

Pursuant to the due call and notice thereof, a regular meeting of the North Mankato City Council was held in the Municipal Building Council Chambers on September 18, 2023. Mayor Carlson called the meeting to order at 7:00 p.m., asking everyone to join the Pledge of Allegiance. The following were present for roll call: Council Members Peterson, Oachs, Whitlock, Steiner, City Administrator McCann, Finance Director Ryan, Community Development Director Fischer, Public Works Director Arnold, City Planner Lassonde, and Administrative Services Manager-City Clerk Van Genderen.

Approval of Agenda

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

Approval of Council Minutes from September 5, 2023, Council Meeting.

Council Member Oachs moved, seconded by Council Member Steiner, to approve the September 5, 2023, Council Meeting Minutes. Vote on the motion Peterson, Oachs, Whitlock, Steiner, and Carlson, aye, no nays. Motion carried.

Approval of Council Work Session Minutes from September 5, 2023, Council Work Session.

Council Member Whitlock moved, seconded by Council Member Peterson, to approve the September 5, 2023, Council Work Session Minutes. Vote on the motion Peterson, Oachs, Whitlock, Steiner, and Carlson, aye, no nays. Motion carried.

Public Comments

None.

Consent Agenda

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

- A. Bills and Appropriations.
- B. Res. No. 61-23 Accepting Donations/Contributions/Grants.
- C. Approved Audio Permit for Tails N Trails Fun Run 5K/BENCHS on September 30, 2023, from 8 a.m. to 1 p.m. at Spring Lake Park.

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

Business Items

Res. No. 62-23 Approving a Preliminary Tax Levy.

Finance Director Ryan noted that the Preliminary Tax Levy is based on City Council discussion and guidance. Currently, the rate increase would be 1.5%, and the levy increase would be 12.93%. She reminded the Council that it would be the max. Council could decrease the levy for final approval in December but could not increase the levy. She noted a public hearing would be held on December 14, 2023, and the final levy would be established on December 18, 2023. City Administrator McCann pointed out that the current budget presentations are based on the 1.5% rate increase. City Administrator McCann said that the rate is also dependent on the County's preliminary spring assessment numbers; the new numbers will be coming out soon. Mayor Carlson requested information on the website concerning what the levy and the tax rate references. Finance Director Ryan mentioned

that there is a summary in one of the first budget presentations. Mayor Carlson requested clarification on if the average home is \$250,000 or if it should be higher. Finance Director Ryan stated the City provides several examples of homes, including those above and below the \$250,000 dollar mark. She did remind the City Council that the City is only one portion of the taxes.

Council Member Peterson moved, seconded by Council Member Whitlock, to Adopt Res. No. 62-23 Approving a Preliminary Tax Levy. Vote on the motion Peterson, Oachs, Whitlock, Steiner, and Carlson, aye, no nays. Motion carried.

Set a Public Hearing for 7 p.m. on Monday, October 2, 2023, to Consider an Ordinance Amending Chapter 31.01 (C) (6), Administrator.

Attorney Kennedy reported the proposed Ordinance would repeal the language that set forth the City Administrator's spending authority. He noted most Cities managed the amount through a resolution and not through an Ordinance, as it is easier to change a resolution.

Council Member Steiner moved, seconded by Council Member Oachs, to Set a Public Hearing for 7 p.m. on Monday, October 2, 2023, to Consider an Ordinance Amending Chapter 31.01 (C) (6), Administrator. Vote on the motion Peterson, Oachs, Whitlock, Steiner, and Carlson, aye, no nays. Motion carried.

Set a Public Hearing for 7 p.m. on Monday, October 2, 2023, to Consider an Ordinance Amending City Code Chapter 114.1 Cannabis and Marijuana Smoking and Vaping.

Attorney Kennedy stated the Ordinance is in response to the Council's direction to limit the smoking of marijuana to larger parks. City Administrator McCann stated the Ordinance language is open for discussion. Council Member Peterson requested clarification on if it is still illegal near minors. Attorney Kennedy said it is still illegal as that language is a part of the State Statute. Police Chief Gullickson spoke before the City Council and noted that City staff attended a meeting with Nicollet County and surrounding jurisdictions concerning regulations. He said the concern he came away with was overregulation of the product, where individuals will be too restricted in using the product that they will be forced to break the law. Mayor Carlson noted that Caswell was included as a park where smoking marijuana was allowed and stated he disagreed with its inclusion. It was determined to eliminate Caswell Parks but to add Wheeler Park.

Council Member Steiner moved, seconded by Council Member Whitlock, to Set a Public Hearing for 7 p.m. on Monday, October 2, 2023, to Consider an Ordinance Amending City Code Chapter 114.1 Cannabis and Marijuana Smoking and Vaping. Vote on the motion Peterson, Oachs, Whitlock, Steiner, and Carlson, aye, no nays. Motion carried.

Res. No. 63-23 Ordering the Preparation of Report on Improvement for Project No. 23-07 ABCDEF Sherman Street Improvement Project.

City Engineer Sarff stated the project would be a complete reconstruction of the sanitary sewer, watermain, and storm sewer systems, along with complete reconstruction of the existing street and sidewalks and street lighting. He noted that not all of the streets would include sewer and water. The total estimated project cost is approximately \$3.2 million. The segment of Sherman Street between South Avenue and Belgrade Avenue is designated as a Municipal State Aid Street, so an estimated \$700,000 of State Aid could be applied to the project. City Engineer Sarff noted that the City is currently in the budgeting process for 2024. Still, staff wanted to start the process, so if the budget includes the reconstruction, the bidding process can occur early in the year. He also noted that the assessment process does take additional time to complete.

Council Member Steiner moved, seconded by Council Member Peterson, to Adopt Res. No. 63-23 Ordering the Preparation of Report on Improvement for Project No. 23-07 ABCDEF Sherman Street Improvement Project. Vote on the motion Peterson, Oachs, Whitlock, Steiner, and Carlson, aye, no nays. Motion carried.

Open Forum

Tom Hagen, 927 Lake Street, appeared before Council and thanked them for their work.

City Administrator and Staff Comments

City Administrator McCann invited everyone to Bier on Belgrade on Saturday, September 23rd, from 2:00-10:00 p.m.

City Administrator McCann reminded residents about Music in the Park on Thursdays in September from 5:30-7:30 p.m. at Wheeler Park.

City Administrator McCann invited everyone to participate in the MAPO ADA Transition Study Open House on September 26th from 5:00-7:00 p.m. at the Intergovernmental Center.

City Administrator McCann announced the Trivia Nights with Radio Mankato at the Spring Lake Warming House from 6:30-9:30 p.m. on September 29th, October 13th, November 3rd, and December 1st.

City Administrator McCann announced First Aid and CPR Training on Monday, October 2nd, from 5:15 -7:30 p.m. at the Warming House.

City Administrator McCann thanked all who attended the Symphony on the Prairie concert and all those who made it possible.

City Administrator McCann noted that the Norwood Inn sale is almost complete.

City Administrator McCann reported the speed radar was set up on Sherman Street due to the concerns expressed by Council Member Steiner.

Mayor and Council Comments

Council Member Oachs noted the ASA Board Meeting would be held on Friday, September 22nd, and a report and information would be forthcoming.

Council Member Peterson thanked the City for not collecting on the concession stand funds during Pack the Stands, as the event raised close to \$20,000 for the Blaisdell family, who lost their child.

At 7:31 p.m., on a motion by Council Member Steiner, seconded by Council Member Oachs, the Council Meeting was adjourned.

Mayor

City Clerk

COUNCIL WORK SESSION September 18, 2023

Under due call and notice thereof, a Council Work Session of the North Mankato City Council was held in the Council Chambers on September 18, 2023. Mayor Carlson called the meeting to order at 6:00 p.m. The following were present for roll call: Council Members Steiner, Oachs, Peterson, and Whitlock, City Administrator McCann, Finance Director Ryan, Community Development Director Fischer, Public Works Director Arnold, and Administrative Services Manager-City Clerk Van Genderen.

Budget Work Session: 5-Year Capital Improvement Plan, Capital Facilities/Equipment Replacement Fund and Construction Fund

Finance Director Ryan stated the CIP is a multi-year planning instrument identifying the needs and financing sources for vehicles, equipment, public infrastructure, and amenities over the next five years. Exhibit A included in the packet includes additional future needs and potential projects planned for the future as identified but not yet scheduled. The projects have been identified during strategic planning efforts or Council Work Sessions. Finance Director Ryan noted that items placed in the identified but not yet scheduled should not be seen as fixed commitments but as future placeholders for projects and equipment/vehicles. Expenditures budgeted for 2024 in the operating budgets of the General Fund, Construction Funds, Capital Facilities and Equipment Replacement Fund, and Utility Funds are identified in the CIP with the identified funding source(s). Finance Director Ryan noted that at \$65,164,475, the total value of projects identified in the 2024-2028 CIP is \$22,331,303 more than the 2023-2027 CiP. Finance Director Ryan noted that several items influenced the increase. First, staff moved several items from the General Fund to the CIP. Second, two departments were added to the schedules to provide additional transparency. Third, Public Works Director Arnold reviewed the items and updated their cost estimates and project year. The CIP moved the Indoor Recreation Project from 2023-2025 and reduced the amount of City Funds for the Somerset project in 2028.

Finance Director Ryan noted that the City did not bond for projects in 2023. City Administrator McCann said the City planned to bond for the Somerset project however, due to a proposed development not occurring, the City decided not to proceed with the project. Mayor Carlson asked if the City does not have the road built, will that hinder the development of the property? Community Development Director Fischer responded, saying it does not hinder development because the process of developing property takes time, and the City would have time to react before a development was built.

Council Member Peterson requested clarification on Public Safety money. City Administrator McCann reported they are State Funds the City will receive. North Mankato will receive approximately \$620,000, and staff determined to use the funds on capital improvements, including the body cameras and a police cruiser, with additional funds yet to be determined. Council Member Peterson asked if the \$18 million for a new public works facility was realistic.

Public Works Director Arnold stated it would depend on whether the City could utilize City-owned land and if funding could be acquired from the State. Mayor Carlson requested clarification on the \$1.5 million in 2025 that was earmarked for the Public Works Building. Public Works Director Arnold noted those funds would be used for preliminary work and plans. Council Member Steiner asked if the new Public Works building would be in its current location. Public Works Director Arnold stated it would be in upper North. City Administrator McCann noted the location is currently unknown, and the concern is about cost. Mayor Carlson requested an update on if the City will continue to manage the streets with issues. City Administrator McCann noted that Public Works Director Arnold and City Engineer Sarff are reviewing and

COUNCIL WORK SESSION September 18, 2023

updating the pavement needs plan. City Administrator McCann pointed out that the current plan is to start investing funds into the ravines again.

Mayor Carlson commented that he attended the events at Caswell North, noticed the volume of people using the facility, and asked about creating paved parking. City Administrator McCann commented that the City has had discussions with the school district, which owns the property, concerning a possible land swap for building a new school. He stated they are open to the idea.

Wildlife Management

City Planner Lassonde reported the City had received resident complaints about the deer population. The City has responded in the past but previously concluded there is not a deer problem in the community. With new complaints, the City conducted a study to determine the need and next steps.

City Planner Lassonde reviewed the issues that residents reported, including over-browsing of ravine and hillside vegetation and landscaping vegetation on private property. Residents expressing concerns include those on Lake Street and Mary Lane and Sherwood Drive, above the Lake Street hillside. City Planner Lassonde reviewed the impact of over-abundance, which provides for increased conflicts with humans in the urban/suburban environment in the form of car collisions, property damage, landscape destruction, health concerns, and other ecological damage due to over-browsing. Some people enjoy deer interactions, but when encounters exceed human tolerance levels, that is when there is deer overabundance. If deer populations are reduced, there will be increased plant production, regeneration, and/or plant diversity. Deer overabundance can also contribute to public health issues, including the potential spread of Lyme disease and other tick-borne illnesses.

Responsibility for deer impact on private property is outlined in the DNR's Urban Deer Population Control Policies and Procedures. The State owns the wildlife but is not liable for damage caused by wildlife. The DNR manages deer populations through regulated hunting. When a city's ordinances preclude hunting, responsibility for deer population management reverts to the City. North Mankato ordinances prohibit the discharge of firearms and prohibit the feeding of deer. While cities are responsible for deer population management, the onus still lies with homeowners to take precautions on their properties to deter deer rather than attract them.

In the past, the City has responded to resident concerns in various ways, including creating, in 2017, Ordinance 91.19 Prohibition on supplemental Deer Feeding, which prohibits intentionally feeding deer. The City also adopted Resolution No. 25-18 in 2018, which stated there was no need for a deer hunt in the City of North Mankato. In 2019, the City met with several residents concerning problematic deer, then spoke with the DNR and created a flier with recommendations on making homemade deer repellent and other ways to repel deer.

Staff continue to receive concerns about deer, and in 2022-2023, this study began. The study reviewed deer collisions with vehicles, and between 2013 and 2022, there were 62 total crashes over that period within City limits. A drone inventory was undertaken, which found at the Lake Street hillside, there were eight deer, which exceeds the DNR deer per square mile of habitat goal. Staff met with DNR representatives Stein Innvaer, Brian Haroldson, and Tom Hagen, resident at 927 Lake Street, to review the collected data. DNR representatives indicated the evidence was inconclusive concerning if North Mankato has a deer overabundance. However, they did agree that some residents are experiencing adverse impacts from the deer. The DNR did indicate that in 2023, they increased the number of deer that can be harvested

COUNCIL WORK SESSION September 18, 2023

around North Mankato and intend to increase it again in 2024. Discussion held with the DNR indicated that while the evidence is inconclusive, the City may consider that reducing citizen complaints may be a significant goal for the City.

Cities can manage deer populations by establishing ordinances banning the feeding of urban deer and encouraging residents to use deterrents, including sounds, lights, plant deterrents, electric fencing, and exclusion fencing. The City could allow hunting during deer season. Still, given the small amount of land providing deer habitat within city limits, staff believe it would be a dangerous situation to allow deer hunting. The City could also allow removal by a special permit from the DNR. Removal can be done by sharpshooting performed by a hired contractor of the local police department. This type of hunt may be more suitable for small acreage of habitat similar to that seen in North Mankato. To obtain a permit, the local government unit must follow a few steps, including estimating the urban deer population, identifying a population goal, performing public involvement, developing a management plan, keeping and maintaining records of deer/car collisions and citizen complaints, request in writing a DNR deer removal permit, and submit and or update a wildlife control application.

City Planner Lassonde reported staff is recommending the City take action, including performing a citizen survey to receive feedback on management, and then completing a Wildlife Management Plan that establishes goals aimed at diminishing impacts from not only excessive deer but other animals that cause damage to properties. The City would also create an Urban Deer page on the City's website to provide information for residents, including deterrence and allowing a place for complaints. If the complaints meet an established level, the City would have the Police Department complete a deer hunt.

The City Council discussed the recommendation and how it would be implemented, including the hunt being based on a complaint threshold and being able to do the DNR-permitted hunt accordingly. City Planner Lassonde emphasized the first step is to create the Wildlife Management Plan. City Planner Lassonde also noted that the deer could be used as part of a food recovery program in town. The deer would need to be processed at a USDA-certified facility.

City Council Members agreed it would be in the best interest of the City to move forward with creating a Wildlife Management Plan.

Council Member Steiner moved, seconded by Council Member Oachs, to adjourn the Council Work Session at 6:42 p.m.

Mayor

City Clerk

The Free Press MEDIA

418 S Second Street, Mankato, MN 56001
www.mankatofreepress.com phone: (507) 344-6314

THE LAND

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: 09/22/23, 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: 36.00.

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
09/22/2023


Notary Public

Public Notice

September 22, 2023

NOTICE OF PUBLIC HEARING CITY OF NORTH MANKATO COUNTY OF NICOLLET STATE OF MINNESOTA

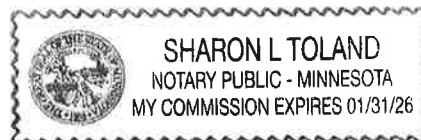
NOTICE IS HEREBY GIVEN that the City Council of the City of North Mankato, Minnesota, will hold a public hearing on Monday, October 2, 2023, at a meeting of the Council beginning at approximately 7:00 p.m. at the North Mankato Municipal Building, 1001 Belgrade Avenue, North Mankato, Minnesota, to consider amending City Code, and adding Chapter 114.1 Cannabis and Marijuana Smoking. To view the complete ordinance, please contact the City Clerk.

All interested persons may appear at the public hearing and present their views orally or in writing.

Dated: This 18th day of September 2023.

BY ORDER OF THE NORTH
MANKATO CITY COUNCIL

April Van Genderen
City Clerk



**ORDINANCE NO. 162
CITY OF NORTH MANKATO
NICOLLET COUNTY MINNESOTA**

AN ORDINANCE AMENDING THE NORTH MANKATO CITY CODE

WHEREAS, the City Council of the City of North Mankato is the official governing body of the City of North Mankato, Minnesota ("the City"); and

WHEREAS, the State of Minnesota has legalized the use of cannabinoids, including the use by smoking and vaping; and

WHEREAS, the City Council, at its regular meeting of on October 2, 2023, enacted Ordinance No. 162.

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

Chapter 114.1 Cannabis and Marijuana Smoking The Code for the City of North Mankato shall be amended as follows:

Prohibited Activities: No person shall smoke, vape, or ingest by smoking or vaping any cannabinoid or product derived from marijuana or hemp in any of the following locations:

- (1) Anywhere smoking is prohibited by the Minnesota Clean Indoor Air Act;
- (2) Inside any transit shelter;
- (3) In any City Park other than Benson Park, Bluff Park, Wheeler Park, or Spring Lake Park;

In Benson Park, Bluff Park, Wheeler Park, or Spring Lake Park, smoking, vaping, or ingesting by smoking or vaping any cannabinoid shall be allowed only in designated smoking areas or as part of a properly permitted festival. In no case shall a person smoke, vape, or ingest by smoking or vaping any cannabinoid in the presence of a minor.

Effective date. This section becomes effective on the date of its publication or upon the publication of the Ordinance.

PASSED AND ADOPTED by the City Council of the City of North Mankato, this __ day
of _____, 2023.

Scott Carlson, Mayor

ATTEST:

City Clerk

The Free Press MEDIA

418 S Second Street, Mankato, MN 56001
www.mankatofreepress.com phone: (507) 344-6314

THE LAND

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: 09/22/23, 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

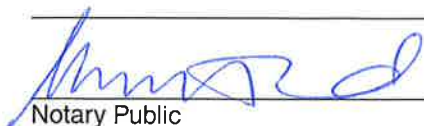
4. The Publisher's lowest classified rate paid by commercial users for comparable space, as determined pursuant to §331A.06, is as follows: 35.83.

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
09/22/2023


Notary Public

Public Notice

September 22, 2023

NOTICE OF PUBLIC HEARING CITY OF NORTH MANKATO COUNTY OF NICOLLET STATE OF MINNESOTA

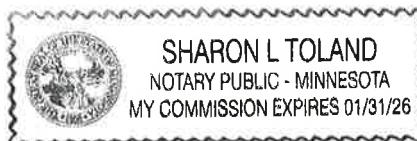
NOTICE IS HEREBY GIVEN that the City Council of the City of North Mankato, Minnesota, will hold a public hearing on Monday, October 2, 2023, at a meeting of the Council beginning at approximately 7:00 p.m. at the North Mankato Municipal Building, 1001 Belgrade Avenue, North Mankato, Minnesota, to consider amendments to Chapter 31.01 (C) (6), City Administrator. To view the complete ordinance, please contact the City Clerk.

All interested persons may appear at the public hearing and present their views orally or in writing.

Dated: This 18th day of September 2023.

BY ORDER OF THE NORTH
MANKATO CITY COUNCIL

April Van Genderen
City Clerk



NOTICE OF PUBLIC HEARING

**CITY OF NORTH MANKATO
COUNTY OF NICOLLET
STATE OF MINNESOTA**

NOTICE IS HEREBY GIVEN that the City Council of the City of North Mankato, Minnesota, will hold a public hearing on Monday, October 2, 2023, at a meeting of the Council beginning at approximately 7:00 p.m. at the North Mankato Municipal Building, 1001 Belgrade Avenue, North Mankato, Minnesota, to consider amendments to Chapter 31.01 (C) (6), City Administrator. To view the complete ordinance, please contact the City Clerk.

All interested persons may appear at the public hearing and present their views orally or in writing.

Dated: This 18th day of September 2023.

BY ORDER OF THE NORTH MANKATO CITY COUNCIL

/s/April Van Genderen
April Van Genderen
City Clerk

**ORDINANCE NO. 161
CITY OF NORTH MANKATO
NICOLLET COUNTY MINNESOTA**

**AN ORDINANCE REPEALING AND REPLACING SECTION 31.01 (C)(6) OF
THE NORTH MANKATO CITY CODE**

WHEREAS, the City Council of the City of North Mankato is the official governing body of the City of North Mankato, Minnesota ("the City"); and

WHEREAS, Section 31.01 of the North Mankato City Code establishes the position and powers of the position of City Administrator; and

WHEREAS, Section 31.01 (C) (6) of the North Mankato City Code establishes limits on the purchasing power of the City Administrator of the City of North Mankato without prior authorization of the City Council; and

WHEREAS, the City Council desires to change the limit of the authority, and

WHEREAS, the City Council, at its regular meeting on October 2, 2023, enacted Ordinance No. 161, repealing North Mankato City Code Section 31.01 (C) (6) and replacing that section with the new North Mankato City Code Section 31.01 (C) (6) regarding the authority of the City Administrator to make purchases.

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

SECTION 1. REPEAL. The Code of the City of North Mankato, County of Nicollet, State of Minnesota section:

North Mankato City Code Section 31.01 (C)(6): Make or let purchases and contracts when the amount thereof does not exceed \$150,000.00 and to receive estimates, sealed bids, purchases, or contracts in excess of \$150,000 and present them to the Council for official action:

Shall be repealed in its entirety.

SECTION 2. NEW CODE SECTION. Section 31.06 (C)(6) of the Code of the City of North Mankato, County of Nicollet, State of Minnesota, is replaced with the following:

North Mankato City Code Section 31.01 (C)(6)

- (i) Make or let purchases and contracts for claims that do not need council approval, including the payment of judgments; payment of principal or interest on obligations where the exact amounts have previously been fixed by contract; rent; fixed charges under a

- contract that was previously authorized by the City Council or wages that have been set by the Council or State law.
- (ii) Make or let purchases and contracts from imprest funds established by the City Council
 - (iii) Make or let purchases and contracts for claims under an amount the Council sets by resolution.
 - (iv) Receive estimates, quotations, sealed bids, purchases, or contracts in excess of the limit determined by the City Council by resolutions and then present them to the City Council for official action.

Effective date. This section becomes effective on the date of its publication or upon the publication of the summary of the Ordinance 161, Fourth Series as provided by M.S. Section 412-191 Sub 4 as may be amended from time to time, which meets the requirements of M.S. Section 331A.01 Sub 10 as it may be amended from time to time.

PASSED AND ADOPTED by the City Council of the City of North Mankato, this __ day of _____, 2023.

Scott Carlson, Mayor

ATTEST:

Kevin McCann, City Administrator



City of North Mankato, MN

Check Report

By Vendor Name

Date Range: 10/2/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK						
00002	4 SEASONS TRUCK WASH, INC.	10/02/2023	Regular	0	150.00	98060
00008	A+ SYSTEMS GROUP	10/02/2023	Regular	0	185.00	98061
00009	A-1 KEY CITY LOCKSMITHS, INC	10/02/2023	Regular	0	80.00	98062
00070	AMLAWN, INC.	10/02/2023	Regular	0	375.00	98063
00136	BENCHS	10/02/2023	Regular	0	240.00	98064
00255	CITY OF MANKATO	10/02/2023	Regular	0	640.99	98065
00297	CORPORATE GRAPHICS INTERNATIONAL	10/02/2023	Regular	0	10,377.82	98066
00364	DRUMMER'S GARDEN CENTER & FLORAL	10/02/2023	Regular	0	299.98	98067
00401	EXPRESS SERVICES, INC.	09/21/2023	Regular	0	287.40	98043
00401	EXPRESS SERVICES, INC.	10/02/2023	Regular	0	1,335.48	98068
04067	FAUGSTAD, KATELYN & JOEL	10/02/2023	Regular	0	49.21	98069
00409	FERGUSON ENTERPRISES, INC	09/15/2023	Regular	0	748.32	98041
00409	FERGUSON ENTERPRISES, INC	10/02/2023	Regular	0	9,370.62	98070
00432	FLEETPRIDE	10/02/2023	Regular	0	72.22	98071
04071	GOSTONCZIK, YVONNE	10/02/2023	Regular	0	1,100.00	98072
00508	GREEN TECH RECYCLING, LLC	10/02/2023	Regular	0	571.00	98073
04072	GROVE, GARY	10/02/2023	Regular	0	800.00	98074
03120	HOLMSETH, TESSA	10/02/2023	Regular	0	187.00	98075
00577	HOLTMEIER CONSTRUCTION	10/02/2023	Regular	0	1,094.93	98076
00595	HY-VEE, INC.	10/02/2023	Regular	0	90.86	98077
03665	KATO MANUFACTURING LLC	10/02/2023	Regular	0	421.92	98078
04066	L & L MECHANICAL	10/02/2023	Regular	0	240.00	98079
00746	LAW ENFORCEMENT LABOR SERVICES, INC.	09/22/2023	Regular	0	869.16	98045
00724	LEAGUE OF MINNESOTA CITIES INSURANCE TRU	10/02/2023	Regular	0	591.03	98080
04068	LIKE NU CLEANERS	10/02/2023	Regular	0	9.05	98081
00812	MANKATO BEARING COMPANY	10/02/2023	Regular	0	38.21	98082
00832	MANKATO TENT & AWNING CO.	10/02/2023	Regular	0	68.00	98083
00835	MANKATO WEST ACTIVITIES DEPT	09/26/2023	Regular	0	700.00	98052
00283	MINNESOTA DEPARTMENT OF TRANSPORTATION	10/02/2023	Regular	0	1,306.71	98084
00904	MINNESOTA STATE FIRE CHIEFS ASSOCIATION	10/02/2023	Regular	0	1,050.00	98085
02055	MINNESOTA/WISCONSIN PLAYGROUND	09/27/2023	Regular	0	120,022.13	98058
01037	NICOLLET COUNTY	09/27/2023	Regular	0	87,088.07	98056
01037	NICOLLET COUNTY	09/27/2023	Regular	0	21,498.45	98057
01037	NICOLLET COUNTY	10/02/2023	Regular	0	12,602.00	98086
01045	NIELSEN BLACKTOPPING	10/02/2023	Regular	0	87,053.43	98087
01066	NORTHLAND SECURITIES, INC.	10/02/2023	Regular	0	2,375.00	98088
01080	ORTHOPAEDIC & FRACTURE CLINIC PA	10/02/2023	Regular	0	832.50	98089
04004	PERFORMANCE FOODSERVICE - MARSHALL	10/02/2023	Regular	0	288.20	98091
03748	PERFORMANCE FOODSERVICE	10/02/2023	Regular	0	679.75	98090
01106	PETTY CASH	10/02/2023	Regular	0	70.37	98092
02512	PLAY IT AGAIN SPORTS	10/02/2023	Regular	0	1,507.50	98093
01133	POWERPLAN/RDO EQUIPMENT	10/02/2023	Regular	0	354.82	98094
04069	PROKORE	10/02/2023	Regular	0	2,557.20	98095
03149	RADEMAKER, CHAD	09/18/2023	Regular	0	660.00	98042
03149	RADEMAKER, CHAD	10/02/2023	Regular	0	712.00	98096
03630	RAIN KINGS BAND	09/27/2023	Regular	0	500.00	98059
01170	RAMY TURF PRODUCTS	10/02/2023	Regular	0	315.00	98097
03936	REBAR LEADERSHIP CORPORATION	10/02/2023	Regular	0	3,500.00	98098
03938	RICE COMPANIES, INC	10/02/2023	Regular	0	111,985.05	98099
04065	SAWYER'S DREAM	09/21/2023	Regular	0	600.00	98044
02070	SCHEELS	10/02/2023	Regular	0	204.00	98100
03794	SIR LINES-A-LOT, LLC	10/02/2023	Regular	0	5,549.52	98101
01349	STONE & STEEL DESIGN, LLC	10/02/2023	Regular	0	110.72	98102
04073	TINY MOBILE ROBOTS	10/02/2023	Regular	0	581.79	98103
04070	TRAVERSE DES SIOUX GARDEN CENTER	10/02/2023	Regular	0	7,500.00	98104
03307	VINNIES MINN. SNO PENTICO ICE & MFG	10/02/2023	Regular	0	176.00	98105
02112	WATER CONSERVATION SERVICES, INC.	10/02/2023	Regular	0	5,225.00	98106

01568	ZIEGLER, INC.	10/02/2023	Regular	0	1,374.45	98107
00101	AT&T MOBILITY	09/27/2023	Bank Draft	0	65.43	DFT0008501
00241	CHARTER COMMUNICATIONS	09/27/2023	Bank Draft	0	276.43	DFT0008502
00311	CULLIGAN (HEALTHY WATER SOLUTIONS LLC)	09/19/2023	Bank Draft	0	114.50	DFT0008503
00733	LAKES GAS CO #10	09/19/2023	Bank Draft	0	207.96	DFT0008505
00733	LAKES GAS CO #10	09/27/2023	Bank Draft	0	163.30	DFT0008507
00910	MINNESOTA VALLEY TESTING LAB, INC.	09/20/2023	Bank Draft	0	85.80	DFT0008508
00910	MINNESOTA VALLEY TESTING LAB, INC.	09/13/2023	Bank Draft	0	85.80	DFT0008509
00910	MINNESOTA VALLEY TESTING LAB, INC.	09/22/2023	Bank Draft	0	70.95	DFT0008510
00910	MINNESOTA VALLEY TESTING LAB, INC.	09/15/2023	Bank Draft	0	70.95	DFT0008511
01335	STAPLES ADVANTAGE	09/22/2023	Bank Draft	0	165.96	DFT0008512
01335	STAPLES ADVANTAGE	09/13/2023	Bank Draft	0	133.33	DFT0008513
03279	STERICYCLE INC	09/25/2023	Bank Draft	0	28.94	DFT0008514
01470	VERIZON WIRELESS	09/19/2023	Bank Draft	0	1,170.28	DFT0008515
01525	WEST CENTRAL SANITATION, INC.	09/27/2023	Bank Draft	0	3,855.36	DFT0008516
00551	A.H. HERMEL COMPANY	10/04/2023	EFT	0	1,306.97	6777
00028	AFFORDABLE TOWING OF MANKATO, INC.	10/04/2023	EFT	0	512.00	6778
01090	AMERICAN SOLUTIONS FOR BUSINESS	10/04/2023	EFT	0	5,160.30	6779
00105	AUTO VALUE MANKATO	10/04/2023	EFT	0	133.89	6780
00123	BATTERIES+BULBS	10/04/2023	EFT	0	78.00	6781
03745	BIEVER, DAN	09/20/2023	EFT	0	810.00	6769
00172	BOHRER, TOM	10/04/2023	EFT	0	479.99	6782
00216	C & S SUPPLY CO, INC.	10/04/2023	EFT	0	507.68	6783
02757	CINTAS	10/04/2023	EFT	0	230.32	6784
03886	CLOUDPERMIT INC	10/04/2023	EFT	0	1,500.00	6785
02706	CORE & MAIN LP	10/04/2023	EFT	0	2,668.03	6786
00322	DALCO	10/04/2023	EFT	0	548.47	6787
02275	DEM-CON MATERIALS & RECOVERY	10/04/2023	EFT	0	5,421.30	6788
00373	ECKERT, LELAND	09/20/2023	EFT	0	510.00	6770
03338	FISCHENICH, WILLIAM	09/20/2023	EFT	0	270.00	6771
01098	GILLETTE GROUP/PEPSI-COLA	10/04/2023	EFT	0	685.00	6789
00482	GMS INDUSTRIAL SUPPLIES, INC.	10/04/2023	EFT	0	101.00	6790
00538	HAWKINS, INC.	10/04/2023	EFT	0	6,840.80	6791
03750	HERWIG, NICHOLAS	10/04/2023	EFT	0	600.00	6792
00743	LARKSTUR ENGINEERING & SUPPLY, INC.	10/04/2023	EFT	0	37.38	6793
00776	LLOYD LUMBER CO.	10/04/2023	EFT	0	268.26	6794
00793	M & M SIGNS, INC.	10/04/2023	EFT	0	288.00	6795
00796	MACQUEEN EQUIPMENT, INC.	10/04/2023	EFT	0	226.56	6796
00874	MENARDS-MANKATO	10/04/2023	EFT	0	354.14	6797
00902	MINNESOTA IRON & METAL CO	10/04/2023	EFT	0	16.50	6798
00997	MTI DISTRIBUTING CO	10/04/2023	EFT	0	1,395.17	6799
01052	NORTH CENTRAL INTERNATIONAL	10/04/2023	EFT	0	7,718.92	6800
03020	NUTRIEN AG SOLUTIONS, INC.	10/04/2023	EFT	0	1,342.69	6801
02245	ONSITE	10/04/2023	EFT	0	510.99	6802
02005	PANTHEON COMPUTERS	10/04/2023	EFT	0	8,508.37	6803
03141	PIPES, ROGER	09/20/2023	EFT	0	1,620.00	6772
01402	POMPS TIRE	10/04/2023	EFT	0	31.80	6804
01211	RIVER BEND BUSINESS PRODUCTS	10/04/2023	EFT	0	163.07	6805
03971	RIVER BEND LEASING	10/04/2023	EFT	0	258.33	6806
01281	SIGN PRO	10/04/2023	EFT	0	345.00	6807
01396	THURSTON, KEVIN	09/20/2023	EFT	0	630.00	6773
01411	TOSTENSON, PHILLIP	09/20/2023	EFT	0	150.00	6774
03191	US SOLAR	10/04/2023	EFT	0	5,966.01	6808
03140	VELDHUISEN, ROSE	09/20/2023	EFT	0	360.00	6775
01478	VIKING FIRE & SAFETY LLC	10/04/2023	EFT	0	496.84	6809
03442	WASMUND, LARRY	10/04/2023	EFT	0	3,607.50	6810
03328	WOLLENZIEN, RICK	09/20/2023	EFT	0	330.00	6776
00234	CENTER POINT ENERGY	09/27/2023	Bank Draft	0	1,053.26	DFT0008487
01477	VIKING ELECTRIC SUPPLY, INC.	09/19/2023	Bank Draft	0	335.41	DFT0008491
01477	VIKING ELECTRIC SUPPLY, INC.	09/27/2023	Bank Draft	0	1,072.69	DFT0008495
					581,218.49	117

Authorization Signatures

All Council

The above manual and regular claims lists for 10/2/2023 are approved by:

SCOTT CARLSON- MAYOR

SANDRA OACHS- COUNCIL MEMBER

JAMES WHITLOCK- COUNCIL MEMBER

WILLIAM STEINER- COUNCIL MEMBER

MATT PETERSON- COUNCIL MEMBER

RESOLUTION APPROVING DONATIONS/CONTRIBUTIONS/GRANTS

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

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

Donor	Restriction	Amount
Bill and Shanda Walters	2-4X8 Pavers	\$100.00
Doug Drill	12X12 Paver	\$95.00
Lori Hume	Book Donation	\$50.00
O2 LLC	Fire Donation	\$500.00
O2 LLC	Police Donation	\$500.00
Patrick & Mary O'Brien	Book Donation	\$200.00
Mary Langley	Book Donation	\$100.00
Mary Upson	Book Donation	\$25.00
Kevin and Sandra O'Brien	Book Donation	\$120.00
Denise and Gary Rosin	Book Donation	\$30.00
Dieter and Beth Berninger	Book Donation	\$50.00
Total		\$1,770.00

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

Mayor

City Clerk

RESOLUTION DECLARING SURPLUS VEHICLES AND EQUIPMENT

WHEREAS, the City of North Mankato owns the following vehicles and equipment; and

1996 Chevy GM4	VIN: 1GCGK29R8TE234495	Mileage: 145,722
1998 Ford	VIN: 1FDYX86E7WVA40650	Mileage: 181,907
2003 Ford F250	VIN: 1FTNX20L33EC82794	Mileage: 186,890

WHEREAS, these vehicles are owned by the City.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, that the aforementioned vehicles and equipment be declared surplus and that the sale of said vehicles and equipment is hereby authorized.

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

Mayor

ATTEST:

City Clerk

CITY OF NORTH MANKATO
REQUEST FOR COUNCIL ACTION



Agenda Item # 12A

Dept: City Attorney

Council Meeting Date: 10/2/23

TITLE OF ISSUE: Consider Ordinance No. 162, An Ordinance Amending City Code Title XI Business Regulations and Establishing Chapter 114.1 Cannabis and Marijuana Smoking.

BACKGROUND AND SUPPLEMENTAL INFORMATION: Attorney Kennedy will review the proposed Ordinance.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Adopt Ordinance No. 162, An Ordinance Amending City Code Title XI Business Regulations and Establishing Chapter 114.1 Cannabis and Marijuana Smoking.

For Clerk's Use:

Motion By: _____

Second By: _____

Vote Record:

Aye Nay

_____	_____	Steiner
_____	_____	Peterson
_____	_____	Oachs
_____	_____	Whitlock
_____	_____	Carlson

SUPPORTING DOCUMENTS ATTACHED

Resolution Ordinance Contract Minutes Map

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Other (specify) _____

☐ Workshop

☒ Regular Meeting

☐ Special Meeting

☐

Refer to: _____

☐

Table until: _____

☐

Other: _____

**ORDINANCE NO. 162
CITY OF NORTH MANKATO
NICOLLET COUNTY MINNESOTA**

AN ORDINANCE AMENDING THE NORTH MANKATO CITY CODE

WHEREAS, the City Council of the City of North Mankato is the official governing body of the City of North Mankato, Minnesota ("the City"); and

WHEREAS, the State of Minnesota has legalized the use of cannabinoids, including the use by smoking and vaping; and

WHEREAS, the City Council, at its regular meeting of on October 2, 2023, enacted Ordinance No. 162.

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

Chapter 114.1 Cannabis and Marijuana Smoking The Code for the City of North Mankato shall be amended as follows:

Prohibited Activities: No person shall smoke, vape, or ingest by smoking or vaping any cannabinoid or product derived from marijuana or hemp in any of the following locations:

- (1) Anywhere smoking is prohibited by the Minnesota Clean Indoor Air Act;
- (2) Inside any transit shelter;
- (3) In any City Park other than Benson Park, Bluff Park, Wheeler Park, or Spring Lake Park;

In Benson Park, Bluff Park, Wheeler Park, or Spring Lake Park, smoking, vaping, or ingesting by smoking or vaping any cannabinoid shall be allowed only in designated smoking areas or as part of a properly permitted festival. In no case shall a person smoke, vape, or ingest by smoking or vaping any cannabinoid in the presence of a minor.

Effective date. This section becomes effective on the date of its publication or upon the publication of the Ordinance.

PASSED AND ADOPTED by the City Council of the City of North Mankato, this __ day
of _____, 2023.

Scott Carlson, Mayor

ATTEST:

City Clerk

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 12B	Dept: City Attorney	Council Meeting Date: 10/2/23																												
TITLE OF ISSUE: Consider Ordinance No. 161, An Ordinance Repealing and Replacing Section 31.01 (C) (6) of the North Mankato City Code.																														
BACKGROUND AND SUPPLEMENTAL INFORMATION: Attorney Kennedy will review the proposed Ordinance.																														
<i>If additional space is required, attach a separate sheet</i>																														
REQUESTED COUNCIL ACTION: Adopt Ordinance No. 161, An Ordinance Repealing and Replacing Section 31.01 (C) (6) of the North Mankato City Code.																														
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Peterson</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Oachs</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Whitlock</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Carlson</td> </tr> </table>	Aye	Nay		_____	_____	Steiner	_____	_____	Peterson	_____	_____	Oachs	_____	_____	Whitlock	_____	_____	Carlson	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) _____ _____ _____ _____ _____		Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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**ORDINANCE NO. 161
CITY OF NORTH MANKATO
NICOLLET COUNTY MINNESOTA**

**AN ORDINANCE REPEALING AND REPLACING SECTION 31.01 (C)(6) OF
THE NORTH MANKATO CITY CODE**

WHEREAS, the City Council of the City of North Mankato is the official governing body of the City of North Mankato, Minnesota ("the City"); and

WHEREAS, Section 31.01 of the North Mankato City Code establishes the position and powers of the position of City Administrator; and

WHEREAS, Section 31.01 (C) (6) of the North Mankato City Code establishes limits on the purchasing power of the City Administrator of the City of North Mankato without prior authorization of the City Council; and

WHEREAS, the City Council desires to change the limit of the authority, and

WHEREAS, the City Council, at its regular meeting on October 2, 2023, enacted Ordinance No. 161, repealing North Mankato City Code Section 31.01 (C) (6) and replacing that section with the new North Mankato City Code Section 31.01 (C) (6) regarding the authority of the City Administrator to make purchases.

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

SECTION 1. REPEAL. The Code of the City of North Mankato, County of Nicollet, State of Minnesota section:

North Mankato City Code Section 31.01 (C)(6): Make or let purchases and contracts when the amount thereof does not exceed \$150,000.00 and to receive estimates, sealed bids, purchases, or contracts in excess of \$150,000 and present them to the Council for official action:

Shall be repealed in its entirety.

SECTION 2. NEW CODE SECTION. Section 31.06 (C)(6) of the Code of the City of North Mankato, County of Nicollet, State of Minnesota, is replaced with the following:

North Mankato City Code Section 31.01 (C)(6)

- (i) Make or let purchases and contracts for claims that do not need council approval, including the payment of judgments; payment of principal or interest on obligations where the exact amounts have previously been fixed by contract; rent; fixed charges under a

- contract that was previously authorized by the City Council or wages that have been set by the Council or State law.
- (ii) Make or let purchases and contracts from imprest funds established by the City Council
 - (iii) Make or let purchases and contracts for claims under an amount the Council sets by resolution.
 - (iv) Receive estimates, quotations, sealed bids, purchases, or contracts in excess of the limit determined by the City Council by resolutions and then present them to the City Council for official action.

Effective date. This section becomes effective on the date of its publication or upon the publication of the summary of the Ordinance 161, Fourth Series as provided by M.S. Section 412-191 Sub 4 as may be amended from time to time, which meets the requirements of M.S. Section 331A.01 Sub 10 as it may be amended from time to time.

PASSED AND ADOPTED by the City Council of the City of North Mankato, this __ day of _____, 2023.

Scott Carlson, Mayor

ATTEST:

Kevin McCann, City Administrator

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 12C	Dept: Administration	Council Meeting Date: 10/2/23																												
TITLE OF ISSUE: Consider Resolution Establishing City Administrator Contract Authority.																														
BACKGROUND AND SUPPLEMENTAL INFORMATION: Administrator McCann will review the proposed resolution.																														
<i>If additional space is required, attach a separate sheet</i>																														
REQUESTED COUNCIL ACTION: Adopt Resolution Establishing City Administrator Contract Authority.																														
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Peterson</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Oachs</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Whitlock</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Carlson</td> </tr> </table>	Aye	Nay		_____	_____	Steiner	_____	_____	Peterson	_____	_____	Oachs	_____	_____	Whitlock	_____	_____	Carlson	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) _____ _____ _____ _____ _____		Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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RESOLUTION ESTABLISHING CITY ADMINISTRATOR CONTRACT AUTHORITY

WHEREAS, Minnesota Statute 412.271 regulates the manner in which cities must pay claims and that it specifically allows for a City Council to delegate the authority to pay certain claims to a City Administrative Officer; and

WHEREAS, the City Council finds that it would be beneficial for the effective governance of the city, if this authority was delegated to the City Administrator in regard to the payment of some claims; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, the following:

1. That the Council authorizes the City Administrator to make or let purchases and contracts when the amount of the contract does not exceed \$_____; and
2. The City Administrator shall list with the amount and reason for any such expenditure in the consent agenda for the Council; and
3. Any claim in excess of this amount the City Administrator is authorized to receive estimates, quotations, sealed bids, purchase agreements, or contracts and present them to the City Council for approval.

Adopted by the City Council this ____ day of _____, 2023.

Mayor

ATTEST:

City Clerk

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 12D	Dept: Administration	Council Meeting Date: 10/2/23																												
TITLE OF ISSUE: Consider Agreement Between the City of North Mankato and the City of Mankato for Transit Services.																														
BACKGROUND AND SUPPLEMENTAL INFORMATION: Administrator McCann will review the proposed agreement.																														
<i>If additional space is required, attach a separate sheet</i>																														
REQUESTED COUNCIL ACTION: Adopt Agreement Between the City of North Mankato and the City of Mankato for Transit Services.																														
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Peterson</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Oachs</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Whitlock</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Carlson</td> </tr> </table>	Aye	Nay		_____	_____	Steiner	_____	_____	Peterson	_____	_____	Oachs	_____	_____	Whitlock	_____	_____	Carlson	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) _____ _____ _____ _____ _____		Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Agreement Between the City of North Mankato and the City of Mankato for Transit Services

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WHEREAS, the City of North Mankato desires public transit services to be provided through a combination of fixed route, flex route, and ADA complementary paratransit throughout the community; and

WHEREAS, The City of North Mankato desires for the fixed route service to be provided during those peak hours that warrant this type of service (insert service standards here), and

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WHEREAS, The city of North Mankato desires flex route service to be provided as a third origin-to-destination, curb-to-curb transportation option, during the days/hours identified, and

WHEREAS, the term of this agreement shall be January 1, to December 31, 2024; and

WHEREAS, the conditions of payment shall be stated below;

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

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Section 5. Net Operating Costs: Net operating costs per hour is defined as gross operating expenses less the amount received in revenue from federal and state grant sources, advertising revenue, and fare collection revenue, which is then divided by the total transit system operating hours. For 2024, the net operating cost is estimated at \$25.36 per operating hour. In the terms of this agreement, North Mankato requests 3,187.5 revenue hours (Fixed Route and Demand Response) and this represents an estimated cost to North Mankato of \$80,835. The amount represented in this Section is estimated and is dependent on actual revenue received and hours utilized.

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

Paratransit services are reflected in the net operating costs and North Mankato will not be billed separately for Paratransit.

Section 6: Capital Replacement Costs: The annual capital replacement cost is divided by the total transit system revenue hours to develop a cost per hour. All Mankato Transit System service agreements contribute to the capital replacement account for transit vehicles and transit facilities on a per revenue hour basis. For 2024, the capital replacement cost is \$15.17 per revenue hour. North Mankato requests 3,187.5 revenue hours therefore contributing \$48,354.38 to capital replacement.

Section 7: Special Operations Funding Assumptions: In the event of a projected funding shortfall from federal or state sources in 2024, that would otherwise require additional local subsidy from the City of North Mankato, the City of Mankato reserves the right to curtail service hours within the City of North Mankato to maintain a balanced budget. Mankato Transit System agrees to reduce the service hours within 30-days of notice from the City of North Mankato. It is the operator's responsibility to ensure that any planned service reductions comply with all applicable federal, state, and local public comment policy requirements.

Section 8: Advertising: The City of Mankato and the City of North Mankato recognize advertising is one form of revenue that reduces the public share of transit operating expenses. All advertising revenue, regardless of source or location is combined to reduce the total operating cost per hour and provided as a detailed listing and shown as a credit on the annual transit invoice. The City of Mankato may place advertising on transit vehicles used in the City of North Mankato. Advertising in the City of North Mankato public right of way (e.g., shelters or benches) requires the approval jointly by the City of North Mankato and the City of Mankato.

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Section 10: Future Agreements: The City of North Mankato will advise the City of Mankato of their projected intentions by March 30 to allow forecasting, budgeting, and new service grant development. The City of North Mankato will notify the City of Mankato, in writing, by June 30 in the year prior, of the intention to cancel any of the transit services provided.

Section 11: NOTICES. Any notices permitted or required by this Agreement shall be deemed given when personally delivered or upon deposit in the United States

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

mail, first class and postage fully prepaid, and addressed to the addresses below, or at such other address as either party may provide to the other by notice given in accordance with this provision.

Susan MH Arntz
City Manager
Intergovernmental Center
10 Civic Center Plaza
Post Office Box 3368
Mankato, MN, 56002-3368

Section 12: **INDEMNIFICATION.** The parties agree to defend, indemnify and hold one another harmless from and against any and all liability, loss, expense, attorneys' fees, or claims for injury or damages arising from the performance of this agreement, but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of the indemnifying party, its officers, directors, employees, agents or contractors. Both cities' obligation to indemnify shall be limited to the limits and provisions on municipal liability set forth in Minnesota Statutes Chapter 466.

Section 13: MISCELLANEOUS PROVISIONS.

A. Entire Agreement. This Agreement shall constitute the entire agreement between the City of Mankato and the City of North Mankato and supersedes any other written or oral agreements between the City of Mankato and the City of North Mankato. This Agreement can only be modified in writing signed by the City of Mankato and the City of North Mankato.

B. Data Practices Act Compliance. Data provided, produced or obtained under this Agreement shall be administered in accordance with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13. The City of North Mankato will immediately report to the City of Mankato any requests from third parties for information relating to this Agreement.

C. Audit. Both the City of Mankato and the City of North Mankato must allow the other, or either of their duly authorized agents, and the state auditor or legislative auditor reasonable access to their respective books, records, documents, and accounting procedures and practices that are pertinent to all Services provided under this Agreement for a minimum of six years from the termination of this Agreement.

D. Choice of Law and Venue. This Agreement shall be governed by and construed in accordance with the laws of Minnesota. Any disputes, controversies, or claims arising under this Agreement shall be heard in the state or federal courts of Minnesota and the parties waive any objections to jurisdiction.

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

E. No Assignment. This Agreement may not be assigned by either party without the written consent of the other party.

F. No Discrimination. The City of Mankato and City of North Mankato agree not to discriminate in providing products and services under this Agreement on the basis of race, color, sex, creed, national origin, disability, age, sexual orientation, status with regard to public assistance, or religion.

G. Severability. The provisions of this Agreement are severable. If any portion of this Agreement is, for any reason, held by a court of competent jurisdiction to be contrary to law, such decision will not affect the remaining provisions of the Agreement.

H. Waiver. Any waiver by either party of a breach of any provision of this Agreement will not affect, in any respect, the validity of the remainder of this Agreement.

I. Headings. The headings contained in this Agreement have been inserted for convenience of reference only and shall in no way define, limit, or affect the scope and intent of this Agreement.

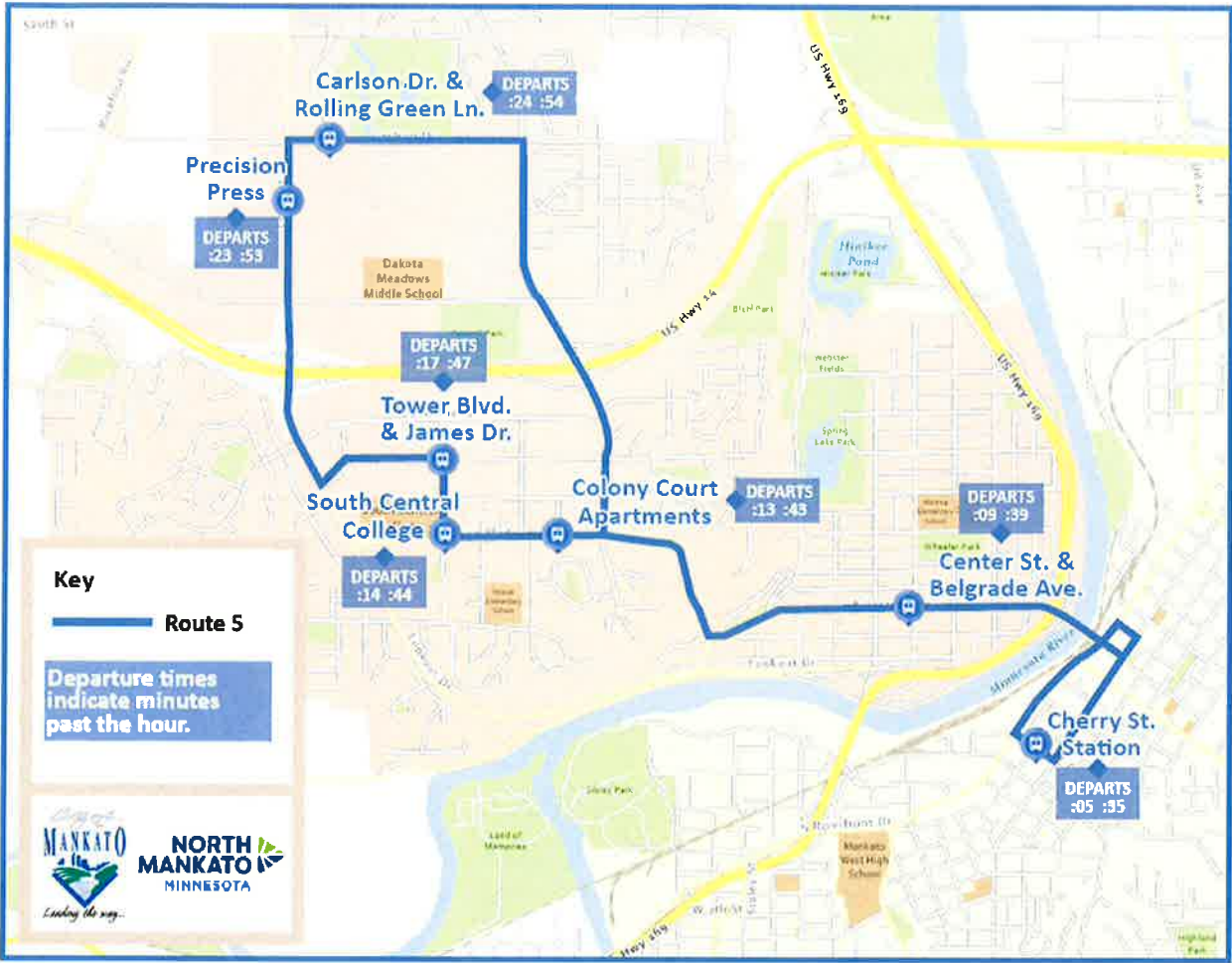
Kevin McCann
City Administrator
North Mankato, MN

Susan MH Arntz
City Manager
Mankato, MN

Attachments:

- A – Route 5 Map
- B – Historical Cost Summary
- C – Service Cost Summary
- D - 2023 Ridership Figures

Attachment A – Route 5 Map



Attachment B: Historical Cost Summary

<u>Year</u>	<u>Annual Amount</u>	<u>Hours of Service</u>
2015 Transit Services	\$74,550	1536.0
2016 Transit Services	\$68,773	1533.0
2017 Transit Services	\$55,378	1530.0
2018 Transit Services	\$53,350	1966.5
2019 Transit Services and New Service Expansion	\$27,265 ²	2805.0
2020 Transit Services	\$27,902 ³	2827.0
2021 Transit Services est.	\$18,890 ⁴	2698.5
2022 Transit Services with New Service Expansion	\$80,668.16	3200.0
2023 Transit Services	\$125,920	3200.0
2024 Transit Services	\$129,189	3,187.5
<i>2025 Transit Services (Planning use)</i>	<i>\$142,226</i>	<i>3,187.5</i>

² New service expansion through June 30, 2019, and a 10% increase in funding from the State.

³ CARES Act funded the remaining share of operational costs (February 1 – December 2020)

⁴ CARES Act funded the remaining share of operational costs (January – December 2021)

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

Attachment C: Service Cost Summary

2024 North Mankato Estimated Budget

Operating Cost Per Hour \$25.36
Capital Replacement Cost \$15.17
Total Cost Per Revenue Hour \$40.53

2024 North Mankato	Hours per day	Days of Service	Hours per year	Cost Per Year
<i>*Route 5 – Fixed Route</i>	4.5	255	1147.5	\$46,508.18
<i>Kato Flex - Demand Response</i>	8.0	255	2040	\$82,681.20
<i>Estimated Budget</i>	12.5	255	3,187.5	\$129,189.38

*Includes Paratransit Service

2025 North Mankato Estimated Budget

Operating Cost Per Hour \$28.64
Capital Replacement Cost \$15.97
Total Cost Per Revenue Hour \$44.62

2025 North Mankato	Hours per day	Days of Service	Hours per year	Cost Per Year
<i>*Route 5 – Fixed Route</i>	4.5	255	1147.5	\$51,201.45
<i>Kato Flex - Demand Response</i>	8.0	255	2040	\$91,024.80
<i>Estimated Budget</i>	12.5	255	3,187.5	\$142,226.29

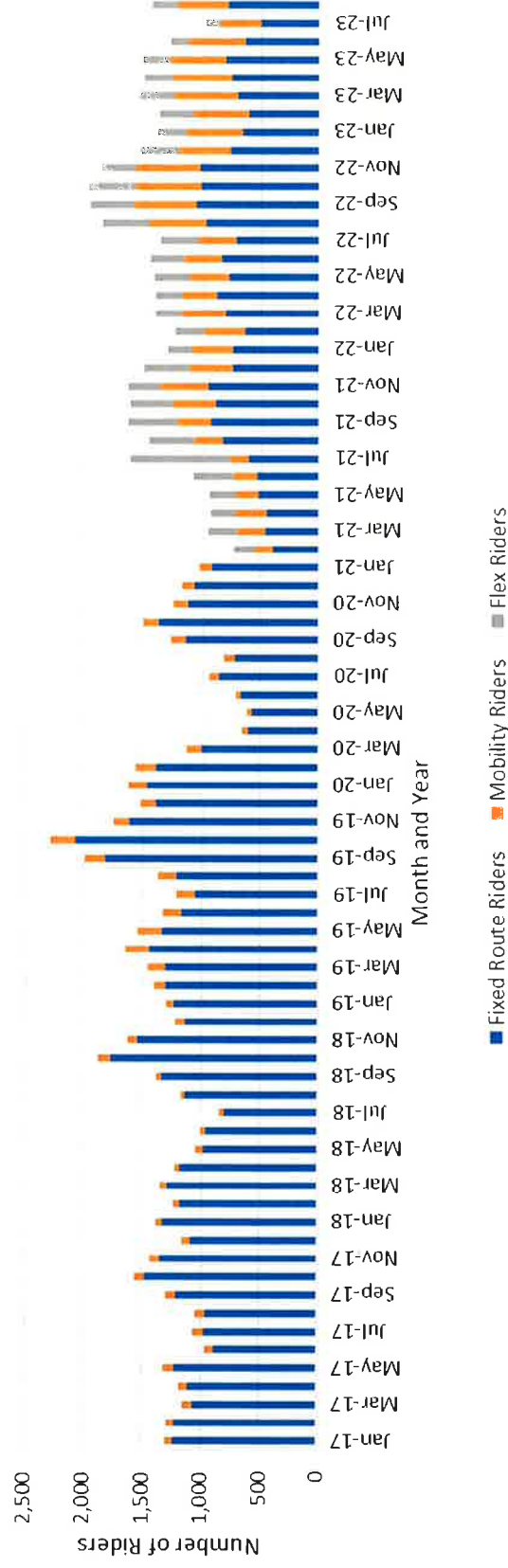
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Agreement Between the City of North Mankato and the City of Mankato for Transit Services

Attachment D – 2023 Ridership Figures

	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Totals
Fixed Route (Route 5)													
Ridership	660	607	706	751	803	644	498	783					5,452
Route Hours	99	85.5	103.5	90.00	99.00	99.00	90.00	103.50					769.50
Rides per Hour	6.67	7.10	6.82	8.34	8.11	6.51	5.53	7.57					7.09
Paratransit/Mobility													
Ridership	487	473	540	504	475	476	357	430					3,742
Hours	243.5	236.5	270	252	237.5	238	178.5	215					1871
Rides per Hour	2	2	2	2	2	2	2	2					2
Demand Response (Kato Flex and Kato Flex 2)													
Ridership	252	298	296	247	246	162	132	225					1858
Hours	176	154.5	185	160	176	176	160	184					1371.5
Rides per Hour	1.43	1.93	1.60	1.54	1.40	0.92	0.83	1.22					1.35

North Mankato Transit Monthly Ridership



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

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Susan MH Arntz
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Mankato, MN, 56002-3368

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

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F. No Discrimination. The City of Mankato and City of North Mankato agree not to discriminate in providing products and services under this Agreement on the basis of race, color, sex, creed, national origin, disability, age, sexual orientation, status with regard to public assistance, or religion.

G. Severability. The provisions of this Agreement are severable. If any portion of this Agreement is, for any reason, held by a court of competent jurisdiction to be contrary to law, such decision will not affect the remaining provisions of the Agreement.

H. Waiver. Any waiver by either party of a breach of any provision of this Agreement will not affect, in any respect, the validity of the remainder of this Agreement.

I. Headings. The headings contained in this Agreement have been inserted for convenience of reference only and shall in no way define, limit, or affect the scope and intent of this Agreement.

Kevin McCann
City Administrator
North Mankato, MN

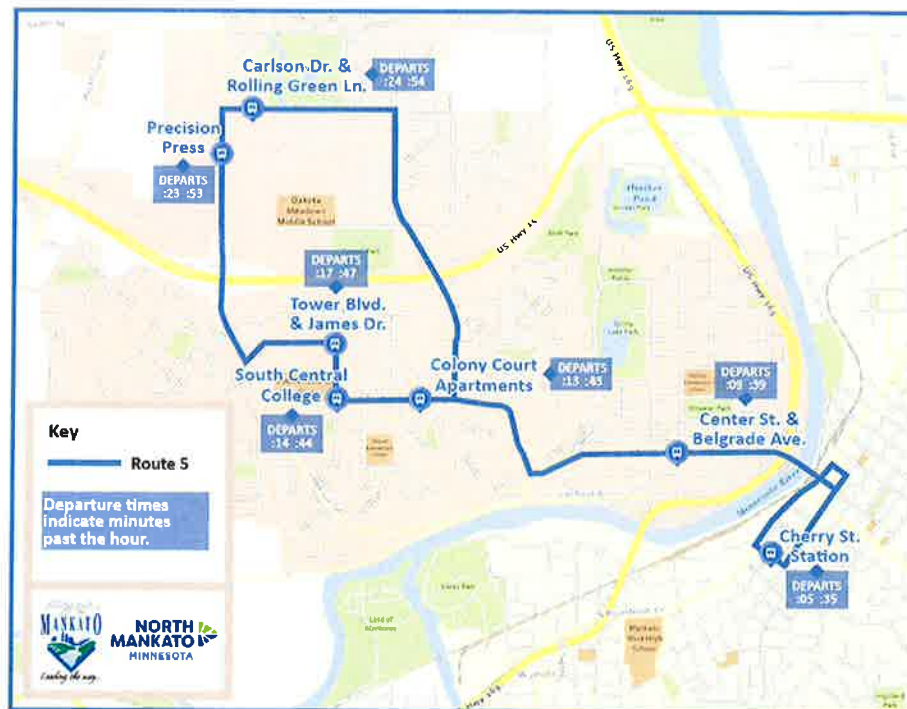
Susan MH Arntz
City Manager
Mankato, MN

Attachments:

- A – Route 5 Map
- B – Historical Cost Summary
- C – Service Cost Summary
- D - ~~2022~~2023 Ridership Figures

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

Attachment A – Route 5 Map



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

Attachment B: Historical Cost Summary

<u>Year</u>	<u>Annual Amount</u>	<u>Hours of Service</u>
2015 Transit Services	\$74,550	1536.0
2016 Transit Services	\$68,773	1533.0
2017 Transit Services	\$55,378	1530.0
2018 Transit Services	\$53,350	1966.5
2019 Transit Services and New Service Expansion	\$27,265 ²	2805.0
2020 Transit Services	\$27,902 ³	2827.0
2021 Transit Services est.	\$18,890 ⁴	2698.5
2022 Transit Services with New Service Expansion	\$80,668.16	3200.0
2023 Transit Services	\$125,920	3200.0
2024 Transit Services (Planning use)		\$129,696129,189
		3200.03,187.5
2025 Transit Services (Planning use)	\$142,226	3,187.5

² New service expansion through June 30, 2019, and a 10% increase in funding from the State.

³ CARES Act funded the remaining share of operational costs (February 1 – December 2020)

⁴ CARES Act funded the remaining share of operational costs (January – December 2021)

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

Attachment C: Service Cost Summary

2023 North Mankato Estimated Budget

Operating Cost Per Hour \$24.62
 Capital Replacement Cost \$14.73
 Total Cost Per Revenue Hour \$39.35

2023 North Mankato	Hours per day	Days of Service	Hours per year	Cost Per Year
*Route 5 — Fixed Route	4.5	256	1152	\$45,331.20
Kato Flex — Demand Response	8.0	256	2048	\$80,588.80
Estimated Budget	12.5	256	3200	\$125,920.00

*Includes Paratransit Service

2024 North Mankato Estimated Budget

Operating Cost Per Hour \$25.36
 Capital Replacement Cost \$15.17
 Total Cost Per Revenue Hour \$40.53

2024 North Mankato	Hours per day	Days of Service	Hours per year	Cost Per Year
*Route 5 — Fixed Route	4.5	256255	1152114 7.5	\$46,690.5646 ,508.18
Kato Flex - Demand Response	8.0	256255	2048204 0	\$83,005.4482 ,681.20
Estimated Budget	12.5	256255	32003,1 87.5	\$129,696.001 29,189.38

*Includes Paratransit Service

2025 North Mankato Estimated Budget

Operating Cost Per Hour \$28.64
 Capital Replacement Cost \$15.97
 Total Cost Per Revenue Hour \$44.62

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

<u>2025</u> <u>North Mankato</u>	<u>Hours</u> <u>per day</u>	<u>Days of</u> <u>Service</u>	<u>Hours</u> <u>per year</u>	<u>Cost Per</u> <u>Year</u>
<u>*Route 5 – Fixed Route</u>	<u>4.5</u>	<u>255</u>	<u>1147.5</u>	<u>\$51,201.45</u>
<u>Kato Flex - Demand Response</u>	<u>8.0</u>	<u>255</u>	<u>2040</u>	<u>\$91,024.80</u>
<u>Estimated Budget</u>	<u>12.5</u>	<u>255</u>	<u>3,187.5</u>	<u>\$142,226.29</u>

*Includes Paratransit Service

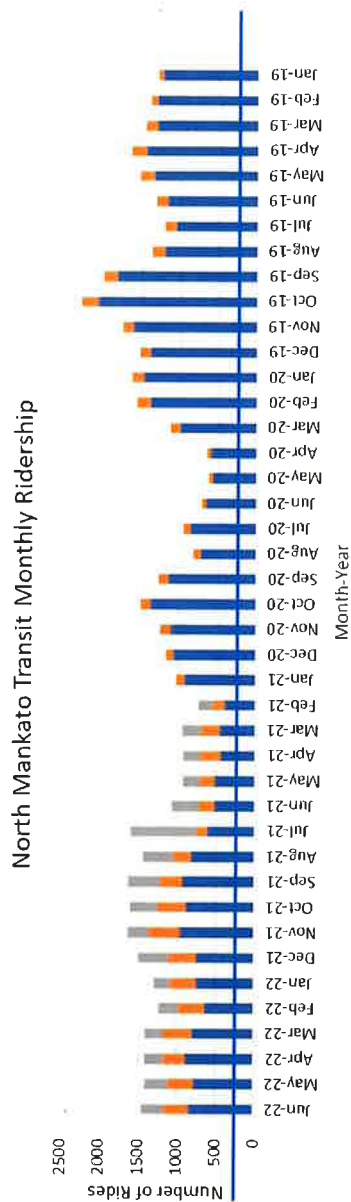
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Agreement Between the City of North Mankato and the City of Mankato for Transit Services

Attachment D—2022 Ridership Figures

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
Fixed Route (Route 5)													
—Ridership	747	637	803	885	772	837							4,681
—Route Hours	94.50	90.00	103.50	94.50	94.50	99							576
—Rides per Hour	7.90	7.07	7.75	9.37	8.17	8.45							8.13
Paratransit/Mobility													
—Ridership	340	344	385	293	340	329							2031
—Hours	170	172	192.5	146.5	170	164.5							1015.5
—Rides per Hour	2.00	2.00	2.00	2.00	2.00	2.00							2.00
Demand Response (Kato Flex)													
—Ridership	217	254	223	230	300	280							1287
—Hours	126	121	139	127	160	178							851
—Rides per Hour	1.72	2.10	1.60	1.81	1.86	1.57							1.51

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



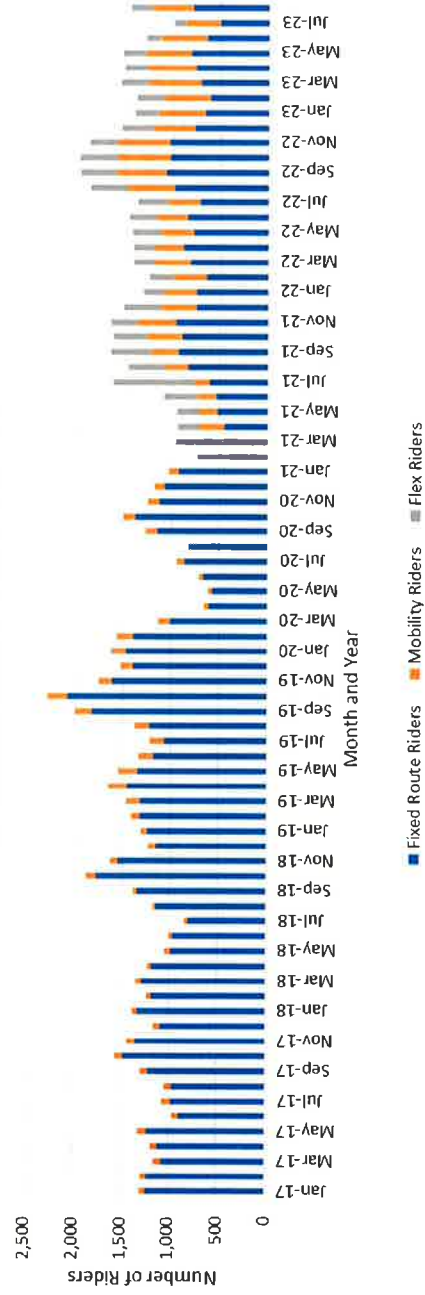
[Attachment](#)

[D - 2023 Ridership Figures](#)

	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Totals
Fixed Route (Route 5)													
Ridership	660	607	706	751	803	644	498	783					5,452
Route Hours	99	85.5	103.5	90.00	99.00	99.00	90.00	103.50					769.50
Rides per Hour	6.67	7.10	6.82	8.34	8.11	6.51	5.53	7.57					7.09
Paratransit/Mobility													
Ridership	487	473	540	504	475	476	357	430					3,742
Hours	243.5	236.5	270	252	237.5	238	178.5	215					1871
Rides per Hour	2	2	2	2	2	2	2	2					2
Demand Response (Kato Flex and Kato Flex 2)													
Ridership	252	298	296	247	246	162	132	225					1858
Hours	176	154.5	185	160	176	176	160	184					1371.5
Rides per Hour	1.43	1.93	1.60	1.54	1.40	0.92	0.83	1.22					1.35

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

North Mankato Transit Monthly Ridership



Mankato receives \$700K boost for city bus service

By Mark Fischenich

mfischenich@mankatofreepress.com

MANKATO — Mankato's city bus system, including the paratransit program for riders with disabilities, is in line for more than \$700,000 in savings thanks to a special appropriation for outstate Minnesota transit systems approved by the Minnesota Legislature earlier this year.

The two-year program aims to provide some relief for the steep inflation in the cost of fuel and new buses in the previous two years.

Average Minnesotans noticed the sting of gas prices and the soaring cost of new and used cars during the post-pandemic economic recovery. For someone attempting to keep numerous buses fueled up and replace aging buses, the issues were particularly magnified.

"Here are a couple of examples for you," said Shawn Schloesser, transit supervisor for the city of Mankato.

The average monthly cost of fuel for the Mankato Transit System's buses was under \$16,283 in 2021. It jumped to \$27,294 per month in 2022 and was still above \$22,400 this year.

The cost of buses skyrocketed over the same period.

"Large model bus prices increased from \$530,000 to \$688,000 for replacement buses," Schloesser said. "Smaller model bus prices increased from \$167,000 to \$263,000 for replacement buses."

In addition, supply chain issues delayed the delivery of new buses that were slated to arrive in 2020, 2021 and 2022 until this year, which drove up the transit system's maintenance costs as it worked to keep the aging fleet on the road.

The state's response, part of the transportation funding bill signed by Gov. Tim Walz on May 24, was to reduce local shares of transit operational costs while boosting the percentage paid from federal and state sources. The required local share dropped from 20% for traditional fixed route buses and 15% for paratransit service to 5% for each.

For capital purchases, which primarily involve the cost of replacement buses, the local share is temporarily dropping from 20% to 10%.

Over two years, starting in July of this year and ending on June 30, 2025, the discounted local share is expected to save Mankato \$716,115.

Because the savings are essentially targeted at making up for the inflationary costs, the impact on transit service will be minimal. But the reduced local shares also mean the city won't be feeling as much financial pressure to reduce service or increase local revenue sources, which come from fares paid by riders, from a \$415,000 transit property tax levy, from advertising sold on buses and from contracts to provide bus service for North Mankato and Minnesota State University.

 SHARE    ...

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CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 12E	Dept: City Engineer	Council Meeting Date: 10/2/23
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TITLE OF ISSUE: Consider Resolution Awarding Bid for the 2023 Sanitary Sewer Relining Project.

BACKGROUND AND SUPPLEMENTAL INFORMATION: City Engineer Sarff will review the proposed project.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Adopt Resolution Awarding Bid for the 2023 Sanitary Sewer Relining Project.

For Clerk's Use:

 Motion By: _____
 Second By: _____

 Vote Record:

Aye	Nay	
_____	_____	Steiner
_____	_____	Peterson
_____	_____	Oachs
_____	_____	Whitlock
_____	_____	Carlson

SUPPORTING DOCUMENTS ATTACHED

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

 Other (specify) _____

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

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



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September 27, 2023

Kevin McCann
City Administrator
City of North Mankato
1001 Belgrade Avenue, P.O. Box 2055
North Mankato, MN 56002-2055

RE: 2023 Sanitary Sewer Lining Project
City Project No. 23-05A
BMI Project No. 0M1.131582

Dear Kevin,

Bids were received and opened on Tuesday, September 26th at 11:00 am for the 2023 Sanitary Sewer Lining project.

The project includes the following improvements:

- Bidding Section A: Sanitary sewer extending from the lift station on Carol Court to the lift station on Marvin Boulevard
- Bidding Section B: Sanitary sewer located behind the houses south of Marvin Boulevard

Three (3) bids were received, and the results of the bids are tabulated below:

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

The low bid from Hydro-Klean, LLC is approximately 15% below the Engineer's Estimate and 33% below the next lowest bidder.

Hydro-Klean, LLC is a subsidiary of HK Solutions Group based in Des Moines, Iowa. HK Solutions Group has over 50 years of experience in municipal and industrial pipeline lining and rehabilitation. It is our opinion that Hydro-Klean is qualified to perform the work required under this contract.

It is my understanding that funds are available in the sewer fund to cover the cost of the project based on the low bid amount. We hereby recommend that Hydro-Klean be awarded the project for a contract amount of \$186,670.52.

Mr. Kevin McCann
September 27, 2023
Page 2

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

Sincerely,

Bolton & Menk, Inc.

A handwritten signature in blue ink, appearing to read "Daniel R. Sarff", is written over the company name.

Daniel R. Sarff, P.E.
City Engineer

RESOLUTION ACCEPTING BID
PROJECT NO. 23-05A 2023 SANITARY SEWER LINING PROJECT

WHEREAS, pursuant to an advertisement for bids for Project No. 23-05A 2023 Sanitary Sewer Lining Project, bids were received, opened, and tabulated according to the law, and the following bids were received complying with the advertisement:

Bidder	Section A	Section B	Total Amount Bid
Hydro-Klean, LLC	\$76,377.41	\$109,293.11	\$186,670.52
Insituform Technologies USA, LLC	\$112,231.71	\$168,952.82	\$281,184.53
Visu-Sewer, Inc.	\$179,166.00	\$108,700.00	\$387,866.00

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 Hydro-Klean, LLC of Des Moines, Iowa in the name of the City of North Mankato for Project No. 23-05A 2023 Sanitary Sewer Lining Project, according to the plans and specifications therefor approved by the city council and on file in the office of the city clerk.

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

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

Mayor

Attest:

City Clerk

CITY OF NORTH MANKATO
REQUEST FOR COUNCIL ACTION



Agenda Item # 12F	Dept: City Administrator	Council Meeting Date: 10/2/23
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TITLE OF ISSUE: Consider Resolution to Adopt and Allocate Funds for an Outdoor Fitness Court as Part of the 2024 National Fitness Campaign.

BACKGROUND AND SUPPLEMENTAL INFORMATION: City Administrator McCann will provide background and information concerning the grant.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Adopt Resolution to Adopt and Allocate Funds for an Outdoor Fitness Court as Part of the 2024 National Fitness Campaign.

For Clerk's Use:

Motion By: _____

Second By: _____

Vote Record:

Aye Nay

_____	_____	Steiner
_____	_____	Peterson
_____	_____	Oachs
_____	_____	Whitlock
_____	_____	Carlson

SUPPORTING DOCUMENTS ATTACHED

Resolution Ordinance Contract Minutes Map

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Other (specify) _____

☐ Workshop

☒ Regular Meeting

☐ Special Meeting

☐

Refer to: _____

☐

Table until: _____

☐

Other: _____

RESOLUTION TO ADOPT AND ALLOCATE FUNDS FOR AN OUTDOOR FITNESS COURT® AS PART OF THE 2024 NATIONAL FITNESS CAMPAIGN

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

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

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

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

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

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

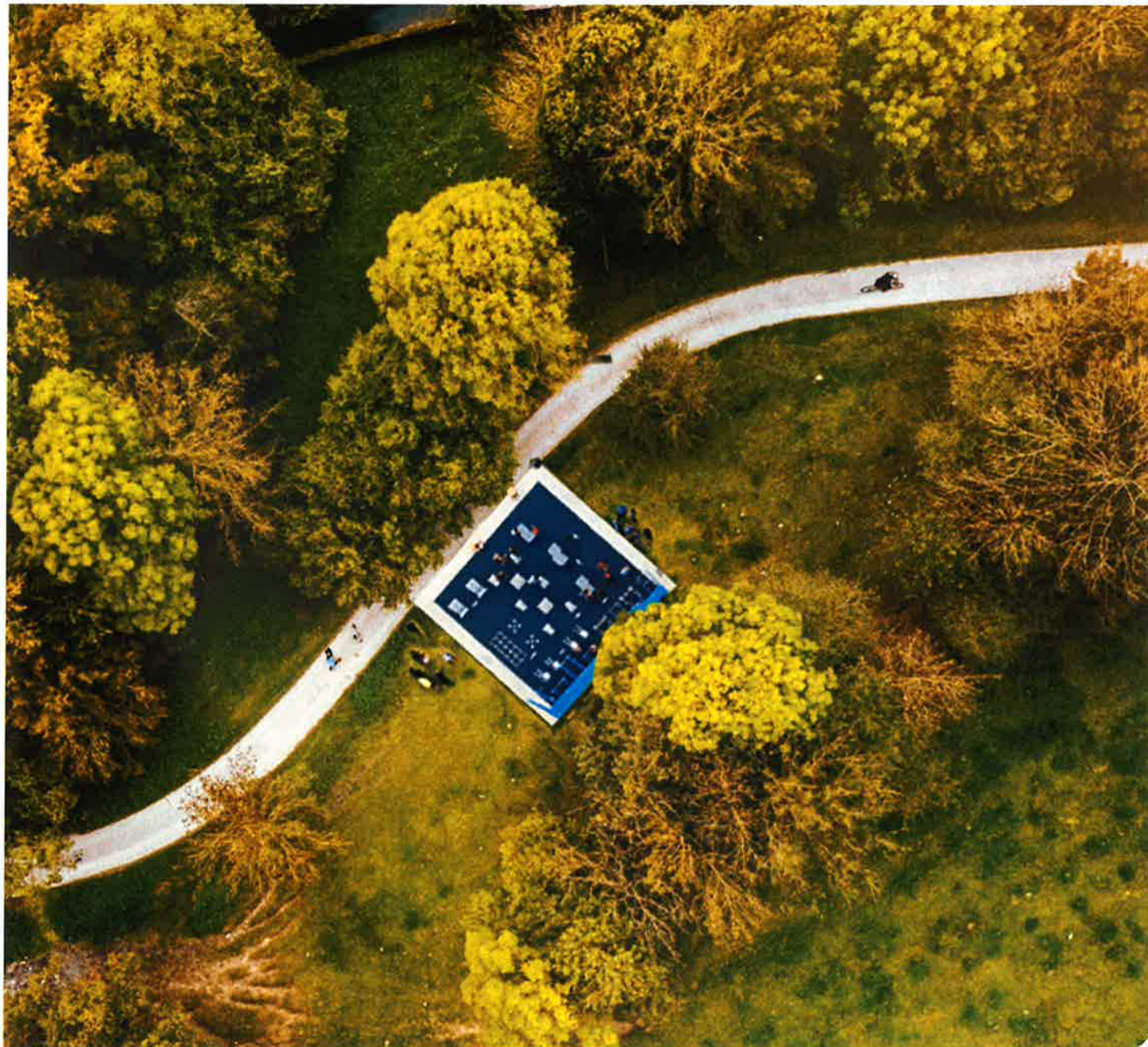
NOW THEREFORE BE IT RESOLVED that the North Mankato City Council will collaborate with NFC to implement the outdoor Fitness Court® and make fitness free to community residents and visitors.

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

Mayor

ATTEST:

City Clerk



DESIGN GUIDELINES SITE PLANNING CRITERIA

Strategies and Tools for successful Fitness Court® Integration



Site Planning Key Factors + Requirements

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

Court® within the park itself. These tools are meant to be deployed in all instances that will help guide and inform all planning processes - this ensures the ideal location within the park or along a trail is identified leading to higher usage of the Fitness Court® over time, and encourages the maximum number of users.

LOCATION

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

ORIENTATION

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

BUFFER ZONE

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

SAFETY

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

VISIBILITY

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



Site Planning Key Factors + Requirements

CONNECTIVITY

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



DISTANCE

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



SITE INFRASTRUCTURE

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



LAND USE

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



Do's and Don'ts | Case Studies

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

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

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

Best Use Cases for Fitness Court Placement

ACCESS

Walking • Cycling Infrastructure



Required to have direct access to the Fitness Court¹⁶ from the adjacent trail for ADA purposes.



Don't place the Fitness Court¹⁶ in an undeveloped open space. Future park master plans must be approved and funding secured if considering an undeveloped site.

LOCATION

Proximity



Do place the Fitness Court¹⁶ near active trail, cycling, or walking loop.



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

Do's and Don'ts | Case Studies

ORIENTATION + SAFETY BUFFER

Setbacks + Distances



Do place Fitness Court at least 25' away from vertical structure (i.e. brick wall, any type of fencing). The Fitness Court should be oriented perpendicular to the vertical surface. Do create open visual sightlines around Fitness Court¹⁶.



Don't place the Fitness Court¹⁶ directly up against a fence or wall. This creates zones where individuals could potentially hide which could encourage misuse of the Fitness Court¹⁶ or lead to vandalism of city property.

EDGE CONDITIONS

Surrounding Surfaces



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



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

Conceptual Park Design: Fitness Court Integration

The graphic below depicts an ideal scenario for the Placement of the Fitness Court. It is along a major trail connector, has adequate space in the grass area behind for a Studio Fitness Court expansion, is clustered amongst other park facilities and a dining area that is spaced appropriately away from the Fitness Court to avoid food and beverages from spilling on the surface.



Free, Fun and Fully Accessible Fitness Court Network

Acceptable Adjacent Amenities			Unacceptable Adjacent Amenities		
	Basketball		Tennis		Pickleball
	Soccer		Playground		Splashtop
					BBQ





National Fitness Campaign
San Francisco, CA
Tel. 415.702.4919
Nationalfitnesscampaign.com
info@nfchq.com