

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 21, 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, Whitlock and Steiner, Interim City Administrator Fischer, Public Works Director Host, and City Clerk Van Genderen. Absent: Council Member Oachs.

Approval of Agenda

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

Approval of Council Minutes from March 7, 2022, Council Meeting.

Council Member Whitlock moved, seconded by Council Member Steiner, to approve the Council meeting minutes of March 7, 2022. Vote on the Whitlock, Steiner, Norland, and Dehen aye; no nays. Motion carried.

Approval of Council Work Session Minutes from March 14, 2022, Meeting.

Council Member Norland moved, seconded by Council Member Steiner, to approve the Council Work Session Minutes from March 14, 2022. Vote on the Whitlock, Steiner, Norland, and Dehen aye; no nays. Motion carried.

Consent Agenda

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

- A. Bills and Appropriations.
- B. Res. No. 31-22 Approving Donations/Contributions/Grants.
- C. Approved Audio Permit for June 25, 2022, at 256 Belgrade Avenue from 5:00 pm to 10:00 pm for American Legions Mission 22 Event.
- D. Approved Audio Permit for May 14, 2022, at South Central College Red Lot from 10:30 am to 3:00 pm for the Andy Wendinger Memorial Car Show.
- E. Approved Audio Permit and Block Permit for April 9, 2022, from 4:00 pm to 6:30 pm for Bunnies on Belgrade.

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

Public Comments Concerning Business Items on the Agenda.

David Endres, 35 Prairie Court, appeared before Council and opposed the Comprehensive Plan Amendment-Future Land Use Map. He stated that the builder only does minimum work and barely meets the covenant standards. He indicated the traffic leading to the development would become an issue for the Reserve.

Nate Hermer, Engineer from ISG for the developer, stated the developer plans on mixed housing types, with the majority being single-family homes, patio homes, and some twin homes. The Reserve Development's view of the new development would be obscured. There will be a stormwater holding pond between the road to separate the Reserve development from the new development itself.

Matthew Burkett, 1931 Sheridan Court, appeared before Council and opposed the Comprehensive Plan Amendment-Future Land Use Map. He indicated the dual family homes would

not be in line with the original Future Land Use Map and would not be in line with the lifestyle and quality of life the residents of the Reserve want to maintain.

Business Items

Res. No. 32-22 Ordering Preparation of Plans and Specifications Water Treatment Plant No. 2 Filter Rehabilitation Project City Project No. 22-01

Public Works Director Host appeared before Council and reported the resolution would authorize the drafting of plans and specifications for rehabilitation of the existing two water filters in Water Treatment Plant No. 2. The rehabilitation is included in the 2022/2023 Capital Improvement Plan and is necessary as the filters were last rehabbed in 2002 and are at the end of their life expectancy. 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 will 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 November 1, 2022. Phase 2 work (Filter No. 2) would start around January 1, 2023. All work would be completed, and both filters would be back online by early spring.

Council Member Norland moved, seconded by Council Member Steiner, to Adopt Res. No. 32-22 Ordering Preparation of Plans and Specifications Water Treatment Plan No. 2 Filter Rehabilitation Project City Project No. 22-01. Vote on the Whitlock, Steiner, Norland, and Dehen aye; no nays. Motion carried.

Approve CU-2-22 1620 Commerce Drive-Austin's Auto Repair.

Interim City Administrator Fischer reported the request is for a Conditional Use Permit to operate an automobile repair business at 1620 Commerce Drive. He reported in 1986, a Conditional Use Permit was issued to Lynn and Darla Austin to operate an automobile repair business at 1620 Commerce Drive. There were five conditions included in the CUP and included that the CUP was not transferrable, no exterior overnight storage of partially dismantled or obviously damaged vehicles or parts, the maintenance of trees to screen the property, no gasoline sold on the premise, and work completed between 10:00 pm and 7:00 am must be performed with the doors shut.

Interim City Administrator Fischer said that normally CUPs are transferable to subsequent owners; however, this one is not. He noted that the Austins are selling the business and property to Matt Ballman, and it is necessary to consider a new CUP based on the change of ownership. Mr. Ballman has reported that the business will operate no different, and there will be no sale of gasoline or vehicles. City staff is recommending the CUP with 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 obviously damaged vehicles.
4. If any repair work is done between the hours of 10:00 pm and 7:00 am, 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.
6. Applicant is required to maintain the existing 15 spruce trees located along the east property line. Should a tree die, applicant is required to replace the tree with a similar species.
7. No boats, trailers, campers, or recreational vehicles may be stored out of doors on the property.

He noted the Planning Commission recommends approval of the CUP. Council Member Norland asked about the building to the east of the property. Interim City Administrator Fischer reported the school district owns the building. Mayor Dehen requested clarification on if the CUP is now transferrable. Interim City Administrator Fischer reported that it is transferrable.

Council Member Steiner moved, seconded by Council Member Norland, to Approve CU-2-22 1620 Commerce Drive-Austin's Auto Repair. Vote on the Whitlock, Steiner, Norland, and Dehen aye; no nays. Motion carried.

Consider Comprehensive Plan Amendment-Future Land Use Map.

Interim City Administrator Fischer reported the request by the applicant is to amend the Comprehensive Plan-Future Land Use Map. The owner, Diane Krohn, owns 40 acres of farmland just outside of the 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. 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. 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.

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.

Interim City Administrator Fischer noted that in 2015 when the Future Land Use Map was created, there was no land guided for multi-family housing. He noted the Comprehensive Plan acknowledged that no property was guided for anything but low-density residential, and the Planning Commission and the City Council could consider changing the designation.

Interim City Administrator Fischer reported that the Planning Commission recommended denying the request. Council Member Steiner stated he would support the Planning Commission's recommendations. Council Member Norland commented that the homes that are being proposed look good, and the twin homes also look good, and she would be in support of the amendment. Council Member Whitlock commented that he is for expanding the housing selection in North Mankato but would reject the recommendation based on the residents' comments. Mayor Dehen commented that the traffic issue commented on by the residents would be resolved as the residents of the proposed subdivision would utilize Somerset and would not go into the Reserve. He recognized the residents of the Reserve's concerns about the area not being suited for R-3, but an R-2 designation could be considered. He stated a need for additional housing options in North Mankato's market. Mayor Dehen suggested sending the request back to the Planning Commission to consider only allowing an R-2, not an R-3.

Council Member Norland moved, seconded by Council Member Steiner, to have the Planning Commission Review the Proposal. Vote on the Whitlock, Steiner, Norland, and Dehen aye; no nays. Motion carried.

City Administrator and Staff Comments

Interim City Administrator Fischer reported MAPO Lookout Drive Corridor Study is conducting a Virtual Open House, which will close on March 25, 2022.

Interim City Administrator Fischer stated 2022 swim lessons registration is now open.

Interim City Administrator Fischer reported Tennis and Volleyball Nets are being installed at local parks.

Interim City Administrator Fischer invited everyone out to Bunnies on Belgrade on Saturday, April 9, 2022. The event is hosted by the Twin Valley Council Boy Scouts of America and Business on Belgrade.

Interim City Administrator Fischer stated the City is hiring for various summer seasonal positions. Please visit the City website to apply.

Public Works Director Host reported all 70 of the ash trees had been removed, and stump grinding and tree planting will follow.

Public Works Director Host stated the Mill and Overlay notices to residents have been sent out in preparation for those projects.

Public Works Director Host reminded residents that junk pick-up is scheduled for lower North Mankato on April 18-22 and upper North Mankato on April 25-29.

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

Mayor Dehen congratulated Council Member Steiner and his band City Mouse on their 50 years of playing.

Mayor Dehen noted he attended the Greater Mankato Growth Annual Meeting, and their annual report is included in the packet. He stated that GMG would be in attendance at the next Council Work Session.

At 8:35 pm, on a motion by Council Member Norland, seconded by Council Member Steiner, the Council Meeting was adjourned.

Mayor

City Clerk

COUNCIL WORK SESSION March 28, 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 28, 2022. Mayor Dehen called the meeting to order at 12:00 pm. The following were present for roll call: Council Members Oachs, Steiner, Norland, Mayor Dehen, Interim City Administrator Fischer, Public Works Director Host, and City Clerk Van Genderen. Absent: Council Member Whitlock.

Greater Mankato Growth

Mayor Dehen welcomed Jessica Beyer, President, and CEO of GMG, Inc., Andy Wilke, Business Development & Public Affairs Director, and Ryan Vesey, Economic Development & Research Manager. Jessica Beyer thanked the Mayor for allowing GMG to present information to the City Council to discuss GMG's work on behalf of North Mankato. She noted the organization exists to support and promote its members' economic growth and vitality and the regional marketplace. The organization's four pillars are Business Growth and Development, Talent Growth, Retention and Attraction, Regional Livability, and Advocacy of the Marketplace.

Ryan Vesey addressed the Council concerning the REDA Partnership. The partnership focuses on developing a regional alliance to promote economic and community prosperity. The partnership's goals are business retention and expansion, new enterprise and emerging business development, new business development, and marketplace enhancement. Partners include Eagle Lake, Lake Crystal, Mankato, North Mankato, St. Peter, Blue Earth County, and Nicollet County. The City of North Mankato's 2022 Partnership Contribution is \$34,933. It contributes to regional economic development services for the overall regional marketplace, including cities and counties, specifically outlined in the Joint Services Agreement. Greater Mankato Growth, Inc. Matches every dollar invested by all Alliance partners 1 to 1. Each dollar invested by the City of North Mankato leverages \$18.72 in matching public and private contributions. The funds are used for economic development and marketing resource subscriptions, business development and recruitment, and promotional materials including videos, media, social media, and printed materials and human capital and resources by way of dedicated and shared staff.

Andy Wilke reported the City Center Partnership's mission as a private/public partnership is to promote collaboration and foster investment in the City Center to attract and support the growth of a diverse array of businesses, customers, visitors, and residents in the region. The organization's vision is a vibrant City Center that anchors and exemplifies the region's creativity, diversity, and vitality. The strategic work plan areas include livability and development, aesthetics and vitality, and CityArt. Greater Mankato Growth, Inc. also acts as the regional chamber. Chamber activities include celebrating business milestones, promoting community businesses, and offering a leadership program.

Jessica Beyer reported GMG also puts out a weekly e-newsletter with various topics. Once a month, the organization hosts an after-hours business event to highlight businesses and provide opportunities for networking.

Council Member Norland thanked Andy Wilke for attending the legislature day in the capital to promote the Caswell bonding request.

Council Member Oachs requested GMG connect with the new leadership on Business on Belgrade to continue promoting the events.

Mayor Dehen mentioned the GMG event's Brewing in Our Cities event, held on April 30, 2022. He noted Mayor Massad from Mankato and himself would be present for the event.

COUNCIL WORK SESSION March 28, 2022

Mayor Dehen requested Ms. Beyer provide additional information on the community planning. She noted a lot of work was completed for vision 2020, and now the region continues to plan for the future.

Mayor Dehen requested clarification from Ryan Vesey concerning the change in focus from attracting new businesses to the retention and expansion of companies. Mr. Vesey commented the plan would not stop attracting new businesses but rather increase efforts on the retention and expansion of the current companies.

Jessica Beyer thanked the Council for their continuing support and partnership.

Annual Street, Shop, and Street Light Report

Public Works Director Host reported the Public Works Department's objectives are Safety, Quality, and Productivity.

The goal of safety is to perform work safely. The staff is working towards that goal through education which includes training sessions, quarterly safety meetings, and creating a safety culture. In 2021 there were five reportable incidents, with 58 reportable incidents in the last five years.

Public Works Director Host noted the staff is working toward quality through planning their work and working on their plan. Utilizing consistent documents, consistent expectations, improving training programs, and updating equipment.

Public Works Director Host stated productivity is also produced through planning the work and working the plan using consistent documents and expectations and updating equipment. He said 48% of Street Department hours were utilized for asphalt patching, milling, curb repair, and snow removal.

Public Works Director Host reported the North Mankato Street System is approximately 210 lane miles, with 10 miles of that being private streets. The City maintains approximately 200 lane miles with 14.2 miles of MSA, four miles of alleys, and 105 cul-de-sacs. He reviewed the Mill and Overlay program map and the seal coat program. The Pavement Management Plan implemented in 2019 has increased funding for road system maintenance. The program has a goal to sealcoat all miles every seven years. The City averages 13.25 lane miles per year, falling approximately 3-5% short of the plan.

The Street Department has ten full-time employees, 70 pieces of equipment, and works 16,000 hours each year. Challenges facing the street department include the outdated Public Works Facility, older equipment, materials inflation, and a tight labor market with difficulty hiring seasonal staff. Opportunities include potential funding opportunities and the purchase of equipment, including milling equipment.

The Mechanic shop has two full-time employees and maintains 154 units in the city fleet. Challenges include inflation of material costs, inflation and availability of new equipment, and the current fleet's condition. The equipment is evaluated yearly based on price and quantity of repairs, age, type of use, miles/hours, reliability, and condition of the unit. The evaluations ranked the equipment with 46 good, 14 that need to be evaluated, and 91 items that need to be replaced.

The Street Lights department has one full-time employee and maintains eight signal lights, 1428 lights with 392 Xcel, 837 Benco, and 199 owned by North Mankato. Opportunities include converting lights to LED and the possibility of the City owning additional lights. Challenges for the department include the old infrastructure, the cost to lease the lights from Xcel and Benco, and the age of the signal system.

COUNCIL WORK SESSION March 28, 2022

Council Member Oachs requested clarification on the street light lease. Public Works Director Host reported there were ongoing leases. The companies work well with the City, but there may be opportunities for changes.

Mayor Dehen requested clarification on potential reconstruction projects in the future. Public Works Director Host stated Somerset is planned for 2023, and other roads, including Wheeler Avenue and Page Avenue, in outgoing years.

Receive Logo Information

Public Works Director Host reported that updated logos were included in the packet, including the library, swim facility, and a potential Caswell Sports logo update. The discussion revolved around changing Caswell's colors from red and blue to green and blue. Council Member Norland and Steiner agreed with the move to the green and blue logo. Council Member Oachs requested Caswell's font match the other symbols' fonts. She stated she was okay with Caswell's logo staying red and blue with the change. Mayor Dehen commented consistency would be good, and he would support either red and blue font or changing the font style to match. He commented a change would be good.

Council Member Norland moved, seconded by Council Member Oachs, to adjourn the Council Work Session at 12:58 pm.

Mayor

City Clerk

The Free Press MEDIA

THE LAND

P.O. Box 3287, Mankato, MN 56002

www.mankatofreepress.com phone: (507) 344-6314, fax: (507) 625-1149

Affidavit of Publication

STATE OF MINNESOTA,
COUNTY OF BLUE EARTH, SS.

Steve Jameson, being duly sworn, on oath states as follows:

1. I am the publisher of The Free Press, or the publisher's designated agent. I have personal knowledge of the facts stated in this Affidavit, which is made pursuant to Minnesota Statutes §331A.07.

2. The newspaper has complied with all of the requirements to constitute a qualified newspaper under Minnesota law, including those requirements found in Minnesota Statutes §331A.02.

3. The dates of the month and the year and day of the week upon which the public notice attached/copied below was published in the newspaper are as follows:

The printed notice which is attached was cut from the columns of said newspaper, and was printed and published the following dates: 03/21/22, 03/28/22, and printed below is a copy of the lower case alphabet from A to Z, both inclusive, which is hereby acknowledged as being the size and kind of type used in the composition and publication of the notice:

abcdefghijklmnopqrstuvwxyz

4. The Publisher's lowest classified rate paid by commercial users for comparable space, as determined pursuant to §331A.06, is as follows: 128.55

5. Pursuant to Minnesota Statutes §580.033 relating to the publication of mortgage foreclosure notice: The newspaper's known office is located in Blue Earth County. The newspaper complies with the conditions described in §580.033, subd. 1, clause (1) or (2). If the newspaper's known office of issue is located in a county adjoining the county where the mortgaged premises or some part of the mortgaged premises described in the notice are located, a substantial portion of the newspaper's circulation is in the latter county.

FURTHER YOUR AFFIANT SAITH NOT.

By: _____

Steve Jameson, Publisher

Sworn to and subscribed before me, this day
03/28/2022

Notary Public

Public Notice

March 21, 28, 2022

NOTICE OF HEARING ON PROPOSED ASSESSMENT FOR PROJECT NO. 21-06 ABCDEF MCKINLEY AVENUE STREET & UTILITY

IMPROVEMENT PROJECT
NOTICE IS HEREBY GIVEN that the City Council of the City of North Mankato, Minnesota, will meet in the Council Chambers of the Municipal Building, 1001 Belgrade Avenue, North Mankato, Minnesota, at 7 p.m. on the 4th day of April 2022 to consider the proposed assessment for Project No. 21-06 ABCDEF McKinley Avenue Street & Utility Improvement Project. The properties being assessed are those properties owning property affected by the improvement.

Complete copies of the assessment roll are available for public inspection upon request in the Office of the City Clerk. The area proposed to be assessed is the property abutting said improvements. Written or oral objections to these assessments will be considered at the hearing. The total cost of the improvement is estimated to be \$1,313,832.82.

An owner may appeal an assessment to District Court pursuant to Minnesota Statutes Section 429.081 by serving notice of the appeal upon the Mayor or Clerk of the City within thirty (30) days after the adoption of the assessment and by filing such notice with the District Court within ten (10) days after service upon the Mayor or Clerk. No appeal may be taken as to the amount of any assessment unless a signed, written objection is filed with the Clerk prior to the hearing or presented to the presiding officer at the hearing.

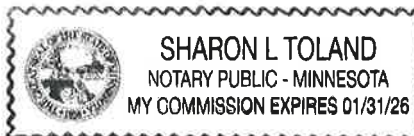
The City Council may defer the payment of special assessments pursuant to Minnesota Statutes 435.193 through 435.195 for homestead property owned by a person 65 years of age or older or permanently and totally disabled for whom it would be a hardship to make the payments. In order to qualify, such a person must have limited income. If you feel you may qualify, contact the City Clerk for more specific information.

Dated this 21st and 28th day of March 2022.

April Van Genderen

City Clerk

City of North Mankato



Assessment Hearing Presentation



McKinley Avenue Street & Utility Improvement Project City Project No. 21-06 ABCDEF



Real People. Real Solutions.

April 4, 2022

Project Location/Background



- Project Area: McKinley Avenue from Sherman Street to Range Street
- Included in City's Capital Improvement Plan for 2022
- Preliminary Engineering Report authorized by Council on September 7, 2021
- Preliminary Engineering Report presented to the City Council on November 1, 2021
- Neighborhood meeting and meetings with property owners held the week of November 8, 2021 and January 10, 2022
- Improvement Hearing held on November 15, 2022
- Bids opened March 1, 2022

Proposed Improvements



- Sanitary Sewer, Watermain, Storm Sewer:
 - Replace existing clay sanitary sewer with new plastic pipe and new manholes
 - Replace existing cast iron watermain with new plastic pipe and replace valves/fittings
 - Replace existing sanitary sewer and water services within right-of-way
 - Install new auto-reading water meters on residential properties
 - Construct new storm sewer including additional inlets
- Street and Surface:
 - Reconstruct existing street with new bituminous pavement and curb and gutter (32' street width)
 - Bituminous pavement section conforming to City standards, including subsurface drains on both sides
 - Sidewalk on north side only from Sherman Street to Range Street - 5' wide
 - New concrete driveway aprons
 - Restore all disturbed residential turf areas with topsoil, seed, fertilizer, and erosion control blanket
 - Existing trees within the right of way will be removed
- Street Lights
 - Add two new mid-block street lights on each block – total of six new street lights

Estimated Project Costs & Proposed Funding



Item	Amount
Sanitary Sewer	\$301,600
Watermain	\$402,300
Storm Sewer	\$231,100
Street and Surface Improvements	\$808,700
TOTAL:	\$1,743,700
Special Assessments:	\$429,642
General Obligation Bond:	\$1,314,058

Estimated costs include allowances for contingencies, administrative, engineering and financing costs

Assessments



- Assessment policy:
 - Sanitary Sewer and Water Services – 100% Assessable
 - Balance of Project Costs (Street Reconstruction, Sanitary Sewer, Watermain, Storm Sewer, Street Lights) – 40% Assessable, 60% City Cost
- Assessment Rates based on Estimated Project Costs:
 - Sanitary Sewer Main Line (40%): \$1,603 per connection
 - Sanitary Sewer Services (100%): \$1,681 per connection
 - Watermain Mainline (40%): \$2,232 per connection
 - Water Services (100%): \$2,011 per connection
 - Street & Surface/Storm Sewer/Street Lights (40%): \$124 per foot
- Calculated assessments: approx. \$5,000 to approx. \$20,000
- Assessment Cap:
 - Avg. assessable lot width is 58' – approx. same as on recent projects in lower North Mankato
 - Assessment cap for 2021 street and utility reconstruction projects = \$7,500
 - Assessment cap of \$7,500/lot will be used for McKinley Avenue

Assessment Process



- Actual assessment amount for each property was provided in mailed notice sent out approximately three weeks ago
- Assessment payment options:
 - Assessments can be pre-paid with no interest
 - Notice of Final Assessment will be sent approx. 30 days prior to deadline for pre-payment, typically in November
 - Prepayment date will be provided in the Notice of Final Assessment
 - If not pre-paid, assessments will be certified to County auditor and will be added to property tax statement starting in 2023:
 - Equal annual payments
 - Payment period - typically 15 years
 - Interest rate will be set by the Council based on borrowing rate
 - Remaining principal & accrued interest can be prepaid (partially or in full) in future years with no penalty
- Several property owners have requested and will receive deferral of assessment based on age and income
- Additional information was provided in the assessment hearing notice

Proposed Schedule



Date	Task
November 1, 2021	Resolution Receiving Report and Calling for Hearing on Improvements
Week of November 8	Neighborhood Meetings
November 15, 2021	Improvement Hearing
March 1, 2022	Open Bids
April 4, 2022	<i>Assessment Hearing, Resolution Adopting Assessment and Resolution Awarding Contract</i>
Week of April 11	Begin Construction
Mid September	End Construction (Approx.)



City of North Mankato, MN

Claims List - Regular

By Vendor Name

Date Range: 4-4-22

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK						
00009	A-1 KEY CITY LOCKSMITHS, INC	04/04/2022	Regular	0	22.00	95542
03030	AD STARR	04/04/2022	Regular	0	4,308.00	95543
00029	AG SPRAY EQUIPMENT	04/04/2022	Regular	0	232.20	95544
00093	ARNOLD'S OF MANKATO, INC.	04/04/2022	Regular	0	560.05	95545
03636	ATLAS TOYOTA	04/04/2022	Regular	0	391.18	95546
00136	BENCHS	04/04/2022	Regular	0	90.00	95547
00147	BLACKSTONE PUBLISHING	04/04/2022	Regular	0	470.98	95548
02169	BLUE LINE SHARPENING & SALES	04/04/2022	Regular	0	53.00	95549
00181	BOY SCOUT TROOP #29	04/04/2022	Regular	0	300.00	95550
03721	BUSCH, NICOLE	04/04/2022	Regular	0	50.00	95551
00252	CITY CENTER PARTNERSHIP	04/04/2022	Regular	0	10,000.00	95552
00255	CITY OF MANKATO	04/04/2022	Regular	0	819.73	95553
03722	CITY OF MARSHALL	04/04/2022	Regular	0	100.00	95554
03497	COMPASS MINERALS AMERICA INC.	04/04/2022	Regular	0	5,919.62	95555
00303	CRAWLER WELDING, INC.	04/04/2022	Regular	0	243.80	95556
00304	CREATIVE AD SOLUTIONS, INC.	04/04/2022	Regular	0	155.45	95557
00074	EARL F. ANDERSEN INC.	04/04/2022	Regular	0	896.95	95558
03578	ECKBERG LAMMERS, P.C.	04/04/2022	Regular	0	280.00	95559
00380	ELECTRIC PUMP, INC.	04/04/2022	Regular	0	3,120.00	95560
00401	EXPRESS SERVICES, INC.	04/04/2022	Regular	0	826.22	95561
00409	FERGUSON ENTERPRISES, INC	04/04/2022	Regular	0	7,435.16	95562
03506	FIRST IN TRAINING LLC	04/04/2022	Regular	0	1,950.00	95563
03568	GOPHER SPORT	03/21/2022	Regular	0	453.25	95525
00499	GRAINGER	04/04/2022	Regular	0	41.28	95564
02829	HELLEKSON HEATING & AIR CONDITIONING LL	04/04/2022	Regular	0	271.15	95565
02778	HIM & HER DESIGN LLC	04/04/2022	Regular	0	125.00	95566
03495	HUNT PLUMBING & DRAIN	04/04/2022	Regular	0	26,525.00	95567
00611	INSTY-PRINTS	04/04/2022	Regular	0	962.40	95568
00627	JACKSON-HIRSH, INC	04/04/2022	Regular	0	72.22	95569
00688	KENDELL DOORS & HARDWARE, INC	04/04/2022	Regular	0	2,045.00	95570
00639	KIBBLE EQUIPMENT LLC	04/04/2022	Regular	0	252.02	95571
00731	LAGER'S OF MANKATO, INC.	04/04/2022	Regular	0	49.84	95572
00724	LEAGUE OF MINNESOTA CITIES INSURANCE TR	04/04/2022	Regular	0	8,793.46	95574
00754	LEAGUE OF MINNESOTA CITIES	04/04/2022	Regular	0	40.00	95573
00772	LITTLE FALLS MACHINE, INC.	04/04/2022	Regular	0	520.75	95575
00812	MANKATO BEARING COMPANY	04/04/2022	Regular	0	68.64	95576
03654	MESSY APRON	04/04/2022	Regular	0	84.00	95577
00950	MINNESOTA STATE UNIVERSITY-MANKATO	04/04/2022	Regular	0	817.32	95578
01036	NICOLLET COUNTY RECORDER/ABSTRACTER	04/04/2022	Regular	0	46.00	95579
01106	PETTY CASH	04/04/2022	Regular	0	131.37	95580
02769	PRESENCE MAKER INC.	04/04/2022	Regular	0	5,630.00	95581
02953	R & E ENTERPRISES OF MANKATO	04/04/2022	Regular	0	4,212.98	95582
03563	SAFE-FAST, INC	04/04/2022	Regular	0	304.20	95583
01278	SHERWIN-WILLIAMS CO.	04/04/2022	Regular	0	449.38	95584
01295	SNELL MOTORS, INC	04/04/2022	Regular	0	1,148.06	95585
01303	SOUTH CENTRAL REGIONAL FIRE DEPARTMENT	04/04/2022	Regular	0	50.00	95586
01308	SOUTHERN MINNESOTA INSPECTION CO.	04/04/2022	Regular	0	250.00	95587
01352	STREICHER'S, INC	04/04/2022	Regular	0	24.99	95588
03723	SYSTEM INTEGRATORS, LLC	04/04/2022	Regular	0	1,285.00	95589
02908	TECH SALES CO.	04/04/2022	Regular	0	1,443.00	95590
03427	TRUCK CENTER COMPANIES	04/04/2022	Regular	0	10.24	95591
01443	UNITED STATES POSTAL SERVICE	04/04/2022	Regular	0	2,000.00	95592
01523	WENZEL AUTO ELECTRIC CO	04/04/2022	Regular	0	286.00	95593
00101	AT&T MOBILITY	03/24/2022	Bank Draft	0	49.02	DFT0006570
00241	CHARTER COMMUNICATIONS	03/27/2022	Bank Draft	0	267.43	DFT0006573
02058	CONSOLIDATED COMMUNICATIONS	04/01/2022	Bank Draft	0	75.08	DFT0006585
02058	CONSOLIDATED COMMUNICATIONS	04/01/2022	Bank Draft	0	54.24	DFT0006586

02058	CONSOLIDATED COMMUNICATIONS	04/01/2022	Bank Draft	0	1,570.53	DFT0006587
02058	CONSOLIDATED COMMUNICATIONS	04/01/2022	Bank Draft	0	42.94	DFT0006588
02058	CONSOLIDATED COMMUNICATIONS	04/01/2022	Bank Draft	0	48.24	DFT0006589
02058	CONSOLIDATED COMMUNICATIONS	04/01/2022	Bank Draft	0	222.74	DFT0006590
02058	CONSOLIDATED COMMUNICATIONS	04/01/2022	Bank Draft	0	209.70	DFT0006591
00447	FREE PRESS	03/30/2022	Bank Draft	0	632.28	DFT0006580
00447	FREE PRESS	03/30/2022	Bank Draft	0	222.00	DFT0006583
00733	LAKES GAS CO #10	03/27/2022	Bank Draft	0	126.64	DFT0006572
00910	MINNESOTA VALLEY TESTING LAB, INC.	03/21/2022	Bank Draft	0	64.50	DFT0006567
00910	MINNESOTA VALLEY TESTING LAB, INC.	03/24/2022	Bank Draft	0	86.25	DFT0006571
00910	MINNESOTA VALLEY TESTING LAB, INC.	03/28/2022	Bank Draft	0	193.50	DFT0006576
01335	STAPLES ADVANTAGE	03/23/2022	Bank Draft	0	272.06	DFT0006569
01335	STAPLES ADVANTAGE	03/29/2022	Bank Draft	0	51.72	DFT0006579
03279	STERICYCLE INC	03/21/2022	Bank Draft	0	27.56	DFT0006568
02591	UNITED TEAM ELITE	03/30/2022	Bank Draft	0	20.00	DFT0006584
01459	USA TODAY	03/28/2022	Bank Draft	0	340.26	DFT0006574
01470	VERIZON WIRELESS	03/28/2022	Bank Draft	0	32.28	DFT0006575
00551	A.H. HERMEL COMPANY	04/06/2022	EFT	0	538.14	5001
00016	ADAMS, NICOLE	04/06/2022	EFT	0	264.74	5002
00028	AFFORDABLE TOWING OF MANKATO, INC.	04/06/2022	EFT	0	645.00	5003
00050	ALPHA WIRELESS COMMUNICATIONS	04/06/2022	EFT	0	36.00	5004
00063	AMERICAN PEST CONTROL	04/06/2022	EFT	0	200.00	5005
00088	APPLIED CONCEPTS, INC.	04/06/2022	EFT	0	3,080.00	5006
00105	AUTO VALUE MANKATO	04/06/2022	EFT	0	569.76	5007
00174	BOLTON & MENK, INC.	04/06/2022	EFT	0	65,793.32	5008
00216	C & S SUPPLY CO, INC.	04/06/2022	EFT	0	326.29	5009
02757	CINTAS	04/06/2022	EFT	0	313.79	5010
02706	CORE & MAIN LP	04/06/2022	EFT	0	870.48	5011
00343	DH ATHLETICS LLC	04/06/2022	EFT	0	6,381.68	5012
00350	DISPLAY SALES, INC.	04/06/2022	EFT	0	1,761.00	5013
00369	EBSCO INFORMATION SERVICES	04/06/2022	EFT	0	1,104.56	5014
00453	FREYBERG PETROLEUM SALES, INC.	04/06/2022	EFT	0	1,113.70	5015
00463	G & L AUTO SUPPLY, LLC	04/06/2022	EFT	0	631.78	5016
00469	GANGELHOFF, BRIAN	04/06/2022	EFT	0	51.24	5017
00647	JOHNSON, LONNIE	04/06/2022	EFT	0	431.95	5018
00657	JT SERVICES	04/06/2022	EFT	0	2,086.00	5019
03271	LARSON, MATTHEW	04/06/2022	EFT	0	35.02	5020
00776	LLOYD LUMBER CO.	04/06/2022	EFT	0	1,595.89	5021
00796	MACQUEEN EQUIPMENT, INC.	04/06/2022	EFT	0	1,248.65	5022
00819	MANKATO FORD, INC.	04/06/2022	EFT	0	2,925.27	5023
00825	MANKATO MOTOR COMPANY	04/06/2022	EFT	0	366.73	5024
00874	MENARDS-MANKATO	04/06/2022	EFT	0	487.48	5025
02532	MIKE'S EMERGENCY VEHICLE INSTALLATIONS I	04/06/2022	EFT	0	290.00	5026
00902	MINNESOTA IRON & METAL CO	04/06/2022	EFT	0	2,900.15	5027
00997	MTI DISTRIBUTING CO	04/06/2022	EFT	0	311.36	5028
01009	NAPA AUTO PARTS - MANKATO	04/06/2022	EFT	0	5.40	5029
01052	NORTH CENTRAL INTERNATIONAL	04/06/2022	EFT	0	21.39	5030
02005	PANTHEON COMPUTERS	04/06/2022	EFT	0	7,456.68	5031
01402	POMPS TIRE	04/06/2022	EFT	0	1,373.38	5032
02281	REINDERS	04/06/2022	EFT	0	4,719.15	5033
01211	RIVER BEND BUSINESS PRODUCTS	04/06/2022	EFT	0	551.01	5034
01281	SIGN PRO	04/06/2022	EFT	0	697.94	5035
01323	SPS COMPANIES, INC.	04/06/2022	EFT	0	8,899.10	5036
03191	US SOLAR	04/06/2022	EFT	0	5,337.36	5037
01478	VIKING FIRE & SAFETY LLC	04/06/2022	EFT	0	90.00	5038
01552	WW BLACKTOPPING, INC	04/06/2022	EFT	0	75,452.09	5039
00234	CENTER POINT ENERGY	03/28/2022	Bank Draft	0	14,338.90	DFT0006557
00234	CENTER POINT ENERGY	03/28/2022	Bank Draft	0	82.63	DFT0006558
00234	CENTER POINT ENERGY	03/28/2022	Bank Draft	0	266.51	DFT0006559
01477	VIKING ELECTRIC SUPPLY, INC.	03/28/2022	Bank Draft	0	1,743.87	DFT0006563
01477	VIKING ELECTRIC SUPPLY, INC.	03/30/2022	Bank Draft	0	1,112.13	DFT0006565
01557	XCEL ENERGY	03/28/2022	Bank Draft	0	7,495.78	DFT0006556
01557	XCEL ENERGY	03/28/2022	Bank Draft	0	80.12	DFT0006560
01557	XCEL ENERGY	03/28/2022	Bank Draft	0	173.62	DFT0006561
01557	XCEL ENERGY	03/28/2022	Bank Draft	0	13.72	DFT0006562
					327,496.62	122

Authorization Signatures

All Council

The above manual and regular claims lists for 4-4-22 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
Bill Halstead	4X8 Paver	\$50.00
Lynn Klaber	Swim Scholarship	\$20.00
Anonymous	Library Donation	\$26.63
Janet & Bill Mickelson	Youth Sports Scholarship	\$100.00
Carol Endres	Youth Sports Scholarship	\$100.00
Harold & Alice Weed	Youth Sports Scholarship	\$100.00
Julie Meschke	Swim Scholarship	\$25.00
Larry Dunker	Youth Sports Scholarship	\$100.00
Tanhoff Management	Library Book Donation	\$75.00
Cara Shaw	Library Book Donation	\$25.00
Deborah Bowen	Library Book Donation	\$25.00
Cindy Ross	Library Book Donation	\$25.00
Lois Sohler	Library Book Donation	\$25.00
Diane Berglund	Library Book Donation	\$100.00
Kathleen Leindecker	Library Book Donation	\$50.00
Jenny Portner	Library Book Donation	\$25.00
Linda Frederick	Library Book Donation	\$50.00
Jill McGraw	Library Book Donation	\$50.00
Sara Nelson	Library Book Donation	\$50.00
Ann Janisch	Library Book Donation	\$100.00
Melissa Boik	Library Book Donation	\$50.00
Joel Mosher	Library Book Donation	\$20.00
Mardee Dahlin	Library Book Donation	\$50.00
Tracy Malm	Library Book Donation	\$75.00
Angela Kelly	Library Book Donation	\$20.00
Karie Rutz	Library Book Donation	\$20.00

Corrie & Matthew Vishstadt	Youth Sports Scholarship	\$100.00
Mike & Sheila Skilling	Swim Scholarship	\$50.00
Pattie & Billy Steiner	Swim Scholarship	\$50.00
Glen A Taylor Foundation	Summer Reading Program	\$7,500
Total		\$9,201.63

Adopted by the City Council this 4th day of April 2022.

Mayor

City Clerk



1001 Belgrade Avenue
North Mankato, MN 56003
507-625-4141 Fax: 507-625-4151
www.northmankato.com

Audio Permit

About:

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

Audio Permit Responsibilities:

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

What happens if there is a noise complaint?

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

AMPLIFIED SOUND:



LIVE MUSIC/BAND



DJ/KARAOKE MACHINE



OTHER: _____

DATE OF EVENT:

9-18-22

BEGIN TIME:

10:00

END TIME:

1:00

LOCATION / SHELTER:

Wheeler

EVENT NAME:

Mass in the Park

ONSITE COORDINATOR:

PRINT NAME:

Paul Van de Crommert

MOBILE NUMBER:

507-387-6501

☒ 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:

Paul Van de Crommert

SIGNATURE:

[Signature]

DATE:

9-16-22

EMAIL:

[Signature]

POLICE CHIEF: _____

CITY CLERK: _____



DENIED



APPROVED



BOOK



POLICE



ONLINE



\$25.00 FEE

STAFF INITIALS _____

800 327 133

jim th @ hickory tech. net

Instructions

Please return the completed information to the North Mankato City Hall, 1001 Belgrade Ave., North Mankato, MN 56003. Phone: (507)-625-4141 Fax: (507)-625-4151.

A Seasonal Patio is valid for six-months of the year, May 1-October 31. The temporary barriers and seating must be removed during the remainder of the year.

Include the following documentation:

- ✓ Completed Patio License Application
- ✓ Proof of Extended Insurance Naming North Mankato as the Certificate Holder
- ✓ \$250.00 Fee

Seasonal Patio License Application

LICENSEE INFORMATION

Name of Individual Completing Application Wade Becker
Telephone Number 507 340 3644
Home Address 410 Lake Ave NW Elysian MN 56028
E-mail Address Wadebecker65@gmail.com

BUSINESS INFORMATION

Permit Application Date 3-23-22
Legal Name of Licensee (LLC, Inc., Etc) Big Dog Restaurants Inc.
Trade Name (DBA) Big Dog Sports Cafe
Business Telephone Number 507 386 8463
Business Address/Location 1712 Commerce Dr
City N. Mankato State MN Zip Code 56003
Mailing Address (if Different than Business Address) _____
City _____ State _____ Zip Code _____

PATIO INFORMATION

Description and a proportionately scaled drawing of the proposed non enclosed area
Include the following:

- Detailed description of the barriers
- Method of seating and seating capacity
- Ingress and Egress
- Security provisions
- Sanitary and fire arrangements
- Lighting
- Dimensions of the area
- Barriers
- Tables
- Aisles and equipment

fencing will be chain link

customers will seat themselves 100

customers will enter/exit on same sidewalk as coming into restaurant

entire patio area is visible from inside through the windows

restaurant bathrooms will serve patio also

LED lights will light the patio

40'x60' - previous year it was 75'x40'; we will eliminate 4 tables

picnic tables are made of plastic tops and seats, with metal framing

ADA dimensions will be maintained between tables

RIGHTS OF SUBJECTS OF GOVERNMENT DATA, LICENSE AND PERMIT DATA
"TENNESSEN WARNING.

In accordance with the Minnesota Government Data Practices Act, the City of North Mankato is required to inform you of your rights as they pertain to the information collected about you.

Public information is that information which is available to the general public; private information is that information which is available to you, not to the public; and confidential information is that information which is not available to you or the public. The information we collect from you is either public or private. The separation of that information is as follows:

PUBLIC – NAME AND ADDRESS OF APPLICANTS(S) AT THE TIME OF APPLICATION

PRIVATE – SOCIAL SECURITY INFORMATION, TAX ID NUMBERS (MS 13.355 & 13.37(a))

The information collected and required from you is to determine your eligibility for a City of North Mankato license or permit. If you do not supply the required information, the City of North Mankato will not be able to determine your eligibility. The dissemination and use of the private data we collect is limited to that necessary for the administration and management of the licensing program. Persons or agencies with whom this information may be shared include:

CITY, COUNTY, AND STATE PERSONNEL INVOLVED IN DETERMINING YOUR ELIGIBILITY, CONTRACTED PUBLIC AUDITORS, AND THOSE INDIVIDUALS TO WHOM YOU GIVE YOUR EXPRESS WRITTEN PERMISSION.

Unless otherwise authorized by state statute or federal law, other government agencies utilizing the report private data must also treat the information private. You may wish to exercise your rights as contained in the Minnesota Government Data Practices Act. These rights include: the right to see and obtain copies of the data maintained on you, the right to be told the contents and meaning of the data, and/or the right to contest the accuracy of completeness of the data. By signing the above application, I certify that I have read and understand the above information regarding my rights as a subject of government data.

Wade Becker
Licensee Name

Wade Becker
Signature

3-23-22
Date

OFFICE USE:

 POLICE FIRE PLANNING INSPECTION

City Code 111.036 Premises Licensed

Any application granted for the inclusion of non enclosed premises in the licensed premises shall be granted upon such terms and conditions as the Council may specify in granting such application relating to the limits of such use, including provisions relating to:

- (1) Hours of operation in the unenclosed area;
- (2) Barriers to be maintained delineating the unenclosed area such as requiring planters, walls or fences;
- (3) Minimum lighting requirements;
- (4) Type of chairs and/or tables used and/or their anchoring;
- (5) Days of the week or months enclosed premises may be used;
- (6) Personnel required to supervise the unenclosed area;
- (7) Items required by applicable fire, building and life safety codes;
- (8) Maximum number of persons who may be present at any one time;
- (9) Fencing to be opaque;
- (10) Means and methods used to restrict consumption to licensed area and prevent removal or consumption of beverages outside licensed area;
- (11) Additional parking requirements;
- (12) The type of beverage container used;
- (13) Amplified music;
- (14) Sanitary facilities provided, their location and number.

Any licensing of unenclosed premises shall be deemed experimental and, as such, no expectation shall be had by the licensee that the licensing of the unenclosed premises will be renewed even though no misconduct occurred on the unenclosed premises in the event the City Council determines to repeal the general authorization for unenclosed areas to be included in the licensed premises of establishments.

parking
lot

Big Dog
Restaurant

parking
lot

entrance and exit area

entrance and exit area

patio area

grass and sidewalk area

Commerce Dr



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/23/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Beadell Agency DBA Community Insurance 300 St Andrews Drive Ste #100 Mankato MN 56001	CONTACT NAME: Mary Struck PHONE (A/C, No, Ext): (507) 385-4485 FAX (A/C, No): (507) 385-4498 E-MAIL ADDRESS: Mary.struck@cimankato.com														
INSURED Big Dog Restaurant Inc 1712 Commerce Dr North Mankato MN 56003-1803	<table><tr><th>INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A : OWNERS INS CO</td><td>32700</td></tr><tr><td>INSURER B :</td><td></td></tr><tr><td>INSURER C :</td><td></td></tr><tr><td>INSURER D :</td><td></td></tr><tr><td>INSURER E :</td><td></td></tr><tr><td>INSURER F :</td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : OWNERS INS CO	32700	INSURER B :		INSURER C :		INSURER D :		INSURER E :		INSURER F :	
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A : OWNERS INS CO	32700														
INSURER B :															
INSURER C :															
INSURER D :															
INSURER E :															
INSURER F :															

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			08618913	09/28/2021	09/28/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	08143782	09/28/2021	09/28/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
A	Liquor Liability			08618913	01/01/2022	12/31/2022	Aggregate \$1,000,000 Each Common Cause \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Coverage includes non-enclosed premise/patio.

CERTIFICATE HOLDER**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Mary A Struck

2022 Bookmobile Purchase of Services Contract

Between Nicollet County

and the City of North Mankato

In an effort to continue to provide bookmobile service for residents of Nicollet County, Nicollet County (County) and the City of North Mankato (City) hereby enter into this contract effective January 1, 2022.

I. DEFINITIONS

For the purposes of this contract, the following words shall have the following meanings:

Rural Resident – “Rural Resident” shall be those persons having a residence located outside the corporate limits of the Cities of North Mankato and St. Peter.

Bookmobile Services – “Bookmobile Services” shall mean mobile access to library services as defined in Minnesota Statutes 134.001, Subd. 2 and 3.

II. THE COUNTY WILL

- Provide to the City of North Mankato the total sum of \$10,000 to be paid quarterly for the provision of bookmobile services to the rural residents of Nicollet County.

III. THE CITY OF NORTH MANKATO WILL

- Provide bookmobile services to the following locations a minimum of two (2) times per month:
 - Nicollet – ½ day every other week
 - Nicollet – school stop weekly
 - Courtland – Community Center every other week
 - Courtland – school stop weekly
 - Lafayette – stop every other week

The sites listed above are considered the minimum number of stops.

- If these locations change, the City of North Mankato will notify the County.
- Agree to submit quarterly billings to the County, and the County will reimburse the City.

IV. MONITORING AND REPORTING

A. The City agrees to ensure that records relating to bookmobile services provided are maintained.

B. The City, as deemed necessary by the County, shall ensure that personnel of the County or appropriate State Agencies, including the Office of the State Auditor, have access to bookmobile services records at reasonable hours.

C. The City will furnish information regarding bookmobile services as requested by the County.

D. The City will ensure that records pertaining to bookmobile services are available for six years for audit purposes.

V. RECORDS AND INSPECTION

The City shall ensure that full and accurate records with respect to all matters covered under this Contract are maintained. Pursuant to Minnesota Statute 16B.06, Subd. 4, the County, and either the Legislature or State Auditor, as appropriate, shall have, at all proper times, the right to inspect, examine and audit the books, records, documents and accounting procedures and practices regarding the bookmobile as relevant to this Contract.

VI. PERSONNEL

The City shall ensure that all personnel required in performing the services under this Contract are provided. All personnel engaged in the work shall be fully qualified to perform the services of the Contract.

VII. INDEMNIFICATION / INSURANCE

A. Indemnification. The City shall defend and save the County harmless from any claims, demands, actions, or causes of action arising out of any willful or negligent act, or out of any negligent omission on the part of the City, its agents, assignees, or employees in performance of or with relationship to any of the work or services provided to be performed under the terms of this Contract.

B. The City, further, that in order to protect itself, as well as the County under the indemnity contract set forth above, will, at all times during the term of this Contract, ensure that appropriate automobile insurance, general liability insurance, and workers compensation insurance be in force and that such insurance have liability limits which satisfy the requirements of Minnesota Statute Chapter 466, entitled "Tort Liability of Political Subdivisions", and other applicable statutes requiring insurance coverage.

C. Under no circumstances shall a party to this Agreement be required to pay on behalf of itself, or another party, any amounts in excess of the limits of liability established in Minn. Stat. §466 applicable to any third party claim. The statutory limits of liability for some or all of the participating parties may not be added together or stacked to increase the maximum amount of liability for any third party claim.

D. That this section concerning indemnification and defense does not constitute a waiver by any party of limitations on liability provided under Minn. Stat. §466.

VIII. EQUAL EMPLOYMENT OPPORTUNITY AND COMPLIANCE WITH LAWS.

A. In fulfilling this Contract, the City will ensure that individuals are not discriminated against because of race, color, creed, religion, national origin, sex, marital status, disability, sexual orientation, age, or status with regard to public assistance.

B. The City shall at all times comply with all laws and rules which govern a public entity in the State of Minnesota.

IX. CONDITIONS OF THE PARTIES OBLIGATIONS

Any alterations, variations, modifications or waivers of provisions of this contract shall be valid only when they have been reduced to writing, duly signed, and attached to the original of this contract.

No claim for services furnished by the City, not specifically provided for in the Contract, will be allowed by the County, nor shall the City do any work or furnish any materials not covered by this contract unless this is approved in writing by the County. Such approval shall be considered to be a modification of the Contract.

X. MISCELLANEOUS

Entire Contract – It is understood and agreed that the entire Contract of the parties is contained herein and that this Contract supercedes all oral agreements and negotiations between the parties relating to the subject matter hereof.

XI. TERM

The term of this Contract shall be from January 1, 2022 until December 31, 2022. Renewal of this Contract subsequent to this time period will be at the sole discretion of the County.

CITY OF NORTH MANKATO

Dr. Mark Dehen, Mayor

Date _____

John Harrenstein, City Administrator

Date _____

NICOLLET COUNTY

Marie Dranttel, Board Chair

Date _____

Mandy Landkamer, County Administrator

Date _____

2022 Library Purchase of Services Contract Between Nicollet County and the City of North Mankato

In an effort to continue to provide library service for residents of Nicollet County and the City of North Mankato (City), Nicollet County (County) and the City hereby enter this contract promoting cooperation and coordination of efforts.

I. DEFINITIONS

For purposes of this contract, the following words shall have the following meanings:

Rural Resident - Rural Resident shall be those persons having a residence located outside the corporate limits of the City of North Mankato.

Library Services: Library Services shall mean access to physical facilities and materials that provide reading, audio and computer access to information and as defined in Minnesota Statutes 134.001 Subd 2 and 3.

II. NICOLLET COUNTY WILL:

- Provide to the City of North Mankato the total sum of \$50,044 to be paid quarterly for the provision of library services to the rural areas of Nicollet County.

III. THE CITY OF NORTH MANKATO WILL:

- Provide for complete access to all services that are available to library patrons that reside within the City of North Mankato including access to any programs that may be made available for the term of this contract.
- The City will agree to submit quarterly billings to the County and the County will reimburse the City.

IV. MONITORING AND REPORTING

- A. The City agrees to maintain records relating to contractual library services provided.
- B. The City, as deemed necessary by the County shall allow the County or appropriate State Agency, including the Office of the State Auditor, access to the City's contractual library service records at reasonable hours.
- C. The City will furnish information regarding contractual library services as requested by the County.
- D. The City will maintain and make available records pertaining to contractual library services for six years for audit purposes.

V. RECORDS AND INSPECTION

The City shall maintain full and accurate records with respect to all matters covered under this Contract. Pursuant to Minn. Statute 16B.06, Subd. 4, the County, and either the Legislature or State Auditor, as appropriate, shall have, at all proper times, the right to inspect, examine and audit the books, records, documents and accounting procedures and practices of the City relevant to this Contract.

VI. PERSONNEL

The City shall secure, at its own expense, any and all personnel required in performing the services under this Contract. Any and all personnel engaged in the work shall be fully qualified to perform the services under the Contract.

VII. INDEMNIFICATION / INSURANCE

- A. Indemnification. The City shall defend and save the County harmless from any claims, demands, actions, or causes of action arising out of any willful or negligent act, or out of any negligent omission on the part of the City, its agents, assignees, or employees in performance of or with relationship to any of the work or services provided to be performed by the City under the terms of this Contract.
- B. Insurance. The City, further, that in order to protect itself, as well as the County under the indemnity contract set forth above, will, at all times during the term of this Contract, have and keep in force automobile insurance, general liability insurance, and workers' compensation insurance having liability limits which satisfy the requirements of Minn. Statute Chapter 466, entitled Tort Liability of Political Subdivisions, and other applicable statutes requiring insurance coverage.

VIII. EQUAL EMPLOYMENT OPPORTUNITY

In fulfilling this Contract, the City will not discriminate against any employee or applicant for employment because of race, color, creed, religion, national origin, sex, marital status, disability, sexual orientation, age, or status with regard to public assistance. The City will take affirmative action to ensure that applicants are employed and that employees are treated during employment, without regard to their race, color, creed, religion, national origin, sex, marital status, disability, status with regard to public assistance, sexual orientation, or age.

IX. CONDITIONS OF THE PARTIES OBLIGATIONS

Any alterations, variations, modifications or waivers of provisions of this contract shall be valid only when they have been reduced to writing, duly signed, and attached to the original of this contract.

No claim for services furnished by the City, not specifically provided for in the contract, will be allowed by the County, nor shall the City do any work or furnish any materials not covered by this contract unless this is approved in writing by the County. Such approval shall be considered to be a modification of the contract.

X. MISCELLANEOUS

Entire Contract - It is understood and agreed that the entire contract of the parties is contained herein and that this contract supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof.

XI. TERM

The term of this contract shall be from January 1, 2022 until December 31, 2022. Renewal of this contract subsequent to this time period will be at the sole discretion of the County.

CITY OF NORTH MANKATO

Dr. Mark Dehen, Mayor

Date: _____

John Harrenstein, City Administrator

Date: _____

NICOLLET COUNTY

Marie Dranttel, Board Chair

Date: _____

Mandy Landkamer, County Administrator

Date: _____



About:

Audio Permit Responsibilities:

- ### What happens if there is a noise complaint?

- STAFF INITIALS

RESOLUTION APPROVING
CONSENT ASSESSMENT AGREEMENT

WHEREAS, the City of North Mankato has, at the property owner's request, paid for certain improvements that will benefit such property, specifically repair/replacement of sewer pipe for the following described real estate:

303 Crestwood Court
PIN #18.806.0240
Lot 25 SubdivisionCd 18806 Subdivision Name SUNRISE ACRES NO 3
Cost: \$26,525.00

WHEREAS, the property owner desires that the cost of the water line be made as a special assessment against the property; and

WHEREAS, the property owner has executed a consent assessment agreement;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, as follows:

That the attached consent assessment agreement is approved and that the City Clerk is directed to forward a certified copy of this resolution along with a copy of the consent assessment agreement to the Nicollet County Auditor.

Adopted by the City Council this 4th day of April 2022.

Mayor

ATTEST:

City Clerk

CONSENT ASSESSMENT AGREEMENT

This Agreement is made between the City of North Mankato (City) and Joshua Kienlen.

The parties are guided in reaching this agreement by the following facts:

1. Owner's property is described as follows:
303 Crestwood Court

PIN #18.806.0240
Lot 25 SubdivisionCd 18806 Subdivision Name SUNRISE ACRES NO 3
2. Owner replaced the sewer line.
3. Owner desires to waive all of the procedures mandated by Chapter 429 of Minnesota Statutes and to consent to the imposition of an assessment directly upon the described property.
4. City is willing to pay for the repair in consideration for the owner's consent to the assessment.

The parties therefore make the following agreement:

1. As a result of the improvement, a special assessment shall be filed against owner's land in the amount of \$26,525.00. The assessment shall be payable in equal installments extending over a period of ten (10) years and bear interest at the rate of 7.00% per annum from the date of this agreement. The City may transmit notice of this assessment to the County Auditor.

Adopted this _____ day of _____, 2022.

City of North Mankato

By: _____

Its: _____


Property Owner

Property Owner



505 Industrial St.
St. Peter, MN 56082
(507) 995-8956
joehunt.plumbing@gmail.com

Invoice

DATE	02/25/2022
INVOICE#	2796
TERMS	Cash On Delivery

BILL TO

Josh Kienlen
303 Crestwood Court
North Mankato MN 56003
(507) 276-6190

SERVICE LOCATION

Josh Kienlen
303 Crestwood Court
North Mankato MN 56003
(507) 276-6190

JOB#	DATE	PO/REF#	DESCRIPTION
38864421	01/31/2022		install toilet vanity, shower trim, and toilet upstairs
Completion Notes:			
Job Charges			Total
Plumbing Service			
Acquire Permit			
break concrete and dipsoe of			
replace main sewer pipe in home to stack			
Shoot liner out side to city street connection (No sewer over night)			
10 year warranty on liner			
Payment due at completion of all work in full or filing for a tax			
assessment immediately			
Job Subtotal			\$26,525.00
Job Total			\$26,525.00

PRE-WORK SIGNATURE

Signed By:

Josh Kienlen

POST-WORK SIGNATURE

Signed By:

Josh Kienlen

CUSTOMER MESSAGE

Mailing Address : 505 Industrial Street, St. Peter, MN, 56082

Invoice Total:	\$26,525.00
Deposits (-):	\$0.00
Payments (-):	\$0.00
Total Due:	\$26,525.00

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 12A	Department: Administration	Council Meeting Date: 4/4/22																																		
TITLE OF ISSUE: Consider Approving City Administrator Profile, Job Description, Advertising and Search Timeline.																																				
BACKGROUND AND SUPPLEMENTAL INFORMATION: Consultant Liza Donabauer will be present to review the City Administrator Profile, Job Description, Advertisement and Search Timeline.																																				
<i>If additional space is required, attach a separate sheet</i>																																				
REQUESTED COUNCIL ACTION: Approve City Administrator Profile, Job Description, Advertising and Search Timeline.																																				
For Clerk's Use: 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	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vote Record:	Aye	Nay																																		
	_____	_____	Whitlock																																	
	_____	_____	Steiner																																	
	_____	_____	Norland																																	
	_____	_____	Oachs																																	
	_____	_____	Dehen																																	
Resolution	Ordinance	Contract	Minutes	Map																																
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																																
<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: _____																																			

March 29, 2022

Honorable Mayor and Council Members
City of North Mankato
1001 Belgrade Avenue
North Mankato, MN 56002

Dear Honorable Mayor Dehen and Members of the Council,

We are nearing the point of posting the City Administrator position, so I will attend your meeting on April 4, 2022, to review the process and seek approval to move ahead with the search.

As you know, the information gathering process for developing the position profile has been taking place for a couple weeks. Attached to this memo is the draft Community & Position Profile that will be discussed and modified as needed at the meeting. I will be ready to make changes to the Profile as deemed appropriate by the Council.

Prior to sending the Profile out for advertisement, I will work with Anna Brown, North Mankato City Public Information Officer, to ensure the look of the Profile matches the City's existing messaging and branding.

Other items of discussion at the meeting include the salary range, job description, search timeline, and interview process. I have attached salary information from the annual League of Minnesota Cities Salary Survey from communities comparable in population and/or region. I simply offer this information to assist the City Council in their discussion and determination of the advertised salary range for the City Administrator position. Please note that the salary information from the League is nearly a year old.

I have reviewed the draft job description for the position and have made proposed changes in yellow (proposed deletions in red) to best reflect the duties and responsibilities of a City Administrator.

You will see the Profile includes tentative dates for the final interviews, so we would like to finalize the interview date with you at the April 4th meeting. We will also begin the discussion about the final interview process. The final interviews can be done in one day depending on which components the Council wishes to include in the process. Some of the options for this part of the process include the following:

- City Tour
- Coffee or lunch with staff, stakeholders, and/or designated Council Members
- Staff and/or stakeholder panel interview
- Full Council interview – panel style in Council Chambers
- Open House
- Other options

The decision about interview components will be made at a future meeting. Information is being provided now so you can contemplate the options.

In summary, the items for discussion at the April 4th meeting include the following:

1. Position Profile: Review and approve
2. Salary Range: Review, determine range and approve
3. Job Description: Review and approve

4. Timeline: Review and approve
5. Any questions from the Council

Thank you.

Sincerely,

A handwritten signature in cursive script, appearing to read "Liza M. Donabauer".

Liza M. Donabauer
Management Consultant

Attachments

- Draft Profile
- Salary Information
- Job Description, and
- Search Timeline

SEARCH TIMELINE FOR NORTH MANKATO CITY ADMINISTRATOR

This timeline is tentative. The final timeline will be set after the City Council's decision to proceed. The dates highlighted in yellow indicate required Council participation.

ITEM	TASK	COMPLETION DATE
Decision by City Council to proceed		March 14, 2022
Information gathering	<ul style="list-style-type: none"> Gather all pertinent background information Gather salary information and review job description Meet with staff, stakeholders, and each member of the City Council 	March 17, 2021
Professional position profile	Develop position profile and advertisement	March 29, 2022
Approve position profile	City Council approves profile, job description, salary range, and hiring process	April 4, 2022
Candidate recruitment	<ul style="list-style-type: none"> Post position immediately upon approval of profile Comprehensively advertise Email and phone calls to prospective candidates 	April 5, 2022- May 3, 2022
Screening of applicants	DDA will review and rank applicants based on job related criteria and select semifinalists	May 4, 2022
Personality Index	DDA will administer a work-related personality index to all semifinalists	May 15, 2022
Video interview	Each semifinalist will complete a video interview	May 15, 2022
Selection of finalists	<ul style="list-style-type: none"> City Council selects finalists for interviews DDA will notify candidates not selected as finalists 	Special Council Meeting May 23, 2022
Background check of all finalists	Includes: <ul style="list-style-type: none"> Criminal background: county, state, national Sex offender registry Social Security number verification Education verification Credit check 	June 5, 2022
Reference check on all finalists	DDA will conduct reference checks with current and former employers on all finalists	June 5, 2022
Intellect profile	DDA will administer an intellect profile measuring verbal reasoning, mathematical and logical reasoning, and overall mental aptitude.	June 5, 2022
Finalist packet	DDA will provide the Council information including: <ul style="list-style-type: none"> Summary of references Results of background checks Personality index reports Video interview Resumes, etc. 	June 6, 2022
Interviews	DDA will prepare all interview materials and be present at all interviews and other functions. It is recommended that Council interviews be at a special meeting	June 13, 2022 Special Meeting
Decision	City Council will select candidate for offer	June 13, 2022
Offer and agreement	DDA will negotiate agreement with selected candidate	June 20, 2022
Projected start date	New Administrator begins	July 2022

NORTH MANKATO



MINNESOTA



CITY ADMINISTRATOR POSITION

SALARY: \$135,000 TO \$155,000



Welcome to North Mankato, Minnesota



Named 20th Safest City in Minnesota
(by AdvisorSmith)

Nestled along the bluffs at the bend of the Minnesota River in south central Minnesota, the City of North Mankato, Minnesota, lies approximately 80 miles southwest of the Minneapolis/St. Paul Metropolitan Area. The City currently occupies a land area of four-square miles and has a population of 14,275. North Mankato is neighbored to the east by the City of Mankato.

Quality of life is top of mind and is what gives North Mankato its character. Residents describe North Mankato as a safe Americana city with its own identity and a lot of community pride. The City has welcoming residential neighborhoods and is business friendly. With a focus on livability, there are a lot of passionate community members and volunteerism which makes North Mankato an attractive place to live. Gorgeous bluffs and a ravine separate lower and upper North Mankato. Diverse residential neighborhoods, locally-owned restaurants, retail and service shops, and bustling industrial parks, all give North Mankato its charming appeal.

The Mankato/North Mankato area is a regional center for retail trade, agriculture, medical care, manufacturing, and education, and local indicators point to continued growth. The City of North Mankato is a complete community that provides a well-balanced and wide range of places to live, work, shop, and play.



Economic Vitality

One of the greatest strengths of the City of North Mankato is the quality and variety of its homes making it an attractive community for families. There is an abundance of well-preserved older family homes and there has also been an abundance of new single-family construction. The City also offers apartments, condos, and senior housing and services (including memory care). Grants and loans are available to homeowners who wish to update their property.

North Mankato enjoys a robust business community and is an active member of Greater Mankato Growth, Inc.

A significant amount of commercial and industrial uses can be found within the City that allow residents to work right in North Mankato as well as meet their day-to-day needs. The City is fortunate that the opportunity remains for growth and development within the City, and there are also opportunities for future annexation to expand the boundaries of the City.

North Mankato boasts a well-preserved downtown that represents a focal point and value to the community. The Northport Industrial Park serves as an economic hub for the City. The Highway 169 corridor is a medium for many of North Mankato and Mankato's collaborative projects and initiatives.

North Mankato is part of the Diversity Council which includes city, higher education, and community leaders and representatives from North Mankato/Mankato. Both cities enjoy a highly collaborative relationship through Greater Mankato Growth and the Regional Economic Development Alliance (REDA).





Education

Public education is provided by the Mankato Area Public Schools (MAPS) District which enrolls over 8,500 PreK-12 students from over 140 square miles, encompassing three counties and five cities. Ranked as a top school district in Minnesota according to niche.com, MAPS is comprised of one preschool, ten elementary schools, two middle schools, and three high schools. North Mankato is home to four MAPS facilities – Bridges Community School, Hoover Elementary, Monroe Elementary, and Dakota Meadows Middle School. Bridges is a nontraditional choice school that serves over 200 students in K-8th grade. Hoover Elementary serves over 560 K-5th grade students, Monroe Elementary serves over 510 K-5th grade students, and Dakota Meadows serves 940 6th-8th grade students.

MAPS is proud to have partnerships with higher education institutions. South Central College is a comprehensive community and technical college that is part of the Minnesota State system with a campus in North Mankato. Just a short drive away, you will find the campuses of Bethany College (Mankato), Gustavus Adolphus College (St. Peter), Minnesota State University Mankato, and Rasmussen College (Mankato).

The area also offers multiple private education opportunities including those at Loyola Catholic School, Concordia Classical Academy (Lutheran), and Mt. Olive Lutheran School.



Healthcare



Quality healthcare is provided to the residents and visitors of the City by the North Mankato Family Medicine Clinic, a facility associated with the Mankato Clinic. The 27,000 square foot facility, built in 2019, offers large exam rooms, state of the art diagnostic imaging, and is designed for future growth and expansion. North Mankato Family Medicine currently has six providers practicing at the facility.

Mayo Clinic Health System is proud to be a part of the community. A dedicated team of physicians, advanced practice providers and allied health staff care for patients at Mayo Clinic Health System at their Northridge Clinic in North Mankato.



Recreational Opportunities

Residents enjoy the City's investments in recreation and parks. There are over 436 acres of park and open space uses within the City.

The Caswell Park System demonstrates the City's amazing culture of recreation. In addition to the outdoor sporting and recreational activities already offered, the City is seeking State bonding dollars to fund a new indoor recreational facility. Caswell is the site for an all-inclusive playground, a wheelchair accessible softball/baseball field, soccer fields, and six softball fields to host weekend state, regional and national tournaments. A splash pad is slated for installation in 2022.



Spring Lake Park is a regional destination for visitors, families, and community members. Spring Lake Park is home to a large outdoor aquatic space, a public fishing pier, and a warming house adjacent to updated outdoor hockey rinks. The North Mankato Swim Facility at Spring Lake Park also conducts swimming lessons, birthday parties, private rentals, and various, well-attended community events. In 2019, the City invested \$4 million in improvements to the aquatic facility which has resulted in increased summer attendance from approximately 8,000 guests (pre-2020) to 46,000 guests in 2021.



Benson Park was developed as a nature park which includes a two-mile trail, prairie grass, and fishing ponds, and will remain as a nature park long into the future.

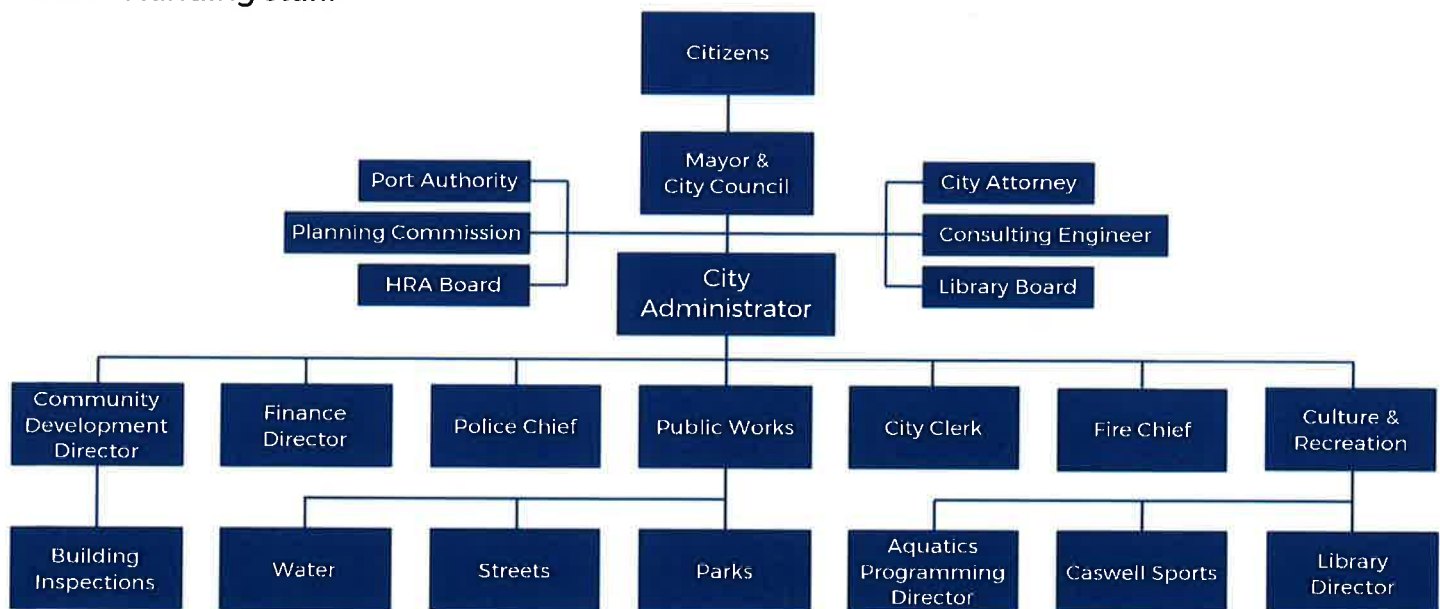
Annual community events are well-renowned and have put North Mankato on the map: Blues on Belgrade, Bells on Belgrade, Beir on Belgrad, Symphony on the Prairie, North Mankato Fun Days, Sculpture Walk, an annual 5k, the Anthony Ford Pond Hockey tournament, and many other events.





The City of North Mankato operates under the Plan A form of government. Policy making and legislative authority is vested in the governing City Council consisting of the Mayor and four Council members. The Mayor and Council members are responsible for passing ordinances, adopting the budget, appointing committees, and hiring the City Administrator. The City Administrator is responsible for carrying out the policies and ordinances of the City Council, overseeing the day-to-day operations of the government, and for appointing the heads of the various departments. The Mayor and Council members are elected on a non-partisan basis. The Mayor serves a two-year term, and Council members serve four-year staggered terms.

Council and staff are community-oriented and fiercely loyal to the organization. They are passionate about the community they serve. This is reflected in the type of high-quality customer service provided by all departments. Council acknowledges and appreciates that they have outstanding staff.



Deliver citizens a clean and safe community through responsive, financially sound municipal services that balance resources and responsibilities to maintain public infrastructure, pursue economic development, communicate with the public, manage future growth, and fulfill public trust.



The City provides a full range of services including police and fire, construction and maintenance of streets and other infrastructure, recreational opportunities, and water, sewer, recycling, and storm water. The City's newly created Culture, Recreation and Quality of Life Department manages all youth sports, community events, aquatic programs and tournaments at Caswell Park. City Hall, Police and Library all share the same campus with the beautiful backdrop of the bluffs.

The organization reflects leadership throughout all departments and within the community. The City is successfully slated for continued growth as the Council and staff have updated or completed an intensive street maintenance program, a strategic plan, Comprehensive Plan, pavement plan, housing study, debt reduction plan and a parks plan. The City has prioritized developing the budget on new growth which has reduced the City's property tax rate from 59% to 47%.

The City has strong support from its legislative representatives on upcoming proposed bonded projects. The City has an AA Bond Rating.

The City of North Mankato employs 60 full-time staff and four part-time staff.



Deliver citizens a clean and safe community through responsive, financially sound municipal services that balance resources and responsibilities to maintain public infrastructure, pursue economic development, communicate with the public, manage future growth, and fulfill public trust.



	2021 ADOPTED	2022 PROPOSED
General Fund	9,459,520	9,413,912
Water	1,924,257	2,371,234
Wastewater	2,549,689	2,592,114
Recycling	526,401	563,278
Storm Water	447,504	508,126
Solid Waste	826,441	835,134
Debt Service Fund	2,804,355	2,859,630
Local Option Sales Tax	299,850	642,707
Capital Facilities & Equipment Fund	458,594	805,500
Construction Funds	2,139,400	6,250,000
Port Authority - General Fund	94,590	93,989
Joint Economic Development Fund	40,000	57,000
Port Authority - Hotel Fund	-	166,921
Federal Revolving Loan	-	-
Local Revolving Loan	29,100	29,100
TIF 8 - Marigold	75,683	75,000
TIF 14 - Webster Avenue	11,194	11,285
TIF 2 - Webster Avenue (FX Fusion)	6,916	6,917
TIF 18 - LJP	79,468	-
TIF 20 - Ziegler	87,089	-
TIF 1-19 - 422 Belgrade	32,615	31,490
TIF 19 - Lindsay Windows	21,307	-
TIF 23 - D&K Powder Coating	66,140	67,307
TIF 24 - Birchwood Cottages	39,028	41,195
TIF 25 - Blue Star Power Systems	48,740	212,549
TIF 26 - Belgrade Redevelopment	-	16,367
TIF District Funds	468,180	462,110
Caswell Sports Fund - Caswell Park	494,288	535,413
Caswell Sports Fund - Caswell Park North	52,835	54,304
Caswell Recreation	-	45,252
Swim Facility	-	485,637
Youth Football	-	123,073
Charitable Gaming	20,700	23,200
Library Endowment	53,250	53,250
Total All Government	\$22,688,954	\$28,970,884



PERSONNEL DUTIES

Supervises and appoints all City staff directly or indirectly through department supervisors unless otherwise provided by City ordinance, resolution, or other law. Acts as final authority on personnel actions subject to approval of the City. Authorizes individual employee salaries, except as otherwise established by action of the Council. Ensures compliance with pay equity laws and regulations. Ensures compliance with drug and alcohol testing requirements. Administers personnel rules and regulations.

ORGANIZATIONAL OPERATION

Develop and issue all administrative rules, regulations and procedures necessary to ensure the proper function of all departments and offices. Evaluates potential projects, programs, and services to determine feasibility and community impact and makes recommendations to the Council. Develops and recommends long and short-term plans for the City; coordinates projects such as new construction, street improvements, personnel programs, etc.

ATTEND COUNCIL MEETINGS AND OTHER FUNCTIONS

Attend and take part in discussion at all meetings of the City Council and other official bodies as directed by the Council. The City Administrator shall also represent the City at all official or semi-official functions as may be directed by the City Council.

ENFORCEMENT OF LAWS AND ORDINANCES

The Administrator shall see that all laws and ordinances are duly enforced.

PURCHASES AND CONTRACTS

Make or let purchases and contracts in accordance with all State laws and local ordinances.





RECOMMENDING OF ORDINANCES OR RESOLUTIONS

Recommend, from time-to-time, the adoption of such measures the Administrator may deem necessary or expedient for the health, safety and welfare of the community or for the improvement of administration.

PUBLIC RELATIONS

Participate in public relations at a variety of levels. Represents the City with other governmental agencies and officials; monitors activities related to municipal government and ensures State and county mandates are followed. Responds to concerns, issues, and questions from the public and employees; mediates disputes and resolves issues as appropriate. Maintain contact and be involved with civic groups and media.

ECONOMIC DEVELOPMENT ACTIVITIES

Working under the direction of the North Mankato Port Authority, enhance the City's tax base and overall economic health by participating in business retention and economic development and redevelopment activities. Oversees and/or is responsible for maintenance of all TIF development. Oversees economic and community development for the City.

LEGISLATIVE ACTIVITIES

Lobby the Minnesota Legislature and Congress in pursuit of City priorities. Testify as necessary and participate in the drafting of relevant legislation.

PERFORM AS ADVISOR, TRAINER, AND SUPPORTER OF STAFF

Provide necessary guidance to employees to ensure a smooth-running organization through advising, training, and supporting staff.





- Leads by example and demonstrates an openness to working with Council, staff, and area partners.
- Demonstrates successful social and people skills; is comfortable conducting public outreach and being out and available in the community.
- Trusts in staff and leans on their expertise and historical context.
- Has working relationships with and is able to respectfully influence community and area leaders.
- Holds strong written and verbal communication skills.
- Is a visionary: places focus on community safety, controlled economic and residential growth, and a balance of infrastructure needs with quality-of-life initiatives.
- Collaborative, helpful, and a promoter of the community.
- Financially/fiscally responsible with a strong understanding of economic growth drivers.
- Demonstrates a transparent form of government and allows others to feel heard.
- Confident yet humble and insistent on positive change. Clearly communicates goals and the execution of Council directives to staff and the community.
- Ability to handle conflict; tactful and consistent. Calm under pressure and thrives in an emergency situation.
- Manages with an open-door policy and sees both sides of an issue.





- Develop an open and trusting relationship with the department heads, staff, and Council. Begin with scheduling in-person meetings with each Council member and department head to get acquainted.
- Continue to lead the organization and City in meeting its goals and initiatives related to controlled growth.
- Be ready to be a relationship builder with area leaders and organizations.
- Be an ambassador for North Mankato and take an active role in regional organizational groups such as Greater Mankato Growth (CMG), Regional Economic Development Alliance (REDA), Mankato/North Mankato Area Planning Organization (MAPO), etc.
- Confidently and tactfully represent North Mankato with area partners.
- Support and maintain infrastructure as guided by Council approved planning and budget documents.
- Familiarize self with upgrade to the Mankato Waste Water Treatment Plant as North Mankato is a cost share partner.
- Develop relationship with legislators. Be known and active at the State and regional level. Quickly get up to speed on bonding issues affecting North Mankato.
- Initiate update to Compensation System/Pay Study and conduct an employee retention survey.
- Proactively engage in the refranchising or redevelopment of a City-owned hotel property and the annexation of land for residential and industrial park development.
- Protect and expand upon North Mankato's quality of life attributes which include walkability and livability.
- Familiarize self with Highway 169 Corridor improvements (2026/27 MnDOT project).
- Look for ways to support South Central College as it supports industry trades in the area.
- Guide the direction of the newly developed Culture, Recreation, and Quality of Life Department.



CITY: CITY OF NORTH MANKATO, MINNESOTA

POSITION: CITY ADMINISTRATOR

SALARY: \$135,000 TO \$155,000

APPLICATION DEADLINE: 5/3/2022

JOB SUMMARY: Under the supervision of the City Council, the City Administrator is in charge of all personnel and ensuring rules and regulations pertaining to personnel are enforced, organization operation, attending Council meetings and other official and semi-official functions, enforcement of laws and ordinances, purchases and contracts, recommending of ordinances or resolutions, public relations, economic development activities, performing as advisor, trainer, and supporter of staff, and performing other duties as may be required.

MINIMUM QUALIFICATIONS: Four-year degree in Public Administration, or related field, and ten years of experience in local government with a minimum of three years of municipal management of a city of similar size or as an Assistant City Administrator. Must have an understanding of all aspects of municipal government, knowledge of accounting and finance, a strong background in budget preparation, planning and strong economic development experience, and experience in annexation procedures and infrastructure replacement.

APPLY: Visit <https://daviddrown.hiringplatform.com/96663-north-mankato-city-administrator/309749-application-form/en> and complete the application process by May 3, 2022. Finalists will be selected on May 23, 2022, and final interviews will be held on June 13, 2022.

Please direct any questions to Liza Donabauer at liza@daviddrown.com or 612-920-3320 x111.

THE CITY OF NORTH MANKATO

TITLE OF POSITION: City Administrator

LOCATION: Municipal Building

TITLE OF IMMEDIATE SUPERVISOR: City Council

HOURS OF WORK: Position involves a minimum of 40 hours of work per week. Work hours are from 8:00 a.m. to 5:00 p.m., Monday through Friday. Occasional overtime occurs due to required attendance of City Council meetings and other community activities.

MINIMUM REQUIREMENTS FOR POSITION: Must have a four-year degree in Public Administration or a related field and ~~five~~ **ten** years' experience in local government with minimum of three years of municipal management in a city of similar size or as an Assistant City Administrator in a larger city. Must have understanding of all aspects of municipal government, knowledge of accounting and finance, strong background in budget preparation and planning and strong economic development experience. Must have experience in annexation procedures and infrastructure replacement.

NATURE OF WORK: Under the supervision of the City Council, in charge of all personnel and ensuring rules and regulations pertaining to personnel are enforced, organization operation, attend Council meetings and other official and semi-official functions, enforcement of laws and ordinances, purchases and contracts, recommending of ordinances or resolutions, public relations, economic development activities, perform as advisor, trainer and supporter of staff, perform other duties as may be required by the City Council and consistent with Minnesota Statutes and City ordinances.

MAJOR JOB FUNCTIONS:

1. **Personnel Duties.** Supervises and appoints all City staff directly or indirectly through department supervisors unless otherwise provided by City ordinance, resolution, or other law. Acts as final authority on personnel actions subject to approval of the City Council on hiring, severe disciplinary action, and dismissal. Fix individual employee salaries, except as otherwise established by action of the Council. Ensure compliance with pay equity laws and regulations. Ensure compliance with drug and alcohol testing requirements. Administer personnel rules and regulations.
2. **Organizational Operation.** Develop and issue all administrative rules, regulations, and procedures necessary to ensure the proper function of all departments and offices. Evaluates potential projects, programs, and services to determine feasibility and community impact and makes recommendations to the Council. Develops and recommends long and short-term plans for the City; coordinates projects such as new construction, street improvements, personnel programs, etc.
3. **Attend Council Meetings and Other Official and Semi-Official Functions.** Attend and take part in discussion at all meetings of the City Council and other official bodies as directed by the Council. **Oversee and direct agenda preparation for Council meetings.** The City Administrator shall also represent the City, **or appropriately delegated staff member,** at all official or semi-official functions as may be directed by the City Council.
4. **Enforcement of Laws and Ordinances.** The Administrator shall see that all laws and ordinances are duly enforced.
5. **Oversee Preparation and Presentation of Annual Budget.** **Lead and oversee preparation of the annual budget and present to the City Council for approval. Keep the Council informed of the financial condition of the City; oversee annual updates to the capital improvement plans.**

6. **Purchases and Contracts.** Ensure financial expenditures are consistent with City needs, goals of the city council and sound financial management and executes or recommends execution of contracts to Council for approval. Make or let purchases and contracts in accordance with all State laws and local ordinances.
7. **Recommending of Ordinances or Resolutions.** Recommend, from time-to-time, the adoption of such measures the Administrator may deem necessary or expedient for the health, safety and welfare of the community or for the improvement of administration.
8. **Public Relations.** Participate in public relations at a variety of levels. Represents the City with other governmental agencies and officials; monitors activities related to municipal government and ensures State and county mandates are followed. Responds to concerns, issues, complaints, and questions from the public and employees; mediates disputes and resolves issues as appropriate. Maintain contact and be involved with civic groups and media.
9. **Facilitate goal setting.** Coordinate annual meeting of Council, boards and commissions to examine goals and priorities and facilitate ongoing communication between the various citizen advisory groups.
10. **Economic Development Activities.** Enhance the City's tax base and overall economic health by participating in business retention and economic development and redevelopment activities. Oversees and/or is responsible for maintenance of all TIF development. Oversee economic and community development for City.
11. **Legislative Activities.** Monitor state legislation, Court rulings, and state and county regulations, policies, and programs to facilitate adherence to requirements or recommend operational modifications as needed; represents the City on local, regional, and state committees and boards as directed. Lobby the Minnesota Legislature and congress in pursuit of City priorities. Testify as necessary and participate in the drafting of relevant legislation.
12. **Perform as Advisor, Trainer and Supporter of Staff.** Provide necessary guidance to employees to ensure a positive and productive smooth-running organization through advising, training and supporting staff.
13. **Perform Other Duties as May Be Required.** Perform other duties as may be required by the City Council and consistent with Minnesota statutes and City ordinances.

ESSENTIAL FUNCTIONS: The Americans with Disabilities Act prohibits discrimination against a qualified individual with a disability. A qualified individual with a disability is one who, with or without reasonable accommodation, can perform all of the essential functions of the job. Essential functions are the fundamental job duties of a position. **The essential functions of this position are numbers 1-11-9 of the above major job functions.**

PHYSICAL DEMANDS/WORK ENVIRONMENT: This position requires inside work, working with others, working around others and having contact with the public. This position is exposed to normal levels of dust and noise. This position involves approximately six hours of sitting and one hour of walking and one hour of standing per day. Activities that occur occasionally or 1-3 hours a day are handling, far vision, depth perception, accommodation, and color vision. Activities that occur frequently or 4-7 hours per day are near vision and peripheral vision. Activities that occur 1-3 times per week are kneeling, bending, stooping, squatting, pushing, climbing height other than staircase, reaching at or above shoulder level with the right, left or both shoulders. Reaching below shoulder level with right, left or both shoulders may occur up to three times per day. Activities that occur continuously or more than seven hours per day are fine manipulation, talking and hearing.

This description is intended to describe the kinds of tasks and levels of work difficulty being performed by people assigned to this classification. The list of responsibilities is not intended to be construed as an exhaustive list of all responsibilities, duties, physical demands/work environment, or equipment utilized by personnel in this classification.

The City of North Mankato is an Equal Opportunity Employer.

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 12B	Department: Engineering	Council Meeting Date: 4/4/22																												
TITLE OF ISSUE: Consider Resolution Adopting Assessment Project No. 21-06 ABCDEF McKinley Avenue Street & Utility Improvement Project.																														
BACKGROUND AND SUPPLEMENTAL INFORMATION: The public hearing was held earlier in the evening. City Engineer Sarff will be present to respond to questions.																														
<i>If additional space is required, attach a separate sheet</i>																														
REQUESTED COUNCIL ACTION: Adopt Resolution Adopting Assessment Project No. 21-06 ABCDEF McKinley Avenue Street & Utility Improvement Project.																														
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Whitlock</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Oachs</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Whitlock	_____	_____	Steiner	_____	_____	Norland	_____	_____	Oachs	_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aye	Nay																													
_____	_____	Whitlock																												
_____	_____	Steiner																												
_____	_____	Norland																												
_____	_____	Oachs																												
_____	_____	Dehen																												
Resolution	Ordinance	Contract	Minutes	Map																										
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																										
<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: _____																													

RESOLUTION ADOPTING ASSESSMENT
PROJECT NO. 21-06 ABCDEF MCKINLEY AVENUE STREET & UTILITY
IMPROVEMENT PROJECT

WHEREAS, pursuant to proper notice duly given as required by law, the council has met and heard and passed upon all objections to the proposed assessment for Project No. 21-06 ABCDEF McKinley Avenue Street & Utility Improvement Project,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA that such proposed assessment, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.

BE IT FURTHER RESOLVED, that assessments shall be payable in equal annual installments extending over a period of 15 years, the first of the installments to be payable on or before the first Monday in January 2023 and shall bear interest at the rate of two percent (2%) greater than the average coupon interest rate of the bonds, rounded to the nearest quarter of a percent, from the date specified in the notice of final assessment.

BE IT FURTHER RESOLVED, that the owner of any property so assessed may, at any time prior to the date specified in the assessment resolution and notices, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Clerk, except that no interest shall be charged if the entire assessment is paid by the date specified in the notice of final assessment. An owner may at any time thereafter, pay to the City Clerk the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.

BE IT FURTHER RESOLVED that the City Clerk shall, after the date specified for prepayment of the assessment in the notice of final assessment, transmit a certified duplicate of this assessment to the county auditor to be extended on the property tax lists of the county. Such assessments shall be collected and paid over in the same manner as other municipal taxes.⁷

Adopted by the City Council this 4th day of April 2022.

Mayor

Attest:

City Clerk

FINAL ASSESSMENT ROLL - BASED ON BID PRICES

MCKINLEY AVENUE - SHERMAN STREET TO RANGE STREET

CITY OF NORTH MANKATO, MINNESOTA

BID PROJECT NO. M18.125172

LINE	IND	PROPERTY ADDRESS	PROPERTY OWNER NAME	STREET & UTILIZATION (L/INT)	ASSESSABLE (SQ FT)	SANITARY SERVICE (L/INT)	STREET LIGHTS (L/INT)	CALCULATED ASSESSMENT	WATERMAIN MACHINE (L/INT)	WATER SERVICE (L/INT)	TOTAL CALCULATED ASSESSMENT	MAXIMUM ASSESSMENT	PROPOSED ASSESSMENT	COMMENT
1	195571560	941 RANGE STREET	JOHN GEORGE	49 50	0	0	\$5,119.89	\$1,681.13	\$0.00	\$0.00	\$6,119.89	\$7,500.00	\$6,119.89	
2	195571560	1001 RANGE STREET	LORRAINE B WARDEN	55 00	1	1	\$6,799.88	\$1,603.77	\$2,231.70	\$2,011.32	\$14,327.80	\$7,500.00	\$7,500.00	
3	195571540	309 MCKINLEY AVENUE	HANNAH SANDERS	82 00	1	1	\$10,138.00	\$1,681.13	\$2,231.70	\$2,011.32	\$17,665.92	\$7,500.00	\$7,500.00	
4	195571540	310 MCKINLEY AVENUE	PAUL KERR	100 00	1	1	\$12,363.41	\$1,603.77	\$2,231.70	\$2,011.32	\$19,891.34	\$7,500.00	\$7,500.00	
5	195571530	311 MCKINLEY AVENUE	WILLIAM A RITTENHOUSE	100 00	1	1	\$12,363.41	\$1,603.77	\$2,231.70	\$2,011.32	\$19,891.34	\$7,500.00	\$7,500.00	
6	195571530	314 MCKINLEY AVENUE	CHRISTEN GERALD - LIFE ESTATE ETAL	65 00	1	1	\$3,036.22	\$1,681.13	\$2,231.70	\$2,011.32	\$13,709.63	\$7,500.00	\$7,500.00	
7	195571620	316 MCKINLEY AVENUE	DALE E HIMMELMAN	65 00	1	1	\$3,036.22	\$1,603.77	\$2,231.70	\$2,011.32	\$15,964.14	\$7,500.00	\$7,500.00	
8	195571450	317 MCKINLEY AVENUE	DUSTIN MCGHEE	85 00	1	1	\$10,308.90	\$1,681.13	\$2,231.70	\$2,011.32	\$15,964.14	\$7,500.00	\$7,500.00	
9	195571810	324 MCKINLEY AVENUE	DONALD W SWANSON	65 00	1	1	\$3,036.22	\$1,603.77	\$2,231.70	\$2,011.32	\$18,036.82	\$7,500.00	\$7,500.00	
10	195571810	323 MCKINLEY AVENUE	MICHAEL G B STEFFANIE K THOMAS	60 00	1	1	\$7,418.05	\$1,681.13	\$2,231.70	\$2,011.32	\$14,945.97	\$7,500.00	\$5,774.00	\$1,087 CREDIT FOR WATER SERVICE, \$659 CREDIT FOR SIDEWALK
11	195571900	321 MCKINLEY AVENUE	BRODY HALLS	32 00	1	1	\$4,026.97	\$1,603.77	\$2,231.70	\$2,011.32	\$13,956.90	\$7,500.00	\$7,500.00	
12	195571790	322 MCKINLEY AVENUE	CHARLES A & KAREN A JONGBLOEDT	65 00	1	1	\$3,036.22	\$1,681.13	\$2,231.70	\$2,011.32	\$15,964.14	\$7,500.00	\$7,500.00	
13	195571420	325 MCKINLEY AVENUE	BLUDICK ALVERNA M REED PRUS	59 50	1	1	\$1,181.71	\$1,603.77	\$2,231.70	\$2,011.32	\$13,709.63	\$7,500.00	\$7,500.00	
14	195571780	336 MCKINLEY AVENUE	LEO J & MARIE BERNARDY LE ETAL	59 50	1	1	\$1,181.71	\$1,603.77	\$2,231.70	\$2,011.32	\$13,709.63	\$7,500.00	\$7,500.00	
15	195571780	339 MCKINLEY AVENUE	JON PROWSE	50 00	1	1	\$1,181.71	\$1,603.77	\$2,231.70	\$2,011.32	\$13,709.63	\$7,500.00	\$7,500.00	
16	195571770	340 MCKINLEY AVENUE	GARY L POPE	50 00	1	1	\$1,181.71	\$1,603.77	\$2,231.70	\$2,011.32	\$13,709.63	\$7,500.00	\$7,500.00	
17	195571400	343 MCKINLEY AVENUE	DANIEL TWERSAL & JESSICA M KOWALSKI	50 00	1	1	\$1,181.71	\$1,603.77	\$2,231.70	\$2,011.32	\$13,709.63	\$7,500.00	\$7,500.00	
18	195571760	1000 CROSS STREET	JAMES C & BETTY L WHITEOKA LE	53 90	1	1	\$2,653.88	\$1,603.77	\$2,231.70	\$2,011.32	\$14,082.34	\$7,500.00	\$7,500.00	
19	195571950	401 MCKINLEY AVENUE	GARY PIPES	50 00	1	1	\$1,181.71	\$1,603.77	\$2,231.70	\$2,011.32	\$13,709.63	\$7,500.00	\$7,500.00	
20	195572000	409 MCKINLEY AVENUE	MATTHEW HOBELBERGER	50 00	1	1	\$1,181.71	\$1,603.77	\$2,231.70	\$2,011.32	\$13,709.63	\$7,500.00	\$7,500.00	
21	195572260	412 MCKINLEY AVENUE	BERNARD D THOMPSON	50 00	1	1	\$1,181.71	\$1,603.77	\$2,231.70	\$2,011.32	\$13,709.63	\$7,500.00	\$7,500.00	
22	195572260	414 MCKINLEY AVENUE	JOSEPH J BOHRER	50 00	1	1	\$1,181.71	\$1,603.77	\$2,231.70	\$2,011.32	\$13,709.63	\$7,500.00	\$7,500.00	
23	195572260	415 MCKINLEY AVENUE	SARA MILLER	50 00	1	1	\$1,181.71	\$1,603.77	\$2,231.70	\$2,011.32	\$13,709.63	\$7,500.00	\$7,500.00	
24	195572260	416 MCKINLEY AVENUE	ROBERTS ROBYN & JOSEPH ROBERTS	44 00	1	1	\$5,439.90	\$1,603.77	\$2,231.70	\$2,011.32	\$12,967.83	\$7,500.00	\$7,500.00	
25	195572260	418 MCKINLEY AVENUE	MICHAEL HALER	58 00	1	1	\$7,170.78	\$1,603.77	\$2,231.70	\$2,011.32	\$12,967.83	\$7,500.00	\$7,500.00	
26	195572260	419 MCKINLEY AVENUE	ALBERTO LARA	50 00	1	1	\$6,159.85	\$1,603.77	\$2,231.70	\$2,011.32	\$13,709.63	\$7,500.00	\$7,500.00	
27	195572220	420 MCKINLEY AVENUE	KEITH LOMAX	68 00	1	1	\$6,159.85	\$1,603.77	\$2,231.70	\$2,011.32	\$13,709.63	\$7,500.00	\$7,500.00	
28	195572220	421 MCKINLEY AVENUE	RICHARD L JR & CINDY L FLYNN	50 00	1	1	\$6,159.85	\$1,603.77	\$2,231.70	\$2,011.32	\$13,709.63	\$7,500.00	\$6,875.00	\$525 ADJUSTMENT FOR SIDEWALK
29	195572250	422 MCKINLEY AVENUE	THOMAS J PIOTROWSKI	66 00	1	1	\$7,139.87	\$1,603.77	\$2,231.70	\$2,011.32	\$15,667.78	\$7,500.00	\$6,812.00	\$689 ADJUSTMENT FOR SIDEWALK
30	195572250	424 MCKINLEY AVENUE	MARK K FISCHER	57 75	1	1	\$7,059.51	\$1,603.77	\$2,231.70	\$2,011.32	\$14,567.43	\$7,500.00	\$7,500.00	
31	197030010	425 MCKINLEY AVENUE	C L ROSTEN FAMILY TRUST	57 10	1	1	\$7,139.87	\$1,603.77	\$2,231.70	\$2,011.32	\$14,567.43	\$7,500.00	\$7,500.00	
32	197030010	426 MCKINLEY AVENUE	KARISA JULIAR	57 75	1	1	\$7,139.87	\$1,603.77	\$2,231.70	\$2,011.32	\$14,567.43	\$7,500.00	\$7,500.00	
33	197030010	428 MCKINLEY AVENUE	PAULA MICHAEL	66 00	1	1	\$8,159.85	\$1,603.77	\$2,231.70	\$2,011.32	\$15,667.78	\$7,500.00	\$7,500.00	
34	195572240	429 MCKINLEY AVENUE	ABBY ZOELLNER	49 00	1	1	\$8,058.07	\$1,603.77	\$2,231.70	\$2,011.32	\$15,586.00	\$7,500.00	\$7,500.00	
35	198310020	430 MCKINLEY AVENUE	ORLAND C REYNOLDS	66 00	1	1	\$8,159.85	\$1,603.77	\$2,231.70	\$2,011.32	\$15,667.78	\$7,500.00	\$7,500.00	
36	198310020	433 MCKINLEY AVENUE	JASON LINDERBERG	66 00	1	1	\$8,159.85	\$1,603.77	\$2,231.70	\$2,011.32	\$15,667.78	\$7,500.00	\$7,500.00	
37	198310010	942 CENTER STREET	JOHN FODERICK	49 50	0	0	\$6,119.89	\$0.00	\$0.00	\$0.00	\$6,119.89	\$7,500.00	\$6,119.89	
38	194530010	947 CENTER STREET	MICHAEL G & JODIE L KEINZ	50 00	0	0	\$6,119.89	\$0.00	\$0.00	\$0.00	\$6,119.89	\$7,500.00	\$6,119.89	
39	198730010	1004 CENTER STREET	SHEILA YOON	50 00	0	0	\$6,119.89	\$0.00	\$0.00	\$0.00	\$6,119.89	\$7,500.00	\$6,119.89	
40	195572770	508 MCKINLEY AVENUE	JASON HANSON	45 00	0	0	\$6,553.54	\$0.00	\$0.00	\$0.00	\$6,553.54	\$7,500.00	\$6,553.54	
41	195572770	509 MCKINLEY AVENUE	BRIAN H SCHOLL	53 00	1	1	\$6,553.54	\$1,603.77	\$2,231.70	\$2,011.32	\$14,080.53	\$7,500.00	\$7,500.00	
42	194240010	509 MCKINLEY AVENUE	LEVI A PARPART	70 00	1	1	\$7,418.05	\$1,603.77	\$2,231.70	\$2,011.32	\$14,945.97	\$7,500.00	\$7,500.00	
43	195572960	512 MCKINLEY AVENUE	TERRY NESS & CODY NESS	40 00	1	1	\$8,654.39	\$1,603.77	\$2,231.70	\$2,011.32	\$16,192.31	\$7,500.00	\$7,500.00	
44	194240020	513 MCKINLEY AVENUE	CHRISTOPHER HEICHEL	40 25	0	0	\$4,976.27	\$0.00	\$0.00	\$0.00	\$4,976.27	\$7,500.00	\$4,976.27	
45	195572950	516 MCKINLEY AVENUE	BETTY A DAUFENBACH	65 00	1	1	\$8,159.85	\$1,603.77	\$2,231.70	\$2,011.32	\$15,964.14	\$7,500.00	\$7,500.00	
46	195572950	518 MCKINLEY AVENUE	2RT PROPERTIES LLC	48 88	1	1	\$5,795.35	\$1,603.77	\$2,231.70	\$2,011.32	\$13,323.27	\$7,500.00	\$7,500.00	
47	195572950	520 MCKINLEY AVENUE	KENNETH W LLOYD	45 00	1	1	\$5,563.54	\$1,603.77	\$2,231.70	\$2,011.32	\$13,091.46	\$7,500.00	\$7,500.00	
48	194240030	521 MCKINLEY AVENUE	THOMAS MAY	40 00	1	1	\$4,945.36	\$1,603.77	\$2,231.70	\$2,011.32	\$12,473.29	\$7,500.00	\$7,500.00	
49	194240040	523 MCKINLEY AVENUE	AMAN HOMES LLC	50 00	1	1	\$6,191.71	\$1,603.77	\$2,231.70	\$2,011.32	\$13,709.63	\$7,500.00	\$7,500.00	
50	195572460	530 MCKINLEY AVENUE	EVAN CARSTENSEN	40 00	1	1	\$10,162.72	\$1,603.77	\$2,231.70	\$2,011.32	\$13,709.63	\$7,500.00	\$7,500.00	
51	195572460	532 MCKINLEY AVENUE	B & B PROPERTIES LLC	50 00	1	1	\$10,162.72	\$1,603.77	\$2,231.70	\$2,011.32	\$13,709.63	\$7,500.00	\$7,500.00	
52	195572460	537 MCKINLEY AVENUE	KARL PAGER	41 13	1	1	\$5,084.45	\$1,603.77	\$2,231.70	\$2,011.32	\$12,612.38	\$7,500.00	\$7,500.00	
53	194240050	543 MCKINLEY AVENUE	JADIE WING & LISA DARLENE DORSEDEL	100 00	1	1	\$5,084.45	\$1,603.77	\$2,231.70	\$2,011.32	\$12,612.38	\$7,500.00	\$7,500.00	
54	194240060	544 MCKINLEY AVENUE	RORELL NELSON	41 13	1	1	\$5,084.45	\$1,603.77	\$2,231.70	\$2,011.32	\$12,612.38	\$7,500.00	\$7,500.00	
55	195572460	547 MCKINLEY AVENUE		50 00	1	1	\$5,084.45	\$1,603.77	\$2,231.70	\$2,011.32	\$12,612.38	\$7,500.00	\$7,500.00	
56	194240070	548 MCKINLEY AVENUE		50 00	1	1	\$5,084.45	\$1,603.77	\$2,231.70	\$2,011.32	\$12,612.38	\$7,500.00	\$7,500.00	
57	195572460	549 MCKINLEY AVENUE		50 00	1	1	\$5,084.45	\$1,603.77	\$2,231.70	\$2,011.32	\$12,612.38	\$7,500.00	\$7,500.00	
58	194240080	549 MCKINLEY AVENUE		394.12	53	53	\$415,520.00	\$85,100.00	\$116,280.00	\$106,600.00	\$914,900.00	\$429,642.18	\$429,642.18	

CITY OF NORTH MANKATO
REQUEST FOR COUNCIL ACTION



Agenda Item # 12C		Department: Engineering		Council Meeting Date: 4/4/22	
TITLE OF ISSUE: Consider Resolution Accepting Bid Project No. 21-06 ABCDEF McKinley Avenue Street & Utility Improvement Project.					
BACKGROUND AND SUPPLEMENTAL INFORMATION: City Engineer Sarff will be present to review the bids and the project.					
<i>If additional space is required, attach a separate sheet</i>					
REQUESTED COUNCIL ACTION: Adopt Resolution Accepting Bid Project No. 21-06 ABCDEF McKinley Avenue Street & Utility Improvement Project.					
For Clerk's Use:			SUPPORTING DOCUMENTS ATTACHED		
Motion By: _____			Resolution Ordinance Contract Minutes Map		
Second By: _____			<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		
Vote Record:			Other (specify) _____		
Aye Nay			_____		
_____ Whitlock			_____		
_____ Steiner			_____		
_____ Norland			_____		
_____ Oachs			_____		
_____ Dehen			_____		
<input type="checkbox"/> Workshop			<input type="checkbox"/> Refer to: _____		
<input checked="" type="checkbox"/> Regular Meeting			<input type="checkbox"/> Table until: _____		
<input type="checkbox"/> Special Meeting			<input type="checkbox"/> Other: _____		

RESOLUTION ACCEPTING BID
PROJECT NO. 21-06 ABCDEF MCKINLEY AVENUE STREET & UTILITY
IMPROVEMENT PROJECT

WHEREAS, pursuant to an advertisement for bids for Project No. 21-06 ABCDEF McKinley Avenue Street & Utility Improvement Project, bids were received, opened, and tabulated according to the law, and the following bids were received complying with the advertisement:

<u>Bidder</u>	<u>Bid Amount</u>
Holtmeier Construction, Inc.	\$1,379,976.87
Kuechle Underground, Inc.	\$1,895,195.50

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA that the mayor and clerk are hereby authorized and directed to enter into the attached contract with Holtmeier Construction, Inc. of Mankato, Minnesota in the name of the City of North Mankato for Project No. 21-06 ABCDEF McKinley Avenue Street & Utility Improvement Project, according to the plans and specifications therefor approved by the city council and on file in the office of the city clerk.

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

Adopted by the City Council this 4th day of April 2022.

Mayor

Attest:

City Clerk

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 12D	Department: Engineering	Council Meeting Date: 4/4/22																											
TITLE OF ISSUE: Consider Resolution Declaring Cost to Be Assessed, and Ordering Preparation of Proposed Assessment Project No. 21-05 ABCDEF Lor Ray Drive Street & Utility Improvement Project.																													
BACKGROUND AND SUPPLEMENTAL INFORMATION: City Engineer Sarff will be present to answer questions concerning the assessment.																													
<i>If additional space is required, attach a separate sheet</i>																													
REQUESTED COUNCIL ACTION: Adopt Resolution Declaring Cost to Be Assessed, and Ordering Preparation of Proposed Assessment Project No. 21-05 ABCDEF Lor Ray Drive Street & Utility Improvement Project.																													
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Whitlock</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Oachs</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Whitlock	_____	_____	Steiner	_____	_____	Norland	_____	_____	Oachs	_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aye	Nay																												
_____	_____	Whitlock																											
_____	_____	Steiner																											
_____	_____	Norland																											
_____	_____	Oachs																											
_____	_____	Dehen																											
Resolution	Ordinance	Contract	Minutes	Map																									
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																									
<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: _____																												



**BOLTON
& MENK**

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 31, 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
April Van Genderen, City Clerk
Subject: City Project No. 21-05 ABCDEF Lor Ray Drive Street & Utility Improvement Project:
BMI Project Nos. 0M1.125173

Bids were received and opened on Tuesday, March 29th at 11:00 a.m. for the Lor Ray Drive Street & Utility Improvement Project. This project includes street and utility reconstruction on Lor Ray Drive from just north of White Oak Drive to Somerset Lane.

Two (2) bids were received, and the results of the bids are tabulated below:

Bidder	Bid Amount
Holtmeier Construction, Inc.	\$3,511,182.87
Geislinger & Sons, Inc.	\$4,320,842.30
Engineer's Estimate	\$3,136,916.50

The low bidder for the project is Holtmeier Construction, Inc., from Mankato, Minnesota. The low bid is approximately 12% over the Engineer's Estimate and the next lowest bid is approximately 23% over the low bid. Based on past performance with Holtmeier Construction, Inc, it is our opinion that they are qualified to perform the work required under this contract.

According to the City's standard process for projects involving special assessments, an assessment hearing will be held prior to awarding the contract for the project. The assessment hearing is scheduled for May 2, 2022. Finance Director McCann has prepared the proposed assessment roll for the project and City Clerk Van Genderen has prepared the following resolutions for consideration at the April 4th City Council meeting:

- Resolution Declaring Cost to be Assessed and Ordering Preparation of Proposed Assessment
- Resolution for Hearing on Proposed Assessment

Finance Director McCann, City Clerk Van Genderen, and I will be available at the April 4th City Council meeting to review this information with the council and answer any questions they have.

Recommended Action: Adopt the Resolution Declaring Cost to be Assessed and Ordering Preparation of Proposed Assessment and the Resolution for Hearing on Proposed Assessment. Copies of the resolutions are included in Council Packet.

RESOLUTION NO. 37-22

RESOLUTION DECLARING COST TO BE ASSESSED, AND ORDERING PREPARATION
OF PROPOSED ASSESSMENT
PROJECT NO. 21-05 ABCDEF LOR RAY DRIVE STREET & UTILITY IMPROVEMENT
PROJECT

WHEREAS, bids have been received for the Project No. 21-05 ABCDEF Lor Ray Drive Street & Utility Improvement Project, and the estimated cost for such improvement, including contingencies, is \$3,562,000.00, and the expenses incurred or to be incurred in the making of such improvement amount to \$661,100.00, so that the total cost of the improvement will be \$4,223,100.00.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, that the portion of the cost of such improvement to be paid by the City is declared to be \$1,815,705, and the portion of the cost of such improvements to be paid by Municipal State Aid Funds, Corona Virus Relief Funds, and Local Road Improvement Grant funds is \$1,991,000, and the portion of the cost to be assessed against benefited property owners is declared to be \$426,395, and

BE IT FURTHER RESOLVED, that assessments shall be payable in equal annual installments extending over a period of 15 years, the first of the installments to be payable on or before the first Monday in January 2023 and shall bear interest at the rate of two percent (2%) greater than the average coupon interest rate of the bonds, rounded to the nearest quarter of a percent, from the date specified in the assessment resolution and notices.

BE IT FURTHER RESOLVED, that the City Clerk, with the assistance of the City Engineer, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and he/she shall file a copy of such proposed assessment in his/her office for public inspection.

BE IT FURTHER RESOLVED, that the City Clerk shall upon the completion of such proposed assessment, notify the City Council thereof.

Adopted by the City Council this 4th day of April 2022.

Mayor

Attest:

City Clerk

FINAL ASSESSMENT ROLL
LOR RAY DRIVE STREET & UTILITY IMPROVEMENT PROJECT
CITY PROJECT NO. 21-05 ABCDEF
CITY OF NORTH MANKATO, MINNESOTA
BMI PROJECT NO. M18.125174

LINE	PRO	PROPERTY ADDRESS	PROPERTY OWNER NAME	PROPERTY OWNER ADDRESS	PROPOSED ASSESSMENT	COMMENT
1	01.035.0810	N/A	GARY E. HINKER	23059 N RIVERFRONT DRIVE	MN 56001 \$58,180.00	TO BE DEFERRED UNTIL PROPERTY IS ANNEXED INTO THE CITY
2	01.035.0600	51416 LOR RAY DRIVE	JAMES N. & ROSEMARY E. SCHMITZ	51416 LOR RAY DRIVE	MN 56003 \$21,729.00	TO BE DEFERRED UNTIL PROPERTY IS ANNEXED INTO THE CITY
3	01.034.0305	N/A	KEVIN L. JOHNSON REVOCABLE TRUST	140 75TH STREET NE	MN 56367 \$33,410.00	TO BE DEFERRED UNTIL PROPERTY IS ANNEXED INTO THE CITY
4	01.035.0805	N/A	THOMAS E. JR. GOETTLICHER AND OTHERS	51671 LOR RAY DRIVE	MN 56003 \$257,858.00	TO BE DEFERRED UNTIL PROPERTY IS ANNEXED INTO THE CITY
5	01.035.0800	51671 LOR RAY DRIVE	THOMAS E. JR. GOETTLICHER AND OTHERS	51671 LOR RAY DRIVE	MN 56003 \$47,677.00	TO BE DEFERRED UNTIL PROPERTY IS ANNEXED INTO THE CITY
6	01.035.0700	51529 LOR RAY DRIVE	MARTIN D. MOGENSEN	2247 FAIRBANKS DRIVE	MN 56003 \$7,541.00	TO BE DEFERRED UNTIL PROPERTY IS ANNEXED INTO THE CITY
TOTAL					\$426,395.00	

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 12E	Department: Engineering	Council Meeting Date: 4/4/22																																																															
TITLE OF ISSUE: Consider Resolution for Hearing on Proposed Assessment Project No. 21-05 ABCDEF Lor Ray Drive Street & Utility Improvement Project.																																																																	
BACKGROUND AND SUPPLEMENTAL INFORMATION: City Engineer Sarff will be present to answer questions concerning the assessment.																																																																	
If additional space is required, attach a separate sheet																																																																	
REQUESTED COUNCIL ACTION: Adopt Resolution for Hearing on Proposed Assessment Project No. 21-05 ABCDEF Lor Ray Drive Street & Utility Improvement Project.																																																																	
For Clerk's Use: 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 style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Whitlock</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Steiner</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Norland</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Oachs</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Dehen</td> </tr> </table>	Vote Record:	Aye	Nay								_____	_____						Whitlock		_____	_____						Steiner		_____	_____						Norland		_____	_____						Oachs		_____	_____						Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="width: 20%;">Resolution</td> <td style="width: 20%;">Ordinance</td> <td style="width: 20%;">Contract</td> <td style="width: 20%;">Minutes</td> <td style="width: 20%;">Map</td> </tr> <tr> <td style="text-align: center;"><input checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vote Record:	Aye	Nay																																																															
	_____	_____						Whitlock																																																									
	_____	_____						Steiner																																																									
	_____	_____						Norland																																																									
	_____	_____						Oachs																																																									
	_____	_____						Dehen																																																									
Resolution	Ordinance	Contract	Minutes	Map																																																													
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																																																													
<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: _____																																																																

RESOLUTION NO. 38-22

RESOLUTION FOR HEARING ON PROPOSED ASSESSMENT
PROJECT NO. 21-05 ABCDEF LOR RAY DRIVE STREET & UTILITY IMPROVEMENT
PROJECT

WHEREAS, by a resolution passed by the City Council on April 4, 2022, the Finance Director and the City Engineer, were directed to prepare a proposed assessment of the cost of the Project No. 21-05 ABCDEF Lor Ray Drive Street & Utility Improvement Project, and

WHEREAS, the clerk has notified the council that such proposed assessment has been completed and filed in his/her office for public inspection,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, that a hearing shall be held on the 2nd day of May 2022 in the City Council Chambers of City Hall, 1001 Belgrade Avenue, North Mankato, Minnesota at 7:00 p.m., to pass upon such proposed assessment. All persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment, and

BE IT FURTHER RESOLVED, that the City Clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and the City Clerk shall state in the notice the total cost of the improvement. The City Clerk shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearing.

BE IT FURTHER RESOLVED, that the owner of any property so assessed may, at any time prior to the date specified in the assessment resolution and notices, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Clerk, except that no interest shall be charged if the entire assessment is paid by the date specified in the assessment resolution and notices. An owner may at any time thereafter, pay to the City Clerk the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.

Adopted by the City Council this 4th day of April, 2022.

Mayor

Attest:

City Clerk