTER	POSTAL PERMIT #153	43321	6200	812.50
05/07/2026	MAIN	140961*#	POSTMASTER	2026 MARKETING MAIL FEE #153	43321	6200	46.25
Total For Dept: 6200							37,783.72
Total For Fund: 603							37,783.72
Fund: 604 Storm Water Drainage							
Dept: 6300 Storm Water Drainage							
05/07/2026	MAIN	140871	BARR ENGINEERING	K37-AMES MILL DAM RECONSTRUCT STUDY PRO	43300	6300	2,879.00
05/07/2026	MAIN	140881*#	BRUCE DAVID JACOBSON	K45 AMES MILL DAM REMOVAL/LONG RANGE PLA	43300	6300	2,009.00
05/07/2026	MAIN	140947*#	NORTHFIELD AREA CHAMBER OF COMMERC	STORM MARKET FAIR OUTREACH	43300	6300	355.00
05/07/2026	MAIN	140951*#	ON TARGET A & M, INC.	UTILITY BILLS - 2619	42218	6300	58.56
05/07/2026	MAIN	140960*#	POSTMASTER	POSTAL PERMIT #153	43321	6300	812.50
05/07/2026	MAIN	140961*#	POSTMASTER	2026 MARKETING MAIL FEE #153	43321	6300	46.25
Total For Dept: 6300							6,160.31
Total For Fund: 604							6,160.31
Fund: 609 Liquor Store							
Dept: 6400 Liquor Store - Purchases							
05/07/2026	MAIN	140866*#	AMAZON CAPITAL SERVICES	MISC NON TAXABLE	42251	6400	13.77
05/07/2026	MAIN	140869	ARTISAN BEER COMPANY	Beer Purchases	42251	6400	791.05
				THC	42251	6400	120.00
				Beer Purchases	42251	6400	696.90
				THC	42251	6400	132.85

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Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 609 Liquor Store							
Dept: 6400 Liquor Store - Purchases							
Check MAIN 140869 Total for Fund 609 Liquor Store							1,740.80
05/07/2026	MAIN	140873	BELLBOY CORPORATION	Freight Costs	42259	6400	4.00
				THC	42251	6400	230.00
				Liquor Purchases	42251	6400	894.70
				Freight Costs	42259	6400	14.50
				Misc Non-Taxable Purchases	42251	6400	218.70
				Liquor Purchases	42251	6400	1,861.56
				Freight Costs	42259	6400	18.34
Check MAIN 140873 Total for Fund 609 Liquor Store							3,241.80
05/07/2026	MAIN	140877	BLUEOCO LLC	Misc Taxable Purchases	42251	6400	500.00
05/07/2026	MAIN	140878	BREAKTHRU BEV MN BEER, INC	Misc Taxable Purchases	42251	6400	217.00
				Beer Purchases	42251	6400	113.65
				Beer Purchases	42251	6400	6,952.60
				Misc Taxable Purchases	42251	6400	57.60
				Liquor Purchases	42251	6400	1,143.34
				Beer Purchases	42251	6400	11,778.80
				Liquor Purchases	42251	6400	56.00
				Beer Credit	42251	6400	(13.20)
				Beer Credit	42251	6400	(26.40)
Check MAIN 140878 Total for Fund 609 Liquor Store							20,279.39
05/07/2026	MAIN	140879	BREAKTHRU BEV MN WINE & SPIRITS	Liquor Purchases	42251	6400	564.32
				Wine Purchases	42251	6400	594.00
				Freight Costs	42259	6400	21.45
				Misc Non-Taxable Purchases	42251	6400	20.00
				Liquor Purchases	42251	6400	795.38
				Wine Purchases	42251	6400	1,204.00
				Freight Costs	42259	6400	36.30
				Misc Taxable Purchases	42251	6400	20.00
Check MAIN 140879 Total for Fund 609 Liquor Store							3,255.45
05/07/2026	MAIN	140885	CHAPEL BREWING	Beer Purchases	42251	6400	130.00
05/07/2026	MAIN	140891	COLLEGE CITY BEVERAGE, INC.	Liquor Purchases	42251	6400	461.65
				Wine Purchases	42251	6400	536.00
				Freight Costs	42259	6400	7.00
				Beer Purchases	42251	6400	3,657.80
				Liquor Purchases	42251	6400	52.00
				Misc Taxable Purchases	42251	6400	123.00
				Beer Purchases	42251	6400	1,188.80
				Liquor Purchases	42251	6400	2,553.55
				Freight Costs	42259	6400	7.00
				Beer Purchases	42251	6400	2,185.15
				Misc Taxable Purchases	42251	6400	138.00
				Liquor Purchases	42251	6400	720.00
Check MAIN 140891 Total for Fund 609 Liquor Store							11,629.95
05/07/2026	MAIN	140905	GLOBAL RESERVE DISTRIBUTION	Liquor Purchases	42251	6400	616.00
				THC	42251	6400	376.00

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Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 609 Liquor Store							
Dept: 6400 Liquor Store - Purchases							
Check MAIN 140905 Total for Fund 609 Liquor Store							992.00
05/07/2026	MAIN	140914	HERMEL WHOLESAL	Cigarettes Purchases	42251	6400	818.80
				Misc Taxable Purchases	42251	6400	355.30
				Freight Costs	42259	6400	8.95
Check MAIN 140914 Total for Fund 609 Liquor Store							1,183.05
05/07/2026	MAIN	140916	HOHENSTEIN'S INC	Liquor Purchases	42251	6400	75.60
				Beer Purchases	42251	6400	1,028.10
				Beer Purchases	42251	6400	238.50
				Liquor Purchases	42251	6400	277.10
Check MAIN 140916 Total for Fund 609 Liquor Store							1,619.30
05/07/2026	MAIN	140917	HOME CITY ICE COMPANY	Freight Costs	42259	6400	6.50
				Ice Purchases	42251	6400	376.30
Check MAIN 140917 Total for Fund 609 Liquor Store							382.80
05/07/2026	MAIN	140920	IMMINENT BREWING LLC	Beer Purchases	42251	6400	151.20
				Beer Purchases	42251	6400	453.60
				Beer Purchases	42251	6400	341.80
Check MAIN 140920 Total for Fund 609 Liquor Store							946.60
05/07/2026	MAIN	140925	JOHNSON BROTHERS WHOLESAL	Freight Costs	42259	6400	39.00
				Wine Purchases	42251	6400	1,648.92
				Freight Costs	42259	6400	5.85
				Liquor Purchases	42251	6400	410.64
				Freight Costs	42259	6400	21.94
				Liquor Purchases	42251	6400	1,652.86
				Freight Costs	42259	6400	17.55
				Wine Purchases	42251	6400	624.31
				Freight Costs	42259	6400	42.90
				Wine Purchases	42251	6400	1,693.42
				Freight Costs	42259	6400	39.00
				Liquor Purchases	42251	6400	1,620.50
				Freight Costs	42259	6400	3.90
				Liquor Purchases	42251	6400	244.92
				Freight Costs	42259	6400	27.30
				Wine Purchases	42251	6400	1,323.72
				Freight Costs	42259	6400	17.55
				Liquor Purchases	42251	6400	935.50
				Freight Costs	42259	6400	31.20
				Wine Purchases	42251	6400	808.05
				Wine CREDIT	42251	6400	(14.00)
Check MAIN 140925 Total for Fund 609 Liquor Store							11,195.03
05/07/2026	MAIN	140927	KEEPSAKE CIDERY	Beer Purchases	42251	6400	138.00
05/07/2026	MAIN	140935	MEGA BEER LLC	Liquor Purchases	42251	6400	88.00
				Beer Purchases	42251	6400	302.00
Check MAIN 140935 Total for Fund 609 Liquor Store							390.00
05/07/2026	MAIN	140940	MONTGOMERY BREWING	Beer Purchases	42251	6400	62.00
05/07/2026	MAIN	140954	OXFORD STREET MERCHANTS	Wine Purchases	42251	6400	623.00

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Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 609 Liquor Store							
Dept: 6400 Liquor Store - Purchases							
				Freight Costs	42259	6400	7.80
				Wine Purchases	42251	6400	368.88
				Freight Costs	42259	6400	9.44
				Wine Purchases	42251	6400	3,891.00
				Freight Costs	42259	6400	60.45
			Check MAIN 140954	Total for Fund 609 Liquor Store			4,960.57
05/07/2026	MAIN	140955	PAUSTIS & SONS WINE COMPANY	Wine Purchases	42251	6400	2,111.67
				Freight Costs	42259	6400	25.50
				Wine Purchases	42251	6400	2,088.75
				Freight Costs	42259	6400	27.00
			Check MAIN 140955	Total for Fund 609 Liquor Store			4,252.92
05/07/2026	MAIN	140957	PHILLIPS WINE AND SPIRITS, INC.	Liquor Purchases	42251	6400	95.00
				Freight Costs	42259	6400	1.95
				Liquor Purchases	42251	6400	51.45
				Wine Purchases	42251	6400	184.50
				Freight Costs	42259	6400	9.75
				Wine Purchases	42251	6400	2,252.75
				Freight Costs	42259	6400	52.65
				Liquor Purchases	42251	6400	2,455.76
				Freight Costs	42259	6400	26.66
				Wine Purchases	42251	6400	655.10
				Freight Costs	42259	6400	25.35
				Liquor Purchases	42251	6400	3,556.19
				Freight Costs	42259	6400	49.24
				Wine Purchases	42251	6400	744.00
				Freight Costs	42259	6400	29.25
			Check MAIN 140957	Total for Fund 609 Liquor Store			10,189.60
05/07/2026	MAIN	140974	SOUTHERN WINE & SPIRITS OF MN, LLC	Liquor Purchases	42251	6400	406.00
				Freight Costs	42259	6400	7.56
				Wine Purchases	42251	6400	673.80
				Freight Costs	42259	6400	15.63
				Freight Costs	42259	6400	1.40
				Misc Taxable Purchases	42251	6400	36.00
				Liquor Purchases	42251	6400	9,080.83
				Freight Costs	42259	6400	88.67
				Wine Purchases	42251	6400	1,286.85
				Freight Costs	42259	6400	26.95
			Check MAIN 140974	Total for Fund 609 Liquor Store			11,623.69
05/07/2026	MAIN	140977	SXSE BREWING	Beer Purchases	42251	6400	339.00
05/07/2026	MAIN	140989	WINE COMPANY	Wine Purchases	42251	6400	1,526.00
				Freight Costs	42259	6400	33.00
			Check MAIN 140989	Total for Fund 609 Liquor Store			1,559.00
05/07/2026	MAIN	140990	WINEBOW	Wine Purchases	42251	6400	450.00
				Freight Costs	42259	6400	6.75
			Check MAIN 140990	Total for Fund 609 Liquor Store			456.75

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Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 609 Liquor Store							
Dept: 6400 Liquor Store - Purchases							
Total For Dept: 6400							91,081.47
Dept: 6410 Liquor Store - Operations							
05/07/2026	MAIN	140867**	AMPION PBC	MAY 2026 - COMMUNITY SOLAR	43381	6410	1,625.35
05/07/2026	MAIN	140887**	CINTAS	ENTRY RUGS	42220	6410	40.27
05/07/2026	MAIN	140888**	CINTAS CORPORATION	FIRST AID CABINET	42218	6410	26.22
05/07/2026	MAIN	140889	CITY & LAKES DISPOSAL	REFUSE DISPOSAL LIQ MAY 26	43389	6410	240.00
05/07/2026	MAIN	140981	THRYV	YELLOW PAGES LIQ APRIL 26	43342	6410	25.22
05/07/2026	MAIN	140985	VAN PAPER COMPANY	Paper Bags	42218	6410	231.57
Total For Dept: 6410							2,188.63
Total For Fund: 609							93,270.10
Fund: 701 Information Tech							
Dept: 4140 Information Technology							
05/07/2026	MAIN	140866**	AMAZON CAPITAL SERVICES	White VELCRO CABLE Ties	42218	4140	5.59
				HDMI splitters, cables - conference room	42218	4140	78.66
				Adapter, mice, labels	42218	4140	215.80
Check MAIN 140866 Total for Fund 701 Information Tech							300.05
05/07/2026	MAIN	140886**	CHARTER COMMUNICATIONS	City Hall - backup internet	43320	4140	207.64
				Transit Hub - phone and internet	43320	4140	131.01
Check MAIN 140886 Total for Fund 701 Information Tech							338.65
05/07/2026	MAIN	140890**	CITY OF NORTHFIELD	Google workspace - City	43300	4140	453.60
				Artwork Archive - Library	43300	4140	133.31
				Screws, anchors to mount power strips	42218	4140	30.02
				ChatGPT - Library	43300	4140	20.00
				ChatGPT - IT	43300	4140	20.00
				Mailchimp - Library	43300	4140	60.00
				Extreme x460-G2-48p-10E4 switch	42210	4140	45.00
				Domain renewal mynpl.org	43300	4140	23.19
				Rtings.com subscription	44463	4140	31.50
				ChatGPT - Library2	43300	4140	20.00
				ChatGPT - Administration	43300	4140	20.00
Check MAIN 140890 Total for Fund 701 Information Tech							856.62
05/07/2026	MAIN	140937**	METRONET HOLDINGS LLC	City - dark fiber connections	43320	4140	533.34
				City Hall - phones, internet, dark fiber	43320	4140	3,280.12
				Police - phones, internet, long distance	43320	4140	644.51
Check MAIN 140937 Total for Fund 701 Information Tech							4,457.97
05/07/2026	MAIN	140958	PHONE STATION	wiring - NCRC water dispenser, Streets c	43300	4140	6,296.00
05/07/2026	MAIN	140965	RELAY NETWORKS, INC.	Extreme fan modules for switches	42218	4140	324.99
05/07/2026	MAIN	140972	SHI INTERNATIONAL CORP	KnowBe4 Phisher Plus subscription	44446	4140	990.00
				Dameware, Web Help Desk, Kiwi Syslog Ser	44446	4140	1,532.00
Check MAIN 140972 Total for Fund 701 Information Tech							2,522.00

CHECK DISBURSEMENT REPORT FOR CITY OF NORTHFIELD

CHECK DATE 05/04/2026 - 05/08/2026

Check Date	Bank Account	Check #	Payee	Description	Account Dept	Amount
Fund: 701 Information Tech						
Dept: 4140 Information Technology						
Total For Dept: 4140						15,096.28
Total For Fund: 701						<u>15,096.28</u>
Report Total:						<u>535,355.03</u>

'*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND

'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT



Legislation Text

File #: Res. 2026-051, **Version:** 1

City Council Meeting Date: May 19, 2026

To: Mayor and City Council

From: Ben Martig, City Administrator

Consider Resolution Declaring June as Pride Month in the City of Northfield.

Action Requested:

Adopt a resolution declaring June as Pride Month in the City of Northfield and affirming the City’s support for LGBTQ+ community visibility and Pride-related activities in public spaces.

Summary Report:

The attached resolution formally recognizes June as Pride Month in Northfield and acknowledges the contributions of LGBTQ+ residents to the community. It also recognizes the local “Pride in the Park” celebration organized annually by Northfield Pride, a local nonprofit, in Central Park on the first Saturday in June.

The resolution affirms the City’s support for inclusive use of public spaces and clarifies that Pride-related commemorative activities-such as temporary sidewalk art, banners, flags, and community events-may occur on City property, consistent with existing policies, ordinances, processes, and with the City's commitment to being a welcoming, inclusive, and safe environment for all residents and visitors, regardless of sexual orientation, gender identity, or gender expression.

Alternative Options:

Financial Impacts:

None.

Tentative Timelines:

CITY OF NORTHFIELD, MN
CITY COUNCIL RESOLUTION 2026-051
A RESOLUTION DECLARING JUNE AS PRIDE MONTH IN THE CITY OF NORTHFIELD AND
AFFIRMING THE CITY’S SUPPORT FOR LGBTQ+ COMMUNITY VISIBILITY AND
CELEBRATION IN PUBLIC SPACES

- WHEREAS, the City of Northfield is committed to fostering a welcoming, inclusive, and equitable community for all residents, regardless of sexual orientation, gender identity, or gender expression; and
- WHEREAS, LGBTQ+ individuals have historically faced discrimination and barriers to full participation in civic, cultural, and economic life, and continue to contribute meaningfully to the vitality and diversity of the Northfield community; and
- WHEREAS, Pride Month commemorates the ongoing pursuit of equal rights and celebrates the resilience, achievements, and contributions of LGBTQ+ individuals and communities; and
- WHEREAS, the City of Northfield recognizes the importance of visibility, representation, and community gathering in advancing inclusion and belonging; and
- WHEREAS, the Northfield City Council, through its 2025 resolution affirming the City as a welcoming and inclusive community, expressed its commitment to ensuring that all residents—regardless of identity or background—are able to live, work, and participate in civic life with dignity and respect; and
- WHEREAS, that action affirmed the City’s role in promoting trust, accessibility, and equitable treatment in the delivery of City services and the use of public spaces; and
- WHEREAS, the first “Pride in the Park” celebration in Northfield was initiated by the Northfield Public Library as a community-centered event to promote inclusion and engagement; and
- WHEREAS, that initial event has grown into an annual community-wide celebration, now in its sixth year, held in Central Park on the first Saturday in June; and
- WHEREAS, Northfield Pride, a local nonprofit organization, now organizes and sustains this annual celebration and coordinates additional programming and events throughout Pride Month and the year; and
- WHEREAS, the City recognizes the value of community-led initiatives that activate public spaces and strengthen civic life; and
- WHEREAS, the City of Northfield supports the use of public spaces for cultural expression and community celebration in a manner consistent with applicable ordinances, policies, and permitting processes;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL THAT:

1. The month of June annually is hereby proclaimed Pride Month in the City of Northfield, and all residents are encouraged to recognize and celebrate the contributions of LGBTQ+ individuals and to participate in Pride-related events and activities.
2. The City recognizes and supports the annual “Pride in the Park” celebration held in Central Park on the first Saturday in June, as well as other Pride Month activities organized by Northfield Pride and community partners.
3. The City affirms its commitment to inclusive use of public spaces and, consistent with City policies, permits, and applicable law, encourages and authorizes Pride-related commemorative displays and expressions on City property, including but not limited to:
 - o Temporary sidewalk art and chalking (where permitted),
 - o Light pole banners and signage,
 - o The display of flags,
 - o Use of parks and other public gathering spaces for Pride-related events and programming.
4. The City of Northfield reaffirms its commitment to equity, inclusion, and respect for all people, and encourages ongoing dialogue and community engagement to advance these values.

PASSED by the City Council of the City of Northfield on this 19th day of May, 2026.

ATTEST

City Clerk

Mayor

VOTE: ___ ZWEIFEL ___ BEUMER ___ DAHLEN ___ HOLMES
 ___ NESS ___ PETERSON WHITE ___ SOKUP



Legislation Text

File #: 26-261, Version: 1

City Council Meeting Date: May 19, 2026

To: City Council
City Administrator

From: Erica Zweifel, Mayor

Consider Approval of Mayoral Board and Commission Appointments.

Action Requested:

The Northfield City Council approves the following board/commission appointments.

Summary Report:

The City Council is being asked to approve the following board, commission, and committee appointments. With the recent code updates, most board and commission appointments have shifted to an April appointment and May start to terms.

The applications for the individual being recommended for appointment is also attached (attachment 1).

Proposed appointments in the attachment are as follows:

Human Rights Commission

- Jess Toft reappointed to a term ending April 30, 2029.

Alternative Options:

N/A

Financial Impacts:

N/A

Tentative Timelines:

N/A

Contact information / Información del solicitante**First Name / Nombre ***

Jess

Last Name / Apellido *

Toft

Today's Date / Fecha de hoy *

12/12/2025

Address / Dirección *

[Redacted]

Phone number / número de teléfono *

[Redacted]

Email / Correo electrónico *

[Redacted]

Selection and interests / Selección e intereses**Select board(s) or commission(s) you wish to apply for. / Seleccione la(s) junta(s) o comisión(es) a la(s) que desea presentarse. ***

You may select more than one. If the group you're interested in is not listed, please check "other" and fill in the name of the group. / Puede seleccionar más de uno. Si el grupo que le interesa no aparece en la lista, marque "otro" y escriba el nombre del grupo. Seleccione la junta, la comisión o el grupo de trabajo al que desea presentarse:

- Charter Commission / Comisión de la Carta
- Economic Development Authority / Autoridad de Desarrollo Económico
- Environmental Quality Commission / Comisión de Calidad Medioambiental
- Heritage Preservation Commission / Comisión de Preservación del Patrimonio
- Hospital Board / Junta del hospital
- Human Rights Commission / Comisión de Derechos Humanos
- Library Board / Consejo de la Biblioteca
- Youth Substance Prevention Alliance Task Force / Grupo de trabajo de la Alianza para la Prevención del Consumo de Sustancias entre los Jóvenes
- Northfield Area Fire & Rescue Services Joint Powers Board / Junta de Poderes Conjuntos de los Servicios de Rescate e Incendios del Área de Northfield
- Planning Commission/Zoning Board / Comisión de Urbanismo/Junta de Zonificación
- Other / Otro [Redacted]

Why are you interested in serving on a City of Northfield board or commission? / ¿Por qué le interesa formar parte de una junta o comisión de la ciudad de Northfield? *

I want to continue the crucial work of the Human Rights Commission, turning progressive policy into tangible action for our community. My passion is ensuring Northfield remains a safe, equitable, and welcoming place for all residents.

What interests you about the board(s)/commissions(s) you selected? / ¿Qué le interesa de la(s) junta(s)/comisión(es) seleccionada(s) en la pregunta 1? *

The HRC provides a direct platform to champion equity and dismantle systemic barriers. I am deeply invested in seeing our recent milestones, especially the Sanctuary City status and the business inclusivity program, evolve into lasting, institutional change.

What do you feel you would add to selected board(s)/commission(s)? / ¿Qué cree que aportaría a la(s) junta(s)/comisión(es) seleccionada(s)? *

I bring a successful track record of execution and measurable results—not just ideas. My experience includes leading the Sanctuary City proposal through to adoption and currently managing the logistics and execution of the major Dr. Martin Luther King Jr. event, as well as contributing to events like Hispanic Heritage and Pride in the Park with new and successful activities like rock painting for all ages.

Describe any current or past experience serving on a board or commission. / Describa su experiencia actual o pasada como miembro de un consejo o comisión. *

I am reapplying after serving a very successful term on the Northfield Human Rights Commission. Key achievements include: Leading the effort to propose and successfully pass the designation of Northfield as a Sanctuary City in Northfield. Spearheading the initiative to ensure local businesses move to actionable, structural inclusion steps. Currently managing all event logistics for Pride in the Park and the upcoming Dr. Martin Luther King Jr. celebration, including securing the speaker, ordering awards, and coordinating youth activities.

Describe any current or past community involvement. / Describa cualquier participación actual o pasada en la comunidad. *

My work on the Human Rights Commission is my central commitment. It requires constant engagement, coalition building, and collaboration with city staff and diverse community groups to ensure our policies are effective and reach those who need them most. I have also been involved in teaching classes at The Northfield Arts Guild, Community Education classes, Runway Revival, and theater with The Guild.

Describe any current or past related education, training, or work experience. / 7. Describa cualquier tipo de educación, formación o experiencia laboral relacionada actual o pasada. *

My professional life has been dedicated to youth development, education, and advocacy, providing a strong foundation for the Commission's work. I hold a degree in Early Childhood and Youth Development. My work experience includes directing childcare centers, operating a substitute teaching company, and serving as an EA in special education at Bridgewater Elementary School. I am currently the Founder of Bully Buddy, a venture focused on scaling proactive solutions for a safe and inclusive environment for youth. This extensive background gives me a unique understanding of the systemic challenges children and families face in educational settings, which is critical for driving equity within the community.

What does Northfield do well? / ¿Qué hace bien Northfield? *

Northfield is excellent at fostering deep community engagement. We saw this in the support for the Sanctuary City measure—residents and the City Council are willing to embrace moral leadership and progressive policies.

What challenges does Northfield face? / ¿A qué retos se enfrenta Northfield? *

Our biggest challenge is ensuring that our growth is truly equitable. We must work harder to address housing accessibility and ensure that all residents—especially those in marginalized groups—see themselves reflected in our institutions and feel fully supported.

What is your vision for Northfield? / ¿Cuál es su visión de Northfield? *

My vision is a Northfield recognized statewide as a model city for human rights. A community where equity is integrated into every level of city planning and where the Human Rights Commission's impactful work leads to palpable safety, opportunity, and belonging for everyone.

Reapplying

If you are reapplying for a term on a board/commission, please complete the below questions. / Si Vuelve a presentar su candidatura para un mandato en un consejo/comisión, rellene las siguientes preguntas.

Explain what you've added to the work of your board or commission during your term(s). / 11. Explique qué ha aportado al trabajo de su junta/comisión durante su(s) mandato(s).

I added a focus on high-impact policy wins and efficient project management. I was instrumental in getting the Sanctuary City proposal passed. Furthermore, I've brought concrete organizational skills by overseeing the complex logistics of Pride in the Park, and the annual Dr. Martin Luther King Jr. event, ensuring its success.

What have you found most fulfilling during your term(s)? / ¿Qué es lo que más le ha llenado durante su mandato?

The most fulfilling experience was seeing the Sanctuary City proposal pass the City Council. It proved that our Commission can drive significant, tangible policy change that directly enhances the safety and dignity of vulnerable populations in Northfield.

What have you found most challenging during your term(s)? / 13. ¿Qué le ha resultado más difícil durante su mandato?

The challenge lies in ensuring sustained institutional change. Getting the Sanctuary City policy passed was a huge win, but the ongoing work of ensuring local businesses implement actionable, structural inclusion—moving beyond symbolic language—requires persistent education and oversight. I am eager to continue leading this effort.

Questions / Preguntas

Contact Lynette Peterson, City Clerk, City of Northfield, 801 Washington St., Northfield, MN 55057

[Email Lynette Peterson](#)

Póngase en contacto con Lynette Peterson, Secretaria Municipal, Ciudad de Northfield, 801 Washington St., Northfield, MN 55057

[Envíe correo electrónico a Lynette Peterson](#)

Public data / Datos públicos

All information supplied on this form will be public data. Your address, telephone number, email address do not become public until you are appointed.

Toda la información facilitada en este formulario serán datos públicos. Su dirección, número de teléfono y dirección de correo electrónico no se harán públicos hasta que sea nombrado.



Legislation Text

File #: Ord. 1093, **Version:** 1

City Council Meeting Date: May 19, 2026

To: Mayor and City Council

From: Ben Martig, City Administrator

Consideration of First Reading of Ordinance No. 1093 Amending Section 2-66 of City Code Relating to 2027 and 2028 Mayor and City Council Compensation.

Action Requested:

The Northfield City Council considers the first reading of Ordinance No. 1093 - Amending Section 2-66 of the City Code Relating to Council Compensation. This ordinance would increase the Mayor and City Council salaries by 4.0% commencing January 1, 2027 and another increase of 3.0% commencing January 1, 2028.

Summary Report:

The City Council is asked to approve the first reading of Ordinance No. 1093 - Amending Section 2-66 of the City Code Relating to Council Compensation (attachment 1) setting Council compensation for 2027 and 2028. Ordinance No. 1062 - Amending Section 2-26 of the City Code Relating to Council Compensation was approved on July 9, 2024 setting Council Compensation for 2025 and 2026 is also attached (attachment 2). (*Editor's note- Ord. No. 1081 § 2, adopted September 9, 2025, renumbered provisions for use as §§ 2-25.5-2-25.10 as §§ 2-26, 2-35-2-39. Inasmuch as there were already provisions so designated, said Article has been renumbered as §§ 2-66, 2-67, 2-76-2-85 at the discretion of the editor.*)

The following section of the City Code has set the current compensation of the Mayor and City Council:

Article II. City Council Division 1. - Generally

- (a) The annual salary for the elected members of the city council shall be in the amount of \$10,027.00 commencing January 1, 2025, and shall be increased to the amount of \$10,302.00 commencing January 1, 2026.
- (b) The annual salary for the mayor shall be in the amount of \$13,369.00 commencing January 1, 2025, and shall be increased to the amount of \$13,736.00 commencing January 1, 2026.
- (c) The salaries established shall be paid on a biweekly basis.
- (d) The salaries established by this section shall be effective as of the dates set forth above and shall continue in the amounts which will be effective January 1, 2025, until changed as provided by state law.

(Code 1986, § 100:45; Ord. No. 816, 10-18-2004; Ord. No. 959, 8-5-2014; Ord. No. 984, 9-20-2016; Ord. No. 997, 5-1-2018; Ord. No. 1014, 7-21-2020; Ord. No. 1040, 7-12-2022; Ord. No. 1062, 7-9-2024; Ord. No. 1081, § 2, 9-9-2025)

State law reference(s)-Authority to fix salary of council, Minn. Stat. § 415.11.

State law reference(s)-Authority to fix salary of council, Minn. Stat. § 415.11.

The following state law requires that there shall be no change in wages until after the next succeeding municipal election:

415.11 SECOND TO FOURTH CLASS CITIES; GOVERNING BODY SALARIES.

Subdivision 1. *Set by ordinance.* Notwithstanding the provisions of any general or special law, charter, or ordinance, the governing body of any statutory or home rule charter city of the second, third or fourth class may by ordinance fix their own salaries as members of such governing body, and the salary of the chief elected executive officer of such city, in such amount as they deem reasonable.

Subd. 2. *After next election.* No change in salary shall take effect until after the next succeeding municipal election.

Subd. 3. *Temporary reductions.* Notwithstanding subdivision 2 or a charter provision to the contrary, the governing body may enact an ordinance to take effect before the next succeeding municipal election that reduces the salaries of the members of the governing body. The ordinance shall be in effect for 12 months, unless another period of time is specified in the ordinance, after which the salary of the members reverts to the salary in effect immediately before the ordinance was enacted.

Attached is the Council background information from the last ordinance that was adopted.

City Administrator Martig is suggesting following city employee’s general adjustment to base pay plan from the last two years of 2025 and 2026 for the Mayor and Council’s 2027 and 2028 compensation increase. This has been the practice employed by the City Council since 2017.

	<i>Current 2026</i>	<i>Proposed 2027</i>	<i>Proposed 2028</i>
<i>Mayor</i>	\$13,736.00	\$14,285.00	\$14,714.00
<i>Council</i>	\$10,302.00	\$10,714.00	\$11,035.00

Below are some comparable cities current (2026) compensation for reference:

<i>City</i>	<i>Mayor</i>	<i>Council</i>
Columbia Heights	\$15,000.00	\$10,800.00
Crystal	\$12,172.56	\$9,364.20
Elk River	\$10,000.00	\$7,000.00
Faribault	\$13,500.00	\$9,800.00
Forest Lake	\$6,500.00	\$5,500.00
Hastings	\$10,200.00	\$7,700.00
New Brighton	\$8,600.00	\$7,000.00
New Hope	\$16,016.00	\$11,695.32
Owatonna	\$14,400.00	\$12,000.00

South St. Paul	\$12,300.00	\$8,700.00
Stillwater	\$9,000.00	\$7,200.00
West St. Paul	\$14,500.00	\$12,500.00
White Bear Lake	\$9,600.00	\$7,500.00
Northfield	\$13,736.00	\$10,302.00
Median	\$12,236.28	\$9,032.10

In order to implement a change to be effective for anytime between 2027 and 2028, the Council would need to initiate a first reading on or before September 2026. The tentative timeline is summarized below.

Alternative Options:

- A. Remove from the consent agenda and during the regular meeting postpone to the June 9th work session. This would provide for additional discussion and still allow an ordinance to be initiated in August which would be before the State deadline. The following options could occur as discussion at the work session:
1. Take no action. The City Council would not need to take any action. In this case, the compensation would remain at the current levels at least through the end of 2028.
 2. Propose other increase or decrease from the recommended level.
 3. Discuss possible alternate process to review and recommend to the City Council.

Financial Impacts:

The increase each year is proposed at 4.00% for 2027 and 3.00% for 2028 for the Mayor and City Council.

The proposed 2027 budget impact for the Mayor and Council would be an additional expense of \$3,021 over 2026. The proposed 2028 budget impact for the Mayor and Council would be an additional expense of \$2,355 over 2027.

Tentative Timelines:

- ✓ May 19, 2026 First Reading of Ordinance
- June 2, 2026 Second Reading of Ordinance
- June 10, 2026 Publication
- July 10, 2026 Ordinance Effective 30 days following publication
- November 3, 2026 Election Day (Salary change not effective until after the election)
- January 1, 2027 Salary change effective date per language in ordinance

ORDINANCE NO. 1093

**AN ORDINANCE OF THE CITY OF NORTHFIELD, MINNESOTA
AMENDING SECTION 2-26 OF CITY CODE RELATING TO COUNCIL
COMPENSATION**

**THE CITY COUNCIL OF THE CITY OF NORTHFIELD DOES ORDAIN THAT
NORTHFIELD CODE SEC. 2-26 IS HEREBY AMENDED AS FOLLOWS:** (new material
is underlined; deleted material is lined out):

Sec. 2-26. Compensation.

- (a) The annual salary for the elected members of the city council shall be in the amount of \$10,714 commencing January 1, 2027, and shall be increased to the amount of \$11,035 commencing January 1, 2028.
- (b) The annual salary for the mayor shall be in the amount of \$14,285 commencing January 1, 2027, and shall be increased to the amount of \$14,714 commencing January 1, 2028.
- (c) The salaries established shall be paid on a biweekly basis.
- (d) The salaries established by this section shall be effective as of the dates set forth above and shall continue in the amounts which will be effective January 1, 2027, until changed as provided by state law.

Passed by the City Council of the City of Northfield, Minnesota, this 2nd day of June, 2026.

ATTEST:

City Clerk

Mayor

First Reading: 05/19/2026
Second Reading: 06/02/2026
Published: 06/10/2026

VOTE: ___ ZWEIFEL ___ BEUMER ___ DAHLEN ___ HOLMES
 ___ NESS ___ PETERSON WHITE ___ SOKUP



Legislation Text

File #: Ord. 1062, Version: 1

City Council Meeting Date: July 9, 2024

To: Mayor and City Council

From: Ben Martig, City Administrator

Consideration of Second Reading of Ordinance No. 1062 Amending Section 2-26 of City Code Relating to 2025 and 2026 Mayor and City Council Compensation.

Action Requested:

The Northfield City Council considers the second reading of Ordinance No. 1062 - Amending Section 2-26 of the City Code Relating to Council Compensation. The first reading of this ordinance occurred at the June 18, 2024 Council Meeting. This ordinance would increase the Mayor and City Council salaries by 2.75% commencing January 1, 2025 and another increase of 2.75% commencing January 1, 2026.

Summary Report:

The City Council approved the first reading of Ordinance No. 1062 - Amending Section 2-26 of the City Code Relating to Council Compensation (attachment 1) at their June 18, 2024 meeting setting Council compensation for 2025 and 2026. Ordinance No. 1040 - Amending Section 2-26 of the City Code Relating to Council Compensation was approved on July 12, 2022 setting Council Compensation for 2023 and 2024 is also attached (attachment 2). The following section of the City Code has set the current compensation of the Mayor and City Council:

Article II. City Council Division 1. - Generally

Sec. 2-26. - Compensation.

(a) The annual salary for the elected members of the city council shall be in the amount of \$9,498.00 commencing January 1, 2023, and shall be increased to the amount of \$9,759.00 commencing January 1, 2024.

(b) The annual salary for the mayor shall be in the amount of \$12,664.00 commencing January 1, 2023, and shall be increased to the amount of \$13,012.00 commencing January 1, 2024.

(c) The salaries established shall be paid on a biweekly basis.

(d) The salaries established by this section shall be effective as of the dates set forth above and shall continue in the amounts which will be effective January 1, 2023, until changed as provided by state law.

(Code 1986, § 100:45; Ord. No. 816, 10-18-2004; Ord. No. 959, 8-5-2014; Ord. No. 984, 9-20-2016; Ord. No. 997, 5-1-2018; [Ord. No. 1014](#)

https://library.municode.com/mn/northfield/ordinances/code_of_ordinances?nodeId=1056255), 7-21-

2020; Ord. No. 1040 <https://library.municode.com/mn/northfield/ordinances/code_of_ordinances?nodeId=1162416>, 7-12-2022)

State law reference(s)-Authority to fix salary of council, Minn. Stat. § 415.11.

The following state law requires that there shall be no change in wages until after the next succeeding municipal election:

415.11 SECOND TO FOURTH CLASS CITIES; GOVERNING BODY SALARIES.

Subdivision 1. Set by ordinance. Notwithstanding the provisions of any general or special law, charter, or ordinance, the governing body of any statutory or home rule charter city of the second, third or fourth class may by ordinance fix their own salaries as members of such governing body, and the salary of the chief elected executive officer of such city, in such amount as they deem reasonable.

Subd. 2. After next election. No change in salary shall take effect until after the next succeeding municipal election.

Subd. 3. Temporary reductions. Notwithstanding subdivision 2 or a charter provision to the contrary, the governing body may enact an ordinance to take effect before the next succeeding municipal election that reduces the salaries of the members of the governing body. The ordinance shall be in effect for 12 months, unless another period of time is specified in the ordinance, after which the salary of the members reverts to the salary in effect immediately before the ordinance was enacted.

Attached is the Council background information from the last ordinance that was adopted.

City Administrator Martig is suggesting following city employee’s general adjustment to base pay plan from the last two years of 2023 and 2024 for the Mayor and Council’s 2025 and 2026 compensation increase. This has been the practice employed by the City Council since 2017.

	Current 2024	Proposed 2025	Proposed 2026
Mayor	\$13,012.00	\$13,369.00	\$13,736.00
Council	\$9,759.00	\$10,027.00	\$10,302.00

Below are some comparable cities current (2024) compensation for reference:

<i>City</i>	<i>Mayor</i>	<i>Council</i>
Columbia Heights	\$13,800.00	\$7,800.00
Crystal	\$11,864.16	\$9,126.96
Elk River	\$10,000.00	\$7,000.00
Faribault	\$13,500.00	\$9,800.00
Forest Lake	\$6,500.00	\$5,500.00
Hastings	\$10,200.00	\$7,700.00
New Brighton	\$8,600.00	\$7,000.00
New Hope	\$15,100.00	\$11,028.00

Owatonna	\$14,400.00	\$12,000.00	
South St. Paul	\$12,300.00	\$8,700.00	
Stillwater	No Response by packet deadline		
West St. Paul	\$14,400.00	\$12,500.00	<i>*proposed for 2025</i>
White Bear Lake	\$9,600.00	\$7,500.00	
Northfield	\$13,012.00	\$9,759.00	
Median	\$11,644.32	\$8,716.46	

In order to implement a change to be effective for anytime between 2025 and 2026, the Council would need to initiate a first reading on or before September 2024. The tentative timeline is summarized below.

Alternative Options:

- A. Remove from the consent agenda and during the regular meeting postpone to the July 16th worksession. This would provide for additional discussion and still allow an ordinance to be initiated in August which would be before the State deadline. The following options could occur as discussion at the worksession:
 1. Take no action. The City Council would not need to take any action. In this case, the compensation would remain at the current levels at least through the end of 2026.
 2. Propose other increase or decrease from the recommended level.
 3. Discuss possible alternate process to review and recommend to the City Council.

Financial Impacts:

The increase each year is proposed at 2.75% for 2025 and 2.75% for 2026 for the Mayor and City Council.

The proposed 2025 budget impact for the Mayor and Council would be an additional expense of \$1,965 over 2024. The proposed 2026 budget impact for the Mayor and Council would be an additional expense of \$2,017 over 2025.

Tentative Timelines:

- ✓ June 18, 2024 First Reading of Ordinance
- July 9, 2024 Second Reading of Ordinance
- July 17, 2024 Publication
- August 16, 2024 Ordinance Effective 30 days following publication
- November 5, 2024 Election Day (Salary change not effective until after the election)
- January 1, 2025 Salary change effective date per language in ordinance

ORDINANCE NO. 1062

**AN ORDINANCE OF THE CITY OF NORTHFIELD, MINNESOTA
AMENDING SECTION 2-26 OF CITY CODE RELATING TO COUNCIL
COMPENSATION**

**THE CITY COUNCIL OF THE CITY OF NORTHFIELD DOES ORDAIN THAT
NORTHFIELD CODE SEC. 2-26 IS HEREBY AMENDED AS FOLLOWS:** (new material
is underlined; deleted material is lined out):

Sec. 2-26. Compensation.


- (a) The annual salary for the elected members of the city council shall be in the amount of \$10,027 commencing January 1, 2025, and shall be increased to the amount of \$10,302 commencing January 1, 2026.
- (b) The annual salary for the mayor shall be in the amount of \$13,369 commencing January 1, 2025, and shall be increased to the amount of \$13,736 commencing January 1, 2026.
- (c) The salaries established shall be paid on a biweekly basis.
- (d) The salaries established by this section shall be effective as of the dates set forth above and shall continue in the amounts which will be effective January 1, 2025, until changed as provided by state law.

Passed by the City Council of the City of Northfield, Minnesota, this 9th day of July, 2024.

ATTEST:



City Clerk



Mayor

First Reading: 06/18/2024
Second Reading: 07/09/2024
Published: 07/17/2024

VOTE: Y POWNELL Y HOLMES N NESS Y PETERSON WHITE
Y REISTER Y SOKUP Y ZUCCOLOTTO



City of Northfield

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

Legislation Text

File #: Ord. 1040, Version: 1

City Council Meeting Date: June 21, 2022

To: Mayor and City Council

From: Ben Martig, City Administrator

Consideration of First Reading of Ordinance No. 1040 Amending Section 2-26 of City Code Relating to 2023 and 2024 Mayor and City Council Compensation.

Action Requested:

The Northfield City Council considers the first reading of the Ordinance No. 1040 - Amending Section 2-26 of the City Code Relating to Council Compensation. This ordinance would increase the Mayor and City Council salaries by 3.0% commencing January 1, 2023 and another increase of 2.75% commencing January 1, 2024.

Summary Report:

The City Council approved Ordinance No. 1014 - Amending Section 2-26 of the City Code Relating to Council Compensation (attachment 2) in July 2020 setting Council compensation for 2021 and 2022. The following section of the City Code has set the current compensation of the Mayor and City Council:

Article II. City Council Division 1. - Generally

Sec. 2-26. - Compensation.

- (a) The annual salary for the elected members of the city council shall be in the amount of \$8,995.69 commencing January 1, 2021, and shall be increased to the amount of \$9,220.58 commencing January 1, 2022.
- (b) The annual salary for the mayor shall be in the amount of \$11,994.98 commencing January 1, 2021, and shall be increased to the amount of \$12,294.86 commencing January 1, 2022.
- (c) The salaries established shall be paid on a biweekly basis.
- (d) The salaries established by this section shall be effective as of the dates set forth above and shall continue in the amounts which will be effective January 1, 2021, until changed as provided by state law.

(Code 1986, § 100:45; Ord. No. 816, 10-18-2004; Ord. No. 959, 8-5-2014; Ord. No. 984, 9-20-2016; Ord. No. 997, 5-1-2018; Ord. No. 1014, 7-21-2020)

State law reference(s)-Authority to fix salary of council, Minn. Stat. § 415.11.

The following state law requires that there shall be no change in wages until after the next succeeding municipal election:

415.11 SECOND TO FOURTH CLASS CITIES; GOVERNING BODY SALARIES.

Subdivision 1. Set by ordinance. Notwithstanding the provisions of any general or special law, charter, or ordinance, the governing body of any statutory or home rule charter city of the second, third or fourth class may by ordinance fix their own salaries as members of such governing body, and the salary of the chief elected executive officer of such city, in such amount as they deem reasonable.

Subd. 2. After next election. No change in salary shall take effect until after the next succeeding municipal election.

Subd. 3. Temporary reductions. Notwithstanding subdivision 2 or a charter provision to the contrary, the governing body may enact an ordinance to take effect before the next succeeding municipal election that reduces the salaries of the members of the governing body. The ordinance shall be in effect for 12 months, unless another period of time is specified in the ordinance, after which the salary of the members reverts to the salary in effect immediately before the ordinance was enacted.

Attached is the Council background information from the last ordinance that was adopted.

City Administrator Martig is suggesting following city employees general adjustment to base pay plan from the last two years of 2021 and 2022 for the Mayor and Council's 2023 and 2024 compensation increase. This has been the practice employed for the last two times the council adjusted payments.

	Current	Proposed 2023	Proposed 2024
Mayor	\$12,294.86	\$12,664.00	\$13,012.00
Council	\$9,220.58	\$9,498.00	\$9,759.00

Below are some comparable cities current (2022) compensation for reference:

City	Mayor	Council
Owatonna	\$10,800.00	\$8,400.00
White Bear Lake	9,600.00	7,500.00
Elk River	10,000.00	7,000.00
Faribault	10,880.00	8,420.00
Crystal	11,015.88	8,474.40
Hastings	9,400.00	7,200.00
New Brighton	8,600.00	7,000.00
New Hope	14,233.00	10,395.00
Forest Lake	No Response by packet deadline	
West St. Paul	No Response by packet deadline	
Columbia Heights	13,800.00	7,800.00

Stillwater	9,600.00	7,200.00
Northfield	12,294.86	9,220.58
Median	\$10,800.00	\$7,800.00

In order to implement a change to be effective for anytime between 2023 and 2024, the Council would need to initiate a first reading on or before September 2022. The tentative timeline is summarized below.

Alternative Options:

- A. Take no action. The City Council would not need to take any action. In this case, the compensation would remain at the current levels at least through the end of 2024.
- B. Propose other increase or decrease from the recommended level.
- C. Discuss possible alternate process to review and recommend to the City Council.

Financial Impacts:

The increase each year is proposed at 3.00% for 2023 and 2.75% for 2024 for the Mayor and City Council.

The proposed 2023 budget impact for the Mayor and Council would be an additional expense of \$2,031 over 2022. The proposed 2024 budget impact for the Mayor and Council would be an additional expense of \$1,914 over 2023.

Tentative Timelines:

- June 21, 2022 First Reading of Ordinance
- July 12, 2022 Second Reading of Ordinance
- July 20, 2022 Publication
- August 20, 2022 Ordinance Effective 30 days following publication
- November 8, 2022 Election Day (Salary change not effective until after the election)
- January 1, 2023 Salary change effective date per language in ordinance



City of Northfield

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

Legislation Text

File #: Ord. 1040, Version: 1

City Council Meeting Date: July 12, 2022

To: Mayor and City Council

From: Ben Martig, City Administrator

Consideration of Second Reading of Ordinance No. 1040 Amending Section 2-26 of City Code Relating to 2023 and 2024 Mayor and City Council Compensation.

Action Requested:

The Northfield City Council considers the second reading of the Ordinance No. 1040 - Amending Section 2-26 of the City Code Relating to Council Compensation. This ordinance would increase the Mayor and City Council salaries by 3.0% commencing January 1, 2023 and another increase of 2.75% commencing January 1, 2024.

Summary Report:

The City Council approved the first reading of Ordinance No. 1040 at their June 21, 2022 Council Meeting. The City Council approved Ordinance No. 1014 - Amending Section 2-26 of the City Code Relating to Council Compensation (attachment 2) in July 2020 setting Council compensation for 2021 and 2022. The following section of the City Code has set the current compensation of the Mayor and City Council:

Article II. City Council Division 1. - Generally

Sec. 2-26. - Compensation.

- (a) The annual salary for the elected members of the city council shall be in the amount of \$8,995.69 commencing January 1, 2021, and shall be increased to the amount of \$9,220.58 commencing January 1, 2022.
 - (b) The annual salary for the mayor shall be in the amount of \$11,994.98 commencing January 1, 2021, and shall be increased to the amount of \$12,294.86 commencing January 1, 2022.
 - (c) The salaries established shall be paid on a biweekly basis.
 - (d) The salaries established by this section shall be effective as of the dates set forth above and shall continue in the amounts which will be effective January 1, 2021, until changed as provided by state law.
- (Code 1986, § 100:45; Ord. No. 816, 10-18-2004; Ord. No. 959, 8-5-2014; Ord. No. 984, 9-20-2016; Ord. No. 997, 5-1-2018; Ord. No. 1014, 7-21-2020)

State law reference(s)-Authority to fix salary of council, Minn. Stat. § 415.11.

The following state law requires that there shall be no change in wages until after the next succeeding municipal election:

415.11 SECOND TO FOURTH CLASS CITIES; GOVERNING BODY SALARIES.

Subdivision 1. Set by ordinance. Notwithstanding the provisions of any general or special law, charter, or ordinance, the governing body of any statutory or home rule charter city of the second, third or fourth class may by ordinance fix their own salaries as members of such governing body, and the salary of the chief elected executive officer of such city, in such amount as they deem reasonable.

Subd. 2. After next election. No change in salary shall take effect until after the next succeeding municipal election.

Subd. 3. Temporary reductions. Notwithstanding subdivision 2 or a charter provision to the contrary, the governing body may enact an ordinance to take effect before the next succeeding municipal election that reduces the salaries of the members of the governing body. The ordinance shall be in effect for 12 months, unless another period of time is specified in the ordinance, after which the salary of the members reverts to the salary in effect immediately before the ordinance was enacted.

Attached is the Council background information from the last ordinance that was adopted.

City Administrator Martig is suggesting following city employees general adjustment to base pay plan from the last two years of 2021 and 2022 for the Mayor and Council's 2023 and 2024 compensation increase. This has been the practice employed for the last two times the council adjusted payments.

	Current	Proposed 2023	Proposed 2024
Mayor	\$12,294.86	\$12,664.00	\$13,012.00
Council	\$9,220.58	\$9,498.00	\$9,759.00

Below are some comparable cities current (2022) compensation for reference:

City	Mayor	Council
Owatonna	\$10,800.00	\$8,400.00
White Bear Lake	9,600.00	7,500.00
Elk River	10,000.00	7,000.00
Faribault	10,880.00	8,420.00
Crystal	11,015.88	8,474.40
Hastings	9,400.00	7,200.00
New Brighton	8,600.00	7,000.00
New Hope	14,233.00	10,395.00
Forest Lake	No Response by packet deadline	

	No Response by packet deadline	
West St. Paul		
Columbia Heights	13,800.00	7,800.00
Stillwater	9,600.00	7,200.00
Northfield	12,294.86	9,220.58
Median	\$10,800.00	\$7,800.00

In order to implement a change to be effective for anytime between 2023 and 2024, the Council would need to initiate a first reading on or before September 2022. The tentative timeline is summarized below.

Alternative Options:

- A. Take no action. The City Council would not need to take any action. In this case, the compensation would remain at the current levels at least through the end of 2024.
- B. Propose other increase or decrease from the recommended level.
- C. Discuss possible alternate process to review and recommend to the City Council.

Financial Impacts:

The increase each year is proposed at 3.00% for 2023 and 2.75% for 2024 for the Mayor and City Council.

The proposed 2023 budget impact for the Mayor and Council would be an additional expense of \$2,031 over 2022. The proposed 2024 budget impact for the Mayor and Council would be an additional expense of \$1,914 over 2023.

Tentative Timelines:

- ✓ June 21, 2022 First Reading of Ordinance
- ✓ July 12, 2022 Second Reading of Ordinance
- July 20, 2022 Publication
- August 20, 2022 Ordinance Effective 30 days following publication
- November 8, 2022 Election Day (Salary change not effective until after the election)
- January 1, 2023 Salary change effective date per language in ordinance

ORDINANCE NO. 1040

**AN ORDINANCE OF THE CITY OF NORTHFIELD, MINNESOTA
AMENDING SECTION 2-26 OF CITY CODE RELATING TO COUNCIL
COMPENSATION**

**THE CITY COUNCIL OF THE CITY OF NORTHFIELD DOES ORDAIN THAT
NORTHFIELD CODE SEC. 2-26 IS HEREBY AMENDED AS FOLLOWS:**

Sec. 2-26. Compensation.

- (a) The annual salary for the elected members of the city council shall be in the amount of \$9,498 commencing January 1, 2023, and shall be increased to the amount of \$9,759 commencing January 1, 2024.
- (b) The annual salary for the mayor shall be in the amount of \$12,664 commencing January 1, 2023, and shall be increased to the amount of \$13,012 commencing January 1, 2024.
- (c) The salaries established shall be paid on a biweekly basis.
- (d) The salaries established by this section shall be effective as of the dates set forth above and shall continue in the amounts which will be effective January 1, 2023, until changed as provided by state law.

Passed by the City Council of the City of Northfield, Minnesota, this 12th day of July, 2022.

ATTEST:



City Clerk



Mayor

First Reading: 06/21/2022
Second Reading: 07/12/2022
Published: 07/20/2022

VOTE: Y POWNELL Y GRABAU Y NESS
 absent PETERSON WHITE Y REISTER Y ZUCCOLOTTO

ORDINANCE NO. 1040

AN ORDINANCE OF THE CITY OF NORTHFIELD, MINNESOTA
AMENDING SECTION 2-26 OF CITY CODE RELATING TO COUNCIL
COMPENSATION

THE CITY COUNCIL OF THE CITY OF NORTHFIELD DOES ORDAIN THAT
NORTHFIELD CODE SEC. 2-26 IS HEREBY AMENDED AS FOLLOWS: (new material
is underlined; deleted material is lined out):

Sec. 2-26. Compensation.

- (a) The annual salary for the elected members of the city council shall be in the amount of ~~\$8,995.69~~ \$9,498 commencing January 1, 202~~13~~4, and shall be increased to the amount of ~~\$9,220.58~~ \$9,759 commencing January 1, 202~~24~~4.
- (b) The annual salary for the mayor shall be in the amount of ~~\$11,994.98~~ \$12,664 commencing January 1, 202~~13~~4, and shall be increased to the amount of ~~\$12,294.86~~ \$13,012 commencing January 1, 202~~24~~4.
- (c) The salaries established shall be paid on a biweekly basis.
- (d) The salaries established by this section shall be effective as of the dates set forth above and shall continue in the amounts which will be effective January 1, 202~~13~~4, until changed as provided by state law.

Passed by the City Council of the City of Northfield, Minnesota, this 12th day of July, 2022.

ATTEST:


City Clerk


Mayor

First Reading: 06/21/2022
Second Reading: 07/12/2022
Published: 07/20/2022

VOTE: Y POWNELL Y GRABAU ~~___~~ NAKASIAN Y NESS
absent PETERSON WHITE Y REISTER Y ZUCCOLOTTO

ORDINANCE NO. 1014

AN ORDINANCE AMENDING SECTION 2-26 OF CITY CODE RELATING TO COUNCIL COMPENSATION

THE CITY COUNCIL OF THE CITY OF NORTHFIELD DOES ORDAIN THAT NORTHFIELD CODE SEC. 2-26 IS HEREBY AMENDED AS FOLLOWS: (new material is underlined; deleted material is lined out):

Sec. 2-26. Compensation.

- (a) The annual salary for the elected members of the city council shall be in the amount of ~~\$8,604.20~~\$8,995.69 commencing January 1, ~~2019~~2021, and shall be increased to the amount of ~~\$8,776.28~~\$9,220.58 commencing January 1, ~~2020~~2022.
- (b) The annual salary for the mayor shall be in the amount of ~~\$11,472.96~~\$11,994.98 commencing January 1, ~~2019~~2021, and shall be increased to the amount of ~~\$11,702.42~~\$12,294.86 commencing January 1, ~~2020~~2022.
- (c) The salaries established shall be paid on a biweekly basis.
- (d) The salaries established by this section shall be effective as of the dates set forth above and shall continue in the amounts which will be effective January 1, ~~2019~~2021, until changed as provided by state law.

Passed by the City Council of the City of Northfield, Minnesota, this 21st day of July, 2020.

ATTEST:

Debra Rette
City Clerk

Shonda Powell
Mayor

First Reading: 07/07/2020
Second Reading: 07/21/2020
Published: 07/29/2020

VOTE: Y POWNELL N DELONG Y GRABAU Y NAKASIAN
Y NESS Y PETERSON WHITE Y ZWEIFEL



City of Northfield

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

Legislation Text

File #: Ord. 1014, Version: 1

City Council Meeting Date: July 21, 2020

To: Mayor and City Council

From: Ben Martig, City Administrator

Consideration of Ordinance Amending Section 2-26 of City Code Relating to 2021 and 2022 Mayor and City Council Compensation.

Action Requested:

The Northfield City Council considers the second reading of the attached Ordinance - Amending Section 2-26 of the City Code Relating to Council Compensation. This ordinance would increase the Mayor and City Council salaries by 2.5% commencing January 1, 2021 and another increase of 2.5% commencing January 1, 2022.

Summary Report:

The City Council approved Ordinance No. 997 - Amending Section 2-26 of the City Code Relating to Council Compensation (attachment 2) in May 2018 setting Council compensation for 2019 and 2020. The following section of the City Code has set the current compensation of the Mayor and City Council:

Article II. City Council Division 1. - Generally

Sec. 2-26. - Compensation.

Sec. 2-26. - Compensation.

- (a) The annual salary for the elected members of the city council shall be in the amount of \$8,604.20 commencing January 1, 2019, and shall be increased to the amount of \$8,776.28 commencing January 1, 2020.
- (b) The annual salary for the mayor shall be in the amount of \$11,472.96 commencing January 1, 2019, and shall be increased to the amount of \$11,702.42 commencing January 1, 2020.
- (c) The salaries established shall be paid on a biweekly basis.
- (d) The salaries established by this section shall be effective as of the dates set forth above and shall continue in the amounts which will be effective January 1, 2019, until changed as provided by state law.

(Code 1986, § 100:45; Ord. No. 816, 10-18-2004; Ord. No. 959, 8-5-2014; Ord. No. 984, 9-20-2016; Ord. No. 997, 5-1-2018)

State Law reference- Authority to fix salary of council, Minn. Stat. § 415.11.

The following state law requires that there shall be no change in wages until after the next succeeding municipal election:

415.11 SECOND TO FOURTH CLASS CITIES; GOVERNING BODY SALARIES.

Subdivision 1. Set by ordinance.

Notwithstanding the provisions of any general or special law, charter, or ordinance, the governing body of any statutory or home rule charter city of the second, third or fourth class may by ordinance fix their own salaries as members of such governing body, and the salary of the chief elected executive officer of such city, in such amount as they deem reasonable.

Subd. 2. After next election.

No change in salary shall take effect until after the next succeeding municipal election.

Subd. 3. Temporary reductions.

Notwithstanding subdivision 2 or a charter provision to the contrary, the governing body may enact an ordinance to take effect before the next succeeding municipal election that reduces the salaries of the members of the governing body. The ordinance shall be in effect for 12 months, unless another period of time is specified in the ordinance, after which the salary of the members reverts to the salary in effect immediately before the ordinance was enacted.

Attached is the Council background information from the last ordinance that was adopted.

City Administrator Martig is suggesting following city employees general adjustment to base pay plan from the last two years of 2019 and 2020 for the Mayor and Council's 2021 and 2022 compensation increase. This was a similar practice for 2017 and 2018 and 2019 and 2020 that was previously implemented. For 2021 and 2022, this would be an increase of 2.5% per year.

	Current	Proposed 2021	Proposed 2022
Mayor	\$11,702.42	\$11,994.98	\$12,294.86
Council	\$8,776.28	\$8,995.69	\$9,220.58

Below are some comparable cities current (2020) compensation for reference:

City	Mayor	Council
Owatonna	\$10,800.00	\$8,400.00
White Bear Lake	9,600.00	7,500.00
Elk River	10,000.00	7,000.00
Faribault	10,880.00	8,420.00
Crystal	10,885.34	8,373.96
Hastings	9,600.00	7,200.00
New Brighton	8,600.00	7,000.00
New Hope	13,416.00	9,798.00
South St. Paul	12,300.00	8,700.00
Forest Lake	No Response by packet deadline	
West St. Paul	9,355.56	7,507.44

Columbia Heights	13,800.00	7,800.00
Stillwater	9,000.00	7,200.00
Northfield	11,702.42	8,776.28
Median	\$10,800.00	\$7,800.00

In order to implement a change to be effective for anytime between 2021 and 2022, the Council would need to initiate a first reading on or before September 2020. The tentative timeline is summarized below.

Alternative Options:

- A. Take no action. The City Council would not need to take any action. In this case, the compensation would remain at the current levels at least through the end of 2022.
- B. Propose other increase or decrease from the recommended level.
- C. Discuss possible alternate process to review and recommend to the City Council.

Financial Impacts:

The increase each year is proposed at 2.5% for the Mayor and City Council.

The proposed 2021 budget impact for the Mayor and Council would be an additional expense of \$1,609.00 over 2020. The proposed 2022 budget impact for the Mayor and Council would be an additional expense of \$1,649.23 over 2021.

Tentative Timelines:

July 7, 2020	First Reading of Ordinance
July 21, 2020	Second Reading of Ordinance
July 29, 2020	Publication
August 28, 2020	Ordinance Effective 30 days following publication
November 3, 2020	Election Day (Salary change not effective until after the election)
January 1, 2021	Salary change effective date per language in ordinance

ORDINANCE NO. 997

AN ORDINANCE AMENDING SECTION 2-26 OF CITY CODE RELATING TO COUNCIL COMPENSATION

THE CITY COUNCIL OF THE CITY OF NORTHFIELD DOES ORDAIN THAT NORTHFIELD CODE SEC. 2-26 IS HEREBY AMENDED AS FOLLOWS: (new material is underlined; deleted material is lined out):

Sec. 2-26. Compensation.

- (a) The annual salary for the elected members of the city council shall be in the amount of ~~\$8,310.82~~ \$8,604.20 commencing January 1, ~~2017~~, and shall be increased to the amount of ~~\$8,435.49~~ \$8,776.28 commencing January 1, ~~2018~~ 2020.
- (b) The annual salary for the mayor shall be in the amount of ~~\$11,081.77~~ \$11,472.96 commencing January 1, ~~2017~~ 2019, and shall be increased to the amount of ~~\$11,248.00~~ \$11,702.42 commencing January 1, ~~2018~~ 2020.
- (c) The salaries established shall be paid on a biweekly basis.
- (d) The salaries established by this section shall be effective as of the dates set forth above and shall continue in the amounts which will be effective January 1, ~~2017~~ 2019, until changed as provided by state law.

Passed by the City Council of the City of Northfield, Minnesota, this 17th day of April, 2018.

ATTEST:

Debra Ritt
City Clerk

Shonda Powell
Mayor

First Reading: 04/17/2018
Second Reading: 5/1/2018
Published: 5/9/2018

VOTE: Y POWNELL N COLBY N DELONG Y NAKASIAN
N NESS Y PETERSON WHITE Y ZWEIFEL



City of Northfield

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

Legislation Text

File #: Ord. 997, Version: 1

City Council Meeting Date: May 1, 2018

To: Mayor and City Council

From: Ben Martig, City Administrator

Consideration of Ordinance Amending Section 2-26 of City Code Relating to 2019 and 2020 Mayor and City Council Compensation

Action Requested:

Staff recommends approval of the second reading of Ordinance No. 997 - Amending Section 2-26 of the City Code Relating to Council Compensation. This ordinance would increase the Mayor and City Council salaries by 2% commencing January 1, 2019 and another increase of 2% commencing January 1, 2020.

Summary Report:

The City Council approved the first reading of Ordinance No. 997 - Amending Section 2-26 of the City Code Relating to Council Compensation. City Council approved Ordinance No. 984 (copy attached) in September 2016 setting Council compensation for 2017 & 2018. The following section of the City Code has set the current compensation of the Mayor and City Council:

Article II. City Council Division I. - Generally

Sec. 2-26. - Compensation.

- (a) The annual salary for the elected members of the city council shall be in the amount of \$8,310.82 commencing January 1, 2017, and shall be increased to the amount of \$8,435.49 commencing January 1, 2018.
- (b) The annual salary for the mayor shall be in the amount of \$11,081.77 commencing January 1, 2017, and shall be increased to the amount of \$11,248.00 commencing January 1, 2018.
- (c) The salaries established shall be paid on a biweekly basis.
- (d) The salaries established by this section shall be effective as of the dates set forth above and shall continue in the amounts which will be effective January 1, 2017, until changed as provided by state law.

(Code 1986, § 100:45; Ord. No. 816, 10-18-2004; Ord. No. 959, 8-5-2014; Ord. No. 984, 9-20-2016)

State Law reference- Authority to fix salary of council, Minn. Stat. § 415.11.

The following state law requires that there shall be no change in wages until after the next succeeding municipal election:

415.11 SECOND TO FOURTH CLASS CITIES; GOVERNING BODY SALARIES.

Subdivision 1. Set by ordinance.

Notwithstanding the provisions of any general or special law, charter, or ordinance, the governing body of any statutory or home rule charter city of the second, third or fourth class may by ordinance fix their own salaries as members of such governing body, and the salary of the chief elected executive officer of such city, in such amount as they deem reasonable.

Subd. 2. After next election.

No change in salary shall take effect until after the next succeeding municipal election.

Subd. 3. Temporary reductions.

Notwithstanding subdivision 2 or a charter provision to the contrary, the governing body may enact an ordinance to take effect before the next succeeding municipal election that reduces the salaries of the members of the governing body. The ordinance shall be in effect for 12 months, unless another period of time is specified in the ordinance, after which the salary of the members reverts to the salary in effect immediately before the ordinance was enacted.

Attached is the Council background information from the last ordinance that was adopted.

City Administrator Martig is suggesting following city employees general adjustment to base pay plan from the last two years of 2017 and 2018 for the Mayor and Council's 2019 and 2020 compensation increase. This was a similar practice for 2017 and 2018 that was previously implemented. For 2019 and 2020, this would be an increase of 2% per year.

	Current	Proposed 2019	Proposed 2020
Mayor	\$11,248.00	\$11,472.96	\$11,702.42
Council	\$8,435.49	\$8,604.20	\$8,776.28

Below are some comparable cities current (2018) compensation for reference:

City	Mayor	Council
Owatonna	\$10,200.00	\$7,800.00
White Bear Lake	9,600.00	7,500.00
Elk River	10,000.00	7,500.00
Faribault	8,480.00	7,220.00
Crystal	10,619.84	8,169.72
Hastings	9,400.00	7,200.00
New Brighton	8,600.00	7,000.00
New Hope	12,646.00	9,236.00
South St. Paul	12,300.00	8,700.00
Forest Lake	6,500.00	5,500.00
West St. Paul	8,910.00	7,150.00
Columbia Heights	13,800.00	7,800.00

File #: Ord. 997, Version: 1

Stillwater	9,000.00	7,200.00
Northfield	11,248.00	8,435.49
Mean	10,093.13	7,600.80
Median	10,000.00	7,500.00

Proposed 2019 rates were available for 2 cities as follows:

Owatonna	\$10,800.00	\$8,400.00
Faribault	\$10,880.00	\$8,420.00

In order to implement a change to be effective for anytime between 2019 and 2020, the Council would need to initiate a first reading before September 2018. The tentative timeline is summarized below.

Alternative Options:

- A. Take no action. The City Council would not need to take any action. In this case, the compensation would remain at the current levels at least through the end of 2020.
- B. Propose other increase or decrease from the recommended level.
- C. Discuss possible alternate process to review and recommend to the City Council.

Financial Impacts:

The increase each year is proposed at 2% for the Mayor and City Council.

The proposed 2019 budget impact for the Mayor and Council would be an additional expense of \$1,237.22. The proposed 2020 budget impact for the Mayor and Council would be an additional expense of \$1,261.96.

Tentative Timelines:

April 17, 2018	First Reading of Ordinance
May 1, 2018	Second Reading of Ordinance
May 9, 2018	Publication
June 9, 2018	Ordinance Effective 30 days following publication
November 6, 2018	Election Day (Salary change not effective until after the election)
January 1, 2019	Salary change effective date per language in ordinance

ORDINANCE NO. 1014

AN ORDINANCE AMENDING SECTION 2-26 OF CITY CODE RELATING TO COUNCIL COMPENSATION

THE CITY COUNCIL OF THE CITY OF NORTHFIELD DOES ORDAIN THAT NORTHFIELD CODE SEC. 2-26 IS HEREBY AMENDED AS FOLLOWS: (new material is underlined; deleted material is lined out):

Sec. 2-26. Compensation.

- (a) The annual salary for the elected members of the city council shall be in the amount of ~~\$8,604.20~~\$8,995.69 commencing January 1, ~~2019~~2021, and shall be increased to the amount of ~~\$8,776.28~~\$9,220.58 commencing January 1, ~~2020~~2022.
- (b) The annual salary for the mayor shall be in the amount of ~~\$11,472.96~~\$11,994.98 commencing January 1, ~~2019~~2021, and shall be increased to the amount of ~~\$11,702.42~~\$12,294.86 commencing January 1, ~~2020~~2022.
- (c) The salaries established shall be paid on a biweekly basis.
- (d) The salaries established by this section shall be effective as of the dates set forth above and shall continue in the amounts which will be effective January 1, ~~2019~~2021, until changed as provided by state law.

Passed by the City Council of the City of Northfield, Minnesota, this 21st day of July, 2020.

ATTEST:

Deb Little

Rhonda Pownell

City Clerk

Mayor

First Reading: 07/07/2020

Second Reading: 07/21/2020

Published: 07/29/2020

VOTE: Y POWNELL N DELONG Y GRABAU Y NAKASIAN
Y NESS Y PETERSON WHITE Y ZWEIFEL

88744

AFFIDAVIT OF PUBLICATION

[LEGAL.TEXT]

PUBLIC NOTICES

I do solemnly swear that the notice, as per the proof, was published in the regular and entire edition of the

Northfield News

with the known office of issue being located in the county of:

Rice

with additional circulation in the counties of:

Rice

and has full knowledge of the facts stated below:

- (A) The newspaper has complied with all of the requirements constituting qualification as a qualified newspaper as provided by Minn. Stat. §331A.02.
- (B) This Public Notice was printed and published in said newspaper(s) once each week, for 1 successive week(s); the first insertion being on 07/29/2020.

MORTGAGE FORECLOSURE NOTICES

Pursuant to Minnesota Stat. §580.033 relating to the publication of mortgage foreclosure notices: The newspaper complies with the conditions described in §580.033, subd. 1, clause (1) or (2). If the newspaper's known office of issue is located in a county adjoining the county where the mortgaged premises or some part of the mortgaged premises described in the notice are located, a substantial portion of the newspaper's circulation is in the latter county.

By: Sarah Eds
Authorized Agent

By: Sarah Edcamilla
Print Name

Subscribed and sworn to or affirmed before me on 8-4-20 by:

Di Schmidt
Notary Public



Rate Information:

(1) Lowest classified rate paid by commercial users for comparable space:

\$23.25 per column inch

Open Rate

Ad ID 88744

AFFIDAVIT OF PUBLICATION

PUBLIC NOTICES

I do solemnly swear that the notice, as per the proof, was published in the regular and entire edition of the

Northfield News

with the known office of issue being located in the county of:

Rice

with additional circulation in the counties of:

Rice

and has full knowledge of the facts stated below:

- (A) The newspaper has complied with all of the requirements constituting qualification as a qualified newspaper as provided by Minn. Stat. §331A.02.
- (B) This Public Notice was printed and published in said newspaper(s) once each week, for 1 successive week(s); the first insertion being on 07/20/2022.

MORTGAGE FORECLOSURE NOTICES

Pursuant to Minnesota Stat. §580.033 relating to the publication of mortgage foreclosure notices: The newspaper complies with the conditions described in §580.033, subd. 1, clause (1) or (2). If the newspaper's known office of issue is located in a county adjoining the county where the mortgaged premises or some part of the mortgaged premises described in the notice are located, a substantial portion of the newspaper's circulation is in the latter county.

By: Andrea White
Authorized Agent

By: Andrea White
Print Name

Subscribed and sworn to or affirmed before me on 7/25/22 by:

Dianna L. Kallimanes-Schmidt
Notary Public



Rate Information:

(1) Lowest classified rate paid by commercial users for comparable space:

\$18.00 per column inch
Open Rate

Ad ID 120810

SUMMARY PUBLICATION
OF CITY OF NORTHFIELD
ORDINANCE NO. 1040
AN ORDINANCE OF THE
CITY OF NORTHFIELD,
MINNESOTA AMENDING
SECTION 2-26 OF CITY
CODE RELATING TO
COUNCIL COMPENSATION
Summary: Ordinance No.
1040 amends Section 2-26
of City Code relating to
Council Compensation to
include the annual salaries
for elected Mayor and City
Council for 2023 and 2024.
The complete text of Ordinance
No. 1040 may be obtained
at no charge at City Hall
(801 Washington Street,
Northfield, MN 55057) or
on the City's website at
www.ci.northfield.mn.us.
120810 NN 7/20



Legislation Text

File #: 24-448, Version: 1

City Council Meeting Date: July 9, 2024

To: Mayor and City Council

From: Ben Martig, City Administrator

Consideration of Summary Publication of Ordinance No. 1062 Amending Section 2-26 of City Code Relating to 2025 and 2026 Mayor and City Council Compensation.

Action Requested:

The Northfield City Council is asked to make a motion approving the summary publication of Ordinance No. 1062.

Summary Report:

The Northfield City Council has approved the first reading of Ordinance No. 1062 at their June 18, 2024 Council Meeting. The second reading is a separate item on the Consent Agenda.

Alternative Options:

The City Council could direct staff to publish the entire ordinance.

Financial Impacts:

The cost to publish the entire ordinance would be approximately four times more than the cost to publish the summary.

Tentative Timelines:

- ✓ June 18, 2024 First Reading of Ordinance
- July 9, 2024 Second Reading of Ordinance
- July 17, 2024 Publication
- August 16, 2024 Ordinance Effective 30 days following publication
- November 5, 2024 Election Day (Salary change not effective until after the election)
- January 1, 2025 Salary change effective date per language in ordinance

SUMMARY PUBLICATION OF CITY OF NORTHFIELD ORDINANCE NO. 1062

AN ORDINANCE OF THE CITY OF NORTHFIELD, MINNESOTA AMENDING SECTION 2-26 OF CITY CODE RELATING TO COUNCIL COMPENSATION

Summary: Ordinance No. 1062 amends Section 2-26 of City Code relating to Council Compensation to include the annual salaries for elected Mayor and City Council for 2025 and 2026.

The complete text of Ordinance No. 1062 may be obtained at no charge at City Hall (801 Washington Street, Northfield, MN 55057) or on the City's website at www.northfieldmn.gov.



Legislation Text

File #: 26-262, Version: 1

City Council Meeting Date: May 19, 2026

To: Mayor and City Council
City Administrator

From: Risi Karim, Assistant City Administrator

Consider Approving Application for the MN Department of Commerce Microgrid at Community Lifeline Facilities Grant Program

Action Requested:

The Northfield City Council approves the application submittal for the MN Department of Commerce Microgrid at Community Lifeline Facilities Grant Program

Summary Report:

Staff submitted a grant application to the Minnesota Department of Commerce in October 2025 requesting \$78,000 in funding. This report is being provided for Council information and post-approval acknowledgement in accordance with the City's grants policy. It also provides additional background regarding the grant application and award outcome. Staff will continue to keep the Council informed of future opportunities related to this initiative.

On December 16, 2025, the City was notified that the application had been selected for funding.

Earlier this year, the City installed a 40 kW rooftop solar photovoltaic (PV) array at the Northfield Community Resource Center (NCRC) through the state-funded Solar on Public Facilities program. The system provides a local source of carbon-free electricity, helping offset the building's energy consumption and reduce greenhouse gas emissions.

As part of this grant award, the City intends to add a battery energy storage system to enhance the building's energy resilience. The existing solar array would serve as the renewable energy generation source within a microgrid system, while the proposed battery storage system would capture and store excess solar energy for use during grid outages or periods of peak demand.

Together, these improvements would allow the NCRC to maintain critical operations and function as a community lifeline facility during emergencies or extended power interruptions.

Alternative Options:

None recommended.

Financial Impacts:

File #: 26-262, Version: 1

Grant Funds: \$78,000, no city match requested

Tentative Timelines:

Application submitted: October 16th, 2025

Grant awarded: December 16th, 2025

Application Report



Applicant Organization:	City of Northfield
Application:	Northfield Community Resource Center - Battery Energy Storage System
App ID:	App-25-1890
Funding Announcement:	Microgrids at Community Lifeline Facilities
Requested Amount:	\$78,000.00

Project Summary: The City of Northfield is proposing the design and installation of a battery bank integrated with the existing 40 kW rooftop solar array at the Northfield Community Resource Center (NCRC). The project will create a resilient, sustainable power system that supports critical community services during grid outages and severe weather events.

Authorized Certifying Official:	Ben Martig	Ben.Martig@northfieldmn.gov	507-645-3060
Department Director/Manager:	Ben Martig	Ben.Martig@northfieldmn.gov	507-645-3060
Project Manager/Coordinator:	Risi Karim	risi.karim@northfieldmn.gov	507-645-3074
Compliance/Fiscal Officer:	Brenda Angelstad	Brenda.Angelstad@northfieldmn.gov	507-645-3016

APPLICANT QUESTIONS

Section Name: Organization Background and Experience

Sub-Section Name: Organization Background and Experience

1. APPLICANT QUESTION: EXPERIENCE WITH SIMILAR WORK

Please describe your history of performing the work that will be funded by the grant. This could include project management or electrical work, among others.

- Please describe your organization's current staffing and budget. Explain your organization's capacity to administer this project.

Applicant Response:

The City of Northfield has extensive experience managing capital improvement projects and state funded initiatives, including those involving infrastructure, energy efficiency, and facility upgrades. The City has successfully been awarded multiple state and federal grants in recent years, including the Solar on Public Facilities grant, which enabled the installation of solar panels on the Northfield Community Resource Center (NCRC).

Building on that success, the City is well positioned to manage this project and any subsequent implementation phases. A project team has already been established, consisting of the Project Manager, Sustainability Coordinator, Facilities Manager, and City Engineer. This team brings strong project management, technical, and administrative expertise to ensure effective coordination, compliance, and timely delivery of results.

The City operates with an annual budget that supports a full range of municipal services and maintains a professional staff with the capacity to oversee grant funded projects. While local budget limitations have constrained the City's ability to independently fund large scale energy resilience improvements, these constraints have encouraged the pursuit of state and federal grant opportunities to advance sustainability and reliability goals for public facilities.

Through its proven track record, dedicated staff, and established internal processes, the City of Northfield demonstrates the capacity and readiness to successfully administer this project if awarded grant funding.

2. APPLICANT QUESTION: ACTIVE GRANT HISTORY WITH MINNESOTA DEPARTMENT OF COMMERCE

Have You Been Awarded Or Have An Active Grant From The Minnesota Department Of Commerce In The Past 5 Years?

Applicant Response:

Yes

3. APPLICANT QUESTION: OVERVIEW OF ORGANIZATION

Provide an overview of the organization, including when it was established, and its mission or goal.

Applicant Response:

The City of Northfield was established in 1855 and serves as a full service municipal organization dedicated to enhancing the quality of life for all who live, work, and visit the community. Northfield is recognized for its world-class colleges, historic riverfront downtown, and strong commitment to sustainability and inclusivity.

Vision

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 excellent quality of life where all can thrive.

Mission

The City of Northfield works for the common good of its residents and businesses and the improvement of the community by providing excellent, innovative municipal services that carry out the City's vision for a high quality of life for all.

Core Values

The City's work is guided by five core values:

Integrity: Delivering outstanding customer service with honesty, accountability, and fiscal responsibility.

Teamwork: Building collaboration and equity within the organization and community.

Excellence & Innovation: Focusing on continuous improvement and creative problem-solving.

Celebration: Valuing diversity, inclusion, and recognition of community and staff achievements.

Stewardship: Protecting the environment and investing in sustainable infrastructure and people.

Together, these principles guide the City's efforts to foster a thriving, resilient, and equitable community.

Section Name: Project Approach

Sub-Section Name: Project Approach

4. APPLICANT QUESTION: NARRATIVE FOR PROPOSED PROJECT

- Provide a narrative overview of, and the reasons to conduct the proposed project.
 1. Describe the population(s) and community lifeline(s) or hub(s) served and provide the justification for their selection.
 2. Projects that are already in development will be considered.
 3. Allowable projects for this funding opportunity include microgrid design and planning, installation, modification, or expansion.
 4. Allowable activities for this funding opportunity include, and are not limited to, feasibility studies, completion of design and/or engineering specifications, adding controllers to existing or new power systems, equipment purchasing, and construction.

Applicant Response:

The proposed project seeks to design and install a battery bank microgrid at the Northfield Community Resource Center (NCRC). The NCRC is a critical community lifeline facility serving a diverse population, including children in Head Start programs, older adults through the Senior Center, families accessing the local food shelf, and community members utilizing a range of social and educational services. Ensuring reliable, resilient power at this location is essential to maintaining continuous access to these vital services, particularly for vulnerable populations.

The primary goal of this project is to implement a battery bank microgrid that integrates with the existing 40 kW rooftop solar array, providing backup power during grid outages and protecting the facility from energy disruptions. The system will be designed to store and manage excess solar energy, maintain critical operations during emergencies, and ensure seamless operation for all essential programs hosted at the NCRC.

The project will follow a phased implementation approach:

1. Design and Engineering: Develop detailed specifications for the battery bank microgrid, including system size, configuration, and controls.
2. Procurement and Installation Planning: Identify necessary equipment, coordinate with contractors, and establish a project timeline.
3. Installation and Commissioning: Install the battery bank microgrid, test the system, and train staff on operation and maintenance.

By completing this project, the City will enhance energy resilience, improve sustainability, and safeguard essential community services for a broad and diverse population. The battery bank microgrid will allow the NCRC to continue functioning as a resilient community hub, ensuring uninterrupted access to critical programs for children, seniors, and families during power disruptions.

5. APPLICANT QUESTION: FACILITY & GEOGRAPHIC BOUNDARIES

Include a description of the facility and geographic boundaries of the anticipated project. Include a map, satellite photo, or other representation indicating the scope and boundaries of the anticipated project. Links may be included in the narrative

Applicant Response:

6.5-acre property located at 1651 Jefferson Parkway in Northfield, MN. It houses the 58,000 square foot City of Northfield Community Resource Center (NCRC). This facility includes a variety of community-focused organizations and services that provide essential services, housing, and support through various organizations serving the Northfield community.

<https://maps.app.goo.gl/46iUSbyBL31aMCpM7>

<https://maps.app.goo.gl/o7foLX5fv1vEdvwr6>

Documents:

NCRC Building.PNG

6. APPLICANT QUESTION: CARBON-FREE POWER GENERATION ASSETS

List any existing or proposed carbon-free power generation assets (rooftop photovoltaic systems, battery storage, etc.) within the project boundary and explain how these assets would interact with a microgrid. Include technology specifications as available.

Applicant Response:

The City of Northfield recently installed a 40 kW rooftop solar photovoltaic (PV) array at the Northfield Community Resource Center (NCRC) as part of the state funded Solar on Public Facilities program. The system provides a local source of carbon free electricity, helping to offset the building's energy consumption and reduce greenhouse gas emissions.

As part of this grant proposal, the City intends to explore the addition of a battery energy storage system or microgrid ready generator to enhance the building's energy resilience. The existing solar array would serve as the renewable generation source within the microgrid, while the proposed battery storage would store excess solar energy for use during grid outages or peak demand periods. Together, these assets would allow the NCRC to maintain critical operations and function as a community lifeline facility during emergencies or extended power interruptions.

7. APPLICANT QUESTION: PERMITTING REQUIREMENTS & INTERCONNECTION

Explain any state or local permit requirements and utility interconnection needs.

Applicant Response:

The installation of the battery energy storage system at the Northfield Community Resource Center (NCRC) will require coordination with Xcel Energy, the local electric utility, to complete the necessary interconnection application and approval process. The project will follow the Minnesota Distributed Energy Resource Interconnection Process (MN DIP), which governs the safe and reliable connection of distributed energy resources, such as solar and battery systems, to the utility grid. In addition to the interconnection process, the project will comply with all applicable state and local permitting requirements. The selected contractor will prepare and submit the required technical documentation, drawings, and safety certifications to ensure compliance with local codes and standards.

Coordination with Xcel Energy will begin early in the project to ensure that system design and installation meet interconnection requirements and safety protocols. Once installed, the system will undergo utility review and testing before being approved for operation.

8. APPLICANT QUESTION: STAKEHOLDER IDENTIFICATION

Identify key stakeholders and their roles and responsibilities.

Applicant Response:

The City of Northfield is the sole owner and operator of the NCRC building and is responsible for all aspects of its management, including operations, maintenance, safety, and compliance with local regulations and grant requirements. The City makes decisions regarding building upgrades, improvements, and programming and serves as the primary point of contact for all tenant and partner organizations. Regarding this project, the City's project team is responsible for the execution and management of all project activities. The building houses several partner organizations, including the Community Action Center (CAC), 50N, Healthy Community Initiative (HCI), United Way, Three Rivers, Workforce, and Rice County, each of which utilizes the space to deliver programs and services to the community. These organizations collaborate with the City on space usage, scheduling, and program needs and may participate in initiatives or grant-supported projects as appropriate. They have no defined roles or responsibilities for this project but are stakeholders in the project as it will directly benefit tenants of the building.

9. APPLICANT QUESTION: UTILITY LETTER OF SUPPORT

Provide a letter of support from the local distribution utility. If a letter of support from the local distribution utility was not obtainable, please explain and provide any other acknowledgement by the utility.

Applicant Response:

Xcel Letter Of Support Response_NFLD.Pdf

Additional Comments:

A letter of support from the local distribution utility, Xcel Energy, is not currently available. Xcel Energy has indicated that they are unable to provide a formal letter of support until the City's application is officially acknowledged and there are no immediate concerns. Additionally, interconnection assurance cannot be provided for the site prior to the submission of an interconnection application and subsequent approval through the Minnesota Distributed Energy Resource Interconnection Process (MN DIP).

10. APPLICANT QUESTION: LETTER FROM PARTICIPATING FACILITIES

Provide a letter of support from all participating facilities if there are multiple owners.

Applicant Response:

Letters Of Support_NFLD.Pdf

11. APPLICANT QUESTION: ENGAGEMENT AND BENEFIT

Please explain how a proposed project will meaningfully engage and benefit an area that has been historically left out or disproportionately negatively affected by energy disruptions, inefficient or traditional energy systems, and severe weather.

- Community engagement should include actions and activities that allow communities to outline concerns and create opportunity for public engagement in decision making.

- Impact may be demonstrated through response to a particular need, jobs created, emissions avoided or other metrics.

Applicant Response:

The proposed battery bank at the Northfield Community Resource Center (NCRC) will directly benefit populations that have historically been underserved or disproportionately impacted by energy disruptions. The NCRC serves a diverse community, including children in Head Start programs, older adults participating in the Senior Center, families accessing the local food shelf, and other community members who rely on social, educational, and support services. These populations are particularly vulnerable during power outages, extreme weather events, or interruptions in critical services.

By providing reliable backup power, the microgrid ensures that these essential services remain operational, helping to mitigate the negative impacts of energy insecurity. Continuous access to programs and services like the food shelf, Head Start and the Senior Center not only supports health, safety, and education but also helps reduce stress and vulnerability among historically marginalized or low income groups.

The City is committed to meaningful community engagement throughout the project. This includes outreach to program participants, local nonprofit partners, and other stakeholders to gather input on energy needs, priorities, and desired outcomes. By incorporating community feedback into the design and operation of the battery bank microgrid, the project ensures that solutions reflect the voices of those most affected by energy disruptions.

In addition to supporting vulnerable populations, the project has measurable impacts on sustainability and community resilience. The battery bank microgrid will integrate with the existing solar array, reducing reliance on traditional fossil fuel energy and lowering greenhouse gas emissions. By ensuring reliable power at a key community hub, the project strengthens the ability of the NCRC to provide continuous access to essential services during grid outages and severe weather events.

Overall, the battery bank, serving as a key component of a microgrid at the NCRC, will advance equity, resilience, and sustainability, ensuring that historically underserved populations remain protected from energy disruptions and maintain access to critical community resources during severe weather or grid interruptions.

12. APPLICANT QUESTION: RESILIENCE OBJECTIVES

Provide resilience objectives that describe the desired results of the project.

Applicant Response:

The City of Northfield proposes the installation of a battery bank integrated with the existing solar array at the Northfield Community Resource Center (NCRC) to enhance energy resilience for a critical community hub. The NCRC serves a diverse population, including children in Head Start programs, older adults through the Senior Center, families accessing the local food shelf, and other residents relying on essential community services. This project will strengthen the facility's ability to maintain operations during power outages or severe weather, ensuring equitable access to vital programs while promoting sustainability.

Key Resilience Objectives:

- **Maintain Critical Services:** Ensure uninterrupted operation of the NCRC during grid outages or extreme weather events, protecting vulnerable populations.
- **Enhance Energy Reliability:** Provide dependable backup power by integrating the battery bank with the existing solar array, reducing vulnerability to energy disruptions.

- Strengthen Community Preparedness: Position the NCRC as a resilient lifeline facility, capable of supporting residents during emergencies.
 - Promote Sustainability and Equity: Reduce reliance on fossil fuels and lower greenhouse gas emissions while ensuring historically underserved populations continue to access essential services.
-

13. APPLICANT QUESTION: OUTCOMES

Provide a description of a successful outcome from installation of a microgrid.

Applicant Response:

A successful outcome of the battery bank installation at the Northfield Community Resource Center (NCRC) would be a fully operational, self-sufficient energy system that allows the facility to function independently during power interruptions. This outcome would ensure that programs serving children, seniors, and low-income families can continue without disruption, even during extended outages or severe weather events.

The system would also optimize energy use, storing excess solar generation for peak demand periods and reducing reliance on the broader grid. By demonstrating the practical benefits of clean energy integration, the project would provide a replicable model for other community facilities, showing how investments in battery storage can increase resilience, sustainability, and equity.

Success would be measured by reliable performance during emergencies, reduced energy consumption from the grid, and continued uninterrupted access to essential services for historically underserved populations.

Section Name: Workplan

Sub-Section Name: Workplan

14. APPLICANT QUESTION: WORKPLAN

Provide a detailed workplan for the scope of work the proposed funding would support. This funding opportunity would allow applicants to make substantial progress toward or complete a microgrid at community lifeline(s) and/or community hub(s). The implementation of project elements may be undertaken by the applicant(s), or the applicant(s) can engage a subcontractor or consultant.

Applicant Response:

Phase 1: Project Mobilization and Planning (Month 1–2)

- Assemble project team, including City staff (Project Manager, Sustainability Coordinator, Facilities Manager, City Engineer) and selected contractor.

- Confirm scope of work, project schedule, and budget allocations for funded activities.
- Conduct initial coordination with Xcel Energy and other relevant stakeholders regarding interconnection requirements

Phase 2: Design and Engineering (Month 3–5)

- Develop detailed system specifications for the battery bank, including capacity, configuration, and integration with existing solar infrastructure.
- Design microgrid controls and power management strategies to ensure seamless operation during outages.
- Prepare installation drawings, safety protocols, and compliance documentation.

Phase 3: Procurement and Contracting (Month 6–7)

- Identify and procure necessary battery storage equipment, inverters, and system components.
- Finalize contracts with installers, electrical contractors, and technical consultants.
- Schedule delivery of materials and equipment to the NCRC site.

Phase 4: Installation and Commissioning (Month 8–10)

- Install battery bank and associated control systems.
 - Integrate with existing solar PV system and test overall functionality.
 - Conduct commissioning tests to ensure reliable performance and compliance with safety standards
-

15. APPLICANT QUESTION: PRACTICALITY & VIABILITY ANALYSIS

- Explain what analysis will be done to determine the practicality and viability of adding a microgrid to community lifeline or resilience hub facility(ies). This may include topics such as the technical, financial, permitting, and utility interconnection requirements for construction and operation of a microgrid, among others.

Applicant Response:

The preferred contractor for this project, who previously installed the rooftop solar array at the Northfield Community Resource Center (NCRC), has completed an initial analysis confirming that a Sol-Ark Limitless 60 kWh solar battery is a viable option for the site. Because the contractor is already familiar with the building's electrical systems and solar configuration, they were able to evaluate the technical requirements and system compatibility efficiently.

The analysis reviewed the building's energy use, solar production data, and the power needed to sustain critical services during outages. It also considered available space for installation, structural and electrical connections, and adherence to safety and equipment standards.

As the project moves into final design, additional review will address permitting and utility interconnection. Coordination with Xcel Energy through the Minnesota Distributed Energy Resource Interconnection Process (MN DIP) will ensure the system operates safely and integrates effectively with the existing grid.

Section Name: Budget Estimate

Sub-Section Name: Budget Estimate

16. APPLICANT QUESTION: BUDGET ESTIMATE

Provide a detailed cost breakdown by task, including the class of personnel performing each task of the work, as well as **inhouse** and **subcontractors**, the hourly rate charged for each class, the number of hours charged for each class, an equivalent breakdown of all **subcontracted work**.

- The class of personnel performing each task of the work including inhouse and subcontractors
 - The hourly rate charged for each class
 - The number of hours charged for each class

Applicant Response:

City Of Northfield 60kWh Battery Quote.Pdf
Project Budget_NCRC Budget Estimate.Xlsx

17. APPLICANT QUESTION: DIRECT & INDIRECT COSTS

Provide a detailed cost breakdown for any **direct** and **indirect** cost items which the proposer plans to charge.

Applicant Response:

N/A

18. APPLICANT QUESTION: TOTAL PROJECT COST

Provide the total project cost.

Applicant Response:

\$78,000



Legislation Text

File #: 26-263, Version: 1

City Council Meeting Date: May 19, 2026

To: Mayor and City Council
City Administrator

From: Risi Karim, Assistant City Administrator

Consider Approving Application for the Minnesota Pollution Control Agency Climate Action Planning Grant Program

Action Requested:

The Northfield City Council approves the application submittal for the Minnesota Pollution Control Agency Climate Action Planning Grant Program

Summary Report:

Staff submitted a grant application to the Minnesota Pollution Control Agency in December 2025 requesting the maximum award amount of \$50,000. This report is being provided for Council information and post-approval acknowledgement in accordance with the City's grants policy. It also provides additional background regarding the grant submission and award outcome. Staff will continue to keep the Council informed of future opportunities related to this initiative.

Earlier this month, the City was notified that its project proposal was selected for funding.

The City pursued funding through this program to support a comprehensive feasibility study and planning process for a geothermal heating and cooling system at the Northfield Community Resource Center (NCRC). This initiative aligns with the City's ongoing commitment to sustainability, carbon reduction, and energy efficiency within City facilities.

The potential use of geothermal systems at City-owned facilities has been discussed for several years and was formally identified in Northfield's Climate Action Plan (CAP), adopted in 2019. The CAP identifies geothermal energy as a strategic opportunity to:

- Reduce greenhouse gas emissions
- Lower long-term energy costs
- Increase energy system resilience for City operations

The feasibility study funded through this grant will help the City better understand the technical, financial, and operational considerations associated with implementing geothermal technology at the NCRC and inform future energy infrastructure planning efforts.

Alternative Options:

None recommended.

Financial Impacts:

Grant Funds: \$50,000

City Match Funds: \$25,000, Carbon Reduction Fund

Tentative Timelines:

Application submitted: December 22, 2025

Grant Awarded: April 28, 2026

Instructions: Read the complete *Request for Proposal (RFP)* and other associated documents before submitting this application.

Check the [SWIFT Supplier Portal](#) and the Minnesota Pollution Control Agency (MPCA) [Local Climate Action Grants](#) webpage for the most recent updates.

Applications are due no later than 4:00 p.m. Central Time (CT) on Thursday, December 18, 2025.

Submit Application, Workplan, and Budget (as Microsoft Word and Excel documents) per the instructions listed in Section 7 and 8 of the RFP. **All three documents must be submitted for the project to be eligible.**

1. Project information (All project information must be filled out for the project to be eligible.)

Organization name:	City of Northfield						
Organization address:	801 Washington Street						
City:	Northfield	State:	MN	Zip Code:	55057	County:	Rice
Contact name:	Risi Karim			Title:	Assistant to the City Administrator		
Phone:	5076453074			Email address:	Risi.karim@northfieldmn.gov		
Organization type:	<input type="checkbox"/> Political subdivision (check this box if applicable, plus select specific type): <ul style="list-style-type: none"> <input checked="" type="checkbox"/> City <input type="checkbox"/> County <input type="checkbox"/> Town/Township <input type="checkbox"/> Soil and Water Conservation District <input type="checkbox"/> Watershed Management Organization <input type="checkbox"/> Watershed District <input type="checkbox"/> Regional Development Commission <input type="checkbox"/> Metropolitan Council of the Twin Cities Region <input type="checkbox"/> Tribal Government 			Population of selected political subdivision: 20678			
	OR (check one below)			Population of geographic area to be served by the proposed project (e.g., neighborhood, campus)			
	<input type="checkbox"/> Community-based 501c3 <input type="checkbox"/> Educational Institution						

Identify the published source of the population amount entered above. If calculated by the applicant, describe how the population of the geographic area to be served by the proposed project was determined: [U.S. Census Bureau \(2023\). American Community Survey 5-year estimates. Retrieved from Census Reporter Profile page for Northfield,](#)

Local Climate Action Grants: Planning Application

MN <<http://censusreporter.org/profiles/16000US2746924-northfield-mn/>>

Project Title: Northfield Community Resource Center Geothermal Planning Grant

- Project type (choose one):**
- Develop plans to increase local climate adaptation / resilience
 - Develop plans to reduce local contributions to causes of climate change (GHG mitigation)
 - Develop a combined plan for increased resilience and GHG mitigation

Grant requested (not to exceed \$50,000):	\$ 50,000
Local match (choose one) and enter amount committed (must be equal or greater than required):	
<input checked="" type="checkbox"/> For population 20,000+ (requires 50% match of grant with local funds)	\$
<input type="checkbox"/> For population <20,000 (requires 5% in-kind / local funds for match)	\$
Total project cost (grant requested + local match):	\$

Answer these questions:		Yes	No
1.	Is applicant the sole source of matching funds for this project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	If no, explain:		
		Yes	No
2.	Is applicant in compliance with Minnesota’s tax and environmental regulatory requirements?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	If no, explain:		

2. Project Details

- Project summary** (failure to answer all questions may result in disqualification of the proposed project):
Provide a brief narrative description of the project including the purpose, scope, community need and specific goals of the project and what **final deliverables** will be completed:

Briefly describe the expected outcomes/benefits, with quantitative metrics if possible (approximately 250 words):

The City of Northfield is seeking MPCA grant funding to complete a comprehensive feasibility study and planning process for installing a geothermal heating and cooling system at the Northfield Community Resource Center (NCRC). The project will evaluate the technical, environmental, and financial viability of converting one of the City’s highest energy use facilities to a clean, efficient, and resilient system. Work will include detailed ground and site assessments,

Local Climate Action Grants: Planning Application

analysis of geothermal system configurations, lifecycle cost evaluations, greenhouse gas (GHG) reduction modeling, and identification of phasing, permitting, and funding strategies to support future implementation.

This project addresses a significant community need. The NCRC is a major public facility with aging mechanical systems that are increasingly inefficient, expensive to maintain, and inconsistent with the community's clean energy goals. Northfield's Climate Action Plan identifies geothermal energy as a high impact pathway to reduce municipal emissions, lower long-term operating costs, and strengthen resilience of essential public services. A feasibility study is necessary to generate the technical data and planning framework required to move toward capital investment.

Expected outcomes and benefits include:

- A complete feasibility analysis with recommended geothermal design options.
- Quantified GHG emissions reductions, including projected annual and lifecycle CO₂e savings.
- Estimated operational cost savings from reduced energy consumption and maintenance needs.
- Improved system reliability and long-term resilience for a critical community facility.
- A clear implementation roadmap with financial modeling and funding recommendations.

Final deliverables will include a comprehensive technical report, cost and emissions modeling, recommended system design, and an implementation plan to guide next steps in pursuing geothermal installation at the NCRC.

2. Use of climate change data (answer all questions applicable to the proposed project):

All projects: Discuss how data about current Minnesota climate trends and projections of future climate conditions affecting the geographic area of the project will be used to inform the project, as relates to community resilience or to the resilience of the project that will be planned. List specific data sources that will be used. (approximately 250 words):

- a. Projects that address local contributions to climate change for political subdivisions and Tribal governments: Discuss how data about local GHG emissions and sources will be used to inform the project. List specific data sources and/or calculations that will be used. (approximately 250 words):

Local greenhouse gas (GHG) emissions data and emissions-source profiles will directly inform the geothermal feasibility study by ensuring that system planning aligns with the City of Northfield's climate goals and identifies the most effective pathways for emissions reductions. Northfield's municipal operations inventory shows that building energy use is one of the largest contributors to City owned emissions, with the Northfield Community Resource Center (NCRC) consistently ranking among the highest energy consuming facilities. By analyzing historical electricity and natural gas consumption at the NCRC, the project team will quantify baseline emissions and identify the potential magnitude of reductions achievable through geothermal conversion.

These data will be incorporated into lifecycle modeling to compare the facility's current fossil-fuel dependent system with projected emissions from a geothermal system operating under current and future grid conditions. Minnesota specific grid emissions factors will be used to model reductions over time as the electrical grid continues to decarbonize. This approach enables the City to evaluate avoided CO₂e emissions, cost effectiveness metrics, and long-term impacts aligned with Northfield's Climate Action Plan targets.

Specific data sources and calculations that will inform the project include:

- City of Northfield Municipal GHG Inventory (baseline building emissions)
- Facility-level utility data from Xcel Energy (electricity and natural gas use)
- Standard GHG Protocol methodology for stationary energy calculations
- Engineering modeling of geothermal system performance and avoided onsite combustion emissions

Local Climate Action Grants: Planning Application

Together, these sources will allow the City to quantify emissions reductions with precision and evaluate geothermal as a long-term decarbonization strategy for the NCRC.

- i. For projects focused only on a Tribal government or one or more county, city, town/township, or Regional Development Commission, does the applicant want to be provided (at no cost) the three most recent years available of local GHG emissions data for the political subdivision(s) that is the focus of the project? Yes No
 - o If Yes, are one or more tasks utilizing this data included in the project Workplan submitted with this application? Yes No
 - b. Projects that address local contributions to climate change for community-based organizations and educational institutions: Discuss how data about GHG emissions from specific community facilities and/or community member activities will be used to inform the project. List specific data sources and/or calculations that will be used. (approximately 250 words):
3. **Environmental Justice (EJ) Areas:**
Using the [MPCA's criteria and interactive mapping tool](#), will the applicant's geographic area specifically addressed by the proposed project include one or more MPCA-identified Environmental Justice areas (EJ areas)? Yes No

If yes (proposed project includes EJ areas):

- a. Will the planning to be undertaken by this project yield direct benefits for communities within these EJ areas? Yes No
 - i. If yes, describe these communities and how they will benefit:
 - ii. If yes, describe how the planning completed for this project will benefit EJ areas specifically compared to other communities in the area covered by the project:
- b. Will these communities be provided the opportunity to have a voice in decision-making through meaningful involvement as part of the planning completed for this project? Yes No
 - i. If yes, describe this engagement in Question 4. Engagement and involvement below.
 - ii. If no, explain why there are no opportunities for meaningful involvement:

Note: The RFP includes resources on climate equity and environmental justice to be used for planning in Section 6.

4. **Engagement and involvement:**

Briefly describe what groups (e.g., community residents, organizations, institutions) will be engaged during this planning project and how this engagement is included in the Workplan:

Community engagement will focus on the organizations and residents served by the Northfield Community Resource Center (NCRC), a hub for critical social services that support thousands of residents, including historically underserved populations. NCRC Tenants include United Way, the Community Action Center, FiftyNorth Senior Center, Head Start, Healthy Community Initiative and other nonprofit and public service organizations.

As part of the workplan, City staff will engage building tenants through an informational session and targeted outreach to share the goals of the geothermal planning project, including how energy efficient improvements can reduce operating costs, enhance building comfort, and support the City's climate action and greenhouse gas reduction goals. Engagement will prioritize input from tenants serving vulnerable populations to ensure that planning decisions promote equity, minimize disruption to essential services, and maximize co-benefits, such as lower utility costs, improved environmental sustainability, and strengthened community resilience.

This approach ensures that the planning process reflects the needs of both the organizations and the communities they serve, while fostering shared understanding and support for climate resilience.

Local Climate Action Grants: Planning Application

5. **Co-benefits from project completion to help ensure a lasting impact:**

Briefly describe what, if any, benefits the project deliverables will provide for the community to help ensure a lasting impact (e.g., will: meet application requirements for an identified funding opportunity, assign direct responsibility / timeline for implementation of included actions, include follow up adding budget line items to implement all or parts of the plan, identify actions that advance equity in the community):

The project will provide the City with a plan for incorporating a geothermal system at the Northfield Community Resource Center (NCRC), outlining technical options, cost considerations, and implementation steps. This planning work will set the groundwork for future installation, including identifying potential budget line items and incorporating the project into the Capital Improvement Plan (CIP). By delivering a clear, actionable document to City Council, the project ensures informed decision making and creates a pathway for Council supported investments that reduce operating costs, advance the City's climate goals, and enhance the sustainability and resilience of a facility that serves thousands of residents, including historically underserved populations.

6. **Barriers and challenges:**

Briefly describe the potential barriers or challenges for this project, and how will they be addressed:

Potential barriers for this project include site specific geotechnical constraints, uncertainty around capital costs, and the need for City Council approval to advance implementation. These challenges will be addressed through a comprehensive geothermal feasibility study that evaluates subsurface conditions, system design options, and cost scenarios specific to the Northfield Community Resource Center. Early engagement with City staff, building tenants, and decision-makers will help identify operational considerations and build understanding of the project's benefits. The planning process will also produce clear, actionable recommendations and cost estimates that support informed decision making and help position the project for future funding and inclusion in the City's Capital Improvement Plan (CIP).

7. **Metrics to track project success:**

- a. Describe what process or metrics will be used for tracking future implementation of actions identified in the plan. (approximately 200 words):

Key implementation metrics will include whether recommended actions are incorporated into the City's annual budget and Capital Improvement Plan (CIP), reviewed and approved by City Council, and advanced through design or engineering phases toward construction readiness. The City will also track whether the project supports future grant applications or leverages additional funding sources.

As implementation moves forward, the City will compare projected outcomes identified in the plan, such as energy savings, lifecycle cost reductions, and greenhouse gas emission reductions; with actual performance data as it becomes available to assess progress and effectiveness.

- b. Describe any additional process or metrics that will be used for tracking co-benefits of the planning project. (approximately 200 words):

Co-benefit metrics identified in the plan will include projected reductions in greenhouse gas emissions, estimated utility cost savings, and anticipated improvements in building energy efficiency and comfort. These metrics will demonstrate how the project supports long-term affordability and operational stability for both the City and tenant organizations.

3. **Experience and qualifications**

1. Briefly describe applicant organization's experience and qualifications related to its role in the proposed project. List similar projects and the roles specific personnel played from the applicant organization:

Local Climate Action Grants: Planning Application

The City employs approximately 123 full-time staff and operates with an annual operating budget of just under \$20 million, providing the organizational capacity and financial stability needed to successfully administer grant-funded projects.

Northfield has previously been awarded and successfully managed multiple state grants, including the Minnesota Department of Commerce's Solar on Public Buildings Grant Program. Through this program, the City led the installation of a 40 kW solar photovoltaic system on a City owned facility and was responsible for project management, contractor coordination, budgeting, reporting, and compliance with state grant requirements.

The proposed project will be overseen by a cross-departmental team that includes the City's Facilities Manager, Assistant to the City Administrator and City Engineer, with additional capacity provided by a full-time Sustainability Coordinator joining the team in January 2026.

2. Will anyone outside your organization be responsible for work performed? Yes No

If yes:

a. Provide name of outside organization(s) and contact information, experience, and qualifications specifically related to the proposed project. Describe the role(s) and responsibilities of the outside organization(s) in the project: The City has not yet selected an outside consultant for this project. A competitive Request for Proposals (RFP) will be issued in June 2026 to procure a qualified firm with experience conducting geothermal feasibility studies for public or institutional facilities.

The selected consultant will be responsible for evaluating site conditions at the Northfield Community Resource Center, analyzing geothermal system design options, estimating capital and operating costs, projecting energy savings and greenhouse gas emission reductions, and identifying implementation pathways. The consultant will also coordinate with City staff and building tenants and prepare final deliverables suitable for City Council review and future inclusion in the City's Capital Improvement Plan (CIP).

Contact information for the selected firm will be provided to MPCA upon contract award.

b. Provide detailed information about the roles, qualifications, and experience with similar projects of the specific people from each outside organization who will work on this project: N/A

- c. Have all of these individuals and organizations been consulted and agreed to work on the project? Yes No

If no, explain:

The City has consulted internal staff and building tenants regarding the proposed planning project and has received preliminary support. However, an outside consultant has not yet been selected. The City will issue a competitive Request for Proposals (RFP) in June 2026 to procure professional services for the geothermal feasibility study. Final participation and agreements will be established following consultant selection and contract execution.



Legislation Text

File #: 26-264, Version: 1

City Council Meeting Date: May 19, 2026

To: Mayor and City Council

From: Ben Martig, City Administrator

City Administrator Biannual Update Summary of Grants Report per the City Council Grants Policy.

Action Requested:

None. This is an informational report.

Summary Report:

Per the City's Grant Policy staff are encouraged to solicit grants, especially where they may help achieve the City's Strategic Plan, City adopted plans, enhance or support the City's services, or address other city priorities.

The Grant Policy also states that the City Council shall receive an update summary of all grants applied for at least twice a year. The attached summary (attachments #1) includes the information referenced in the policy including a short description, summary of proposed sources and uses of funds, and status of the grant (i.e. funded, unfunded, and pending). This summary covers all grants applied for since the last update to Council in November 2025.

The current Grant Policy is attached for reference (attachment #2). However, staff are proposing updates to this policy. Those updates are included as a separate item on the consent agenda. The biannual updates to Council will not change in the proposed amendments to the policy.

Should the City Council have questions on any of the grants please feel free to contact Sara Hoffman, Deputy City Clerk/Executive Administrative Assistant who will follow up with staff on the question. Should it be determined to be relevant to the full City Council it would be added to supplemental memo information.

Alternative Options:

N/A

Financial Impacts:

N/A

Tentative Timelines:

N/A

Name of Grant	Description/Purpose	Person Applying	Application Date	Grant Amt Requested (Dollar Amount)	City Match (Dollar Amount)	Comments	Council Approval Req. (Yes/No)	Council Approval Date	Awarded (Yes/No/Pending)	Award Notice Date (if applicable)	Amount Awarded (Dollar Amount)	Budgeted (Yes/No)
Microgrid at Community Lifeline Facilities (MN Dept Commerce)	Submission for design and installation of a battery bank integrated with the existing 40 kW rooftop solar array at the Northfield Community Resource Center (NCRC).	Risi Karim	10/16/2025	\$78,000.00			Yes	5/19/2026	Yes	12/16/2025	\$78,000.00	Yes
Local Climate Action Grant (MNPCA)	Submission for funding to complete a comprehensive feasibility study and planning process for installing a geothermal heating and cooling system at the Northfield Community Resource Center (NCRC).	Risi Karim	12/22/2025	\$50,000.00	\$25,000		Yes	5/19/2026	Yes	4/28/2026	\$50,000	Yes
Community Development Block Grant	Down Payment Assistance	Melissa Hanson	12/31/2025	\$52,516.00	\$0	Application to Dakota County CDA	Yes	1/5/2026	Yes	11/21/2025	52,516	Yes
NCRC Community Funding Project (Rep. Craig)	Submission for infrastructure upgrades and technology and safety enhancements and organization specific improvements.	Sara Hoffman	03/06/26	\$4,000,000.00	\$0	Selected by Rep. Craig's office as one of the 20 projects they'll support	Yes	03/18/26	Pending	Pending	Pending	Yes
NCRC Community Funding Project (Sen. Smith)	Submission for infrastructure upgrades and technology and safety enhancements and organization specific improvements.	Sara Hoffman	03/27/26	\$4,000,000.00	\$0		Yes	03/18/26	Pending	Pending	Pending	Yes
SEMAC Programming and Project Support Grants for Organizations	Hispanic Heritage celebration 2026 event funding	Tyler Gardner	3/30/2026	\$5,000.00	0		No	N/A	Pending	Pending	Pending	No
Rocky Mountain Institute Grant	The City submitted the application in support of a partnership between Carleton College and St. Olaf College to explore an electric vehicle car share program.	Sara Pabich	4/10/2026	\$50,000.00	\$0		No	N/A	Yes	4/21/2026	\$50,000	No
State Affordable Housing Aid	MN Dept of Revenue for housing activities	Melissa Hanson	N/A	\$31,972.00	\$0	Formula, no application required	No		Yes	N/A	31,972	Yes



Legislation Text

File #: 26-265, Version: 1

City Council Meeting Date: May 19, 2026

To: Mayor and Members of Council

From: Ben Martig, City Administrator

Review and Approval of Amended 4.11 Grant Management Policy.

Action Requested:

The Northfield City Council approves resolution amending 4.11 Grant Management Policy.

Summary Report:

Council is asked to approve updates to 4.11 Grant Management Policy to streamline the document, improve administrative efficiency, and better align review thresholds with current grant activity levels.

The 4.11 Grant Management Policy establishes guidance and a standardized process for identifying, pursuing, and administering grant opportunities. The policy is intended to ensure grants support City priorities, are coordinated across departments, and are managed responsibly. Staff have identified opportunities to streamline the process, particularly for mid-sized grants that may not require the same level of Council oversight but still warrant appropriate internal review..

Proposed changes include the following:

- *Removal of Redundant and Unnecessary Details*
 - Eliminates lengthy definitions, duplicative procedural language, and unnecessary sections to create a more concise and user-friendly document.
 - Reduces overall policy length while maintaining core requirements allowing staff to focus on key policy elements.
- *Clarified Approval Thresholds and Requirements*
 - Increases threshold requiring City Council approval from \$25,000 to \$175,000. This change allows staff to pursue and accept small- and mid-sized grants more efficiently without requiring Council action for each opportunity, while enabling Council to focus on larger, more impactful grants. The upper threshold matches the current authorization threshold in the Council Purchasing Policy. It is beneficial for predictability and consistency to remain similar.
 - Further clarifies approval thresholds and conditions under which City Council approval is required.
- *Refined and Streamlined Processes*
 - Simplifies the application steps and clarifies when Finance and Administration involvement is

- required.
- Removes the rigid 10-day review requirement and replaces it with a more flexible, scalable process.
 - Clarifies post-award procedures and departmental responsibilities for administration, reporting, and closeout.
 - Strengthens guidance related to evaluating long-term financial impacts, match requirements, and sustainability of grant-funded programs.

A clean version of the proposed amendments (attachment #2), a redlined version of the proposed changes (attachment #3) are attached.

The biannual grant update covering grants submitted since November 2025 is included as a separate consent agenda item. This reporting requirement will remain unchanged under the updated policy.

City Plans & Policies Relevance:

- Strategic Plan
- 4.01 Purchasing Policy
- 4.11 Grant Management Policy

Alternative Options:

N/A

Financial Impacts:

N/A

Tentative Timelines:

The updated policy will go into effect May 20, 2026.

CITY OF NORTHFIELD, MN
CITY COUNCIL RESOLUTION 2026-XXX
APPROVING AMENDMENTS TO 4.11 GRANT MANAGMENT POLICY

WHEREAS, the City Council has established policies in the past; and

WHEREAS, these policies may be amended, terminated or new ones added from time to time as the Council deems appropriate; and

WHEREAS, 4.11 Grant Management Policy was drafted in 2019 via motion 2019-121 to provide guidance on the process to be used by staff when identifying grants; and

WHEREAS, the policy currently lays out the process for applying for, obtaining approval for, and managing grants; and

WHEREAS, the policy has been amended to adjust approval thresholds to improve administrative efficiency, to better align review thresholds with current grant activity level and to remove unnecessary information and to allow staff to better interpret required steps; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL THAT:

1. The City Council approves the amendments to the following Council Policy:

4.11 Grant Management Policy

PASSED by the City Council of the City of Northfield on this 19th day of May, 2026.

ATTEST

City Clerk

Mayor

VOTE: ___ ZWEIFEL ___ BEUMER ___ DAHLEN ___ HOLMES
 ___ NESS ___ PETERSON WHITE ___ SOKUP



4.11 GRANT MANAGEMENT POLICY

FINANCE

Enabling Legislation: M2019-121

Date Adopted: 09/03/19

Revised: 05/19/26

PURPOSE

The purpose of this policy is to establish a consistent process for the identification, application, acceptance, and administration of grants to ensure alignment with City priorities and responsible financial management.

Staff are encouraged to solicit grants - especially where a grant will help achieve the City's Strategic Plan or other City adopted plans, enhance or support the City's services, or address any other City priority - while trying not to incur a high level of overhead on small grants that do not greatly influence the City's strategy.

Prior to seeking grant funding, staff should consider the following:

- Will the grant be used to address a City strategy or other priority?
- Would the grant funding be used for a previously identified need of the City for which no other source of funding is available?
- If the program being funded by the grant is needed to accomplish a City priority or achieve the City mission, should it be supported instead by City funds or should there be a plan to support the program via City funds if the grant is not received?
- Will the grant provide only short-term financing for a long-term commitment, and are there plans to fund the program long-term?
- Would the grant benefit by partnering with other non-profits or governmental entities?

PROCESS

All grants must comply with all City policies and procedures, including 4.01 Purchasing Policy.

Grant applications must be signed by the City Administrator or their designee prior to submission to the granting agency. All grant expenditures must be appropriated through the budgetary process, or through the proper authorization if not included in the annual adopted budget.

Any grant that includes personnel costs must comply with all City personnel policies. The request shall include language indicating that the position is authorized only for



4.11 GRANT MANAGEMENT POLICY

FINANCE

Enabling Legislation: M2019-121

Date Adopted: 09/03/19

Revised: 05/19/26

the duration of the grant period, unless continued employment is required by the grantor and approved by the Council prior to accepting the grant funding. The employee will be notified in writing upon hire that the position is subject to the continuation of grant funding and expiration of the grant will result in elimination of the position.

Annual Budget Preparation

Each year, as part of the budget development process, City staff and the Council will proactively identify grants. This review is intended to support coordination with City's budgeting process.

Grant Application

The procedure for completing and submitting grant applications is as follows:

1. Department identifies a need for services, equipment or programs.
2. Department seeks grant programs that support services related to the identified need.
3. Department Director consults with Finance Department if the grant includes a match requirement or ongoing financial obligation.
4. City Administrator approval is required for grants exceeding \$50,000; if there is a concern regarding the request, the City Administrator may request additional information from the Department Director.
5. Department obtains Council approval, if needed. Refer to the following section, *Grant Approval* for specifics on when Council approval is needed.
6. Department prepares grant application and coordinates review with other impacted departments, as needed.. The Department shall clearly identify roles and expectations of this assistance while maintaining adherence to all provisions of this policy.
7. Department submits grant to relevant agency.
8. If a grant is completed in an online database, a hard copy should be maintained by the Department.



4.11 GRANT MANAGEMENT POLICY

FINANCE

Enabling Legislation: M2019-121

Date Adopted: 09/03/19

Revised: 05/19/26

Grant Approval

Grant approval shall follow the below thresholds:

Grant Amount	Approval Authority
<i>Up to \$50,000</i>	Department Head + Finance
<i>\$50,001 - \$175,000</i>	City Administrator
<i>Over \$175,000</i>	City Council

City Council approval is required in the following instances:

- The grant exceeds \$175,000.
- The grant creates an ongoing financial obligation.
- The grant authorizes additional full-time, permanent part-time FTEs, or temporary employees that exceed six months of employment.
- Special instances as determined by the City Administrator.

Council approval should be obtained prior to submitting a grant application. However, the City Administrator may authorize submission without prior Council approval when necessary due to application deadlines or other logistical constraints. In such cases, Council approval shall be obtained at the next regular Council meeting.

Grant Management

The procedure for appropriating and managing grants is as follows:

1. Department drafts agenda item requesting acceptance of the grant and to appropriate funding. The Department will work with the Finance Department and/or Administration Department on any other logistics, such as signatures.
2. Any contracts or agreements related to the grant shall be sent to the City Attorney for review.
3. If Council accepts the grant, the Department is responsible for submitting any documentation. In the event that Council declines the grant, the submitting department is responsible for notifying the grantor that the City will not be accepting the grant.

4.11 GRANT MANAGEMENT POLICY

FINANCE

Enabling Legislation: M2019-121

Date Adopted: 09/03/19

Revised: 05/19/26

4. Department begins managing the grant in accordance with the grant application and guidelines. Department must coordinate with the Finance Department to determine level of support needed for financial reporting. Department submits financial reports and provides copies of each report to the Finance Director. The Department managing the grant is responsible for maintaining all grant-related records and ensuring reporting requirements are met.
5. When the grant period is completed, the Department shall contact the Finance Department to coordinate closing the grant.

City Council Reporting

The Council shall receive an update summary of all grants applied for at least twice a year as provided by the City Administrator. The summary shall include at least a short description, summary of proposed sources and uses of funds, and status of the grant (i.e. funded, unfunded, pending).



4.11 GRANT MANAGEMENT POLICY

FINANCE

Enabling Legislation: M2019-121

Date Adopted: 09/03/19

Revised: 05/21/24

PURPOSE

The purpose of this policy is to establish a consistent process for the identification, application, acceptance, and administration of grants to ensure alignment with City priorities and responsible financial management.

Grant funds from state, federal, or other agencies and organizations are an important revenue source that can aid the City of Northfield ("City") in providing quality services to citizens and customers. The City Council ("Council"), Advisory Boards and Commissions, general public and staff are encouraged to identify opportunities for grants that will help the City achieve its goals that are consistent with adopted plans and policies of the City.

Staff are encouraged to solicit grants - especially where a grant will help achieve the City's Strategic Plan or other - City adopted plans, enhance or support the City's services, or address any other City priority - while trying not to incur a high level of overhead on small grants that do not greatly influence the City's strategy.

Prior to seeking grant funding, staff should consider the following in determining to pursue solicitation of a grant:

- Will the grant be used to address a City strategy or other priority?
- Would the grant funding be used for a previously-identified previously identified need of the City for which no other source of funding is available?
- If the program being funded by the grant is needed to accomplish a City priority or achieve the City mission, should it be supported instead by City funds to ensure that adequate resources are made available or should there be a plan to support the program via City funds if the grant is not received?
- Will the grant provide only short-term financing for a long-term commitment on the part of the City, and are there plans to fund the program long-term?
- Would the grant compete with other non-profits or governmental entities, and how is that considered in pursuing the grant?
- Would the grant benefit by partnering with other non-profits or governmental entities?



4.11 GRANT MANAGEMENT POLICY

FINANCE

Enabling Legislation: M2019-121

Date Adopted: 09/03/19

Revised: 05/21/24

This policy provides guidance on the process to be used by the City Administrator and staff in pursuing grants, and establishes a centralized means of identifying which grants are being sought, thereby promoting a systems approach to the use of grant funds.

DEFINITIONS

Grant

Funding awarded to the City by another level of government or by an outside agency or organization, and which generally meets the following requirements:

- The funding supports a public purpose.
- The funding is for a specified period of time.
- An application process is required to obtain the funds.
- Acquiring the funds is generally the result of a competitive process or funds are distributed on a formula basis.
- Periodic reports are required to be submitted to the granting agency.
- The grant is subject to audit by the granting agency.

Annual Grant

A grant that is awarded annually, regardless of the specific grant period (e.g., City fiscal year, federal fiscal year, or calendar year).

Multi-Year Grant

A grant that affects the appropriation of funding beyond one (1) fiscal year.

Appropriation

Legal authorization from Council to make expenditures and incur financial obligations on behalf of the City. Appropriations for grant programs can be included in and approved by Council in the City budget or adopted Capital Improvement Program or may require subsequent action by Council outside of the budgetary process.



4.11 GRANT MANAGEMENT POLICY
FINANCE
Enabling Legislation: M2019-121
Date Adopted: 09/03/19
Revised: 05/21/24

Council

Refers to the Mayor and City Councilors.

Council Approval

Refers to

1. the need for City Council to accept and appropriate a grant to provide departments the authority to spend grant funding; or
2. the requirement by the grantor that Council formally endorse or accept a grant, whether before the application is submitted or after the grant is awarded. Guidance for when legislative approval is not required to provide spending authority is provided below in **Requirements for City Council Approval, section 2** of this policy.

Agenda Request

A formal request to be placed on the Council agenda. The agenda request is required to allow the Council to vote to appropriate the grant funding. Grant funding that has not been appropriated may not be spent.

Ordinance

An ordinance, or an amendment to an ordinance, is a formal and binding type of Council legislation. A roll call of the Council records the Council's action on all ordinances.

Resolution

A resolution is a formal type of Council legislation. Passage of a resolution indicates the Council's policy on a certain matter, or it may direct a certain type of action to occur. It requires only one reading. This is a statement of intent by the Council to participate in the grant program. Resolutions may be required for grants prior to award or after the grant has been awarded. This does not constitute an appropriation or a formal acceptance of grant funding, but only an agreement in principle. Before grant funding can be spent, it must be appropriated. Because the budget is a legal document, any expenditures that are not included in the budget document must be ratified by Council as a separate resolution. The resolution appropriates grant funds for the department to spend.



4.11 GRANT MANAGEMENT POLICY

FINANCE

Enabling Legislation: M2019-121

Date Adopted: 09/03/19

Revised: 05/21/24

Supplanting

~~Substituting one source of funding to augment reductions in funding by another agency. The City's policy of not supplanting federal, state or private funding reductions with local funding applies to grants. Match requirements for grants are not considered supplanting. Grants are increasingly requiring that the City certify that federal, state or private funding are not supplanting local funds intended for the same purpose as well.~~

PROCESS

All grants must comply with all City policies and procedures, including 4.01 Purchasing Policy.

~~All grant applications requiring Council approval must be signed by the Mayor and City Clerk, unless otherwise designated by Council action. All other grant applications must be signed by the City Administrator or their designee prior to submission to the granting agency. All grant expenditures must be appropriated through the budgetary process, or if funding is not available through combination of grant and budgeted funds, a pre-approved Council authorization or through the proper authorization if not included in the annual adopted budget.~~

Any grant that includes personnel costs must comply with all City personnel policies. The request shall include language indicating that the position is authorized only for the duration of the grant period, unless continued employment is required by the grantor and approved by the Council prior to accepting the grant funding. The employee will be notified in writing upon hire that the position is subject to the continuation of grant funding and expiration of the grant will result in elimination of the position.

Annual Council Budget Preparation Review

Each year, as part of the budget development process, City staff and the Council will proactively identify grants ~~resources that will be sought according to the Council "Grant Management Policy" purpose statement above.~~ This review ~~does not prohibit separate exploration of grants in accordance with this policy, but rather is an~~



4.11 GRANT MANAGEMENT POLICY

FINANCE

Enabling Legislation: M2019-121

Date Adopted: 09/03/19

Revised: 05/21/24

intentional step to be proactive in planning in coordination with budgeting is intended to support coordination with City's budgeting process.

Grant Application Phase

The procedure for completing and submitting grant applications is as follows:

1. Department identifies a need for services, equipment or programs.
2. Department seeks grant programs that support services related to the identified need.
3. Department Director requests Finance Director and City Administrator approval of intent to apply for grant funding consults with Finance Department if the grant includes a match requirement or ongoing financial obligation.
4. City Administrator authorizes department to proceed with application development approval is required for grants exceeding \$50,000; if there is a concern regarding the request, the City Administrator may request additional information of from the Department Director.
5. Department obtains Council approval, if needed. Refer to the following section, Grant Approval for specifics on when Council approval is needed.
- 5-6. Department prepares grant application and routes it to other affected departments for review coordinates review with other impacted departments, as needed. The Department may have City Advisory Board or Commission members or community volunteers assist in applying for grants, either by soliciting them directly or responding to offers. The Department shall clearly identify roles and expectations of this assistance while maintaining adherence to all provisions of this policy.
6. Department Director submits final grant application to the City Administrator, or their designee, for final authorizations and signatures.
7. Once application is approved and signed, Department submits grant to grantor agency Department submits grant to relevant agency.
- 7-8. If a grant is completed in an online database, a hard copy should be maintained by the Department.

Grant Approval

Grant approval shall follow the below thresholds:



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<u>Grant Amount</u>	<u>Approval Authority</u>
<u>Up to \$50,000</u>	<u>Department Head + Finance</u>
<u>\$50,001 - \$175,000</u>	<u>City Administrator</u>
<u>Over \$175,000</u>	<u>City Council</u>

City Council approval is required in the following instances:

- The grant exceeds \$175,000
- The grant creates an ongoing financial obligation.
- The grant authorizes additional full-time, permanent part-time FTEs, or temporary employees that exceed six months of employment.
- Special instances as determined by the City Administrator.

Council approval should be obtained prior to submitting a grant application. However, the City Administrator may authorize submission without prior Council approval when necessary due to application deadlines or other logistical constraints. In such cases, Council approval shall be obtained at the next regular Council meeting.

Grant Management Phase

The procedure for appropriating and managing grants is as follows:

1. Department drafts agenda item requesting acceptance of the grant and to appropriate funding. The Department will work with the Finance Department and/or Administration Department on any other logistics, such as signatures. Department notifies Finance Director that grant was approved and drafts an agenda request to accept the grant and appropriate funding. If additional paperwork, such as a formal acceptance is required, the Department will forward this to City Clerk's office to obtain signature from the responsible party. City Clerk will work with the City Administrator to determine if Council authority is needed to be included on a future Council agenda.
2. The City Attorney should be included in the material review for the Council agenda. Any contracts or agreements related to the grant shall be sent to the City Attorney for review.

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3. Department representative may be requested by the City Administrator to present the agenda item.
- 4.3. Once Council appropriates the grant if Council accepts the grant, the Department is responsible for submitting any documentation, the City Clerk will direct Department representative to place in appropriate files. In the event that Council declines the grant, the submitting department is responsible for notifying the grantor grantor in writing that the City will not be accepting the grant.
- 5.4. Department begins managing the grant in accordance with the grant application and guidelines. Department must coordinate with the Finance Department to determine level of support needed responsibility for financial reporting. If the Department submits financial reports and provides, copies of each report must be forwarded to the Finance Director. The Department managing the grant is responsible for maintaining all grant-related records and ensuring reporting requirements are met.
- 6.5. When the grant period is completed, the Department shall contact the Finance Department to coordinate closing the grant.

Grant Review and Authorization

1. Any City department or agency that intends to apply for a grant shall provide a copy of the full grant application and all required forms to the City Administrator at least ten five (105) business days prior to the date the grant application is due to the granting agency.
2. It is necessary to allow the City Administrator at least ten (10) business days to ensure that it is adequately reviewed.
3. The City Administrator or designee will work with departments on a case-by-case basis for exceptions to the ten (10) day notice due to exceptional circumstances that do not allow for the time period. However, this does not exempt any grant from review by the City Administrator.

Requirements for Completing and Submitting Online Grants:

If a grant is completed in an online database, a hard copy should be provided to the City Administrator to complete the required review and to maintain for central filing.



4.11 GRANT MANAGEMENT POLICY

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Revised: 05/21/24

Requirements for City Council Approval

1. While all grants are subject to review by Finance Director and require authorization by the City Administrator, some grants may require independent Council action. Certain grants can be appropriated through the use of operating budgets.
2. Grants meeting the following criteria do not require Council action, provided there is ample funding in the operating budgets or revenue offsets with the grant to accommodate the appropriation:
 - The grant does not establish new costs beyond the grant years to the community.
 - The grant in total is \$25,000 or less (amount from grantor, including any associated match) and not included in the City budget. For items included in the budget, the Purchasing Policy (4.01) shall apply related to Council approvals.
 - The grant does not authorize additional full-time, permanent part-time FTEs, or temporary employees that exceed six months of employment.
 - Grantor requirements do not mandate acceptance by legislative body (e.g., Council).
 - For any other reason as deemed appropriate by the City Administrator.
- a. The City Administrator may authorize a grant in advance of Council authorization due to exceptional circumstances that do not allow for scheduling Council approval in advance of submitting the grant. In these cases, the City Administrator shall notify the Council prior to submission and shall bring it to the Council for subsequent approval at the next regularly scheduled Council meeting.

Requirements for Grants with Technology Components

The submitting department is responsible for routing grants that have technology components associated with them to the Information Technology (IT) Manager during the application phase. The department is responsible for coordinating all technology equipment and infrastructure needs with IT staff after submission of the grant.



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City Council Reporting Requirements

The Council shall receive an update summary of all grants applied for at least twice a year as provided by the City Administrator. The summary shall include at least a short description, summary of proposed sources and uses of funds, and status of the grant (i.e. funded, unfunded, pending).

RESPONSIBILITY & AUTHORITY

Before a grant can be submitted, the individual that is preparing the application must be authorized by the City Administrator to submit the grant.

City departments are responsible for the following:

- Seeking grant funding for identified needs that are not otherwise funded.
- Obtaining all required signatures pertaining to the grant application and grant acceptance.
- Completing applications for identified grants in accordance with guidelines prescribed by the granting agency.
- Collaborating with other departments as needed to ensure that grant funding provides the greatest possible benefit.
- Submitting the full grant application package and completed grant forms to the City Administrator ten (10) business days prior to the grantor's due date.

Initiating the agenda request process to acquire Council acceptance of the grant and appropriation of grant funds once written approval notice is received from the grantor agency, if applicable.

Developing agenda requests for resolutions as required by granting agencies.

Administering the grant-funded program and ensuring that all City policies are followed and all grant requirements are met.

Ensuring that grant expenditures are within the awarded grant funding.

GRANT REQUESTS BY BOARDS AND COMMISSIONS

Individual members of advisory boards and commissions may refer opportunities to their respective assigned staff for awareness to consider grants.



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If individual members of advisory boards and commissions are advocating for a particular grant to be pursued they shall bring it to the attention of the staff person to review and advise on adding to an upcoming agenda of the respective advisory board. Any grant recommended by an advisory board or commission shall require City Council consideration of approval in advance of the application submission. City staff shall request the agenda item and prepare the information in consultation with the City Administrator.

GRANT REQUESTS BY INDIVIDUAL CITY COUNCIL MEMBERS

Individual members of the City Council may refer grant opportunities to the City Administrator for consideration of exploration.

If individual members of the City Council are advocating for a particular grant to be pursued they shall bring to the attention of the City Administrator and Mayor with a request to be added to an upcoming agenda as established by the Northfield City Council Rules of Business & Meeting Rules. The City Administrator will work with the member of the City Council who is making the request to prepare information for consideration before the full City Council who shall determine whether to pursue or not.

Grant requests that align with advisory board and commission work areas shall be reviewed by the appropriate board or commission prior to being placed on the City Council agenda. Any exceptions to this process shall be considered by the City Administrator and Mayor when determining the agenda and as otherwise established by the Northfield City Council Rules of Business & Meeting Rules.



Legislation Text

File #: Res. 2026-052, **Version:** 1

City Council Meeting Date: May 19, 2026

To: Mayor and City Council
City Administrator

From: Lynette Peterson, City Clerk

Consideration of a Resolution for the approval of the cannabis retail registration application for Black Bear Wellness MN LLC to operate a cannabis retailer business with an adult-use cannabis retailer endorsement at 680 Professional Drive.

Action Requested:

The Northfield City Council is asked to approve a Resolution approving the cannabis retail registration for Black Bear Wellness MN LLC to operate a cannabis retail business with an adult-use cannabis retail endorsement at 680 Professional Drive.

Summary Report:

Jesse Richard Worsk (the “applicant”), has received Preliminary License Approval from the State of Minnesota Office of Cannabis Management to operate a cannabis retail business. The applicant applied for a Conditional Use Permit (CUP) to operate a cannabis retail establishment at 680 Professional Drive and this CUP was approved by the City Council at their May 5, 2026 meeting. The next step in the process is for the City to approve the application.

The following is the limit on the number of cannabis licenses allowed within the City of Northfield per City Code:

Sec. 30-122. Limitation of registrations.

The city shall limit the number of cannabis retail businesses to no fewer than one registration for every 12,500 residents within the city, excluding medical cannabis combination businesses and any potential municipal cannabis store, and shall issue no more than two cannabis retail business registrations. The city shall include in its count of active retail registrations any cannabis retail business operating under a Tribal compact or a Tribally issued license or registration. If there is one active cannabis retail business registration for every 12,500 residents in the applicable county, the city shall not register additional state-licensed cannabis retail businesses. The city shall process cannabis retail registration applications in the order in which the completed applications are received. An application for city registration pursuant to this chapter shall not be received or processed by the city until an applicant has been issued the applicable license by the state or written notice of preliminary license approval by the OCM pursuant to applicable state law. Any application received by the city prior to an applicant's issuance of valid state licensure or written notice of preliminary license approval by the OCM shall be returned to the applicant unprocessed along with the applicant's registration fee.

Staff has reviewed the status of all licensed cannabis retail businesses within Rice County (including other municipalities therein) and there is currently one cannabis retail business licensed in the City of Dundas and one in the City of Lonsdale. These licenses are to be issued on a first-come, first-served basis. The applicant is the second to apply within the City of Northfield. Therefore, per City Code the City if this license is approved the City will have reached its maximum allowed retail cannabis licenses other than exceptions such as City of Northfield municipal retail cannabis option or tribal retail cannabis.

The business will be a retail-only establishment with no on-site production or consumption.

The Police Department did complete necessary background investigations and no concerns were noted.

Additional regulations for cannabis establishments are included under Chapter 30 - Health and Sanitation, of the City Code. Some of these include:

- A limitation on the hours of operation from 10:00 AM until 10:00 PM
- The prohibition of on-site consumption without satisfying additional conditions
- The prohibition of on-site consumption by smoking or vaporization

Compliance with and enforcement of those regulations are administered through licensing and law enforcement.

Minnesota state law also includes additional requirements for cannabis retail businesses, including security systems, minimum age limits for employees and patrons, specific building configurations, the products that may be sold, interior lighting, and more. These regulations fall under the state and the Office of Cannabis Management will also conduct a site inspection prior to issuing the final state license for the applicant.

Staff Recommendation:

Staff recommends approval of the application for a retail registration for the operation of a cannabis retail business with an adult-use cannabis endorsement at 680 Professional Drive, contingent upon final approval of the license by the Office of Cannabis Management and inspection of the premises prior to opening.

Alternative Options:

N/A

Financial Impacts:

The City receives \$500 for the initial application and first year. The fee for renewal is \$1,000.

Tentative Timelines:

Once approved at the City level, the applicant will go back to the state for final approval and inspection prior to receiving a full state license from the Office of Cannabis Management.

CITY OF NORTHFIELD, MINNESOTA
CITY COUNCIL RESOLUTION NO. 2026-052

A RESOLUTION BY THE MAYOR AND CITY COUNCIL OF THE CITY OF
NORTHFIELD, MINNESOTA APPROVING THE CANNABIS RETAIL REGISTRATION
APPLICATION FOR BLACK BEAR WELLNESS MN LLC TO OPERATE A CANNABIS
RETAIL BUSINESS WITH AN ADULT-USE CANNABIS RETAIL ENDORSEMENT IN
THE CITY OF NORTHFIELD

WHEREAS, Black Bear Wellness MN LLC, owned by Jesse Richard Worsk, (the “Applicant”) has received preliminary license approval from the Office of Cannabis Management (“OCM”) to operate a cannabis retail operation with an adult-use retailer endorsement; and

WHEREAS, the Applicant seeks to operate the cannabis retail business with an adult-use cannabis retail endorsement at 680 Professional Drive, in the City of Northfield (the “City”); and

WHEREAS, the City Council approved a Conditional Use Permit (CUP) for Black Bear Wellness MN LLC to operate a cannabis retail business at 680 Professional Drive, Northfield, MN 55057 on May 5, 2026; and

WHEREAS, pursuant to Minnesota Statutes, Section 342.22 and Northfield City Code, Section 30-121, the Applicant must register with the City prior to making any retail sales to customers or patients in the City; and

WHEREAS, pursuant to Northfield City Code, Section 30-122, the City shall issue no more than two (2) cannabis retail business registrations, and shall not be required to issue a registration if there is one active cannabis retail business registration for every 12,500 residents in the applicable county; and

WHEREAS, the City has issued only one cannabis retail registration, and there is not one active cannabis retail business registration for every 12,500 residents within Rice county; and

WHEREAS, pursuant to Northfield City Code, Section 30-123, the Applicant shall be required to submit a copy of a valid state license issued by the OCM to the City Clerk and allow a preliminary inspection of the cannabis retail business’s premises to be conducted by the City prior to making any sales within the City.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL THAT:

1. The City Council of the City of Northfield hereby approves the cannabis retail registration application for Black Bear Wellness MN LLC to operate a cannabis retail business with an adult-use retail endorsement in the City of Northfield at 680 Professional Drive, Northfield, MN 55057.

2. Black Bear Wellness MN LLC shall provide to the City Clerk a copy of its state license issued by the OCM at such time that the OCM issues the license to Black Bear Wellness MN LLC and shall permit the City to conduct a preliminary inspection of its premises prior to making sales within the City.
3. Should the Black Bear Wellness MN LLC's preliminary license approval be revoked by the Office of Cannabis Management or expire pursuant to Minnesota Statutes, Section 342.14, subd. 10, this retail registration be automatically revoked without further action by the City Council.

Passed by the City Council of the City of Northfield on this 19th day of May, 2026.

ATTEST

City Clerk

Mayor

VOTE: ___ ZWEIFEL ___ BEUMER ___ DAHLEN ___ HOLMES
 ___ NESS ___ PETERSON WHITE ___ SOKUP



Legislation Text

File #: 26-266, Version: 1

City Council Meeting Date:

To: Mayor and Members of Council
City Administrator

From: Justin Wagner, Utilities Manager
David Bennett, P.E., Public Works Director/City Engineer

Consideration of Authorization to Initiate a Request for Proposals (RFP) for the Wastewater Treatment Plant Pretreatment, Primary and Generator Project.

Action Requested:

The Northfield City Council considers a Motion authorizing staff to initiate the Request for Proposals for the Wastewater Treatment Plant Pretreatment, Primary and Generator Project.

Summary Report:

The City Council is being asked to approve the Request for Proposals (RFP) for the Wastewater Treatment Plant Pretreatment, Primary and Generator Project (WSTR2026-J41) (Attachment 1).

The City is requesting professional consultant services related to equipment replacements at the wastewater treatment plant that were identified in the 2021 Facility Study Update. The planned project is to replace all of the pretreatment equipment including fine screens, and grit separator, primary process pumps including variable frequency drives and piping and replacement of the backup generator. All of these items are from the plant upgrade from 1999-2001. This project is planned to be designed in 2026 and constructed in 2027 and 2028 depending on lead times of equipment.

City Plans & Policies Relevance:

2021 Facility Plan Update.

Alternative Options:

Not recommended.

Financial Impacts:

The estimated project cost is \$2,594,621 prior to design services.

Tentative Timelines:

City Council Approval of Professional Service Contract planned for July 7, 2026 City Council meeting. Design services take place through the remainder of 2026.



City of Northfield
Minnesota

Request for Proposals

Wastewater

Treatment Plant

Improvements

Justin Wagner
Utilities Manager

1101 College Street
Northfield, Minnesota 55057

507-645-3083
Justin.Wagner@northfieldmn.gov

INTRODUCTION

The City of Northfield (“City”) is requesting professional consulting services related to the 2026 Wastewater Treatment Plant Pretreatment, Primary Treatment and Generator Project. The City is seeking a proposal for Project Development, Project Design and Project Construction Phase Services. The project is scheduled for 2026.

The City of Northfield owns and operates a Wastewater Treatment Plant (“WWTP”) that was majorly upgraded in 2001. The WWTP provides treatment for the cities of Northfield and Dundas as well as both St. Olaf and Carleton Colleges. It has an Average Wet Weather design of 5.2 million gallons per day with an average 2.03 million gallons per day in 2025. In 2021, the City Council adopted a Wastewater Facility Study Update that recommended improvements to the WWTP. The City of Northfield would like to consider the second phase of upgrades for design and installation of the improvements at this time.

Inquiries about the engagement or the request for proposal should be addressed to:

Justin Wagner, Utilities Manager
Justin.Wagner@ci.northfield.mn.us
507-645-3083

There is no expressed or implied obligation for the City of Northfield to reimburse responding firms for any expenses incurred in preparing proposals in response to this request.

To be considered, qualified firms must submit an electronic copy of their proposal by email to Justin Wagner, Utilities Manager at justin.wagner@northfieldmn.gov by 2:00 p.m. on June 17, 2026. The City of Northfield reserves the right to reject any or all proposals submitted.

The City of Northfield reserves the right, where it may serve the City’s best interest, to request additional information or clarification from proposers or to allow corrections of errors or omissions. At the discretion of the City, firms submitting proposals may be requested to make oral presentations as part of the evaluation process. Following a review of the proposals, a recommendation for award will be made by the Utilities Manager to the City Administrator or City Council. A final decision for award of the work may be made by the City Administrator or the City Council.

The City of Northfield reserves the right to retain all proposals submitted and to use any concepts and ideas in a proposal regardless of whether that proposal is selected. Submission of a proposal indicates acceptance by the proposing firm of the conditions contained in this request for proposal, unless clearly and specifically noted in the proposal submitted and confirmed in the written contract between the City of Northfield and the firm selected.

Tentative Project Schedule:

- May 22, 2026 Solicitation for proposals begins
- June 17, 2026 Proposal submittal deadline
- July 7, 2026 Council approve Contract with recommended firm
- July 8, 2026 Wastewater Treatment Plant Upgrades Project begins
- October 2026 60% Design Plans & Cost Estimate
- December 2026 95% Design Plans submitted to MPCA for Review
- January 2027 Design Completion and Bid
- February 2027 Award Bid

- 2027-2028 Construction

Goals and Objectives

The project shall complement City plans such as the Wastewater Treatment Facility Study Update and Climate Action Plan and have a thorough review and incorporation of the best management practices for a Wastewater Treatment Plant. The project improvements shall provide the wastewater treatment plant with upgrades to last the design life of 20 years and meet the future growth plans of the City.

Scope of Services Requested

The City is requesting a professional consultant services related to the 2026 Wastewater Treatment Plant Pretreatment, Primary Treatment, and Generator Project included in the 2021 Facility Study Update (Appendix A). The City is seeking a proposal for Project Development, Project Design, and Projection Construction Phase Services. This project is scheduled for construction in 2026.

The WWTP Facility Study Update recommended upgrading its preliminary treatment, process lift pumps and standby generator. The preliminary equipment includes two Lakeside rotating drum screen systems and a Pista-Grit grit removal system. The process lift pumps include three non-clog submersible centrifugal pumps in a wet well. Each pump is rated at 3,615 gpm at 45 ft total dynamic head. Additionally, staff is recommending the replacement of the primary process piping based on recommendation from inspections of the primary process pumps. The piping should be replaced from the pumps in the wet well, through the tank wall and up to the valves. Two pumps will be required to always be operable while one is being replace. The WWTP standby diesel generator is a 1,500 kW Caterpillar generator and planned to be replaced with a similar generator. During the entire project, a standby generator will be required to be available for use to ensure plant operation. A more thorough look into each of the projects is described in the Facility Study Update. The City is recommending replacement of the primary process pumps piping that is associated with the primary process pumps. Additionally, two 30'' backwash header valves and actuators are being recommended to be replaced as part of the project.

- 1. Topographic Survey** – Perform a field control survey and develop horizontal and vertical control points at convenient intervals throughout the wastewater treatment plant improvements project and perform topographic survey of the wastewater treatment plant improvements project boundaries. This survey shall establish sufficient control to reestablish the street and sidewalk within project area.
 - 1.1. The Consultant shall perform a full topographic survey on the Wastewater Treatment Plant's property.
- 2. Design** – The successful consultant shall design a full set of approved plans including the following but not limited to:
 - 2.1. Existing Plans – Using topographic information, prepare base plans showing:
 - 2.1.1. Locations and elevations of all physical features.
 - 2.1.2. Existing profiles.
 - 2.2. Preliminary and final design plans and specifications – Prepare plans and specifications.
 - 2.2.1. Profiles –set the profiles for the project.
 - 2.2.2. Layout and elevations for all new and replacement pavement areas.

- 2.2.3. Removals – develop a removals plan for all portions of the project.
- 2.2.4. Utilities (electric, gas, telephone, cable TV) – All utilities should be coordinated to allow adequate time for relocations if necessary. Working with City staff, utilities should be shown based on information provided by utility companies and marked in the field. Internal utilities shall be coordinated with City staff to be located.
- 2.2.5. Engineer to design an erosion control plan for the project.
- 2.3. Prepare contract documents - the consultant selected will prepare contract documents based on the City’s standards.
- 2.4. Submit to City for review and approval.
 - 2.4.1. 60% Plan, Specification, Cost Estimate and Meeting with Staff
 - 2.4.2. 95% Plan, Specification, Cost Estimate and Meeting with Staff
- 2.5. Obtain all required permits – The consultant selected will prepare and submit applications for all required permits. The City of Northfield will pay for all permit fees.
- 2.6. Prepare opinion of probable construction costs - The consultant selected will prepare an opinion of probable construction costs.
- 2.7. The consultant will produce copies of the plans and specifications for bidding purposes and distribute plans and specifications to potential bidders utilizing the consultant’s bidding software. The consultant will maintain and provide a plan holders’ list.
- 3. Bidding Administration** – the following bidding administration will be required of the consultant selected:
 - 3.1. Advertisement for bids – The Consultant will prepare the advertisement for bids in the City of Northfield format and submit to the City of Northfield for the required publication submittal.
 - 3.2. Answer bidder’s questions – The consultant will be required to answer all bidders’ questions.
 - 3.3. Issue addenda, if required – The consultant will be required to prepare any addendums. The City will distribute addendums.
 - 3.4. Bid opening and tabulation – The consultant will open and tabulate bids.
 - 3.5. Prepare letter of award recommendation – The Consultant will prepare a letter of award recommendation.
- 4. Construction Services**
 - 4.1. Construction Administration –The consultant will be required to:
 - 4.1.1. Attend preconstruction conference.
 - 4.1.2. Perform on-site review of project’s work and status as needed.
 - 4.1.3. Attend progress meetings as needed.
 - 4.1.4. Approve shop drawings, material list reports and all information on material to be used for construction in accordance with the plans and specifications.
 - 4.1.5. It should be planned for a minimum of 10 hours per week for 20 weeks for submittal review.
 - 4.1.6. It should be planned for a minimum of 10 hours per week for 20 weeks of construction administration for the project manager.
 - 4.2. Field Staking
 - 4.2.1. Stake limits of construction.
 - 4.2.2. Stake for grading.
 - 4.2.3. Stake alignment and grades for new storm sewer, sanitary sewer and watermain replacement and/or repairs.

- 4.2.4. Stake other facilities as necessary.
- 4.3. Construction Observation Support - The Consultant will provide construction observation and day-to-day project coordination. Task include but are not limited to:
 - 4.3.1. A minimum of ten hours per week for 30 weeks of on-site inspection services for all facets of the project
 - 4.3.2. Maintain good public relations with residents and/or property owners
 - 4.3.3. Maintaining a daily diary of construction activity
 - 4.3.4. Daily documentation of pay item
 - 4.3.5. Working with the Contractor and City Staff to prepare partial pay estimates
 - 4.3.6. Coordinate and documentation of materials testing requirements
 - 4.3.7. Documenting certification of materials
 - 4.3.8. Verify conformity of materials and construction outcomes conform specifically to MnDOT standards and requirements

5. Project Close-out

- 5.1. Conduct final review of project.
- 5.2. Obtain record information from field representatives.
- 5.3. Record drawings - The Consultant will prepare record drawings.

Proposal Form and Contents

The Consultant's submittal must contain and clearly identify the following elements.

A. Project Approach/Work Plan

A detailed explanation of the overall approach to be taken to complete the project along with a detailed work plan must be provided. The work plan must contain a description of each task to be performed, identify the interrelationships among the tasks, clearly identify major review and decision points and specify the deliverables and work products for each task. The work plan must address, at a minimum, each of the items outlined under Scope of Services Section in the RFP.

B. Consultant Qualifications / Profile

Include qualifications of the firm as it relates to design and construction services of a wastewater treatment plant upgrade, including previous experience with similar projects for cities or other units of government that operate a Biological Aerated Filtration (BAF) wastewater treatment plant. Additionally, consultant will have knowledge of replacement of a generator and operation of the cities electrical requirements.

C. Key Personnel

The Consultant shall provide the names, qualifications and resumes of key personnel that will be assigned to this work and identify the lead client service contact that will be responsible for the management and administration of a contract with the City. As the stated qualifications of the personnel to be assigned to the project will have bearing on the City's award of contract, no change in personnel assigned to the project will be permitted without approval of the City.

D. Organizational Structure

The proposal must include the organizational/project management structure identifying key project personnel, their roles and responsibilities and the time available for each individual to work on this project.

E. Project Schedule

The proposal must identify the major tasks and dates of accomplishment. The schedule must indicate tasks, which the Consultant anticipates, will be done by the City. Work on this project should be initiated within two weeks of March 15, 2022 and diligently performed thereafter. The schedule will be monitored by the City to evaluate the Consultant's performance on the project. Any deviation from the milestones as proposed by the Consultant shall be approved by the City.

Once a Consultant is selected, a kickoff meeting will be held where among other things; the schedule will be reviewed and adjusted as appropriate based on individual project tasks and input from the Consultant.

F. Cost

A detailed cost estimate for completing the project, broken down by task, personnel and hours must be provided. Please identify the personnel that correspond to each title in the cost estimate. The proposal must indicate the total cost and itemize each task for the project. The proposal should include hourly rates for specific professional services, including meeting and presentation costs. Payment of fees will be made every thirty days upon receipt of a progress report and an invoice itemizing services performed and hours worked. Any work identified as optional in the Scope of Services shall be listed separately from required work. A total cost for all work is required by the proposal.

G. Exceptions and Deviations

Any exceptions to the requirements in this RFP, including the language in the Contract Negotiations and Terms Section, must be included in the proposal submitted by the Proposer. Segregate such exceptions as a separate element of the proposal under the heading "Exceptions and Deviations."

H. Additional Information

Any other information that the Proposer believes to be pertinent, but not specifically asked for elsewhere in the RFP, may be included under the heading "Additional Information."

I. References

A listing of the names, addresses and telephone numbers of at least three (3) references for whom the respondent has completed wastewater treatment plant upgrades of similar size and scope.

SELECTION

Proposals that comply with the instructions set forth in this document will be evaluated by the City of Northfield. Proposals will be evaluated on the following criteria:

- Understanding of the work to be completed.
- Quality of the approach presented in addressing the issues identified in this RFP.
- Experience designing Biological Aerated Filtration (BAF) wastewater treatment plants.
- Experience in performing similar projects.
- Experience of individuals the Consultant will assign to this work.
- Firms work related to sustainability practices.
- Proposed cost.
- The ability to perform the work within the specified time.
- Proposed schedule for completing the work.

The City reserves the right to accept or reject any or all proposals received, in whole or in part. At its discretion, the City of Northfield may choose to waive immaterial deviations from the RFP instructions. If necessary, a short list of Consultants will be called for an interview. Selection of a Consultant is expected in March 2022. The Consultant selection may require the approval of the City Council.

This RFP does not commit the City of Northfield to enter into a contract, nor does it obligate the City of Northfield to pay for any costs incurred by the Consultant in the preparation and submission of proposals or in anticipation of a contact.

CONTRACT NEGOTIATION AND TERMS

A. Negotiations and Contract Execution

Upon completion of the evaluation process, the City of Northfield will enter into negotiations with the responder(s) whose proposal offers the best solution and best value possible, as determined in the evaluation process.

This project will have an executed contract between the Consultant and the City. The City reserves the right to negotiate the final terms and conditions of the contract to be executed. Should the City and a Consultant be unable to mutually agree upon the entire contract, the City reserves the right to discontinue negotiations, select another Consultant or reject any or all proposals. The City reserves the right to negotiate with more than one Consultant simultaneously. Upon completion of negotiations agreeable to the City and Consultant, a contract shall be executed.

B. Contract Terms

1. Contract Terms are outlined in Appendix B.

APPENDIX A
City of Northfield Wastewater Facility Study Update
**Double click on image below of study
and study will open**



Northfield Wastewater Treatment Plant Project
Facility Plan Update

Final
June 2021

City of Northfield



APPENDIX B

PROFESSIONAL SERVICES AGREEMENT

CONSULTANT SERVICE CONTRACT

This Contract is made this [day] day of [month], [year], by and between the CITY OF Northfield, a Minnesota municipal corporation, 801 Washington St., (“CITY”), and [service provider], a [corporation, limited liability company, etc.] under the laws of the State of [insert state of incorporation] [address], (“CONSULTANT”), (collectively the “PARTIES”).

WHEREAS, CITY requires certain professional services in conjunction with Wastewater Treatment Plant Improvements Project (the “Project”); and

WHEREAS, CONSULTANT agrees to furnish the various professional services required by CITY.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein, the Parties agree as follows:

SECTION I – CONSULTANT'S SERVICES AND RESPONSIBILITIES

- A. **Scope of Services.** CONSULTANT agrees to perform various Project services as detailed in Exhibit 1, Scope of Services, attached hereto and incorporated herein by reference.
- B. **Changes to Scope of Services/Additional Services.** Upon mutual agreement of the PARTIES hereto pursuant to Section VI, Paragraph K of this Contract, a change to the scope of services detailed in Exhibit 1, attached hereto, may be authorized. In the event that such a change to the scope of services detailed in Exhibit 1, attached hereto, requires additional services by CONSULTANT, CONSULTANT shall be entitled to additional compensation consistent with Section III of this Contract. CONSULTANT shall give notice to CITY of any additional services prior to furnishing such additional services. CITY may request an estimate of additional cost from CONSULTANT, and upon receipt of the request, CONSULTANT shall furnish such cost estimate, prior to CITY’s authorization of the changed scope of services.
- C. **Changed Conditions.** If CONSULTANT determines that any services it has been directed or requested to perform by CITY are beyond the scope of services detailed in Exhibit 1, attached hereto, or that, due to changed conditions or changes in the method or manner of administration of the Project, CONSULTANT’s effort required to perform its

services under this Contract exceeds the estimate which formed the basis for CONSULTANT's compensation, CONSULTANT shall promptly notify CITY of that fact. Upon mutual agreement of the PARTIES hereto pursuant to Section VI, Paragraph K of this Contract, additional compensation for such services, and/or an extension of time for completion thereof, may be authorized. In the absence of such a mutual agreement, amounts of compensation and time for completion shall be equitably adjusted, provided that CONSULTANT first provides notice to CITY as required by this Paragraph and CITY has not terminated this Contract pursuant to Section IV, Paragraph B.

- D. **Standard of Care.** Services provided by CONSULTANT or its subcontractors and/or sub-consultants under this Contract will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of CONSULTANT's profession or industry. CONSULTANT shall be liable to the fullest extent permitted under applicable law, without limitation, for any injuries, loss, or damages proximately caused by CONSULTANT's breach of this standard of care. CONSULTANT shall put forth reasonable efforts to complete its duties in a timely manner. CONSULTANT shall not be responsible for delays caused by factors beyond its control or that could not be reasonably foreseen at the time of execution of this Contract. CONSULTANT shall be responsible for costs, delays or damages arising from unreasonable delays in the performance of its duties.
- E. **Insurance.** CONSULTANT shall not commence work under this Contract until CONSULTANT has obtained all insurance required herein and such insurance has been approved by CITY, nor shall CONSULTANT allow any subcontractor to commence work on a subcontract until such subcontractor has obtained like insurance covering as to worker's compensation, liability, and automobile insurance. All this insurance coverage shall be maintained throughout the life of this Contract.
1. CONSULTANT agrees to procure and maintain, at CONSULTANT's expense, statutory Workers' Compensation coverage. Except as provided below, CONSULTANT must provide Workers' Compensation insurance for all its employees. If Minnesota Statutes, section 176.041 exempts CONSULTANT from Workers' Compensation insurance or if CONSULTANT has no employees in the City, CONSULTANT must provide a written statement, signed by an authorized representative, indicating the qualifying exemption that excludes CONSULTANT from the Minnesota Workers' Compensation requirements. If during the course of the Contract CONSULTANT becomes eligible for Workers' Compensation, CONSULTANT must comply with the Workers' Compensation insurance requirements herein and provide CITY with a certificate of insurance.
 2. CONSULTANT agrees to procure and maintain, at CONSULTANT's expense, Commercial General Liability ("CGL") and business automobile liability insurance coverages insuring CONSULTANT against claims for bodily injury or death, or for damage to property, including loss of use, which may arise out of operations by CONSULTANT or by any subcontractor or by anyone employed by any of them or by anyone for whose acts any of them may be liable (including

automobile use). The following coverages shall, at a minimum, be included in the CGL insurance: Premises and Operations Bodily Injury and Property Damage, Personal and Advertising Injury, Blanket Contractual Liability, and Products and Ongoing and Completed Operations Liability. The required automobile liability coverage must include coverage for “any auto” which extends coverage to owned autos, non-owned autos, and hired autos. Such insurance shall include, but not be limited to, minimum coverages and limits of liability specified in this Paragraph, or required by law. CITY shall have additional insured status and be listed by name on an endorsement attached to such policy(ies) for the services provided under this Contract and shall provide that CONSULTANT’s coverage shall be primary and noncontributory in the event of a loss.

3. CONSULTANT agrees to procure and maintain, at CONSULTANT's expense, the following insurance policies, including the minimum coverages and limits of liability specified below, or as specified in the applicable insurance certificate(s), or as required by law, whichever is greater:

Worker’s Compensation	Statutory Limits
Employer’s Liability	\$500,000 bodily injury by accident \$500,000 bodily injury by disease aggregate \$500,000 bodily injury by disease per employee
Commercial General Liability	\$2,000,000 property damage and bodily injury per occurrence \$4,000,000 annual aggregate \$2,000,000 annual aggregate Products – Completed Operations
Automobile Liability	\$1,000,000 per occurrence combined single limit for Bodily Injury and Property Damage (shall include coverage for all owned, hired and non-owned vehicles)
Umbrella or Excess Liability	\$1,000,000

4. Professional/Technical (Errors and Omissions) Liability Insurance. *As applicable, if the services of the Consultant also include professional services to be provided by Consultant as part of this contract include the following additional language:* CONSULTANT agrees to procure and maintain, at CONSULTANT's expense, Professional/Technical (Errors and Omissions) Liability Insurance. The required policy will provide coverage for all claims CONSULTANT may become legally obligated to pay resulting from any actual

or alleged negligent act, error, or omission related to CONSULTANT's professional services required under the contract. CONSULTANT is required to carry the following minimum limits: \$2,000,000 – per wrongful act or occurrence; \$4,000,000 – annual aggregate; or as specified in the applicable insurance certificate(s), or as required by law, whichever is greater. Any deductible will be the sole responsibility of CONSULTANT and may not exceed \$50,000 without the written approval of CITY. If CONSULTANT desires authority from CITY to have a deductible in a higher amount, CONSULTANT shall so request in writing, specifying the amount of the desired deductible and providing financial documentation by submitting the most current audited financial statements so that CITY can ascertain the ability of CONSULTANT to cover the deductible from its own resources. The retroactive or prior acts date of such coverage shall not be after the effective date of this contract and CONSULTANT shall maintain such insurance for a period of at least three (3) years, following completion of the work. If such insurance is discontinued, extended reporting period coverage must be obtained by CONSULTANT to fulfill this requirement.

5. **Technology Errors and Omissions Insurance. *As applicable, if the services of the Consultant also include risk of claims for the below identified matter, include the following additional language:*** CONSULTANT agrees to procure and maintain, at CONSULTANT's expense, Technology Errors and Omissions Insurance. The required policy will provide coverage for all claims CONSULTANT may become legally obligated to pay, including but not limited to infringement of copyright, trademark, trade dress, invasion of privacy violations, information theft, damage to or destruction of electronic information, release of private information, alteration of electronic information, cloud computing, extortion and network security. CONSULTANT is required to carry the following minimum limits: \$2,000,000 – per occurrence; \$4,000,000 – annual aggregate; or as specified in the applicable insurance certificate(s), or as required by law, whichever is greater.
6. True, accurate and current certificates of insurance, showing evidence of the required insurance coverages, are hereby provided to CITY by CONSULTANT and are attached hereto as Exhibit 2.
7. Any insurance limits in excess of the minimum limits specified herein above shall be available to CITY.
8. CONSULTANT's insurance policies and certificate(s) shall not be cancelled without at least thirty (30) days' advance written notice to CITY, or Ten (10) days' prior written notice to CITY for nonpayment of premium.
9. CONSULTANT's policies shall be primary insurance and noncontributory to any other valid and collectible insurance available to CITY with respect to any claim arising out of CONSULTANT's performance under this Contract.

10. CONSULTANT is responsible for payment of Contract related insurance premiums and deductibles. If CONSULTANT is self-insured, a Certificate of Self-Insurance must be attached.
11. CONSULTANT shall ensure that all subcontractors comply with the insurance provisions contained in this Contract and such insurance is maintained as specified.
12. CONSULTANT's policies shall include legal defense fees in addition to its liability policy limits, with the exception of the professional liability insurance and technology errors and omissions insurance, if applicable.
13. All policies listed above, except professional liability insurance (or other coverage not reasonably available on an occurrence basis), shall be written on a per "occurrence" basis ("claims made" and "modified occurrence" forms are not acceptable) and shall apply on a "per project" basis.
14. CONSULTANT shall obtain insurance policies from insurance companies having an "AM BEST" rating of A- (minus); Financial Size Category (FSC) VII or better, and authorized to do business in the State of Minnesota, or as approved by CITY.
15. Effect of Failure to Provide Insurance. If CONSULTANT fails to provide the specified insurance, then CONSULTANT will defend, indemnify and hold harmless CITY and CITY's officials, agents and employees from any loss, claim, liability and expense (including reasonable attorney's fees and expenses of litigation) to the extent necessary to afford the same protection as would have been provided by the specified insurance. Except to the extent prohibited by law, this indemnity applies regardless of any strict liability or negligence attributable to CITY (including sole negligence) and regardless of the extent to which the underlying occurrence (i.e., the event giving rise to a claim which would have been covered by the specified insurance) is attributable to the negligent or otherwise wrongful act or omission (including breach of contract) of CONSULTANT, its subcontractors, agents, employees or delegates. CONSULTANT agrees that this indemnity shall be construed and applied in favor of indemnification. CONSULTANT also agrees that if applicable law limits or precludes any aspect of this indemnity, then the indemnity will be considered limited only to the extent necessary to comply with that applicable law. The stated indemnity continues until all applicable statutes of limitation have run.

If a claim arises within the scope of the stated indemnity, CITY may require CONSULTANT to:

- a. Furnish and pay for a surety bond, satisfactory to CITY, guaranteeing performance of the indemnity obligation; or

- b. Furnish a written acceptance of tender of defense and indemnity from CONSULTANT's insurance company.

CONSULTANT will take the action required by CITY within Fifteen (15) days of receiving notice from CITY.

- 16. Notwithstanding the foregoing, CITY reserves the right to immediately terminate this Contract if CONSULTANT is not in compliance with the insurance requirements contained herein and retains all rights to pursue any legal remedies against CONSULTANT.

SECTION II – CITY'S RESPONSIBILITIES

- A. CITY shall promptly compensate CONSULTANT as services are performed to the satisfaction of the CITY's *Utilities Manager*, in accordance with Section III of this Contract.
- B. CITY shall provide access to any and all previously acquired information relevant to the scope of services detailed in Exhibit 1, attached hereto, in its custody to CONSULTANT for its use, at CONSULTANT's request.
- C. CITY will, to the fullest extent possible, grant access to and make all provisions for entry upon both public and private property as necessary for CONSULTANT's performance of the services detailed in Exhibit 1, attached hereto.
- D. *Justin Wagner*, CITY's *Utilities Manager*, shall serve as the liaison person to act as CITY's representative with respect to services to be rendered under this Contract. Said representative shall have the authority to transmit instructions, receive instructions, receive information, interpret and define CITY's policies with respect to the Project and CONSULTANT's services. Such person shall be the primary contact person between CITY and CONSULTANT with respect to the services from CONSULTANT under this Contract. CITY reserves the right to substitute the authorized contact person at any time and shall notify CONSULTANT thereof.

SECTION III – CONSIDERATION

- A. **Fees.** CITY will compensate CONSULTANT as detailed in Exhibit 3, Compensation, which is attached hereto and incorporated herein by reference, for CONSULTANT's performance of services under this Contract.
- B. If CITY fails to make any payment due CONSULTANT for services performed to the satisfaction of the CITY's *Utilities Manager* and expenses within thirty days after the date of CONSULTANT's invoice, CONSULTANT may, after giving seven days written notice to CITY, and without waiving any claim or right against CITY and without incurring liability whatsoever to CITY, suspend services and withhold project

deliverables due under this Contract until CONSULTANT has been paid in full all amounts due for services, expenses and charges.

SECTION IV – TERM AND TERMINATION

- A. **Term.** This Contract shall be in effect until such time as the Project is completed, _____, 20___, or as otherwise provided in this Contract, whichever comes first.
- B. **Termination.** This Contract may be terminated by either PARTY for any reason or for convenience by either PARTY upon Seven (7) days written notice. In the event of termination, CITY shall be obligated to CONSULTANT for payment of amounts due and owing including payment for services performed or furnished to the date and time of termination, computed in accordance with Section III of this Contract.
- C. **Default.** If CONSULTANT fails to satisfy any of the provisions of this Contract or so fails to perform and/or administer the services detailed in Exhibit 1, attached hereto, pursuant to the requirements of Section I of this Contract, in such a manner as to endanger the performance of the Contract or the services provided hereunder, this shall constitute default. Unless CONSULTANT's default is excused by CITY, CITY may, upon written notice, immediately cancel this Contract or exercise any other rights or remedies available to CITY under this Contract or law. In the event of CONSULTANT's default, CONSULTANT shall be liable to CITY for any and all costs, disbursements, attorneys and consultant fees reasonably incurred by CITY in enforcing this Contract.
- D. **Suspension of Work.** If any work performed by CONSULTANT is abandoned or suspended in whole or in part by CITY, CONSULTANT shall be paid for any services performed to the satisfaction of the CITY's Utilities Manager prior to CONSULTANT's receipt of written notice from CITY of such abandonment or suspension, but in no event shall the total of CITY's payments to CONSULTANT under this Contract be required to exceed a percentage of the total contract price (calculated by either the Contract price or the maximum price set forth in Exhibit 3, attached hereto) equivalent to the percentage of the scope of services completed by CONSULTANT to the satisfaction of the CITY's Utilities Manager as determined by CITY.

SECTION V – INDEMNIFICATION

- A. CONSULTANT shall indemnify, protect, save, and hold harmless CITY, and its respective officers, directors, employees and members and agents, from and against any claims, liability, damages, costs, judgments, or expenses, including reasonable attorney's fees, to the extent attributable to or caused by the negligent or otherwise wrongful acts or omissions, including breach of a specific contractual duty, of CONSULTANT or CONSULTANT's independent contractors, subcontractors, agents, employees, vendors or delegates with respect to this Contract or the Project. CONSULTANT shall defend CITY against the foregoing, or litigation in connection with the foregoing, at CONSULTANT's expense, with counsel reasonably acceptable to CITY, except that for professional liability claims, CONSULTANT shall have no upfront duty to defend CITY but shall reimburse defense costs to CITY to the same extent of CONSUTANT'S indemnity

obligation herein. CITY, at its expense, shall have the right to participate in the defense of any claims or litigation and shall have the right to approve any settlement, which approval shall not be unreasonably withheld. The indemnification provision of this Section shall not apply to damages or other losses proximately caused by or resulting from the negligence or willful misconduct of CITY. All indemnification obligations shall survive termination, expiration or cancellation of this Contract. CONSULTANT agrees, that in order to protect itself and CITY under the indemnity provisions set forth above, it will at all times during the term of this Contract keep in force policies of insurances required in the Paragraph entitled, "Insurance." Nothing in this Contract shall be construed to waive any immunities or limitations to which CITY is entitled under Minn. Stat. Chapter 466 or otherwise.

- B. CITY shall indemnify protect, save, and hold harmless CONSULTANT, and its respective officers, directors, employees and members and agents, from and against any claims, liability, damages, costs, judgments, or expenses, including reasonable attorney's fees, to the extent attributable to or caused by the negligent or otherwise wrongful acts or omissions of CITY or its agents, employees, contractors or subcontractors with respect to CITY's performance of its obligations under this Contract. CITY shall defend CONSULTANT against the foregoing, or litigation in connection with the foregoing, at CITY's expense. CONSULTANT, at its expense, shall have the right to participate in the defense of any Claims or litigation. The indemnification provision of this Section shall not apply to damages or other losses proximately caused by or resulting from the negligence or willful misconduct of CONSULTANT. All indemnification obligations shall survive termination, expiration or cancellation of this Contract.
- C. Nothing contained in this Contract shall create a contractual relationship with or a cause of action in favor of a third party against CITY or CONSULTANT. CONSULTANT's services under this Contract are being performed solely for CITY's benefit, and no other entity shall have any claim against CONSULTANT because of this Contract or the performance or nonperformance of services provided hereunder.

SECTION VI – GENERAL TERMS

- A. **Voluntary and Knowing Action.** The PARTIES, by executing this Contract, state that they have carefully read this Contract and understand fully the contents hereof; that in executing this Contract they voluntarily accept all terms described in this Contract without duress, coercion, undue influence, or otherwise, and that they intend to be legally bound hereby.
- B. **Authorized Signatories.** The PARTIES each represent and warrant to the other that (1) the persons signing this Contract are authorized signatories for the entities represented, and (2) no further approvals, actions or ratifications are needed for the full enforceability of this Contract against it; each PARTY indemnifies and holds the other harmless against any breach of the foregoing representation and warranty.

- C. **Notices.** All notices and other communications required or permitted under this Contract shall be in writing, and hand delivered or sent by registered or certified mail, return-receipt requested, postage prepaid, or by overnight delivery service and shall be effective upon receipt at the following addresses or as either PARTY shall have notified the other PARTY. The PARTIES' representatives for notification for all purposes are:

CITY:

Justin Wagner
Utilities Manager
801 Washington St.
Northfield, MN 55057
Phone: 507-645-3083
Email: justin.wagner@ci.northfield.mn.us

CONSULTANT:

[Name]
[Position]
[Address]

Phone: _____
Email: _____

- D. **Dispute Resolution.** CITY and CONSULTANT agree to negotiate all disputes between them in good faith for a period of Thirty (30) days from the date of notice of dispute prior to proceeding to formal dispute resolution or exercising their rights under law.
- E. **Electronic/Digital Data.** Because of the potential instability of electronic/digital data and susceptibility to unauthorized changes, copies of documents that may be relied upon by CITY are limited to the printed copies (also known as hard copies) that are signed or sealed by CONSULTANT. Except for electronic/digital data which is specifically identified as a Project deliverable by this Contract or except as otherwise explicitly provided in this Contract, all electronic/digital data developed by CONSULTANT as part of the Project is acknowledged to be an internal working document for CONSULTANT's purposes solely and any such information provided to CITY shall be on an "as is" basis strictly for the convenience of CITY without any warranties of any kind. In the event of any conflict between a hard copy document and the electronic/digital data, the hard copy document governs. The electronic/digital data shall be prepared in the current software in use by CONSULTANT and is not warranted to be compatible with other systems or software.
- F. **Opinions or Estimates of Construction Cost.** Where provided by CONSULTANT as part of Exhibit 1 or otherwise, opinions or estimates of construction cost will generally be based upon public construction cost information. Since CONSULTANT has no control over the cost of labor, materials, competitive bidding process, weather conditions and other factors affecting the cost of construction, all cost estimates are opinions for general information of CITY and CONSULTANT does not warrant or guarantee the accuracy of

construction cost opinions or estimates. CITY acknowledges that costs for project financing should be based upon contracted construction costs with appropriate contingencies.

- G. **Independent Contractor Status.** CONSULTANT, at all times and for all purposes hereunder, shall be an independent contractor and is not an employee of CITY for any purpose. No statement contained in this Contract shall be construed so as to find CONSULTANT to be an employee of CITY, and CONSULTANT shall not be entitled to any of the rights, privileges, or benefits of employees of CITY, including but not limited to, workers' compensation, health/death benefits, and indemnification for third-party personal injury/property damage claims. CONSULTANT acknowledges that no withholding or deduction for State or Federal income taxes, FICA, FUTA, or otherwise, will be made from the payments due CONSULTANT, and that it is CONSULTANT's sole obligation to comply with the applicable provisions of all Federal and State tax laws. CONSULTANT shall at all times be free to exercise initiative, judgment and discretion as to how to best perform or provide services identified herein. CONSULTANT is responsible for hiring sufficient workers to perform the services/duties required by this Contract, withholding their taxes and paying all other employment tax obligations on their behalf.
- H. **Acceptance of Deliverables.** Each deliverable shall be subject to a verification of acceptability by CITY to ensure such deliverable satisfies stated requirements. The acceptability of any deliverable will be based on CITY's satisfaction or non-satisfaction with the deliverable based on requirements of this Contract. If any deliverable is not acceptable, CITY will notify CONSULTANT specifying reasons in reasonable detail, and CONSULTANT will, at no additional cost, conform the deliverable to stated requirements of this Contract.
- I. **Subcontracting.** CONSULTANT shall not enter into any subcontract for performance of any services contemplated under this Contract without the prior written approval of CITY. CONSULTANT shall be responsible for the performance of all subcontractors and/or sub-consultants. As required by Minn. Stat. § 471.425, CONSULTANT must pay all subcontractors, less any retainage, within Ten (10) calendar days of CONSULTANT's receipt of payment from CITY for undisputed services provided by the subcontractor(s) and must pay interest at the rate of one and one half percent per month or any part of a month to the subcontractor(s) on any undisputed amount not paid on time to the subcontractor(s).
- J. **Assignment.** This Contract may not be assigned by either PARTY without the written consent of the other PARTY.
- K. **Modifications/Amendment.** Any alterations, variations, modifications, amendments or waivers of the provisions of this Contract shall only be valid when they have been reduced to writing and signed by authorized representative of CITY and CONSULTANT.

- L. **Records—Availability and Retention.** Pursuant to Minn. Stat. § 16C.05, subd. 5, CONSULTANT agrees that CITY, the State Auditor, or any of their duly authorized representatives at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of CONSULTANT and involve transactions relating to this Contract. CONSULTANT agrees to maintain these records for a period of six years from the date of termination of this Contract.
- M. **Force Majeure.** The PARTIES shall each be excused from performance under this Contract while and to the extent that either of them are unable to perform, for any cause beyond its reasonable control. Such causes shall include, but not be restricted to fire, storm, flood, earthquake, explosion, war, total or partial failure of transportation or delivery facilities, raw materials or supplies, interruption of utilities or power, and any act of government or military authority. In the event either PARTY is rendered unable wholly or in part by force majeure to carry out its obligations under this Contract then the PARTY affected by force majeure shall give written notice with explanation to the other PARTY immediately.
- N. **Compliance with Laws.** CONSULTANT shall abide by all Federal, State and local laws, statutes, ordinances, rules and regulations now in effect or hereinafter adopted pertaining to this Contract or to the facilities, programs and staff for which CONSULTANT is responsible.
- O. **Covenant Against Contingent Fee.** CONSULTANT warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for CONSULTANT to solicit or secure this Contract, and that it has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift or any other consideration, contingent upon or resulting from award or making of this Contract.
- P. **Covenant Against Vendor Interest.** CONSULTANT warrants that it is not employed by any vendor of equipment or service provider that could result in a commission, percentage, brokerage, or contingent fee as a result of CONSULTANT's association with CITY.
- Q. **Non-Discrimination.** The provisions of any applicable law or ordinance relating to civil rights and discrimination shall be considered part of this Contract as if fully set forth herein.
- R. **Interest by City Officials.** No elected official, officer, or employee of CITY shall during his or her tenure or employment and for one year thereafter, have any interest, direct or indirect, in this Contract or the proceeds thereof.
- S. **Work Product.** All materials such as reports, exhibits, models, graphics, computer files, maps, charts, and supporting documentation produced under work authorized by this Contract (“Materials”) shall become the property of CITY upon completion of the work.

CITY may use the information for the Project for which they were prepared. Such use by CITY shall not relieve any liability on the part of CONSULTANT. Notwithstanding any of the foregoing to the contrary; (a) CONSULTANT may reuse standard details of its Materials in the normal course of its business; and (b) CITY understands that the Materials have been prepared for a specific project, and are not intended to be reused for other purposes. If CITY reuses the Materials for any other purpose, CITY waives any claims against CONSULTANT arising from such reuse and agrees to defend and indemnify CONSULTANT from any claims arising from such reuse.

- T. **Governing Law.** This Contract shall be deemed to have been made and accepted in Rice County, Minnesota, and the laws of the State of Minnesota shall govern any interpretations or constructions of the Contract without regard to its choice of law or conflict of laws principles.
- U. **Data Practices.** The PARTIES acknowledge that this Contract is subject to the requirements of Minnesota's Government Data Practices Act (Act), Minnesota Statutes, Section 13.01 *et seq.* CONSULTANT agrees to abide by the applicable provisions of the Act, HIPAA requirements and all other applicable state or federal rules, regulations or orders pertaining to privacy or confidentiality. CONSULTANT understands that all of the data created, collected, received, stored, used, maintained or disseminated by CONSULTANT in performing those functions that the CITY would perform is subject to the requirements of the Act, and CONSULTANT must comply with those requirements as if it were a government entity. This does not create a duty on the part of CONSULTANT to provide the public with access to public data if the public data is available from the CITY, except as required by the terms of this Contract.
- V. **No Waiver.** Any PARTY's failure in any one or more instances to insist upon strict performance of any of the terms and conditions of this Contract or to exercise any right herein conferred shall not be construed as a waiver or relinquishment of that right or of that PARTY's right to assert or rely upon the terms and conditions of this Contract. Any express waiver of a term of this Contract shall not be binding and effective unless made in writing and properly executed by the waiving PARTY.
- W. **Special Conditions.** To the extent not inconsistent with this Contract, including Exhibits 1-3, this Contract is subject to such special conditions as are set forth in Exhibit 4, Special Conditions Supplement, which is attached hereto and made a part hereof.
- X. **Data Disclosure.** Under Minn. Stat. § 270C.65, Subd. 3 and other applicable law, CONSULTANT consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to CITY, to federal and state agencies and state personnel involved in the payment of CITY obligations. These identification numbers may be used in the enforcement of federal and state laws which could result in action requiring CONSULTANT to file state tax returns, pay delinquent state tax liabilities, if any, or pay other CITY liabilities.

- Y. **Patented Devices, Materials and Processes.** If this Contract requires, or CONSULTANT desires, the use of any design, device, material or process covered by letters, patent or copyright, trademark or trade name, CONSULTANT shall provide for such use by suitable legal agreement with the patentee or owner and a copy of said agreement shall be filed with CITY. If no such agreement is made or filed as noted, CONSULTANT shall indemnify and hold harmless CITY from any and all claims for infringement by reason of the use of any such patented designed, device, material or process, or any trademark or trade name or copyright in connection with the services agreed to be performed under the Contract, and shall indemnify and defend CITY for any costs, liability, expenses and attorney's fees that result from any such infringement.
- Z. **Mechanic's Liens.** CONSULTANT hereby covenants and agrees that CONSULTANT will not permit or allow any mechanic's or materialman's liens to be placed on CITY's interest in the Property that is the subject of the Project during the term hereof. Notwithstanding the previous sentence, however, in the event any such lien shall be so placed on CITY's interest, CONSULTANT shall take all steps necessary to see that it is removed within thirty (30) days of its being filed; provided, however, that CONSULTANT may contest any such lien provided CONSULTANT first posts a surety bond, in favor of and insuring CITY, in an amount equal to 125% of the amount of any such lien.
- AA. **Construction Observation.** CONSULTANT shall visit the project at appropriate intervals during construction to become familiar with the progress and quality of the contractors' work and to determine if the work is proceeding in general accordance with the Project plans and specifications, and shall be responsible for notifying CITY of any errors or omissions in contractor's work or any deviations in the contractor's work from the Project plans and specifications developed by CONSULTANT.
- BB. **Severability.** The invalidity or unenforceability of any provision of this Contract shall not affect the validity or enforceability of any other provision. Any invalid or unenforceable provision shall be deemed severed from this Contract to the extent of its invalidity or unenforceability, and this Contract shall be construed and enforced as if the Contract did not contain that particular provision to the extent of its invalidity or unenforceability.
- CC. **Entire Contract.** These terms and conditions constitute the entire Contract between the PARTIES regarding the subject matter hereof. All discussions and negotiations are deemed merged in this Contract.
- DD. **Headings and Captions.** Headings and captions contained in this Contract are for convenience only and are not intended to alter any of the provisions of this Contract and shall not be used for the interpretation of the validity of the Contract or any provision hereof.
- EE. **Survivability.** All covenants, indemnities, guarantees, releases, representations and warranties by any PARTY or PARTIES, and any undischarged obligations of CITY and

CONSULTANT arising prior to the expiration of this Contract (whether by completion or earlier termination), shall survive such expiration.

- FF. **Execution.** This Contract may be executed simultaneously in two or more counterparts that, when taken together, shall be deemed an original and constitute one and the same document. The signature of any PARTY to the counterpart shall be deemed a signature to the Contract, and may be appended to, any other counterpart. Facsimile and email transmissions of executed signature pages shall be deemed as originals and sufficient to bind the executing PARTY.

Remainder of page intentionally left blank.

SECTION VII –SIGNATURES

IN WITNESS WHEREOF, the PARTIES have hereunto executed this document the day and year first above written.

CONSULTANT: [Name]_____

By: _____
(Signature)
Title: _____
Print Name: _____

Date: _____

By: _____
(Signature)
Title: _____
Print Name: _____

Date: _____

CITY OF Northfield:

By: _____
_____, Its Mayor

Date: _____

By: _____
_____, Its City Clerk

Date: _____

EXHIBIT 1

SCOPE OF SERVICES

Subject to the terms of this Contract, CONSULTANT shall perform the following services:

[Insert detailed description of scope of services here]

EXHIBIT 2

CERTIFICATES OF REQUIRED INSURANCE COVERAGES

[Certificates of Insurance attached hereto]

EXHIBIT 3

COMPENSATION

Subject to the limitations set forth in this Exhibit, CITY will compensate CONSULTANT in accordance with the schedule of fees below for the time spent in performance of services under this Contract, provided that under no circumstances shall CONSULTANT’s total charges to CITY, including expenses, exceed \$_____ (“maximum price”), unless such charges in excess of the maximum price are authorized in writing by the [Position, e.g. City Engineer] _____ before they are incurred by CITY.

[CITY will make periodic payment to CONSULTANT upon billing at intervals not more often than monthly at the rates specified in the schedule of fees included herein, provided that no bill/invoice submitted to CITY shall exceed a percentage of the maximum price equivalent to the percentage of the scope of services completed by CONSULTANT to the satisfaction of the [Position, e.g. City Engineer] _____ as determined by CITY.]*

CITY shall be entitled to withhold five percent (5%) of the maximum price until such time as CONSULTANT has fully performed the scope of services detailed in Exhibit 1 to the satisfaction of the [Position, e.g. City Engineer] _____.

[In no event shall the total of CITY’s payments to CONSULTANT under this Contract be required to exceed a percentage of the maximum price equivalent to the percentage of the scope of services completed by CONSULTANT to the satisfaction of the [Position, e.g. City Engineer] _____.]*

* [NOTE TO DRAFTER: The above asterisked language may not be workable in many circumstances, as it may simply be impractical to determine the percentage of the scope of services that has been completed at a given moment (or even an approximation thereof). An alternative would be to negotiate a ‘tiered’ or ‘phased’ scope of services and compensation structure that would divide the project into several logical steps and require CITY authorization before the Consultant begins work on the next step. Such a tiered or phased scope of services would have to be drafted on a case-by-case basis.]

Schedule of Fees

<u>Classification</u>	<u>Hourly Rate</u>
[Position, e.g. Sr. Project Manager -Sr. Principal Engineer/Surveyor]	\$/Hour
[Position, e.g. Sr. Project Manager -Principal Engineer/Surveyor]	\$/Hour
[Position, e.g. Project Manager]	\$/Hour

<u>[Position, e.g. Project/Design Engineer/Planner]</u>	\$ _____/Hour
<u>[Position, e.g. Senior Technician (Inc. Survey)]</u>	\$ _____/Hour
<u>[Position, e.g. Technician (Inc. Survey)]</u>	\$ _____/Hour
<u>[Position, e.g. Administrative Support & Clerical]</u>	\$ _____/Hour
<u>[Position, e.g. Field Sampling and Testing]</u>	\$ _____/Hour
<u>[Service, e.g. Laboratory Soils Testing]</u>	\$ _____ Per service
<u>[Service, e.g. Specialty Pipe Materials Testing]</u>	\$ _____ Per service
<u>[Service, e.g. GPS/Robotic Survey Equipment]</u>	\$ _____ Per service
<u>[Service, e.g. CAD/Computer Usage]</u>	\$ _____ Per service
<u>[Service, e.g. Routine Office Supplies]</u>	\$ _____ Per service
<u>[Service, e.g. Routine Photo Copying/Reproduction]</u>	\$ _____ Per service
<u>[Service, e.g. Field Supplies/Survey Stakes & Equipment]</u>	\$ _____ Per service

[OR]

Subject to the limitations set forth in this Exhibit, CITY will pay CONSULTANT a flat fee of \$_____ (“Contract price”) for CONSULTANT’s services, including expenses, under this Contract.

CITY will make periodic payment to CONSULTANT upon billing at intervals not more often than monthly at the rates specified in the following schedule of fees, provided that no bill submitted to CITY shall exceed a percentage of the Contract price equivalent to the percentage of the scope of services completed by CONSULTANT to the satisfaction of the [Position, e.g. City Engineer]

:

[CITY will make periodic payment to CONSULTANT upon billing at intervals not more often than monthly at the rates specified in the schedule of fees included herein, provided that no bill/invoice submitted to CITY shall exceed a percentage of the Contract price equivalent to the percentage of the scope of services completed by CONSULTANT to the satisfaction of the [Position, e.g. City Engineer] as determined by CITY.]*

CITY shall be entitled to withhold five percent (5%) of the Contract price until such time as CONSULTANT has fully performed the scope of services detailed in Exhibit 1 to the satisfaction of the [Position, e.g. City Engineer].



Legislation Text

File #: Res. 2026-053, **Version:** 1

City Council Meeting Date: May 19, 2026

To: Mayor and City Council
City Administrator

From: Justin Wagner, Utilities Manager
David Bennett, P.E., Public Works Director/City Engineer

Consider Resolution Approving Plans and Spec and Ordering Advertisement for Bid for Northwest Area Water Tower Site.

Action Requested:

The Northfield City Council considers Resolution (Attachment 1) approving plans and specifications and authorizing advertisement for bid for the Northwest Area Water Tower Site Project (WATR2025-J37).

Summary Report:

The City Council is being asked to approve the construction plans and specifications for the Northwest Area Water Tower Site Project (WATR2025-J37) related to grading, water main, and access road.

Short Elliot Hendrickson (SEH), Inc. has prepared plans and specifications for the Northwest Area Water Tower Site Project. The project includes connection to the existing watermain within the Northfield Hospital and Clinics driveway and extension of driveway through an existing easement to the Northwest Area Water Tower property. Additionally, site preparation and seeding will take place as part of the project.

This is the first step in the process for the construction of the Northwest Area Water Tower to provide additional water storage to the northwest industrial area within the Alternative Urban Areawide Review (AUAR) site. The northwest area water tower project received a federal grant for \$3.945 million that the Army Corps of Engineers will bid out later this fall.

Alternative Options:

The City Council could choose not to approve the plans and specifications which staff does not recommend.

Financial Impacts:

Estimated total construction including 10% contingency is \$456,597.35.

Tentative Timelines:

City Council Consider Approval of Contract for Construction - July 7, 2026
Construction - August 2026 to June 2027

CITY OF NORTHFIELD, MINNESOTA
CITY COUNCIL RESOLUTION 2026-053
APPROVING PLANS AND SPECIFICATIONS AND
AUTHORIZING ADVERTISEMENT FOR BIDS
NORTHWEST AREA WATER TOWER SITE
PROJECT WSTR2025-J37

WHEREAS, pursuant to Motion 25-333 passed by the City Council on June 17, 2025 City staff has prepared plans and specifications for Northwest Area Water Tower Project WATR2025-J37; and, has presented such plans and specifications to the Council for approval; and,

WHEREAS, the following streets/improvements are included in Northwest Area Water Tower Project:

- General conditions and mobilization
- Installation of watermain from existing line to water tower site
- Water tower access road construction
- Water tower site work.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL THAT:

1. Such plans and specifications, copies of which are available at the City of Northfield's Engineering Office, are hereby approved.
2. The City Clerk shall prepare and cause to be inserted in the official paper, Northfield News, and on the QuestCDN website, an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published for 21 days, shall specify the work to be done, shall state that bids will be received by the clerk until 2:00 p.m. on June 18, 2026 at which time they will be publicly opened virtually by the City Clerk and City Engineer, will then be tabulated, and will be considered by the Council at 6:00 p.m. on July 7, 2026, in the Council Chambers of the City Hall. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the Council on the issue of responsibility. No bids will be considered unless sealed and filed with the Clerk and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the Clerk for five percent (5%) of the amount of such bid.

PASSED by the City Council of the City of Northfield on this 19th day of May, 2026.

ATTEST

City Clerk

Mayor

VOTE: ___ ZWEIFEL ___ BEUMER ___ DAHLEN ___ HOLMES
 ___ NESS ___ PETERSON WHITE ___ SOKUP



Legislation Text

File #: Res. 2026-054, **Version:** 1

City Council Meeting Date: May 19, 2026

To: Mayor and City Council
City Administrator

From: Andrew Tussing, Streets and Parks Manager
David Bennett, Public Works Director/City Engineer

Consider Accepting Bids and Awarding Contract - TH 3 Streetlight Replacement Project Phase II.

Action Requested:

Staff recommends approval of the attached Resolution accepting bids and awarding the contract for the TH 3 Streetlight Replacement Project Phase II (STRT2026-A92).

Summary Report:

The City Council is being asked to award the contract for the TH 3 Streetlight Replacement Project (STRT2026-A92). The Plans and Specifications were completed by Short Elliott Hendrickson Inc., and at the April 7, 2026, City Council Meeting, the Council authorized the advertisement for bids via Resolution 2026-041. The ad for bid was published in the Northfield News and Trade Publications.

The City received two (2) competitive bids (Attachment 2), which were publicly opened and tabulated on May 7, 2026 at 2:00 p.m. The bids ranged from \$206,457.00 to \$233,983.00 with the lowest responsible bidder being Hunt Electric, Inc. with a total bid amount of \$206,457.00. The bid came in 19% below the engineers estimate of \$254,100.

Staff is recommending that the project be awarded.

Project Background

The streetlights along Trunk Highway 3, from 700 feet south of Fifth Street West to Jefferson Parkway, will be replaced with new poles and luminaire fixtures. The proposed luminaries utilize a 3000K correlated color temperature (CCT), which is considered warm white and specified luminaire provides full cutoff performance, meaning no light is projected above the horizontal plane.

The existing steel poles, installed in the early nineties, have reached the end of their service life due to significant rusting at the bases, necessitating replacement.

The electrical lines will remain intact. The current footings for the poles are in good condition and will remain. The new light poles will be aluminum, painted black to closely resemble the appearance of the existing poles, ensuring consistency with the aesthetic of the area.

Alternative Options:

None recommended.

Financial Impacts:

Staff is recommending funding as followings.

Estimated Project Costs		
	Approve Plans	Award
Streetlights	\$254,100	\$206,457
Construction Subtotal	\$254,100	\$206,457
Art (1%)	\$2,541	\$2,065
Construction Contingency	\$25,410	\$20,645
Overhead	\$31,650	\$31,650
Total Project Cost	\$313,701	\$260,817

Estimated Project Funding		
	Approve Plans	Award
Franchise Fees	\$313,701	\$260,817
Total Project Costs	\$313,701	\$260,817

The bid came in 19% below the engineers estimate of \$254,100.00. The funds are available and under the budget estimate.

Tentative Timelines:

See the Project Process (Attachment 3) for upcoming project milestones.

CITY OF NORTHFIELD, MINNESOTA
CITY COUNCIL RESOLUTION 2026-054
ACCEPTING BIDS AND AWARDING CONTRACT
TH-3 STREETLIGHT REPLACEMENT PROJECT Phase II (STRT2026-A92)

WHEREAS, pursuant to an advertisement for bids for the improvements to the TH-3 Streetlight Replacement Project Phase II; bids were received, opened and tabulated according to law complying with the advertisement; and,

WHEREAS, it appears that Hunt Electric, Inc. is the lowest responsible bidder with a total bid amount of \$206,457.00.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL THAT:

1. The bid of Hunt Electric, Inc. of Mankato, Minnesota, in the amount of \$206,457.00 for the Base Bid construction of said improvements in accordance with the plans and specifications and advertisement for bids is the lowest responsible bid and shall be and hereby is accepted.
2. The Mayor and City Clerk are hereby authorized and directed to enter into a contract with Hunt Electric, Inc. of Mankato, Minnesota, in the name of the City of Northfield for the construction of STRT2026-A92, TH-3 Streetlight Replacement Project Phase II, according to the plans and specifications therefore approved by the City Council and on file in the office of the City Clerk.
3. The City Clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.
4. The Mayor and City Council authorize the finance director to transfer \$2,064.57 to the Arts and Culture Fund for the 1% for public art as follows:
 - a. Capital Fund Reserve transfer \$2,064.57 to Arts and Culture Fund

PASSED by the City Council of the City of Northfield on this 19th day of May 2026.

Attest:

City Clerk

Mayor

VOTE: ___ ZWEIFEL ___ BEUMER ___ DAHLEN ___ HOLMES
 ___ NESS ___ PETERSON WHITE ___ SOKUP



TABULATION OF BIDS

Low Bidder

2

TH 3 LIGHTING IMPROVEMENTS PHASE II CITY OF NORTHFIELD, MN CP # STRT2026-A92 BIDS DUE: MAY 7, 2026				Engineer's Estimate SEH \$254,350.00		Hunt Electric PO Box 164 Mankato, MN 56002 \$206,457.00		Cole's Electric, Inc. Address City, State Zip \$233,983.00	
Item No.	Item	Unit	Est. Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	MOBILIZATION	LS	1	\$12,000.00	\$12,000.00	\$4,174.00	\$4,174.00	\$2,500.00	\$2,500.00
2	REMOVE LIGHTING UNIT	EACH	32	550.00	17,600.00	360.00	11,520.00	400.00	12,800.00
3	LIGHTING UNIT TYPE SPECIAL 1	EACH	31	6,500.00	201,500.00	5,648.00	175,088.00	6,623.00	205,313.00
4	LIGHTING UNIT TYPE SPECIAL 2	EACH	1	6,750.00	6,750.00	5,630.00	5,630.00	6,808.00	6,808.00
5	TRAFFIC CONTROL	LS	1	12,000.00	12,000.00	10,044.00	10,044.00	5,562.00	5,562.00
6	TURF ESTABLISHMENT	LS	1	4,500.00	4,500.00	1.00	1.00	1,000.00	1,000.00
TOTAL BID PRICE					\$254,350.00	\$206,457.00	\$206,457.00	\$233,983.00	\$233,983.00

TH 3 Street Light Replacement Project Phase II(STRT2026-A92)

The following actions detail the proposed process track for local improvements.

Date ¹	Project Step	Purpose of Step	Council Action	Staff Action
April 7, 2026	Approve Plans and Order Advertisement for Bids	Final approval of plans for bidding	Resolution 2026-041	
April 15, 22, 29 2026	Publish Ad for Bid in Northfield News	A step in the bidding process. The project will also be advertised on the MnDOT e-Advert website.		Send Ad to NNews April 10 th 2026
May 7, 2026	Bid Opening – 2:00 P.M.	Final step in the bidding process. Bids are opened by staff and tabulated. From here staff will make a recommendation to the City Council for award.		
May 19, 2026	Accept Bids and Award Contract	This step follows the uniform municipal contracting law, 471.345, the City’s purchase policy and allows for the project to move forward with beginning the actual construction process.	Resolution 2026-054	
September – October 2026	Construction	The City Engineer recommends to City Council when the final payment should be made to the Contractor. The City Council may accept the work by resolution; however, if the city fails to pay the amount due within 30 days of a monthly estimate, or 90 days after the final estimate, the city must pay interest on the past due amount as prescribed by law.		
Dec 2026	Accept Improvements and Authorize Final Payment		Resolution 2026-XXX	

¹ – Dates in grey text indicate actions that have taken place. Dates in bold text indicate the next planned step. Dates in italics denote tentatively scheduled future actions.



Legislation Text

File #: 26-267, Version: 1

City Council Meeting Date: May 19, 2026

To: Mayor and Members of Council
City Administrator

From: Scott Wopata, Community Development Director
Emery John, Program Associate

Public hearing regarding the Development Program for the Master Development District and for the Tax Increment Financing (TIF) plan for the Harvest Hills TIF District

Action Requested:

The Northfield City Council shall hold a public hearing regarding the modification of the Master Development District and the creation of the Harvest Hills TIF District within that development district in accordance with the procedure outlined in the summary report below.

Recommendation for a motion to close the public hearing at its conclusion.

Summary Report:

Schrom Construction Inc. (Developer) is requesting Tax Increment Financial (TIF) incentives from the City of Northfield to facilitate a new mixed-income townhome rental housing development in the City of Northfield. The development is expected to consist of approximately 71 units, 20% of which will be designated for occupancy by persons at or below 50% of Area Median Income.

The project will occur in two phases on approximately 10.3 acres of undeveloped vacant land identified as Parcel ID #22.12.4.26.022. This is in the southern portion of the City, directly West of the Middle School. The first phase is anticipated to begin in 2026 with grading and infrastructure improvements necessary to construct 38-townhome units. A second phase for the remaining units is planned after completion and occupancy of phase 1.

Affordability

As is required with a housing TIF district per state statute, this development will adhere to strict affordability guidelines for 20% of the units to be affordably rented to households at 50% of the Area Median Income, as defined by the Department of Housing and Urban Development for Rice County. These affordable units are estimated to rent for approximately \$1,700/month; affordable for annual household income of approximately \$60k for a family of five.

80% of the units are market rate and estimated to rent for approximately \$2,400/month; this is affordable for households around 80% of the area median income (AMI) or \$93k annual household income for a family of five.

Past Action

The Planning Commission motioned to affirm this TIF Plan as conforming to the general development goals of the City of Northfield and the Northfield 2045 Comprehensive Plan on April 16, 2026.

The Housing Redevelopment Authority motioned to affirm this TIF Plan as conforming to the general development goals of the City of Northfield and the Northfield 2045 Comprehensive Plan and 2025-2028 Strategic Plan on April 21, 2026.

City Council previously passed an expansion of the Master Development District to encompass all City limits of Northfield in May, 2022. This allows Council greater flexibility to offer TIF Assistance without amending development districts to include non-contiguous parcels.

Public Hearing Procedure:

The following is the procedure of the public hearing per the City Council's adopted Rules of Business. A Public Hearing is used by the City Council to solicit the public's comments on various projects or City operation procedures.

- A. The Chair (Mayor Zweifel) will open the hearing by identifying the subject.
- B. Staff Presentation - staff (Community Development Director Wopata) will give a presentation on the subject.
- C. Applicant's Presentation- if needed.
- D. Public Input - The public will have the opportunity to speak for or against the issue. The public may ask questions, make comments, voice support, agree or disagree with the issue.
 1. The Chair will recognize a speaker at the podium and comments/conversation will be between the Chair and speaker; and between the Chair and Council Members.
 2. At the podium the speaker 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.
 3. Speakers will be allowed to speak a maximum of two (2) minutes per item (not including interpreter's time).
 4. Speakers who have material to be handed out to the City Council Members will pass the material to the City Administrator. The City Administrator will then pass the information to the appropriate people. A minimum of twelve (12) copies are needed.
- E. Questions or Clarifications from City Council - After the public input of the public hearing is completed, the City Council may request questions or clarifications prior to closing the public hearing. This section will be used when there are questions related to the topic on which the public hearing is being held. Questions should be succinct and avoid being rhetorical or leading in nature. Subsequent actions of the City Council provide for opportunities for further questions or clarifications from the City Council.
- F. Any material to be entered into the record shall be noted. Any written communication presented to the City Council during a City Council meeting shall be read into the record or summarized for the record or simply delivered to the City Council, as the City Council may determine. They shall then be recorded in the minutes by title and filed with the minutes in the office of the City Clerk.
- G. Motion to Close Hearing- The Chair will state if there is an extension of time for public input into the hearing. If not, the City Council will make a motion, second, and vote on closing the public hearing.

City Plans & Policies Relevance:

Business Subsidy Policy (9.03)

“The purposes, priorities, goals and objectives in providing a business subsidy to assist private development under this policy include...to create opportunities for affordable and workforce housing and/or a diversification of housing stock available within the City.” (2)

“Because projects vary greatly in structure and public benefit derived, each project will be considered on its own merits. Subject to the clause below regarding governing body discretion, consideration will be given to projects providing public benefits in one or more of the following categories: ... projects that result in the development of affordable senior or workforce housing... [and] projects that result in greater building efficiencies” (3)

Tax Increment Policy (9.01)

The TIF policy requires any project to meet one or more of the following uses:

“To meet the following housing related uses:

- To provide a variety of housing ownership alternatives and housing choices within the city
- To promote affordable housing for low-or-moderate income individuals within the City, generally 80% of the Dakota County median income as adjusted for family size and pursuant to State statute;” (4)
- “To meet other uses of public policy, as adopted by the Council from time to time, including promotion of quality urban design, quality architectural design, energy conservation” (5)

Staff commentary: Beyond the requirements of the Sustainable Building Policy, the applicant is using a form of stormwater filtration that exceeds code and standard procedure by filtering and recycling graywater for landscape irrigation; project also enhancing bike and pedestrian access in the area.

The proposal meets all eleven required TIF Financing Approval Criteria, including:

1. Abiding by applicable state and legal restrictions
2. Meeting one or more eligible uses (see above)
3. Must be in accordance with the City’s adopted Comprehensive Plan and applicable zoning code and other city ordinances
4. Meeting the but-for test - meaning the project would be unable to occur without the use of such a tool as TIF
5. Aligned with market and feasibility studies of the city
6. 1.2:1 debt service coverage ratio
7. Adequate financial guarantees from the developer
8. Demonstrated past success of the developer
9. Developers are retaining ownership long enough to ensure repayment of TIF and stabilize its occupancy
10. TIF funding will be lowest possible level by maximizing private debt/equity financing first, then other funding sources, then TIF
11. TIF note will be formatted in the pay-as-you-go structure, which is the best practice for a comparable development

The proposal meets additional evaluation criteria outlined in the TIF Policy:

1. All tax increment financing proposals should optimize the private development

- potential of a site within site plan review criteria.
2. The developer shall demonstrate that the project is not financially feasible but for the tax increment financing provided.
 3. All tax increment financing proposals should obtain the highest possible private to-public financial investment ratio. The Council establishes a benchmark ratio of a minimum of 4 parts private and other funding to 1 part tax increment funding for industrial and commercial projects. *Housing, redevelopment and mixed-use projects shall be reviewed on an individual basis.*
 4. All City assisted projects will follow the Northfield Business Subsidy Policy (9.03) as required by the State of Minnesota Statutes, Sections 1 16J.993 through 1 16J.995 and as established by Northfield City Council.
 5. Housing Projects will target a portion of increment to create housing for families at or below 80% of the area median income level as determined by HUD and as defined in the Northfield Community Development Block Grant Program.

Sustainable Building Policy (8.06)

Phase 1 of the proposed development was reviewed and given formal approval as meeting the Sustainable Building Policy. Staff and a City consultant approved an alternative pathway to meet the policy. Phase 2 will incorporate more robust building improvements in line with the intent and purpose of the sustainable building policy. This includes a traditional pathway to certification in line with the US Department of Energy Zero Energy Ready homes program.

Comprehensive Plan (Northfield 2045)

Future Land Use Map Figure 4 The planned development is in a mixed-use residential zone (56)

Chapter 3: Access: Strategy 5: Design for safe access, by connecting school district trails to neighborhood streets (76)

Chapter 3: Access: Strategy 6: Design for resiliency and sustainability; Action 2: “Encourage the use of energy-efficient mechanical systems and building products and/or the use of building designs and materials that reduce lifecycle carbon and reliance on non-local energy sources in rehabilitation and new construction to decrease building operation costs and impacts on the environment” (77)

Chapter 4: Sustainable Economic Future Strategy 8: Build more housing (104)

Chapter 4: Sustainable Economic Future Strategy 10: “Create programs to support affordable and sustainable homes and neighborhoods (106)

Strategic Plan (2025-2028 Northfield Strategic Plan)

Strategy #2: Increase Housing Availability, target to add 50 multi-family homes annually through 12/2028.

This proposed development also exceeds the goals of the strategic plan by ensuring the affordability of 20% of the proposed units.

Financial Impacts:

- The cost to establish the TIF district is being paid by the developer
- Specific financial impact (the amount of subsidy) is determined when Council evaluates the TIF Agreement in June.
- TIF Budget: The attached TIF plan provides an estimate of the total incremental tax to be generated from this project
- Type of TIF District: Housing Development District (26-year-Maximum District Life)
- TIF Funding Structure: “Pay-as-you-go.” The developer will incur all upfront costs and be reimbursed over time. This reduces risk to the City related to TIF obligations under this structure.
- TIF Requirements: The funding from TIF are aligned with the eligible affordable unit construction costs related to the project

Tentative Timelines:

- March 17, 2026 - City Council approves Res. 2026-036: Resolution Calling for a Public Hearing Establishing the Harvest hills Tax Increment Financing District (“TIF”).
- April 16, 2026 - PC Public Hearing and approves PC Res. 2026-004: Consideration of the Preliminary Plat for Harvest Hills 2nd Addition.
- April 16, 2026 - PC motions affirming the proposed TIF Plan for Harvest Hills
- April 21, 2026 - HRA motions affirming the proposed TIF Plan for Harvest Hills
- May 5, 2026 - City Council approves Res. 2026-050: Resolution for Harvest hills 2nd Addition Preliminary Plat.
- May 19, 2026 - City Council Public Hearing to establish a TIF District
- May 19, 2026 - City Council to discuss resolution establishing Harvest Hills TIF District
- June TBD - City Council to discuss and approve TIF Agreement
- July TBD - City Council to discuss and approve Final Plat and Development Agreement

Adoption Date: May 19, 2026

City of Northfield Rice County, Minnesota

MODIFICATION TO THE DEVELOPMENT PROGRAM

Master Development District

&

Tax Increment Financing (TIF) Plan

Establishment of Harvest Hills
Tax Increment Financing District
(a housing district)



Prepared by:

Ehlers
3001 Broadway Street, Suite 320
Minneapolis, Minnesota 55413

BUILDING COMMUNITIES. IT'S WHAT WE DO.

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Modification to the Development Program for Master Development District

FOREWORD

The following text represents a Modification to the Development Program for Master Development District, previously established as a municipal development district of the City in accordance with Minnesota Statutes, Sections 469.124 - 469.134. This modification represents a continuation of the goals and objectives set forth in the Development Program for Master Development District. Generally, the substantive changes include the establishment of the Harvest Hills Tax Increment Financing District.

For further information, a review of the Development Program for Master Development District, is recommended. It is available from the Community Development Director at the City of Northfield. Other relevant information is contained in the tax increment financing plans for the tax increment financing districts located within the Master Development District.

Tax Increment Financing Plan for the Harvest Hills Tax Increment Financing District

FOREWORD

The City of Northfield (the "City"), staff and consultants have prepared the following information to expedite the establishment of the Harvest Hills Tax Increment Financing District (the "District"), a housing tax increment financing district, located in the Master Development District.

STATUTORY AUTHORITY

Within the City, there exist areas where public involvement is necessary to cause development or redevelopment to occur. To this end, the City has certain statutory powers pursuant to *Minnesota Statutes ("M.S.")*, Sections 469.124 - 469.133, inclusive, as amended (the "Municipal Development Act"), and *M.S.*, Sections 469.174 to 469.1794, inclusive, as amended (the "TIF Act"), to assist in financing public costs related to this project.

This section contains the Tax Increment Financing Plan (the "TIF Plan") for the District. Other relevant information is contained in the Modification to the Development Program for Master Development District (the "Development Program").

STATEMENT OF OBJECTIVES

The District currently consists of one (1) parcel of land and adjacent roads and internal rights-of-way. The District is being created to help facilitate a new townhome mixed-income multifamily rental housing development in the City consisting of approximately 71 units. The City anticipates entering into an agreement with Schrom Construction, or an affiliate, as the developer. The initial phase of 38-units is anticipated to begin in 2026, with plans for a second phase of development to follow. This TIF Plan is expected to achieve many of the objectives outlined in the Development Program.

The activities contemplated in the Development Program and the TIF Plan do not preclude the undertaking of other qualified development or redevelopment activities. These activities are anticipated to occur over the life of Master Development District and the District.

DEVELOPMENT PROGRAM OVERVIEW

Pursuant to the Development Program and authorizing state statutes, the City is authorized to undertake the following activities in the District:

1. Property to be Acquired - Selected property located within the District may be acquired by the City and is further described in this TIF Plan.
2. Relocation - Relocation services, to the extent required by law, are available pursuant to *M.S., Chapter 117* and other relevant state and federal laws.
3. Upon approval of a developer’s plan relating to the project and completion of the necessary legal requirements, the City may sell to a developer selected properties that it may acquire within the District or may lease land or facilities to a developer.
4. The City may perform or provide for some or all necessary acquisition, construction, relocation, demolition, and required utilities and public street work within the District as described in this TIF Plan.

DESCRIPTION OF PROPERTY IN THE DISTRICT AND PROPERTY TO BE ACQUIRED

The District encompasses all property and adjacent roads rights-of-way and abutting roadways identified by the parcels listed below:

Parcel number	Address	Owner
22.12.4.26.022	NA	Crg Properties

Please also see the map in Appendix B for further information on the location of the District.

The City does not currently intend to acquire any property within the District but reserves the right to acquire and convey (for full value or a discount) such property, or appropriate interests therein including interior and adjacent street rights of way, within the Master Development District as the City may deem to be necessary or desirable to assist in the implementation of the Development Program and TIF Plan. The City may acquire property by gift, dedication, condemnation or direct purchase from willing sellers in order to achieve the objectives of this TIF Plan.

Such acquisitions will be undertaken only when there is assurance of funding to finance the acquisition and related costs.

Any properties identified for acquisition will be acquired by the City only in order to accomplish one or more of the following: storm sewer improvements; provide land for needed public streets, utilities and facilities; and/or carry out land acquisition, site improvements, clearance and/or development to accomplish the uses and objectives set forth in this TIF Plan. The Developer has site control of and intends to acquire the property in the District in connection with the construction of the Development.

DISTRICT CLASSIFICATION

The City, in determining the need to create a tax increment financing district in accordance with the TIF Act finds that the District, to be established, is a housing district pursuant to *M.S., Section 469.174, Subd. 11 and M.S., Section 469.1761*.

- The District consists of one (1) parcel
- The development will consist of approximately 71-units of multi-family rental housing
- At least 20% of the units will be occupied by persons with incomes less than 50% of area median income
- No more than 20% of the square footage of the building that is receiving assistance from tax increment consists of commercial, retail or other non-residential uses.

Pursuant to *M.S., Section 469.176, Subd. 7*, the District does not contain any parcel or part of a parcel that qualified under the provisions of *M.S., Sections 273.111, 273.112, or 273.114 or Chapter 473H* for taxes payable in any of the five calendar years before the filing of the request for certification of the District.

DURATION & FIRST YEAR OF DISTRICT'S TAX INCREMENT

Pursuant to *M.S., Section 469.175, Subd. 1, and Section 469.176, Subd. 1*, the duration and first year of tax increment of the District must be indicated within the TIF Plan. Pursuant to *M.S., Section 469.176, Subd. 1b.*, the maximum duration of the District will be 25 years after receipt of the first increment by the City (a total of 26 years of tax increment). The City elects to receive the first tax increment in 2028, which is no later than four years following the year of approval of the District.

Thus, it is estimated that the District, including any modifications of the TIF Plan for subsequent phases or other changes, would terminate after 2053, or when the TIF Plan is satisfied. The City reserves the right to decertify the District prior to the legally required date.

ORIGINAL TAX CAPACITY, TAX RATE & ESTIMATED CAPTURED NET TAX CAPACITY VALUE/INCREMENT & NOTIFICATION OF PRIOR PLANNED IMPROVEMENTS

Pursuant to *M.S., Section 469.174, Subd. 7 and M.S., Section 469.177, Subd. 1*, the Original Net Tax Capacity (ONTC) as certified for the District will be based on the market values placed on the property by the assessor in 2025 for taxes payable 2026.

Pursuant to *M.S., Section 469.177, Subds. 1 and 2*, the County Auditor shall certify in each year (beginning in the payment year 2028) the amount by which the original value has increased or decreased as a result of:

1. Change in tax exempt status of property;
2. Reduction or enlargement of the geographic boundaries of the District;
3. Change due to adjustments, negotiated or court-ordered abatements;
4. Change in the use of the property and classification;
5. Change in state law governing class rates; or
6. Change in previously issued building permits.

In any year in which the current Net Tax Capacity (NTC) value of the District declines below the ONTC, no value will be captured and no tax increment will be payable to the City.

The original local tax rate for the District will be the local tax rate for taxes payable 2026, assuming the request for certification is made before June 30, 2026. The ONTC and the Original Local Tax Rate for the District appear in the table below.

Pursuant to *M.S., Section 469.174 Subd. 4 and M.S., Section 469.177, Subd. 1, 2, and 4*, the estimated Captured Net Tax Capacity (CTC) of the District, within the Master Development District, upon completion of the project within the District, will annually approximate tax increment revenues as shown in the table below. The City requests 100% of the available increase in tax capacity be used for repayment of the obligations of the City and current expenditures, beginning in the tax year payable 2028. The Project Tax Capacity (PTC) listed is an estimate of values when the project within the District is completed.

Project Tax Capacity (PTC)		
Estimated Development Tax Capacity upon completion	317,106	
Less: Original Net Tax Capacity (ONTC)	<u>3,085</u>	
Estimate of Captured Tax Capacity (CTC)	314,021	
x Original Local Tax Rate	<u>146.2270%</u>	Pay 2026
Estimated Annual Tax Increment	\$459,183	
Percent Retained by the City	100%	

Note: Project Tax Capacity includes a 1% inflation factor for the duration of the District. The tax capacity included in this chart is the estimated tax capacity of the District in year 26. The tax capacity of the District upon the initial completion of both phases of the development is estimated to be \$266,250.

Pursuant to *M.S., Section 469.177, Subd. 4*, the City shall, after a due and diligent search, accompany its request for certification to the County Auditor or its notice of the District enlargement pursuant to *M.S., Section 469.175, Subd. 4*, with a listing of all properties within the District or area of enlargement for which building permits have been issued during the eighteen (18) months immediately preceding approval of the TIF Plan by the municipality pursuant to *M.S., Section 469.175, Subd. 3*. The County Auditor shall increase the original net tax capacity of the District by the net tax capacity of improvements for which a building permit was issued.

The City has reviewed the area to be included in the District and found no parcels for which building permits have been issued during the 18 months immediately preceding approval of the TIF Plan by the City.

SOURCES OF REVENUE/BONDS TO BE ISSUED

The total estimated tax increment revenues for the District are shown in the table below:

SOURCES	
Tax Increment	\$ 10,007,426
Interest	<u>500,371</u>
TOTAL	\$ 10,507,797

The costs outlined in the Uses of Funds will be financed primarily through the annual collection of tax increments. The City reserves the right to issue bonds (as defined in the TIF Act) or incur other indebtedness as a result of the TIF Plan. As presently proposed, the projects within the District will be financed by one or more pay-as-you-go TIF notes and/or interfund loans.

Any refunding amounts will be deemed a budgeted cost without a formal modification to this TIF Plan. This provision does not obligate the City to incur debt. The City will issue bonds or incur other debt only upon the determination that such action is in the best interest of the City.

The City may issue bonds secured in whole or in part with tax increments from the District in a maximum principal amount of \$10,507,797. Such bonds may be in the form of pay-as-you-go notes, revenue bonds or notes, general obligation bonds, or interfund loans. This estimate of total bonded indebtedness is a cumulative statement of authority under this TIF Plan as of the date of approval.

USES OF FUNDS

Currently under consideration for the District is a proposal to help finance site improvement and construction costs necessary to develop approximately 71- units of new mixed-income multifamily rental housing. The City has determined that it will be necessary to provide assistance to the project for certain District costs, as described herein.

The City has studied the feasibility of the development or redevelopment of property in and around the District. To facilitate the establishment and development of the District, this TIF Plan authorizes the use of tax increment financing to pay for the cost of certain eligible expenses. The estimate of public costs and uses of funds associated with the District is outlined in the following table.

USES	
Affordable Housing	5,427,426
Administrative Costs (up to 10%)	500,371
PROJECT COSTS TOTAL	\$ 5,927,797
Interest	4,580,000
PROJECT AND INTEREST COSTS TOTAL	\$ 10,507,797

The total District project cost, including financing costs (interest) listed in the table above does not exceed the total projected tax increments for the District as shown in the Sources of Revenue section.

Estimated costs associated with the District are subject to change among categories without a modification to the TIF Plan. The cost of all activities to be considered for tax increment financing will not exceed, without formal modification, the budget above pursuant to the applicable statutory requirements. The City may expend funds for qualified housing activities outside of the District boundaries.

ESTIMATED IMPACT ON OTHER TAXING JURISDICTIONS

The estimated impact on other taxing jurisdictions assumes that the redevelopment contemplated by the TIF Plan would occur without the creation of the District. However, the City has determined that such development or redevelopment would not occur "but for" tax increment financing and that, therefore, the fiscal impact on other taxing jurisdictions is \$0. The estimated fiscal impact of the District would be as follows if the "but for" test was not met:

Estimated Impact on Tax Base			
Entity	2025/Pay 2026 Total NTC	CTC upon completion	Percent of CTC to Entity Total
Rice County	110,995,109	314,021	0.2829%
City of Northfield	25,504,181	314,021	1.2313%
I.S.D. No. 659 (Northfield Schools)	40,480,054	314,021	0.7757%

Estimated Impact on Taxes				
Entity	Pay 2026 Extension Rate	Percent of Total	CTC	Potential Taxes
Rice County	38.2550%	26.16%	314,021	\$120,129
City of Northfield	73.3340%	50.15%	314,021	230,284
I.S.D. No. 659 (Northfield Schools)	31.2930%	21.40%	314,021	98,266
Other	3.3450%	2.29%	314,021	10,504
	146.2270%	100.00%		\$459,183

The estimates listed above display the captured tax capacity when all construction and the District is completed. The tax rate used for calculations is the Pay 2026 rate. The total net capacity for the entities listed above are based on Pay 2026 figures. The District will be certified under the Pay 2026 rates.

Pursuant to *M.S., Section 469.175 Subd. 2(b)*:

- (1) Estimate of total tax increment. It is estimated that the total amount of tax increment that will be generated over the life of the District is \$10,007,426;

- (2) Probable impact of the District on city provided services and ability to issue debt. An impact of the District on police protection is expected. The property is currently undeveloped land and would be expected to generate few, minor public safety concerns such as trespassing or nuisance activity. With any addition of new residents or businesses, police calls for service will be increased. New developments can improve conditions through increased lighting, regular occupancy and natural surveillance, but also add an increase in traffic and additional overall demands to the public service call load. Based on comparable developments, the City estimates approximately 75-120 additional calls for service annually for various medical, disturbances, welfare checks and general complaints. The City does not expect that the proposed development, in and of itself, will necessitate new capital investment in vehicles or facilities. IT expects modest increases in personnel time and other operating expenses related to fuel, vehicle wear, and equipment usage. These impacts are expected to be manageable within the current operating budget.

The probable impact of the District on fire protection is not expected to be significant. Typically new buildings generate few calls, if any, and are of superior construction with sprinkler systems and updated fire protection measures. The City estimates approximately 4-5 calls per year, no different from other residential subdivisions within the City. The City does not expect that the proposed development, in and of itself, will necessitate new capital investment in vehicles or facilities, and the development is expected to meet or exceed code requirements for hydrants, water main sizing and roadways.

The impact of the District on public infrastructure is expected to be minimal. The development is not expected to significantly impact any external traffic movements in the area. The current infrastructure for sanitary sewer, storm sewer and water will be able to handle the additional volume generated from the proposed development. Based on the development plans, there are an estimated \$172,000 in new costs associated with street maintenance, sweeping, plowing, lighting and sidewalks. The development in the District is expected to contribute an estimated \$255,232 in sanitary sewer (SAC) and water (WAC) connection fees.

The probable impact of the issuance of any general obligation tax increment bonds payable from tax increment revenues from the District on the City's ability to issue debt for general fund purposes is expected to be minimal. It is not anticipated that there will be any general obligation debt issued in relation to this project, therefore there will be no impact on the City's ability to issue future debt or on the City's debt limit.

- (3) Estimated amount of tax increment attributable to school district levies. It is estimated that the amount of tax increments over the life of the District that would be attributable to school district levies, assuming the school district's share of the total local tax rate for all taxing jurisdictions remained the same, is \$2,141,618;
- (4) Estimated amount of tax increment attributable to county levies. It is estimated that the amount of tax increments over the life of the District that would be attributable to county levies, assuming the county's share of the total local tax rate for all taxing jurisdictions remained the same, is \$2,618,081;
- (5) Additional information requested by the county or school district. The City is not aware of any standard questions in a county or school district written policy regarding tax increment districts and impact on county or school district services. The county or school district must request additional information pursuant to *M.S., Section 469.175 Subd. 2(b)* within 15 days after receipt of the tax increment financing plan.

No requests for additional information from the county or school district regarding the proposed development for the District have been received.

COUNTY ROAD COSTS

Pursuant to *M.S., Section 469.175, Subd. 1a*, the County Board may require the City to pay for all or part of the cost of county road improvements out of increment revenues if the proposed development to be assisted by tax increment will, in the judgment of the County, substantially increase the use of county roads requiring construction of road improvements or other road costs and if the road improvements are not scheduled within the next five years under a capital improvement plan or another county plan.

If the County elects to use increments to improve county roads, it must notify the City within 45 days of receipt of this TIF Plan. In the opinion of the City and consultants, the proposed development outlined in this TIF Plan will have little or no impact upon county roads, therefore the TIF Plan was not forwarded to the county 45 days prior to the public hearing. The City is aware that the County could claim that tax increment should be used for county roads, even after the public hearing.

ADMINISTRATIVE EXPENSES

In accordance with *M.S., Section 469.174, Subd. 14*, administrative expenses means all documented tax increment expenditures of the City, including but not limited to:

- (1) amounts paid for services provided by bond counsel, fiscal consultants, and economic development consultants;
- (2) allocated expenses and staff time of the authority or municipality for administering a project, including but not limited to preparing the tax increment financing plan, negotiating and preparing agreements, accounting for segregated funds of the district, preparing and submitting required reporting for the district, and reviewing and monitoring compliance with the TIF Act;
- (3) amounts paid to publish annual disclosures and provide notices under section *M.S. Section 469.175*;
- (4) amounts to provide for the usual and customary maintenance and operation of properties purchased with tax increments, including necessary reserves for repairs and the cost of any insurance;
- (5) amounts allocated or paid to prepare a development action response plan for a soils condition district or hazardous substance subdistrict; and
- (6) amounts used to pay bonds, interfund loans, or other financial obligations to the extent those obligations were used to finance costs described in clauses (1) to (5).

Administrative expenses and administrative costs do not include:

- (1) amounts paid for the purchase of land or buildings;

- (2) amounts paid to contractors or others providing materials and services directly connected with the physical development of the real property in the project, including architectural and engineering services and materials and services for demolition, soil correction, and the construction or installation of public improvements;
- (3) relocation benefits paid to or services provided for persons residing or businesses located in the project;
- (4) amounts paid for property taxes or payments in lieu of taxes; and
- (5) amounts used to pay principal or interest on, fund a reserve for, or sell at a discount bonds issued pursuant to *M.S. Section 469.178* or other financial obligations to the extent those obligations were used to finance costs described in clauses (1) to (4).

This definition does not apply to County administrative expenses or administrative costs referenced under *M.S. Section 469.176, Subd. 4h*:

Tax increments may be used to pay for the County's actual administrative expenses. The County may require payment of those expenses by February 15 of the year after the year in which the expenses are incurred. The amount of these payments is not required to be set forth in the tax increment financing plan for the project. To obtain payment for actual administrative costs, the County Auditor must submit to the authority a record of costs incurred by the county auditor related to administration of the authority's tax increment financing districts.

The County Treasurer shall deduct an amount (currently 0.36 percent) of any increment distributed to the City, and the County Treasurer shall pay the amount deducted to the State Treasurer for deposit in the State General Fund to be appropriated to the State Auditor for the cost of financial reporting of tax increment financing information and the cost of examining and auditing authorities' use of tax increment financing. This amount may be adjusted annually by the Commissioner of Revenue.

ANNUAL DISCLOSURE REQUIREMENTS

The City must undertake financial reporting for all tax increment financing districts to the Office of the State Auditor (OSA), County Board and County Auditor on or before August 1 of each year. An annual statement shall be published in a newspaper of general circulation in the City on or before August 15.

If the City fails to make a disclosure or submit a report, the OSA will direct the County Auditor to withhold the distribution of tax increment from the TIF District.

SUPPORTING DOCUMENTATION

Pursuant to *M.S., Section 469.175, Subd. 1 (a), clause 7* this TIF Plan must contain identification and description of studies and analyses used to make the determination set forth in *M.S., Section 469.175, Subd. 3, clause (b)(2)* and the findings are required in the resolution approving the District.

In making said determination, reliance has been placed upon (1) written representation made by the Developer to such effects, (2) review of the Developer's proforma; and (3) City staff awareness of the feasibility of developing the project site within the District, which is further outlined in the City Council resolution approving the establishment of the District and Appendix D.

DISTRICT ADMINISTRATION

Administration of the District will be handled by the Community Development Director.

Appendix A: Project Description and Legal Description

Parcel ID – 2212426022

Outlot A, HARVEST HILLS, Rice County, Minnesota.

Schrom Construction, Inc. has applied for a preliminary plat to develop a 71-unit market rate rental townhome development on a 10.30-acre parcel situated on the south side of Northfield and west of the Northfield Middle School. The development will initiate grading and installation of site improvements and public infrastructure to begin construction of the housing in 2026.

The preliminary plat is planned to include the following mix of residential units:

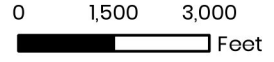
- Twenty-one (21) Duplex homes - (42 units),
- Five (5) Tri-plex homes (15 units),
- Two (2) Four-plex homes (8 units),
- One (1) Six-plex building (6 units),
- Total Project unit creation is 71


At least 20% of the units in the Development will be reserved for rental to persons whose annual income does not exceed 50% of applicable area median income.

Appendix B: Map of Master Development District and the TIF District

Harvest Hills TIF District

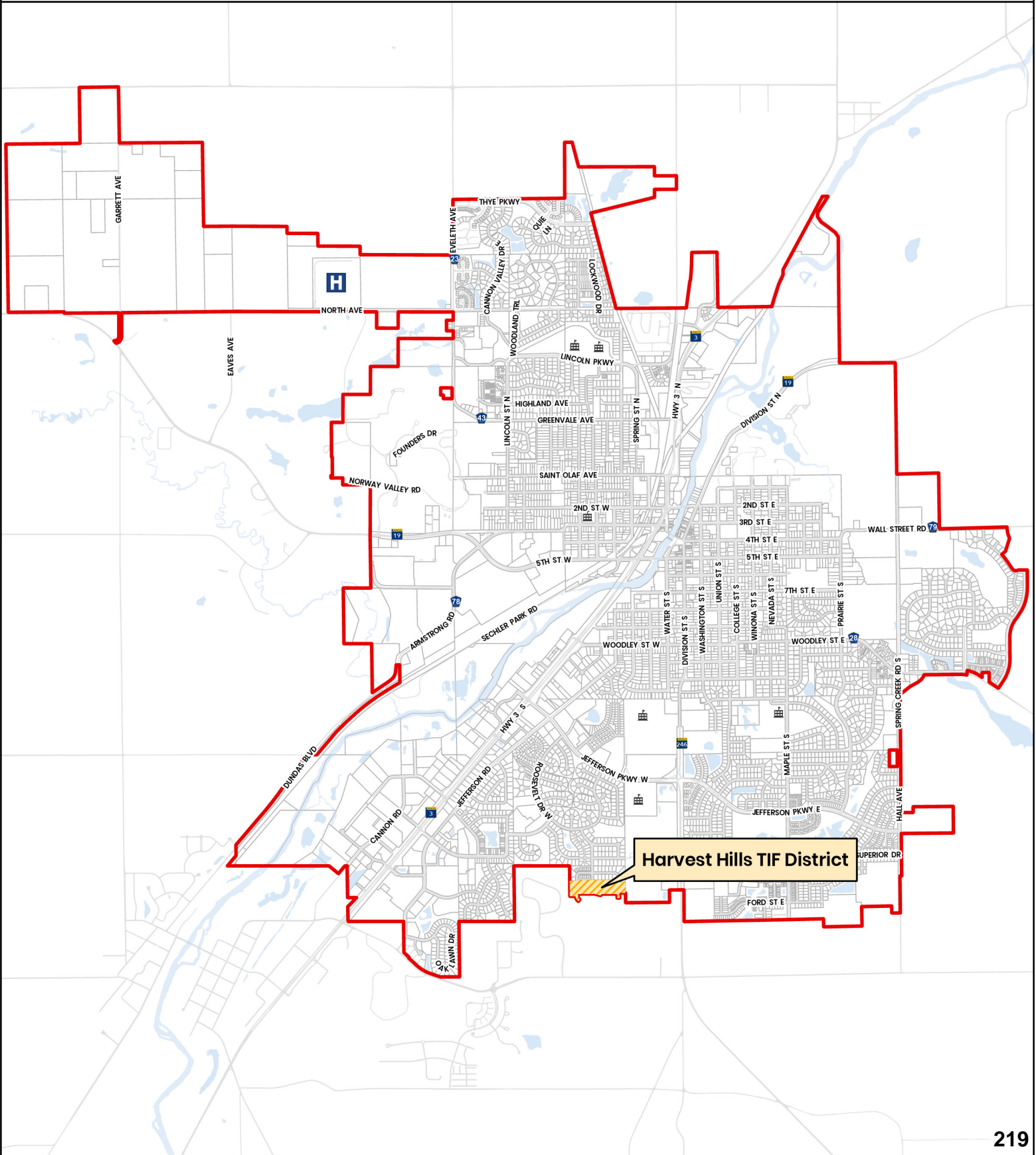
4/7/2026



 PID 22.12.4.26.022

 Master Development Area

The boundaries of the Master Development Area are coterminous with the corporate boundaries of the City of Northfield.



Appendix C: Estimated Cash Flow for the District

Harvest Hills Housing (1.00% Assumed Tax Value Appreciation)

City of Northfield, MN

Approximately 71-unit Mixed-Income Rental Townhome Development



ASSUMPTIONS AND RATES

DistrictType:	Housing
District Name/Number:	TBD
County District #:	TBD
First Year Construction or Inflation on Value	2026
Existing District - Specify No. Years Remaining	
Inflation Rate - Every Year:	1.00%
Interest Rate:	5.85%
Present Value Date:	1-Aug-27
First Period Ending	1-Feb-28
Tax Year District was Certified:	Pay 2026
Cashflow Assumes First Tax Increment For Development:	2028
Years of Tax Increment	26
Assumes Last Year of Tax Increment	2053
Fiscal Disparities Election [Outside (A), Inside (B), or NA]	NA
Incremental or Total Fiscal Disparities	
Fiscal Disparities Contribution Ratio	
Fiscal Disparities Metro-Wide Tax Rate	
Maximum/Frozen Local Tax Rate:	146.227% Pay 2026
Current Local Tax Rate: (Use lesser of Current or Max.)	146.227% Pay 2026
State-wide Tax Rate (Comm./Ind. only used for total taxes)	28.3130% Pay 2026
Market Value Tax Rate (Used for total taxes)	0.30535% Pay 2026

Tax Rates		
Exempt Class Rate (Exempt)		0.00%
Commercial Industrial Preferred Class Rate (C/I Pref.)		
First \$150,000		1.50%
Over \$150,000		2.00%
Commercial Industrial Class Rate (C/I)		2.00%
Rental Housing Class Rate (Rental)		1.25%
Affordable Rental Housing Class Rate (Aff. Rental)		
First \$100,000		0.25%
Over \$100,000		0.25%
Non-Homestead Residential (Non-H Res. 1 Unit)		
First \$500,000		1.00%
Over \$500,000		1.25%
Homestead Residential Class Rate (Hmstd. Res.)		
First \$500,000		1.00%
Over \$500,000		1.25%
Agricultural Non-Homestead		1.00%

BASE VALUE INFORMATION (Original Tax Capacity)

Map ID	PID	Owner	Address	Land Market Value	Building Market Value	Total Market Value	Percentage Of Value Used for District	Original Market Value	Tax Year Original Market Value	Property Tax Class	Current Original Tax Capacity	Class After Conversion	After Conversion Orig. Tax Cap.	Area/ Phase
1	22.12.4.26.022	Crg Properties	NA	246,800	0	246,800	100%	246,800	Pay 2026	Rental	3,085	Rental	3,085	1
				246,800	0	246,800		246,800			3,085		3,085	

Note:

1. Base values are for pay 2026 based on review of County website on 3.26.2026.
2. Located in SD #659.

Harvest Hills Housing (1.00% Assumed Tax Value Appreciation)

City of Northfield, MN
Approximately 71-unit Mixed-Income Rental Townhome Development



PROJECT INFORMATION (Project Tax Capacity)													
Area/Phase	New Use	Estimated Market Value Per Sq. Ft./Unit	Taxable Market Value Per Sq. Ft./Unit	Total Sq. Ft./Units	Total Taxable Market Value	Property Tax Class	Project Tax Capacity	Project Tax Capacity/Unit	Percentage Completed 2026	Percentage Completed 2027	Percentage Completed 2028	Percentage Completed 2029	First Year Full Taxes Payable
1	Townhouses	284,000	284,000	30	8,520,000	Rental	106,500	3,550	50%	100%	100%	100%	2029
1	Townhouses	284,000	284,000	8	2,272,000	Rental	28,400	3,550	50%	100%	100%	100%	2029
2	Townhouses	284,000	284,000	26	7,384,000	Rental	92,300	3,550	0%	0%	50%	100%	2031
2	Townhouses	284,000	284,000	7	1,988,000	Rental	24,850	3,550	0%	0%	50%	100%	2031
TOTAL				71	20,164,000		252,050						

Note:

1. Market values are based upon preliminary estimates provided by the County Assessor's office.

TAX CALCULATIONS									
New Use	Total Tax Capacity	Fiscal Disparities Tax Capacity	Local Tax Capacity	Local Property Taxes	Fiscal Disparities Taxes	State-wide Property Taxes	Market Value Taxes	Total Taxes	Taxes Per Sq. Ft./Unit
Townhouses	106,500	0	106,500	155,732	0	0	26,016	181,748	6,058.25
Townhouses	28,400	0	28,400	41,528	0	0	6,938	48,466	6,058.25
Townhouses	92,300	0	92,300	134,968	0	0	22,547	157,515	6,058.25
Townhouses	24,850	0	24,850	36,337	0	0	6,070	42,408	6,058.25
TOTAL	252,050	0	252,050	368,565	0	0	61,571	430,136	

Note:

1. Taxes and tax increment will vary significantly from year to year depending upon values, rates, state law, fiscal disparities and other factors which cannot be predicted.

WHAT IS EXCLUDED FROM TIF?	
Total Property Taxes	430,136
less State-wide Taxes	0
less Fiscal Disp. Adj.	0
less Market Value Taxes	(61,571)
less Base Value Taxes	(4,511)
Annual Gross TIF	364,054



Harvest Hills Housing (1.00% Assumed Tax Value Appreciation)

City of Northfield, MN

Approximately 71-unit Mixed-Income Rental Townhome Development

ESTIMATED TAX INCREMENT CASH FLOW														
% of OTC	Project Tax Capacity	Original Tax Capacity	Fiscal Disparities Incremental	Captured Tax Capacity	Local Tax Rate	Annual Gross Tax Increment	Semi-Annual Gross Tax Increment	Less: State Auditor 0.36%	Less: City Retention 5.0%	Semi-Annual Net Tax Increment	Semi-Annual Present Value	PERIOD ENDING Yrs.	Tax Year	Payment Date
100%	67,450	(3,085)	-	64,365	146.227%	94,119	47,060	(169)	(2,345)	44,546	42,050	0.5	2028	02/01/28
100%	134,900	(3,085)	-	131,815	146.227%	192,749	47,060	(169)	(2,345)	44,546	82,904	1	2028	02/01/29
100%	194,824	(3,085)	-	191,739	146.227%	280,374	96,375	(347)	(4,801)	91,226	164,194	1.5	2029	08/01/29
100%	254,761	(3,085)	-	251,676	146.227%	368,019	96,375	(347)	(4,801)	91,226	243,174	2	2029	02/01/30
100%	257,309	(3,085)	-	254,224	146.227%	371,744	140,187	(505)	(6,984)	132,698	354,793	2.5	2030	08/01/30
100%	259,882	(3,085)	-	256,797	146.227%	375,507	140,187	(505)	(6,984)	132,698	463,241	3	2030	02/01/31
100%	262,481	(3,085)	-	259,396	146.227%	379,307	184,009	(662)	(9,167)	174,180	601,544	3.5	2031	08/01/31
100%	265,106	(3,085)	-	262,021	146.227%	383,145	184,009	(662)	(9,167)	174,180	735,916	4	2031	02/01/32
100%	267,757	(3,085)	-	264,672	146.227%	387,022	185,872	(669)	(9,260)	175,943	867,791	4.5	2032	08/01/32
100%	270,434	(3,085)	-	267,349	146.227%	390,937	185,872	(669)	(9,260)	175,943	995,918	5	2032	02/01/33
100%	273,139	(3,085)	-	270,054	146.227%	394,892	187,753	(676)	(9,354)	177,724	1,121,664	5.5	2033	08/01/33
100%	275,870	(3,085)	-	272,785	146.227%	398,886	187,753	(676)	(9,354)	177,724	1,243,837	6	2033	02/01/34
100%	278,629	(3,085)	-	275,544	146.227%	402,920	189,654	(683)	(9,449)	179,522	1,363,739	6.5	2034	08/01/34
100%	281,415	(3,085)	-	278,330	146.227%	406,994	189,654	(683)	(9,449)	179,522	1,480,233	7	2034	02/01/35
100%	284,229	(3,085)	-	281,144	146.227%	411,109	191,573	(690)	(9,544)	181,339	1,594,562	7.5	2035	08/01/35
100%	287,072	(3,085)	-	283,987	146.227%	415,265	191,573	(690)	(9,544)	181,339	1,705,642	8	2035	02/01/36
100%	289,942	(3,085)	-	286,857	146.227%	419,463	193,511	(697)	(9,641)	183,174	1,814,658	8.5	2036	08/01/36
100%	292,842	(3,085)	-	289,757	146.227%	423,703	193,511	(697)	(9,641)	183,174	1,920,575	9	2036	02/01/37
100%	295,770	(3,085)	-	292,685	146.227%	427,985	195,469	(704)	(9,738)	185,027	2,024,523	9.5	2037	08/01/37
100%	298,728	(3,085)	-	295,643	146.227%	432,310	195,469	(704)	(9,738)	185,027	2,125,517	10	2037	02/01/38
100%	301,715	(3,085)	-	298,630	146.227%	436,678	197,446	(711)	(9,837)	186,898	2,224,633	10.5	2038	08/01/38
100%	304,732	(3,085)	-	301,647	146.227%	441,090	197,446	(711)	(9,837)	186,898	2,320,933	11	2038	02/01/39
100%	307,780	(3,085)	-	304,695	146.227%	445,546	199,443	(718)	(9,936)	188,789	2,415,442	11.5	2039	08/01/39
100%	310,857	(3,085)	-	307,772	146.227%	450,046	199,443	(718)	(9,936)	188,789	2,507,266	12	2039	02/01/40
100%	313,966	(3,085)	-	310,881	146.227%	454,592	201,460	(725)	(10,037)	190,698	2,597,382	12.5	2040	08/01/40
100%	317,106	(3,085)	-	314,021	146.227%	459,183	201,460	(725)	(10,037)	190,698	2,684,937	13	2040	02/01/41
							203,497	(733)	(10,138)	192,626	2,770,864	13.5	2041	08/01/41
							203,497	(733)	(10,138)	192,626	2,854,350	14	2041	02/01/42
							205,554	(740)	(10,241)	194,574	2,936,283	14.5	2042	08/01/42
							205,554	(740)	(10,241)	194,574	3,015,887	15	2042	02/01/43
							207,633	(747)	(10,344)	196,541	3,094,011	15.5	2043	08/01/43
							207,633	(747)	(10,344)	196,541	3,169,915	16	2043	02/01/44
							209,731	(755)	(10,449)	198,528	3,244,407	16.5	2044	08/01/44
							209,731	(755)	(10,449)	198,528	3,316,782	17	2044	02/01/45
							211,851	(763)	(10,554)	200,534	3,387,812	17.5	2045	08/01/45
							211,851	(763)	(10,554)	200,534	3,456,822	18	2045	02/01/46
							213,992	(770)	(10,661)	202,561	3,524,549	18.5	2046	08/01/46
							213,992	(770)	(10,661)	202,561	3,590,352	19	2046	02/01/47
							216,155	(778)	(10,769)	204,608	3,654,930	19.5	2047	08/01/47
							216,155	(778)	(10,769)	204,608	3,717,673	20	2047	02/01/48
							218,339	(786)	(10,878)	206,675	3,779,249	20.5	2048	08/01/48
							218,339	(786)	(10,878)	206,675	3,839,075	21	2048	02/01/49
							220,545	(794)	(10,988)	208,763	3,897,789	21.5	2049	08/01/49
							220,545	(794)	(10,988)	208,763	3,954,833	22	2049	02/01/50
							222,773	(802)	(11,099)	210,872	4,010,817	22.5	2050	08/01/50
							222,773	(802)	(11,099)	210,872	4,065,209	23	2050	02/01/51
							225,023	(810)	(11,211)	213,002	4,118,590	23.5	2051	08/01/51
							225,023	(810)	(11,211)	213,002	4,170,453	24	2051	02/01/52
							227,296	(818)	(11,324)	215,154	4,221,352	24.5	2052	08/01/52
							227,296	(818)	(11,324)	215,154	4,270,804	25	2052	02/01/53
							229,592	(827)	(11,438)	217,327	4,319,336	25.5	2053	08/01/53
							229,592	(827)	(11,438)	217,327	4,366,488	26	2053	02/01/54
Total							10,043,583	(36,157)	(500,371)	9,507,055				
	Present Value From: 08/01/2027			Present Value Rate:	5.85%		4,612,910	(16,606)	(229,815)	4,366,488				

Appendix D: Findings Including But/For Qualifications

The reasons and facts supporting the findings for the adoption of the Tax Increment Financing Plan for Harvest Hills Tax Increment Financing District, as required pursuant to *Minnesota Statutes, (M.S.) Section 469.175, Subdivision 3* are as follows:

1. *Finding that Harvest Hills Tax Increment Financing District is a housing district as defined in M.S., Section 469.174, Subd. 11.*

Harvest Hills Tax Increment Financing District consists of a project or portions of a project intended for occupancy, in part, by persons or families of low and moderate income as defined in Chapter 462A, Title II of the National Housing Act of 1934, the National Housing Act of 1959, the United States Housing Act of 1937, as amended, Title V of the Housing Act of 1949, as amended, and other similar present or future federal, state, or municipal legislation, or the regulation promulgated under any of those acts. The Developer has represented that at least 20% of the units in the Development will be reserved for rental to persons whose annual income does not exceed 50% of applicable area median income and that no more than 20% of the square footage of buildings that receive assistance from tax increments will consist of commercial, retail or other nonresidential uses.

2. *Finding that the proposed development, in the opinion of the City Council, would not reasonably be expected to occur solely through private investment within the reasonably foreseeable future.*

The proposed Development will result in the construction of low and moderate income housing units which would not otherwise be constructed in the reasonably foreseeable future. The rents for affordable housing projects do not provide a sufficient return on investment to stimulate new development. The Developer has represented that it could not proceed with the Development without tax increment assistance. The Developer has provided the City with its estimated Development proforma outlining project sources and uses as well as projected rent, vacancy, and financing assumptions. City staff and the City's advisors reviewed the information and have determined the Development is not feasible without the proposed assistance due to anticipated rent levels and market returns not supporting the Development costs. Based on the review, the City does not expect that a development of this type would occur in the reasonably foreseeable future but for the use of tax increment assistance.

3. *Finding that the TIF Plan for Harvest Hills Tax Increment Financing District conforms to the general plan for the development or redevelopment of the municipality as a whole.*

The City consulted with its Planning Commission who reviewed the TIF Plan on April 16, 2026 and found that the TIF Plan conforms to the general development plan of the City. The City Council finds that the proposed project complies with the intended use of the property within the City's Comprehensive Plan and therefore the TIF Plan conforms to the general development plan of the City.

4. *Finding that the TIF Plan for Harvest Hills Tax Increment Financing District will afford maximum opportunity, consistent with the sound needs of the City as a whole, for the development or redevelopment of Master Development District by private enterprise.*

Through the implementation of the TIF Plan, the Development proposed to occur within the TIF District is the construction by private enterprise of low and moderate income multi-family housing. The Development will also increase the taxable market valuation of the City. The available multi-family housing in the City will increase by approximately 71 rental units with the completion of the Development and this will help fulfill the need for such housing in the City.



Harvest Hills

Housing TIF Request

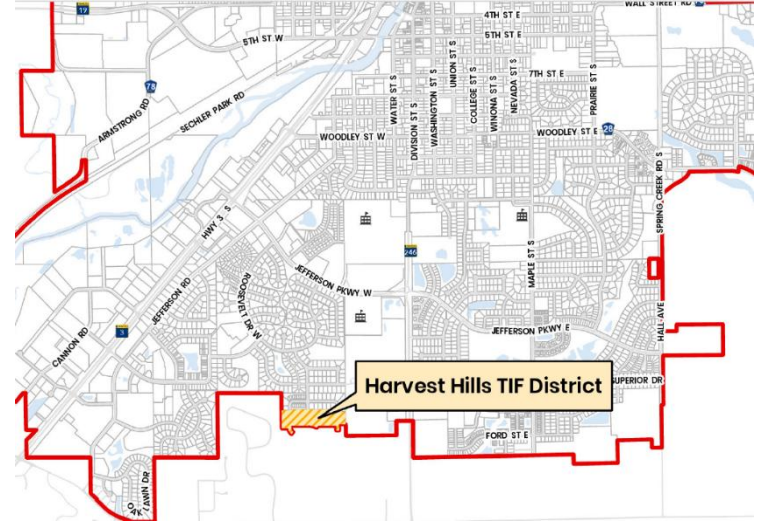
City Council
May 19, 2026

Public Hearing



- **Background: Proposed TIF District for Housing Development**
 - What is Tax Increment Financing (TIF)?
 - Proposed TIF Plan
 - Considerations
- **Public Hearing**
- **Requested Council Action**

Harvrest Hills Project Overview



Timeline



- April 16 – PC recommended approval of preliminary plat
- April 16 – PC motioned that TIF Plan is in accordance with goals and land development code of the City
- April 21 – HRA approved proposed TIF plan is in accordance with housing goals of the City
- May 5 – City Council approved preliminary plat
- May 19 – City Council holds public hearing on TIF Plan

Concerns from the Public



- Access and traffic
- Pedestrian Safety
- Stormwater
- Timeline

Northfield Specific Policy Relevance



- TIF Policy (9.03)
- Business Subsidy Policy (9.01)
- Sustainable Building Policy (8.06)

TIF Plan vs TIF Agreement

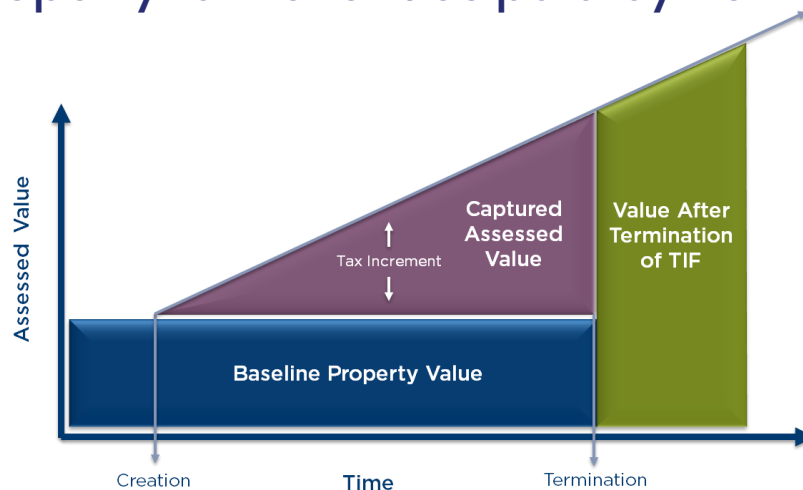


- **TIF Plan (today):** evaluating the maximum tax capacity of the district with this project
- **TIF Agreement (June):** evaluating the amount of subsidy that is appropriate for this project

What is TIF?



- Ability to fund qualified projects costs through capture of most of the increased local property tax revenues paid by new development or redevelopment



Taxes levied on existing property tax capacity and future taxes derived from a school operating referendum are not captured

What is TIF?



- **Authorized by Minnesota Statutes, 469.174 to 469.1794 (TIF Act)**
- **Why utilize it?**
 - Encourage certain types of development or redevelopment that are not reasonably expected to occur without assistance (“But For” test)
 - Examples when private investment and financing faces market limitations
 - Acquire land, clean up contaminated sites, demolition and redevelopment costs, and/or costs of an Affordable Housing Project
 - TIF can help solve for gaps in the project financing
- **Transparency: use of funds is recorded in City’s financial statements and subject to annual reporting to the Office of the State Auditor**

What is TIF?



- **Approval requires public hearing and adoption of a Tax Increment Financing Plan within a Municipal Development Program**
 - Program and TIF Plan declare policy objectives, define geography, and set a maximum budget for future TIF revenues and expenditures
 - TIF Plan is forwarded to County and School District for comment
- **Once approved, use of TIF revenues are governed by City**
 - Used to repay a financing obligation that funds development activity
 - Terms identified within a contract between developer and City – “TIF Assistance Agreement”

What is TIF?



- **TIF Property pays total property taxes as any other similar property**
 - Based on Assessor's annual Estimated Market Value
- **Portion attributed to new captured tax capacity is remitted separately to City as TIF revenue and deposited into a TIF Fund**

Example Property Taxes: What is Excluded From TIF?	
Total property taxes payable from New Development	\$430,136
Less: Commercial taxes paid to State of MN	(0)
Less: New Market Value taxes (paid to School Operating)	(61,571)
Less: Existing Base Value Taxes (paid to local jurisdictions)	(4,511)
Less: State Auditor Fee (0.36%)	(1,311)
Annual TIF remitted to City's TIF Fund	362,743



What is TIF?

- Northfield has used TIF for various types of housing, commercial redevelopment and industrial development throughout the City

Entity	Pay 2026 Net Tax Capacity	Pay 2026 Captured Tax Capacity in City	Percent of Total
City of Northfield	24,161,169	953,790	3.9%
Est. Harvest Hills	252,050	248,965	
	24,410,134	1,202,755	4.9%

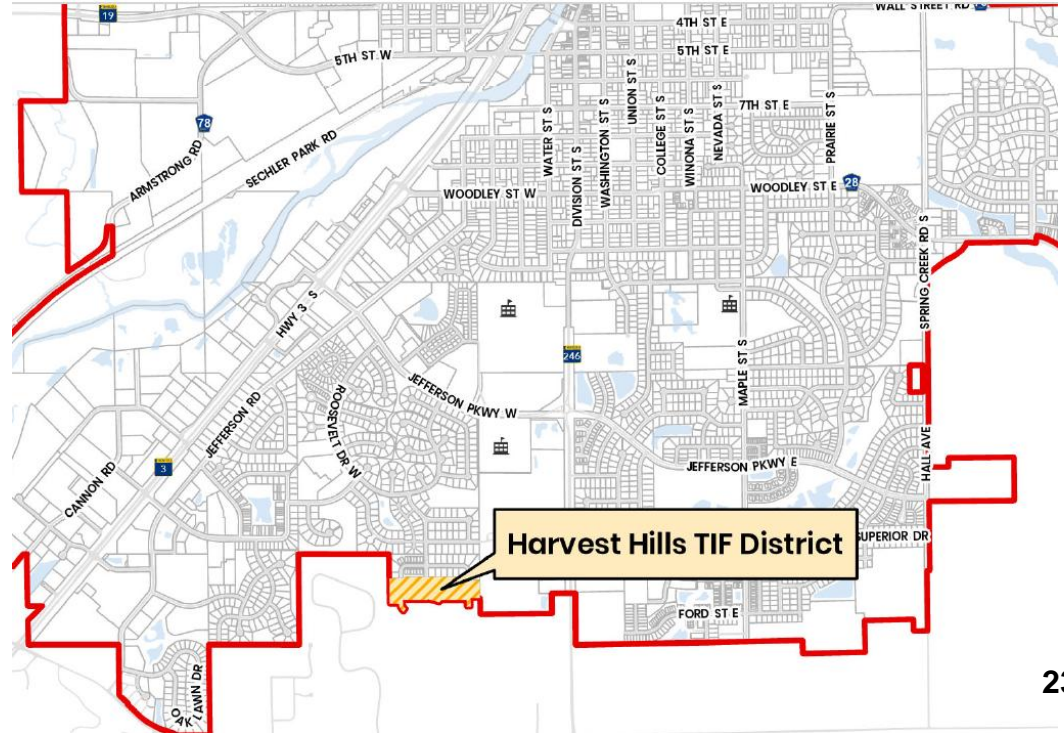
Table represents 3.9% of the City tax base created by existing TIF Districts
 10 active TIF Districts – Presidential Commons decertifies at end of 2026

TIF Plan – Proposed District



Harvest Hills

- Housing TIF District
- PID: 22.12.4.26.022
- Undeveloped property
- Assessed Value: \$246,800
- Project: 71-units of rental townhomes
 - Includes installation of utilities, streets, sidewalks



TIF Plan – Proposed District



- **Housing TIF District (under provisions of the TIF Act)**
 - Statutory maximum term:
 - 25 years after first year of TIF revenue received (26 total)
 - Qualifications: Project must meet affordability requirements, either:
 - At least 29 units (>40%) must be restricted for occupancy at affordable levels for individuals or households at or below 60% of Area Median Income (AMI), or
 - At least 15 units (>20%) must be restricted for same at or below 50% of AMI
 - AMI levels updated by HUD annually, 2026 thresholds are:
 - Individual - \$45,540 (60% AMI) and \$37,950 (50% AMI)
 - 4-person Household - \$65,040 (60% AMI) and \$54,200 (50% AMI)

TIF Plan – Proposed District



- **Regulatory Document establishes the purpose, term, estimates and budget for TIF District**

- Purpose: Provide affordable housing; incentivize new private development and infrastructure within the community
- Maximum term – taxes payable from 2028 to 2053
 - Or earlier if funding obligations are met
- Estimates and Maximum Budget
 - Full term potential TIF revenue estimate of \$10.5 million
 - Amount supports \$5.9 million potential funding capacity
 - After discounting at 5.85% financing interest rate (\$4,580,000)

ESTIMATED SOURCES

Tax Increment - 26 year collection	\$ 10,007,426
Interest	500,371
TOTAL	\$ 10,507,797

ESTIMATED USES

Affordable Housing (1.0% appreciation)	5,427,426
Administrative Costs (5%)	500,371
PROJECT FUNDING SUBTOTAL	\$ 5,927,797
Interest	4,580,000
TOTAL USES	\$ 10,507,797

Considerations – Protecting Resources (“But For” Test)



- Statutory Finding: The development would not be reasonably expected *but for* the use of tax increment
 - Staff and consultants review developer’s TIF application and financial information (ongoing)
 - Compare to market expectations for costs, operating income, private financing and investment returns
 - Determine gap, if any
 - Identify costs qualifying for TIF assistance
 - Ensure project is maximizing private sources of funding
 - “Right-size” public assistance necessary for financial feasibility

Other Considerations



- **Developer requesting Pay-as-you-go TIF Assistance to fill gap in expected private financing to build project and install infrastructure**
 - Developer takes on all risk to fund and operate housing (including pay taxes)
 - Tax increment made available to reimburse a portion of verified development costs in each phase after completion
- **Ehlers Preliminary Pro Forma Review (Phase 1 – 38 units)**
 - \$13 million estimated development costs
 - Includes infrastructure and buildings that adhere to City’s sustainability policy
 - Anticipated operating revenue from rent expect to support only \$6.9 million mortgage (53%), leaving \$6.1 million private equity investment without assistance
 - Net income after debt repayment leaves estimated 1.9% return on investment
 - Far short of market expectations (7-10%) for typical rental housing development

Council Action



- Conduct Public Hearing
- Consider motion to approve Resolution establishing Harvest Hills TIF District
- Next Steps:
 - Staff and consultants negotiates terms for TIF Assistance Agreement with Developer (along with development contract)
 - Presented for Council approval in June/July with consideration for final plat



Legislation Text

File #: Res. 2026-055, **Version:** 1

City Council Meeting Date: May 19, 2026

To: Mayor and Members of Council
City Administrator

From: Scott Wopata, Community Development Director
Emery John, Program Associate

Consideration of a resolution modifying the Master Development District and the establishment of the Harvest Hills Tax Increment Financing District

Action Requested:

Staff recommends a motion to approve Resolution modifying the Master Development District and the establishment of the Harvest Hills Tax Increment Financing District.

Summary Report:

Below is a copy of the staff report prepared for the May 19, 2026 Public Hearing regarding the Development Program for the Master Development District and for the Tax Increment Financing (TIF) plan for the Harvest Hills TIF District.

Schrom Construction Inc. (Developer) is requesting Tax Increment Financial (TIF) incentives from the City of Northfield to facilitate a new mixed-income townhome rental housing development in the City of Northfield. The development is expected to consist of approximately 71-units, 20% of which will be designated for occupancy by persons at or below 50% of Area Median Income.

The project will occur in two phases on approximately 10.3 acres of undeveloped vacant land identified as Parcel ID #22.12.4.26.022. This is in the southern portion of the City, directly West of the Middle School. The first phase is anticipated to begin in 2026 with grading and infrastructure improvements necessary to construct 38-townhome units. A second phase for the remaining units is planned after completion and occupancy of phase 1.

Affordability

As is required with a housing TIF district per state statute, this development will adhere to strict affordability guidelines for 20% of the units to be affordably rented to households at 50% of the Area Median Income, as defined by the Department of Housing and Urban Development for Rice County. These affordable units are estimated to rent for approximately \$1,700/month; affordable for annual household income of approximately \$60k for a family of five.

80% of the units are market rate and estimated to rent for approximately \$2,400/month; this is affordable for households around 80% of the area median income (AMI) or \$93k annual household income for a family of five.

Past Action

The Planning Commission motioned to affirm this TIF Plan as conforming to the general development goals of the City of Northfield and the Northfield 2045 Comprehensive Plan on April 16, 2026.

The Housing Redevelopment Authority motioned to affirm this TIF Plan as conforming to the general development goals of the City of Northfield and the Northfield 2045 Comprehensive Plan and 2025-2028 Strategic Plan on April 21, 2026.

City Council previously passed an expansion of the Master Development District to encompass all City limits of Northfield in May, 2022. This allows Council greater flexibility to offer TIF Assistance without amending development districts to include non-contiguous parcels.

City Plans & Policies Relevance:

Business Subsidy Policy (9.03)

“The purposes, priorities, goals and objectives in providing a business subsidy to assist private development under this policy include...to create opportunities for affordable and workforce housing and/or a diversification of housing stock available within the City.” (2)

“Because projects vary greatly in structure and public benefit derived, each project will be considered on its own merits. Subject to the clause below regarding governing body discretion, consideration will be given to projects providing public benefits in one or more of the following categories: ... projects that result in the development of affordable senior or workforce housing... [and] projects that result in greater building efficiencies” (3)

Tax Increment Policy (9.01)

The TIF policy requires any project to meet one or more of the following uses:

“To meet the following housing related uses:

- To provide a variety of housing ownership alternatives and housing choices within the city
- To promote affordable housing for low-or-moderate income individuals within the City, generally 80% of the Dakota County median income as adjusted for family size and pursuant to State statute;” (4)
- “To meet other uses of public policy, as adopted by the Council from time to time, including promotion of quality urban design, quality architectural design, energy conservation” (5)

Staff commentary: Beyond the requirements of the Sustainable Building Policy, the applicant is using a form of stormwater filtration that exceeds code and standard procedure by filtering and recycling graywater for landscape irrigation; project also enhancing bike and pedestrian access in the area.

The proposal meets all eleven required TIF Financing Approval Criteria, including:

1. Abiding by applicable state and legal restrictions
2. Meeting one or more eligible uses (see above)
3. Must be in accordance with the City’s adopted Comprehensive Plan and applicable zoning code and other city ordinances
4. Meeting the but-for test - meaning the project would be unable to occur without the use of such a tool

- as TIF
5. Aligned with market and feasibility studies of the city
 6. 1.2:1 debt service coverage ratio
 7. Adequate financial guarantees from the developer
 8. Demonstrated past success of the developer
 9. Developers are retaining ownership long enough to ensure repayment of TIF and stabilize its occupancy
 10. TIF funding will be lowest possible level by maximizing private debt/equity financing first, then other funding sources, then TIF
 11. TIF note will be formatted in the pay-as-you-go structure, which is the best practice for a comparable development

The proposal meets additional evaluation criteria outlined in the TIF Policy:

1. All tax increment financing proposals should optimize the private development potential of a site within site plan review criteria.
2. The developer shall demonstrate that the project is not financially feasible but for the tax increment financing provided.
3. All tax increment financing proposals should obtain the highest possible private to-public financial investment ratio. The Council establishes a benchmark ratio of a minimum of 4 parts private and other funding to 1 part tax increment funding for industrial and commercial projects. *Housing, redevelopment and mixed-use projects shall be reviewed on an individual basis.*
4. All City assisted projects will follow the Northfield Business Subsidy Policy (9.03) as required by the State of Minnesota Statutes, Sections 1 16J.993 through 1 16J.995 and as established by Northfield City Council.
5. Housing Projects will target a portion of increment to create housing for families at or below 80% of the area median income level as determined by HUD and as defined in the Northfield Community Development Block Grant Program.

Sustainable Building Policy (8.06)

Phase 1 of the proposed development was reviewed and given formal approval as meeting the Sustainable Building Policy. Staff and a City consultant approved an alternative pathway to meet the policy. Phase 2 will incorporate more robust building improvements in line with the intent and purpose of the sustainable building policy. This includes a traditional pathway to certification in line with the US Department of Energy Zero Energy Ready homes program.

Comprehensive Plan (Northfield 2045)

Future Land Use Map Figure 4 The planned development is in a mixed-use residential zone (56)

Chapter 3: Access: Strategy 5: Design for safe access, by connecting school district trails to neighborhood streets (76)

Chapter 3: Access: Strategy 6: Design for resiliency and sustainability; Action 2: “Encourage the use of energy-efficient mechanical systems and building products and/or the use of building designs and materials that

reduce lifecycle carbon and reliance on non-local energy sources in rehabilitation and new construction to decrease building operation costs and impacts on the environment” (77)

Chapter 4: Sustainable Economic Future Strategy 8: Build more housing (104)

Chapter 4: Sustainable Economic Future Strategy 10: “Create programs to support affordable and sustainable homes and neighborhoods (106)

Strategic Plan (2025-2028 Northfield Strategic Plan)

Strategy #2: Increase Housing Availability, target to add 50 multi-family homes annually through 12/2028.

This proposed development also exceeds the goals of the strategic plan by ensuring the affordability of 20% of the proposed units.

Alternative Options:

City Council could reject the resolution

Financial Impacts:

- The cost to establish the TIF district is being paid by the developer
- Specific financial impact (the amount of subsidy) is determined when Council evaluates the TIF Agreement in June.
- TIF Budget: The attached TIF plan provides an estimate of the total incremental tax to be generated from this project
- Type of TIF District: Housing Development District (26-year-Maximum District Life)
- TIF Funding Structure: “Pay-as-you-go.” The developer will incur all upfront costs and be reimbursed over time. This reduces risk to the City related to TIF obligations under this structure.
- TIF Requirements: The funding from TIF is aligned with the eligible affordable unit construction costs related to the project

Tentative Timelines:

March 17, 2026 - City Council approves Res. 2026-036: Resolution Calling for a Public Hearing Establishing the Harvest hills Tax Increment Financing District (“TIF”).

April 16, 2026 - PC Public Hearing and approves PC Res. 2026-004: Consideration of the Preliminary Plat for Harvest Hills 2nd Addition.

April 16, 2026 - PC motions affirming the proposed TIF Plan for Harvest Hills

April 21, 2026 - HRA motions affirming the proposed TIF Plan for Harvest Hills

May 5, 2026 - City Council approves Res. 2026-050: Resolution for Harvest hills 2nd Addition Preliminary Plat.

May 19, 2026 - City Council Public Hearing to establish a TIF District

May 19, 2026 - City Council to discuss resolution establishing Harvest Hills TIF District

June TBD - City Council to discuss and approve TIF Agreement

July TBD - City Council to discuss and approve Final Plat and Development Agreement

**CITY OF NORTHFIELD
COUNTIES OF DAKOTA AND RICE
STATE OF MINNESOTA**

RESOLUTION NO. 2026-055

**A RESOLUTION APPROVING THE MODIFICATION OF THE DEVELOPMENT
PROGRAM FOR MASTER DEVELOPMENT DISTRICT,
ESTABLISHING A TAX INCREMENT FINANCING DISTRICT, AND
APPROVING A TAX INCREMENT FINANCING PLAN THEREFOR
(HARVEST HILLS PROJECT)**

WHEREAS, it has been proposed that City of Northfield, Minnesota (the “City”) modify the Development Program (the “Program Modification”) for Master Development District (the “Development District”), establish Harvest Hills Tax Increment Financing District (a housing district) within the Development District (the “TIF District”) and adopt the related Tax Increment Financing Plan therefor (the “TIF Plan”) all pursuant to and in conformity with applicable law, including Minnesota Statutes, Sections 469.124 through 469.133 and Sections 469.174 through 469.1794, as amended (the “TIF Act”), all as reflected in that certain document entitled “Modification to the Development Program Master Development District & Tax Increment Financing (TIF) Plan Establishment of Harvest Hills Tax Increment Financing District (a housing district)”, and presented for the Council’s consideration;

WHEREAS, the City has performed all actions required by law to be performed prior to the modification and approval of the Program Modification and the TIF Plan, including without limitation, delivery of the Program Modification and the TIF Plan to the Board of Rice County (the “County”) and the Board of Independent School District No. 659 (the “School District”), and the holding of a public hearing by the City thereon on the date hereof, following notice thereof published in the City’s official newspaper at least 10 but not more than 30 days prior to the public hearing;

WHEREAS, certain information and material (collectively, the “Materials”) relating to the TIF Plan and to the activities contemplated therein have heretofore been prepared and submitted to the Council and/or made a part of the City files and proceedings on the TIF Plan. The Materials include the tax increment application, project pro forma financial statement, project sources and uses and other information supplied by Schrom Construction, Inc. (or an affiliate, the “Developer”), as to the activities contemplated therein, the items listed in the TIF Plan under the heading “Supporting Documentation,” and information constituting or relating to (1) why the assistance satisfies the so-called “but for” test and (2) the bases for the other findings and determinations made in this resolution. The Council hereby confirms, ratifies and adopts the Materials, which are hereby incorporated into and made as fully a part of this resolution to the same extent as if set forth in full herein; and

WHEREAS, the TIF District is being established to facilitate the construction of approximately 71 townhome units of new mixed-income multifamily rental housing, with related amenities and improvements, to be constructed, owned and operated by the Developer on property within the TIF District, together with associated infrastructure, (the “Development”);

NOW THEREFORE BE IT RESOLVED by the City Council (the “Council”) of the City of Northfield, Minnesota (the “City”), as follows:

Section 1. Findings for the Adoption and Approval of the Program Modification and TIF Plan.

1.01. The Council hereby approves the modification of the Program to incorporate the TIF District and the TIF Plan and specifically finds that: (a) the land within the Development District would not be available for redevelopment without the financial aid to be sought under the Program Modification; (b) the Program Modification will afford maximum opportunity, consistent with the needs of the City as a whole, for the development of the Development District by private enterprise; and (c) the Program Modification conforms to the general plan for the development of the City as a whole, and otherwise promotes certain public purposes and accomplishes certain objectives as specified in the Development Program. The Development District is not being expanded and the only modification of the Program relates to the incorporation by reference of the proposed TIF District and the terms of the TIF Plan therefor.

1.02. The Council hereby finds that the TIF District is in the public interest and is a “housing district”, as defined in Minnesota Statutes, Section 469.174, Subdivision 11 for the following reasons:

The TIF District consists of a project or portions of a project intended for occupancy, in part, by persons or families of low and moderate income as defined in Chapter 462A, Title II of the National Housing Act of 1934, the National Housing Act of 1959, the United States Housing Act of 1937, as amended, Title V of the Housing Act of 1949, as amended, and any other similar present or future federal, state or municipal legislation, or the regulations promulgated under any of those acts. The Developer has represented that at least 20% of the units in the Development will be reserved for rental to persons whose annual income does not exceed 50% of applicable area median income and that no more than 20% of the square footage of buildings that receive assistance from tax increments will consist of commercial, retail or other nonresidential uses.

1.03. The Council hereby makes the following additional findings:

(a) The Council further finds that the proposed Development, in the opinion of the Council, would not occur solely through private investment within the reasonably foreseeable future and, therefore, the use of tax increment financing is deemed necessary. The specific basis for such finding being:

The proposed Development will result in the construction of low and moderate income housing units which would not otherwise be constructed in the reasonably foreseeable future. The rents for affordable housing projects do not provide a sufficient return on investment to stimulate new development. The Developer has represented that it could not proceed with the Development without tax increment assistance. The Developer has provided the City its estimated Development proforma outlining project sources and uses as well as projected rent, vacancy and financing

assumptions. City staff and the City's advisors reviewed the information and have determined the Development is not feasible without the proposed assistance due to anticipated rent levels and market returns not supporting the development costs. Based on the review, the City does not expect that a development of this type would occur in the reasonably foreseeable future but for the use of tax increment assistance.

(b) The Council further finds that the TIF Plan conforms to the general plan for the development or redevelopment of the City as a whole. The specific basis for such finding being:

The TIF Plan will generally complement and serve to implement policies adopted in the City's comprehensive plan. The housing Development contemplated on the property is in accordance with the existing zoning or approved zoning variances for the property. The Planning Commission reviewed the proposed Development and approved PC Motion 2026-001 on April 16, 2026, that affirms that the plans for Development described in the TIF Plan conform to the general development plan of the City.

(c) The Council further finds that the TIF Plan will afford maximum opportunity consistent with the sound needs of the City as a whole for the development of the TIF District by private enterprise. The specific basis for such finding being:

The Development proposed to occur within the TIF District is the construction by private enterprise of primarily low and moderate income multi-family housing. The development will increase the taxable market valuation of the City. The available multi-family housing in the City will increase by approximately 71 rental units with the completion of the Development and help fulfill the need for such housing in the City.

1.04. In accordance with Minnesota Statutes, Section 469.175, Subd. 1(b), the City elects to delay the receipt of the first increment until tax payable year 2028.

1.05. The City elects to retain all of the captured tax capacity to finance the costs of the TIF District and the Development District.

1.06. The provisions of this Section 1 are hereby incorporated by reference into and made a part of the TIF Plan and the findings set forth in Appendix D to the TIF Plan are hereby incorporated by reference into and made a part of this Resolution.

1.07. The Council further finds that the Program Modification and TIF Plan are intended and in the judgment of the Council its effect will be to promote the public purposes and accomplish the objectives specified therein.

1.08. The TIF District is hereby established and the Program Modification and TIF Plan, as presented to the Council on this date, including without limitation the findings and statements of objectives contained therein, are hereby approved, ratified, established, and adopted and shall be placed on file in the office of the City Administrator. City staff shall, in

writing, request the Rice County Auditor to certify the new TIF District and file the Program Modification and TIF Plan with the Commissioner of Revenue and the Office of the State Auditor.

1.01 The staff of the City, the City's advisors and legal counsel are authorized and directed to proceed with the implementation of the Program and TIF Plan including without limitation requesting that the County Auditor to certify the original net tax capacity of the TIF District, as described in the Program Modification and TIF Plan, and to certify in each year thereafter the amount by which the original net tax capacity has increased or decreased; and the City staff is authorized to transmit this request to the County Auditor in such form and content as the Auditor may specify, together with a list of all properties within the District for which building permits have been issued during the 18 months immediately preceding the adoption of this resolution. The Council finds that no "improvement" was made, within the meaning of Minn. Stat., Section 469.177, Subd. 4, under a permit issued during the 18 months immediately preceding the adoption of this resolution.

Section 2. Interfund Loans.

2.01. The Council hereby approves a policy on interfund loans or advances ("Loans") for the TIF District, as follows:

(a) The authorized tax increment eligible costs (including without limitation out-of-pocket administrative expenses in an amount up to \$500,371, interest in an amount up to \$4,580,000 and other housing or development costs in an amount up to \$5,427,426) payable from the TIF District, as its TIF Plan is originally adopted or may be amended, may need to be financed on a short-term and/or long-term basis via one or more Loans, as may be determined by the City Finance Director from time to time.

(b) The Loans may be advanced if and as needed from available monies in the City's general fund or other City fund designated by the City Finance Director. Loans may be structured as draw-down or "line of credit" obligations of the lending fund(s).

(c) Neither the maximum principal amount of any one Loan nor the aggregate principal amount of all Loans may exceed \$10,507,797 outstanding at any time.

(d) All Loans shall mature not later than February 1, 2054 or such earlier date as the City Finance Director may specify in writing. All Loans may be pre-paid, in whole or in part, whether from tax increment revenue, tax increment revenue bond proceeds or other eligible sources.

(e) The outstanding and unpaid principal amount of each Loan shall bear interest at the rate prescribed by the statute (Minnesota Statutes, Section 469.178, Subdivision 7), which is the greater of the rates specified under Sections 270C.40 or 549.09 at the time a Loan, or any part of it, is first made, subject to the right of the City Finance Director to specify a lower rate (but not less than the City's then-current average investment return for similar amount and term).

(f) Such Loans within the above guidelines are pre-approved. The Loans need not take any particular form and may be undocumented, except that the City Finance Director shall specify the principal amount and interest rate and maintain all necessary or applicable data on the Loans.

PASSED by the City Council of the City of Northfield, Minnesota this 19th day of May, 2026
ATTEST:

City Clerk

Mayor

VOTE: ___ ZWEIFEL ___ SOKUP ___ HOLMES ___ NESS
 ___ PETERSON WHITE ___ DAHLEN ___ BEUMER



Legislation Text

File #: 26-268, Version: 1

City Council Meeting Date: May 19, 2026

To: Mayor and City Council

From: Ben Martig, City Administrator

Reports From the Mayor and Council Members.

Summary Report:

During this portion of the meeting, the Mayor and Council will provide updates on work being done on the boards, commissions, and committees they are a part of, as well as other City events they have participated in.

Attached is an update provided by the Northfield Hospitals and Clinics (NH+C) related to their new Jefferson Road Clinic and the providers they will welcome (Attachment #1).

Below are the 2026 board, commission and committee appointments of the City Council.

Mayor Zweifel

- City/Hospital Governance Committee
- Housing and Redevelopment Authority (HRA)
- Mayor's Youth Council

Councilor Beumer

- Beyond the Yellow Ribbon
- Economic Development Authority (EDA)
- Housing and Redevelopment Authority (HRA)

Councilor Dahlen

- Council Employment Committee
- Housing and Redevelopment Authority (HRA)
- Mill Towns Trail Joint Powers Board

Councilor Holmes

- Council Employment Committee
- City/Hospital Governance Committee
- Housing and Redevelopment Authority (HRA)
- Planning Commission & Zoning Board of Appeals (PC/ZBA)

Councilor Ness

- Age Friendly Steering Committee
- Convention and Visitors Bureau Board
- Council Employment Committee
- Housing and Redevelopment Authority (HRA)
- Northfield Area Fire & Rescue Services (NAFRS)
- Rice/Steele 911 Center Board

Councilor Peterson White

- City/Hospital Governance Committee
- Friends of Downtown Northfield
- Economic Development Authority (EDA)
- Hiawathaland Transit Advisory Committee
- Hospital Board
- Housing and Redevelopment Authority (HRA)
- Northfield Transportation Advisory Committee

Councilor Sokup

- Housing and Redevelopment Authority (HRA)
- Mill Towns Trail Joint Powers Board

Alternative Options:

N/A

Financial Impacts:

N/A

Tentative Timelines:

N/A



Great care continues at Jefferson Road Clinic

Northfield Hospital + Clinics welcomes providers, staff and patients from Allina Health.

NH+C is buying the clinic on Jefferson Road from Allina Health. It will become NH+C Jefferson Road Clinic in September.

We welcome these 30 providers and clinic staff who will continue to care for patients in the same location, as part of NH+C's independent health care system.

Family Medicine

Cynthia Baumgartner, MD	Robyn Hegland, MD	Megan Malecha, PA-C	Adei Shaqra, DO
Michael Burgdorf, MD	Kyle Hoffert, MD	Saul McBroom, MD	Siri Shaqra, DO
Tamara Detert, DO	Abby Kershaw, PA-C	Bridget McLeran, PA-C	Heather Stortz, DO
Richard Goodwin, MD	Bobbi Livengood, MD	Katherine Rogers, MD	Erin Traxler, DO
Jenny Hart, PA-C	Mark Labenski, MD	Jane Runzheimer, MD	William Votel, MD

Mental Health

Martha Barck, CNP	Marc Kelliny, MD
Shannon D'Alonzo, MD	Meghann Malecha, DNP, PMHNP-BC
Christine Gedicke, LICSW	Kimberly Szajner, PsyD LP
Bill Hoekstra, PsyD LP	Jaime Wiebe, LICSW

Pediatric Medicine

Heidi Kram, MD

Sports Medicine

Scott Koehler, MD

The same great healthcare team in the same location, now as part of NH+C.

Learn more:



Scheduling with NH+C will open in August for clinic appointments starting in late September.

 Northfield Hospital + Clinics

Partnering with you for a lifetime of care.





Legislation Text

File #: 26-269, Version: 1

City Council Meeting Date: May 19, 2026

To: Mayor and City Council

From: Risi Karim, Assistant City Administrator

2026 Community Survey Report and Presentation

Action Requested:

City Council receives the presentation from ETC Institute regarding the findings of the 2026 Community Survey.

Summary Report:

Understanding resident perspectives and experiences is essential to delivering high-quality City services and planning for the future of the community. As part of the City's 2025-2028 Strategic Plan under the priority area of "Enhance Service Delivery," staff initiated a bi-annual community survey to gather meaningful feedback from residents regarding City services, community priorities, quality of life, and overall resident satisfaction. The survey results help inform future planning, budgeting, service delivery improvements, and strategic decision-making.

In fall 2025, the City issued a Request for Proposals (RFP) seeking qualified firms to administer and analyze a comprehensive community survey. The City received seven proposals through the RFP process. Following evaluation of the proposals, ETC Institute was selected to conduct the 2026 Community Survey based on the firm's experience, methodology, and ability to provide comparative benchmarking data.

ETC Institute administered the survey during January and February 2026. A five-page survey was mailed to a random sample of households throughout the City of Northfield. The survey effort was designed to obtain statistically valid feedback representative of the community. The project goal was to receive at least 400 completed surveys. This goal was successfully achieved, with a total of 428 households responding to the survey.

The survey collected resident feedback on a wide range of topics, including City services, public safety, infrastructure, parks and recreation, communication and engagement, and overall quality of life within the community. The results provide valuable insight into resident satisfaction levels and community priorities.

Mr. Robert Heacock, Senior Project Manager with ETC Institute, will present the survey findings and key observations to the City Council.

Following tonight's presentation, staff plans to continue working with ETC Institute to conduct an additional targeted follow-up survey. This smaller-scale survey will include original respondents who indicated in their survey submission that they would be interested in participating in further outreach and engagement opportunities. Staff is working with ETC Institute to develop a more focused survey intended to better understand the community's communication preferences and needs, while also gathering additional feedback on various topics identified through the initial community survey process. The follow-up survey is anticipated

to occur later this year, with staff planning to report back to Council on the findings at a future meeting.

Alternative Options:

Not applicable

Financial Impacts:

Not applicable.

Tentative Timelines:

2026 Northfield Community Survey Results

May 2026

Presented by:

Robert Heacock, ETC Institute

**Since 2011,
ETC Institute has
surveyed more
than 3,600,000
people for more
than 1,300
government
agencies on 4
continents!**

ETC Institute is the leader in market research for state and local governments. Clients include 29 of the 35 largest cities in the United States.

For more than 40 years, our mission has been to help local governments gather and use survey data to make better decisions.

Agenda



Purpose and Methodology



Topic #1: Satisfaction with City Services & Perceptions



Topic #2: Satisfaction with Specific City Services



Topic #3: How Northfield Compares to Other Communities



Topic #4: Investment Priorities



Topic #5: Other Findings



Summary/Questions

PURPOSE



OBJECTIVELY ASSESS
SATISFACTION WITH
CITY SERVICES AND
PERCEPTIONS OF THE
COMMUNITY



COMPARE THE CITY OF
NORTHFIELD'S
PERFORMANCE TO
OTHER COMMUNITIES IN
THE U.S.



HELP THE CITY
DETERMINE PRIORITIES
FOR IMPROVEMENT TO
SERVE RESIDENTS
BETTER

Methodology

**ADMINISTERED BY
MAIL AND ONLINE
BETWEEN JANUARY
AND FEBRUARY OF
2026**

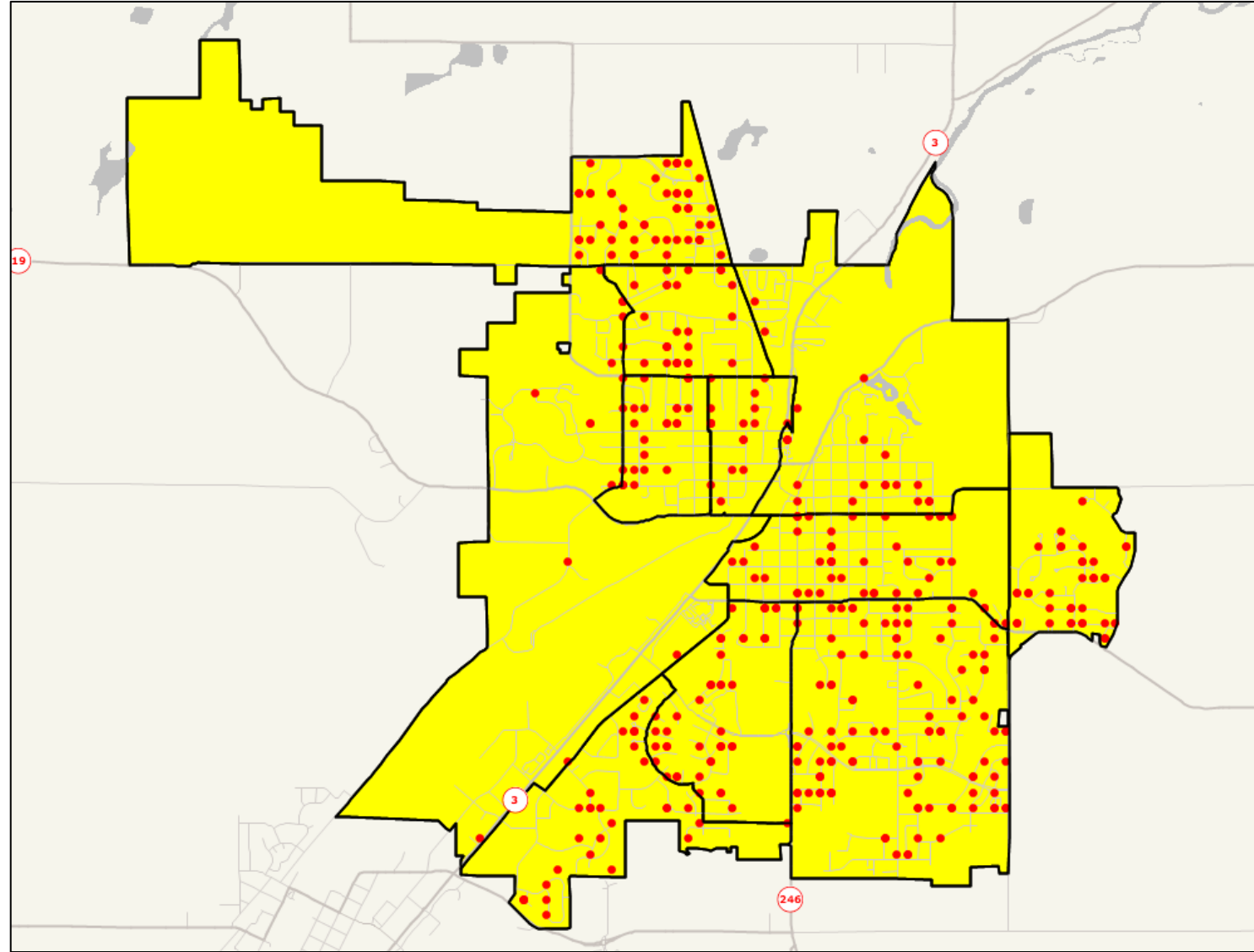
**GOAL OF 400
COMPLETED
SURVEYS**

**A TOTAL OF 428
SURVEYS WERE
COMPLETED**

**95% LEVEL OF
CONFIDENCE WITH A
MARGIN OF ERROR
OF +/- 4.7%**

Location of Survey Respondents

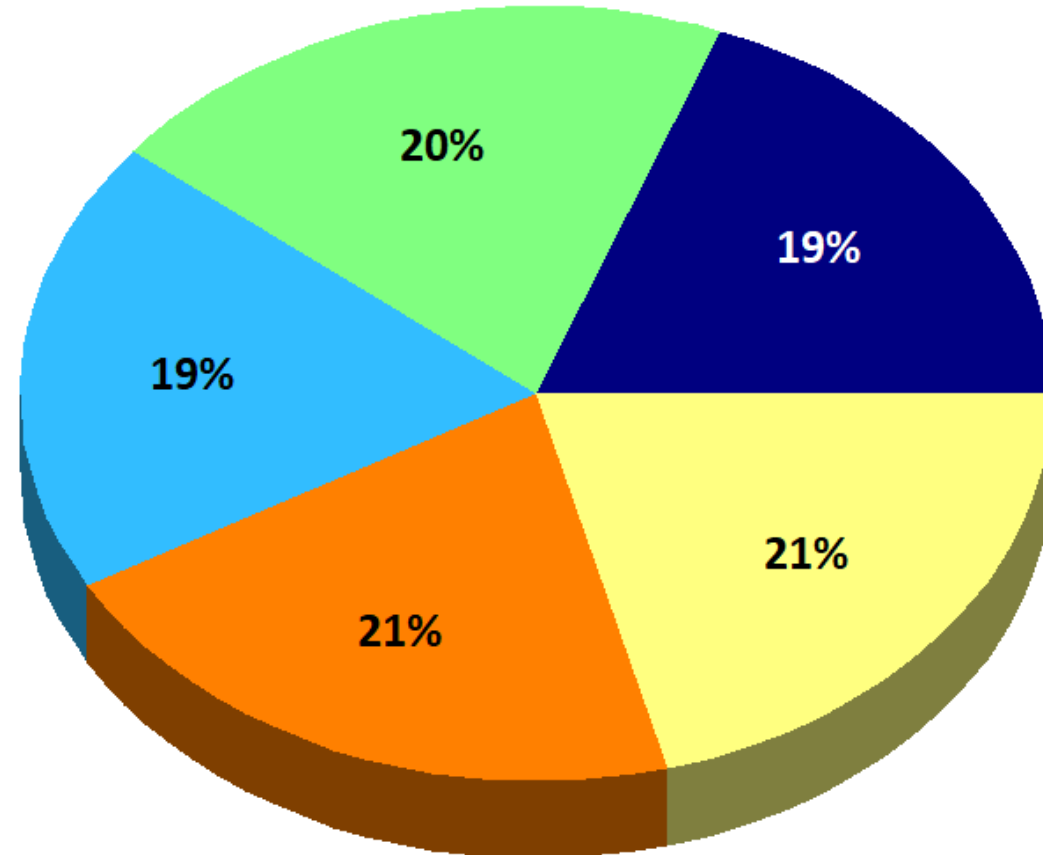
Good representation
by respondent location



All age groups
were well-
represented

Q21. Demographics: Age of Respondent

by percentage of respondents (excluding "not provided")

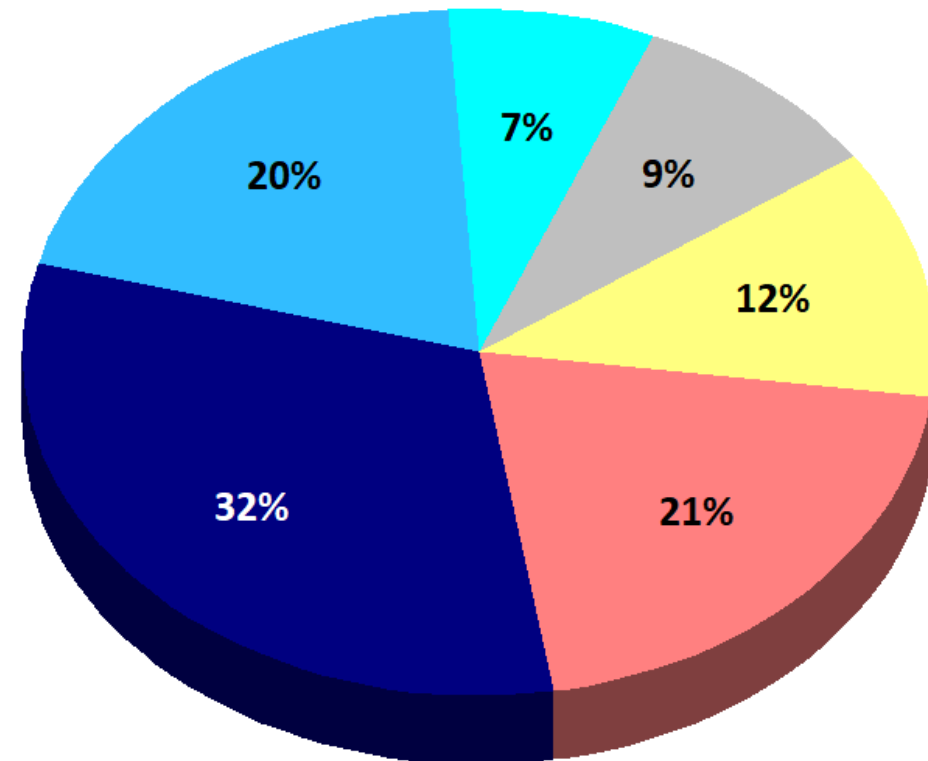


■ Under 35 ■ 35 to 44 ■ 45 to 54 ■ 55 to 64 ■ 65+

Both new and long-term residents were well-represented

Q20. Demographics: Approximately how many years have you lived in Northfield?

by percentage of respondents (excluding "not provided")

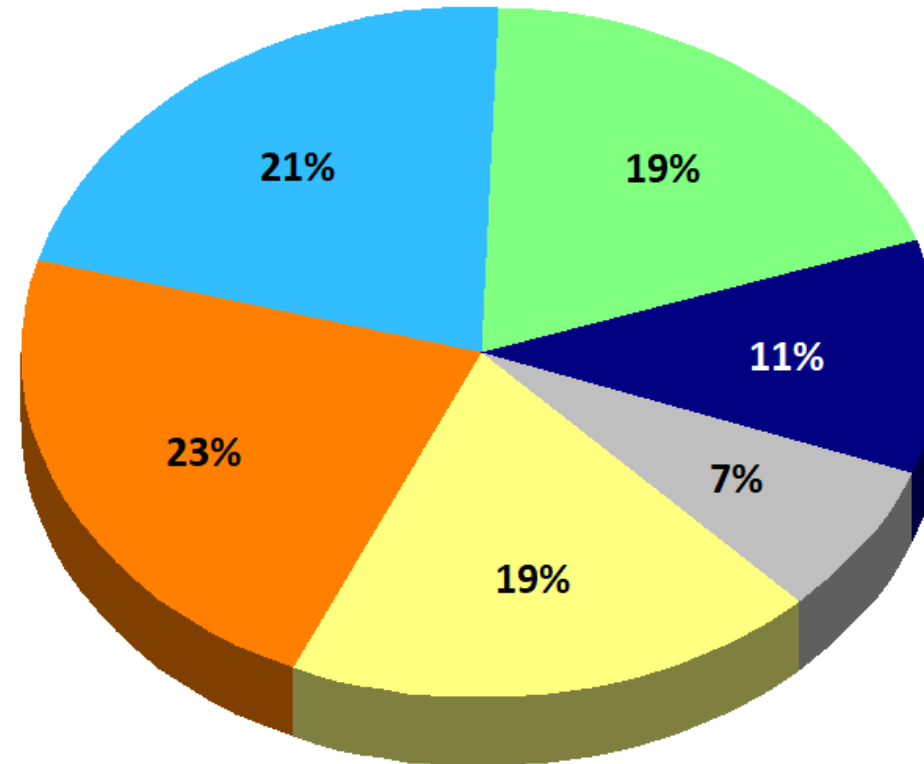


5 years or less 6 to 10 years 11 to 15 years
16 to 20 years 21 to 30 years 31+ years

Q24. Demographics: Annual Household Income

by percentage of respondents (excluding "prefer not to answer")

All income groups were well-represented

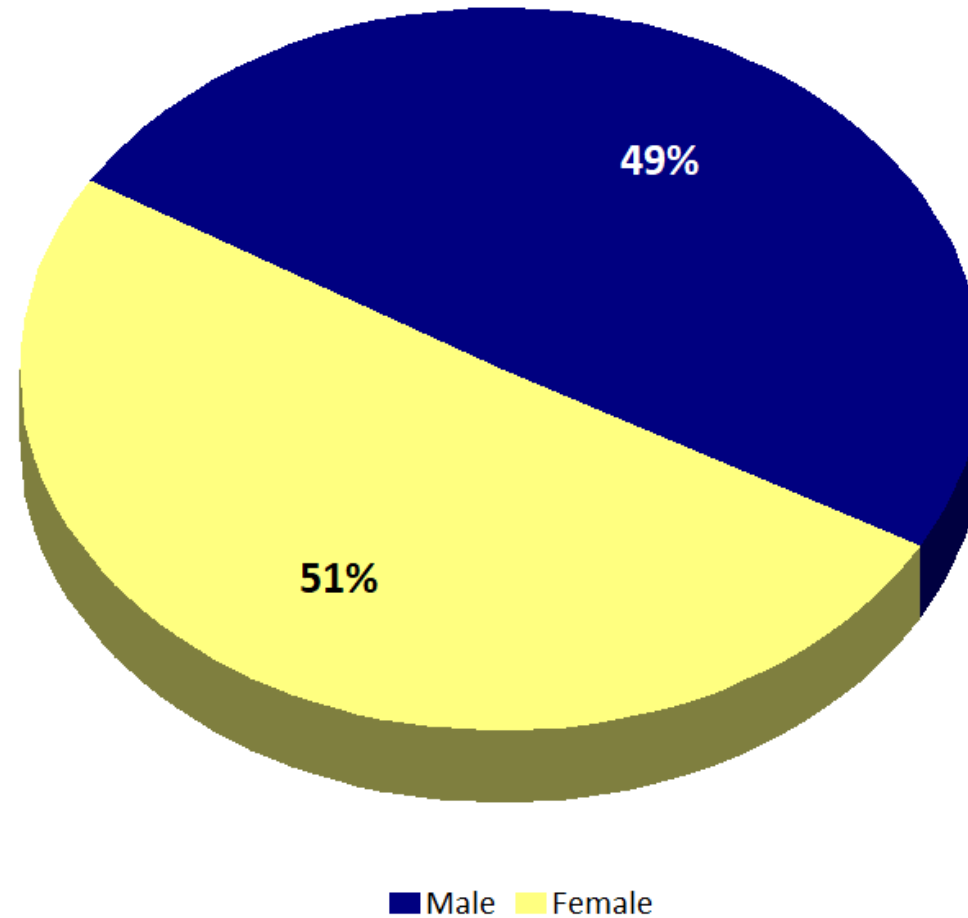


■ Under \$30K ■ \$30K-\$59,999 ■ \$60K-\$99,999
■ \$100K-\$149,999 ■ \$150K-\$199,999 ■ \$200K+

Q23. Demographics: Gender

by percentage of respondents (excluding "not provided")

All genders
were
represented



0.2% self-identified

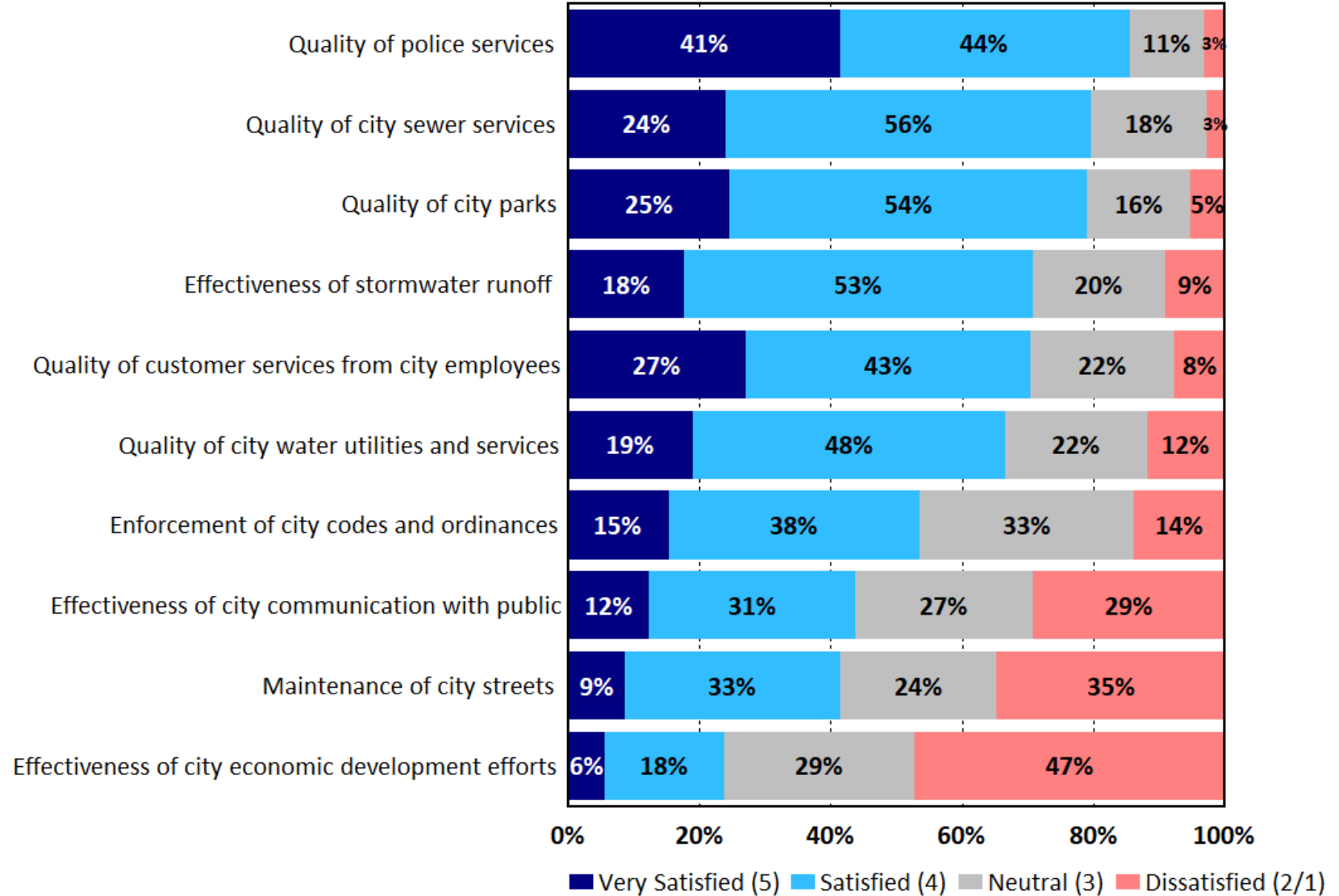
Topic #1

Satisfaction with City Services and Perceptions

Residents are generally satisfied with major categories of services

Q1. Satisfaction with Major Categories of Services

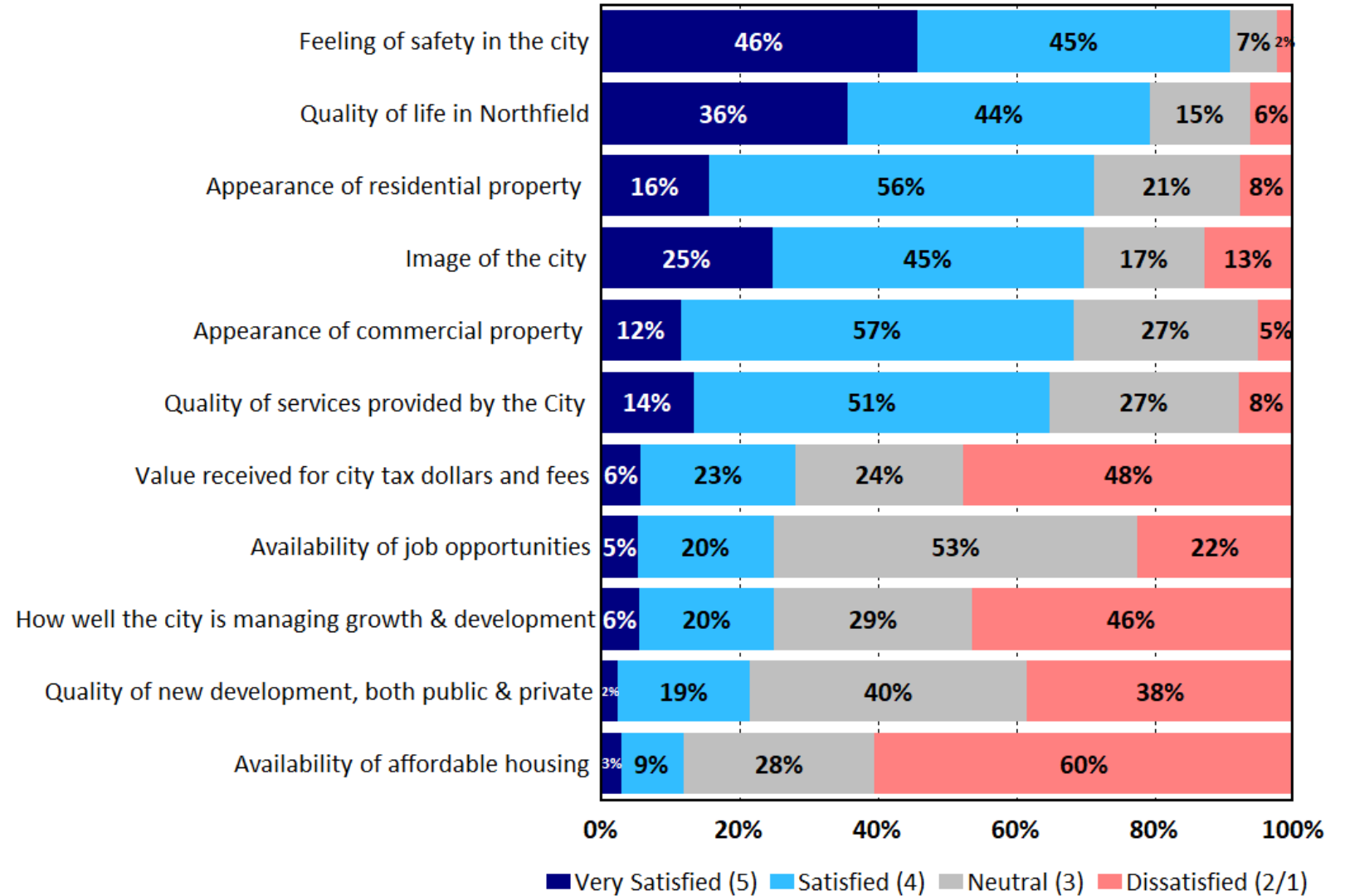
by percentage of respondents (excluding "don't know")



Residents are most satisfied with their feeling of safety, quality of life, and appearance of residential property

Q3. Satisfaction with Perception of the City

by percentage of respondents (excluding "don't know")



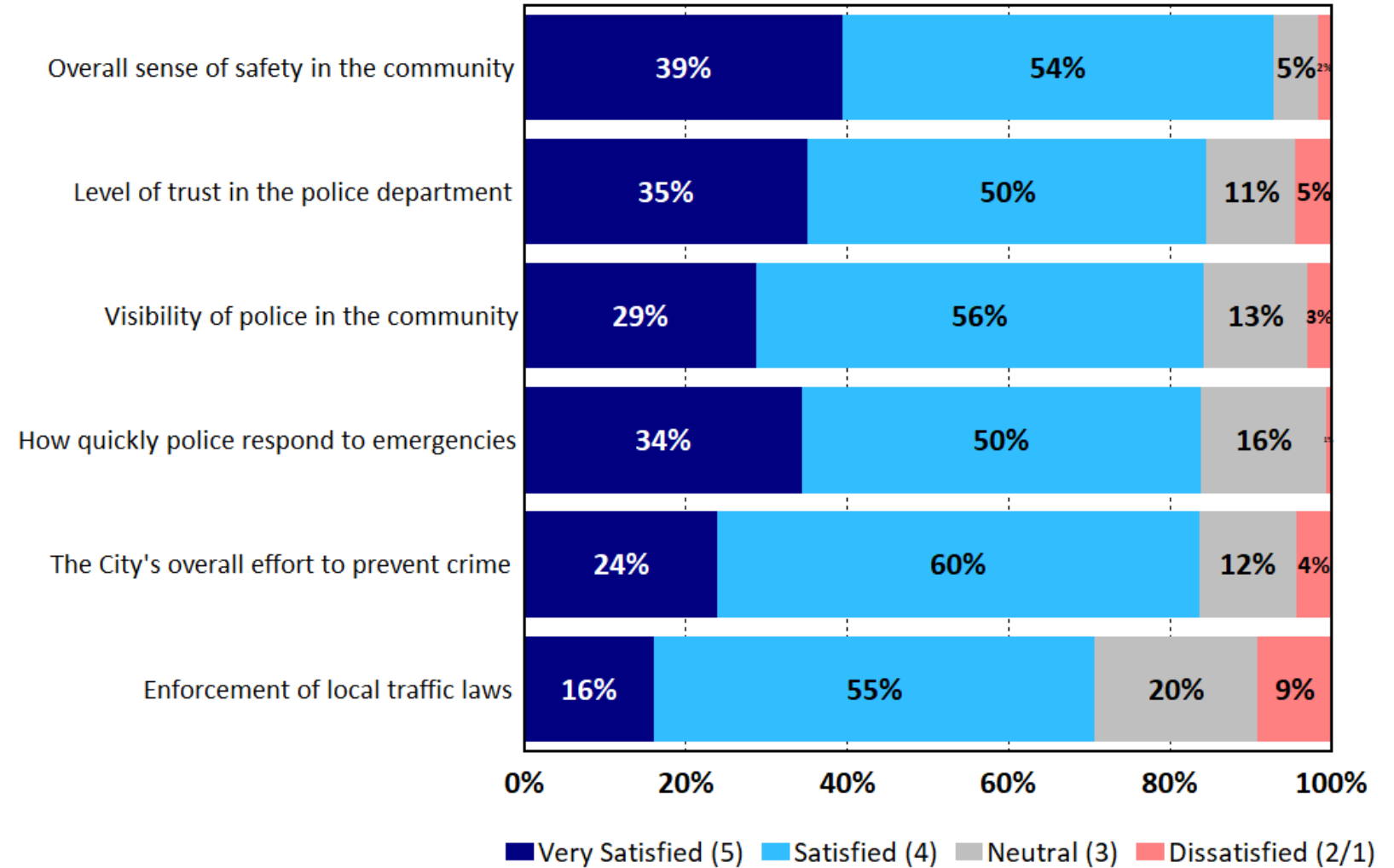
Topic #2

**Satisfaction with
Specific City Services**

Residents are most satisfied with their overall sense of safety and level of trust in the police department

Q4. Satisfaction with Public Safety

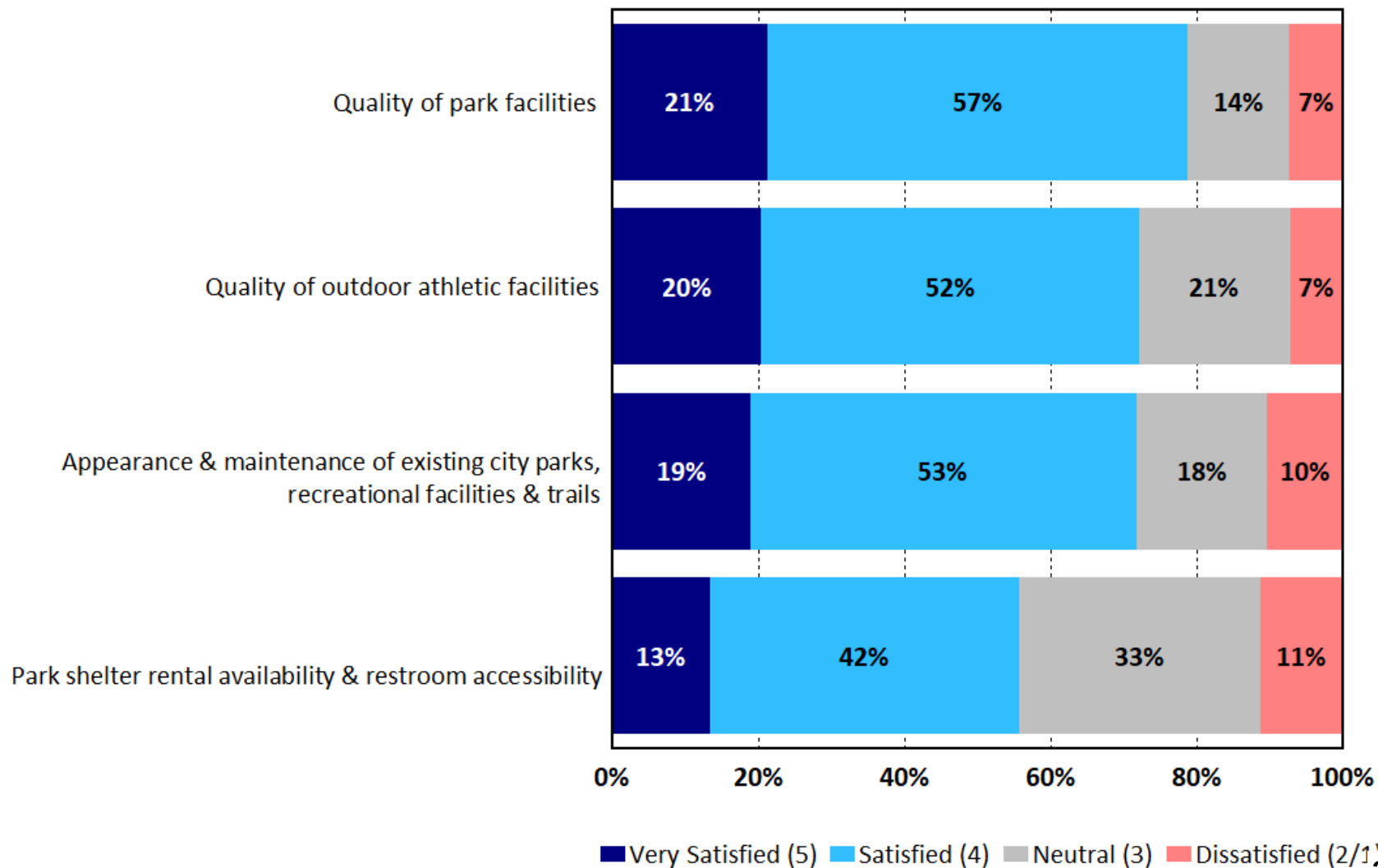
by percentage of respondents (excluding "don't know")



Quality of park facilities and the quality of outdoor athletic facilities received the highest levels of satisfaction

Q6. Satisfaction with Parks

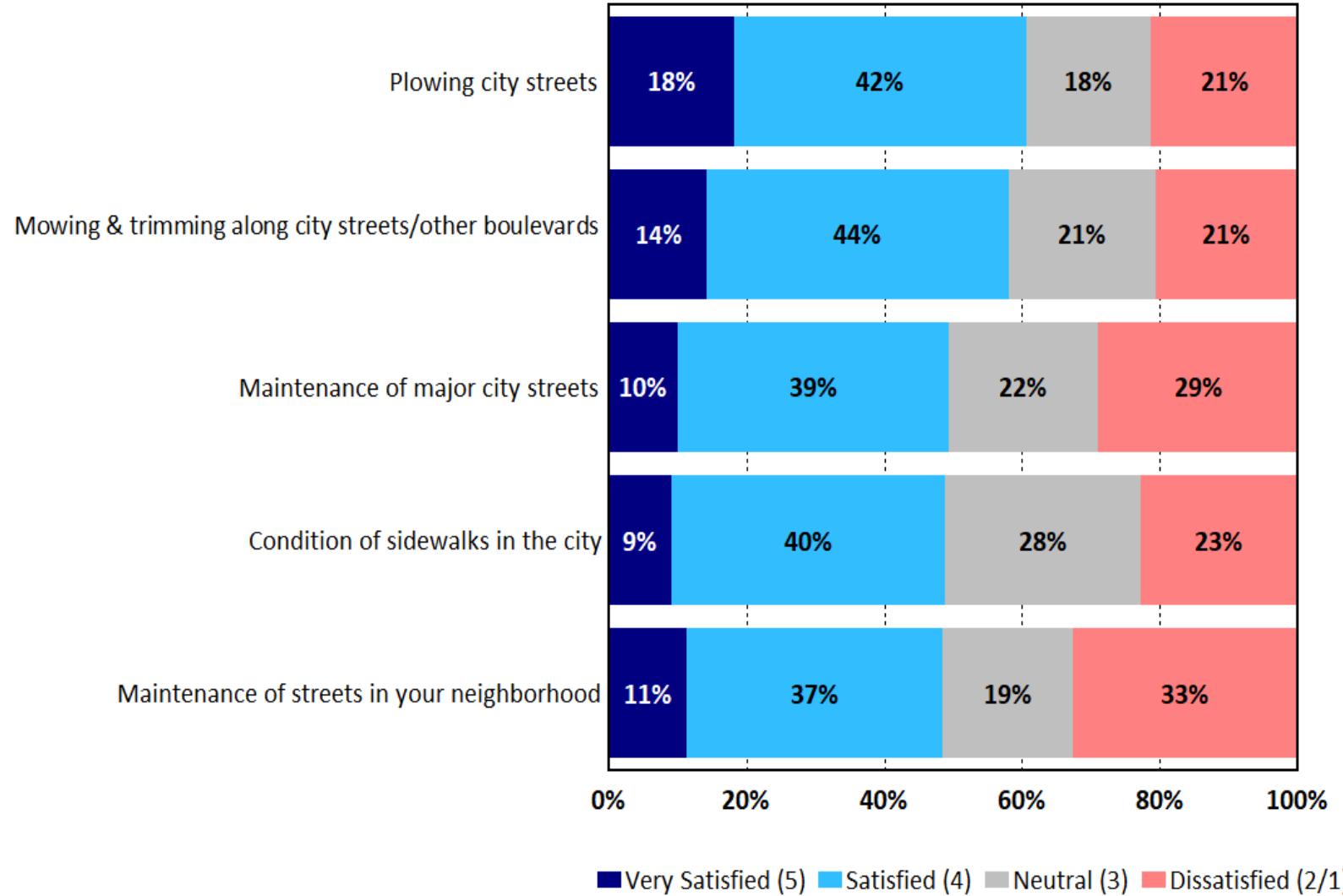
by percentage of respondents (excluding "don't know")



Plowing and mowing/trimming along city streets/other boulevards received the highest levels of satisfaction for city streets/sidewalks

Q11. Satisfaction with City Streets/Sidewalks

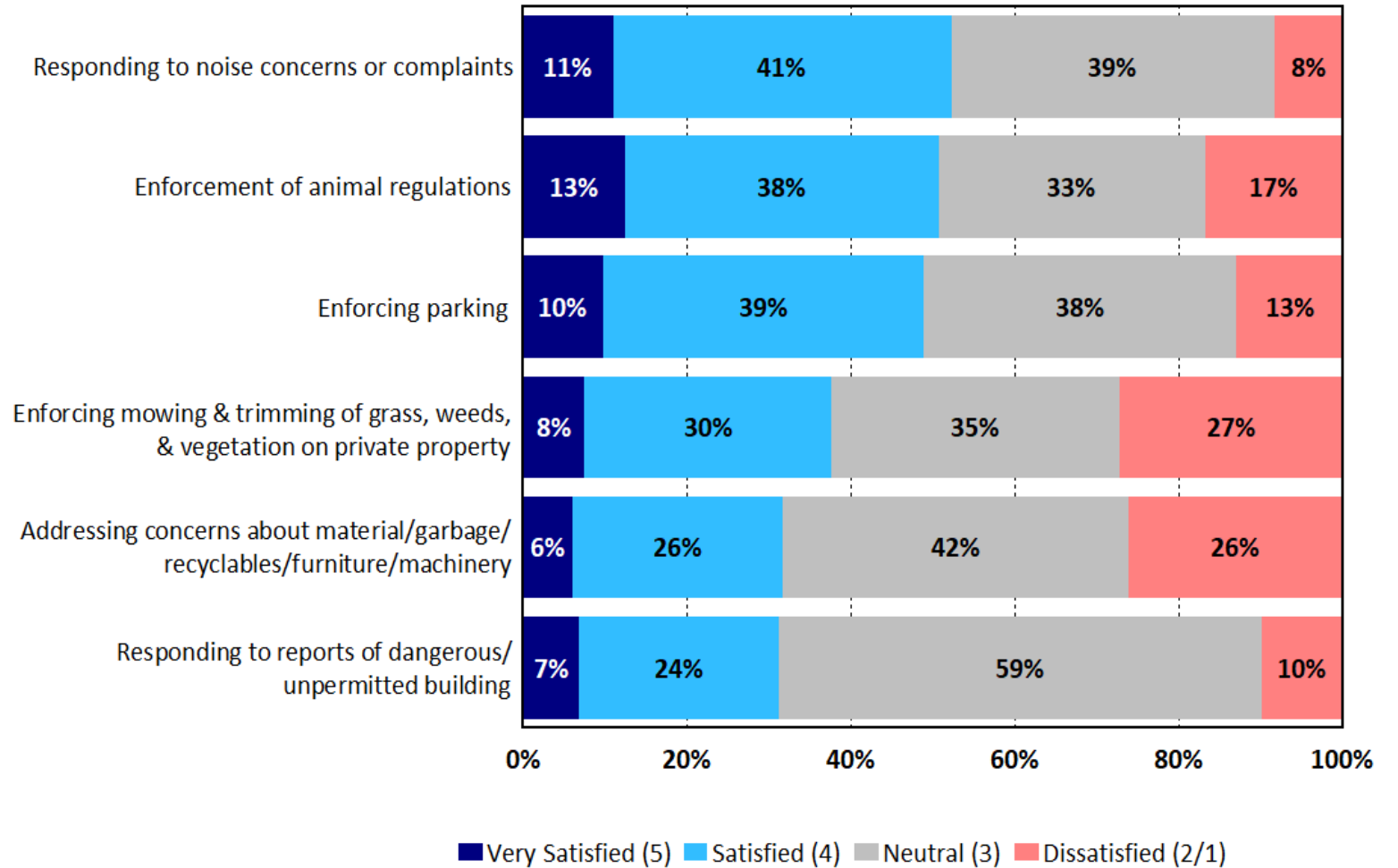
by percentage of respondents (excluding "don't know")



Residents are most satisfied with response to noise concerns or complaints and enforcement of animal regulations

Q13. Satisfaction with Code Enforcement

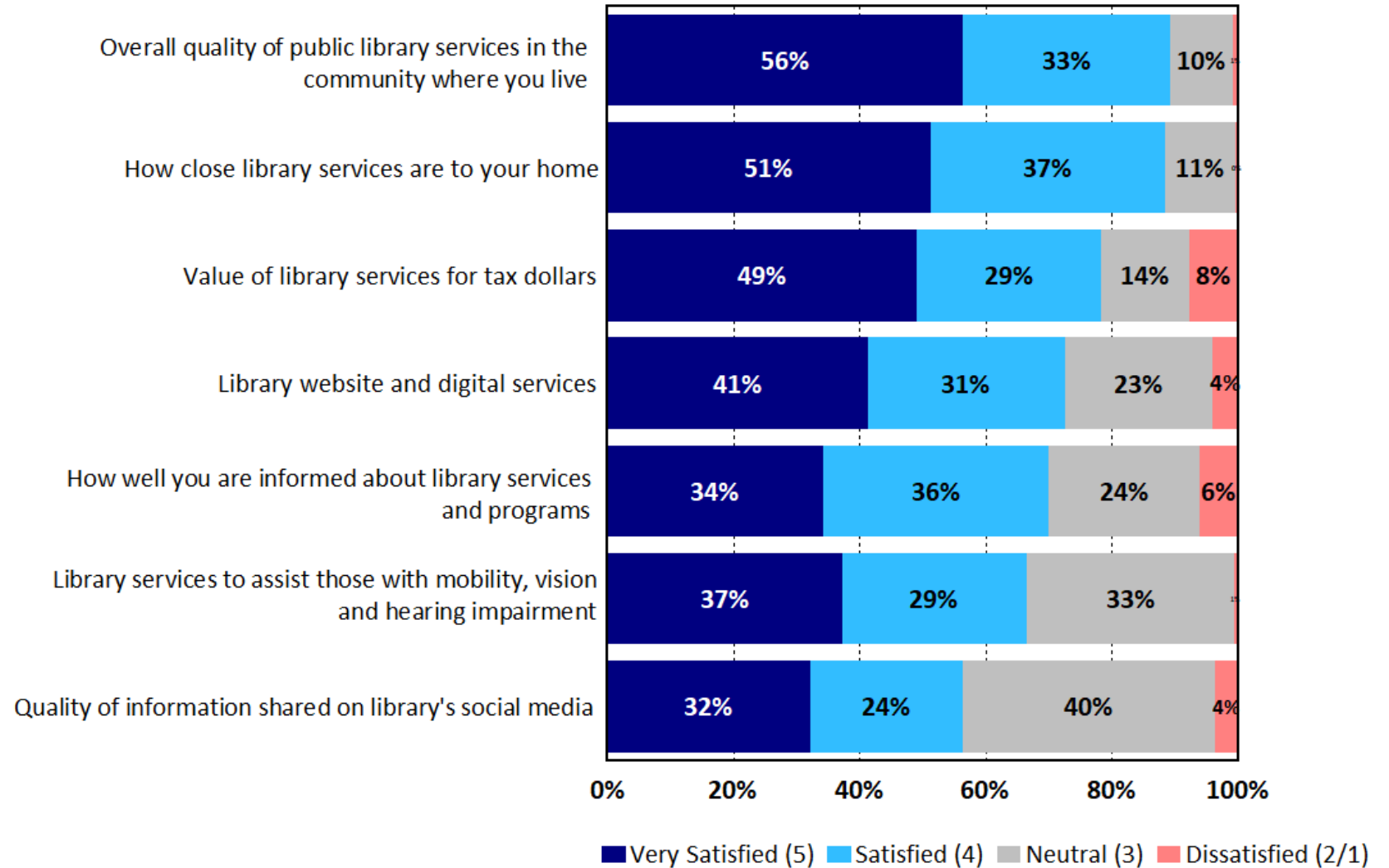
by percentage of respondents (excluding "don't know")



No fewer than 56% of residents are satisfied with any aspect of the library system

Q18. Satisfaction with the Library System

by percentage of respondents (excluding "don't know")



Topic #3

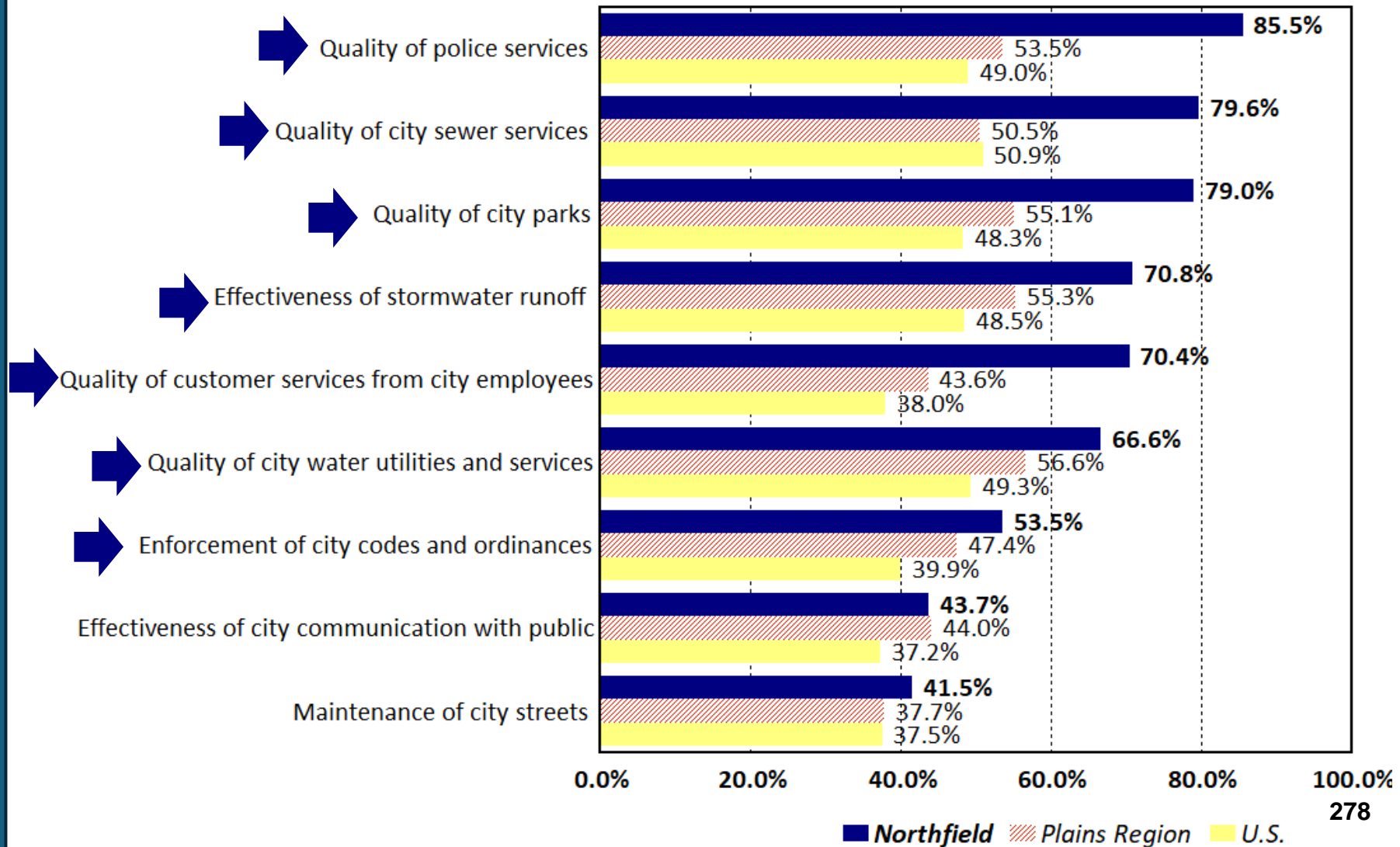
How the City of Northfield Compares to Other Communities

Satisfaction with Major Categories of City Services

Northfield vs. Plains Region vs. the U.S.

by percentage of respondents who rated the item 4 or 5 on a 5-point scale where 5 was "very satisfied" and 1 was "very dissatisfied" (excluding "don't know")

Northfield is setting the standard both regionally and nationally for most of the major categories of services that were assessed

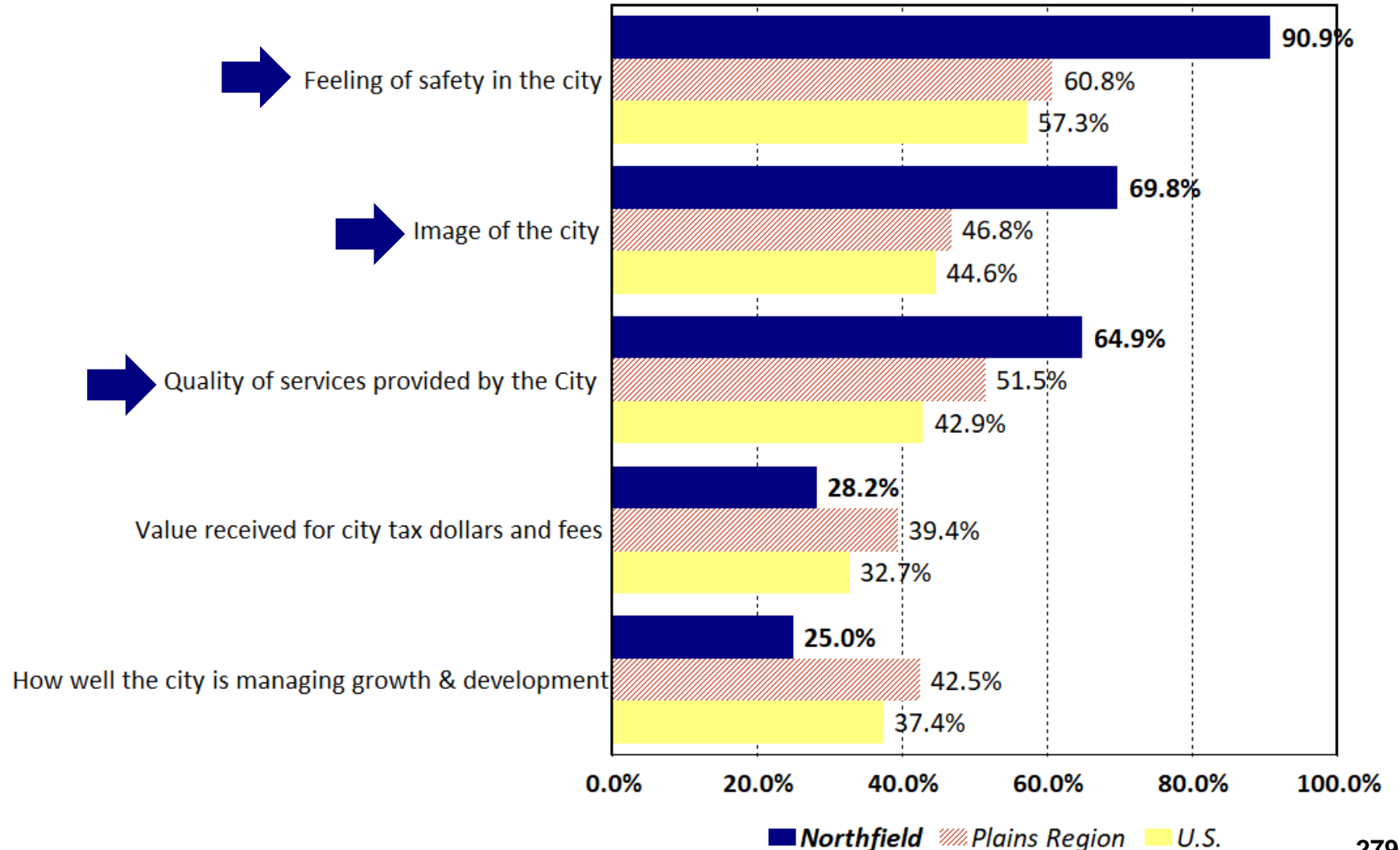


Northfield rated significantly higher than the regional and national averages for feeling of safety, image of the city and quality of services provided

Satisfaction with Perception of the City

Northfield vs. Plains Region vs. the U.S.

by percentage of respondents who rated the item 4 or 5 on a 5-point scale where 5 was "very satisfied" and 1 was "very dissatisfied" (excluding "don't know")

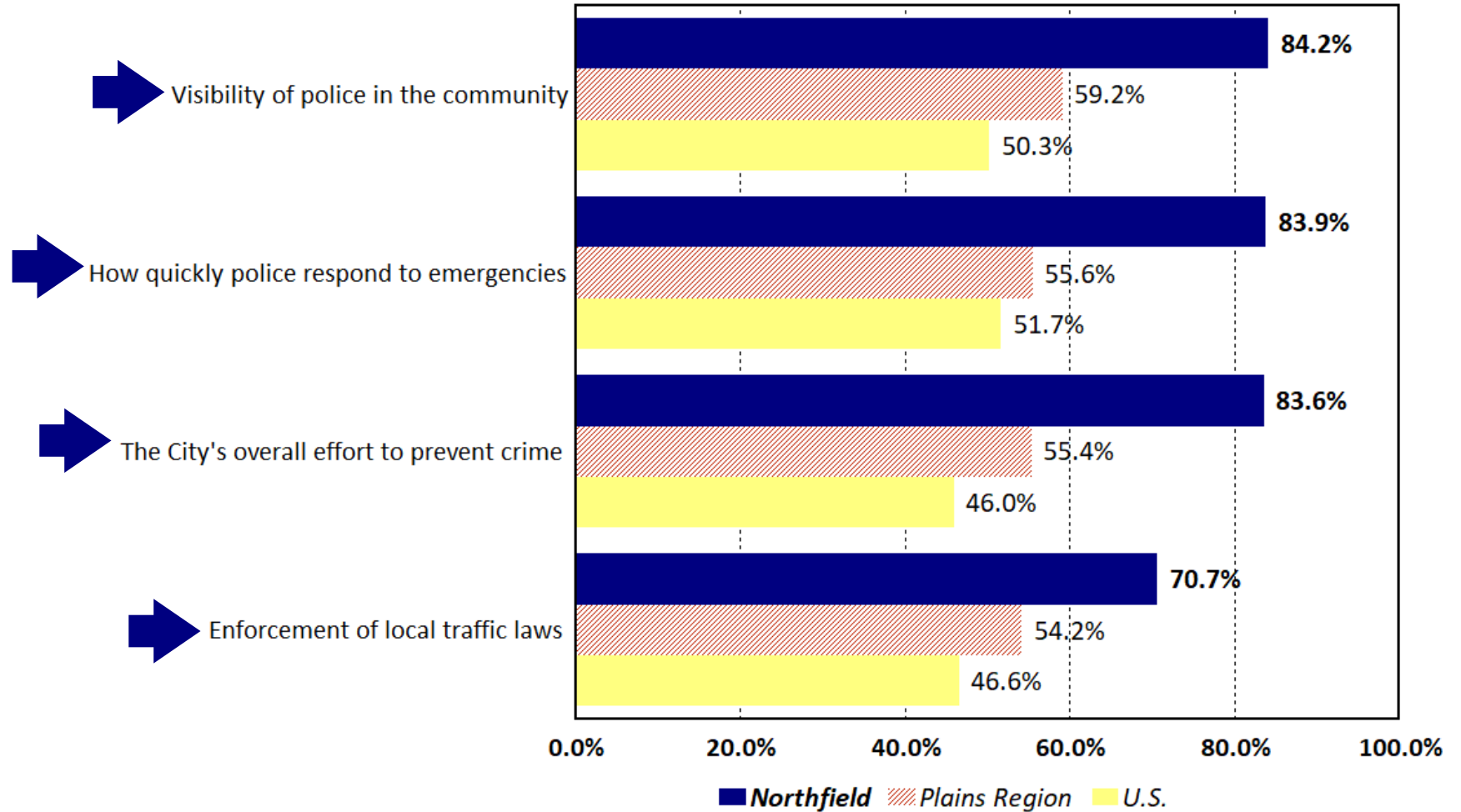


Northfield rated significantly higher than the regional and national averages in all public safety categories that were compared

Satisfaction with Public Safety

Northfield vs. Plains Region vs. the U.S.

by percentage of respondents who rated the item 4 or 5 on a 5-point scale where 5 was "very satisfied" and 1 was "very dissatisfied" (excluding "don't know")

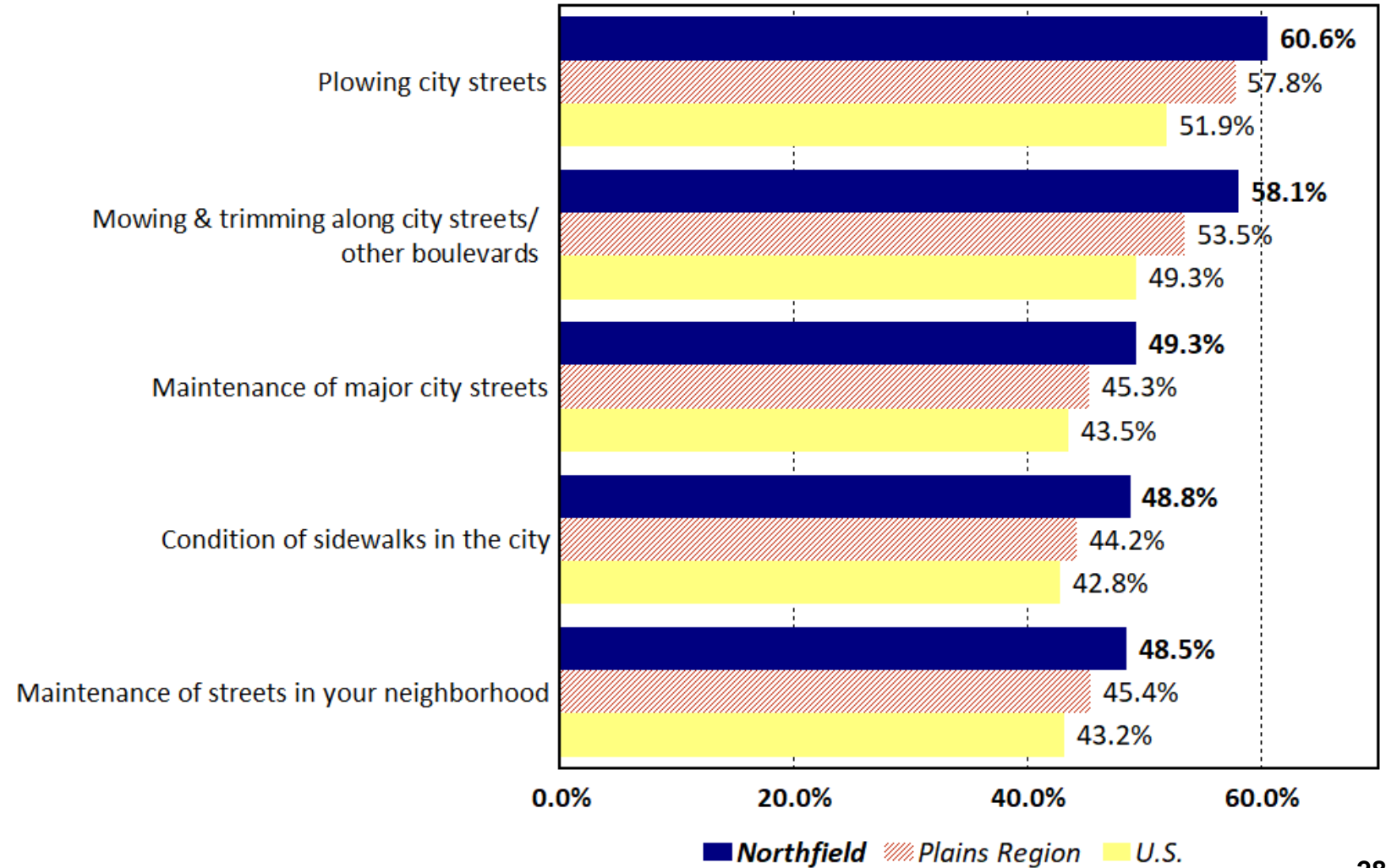


The City rated higher than the regional and national averages in all areas pertaining to City streets/sidewalks

Satisfaction with City Streets/Sidewalks

Northfield vs. Plains Region vs. the U.S.

by percentage of respondents who rated the item 4 or 5 on a 5-point scale where 5 was "very satisfied" and 1 was "very dissatisfied" (excluding "don't know")



Topic #4

Investment Priorities

Priorities for Major Categories of City Services

Importance-Satisfaction Rating

City of Northfield, MN

Major City Services

Service	Most Important %	Most Important Rank	Satisfaction %	Satisfaction Rank	Importance-Satisfaction Rating	I-S Rating Rank
Very High Priority (IS >.20)						
Effectiveness of city economic development efforts	65%	1	24%	10	0.4968	1
Maintenance of city streets	63%	2	42%	9	0.3691	2
Effectiveness of city communication with public	47%	3	44%	8	0.2646	3
High Priority (IS .10-.20)						
None						
Medium Priority (IS <.10)						
Quality of city water utilities and services	28%	4	67%	6	0.0919	4
Enforcement of city codes and ordinances	15%	6	54%	7	0.0693	5
Quality of city parks	22%	5	79%	3	0.0456	6
Quality of customer services from city employees	11%	8	70%	5	0.0317	7
Effectiveness of stormwater runoff	8%	9	71%	4	0.0219	8
Quality of police services	13%	7	86%	1	0.0190	9
Quality of city sewer services	3%	10	80%	2	0.0065	10

There were no high priorities for Public Safety Services

Importance-Satisfaction Rating

City of Northfield, MN

Public Safety



Service	Most Important %	Most Important Rank	Satisfaction %	Satisfaction Rank	Importance-Satisfaction Rating	I-S Rating Rank
Medium Priority (IS <.10)						
The City's overall effort to prevent crime	44%	1	84%	5	0.0728	1
Enforcement of local traffic laws	25%	4	71%	6	0.0727	2
Level of trust in the police department	27%	3	85%	2	0.0417	3
Visibility of police in the community	23%	5	84%	3	0.0359	4
How quickly police respond to emergencies	17%	6	84%	4	0.0267	5
Overall sense of safety in the community	33%	2	93%	1	0.0231	6

Priorities for City Parks

Importance-Satisfaction Rating

City of Northfield, MN

Parks

Service	Most Important %	Most Important Rank	Satisfaction %	Satisfaction Rank	Importance-Satisfaction Rating	I-S Rating Rank
High Priority (IS .10-.20)						
Appearance & maintenance of existing city parks, recreational facilities & trails	58%	1	72%	3	0.1647	1 
Quality of park facilities	54%	2	79%	1	0.1159	2 
Medium Priority (IS <.10)						
Park shelter rental availability & restroom accessibility	22%	4	56%	4	0.0992	3
Quality of outdoor athletic facilities	25%	3	72%	2	0.0692	4

Priorities for Community Outreach

Importance-Satisfaction Rating

City of Northfield, MN

Community Outreach



Service	Most Important %	Most Important Rank	Satisfaction %	Satisfaction Rank	Importance-Satisfaction Rating	I-S Rating Rank
Very High Priority (IS >.20)						
Level of public involvement in local decision making	57%	1	23%	6	0.4351	1
Efforts to keep public informed about local issues	52%	2	35%	3	0.3359	2
High Priority (IS .10-.20)						
Availability of information with city programs & services	25%	3	45%	1	0.1343	3
Timeliness of information provided by the City	19%	4	31%	4	0.1303	4
Medium Priority (IS <.10)						
City email information update service	12%	5	27%	5	0.0900	5
Quality of City's website & social media	11%	6	39%	2	0.0648	6

Priorities for City Streets/ Sidewalks

Importance-Satisfaction Rating

City of Northfield, MN

City Streets/Sidewalks

Service	Most Important %	Most Important Rank	Satisfaction %	Satisfaction Rank	Importance-Satisfaction Rating	I-S Rating Rank
<u>Very High Priority (IS >.20)</u>						
Maintenance of major city streets	52%	1	49%	3	0.2631	1 
Maintenance of streets in your neighborhood	40%	2	49%	5	0.2060	2 
<u>High Priority (IS .10-.20)</u>						
Condition of sidewalks in the city	34%	3	49%	4	0.1761	3
Plowing city streets	34%	4	61%	1	0.1344	4
<u>Medium Priority (IS <.10)</u>						
Mowing & trimming along city streets/other boulevards	15%	5	58%	2	0.0616	5

Priorities for Code Enforcement

Importance-Satisfaction Rating City of Northfield, MN Code Enforcement

Service	Most Important %	Most Important Rank	Satisfaction %	Satisfaction Rank	Importance-Satisfaction Rating	I-S Rating Rank
Very High Priority (IS >.20)						
Addressing concerns about material, garbage, recyclables, furniture, machinery	41%	1	32%	5	0.2773	1 ←
High Priority (IS .10-.20)						
Enforcing mowing & trimming of grass, weeds, & vegetation on private property	29%	2	38%	4	0.1832	2 ←
Responding to reports of dangerous/unpermitted building	17%	4	31%	6	0.1135	3
Responding to noise concerns or complaints	21%	3	52%	1	0.1021	4
Medium Priority (IS <.10)						
Enforcement of animal regulations	15%	5	51%	2	0.0759	5
Enforcing parking	13%	6	49%	3	0.0654	6

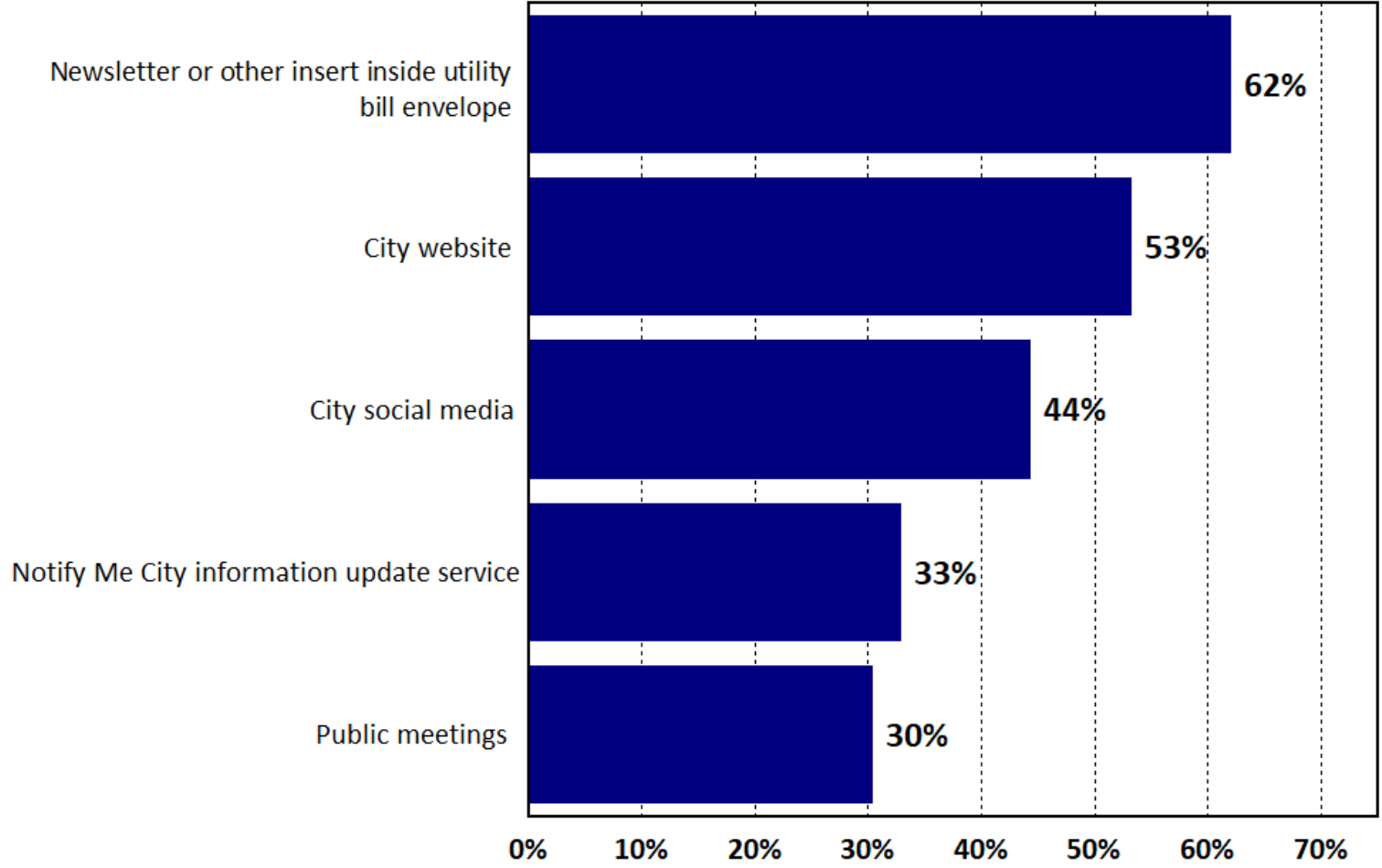
Topic #5

Other Findings

Residents most prefer a newsletter/utility bill insert and the City's website to receive news and information about Northfield

Q8. Which of the following would be your preferred way(s) to receive news and information about City programs, projects, services, and events?

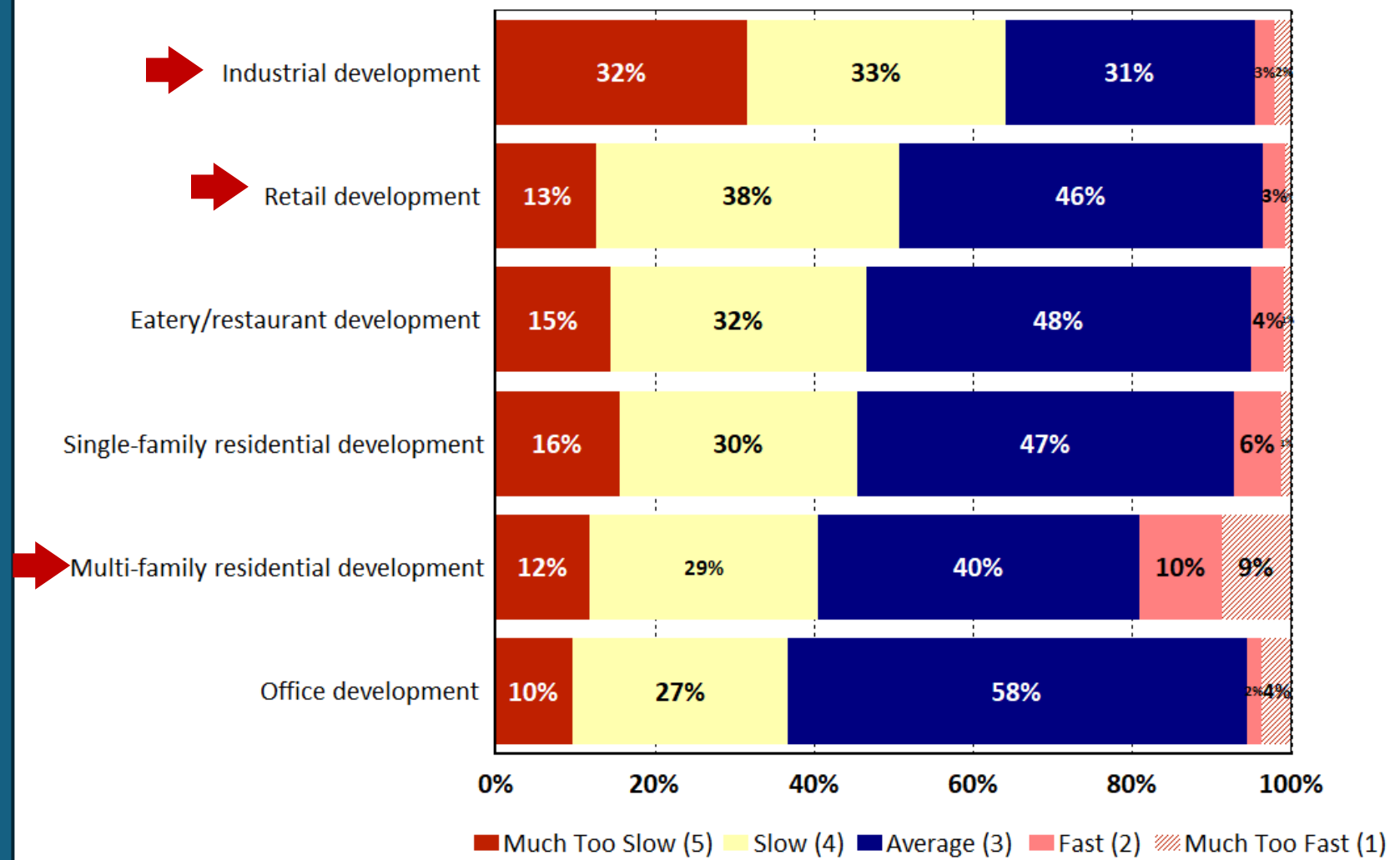
by percentage of respondents (multiple selections could be made)



Residents believe the current pace of industrial and retail development is too slow, while multi-family residential development is too fast

Q15. Perceptions of the Current Pace of Development in the Following Areas

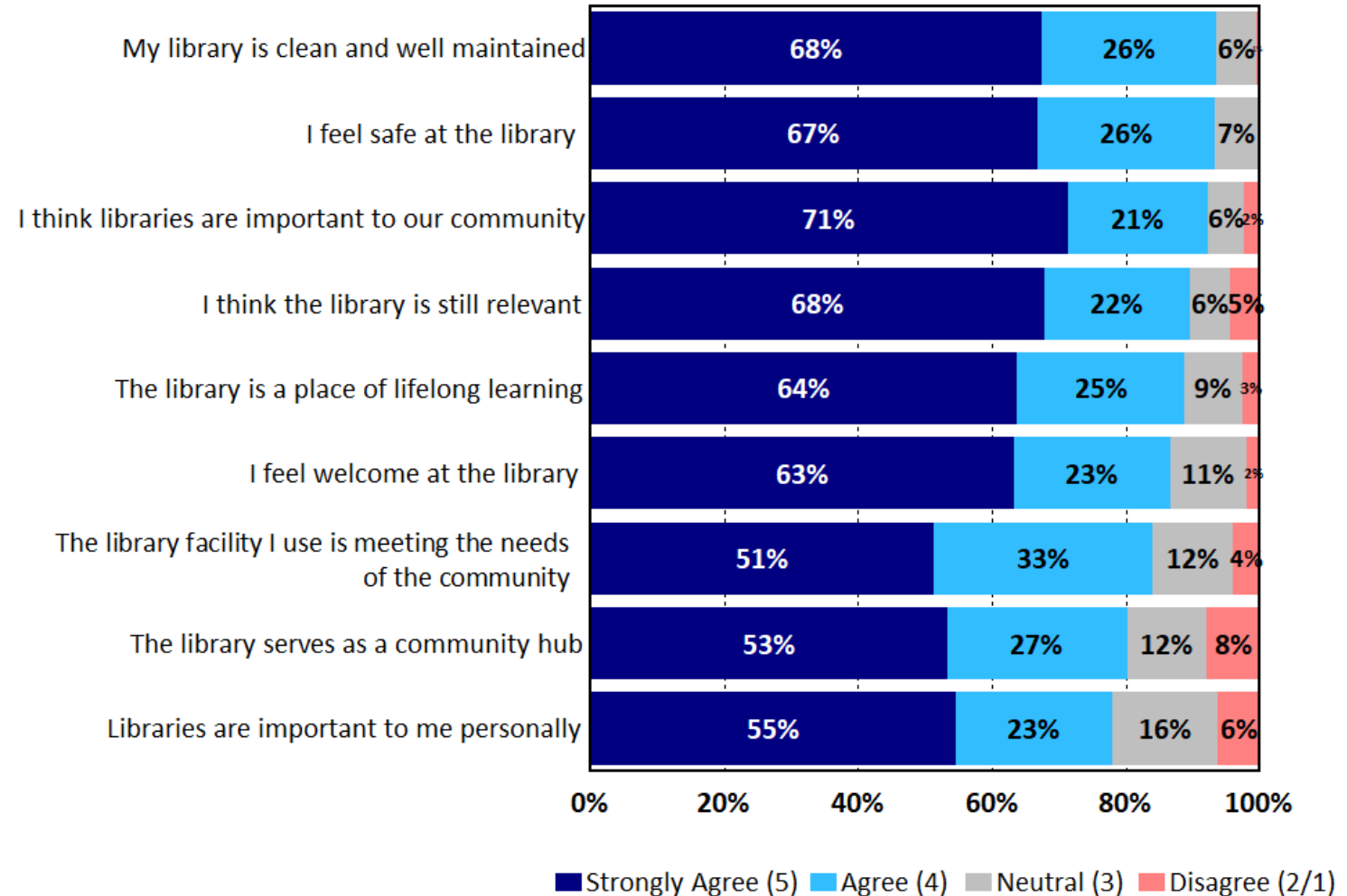
by percentage of respondents (excluding "don't know")



Residents are in agreement with various positive statements about the library

Q17. Level of Agreement with the Following Statements Regarding the Library

by percentage of respondents (excluding "don't know")



Summary

- **Residents are generally satisfied with major City services and perceptions of Northfield**
 - Residents are most satisfied with police services (86%), sewer services (80%), and City parks (79%)
 - Residents gave high ratings for overall feeling of safety in the City (91%), quality of life (79%), and appearance of residential property (71%).
- **Northfield rated significantly higher than the Plains regional and U.S. averages in several categories of City services and perceptions that were assessed**
 - Areas in which the City is setting the standard compared to other communities include: police services, sewer services, City parks, feeling of safety, image of the City, and overall quality of services provided

Summary (Cont.)

- **Priorities for Investment – Major City Services**
 - Effectiveness of City economic efforts
 - Maintenance of City streets
 - Effectiveness of City communication with the public

Questions?

THANK YOU



2026 Northfield, MN Community Survey Findings Report

Presented to the City of
Northfield, Minnesota

March 2026



ETC
INSTITUTE **296**

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Executive Summary

2026 Northfield, MN Community Survey

Executive Summary



Purpose

ETC Institute administered a community survey for the City of Northfield during January and February of 2026. The survey was conducted as part of the City's effort to gather resident opinions and feedback on programs and services. The results of the survey will be used to help the City improve existing programs and determine future needs of residents in the City. This is the first community survey ETC Institute has administered for the City of Northfield.

Methodology

A five-page survey was mailed to a random sample of households throughout the City of Northfield. The mailed survey included a postage-paid return envelope and a cover letter. The cover letter explained the purpose of the survey, encouraged residents to return their surveys in the mail, and provided a link to an online survey for those who preferred to complete the survey over the internet. The online survey was provided in both English and Spanish.

Approximately 10 days after the surveys were mailed, residents who were part of the random sample received a follow-up message to encourage participation. To prevent people who were not residents of Northfield from participating, everyone who completed the survey online was required to enter their home address prior to submitting the survey. ETC Institute then matched the addresses that were entered online with the addresses that were originally selected from the random sample. If the address from a survey completed online did not match one of the addresses selected for the sample, the online survey was not counted.

The goal was to receive at least 400 completed surveys. This goal was met, with a total of 428 households responding to the survey. The results for the random sample of 428 households have a 95% level of confidence with a precision of at least +/- 4.7%.

Interpretation of “Don’t Know” Responses. The percentage of “don’t know” responses has been excluded from many of the graphs in this report to assess satisfaction with residents who had used City services and to facilitate valid comparisons with other communities in the benchmarking analysis. Since the number of “don’t know” responses often reflects the utilization and awareness of City services, the percentage of “don’t know” responses has been included in the tabular data in Section 4 of this report. When the “don’t know” responses have been excluded, the text of this report will indicate that the responses have been excluded with the phrase “who had an opinion.”

This report contains the following:

- a summary of the methodology for administering the survey and major findings
- charts showing the overall results of the survey (Section 1)

2026 Northfield, MN Community Survey

Executive Summary



- benchmarking data that show how the results for the City of Northfield compare to results in the Plains Region and across the U.S. (Section 2)
- Importance-Satisfaction analysis that identifies priorities for investment (Section 3)
- tabular data showing the overall results for all questions on the survey (Section 4)
- a copy of the cover letter and survey instrument (Section 5)

Overall Satisfaction with City Services

The major categories of City services that had the highest levels of satisfaction, based upon the combined percentage of “very satisfied” and “satisfied” responses among residents *who had an opinion*, were: quality of police services (86%), quality of city sewer services (80%), quality of city parks (79%), and effectiveness of stormwater runoff (71%).

Based on the sum of their top three choices, the City services that residents thought should receive the most emphasis over the next two years were: 1) effectiveness of city economic development efforts, 2) maintenance of city streets, and 3) effectiveness of city communication with the public.

Perception of the City

Ninety-one percent (91%) of the residents surveyed, *who had an opinion*, are either “very satisfied” or “satisfied” with the feeling of safety in the city; 79% were satisfied with the quality of life in Northfield, and 71% are satisfied with the appearance of residential property.

Satisfaction with Specific City Services

Public Safety. The highest levels of satisfaction with public safety services, based upon the combined percentage of “very satisfied” and “satisfied” responses among residents *who had an opinion*, were: overall sense of safety in the community (93%), level of trust in the police department (85%), and visibility of police in the community (84%).

Based on the sum of their top two choices, the public safety services that residents thought should receive the most emphasis over the next two years were: 1) the City’s overall effort to prevent crime and 2) overall sense of safety in the community.

Parks. The highest levels of satisfaction with the city’s parks, based upon the combined percentage of “very satisfied” and “satisfied” responses among residents *who had an opinion*, were: quality of park facilities (79%) and quality of outdoor athletic facilities (72%).

Based on the sum of their top two choices, the parks services that residents thought should receive the most emphasis over the next two years were: 1) appearance and maintenance of existing city parks, recreational facilities and trails and 2) quality of park facilities.

2026 Northfield, MN Community Survey

Executive Summary



Community Outreach. The highest levels of satisfaction with community outreach, based upon the combined percentage of “very satisfied” and “satisfied” responses among residents *who had an opinion*, were: availability of information with city programs and services (45%), quality of the city’s website and social media (39%) and city efforts to keep the public informed about local issues (35%).

Based on the sum of their top two choices, the community outreach items that residents thought should receive the most emphasis over the next two years were: 1) level of public involvement in local decision making and 2) city efforts to keep the public informed about local issues.

City Streets/Sidewalks. The highest levels of satisfaction with city streets and sidewalks, based upon the combined percentage of “very satisfied” and “satisfied” responses among residents *who had an opinion*, were: plowing city streets (61%) and mowing and trimming along city streets/other boulevards (58%).

Based on the sum of their top two choices, the street related items that residents thought should receive the most emphasis over the next two years were: 1) maintenance of major city streets and 2) maintenance of neighborhood streets.

Code Enforcement. The highest levels of satisfaction with code enforcement services, based upon the combined percentage of “very satisfied” and “satisfied” responses among residents *who had an opinion*, were: responding to noise concerns or complaints (52%), enforcement of animal regulations (51%), and enforcing parking (49%).

Based on the sum of their top two choices, the code enforcement services that residents thought should receive the most emphasis over the next two years were: 1) addressing concerns about material/garbage/recyclables/furniture/machinery and 2) enforcing mowing and trimming of grass, weeds, and vegetation on private property.

Library System. The highest levels of satisfaction with Northfield’s library system, based upon the combined percentage of “very satisfied” and “satisfied” responses among residents *who had an opinion*, were: overall quality of public library services in the community where residents live (89%), how close library services are to home (89%), and value of library services for tax dollars (78%).

Other Findings

- Sixty-two percent (62%) of residents indicated their preferred way to receive news and information about City programs, projects, services, and events is through a newsletter or other insert inside the utility bill envelope. Fifty-three percent (53%) prefer to receive news and information through the City website. *Multiple selections could be made for this question.*
- Residents were asked their opinion about the current pace of development in various areas. Sixty-four percent (64%), *who had an opinion*, thought the pace of industrial development was “much too slow” or “slow.” Nineteen percent (19%) of respondents thought the pace of multi-family residential development was “fast” or “much too fast.”

2026 Northfield, MN Community Survey

Executive Summary



- Forty-two percent (42%) of residents surveyed indicated they had called, emailed, or visited the City with a question or to report a problem or complaint during the past year. Of those, 81% thought it was “very easy” or “somewhat easy” to contact the person they needed to reach. When asked about the quality of customer service they received from the City employees who were contacted, 96% *who had an opinion* indicated employees were “always” or “sometimes” courteous and polite, and 85% indicated employees “always” or “sometimes” gave prompt, accurate, and complete answers in response to questions/concerns.

2026 Northfield, MN Community Survey

Executive Summary



How the City of Northfield Compares to Other Communities Nationally

Satisfaction levels for Northfield **rated the same or higher than the U.S. average in 23 of the 29 areas** that were assessed. The City rated significantly higher than the U.S. average (difference of 5% or more) in 21 of these areas. Listed below are the comparisons between Northfield and the U.S. average:

Service	Northfield	U.S.	Difference	Category
The City's overall effort to prevent crime	83.6%	46.0%	37.6%	Public Safety
Quality of police services	85.5%	49.0%	36.5%	Major Categories of City Services
Visibility of police in the community	84.2%	50.3%	33.9%	Public Safety
Feeling of safety in the city	90.9%	57.3%	33.6%	Perception of the City
Quality of customer services from city employees	70.4%	38.0%	32.4%	Major Categories of City Services
How quickly police respond to emergencies	83.9%	51.7%	32.2%	Public Safety
Quality of city parks	79.0%	48.3%	30.7%	Major Categories of City Services
Quality of city sewer services	79.6%	50.9%	28.7%	Major Categories of City Services
Image of the city	69.8%	44.6%	25.2%	Perception of the City
Enforcement of local traffic laws	70.7%	46.6%	24.1%	Public Safety
Effectiveness of stormwater runoff	70.8%	48.5%	22.3%	Major Categories of City Services
Quality of services provided by the City	64.9%	42.9%	22.0%	Perception of the City
Quality of city water utilities and services	66.6%	49.3%	17.3%	Major Categories of City Services
Enforcement of city codes and ordinances	53.5%	39.9%	13.6%	Major Categories of City Services
Mowing & trimming along city streets/other boulevards	58.1%	49.3%	8.8%	City Streets/Sidewalks
Plowing city streets	60.6%	51.9%	8.7%	City Streets/Sidewalks
Effectiveness of city communication with public	43.7%	37.2%	6.5%	Major Categories of City Services
Condition of sidewalks in the city	48.8%	42.8%	6.0%	City Streets/Sidewalks
Maintenance of major city streets	49.3%	43.5%	5.8%	City Streets/Sidewalks
Maintenance of streets in your neighborhood	48.5%	43.2%	5.3%	City Streets/Sidewalks
Enforcement of animal regulations	50.7%	45.7%	5.0%	Code Enforcement
Maintenance of city streets	41.5%	37.5%	4.0%	Major Categories of City Services
Availability of info with city programs & services	45.2%	44.1%	1.1%	Community Outreach
Value received for city tax dollars and fees	28.2%	32.7%	-4.5%	Perception of the City
Enforcing mowing & trimming of grass, weeds, & vegetation on private property	37.7%	43.1%	-5.4%	Code Enforcement
Efforts to keep public informed about local issues	34.9%	42.0%	-7.1%	Community Outreach
Timeliness of information provided by the City	31.4%	42.3%	-10.9%	Community Outreach
Level of public involvement in local decision making	23.4%	34.7%	-11.3%	Community Outreach
How well the city is managing growth & development	25.0%	37.4%	-12.4%	Perception of the City

2026 Northfield, MN Community Survey

Executive Summary



How the City of Northfield Compares to Other Communities in the Region

Satisfaction levels for Northfield **rated the same or higher than the Plains regional average in 22 of the 29 areas** that were assessed. The City rated significantly higher than the Plains Region (difference of 5% or more) in 15 of these areas. Listed below are the comparisons between Northfield and the Plains regional average:

Service	Northfield	Plains Region	Difference	Category
Quality of police services	85.5%	53.5%	32.0%	Major Categories of City Services
Feeling of safety in the city	90.9%	60.8%	30.1%	Perception of the City
Quality of city sewer services	79.6%	50.5%	29.1%	Major Categories of City Services
How quickly police respond to emergencies	83.9%	55.6%	28.3%	Public Safety
The City's overall effort to prevent crime	83.6%	55.4%	28.2%	Public Safety
Quality of customer services from city employees	70.4%	43.6%	26.8%	Major Categories of City Services
Visibility of police in the community	84.2%	59.2%	25.0%	Public Safety
Quality of city parks	79.0%	55.1%	23.9%	Major Categories of City Services
Image of the city	69.8%	46.8%	23.0%	Perception of the City
Enforcement of local traffic laws	70.7%	54.2%	16.5%	Public Safety
Effectiveness of stormwater runoff	70.8%	55.3%	15.5%	Major Categories of City Services
Quality of services provided by the City	64.9%	51.5%	13.4%	Perception of the City
Quality of city water utilities and services	66.6%	56.6%	10.0%	Major Categories of City Services
Enforcement of city codes and ordinances	53.5%	47.4%	6.1%	Major Categories of City Services
Enforcement of animal regulations	50.7%	45.7%	5.0%	Code Enforcement
Condition of sidewalks in the city	48.8%	44.2%	4.6%	City Streets/Sidewalks
Mowing & trimming along city streets/other boulevards	58.1%	53.5%	4.6%	City Streets/Sidewalks
Maintenance of major city streets	49.3%	45.3%	4.0%	City Streets/Sidewalks
Maintenance of city streets	41.5%	37.7%	3.8%	Major Categories of City Services
Maintenance of streets in your neighborhood	48.5%	45.4%	3.1%	City Streets/Sidewalks
Plowing city streets	60.6%	57.8%	2.8%	City Streets/Sidewalks
Availability of info with city programs & services	45.2%	43.7%	1.5%	Community Outreach
Effectiveness of city communication with public	43.7%	44.0%	-0.3%	Major Categories of City Services
Enforcing mowing & trimming of grass, weeds, & vegetation on private property	37.7%	43.3%	-5.6%	Code Enforcement
Level of public involvement in local decision making	23.4%	32.3%	-8.9%	Community Outreach
Efforts to keep public informed about local issues	34.9%	44.0%	-9.1%	Community Outreach
Value received for city tax dollars and fees	28.2%	39.4%	-11.2%	Perception of the City
Timeliness of information provided by the City	31.4%	43.4%	-12.0%	Community Outreach
How well the city is managing growth & development	25.0%	42.5%	-17.5%	Perception of the City

2026 Northfield, MN Community Survey Executive Summary



Investment Priorities

Recommended Priorities for the Next Two Years. In order to help the City identify investment priorities for the next two years, ETC Institute conducted an Importance-Satisfaction (I-S) analysis. This analysis examined the importance that residents placed on each City service and the level of satisfaction with each service. By identifying services of high importance and low satisfaction, the analysis identified which services will have the most impact on overall satisfaction with City services over the next two years. If the City wants to improve its overall satisfaction rating, the City should prioritize investments in services with the highest Importance Satisfaction (I-S) ratings. Details regarding the methodology for the analysis are provided in the Section 3 of this report.

Overall Priorities for the City by Major Category. This analysis reviewed the importance of and satisfaction with major categories of City services. This analysis was conducted to help set the overall priorities for the City. Based on the results of this analysis, the major services that are recommended as the top priorities for investment over the next two years in order to raise the City’s overall satisfaction rating are listed below:

- Effectiveness of city economic efforts (I-S Rating = 0.4968)
- Maintenance of city streets (I-S Rating = 0.3691)
- Effectiveness of city communication with the public (I-S Rating = 0.2646)

The table below shows the importance-satisfaction rating for all 10 major categories of City services that were rated.

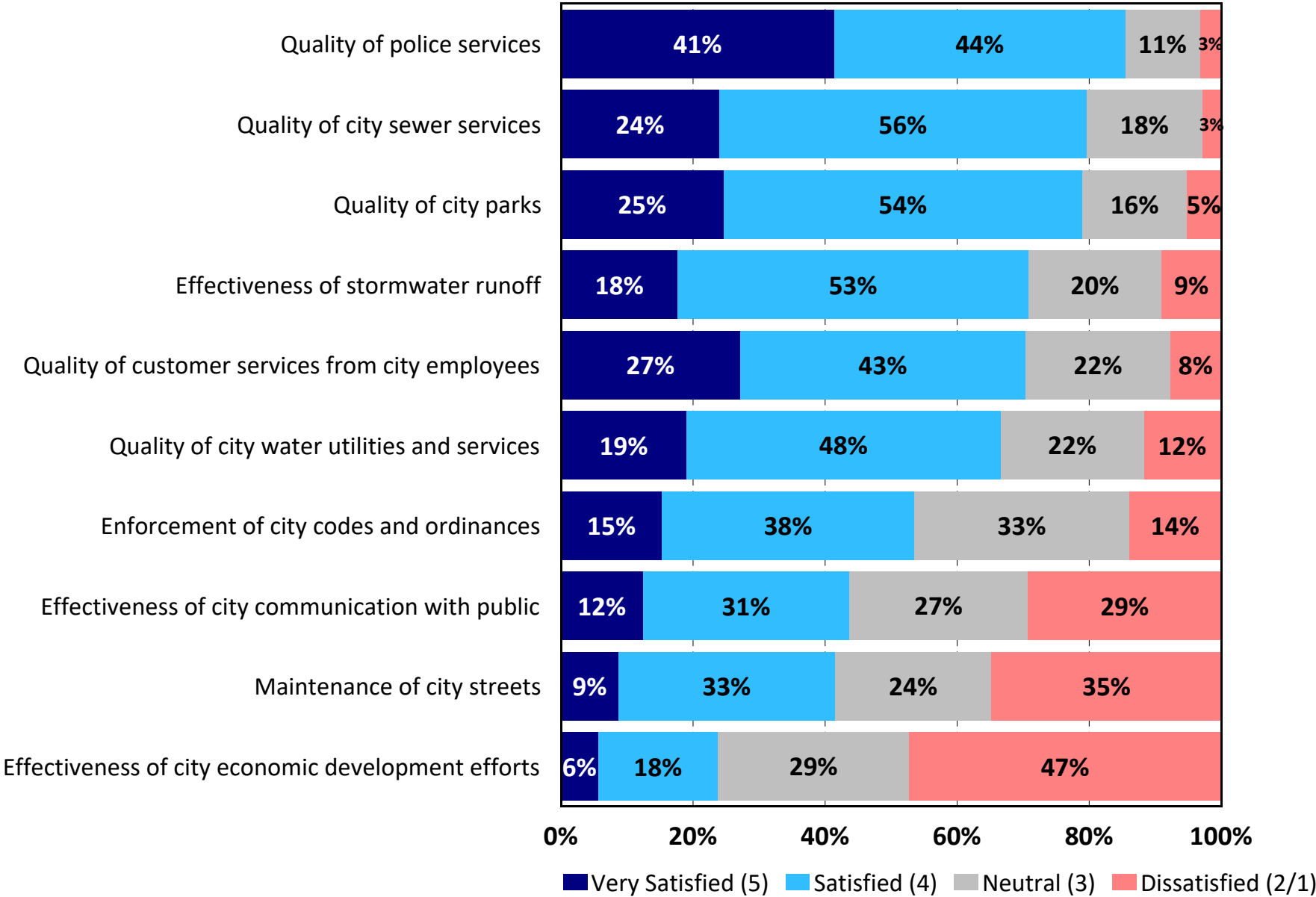
Importance-Satisfaction Rating						
City of Northfield, MN						
Major City Services						
Service	Most Important %	Most Important Rank	Satisfaction %	Satisfaction Rank	Importance-Satisfaction Rating	I-S Rating Rank
Very High Priority (IS > .20)						
Effectiveness of city economic development efforts	65%	1	24%	10	0.4968	1
Maintenance of city streets	63%	2	42%	9	0.3691	2
Effectiveness of city communication with public	47%	3	44%	8	0.2646	3
High Priority (IS .10-.20)						
None						
Medium Priority (IS < .10)						
Quality of city water utilities and services	28%	4	67%	6	0.0919	4
Enforcement of city codes and ordinances	15%	6	54%	7	0.0693	5
Quality of city parks	22%	5	79%	3	0.0456	6
Quality of customer services from city employees	11%	8	70%	5	0.0317	7
Effectiveness of stormwater runoff	8%	9	71%	4	0.0219	8
Quality of police services	13%	7	86%	1	0.0190	9
Quality of city sewer services	3%	10	80%	2	0.0065	10



1 Charts and Graphs

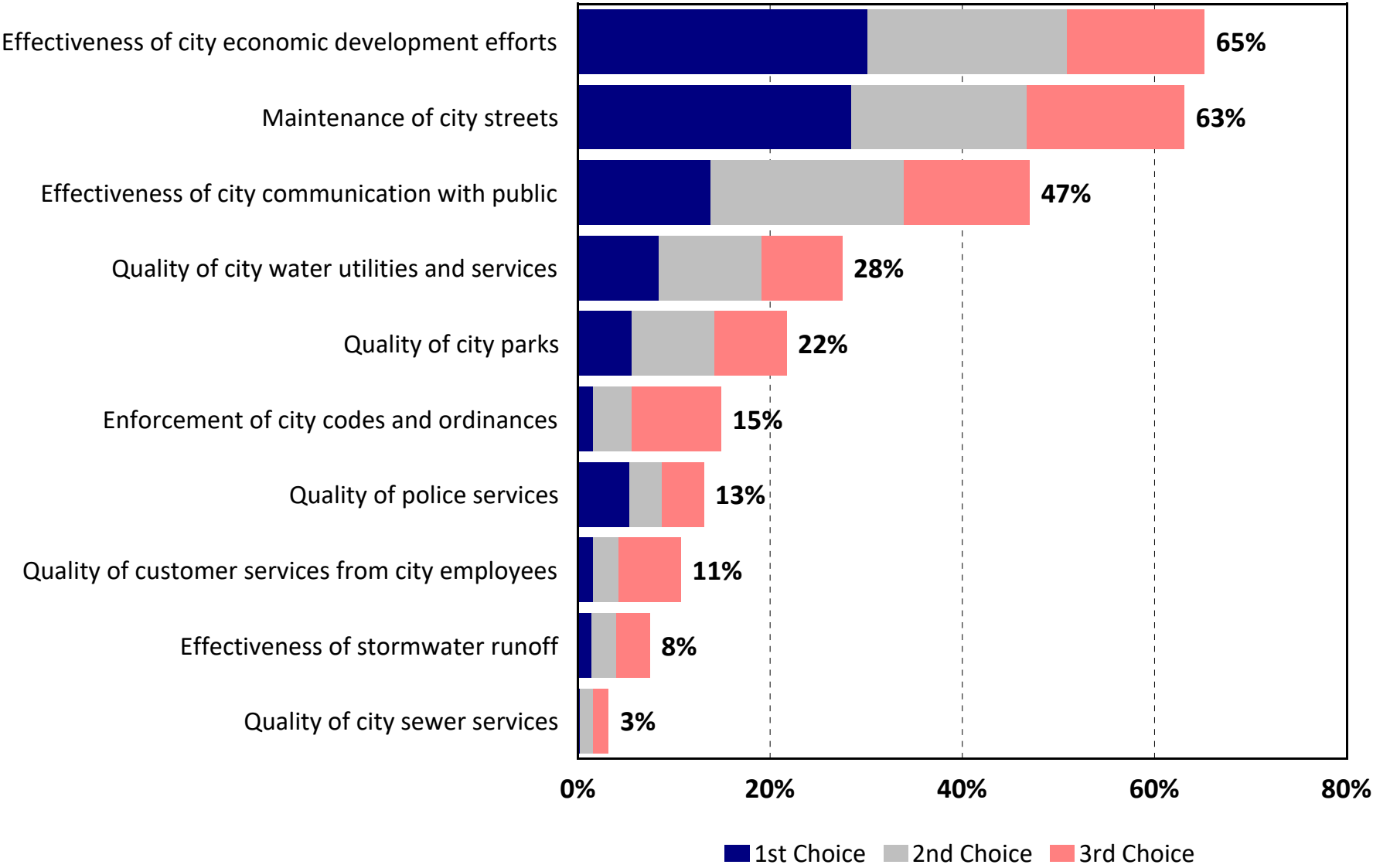
Q1. Satisfaction with Major Categories of Services

by percentage of respondents (excluding "don't know")



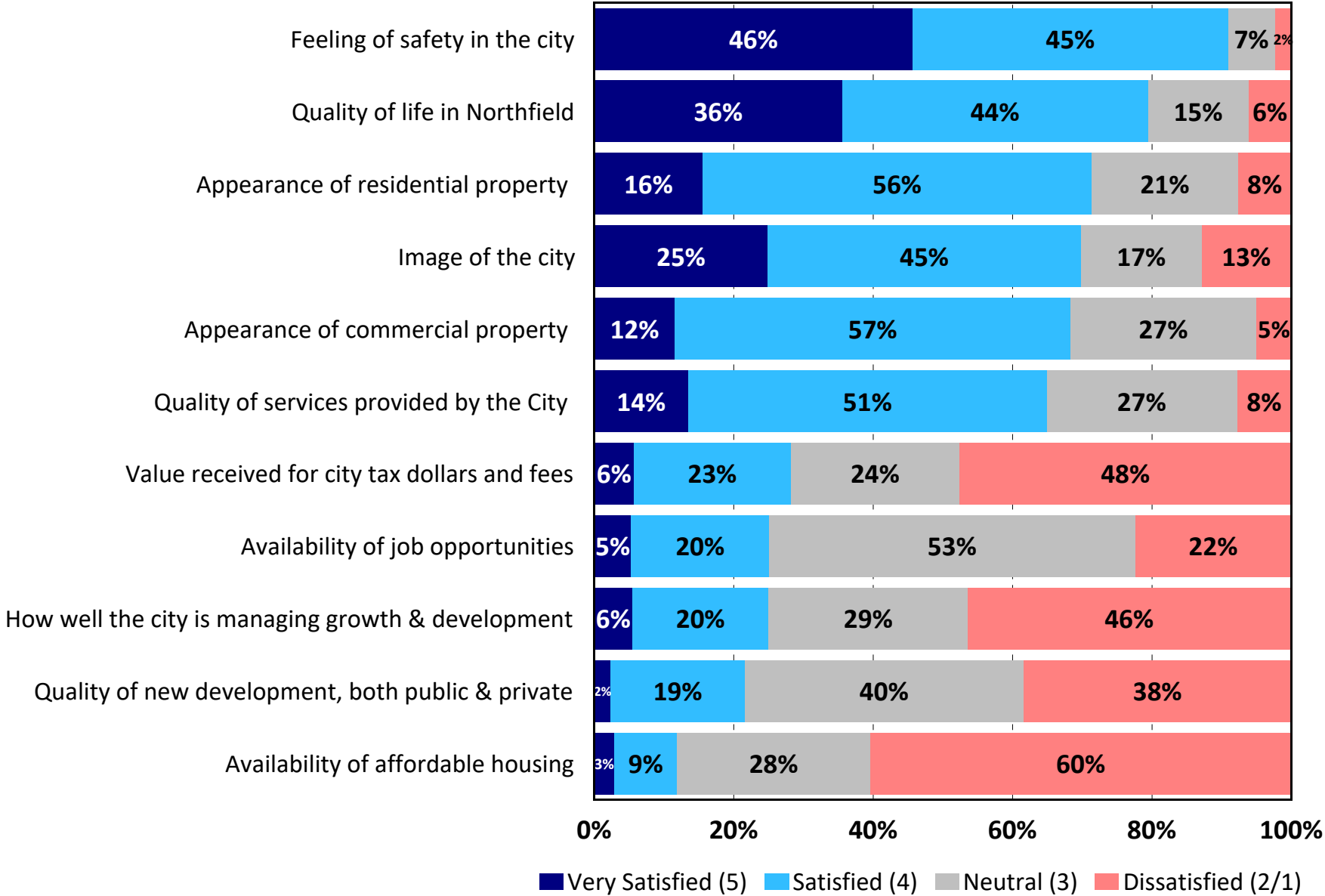
Q2. City Services That Should Receive the Most Emphasis Over the Next Two Years

by percentage of respondents who selected the item as one of their top three choices



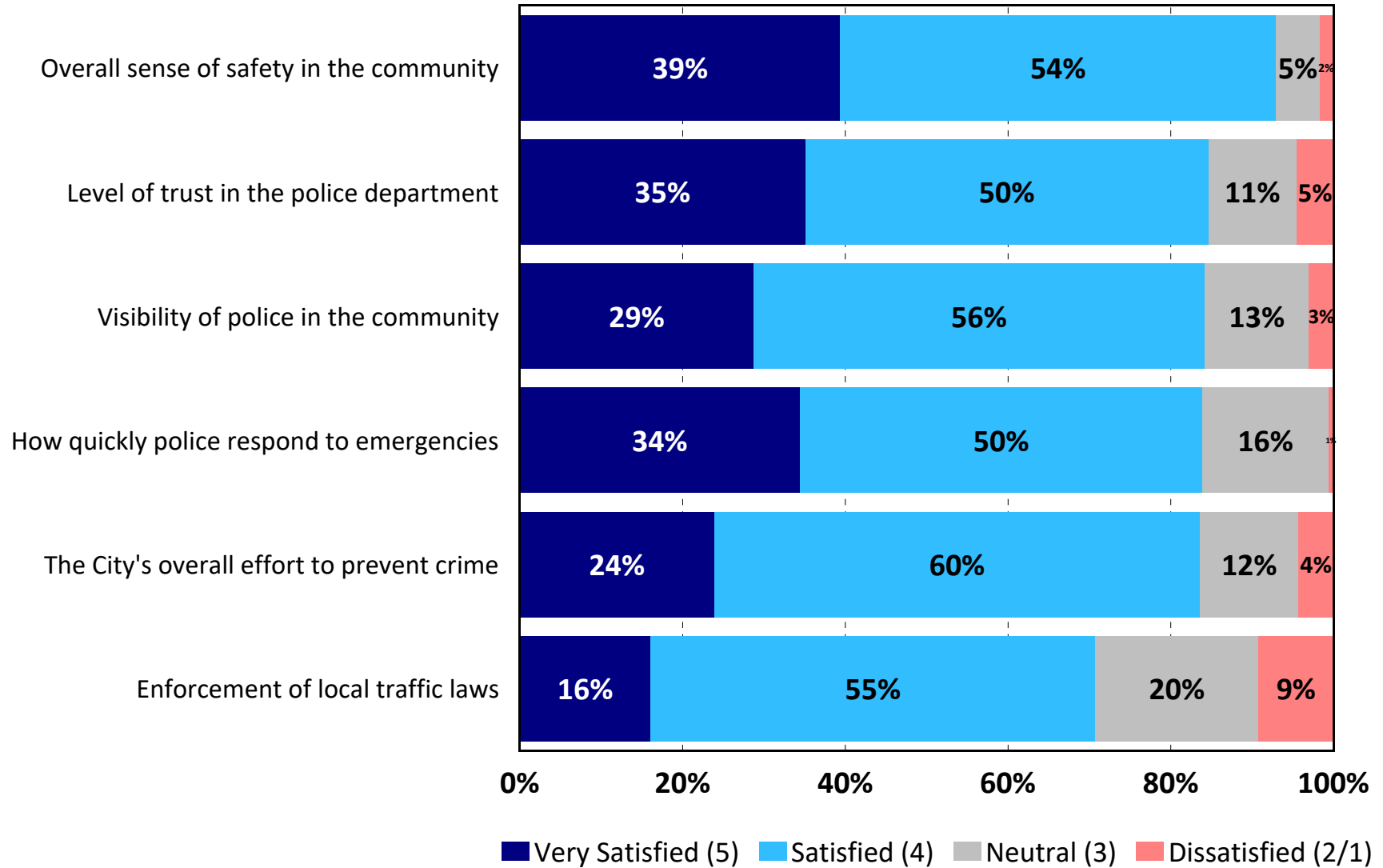
Q3. Satisfaction with Perception of the City

by percentage of respondents (excluding "don't know")



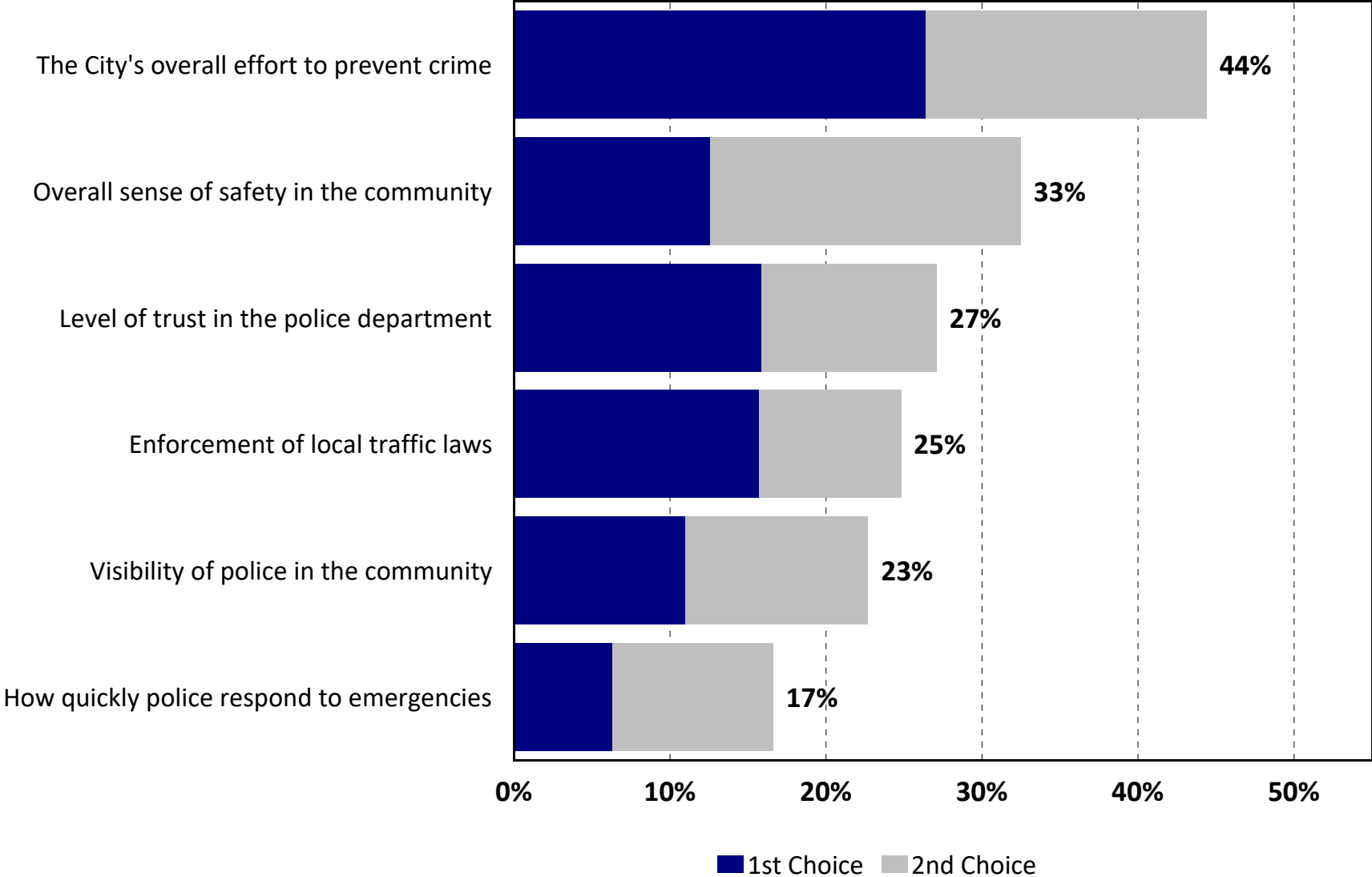
Q4. Satisfaction with Public Safety

by percentage of respondents (excluding "don't know")



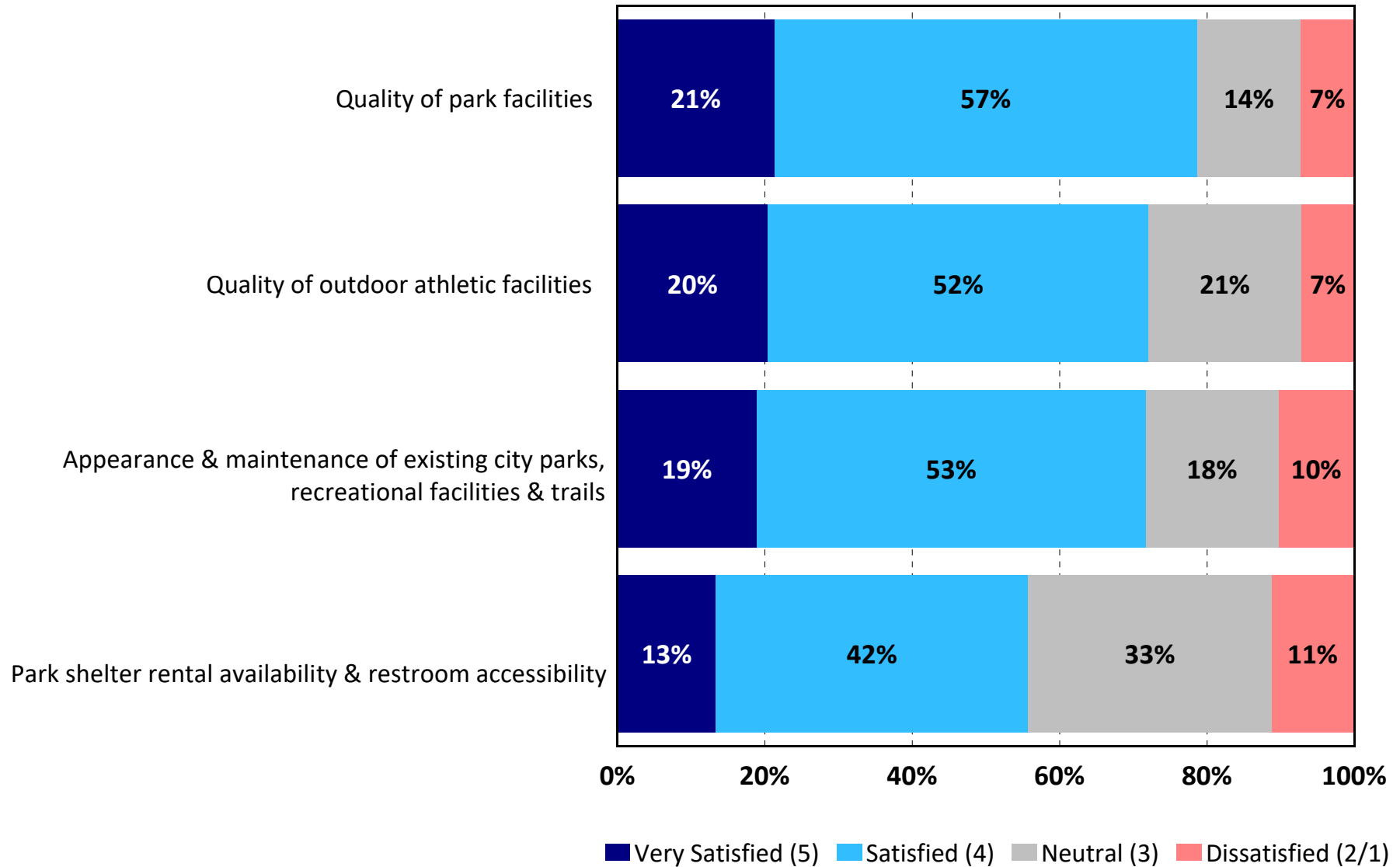
Q5. Public Safety Services That Should Receive the Most Emphasis Over the Next Two Years

by percentage of respondents who selected the item as one of their top two choices



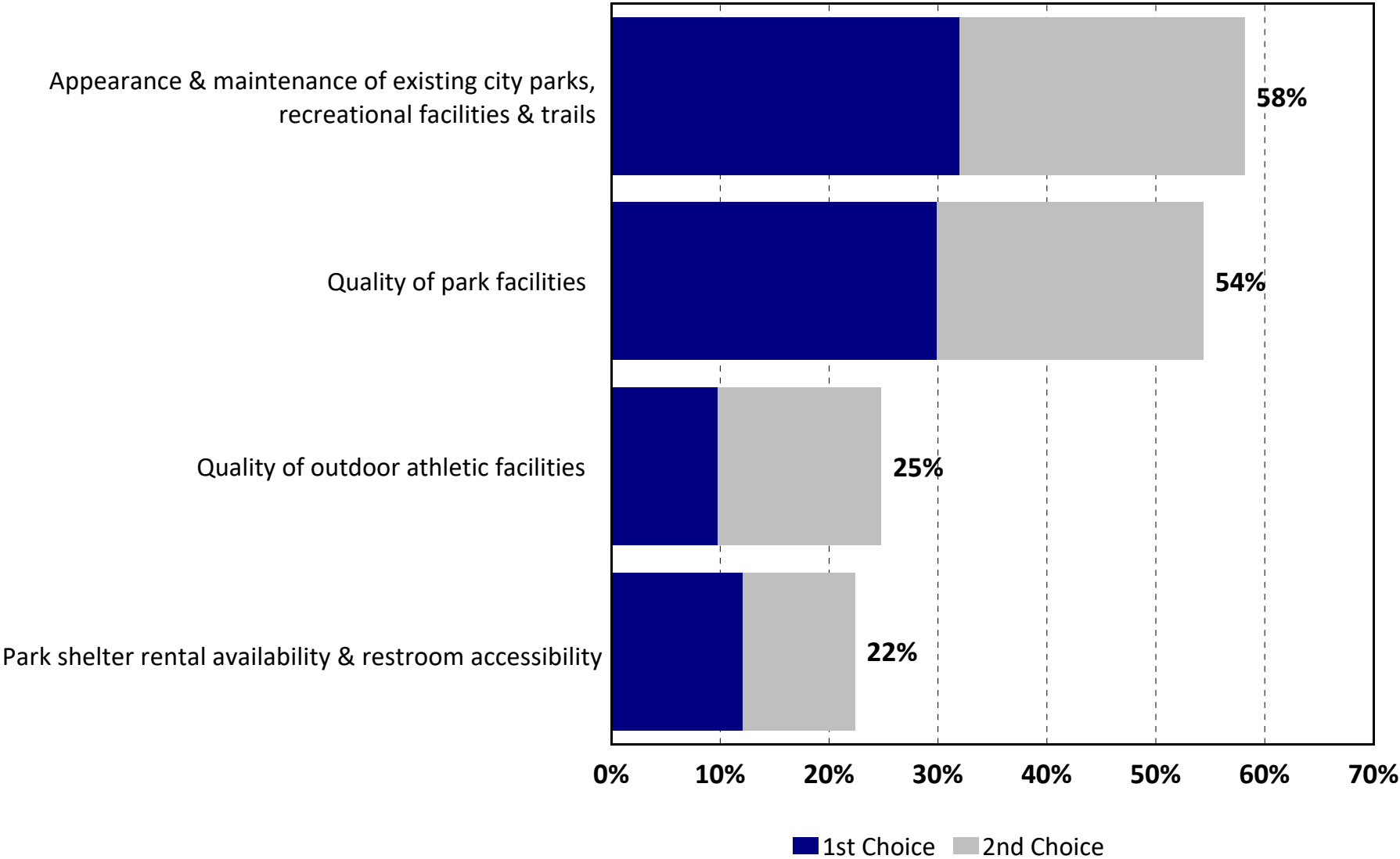
Q6. Satisfaction with Parks

by percentage of respondents (excluding “don't know”)



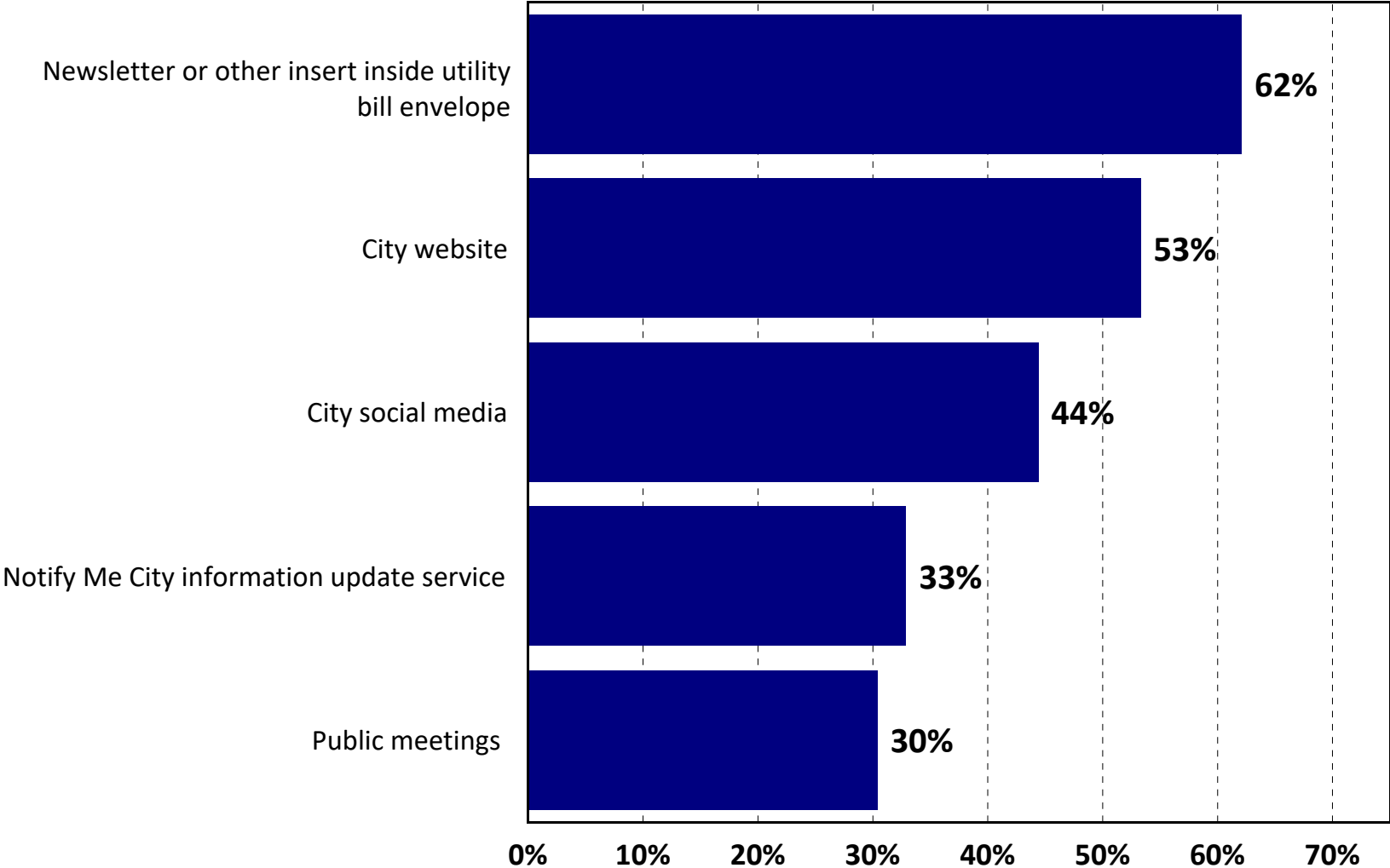
Q7. Parks Services That Should Receive the Most Emphasis Over the Next Two Years

by percentage of respondents who selected the item as one of their top two choices



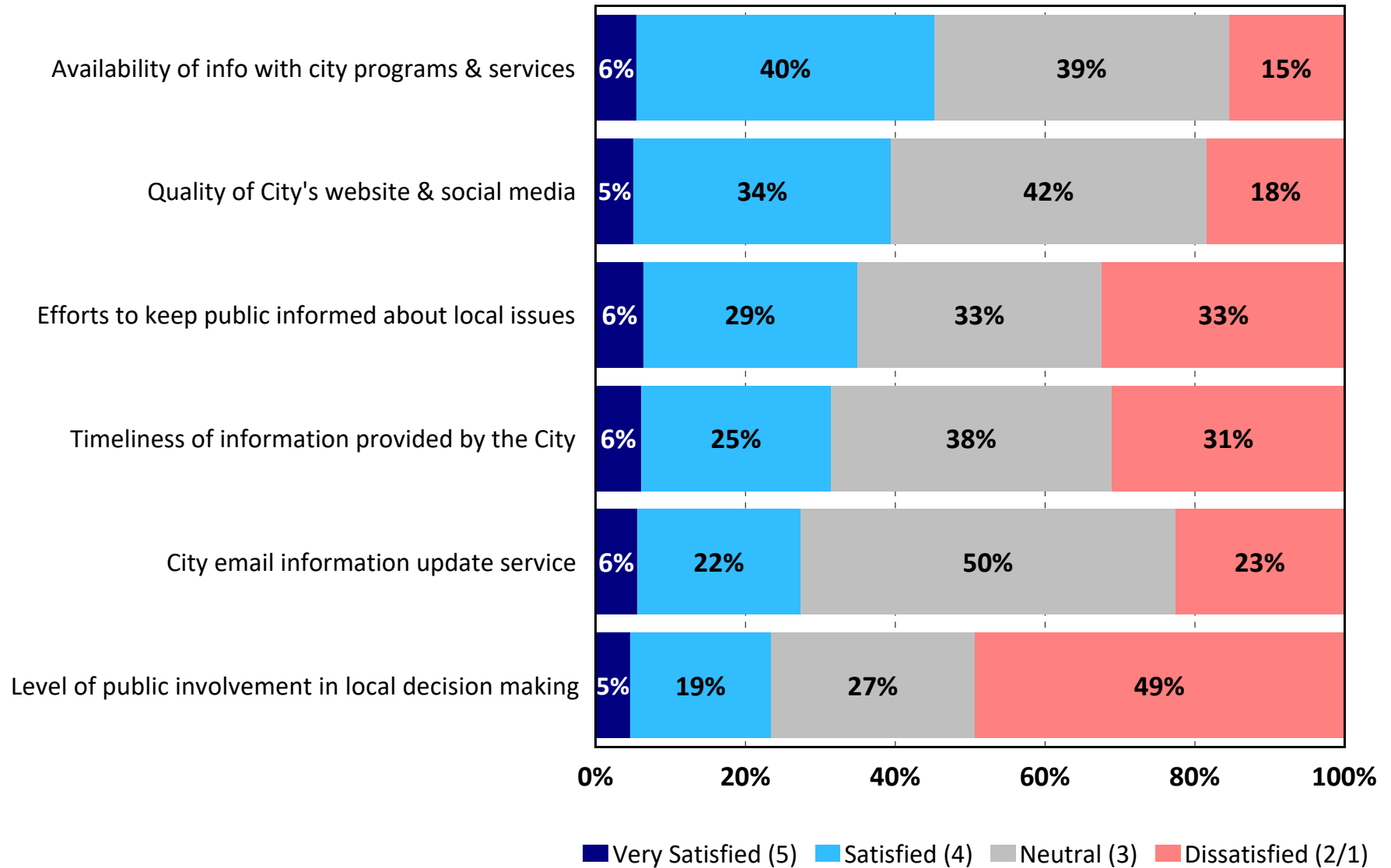
Q8. Which of the following would be your preferred way(s) to receive news and information about City programs, projects, services, and events?

by percentage of respondents (multiple selections could be made)



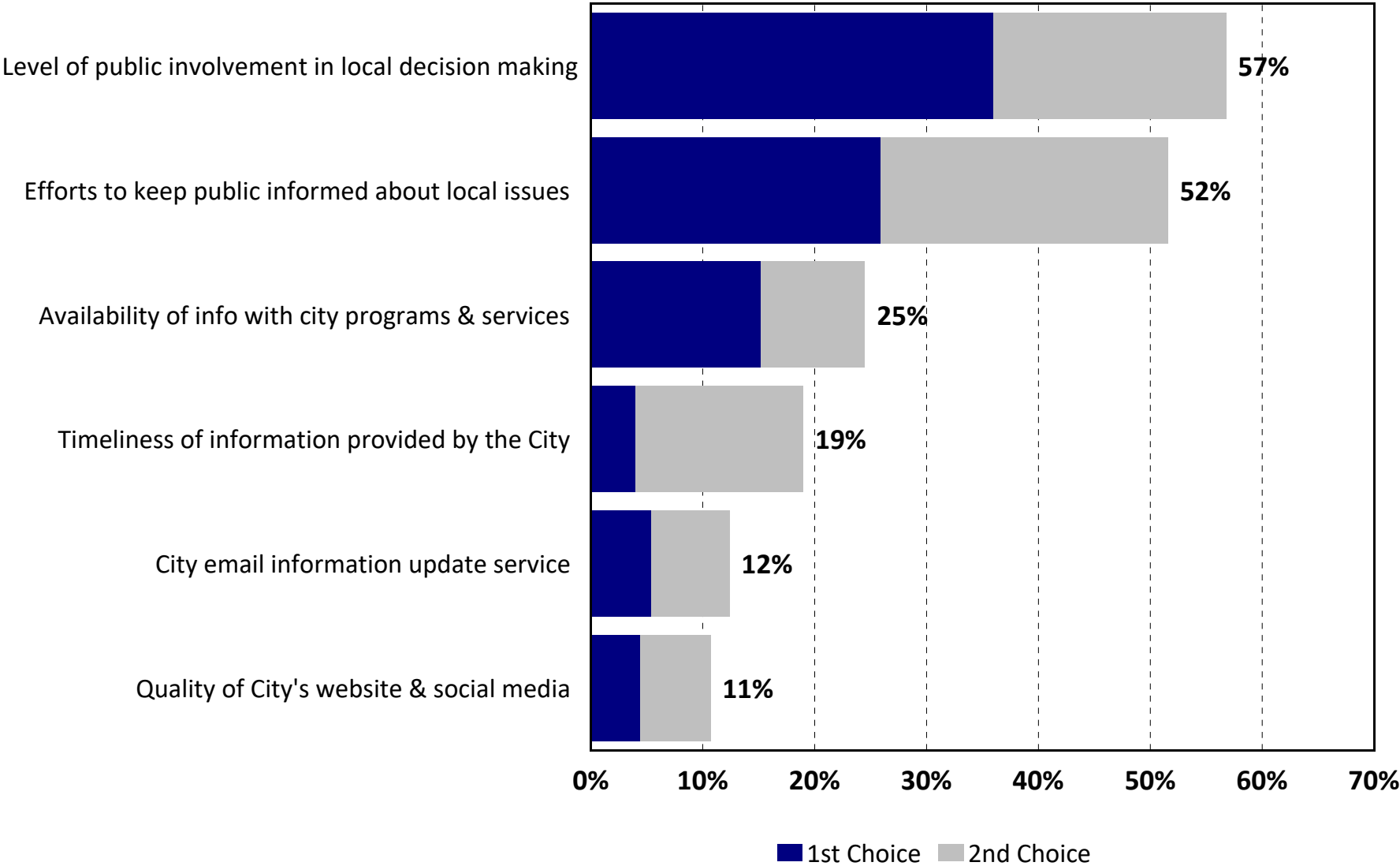
Q9. Satisfaction with Community Outreach

by percentage of respondents (excluding “don't know”)



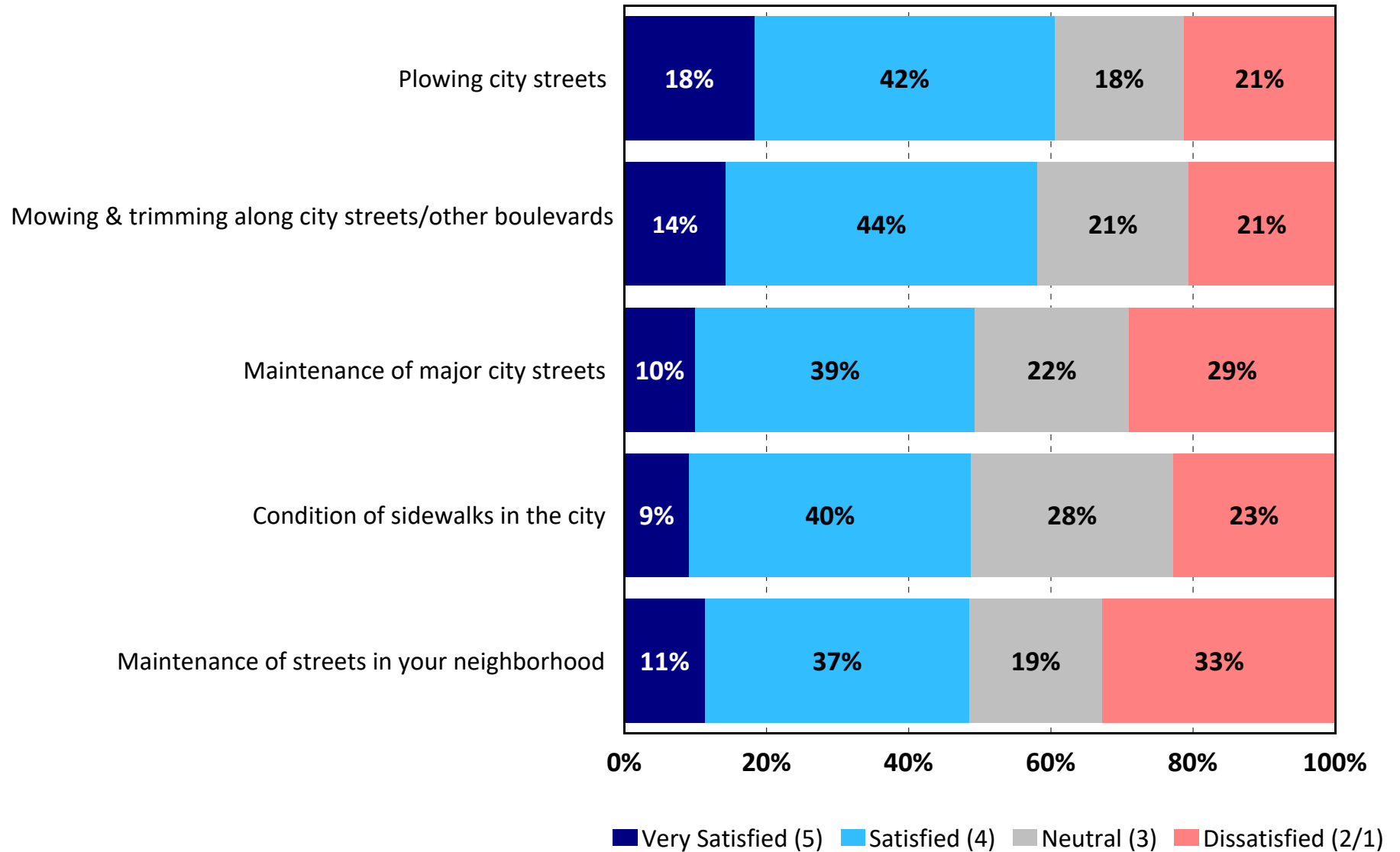
Q10. Community Outreach Items That Should Receive the Most Emphasis Over the Next Two Years

by percentage of respondents who selected the item as one of their top two choices



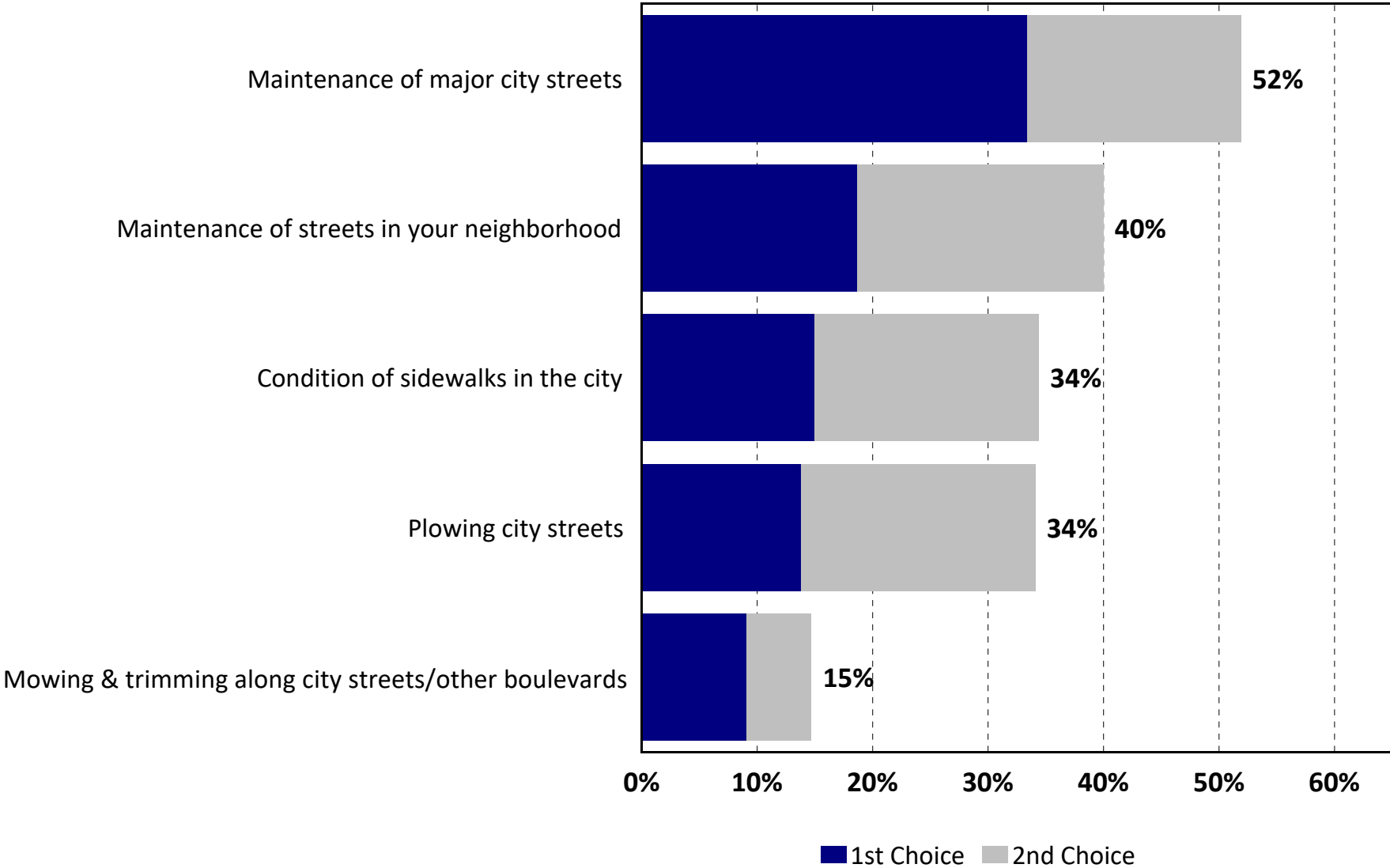
Q11. Satisfaction with City Streets/Sidewalks

by percentage of respondents (excluding “don't know”)



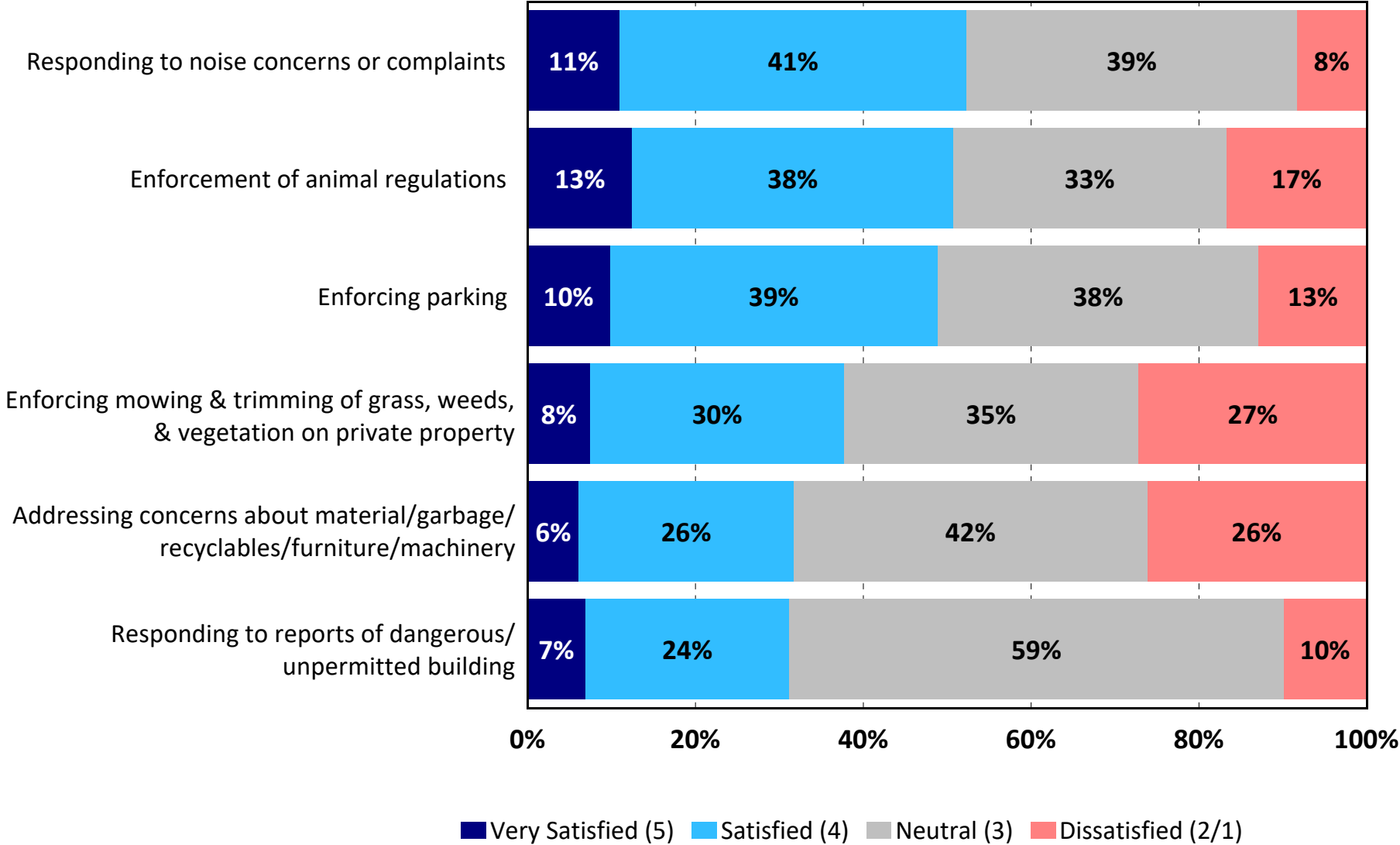
Q12. Street Related Items That Should Receive the Most Emphasis Over the Next Two Years

by percentage of respondents who selected the item as one of their top two choices



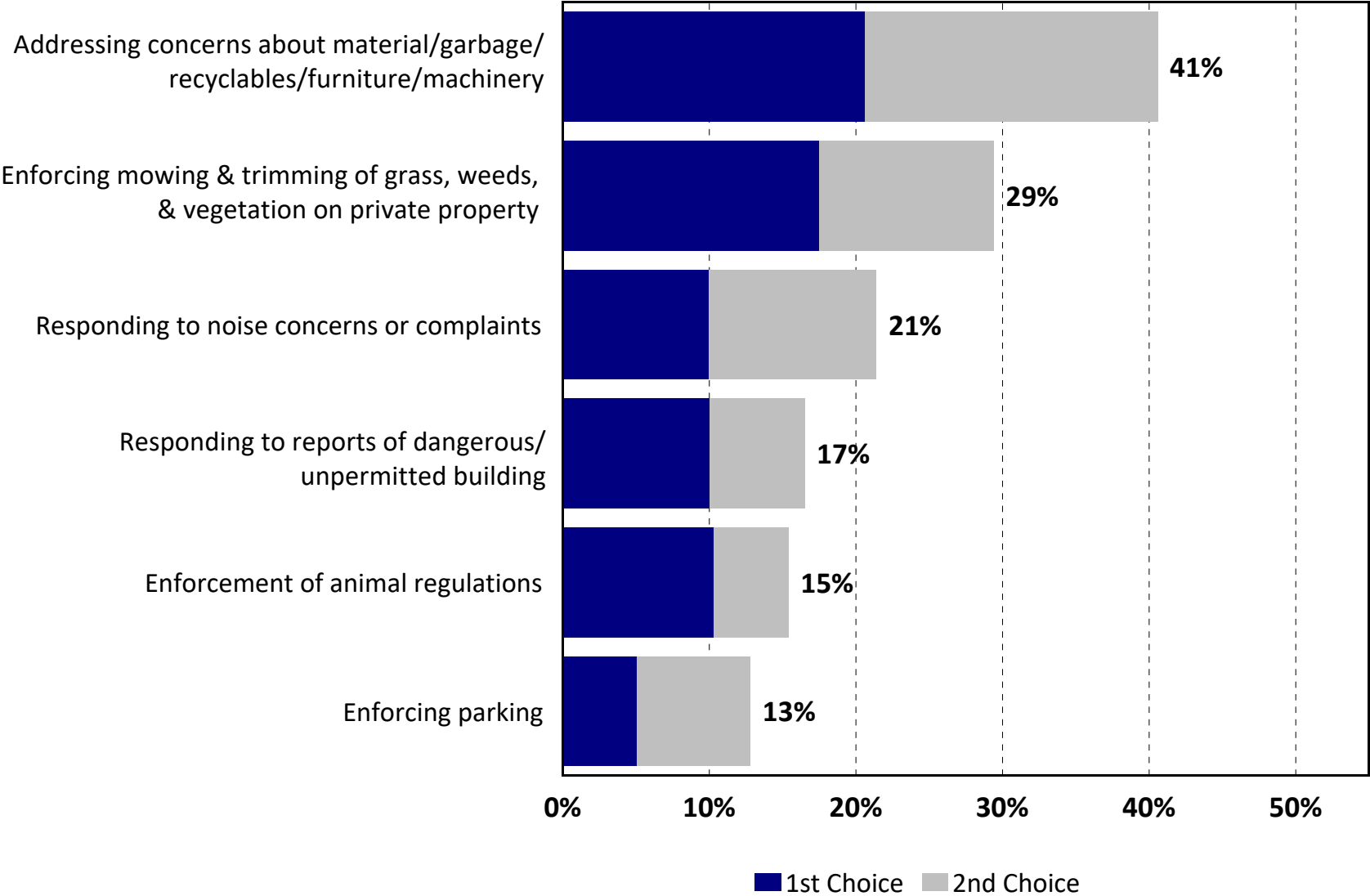
Q13. Satisfaction with Code Enforcement

by percentage of respondents (excluding "don't know")



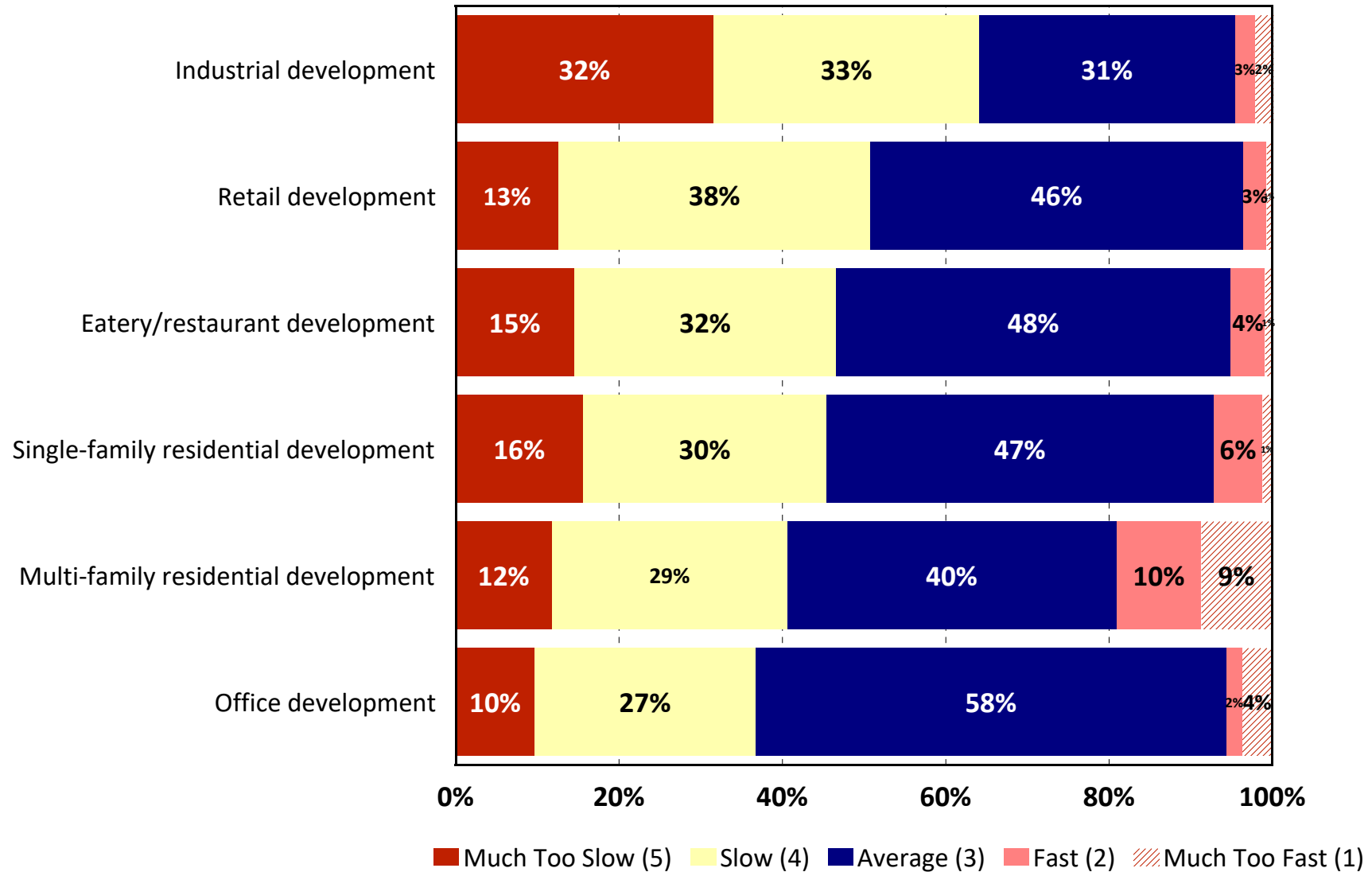
Q14. Code Enforcement Services That Should Receive the Most Emphasis Over the Next Two Years

by percentage of respondents who selected the item as one of their top two choices



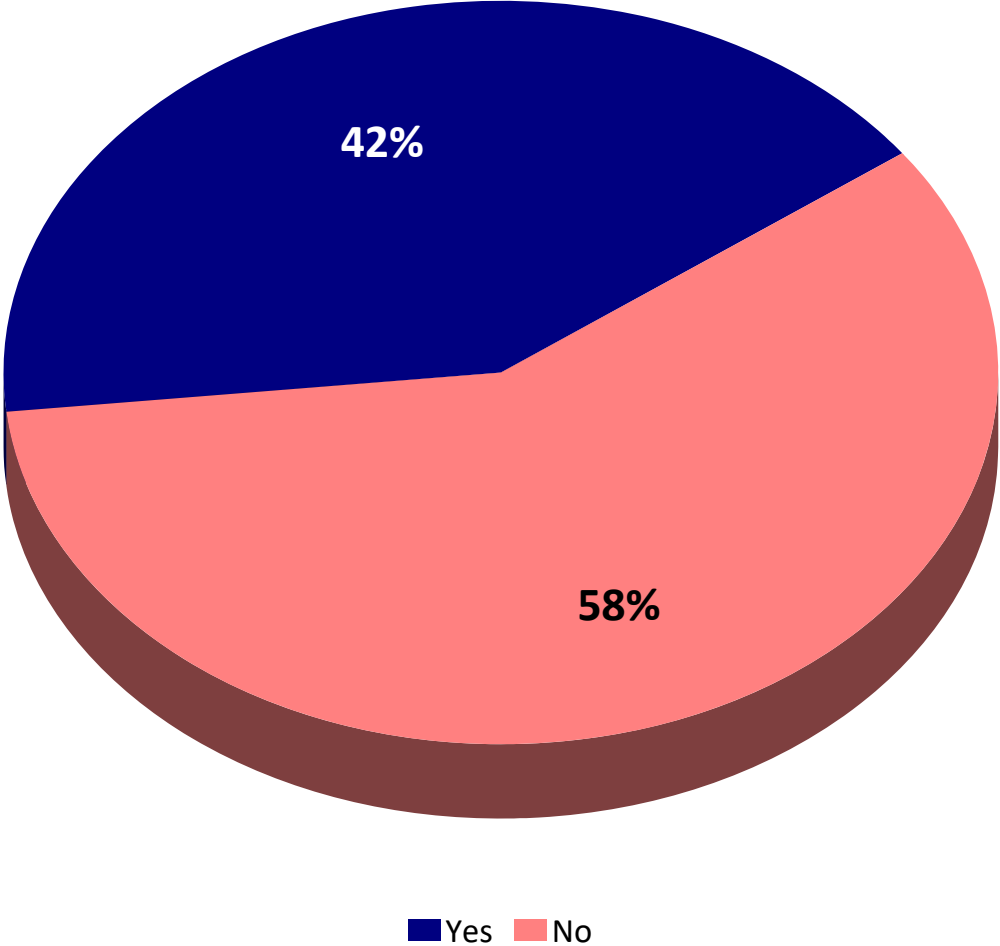
Q15. Perceptions of the Current Pace of Development in the Following Areas

by percentage of respondents (excluding "don't know")



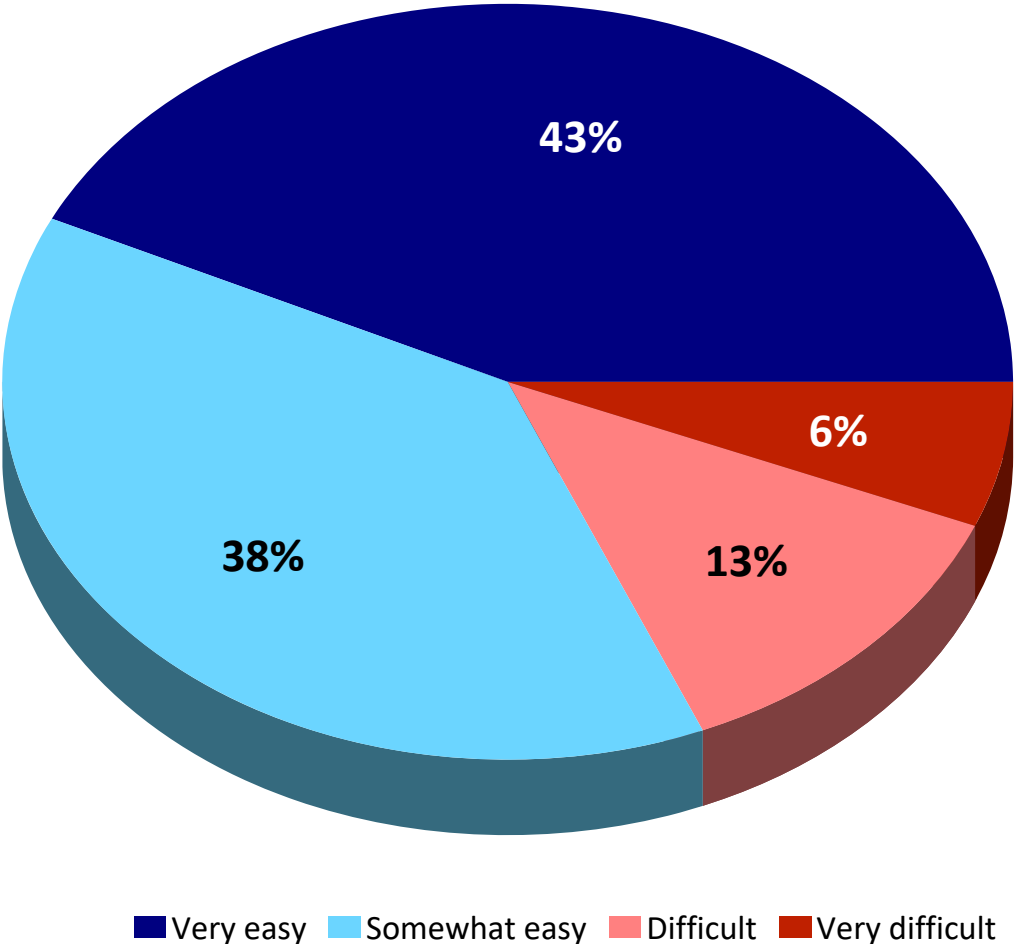
Q16. Have you called, emailed, or visited the City with a question or to report a problem or complaint during the past year?

by percentage of respondents (excluding “don’t know”)



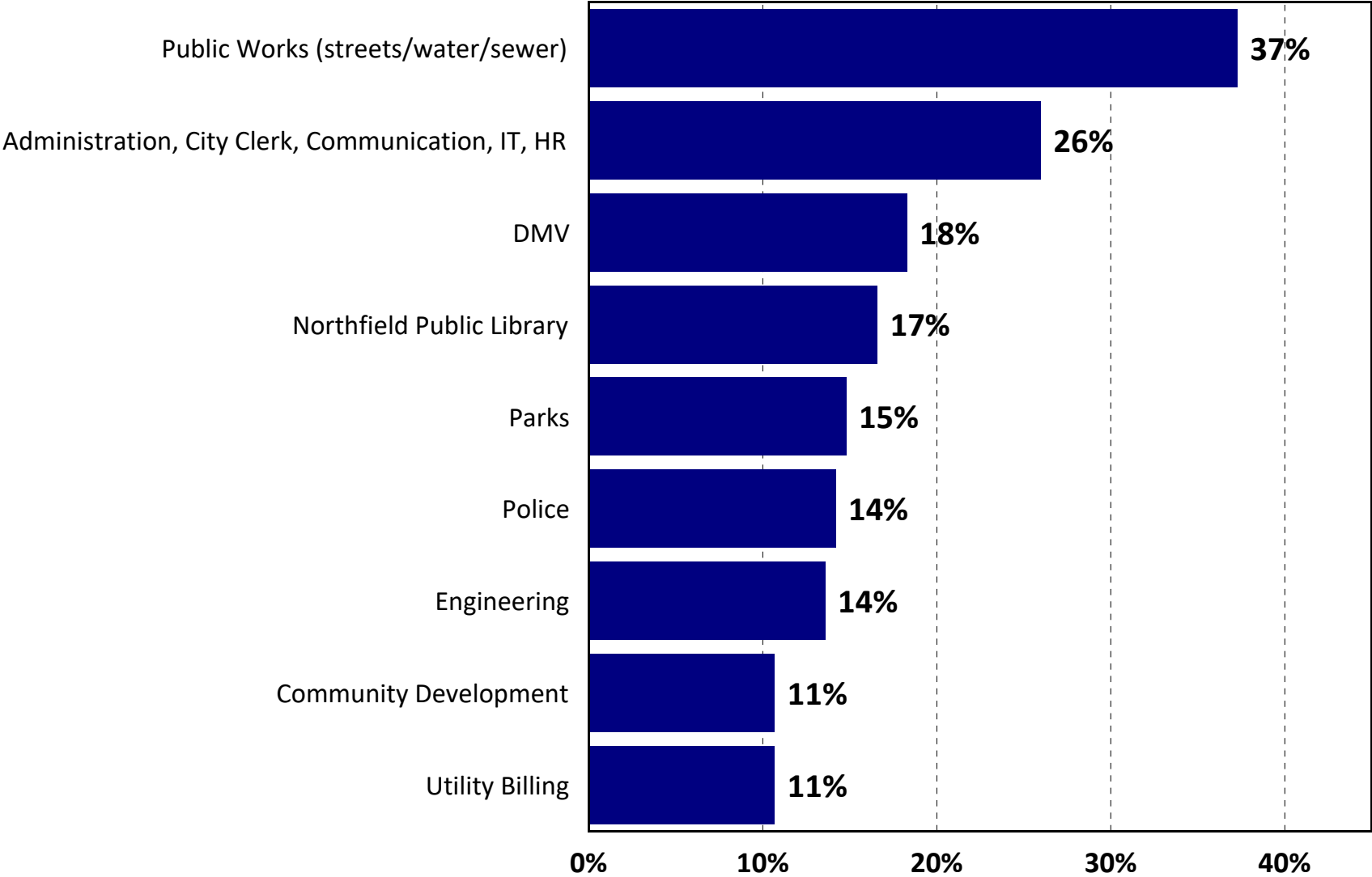
Q16a. How easy was it to contact the person you needed to reach?

by percentage of respondents who answered "yes" to Question 16 (excluding "don't know")



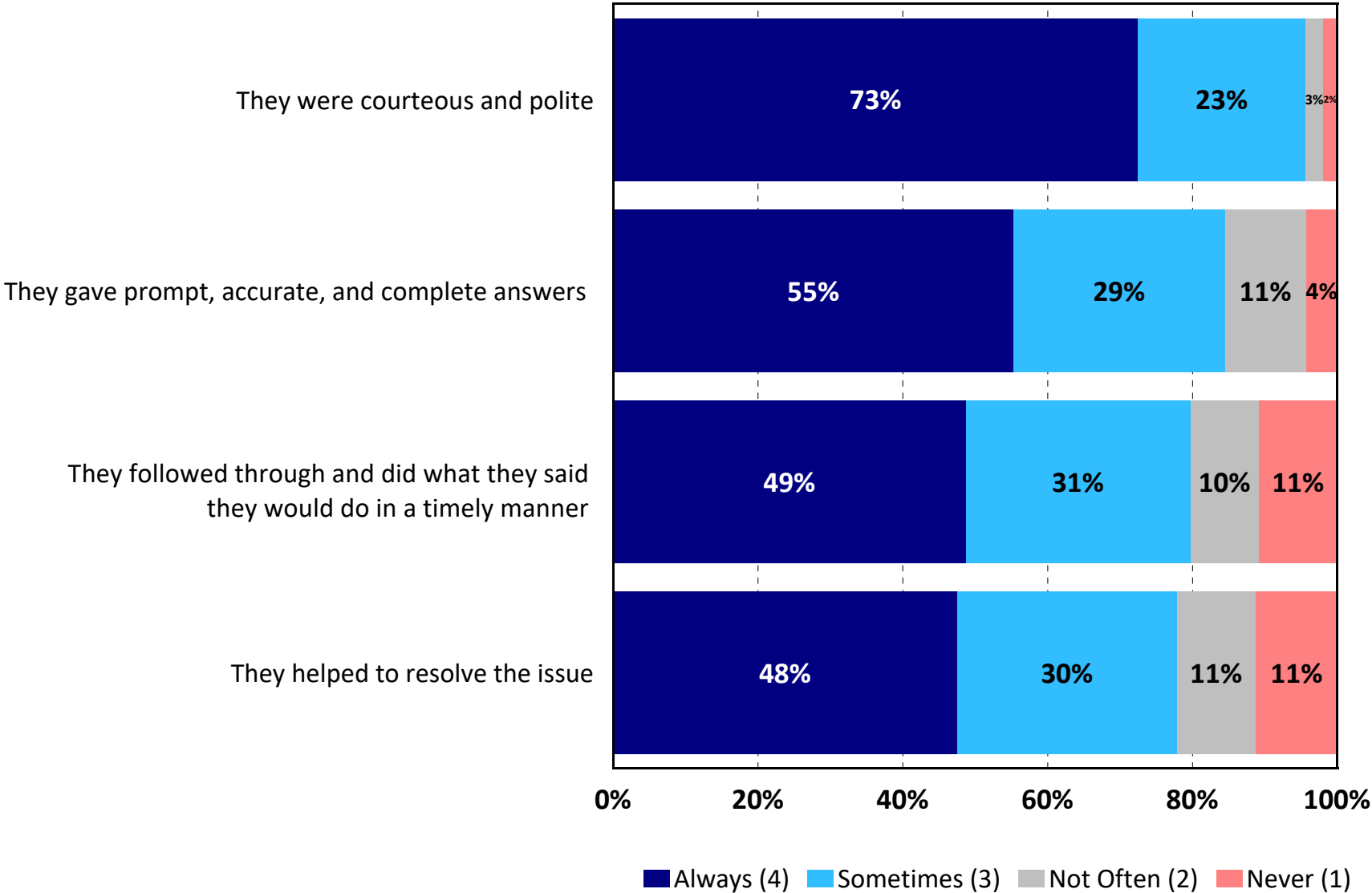
Q16b. What department did you contact?

by percentage of respondents who answered "yes" to Question 16 (multiple selections could be made)



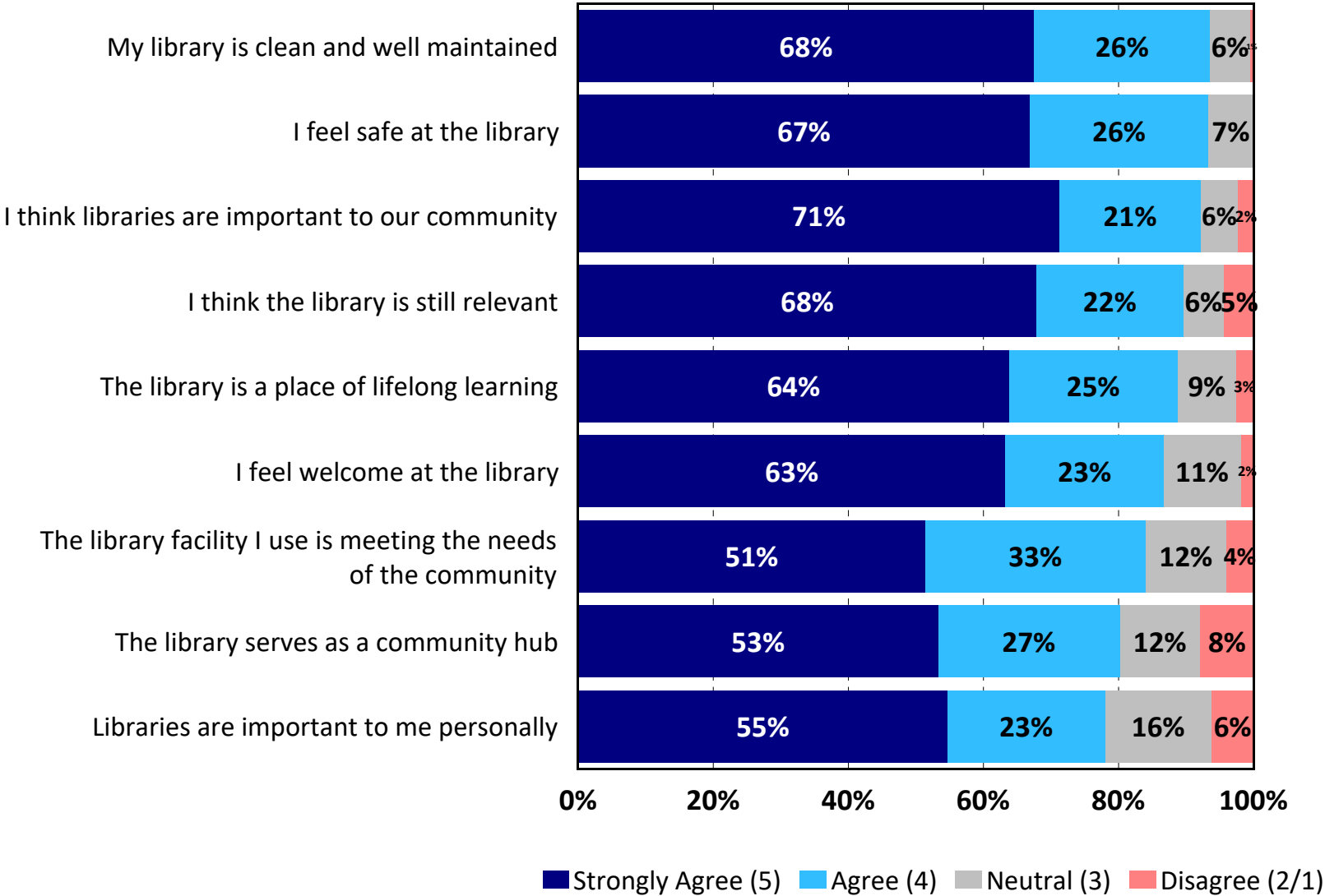
Q16c. How Often Employees Contacted During the Past Year Have Displayed the Following Behaviors

by percentage of respondents who answered "yes" to Question 16 (excluding "don't know")



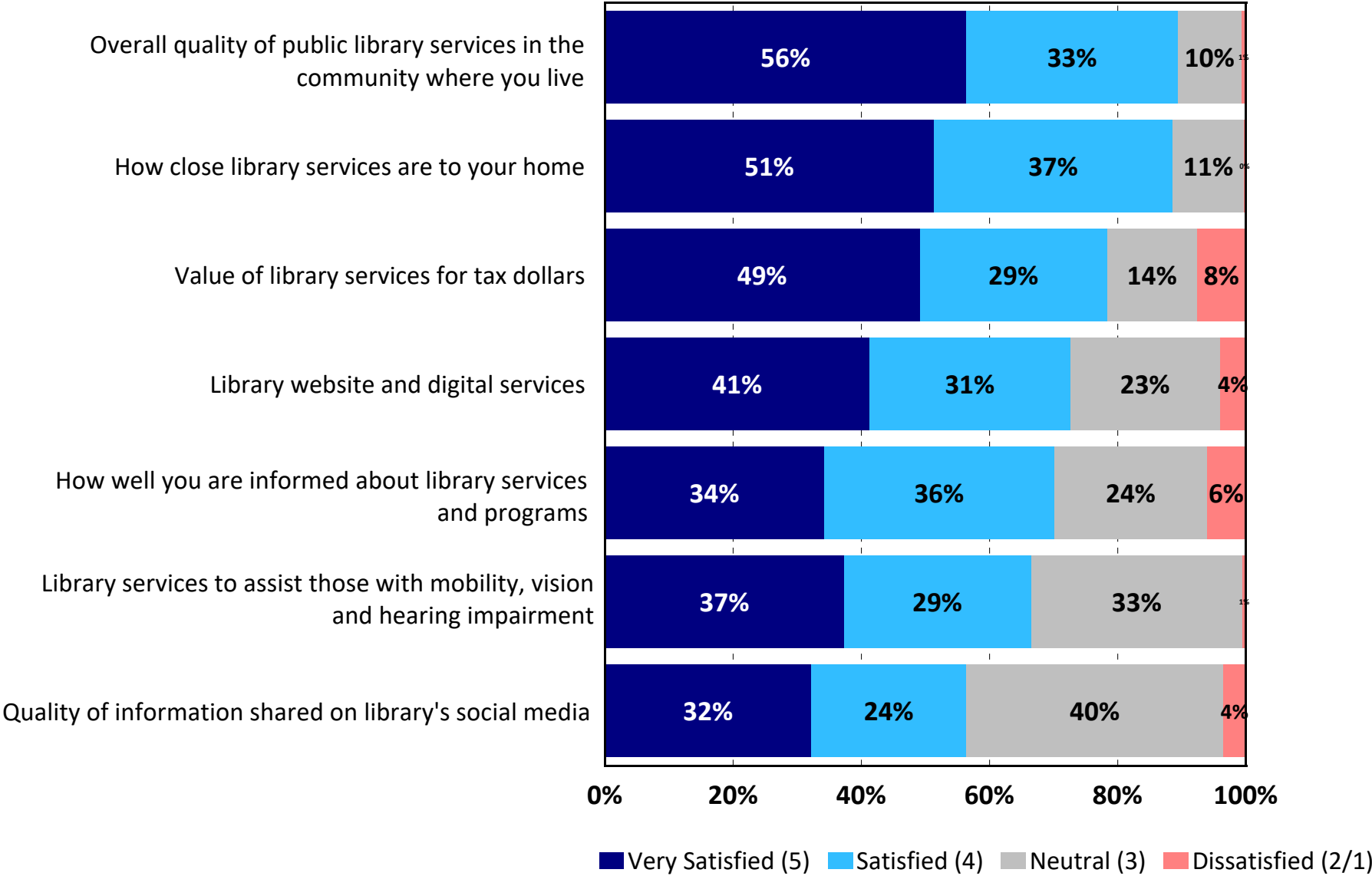
Q17. Level of Agreement with the Following Statements Regarding the Library

by percentage of respondents (excluding "don't know")



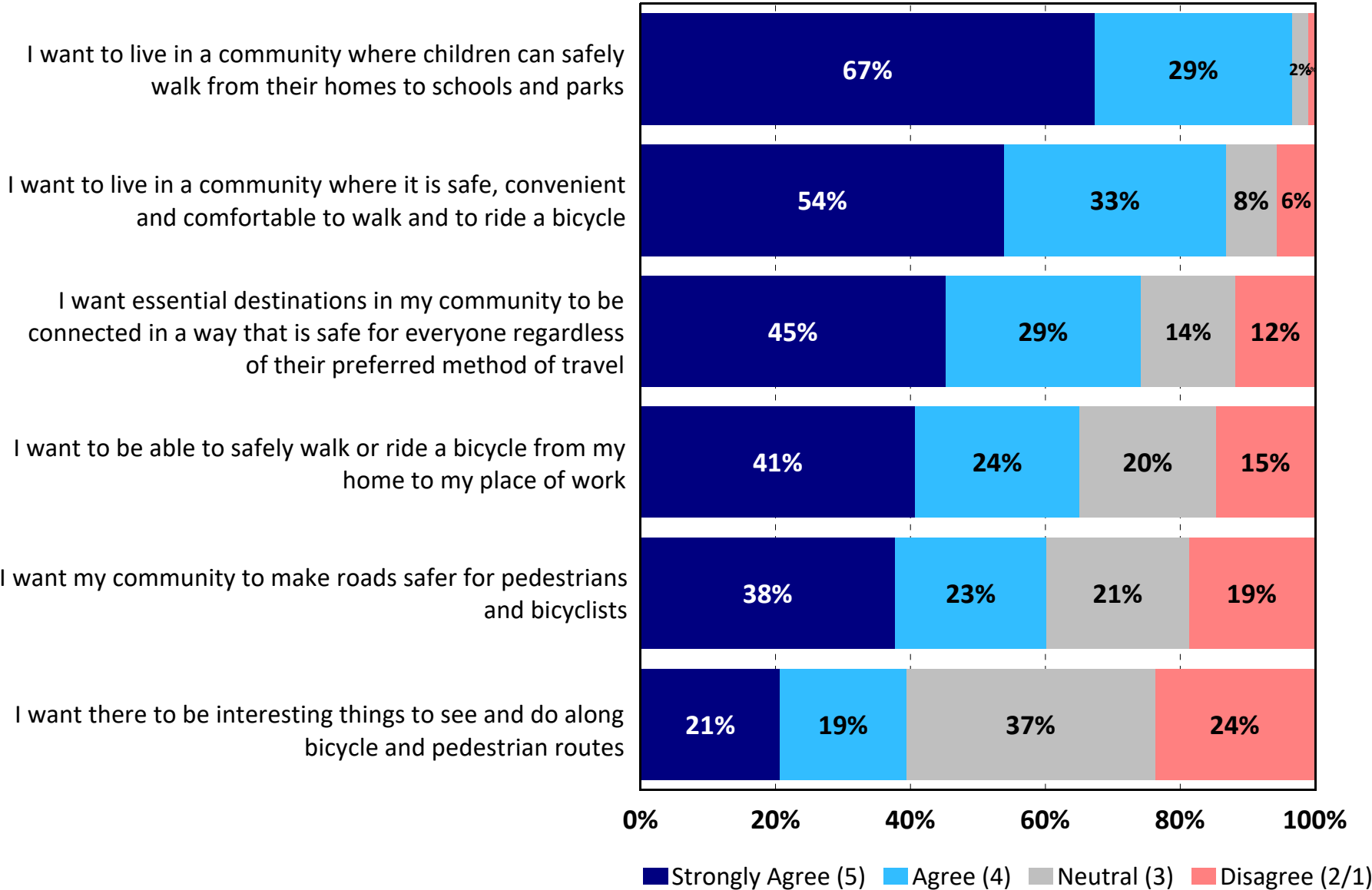
Q18. Satisfaction with the Library System

by percentage of respondents (excluding "don't know")



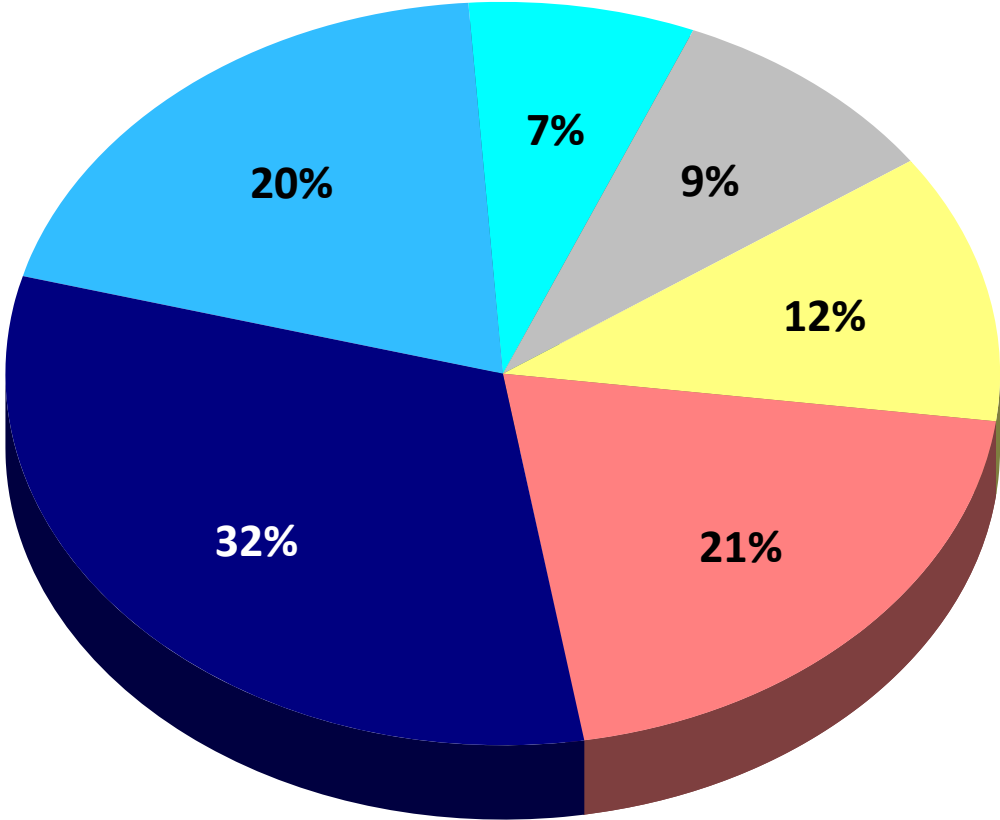
Q19. Level of Agreement with the Following Statements Regarding Transportation

by percentage of respondents (excluding "don't know")



Q20. Demographics: Approximately how many years have you lived in Northfield?

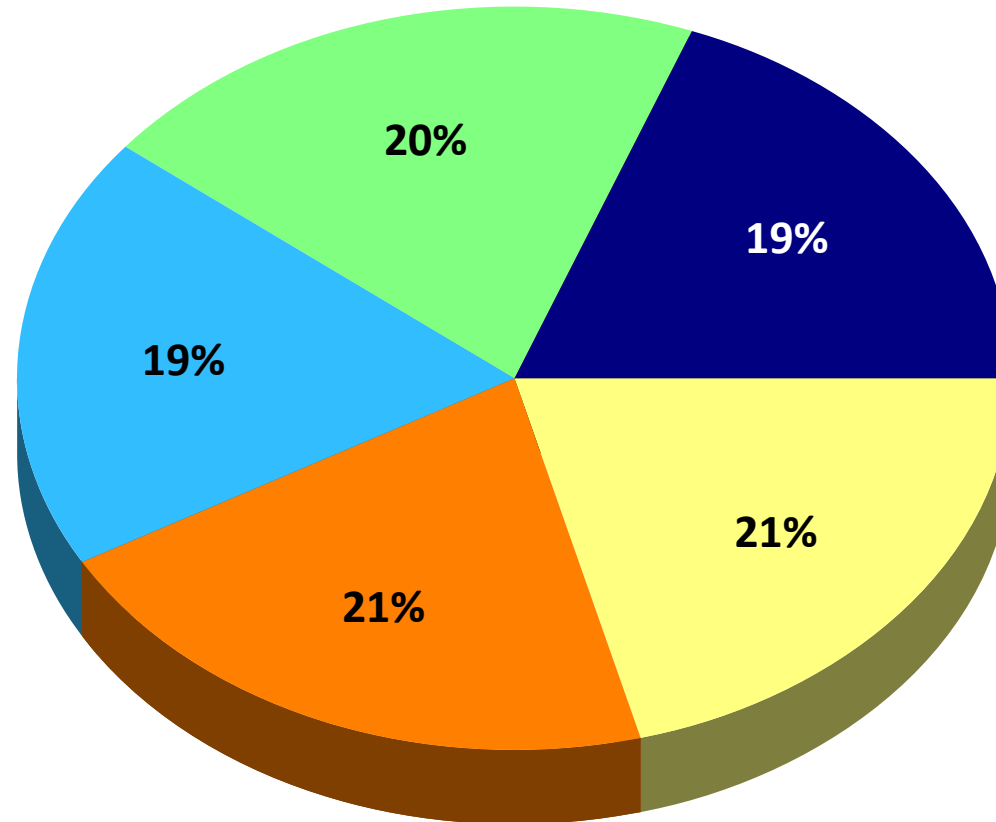
by percentage of respondents (excluding “not provided”)



5 years or less 6 to 10 years 11 to 15 years
16 to 20 years 21 to 30 years 31+ years

Q21. Demographics: Age of Respondent

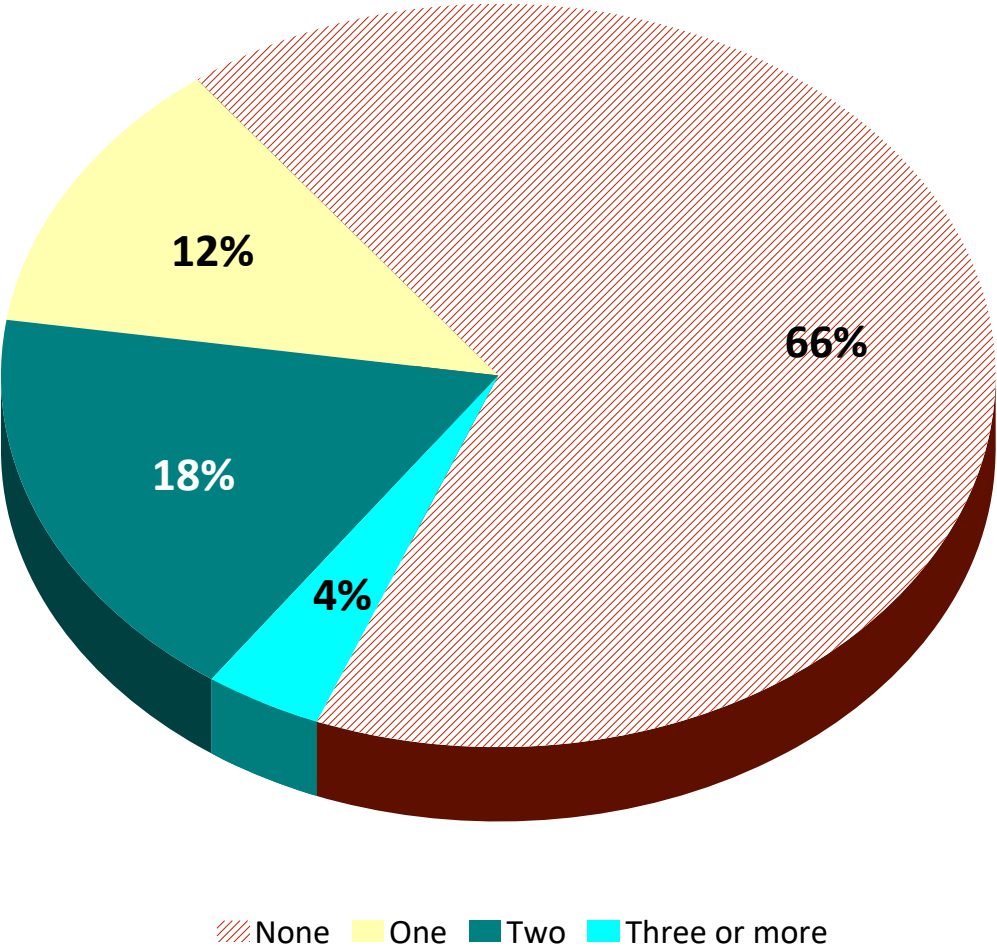
by percentage of respondents (excluding “not provided”)



■ Under 35 ■ 35 to 44 ■ 45 to 54 ■ 55 to 64 ■ 65+

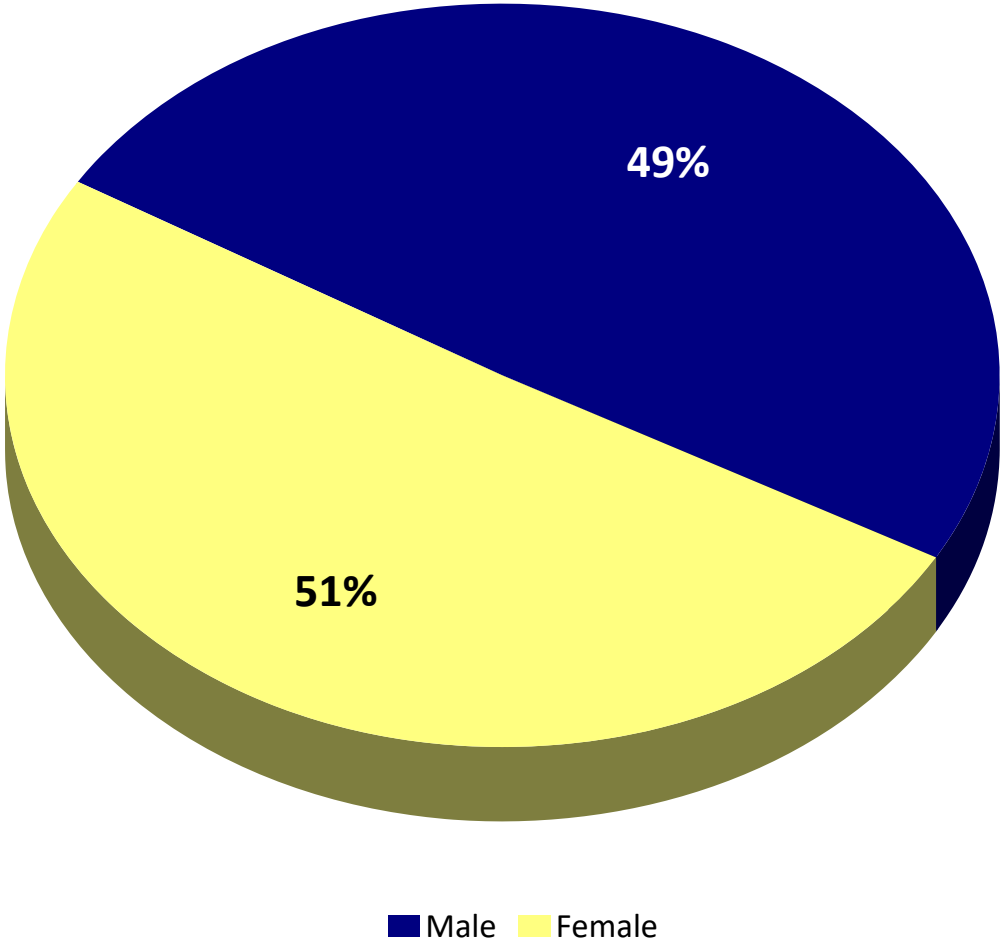
Q22. Demographics: How many children under the age of 18 live in your household?

by percentage of respondents (excluding “not provided”)



Q23. Demographics: Gender

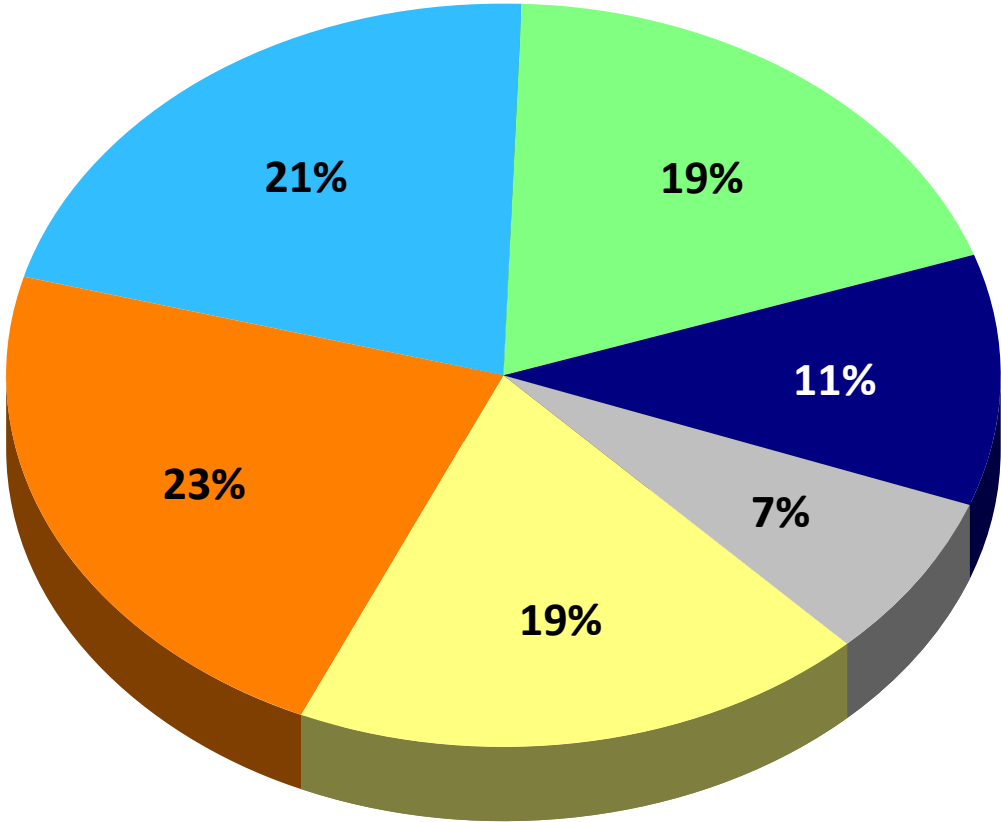
by percentage of respondents (excluding “not provided”)



0.2% self-identified

Q24. Demographics: Annual Household Income

by percentage of respondents (excluding “prefer not to answer”)



■ Under \$30K ■ \$30K-\$59,999 ■ \$60K-\$99,999
■ \$100K-\$149,999 ■ \$150K-\$199,999 ■ \$200K+



2

Benchmarking Analysis

Benchmarking Analysis



Overview

ETC Institute's *DirectionFinder*® program was originally developed in 1999 to help community leaders use statistically valid community survey data as a tool for making better decisions. Since November 1999, the survey has been administered in more than 500 cities and counties in 49 states. Most participating communities conduct the survey on an annual or biennial basis.

This report contains benchmarking data from two sources: (1) a national survey that was administered by ETC Institute during the summer of 2025 to a random sample of residents in the continental United States and (2) a regional survey that was administered by ETC Institute during the summer of 2025 to a random sample of residents living in the Plains Region of the United States. The Plains Region includes the states of North and South Dakota, Minnesota, Iowa, Nebraska, Wisconsin, Illinois, Kansas, Missouri and Oklahoma.

The charts on the following pages show how the results for the City of Northfield compare to the national average and the Plains regional average. The blue bar shows the results for Northfield. The red bar shows the Plains regional average from communities that administered the *DirectionFinder*® survey during the summer of 2025. The yellow bar shows the results of a national survey that was administered by ETC Institute to a random sample of residents during the summer of 2025.

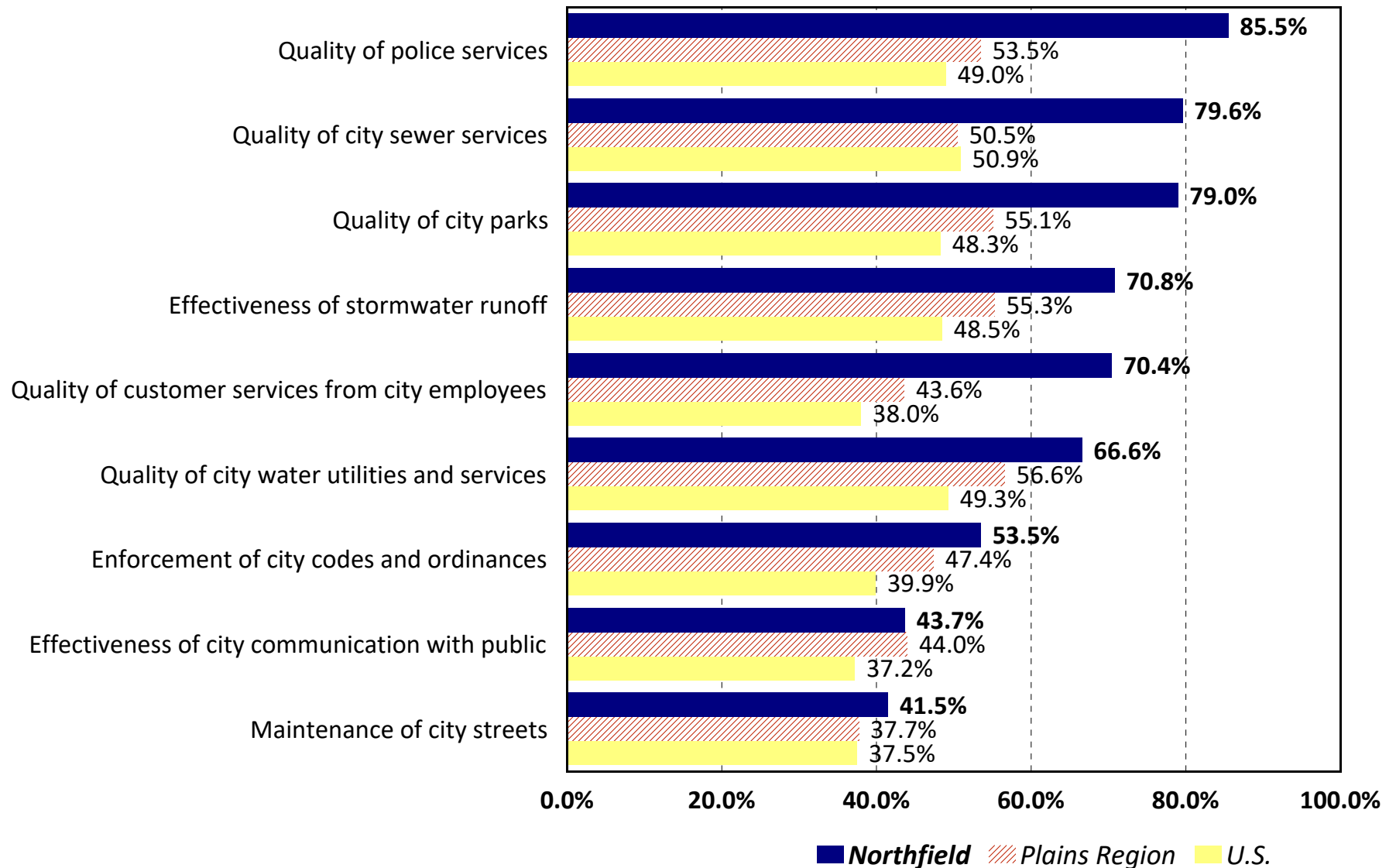
National Benchmarks

Note: The benchmarking data contained in this report is protected intellectual property. Any reproduction of the benchmarking information in this report by persons or organizations not directly affiliated with the City of Northfield, Minnesota is not authorized without written consent from ETC Institute.

Satisfaction with Major Categories of City Services

Northfield vs. Plains Region vs. the U.S.

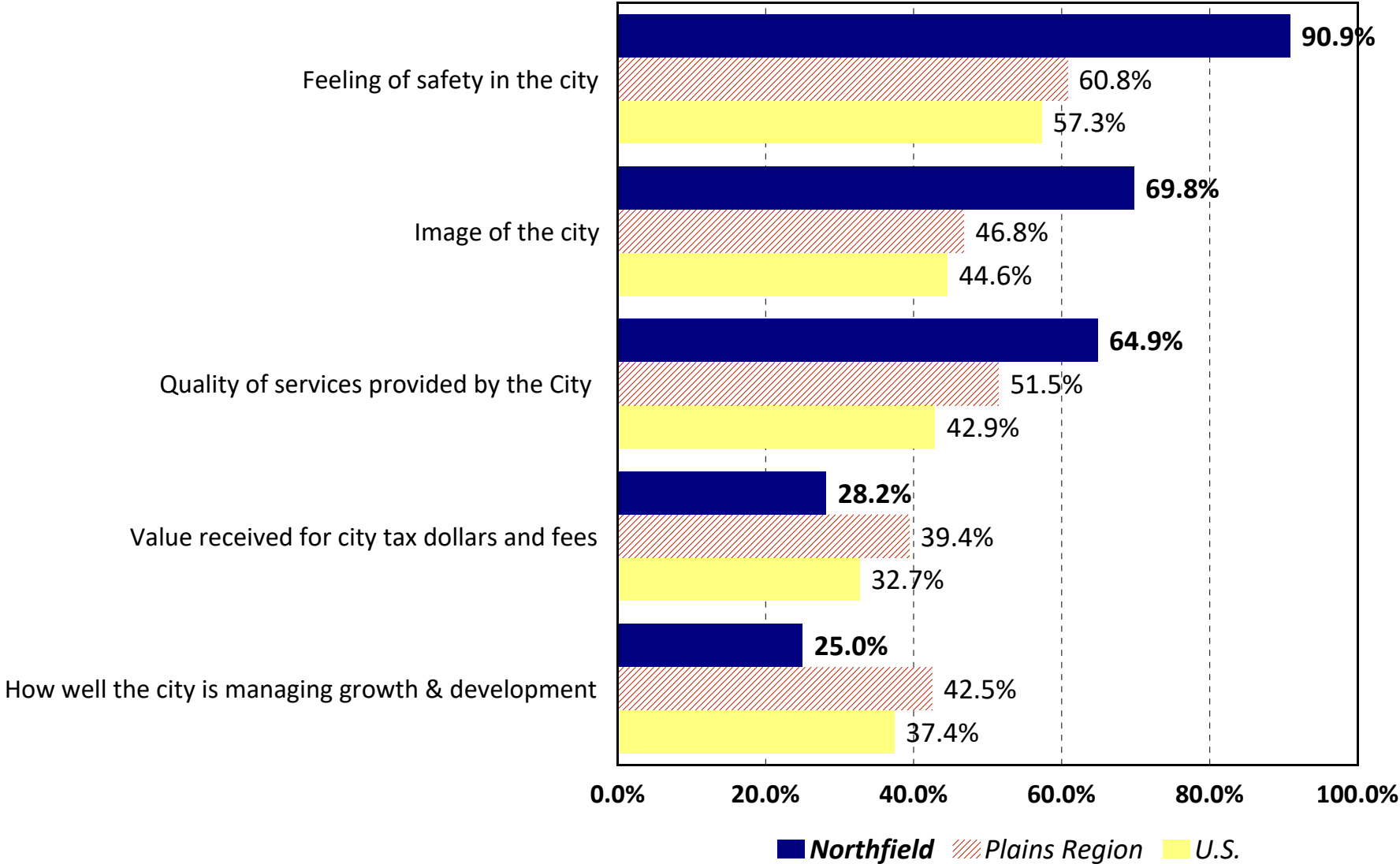
by percentage of respondents who rated the item 4 or 5 on a 5-point scale where 5 was "very satisfied" and 1 was "very dissatisfied" (excluding "don't know")



Satisfaction with Perception of the City

Northfield vs. Plains Region vs. the U.S.

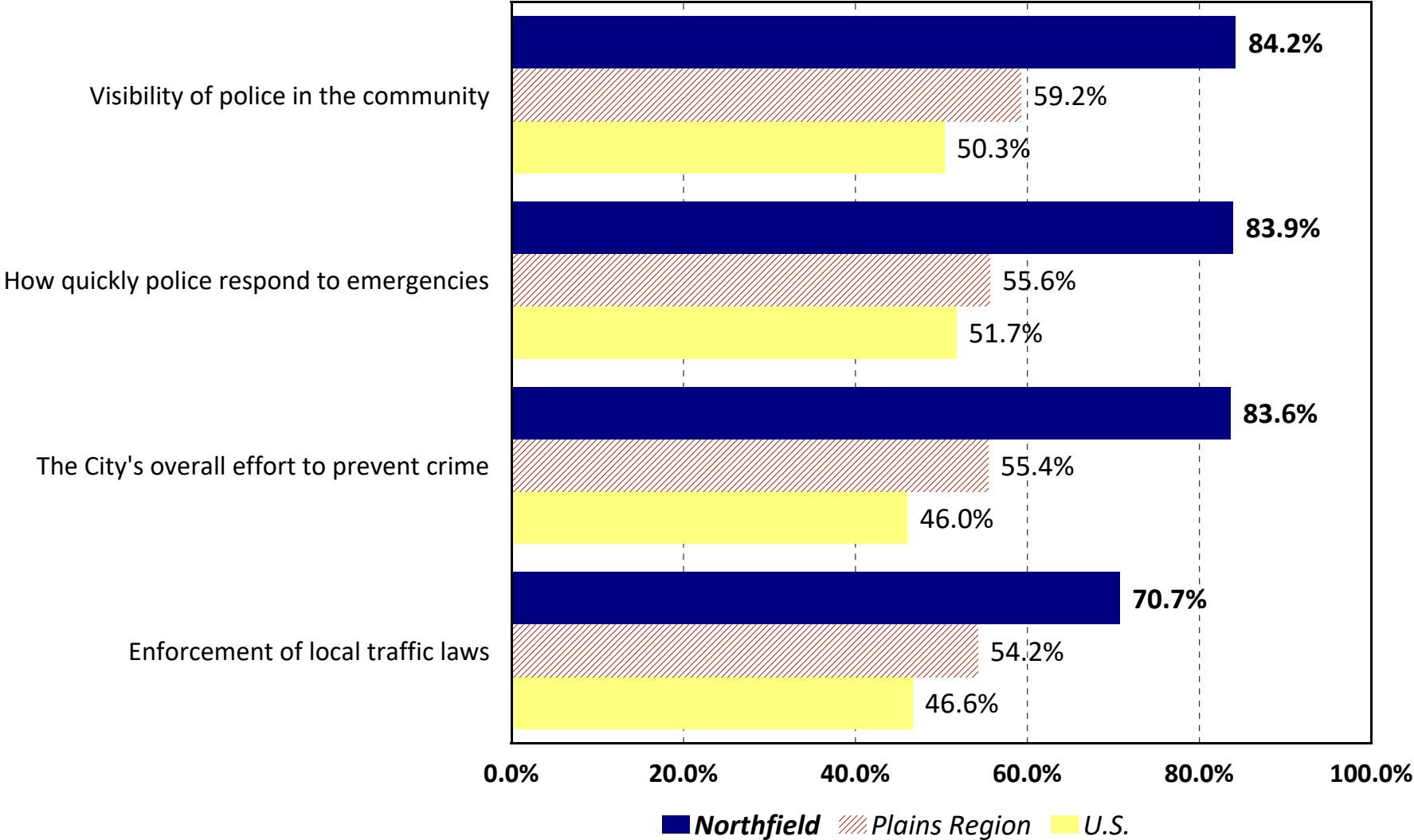
by percentage of respondents who rated the item 4 or 5 on a 5-point scale where 5 was "very satisfied" and 1 was "very dissatisfied" (excluding "don't know")



Satisfaction with Public Safety

Northfield vs. Plains Region vs. the U.S.

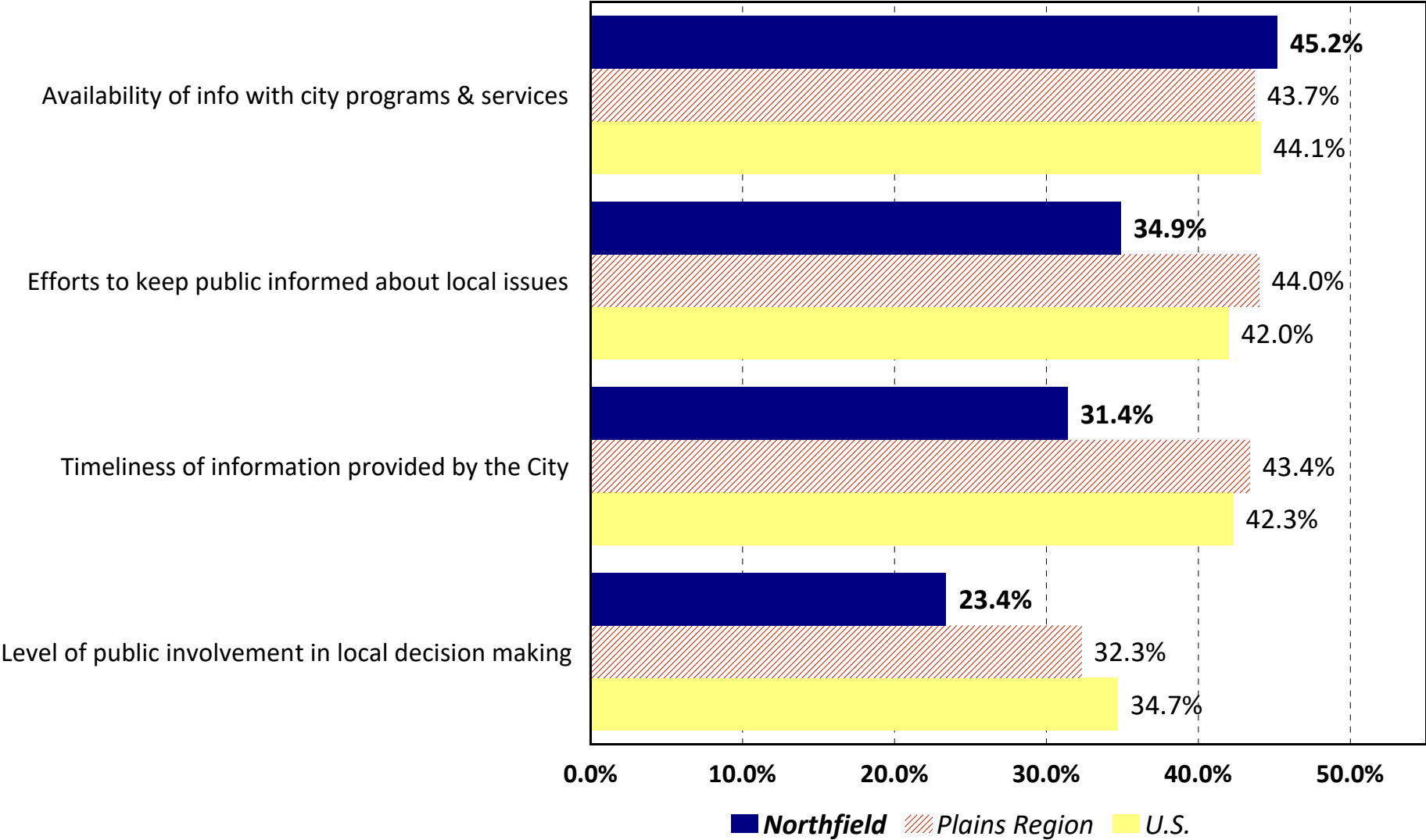
by percentage of respondents who rated the item 4 or 5 on a 5-point scale where 5 was "very satisfied" and 1 was "very dissatisfied" (excluding "don't know")



Satisfaction with Community Outreach

Northfield vs. Plains Region vs. the U.S.

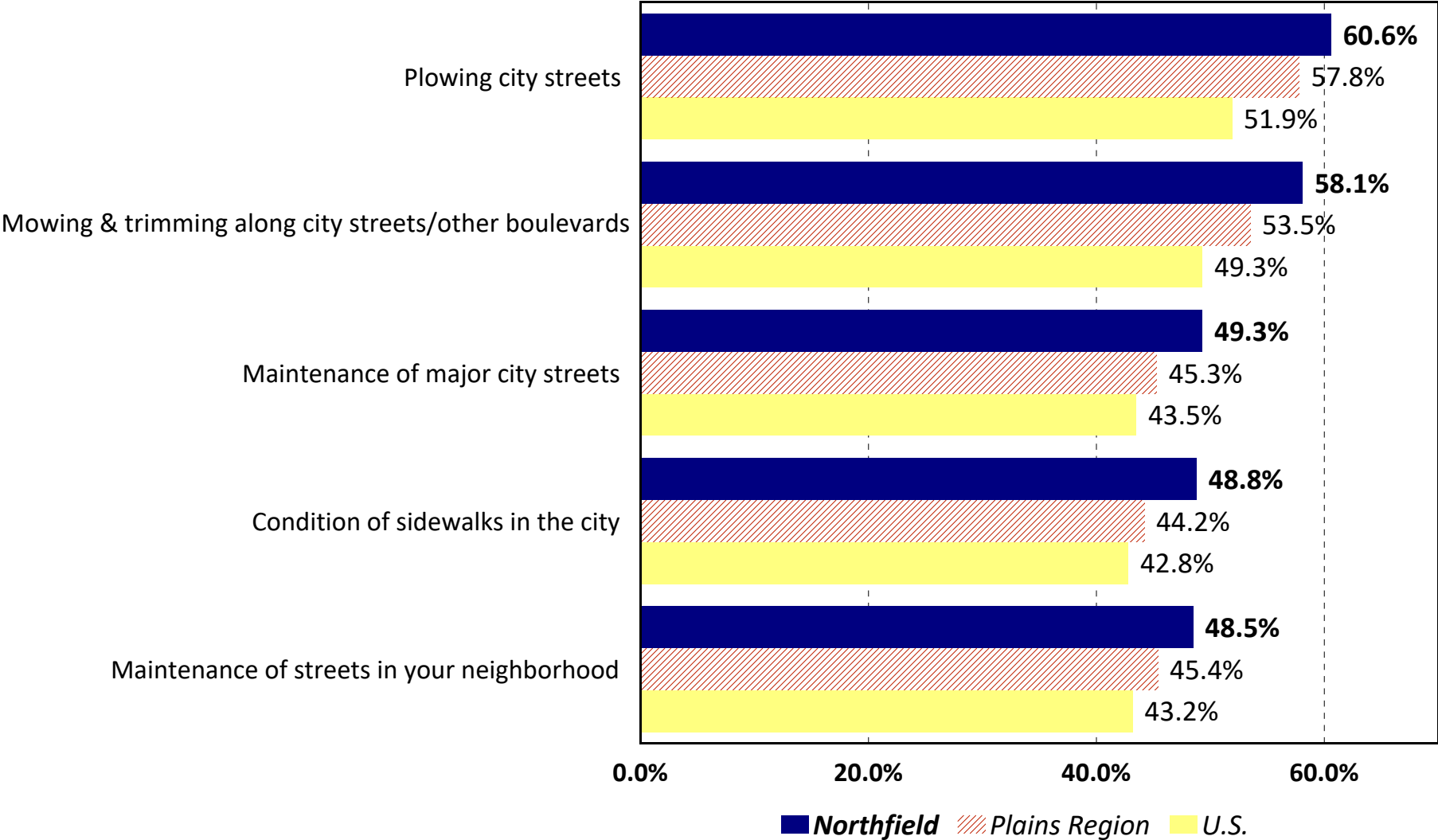
by percentage of respondents who rated the item 4 or 5 on a 5-point scale where 5 was "very satisfied" and 1 was "very dissatisfied" (excluding "don't know")



Satisfaction with City Streets/Sidewalks

Northfield vs. Plains Region vs. the U.S.

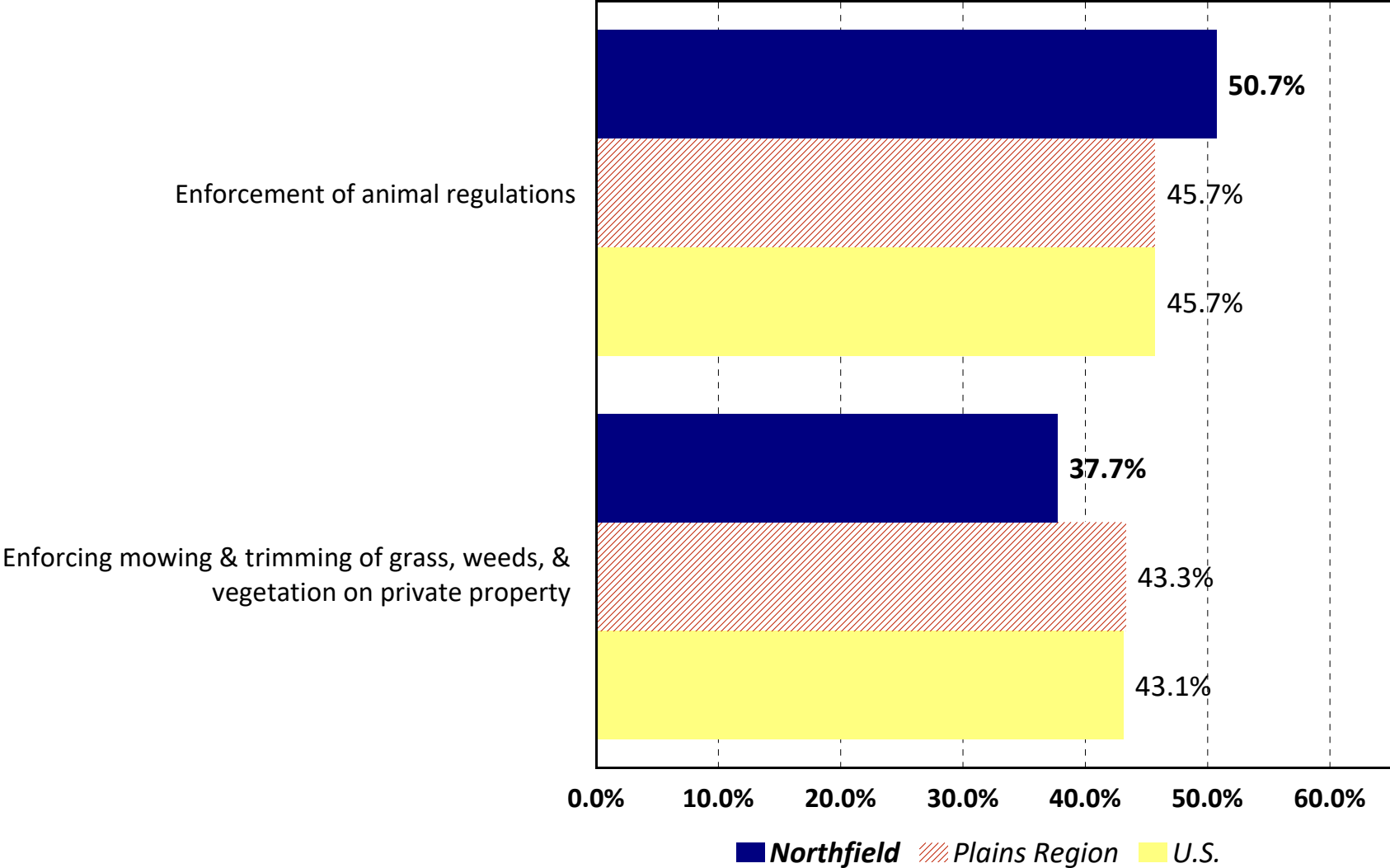
by percentage of respondents who rated the item 4 or 5 on a 5-point scale where 5 was "very satisfied" and 1 was "very dissatisfied" (excluding "don't know")



Satisfaction with Code Enforcement

Northfield vs. Plains Region vs. the U.S.

by percentage of respondents who rated the item 4 or 5 on a 5-point scale where 5 was "very satisfied" and 1 was "very dissatisfied" (excluding "don't know")





3 Importance-Satisfaction Analysis

Importance-Satisfaction Analysis



Overview

Today, community leaders have limited resources which need to be targeted to activities that are of the most benefit to their citizens. Two of the most important criteria for decision making are (1) to target resources toward services of the highest importance to citizens; and (2) to target resources toward those services where citizens are the least satisfied.

The Importance-Satisfaction (I-S) rating is a unique tool that allows public officials to better understand both of these highly important decision-making criteria for each of the services they are providing. The Importance-Satisfaction (I-S) rating is based on the concept that public agencies will maximize overall customer satisfaction by emphasizing improvements in those areas where the level of satisfaction is relatively low, and the perceived importance of the service is relatively high.

The rating is calculated by summing the percentage of responses for items selected as the first, second, and third most important services for the City to emphasize. The sum is then multiplied by 1 minus the percentage of respondents who indicated they were positively satisfied with the City's performance in the related area (the sum of the ratings of 4 and 5 on a 5-point scale excluding "don't know" responses). The "don't know" responses are excluded from the calculation to ensure the satisfaction ratings among service categories are comparable.

$$\text{I-S Rating} = \text{Importance} \times (1 - \text{Satisfaction})$$

Example of the Calculation

Respondents were asked to identify the major categories of City services that should receive the most emphasis by City leaders. Nearly two-thirds (63.1%) of the respondent households selected "*maintenance of city streets*" as one of the major services that should receive the most emphasis over the next two years.

With regard to satisfaction, 41.5% of respondents surveyed rated "*maintenance of city streets*" as a "4" or "5" on a 5-point scale (where "5" means "Very Satisfied") excluding "don't know" responses. The I-S rating was calculated by multiplying the sum of the most important percentages by one minus the sum of the satisfaction percentages. In this example, 63.1% was multiplied by 58.5% (1-0.415). This calculation yielded an I-S rating of 0.3691, which ranked second out of ten categories of City services analyzed.

Importance-Satisfaction Analysis



The maximum rating is 1.00 and would be achieved when 100% of the respondents select an item as one of their top three (or top two) choices of importance and 0% indicate they are positively satisfied with the delivery of the service.

The lowest rating is 0.00 and could be achieved under either of the following two situations:

- If 100% of the respondents were positively satisfied with the delivery of the service
- If none (0%) of the respondents selected the service as one of the three (or two) most important areas.

Interpreting the Ratings

Ratings that are greater than or equal to 0.20 identify areas that should receive significantly more emphasis. Ratings from 0.10 to 0.20 identify service areas that should receive increased emphasis. Ratings less than 0.10 should continue to receive the current level of emphasis.

- Definitely Increase Emphasis (I-S > 0.20)
- Increase Current Emphasis (I-S = 0.10 - 0.20)
- Maintain Current Emphasis (I-S < 0.10)

Tables showing the results for the City of Northfield are provided on the following pages.

Importance-Satisfaction Rating

City of Northfield, MN

Major City Services

Service	Most Important %	Most Important Rank	Satisfaction %	Satisfaction Rank	Importance-Satisfaction Rating	I-S Rating Rank
Very High Priority (IS >.20)						
Effectiveness of city economic development efforts	65%	1	24%	10	0.4968	1
Maintenance of city streets	63%	2	42%	9	0.3691	2
Effectiveness of city communication with public	47%	3	44%	8	0.2646	3
High Priority (IS .10-.20)						
None						
Medium Priority (IS <.10)						
Quality of city water utilities and services	28%	4	67%	6	0.0919	4
Enforcement of city codes and ordinances	15%	6	54%	7	0.0693	5
Quality of city parks	22%	5	79%	3	0.0456	6
Quality of customer services from city employees	11%	8	70%	5	0.0317	7
Effectiveness of stormwater runoff	8%	9	71%	4	0.0219	8
Quality of police services	13%	7	86%	1	0.0190	9
Quality of city sewer services	3%	10	80%	2	0.0065	10

Note: The I-S Rating is calculated by multiplying the "Most Important" % by (1-'Satisfaction' %)

Most Important %:

The "Most Important" percentage represents the sum of the first, second, and third most important responses for each item. Respondents were asked to identify the services they thought should receive the most emphasis over the next two years.

Satisfaction %:

The "Satisfaction" percentage represents the sum of the ratings "4" and "5" excluding 'don't knows.' Respondents ranked their level of satisfaction with each of the items on a scale of 1 to 5 with "5" being very satisfied and "1" being very dissatisfied.

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Importance-Satisfaction Rating

City of Northfield, MN

Public Safety

Service	Most Important %	Most Important Rank	Satisfaction %	Satisfaction Rank	Importance-Satisfaction Rating	I-S Rating Rank
Medium Priority (IS <.10)						
The City's overall effort to prevent crime	44%	1	84%	5	0.0728	1
Enforcement of local traffic laws	25%	4	71%	6	0.0727	2
Level of trust in the police department	27%	3	85%	2	0.0417	3
Visibility of police in the community	23%	5	84%	3	0.0359	4
How quickly police respond to emergencies	17%	6	84%	4	0.0267	5
Overall sense of safety in the community	33%	2	93%	1	0.0231	6

Note: The I-S Rating is calculated by multiplying the "Most Important" % by (1-'Satisfaction' %)

Most Important %:

The "Most Important" percentage represents the sum of the first and second most important responses for each item. Respondents were asked to identify the services they thought should receive the most emphasis over the next two years.

Satisfaction %:

The "Satisfaction" percentage represents the sum of the ratings "4" and "5" excluding 'don't knows.' Respondents ranked their level of satisfaction with each of the items on a scale of 1 to 5 with "5" being very satisfied and "1" being very dissatisfied.

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Importance-Satisfaction Rating

City of Northfield, MN

Parks

Service	Most Important %	Most Important Rank	Satisfaction %	Satisfaction Rank	Importance-Satisfaction Rating	I-S Rating Rank
High Priority (IS .10-.20)						
Appearance & maintenance of existing city parks, recreational facilities & trails	58%	1	72%	3	0.1647	1
Quality of park facilities	54%	2	79%	1	0.1159	2
Medium Priority (IS <.10)						
Park shelter rental availability & restroom accessibility	22%	4	56%	4	0.0992	3
Quality of outdoor athletic facilities	25%	3	72%	2	0.0692	4

Note: The I-S Rating is calculated by multiplying the "Most Important" % by (1-'Satisfaction' %)

Most Important %:

The "Most Important" percentage represents the sum of the first and second most important responses for each item. Respondents were asked to identify the services they thought should receive the most emphasis over the next two years.

Satisfaction %:

The "Satisfaction" percentage represents the sum of the ratings "4" and "5" excluding 'don't knows.' Respondents ranked their level of satisfaction with each of the items on a scale of 1 to 5 with "5" being very satisfied and "1" being very dissatisfied.

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Importance-Satisfaction Rating

City of Northfield, MN

Community Outreach

Service	Most Important %	Most Important Rank	Satisfaction %	Satisfaction Rank	Importance-Satisfaction Rating	I-S Rating Rank
Very High Priority (IS >.20)						
Level of public involvement in local decision making	57%	1	23%	6	0.4351	1
Efforts to keep public informed about local issues	52%	2	35%	3	0.3359	2
High Priority (IS .10-.20)						
Availability of information with city programs & services	25%	3	45%	1	0.1343	3
Timeliness of information provided by the City	19%	4	31%	4	0.1303	4
Medium Priority (IS <.10)						
City email information update service	12%	5	27%	5	0.0900	5
Quality of City's website & social media	11%	6	39%	2	0.0648	6

Note: The I-S Rating is calculated by multiplying the "Most Important" % by (1-'Satisfaction' %)

Most Important %:

The "Most Important" percentage represents the sum of the first and second most important responses for each item. Respondents were asked to identify the services they thought should receive the most emphasis over the next two years.

Satisfaction %:

The "Satisfaction" percentage represents the sum of the ratings "4" and "5" excluding 'don't knows.' Respondents ranked their level of satisfaction with each of the items on a scale of 1 to 5 with "5" being very satisfied and "1" being very dissatisfied.

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Importance-Satisfaction Rating

City of Northfield, MN

City Streets/Sidewalks

Service	Most Important %	Most Important Rank	Satisfaction %	Satisfaction Rank	Importance-Satisfaction Rating	I-S Rating Rank
Very High Priority (IS >.20)						
Maintenance of major city streets	52%	1	49%	3	0.2631	1
Maintenance of streets in your neighborhood	40%	2	49%	5	0.2060	2
High Priority (IS .10-.20)						
Condition of sidewalks in the city	34%	3	49%	4	0.1761	3
Plowing city streets	34%	4	61%	1	0.1344	4
Medium Priority (IS <.10)						
Mowing & trimming along city streets/other boulevards	15%	5	58%	2	0.0616	5

Note: The I-S Rating is calculated by multiplying the "Most Important" % by (1-'Satisfaction' %)

Most Important %:

The "Most Important" percentage represents the sum of the first and second most important responses for each item. Respondents were asked to identify the services they thought should receive the most emphasis over the next two years.

Satisfaction %:

The "Satisfaction" percentage represents the sum of the ratings "4" and "5" excluding 'don't knows.' Respondents ranked their level of satisfaction with each of the items on a scale of 1 to 5 with "5" being very satisfied and "1" being very dissatisfied.

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Importance-Satisfaction Rating

City of Northfield, MN

Code Enforcement

Service	Most Important %	Most Important Rank	Satisfaction %	Satisfaction Rank	Importance-Satisfaction Rating	I-S Rating Rank
Very High Priority (IS >.20)						
Addressing concerns about material, garbage, recyclables, furniture, machinery	41%	1	32%	5	0.2773	1
High Priority (IS .10-.20)						
Enforcing mowing & trimming of grass, weeds, & vegetation on private property	29%	2	38%	4	0.1832	2
Responding to reports of dangerous/unpermitted building	17%	4	31%	6	0.1135	3
Responding to noise concerns or complaints	21%	3	52%	1	0.1021	4
Medium Priority (IS <.10)						
Enforcement of animal regulations	15%	5	51%	2	0.0759	5
Enforcing parking	13%	6	49%	3	0.0654	6

Note: The I-S Rating is calculated by multiplying the "Most Important" % by (1-'Satisfaction' %)

Most Important %:

The "Most Important" percentage represents the sum of the first and second most important responses for each item. Respondents were asked to identify the services they thought should receive the most emphasis over the next two years.

Satisfaction %:

The "Satisfaction" percentage represents the sum of the ratings "4" and "5" excluding 'don't knows.' Respondents ranked their level of satisfaction with each of the items on a scale of 1 to 5 with "5" being very satisfied and "1" being very dissatisfied.

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Tabular Data

Q1. OVERALL SATISFACTION. Major categories of services provided by the City of Northfield are listed below. Please rate each item listed below using a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied."

(N=428)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied	Don't know
Q1-1. Overall quality of police services	39.3%	41.8%	10.7%	1.9%	1.2%	5.1%
Q1-2. Overall quality of City parks	24.3%	53.7%	15.7%	4.7%	0.5%	1.2%
Q1-3. Overall maintenance of City streets	8.6%	32.7%	23.6%	25.5%	9.3%	0.2%
Q1-4. Overall quality of City water utilities & services	18.7%	46.7%	21.3%	9.3%	2.1%	1.9%
Q1-5. Overall quality of City sewer services	22.9%	53.0%	16.8%	2.6%	0.0%	4.7%
Q1-6. Overall effectiveness of City management of stormwater runoff	15.2%	45.6%	17.3%	6.5%	1.2%	14.3%
Q1-7. Overall enforcement of City codes & ordinances	12.9%	32.0%	27.3%	8.6%	3.0%	16.1%
Q1-8. Overall quality of customer services you receive from City employees	24.5%	39.3%	19.9%	6.5%	0.5%	9.3%
Q1-9. Overall effectiveness of City communication with the public	12.1%	30.6%	26.4%	18.7%	10.0%	2.1%
Q1-10. Overall effectiveness of City economic development efforts	5.1%	16.8%	26.6%	24.5%	19.2%	7.7%

WITHOUT "DON'T KNOW"

Q1. OVERALL SATISFACTION. Major categories of services provided by the City of Northfield are listed below. Please rate each item listed below using a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied." (without "don't know")

(N=428)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied
Q1-1. Overall quality of police services	41.4%	44.1%	11.3%	2.0%	1.2%
Q1-2. Overall quality of City parks	24.6%	54.4%	15.8%	4.7%	0.5%
Q1-3. Overall maintenance of City streets	8.7%	32.8%	23.7%	25.5%	9.4%
Q1-4. Overall quality of City water utilities & services	19.0%	47.6%	21.7%	9.5%	2.1%
Q1-5. Overall quality of City sewer services	24.0%	55.6%	17.6%	2.7%	0.0%
Q1-6. Overall effectiveness of City management of stormwater runoff	17.7%	53.1%	20.2%	7.6%	1.4%
Q1-7. Overall enforcement of City codes & ordinances	15.3%	38.2%	32.6%	10.3%	3.6%
Q1-8. Overall quality of customer services you receive from City employees	27.1%	43.3%	21.9%	7.2%	0.5%
Q1-9. Overall effectiveness of City communication with the public	12.4%	31.3%	27.0%	19.1%	10.3%
Q1-10. Overall effectiveness of City economic development efforts	5.6%	18.2%	28.9%	26.6%	20.8%

Q2. Which THREE of the items listed in Question 1 do you think should receive the MOST EMPHASIS from City leaders over the next TWO years?

<u>Q2. Top choice</u>	<u>Number</u>	<u>Percent</u>
Overall quality of police services	23	5.4 %
Overall quality of City parks	24	5.6 %
Overall maintenance of City streets	122	28.5 %
Overall quality of City water utilities & services	36	8.4 %
Overall quality of City sewer services	1	0.2 %
Overall effectiveness of City management of stormwater runoff	6	1.4 %
Overall enforcement of City codes & ordinances	7	1.6 %
Overall quality of customer services you receive from City employees	7	1.6 %
Overall effectiveness of City communication with the public	59	13.8 %
Overall effectiveness of City economic development efforts	129	30.1 %
None chosen	14	3.3 %
Total	428	100.0 %

Q2. Which THREE of the items listed in Question 1 do you think should receive the MOST EMPHASIS from City leaders over the next TWO years?

<u>Q2. 2nd choice</u>	<u>Number</u>	<u>Percent</u>
Overall quality of police services	14	3.3 %
Overall quality of City parks	37	8.6 %
Overall maintenance of City streets	78	18.2 %
Overall quality of City water utilities & services	46	10.7 %
Overall quality of City sewer services	6	1.4 %
Overall effectiveness of City management of stormwater runoff	11	2.6 %
Overall enforcement of City codes & ordinances	17	4.0 %
Overall quality of customer services you receive from City employees	11	2.6 %
Overall effectiveness of City communication with the public	86	20.1 %
Overall effectiveness of City economic development efforts	89	20.8 %
None chosen	33	7.7 %
Total	428	100.0 %

Q2. Which THREE of the items listed in Question 1 do you think should receive the MOST EMPHASIS from City leaders over the next TWO years?

<u>Q2. 3rd choice</u>	<u>Number</u>	<u>Percent</u>
Overall quality of police services	19	4.4 %
Overall quality of City parks	32	7.5 %
Overall maintenance of City streets	70	16.4 %
Overall quality of City water utilities & services	36	8.4 %
Overall quality of City sewer services	7	1.6 %
Overall effectiveness of City management of stormwater runoff	15	3.5 %
Overall enforcement of City codes & ordinances	40	9.3 %
Overall quality of customer services you receive from City employees	28	6.5 %
Overall effectiveness of City communication with the public	56	13.1 %
Overall effectiveness of City economic development efforts	61	14.3 %
None chosen	64	15.0 %
Total	428	100.0 %

SUM OF TOP 3 CHOICES

Q2. Which THREE of the items listed in Question 1 do you think should receive the MOST EMPHASIS from City leaders over the next TWO years? (top 3)

<u>Q2. Sum of top 3 choices</u>	<u>Number</u>	<u>Percent</u>
Overall quality of police services	56	13.1 %
Overall quality of City parks	93	21.7 %
Overall maintenance of City streets	270	63.1 %
Overall quality of City water utilities & services	118	27.6 %
Overall quality of City sewer services	14	3.3 %
Overall effectiveness of City management of stormwater runoff	32	7.5 %
Overall enforcement of City codes & ordinances	64	15.0 %
Overall quality of customer services you receive from City employees	46	10.7 %
Overall effectiveness of City communication with the public	201	47.0 %
Overall effectiveness of City economic development efforts	279	65.2 %
None chosen	14	3.3 %
Total	1187	

Q3. Several factors may influence your perception of the City of Northfield and the services it provides to the public. Please rate each item listed below using a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied."

(N=428)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied	Don't know
Q3-1. Overall quality of services provided by City of Northfield	13.3%	50.7%	26.9%	6.8%	0.9%	1.4%
Q3-2. Overall value that you receive for your City tax dollars & fees	5.6%	22.0%	23.6%	26.4%	20.1%	2.3%
Q3-3. Overall image of City	24.8%	44.6%	17.3%	9.1%	3.5%	0.7%
Q3-4. How well City is managing growth & development	5.1%	18.2%	26.6%	29.2%	14.0%	6.8%
Q3-5. Overall quality of life in Northfield	35.5%	43.7%	14.5%	4.9%	1.2%	0.2%
Q3-6. Overall feeling of safety in City	45.6%	45.1%	6.8%	2.1%	0.2%	0.2%
Q3-7. Availability of job opportunities	4.0%	14.7%	39.0%	12.4%	4.2%	25.7%
Q3-8. Availability of affordable housing	2.6%	7.9%	24.3%	36.9%	16.1%	12.1%
Q3-9. Overall quality of new development, both public & private	2.1%	17.1%	35.5%	22.2%	11.9%	11.2%
Q3-10. Appearance of residential property in Northfield	15.4%	54.9%	20.8%	6.1%	1.4%	1.4%
Q3-11. Appearance of commercial property in Northfield	11.4%	56.1%	26.4%	4.2%	0.7%	1.2%

WITHOUT "DON'T KNOW"

Q3. Several factors may influence your perception of the City of Northfield and the services it provides to the public. Please rate each item listed below using a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied." (without "don't know")

(N=428)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied
Q3-1. Overall quality of services provided by City of Northfield	13.5%	51.4%	27.3%	6.9%	0.9%
Q3-2. Overall value that you receive for your City tax dollars & fees	5.7%	22.5%	24.2%	27.0%	20.6%
Q3-3. Overall image of City	24.9%	44.9%	17.4%	9.2%	3.5%
Q3-4. How well City is managing growth & development	5.5%	19.5%	28.6%	31.3%	15.0%
Q3-5. Overall quality of life in Northfield	35.6%	43.8%	14.5%	4.9%	1.2%
Q3-6. Overall feeling of safety in City	45.7%	45.2%	6.8%	2.1%	0.2%
Q3-7. Availability of job opportunities	5.3%	19.8%	52.5%	16.7%	5.7%
Q3-8. Availability of affordable housing	2.9%	9.0%	27.7%	42.0%	18.4%
Q3-9. Overall quality of new development, both public & private	2.4%	19.2%	40.0%	25.0%	13.4%
Q3-10. Appearance of residential property in Northfield	15.6%	55.7%	21.1%	6.2%	1.4%
Q3-11. Appearance of commercial property in Northfield	11.6%	56.7%	26.7%	4.3%	0.7%

Q4. PUBLIC SAFETY. Please rate your satisfaction with each of the following public safety items listed below using a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied."

(N=428)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied	Don't know
Q4-1. Visibility of police in the community	28.3%	54.7%	12.6%	2.6%	0.5%	1.4%
Q4-2. City's overall effort to prevent crime	22.2%	55.4%	11.2%	3.3%	0.7%	7.2%
Q4-3. Enforcement of local traffic laws	15.2%	51.4%	18.9%	6.8%	1.9%	5.8%
Q4-4. Your level of trust in police department	34.6%	48.8%	10.7%	2.6%	1.9%	1.4%
Q4-5. How quickly police respond to emergencies	25.5%	36.7%	11.4%	0.2%	0.2%	25.9%
Q4-6. Your overall sense of safety in the community	39.3%	53.3%	5.4%	1.4%	0.2%	0.5%

WITHOUT "DON'T KNOW"

Q4. PUBLIC SAFETY. Please rate your satisfaction with each of the following public safety items listed below using a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied." (without "don't know")

(N=428)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied
Q4-1. Visibility of police in the community	28.7%	55.5%	12.8%	2.6%	0.5%
Q4-2. City's overall effort to prevent crime	23.9%	59.7%	12.1%	3.5%	0.8%
Q4-3. Enforcement of local traffic laws	16.1%	54.6%	20.1%	7.2%	2.0%
Q4-4. Your level of trust in police department	35.1%	49.5%	10.9%	2.6%	1.9%
Q4-5. How quickly police respond to emergencies	34.4%	49.5%	15.5%	0.3%	0.3%
Q4-6. Your overall sense of safety in the community	39.4%	53.5%	5.4%	1.4%	0.2%

Q5. Which TWO of the Public Safety items listed in Question 4 do you think should receive the MOST EMPHASIS from City leaders over the next TWO years?

Q5. Top choice	Number	Percent
Visibility of police in the community	47	11.0 %
City's overall effort to prevent crime	113	26.4 %
Enforcement of local traffic laws	67	15.7 %
Your level of trust in police department	68	15.9 %
How quickly police respond to emergencies	27	6.3 %
Your overall sense of safety in the community	54	12.6 %
None chosen	52	12.1 %
Total	428	100.0 %

Q5. Which TWO of the Public Safety items listed in Question 4 do you think should receive the MOST EMPHASIS from City leaders over the next TWO years?

Q5. 2nd choice	Number	Percent
Visibility of police in the community	50	11.7 %
City's overall effort to prevent crime	77	18.0 %
Enforcement of local traffic laws	39	9.1 %
Your level of trust in police department	48	11.2 %
How quickly police respond to emergencies	44	10.3 %
Your overall sense of safety in the community	85	19.9 %
None chosen	85	19.9 %
Total	428	100.0 %

SUM OF TOP 2 CHOICES

Q5. Which TWO of the Public Safety items listed in Question 4 do you think should receive the MOST EMPHASIS from City leaders over the next TWO years? (top 2)

Q5. Sum of top 2 choices	Number	Percent
Visibility of police in the community	97	22.7 %
City's overall effort to prevent crime	190	44.4 %
Enforcement of local traffic laws	106	24.8 %
Your level of trust in police department	116	27.1 %
How quickly police respond to emergencies	71	16.6 %
Your overall sense of safety in the community	139	32.5 %
None chosen	52	12.1 %
Total	771	

Q6. PARKS. Please rate your satisfaction with each of the following parks items listed below using a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied."

(N=428)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied	Don't know
Q6-1. Quality of park facilities such as playgrounds, open space, picnic shelters	20.6%	55.4%	13.6%	5.4%	1.6%	3.5%
Q6-2. Quality of outdoor athletic facilities such as, baseball, softball, basketball, soccer & lacrosse	17.1%	43.2%	17.3%	4.2%	1.9%	16.4%
Q6-3. Appearance & maintenance of existing City parks, recreational facilities, & trails	18.5%	51.4%	17.5%	7.7%	2.3%	2.6%
Q6-4. Park shelter rental availability & restroom accessibility	9.6%	30.1%	23.6%	7.0%	0.9%	28.7%

WITHOUT "DON'T KNOW"

Q6. PARKS. Please rate your satisfaction with each of the following parks items listed below using a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied." (without "don't know")

(N=428)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied
Q6-1. Quality of park facilities such as playgrounds, open space, picnic shelters	21.3%	57.4%	14.0%	5.6%	1.7%
Q6-2. Quality of outdoor athletic facilities such as, baseball, softball, basketball, soccer & lacrosse	20.4%	51.7%	20.7%	5.0%	2.2%
Q6-3. Appearance & maintenance of existing City parks, recreational facilities, & trails	18.9%	52.8%	18.0%	7.9%	2.4%
Q6-4. Park shelter rental availability & restroom accessibility	13.4%	42.3%	33.1%	9.8%	1.3%

Q7. Which TWO of the Parks items listed in Question 6 do you think should receive the MOST EMPHASIS from City leaders over the next TWO years?

Q7. Top choice	Number	Percent
Quality of park facilities such as playgrounds, open space, picnic shelters	128	29.9 %
Quality of outdoor athletic facilities such as, baseball, softball, basketball, soccer & lacrosse	42	9.8 %
Appearance & maintenance of existing City parks, recreational facilities, & trails	137	32.0 %
Park shelter rental availability & restroom accessibility	52	12.1 %
None chosen	69	16.1 %
Total	428	100.0 %

Q7. Which TWO of the Parks items listed in Question 6 do you think should receive the MOST EMPHASIS from City leaders over the next TWO years?

Q7. 2nd choice	Number	Percent
Quality of park facilities such as playgrounds, open space, picnic shelters	105	24.5 %
Quality of outdoor athletic facilities such as, baseball, softball, basketball, soccer & lacrosse	64	15.0 %
Appearance & maintenance of existing City parks, recreational facilities, & trails	112	26.2 %
Park shelter rental availability & restroom accessibility	44	10.3 %
None chosen	103	24.1 %
Total	428	100.0 %

SUM OF TOP 2 CHOICES

Q7. Which TWO of the Parks items listed in Question 6 do you think should receive the MOST EMPHASIS from City leaders over the next TWO years? (top 2)

Q7. Sum of top 2 choices	Number	Percent
Quality of park facilities such as playgrounds, open space, picnic shelters	233	54.4 %
Quality of outdoor athletic facilities such as, baseball, softball, basketball, soccer & lacrosse	106	24.8 %
Appearance & maintenance of existing City parks, recreational facilities, & trails	249	58.2 %
Park shelter rental availability & restroom accessibility	96	22.4 %
None chosen	69	16.1 %
Total	753	

Q8. COMMUNITY OUTREACH. Which of the following would be your preferred way(s) to receive news and information about City programs, projects, services, and events?

Q8. Your preferred ways to receive news & information about City programs, projects, services, & events	Number	Percent
City website	228	53.3 %
City social media	190	44.4 %
Public meetings (for example, open houses, community forums)	130	30.4 %
Notify Me City information update service	141	32.9 %
Newsletter or other insert inside utility bill envelope	266	62.1 %
Total	955	

Q9. Please rate your satisfaction with each of the following items concerning Community Outreach using a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied."

(N=428)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied	Don't know
Q9-1. Availability of information about City programs & services	5.1%	36.9%	36.7%	11.4%	2.8%	7.0%
Q9-2. City efforts to keep the public informed about local issues	6.1%	26.9%	30.8%	21.5%	9.1%	5.6%
Q9-3. Overall quality of City's website & social media	4.2%	28.3%	34.8%	13.3%	1.9%	17.5%
Q9-4. Level of public involvement in local decision making	4.2%	17.3%	25.0%	24.5%	21.0%	7.9%
Q9-5. Timeliness of information provided by City	5.4%	22.4%	33.2%	20.3%	7.2%	11.4%
Q9-6. City email information update service	3.3%	13.1%	29.9%	8.9%	4.7%	40.2%

WITHOUT "DON'T KNOW"

Q9. Please rate your satisfaction with each of the following items concerning Community Outreach using a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied." (without "don't know")

(N=428)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied
Q9-1. Availability of information about City programs & services	5.5%	39.7%	39.4%	12.3%	3.0%
Q9-2. City efforts to keep the public informed about local issues	6.4%	28.5%	32.7%	22.8%	9.7%
Q9-3. Overall quality of City's website & social media	5.1%	34.3%	42.2%	16.1%	2.3%
Q9-4. Level of public involvement in local decision making	4.6%	18.8%	27.2%	26.6%	22.8%
Q9-5. Timeliness of information provided by City	6.1%	25.3%	37.5%	23.0%	8.2%
Q9-6. City email information update service	5.5%	21.9%	50.0%	14.8%	7.8%

Q10. Which TWO of the Community Outreach items listed in Question 9 do you think should receive the MOST EMPHASIS from City leaders over the next TWO years?

<u>Q10. Top choice</u>	<u>Number</u>	<u>Percent</u>
Availability of information about City programs & services	65	15.2 %
City efforts to keep the public informed about local issues	111	25.9 %
Overall quality of City's website & social media	19	4.4 %
Level of public involvement in local decision making	154	36.0 %
Timeliness of information provided by City	17	4.0 %
City email information update service	23	5.4 %
None chosen	39	9.1 %
Total	428	100.0 %

Q10. Which TWO of the Community Outreach items listed in Question 9 do you think should receive the MOST EMPHASIS from City leaders over the next TWO years?

<u>Q10. 2nd choice</u>	<u>Number</u>	<u>Percent</u>
Availability of information about City programs & services	40	9.3 %
City efforts to keep the public informed about local issues	110	25.7 %
Overall quality of City's website & social media	27	6.3 %
Level of public involvement in local decision making	89	20.8 %
Timeliness of information provided by City	64	15.0 %
City email information update service	30	7.0 %
None chosen	68	15.9 %
Total	428	100.0 %

SUM OF TOP 2 CHOICES

Q10. Which TWO of the Community Outreach items listed in Question 9 do you think should receive the MOST EMPHASIS from City leaders over the next TWO years? (top 2)

<u>Q10. Sum of top 2 choices</u>	<u>Number</u>	<u>Percent</u>
Availability of information about City programs & services	105	24.5 %
City efforts to keep the public informed about local issues	221	51.6 %
Overall quality of City's website & social media	46	10.7 %
Level of public involvement in local decision making	243	56.8 %
Timeliness of information provided by City	81	18.9 %
City email information update service	53	12.4 %
None chosen	39	9.1 %
Total	788	

Q11. CITY STREETS/SIDEWALKS. Please rate your satisfaction with each of the following items concerning City streets using a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied."

(N=428)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied	Don't know
Q11-1. Maintenance of major City streets	9.8%	38.6%	21.3%	20.8%	7.7%	1.9%
Q11-2. Maintenance of streets in your neighborhood	11.2%	36.4%	18.5%	23.4%	8.9%	1.6%
Q11-3. Mowing & trimming along City streets & other boulevards	13.8%	42.3%	20.6%	12.9%	7.0%	3.5%
Q11-4. Plowing City streets	18.0%	41.6%	17.8%	12.6%	8.4%	1.6%
Q11-5. Condition of sidewalks in City	8.9%	38.6%	27.6%	17.3%	4.9%	2.8%

WITHOUT "DON'T KNOW"

Q11. CITY STREETS/SIDEWALKS. Please rate your satisfaction with each of the following items concerning City streets using a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied." (without "don't know")

(N=428)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied
Q11-1. Maintenance of major City streets	10.0%	39.3%	21.7%	21.2%	7.9%
Q11-2. Maintenance of streets in your neighborhood	11.4%	37.1%	18.8%	23.8%	9.0%
Q11-3. Mowing & trimming along City streets & other boulevards	14.3%	43.8%	21.3%	13.3%	7.3%
Q11-4. Plowing City streets	18.3%	42.3%	18.1%	12.8%	8.6%
Q11-5. Condition of sidewalks in City	9.1%	39.7%	28.4%	17.8%	5.0%

Q12. Which TWO of the Street related items listed in Question 11 do you think should receive the MOST EMPHASIS from City leaders over the next TWO years?

Q12. Top choice	Number	Percent
Maintenance of major City streets	143	33.4 %
Maintenance of streets in your neighborhood	80	18.7 %
Mowing & trimming along City streets & other boulevards	39	9.1 %
Plowing City streets	59	13.8 %
Condition of sidewalks in City	64	15.0 %
None chosen	43	10.0 %
Total	428	100.0 %

Q12. Which TWO of the Street related items listed in Question 11 do you think should receive the MOST EMPHASIS from City leaders over the next TWO years?

Q12. 2nd choice	Number	Percent
Maintenance of major City streets	79	18.5 %
Maintenance of streets in your neighborhood	91	21.3 %
Mowing & trimming along City streets & other boulevards	24	5.6 %
Plowing City streets	87	20.3 %
Condition of sidewalks in City	83	19.4 %
None chosen	64	15.0 %
Total	428	100.0 %

SUM OF TOP 2 CHOICES

Q12. Which TWO of the Street related items listed in Question 11 do you think should receive the MOST EMPHASIS from City leaders over the next TWO years? (top 2)

Q12. Sum of top 2 choices	Number	Percent
Maintenance of major City streets	222	51.9 %
Maintenance of streets in your neighborhood	171	40.0 %
Mowing & trimming along City streets & other boulevards	63	14.7 %
Plowing City streets	146	34.1 %
Condition of sidewalks in City	147	34.3 %
None chosen	43	10.0 %
Total	792	

Q13. CODE ENFORCEMENT. Please rate your satisfaction with each of the code enforcement items listed below using a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied."

(N=428)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied	Don't know
Q13-1. Enforcement of animal regulations	8.4%	25.7%	22.0%	8.2%	3.0%	32.7%
Q13-2. Responding to noise concerns or complaints	6.5%	24.5%	23.4%	3.7%	1.2%	40.7%
Q13-3. Enforcing mowing & trimming of grass, weeds, & vegetation on private property	5.4%	21.7%	25.2%	13.8%	5.8%	28.0%
Q13-4. Enforcing parking	7.7%	30.8%	30.1%	8.9%	1.4%	21.0%
Q13-5. Responding to reports of dangerous or unpermitted building	3.3%	11.4%	27.8%	3.0%	1.6%	52.8%
Q13-6. Addressing concerns about material/garbage/recyclables/furniture/machinery	4.0%	16.6%	27.3%	12.1%	4.7%	35.3%
Q13-7. Other	0.0%	0.0%	0.0%	2.8%	3.3%	93.9%

WITHOUT "DON'T KNOW"

Q13. CODE ENFORCEMENT. Please rate your satisfaction with each of the code enforcement items listed below using a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied." (without "don't know")

(N=428)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied
Q13-1. Enforcement of animal regulations	12.5%	38.2%	32.6%	12.2%	4.5%
Q13-2. Responding to noise concerns or complaints	11.0%	41.3%	39.4%	6.3%	2.0%
Q13-3. Enforcing mowing & trimming of grass, weeds, & vegetation on private property	7.5%	30.2%	35.1%	19.2%	8.1%
Q13-4. Enforcing parking	9.8%	39.1%	38.2%	11.2%	1.8%
Q13-5. Responding to reports of dangerous or unpermitted building	6.9%	24.3%	58.9%	6.4%	3.5%
Q13-6. Addressing concerns about material/garbage/recyclables/furniture/machinery	6.1%	25.6%	42.2%	18.8%	7.2%
Q13-7. Other	0.0%	0.0%	0.0%	46.2%	53.8%

Q13-7. Other

- Availability of downtown parking
- City staff seem to brush off enforcement of blighted properties. Has become more prevalent with increased property taxes, no incentive to maintain or improve conditions.
- Cleaning sidewalks in the winter.
- Clearing site lines at the Jefferson Parkway roundabout.
- Enforced pedestrians to use sidewalks.
- Fireworks after July 4th in the neighborhood.
- Folks putting unwanted items on the curb.
- Loud mufflers
- Momentum moving forward on being a more sustainable community seems to be downplayed rather than integrated into the way community and economic development is discussed and communicated by city and elected officials. I'd like to see much more here.
- Need to keep up, keep clean, what we have and quit adding more things that we don't have the manpower to keep up.
- People dropping furniture, etc. on drives
- Rental properties with code violations, repeated police calls, and poor maintenance of property.
- Sidewalk snow removal
- Sidewalks not shoveled, intersections pedestrians have to step into snow piled up by plows.
- Snow removal
- Speeding on Woodley and Highway 3
- Stop the no mow May and similar ideas; it only allows for significant spread of weeds and makes NFL look trashy. Also, do not allow anything other than grass and trees in the area between curb and sidewalk and if there is no sidewalk maybe ten feet from curb; especially on corners as it creates line of sight issues and most are not maintained again causing it to look trashy in town. Have a curbside get rid of stuff event; they do that in Bloomington and folks drive around and pick up others' "trash" before the pickup occurs keeping stuff out of landfills. Finally, WAY too many folks do not leash/tether their animals; folks should be warned/ticketed if seen doing so. I have been charged at way too many times to count.
- Stopping at stop signs
- Stormwater retention
- Taxes are too high.
- Too many cats running loose.
- Trailers parked in front yards.
- Turn signals and stop signs/police should ticket offenders.
- Very tired of seeing protesters year round! These agitators are getting more disruptive as time goes on.
- We used to have nice wide streets, with plenty of room to park on both sides and room for bicycles. The narrower streets, bike lanes and bumpouts have made it more difficult to drive, turn corners and I believe less safe for bicycles. The maintenance of medians, bumpouts and boulevards in the city is terrible.
- Where does the relationship to 50North fall? Previously we were under parks and recreation. As a senior I don't see my needs addressed here. 50North is getting crowded and expansion and general maintenance need to be performed to clean the place up.

Q14. Which TWO of the Code Enforcement items listed in Question 13 do you think should receive the MOST EMPHASIS from City leaders over the next TWO years?

Q14. Top choice	Number	Percent
Enforcement of animal regulations	44	10.3 %
Responding to noise concerns or complaints	43	10.0 %
Enforcing mowing & trimming of grass, weeds, & vegetation on private property	75	17.5 %
Enforcing parking	22	5.1 %
Responding to reports of dangerous or unpermitted building	43	10.0 %
Addressing concerns about material/garbage/recyclables/furniture/machinery	88	20.6 %
Other	16	3.7 %
None chosen	97	22.7 %
Total	428	100.0 %

Q14. Which TWO of the Code Enforcement items listed in Question 13 do you think should receive the MOST EMPHASIS from City leaders over the next TWO years?

Q14. 2nd choice	Number	Percent
Enforcement of animal regulations	22	5.1 %
Responding to noise concerns or complaints	49	11.4 %
Enforcing mowing & trimming of grass, weeds, & vegetation on private property	51	11.9 %
Enforcing parking	33	7.7 %
Responding to reports of dangerous or unpermitted building	28	6.5 %
Addressing concerns about material/garbage/recyclables/furniture/machinery	89	20.8 %
Other	3	0.7 %
None chosen	153	35.7 %
Total	428	100.0 %

SUM OF TOP 2 CHOICES

Q14. Which TWO of the Code Enforcement items listed in Question 13 do you think should receive the MOST EMPHASIS from City leaders over the next TWO years? (top 2)

Q14. Sum of top 2 choices	Number	Percent
Enforcement of animal regulations	66	15.4 %
Responding to noise concerns or complaints	92	21.5 %
Enforcing mowing & trimming of grass, weeds, & vegetation on private property	126	29.4 %
Enforcing parking	55	12.9 %
Responding to reports of dangerous or unpermitted building	71	16.6 %
Addressing concerns about material/garbage/recyclables/furniture/machinery	177	41.4 %
Other	19	4.4 %
None chosen	97	22.7 %
Total	703	

Q15. PLANNING AND LAND USE. Using a scale of 1 to 5, where 5 means "Much Too Slow" and 1 means "Much Too Fast," please rate the City's current pace of development in each of the following areas.

(N=428)

	Much too slow	Slow	Average	Fast	Much too fast	Don't know
Q15-1. Office development	6.1%	16.8%	36.0%	1.2%	2.3%	37.6%
Q15-2. Industrial development	23.8%	24.5%	23.6%	1.9%	1.6%	24.5%
Q15-3. Multi-family residential development	9.6%	23.4%	32.7%	8.4%	7.0%	18.9%
Q15-4. Single-family residential development	12.9%	24.5%	39.0%	4.9%	0.9%	17.8%
Q15-5. Retail development	10.0%	30.4%	36.2%	2.3%	0.5%	20.6%
Q15-6. Eatery/restaurant development	12.1%	26.9%	40.4%	3.5%	0.7%	16.4%

WITHOUT "DON'T KNOW"

Q15. PLANNING AND LAND USE. Using a scale of 1 to 5, where 5 means "Much Too Slow" and 1 means "Much Too Fast," please rate the City's current pace of development in each of the following areas. (without "don't know")

(N=428)

	Much too slow	Slow	Average	Fast	Much too fast
Q15-1. Office development	9.7%	27.0%	57.7%	1.9%	3.7%
Q15-2. Industrial development	31.6%	32.5%	31.3%	2.5%	2.2%
Q15-3. Multi-family residential development	11.8%	28.8%	40.3%	10.4%	8.6%
Q15-4. Single-family residential development	15.6%	29.8%	47.4%	6.0%	1.1%
Q15-5. Retail development	12.6%	38.2%	45.6%	2.9%	0.6%
Q15-6. Eatery/restaurant development	14.5%	32.1%	48.3%	4.2%	0.8%

Q16. CITY CUSTOMER SERVICE. Have you called, emailed, or visited the City with a question or to report a problem or complaint during the past year?

Q16. Have you called, emailed, or visited City with a question or to report a problem or complaint during past year

	Number	Percent
Yes	169	39.5 %
No	237	55.4 %
Don't know	22	5.1 %
Total	428	100.0 %

WITHOUT "DON'T KNOW"

Q16. CITY CUSTOMER SERVICE. Have you called, emailed, or visited the City with a question or to report a problem or complaint during the past year? (without "don't know")

Q16. Have you called, emailed, or visited City with a question or to report a problem or complaint during past year

	Number	Percent
Yes	169	41.6 %
No	237	58.4 %
Total	406	100.0 %

Q16a. How easy was it to contact the person you needed to reach?

Q16a. How easy was it to contact the person you needed to reach	Number	Percent
Very easy	71	42.0 %
Somewhat easy	63	37.3 %
Difficult	21	12.4 %
Very difficult	10	5.9 %
Don't know	4	2.4 %
Total	169	100.0 %

WITHOUT "DON'T KNOW"**Q16a. How easy was it to contact the person you needed to reach? (without "don't know")**

Q16a. How easy was it to contact the person you needed to reach	Number	Percent
Very easy	71	43.0 %
Somewhat easy	63	38.2 %
Difficult	21	12.7 %
Very difficult	10	6.1 %
Total	165	100.0 %

Q16b. What department did you contact?

<u>Q16b. What department did you contact</u>	<u>Number</u>	<u>Percent</u>
Police	24	14.2 %
Administration, City Clerk, Communication, IT, HR	44	26.0 %
Community Development	18	10.7 %
Northfield Public Library	28	16.6 %
Parks	25	14.8 %
Engineering	23	13.6 %
Utility Billing	18	10.7 %
Public Works (streets/water/sewer)	63	37.3 %
DMV	31	18.3 %
Other	11	6.5 %
Total	285	

Q16b-10. Other:

<u>Q16b-10. Other</u>	<u>Number</u>	<u>Percent</u>
City Council	2	18.2 %
Left a message concerning barking dog issues	1	9.1 %
Inspections	1	9.1 %
Snow on sidewalks and curbs especially	1	9.1 %
Council representatives	1	9.1 %
St. Dept	1	9.1 %
Arborist/EAB, Ash	1	9.1 %
Building and planning	1	9.1 %
Road maintenance	1	9.1 %
Whoever is responsible for trees	1	9.1 %
Total	11	100.0 %

Q16c. Several factors that may influence your perception of the quality of customer service you receive from City employees are listed below. For each item, please rate how often the employees you contacted during the past year have displayed the behavior described using a scale of 1 to 5, where 5 means "Always" and 1 means "Never."

(N=169)

	Always	Sometimes	Not often	Never	Don't know
Q16c-1. They were courteous & polite	68.6%	21.9%	2.4%	1.8%	5.3%
Q16c-2. They gave prompt, accurate, & complete answers in response to questions/ concerns	52.7%	27.8%	10.7%	4.1%	4.7%
Q16c-3. They followed through & did what they said they would do in a timely manner	45.6%	29.0%	8.9%	10.1%	6.5%
Q16c-4. They helped to resolve your issue	44.4%	28.4%	10.1%	10.7%	6.5%

WITHOUT "DON'T KNOW"

Q16c. Several factors that may influence your perception of the quality of customer service you receive from City employees are listed below. For each item, please rate how often the employees you contacted during the past year have displayed the behavior described using a scale of 1 to 5, where 5 means "Always" and 1 means "Never." (without "don't know")

(N=169)

	Always	Sometimes	Not often	Never
Q16c-1. They were courteous & polite	72.5%	23.1%	2.5%	1.9%
Q16c-2. They gave prompt, accurate, & complete answers in response to questions/ concerns	55.3%	29.2%	11.2%	4.3%
Q16c-3. They followed through & did what they said they would do in a timely manner	48.7%	31.0%	9.5%	10.8%
Q16c-4. They helped to resolve your issue	47.5%	30.4%	10.8%	11.4%

Q17. Several statements about the library are listed below. Using a scale of 1 to 5, where 5 means "Strongly Agree" and 1 means "Strongly Disagree," please rate your level of agreement with each of the following.

(N=428)

	Strongly agree	Agree	Neutral	Disagree	Strongly disagree	Don't know
Q17-1. The library is a place of lifelong learning	62.6%	24.5%	8.4%	1.2%	1.4%	1.9%
Q17-2. The library serves as a community hub	51.4%	25.9%	11.4%	5.4%	2.3%	3.5%
Q17-3. I think libraries are important to our community	70.3%	20.6%	5.4%	1.2%	1.2%	1.4%
Q17-4. Libraries are important to me personally	53.3%	22.7%	15.4%	3.7%	2.3%	2.6%
Q17-5. I feel welcome at the library	60.7%	22.4%	11.0%	1.2%	0.7%	4.0%
Q17-6. I think the library is still relevant	66.6%	21.3%	5.8%	2.8%	1.6%	1.9%
Q17-7. I feel safe at the library	63.3%	25.0%	6.3%	0.0%	0.0%	5.4%
Q17-8. The library facility I use is meeting the needs of the community	46.0%	29.2%	10.7%	2.8%	0.7%	10.5%
Q17-9. My library is clean & well maintained	64.0%	24.8%	5.6%	0.5%	0.0%	5.1%

WITHOUT "DON'T KNOW"

Q17. Several statements about the library are listed below. Using a scale of 1 to 5, where 5 means "Strongly Agree" and 1 means "Strongly Disagree," please rate your level of agreement with each of the following. (without "don't know")

(N=428)

	Strongly agree	Agree	Neutral	Disagree	Strongly disagree
Q17-1. The library is a place of lifelong learning	63.8%	25.0%	8.6%	1.2%	1.4%
Q17-2. The library serves as a community hub	53.3%	26.9%	11.9%	5.6%	2.4%
Q17-3. I think libraries are important to our community	71.3%	20.9%	5.5%	1.2%	1.2%
Q17-4. Libraries are important to me personally	54.7%	23.3%	15.8%	3.8%	2.4%
Q17-5. I feel welcome at the library	63.3%	23.4%	11.4%	1.2%	0.7%
Q17-6. I think the library is still relevant	67.9%	21.7%	6.0%	2.9%	1.7%
Q17-7. I feel safe at the library	66.9%	26.4%	6.7%	0.0%	0.0%
Q17-8. The library facility I use is meeting the needs of the community	51.4%	32.6%	12.0%	3.1%	0.8%
Q17-9. My library is clean & well maintained	67.5%	26.1%	5.9%	0.5%	0.0%

Q18. Satisfaction with the Library System. Items that may influence your overall satisfaction with the Northfield Library system are listed below. Please rate each item on a scale of 1 to 5 where 5 means "Very Satisfied" and 1 means "Very Dissatisfied."

(N=428)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied	Don't know
Q18-1. How close library services are to your home	49.5%	36.0%	10.7%	0.2%	0.0%	3.5%
Q18-2. Overall quality of public library services in the community where you live	53.5%	31.3%	9.3%	0.7%	0.0%	5.1%
Q18-3. How well you are informed about library services & programs	32.0%	33.6%	22.4%	4.9%	0.7%	6.3%
Q18-4. The value of library services you receive for your tax dollars	45.1%	26.9%	12.9%	3.5%	3.5%	8.2%
Q18-5. The library website & digital services	33.9%	25.7%	19.2%	2.8%	0.5%	18.0%
Q18-6. Library services to assist those with mobility, vision & hearing impairment	18.2%	14.3%	16.1%	0.2%	0.0%	51.2%
Q18-7. Quality of information shared on the library's social media (Facebook, Instagram)	17.1%	12.9%	21.3%	1.4%	0.5%	47.0%

WITHOUT "DON'T KNOW"

Q18. Satisfaction with the Library System. Items that may influence your overall satisfaction with the Northfield Library system are listed below. Please rate each item on a scale of 1 to 5 where 5 means "Very Satisfied" and 1 means "Very Dissatisfied." (without "don't know")

(N=428)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied
Q18-1. How close library services are to your home	51.3%	37.3%	11.1%	0.2%	0.0%
Q18-2. Overall quality of public library services in the community where you live	56.4%	33.0%	9.9%	0.7%	0.0%
Q18-3. How well you are informed about library services & programs	34.2%	35.9%	23.9%	5.2%	0.7%
Q18-4. The value of library services you receive for your tax dollars	49.1%	29.3%	14.0%	3.8%	3.8%
Q18-5. The library website & digital services	41.3%	31.3%	23.4%	3.4%	0.6%
Q18-6. Library services to assist those with mobility, vision & hearing impairment	37.3%	29.2%	33.0%	0.5%	0.0%
Q18-7. Quality of information shared on the library's social media (Facebook, Instagram)	32.2%	24.2%	40.1%	2.6%	0.9%

Q19. Please rate your level of agreement with each of these statements.

(N=428)

	Strongly agree	Agree	Neutral	Disagree	Strongly disagree	Don't know
Q19-1. I want to live in a community where it is safe, convenient & comfortable to walk & to ride a bicycle	52.1%	31.8%	7.2%	2.8%	2.8%	3.3%
Q19-2. I want to live in a community where children can safely walk from their homes to schools & parks	65.4%	28.5%	2.3%	0.7%	0.2%	2.8%
Q19-3. I want to be able to safely walk or ride a bicycle from my home to my place of work	36.2%	21.7%	18.0%	8.6%	4.4%	11.0%
Q19-4. I want my community to make roads safer for pedestrians & bicyclists	36.0%	21.5%	20.1%	9.3%	8.4%	4.7%
Q19-5. I want there to be interesting things to see & do along bicycle & pedestrian routes	19.6%	17.8%	35.0%	12.1%	10.3%	5.1%
Q19-6. I want essential destinations in my community to be connected in a way that is safe for everyone regardless of their preferred method of travel (i. e., walking, riding a bicycle, riding transit, or driving a car)	43.7%	28.0%	13.6%	5.8%	5.6%	3.3%

WITHOUT "DON'T KNOW"

Q19. Please rate your level of agreement with each of these statements. (without "don't know")

(N=428)

	Strongly agree	Agree	Neutral	Disagree	Strongly disagree
Q19-1. I want to live in a community where it is safe, convenient & comfortable to walk & to ride a bicycle	53.9%	32.9%	7.5%	2.9%	2.9%
Q19-2. I want to live in a community where children can safely walk from their homes to schools & parks	67.3%	29.3%	2.4%	0.7%	0.2%
Q19-3. I want to be able to safely walk or ride a bicycle from my home to my place of work	40.7%	24.4%	20.2%	9.7%	5.0%
Q19-4. I want my community to make roads safer for pedestrians & bicyclists	37.7%	22.5%	21.1%	9.8%	8.8%
Q19-5. I want there to be interesting things to see & do along bicycle & pedestrian routes	20.7%	18.7%	36.9%	12.8%	10.8%
Q19-6. I want essential destinations in my community to be connected in a way that is safe for everyone regardless of their preferred method of travel (i.e. , walking, riding a bicycle, riding transit, or driving a car)	45.2%	29.0%	14.0%	6.0%	5.8%

Q20. Approximately how many years have you lived in Northfield?

Q20. How many years have you lived in Northfield	Number	Percent
0-5	85	19.9 %
6-10	48	11.2 %
11-15	38	8.9 %
16-20	30	7.0 %
21-30	82	19.2 %
31+	131	30.6 %
Not provided	14	3.3 %
Total	428	100.0 %

WITHOUT "NOT PROVIDED"**Q20. Approximately how many years have you lived in Northfield? (without "not provided")**

Q20. How many years have you lived in Northfield	Number	Percent
0-5	85	20.5 %
6-10	48	11.6 %
11-15	38	9.2 %
16-20	30	7.2 %
21-30	82	19.8 %
31+	131	31.6 %
Total	414	100.0 %

Q21. What is your age?

Q21. Your age	Number	Percent
18-34	79	18.5 %
35-44	82	19.2 %
45-54	77	18.0 %
55-64	85	19.9 %
65+	86	20.1 %
Not provided	19	4.4 %
Total	428	100.0 %

WITHOUT "NOT PROVIDED"**Q21. What is your age? (without "not provided")**

Q21. Your age	Number	Percent
18-34	79	19.3 %
35-44	82	20.0 %
45-54	77	18.8 %
55-64	85	20.8 %
65+	86	21.0 %
Total	409	100.0 %

Q22. How many children under the age of 18 live in your household?

Q22. How many children under 18 live in your household	Number	Percent
0	278	65.0 %
1	52	12.1 %
2	74	17.3 %
3	12	2.8 %
4	4	0.9 %
Not provided	8	1.9 %
Total	428	100.0 %

WITHOUT "NOT PROVIDED"**Q22. How many children under the age of 18 live in your household? (without "not provided")**

Q22. How many children under 18 live in your household	Number	Percent
0	278	66.2 %
1	52	12.4 %
2	74	17.6 %
3	12	2.9 %
4	4	1.0 %
Total	420	100.0 %

Q23. What is your gender?

Q23. Your gender	Number	Percent
Male	209	48.8 %
Female	214	50.0 %
Self-identified	1	0.2 %
Not provided	4	0.9 %
Total	428	100.0 %

WITHOUT "NOT PROVIDED"**Q23. What is your gender? (without "not provided")**

Q23. Your gender	Number	Percent
Male	209	49.3 %
Female	214	50.5 %
Self-identified	1	0.2 %
Total	424	100.0 %

Q24. What is your total annual household income?

<u>Q24. Your total annual household income</u>	<u>Number</u>	<u>Percent</u>
Under \$30K	35	8.2 %
\$30K-\$59,999	63	14.7 %
\$60K-\$99,999	70	16.4 %
\$100K-\$149,999	74	17.3 %
\$150K-\$199,999	61	14.3 %
\$200K+	24	5.6 %
Prefer not to answer	101	23.6 %
Total	428	100.0 %

WITHOUT "PREFER NOT TO ANSWER"**Q24. What is your total annual household income? (without "prefer not to answer")**

<u>Q24. Your total annual household income</u>	<u>Number</u>	<u>Percent</u>
Under \$30K	35	10.7 %
\$30K-\$59,999	63	19.3 %
\$60K-\$99,999	70	21.4 %
\$100K-\$149,999	74	22.6 %
\$150K-\$199,999	61	18.7 %
\$200K+	24	7.3 %
Total	327	100.0 %

A large graphic element consisting of a dark blue horizontal bar. On the left side of the bar, there is a white circle containing the number '5' in a dark blue font. To the right of the circle, the text 'Survey Instrument' is written in a white, sans-serif font.

5 Survey Instrument

January 2026

Dear Northfield Resident:

The City of Northfield wants your input! As a city, one of our biggest goals is to make sure our residents always feel like their city government is both open and accessible. Included in that commitment is to make sure that we remain focused on the services and priorities that are most important to you.

You have been randomly selected to take part in an important survey designed to gather resident opinion and feedback on City programs and services. We will use your response to improve and expand existing programs and determine the future needs of residents in the City of Northfield.

This is the first community survey like this the city has done. The city will survey residents every two years to form benchmarks for our community and track our progress.

The survey data will be compiled and analyzed by ETC Institute, which is one of the nation's leading firms in the field of local government research. They will present the results to the City Council this spring, and a final report will be available online.

Instructions

Please return your completed survey in the next week using the postage paid envelope provided. You can also fill out the survey online at northfieldmnsurvey.org. Your survey responses will remain confidential.

Questions?

Please contact Assistant to the City Administrator Risi Karim at the City of Northfield at 507-645-3074 or risi.karim@northfieldmn.gov.

Thank you in advance for your participation!

Sincerely,



Ben Martig
City Administrator
City of Northfield

Enero de 2026

Estimado residente de Northfield:

¡La ciudad de Northfield quiere tu opinión! Como ciudad, uno de nuestros mayores objetivos es asegurarnos de que nuestros residentes sientan siempre que su gobierno municipal es abierto y accesible. En ese compromiso está la necesidad de asegurarnos de que seguimos centrados en los servicios y prioridades que más te importan.

Has sido seleccionado al azar para participar en una encuesta importante diseñada para recopilar opiniones y comentarios de los residentes sobre los programas y servicios de la ciudad. Utilizaremos su respuesta para mejorar y ampliar los programas existentes y determinar las necesidades futuras de los residentes de la ciudad de Northfield.

Esta es la primera encuesta comunitaria de este tipo que realiza la ciudad. La ciudad encuestará a los residentes cada dos años para establecer puntos de referencia para nuestra comunidad y hacer un seguimiento de nuestro progreso.

Los datos de la encuesta serán recopilados y analizados por el Instituto ETC, que es una de las principales empresas del país en el campo de la investigación en gobiernos locales. Presentarán los resultados al Ayuntamiento esta primavera, y un informe final estará disponible en línea.

Instrucciones

Por favor, devuelva su encuesta completada en la próxima semana utilizando el sobre con franqueo pagado proporcionado. También puedes rellenar la encuesta en línea en northfieldmnsurvey.org. Tus respuestas a la encuesta permanecerán confidenciales.

¿Preguntas?

Por favor, contacte con el Asistente del Administrador de la Ciudad, Risi Karim, en la Ciudad de Northfield, en el 507-645-3074 o risi.karim@northfieldmn.gov.

¡Gracias de antemano por vuestra participación!

Atentamente,



Ben Martig
Northfield City Administrator

2026 Northfield MN Community Survey

Please take a few minutes to complete this survey. Your input is an important part of the City's effort to identify and respond to resident concerns and priorities. You may complete the survey by filling it out online at northfieldmnsurvey.org or returning the paper survey in the postage-paid envelope that has been provided. If you have questions, please contact Risi Karim, Assistant to the City Administrator, City of Northfield, at 507-645-3074.

- 1** **OVERALL SATISFACTION.** Major categories of services provided by the City of Northfield are listed below. Please rate each item listed below using a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied."

How satisfied are you with...	Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied	Don't Know
01. Overall quality of police services	5	4	3	2	1	9
02. Overall quality of city parks	5	4	3	2	1	9
03. Overall maintenance of city streets	5	4	3	2	1	9
04. Overall quality of city water utilities and services	5	4	3	2	1	9
05. Overall quality of city sewer services	5	4	3	2	1	9
06. Overall effectiveness of city management of stormwater runoff	5	4	3	2	1	9
07. Overall enforcement of city codes and ordinances	5	4	3	2	1	9
08. Overall quality of customer services you receive from city employees	5	4	3	2	1	9
09. Overall effectiveness of city communication with the public	5	4	3	2	1	9
10. Overall effectiveness of city economic development efforts	5	4	3	2	1	9

- 2.** Which **THREE** of the items listed in Question 1 do you think should receive the **MOST EMPHASIS** from city leaders over the next **TWO** years? *[Write in your answers below using the numbers from the list in Question 1.]*

1st: ____ 2nd: ____ 3rd: ____

- 3.** Several factors may influence your perception of the City of Northfield and the services it provides to the public. Please rate each item listed below using a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied."

How satisfied are you with...	Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied	Don't Know
01. Overall quality of services provided by the City of Northfield	5	4	3	2	1	9
02. Overall value that you receive for your city tax dollars and fees	5	4	3	2	1	9
03. Overall image of the city	5	4	3	2	1	9
04. How well the city is managing growth and development	5	4	3	2	1	9
05. Overall quality of life in Northfield	5	4	3	2	1	9
06. Overall feeling of safety in the city	5	4	3	2	1	9
07. Availability of job opportunities	5	4	3	2	1	9
08. Availability of affordable housing	5	4	3	2	1	9
09. Overall quality of new development, both public and private	5	4	3	2	1	9
10. Appearance of residential property in Northfield	5	4	3	2	1	9
11. Appearance of commercial property in Northfield	5	4	3	2	1	9

4. PUBLIC SAFETY. Please rate your satisfaction with each of the following public safety items listed below using a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied."

How satisfied are you with...	Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied	Don't Know
1. The visibility of police in the community	5	4	3	2	1	9
2. The City's overall effort to prevent crime	5	4	3	2	1	9
3. Enforcement of local traffic laws	5	4	3	2	1	9
4. Your level of trust in the police department	5	4	3	2	1	9
5. How quickly police respond to emergencies	5	4	3	2	1	9
6. Your overall sense of safety in the community	5	4	3	2	1	9

5. Which TWO of the Public Safety items listed in Question 4 do you think should receive the MOST EMPHASIS from city leaders over the next TWO years? [Write in your answers below using the numbers from the list in Question 4.]

1st: ____ 2nd: ____

6. PARKS. Please rate your satisfaction with each of the following parks items listed below using a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied."

How satisfied are you with...	Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied	Don't Know
1. Quality of park facilities such as playgrounds, open space, picnic shelters	5	4	3	2	1	9
2. Quality of outdoor athletic facilities such as, baseball, softball, basketball, soccer and lacrosse	5	4	3	2	1	9
3. Appearance and maintenance of existing city parks, recreational facilities, and trails	5	4	3	2	1	9
4. Park shelter rental availability and restroom accessibility	5	4	3	2	1	9

7. Which TWO of the Parks items listed in Question 6 do you think should receive the MOST EMPHASIS from city leaders over the next TWO years? [Write in your answers below using the numbers from the list in Question 6.]

1st: ____ 2nd: ____

8. COMMUNITY OUTREACH. Which of the following would be your preferred way(s) to receive news and information about city programs, projects, services, and events? [Check all that apply.]

- ____(1) City website
- ____(2) City social media
- ____(3) Public meetings (for example open houses, community forums)
- ____(4) Notify Me city information update service
- ____(5) Newsletter or other insert inside utility bill envelope

9. Please rate your satisfaction with each of the following items concerning Community Outreach using a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied."

How satisfied are you with...	Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied	Don't Know
1. The availability of information with city programs and services	5	4	3	2	1	9
2. City efforts to keep the public informed about local issues	5	4	3	2	1	9
3. The overall quality of the City's website and social media	5	4	3	2	1	9
4. The level of public involvement in local decision making	5	4	3	2	1	9
5. Timeliness of information provided by the City	5	4	3	2	1	9
6. City email information update service	5	4	3	2	1	9

10. Which TWO of the Community Outreach items listed in Question 9 do you think should receive the MOST EMPHASIS from city leaders over the next TWO years? [Write in your answers below using the numbers from the list in Question 9.]

1st: ____ 2nd: ____

11. **CITY STREETS/SIDEWALKS.** Please rate your satisfaction with each of the following items concerning city streets using a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied."

How satisfied are you with...	Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied	Don't Know
1. Maintenance of major city streets	5	4	3	2	1	9
2. Maintenance of streets in your neighborhood	5	4	3	2	1	9
3. Mowing and trimming along city streets and other boulevards	5	4	3	2	1	9
4. Plowing city streets	5	4	3	2	1	9
5. Condition of sidewalks in the city	5	4	3	2	1	9

12. Which TWO of the Street related items listed in Question 11 do you think should receive the MOST EMPHASIS from city leaders over the next TWO years? [Write in your answers below using the numbers from the list in Question 11.]

1st: ____ 2nd: ____

13. **CODE ENFORCEMENT.** Please rate your satisfaction with each of the code enforcement items listed below using a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied."

How satisfied are you with...	Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied	Don't Know
1. Enforcement of animal regulations	5	4	3	2	1	9
2. Responding to noise concerns or complaints	5	4	3	2	1	9
3. Enforcing the mowing and trimming of grass, weeds, and vegetation on private property	5	4	3	2	1	9
4. Enforcing parking	5	4	3	2	1	9
5. Responding to reports of dangerous or unpermitted building	5	4	3	2	1	9
6. Addressing concerns about material/garbage/recyclables/furniture/machinery	5	4	3	2	1	9
7. Other (please specify): _____	5	4	3	2	1	9

14. Which TWO of the Code Enforcement items listed in Question 13 do you think should receive the MOST EMPHASIS from city leaders over the next TWO years? [Write in your answers below using the numbers from the list in Question 13.]

1st: ____ 2nd: ____

15. **PLANNING AND LAND USE.** Using a scale of 1 to 5, where 5 means "Much Too Slow" and 1 means "Much Too Fast," please rate the City's current pace of development in each of the following areas.

The pace of development is...	Much Too Slow	Slow	Average	Fast	Much Too Fast	Don't Know
1. Office development	5	4	3	2	1	9
2. Industrial development	5	4	3	2	1	9
3. Multi-family residential development	5	4	3	2	1	9
4. Single-family residential development	5	4	3	2	1	9
5. Retail development	5	4	3	2	1	9
6. Eatery/restaurant development	5	4	3	2	1	9

16. **CITY CUSTOMER SERVICE.** Have you called, emailed, or visited the City with a question or to report a problem or complaint during the past year?

____(1) Yes [Answer 16a-c.] ____ (2) No [Skip to Q17.] ____ (9) Don't know [Skip to Q17.]

- 16a. How easy was it to contact the person you needed to reach?

____ (4) Very easy ____ (2) Difficult ____ (9) Don't know
 ____ (3) Somewhat easy ____ (1) Very difficult

16b. What department did you contact? [Check all that apply.]

- | | |
|--|---|
| ____(01) Police | ____(06) Engineering |
| ____(02) Administration, City Clerk, Communication, IT, HR | ____(07) Utility Billing |
| ____(03) Community Development | ____(08) Public Works (streets/water/sewer) |
| ____(04) Northfield Public Library | ____(09) DMV |
| ____(05) Parks | ____(10) Other: _____ |

16c. Several factors that may influence your perception of the quality of customer service you receive from city employees are listed below. For each item, please rate how often the employees you contacted during the past year have displayed the behavior described using a scale of 1 to 5, where 5 means "Always" and 1 means "Never."

Rate of contact:	Always	Sometimes	Not Often	Never	Don't Know
1. They were courteous and polite	4	3	2	1	9
2. They gave prompt, accurate, and complete answers in response to questions/concerns	4	3	2	1	9
3. They followed through and did what they said they would do in a timely manner	4	3	2	1	9
4. They helped to resolve your issue	4	3	2	1	9

LIBRARY

17. Several statements about the library are listed below. Using a scale of 1 to 5, where 5 means "Strongly Agree" and 1 means "Strongly Disagree," please rate your level of agreement with each of the following.

Statement	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know
1. The library is a place of lifelong learning	5	4	3	2	1	9
2. The library serves as a community hub	5	4	3	2	1	9
3. I think libraries are important to our community	5	4	3	2	1	9
4. Libraries are important to me personally	5	4	3	2	1	9
5. I feel welcome at the library	5	4	3	2	1	9
6. I think the library is still relevant	5	4	3	2	1	9
7. I feel safe at the library	5	4	3	2	1	9
8. The library facility I use is meeting the needs of the community	5	4	3	2	1	9
9. My library is clean and well maintained	5	4	3	2	1	9

18. Satisfaction with the Library System. Items that may influence your overall satisfaction with the Northfield Library system are listed below. Please rate each item on a scale of 1 to 5 where 5 means "Very Satisfied" and 1 means "Very Dissatisfied."

How satisfied are you with...	Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied	Don't Know
1. How close library services are to your home	5	4	3	2	1	9
2. Overall quality of public library services in the community where you live	5	4	3	2	1	9
3. How well you are informed about library services and programs	5	4	3	2	1	9
4. The value of library services you receive for your tax dollars	5	4	3	2	1	9
5. The library website and digital services	5	4	3	2	1	9
6. Library services to assist those with mobility, vision and hearing impairment	5	4	3	2	1	9
7. Quality of information shared on the library's social media (Facebook, Instagram)	5	4	3	2	1	9

TRANSPORTATION

19. Please rate your level of agreement with each of these statements.

Level of Agreement	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know
1. I want to live in a community where it is safe, convenient and comfortable to walk and to ride a bicycle.	5	4	3	2	1	9
2. I want to live in a community where children can safely walk from their homes to schools and parks.	5	4	3	2	1	9
3. I want to be able to safely walk or ride a bicycle from my home to my place of work.	5	4	3	2	1	9
4. I want my community to make roads safer for pedestrians and bicyclists.	5	4	3	2	1	9
5. I want there to be interesting things to see and do along bicycle and pedestrian routes.	5	4	3	2	1	9
6. I want essential destinations in my community to be connected in a way that is safe for everyone regardless of their preferred method of travel (i.e., walking, riding a bicycle, riding transit, or driving a car).	5	4	3	2	1	9

DEMOGRAPHICS

20. Approximately how many years have you lived in Northfield? _____ years

21. What is your age? _____ years

22. How many children under the age of 18 live in your household? _____ children

23. What is your gender? _____(1) Male _____(2) Female _____(3) Self-identified

24. What is your total annual household income?

- (1) Under \$30,000 (4) \$100,000-\$149,999 (7) Prefer not to answer
 (2) \$30,000-\$59,999 (5) \$150,000-\$199,999
 (3) \$60,000-\$99,999 (6) \$200,000 or more

25. If you have suggestions for improving the quality of city programs, facilities, or services, please share your suggestions in the space below.

26. Would you be willing to participate in future surveys sponsored by the City of Northfield?

- (1) Yes [Answer Q26a.] (2) No

26a. Please provide your contact information.

Mobile Phone Number: _____

Email Address: _____

This concludes the survey. Thank you for your time!

Please return your completed survey in the enclosed postage-paid envelope addressed to:
 ETC Institute, 725 W. Frontier Circle, Olathe, KS 66061

Your responses will remain completely confidential. The information to the right will ONLY be used to help identify the level of need in your area. Thank you!



2026 Northfield, MN Community Survey GIS Maps

Presented to the City of
Northfield, Minnesota

March 2026

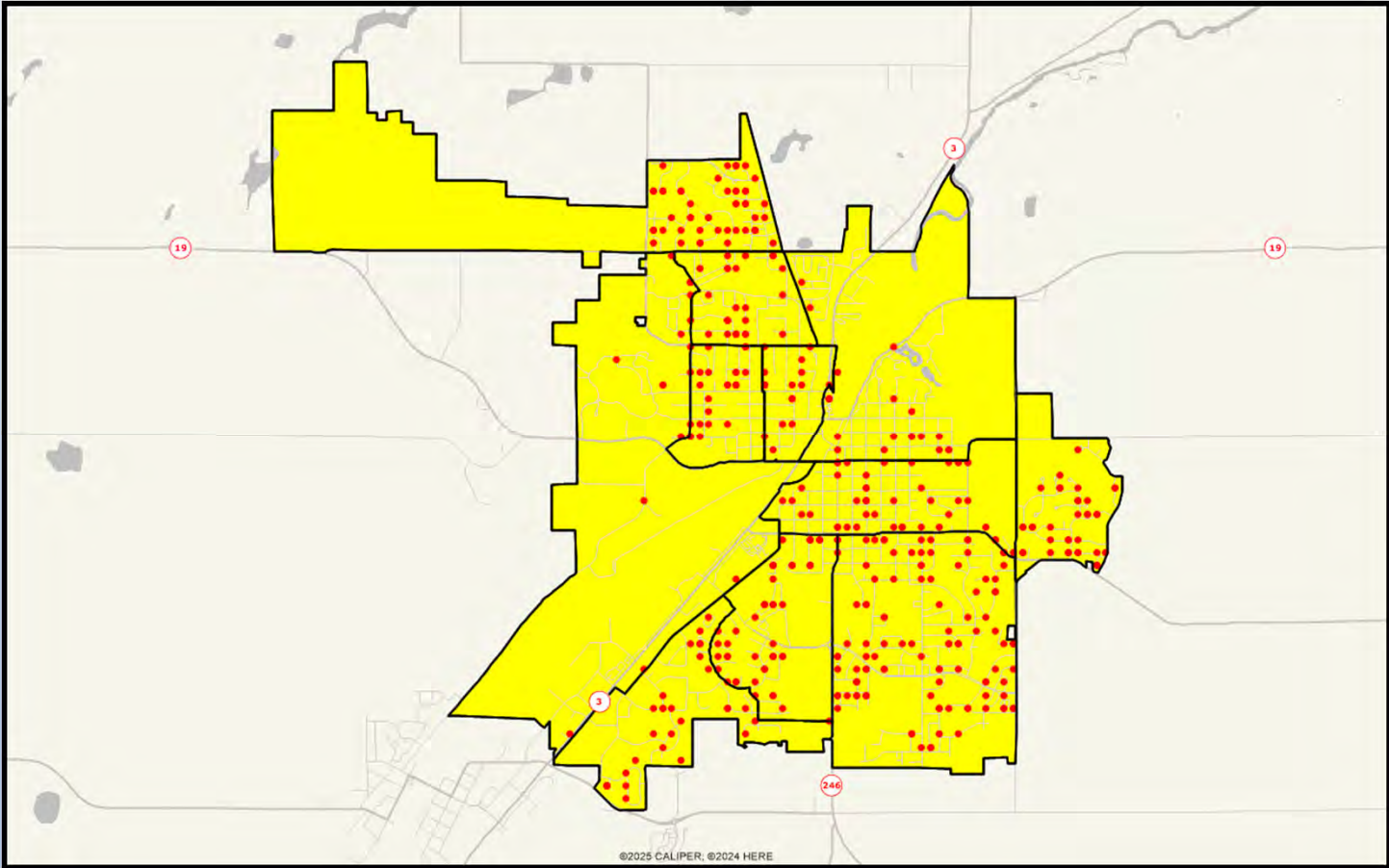
Interpreting the Maps

The maps on the following pages show the mean ratings for several questions on the survey by Census Block Group. If all areas on a map are the same color, then residents generally feel the same about that issue regardless of the location of their home.

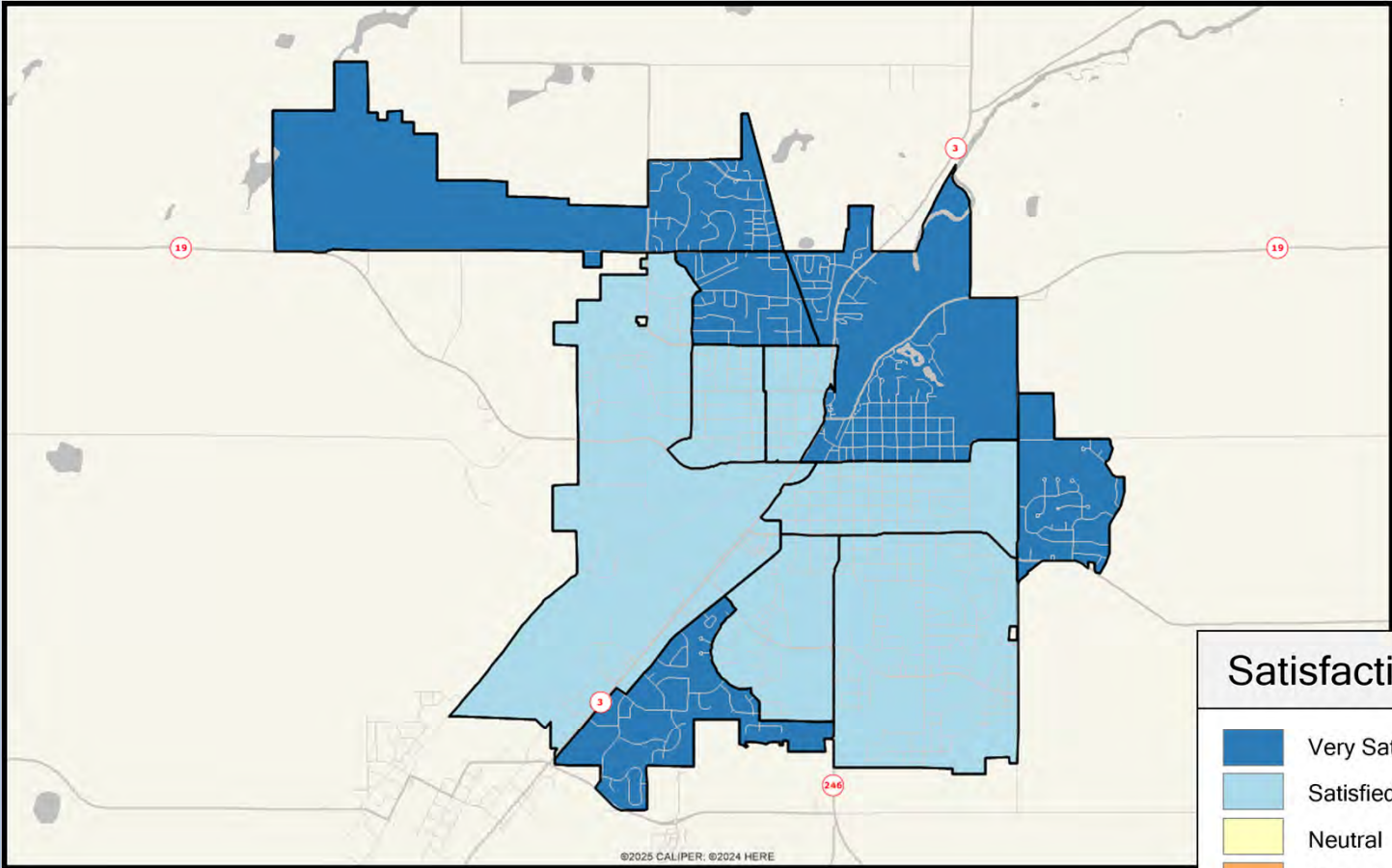
When reading the maps, please use the following color scheme as a guide:

- **DARK/LIGHT BLUE** shades indicate POSITIVE ratings. Shades of blue generally indicate satisfaction with a service, ratings of “excellent” or “good” and ratings of “very safe” or “safe.”
- **OFF-WHITE** shades indicate NEUTRAL ratings. Shades of neutral generally indicate that residents thought the quality of service delivery is adequate.
- **ORANGE/RED** shades indicate NEGATIVE ratings. Shades of orange/red generally indicate dissatisfaction with a service, ratings of “below average” or “poor” and ratings of “unsafe” or “very unsafe.”

Location of Respondents (Boundaries by Census Block Group)



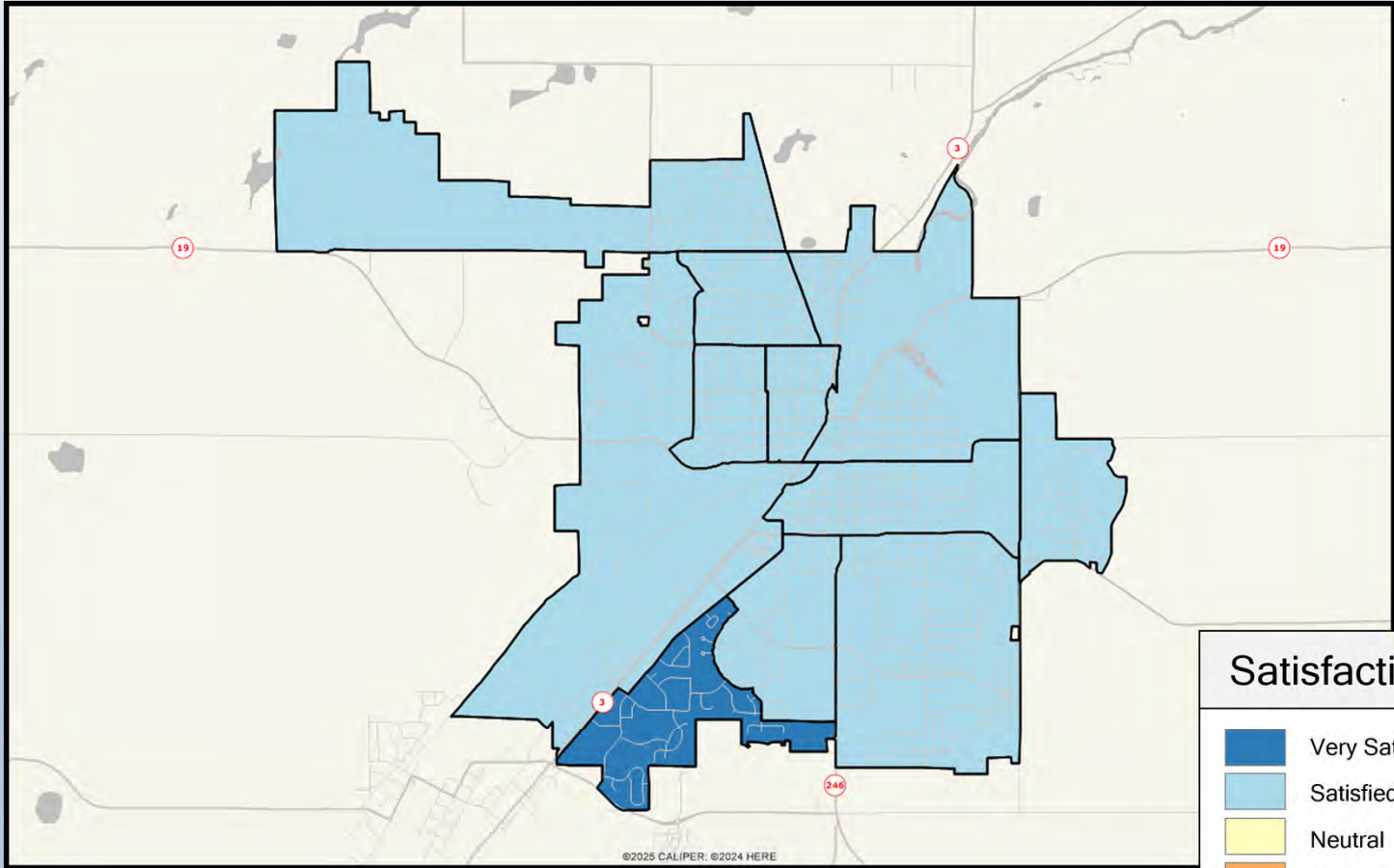
Q1-01. Overall quality of police services



Satisfaction

- Very Satisfied
- Satisfied
- Neutral
- Dissatisfied
- Very Dissatisfied
- No Response

Q1-02. Overall quality of city parks

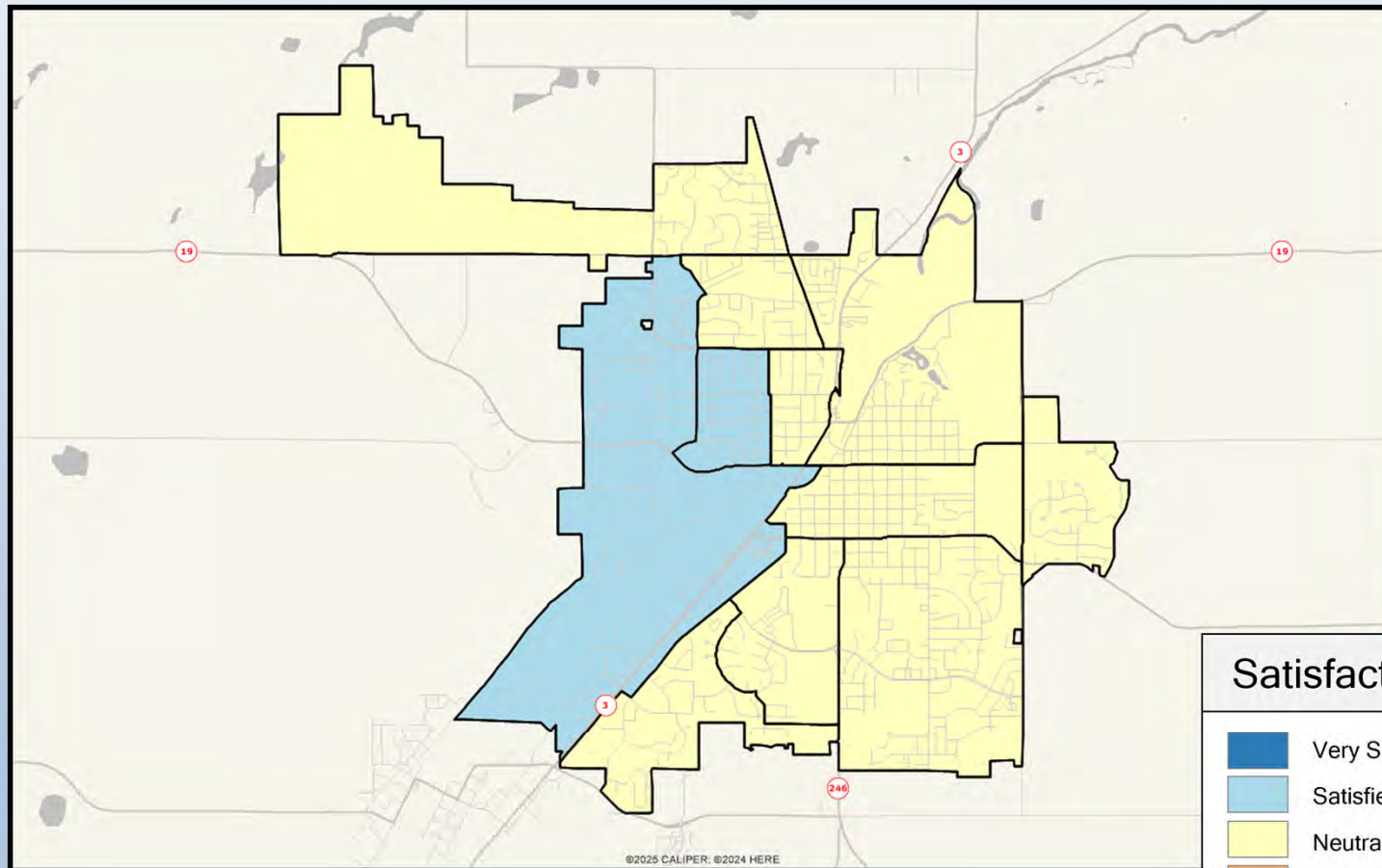


Satisfaction

- Very Satisfied
- Satisfied
- Neutral
- Dissatisfied
- Very Dissatisfied
- No Response

ETC INSTITUTE

Q1-03. Overall maintenance of city streets

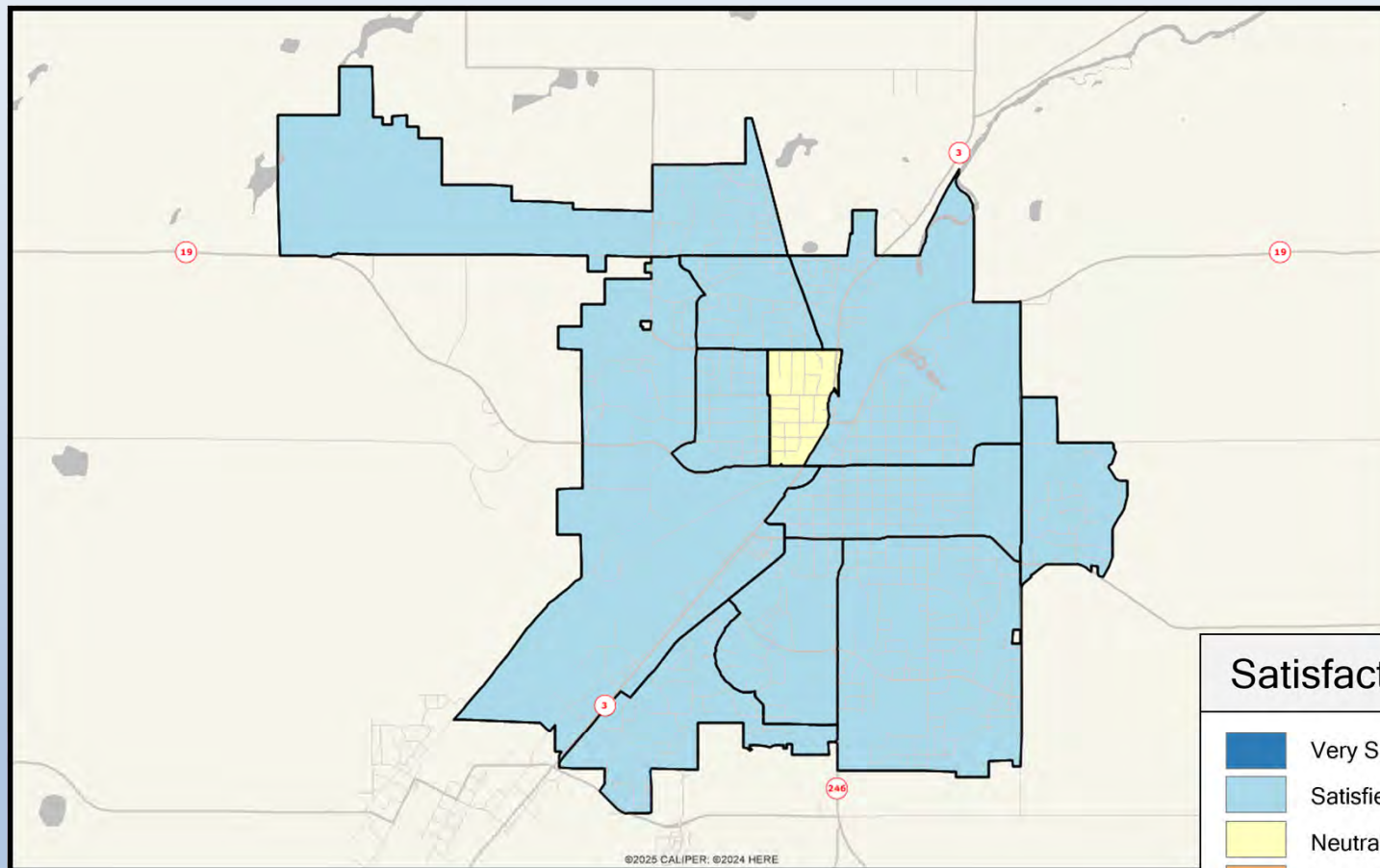


Satisfaction

- Very Satisfied
- Satisfied
- Neutral
- Dissatisfied
- Very Dissatisfied
- No Response

ETC INSTITUTE

Q1-04. Overall quality of city water utilities and services

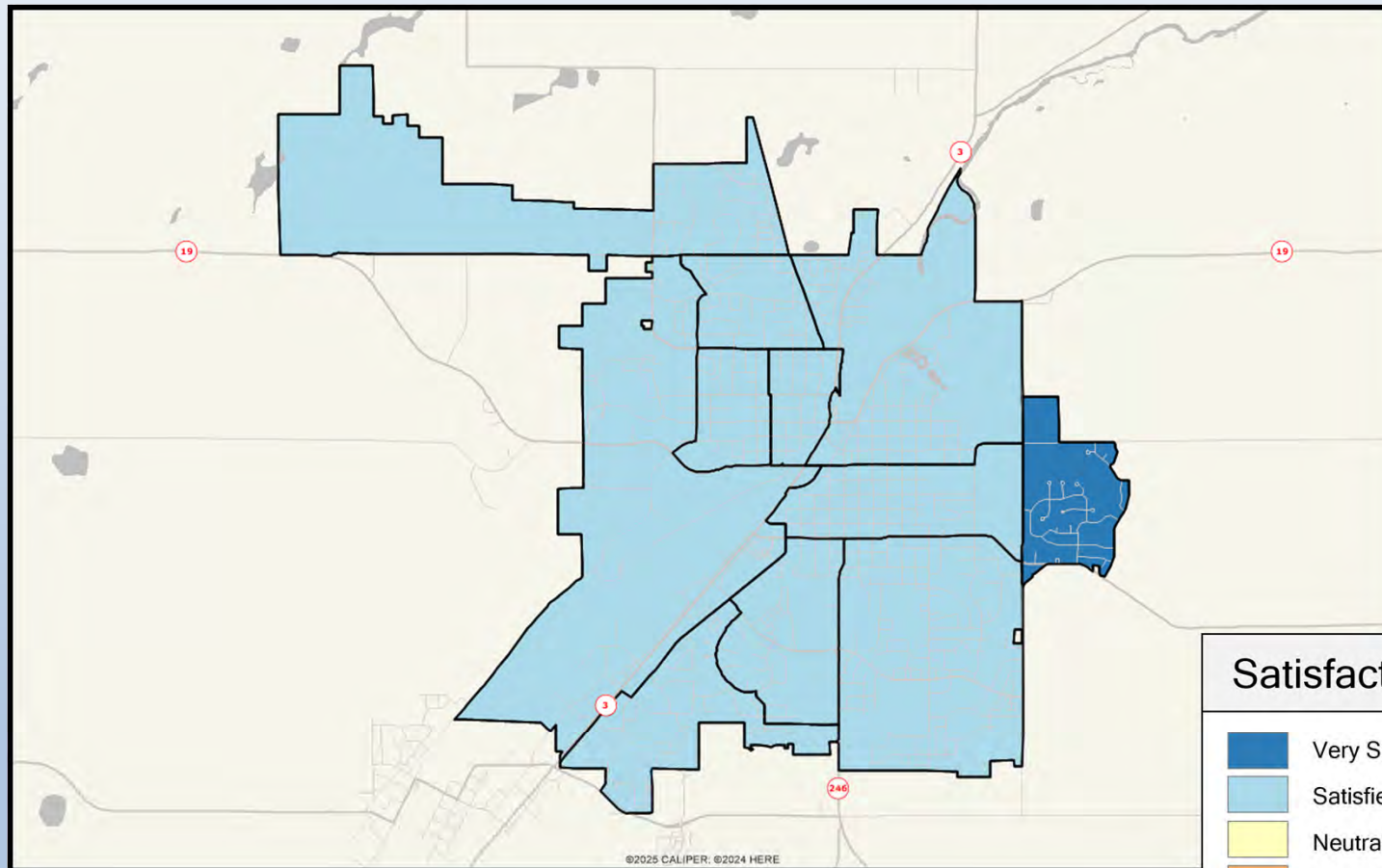


Satisfaction

- Very Satisfied
- Satisfied
- Neutral
- Dissatisfied
- Very Dissatisfied
- No Response

ETC INSTITUTE

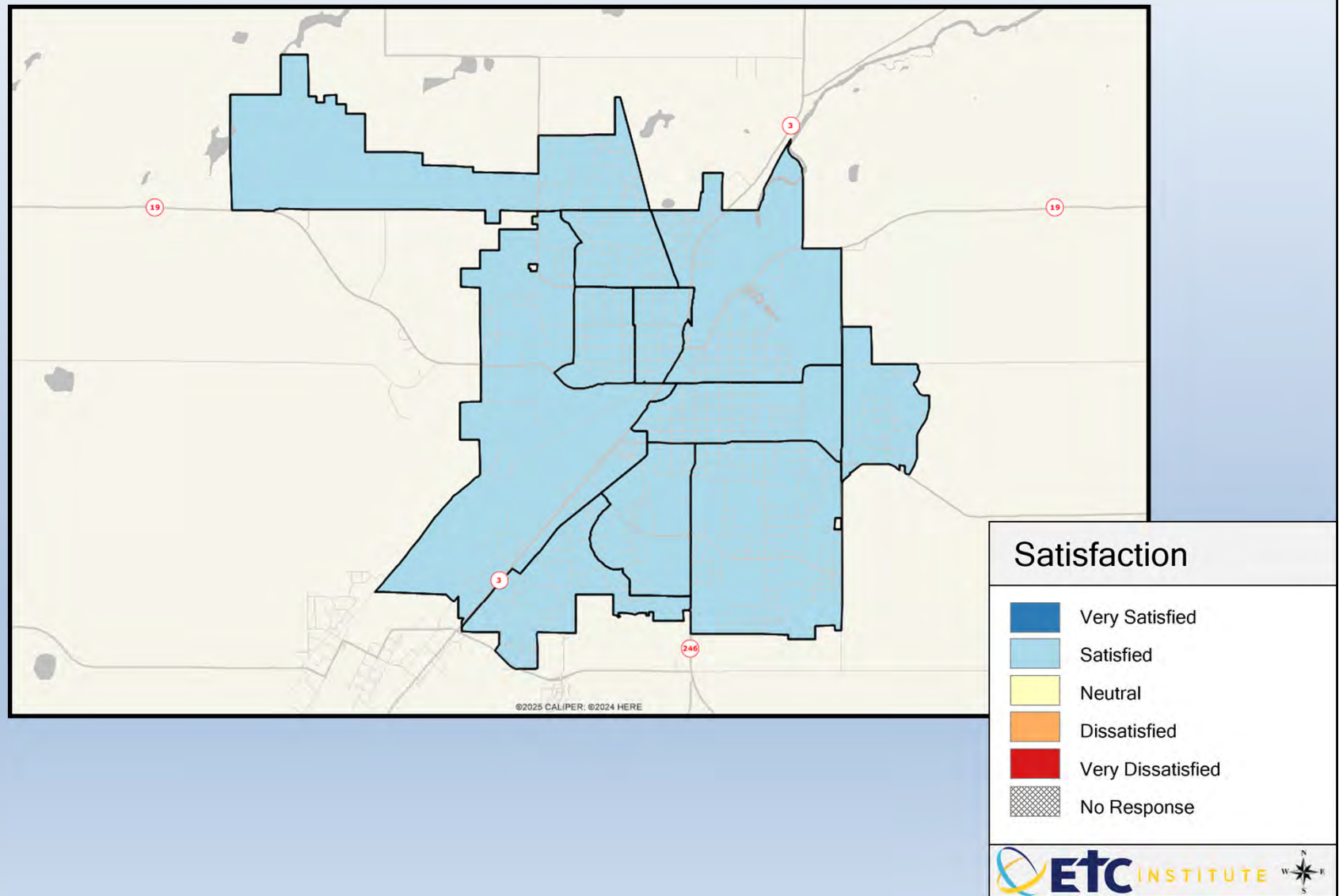
Q1-05. Overall quality of city sewer services



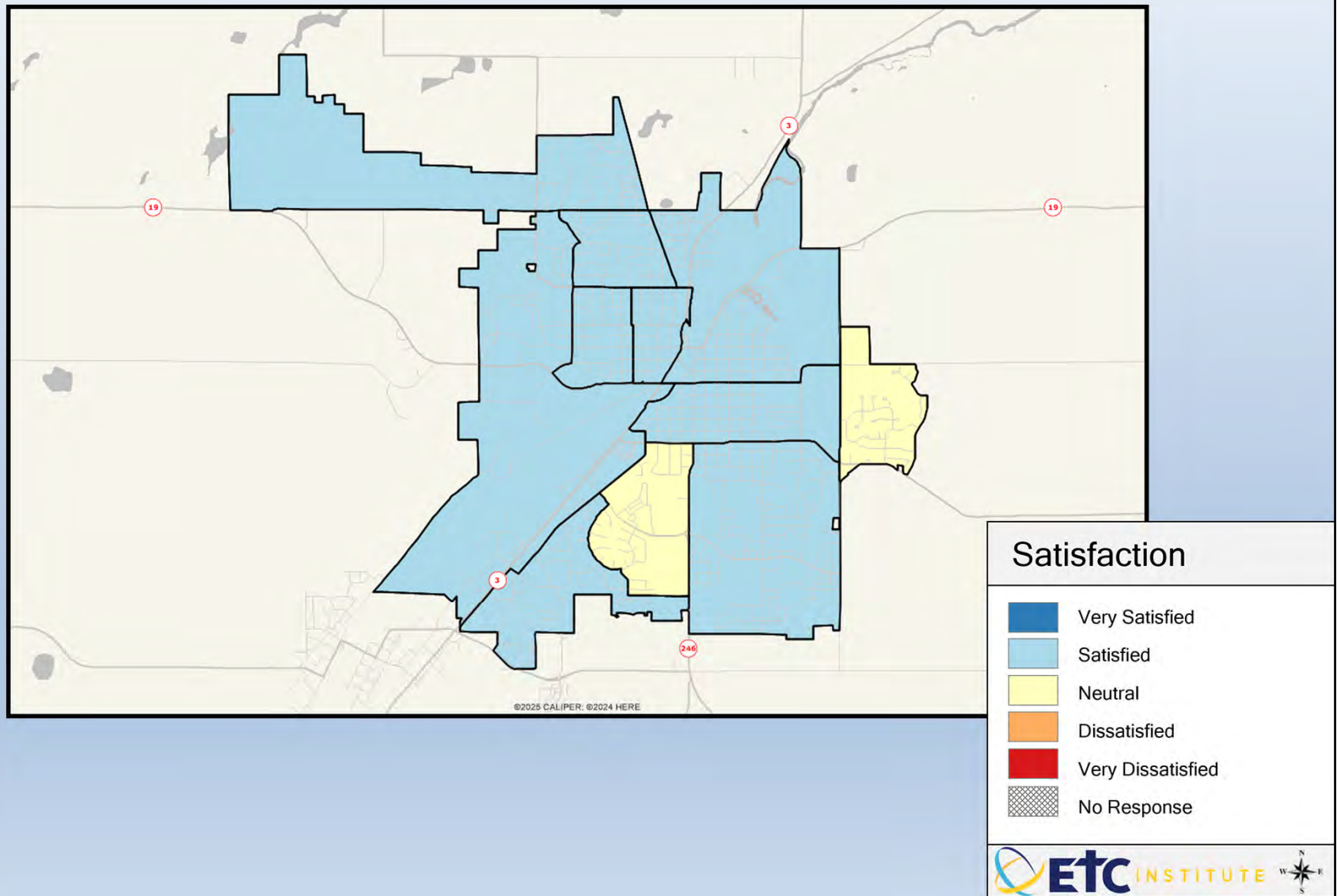
Satisfaction

- Very Satisfied
- Satisfied
- Neutral
- Dissatisfied
- Very Dissatisfied
- No Response

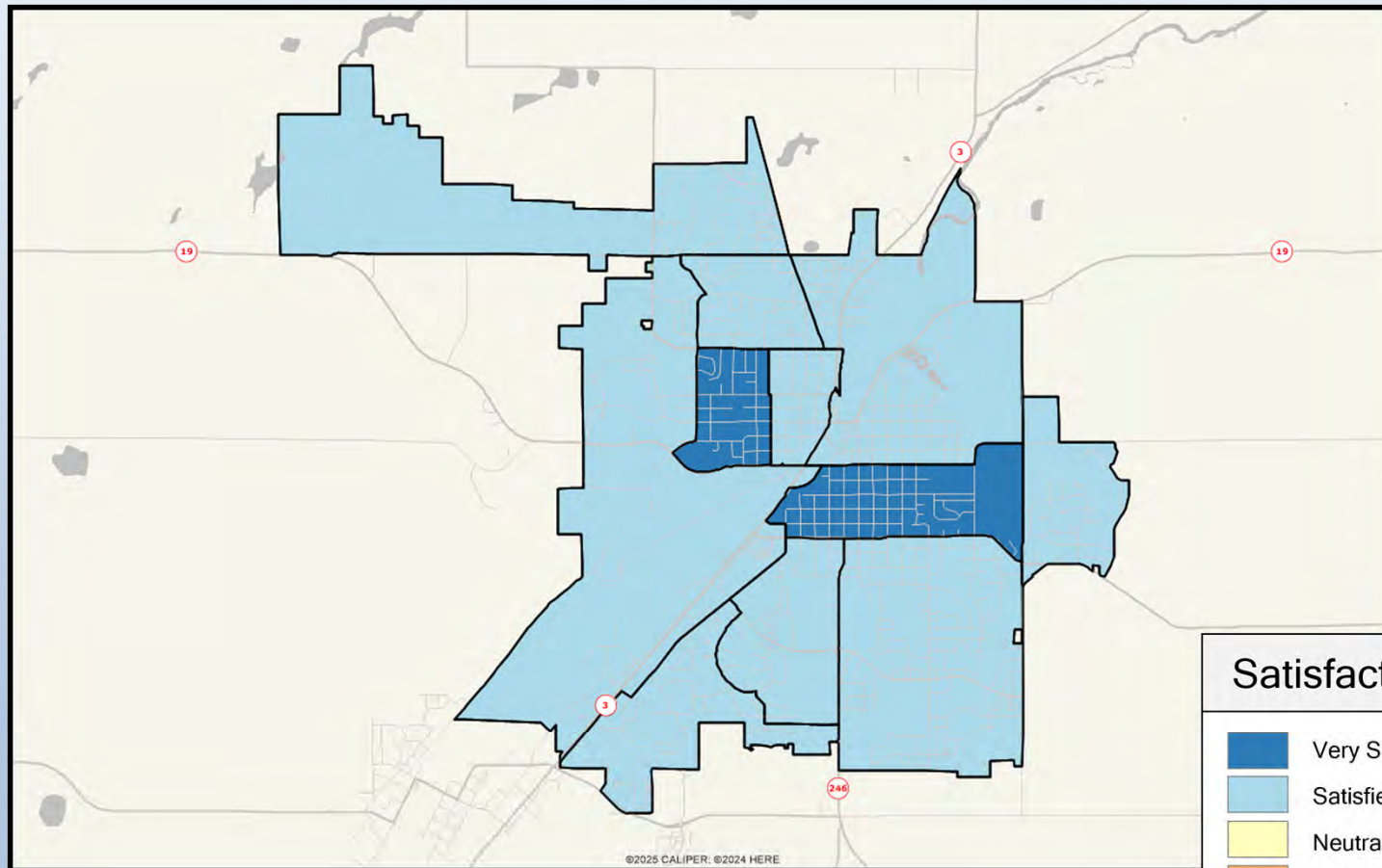
Q1-06. Overall effectiveness of city management of stormwater runoff



Q1-07. Overall enforcement of city codes and ordinances



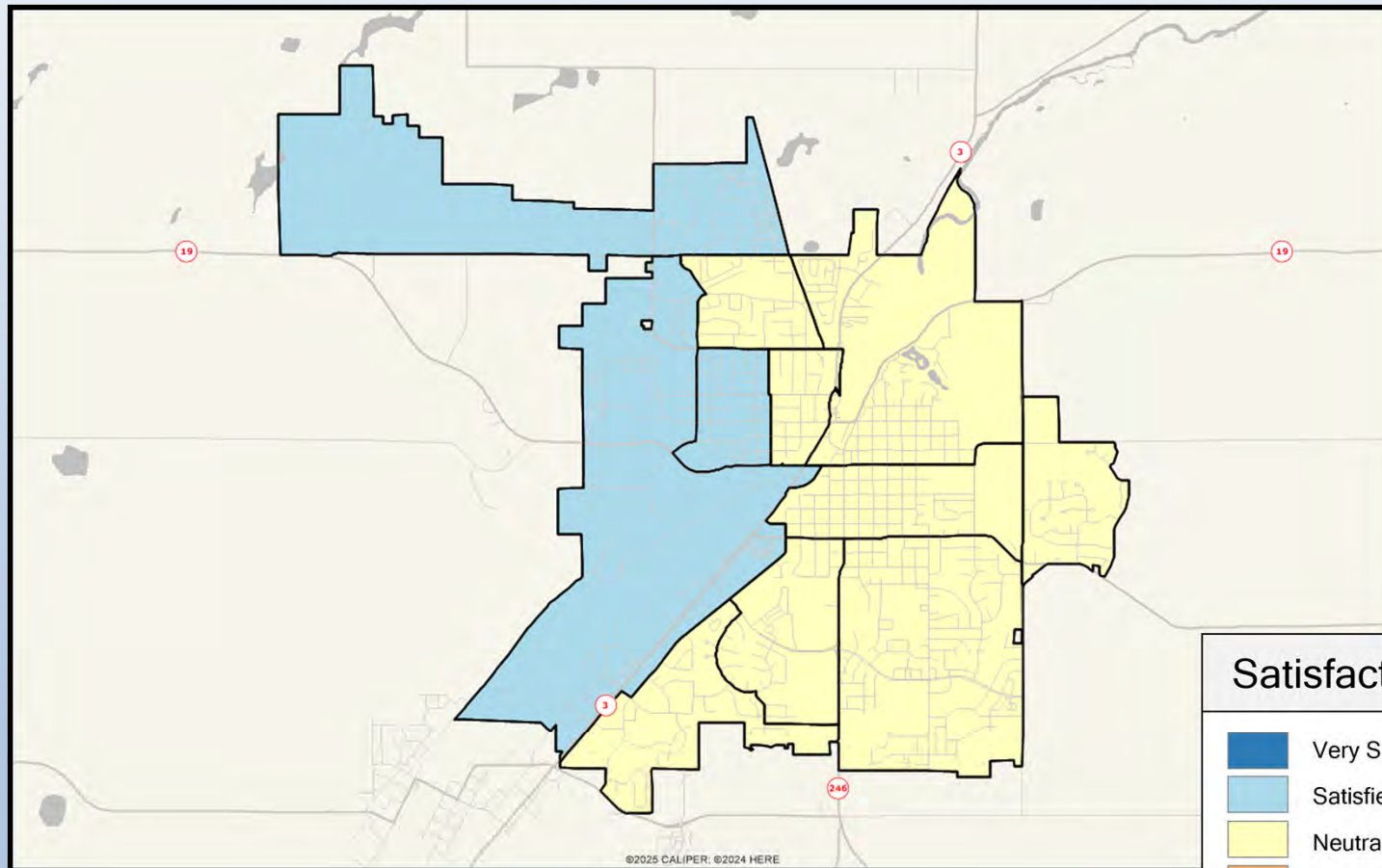
Q1-08. Overall quality of customer services you receive from city employees



Satisfaction

- Very Satisfied
- Satisfied
- Neutral
- Dissatisfied
- Very Dissatisfied
- No Response

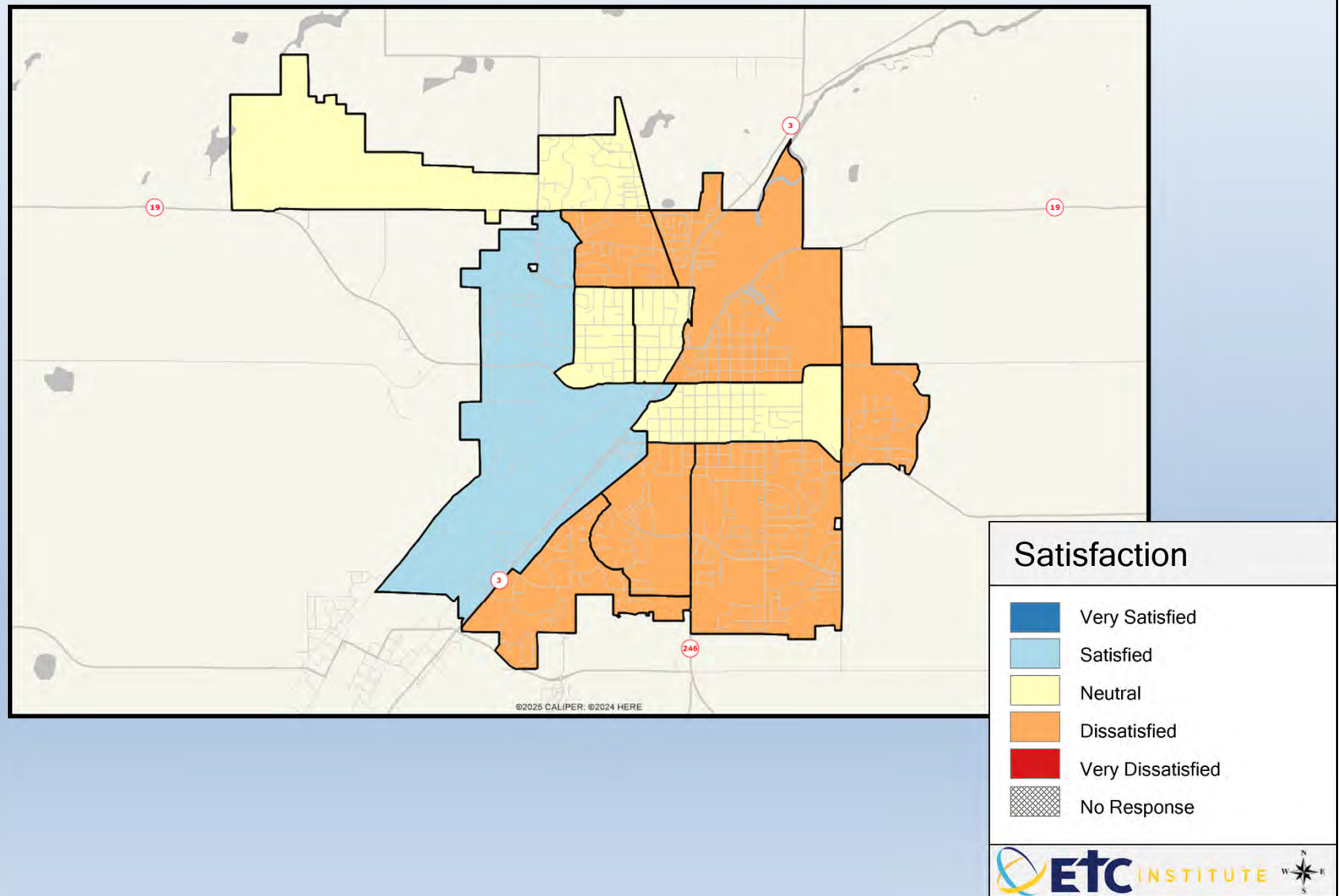
Q1-09. Overall effectiveness of city communication with the public



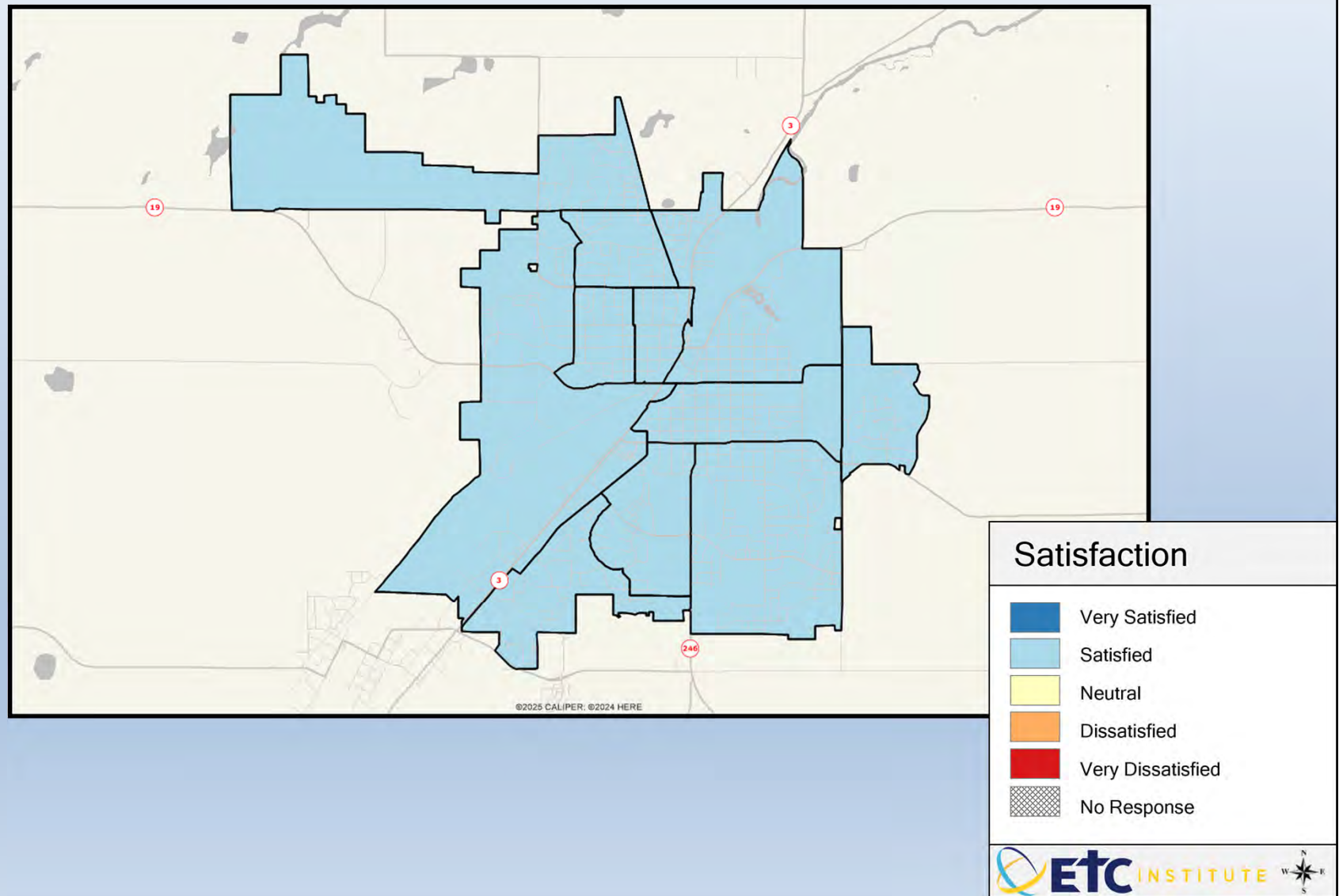
Satisfaction

- Very Satisfied
- Satisfied
- Neutral
- Dissatisfied
- Very Dissatisfied
- No Response

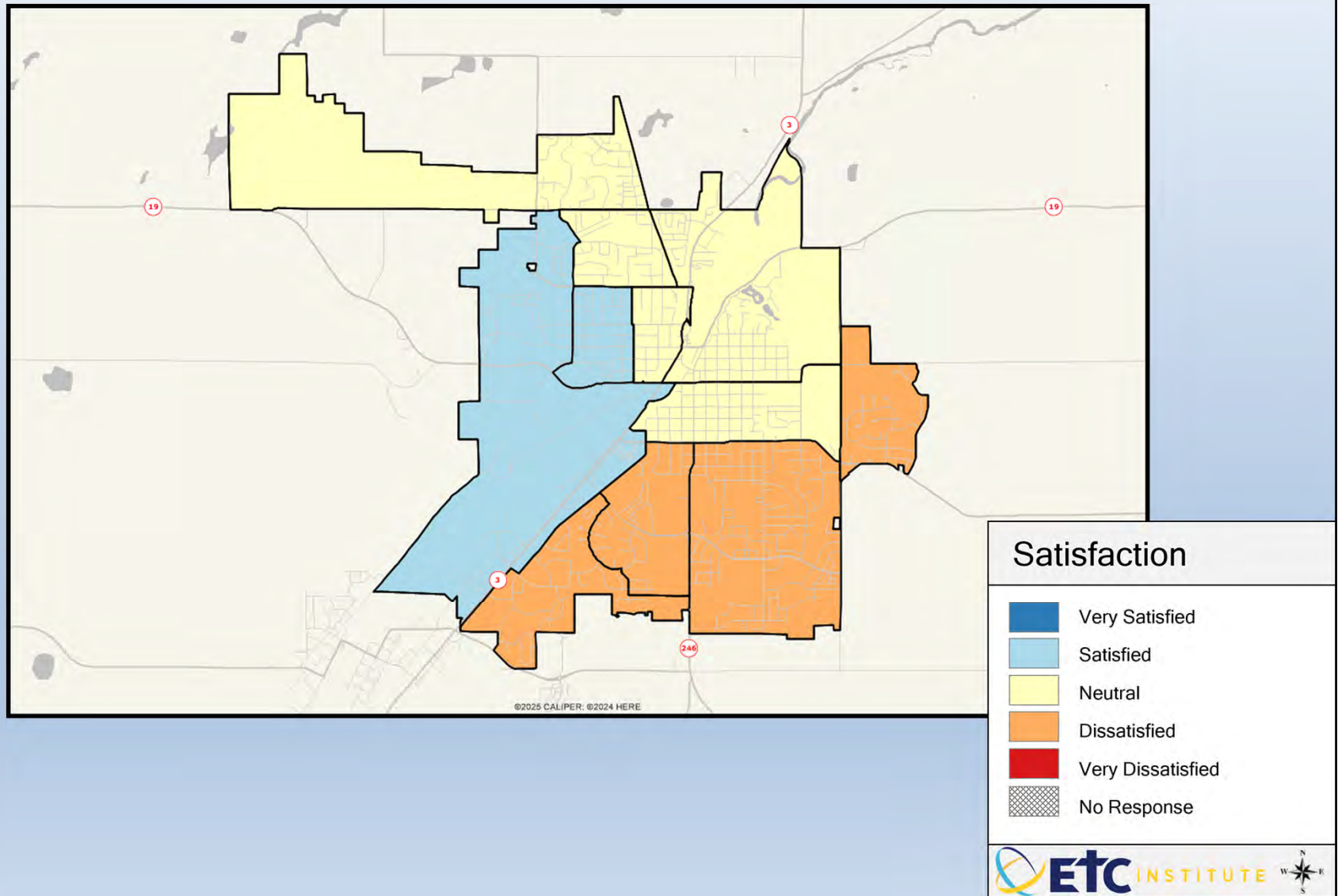
Q1-10. Overall effectiveness of city economic development efforts



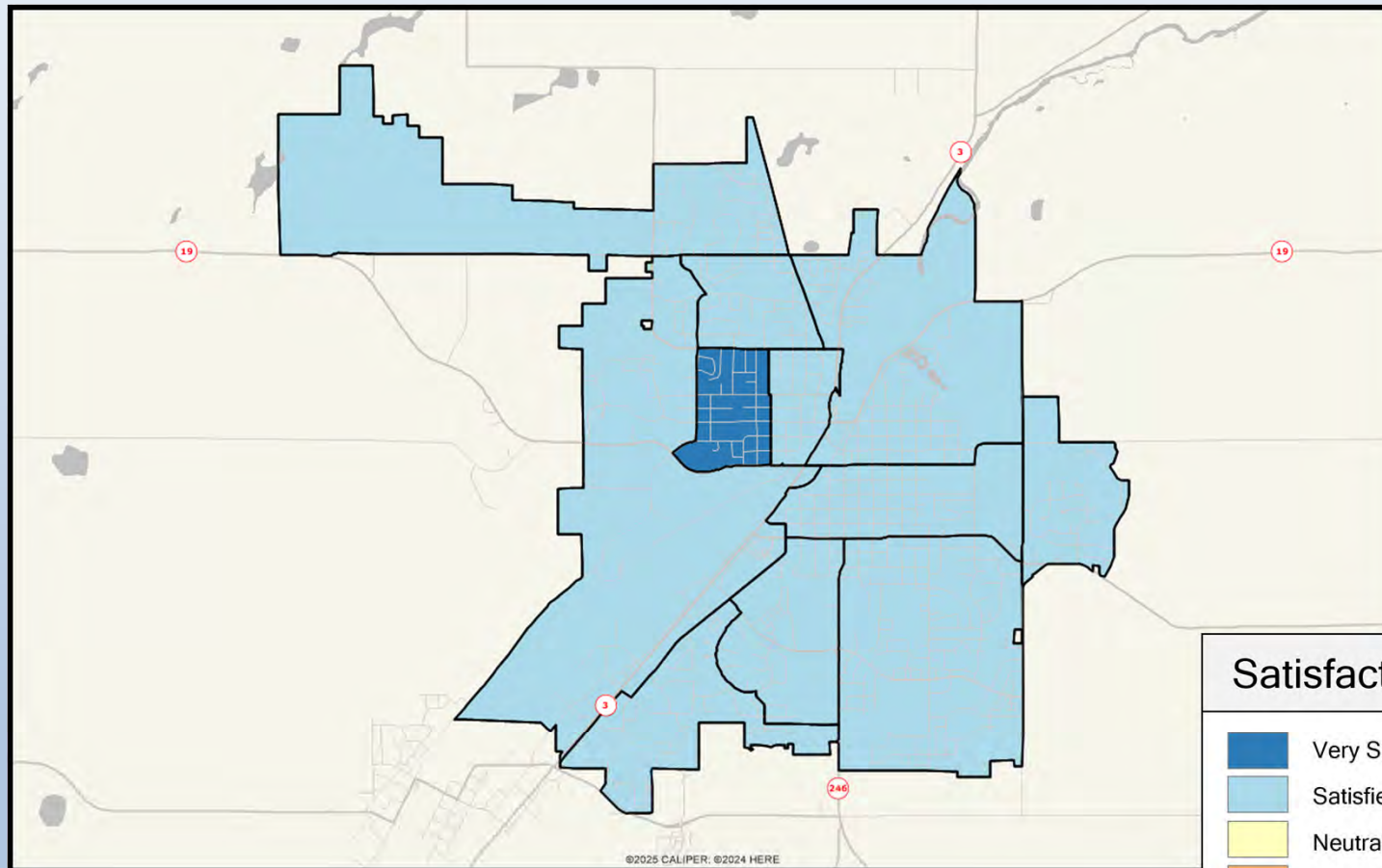
Q3-01. Overall quality of services provided by the City of Northfield



Q3-02. Overall value that you receive for your city tax dollars and fees



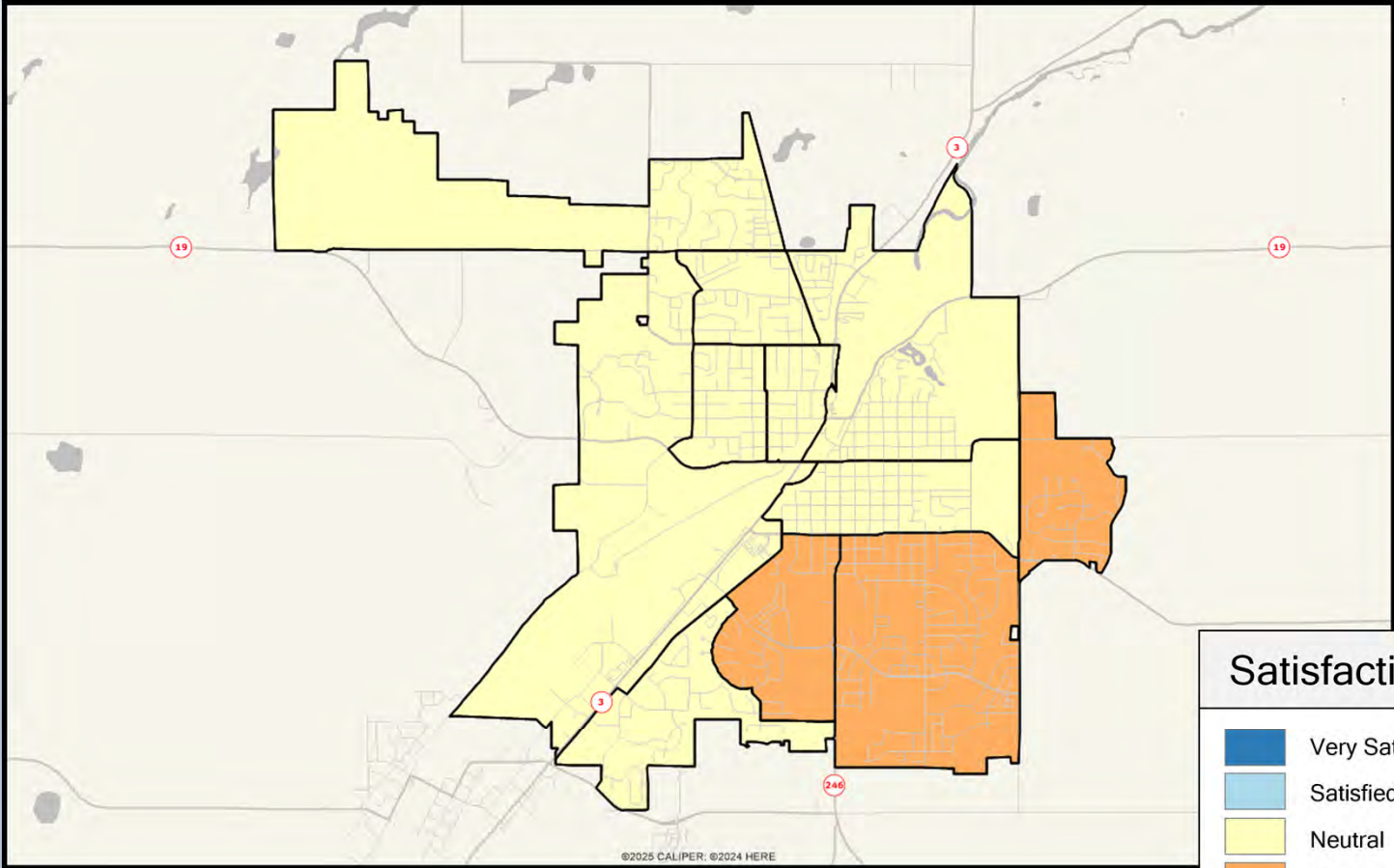
Q3-03. Overall image of the city



Satisfaction

- Very Satisfied
- Satisfied
- Neutral
- Dissatisfied
- Very Dissatisfied
- No Response

Q3-04. How well the city is managing growth and development

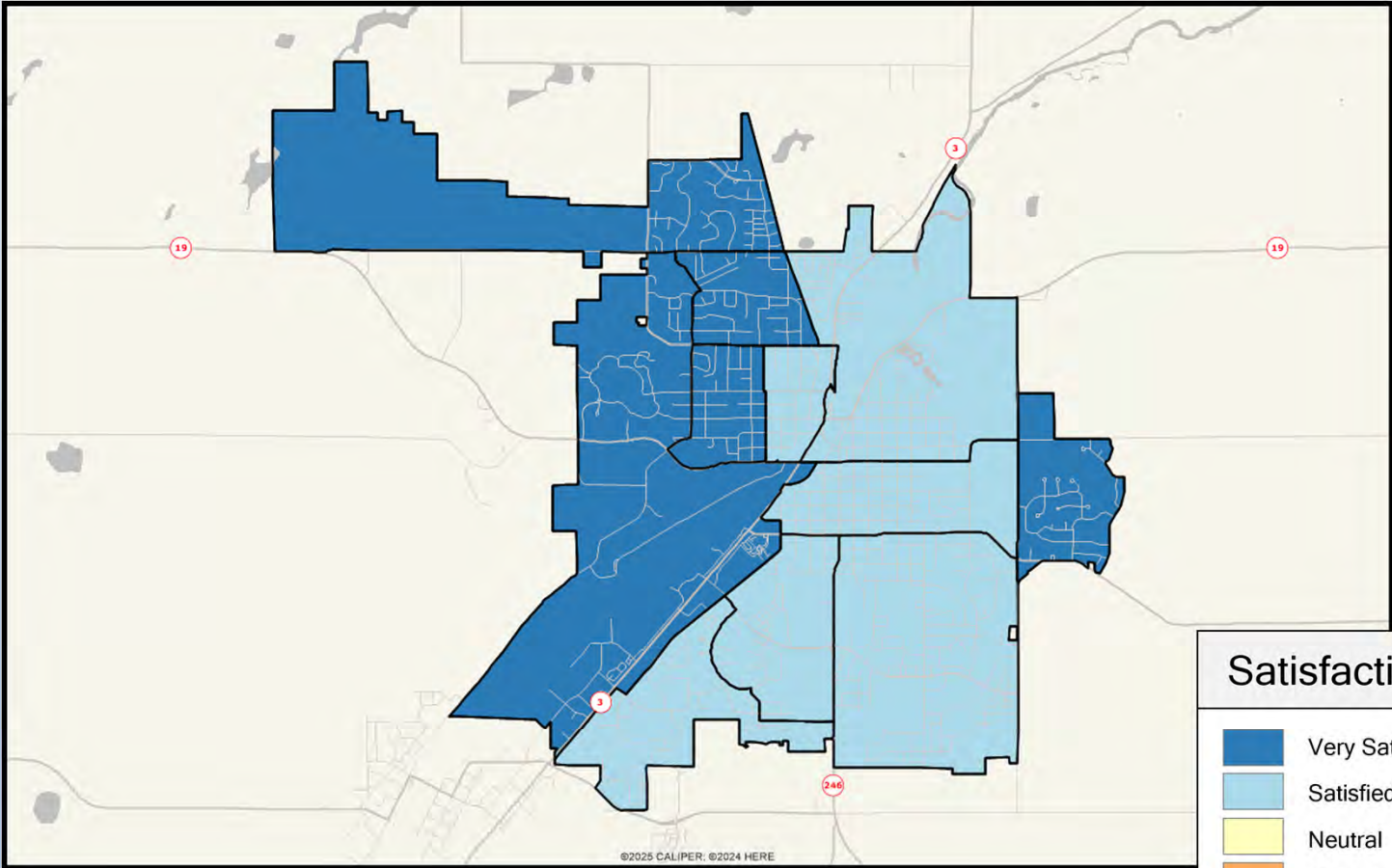


Satisfaction

- Very Satisfied
- Satisfied
- Neutral
- Dissatisfied
- Very Dissatisfied
- No Response

The logo for ETC INSTITUTE is located at the bottom right of the legend box. To its right is a compass rose with the cardinal directions N, S, E, and W labeled.

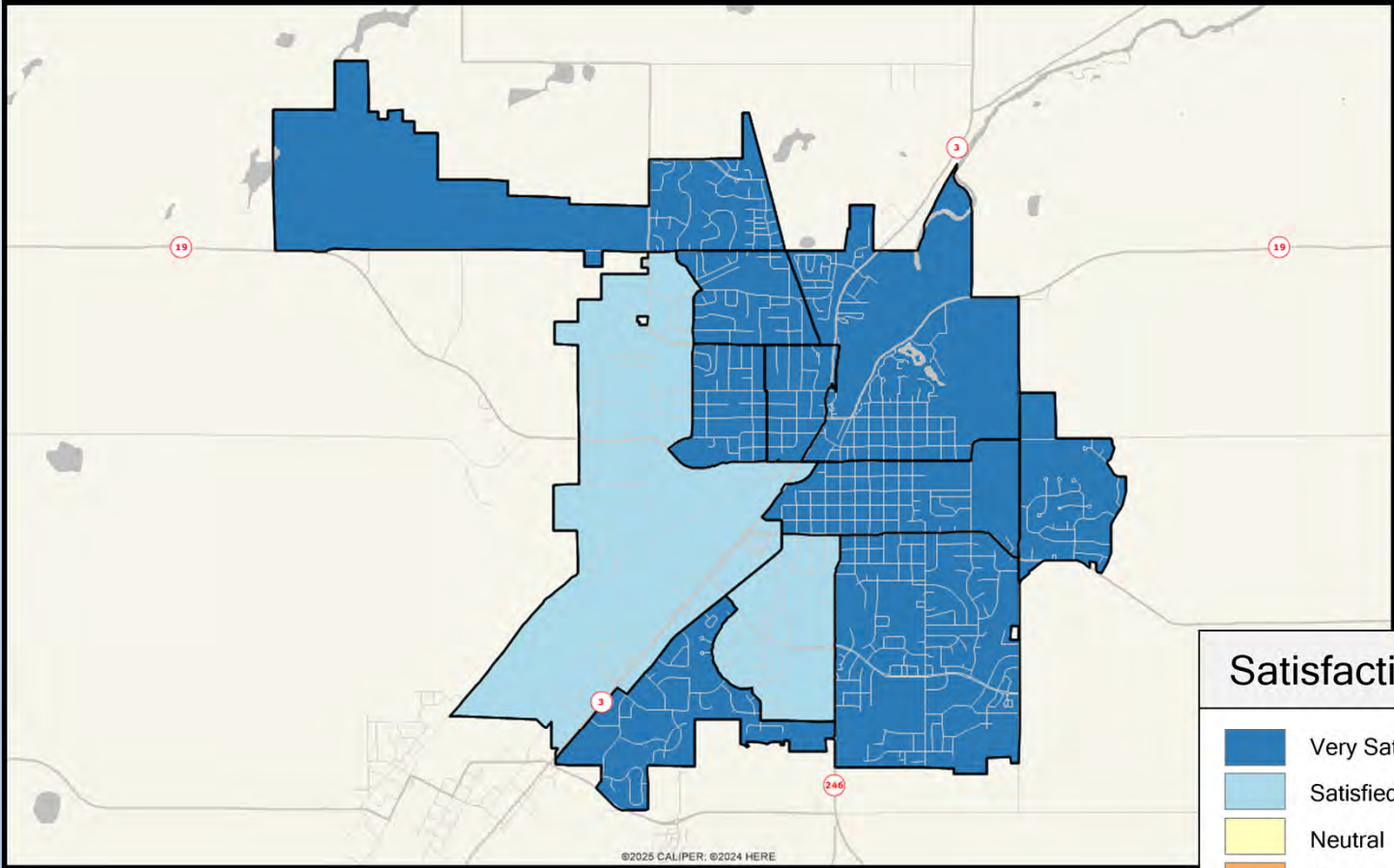
Q3-05. Overall quality of life in Northfield



Satisfaction

- Very Satisfied
- Satisfied
- Neutral
- Dissatisfied
- Very Dissatisfied
- No Response

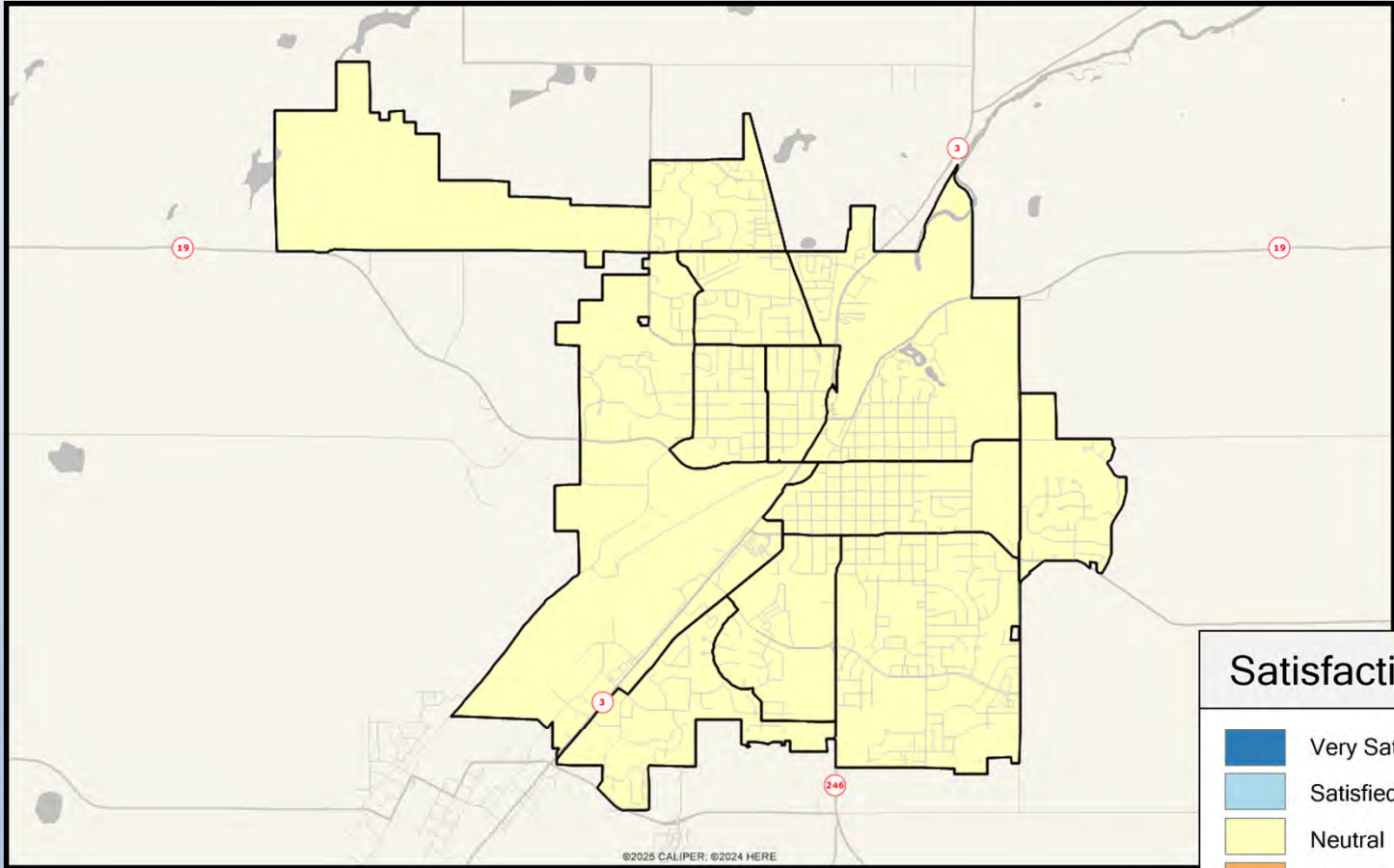
Q3-06. Overall feeling of safety in the city



Satisfaction

- Very Satisfied
- Satisfied
- Neutral
- Dissatisfied
- Very Dissatisfied
- No Response

Q3-07. Availability of job opportunities



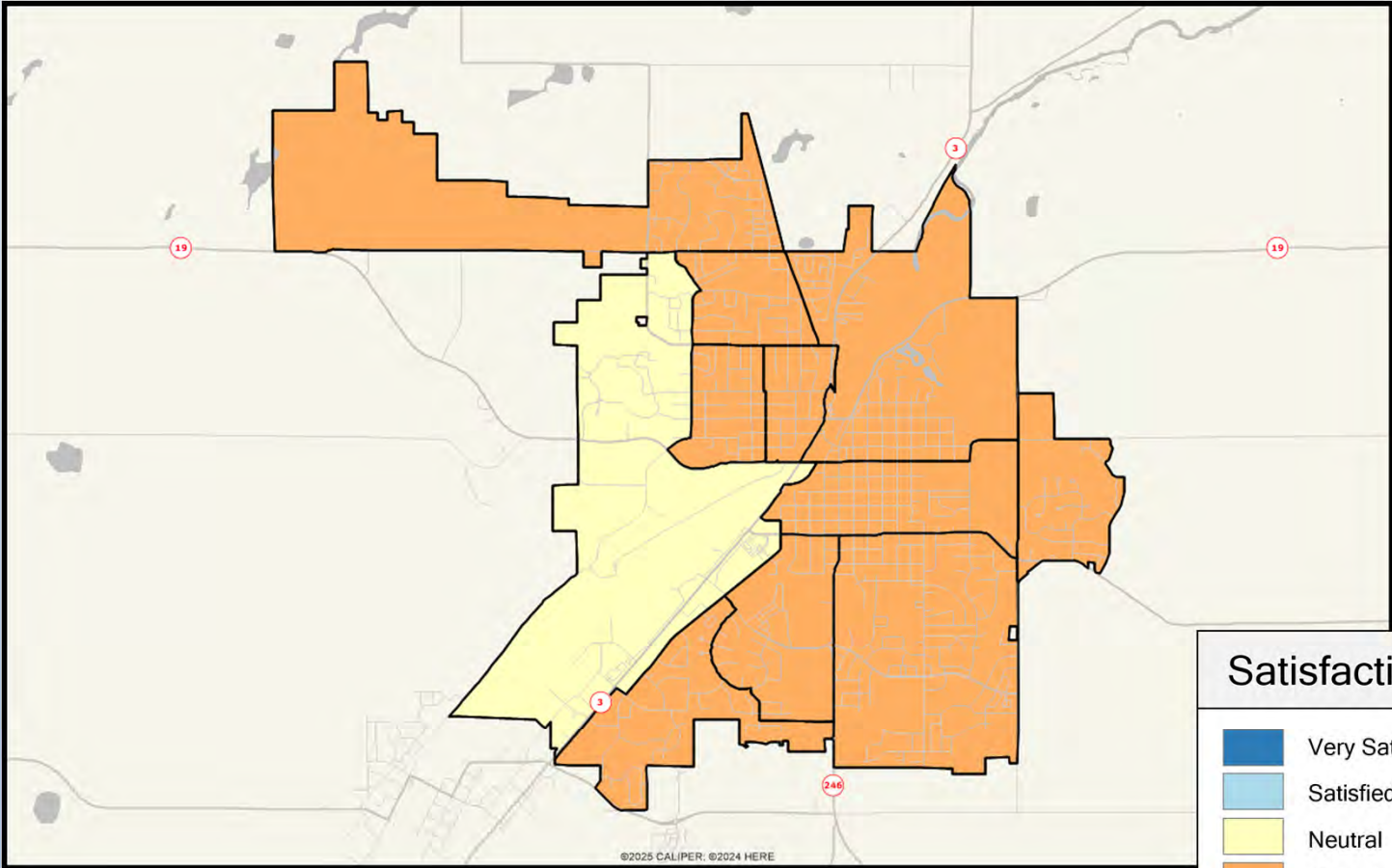
Satisfaction

- Very Satisfied
- Satisfied
- Neutral
- Dissatisfied
- Very Dissatisfied
- No Response



The legend for the satisfaction levels is located in the bottom right corner of the map area. It includes a title 'Satisfaction' and six categories with corresponding color swatches: 'Very Satisfied' (dark blue), 'Satisfied' (light blue), 'Neutral' (yellow), 'Dissatisfied' (orange), 'Very Dissatisfied' (red), and 'No Response' (grey hatched). Below the legend is the logo for ETC INSTITUTE, which consists of a stylized globe icon followed by the text 'ETC INSTITUTE'. To the right of the logo is a compass rose showing cardinal directions (N, S, E, W).

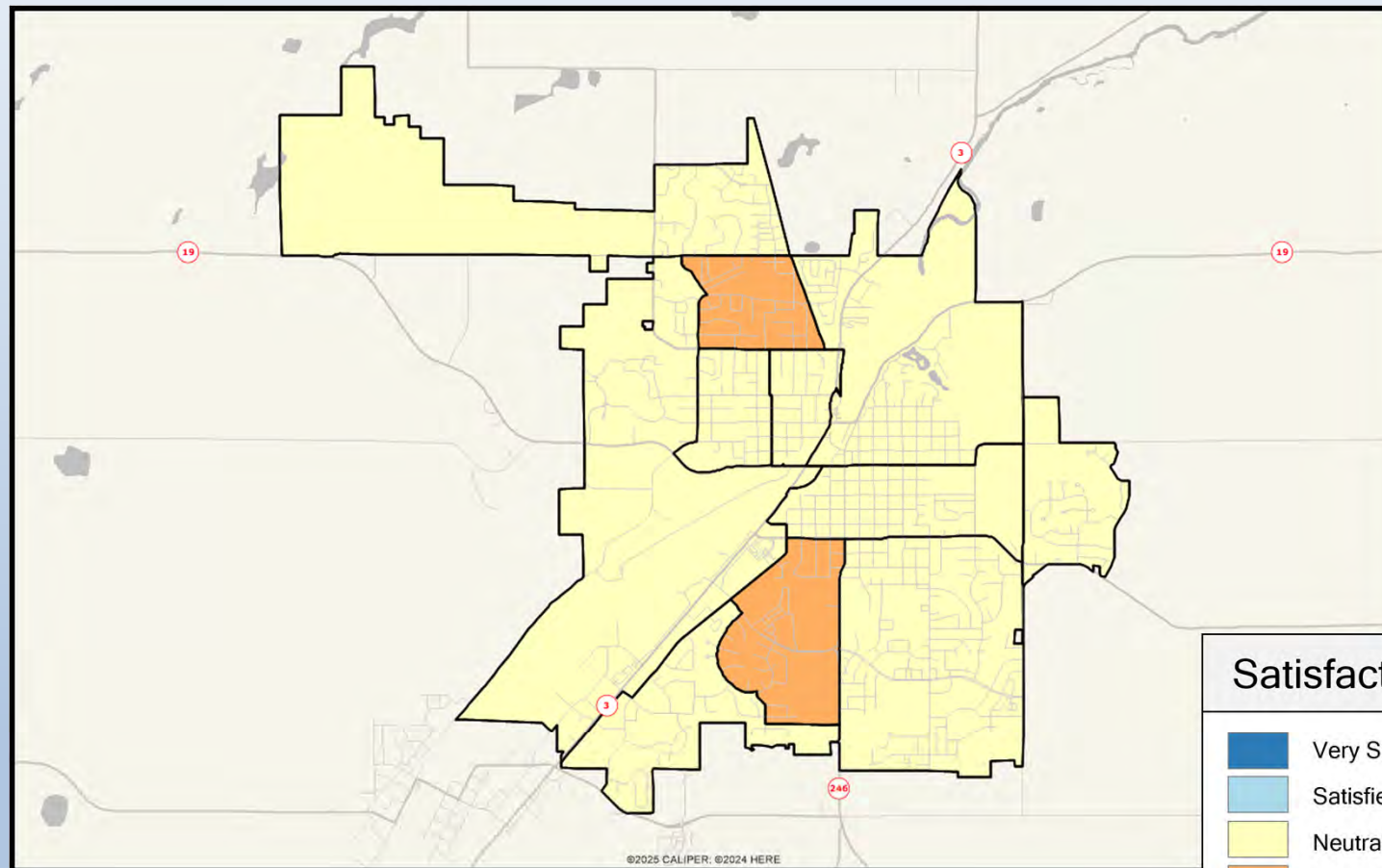
Q3-08. Availability of affordable housing



Satisfaction

- Very Satisfied
- Satisfied
- Neutral
- Dissatisfied
- Very Dissatisfied
- No Response

Q3-09. Overall quality of new development, both public and private

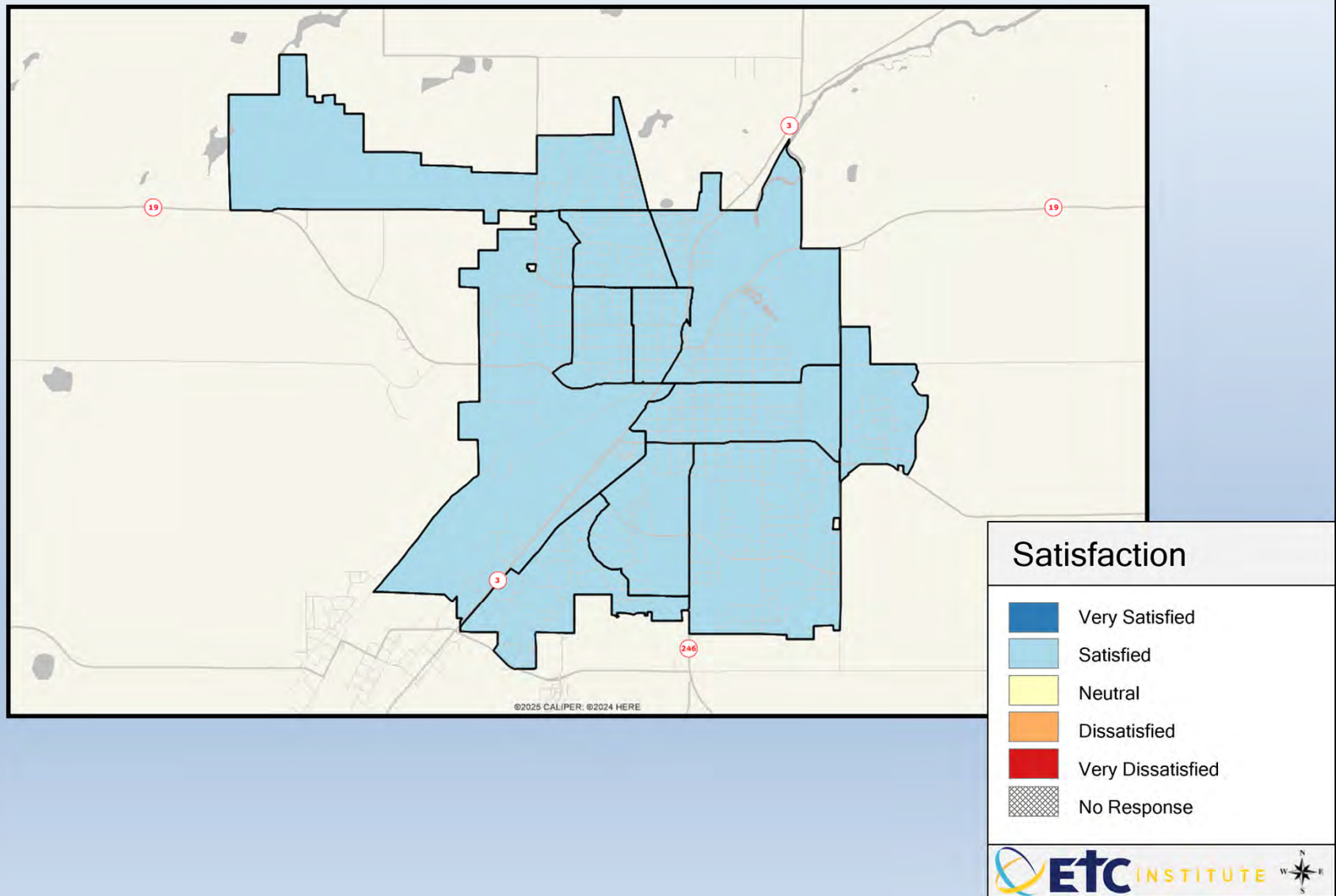


Satisfaction

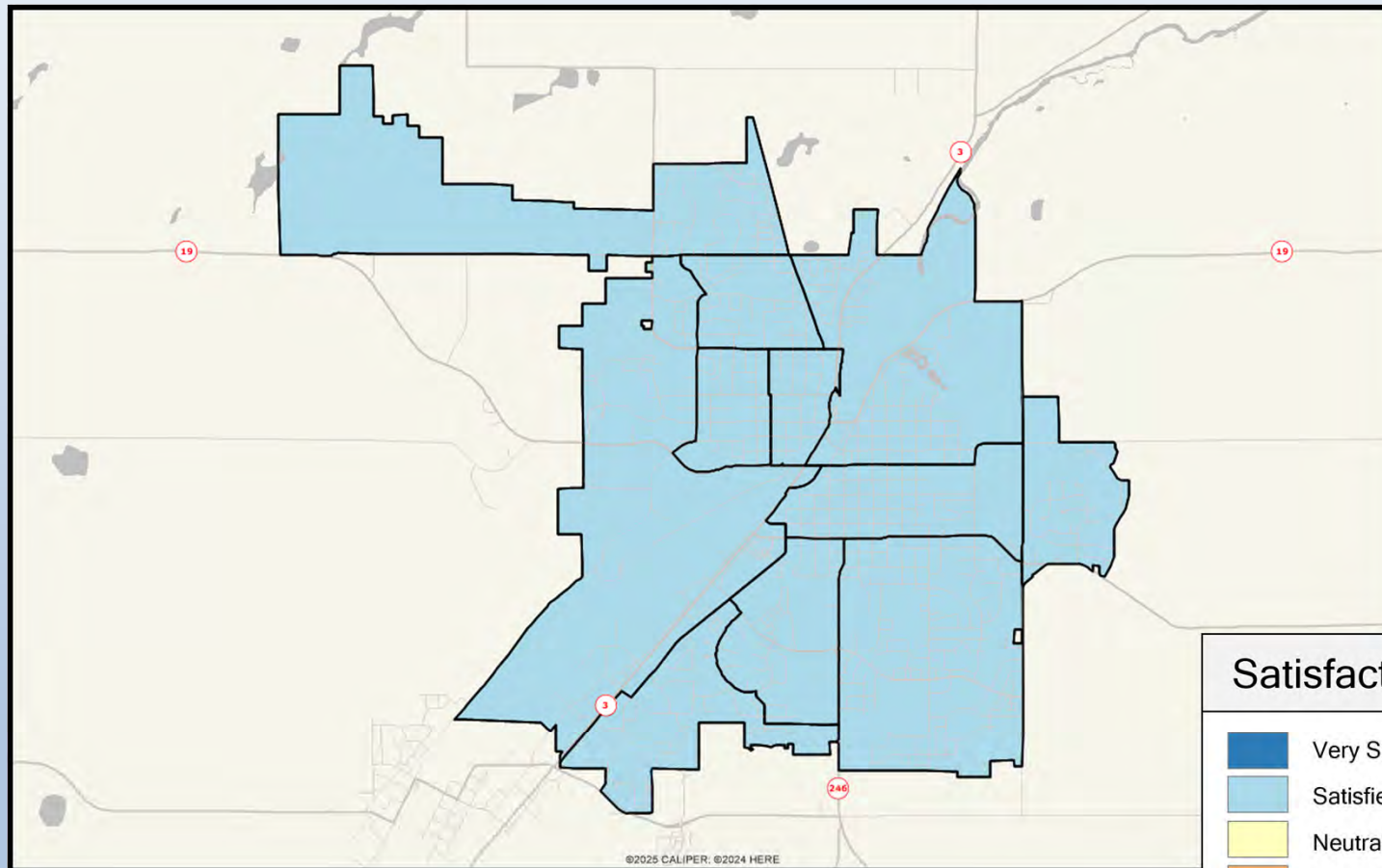
- Very Satisfied
- Satisfied
- Neutral
- Dissatisfied
- Very Dissatisfied
- No Response

ETC INSTITUTE

Q3-10. Appearance of residential property in Northfield




Q3-11. Appearance of commercial property in Northfield

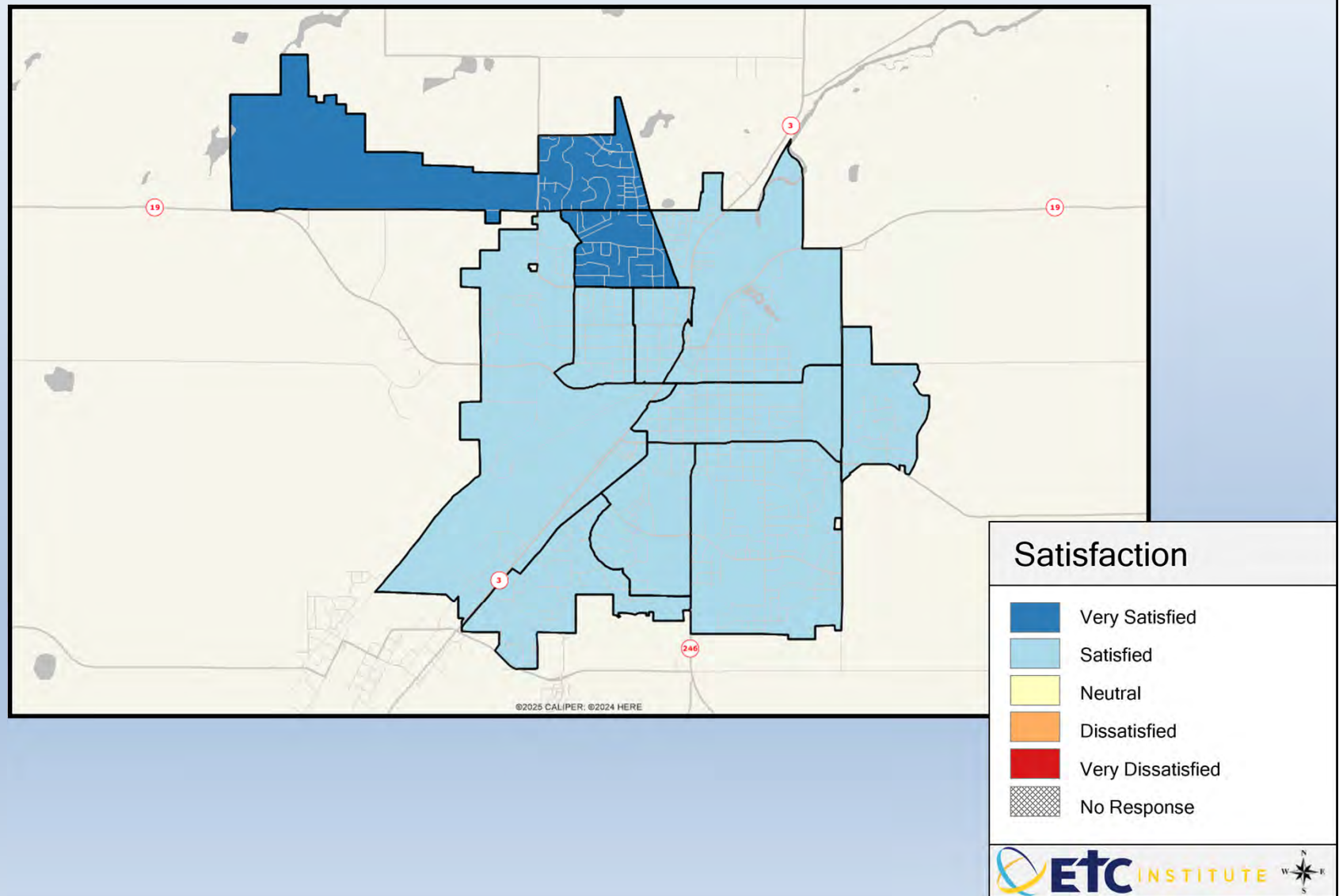


Satisfaction

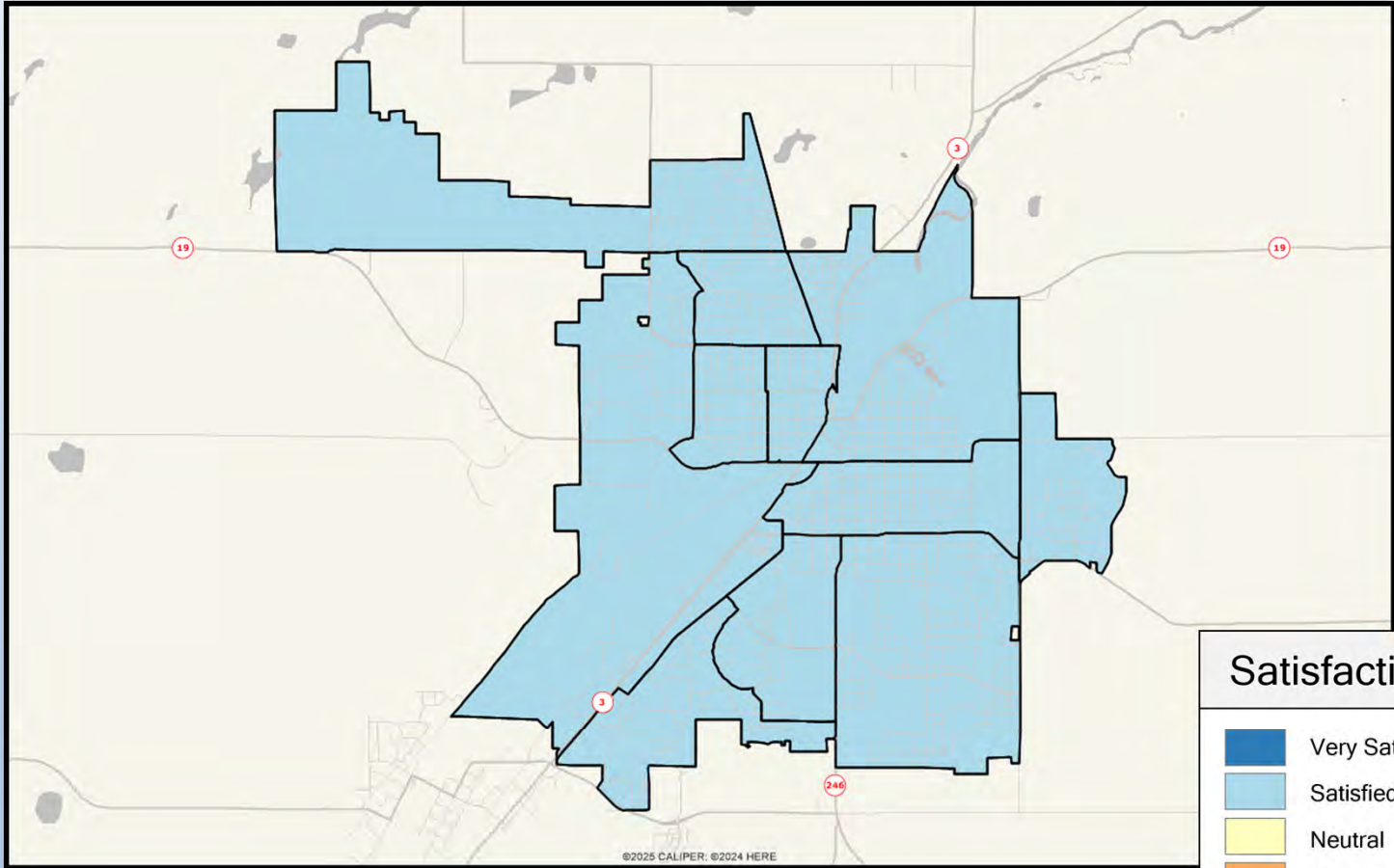
- Very Satisfied
- Satisfied
- Neutral
- Dissatisfied
- Very Dissatisfied
- No Response

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Q4-01. The visibility of police in the community



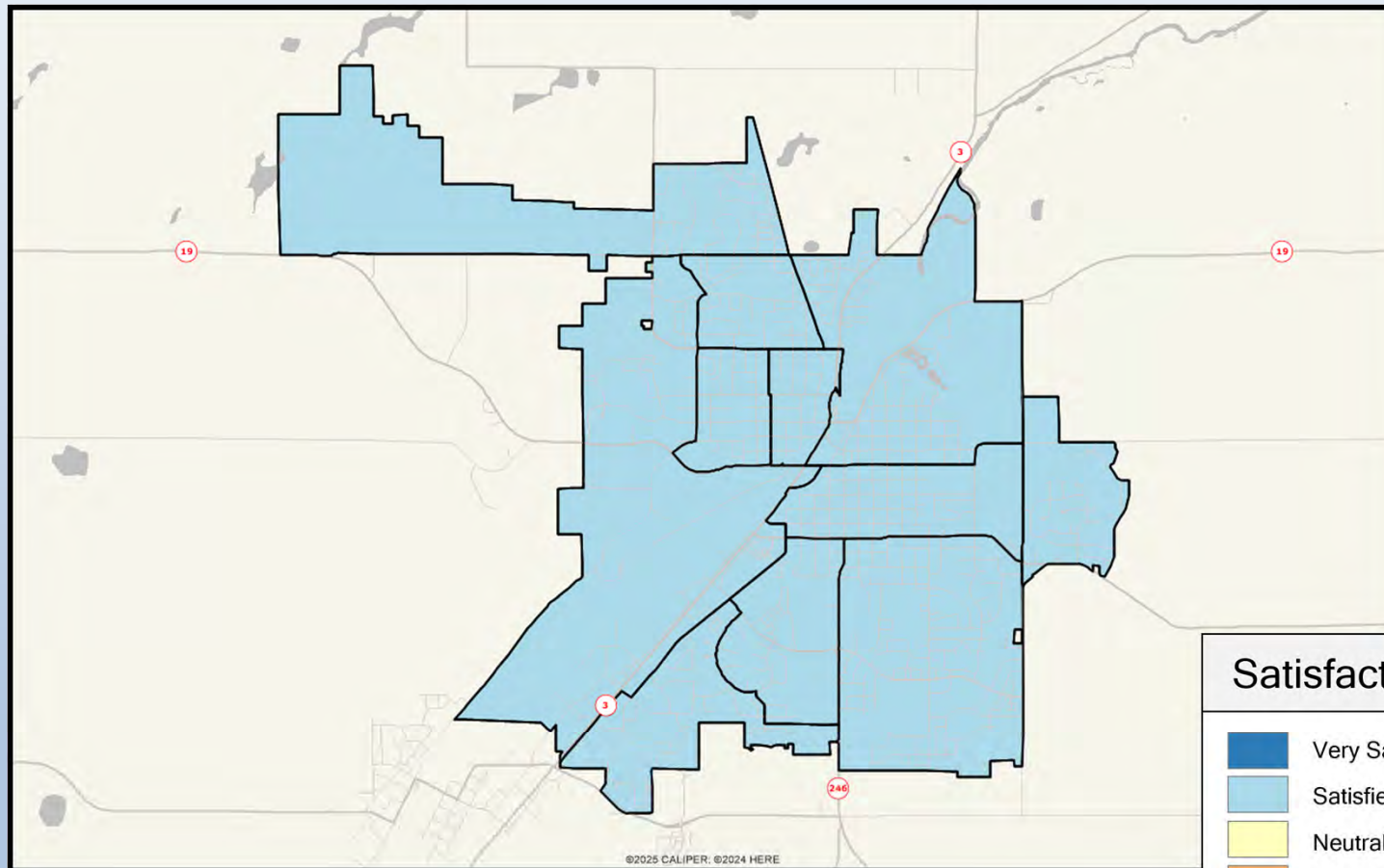
Q4-02. The City's overall effort to prevent crime



Satisfaction

- Very Satisfied
- Satisfied
- Neutral
- Dissatisfied
- Very Dissatisfied
- No Response

Q4-03. Enforcement of local traffic laws

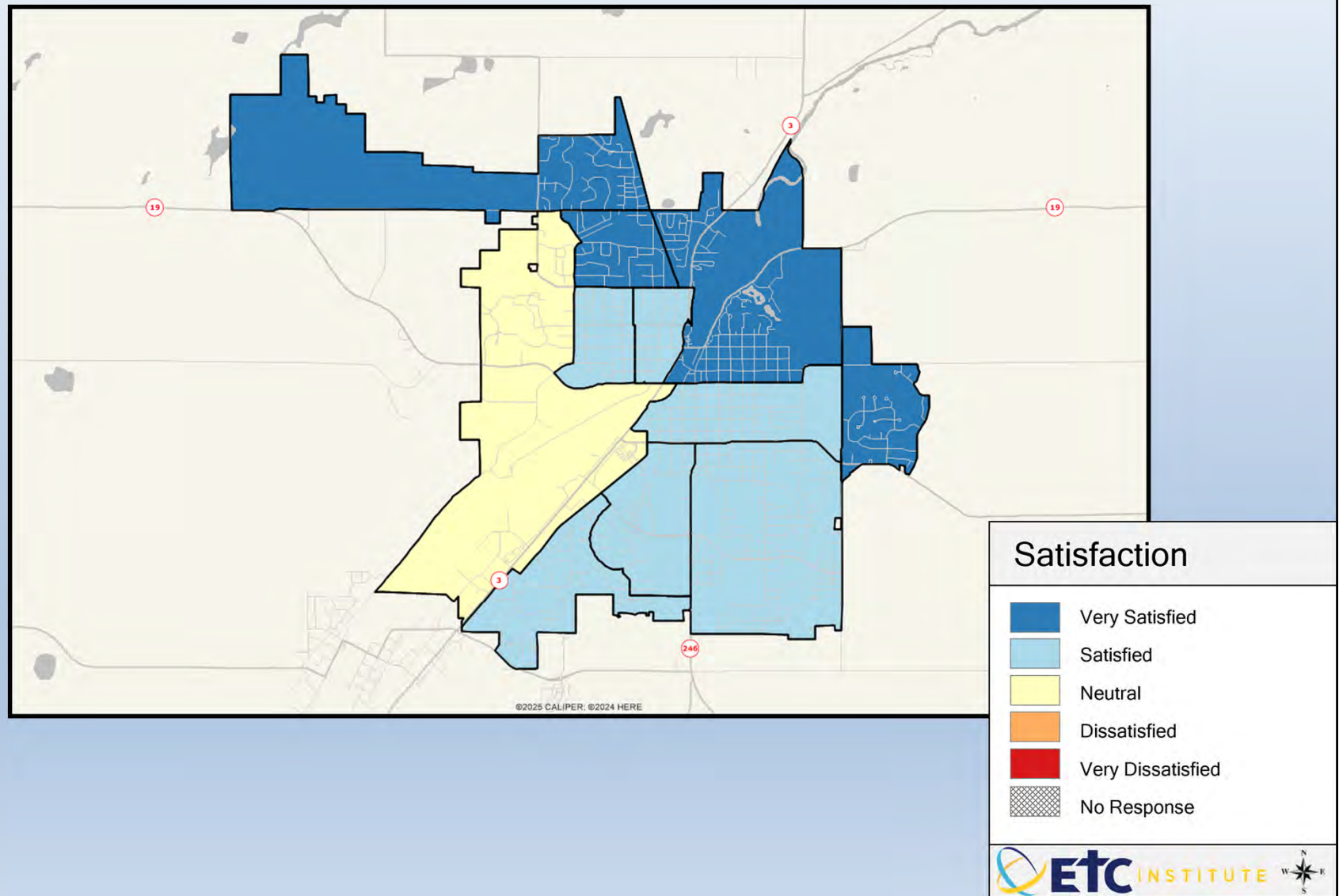


Satisfaction

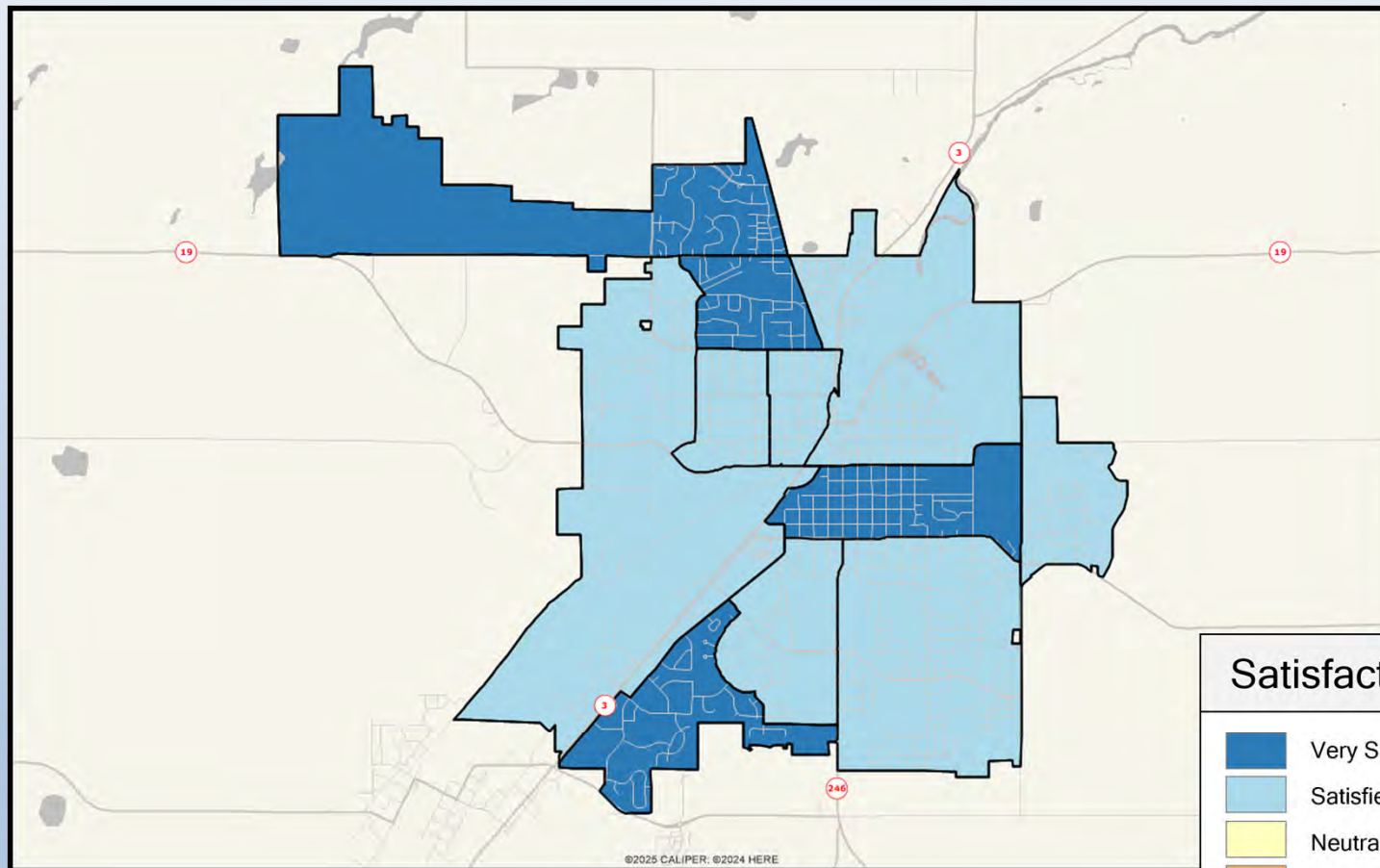
- Very Satisfied
- Satisfied
- Neutral
- Dissatisfied
- Very Dissatisfied
- No Response

ETC INSTITUTE

Q4-04. Your level of trust in the police department



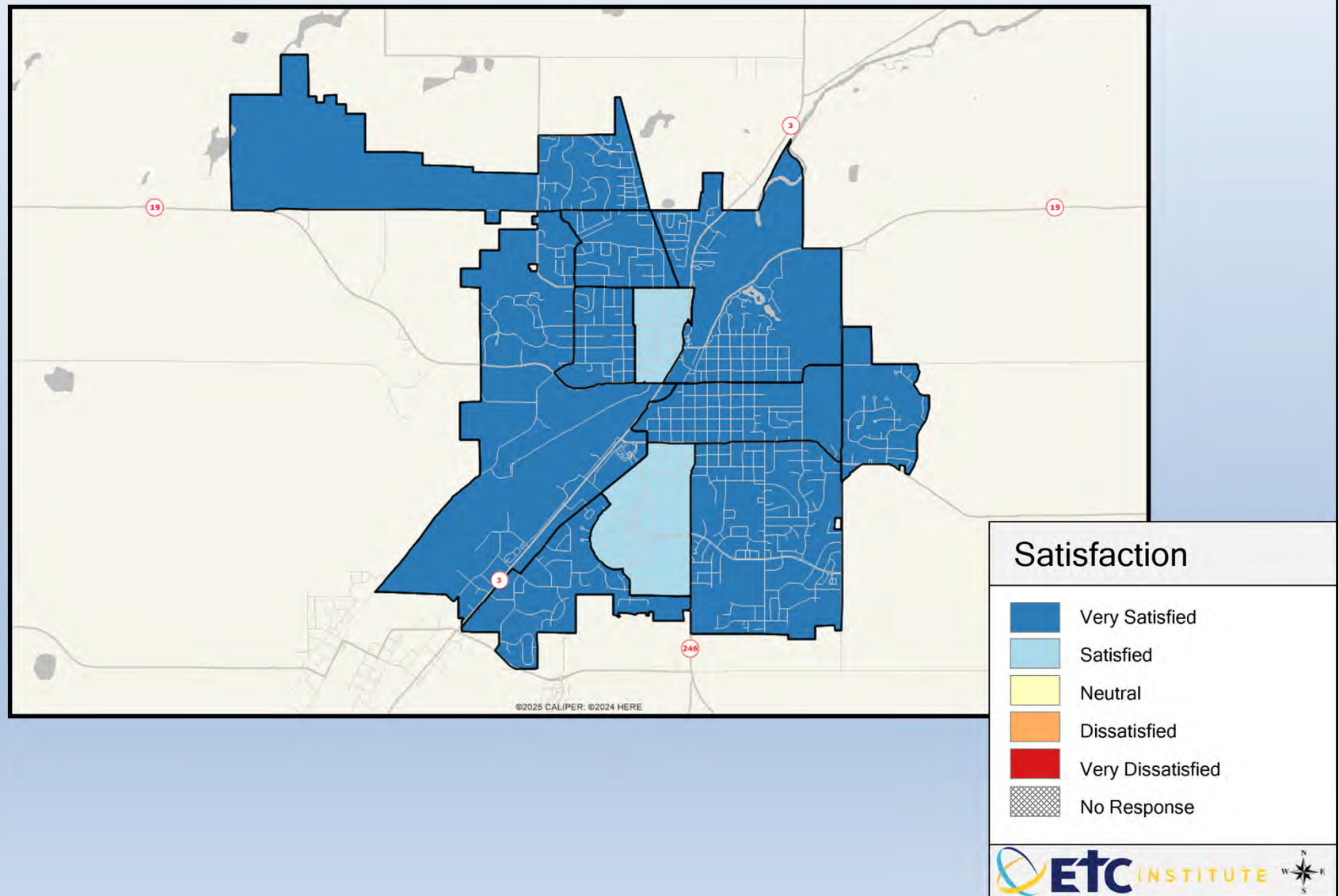
Q4-05. How quickly police respond to emergencies



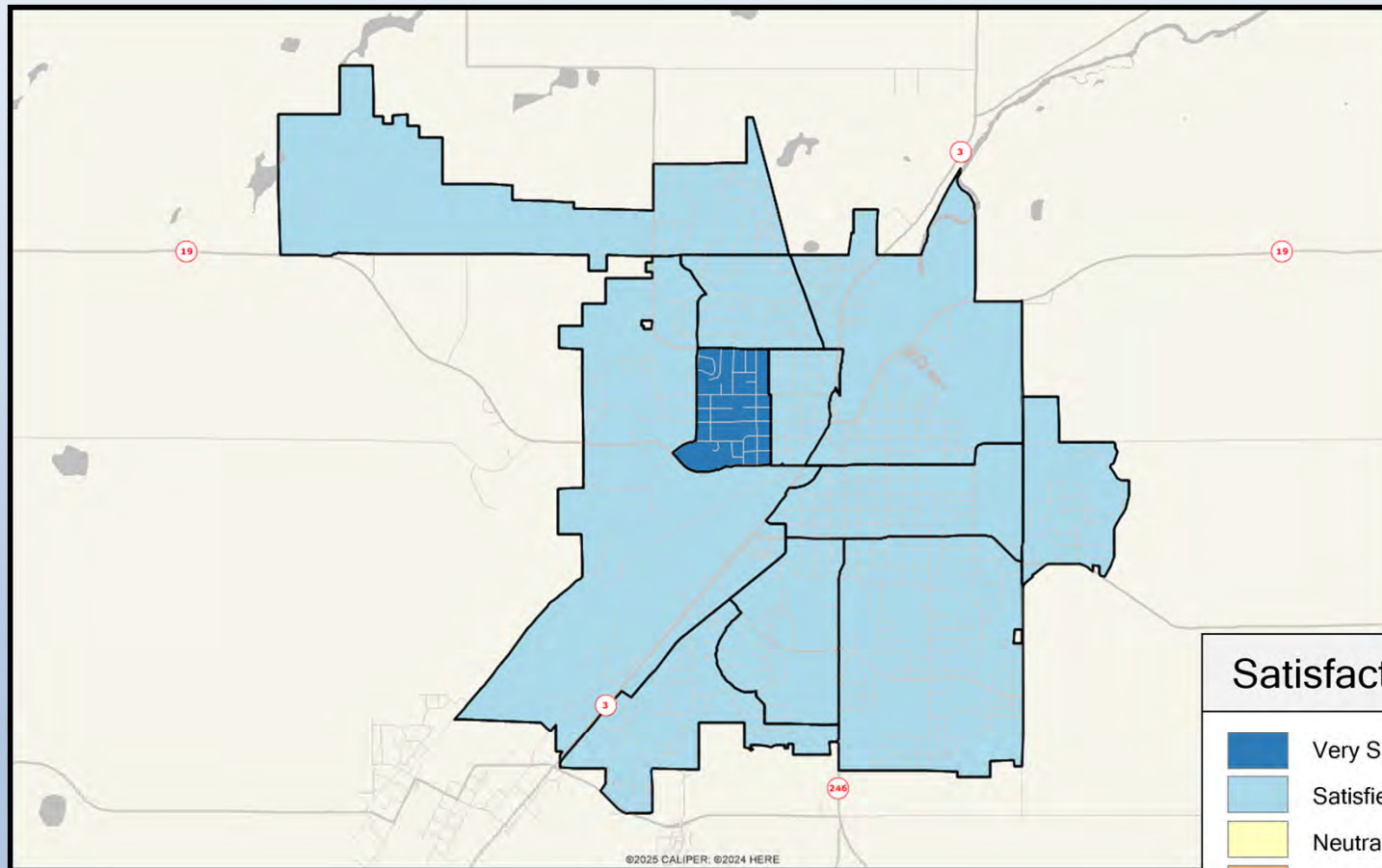
Satisfaction

- Very Satisfied
- Satisfied
- Neutral
- Dissatisfied
- Very Dissatisfied
- No Response

Q4-06. Your overall sense of safety in the community



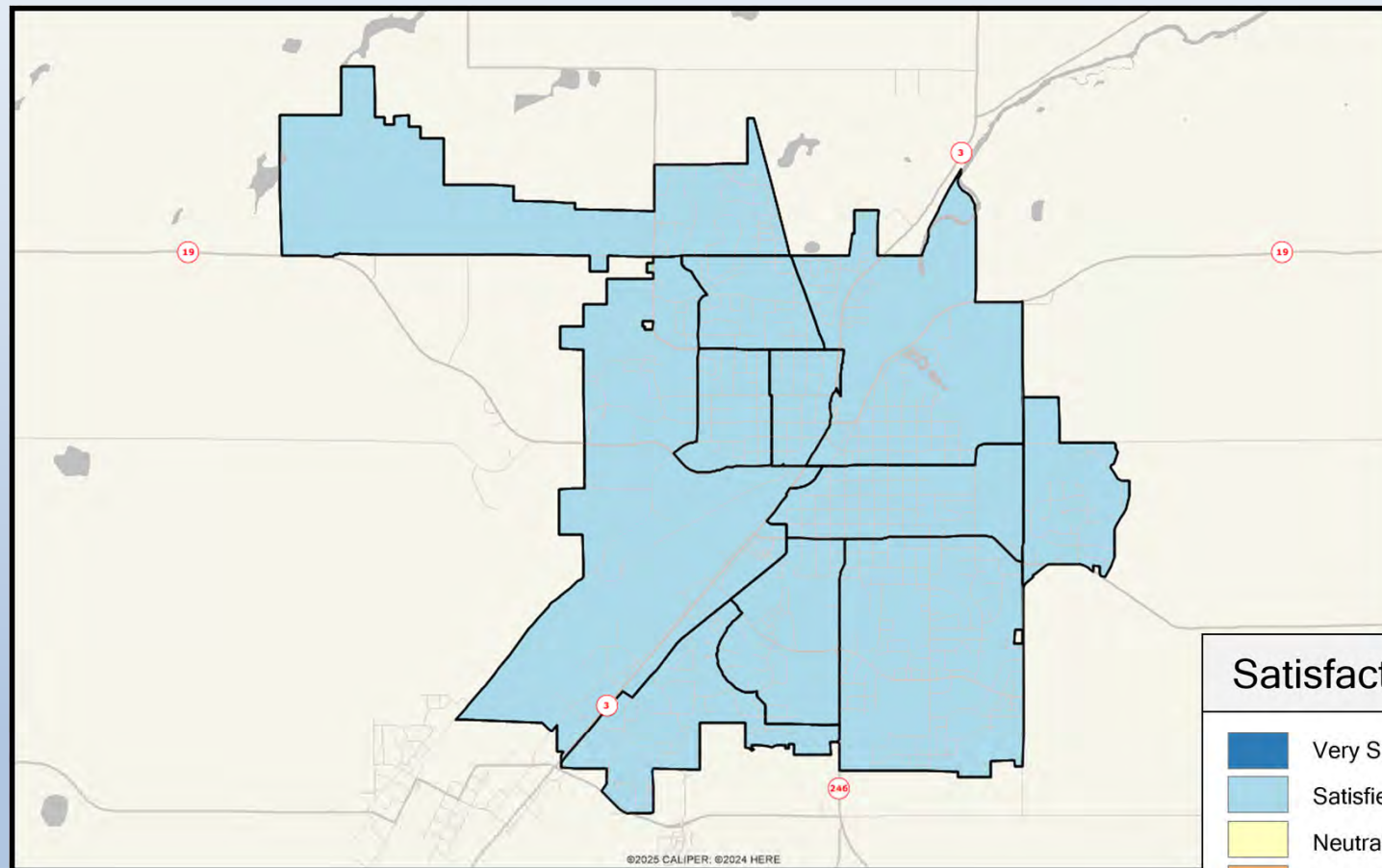
Q6-01. Quality of park facilities such as playgrounds, open space, picnic shelters



Satisfaction

- Very Satisfied
- Satisfied
- Neutral
- Dissatisfied
- Very Dissatisfied
- No Response

Q6-02. Quality of outdoor athletic facilities such as, baseball, softball, basketball, soccer and lacrosse

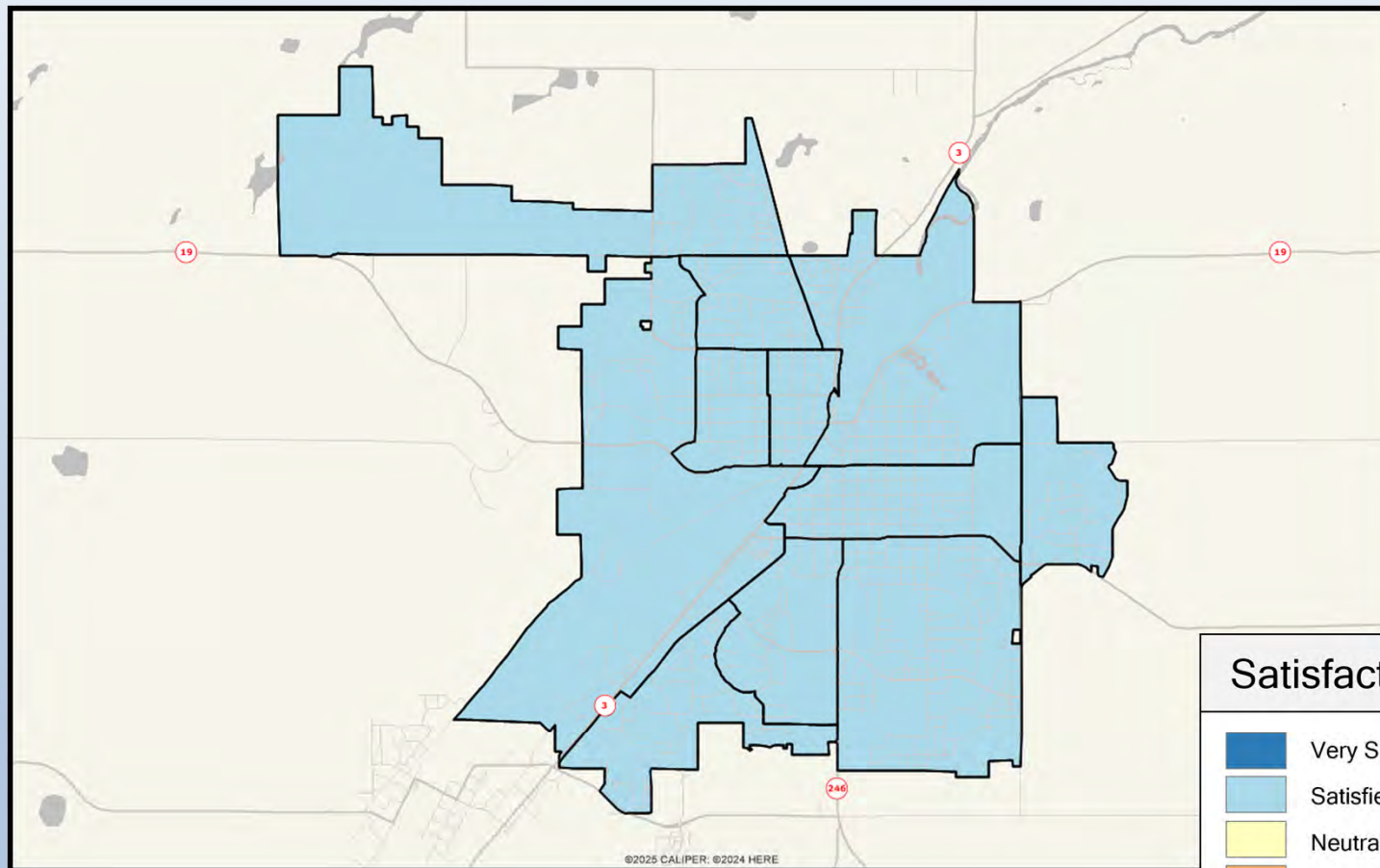


Satisfaction

- Very Satisfied
- Satisfied
- Neutral
- Dissatisfied
- Very Dissatisfied
- No Response

ETC INSTITUTE

Q6-03. Appearance and maintenance of existing city parks, recreational facilities, and trails

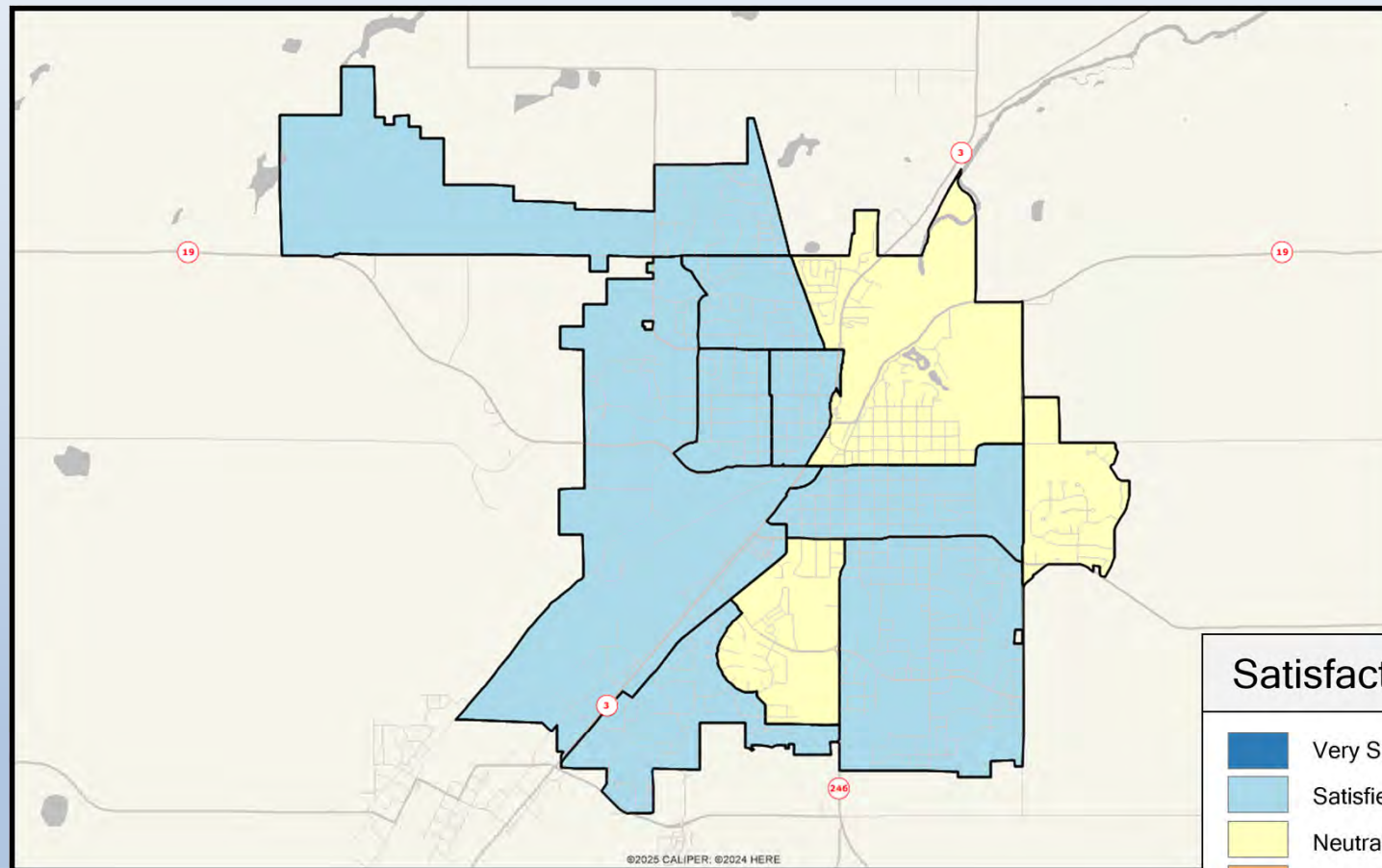


Satisfaction

- Very Satisfied
- Satisfied
- Neutral
- Dissatisfied
- Very Dissatisfied
- No Response

ETC INSTITUTE

Q6-04. Park shelter rental availability and restroom accessibility

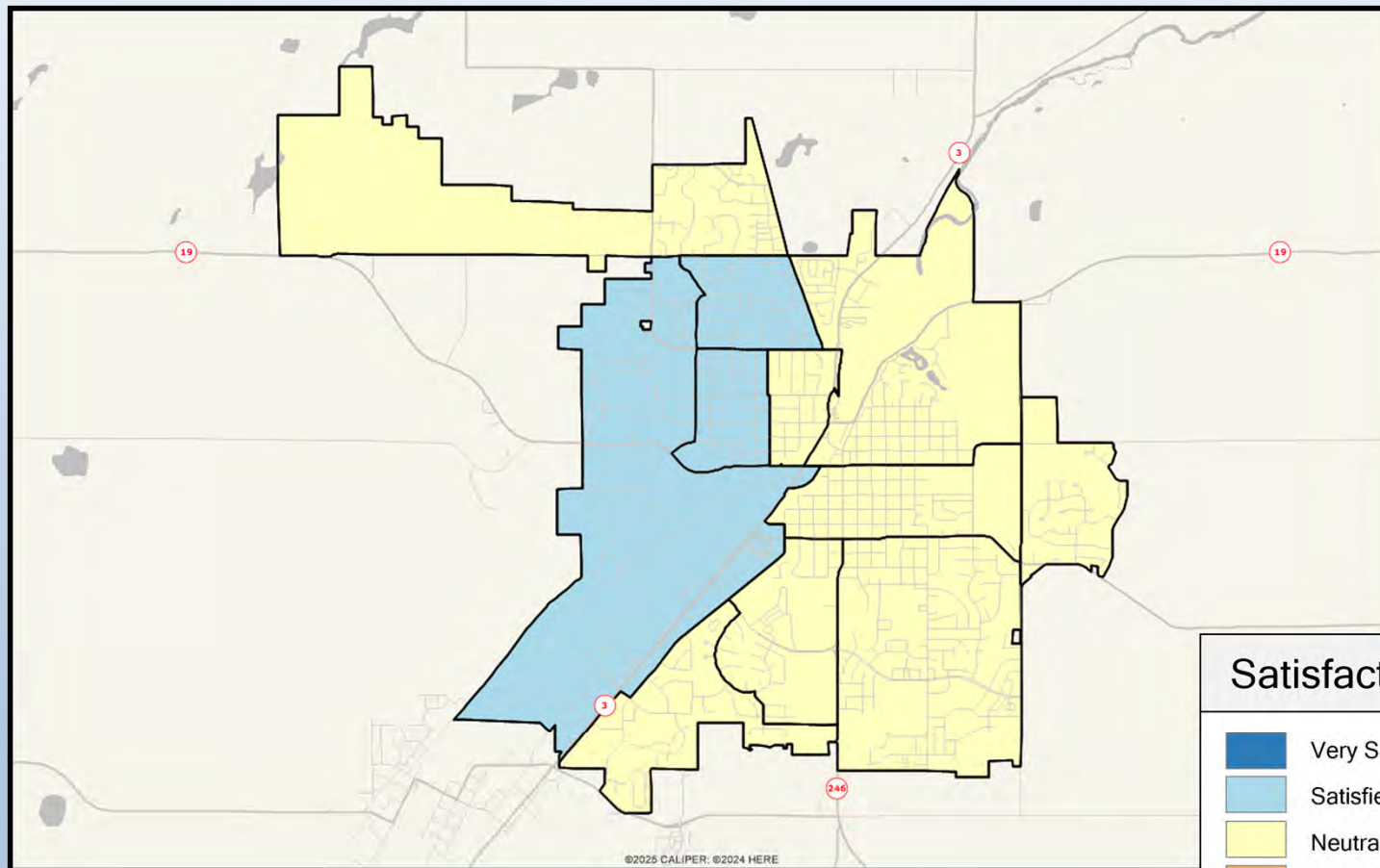


Satisfaction

- Very Satisfied
- Satisfied
- Neutral
- Dissatisfied
- Very Dissatisfied
- No Response

ETC INSTITUTE

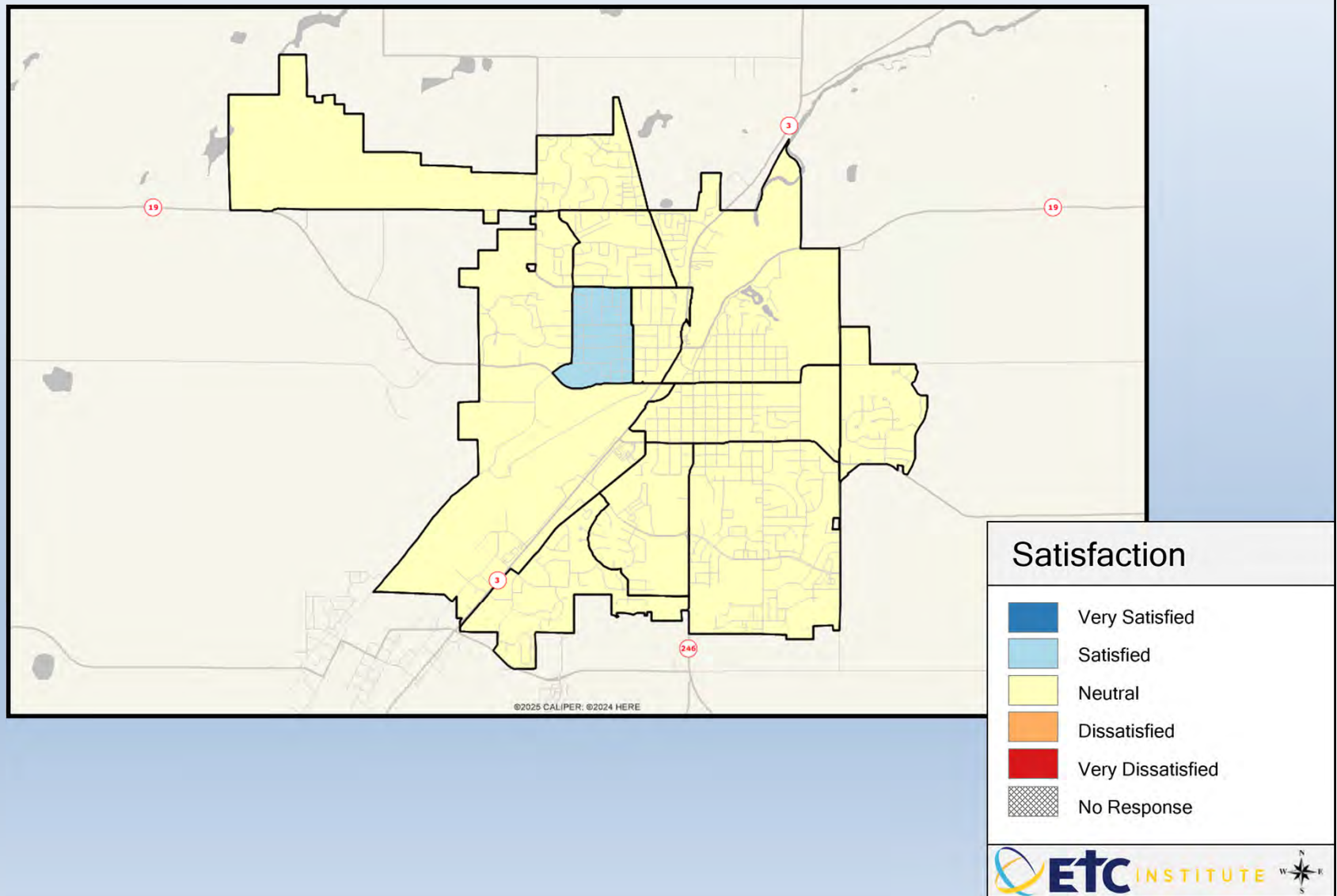
Q9-01. The availability of information with city programs and services



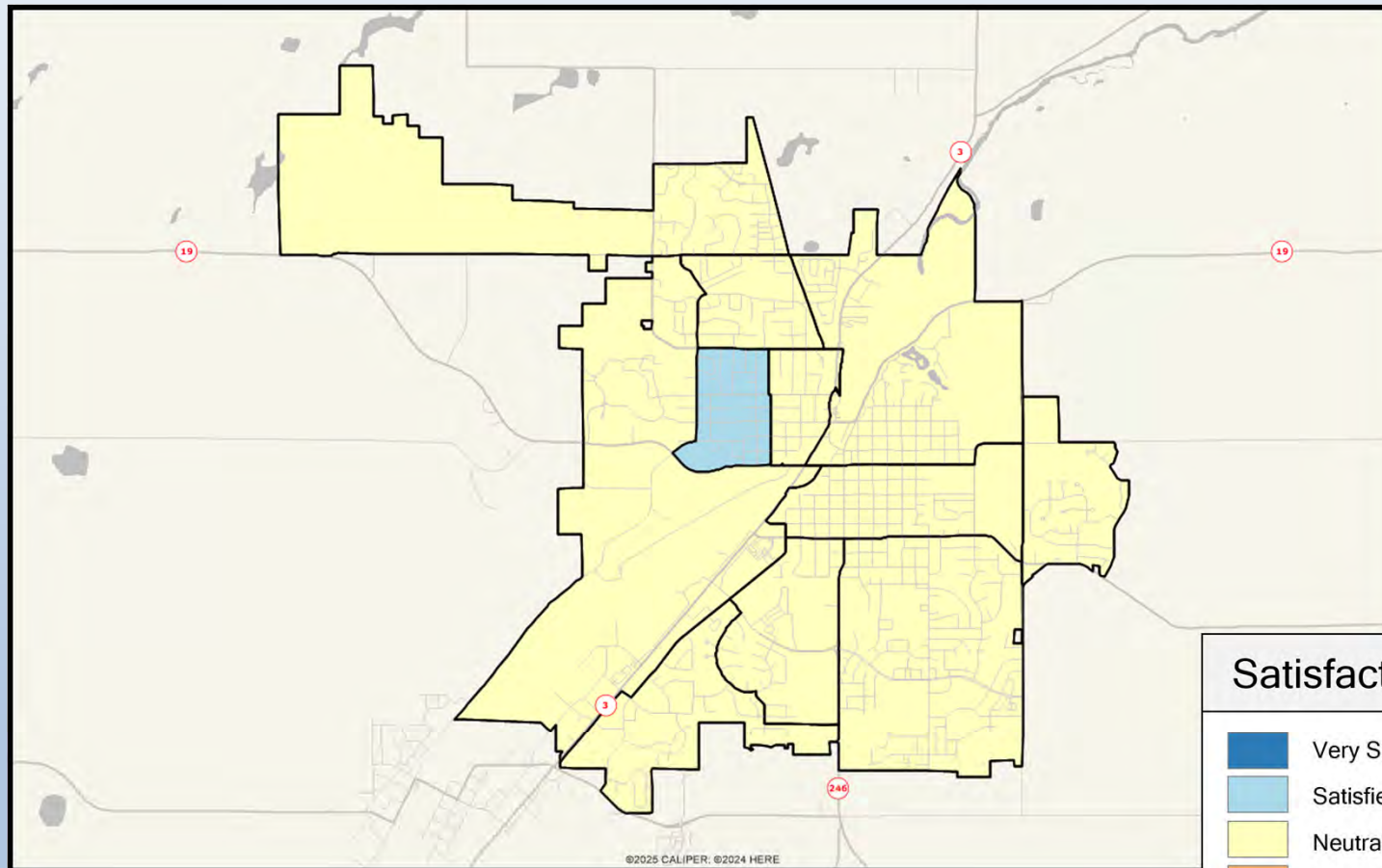
Satisfaction

- Very Satisfied
- Satisfied
- Neutral
- Dissatisfied
- Very Dissatisfied
- No Response

Q9-02. City efforts to keep the public informed about local issues



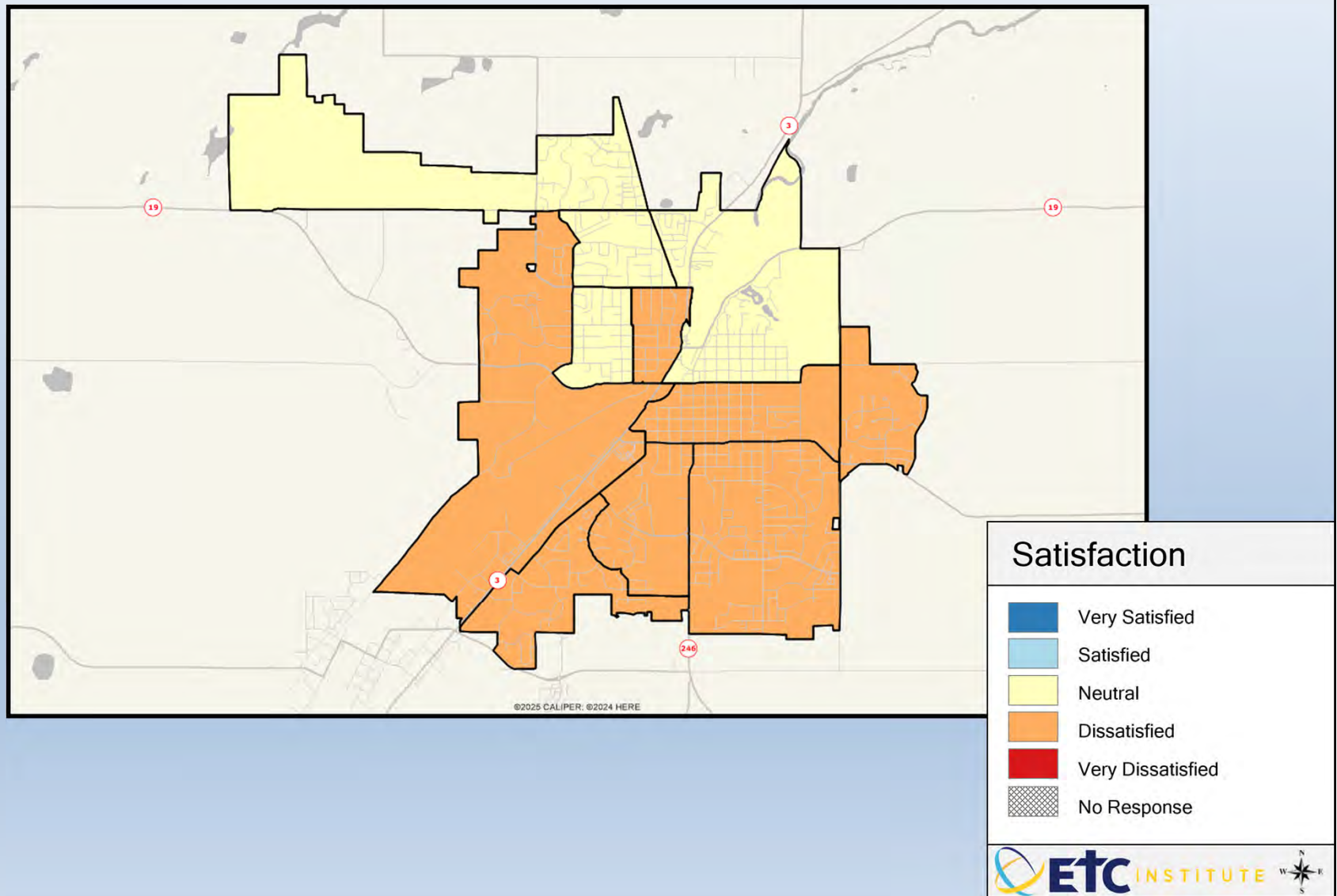
Q9-03. The overall quality of the City's website and social media



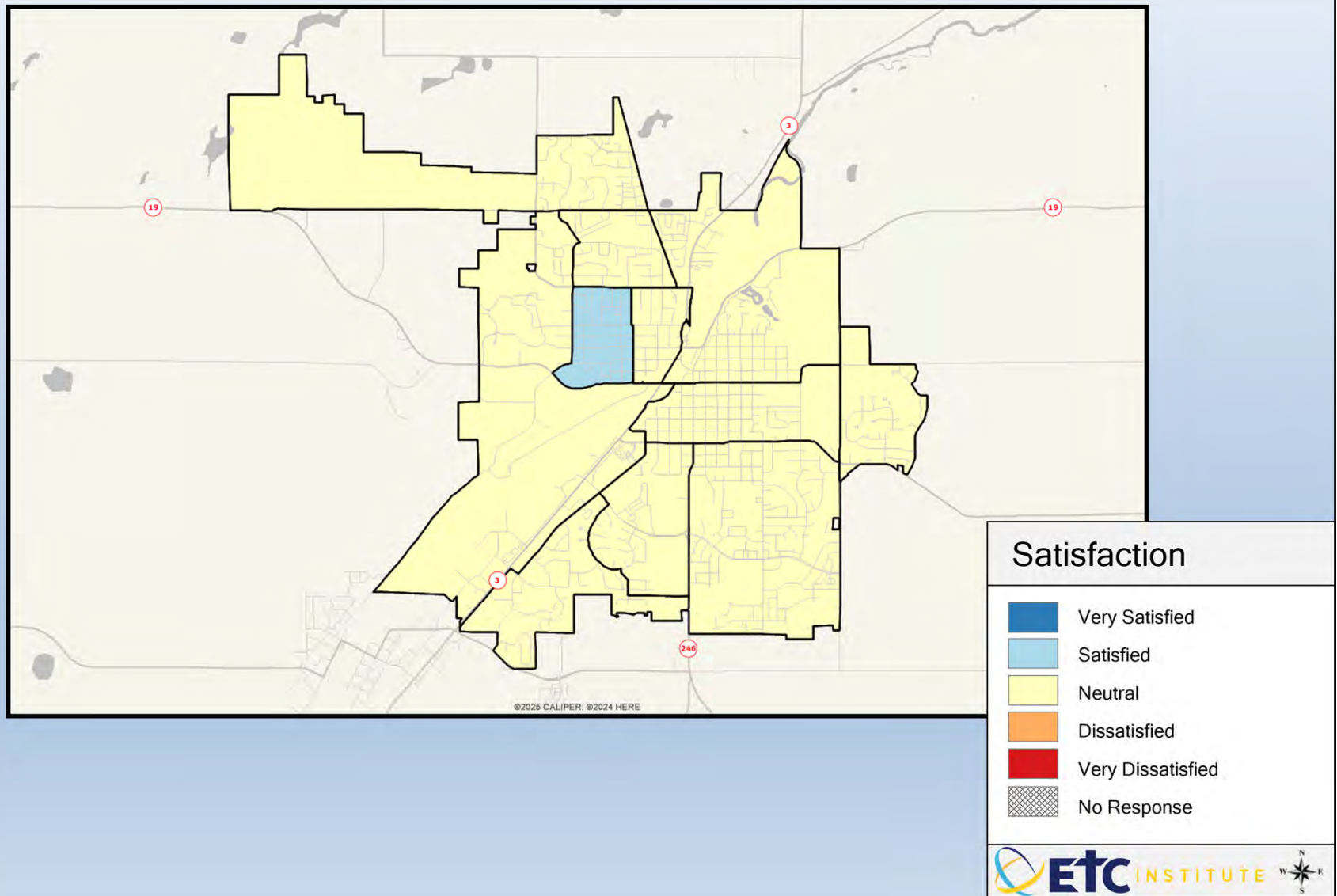
Satisfaction

- Very Satisfied
- Satisfied
- Neutral
- Dissatisfied
- Very Dissatisfied
- No Response

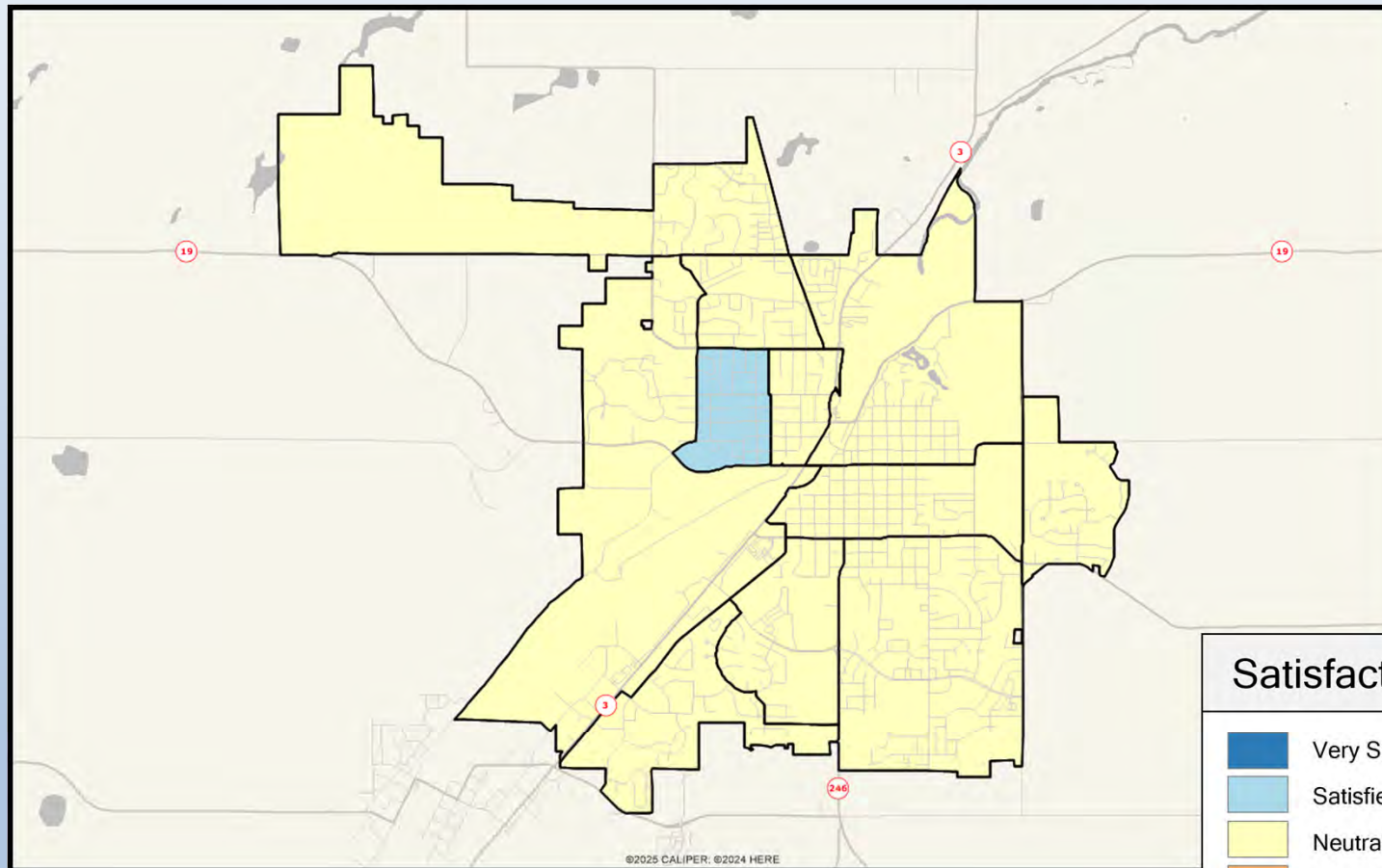
Q9-04. The level of public involvement in local decision making



Q9-05. Timeliness of information provided by the City



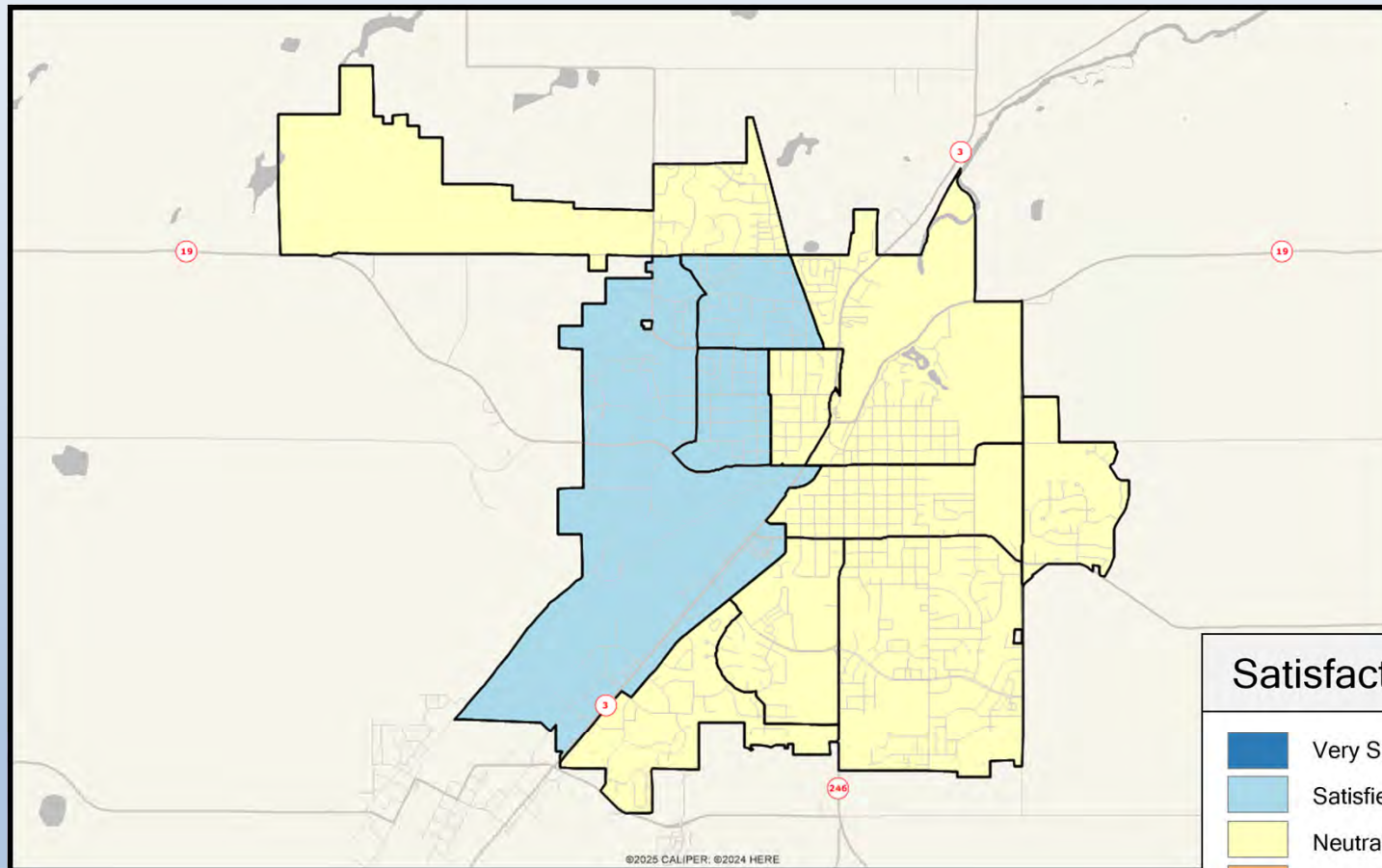
Q9-06. City email information update service



Satisfaction

- Very Satisfied
- Satisfied
- Neutral
- Dissatisfied
- Very Dissatisfied
- No Response

Q11-01. Maintenance of major city streets



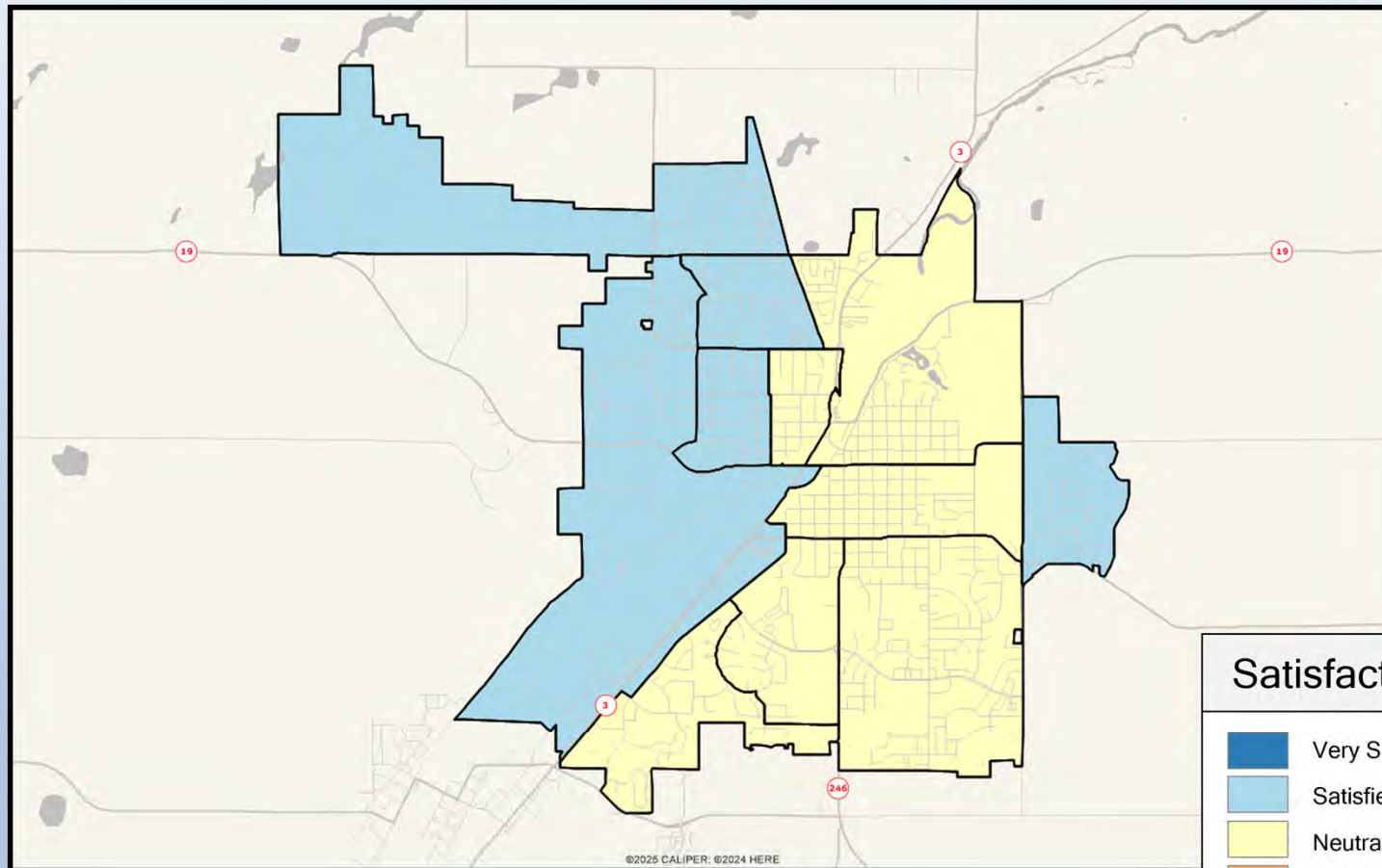
©2025 CALIPER. ©2024 HERE

Satisfaction

-  Very Satisfied
-  Satisfied
-  Neutral
-  Dissatisfied
-  Very Dissatisfied
-  No Response



Q11-02. Maintenance of streets in your neighborhood

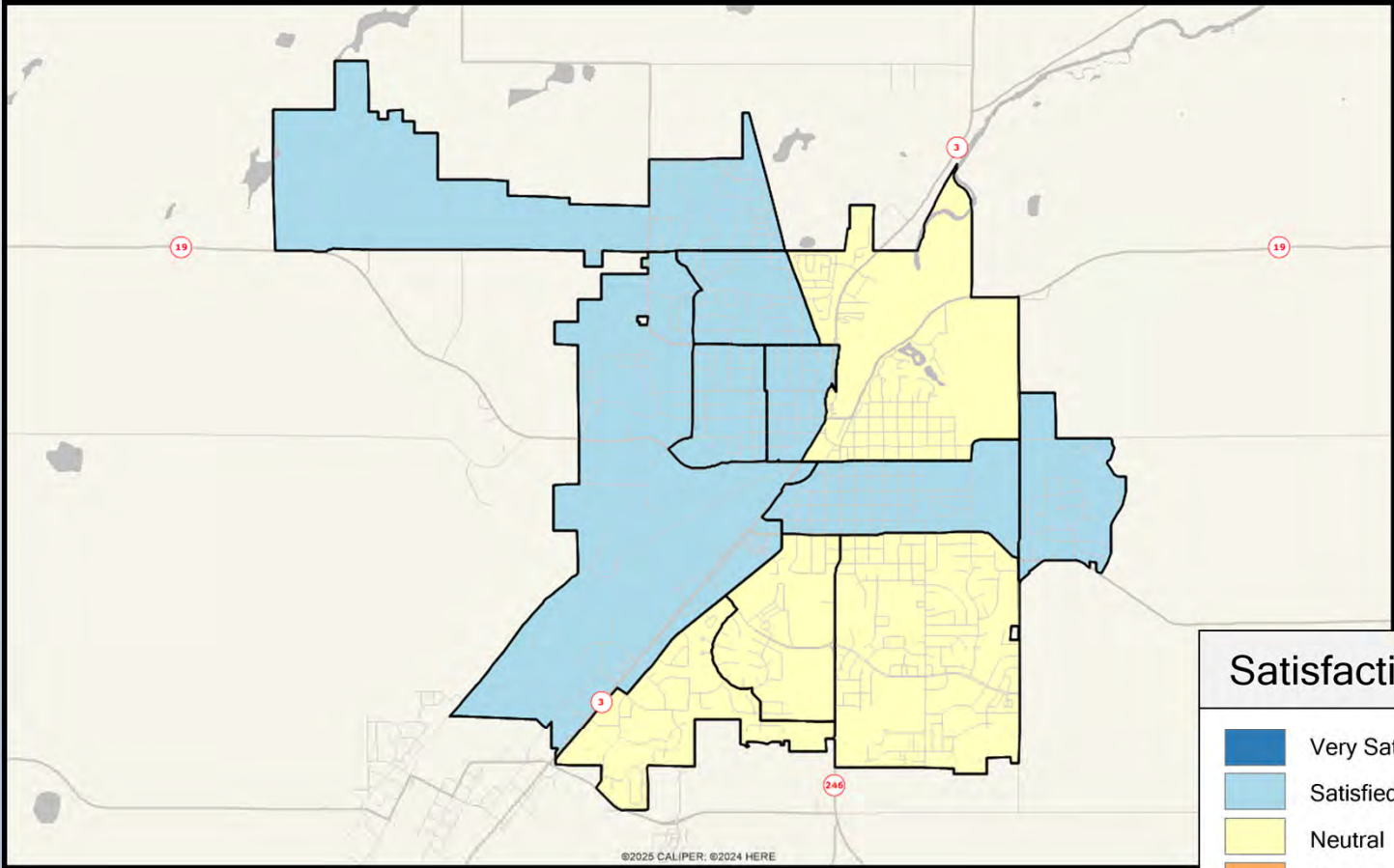


Satisfaction

- Very Satisfied
- Satisfied
- Neutral
- Dissatisfied
- Very Dissatisfied
- No Response

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Q11-03. Mowing and trimming along city streets and other boulevards

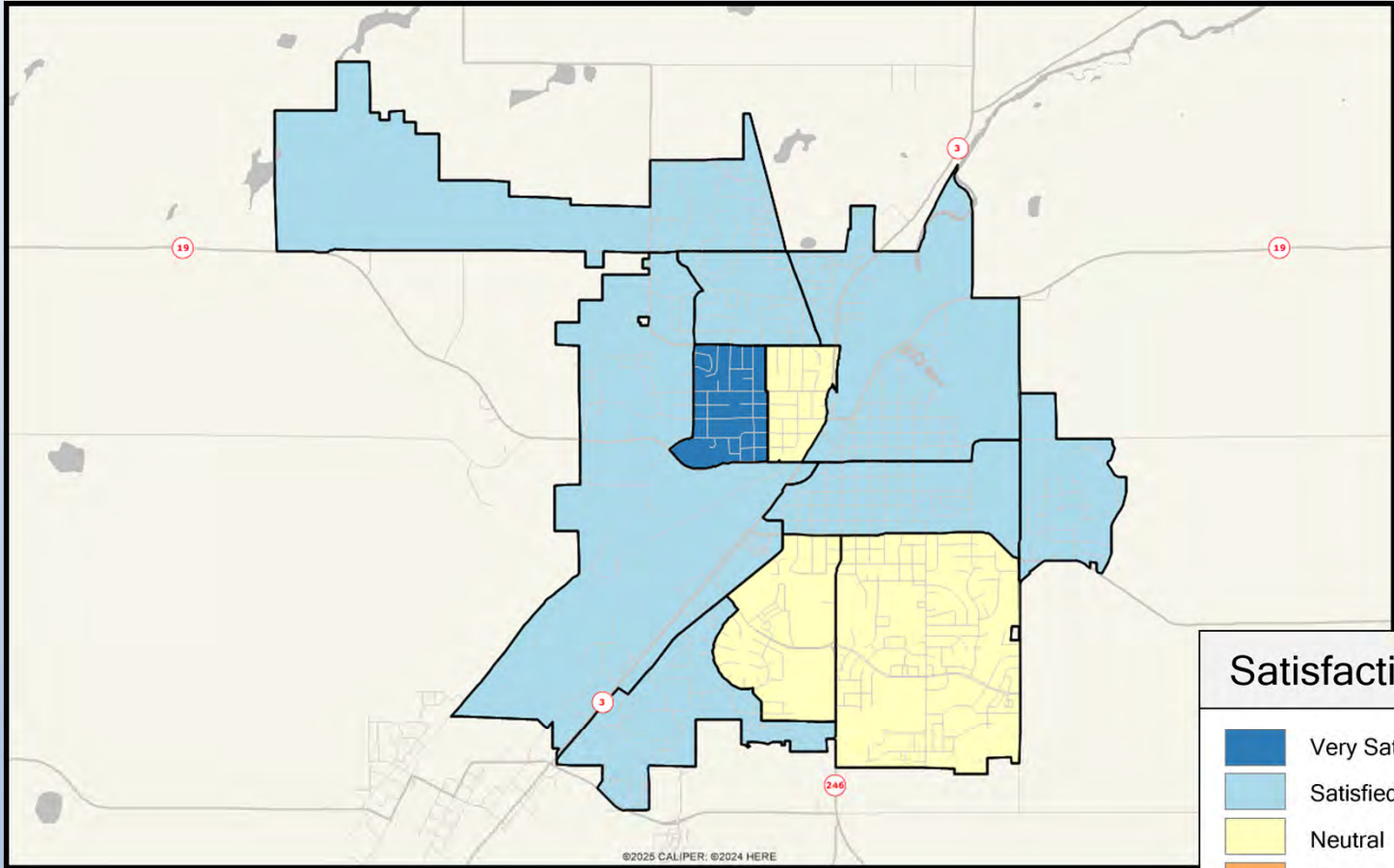


Satisfaction

- Very Satisfied
- Satisfied
- Neutral
- Dissatisfied
- Very Dissatisfied
- No Response

ETC INSTITUTE

Q11-04. Plowing city streets

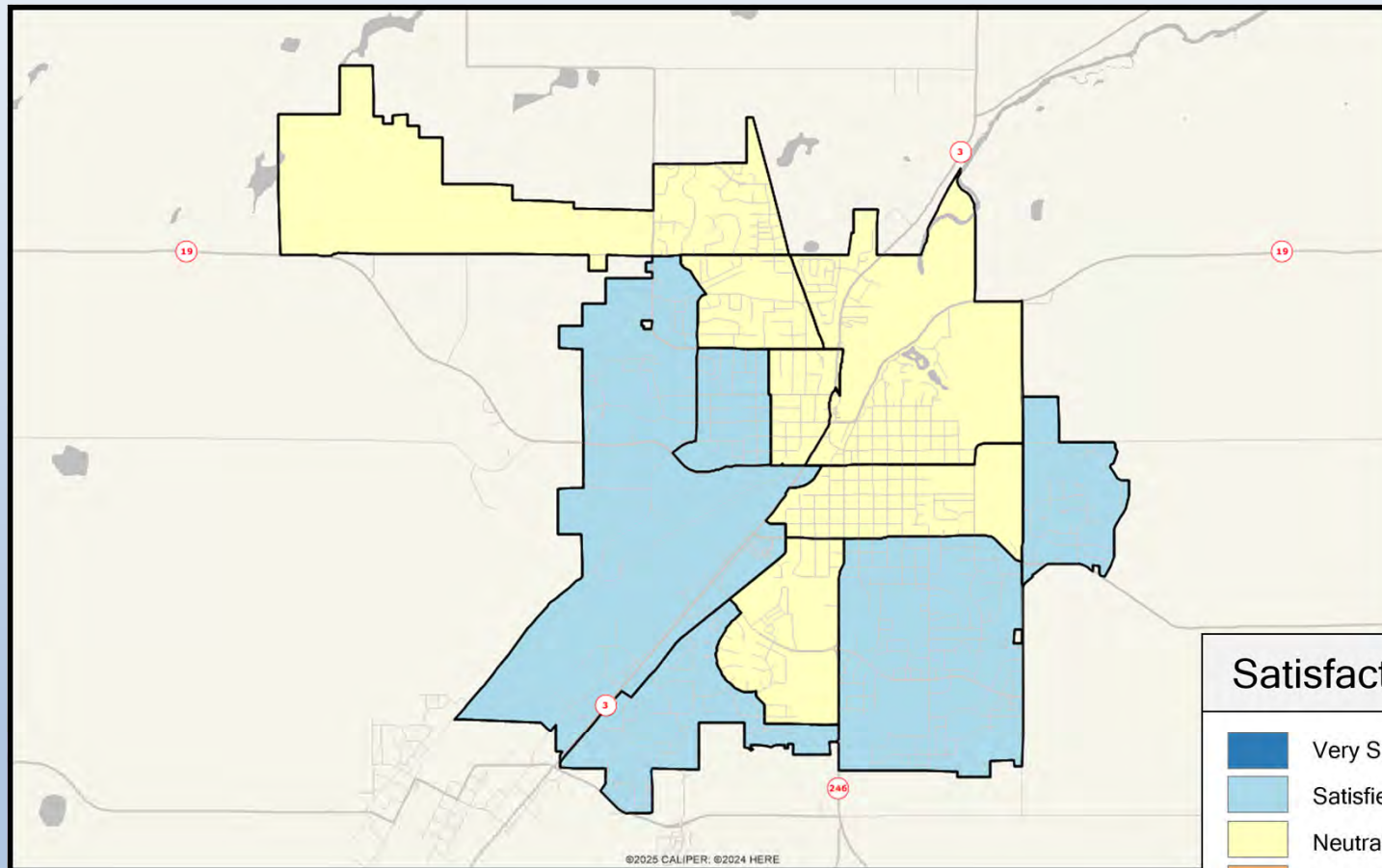


Satisfaction

- Very Satisfied
- Satisfied
- Neutral
- Dissatisfied
- Very Dissatisfied
- No Response

ETC INSTITUTE

Q11-05. Condition of sidewalks in the city

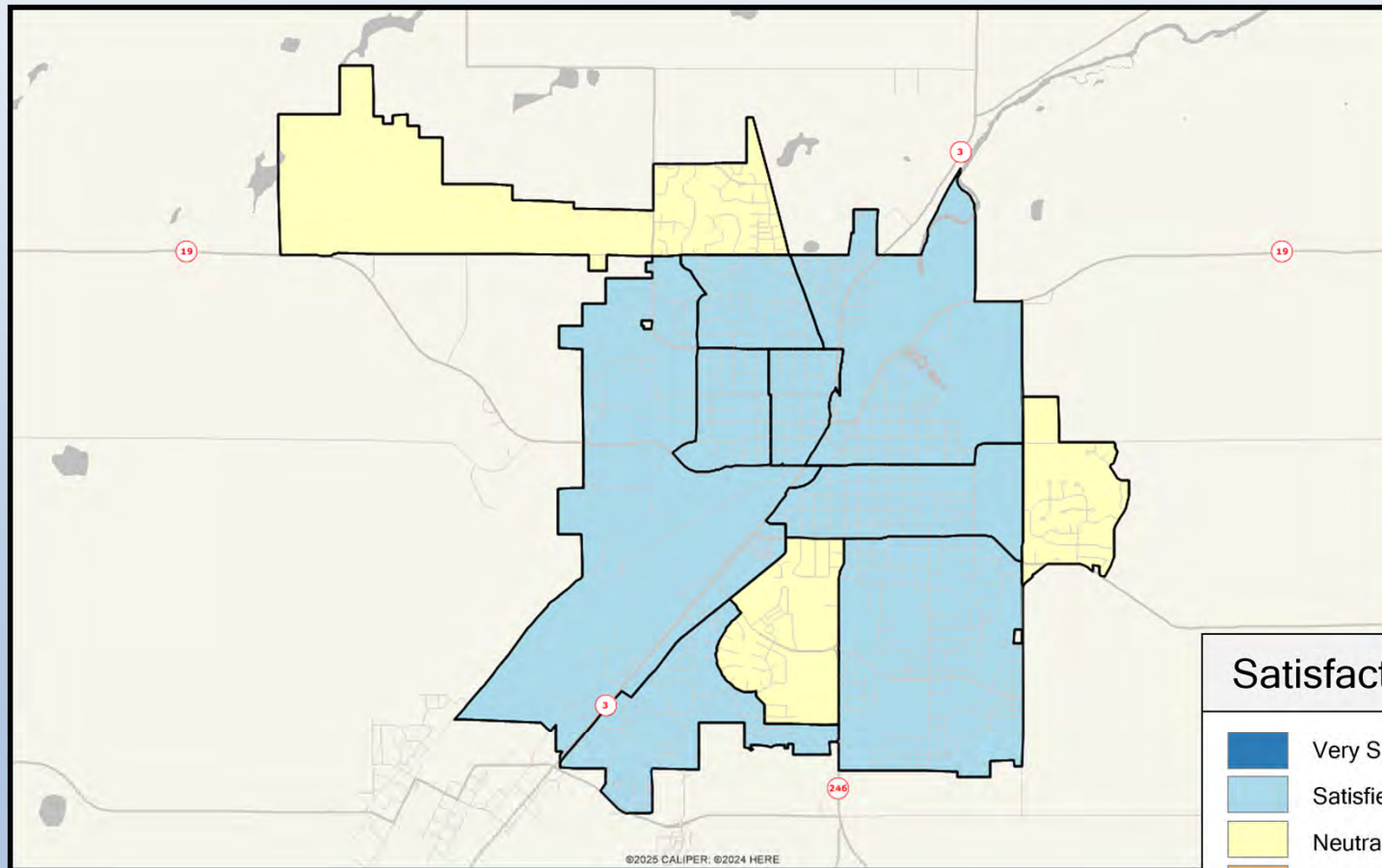


Satisfaction

- Very Satisfied
- Satisfied
- Neutral
- Dissatisfied
- Very Dissatisfied
- No Response

ETC INSTITUTE

Q13-01. Enforcement of animal regulations

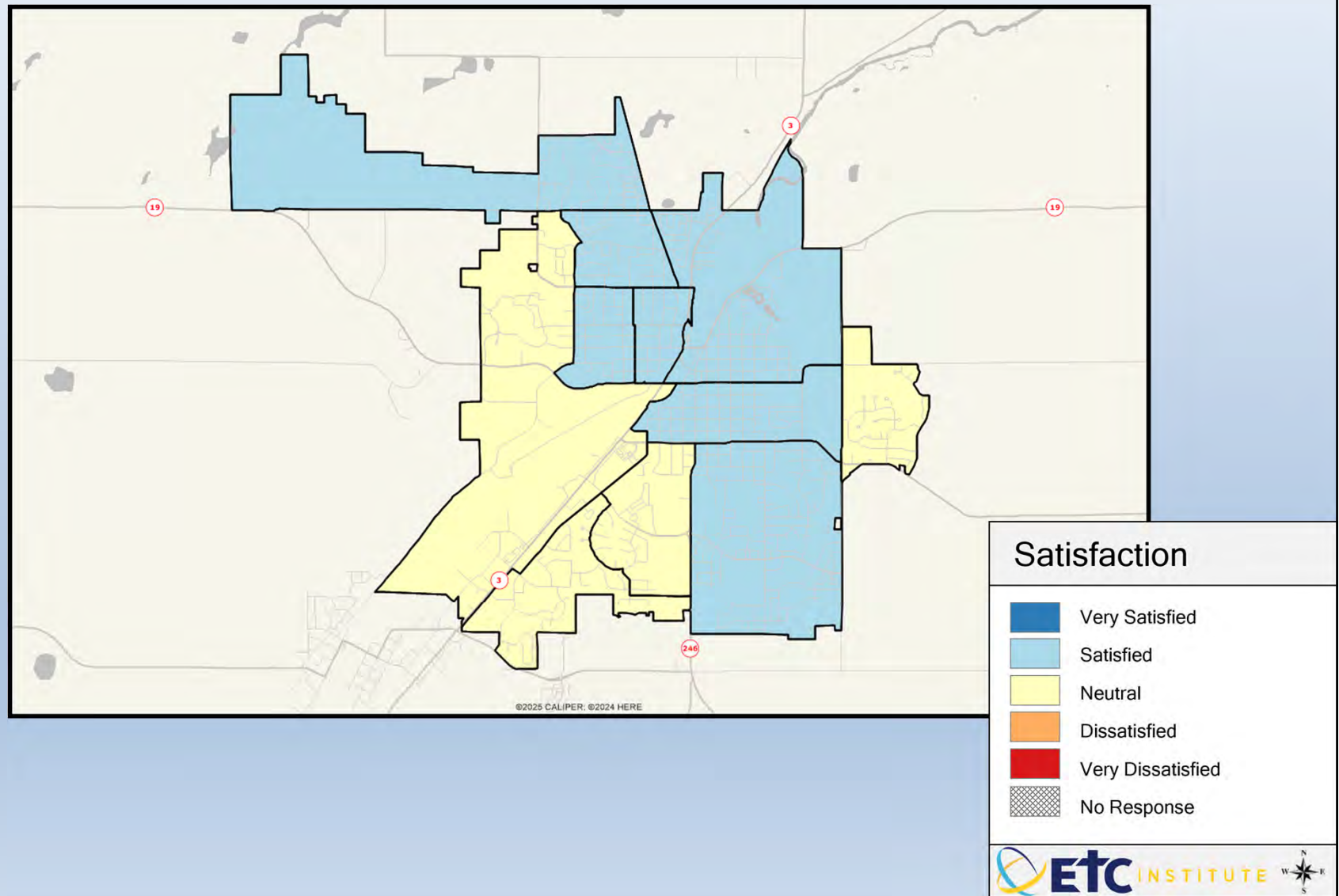


Satisfaction

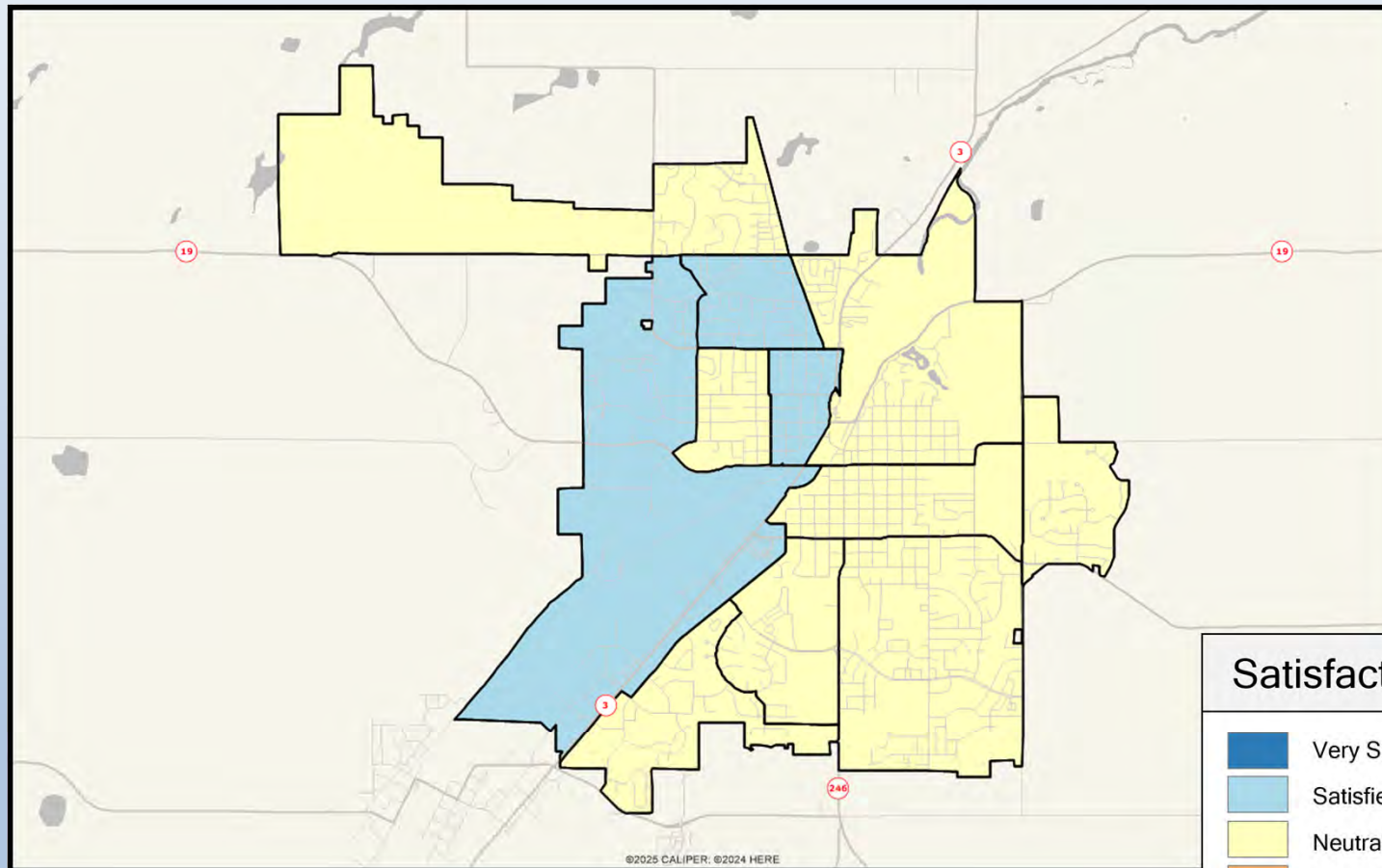
- Very Satisfied
- Satisfied
- Neutral
- Dissatisfied
- Very Dissatisfied
- No Response

ETC INSTITUTE

Q13-02. Responding to noise concerns or complaints



Q13-03. Enforcing the mowing and trimming of grass, weeds, and vegetation on private property

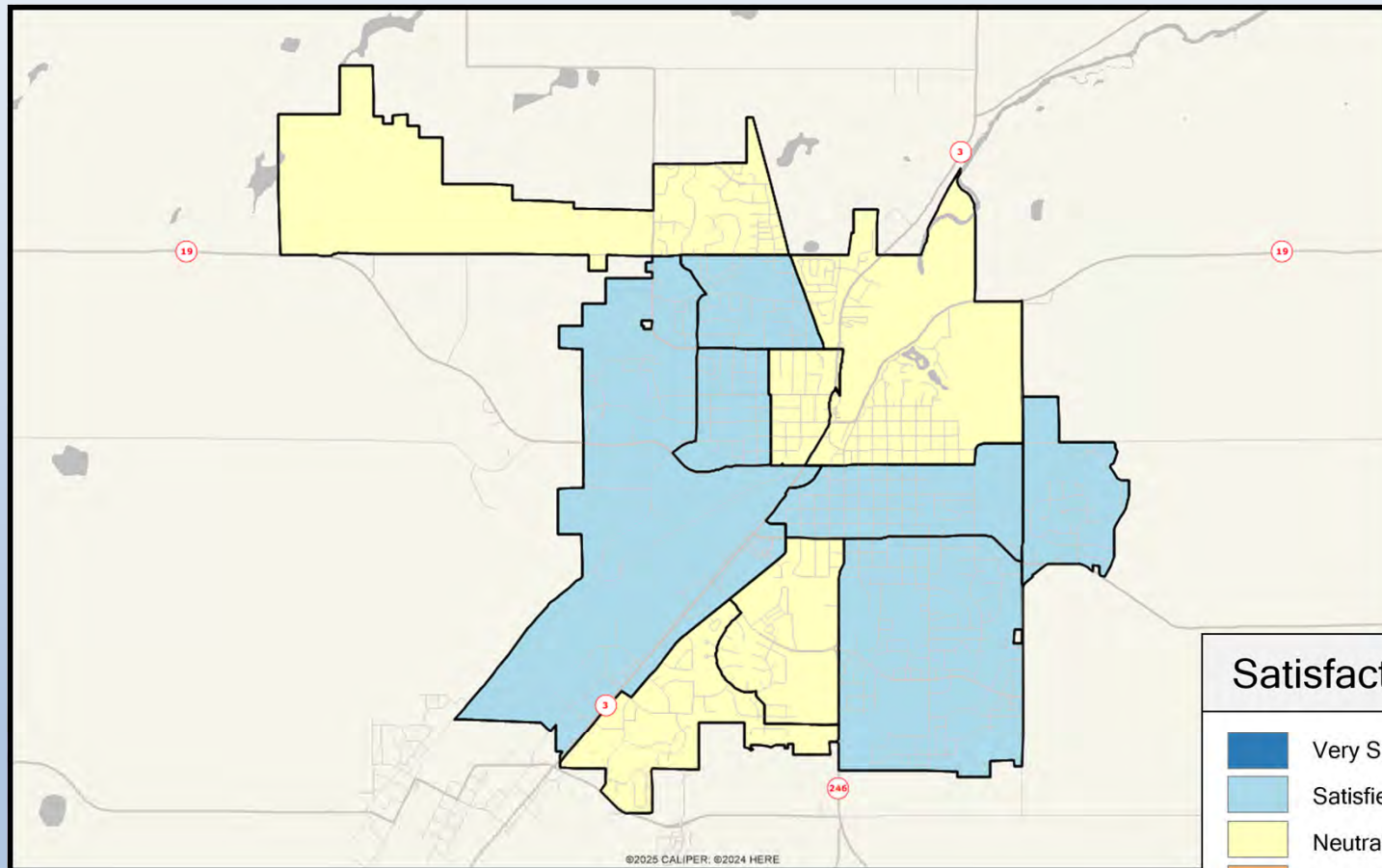


Satisfaction

- Very Satisfied
- Satisfied
- Neutral
- Dissatisfied
- Very Dissatisfied
- No Response

ETC INSTITUTE

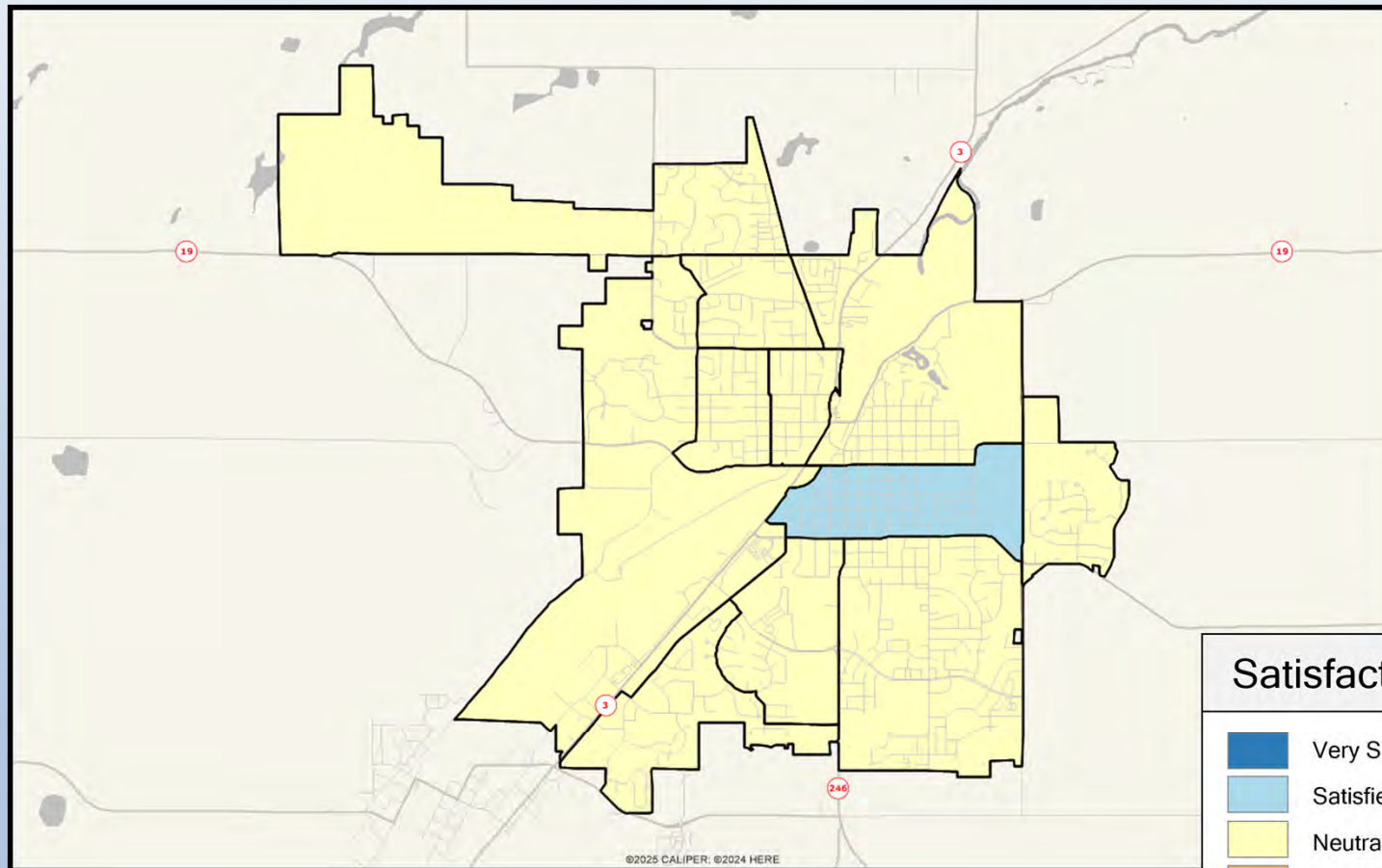
Q13-04. Enforcing parking



Satisfaction

- Very Satisfied
- Satisfied
- Neutral
- Dissatisfied
- Very Dissatisfied
- No Response

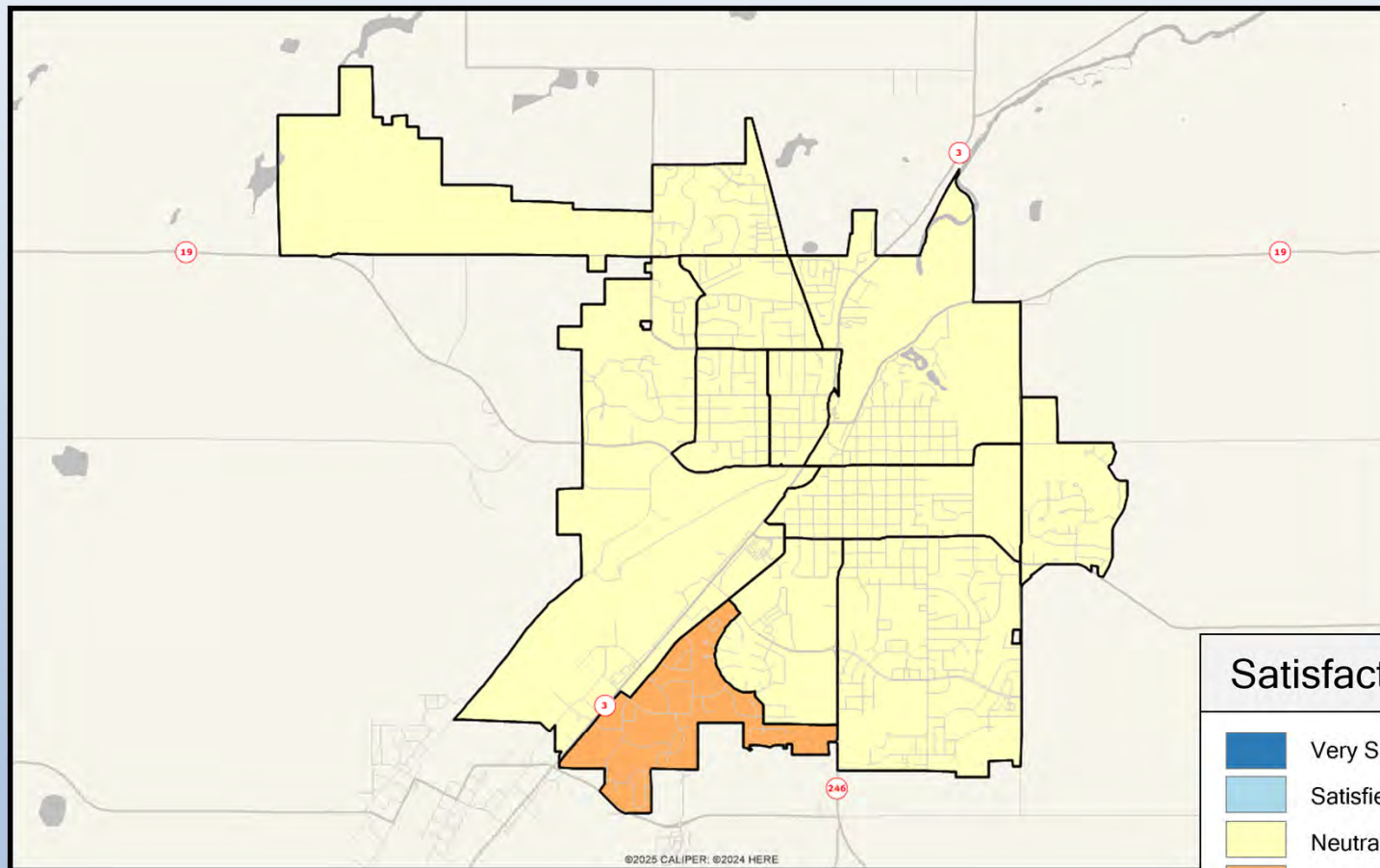
Q13-05. Responding to reports of dangerous or unpermitted building



Satisfaction

- Very Satisfied
- Satisfied
- Neutral
- Dissatisfied
- Very Dissatisfied
- No Response

Q13-06. Addressing concerns about material/garbage/recyclables/furniture/machinery

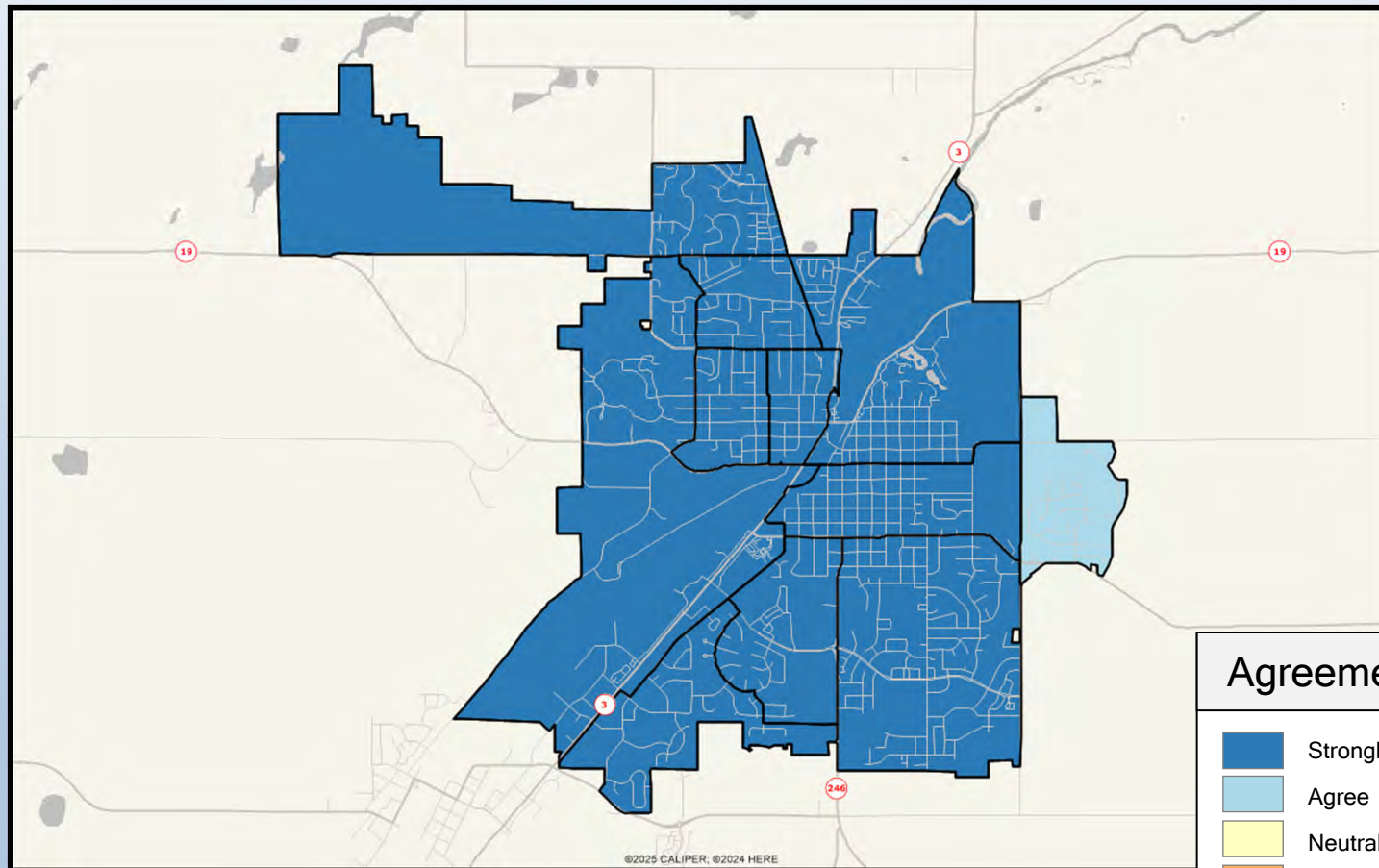


Satisfaction







- Very Satisfied
- Satisfied
- Neutral
- Dissatisfied
- Very Dissatisfied
- No Response

ETC INSTITUTE

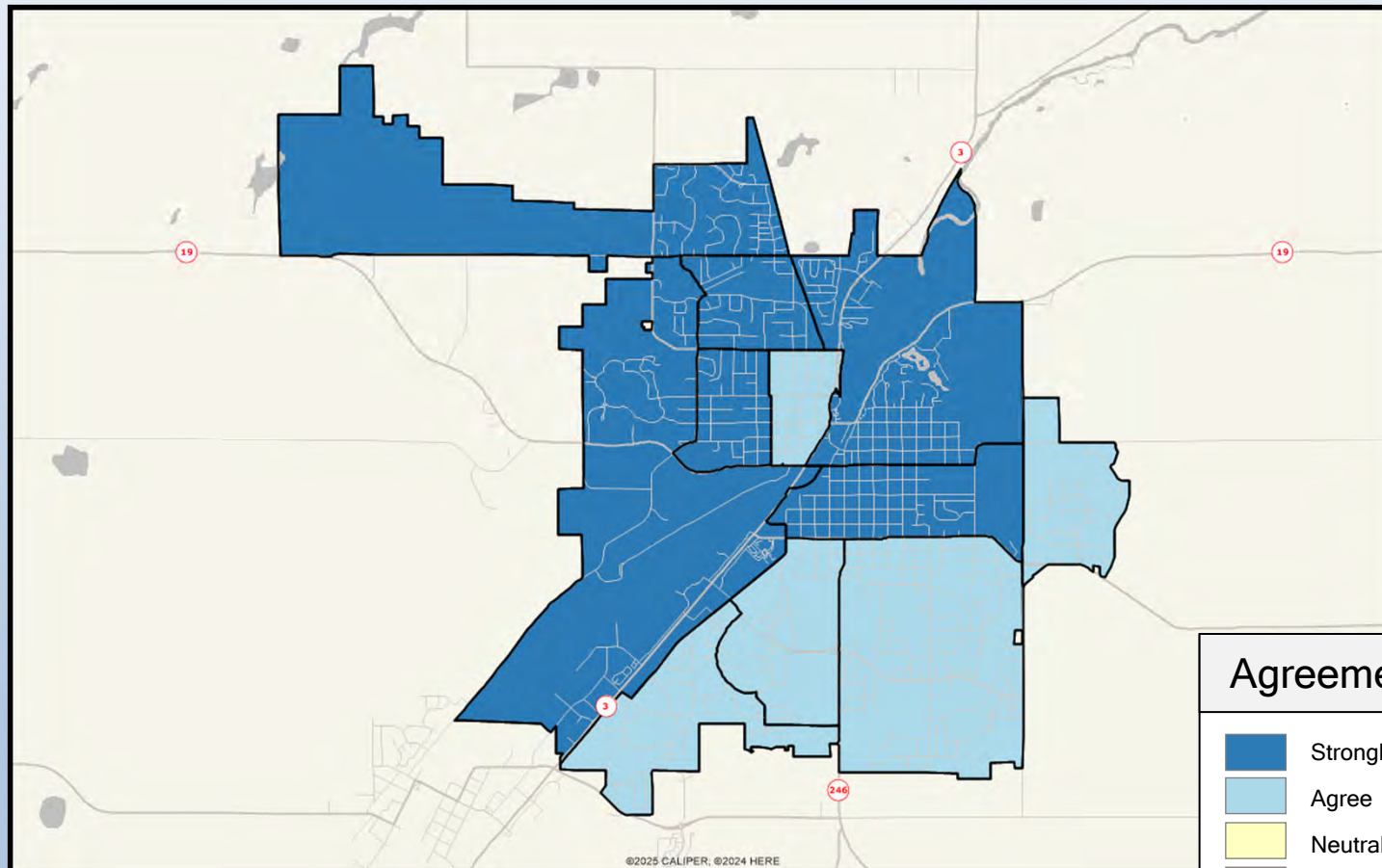
Q17-01. The library is a place of lifelong learning









Agreement

-  Strongly Agree
-  Agree
-  Neutral
-  Disagree
-  Strongly Disagree
-  No Response

Q17-02. The library serves as a community hub

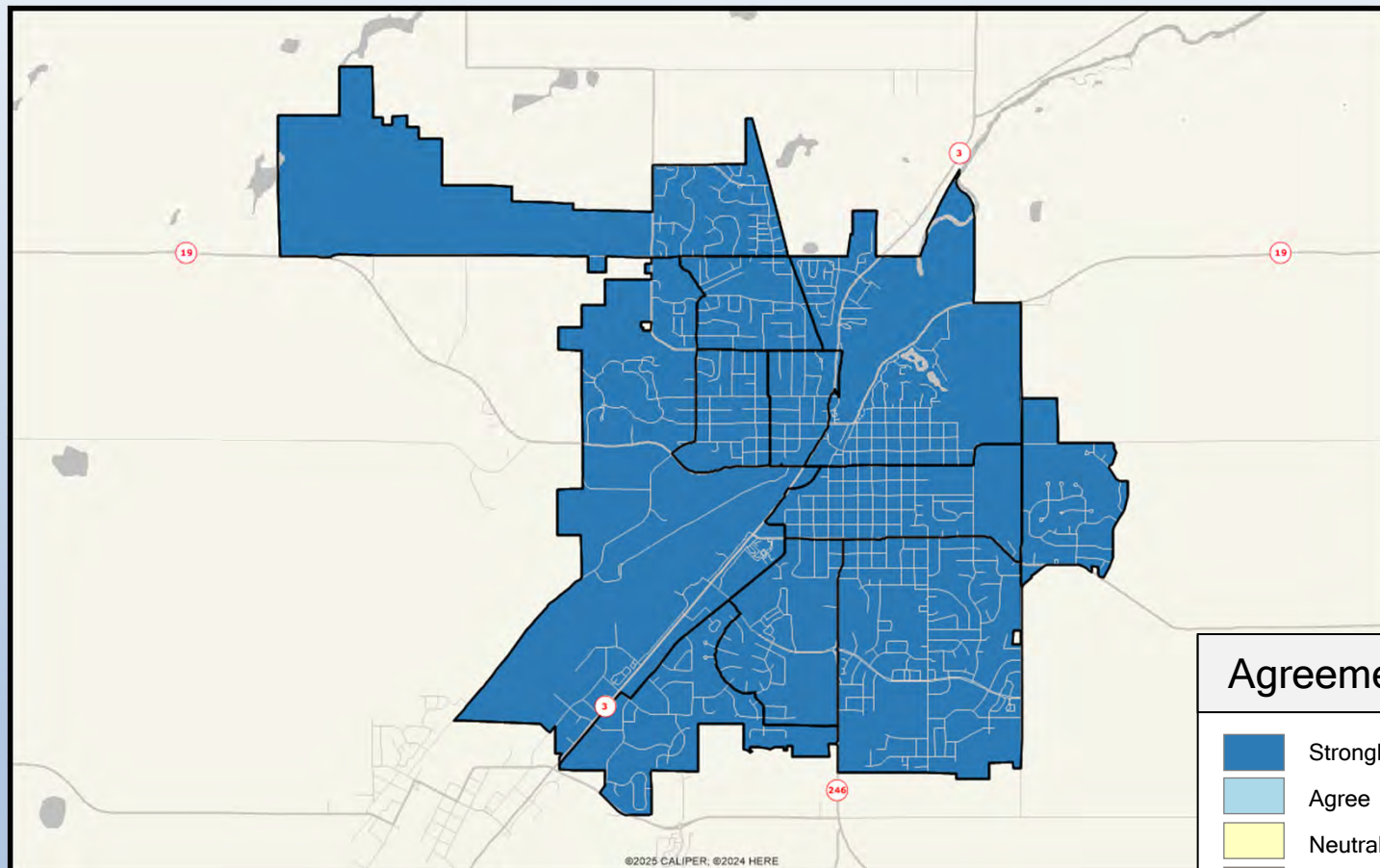


Agreement

-  Strongly Agree
-  Agree
-  Neutral
-  Disagree
-  Strongly Disagree
-  No Response



Q17-03. I think libraries are important to our community

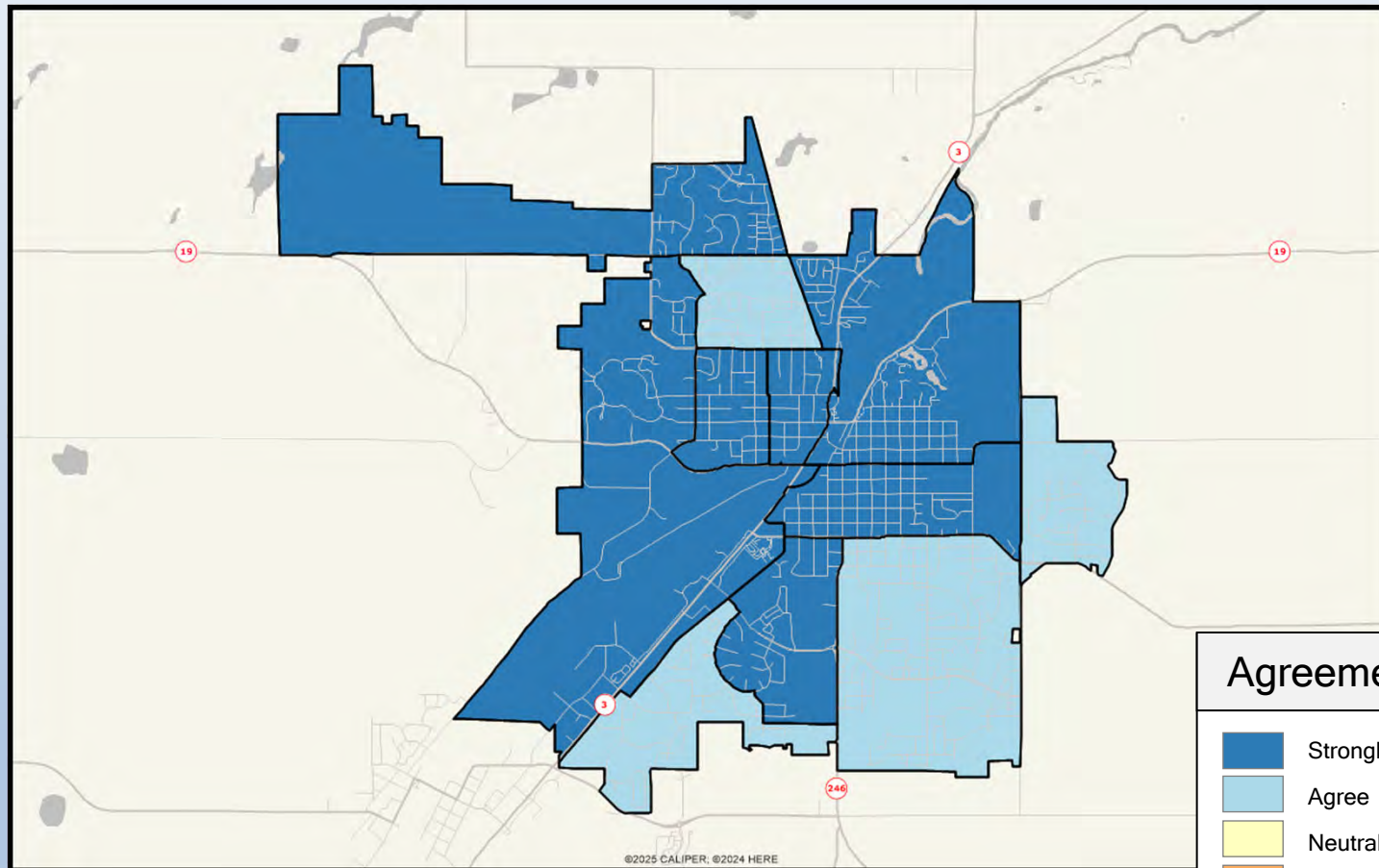


Agreement







- Strongly Agree
- Agree
- Neutral
- Disagree
- Strongly Disagree
- No Response



Q17-04. Libraries are important to me personally

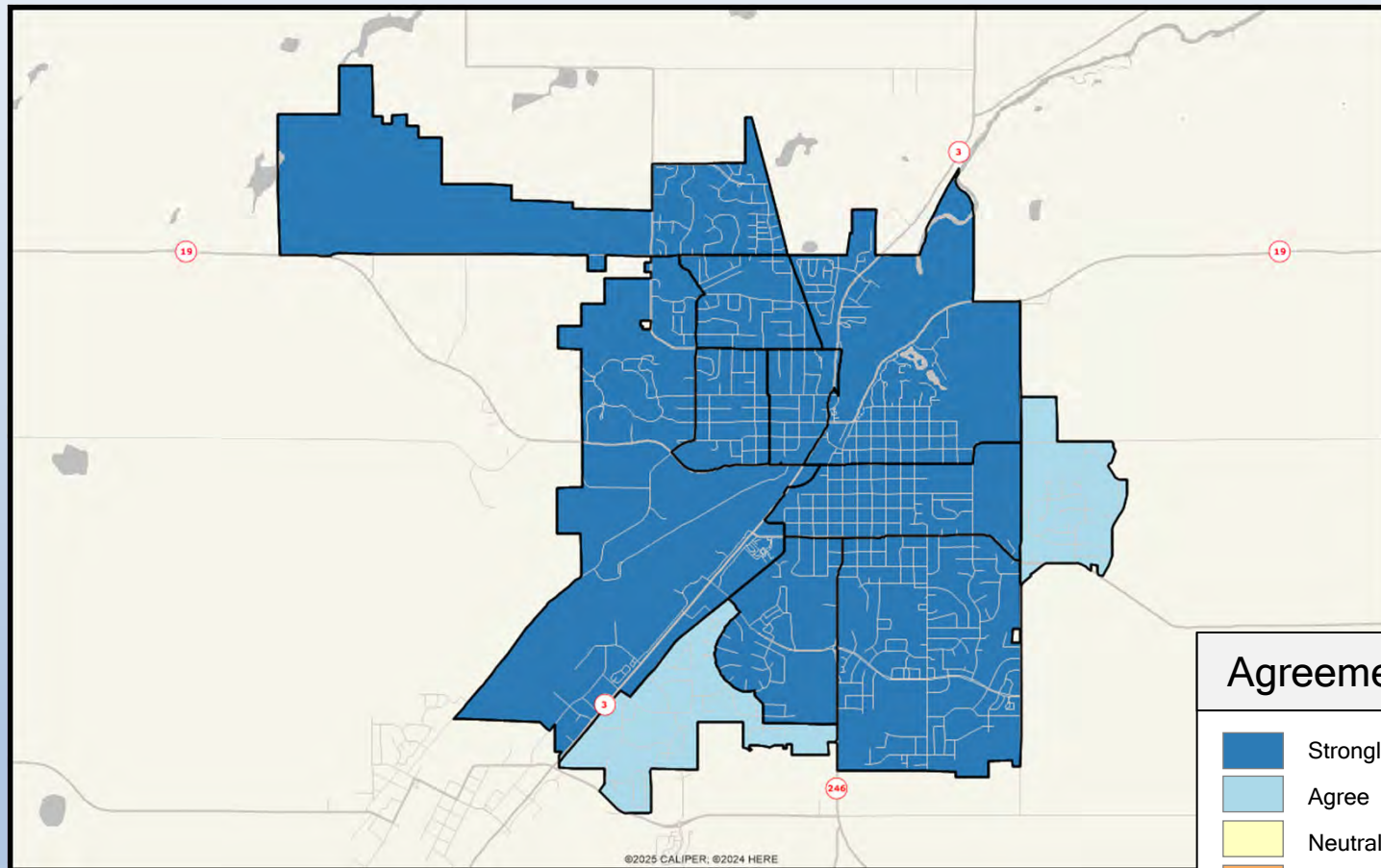


Agreement







-  Strongly Agree
-  Agree
-  Neutral
-  Disagree
-  Strongly Disagree
-  No Response



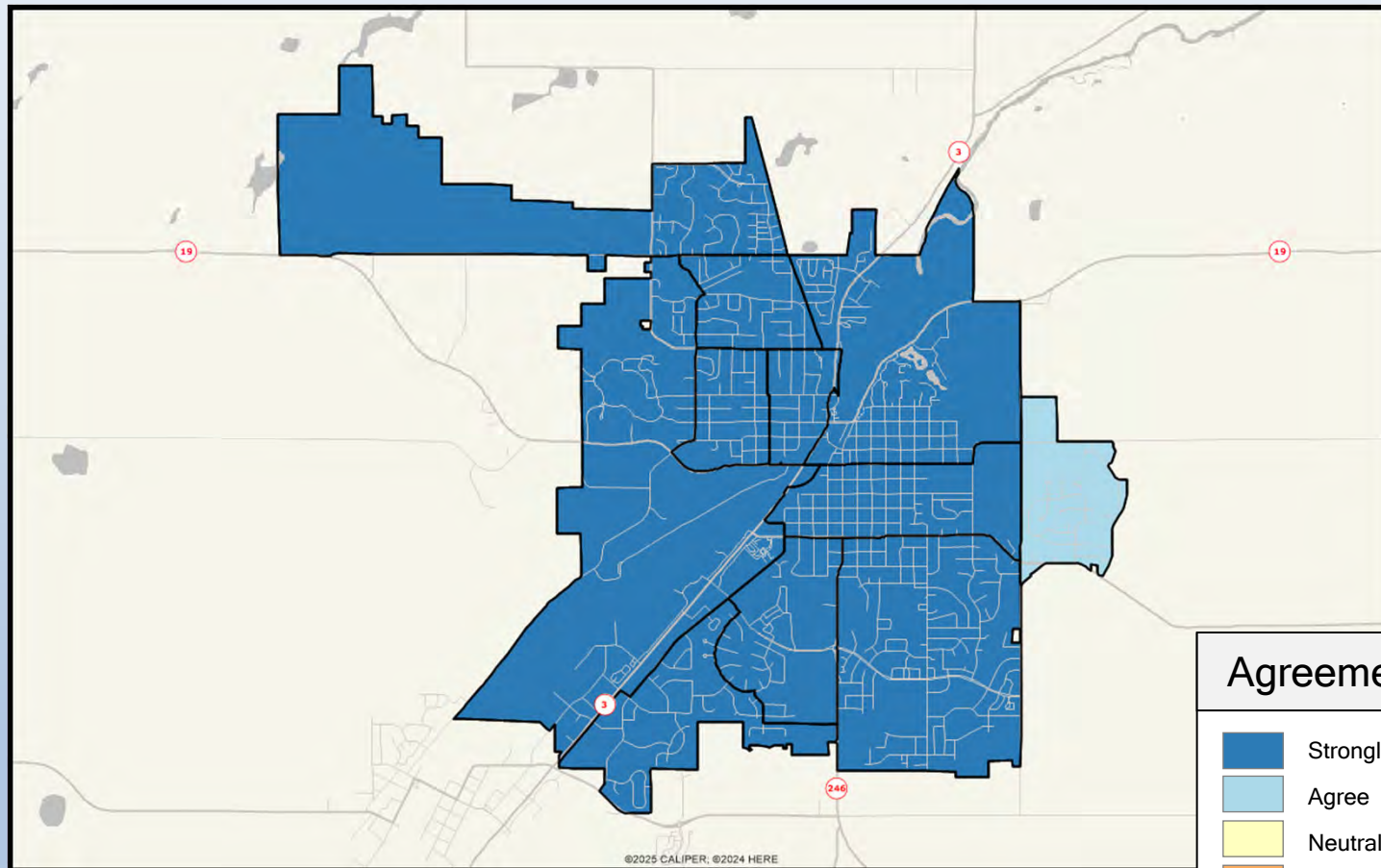
Q17-05. I feel welcome at the library









Agreement

-  Strongly Agree
-  Agree
-  Neutral
-  Disagree
-  Strongly Disagree
-  No Response

Q17-06. I think the library is still relevant

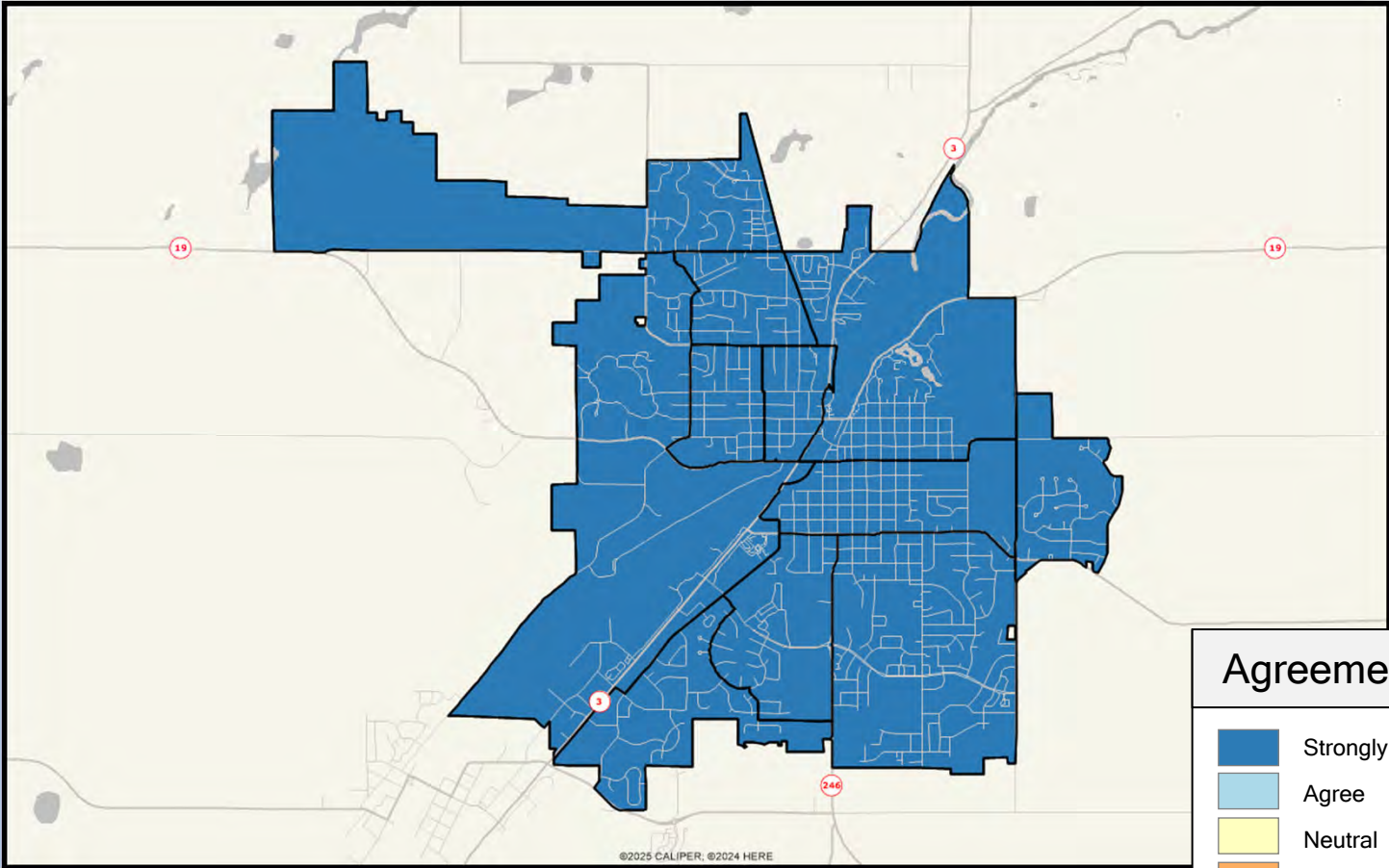


Agreement

-  Strongly Agree
-  Agree
-  Neutral
-  Disagree
-  Strongly Disagree
-  No Response



Q17-07. I feel safe at the library

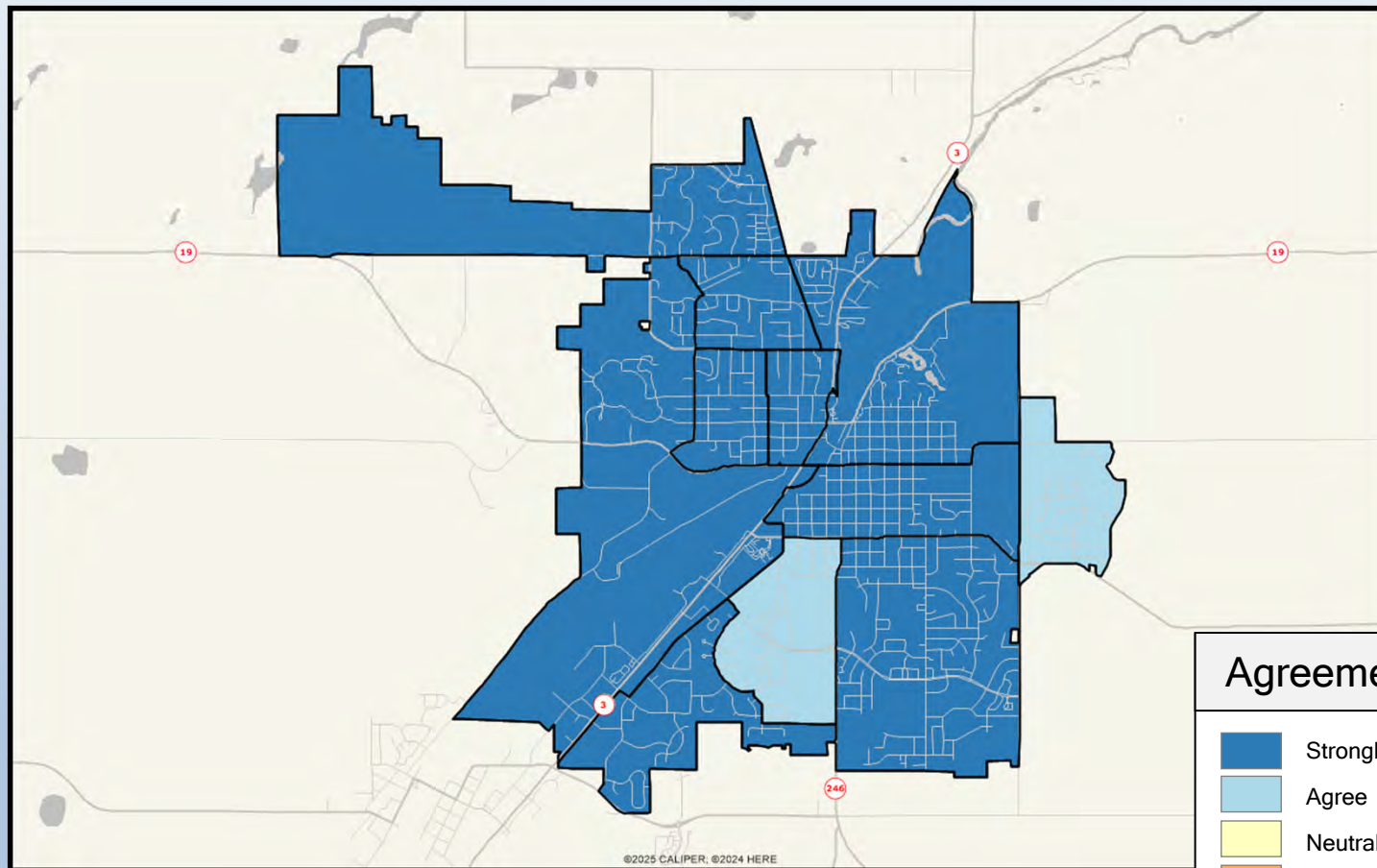


Agreement

- Strongly Agree
- Agree
- Neutral
- Disagree
- Strongly Disagree
- No Response

Q17-08. The library facility I use is meeting the needs of the community

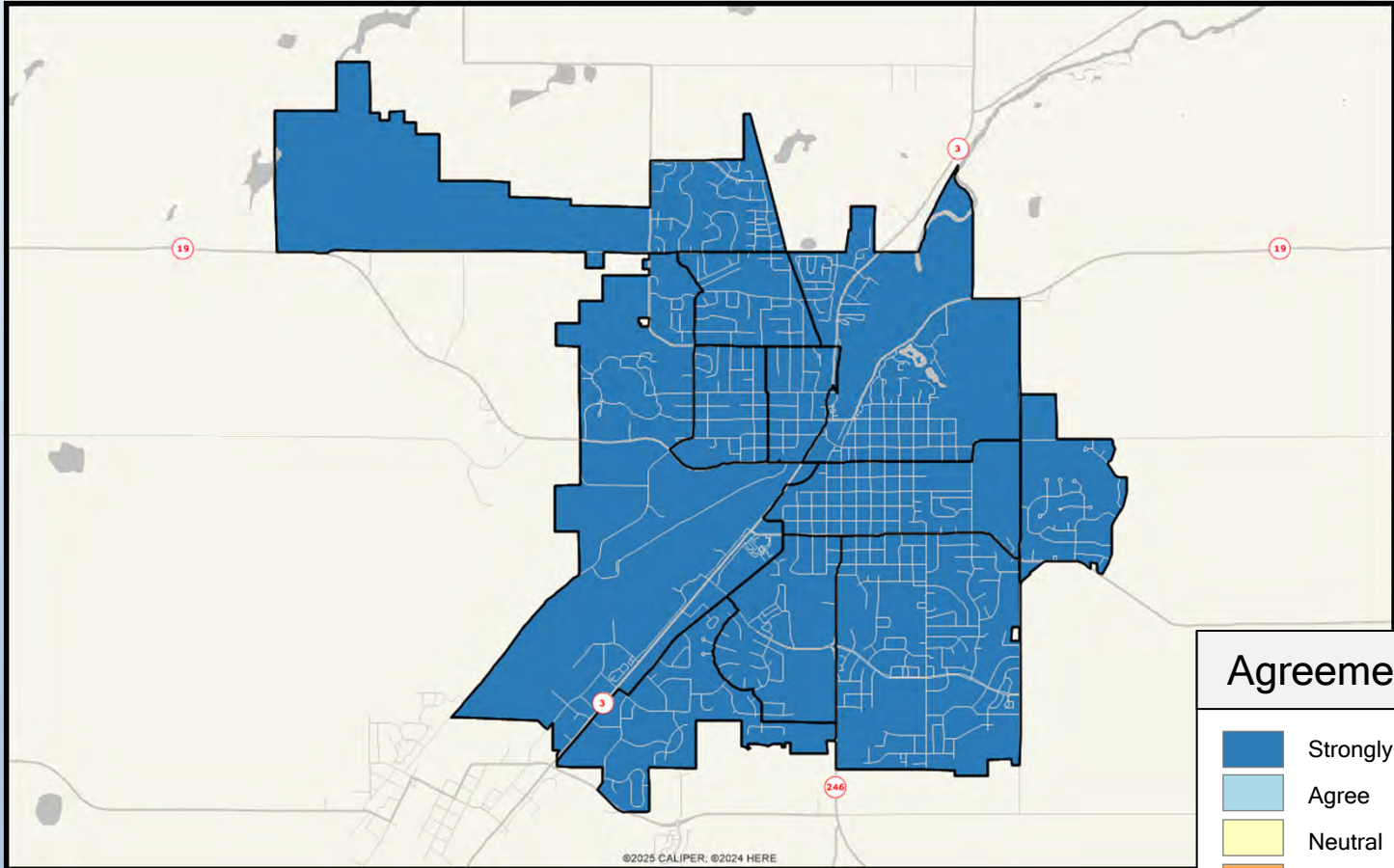


Agreement

- Strongly Agree
- Agree
- Neutral
- Disagree
- Strongly Disagree
- No Response

ETC INSTITUTE

Q17-09. My library is clean and well maintained

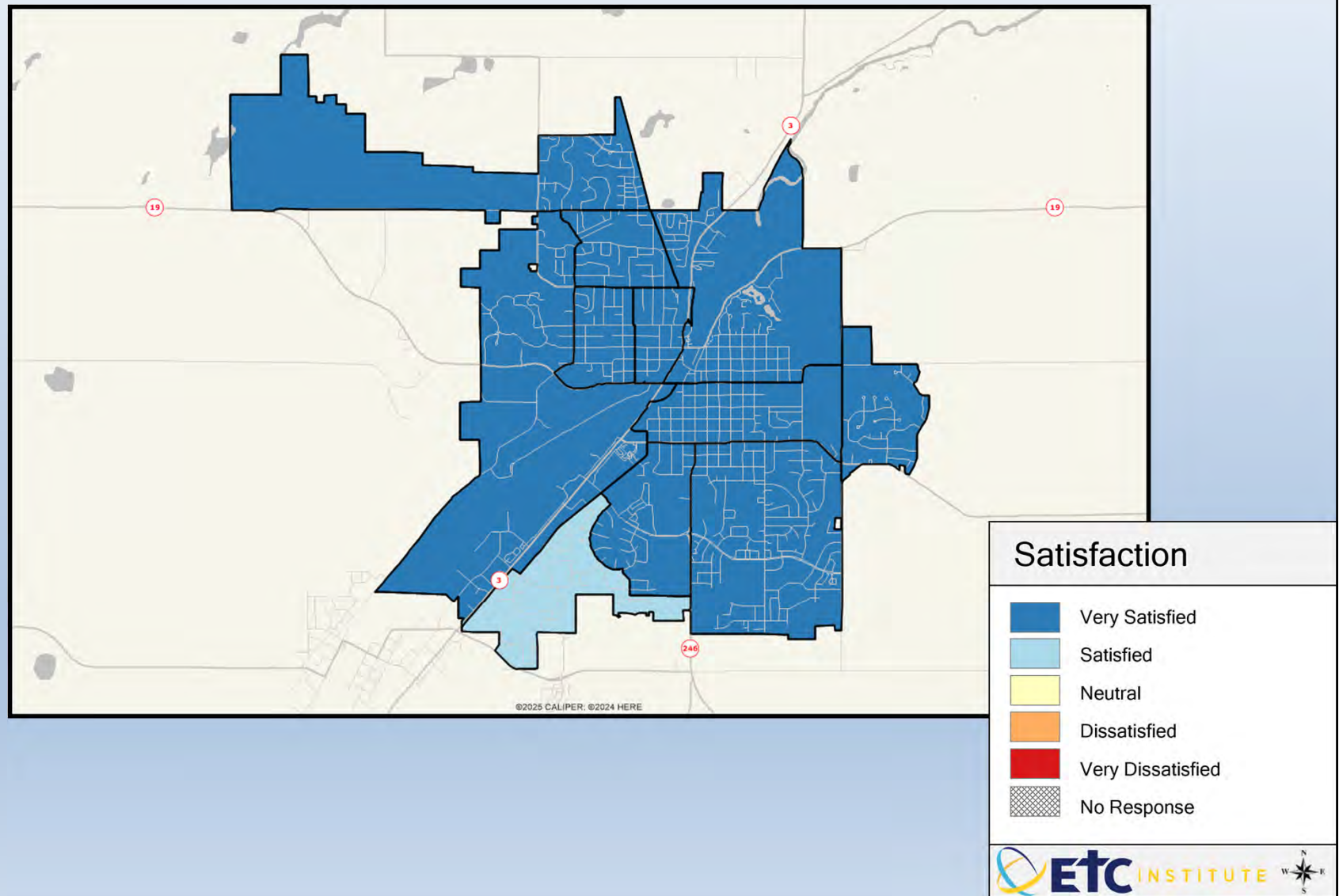


Agreement

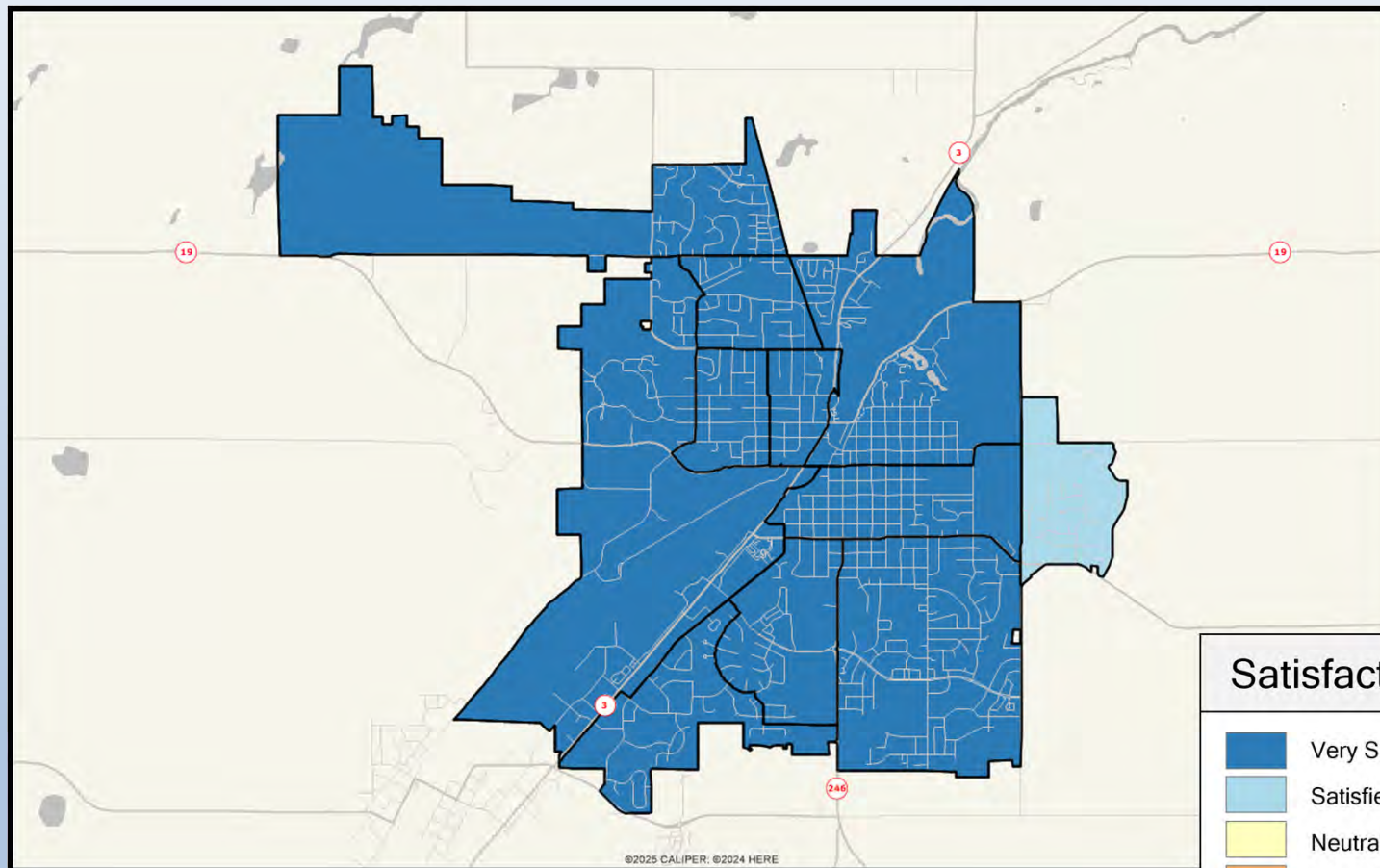
- Strongly Agree
- Agree
- Neutral
- Disagree
- Strongly Disagree
- No Response

ETC INSTITUTE

Q18-01. How close library services are to your home



Q18-02. Overall quality of public library services in the community where you live

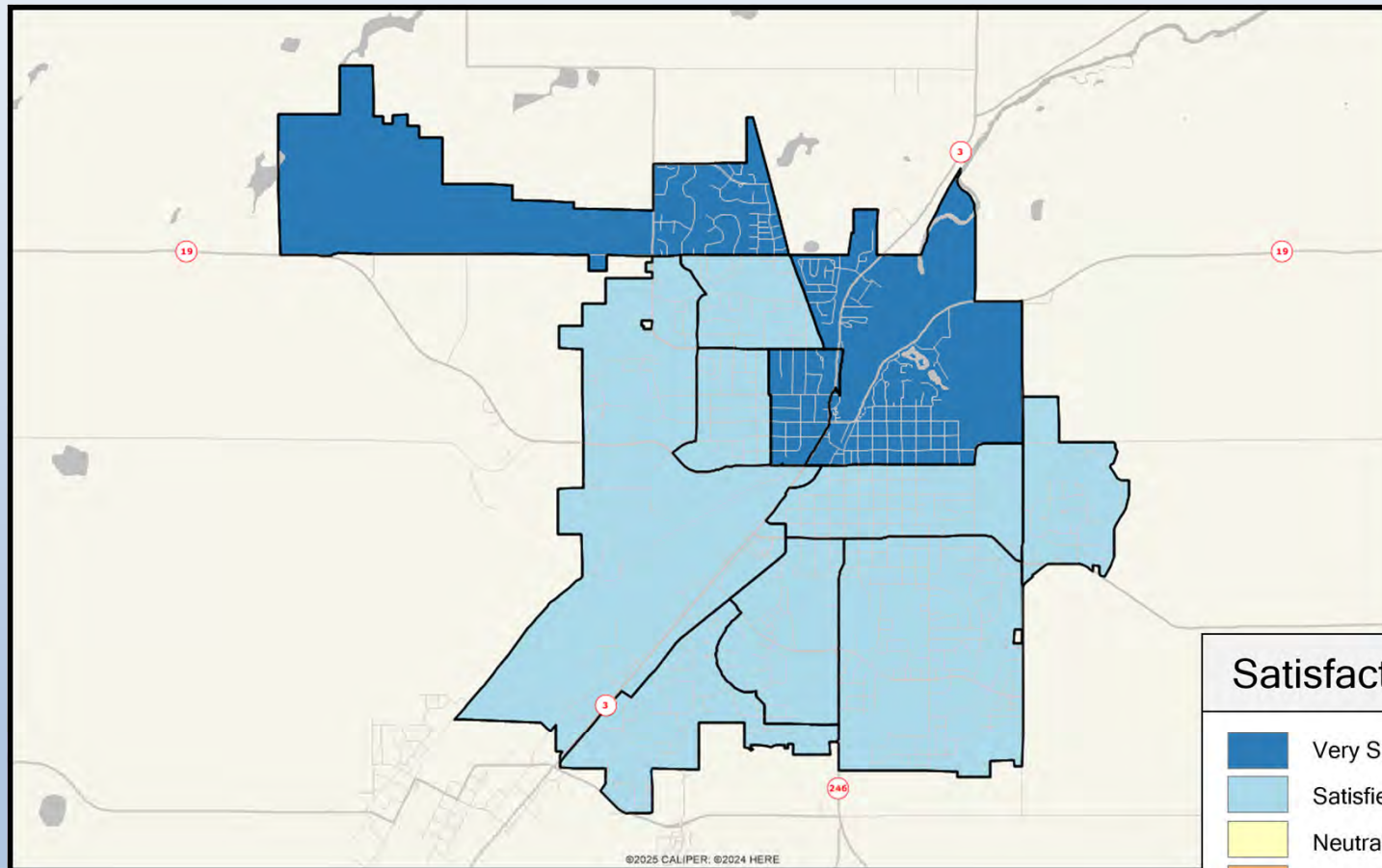


Satisfaction

- Very Satisfied
- Satisfied
- Neutral
- Dissatisfied
- Very Dissatisfied
- No Response

ETC INSTITUTE

Q18-03. How well you are informed about library services and programs

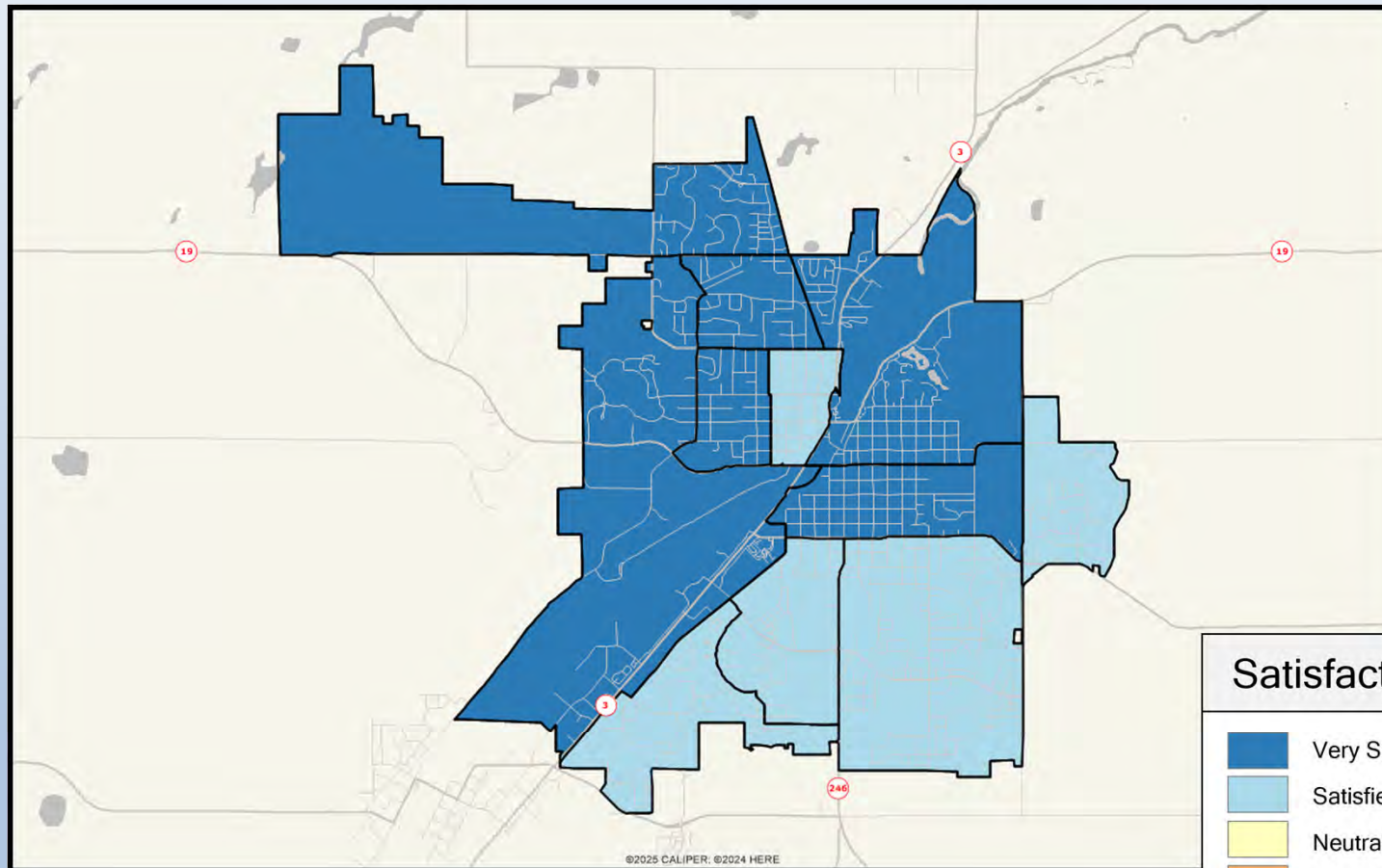


Satisfaction

- Very Satisfied
- Satisfied
- Neutral
- Dissatisfied
- Very Dissatisfied
- No Response

ETC INSTITUTE

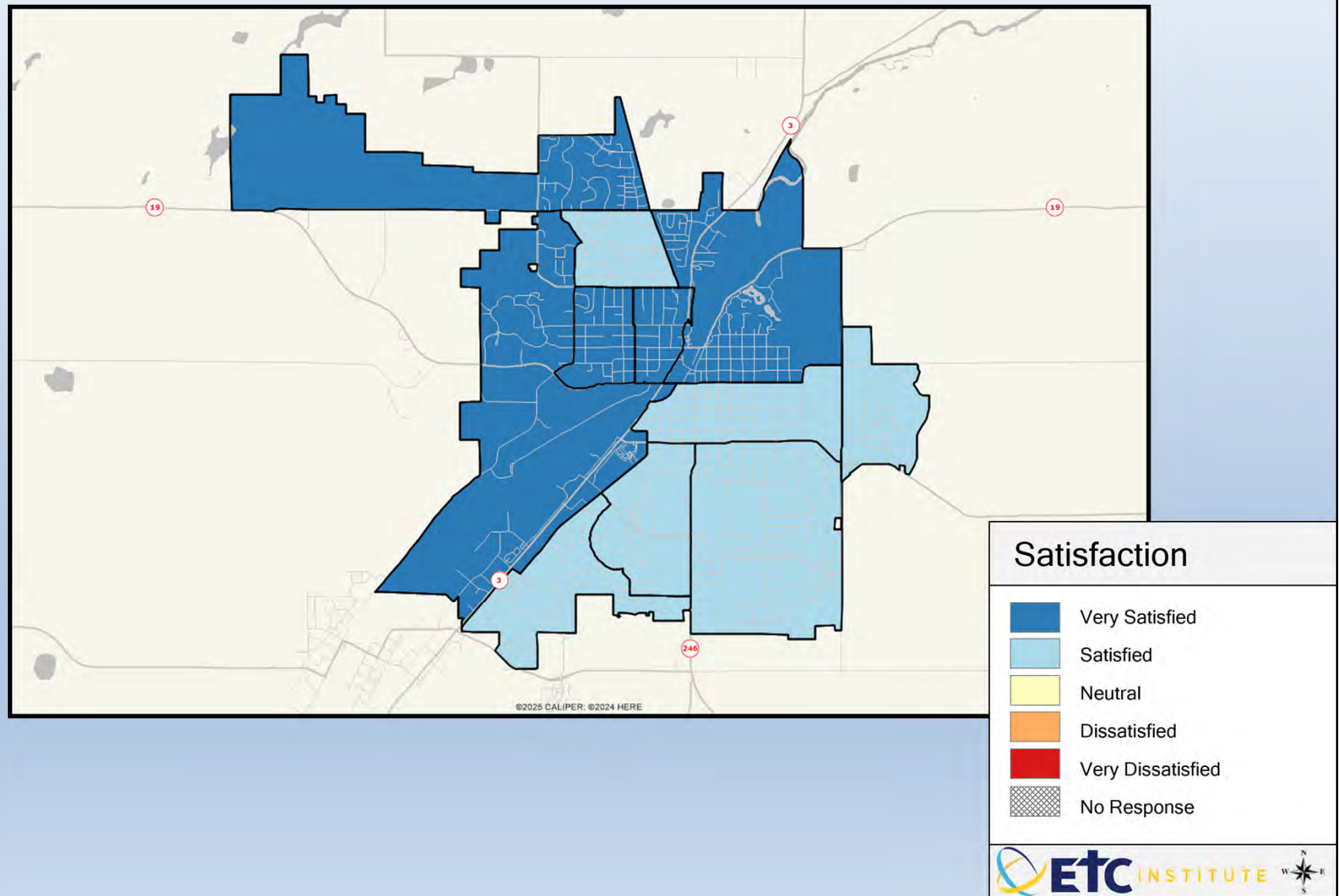
Q18-04. The value of library services you receive for your tax dollars



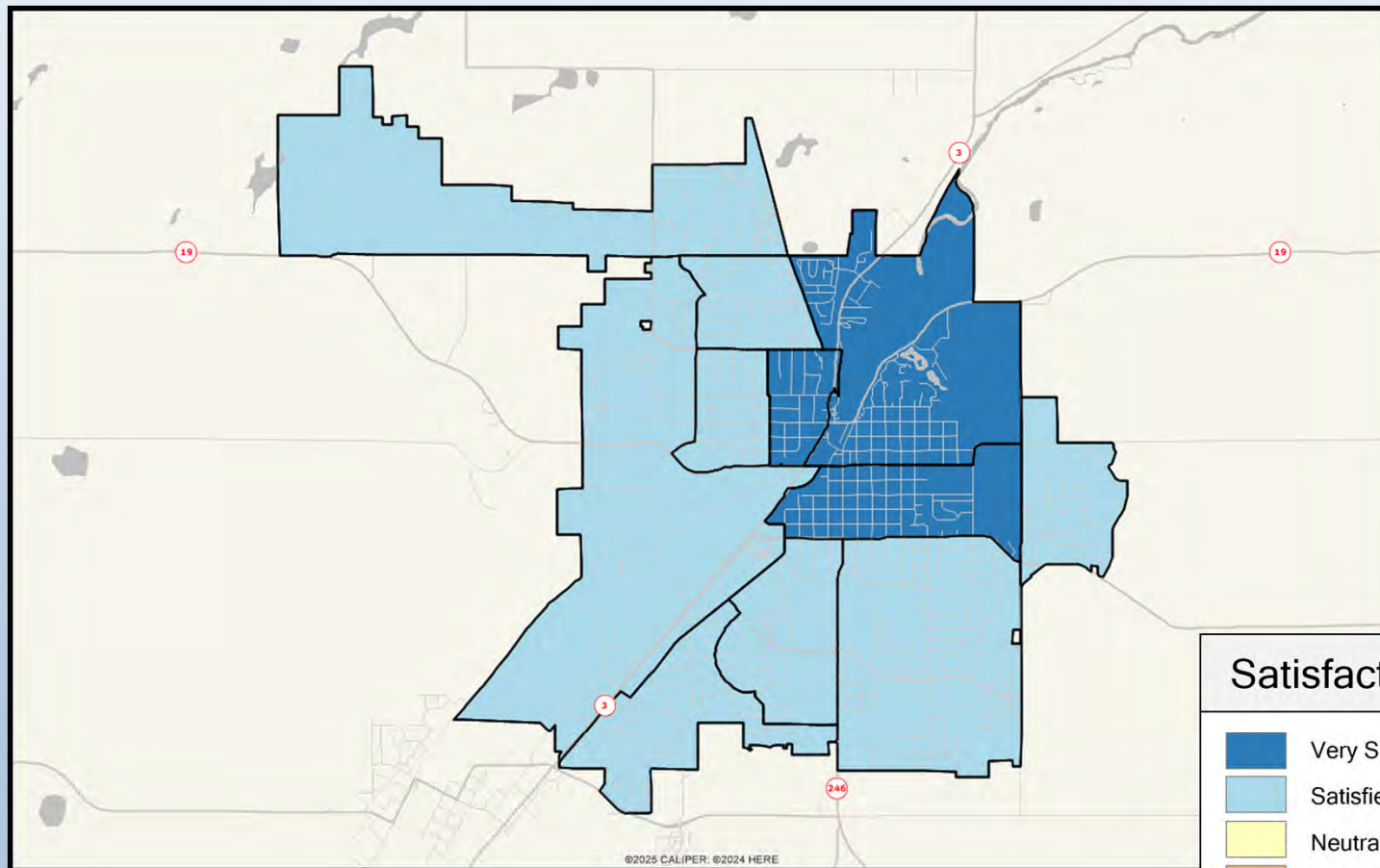
Satisfaction

- Very Satisfied
- Satisfied
- Neutral
- Dissatisfied
- Very Dissatisfied
- No Response

Q18-05. The library website and digital services



Q18-06. Library services to assist those with mobility, vision and hearing impairment

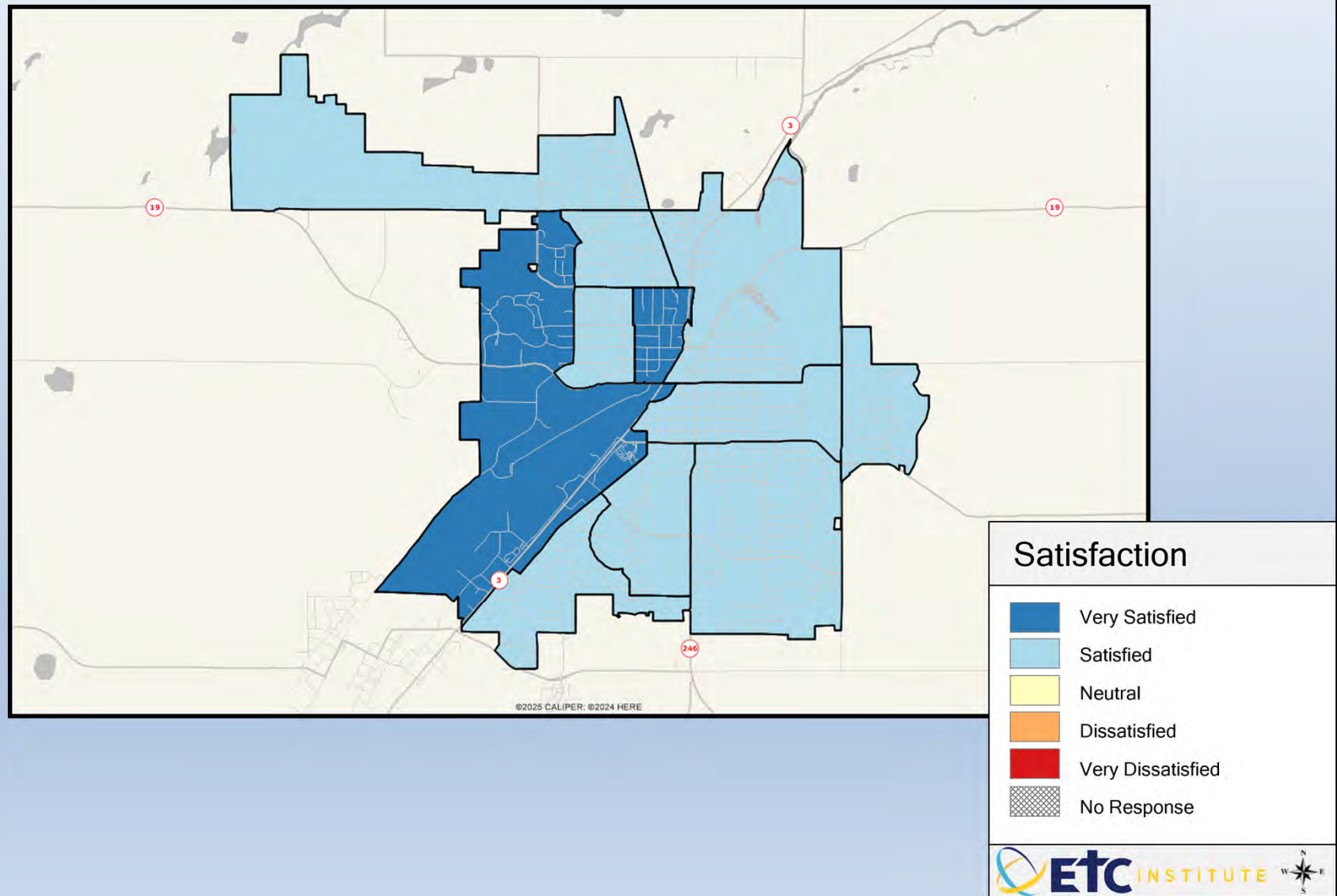


Satisfaction

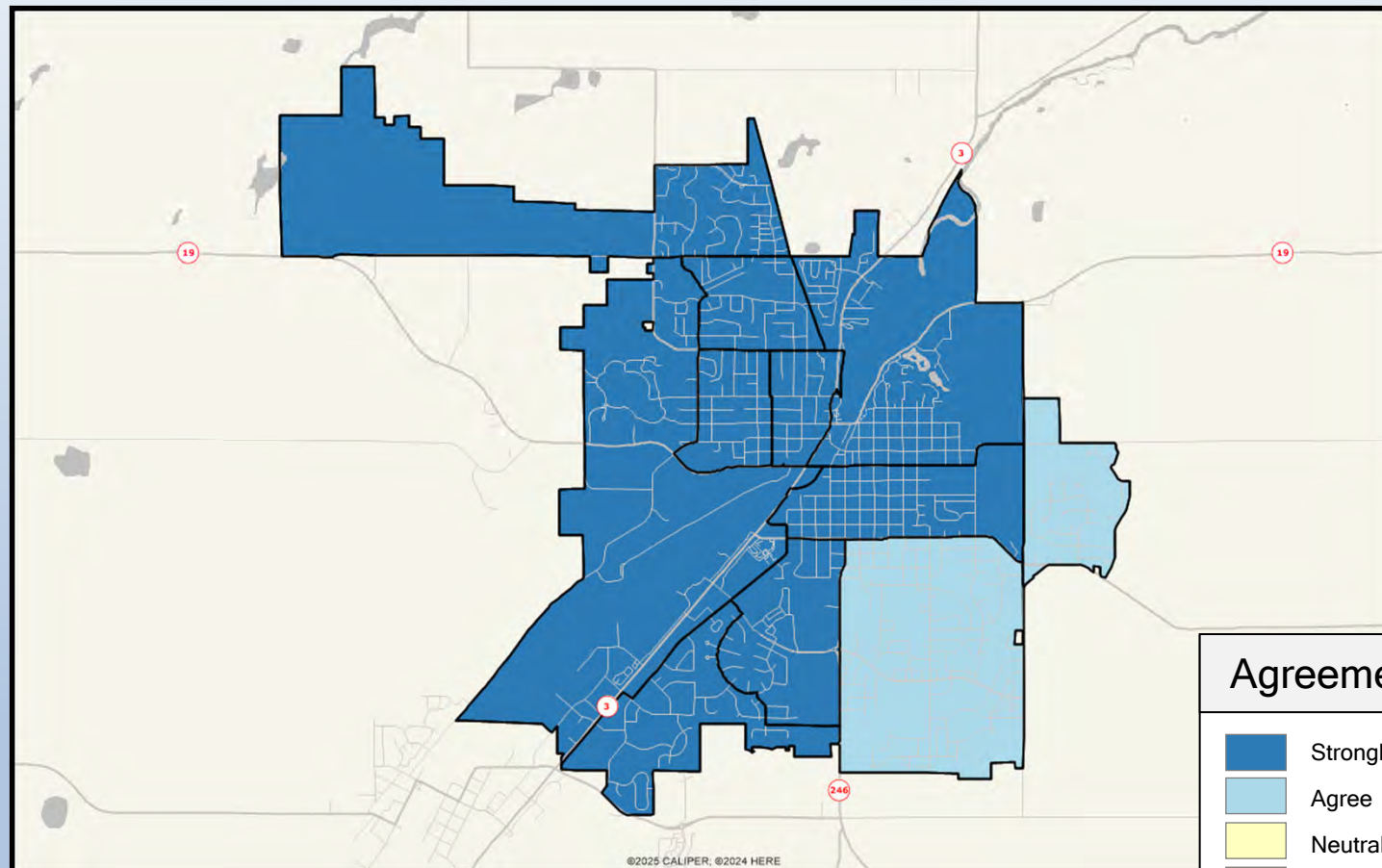
- Very Satisfied
- Satisfied
- Neutral
- Dissatisfied
- Very Dissatisfied
- No Response

ETC INSTITUTE

Q18-07. Quality of information shared on the library's social media (Facebook, Instagram)



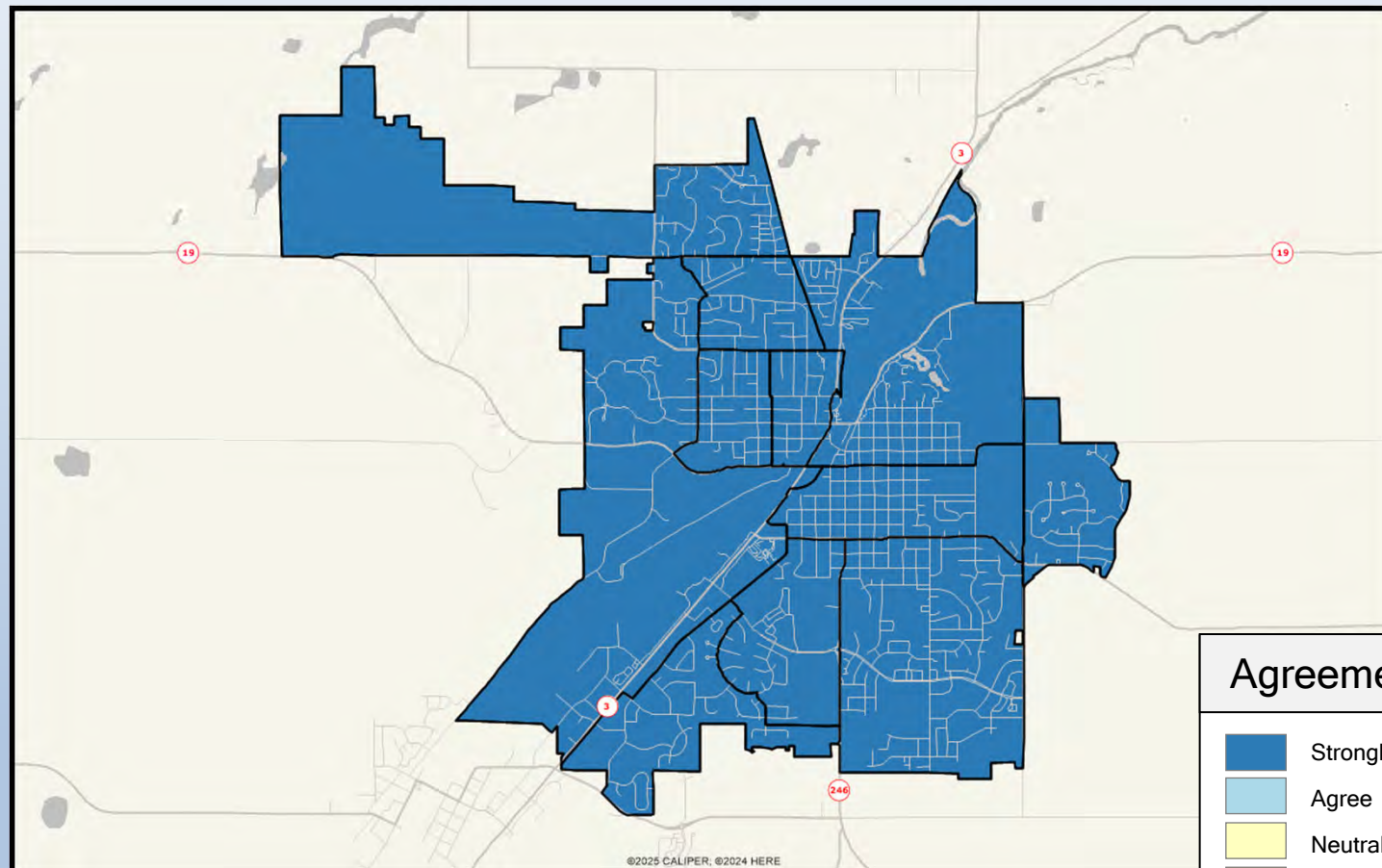
Q19-01. I want to live in a community where it is safe, convenient and comfortable to walk and to ride a bicycle.



Agreement

- Strongly Agree
- Agree
- Neutral
- Disagree
- Strongly Disagree
- No Response

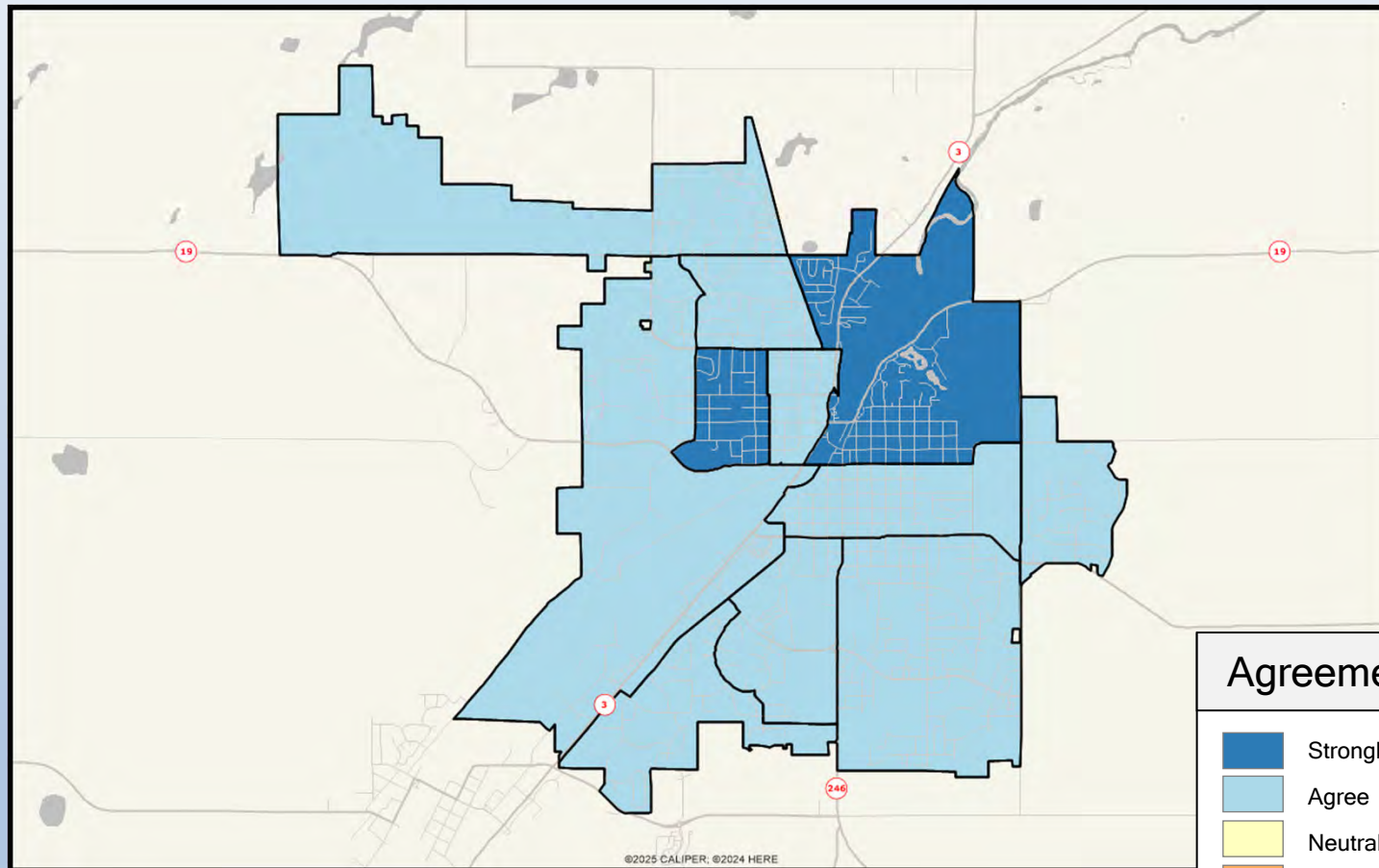
Q19-02. I want to live in a community where children can safely walk from their homes to schools and parks.



Agreement

- Strongly Agree
- Agree
- Neutral
- Disagree
- Strongly Disagree
- No Response

Q19-03. I want to be able to safely walk or ride a bicycle from my home to my place of work.

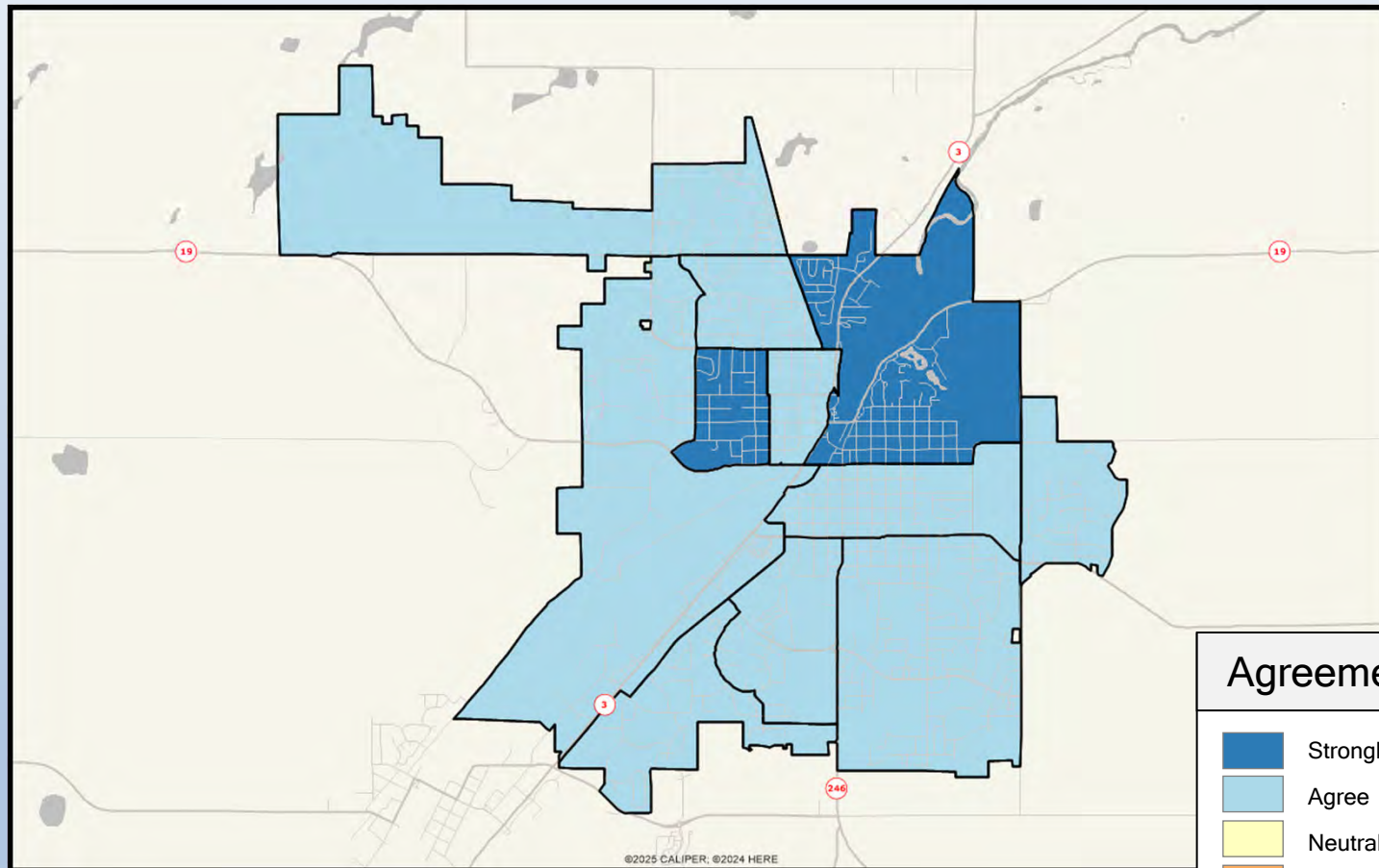


Agreement

- Strongly Agree
- Agree
- Neutral
- Disagree
- Strongly Disagree
- No Response



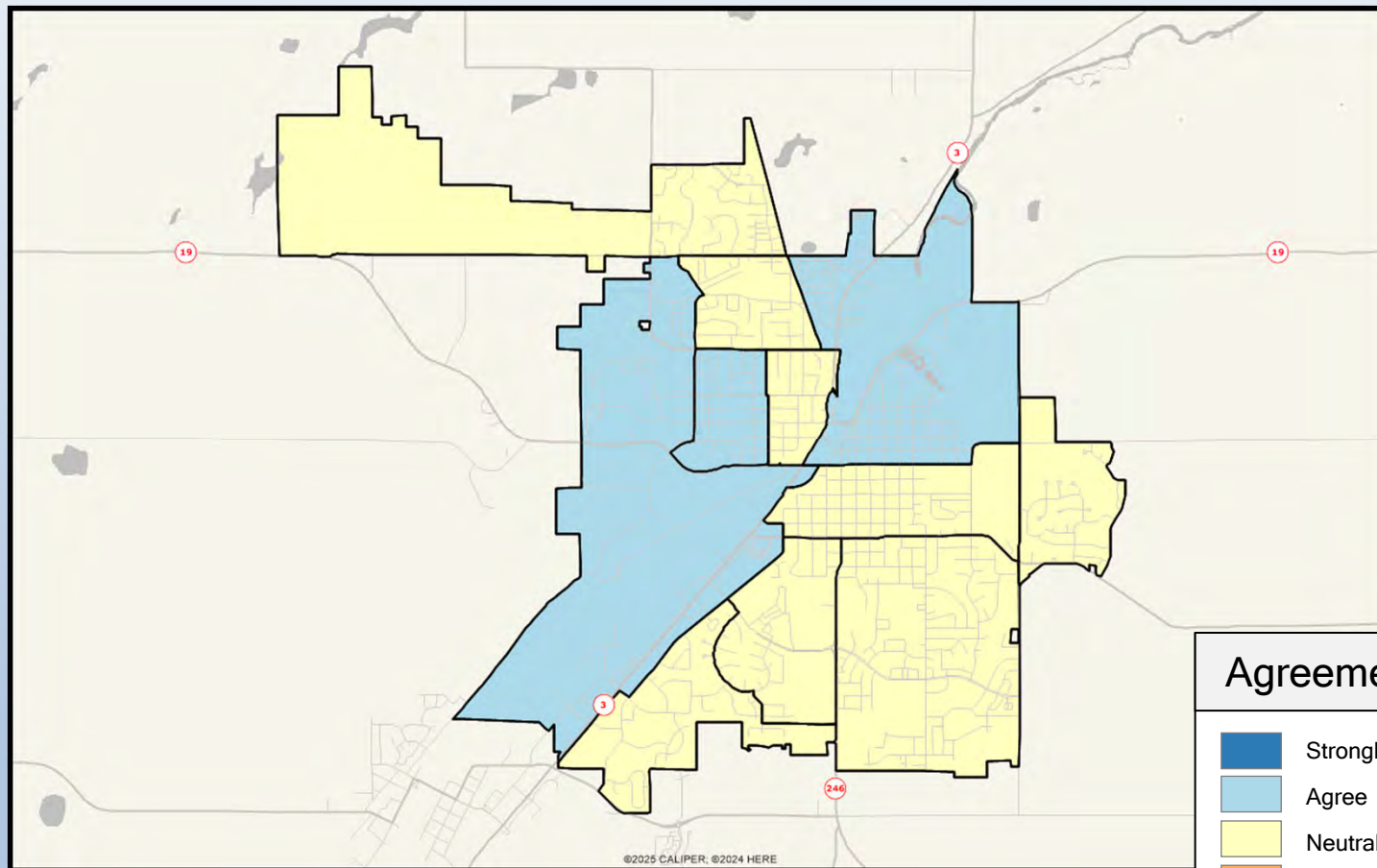
Q19-04. I want my community to make roads safer for pedestrians and bicyclists.



Agreement

- Strongly Agree
- Agree
- Neutral
- Disagree
- Strongly Disagree
- No Response

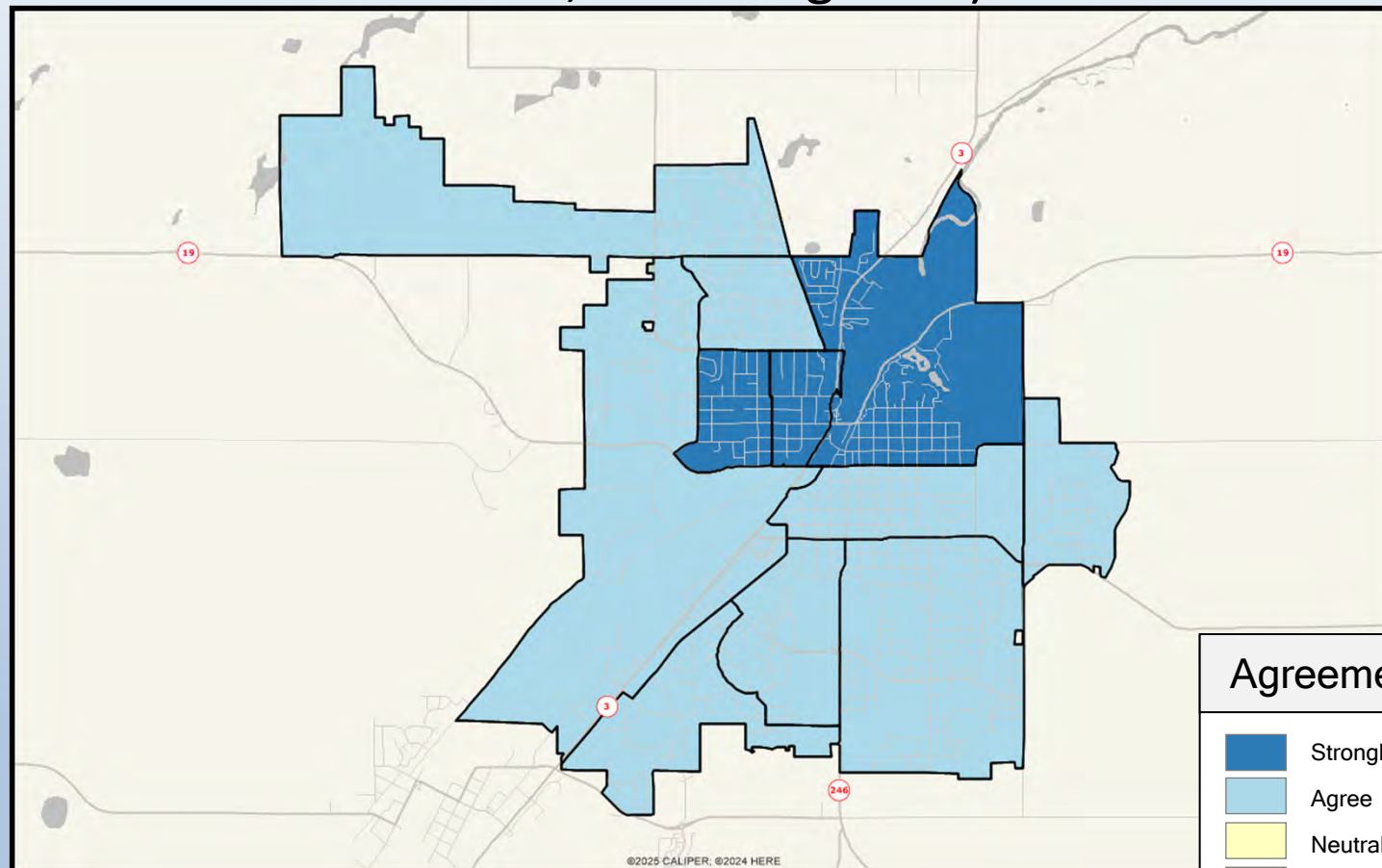
Q19-05. I want there to be interesting things to see and do along bicycle and pedestrian routes.



Agreement

- Strongly Agree
- Agree
- Neutral
- Disagree
- Strongly Disagree
- No Response

Q19-06. I want essential destinations in my community to be connected in a way that is safe for everyone regardless of their preferred method of travel (i.e., walking, riding a bicycle, riding transit, or driving a car).



Agreement

- Strongly Agree
- Agree
- Neutral
- Disagree
- Strongly Disagree
- No Response



2026 Northfield, MN Community Survey Non-Random Tabular Data

Presented to the City of
Northfield, Minnesota

March 2026



ETC
INSTITUTE **468**

Q1. OVERALL SATISFACTION. Major categories of services provided by the City of Northfield are listed below. Please rate each item listed below using a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied."

(N=76)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied	Don't know
Q1-1. Overall quality of police services	13.2%	38.2%	26.3%	7.9%	3.9%	10.5%
Q1-2. Overall quality of City parks	2.6%	50.0%	25.0%	17.1%	1.3%	3.9%
Q1-3. Overall maintenance of City streets	2.6%	7.9%	6.6%	31.6%	51.3%	0.0%
Q1-4. Overall quality of City water utilities & services	1.3%	19.7%	38.2%	15.8%	18.4%	6.6%
Q1-5. Overall quality of City sewer services	2.6%	27.6%	48.7%	9.2%	3.9%	7.9%
Q1-6. Overall effectiveness of City management of stormwater runoff	3.9%	25.0%	38.2%	19.7%	7.9%	5.3%
Q1-7. Overall enforcement of City codes & ordinances	2.6%	14.5%	30.3%	25.0%	17.1%	10.5%
Q1-8. Overall quality of customer services you receive from City employees	5.3%	22.4%	31.6%	25.0%	9.2%	6.6%
Q1-9. Overall effectiveness of City communication with the public	2.6%	5.3%	11.8%	34.2%	43.4%	2.6%
Q1-10. Overall effectiveness of City economic development efforts	1.3%	5.3%	6.6%	15.8%	65.8%	5.3%

WITHOUT "DON'T KNOW"

Q1. OVERALL SATISFACTION. Major categories of services provided by the City of Northfield are listed below. Please rate each item listed below using a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied." (without "don't know")

(N=76)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied
Q1-1. Overall quality of police services	14.7%	42.6%	29.4%	8.8%	4.4%
Q1-2. Overall quality of City parks	2.7%	52.1%	26.0%	17.8%	1.4%
Q1-3. Overall maintenance of City streets	2.6%	7.9%	6.6%	31.6%	51.3%
Q1-4. Overall quality of City water utilities & services	1.4%	21.1%	40.8%	16.9%	19.7%
Q1-5. Overall quality of City sewer services	2.9%	30.0%	52.9%	10.0%	4.3%
Q1-6. Overall effectiveness of City management of stormwater runoff	4.2%	26.4%	40.3%	20.8%	8.3%
Q1-7. Overall enforcement of City codes & ordinances	2.9%	16.2%	33.8%	27.9%	19.1%
Q1-8. Overall quality of customer services you receive from City employees	5.6%	23.9%	33.8%	26.8%	9.9%
Q1-9. Overall effectiveness of City communication with the public	2.7%	5.4%	12.2%	35.1%	44.6%
Q1-10. Overall effectiveness of City economic development efforts	1.4%	5.6%	6.9%	16.7%	69.4%

Q2. Which THREE of the items listed in Question 1 do you think should receive the MOST EMPHASIS from City leaders over the next TWO years?

<u>Q2. Top choice</u>	<u>Number</u>	<u>Percent</u>
Overall quality of police services	2	2.6 %
Overall quality of City parks	1	1.3 %
Overall maintenance of City streets	20	26.3 %
Overall quality of City water utilities & services	7	9.2 %
Overall quality of City sewer services	1	1.3 %
Overall effectiveness of City management of stormwater runoff	2	2.6 %
Overall enforcement of City codes & ordinances	4	5.3 %
Overall quality of customer services you receive from City employees	1	1.3 %
Overall effectiveness of City communication with the public	6	7.9 %
Overall effectiveness of City economic development efforts	28	36.8 %
None chosen	4	5.3 %
Total	76	100.0 %

Q2. Which THREE of the items listed in Question 1 do you think should receive the MOST EMPHASIS from City leaders over the next TWO years?

<u>Q2. 2nd choice</u>	<u>Number</u>	<u>Percent</u>
Overall quality of police services	1	1.3 %
Overall quality of City parks	3	3.9 %
Overall maintenance of City streets	16	21.1 %
Overall quality of City water utilities & services	5	6.6 %
Overall quality of City sewer services	1	1.3 %
Overall effectiveness of City management of stormwater runoff	1	1.3 %
Overall enforcement of City codes & ordinances	7	9.2 %
Overall quality of customer services you receive from City employees	1	1.3 %
Overall effectiveness of City communication with the public	21	27.6 %
Overall effectiveness of City economic development efforts	15	19.7 %
None chosen	5	6.6 %
Total	76	100.0 %

Q2. Which THREE of the items listed in Question 1 do you think should receive the MOST EMPHASIS from City leaders over the next TWO years?

<u>Q2. 3rd choice</u>	<u>Number</u>	<u>Percent</u>
Overall quality of police services	3	3.9 %
Overall quality of City parks	6	7.9 %
Overall maintenance of City streets	9	11.8 %
Overall quality of City water utilities & services	8	10.5 %
Overall quality of City sewer services	3	3.9 %
Overall effectiveness of City management of stormwater runoff	3	3.9 %
Overall enforcement of City codes & ordinances	7	9.2 %
Overall quality of customer services you receive from City employees	6	7.9 %
Overall effectiveness of City communication with the public	14	18.4 %
Overall effectiveness of City economic development efforts	12	15.8 %
None chosen	5	6.6 %
Total	76	100.0 %

SUM OF TOP 3 CHOICES

Q2. Which THREE of the items listed in Question 1 do you think should receive the MOST EMPHASIS from City leaders over the next TWO years? (top 3)

<u>Q2. Sum of top 3 choices</u>	<u>Number</u>	<u>Percent</u>
Overall quality of police services	6	7.9 %
Overall quality of City parks	10	13.2 %
Overall maintenance of City streets	45	59.2 %
Overall quality of City water utilities & services	20	26.3 %
Overall quality of City sewer services	5	6.6 %
Overall effectiveness of City management of stormwater runoff	6	7.9 %
Overall enforcement of City codes & ordinances	18	23.7 %
Overall quality of customer services you receive from City employees	8	10.5 %
Overall effectiveness of City communication with the public	41	53.9 %
Overall effectiveness of City economic development efforts	55	72.4 %
None chosen	4	5.3 %
Total	218	

Q3. Several factors may influence your perception of the City of Northfield and the services it provides to the public. Please rate each item listed below using a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied."

(N=76)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied	Don't know
Q3-1. Overall quality of services provided by City of Northfield	3.9%	13.2%	34.2%	26.3%	15.8%	6.6%
Q3-2. Overall value that you receive for your City tax dollars & fees	2.6%	3.9%	2.6%	23.7%	64.5%	2.6%
Q3-3. Overall image of City	3.9%	17.1%	19.7%	30.3%	28.9%	0.0%
Q3-4. How well City is managing growth & development	0.0%	5.3%	2.6%	36.8%	52.6%	2.6%
Q3-5. Overall quality of life in Northfield	3.9%	15.8%	34.2%	26.3%	18.4%	1.3%
Q3-6. Overall feeling of safety in City	21.1%	32.9%	27.6%	13.2%	2.6%	2.6%
Q3-7. Availability of job opportunities	0.0%	9.2%	35.5%	25.0%	17.1%	13.2%
Q3-8. Availability of affordable housing	5.3%	7.9%	17.1%	18.4%	44.7%	6.6%
Q3-9. Overall quality of new development, both public & private	1.3%	7.9%	18.4%	26.3%	35.5%	10.5%
Q3-10. Appearance of residential property in Northfield	6.6%	26.3%	34.2%	19.7%	11.8%	1.3%
Q3-11. Appearance of commercial property in Northfield	5.3%	30.3%	38.2%	13.2%	9.2%	3.9%

WITHOUT "DON'T KNOW"

Q3. Several factors may influence your perception of the City of Northfield and the services it provides to the public. Please rate each item listed below using a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied." (without "don't know")

(N=76)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied
Q3-1. Overall quality of services provided by City of Northfield	4.2%	14.1%	36.6%	28.2%	16.9%
Q3-2. Overall value that you receive for your City tax dollars & fees	2.7%	4.1%	2.7%	24.3%	66.2%
Q3-3. Overall image of City	3.9%	17.1%	19.7%	30.3%	28.9%
Q3-4. How well City is managing growth & development	0.0%	5.4%	2.7%	37.8%	54.1%
Q3-5. Overall quality of life in Northfield	4.0%	16.0%	34.7%	26.7%	18.7%
Q3-6. Overall feeling of safety in City	21.6%	33.8%	28.4%	13.5%	2.7%
Q3-7. Availability of job opportunities	0.0%	10.6%	40.9%	28.8%	19.7%
Q3-8. Availability of affordable housing	5.6%	8.5%	18.3%	19.7%	47.9%
Q3-9. Overall quality of new development, both public & private	1.5%	8.8%	20.6%	29.4%	39.7%
Q3-10. Appearance of residential property in Northfield	6.7%	26.7%	34.7%	20.0%	12.0%
Q3-11. Appearance of commercial property in Northfield	5.5%	31.5%	39.7%	13.7%	9.6%

Q4. PUBLIC SAFETY. Please rate your satisfaction with each of the following public safety items listed below using a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied."

(N=76)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied	Don't know
Q4-1. Visibility of police in the community	17.1%	38.2%	34.2%	9.2%	0.0%	1.3%
Q4-2. City's overall effort to prevent crime	7.9%	39.5%	32.9%	6.6%	5.3%	7.9%
Q4-3. Enforcement of local traffic laws	6.6%	35.5%	25.0%	23.7%	6.6%	2.6%
Q4-4. Your level of trust in police department	17.1%	32.9%	34.2%	11.8%	2.6%	1.3%
Q4-5. How quickly police respond to emergencies	14.5%	30.3%	32.9%	3.9%	2.6%	15.8%
Q4-6. Your overall sense of safety in the community	19.7%	38.2%	34.2%	5.3%	0.0%	2.6%

WITHOUT "DON'T KNOW"

Q4. PUBLIC SAFETY. Please rate your satisfaction with each of the following public safety items listed below using a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied." (without "don't know")

(N=76)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied
Q4-1. Visibility of police in the community	17.3%	38.7%	34.7%	9.3%	0.0%
Q4-2. City's overall effort to prevent crime	8.6%	42.9%	35.7%	7.1%	5.7%
Q4-3. Enforcement of local traffic laws	6.8%	36.5%	25.7%	24.3%	6.8%
Q4-4. Your level of trust in police department	17.3%	33.3%	34.7%	12.0%	2.7%
Q4-5. How quickly police respond to emergencies	17.2%	35.9%	39.1%	4.7%	3.1%
Q4-6. Your overall sense of safety in the community	20.3%	39.2%	35.1%	5.4%	0.0%

Q5. Which TWO of the Public Safety items listed in Question 4 do you think should receive the MOST EMPHASIS from City leaders over the next TWO years?

Q5. Top choice	Number	Percent
Visibility of police in the community	12	15.8 %
City's overall effort to prevent crime	20	26.3 %
Enforcement of local traffic laws	19	25.0 %
Your level of trust in police department	8	10.5 %
How quickly police respond to emergencies	3	3.9 %
Your overall sense of safety in the community	8	10.5 %
None chosen	6	7.9 %
Total	76	100.0 %

Q5. Which TWO of the Public Safety items listed in Question 4 do you think should receive the MOST EMPHASIS from City leaders over the next TWO years?

Q5. 2nd choice	Number	Percent
Visibility of police in the community	8	10.5 %
City's overall effort to prevent crime	22	28.9 %
Enforcement of local traffic laws	9	11.8 %
Your level of trust in police department	9	11.8 %
How quickly police respond to emergencies	7	9.2 %
Your overall sense of safety in the community	11	14.5 %
None chosen	10	13.2 %
Total	76	100.0 %

SUM OF TOP 2 CHOICES

Q5. Which TWO of the Public Safety items listed in Question 4 do you think should receive the MOST EMPHASIS from City leaders over the next TWO years? (top 2)

Q5. Sum of top 2 choices	Number	Percent
Visibility of police in the community	20	26.3 %
City's overall effort to prevent crime	42	55.3 %
Enforcement of local traffic laws	28	36.8 %
Your level of trust in police department	17	22.4 %
How quickly police respond to emergencies	10	13.2 %
Your overall sense of safety in the community	19	25.0 %
None chosen	6	7.9 %
Total	142	

Q6. PARKS. Please rate your satisfaction with each of the following parks items listed below using a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied."

(N=76)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied	Don't know
Q6-1. Quality of park facilities such as playgrounds, open space, picnic shelters	3.9%	38.2%	35.5%	10.5%	3.9%	7.9%
Q6-2. Quality of outdoor athletic facilities such as, baseball, softball, basketball, soccer & lacrosse	6.6%	43.4%	32.9%	3.9%	3.9%	9.2%
Q6-3. Appearance & maintenance of existing City parks, recreational facilities, & trails	6.6%	38.2%	31.6%	11.8%	6.6%	5.3%
Q6-4. Park shelter rental availability & restroom accessibility	2.6%	30.3%	32.9%	11.8%	3.9%	18.4%

WITHOUT "DON'T KNOW"

Q6. PARKS. Please rate your satisfaction with each of the following parks items listed below using a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied." (without "don't know")

(N=76)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied
Q6-1. Quality of park facilities such as playgrounds, open space, picnic shelters	4.3%	41.4%	38.6%	11.4%	4.3%
Q6-2. Quality of outdoor athletic facilities such as, baseball, softball, basketball, soccer & lacrosse	7.2%	47.8%	36.2%	4.3%	4.3%
Q6-3. Appearance & maintenance of existing City parks, recreational facilities, & trails	6.9%	40.3%	33.3%	12.5%	6.9%
Q6-4. Park shelter rental availability & restroom accessibility	3.2%	37.1%	40.3%	14.5%	4.8%

Q7. Which TWO of the Parks items listed in Question 6 do you think should receive the MOST EMPHASIS from City leaders over the next TWO years?

Q7. Top choice	Number	Percent
Quality of park facilities such as playgrounds, open space, picnic shelters	16	21.1 %
Quality of outdoor athletic facilities such as, baseball, softball, basketball, soccer & lacrosse	8	10.5 %
Appearance & maintenance of existing City parks, recreational facilities, & trails	29	38.2 %
Park shelter rental availability & restroom accessibility	16	21.1 %
None chosen	7	9.2 %
Total	76	100.0 %

Q7. Which TWO of the Parks items listed in Question 6 do you think should receive the MOST EMPHASIS from City leaders over the next TWO years?

Q7. 2nd choice	Number	Percent
Quality of park facilities such as playgrounds, open space, picnic shelters	20	26.3 %
Quality of outdoor athletic facilities such as, baseball, softball, basketball, soccer & lacrosse	9	11.8 %
Appearance & maintenance of existing City parks, recreational facilities, & trails	17	22.4 %
Park shelter rental availability & restroom accessibility	14	18.4 %
None chosen	16	21.1 %
Total	76	100.0 %

SUM OF TOP 2 CHOICES

Q7. Which TWO of the Parks items listed in Question 6 do you think should receive the MOST EMPHASIS from City leaders over the next TWO years? (top 2)

Q7. Sum of top 2 choices	Number	Percent
Quality of park facilities such as playgrounds, open space, picnic shelters	36	47.4 %
Quality of outdoor athletic facilities such as, baseball, softball, basketball, soccer & lacrosse	17	22.4 %
Appearance & maintenance of existing City parks, recreational facilities, & trails	46	60.5 %
Park shelter rental availability & restroom accessibility	30	39.5 %
None chosen	7	9.2 %
Total	136	

Q8. COMMUNITY OUTREACH. Which of the following would be your preferred way(s) to receive news and information about City programs, projects, services, and events?

Q8. Your preferred ways to receive news & information about City programs, projects, services, & events	Number	Percent
City website	34	44.7 %
City social media	32	42.1 %
Public meetings (for example, open houses, community forums)	22	28.9 %
Notify Me City information update service	22	28.9 %
Newsletter or other insert inside utility bill envelope	41	53.9 %
Total	151	

Q9. Please rate your satisfaction with each of the following items concerning Community Outreach using a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied."

(N=76)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied	Don't know
Q9-1. Availability of information about City programs & services	0.0%	7.9%	31.6%	38.2%	15.8%	6.6%
Q9-2. City efforts to keep the public informed about local issues	0.0%	5.3%	17.1%	35.5%	40.8%	1.3%
Q9-3. Overall quality of City's website & social media	0.0%	3.9%	35.5%	35.5%	14.5%	10.5%
Q9-4. Level of public involvement in local decision making	1.3%	3.9%	7.9%	18.4%	64.5%	3.9%
Q9-5. Timeliness of information provided by City	1.3%	6.6%	7.9%	36.8%	42.1%	5.3%
Q9-6. City email information update service	0.0%	5.3%	28.9%	19.7%	22.4%	23.7%

WITHOUT "DON'T KNOW"

Q9. Please rate your satisfaction with each of the following items concerning Community Outreach using a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied." (without "don't know")

(N=76)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied
Q9-1. Availability of information about City programs & services	0.0%	8.5%	33.8%	40.8%	16.9%
Q9-2. City efforts to keep the public informed about local issues	0.0%	5.3%	17.3%	36.0%	41.3%
Q9-3. Overall quality of City's website & social media	0.0%	4.4%	39.7%	39.7%	16.2%
Q9-4. Level of public involvement in local decision making	1.4%	4.1%	8.2%	19.2%	67.1%
Q9-5. Timeliness of information provided by City	1.4%	6.9%	8.3%	38.9%	44.4%
Q9-6. City email information update service	0.0%	6.9%	37.9%	25.9%	29.3%

Q10. Which TWO of the Community Outreach items listed in Question 9 do you think should receive the MOST EMPHASIS from City leaders over the next TWO years?

<u>Q10. Top choice</u>	<u>Number</u>	<u>Percent</u>
Availability of information about City programs & services	2	2.6 %
City efforts to keep the public informed about local issues	21	27.6 %
Level of public involvement in local decision making	44	57.9 %
Timeliness of information provided by City	1	1.3 %
City email information update service	4	5.3 %
None chosen	4	5.3 %
Total	76	100.0 %

Q10. Which TWO of the Community Outreach items listed in Question 9 do you think should receive the MOST EMPHASIS from City leaders over the next TWO years?

<u>Q10. 2nd choice</u>	<u>Number</u>	<u>Percent</u>
Availability of information about City programs & services	7	9.2 %
City efforts to keep the public informed about local issues	30	39.5 %
Overall quality of City's website & social media	3	3.9 %
Level of public involvement in local decision making	14	18.4 %
Timeliness of information provided by City	15	19.7 %
City email information update service	1	1.3 %
None chosen	6	7.9 %
Total	76	100.0 %

SUM OF TOP 2 CHOICES

Q10. Which TWO of the Community Outreach items listed in Question 9 do you think should receive the MOST EMPHASIS from City leaders over the next TWO years? (top 2)

<u>Q10. Sum of top 2 choices</u>	<u>Number</u>	<u>Percent</u>
Availability of information about City programs & services	9	11.8 %
City efforts to keep the public informed about local issues	51	67.1 %
Overall quality of City's website & social media	3	3.9 %
Level of public involvement in local decision making	58	76.3 %
Timeliness of information provided by City	16	21.1 %
City email information update service	5	6.6 %
None chosen	4	5.3 %
Total	146	

Q11. CITY STREETS/SIDEWALKS. Please rate your satisfaction with each of the following items concerning City streets using a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied."

(N=76)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied	Don't know
Q11-1. Maintenance of major City streets	2.6%	11.8%	17.1%	21.1%	43.4%	3.9%
Q11-2. Maintenance of streets in your neighborhood	6.6%	5.3%	19.7%	30.3%	32.9%	5.3%
Q11-3. Mowing & trimming along City streets & other boulevards	5.3%	21.1%	25.0%	22.4%	23.7%	2.6%
Q11-4. Plowing City streets	5.3%	14.5%	23.7%	26.3%	27.6%	2.6%
Q11-5. Condition of sidewalks in City	2.6%	11.8%	32.9%	26.3%	17.1%	9.2%

WITHOUT "DON'T KNOW"

Q11. CITY STREETS/SIDEWALKS. Please rate your satisfaction with each of the following items concerning City streets using a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied." (without "don't know")

(N=76)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied
Q11-1. Maintenance of major City streets	2.7%	12.3%	17.8%	21.9%	45.2%
Q11-2. Maintenance of streets in your neighborhood	6.9%	5.6%	20.8%	31.9%	34.7%
Q11-3. Mowing & trimming along City streets & other boulevards	5.4%	21.6%	25.7%	23.0%	24.3%
Q11-4. Plowing City streets	5.4%	14.9%	24.3%	27.0%	28.4%
Q11-5. Condition of sidewalks in City	2.9%	13.0%	36.2%	29.0%	18.8%

Q12. Which TWO of the Street related items listed in Question 11 do you think should receive the MOST EMPHASIS from City leaders over the next TWO years?

<u>Q12. Top choice</u>	<u>Number</u>	<u>Percent</u>
Maintenance of major City streets	31	40.8 %
Maintenance of streets in your neighborhood	12	15.8 %
Mowing & trimming along City streets & other boulevards	11	14.5 %
Plowing City streets	10	13.2 %
Condition of sidewalks in City	7	9.2 %
None chosen	5	6.6 %
Total	76	100.0 %

Q12. Which TWO of the Street related items listed in Question 11 do you think should receive the MOST EMPHASIS from City leaders over the next TWO years?

<u>Q12. 2nd choice</u>	<u>Number</u>	<u>Percent</u>
Maintenance of major City streets	11	14.5 %
Maintenance of streets in your neighborhood	21	27.6 %
Mowing & trimming along City streets & other boulevards	8	10.5 %
Plowing City streets	20	26.3 %
Condition of sidewalks in City	8	10.5 %
None chosen	8	10.5 %
Total	76	100.0 %

SUM OF TOP 2 CHOICES

Q12. Which TWO of the Street related items listed in Question 11 do you think should receive the MOST EMPHASIS from City leaders over the next TWO years? (top 2)

<u>Q12. Sum of top 2 choices</u>	<u>Number</u>	<u>Percent</u>
Maintenance of major City streets	42	55.3 %
Maintenance of streets in your neighborhood	33	43.4 %
Mowing & trimming along City streets & other boulevards	19	25.0 %
Plowing City streets	30	39.5 %
Condition of sidewalks in City	15	19.7 %
None chosen	5	6.6 %
Total	144	

Q13. CODE ENFORCEMENT. Please rate your satisfaction with each of the code enforcement items listed below using a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied."

(N=76)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied	Don't know
Q13-1. Enforcement of animal regulations	3.9%	21.1%	38.2%	10.5%	5.3%	21.1%
Q13-2. Responding to noise concerns or complaints	3.9%	19.7%	34.2%	14.5%	7.9%	19.7%
Q13-3. Enforcing mowing & trimming of grass, weeds, & vegetation on private property	2.6%	7.9%	34.2%	17.1%	21.1%	17.1%
Q13-4. Enforcing parking	1.3%	11.8%	46.1%	11.8%	18.4%	10.5%
Q13-5. Responding to reports of dangerous or unpermitted building	3.9%	11.8%	40.8%	3.9%	5.3%	34.2%
Q13-6. Addressing concerns about material/garbage/recyclables/furniture/machinery	3.9%	14.5%	26.3%	15.8%	18.4%	21.1%
Q13-7. Other	0.0%	0.0%	0.0%	0.0%	9.2%	90.8%

WITHOUT "DON'T KNOW"

Q13. CODE ENFORCEMENT. Please rate your satisfaction with each of the code enforcement items listed below using a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied." (without "don't know")

(N=76)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied
Q13-1. Enforcement of animal regulations	5.0%	26.7%	48.3%	13.3%	6.7%
Q13-2. Responding to noise concerns or complaints	4.9%	24.6%	42.6%	18.0%	9.8%
Q13-3. Enforcing mowing & trimming of grass, weeds, & vegetation on private property	3.2%	9.5%	41.3%	20.6%	25.4%
Q13-4. Enforcing parking	1.5%	13.2%	51.5%	13.2%	20.6%
Q13-5. Responding to reports of dangerous or unpermitted building	6.0%	18.0%	62.0%	6.0%	8.0%
Q13-6. Addressing concerns about material/garbage/recyclables/furniture/machinery	5.0%	18.3%	33.3%	20.0%	23.3%
Q13-7. Other	0.0%	0.0%	0.0%	0.0%	100.0%

Q13-7. Other

- Archer House blight
- Banging pots and pans protesting our ICE agents is disturbing the peace.
- Dumping garbage cans on curbs.
- Garbage can visibility
- Need to take care of steep sidewalks for wheelchair access and doors.
- Stop it with all the bike lanes and speed bumps and bump outs you're making driving around this town and absolute nightmare and embarrassment when you compare it to good cities with roads that are normal and practical, seriously how much crack do you have to smoke to think that the roads are now wide enough after you've screwed them up?
- The junk and driveways and yards.

Q14. Which TWO of the Code Enforcement items listed in Question 13 do you think should receive the MOST EMPHASIS from City leaders over the next TWO years?

Q14. Top choice	Number	Percent
Enforcement of animal regulations	4	5.3 %
Responding to noise concerns or complaints	13	17.1 %
Enforcing mowing & trimming of grass, weeds, & vegetation on private property	22	28.9 %
Enforcing parking	8	10.5 %
Responding to reports of dangerous or unpermitted building	1	1.3 %
Addressing concerns about material/garbage/recyclables/ furniture/machinery	15	19.7 %
Other	4	5.3 %
None chosen	9	11.8 %
Total	76	100.0 %

Q14. Which TWO of the Code Enforcement items listed in Question 13 do you think should receive the MOST EMPHASIS from City leaders over the next TWO years?

Q14. 2nd choice	Number	Percent
Enforcement of animal regulations	4	5.3 %
Responding to noise concerns or complaints	11	14.5 %
Enforcing mowing & trimming of grass, weeds, & vegetation on private property	8	10.5 %
Enforcing parking	6	7.9 %
Responding to reports of dangerous or unpermitted building	6	7.9 %
Addressing concerns about material/garbage/recyclables/ furniture/machinery	16	21.1 %
Other	2	2.6 %
None chosen	23	30.3 %
Total	76	100.0 %

SUM OF TOP 2 CHOICES

Q14. Which TWO of the Code Enforcement items listed in Question 13 do you think should receive the MOST EMPHASIS from City leaders over the next TWO years? (top 2)

Q14. Sum of top 2 choices	Number	Percent
Enforcement of animal regulations	8	10.5 %
Responding to noise concerns or complaints	24	31.6 %
Enforcing mowing & trimming of grass, weeds, & vegetation on private property	30	39.5 %
Enforcing parking	14	18.4 %
Responding to reports of dangerous or unpermitted building	7	9.2 %
Addressing concerns about material/garbage/recyclables/ furniture/machinery	31	40.8 %
Other	6	7.9 %
None chosen	9	11.8 %
Total	129	

Q15. PLANNING AND LAND USE. Using a scale of 1 to 5, where 5 means "Much Too Slow" and 1 means "Much Too Fast," please rate the City's current pace of development in each of the following areas.

(N=76)

	Much too slow	Slow	Average	Fast	Much too fast	Don't know
Q15-1. Office development	19.7%	22.4%	27.6%	0.0%	3.9%	26.3%
Q15-2. Industrial development	42.1%	23.7%	13.2%	1.3%	5.3%	14.5%
Q15-3. Multi-family residential development	19.7%	18.4%	31.6%	5.3%	14.5%	10.5%
Q15-4. Single-family residential development	23.7%	28.9%	30.3%	1.3%	5.3%	10.5%
Q15-5. Retail development	32.9%	26.3%	23.7%	0.0%	3.9%	13.2%
Q15-6. Eatery/restaurant development	28.9%	17.1%	34.2%	3.9%	3.9%	11.8%

WITHOUT "DON'T KNOW"

Q15. PLANNING AND LAND USE. Using a scale of 1 to 5, where 5 means "Much Too Slow" and 1 means "Much Too Fast," please rate the City's current pace of development in each of the following areas. (without "don't know")

(N=76)

	Much too slow	Slow	Average	Fast	Much too fast
Q15-1. Office development	26.8%	30.4%	37.5%	0.0%	5.4%
Q15-2. Industrial development	49.2%	27.7%	15.4%	1.5%	6.2%
Q15-3. Multi-family residential development	22.1%	20.6%	35.3%	5.9%	16.2%
Q15-4. Single-family residential development	26.5%	32.4%	33.8%	1.5%	5.9%
Q15-5. Retail development	37.9%	30.3%	27.3%	0.0%	4.5%
Q15-6. Eatery/restaurant development	32.8%	19.4%	38.8%	4.5%	4.5%

Q16. CITY CUSTOMER SERVICE. Have you called, emailed, or visited the City with a question or to report a problem or complaint during the past year?

Q16. Have you called, emailed, or visited City with a question or to report a problem or complaint during past

year	Number	Percent
Yes	37	48.7 %
No	31	40.8 %
Don't know	8	10.5 %
Total	76	100.0 %

WITHOUT "DON'T KNOW"

Q16. CITY CUSTOMER SERVICE. Have you called, emailed, or visited the City with a question or to report a problem or complaint during the past year? (without "don't know")

Q16. Have you called, emailed, or visited City with a question or to report a problem or complaint during past

year	Number	Percent
Yes	37	54.4 %
No	31	45.6 %
Total	68	100.0 %

Q16a. How easy was it to contact the person you needed to reach?

Q16a. How easy was it to contact the person you needed to reach

	Number	Percent
Very easy	5	13.5 %
Somewhat easy	13	35.1 %
Difficult	7	18.9 %
Very difficult	11	29.7 %
Don't know	1	2.7 %
Total	37	100.0 %

WITHOUT "DON'T KNOW"

Q16a. How easy was it to contact the person you needed to reach? (without "don't know")

Q16a. How easy was it to contact the person you needed to reach

	Number	Percent
Very easy	5	13.9 %
Somewhat easy	13	36.1 %
Difficult	7	19.4 %
Very difficult	11	30.6 %
Total	36	100.0 %

Q16b. What department did you contact?

<u>Q16b. What department did you contact</u>	<u>Number</u>	<u>Percent</u>
Police	4	10.8 %
Administration, City Clerk, Communication, IT, HR	13	35.1 %
Community Development	12	32.4 %
Northfield Public Library	2	5.4 %
Parks	6	16.2 %
Engineering	10	27.0 %
Utility Billing	2	5.4 %
Public Works (streets/water/sewer)	13	35.1 %
DMV	6	16.2 %
Total	68	

Q16c. Several factors that may influence your perception of the quality of customer service you receive from City employees are listed below. For each item, please rate how often the employees you contacted during the past year have displayed the behavior described using a scale of 1 to 5, where 5 means "Always" and 1 means "Never."

(N=37)

	Always	Sometimes	Not often	Never	Don't know
Q16c-1. They were courteous & polite	29.7%	48.6%	8.1%	5.4%	8.1%
Q16c-2. They gave prompt, accurate, & complete answers in response to questions/ concerns	18.9%	35.1%	21.6%	21.6%	2.7%
Q16c-3. They followed through & did what they said they would do in a timely manner	18.9%	24.3%	27.0%	24.3%	5.4%
Q16c-4. They helped to resolve your issue	18.9%	29.7%	27.0%	21.6%	2.7%

WITHOUT "DON'T KNOW"

Q16c. Several factors that may influence your perception of the quality of customer service you receive from City employees are listed below. For each item, please rate how often the employees you contacted during the past year have displayed the behavior described using a scale of 1 to 5, where 5 means "Always" and 1 means "Never." (without "don't know")

(N=37)

	Always	Sometimes	Not often	Never
Q16c-1. They were courteous & polite	32.4%	52.9%	8.8%	5.9%
Q16c-2. They gave prompt, accurate, & complete answers in response to questions/ concerns	19.4%	36.1%	22.2%	22.2%
Q16c-3. They followed through & did what they said they would do in a timely manner	20.0%	25.7%	28.6%	25.7%
Q16c-4. They helped to resolve your issue	19.4%	30.6%	27.8%	22.2%

Q17. Several statements about the library are listed below. Using a scale of 1 to 5, where 5 means "Strongly Agree" and 1 means "Strongly Disagree," please rate your level of agreement with each of the following.

(N=76)

	Strongly agree	Agree	Neutral	Disagree	Strongly disagree	Don't know
Q17-1. The library is a place of lifelong learning	30.3%	38.2%	13.2%	2.6%	2.6%	13.2%
Q17-2. The library serves as a community hub	22.4%	25.0%	19.7%	14.5%	6.6%	11.8%
Q17-3. I think libraries are important to our community	43.4%	27.6%	11.8%	5.3%	1.3%	10.5%
Q17-4. Libraries are important to me personally	28.9%	22.4%	17.1%	10.5%	10.5%	10.5%
Q17-5. I feel welcome at the library	30.3%	21.1%	25.0%	5.3%	3.9%	14.5%
Q17-6. I think the library is still relevant	39.5%	21.1%	15.8%	7.9%	5.3%	10.5%
Q17-7. I feel safe at the library	36.8%	25.0%	17.1%	2.6%	0.0%	18.4%
Q17-8. The library facility I use is meeting the needs of the community	22.4%	34.2%	18.4%	6.6%	1.3%	17.1%
Q17-9. My library is clean & well maintained	27.6%	44.7%	11.8%	0.0%	0.0%	15.8%

WITHOUT "DON'T KNOW"

Q17. Several statements about the library are listed below. Using a scale of 1 to 5, where 5 means "Strongly Agree" and 1 means "Strongly Disagree," please rate your level of agreement with each of the following. (without "don't know")

(N=76)

	Strongly agree	Agree	Neutral	Disagree	Strongly disagree
Q17-1. The library is a place of lifelong learning	34.8%	43.9%	15.2%	3.0%	3.0%
Q17-2. The library serves as a community hub	25.4%	28.4%	22.4%	16.4%	7.5%
Q17-3. I think libraries are important to our community	48.5%	30.9%	13.2%	5.9%	1.5%
Q17-4. Libraries are important to me personally	32.4%	25.0%	19.1%	11.8%	11.8%
Q17-5. I feel welcome at the library	35.4%	24.6%	29.2%	6.2%	4.6%
Q17-6. I think the library is still relevant	44.1%	23.5%	17.6%	8.8%	5.9%
Q17-7. I feel safe at the library	45.2%	30.6%	21.0%	3.2%	0.0%
Q17-8. The library facility I use is meeting the needs of the community	27.0%	41.3%	22.2%	7.9%	1.6%
Q17-9. My library is clean & well maintained	32.8%	53.1%	14.1%	0.0%	0.0%

Q18. Satisfaction with the Library System. Items that may influence your overall satisfaction with the Northfield Library system are listed below. Please rate each item on a scale of 1 to 5 where 5 means "Very Satisfied" and 1 means "Very Dissatisfied."

(N=76)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied	Don't know
Q18-1. How close library services are to your home	23.7%	35.5%	26.3%	0.0%	0.0%	14.5%
Q18-2. Overall quality of public library services in the community where you live	21.1%	38.2%	21.1%	2.6%	0.0%	17.1%
Q18-3. How well you are informed about library services & programs	7.9%	27.6%	26.3%	17.1%	6.6%	14.5%
Q18-4. The value of library services you receive for your tax dollars	15.8%	21.1%	23.7%	11.8%	13.2%	14.5%
Q18-5. The library website & digital services	2.6%	21.1%	38.2%	7.9%	1.3%	28.9%
Q18-6. Library services to assist those with mobility, vision & hearing impairment	3.9%	22.4%	32.9%	2.6%	0.0%	38.2%
Q18-7. Quality of information shared on the library's social media (Facebook, Instagram)	2.6%	14.5%	31.6%	3.9%	1.3%	46.1%

WITHOUT "DON'T KNOW"

Q18. Satisfaction with the Library System. Items that may influence your overall satisfaction with the Northfield Library system are listed below. Please rate each item on a scale of 1 to 5 where 5 means "Very Satisfied" and 1 means "Very Dissatisfied." (without "don't know")

(N=76)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied
Q18-1. How close library services are to your home	27.7%	41.5%	30.8%	0.0%	0.0%
Q18-2. Overall quality of public library services in the community where you live	25.4%	46.0%	25.4%	3.2%	0.0%
Q18-3. How well you are informed about library services & programs	9.2%	32.3%	30.8%	20.0%	7.7%
Q18-4. The value of library services you receive for your tax dollars	18.5%	24.6%	27.7%	13.8%	15.4%
Q18-5. The library website & digital services	3.7%	29.6%	53.7%	11.1%	1.9%
Q18-6. Library services to assist those with mobility, vision & hearing impairment	6.4%	36.2%	53.2%	4.3%	0.0%
Q18-7. Quality of information shared on the library's social media (Facebook, Instagram)	4.9%	26.8%	58.5%	7.3%	2.4%

Q19. Please rate your level of agreement with each of these statements.

(N=76)

	Strongly agree	Agree	Neutral	Disagree	Strongly disagree	Don't know
Q19-1. I want to live in a community where it is safe, convenient & comfortable to walk & to ride a bicycle	32.9%	23.7%	19.7%	2.6%	11.8%	9.2%
Q19-2. I want to live in a community where children can safely walk from their homes to schools & parks	59.2%	26.3%	7.9%	0.0%	0.0%	6.6%
Q19-3. I want to be able to safely walk or ride a bicycle from my home to my place of work	28.9%	18.4%	23.7%	2.6%	13.2%	13.2%
Q19-4. I want my community to make roads safer for pedestrians & bicyclists	19.7%	17.1%	19.7%	13.2%	21.1%	9.2%
Q19-5. I want there to be interesting things to see & do along bicycle & pedestrian routes	10.5%	13.2%	27.6%	14.5%	22.4%	11.8%
Q19-6. I want essential destinations in my community to be connected in a way that is safe for everyone regardless of their preferred method of travel (i. e., walking, riding a bicycle, riding transit, or driving a car)	21.1%	22.4%	23.7%	7.9%	14.5%	10.5%

WITHOUT "DON'T KNOW"**Q19. Please rate your level of agreement with each of these statements. (without "don't know")**

(N=76)

	Strongly agree	Agree	Neutral	Disagree	Strongly disagree
Q19-1. I want to live in a community where it is safe, convenient & comfortable to walk & to ride a bicycle	36.2%	26.1%	21.7%	2.9%	13.0%
Q19-2. I want to live in a community where children can safely walk from their homes to schools & parks	63.4%	28.2%	8.5%	0.0%	0.0%
Q19-3. I want to be able to safely walk or ride a bicycle from my home to my place of work	33.3%	21.2%	27.3%	3.0%	15.2%
Q19-4. I want my community to make roads safer for pedestrians & bicyclists	21.7%	18.8%	21.7%	14.5%	23.2%
Q19-5. I want there to be interesting things to see & do along bicycle & pedestrian routes	11.9%	14.9%	31.3%	16.4%	25.4%
Q19-6. I want essential destinations in my community to be connected in a way that is safe for everyone regardless of their preferred method of travel (i.e. , walking, riding a bicycle, riding transit, or driving a car)	23.5%	25.0%	26.5%	8.8%	16.2%

Q20. Approximately how many years have you lived in Northfield?

Q20. How many years have you lived in Northfield	Number	Percent
0-5	14	18.4 %
6-10	6	7.9 %
11-15	4	5.3 %
16-20	6	7.9 %
21-30	16	21.1 %
31+	25	32.9 %
Not provided	5	6.6 %
Total	76	100.0 %

WITHOUT "NOT PROVIDED"**Q20. Approximately how many years have you lived in Northfield? (without "not provided")**

Q20. How many years have you lived in Northfield	Number	Percent
0-5	14	19.7 %
6-10	6	8.5 %
11-15	4	5.6 %
16-20	6	8.5 %
21-30	16	22.5 %
31+	25	35.2 %
Total	71	100.0 %

Q21. What is your age?

Q21. Your age	Number	Percent
18-34	7	9.2 %
35-44	8	10.5 %
45-54	8	10.5 %
55-64	19	25.0 %
65+	23	30.3 %
Not provided	11	14.5 %
Total	76	100.0 %

WITHOUT "NOT PROVIDED"**Q21. What is your age? (without "not provided")**

Q21. Your age	Number	Percent
18-34	7	10.8 %
35-44	8	12.3 %
45-54	8	12.3 %
55-64	19	29.2 %
65+	23	35.4 %
Total	65	100.0 %

Q22. How many children under the age of 18 live in your household?

Q22. How many children under 18 live in your household	Number	Percent
0	51	67.1 %
1	8	10.5 %
2	5	6.6 %
3	4	5.3 %
Not provided	8	10.5 %
Total	76	100.0 %

WITHOUT "NOT PROVIDED"**Q22. How many children under the age of 18 live in your household? (without "not provided")**

Q22. How many children under 18 live in your household	Number	Percent
0	51	75.0 %
1	8	11.8 %
2	5	7.4 %
3	4	5.9 %
Total	68	100.0 %

Q23. What is your gender?

Q23. Your gender	Number	Percent
Male	38	50.0 %
Female	33	43.4 %
Self-identified	2	2.6 %
Not provided	3	3.9 %
Total	76	100.0 %

WITHOUT "NOT PROVIDED"**Q23. What is your gender? (without "not provided")**

Q23. Your gender	Number	Percent
Male	38	52.1 %
Female	33	45.2 %
Self-identified	2	2.7 %
Total	73	100.0 %

Q24. What is your total annual household income?

<u>Q24. Your total annual household income</u>	<u>Number</u>	<u>Percent</u>
Under \$30K	5	6.6 %
\$30K-\$59,999	8	10.5 %
\$60K-\$99,999	13	17.1 %
\$100K-\$149,999	11	14.5 %
\$150K-\$199,999	5	6.6 %
\$200K+	4	5.3 %
Prefer not to answer	30	39.5 %
Total	76	100.0 %

WITHOUT "PREFER NOT TO ANSWER"**Q24. What is your total annual household income? (without "prefer not to answer")**

<u>Q24. Your total annual household income</u>	<u>Number</u>	<u>Percent</u>
Under \$30K	5	10.9 %
\$30K-\$59,999	8	17.4 %
\$60K-\$99,999	13	28.3 %
\$100K-\$149,999	11	23.9 %
\$150K-\$199,999	5	10.9 %
\$200K+	4	8.7 %
Total	46	100.0 %

Q25. If you have suggestions for improving the quality of city programs, facilities, or services, please share your suggestions.

- Bridge Square could use some attention. Grass is bare, need more picnic tables.
- Do not build a water treatment tower, it is not necessary and a waster of taxpayer money. Communicate the fact, not just what the city wants the people to hear.
- Don't back down on bike stuff! Also, we need better bike facilities for parking. Enforce downtown parking 2 hrs. signs. STOP PLOWING IN THE SIDEWALKS. If you want people to walk, you need to both shovel the sidewalks and not plow them in. Continue supporting the library. More housing options not just through big apt complexes but through adding apt units to big houses — would help offset property taxes for owners if they could rent their unused rooms.
- Don't spend so much money
- Downtown parking is atrocious. I shouldn't need to walk a mile to spend 2 minutes in a business downtown and walk a mile back to my vehicle. It doesn't make me want to access downtown at all. We lost a whole parking lot and street parking to the lofts who do have their own parking.
- Enforce outdoor cleanliness-residential, commercial and city. Mowing and line trimming and wheat control in landscapes. Stop putting trees in sidewalks downtown because they don't survive. Also in narrow Boulevard.
- Fix the water. It's causing my health issues. There is no reason that a city that can afford a new ice arena and bike lanes can't afford to have safe drinking water. It's shameful that you have to have a disclaimer on the city website that warns it may not be safe for newborns. It's shameful that you put bike lanes and ice arenas ahead of a basic human need. Clean and Safe water. Fix the roads throughout the city before putting in new bike lanes that are unusable for 6-8 months of the year between construction and weather. I live near Spring creek and the kids ride on the side walk or on the lane divider (where they're sure to get clipped by a car) instead of the bike lanes. I see 1 adult once a month in the bike lanes. But I haven't seen anyone in the bike lanes even walking since November and I pass them frequently. Not enough of the population uses or wants them to be worth the cost when we have city NEEDS that are not being met. Stop taxing the middle class out of Northfield for vanity projects!
- Get rid of the curb at bike lanes.
- Get rid of the curbs. Don't build a hockey arena for rich kids with our tax dollars!!!! Use our tax dollars for parks, fixing pot holes, etc. Don't let Bret Reese run the city. Just quit giving him tax breaks. Building hockey arenas, tax breaks for "development" and putting curbs on roads is raising taxes and causing middle class people to leave. Please use some common sense. Put the arena to a vote and have the courage to accept the results. Put Bret Reese's projects to a vote and have the courage to accept the results. Every time I drive past the massive apartment building across from Greenvale school I wonder how could our city do this to all of the people that have a house next door. They should matter. Our city should apologize to them for tanking their property values.
- Get some industry. Enough babying the colleges. Let's get to help with lowering taxes so people can afford to stay here
- Home owners keeping their property appealing and clean. No gardens or vegetation near roads and sidewalks. Bike lanes are dangerously placed. Fine homeowners who don't clean snow on sidewalks near home after 24 hours of snow fall. Respond to complaints. Keep parks / playgrounds mowed and weed free. Trim around street sign and electrical boxes in town.
- I encourage the City to improve transparency, legality, and fiscal responsibility in major capital projects. The process used to move forward with the new ice arena disregarded the will of voters, who explicitly voted against it. A more responsible and community-centered approach would have been to partner with Faribault stakeholders to develop two adjoining rinks at the Rice County Fairgrounds, maximizing regional cooperation and efficiency while respecting public input. More broadly, the City should prioritize sustainability, accessibility, and inclusive community values. This includes opposing urban sprawl and instead promoting denser, multi-story development—building up rather than out, with projects that are five, ten, or even twenty stories tall where appropriate. The City should also eliminate the use of Styrofoam and free plastic bags; promote reusable options such as refillable bottles and cups; expand access to rain barrels, community gardens, rooftop solar, and small-scale wind projects rather than large industrial turbines; and ensure that all city programs, facilities, and services are fully accessible to older adults and people with disabilities. Additionally, Northfield Public Schools should be encouraged to move away from the "Raiders" mascot and adopt a non-human mascot, such as an animal, plant, or local landmark, that better reflects shared community values. These changes would demonstrate more thoughtful use of public resources, environmental stewardship, and a stronger commitment to equity and inclusion.
- I feel it is unethical for our city to be governed by leaders voted in by college students who do not live here full-time or pay taxes here. Tax increases, worsening streets and wasted spending of the current council. The bike lane debacle is the worst.

Q25. If you have suggestions for improving the quality of city programs, facilities, or services, please share your suggestions.

- I hate the over spending on bike paths. Bicycles should require a license. Weed control on the roundabouts and boulevards is awful. You spend money on bike paths but you can't fix the pavement south of Woodley and Division Street. I have no reason to ever go o the library
- I think it's funny how there's never any money to fix the potholes but there's Unlimited spending on bike Lanes without the slightest hint of some form of limitation. This town has forgotten how people actually get around.
- I would suggest that we start concentrating more on our needs rather than our wants in town. Let's start improving our streets rather than adding to or wants such as Park improvements, lavish playgrounds that cost taxpayer money. I would suggest just
- improving the common sense things in our community , make Northfield a nice clean and safe place for all. Be good stewards of our ever-increasing taxes.
- Live within your means and stop taxing people out of their homes! When doing affordable housing, make it actually affordable for singles, couples or families. Seriously consider rent control like other cities!
- Maintain boulevards, stop the bike lane madness. Wide sidewalks for bikes and pedestrians instead of narrowing city streets, making them dangerous in winter conditions and night time driving.
- Our taxes are way too high. People cannot afford to live in town. We need to bring more industrial companies into town. Northfield needs to focus less on beautification and more on saving money and helping people in need. Doing what's best for the people in the community. We need to bring more jobs to northfield that can support a family. Ultimately, we need to figure out how to get our taxes down. There is no reason for a house that is 900 ft.² and the yearly taxes for it are over \$3000. Something is wrong with that.
- Our water is getting worse. Paying taxes for water I have to filter. Added expenses! I hate bike trails, no one uses them, my taxes not well spent. Pot holes so big, you can ruin your vehicles. Water hydrant on our street that never shuts off. Property taxes getting so high, we are thinking of selling and leaving this City.
- Parks needs signage to prevent overnight use and quiet times; cross rocks where people cross streets; water drainage without going into building buildings; city Council being honest with citizens
- Please, stop raising taxes for things we do not need and cannot afford. That's all.
- Plow streets, then sidewalks, then bike paths. Update park bathrooms. No more concrete curbs for bike paths. Prairie Street is effective-Maple is a disaster.
- Projects for everyone in the city, not just bikers, hockey players, ... The nice to have projects for a small fraction of citizens are a waste of citizens finances.
- Public vote and meetings on things that raise our taxes. Listen to the residents! I'm an avid bike rider but the stupidity of the bicycle town lanes is ridiculous to other transportation and residents. There isn't any continuity in the routes and signs every 59 ft telling you it's a bike route - really?!
- Put the public "needs" a head of "wants..."
- Question 19 is one sided not really an option to answer a fair question.
- Quit lumping walking and bike riding together to justify the overdone and unnecessary bike lanes. Two very different things
- Quit taking our hard earned money which you love to call taxes and giving it away to every hand out. Fix these damn roads full of pot holes and get some more industrial business and restaurants to lower taxes. Thanks for raising taxes to pay for a stupid ice arena that we will never use. Time to leave this mistake of a city and more likely this state. Good luck getting money out of those who don't pay taxes when all the rest of us are gone!!!
- Quit wasting money on bike paths. Fix the roads that have pot holes that can break a car wheel and swallow a bicycle. Many have to drive out of Northfield because there is not enough options for work in the city.
- Stop increasing our tax dollars to fund irrelevant and ugly building projects. Take care of the infrastructure you already own, like the NCRC building. Act like a partner with local organizations that make you look good!
- Stop raising our taxes. It is forcing us out. We make a great living but WE CANNOT AFFORD TO LIVE HERE ANYMORE.
- Stop spending money before the foundation is taking care of. Mainly fix roads before wasting on bike lanes.
- Stop spending money on projects that serve the minority. Stop raising taxes to fund projects that don't need to be done. Be fiscally responsible. It doesn't do any good to build affordable housing of people can't afford the taxes. Stop pandering to just one political party.

Q25. If you have suggestions for improving the quality of city programs, facilities, or services, please share your suggestions.

- Stop spending money! Taxes are too high. Single family home owns are leaving the city of Northfield because taxes are too high. City projects like town square need to stop.
- Stop using out-of-town consultants to make decisions. Forget the water treatment plant. No more concrete bike lane barriers and raised crosswalks. Fire and city, administrator and free salary of top administrators.
- Stop wasting money on NCRC building for seniors only, limit library budget, code enforcement not needed, focus on bringing young families to our city. They are moving outside our borders but still rely on Northfield resources. Why not live in Northfield!!! Moving 3 miles outside of northfield should not be a financial opportunity.
- Stop with all the bike paths and wasteful spending.
- Support our ICE agents. Get input from residents before you pass items on your agenda.
- Taxes are way too high and paying for Northfield city services I don't use. I live rural w a Northfield address
- Thank you for asking because I have been so disappointed with all the weeds along roads especially through town along hwy 3. The weeds grow over the curb and on the center islands. Weed whip around trees and curbs. Kill weeds and then weed whip. It makes our town look like the inner city. Hire people that will actually work to make our town look beautiful. Weed the landscaping especially where bushes are planted by McDonald's, Lampert and State Farm. Very disappointed to the extent where I want to do it. Oh by the way out Middle School grounds look TERRIBLE
- This town is no longer affordable. I work for a big factory in town and I cannot pay my bills with what I am being paid.
- Try increasing revenues by decreasing expenditures.
- We need to educate the bike riders and walkers on the rules of the road. Too many dart right out into traffic and don't stop at the stop signs. No more bike lanes. Maybe bike licenses are needed.
- We plan to move because you've raised property taxes too much and continue to raise them yearly. We'll move out of state because MN's taxes are way too high.
- You need to listen to the community. They all feel tricked by leaving water treatment last, sneaking hockey arena in, raising property taxes so much that people are leaving. You don't seem honest and you don't listen.
- Your transportation questions do not address the essential question regarding how the infrastructure is being developed, and the costs associated with it. I strongly disagree with the cities current approach.



2026 Northfield, MN Community Survey Question 25 Comments

Presented to the City of
Northfield, Minnesota

March 2026

Q25. If you have suggestions for improving the quality of city programs, facilities, or services, please share your suggestions.

- 1) You need a city forester or natural resource specialist. You should have been more proactive about protecting city trees from EAB and getting the word out to residents to preserve their shade. There are dead ash all over now, and we also had an incident where a large group of native trees and shrubs were "accidentally " removed from adjacent city property (a nice privacy screen) by a crew because they thought they were buckthorn.2) you need to get more tax dollars from the colleges and promote more development. We are a \$200,000 income family and our property taxes and homeowners insurance have gone up over \$600 PER MONTH since we moved here 3 years ago. Affordability is a major issue here. We are not new homeowners - lived in Hennepin County for 13 years and the steep local and county property taxes are literally making people move, you need to diversify your tax base now (more like 10 years ago). 3) Your water treatment center was not approved yet we dealt with construction for months on the pipes to connect water to the WTC in the future, We have hard water here and most people already have softeners. We replaced ours along with the reverse osmosis system. It would be more affordable to the city to offer grants to rodent who have babies/toddlers affected my manganese than build your plant, I'm sure it's more expensive to have the entire city on a reverse osmosis system. You need to give people a break with taxes it is literally causing people to flee. We love this community but are already planning our downsizing and possible exit due to costs.
- A lot of weeds growing within sidewalks.
- A tale of 2 perspectives: As a new resident, the number of citizens who express concern about the City and City Council not listening to the citizens has been surprising. They are most concerned with feeling misunderstood, especially about the ice arena. We love living here and say so every day. We moved here because of the values we could see demonstrated by the city - the bike paths being a big part of that, which we have learned was QUITE the contentious decision. The parks I have discovered walking our dogs had only added to that initial impression in a positive way. As a former communications professional, I know you can do everything short of personally speaking to each person and still have people say they didn't know something was happening. I am still working on finding the best channel of communication for me, but the customer service each time I've needed it has been great. We appreciate our city and our City employees! Thanks for helping make this a great new home. We love it here.
- Act on our input.
- Add a disc golf course
- Addressing potholes would be great. Our property tax burden has made our home more difficult to comfortably afford.
- Allow taxpayers to go to utilize the new ice rink.
- As retired tax paying community members, it is becoming increasingly difficult to afford to live here, which is maybe what you want. It is beginning to feel like a wealthy privilege setting, which is sad. Suggestion? Work within your means and if that means less bike lanes, than so be it! Rising taxes and the cost of living is out of control!
- Baby swings at every park
- Be more careful with spending money. Think of the citizens quality of life.
- Better communication about what is happening is needed. Including information about local political candidates.
- Better communication in all aspects of city governance. Take out the bumps on the bicycle lanes - the gap where the Archer House was is an eyesore. Rebuild or make it a parking lot.

- Better plowed and sanded streets and residential neighborhoods.
- Better publication of activities and city services. Recycling day should be held in spring and fall.
- Better street lights
- Biggest thing: TREES TREES TREES - city should provide (at cost perhaps) and emphasize tree planting across the community - look for boulevards, empty lots, corners, streetscapes that could handle trees. Line up volunteers to PLANT THEM every spring and fall. The city horticulturist should not be out weeding with two hourly helpers - poor investment. Have the professional recruit, train and coordinate volunteer teams to weed/maintain/plant streets and parks in their neighborhoods. City could be divided into 6-8 neighborhoods with 25-50 volunteers each to rotate monthly to care for their neighborhood. Civic pride, community-building, beautification of our town. Ditch bicycle commuting as a priority - recreational biking is more important. Biking solutions for Mpls or St. Paul aren't necessary in Northfield. Just have well maintained, interconnected bike trails that minimize the necessity of road biking and keep kids safe going to school, downtown, parks, etc. Get serious about addressing neglected properties around town. And for pete's sake, 48 hour limit on items on boulevards. I'm sick of seeing snow-covered couches no one wants. Don't let residential streets get so far gone - example, the east side 8th & 9th, college st area was years overdue before it finally was addressed. Inexcusable. Connect all walking paths and increase riverwalk mileage. It's the most interesting natural feature of our town - emphasize & maximize it!!
- Bike lanes are a waste of money. I do not see them used, and the roads are not wide enough for them.
- Bike lanes are overdone and too expensive to put in curbs, etc. Well maintained and connected painted lanes are best for all of us.
- Bike lanes waste of money. Stop using same road work company. They are a joke and do slow work
- Bike paths were wasteful & largely unused. Stop it! We do not need a water treatment facility for the small number of residents with baby's. Stop efforts to place modular housing (mobile homes) mixed into single family developments. City boulevards and parks need weed and feed. The look terribly bad.
- Bike trails and lanes need to be maintained properly. No new construction should be permitted.
- Budget cuts to make the city livable for anyone who is not upper middle class or higher income.
- Cancel the ice Arena or change it to a community center. Some of the parks could use a facelift like Way Park. Affordable senior housing options.
- Cats should not be allowed to roam. Feral cats should be trapped and removed.
- City Hall, the departments/services within the building. Are there for the people of Northfield. The hours available to the public should be Monday through Friday 7 AM to 5 PM throughout the year. Essentially not closed on Fridays at noon.
- City leaders need to not only listen to, but act on comments from residents. The "bike lane issue" is the most glaring example where city leaders appeared to plow (dig?) ahead regardless of constructive input. A city our size does not need the extreme separation of bicycle and car traffic. I commute to work by bike, and completely ignore the current bike routing in some parts of the city because it is actually MORE dangerous to be biking on the same routes/sidewalks where people walk their dogs, push strollers, etc. Also, the crazy dual bike lanes with complicated routing and signs (that no-one pays attention to) along some major streets are functionally ridiculous. Perhaps they looked good in a GIS program, but they don't work in practice.
- City needs to focus on small businesses and the citizens who work and provide added value to life and pursuit of health and happiness.

- City organizations have "personal agendas". Bump outs are not always the safest.
- City parks are very poor considering overall quality of life in Northfield. There needs to be an underpass or bridge for pedestrians at Greenvale Ave and 3rd or St Olaf Ave and 3rd for safety.
- City water treatment
- City, staff and elective officials are working hard to meet residents needs
- Cleanup issues with people dumping used items everywhere. Ensure roads are wide enough for all weather conditions, and traffic.-cars, buses, etc.-when adding bike lanes.
- Communication about these resources should not assume technology equally available. Send important information via mail and or a flyer.
- Community Ed programs are very expensive making them not an option for my kids. There needs to be a free indoor Rec center for tweens and teens to hang out at. There isn't anywhere for middle school kids to hang out with their friends. The majority of shops in town close by 6. The town feels dead at night.
- Continue updating parks and making housing affordable for public employees (my wife and I work in schools).
- Cost versus value. Cost of housing, taxes, and other expenses. Blue-collar middle America cannot afford Northfield.
- Crossing at Highway three needs to be addressed. Perhaps a bridge over the highway. The current flashing lights are not working and very dangerous.
- Develop and approve more business to ease tax burden is #1. Nothing else even close to
- Dislike the new curb bike lanes. Paint is all that is needed.
- Do a better job with snow plowing.
- Do not cut down trees to make sidewalks in neighborhoods. Please decrease property taxes. They are too high.
- Do not install bike lanes and improve the riverfront
- Do not put curbs on the street side of the bike lanes. Do not put "bump out" corners or corners with tall vegetation near intersections. Both block driver visibility of pedestrians and bikes.
- Dump the ice Arena and put the money towards the water plant.
- Efforts to make roads, bicycle-friendly have made them unfriendly for normal traffic and parking needs. Police need to uphold the law and not allow heckler's to interfere with free speech. They also need to follow the traffic laws themselves. Those who do not use the public school system should not be forced to pay for it.
- Eliminate use of bicycle lanes built into existing roadways. Instead of adding hazards into roadways convert sidewalks into trails.
- Enforce outside storage ordinances. Improve residential road maintenance on all roads in town, not just the ones close in where the townies live. Police should keep all people in Northfield safe from ICE activities and assure that federal and states laws and the Constitution is protected from government overreach. We have enough bike lanes. Reduce expensive, unnecessary public projects that benefit only the loudest complainers, such as the hockey area. Try limiting the city council's need to tax the crap out of us, and spend financial resources more efficiently. All major financial matters involving public services should assure adequate citizen input, the council does not always act reasonably in this regard and seem to foist every personal preference upon the citizens. SLOW DOWN AND ALLOW CITIZEN CONTROL OF COUNCIL'S PLANS. LEARN TO LIVE WITH WHAT WE HAVE, AND REALLY NEED, AS A SMALL CITY. ACT HONESTLY ON BEHALF OF ALL CITIZENS, NOT JUST SPECIAL INTERESTS.
- enforce traffic laws ! the guys in big trucks w no muffler flying down division (headed south) in the summer is outrageous. zero enforcement of noise ordinances or speed limit.

- Enforce vehicle noise laws.
- Enough with building bike lanes that are rarely used and pushing through expensive building projects without letting the voters having a say, IE the hockey arena.
- Enough with the bike lanes please! I feel plenty safe riding my bike on the side of the road. Use that money for fun things for the kids to do across the city. Parks, fountains, sculptures, etc.
- Existing bike trail maintenance is important. New bike lanes riding against traffic does not feel safe and turns can be dangerous as helmet bike mirrors are on the left side for road riding. Cross overs at different locations are also confusing.
- Expedited replacement of ash trees.
- Find a way to attract more and diverse stores to downtown area.
- Find the inconsistency of types of bike lanes confusing and frustrating both as a driver and biker. A more consistent style of bike lanes would be beneficial and easier to navigate.
- Fix potholes, add street lighting, deal with the drug issue, police need to do more and inform the public regarding problems and outcomes.
- Fix the roads and make Jefferson Park Way wider. And less bike lanes.
- Fix the streets, sidewalks, fewer bike paths
- Focus on fixing the streets and stop adding sidewalks.
- For years we've heard and talked about economic development. It's time to make it happen. Let's have a plan that can be backed up to bring business to Northfield. Let's work more positively to work with and support the local developers who live here and care about the community. Expensive projects that pay dividends to the community will not happen without monetary support from the city. Let's get the Archer building built and bring people back into the downtown.
- Get city spending under control. Taxes are way too high.
- Get rid of bike lanes and put up signs that say share the road
- Get rid of the raised bike lanes and make our streets wider for more parking. Also, change the bike riding lanes back to one on each side of the street as it should have been planned...not different on each street we bike on. When out of town friends visit, they cannot believe what has happened to our city streets. So sad for our great town. Also, we need an immediate emphasis on commercial and industrial development as our first priority for our city. We need to bring paying tax base to Northfield so our home and downtown businesses can survive.
- Get snow plows that don't push snow on driveways or sidewalks or crosswalks. Fix potholes every spring.
- Get the cement dividers out of the roads. Put signs up by water reservoir to dispose of dog waste, responsibly and not clean their grassy area and dump it there.
- Have frequent public meetings where all citizens can speak.
- Have police follow the law. Quit parking in no parking zone in the dark with lights off on hwy 19W or hwy 3N. No more GHOST stickers so cars can't be seen easily. That is not visibility when you want to flag an officer down.
- I always think about how the city can serve the children.
- I am an avid bike rider, but do not want any more city bike lanes created. It's not needed. It's expensive and dangerous.
- I am in favor of on street bike lanes with the lane of traffic on both sides or off street trails if it makes sense. Makes sense means there is adequate land available and they don't have to cut down trees. Along Jefferson Pkwy seems to make sense, but Maple Street was a terrible idea. Two lanes on one side of the street or protected lanes don't make sense for Northfield. I've been biking all my life and riding with traffic on the right side of the road is fine. I also think the city

needs more resources to maintain what they have. Many trees and brush are overgrown on residential roadways.

- I appreciate all you do to keep us a desirable place to live however, please slow down. The rate of property tax increases.
- I do use bike lanes in Northfield frequently, but they are not well-kept or easy to navigate, so why bother? I would rather see more funds spent on improvements in streets used by all residents rather than providing additional bike lanes.
- I don't think we need any more dedicated bike routes on streets. General public education on safe bikers and education of drivers. Bikes have a right to be on the roads.
- I feel some developers take advantage of the city. Seeing the empty archer house footprint is frustrating.
- I have always been impressed with how much the citizens of this community try to make life good here. Thanks to everyone
- I live near Spring Creek School, and use many of the most common methods of getting around town. I feel like the changes to Maple over the past several years have made things less safe for both drivers and bicyclists. A good example is riding a bike north on Maple toward Carleton College: first one is in a lane almost, but not quite, on the far left, then dumped into the intersection at Woodley on the wrong side of the road, and in the midst of drivers who are confused about how correctly and safely to turn south on Maple. After Woodley, the bike lane shifts over to the right, to share with motor vehicles (I think that the message on the road, with an image of a bike, and the letters "BLVD" stands for "bike like vultures descending"; i.e., "swoop around slowly, with a vague sense of foreboding in the air.") Maple becomes Nevada, and the bike lane changes yet again a few blocks farther north, as there is a separate, painted bike lane, over on the wrong side of the road again. One other form of locomotion that has trended less safe over the years: I regularly run on the roads around town, because the sidewalks have too many obstacles for those of us who can still go a little faster than walking pace, and the various features meant to calm the traffic also confound the road runner, and force us to leap curbs or encroach sometimes on the roadway instead of the shoulder.
- I signed up for what I thought were email updates. Never received anything. Could have been an error on my part.
- I still haven't seen 50 N or the CAC on here yet...
- I think Northfield taxes are way too high and it is too expensive for many people to live here. I would love to see city spending out in check, stop spending on the consultants who want to remodel our city, and for a large audit to be done to find ways to save money. I think the city should focus on essential services like road maintenance, and stop trying to do large projects like 5th & Washington/bridge square remodel, expensive water treatment etc. We need to get back to basics and spend within our means.
- I think the bike lane situation is out of control, inconsistent, too expensive and confusing. Northfield is expensive and getting less affordable every year.
- I think the web site is clunky - improving a little, yet the system doesn't feel nimble. If we can do a better job at communication via a variety of mechanisms, that would be welcome. I applaud the contributions to NAFRS and the support for capital equipment that improves safety in the community; thanks to Chief Nelson for the re-organization that continues to yield positive results as well as welcoming broader community members to apply for service to the department. Similarly, I appreciate the work of local law enforcement in working to hire a more diverse set of officers, for their collaborative spirit with the local higher education institutions and neighborhoods, and for their thoughtful engagement. I'd love to see some additional bike/walking

patrols and even talking to residents about how traffic separation can yield improved safety to non-motorized means of transit. Transit is another area I would like to see improved. Specifically, I would like to see more signage along bus routes, timing listings, and shelters put into place (that could be relocated as routes change) to enable more to utilize those transit options. Lastly, continued work on the railroad corridor is beneficial and I would love to see continued efforts to remove the at-grade nature of the route at Hwy-19 as well as prepare for regional rail options.

- I think we overdid it on the bicycle paths on the roads Just more property tax we are having to pay EACH year. Property tax is just outrageous for in this town. I swear it almost doubled since I have been living here. One of the negative things about Northfield.
- I understand everything has gotten more expensive recently, but anything we can do to use tax dollars efficiently should be discussed. Local colleges and businesses should contribute more towards shared community spaces through private investment
- I want all of the things listed in question 19 but with sidewalks, not bike lanes. I grew up walking and riding bikes on sidewalks.
- I want to see more gardens and plantings in our city parks. Tall trees, shrubs, and flowers. Leave the large trees in the parks and add more. Grass and rocks aren't very interesting and don't provide any shade or engagement with nature. I am glad that we have parks and I want them to be beautiful.
- I would like to see a waterpark installed, increased commercial investments, and no further tax increases for at least five years. Too many businesses are failing/flipping outside of the downtown area.
- I would like to see lime taken out of the water. All sidewalks should be plowed by the city since more people are walking. Remove bike lanes that have an irrational design.
- Improve communication, improve parking downtown.
- Improve drinking water taste, and lower price grocery store.
- Improve or make a new dog park. Heat Old Memorial Pool. More place to drop off dog poop bags.
- Install no parking signs on the north side of W. 2nd St.
- Invest in our downtown to make it a destination. Maintain streets and mow grass.
- Invest more in 50 North. It keeps your retirement people healthy and happy. They pay a large portion of city taxes.
- Involve citizens and decision-making where their properties are impacted.
- It needs to be safer to cross Highway 19 and Highway 3. Cars ignore pedestrians. Put in some speed bumps as cars routinely go faster than 30 mph. Enforce cleaning intersections. Homeowners and plows need to keep step from street to sidewalk clear of snow and ice.
- It would be nice to have a couple parks with actual restrooms and not park Porta potties. More accessible indoor walking track. YMCA is too expensive.
- I've lived here most of my life, I have always loved the city. I feel like I'm being run out of my beloved city over the last 10 years or so. The cost of living here is getting out of control. I'm not sure how much longer I can stay.
- Keep Bridge Square as is. No redevelopment there.
- Keep the citizens informed of all city actions in a timely manner. Give careful consideration to responses from all citizens.
- Lack of transparency within city government to city residents is horrible. Slow communication (many would argue, intentionally slow) regarding many issues. I found out about city water magnesium levels from a Minneapolis news channel. At the time I went straight to the city's website and could find nothing regarding the issue - REALLY! Remove the bike curbs from the city streets around the area with all the presidential names. They are more of a problem than a help.

Ask (and I mean ASK!) any city fireman that has had to drive an emergency vehicle around those and they WILL TELL YOU what a problem it is. The street on that circle is too small for even normal traffic. My hometown in NW Iowa did the same thing and they have regretted it ever since! Taxes are so out of control that my wife and I are VERY SERIOUS about leaving. That is an opinion shared by many by the way. Northfield is not even remotely tax "worthwhile".

- Length in the library hours. People who work nights struggle to use the library.
- Less bike lanes better sidewalks
- Let us vote on large projects that effect our taxes, like the ice arena. Do not build the budget from the bottom up. i.e.. do not ask departments how much they need, tell them this is what you have to spend, We cannot afford to continue to have double digit Property Tax increases.
- Let us vote on things that could potentially raise our taxes a lot. We should not need to try to keep up with cities that have more people who contribute to the taxes. Make it easier for new businesses to locate to our area.
- Listen better, spend less frivolously, simplify spending to keep up with suburbs
- Listen to the citizens instead of treating them as enemies that need to be punished, mocked and disregarded. Stop being so arrogant and make sensible decisions. Listen to the citizens whose lives and neighborhoods are permanently harmed because of your stupid decisions.
- Love the bike trails. Grateful for safe places to ride and walk. I also think the park improvements are important for our quality of life.
- Lower our taxes
- LOWER TAXES
- Lower taxes and stop building useless bike lanes.
- Maintain what we have so it looks nice and lasts longer. Make the bike lanes all the same , less confusing. Plow curb to curb if you have the streets so narrow and have parking during the day. People park further away from the curb because of the snow.
- Maintenance is very important in a town. It affects many areas and all of us.
- Make sure that citizens have transparent access to issues and decisions regarding budget items affecting our taxes, unlike the recent ice arena debacle.
- Make the Archer House a destination spot not housing. Parking downtown is already at a premium.
- More accessible programs for working parents with young kids. Community programs don't schedule for parents with full-time jobs.
- More commercial taxes are needed. Property taxes have risen substantially every year that I've lived here.
- More park facilities for non-organized activities like walking trails, shady picnic areas, etc. The Cannon River between Sechler and Dundar is a wonderful opportunity.
- More Pickleball courts inside and outside and fencing around current court.
- More public bathrooms, and parks and downtown; less curved bike lanes and curb bump out on roads; more river access
- More trees, less cement. Growth isn't always good. Do something good with the Archer House site.
- Native plantings in all areas maintained by city.
- Need public parking ramp building adjacent to downtown
- Need street lights on 5th St., East
- Next time, don't fund a massive, expensive, non-essential facility like a new ice arena without putting it to a public vote. As a resident, I'm pretty disgusted by that decision, especially when the same council has decided we couldn't afford a new water treatment plant. Please put in a sidewalk

along Woodley that extends all the way out to Hwy 3. That stretch of road is so dangerous for pedestrians! Please look into your snow-removal strategies for roads. I know the plow drivers are out there working hard in the wee hours of the morning, so this is not a criticism of them, but the roads still feel messy and slippery to walk/drive on for a long period after each snowfall. I don't know if it's because the city has chosen not to salt the roads or what, but there consistently seems to be an inch or so of snow left on the roads that gets packed down over time rather than removed. My colleagues who commute from the Cities often comment about how much worse the roads are in Northfield (in re: snow) and as somebody who frequently visits the Cities, I agree. Finally, to city staff, thank you for all you do to keep Northfield safe, clean, and functional. I see you and I appreciate you!

- No hockey Palace. Spend the money on in school programs like music and theater. Make bike lanes uniform. I don't understand some of them.
- No more bike lanes
- No more bike lanes and bump outs. Fix the streets and sidewalks. Install sidewalks on the entire length of large streets like Woodley so people aren't walking on the roads.
- No more bike lanes on Maple Street! That approach was terrible and makes driving on Maple more difficult.
- No more bike lanes, but the type that involves depriving residence of ability to park vehicle in front of their home.
- No more bike pads on our current roads. Stop raising our taxes.
- No more curbed bike lanes please
- No more money invested in bike lanes
- No more spending millions on bike pads. Instead, spend it on housing. Do not raise taxes.
- no need for barrier divided bike lanes
- Noise ordinance regarding noisy trucks used in city limits.
- Normal folks are being taxed out of this town. My mortgage payment has gone up \$628 A MONTH since February of 2019. I love this community. I love the schools. But the vanity projects have got to stop. These bike lanes are completely useless. I voted no on the hockey arena, not because I hate hockey players but because I can't afford to keep paying for more things. Just because we WANT something as a community doesn't mean you can just demand folks pay for it when then can't afford it. I love the library. This town feels safe. But I'm looking at houses in Faribault. The idea of uprooting my children and moving them to a town I do not want to live in simply because my local government seems to think they can tax us for anything they want is heartbreaking. I can't vote to give myself a raise. I can't just pull an additional \$600 in each month. It feels like it won't stop and eventually I'll be forced to sell. I want the city to stop focusing on vanity projects for a while and start helping their people first.
- Northfield needs more restaurant options and apartments downtown... something besides pizza and coffee shops
- Not happy with all the big concrete divider between bike lane and traffic lanes. Painted bike lanes are good enough. Taxes are high enough.
- Our city needs to be able to provide basic maintenance to the town before entertaining other needs. Fix the roads and treat the roads in winter, plow, etc.
- Our taxes are too high. We will have to move once we retire.
- Overall Northfield is a great place to live with good city services and amenities. However, with the high taxes and cost of housing it will struggle to grow and thrive. For what we pay to live in Northfield, I would expect a more consistent level of city maintenance. Examples: I walk every day and see poor/inconsistent plowing of streets, people not maintaining their sidewalks and

there seems to be no enforcement, extremely icy and dangerous this winter. My street can be plowed 2-3 times right away during one snow storm and the next storm we might not have our street plowed for the entire day, long after the snow has ended. the bike lanes are much better maintained than the sidewalks, which seems odd as way more people walk in the winter than ride bikes. The beautiful tunnels were put in by the schools but are not well maintained in the winter and can be so icy and dangerous. It seems like the city wants to spend a lot of money on things like the tunnels and bike lanes, and there is not then good basic city maintenance after that. That is my biggest frustration. Also, we need more businesses/industry in this town for the tax base, to help support the town, the school system, etc. Economic development needs to be a top priority. We own a business in town, and Northfield has a long standing reputation of not being business friendly and that needs to change so that we can attract larger businesses/retail and thrive.

- Parks have too many dogs off leash. Unsafe roads poorly plowed - takes too long and left unplowed quite slippery. The money put into bike lanes is obscene. Keep it simple. Put the money into fixing roads instead .
- Phil and potholes in a timely manner. Use chemicals near stop signs in winter. Do not compromise traffic lanes to make permanent bike lanes. Require citizens to clear out junk in front of their homes.
- Pickleball courts. Affordable housing for young families or workers, lower taxes. Increase in manufacturing or technology base to help pay for taxes.
- Planning and supervising care and maintenance of parks we currently have needs to take precedent over new parks and expansion. I live across from a park that is a major part of the city (Washington Park) next time you're there take a look with new eyes. The grounds are haphazardly planted and kept. The basketball court is beloved and could be improved and our playground needs update or at least more permanent repairs/refreshed wood chips. The ice has only been viable for skating a couple weekends the past two years with the new hockey arena perhaps that space could have a better use. (No little league there in the summer either). People come and go there daily to city hall. It would be cool if we could improve it.
- Please add a play park or dog park or wildflowers or a walking path with benches to the green space off of They Parkway behind the freedom Court homes.
- PLEASE attend to pot holes in neighborhood streets more promptly and think carefully before putting more concrete separators in neighborhood streets - I support bike and pedestrian lanes, but the lanes for cars are too narrow, and drivers don't slow down. Especially when cars are parked along the side these car lanes are DANGEROUS!!
- Please be transparent about ICE activity if you can confirm they are staying in any hotel or residency within Northfield if possible
- Please continue to support and fund Northfield Library programs and services. For me and many others, the library is the center of the community. The quality of our library is one of the major reasons that I can't imagine living anywhere else.
- Please focus on environmentally friendly development and maintenance. Consider planning native species and doing away with lawns/grass. Please put a limit on how much individuals and businesses can water their lawns. Many people in my neighborhood water their lawns daily or multiple times daily. Water is for everyone and these people are wasting it. These limits should be in place ALWAYS not just when we are experiencing drought conditions.
- Please focus on getting the manganese out of the city water. Please enforcement on speeding, especially on Woodley and division streets.

- Please help to keep the massive Archer House hole maintained, shoveled, weeds cut, etc. We are so tired of looking at this hole and so tired of Rebound and their hold on the city.
- Please improve the general appearance of the main down town areas. Do something with "the pit". Clean up the side walks. If we're adding bike paths please don't remove parking/driving lanes to do so, it makes driving, parking, and bicycling more dangerous.
- Please keep the city safe
- Please reconsider the bike lane concrete barriers as stated in the Northfield News on Jan 28, 2026. Also add city parking rather than decreasing slots due to street modifications.
- Please repair the streets
- Please shovel sidewalks in the winter, more timely, and down to the pavement. Also clean the street drains as they are always clogged with leaves and grass.
- Please stop with the bike lanes. Make the library politically neutral. Update the playgrounds we have - so many are rusty (city Hall park needs help). I'd love to see the djjd carnival space used as a park or splash pad or gathering area or ANYTHING year round. It is such a waste of beautiful space. The pool was awful this year. The pool floor is peeling, the lifeguards are grumpy, the bathrooms are disgusting, the chairs are broken and there are not enough. The lifeguards play screamo music - not really a pool vibe most families want. Faribault has a much better pool at about the same price. We love living in Northfield because it is a beautiful town with such good people. But we don't work here or use the public schools, so the environment is the only thing we stay for. A few small updates to the things we already use would be so much better than building new things like the ice arena, new dam plan, more bike lanes, etc. And clean, reverse osmosis water would be fabulous.
- Please, please, consider the total cost to the taxpayer in deciding what projects are needed, not wanted. Look at what programs/projects can be reduced until it's financially feasible.
- Police roadway enforcement tends only to deal with licenses. They should be prioritizing behavior and in-motion violations that actually create dangerous situations. Moving enforcement should address both motorized and unmotorized violators. Public works should prioritize maintenance. Hazardous bike curbs, inconsistent and erroneous road markings, sidewalks to nowhere, bizarre concrete 'infrastructure' sculptures, and a redundant water treatment plant are all absurd wastes of public resources and manpower. The public library's social work mission has totally sidelined any education value it offers. I love libraries, but NPL is working hard not to be a library at all. Parks works should prioritize maintenance. We have plenty park spaces, and if maintenance continues to decline, it would only prove that we have more than we can handle. To improve the website, please, please find some way to make it searchable. Even the big corporate search engines struggle to find pages. From the citizen side, City Hall has been working better by having resident citizens lead the Boards & Commissions work (both research and implementation) and represent us instead of non-resident employees. I know you feel generally pressured and under the crunch of budgeting, but I do believe your backing off is best for all of us. Your job is to serve, not to command.
- Property taxes are being raised at too high a rate.
- Property taxes are too high!
- Property taxes have become unattainable. I am willing to pay for a strong safe community, but it is beyond expensive.
- Property taxes seem to be a big concern from folks that I have spoken with.
- Provide a grant or assistance program for reverse osmosis water filters for those concerned with high levels of manganese, especially families with infants. Low income families can't afford, and advising to use water bottles is unhealthy for infants since they have micro plastics.

- Put money into housing.
- Put more amenities into empty parks and clean, dead trees from Haabag Woods
- Quit paying consultants who are trying to change Northfield into something it is not. So much money is spent on these consultants for them to dream about projects that we don't need or want.
- Quit spending so much money! The ice hockey palace that will be used by 2% of the people will cost home owners nearly \$1000 dollars more per year and the city council did not allow us to vote on it. The city does not listen to it's residents.
- Regular maintenance on neighborhood roads especially when it snows.
- Remove a few parking barrier posts in bike lane on Lincoln Pkwy near Greenvale School so bicycles can ride in bike lane without having to veer out in traffic lane.
- Remove bike lanes from main street
- Remove boulevard trees in front of stop signs, especially in the Saint Olaf area
- Remove curbs for bike lanes and use paint only.
- Remove sanctuary city policies for safety sake! NOW
- Remove the bike lanes and bump outs.
- Remove the curb on Maple Street. Make bicycle rides consistent throughout the city and in agreement with county. Improve Park maintenance. Reject proposed new liquor store and parking garage. Delay any big projects that will significantly raise taxes. Sponsor neighborhood gatherings in common shared space for each section of the city to get more detailed feedback.
- Removed by pads they are not safe. As well as roundabouts.
- Send out city newsletter every two weeks. Designed streets with winter and the elderly in mind. Respond when someone says their street design is unsafe.
- Senior center-the city is greatly decreasing its support for this facility that provides recreation opportunities for older citizens.
- Shutting down every single work parking lot in the city from 8am-3pm on a weekday to clear a quarter inch of snow is about the least efficient way that you could deal with that. It is inconveniencing hundreds of people who are just trying to go to work. There has to be a better way to do that.
- So am I people want to feel safe but please know cameras or anything like that. No one wants to live in a police state that tracks all of your movements.
- Sometimes it seems public opinion is not factored into things. The hockey rink does not seem like a good investment.
- Special thanks to Shelley Evanson for her work, maintaining the natural quality of Hauberg Woods.
- Spending way too much on bicycle lanes
- Sports fields would benefit from more trees around them for shade is vital to spectators. Over mowing of non-active use park areas.-leave it for the birds and butterflies. Non-policing of crosswalk at third and Highway three.-someone will be hurt or killed the way it has gone with no one stopping.
- Stop adding ridiculous taxes making it totally unaffordable and unwelcoming to live here! Concern yourself with practical, citizen friendly projects and keep Northfield the way people are drawn to it. Consider an administrator that lives in the times and quits just piling on expenses! Make council and administrator be accountable for some of their ridiculous expenditures! You are driving people out of their homes and offering nothing for people to want to move here. Consider rent control like other cities have the common sense to do. Not everyone has Two incomes or excessive income!

- Stop blocking the road by the post office in the warm months. No one uses the space most days and it makes navigating the downtown area inconvenient.
- Stop cutting down woods for housing. Use existing open spaces, preferably already paved.
- Stop focusing on building bike trails. Start having a budget to keep the city looking nice. Weeds and lawn on the city roads and sidewalks look awful during the spring, summer and fall seasons. No point on people biking here if the roads and side walks look terrible.
- Stop wasting money on pet projects and hiding major expenditures from a public vote. Expand the tax base and undo all of the economic damage done by Mayor Powell and her minions. That includes Martig.
- Stop spending money on wants. Needs are the only thing the city should be spending money on unless we vote for it.
- Stop spending money. Reduce exorbitant property tax burden
- Stop the bike lane and focus on sidewalks and trails. Library is a great resource for families.
- Stop the City Council from spending our tax dollars for unneeded projects. Property taxes are too high.
- Stop wasteful spending. Lower all taxes and fees (property tax, utility fees, etc.). Stop trying to fix things that aren't broken (e.g., the water, bridge square, the dam, etc.) and stop separated bike lanes. Start sincerely seeking ALL public input, not just those in your echo chamber; those working hard to just try to survive have no voice in the community but are the most impacted, seek out their input. Allow/encourage more franchise food options in town; the current state of affordable dining options is dreadful.
- Stop with the bike lanes!
- Support 50 North. That facility makes the city great and it's age friendly.
- Take down the dam; create an economic development agency made up of primary business leaders and others to develop strategies to fill the hole where the hotel burned, as well as to guide marketing efforts to attract buyers for vacant city owned land and buildings.
- Take the tampons out of the men's room at the library. Men don't menstruate. Get rid of the sanctuary city ideals.
- Taxation is way too high. It keeps going up with the city forcing new Taxation on the citizenry without voting for projects like the new Ice arena, etc. While state leadership raises our taxes to cover fraudulent activity we are left with a giant tax bill and little too nothing to show for our heavy tax burden. Northfield you have milked the Citizens Dry!
- Taxes are a concern. No public vote on new arena.
- Taxes are too high for what we receive. Focus on important issues like drinking water and waste water, then on once like bike lanes, etc.
- Taxes are too high! We need businesses to help offset the burden on homeowners!! Listen to the residents and quit doing as you please with this beautiful city
- Taxes are too high. I do not feel the council is listening.
- Taxes are too high. Need parking downtown. Bike lanes and residential streets are ridiculous.
- The bike lanes are dreadful and under used and create snow piles that hinder autos. Affordable housing is sorely lacking.
- The city has made roads, unsafe for cars and trucks. Blue-collar people who do the heavy work and maintenance which bicyclist and pedestrians benefit from. They do not concern themselves about the right away of vehicles.
- The City is increasing taxes too quickly and spending on the wrong things. We need to encourage business development to increase the tax base and help fund the numerous priorities that the City has. The street modification for bike paths is wasteful and overkill. I want bike paths but

simple/cost efficient methods are best. Citizens are only seeing 0-4% increases in income on an annual basis. How does the City feel that they are entitled to double digit increases in taxes every year and the addition of a possible Sales tax to build facilities and bike paths that are way beyond the scope that is needed. Support new business, new housing development, new retail opportunities. Pave streets, trim boulevards and city parks so they are presentable. Run an efficient organization!

- The city is not focusing on what is important. Too much waste of the taxpayers dollars on big business and unhealthy, non-value added Enterprises.
- The city should continue to implement the bicycle and pedestrian network and focus on providing a high-quality of life for youth and young families.
- The city should do more to support the arts. Far more residents are involved with the arts than with hockey.
- The city should take a role in keeping the parks throughout the city clean.
- The curbs and medians of the streets need to be maintained. It makes the whole town look bad when there are weeds growing out of every curb and median. The parks also need to be weeded better. And if you say you have six outdoor ice rinks, they should actually be usable. All of them except the one by the ice arena have been unusable this year. The one by the ice arena is only available for hockey players on it. The rest of the rinks have been half dirt the whole year. Whoever snow plows the schools tears up huge chunks of grass along the whole side of the road and parking lot at Bridgewater and the middle school (back entrance specifically) and the bike path on the way to the middle school wasn't plowed good if at all. A couple kids were trying to ride their bike to school in the freezing cold and struggling big time because of all the snow chunks in the bike path along Roosevelt. The lack of available single family housing in Northfield is ridiculous. We do not need any more townhomes, apartments or condos! We need single family homes in the \$400,000-\$475,000 range with larger lots. And the property taxes are out of control here. Northfield has become more expensive to live than places closer to the cities like lakeville, rosemount etc. The constant barking dogs on McKinley Drive are a nuisance. Specifically at 1708 and 1711 (or 1713)
- The ice arena and water treatment plant feel like they are/ were being shoved down our throats. The rapid growth in the city share of property taxes are an issue that isn't getting through to the city manager or some political leaders. We need to restrain this growth and get the tax base to increase. We're becoming Edina with out the means to pay for it.
- The inability to replace the Archer House sends a strong message that Northfield is not thriving or a place in which to do business. The empty hole is a symbolic message that's very negative.
- The library needs more books and less stuff. Space isn't utilized to its fullest potential.
- The Northfield city Council and boards need to be open to citizens complaints.
- The police should in no way be cooperating with ice, and doing everything in their power to stop them.
- The property taxes are out of control and making it hard to afford living here. Too many vanity projects.
- The water treatment/manganese issue has been stressful as a pregnant person and with young children in our household. Crossing Highway three safely is also a concern for our family.
- There are pockets of town where the houses are in rough shape and need LOTS of maintenance and take away from the charm of Northfield. (Greenville, Linden, Spring). It would be nice to have streets plowed faster. On the north end of town (They Pkwy) it takes a long time for the streets to be done. I realize this is too specific, but it sure would be nice to have They Pkwy cleaned up.

The weeds are bad in the summer and there are a few (?) dead trees that should be taken out. We, the neighbors, have been trying to tackle the weeds on our own.

- There are some dangerous intersections in our neighborhood. Lincoln and Adams; Hayes and Fillmore, and Hayes and Roosevelt. Difficult to turn right because of bike barriers.
- There are some really lovely, helpful people who work at the city, and I want to highlight that first. There are also people from whom I didn't get a response. I filled out the form on the website twice and got no response, though to be fair, it was more than one year ago.
- There are zero softball fields for girls softball. Where's the equality for girls sports? Boys baseball is able to host tournaments for baseball on city property, however, girls softball can't even play a game on city property. Please support our girls and make fields compliant for fastpitch softball. We also need single family homes!!! Please start a new development for middle to upper income earners. Let's bring in more families to help increase school numbers. We also need industrial for jobs and tax revenue.
- There is a growing number of older residence and few children. Accessibility by car and parking is essential or many will move and there will be more shopping out of town.
- There is no need to have sidewalks and bike paths next to each other. Make one wider so both can use it. I have yet to hear of a severe accident with bike and pedestrian. Very rarely do I see them being used for the same purpose intended.
- There needs to be a sidewalk along Woodley Avenue by Highway three. People are always walking on the road.
- There needs to be a space to develop an industrial park.
- This may not be relevant to the question, but the biggest issue I have with Northfield is that taxes are WAY TOO HIGH. I am approaching retirement age, and I am concerned about whether we can even stay in Northfield. There needs to be some tax breaks for people over the age of 65!
- Trails are too fragmented. All other cities around us have longer and connect trails without street usage.
- Use resources to aid removing snow & ice from roadways, bike paths & sidewalks. Stop over designing bike lanes for more traffic than the streets will ever see. It's wasting more & resources.
- Use tax dollars in a way that serves all citizens. Not just low income. Stop pricing out young families.
- Walking facility for indoor when the weather is bad.
- Water misters in more places, along bike trails and walking trails.
- We do not need more bike lanes - we DO need more and safer sidewalks. Every street should have a sidewalk, that should be a priority over bike lanes. It's embarrassing that parks, boulevards, and general city property are not well maintained in the spring/summer/fall. There are always (yes, always), weeds and long grass visible in boulevards, sidewalks, parks, etc. One example: cherry park was full of thistles in the playground area last summer. It was not addressed until I called the city, and it came back quickly. Way park is full of weeds and long grass in the landscaping. Basic maintenance of what we have should be a priority over building something new. IF there is room in the budget for something new, please put in a splash pad for kids.
- We don't subscribe to the local newspaper, which is not up to the quality of a college town. Online information is helpful that is easily navigable.
- We lack tennis and Pickleball courts; more truly affordable housing interspersed in our neighborhoods; any new downtown development should complement the historic character of the downtown buildings.
- We live in town homes on E edge of town. The neighbor next to us has an open flame wood burning fire pit table just 5 feet from my sons bedroom and just 3 feet from my deck structure.

We are very afraid of this. My son has bad dreams and doesn't even want to sleep in his room, he thinks he may die. I wish there was some way people were checking and better enforcing fire safety rules and expectations. Bathroom facilities with drinking fountains and hand washing would be greatly appreciated at our sports facility parks. I don't know why the water was off at Spring Creek Soccer Complex for so long- people are going in search of water and have no options. Sad. And dangerous when it is hot and kids can't get drinks. While I appreciate the efforts to try to make roads safer for bikers- the size of bike lanes near Spring Creek seem excessive. Why a third of the street? It feels so tight for the cars that it seems unsafe driving so close to the cars while we pass each other. Can it even be plowed?? The guy who lives East of Family Fare has SO MANY Machines, old cars, junk, trailers on the street/his property regularly. I feel bad for his neighbors that they have to stare at his outhouse on the trailer in the street daily (unless there is snow and the guy moves it). This has continued for years.

- We love living here. Taxes are too high but we have what we need.
- We love the historic flavor of Northfield, the safety, restaurants and quality of life. Want to see these continued uncompromised.
- We need a water treatment plant and yes I know it comes with a cost. Do it!
- We need commercial development to help with the tax burden. I understand my property tax bill is not just the City, but the County and School District as well. We keep talking about affordable housing, but we don't talk enough about job opportunities for those who may need that housing, for a quality community you have to have both.
- We need sidewalks on West Woodley. We don't need more bike lanes. The back streets are very unsafe. The city should consider clearing sidewalks on major routes.
- We need to attract more businesses for tax base. Property taxes are unaffordable for most.
- When the city knows of a homeless person who is constantly causing issues of vandalism and theft in our community, there ought to be a way to deal with it and get the guy under closer supervision.
- Why are there no questions about Fifty North, the jewel of this community.
- Would like to see more input from citizens and decision-making versus consultants, presenting to staff and council.
- Yes, the city needs to provide handicapped parking that is safe and with access to the sidewalks without having to navigate a curb, I rarely patronize many businesses for that very reason. I don't like having to walk behind parked cars using my walker to gain access to the sidewalks from designated handicapped parking in Downtown Northfield. Many elderly people live in Northfield and I'm sure encounter the same problem. Also, businesses should be encouraged to provide better access. Hand railings should be provided if one needs to navigate steps. Please give this careful consideration. Something needs to be done. It would improve the quality of life for many of us who need safe and better accessibility.



Legislation Text

File #: 26-270, Version: 1

City Council Meeting Date: May 19, 2026

To: Mayor and City Council

From: Ben Martig, City Administrator

City Administrator's Update.

Summary Report:

Please see the following

- Upcoming Agenda Items List.

Alternative Options:

N/A

Financial Impacts:

N/A

Tentative Timelines:

N/A



City of Northfield

Upcoming Agenda Items

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

City Council

Tuesday, June 2, 2026

- TMP 26-381** Consideration of Summary Publication of Ordinance No. ____ Amending Section 2-26 of City Code Relating to 2027 and 2028 Mayor and City Council Compensation.
Drafter: Peterson
Notes: consent
- TMP 26-431** Consider Resolution Authorizing Application to the Regional Parks and Trail Commission for Designation of "Cannon River Regional Parks" as a Greater MN Regional Park.
Drafter: Martig
Notes: consent
- TMP 26-467** Consider Approving Disbursements totaling \$
Drafter: Grant
Notes: consent
- TMP 26-473** Consideration of Joint Powers Agreement Between Dakota County and the City of Northfield for the Conduct of the Post-Election Review
Drafter: Peterson
Notes: Consent
- TMP 26-475** Consideration of a Stormwater Maintenance Agreement with Carleton College.
Drafter: Simonson
Notes: Consent
- TMP 26-476** Consideration of a Stormwater Maintenance Agreement with St. Olaf College.
Drafter: Simonson
Notes: Consent
- TMP 26-407** Consider Resolution Accepting Public Improvements and Approving Final Payment for the 2024 College Street and Water Street Areas Reconstruction Project (STRT2024-A77).

Drafter: Simonson

Notes: Consent

TMP 26-408

Consider Resolution Accepting Public Improvements and Approving Final Payment for the Jefferson Parkway West Mill and Overlay and Mill Towns State Trail Improvements Project (STRT2024-A78).

Drafter: Simonson

Notes: Consent

TMP 26-428

Consider Resolution Supporting the Authority to Impose a Local Sales Tax to Fund Specific Capital Improvements Providing Regional Benefit, to Establish the Duration of the Tax and the Revenue to be Raised by the Tax, and to Authorize the City to Issue Bonds Supported by the Sales Tax Revenue.

Drafter: Martig

Notes: Regular #__ (15 min.)

TMP 26-283

Consider Resolution Receiving Charter Amendment to Section 4.1 of the City Charter and Calling for a Public Hearing on Charter Amendment Proposed to be Adopted by Ordinance.

Drafter: Martig

Notes: Regular #1 (10 min.); contingent on Charter vote and submission to Council

TMP 26-380

Consideration of Second Reading of Ordinance No. ____ Amending Section 2-66 of City Code Relating to 2027 and 2028 Mayor and City Council Compensation.

Drafter: Peterson

Notes: consent

TMP 26-329

Consider Economic Development Authority (EDA) Enabling Resolution.

Drafter: Martig

Notes: consent

TMP 26-318

Reports From the Mayor and Council Members.

Drafter: Martig

Notes: update

TMP 26-190

2026 First Quarter Financial & Investment Updates

Drafter: Angelstad

Notes: Presentation #2 (10 min)

- TMP 26-152** Discuss Safe Streets and Roads for All (SS4A) Planning RFP- Scope of Services.
Drafter: Bennett
Notes: Regular #__ (__ min.)
- TMP 25-954** City Administrator's Update.
Drafter: Martig
Notes: update
- TMP 26-138** City Administrator's Update.
Drafter: Martig
Notes: update
- TMP 26-462** 2025 Annual Police Report brief
Drafter: Schroepfer
Notes: Presentation #1 (20 min.)
- TMP 25-752** Consider Approval of May 19, 2026 City Council Meeting Minutes.
Drafter: Peterson
Notes: consent

Tuesday, June 9, 2026

- TMP 26-385** Presentation of the City of Northfield Annual Comprehensive Financial Report for the Year Ended December 31, 2025.
- TMP 26-386** Review and Discussion of 5-year Capital Improvement Plan (CIP).
- TMP 26-387** Review and Discussion of 5-year Capital Equipment Plan (CEP).

Tuesday, June 16, 2026

- TMP 26-388** Consideration of Acceptance of the City of Northfield Annual Comprehensive Financial Report for the Year Ended December 31, 2025.
- TMP 26-282** Public Hearing Related to Charter Commission Proposed Ordinance Amending Section 4.1 of the Northfield City Charter.
Drafter: Martig
Notes: Public Hearing #1 (15 min.)
- TMP 25-647** Consider approval of agreement with Post Consumer Brands. for Ames Mill Dam Ownership Transfer to the City of Northfield.
Drafter: Bennett

Notes: Regular #__ (15 min.)

TMP 26-006 Summary Publication Notice for the Text Amendment to Park Dedication Fees.

Drafter: Schmidt

Notes: consent

TMP 26-185 Consider Approval of Grant Contract Agreement with the State of Minnesota for Local Housing Trust Fund Grant (2025) in the Amount of \$150,000.

Drafter: Hanson

Notes: consent

TMP 26-249 Consider Resolution Providing for the Issuance and Sale of General Obligation Street Reconstruction and Equipment Bonds, Series 2026A in the Proposed Aggregate Principal Amount of \$4,440,000.

Drafter: Bennett

Notes: Regular #__ (__ min.)

TMP 25-846 Consider Resolution approving Contract with the State of Minnesota for the Reconstruction of the Mill Towns State Trail in Sechler Park.

Drafter: Bennett

Notes: consent

TMP 26-430 Consider Resolution Naming Cannon River Regional Park.

Drafter: Martig

Notes: consent

TMP 26-457 Consider Resolution Accepting Bids and Awarding Contract for Northwest Area Water Tower Site.

Drafter: Wagner

Notes: Consent

TMP 26-280 Consider Ordinance Amending Section 4.1 of the Northfield City Charter (First Reading).

Drafter: Martig

Notes: Immediately After Public Hearing #1 (5 min.)

TMP 26-003 First Reading of Ordinance to Amend Chapter 34: Land Development Code: Article 5. Subdivision of Land. 5.26 Parks, Trails and Open Space Dedication Related to Park & Trail Dedication Fees.

Drafter: Schmidt

Notes: Regular #__ (20 min.)

TMP 26-005 Second Reading of Ordinance to Amend the Text Related to Park & Trail Dedication Fees.

Drafter: Schmidt

Notes: Consent

TMP 26-151 Consider Approval of Safe Streets and Roads for All (SS4A) Planning Grant with FHWA.

Drafter: Bennett

Notes: Consent

TMP 26-319 Reports From the Mayor and Council Members.

Drafter: Martig

Notes: update

TMP 25-955 City Administrator's Update.

Drafter: Martig

Notes: update

TMP 26-139 City Administrator's Update.

Drafter: Martig

Notes: update

TMP 26-429 Presentation and Review of Cannon River Regional Park Designation.

Drafter: Martig

Notes: Regular #2 (30 min.)

TMP 25-894 Presentation from the Convention and Visitors Bureau.

Drafter: Martig

Notes: Presentation #__ (10 min.); confirmed 5/4

TMP 25-889 Northfield Historical Society Annual Presentation.

Drafter: Martig

Notes: Presentation #__ (10 min.); confirmed 05/01/26

TMP 25-753 Consider Approval of June 2, 2026 City Council Meeting Minutes.

Drafter: Peterson

Notes: consent

TMP 25-754 Consider Approval of June 9, 2026 City Council Work Session Minutes.

Drafter: Peterson

Notes: consent

Tuesday, July 7, 2026

TMP 26-284 Consider Summary Publication of Ordinance No. XXXX Amending Section 4.1 of the Northfield City Charter.

Drafter: Peterson

Notes: Regular #__ (__min.)

TMP 26-348 Consider Motion Approving Safe Streets 4 All (SS4A) Grant Agreement.

Drafter: Simonson

Notes: Regular #__ (20 mins.)

TMP 26-331 Consider Approval of Updated Economic Development Authority (EDA) Enabling Resolution.

Drafter: Martig

Notes: consent

TMP 26-465 Consideration of Approval of Professional Services Contract with Engineering Firm for the Wastewater Treatment Plant Pretreatment, Primary and Generator Project.

TMP 26-472 Consideration of a Conditional Use Permit for Off-Street Parking at 212 Division St. S.

TMP 26-281 Consider Ordinance Amending Section 4.1 of the Northfield City Charter (Second Reading).

Drafter: Martig

Notes: Regular #__ (5 min.)

TMP 25-986 Reports From the Mayor and Council Members.

Drafter: Martig

Notes: update

TMP 26-140 City Administrator's Update.

Drafter: Martig

Notes: update

TMP 25-755 Consider Approval of June 16, 2026 City Council Meeting Minutes.

Drafter: Peterson

Notes: consent

Tuesday, July 14, 2026

TMP 26-290 Discussion on Organized Curbside Compost.

Drafter: Bennett

Notes: Work Session #1 (__ min.)

TMP 25-886 Review Fee Schedule Changes effective January 1, 2027.

Drafter: Peterson

Notes: #__ (20 min.)

TMP 26-389 2027-2028 Budget Worksession.

Tuesday, July 21, 2026

TMP 26-413 Consider Approval of Agreement with MnDOT for Railroad Crossing Signal Improvement at Third Street, Second Street, and St. Olaf Avenue.

Drafter: david.bennett@ci.northfield.mn.us

TMP 25-887 Consider Approval of Temporary Liquor Licenses for the Defeat of Jesse James Days Committee.

Drafter: Peterson

Notes: consent

TMP 26-179 Consider Approval of Sale of Property at 1600 Riverview Ln by Northfield Hospital + Clinics.

Drafter: Bennett

Notes: #1 Immediately Following Public Hearing #1 (5 min.)

TMP 26-477 Consider Resolution Providing for the Issuance and Sale of \$_____ General Obligation Street Reconstruction and Equipment Bonds, Series 2026A.

TMP 26-177 Public Hearing on Sale of Property in at 1600 Riverview Ln (Northfield Hospital + Clinics)

Drafter: Bennett

Notes: Public Hearing #1 (5 min.)

TMP 26-141 City Administrator's Update.

Drafter: Martig

Notes: update

TMP 25-893

Age Friendly Northfield (AFN) Mid-Year Presentation.

Drafter: Martig

Notes: Presentation #__ (10 min.); confirmed 5/4/26

TMP 25-768

Consider Approval of July 7, 2026 City Council Meeting Minutes.

Drafter: Peterson

Notes: consent

TMP 25-769

Consider Approval of July 14, 2026 City Council Work Session Minutes.

Drafter: Peterson

Notes: consent