

Pursuant to the due call and notice thereof, a regular meeting of the North Mankato City Council was held in the Municipal Building Council Chambers on October 2, 2023. Mayor Carlson called the meeting to order at 7:00 p.m., asking everyone to join the Pledge of Allegiance. The following were present for roll call: Council Members Oachs, Whitlock, Steiner, Peterson, City Administrator McCann, Finance Director Ryan, Community Development Director Fischer, Public Works Director Arnold, and Administrative Services Manager-City Clerk Van Genderen.

Approval of Agenda

Council Member Oachs moved, seconded by Council Member Whitlock, to approve the agenda as presented. Vote on the motion Oachs, Whitlock, Steiner, Peterson, and Carlson, aye, no nays. Motion carried.

Approval of Council Minutes from September 18, 2023, Council Meeting.

Council Member Whitlock moved, seconded by Council Member Oachs, to approve the September 18, 2023, Council Meeting Minutes. Vote on the motion Oachs, Whitlock, Steiner, Peterson, and Carlson, aye, no nays. Motion carried.

Approval of Council Work Session Minutes from September 18, 2023, Council Work Session.

Council Member Peterson moved, seconded by Council Member Whitlock, to approve the September 18, 2023, Council Work Session Minutes. Vote on the motion Oachs, Whitlock, Steiner, Peterson, and Carlson, aye, no nays. Motion carried.

Public Hearing, 7 pm to Consider an Ordinance Amending City Code Title XI Business Regulations and Establishing Chapter 114.1 Cannabis and Marijuana Smoking.

Attorney Kennedy appeared before the Council and commented that the proposed ordinance reflected the Council's discussion concerning the Ordinance. The Ordinance would prevent smoking marijuana or cannabinoid products anywhere smoking is prohibited by the Minnesota Clean Indoor Air Act, inside transit shelters, and any City park other than Benson Park, Bluff Park, Wheeler Park, or Spring Lake Park. He commented that further discussion has been held with Police Chief Gullickson, who is interested in including prohibitions on smoking on government property. Still, those changes could be added after future discussions.

With no one appearing, Mayor Carlson closed the public hearing.

Public Hearing, 7 pm to Consider an Ordinance Repealing and Replacing Chapter 31.01 (C) (6), Administrator.

Attorney Kennedy appeared before Council and indicated that the Ordinance would repeal and replace chapter 31.01 (C) (6), Administrator. The change would remove the spending limit of \$150,000 from the City Administrator's authority. The limit would be set by resolution, allowing future City Councils to change the administrator's authority without going through the ordinance procedure. In the business items, the City Council will set the new spending authority for the City Administrator.

With no one appearing, Mayor Carlson closed the public hearing.

Public Comments

None.

Consent Agenda

Council Member Steiner moved, seconded by Council Member Oachs, to approve the Consent Agenda.

- A. Bills and Appropriations.
- B. Res. No. 64-23 Accepting Donations/Contributions/Grants.
- C. Res. No. 65-23 Declaring Surplus Vehicles and Equipment.
- D. Appointed Doug Fahrforth to the North Mankato Port Authority to Complete Ben Kaus' Term through 2025.

Vote on the motion Oachs, Whitlock, Steiner, Peterson, and Carlson, aye, no nays. Motion carried.

Business Items

Ordinance No. 162, An Ordinance Amending Title XI Business Regulations and Establishing Chapter 114.1 Cannabis and Marijuana Smoking.

City Attorney Kennedy reported that the ordinance attempts to balance the rights of all individuals. The City allows smoking marijuana or cannabinoid products in certain City parks. However, those who choose to smoke in public are still limited by the State Statute that prevents smoking marijuana or cannabinoid products in the presence of minors.

Council Member Whitlock stated he is interested in banning smoking within 25 feet of public buildings. He noted it would need to be a separate ordinance as the current ordinance only references marijuana and cannabinoid products.

Attorney Kennedy stated that the new chapter in the City Code would allow flexibility to add additional chapters that address the issue.

Council Member Steiner moved, seconded by Council Member Oachs, to Adopt Ordinance No. 162, An Ordinance Amending Title XI Business Regulations and Establishing Chapter 114.1 Cannabis and Marijuana Smoking. Vote on the motion Oachs, Whitlock, Steiner, Peterson, and Carlson, aye, no nays. Motion carried.

Ordinance No. 161, An Ordinance Repealing and Replacing Section 31.01 (C) (6) Administrator of the North Mankato City Code.

Attorney Kennedy reported the ordinance would repeal and replace the current City Code, removing the City Administrator's spending limit and requiring the City Council to set the limits by resolution. The limits would not apply to standard operating actions such as payroll, payment of judgments, payment of principal or interest on obligations, previously fixed amounts, and other such items. Finance Director Ryan asked for clarification on whether this would affect items already budgeted. Attorney Kennedy clarified that if the item was already budgeted, it was not required to go back through the Council.

Council Member Steiner moved, seconded by Council Member Oachs, to Adopt Ordinance No. 161, An Ordinance Repealing and Replacing Section 31.01 (C) (6) Administrator of the North Mankato City Code. Vote on the motion Oachs, Whitlock, Steiner, Peterson, and Carlson, aye, no nays. Motion carried.

Res. No. 66-23 Establishing City Administrator Contract Authority.

Attorney Kennedy commented that the City Council could determine the City Administrator's spending authority, but previous conversations reflected a Council desire to limit it to \$25,000.

Council Member Peterson moved, seconded by Council Member Steiner, to Adopt Res. No. 66-23 Establishing City Administrator Contract Authority and Setting it at \$25,000. Vote on the motion Oachs, Whitlock, Steiner, Peterson, and Carlson, aye, no nays. Motion carried.

Agreement Between the City of North Mankato and the City of Mankato for Transit Services.

City Administrator McCann introduced Shawn Schloesser, the Associate Director of Transportation Planning Services for the City of Mankato. Mr. Schloesser reported that the agreement is similar to the 2023 agreement, with the same service hours and level and conditions, including para, fixed route, and flex route. He noted that he had just received the Transit Development Plan, which shows interest from the community in additional service and service hours. He stated the plan would go back out to the public and show how the plan would become operational.

Mayor Carlson requested information on the possibility of extending service during larger City events. Mr. Schloesser stated that they currently provide episodic services for MSU and would be able to provide episodic services for the City of North Mankato. However, further discussion concerning events and costs would need to be held.

Council Member Oachs requested information on the possibility of shelters being added at North Mankato bus stops. Mr. Schloesser reported if a stop has a daily ridership of at least 20 a day, the area would be considered for a bus stop. The Transit system is currently working on bus stop improvements, and two bus stops are planned for North Mankato in 2024. Discussion was held concerning locations, with Mr. Schloesser commenting that the shelters are a part of an ADA grant and would service those locations first.

Council Member Steiner moved, seconded by Council Member Oachs, to approve the Agreement Between the City of North Mankato and the City of Mankato for Transit Services. Vote on the motion Oachs, Whitlock, Steiner, Peterson, and Carlson, aye, no nays. Motion carried.

Res. No. 67-23 Awarding Bid for Project No. 23-05A 2023 Sanitary Sewer Relining Project.

City Engineer Sarff appeared before Council and noted that bids were opened on Tuesday, September 26th at 11:00 a.m. for the 2023 Sanitary Sewer Lining project. The bid documents included two sections. Bidding Section A included the sanitary sewer extending from the lift station on Carol Court to the lift Station on Marvin Boulevard. Bidding Section B included sanitary sewer located behind the houses south of Marvin Boulevard. Three bids were received:

Bidder	Section A	Section B	Total Amount Bid
Hydro-Klean, LLC	\$76,377.41	\$109,293.11	\$186,670.52
Instituform Tech. USA LLC	\$112,231.71	\$168,952.82	\$281,184.53
Visu-Sewer, Inc.	\$179,166.00	\$108,700.00	\$387,866.00
Engineer's Estimate	\$84,242.00	\$133,450.00	\$217,692.00

The low bid from Hydro-Klean, LLC is approximately 15% below the Engineer's Estimate and 33% below the next lowest bidder. City Engineer Sarff noted the company that Hyrdo-Klean LLC has over 50 years of experience in municipal and industrial pipeline lining and rehabilitation. Staff recommended approving the resolution.

Council Member Whitlock moved, seconded by Council Member Steiner, to adopt Res. No. 67-23 Awarding Bid for Project No. 23-05A 2023 Sanitary Sewer Relining Project. Vote on the motion Oachs, Whitlock, Steiner, Peterson, and Carlson, aye, no nays. Motion carried.

Consider Resolution to Adopt and Allocate Funds for an Outdoor Fitness Court as Part of the 2024 National Fitness Campaign.

City Administrator McCann reported the City was approached by the National Fitness Campaign and Blue Cross Blue Shield to apply for a grant for an outdoor exercise area in one of the parks. The location that was considered was the grassy area right outside of the swim facility at Spring Lake Park, but there are other considerations, including near the sand volleyball courts. City Administrator McCann stated the grant is for \$50,000, with the total cost of the equipment and installation \$160,000, so the City would need to match the grant \$110,000. He noted the idea was only discussed internally as it was a swift-moving process. The staff did apply and were awarded the grant. Mayor Carlson commented that he liked the equipment and did sit in on some of the calls. He noted that he had been approached by a member of the Ward family concerning future partnerships and donations. Discussion was also held concerning possibly adding it to the 2024 budget by moving items around, not increasing the levy. It was determined that staff would do some outreach to the public to obtain their views on the proposed addition, the Ward family would be contacted, and the Parks budget would be changed to show how the project could be added without increasing the levy.

Council Member Oachs moved, seconded by Council Member Steiner, to Table the Resolution to Adopt and Allocate Funds for an Outdoor Fitness Court as Part of the 2024 National Fitness Campaign. Vote on the motion Oachs, Whitlock, Steiner, Peterson, and Carlson, aye, no nays. Motion carried.

Open Forum

Tom Hagen, 927 Lake Street, appeared before the Council and stated the City should have a Parks Board to help guide the park's development.

City Administrator McCann stated that with the Parks Plan Review, a steering committee is being developed, which will help determine if a more permanent board should be considered.

City Administrator and Staff Comments

Council Member Oachs commented on the ASA Board Agenda and Information, noting that the facility does have an agreement in place with the church and apartment building nearby to park in their lots during events.

Public Works Director Arnold commented that fall drop-off will be Thursday-Sunday, October 5th through the 8th. A shredding truck will be available on Saturday morning. He noted no mattresses or box springs will be accepted, but they will be accepted at the Tri-County disposal event on Saturday, October 7th, in St. Peter at the Nicollet County Fairgrounds.

Public Works Director Arnold stated that watermain flushing has begun, and the lower north will be from October 2nd -October 6th, and the upper north will be from October 2nd -October 20th. He reminded residents not to drive through the water as it can do damage to vehicles. He also commented that the water may be discolored and encouraged residents to let their water run before using it.

Public Works Director Arnold commented that the Fall Leaf collection will begin on October 10, 2023, and will continue until all the leaves are picked up, or weather prevents collection. He reminded residents to bring their leaves to the curb but not to place them in the gutters. Bagged leaves can be brought to the compost site at 600 Webster Avenue.

City Administrator McCann said that 2024 is the 125th anniversary of the first North Mankato Council Meeting, and the City is in the process of planning a few events to celebrate.

City Administrator McCann invited everyone out to Party on the Prairie on October 7th from 2 pm to 6 pm at Benson Park.

City Administrator McCann reported that the Fire Department Open House will be on Sunday, October 8th, from 11 a.m. to 1 p.m. at Fire Station #2.

City Administrator McCann invited everyone out to the Celebration of Harvest at the Farmers' Market on Monday, October 9th, from 3 pm to 6 pm.

City Administrator McCann said the next Trivia night at the warming house will be on October 13th from 6:30 -9:30 pm

City Administrator McCann noted that a Babysitter Training will be held on October 19th from 9:30 to 3:30 pm at the Warming House.

Mayor and Council Comments

Mayor Carlson welcomed the North Mankato Police Department's newest hire Alex Boone to the North Mankato Police Department. Alex was sworn in on October 2nd.

At 7:53 p.m., on a motion by Council Member Steiner, seconded by Council Member Oachs, the Council Meeting was adjourned.

Mayor

City Clerk

COUNCIL WORK SESSION October 2, 2023

Under due call and notice thereof, a Council Work Session of the North Mankato City Council was held in the Council Chambers on October 2, 2023. Mayor Carlson called the meeting to order at 6:00 p.m. The following were present for roll call: Council Members Oachs, Peterson, Steiner, and Whitlock, City Administrator McCann, Finance Director Ryan, and Administrative Services Manager-City Clerk Van Genderen.

Budget Work Session: Economic Development & Recreation Funds

Finance Director Ryan reported that the Spring Lake Park Swim Facility underwent renovations in 2019 and in 2023, had 48,000 visitors, conducted 133 swim classes, and offered a wide variety of events. She reported that in 2024 the City is anticipating personnel costs to increase from \$320,750 to \$390,130. Council Member Peterson questioned the almost 20% increase in personnel costs when it was not anticipated to hire additional staff. Finance Director Ryan stated the Aquatics Director positions will move from being coded only 50% out of the swim facility to 60%. While the position does work for other areas, the coding should be increased in the swim facility due to the majority of their work being focused on the facility. Finance Director Ryan also commented that an increase was made to account for the Employee Sick and Safe Time that will be offered to all seasonal employees. Council Member Peterson requested clarification on why there is a decrease in the number of attendees for the adult night and other events. Culture, Recreation, and Quality of Life Director Heintz stated a lot of the events are weather-driven. Mayor Carlson requested clarification on the number of resident vs. non-resident passes. Culture, Recreation, and Quality of Life Director Heintz reported there were approximately 350 non-resident passes and 400 resident passes. Council Member Whitlock asked if they thought the reopening of Tourtellote would affect next year. Culture, Recreation, and Quality of Life Director Heintz stated it might, but it was difficult to predict. Mayor Carlson asked if there were any actuals for 2023. Finance Director Ryan reported the Budget for 2023 for Revenues was \$557,000, and the actuals at the end of September were \$605,000. She noted the expenses budgeted were \$554,000, the actuals expended were \$564,000, and there would not be any transfers from the General Fund in 2023.

Finance Director Ryan stated that Caswell Sports hosted over 25 tournaments and facilitated summer softball leagues, summer sand volleyball leagues, and fall softball leagues. The facility sold over \$137,000 in concessions and an additional \$15,000 in alcohol sales. Finance Director Ryan noted that the personnel increased from \$213,249 to \$254,523 due to adding the volleyball referees into the payroll system. It was also noted that with the pending retirement of an employee, an additional employee was added so they could be trained in the position. Finance Director Ryan noted the City has been working with Pinnacle Sports to conduct a review of the department. They are looking at maintenance, management, and concessions, a full breakdown of how the department works looking for efficiencies. Parks and Recreation Coordinator Walsh was reported as a new employee. The study will help review all of the processes. He noted he will be working to fill the open weekends at the park. Mayor Carlson requested information on the streaming services. Parks and Recreation Coordinator Walsh stated he has met with the company to learn more about the system and the opportunities to utilize the services.

Finance Director Ryan stated the Culture and Recreation Fund is a collection of several sports offered to the youth of the community. In 2022 the program also began offering Active Aging Classes for seniors. In 2023 the program created the first Culture and Recreation activity guide, added youth volleyball, and offered over 70 scholarships while working with Connecting

COUNCIL WORK SESSION October 2, 2023

Kids Mankato. She noted that 2023 are not the actual numbers because the events are still going on, so it is difficult to know what the final numbers will be. Discussion was held about charging non-residents more to participate in the classes. It was determined not to charge more for participation. Council Member Peterson requested clarification on why the numbers were decreasing instead of increasing. Finance Director Ryan stated that the numbers were down in 2023, so using the years available reflects the trend. Council Member Peterson questioned whether the offerings were worth the personnel staff's time and strain. Culture, Recreation, and Quality of Life Director Heintz stated this year, they utilized the pool staff to fill coaching positions. Council Member Peterson commented that not all staff who assisted were interested in adding coaching to their job description. Parks and Recreation Coordinator Walsh stated he is still coming on board and has ideas and goals for the programs and would like the opportunity to complete a full year before changing the offerings. Mayor Carlson commented that the City started programs that were already offered by CER and the YMCA and it may be beneficial not to continue the programs, but agreed to a year to see how everything goes.

Finance Director Ryan reported the Youth Football Fund personnel budget would be decreasing by approximately \$19,188 due to reducing the full-time position to a part-time/seasonal position. City Administrator McCann reported that this was in response to the study conducted by David Drown and Associates. It was also noted that the uniform expenses would be decreasing. A transfer would occur from Youth Football to Caswell North to help cover costs for their use of the fields. It was noted that the program continues to grow.

Finance Director Ryan reviewed the Library Endowment Fund, which was created from a donation from the Glen Taylor Foundation. The fund provides funds for Bookin' on Belgrade, Music in the Park, Adult Spelling Bee, Backpack for Books, Community Read, Art Splash, and Party on the Prairie. Mayor Carlson asked how low the fund could go, Culture, Recreation, and Quality of Life Director Heintz reported that the fund must stay at \$50,000, and the City transfers funds from the General Fund to help it maintain those numbers. Mayor Carlson asked if the City could host fundraisers to increase the Endowment Fund Balance. Culture, Recreation, and Quality of Life Director Heintz reported the City was not legally allowed to host fundraisers, but others could host fundraisers and donate the money.

Finance Director Ryan reviewed the Local Options Sales Tax Fund, which has been collecting sales tax. The collection has been increasing from \$695,603 in 2020 to \$832,743 in 2022. At the end of September, the City had collected \$710,000. The fund is growing in anticipation of the Indoor Recreation Facility.

Finance Director Ryan reviewed the Gambling Fund and noted that the City is able to collect these funds and give them to local charities.

City Administrator McCann reviewed the Joint Economic Development Fund noting that it is a collaboration between the North Mankato Port Authority and BENCO Electric Cooperative to develop the North Port Industrial Park and began in 1990. The Port Authority currently owns approximately 20-30 acres which is being considered for the Public Works Building. The Port could consider the purchase of additional property to continue the venture and development of the North Port Industrial Park. Finance Director Ryan reviewed the Federal Revolving Loan, which provides loans up to \$300,000. Currently, there are four active loans, with the City receiving \$474,258 by the end of 2022. City Administrator McCann reviewed the local Revolving Loan Fund, which can provide loans up to \$100,000, and also provides the Northside Revival Loans of up to \$25,000. City Administrator McCann reviewed the TIF Funds,

COUNCIL WORK SESSION October 2, 2023

noting that there are seven TIFs with two new TIF projects in progress, including Gordini and the Hotel Redevelopment.

DNA-Branding Campaign Discussion

City Administrator McCann reported the Council had requested further discussion on the DNA Branding Campaign. He stated Culture, Recreation, and Quality of Life Director Heintz and Public Information Officer Brown provided a memo that reviewed the introduction and implementation of the campaign and the current use of the campaign. He stated five options were provided for the City Council to consider concerning the continued use of the materials. He stated the Council could decide to terminate the Darn Nice Area campaign and remove all logos and branding from use. The Council could terminate the use of the Darn Nice Area campaign and develop a budget for creating a new campaign. The Council could remove the words "Darn Nice Area" from the wording and logos and just use DNA without referring to Darn Nice Area. The Council could transfer ownership of the Darn Nice Area campaign to the North Mankato Activities and Business Association. Or, the Council could continue the Darn Nice Area Campaign.

Council Member Steiner stated he wanted to get rid of Darn Nice Area but is okay with the use of DNA. Council Member Oachs agreed that she liked the colors and the rest of the effort but could not get behind Darn Nice Area. Council Member Peterson stated the use of the word Darn is hokey. Mayor Carlson stated it appeared the Council was in consensus to continue with using DNA but remove the use of the words Darn Nice Area.

Council Member Steiner moved, seconded by Council Member Oachs, to adjourn the Council Work Session at 6:56 p.m.

Mayor

City Clerk



City of North Mankato, MN

Check Report

By Vendor Name

Date Range: 10/16/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK						
00002	4 SEASONS TRUCK WASH, INC.	10/16/2023	Regular	0	150.00	98113
00005	A TO Z RENTAL CENTER	10/16/2023	Regular	0	390.00	98114
00027	AFFORDABLE JETTING, INC.	10/16/2023	Regular	0	200.00	98115
00029	AG SPRAY EQUIPMENT	10/16/2023	Regular	0	329.90	98116
00059	AMERICAN LEGAL PUBLISHING CORP.	10/16/2023	Regular	0	2,330.06	98117
00083	ANDERSON-CRANE RUBBER CO. INC.	10/16/2023	Regular	0	941.00	98118
00136	BENCHS	10/16/2023	Regular	0	160.00	98119
00145	BETTER HOUSEKEEPING VACUUMS, INC.	10/16/2023	Regular	0	55.10	98120
00229	CASEY'S GENERAL STORES, INC.	10/16/2023	Regular	0	19.96	98121
00232	CEMSTONE CONCRETE MATERIALS, LLC	10/16/2023	Regular	0	1,737.50	98122
00255	CITY OF MANKATO	10/16/2023	Regular	0	155,210.84	98123
00261	CITY OF ST PAUL	10/16/2023	Regular	0	250.00	98124
00297	CORPORATE GRAPHICS INTERNATIONAL	10/16/2023	Regular	0	1,559.93	98125
04078	CUSTOM FIRE APPARATUS, INC.	10/16/2023	Regular	0	66,000.00	98126
02294	D & K POWDER COATING	10/16/2023	Regular	0	230.10	98127
04006	DAHLHEIMER BEVERAGE GREEN ISLE	10/16/2023	Regular	0	1,072.00	98128
03431	DEPUYDT, GREG	10/05/2023	Regular	0	200.00	98108
00344	DIAMOND VOGEL PAINT CENTER	10/16/2023	Regular	0	1,225.15	98129
00348	DIRT MERCHANT, INC.	10/16/2023	Regular	0	96,221.27	98130
00074	EARL F. ANDERSEN INC.	10/16/2023	Regular	0	1,505.55	98131
04079	EDENVALE NURSERY	10/16/2023	Regular	0	172.49	98132
00401	EXPRESS SERVICES, INC.	10/16/2023	Regular	0	964.19	98133
00409	FERGUSON ENTERPRISES, INC	10/16/2023	Regular	0	3,713.74	98134
04082	FISHER, STACY	10/16/2023	Regular	0	1,000.00	98135
00432	FLEETPRIDE	10/16/2023	Regular	0	76.86	98136
03633	HERMAN'S LANDSCAPE SUPPLIES	10/16/2023	Regular	0	13,200.00	98137
00577	HOLTMEIER CONSTRUCTION	10/16/2023	Regular	0	657.39	98138
04080	HUBBARD, AARON	10/16/2023	Regular	0	787.50	98139
00595	HY-VEE, INC.	10/16/2023	Regular	0	155.76	98140
00624	JM PROMOTIONS	10/16/2023	Regular	0	2,602.02	98141
03055	KELLY & SONS EXCAVATING, LLC	10/16/2023	Regular	0	28,850.00	98142
00639	KIBBLE EQUIPMENT LLC	10/16/2023	Regular	0	347.06	98143
00731	LAGER'S OF MANKATO, INC.	10/16/2023	Regular	0	349.15	98144
04083	LANTZ ENTERPRISES	10/16/2023	Regular	0	50.00	98145
04077	LEGLER, BRETT	10/16/2023	Regular	0	400.00	98146
00812	MANKATO BEARING COMPANY	10/16/2023	Regular	0	206.54	98147
03787	MANKATO LANDSCAPERS	10/16/2023	Regular	0	800.00	98148
03728	MANKATO MOTORSPORTS	10/16/2023	Regular	0	79.99	98149
02898	MARTIN-MCALLISTER	10/16/2023	Regular	0	625.00	98150
00847	MATHESON TRI-GAS, INC.	10/16/2023	Regular	0	946.41	98151
00963	MINNESOTA BUREAU OF CRIMINAL APPREHEN	10/16/2023	Regular	0	1,080.00	98152
01045	NIELSEN BLACKTOPPING	10/16/2023	Regular	0	4,205.75	98153
03861	OLIVER'S MEDLEY FARM	10/06/2023	Regular	0	400.00	98112
01106	PETTY CASH	10/16/2023	Regular	0	68.45	98154
01112	PIONEER MANUFACTURING COMPANY	10/16/2023	Regular	0	1,434.40	98155
01133	POWERPLAN/RDO EQUIPMENT	10/16/2023	Regular	0	763.42	98156
03898	PREMIER LIFT PRODUCTS INC	10/16/2023	Regular	0	380.00	98157
03149	RADEMAKER, CHAD	10/16/2023	Regular	0	818.00	98158
01166	RADIO MANKATO	10/16/2023	Regular	0	216.00	98159
01191	RELIANCE ELECTRIC OF SOUTHERN MINNESOT	10/16/2023	Regular	0	838.63	98160
00224	ROBERT W. CARLSTROM CO., INC.	10/16/2023	Regular	0	6,047.33	98161
02151	SAFE ASSURE CONSULTANTS INC	10/16/2023	Regular	0	9,756.00	98162
02819	SETTER & ASSOCIATES LLC	10/16/2023	Regular	0	6,350.00	98163
01279	SHINE-WAY JANITORIAL SERVICE, INC.	10/16/2023	Regular	0	900.00	98164
02784	SPORTAFLEX, LLC	10/16/2023	Regular	0	318.55	98165
01332	STANDARD SPRING PARTS	10/16/2023	Regular	0	842.32	98166
01352	STREICHER'S, INC	10/16/2023	Regular	0	1,456.80	98167
01409	TOPPERS & TRAILERS PLUS	10/16/2023	Regular	0	95.29	98168
03427	TRUCK CENTER COMPANIES	10/16/2023	Regular	0	23.56	98169
02672	USA SOFTBALL, INC.	10/16/2023	Regular	0	500.00	98170
03662	VAN METER INC	10/16/2023	Regular	0	1,261.83	98171
03155	VARPNESS, STACY	10/16/2023	Regular	0	800.00	98172
03307	VINNIES MINN. SNO PENTICO ICE & MFG	10/16/2023	Regular	0	893.70	98173
03311	W. LORENTZ AND SONS CONSTRUCTION, INC.	10/16/2023	Regular	0	6,918.64	98174
01525	WEST CENTRAL SANITATION, INC.	10/16/2023	Regular	0	31,579.49	98175
00062	AMERICAN PAYMENT CENTERS	10/08/2023	Bank Draft	0	93.00	DFT0008559

00137	BENCO ELECTRIC COOPERATIVE	10/09/2023	Bank Draft	0	38,859.03	DFT0008545
00311	CULLIGAN (HEALTHY WATER SOLUTIONS LLC)	10/09/2023	Bank Draft	0	91.00	DFT0008576
03248	FREDRIKSON & BYRON, P.A.	10/09/2023	Bank Draft	0	1,241.19	DFT0008564
00447	FREE PRESS	10/09/2023	Bank Draft	0	386.98	DFT0008569
00506	GREATER MANKATO GROWTH, INC.	10/04/2023	Bank Draft	0	35.00	DFT0008552
03665	KATO MANUFACTURING LLC	10/08/2023	Bank Draft	0	1,450.00	DFT0008558
00733	LAKES GAS CO #10	10/09/2023	Bank Draft	0	133.64	DFT0008578
00815	MANKATO CLINIC, LTD.	10/09/2023	Bank Draft	0	530.00	DFT0008563
00857	MC GOWAN WATER CONDITIONING, INC.	10/09/2023	Bank Draft	0	96.00	DFT0008560
00923	MINNESOTA DEPARTMENT OF LABOR & INDUS	10/05/2023	Bank Draft	0	7,413.13	DFT0008548
00930	MINNESOTA GFOA	10/03/2023	Bank Draft	0	190.00	DFT0008550
00910	MINNESOTA VALLEY TESTING LAB, INC.	10/03/2023	Bank Draft	0	85.80	DFT0008551
00910	MINNESOTA VALLEY TESTING LAB, INC.	10/04/2023	Bank Draft	0	70.95	DFT0008553
00910	MINNESOTA VALLEY TESTING LAB, INC.	10/05/2023	Bank Draft	0	70.95	DFT0008554
00910	MINNESOTA VALLEY TESTING LAB, INC.	10/06/2023	Bank Draft	0	141.90	DFT0008556
00910	MINNESOTA VALLEY TESTING LAB, INC.	10/10/2023	Bank Draft	0	85.80	DFT0008591
04081	NOAH'S ARK ANIMAL WORKSHOP	10/02/2023	Bank Draft	0	1,483.90	DFT0008549
01335	STAPLES ADVANTAGE	10/05/2023	Bank Draft	0	327.16	DFT0008555
03738	TOTAL LANDSCAPE SUPPLY LLC	10/09/2023	Bank Draft	0	201.00	DFT0008575
01470	VERIZON WIRELESS	10/09/2023	Bank Draft	0	1,171.00	DFT0008579
00551	A.H. HERMEL COMPANY	10/18/2023	EFT	0	579.94	6811
00028	AFFORDABLE TOWING OF MANKATO, INC.	10/18/2023	EFT	0	225.00	6812
01090	AMERICAN SOLUTIONS FOR BUSINESS	10/18/2023	EFT	0	776.00	6813
00105	AUTO VALUE MANKATO	10/18/2023	EFT	0	328.01	6814
00115	BALBACH, KURT	10/18/2023	EFT	0	96.00	6815
00123	BATTERIES+BULBS	10/18/2023	EFT	0	62.23	6816
03745	BIEVER, DAN	10/18/2023	EFT	0	720.00	6817
00174	BOLTON & MENK, INC.	10/18/2023	EFT	0	165,708.51	6818
00216	C & S SUPPLY CO, INC.	10/18/2023	EFT	0	215.64	6819
03479	CENTRAL SQUARE TECHNOLOGIES (LETG)	10/18/2023	EFT	0	9,853.65	6820
02757	CINTAS	10/18/2023	EFT	0	221.27	6821
02706	CORE & MAIN LP	10/18/2023	EFT	0	6,457.14	6822
00310	CRYSTEEL TRUCK EQUIPMENT, INC	10/18/2023	EFT	0	241.36	6823
02275	DEM-CON MATERIALS & RECOVERY	10/18/2023	EFT	0	1,902.04	6824
00373	ECKERT, LELAND	10/18/2023	EFT	0	270.00	6825
00428	FLAHERTY & HOOD	10/18/2023	EFT	0	100.00	6826
00453	FREYBERG PETROLEUM SALES, INC.	10/18/2023	EFT	0	26,246.02	6827
02946	FROEHLICH, PAUL	10/18/2023	EFT	0	657.71	6828
00469	GANGELHOFF, BRIAN	10/18/2023	EFT	0	109.98	6829
01098	GILLETTE GROUP/PEPSI-COLA	10/18/2023	EFT	0	271.00	6830
00482	GMS INDUSTRIAL SUPPLIES, INC.	10/18/2023	EFT	0	59.46	6831
00494	GOPHER STATE ONE-CALL	10/18/2023	EFT	0	260.55	6832
00538	HAWKINS, INC.	10/18/2023	EFT	0	1,151.50	6833
00646	HEINTZ, KATIE	10/18/2023	EFT	0	283.60	6834
00544	HENDRICKSON, CHRISTOPHER	10/18/2023	EFT	0	600.00	6835
03750	HERWIG, NICHOLAS	10/18/2023	EFT	0	218.13	6836
00680	J.J. KELLER & ASSOCIATES, INC.	10/18/2023	EFT	0	1,642.22	6837
00632	JAVENS MECHANICAL CONTRACTING CO.	10/18/2023	EFT	0	9,963.44	6838
00691	KENNEDY & KENNEDY LAW OFFICE	10/18/2023	EFT	0	9,789.36	6839
00743	LARKSTUR ENGINEERING & SUPPLY, INC.	10/18/2023	EFT	0	24.78	6840
00776	LLOYD LUMBER CO.	10/18/2023	EFT	0	863.54	6841
00800	MADDEN, GALANTER, HANSEN, LLP	10/18/2023	EFT	0	722.30	6842
04048	MCDONALD, PATRICK	10/18/2023	EFT	0	90.00	6843
00874	MENARDS-MANKATO	10/18/2023	EFT	0	168.12	6844
00889	MIDWEST TAPE/HOOPLA	10/18/2023	EFT	0	1,553.47	6845
00902	MINNESOTA IRON & METAL CO	10/18/2023	EFT	0	135.80	6846
03022	MINNESOTA PAVING & MATERIALS	10/18/2023	EFT	0	1,666.67	6847
00997	MTI DISTRIBUTING CO	10/18/2023	EFT	0	80,096.64	6848

01052	NORTH CENTRAL INTERNATIONAL	10/18/2023	EFT	0	947.80	6849
03160	NOVEL SOLAR THREE LLC (DBA GREEN STREET I	10/18/2023	EFT	0	7,808.20	6850
02245	ONSITE	10/18/2023	EFT	0	510.99	6851
01099	PET EXPO DISTRIBUTORS	10/18/2023	EFT	0	174.97	6852
03141	PIPES, ROGER	10/18/2023	EFT	0	930.00	6853
01164	RADER, DUANE A.	10/18/2023	EFT	0	406.42	6854
02747	RENT-N-SAVE	10/18/2023	EFT	0	84.33	6855
01211	RIVER BEND BUSINESS PRODUCTS	10/18/2023	EFT	0	56.70	6856
03971	RIVER BEND LEASING	10/18/2023	EFT	0	166.55	6857
01262	SCHUMACHER, GREG	10/18/2023	EFT	0	294.03	6858
01263	SCHWICKERT'S TECTA AMERICA LLC	10/18/2023	EFT	0	175.00	6859
01281	SIGN PRO	10/18/2023	EFT	0	660.00	6860
01290	SLETTEN, CORY	10/18/2023	EFT	0	73.78	6861
03254	TAFT	10/18/2023	EFT	0	27,100.00	6862
01396	THURSTON, KEVIN	10/18/2023	EFT	0	810.00	6863
01411	TOSTENSON, PHILLIP	10/18/2023	EFT	0	150.00	6864
01419	TRAVERSE DES SIOUX LIBRARY COOPERATIVE	10/18/2023	EFT	0	400.00	6865
02150	U.S. BANK	10/18/2023	EFT	0	1,000.00	6866
03179	ULMAN, JEREMY	10/18/2023	EFT	0	200.00	6867
01465	VANEPS, ERIC	10/18/2023	EFT	0	251.52	6868
01478	VIKING FIRE & SAFETY LLC	10/18/2023	EFT	0	788.22	6869
03276	VITZTHUM, JACOB	10/18/2023	EFT	0	192.87	6870
03328	WOLLENZIEN, RICK	10/18/2023	EFT	0	120.00	6871
01563	ZARNOTH BRUSH WORKS, INC.	10/18/2023	EFT	0	4,288.00	6872
00234	CENTER POINT ENERGY	10/09/2023	Bank Draft	0	1,508.48	DFT0008546
02003	MINNESOTA DEPT OF REVENUE	10/11/2023	Bank Draft	0	11,804.00	DFT0008588
01477	VIKING ELECTRIC SUPPLY, INC.	10/09/2023	Bank Draft	0	695.42	DFT0008587
01477	VIKING ELECTRIC SUPPLY, INC.	10/12/2023	Bank Draft	0	380.27	DFT0008589
01557	XCEL ENERGY	10/09/2023	Bank Draft	0	10,368.26	DFT0008547
01557	XCEL ENERGY	10/09/2023	Bank Draft	0	335.09	DFT0008585
01557	XCEL ENERGY	10/09/2023	Bank Draft	0	80.01	DFT0008586
					914,970.04	155

Authorization Signatures

All Council

The above manual and regular claims lists for 10/16/2023 are approved by:

SCOTT CARLSON- MAYOR

SANDRA OACHS- COUNCIL MEMBER

JAMES WHITLOCK- COUNCIL MEMBER

WILLIAM STEINER- COUNCIL MEMBER

MATT PETERSON- COUNCIL MEMBER

RESOLUTION APPROVING DONATIONS/CONTRIBUTIONS/GRANTS

WHEREAS, the Minnesota Statute 465.03 and 465.04 allow the governing body of any city, county, school district or town to accept gifts for the benefit of its citizens in accordance with terms prescribed by the donor;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, that the following donations/contributions/grants are approved as follows:

Donor	Restriction	Amount
Anonymous	Music in the Park	\$501.00
Teresa Keefe	Book Donation	\$30.00
Total		\$531.00

Adopted by the City Council this 16th day of October 2023.

Mayor

City Clerk

RESOLUTION WAIVING WAITING PERIOD
FOR EXEMPTION FROM LAWFUL GAMBLING LICENSE FOR
HOLY ROSARY CHURCH

WHEREAS, Holy Rosary Church has made an application for exemption from a charitable gambling license to conduct a raffle on November 12, 2023, at 546 Grant Avenue, within the City of North Mankato, Minnesota, which application was received by the City on October 11, 2023.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, that the City waives the mandatory waiting period concerning the issuance of an exemption from lawful gambling license concerning the above-identified organization.

Adopted by the City Council this 16th day of October 2023.

Mayor

ATTEST:

City Clerk

NORTH MANKATO MINNESOTA

Application for Street Closure, Special Event and Festival Permit

Instructions: Request for community events to be held on City owned property, require City authorization and involvement from City Departments. Please complete the application below, and submit with required fees at least 30-days before the event. Once the application has been submitted, City staff will review the application and contact the organizers for a meeting.

Applicant Information

Name of Applicant:

Sophie Tonander

Organization:

Mankato Family YMCA

Phone Number:

5073862724

Address:

1401 S. Riverfront Drive

Event Contact:

Sophie Tonander

Cell Phone Number:

6128192033

Event Sponsor (if different than organization):

Is the organization or Event Sponsor a 501 (c) (3)?

☒ Yes

☐ No

If yes, please attach verification of 501 (c) (3) status.

Event Information

Event Name:

STRIDE 5K Challenge

1 st Choice Location

Benson Park

Date (s):

10/28/23

2 nd Choice Location

Date (s):

10/28/23

Requesting the use of a Park Shelter for your event? A Park Shelter application will need to be completed. Please contact Vicki at 507-625-4141 to complete the application and submit the \$100.00 park shelter reservation fee. Below are the shelters available for rental.

☐ Spring Lake Park Shelter #1

☐ Spring Lake Park Shelter #2 (includes Gazebo)

☐ Wheeler Park Shelter.

Event Start Time:

9 AM

Event End Time:

11:00

Setup Date (s) Time (s):

6 AM

Tear Down Date (s)/Time(s):

12:00

Expected Number of Attendees:

50

Event Description: Please check the type of event (check all that apply) and write a brief description of your event, in the space provided.

- ☒ Walk/Fun Run/Race (Please include Parade Permit Application, fee, and Map)
- ☐ Parade (Please include Parade Permit Application, fee, and map)
- ☐ Art Fair/Festival
- ☐ Bike Ride
- ☐ Cultural Event
- ☐ Other event

Brief Description of Event:

The event will be a 5K fundraiser event for the Mankato Family YMCA STRIDE program.

Event Features

Alcohol (Select One)

- ☐ Catered event, licensee holding caterer's permit to provide food and liquor. Under caterer's permit, the caterer is responsible for ID/wristband, security and ensuring there is no second party transfer. Please indicate caterer:
- ☐ Temporary 3.2 Percent Malt Liquor License, only issued to charitable, religious or nonprofit organizations for events not to exceed four (4) consecutive days. Application needs to be submitted with fee and requires City Council approval.
- ☐ Temporary Intoxicating liquor license, only issued to charitable, religious or nonprofit organizations in existence for at least three (3) years for events not to exceed four (4) consecutive days. Application needs to be submitted with fee and requires City Council approval and Alcohol and Gambling Enforcement Division approval. Needs to be submitted to the state 30-days prior to the event.
- ☒ No alcohol.

Security

- ☐ Please indicate if security is being provided. If yes, who and how many?
- ☒ No security provided. If no security is provided, the city reserves the right to require safety based on the review of the event.

Natural Disaster Preparedness

Describe how you will monitor weather conditions; how you plan to evacuate people in the event of dangerous conditions; and the name and contact information of the person responsible for making the decision to halt the event because of the weather.

We will watch weather as the event day approaches. We will have backup plans inside if weather is bad.

Concessions and Vendors

Food & Beverages

- ☐ Yes
- ☒ No

All food vendors, regardless of their status must have a valid Food and Beverage License issued by the Minnesota Department of Health. You, as the applicant, are responsible for verifying that all vendors providing food or beverage during your event have obtained the proper license.

Vendors

- ☐ Yes
☒ No

Concession or vendor permits may only be approved for non-profit group events. A separate permit application must be completed and submitted along with a \$25.00 fee per day. A park cleanup deposit of \$100.00 is also required.

A list of all vendors and their contact information must be submitted before the event.

Amplified Sound (if applicable)

- ☒ Loud Speakers, Public Address System, or Amplifying Equipment. Requires Audio Permit and a \$25.00 fee.

Animals

Will animals be included and if so, provide specifics as to type of animals and how the animals will be accessible by the public (pony rides, petting zoo, etc...)

- ☐ Yes
☒ No

Please note... the owners of the animals will be required to provide a certificate of insurance in an amount not less than \$1.5 million per occurrence naming the City of North Mankato as an additional insured prior to the event.

Please provide the name and address of animal owners.

Tents and Canopies (if applicable)

- ☐ Are you planning to use tents or canopies? If yes, they must be clearly identified on the Site Map including the location and size/dimensions. The event organizer is liable for any damage caused to property/facility and must obtain approval prior to installation. A gopher one call must be made before the event.

Event Logistics

If you are planning to erect, install, or use any of these structures, please identify the location of all structures on your Site Map. Include size and quantities. The event organizer is liable for any damages caused to property/facility and must obtain approval prior to installation of items below. NOTE: Items are provided by the event; not the City.

Stages and Platforms

How many stages? Please describe the stage/platform.

- ☐ Yes
☒ No

Public Restrooms

- ☐ Yes

Will your event include the use of portable toilets/sinks? If yes, how many?

It is the responsibility of the event coordinator to contract with a provider for portable toilets/sinks.

Temporary restrooms can be placed 24 hours prior to the event and need to be removed within 24 hours following the event. All portable toilets must be located on a hard surface, which may include asphalt, concrete, or plywood.

Picnic Tables

Do you want any additional picnic tables?

- ☐ Yes
☒ No

How many and location (s).

Refuse (Garbage and Recycling)

The event is responsible for cleaning up after an event. The applicant shall properly dispose of debris from the event. If the street or park department determines cleanup is inadequate, the cost for the public works to cleanup will be charged to the applicant. Cleanup shall be completed within three (3) hours of the end of the event.

The City will provide refuse containers for events. The number and placement will be determined by number of participants.

Road Closures or use of Public Right-of-Way

Are you requesting to close a :

- ☐ Street
☐ Parking Lane
☒ Sidewalk
☐ Alley
☐ Other

All requests must be submitted at least 30 days before the event. Some closures may require review by the Traffic and Safety Committee.

Applicants must contact affected property owners, 14 days prior to the closure. City staff will review the event and ensure proper barricades/cones are used to manage the event.

Applicant must maintain a 20 feet clear fire lane. At no point is the street to be blocked with vehicles inside the fire lane area.

Traffic Control

- ☐ Yes
☒ No

Do you Require Cones or Barricades?

- ☒ Cones
☐ Barricades

Please indicate the number of cones and barricades and indicate on the map the location of all cones and barricades.

25

Are you requesting assistance from City staff to set up or man the intersections? If you are requesting assistance, please indicate the number of Police Reserve or City staff and the location you would like to have the assistance. Please be aware that the City may not be able to provide assistance and reserves the right to deny assistance.

No Parking

Requesting no parking? Please indicate the streets/blocks.

EVENT MAP

Site Map (Required)

Please attach a site map clearly indicating the setup of the event. The site map should indicate the relative location of the following: all sources of amplified sound and direction of sound; tents/canopies with sizes, stages, promotional vehicles, inflatables, portable toilets, refuse containers, fencing, barricades, and other structures; location of alcohol (in a fenced off area), food and merchandise service/sale; and proposed street closures. All site maps are subject to approval.

HOLD HARMLESS AGREEMENT AND INSURANCE INFORMATION

The applicant covenants to save, defend, hold harmless, and indemnify the City of North Mankato and all its officers, departments, agencies, agents, and employees (collectively the "City") from and against any and all claims, losses, damages, injuries, fines, penalties, costs (including court costs and attorney's fees), charges, liability, or exposure, however caused, resulting from, arising out of, or in any way connected with the applicant's event herein described.


The City, in its discretion, may require the Applicant to obtain liability insurance for any special event. If liability insurance is required, the following requirements apply:

1. Minimum of \$1,000,000 in commercial general liability insurance.
2. Applicant's insurance shall be primary.
3. Insurance shall cover liability for injury death and property damage including coverage for alcohol related claims, if alcohol will be served.
4. The insurance policy must be issued by an insurance company licensed to do business in Minnesota acceptable to the City.
5. The City must be named as an additional insured on the policy.
6. At least ten (10) days prior to the event, the applicant must give to the City a Certificate of Insurance showing the required coverage.

APPLICANT SIGNATURE

I attest that the above information is true and accurate and I have signed this application on behalf of the applicant. I certify under penalties of perjury that I am authorized to execute contracts and other instruments and legally bind the Applicant.

SIGNATURE



PRINTED NAME:

Sophie Tonander

Date Submitted to the City

09/25/23

Street Superintendent Signature and Approval



Date:

10/6/2023

Police Chief Signature and Approval



Date:

10/4/23

-10/4: Spoke to organizer. Entire event will be held inside Benson Park. (Parking, race route, etc.) No road closures or traffic impacts 50-75 participants.
Niss



City of North Mankato
1001 Belgrade Ave
North Mankato, MN 56003
507.625.4141

Audio Permit

About:

An audio permit is required for anyone operating outdoor amplified sound (i.e., a loudspeaker, public address system, or sound amplifying equipment). All Audio Permits must be approved by the Council. The sound system cannot be operated before 7:00 am or after 10:00 pm. There is a \$25 fee.

Audio Permit Responsibilities:

- An onsite event coordinator must be available by mobile during the event.
- An applicant will provide a schedule of any music or entertainment proposed to occur during the event.
- A beginning and end time must be supplied on the application, and the event coordinator must ensure compliance.
- Applicants must comply with City Code Ordinance 90.045 and Minnesota Rules Chapter 7030 which limits noise.
- Noise levels cannot exceed 60 dBA more than 50 percent of the time.

What happens if there is a noise complaint?

- A North Mankato Patrol Officer will meet with the complainant and evaluate and measure the noise using a decibel reader at the location of the complainant.
- If the noise is found out of compliance, the Patrol Officer will contact the onsite event coordinator, and the amplified sound must be turned down.
- If the onsite event coordinator does not comply, the event will be immediately terminated, and the group will be disbursed.
- Failure to comply will affect future ability to obtain an audio permit.

AMPLIFIED SOUND:

☐

LIVE MUSIC/BAND

☒

DJ/KARAOKE MACHINE

☐

OTHER: _____

DATE OF EVENT: 10

BEGIN TIME: _____

END TIME: _____

LOCATION / SHELTER: Benson Park

EVENT NAME: STRIDE 5k Challenge

ONSITE COORDINATOR: PRINT NAME: Sophie Tonander

MOBILE NUMBER: 612-819-2035

☒ I, THE UNDERSIGNED, HAVE RECEIVED THE AUDIO PERMIT AND UNDERSTAND THAT FAILURE TO COMPLY WITH THE AUDIO POLICY MAY TERMINATE THE EVENT AND PREVENT FUTURE ABILITY TO OBTAIN AN AUDIO PERMIT.

PRINT NAME: Sophie Tonander

SIGNATURE: [Signature]

DATE: 9/25/23

EMAIL: stonander@mankatoymca.org

POLICE CHIEF: _____

CITY CLERK: _____

☐ DENIED ☒ APPROVED

☐ BOOK ☒ POLICE ☐ ONLINE ☐ \$25.00 FEE

STAFF INITIALS _____

926

BUSINESS/CANNABINOID LICENSE



BUSINESS NAME: THE NAKATO BAR & GRILL INC.
DBA THE NAKATO BAR & GRILL
BUSINESS OWNER: JACOB DOWNS
BUSINESS LOCATION: 253 BELGRADE AVENUE
NORTH MANKATO, MN 56003

THE NAKATO BAR & GRILL
253 BELGRADE AVENUE
NORTH MANKATO, MN 56003

POST IN A CONSPICUOUS PLACE-NON-TRANSFERABLE

CITY OF NORTH MANKATO

1001 Belgrade Avenue North Mankato, MN 56003
Phone: (507-625-4141) FAX (507) 625-4151

License Type: CANNABINOID

Mayor

BUSINESS LICENSE NUMBER: CAN 000004-2023

Effective Date: OCTOBER 16, 2023

Expiration Date: DECEMBER 31, 2023

Audio Permit

About:

An audio permit is required for anyone operating outdoor amplified sound (i.e., a loudspeaker, public address system, or sound amplifying equipment). All Audio Permits must be approved by the Council. The sound system cannot be operated before 7:00 am or after 10:00 pm. There is a \$25 fee.

Audio Permit Responsibilities:

- An onsite event coordinator must be available by mobile during the event.
- An applicant will provide a schedule of any music or entertainment proposed to occur during the event.
- A beginning and end time must be supplied on the application, and the event coordinator must ensure compliance.
- Applicants must comply with City Code Ordinance 90.045 and Minnesota Rules Chapter 7030 which limits noise.
- Noise levels cannot exceed 60 dBA more than 50 percent of the time.

What happens if there is a noise complaint?

- A North Mankato Patrol Officer will meet with the complainant and evaluate and measure the noise using a decibel reader at the location of the complainant.
- If the noise is found out of compliance, the Patrol Officer will contact the onsite event coordinator, and the amplified sound must be turned down.
- If the onsite event coordinator does not comply, the event will be immediately terminated, and the group will be disbursed.
- Failure to comply will affect future ability to obtain an audio permit.

AMPLIFIED SOUND:



LIVE MUSIC/BAND



DJ/KARAOKE MACHINE



OTHER: _____

DATE OF EVENT:

10/29/23

BEGIN TIME:

4pm

END TIME:

8pm

LOCATION / SHELTER:

North Rink @ Spring Lake Park

EVENT NAME:

Skatepark fundraiser

ONSITE COORDINATOR:

PRINT NAME:

Martie Kaus

MOBILE NUMBER:

507-327-7797

☒ I, THE UNDERSIGNED, HAVE RECEIVED THE AUDIO PERMIT AND UNDERSTAND THAT FAILURE TO COMPLY WITH THE AUDIO POLICY MAY TERMINATE THE EVENT AND PREVENT FUTURE ABILITY TO OBTAIN AN AUDIO PERMIT.

PRINT NAME:

Martie Kaus

SIGNATURE:

Martie Kaus

DATE:

10/5/23

EMAIL:

cero.mankato@gmail.com

POLICE CHIEF: _____

CITY CLERK: _____



DENIED



APPROVED



BOOK



POLICE



ONLINE



\$25.00 FEE

STAFF INITIALS _____

126

NORTH MANKATO MINNESOTA

Application for Street Closure, Special Event and Festival Permit

Instructions: Request for community events to be held on City owned property, require City authorization and involvement from City Departments. Please complete the application below, and submit with required fees at least 30-days before the event. Once the application has been submitted, City staff will review the application and contact the organizers for a meeting.

Applicant Information

Name of Applicant:

Organization:

Phone Number:

Marthe Kaus

Circle the Earth Recreation Organization 507-327-7797

Address:

836 Sherman St, North Mankato, MN 56003

Event Contact:

Cell Phone Number:

Marthe Kaus

507-327-7797

Event Sponsor (if different than organization):

Is the organization or Event Sponsor a 501 (c) (3)?

☒ Yes

☐ No

If yes, please attach verification of 501 (c) (3) status.

Event Information

Event Name:

Skate park fundraiser

1 st Choice Location

North Link pop up skate park

Date (s):

Sunday, October 29, 2023

2nd Choice Location

Date (s):

Requesting the use of a Park Shelter for your event? A Park Shelter application will need to be completed. Please contact Vicki at 507-625-4141 to complete the application and submit the \$100.00 park shelter reservation fee. Below are the shelters available for rental.

- ☐ Spring Lake Park Shelter #1
☐ Spring Lake Park Shelter #2 (includes Gazebo)
☐ Wheeler Park Shelter.

NO

Event Start Time:

4pm

Event End Time:

8pm

Setup Date (s) Time (s):

Sunday, Oct 29, 2023 afternoon

Tear Down Date (s)/Time(s):

Sunday, Oct 29, 2023 evening

Expected Number of Attendees:

hoping over 100.

Vendors

☐ Yes

☒ No

Concession or vendor permits may only be approved for non-profit group events. A separate permit application must be completed and submitted along with a \$25.00 fee per day. A park cleanup deposit of \$100.00 is also required.

A list of all vendors and their contact information must be submitted before the event.

Amplified Sound (if applicable)

☒ Loud Speakers, Public Address System, or Amplifying Equipment. Requires Audio Permit and a \$25.00 fee.

Live music using amps & instruments

Animals

Will animals be included and if so, provide specifics as to type of animals and how the animals will be accessible by the public (pony rides, petting zoo, etc...)

☐ Yes

☒ No

Please note... the owners of the animals will be required to provide a certificate of insurance in an amount not less than \$1.5 million per occurrence naming the City of North Mankato as an additional insured prior to the event.

Please provide the name and address of animal owners.

N/A

Tents and Canopies (if applicable)

☒ Are you planning to use tents or canopies? If yes, they must be clearly identified on the Site Map including the location and size/dimensions. The event organizer is liable for any damage caused to property/facility and must obtain approval prior to installation. A gopher one call must be made before the event.

using sand bags

Event Logistics

If you are planning to erect, install, or use any of these structures, please identify the location of all structures on your Site Map. Include size and quantities. The event organizer is liable for any damages caused to property/facility and must obtain approval prior to installation of items below.
NOTE: Items are provided by the event; not the City.

Stages and Platforms

How many stages? Please describe the stage/platform.

☐ Yes

☒ No

Public Restrooms

☐ Yes

no

Will your event include the use of portable toilets/sinks? If yes, how many?

It is the responsibility of the event coordinator to contract with a provider for portable toilets/sinks.

Temporary restrooms can be placed 24 hours prior to the event and need to be removed within 24 hours following the event. All portable toilets must be located on a hard surface, which may include asphalt, concrete, or plywood.

EVENT MAP

Site Map (Required)

Please attach a site map clearly indicating the setup of the event. The site map should indicate the relative location of the following: all sources of amplified sound and direction of sound; tents/canopies with sizes, stages, promotional vehicles, inflatables, portable toilets, refuse containers, fencing, barricades, and other structures; location of alcohol (in a fenced off area), food and merchandise service/sale; and proposed street closures. All site maps are subject to approval.

HOLD HARMLESS AGREEMENT AND INSURANCE INFORMATION

The applicant covenants to save, defend, hold harmless, and indemnify the City of North Mankato and all its officers, departments, agencies, agents, and employees (collectively the "City") from and against any and all claims, losses, damages, injuries, fines, penalties, costs (including court costs and attorney's fees), charges, liability, or exposure, however caused, resulting from, arising out of, or in any way connected with the applicant's event herein described.


The City, in its discretion, may require the Applicant to obtain liability insurance for any special event. If liability insurance is required, the following requirements apply:

1. Minimum of \$1,000,000 in commercial general liability insurance.
2. Applicant's insurance shall be primary.
3. Insurance shall cover liability for injury death and property damage including coverage for alcohol related claims, if alcohol will be served.
4. The insurance policy must be issued by an insurance company licensed to do business in Minnesota acceptable to the City.
5. The City must be named as an additional insured on the policy.
6. At least ten (10) days prior to the event, the applicant must give to the City a Certificate of Insurance showing the required coverage.

APPLICANT SIGNATURE

I attest that the above information is true and accurate and I have signed this application on behalf of the applicant. I certify under penalties of perjury that I am authorized to execute contracts and other instruments and legally bind the Applicant.

SIGNATURE



PRINTED NAME:

Martie Kaus

Date Submitted to the City

10/5/23

Street Superintendent Signature and Approval



Date:

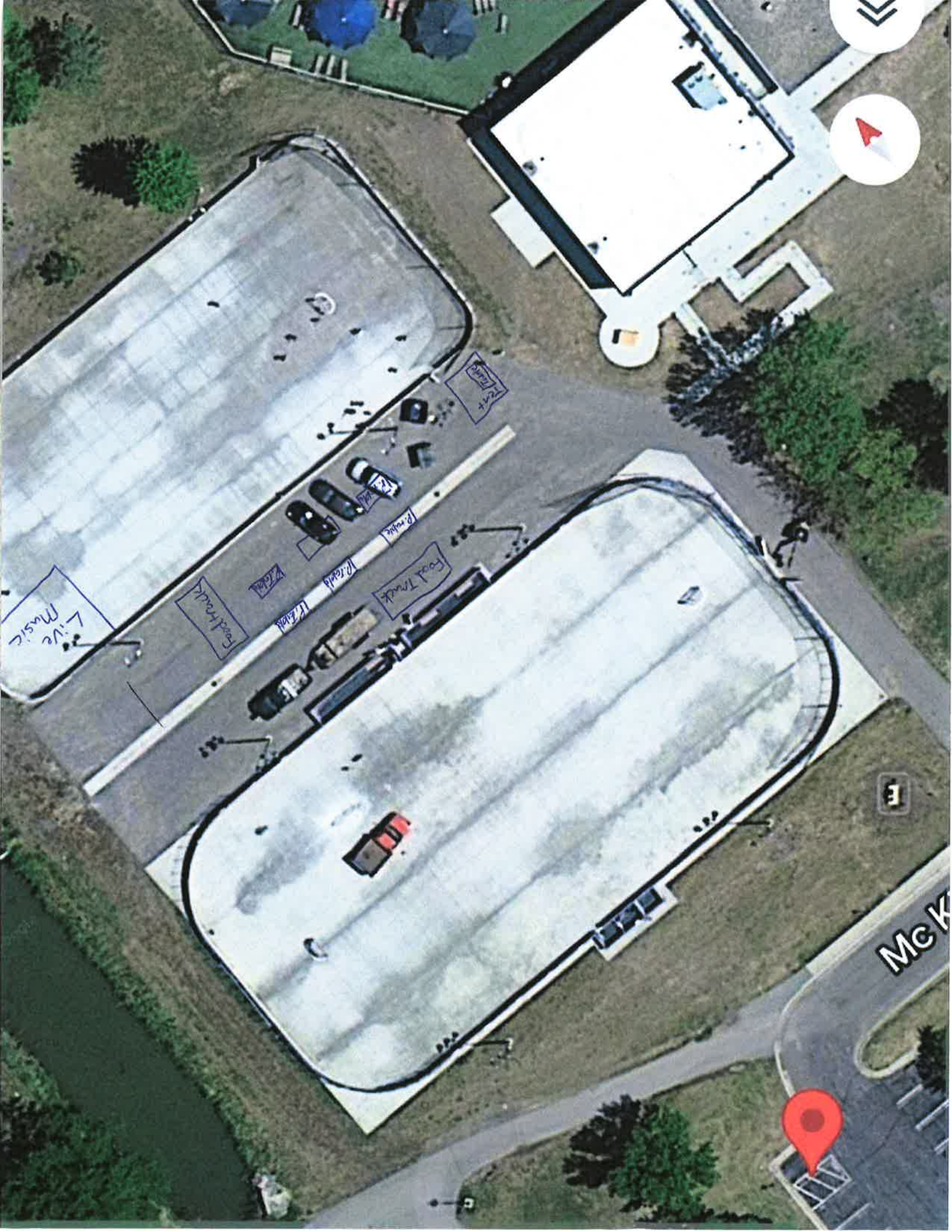
10-9-23

Police Chief Signature and Approval



Date:

10/9/23



E

McK

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 10A	Dept: City Engineer	Council Meeting Date: 10/16/23																												
TITLE OF ISSUE: Consider Resolution Receiving Preliminary Engineering Report and Calling Hearing for Project No. 23-07 ABCDEF Sherman Street Improvement.																														
BACKGROUND AND SUPPLEMENTAL INFORMATION: City Engineer Sarff will review the proposed Sherman Street Improvement Report.																														
<i>If additional space is required, attach a separate sheet</i>																														
REQUESTED COUNCIL ACTION: Adopt Resolution Receiving Preliminary Engineering Report and Calling Hearing for Project No. 23-07 ABCDEF Sherman Street Improvement.																														
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Peterson</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Oachs</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Whitlock</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Carlson</td> </tr> </table>	Aye	Nay		_____	_____	Steiner	_____	_____	Peterson	_____	_____	Oachs	_____	_____	Whitlock	_____	_____	Carlson	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) _____ _____ _____ _____ _____		Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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RESOLUTION NO. 69-23

RESOLUTION RECEIVING PRELIMINARY ENGINEERING REPORT
AND CALLING HEARING FOR PROJECT NO. 23-07 ABCDEF SHERMAN STREET
IMPROVEMENT PROJECT

WHEREAS, pursuant to resolution of the Council adopted September 18, 2023, a preliminary engineering report has been prepared by Bolton & Menk, Inc., with reference to the proposed Sherman Street Improvement Project, City Project No. 23-07 ABCDEF, and this report was received by the council on October 16, 2023, and

WHEREAS, such improvements include sanitary sewer improvements, watermain improvements, storm sewer improvements, street improvements, sidewalk improvements, street lighting, turf establishment/erosion control, and other related improvements, and

WHEREAS, provides information regarding whether the proposed improvements are necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, AS FOLLOWS:

1. The council will consider Project No. 23-07 ABCDEF, Sherman Street Improvement Project, in accordance with the report and will consider the assessment of abutting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Chapter 429 at an estimated total cost of the improvement of \$4,240,600.
2. A public hearing shall be held on such proposed improvement on the 6th day of November 2023, in the council chambers of City Hall at 7:00 p.m., and the clerk shall give mailed and published a notice of such hearing and improvement as required by law.

Adopted by the City Council this 16th day of October 2023.

Mayor

ATTEST:

City Clerk



2024 Sherman Street Improvement Project

City Project No. 23-07 ABCDEF

City of North Mankato, Minnesota

October 2023



Real People. Real Solutions.

Prepared by:

Bolton & Menk, Inc.

1960 Premier Drive

Mankato, MN 56001

BMI No. 0M1.131921

Certification

Preliminary Engineering Report

For

2024 Sherman Street Improvement Project

City of North Mankato, Minnesota
City Project No. 23-07 ABCDEF

October 2023

PROFESSIONAL ENGINEER

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 Professional Engineer under the laws of the State of Minnesota.

Signature:  _____

Typed or Printed Name: Daniel R. Sarff, P.E.

Date: 10/11/2023 License Number: 17080

Table of Contents

- I. Background and Scope 1
- II. Existing Conditions and Proposed Improvements..... 1
 - A. Sanitary Sewer 1
 - B. Watermain 2
 - C. Storm Sewer 3
 - D. Street and Surface 4
 - E. Trees within the Right of Way 6
- III. Other Utilities 8
- IV. Pedestrian and Bicycle Accommodations..... 8
- V. Right of Way/Easements 8
- VI. Approvals/Permits 8
- VII. Estimated Project Cost Estimate and Financing 9
- VIII. Proposed Project Schedule..... 10
- IX. Conclusion and Recommendations 10

Appendix

Appendix A: Figures

- Figures 1.1 & 1.2: Existing Conditions
- Figures 2.1 & 2.2: Proposed Utility Improvements
- Figures 3.1 & 3.2: Proposed Street and Surface Improvements

Appendix B: Photos

I. Background and Scope

In accordance with Minnesota Statutes, Chapter 429, the North Mankato City Council has authorized the preparation of a Preliminary Engineering Report to define the scope and determine the feasibility of infrastructure improvements on Sherman Street from South Avenue to Monroe Avenue.

The specific objectives of this Preliminary Engineering Report are to:

- A. Evaluate the need for the project
- B. Determine the necessary improvements
- C. Provide information on the estimated costs for the proposed project
- D. Determine the project schedule
- E. Determine the feasibility of the proposed project

II. Existing Conditions and Proposed Improvements

A. Sanitary Sewer

1. Existing Conditions

Some segments of Sherman Street within the project limits have existing sanitary sewer, including the following:

- Existing 10" sanitary sewer from Grant Avenue to Page Avenue
- Existing 8" sanitary sewer from Page Avenue to a point just north of Belgrade Avenue
- Existing 8" sanitary sewer from Monroe Avenue to a point midway between Lakeview Avenue and Garfield Avenue

The existing sanitary sewer on Sherman Street was originally constructed in the mid-1950's. As was typical for the construction of sanitary sewers over 70 years ago, the pipe material is vitrified clay pipe (VCP) made up of relatively short pipe sections without rubber gasketed joints. The original construction documents show that most of the existing pipes on Sherman Street were constructed at or greater than minimum slope required.

Video inspections of the sanitary sewers on Sherman Street reveal that they are in fair to poor condition due to offset joints, sags, root intrusion, and other deficiencies. Calcium build ups at the joints were also observed, evidence of groundwater infiltration into the sanitary sewer system. Since the services were installed the same time as the mainline, the services are expected to be in the same fair to poor condition.

In segments of Sherman Street where no sanitary sewer exists, the adjacent properties are served by sanitary sewers in the east-west streets:

- Existing 10" sanitary sewer on Page Avenue
- Existing 12" sanitary sewer on Belgrade Avenue
- Existing 10" sanitary sewer on Nicollet Avenue
- Existing 15" sanitary sewer on South Avenue

With the exception of the sanitary sewer on Page Avenue, the sanitary sewer that cross Sherman Street have been replaced with PVC pipe and precast concrete manholes since 1986 and are in good condition.

The existing sanitary sewer system for Sherman Street is shown on Figures 1.1 and 1.2 in Appendix A.

2. Proposed Improvements

Given the age and condition of the sanitary sewers on Sherman Street, the replacement of the existing sanitary sewer system with new improvements within the project limits is recommended. The new sanitary sewer pipe will consist of PVC pipes with rubber-gasketed joints. The capacity of the existing sanitary sewer system is adequate, so replacement with the same pipe sizes as existing is proposed. The new pipe will be constructed no less than the minimum grades required by the Minnesota Pollution Control Agency (MPCA) for the respective pipe sizes to maintain self-cleaning velocities. New manholes will be constructed using precast concrete with gasketed joints. The existing sanitary sewers crossing Sherman Street at South Avenue, Nicollet Avenue, and Belgrade Avenue are generally in good condition and replacement is not recommended at this time.

New 4-inch sanitary service pipe will be constructed to the right-of-way line for each residence property being served by sanitary sewer on Sherman Street. It is recommended that the service pipe from the right-of-way line to each home be inspected during construction. If it is determined that a service line is deteriorated and is a potential source of infiltration into the city's wastewater collection system, the property owner may be required to hire a contractor to replace the service line located on private property.

A tracer wire system with proper grounding and access points will be provided for all new sanitary sewer mainline and services.

The proposed sanitary sewer system improvements for Sherman Street are shown on Figures 2.1 and 2.2 in Appendix A.

B. Watermain

1. Existing Conditions

As with the sanitary sewer system, only portions of Sherman Street within the project limits have existing watermain, including the following:

- Existing 6" watermain from Grant Avenue to Belgrade Avenue
- Existing 6" watermain from Garfield Avenue to Monroe Avenue

The existing water distribution system on Sherman Street was constructed in the early 1950's and consists of cast iron watermain pipe. Most of the existing water services are most likely copper pipes that were installed at the time the watermain was constructed, but water services utilizing other materials, including lead have also been encountered. The existing pipe, fittings, valves, hydrants, and services are over 70 years old and are beyond its expected life. The segment of watermain between Lakeview Avenue and Monroe Avenue has had numerous watermain breaks in recent years.

With the exception of the existing watermains on Belgrade Avenue Nicollet Avenue, and South Avenue, the watermains on the east-west streets crossing Sherman Street were also constructed in the early 1950 and are also expected to be in poor condition. The

watermains on Belgrade Avenue Nicollet Avenue, South Avenue were replaced with ductile iron pipe in the 1980's. The watermain on the segment of Monroe Avenue east of Sherman Street was replaced with ductile iron pipe in 1993 with the Center Street project.

The existing watermain system for Sherman Street is shown on Figures 1.1 and 1.2 in Appendix A.

2. Proposed Improvements

The replacement of the existing watermain on Sherman Street with new 8-inch diameter PVC watermain pipe is recommended. The replacement of the portions of the watermains crossing Sherman Street at Park Avenue, Page Avenue, Garfield Avenue, Grant Avenue Lakeview Avenue, and Monroe Avenue with PVC pipe is also recommended. The existing watermains crossing Sherman Street at South Avenue, Nicollet Avenue, and Belgrade Avenue are generally in good condition and replacement is not recommended at this time.

New valves will be provided at appropriate locations to facilitate pressure testing of the new watermain and to allow for isolating segments for repairs and maintenance in the future. New plastic water service pipes will be constructed to the right-of-way for each home, and isolation valves will be installed on each service line. It is recommended that the service pipe from the right-of-way line to each home be inspected prior to or during construction. If it is determined that the line is deteriorated, leaking, or contains lead, the property owner will be required to hire a contractor to replace the service line located on private property.

A tracer wire system with proper grounding and access points will be provided for all new watermain and water services. The existing water meters on all existing residences being served by the new water system will be replaced with auto-reading meters as part of the project.

The proposed watermain improvements for Harrison Avenue are shown on Figures 2.1 and 2.2 in Appendix A.

C. Storm Sewer

1. Existing Conditions

The existing storm sewer system on Sherman Street consists of storm sewer pipe ranging in size from 12 inches to 24 inches in diameter, along with numerous inlets and manholes. The existing storm sewer on Sherman Street north of Grant Avenue flows north to a large storm sewer system on Tyler Avenue that flows to the west, discharging in Spring Lake. The existing storm sewer on Sherman Street south of Grant Avenue flows south and connects with other storm sewers in the Highway 169/Lookout Drive interchange area, ultimately discharging through the Corps of Engineers storm water pumping station.

The storm sewer systems crossing Sherman Street at South Avenue, Nicollet Avenue and Belgrade Avenue were replaced in the 1980s and are still in good condition. The section of storm sewer between Garfield Avenue and Monroe Avenue was constructed in 1969, and although over 50 years old is also generally in good condition. The remainder of the storm sewer system is estimated to be over 70 years old and is in poor condition. Due to the age and condition of most of the existing storm sewers within the project limits, localized ponding of water occurs during even modest rainfall events.

The existing storm sewer system for Sherman Street is shown on Figures 1.1 and 1.2 in Appendix A.

2. Proposed Improvements

The construction of a new storm sewer within the entire project limits is recommended to replace deficient pipe and structures and where possible, increase the inlet and pipe capacity of the system. These improvements will improve the surface drainage for Sherman Street. The proposed storm sewer improvements will consist of new reinforced concrete or plastic storm sewer pipes, new inlets, and new manhole structures. In general, inlets will be placed at most quadrants of each intersection. Where required, inlets will be placed at mid-block locations to improve storm water runoff collection and accommodate the new street grades. . The new storm sewer will be connected to the existing storm sewer north of Monroe Avenue and south of South Avenue.

The feasibility of incorporating portions of the existing storm sewer systems on Sherman Street from Garfield Avenue to Monroe Avenue, and crossing Sherman Street at South Avenue and Nicollet Avenue into the new improvements will be evaluated during the final design. For the purposes of this report, it is assumed that all existing storm sewer systems will be replaced with new materials with this project.

To the extent possible, the new storm sewer systems will be designed to accommodate the runoff from a 10-year storm event. Sump pump drains will be provided in the front yards along Sherman Street for houses having sump pump discharge lines present.

The proposed storm sewer system improvements for Sherman Street are shown on Figures 2.1 & 2.2 in Appendix B.

D. Street and Surface

1. Existing Conditions

The portion of Sherman Street located south of Garfield Avenue was originally constructed approximately 70 years ago. The bituminous pavement, curb and gutter, and concrete driveway aprons south of Garfield Avenue are in fair to poor condition. The segment between Garfield Avenue and Monroe Avenue was reconstructed in 1969 and is in better condition. The existing street is approximately 44 feet from face of curb to face of curb in the segment from South Avenue to Belgrade Avenue. The existing street is 40 feet wide from Belgrade Avenue to Page Avenue, and 35.7 feet wide from Page Avenue to Monroe Avenue. The segment of Sherman Street from South Avenue to Belgrade Avenue connects to an off ramp from the Highway 169/Lookout Drive interchange. This segment is designated as one-way to the north and has dedicated on-street bicycle lanes. The segment of Sherman Street between South Avenue and Belgrade Avenue is also designated as a Municipal State Aid Route.

According to the Nicollet County Beacon GIS website, the right of way width also varies throughout the project corridor, as follows:

- South Avenue to Nicollet Avenue – 60 feet
- Nicollet Avenue to Belgrade Avenue – 67 to 68 feet
- Belgrade Avenue to Page Avenue – 66 feet
- Page Avenue to Garfield Avenue - 64 feet
- Garfield Avenue to Monroe Avenue – 50 feet

The right of way width will be verified when the project is surveyed during the final design phase.

The existing sidewalk and boulevard width vary as follows:

Segment	Sidewalk Width (ft.)		Boulevard Width (ft.)	
	West	East	West	East
South Ave. to Nicollet Ave.	7	5	None	4.7
Nicollet Ave. to Belgrade Ave. (south ½ block)	6	2.7	6	7.7
Nicollet Ave. to Belgrade Ave. (north ½ block)	8.7	None	6	7.7
Belgrade Ave. to Grant Ave.	6	7.7	6	7.7
Grant Ave. to Garfield Ave.	5	7.7	6	6.7
Garfield Ave. to Monroe Ave.	4	2.5	4	2.5

Most of the existing sidewalks are in poor condition. Several areas present safety hazards to pedestrians using the sidewalk. Some of the deficiencies are due to large trees within the narrow boulevard heaving the sidewalk panels resulting in raised segments of sidewalk, cracked panels, and offset joints. None of the existing pedestrian ramps do not meet current Americans with Disabilities Act (ADA) standards. Several short segments of sidewalk in various areas have been replaced in recent years and are in good condition.

The existing street system for Sherman Street is shown on Figures 1.1 & 1.2 in Appendix A. Photos of the existing street and sidewalks on Sherman Street are provided in Appendix B.

2. Proposed Improvements

The construction of all new street, curb and gutter, sidewalk and driveways is proposed. The new street will have a concrete curb and gutter with B-style curb and a bituminous pavement section. The proposed street widths are as follows:

- South Avenue to Belgrade Avenue: 44 feet (face of curb to face of curb)
- Belgrade Avenue to Garfield Avenue: 44 feet (face of curb to face of curb)
- Garfield Avenue to Monroe Avenue: 34 feet (face of curb to face of curb)

The proposed pavement section will conform to the City's standard for residential streets: 4 inches of bituminous base/surfacing, 14 inches of Class 5 aggregate base, and geotextile fabric or geogrid, all placed on a prepared subgrade. The construction of 4-inch diameter perforated edge drains along the back of the curb on both sides is proposed to provide subsurface drainage for the pavement section. The existing driveway aprons will also be replaced between the back of curb and back of sidewalk with new concrete aprons.

The existing sidewalks will be replaced with new concrete sidewalks. A minimum 5-foot sidewalk width will be used. Where existing sidewalks are wider than 5 feet wide, they will be replaced to match the existing widths. The sidewalks will meet Americans with Disabilities Act (ADA) standards for accessibility. Segments of sidewalk that have been recently replaced and are in good condition will be evaluated during the final design process and, if feasible, may be left in place. For the purposes of this report the estimated project costs assume that all the existing sidewalks will be removed and

replaced.

Boulevards will be restored with topsoil and seed in all disturbed areas. New residential street lights will also be installed on both street segments with the project. It is anticipated that the street light design will be the same as those used on recent residential reconstruction projects. The location of the new streetlights will be determined during the final design stage.

The proposed street and surface improvements for Sherman Street are shown on Figures 3.1 & 3.2 in Appendix A.

E. Trees within the Right of Way

There are 29 existing trees within the right of way on Sherman Street from South Avenue to Garfield Avenue. There are no boulevard trees in the segment from Garfield Avenue to Monroe Avenue. Many of the trees are very large and in some cases the base of the trunks fills the entire boulevard area. Some of the trees encroach into the existing sidewalk and curb. As mentioned previously, many of the existing sidewalk deficiencies are being caused by tree roots.

In the segments that have narrow boulevards, the construction of curb and gutter, sidewalk and, in some cases, sewer and water services will result in damage to the roots of the existing trees. While it is the City's policy to avoid removing trees whenever possible, it is recommended that all of the trees in the segments with less than a 6.5-foot-wide boulevard be removed with the reconstruction project. The removal is recommended due to concerns that construction activities could result in the weakening of the root structure and increase the probability that the tree will fall and damage property and/or cause injury. In some cases, trees located within the wider boulevard areas may also need to be removed. It is recommended that all existing ash trees be removed due to the threat of ash borer disease.

The following is an inventory of the existing trees on Sherman Street and a summary of the recommendations as to which trees should be removed or left in place and protected:

Address	Species	Size	Proposed Action
543 Nicollet Ave	Maple	34"	Remove - too large for blvd
543 Nicollet Ave	Maple	17"	Remove - too large for blvd
543 Nicollet Ave	Maple	20"	Remove - too large for blvd
542 Nicollet Ave	Ash	24"	Remove - ash
545 Belgrade Ave	Ash	17"	Remove - ash
545 Belgrade Ave	Ash	17"	Remove - ash
545 Belgrade Ave	Ash	7"	Remove - ash
545 Belgrade Ave	Ash	16"	Remove - ash
540 Belgrade Ave	Maple	29"	Remove - too large for blvd
540 Belgrade Ave	Maple	14"	Leave in place
409 Sherman St	Linden	28"	Remove - too large for blvd
409 Sherman St	Linden	22"	Remove - too large for blvd
415 Sherman St.	Maple	10"	Leave in place
415 Sherman St.	Maple	11"	Leave in place
500 Sherman St.	Maple	17"	Leave in place
503 Sherman St.	Linden	7"	Leave in place
503 Sherman St.	Linden	7"	Leave in place
516 Sherman St.	Maple	17"	Leave in place
602 Sherman St.	Maple	18"	Remove - too large for blvd
544 Page Ave	Ash	23"	Remove - ash
602 Sherman St.	Maple	16"	Remove - unhealthy tree
544 Page Ave	Ash	19"	Remove - ash
545 Grant Ave	Maple	5"	Leave in place
546 Grant Ave	Maple	18"	Leave in place
602 Grant Ave	Maple	16"	Leave in place
602 Grant Ave	Ash	21"	Remove - ash
546 Grant Ave	Maple.	24"	Leave in place
602 Grant Ave	Black Walnut	17"	Leave in place
543 Garfield Ave	Elm	47"	Remove - too large for blvd

III. Other Utilities

Other non-municipal owned utilities are present in the rights-of-way on Sherman Street. These include natural gas, electric, telephone and cable TV. The location and extent of existing non-municipal owned utilities will be verified using the Gopher One Call system.

IV. Pedestrian and Bicycle Accommodations

In 2016, the North Mankato City Council adopted a Complete Streets Policy directing that an examination of accommodations for pedestrian and bicycle travel be conducted in the preliminary design stage when existing streets are to be reconstructed. Pedestrian accommodations may include sidewalks (one side or both sides) or off-street multi-use trails. Bicycle accommodations may include designated on-street bike lanes, shared driving/bicycle lanes, or off-street multi-use trails.

It is proposed that new sidewalks having a minimum width of 5 feet be constructed on both sides of Sherman Street throughout the entire length from South Avenue to Monroe Avenue. The construction of accessible sidewalks on both sides of Sherman Street conforms to the City's Complete Streets guidelines for pedestrian access.

Sherman Street from South Avenue to Webster Avenue is designated as an on-street bike trail in the City's Trail System Master Plan. The two-block section of Sherman Street between South Avenue and Belgrade Avenue currently has dedicated on-street bicycle lanes. It is proposed that on-street bike lanes be provided with the new improvements in that two-block segment. It is proposed that the remainder of Sherman Street from Belgrade Avenue would remain as an on-street bike route and that the street be marked with share-the-road "sharrows" pavement markings.

V. Right of Way/Easements

To the extent possible, the project will be designed to limit construction of the proposed improvements to within the existing rights of way. Portions of the existing sidewalks may be located outside the right of way and other minor disturbances to private property may be necessary during construction of sidewalks, driveways, and services. Therefore, we recommend that temporary construction easements be obtained along the project frontage where required to accommodate these minor disturbances.

VI. Approvals/Permits

Approvals and permits are required from various agencies for the construction of the project. They include:

- MPCA General Construction Storm Water Permit
- Minnesota Department of Health (MDH) Plan Review for Watermain Construction
- Minnesota Department of Transportation Miscellaneous Work on Trunk Highway Right of Way Permit (for work extending south of South Avenue into MnDOT Right of Way)

VII. Estimated Project Cost Estimate and Financing

The estimated project costs are summarized in the following table.

Item	Estimated Cost
Sanitary Sewer Mainline and Services	\$352,000
Watermain Mainline and Services	\$546,800
Storm Sewer	\$1,007,500
Street and Surface Improvements/Street	\$2,334,300
TOTAL:	\$4,240,600
Municipal State Aid Advance	\$1,070,600
City/Special Assessment Cost	\$3,170,000

These cost estimates are based on public construction cost information from other recent projects similar in scope. A contingency factor has been included to provide for incidental and unforeseen items of work which may not be readily identifiable during the preliminary design stage. The estimated costs of engineering, administration, legal and financing are also included. Since the cost estimates are dependent on the cost of labor, materials, competitive bidding process, weather conditions, and other factors affecting the cost of construction, all cost estimates are opinions for general information and no warranty or guarantee as to the accuracy of construction cost is made. Therefore, financing for this project should be based upon actual competitive bid prices with reasonable contingencies.

It is anticipated that funding for the proposed street and utility improvements would be provided by a combination of Municipal State Aid Funds, special assessments, bond funds, and/or utility funds. According to the City's assessment policy and past practices for calculating assessments, the proposed improvements are assessable to the benefitting properties as follows:

- Street Reconstruction, Sidewalks, Driveways, Sanitary Sewer, Watermain, Storm Sewer, Street Lights: 40% Assessable, 60% City Cost
- Sanitary Sewer Services: 100% Assessable
- Water Services: 100% Assessable

Street and surface reconstruction (pavement, curb & gutter, sidewalks, driveways, streetlights) and storm sewer reconstruction costs are assessed on a front footage basis. Sanitary sewer and watermain costs, including services, are assessed on a per connection basis.

Applying these assessment rates to the project costs results in the following range of unit costs for the assessable items for McKinley Avenue:

- Sanitary Sewer Main Line (40%): \$2,320 per connection
- Sanitary Sewer Services (100%): \$3,000 per connection
- Watermain Mainline (40%): \$4,198 per connection
- Water Services (100%): \$3,175 per connection
- Street & Surface/Storm Sewer/Street Lights (40%): \$286 per foot

The calculated total estimated assessment for the residential properties ranges from approximately \$12,700 to approximately \$51,000. Most of the calculated assessment amounts appear to be unreasonably high. In accordance with the assessment policy and past practice, the Council can limit the total assessment for each property to a more reasonable amount.

The lot configuration along Sherman Street is very similar to the past reconstruction projects on Jefferson Avenue, Tyler Avenue, Harrison Avenue, and McKinley Avenue, although on Sherman

Street, many of the lots are the longer sides of corner lots rather than the front of the lot. The assessment cap used for the 2022 McKinley Avenue project was \$7,500. Considering the increases in construction cost since 2022, it is recommended that the City Council increase the assessment cap for the Sherman Street Improvement Project.

Assessment proceedings (hearings, notices, etc.) for the project would follow the requirements of Chapter 429 of the Minnesota State Statutes. Detailed assessment rolls will be prepared once the Preliminary Engineering Report has been approved and a date has been set for the Improvement Hearing.

VIII. Proposed Project Schedule

The following is the proposed schedule for the project.

Date	Task
October 16, 2023	Resolution Receiving Report and Calling for Hearing on Improvements
Week of October 20, 2023	Neighborhood Meeting
November 6, 2023	Improvement Hearing
January 2, 2024	Resolution Approving Plans and Specifications and Authorizing Advertisement for Bids
February 6, 2024	Open Bids
March 18, 2024	Assessment Hearing
March 18, 2024	Resolution Adopting Assessment and Resolution Awarding Contract
Early May	Begin Construction (Approx.)
Late September	End Construction (Approx.)

IX. Conclusion and Recommendations

The existing street/surface improvements and utilities on Sherman Street are deteriorated and in need of repair. If the infrastructure is not replaced, maintenance costs will continue to rise as further deterioration occurs, and the infrastructure will ultimately fail. We recommend proceeding with the sanitary sewer, watermain, storm sewer and street and surface improvements outlined in this report.

From an engineering standpoint, the improvements recommended in this report are feasible, cost effective, and necessary, and can best be accomplished by letting competitive bids for the work. Feasibility is contingent upon City Council findings with respect to project financing.

We recommend that the Council accept this report and call for a hearing on the proposed improvements to solicit further public input on this project.

Appendix A: Figures

Figures 1.1 & 1.2: Existing Conditions

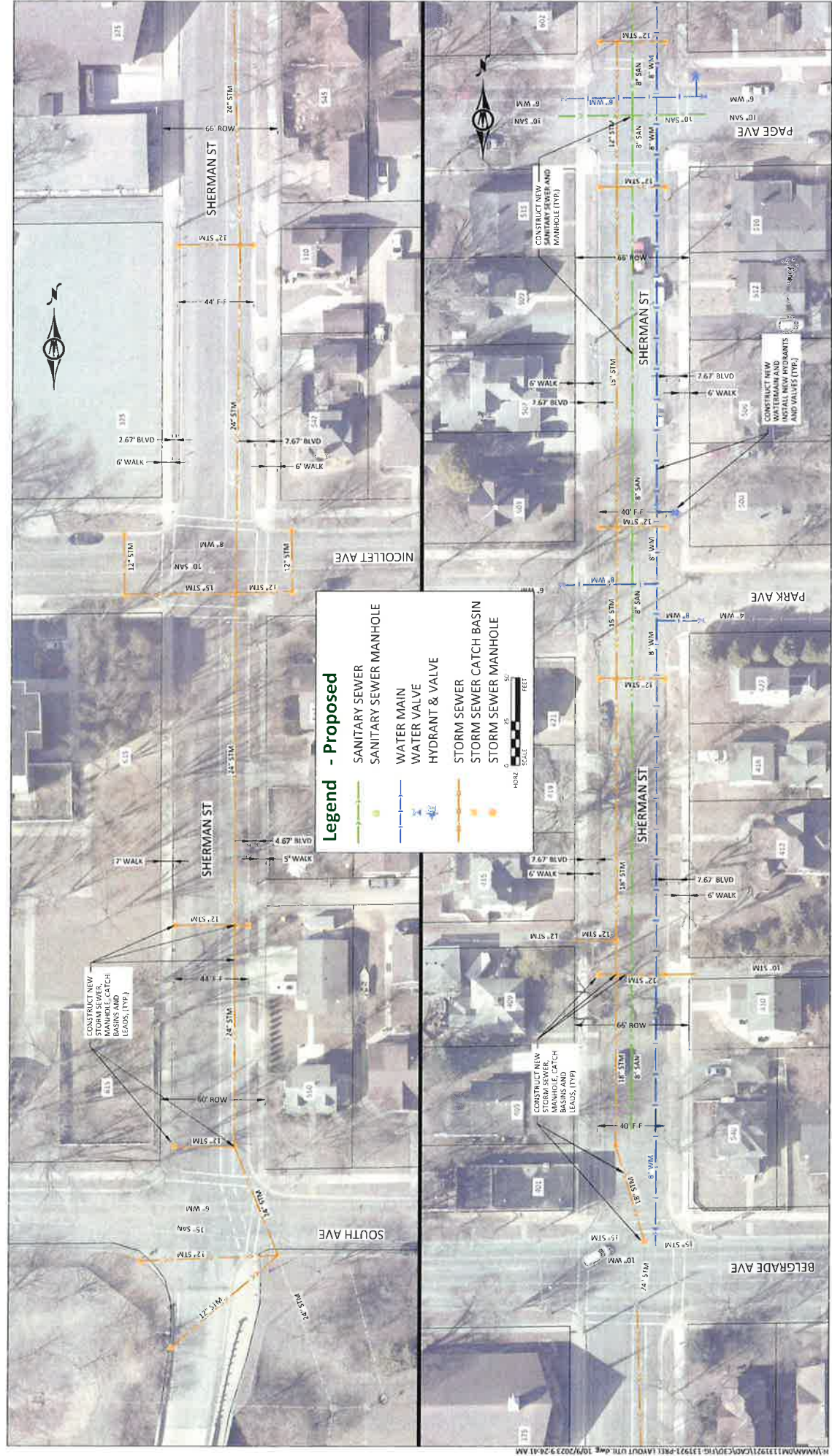
Figures 2.1 & 2.2: Proposed Utility Improvements

Figures 3.1 & 3.2: Proposed Street and Surface Improvements






SHERMAN STREET IMPROVEMENTS
 CITY OF NORTH MANKATO



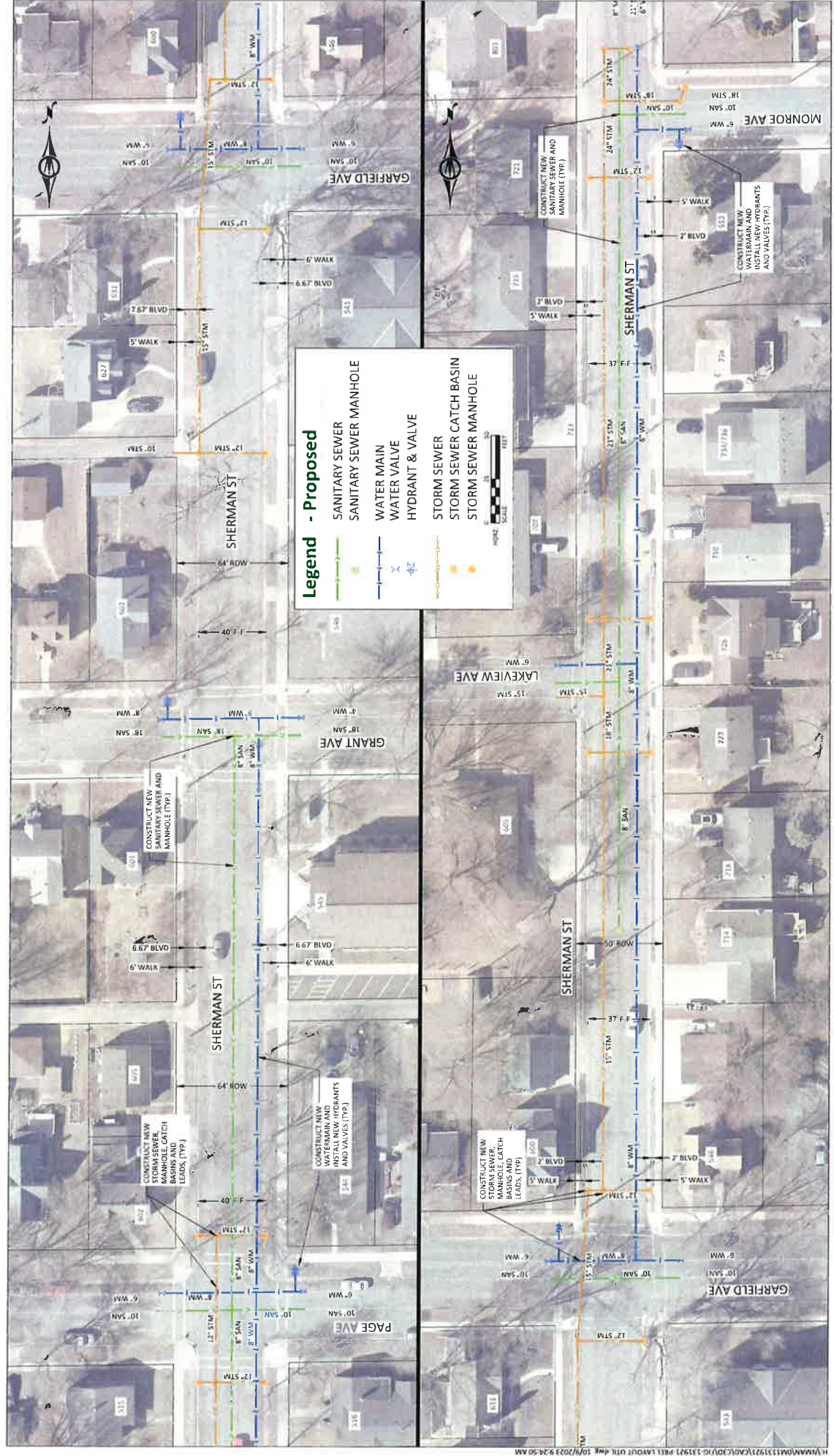


FIG. 3.2 - PROPOSED STREET AND SURFACE IMPROVEMENTS

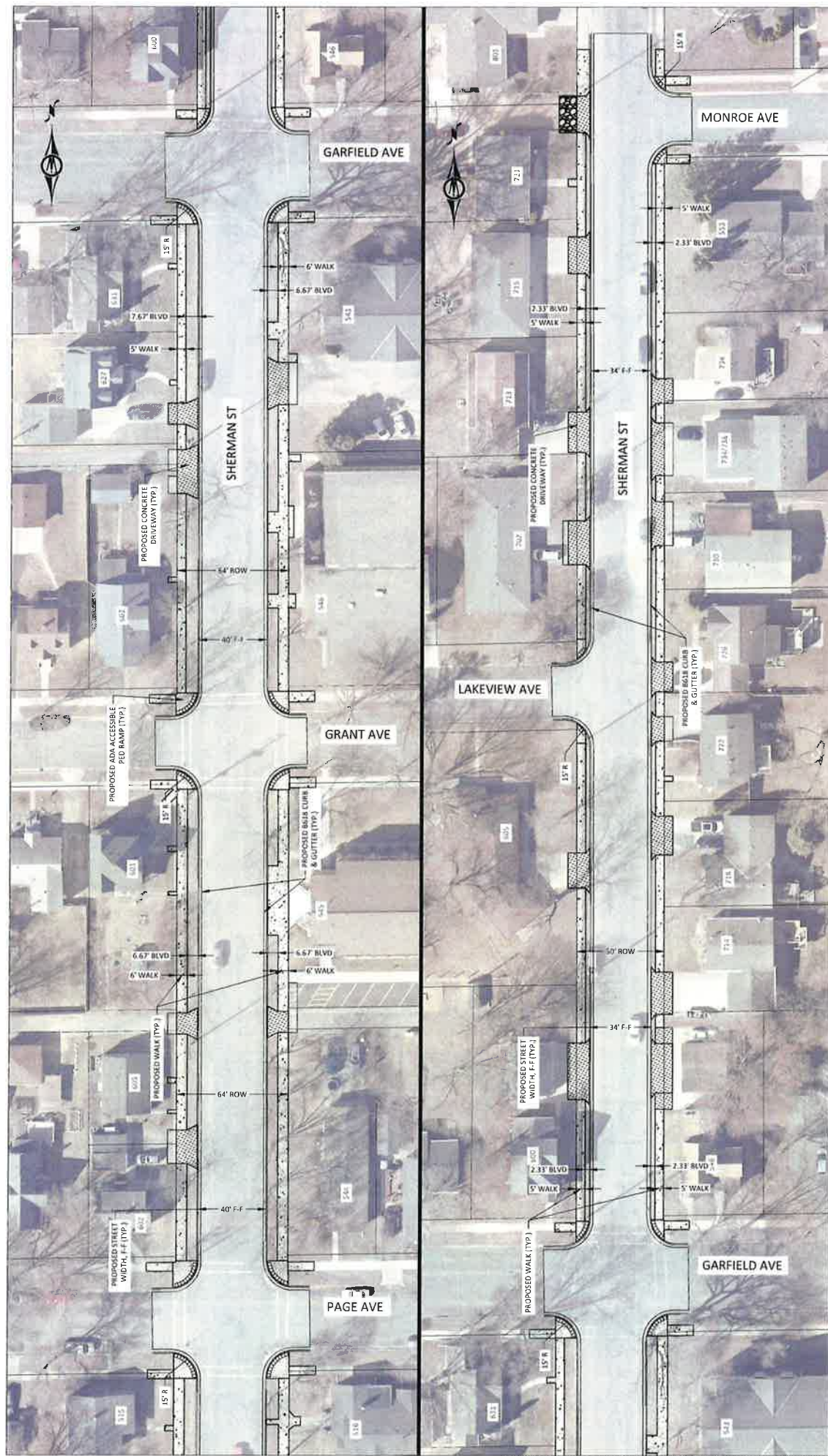
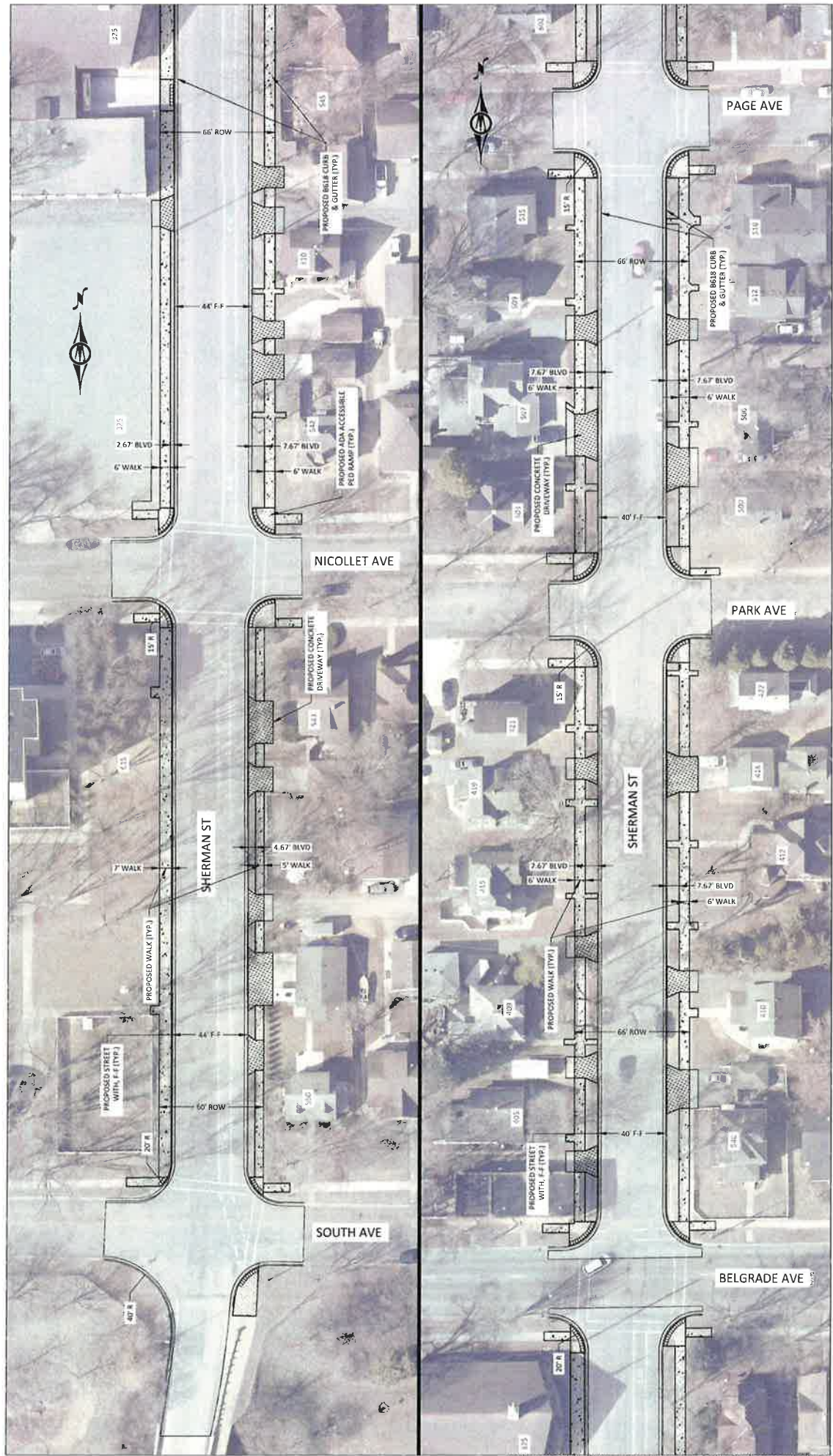
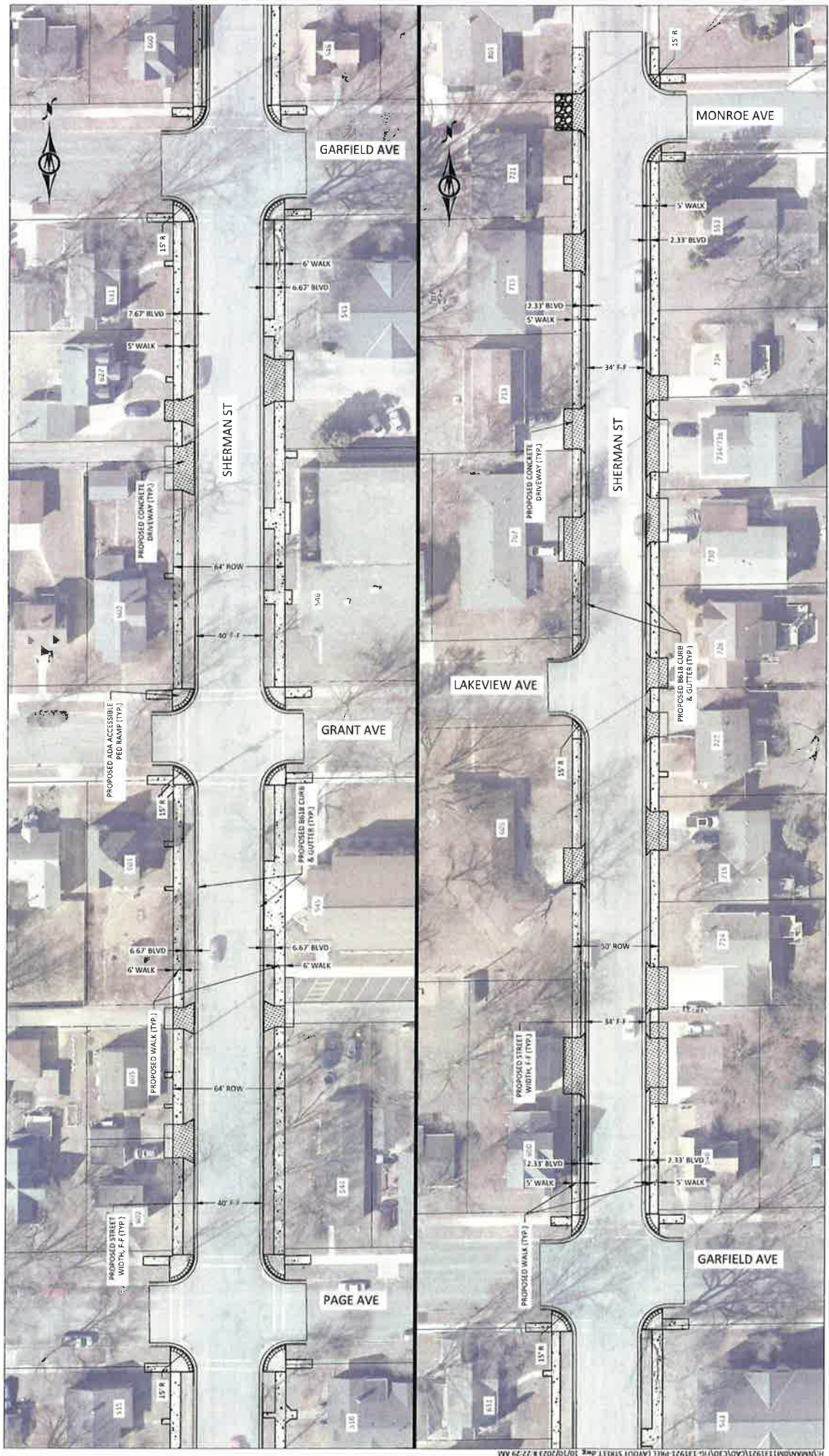
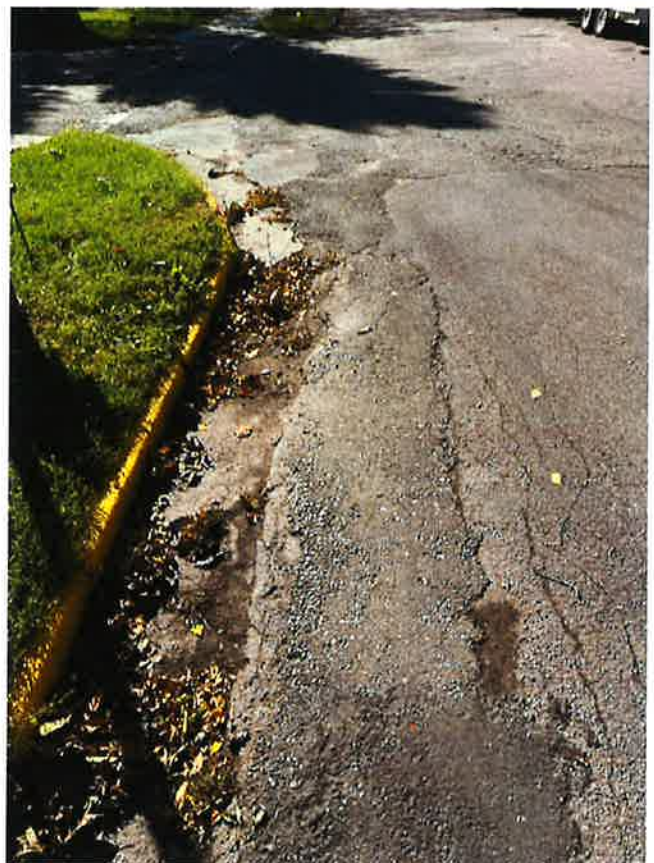


FIG. 3.1 - PROPOSED STREET AND SURFACE IMPROVEMENTS





Appendix B: Photos





CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 10B	Dept: City Engineer	Council Meeting Date: 10/16/23																												
TITLE OF ISSUE: Consider Resolution Approving Bid Project No. 23-09 B Range Street Watermain Improvement Project.																														
BACKGROUND AND SUPPLEMENTAL INFORMATION: City Engineer Sarff will review the bids and provide a recommendation.																														
<i>If additional space is required, attach a separate sheet</i>																														
REQUESTED COUNCIL ACTION: Adopt Resolution Approving Bid Project No. 23-09 B Range Street Watermain Improvement Project.																														
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Peterson</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Oachs</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Whitlock</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Carlson</td> </tr> </table>	Aye	Nay		_____	_____	Steiner	_____	_____	Peterson	_____	_____	Oachs	_____	_____	Whitlock	_____	_____	Carlson	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) _____ _____ _____ _____		Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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RESOLUTION ACCEPTING BID
PROJECT NO. 23-09 B RANGE STREET
WATERMAIN IMPROVEMENT PROJECT

WHEREAS, pursuant to an advertisement for bids for Project No. 23-09 B Range Street Watermain Improvement Project, bids were received, opened, and tabulated according to the law, and the following bids were received complying with the advertisement:

Bidder	Bidding Option 1	Bidding Option 2
Holtmeier Construction	\$196,647.00	No bid submitted
W.W. Blacktopping, Inc.	\$271,815.00	No bid submitted
GM Contracting, Inc.	\$308,660.15	\$336,805.74

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA that the mayor and clerk are hereby authorized and directed to enter into the attached contract with Holtmeier Construction, Inc. of Mankato, MN in the name of the City of North Mankato for Project No. 23-09 B Range Street Watermain Improvement Project, according to the plans and specifications therefor approved by the city council and on file in the office of the city clerk.

BE IT FURTHER RESOLVED, that the city clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.

Adopted by the City Council this the 16th day of October 2023.

Mayor

Attest:

City Clerk



Real People. Real Solutions.

1960 Premier Drive
Mankato, MN 56001-5900

Ph: (507) 625-4171
Fax: (507) 625-4177
Bolton-Menk.com

MEMORANDUM

Date: October 12, 2023

To: Kevin McCann, City Administrator
Luke Arnold, P.E., Public Works Director

From: Daniel R. Sarff, P.E., City Engineer

Subject: Bid Award Recommendation
Range Street Watermain Improvement Project
City Project No. 23-09 B
BMI Project No. 0M1.131632

Bids were received and opened on Wednesday, October 11, 2023, at 11:00 am for the Range Street Watermain Improvement project. This project would provide a 12" watermain loop along the segment of Range Street from Webster Avenue to Cross Street as shown on the attached drawing. The 12" watermain loop is required to accommodate the Norwood Inn redevelopment project that is currently in progress.

The bidding documents provided for two bidding options:

- Bidding Option 1: Open Cut Construction
- Bidding Option 2: Trenchless Construction

Bidders were allowed to submit bids based on either or both of the bidding options. Three (3) bids were received, and the results of the bids are tabulated below:

Bidder	Bidding Option 1	Bidding Option 2
Holtmeier Construction, Inc.	\$196,647.00	No bid submitted
W.W. Blacktopping, Inc.	\$271,815.00	No bid submitted
GM Contracting, Inc.	\$308,660.15	\$336,805.74
Engineer's Estimate	\$221,350.00	\$232,600.00

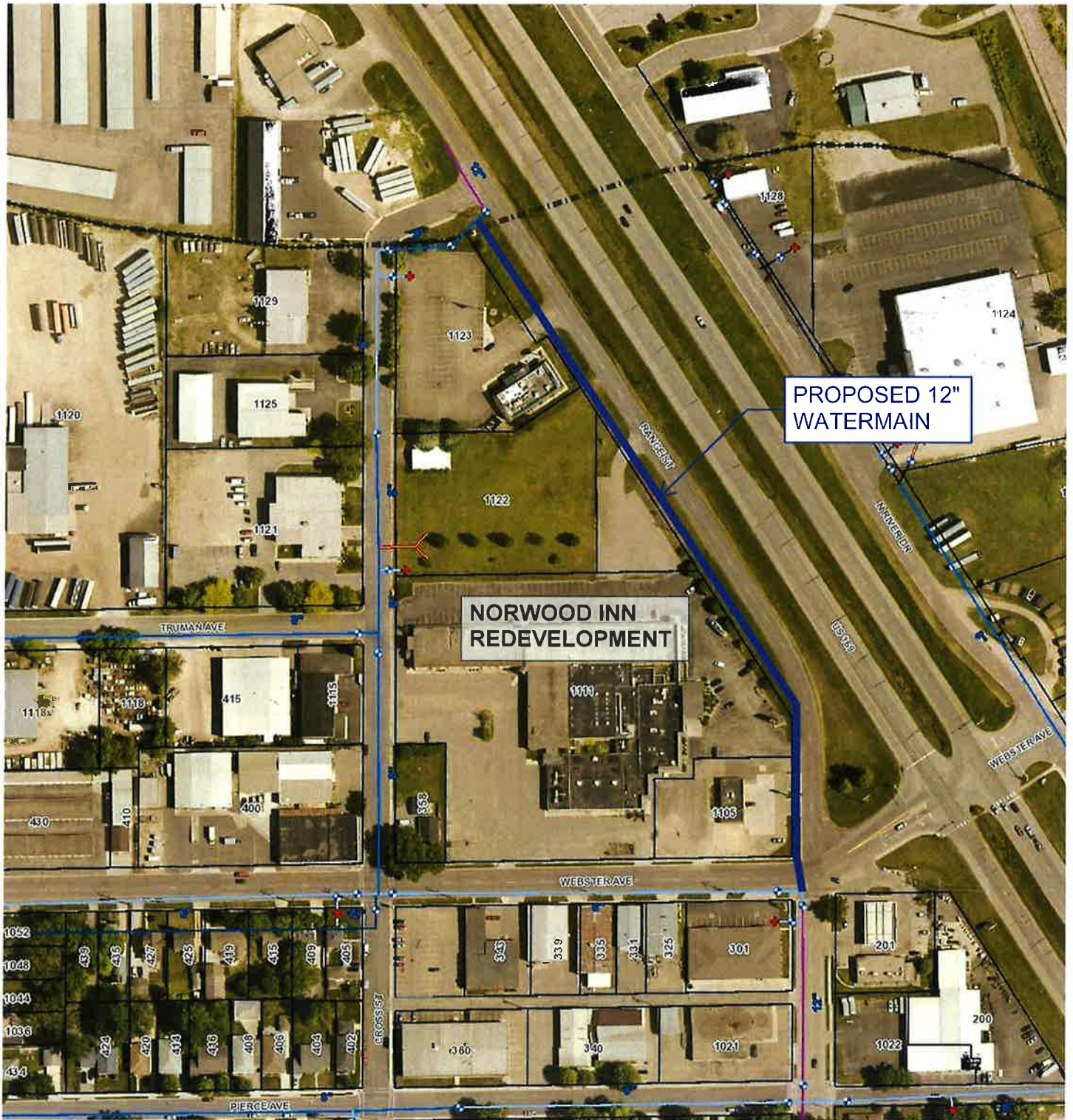
The low bid is for Bidding Option 1 submitted by Holtmeier Construction, Inc. from Mankato, Minnesota. The low bid is approximately 11% below the Engineers Estimate and approximately 28% below the next lowest bid for that bidding option. Based on past performance on similar projects in previous years, it is our opinion that Holtmeier Construction, Inc., is qualified to perform the work required under this contract.

A portion of the proposed watermain construction is within the Highway 169 right of way. A MnDOT permit application has been prepared and submitted, but the approved permit has not yet been received by the City. Correspondence with MnDOT staff indicates that the proposed watermain construction will not be an issue, and the permit will be forthcoming.

Memorandum
October 12, 2023
Page 2

We hereby recommend that Holtmeier Construction, Inc. be awarded Bidding Option 1 for a contract amount of \$196,647.00. It is recommended that the notice to proceed not be issued until the City receives the approved MnDOT permit.

Please feel free to contact me if you have any questions or if you need any additional information.



PROPOSED 12"
WATERMAIN

NORWOOD INN
REDEVELOPMENT



0 200 Feet



**BOLTON
& MENK**

Real People. Real Solutions.

Disclaimer:

This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, information, and data located in various city, county, and state offices, and other sources affecting the area shown, and is to be used for reference purposes only. The City of North Mankato is not responsible for any inaccuracies herein contained.

**NORTH
MANKATO**
MINNESOTA

**RANGE STREET WATERMAIN IMPROVEMENT
PROJECT, CITY PROJECT NO. 23-09 B**

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 10C	Dept: Community Dev.	Council Meeting Date: 10/16/23																												
TITLE OF ISSUE: Consider Preliminary and Final Plat of Romey Hinz Addition. A replat of lots 7, 8, and 9, North Mankato Original Plat. A request from Belgrade Business Center, LLC.																														
BACKGROUND AND SUPPLEMENTAL INFORMATION: Community Development Director Fischer will review the proposed preliminary and final plat.																														
<i>If additional space is required, attach a separate sheet</i>																														
REQUESTED COUNCIL ACTION: Approve Preliminary and Final Plat of Romey Hinz Addition. A replat of lots 7, 8, and 9, North Mankato Original Plat. A request from Belgrade Business Center, LLC.																														
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Peterson</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Oachs</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Whitlock</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Carlson</td> </tr> </table>	Aye	Nay		_____	_____	Steiner	_____	_____	Peterson	_____	_____	Oachs	_____	_____	Whitlock	_____	_____	Carlson	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) _____ _____ _____ _____ _____		Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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ROMEY HINZ ADDITION
PRELIMINARY AND FINAL PLAT

THE CITY OF NORTH MANKATO

SUBJECT: Preliminary & Final Plat of Romey Hinz Addition
APPLICANT: Belgrade Business Center, LLC
LOCATION: Lots 7,8 and 9, Block 2, North Mankato Original Plat
EXISTING ZONING: Central Business District (CBD)
DATE OF HEARING: October 12, 2023
DATE OF REPORT: October 4, 2023
REPORTED BY: Mike Fischer, Community Development Director

APPLICATION SUBMITTED

Request to replat Lots 7, 8 and 9, Block 2, North Mankato Original Plat

COMMENT

In 2019, the applicant submitted a preliminary and final plat of Romey Hinz Addition which the Planning Commission recommended approval of. Upon review by the City Council, there was no formal action taken as the Council requested that a pedestrian access easement be incorporated to allow public access on an existing sidewalk located on the west side of the Frandsen Bank building between the Belgrade sidewalk to the parking lot. Since that time, the replatting application had remained idle as full development of the property never occurred.

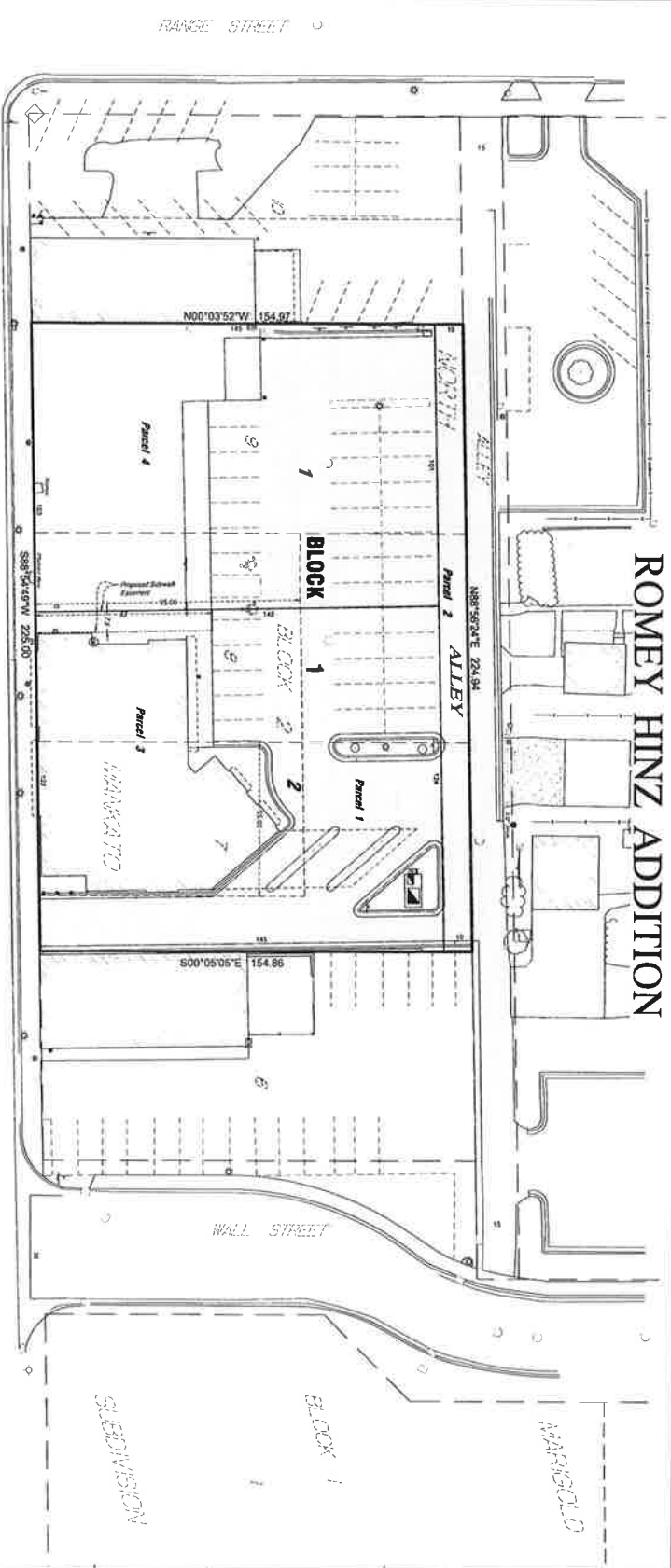
The 2019 replat was requested to accommodate the construction of a new Fransen Bank and a proposed new restaurant on property previously occupied by a gas station and bank drive-thru. While the bank was constructed, the restaurant was never built,

While there is not a proposed development on the vacant land next to Frandsen Bank at this time, the property owner is requesting to replat the property to prepare it for future development. Attached as Exhibit A is the preliminary plat of Romey Hinz Addition which shows the property including Frandsen Bank, the parking lot and vacant property adjacent to the bank which is available for development. Exhibit B is the final plat of Romey Hinz Addition which is a two-lot subdivision with Frandsen Bank on Lot 2 and Lot 1 which would accommodate future development. As the parking lot is located on both Lots 1 and 2, the owner will have a formal parking and maintenance agreement with the future owner of Lot 1.

As requested by the City Council, shown on Exhibit C, is the location and description of a public pedestrian access along the west side of Frandsen Bank. Upon approval of the plat, the applicant will sign and record a formal access easement allowing public pedestrian access from the Belgrade Avenue sidewalk to the parking lot.

RECOMMENDATION

Staff recommends approval of the preliminary and final plat of Romey Hinz Addition.



Lot 7, B & S, North Marion, Nicollet County, Minnesota

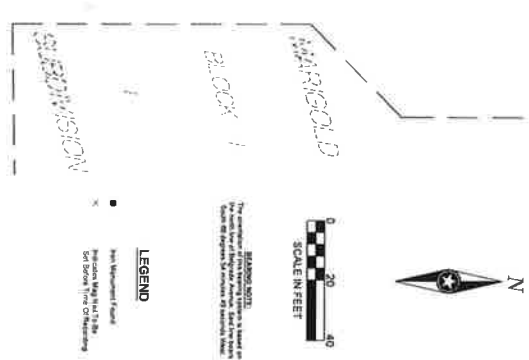
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PROJECT #	18-02256
CUSTOMER NAME	2228 PRAT
ORDER BY	64
DESIGNED BY	*
REMOVED BY	*
ORIGINAL ISSUE DATE	05/03
CUSTOMER PROJECT NO.	
TIME	

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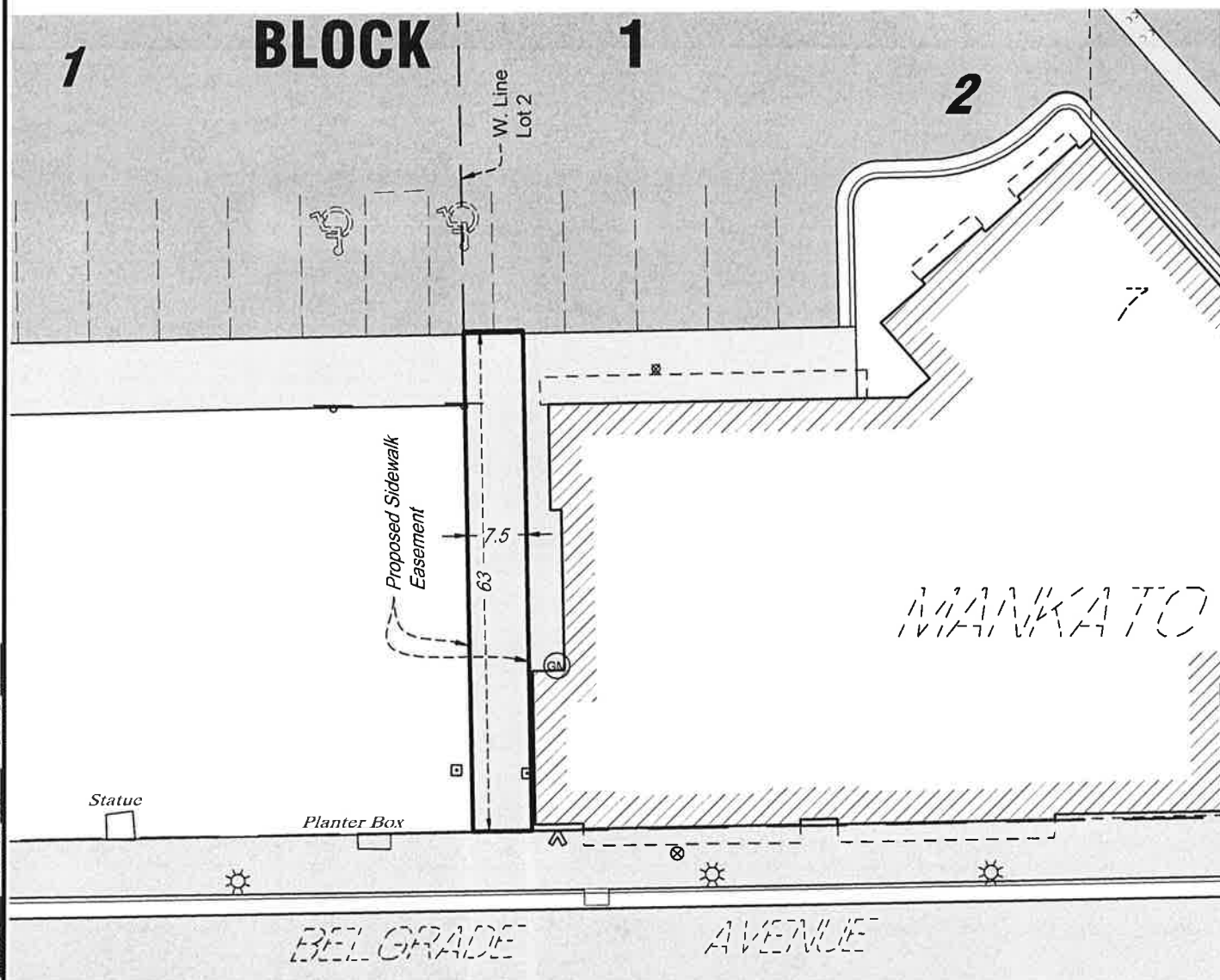
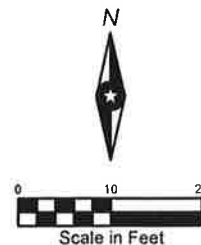


224.94°E 56.56°N



PROPOSED PUBLIC PEDESTRIAN ACCESS EASEMENT:

An easement for public pedestrian access over and across the West 7.50 feet of the South 63.00 feet of Lot 2, Block 1, Romey Hinz Addition, according to the recorded plat thereof, City of North Mankato, Nicollet County, Minnesota.



PROPOSED ACCESS EASEMENT

PROJECT NO. 22256
 CAD FILE NAME 2009.002.006
 PLOT DATE 3/20/11
 DRAWN BY JH



THIS DOCUMENT IS THE
 PROPERTY OF I&S
 GROUP, INC. THEY MAY NOT
 BE USED, COPIED OR
 DUPLICATED WITH-OUT
 PRIOR WRITTEN CONSENT.

PROJECT

**BELGRADE
 AVENUE
 DEVELOPMENT**
 NORTH MANKATO, MINNESOTA

SHEET

1

OF 1

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 10D	Dept: Administration	Council Meeting Date: 10/16/23																																																					
TITLE OF ISSUE: Consider Resolution to Adopt and Allocate Funds for an Outdoor Fitness Court as Part of the 2024 National Fitness Campaign.																																																							
BACKGROUND AND SUPPLEMENTAL INFORMATION: City Administrator McCann will review the resolution and report on the public survey responses, the request for donations, and the potential budget adjustments.																																																							
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RESOLUTION TO ADOPT AND ALLOCATE FUNDS FOR AN OUTDOOR FITNESS COURT® AS PART OF THE 2024 NATIONAL FITNESS CAMPAIGN

At a meeting of the North Mankato City Council held on October 2, 2023 wherein the following action was taken:

WHEREAS, the CITY OF NORTH MANKATO has submitted a Grant Application to National Fitness Campaign (NFC) for participation in their 2024 initiative to install and activate outdoor Fitness Courts® in 200 cities and schools across the country; and

WHEREAS, the CITY OF NORTH MANKATO will accept a \$50,000 National Grant from our NFC Grant Committee and Statewide Partners, and provide a local match in the amount of \$110,000 Approved by NFC Grants Committee to promote and implement a free-to-the-public outdoor Fitness Court®; and

WHEREAS, the CITY OF NORTH MANKATO will secure supplemental funding as needed through community sponsors, which will be made available and committed to this program for the purchase of the outdoor Fitness Court®; and

WHEREAS, the CITY OF NORTH MANKATO will commit to construction and launch of the outdoor Fitness Court® by the end of the 2024 calendar year, and;

WHEREAS, the North Mankato City Council believes the outdoor Fitness Court® is an important wellness ecosystem that supports healthier communities, commits to funding/fundraising to participate in NFC's 2024 Campaign, and will earn local and national recognition as a leader in providing affordable health and wellness.

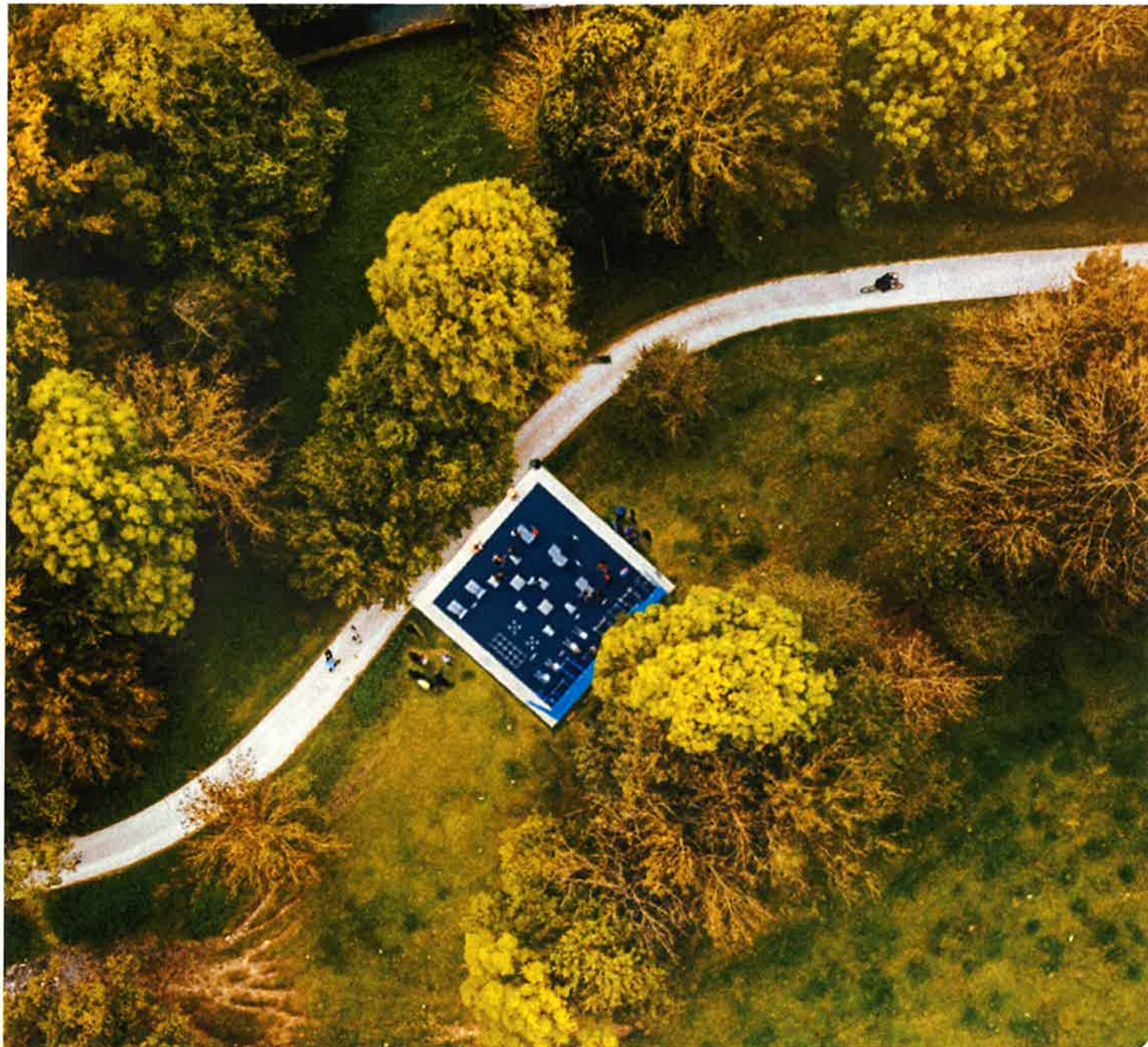
NOW THEREFORE BE IT RESOLVED that the North Mankato City Council will collaborate with NFC to implement the outdoor Fitness Court® and make fitness free to community residents and visitors.

Adopted by the City Council this 2nd day of October 2023.

Mayor

ATTEST:

City Clerk



DESIGN GUIDELINES SITE PLANNING CRITERIA

Strategies and Tools for successful Fitness Court® Integration



Site Planning Key Factors + Requirements

The following strategies are noted to help guide site placement of a Fitness Court[®] within the selected location. After the site is determined, there are several key factors to consider when placing the Fitness

Court[®] within the park itself. These tools are meant to be deployed in all instances that will help guide and inform all planning processes - this ensures the ideal location within the park or along a trail is identified

leading to higher usage of the Fitness Court over time, and encourages the maximum number of users.

LOCATION

When possible, the Fitness Court[®] should be placed along an active local or regional trail, significant natural element such as a body of water, and in a prominent location. It is also recommended to situate the Fitness Court[®] within a cluster of existing park amenities near a basketball or tennis court, soccer field, or other similar recreation amenities.



ORIENTATION

The Fitness Court[®] should be oriented in a way that provides the greatest visibility to adjacent park users. The Fitness Court[®] should not face a wall or fence. See below for further explanation. Fitness Court[®] should be perpendicular to wall for sight-line safety and visibility concerns.



BUFFER ZONE

The Fitness Court[®] should not be located within 25' of a wall or fence. This obscures all views to the back mural wall and could potentially create unsafe zones near the Fitness Court. Setbacks between 18"-24" are encouraged as are 6" curb to deal with certain site grading conditions. Ideally a 2-3' buffer is maintained between the Fitness Court, and sealwall or curb.



SAFETY

The Fitness Court[®] should be placed in an area of the park that can be monitored by surrounding residential and civic land uses. This helps keep "eyes" on the facility at all times of day and ensures there is no mis-use occurring during off-peak hours. In addition, when placed in the ideal location, there will be fewer opportunities for graffiti tagging and other defacement of city property.



VISIBILITY

In order to ensure the safety of its users, the Fitness Court[®] should be positioned in a way that does not obscure sight-lines onto the front of the facility. Fitness Courts[®] should be placed parallel to walkways, and face outward for maximum view-sheds.



Site Planning Key Factors + Requirements

CONNECTIVITY

Active regional trails help connect neighborhoods to parks and other recreational amenities. When available, Fitness Courts[®] should be placed no more than 10' from an active trail to encourage users along the path of travel. In instances where multiple Fitness Courts[®] are located within a city, this begins to connect the network promoting health and wellness in the locale.



DISTANCE

All Fitness Courts[®] should be placed 150' away from a playground or BBO facility. This setback requirement should help deter children from playing on the Fitness Court[®], and prevent any foot waste or hot coals on the surface itself. Exceptions can be made in certain situations where site constraints are present, or there is proper fencing or landscape buffers around the adjacent park uses to discourage use by individuals 14 and under.



SITE INFRASTRUCTURE

Once the Fitness Court[®] is constructed, we encourage partners to integrate other site furnishings such as bike racks, water fountains, benches, shade structures, sight lighting etc. This can extend the use-life of the Fitness Court[®] into the evening hours and during hot summer months.



LAND USE

The Fitness Court[®] is designed for users 14+. It should be placed in an appropriate land use designation that encourages high use i.e. parks, along trails, high schools, colleges etc. The Fitness Court should not be placed near an elementary school, middle school or leisure park. It should be placed in developed park areas that have like amenities such as a basketball courts, tennis courts, or pickleball field.



Do's and Don'ts | Case Studies

Below are a series of use cases for the Fitness Court™. This is meant to be a quick planning tool for all partners to help deter-

mine the most appropriate placement and finishing of the Fitness Court. In instances where the proposed location is unclear,

the NFC design team will assist to further understand implications of the discussed site.

Best Use Cases for Fitness Court Placement

ACCESS

Walking + Cycling Infrastructure



Required to have direct access to the Fitness Court™ from the adjacent trail for ADA purposes.



Don't place the Fitness Court™ in an undeveloped open space. Future park master plans must be approved and funding secured if considering an undeveloped site.

LOCATION

Proximity



Do place the Fitness Court™ near active trail, cycling, or walking loop



Don't place the Fitness Court near a playground or splashpad facility

Do's and Don'ts | Case Studies

ORIENTATION + SAFETY BUFFER

Setbacks + Distances



Do place Fitness Court at least 25' away from vertical structure i.e brick wall, any type of fencing. The Fitness Court should be oriented perpendicular to the vertical surface. Do create open visual sightlines around Fitness Court™



Don't place the Fitness Court™ directly up against a fence or wall. This creates zones where individuals could potentially hide which could encourage misuse of the Fitness Court™ or lead to vandalism of city property.

EDGE CONDITIONS

Surrounding Surfaces



Acceptable edge conditions include grass, landscape planting, mulch, hardscape or other rubber surfacing material



Unacceptable edge conditions include gravel, sand and decomposed granite. This poses a huge maintenance issue.

Conceptual Park Design: Fitness Court Integration

The graphic below depicts an ideal recreation opportunities, and integrates various site furnishings to compliment the Fitness Court¹. In addition there are several regional trail connections and a nice internal walking loop trail for users to enjoy. There are on site restroom facilities and a dining area that is spaced appropriately away from the Fitness Court¹ to avoid food and beverages from spilling on the surface.

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Free, Fun and Fully Accessible Fitness Court Network

Acceptable Adjacent Amenities



Basketball



Tennis



Pickleball



Soccer

Unacceptable Adjacent Amenities



Playground



Splashpad



BBQ



PLACEMENT IS CRITICAL

"Being able to walk to a state-of-the-art fitness center and now this beautiful park, only enhances the desirability of the area. We are proud to see so many people choosing to call Northwest Huntsville home."

-Huntsville, AL District 1 Council Member
Deyn Keim





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