



# City of Northfield

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

## Meeting Agenda

### City Council

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Tuesday, May 17, 2022

6:00 PM

Council Chambers

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#### 6:00 PM - REGULAR AGENDA CALL TO ORDER

*Mayor: Pownell*

*Councilmembers: Grabau, Nakasian, Ness, Peterson White, Reister, Zuccolotto*

#### APPROVAL OF AGENDA

#### PRESENTATIONS

1. [22-314](#) Recognition of service for our graduating Northfield High School Seniors and youth coming off Boards and Commissions.
2. [22-315](#) Presentation from HOURCAR regarding an EV Car Sharing Program in Northfield.

**Attachments:** [1 - HOURCAR Presentation to Northfield City Council, 5 17 2022, draft for review \(1\)](#)

#### CONSENT AGENDA

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

3. [22-316](#) Consider Approval of May 3, 2022 City Council Meeting Minutes.

**Attachments:** [1 - 05.03.2022 Council Meeting Minutes](#)

4. [22-317](#) Consider Approving Disbursements totaling \$877,103.35

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

5. [22-318](#) Consider Community Event In-Kind Grant Support.

**Attachments:** [1 - Event list 2022](#)  
[2 - Hyperlink Community Event Page](#)

6. [22-319](#) Approve miscellaneous/concessions license for Northfield Youth Baseball Association at Sechler Park.

7. [22-320](#) Approve miscellaneous/concessions license for FiftyNorth Popcorn Wagon.

8.     [Ord. 1035](#)           Consider Second Reading of Ordinance No. 1035 Designating the Norton House as a Local Heritage Preservation Site.

**Attachments:**     [1 - Ordinance 1035](#)  
                          [2 - Exhibit C - SHPO Letter](#)  
                          [3 - Exhibit D - Application Appendices](#)  
                          [4 - Hyperlink to 4.14.22 HPC Meeting](#)  
                          [5 - Hyperlink to 4.21.22 PC Meeting](#)  
                          [6 - Hyperlink to 5.3.22 CC Meeting](#)

9.     [22-321](#)           Consider Summary Publication of Ordinance No. 1035 designating the A.W. Norton House as a Local Heritage Preservation Site.

**Attachments:**     [1 - Summary Publication](#)

10.    [22-322](#)           Consider Approval of Mayoral Board/Commission Youth Appointments.

11.    [22-327](#)           Consider Appointments to the Northfield Branding Advisory Committee.

**Attachments:**     [1 - Resolution 2022-054](#)

12.    [22-323](#)           Consider Motion of Support for Rice County Statewide Health Improvement Partnership (SHIP) Grants.

**Attachments:**     [1 - Northfield SHIP Grant Age Friendly Benches](#)  
                          [2 - Northfield SHIP Grant Greenvale](#)

13.    [Res. 2022-057](#)       Consider Resolution Authorizing City Administrator to Execute Grant Agreement with the State of Minnesota for the Lincoln Waterway Box Culvert Improvement Design.

**Attachments:**     [1 - Resolution Authorizing Execution of Grant Agreement](#)  
                          [2 - City of Northfield Grant Agreement](#)  
                          [3 - Northfield Project Summary](#)

14.    [22-324](#)           City Administrator Biannual Update Summary of Grants Report per the City Council Grants Policy.

**Attachments:**     [1 - 2021-22 Grant List](#)  
                          [2 - M2019-121 Grant Management Policy](#)

## OPEN PUBLIC COMMENTS

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

## PUBLIC HEARINGS AND RELATED ACTION

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

15.     [22-325](#)                      Public Hearing regarding the Development Program for the Master Development District and Tax Increment Financing (TIF) Plan for the Heritage Lofts TIF District.

**Attachments:**            [1 - Staff Presentation](#)  
                                  [2 - Master Development District Plan History](#)  
                                  [3 - Business Subsidy Policy](#)  
                                  [4 - TAX INCREMENT POLICY](#)  
                                  [5 - Sustainable Building Policy](#)  
                                  [6 - Draft TIF Assistance Agreement\\_Heritage Lofts](#)

16.     [Res. 2022-058](#)                Resolution approving the expansion of the Master Development District and the creation of the Heritage Lofts TIF District.

**Attachments:**            [1 - TIF District Resolution](#)  
                                  [2 - TIF Plan.Northfield Heritage Lofts TIF](#)  
                                  [3 - TIF District Modifications.Northfield Master Dev Dist](#)

## REGULAR AGENDA

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

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

## ADMINISTRATORS UPDATE

18.     [22-326](#)                      City Administrator's Update.

**Attachments:**            [1 - Upcoming Agenda Items](#)

## REPORTS FROM THE MAYOR AND COUNCILMEMBERS

**ADJOURN**

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

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