



Legislation Text

File #: Res. 2026-012, Version: 1

City Council Meeting Date: January 6, 2026

To: Mayor and City Council
City Administrator

From: Sean Simonson, Engineering Manager
David E. Bennett, PE - Public Works Director/City Engineer

Subject:

Consider Resolution Approving Plans and Specifications and Order Advertisement for Bids for the Spring Creek Road Reconstruction & Mill Towns State Trail Project (STRT2026-A84).

Action Requested:

The Northfield City Council approves the attached Resolution (Attachment 1) Approving the Plans and Specifications for the Spring Creek Road Reconstruction & Mill Towns State Trail Project (STRT2026-A84) and Authorizes the Ad for Bid.

Summary Report:

City Council Accepted the Feasibility Report and Authorized Preparation of Plans and Specifications for the Spring Creek Road Reconstruction & Mill Towns State Trail Project (STRT2026-A84) at the February 4, 2025, City Council meeting via Resolution 2025-018 which included the following improvements (Attachment 3):

- Spring Creek Road from Huron Court to Woodley Street (Reconstruction)
- Mill Towns State Trail Construction - Woodley Street to Spring Creek

Staff held a third neighborhood meeting on Wednesday, December 10, 2025, to present final plans to adjacent property owners along the project corridor. There were no strong opinions against the design that is being proposed, and overall feedback was positive about the upcoming project.

The final design includes the following improvements that were added to the Woodley Street and Spring Creek Road intersection since the approval of the feasibility report: (Attachment 4)

- High visibility crosswalk markings
- Crosswalk warning signs
- Overhead streetlights
- Dynamic feedback speed sign

Alternative Options:

The City Council could delay this project; however, the deterioration of these roads will continue.

Financial Impacts:

This project will be funded through a variety of sources including Bonding, Franchise Fees, Capital Reserve Fund, Storm Fund, Sanitary Fund, Water Fund, and Municipal State Aid (MSA) The proposed project costs and funding tables are below:

ESTIMATED PROJECT COSTS		
	FEASIBILITY COSTS	APPROVE PLANS
Street	\$1,119,403	\$1,086,394
Trail	\$61,496	\$126,612
Storm Sewer	\$119,010	\$177,655
Sanitary Sewer	\$2,650	\$34,265
Watermain	\$336,985	\$503,514
Subtotal	\$1,639,544	\$1,928,440
Construction Contingency (10%)	\$327,909	\$192,844
Total Construciton	\$1,967,453	\$2,121,283
Art (1%)	\$19,675	\$21,213
Total with Art	\$1,987,127	\$2,142,496
Overhead (20 %)	\$397,425	\$428,499
Easement Costs	\$25,600	\$30,400
Total Project Costs	\$2,410,153	\$2,601,396

ESTIMATED TOTAL PROJECT FUNDING		
	FEASIBILITY FUNDING	APPROVE PLANS
Municipal State Aid (MSA)	\$1,588,687	\$1,617,179
Franchise Fees	\$400,000	\$30,400
Storm Fund	\$160,107	\$236,850
Sanitary Fund	\$3,565	\$45,682
Watermain Fund	\$453,353	\$671,285
Art (Capital Reserve)	N/A	\$21,213
Total Project Costs	\$2,605,711	\$2,601,396

ART 1% FUNDING ALLOCATION	
	APPROVE PLANS
Storm Fund	\$1,954
Sanitary Fund	\$377
Watermain Fund	\$5,539
Capital Resreve Fund (Street Share	\$13,343
Total Project Costs	\$21,213

Tentative Timelines:

See the attached project process (Attachment 4) which details the timeline for the Spring Creek Road Reconstruction & Mill Towns State Trail Project.

CITY OF NORTHFIELD, MINNESOTA
CITY COUNCIL RESOLUTION 2026-012
APPROVING PLANS AND SPECIFICATIONS AND
AUTHORIZING ADVERTISEMENT FOR BIDS
SPRING CREEK ROAD RECONSTRUCTION AND MILL TOWNS STATE TRAIL
IMPROVEMENTS PROJECT
STRT2026-A84

WHEREAS, City staff has prepared plans and specifications for 2026 Improvement No. A84 – Spring Creek Road Reconstruction and Mill Towns State Trail Improvements Project; and, has presented such plans and specifications to the Council for approval; and,

WHEREAS, the following improvements are included in Improvement No. A84:

- Spring Creek Road from Huron Court to Woodley Street (Street Reconstruction)
- Mill Towns State Trail from Woodley Street to Spring Creek (Trail Construction)

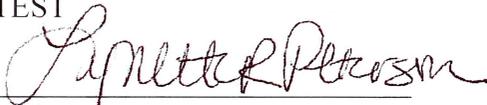
WHEREAS, staff will work with the County Engineer to bring to the County Board to explore further safety considerations at that intersection Spring Creek Road and Woodley St. (CSAH 28) to include a 4-way stop, or Red Flashing HAWK Signal System, and implement speed control measure for vehicles entering the City from east on CSAH 28.

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

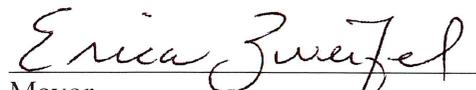
1. Such plans and specifications, copies of which are available on the City of Northfield’s website, are hereby approved.
2. The City Clerk shall prepare and cause to be inserted in the official paper, Northfield News, and on the MnDOT e-Advert website, advertisement for bids upon the making of such 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 February 5, 2026 at which time they will be publicly opened in the Council Chambers of the City Hall by the City Clerk and City Engineer, will then be tabulated, and will be considered by the Council at 6:00 p.m. on February 17, 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.

^p
PASSED by the City Council of the City of Northfield on this 6th day of January 2026.

ATTEST



City Clerk



Mayor

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

CITY OF NORTHFIELD, MINNESOTA
CITY COUNCIL RESOLUTION 2026-012
APPROVING PLANS AND SPECIFICATIONS AND
AUTHORIZING ADVERTISEMENT FOR BIDS
SPRING CREEK ROAD RECONSTRUCTION AND MILL TOWNS STATE TRAIL
IMPROVEMENTS PROJECT
STR2026-A84

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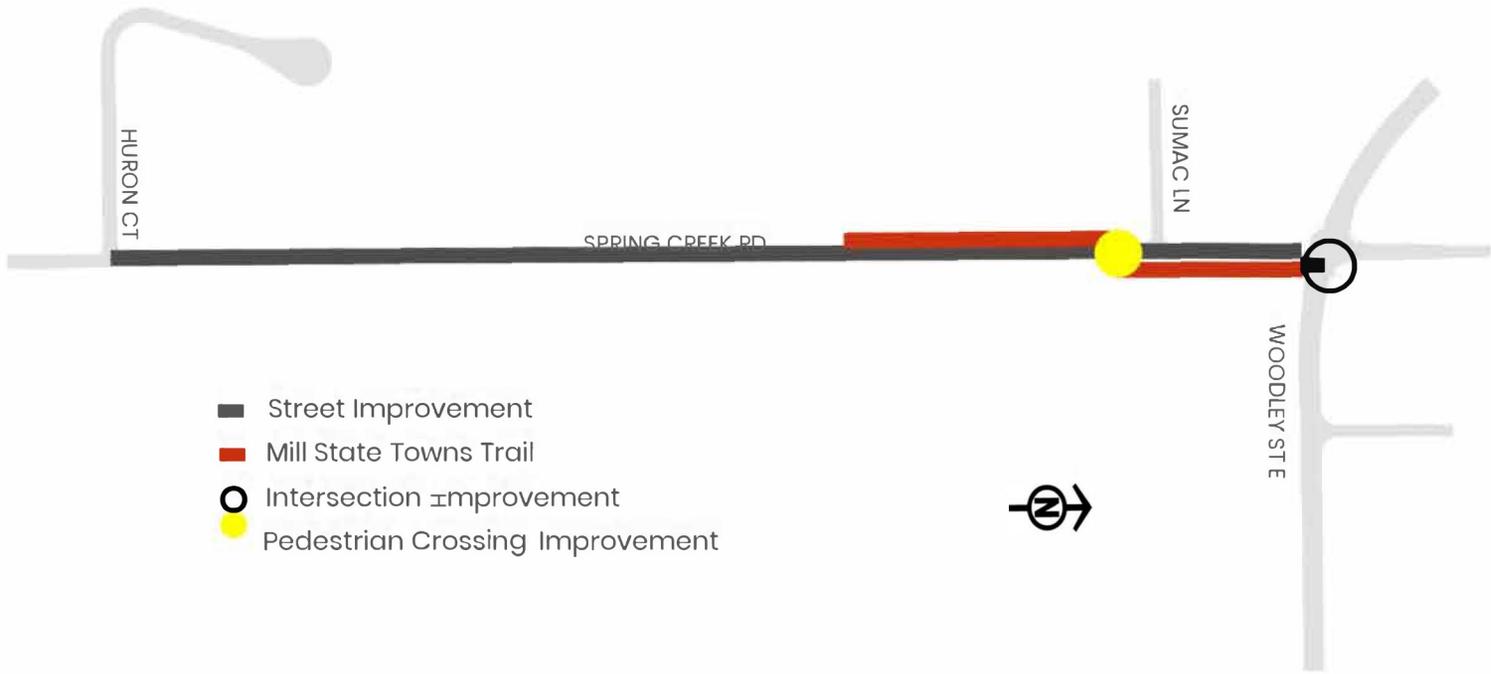
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ATTEST

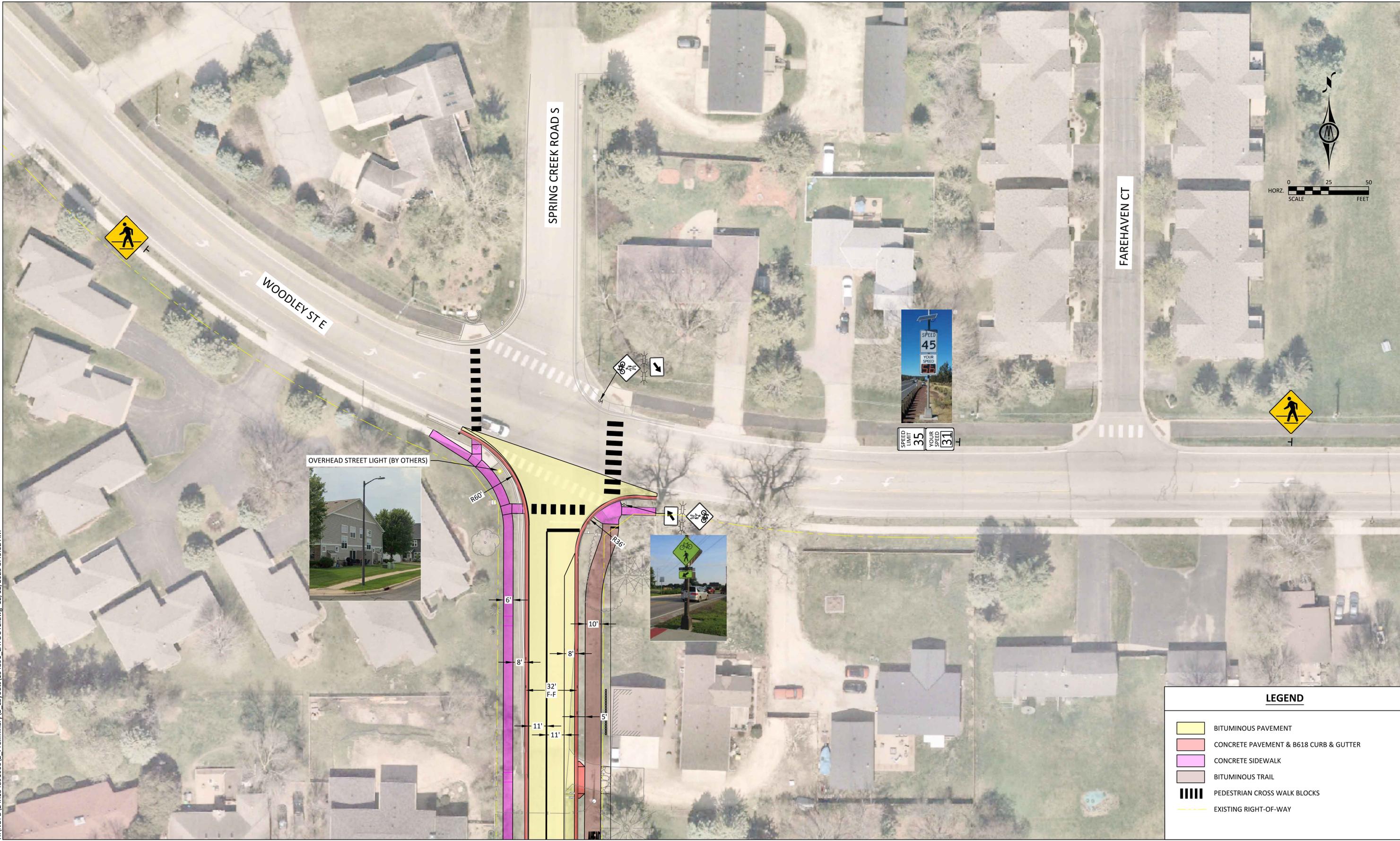
City Clerk

Mayor

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



- Street Improvement
- Mill State Towns Trail
- Intersection Improvement
- Pedestrian Crossing Improvement



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LEGEND	
	BITUMINOUS PAVEMENT
	CONCRETE PAVEMENT & B618 CURB & GUTTER
	CONCRETE SIDEWALK
	BITUMINOUS TRAIL
	PEDESTRIAN CROSS WALK BLOCKS
	EXISTING RIGHT-OF-WAY

2026 Spring Creek Road Reconstruction & Mill Towns State Trail Improvements Project (STRT2026-A84)

The following actions detail the proposed process track for local improvements.

Date¹	Project Step	Purpose of Step	Council Action	Staff Action
June 4, 2024	Order preparation of Feasibility Report	Ordering the Feasibility Report will allow Staff to create a Feasibility Report that will allow the Engineer to analyze the potential project and estimate initial project costs.	Resolution 2024-056	
July 9, 2024	Approve Professional Services Agreement	Approve Professional Services Agreement for Design and Construction Services	Motion	
October 10, 2024	Neighborhood Meeting	The intent of this meeting is to inform the neighborhood of the upcoming project and seek input on the improvements, which will be summarized for City Council.		Mail Notice September 26, 2024
January 21, 2025	Council discussion of Draft Feasibility Report			
February 4, 2025	Accept Feasibility Report and Authorize Preparation of Plans and Specifications	The engineer will present the Feasibility Report, the proposed project, and an initial cost estimate.	Resolution 2025-018	
May 20, 2025	Council discussion on the Woodley Street and Spring Creek Road Intersection			
February 2025 – Jan 2026	ROW / Easement acquisition			
December 10, 2025	2 nd Neighborhood Meeting	The intent of this meeting is to inform the neighborhood of the upcoming project and seek input on the improvements, which will be summarized for City Council.		Mail Notice November 25, 2025
January 6, 2026	Approve Plans and Order Advertisement for Bids	Final approval of plans for bidding	Resolution 2026-XXX	
January 14, 21, 28, 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 January 9, 2026
February 5, 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.		
February 17, 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-XXX	
May 2026	Property Owner Meetings	Individual meetings with property owners will be scheduled to go over the details of construction and document existing conditions.		
May – 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.		
July 2027	Accept Improvements and Authorize Final Payment		Resolution 2027-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.



MEMORANDUM

DATE: January 6, 2026

To: Honorable Mayor & City Council

CC: Dave Bennett, Director of Public Works/City Engineer; Jeff Schroepfer, Police Chief; Scott Wopata, Community Development Director; Lynette Peterson, City Clerk; Michelle Mahowald, Communications & Human Resources Director; Natalie Draper, Director of Library Services; Brenda Angelstad, Finance Director; Chris Hood, City Attorney

From: Ben Martig, City Administrator

RE: "Supplemental Agenda Background Memo" for January 6, 2026 No. 1.

Summary Report:

The following is an update on agenda items as supplemental background agenda information made available for Tuesday January 6, 2026:

23. Res. 2026-010 Consider Resolution Approving Sponsorship of the MnDOT Transportation Alternatives Grant Application for the funding year 2030 - Lincoln Parkway Walking and Biking Improvement Project

Please see the alternative resolution and revised presentation.

At the November 4, 2025 City Council Meeting, Council discussed and authorized staff to prepare a Transportation Alternatives grant for the Walking and Biking Improvement project on Lincoln Parkway. During the discussion, some Councilors requested an option of a shared use path for the walking and biking facility (combined facility) vs. a separated biking and walking facility. The combined walking and biking facility is different from the approved concept from Council (2024-019).

Staff has prepared an alternative resolution that would clarify that Council intent is to submit for the shared use path for a combined walking and biking facility. Staff does not have a revised cost at this point but is expected to be significantly less in cost, which would benefit in reduced State Aid Funds that could be used for another designated roadway in the City for either maintenance or other improvement. If this option is approved, staff will update and finalize the grant with this intention. All other items in front of the schools, such as turn lanes and bumpouts would still be included

with the project. Council can also choose to pass the initial resolution included in the packet that does not support a combined walking and biking facility.

Also, at a meeting with Erin Bailey (Director of Community Education) and Sam Richardson (Greenvale Principal) they are very supportive of the project and also brought up one item related to a left turn lane into the Northfield Community Education Center that the City would explore further should we be awarded the grant.

A motion to approve the “original resolution” or to approve the “alternative shared use path resolution” would be sufficient for either option.

If an application is approved, staff will follow up with additional information including revised cost estimates after prepared.

25. Res. 2026-012 Consider Resolution Approving Plans and Specifications and Order Advertisement for Bids for the Spring Creek Road Reconstruction & Mill Towns State Trail Project (STRT2026-A84).

Please see the attached presentation.



Spring Creek Road Reconstruction and Mill Towns State Trail Improvements

Approving Plans and Specifications and Order Advertisement for Bids for the Spring
Creek Road Reconstruction & Mill Towns State Trail Project

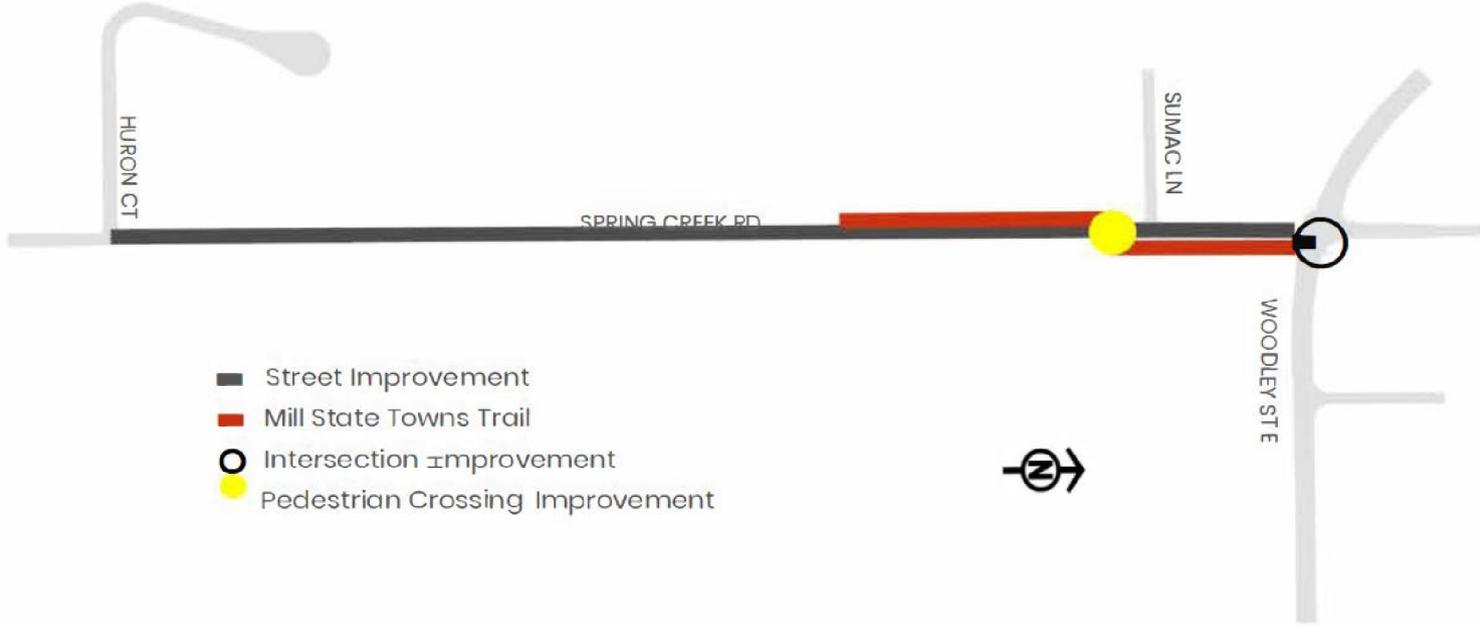
City Council Meeting
January 6, 2026

Agenda



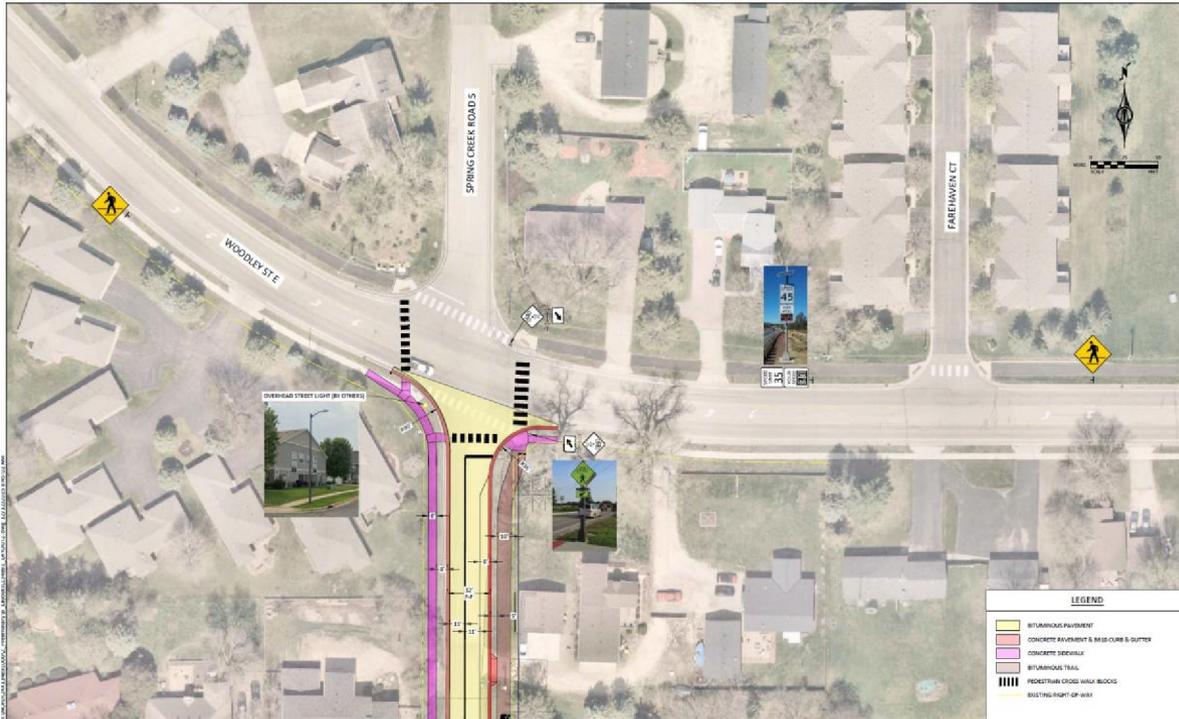
- Project Location
- Woodley Street and Spring Creek Road Intersection Improvements
- Estimated Project Costs & Funding
- Project Schedule

Project Location



- Street Improvement
- Mill State Towns Trail
- Intersection Improvement
- Pedestrian Crossing Improvement

Proposed Intersection Improvements



- High Visibility Crosswalk Markings
- Crosswalk Warning Signs
- Overhead Streetlights
- Dynamic Feedback Speed Sign
- Rapid Rectangular Flashing Beacon (by others)

Estimated Project Costs & Funding



Estimated Project Costs

Streets	\$ 1,086,964
Trail/Walk	\$ 126,612
Storm	\$ 177,655
Sanitary Sewer	\$ 34,265
Watermain	\$ 503,514
Subtotal	\$ 1,928,440
Construction Contingency (10%)	\$192,844
Total Construction	\$2,121,283
Art (1%)	\$21,213
Total with Art	\$2,142,496
Overhead (20%)	\$428,499
Easement Costs	\$30,400
Total Project Costs	\$ 2,601,396

Project Funding Sources

Municipal State Aid	\$ 1,617,179
City Franchise Fees	\$ 30,400
Storm Fund	\$236,850
Sanitary Sewer Utility Fund	\$ 45,682
Watermain Utility Fund	\$ 671,285
Total Funding	\$ 2,601,396

Project Schedule



June 4, 2024 City Council Order Preparation of Feasibility Report

October 10, 2024 Neighborhood Meeting #1

January 21, 2025 Council Discussion of Draft Feasibility Report

February 4, 2025 Council Meeting to Accept Feasibility Report & Authorize Preparation of Plans & Specifications

February – Jan 2026 Right-of-Way and Easement Acquisition

December 10, 2025 Neighborhood Meeting #2

January 6, 2026 Council Meeting to Approve Plans and Specifications and Order Advertisement for Bids

February 5, 2026 Bid Opening

February 17, 2026 Accept Bids and Award Contract

May 2026 – November 2026 Construction



Questions?

Spring Creek Road Reconstruction and Mill Towns State Trail
Improvements

Approving Plans and Specifications and Order Advertisement for Bids for
the Spring Creek Road Reconstruction & Mill Towns State Trail Project