



# City of Northfield

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

## Meeting Minutes - Draft City Council

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Monday, August 6, 2018

5:30 PM

Northfield Police Department Training Room

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### Northfield Police Department Training Room

#### 5:30 PM - REGULAR AGENDA CALL TO ORDER

*Mayor Pownell called the meeting to order at 5:30 pm.*

**Present:** 7 - Council Member Greg Colby, Council Member David DeLong, Council Member Suzie Nakasian, Council Member Brad Ness, Council Member Jessica Peterson White, Council Member Erica Zweifel, and Mayor Rhonda Pownell

1. [18-389](#) Review of Strategic Plan (2018-2020) Quarter 2 2018 Report

*City Administrator Martig introduced this item and answered questions posed by Council. Community Development Director Heineman reviewed EDA & HRA targets. Noted EDA & HRA have met and approved targets. C. Zweifel noted additional targets that the HRA had discussed.*

*C. Colby left the meeting at 6:20 pm.*

*City Administrator Martig reviewed Diversity targets. Martig noted the Human Rights Commission has reviewed and recommended targets as part of their strategic planning process. Martig noted the proposed targets will be on the August 21 agenda for review. Martig noted this is an ongoing process with additional targets to be brought forward for consideration as they are developed.*

*C. Nakasian arrived at 6:55 pm.*

2. [18-390](#) 2019-2020 Budget Worksession

*City Administrator Martig introduced this item and answered questions posed by Council. Reviewed budget calendar and survey responses.*

*Finance Director Angelstad reviewed overall revenues and expenses.*

*Building Official Horsman reviewed the request for a new .5 FTE Building Permit Technician position and answered questions posed by Council. Community Development Director Heineman answered questions posed by Council.*

*Library/IT Director Jensen reviewed the Library budget and answered questions posed by Council.*

*Liquor Store Manager DeLong reviewed the liquor store sales trends, potential site locations, and answered questions posed by Council.*

*City Administrator Martig reviewed the proposed parental leave policy and noted it will be on a future agenda for discussion.*

*Public Works Director/City Engineer Bennett reviewed items in the Facilities, Engineering, Streets, Trail Maintenance, Arena, Parks, Pool, CIP, City Facilities Fund, Park Fund, and CEP. Council discussed policy questions related to the Arena. Bennett reviewed the request for two Streets & Parks operators and answered questions posed by Council. Council discussed transparency related to revenue and expenses, cost neutral, policy questions, equitable prioritization, accessibility, alternative revenue sources, and pursuit of grants related to parks and recreation. Bennett noted the Park Board has reviewed and supports the 2019 projects.*

*Police Chief Nelson reviewed the Police Department budget, proposed positions, overtime, the CEP, and answered positions posed by council.*

*Mayor Pownell asked if Council would be open to extending the meeting an extra 15 minutes. There were no objections.*

*Community Development Director Heineman reviewed the items in the Community Development Department budget.*

*City Administrator Martig reviewed the potential early purchase of a new pumper truck for the Fire Department, other potential items not included in the proposed budget and possible funding sources, alternative revenue sources, franchise fees, local sales tax, and discussed using a portion of excess general fund reserve dollars for one time use projects.*

## **ADJOURN**

**The meeting adjourned at 9:20 pm.**