



Classification and Compensation Presentation to City Council



DDA

Human Resources, Inc.
a David Drown Associates Company

Agenda

Who We Are

Project Plan/ Goals

Findings and Analysis

Answer Questions

David Drown Associates

Nearly 20 years of
experience working
with cities and
counties in
Minnesota

With staff having
practical experience
in the public sector,
we understand local
government

We have worked with
over 450 government
clients

We base our business
on our clients'
needs. We expanded
to include HR to
assist our clients

Dr. Tessia Melvin

Leads Practice Area

Worked 15 years in City and County government
Former City Administrator

Received Doctorate in Public Administration

Kelly Jones

Project Coordination and Talent Management experience

Experienced technical analyst and compensation consultant

Bachelor of Arts degree in Psychology and his Master of Science degree in Industrial and Organizational Psychology

Our Team

Mark Goldberg

George Gmach

Roxanne Chmielewski

Melanie Ault

David Drown

Project Scope

- ▶ 2022: Market Analysis, Pay Grid Calibration and Budget Implementation
- ▶ 2023, 2024 and 2025: Ongoing Maintenance
 - ▶ Review 1/3 of job descriptions
 - ▶ Rewrite job descriptions
 - ▶ Review current classifications
 - ▶ Market Analysis
 - ▶ Pay Equity
 - ▶ LMC Salary Data
 - ▶ HR Assistance
 - ▶ Job writing and classification

2022 Project Overview

Initial Meeting
with Project
Team

Market Analysis

Calibrate a Pay
Structure

Review Results
and Prepare
Budget
Implementation

Working Committee

- ▶ Eric Hanson: Parks
- ▶ Rudy Kleist: Water
- ▶ John Beaty: Streets
- ▶ Michelle Zimmerman: Library
- ▶ Vicki Trudeau: Finance
- ▶ Matt Lassonde: Community Development/ Building Inspections
- ▶ Shawn Morgan: Lieutenants
- ▶ Andy Paulson: Patrol
- ▶ Tanya Junker: Sr. Police Secretary
- ▶ Nate Host: PW Director
- ▶ April Van Genderen: Clerks/ HR Office
- ▶ Jessica Ryan: Interim Finance Director

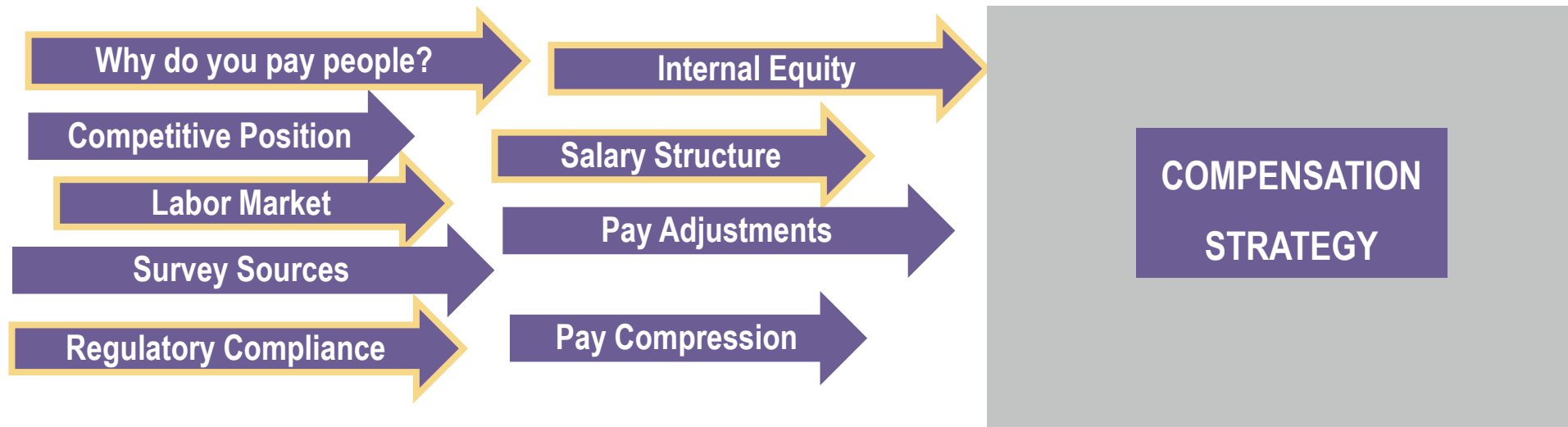
Market Analysis

Market Comparison

- ▶ For each position the percentage difference has been calculated between the City's figure and the market.
- ▶ If the figure is:
 - Positive (+) : Figure indicates that the City pays above the market
 - Negative (-) : Figure indicates that the City pays below the market
- ▶ The following guidelines are used when determining the competitive nature of current actual compensation:
 - ▶ +/- 5% (Highly Aligned with the market)
 - ▶ +/- 10% (Aligned with the market)
 - ▶ +/- 11-15% (Possible misalignment with the market)
 - ▶ > 15% (Significant misalignment with the market)

Pay Philosophy

- To achieve their goals North Mankato will consider the following factors when designing a Pay Philosophy:



- Where does the City want to pay compared to the market? Some places want their pay to be right at market (usually the median or 50th percentile of the market, while others want to be a bit above or a bit below.

Council Approved Benchmarks

- ▶ City of Albert Lea
- ▶ City of Anoka
- ▶ City of Bell Plaine
- ▶ City of Brainerd
- ▶ City of Buffalo
- ▶ City of Fairmont
- ▶ City of Farmington
- ▶ City of Hutchinson
- ▶ City of Marshall
- ▶ City of New Ulm
- ▶ City of Northfield
- ▶ City of Rogers
- ▶ City of Saint Peter
- ▶ City of Waseca
- ▶ City of Worthington

Spotlight Communities

- ▶ Blue Earth County
- ▶ City of Mankato
- ▶ Nicollet County
- ▶ MN DOT
- ▶ Lake Crystal

Current Compensation System

- ▶ Each grade has 5 steps
 - ▶ With 3% between steps
 - ▶ After step 5, employees have 17% range to be used if warranted for merit pay
 - ▶ 31% wage spread from minimum rate to maximum rate
 - ▶ Merit can be determined by performance review and supervisor

Findings and Analysis

- ▶ Market Comparison
 - ▶ When DDA compares the market data collected, we find that the City’s current pay grid is calibrated at:

	Current Min of Structure compared w Benchmark Min	Current Max of Structure compared w Benchmark Max
All Positions	4% below	4% Below

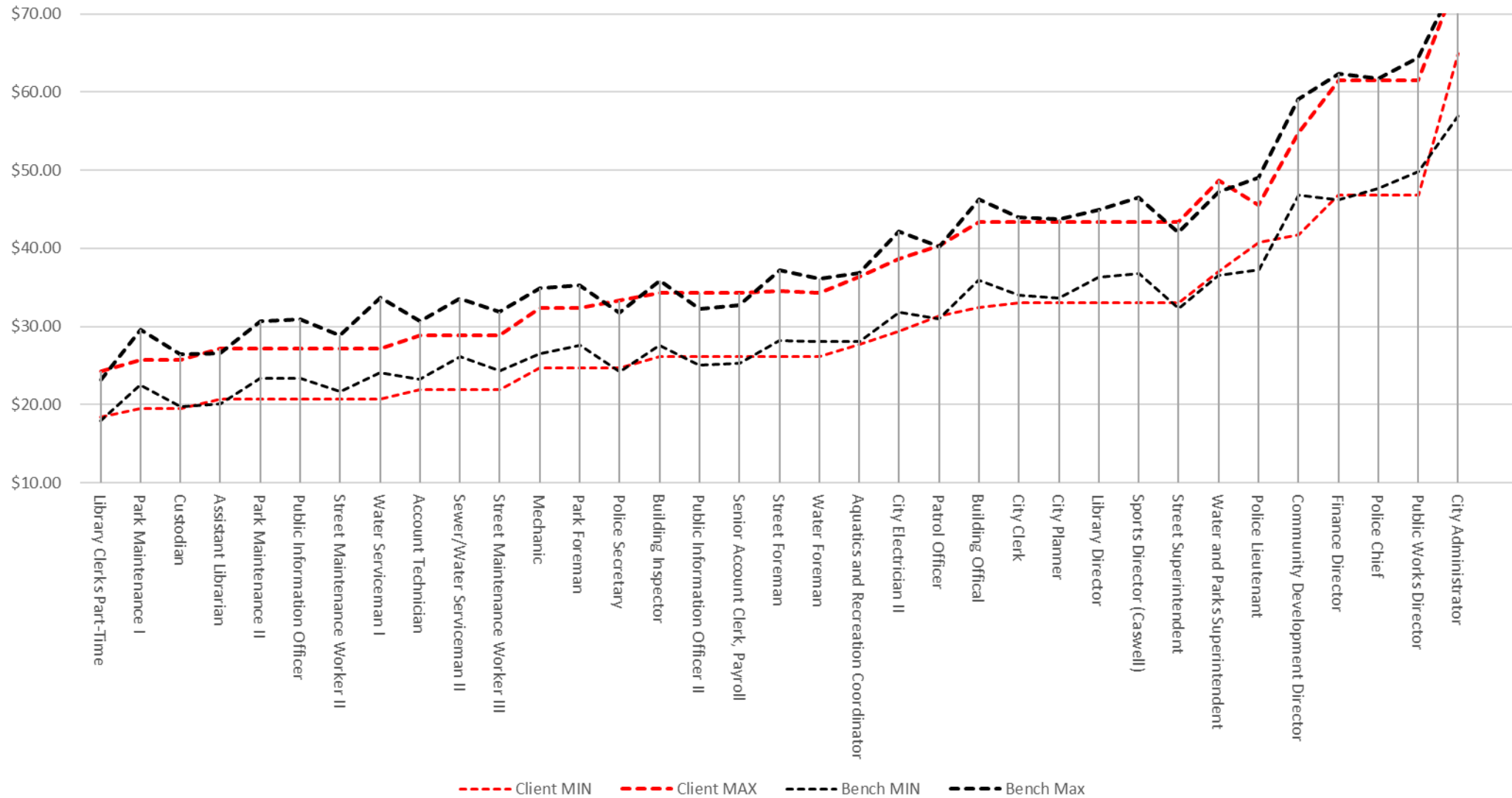
Wage spread is 31%, which is in line with market

Details for the market rates for all benchmark positions are on the next slide; cells in red are over 10% below market, cells in green are over 10% above market

Market Analysis

Job Title	Client MIN	Client MAX	Bench MIN	Bench Max	% Min	% Max
Library Clerks Part-Time	\$18.36	\$24.21	\$17.94	\$23.13	102%	105%
Park Maintenance I	\$19.51	\$25.67	\$22.47	\$29.55	87%	87%
Custodian	\$19.54	\$25.69	\$19.75	\$26.45	99%	97%
Assistant Librarian	\$20.69	\$27.21	\$20.05	\$26.61	103%	102%
Park Maintenance II	\$20.69	\$27.21	\$23.39	\$30.64	88%	89%
Public Information Officer	\$20.69	\$27.21	\$23.31	\$30.96	89%	88%
Street Maintenance Worker II	\$20.69	\$27.21	\$21.62	\$28.87	96%	94%
Water Serviceman I	\$20.69	\$27.21	\$24.12	\$33.66	86%	81%
Account Technician	\$21.92	\$28.84	\$23.27	\$30.71	94%	94%
Sewer/Water Serviceman II	\$21.93	\$28.84	\$26.09	\$33.56	84%	86%
Street Maintenance Worker III	\$21.93	\$28.84	\$24.28	\$31.92	90%	90%
Mechanic	\$24.64	\$32.40	\$26.55	\$34.87	93%	93%
Park Foreman	\$24.64	\$32.40	\$27.59	\$35.25	89%	92%
Police Secretary	\$24.68	\$33.33	\$24.18	\$31.75	102%	105%
Building Inspector	\$26.11	\$34.35	\$27.64	\$35.86	94%	96%
Public Information Officer II	\$26.11	\$34.35	\$24.99	\$32.25	104%	107%
Senior Account Clerk, Payroll	\$26.11	\$34.35	\$25.28	\$32.73	103%	105%
Street Foreman	\$26.11	\$34.53	\$28.17	\$37.17	93%	93%
Water Foreman	\$26.11	\$34.35	\$28.03	\$36.14	93%	95%
Aquatics and Recreation Coordinator	\$27.68	\$36.41	\$28.10	\$36.83	99%	99%
City Electrician II	\$29.34	\$38.59	\$31.87	\$42.19	92%	91%
Patrol Officer	\$31.30	\$40.37	\$30.99	\$40.25	101%	100%
Building Official	\$32.37	\$43.36	\$35.94	\$46.32	90%	94%
City Clerk	\$32.97	\$43.36	\$33.96	\$44.00	97%	99%
City Planner	\$32.97	\$43.36	\$33.63	\$43.75	98%	99%
Library Director	\$32.97	\$43.36	\$36.31	\$44.94	91%	96%
Sports Director (Caswell)	\$32.97	\$43.36	\$36.75	\$46.49	90%	93%
Street Superintendent	\$32.97	\$43.36	\$32.33	\$41.98	102%	103%
Water and Parks Superintendent	\$37.04	\$48.72	\$36.50	\$47.27	101%	103%
Police Lieutenant	\$40.71	\$45.57	\$37.21	\$49.07	109%	93%
Community Development Director	\$41.67	\$54.74	\$46.78	\$59.05	89%	93%
Finance Director	\$46.77	\$61.51	\$46.23	\$62.35	101%	99%
Police Chief	\$46.77	\$61.51	\$47.65	\$61.72	98%	100%
Public Works Director	\$46.77	\$61.51	\$49.78	\$64.38	94%	96%
City Administrator	\$64.90	\$74.52	\$56.92	\$74.68	114%	100%
					96%	96%

(client) Wage Market Analysis: Pay Range Comparison



Job Title+M34AA1:N37	Client MIN	Client MAX	Bench MIN	Bench Max	% Min	% Max	Current Grade	Proposed Min	Proposed Max	Proposed Min % of Bench Min	Proposed Max % of Bench Max
Library Clerk	\$18.36	\$24.21	\$17.94	\$23.13	102%	105%	2	\$19.33	\$25.46	108%	110%
Park Maintenance I	\$19.51	\$25.67	\$22.47	\$29.55	87%	87%	3	\$20.49	\$26.98	91%	91%
Custodian	\$19.54	\$25.69	\$19.75	\$26.45	99%	97%	3	\$20.49	\$26.98	104%	102%
Assistant Librarian	\$20.69	\$27.21	\$20.05	\$26.61	103%	102%	4	\$21.72	\$28.60	108%	107%
Park Maintenance II	\$20.69	\$27.21	\$23.39	\$30.64	88%	89%	4	\$21.72	\$28.60	93%	93%
Public Information Officer	\$20.69	\$27.21	\$23.31	\$30.96	89%	88%	4	\$21.72	\$28.60	93%	92%
Street Maintenance II	\$20.69	\$27.21	\$21.62	\$28.87	96%	94%	4	\$21.72	\$28.60	100%	99%
Water Serviceman I	\$20.69	\$27.21	\$24.12	\$33.66	86%	81%	4	\$21.72	\$28.60	90%	85%
Account Technician	\$21.92	\$28.84	\$23.27	\$30.71	94%	94%	5	\$23.03	\$30.32	99%	99%
Sewer/Water Serviceman II	\$21.93	\$28.84	\$26.09	\$33.56	84%	86%	5	\$23.03	\$30.32	88%	90%
Street Maintenance III	\$21.93	\$28.84	\$24.28	\$31.92	90%	90%	5	\$23.03	\$30.32	95%	95%
Mechanic	\$24.64	\$32.40	\$26.55	\$34.87	93%	93%	7	\$25.87	\$34.07	97%	98%
Park Foreman	\$24.64	\$32.40	\$27.59	\$35.25	89%	92%	7	\$25.87	\$34.07	94%	97%
Police Secretary	\$24.68	\$33.33	\$24.18	\$31.75	102%	105%	4	\$21.72	\$28.60	90%	90%
Building Inspector	\$26.11	\$34.35	\$27.64	\$35.86	94%	96%	8	\$27.43	\$36.11	99%	101%
Public Information Officer II	\$26.11	\$34.35	\$24.99	\$32.25	104%	107%	9	\$29.07	\$38.28	116%	119%
Senior Account Clerk	\$26.11	\$34.35	\$25.28	\$32.73	103%	105%	8	\$27.43	\$36.11	109%	110%
Street Foreman	\$26.11	\$34.53	\$28.17	\$37.17	93%	93%	8	\$27.43	\$36.11	97%	97%
Water Foreman	\$26.11	\$34.35	\$28.03	\$36.14	93%	95%	8	\$27.43	\$36.11	98%	100%
Aquatics and Recreation Coordinator	\$27.68	\$36.41	\$28.10	\$36.83	99%	99%	9	\$29.07	\$38.28	103%	104%
Electrician II	\$29.34	\$38.59	\$31.87	\$42.19	92%	91%	10	\$30.82	\$40.58	97%	96%
Patrol Officer	\$31.30	\$40.37	\$30.99	\$40.25	101%	100%	10	\$30.82	\$40.58	99%	101%
Building Official	\$32.37	\$43.36	\$35.94	\$46.32	90%	94%	12	\$34.62	\$45.59	96%	98%
City Clerk	\$32.97	\$43.36	\$33.96	\$44.00	97%	99%	12	\$34.62	\$45.59	102%	104%
City Planner	\$32.97	\$43.36	\$33.63	\$43.75	98%	99%	12	\$34.62	\$45.59	103%	104%
Library Director	\$32.97	\$43.36	\$36.31	\$44.94	91%	96%	12	\$34.62	\$45.59	95%	101%
Caswell Sports Director	\$32.97	\$43.36	\$36.75	\$46.49	90%	93%	12	\$34.62	\$45.59	94%	98%
Street Superintendent	\$32.97	\$43.36	\$32.33	\$41.98	102%	103%	12	\$34.62	\$45.59	107%	109%
Water and Parks Superintendent	\$37.04	\$48.72	\$36.50	\$47.27	101%	103%	14	\$38.90	\$51.23	107%	108%
Police Lieutenant	\$40.71	\$45.57	\$37.21	\$49.07	109%	93%	14	\$38.90	\$51.23	105%	104%
Community Development Director	\$41.67	\$54.74	\$46.78	\$59.05	89%	93%	16	\$43.71	\$57.56	93%	97%
Finance Director	\$46.77	\$61.51	\$46.23	\$62.35	101%	99%	18	\$49.12	\$64.67	106%	104%
Police Chief	\$46.77	\$61.51	\$47.65	\$61.72	98%	100%	18	\$49.12	\$64.67	103%	105%
Public Works Director	\$46.77	\$61.51	\$49.78	\$64.38	94%	96%	18	\$49.12	\$64.67	99%	100%
City Administrator	\$64.90	\$74.52	\$56.92	\$74.68	114%	100%	20	\$55.19	\$72.66	97%	97%
					96%	96%				99%	100%

Proposed Structure Option 1 (Current Grid +5%)

						Merit			
	Steps								
	3.00%		3.00%	3.00%	3.00%	4.00%	4.00%	4.00%	4.00%
Grade	1	2	3	4	5	6	7	8	9
1	\$18.24	\$18.79	\$19.35	\$19.93	\$20.53	\$21.35	\$22.20	\$23.09	\$24.02
2	\$19.33	\$19.91	\$20.51	\$21.13	\$21.76	\$22.63	\$23.54	\$24.48	\$25.46
3	\$20.49	\$21.11	\$21.74	\$22.39	\$23.07	\$23.99	\$24.95	\$25.95	\$26.98
4	\$21.72	\$22.38	\$23.05	\$23.74	\$24.45	\$25.43	\$26.45	\$27.50	\$28.60
5	\$23.03	\$23.72	\$24.43	\$25.16	\$25.92	\$26.95	\$28.03	\$29.15	\$30.32
6	\$24.41	\$25.14	\$25.90	\$26.67	\$27.47	\$28.57	\$29.71	\$30.90	\$32.14
7	\$25.87	\$26.65	\$27.45	\$28.27	\$29.12	\$30.29	\$31.50	\$32.76	\$34.07
8	\$27.43	\$28.25	\$29.10	\$29.97	\$30.87	\$32.10	\$33.39	\$34.72	\$36.11
9	\$29.07	\$29.94	\$30.84	\$31.77	\$32.72	\$34.03	\$35.39	\$36.81	\$38.28
10	\$30.82	\$31.74	\$32.69	\$33.67	\$34.68	\$36.07	\$37.51	\$39.01	\$40.58
11	\$32.67	\$33.65	\$34.65	\$35.69	\$36.76	\$38.24	\$39.76	\$41.36	\$43.01
12	\$34.62	\$35.66	\$36.73	\$37.84	\$38.97	\$40.53	\$42.15	\$43.84	\$45.59
13	\$36.70	\$37.80	\$38.94	\$40.11	\$41.31	\$42.96	\$44.68	\$46.47	\$48.33
14	\$38.90	\$40.07	\$41.27	\$42.51	\$43.79	\$45.54	\$47.36	\$49.25	\$51.23
15	\$41.24	\$42.48	\$43.75	\$45.06	\$46.41	\$48.27	\$50.20	\$52.21	\$54.30
16	\$43.71	\$45.02	\$46.38	\$47.77	\$49.20	\$51.17	\$53.21	\$55.34	\$57.56
17	\$46.34	\$47.73	\$49.16	\$50.63	\$52.15	\$54.24	\$56.41	\$58.66	\$61.01
18	\$49.12	\$50.59	\$52.11	\$53.67	\$55.28	\$57.49	\$59.79	\$62.18	\$64.67
19	\$52.06	\$53.63	\$55.23	\$56.89	\$58.60	\$60.94	\$63.38	\$65.91	\$68.55
20	\$55.19	\$56.84	\$58.55	\$60.30	\$62.11	\$64.60	\$67.18	\$69.87	\$72.66

Proposed Structure Option 1
(Current Grid +5%)

Option 1 Cost

- ▶ Option 1: Adjust Current pay grid by 5%
 - ▶ Moves to 99% of minimum average rates and 100% of maximum average rates
 - ▶ January 1, into the grid and anniversary date a step increase or merit
 - ▶ Cost Implementation and no COLA

Proposed 2023 Budget:	\$3,122,873.12
Additional Cost Above Current Budget:	\$132,744.56
Budget Cost Increase:	4.44%
Total EE In Structure:	47
Total EE Receiving Increase:	47
Percentage of Employees:	100.00%
Total EE Above Proposed Maximum:	0
Percentage of Employees:	0.00%
Total EE Below Proposed Minimum:	9
Percentage of Employees:	19.15%
Cost to Bring EE to Minimum:	\$37,344.41
Percentage of Current Budget:	1.25%

Proposed Structure Option 2

Job Title	Client MIN	Client MAX	Bench MIN	Bench Max	% Min	% Max	Proposed Grad	Proposed Min	Proposed Max	Proposed Min % of Bench Min	Proposed Max % of Bench Max
Library Clerks Part-Time	\$18.36	\$24.21	\$17.94	\$23.13	102%	105%	1	\$18.50	\$25.33	103%	110%
Park Maintenance I	\$19.51	\$25.67	\$22.47	\$29.55	87%	87%	2	\$20.17	\$27.61	90%	93%
Custodian	\$19.54	\$25.69	\$19.75	\$26.45	99%	97%	2	\$20.17	\$27.61	102%	104%
Assistant Librarian	\$20.69	\$27.21	\$20.05	\$26.61	103%	102%	3	\$22.18	\$30.37	111%	114%
Park Maintenance II	\$20.69	\$27.21	\$23.39	\$30.64	88%	89%	3	\$22.18	\$30.37	95%	99%
Public Information Officer	\$20.69	\$27.21	\$23.31	\$30.96	89%	88%	3	\$22.18	\$30.37	95%	98%
Street Maintenance Worker II	\$20.69	\$27.21	\$21.62	\$28.87	96%	94%	3	\$22.18	\$30.37	103%	105%
Water Serviceman I	\$20.69	\$27.21	\$24.12	\$33.66	86%	81%	3	\$22.18	\$30.37	92%	90%
Account Technician	\$21.92	\$28.84	\$23.27	\$30.71	94%	94%	4	\$24.18	\$33.11	104%	108%
Sewer/Water Serviceman II	\$21.93	\$28.84	\$26.09	\$33.56	84%	86%	4	\$24.18	\$33.11	93%	99%
Street Maintenance Worker III	\$21.93	\$28.84	\$24.28	\$31.92	90%	90%	4	\$24.18	\$33.11	100%	104%
Mechanic	\$24.64	\$32.40	\$26.55	\$34.87	93%	93%	6	\$27.94	\$38.26	105%	110%
Park Foreman	\$24.64	\$32.40	\$27.59	\$35.25	89%	92%	6	\$27.94	\$38.26	101%	109%
Police Secretary	\$24.68	\$33.33	\$24.18	\$31.75	102%	105%	6	\$27.94	\$38.26	116%	120%
Building Inspector	\$26.11	\$34.35	\$27.64	\$35.86	94%	96%	7	\$29.34	\$40.17	106%	112%
Public Information Officer II	\$26.11	\$34.35	\$24.99	\$32.25	104%	107%	7	\$29.34	\$40.17	117%	125%
Senior Account Clerk, Payroll	\$26.11	\$34.35	\$25.28	\$32.73	103%	105%	7	\$29.34	\$40.17	116%	123%
Street Foreman	\$26.11	\$34.53	\$28.17	\$37.17	93%	93%	7	\$29.34	\$40.17	104%	108%
Water Foreman	\$26.11	\$34.35	\$28.03	\$36.14	93%	95%	7	\$29.34	\$40.17	105%	111%
Aquatics and Recreation Coordinator	\$27.68	\$36.41	\$28.10	\$36.83	99%	99%	8	\$31.10	\$42.58	111%	116%
City Electrician II	\$29.34	\$38.59	\$31.87	\$42.19	92%	91%	9	\$32.96	\$45.14	103%	107%
Patrol Officer	\$31.30	\$40.37	\$30.99	\$40.25	101%	100%	10	\$34.94	\$47.85	113%	119%
Building Official	\$32.37	\$43.36	\$35.94	\$46.32	90%	94%	11	\$37.04	\$50.72	103%	109%
City Clerk	\$32.97	\$43.36	\$33.96	\$44.00	97%	99%	11	\$37.04	\$50.72	109%	115%
City Planner	\$32.97	\$43.36	\$33.63	\$43.75	98%	99%	11	\$37.04	\$50.72	110%	116%
Library Director	\$32.97	\$43.36	\$36.31	\$44.94	91%	96%	11	\$37.04	\$50.72	102%	113%
Sports Director (Caswell)	\$32.97	\$43.36	\$36.75	\$46.49	90%	93%	11	\$37.04	\$50.72	101%	109%
Street Superintendent	\$32.97	\$43.36	\$32.33	\$41.98	102%	103%	11	\$37.04	\$50.72	115%	121%
Water and Parks Superintendent	\$37.04	\$48.72	\$36.50	\$47.27	101%	103%	13	\$41.61	\$56.99	114%	121%
Police Lieutenant	\$40.71	\$45.57	\$37.21	\$49.07	109%	93%	14	\$44.11	\$60.40	119%	123%
Community Development Director	\$41.67	\$54.74	\$46.78	\$59.05	89%	93%	15	\$46.76	\$64.03	100%	108%
Finance Director	\$46.77	\$61.51	\$46.23	\$62.35	101%	99%	17	\$52.54	\$71.94	114%	115%
Police Chief	\$46.77	\$61.51	\$47.65	\$61.72	98%	100%	17	\$52.54	\$71.94	110%	117%
Public Works Director	\$46.77	\$61.51	\$49.78	\$64.38	94%	96%	17	\$52.54	\$71.94	106%	112%
City Administrator	\$64.90	\$74.52	\$56.92	\$74.68	114%	100%	20	\$62.57	\$85.69	110%	115%
					96%	96%				106%	111%

Proposed Structure Option 2

						Merit				
	Steps									
	3.00%		3.00%	3.00%	3.00%	4.00%	4.00%	4.00%	4.00%	4.00%
Grade	1	2	3	4	5	6	7	8	9	10
1	\$18.50	\$19.06	\$19.63	\$20.22	\$20.82	\$21.65	\$22.52	\$23.42	\$24.36	\$25.33
2	\$20.17	\$20.77	\$21.39	\$22.03	\$22.70	\$23.60	\$24.55	\$25.53	\$26.55	\$27.61
3	\$22.18	\$22.85	\$23.53	\$24.24	\$24.97	\$25.96	\$27.00	\$28.08	\$29.21	\$30.37
4	\$24.18	\$24.90	\$25.65	\$26.42	\$27.21	\$28.30	\$29.43	\$30.61	\$31.83	\$33.11
5	\$26.11	\$26.90	\$27.70	\$28.53	\$29.39	\$30.56	\$31.79	\$33.06	\$34.38	\$35.76
6	\$27.94	\$28.78	\$29.64	\$30.53	\$31.45	\$32.70	\$34.01	\$35.37	\$36.79	\$38.26
7	\$29.34	\$30.22	\$31.12	\$32.06	\$33.02	\$34.34	\$35.71	\$37.14	\$38.63	\$40.17
8	\$31.10	\$32.03	\$32.99	\$33.98	\$35.00	\$36.40	\$37.86	\$39.37	\$40.95	\$42.58
9	\$32.96	\$33.95	\$34.97	\$36.02	\$37.10	\$38.58	\$40.13	\$41.73	\$43.40	\$45.14
10	\$34.94	\$35.99	\$37.07	\$38.18	\$39.33	\$40.90	\$42.54	\$44.24	\$46.01	\$47.85
11	\$37.04	\$38.15	\$39.29	\$40.47	\$41.69	\$43.35	\$45.09	\$46.89	\$48.77	\$50.72
12	\$39.26	\$40.44	\$41.65	\$42.90	\$44.19	\$45.95	\$47.79	\$49.70	\$51.69	\$53.76
13	\$41.61	\$42.86	\$44.15	\$45.47	\$46.84	\$48.71	\$50.66	\$52.69	\$54.79	\$56.99
14	\$44.11	\$45.44	\$46.80	\$48.20	\$49.65	\$51.63	\$53.70	\$55.85	\$58.08	\$60.40
15	\$46.76	\$48.16	\$49.61	\$51.09	\$52.63	\$54.73	\$56.92	\$59.20	\$61.57	\$64.03
16	\$49.56	\$51.05	\$52.58	\$54.16	\$55.78	\$58.02	\$60.34	\$62.75	\$65.26	\$67.87
17	\$52.54	\$54.11	\$55.74	\$57.41	\$59.13	\$61.50	\$63.96	\$66.52	\$69.18	\$71.94
18	\$55.69	\$57.36	\$59.08	\$60.85	\$62.68	\$65.19	\$67.79	\$70.51	\$73.33	\$76.26
19	\$59.03	\$60.80	\$62.63	\$64.51	\$66.44	\$69.10	\$71.86	\$74.74	\$77.73	\$80.84
20	\$62.57	\$64.45	\$66.38	\$68.38	\$70.43	\$73.24	\$76.17	\$79.22	\$82.39	\$85.69

Option 2 Cost

Option 2 Cost: Implementation and no COLA

- ▶ January 1, into the grid and anniversary date a step increase or merit
- ▶ Adjust pay grid to 106% and 111% with new grades
- ▶ Option 2 Cost: Implementation and no COLA
- ▶ January 1, into the grid and anniversary date a step increase or merit

Proposed 2023 Budget:	\$3,139,972.19
Additional Cost Above Current Budget:	\$151,008.43
Budget Cost Increase:	5.05%
Total EE In Structure:	47
Total EE Receiving Increase:	46
Percentage of Employees:	97.87%
Total EE Above Proposed Maximum:	0
Percentage of Employees:	0.00%
Total EE Below Proposed Minimum:	15
Percentage of Employees:	31.91%
Cost to Bring EE to Minimum:	\$73,447.02

Salary Structure Re-Calibration or job classifications

- ▶ Recalibration of pay grid
 - ▶ Impacts all employees and positions
 - ▶ Increase can be equitable per employees
 - ▶ Suggested approaches
 - ▶ Add an additional step and cut off first step
 - ▶ Change lowest minimum rate to be at \$20, this is a (9% recalibration to grid)
 - ▶ Change current grid by 5%
- ▶ Look at classification of jobs mismatched with market
 - ▶ Those less than 90% of market are a mismatch
 - ▶ Reclassify positions first and then see where pay grid is to market

Working Committee Recommendation

- ▶ Review option of longevity
 - ▶ Reduce compression issues between long-term employee and recently hired employees
 - ▶ Rewards employees that have been with the City more than 10 years (implementation of this option may vary)
 - ▶ 47 non-union employees, of that 20 have more than 10 years with the City
 - ▶ If they worked with the City more than 10 years (I went by anniversary date, I added an additional step or 3% for the total hours worked, so this number could be decrease if you only do it on the anniversary data or change the total amount for longevity/ tenure
 - ▶ Pay grid to Market: \$36,834.98 Many of them are maxed or in merit, so you could adjust accordingly.
 - ▶ Pay grid with 5% adjustment : \$40,804.26

Next Steps

- ▶ Council decide pay philosophy
- ▶ Council decide on compensation system
- ▶ Begin ongoing maintenance in 2023

Any Questions?





Real People. Real Solutions.

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Mankato, MN 56001-5900

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Bolton-Menk.com

MEMORANDUM

Date: December 7, 2022
To: Kevin McCann, City Administrator
From: Daniel R. Sarff, P.E., City Engineer
CC: Michael Fischer, Community Development Director
Matt Lassonde, City Planner
Subject: 200 Block Belgrade Avenue

The Belgrade Avenue Corridor Study that was prepared by Bolton & Menk, Inc., in 2017 discussed several options for future improvements in the 200 block of Belgrade Avenue. Options that were discussed in the corridor study include:

- Maintaining the existing 4-lane section
- Conversion to a 3-lane section, with two alternatives for the Range Street intersection (maintain 4-way stop and mini-roundabout)

An excerpt from the corridor study covering the discussion and recommendations for the 200 block is attached.

The purpose of this memorandum is to further investigate the possibility of converting the 200 block of Belgrade to a 3-lane section. It is anticipated that the conversion to a 3-lane section would address the following concerns outlined in the Corridor Study:

- Traffic speeds
- Pedestrian crossing safety
- Opportunities for additional streetscape space

These were consistent themes identified in the Corridor Study, in previous downtown planning studies, and in the Belgrade Avenue Master Plan.

Other factors not specifically discussed in the previous studies, but which should also be considered are as follows:

- The existing streetlight and event power system within the 200 block (lights, foundations, and wiring) are in poor condition and in need of replacement.
- The existing sidewalks within the 200 block are in poor condition and, in many locations, present pedestrian safety concerns. With the current 4-lane street section, the sidewalks are too narrow and too steep to meet Americans with Disability Act (ADA) standards.
- MnDOT will be making improvements to the Trunk Highway (TH) 169/Belgrade Avenue interchange in 2027. This will likely require the 200 block of Belgrade to be closed to traffic from the east and would also provide an opportunity to make modifications to the geometric layout in the 200 block.
- Federal funding through the STP Small Urban program may be available for improvements to the 200 block of Belgrade Avenue and/or the City's share of TH 169/Belgrade Avenue interchange improvements.

Attached is the following information for discussion at the December 12 Council Workshop:

- Preliminary Geometric Layouts 1.1 & 1.2: 3-Lane Section with 4-Way Stop and Dedicated Left Turn Lane at Range Street (without and with mid-block crossing respectively)
- Preliminary Geometric Layout 2.1 & 2.2: 3-Lane Section with 4-Way Stop and Combined Thru/Left Turn lane at Range Street (without and with mid-block crossing respectively)
- Preliminary Geometric Layouts 3.1 & 3.2– 3-Lane Section with Mini-Roundabout at Range Street (without and with mid-block crossing respectively)
- Photos of St. James, Minnesota Mini-Roundabout
- Drawing showing Alternative 2B for the MnDOT TH 169/Belgrade Avenue Interchange Improvement Project
- Summary of Estimated Costs and Possible Funding Breakdown

I will attend the December 12 Council Work Session to review this information with the City Council and answer any questions you may have.

EXCERPT FROM BELGRADE AVENUE CORRIDOR STUDY

In order to address pedestrian crossing demands and improve safety, intersection bump-outs were proposed at four locations along the Belgrade Avenue corridor between Lake Street and Range Street. Bump-outs provide a traffic calming effect by narrowing the roadway. They also shorten the crossing distance for pedestrians by 9-14 feet and make pedestrians more visible as they attempt to cross the street. **Figure 10** illustrates bump-outs at the intersections of Cornelia Street, Sherman Street, Center Street and Cross Street along Belgrade Avenue. The estimated cost of the bump-outs in these locations is approximately \$40,000 per intersection.

D. Focus Area 4: 200 Block (Range Street to TH 169 Southbound Ramp)

Issues in this segment include:

- Back-ups on Belgrade Avenue at Range Street – Traffic currently back-ups at the Range Street/Belgrade Avenue intersection during the PM peak hour. This back-up is not problematic from a delay standpoint but is a safety concern as it extends past the American Legion and Frandsen Bank driveways. This back-up is projected to worsen by 2041 and also extend past the western Cenex driveway. This is a safety concern for traffic trying to enter and exist these driveways.
- Traffic speeds in the 200 Block – The speed of traffic is a concern within the 200 Block of Belgrade Avenue. Citizens and business owners have expressed that vehicles travel too fast within this area causing issues for pedestrian movements from the north to the south side of the street. A dynamic speed sign is located at the eastern entrance to Belgrade Avenue to make drivers aware of their speed and aid in slowing them down. The concern continues to exist despite this sign.
- Safe Pedestrian Crossings in the 200 Block – There is a demand for pedestrian crossings at the Range Street intersection with Belgrade Avenue as well as mid-block in the 200 Block for patrons parking in public lots north of Belgrade Avenue and visiting businesses on the south side. Public input in the Master Plan, Corridor Study and previous planning studies have expressed a desire for a mid-block crossing on the 200 Block of Belgrade Avenue. The City has also explored options for this in the past. Due to current conditions, a mid-block, marked crossing is not recommended as it would be difficult for vehicles to see a pedestrian trying to cross from the south side of Belgrade Avenue between parked cars.
- Several property access locations closely spaced – Multiple access points exist within close proximity in the 200 Block of Belgrade Avenue. This is particularly true along the north side of the roadway where six accesses are located within roughly 500 feet. These access locations can be problematic for vehicles and pedestrians. For instance, vehicles have been observed making a left turn from southbound Range Street to eastbound Belgrade Avenue, and then immediately turning again into a parking lot at the corner of Belgrade Avenue/Range Street. The proximity of the parking lot access to the intersection is problematic and results in vehicles blocking the Belgrade Avenue/Range Street intersection waiting to turn into the parking lot. The Circle Inn driveway onto Belgrade Avenue is also problematic as it is difficult to see eastbound pedestrians and vehicular traffic from this access point due to the building location directly adjacent to the sidewalk. Both of these driveways (Circle Inn and the city parking lot next to the American Legion) have access off of adjacent side streets.
- Perceived Parking shortage – On-street parking is located on the south side of Belgrade Avenue. Sixteen on-street stalls exist today. Off-street public parking is isolated to the 200 Block of Belgrade Avenue. The Downtown Planning Study (2012) quantified available public and private parking facilities within the downtown area and found a parking shortage is perceived, but actual supply is generally sufficient for existing uses at most times. However, the location of facilities and proximity to

businesses may contribute to perceptions that the area is underserved.

Several alternatives were developed for the 200 Block to assist with an improved vehicle and pedestrian traffic environment and to support the Belgrade Avenue Master Plan recommendations. Improvement options analyzed included options to improve pedestrian crossings with the existing four-lane section, an option to improve the pedestrian environment, calm traffic and provide additional streetscape opportunities by reducing the number of lanes on Belgrade Avenue, and intersection control options at Range Street and the TH 169 southbound ramp intersection. Improvement options for this area are described below.

Option 1: Four-Lane Option



Figure 11. 200 Block 4-Lane Option

The four-lane option (**Figure 11**) maintains most of what is there today exhibiting minimal change. This option calls for two driveway closures on the north side of Belgrade Avenue to improve traffic flow and safety. Both of these properties have access to an adjacent side street and could reconfigure their parking lot striping to accommodate this change. This four-lane option includes a mid-block pedestrian crossing from the Circle Inn to the vacant lot on the south of Belgrade Avenue. Sidewalk bump-outs are proposed at Range Street and the new mid-block crossing location to shorten the pedestrian crossing distance and make pedestrians more visible to drivers. The bump-outs would require the loss of 3-4 on-street parking stalls on the south side of Belgrade Avenue. The bump-outs are necessary to provide a mid-block pedestrian crossing in this location. It is not

recommended to add a mid-block crossing without the bump-out as it would be very difficult to see a pedestrian trying to cross from the south between parked cars.

A mid-block crossing in this four-lane option could be paired with an overhead rectangular rapid flashing beacon as seen in **Figure 12** to enhance the crossing location. The vehicle yield rate for an rectangular rapid flashing beacon is 88% as opposed to 7% for a



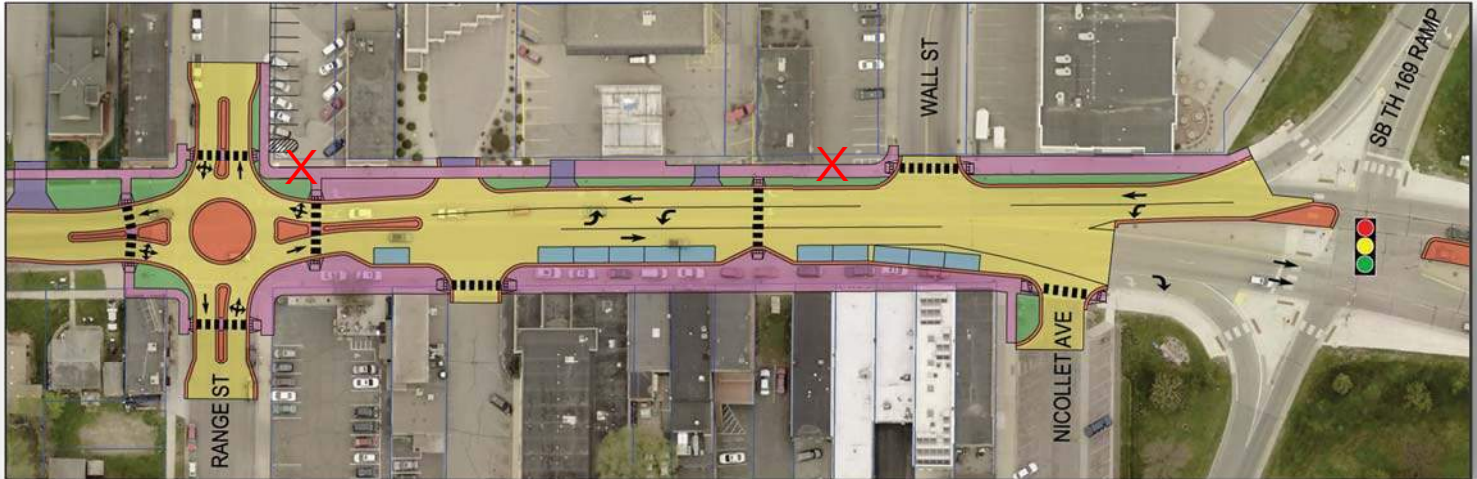
Figure 12. Overhead Rectangular Rapid Flashing Beacon
(Source: Google Maps)

crosswalk alone. A major consideration for the City of North Mankato will be whether or not an overhead rectangular rapid flashing beacon system fits within the context of their downtown as it would change the look and quaint feel of the surrounding land uses.

A ground mounted rectangular rapid flashing beacon is not recommended with a four-lane option as it difficult to see the ground mounted flashers on the side of the road with two lanes of traffic in each direction.

The estimated cost of the 4-lane improvements are approximately \$25,000 for both bump-outs and \$50,000 - \$75,000 for an overhead rectangular rapid flashing beacon system.

Option 2: Three-Lane Option



**Figure 13. 200 Block 3-Lane Option
with Mini-Roundabout, Mid-Block Crossing, and Dedicated Left Turn at Nicollet Avenue**

Both existing traffic volumes (8,700 vehicles per day) and forecasted 2041 traffic volumes (9,900 vehicles per day) can be accommodated adequately by a 3-lane roadway through the 200 Block area. Three-lane roadways are able to efficiently accommodate upwards of 15,000 – 20,000+ vehicles per day.

A 3-lane roadway section was considered in the 200 Block area as an option to address concerns related to traffic speeds, pedestrian crossing safety and provide opportunities for additional streetscape space. These were consistent themes identified in previous downtown planning studies and concurrent Belgrade Avenue Master Plan.

Several variations of a three-lane option were considered. All options included one lane in each direction with a center turn lane. All options carried forward the proposed driveway closures shown in the four-lane option. The differences between the options included traffic control options at Range Street and TH 169 southbound ramp, and access to Wall Street and Nicollet Avenue.

Range Street Traffic Control Options:

There are two different traffic control options for the Range Street intersection. One option is a mini-roundabout (**Figure 13**) that would alleviate back-ups that occur at the westbound intersection approach and would move traffic efficiently through the intersection under both today and 2041 conditions. The roundabout option improves pedestrian crossings by shortening the crossing distance with fewer lanes at the intersection. Many concerns about the mini-roundabout were expressed during the public and business outreach phase of the corridor study. These concerns included disbelief that a mini-roundabout would operate efficiently and concern that it would increase speeds and decrease pedestrian safety and the intersection as a result.

The other Range Street traffic control option considered with a 3-lane option is to maintain the existing four-way stop scenario (**Figure 14**). The 3-lane section on Belgrade Avenue would need to widen to include a dedicated right-turn lane to northbound Range Street as exists today, for this option to operate efficiently. The advantage of this option is it maintains a status quo to what the public is comfortable with. The disadvantage is the back-ups that exist on westbound Belgrade Avenue at this intersection will not be addressed. The majority of the public and business owners seemed to accept this trade-off as it is contained within a peak hour and not an all day occurrence.



Figure 14. 3-Lane Option with All-Way Stop at Range Street

Wall Street/Nicollet Avenue Access Options:

Three options were considered for access to Wall Street and Nicollet Avenue with the three-lane option. The reason for the variations was related to a desire to consider a dedicated left-turn lane to Nicollet Avenue. This movement is prohibited today but was identified by several businesses in the 200 Block as a way to improve traffic detours through the area during events on Belgrade Avenue.

The first option provides a dedicated left turn to Nicollet Avenue. This can work with a 3-lane configuration since space is available due to the lane reconfiguration. The left-turn lane is on the short-end of a desired turn lane length. Since this movement is prohibited today, it was difficult for the traffic study to know how many vehicles would want to make this movement. Therefore, a sensitivity analysis was completed in order to determine if there were adequate gaps for a westbound left from Belgrade Avenue onto Nicollet Avenue. It is anticipated that this movement could operate adequately based on the sensitivity analysis performed. The Future Conditions Traffic Memorandum in **Appendix I** documents the sensitivity analysis and when this movement could become problematic. Additional future study is recommended if this is an option the City wishes to implement. This option can be seen in **Figure 15**.

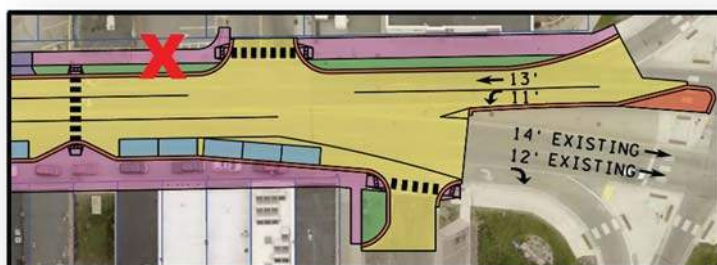


Figure 15. Dedicated left turn to Nicollet Avenue

Another option is to prevent left turning traffic through this section altogether by extending the existing median to the proposed mid-block crossing at the Circle Inn. This would provide pedestrian refuge for those crossing mid-block providing the safest pedestrian environment of the options. However, the disadvantage of this option is the restrictions in turning movements at both Wall Street and Nicollet Avenue. This is likely not viable as there are several heavy trucks entering and exiting Wall Street to get to businesses such as the Cenex/Expressway Gas Station. Trucks would not be able to access the TH 169 Interchange with the restriction of lefts onto Belgrade Avenue at this location. It is unlikely that this option would be implemented. This option can be seen in **Figure 16**.

The third and final option is to extend the existing median through the Nicollet Avenue intersection to ensure lefts to Nicollet Avenue are not possible at all, stopping the existing

trend of vehicles taking illegal lefts onto Nicollet Avenue. The downside to this option is that it prevents any possibility of allowing left turns onto Nicollet Avenue during events. This option can be seen in **Figure 17**.

Mid-Block Crossing:

A mid-block crossing in this three-lane option could be paired with a ground mounted rectangular rapid flashing beacon as seen in **Figure 18** to enhance the crossing location. As with the overhead rectangular rapid flashing beacon, the vehicle yield rate for the ground-mounted beacon in this circumstance is 88% as opposed to 7% for a crosswalk alone. Again, the major consideration for the City of North Mankato will be whether or not a ground-mounted rectangular rapid flashing beacon system fits within the context of their downtown as it would also affect its character.

There was a lot of support for a mid-block crossing during the public, business and steering committee outreach during the corridor study.

Streetscape:

Streetscape is an important facet of an area such as the downtown. When asked of the importance of streetscape amenities, 81% of citizens and stakeholders responding suggested that it is important to provide additional streetscape amenities in the downtown (**Figure 19**).

The implementation of a three-lane option provides perhaps most space for improvements to the streetscape. Wider sidewalks allow for an increased pedestrian amenity zone to accommodate landscaping, decorative pavement, seating, wayfinding signage, artwork, outdoor space for businesses, etc. The lane reduction, decorative pavement, and bumpout for the mid-block crossing could all work together to provide traffic calming in the 200 Block (**Figure 20**). These streetscape elements could be paired with any of the 3-lane options described above.

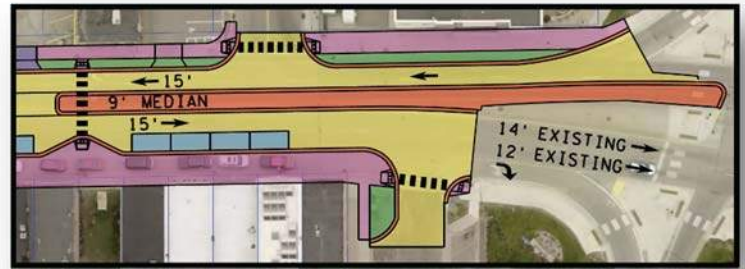


Figure 16. Extended Median Option

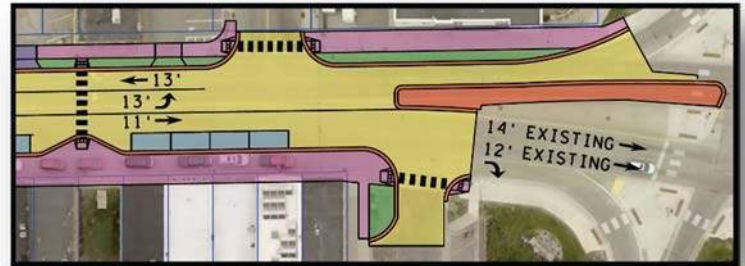


Figure 17. Nicollet Avenue Median



Figure 18. Ground-Mounted Rectangular Rapid Flashing Beacon

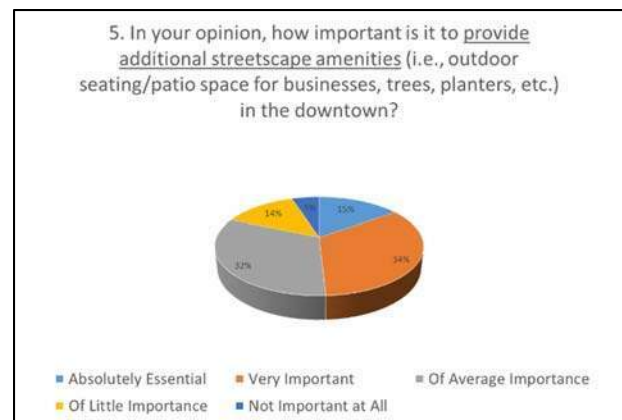


Figure 19. Support for Additional Streetscape Amenities

The estimated cost of the 3-lane options are approximately \$750,000 - \$1,000,000. This includes the 3-lane configuration, ground mounted rectangular rapid flashing beacon, and streetscape enhancements.

During the corridor study's outreach process, there was public and business support for the elements of a 3-lane option. This was shown in the support for wider sidewalks, improved pedestrian crossings and additional space for streetscape enhancements. Some business owners were concerned about change and the impact of construction on their business operations. The Steering Committee expressed support for a future 3-lane option as it is the option that most closely aligns with the vision of the Central Business District.



Figure 20. Top: 3-Lane Option Bottom: Potential Streetscape with 3-Lane Option

E. Focus Area 5: TH 169 Southbound Ramp Intersection

There are no traffic operational issues at this location today or projected into the future. However, this intersection provides the gateway to downtown North Mankato and is the primary location where speeds into the 200 Block are perceived as excessive. **Figure 21** shows a roundabout option that was considered at this location as a measure to calm traffic transition from the Veteran's Memorial Bridge to downtown.

Roundabout at TH 169 Southbound Ramp Intersection

The TH 169 Southbound Ramp intersection currently operates acceptably and is projected to continue this trend. Justification for an improvement would be difficult at this time as no problem currently exists. Project partners agreed, however, and data supports, that the application of a roundabout at this intersection may be a viable option that would slow traffic entering the Central Business District. MnDOT expressed support for the roundabout in general but suggested that they would not be able to fund the reconstruction due to lack of a current operational or safety problem. The estimated cost of the roundabout at this location is approximately \$2.0 million.



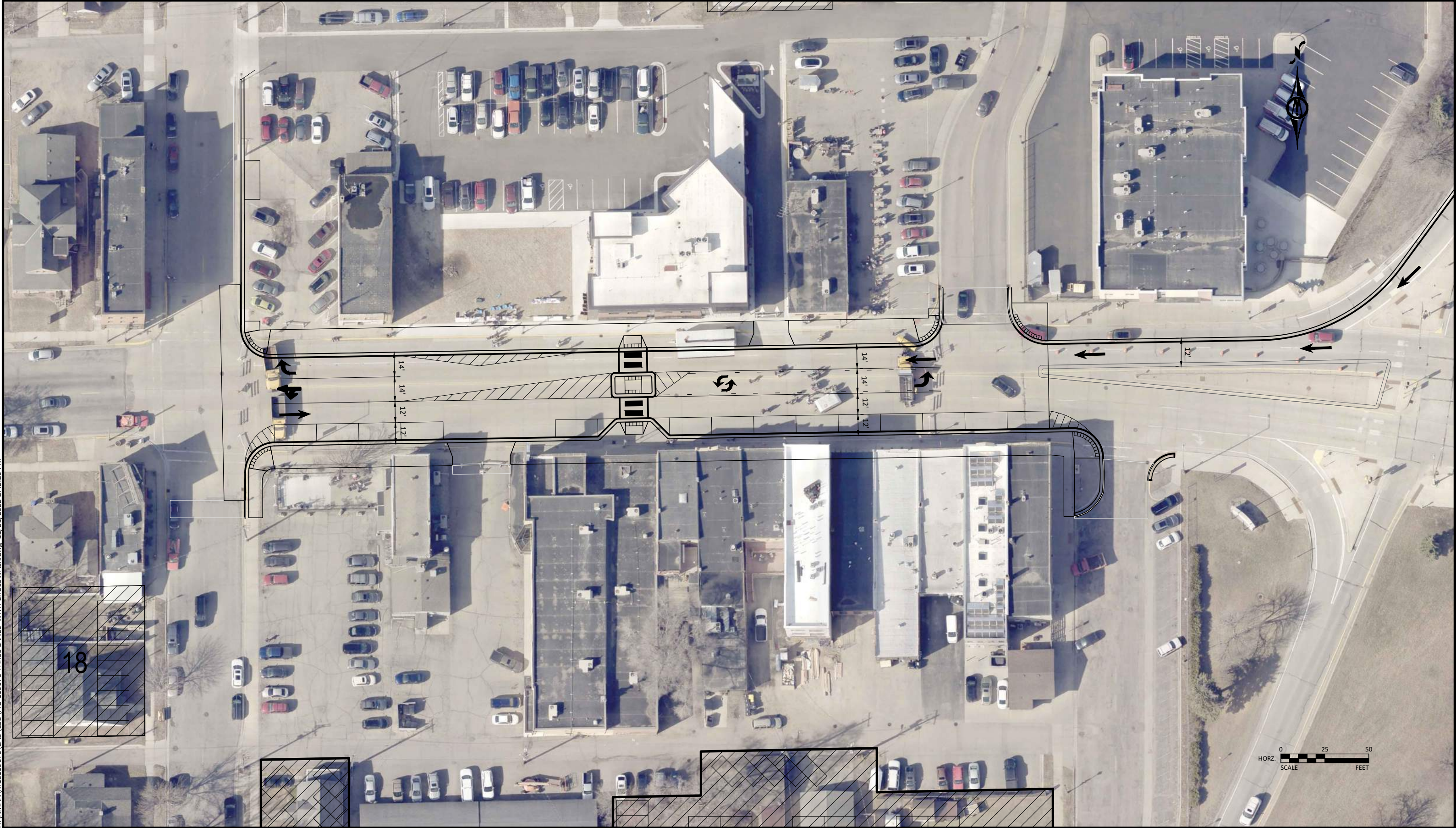
Figure 21. Potential Future Roundabout

PRELIMINARY GEOMETRIC LAYOUTS

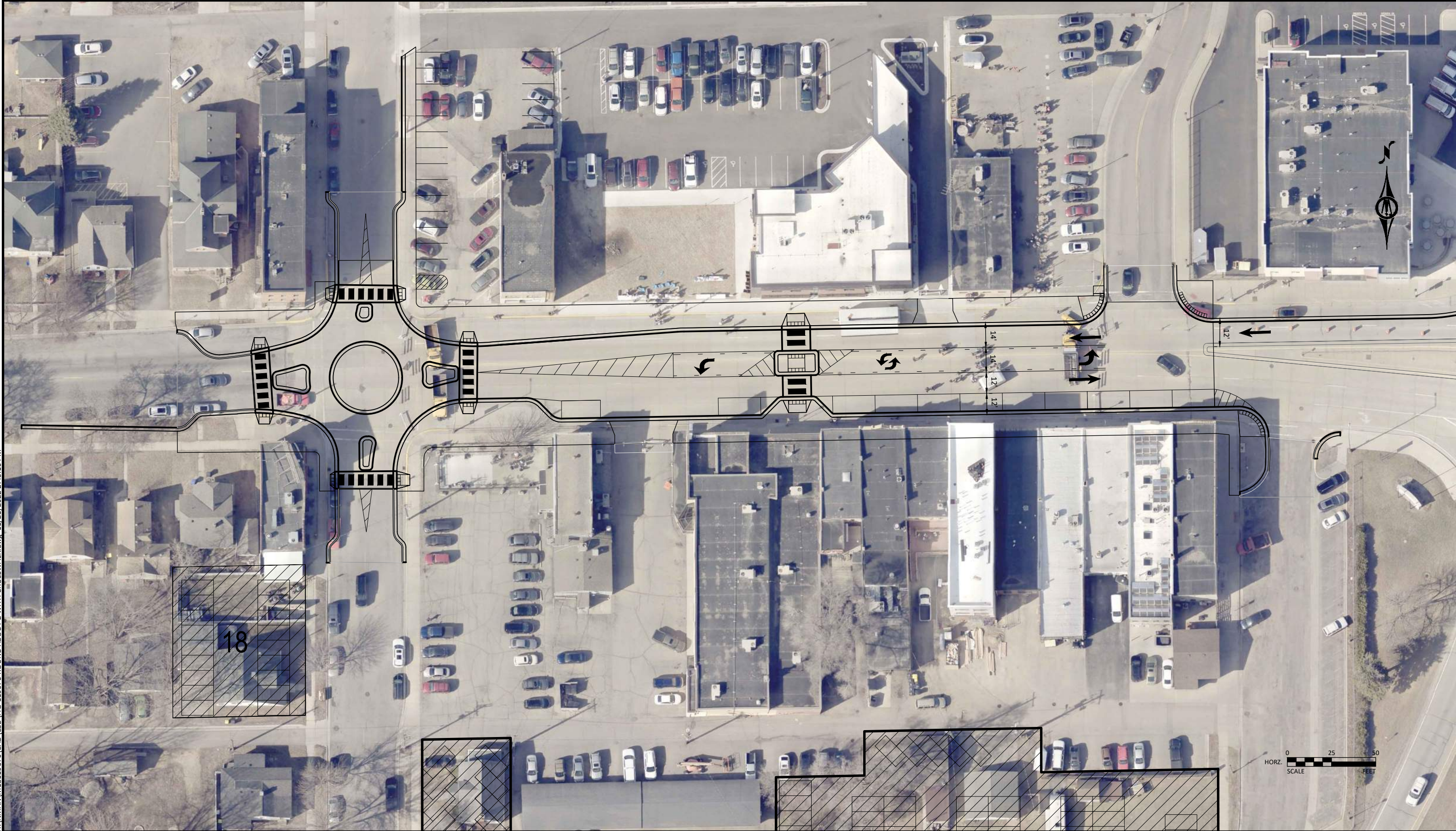










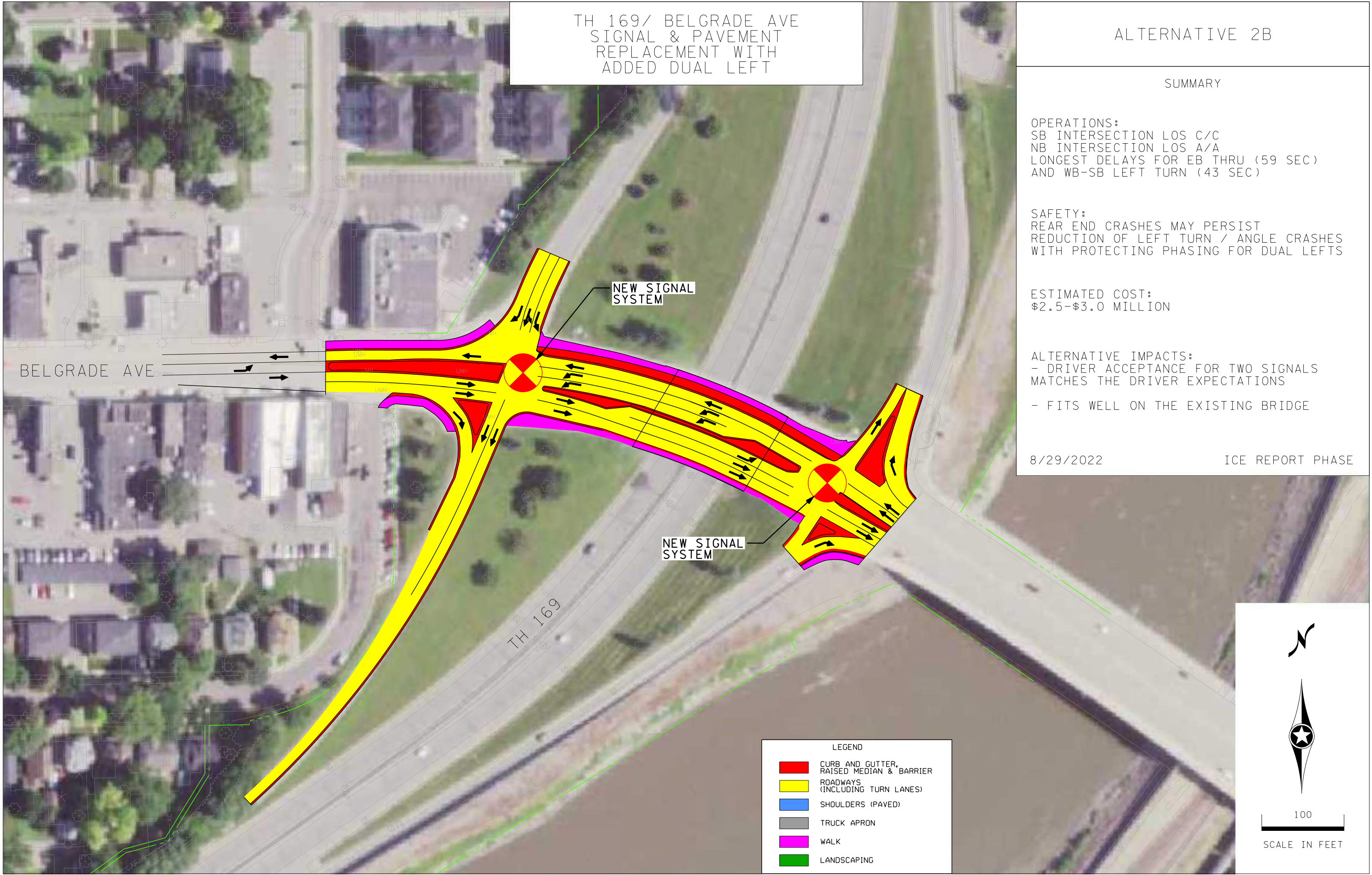


PHOTOS OF ST. JAMES, MINNESOTA MINI-ROUNDBOUT





**ALTERNATIVE 2B FOR THE MN/DOT TH 169/BELGRADE
AVENUE INTERCHANGE IMPROVEMENTS**



**PRELIMINARY COST ESTIMATES AND
POSSIBLE FUNDING BREAKDOWN**

SUMMARY OF ESTIMATED COSTS & FUNDING
200 BLOCK BELGRADE
CITY OF NORTH MANKATO, MINNESOTA

	LAYOUTS 1 & 2: 4 WAY STOP	LAYOUT 3: MINI ROUNDAABOUT
TOTAL ESTIMATED PROJECT COST - 3-LANE CONVERSION	\$1,351,000	\$1,542,000
TOTAL CITY SHARE - TH 169/BELGRADE AVENUE SB RAMP INTERSECTION	\$437,000	\$437,000
TOTAL COMBINED PROJECT COST	\$1,788,000	\$1,979,000
TOTAL ESTIMATED FEDERAL FUNDING	\$1,220,600	\$1,350,960
TOTAL ESTIMATED MUNICIPAL STATE AID FUNDING	\$511,100	\$572,740
TOTAL ESTIMATED CITY FUNDS	\$56,300	\$55,300

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Mike Fischer, Community Development Director
Matt Lassonde, City Planner

DATE: November 17, 2022

SUBJECT: Comparison of Sec. 90.112. *"Managed Natural Lawn Area"* of the City of North Mankato City Code with Sec. 6.18. *"Maintenance of Vegetation"* of the City of Mankato City Code.

Introduction

This memorandum provides a side-by-side comparison of the city of North Mankato City Code Section 90.112. *"Managed Natural Lawn Area"* (MNLA) and Mankato City Code Section 6.18. *"Maintenance of Vegetation"* to help the North Mankato City Council determine if revisions to Section 90.112. *"Managed Natural Lawn Area"* are desirable.

Background

In 2020, City Council asked staff to research other cities to find ordinances regulating residents' abilities to install areas of natural or native vegetation with heights greater than what a typical grass and weed ordinance may permit. Staff researched model ordinances from state agencies and existing ordinances from nine other Minnesota cities and developed a draft ordinance, tailored to North Mankato.

In January of 2021, the city of North Mankato adopted City Code Section 90.112 *"Managed Natural Lawn Area"* to permit the installation of MNLAs on residential properties to an extent determined to be acceptable based on the research. The City Council determined that, *"...these types of plantings may preserve, restore, or maintain natural plants and may utilize environmentally sound practices."* The intent of the ordinance is to ensure the conversion of portions of conventional, residential turfgrass lawns to a natural state, or MNLA, is guided and "managed." The City asserts that a lack of maintenance is not an appropriate method of conversion and may lead to a lawn becoming nuisance.



Comparison

The following narrative and table provide a comparison of Sec. 90.112. "*Managed Natural Lawn Area*" of the City of North Mankato City Code with Sec. 6.18. "*Maintenance of Vegetation*" of the City of Mankato City Code. Differences in intent, applicability, requirements, failure to maintain, and permitting are included in the table on pages 3 through 6 and are summarized below:

1. **Intent.** Both cities recognize citizen desires to have native vegetation and that it is good for the environment but also that installation needs to be managed to avoid nuisance.
2. **Applicability.** North Mankato targets residential properties with the ordinance which is more restrictive than Mankato's ordinance which applies to the whole city with exempt property types listed.
3. **Requirements.** North Mankato has greater provisions for limiting the extent of MNLA lot coverage and includes larger setbacks than Mankato does in general. The cities have similar language regarding the elimination of turf grass and other vegetation when installing, avoiding drainage utility easements and public rights-of-way and planting near intersections (with North Mankato being slightly stricter on planting near intersections). Both cities also require the annual cutting of the MNLA to no greater than 12 inches in height.
4. **Failure to Maintain.** North Mankato monitors MNLAs that don't meet City Code primarily through observations by the Weed Inspector triggered by neighbor complaints. The City will perform abatement work and charge the homeowner but will not prohibit them from attempting to have an MNLA again. Mankato, who monitors through a permitting process, has many requirements and takes several actions to revoke the natural landscape permit from a property owner if there is non-compliance with City Code.
5. **Permitting.** North Mankato doesn't require a permit to install an MNLA while Mankato does. Mankato permits have many requirements including a site plan, list of plant characteristics, and management and maintenance plan, etc.

Conclusion

North Mankato and Mankato both have adopted ordinances regulating areas of natural or native vegetation with heights greater than that of a typical grass and weed ordinance. Both are restrictive in different ways; Mankato's applies to the whole community and requires an extensive permitting process while North Mankato limits the size and extent of MNLAs in residential neighborhoods through setbacks and lot coverage percentages.

Furthermore, the City Council stated that they would revisit the ordinance in the first several years to determine if citizens are effectively managing MNLAs and may consider expanding lot coverages/loosening regulations at that time.

Topic	Ordinance	Comparison Discussion
Intent	<p>North Mankato:</p> <ul style="list-style-type: none"> • Citizen desire for native vegetation • Native vegetation is good for environment • Guidance for community to manage vegetation avoid nuisance <p>Mankato:</p> <ul style="list-style-type: none"> • Protect and preserve the public health, safety, and welfare • Improved quality of life • Recognized there are instances where mowing grasses is impractical and unreasonable • Native vegetation is good for environment • Guidance for community to manage vegetation to avoid nuisance 	<ul style="list-style-type: none"> • Both City's recognize citizen desires to have native vegetation and that it is good for the environment • Both ordinances provide guidance to community to avoid nuisance
Applicability	<p>North Mankato:</p> <ul style="list-style-type: none"> • Residential Zoning Districts • MNLAs describe a variety of lawn management practices that include but are not limited to natural lawns, natural landscapes, native lawns, pollinator gardens, rain gardens, meadow vegetation, native prairie, prairie gardens, monarch waystations, native plantings, native gardens, and butterfly habitat. <p>Mankato:</p> <ul style="list-style-type: none"> • Several exemptions are identified where the provisions of the section don't apply such as non-noxious weeds and grass areas close to or within wetlands, woodland, stormwater ponds, creeks, rivers, streams, agriculturally zoned land, conservation easements, areas providing temporary erosion control on development sites, maintained and weeded prairies or natural landscape vegetation where the owner has a "Natural Landscape Permit", slopes, and others. 	<ul style="list-style-type: none"> • North Mankato primarily describes this ordinance as applying to residential properties whose owners wish to incorporate natural lawn areas, asserting that these areas should be "managed". In that way, it is more restrictive than the Mankato ordinance because properties that are not residential need to maintain grass and weeds at a height of six inches. • North Mankato does not expressly exempt or apply provisions of Section 90.112 Managed Natural Lawn Area to the "exempt areas" described in Mankato's ordinance.
Requirements: "Lot Coverage"	<p>North Mankato:</p> <ul style="list-style-type: none"> • Residential lots may convert 30% of pervious surface within setbacks, excluding natural wooded areas, bluffs, and ravines. <p>Mankato:</p> <ul style="list-style-type: none"> • The area within setbacks defined in the ordinance. 	<ul style="list-style-type: none"> • North Mankato limits MNLA convertible area to 30% of pervious surface within setbacks which is stricter than Mankato. • Mankato does not specify limits further than acceptable setbacks.

<p>Requirements: “Height of Vegetation”</p>	<p>North Mankato:</p> <ul style="list-style-type: none"> • North Mankato City Code Section 90.111 “<i>Failure to Maintain</i>” states that, in general, grass and weeds cannot exceed six inches. • MNLAs may include vegetation more than six inches in height but can’t include noxious weeds, must be maintained, and can’t create a public nuisance. • MNLAs must be cut at least once annually to 12 inches or less (can be exceptions per Weed Inspector judgement) • At no time shall a MNLA interfere with motorists’ views of the street or roadway. <p>Mankato:</p> <ul style="list-style-type: none"> • Mankato City Code Section 6.18 states that it is unlawful for any property to have noxious weeds, or grass and weeds in excess of 12 inches in height. • Permitting for Mankato requires maintenance of the area (Natural Landscape) to be cut to no greater than 12 inches in height annually. 	<ul style="list-style-type: none"> • North Mankato is somewhat more restrictive in that grass and weeds cannot be allowed to exceed six inches in height vs. Mankato allowing 12 inches in height. • Both require MNLAs/Natural Landscapes to be cut to 12 inches or less in height annually.
<p>Requirements: “Location”</p>	<p>North Mankato:</p> <ul style="list-style-type: none"> • Area shall not include turf grass lawn left unattended for the purpose of returning to a natural state. • Turf grass and/or other existing vegetation shall be eliminated, and erosion controlled when establishing a managed natural lawn area. • Property must be free of blight, nuisances, and other lawn areas maintained. • Cannot be located within any drainage utility easement, public right-of-way, or adjacent to driveway. • Cannot be located within 20 feet of road intersection unless lower than 12 inches in height. <p>Mankato:</p> <ul style="list-style-type: none"> • Plantings within intersection sight triangles must be 30” in height or less. • Plantings not allowed within any drainage utility easement, road right-of-way, or conservation easement without additional approvals by City • Elimination of non-native or invasive vegetation and turfgrass. 	<ul style="list-style-type: none"> • Both cities have similar location requirements for MNLAs or “Natural Landscape”: ○ Both require elimination of existing turf grass and other vegetation ○ Both prevent locating these within drainage utility easements and public right-of-way. ○ Both have requirements for planting near an intersection with North Mankato’s being more restrictive; limiting vegetation to 12 inches where Mankato limits to 30 inches in height.

<p>Requirements: “Setbacks”</p>	<p>North Mankato:</p> <ul style="list-style-type: none"> • Front & Rear Yard – 10 feet • Side Yard – 5 feet <p>Mankato:</p> <ul style="list-style-type: none"> • Three feet from property lines, public streets, sidewalks, and alleys. <p>Setbacks may be reduced if a fence of at least four feet in height is installed or if the area is near a wetland, wooded, or other natural area.</p>	<ul style="list-style-type: none"> • North Mankato is stricter with setbacks, requiring 10 feet for front and rear yards and five feet for side yards. • Mankato requires three feet from any property line, public street, sidewalk and allow with special considerations allowable if a fence is present.
<p>Failure to Maintain</p>	<p>North Mankato:</p> <ul style="list-style-type: none"> • North Mankato City Code Section 90.111 “<i>Failure to Maintain</i>” states that, in general, grass and weeds cannot exceed six inches. If this occurs, the City will (1) notify the resident that they have five days to remedy the issue if concerning public rights of way or private property, (2) do the work and bill the resident if after specified timeframe • Alternatively, Section 90.112 “<i>Managed Natural Lawn Areas</i>” states that, if a MNLA is not installed or managed as guided, the City will (1) notify the resident that they have five days to remedy the issue if concerning public rights of way; 14 days if concerning private property, (2) do the work and bill the resident if after specified timeframe <p>Mankato:</p> <ul style="list-style-type: none"> • Mankato City Code Section 6.18 states that it is unlawful for any property to have noxious weeds, or grass and weeds in excess of 12 inches in height. • Approval, denial, and revocation of Natural Landscape Permits: <ul style="list-style-type: none"> ○ Completeness and adherence to section check ○ Transition period can be no longer than three growing seasons. ○ Those whose permit is denied shall receive written notice and may appeal. ○ Revocation of permit if: <ul style="list-style-type: none"> ▪ Weeds are present that are non-conforming ▪ Setbacks are not maintained ▪ Vegetation not maintained to appropriate height ▪ Failure to maintain per maintenance plan included in application. ▪ Revocation of Permit will occur not less than seven days later than the notice of revocation. • Notice of Noncompliance. If a property owner permits a weed or grass nuisance to exist in violation of the section, the nuisance shall be abated. 	<ul style="list-style-type: none"> • North Mankato monitors failure to maintain primarily through observations by the Weed Inspector which would only likely be triggered through receiving citizen complaints of another property owners lack of maintenance. <ul style="list-style-type: none"> ○ The City will perform maintenance for non-compliance and bill the property for the work done. ○ There is nothing stating a property owner can’t “try again” to have a MNLA. • Mankato monitors through a permitting process that has many requirements and actions the City will take to revoke a permit if property owners are non-compliant.

<p>Permits</p>	<p>North Mankato:</p> <ul style="list-style-type: none"> • Not Applicable <p>Mankato:</p> <ul style="list-style-type: none"> • Mankato requires residents interested in having native and natural plants greater than 12" on their property to obtain a "Natural Landscape Permit". • Mankato Natural Landscape Permits require the following: <ul style="list-style-type: none"> ○ Legal description of land ○ Contractors being used ○ Site Plan for the area sought to be permitted ○ A list of common and botanical names, plant sizes, and quantities of all plants ○ Specific management and maintenance plan which shall include: <ul style="list-style-type: none"> ▪ Transition period ▪ Elimination of non-native vegetation and turfgrass ▪ Replanting ▪ Maintenance of the area to be cut to 12" annually ▪ Maintenance if weeds cover 25% of the native vegetation area ▪ Erosion control measure while the ground is bare • Approval, Denial, and Revocation of Natural Landscape Permits 	<ul style="list-style-type: none"> • North Mankato does not require a permit to install an MNLA while Mankato does. • Permits for Mankato have many requirements including a site plan, list of plant characteristics, management and maintenance plan, etc.
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ATTACHMENT 1 – City of North Mankato City Code, Section 90.111 *“Failure to Maintain”* and Section 90.112 *“Managed Natural Lawn Area”*

GRASS AND WEED CONTROL

§ 90.110 DUTY OF OWNER AND OCCUPANT.

Every owner and occupant of private real property shall be responsible for cutting and controlling the grass and weeds on such property. Furthermore, if the private property abuts any street or alley, then the owner and occupant shall be responsible for cutting and controlling grass and weeds on the public property between the private property and the center of the street or alley.

(Am. Ord. 121, passed 9-16-1991)

§ 90.111 FAILURE TO MAINTAIN.

(A) If the grass or weeds attain a height in excess of 6 inches, or noxious weeds go to seed, it shall be considered prima facie evidence of the failure of the owner and occupant to comply with this subchapter.

(B) The city may then proceed as follows:

(1) Concerning public rights-of-way, the appointed Weed Inspector shall provide written notice to the property owner utilizing first class mail, advising such owner or occupant that the grass and weed cutting must be performed within 5 days. If the owner fails to cut the grass and weeds, then the city shall perform the necessary work to cut the grass and weeds, keeping an accurate account of the cost. The cost shall be assessed to the abutting private property in conformance with the provisions of this chapter;

(2) Concerning private property, the appointed Weed Inspector shall provide written notice to the property owner, utilizing first class mail, advising such owner that the grass and weed cutting must be performed within 5 days. Such notice shall also advise the owner that the city shall perform such work, with the presumed consent of the owner, if the owner fails to cut the grass and weeds within such schedule. If city employees are utilized to cut the grass and weeds, an accurate account of the time and charges shall be maintained. Such costs shall be assessed to the benefitted property in conformance with the provisions of this chapter.

(Am. Ord. 121, passed 9-16-1991; Am. Ord. 8, 4th Series, passed 1-16-2007)

§ 90.112 MANAGED NATURAL LAWN AREA.

(A) *Intent.* The City Council determines some residents' desire to use portions of lawns on residential parcels for the planting of native vegetation, which can grow to a height of greater than 6 inches. The Council finds these types of plantings may preserve, restore, or maintain natural plants and may utilize environmentally sound practices. As guidance for the community, this change in vegetation and lawn use must be properly planned, managed, and maintained. The transition period must be minimized, or the property is likely to create a public nuisance and shall be abated.

(B) *Definitions.*

MANAGED NATURAL LAWN AREA. A planned, intentional, and maintained planting of native vegetation that is free from noxious weeds as defined by the Minnesota Department of Natural Resources and may exceed 6 inches in length.

NATIVE VEGETATION. Ferns, wildflowers, grasses, sedges, rushes, shrubs, vines, and forbs that are native to the State of Minnesota ecological section 222 (Minnesota and Northeast Iowa Morainal Section), subsection 251Ba (Minnesota River Prairie), and subsection 222Mb (Big Woods) as defined by the Minnesota Department of Natural Resources and that can be found in the Minnesota Department of Natural Resources Native Plant Encyclopedia.

TURF GRASSES. Bluegrass, fescue, and ryegrass blends with non-woody vegetation interspersed with them, commonly used in regularly cut lawns.

(C) *Applicability.*

(1) Residential zoning districts.

(2) Managed natural lawn area, as defined in division (B) above, is a term used to describe a variety of lawn management practices that include but are not limited to natural lawns, natural landscapes, native lawns, pollinator gardens, rain gardens, meadow vegetation, native prairie, prairie gardens, monarch waystations, native plantings, native gardens, and butterfly habitat.

(D) *Requirements.*

(1) Any owner of a residential lot in the city may transition an area of lawn on the lot to a managed natural lawn area not to exceed 30% of the pervious surface area within the defined setbacks of the lot, excluding natural wooded areas, bluffs, and ravines.

(2) A managed natural lawn area may include native vegetation more than 6 inches in height and which have gone to seed, may not include any noxious weeds, must be maintained pursuant to the requirements of this section, and shall not create a public nuisance.

(3) A managed natural lawn area shall not include turf grass lawns left unattended for the purpose of returning to a natural state.

(4) Any managed natural lawn area shall meet the following property-line setbacks. Corner lots shall have two front setbacks:

(a) Front - 10 feet.

(b) Sides - 5 feet.

(c) Rear - 10 feet.

(5) A managed natural lawn area shall be cut at least once annually to a height no greater than 12 inches. The Weed Inspector may grant an exemption to the cutting of native vegetation within the managed natural lawn area if consistent with standard practices for managing the plantings requested for exemption. The Weed Inspector will determine standard practices.

(6) When establishing a managed natural lawn area, turf grass and/or other existing vegetation shall be eliminated, and native vegetation shall be planted through transplanting or seeding by human or mechanical means. Soil erosion should be

controlled while the ground is bare of plant growth that is sufficient to inhibit erosion and is the sole responsibility of the owner or occupant.

(7) Properties with a managed natural lawn area must be free of blight, and blighting factors, free of public nuisances, and other areas of the lawn must be properly maintained in accordance with the City Code.

(8) Managed natural lawn areas shall not be located within any drainage utility easement, public right-of-way, or immediately adjacent to any driveway.

(9) Managed natural lawn areas shall not be located within 20 feet of a road intersection unless the height of the plantings within 20 feet of an intersection does not exceed 12 inches in height.

(10) At no time shall a managed natural lawn area interfere with motorists' views of the street or roadway.

(E) *Failure to maintain.*

(1) If a property owner chooses to install a managed natural lawn area, and it is determined by the Weed Inspector that the area fails to meet the definition and requirements of a managed natural lawn area as defined in divisions (B) through (D) above, it shall be considered prima facie evidence of the failure of the owner and occupant to comply with this section.

(2) The city may then proceed as follows:

(a) Concerning public rights-of-way, the Weed Inspector or his/her designee shall provide written notice to the property owner utilizing first-class mail, advising such owner or occupant that the managed natural lawn area must be removed within 5 days. If the owner fails to remove the managed natural lawn area, then the city shall perform the necessary work to remove the managed natural lawn area, keeping an accurate account of the cost. The cost shall be assessed to the abutting private property in conformance with the provisions of this chapter.

(b) Concerning private property, the Weed Inspector or his/her designee shall provide written notice to the property owner, utilizing first-class mail, advising such owner that the managed natural lawn area must be brought into compliance with the requirements of this section within 14 days of receipt of the letter. Such notice shall also advise the owner that the city shall perform such work, with the presumed consent of the owner, if the owner fails to bring the managed natural lawn area into compliance with the requirements of this section. If city employees are utilized to cut the managed natural lawn area, an accurate account of the time and charges shall be maintained. Such costs shall be assessed to the benefitted property in conformance with the provisions of this chapter.

(Ord. 137, 4th series, passed 2--2021)

ATTACHMENT 2 – Ordinance Amending Mankato City Code
Chapter 6, Section 6.04 Relating to Regulation of Plants in Parks
and Upon Streets, and Creating Section 6.18 Relating to the
Maintenance of Vegetation

ORDINANCE AMENDING MANKATO CITY CODE CHAPTER 6, SECTION 6.04 RELATING TO REGULATION OF PLANTS IN PARKS AND UPON STREETS, AND CREATING SECTION 6.18 RELATING TO THE MAINTENANCE OF VEGETATION

WHEREAS, staff have been working to update the ordinance regarding tall grass and weeds to resolve common issues and to address new issues such as native landscaping requests; and

WHEREAS, further clarification was needed to address tall grass and weed nuisances as well as exemptions to tall grass and weed nuisances like wetlands, woodlands, agricultural land, ornamental grasses, permitted construction sites, etc. as long as they are free of noxious weeds; and

WHEREAS, natural landscape areas are now addressed with no cost city permit; however, the areas must adhere to several requirements and be maintained to specific standards; and

WHEREAS, various amendments are needed to update the language in Section 6.04 relating to the regulation of plants in parks and upon streets in addition to eliminating Subd. 10 Weed Elimination and creating Section 6.18 Maintenance of vegetation.

NOW THEREFORE BE IT ORDAINED by the City Council for the City of Mankato that Mankato City Code Section 6.04 be and hereby is amended as follows:

Sec. 6.04. Regulation of Plants in Parks and Upon Streets.

Subd. 1. Definitions. For the purposes of this section, the following terms shall have the meanings stated:

A. **Park.** "Park" shall mean any area or land owned by the City to which the public has free access as a park, whether or not such area has been individually named by the City Council.

B. **Prohibited Species.** "Prohibited Species" shall mean any tree of the following species: Populus Sp., commonly known as poplar; Salix Sp., commonly known as willow; Acer Negundo, commonly known as box elder; Betula Sp., commonly known as birch; and Coniferales, commonly known as evergreen.

C. **Boulevard.** "Boulevard" shall mean that portion of the street not improved, designated, or ordinarily used for vehicular traffic.

Subd. 2. City Responsibility. The City, under the supervision of the City Manager, shall be responsible for the enforcement of the provisions of this section.

Subd. 3. Boulevards. Any part of any street may be improved as a boulevard or park area if the width and use of such street permit such improvements. No shrub, bush, hedge, flower, vine, or plant shall be planted or sown upon any boulevard, provided that grass or any tree other than a prohibited species may be planted upon any boulevard. No tree shall be planted closer than thirty-three (33) feet from any other tree standing in any street except as authorized in writing, by the Natural Resource Specialist.

Subd. 4. Authorization to Plant, Remove and Trim Trees. Any owner of land abutting any boulevard may, upon first obtaining authorization from the Natural Resource Specialist, fertilize, prune, spray, plant or remove any tree in that part of the boulevard to which such property abuts. Every such authorization shall specify the activity thereby approved and any condition to which such authorization is subject. In the event an owner of abutting property requests authorization for the removal of a tree, the Natural Resource Specialist may issue such approval subject to the condition that such owner remove such tree in accordance with regulations established by the City, that such owner assume all or any part of the cost of such removal, or that the tree removed be replaced at a location designated by the City, by planting another tree, of which may be designated by the City.

Subd. 5. Tree Protection. It is unlawful for any person, not acting under authorization from the City, to break, injure, mutilate, kill, or destroy any tree or shrub on any street, park or other property owned by the City, or permit any fire or the heat thereof to injure any portion of any such tree or shrub. It is unlawful for any person, not acting under authorization from the City, owning, using, or having control of gas or any other substance deleterious to the continued life of any tree or shrub, to allow such gas or substance to come in contact with the soil surrounding any tree or shrub on any street, park or other property owned by the City. No person, not acting under authorization from the City shall attach or permit to remain attached to any tree or shrub on any street, park or other property owned by the City, or to any guard or stake placed for the protection of such tree or shrub, any rope, wire, chain, sign, or other device.

(Ord. No. 18-0212-1, 2-12-2018)

Subd. 6. Tree Care. The City shall have the right to plant, trim, spray, preserve, fertilize any tree, plant or shrub on any street, alley, park, or other property owned by the City. The Natural Resource Specialist may remove or cause to be removed, any tree or part thereof which is unsafe or may be injurious to any sewer or other public improvement, or is infested with any injurious fungus, insect, or other pest.

Subd. 7. Trimming and Corner Clearance. The owner of any property upon which any tree overhanging any street or right-of-way is located shall trim the branches of such tree in such a manner that such branches shall not obstruct the light from any streetlamp or the view of any street intersection, and in such a manner that there exists a clear space of eight (8) feet above the surface of any sidewalk, street, or right-of-way beneath such tree. Every such owner shall remove any dead, diseased, or dangerous tree, or any broken or decayed limb, which tree or limb may endanger the public. The City may trim any tree or shrub located on private property, in the event such tree or shrub obstructs the light from any streetlight or obstructs the visibility of any traffic-control device or sign, provided that such trimming shall be confined to the area immediately above the right-of-way. No tree may be planted or maintained within a distance of thirty (30) feet along either street from the intersection of the edge of each roadway at any street intersection.

Subd. 8. Building Operations. Any person receiving from the City any permit or permission to use or occupy any part of any public street, park or other property owned by the City, incident to the construction, installation, maintenance, moving or repair of any building or structure, utility connection or line, or any public improvement shall conduct any such activity in such a manner as not to injure, deface or destroy any tree or shrub on any street, park or other property owned by the City.

Subd. 9. Interference Unlawful. It is unlawful for any person to obstruct or interfere with the Natural Resource Specialist or any of his agents while engaged in or about the planting, cultivating, fertilizing, mulching, pruning, spraying, or removing of any tree, plant or shrub as authorized in this section.

Subd. 10. Weed Elimination. ~~Any weeds or grasses, whether or not noxious as defined by State law, growing to a height greater than twelve (12) inches, or which have gone or are about to go to seed, regardless of height, as a nuisance. The owner or occupant of any lot or parcel of land shall abate or prevent such nuisance on such lot or parcel, or on any portion of the street or alley abutting such lot or parcel. Abatement of the nuisance shall cause the complete killing of the weeds or grasses or controlling of the weeds or grass plants above the ground surface by the use of cutting, chemicals, tillage, or cropping system.~~

(Ord. of 3-25-96)

Subd. 101. Notice of Noncompliance. In the event the owner of any property fails to properly trim any tree or shrub or fails to remove any hazardous tree or limb in conformity with the provisions of subdivision 7 herein or permits a weed or grass nuisance to exist in violation of the provisions of subdivision 10 herein, the nuisance shall be abated according to the provisions of Section 9.77.

(Ord. of 3-25-96; Ord. of 2-23-2009)

BE IT FURTHER ORDAINED by the City Council for the City of Mankato that Mankato City Code Section 6.18 be and hereby is established as follows:

Sec. 6.18. Maintenance of Vegetation.

Subd. 1. Findings and Purpose. It is declared to be the findings and intent of this section to protect and preserve the city's neighborhoods and the public health, safety, and welfare of those who live there. It is determined that keeping the city free of tall grass and noxious weeds improves the quality of life of city residents by improving the aesthetics of the city, by eliminating harbor for rodents and insects, and by eliminating fire hazards. At the same time, it is recognized that requiring the mowing of grasses is under certain circumstances impractical and unreasonable, and the exemptions within this section are intended to cover these circumstances. The City also acknowledges that a variety of properly maintained landscapes within the city add diversity and a richness to the quality of life, and does not want to discourage the preservation, restoration and maintenance of diverse biologically stable natural plant communities or environmentally sound practices. The City finds that the establishment of native or naturalistic plant communities is an acceptable landscape treatment in the city. However, as a protection for the general health, safety and welfare of the larger community, this change in vegetation must be properly planned, managed, and maintained to avoid creating a public nuisance.

Subd. 2. Definitions. For the purposes of this section, the following terms shall have the meanings stated:

- A. Buffer or buffer strip – a unit of yard, together with the plantings required thereon, designed to mitigate nuisance between adjacent land uses or between a land use and a public street.
- B. Conservation easement - has the meaning assigned under Minn. State. 84C.01, as amended.
- C. Landscaping – the active involvement in the encouragement of selected plants to grow on a site.
- D. Native vegetation – grass and flowering broad-leaf plants that are native to, or adapted to, the state or plant species classified by the Minnesota Department of Natural Resources as native in the Minnesota Native Plant Database and that are commonly found in meadow and prairie plant communities. Native Vegetation does not include weeds as defined by this Section.
- E. Natural landscaping – the use of groups of plants native to the area.
- F. Natural landscape permit – permit issued by the city of Mankato allowing for native and natural plantings to exceed 12" in height in designated areas with conditions.
- G. Noxious weeds – plants as defined and designated pursuant to the Minnesota Noxious Weed Law, M.S. §§ 18.76 through 18.91, as amended from time to time, or plants so designated by the commissioner of agriculture pursuant to the state statutes, those identified by the county, or USDA-APHIS. The City Weed Inspector and/or Assistant City Weed Inspector shall maintain a current list of plants that are defined as noxious weeds for purposes of this Section.
- H. Prairie – plant community dominated by a diversity of native perennial herbaceous plants and grasses.
- I. Regularly cut – mowing or otherwise cutting vegetation so that the dimension of the vegetation measured from the ground to the top of the vegetation (as extended upright), regardless of if that is the blade of the vegetation or any other part of the plant, does not exceed 12 inches in height.
- J. Temporary erosion control grasses – grasses (winter wheat, oats, annual rye or regreen) that are used as single growing season cover or nurse crops to assist in the establishment of permanent vegetation.
- K. Traditional landscaping – the use of turf grasses and woody plants (shrubby and trees) with defined areas for cultivation of annual and perennial plants.
- L. Transitional period – the amount of time to change from one type of landscaping to another. The period should not extend beyond three growing seasons for any specific area.

- M. Turf grasses – bluegrass, fescue, ryegrass, or similar blends with nonwoody vegetation interspersed with them commonly used in regularly cut lawns.
- N. Weeds – prohibited noxious weeds as identified by the state department of agriculture, the county, or USDA-APHIS and any undesirable or troublesome plant that is horticulturally out of place exceeding the height limitations in this section. For the purposes of this section, *Taraxacum* spp (common dandelion) is not considered a weed.
- O. Wetlands – lands transitional between terrestrial and aquatic systems where the water table is near the surface. The boundary of wetlands, for purposes of this section, shall be determined according to the most recently published U.S. Army Corps of Engineers Wetland Delineation Manual.
- P. Wetland setback – The required 16.5-foot setback area around the boundary of a wetland which shall be maintained with naturally occurring vegetation.
- Q. Woodland - Woodland means a group of trees with a continuous, overlapping canopy and an average crown height of 15 feet or greater whose combined crowns, when fully leafed, cover a minimum of 80% of an area of one acre or more, and which is composed of a related canopy, understory, and ground vegetation.
- R. Woodland area - Woodland Area means the ground area contained within the drip lines of all trees contained in a woodland.

Subd. 3. Nuisance Declared. It shall be unlawful and a public nuisance for any person having control of any property in the city to allow or maintain on such property any noxious weeds, or growth of grass and weeds in excess of 12 inches in height. The owner or occupant of any lot or parcel of land shall abate or prevent such nuisance on such lot or parcel, or on any portion of the street or alley abutting such lot or parcel. Abatement of such nuisance shall cause the vegetation to be cut, removed and/or treated for weeds.

Subd. 4. Exemptions and Conditions for Exemptions. The provisions of this section shall not apply to the following:

- A. Non-noxious weeds and grass vegetation in an identified wetland area or required wetland setback.
- B. Non-noxious weeds and grass vegetation within a natural or woodland area.
- C. Non-noxious weeds, grasses, and herbaceous vegetation within 50 feet of designated stormwater ponds or natural or altered creeks, rivers, and stream corridors, including riparian buffer strips, that convey water.
- D. Non-noxious weed and grass vegetation growing on agriculturally zoned land.
- E. Non-noxious weed and grass vegetation growing within a conservation easement.
- F. Non-noxious weed and grass vegetation growing within a permitted development or construction site for the purpose of temporary erosion protection as approved by the City.
- G. Maintained and weeded prairies, or natural landscape vegetation that does not contain noxious weed growth, provided that the property owner applies for, is issued, and maintains a Natural Landscape Permit as outlined in Subd. 5 of this section.
- H. Grass and non-noxious weed vegetation on natural or altered slopes steeper than 2:1, meaning slopes that drop 1 foot for every 2 horizontal feet.
- I. Ornamental grasses and flowering plants within traditional landscape areas given that the grasses and plants do not cause an obstruction as defined in Sec. 6.06.
- J. Grass and non-noxious weed vegetation covered by any other city permitted use.

Subd. 5. Natural Landscape Permits. Natural Landscape Permits are required if a proposed landscape includes native vegetation that exceeds or is expected to exceed 12 inches in overall height. Permit applications shall be submitted to the Public Works Department. All Natural Landscape Permit applications shall contain:

- A. The name and address of the applicant and the legal description of the property within which the natural landscape area will be located if permitted.
- B. The name and address of the landscape architect, designer, or contractor being used if applicable.
- C. A site plan for the area sought to be permitted with immediately adjacent properties, public streets and alleys clearly labeled. Natural Landscape areas must adhere to the following setback requirements:
 - 1. Setback of the natural landscaped area not less than 3' from any and all property lines, public streets, sidewalks, and alleys.
 - 2. All setback areas must be maintained to a height of less than 12" in height and kept free of noxious weeds.
 - 3. Any plantings within intersection sight triangles must be maintained to a height of less than 30" at all times.
 - 4. Setback requirements may be reduced if a fence at least four feet in height is installed between the natural landscape area and the property line or if the natural landscape area is adjacent to a natural area, wooded area, identified wetland, stormwater pond, creek, stream or river corridor, conservation easement, or other approved area.
- D. A list including the common and botanical names, average plant size and quantities of all plant materials being installed.
- E. A specific management and maintenance plan which shall include:
 - 1. The estimated transition period.
 - 2. The elimination of non-native or invasive vegetation and turfgrass.
 - 3. The replanting of the area by transplant or seeded by human or mechanical means.
 - 4. The maintenance of the area to be cut back to a height of no greater than 12 inches annually between April 15 and July 15.
 - 5. The maintenance of the area to a height of 12 inches or less if weeds cover more than 25% of the native vegetation area.
 - 6. Erosion control measures to be taken while the ground is bare of plant growth.
- F. No plantings are allowed within any drainage utility easement, road right-of-way or conservation easement without additional approvals by the City.
- G. The maintenance standard in this section applies to property that has been developed with a building as defined in the building code, including vacant property combined with developed property for tax purposes, and a parcel of property that has been completely or partially disturbed by demolition, grading or other means in preparation for development or redevelopment.

Subd. 6. Approval, Denial and Revocation of Natural Landscape Permits.

- A. Approval. The Public Works Department shall determine the completeness of the application and shall issue the Natural Landscape Permit unless:
 - 1. The management and maintenance plan are incomplete or inconsistent with the application requirements; or

2. The transition period for the area is longer than three growing seasons.
- B. Denial. Any person whose application for a Natural Landscape Permit is denied shall receive written notice of such denial and may appeal that determination to the City in the manner set forth in Subd. 7 herein. If the City determines that the applicant has complied with the application provisions of this Sections, including the management and maintenance plan requirements, it shall direct the Public Works Department to issue the Natural Landscape Permit.
- C. Revocation. A Natural Landscape Permit may be revoked by the Public Works Department for any of the following reasons:
 1. Weeds are present that do not conform to this ordinance.
 2. Setbacks are not maintained.
 3. Vegetation within required setbacks listed above in Subd. 5-C are not maintained to a height of less than 12".
 4. The permittee fails to maintain the natural landscape area in a manner consistent with the management and maintenance plan included in the application.

The notice of revocation shall indicate that the revocations shall be effective on the date identified therein, which date shall be not less than seven (7) days later than the date of the notice, unless the permittee files a written appeal to the City in the manner set forth herein. If the City determines that the permittee has failed to abide by the provisions of this Sections and the approved Natural Landscape Permit, it shall direct the Public Works Department to issue a tall grass and weed violation notice pursuant to the provisions of this Section.

Subd. 7. Appeal.

- A. Filing of Appeal. Any person aggrieved by the denial of a permit application, or the revocation of a permit may appeal per Chapter 19, Administrative Hearing Procedures. Said notice must be filed to the City Clerk within twenty (20) days of the action causing the appeal.

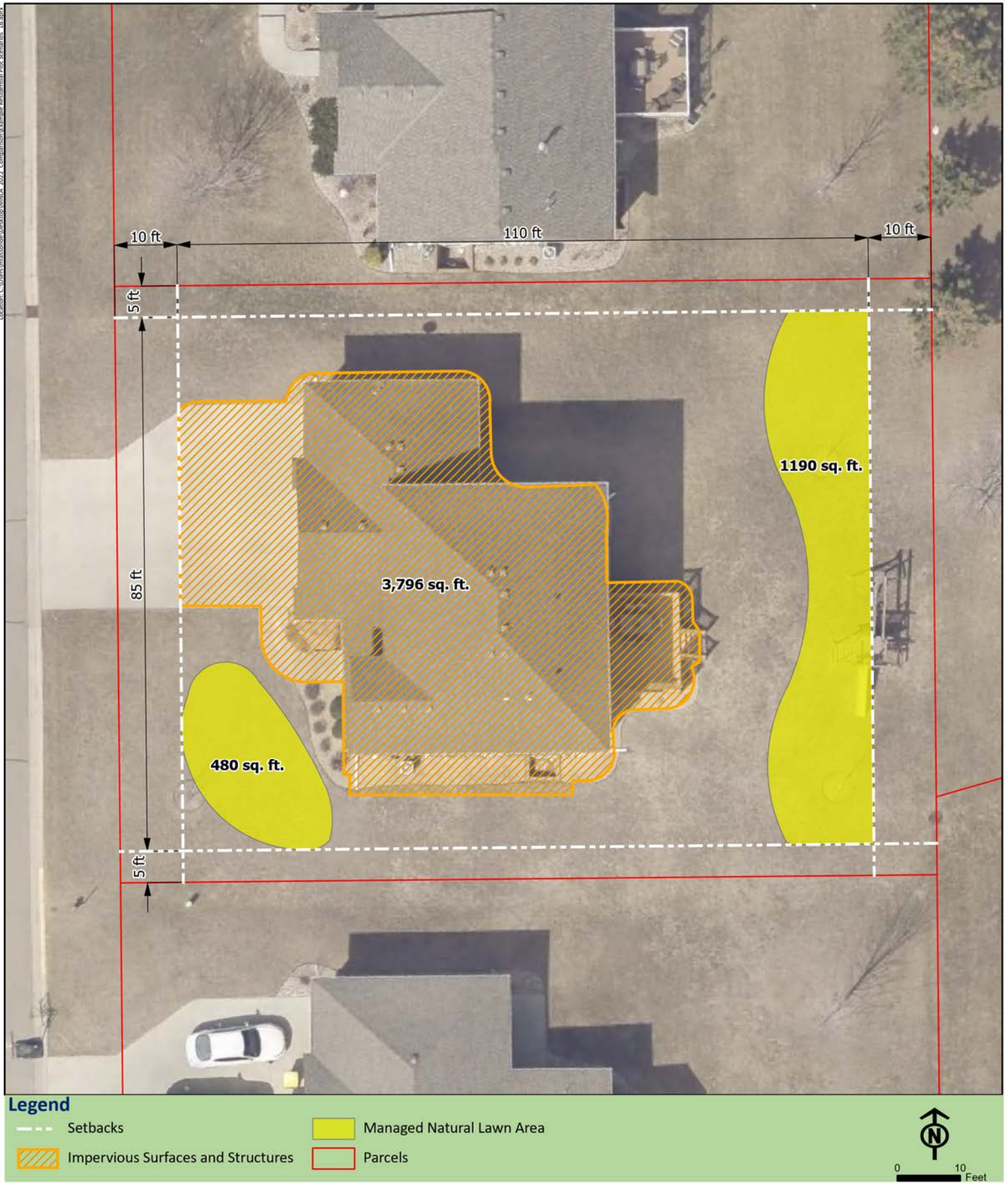
Subd. 8. Notice of Noncompliance. In the event the owner of any property permits a weed or grass nuisance to exist in violation of the provisions of Subdivision 3 herein, the nuisance shall be abated according to the provisions of Section 9.77.

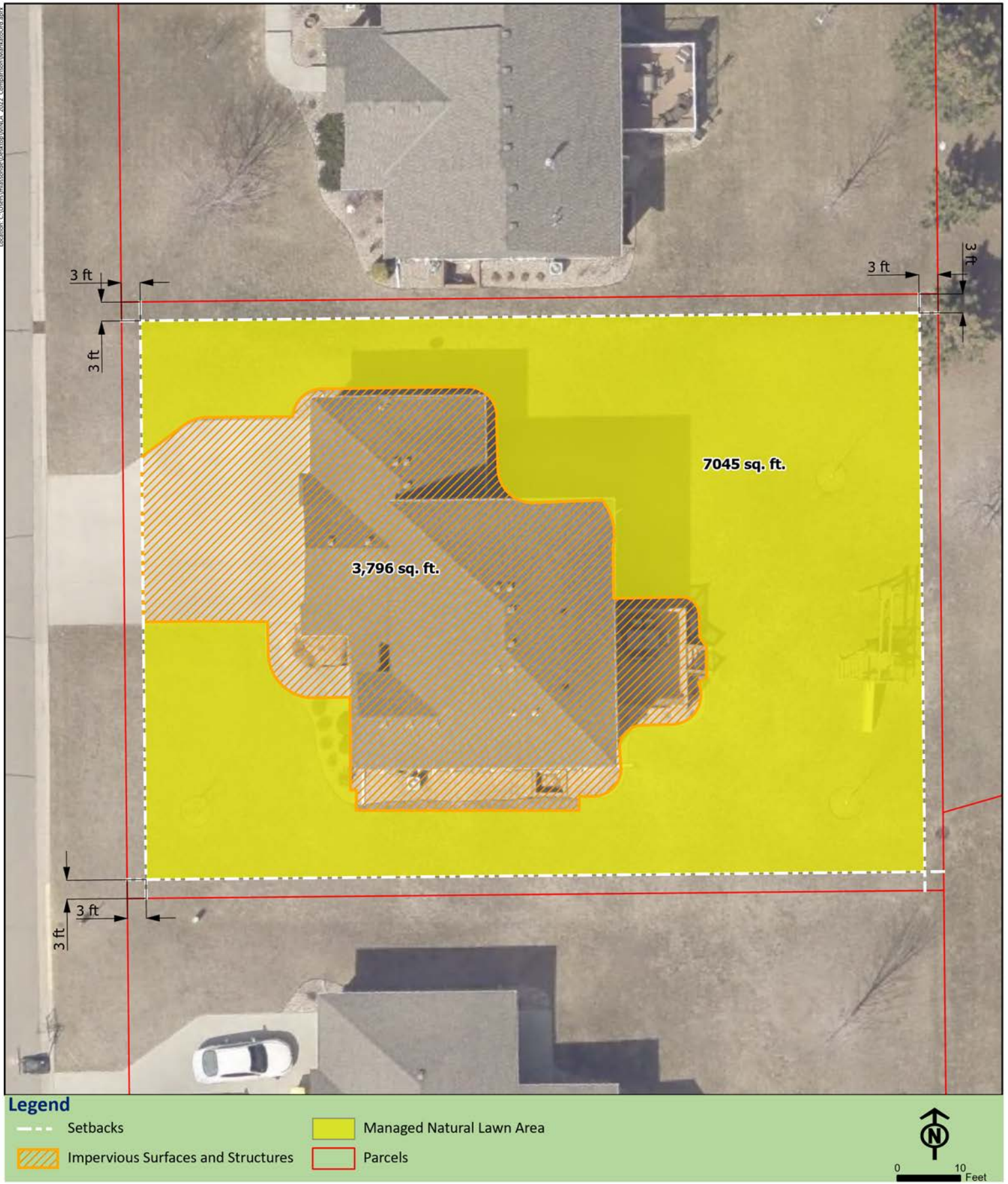
This Ordinance shall, in accordance with the provisions of Section 2.14 and 5.06 of the Mankato City Charter, become effective thirty (30) days after publication of notice of its adoption.

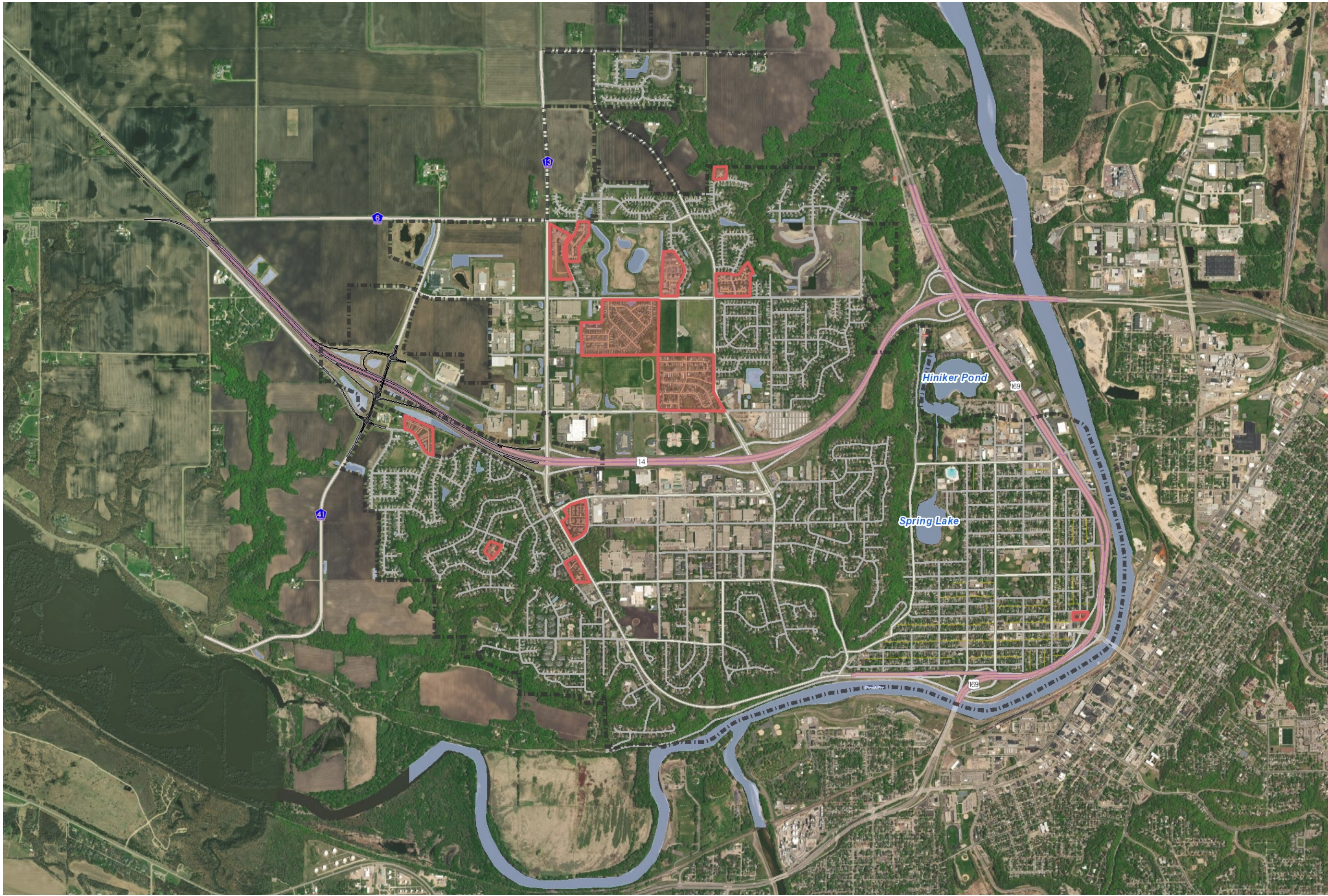
Adopted this _____ day of _____, 2022.

Najwa Massad, Mayor

Attest: _____
Renae Kopischke, City Clerk, MMC







Legend

- City Limits
- Medians
- Roadways
- Roads
 - US TRUNK HWY
 - COUNTY STATE AID HWY
 - MUNICIPAL STATE AID STREET
 - LOCAL STREET
 - PRIVATE STREET
 - RAMP
 - ALLEY
- Lakes & Ponds
- Minnesota River

Map Name



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.

0 2,107 Feet

Owner: **City of North Mankato**
 Project: **Indoor Recreation Facility**
 Location: North Mankato
 Architect: ISG, Inc.
 Estimate #: Construction Drawing Budget November 2022
 Date: 12/8/2022



NORTH MANKATO INDOOR REC CENTER BUILDING ESTIMATED COST SUMMARY

Estimate Recap		Quantity	Unit Cost	Total Cost	Variance	
Base Bid	Sports Complex w/Common Area (Current Base Bid 6 BB Courts, 4 Tennis)	82,706	GSF	\$222.19	\$18,376,858.00	-
Alt. # 1	The addition of (2) basketball courts. Approx. 12,100 SF addition to south end of building	12,100	GSF	\$128.83	\$1,558,802.00	-
Alt. # 2	The addition of (2) tennis courts. Approx. 13,500 SF addition to north end of building	13,500	GSF	\$126.30	\$1,705,115.00	-
Building Total with Alternate 1 & 2		108,306	GSF		\$21,640,775.00	
Alt. # 3	Upgrade all basketball court flooring to 2nd or better maple. 38,500 SF Base Bid 12,100 SF Alt 1	ADD +	Alt. # 1 \$27,709.00	Base Bid \$88,165.00	-	
Alt. # 4	Ugrade tennis court floor to Deco Turf Product. 28,500 SF Base Bid, 13,500 SF Alt. 2 (No # Received)	ADD +	Alt. # 2 -	Base Bid -	-	
Alt. # 5	Upgrade tennis court flooring to Herculan tennis floor. 28,500 SF Base Bid, 13,500 SF Alt. 2	ADD +	Alt. # 2 \$6,480.00	Base Bid \$24,864.00	-	
Alt. # 6	Provide a design and install for landscape irrigation on the site per the landscape plans	ADD +		\$48,880.00	-	
Alt. # 7	Install Kalwall Windows on North and South Elevations	ADD +		\$123,532.00	-	
Alt. # 8	Use PEX piping for plumbing piping in leiu of copper/steel	DEDUCT -		-\$15,000.00	-	
Alt. # 9	Use PEX piping for hydronic piping in leiu of copper/steel	DEDUCT -		-\$17,000.00	-	
Alt. # 10	Install Tile Floors in restrooms and chnaging rooms in leui of epoxy flooring (Negiligable Savings)	-		\$0.00	-	

* Key items not included in budget pricing, Contingency, Special Testing, Building Permit, Sales Tax, Furniture. Does include Payment & Performance Bond

* Kawall Windows on Building North and South End are an add alternate and not included in the base bid per the documents

* Lawn Irrigation is an add alternate and not included in the base bid per the documents.

Caswell Phase II Imp.

Uses		April 2022 Estimate	December 2022 Estimate	
Indoor Fieldhouse Construction		\$ 19,700,000	\$ 21,640,775	\$18.38 MM if reduce each side
Architect and Civil Engineer Construction Admin Fee		\$ 95,100	\$ 95,100	by 2 courts
3rd Party Testing and Commissioning		\$ 55,000	\$ 55,000	
Kitchen Equipment Purchase By Owner		\$ 200,000	\$ 200,000	
Streaming Equipment Purchase By Owner		\$ 100,000	\$ 100,000	
Contingency 5% of Construction Cost		\$ 985,000	\$ 1,082,039	
	TOTAL:	\$ 21,135,100	\$ 23,172,914	
Sources				
State Bond Appropriation		\$ 8,500,000	\$ 10,000,000	
Sales tax proceeds		\$ 6,633,355	\$ 6,633,355	
City Abatement Bonds		\$ 6,001,745	\$ 539,559	
Sales Tax Extension			\$ 6,000,000	
	Total	\$ 21,135,100	\$ 23,172,914	
	Surplus/(Shortfall)	\$ (0)	\$ -	