

City of Northfield

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



Meeting Agenda

Tuesday, January 20, 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. [26-043](#) Oath of Office Ceremony for Northfield Police Department Officer Fernando Sanchez-Elioza.

Attachments: [1 - Oath of Office - Police Officer](#)

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.

2. [26-044](#) Consider Approval of January 6, 2026 City Council Meeting Minutes.

Attachments: [1 - 01-06-26 Council Meeting Minutes](#)

3. [26-045](#) Consider Approval of January 13, 2026 City Council Work Session Minutes.

Attachments: [1 - 01-13-26 Council Work Session Minutes](#)

4. [26-046](#) Consider Approving Disbursements totaling \$4,024,870.88

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

5. [Res. 2026-013](#) Consider Adopting Amended Schedule for 2026 City Council Meetings.

Attachments: [1 - Resolution Setting Amended Council Dates 2026](#)
 [2 - 2026 Amended Council Schedule](#)
 [3 - MN SOS Precinct Caucuses link](#)
 [4 - MN Statute 202A.19 link](#)

6. [26-047](#) Consider Approval of Mayoral Board and Commission Appointments.

7. [26-048](#) Consider Approval of Amended 2025-2027 Annual Service Contract for Northfield Historical Society.

Attachments: [1 - Northfield History Center 2025-2027 Agreement AMENDED V. 2 REDLINE](#)
 [2 - Northfield History Center 2025-2027 Agreement AMENDED V. 2 CLEAN](#)

8. [Res. 2026-014](#) Approve application for premises permit for the Waterford Warriors Snowmobile Club at Applebee's.

Attachments: [1 - Premises permit resolution](#)

9. [26-049](#) Consideration of a Capital Membership Agreement with the City of Lakeville for Use of the FiRST Center Public Safety Training Facility

Attachments: [1 - FiRST Center Contract 120525](#)

REPORTS FROM THE MAYOR AND COUNCILMEMBERS

10. [26-050](#) Reports From the Mayor and Council Members.

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.

11. [26-051](#) Consider Motion Approving the Plans and Specifications for the Dresden Hill Park Playground Improvements and Authorize Bids.

Attachments: [1 - FOR APPROVAL - Dresden Hill Playground Approval Plan.pdf](#)
 [2 - PRESENTATION Dresden Hill Playground Improvement](#)

12. [26-052](#) Consider Approving the Plans and Specifications for the Central Park Playground Improvement Site Improvements and Authorize Bids.

Attachments: [1 - FOR APPROVAL - Central Playground Approval Plan](#)
 [2 - PRESENTATION Northfield Central Park Playground Improvment](#)
 [3 - HPC Resolution 2026-001_COA](#)

13. [Res. 2026-015](#) 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.

Attachments: [1 - RESOLUTION Requesting Local Sales Tax](#)
 [2 - PRESENTATION Local Option Sales Tax](#)

ADMINISTRATORS UPDATE

14. [26-053](#) City Administrator's Update.

Attachments: [1 - Rice County Transportation](#)
 [2 - Upcoming Council Agenda Items \(01-16-26\)](#)

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 #: 26-043, Version: 1

City Council Meeting Date: January 20, 2026

To: Mayor and City Council
City Administrator

From: Jeff Schroepfer, Chief of Police

Oath of Office Ceremony for Northfield Police Department Officer Fernando Sanchez-Elloza.

Action Requested:

City Clerk, Lynette Peterson, will administer the Oath or Affirmation of Office to Police Officer Fernando Sanchez-Elloza.

Summary Report:

Officer Fernando Sanchez was hired in the last several months to fill a vacancy for the position of Police Officer. We will be ceremoniously administering the Oath of Office to him as he assumes his new role in the Police Department. This ceremony will be done in person in front of the City Council.

Police Chief Jeff Schroepfer will introduce Officer Sanchez and City Clerk Lynette Peterson will administer the Oath of Office. Following the oath, Officer Sanchez's family will pin on his badge. Councilors will then take a photo with the officer and are encouraged to congratulate the Officer on their new role. Members of the Police Department and friends and family of the new officer are expected to be in attendance and will leave the Council Chambers immediately following this agenda item.

Officer Fernando Sanchez-Elloza was born in Mexico and came to the U.S. at a very young age. He grew up in Southern California before moving to Faribault, Minnesota in 1999. Fernando has four siblings, three living in Minnesota and one in Colorado. He has been married to his wife, Angela, for the last 15 years.

Fernando attended Faribault High School and graduated from Faribault's Bethlehem Academy. Fernando then attended St. Mary's University in Winona where he began a Criminal Justice Degree. Unfortunately, due to a medical event with Fernando's mother, he decided to place his education on hold and began working random jobs to provide for himself and family.

In 2006, Fernando decided to join the Faribault Police Department Reserve Unit where he got to interact with the department's full-time officers. He enjoyed being part of community events, assisting officers on different kinds of calls, and making his community a better place to live.

In 2017, Fernando was hired as a 911 Emergency Dispatcher at the Rice Steele 911 Dispatch Center in Owatonna, where he had an opportunity to see and hear what law enforcement daily operations was really about. While dispatching at the 911 Rice Steele 911 Dispatch Center, he was also employed at the Owatonna Hospital as a Security Officer. During that time, Fernando decided to pursue a career in law enforcement.

In 2020, Fernando graduated with an Associate of Science Degree in Law Enforcement and Corrections from Riverland Community College and completed Skills Program at Rochester Community and Technical College.

In March of 2021, Fernando was hired as a Detention Deputy at the Freeborn County Adult Detention Center. In July of 2024, Fernando was hired as a Correctional Officer at the Rice County Sheriff's Office.

In September of 2025, Fernando accepted the position as a Northfield Police Officer.

Fernando's goals as a new Northfield Police Officer are to make Northfield a better place to live while upholding high ethical standards, integrity, and a commitment to fairness and the rule of law. Fernando is a fluent-Spanish speaking officer and enjoys helping his fellow officers to make their jobs easier when it comes to non-English speakers and Spanish speaking only community members.

During his free time, Fernando enjoys being an active member of his church, spending time with his family, traveling around the U.S., and going out for walks with his dog, Lola.

Fernando wants to thank his role models and mentors, Retired Faribault Police Sergeants Richard Watkins and Al Shuda, along with Retired Faribault Police Captain Jason Severson, his entire family, and friends for supporting him during this process, but more importantly thanks the Northfield Police Department for giving him an opportunity to work alongside the great men and women of this police department.

Finally, Fernando hopes to make a career as a Police Officer with the City of Northfield and hopes to make a positive impact in the City of Northfield and its community members.

Officer Sanchez is completing field training, where he was assigned to a Field Training Officer (FTO). The FTO works with the new officer on every shift and instructs them on learning their job as a police officer. During the field training process new officers are evaluated daily through observation and written reports of their performance by the FTO. Officers are generally in field training for their first many months on the job.

Alternative Options:

N/A

Financial Impacts:

N/A

Tentative Timelines:

N/A



OATH OF OFFICE

STATE OF MINNESOTA }
COUNTY OF RICE/DAKOTA } ss.
CITY OF NORTHFIELD }

I, _____, do solemnly swear to support the Constitution of the United States, the Constitution of the State of Minnesota, and to discharge faithfully the duties of Police Officer for the City of Northfield, to the best of my knowledge and ability, so help me God.

Subscribed and sworn to before me this 7th day of May, 2024.

(Seal)

I, _____
do solemnly swear
to support the Constitution of the United States,
the Constitution of the State of Minnesota,
and to discharge faithfully
the duties of Police Officer
for the City of Northfield,
to the best of my knowledge and ability,
so help me God.



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Legislation Text

File #: 26-044, **Version:** 1

City Council Meeting Date: January 20, 2026

To: Mayor and City Council
City Administrator

From: Lynette Peterson, City Clerk

Consider Approval of January 6, 2026 City Council Meeting Minutes.

Action Requested:

The City Council is asked to consider approval of the January 6, 2026 City Council Meeting Minutes.

Summary Report:

N/A

Alternative Options:

N/A

Financial Impacts:

N/A

Tentative Timelines:

N/A



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Meeting Minutes - Draft City Council

Tuesday, January 6, 2026

6:00 PM

Council Chambers

6:00 PM - CITY COUNCIL MEETING AGENDA

CALL TO ORDER

Mayor Zweifel called the meeting to order at 6:01 p.m.

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

Also present: Community Development Director Scott Wopata; Public Works Director/City Engineer David Bennett; Engineering Manager Sean Simonson; Police Chief Jeff Schroepfer; Library Director Natalie Draper, City Administrator Ben Martig and City Clerk Lynette Peterson. City Attorney Chris Hood attended remotely.

OPEN PUBLIC COMMENT

None.

APPROVAL OF AGENDA

Mayor Zweifel noted Supplemental Agenda Background Memos No. 1 and 2.

A motion was made by Council Member Beumer, seconded by Council Member Ness, to approve the agenda. The motion carried by the following vote:

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

PRESENTATIONS

1. [26-001](#) Presentation - Stormwater Pollution Prevention Poster Contest Winners.

Engineering Manager Sean Simonson introduced the item along with Emma Harte, Clean River Partners, and James McDermott, Water Quality Technician. The City of Northfield and Clean River Partners host an annual poster contest with local elementary schools. This year, second through fifth grade students from Prairie Creek Community School, Greenvale Park Elementary, Spring Creek Elementary, St. Dominic Elementary and Bridgewater Elementary schools were asked to design a post with the theme "Stormwater Heroes". This year, a record 170 posters were submitted for the contest: 2025 winners are as follows:

Grades 2-3

1st place - Wagner Whitney, 3rd Grade, Prairie Creek Community School; 2nd place -

Sophia Orrego Zapata, 3rd Grade, Spring Creek Elementary; 3rd Place - Jameson Weaver, 3rd Grade, Bridgewater Elementary; Honorable Mention - Alfonso Abad, 3rd Grade, Spring Creek Elementary, and Hannah Schrader, 3rd Grade, Spring Creek Elementary.

Grades 4-5

1st Place - Ingrid Jorgenson, 4th Grade, Prairie Creek Community School; 2nd Place - Ellen Van Someren 5th Grade, Prairie Creek Community School; 3rd Place - Caroline Griemann, 5th Grade, Prairie Creek Community School; Honorable Mention - Liv Tapper, 5th Grade, Bridgewater Elementary, and Henry Davis, 5th Grade, Prairie Creek Community School.

A group photo was taken after the presentation.

CONSENT AGENDA

Councilor Ness asked a clarifying question on the disbursements.

A motion was made by Council Member Peterson White, seconded by Council Member Ness, 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. [26-002](#) Consider Approval of December 2, 2025 City Council Meeting Minutes.

A motion was made by Council Member Peterson White, seconded by Council Member Ness, to approve the Consent Agenda. The motion carried by the following vote:

3. [26-003](#) Consider Approving Disbursements totaling \$10,507,348.43

A motion was made to approve the Consent Agenda. The motion carried by the following vote:

4. [26-004](#) Consider Designation of Official Newspaper.
5. [26-005](#) Consider Designation of Official Depositories for the City of Northfield
6. [Res. 2026-001](#) Consider Amendments to Council Rules of Business and Appendices.
7. [Res. 2026-002](#) Consider Amendments to Board and Commission Rules of Business and Appendices.
8. [Res. 2026-003](#) Review and Approval of Amended 1.09 Council Representation on Boards and Commissions Policy.
9. [Res. 2026-004](#) Review and Approval of Amended 2.03 Meeting Room Policy.
10. [Res. 2026-005](#) Consideration of a Resolution for the approval of the cannabis retail registration application for Maverick Greens L.L.C. to operate a cannabis microbusiness

with a retail operations endorsement at 2010 Jefferson Rd. Suite C.

11. [26-006](#) Consider approval of Tobacco License Renewal.
12. [26-007](#) Consider Approval of Lease Agreement with Northfield Senior Citizens Inc. d.b.a. FiftyNorth.
13. [Res. 2026-006](#) Consider Resolution Setting Bond Sale and Authorizing Application for MN Credit Enhancement for Utility Bonds for Jefferson Parkway/Sandstone Street Utility Extension Project.
14. [Res. 2026-007](#) Consider Resolution Amending 2026 Carted Yard Waste Rate.
15. [26-008](#) Contract Approval to Hire Houseal Lavigne to Update & Redesign the City's Zoning Code.
16. [Res. 2026-008](#) Community Development Block Grant - Consider Adopting Resolution in Support of Fiscal Year 2026 Allotment of Program Funds.

PUBLIC HEARINGS AND RELATED ACTION

17. [26-009](#) Public Hearing for Liquor License for Northfield Ballroom Inc. DBA Northfield Ballroom, 450 Montessori Court.

Mayor Zweifel declared the public hearing open at 6:12 p.m. City Clerk Lynette Peterson introduced the item. Rick Tonjum, Realtor for the Northfield Ballroom, addressed the Council regarding the licensees and their plans for the Northfield Ballroom.

A motion was made by Council Member Ness, seconded by Council Member Holmes, to close the Public Hearing at 6:15 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

18. [26-010](#) Consideration of New Liquor License for Northfield Ballroom Inc. DBA Northfield Ballroom at 450 Montessori Court.

A motion was made by Council Member Sokup, seconded by Council Member Ness, to approve the On-Sale Intoxicating Liquor and Sunday Liquor licenses for Northfield Ballroom Inc. DBA Northfield Ballroom. 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

19. [26-011](#) Public Hearing on Adopting the Street Reconstruction and Overlay Plan (SROP) and Issuance of Street Reconstruction and Overlay Bonds.

Mayor Zweifel declared the public hearing open at 6:16 p.m. Public Works Director/City Engineer David Bennett introduced Nick Anhut with Ehlers Financial Advisors. Anhut gave background information for the street reconstruction and overlay bonds. The plan

is to issue bonds for up to \$4,750,000 for street reconstruction projects. Anhut answered questions from the Council.

A motion was made by Council Member Holmes, seconded by Council Member Ness, to close the Public Hearing at 6:25 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

20. [Res. 2026-009](#) Consider Resolution Adopting the Street Reconstruction and Overlay Plan (SROP) and Issuance of Street Reconstruction and Overlay Bonds.

A motion was made by Council Member Beumer, seconded by Council Member Holmes, to approve Resolution No. 2026-009 Approving a Street Reconstruction and Overlay Plan and Giving Preliminary Approval to the Issuance of Street Reconstruction Bonds. 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

REPORTS FROM THE MAYOR AND COUNCILMEMBERS

21. [26-012](#) Reports From the Mayor and Council Members.

Councilor Holmes - Planning Commission Meeting.

Councilor Dahlen - NAFRS Meeting.

Councilor Beumer - No report.

Councilor Sokup - November and December EQC Meetings; Closed HRA Meeting; Mill Towns Trail Meeting.

Councilor Peterson White - Hospital Board Meetings.

Council Ness - NAFRS Meeting.

Mayor Zweifel - Mayor's Youth Council.

REGULAR AGENDA

22. [26-013](#) Consideration of Election of President Pro Tem.

Mayor Zweifel gave an overview of the duties of President Pro Tem.

A motion was made by Council Member Ness, seconded by Council Member Dahlen, to elect Council Member Beumer as President Pro Tem for 2026. 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

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.

Engineering Manager Sean Simonson introduced the item giving background on the Transportation Alternatives Grant including the project location and details. Public Works Director/City Engineer David Bennett added additional information regarding the grant. Bennett answered questions from the Council.

A motion was made by Council Member Ness, seconded by Council Member Holmes, to approve Resolution No. 2026-010 2025-2026 Transportation Alternative Solicitation Sponsorship Approval revising the resolution to include a rapid flashing beacon at the intersection of Linden Street and Lincoln Parkway. 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

- 24. [Res. 2026-011](#)** Consider Resolution Approving Maintenance responsibility for the proposed Lincoln Parkway Walking and Biking Improvement Project related to the Transportation Alternatives Grant Solicitation.

Public Works Director/City Engineer David Bennett answered questions from the council regarding snow removal on the trail.

A motion was made by Council Member Ness, seconded by Council Member Beumer, to approve Resolution No. 2026-011 2025-2026 MnDot Transportation Alternative Solicitation Maintenance Responsibility. 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

- 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).

Engineering Manager Sean Simonson introduced the item giving background on the Spring Creek Road Reconstruction and Mill Towns State Trail Project including project location, intersection improvements at Woodley Street and Spring Creek Road, estimated project costs and funding and the project schedule.

Public Works Director/City Engineer David Bennett answered questions from the Council.

Council discussed the possibility of a four-way stop at the intersection of Spring Creek Road and Woodley Street and the pros and cons of four-way stops. Council also discussed lowering the speed limit on those streets.

Simonson added additional information and discussion at the neighborhood meeting.

Ryan Johnson addressed the Council regarding the 4-way stop option at the intersection.

City Administrator Ben Martig highlighted options for approval regarding this item after discussion.

A motion was made by Council Member Sokup, seconded by Council Member Peterson White, to approve Resolution No. 2026-012, with the additional direction to consult with the Rice County Engineer to bring to the Rice County Board of Commissioners to further explore safety improvements at the intersection of Spring Creek Road and Woodley Street, including consideration of a four-way stop, a red flashing beacon, and speed control measures. 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

RECESS

Council recessed at 7:25 p.m. Council meeting resumed at 7:32 p.m.

26. [26-014](#)

Consider Council Member Roles on Boards and Commissions for 2026-2027.

City Administrator Ben Martig introduced the item giving background information on Council Member Roles on Boards and Commissions for 2026. Martig presented four options with the staff recommendation as Option 2 which includes representation on all required boards/commissions plus the addition of one voting member on the Hospital Board and NAFRS. Staff liaisons would be responsible for additional updates to Council on boards/commissions without Council representation.

A motion was made by Council Member Holmes, seconded by Council Member Peterson White, to approve Option 4 including Council representation of one voting member appointed to NAFRS and the Hospital Board and one non-voting member appointed to the Planning Commission and EQC.

A motion was made by Council Member Sokup, seconded by Council Member Peterson White, to amend the motion to remove adding one non-voting member to the EQC and include regular updates to the Council regarding EQC work from the Sustainability Coordinator. The amended motion carried by the following vote:

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

The original motion carried by the following vote:

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

27. [26-015](#)

Review & Discuss Options for Potential 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.

City Administrator Ben Martig introduced the item giving background on the option to impose a local sales tax to fund specific capital improvements providing regional benefits. Martig highlighted current law requirements, Minnesota Sales Taxes, details on projects for consideration, estimated project costs, estimated revenue, timeline and process. Library Director Natalie Draper presented details on the Library Project. Martig presented policy questions for the Council to consider. Martig answered questions from the Council.

EXTEND THE MEETING

A motion was made by Council Member Sokup, seconded by Council Member Ness, 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

27. [26-015](#) Review & Discuss Options for Potential 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.

After discussion all Council Members indicated interest in exploring a local option sales tax in the 2026 legislative session. Council indicated interest in the projects staff presented to include the library project and NCRC renovations. The Council was interested in Riverfront parks project and/or 3rd Street parking structure but indicated the need for additional public restrooms in the downtown area. Education and citizen engagement regarding the projects/local option sales tax was a high priority for the Council.

ADMINISTRATORS UPDATE

28. [26-016](#) City Administrator's Update.

City Administrator Ben Martig updated the Council on the hiring of a Sustainability Coordinator who will start the week of January 19.

ADJOURN

A motion was made by Council Member Ness, seconded by Council Member Beumer, to adjourn the meeting at 9:25 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 #: 26-045, **Version:** 1

City Council Meeting Date: January 20, 2026

To: Mayor and City Council
City Administrator

From: Lynette Peterson, City Clerk

Consider Approval of January 13, 2026 City Council Work Session Minutes.

Action Requested:

The City Council is asked to consider approval of the January 13, 2026 City Council Work Session Minutes.

Summary Report:

N/A

Alternative Options:

N/A

Financial Impacts:

N/A

Tentative Timelines:

N/A



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Meeting Minutes - Draft City Council

Tuesday, January 13, 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 7:17 p.m.

Present: 6 - Council Member Brad Ness, Council Member Kathleen Holmes, Council Member Davin Sokup, Council Member Jessica Peterson White, Council Member Chad Beumer, and Mayor Erica Zweifel

Absent: 1 - Council Member Peter Dahlen

Also present: City Administrator Ben Martig; Housing Coordinator Melissa Hanson; Community Development Director Scott Wopata; and City Clerk Lynette Peterson.

APPROVAL OF AGENDA

A motion was made by Council Member Sokup, seconded by Council Member Beumer, to approve the agenda. The motion carried by the following vote:

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

REGULAR AGENDA

1. [26-033](#) Council Update on 5th & Washington Redevelopment Project.

Community Development Director Scott Wopata introduced the item and provided background information on the City-owned property located at 5th and Washington Street. Wopata introduced Thomas Hertzog and Charles Burdick of Streetfront Development. Streetfront Development has been working with Ebenezer, the largest senior living provider in Minnesota, with approximately 120 locations across six states. Together, they are proposing a senior housing cooperative using the Estoria model, a replicable housing concept designed to fit within a HUD financing program, which would allow individual cooperative units to remain at market-rate pricing.

Hertzog and Burdick presented an update on the proposed development, including draft renderings and preliminary floor plans.

City Administrator Ben Martig provided additional information regarding the property, including details related to tax increment financing (TIF) and development considerations.

Hertzog and Burdick responded to questions from the Council. Wopata provided additional clarification and information related to the project.

Council Members commented on the proposal and provided direction to the developers.

EXTEND THE MEETING

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

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

1. [26-033](#) Council Update on 5th & Washington Redevelopment Project.

Council continued discussion on the proposal and provided direction to the developers.

This item will be brought back at a future meeting for further Council consideration.

ADJOURN

A motion was made by Council Member Ness, seconded by Council Member Sokup, to adjourn the meeting at 9:04 p.m. The motion carried by the following vote:

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



City of Northfield

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Legislation Text

File #: 26-046, **Version:** 1

City Council Meeting Date: January 20, 2026

To: Mayor and City Council
City Administrator

From: Mary Grant, Accounting Supervisor

Consider Approving Disbursements totaling \$4,024,870.88

Action Requested:

The Northfield City Council approves disbursements totaling \$4,024,870.88.

Summary Report:

Disbursement Description	Date	Amount
12/26/25 Payroll	12/26/2025	293,321.65
12/26/25 PR Ck's EFT's	12/26/2025	403,032.97
01/02/26 A/P Ck's EFT's	01/02/2026	2,368,137.73
01/09/26 Payroll	01/09/2026	388,073.89
01/09/25 PR Ck's EFT's	01/09/2026	572,304.64
Total		\$4,024,870.88

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 12/22/2025 - 12/26/2025

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 General Fund							
Dept: 0000 Revenue							
12/26/2025	MAIN	139294	AFLAC	Remittance	22134	0000	751.98
				Remittance	22134	0000	332.56
		Check MAIN 139294 Total for Fund 101 General Fund					1,084.54
12/26/2025	MAIN	139295	FIDELITY SECURITY LIFE	Remittance	22137	0000	32.06
				Remittance	22137	0000	384.02
		Check MAIN 139295 Total for Fund 101 General Fund					416.08
12/26/2025	MAIN	139296	INT'L UNION OF OPERATING ENG LOCAL	Remittance	22162	0000	1,352.50
				Remittance	22162	0000	429.50
		Check MAIN 139296 Total for Fund 101 General Fund					1,782.00
12/26/2025	MAIN	139297	LAW ENFORCEMENT LABOR SERVICES	Remittance	22160	0000	1,752.00
12/26/2025	MAIN	139298	LEGALSHIELD	Remittance	22172	0000	189.50
				Remittance	22172	0000	80.55
		Check MAIN 139298 Total for Fund 101 General Fund					270.05
12/26/2025	MAIN	139299	MADISON NATIONAL LIFE	Remittance	22132	0000	1,083.95
12/26/2025	MAIN	139300	MN BENEFITS ASSOCIATION	Remittance	22133	0000	166.62
12/26/2025	MAIN	139301	MN CHILD SUPPORT PAYMENT CNTR	Remittance	22170	0000	196.12
12/22/2025	MAIN	3824(A)*#	FLAHERTY & HOOD, P.A.	ECUP25-0003 - PCUP25-0003	22205	0000	422.50
12/26/2025	MAIN	3838(E)	BLUE CROSS BLUE SHIELD MINNESOTA	Remittance	22130	0000	18,365.55
				Remittance	22130	0000	24,599.80
				Remittance	22130	0000	95,000.73
		Check MAIN 3838(E) Total for Fund 101 General Fund					137,966.08
12/26/2025	MAIN	3839(E)	GUARDIAN DENTAL	Remittance	36250	0000	(20.00)
				Remittance	22136	0000	373.86
				Remittance	22136	0000	3,155.06
				Remittance	22136	0000	1,925.80
		Check MAIN 3839(E) Total for Fund 101 General Fund					5,434.72
12/26/2025	MAIN	3840(E)	ICMA RETIREMENT TRUST - #303324	Remittance	22143	0000	1,241.92
				Remittance	22149	0000	538.46
		Check MAIN 3840(E) Total for Fund 101 General Fund					1,780.38
12/26/2025	MAIN	3841(E)	IRS - PAYROLL DRAFT	Remittance	22110	0000	43,555.43
				Remittance	22113	0000	18,313.86
				Remittance	22113	0000	18,313.86
				Remittance	22114	0000	6,220.47
				Remittance	22114	0000	6,162.99
		Check MAIN 3841(E) Total for Fund 101 General Fund					92,566.61
12/26/2025	MAIN	3842(E)	MINNESOTA LIFE INSURANCE COMPANY	Remittance	22130	0000	864.00
				Remittance	22130	0000	946.98
		Check MAIN 3842(E) Total for Fund 101 General Fund					1,810.98
12/26/2025	MAIN	3843(E)	MINNESOTA STATE RETIREMENT SYSTEM	Remittance	22144	0000	4,174.77
				Remittance	22147	0000	2,908.91
		Check MAIN 3843(E) Total for Fund 101 General Fund					7,083.68

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CHECK DATE 12/22/2025 - 12/26/2025

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 General Fund							
Dept: 0000 Revenue							
12/26/2025	MAIN	3844(E)	MN DEPT OF REVENUE	Remittance	22170	0000	150.00
12/26/2025	MAIN	3845(E)	MN DEPT OF REVENUE - PAYROLL DRAFT	Remittance	22112	0000	19,056.93
12/26/2025	MAIN	3846(E)	PERA - DRAFT FROM PAYROLL	Remittance	22140	0000	20,040.69
				Remittance	22140	0000	23,123.88
				Remittance	22140	0000	14,453.90
				Remittance	22140	0000	21,680.85
				Remittance	22140	0000	64.27
				Remittance	22140	0000	64.27
Check MAIN 3846(E) Total for Fund 101 General Fund							79,427.86
12/26/2025	MAIN	3847(E)	VANTAGEPOINT TRANSFER AGENTS-#7061	Remittance	22148	0000	378.47
Total For Dept: 0000							352,829.57
Dept: 4110 Administration							
12/22/2025	MAIN	3821(A)*#	BOLTON & MENK, INC.	BRIDGEWATER TOWNSHIP OAA LEGAL DESCRIPTI	43300	4110	3,045.00
12/22/2025	MAIN	3824(A)*#	FLAHERTY & HOOD, P.A.	NOV LABOR AND EMPLOYMENT LEGAL FEES	43304	4110	1,373.75
				GENERAL LEGAL SERVICES LEGAL	43304	4110	8,353.75
				COUNCIL LEGAL	43304	4110	1,742.50
				PLANNING LEGAL	43304	4110	1,052.50
Check MAIN 3824(A) Total for Fund 101 General Fund							12,522.50
Total For Dept: 4110							15,567.50
Dept: 4130 Finance							
12/22/2025	MAIN	3828(A)#	INNOVATIVE OFFICE SOLUTIONS, LLC	CALENDARS & FOLDERS	42218	4130	136.70
Total For Dept: 4130							136.70
Dept: 4160 Community Development							
12/22/2025	MAIN	3825(A)#	GOLD COUNTRY ENGRAVERS	WOPATA NAME PLATE	42218	4160	24.00
12/22/2025	MAIN	3832(A)*#	RR LARSON & ASSOCIATES	KYMN radio ads - Community Development	43300	4160	227.00
Total For Dept: 4160							251.00
Dept: 4190 City Hall Operations							
12/22/2025	MAIN	3828(A)#	INNOVATIVE OFFICE SOLUTIONS, LLC	COMPOSTABLE CUPS AND PLATES	42218	4190	328.19
Total For Dept: 4190							328.19
Dept: 4300 Engineering							
12/22/2025	MAIN	3825(A)#	GOLD COUNTRY ENGRAVERS	ENGRAVED NAME PLATE DOOR BRUTSMAN	42218	4300	24.00
12/22/2025	MAIN	3832(A)*#	RR LARSON & ASSOCIATES	KYMN radio ads - Engineering	43300	4300	227.00
Total For Dept: 4300							251.00
Dept: 4310 Streets							
12/22/2025	MAIN	3822(A)*#	CULLIGAN OF NORTHFIELD	DRINKING WATER	42218	4310	89.20
12/22/2025	MAIN	3827(A)	H & L MESABI COMPANY	WO#5213 #8319 PLOW EDGES	43318	4310	1,145.00
12/22/2025	MAIN	3831(A)*#	MISSISSIPPI WELDERS SUPPLY CO INC.	PROPANE FOR FORKLIFT	42212	4310	111.73

CHECK DISBURSEMENT REPORT FOR CITY OF NORTHFIELD

CHECK DATE 12/22/2025 - 12/26/2025

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 General Fund							
Dept: 4310 Streets							
Total For Dept: 4310							1,345.93
Dept: 4550 Library							
12/22/2025	MAIN	3822(A)*#	CULLIGAN OF NORTHFIELD	STAFF ROOM WATER FILTER MAINTENANCE	42222	4550	404.90
12/22/2025	MAIN	3823(A)*#	DEMCO INC.	TAPE	42218	4550	132.97
12/22/2025	MAIN	3828(A)#	INNOVATIVE OFFICE SOLUTIONS, LLC	BATTERIES & RUBBERBANDS	42218	4550	63.86
				CARDSTOCK PAPER	42218	4550	56.64
Check MAIN 3828(A) Total for Fund 101 General Fund							120.50
12/22/2025	MAIN	3829(A)	KANOPY	LIBRARY MATERIALS	44431	4550	453.00
12/22/2025	MAIN	3830(A)	MIDWEST TAPE LLC	LIBRARY MATERIALS HOOPLA	44431	4550	436.05
				LIBRARY MATERIALS	44431	4550	110.71
				LIBRARY MATERIALS	44431	4550	355.51
Check MAIN 3830(A) Total for Fund 101 General Fund							902.27
12/22/2025	MAIN	3833(A)	SELCO	ILS PACKAGE	43307	4550	2,468.63
				LIBRARY MATERIALS OVERDRIVE DATABASE	44431	4550	12,751.05
Check MAIN 3833(A) Total for Fund 101 General Fund							15,219.68
Total For Dept: 4550							17,233.32
Total For Fund: 101							387,943.21
Fund: 211 NCRC							
Dept: 4580 NCRC							
12/22/2025	MAIN	3822(A)*#	CULLIGAN OF NORTHFIELD	SALT	42220	4580	205.40
12/22/2025	MAIN	3824(A)*#	FLAHERTY & HOOD, P.A.	NCRC	45520	4580	53.75
Total For Dept: 4580							259.15
Total For Fund: 211							259.15
Fund: 240 Library Gift Fund							
Dept: 4900 Other Financing Uses							
12/22/2025	MAIN	3823(A)*#	DEMCO INC.	FFNPL JUV PROGRAMS- BAGS PLANTING SEEDS	43309	4900	227.05
Total For Dept: 4900							227.05
Total For Fund: 240							227.05
Fund: 295 HRA							
Dept: 5200 HRA General Operating							
12/22/2025	MAIN	3835(A)	THREE RIVERS COMMUNITY ACTION, INC	TRCA MH REPAIRS - NOV 2025 EXPENSES	43300	5200	3,850.28
Total For Dept: 5200							3,850.28
Total For Fund: 295							3,850.28
Fund: 427 2026 CAPITAL PROJECTS							
Dept: 4800 Other Services							
12/22/2025	MAIN	3824(A)*#	FLAHERTY & HOOD, P.A.	STRT2026-A92 STREET	45520	4800	51.25
Total For Dept: 4800							51.25

CHECK DISBURSEMENT REPORT FOR CITY OF NORTHFIELD

CHECK DATE 12/22/2025 - 12/26/2025

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 427 2026 CAPITAL PROJECTS							
Total For Fund: 427							51.25
Fund: 601 Water Fund							
Dept: 6000 Water							
12/22/2025	MAIN	3824(A)*#	FLAHERTY & HOOD, P.A.	WATER LEGAL	43300	6000	320.00
12/22/2025	MAIN	3826(A)	GOPHER STATE ONE CALL	NOVEMBER LOCATES 186 TOTAL BILLABLE TICK	43320	6000	251.10
Total For Dept: 6000							571.10
Total For Fund: 601							571.10
Fund: 602 Sewer Fund							
Dept: 6100 Wastewater							
12/22/2025	MAIN	3831(A)*#	MISSISSIPPI WELDERS SUPPLY CO INC.	WELDING AG2C PROPANE GAS CYCLINDERS	42218	6100	20.70
12/22/2025	MAIN	3836(A)	USA BLUE BOOK	HACH FLUORIDE REAGENT CHEMICAL	42216	6100	380.40
12/22/2025	MAIN	3837(A)	ZIEGLER, INC.	GENERATOR MAINTENANCE AGREEMENT 12/1/25-	42222	6100	7,171.20
Total For Dept: 6100							7,572.30
Total For Fund: 602							7,572.30
Fund: 603 Garbage Fund							
Dept: 6200 Garbage							
12/22/2025	MAIN	3824(A)*#	FLAHERTY & HOOD, P.A.	GARBAGE/RECYLING CONTRACT	43300	6200	512.50
Total For Dept: 6200							512.50
Total For Fund: 603							512.50
Fund: 604 Storm Water Drainage							
Dept: 6300 Storm Water Drainage							
12/22/2025	MAIN	3821(A)*#	BOLTON & MENK, INC.	2024 MS4 PROGRAM PROF SVCS 9/27-10/24	43300	6300	603.00
12/22/2025	MAIN	3824(A)*#	FLAHERTY & HOOD, P.A.	K37 STRM2023 STORMWATER & DISCHARGE LEGA	43300	6300	483.75
Total For Dept: 6300							1,086.75
Total For Fund: 604							1,086.75
Fund: 609 Liquor Store							
Dept: 6410 Liquor Store - Operations							
12/22/2025	MAIN	3822(A)*#	CULLIGAN OF NORTHFIELD	DRINKING WATER	42218	6410	79.74
12/22/2025	MAIN	3832(A)*#	RR LARSON & ASSOCIATES	RADIO ADS LIQ NOV 25	43342	6410	299.00
12/22/2025	MAIN	3834(A)	SERVICE MASTER BY AYOTTE	JANITORIAL LIQ DEC 25	43306	6410	580.64
Total For Dept: 6410							959.38
Total For Fund: 609							959.38
Report Total:							403,032.97

'*'-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 12/29/2025 - 01/02/2026

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 General Fund							
Dept: 0000 Revenue							
01/02/2026	MAIN	139313	CARLETON COLLEGE	ESPR25-0001 - PSPZ25-0001	22205	0000	2,000.00
01/02/2026	MAIN	139314	CARLETON COLLEGE	BSPZ25-0001 - PSPZ25-0004	22205	0000	2,000.00
Total For Dept: 0000							4,000.00
Dept: 4100 Mayor & City Council							
01/02/2026	MAIN	139318*#	CITY OF NORTHFIELD	Cable for Zebra scanner - Police Evidenc	42218	4100	106.62
Total For Dept: 4100							106.62
Dept: 4110 Administration							
01/02/2026	MAIN	139303*#	AMAZON CAPITAL SERVICES	STAPLER, CHAIR LEG CAPS	42218	4110	40.13
Total For Dept: 4110							40.13
Dept: 4130 Finance							
01/02/2026	MAIN	139329*#	EHLERS & ASSOCIATES	2025 CIP/CEP ANALYSIS	43300	4130	2,200.00
				2025 CIP/CEP ANALYSIS	43300	4130	1,100.00
				2025 CIP/CEP ANALYSIS	43300	4130	481.25
Check MAIN 139329 Total for Fund 101 General Fund							3,781.25
Total For Dept: 4130							3,781.25
Dept: 4150 Human Resources							
01/02/2026	MAIN	139332	FIRST ADVANTAGE BACKGROUND SERVICE	BACKGROUND CHECKS	43308	4150	189.89
01/02/2026	MAIN	139354	LARSON'S PRINTING	LOGO BLANKETS	43335	4150	277.25
Total For Dept: 4150							467.14
Dept: 4160 Community Development							
01/02/2026	MAIN	139318*#	CITY OF NORTHFIELD	WALL MOUNT HOOKS	42218	4160	16.42
Total For Dept: 4160							16.42
Dept: 4190 City Hall Operations							
01/02/2026	MAIN	139303*#	AMAZON CAPITAL SERVICES	HEIGHT ADJUSTABLE ELECTRIC STANDING DESK	42218	4190	316.52
01/02/2026	MAIN	139334*#	GERLACH SNOW REMOVAL LAWN & LANDSC	NOV SNOWPLOWING-LINDEN ST	42221	4190	60.00
				NOV SNOWPLOWING-CITY HALL	42221	4190	310.00
Check MAIN 139334 Total for Fund 101 General Fund							370.00
01/02/2026	MAIN	139375*#	QUADIENT FINANCE USA, INC	CITY HALL POSTAGE METER REFILL 11/24	42222	4190	260.00
01/02/2026	MAIN	139376	QUADIENT LEASING USA, INC	POSTAGE METER LEASE 1/10/26 -4/9/26	42222	4190	528.00
01/02/2026	MAIN	139387*#	TOSHIBA FINANCIAL SERVICES	JAN '26 RENT/OVGS CITY HALL COPY RM 6061	43352	4190	519.34
				JAN '26 RENT/OVGS COMM DEV 87348	43352	4190	178.36
				JAN '26 RENT/OVGS ENGINEER 86049	43352	4190	180.09
				JAN '26 RENT/OVGS ADMIN 87078	43352	4190	232.99
				JAN '26 RENT/OVGS HR/COMM 22548	43352	4190	253.83
Check MAIN 139387 Total for Fund 101 General Fund							1,364.61
01/02/2026	MAIN	139397*#	XCEL ENERGY	NOV 2025 - GAS/ELECTRIC	43381	4190	(175.93)
				NOV 2025 - GAS/ELECTRIC	43380	4190	456.41
Check MAIN 139397 Total for Fund 101 General Fund							280.48

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Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 General Fund							
Dept: 4190 City Hall Operations							
Total For Dept: 4190							3,119.61
Dept: 4200 Police Administration							
01/02/2026	MAIN	139303*#	AMAZON CAPITAL SERVICES	FIRST AID SUPPLIES	42218	4200	178.17
				CAR CHARGER, SENSORY TOYS	42218	4200	103.30
Check MAIN 139303 Total for Fund 101 General Fund							281.47
01/02/2026	MAIN	139312	CALIBRE PRESS, LLC	SCENARIOS TRNG	43332	4200	359.00
				SCENARIOS TRAINING	43332	4200	359.00
Check MAIN 139312 Total for Fund 101 General Fund							718.00
01/02/2026	MAIN	139315	CENTRAL FARM SERVICE	PD FUEL NOV 2025	42212	4200	3,298.40
01/02/2026	MAIN	139318*#	CITY OF NORTHFIELD	BURNVILLE CRIME SCENE TRAINING SIMONTON	43332	4200	900.00
				ACE TOOL CART	42218	4200	282.40
				REI BOOTS ESCHENBACH VAALE	41115	4200	480.50
				IAPE EVIDENCE SIMONTON	43332	4200	425.00
				SHIRTS FOR STAFF	41115	4200	576.00
				SAVVIK DUTY BELT	41115	4200	49.99
				POST LIC SANCHEZ	44463	4200	91.94
Check MAIN 139318 Total for Fund 101 General Fund							2,805.83
01/02/2026	MAIN	139321	COUNTRYSIDE ANIMAL HOSPITAL	VETTING FOR EDEN	43309	4200	231.01
01/02/2026	MAIN	139322	CREATIVE PRODUCT SOURCING, INC	DARE DARENS	43309	4200	143.40
01/02/2026	MAIN	139325	DAKOTA CO CHIEFS OF POLICE ASSOCIA	NPD 2026 MEMBERSHIP	44463	4200	600.00
01/02/2026	MAIN	139326*#	DEPUTY REGISTRAR	PD 2026 REG 0408 ESCAPE	42218	4200	16.25
01/02/2026	MAIN	139327	DOUG'S AUTO SERVICE	LOF SQ #3	42222	4200	64.29
01/02/2026	MAIN	139334*#	GERLACH SNOW REMOVAL LAWN & LANDSC	NOV SNOWPLOWING-PD	42221	4200	900.00
01/02/2026	MAIN	139338	GUARDIAN SUPPLY	UNIFORM SHIRTS	41115	4200	4,869.43
01/02/2026	MAIN	139341	HEARTLAND TIRE & SERVICE	SQUAD TIRES	42222	4200	651.00
01/02/2026	MAIN	139356	LE-AST SERVICES COUNSELING	CHECK UPS AND MONTHLY FEE	43309	4200	3,314.40
01/02/2026	MAIN	139366	NARTEC, INC.	DRUG TEST KITS	42218	4200	339.42
01/02/2026	MAIN	139368	NORTHFIELD AUTOMOTIVE INC	MISFIRE CODE SQ #7	42222	4200	199.99
				SCAN FOR CODES SQ #15	42222	4200	110.50
Check MAIN 139368 Total for Fund 101 General Fund							310.49
01/02/2026	MAIN	139369	NORTHFIELD HOSPITAL	NPD 2026 ANNUAL MED TRNG	43332	4200	1,500.00
01/02/2026	MAIN	139384	STORM TRAINING GROUP	GROUND CONTROL VAALE & FISHER	43332	4200	2,198.00
01/02/2026	MAIN	139386	THOMSON REUTERS - WEST	CLEAR PROFLEX NOV 2025	43300	4200	475.18
01/02/2026	MAIN	139387*#	TOSHIBA FINANCIAL SERVICES	JAN '26 RENT/OVGS POLICE 84218	44412	4200	227.27
				JAN '26 RENT/OVGS POLICE 86055	44412	4200	171.45
Check MAIN 139387 Total for Fund 101 General Fund							398.72
01/02/2026	MAIN	139389	VERIZON WIRELESS	PD CELL PHONES NOV 2025	43320	4200	1,976.12

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Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 General Fund							
Dept: 4200 Police Administration							
01/02/2026	MAIN	139393**	WATER SYSTEMS COMPANY	PD WATER QTY 4	42218	4200	35.00
01/02/2026	MAIN	139397**	XCEL ENERGY	NOV 2025 - GAS/ELECTRIC	43381	4200	59.40
				NOV 2025 - GAS/ELECTRIC	43381	4200	53.87
				NOV 2025 - GAS/ELECTRIC	43381	4200	(168.64)
				NOV 2025 - GAS/ELECTRIC	43380	4200	38.86
				NOV 2025 - GAS/ELECTRIC	43380	4200	1,413.23
Check MAIN 139397 Total for Fund 101 General Fund							1,396.72
Total For Dept: 4200							26,523.13
Dept: 4300 Engineering							
01/02/2026	MAIN	139303**	AMAZON CAPITAL SERVICES	HARD TRAVELING EASEL CASEL WITH WHEELS	42218	4300	147.99
Total For Dept: 4300							147.99
Dept: 4310 Streets							
01/02/2026	MAIN	139302	ADVANCE AUTO PARTS	PLOW TRUCK FILTERS	42222	4310	69.10
				WIPER BLADES FOR PLOW TRUCKS	42222	4310	95.96
Check MAIN 139302 Total for Fund 101 General Fund							165.06
01/02/2026	MAIN	139303**	AMAZON CAPITAL SERVICES	WAFER TAB SEALS FOR TREE RELATED MAILING	42218	4310	11.38
01/02/2026	MAIN	139307**	BIG TOP TENT RENTAL, INC.	BRIDGE SQUARE PORTABLE SERVICES	43315	4310	32.90
01/02/2026	MAIN	139316**	CINTAS	RYAN KIEFER UNIFORM	42218	4310	3.41
01/02/2026	MAIN	139317**	CINTAS CORPORATION	FIRST AID CABINET RESTOCK	42218	4310	59.64
01/02/2026	MAIN	139328	EARL F. ANDERSEN, INC	SPEED BUMP SIGNS	42229	4310	118.40
01/02/2026	MAIN	139330	FARMERS MILL AND ELEVATOR, INC	TORDON FOR TREE TRIMMING	43317	4310	246.36
01/02/2026	MAIN	139345	I-STATE TRUCK CENTER	WO#5217 #2305 PLOW TRUCK DOOR HANDLE REP	42222	4310	60.14
				WO#5217 #2305 PLOW TRUCK DOOR HANDLE REP	42222	4310	73.76
Check MAIN 139345 Total for Fund 101 General Fund							133.90
01/02/2026	MAIN	139353	KIRSTEN DILLON	1501 MAPLE ST. MAILBOX REIMBURSEMENT DIR	42218	4310	65.00
01/02/2026	MAIN	139355	LAWSON PRODUCTS, INC.	SHOP SUPPLIES	42222	4310	147.90
				PAINT DRILL BIT LUBRICANT	42222	4310	121.31
Check MAIN 139355 Total for Fund 101 General Fund							269.21
01/02/2026	MAIN	139363**	MENARD'S -DUNDAS	PLUMBING FITTING FOR SHOP HOSE	42218	4310	4.97
01/02/2026	MAIN	139364	MIDWEST MACHINERY CO.	CHAINSAW REPAIRS	42222	4310	749.70
				WO#5212 #0025 HYDRAULIC HOSE ISSUE ON 15	42222	4310	577.44
Check MAIN 139364 Total for Fund 101 General Fund							1,327.14
01/02/2026	MAIN	139397**	XCEL ENERGY	NOV 2025 - GAS/ELECTRIC	43381	4310	(50.26)
				NOV 2025 - GAS/ELECTRIC	43380	4310	619.64
Check MAIN 139397 Total for Fund 101 General Fund							569.38
Total For Dept: 4310							3,006.75
Dept: 4320 Street Lighting							
01/02/2026	MAIN	139397**	XCEL ENERGY	NOV 2025 - GAS/ELECTRIC	43381	4320	1,096.54

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CHECK DATE 12/29/2025 - 01/02/2026

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 General Fund							
Dept: 4320 Street Lighting							
				NOV 2025 - GAS/ELECTRIC	43381	4320	219.42
				NOV 2025 - GAS/ELECTRIC	43381	4320	113.90
Check MAIN 139397 Total for Fund 101 General Fund							1,429.86
Total For Dept: 4320							1,429.86
Dept: 4330 Facilities							
01/02/2026	MAIN	139303**	AMAZON CAPITAL SERVICES	DIGITAL SOLDERING STATION WIHT ROTARY EN	42218	4330	116.82
				CIGARETTE COLLECTOR RECEPTACLE CONTAINER	42218	4330	176.97
Check MAIN 139303 Total for Fund 101 General Fund							293.79
01/02/2026	MAIN	139334**	GERLACH SNOW REMOVAL LAWN & LANDSC	NOV SNOWPLOWING-TRANSIT STATION	42221	4330	1,285.00
01/02/2026	MAIN	139336**	GRAINGER	AIR FILTERS	42220	4330	114.12
01/02/2026	MAIN	139363**	MENARD'S -DUNDAS	SAFETY VESTS, 3M RAT SYS, HARD HATS AND	42218	4330	274.69
Total For Dept: 4330							1,967.60
Dept: 4510 Ice Arena							
01/02/2026	MAIN	139334**	GERLACH SNOW REMOVAL LAWN & LANDSC	NOV SNOWPLOWING-ARENA	42221	4510	370.00
01/02/2026	MAIN	139397**	XCEL ENERGY	NOV 2025 - GAS/ELECTRIC	43381	4510	10,026.03
				NOV 2025 - GAS/ELECTRIC	43380	4510	849.29
Check MAIN 139397 Total for Fund 101 General Fund							10,875.32
Total For Dept: 4510							11,245.32
Dept: 4520 General Parks							
01/02/2026	MAIN	139307**	BIG TOP TENT RENTAL, INC.	CITY PARK PORTABLE SERVICES	43313	4520	266.25
01/02/2026	MAIN	139388	VACKER INC.	PARK SIGNS	43300	4520	55,985.00
01/02/2026	MAIN	139397**	XCEL ENERGY	NOV 2025 - GAS/ELECTRIC	43381	4520	815.69
Total For Dept: 4520							57,066.94
Dept: 4530 Athletic Facilities							
01/02/2026	MAIN	139307**	BIG TOP TENT RENTAL, INC.	ATHLETIC FIELDS PORTABLE SERVICES	43306	4530	96.35
01/02/2026	MAIN	139397**	XCEL ENERGY	NOV 2025 - GAS/ELECTRIC	43381	4530	1,243.00
Total For Dept: 4530							1,339.35
Dept: 4540 Outdoor Pool							
01/02/2026	MAIN	139303**	AMAZON CAPITAL SERVICES	CASE OF 18 GROSFILLEX BAHIA STACKING ADJ	42220	4540	2,473.61
01/02/2026	MAIN	139397**	XCEL ENERGY	NOV 2025 - GAS/ELECTRIC	43381	4540	568.24
				NOV 2025 - GAS/ELECTRIC	43380	4540	62.50
Check MAIN 139397 Total for Fund 101 General Fund							630.74
Total For Dept: 4540							3,104.35
Dept: 4550 Library							
01/02/2026	MAIN	139308	BLUUM OF MINNESOTA, LLC	PORTABLE INDUCTION LOOP SYSTEM	45590	4550	1,483.15
				SHIPPING	43321	4550	59.33
Check MAIN 139308 Total for Fund 101 General Fund							1,542.48

CHECK DISBURSEMENT REPORT FOR CITY OF NORTHFIELD

CHECK DATE 12/29/2025 - 01/02/2026

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 General Fund							
Dept: 4550 Library							
01/02/2026	MAIN	139316*#	CINTAS	RUG RENTAL	42220	4550	16.93
01/02/2026	MAIN	139318*#	CITY OF NORTHFIELD	LIBRARY MATERIALS	44431	4550	55.95
				PLA WEBINAR	43333	4550	57.85
				JUV PROGS.- BOOKS,TOYS,STICKERS	44432	4550	44.72
				JUV PROGRAMS-BARBIES,PAINT,MARKERS,GLUE	44432	4550	319.32
				FLOWER POT,VINEGAR,NAME BADGES,PHOTO SLE	42218	4550	534.48
Check MAIN 139318 Total for Fund 101 General Fund							1,012.32
01/02/2026	MAIN	139324*#	CUSTOM ALARM	2026 FIRE ALARM MONITORING-LIBRARY	42220	4550	272.16
01/02/2026	MAIN	139334*#	GERLACH SNOW REMOVAL LAWN & LANDSC	NOV SNOWPLOWING-LIBRARY	42221	4550	1,331.26
01/02/2026	MAIN	139339*#	GUTH ELECTRIC, INC	REPLACED HEAT TAPE TO RESTORE BREAKER FU	42220	4550	97.61
01/02/2026	MAIN	139348*#	INGRAM LIBRARY SERVICES	LIBRARY MATERIALS	44431	4550	11.40
				LIBRARY MATERIALS	44431	4550	79.99
				LIBRARY MATERIALS	44431	4550	52.66
				LIBRARY MATERIALS	44431	4550	17.99
				LIBRARY MATERIALS	44431	4550	34.20
				LIBRARY MATERIALS	44431	4550	11.40
				LIBRARY MATERIALS	44431	4550	14.40
				LIBRARY MATERIALS	44431	4550	17.99
				LIBRARY MATERIALS	44431	4550	19.20
				LIBRARY MATERIALS	44431	4550	12.00
				LIBRARY MATERIALS	44431	4550	47.99
				LIBRARY MATERIALS	44431	4550	207.11
				LIBRARY MATERIALS	44431	4550	10.80
				LIBRARY MATERIALS	44431	4550	35.37
				LIBRARY MATERIALS	44431	4550	18.00
				LIBRARY MATERIALS	44431	4550	67.19
				LIBRARY MATERIALS	44431	4550	20.40
				LIBRARY MATERIALS	44431	4550	17.99
				LIBRARY MATERIALS	44431	4550	11.40
				LIBRARY MATERIALS	44431	4550	22.32
				LIBRARY MATERIALS	44431	4550	10.80
				JUV PROGRAMS- STORYTIME BOOKS	44432	4550	252.89
				LIBRARY MATERIALS	44431	4550	64.97
				LIBRARY MATERIALS	44431	4550	11.39
				LIBRARY MATERIALS	44431	4550	12.00
				LIBRARY MATERIALS	44431	4550	11.39
				LIBRARY MATERIALS	44431	4550	161.88
				BOOK COVERS	42218	4550	9.90
				LIBRARY MATERIALS	44431	4550	32.99
				LIBRARY MATERIALS	44431	4550	18.00
				LIBRARY MATERIALS	44431	4550	39.00
				LIBRARY MATERIALS	44431	4550	16.80
				LIBRARY MATERIALS	44431	4550	18.00
				LIBRARY MATERIALS	44431	4550	17.99
				LIBRARY MATERIALS	44431	4550	18.00
				LIBRARY MATERIALS	44431	4550	17.39
				LIBRARY MATERIALS	44431	4550	13.77

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Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 General Fund							
Dept: 4550 Library							
				LIBRARY MATERIALS	44431	4550	16.20
				LIBRARY MATERIALS	44431	4550	10.79
				LIBRARY MATERIALS	44431	4550	16.77
				LIBRARY MATERIALS	44431	4550	20.40
				LIBRARY MATERIALS	44431	4550	102.65
				BOOK COVERS	42218	4550	13.20
				SHIPPING	43321	4550	6.00
				JUV PROGRAMS- STORYTIME BOOKS	44432	4550	202.75
				LIBRARY MATERIALS	44431	4550	4.49
				SHIPPING	43321	4550	6.00
				LIBRARY MATERIALS	44431	4550	47.87
				LIBRARY MATERIALS	44431	4550	(22.40)
				BOOK COVERS	42218	4550	(1.10)
Check MAIN 139348 Total for Fund 101 General Fund							1,880.58
01/02/2026	MAIN	139359	MAGNOLIA JOURNAL	LIBRARY MATERIALS-PERIODICALS	44431	4550	25.00
01/02/2026	MAIN	139385	TEN X TEN LLC	MDE GRANT- UPDATE PLANS, ASSEMBLE PRESEN	45520	4550	3,000.00
01/02/2026	MAIN	139387**	TOSHIBA FINANCIAL SERVICES	JAN '26 RENT/OVGS LIBRARY 84483	43352	4550	192.89
				JAN '26 RENT/OVGS LIBRARY 61251	43352	4550	186.64
				JAN '26 RENT/OVGS LIBRARY NCRC OASIS 565	43352	4550	138.98
Check MAIN 139387 Total for Fund 101 General Fund							518.51
01/02/2026	MAIN	139397**	XCEL ENERGY	NOV 2025 - GAS/ELECTRIC	43381	4550	438.61
				NOV 2025 - GAS/ELECTRIC	43380	4550	42.50
Check MAIN 139397 Total for Fund 101 General Fund							481.11
Total For Dept: 4550							10,177.96
Total For Fund: 101							127,540.42
Fund: 211 NCRC							
Dept: 4580 NCRC							
01/02/2026	MAIN	139324**	CUSTOM ALARM	2026 FIRE ALARM MONITORING-NCRC	42220	4580	442.32
01/02/2026	MAIN	139334**	GERLACH SNOW REMOVAL LAWN & LANDSC	NOV SNOW PLOWING/SALTING	42221	4580	3,235.00
01/02/2026	MAIN	139336**	GRAINGER	AIR FILTERS	42220	4580	125.04
01/02/2026	MAIN	139352	KEITH PUMPER PLUMBING & HEATING	CHECKED BOILER BY WEIGHT ROOM AT 50 NORT	42220	4580	130.00
01/02/2026	MAIN	139367	NORTHFIELD ACE HARDWARE	PAINT	42220	4580	50.98
01/02/2026	MAIN	139379	SCHILLING SUPPLY COMPANY	SNOW MELT, PAPER TOWELS	42211	4580	279.00
Total For Dept: 4580							4,262.34
Dept: 4585 Wellness Center							
01/02/2026	MAIN	139339**	GUTH ELECTRIC, INC	REPLACED FIRST LIGHT IN MEN'S LOCKER ROO	42220	4585	42.58
01/02/2026	MAIN	139370	OLYMPIC FIRE PROTECTION CORP	NEW EXTINGUISHER FOR POOL CHEMICAL ROOM	42220	4585	240.00
Total For Dept: 4585							282.58
Total For Fund: 211							4,544.92

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Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 215 Motor Vehicle Fund							
Dept: 5600 Motor Vehicle							
01/02/2026	MAIN	139361	MDRA	2026 MDRA DUES - DEPUTY #28	44463	5600	480.00
Total For Dept: 5600							480.00
Total For Fund: 215							480.00
Fund: 240 Library Gift Fund							
Dept: 4900 Other Financing Uses							
01/02/2026	MAIN	139318**	CITY OF NORTHFIELD	FFNPL SPANISH PRGS- DRINKS & CLEMENTINES	43309	4900	14.97
				ASOTIN COUNTY LIB GIFT-CAPTION COMPANION	43309	4900	1,599.00
Check MAIN 139318 Total for Fund 240 Library Gift Fund							1,613.97
01/02/2026	MAIN	139348**	INGRAM LIBRARY SERVICES	GIFTS-AUTOMATICALLY YOURS	44431	4900	22.80
				GIFTS-AUTOMATICALLY YOURS	44431	4900	11.39
				GIFTS- AUTOMATICALLY YOURS	44431	4900	10.80
				GIFTS-MARGARET EVANS	43309	4900	85.17
				GIFTS- AUTOMATICALLY YOURS	44431	4900	19.20
				GIFTS- AUTOMATICALLY YOURS	44431	4900	33.04
				GIFTS- STAI	43309	4900	17.39
				GIFTS- AUTOMATICALLY YOURS	44431	4900	70.00
Check MAIN 139348 Total for Fund 240 Library Gift Fund							269.79
01/02/2026	MAIN	139349	INNOVATIVE IMAGING LLC	GIFTS- FFNPL OUTREACH BOOK LOCKER WRAP	43309	4900	2,268.00
Total For Dept: 4900							4,151.76
Total For Fund: 240							4,151.76
Fund: 245 C.C.Cloherly Endowment							
Dept: 4900 Other Financing Uses							
01/02/2026	MAIN	139348**	INGRAM LIBRARY SERVICES	GIFTS- CLOHERTY	44431	4900	11.39
Total For Dept: 4900							11.39
Total For Fund: 245							11.39
Fund: 246 Arts and Culture							
Dept: 4900 Other Financing Uses							
01/02/2026	MAIN	139318**	CITY OF NORTHFIELD	BANNERS FOR ARCHER HOUSE LOT	43309	4900	2,323.00
Total For Dept: 4900							2,323.00
Total For Fund: 246							2,323.00
Fund: 295 HRA							
Dept: 5220 HRA LMI Housing							
01/02/2026	MAIN	139329**	EHLERS & ASSOCIATES	WASH. ST. APARTMENTS 4D TAX CALCULATIONS	43309	5220	206.25
Total For Dept: 5220							206.25
Total For Fund: 295							206.25
Fund: 315 2014 GO Bonds							
Dept: 4700 Debt Service							
01/02/2026	MAIN	139329**	EHLERS & ASSOCIATES	CONTINUING DISCLOSURE SERVICES	43300	4700	150.00

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Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 315 2014 GO Bonds							
Dept: 4700 Debt Service							
Total For Dept: 4700							150.00
Total For Fund: 315							150.00
Fund: 316 2015 GO Bonds							
Dept: 4700 Debt Service							
01/02/2026	MAIN	139329*#	EHLERS & ASSOCIATES	CONTINUING DISCLOSURE SERVICES	43300	4700	150.00
							5,000.00
Check MAIN 139329 Total for Fund 316 2015 GO Bonds							5,150.00
Total For Dept: 4700							5,150.00
Total For Fund: 316							5,150.00
Fund: 317 2016 GO Bonds							
Dept: 4700 Debt Service							
01/02/2026	MAIN	139329*#	EHLERS & ASSOCIATES	CONTINUING DISCLOSURE SERVICES	43300	4700	150.00
Total For Dept: 4700							150.00
Total For Fund: 317							150.00
Fund: 318 2017A GO IMP BONDS							
Dept: 4700 Debt Service							
01/02/2026	MAIN	139329*#	EHLERS & ASSOCIATES	CONTINUING DISCLOSURE SERVICES	43300	4700	150.00
Total For Dept: 4700							150.00
Total For Fund: 318							150.00
Fund: 319 2018B GO Bonds							
Dept: 4700 Debt Service							
01/02/2026	MAIN	139329*#	EHLERS & ASSOCIATES	CONTINUING DISCLOSURE SERVICES	43300	4700	150.00
Total For Dept: 4700							150.00
Total For Fund: 319							150.00
Fund: 320 2019A GO BOND							
Dept: 4700 Debt Service							
01/02/2026	MAIN	139329*#	EHLERS & ASSOCIATES	CONTINUING DISCLOSURE SERVICES	43300	4700	150.00
Total For Dept: 4700							150.00
Total For Fund: 320							150.00
Fund: 321 2020A GO BOND							
Dept: 4700 Debt Service							
01/02/2026	MAIN	139329*#	EHLERS & ASSOCIATES	CONTINUING DISCLOSURE SERVICES	43300	4700	150.00
Total For Dept: 4700							150.00
Total For Fund: 321							150.00
Fund: 322 2021A GO BOND							
Dept: 4700 Debt Service							
01/02/2026	MAIN	139329*#	EHLERS & ASSOCIATES	CONTINUING DISCLOSURE SERVICES	43300	4700	150.00

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Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 322 2021A GO BOND							
Dept: 4700 Debt Service							
Total For Dept: 4700							150.00
Total For Fund: 322							150.00
Fund: 323 2022A GO BOND							
Dept: 4700 Debt Service							
01/02/2026	MAIN	139329*#	EHLERS & ASSOCIATES	CONTINUING DISCLOSURE SERVICES	43300	4700	150.00
Total For Dept: 4700							150.00
Total For Fund: 323							150.00
Fund: 324 2023B BOND FUND							
Dept: 4700 Debt Service							
01/02/2026	MAIN	139329*#	EHLERS & ASSOCIATES	CONTINUING DISCLOSURE SERVICES	43300	4700	150.00
Total For Dept: 4700							150.00
Total For Fund: 324							150.00
Fund: 325 2024A GO BOND							
Dept: 4700 Debt Service							
01/02/2026	MAIN	139329*#	EHLERS & ASSOCIATES	CONTINUING DISCLOSURE SERVICES	43300	4700	150.00
Total For Dept: 4700							150.00
Total For Fund: 325							150.00
Fund: 354 2012 COPS Debt Service							
Dept: 4700 Debt Service							
01/02/2026	MAIN	139329*#	EHLERS & ASSOCIATES	CONTINUING DISCLOSURE SERVICES	43300	4700	150.00
Total For Dept: 4700							150.00
Total For Fund: 354							150.00
Fund: 357 Cash-2018A NAFRS Debt Service							
Dept: 4700 Debt Service							
01/02/2026	MAIN	139329*#	EHLERS & ASSOCIATES	CONTINUING DISCLOSURE SERVICES	43300	4700	150.00
Total For Dept: 4700							150.00
Total For Fund: 357							150.00
Fund: 358 Cash-2021A EQUIP CERTIFICATE							
Dept: 4700 Debt Service							
01/02/2026	MAIN	139329*#	EHLERS & ASSOCIATES	CONTINUING DISCLOSURE SERVICES	43300	4700	150.00
Total For Dept: 4700							150.00
Total For Fund: 358							150.00
Fund: 359 2022A EQUIP CERT							
Dept: 4700 Debt Service							
01/02/2026	MAIN	139329*#	EHLERS & ASSOCIATES	CONTINUING DISCLOSURE SERVICES	43300	4700	150.00
Total For Dept: 4700							150.00

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Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 359 2022A EQUIP CERT							
Total For Fund: 359							150.00
Fund: 360 2023B EQUIP CERT							
Dept: 4700 Debt Service							
01/02/2026	MAIN	139329*#	EHLERS & ASSOCIATES	CONTINUING DISCLOSURE SERVICES	43300	4700	150.00
Total For Dept: 4700							150.00
Total For Fund: 360							150.00
Fund: 361 2024A EQUIP CERT							
Dept: 4700 Debt Service							
01/02/2026	MAIN	139329*#	EHLERS & ASSOCIATES	CONTINUING DISCLOSURE SERVICES	43300	4700	150.00
Total For Dept: 4700							150.00
Total For Fund: 361							150.00
Fund: 379 Cash -Presidential Commons TIF							
Dept: 4700 Debt Service							
01/02/2026	MAIN	139329*#	EHLERS & ASSOCIATES	CONTINUING DISCLOSURE SERVICES	43300	4700	150.00
Total For Dept: 4700							150.00
Total For Fund: 379							150.00
Fund: 382 Riverfront TIF							
Dept: 4700 Debt Service							
01/02/2026	MAIN	139329*#	EHLERS & ASSOCIATES	2025 TIF REPORTING	43300	4700	664.25
				CONTINUING DISCLOSURE SERVICES	43300	4700	150.00
Check MAIN 139329 Total for Fund 382 Riverfront TIF							814.25
Total For Dept: 4700							814.25
Total For Fund: 382							814.25
Fund: 385 Spring Creek TIF							
Dept: 4700 Debt Service							
01/02/2026	MAIN	139329*#	EHLERS & ASSOCIATES	2025 TIF REPORTING	43300	4700	88.00
				CONTINUING DISCLOSURE SERVICES	43300	4700	150.00
Check MAIN 139329 Total for Fund 385 Spring Creek TIF							238.00
Total For Dept: 4700							238.00
Total For Fund: 385							238.00
Fund: 386 Aurora TIF							
Dept: 4700 Debt Service							
01/02/2026	MAIN	139329*#	EHLERS & ASSOCIATES	2025 TIF REPORTING	43300	4700	135.00
				CONTINUING DISCLOSURE SERVICES	43300	4700	150.00
Check MAIN 139329 Total for Fund 386 Aurora TIF							285.00
Total For Dept: 4700							285.00
Total For Fund: 386							285.00
Fund: 387 5TH & WASHINGTON TIF							
Dept: 4700 Debt Service							

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Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 387 5TH & WASHINGTON TIF							
Dept: 4700 Debt Service							
01/02/2026	MAIN	139329*#	EHLERS & ASSOCIATES	2025 TIF REPORTING	43300	4700	364.00
				CONTINUING DISCLOSURE SERVICES	43300	4700	150.00
Check MAIN 139329 Total for Fund 387 5TH & WASHINGTON TIF							514.00
Total For Dept: 4700							514.00
Total For Fund: 387							514.00
Fund: 388 Maple Brook TIF							
Dept: 4700 Debt Service							
01/02/2026	MAIN	139329*#	EHLERS & ASSOCIATES	2025 TIF REPORTING	43300	4700	162.00
				CONTINUING DISCLOSURE SERVICES	43300	4700	150.00
Check MAIN 139329 Total for Fund 388 Maple Brook TIF							312.00
Total For Dept: 4700							312.00
Total For Fund: 388							312.00
Fund: 389 SPRING CREEK II TIF							
Dept: 4700 Debt Service							
01/02/2026	MAIN	139329*#	EHLERS & ASSOCIATES	2025 TIF REPORTING	43300	4700	12.00
				CONTINUING DISCLOSURE SERVICES	43300	4700	150.00
Check MAIN 139329 Total for Fund 389 SPRING CREEK II TIF							162.00
Total For Dept: 4700							162.00
Total For Fund: 389							162.00
Fund: 390 KRAEWOOD TIF							
Dept: 4700 Debt Service							
01/02/2026	MAIN	139329*#	EHLERS & ASSOCIATES	2025 TIF REPORTING	43300	4700	56.00
				TIF ADMINISTRATION	43300	4700	618.75
				CONTINUING DISCLOSURE SERVICES	43300	4700	150.00
Check MAIN 139329 Total for Fund 390 KRAEWOOD TIF							824.75
Total For Dept: 4700							824.75
Total For Fund: 390							824.75
Fund: 391 ARCHER TIF							
Dept: 4700 Debt Service							
01/02/2026	MAIN	139329*#	EHLERS & ASSOCIATES	CONTINUING DISCLOSURE SERVICES	43300	4700	150.00
Total For Dept: 4700							150.00
Total For Fund: 391							150.00
Fund: 455 Veh/Equip Replacement							
Dept: 4800 Other Services							
01/02/2026	MAIN	139390	VERTEX UNMANNED SOLUTIONS	Equipment	45520	4800	22,015.99
Total For Dept: 4800							22,015.99
Total For Fund: 455							22,015.99
Fund: 458 MILL TOWN TRAIL WOODLEY TO WATERFORD BRI							

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Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 458 MILL TOWN TRAIL WOODLEY TO WATERFORD BRI							
Dept: 4800 Other Services							
01/02/2026	MAIN	139346	ICON, LLC	PAY #4 MILL TOWNS STATE TRAIL PROF SVCS	45520	4800	477,807.72
01/02/2026	MAIN	139365	MN DEPT OF TRANSPORTATION	MTST MATERIAL TESTING & INSPECTION 10/13	45520	4800	8,260.59
Total For Dept: 4800							486,068.31
Total For Fund: 458							486,068.31
Fund: 459 ICE ARENA CONSTRUCTION							
Dept: 4800 Other Services							
01/02/2026	MAIN	139350	JLG ARCHITECTS	NEW ICE ARENA M40 PROF SVCS TO 11/30	45520	4800	30,338.36
01/02/2026	MAIN	139377	RJM CONSTRUCTION	PAY #9 - M40 ICE ARENA PROF SVCS TO 12/	45520	4800	285,000.00
Total For Dept: 4800							315,338.36
Total For Fund: 459							315,338.36
Fund: 601 Water Fund							
Dept: 6000 Water							
01/02/2026	MAIN	139305	B & H PHOTO-VIDEO	4-year warranties on Microsoft Surfaces	43311	6000	2,399.94
01/02/2026	MAIN	139323	CUMMINS SALES & SERVICE	WELL#5 GENERATOR NEW COOLANT HEATER INST	42222	6000	1,242.55
01/02/2026	MAIN	139326*#	DEPUTY REGISTRAR	2017 FORD COF REG RENEWAL FEB 2026-2028	42222	6000	21.25
				2018 FORD F250 REG RENEWAL FEB 2026-2028	42222	6000	21.25
				2020 FORD F15 REG RENEWAL FEB 2026-2028	42222	6000	21.25
				2023 FORD F150 REG RENEWAL FEB 2026-2028	42222	6000	21.25
				2024 FORD MAVERICK REG RENEWAL FEB 2026-	42222	6000	21.25
				2020 PJTM TRL REG RENEWAL FEB 2026-2028	42222	6000	32.25
				2023 FORD F150 REG RENEWAL FEB 2026-2028	42222	6000	21.25
				2024 FORD F150 REG RENEWAL FEB 2026-2028	42222	6000	21.25
Check MAIN 139326 Total for Fund 601 water Fund							181.00
01/02/2026	MAIN	139333	FRANEK ELECTRIC, INC.	WELL SITE #3 MAIN BREAKER DEAD-MAPLE ST	42220	6000	762.00
01/02/2026	MAIN	139363*#	MENARD'S -DUNDAS	DEERSKIN & FLEECE WORK GLOVES	42218	6000	45.97
01/02/2026	MAIN	139371*#	ON TARGET A & M, INC.	UTILITY BILLS - 2638	42218	6000	156.63
01/02/2026	MAIN	139374*#	POSTMASTER	POSTAL PERMIT #153	43321	6000	2,437.50
01/02/2026	MAIN	139375*#	QUADIENT FINANCE USA, INC	WATR24-J36LEAD SVC INVEN MAILING 1000QTY	43321	6000	740.00
01/02/2026	MAIN	139378	S.M. HENTGES & SONS, INC.	PAY #4 WTP JEFFERSON STREET/UTILITY EXTS	45520	6000	1,203,261.92
01/02/2026	MAIN	139380*#	SCHWICKERT'S TECTA AMERICA LLC	HVAC PREVENTATIVE MAINTENANCE WELL #3	42220	6000	157.50
				HVAC PREVENATIVE MAINTENANCE WELL #4	42220	6000	157.50
				HVAC PREVENTATIVE MAINTENANCE WELL #5	42220	6000	157.50
				HVAC PREVENTATIVE MAINTENANCE BOOSTER ST	42220	6000	262.50
				WELL #6 NEW THERMOSTAT INSTALLED UNIT HE	42220	6000	1,137.49
Check MAIN 139380 Total for Fund 601 water Fund							1,872.49
01/02/2026	MAIN	139381	SHORT ELLIOT HENDRICKSON, INC	NW WATER TOWER PROF SVCS TO 11/29	45520	6000	8,754.90
01/02/2026	MAIN	139387*#	TOSHIBA FINANCIAL SERVICES	JAN '26 RENT/OVGS WATER DPT 22030	42222	6000	353.28
01/02/2026	MAIN	139397*#	XCEL ENERGY	NOV 2025 - GAS/ELECTRIC	43381	6000	396.74

CHECK DISBURSEMENT REPORT FOR CITY OF NORTHFIELD

CHECK DATE 12/29/2025 - 01/02/2026

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 601 Water Fund							
Dept: 6000 Water							
				NOV 2025 - GAS/ELECTRIC	43380	6000	595.24
			Check MAIN 139397 Total for Fund 601 Water Fund				991.98
Total For Dept: 6000							1,223,200.16
Total For Fund: 601							1,223,200.16
Fund: 602 Sewer Fund							
Dept: 4700 Debt Service							
01/02/2026	MAIN	139329*#	EHLERS & ASSOCIATES	CONTINUING DISCLOSURE SERVICES	43300	4700	175.00
Total For Dept: 4700							175.00
Dept: 6100 wastewater							
01/02/2026	MAIN	139303*#	AMAZON CAPITAL SERVICES	PRESSURE GAUGE/CASE & DISPOSABLE GLOVES	42218	6100	128.69
01/02/2026	MAIN	139311	C.EMERY NELSON, INC	FILTERS	42222	6100	167.11
01/02/2026	MAIN	139317*#	CINTAS CORPORATION	FIRST AID CABINET RESTOCK	42218	6100	94.97
01/02/2026	MAIN	139326*#	DEPUTY REGISTRAR	2019 FORD TCN REG RENEWAL FEB 2026-2028	42222	6100	21.25
				2018 FORD F15 REG RENEWAL 2026-2028 WWTP	42222	6100	21.25
				2017 FORD SRW REG RENEWAL 2026-2028 WWTP	42222	6100	21.25
				2007 FORD SRW REG RENEWAL 2026-2028 WWTP	42222	6100	21.25
			Check MAIN 139326 Total for Fund 602 Sewer Fund				85.00
01/02/2026	MAIN	139336*#	GRAINGER	ABSORBANT OIL PADS	42218	6100	117.51
				OIL	42212	6100	262.57
			Check MAIN 139336 Total for Fund 602 Sewer Fund				380.08
01/02/2026	MAIN	139337	GRAYMONT (WI) LLC	HIGH CALCIUM QUICKLIME DECEMBER	42232	6100	8,686.54
01/02/2026	MAIN	139340	HAWKINS INC.	ODOR CONTROL CHEMICALS AZONE	42216	6100	3,436.76
01/02/2026	MAIN	139363*#	MENARD'S -DUNDAS	SERVICE CART/STORAGE CABINET/HAMMER BROO	42218	6100	1,026.00
01/02/2026	MAIN	139371*#	ON TARGET A & M, INC.	UTILITY BILLS - 2638	42218	6100	156.63
01/02/2026	MAIN	139374*#	POSTMASTER	POSTAL PERMIT #153	43321	6100	2,437.50
01/02/2026	MAIN	139380*#	SCHWICKERT'S TECTA AMERICA LLC	HVAC SERVICE ADJUSTED CONTROLLER TEMPERA	43302	6100	420.00
01/02/2026	MAIN	139391	VESSCO, INC	VALVE PARTS AIR FILTER	42222	6100	1,766.67
01/02/2026	MAIN	139393*#	WATER SYSTEMS COMPANY	WWTP DRINKING WATER QTY 3	42218	6100	26.25
01/02/2026	MAIN	139397*#	XCEL ENERGY	NOV 2025 - GAS/ELECTRIC	43381	6100	25,087.41
				NOV 2025 - GAS/ELECTRIC	43380	6100	5,605.39
			Check MAIN 139397 Total for Fund 602 Sewer Fund				30,692.80
Total For Dept: 6100							49,505.00
Total For Fund: 602							49,680.00
Fund: 603 Garbage Fund							
Dept: 6200 Garbage							
01/02/2026	MAIN	139307*#	BIG TOP TENT RENTAL, INC.	COMPOST PORTABLE SERVICES	43300	6200	53.50

CHECK DISBURSEMENT REPORT FOR CITY OF NORTHFIELD

CHECK DATE 12/29/2025 - 01/02/2026

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 603 Garbage Fund							
Dept: 6200 Garbage							
01/02/2026	MAIN	139371*#	ON TARGET A & M, INC.	UTILITY BILLS - 2638	42218	6200	52.21
01/02/2026	MAIN	139374*#	POSTMASTER	POSTAL PERMIT #153	43321	6200	812.50
01/02/2026	MAIN	139397*#	XCEL ENERGY	NOV 2025 - GAS/ELECTRIC	43381	6200	87.87
Total For Dept: 6200							1,006.08
Total For Fund: 603							1,006.08
Fund: 604 Storm Water Drainage							
Dept: 4700 Debt Service							
01/02/2026	MAIN	139329*#	EHLERS & ASSOCIATES	CONTINUING DISCLOSURE SERVICES	43300	4700	175.00
Total For Dept: 4700							175.00
Dept: 6300 Storm Water Drainage							
01/02/2026	MAIN	139371*#	ON TARGET A & M, INC.	UTILITY BILLS - 2638	42218	6300	52.22
01/02/2026	MAIN	139374*#	POSTMASTER	POSTAL PERMIT #153	43321	6300	812.50
Total For Dept: 6300							864.72
Total For Fund: 604							1,039.72
Fund: 609 Liquor Store							
Dept: 6400 Liquor Store - Purchases							
01/02/2026	MAIN	139304	ARTISAN BEER COMPANY	Misc Taxable Purchases	42251	6400	27.70
				Beer Purchases	42251	6400	1,464.25
				THC	42251	6400	64.25
				Misc Taxable Purchases	42251	6400	61.55
				Beer Purchases	42251	6400	197.90
				THC	42251	6400	64.25
				Beer CREDIT	42251	6400	(104.49)
				THC CREDIT	42251	6400	(13.56)
Check MAIN 139304 Total for Fund 609 Liquor Store							1,761.85
01/02/2026	MAIN	139306	BELLBOY CORPORATION	Freight Costs	42259	6400	0.09
				Misc Taxable Purchases	42251	6400	19.50
				Liquor Purchases	42251	6400	1,782.06
				Freight Costs	42259	6400	23.34
				Freight Costs	42259	6400	6.00
				THC	42251	6400	300.00
Check MAIN 139306 Total for Fund 609 Liquor Store							2,130.99
01/02/2026	MAIN	139309	BREAKTHRU BEV MN BEER, INC	Beer Purchases	42251	6400	204.00
				Liquor Purchases	42251	6400	136.38
				Misc Taxable Purchases	42251	6400	86.40
				RMA 366554715	42251	6400	(53.25)
				RMA 366554905	42251	6400	(5.11)
				Beer Purchases	42251	6400	2,691.10
				Beer Purchases	42251	6400	5,512.45
				Misc Taxable Purchases	42251	6400	130.80
				Liquor Purchases	42251	6400	90.92
				Beer Purchases	42251	6400	5,125.05

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Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 609 Liquor Store							
Dept: 6400 Liquor Store - Purchases							
				Misc Taxable Purchases	42251	6400	338.30
				Liquor Purchases	42251	6400	136.38
			Check MAIN 139309 Total for Fund 609 Liquor Store				14,393.42
01/02/2026	MAIN	139310	BREAKTHRU BEV MN WINE & SPIRITS	Liquor Purchases	42251	6400	1,432.35
				Wine Purchases	42251	6400	384.00
				Freight Costs	42259	6400	25.99
				Misc Taxable Purchases	42251	6400	96.00
				Liquor Purchases	42251	6400	113.94
				Freight Costs	42259	6400	0.55
				Liquor Purchases	42251	6400	965.00
				Wine Purchases	42251	6400	789.61
				Freight Costs	42259	6400	19.80
			Check MAIN 139310 Total for Fund 609 Liquor Store				3,827.24
01/02/2026	MAIN	139320	COLLEGE CITY BEVERAGE, INC.	Wine Purchases	42251	6400	45.00
				Liquor Purchases	42251	6400	241.40
				Liquor Purchases	42251	6400	119.80
				Misc Taxable Purchases	42251	6400	96.40
				Beer Purchases	42251	6400	2,920.50
				Freight Costs	42259	6400	5.00
				Freight Costs	42259	6400	5.00
				Beer Purchases	42251	6400	2,656.55
				Misc Taxable Purchases	42251	6400	114.80
				Liquor Purchases	42251	6400	72.00
				Liquor Purchases	42251	6400	120.70
				Beer Credit	42251	6400	(5.30)
			Check MAIN 139320 Total for Fund 609 Liquor Store				6,391.85
01/02/2026	MAIN	139335	GLOBAL RESERVE DISTRIBUTION	THC	42251	6400	456.00
01/02/2026	MAIN	139342	HERMEL WHOLESALE	Cigarettes Purchases	42251	6400	657.82
				Misc Taxable Purchases	42251	6400	473.45
				Freight Costs	42259	6400	8.95
			Check MAIN 139342 Total for Fund 609 Liquor Store				1,140.22
01/02/2026	MAIN	139343	HOHENSTEIN'S INC	Beer Purchases	42251	6400	1,264.20
01/02/2026	MAIN	139344	HOME CITY ICE COMPANY	Ice Purchases	42251	6400	48.60
				Freight Costs	42259	6400	6.50
			Check MAIN 139344 Total for Fund 609 Liquor Store				55.10
01/02/2026	MAIN	139347	IMMINENT BREWING LLC	Beer Purchases	42251	6400	342.00
01/02/2026	MAIN	139351	JOHNSON BROTHERS WHOLESALE	Freight Costs	42259	6400	33.08
				Liquor Purchases	42251	6400	1,817.50
				Freight Costs	42259	6400	26.96
				Wine Purchases	42251	6400	1,114.94
				Misc Taxable Purchases	42251	6400	41.50
				Freight Costs	42259	6400	1.89
				Liquor Purchases	42251	6400	166.50
				Freight Costs	42259	6400	9.45
				Wine Purchases	42251	6400	683.00

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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	41.90
				Liquor Purchases	42251	6400	2,012.36
				Freight Costs	42259	6400	44.42
				Wine Purchases	42251	6400	1,872.43
				Freight Costs	42259	6400	47.25
				Wine Purchases	42251	6400	2,148.72
				Freight Costs	42259	6400	9.45
				Liquor Purchases	42251	6400	487.56
				Freight Costs	42259	6400	4.57
				Liquor Purchases	42251	6400	717.82
				Freight Costs	42259	6400	24.57
				Wine Purchases	42251	6400	1,751.49
				Liquor CREDIT	42251	6400	(63.00)
				Liquor CREDIT	42251	6400	(389.28)
			Check MAIN 139351 Total for Fund 609 Liquor Store				12,605.08
01/02/2026	MAIN	139358	LITTLE THISTLE BREWING CO.	Beer Purchases	42251	6400	132.00
01/02/2026	MAIN	139362	MEGA BEER LLC	Beer Purchases	42251	6400	285.75
01/02/2026	MAIN	139372	PAUSTIS & SONS WINE COMPANY	Wine Purchases	42251	6400	88.00
				Freight Costs	42259	6400	1.50
				Wine Purchases	42251	6400	144.00
				Freight Costs	42259	6400	1.50
				Liquor Purchases	42251	6400	80.00
				Wine Purchases	42251	6400	5,945.50
				Freight Costs	42259	6400	84.00
			Check MAIN 139372 Total for Fund 609 Liquor Store				6,344.50
01/02/2026	MAIN	139373	PHILLIPS WINE AND SPIRITS, INC.	Liquor Purchases	42251	6400	1,120.80
				Freight Costs	42259	6400	15.12
				Liquor Purchases	42251	6400	102.90
				Wine Purchases	42251	6400	853.53
				Freight Costs	42259	6400	49.14
				Misc Taxable Purchases	42251	6400	167.90
				Liquor Purchases	42251	6400	821.25
				Freight Costs	42259	6400	9.45
				Wine Purchases	42251	6400	568.00
				Freight Costs	42259	6400	24.57
				Liquor Purchases	42251	6400	1,377.47
				Freight Costs	42259	6400	17.67
				Wine Purchases	42251	6400	1,657.89
				Freight Costs	42259	6400	36.38
				Liquor Purchases	42251	6400	2,275.55
				Freight Costs	42259	6400	20.79
				Liquor Purchases	42251	6400	60.45
				Wine Purchases	42251	6400	496.50
				Freight Costs	42259	6400	30.88
				Misc Taxable Purchases	42251	6400	122.00
			Check MAIN 139373 Total for Fund 609 Liquor Store				9,828.24
01/02/2026	MAIN	139382	SMALL LOT WINE & SPIRITS	Wine Purchases	42251	6400	447.96

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CHECK DATE 12/29/2025 - 01/02/2026

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 609 Liquor Store							
Dept: 6400 Liquor Store - Purchases							
				Freight Costs	42259	6400	6.00
			Check MAIN 139382 Total for Fund 609 Liquor Store				453.96
01/02/2026	MAIN	139383	SOUTHERN WINE & SPIRITS OF MN, LLC	Wine Purchases	42251	6400	1,151.07
				Freight Costs	42259	6400	19.60
				Freight Costs	42259	6400	0.23
				Liquor Purchases	42251	6400	3,950.66
				Freight Costs	42259	6400	24.03
				Wine Purchases	42251	6400	1,527.55
				Freight Costs	42259	6400	25.55
				Liquor Purchases	42251	6400	3,791.86
				Freight Costs	42259	6400	36.26
			Check MAIN 139383 Total for Fund 609 Liquor Store				10,526.81
01/02/2026	MAIN	139392	VINOCOPIA	Liquor Purchases	42251	6400	300.25
				Wine Purchases	42251	6400	136.00
				Freight Costs	42259	6400	10.00
			Check MAIN 139392 Total for Fund 609 Liquor Store				446.25
01/02/2026	MAIN	139394	WINE COMPANY	Wine Purchases	42251	6400	1,253.33
				Liquor Purchases	42251	6400	202.00
				Freight Costs	42259	6400	39.70
			Check MAIN 139394 Total for Fund 609 Liquor Store				1,495.03
01/02/2026	MAIN	139395	WINE MERCHANTS, INC	Wine Purchases	42251	6400	1,480.00
				Freight Costs	42259	6400	13.55
				Wine Purchases	42251	6400	720.00
				Freight Costs	42259	6400	7.56
				Wine Purchases	42251	6400	5,516.00
				Freight Costs	42259	6400	88.54
				Freight Costs	42259	6400	1.89
				Wine CREDIT	42251	6400	(140.70)
			Check MAIN 139395 Total for Fund 609 Liquor Store				7,686.84
01/02/2026	MAIN	139396	WINEBOW	Wine Purchases	42251	6400	612.00
				Freight Costs	42259	6400	11.25
			Check MAIN 139396 Total for Fund 609 Liquor Store				623.25
Total For Dept: 6400							82,190.58
Dept: 6410 Liquor Store - Operations							
01/02/2026	MAIN	139303**	AMAZON CAPITAL SERVICES	GIFT WRAPPING SUPPLIES	42218	6410	33.05
				TAPE	42218	6410	5.18
				PHONE MESSAGE BOOK	42218	6410	10.65
			Check MAIN 139303 Total for Fund 609 Liquor Store				48.88
01/02/2026	MAIN	139316**	CINTAS	ENTRY RUGS	42220	6410	31.50
				ENTRY RUGS	42220	6410	26.67
			Check MAIN 139316 Total for Fund 609 Liquor Store				58.17
01/02/2026	MAIN	139318**	CITY OF NORTHFIELD	Promotional Advertising	43342	6410	21.45
01/02/2026	MAIN	139319	CITY OF NORTHFIELD	CANNABIS RETAIL BUSINESS FEE LIQ STORE	44453	6410	125.00

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CHECK DATE 12/29/2025 - 01/02/2026

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 609 Liquor Store							
Dept: 6410 Liquor Store - Operations							
01/02/2026	MAIN	139387**	TOSHIBA FINANCIAL SERVICES	DEC RENT/OVGS NONE LIQUOR STORE 89576	42222	6410	74.50
01/02/2026	MAIN	139397**	XCEL ENERGY	NOV 2025 - GAS/ELECTRIC	43381	6410	(685.82)
				NOV 2025 - GAS/ELECTRIC	43380	6410	38.61
Check MAIN 139397 Total for Fund 609 Liquor Store							(647.21)
Total For Dept: 6410							(319.21)
Total For Fund: 609							81,871.37
Fund: 701 Information Tech							
Dept: 4140 Information Technology							
01/02/2026	MAIN	139303**	AMAZON CAPITAL SERVICES	Makita BL1820 18V battery - IT	42218	4140	67.99
01/02/2026	MAIN	139318**	CITY OF NORTHFIELD	ChatGPT - Administration	43300	4140	20.00
				Google Workspace - City	43300	4140	453.60
				ChatGPT - IT	43300	4140	20.00
				ChatGPT - Library	43300	4140	20.00
				Mailchimp - Library	43300	4140	60.00
				Kagi - IT	43300	4140	10.00
				Cyber Security Summit Conference - Kurt	43333	4140	299.00
				Extreme Fan Module refund	42218	4140	(81.36)
				Extreme QSFP stacking cables	42218	4140	80.00
				Extreme stacking cables	42218	4140	80.00
				Extreme X590-24X-1Q-2C switch	42210	4140	1,000.00
				ChatGPT - Library 2	43300	4140	20.00
				Extreme power cords	42218	4140	24.99
				Extreme Fan Module	42218	4140	100.00
				ChatGPT - Administration	43300	4140	20.00
				Extreme X590 port rack switch	42210	4140	1,500.00
				Google workspace - City	43300	4140	453.60
				Extreme 5520-48W switches	42210	4140	6,880.00
				Poll Everywhere - City	43300	4140	999.00
				ChatGPT - IT	43300	4140	20.00
				ChatGPT - Library	43300	4140	20.00
				Mailchimp - Library	43300	4140	60.00
				shipping on Extreme Fan	42218	4140	73.34
				Extreme Power Supply	42218	4140	250.02
				Kagi - IT	43300	4140	10.00
				Avaya 9611G VoIP phone	43320	4140	30.00
				Avaya 9611G VoIP phone	43320	4140	100.00
				ChatGPT - Library 2	43300	4140	20.00
Check MAIN 139318 Total for Fund 701 Information Tech							12,542.19
01/02/2026	MAIN	139331	FETTE ELECTRONICS	ExacqVision camera licenses - City Hall	43300	4140	330.00
01/02/2026	MAIN	139360	MATRIX COMMUNICATIONS, INC.	Extreme 5520-48W switch and 715W power s	42210	4140	6,721.75
				Extreme Next-Day Coverage on X590-24-por	45570	4140	3,279.68
				Extreme PartnerWorks Plus on X460-G2-72X	42222	4140	1,000.00
				Extreme PartnerWorks Plus on X460-G2-72X	45570	4140	993.65
Check MAIN 139360 Total for Fund 701 Information Tech							11,995.08
Total For Dept: 4140							24,935.26

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CHECK DATE 12/29/2025 - 01/02/2026

Check Date	Bank Account	Check #	Payee	Description	Account Dept	Amount
Fund: 701 Information Tech						
Total For Fund: 701						24,935.26
Fund: 705 Insurance Fund						
Dept: 7000 Insurance						
01/02/2026	MAIN	139357	LEAGUE OF MN CITIES INS TRUST	INSURANCE DEDUCTIBLE GRAVES	43369 7000	12,724.74
Total For Dept: 7000						12,724.74
Total For Fund: 705						12,724.74
Report Total:						2,368,137.73

'*'-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 01/05/2026 - 01/09/2026

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 General Fund							
Dept: 0000 Revenue							
01/09/2026	MAIN	139398	MN CHILD SUPPORT PAYMENT CNTR	Remittance	22170	0000	196.12
01/09/2026	MAIN	3867(E)	ICMA RETIREMENT TRUST - #303324	Remittance	22143	0000	1,061.31
				Remittance	22149	0000	788.46
		Check MAIN 3867(E) Total for Fund 101 General Fund					1,849.77
01/09/2026	MAIN	3868(E)	IRS - PAYROLL DRAFT	Remittance	22110	0000	50,314.51
				Remittance	22113	0000	20,254.13
				Remittance	22113	0000	20,254.13
				Remittance	22114	0000	6,946.79
				Remittance	22114	0000	6,946.79
		Check MAIN 3868(E) Total for Fund 101 General Fund					104,716.35
01/09/2026	MAIN	3869(E)	MINNESOTA STATE RETIREMENT SYSTEM	Remittance	22144	0000	4,378.86
				Remittance	22147	0000	2,927.40
				Remittance	22142	0000	331.11
				Remittance	22142	0000	295.78
				Remittance	22142	0000	341.07
				Remittance	22142	0000	2,949.96
				Remittance	22142	0000	839.09
				Remittance	22142	0000	2,061.29
				Remittance	22142	0000	315.65
				Remittance	22142	0000	163.59
				Remittance	22142	0000	218.12
				Remittance	22142	0000	205.07
				Remittance	22142	0000	1,066.96
				Remittance	22142	0000	341.78
				Remittance	22142	0000	368.48
				Remittance	22142	0000	168.84
		Check MAIN 3869(E) Total for Fund 101 General Fund					16,973.05
01/09/2026	MAIN	3870(E)	MN DEPT OF REVENUE	Remittance	22170	0000	150.00
01/09/2026	MAIN	3871(E)	MN DEPT OF REVENUE - PAYROLL DRAFT	Remittance	22112	0000	22,118.22
01/09/2026	MAIN	3872(E)	PERA - DRAFT FROM PAYROLL	Remittance	22140	0000	21,700.55
				Remittance	22140	0000	25,039.07
				Remittance	22140	0000	18,744.78
				Remittance	22140	0000	28,117.18
				Remittance	22140	0000	66.04
				Remittance	22140	0000	66.04
		Check MAIN 3872(E) Total for Fund 101 General Fund					93,733.66
01/09/2026	MAIN	3873(E)	VANTAGEPOINT TRANSFER AGENTS-#7061	Remittance	22148	0000	378.47
Total For Dept: 0000							240,115.64
Dept: 4130 Finance							
01/05/2026	MAIN	3848(A)	AMY LANGOWSKI	MILEAGE 12/1/25-12/31/25 BANKING	43331	4130	24.78
				MILEAGE 12/1/25-12/31/25 ON TARGET	43331	4130	19.32
		Check MAIN 3848(A) Total for Fund 101 General Fund					44.10
01/05/2026	MAIN	3858(A)	HOOP, HEATHER	2025 BANK MILEAGE REIMBURSEMENT	43331	4130	372.68

CHECK DISBURSEMENT REPORT FOR CITY OF NORTHFIELD

CHECK DATE 01/05/2026 - 01/09/2026

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 General Fund							
Dept: 4130 Finance							
Total For Dept: 4130							416.78
Dept: 4190 City Hall Operations							
01/05/2026	MAIN	3855(A)	ENGAGE/NCG, INC.	Branded #10 envelopes - 2000	42218	4190	1,995.00
Total For Dept: 4190							1,995.00
Dept: 4200 Police Administration							
01/05/2026	MAIN	3849(A)	ASCENCIO BRAVO, MINDY	LUNCH M-F STORM TRNG EAGAN	43331	4200	95.00
01/05/2026	MAIN	3853(A)	CODY KRUSE	LUNCH ALERRT TRNG HASTINGS	43331	4200	38.00
01/05/2026	MAIN	3861(A)	KELLING, CHRISTIAN S.	LUNCH M-F STORM TRNG EAGAN	43331	4200	95.00
01/05/2026	MAIN	3863(A)	MICHAEL MURPHY-SMITH	DINNER FIREARMS TRNG KILKENNY	43331	4200	56.00
				MILEAGE KILKENNY 11/24/25	43331	4200	33.60
Check MAIN 3863(A) Total for Fund 101 General Fund							89.60
01/05/2026	MAIN	3865(A)	STERICYCLE, INC	PD SHRED SVCS	43300	4200	118.47
Total For Dept: 4200							436.07
Dept: 4300 Engineering							
01/05/2026	MAIN	3850(A)*#	BOLTON & MENK, INC.	NFLD HIGH SCHOOL TRAFFIC PROF SVCS 10/25	43300	4300	71.00
				TH246 CORRIDOR STUDY PROF SVCS 10/25-11/	43300	4300	1,369.00
				TH3 INTERSECTIONS REVIEW PROF SVCS 10/25	43300	4300	8,241.80
				2025 GIS SUPPORT PROF SVCS 10/25-11/21	43300	4300	202.50
Check MAIN 3850(A) Total for Fund 101 General Fund							9,884.30
Total For Dept: 4300							9,884.30
Dept: 4310 Streets							
01/05/2026	MAIN	3857(A)	H & L MESABI COMPANY	PLOW EDGES	43318	4310	3,776.00
				WO#5223 #1815 PLOW EDGES	43318	4310	2,334.00
Check MAIN 3857(A) Total for Fund 101 General Fund							6,110.00
01/05/2026	MAIN	3862(A)	MCMASTER-CARR SUPPLY COMPANY	WO#5222 #3078 SNOWBLOWER PARTS	42222	4310	49.62
01/05/2026	MAIN	3866(A)*#	ZIEGLER, INC.	SHOP SUPPLIES-OIL SAMPLES	42222	4310	222.08
				WO#5190 #4157 906 SERVICES FILTER/LUBE	42222	4310	56.43
				WO#5210 #1032 WIRE REPAIR ON 906	42222	4310	1,162.77
Check MAIN 3866(A) Total for Fund 101 General Fund							1,441.28
Total For Dept: 4310							7,600.90
Dept: 4330 Facilities							
01/05/2026	MAIN	3856(A)*#	EPIC ENTERPRISES, INC	SEPT 2025 CLEANING - PW, FAC	43306	4330	1,463.00
				NOV 2025 CLEANING - PW, FAC	43306	4330	1,225.00
				AUG 2025 CLEANING-PW, FAC	43306	4330	1,368.00
Check MAIN 3856(A) Total for Fund 101 General Fund							4,056.00
Total For Dept: 4330							4,056.00
Dept: 4550 Library							
01/05/2026	MAIN	3854(A)	EBSCO ACCOUNTS RECEIVABLE	LIBRARY MATERIALS- PERIODICALS	44431	4550	7,046.78
				NOVELIST PLUS DATABASE	44431	4550	3,038.00

CHECK DISBURSEMENT REPORT FOR CITY OF NORTHFIELD

CHECK DATE 01/05/2026 - 01/09/2026

Check Date	Bank Account	Check #	Payee	Description	Account Dept		Amount
Fund: 101 General Fund							
Dept: 4550 Library							
Check MAIN 3854(A) Total for Fund 101 General Fund							10,084.78
01/05/2026	MAIN	3859(A)	INNOVATIVE OFFICE SOLUTIONS, LLC	NAPKINS, PAPER, AND LABELS	42218	4550	124.70
				BINDER CLIPS	42218	4550	5.05
				CLIPS, LABELS, POST-IT NOTES, FOLDERS	42218	4550	181.46
Check MAIN 3859(A) Total for Fund 101 General Fund							311.21
01/05/2026	MAIN	3864(A)	MIDWEST TAPE LLC	LIBRARY MATERIALS	44431	4550	69.05
Total For Dept: 4550							10,465.04
Total For Fund: 101							274,969.73
Fund: 211 NCRC							
Dept: 4580 NCRC							
01/05/2026	MAIN	3856(A)*#	EPIC ENTERPRISES, INC	SEPT 2025 NCRC CLEANING TUES/WED/THURS.	43306	4580	462.51
				AUG 2025 NCRC CLEANING- TUES/WED/THURS	43306	4580	464.54
				NOV 2025 NCRC CLEANING TUES/WED/THURS	43306	4580	415.70
Check MAIN 3856(A) Total for Fund 211 NCRC							1,342.75
Total For Dept: 4580							1,342.75
Total For Fund: 211							1,342.75
Fund: 290 EDA							
Dept: 5100 EDA General Operating							
01/05/2026	MAIN	3860(A)	JOHN, EMERY A.	EDA PROFESSIONALS BIMONTHLY MTG MILEAGE	43331	5100	61.18
Total For Dept: 5100							61.18
Total For Fund: 290							61.18
Fund: 427 2026 CAPITAL PROJECTS							
Dept: 4800 Other Services							
01/05/2026	MAIN	3850(A)*#	BOLTON & MENK, INC.	2026 M&O/MTST IMPROVEMENTS PROF SVCS 10/	45520	4800	17,228.00
				2026 SPRING CREEK RD/MTST IMPROVEMENTS P	45520	4800	7,873.50
Check MAIN 3850(A) Total for Fund 427 2026 CAPITAL PROJECTS							25,101.50
Total For Dept: 4800							25,101.50
Total For Fund: 427							25,101.50
Fund: 455 Veh/Equip Replacement							
Dept: 4800 Other Services							
01/05/2026	MAIN	3866(A)*#	ZIEGLER, INC.	2025 CAT 938 WHEEL LOADER	45520	4800	180,546.76
Total For Dept: 4800							180,546.76
Total For Fund: 455							180,546.76
Fund: 602 Sewer Fund							
Dept: 6100 Wastewater							
01/05/2026	MAIN	3856(A)*#	EPIC ENTERPRISES, INC	SEPT 2025 CLEANING - WW	43302	6100	152.00
				NOV 2025 CLEANING - WW	43302	6100	152.50
				AUG 2025 CLEANING-WW	43302	6100	152.00
Check MAIN 3856(A) Total for Fund 602 Sewer Fund							456.50

CHECK DISBURSEMENT REPORT FOR CITY OF NORTHFIELD

CHECK DATE 01/05/2026 - 01/09/2026

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 602 Sewer Fund							
Dept: 6100 Wastewater							
Total For Dept: 6100							456.50
Total For Fund: 602							456.50
Fund: 603 Garbage Fund							
Dept: 6200 Garbage							
01/05/2026	MAIN	3866(A)*#	ZIEGLER, INC.	2025 CAT 938 WHEEL LOADER	45580	6200	88,926.02
Total For Dept: 6200							88,926.02
Total For Fund: 603							88,926.02
Fund: 609 Liquor Store							
Dept: 6400 Liquor Store - Purchases							
01/05/2026	MAIN	3852(A)	CANNON RIVER WINERY	Wine Purchases	42251	6400	775.20
Total For Dept: 6400							775.20
Dept: 6410 Liquor Store - Operations							
01/05/2026	MAIN	3851(A)	BY ALL MEANS	ENT GUIDE LIQ JAN 2026	43342	6410	125.00
Total For Dept: 6410							125.00
Total For Fund: 609							900.20
Report Total:							572,304.64

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

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



Legislation Text

File #: Res. 2026-013, **Version:** 1

City Council Meeting Date: January 20, 2026

To: Mayor and City Council
City Administrator

From: Lynette Peterson, City Clerk

Subject:

Consider Adopting Amended Schedule for 2026 City Council Meetings.

Action Requested:

The Northfield City Council is being asked to approve the attached Resolution adopting the amended schedule of City Council meetings for the first and third Tuesday of each month, with work sessions on the second Tuesday of each month. The previously approved schedule with the new amendments are attached.

Summary Report:

The Northfield City Charter provides that the Council shall meet at such time as may be prescribed by resolution. The meeting schedule will remain in effect until modified by the Council. The schedule can be modified at any time by resolution. Special meetings may be scheduled as needed as long as they comply with public notice requirements in accordance with the laws of Minnesota. The proposed schedule is as follows:

- Regular council meetings are the 1st and 3rd Tuesday of each month, with exceptions as noted on the attached schedule.
- Work sessions are typically scheduled on the 2nd Tuesday of each month.
- Meetings are typically held at City Hall at 6:00 p.m. unless otherwise noted.
- Regular Council meetings may be combined with work sessions when needed. Work sessions may be combined with a regular meeting, if the length of the agenda permits it. These will be posted on the meeting agenda.
- Additional meetings/work sessions will be scheduled as needed.
- Meetings and work sessions may be cancelled if not needed.

The Council previously approved the 2026 City Council schedule on September 9, 2025 via Res. 2025-076. However, it was recently brought to staff's attention that the state precinct caucuses are being held on February 3, 2026 (attachment 3). Per State Statute 202A.19 (attachment 4), local government public meetings (among others) cannot be held the same night as a caucus. Therefore, staff is proposing cancelling the February 3rd meeting and changing the February 10th work session to a regular meeting. No additional meetings will be added as a result of this change.

Alternative Options:

The Council could modify the meeting schedule or delay action on the resolution to a future meeting.

Financial Impacts:

None.

Tentative Timelines:

The current meeting schedule will remain in effect until modified by the Council.

CITY OF NORTHFIELD, MINNESOTA
CITY COUNCIL RESOLUTION 2026-013
ADOPTING SCHEDULE FOR CITY COUNCIL MEETINGS

WHEREAS, the following schedule is set forth for regular City Council meetings, unless specifically changed by the City Council:

Time:	6:00 p.m.
Location:	City Hall or Virtual as needed
Meeting Dates:	First and Third Tuesday of each Month (with exceptions noted on the attached list)

WHEREAS, City Council work sessions are typically scheduled on the second Tuesday of each Month; and

WHEREAS, meetings and work sessions will be added or may be cancelled or combined as needed.

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

The City Council of the City of Northfield hereby adopts the amended schedule for City Council meetings as shown on the attached list for 2026.

FURTHER BE IT RESOLVED THAT:

The meeting schedule shall remain in effect until modified by the Council.

PASSED by the City Council of the City of Northfield on this 20th day of January 2026.

ATTEST

City Clerk

Mayor

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

CITY COUNCIL MEETING SCHEDULE 2026
COUNCIL MEETINGS: FIRST & THIRD TUESDAY
WORK SESSIONS: SECOND TUESDAY

In an effort to accomplish the city council's goals for its business, the following schedule is planned for 2026. Meetings and work sessions may be combined, added or canceled as needed. Note: Schedule is subject to change. Check official meeting notice list for final schedule of meetings.

January	February	March
1/6 – Council meeting 1/13 – Work session 1/20 – Council meeting	2/3 – Council meeting 2/10 – Council meeting Work session 2/17 – Council meeting	3/3 – Council meeting 3/10 – Work session 3/17 – Council meeting
April	May	June
4/7 – Council meeting 4/14 – Work session 4/21 – Council meeting	5/4 – City Administrator 6-month Check-In 5/5 – Council meeting 5/12 – Work session 5/19 – Council meeting	6/2 – Council meeting 6/9 – Work session 6/16 – Council meeting
July	August	September
7/7 – Council meeting 7/14 – Work session 7/21 – Council meeting	8/3 – MONDAY Council Meeting 8/4 – Night to Unite – No Meeting 8/11 – No Meeting – Primary Election Day 8/18 – Council meeting/Work Session (regular – canvass election results) 8/25 – Council meeting	9/1 – No Meeting (due to shift in August) 9/8 – Council meeting 9/15 – Work session 9/22 – Council meeting
October	November	December
10/6 – Council meeting 10/13 – Work Session 10/20 – Council meeting	11/3 – No Meeting – Election Day 11/9 – City Administrator Annual Performance Review 11/10 – Council meeting (regular – canvass election results) 11/17 – Work session	12/1 – Council meeting

Approved: September 9, 2025 (Resolution 2025-XXX)



Legislation Text

File #: 26-047, **Version:** 1

City Council Meeting Date: January 20, 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. However, due to various reasons, some have remained with a December appointment and January term start, including some Council appointments.

Proposed appointments in the attachment are as follows:

Northfield Area Fire and Rescue Services

- Peter Dahlen removed from the board as a voting member per Council Motion 2026-010, limiting Council representation to one member.
- Brad Ness reappointed to a partial term ending December 31, 2026.

Planning Commission

- Kathleen Holmes removed from the commission as voting member per Council Motion 2026-010, adjusting Council representation to one advisory member.

Environmental Quality Commission

- Davin Soku removed from the commission per Council Motion 2026-010, limiting Council representation to only required and select boards/commission, not including the EQC.

Alternative Options:

N/A

Financial Impacts:

N/A

Tentative Timelines:

N/A



Legislation Text

File #: 26-048, **Version:** 1

City Council Meeting Date: January 20, 2026

To: Mayor and City Council

From: Ben Martig, City Administrator

Consider Approval of Amended 2025-2027 Annual Service Contract for Northfield Historical Society.

Action Requested:

The Northfield City Council is being asked to approve a motion approving the amended 2025-2027 annual service contract to provide funding to the Northfield Historical Society for their annual services with the City.

Summary Report:

The City Council approved the 2025-2027 annual service contract with the Northfield Historical Society on November 12, 2024. On January 7, 2025, the City Council approved a minor amendment for the 2025 portion of the agreement that would pay the approved amount in one installment, paid mid-January, as opposed to two installments as indicated in the initial contract. This was a request from the Northfield Historical Society. The contract was to remain as initially approved for 2026 and 2027. However, the Northfield Historical Society has again requested one payment in 2026. Staff proposes changing both 2026 and 2027 to pay the full amount in January. Staff also supports this process going forward for all similar partner contracts since it would be more efficient for the partner organization and City staff.

A redline (attachment 1) and clean (attachment 2) version of the amended contract is attached.

Please feel free to reach out to City Administrator Martig directly if there are any more detailed questions on the request.

Alternative Options:

Leave the contract as-is with two annual payments in 2026 and 2027 versus one up front as requested in the amendment.

Financial Impacts:

\$46,500 for 2026 and \$46,500 for 2027

This is not a change from the contact approved on November 12, 2024.

Tentative Timelines:

The amended contract would go into effect immediately.

CONSULTANT SERVICE CONTRACT

This Contract, made this 7-20 day of January, 2025~~2026~~, by and between the CITY OF NORTHFIELD, a Minnesota municipal corporation (the "CITY") 801 Washington Street, Northfield, MN 55057, and the NORTHFIELD HISTORICAL SOCIETY, a nonprofit corporation organized under the laws of the state of Minnesota, 408 Division St, Northfield, MN 55057 ("CONSULTANT"), (collectively the "Parties").

WHEREAS, the CITY requires certain services to assist the CITY in providing local history programing, maintaining a local history center and in archiving local and certain City historical records; and

WHEREAS, CONSULTANT agrees to furnish the various professional services required by the 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 G 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 written notice to the CITY of any additional services prior to furnishing such additional services. The CITY may request an estimate of additional cost from CONSULTANT, and upon receipt of the request, CONSULTANT shall furnish such cost estimate in writing, prior to the CITY's authorization of the changed scope of services.
- C. **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 trade.
- D. **Insurance.**
 - 1. CONSULTANT agrees to maintain, at CONSULTANT's expense, statutory worker's compensation coverage.

2. CONSULTANT agrees to maintain, at CONSULTANT's expense, general liability insurance coverage insuring CONSULTANT against claims for bodily injury, death or property damage arising out of CONSULTANT's general business activities (including automobile use).
 - i. The liability insurance policy shall provide coverage for each occurrence in the minimum amount of \$1,000,000.
 - ii. The liability insurance policy shall name the City of Northfield as additional insured.
 - iii. The liability insurance policy shall provide a minimum aggregate limit of \$2,000,000.
3. True, accurate and current certificates of insurance, showing evidence of the required insurance coverages, are hereby provided to the CITY by CONSULTANT and are attached hereto as Exhibit 2.

SECTION II – THE CITY'S RESPONSIBILITIES

- A. The CITY shall promptly compensate CONSULTANT as services are performed to the satisfaction of the CITY's City Clerk, in accordance with Section III of this Contract.
- B. The 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. The City Clerk shall serve as the liaison person to act as the 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 the CITY's policies with respect to the Project and CONSULTANT's services.

Such person shall be the primary contact person between the CITY and CONSULTANT with respect to the services from CONSULTANT under this Contract. The CITY reserves the right to substitute the authorized contact person at any time and shall notify CONSULTANT thereof.

SECTION III – CONSIDERATION

- A. **Fees.** The CITY will compensate CONSULTANT as detailed in Exhibit 3, Schedule of Fees, which is attached hereto and incorporated herein by reference, for CONSULTANT's performance of services under this Contract.
- B. If the CITY fails to make any payment due CONSULTANT for services performed to the satisfaction of the City Clerk as detailed in Exhibit 3, CONSULTANT, without waiving any claim or right against the CITY and without incurring liability whatsoever to the

CITY, suspend services 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, but in no event later than December 31, 2027.
- B. **Termination.** This Contract may be terminated by either party for any reason or for convenience by either party upon thirty (30) 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, attorney 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 the CITY, CONSULTANT shall be paid for any services performed to the satisfaction of the CITY Administrator prior to CONSULTANT's receipt of written notice from the 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 Administrator.

SECTION V – INDEMNIFICATION

- A. CONSULTANT shall indemnify, protect, save, hold harmless and insure the CITY, and its respective officers, directors, employees and members and agents, from and against any and all claims and demands for, or litigation with respect to, all damages which may arise out of or be caused by CONSULTANT or its agents, employees, contractors, subcontractors, or sub-consultants with respect to CONSULTANT's performance of its obligations under this Contract. CONSULTANT shall defend the CITY against the foregoing, or litigation in connection with the foregoing, at CONSULTANT's expense, with counsel reasonably acceptable to the CITY. The 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 the negligence or willful misconduct of the CITY. All indemnification obligations shall survive termination, expiration or cancellation of this Contract.

- B. Nothing contained in this Contract shall create a contractual relationship with or a cause of action in favor of a third party against the CITY or CONSULTANT. CONSULTANT's services under this Contract are being performed solely for the 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 thereof; 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 thereby.
- 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.** The PARTIES' representatives for notification for all purposes are:

THE CITY:

City Administrator

801 Washington Street

Northfield, MN 55057

Phone: (507) 645-3009

CONSULTANT:

Executive Director

Northfield Historical Society

408 Division Street

Northfield MN 55057

Phone: 507-645-9268

- D. **Independent Contractor Status.** CONSULTANT, at all times and for all purposes hereunder, shall be an independent contractor and is not an employee of the CITY for any purpose. No statement contained in this Contract shall be construed so as to find CONSULTANT to be an employee of the CITY, and CONSULTANT shall not be entitled to any of the rights, privileges, or benefits of employees of the 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.

- E. **Subcontracting.** CONSULTANT shall not enter into any subcontract for performance of any services contemplated under this Contract without the prior written approval of the CITY. CONSULTANT shall be responsible for the performance of all subcontractors and/or sub-consultants.
- F. **Assignment.** This Contract may not be assigned by either Party without the written consent of the other Party.
- G. **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 the CITY and CONSULTANT.
- H. **Records—Availability and Retention.** Pursuant to Minn. Stat. § 16C.05, subd. 5, CONSULTANT agrees that the 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.
- I. **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, except acts by the City Council, 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.

- J. **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.
- K. **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.
- L. **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 the CITY.
- M. **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.
- N. **Interest City Officials.** No elected official, officer, or employee of the 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.
- O. **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.
- P. **Data Practices.** The PARTIES acknowledge that this Contract is subject to the requirements of Minnesota's Government Data Practices Act, Minnesota Statutes, Section 13.01 *et seq.*
- Q. **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.
- R. **Patented Devices, Materials and Processes.** If this Contract requires, or the 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.

- S. **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 the City's interest in any 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.
- T. **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.
- U. **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.
- V. **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.
- W. **Survivability.** All covenants, indemnities, guarantees, releases, representations and warranties by any Party or PARTIES, and any undischarged obligations of the CITY and CONSULTANT arising prior to the expiration of this Contract (whether by completion or earlier termination), shall survive such expiration.
- X. **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.

SECTION VII –SIGNATURES

IN WITNESS WHEREOF, the PARTIES have hereunto executed this document the day and year first above written.

CONSULTANT: NORTHFIELD HISTORICAL SOCIETY

By: _____
Sean Allen, Its Executive Director

Date: _____

CITY OF NORTHFIELD:

By: _____
Erica Zweifel, Its Mayor

Date: _____

By: _____
Lynette Peterson, Its City Clerk

Date: _____

EXHIBIT 1

SCOPE OF SERVICES

Subject to the terms of this Contract, CONSULTANT shall perform the following services as its contractual obligation to the CITY:

- 1. Collect Northfield area history**
 - a. Identify those objects and records that best tell the story of the Northfield area, including those provided by the City, and accept them for the collection
 - b. Establish an ongoing retention schedule and transfer of records held by the City to NHS
- 2. Provide proper care for the objects and records held by NHS, including those provided by the City**
 - a. Provide aid to the Historic Preservation Commission and other researchers by digitizing relevant building and house records
- 3. Provide aid to the Historic Preservation Commission and other researchers by digitizing relevant building and house records**
 - a. Relevant records will include, but not be limited to, Marsten Headley's research files at NHS and Steve Edwin's personal HPC records
 - b. Investigate the possibility of uploading digital scans and metadata to the Northfield-Rice County Digital History Collection
- 4. Serve as one of the core entities the City relies on to promote Northfield, past and present**
 - a. Encourage local elementary students studying Northfield to visit the museum
 - i. Provide free museum admission for children and students.
 - ii. Share the story of Northfield beyond the 1876 raid
 - b. Research and develop interactive content on local indigenous people to supplement what is currently on display in the bank raid exhibit.
 - c. Continue to partner on the completion of a City Hall historical Washington Elementary School display planned for the foyer off the Washington Street access.
 - d. Implement Spanish language translation for written materials related to the Museum.
- 5. Acknowledge partnership with and support by the City.**
 - a. Use the appropriate approved City of Northfield credit line and logo(s) in printed materials, news releases, videos, social media posts, newsletters and web sites. If written credit is not applicable, provide oral credit during each event, performance, or media interviews.
 - b. Written acknowledgement must be accompanied by approved City logo and must be noted as follows: Our operation is made possible in part by assistance from the City of Northfield.
- 6. Participate in City productions and materials as requested.**

- a. Cooperate with City to create video and written materials. Cooperation includes timely communication, eager participation in the creation of video and written materials and sharing of all City-created materials through the CONSULTANTS communication channels.
- 7. Notice all CONSULTANT events on City Community Events Calendar.**
 - a. For all public events, create and submit on City-managed Community Events Calendar. These can be events, classes, exhibits, or whatever may be appropriate for the organization.

The CONSULTANT will report to the CITY mid -year. The CONSULTANT will submit a written report before the respective City Council meeting on the reports and make verbal presentations to the City Council at the meetings. Finally, the CONSULTANT will also submit its year -to -date financial report for the meetings.

EXHIBIT 2

CERTIFICATES OF REQUIRED INSURANCE COVERAGES

[Certificates of Insurance attached hereto]

EXHIBIT 3

SCHEDULE OF FEES

Subject to the limitations set forth in this Exhibit, the CITY will pay CONSULTANT \$42,000 for 2025, \$ 46,500 for 2026, and \$ 46,500 for 2027 (“Contract price”) for CONSULTANT’s services, including expenses, under this Contract.

The CITY will pay one payment ~~in the first year (2025)~~ of the Contract to CONSULTANT, in the following manner:

- a) One Installment. The first installment and second installment shall be paid on or before January 15; and

~~The CITY will pay two installment payments in the second and third year (2026 and 2027) of the Contract to CONSULTANT, in the following manner:~~

- ~~b) First Installment. The first installment of half the fee shall be paid on or before January 15; and~~
- ~~c) Second Installment: The second installment of half the fee shall be paid on or before August 15.~~

The CITY’s responsibility to make the payments described above shall be contingent upon CONSULTANT first demonstrating, to the CITY’s satisfaction, progress in:

1. Accomplishing its responsibilities listed in Exhibit 1;
2. Providing written and verbal reports on such progress to the CITY, in a form satisfactory to the CITY, prior to the second disbursement outlined above.

CONSULTANT SERVICE CONTRACT

This Contract, made this 20 day of January, 2026, by and between the CITY OF NORTHFIELD, a Minnesota municipal corporation (the “CITY”) 801 Washington Street, Northfield, MN 55057, and the NORTHFIELD HISTORICAL SOCIETY, a nonprofit corporation organized under the laws of the state of Minnesota, 408 Division St, Northfield, MN 55057 (“CONSULTANT”), (collectively the “Parties”).

WHEREAS, the CITY requires certain services to assist the CITY in providing local history programing, maintaining a local history center and in archiving local and certain City historical records; and

WHEREAS, CONSULTANT agrees to furnish the various professional services required by the 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 G 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 written notice to the CITY of any additional services prior to furnishing such additional services. The CITY may request an estimate of additional cost from CONSULTANT, and upon receipt of the request, CONSULTANT shall furnish such cost estimate in writing, prior to the CITY’s authorization of the changed scope of services.
- C. **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 trade.
- D. **Insurance.**
 - 1. CONSULTANT agrees to maintain, at CONSULTANT's expense, statutory worker's compensation coverage.

2. CONSULTANT agrees to maintain, at CONSULTANT's expense, general liability insurance coverage insuring CONSULTANT against claims for bodily injury, death or property damage arising out of CONSULTANT's general business activities (including automobile use).
 - i. The liability insurance policy shall provide coverage for each occurrence in the minimum amount of \$1,000,000.
 - ii. The liability insurance policy shall name the City of Northfield as additional insured.
 - iii. The liability insurance policy shall provide a minimum aggregate limit of \$2,000,000.
3. True, accurate and current certificates of insurance, showing evidence of the required insurance coverages, are hereby provided to the CITY by CONSULTANT and are attached hereto as Exhibit 2.

SECTION II – THE CITY'S RESPONSIBILITIES

- A. The CITY shall promptly compensate CONSULTANT as services are performed to the satisfaction of the CITY's City Clerk, in accordance with Section III of this Contract.
- B. The 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. The City Clerk shall serve as the liaison person to act as the 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 the CITY's policies with respect to the Project and CONSULTANT's services.

Such person shall be the primary contact person between the CITY and CONSULTANT with respect to the services from CONSULTANT under this Contract. The CITY reserves the right to substitute the authorized contact person at any time and shall notify CONSULTANT thereof.

SECTION III – CONSIDERATION

- A. **Fees.** The CITY will compensate CONSULTANT as detailed in Exhibit 3, Schedule of Fees, which is attached hereto and incorporated herein by reference, for CONSULTANT's performance of services under this Contract.
- B. If the CITY fails to make any payment due CONSULTANT for services performed to the satisfaction of the City Clerk as detailed in Exhibit 3, CONSULTANT, without waiving any claim or right against the CITY and without incurring liability whatsoever to the

CITY, suspend services 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, but in no event later than December 31, 2027.
- B. **Termination.** This Contract may be terminated by either party for any reason or for convenience by either party upon thirty (30) 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, attorney 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 the CITY, CONSULTANT shall be paid for any services performed to the satisfaction of the CITY Administrator prior to CONSULTANT's receipt of written notice from the 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 Administrator.

SECTION V – INDEMNIFICATION

- A. CONSULTANT shall indemnify, protect, save, hold harmless and insure the CITY, and its respective officers, directors, employees and members and agents, from and against any and all claims and demands for, or litigation with respect to, all damages which may arise out of or be caused by CONSULTANT or its agents, employees, contractors, subcontractors, or sub-consultants with respect to CONSULTANT's performance of its obligations under this Contract. CONSULTANT shall defend the CITY against the foregoing, or litigation in connection with the foregoing, at CONSULTANT's expense, with counsel reasonably acceptable to the CITY. The 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 the negligence or willful misconduct of the CITY. All indemnification obligations shall survive termination, expiration or cancellation of this Contract.

- B. Nothing contained in this Contract shall create a contractual relationship with or a cause of action in favor of a third party against the CITY or CONSULTANT. CONSULTANT's services under this Contract are being performed solely for the 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 thereof; 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 thereby.
- 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.** The PARTIES' representatives for notification for all purposes are:

THE CITY:

City Administrator

801 Washington Street

Northfield, MN 55057

Phone: (507) 645-3009

CONSULTANT:

Executive Director

Northfield Historical Society

408 Division Street

Northfield MN 55057

Phone: 507-645-9268

- D. **Independent Contractor Status.** CONSULTANT, at all times and for all purposes hereunder, shall be an independent contractor and is not an employee of the CITY for any purpose. No statement contained in this Contract shall be construed so as to find CONSULTANT to be an employee of the CITY, and CONSULTANT shall not be entitled to any of the rights, privileges, or benefits of employees of the 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.

- E. **Subcontracting.** CONSULTANT shall not enter into any subcontract for performance of any services contemplated under this Contract without the prior written approval of the CITY. CONSULTANT shall be responsible for the performance of all subcontractors and/or sub-consultants.
- F. **Assignment.** This Contract may not be assigned by either Party without the written consent of the other Party.
- G. **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 the CITY and CONSULTANT.
- H. **Records—Availability and Retention.** Pursuant to Minn. Stat. § 16C.05, subd. 5, CONSULTANT agrees that the 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.
- I. **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, except acts by the City Council, 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.

- J. **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.
- K. **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.
- L. **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 the CITY.
- M. **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.
- N. **Interest City Officials.** No elected official, officer, or employee of the 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.
- O. **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.
- P. **Data Practices.** The PARTIES acknowledge that this Contract is subject to the requirements of Minnesota's Government Data Practices Act, Minnesota Statutes, Section 13.01 *et seq.*
- Q. **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.
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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.

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- U. **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.
- V. **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.
- W. **Survivability.** All covenants, indemnities, guarantees, releases, representations and warranties by any Party or PARTIES, and any undischarged obligations of the CITY and CONSULTANT arising prior to the expiration of this Contract (whether by completion or earlier termination), shall survive such expiration.
- X. **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.

SECTION VII –SIGNATURES

IN WITNESS WHEREOF, the PARTIES have hereunto executed this document the day and year first above written.

CONSULTANT: NORTHFIELD HISTORICAL SOCIETY

By: _____
Sean Allen, Its Executive Director

Date: _____

CITY OF NORTHFIELD:

By: _____
Erica Zweifel, Its Mayor

Date: _____

By: _____
Lynette Peterson, Its City Clerk

Date: _____

EXHIBIT 1

SCOPE OF SERVICES

Subject to the terms of this Contract, CONSULTANT shall perform the following services as its contractual obligation to the CITY:

- 1. Collect Northfield area history**
 - a. Identify those objects and records that best tell the story of the Northfield area, including those provided by the City, and accept them for the collection
 - b. Establish an ongoing retention schedule and transfer of records held by the City to NHS
- 2. Provide proper care for the objects and records held by NHS, including those provided by the City**
 - a. Provide aid to the Historic Preservation Commission and other researchers by digitizing relevant building and house records
- 3. Provide aid to the Historic Preservation Commission and other researchers by digitizing relevant building and house records**
 - a. Relevant records will include, but not be limited to, Marsten Headley's research files at NHS and Steve Edwin's personal HPC records
 - b. Investigate the possibility of uploading digital scans and metadata to the Northfield-Rice County Digital History Collection
- 4. Serve as one of the core entities the City relies on to promote Northfield, past and present**
 - a. Encourage local elementary students studying Northfield to visit the museum
 - i. Provide free museum admission for children and students.
 - ii. Share the story of Northfield beyond the 1876 raid
 - b. Research and develop interactive content on local indigenous people to supplement what is currently on display in the bank raid exhibit.
 - c. Continue to partner on the completion of a City Hall historical Washington Elementary School display planned for the foyer off the Washington Street access.
 - d. Implement Spanish language translation for written materials related to the Museum.
- 5. Acknowledge partnership with and support by the City.**
 - a. Use the appropriate approved City of Northfield credit line and logo(s) in printed materials, news releases, videos, social media posts, newsletters and web sites. If written credit is not applicable, provide oral credit during each event, performance, or media interviews.
 - b. Written acknowledgement must be accompanied by approved City logo and must be noted as follows: Our operation is made possible in part by assistance from the City of Northfield.
- 6. Participate in City productions and materials as requested.**

- a. Cooperate with City to create video and written materials. Cooperation includes timely communication, eager participation in the creation of video and written materials and sharing of all City-created materials through the CONSULTANTS communication channels.
- 7. Notice all CONSULTANT events on City Community Events Calendar.**
 - a. For all public events, create and submit on City-managed Community Events Calendar. These can be events, classes, exhibits, or whatever may be appropriate for the organization.

The CONSULTANT will report to the CITY mid -year. The CONSULTANT will submit a written report before the respective City Council meeting on the reports and make verbal presentations to the City Council at the meetings. Finally, the CONSULTANT will also submit its year -to -date financial report for the meetings.

EXHIBIT 2

CERTIFICATES OF REQUIRED INSURANCE COVERAGES

[Certificates of Insurance attached hereto]

EXHIBIT 3

SCHEDULE OF FEES

Subject to the limitations set forth in this Exhibit, the CITY will pay CONSULTANT \$42,000 for 2025, \$ 46,500 for 2026, and \$ 46,500 for 2027 (“Contract price”) for CONSULTANT’s services, including expenses, under this Contract.

The CITY will pay one payment of the Contract to CONSULTANT, in the following manner:

- a) One Installment. The first installment and second installment shall be paid on or before January 15; and

The CITY’s responsibility to make the payment described above shall be contingent upon CONSULTANT first demonstrating, to the CITY’s satisfaction, progress in:

1. Accomplishing its responsibilities listed in Exhibit 1;
2. Providing written and verbal reports on such progress to the CITY, in a form satisfactory to the CITY, prior to the second disbursement outlined above.



Legislation Text

File #: Res. 2026-014, **Version:** 1

City Council Meeting Date: January 20, 2026

To: Mayor and City Council
City Administrator

From: Lynette Peterson, City Clerk

Approve application for premises permit for the Waterford Warriors Snowmobile Club at Applebee's.

Action Requested:

The Northfield City Council is being asked to consider the attached resolution approving a premises permit application for the Waterford Warriors Snowmobile Club to conduct gambling activities at Applebee's, 2433 MN Highway 3, Northfield.

Summary Report:

The Waterford Warriors Snowmobile Club is in the process of applying for a premises permit to conduct charitable gambling at Applebee's pursuant to Gambling Control Board procedures, part of the process includes obtaining city approval of the premises permit. The premises permit allows the Waterford Warriors Snowmobile Club to conduct gambling activities at Applebee's subject to the rules and regulations of the Minnesota Gambling Control Board. Effective July 1, 2009, the term of a premises permit is perpetual. The permit remains in effect until the organization terminates the site or the Gambling Control Board suspends or revokes the permit. Organizations are no longer required to renew premises permits every two years. Staff recommends approval.

Alternative Options:

N/A

Financial Impacts:

The City of Northfield receives a \$50 fee for the premises permit.

Tentative Timelines:

N/A

CITY OF NORTHFIELD, MN
RESOLUTION 2026-2014
APPROVING PREMISES PERMIT APPLICATION FOR THE
WATERFORD WARRIORS SNOWMOBILE CLUB

WHEREAS, the Waterford Warriors Snowmobile Club is applying to the Gambling Control Board for a premises permit to conduct gambling activities at Applebee's, 2433 MN Highway 3, Northfield, Minnesota; and

WHEREAS, the City must consider approval or denial of such applications.

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

The City Council of the City of Northfield hereby approves a premises permit application for the Waterford Warriors Snowmobile Club to conduct gambling activities at 2433 MN Highway 3, Northfield, Minnesota.

PASSED by the City Council of the City of Northfield on this 20th day of January, 2026.

ATTEST

City Clerk

Mayor

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



Legislation Text

File #: 26-049, Version: 1

City Council Meeting Date: January 20, 2026

To: Mayor and City Council
City Administrator

From: Jeff Schroepfer, Chief of Police

Consideration of a Capital Membership Agreement with the City of Lakeville for Use of the FiRST Center Public Safety Training Facility.

Action Requested:

The Northfield City Council is asked to consider a motion approving the attached FiRST Center Capital Membership Agreement between the City of Northfield and the City of Lakeville and authorizing the Mayor and City Clerk to execute the agreement.

Summary Report:

The City Council is asked to approve a Capital Membership Agreement between the City of Northfield and the City of Lakeville for participation in the Lakeville FiRST Center, a regional public safety training facility located at 7777 - 214th Street, Lakeville, Minnesota.

The FiRST Center is a purpose-built training facility designed for use by law enforcement and other public safety first responders. The facility was constructed in part with funding from a State of Minnesota Department of Public Safety grant and is intended to support high-quality training for agencies serving the south metro area and surrounding communities.

Under this agreement, the Northfield Police Department will participate as a **Capital Member** for a ten (10) year term. Capital Membership provides priority scheduling and access to a wide range of training spaces, including firearms ranges, classrooms, defensive tactics space, virtual reality training areas, and reality-based training environments. The agreement also allows department personnel to access the facility outside of normal business hours, subject to designated agency oversight and facility rules.

The agreement requires a one-time, nonrefundable initiation fee of \$10,000 and an annual membership fee based on the number of sworn peace officer positions authorized by the City. Annual membership fees are subject to scheduled increases over the term of the agreement, as outlined in the contract.

This agreement supports the Northfield Police Department's ongoing training needs by providing consistent access to modern, specialized training facilities that are not available locally.

City staff recommends approval of this agreement.

Alternative Options:

An alternative option would be to not enter into the FiRST Center Capital Membership Agreement. Staff does not recommend this option, as it would significantly limit access to advanced and specialized training opportunities for officers and would require the City to seek comparable training facilities on an ad hoc basis, likely at increased cost and with reduced availability.

Financial Impacts:

The agreement includes a one-time initiation fee of \$10,000 and ongoing annual membership fees calculated at \$1,100 per authorized sworn officer (currently 26), subject to annual increases as specified in the agreement. These costs are anticipated to be included within the Police Department's annual training budget and long-term financial planning.

Tentative Timelines:

Following Council approval and execution, the agreement will be effective upon completion of the FiRST Center, around July 2026, and will remain in effect for a ten-year term.

FIRST CENTER CAPITAL MEMBERSHIP AGREEMENT

THIS MEMBERSHIP AGREEMENT (“Agreement”) is made and entered into as of the 1st day of _____, 202_ by and between CITY OF LAKEVILLE, a Minnesota municipal corporation (“Lakeville”) and _____, a _____, on behalf of its [police department/law enforcement agency] (“Department”) (each sometimes hereinafter called “party,” and both sometimes collectively called “parties”).

Recitals

A. Lakeville owns and operates FiRST Center, a training facility designed for use by public safety first responders (“FiRST Center”). FiRST Center is located at 7777 – 214th Street, Lakeville, MN 55044.

B. The construction of FiRST Center was funded, in part, by a grant from the State of Minnesota Department of Public Safety and is subject to the terms and conditions of a General Funds Grant Agreement Construction Grant for the Lakeville Regional Public Safety Training Center (the “Grant”). The Grant was authorized by Minnesota Laws 2023, chapter 72, Art. 2, Sec. 6 for the purpose of providing training facilities for first responders serving the south portion of the Twin Cities metropolitan area and adjacent cities and counties.

B. FiRST Center includes a variety of separate training spaces, each of which Lakeville makes available for rental. FiRST Center is intended primarily for use by law enforcement agencies and sworn peace officers, but portions of the facility are available for use by non-law enforcement governmental agencies.

C. Lakeville offers two levels of memberships to governmental entities: Capital Membership and Preferred Membership. The purchase of a membership entitles the member government entity with preferred scheduling, pricing and other benefits.

D. Department desires to purchase a membership in FiRST Center at the Capital Membership level.

E. This Agreement is entered into for the purposes of carrying out the purpose for which the Grant was allocated, as set forth at Recital B above and pursuant to Minn. Stat. § 471.59.

Capital Membership Terms and Conditions

1. **Term of Agreement; Termination.** This Agreement is effective as of the date written above and has a term of ten (10) years. Department may terminate this Agreement early by providing written notice to Lakeville of its intent to terminate, not less than 12 months in advance of the effective date of termination; provided: (1) no termination may be effective within the first five (5) years of this Agreement; and (2) the annual membership fee for 12 months preceding the early termination date will be 100% of the amount required by section 4(b) of this Agreement. Lakeville may terminate this Agreement if: (a) there is a material default by

Member that remains uncured after 30 days' written notice from Lakeville to Member or (b) the specific purpose for which the Grant was allocated is terminated or changed.

2. **Definitions.** For purposes of this Agreement, the terms below have the meanings ascribed to them:

“Capital Member” means any government entity that has purchased a membership for its law enforcement agency at the Capital Membership level. All references to “Capital Member” in this Agreement include the Department.

“Department” means the police department or other law enforcement agency of the government entity identified above.

“Space” means any of the individual spaces described in section 5 of this Agreement, any two or more of which are collectively referred to as “Spaces.”

“General Schedule” means the schedule of normal operating hours for FiRST Center, during which non-member law enforcement agencies, non-member governmental entities, and members of the public may reserve FiRST Center Spaces.

“Preferred Member” means the law enforcement agency of any government entity that has purchased a membership at the Preferred Membership level.

“Authorized Agency Representatives” or “AARs” are those employees designated by Department to oversee Users’ use of the Center, as provided in section 3(b) of this Agreement.

“Users” means every sworn peace officer who is an employee of Department and those non-sworn employees of the Department as authorized by the Department’s chief law enforcement officer, each of whom is a “User.”

3. **Roster of Users; Authorized Agency Representatives; Responsibilities.**

- a. This Agreement allows Users to access the Center outside of normal business hours. The parties agree that, for the security of the Center and all persons using the Center, it is essential that Department provide Lakeville with a roster of all Users in its employ and maintain that roster as current by promptly notifying Lakeville of any changes in the roster. When possible, Department must notify Lakeville at least three business days in advance of the date that a User will separate from employment with Department; and in all other cases Department must notify Lakeville as soon as practicable of the User’s separation from employment.
- b. Department must designate one or more AARs who will coordinate the use of the Center by Department and its Users. At least one AAR must be present in each space(s) when Department or any of its Users accesses the Facility in the absence of FiRST Center Staff, whether during or after normal operating hours. Lakeville

will provide each AAR with mandatory orientation and instruction on the Center and its operations. Lakeville will provide each AAR with a key fob for access to the Center, to be used only by the AAR. AARs are prohibited from sharing the key fob with any other person. Only AARs may reserve Spaces for use by the Department or Users.

c. AARs have the following responsibilities:

- (1) Providing each User with a copy of the rules and regulations issued by Lakeville for the use of FiRST Center, prior to the User's use of the FiRST Center.
- (2) Obtaining each User's signature on a liability waiver form issued by Lakeville, prior to the User's first use of the FiRST Center. AARs must provide the original executed waiver form to the FiRST Center manager, and must maintain a copy for Member's use.
- (3) Each AAR shall be responsible for ensuring that all Spaces used by the Department or its Users are properly cleaned and reset after each use. This includes removal of trash/brass/debris, sanitization of surfaces, floors, and equipment, and restoration of the Space to its original condition. Lakeville will provide each AAR with training on the use of cleaning equipment and procedures. AARs must follow all cleaning protocols as instructed by the Lakeville FiRST Center Manager.

4. **Membership Fees.** Department agrees to pay the following membership fees:

- a. Initiation fee. Within thirty (30) days after the date of this Agreement, Department agrees to pay Lakeville a one-time, nonrefundable initiation fee of Ten Thousand and No/100ths Dollars (\$10,000.00).
- b. Annual membership fees. Department agrees to pay an annual membership fee to Lakeville equal to One Thousand One Hundred and No/100ths Dollars (\$1,100.00) for each sworn peace officer that the Department is authorized to employ at the time payment is made, regardless of whether all authorized positions are filled. There are no mid-year adjustments to annual membership fees, regardless of whether the Department's authorized roster increases or decreases.
 - (1) Every payment of annual membership fees must be accompanied by verification of the Department's authorized number of sworn officers and a current roster of all Users for the Department.
 - (2) The initial payment of membership fees is due within thirty (30) days of the date of this Agreement, and the fees shall be prorated for any partial calendar year. Payments for subsequent calendar years are due on or before January 5 of the

calendar year to which the payment will apply. The payment for the last calendar year of this Agreement shall be prorated to the termination date.

- (3) The per-User rate of \$1,100.00 will automatically increase by a percentage as provided in this clause, as of the anniversary date of this Agreement, and the annual payments must reflect the price adjustment for the applicable portion of each calendar year. For the second through fifth years of this Agreement, the annual increase will be three percent (3%); for the sixth through tenth years of this Agreement; the annual increase will be determined by Lakeville and will be not less than three percent (3%) and not more than five percent (5%). Lakeville will provide Member with notice of rate changes by August 1 of the year preceding the effective date of the rate change.

- c. In consideration of the initial fee and the annual membership fee, Department is entitled to priority scheduling of Spaces in accordance with section 6 of this Agreement, at no additional charge.

5. **Available Spaces and Use Segments.** The following Spaces within FiRST Center are available for use by Department as provided in this Agreement:

- a. 12-Lane, 50-yard gun range (“50-yard Range”). The 50-Yard Range is intended for use primarily by law enforcement agencies and their sworn peace officer employees. It is available for priority scheduling by the Lakeville Police Department, Capital Members and Preferred Members in accordance with section 6 below. During the priority scheduling period Capital Members shall be allotted 1.5 hours per authorized sworn officer per calendar year. The 50-Yard Range may be reserved for a minimum of four (4) hours during the designated weekday time blocks of 8:00 a.m. to 12:00 p.m. or 12:00 p.m. to 4:00 p.m. Reservations beginning after 4:00 p.m. do not require a minimum number of hours.
- b. 6-Lane, 25-yard gun range (“25-yard Range”). The 25-Yard Range is intended for use by law enforcement agencies and members of the general public. It is available for priority scheduling by the Lakeville Police Department, Capital Members and Preferred Members in accordance with section 6 below. During the priority scheduling period Capital Members shall be allotted 1.5 hours per authorized sworn officer per calendar year. The 25-Yard Range may be reserved for a minimum of four (4) hours during the designated weekday time blocks of 8:00 a.m. to 12:00 p.m. or 12:00 p.m. to 4:00 p.m. Reservations beginning after 4:00 p.m. do not require a minimum number of hours.
- c. Two rooms are available for classroom training, each of which can accommodate up to 57 persons, or when combined, up to 114 persons (collectively, the “Classrooms,” and individually, a “Classroom”). The Classrooms are intended for use by law enforcement agencies, non-law-enforcement governmental entities, and members of the general public. They are available for priority scheduling by the Lakeville Police and Fire Departments, Capital Members, and Preferred Members in accordance with

Section 6 below. During the priority scheduling period, Capital Members shall be allotted 2.0 hours per authorized sworn officer per calendar year. A Classroom may be reserved for a minimum of four (4) hours during the designated weekday time blocks of 8:00 a.m. to 12:00 p.m. or 12:00 p.m. to 4:00 p.m. Reservations beginning after 4:00 p.m. do not require a minimum number of hours. When both Classrooms are reserved concurrently, each Classroom will count separately toward the total allotted hours (i.e., one hour per Classroom).

- d. Defensive Tactics/Mats room (“Mats Room”). The Mats Room is 1,503 square feet in size with wall pads and floor mats. The Mats Room is intended for use by law enforcement agencies and their sworn peace officer employees and by fire departments and their firefighters. It is available for priority scheduling by the Lakeville Police and Fire Departments, Capital Members and Preferred Members in accordance with section 6 below. During the priority scheduling period Capital Members shall be allotted 1.5 hours per authorized sworn officer per calendar year. The Mats Room may be reserved for a minimum of four (4) hours during the designated weekday time blocks of 8:00 a.m. to 12:00 p.m. or 12:00 p.m. to 4:00 p.m. Reservations beginning after 4:00 p.m. do not require a minimum number of hours.
- e. Virtual reality training area (“VR Area”). The VR Training Area is a purpose-built environment designed to immerse officers in realistic, scenario-based training through the use of cutting-edge virtual reality technology. The VR Area is intended for use by law enforcement agencies and their sworn peace officer employees and by fire departments and their firefighters. It is available for priority scheduling by the Lakeville Police and Fire Departments, Capital Members and Preferred Members in accordance with section 6 below. During the priority scheduling period Capital Members shall be allotted 1.0 hours per authorized sworn officer per calendar year. The VR Area may be reserved for a minimum of four (4) hours during the designated weekday time blocks of 8:00 a.m. to 12:00 p.m. or 12:00 p.m. to 4:00 p.m. Reservations beginning after 4:00 p.m. do not require a minimum number of hours.
- f. Indoor reality-based training area and outdoor training area (“IR Area”). The IR Area is a two-story reality-based training space featuring flexible wall systems that simulate a variety of commercial and residential environments, with customizable lighting and sound options. The IR Area is intended for use by law enforcement agencies and their sworn peace officer employees and by fire departments and their firefighters. It is available for priority scheduling by the Lakeville Police and Fire Departments, Capital Members and Preferred Members in accordance with section 6 below. During the priority scheduling period Capital Members shall be allotted 1.5 hours per authorized sworn officer per calendar year. The IR-Area may be reserved for a minimum of four (4) hours during the designated weekday time blocks of 8:00 a.m. to 12:00 p.m. or 12:00 p.m. to 4:00 p.m. Reservations beginning after 4:00 p.m. do not require a minimum number of hours.

6. **Priority Scheduling.** Lakeville will make FiRST Center Spaces available for priority reservation by the Lakeville Police and Fire Departments, Capital Members and Preferred

Members, as provided in this section. Lakeville will follow the process described below during the entire term of this Agreement but may modify the specified dates for the first calendar year of the Center's operation, which is expected to be a partial calendar year.

- a. No later than November 1 of each year, each Capital Member must notify Lakeville of its requested priority reservation times and dates for each Space.
- b. Lakeville staff shall review the schedules requested by all Capital Members and shall work in good faith with the law enforcement agencies of all Capital Members to resolve any scheduling conflicts. Each Capital Member agrees to work promptly and in good faith with Lakeville staff and any Capital Members to resolve scheduling conflicts.
- c. Lakeville, in its sole discretion, shall make a scheduling determination for any unresolved scheduling conflicts among Capital Members by December 1 of each year and shall notify Capital Members of the schedule.
- d. After the schedule for Capital Members is determined, Lakeville will follow a similar process for Preferred Member reservations. After the schedule for Preferred Members is determined and prior to the next calendar year, Lakeville will release the General Schedule for the FiRST Center for the upcoming calendar year.

7. **Use in Addition to Priority Scheduling.** In addition to the Department's priority reservations, the Department is allowed to use FiRST Center Spaces as follows:

- a. Subject to paragraph (c) of this section, any of Department's AARs may reserve any of the Spaces from the General Schedule or after normal operating hours for use by the Department, with no limitation on the number of hours, and at no additional cost to Department. All reservations made under this provision are subject to the provisions of section 8 of this Agreement.
- b. Based on availability, any of Department's AARs may make reservations from the General Schedule or after normal operating hours for use by an individual User of a lane at the 25-Yard Range or 50 Yard Range, with no limitation on the number of hours, and at no additional cost to Department. Reservations made from the General Schedule under this provision are subject to the provisions of section 8 of this Agreement, but after-hours reservations made under this provision are not subject to section 8.
- c. Reservations under this section may be made no more than fourteen (14) calendar days in advance of the reservation date and are subject to availability. The Center's facility manager may waive the fourteen-day limitation when the manager determines it is in the FiRST Center's interest.

8. **Unused Reservations.** Department may not assign or sublet its reservations to anyone. Department may return reserved Spaces and, subject to availability, reschedule by providing 30 days' advanced written notice to Lakeville prior to the scheduled reservation. Department agrees to pay a fee equal to one-half the normal rental rate for the rescheduled time. If Department fails to provide the required notice and fails to use a reserved Space, Department agrees to pay Lakeville for the unused reservation at the established rental rate for the unused Space(s). In its sole discretion, Lakeville may waive the provisions of this paragraph for reservations that are cancelled due to a public safety emergency.

9. **Storage.** Department will be provided with dedicated storage space at FiRST Center for Department's ammunition and related supplies.

10. **Rules and Regulations.** Lakeville may issue rules and regulations related to the use of FiRST Center. Member is responsible for ensuring that its officials, employees, volunteers, members, guests and invitees comply with FiRST Center's rules and regulations and applicable city ordinances and state and federal laws while using FiRST Center.

10. **Insurance.** Lakeville and Member each agree to maintain comprehensive liability insurance, or its equivalent, protecting it from claims for damages for bodily injury and property damage in the minimum amount of \$1,500,000 per occurrence; \$2,000,000 annual aggregate. Member agrees to maintain workers' compensation coverage as required by law for all employees using the FiRST Center.

11. **Indemnification.** Each party agrees that it will be responsible for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of the other party and the results thereof. The liability of Minnesota State shall be governed by the provisions of the Minnesota Tort Claims Act, Minnesota Statutes Section 3.732 and 3.736, et seq., and other applicable law.

- a. **Waiver and assumption of risk.** Member understands and acknowledges the risk and hazards associated with using FiRST Center and hereby assumes any and all risks and hazards associated therewith. Member agrees that each User hereby irrevocably waives any and all claims against Lakeville and its officials, employees or agents for any bodily injury, including death, loss or property damage incurred by User as a result of using the FiRST Center and hereby irrevocably releases and discharges Lakeville and any of its officials, employees or agents from any and all claims of liability. This section does not apply to claims for bodily injury, including death, or property damage that directly result from a hazardous condition of the property attributable to the negligent acts or omissions of Lakeville, its officials, employees or agents.

12. **General Provisions.**

- a. **Notices.** All notices or communications required or permitted pursuant to this Agreement shall be either hand delivered or mailed to the Lakeville and Member by, certified mail, return-receipt requested, at the following address:

Lakeville: Lakeville FiRST Center
Attn: FiRST Center Manager
7777 214th St W
Lakeville, MN 55044

User: _____
Attn: _____

Either party may change its address by written notice delivered to the other party pursuant to this section.

- b. **Non-Assignability.** This Agreement may not be assigned by either party.
- c. **Amendment.** Any alteration, amendment, variation, modification or waiver of the provisions of the Agreement shall be valid only after it has been reduced to writing and signed by the parties.
- d. **No Waiver.** The waiver of any of the rights and/or remedies arising under the terms of this Agreement on any one occasion by any party hereto shall not constitute a waiver or any rights and/or remedies in respect to any subsequent breach or default of the terms of this Agreement. The rights and remedies provided or referred to under the terms of this Agreement are cumulative and not mutually exclusive.
- e. **Governing Law and Venue.** This Agreement shall be interpreted and construed according to the laws of the State of Minnesota, without regarding to choice of law provisions. Any civil action shall be venued in Dakota County district court.
- f. **Counterparts.** This Agreement may be executed in counterparts, each of which shall be deemed to be an original document and together shall constitute one instrument.
- g. **Captions and Headings.** Captions and headings used in the Agreement are inserted only as a matter of convenience and for reference and in no way define, limit or describe the scope of the intent of this Agreement.

[signature pages follow]

Signature Page - Lakeville

By: _____
(Name of person signing)
Its:

Signature Page – Member

By: _____

Its: _____

By: _____

Its: _____



Legislation Text

File #: 26-050, **Version:** 1

City Council Meeting Date: January 20, 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.

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)

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



Legislation Text

File #: 26-051, **Version:** 1

City Council Meeting Date: January 20, 2026

To: Mayor and City Council
City Administrator

From: Andrew Tussing, Streets & Parks Manager
David Bennett, Public Works Director/City Engineer

Consider Motion Approving the Plans and Specifications for the Dresden Hill Park Playground Improvements and Authorize Bids.

Action Requested:

Consider Motion approving the Plans and Specifications for the Dresden Hill Park Site Improvements and Authorize Bids.

Summary Report:

The City has been working with Bruce Jacobson Landscape Architect LLC and Bolten & Menk, Inc. to make park improvements to Dresden Hill Park. The project has been discussed and approved by the Parks and Recreation Advisory Board; staff has held multiple neighborhood meetings. Staff also met with Age Friendly Northfield to get additional input to ensure the park is accessible for all ages.

Bruce Jacobson will present the final project plan. Once approved by Council, staff will move forward on constructing a bid package to send out and request bids to complete this project.

The specific plans for approval (Attachment 1) and the overall presentation (Attachment 2) are attached.

City Plans & Policies Relevance:

Consistent with applicable plans of the following plans: Comprehensive Plan; Pedestrian, Bike and Trail System Plan; Parks, Open Space and Trail System Plans; Northfield Parks & Recreation CIP Study, and Historic Designation with Certificate of Appropriateness review and approval by the Heritage Preservation Commission.

Some examples of consistency includes master plan compliance, equity related to location in the City completing improvements in an underserved/underrepresented area of the community, connectivity to trails and open spaces, accessible play facilities, public engagement to inform park improvements, financial stewardship and responsibility of proper maintenance of facilities with dedicated source of funding that has been planned and implemented, re-use of salvageable amenities versus replacement.

Alternative Options:

NA

Financial Impacts:

Dresden Hill Park upgrades \$300,000 out of the Park Fund, which was approved as part of the CIP adoption.

Tentative Timelines:

- No further action by City Council after plan adoption.
- After approval, detailed construction documents and bidding will proceed forward.
- Project to start spring 2026.

CITY OF NORTHFIELD

CONSTRUCTION PLANS FOR

DRESDEN HILL PARK SITE IMPROVEMENTS (206 DRESDEN AVE.)

REMOVALS, SITE GRADING, CONCRETE SIDEWALKS, PLAYGROUND CONSTRUCTION, SITE AMENITIES, AND SITE RESTORATION

JANUARY, 2026

RESOURCE LIST

CITY OF NORTHFIELD

City Hall
801 Washington Street
Northfield, MN 55057
645-8833

City Administrator:
Ben Martig

Mayor: Erica Zweifel

City Council Members:
Kathleen Holmes
Chad Beumer
Peter Dahlen
Jessica Peterson White
Brad Ness
Davin Sokup

Public Works Director / City Engineer:
David Bennett, P.E.
507-645-3006

Engineering Manager:
Sean Simonson
507-645-3049

Utility Superintendent:
Justin Wagner
507-645-3083

Streets and Parks Manager:
Andrew Tussing
507-645-3027

UTILITIES

GAS
Xcel Energy - Gas
Nathan Luedtke
952-334-2923
nathan.m.luedtke@xcelenergy.com

COMMUNICATIONS

Spectrum (Charter Communications)
Chuck Snyder
952-367-4246
charles.snyder@charter.com

Lumen (CenturyLink)
Justin Elkins
Justin.Elkins@lumen.com
(507)-577-8038

MetroNet
Chris Hart
Chris.Hart@metronet.com
(612)-709-6282

Zayo
Steven Senger
Steven.Senger@zayo.com
(952)-230-9660

ELECTRIC
Xcel Energy - Electric
TIMOTHY KEELEY
715-308-2631
Timothy.J.Keeley@xcelenergy.com

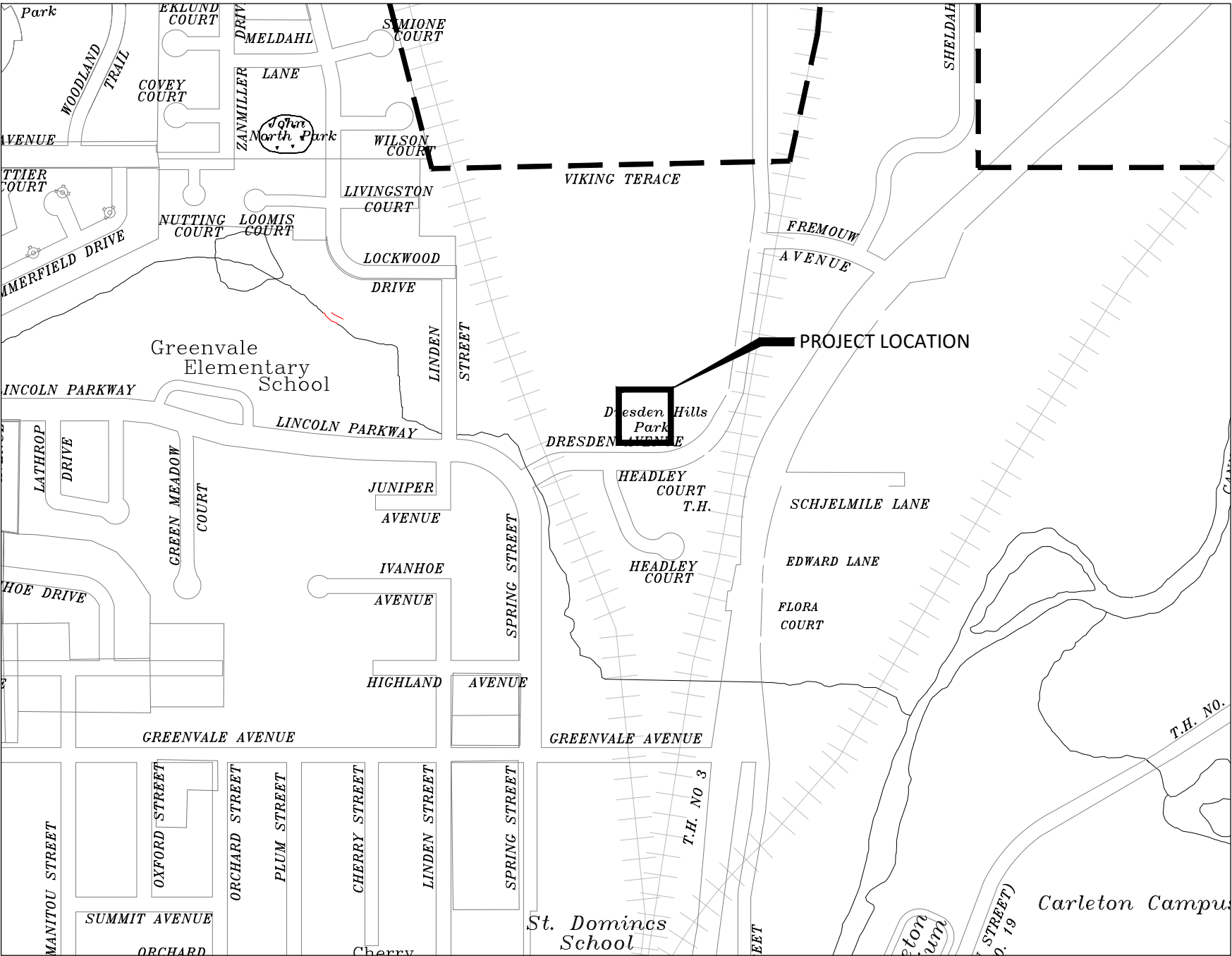
NOTE: EXISTING UTILITY INFORMATION SHOWN ON THIS PLAN HAS BEEN PROVIDED BY THE UTILITY OWNER. THE CONTRACTOR SHALL FIELD VERIFY EXACT LOCATIONS PRIOR TO COMMENCING CONSTRUCTION AS REQUIRED BY STATE LAW. NOTIFY GOPHER STATE ONE CALL, 1-800-252-1166 OR 651-454-0002.

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D UNLESS OTHERWISE NOTED. THIS UTILITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."



MAP LEGEND

PROJECT LIMITS



SHEET NUMBER	SHEET TITLE
G0.01 - G0.02	TITLE SHEET, LEGEND
C0.01	EXISTING CONDITIONS & REMOVALS PLAN
C1.01	SITE PLAN
C2.01	GRADING PLAN
C2.02	EROSION CONTROL & TURF ESTABLISHMENT PLAN
C3.01 - C3.02	DETAILS

THIS PLAN SET CONTAINS 8 SHEETS.

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I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

JONATHAN D. NELSEN
LIC. NO. 53433 DATE MM/DD/YYYY



12224 NICOLLET AVENUE
BURNSVILLE, MN 55337
Phone: (952) 890-0509
Email: Burns@bolton-menk.com
www.bolton-menk.com

DESIGNED	NO.	ISSUED FOR	DATE
JDN			
DRAWN			
CRT			
CHECKED			
JDN			
CLIENT PROJ. NO.			
25X140817000			

NORTHFIELD, MINNESOTA
DRESDEN HILL PARK SITE IMPROVEMENTS
TITLE SHEET

SHEET

G0.01
96

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EXISTING TOPOGRAPHIC SYMBOLS

	ACCESS GRATE		REGULATION STATION GAS
	AIR CONDITION UNIT		SATELLITE DISH
	ANTENNA		SIGN NON TRAFFIC
	AUTO SPRINKLER CONNECTION		SIGN TRAFFIC
	BARRICADE PERMANENT		SIGNAL CONTROL CABINET
	BASKETBALL POST		SOIL BORING
	BENCH		SIREN
	BIRD FEEDER		TELEPHONE BOOTH
	BOLLARD		TILE INLET
	BUSH		TILE OUTLET
	CATCH BASIN RECTANGULAR CASTING		TILE RISER
	CATCH BASIN CIRCULAR CASTING		TRANSFORMER-ELECTRIC
	CURB STOP		TREE-CONIFEROUS
	CLEAN OUT		TREE-DEAD
	CULVERT END		TREE-DECIDUOUS
	DRINKING FOUNTAIN		TREE STUMP
	DOWN SPOUT		TRAFFIC ARM BARRIER
	FILL PIPE		TRAFFIC SIGNAL
	FIRE HYDRANT		TRASH CAN
	FLAG POLE		UTILITY MARKER
	FLARED END / APRON		VALVE
	FUEL PUMP		VALVE POST INDICATOR
	GRILL		VALVE VAULT
	GUY WIRE ANCHOR		VAULT
	HANDHOLE		VENT PIPE
	HANDICAP SPACE		WATER SPIGOT
	IRRIGATION SPRINKLER HEAD		WELL
	IRRIGATION VALVE BOX		WETLAND DELINEATED MARKER
	LIFT STATION CONTROL PANEL		WETLAND
	LIFT STATION		WET WELL
	LIGHT ON POLE		YARD HYDRANT
	LIGHT-GROUND		
	MAILBOX		

PROPOSED TOPOGRAPHIC SYMBOLS

	CLEANOUT
	MANHOLE
	LIFT STATION
	STORM SEWER CIRCULAR CASTING
	STORM SEWER RECTANGULAR CASTING
	STORM SEWER FLARED END / APRON
	STORM SEWER OUTLET STRUCTURE
	STORM SEWER OVERFLOW STRUCTURE
	CURB BOX
	FIRE HYDRANT
	WATER VALVE
	WATER REDUCER
	WATER BEND
	WATER TEE
	WATER CROSS
	WATER SLEEVE
	WATER CAP / PLUG
	RIP RAP
	DRAINAGE FLOW
	TRAFFIC SIGNS

SURVEY SYMBOLS

	BENCHMARK LOCATION		CAST IRON MONUMENT
	CONTROL POINT		STONE MONUMENT
	MONUMENT FOUND		

EXISTING TOPOGRAPHIC LINES

	RETAINING WALL
	FENCE
	FENCE-DECORATIVE
	GUARD RAIL
	TREE LINE
	BUSH LINE

SURVEY LINES

	CONTROLLED ACCESS BOUNDARY
	CENTERLINE
	EXISTING EASEMENT LINE
	PROPOSED EASEMENT LINE
	EXISTING LOT LINE
	PROPOSED LOT LINE
	EXISTING RIGHT-OF-WAY
	PROPOSED RIGHT-OF-WAY
	SETBACK LINE
	SECTION LINE
	QUARTER LINE
	SIXTEENTH LINE
	TEMPORARY EASEMENT

EXISTING UTILITY LINES

	FORCEMAIN
	SANITARY SEWER
	SANITARY SERVICE
	STORM SEWER
	STORM SEWER DRAIN TILE
	WATERMAIN
	WATER SERVICE

PROPOSED UTILITY LINES

	FORCEMAIN
	SANITARY SEWER
	SANITARY SERVICE
	STORM SEWER
	STORM SEWER DRAIN TILE
	WATERMAIN
	WATER SERVICE
	PIPE CASING
	TRENCHLESS PIPE (PLAN VIEW)
	TRENCHLESS PIPE (PROFILE VIEW)

GRADING INFORMATION

	EXISTING CONTOUR MINOR
	EXISTING CONTOUR MAJOR
	PROPOSED CONTOUR MINOR
	PROPOSED CONTOUR MAJOR
	PROPOSED GRADING LIMITS / SLOPE LIMITS
	PROJECT LIMITS
	PROPOSED SPOT ELEVATION
	RISE:RUN (SLOPE)

HATCH PATTERNS

	BITUMINOUS		GRAVEL
	CONCRETE		

EXISTING PRIVATE UTILITY LINES

NOTE:
EXISTING UTILITY INFORMATION SHOWN ON THIS PLAN HAS BEEN PROVIDED BY THE UTILITY OWNER. THE CONTRACTOR SHALL FIELD VERIFY EXACT LOCATIONS PRIOR TO COMMENCING CONSTRUCTION AS REQUIRED BY STATE LAW. NOTIFY GOPHER STATE ONE CALL, 1-800-252-1166 OR 651-454-0002.

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D UNLESS OTHERWISE NOTED. THIS UTILITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-22, ENTITLED "STANDARD GUIDELINE FOR INVESTIGATING AND DOCUMENTING EXISTING UTILITIES".

	UNDERGROUND FIBER OPTIC
	UNDERGROUND ELECTRIC
	UNDERGROUND GAS
	UNDERGROUND COMMUNICATION
	OVERHEAD ELECTRIC
	OVERHEAD COMMUNICATION
	OVERHEAD UTILITY

UTILITIES IDENTIFIED WITH A QUALITY LEVEL :

LINE TYPES FOLLOW THE FORMAT: UTILITY TYPE - QUALITY LEVEL
EXAMPLE: UNDERGROUND GAS, QUALITY LEVEL A
UTILITY QUALITY LEVEL (A,B,C,D) DEFINITIONS CAN BE FOUND IN CI/ASCE 38-22.

UTILITY QUALITY LEVELS:

QUALITY LEVEL D: PROVIDES THE MOST BASIC LEVEL OF INFORMATION. IT INVOLVES COLLECTING DATA FROM EXISTING UTILITY RECORDS. RECORDS MAY INCLUDE AS-BUILT DRAWINGS, DISTRIBUTION AND SERVICES MAPS, EXISTING GEOGRAPHIC INFORMATION SYSTEM DATABASES, CONSTRUCTION PLANS, ETC.

QUALITY LEVEL C: INVOLVES SURVEYING VISIBLE SUBSURFACE UTILITY STRUCTURES SUCH AS MANHOLES, HAND-HOLES, UTILITY VALVES AND METERS, FIRE HYDRANTS, PEDESTALS AND UTILITY MARKERS, AND THEN CORRELATING THE INFORMATION WITH EXISTING UTILITY RECORDS TO CREATE COMPOSITE DRAWINGS. INCLUDES QUALITY LEVEL D ACTIVITIES.

QUALITY LEVEL B: INVOLVES DESIGNATING THE HORIZONTAL POSITION OF SUBSURFACE UTILITIES THROUGH SURFACE DETECTION METHODS AND COLLECTING THE INFORMATION THROUGH A SURVEY METHOD. INCLUDES QUALITY LEVEL C AND D TASKS.

QUALITY LEVEL A: PROVIDES THE HIGHEST LEVEL OF ACCURACY. IT INVOLVES LOCATING OR POTHOLING UTILITIES AS WELL AS ACTIVITIES IN QUALITY LEVELS B, C, AND D. THE LOCATED FACILITY INFORMATION IS SURVEYED AND MAPPED AND THE DATA PROVIDES PRECISE PLAN AND PROFILE INFORMATION.

ABBREVIATIONS

A	ALGEBRAIC DIFFERENCE	GRAV	GRAVEL	RSC	RIGID STEEL CONDUIT
ADJ	ADJUST	GU	GUTTER	RT	RIGHT
ALT	ALTERNATE	GV	GATE VALVE	SAN	SANITARY SEWER
B-B	BACK TO BACK	HDPE	HIGH DENSITY POLYETHYLENE	SCH	SCHEDULE
BIT	BITUMINOUS	HH	HANDHOLE	SERV	SERVICE
BLDG	BUILDING	HP	HIGH POINT	SHLD	SHOULDER
BMP	BEST MANAGEMENT PRACTICE	HWL	HIGH WATER LEVEL	STA	STATION
BR	BEGIN RADIUS	HYD	HYDRANT	STD	STANDARD
BV	BUTTERFLY VALVE	I	INVERT	STM	STORM SEWER
CB	CATCH BASIN	K	CURVE COEFFICIENT	TC	TOP OF CURB
C&G	CURB AND GUTTER	L	LENGTH	TE	TEMPORARY EASEMENT
CIP	CAST IRON PIPE	LO	LOWEST OPENING	TEMP	TEMPORARY
CIPP	CURED-IN-PLACE PIPE	LP	LOW POINT	TNH	TOP NUT HYDRANT
CL	CENTER LINE	LT	LEFT	TP	TOP OF PIPE
CL.	CLASS	MAX	MAXIMUM	TYP	TYPICAL
CLVT	CULVERT	MH	MANHOLE	VCP	VITRIFIED CLAY PIPE
CMP	CORRUGATED METAL PIPE	MIN	MINIMUM	VERT	VERTICAL
C.O.	CHANGE ORDER	MR	MID RADIUS	VPC	VERTICAL POINT OF CURVE
COMM	COMMUNICATION	NIC	NOT IN CONTRACT	VPI	VERTICAL POINT OF INTERSECTION
CON	CONCRETE	NMC	NON-METALLIC CONDUIT	VPT	VERTICAL POINT OF TANGENT
CSP	CORRUGATED STEEL PIPE	NTS	NOT TO SCALE	WM	WATERMAIN
DIA	DIAMETER	NWL	NORMAL WATER LEVEL		
DIP	DUCTILE IRON PIPE	OHW	ORDINARY HIGH WATER LEVEL		
DWY	DRIVEWAY	PC	POINT OF CURVE	AC	ACRES
E	EXTERNAL CURVE DISTANCE	PCC	POINT OF COMPOUND CURVE	CF	CUBIC FEET
ELEC	ELECTRIC	PE	PERMANENT EASEMENT	CV	COMPACTED VOLUME
ELEV	ELEVATION	PED	PEDESTRIAN, PEDESTAL	CY	CUBIC YARD
EOF	EMERGENCY OVERFLOW	PERF	PERFORATED PIPE	EA	EACH
ER	END RADIUS	PERM	PERMANENT	EV	EXCAVATED VOLUME
ESMT	EASEMENT	PI	POINT OF INTERSECTION	LB	POUND
EX	EXISTING	PL	PROPERTY LINE	LF	LINEAR FEET
FES	FLARED END SECTION	PRC	POINT OF REVERSE CURVE	LS	LUMP SUM
F-F	FACE TO FACE	PT	POINT OF TANGENT	LV	LOOSE VOLUME
FF	FINISHED FLOOR	PVC	POLYVINYL CHLORIDE PIPE	SF	SQUARE FEET
F&I	FURNISH AND INSTALL	PVMT	PAVEMENT	SV	STOCKPILE VOLUME
FM	FORCEMAIN	R	RADIUS	SY	SQUARE YARD
FO	FIBER OPTIC	R/W	RIGHT-OF-WAY		
F.O.	FIELD ORDER	RCP	REINFORCED CONCRETE PIPE		
GRAN	GRANULAR	RET	RETAINING		

NORTHFIELD, MINNESOTA

DRESDEN HILL PARK SITE IMPROVEMENTS

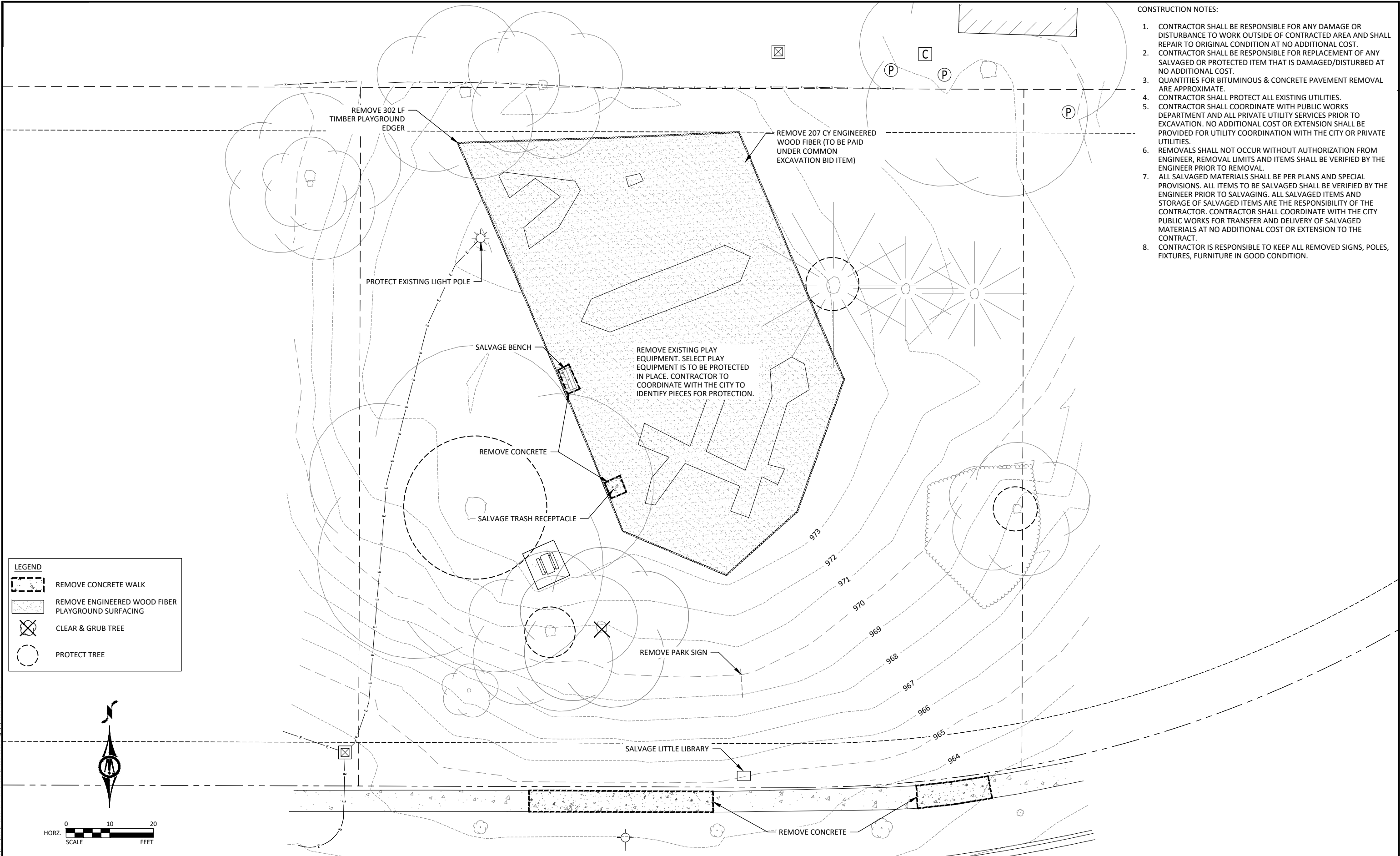
LEGEND

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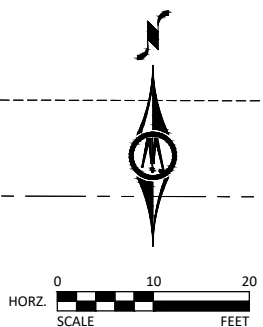
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- CONSTRUCTION NOTES:
1. CONTRACTOR SHALL BE RESPONSIBLE FOR ANY DAMAGE OR DISTURBANCE TO WORK OUTSIDE OF CONTRACTED AREA AND SHALL REPAIR TO ORIGINAL CONDITION AT NO ADDITIONAL COST.
 2. CONTRACTOR SHALL BE RESPONSIBLE FOR REPLACEMENT OF ANY SALVAGED OR PROTECTED ITEM THAT IS DAMAGED/DISTURBED AT NO ADDITIONAL COST.
 3. QUANTITIES FOR BITUMINOUS & CONCRETE PAVEMENT REMOVAL ARE APPROXIMATE.
 4. CONTRACTOR SHALL PROTECT ALL EXISTING UTILITIES.
 5. CONTRACTOR SHALL COORDINATE WITH PUBLIC WORKS DEPARTMENT AND ALL PRIVATE UTILITY SERVICES PRIOR TO EXCAVATION. NO ADDITIONAL COST OR EXTENSION SHALL BE PROVIDED FOR UTILITY COORDINATION WITH THE CITY OR PRIVATE UTILITIES.
 6. REMOVALS SHALL NOT OCCUR WITHOUT AUTHORIZATION FROM ENGINEER, REMOVAL LIMITS AND ITEMS SHALL BE VERIFIED BY THE ENGINEER PRIOR TO REMOVAL.
 7. ALL SALVAGED MATERIALS SHALL BE PER PLANS AND SPECIAL PROVISIONS. ALL ITEMS TO BE SALVAGED SHALL BE VERIFIED BY THE ENGINEER PRIOR TO SALVAGING. ALL SALVAGED ITEMS AND STORAGE OF SALVAGED ITEMS ARE THE RESPONSIBILITY OF THE CONTRACTOR. CONTRACTOR SHALL COORDINATE WITH THE CITY PUBLIC WORKS FOR TRANSFER AND DELIVERY OF SALVAGED MATERIALS AT NO ADDITIONAL COST OR EXTENSION TO THE CONTRACT.
 8. CONTRACTOR IS RESPONSIBLE TO KEEP ALL REMOVED SIGNS, POLES, FIXTURES, FURNITURE IN GOOD CONDITION.

LEGEND

- REMOVE CONCRETE WALK
- REMOVE ENGINEERED WOOD FIBER PLAYGROUND SURFACING
- CLEAR & GRUB TREE
- PROTECT TREE



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JONATHAN D. NELSEN
LIC. NO. 53433 DATE MM/DD/YYYY



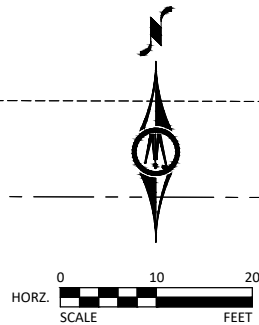
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BURNSVILLE, MN 55337
Phone: (952) 890-0509
Email: BurnsVille@bolton-menk.com
www.bolton-menk.com

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NORTHFIELD, MINNESOTA
DRESDEN HILL PARK SITE IMPROVEMENTS
EXISTING CONDITIONS & REMOVALS

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A:\WORK\25X140817000\DWG\25X140817000.DWG Dresden Hill Park Site Plan.dwg 1/6/2026 4:35:27 PM



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JONATHAN D. NELSEN
LIC. NO. 53433 DATE MM/DD/YYYY



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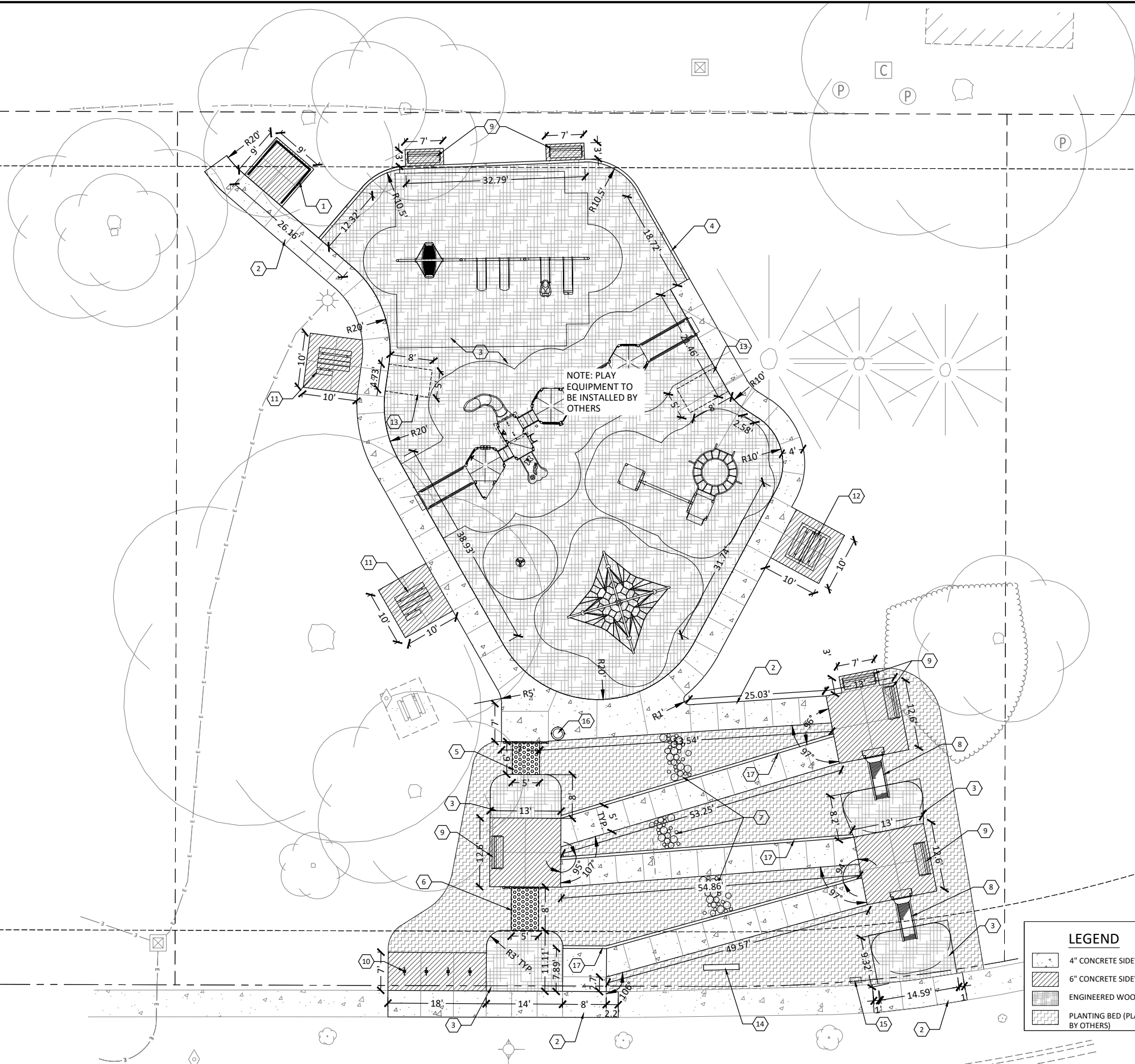
NORTHFIELD, MINNESOTA
DRESDEN HILL PARK SITE IMPROVEMENTS

SITE PLAN

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C1.01

99



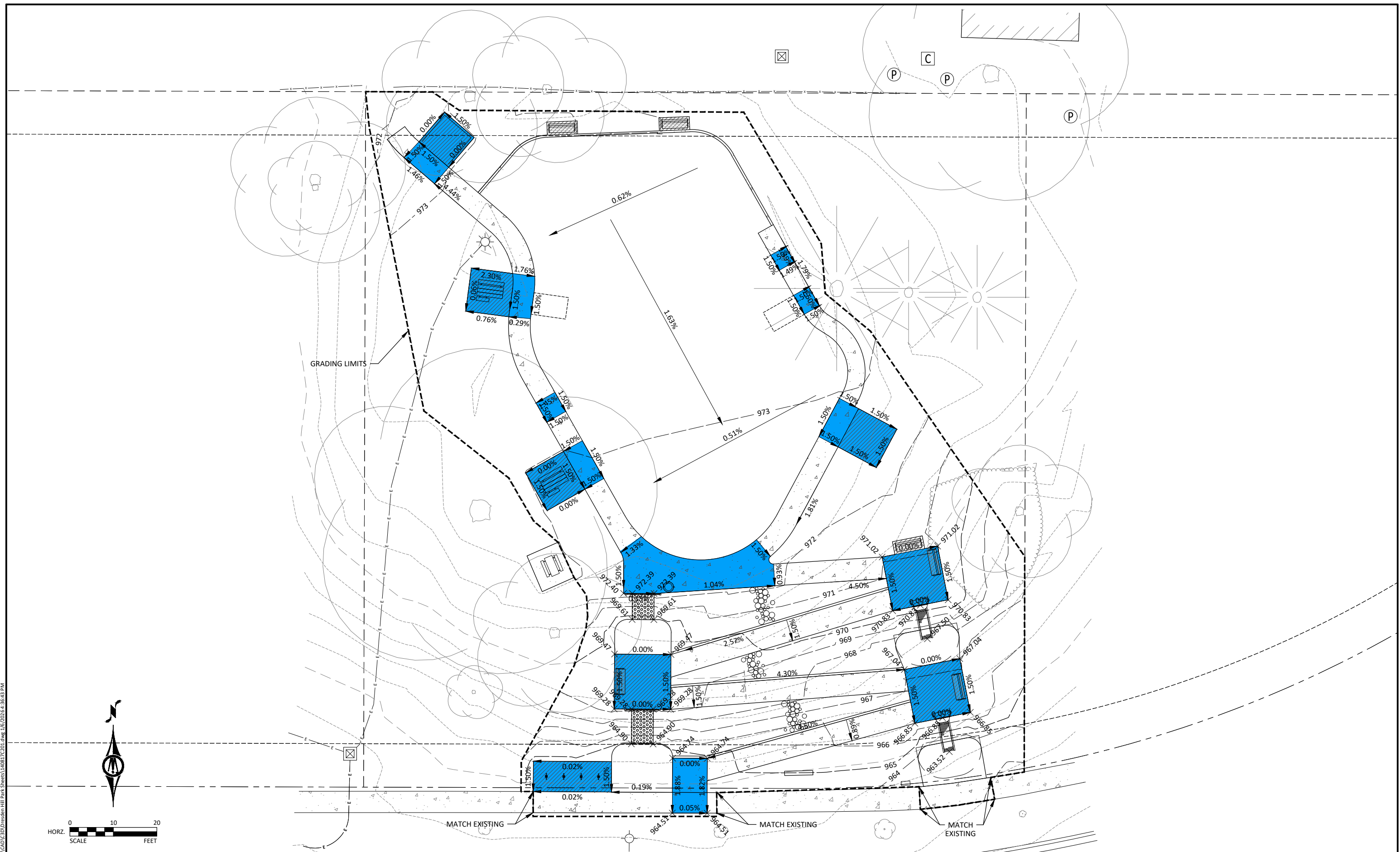
NOTE: PLAY
EQUIPMENT TO
BE INSTALLED BY
OTHERS

KEY NOTE LEGEND

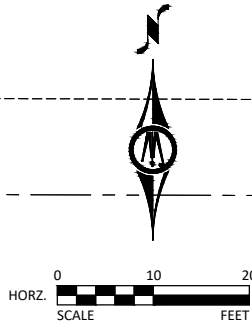
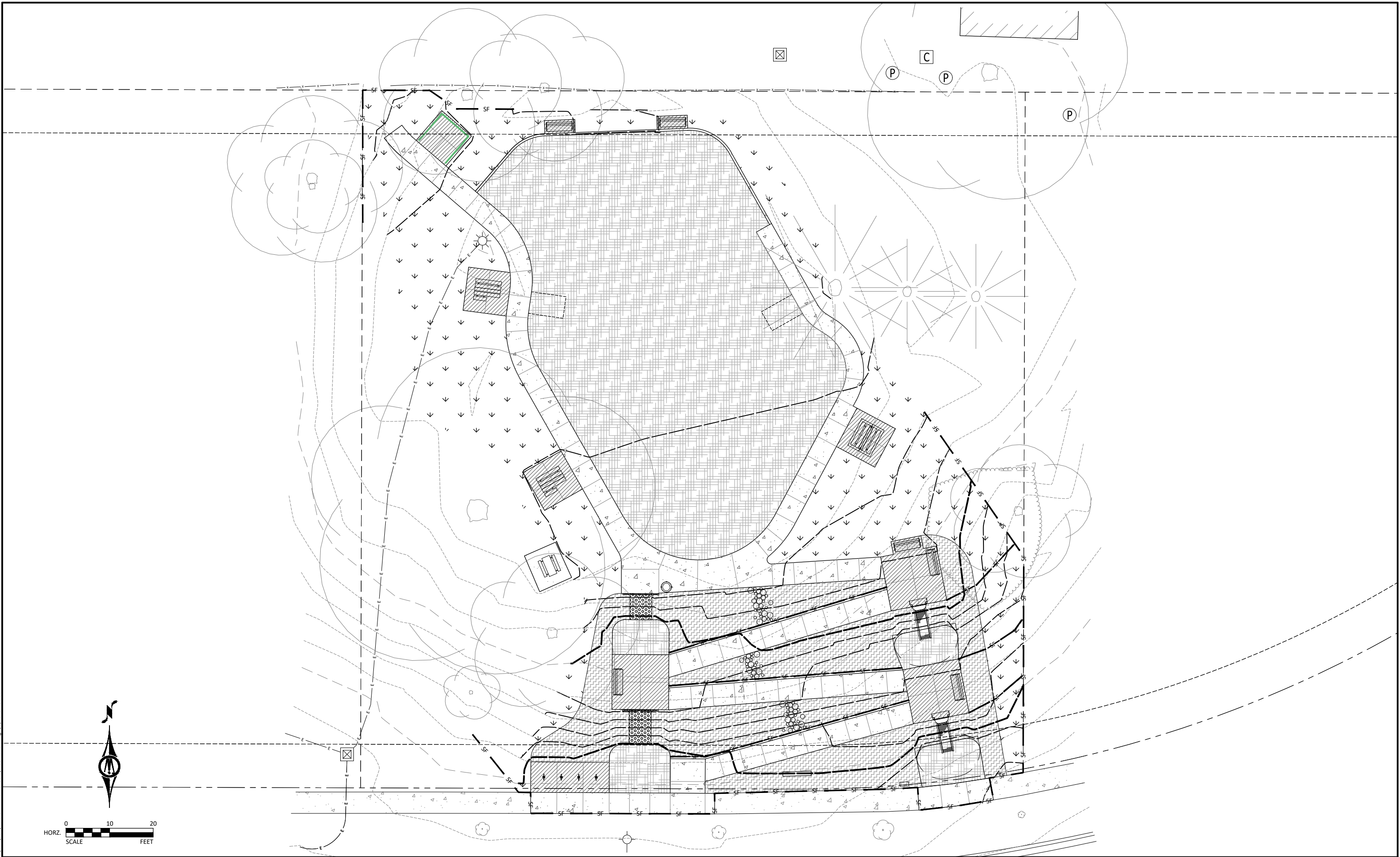
- 1 PORTABLE TOILET ENCLOSURE, SEE DTL 10/C3.01
- 2 CONCRETE WALK, SEE DTL 1/C3.01
- 3 ENGINEERED WOOD FIBER PLAYGROUND SURFACING (BY OTHERS), SEE DTL 5/C3.01
- 4 CONCRETE PLAYGROUND EDGER, SEE DTL 3/C3.01
- 5 CLIMBER TYPE A, SEE DTL 1/C3.02
- 6 CLIMBER TYPE B, SEE DTL 1/C3.02
- 7 STUMP STEPPERS, SEE DTL 3/C3.02
- 8 SLIDE (BY OTHERS)
- 9 BENCH, SEE DTL 7/C3.01
- 10 BIKE RACKS, SEE DTL 7/C3.01
- 11 PICNIC TABLE
- 12 PICNIC TABLE WITH ROOF
- 13 SIDEWALK RAMP INTO PLAY AREA, SEE DTL 11/C3.01
- 14 NEW PARK SIGN (BY OTHERS)
- 15 INSTALL SALVAGED LITTLE LIBRARY IN 12" DIA. X 36" DEEP CONCRETE FOOTING
- 16 INSTALL SALVAGED TRASH RECEPTACLE, SEE DTL 7/C3.01
- 17 PLANTER CURB, SEE DTL 12/C3.01

LEGEND

- 4" CONCRETE SIDEWALK
- 6" CONCRETE SIDEWALK
- ENGINEERED WOOD FIBER
- PLANTING BED (PLANTINGS BY OTHERS)



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JONATHAN D. NELSEN
LIC. NO. 53433 DATE MM/DD/YYYY

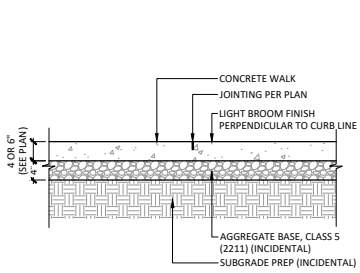


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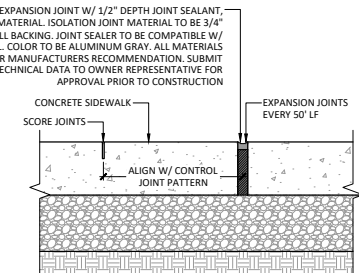
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NORTHFIELD, MINNESOTA
DRESDEN HILL PARK SITE IMPROVEMENTS
EROSION CONTROL & TURF ESTABLISHMENT PLAN

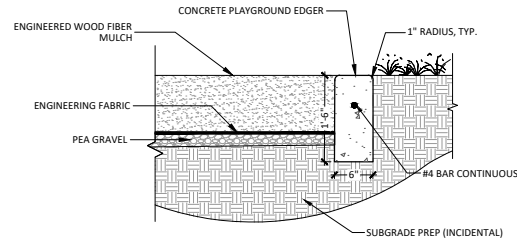
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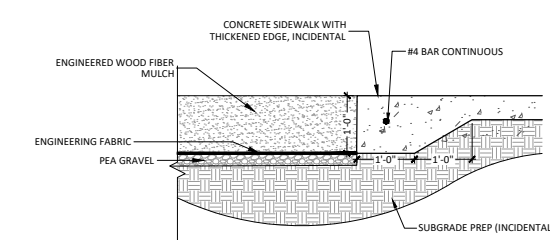
1 CONCRETE SIDEWALK (2521)
SCALE: N.T.S.



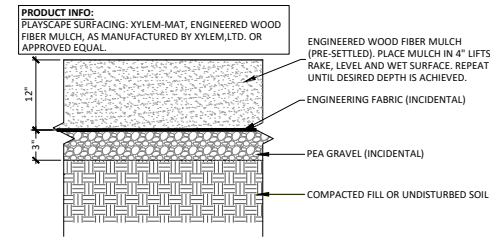
2 CONCRETE SIDEWALK JOINTS
SCALE: N.T.S.



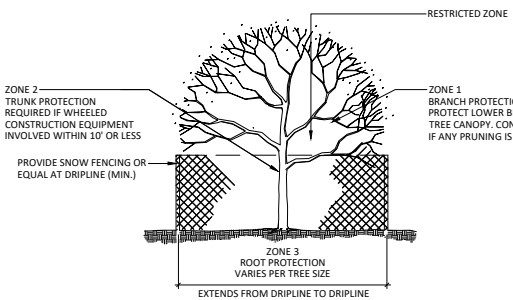
3 CONCRETE PLAYGROUND EDGE RESTRAINT
SCALE: N.T.S.



4 THICKENED SIDEWALK ADJACENT TO ENGINEERED WOOD FIBER SURFACING
SCALE: N.T.S.

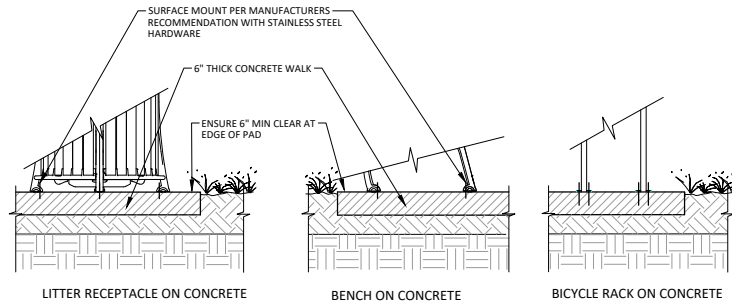


5 ENGINEERED WOOD FIBER SURFACING
SCALE: N.T.S.



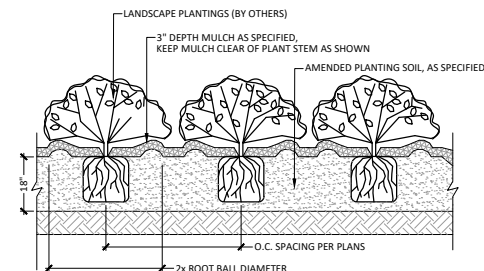
6 EXISTING TREE PROTECTION
SCALE: N.T.S.

- TREE PROTECTION NOTES**
1. ALL TREES TO BE PROTECTED AND PRESERVED SHALL BE PER DETAIL. GROUPING OF MORE THAN ONE TREE MAY OCCUR.
 2. TREES TO BE PROTECTED AND PRESERVED SHALL BE IDENTIFIED ON THE TRUNK WITH WHITE SURVEY TAPE.
 3. TO PREVENT TREE ROOT SMOTHERING, SOIL STOCKPILES, SUPPLIES, EQUIPMENT OR ANY OTHER MATERIAL SHALL NOT BE PLACED OR STORED WITHIN A TREE DRIP LINE OR WITHIN 15 FEET OF A TREE TRUNK, WHICHEVER IS GREATER.
 4. TREE ROOTS SHALL NOT BE CUT UNLESS CUTTING IS UNAVOIDABLE.
 5. TRENCHES SHALL BE HAND DUG WITHIN THE DRIP LINE IN AREAS WHERE ROOTS TWO INCHES IN DIAMETER AND GREATER ARE PRESENT, OR WHEN IN CLOSE PROXIMITY TO LOW BRANCHING TREES. WHENEVER POSSIBLE, ROOTS TWO INCHES OR GREATER IN DIAMETER SHALL BE TUNNELED OR BORED UNDER AND SHALL BE COVERED TO PREVENT DEHYDRATION.
 6. WHEN ROOT CUTTING IS UNAVOIDABLE, A CLEAN SHARP CUT SHALL BE MADE TO AVOID SHREDDING OR SMASHING. ROOT CUTS SHOULD BE MADE BACK TO A LATERAL ROOT. WHENEVER POSSIBLE, TREE ROOTS SHOULD BE CUT BETWEEN LATE FALL AND BUD OPENING, WHEN ROOT ENERGY SUPPLIES ARE HIGH AND CONDITIONS ARE LEAST FAVORABLE FOR DISEASE CAUSING AGENTS. EXPOSED ROOTS SHALL BE COVERED IMMEDIATELY TO PREVENT DEHYDRATION. ROOTS SHALL BE COVERED WITH SOIL OR BURLAP AND KEPT MOIST.
 7. WATERING OF PROTECTED TREES IN WHICH ROOTS WERE CUT SHALL BE PROVIDED BY THE CONTRACTOR.
 8. AUGER TUNNELING RATHER THAN TRENCHING SHOULD BE USED FOR UTILITY PLACEMENT WITHIN DRIP LINE OF TREE.
 9. FENCING MATERIAL SHALL ENCIRCLE ANY TREE WHOSE OUTER DRIP LINE EDGE IS WITHIN 20 FEET OF ANY CONSTRUCTION ACTIVITIES.
 10. FENCING MATERIAL SHALL BE BRIGHT, CONTRASTING COLOR, DURABLE, AND A MINIMUM OF FOUR FEET IN HEIGHT.
 11. FENCING MATERIAL SHALL BE SET AT THE DRIP LINE OR 15 FEET FROM TREE TRUNK, WHICHEVER IS GREATER, AND MAINTAINED IN AN UPRIGHT POSITION THROUGHOUT THE DURATION OF CONSTRUCTION ACTIVITIES.
 12. ANY GRADE CHANGES (SUCH AS THE REMOVAL OF TOPSOIL OR ADDITION OF FILL MATERIAL) WITHIN THE DRIP LINE SHOULD BE AVOIDED FOR EXISTING TREES TO REMAIN. RETAINING WALLS AND TREE WELLS ARE ACCEPTABLE ONLY WHEN CONSTRUCTED PRIOR TO GRADE CHANGE.

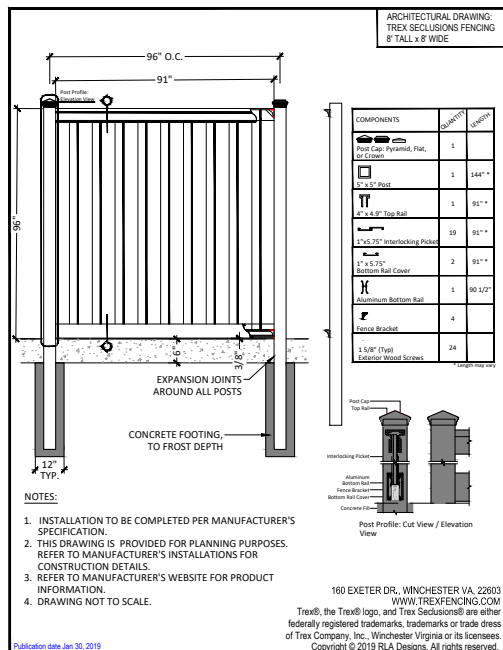


- NOTES:**
1. REFER TO SPECS FOR MODEL AND MANUFACTURER
 2. FIELD VERIFY LOCATION BY LANDSCAPE ARCHITECT
 3. SHIM TO LEVEL SITE FURNISHINGS

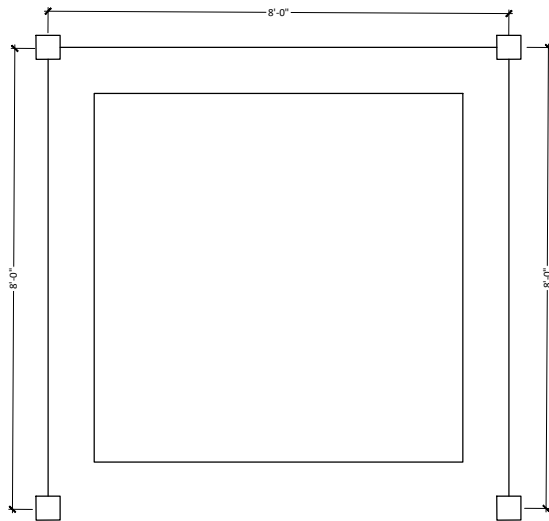
7 SURFACE MOUNT FURNISHINGS
SCALE: N.T.S.



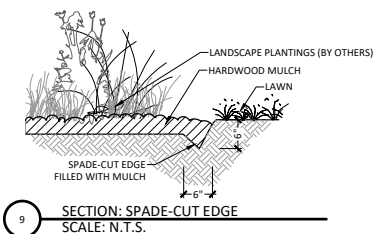
8 PLANTING BED PREPARATION
SCALE: N.T.S.



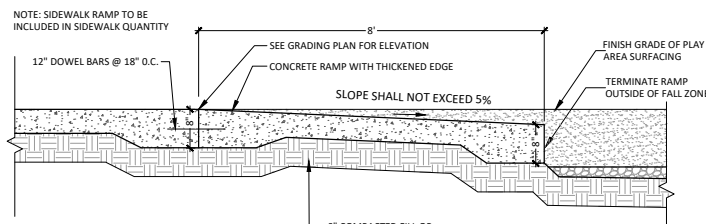
10 PORTABLE TOILET ENCLOSURE
SCALE: N.T.S.



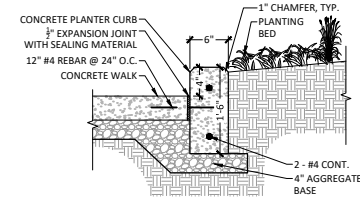
11 SIDEWALK RAMP INTO PLAY AREAS
SCALE: N.T.S.



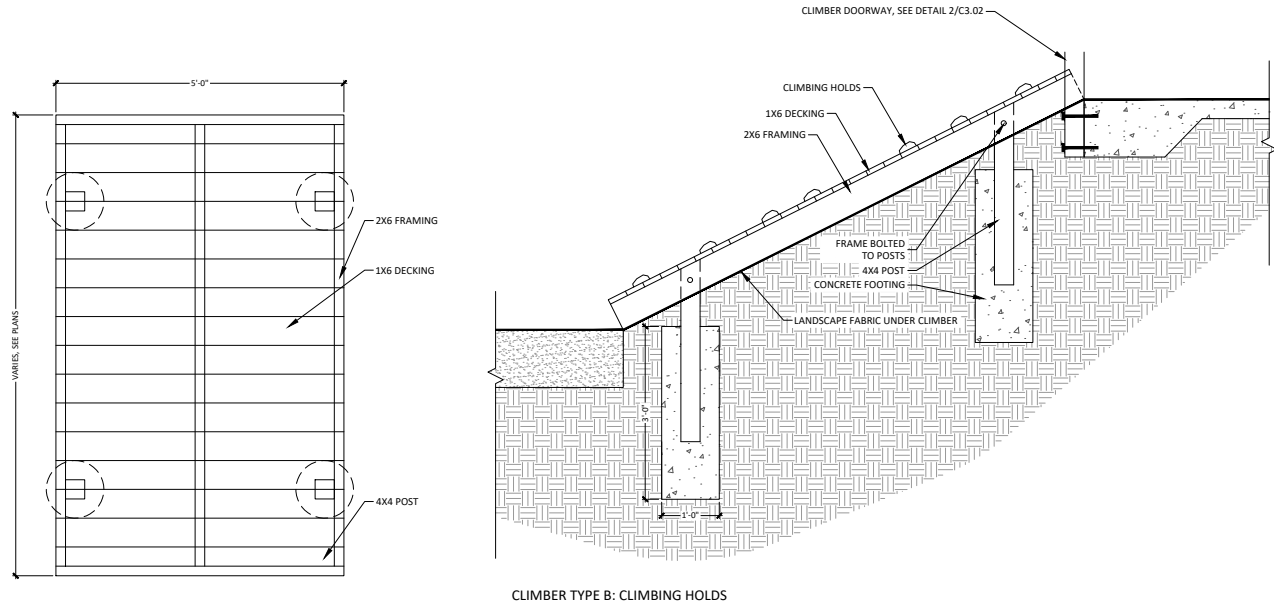
9 SECTION: SPADE-CUT EDGE
SCALE: N.T.S.



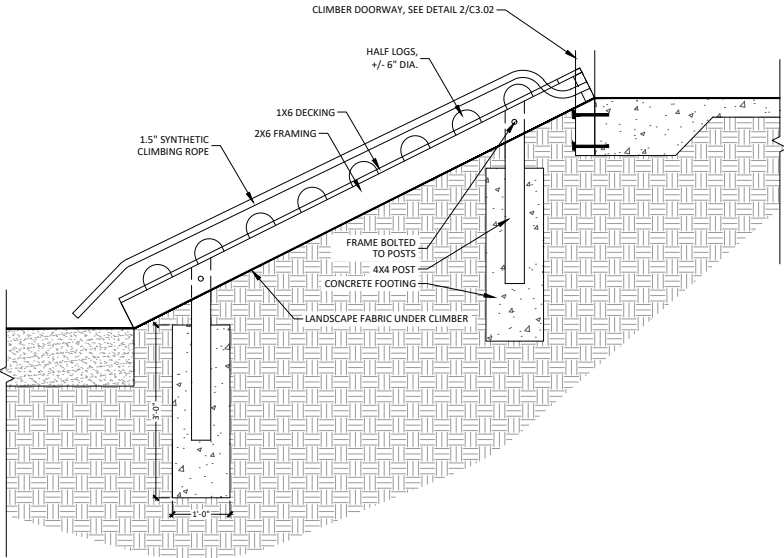
11 SIDEWALK RAMP INTO PLAY AREAS
SCALE: N.T.S.



12 CONCRETE PLANTER CURB ADJACENT TO CONCRETE
SCALE: N.T.S.



CLIMBER TYPE B: CLIMBING HOLDS



CLIMBER TYPE A: ROPE AND LOGS

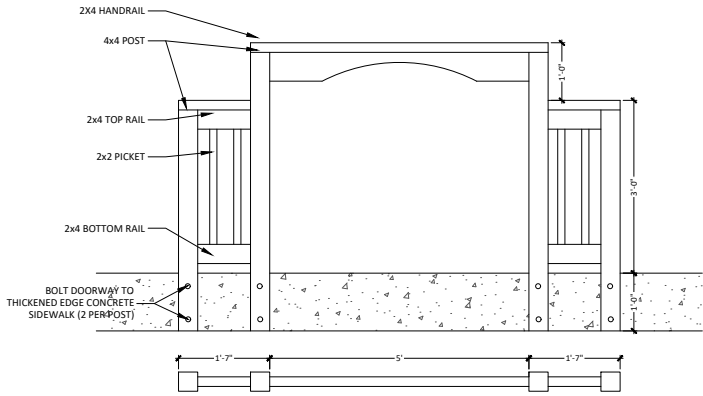


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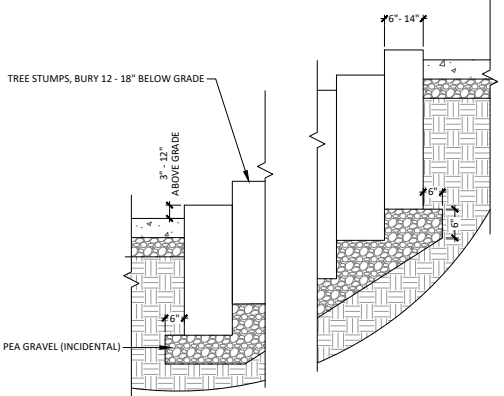
1 CLIMBERS
SCALE: N.T.S.



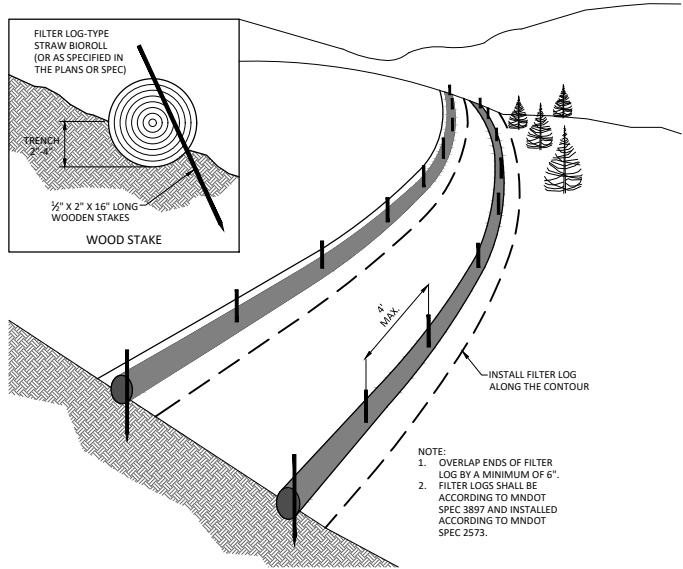
IMAGERY FOR REFERENCE



2 CLIMBER DOORWAY FEATURE
SCALE: N.T.S.



3 STUMP STEPPERS
SCALE: N.T.S.



PERIMETER PROTECTION-FILTER LOG
NOT TO SCALE

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JONATHAN D. NELSEN
LIC. NO. 53433 DATE MM/DD/YYYY



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NORTHFIELD, MINNESOTA
DRESDEN HILL PARK SITE IMPROVEMENTS

DETAILS

SHEET

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103



Dresden Hill

Playground Improvement:

Approve Plans & Specs and Authorize Bids

City Council Meeting

January 20, 2026

City Plans & Consistency



- Comprehensive Plan
- Ped & Bike Plan
- Open Space & Trail Plan
- Park & Rec CIP Study
- Heritage Preservation COA
- Multi-Year 5-Year CIP Planning
- 2025 Budgeted Design



Project Implementation



Project Start

site walks,
evaluation

6/25

Parks & Recreation Advisory Board

review, refine, &
approve

8/25 + 10/25

Historic
Preservation
Commission
approve c/o
appropriateness
7/25 + 1/26

Project Mgt
Bidding,
Commencement,
Construction,
Completion
2/26-10/26

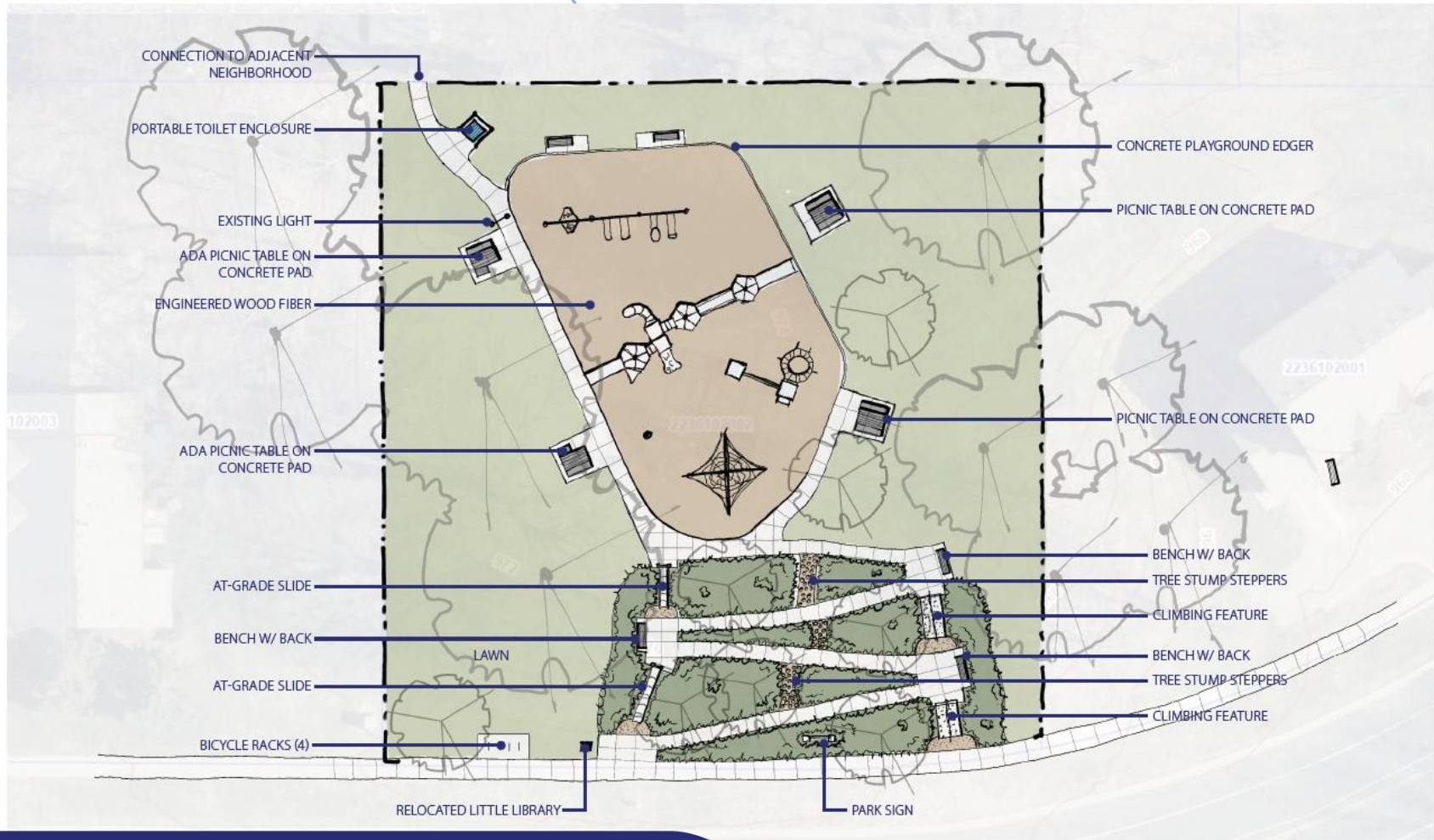
7/25 + 9/25
Preliminary
Concept Plans
neighborhood
mtgs review &
comment

12/25
City Council
26' Budget, 26'
CIP, funding
approved

1/26
City Council
approve
plans &
authorize bids



Dresden Hill Park – existing conditions





**HILLSIDE
SLIDE**



**2-5 YEAR AGE GROUP
PLAY AREA**



**HILLSIDE CLIMBING
WALL**



**NET
CLIMBER**



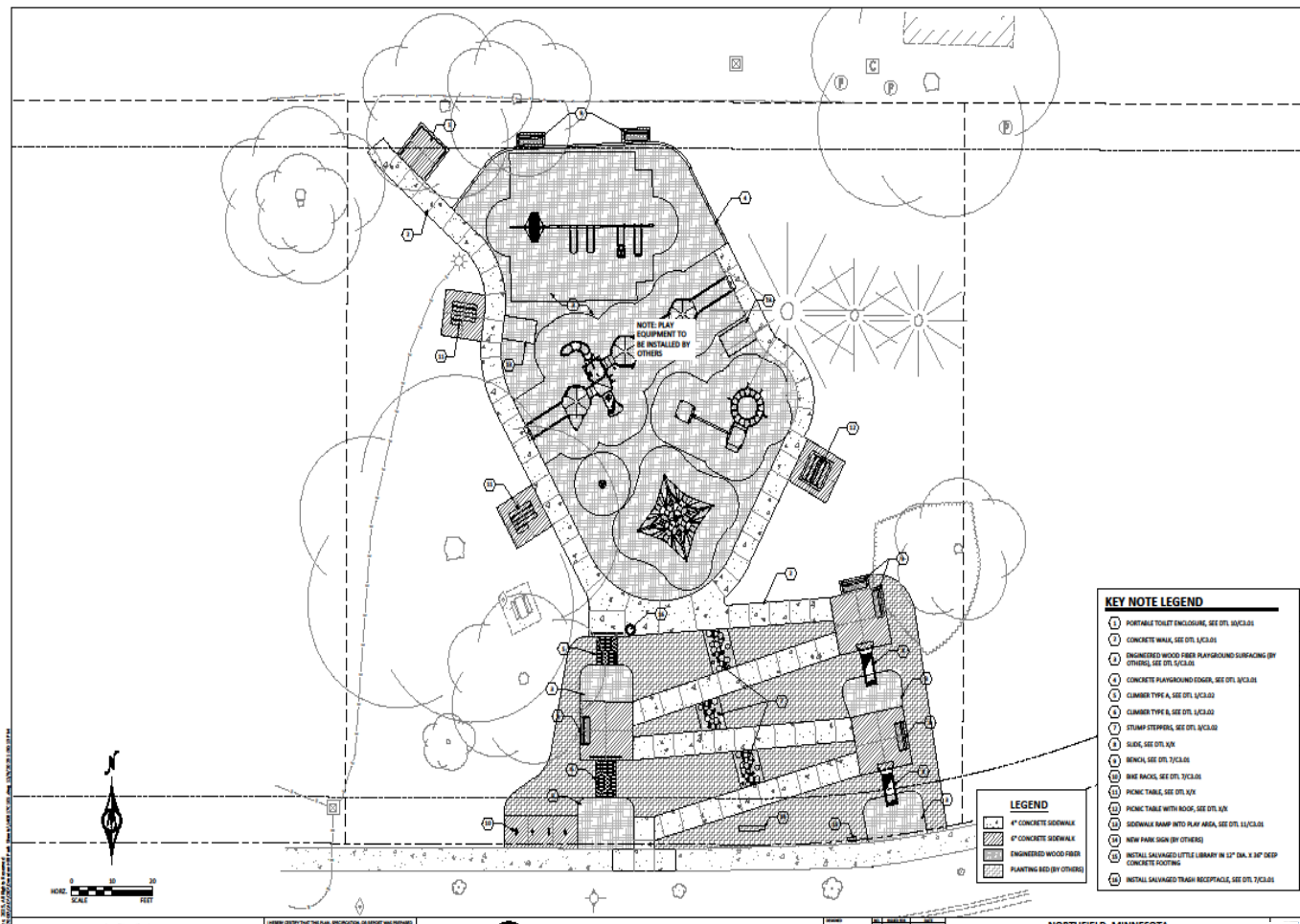
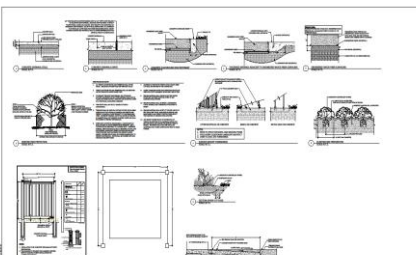
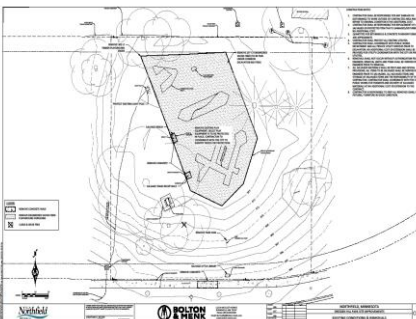
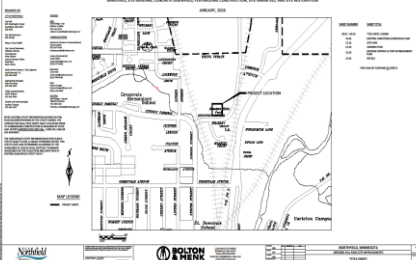
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**PICNIC TABLE W/
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CITY OF NORTHFIELD
CONSTRUCTION PLANS FOR
DRESDEN HILL PARK SITE IMPROVEMENTS (206 DRESDEN AVE.)



KEY NOTE LEGEND

- 1 PORTABLE TOILET ENCLOSURE, SEE DT1, 5/13/2015
- 2 CONCRETE WALK, SEE DT1, 5/13/2015
- 3 ENGINEERED WOOD FIBER PLAYGROUND SURFACING (BY OTHERS), SEE DT1, 5/13/2015
- 4 CONCRETE PLAYGROUND COVER, SEE DT1, 5/13/2015
- 5 CLIMBER TYPE A, SEE DT1, 5/13/2015
- 6 CLIMBER TYPE B, SEE DT1, 5/13/2015
- 7 STUMP STEPPERS, SEE DT1, 5/13/2015
- 8 SLIDE, SEE DT1, 5/13/2015
- 9 BENCH, SEE DT1, 5/13/2015
- 10 BIRD BATH, SEE DT1, 5/13/2015
- 11 PICNIC TABLE, SEE DT1, 5/13/2015
- 12 PICNIC TABLE WITH ROOF, SEE DT1, 5/13/2015
- 13 SIDEWALK RAMP INTO PLAY AREA, SEE DT1, 5/13/2015
- 14 NEW PARK SIGN (BY OTHERS)
- 15 INSTALL SALVAGED LITTLE LIBRARY IN 12" DIA. X 36" DEEP CONCRETE FOOTING
- 16 INSTALL SALVAGED TRASH RECEPTACLE, SEE DT1, 5/13/2015

LEGEND

- 1" CONCRETE SIDEWALK
- 4" CONCRETE SIDEWALK
- ENGINEERED WOOD FIBER
- PLAYING BED (BY OTHERS)



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NORTHFIELD, MINNESOTA
DRESDEN HILL PARK SITE IMPROVEMENTS
SITE PLAN

Process for Consideration



- I. Council Questions
- II. Public Comment
- III. Recommend Motion Approve the Plans and Specifications for the Dresden Hill Park Playground Improvement Improvements and Authorize Bids
- IV. Council Discussion
- V. Move to Vote



Legislation Text

File #: 26-052, Version: 1

City Council Meeting Date: January 20, 2026

To: Mayor and City Council
City Administrator

From: Andrew Tussing, Streets and Parks Manager
David Bennett, Public Works Director/City Engineer

Consider Approving the Plans and Specifications for the Central Park Playground Improvement Site Improvements and Authorize Bids.

Action Requested:

Staff recommends a motion to Approve the Plans and Specifications for the Central Park Playground Improvement Site Improvements and Authorize Bids.

Summary Report:

The City has been working with Bruce Jacobson Landscape Architect LLC and Bolten & Menk, Inc. to make park improvements to Central Park. The project has been discussed and approved by the Parks and Recreation Advisory Board; staff has held multiple neighborhood meetings, met with Age Friendly Northfield, and has worked with Heritage Preservation Commission for a certificate of appropriateness.

Bruce Jacobson will present the final project plan. Once approved by Council, staff will move forward on constructing a bid package to send out and request bids to complete this project.

The specific plans for approval (Attachment 1) and the overall presentation (Attachment 2) are attached.

The Heritage Preservation Commission (HPC) approved the Certificate of Appropriateness for the project at the HPC meeting on January 8, 2026. The approval was unanimous with two members absent. Any changes to the proposed scope of work are required to be reviewed by the HPC staff liaison for consistency with the approved scope of work; minor changes can be approved by staff while significant changes may require approval from the HPC. HPC Resolution 2026-001 and proposed scope of work is included as an attachment.

City Plans & Policies Relevance:

Consistent with applicable plans of the following plans: Comprehensive Plan; Pedestrian, Bike and Trail System Plan; Parks, Open Space and Trail System Plans; Northfield Parks & Recreation CIP Study, and Historic Designation with Certificate of Appropriateness review and approval by the Heritage Preservation Commission.

Some examples of consistency includes master plan compliance, connectivity to trails and open spaces, accessible play facilities, public engagement to inform park improvements, financial stewardship and responsibility of proper maintenance of facilities with dedicated source of funding that has been planned and

implemented, re-use of salvageable amenities versus replacement.

Alternative Options:

None recommended.

Financial Impacts:

The Central Park upgrades \$185,000 out of the Park Fund, which was approved as part of the 2026 Budget and Capital Improvement Plan (CIP) adoption.

Tentative Timelines:

- No further action by City Council after plan adoption.
- After approval, detailed construction documents and bidding will proceed forward.
- Project to start spring 2026.

CITY OF NORTHFIELD

CONSTRUCTION PLANS FOR

CENTRAL PARK SITE IMPROVEMENTS (421 4TH ST. EAST)

REMOVALS, SITE GRADING, CONCRETE SIDEWALKS, PLAYGROUND CONSTRUCTION, SITE AMENITIES, AND SITE RESTORATION

JANUARY, 2026

RESOURCE LIST

CITY OF NORTHFIELD

City Hall
801 Washington Street
Northfield, MN 55057
645-8833

City Administrator:
Ben Martig

Mayor: Erica Zweifel

City Council Members:
Kathleen Holmes
Chad Beumer
Peter Dahlen
Jessica Peterson White
Brad Ness
Davin Sokup

Public Works Director / City Engineer:
David Bennett, P.E.
507-645-3006

Engineering Manager:
Sean Simonson
507-645-3049

Utility Superintendent:
Justin Wagner
507-645-3083

Streets and Parks Manager:
Andrew Tussing
507-645-3027

UTILITIES

GAS
Xcel Energy - Gas
Nathan Luedtke
507-334-2923
nathan.m.luedtke@xcelenergy.com

COMMUNICATIONS

Spectrum (Charter Communications)
Chuck Snyder
952-367-4246
charles.snyder@charter.com

Lumen (CenturyLink)
Justin Elkins
Justin.Elkins@lumen.com
(507)-577-8038

MetroNet
Chris Hart
Chris.Hart@metronet.com
(612)-709-6282

Zayo
Steven Senger
Steven.Senger@zayo.com
(952)-230-9660

ELECTRIC
Xcel Energy - Electric
TIMOTHY KEELEY
715-308-2631
Timothy.J.Keeley@xcelenergy.com

NOTE: EXISTING UTILITY INFORMATION SHOWN ON THIS PLAN HAS BEEN PROVIDED BY THE UTILITY OWNER. THE CONTRACTOR SHALL FIELD VERIFY EXACT LOCATIONS PRIOR TO COMMENCING CONSTRUCTION AS REQUIRED BY STATE LAW. NOTIFY GOPHER STATE ONE CALL, 1-800-252-1166 OR 651-454-0002.

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D UNLESS OTHERWISE NOTED. THIS UTILITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."



MAP LEGEND

PROJECT LIMITS



I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

JONATHAN D. NELSEN
LIC. NO. 53433 DATE MM/DD/YYYY



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NORTHFIELD, MINNESOTA
CENTRAL PARK SITE IMPROVEMENTS

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EXISTING TOPOGRAPHIC SYMBOLS

	ACCESS GRATE		REGULATION STATION GAS
	AIR CONDITION UNIT		SATELLITE DISH
	ANTENNA		SIGN NON TRAFFIC
	AUTO SPRINKLER CONNECTION		SIGN TRAFFIC
	BARRICADE PERMANENT		SIGNAL CONTROL CABINET
	BASKETBALL POST		SOIL BORING
	BENCH		SIREN
	BIRD FEEDER		TELEPHONE BOOTH
	BOLLARD		TILE INLET
	BUSH		TILE OUTLET
	CATCH BASIN RECTANGULAR CASTING		TILE RISER
	CATCH BASIN CIRCULAR CASTING		TRANSFORMER-ELECTRIC
	CURB STOP		TREE-CONIFEROUS
	CLEAN OUT		TREE-DEAD
	CULVERT END		TREE-DECIDUOUS
	DRINKING FOUNTAIN		TREE STUMP
	DOWN SPOUT		TRAFFIC ARM BARRIER
	FILL PIPE		TRAFFIC SIGNAL
	FIRE HYDRANT		TRASH CAN
	FLAG POLE		UTILITY MARKER
	FLARED END / APRON		VALVE
	FUEL PUMP		VALVE POST INDICATOR
	GRILL		VALVE VAULT
	GUY WIRE ANCHOR		VAULT
	HANDHOLE		VENT PIPE
	HANDICAP SPACE		WATER SPIGOT
	IRRIGATION SPRINKLER HEAD		WELL
	IRRIGATION VALVE BOX		WETLAND DELINEATED MARKER
	LIFT STATION CONTROL PANEL		WETLAND
	LIFT STATION		WET WELL
	LIGHT ON POLE		YARD HYDRANT
	LIGHT-GROUND		
	MAILBOX		

PROPOSED TOPOGRAPHIC SYMBOLS

	CLEANOUT
	MANHOLE
	LIFT STATION
	STORM SEWER CIRCULAR CASTING
	STORM SEWER RECTANGULAR CASTING
	STORM SEWER FLARED END / APRON
	STORM SEWER OUTLET STRUCTURE
	STORM SEWER OVERFLOW STRUCTURE
	CURB BOX
	FIRE HYDRANT
	WATER VALVE
	WATER REDUCER
	WATER BEND
	WATER TEE
	WATER CROSS
	WATER SLEEVE
	WATER CAP / PLUG
	RIP RAP
	DRAINAGE FLOW
	TRAFFIC SIGNS

SURVEY SYMBOLS

	BENCHMARK LOCATION		CAST IRON MONUMENT
	CONTROL POINT		STONE MONUMENT
	MONUMENT FOUND		

EXISTING TOPOGRAPHIC LINES

	RETAINING WALL
	FENCE
	FENCE-DECORATIVE
	GUARD RAIL
	TREE LINE
	BUSH LINE

SURVEY LINES

	CONTROLLED ACCESS BOUNDARY
	CENTERLINE
	EXISTING EASEMENT LINE
	PROPOSED EASEMENT LINE
	EXISTING LOT LINE
	PROPOSED LOT LINE
	EXISTING RIGHT-OF-WAY
	PROPOSED RIGHT-OF-WAY
	SETBACK LINE
	SECTION LINE
	QUARTER LINE
	SIXTEENTH LINE
	TEMPORARY EASEMENT

EXISTING UTILITY LINES

	FORCEMAIN
	SANITARY SEWER
	SANITARY SERVICE
	STORM SEWER
	STORM SEWER DRAIN TILE
	WATERMAIN
	WATER SERVICE

PROPOSED UTILITY LINES

	FORCEMAIN
	SANITARY SEWER
	SANITARY SERVICE
	STORM SEWER
	STORM SEWER DRAIN TILE
	WATERMAIN
	WATER SERVICE
	PIPE CASING
	TRENCHLESS PIPE (PLAN VIEW)
	TRENCHLESS PIPE (PROFILE VIEW)

GRADING INFORMATION

	EXISTING CONTOUR MINOR
	EXISTING CONTOUR MAJOR
	PROPOSED CONTOUR MINOR
	PROPOSED CONTOUR MAJOR
	PROPOSED GRADING LIMITS / SLOPE LIMITS
	PROJECT LIMITS
	PROPOSED SPOT ELEVATION
	RISE:RUN (SLOPE)

HATCH PATTERNS

	BITUMINOUS		GRAVEL
	CONCRETE		

EXISTING PRIVATE UTILITY LINES

NOTE:
EXISTING UTILITY INFORMATION SHOWN ON THIS PLAN HAS BEEN PROVIDED BY THE UTILITY OWNER. THE CONTRACTOR SHALL FIELD VERIFY EXACT LOCATIONS PRIOR TO COMMENCING CONSTRUCTION AS REQUIRED BY STATE LAW. NOTIFY GOPHER STATE ONE CALL, 1-800-252-1166 OR 651-454-0002.

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D UNLESS OTHERWISE NOTED. THIS UTILITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-22, ENTITLED "STANDARD GUIDELINE FOR INVESTIGATING AND DOCUMENTING EXISTING UTILITIES".

	UNDERGROUND FIBER OPTIC
	UNDERGROUND ELECTRIC
	UNDERGROUND GAS
	UNDERGROUND COMMUNICATION
	OVERHEAD ELECTRIC
	OVERHEAD COMMUNICATION
	OVERHEAD UTILITY

UTILITIES IDENTIFIED WITH A QUALITY LEVEL :

LINE TYPES FOLLOW THE FORMAT: UTILITY TYPE - QUALITY LEVEL
EXAMPLE: UNDERGROUND GAS, QUALITY LEVEL A
UTILITY QUALITY LEVEL (A,B,C,D) DEFINITIONS CAN BE FOUND IN CI/ASCE 38-22.

UTILITY QUALITY LEVELS:

QUALITY LEVEL D: PROVIDES THE MOST BASIC LEVEL OF INFORMATION. IT INVOLVES COLLECTING DATA FROM EXISTING UTILITY RECORDS. RECORDS MAY INCLUDE AS-BUILT DRAWINGS, DISTRIBUTION AND SERVICES MAPS, EXISTING GEOGRAPHIC INFORMATION SYSTEM DATABASES, CONSTRUCTION PLANS, ETC.

QUALITY LEVEL C: INVOLVES SURVEYING VISIBLE SUBSURFACE UTILITY STRUCTURES SUCH AS MANHOLES, HAND-HOLES, UTILITY VALVES AND METERS, FIRE HYDRANTS, PEDESTALS AND UTILITY MARKERS, AND THEN CORRELATING THE INFORMATION WITH EXISTING UTILITY RECORDS TO CREATE COMPOSITE DRAWINGS. INCLUDES QUALITY LEVEL D ACTIVITIES.

QUALITY LEVEL B: INVOLVES DESIGNATING THE HORIZONTAL POSITION OF SUBSURFACE UTILITIES THROUGH SURFACE DETECTION METHODS AND COLLECTING THE INFORMATION THROUGH A SURVEY METHOD. INCLUDES QUALITY LEVEL C AND D TASKS.

QUALITY LEVEL A: PROVIDES THE HIGHEST LEVEL OF ACCURACY. IT INVOLVES LOCATING OR POTHOLING UTILITIES AS WELL AS ACTIVITIES IN QUALITY LEVELS B, C, AND D. THE LOCATED FACILITY INFORMATION IS SURVEYED AND MAPPED AND THE DATA PROVIDES PRECISE PLAN AND PROFILE INFORMATION.

ABBREVIATIONS

A	ALGEBRAIC DIFFERENCE	GRAV	GRAVEL	RSC	RIGID STEEL CONDUIT
ADJ	ADJUST	GU	GUTTER	RT	RIGHT
ALT	ALTERNATE	GV	GATE VALVE	SAN	SANITARY SEWER
B-B	BACK TO BACK	HDPE	HIGH DENSITY POLYETHYLENE	SCH	SCHEDULE
BIT	BITUMINOUS	HH	HANDHOLE	SERV	SERVICE
BLDG	BUILDING	HP	HIGH POINT	SHLD	SHOULDER
BMP	BEST MANAGEMENT PRACTICE	HWL	HIGH WATER LEVEL	STA	STATION
BR	BEGIN RADIUS	HYD	HYDRANT	STD	STANDARD
BV	BUTTERFLY VALVE	I	INVERT	STM	STORM SEWER
CB	CATCH BASIN	K	CURVE COEFFICIENT	TC	TOP OF CURB
C&G	CURB AND GUTTER	L	LENGTH	TE	TEMPORARY EASEMENT
CIP	CAST IRON PIPE	LO	LOWEST OPENING	TEMP	TEMPORARY
CIPP	CURED-IN-PLACE PIPE	LP	LOW POINT	TNH	TOP NUT HYDRANT
CL	CENTER LINE	LT	LEFT	TP	TOP OF PIPE
CL.	CLASS	MAX	MAXIMUM	TYP	TYPICAL
CLVT	CULVERT	MH	MANHOLE	VCP	VITRIFIED CLAY PIPE
CMP	CORRUGATED METAL PIPE	MIN	MINIMUM	VERT	VERTICAL
C.O.	CHANGE ORDER	MR	MID RADIUS	VPC	VERTICAL POINT OF CURVE
COMM	COMMUNICATION	NIC	NOT IN CONTRACT	VPI	VERTICAL POINT OF INTERSECTION
CON	CONCRETE	NMC	NON-METALLIC CONDUIT	VPT	VERTICAL POINT OF TANGENT
CSP	CORRUGATED STEEL PIPE	NTS	NOT TO SCALE	WM	WATERMAIN
DIA	DIAMETER	NWL	NORMAL WATER LEVEL		
DIP	DUCTILE IRON PIPE	OHW	ORDINARY HIGH WATER LEVEL		
DWY	DRIVEWAY	PC	POINT OF CURVE	AC	ACRES
E	EXTERNAL CURVE DISTANCE	PCC	POINT OF COMPOUND CURVE	CF	CUBIC FEET
ELEC	ELECTRIC	PE	PERMANENT EASEMENT	CV	COMPACTED VOLUME
ELEV	ELEVATION	PED	PEDESTRIAN, PEDESTAL	CY	CUBIC YARD
EOF	EMERGENCY OVERFLOW	PERF	PERFORATED PIPE	EA	EACH
ER	END RADIUS	PERM	PERMANENT	EV	EXCAVATED VOLUME
ESMT	EASEMENT	PI	POINT OF INTERSECTION	LB	POUND
EX	EXISTING	PL	PROPERTY LINE	LF	LINEAR FEET
FES	FLARED END SECTION	PRC	POINT OF REVERSE CURVE	LS	LUMP SUM
F-F	FACE TO FACE	PT	POINT OF TANGENT	LV	LOOSE VOLUME
FF	FINISHED FLOOR	PVC	POLYVINYL CHLORIDE PIPE	SF	SQUARE FEET
F&I	FURNISH AND INSTALL	PVMT	PAVEMENT	SV	STOCKPILE VOLUME
FM	FORCEMAIN	R	RADIUS	SY	SQUARE YARD
FO	FIBER OPTIC	R/W	RIGHT-OF-WAY		
F.O.	FIELD ORDER	RCP	REINFORCED CONCRETE PIPE		
GRAN	GRANULAR	RET	RETAINING		

NORTHFIELD, MINNESOTA

CENTRAL PARK SITE IMPROVEMENTS

LEGEND

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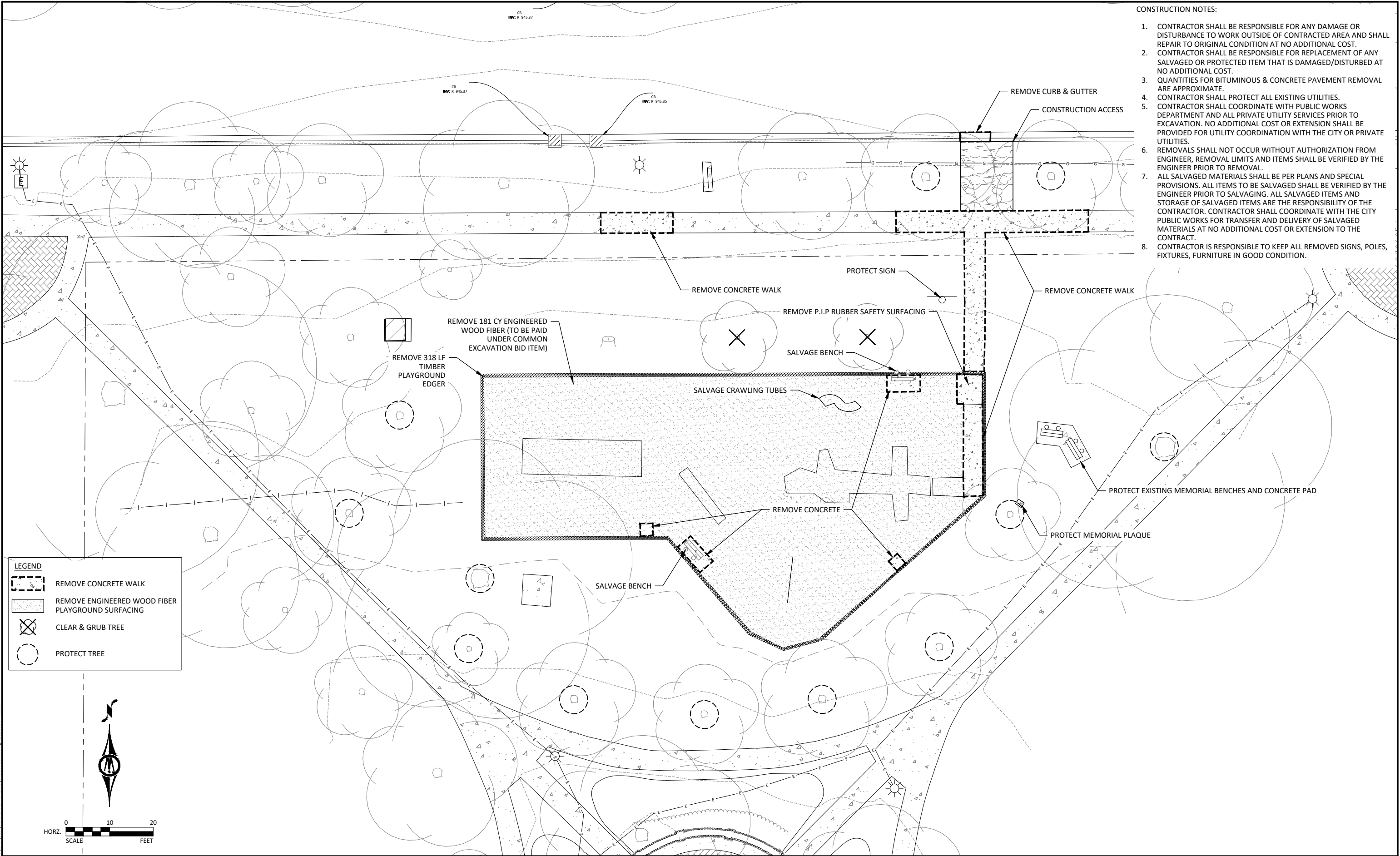


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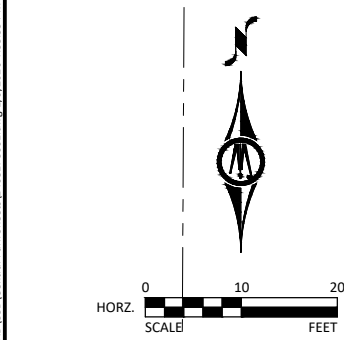
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- CONSTRUCTION NOTES:
1. CONTRACTOR SHALL BE RESPONSIBLE FOR ANY DAMAGE OR DISTURBANCE TO WORK OUTSIDE OF CONTRACTED AREA AND SHALL REPAIR TO ORIGINAL CONDITION AT NO ADDITIONAL COST.
 2. CONTRACTOR SHALL BE RESPONSIBLE FOR REPLACEMENT OF ANY SALVAGED OR PROTECTED ITEM THAT IS DAMAGED/DISTURBED AT NO ADDITIONAL COST.
 3. QUANTITIES FOR BITUMINOUS & CONCRETE PAVEMENT REMOVAL ARE APPROXIMATE.
 4. CONTRACTOR SHALL PROTECT ALL EXISTING UTILITIES.
 5. CONTRACTOR SHALL COORDINATE WITH PUBLIC WORKS DEPARTMENT AND ALL PRIVATE UTILITY SERVICES PRIOR TO EXCAVATION. NO ADDITIONAL COST OR EXTENSION SHALL BE PROVIDED FOR UTILITY COORDINATION WITH THE CITY OR PRIVATE UTILITIES.
 6. REMOVALS SHALL NOT OCCUR WITHOUT AUTHORIZATION FROM ENGINEER, REMOVAL LIMITS AND ITEMS SHALL BE VERIFIED BY THE ENGINEER PRIOR TO REMOVAL.
 7. ALL SALVAGED MATERIALS SHALL BE PER PLANS AND SPECIAL PROVISIONS. ALL ITEMS TO BE SALVAGED SHALL BE VERIFIED BY THE ENGINEER PRIOR TO SALVAGING. ALL SALVAGED ITEMS AND STORAGE OF SALVAGED ITEMS ARE THE RESPONSIBILITY OF THE CONTRACTOR. CONTRACTOR SHALL COORDINATE WITH THE CITY PUBLIC WORKS FOR TRANSFER AND DELIVERY OF SALVAGED MATERIALS AT NO ADDITIONAL COST OR EXTENSION TO THE CONTRACT.
 8. CONTRACTOR IS RESPONSIBLE TO KEEP ALL REMOVED SIGNS, POLES, FIXTURES, FURNITURE IN GOOD CONDITION.

LEGEND

- REMOVE CONCRETE WALK
- REMOVE ENGINEERED WOOD FIBER PLAYGROUND SURFACING
- CLEAR & GRUB TREE
- PROTECT TREE



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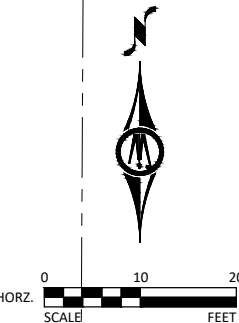


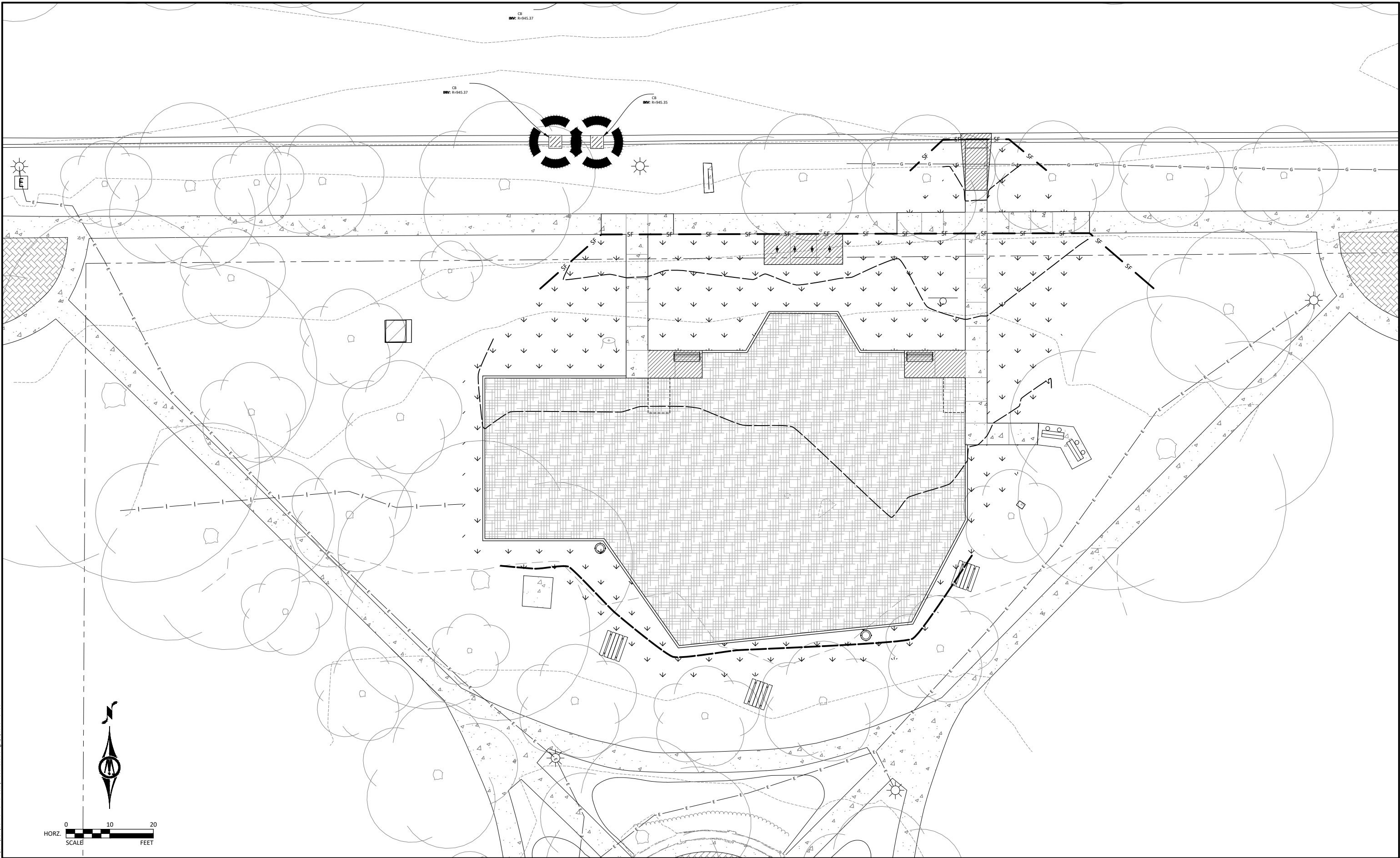
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NORTHFIELD, MINNESOTA
CENTRAL PARK SITE IMPROVEMENTS
EXISTING CONDITIONS & REMOVALS

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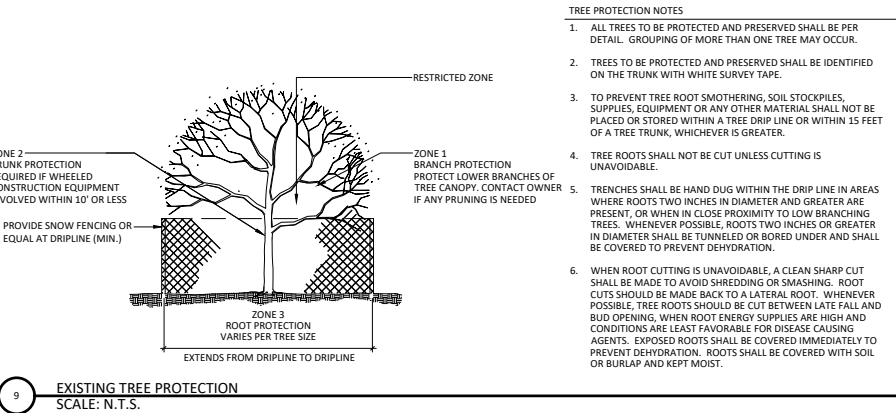
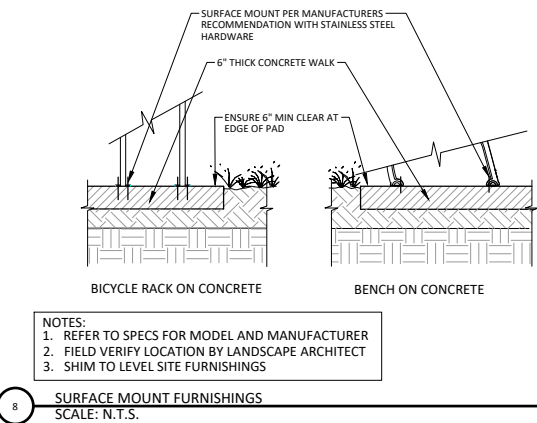
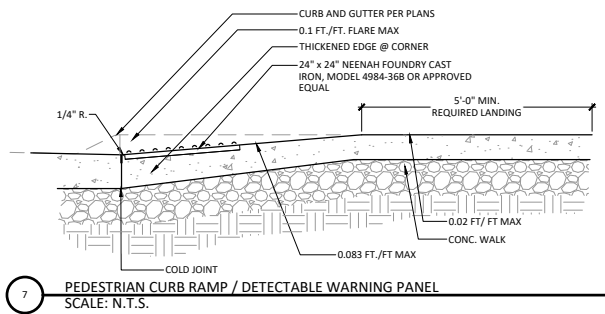
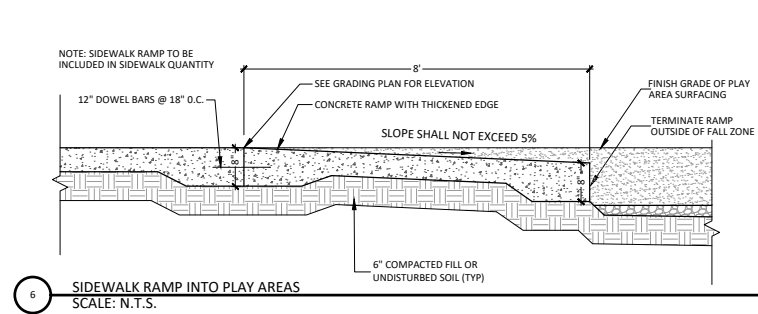
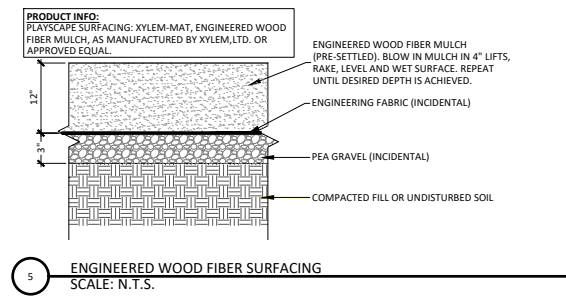
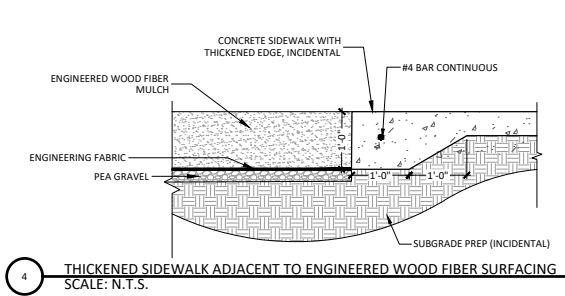
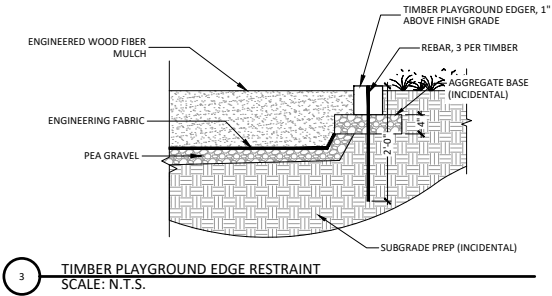
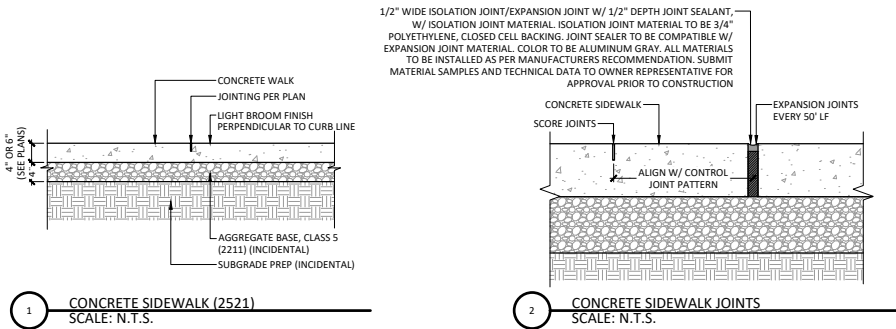


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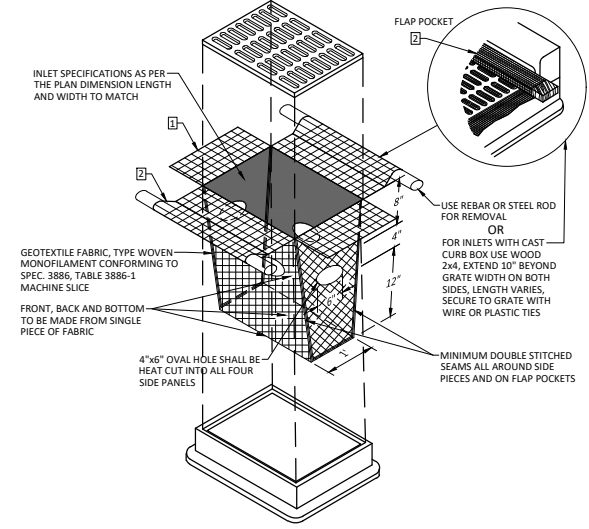
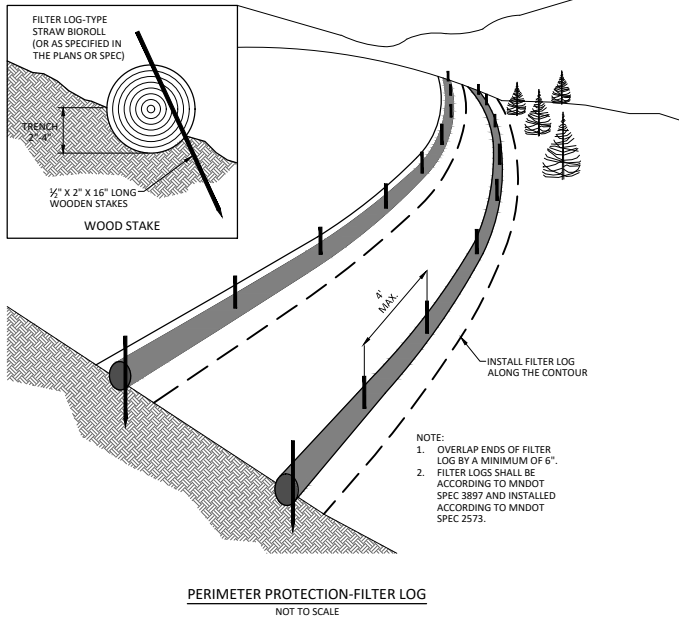
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NORTHFIELD, MINNESOTA
CENTRAL PARK SITE IMPROVEMENTS
EROSION CONTROL & TURF ESTABLISHMENT PLAN

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- TREE PROTECTION NOTES
1. ALL TREES TO BE PROTECTED AND PRESERVED SHALL BE PER DETAIL. GROUPING OF MORE THAN ONE TREE MAY OCCUR.
 2. TREES TO BE PROTECTED AND PRESERVED SHALL BE IDENTIFIED ON THE TRUNK WITH WHITE SURVEY TAPE.
 3. TO PREVENT TREE ROOT SMOTHERING, SOIL STOCKPILES, SUPPLIES, EQUIPMENT OR ANY OTHER MATERIAL SHALL NOT BE PLACED OR STORED WITHIN A TREE DRIP LINE OR WITHIN 15 FEET OF A TREE TRUNK, WHICHEVER IS GREATER.
 4. TREE ROOTS SHALL NOT BE CUT UNLESS CUTTING IS UNAVOIDABLE.
 5. TRENCHES SHALL BE HAND DUG WITHIN THE DRIP LINE IN AREAS WHERE ROOTS TWO INCHES IN DIAMETER AND GREATER ARE PRESENT, OR WHEN IN CLOSE PROXIMITY TO LOW BRANCHING TREES. WHENEVER POSSIBLE, ROOTS TWO INCHES OR GREATER IN DIAMETER SHALL BE TUNNELED OR BORED UNDER AND SHALL BE COVERED TO PREVENT DEHYDRATION.
 6. WHEN ROOT CUTTING IS UNAVOIDABLE, A CLEAN SHARP CUT SHALL BE MADE TO AVOID SHREDDING OR SMASHING. ROOT CUTS SHOULD BE MADE BACK TO A LATERAL ROOT. WHENEVER POSSIBLE, TREE ROOTS SHOULD BE CUT BETWEEN LATE FALL AND BUD OPENING. WHEN ROOT ENERGY SUPPLIES ARE HIGH AND CONDITIONS ARE LEAST FAVORABLE FOR DISEASE CAUSING AGENTS. EXPOSED ROOTS SHALL BE COVERED IMMEDIATELY TO PREVENT DEHYDRATION. ROOTS SHALL BE COVERED WITH SOIL OR BURLAP AND KEPT MOIST.
 7. WATERING OF PROTECTED TREES IN WHICH ROOTS WERE CUT SHALL BE PROVIDED BY THE CONTRACTOR.
 8. AUGER TUNNELING RATHER THAN TRENCHING SHOULD BE USED FOR UTILITY PLACEMENT WITHIN DRIP LINE OF TREE.
 9. FENCING MATERIAL SHALL ENCIRCLE ANY TREE WHOSE OUTER DRIP LINE EDGE IS WITHIN 20 FEET OF ANY CONSTRUCTION ACTIVITIES.
 10. FENCING MATERIAL SHALL BE BRIGHT, CONTRASTING COLOR, DURABLE, AND A MINIMUM OF FOUR FEET IN HEIGHT.
 11. FENCING MATERIAL SHALL BE SET AT THE DRIP LINE OR 15 FEET FROM TREE TRUNK, WHICHEVER IS GREATER, AND MAINTAINED IN AN UPRIGHT POSITION THROUGHOUT THE DURATION OF CONSTRUCTION ACTIVITIES.
 12. ANY GRADE CHANGES (SUCH AS THE REMOVAL OF TOPSOIL OR ADDITION OF FILL MATERIAL) WITHIN THE DRIP LINE SHOULD BE AVOIDED FOR EXISTING TREES TO REMAIN. RETAINING WALLS AND TREE WELLS ARE ACCEPTABLE ONLY WHEN CONSTRUCTED PRIOR TO GRADE CHANGE.



INLET PROTECTION
GEOTEXTILE BAG
NOT TO SCALE

LAST REVISION:
04-2021
PLATE NO.
3-104

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I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

JONATHAN D. NELSEN
LIC. NO. 53433 DATE MM/DD/YYYY



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NORTHFIELD, MINNESOTA
CENTRAL PARK SITE IMPROVEMENTS
DETAILS

SHEET
C3.01
121



Central Park

Playground Site Improvement Project:

Approve Plans & Specifications & Authorize Bids

City Council Meeting
January 20, 2026

City Plans & Consistency



- Comprehensive Plan
- Ped & Bike Plan
- Open Space & Trail Plan
- Park & Rec CIP Study
- Heritage Preservation COA
- Multi-Year 5-Year CIP Planning
- 2025 Budgeted Design



Project Implementation



Project Start

site walks,
evaluation

6/25

Parks & Recreation Advisory Board

review, refine, &
approve

8/25 + 10/25

Historic
Preservation
Commission
approve c/o
appropriateness
7/25 + 1/26

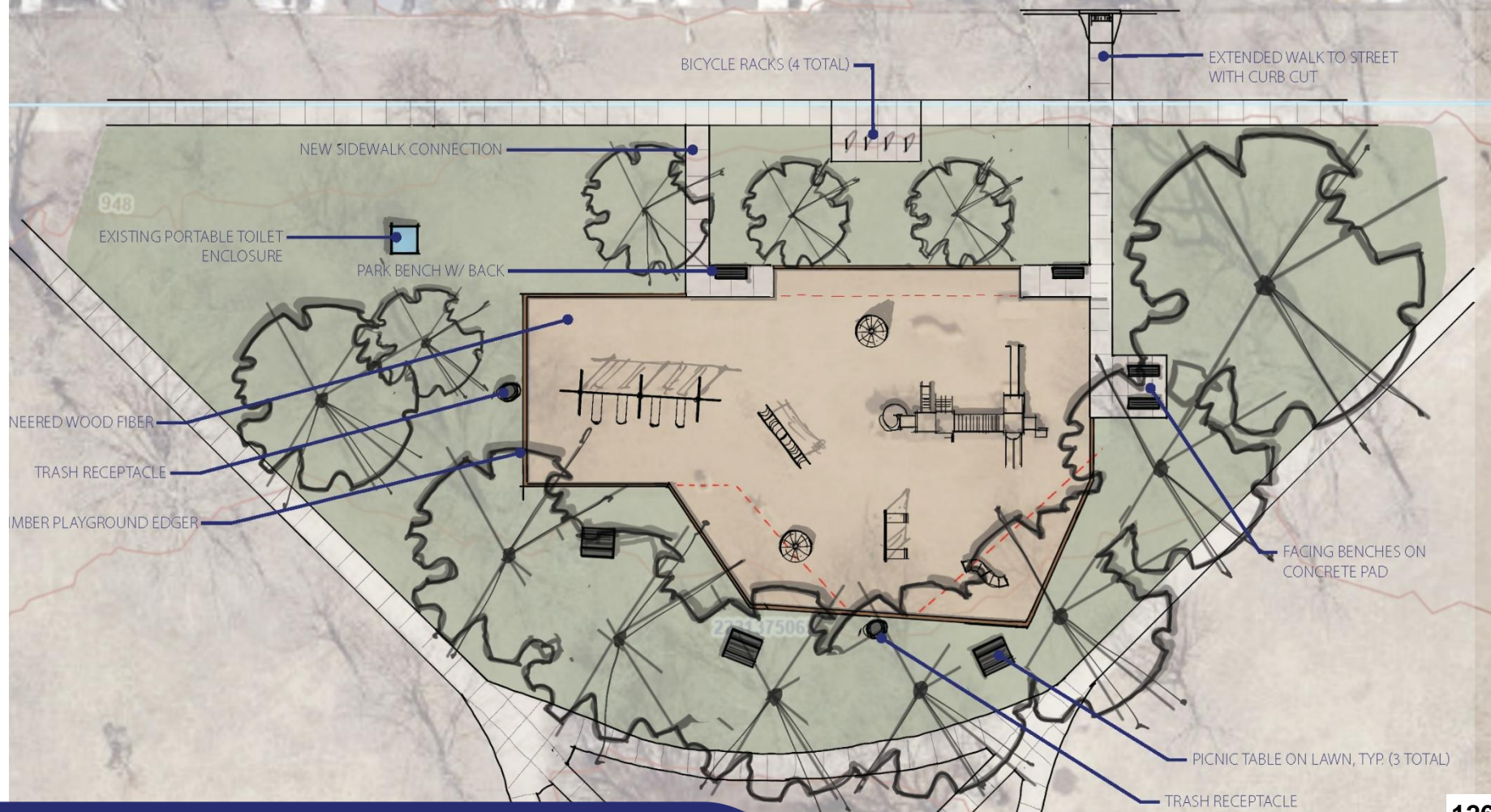
Project Mgt
Bidding,
Commencement,
Construction,
Completion
2/26-10/26

7/25 + 9/25
Preliminary
Concept Plans
neighborhood
mtgs review &
comment

12/25
City Council
26' Budget, 26'
CIP, funding
approved

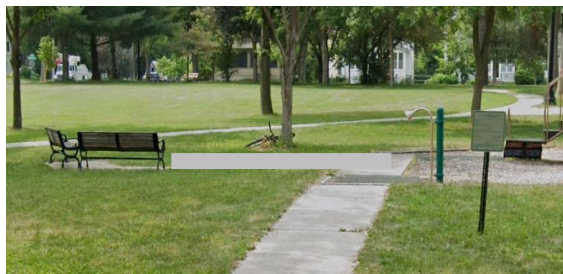
1/26
City Council
approve
plans &
authorize bids







MOVEABLE PICNIC TABLE [NO CONCRETE PAD]



CONNECT WALKWAY TO EXISTING BENCHES



REUSE [RELOCATE] EXISTING BENCHES



KEEP EXISTING SWINGS

Northfield Central Park
1996/75-01-05-06 - 10/21/2005
10/05/2005



LARGE CLIMBER + SPINNER

Northfield Central Park
1996/75-01-05-06 - 10/21/2005
10/05/2005

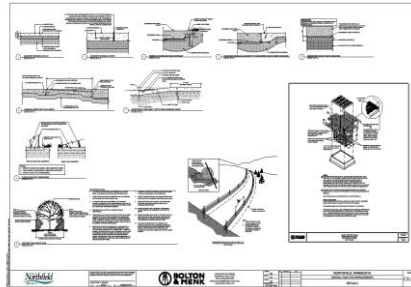


PLAYHOUSE DOME



MOVE EXISTING SLIDE + REPLACE W/ MONKEY BARS

Northfield Central Park
1996/75-01-05-06 - 10/21/2005
10/05/2005



Process for Consideration



- I. Council Questions
- II. Public Comment
- III. Recommend Motion Approve the Plans and Specifications for the Central Park Playground Improvement Site Improvements and Authorize Bids
- IV. Council Discussion
- V. Move to Vote

CITY OF NORTHFIELD, MINNESOTA
HERITAGE PRESERVATION COMMISSION RESOLUTION HPC #2026-001

A RESOLUTION BY THE HERITAGE PRESERVATION COMMISSION OF THE CITY OF
NORTHFIELD, MINNESOTA, APPROVING A CERTIFICATE OF APPROPRIATENESS
FOR 421 4th St. E.

WHEREAS, the applicant, The City of Northfield (the “Applicant”), is seeking a Certificate of Appropriateness (“COA”) from the City of Northfield Heritage Preservation Commission (“HPC” or “Commission”) for repairing a portion of the playground and site improvements as more particularly described in Exhibit A, which is attached hereto and incorporated herein by reference (the “Work”), for certain property owned by the City of Northfield located at 421 4th St. E. in the City of Northfield (the “Property”); and

WHEREAS, the Property is a locally designated heritage preservation site; and

WHEREAS, according to Northfield City Code (the “City Code”), Chapter 34, Section 8.5.8 (A), unless otherwise exempted in Section 7.8.3 or unless otherwise provided in Section 8.5.8, a COA is required for construction, exterior alteration or rehabilitation, moving or demolition of a building or structure on a city-owned or privately owned heritage preservation site; and

WHEREAS, according to City Code, Chapter 34, Section 8.5.8 (A), unless otherwise provided in City Code, no zoning certificate or building permit shall be issued before a COA has received approval; and

WHEREAS, according to City Code, Chapter 34, Section 8.5.8 (A)(1), the proposed Work is classified as Major Work requiring the Type 3 review procedure as established in Section 8.4.6, Type 3 Review Procedure (Heritage Preservation Commission Decision); and

WHEREAS, according to City Code, Chapter 34, Section 8.5.8 (D), for proposed new construction, as well as alteration, remodeling, rehabilitation, relocation or addition to an existing building, structure or historic object, the HPC, based upon the above review procedure, shall consider the following in evaluating an application for a COA, and shall make written findings regarding approval or denial of the same by resolution (Criterion (a) below must be met and criteria (b) through (g) shall be considered, if applicable to an application):

- (a) For all applications, the proposed action fully complies with all applicable requirements of this LDC;
- (b) That the proposed action is in harmony with the intent purpose of the H-O district for sites located in the H-O district;
- (c) That the proposed action would complement other structures within the H-O district for sites located in the H-O district;

- (d) That the proposed action is consistent with the Downtown Preservation Design Guidelines for sites located in the H-O district, and consistent with the Secretary of the Interior's Standards for Treatment of Historic Properties for sites located within or outside the H-O district;
- (e) Consideration should be given to the amount and quality of original material and design remaining in the building or structure when applying criteria, guidelines and standards;
- (f) For new construction, the building or addition should be compatible with:
 - (i) scale, texture, materials, and other visual qualities of the surrounding buildings and neighborhoods;
 - (ii) the height, width, depth, massing and setback of the surrounding buildings; and
 - (iii) the amount of solid wall to window and door openings, and the replacement of window and door openings, should be proportional to that of the surrounding buildings and neighborhood; and
- (g) Consideration shall be given to clear cases of economic hardship or to deprivation of reasonable use of the owner's property.

; and

WHEREAS, according to City Code, Chapter 34, Section 8.5.8 (D), the Applicant bears the burden of proof of meeting the foregoing criteria; and

WHEREAS, according to City Code, Chapter 34, Section 8.5.8 (E), this decision of the HPC shall be final unless timely appealed to the City Council by filing a written notice of appeal with the City Clerk no later than ten (10) days after the date of the HPC's decision; and

WHEREAS, the Commission held a duly noticed public meeting on January 7, 2026, to consider testimony from the Applicant and the public regarding the COA, and has considered such testimony and reviewed the requested COA on the Property according to the above criteria.

NOW THEREFORE BE IT RESOLVED BY THE HERITAGE PRESERVATION COMMISSION OF THE CITY OF NORTHFIELD, MINNESOTA, that the Commission has duly considered the required criteria contained in City Code as applicable to the above-requested COA regarding the Property, and hereby adopts the findings of fact contained in the staff report regarding the same, which is attached hereto and incorporated herein by reference as Exhibit B, along with the above recitals hereto.

BE IT FURTHER RESOLVED that the requested COA is hereby approved based upon the above-referenced adopted findings.

PASSED by the Heritage Preservation Commission of the City of Northfield, this 7th day of January 2026.


Chair


Member

VOTE: Y CLARK Absent MACHACEK SHONKA Y JARMAN
 Y MEEHAN Y STANGLER Y BEIMERS Absent STREET

EXHIBIT A

DESCRIPTION OF PROPOSED WORK

CITY OF NORTHFIELD

CONSTRUCTION PLANS FOR

CENTRAL PARK SITE IMPROVEMENTS (421 4TH ST. EAST)

REMOVALS, SITE GRADING, CONCRETE SIDEWALKS, PLAYGROUND CONSTRUCTION, SITE AMENITIES, AND SITE RESTORATION

JANUARY, 2026

RESOURCE LIST

CITY OF NORTHFIELD

City Hall
801 Washington Street
Northfield, MN 55057
645-8833

City Administrator:
Ben Martig

Mayor: Erica Zweifel

City Council Members:
Kathleen Holmes
Chad Beumer
Peter Dahlen
Jessica Peterson White
Brad Ness
Davin Sokup

Public Works Director / City Engineer:
David Bennett, P.E.
507-645-3006

Engineering Manager:
Sean Simonson
507-645-3049

Utility Superintendent:
Justin Wagner
507-645-3083

Streets and Parks Manager:
Andrew Tussing
507-645-3027

UTILITIES

GAS
Xcel Energy - Gas
Nathan Luedtke
507-334-2923
nathan.m.luedtke@xcelenergy.com

COMMUNICATIONS

Spectrum (Charter Communications)
Chuck Snyder
952-367-4246
charles.snyder@charter.com

Lumen (CenturyLink)
Justin Elkins
Justin.Elkins@lumen.com
(507)-577-8038

MetroNet
Chris Hart
Chris.Hart@metronet.com
(612)-709-6282

Zayo
Steven Senger
Steven.Senger@zayo.com
(952)-230-9660

ELECTRIC
Xcel Energy - Electric
TIMOTHY KEELEY
715-308-2631
Timothy.J.Keeley@xcelenergy.com

NOTE: EXISTING UTILITY INFORMATION SHOWN ON THIS PLAN HAS BEEN PROVIDED BY THE UTILITY OWNER. THE CONTRACTOR SHALL FIELD VERIFY EXACT LOCATIONS PRIOR TO COMMENCING CONSTRUCTION AS REQUIRED BY STATE LAW. NOTIFY GOPHER STATE ONE CALL, 1-800-252-1166 OR 651-454-0002.

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D UNLESS OTHERWISE NOTED. THIS UTILITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."



MAP LEGEND

PROJECT LIMITS



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JONATHAN D. NELSEN
LIC. NO. 53433 DATE MM/DD/YYYY



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NORTHFIELD, MINNESOTA
CENTRAL PARK SITE IMPROVEMENTS

TITLE SHEET

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EXISTING TOPOGRAPHIC SYMBOLS

	ACCESS GRATE		REGULATION STATION GAS
	AIR CONDITION UNIT		SATELLITE DISH
	ANTENNA		SIGN NON TRAFFIC
	AUTO SPRINKLER CONNECTION		SIGN TRAFFIC
	BARRICADE PERMANENT		SIGNAL CONTROL CABINET
	BASKETBALL POST		SOIL BORING
	BENCH		SIREN
	BIRD FEEDER		TELEPHONE BOOTH
	BOLLARD		TILE INLET
	BUSH		TILE OUTLET
	CATCH BASIN RECTANGULAR CASTING		TILE RISER
	CATCH BASIN CIRCULAR CASTING		TRANSFORMER-ELECTRIC
	CURB STOP		TREE-CONIFEROUS
	CLEAN OUT		TREE-DEAD
	CULVERT END		TREE-DECIDUOUS
	DRINKING FOUNTAIN		TREE STUMP
	DOWN SPOUT		TRAFFIC ARM BARRIER
	FILL PIPE		TRAFFIC SIGNAL
	FIRE HYDRANT		TRASH CAN
	FLAG POLE		UTILITY MARKER
	FLARED END / APRON		VALVE
	FUEL PUMP		VALVE POST INDICATOR
	GRILL		VALVE VAULT
	GUY WIRE ANCHOR		VAULT
	HANDHOLE		VENT PIPE
	HANDICAP SPACE		WATER SPIGOT
	IRRIGATION SPRINKLER HEAD		WELL
	IRRIGATION VALVE BOX		WETLAND DELINEATED MARKER
	LIFT STATION CONTROL PANEL		WETLAND
	LIFT STATION		WET WELL
	LIGHT ON POLE		YARD HYDRANT
	LIGHT-GROUND		
	MAILBOX		
	MANHOLE-COMMUNICATION		
	MANHOLE-ELECTRIC		
	MANHOLE-GAS		
	MANHOLE-HEAT		
	MANHOLE-SANITARY SEWER		
	MANHOLE-STORM SEWER		
	MANHOLE-UTILITY		
	MANHOLE-WATER		
	METER		
	ORDER MICROPHONE		
	PARKING METER		
	PAVEMENT MARKING		
	PEDESTAL-COMMUNICATION		
	PEDESTAL-ELECTRIC		
	PEDESTRIAN PUSH BUTTON		
	PICNIC TABLE		
	POLE-UTILITY		
	POLE-BRACE		
	POST		
	RAILROAD SIGNAL POLE		

PROPOSED TOPOGRAPHIC SYMBOLS

	CLEANOUT
	MANHOLE
	LIFT STATION
	STORM SEWER CIRCULAR CASTING
	STORM SEWER RECTANGULAR CASTING
	STORM SEWER FLARED END / APRON
	STORM SEWER OUTLET STRUCTURE
	STORM SEWER OVERFLOW STRUCTURE
	CURB BOX
	FIRE HYDRANT
	WATER VALVE
	WATER REDUCER
	WATER BEND
	WATER TEE
	WATER CROSS
	WATER SLEEVE
	WATER CAP / PLUG
	RIP RAP
	DRAINAGE FLOW
	TRAFFIC SIGNS

SURVEY SYMBOLS

	BENCHMARK LOCATION		CAST IRON MONUMENT
	CONTROL POINT		STONE MONUMENT
	MONUMENT FOUND		

EXISTING TOPOGRAPHIC LINES

	RETAINING WALL
	FENCE
	FENCE-DECORATIVE
	GUARD RAIL
	TREE LINE
	BUSH LINE

SURVEY LINES

	CONTROLLED ACCESS BOUNDARY
	CENTERLINE
	EXISTING EASEMENT LINE
	PROPOSED EASEMENT LINE
	EXISTING LOT LINE
	PROPOSED LOT LINE
	EXISTING RIGHT-OF-WAY
	PROPOSED RIGHT-OF-WAY
	SETBACK LINE
	SECTION LINE
	QUARTER LINE
	SIXTEENTH LINE
	TEMPORARY EASEMENT

EXISTING UTILITY LINES

	FORCEMAIN
	SANITARY SEWER
	SANITARY SERVICE
	STORM SEWER
	STORM SEWER DRAIN TILE
	WATERMAIN
	WATER SERVICE

PROPOSED UTILITY LINES

	FORCEMAIN
	SANITARY SEWER
	SANITARY SERVICE
	STORM SEWER
	STORM SEWER DRAIN TILE
	WATERMAIN
	WATER SERVICE
	PIPE CASING
	TRENCHLESS PIPE (PLAN VIEW)
	TRENCHLESS PIPE (PROFILE VIEW)

GRADING INFORMATION

	EXISTING CONTOUR MINOR
	EXISTING CONTOUR MAJOR
	PROPOSED CONTOUR MINOR
	PROPOSED CONTOUR MAJOR
	PROPOSED GRADING LIMITS / SLOPE LIMITS
	PROJECT LIMITS
	PROPOSED SPOT ELEVATION
	RISE:RUN (SLOPE)

HATCH PATTERNS

	BITUMINOUS		GRAVEL
	CONCRETE		

EXISTING PRIVATE UTILITY LINES

NOTE:
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	UNDERGROUND FIBER OPTIC
	UNDERGROUND ELECTRIC
	UNDERGROUND GAS
	UNDERGROUND COMMUNICATION
	OVERHEAD ELECTRIC
	OVERHEAD COMMUNICATION
	OVERHEAD UTILITY

UTILITIES IDENTIFIED WITH A QUALITY LEVEL :

LINE TYPES FOLLOW THE FORMAT: UTILITY TYPE - QUALITY LEVEL
EXAMPLE: UNDERGROUND GAS, QUALITY LEVEL A
UTILITY QUALITY LEVEL (A,B,C,D) DEFINITIONS CAN BE FOUND IN CI/ASCE 38-22.

UTILITY QUALITY LEVELS:

QUALITY LEVEL D: PROVIDES THE MOST BASIC LEVEL OF INFORMATION. IT INVOLVES COLLECTING DATA FROM EXISTING UTILITY RECORDS. RECORDS MAY INCLUDE AS-BUILT DRAWINGS, DISTRIBUTION AND SERVICES MAPS, EXISTING GEOGRAPHIC INFORMATION SYSTEM DATABASES, CONSTRUCTION PLANS, ETC.

QUALITY LEVEL C: INVOLVES SURVEYING VISIBLE SUBSURFACE UTILITY STRUCTURES SUCH AS MANHOLES, HAND-HOLES, UTILITY VALVES AND METERS, FIRE HYDRANTS, PEDESTALS AND UTILITY MARKERS, AND THEN CORRELATING THE INFORMATION WITH EXISTING UTILITY RECORDS TO CREATE COMPOSITE DRAWINGS. INCLUDES QUALITY LEVEL D ACTIVITIES.

QUALITY LEVEL B: INVOLVES DESIGNATING THE HORIZONTAL POSITION OF SUBSURFACE UTILITIES THROUGH SURFACE DETECTION METHODS AND COLLECTING THE INFORMATION THROUGH A SURVEY METHOD. INCLUDES QUALITY LEVEL C AND D TASKS.

QUALITY LEVEL A: PROVIDES THE HIGHEST LEVEL OF ACCURACY. IT INVOLVES LOCATING OR POTHOLING UTILITIES AS WELL AS ACTIVITIES IN QUALITY LEVELS B, C, AND D. THE LOCATED FACILITY INFORMATION IS SURVEYED AND MAPPED AND THE DATA PROVIDES PRECISE PLAN AND PROFILE INFORMATION.

ABBREVIATIONS

A	ALGEBRAIC DIFFERENCE	GRAV	GRAVEL	RSC	RIGID STEEL CONDUIT
ADJ	ADJUST	GU	GUTTER	RT	RIGHT
ALT	ALTERNATE	GV	GATE VALVE	SAN	SANITARY SEWER
B-B	BACK TO BACK	HDPE	HIGH DENSITY POLYETHYLENE	SCH	SCHEDULE
BIT	BITUMINOUS	HH	HANDHOLE	SERV	SERVICE
BLDG	BUILDING	HP	HIGH POINT	SHLD	SHOULDER
BMP	BEST MANAGEMENT PRACTICE	HWL	HIGH WATER LEVEL	STA	STATION
BR	BEGIN RADIUS	HYD	HYDRANT	STD	STANDARD
BV	BUTTERFLY VALVE	I	INVERT	STM	STORM SEWER
CB	CATCH BASIN	K	CURVE COEFFICIENT	TC	TOP OF CURB
C&G	CURB AND GUTTER	L	LENGTH	TE	TEMPORARY EASEMENT
CIP	CAST IRON PIPE	LO	LOWEST OPENING	TEMP	TEMPORARY
CIPP	CURED-IN-PLACE PIPE	LP	LOW POINT	TNH	TOP NUT HYDRANT
CL	CENTER LINE	LT	LEFT	TP	TOP OF PIPE
CL.	CLASS	MAX	MAXIMUM	TYP	TYPICAL
CLVT	CULVERT	MH	MANHOLE	VCP	VITRIFIED CLAY PIPE
CMP	CORRUGATED METAL PIPE	MIN	MINIMUM	VERT	VERTICAL
C.O.	CHANGE ORDER	MR	MID RADIUS	VPC	VERTICAL POINT OF CURVE
COMM	COMMUNICATION	NIC	NOT IN CONTRACT	VPI	VERTICAL POINT OF INTERSECTION
CON	CONCRETE	NMC	NON-METALLIC CONDUIT	VPT	VERTICAL POINT OF TANGENT
CSP	CORRUGATED STEEL PIPE	NTS	NOT TO SCALE	WM	WATERMAIN
DIA	DIAMETER	NWL	NORMAL WATER LEVEL		
DIP	DUCTILE IRON PIPE	OHW	ORDINARY HIGH WATER LEVEL		
DWY	DRIVEWAY	PC	POINT OF CURVE	AC	ACRES
E	EXTERNAL CURVE DISTANCE	PCC	POINT OF COMPOUND CURVE	CF	CUBIC FEET
ELEC	ELECTRIC	PE	PERMANENT EASEMENT	CV	COMPACTED VOLUME
ELEV	ELEVATION	PED	PEDESTRIAN, PEDESTAL	CY	CUBIC YARD
EOF	EMERGENCY OVERFLOW	PERF	PERFORATED PIPE	EA	EACH
ER	END RADIUS	PERM	PERMANENT	EV	EXCAVATED VOLUME
ESMT	EASEMENT	PI	POINT OF INTERSECTION	LB	POUND
EX	EXISTING	PL	PROPERTY LINE	LF	LINEAR FEET
FES	FLARED END SECTION	PRC	POINT OF REVERSE CURVE	LS	LUMP SUM
F-F	FACE TO FACE	PT	POINT OF TANGENT	LV	LOOSE VOLUME
FF	FINISHED FLOOR	PVC	POLYVINYL CHLORIDE PIPE	SF	SQUARE FEET
F&I	FURNISH AND INSTALL	PVMT	PAVEMENT	SV	STOCKPILE VOLUME
FM	FORCEMAIN	R	RADIUS	SY	SQUARE YARD
FO	FIBER OPTIC	R/W	RIGHT-OF-WAY		
F.O.	FIELD ORDER	RCP	REINFORCED CONCRETE PIPE		
GRAN	GRANULAR	RET	RETAINING		

NORTHFIELD, MINNESOTA

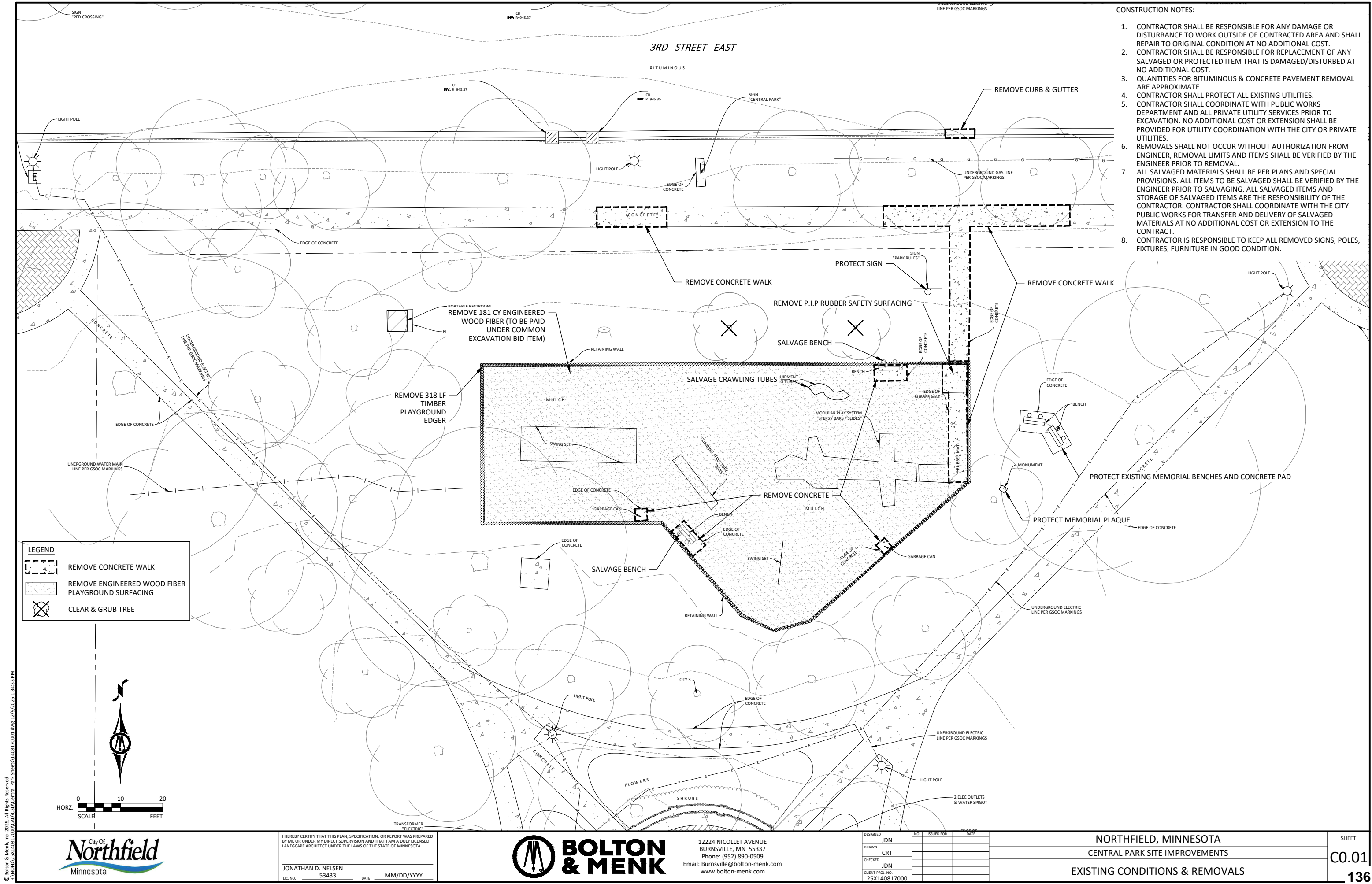
CENTRAL PARK SITE IMPROVEMENTS

LEGEND

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- CONSTRUCTION NOTES:
1. CONTRACTOR SHALL BE RESPONSIBLE FOR ANY DAMAGE OR DISTURBANCE TO WORK OUTSIDE OF CONTRACTED AREA AND SHALL REPAIR TO ORIGINAL CONDITION AT NO ADDITIONAL COST.
 2. CONTRACTOR SHALL BE RESPONSIBLE FOR REPLACEMENT OF ANY SALVAGED OR PROTECTED ITEM THAT IS DAMAGED/DISTURBED AT NO ADDITIONAL COST.
 3. QUANTITIES FOR BITUMINOUS & CONCRETE PAVEMENT REMOVAL ARE APPROXIMATE.
 4. CONTRACTOR SHALL PROTECT ALL EXISTING UTILITIES.
 5. CONTRACTOR SHALL COORDINATE WITH PUBLIC WORKS DEPARTMENT AND ALL PRIVATE UTILITY SERVICES PRIOR TO EXCAVATION. NO ADDITIONAL COST OR EXTENSION SHALL BE PROVIDED FOR UTILITY COORDINATION WITH THE CITY OR PRIVATE UTILITIES.
 6. REMOVALS SHALL NOT OCCUR WITHOUT AUTHORIZATION FROM ENGINEER, REMOVAL LIMITS AND ITEMS SHALL BE VERIFIED BY THE ENGINEER PRIOR TO REMOVAL.
 7. ALL SALVAGED MATERIALS SHALL BE PER PLANS AND SPECIAL PROVISIONS. ALL ITEMS TO BE SALVAGED SHALL BE VERIFIED BY THE ENGINEER PRIOR TO SALVAGING. ALL SALVAGED ITEMS AND STORAGE OF SALVAGED ITEMS ARE THE RESPONSIBILITY OF THE CONTRACTOR. CONTRACTOR SHALL COORDINATE WITH THE CITY PUBLIC WORKS FOR TRANSFER AND DELIVERY OF SALVAGED MATERIALS AT NO ADDITIONAL COST OR EXTENSION TO THE CONTRACT.
 8. CONTRACTOR IS RESPONSIBLE TO KEEP ALL REMOVED SIGNS, POLES, FIXTURES, FURNITURE IN GOOD CONDITION.

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JONATHAN D. NELSEN
LIC. NO. 53433 DATE MM/DD/YYYY



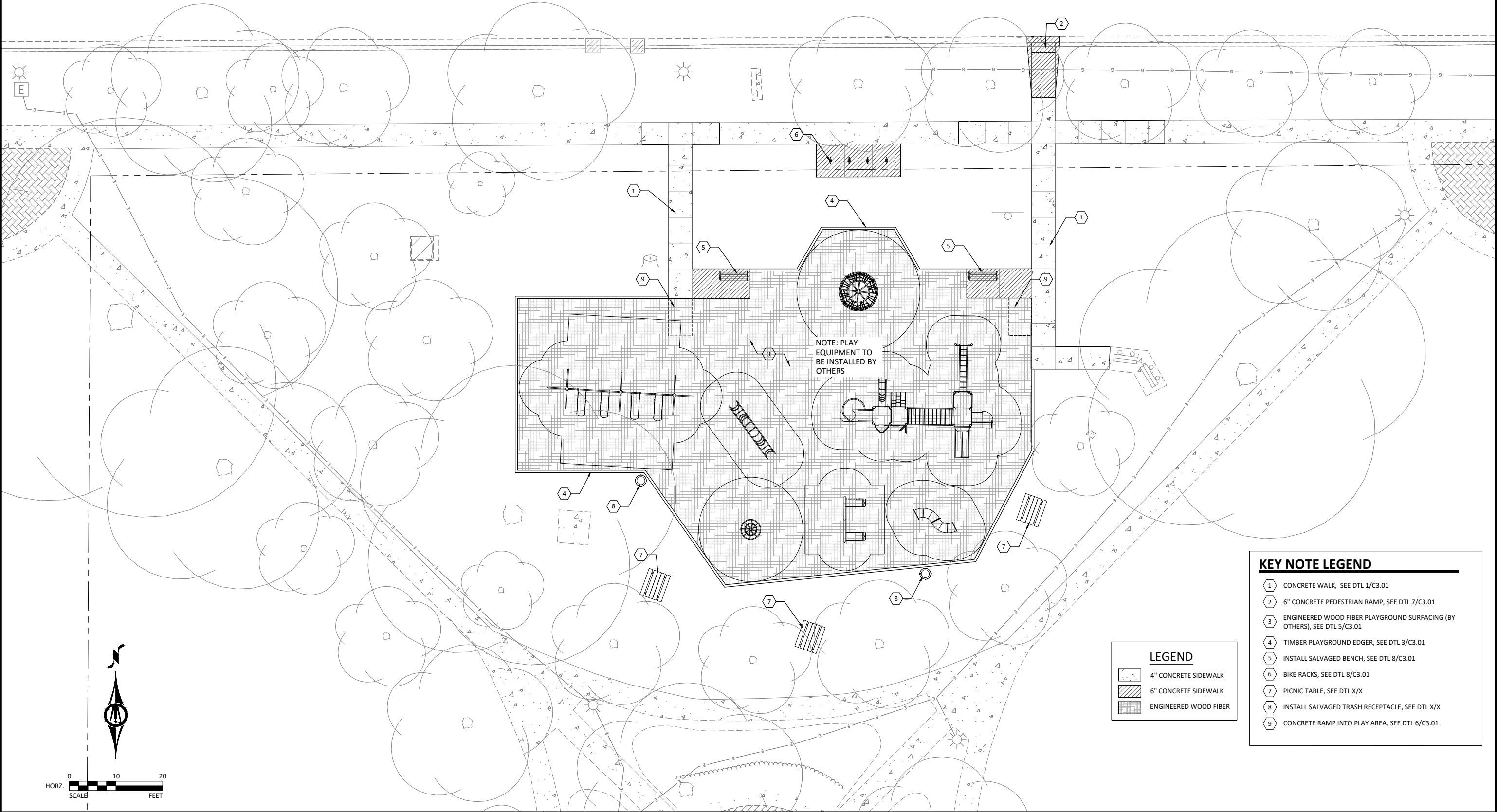
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NORTHFIELD, MINNESOTA
CENTRAL PARK SITE IMPROVEMENTS
EXISTING CONDITIONS & REMOVALS

SHEET
C0.01
136

3RD ST. EAST



NOTE: PLAY EQUIPMENT TO BE INSTALLED BY OTHERS

LEGEND

- 4" CONCRETE SIDEWALK
- 6" CONCRETE SIDEWALK
- ENGINEERED WOOD FIBER

KEY NOTE LEGEND

- 1 CONCRETE WALK, SEE DTL 1/C3.01
- 2 6" CONCRETE PEDESTRIAN RAMP, SEE DTL 7/C3.01
- 3 ENGINEERED WOOD FIBER PLAYGROUND SURFACING (BY OTHERS), SEE DTL 5/C3.01
- 4 TIMBER PLAYGROUND EDGER, SEE DTL 3/C3.01
- 5 INSTALL SALVAGED BENCH, SEE DTL 8/C3.01
- 6 BIKE RACKS, SEE DTL 8/C3.01
- 7 PICNIC TABLE, SEE DTL X/X
- 8 INSTALL SALVAGED TRASH RECEPTACLE, SEE DTL X/X
- 9 CONCRETE RAMP INTO PLAY AREA, SEE DTL 6/C3.01

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JONATHAN D. NELSEN
LIC. NO. 53433 DATE MM/DD/YYYY

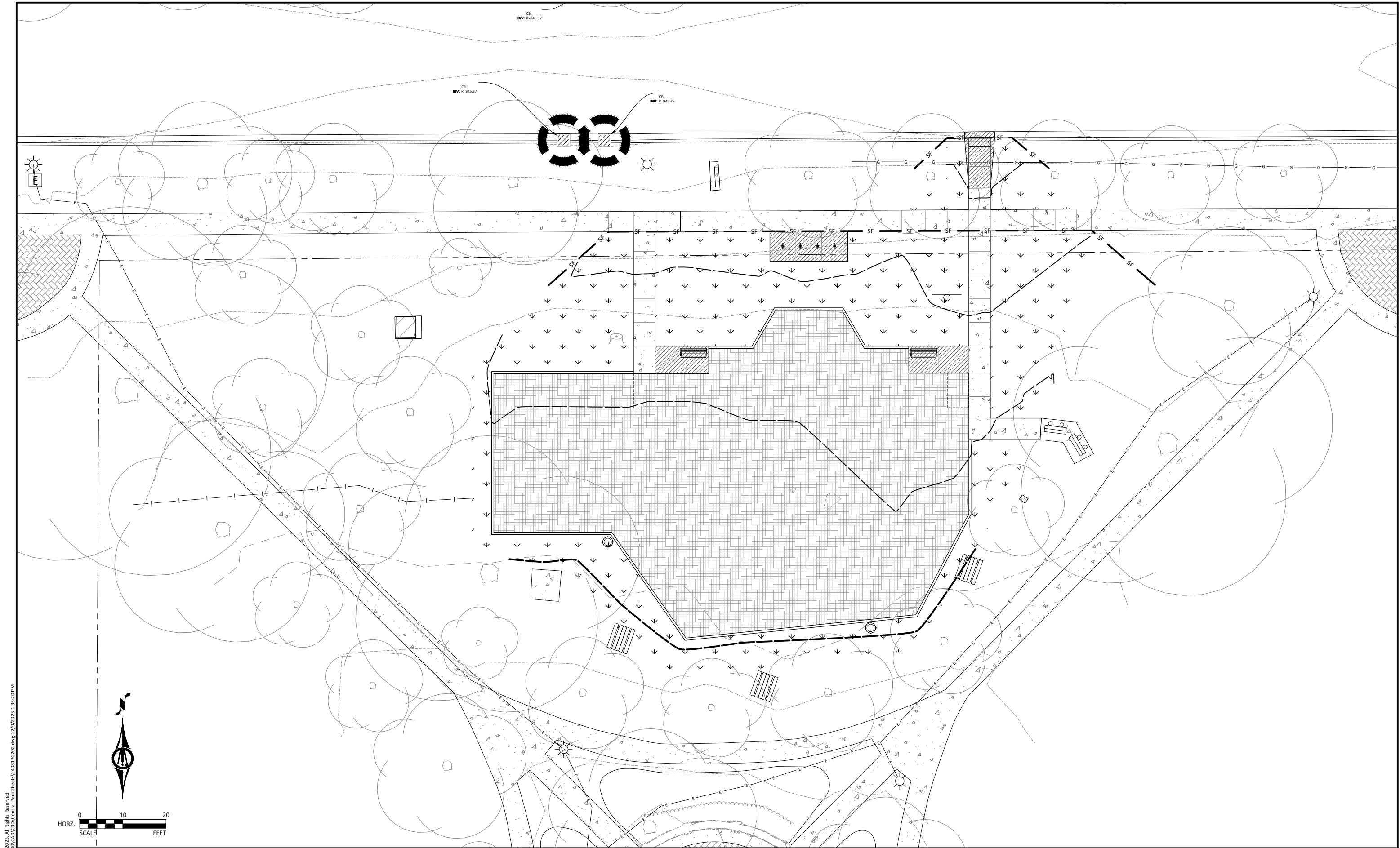


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Email: Burns@bolton-menk.com
www.bolton-menk.com

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NORTHFIELD, MINNESOTA
CENTRAL PARK SITE IMPROVEMENTS
SITE PLAN

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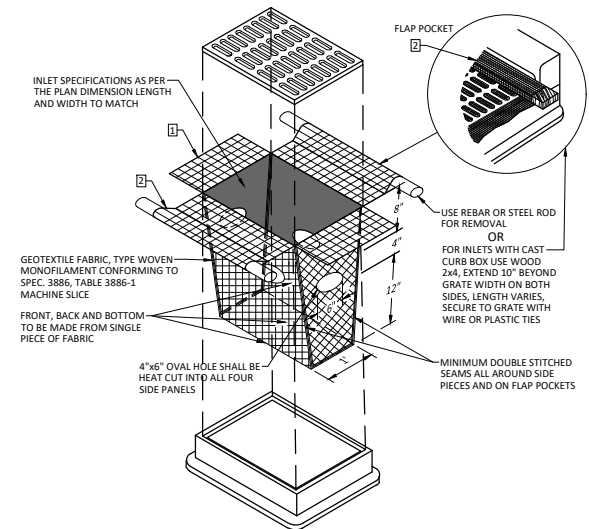
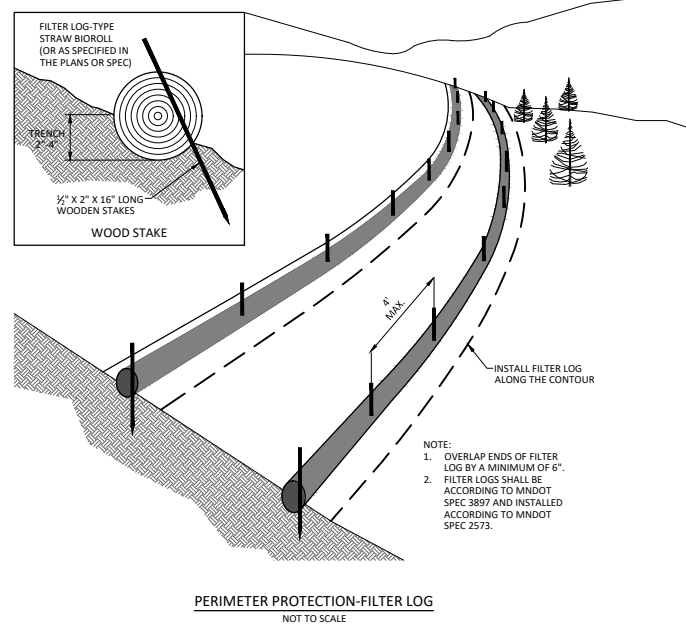
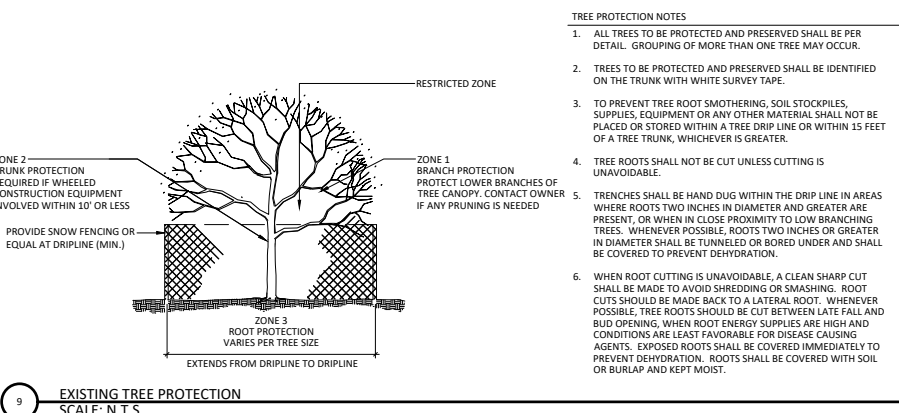
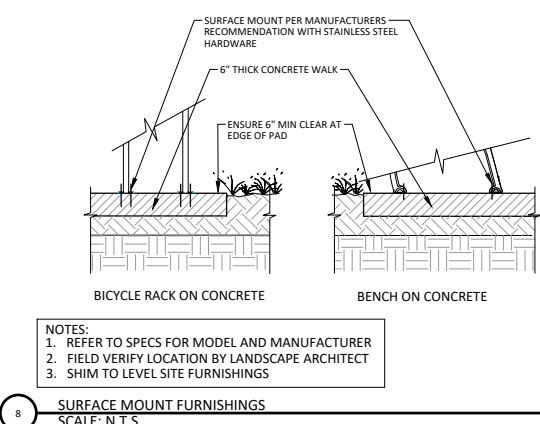
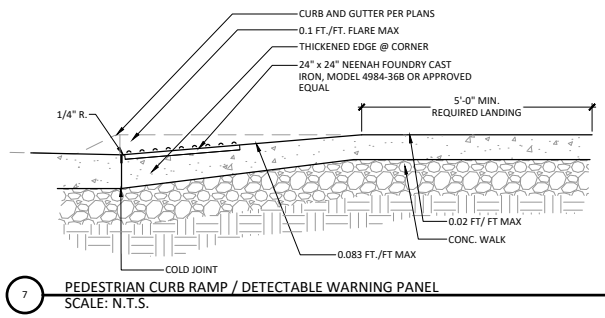
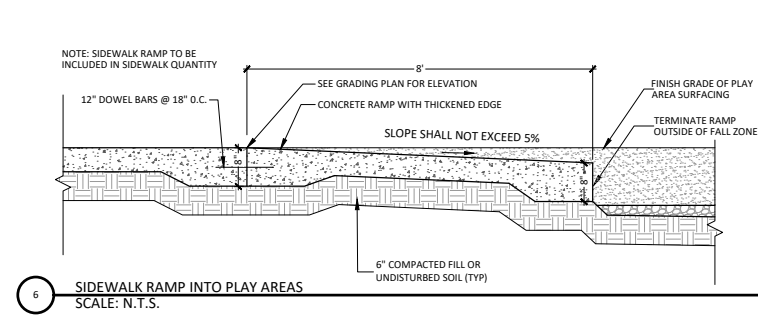
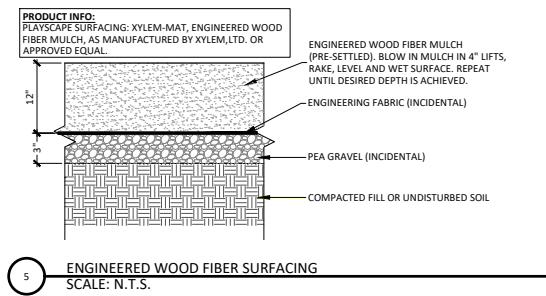
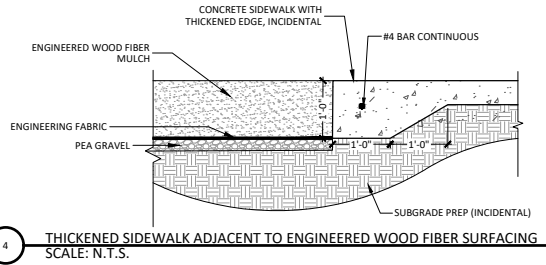
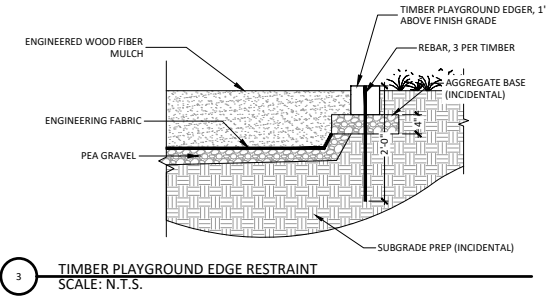
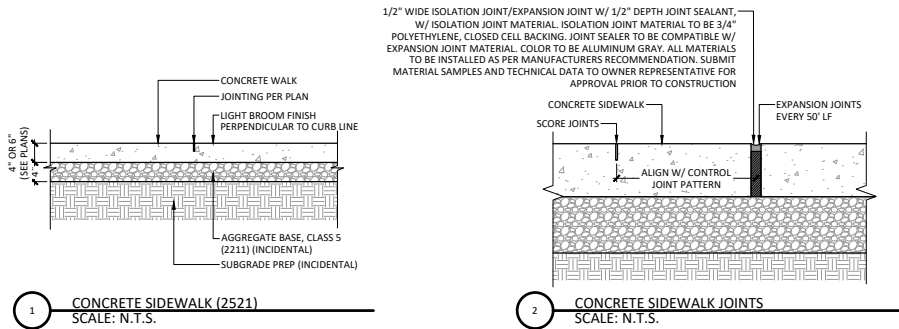


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NORTHFIELD, MINNESOTA
CENTRAL PARK SITE IMPROVEMENTS
EROSION CONTROL & TURF ESTABLISHMENT PLAN

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NOTES:
1. INLET PROTECTION DEVICES SHALL BE MAINTAINED OR REPLACED AT THE DIRECTION OF THE ENGINEER. MANUFACTURED ALTERNATIVES APPROVED AND LISTED ON THE DEPARTMENTS EROSION CONTROL PRODUCT ACCEPTABILITY LIST MAY BE SUBSTITUTED. WHEN REMOVING OR MAINTAINING INLET PROTECTION, CARE SHALL BE TAKEN SO THAT THE SEDIMENT TRAPPED ON THE GEOTEXTILE FABRIC DOES NOT FALL IN THE INLET. ANY MATERIAL FALLING INTO THE INLET SHALL BE REMOVED IMMEDIATELY.

2. FINISHED SIZE, INCLUDING POCKETS WHERE REQUIRED, SHALL EXTEND A MINIMUM OF 10" AROUND THE PERIMETER TO FACILITATE MAINTENANCE OR REMOVAL.

FLAP POCKETS SHALL BE LARGE ENOUGH TO ACCEPT WOOD 2x4.

INSTALLATION NOTES:
DO NOT INSTALL PROTECTION IN INLETS SHALLOWER THAN 30", MEASURED FROM THE BOTTOM OF THE INLET TO THE TOP OF THE GRATE.

TRIM EXCESS FABRIC IN THE FLOW LINE TO WITHIN 3" OF THE GRATE.

THE INSTALLED BAG SHALL HAVE A MINIMUM SIDE CLEARANCE, BETWEEN THE INLET AND THE BAG, MEASURED AT THE BOTTOM OF THE OVERFLOW HOLES, OF 3". WHERE NECESSARY THE CONTRACTOR SHALL CLINCH THE BAG, USING PLASTIC ZIP TIES, TO ACHIEVE THE 3" CLEARANCE. THE TIES SHALL BE PLACED AT A MAXIMUM OF 4' FROM THE BOTTOM OF THE BAG.



INLET PROTECTION
GEOTEXTILE BAG
NOT TO SCALE

LAST REVISION:
04-2021
PLATE NO.
3-104

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JONATHAN D. NELSEN
LIC. NO. 53433 DATE MM/DD/YYYY



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NORTHFIELD, MINNESOTA
CENTRAL PARK SITE IMPROVEMENTS
DETAILS

SHEET
C3.01
140



**MOVEABLE PICNIC TABLE
[NO CONCRETE PAD]**



CONNECT WALKWAY TO EXISTING BENCHES



REUSE [RELOCATE] EXISTING BENCHES



KEEP EXISTING SWINGS



LARGE CLIMBER + SPINNER



PLAYHOUSE DOME



**MOVE EXISTING SLIDE +
REPLACE W/ MONKEY BARS**

CENTRAL PARK PLAYGROUND – playground features

Proposed Repair + Replacement + Enhancements

OCTOBER 2025

EXHIBIT B

FINDINGS OF FACT

The Northfield city ordinances outline in Chapter 34 – Land Development Code (LDC), Section 8.5.8 the Heritage Preservation Commission’s Certificate of Appropriateness process and approval criteria. The HPC shall consider the following in evaluating an application for a certificate of appropriateness for a zoning certificate and/or building permit. Criterion (A) below must be met and criteria (B) through (G) shall be considered:

Criteria A. For all applications, the proposed action fully complies with all applicable requirements of the LDC;

Findings: The proposed work complies with the LDC. Further details on the applicable sections of the Northfield LDC are included below.

Criteria B. That the proposed action is in harmony with the purpose of the H-O district for sites located in the H-O district;

Findings: Not Applicable - The park is not located within the H-O district. The proposed project continues the perpetuation and use of the historic park without negatively impacting the character or integrity. Additionally, repairing and updating the playground serves to protect and enhance the city’s appeal to residents, visitors, and tourists, fosters civic pride, and promotes the continued use and preservation of the historic park.

Criteria C. That the proposed action would complement other structures within the H-O district for sites located in the H-O district;

Findings: Not Applicable – The property is not located within the H-O district. The playground complements the surrounding residential neighborhood.

Criteria D. That the proposed action is consistent with the Downtown Preservation Design Guidelines for sites located in the H-O district, and consistent with the Secretary of the Interior's (SOI) Standards for Treatment of Historic Properties for sites located within or outside the H-O district;

Findings: The work is consistent with the SOI Standards for Rehabilitation. The historic use will continue, the character of the property will be retained, and distinctive features will not be removed or altered. The work does not create a false sense of history, the area to be changed has not acquired its own historic significance, and there are no distinctive materials, features, or finishes that will be impacted. This work will not impact historic features or archaeological resources and can be removed in the future.

Criteria E. Consideration should be given to the amount and quality of original material and design remaining in the building or structure when applying criteria, guidelines, and standards;

Findings: The playground area where the proposed work will occur does not contain any original material, and the design is not original. The original configuration of the park, divided into quadrants by two diagonal crosswalks, will remain unchanged.

Criteria F, For new construction, the building or addition should be compatible with: (i) scale, texture, materials, and other visual qualities of the surrounding buildings and neighborhoods; (ii) the height, width, depth, massing, and setback of the surrounding buildings; and (iii) the amount of solid wall to window and door openings, and the replacement of window and door openings, should be proportional to that of the surrounding buildings and neighborhood;

Findings: Not applicable.

Criteria G, Consideration shall be given to clear cases of economic hardship or to deprivation of reasonable use of the owner's property.

Findings: Not applicable.



Legislation Text

File #: Res. 2026-015, **Version:** 1

City Council Meeting Date: January 20, 2026

To: Mayor and City Council

From: Ben Martig, City Administrator
Brenda Angelstad, Finance Director
David Bennett, Public Works Director/City Engineer
Natalie Draper, Library Director

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.

Action Requested:

The Northfield City Council approves the attached 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.

Summary Report:

The City Council has expressed interest in exploring alternative revenue sources in conjunction with the current Strategic Plan. One alternative revenue source that may be used for certain capital projects is local sales tax. The State of Minnesota allows for local governments specifically request to implement up to a .5% sales and use tax for items for capital building projects Detailed description of up to five capital projects to be funded with the tax. A capital project includes:

- A single building or structure, including associated infrastructure needed to safely access or use the building or structure;
- Improvements within a single park or named recreation area;
- A contiguous trail.

A 0.5% local sales tax would generate approximately \$18.5 million over 20 years, 40% of which would be paid by individuals visiting Northfield, alleviating \$4.5 million of capital costs from local taxpayers. That revenue would support funding of \$11.4 million net for projects assuming debt would be used for the projects. The revenue would cover both annual principal and interest payments.

The moratorium on local sales taxes expired on May 31, 2025, and cities may submit requests to the legislature during the 2026 legislative session. Cities need to follow strict rules and procedures to obtain legislative authority for the creation of a local sales tax. Cities seeking local sales tax authority must file requests with legislators on the House and Senate Taxes committees by January 31, 2026. The legislative authorization would still require voter approval by majority vote and additional authorization from the City Council after legislative

approval.

The city must submit a resolution proposing the local sales tax, details on the projects that will be funded by the tax, and documentation on regional significance. Cities may request legislative authority to impose a local sales tax to fund up to five capital projects of “regional significance” (Minn. Stat. § 297A.99).

Up to five projects can be identified for local option sales tax. Three projects of significant regional impact have been identified as priorities for local option sales tax funding and are detailed in the attached resolution: the library’s site renewal plans for safety, accessibility, and sustainability, and necessary improvements to the Northfield Community Resource Center, as well as safety and accessibility improvements to expand access to and enjoyments of Northfield’s riverfront parks for all ages and abilities.

To impose a general local sales and use tax, you must receive authorization through the Minnesota Legislature. To receive this authorization, you must complete the following steps:

1. Pass a resolution that includes:

- Proposed tax rate
- Detailed description of up to five capital projects to be funded with the tax. A capital project includes:
 - A single building or structure, including associated infrastructure needed to safely access or use the building or structure
 - Improvements within a single park or named recreation area
 - A contiguous trail
- Documentation of how each project will provide an economic benefit to residents, businesses, and visitors from outside the jurisdiction
- Amount of revenue to be raised for each project and the estimated time needed to raise funds
- Total amount of revenue to be raised for all projects
- Estimated length of time the tax will be in effect if all proposed projects are approved
 - Each project must have a separate question for approval.
 - Voters must approve by a majority vote.

The legislative resolution does require some specificity of improvements within each project. However, it will not require detailed specifics on the projects. However, any voter proposed referendum should be more specific. So, for the projects, and in particular the Riverfront projects, staff would work with Council to explore a process between approval and June to refine the project scoping to have a more refined budget sources and uses for the projects proposed.

Alternative Options:

The City Council had discussion regarding potential other projects but staff did not hear consensus support. Staff heard that the 3rd Street Parking Structure had merit but at this concept phase requires further exploration and not project ready worthy. There was questions about possible funding of police station parking lot that is in the CIP for \$95,000 in 2027 tentatively planned. That is a very small project relative to the typical sales tax capital projects requested and that it is also expected to be difficult on its own to qualify as regionally significant. Therefore, staff did not include that project in the options either.

Financial Impacts:

A 0.5% local sales tax would generate approximately \$18.5 million over 20 years, 40% of which would be paid

by individuals visiting Northfield, alleviating \$4.5 million of capital costs from local taxpayers. That revenue would support funding of \$11.4 million net for projects assuming debt would be used for the projects. The revenue would cover both annual principal and interest payments. The total annual revenue is estimated to be between \$800,000 - \$1,000,000 per year over the 20-year term.

If all steps in the required process is approved and a local sales and use tax is implemented, the Minnesota Department of Revenue manages the collection and distribution of revenue to the City Finance Department.

Tentative Timelines:

- Submit the approved resolution and supporting documents to the senate and house tax committee chairs by January 31 requesting authorization to impose a local option sales tax.
- February 17th - Start of MN Legislative Session
- May 18th - End of MN Legislative Session (constitutional deadline there are provisions for early completion or extended special session)
- June 2nd - Once legislative approval is given, Council revise and reaffirm a resolution. The resolution must be passed at least 90 days before a general election.
 - Pass a referendum to impose the tax:
 - Hold a vote at a general election within two years of legislative approval (In this case, this would be November 2026).
- September 18, 2026 - General Election Early Voting & Mail-in Voting Start
- October 16, 2026 - Direct Ballot Early Voting Starts
- November 3rd -General Election Day
- November/December 2026 - If approved by voters, City Council pass ordinance imposing the tax.
- By January 31, 2026 - Staff file a certificate of approval and a copy of the ordinance with the Minnesota Secretary of State.
- After filing with Minnesota Secretary of State, staff notification in writing to the Minnesota Department of Revenue to start a new local tax.
- Q1 2027 - Special Tax Effective Date
- 2027 - Project Schedule to Be Determined

CITY OF NORTHFIELD, MN
CITY COUNCIL RESOLUTION 2026-015
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 SALES TAX REVENUE.

- WHEREAS, the City of Northfield is a growing regional hub for education, tourism, government, industry, healthcare services, retail, dining, faith communities, nonprofits, arts and culture, historical resources, parks, and libraries; and
- WHEREAS, the community is home to two highly regarded post-secondary institutions with a combined enrollment of 5,000 students from the region, around the country, and around the world; and
- WHEREAS, the community is a growing regional center in the south metro, as evidenced by the following:
- Home to the Defeat of Jesse James Days annual celebration which draws an estimated 200,000 people to historic downtown in September, and which commemorates a significant historical event;
 - Home to over 35 parks and open spaces totaling over 400 acres, pedestrian and bicycle paths, an arena, and outdoor pool managed by the City of Northfield alongside amenities offered by the colleges such as the St. Olaf Natural Lands and Carleton College's Cowling Arboretum;
 - Offers year-round cultural activities and performances through the Public Library, Northfield Arts Guild, Fifty North, Carleton and St. Olaf Colleges, and other community cultural leaders; and
 - Home to industry leaders such as Post Consumer Brands, Aurora Pharmaceuticals, Northfield Hospital and Clinics and many others;
- WHEREAS, the City Council has identified three capital improvement projects of regional significance that will benefit residents of the City and surrounding areas, and seeks legislative authority to impose a local option sales tax of 0.50% to finance these projects; and
- WHEREAS, the proposed projects, anticipated costs, estimated local sales tax revenues, and estimated time needed to raise the revenues are as follows:
1. The City intends to pay for the capital and administrative costs of the Northfield Public Library interior and exterior safety, sustainability, and accessibility improvements to ensure the longevity of the library's building and site and its role as a regional asset, community facility, and anchor to Northfield's historic downtown. The improvements include erosion control, replacing stairs and ramps, mitigating storm water, increasing outdoor community space, accessible route to the meeting room and patio, replacing turf with native plants, adding shaded gathering spaces and natural play areas, and replacing invasive plants. The total maximum estimated cost of these improvements is

\$2,500,000 with cash and debt issuance supported by a sales and use tax over 20-years; and

2. The City intends to pay for the capital and administrative costs of necessary updates and repairs to the Northfield Community Resource Center, a vital regional hub for active older adults and home to multiple regional and countywide nonprofit human service providers. The necessary improvements include HVAC and mechanicals, energy investments, bathroom upgrades, and updates to the pool and locker rooms. The total maximum estimated cost of these improvements is \$2,500,000 with cash and debt issuance supported by a sales and use tax over 20-years years; and
3. The City intends to pay for the capital and administrative costs of the betterment of Northfield's interconnected Riverfront Parks. These improvements will include capital projects that serve accessibility, river access, connecting trails networks, bathroom improvements, park amenities, along with aesthetic and functional betterments. The total maximum estimated cost of these improvements is \$6,400,000 with cash and debt issuance supported by a sales and use tax over 20-years; and

WHEREAS, the City estimates that a local sales and use tax of one half of one percent would generate up to \$18,500,000 over 20 years; and

WHEREAS, the City estimates that the local sales and use tax would generate cash and a "par" bond (debt) funding of \$11.4 million with sales taxes to repay the principal and interest payments on the bonds;

WHEREAS, the City has provided documentation within Exhibit A of the regional significance of the identified projects, including the share of the economic benefit to or use of each project by people residing, or businesses located, outside of the jurisdiction; and

WHEREAS, Minn. Stat. § 297A.99 authorizes the imposition of a general sales tax if permitted by special law of the Minnesota Legislature; and,

WHEREAS, Minn. Stat. § 297A.99 requires the City to pass a resolution authorizing such a local tax and to obtain Legislative approval prior to approval by the local voters to enact the local tax; and

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

1. The City Council supports a new imposition of a 0.5% local sales tax for up to 20 years to fund the listed projects.
2. Upon approval, the Council will submit this resolution and related documentation to Chairs and Ranking Minority Members of the House and Senate Taxes Committees by January 31.
3. Upon legislative authorization, the Council will adopt a resolution accepting the law and file a local approval certificate with the Secretary of State.
4. The Council will place detailed ballot questions before voters within two years of legislative authority.

5. Upon successful referendum, the Council will adopt an ordinance imposing the tax and notify the Minnesota Department of Revenue at least 90 days before the first calendar quarter in which the tax will be collected.
6. The local sales tax will commence and continue until the revenue obligation is satisfied or as otherwise provided.
7. These projects are hereby incorporated into the City's prioritized legislative policy.

PASSED by the City Council of the City of Northfield on this 20th day of January, 2026.

ATTEST

City Clerk

Mayor

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

EXHIBIT A – ECONOMIC BENEFIT

[Documentation of how each project will provide an economic benefit to residents, businesses, and visitors from outside the jurisdiction]

Supplemental Memo Addition Pending on Tuesday, January 20th.



Council Consideration Legislative Authorization for Local Option Sales Tax

1.16.2026

Context



Strategic Plan: 2025–2028

- **Improve Financial Strength**
 - Increased Revenue Diversification
 - 10% increase in non-tax/non-governmental revenue 2025–2028

Examples Items to Review

- ✓ Gas & Electric Franchise Fee Update (2025 adopted)
- Local Option Sales Tax
- Park dedication fees
- College Voluntary Donation
- Broadband Franchise Fees
- Municipal Cannabis
- Rice County – County Library increase Park Dedication Fees
- Code Enforcement Fines – increase (blight, weeds, etc.)
- Administrative Citations (parking, low speed violations, etc.)
- Overnight Parking Downtown Fee & Winter Parking Fee
- Others

Comprehensive Plan Alignment



- Capital Budgeting – dedicated funding for needs
- Decision-Making Matrix – Economically responsible to property tax level
- Diversify tax base – policy intent of overreliance on any one source such as property taxes
- Direct citizen engagement – public vote required under state law for local sales tax

Local Option Sales Tax



- A Local Option Sales Tax (LST) is a revenue tool that would be beneficial as it would distribute specific project capital costs to individuals to pay costs of a city outside of Northfield
 - 40% of local sales taxes from non-northfield residents (U of MN Extension 2026 Local Sales Tax Analysis Report)
 - Estimated in Northfield to generate up to \$11.4M of revenue available for projects
- Recent examples Include:
 - Rochester – .5% LST in 2023 to fund multiple projects
 - Bloomington – .5% LST in 2023 to fund multiple projects
 - Moorhead – .5% in 2022 to fund library & community center

Current Law Requirements



- **Council Resolution Requesting Application for Authority must include:**
 - Proposed tax rate (.5%) applied to only taxable sales in MN
 - Detailed description of no more than 5 capital projects that will be funded from the tax.
 - Documentation of regional significance of each project, including the share of the economic benefit to or use of each project by those in and out of city.
 - Amount of sales tax revenue that would be used for each project and the estimated time needed to raise that amount of revenue.

MN Sales Taxes



- State General Rate: 6.875%
- Local: Cities & Counties have authority to impose additional local sales & use taxes, up to 3%
- Current Northfield (Rice County .5% Transit Tax): 7.375%
- Combined state & local sales tax rates typically range from 6.875% to 8.375%

Projects in the resolution



- **NCRC** – Essential CIP costs plus energy investments (geo/solar) – (does not include state bonding request for food shelf warehouse)
- **Library** – Essential CIP costs on exterior and interior
- **Riverfront Park Projects** – Essential CIP riverfront costs to improve accessibility and safety

Riverfront Parks examples



- Park Bathrooms (Lions, Riverside, Sechler)
- Lions Park Shelter
- Sechler Park – other recreation & infrastructure
- East Riverwalk Stairs and Railing
- Riverwalk “Loop” Additions
- Ames Park – plan & improvements (with dam project)

Riverfront Park Projects

Essential CIP costs



Stairs needing replacement



Broken railing



Downtown Riverwalk “Loop” Completion



NCRC project

Essential CIP costs



- **HVAC and Mechanicals**
 - Boiler replacement
 - Chiller replacement
 - Air handling units replacement
- **Other CIP costs**
 - Exterior painting
 - Public restrooms
 - Flooring
 - Pool/locker room

NCRC project

Additional information



- **Energy investments**
 - Project costs include energy savings investment in solar and/or geothermal
- **Food shelf warehouse addition**
 - LST project costs do not include the proposed food shelf warehouse addition
 - Warehouse addition still considered in State Bonding Request

Library project *background information*



library remodeled, atrium addition
built in 2015-2016

Some landscape work to
accommodate growth to south/east,
north/west side of grounds
untouched

2024-2025

Friends of the Library and MDE grant
supported community engagement
and landscape concept
development with Ten X Ten

2022-2023

Site issues lead to site plan to support
and sustain the next 115 years
downtown, protect investment, and
serve growing 21st century
community

Library site challenges

Division Street



Stairs needing replacement



West slope eroding



Library site challenges

Washington & 3rd



Tree loss



Accessibility



Site Issues by Principles



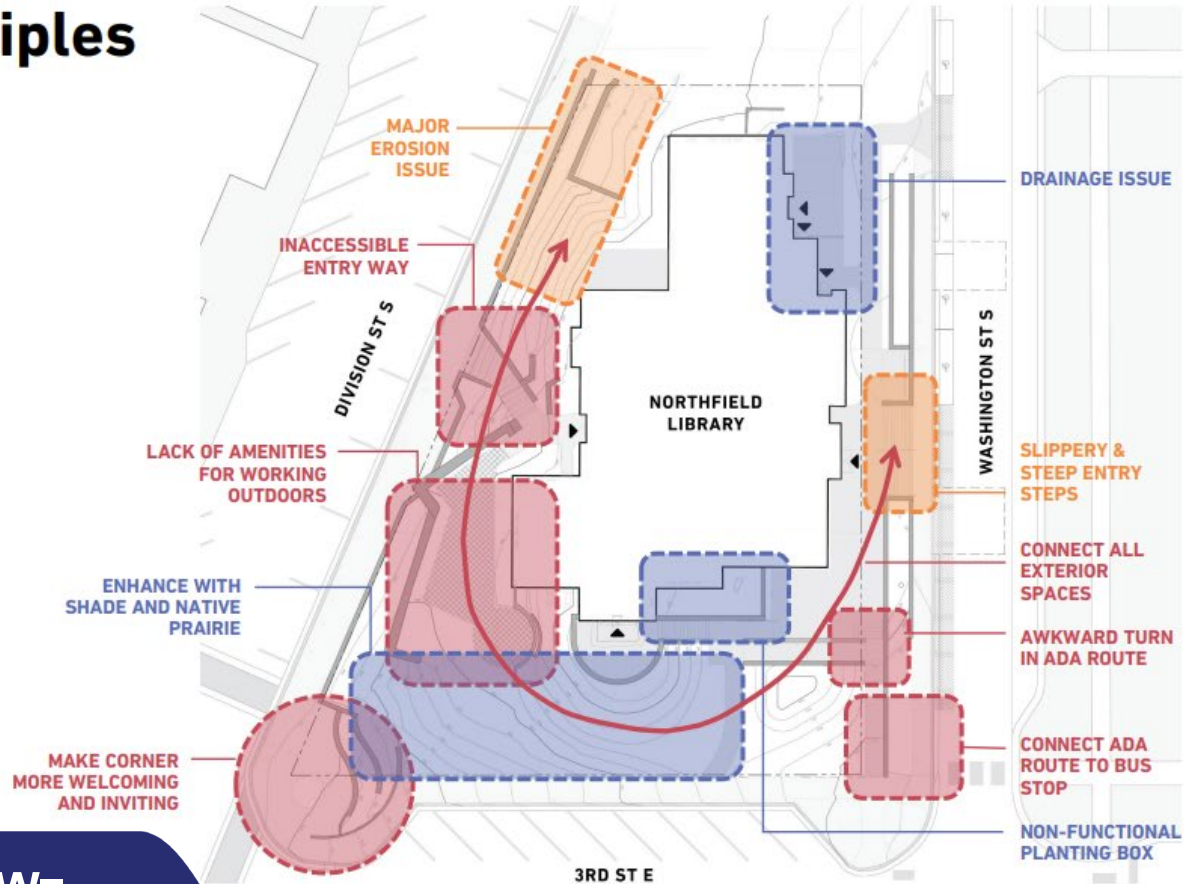
ACCESSIBILITY



SUSTAINABILITY



SAFETY



Library is regional draw—
180k visits annually

West & South Side



Preferred concept based on
results from community
engagement

Estimated project costs



- **Base projects (CIP items):**
 - NCRC – \$2.5 million
 - Library – \$2.5 million
- **Other options (either/or):**
 - Riverfront Park Projects – up to \$6.4M
 - ~~– 3rd Street Parking – up to \$6.4M~~

Estimated Revenue



- 0.5% local sales tax would generate approximately \$18.5 million over 20 years
 - Approximately 40% would be paid by individuals visiting Northfield, alleviating \$4.5 million of capital costs from local taxpayers
 - The total annual revenue is estimated to be between \$800,000 – \$1,000,000 per year over the 20-year term
 - would support a “par” bond (debt) funding of \$11.4 million with sales taxes to repay the principal and interest on the bonds

Timeline and Process



Date	Description
January 20	Council Approves Resolution
January 31	Legislative Request Submitted
May	MN Legislature must approve request
After session	Council must approve the taxing authority granted by State
August	Council Resolution on Local Referendum
November	Local Referendum (each project voted separately)
After election	Council must approve implementation if voter approved

Process for Consideration



- I. Council Questions
- II. Public Comment
- III. Recommend Motion Approve Resolution 26-XXX
- IV. Council Discussion
- V. Move to Vote



Legislation Text

File #: 26-053, **Version:** 1

City Council Meeting Date: January 20, 2026

To: Mayor and City Council

From: Ben Martig, City Administrator

City Administrator's Update.

Summary Report:

Please see the following

- Rice Country Transportation Improvement Plan.

See attached information on the Rice County Capital Improvement Plan (CIP). As you know, there was a public hearing to take testimony on the proposed plan on Tuesday, January 13. I testified on behalf of the City in support of the shared use trail proposed on Highway 20 and also the Mill Towns Trail for the County Road 78 (Armstrong Road) project. There were other Northfield citizens supporting those projects. Additionally, the Northfield Chamber of Commerce and Faribault Chamber of Commerce supported the County Road 20 shared trail. Overall, I would summarize the testimony to be very strong in support of the County Road 20 shared trail from Northfield and Faribault. However, there was significant adjacent property owner opposition from rural residents and farmers including owners of property in Cannon City. The main concerns raised were potential conflicts with farm equipment, concern over proximity to private property, and costs for the improvement. The County Commissioners are scheduled to consider approving the CIP in February.

- Upcoming Agenda Items List.

See attachment #2

Alternative Options:

N/A

Financial Impacts:

N/A

Tentative Timelines:

N/A



Rice County Highway Department County 20 Reconstruction Project Impacts FAQs

Will any of the project costs be assessed to my property?

No, Rice County does not assess any part of the costs of road/bridge/trail improvements to property owners.

What is going to happen to my mailbox?

The department will work with the Postmaster and contractor to locate temporary mailboxes -- to be placed at the direction of the Postmaster -- during the construction. Impacted property owners will be notified about the location of the temporary mailbox bank by the contractor prior to your mailbox being removed.

Will/Can I get a new mailbox?

The department will provide new mailboxes as part of the project. If landowners want to retain an existing mailbox, it must meet county standards. (See handout). Department staff will contact property owners during the design phase to identify any issues.

How will I get my mail/packages during construction?

Your mail will be delivered to the temporary mailbox location; however, oversize packages will still be delivered to your house.

Why is the county proposing to build a shared-use path?

To provide connectivity for alternate transportation between Northfield/Dundas and Faribault communities and to connect the municipal trail systems to county and state parks, (Cannon River Wilderness Park, Caron Park and the Nerstrand Big Woods State Park, respectively). Additional information on non-motorized transportation improvements can be found in the County Comprehensive, Parks, and Transportation plans.

What are the plans for the Cannon River Wilderness Area?

The Rice County Comprehensive Plan and the subsequent County Parks Plan promote connectivity and enhancing access to the city, county and state parks, and existing trails. Cannon River Wilderness Area contains over 850 acres of wilderness environment. Proposed improvements consist of improved access to the park and parking lots, trail improvements and trail maintenance. Additional improvements may consist of bathroom facilities, nature areas and additional trails.

What side of the road will the shared-use path be on?

The preliminary alignment has the trail along the westerly side of the roadway to connect directly to the Cannon River Wilderness Area Park parking lot/trailhead.

How much does the project/trail cost and who is paying for it?

Preliminary estimates for the 3.75-mile reconstruction project range between \$7.5 and \$8.5 million. The shared-use path component is estimated at 10% of this (\$750,00- \$850,000). The County State Aid funding and the county's (1%) Local Option Sales Tax for Transportation are the primary funding sources. Property taxes are not utilized for roadway, bridge and shared-use path construction.

over



Rice County Highway Department County 20 Reconstruction Project Impacts FAQs

Who will maintain the trail (summer & winter)?

If approved, the county will develop a formal trail maintenance policy. It's anticipated that no winter plowing of a trail will occur. Summer seasonal maintenance would consist of mowing, weed and brush control, and pavement maintenance as needed. Landowners will not have any maintenance responsibilities.

Will motorized vehicles be allowed on the trail?

No motorized vehicles would be allowed on the trail. E-bikes would be allowed.

How will I access my house/ property during construction?

During construction, the contractor must maintain access for all residents, businesses and emergency vehicles. The means and methods of this is up to the contractor, and usually changes as part of the construction process.

Will the county remove any of my trees?

Tree removals will be necessary as part of the project. Final plans will identify all tree removals.

Can I replant trees?

No trees are allowed to be planted within the highway safety clear zone. On a case-by-case basis, trees may be allowed, subject to conditions, within the right-of-way, but must be outside of the clear zone.

How much are you going to offer me for my property?

Right-of-way acquisition will be required as part of the project. The county's consultant will develop individual appraisals for all parcels to determine net impacts to parcel values. Appraisal work and subsequent offers are expected to be developed by April 2026. (See additional packet information on state requirements for property acquisition.)



Rice County Highway Department

Design elements impacting reconstruction of County Road 20 (phase 1)

Proposed safety upgrades include

- Meeting current design standards for the current, and projected, traffic volumes.
- Improving sight lines at existing public road intersections and the park entrance (8)
- Eliminating the existing intersection at 132nd St. East.
- Major realignment of skewed intersections to create standard approaches at Eaton Avenue and Emerson Trail, and minor realignments at 115th Street East, 124th Court East, 147th Street East and the access to Cannon River Wilderness Area.
- Widening and paving the shoulder to 8 feet.
- Adding right-turn lanes (7) and bypass lanes (7) at the public road intersections and the park access.
- Providing clear zone (obstacle free areas) adjacent to the travel lanes.
- Increasing roadway sight lines, (reducing No Passing zones)

Impacts

To incorporate the proposed safety improvements, changes to the existing roadway alignment, and roadway profile (elevations) are required throughout the project.

Additional right-of-way is required to make these improvements. However, not all landowners will be impacted. The design process has been driven to maximize the use of the existing right-of-way and minimize impacts on rural residential properties.

Potential shared-use path

The addition of a shared-use path is estimated to add 10% to the total cost of roadway reconstruction.

Minimal additional right-of-way is needed adjacent to rural residential properties with the majority of additional right-of-way needed being along rural agricultural parcels. The highway reconstruction project presents a timely and efficient opportunity to integrate the trail infrastructure as part of the overall improvements.

over



Rice County Highway Department

Design elements impacting reconstruction of County Road 20 (phase 1)

The following provides an overview of the highway engineering design approach for the reconstruction of Rice Road 20 from near its intersection with Hwy. 3 in Dundas, southerly approximately 3.75 miles.

The current highway segment was last reconstructed in 1976 and has 12-foot bituminous lanes and gravel shoulders typically 3 feet in width. The design speed of County Road 20 in 1976 was 50 mph. The current average daily traffic is approximately 2,000 vehicles per day.

Most users of rural two-lane highways in Minnesota travel at or near the 55-mph state regulatory speed limit. The County Road 20 design process strives to meet current design speed throughout the project.

Proposed safety improvements consist of intersection and access improvements, safety clear zone requirements, widening and paving shoulders and adding right-turn lanes and bypass lanes. Making these improvements requires vertical and horizontal changes to the existing roadway alignment.

There are constraints impacting the design process, including parcels with restrictive-use easements, wetlands and areas of unsuitable soils, natural drainage features, land development, stormwater management requirements and right-of-way limitations.

The final highway design needs to balance the cost and benefit of these factors.

Scan me



Learn more about the
County Road 20 reconstruction project.



Sign up to be notified of
project-related media releases.

RICE COUNTY HIGHWAY DEPARTMENT

2026 thru 2035 TRANSPORTATION IMPROVEMENT PLAN

GRADING -- PAVING -- BRIDGE REPLACEMENTS

Public Hearing January 13, 2026

Actual 2025 CONSTRUCTION

2024 ESTIMATED YEAR END BALANCES			\$3,883,438	\$315,228	\$7,451,000			\$531,432
2025 ESTIMATED ALLOTMENT			\$5,010,774	\$340,870	\$4,500,000			\$156,266
LESS 2024 ADVANCED ENCUMBRANCE			\$0					
ADVANCED ENCUMBRANCE FROM 2026			\$0					
BALANCE AVAILABLE FOR 2025 CONSTRUCTION			\$8,894,212	\$656,098	\$11,951,000		\$0	\$687,698
BRIDGES	Estimated PROJECT COSTS	FEDERAL FUNDS	REGULAR STATE AID	MUNICIPAL STATE AID	SALES TAX for Transportation	BRIDGE BOND FUNDS	OTHER FUNDING	TOWN BRIDGE FUNDS
Bridge # 88049, tied to CR 79 project	\$691,000				\$69,347	\$552,655	\$69,347	NFLD
Bridge # 88048, CSAH 78	\$781,864		\$460,332			\$321,532		
Total Bridges	\$1,472,864	\$0	\$460,332	\$0	\$69,347	\$874,187	\$69,347	\$0
GRADING/DRAINAGE								
CR 50 -Faribault to CSAH 20, grade, drain, 1.7 miles	\$2,882,000				\$2,882,000			
CR 79 - Wall Street Road Project- reconstruct 1 mile w/ trail	\$4,515,000				\$1,922,000		\$2,593,000	Northfield
CSAH2/CR 96/TH 19 RDBT award in '25, construct in '26	\$1,030,000	\$750,000	\$200,000		\$80,000	AC grant funding from General Fund		
CSAH 46 - TH 19 to Scott Co. line; repave, widen, drainage, 5.0 miles	\$5,195,000	\$4,156,000	\$1,039,000		\$0	AC grant funding from General Fund		
Total Grading/ drainage	\$13,622,000	\$4,906,000	\$1,239,000	\$0	\$4,884,000	\$0	\$2,593,000	\$0
PAVING								
Districtwide pavement markings, awarded in '25, construct in '26	\$370,000		\$27,000		\$10,000			
CSAH 27- M/F 4.8 miles	\$1,033,000		\$1,033,000					
CSAH 48 - M/F, rtls, ADA, 1.1 miles	\$2,854,000	\$1,200,000	\$1,654,000					
County Highway Fueling Depot, awarded in '25, construct in '26	\$700,000				\$700,000			
Total Paving	\$4,957,000	\$1,200,000	\$2,714,000	\$0	\$710,000	\$0	\$0	\$0
GRAND TOTAL	\$20,051,864	\$6,106,000	\$4,413,332	\$0	\$5,663,347	\$874,187	\$2,662,347	\$0
2025 ESTIMATED YEAR END BALANCES			\$4,480,880	\$656,098	\$6,287,653			\$687,698
					-\$290,000 project development costs			
					\$5,997,653 sales tax balance			

PROPOSED 2026 CONSTRUCTION

2025 ESTIMATED YEAR END BALANCES			\$4,480,880	\$656,098	\$5,997,653			\$687,698
2026 ESTIMATED ALLOTMENT			\$5,110,000	\$347,000	\$4,500,000			\$156,000
LESS 2025 ADVANCED ENCUMBRANCE			\$0					
ADVANCED ENCUMBRANCE FROM 2027			\$0					
BALANCE AVAILABLE FOR 2026 CONSTRUCTION			\$9,590,880	\$1,003,098	\$10,497,653		\$0	\$843,698
BRIDGES	Estimated PROJECT COSTS	FEDERAL FUNDS	REGULAR STATE AID	MUNICIPAL STATE AID	SALES TAX for Transportation	BRIDGE BOND FUNDS	OTHER FUNDING	TOWN BRIDGE FUNDS
Bridge# 66J02 - Hall Avenue - Rich. Twnshp	\$345,000					\$61,302	\$20,000	\$263,698
Bridge # L2747 - Jenkins Trail - Nfld twshp	\$600,000						\$20,000	\$580,000
CSAH 21 Turkey Mill culvert	\$250,000				\$250,000			
Total Bridges	\$1,195,000	\$0	\$0	\$0	\$250,000	\$61,302	\$40,000	\$843,698
GRADING/DRAINAGE								
Overhead lighting - HSIP funded	\$750,000	\$710,000			\$40,000			
Culvert Replacements	\$600,000				\$600,000			
CSAH 93 retaining wall	\$500,000		\$500,000					
CSAH 11 Slope Repair- (awarded 12.2.25)	\$460,000		\$18,000				\$442,000	State Disaster
Total Grading/ drainage	\$2,310,000	\$710,000	\$518,000	\$0	\$640,000	\$0	\$442,000	\$0
PAVING								
Bituminous Overlays 23,25,1 (13 miles)	\$3,000,000		\$2,300,000		\$700,000			
CSAH 28 - Jeff. Pkway to CSAH 42, reclaim 2.6, miles (HSIP)	\$1,800,000	\$300,000	\$1,500,000					
CSAH 19 - CSAH 21 to 220th St. East, reclaim, 2.1 miles	\$1,100,000		\$600,000		\$500,000			
Total Paving	\$5,900,000	\$300,000	\$4,400,000	\$0	\$1,200,000	\$0	\$0	\$0
GRAND TOTAL	\$9,405,000	\$1,010,000	\$4,918,000	\$0	\$2,090,000	\$61,302	\$482,000	\$843,698
2026 ESTIMATED YEAR END BALANCES			\$4,672,880	\$1,003,098	\$8,407,653			\$0
					-\$700,000 project development costs			

\$7,707,653 sales tax balance

PROPOSED 2027 CONSTRUCTION

2026 ESTIMATED YEAR END BALANCES			\$4,672,880	\$1,003,098	\$7,707,653			\$0
2027 ESTIMATED ALLOTMENT			\$5,110,000	\$350,000	\$4,500,000			\$120,000
LESS 2026 ADVANCED ENCUMBRANCE			\$0					
ADVANCED ENCUMBRANCE FROM 2026			\$0					
BALANCE AVAILABLE FOR 2027 CONSTRUCTION			\$9,782,880	\$1,353,098	\$12,207,653		\$0	\$120,000
BRIDGES	Estimated PROJECT COSTS	FEDERAL FUNDS	REGULAR STATE AID	MUNICIPAL STATE AID	SALES TAX for Transportation	BRIDGE BOND FUNDS	OTHER FUNDING	TOWN BRIDGE FUNDS
Bridge # L2758 - James Trail- Nfld. Twnshp	\$345,000					\$205,000	\$20,000	\$120,000
Bridge # 66J26 - James Trail - Nfld. Twnshp	\$345,000					\$325,000	\$20,000	
CSAH 5 centerline culvert	\$500,000		\$500,000					
Bridge L2752 Karow Trail, Northfield Township	\$650,000					\$630,000	\$20,000	
Total Bridges	\$1,840,000	\$0	\$500,000	\$0	\$0	\$1,160,000	\$60,000	\$120,000
GRADING/DRAINAGE								
CSAH 20- Reconstruct, phase 1, 3.7 miles, w/trail	\$7,500,000		\$3,500,000	\$1,300,000	\$2,700,000	\$0	\$0	\$0
Culvert Replacements -	\$750,000		\$0	\$0	\$750,000	\$0	\$0	\$0
Total Grading/drainage	\$8,250,000	\$0	\$3,500,000	\$1,300,000	\$3,450,000	\$0	\$0	\$0
PAVING								
Bituminous Overlays (12 miles)	\$3,000,000		\$1,500,000	\$0	\$1,500,000	\$0	\$0	
CSAH 44 - Morristown, M/F, ADA. 0.4 miles	\$750,000		\$750,000	\$0	\$0	\$0	\$0	\$0
CSAH 11- Faribault M/F, ADA, 0.5 miles	\$1,000,000		\$500,000	\$0	\$500,000	\$0	\$0	\$0
Total Paving	\$4,750,000	\$0	\$2,750,000	\$0	\$2,000,000	\$0	\$0	\$0
GRAND TOTAL		\$14,840,000	\$0	\$6,750,000	\$1,300,000	\$5,450,000	\$1,160,000	\$120,000
2027 ESTIMATED YEAR END BALANCES			\$3,032,880	\$53,098	\$6,757,653			\$0

-\$400,000 project development costs
\$6,357,653 sales tax balance

PROPOSED 2028 CONSTRUCTION

2027 ESTIMATED YEAR END BALANCES			\$3,032,880	\$53,098	\$6,357,653			\$0
2028 ESTIMATED ALLOTMENT			\$5,200,000	\$350,000	\$4,500,000			\$60,000
LESS 2027 ADVANCED ENCUMBRANCE			\$0					
ADVANCED ENCUMBRANCE FROM 2029			\$0					
BALANCE AVAILABLE FOR 2028 CONSTRUCTION			\$8,232,880	\$403,098	\$10,857,653		\$0	\$60,000
BRIDGES	Estimated PROJECT COSTS	FEDERAL/ STATE FUNDS	REGULAR STATE AID	MUNICIPAL STATE AID	SALES TAX for Transportation	BRIDGE BOND FUNDS	OTHER FUNDING	TOWN BRIDGE FUNDS
Bridge # 88052, CSAH 42	\$500,000		\$250,000			\$250,000		
Bridge # 92267- CR 88	\$375,000				\$200,000	\$175,000		
Bridge # 88024 - CSAH 16	\$450,000		\$225,000			\$225,000		
Bridge # 88480 - CSAH 16	\$450,000		\$225,000			\$225,000		
Total Bridges	\$1,775,000		\$700,000		\$200,000	\$875,000	\$0	\$0
GRADING/DRAINAGE								
Culvert replacement program	\$500,000				\$500,000			
Total Grading/drainage	\$500,000	\$0	\$0	\$0	\$500,000	\$0	\$0	\$0
PAVING								
Bituminous Overlay (10 miles)	\$2,500,000		\$1,000,000		\$1,500,000			
CSAH 30 (m/f) 6.5 miles	\$1,500,000		\$1,500,000					
Total Paving	\$4,000,000	\$0	\$2,500,000	\$0	\$1,500,000	\$0	\$0	\$0
GRAND TOTAL	\$6,275,000	\$0	\$3,200,000	\$0	\$2,200,000	\$875,000	\$0	\$0
2028 ESTIMATED YEAR END BALANCES			\$5,032,880	\$403,098	\$8,657,653			\$60,000
					-\$800,000 project development costs			
					\$7,857,653 sales tax balance			

PROPOSED 2029 CONSTRUCTION

2028 ESTIMATED YEAR END BALANCES			\$5,032,880	\$403,098	\$7,857,653			\$60,000
2029 ESTIMATED ALLOTMENT			\$5,200,000	\$350,000	\$4,500,000			\$60,000
LESS 2028 ADVANCED ENCUMBRANCE								\$0
ADVANCED ENCUMBRANCE FROM 2030			\$0					\$0
BALANCE AVAILABLE FOR 2029 CONSTRUCTION			\$10,232,880	\$753,098	\$12,357,653		\$0	\$120,000
BRIDGES	Estimated PROJECT COSTS	FEDERAL FUNDS	REGULAR STATE AID	MUNICIPAL STATE AID	SALES TAX for Transportation	BRIDGE BOND FUNDS	OTHER FUNDING	TOWN BRIDGE FUNDS
Bridge #L2769 - 80th St. West - Wheatland Twnshp	\$350,000					\$210,000	\$20,000	\$120,000
Total Bridges	\$350,000	\$0	\$0	\$0	\$0	\$210,000	\$20,000	\$120,000
GRADING/DRAINAGE								
CSAH 20- Phase 2 to CSAH 29, Reconstruct, 2.6 miles w/trail	\$6,500,000		\$3,000,000	\$0	\$3,500,000	\$0	\$0	\$0
CSAH 78 - Reconstruct, 1.8 miles,w/ Mill Towns Trail	\$5,000,000		\$2,000,000		\$2,000,000		\$1,000,000	Nfld/Dundas
							tbd	DNR
Total Grading	\$11,500,000	\$0	\$5,000,000	\$0	\$5,500,000	\$0	\$1,000,000	\$0
PAVING								
CSAH 9 - CSAH 1 to CSAH 46, reclaim, pave shoulders, 6.7 miles	\$4,000,000		\$3,000,000	\$0	\$1,000,000	\$0	\$0	\$0
CSAH 16 - TH 60 to CSAH 12, reclaim, pave shoulders, 5.5 miles	\$3,500,000		\$1,500,000		\$2,000,000			
CSAH 36 - TH 21 to CSAH 9, reclaim, pave shoulders, 1.0 mile	\$600,000		\$450,000		\$150,000			
Total Paving	\$8,100,000	\$0	\$4,950,000	\$0	\$3,150,000	\$0	\$0	\$0
GRAND TOTAL	\$19,950,000	\$0	\$9,950,000	\$0	\$8,650,000	\$210,000	\$1,020,000	\$120,000
2029 ESTIMATED YEAR END BALANCES	<div> <div>\$282,880</div> <div>\$753,098</div> <div>\$3,707,653</div> <div>-\$500,000 project development costs</div> <div>\$3,207,653 sales tax balance</div> </div> <div>\$0</div>							

PROPOSED 2030 CONSTRUCTION

2029 ESTIMATED YEAR END BALANCES			\$282,880	\$753,098	\$3,207,653			\$0
2030 ESTIMATED ALLOTMENT			\$5,200,000	\$350,000	\$4,500,000			\$20,000
LESS 2029 ADVANCED ENCUMBRANCE								\$0
ADVANCED ENCUMBRANCE FROM 2031			\$0					\$0
BALANCE AVAILABLE FOR 2030 CONSTRUCTION			\$5,482,880	\$1,103,098	\$7,707,653		\$0	\$20,000
BRIDGES	Estimated PROJECT COSTS	FEDERAL FUNDS	REGULAR STATE AID	MUNICIPAL STATE AID	SALES TAX for Transportation	BRIDGE BOND FUNDS	OTHER FUNDING	TOWN BRIDGE FUNDS
Bridge # R0513- CR 81	\$400,000				\$200,000	\$200,000		
Total Bridges	\$400,000	\$0	\$0	\$0	\$200,000	\$200,000	\$0	\$0
GRADING/DRAINAGE								
CSAH 1/CR 81/TH 246 roundabout	\$5,000,000		\$1,000,000				\$4,000,000	partners
Cannon River Wilderness Park west access (0.5 miles)	\$750,000				\$750,000		tbd	
Total Grading	\$5,750,000	\$0	\$1,000,000	\$0	\$750,000	\$0	\$4,000,000	\$0
PAVING								
Overlay Program	\$4,000,000		\$2,000,000		\$2,000,000			
Total Paving	\$4,000,000	\$0	\$2,000,000	\$0	\$2,000,000	\$0	\$0	\$0
GRAND TOTAL	\$10,150,000	\$0	\$3,000,000	\$0	\$2,950,000	\$200,000	\$4,000,000	\$0
2029 ESTIMATED YEAR END BALANCES			\$2,482,880	\$1,103,098	\$4,757,653			\$20,000
					-\$500,000 project development costs			
					\$4,257,653 sales tax balance			

PROPOSED 2031 CONSTRUCTION

2030 ESTIMATED YEAR END BALANCES			\$2,482,880	\$1,103,098	\$4,257,653			\$20,000
2031 ESTIMATED ALLOTMENT			\$5,200,000	\$350,000	\$4,500,000			\$20,000
LESS 2030 ADVANCED ENCUMBRANCE								\$0
ADVANCED ENCUMBRANCE FROM 2032			\$0					\$0
BALANCE AVAILABLE FOR 2031 CONSTRUCTION			\$7,682,880	\$1,453,098	\$8,757,653		\$0	\$40,000
BRIDGES	Estimated PROJECT COSTS	FEDERAL FUNDS	REGULAR STATE AID	MUNICIPAL STATE AID	SALES TAX for Transportation	BRIDGE BOND FUNDS	OTHER FUNDING	TOWN BRIDGE FUNDS
tbd								
Total Bridges	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
GRADING/DRAINAGE								
CSAH 20- Phase 3 (Cannon City), Urban Reconstruct, 1.1 mile w/tra	\$2,400,000		\$600,000	\$1,200,000	\$600,000			
Culvert replacement program	\$750,000				\$750,000			
CSAH 20/ TH 3 intersection improvements	\$3,000,000	\$0	\$1,000,000	\$0	\$500,000	\$0	\$1,500,000	MnDOT
Total Grading	\$6,150,000	\$0	\$1,600,000	\$1,200,000	\$1,850,000	\$0	\$1,500,000	\$0
PAVING								
Overlay Program	\$5,000,000		\$2,500,000		\$2,500,000			
Total Paving	\$5,000,000	\$0	\$2,500,000	\$0	\$2,500,000	\$0	\$0	\$0
GRAND TOTAL	\$11,150,000	\$0	\$4,100,000	\$1,200,000	\$4,350,000	\$0	\$1,500,000	\$0
2031 ESTIMATED YEAR END BALANCES			\$3,582,880	\$253,098	\$4,407,653			\$40,000

-\$500,000 project development costs
\$3,907,653 sales tax balance

PROPOSED 2032 CONSTRUCTION								
2031 ESTIMATED YEAR END BALANCES		\$3,582,880	\$253,098	\$3,907,653				\$40,000
2032 ESTIMATED ALLOTMENT		\$5,200,000	\$350,000	\$4,500,000				\$20,000
LESS 2031 ADVANCED ENCUMBRANCE								\$0
ADVANCED ENCUMBRANCE FROM 2033		\$0						\$0
BALANCE AVAILABLE FOR 2032 CONSTRUCTION		\$8,782,880	\$603,098	\$8,407,653		\$0		\$60,000
BRIDGES	Estimated PROJECT COSTS	FEDERAL FUNDS	REGULAR STATE AID	MUNICIPAL STATE AID	SALES TAX for Transportation	BRIDGE BOND FUNDS	OTHER FUNDING	TOWN BRIDGE FUNDS
tbd								
Total Bridges	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
GRADING/DRAINAGE								
CSAH 43- Reconstruct, rural to urban 0.6 mile w/trail	\$3,000,000		\$750,000	\$0	\$750,000		\$1,500,000	Northfield
Culvert replacement program	\$500,000		\$250,000	\$0	\$250,000	\$0	tbd	
Total Grading	\$3,500,000	\$0	\$1,000,000	\$0	\$1,000,000	\$0	\$1,500,000	\$0
PAVING								
CSAH 43 urban section m/f	\$500,000	\$0	\$0	\$500,000		\$0	\$0	
Overlay program	\$2,500,000				\$2,500,000			
Total Paving	\$3,000,000	\$0	\$0	\$500,000	\$2,500,000	\$0	\$0	\$0
GRAND TOTAL	\$6,500,000	\$0	\$1,000,000	\$500,000	\$3,500,000	\$0	\$1,500,000	\$0
2032 ESTIMATED YEAR END BALANCES	<div style="display: flex; justify-content: space-between;"> \$7,782,880 \$103,098 \$4,907,653 \$60,000 </div> <div style="text-align: right; margin-top: -10px;">-\$800,000 project development costs</div>							

PROPOSED 2033 CONSTRUCTION

2032 ESTIMATED YEAR END BALANCES			\$7,782,880	\$103,098	\$4,107,653			\$60,000
2033 ESTIMATED ALLOTMENT			\$5,200,000	\$350,000	\$4,500,000			\$20,000
LESS 2021 ADVANCED ENCUMBRANCE			\$0					
ADVANCED ENCUMBRANCE FROM 2034								
BALANCE AVAILABLE FOR 2033 CONSTRUCTION			\$12,982,880	\$453,098	\$8,607,653		\$0	\$80,000
BRIDGES	Estimated PROJECT COSTS	FEDERAL FUNDS	REGULAR STATE AID	MUNICIPAL STATE AID	SALES TAX for Transportation	BRIDGE BOND FUNDS	OTHER FUNDING	TOWN BRIDGE FUNDS
tbd								
Total Bridges	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
GRADING/DRAINAGE								
CSAH 20- phase 4 to Faribault, Reconstruct, 2.0 miles w/trail	\$4,000,000		\$4,000,000					
CSAH 11 - CSAH 37 to Canby Way, reconstruct, 1.6 mile (w/trail)	\$4,000,000		\$3,000,000		\$1,000,000			
Total Grading/ drainage	\$8,000,000	\$0	\$7,000,000	\$0	\$1,000,000	\$0	\$0	\$0
PAVING								
Overlay program	\$4,000,000		\$4,000,000					
Total Paving	\$4,000,000	\$0	\$4,000,000	\$0	\$0	\$0	\$0	\$0
GRAND TOTAL	\$12,000,000	\$0	\$11,000,000	\$0	\$1,000,000	\$0	\$0	\$0
2033 ESTIMATED YEAR END BALANCES		<div> <div>\$1,982,880</div> <div>\$453,098</div> <div>\$7,607,653</div> <div>\$80,000</div> </div> <div> <div>- \$600,000 project development costs</div> <div>\$7,007,653 sales tax balance</div> </div>						

PROPOSED 2034 CONSTRUCTION

2033 ESTIMATED YEAR END BALANCES			\$1,982,880	\$453,098	\$7,007,653			\$80,000
2034 ESTIMATED ALLOTMENT			\$5,200,000	\$350,000	\$4,500,000			\$20,000
LESS prior yr ADVANCED ENCUMBRANCE			\$0					
ADVANCED ENCUMBRANCE FROM next year								
BALANCE AVAILABLE FOR 2034 CONSTRUCTION			\$7,182,880	\$803,098	\$11,507,653		\$0	\$100,000
BRIDGES	Estimated PROJECT COSTS	FEDERAL FUNDS	REGULAR STATE AID	MUNICIPAL STATE AID	SALES TAX for Transportation	BRIDGE BOND FUNDS	OTHER FUNDING	TOWN BRIDGE FUNDS
tbd								
Total Bridges	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
GRADING/DRAINAGE								
CR 54 grade and pave, 3 miles	\$6,000,000				\$6,000,000			
CSAH 8- Dundas to CR 77, reconstruct, 2.5 miles (w/trail)	\$6,000,000		\$4,600,000	\$700,000	\$700,000			
Culvert program								
Total Grading/ drainage	\$12,000,000	\$0	\$4,600,000	\$700,000	\$6,700,000	\$0	\$0	\$0
PAVING								
Overlay program	\$4,000,000		\$2,000,000		\$2,000,000			
Total Paving	\$4,000,000	\$0	\$2,000,000	\$0	\$2,000,000	\$0	\$0	\$0
GRAND TOTAL	\$16,000,000	\$0	\$6,600,000	\$700,000	\$8,700,000	\$0	\$0	\$0
2034 ESTIMATED YEAR END BALANCES			\$582,880	\$103,098	\$2,807,653			\$100,000

-\$500,000 project development costs
\$2,307,653 sales tax balance

PROPOSED 2035 CONSTRUCTION

2034 ESTIMATED YEAR END BALANCES			\$582,880	\$103,098	\$2,307,653			\$100,000
2035 ESTIMATED ALLOTMENT			\$5,200,000	\$350,000	\$4,500,000			\$20,000
LESS prior yr ADVANCED ENCUMBRANCE			\$0					
ADVANCED ENCUMBRANCE FROM next year								
BALANCE AVAILABLE FOR 2034 CONSTRUCTION			\$5,782,880	\$453,098	\$6,807,653		\$0	\$120,000
BRIDGES	Estimated PROJECT COSTS	FEDERAL FUNDS	REGULAR STATE AID	MUNICIPAL STATE AID	SALES TAX for Transportation	BRIDGE BOND FUNDS	OTHER FUNDING	TOWN BRIDGE FUNDS
tbd								
Total Bridges	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
GRADING/DRAINAGE								
CR 29 -CSAH 20 to Big Woods State Park, Grade, pave w/trail (5.1 m	\$9,000,000	\$3,000,000			\$6,000,000			SPRA
		tbd						tbd
Total Grading/ drainage	\$9,000,000	\$3,000,000	\$0	\$0	\$6,000,000	\$0	\$0	\$0
PAVING								
Total Paving	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
GRAND TOTAL		\$9,000,000	\$3,000,000	\$0	\$0	\$6,000,000	\$0	\$0
2035 ESTIMATED YEAR END BALANCES			\$5,782,880	\$453,098	\$807,653			\$120,000

-\$500,000 project development costs
\$307,653 sales tax balance



City of Northfield

Upcoming Agenda Items

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

City Council

Tuesday, February 10, 2026

- TMP 25-647** Consider approval of agreement with Post Holding Inc. for Ames Mill Dam Ownership Transfer to the City of Northfield.
Drafter: Bennett
Notes: Regular #3 (15 min.)
- TMP 25-874** Consider Approving Minnesota Employment and Economic Development Grant Agreement for Phase II of the Northfield Skateboard Park Project.
Drafter: Bennett
Notes: consent
- TMP 25-921** Consider Approval of Contract for NW Area Trunk Sanitary Sewer Preliminary Design and Environmental Review.
Drafter: Bennett
Notes: Consent
- TMP 26-068** Consider Approving Disbursements totaling \$
Drafter: Grant
Notes: consent
- TMP 26-091** Consider Approval of Mayoral Board and Commission Appointments.
Drafter: Hoffman
Notes: consent
- TMP 25-942** Consider Resolution to Accept Public Improvements - Kraewood Development
Drafter: Simonson
Notes: consent
- TMP 25-914** Consider Resolution Dedicating Source of Public Revenue for the Local Housing Trust Fund.
Drafter: Martig
Notes: consent

- TMP 25-916** Consider Resolution Awarding Bond Sale for Utility Bonds for Jefferson Parkway/Sandstone Street Utility Extension Project.
Drafter: Bennett
Notes: Regular #1 (__ 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 25-696** Consider Resolution Approving Plans and Specifications and Order Advertisement for Bids for the 2026 Mill and Overlay & Mill Towns State Trail Project (STRT2026-A83).
Drafter: Simonson
Notes: Regular #2 (__ min.)
- TMP 25-799** Approve Resolution accepting the Rice County All Hazard Mitigation Plan.
Drafter: Schroepfer
Notes: consent
- TMP 26-007** First Reading Consideration of a Zoning Map Amendment for 304 2nd St. W.
Drafter: Hughey
Notes: consent
- TMP 25-724** Consider Approval of January 20, 2026 City Council Meeting Minutes.
Drafter: Peterson
Notes: consent

Tuesday, February 17, 2026

- TMP 26-071** Consider Motion Approving Permanent and Temporary Easements for the Spring Creek Road Reconstruction & Mill Towns State Trail Improvements Project.
Drafter: Simonson
Notes: Consent after TMP 25-699
- TMP 26-016** Consider Resolution Authorizing the Purchase of Property at 1400 Jefferson Road for Northfield Hospital & Clinic.
Drafter: Martig

Notes: Regular #1 (15 min.)

TMP 26-022 Council Resolution Amending Redevelopment Tax Increment Financing District and a TIF Assistance Agreement for the Archer Redevelopment Project.

Drafter: Martig

Notes: Regular #2 (30 min.)

TMP 25-815 Consider Resolution Approving a New Joint Resolution for Orderly Annexation By and Between Bridgewater Township and the City of Northfield.

Drafter: Martig

Notes: consent; on hold until further discussion (12-11-25)

TMP 25-699 Consider Accepting Bids and Awarding Contract - Spring Creek Road Reconstruction & Mill Towns State Trail Project (STRT2026-A84).

Drafter: Simonson

Notes: Consent

TMP 26-008 2nd Reading Consideration of a Zoning Map Amendment for 304 2nd St. W.

Drafter: Hughey

Notes: consent

TMP 26-009 Summary Publication of a Zoning Map Amendment for 304 2nd St. W.

Drafter: Hughey

Notes: consent

TMP 26-083 Reports From the Mayor and Council Members.

Drafter: Martig

Notes: update

TMP 25-974 Reports From the Mayor and Council Members.

Drafter: Martig

Notes: update

TMP 25-725 Consider Approval of February 3, 2026 City Council Meeting Minutes.

Drafter: Peterson

Notes: consent

TMP 25-742 Consider Approval of February 10, 2026 City Council Work Session Minutes.

Drafter: Peterson

Notes: consent

Tuesday, March 3, 2026

TMP 25-786 Review and Discussion of Organized Collection for Curbside Compost Service (food/wet waste) & Request for Proposal.

Drafter: Bennett

Notes: Regular #__ (60 min.)

TMP 25-883 Approve Vehicle for Hire License Renewals.

Drafter: Peterson

Notes: consent

TMP 25-884 Approve Refuse License Renewals.

Drafter: Peterson

Notes: consent

TMP 25-885 Consider Approval of Liquor License Renewals.

Drafter: Peterson

Notes: consent

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.)

Ord. 1082 Consider Ordinance Amending Northfield City Code, Chapter 30 - Health and Sanitation, Article II. - Tobacco (First Reading).

Drafter: Martig

Notes: Regular #__ (45 min.); Postponed from Aug. 2025

TMP 25-819 Presentation on Youth First Activities

Drafter: Hoffman

Notes: Presentation #1 (10 min.); confirmed 10/22/25

TMP 25-743 Consider Approval of February 17, 2026 City Council Meeting Minutes.

Drafter: Peterson

Notes: consent

Tuesday, March 10, 2026

TMP 25-832 Review of Tree Ordinance (Beumer/Zweifel Request).

Drafter: Bennett

Notes: #1 (__ min.)

Tuesday, March 17, 2026

TMP 26-006 Summary Publication Notice for the Text Amendment to Park Dedication Fees.

Drafter: Schmidt

TMP 25-697 Consider Accepting Bids and Awarding Contract - 2026 Mill and Overlay & Mill Towns State Trail Improvements Project (STRT2026-A83)

Drafter: Simonson

Notes: Consent

TMP 26-005 Second Reading of Ordinance to Amend the Text Related to Park & Trail Dedication Fees.

Drafter: Schmidt

Notes: Consent

TMP 25-977 Reports From the Mayor and Council Members.

Drafter: Martig

Notes: update

TMP 25-767 Consider Approval of March 3, 2026 City Council Meeting Minutes.

Drafter: Peterson

Notes: consent

TMP 25-744 Consider Approval of March 10, 2026 City Council Work Session Minutes.

Drafter: Peterson

Notes: consent

Tuesday, April 7, 2026

TMP 25-899 Consider Approval of Mayoral Board/Commission Youth Appointments.

Drafter: Hoffman

Notes: consent

TMP 25-900 Consider Approval of Mayoral Board and Commission Appointments.

Drafter: Hoffman

Notes: consent

TMP 25-745 Consider Approval of March 17, 2026 City Council Meeting Minutes.

Drafter: Peterson

Notes: consent

Tuesday, April 21, 2026

TMP 25-359 Consider Approval of Mayoral Board and Commission Appointments.

Drafter: Hoffman

Notes: consent

TMP 25-951 City Administrator's Update.

Drafter: Martig

Notes: update

TMP 25-746 Consider Approval of April 7, 2026 City Council Meeting Minutes.

Drafter: Peterson

Notes: consent

TMP 25-747 Consider Approval of April 14, 2026 City Council Work Session Minutes.

Drafter: Peterson

Notes: consent