

Pursuant to due call and notice thereof, a regular meeting of the North Mankato City Council was held in the Municipal Building Council Chambers on March 7, 2022. Mayor Dehen called the meeting to order at 7:00 pm, asking that everyone join in the Pledge of Allegiance. The following were present for roll call: Council Members Norland, Oachs, Whitlock and Steiner, Interim City Administrator Fischer, Finance Director McCann, and City Clerk Van Genderen.

**Approval of Agenda**

**Council Member Steiner moved, seconded by Council Member Norland, to approve the agenda as presented. Vote on the Oachs, Whitlock, Steiner, Norland, and Dehen aye; no nays. Motion carried.**

**Approval of Council Minutes from February 22, 2022, Council Meeting.**

**Council Member Norland moved, seconded by Council Member Steiner, to approve the Council meeting minutes of February 22, 2022. Vote on the Oachs, Whitlock, Steiner, Norland, and Dehen aye; no nays. Motion carried.**

**Approval of Council Work Session Minutes from February 28, 2022, Meeting.**

**Council Member Steiner moved, seconded by Council Member Norland, to approve the Council Work Session Minutes from February 28, 2022. Vote on the Oachs, Whitlock, Steiner, Norland, and Dehen aye; no nays. Motion carried.**

**Approval of Special Council Meeting Minutes from February 28, 2022, Meeting.**

**Council Member Oachs, moved, seconded by Council Member Norland, to approve the Special Council Meeting Minutes from February 28, 2022. Vote on the Oachs, Whitlock, Steiner, Norland, and Dehen aye; no nays. Motion carried.**

**Public Hearing, 7 pm. Consider Amending City Code Chapter 11: Precinct Boundaries.**

City Clerk Van Genderen reported that since the State redistricting plan has been adopted, all cities must establish or reestablish their precinct boundaries and designate their polling places as required under Minn. Stat. 204B.14 subd. 3 (e). The City must complete the process by March 29, 2022. The City of North Mankato has the City's precinct boundaries codified, so the City must adopt an Ordinance to change the precinct boundaries. The proposed boundary changes will assist with the organization of the election process. Precincts are basic geographic areas for organizing and administering elections. Each precinct has separate voting rosters and voting ballot styles. Precincts are not tied to population size. The City does not have to redistrict, but the City can redistrict to accommodate population growth and changes. Several of the Cities precincts are approaching 2,000 registered voters, so the staff proposes changes to manage the growth. The preferred precinct plan is included in the packet. With no one appearing, the Mayor closed the Public Hearing.

**Consent Agenda**

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

- A. Bills and Appropriations.
- B. Res. No. 24-22 Approving Donations/Contributions/Grants.
- C. Approved Development Agreement for Burnetts Ravine Ridge No. 7.

Council Member Steiner questioned the \$34,500 paid to Taft Law and requested Attorney Kennedy return to the City Council Meetings. Mr. Steiner did not believe Attorney Weinberg should be acting as City Attorney. Finance Director McCann reported that he believes the majority of the payment to Taft was payment to the bond attorneys, not for Attorney Weinberg's services. Bond attorneys are very specialized, and there are only two or three in the region. Additional discussion was held concerning attorney presence at the meeting.

**Vote on the motion Oachs, Whitlock, Steiner, Norland, and Dehen, aye; no nays. Motion carried.**

**Public Comments Concerning Business Items on the Agenda.**

None.

**Business Items**

**Ordinance No. 148 An Ordinance of North Mankato, Minnesota Amending North Mankato City Code Chapter 11.01 Precinct Boundaries.**

Mayor Dehen commented that the staff presented two options, and the preferred option captures the growth and allows for additional growth in areas destined to grow.

**Council Member Steiner moved, seconded by Council Member Oachs, to Adopt Ordinance No. 148 An Ordinance of North Mankato, Minnesota Amending North Mankato City Code Chapter 11.01 Precinct Boundaries. Vote on the Oachs, Whitlock, Steiner, Norland, and Dehen aye; no nays. Motion carried.**

**Res. No. 25-22 Establishing Precincts and Polling Places.**

City Clerk Van Genderen noted that the City must also designate polling locations with the redistricting of the precinct boundaries. She pointed out that the City no longer utilizes the assisted living locations for Precinct 4 or Precinct 7. Instead, the City will use River Ridge Evangelical Church located at 354 Carol Court for precinct 4 and South Central Services Cooperative at 2075 Lookout Drive for precinct 7. City Clerk Van Genderen commented that the two residences in Blue Earth County are precinct 30 and a part of a mail district.

**Council Member Steiner moved, seconded by Council Member Oachs, to Adopt Res. No. 25-22 Establishing Precincts and Polling Places. Vote on the Oachs, Whitlock, Steiner, Norland, and Dehen aye; no nays. Motion carried.**

**Receive Updates on the MAPO Highway 169 Corridor Study.**

Angie Bersaw, Bolton & Menk appeared before Council to present the Hwy 169 Corridor Study. She reported that the study had been completed, and MAPO is reporting the plan results to the Cities and Counties impacted by the study. The study area is from Lake Street to the Highway 60/169 interchange. The study was divided into three subareas. The Northern Subarea is from Lake Street to the Veteran's Bridge. Ms. Bersaw noted the study provided several recommendations. Recommendations at the Highway 14/169 intersection included the installation of a stoplight to facilitate movement. Recommendations also included closing Lind Street and moving the intersection to North River Lane with a roundabout or signals. The intersection at Webster Avenue would remain fully open with either a roundabout or signals. Ms. Bersaw noted that the timing of the improvements would be dependent on MnDOT funding. The Middle Subarea includes the Veteran's Bridge access onto Belgrade. She said there were several recommendations and included the possibility of a roundabout. There are improvements planned in 2025 for pedestrian mobility improvements on the

Veteran's Bridge. Ms. Bersaw reviewed the recommendation for Riverfront Dr. in Mankato as part of the Middle Subarea. She also reviewed the Southern Subarea reviewing proposals which are located in Mankato. She noted the next steps would be to pursue funding for the project, and partner agencies would need to conduct additional planning/design work as required.

Rhonda Allis, District 7 Planning Director from MnDOT, appeared before Council and reviewed the MnDOT funding process. Ms. Allis noted that the North Mankato City staff worked with MnDOT to review the ramp at Belgrade/Hwy 169. An I.C.E. study was conducted to examine the consideration of a roundabout at the intersection. She stated MnDOT would like to present the information to the City Council.

Council Member Oachs requested clarification on the City's contribution to the proposed changes. Ms. Allis reported there would be cost participation if the project extended beyond MnDOT property.

**Res. No. 26-22 Resolution of Support for the Mankato/North Mankato Area Planning Organization (MAPO) Highway 169 Corridor.**

Interim City Administrator Fischer reported that the resolution would support the MAPO Highway 169 Corridor Study. He noted all the other partners had passed similar resolutions of support. Mayor Dehen commented that the Resolution preserves the Webster Avenue/169 full access.

**Council Member Steiner moved, seconded by Council Member Norland adopted Res. No. 26-22 Resolution of Support for the Mankato/North Mankato Area Planning Organization (MAPO) Highway 169 Corridor. Vote on the Oachs, Whitlock, Steiner, Norland, and Dehen aye; no nays. Motion carried.**

**Res. No. 27-22 Approving Plans and Specifications and Ordering Advertisement for Bids Project No. 21-05 ABCDEF Lor Ray Drive Improvement Project.**

City Engineer Sarff reported the plans and specifications had been prepared for the Lor Ray Drive Improvement Project. The proposed improvements are essentially the same as those presented with the Preliminary Engineering Report and subsequent City Council discussions. He reported the project location is from Lor Ray Drive from approximately 250 feet north of White Oak Drive to Somerset Lane. He noted the improvements include Sanitary Sewer, Watermain, Storm Sewer, and Street and Surface improvements. The estimated construction amount is \$3,764,000. Additional expenses include a right of way/easement costs of \$76,000 and Street Light Poles and Fixtures purchased directly by the City of \$32,000 for a total estimated project cost of \$3,872,000. He reported estimated funding includes \$1,100,000 from the Coronavirus Relief Fund, \$575,000 from the Local Road Improvement Program Grant, \$400,000 from the Municipal State Aid Funds, and the Remaining \$1,797,000 from assessments and GO Bonds.

**Council Member Steiner moved, seconded by Council Member Oachs, to adopt Res. No. 27-22 Approving Plans and Specifications and Ordering Advertisement for Bids Project No. 21-05 ABCDEF Lor Ray Drive Improvement Project. Vote on the Oachs, Whitlock, Steiner, Norland, and Dehen aye; no nays. Motion carried.**

**Res. No. 28-22 Declaring Costs to be Assessed, and Ordering Preparation of Proposed Assessment Project No. 21-06 ABCDEF McKinley Avenue Street & Utility Improvement Project.**

City Engineer Sarff appeared before Council and stated he would discuss Res. No. 28-22 and 29-22. He reported bids were received and opened on Tuesday, March 1 at 11:00 am for the McKinley

Avenue Street & Utility Improvement Project. This project includes street and utility reconstruction of McKinley Avenue from Sherman Street to Range Street. Two bids were received:

Bidder	Bid
Holtmeier Construction, Inc.	\$1,379,976.87
Kuechle Underground, Inc.	\$1,895,195.50

The engineer's estimate was \$1,373,100. The low bidder for the project is Holtmeier Construction, Inc. from Mankato, Minnesota. Based on the past performance with Holtmeier Construction, Inc., staff recommends awarding the bid to Holtmeier Construction. Standard city practice for projects involving special assessments is to hold the assessment hearing before awarding the contract for the project. Finance Director McCann has prepared the proposed assessment roll. Staff is requesting Council adopt the resolution declaring costs to be assessed and setting the Public Hearing for April 4, 2022, at 7 pm.

**Council Member Steiner moved, seconded by Council Member Norland, to adopt Res. No. 28-22 Declaring Costs to be Assessed, and Ordering Preparation of Proposed Assessment Project No. 21-06 ABCDEF McKinley Avenue Street & Utility Improvement Project. Vote on the Oachs, Whitlock, Steiner, Norland, and Dehen aye; no nays. Motion carried.**

**Res. No. 29-22 For Hearing on Proposed Assessment Project No. 21-06 ABCDEF McKinley Avenue Street & Utility Improvement Project.**

**Council Member Norland moved, seconded by Council Member Steiner, to Adopt Res. No. 29-22 For Hearing on Proposed Assessment Project No. 21-06 ABCDEF McKinley Avenue Street & Utility Improvement Project. Vote on the Oachs, Whitlock, Steiner, Norland, and Dehen aye; no nays. Motion carried.**

**Res. No. 30-22 Accepting Bid Splashpad Installation Project.**

Finance Director McCann reported the Splashpad was scheduled in the 2022-2026 CIP. The City received a \$150,000 donation from the Ward Family Foundation and plans on utilizing \$150,000 in AARPA Funds for the remaining balance from the General Fund-Parks. The City purchased the equipment through the State bidding process for \$149,375.00, so the bids are only for construction. The total cost for the project is estimated at \$355,903.94.

Finance Director McCann reported two bids were received:

Bidder	Bid
Commercial Recreation Specialists (CRS)	\$186,628.94
Apex Companies	\$734,400.00

Council Member Norland requested clarification on the significant difference in quotes. Finance Director McCann reported CRS specializes in this type of construction, while APEX does not have experience.

**Council Member Steiner moved, seconded by Council Member Norland, to adopt Res. No. 30-22 Accepting Bid Splashpad Installation Project. Vote on the Oachs, Whitlock, Steiner, Norland, and Dehen aye; no nays. Motion carried.**

**Highway 14 Pedestrian Bridge Study.**

City Planner Lassonde appeared before Council and reviewed the Highway 14 Pedestrian Bridge Study. He noted it is a feasibility study to determine the project's feasibility. City Planner

Lassonde reviewed the options, including an underground tunnel, which was dismissed, a clear span bridge, and a pier-supported bridge. He noted different approach types, including a traditional abutment and helical approach. The preferred location is between Lor Ray and Lookout Drive and would help connect Tower Boulevard and Fallenstein Playground. The bridge would provide additional safe routes for children going to and from Dakota Meadows. City Planner Lassonde reviewed three options ranging from \$3 million to \$3.9 million. The preferred option cost \$3.9 million, utilized helical approaches with a clear span or pier supported bridge and crossed over Highway 14 at Caswell Park. He noted the next step would be to research funding options. City Planner Lassonde requested the Council adopt the plan so that when they begin applying for grants, a feasibility study is ready, increasing the City's chances of obtaining the funding.

**Council Member Whitlock moved, seconded by Council Member Steiner, to Adopt the Highway 14 Pedestrian Bridge Study. Vote on the Oachs, Whitlock, Steiner, Norland, and Dehen aye; no nays. Motion carried.**

### **City Administrator and Staff Comments**

Interim City Administrator Fischer reported the Connecting Commerce Business Association held their annual "Love our Firefighters Raffle" event in February. They donated \$861.00 to the Fire Department.

The Swim lesson schedule is now up, and registration for classes begins on Monday, March 21 at 9:00 am.

The City is hiring for multiple summer positions right now. Visit the City website for more information or to apply.

City Clerk Van Genderen reported Absentee Voting is now available for the Nicollet County Commissioner District 3 Special Election. This special election is only for North Mankato residents in Precincts 1, 2, and 3 and will be held on Tuesday, April 12. Polls will open at 7:00 am and close at 8:00 pm. Absentee Voting will be open through April 11. To request an absentee ballot, visit the Nicollet County website.

### **Mayor and Council Comments**

Council Member Whitlock reported he visited the State Capitol last Wednesday and met with both Senator Frentz and Senator Draheim and indicated that they supported the bonding request.

Council Member Steiner requested clarification on the appointment of the City Attorney.

Council Member Oachs reported she would know more about the All Seasons Arena plans after their next meeting and bring anything she learns to the Council.

Mayor Dehen commented that curbside pickup had resumed this year. He thanked the staff for participating in Pedal Past Poverty.

At 8:30 pm, on a motion by Council Member Norland, seconded by Council Member Oachs, the Council Meeting was adjourned.

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Mayor

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City Clerk

## **COUNCIL WORK SESSION March 14, 2022**

Pursuant to due call and notice thereof, a Council Work Session of the North Mankato City Council was held in the Council Chambers on March 14, 2022. Mayor Dehen called the meeting to order at 12:00 pm. The following were present for roll call: Council Members Oachs, Whitlock, Steiner, Norland, Mayor Dehen, Interim City Administrator Fischer, Caswell Sports Director Tostenson, Culture, Recreation & Quality of Life Director Heintz, and City Clerk Van Genderen.

### **Taylor Library & Swim Facility 2021 Report**

Culture, Recreation & Quality of Life Director Heintz reported 2020 was challenging, but the Swim Facility thrived in 2021. There were 40,054 visitors to the swim facility in 2021, in the 82 days the facility was open. The facility offered 210 swim lessons with 940 kids attending. The pool, in cooperation with Connecting Kids, gave out 105 sponsorships. The facility had multiple events. The pool's concession stand sales were \$97,413. In 2022 the facility aims to have 48,000 people at the pool with 85 days open. The facility team is also creating additional event days and fitness opportunities. Membership costs will remain the same in 2022, but the day pass will increase from \$5.00 to \$6.00. The increased price will help cover chemicals and staffing. Mayor Dehen stated it is incredible the number of people enjoying the facility. Interim City Administrator Fischer requested an update on the banner sales. Director Heintz reported the goal is the sale of \$30,000 in banner sales for 2022, and the team is well on the way to meeting that goal.

Culture, Recreation & Quality of Life Director Heintz reported the North Mankato Taylor Library's circulation in 2021 was 105,297, with approximately 71,079 people coming into the Library. The Library's circulation remains on par with other regional libraries. Overdrive eBook circulation was 13,841, and Hoopla circulation was 5,687. Both electronic services continue to increase every year. The Library hosted 519 events/programs in 2021, with 20,052 people attending those events. The library collection increased by 5,643 items in 2021, and 791 items were added to Overdrive. Director Heintz reported several goals for 2022. She stated the total circulation goal is 64,000, with 75,000 people visiting the Library. The Library would like to host 500 programs and have 15,000 people attend those events/programs. Director Heintz noted some of the events that have been under the Library umbrella, like Music in the Park, will move under the Culture, Recreation & Quality of Life umbrella.

Caswell Sports Director Tostenson reviewed Caswell Sports 2021 year. He noted that the park hosted 19 events with an economic impact estimated at \$7 million. Director Tostenson reported the Minnesota State High school League Girls' State Tournament returned in 2021, and Caswell Sports has secured the tournament for an additional 5-years. The park also hosted four state tournaments and two national tournaments. There was a total of 30,230 event visitors in 2021, with an estimated 9,449 room nights. Director Tostenson reported the renovations have started to expand the concession stands and upgrade the restroom facilities, which will need to be completed by April 23 for the first tournament in 2022. The rest of the Caswell Park renovations will start on August 1, with tournaments and league playing ending around mid-August. Caswell Sports has created two new events: two high school invitationals. There will also be a 10U and 12 U national qualifying tournament to promote Caswell's national tournaments being hosted in 2022 and 2023.

Caswell Sports Director Tostenson reviewed the Caswell North Soccer Complex 2022 season, including hosting 223 games during the summer and 68 during the fall. The championship field underwent major reconstruction with the addition of an artificial turf surface,

**COUNCIL WORK SESSION March 14, 2022**

new LED lighting, and a new press box and bleachers with seating for up to 240 people. Mankato United contributed \$500,000 spread over 15 years for the project. In 2022 Caswell North will work with Mankato United to host a college showcase tournament or an event that will bring spectators and users for multiple days. The team is also developing a high school showcase of area school teams.

Caswell Sports Director Tostenson reviewed the newly acquired sports recreation programs, including Mankato/North Mankato Youth Football League, Mankato Area Youth Wrestling Association, Junior Tennis Camps, and Youth Soccer. The adult recreation team had 98 adult summer softball teams, 88 sand volleyball teams, and 34 adults fall softball teams. Director Tostenson reported Caswell Sports would continue to look for opportunities to expand adult and youth recreation opportunities.

Interim City Administrator Fischer said that the City staff would be learning with this being the first year of the Culture, Recreation, and Quality of Life Department. Still, staff will monitor and manage as necessary.

Council Member Norland moved, seconded by Council Member Oachs, to adjourn the Council Work Session at 12:28 pm.

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Mayor

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City Clerk



City of North Mankato, MN

## Claims List - Regular

By Vendor Name

Date Range: 3-21-22

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK						
00009	A-1 KEY CITY LOCKSMITHS, INC	03/21/2022	Regular	0	88.00	95488
00059	AMERICAN LEGAL PUBLISHING CORP.	03/21/2022	Regular	0	495.00	95489
00124	BAUER'S UPHOLSTERY	03/21/2022	Regular	0	150.00	95490
00147	BLACKSTONE PUBLISHING	03/21/2022	Regular	0	76.00	95491
00255	CITY OF MANKATO	03/21/2022	Regular	0	1,295.00	95492
00286	COMMUNITY EDUCATION & RECREATION	03/21/2022	Regular	0	415.00	95493
00401	EXPRESS SERVICES, INC.	03/21/2022	Regular	0	962.29	95494
03584	FACTORY MOTOR PARTS	03/21/2022	Regular	0	564.00	95495
00409	FERGUSON ENTERPRISES, INC	03/21/2022	Regular	0	1,378.03	95496
03476	FIRST CHOICE SECURITY	03/21/2022	Regular	0	290.00	95497
02969	GORDY SERBUS & SONS GRAVEL LLC	03/21/2022	Regular	0	7,665.90	95498
00499	GRAINGER	03/21/2022	Regular	0	57.15	95499
02429	J D TRUFFLES CATERING	03/21/2022	Regular	0	142.50	95500
00639	KIBBLE EQUIPMENT LLC	03/21/2022	Regular	0	90.04	95501
00710	KRAMER, JULIE	03/21/2022	Regular	0	500.00	95502
00724	LEAGUE OF MINNESOTA CITIES INSURANCE TR	03/21/2022	Regular	0	5,558.85	95503
00772	LITTLE FALLS MACHINE, INC.	03/21/2022	Regular	0	3,585.00	95504
00781	LOE'S OIL COMPANY	03/21/2022	Regular	0	45.00	95505
03236	MANKATO AREA FOUNDATION	03/21/2022	Regular	0	5,000.00	95506
00847	MATHESON TRI-GAS, INC.	03/21/2022	Regular	0	19.28	95507
00920	MINNESOTA DEPARTMENT OF HEALTH	03/09/2022	Regular	0	23.00	95484
00904	MINNESOTA STATE FIRE CHIEFS ASSOCIATION	03/21/2022	Regular	0	805.00	95508
01036	NICOLLET COUNTY RECORDER/ABSTRACTER	03/21/2022	Regular	0	92.00	95510
01037	NICOLLET COUNTY	03/21/2022	Regular	0	80.00	95509
01084	OVERHEAD DOOR CO. OF MANKATO, INC.	03/21/2022	Regular	0	409.88	95511
01106	PETTY CASH	03/21/2022	Regular	0	33.09	95512
02956	PI SPORTS, LLC	03/21/2022	Regular	0	10,000.00	95513
01124	PONDEROSA LANDFILL OF BLUE EARTH CO, INC	03/21/2022	Regular	0	223.76	95514
01133	POWERPLAN/RDO EQUIPMENT	03/21/2022	Regular	0	5,055.96	95515
02953	R & E ENTERPRISES OF MANKATO	03/21/2022	Regular	0	1,184.40	95516
03718	SASCS, LLC	03/21/2022	Regular	0	800.00	95517
01263	SCHWICKERT'S TECTA AMERICA LLC	03/21/2022	Regular	0	40,884.33	95518
02996	SME (SMITH MILL ENGINEERING)	03/21/2022	Regular	0	370.00	95519
01352	STREICHER'S, INC	03/21/2022	Regular	0	1,036.96	95520
03719	TAYLOR PRINT IMPRESSIONS	03/21/2022	Regular	0	2,919.30	95521
02012	TOTAL RESTAURANT SUPPLY CO. INC.	03/11/2022	Regular	0	10,117.45	95487
02282	WARD EINESS STRATEGIES	03/21/2022	Regular	0	4,000.00	95523
01525	WEST CENTRAL SANITATION, INC.	03/21/2022	Regular	0	30,234.08	95524
02033	AMAZON.COM	03/03/2022	Bank Draft	0	110.49	DFT0006519
02033	AMAZON.COM	03/07/2022	Bank Draft	0	44.79	DFT0006521
00137	BENCO ELECTRIC COOPERATIVE	03/07/2022	Bank Draft	0	31,894.31	DFT0006517
03248	FREDRIKSON & BYRON, P.A.	03/11/2022	Bank Draft	0	360.50	DFT0006539
03248	FREDRIKSON & BYRON, P.A.	03/11/2022	Bank Draft	0	404.50	DFT0006539
00465	GALE/CENGAGE LEARNING	03/07/2022	Bank Draft	0	233.52	DFT0006524
00608	INGRAM LIBRARY SERVICES	03/08/2022	Bank Draft	0	2,813.50	DFT0006522
00733	LAKES GAS CO #10	03/11/2022	Bank Draft	0	124.64	DFT0006542
03539	METRONET	03/15/2022	Bank Draft	0	5,514.36	DFT0006535
00910	MINNESOTA VALLEY TESTING LAB, INC.	03/08/2022	Bank Draft	0	91.25	DFT0006537
00910	MINNESOTA VALLEY TESTING LAB, INC.	03/08/2022	Bank Draft	0	61.75	DFT0006537
01335	STAPLES ADVANTAGE	03/09/2022	Bank Draft	0	93.44	DFT0006538
01470	VERIZON WIRELESS	03/07/2022	Bank Draft	0	971.13	DFT0006520
01525	WEST CENTRAL SANITATION, INC.	03/11/2022	Bank Draft	0	4,059.11	DFT0006541
00103	AUTO BODY SPECIALTIES	03/23/2022	EFT	0	13.08	4956
00105	AUTO VALUE MANKATO	03/23/2022	EFT	0	1,363.73	4957
00174	BOLTON & MENK, INC.	03/23/2022	EFT	0	80,896.00	4958
00216	C & S SUPPLY CO, INC.	03/23/2022	EFT	0	75.13	4959
02757	CINTAS	03/23/2022	EFT	0	143.41	4960



02706	CORE & MAIN LP	03/23/2022	EFT	0	2,959.00	4961
00428	FLAHERTY & HOOD	03/23/2022	EFT	0	41.25	4962
00453	FREYBERG PETROLEUM SALES, INC.	03/23/2022	EFT	0	30,345.10	4963
00463	G & L AUTO SUPPLY, LLC	03/23/2022	EFT	0	480.59	4964
00482	GMS INDUSTRIAL SUPPLIES, INC.	03/23/2022	EFT	0	126.88	4965
00494	GOPHER STATE ONE-CALL	03/23/2022	EFT	0	470.80	4966
00538	HAWKINS, INC.	03/23/2022	EFT	0	7,412.52	4967
00596	I & S GROUP, INC.	03/23/2022	EFT	0	100,800.00	4968
00680	J.J. KELLER & ASSOCIATES, INC.	03/23/2022	EFT	0	686.00	4969
00657	JT SERVICES	03/23/2022	EFT	0	2,725.21	4970
00691	KENNEDY & KENNEDY LAW OFFICE	03/23/2022	EFT	0	7,257.13	4971
03271	LARSON, MATTHEW	03/23/2022	EFT	0	83.73	4972
00776	LLOYD LUMBER CO.	03/23/2022	EFT	0	573.84	4973
00796	MACQUEEN EQUIPMENT, INC.	03/23/2022	EFT	0	500.00	4974
00819	MANKATO FORD, INC.	03/23/2022	EFT	0	1,261.33	4975
03707	MARCELLA, JOHN	03/23/2022	EFT	0	105.00	4976
00874	MENARDS-MANKATO	03/23/2022	EFT	0	325.41	4977
03717	MILLER, DARYLD	03/23/2022	EFT	0	315.90	4978
00902	MINNESOTA IRON & METAL CO	03/23/2022	EFT	0	114.15	4979
00956	MINNESOTA WASTE PROCESSING CO.	03/23/2022	EFT	0	18,735.88	4980
03673	MOTZKO, SHANNON	03/23/2022	EFT	0	70.00	4981
01009	NAPA AUTO PARTS - MANKATO	03/23/2022	EFT	0	25.52	4982
01052	NORTH CENTRAL INTERNATIONAL	03/23/2022	EFT	0	2,934.14	4983
03160	NOVEL SOLAR THREE LLC (DBA GREEN STREET	03/23/2022	EFT	0	4,436.85	4984
03687	OVERMAN, DAVID	03/23/2022	EFT	0	70.00	4985
02005	PANTHEON COMPUTERS	03/23/2022	EFT	0	7,437.25	4986
01099	PET EXPO DISTRIBUTORS	03/23/2022	EFT	0	294.98	4987
01402	POMPS TIRE	03/23/2022	EFT	0	1,323.66	4988
01160	QUALITY OVERHEAD DOOR CO, INC	03/23/2022	EFT	0	168.75	4989
01211	RIVER BEND BUSINESS PRODUCTS	03/23/2022	EFT	0	277.72	4990
03704	SCHUTZ, DYLAN	03/23/2022	EFT	0	140.00	4991
03671	SIATSI, JAMES	03/23/2022	EFT	0	35.00	4992
03674	SKANE, ANDREW	03/23/2022	EFT	0	140.00	4993
01323	SPS COMPANIES, INC.	03/23/2022	EFT	0	821.43	4994
03683	SWAFFORD, RYAN	03/23/2022	EFT	0	70.00	4995
03442	WASMUND, LARRY	03/23/2022	EFT	0	1,388.75	4996
03668	WELSH, DAKOTA	03/23/2022	EFT	0	1,575.00	4997
03705	WEYENBERG, BRADEN	03/23/2022	EFT	0	140.00	4998
03482	CARDCONNECT	03/02/2022	Bank Draft	0	570.71	DFT0006515
00219	CARDMEMBER SERVICE	03/07/2022	Bank Draft	0	18,520.75	DFT0006523
02181	ETS CORPORATION	03/02/2022	Bank Draft	0	2,422.40	DFT0006513
02003	MINNESOTA DEPT OF REVENUE	03/07/2022	Bank Draft	0	653.22	DFT0006516
02003	MINNESOTA DEPT OF REVENUE	03/09/2022	Bank Draft	0	9,702.00	DFT0006525
02003	MINNESOTA DEPT OF REVENUE	03/11/2022	Bank Draft	0	6,283.38	DFT0006531
03029	OPEN EDGE	03/02/2022	Bank Draft	0	92.55	DFT0006514
02766	SPROUT SOCIAL	03/07/2022	Bank Draft	0	99.00	DFT0006518
					500,927.67	103

## Authorization Signatures

### All Council

The above manual and regular claims lists for 3-21-22 are approved by:

---

MARK DEHEN- MAYOR

---

DIANE NORLAND- COUNCIL MEMBER

---

WILLIAM STEINER- COUNCIL MEMBER

---

SANDRA OACHS- COUNCIL MEMBER

---

JAMES WHITLOCK- COUNCIL MEMBER

## RESOLUTION APPROVING DONATIONS/CONTRIBUTIONS/GRANTS

WHEREAS, the Minnesota Statute 465.03 and 465.04 allows 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
Corinne Ort	4X8 Paver	\$50.00
Bruce Ort	12X12 Paver	\$95.00
Total		\$145.00

Adopted by the City Council this 21st day of March 2022.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

## 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      DATE OF EVENT: 6/25/22  
☐ DJ/KARAOKE MACHINE      BEGIN TIME: 5:00 pm  
☐ OTHER: \_\_\_\_\_      END TIME: 10:00 pm

LOCATION / SHELTER: 256 Belgrade Ave.

EVENT NAME: American Legion Mission 22 fundraiser

ONSITE COORDINATOR: \_\_\_\_\_ PRINT NAME: Bruce Defries

MOBILE NUMBER: 507-340-7265

☒ 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: Bruce Defries

SIGNATURE: \_\_\_\_\_

DATE: 2/10/2022

EMAIL: 25sprint@gmail.com

POLICE CHIEF: \_\_\_\_\_

CITY CLERK: \_\_\_\_\_

☐ DENIED ☐ APPROVED

☐ BOOK ☐ POLICE ☐ ONLINE ☐ \$25.00 FEE

STAFF INITIALS \_\_\_\_\_



1001 Belgrade Avenue  
North Mankato, MN 56003  
507-625-4141 Fax: 507-625-4151  
[www.northmankato.com](http://www.northmankato.com)

## Audio Permit

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- 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: May 14, 2022  
BEGIN TIME: 10:30 am  
END TIME: 3:00 pm

LOCATION / SHELTER: See Red Lot

EVENT NAME: Andy Wendinger Memorial Car Show

ONSITE COORDINATOR: \_\_\_\_\_ PRINT NAME: Jon Wendinger

MOBILE NUMBER: 507-380-1899

☒ 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: Jon Wendinger SIGNATURE: [Signature]  
DATE: March 7, 2022 EMAIL: jon.wendinger@gmail.com

POLICE CHIEF: \_\_\_\_\_

CITY CLERK: \_\_\_\_\_

☐ DENIED ☐ APPROVED

☐ BOOK ☐ POLICE ☐ ONLINE ☒ \$25.00 FEE

STAFF INITIALS \_\_\_\_\_

R00325236



1001 Belgrade Avenue  
North Mankato, MN 56003  
507-625-4141 Fax: 507-625-4151  
[www.northmankato.com](http://www.northmankato.com)

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- 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

DATE OF EVENT: April 9th, 2022



DJ/KARAOKE MACHINE

BEGIN TIME: 4:00 pm



OTHER: \_\_\_\_\_

END TIME: 6:30 pm

LOCATION / SHELTER: 200 Block of Belgrade Avenue

EVENT NAME: Bunnies on Belgrade

ONSITE COORDINATOR:

PRINT NAME: Jennifer Echevarria

MOBILE NUMBER: 210-440-1698

☒ 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: Jennifer Echevarria

SIGNATURE: 

DATE: 3/11/2022

EMAIL: [jennifer.echevarria@scouting.org](mailto:jennifer.echevarria@scouting.org)

POLICE CHIEF: \_\_\_\_\_

CITY CLERK: \_\_\_\_\_

☐ DENIED ☐ APPROVED

☐ BOOK ☐ POLICE ☐ ONLINE ☐ \$25.00 FEE

STAFF INITIALS \_\_\_\_\_



## BLOCK PARTY PERMIT

1001 Belgrade Ave  
North Mankato, MN  
56003 507-825-4141  
www.northmankato.com

Permit #: \_\_\_\_\_-2021

Start time: 4:00 pm

Date: 4 / 9 / 2022

Stop time: 6:30 pm

Location: 200 Block of Belgrade Avenue

Event Name: Bunnies on Belgrade

Name: Twin Valley Council Boy Scouts - Jennifer Echevarria

Address: 810 Madison Avenue, Mankato, MN 56001

Phone: 507-387-3123

# of People: 750

Use of Tents (or anything requiring staking) ☐ No ☐ Yes \* If Yes, Please contact Gopher State One Call 800-252-1166 one week prior to event.

Notes: \_\_\_\_\_

PLEASE INCLUDE A MAP OF THE AREA.

Audio (requires audio permit)

☐ No ☒ Yes

\* If Yes, Please fill out Audio Permit.



I, the undersigned, have received the Audio Permit Instructions and understand that failure to comply with the audio instructions may terminate the event and prevent future ability to obtain an audio permit.

SIGNED:

*Jennifer Echevarria*  
Applicant

9/11/22  
Date

☐ APPROVED ☐ DENIED

City Clerk

Date

Receipt # \_\_\_\_\_

Book \_\_\_\_\_

Online \_\_\_\_\_

Park \_\_\_\_\_

✓  
Police  
126

Staff Initials \_\_\_\_\_





Legend

- City Limits
- Catch Basins
- Subsurface Basin
- Medians
- Roadways
- Parcels (6-7-2018)
- 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.

Detour  
Signage on  
Belgrade

Road  
Closure  
Signage



Real People. Real Solutions.

66 Feet

© Bolton & Menk, Inc. Web GIS 3/13/2019 11:36 AM





# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item # 10A	Department: Engineering	Council Meeting Date: 3/21/22																																		
<b>TITLE OF ISSUE:</b> Consider Adopting Resolution Ordering Preparation of Plans and Specifications Water Treatment Plant No. 2 Filter Rehabilitation Project City Project No. 22-01																																				
<b>BACKGROUND AND SUPPLEMENTAL INFORMATION:</b> City Engineer Sarff prepared a memo and will be present to answer any questions.																																				
<i>If additional space is required, attach a separate sheet</i>																																				
<b>REQUESTED COUNCIL ACTION:</b> Adopt Resolution Ordering Preparation of Plans and Specifications Water Treatment Plant No. 2 Filter Rehabilitation Project City Project No. 22-01																																				
<b>For Clerk's Use:</b>  Motion By: _____ Second By: _____  <table style="width: 100%; border: none;"> <tr> <td style="width: 15%;">Vote Record:</td> <td style="width: 10%; text-align: center;">Aye</td> <td style="width: 10%; text-align: center;">Nay</td> <td></td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Whitlock</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Oachs</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Vote Record:	Aye	Nay			_____	_____	Whitlock		_____	_____	Steiner		_____	_____	Norland		_____	_____	Oachs		_____	_____	Dehen	<b>SUPPORTING DOCUMENTS ATTACHED</b>  <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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Real People. Real Solutions.

1960 Premier Drive  
Mankato, MN 56001-5900

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

## MEMORANDUM

**Date:** March 15, 2022  
**To:** Michael Fischer, Interim City Administrator  
**From:** Daniel R. Sarff, P.E., City Engineer  
**CC:** Nate Host, Public Works Director  
Kevin McCann, Finance Director  
**Subject:** Water Treatment Plant No. 2 Filter Rehabilitation Project  
City Project No. 22-01

Improvements to the existing two existing water filters in Water Treatment Plant No. 2 are necessary and are included in the City of North Mankato's 2022/2023 Capital Improvement Program. The proposed improvements include:

1. Remove and replace filter media
2. Remove and replace air scour grids, including new support angles and attachment hardware
3. Remove and replace underdrain nozzles
4. Remove and replace media retaining nozzles
5. Remove and replace the existing Tonka Equipment Company Filter Control panel.
6. Repainting of existing steel filters (interior only).

Both filter rehabilitations would be bid in one contract and constructed separately during non-peak water usage months over two construction seasons such that the water treatment plant can remain in service while the rehabilitation work is being done. Total estimated construction cost of the improvements is \$750,000 to \$800,000.

The plans and specifications will need to be sent to the Minnesota Department of Health (MDH) for review and approval. It is anticipated that the plans and specifications would be submitted to MDH for approval in late July, 2022. Bids would be received and the project awarded in September, 2022. Phase 1 work (Filter No. 1) would start around the first of November 2022. Phase 2 work (Filter No. 2) would start around the first of January 2023. All work would be completed and both filters would be back online by early spring.

**Recommended Action:** Adopt resolution authorizing plans and specifications. Copy of resolution is included in Council Packet.

RESOLUTION ORDERING PREPARATION OF PLANS AND SPECIFICATIONS  
WATER TREATMENT PLANT NO. 2 FILTER REHABILITATION PROJECT  
CITY PROJECT NO. 22-01

WHEREAS, improvements to the existing water treatment filters and other related work is necessary and is included in the City of North Mankato's 2022/2023 Capital Improvement Program, and

WHEREAS, the proposed improvements include the removal and replacement of filter media and related equipment, repainting the existing steel filters and other equipment, improvements to electrical and control systems, and other related work.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, the Bolton & Menk, Inc. be designated as the engineer for Project 22-01 Water Treatment Plant No. 2 .Filter Rehabilitation Project.

BE IT FURTHER RESOLVED, that the engineer shall prepare plans and specifications for the making of such improvement.

Adopted by the City Council this 21<sup>st</sup> day of March 2022.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

**CITY OF NORTH MANKATO**  
**REQUEST FOR COUNCIL ACTION**



Agenda Item # 10B		Department: Com. Dev.		Council Meeting Date: 3/21/22																																																	
TITLE OF ISSUE: Consider Approving CU-2-22 1620 Commerce Drive-Austin's Auto Repair.																																																					
<b>BACKGROUND AND SUPPLEMENTAL INFORMATION:</b> Please review the attached staff report. Interim City Administrator Fischer will discuss the Planning Commissions recommendations.																																																					
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REQUESTED COUNCIL ACTION: Approve CU-2-22 1620 Commerce Drive-Austin's Auto Repair.																																																					
<b>For Clerk's Use:</b>  Motion By: _____ Second By: _____  Vote Record: <table><tr><td>Aye</td><td>Nay</td><td></td></tr><tr><td>_____</td><td>_____</td><td>Whitlock</td></tr><tr><td>_____</td><td>_____</td><td>Steiner</td></tr><tr><td>_____</td><td>_____</td><td>Norland</td></tr><tr><td>_____</td><td>_____</td><td>Oachs</td></tr><tr><td>_____</td><td>_____</td><td>Dehen</td></tr></table>			Aye	Nay		_____	_____	Whitlock	_____	_____	Steiner	_____	_____	Norland	_____	_____	Oachs	_____	_____	Dehen	<b>SUPPORTING DOCUMENTS ATTACHED</b> <table><tr><td>Resolution</td><td>Ordinance</td><td>Contract</td><td>Minutes</td><td>Map</td></tr><tr><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr><tr><td colspan="5">Other (specify) _____</td></tr><tr><td colspan="5">_____</td></tr><tr><td colspan="5">_____</td></tr><tr><td colspan="5">_____</td></tr></table>			Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other (specify) _____					_____					_____					_____				
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CU-2-22

1620 COMMERCE DRIVE-AUSTIN'S AUTO REPAIR

## THE CITY OF NORTH MANKATO

SUBJECT: CU-2-22

APPLICANT: Matt Ballman

LOCATION: 1620 Commerce Drive

EXISTING ZONING: B-3, General Commercial

DATE OF HEARING: March 10, 2022

DATE OF REPORT: March 2, 2022

REPORTED BY: Mike Fischer, Community Development Director

### APPLICATION SUBMITTED

Request for a Conditional Use Permit (CUP) to operate an automobile repair business at 1620 Commerce Drive

### COMMENT

In 1986, a Conditional Use Permit (CUP) was issued to Lynn and Darla Austin to operate an automobile repair business at 1620 Commerce Drive (Austin's Auto Repair). The conditions were as follows:

1. The CUP is not transferable to any other party and is issued personally to Lynn and Darla Austin.
2. There will be no exterior overnight storage of partially dismantled or obvious damaged vehicles or parts.
3. Applicant is required to plant, maintain, and replace 15 Black Hills Spruce or Colorado Blue Spruce trees 12 feet on center along the east property line. The trees should be approximately 6 feet in height and planted prior to June 1, 1987.
4. No gasoline will be sold on the premises.
5. If any work is done between the hours of 10:00 p.m. and 7:00 a.m., all doors to the building must be shut.

Typically, CUP's are transferable to subsequent owners of the property. However, condition #1 states the CUP granted in 1986 is not transferable. As the Austin's are selling the business and property to Matt Ballman, it is necessary to consider a new CUP based on the change of ownership. According to Mr. Ballman, the business will operate no differently and there will be no sale of gasoline or vehicles.

In review of the conditions placed on the property in 1986, the current business has operated in conformance with the conditions including the planting of trees

on the east side of the property. However, based on the change of ownership, it is necessary reestablish reasonable conditions for the operation of an automobile repair business.

In review of the current operations of this business, attached is a recent aerial photo of the property showing several vehicles parked on grass. According to the City Code, all vehicles must be parked on a hard surface constructed of asphalt or concrete.

### RECOMMENDATION

Based on the conditions placed on the property in 1986 and conditions placed on automobile repair businesses since 1986, staff recommends approval of CU-2-22 subject to the following conditions:

1. All parts, equipment and materials shall be stored indoors or within an entirely screened in area
2. All automobile work shall be performed within an enclosed building
3. There shall be no exterior overnight storage of partially dismantled or obvious damaged vehicles
4. If any repair work is done between the hours of 10:00 p.m. and 7:00 a.m., all doors to the building must be shut
5. All vehicles and trailers stored out of doors shall be parked on a hard surface constructed of asphalt or concrete





**Legend**

- City Limits
- Medians
- Roadways
- Parcels (1-13-2021)
- Lakes & Ponds
- Minnesota River

**Map Name**



Disclaimer:

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**BOLTON  
& MENK**

Real People. Real Solutions.

0 66 Feet

© Bolton & Menk, Inc. - Web GIS 2/24/2022 10:32 AM



## Michael Fischer

---

**From:** Matt Ballman <mmballman@gmail.com>  
**Sent:** Tuesday, February 22, 2022 3:43 PM  
**To:** michael@northmankato.com  
**Subject:** Conditional Use Permit

Mike,

Good evening sir. My name is Matt Ballman and I am in the process of buying the Austin's Auto Repair property located at 1620 Commerce Drive North Mankato. I am aware that Lynn and Darla's current Conditional Use Permit, that was permitted in 1986, is not transferable and I would like to formally request a new permit. I will continue to operate the business just as it was before and no changes will be made. I look forward to hearing from you. Thank you for your time.

Thank you,

Matt Ballman  
507-514-0246



CITY OF NORTH MANKATO

February 25, 2022

Dear Property Owner:

As part of the change in ownership, the City of North Mankato received a request for a Conditional Use Permit from Matt Ballman to operate an automobile repair business at 1620 Commerce Drive (Austin's Auto Repair). The existing business operations will not change at this location. However, it will be under different ownership.

This request will be considered by the Planning Commission on Thursday, March 10, 2022 and by the City Council on Monday, March 21, 2022. Both meetings begin at 7:00 p.m. in the Municipal Building Council Chambers located at 1001 Belgrade Avenue. As a nearby property owner, you have the opportunity to comment on this request. You may either attend the meetings and speak or submit written comments to my attention by March 10, 2022.

Sincerely,

Mike Fischer  
Community Development Director

Freedom Homes LLC  
5201 Eden Ave; Suite 300  
Edina, MN 55436

KCV I Real Estate LLC  
1640 Commerce Dr  
N Mankato, MN 56003

TTB Properties LLC  
1660 Commerce Dr  
N Mankato, MN 56003

Mark Hansen  
1730 Kathleen Dr  
N Mankato, MN 56003

Earlyn Pengelly  
128 Mayan Way  
Mankato, MN 56001

Coffee Holdings LLC  
530 S Front St # 100  
Mankato, MN 56001

South Central Service CoOp  
2075 Lookout Dr  
N Mankato, MN 56003

Blue Earth County  
410 S 5<sup>th</sup> St  
Mankato, MN 56001

Charles & Wendy Marzinske  
1723 Hodgson Rd  
N Mankato, MN 56003

Lance & Donna Quick  
1727 Hodgson Rd  
N Mankato, MN 56003

Daniel Nagel  
307 Marguerite # B  
Corona Del Mar, CA 92625

B&T Pratt LLC  
2256 Aspen Ln  
N Mankato, MN 56003

Creative Minds Early Learning Center  
45425 State Highway 111  
Nicollet, MN 56074

Commerce Housing Investors LLC  
201 N Broad St; Suite 109  
Mankato, MN 56001

Jacob Birkholz  
58285 206<sup>th</sup> St  
Mankato, MN 56001

Eric Lee  
1728 Hodgson Rd  
N Mankato, MN 56003

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item # 10C	Department: Com. Dev.	Council Meeting Date: 3/21/22
-------------------	-----------------------	-------------------------------

**TITLE OF ISSUE: Consider Comprehensive Plan Amendment-Future Land Use Map.**

**BACKGROUND AND SUPPLEMENTAL INFORMATION: Please review the attached staff report. Interim City Administrator Fischer will discuss the Planning Commissions recommendations.**

*If additional space is required, attach a separate sheet*

**REQUESTED COUNCIL ACTION: Consider Comprehensive Plan Amendment-Future Land Use Map.**

**For Clerk's Use:**  
  
 Motion By: \_\_\_\_\_  
 Second By: \_\_\_\_\_  
  
 Vote Record:
 

Aye	Nay	
_____	_____	Whitlock
_____	_____	Steiner
_____	_____	Norland
_____	_____	Oachs
_____	_____	Dehen

**SUPPORTING DOCUMENTS ATTACHED**  
  

Resolution	Ordinance	Contract	Minutes	Map
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other (specify) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

<input type="checkbox"/>	Workshop
<input checked="" type="checkbox"/>	Regular Meeting
<input type="checkbox"/>	Special Meeting

<input type="checkbox"/>	Refer to: _____
<input type="checkbox"/>	Table until: _____
<input type="checkbox"/>	Other: _____

## COMPREHENSIVE PLAN AMENDMENT-FUTURE LAND USE MAP

## THE CITY OF NORTH MANKATO

SUBJECT: Comprehensive Plan Amendment-Future Land Use Map

APPLICANT: Diane Krohn

LOCATION: Part of Section 35

EXISTING ZONING: AG

DATE OF HEARING: March 10, 2022

DATE OF REPORT: March 3, 2022

REPORTED BY: Mike Fischer, Community Development Director

### APPLICATION SUBMITTED

Request the amend the Comprehensive Plan-Future Land Use Map

### COMMENT

The applicant owns 40 acres of farmland in a location shown on Exhibit A which is located outside of the current City limits. According to the Future Land Use Map within the Comprehensive Plan, the property is guided for future Low Density Residential development when it becomes part of the City. The Future Land Use Map is shown on Exhibit B. According to the Comprehensive Plan, the Low-Density Residential land use classification is consistent with single-family housing development and R-1, One-Family Dwelling zoning classification.

The applicant is considering the sale of the property to a developer who proposes to construct a combination of single-family homes and two-family homes. The proposed layout of that development is shown on Exhibit C. Due to the fact that two-family dwelling construction would not be consistent with R-1 zoning, the applicant is requesting an amendment to the Future Land Use Map which guides the applicant's property from Low Density Residential to Medium Density Residential. This amendment would allow for the construction of two-family dwellings as shown on Exhibit C.

Property guided as Medium Density is associated with R-2, One-and Two-Family Dwelling or R-3A, Medium Density zoning classifications. Permitted uses within these zoning districts include; single-family homes, two-family homes, attached townhomes and small apartments.

When the Future Land Use Map was created in 2015, there was no land guided for multi-family housing. In response, the following language is taken from the Comprehensive Plan:

“As shown on the Future Land Use Map, Figure 3-2, all areas guided for residential development outside the current City limits are shown as low density residential. Should it be determined in the future that any area guided for low density residential is better suited for medium or high-density residential development, the Planning Commission and City Council will openly consider amendments to the Future Land Use Map”.

Should the applicant be successful in amending the Future Land Use Map, it is expected that a developer will be submitted a Planned Unit Development (PUD) application for the development of the property similar to what is shown on Exhibit C.

#### RECOMMENDATION

Based on the location of the property and the layout of the proposed development, staff recommends approval of the amendment from Low Density Residential to Medium Density Residential.





Legend

- City Limits
- Medians
- Roadways

Roads

- US TRUNK HWY
- COUNTY STATE AID HWY
- MUNICIPAL STATE AID STREET
- LOCAL STREET
- RAMP
- PRIVATE STREET

- Lakes & Ponds
- Minnesota River



Map Name

Disclaimer:

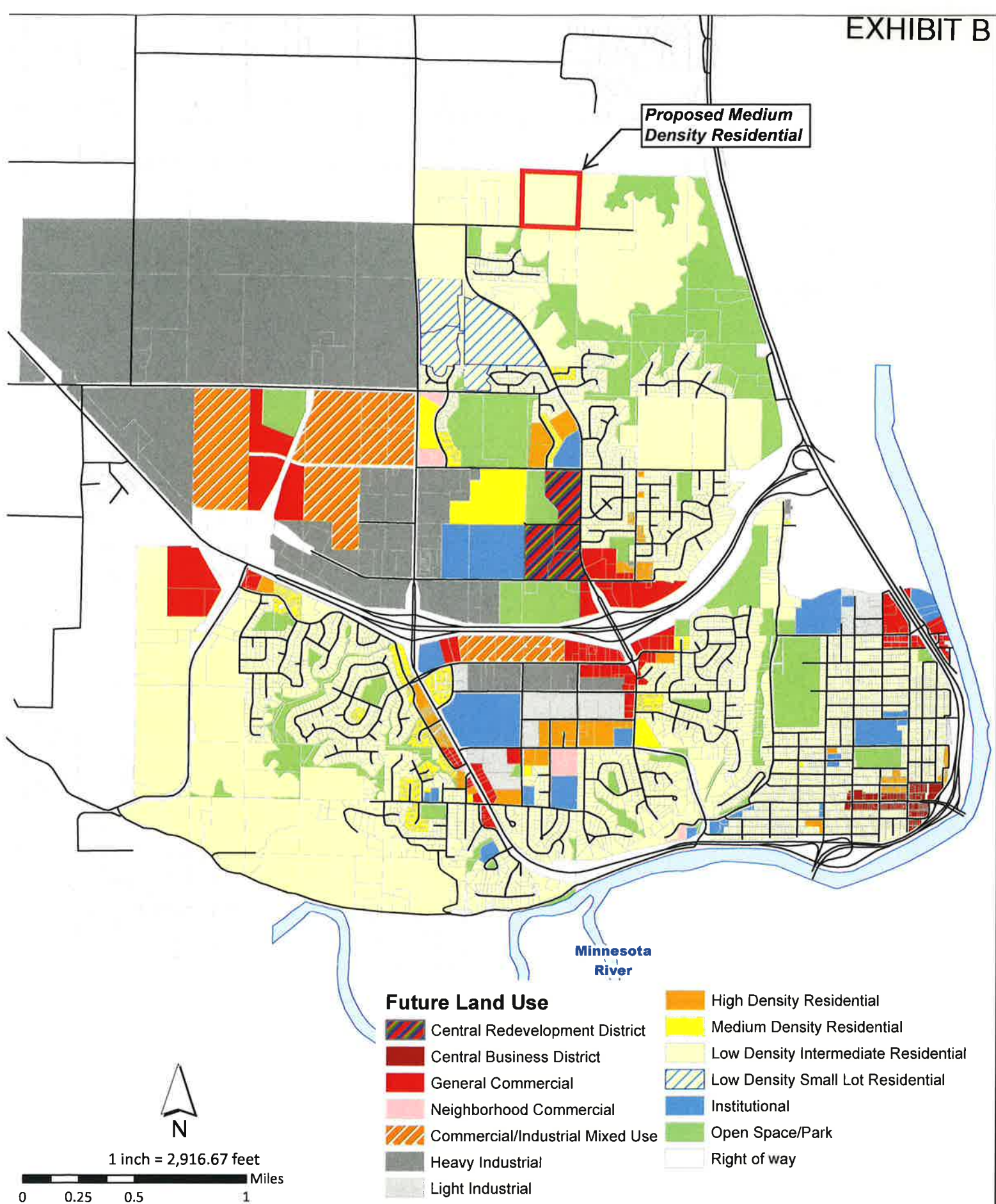
This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, information, and data located in various city, county, and state offices, and other sources affecting the area shown, and is to be used for reference purposes only.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



Real People. Real Solutions.

0 2,107 Feet









LOT TYPE LEGEND		
COLOR	LOT TYPE	QUANTITY
	POND	5,27 ACRES
	TWIN HOMES (60FT MIN LOT WIDTH)	12 LOTS / 24 UNITS
	VILLA (60FT MIN LOT WIDTH)	37 LOTS
	SINGLE FAMILY (62FT MIN LOT WIDTH)	57 LOTS
	RIGHT OF WAY	8,29 ACRES

SITE SUMMARY	
ZONING:	PUD - R-2, ONE AND TWO FAMILY DWELLING DISTRICT
SITE/LOT AREA:	38.94 ACRES
SETBACKS	
FRONT YARD	30 FEET
CORNER FRONT YARD	15 FEET
SIDE YARD	6 FEET
REAR YARD	25 FEET

PROPOSED LAYOUT



February 25, 2022

Dear Property Owner:

The City of North Mankato has received a request from Diane Krohn to amend the City's Future Land Use Map. Attached is the Future Land Use Map showing the location of the property where a change in the guided land use is proposed. In summary, as part of the City's Comprehensive Plan, areas outside of the City limits are guided for specific types of development upon annexation. The property in question is currently guided for future Low Density Residential development (single-family homes). The applicant is requesting to amend this map to change the future land use to Medium Density Residential. This change would allow the property to be developed in a combination of single-family and two-family homes as shown on the second attachment.

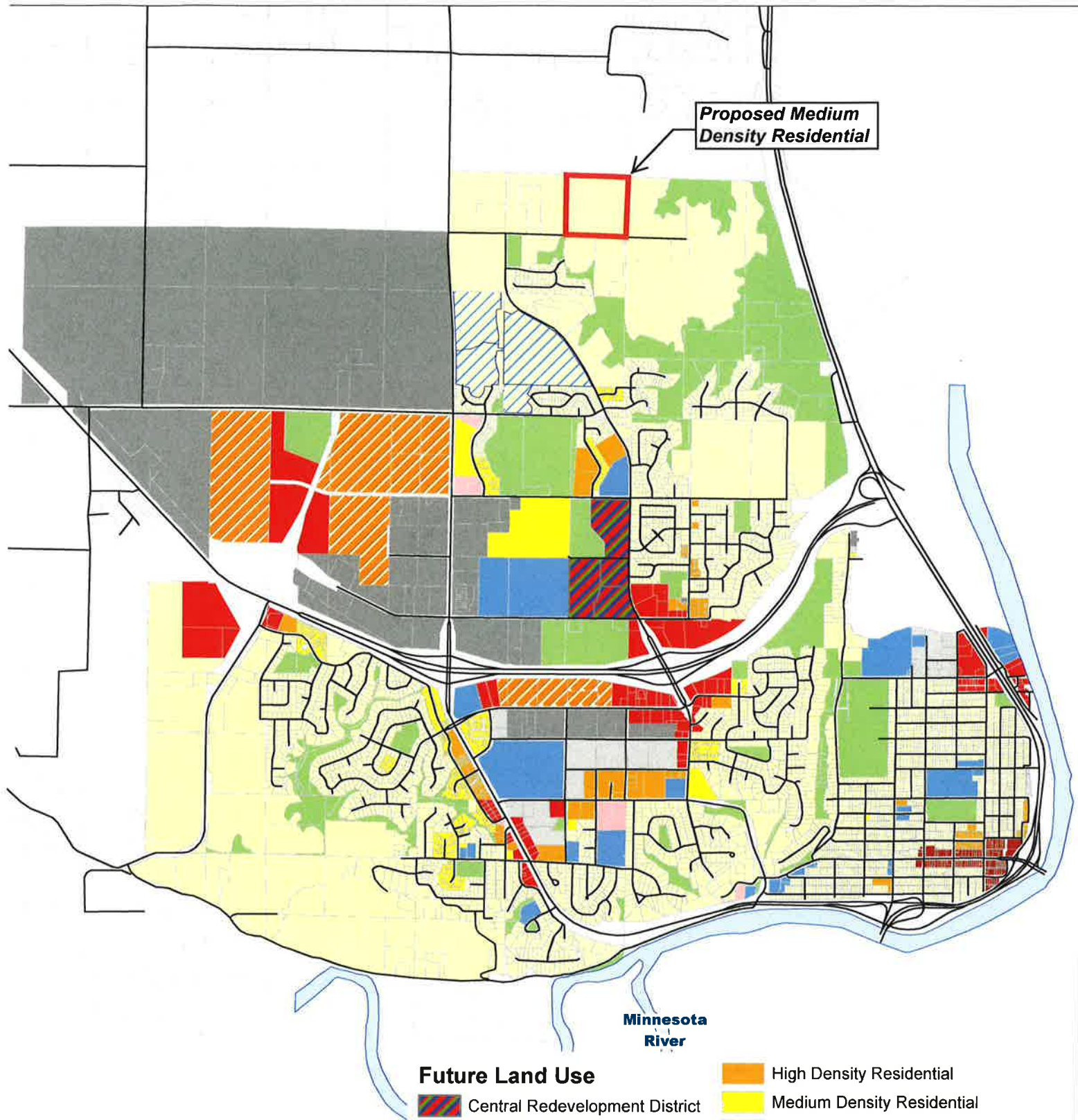
This request will be considered by the North Mankato Planning Commission on Thursday, March 10, 2022, and by the City Council on Monday, March 21, 2022. Both meetings begin at 7:00 p.m. in the Municipal Building Council Chambers located at 1001 Belgrade Avenue. As a nearby property owner, you have the opportunity to comment on the request. You may attend the meetings and provide comments or send written comments to my attention by March 10, 2022.

Sincerely,

Mike Fischer  
Community Development Director

Encls.





### Future Land Use

- |  |                                 |  |                                      |
|--|---------------------------------|--|--------------------------------------|
|  | Central Redevelopment District  |  | High Density Residential             |
|  | Central Business District       |  | Medium Density Residential           |
|  | General Commercial              |  | Low Density Intermediate Residential |
|  | Neighborhood Commercial         |  | Low Density Small Lot Residential    |
|  | Commercial/Industrial Mixed Use |  | Institutional                        |
|  | Heavy Industrial                |  | Open Space/Park                      |
|  | Light Industrial                |  | Right of way                         |



1 inch = 2,916.67 feet

0 0.25 0.5 1 Miles





LOT TYPE LEGEND		
COLOR	LOT TYPE	QUANTITY
	POND	5.27 ACRES
	TWIN HOMES (80FT MIN LOT WIDTH)	12 LOTS / 24 UNITS
	VILLA (60FT MIN LOT WIDTH)	37 LOTS
	SINGLE FAMILY (62FT MIN LOT WIDTH)	57 LOTS
	RIGHT OF WAY	8.29 ACRES

SITE SUMMARY	
ZONING:	PUD - R-2, ONE AND TWO FAMILY DWELLING DISTRICT
SITE/LOT AREA:	38.94 ACRES
SETBACKS	
FRONT YARD	30 FEET
CORNER FRONT YARD	15 FEET
SIDE YARD	6 FEET
REAR YARD	25 FEET

PROPOSED LAYOUT



Architecture • Engineering • Environmental • Planning

OVERVIEW DEVELOPMENT  
WORTH COUNTY, GA 30277-2022  
(UNAPPROVED PLAN)

ISSUE 2020

Jordan & Bethany Carver  
38457 512<sup>th</sup> St  
N Mankato, MN 56003

Schmit Brothers Partnership  
38388 512<sup>th</sup> St  
N Mankato, MN 56003

Forsberg Family Farm LLC  
435 Mount Curve Blvd  
Saint Paul, MN 55105

Lorentz Family Farm LLC  
50795 County Road 13  
N Mankato, MN 56003

Steven & Julie Hiniker  
38691 512<sup>th</sup> St  
N Mankato, MN 56003

KWS LLC  
47430 Ford Rd  
Nicollet, MN 56074

Jeffrey Kamm & Jimmei Bao  
1985 Lexington Ln  
N Mankato, MN 56003

Oevering Homes LLC  
1433 Cernohous Ave; Suite A  
New Richmond, WI 54017

Matthew Michaletz  
144 Welcome Ave E  
Mankato, MN 56001

Wayne & Shirley Meurer  
40231 455<sup>th</sup> Ave  
Nicollet, MN 56074

Lucas & Allie Carlson  
1029 W Traverse Rd  
Saint Peter, MN 56082

Joshua Ardolf  
1551 Pleasant View Dr Apt 201  
N Mankato, MN 56003

Trevor & Rochelle Baumgartner  
905 Lyndale St  
N Mankato, MN 56003

Jacqueline Murray  
46 Prairie Ct  
N Mankato, MN 56003

Ryan & Helena Mattison  
42 Prairie Ct  
N Mankato, MN 56003

# 2021 ANNUAL REPORT



## BUSINESS DEVELOPMENT



The **Business Awards and Hall of Fame** was **SOLD OUT**, having

**440**

attendees

**16**

awards presented



### GreenSeam

was present at the Minnesota Ag Expo, FarmFest, Minnesota Pork Congress, and Minnesota Chamber of Commerce annual meetings.



Worked on over **60** projects seeking to enter or expand in Greater Mankato.

Ran two talent recruitment campaigns totaling **19,300** impressions

**Visit Mankato** hosted colleagues from MN for the Annual Education Summit with Anna Thill serving as the association's Chair.

**50** in person & **15** virtual attendees



City Center Partnership's **Bonus Gift Card Program** saw



**\$38k**

in receipts turned in for bonus gift cards equating to **\$5** in additional spending for every **\$1** City Center Partnership invested.

**56** sports, **15** conferences, and **9** leisure events assists with an economic impact of

**\$10.8M**



from the sporting events.

Greater Mankato Growth, Inc. hosted the first hybrid community event, the **2021 Annual Meeting** featuring Ross Bernstein as keynote speaker.



**Jeni Bobholz, Jim Marzolf, Brett Prescher, and Kato Moving & Storage, Mayflower** received the 2020 Volunteer of the Year award from the four business units.

**219** people safely gathered at the Mayo Clinic Health System Event Center and on Zoom.

The **Mankato Marathon** hosted

**+3,100** runners from **32** states.

Economic Impact of **\$1.85M**



The Relay and Half Marathon races

**SOLD OUT!**

"My sister and I ran in honor of our mom this year. She loved the Marathon weekend so much! It was her favorite." - Nikki Basemer

**GreenSeam** Partnered with MNSU Strategic Partnerships in building a Small Business Administration, Community Navigator grant with a purpose of supporting main street businesses focused on food and agriculture. The **\$940,000 grant** will support MNSU, GreenSeam, Mogwai Collaborative, AURI, Southern MN Center of Ag, and Region 9.



**Tour of Manufacturing**, which included tours of **9** businesses & post-secondary institutions had over

**1,000** views.





# 2021 ANNUAL REPORT

## BUSINESS DEVELOPMENT CONTINUED



The **Greater Mankato on the Green** golf tournament SOLD OUT as it gathered **155** golfers and **37** sponsors for business connections and networking.

**+280** attendees joined **GreenSeam's Celebration of Ag** at ISG Field. It was a great day for baseball and networking with key area leaders and sharing GreenSeam and agricultural updates.



**Senior Games** welcomed **522** registrants from 26 states. Participants chose from 20 sports scattered among 11 venues in Greater Mankato. Estimated Economic Impact of

**\$478,589**



Brought back Business After Hours twice a month to showcase businesses and provide networking opportunities.

**GreenSeam's** Rural Forum "Weathering the Xtremes" hosted **270** attendees which included students, two key-note speakers, two FFA officers, and three Minnesota Legislators. Press coverage was extensive: Linder Farm Network, KTOE, KEYC live, Alpha Media, St Peter Herald, and the front page of Mankato Free Press.

The first **Kato Local Holiday Experience** launched with

**71** participating businesses

promoted through a robust social & print campaign and passport.



Surveyed 1 Million Cups presenters, learning that **86%** of presenters receive actionable feedback or connections that improved their business.



Visit Mankato hosted **13** SHRPA's to create **37** adventures featuring **77** Greater Mankato businesses, attractions, historical markers and parks. Our SHRPA's took **836** photos which spurred an impressive **580K** impressions and **2.5K** interactions. Each business was contacted and given the link to share on their social media to further the already impressive reach.



E News subscribers

**116%**

Intent to Travel up

(Based on inquiries and website visits from non-residents)

**106%**



Facebook Likes

**18%**



Instagram Followers

**24%**

all compared to 2019

Helped launch the Tapestry Project – bringing a cohort of 14 Refugee and Immigrant Entrepreneurial Explorers together with a cohort of business connectors for training and resources to support their **entrepreneurial goals.**





# 2021 ANNUAL REPORT



## TALENT



**170** members  
**56** NEW members

The **Greater Mankato Young Professionals** had **18** in-person and **4** virtual networking and professional development events and **2** mentor programs.

**3** resiliency series webinars hosted Mayo Clinic Health System had an average of **130** attendees.



Piloted and launched the professional development series which featured exceptional speakers: Scott Morrell, Dr. Cindra Kamphoff, and Todd Thiewes.



With the help of **GreenSeam**, Mankato Area Public Schools secured funding for a new greenhouse and has hired their second Ag teacher which allowed **+400 students** to go through the Ag program in 2021.

**16** business and non-profit leaders participated



**GREATER MANKATO EXECUTIVE Sounding Board**

in **2** cohorts of the Executive Sounding Board.

**20** participants graduated from **Greater Mankato Leadership Institute** in August.

Additional virtual sessions were added because of COVID-19.



## LIVABILITY



**31** new sculptures were installed for the **CityArt Walking Sculpture Tour 10<sup>th</sup> Anniversary exhibit.**

### CityArt Walking Sculpture Tour Survey Results:

**560** survey responses were collected via the online People's Choice Award voting platform. The findings are:

- 92% rated the tour as excellent with 68% traveling from 75+ miles away
- voters from 8 countries, 40 states and 260 zip codes responded

Visit Mankato pulled together a Greater Mankato Bike Task Force with representation from Mankato & North Mankato, Blue Earth & Nicollet Counties, Greater Mankato Bike & Walk Advocates, and other local biking enthusiasts. In 2021 they developed a unified brand for the regional trail system giving all trail users a sense of place and wayfinding. Implementation will begin in 2022.



**24**

businesses participated in the **Let it Glow, Kato!** holiday window display.

**872**

votes were submitted.

**City Center Partnership** hosted **3** installments of the free summer concert series, **Alive After 5.**



Hosted **4** installments of **Songs on the Lawn**, the free summer gathering that features music, entertainment, and local food.



**28** businesses participated in the **Adopt-a-Planter** program



# 2021 ANNUAL REPORT

## LIVABILITY CONTINUED

**Greater Mankato Growth**  
Published by Two Wingett • May 11, 2021

We are excited to announce the 18th annual Songs on the Lawn, a free-of-charge summer commencement in the City Center! Thursdays in June will once again be all about music, entertainment, and local food at Civic Center Plaza in Mankato, from 11 am to 1 pm. Mark your calendars for June 3, 10, 17, and 24, dust off your lawn chair, and stay tuned for more information.

Songs on the Lawn 2021 is presented by Xcel Energy.

**GMG's** top performing Facebook post the announcement of Songs on the Lawn:

<b>14,442</b> people reached	
<b>1,203</b> engagements	<b>12</b> comments
<b>107</b> interactions	<b>69</b> shares

## ADVOCACY AND VISIBILITY

**GreenSeam** published the **2022 State of Ag Survey Report**, focusing on the state of agriculture in our region. It was presented at a press conference that was broadcast on social media. The report helps to better understand how businesses, organizations, and leaders view the opportunities and challenges facing agriculture in Minnesota.



**Visit Mankato** leadership testified in Senate hearings in support of Explore Minnesota Tourism's **\$6M** funding request for tourism recovery programs.

Worked with congressional delegation to introduce legislation that would expand the opportunity zones program nationwide. This allows more communities to take advantage of a program that helps drive development and economic growth.



<b>41,443</b>	<b>149.3%</b>
page reach	increase
(2021 stats vs. 2020)	



**GREENSEAM**

<b>33,841</b>	<b>67.7%</b>
page reach	increase
(2021 stats vs. 2020)	



**GreenSeam** received  
**\$150,000**

from the State of Minnesota & MN Department of Ag over the next two years.



Virtual meetings with Greater Mankato legislators during the Chamber **Week at the Capitol** (March 1 - 4) were a success, covering topics including vaccine distribution, economic recovery, benefit flexibility, and connectivity/broadband.

Diligently coordinated and worked to inform, engage, and provide opposition regarding proposed changes to the Metropolitan and Micropolitan Statistical Area (MSA), which could eliminate Mankato/North Mankato as a MSA impacting funding opportunities and economic investment opportunities for our region.

GREATER MANKATO  
**PUBLIC**  
*Affairs*



An executive round table was held with Commissioner Steve Grove and Deputy Agriculture Commissioner Andrea Vaubel to discuss programs and initiatives to boost support and impact for our region.

After years of advocacy GMG and other stakeholders celebrated a ribbon cutting for the new section of Highway 14 between Owatonna and Dodge Center that is now open.





# 2021 ANNUAL REPORT

## ORGANIZATION

Ranked

**4<sup>th</sup>**

Largest Chamber of Commerce in Minnesota after Minneapolis Regional Chamber, Minnesota Chamber and St. Paul Area Chamber.

**GREATERMANKATO.COM**

**105%** NEW users

(176,773 users in 2021 vs. 86,423 users in 2020)

**96%** sessions

(201,864 sessions in 2021 vs. 103,012 sessions in 2020 )

**74%** page views

(272,955 views in 2021 vs. 156,902 views in 2020)



GREATER  
MANKATO  
GROWTH

**909**



GREATER  
MANKATO  
GROWTH

**MEMBERS**

**74**

**NEW MEMBERS**



**31**

visits to new  
Greater Mankato  
Growth Members

GREATER  
MANKATO  
*Cavaliers*



GREATER  
MANKATO  
*Ambassadors*

**87**

visits to new business  
developments  
in Greater Mankato



GREATER  
MANKATO  
GROWTH

Visit  
*Mankato*

citycenter  
partnership



GREENSEAM

Greater Mankato Growth, Inc. (GMG) is comprised of four business units; Greater Mankato Growth, the regional chamber of commerce and economic development organization; Visit Mankato, the local destination management organization; City Center Partnership, a downtown development organization; and GreenSeam, which utilizes agriculture to build on the region's extensive agribusiness assets to develop the ag economy.