



## MEMORANDUM

DATE: September 1, 2020

To: Honorable Mayor & City Council

CC: Dave Bennett, Director of Public Works/City Engineer; Mark Elliott, Police Chief; Mitzi Baker, Community Development Director; Deb Little, City Clerk; Michelle Mahowald, Communications & Human Resources Director; Teresa Jensen, Director of Library and Information Technology Resources; Mikayla Schmidt, City Planner; Chris Hood, City Attorney

From: Ben Martig, City Administrator

RE: "Supplemental Agenda Background Memo" for September 1, 2020 No. 2.

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### Summary Report:

The following is an update on agenda items as supplemental background agenda information made available for Tuesday, September 1, 2020.

### Agenda

There has been a request to move item No. 11 Res. 2020-075 from the consent agenda to the regular agenda. It is recommended that this item be moved the first item on the regular agenda before item No. 12.

Time limits will be enforced as stated in the adopted City Council Rules of Business. Rule 5. Debate. 5 minutes for the initial comment, 2 minutes for the subsequent comment.

### Public Comments Received

In addition to the eComments received, please see attached emailed comments for item 4 and items 15 & 16

### Item No. 11 Resolution 2020-075 – Consideration of a Resolution Approving a Minor Subdivision of Paul Hanson Subdivision

The Paul Hanson Subdivision is the plat created for the Target and Cub Foods stores. The parcels are a part of the Planned Development Zone (or Planned Unit Development). In the Land Development Code (LDC), it allows for minor and major amendments to Planned Development Zones. There are three components that must be met to qualify for a minor amendment per the LDC – 8.5.5:

- Minor Amendments.** Minor amendments shall be restricted to those changes that do not:
- (a) Increase or decrease the density or intensity by more than ten percent of the approved density or number of units (residential uses) or building square footage (nonresidential uses);
  - (b) Change the overall use; or
  - (c) Create changes that will create an increased impact for on- or off-site improvements as determined after development review committee review.

The Target building is approximately, 129,734 SF, the Wings Financial building is 2,484 SF, which is well under the 10% of the approved density of the Target building. The parking spaces consists of 970 spaces for the Target and Cub sites, which allows for a 10% change of 93 spaces and the Wings Financial

building removes 73 spaces. The Wings Financial building does not change the overall use and it will not create an increased impact for on- or off- site improvements. This project was brought forward on several Development Review Committee meetings and all parties felt this was an acceptable re-use of parking space, which met the criteria for a minor amendment.

This site and building square footage, for Wings Financial, will be smaller than the typical building site and footprint for a bank. The bank will utilize two drive-through electronic tellers with proper stacking of three cars from the teller station. The tellers will most often not be on-site, but will virtually connect to the Wings Financial branch in Apple Valley, if the patron needs to speak to someone directly. Wings Financial also provided city staff with statistics on counts for those that used the electronic teller system. Those statistics showed that the traffic counts for their Lakeville and Maple Grove sites. The Lakeville site showed they had 2-5 visitors per hour. Given the population difference, Northfield can expect much less visits per hour.

Pedestrian access is addressed by connecting to the main sidewalk that runs down the middle of the site, connecting to the transit station and plaza. There will be an 8-foot sidewalk leading to the bank from that main sidewalk for the site. Part of the sidewalk will be across a drive aisle, but will be stripped to make the connection to the bank.

Park dedication, cash-in-lieu, and other fees (SAC & WAC) will be calculated and collected prior to issuance of the building permit.

Item No. 14 – Consider Resolution Approving CARES Act Funding for Business and Non-Profit Assistance  
Please see attached updated presentation. City Administrator Martig will review at the meeting.

Item No. 16 – Consider Resolution Amending Budget for Barriers Related to the addition of pedestrian lanes on the Fourth Street Bridge for the benefit of pedestrian enhancements and physical distancing accommodation improvements in an effort to reduce the spread of COVID-19.

An alternative style delineator for consideration is a wave style. See image below.



This this could be considered for alternatives 3 and 4, adjusted pricing for this is shown below.

**Alternate 3-** Fourth Street Bridge (Both Sides) Parking Bumpers & Delineators - ~~\$7,000~~  
\$16,000

**Alternate 4 -** Fourth Street Bridge (One Side) Parking Bumpers & Delineators - ~~\$3,500~~-\$8,000

**From:** [Rich Graves](#)  
**To:** [Deb Little](#)  
**Subject:** Public comment on City Council agenda September 1st, 4. 20-444  
**Date:** Tuesday, September 01, 2020 1:47:21 AM

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**CAUTION: This email originated from outside of the organization.**

Just a simple comment on 4. 20-444 Oath of Office Ceremony for Northfield Police Department Promotions:

As a 15-year resident of Northfield, I recognize the positive reputation that Chief Monte Nelson built with the community. I fully expect that the new Chief Mark Elliott and the cascade of recently promoted officers will do likewise. Thank you.

**From:** [Marty Larson](#)  
**To:** [Deb Little](#)  
**Subject:** Agenda items tonight: Barriers and closure of Water St Adjacent to Bridge Square  
**Date:** Tuesday, September 01, 2020 10:55:12 AM

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**CAUTION: This email originated from outside of the organization.**

Councilors,

I'd like to extend my unbridled support for the action items listed tonight in regards to Closing of Water St adjacent to Bridge Square, and installation of barriers along 4<sup>th</sup> St on the bridge over the cannon river.

While the experiment was up in July, I noted that every time I passed through (on bike) tables and chair provided in the park were occupied. Sometimes it seemed there was over capacity happening in the park. I frequently refer customers there for a pleasant dining experience, and will continue to do so. It's a great place to eat and observe.

There is a minor inconvenience in closing the street down, but this is over come by learning new habits of traffic flow. The idea of completely eliminating Water St in that ~300' section also has my full support. I feel the extension of the park is an important item to accomplish for the beautification of downtown Northfield. I feel that this change will only make us a stronger community, with more emphasis on community gathering spots in a bustling area. The increase in pedestrian access to the west side of the River will only help businesses like Froggy's and Basils Pizza.

I speak of this support as both a local business manager, and on a personal level. These changes are important, and will help Northfield truly stand out in a crowd.

Regards,  
Marty Larson  
Manager – Tandem Bagels

# CARES ACT 2020 LOCAL STRATEGY - CONCEPTS

September 1, 2020

Northfield, Minnesota



# NORTHFIELD CARES ACT \$ – FROM STATE MN \$1,538,900

- Potential Goals
- Areas of Greatest Need
- Options
- Timeline
- Process/Decisions

# POTENTIAL GOALS

Stabilize Local  
Economy

Stabilize  
Households  
& Provide  
Social Support

Stimulate  
Local  
Economy for  
Recovery

Invest  
Strategically  
For Long Term  
Impact

# STABILIZE THE LOCAL ECONOMY





# DISTRIBUTION AMOUNTS – PREVIOUSLY APPROVED

ORGANIZATION	AMOUNT	DESCRIPTION
Northfield Community Action Center (CAC)	\$145,000	Public health measures related to expenses for food delivery and distribution to residents including senior citizens and vulnerable adults. The funding would build out and establish a satellite food shelf and mobile distribution site at the Northfield Community Education Center (ie: the former Greenvale School location).
Northfield Healthy Community Initiative (HCI)	\$40,500	Mobile computer devices and internet technology. Available to facilitate distance learning related to school closings and for job seekers. Adult learners, local graduates pursuing postsecondary education through distance learning, GED Students, family access to school and early childhood development.
City	\$75,000	Downtown Area Outdoor Furnishings and Equipment for Added Physical Spacing, Increased Small Business Enhancements Attracting Customers and Activity

# BUSINESS & NON PROFIT GRANTS – RECOMMENDED TONIGHT

## Purpose

- Provide temporary financial support to small businesses and nonprofits to help through economic crisis and retain jobs

## Structure

- Business grants - \$300,000 total up to \$10,000 each with \$50,000 reserved for minority owned businesses
- Nonprofit grants - \$200,000 total up to \$10,000 each with \$25,000 reserved for organizations that specifically serve minority and low-income residents

# BUSINESS & NON PROFIT GRANTS

## Process

- Applications online (English and Spanish) September 8 – September 30
- Lottery system to select recipients if more qualifying applications than funds.
- Managed by Nate Carlson, Community Development Department
- Guidelines document provides information on eligibility and documentation
- Funds dispersed on reimbursement basis
- Funds must be encumbered by November 15, 2020

# INITIAL APPROVED DISTRIBUTION 8-18-20

ORGANIZATION	AMOUNT	DESCRIPTION
Northfield Community Action Center (CAC)	\$145,000	Public health measures related to expenses for food delivery and distribution to residents including senior citizens and vulnerable adults. The funding would build out and establish a satellite food shelf and mobile distribution site at the Northfield Community Education Center (ie: the former Greenvale School location).
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City	\$75,000	Downtown Area Outdoor Furnishings and Equipment for Added Physical Spacing, Increased Small Business Enhancements Attracting Customers and Activity

# CITY ELIGIBLE – FEMA & CARES ACT

- FEMA ELIGIBLE 75% = \$30,075
- CARES ELIGIBLE (CONSERVATIVE APPROACH) = \$474,865
  - Could have up to additional \$500,000+ eligible city expenses (20% allocation police compensation)



Entity	Description	Council Approval	Preserve/Stimulate Jobs	Social Support	Government/Ed
CAC	Food distribution	X		145,000	
HCI	Education Support	X		40,500	
City	Outdoor Furn.	X	75,000		
Bus.Apps	Grants	PENDING	300,000		
Non-Profit Apps	Grants	PENDING		200,000	
Chamber/CVB	Marketing & Business Recovery		75,082		
NPS	PPE Schools Open				42,532
EDA	E-Commerce		*14,993		
HRA	Emergency Housing			*53,000	
City Licensees	Liquor Refunds		*2,500		
City	*Reimbursement/ Recovery Support				*432,000
Grants (\$25,000 max)	Grants		50,000	50,000	
<u>Subtotal</u>	<u>\$1,430,607</u>		<u>517,575</u>	<u>488,500</u>	<u>474,532</u>
Undesignated	\$69,393				

# NEXT STEPS

## TONIGHT

- Consider motion to approve Resolution 2020-078 Approving CARES Act Funding for Business and Non-Profit Assistance.

## SEPTEMBER 15<sup>TH</sup>

- Finalize pending proposals and bring to City Council
- Initial draft from this evening



Festival of  
**JESSE  
JAMES  
DAYS**  
September 5-10, 2019



BRIDGE  
WEIGHT  
LIMIT  
20T  
40T  
40T

SQUA

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