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 December 20, 2010. Mayor Zellmer called the meeting to order at 7:00 p.m. asking that everyone join in the Pledge of Allegiance. The following were present for the meeting, Mayor Zellmer, Council Members Norland, DeWitte, Schindle and Steiner, Administrator Sande, City Clerk Gehrke, Finance Director Mork, Attorney Kennedy, Engineer Malm and Planner Fischer.

Approval of Minutes

Council Member Steiner moved, seconded by Council Member DeWitte, to approve the minutes of the Council meeting of December 6, 2010. Vote on the motion: Norland, DeWitte, Schindle, Steiner and Zellmer, aye; no nays. Motion carried.

Correspondence

Thank-You Letter from Mankato Boys Lacrosse

The Mayor Read a letter from the Mankato Boys Lacrosse thanking the City for the generous donation from the Charitable Gambling Fund and thanking the Park Department for their help in securing a field.

Thank-You Letter from Girl Scouts

The Mayor read a letter from the Girl Scouts thanking the City for the generous donation from the Charitable Gambling Fund.

Thank-You Letter from Mankato Graduation Committee

The Mayor read a letter from the Mankato Graduation Committee thanking the City for the \$500 contribution toward the Mankato high school graduation party celebrations for 2010-2011.

Thank-You Letter from LEEP

The Mayor read a letter from LEEP thanking the City for the generous donation from the Charitable Gambling Fund.

Thank-You Letter from Mankato YMCA Brother/Sister Program

The Mayor read a letter from the Mankato Family YMCA thanking the City for the \$500 donation from the Charitable Gambling Fund for the Brother/Sister Program.

Thank-You Letter from River Meadows Community Garden

The Mayor read a letter from Lynn Solo, Garden Manager of the River Meadows Community Garden, giving an update of the first year of the community gardens and thanking City staff for their support.

Letter from James Swanson, MnDOT District 7 – Lookout Drive Ramps at Highway 14

The Mayor presented a letter from James Swanson, MnDOT District 7, reporting an Intersection Control Evaluation (ICE) will be conducted that will include all three intersections on Lookout Drive. He reported the ICE is expected to cost approximately \$30,000 and will utilize the data and evaluations provided in the City's consulting engineer's study. MnDOT will pay 50% of the total cost of the ICE with the City and Nicollet County sharing in the remainder. The City will be credited for the costs already incurred in our consulting engineer's study.

Council Member Norland moved, seconded by Council Member Schindle, to give

preliminary approval of the cost share for the ICE for the Lookout Drive Ramps at Highway 14. Vote on the motion: Norland, DeWitte, Schindle, Steiner and Zellmer, aye; no nays. Motion carried.

Public Hearing, 7 p.m. - MS4 (Municipal Separate Storm Sewer System) Permit

Administrator Sande gave background information noting it is an annual requirement to hold a public hearing to receive comments on the City's Municipal Separate Storm Sewer System Permit (MS4) and a notice of the public hearing was published in the local newspaper. Construction Inspector Marion Haaver addressed the Council and asked residents to check their furnace vents to make sure they are not covered with snow, check their smoke detectors and fire extinguishers and be aware of where their gas and electric meters are located and make the necessary plans for emergency situations. He then gave a brief presentation on the MS4 Permit which mandates six minimum control measures for addressing the Storm Water Pollution Prevention Program (SWPPP). They are as follows: 1) Public education and outreach: 2) Public participation; 3) Illicit discharge detection and elimination; 4) Construction site storm water runoff control; 5) Post-construction storm water management in new development and redevelopment; and 6) Pollution prevention/good housekeeping for municipal operations. Construction Inspector Haaver reviewed the current issues addressed at meetings he has attended including PAHs and coal-tar-based pavement sealcoat. He also spoke about the cost of cleaning PAH's from detention ponds. He asked the MPCA to keep their requirements reasonable, feasible, practical, affordable and guided by common sense. The Mayor opened the hearing to the public. Engineer Malm reported that erosion costs have added approximately 30% to the cost of construction projects. In response to the question, Construction Inspector Haayer reported there is a good chance of flooding this spring; however, he reported the City has taken good care of the dike. Administrator Sande reported in 1993 the water level was at 30 feet and the dike provided an additional 7 feet of protection above that level. Kim Spears, 916 South Avenue, appeared before the Council and stated the Council should be proactive in fighting regulators. With no one else appearing before the Council, the Mayor closed the public hearing.

Public Hearing, 7 p.m. – Five-Year Capital Improvement Plan

Mayor Zellmer opened the public hearing to consider the Five-Year Capital Improvement Plan 2011-2015. Notice of the public hearing was published in the official newspaper. Finance Director Mork presented an overview of the Five-Year Capital Improvement Plan 2011-2015 reporting the total estimated cost of the Five-Year Plan is \$58.5 million; however, \$36.7 million is attributable to the T.H. 14/CSAH 41 interchange and related improvements. The balance of the Five-Year Plan totals approximately \$21.7 million. He reviewed the large items in the Plan as follows: Public Works Storage Building \$450,000 in 2014, Fire Apparatus \$750,000 in 2015, Well No. 9 \$1,200,000 in 2012, North Ridge Water Connection \$1,200,000 in 2012, Recoat Water Tower No. 2 \$275,000 in 2012, Main Lift Station Control Replacement \$350,000 in 2014, North Ridge Ravine Storm Sewer Extension \$600,000 in 2012-2013, RoeCrest/Noretta Storm Sewer \$750,000 in 2013, and Infrastructure Rehabilitations \$7,200,000 in 2012-2015. He reported the two items with the highest priority are Well No. 9 and recoating the interior and exterior of Water Tower No. 2. The schedule for the remaining items is flexible. In summary, he reported the City-wide infrastructure is in very good condition and the projects contemplated in the current Five-Year Plan are manageable and do not require an extraordinary allocation of financial resources. Finance Director Mork presented a PowerPoint presentation of the balance of the Five-Year CIP 2011-2015. Discussion was held about the dike recertification and the duplication of efforts by FEMA and the Corps of Engineers. Kim Spears, 916 South Avenue,

appeared before the Council asking for clarification of Summary of Funds for the CIP and the term Equipment Certificates. Administrator Sande reported it is the role of the Capital Improvement Plan to identify necessary projects and outline the funding source for these projects. With no one else appearing before the Council, the Mayor closed the public hearing.

Open the Meeting to the Public for the First Time Kim Spears, 916 South Avenue

Kim Spears, 916 South Avenue, appeared before the Council and asked for clarification of the payment for the City's share of the ICE for the Lookout Drive ramps at Highway 14.

Nicollet County Board Actions

Mayor Zellmer reported the Nicollet County Board will transfer ownership of the rightof-way parcels on Nicollet County Plat #26 to the City of North Mankato and ownership of the severed parcels to the North Mankato Port Authority.

Finance Director Mork reported the Nicollet County Board approved their 2011 levy with a 2.97% increase. A 1.00% cost-of-living increase was approved for Nicollet County employees.

Staff Reports

City Administrator

Approval of Proposed 2011 Budget and Capital Improvement Plan 2011-2015

Administrator Sande reported budget workshops have been held over the last several months and budget resolutions have been prepared reflecting a tax levy remaining at the 2010 level.

Res. No. 85-10 Approving the General Fund Budget and Auxiliary Fund Budget for Fiscal Year 2011

Administrator Sande noted the Council held a public hearing for the 2011 Budget on December 6, 2010. He presented a resolution approving the General Fund Budget in the amount of \$5,631,531 and the Auxiliary Fund Budget in the amount of \$15,629,597 for a total budget of all funds in the amount of \$21,261,128. Council Member Steiner moved, seconded by Council Member DeWitte, to adopt Resolution No. 85-10 Approving the General Fund Budget and Auxiliary Fund Budget for Fiscal Year 2011. Vote on the Resolution: Norland, DeWitte, Schindle, Steiner and Zellmer, aye; no nays. Motion carried.

Res. No. 86-10 Approving the Five-Year Capital Improvement Plan, 2011-2015

Administrator Sande presented a resolution for approval of the Five-Year Capital Improvement Plan, 2011-2015. Council Member Schindle moved, seconded by Council Member Steiner, to adopt Resolution No. 86-10 Approving the Capital Improvement Plan, 2011-2015. Vote on the Resolution: Norland, DeWitte, Schindle, Steiner and Zellmer, aye; no nays. Motion carried.

Res. No. 87-10 Approving 2010 Tax Levy, Collectible in 2011

Administrator Sande presented Resolution No. 87-10 approving the 2010 tax levy, collectible in 2011 with no increase over the prior year. Administrator Sande reported the total levy is \$4,814,154, including \$1,525,843 for bonded indebtedness. Council Member DeWitte moved, seconded by Council Member Schindle, to adopt Resolution No. 87-10 Approving

2010 Tax Levy, Collectible in 2011. Vote on the Resolution: DeWitte, Schindle, Steiner and Zellmer, aye; Norland nay. Motion carried.

Res. No. 88-10 Setting Gas Mileage Reimbursement Rate

Administrator Sande presented Resolution No. 88-10 setting the gas mileage reimbursement rate at \$0.51 per mile, which is the standard mileage rate for reimbursement of business mileage set by the federal government effective January 1, 2011. Council Member Norland moved, seconded by Council Member DeWitte to adopt Resolution No. 88-10 setting the gas mileage reimbursement rate at \$0.51 per mile effective January 1, 2011. Vote on the Resolution: Steiner, Norland, DeWitte, Schindle and Zellmer, aye; no nays. Motion carried.

Res. No. 89-10 Support for a Fair Trade Initiative

Administrator Sande presented Resolution No. 89-10 in support for a fair trade initiative. He reported the Mankato Area Fair Trade Town Initiative recently appeared before the Council and requested the City of North Mankato's support for their efforts. Council Member Steiner moved, seconded by Council Member Norland, to adopt Resolution No. 89-10 Support for a Fair Trade Initiative. Vote on the Resolution: Norland, DeWitte, Schindle, Steiner and Zellmer, aye; no nays. Motion carried.

Engagement Letter with Abdo, Eick & Meyers for 2010-2012 Annual Audits

Administrator Sande presented a letter from Abdo, Eick & Meyers outlining the audit services to be provided to the City of North Mankato for a three-year period 2010 through 2012. The provided fees for these services are \$28,300 for 2010, \$29,025 for 2011 and \$29,750 for 2012. Council Member Norland moved, seconded by Council Member Steiner, to table this item and requested an audit engagement letter for the Year 2010 only. Vote on the motion: Norland, DeWitte, Schindle, Steiner and Zellmer, aye; no nays. Motion carried.

Res. No. 90-10 Ordering Plans and Specifications for Project No. 11-02, Benson Park Underground Improvements

Administrator Sande presented Resolution No. 90-10 ordering plans and specifications for Project No. 11-02, the Benson Park underground improvements. He reported this is the necessary first step for the water features, restroom and shelter at Benson Park. Council Member Norland moved, seconded by Council Member Steiner, to adopt Resolution No. 90-10 Ordering Plans and Specifications for Project No. 11-02, Benson Park Underground Improvements. Vote on the Resolution: Norland, DeWitte, Schindle, Steiner and Zellmer, aye; no nays. Motion carried.

Schools and Conferences

Council Member DeWitte moved, seconded by Council Member Norland, to authorize actual and necessary expenditures for the following schools and conferences:

- a. New Tree Inspector Training Workshop, St. Paul, January 27 for two Park Maintenance Workers.
- b. 37th Annual Collection System Operators Conference, Brooklyn Park, January 26-28 for one Water Serviceman.
- e. 55th Annual Institute for Building Officials, St. Paul, January 10-14 for Building Inspector and January 11 for Building Official.

- d. 2011 ICC Upper Great Plains Region III Education Institute, Brooklyn Park, February 7-11 for Building Inspector and February 7 for Building Official.
- e. Erosion and Stormwater Management Certification Program/Construction Installer Recertification, St. Cloud, January 24 for Assistant Construction Inspector.
- f. Erosion and Stormwater Management Certification Program/Construction Site Management Recertification, White Bear Lake, February 2 for Assistant Construction Inspector.

Vote on the motion: Norland, DeWitte, Schindle, Steiner and Zellmer, aye; no nays. Motion carried.

City Clerk

Res. No. 92-10 Setting Council Meeting Dates for Year 2011

Clerk Gehrke presented a resolution with the recommended Council meeting dates to accommodate the necessary changes due to federal holidays. The Clerk noted changes from the regular Monday meeting dates to Tuesday, January 18, 2011; Tuesday, February 22, 2011; Tuesday, July 5, 2011; and Tuesday, September 6, 2011. The balance of the meetings will remain on the regularly scheduled first and third Mondays of the month. Council Member Steiner moved, seconded by Council Member DeWitte, to adopt Resolution No. 92-10 Setting Council Meeting Dates for Year 2011. Vote on the Resolution: Norland, DeWitte, Schindle, Steiner and Zellmer, aye; no nays. Motion carried.

Res. No. 93-10 Waiving Waiting Period for Exemption from Lawful Gambling License for Minnesota Pheasants Forever

Clerk Gehrke presented an application for exemption from lawful gambling for Minnesota Pheasants Forever to conduct raffles at Best Western, 1111 Range Street, on January 15, 2011. Council Member Schindle moved, seconded by Council Member DeWitte, to adopt Resolution No. 93-10 Waiving Waiting Period for Exemption from Lawful Gambling License for Minnesota Pheasants Forever to conduct raffles on January 15, 2011. Vote on the Resolution: Norland, DeWitte, Schindle, Steiner and Zellmer, aye; no nays. Motion carried.

Finance Director

Res. No. 94-10 Approving Consent Assessment Agreement – 725 Nicollet Avenue

Finance Director Mork presented the Consent Assessment Agreement for 725 Nicollet Avenue in the amount of \$6,000 for sewer service replacement. Council Member Schindle moved, seconded by Council Member Steiner, to adopt Resolution No. 94-10 Approving Consent Assessment Agreement for sewer service replacement at 725 Nicollet Avenue. Vote on the Resolution: Norland, DeWitte, Schindle, Steiner and Zellmer, aye; no nays. Motion carried.

Res. No. 95-10 Approving Consent Assessment Agreement – 507 Sherman Street

Finance Director Mork presented the Consent Assessment Agreement for 507 Sherman Street in the amount of \$4,894.20 for water service replacement. He reported the owner of the property expressed her appreciation to the Water Department for finding the problem and to the City for helping her with the financing. **Council Member Norland moved, seconded by**

Council Member Schindle, to adopt Resolution No. 95-10 Approving Consent Assessment Agreement for water service replacement at 507 Sherman Street. Vote on the Resolution: Norland, DeWitte, Schindle, Steiner and Zellmer, aye; no nays. Motion carried.

Res. No. 96-10 Adopting Assessment for Project No. 09-05A, Parks Edge Addition Lift Station

Finance Director Mork presented the proposed assessment roll for Project No. 09-05A, Parks Edge Addition Lift Station. Council Member Schindle moved, seconded by Council Member Norland, to adopt Resolution No. 96-10 Adopting Assessment for Project No. 09-05A, Parks Edge Addition Lift Station. Vote on the Resolution: Norland, DeWitte, Schindle, Steiner and Zellmer, aye; no nays. Motion carried.

Resolutions Declaring Costs to be Assessed for Municipal Charges – 311 Belgrade Avenue, 834 South Avenue, 238 Belgrade Avenue, 107 Mary Circle, 418 McKinley Avenue, 322 Nicollet Avenue, 409 Wheeler Avenue, 1253 Lake Street, 315 Range Street, 325 McKinley Avenue, 248 Nicollet Avenue #2 and 252 Nicollet Avenue #1

Finance Director Mork presented resolutions declaring costs to be assessed for municipal charges for the following: 311 Belgrade Avenue for lawn mowing in the amount of \$75.00; 834 South Avenue for lawn moving in the amount of \$75.00; 238 Belgrade Avenue for delinquent utility bills in the amount of \$170.10; 107 Mary Circle for delinquent utility bills in the amount of \$526.94; 418 McKinley Avenue for delinquent utility bills in the amount of \$120.49; 322 Nicollet Avenue for delinquent utility bills in the amount of \$236.36; 409 Wheeler Avenue for delinquent utility bills in the amount of \$216.71; 1253 Lake Street for delinquent utility bills in the amount of \$303.05; 315 Range Street for delinquent utility bills in the amount of \$341.15; 325 and 325-1/2 McKinley Avenue for delinquent utility bills in the amount of \$223.93; and 248 Nicollet Avenue #2 and 252 Nicollet Avenue #1 for delinquent utility bills in the amount of \$929.91. Council Member Schindle moved, seconded by Council Member Norland, to adopt Resolution No. 97-10 Declaring Costs to be Assessed for Municipal Charges at 311 Belgrade Avenue, Resolution No. 98-10 Declaring Costs to be Assessed for Municipal Charges at 834 South Avenue; Resolution No. 99-10 Declaring Costs to be Assessed for Municipal Charges at 238 Belgrade Avenue; Resolution No. 100-10 Declaring Costs to be Assessed for Municipal Charges at 107 Mary Circle; Resolution No. 101-10 Declaring Costs to be Assessed for Municipal Charges at 418 McKinley Avenue; Resolution No. 102-10 Declaring Costs to be Assessed for Municipal Charges at 322 Nicollet Avenue; Resolution No. 103-10 Declaring Costs to be Assessed for Municipal Charges at 409 Wheeler Avenue; Resolution No. 104-10 Declaring Costs to be Assessed for Municipal Charges at 1253 Lake Street; Resolution No. 105-10 Declaring Costs to be Assessed for Municipal Charges at 315 Range Street; Resolution No. 106-10 Declaring Costs to be Assessed for Municipal Charges for 325 McKinley Avenue and Resolution No. 107-10 Declaring Costs to be Assessed for Municipal Charges at 248 Nicollet Avenue #2 and 252 Nicollet Avenue #1. Vote on the Resolutions: Norland, DeWitte, Schindle, Steiner and Zellmer, aye; no nays. Motion carried.

Report from Council Members Council Member Norland

Council Member Norland thanked Mayor Gary Zellmer and Council Member Kenny DeWitte for their years of service and the work they accomplished during their tenures.

Council Member DeWitte

Council Member DeWitte reported he enjoyed his experience on the City Council the last four years and working with City staff. He believes the City of North Mankato is one of the finest cities in which to live.

Council Member Schindle

Traffic & Safety Committee Minutes from December 15, 2010 Meeting

Council Member Schindle presented the minutes of the December 15, 2010 Traffic & Safety Committee meeting. He reported in response to a request to review the intersections of LorRay Drive and James Drive and James Drive and Sharon Drive, the Traffic & Safety Committee recommended the installation of pole reflectors on the existing "STOP" signs at LorRay Drive and James Drive and review the potential to increase the size of the "STOP" signs. The Committee also recommended locating the speed trailer on James Drive near the Sharon Drive intersection. Administrator Sande reported staff will install the pole reflectors on the existing "STOP" signs at LorRay Drive and James Drive.

Council Member Schindle reported residents have expressed their appreciation for the holiday decorations stating the decorations show pride in the City.

Council Member Schindle thanked the Mayor and Council Member DeWitte for the job they did during their terms.

Report from Mayor

Mayor Zellmer requested the lights be turned on at the King Arthur Park skating rink.

The Mayor thanked Mark Fischenich and Pete Steiner for their fair reporting during his tenure as Mayor.

The Mayor thanked the City staff for their work and stated he believes there is no question North Mankato is one of the best cities.

The Mayor referenced the *Free Press* story about the North Mankato Taylor Library being one of the few libraries that is able to afford electronic books.

The Mayor referenced a recent report from the Chamber of Commerce announcing their innovative ideas by eliminating any Local Government Aid or other monies to the City from the State.

The Mayor expressed his wish that the City Council remain active in the Coalition of Greater Minnesota Cities and the Highway 14 Partnership.

Open the Meeting to the Public for the Second Time Kim Spears, 916 South Avenue

Kim Spears, 916 South Avenue, appeared before the Council and asked if the City would have representation at the ARMER meeting.

Bills and	l Appro	priations
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Council Member Norland moved, seconded by Council Member DeWitte, to approve all bills and appropriations in the amount of \$241,593.07 Vote on the motion: Norland, DeWitte, Schindle, Steiner and Zellmer, aye; no nays. Motion carried.

There being no further business, the meeting was adjourned at 8:47 p.m. on a motion by Mayor Zellmer, seconded by Council Member DeWitte. Vote on the motion: Norland, DeWitte, Schindle, Steiner and Zellmer, aye; no nays. Motion carried.

	Mayor	
City Clerk		



December 22, 2010

Tax ID # 20-0814939

Wendell Sande City of North Mankato 1001 Belgrade Ave North Mankato, MN 56003-3501

Dear Wendell,

On behalf of the Executive Board of the Twin Rivers Center for the Arts, I'd like to thank the City of North Mankato for its generous contribution of \$12,500. Your donation is ensuring a vibrant and creative community not only today, but for generations to come.

As we close out 2010, we have been reflecting on all we have accomplished together over the past year. Your support of this organization has created new collaborations, expanded our services to reach new audiences, and strengthened the entire arts community. Because of your generosity, more artists are becoming connected to Twin Rivers, and we are now working with more than 40 arts organizations in our area. It is truly an exciting time of growth for the arts in our region!

Even with our time of reflection on past successes, we never stop looking forward. The future possibilities and opportunities that the arts have in North Mankato and Mankato are truly cause for celebration! In 2011, we will be dreaming big about the impact the arts could potentially have in our community, and will begin crafting a plan for how to get there. We are already in the midst of developing the CityArt Walking Sculpture Tour with the City Center Partnership and planning for the first-ever Arts by the River fine art and music festival in Riverfront Park in June. These are just two arts initiatives that will continue to put our community on the map as a growing cultural center in southern Minnesota.

Once again, we want to thank North Mankato for its commitment and dedication to the arts in our community, and for the City Council's willingness to be a part of the amazing future that the arts hold for us. Your donation is not only helping artists and arts groups to thrive, but is helping to define our community as a creative, beautiful and inspiring place to live.

We wish you and your families a safe and happy holiday season!

Céprison.

All the Best,

Shannon Robinson

Executive Director

Gift received: 11/30/2010

11/3/2010

Amount: \$ 2,500 \$ 10,000

Please keep this official receipt for your records. No goods or services were received in exchange for this donation

Thank you .

Shannon Robinson Executive Director shannon@twinriversarts.org

Twin Rivers Center

at the Emy Frentz Arts Guild

523 South Second Street

Mankato, MN 56002 507-387-1008

for the Arts

PO Box 293

CONNECTING PEOPLE TO THE ARTS

CITY OF NORTH MANKATO REQUEST FOR COUNCIL ACTION



Agenda Item # 7A	Department: Administration	Council Meeting Date: 1/3/11		
TITLE OF ISSUE: Amending Code of	Ordinances			
2007, the Council determined that it wo that it remains current. Based on a revi changes as outlined in the attached info	uld be appropriate to update the lew of 2010's activity, the City Prmation.			
REQUESTED COUNCIL ACTION: Adoption of the Ordinance.				
For Clerk's Use:	SUPPORT	ING DOCUMENTS ATTACHED		
Motion By: Second By: Vote Record: Aye Nay Freyberg Steiner Norland Schindle Dehen	Resolution Ordinar X Other (specify) Affidavit of Publi	Ordinance No. 34, Fourth Series		
Workshop X Regular Meeting Special Meeting	Refer Table Other	e until:		

December 20, 2010

NOTICE OF PUBLIC HEARING
TO AMEND NORTH MANKATO
CITY CODE

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 3rd day
of January, 2011, to hold a public
hearing to amend the City Code of
North Mankato to include all
Ordinances adopted by the City
Council in 2010 and other amendments to the Code as necessary.
Such persons as desire to be heard
with reference to the proposed
amendment to the City Code will
be heard at this meeting.
Dated this 20th day of December
2010.

Nancy Gehrke, CMC Nancy Gehrke, CMC City Clerk City of North Mankato, Minnesota

AFFIDAVIT OF PUBLICATION

State of Minnesota, ss. County of Blue Earth

James P. Santori, being duly sworn, on oath says that he is the publisher or authorized agent and employee of the publisher of the newspaper known as The Free Press and The Land, and has full knowledge of the facts which are stated below:

(A) The newspaper has complied with all of the requirements constituting qualification as a legal newspaper, as provided by Minnesota Statute 331.02, 331.06, and other applicable laws, as amended.

(B) The printedNotice
which is attached was cut from the columns of said
newspaper, and was printed and published once
each week, for successive weeks; it was first
published on $\underline{\hspace{0.5cm}}^{\hspace{0.5cm}}$ Monday $\underline{\hspace{0.5cm}}$, the $\underline{\hspace{0.5cm}}^{\hspace{0.5cm}}$ 20 day of
December, 20 10, and was thereafter
printed and published on every Monday to
and including Monday , the $\frac{20}{}$ day of ${}$ December ${}$, ${}$ 20 ${}$ 10 ; and printed
of, 2010; 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 composi-
tion and publication of the notice.
abcdefghijklmnopgrstuvwxy
BX: Someth order
Publisher
Subscribed and sworn to before me on this 20
day of, 20_10
Beck of les levon
Notary Public
ivotary i polic
BECKY K. ASLESON Notary Public-Minnesota

NOTICE OF PUBLIC HEARING TO AMEND NORTH MANKATO CITY CODE

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 3rd day of January, 2011, to hold a public hearing to amend the City Code of North Mankato to include all Ordinances adopted by the City Council in 2010 and other amendments to the Code as necessary.

Such persons as desire to be heard with reference to the proposed amendment to the City Code will be heard at this meeting.

Dated this 20th day of December 2010.

Nancy Gehrke, CMC City Clerk City of North Mankato, Minnesota

ORDINANCE NO. 34, FOURTH SERIES

AN ORDINANCE AMENDING THE CODE OF ORDINANCES FOR THE CITY OF NORTH MANKATO, MINNESOTA REVISING, UPDATING AND

COMPILING CERTAIN ORDINANCES OF THE CITY DEALING WITH THE SUBJECTS EMBRACED IN THE CODE OF ORDINANCES, AND PROVIDING PENALTIES FOR THE VIOLATION OF THE CODE OF ORDINANCES

WHEREAS, Minnesota Statutes Section 415.02 and 415.021 authorize the City to cause its ordinances to be revised, updated and compiled;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, ordains as follows:

- **Section 1**. All portions of the City of North Mankato Code will be revised as outlined in Exhibit A attached; and
- **Section 2.** Ordinance Nos. 31, 32 and 33, Fourth Series are incorporated into the revised Code of Ordinances;
- **Section 3.** This ordinance amending the Code of Ordinances shall be a sufficient publication of any ordinance included in it and not previously published in the City's official newspaper. The City Clerk shall cause a substantial quantity of the amended Code of Ordinances to be printed for public distribution to the public at actual cost and shall furnish a copy of the amended Code of Ordinances to the County Law Library or its designated depository. The official copy of this amended Code of Ordinances shall be marked and kept in the Office of the City Clerk.
- **Section 4.** The Code of Ordinances is declared to be prima facie evidence of the law of the City and shall be received in evidence as provided by Minnesota Statutes by the Courts of the State of Minnesota.
- **Section 5.** This ordinance amending the Code of Ordinances shall take effect upon publication of this ordinance in the City's official newspaper.

Adopted by the City Council of the City of North Mankato this 3rd day of January 2011.

	Mayor	
ATTEST:		
City Clerk		

EXHIBIT A TO ORDINANCE NO. 34, FOURTH SERIES UPDATING CODE OF ORDINANCES CITY OF NORTH MANKATO

Chapter 32: DEPARTMENTS, BOARDS AND COMMISSIONS

§ 32.01 CONTROL; APPOINTMENT; COMPENSATION

(B) *Appointment*. Except as provided herein, all department heads and employees shall be appointed by the City Administrator. All appointments shall be for an indeterminate term-and subject to any applicable civil-service regulations.

Add:

- (D) Employment Background Checks.
- (1) The purpose and intent of this section is to establish regulations that will allow law enforcement access to Minnesota's Computerized Criminal History information for specified non-criminal purposes of employment background checks for the positions described in Item (2).
- (2) Criminal History Employment Background Investigations: The North Mankato Police Department is hereby required, as the exclusive entity within the City, to do a criminal history background investigation on the applications for the following positions within the City, unless the City's hiring authority concludes that a background investigation is not needed.

Employment Positions:

All regular part-time or full-time employees of the City of North Mankato and other positions that work with children or vulnerable adults.

In conducting the criminal history background investigation in order to screen employment applicants, the Police Department is authorized to access data maintained in the Minnesota Bureau of Criminal Apprehensions Computerized Criminal History information system in accordance with BCA policy. Any data that is accessed and acquired shall be maintained at the Police Department under the care and custody of the chief law enforcement official or his or her designee. A summary of the results of the Computerized Criminal History data may be released by the Police Department to the City staff involved in the hiring process.

Before the investigation is undertaken, the applicant must authorize the Police

Department by written consent to undertake the investigation. The written consent must fully comply with the provisions of Minn. Stat. Chap. 13 regarding the collection,

maintenance and use of information. Except for the positions set forth in Minnesota Statutes Section 364.09, the City will not reject an applicant for employment on the basis of the applicant's prior conviction unless the crime is directly related to the position of employment sought and the conviction is for a felony, gross misdemeanor, or misdemeanor with a jail sentence. If the City rejects the applicant's request on this basis, the City shall notify the applicant in writing of the following:

- a. The grounds and reasons for the denial.
- b. The applicant complaint and grievance procedure set forth in Minnesota Statutes Section 364.06.
- c. The earliest date the applicant may reapply for employment.
- d. That all competent evidence of rehabilitation will be considered upon reapplication.

CHAPTER 52: WATER SERVICE

Add:

§ 52.12 SINGLE SERVICE/MULTIPLE UNITS METERED SEPARATELY FOR WATER.

The termination of the main water line may be on any floor of the building as long as it terminates 12" above the floor with the main building valve immediately installed. At this juncture in order to individually meter each unit a manifold must be installed with individual valves and supplies to each unit. Meters may be installed at this juncture or in individual units with shut-off valves to each unit. The manifold shall be in an area not controlled by the individual tenants.

§ 92.16 PUBLIC NUISANCES AFFECTING HEALTH.

Add:

(L) Use of coal tar and creosote-based products.

Chapter 110 GENERAL BUSINESS REGULATIONS AND LICENSING

Add:

§ 110.071 LICENSE BACKGROUND CHECKS.

(A) Applicants for City Licenses. The purpose and intent of this section is to establish regulations that will allow law enforcement access to Minnesota's Computerized Criminal History information for specified non-criminal purposes for licensing background checks.

(B) Criminal History License Background Investigations. The North Mankato Police Department is hereby required, as the exclusive entity within the City, to do a criminal history background investigation on the applications for the following licenses within the City: City Licenses, Liquor Licenses and Peddlers Licenses.

In conducting the criminal history background investigation in order to screen license applicants, the North Mankato Police Department is authorized to access data maintained in the Minnesota Bureau of Criminal Apprehensions Computerized Criminal History information system in accordance with BCA policy. Any data that is accessed and acquired shall be maintained at the Police Department under the care and custody of the chief law enforcement official or his or her designee. A summary of the results of the Computerized Criminal History data may be released by the Police Department to the City staff involved in the license approval process.

Before the investigation is undertaken, the applicant must authorize the Police Department by written consent to undertake the investigation. The written consent must fully comply with the provisions of Minn. Stat. Chap. 13 regarding the collection, maintenance and use of the information. Except for the positions set forth in Minnesota Statutes Section 364.09, the City will not reject an applicant for a license on the basis of the applicant's prior conviction unless the crime is directly related to the license sought and the conviction is for a felony, gross misdemeanor, or misdemeanor with a jail sentence. If the City rejects the applicant's request on this basis, the City shall notify the applicant in writing of the following:

- a. The grounds and reasons for the denial.
- b. The applicant complaint and grievance procedure set forth in Minnesota Statutes Section 364.06.
- e. The earliest date the applicant may reapply for the license.
- d. That all competent evidence of rehabilitation will be considered upon reapplication.

§ 110.24 PEDDLERS.

Remove Letter (D) text and renumber.

(G) (1) Sworn application has been made to the City Clerk showing name or of organization, its purposes, its officers and directors, period of solicitation and solicitors form of remuneration;

§ 150.02 BUILDING PERMITS.

(D) Expiration Every residential building permit shall expire by limitation and become null and, if the exterior work authorized by such building permit is not commenced completed within 6 months from the date of such permit or if the building or work authorized by such permit is suspended or abandoned, at any time after it is commenced, for a period of 120 days 180 days following the issuance of the permit.

Before such work can be renewed, a new permit shall be first obtained, and t The fee therefore shall be one-half the amount required for a new permit for such work, provided no changes have been made or will be made in the original plans and specifications for such work; and provided, further, that such suspension or abandonment has not exceeded 1 year. (M.S. § 326B.121. as it may be amended from time to time).

§ 151.07 ACTION ON APPLICATION FOR RENTAL LICENSE.

Upon receipt of a completed application and payment of all license fees, the City Clerk or his or her designee shall issue a license to the applicant for the specified property. All residential rental property of North Mankato must obtain a license by January 1, 2003. Such licenses shall be valid for a period of 1 year unless canceled or revoked pursuant to this chapter. From January 1, 2004 forward, all licenses will be required to obtain annual renewal of their residential rental licenses on or before December 15 of each year. If by January December 15 of each year, a rental license has not been renewed, a \$100 reinstatement fee will be charged in addition to the annual license fee.

(Ord. 234, passed 12-1-2003; Am. Ord. 264, passed 11-21-2005)

Add:

§ 151.14 OFF-STREET PARKING.

- (A) Garages and off-street parking spaces on licensed rental properties shall be made available to tenants residing on the property.
- (B) All off-street parking areas shall be hard-surfaced using concrete, asphalt or paver brick material.

§ 154.16 SIGNS NOT REQUIRING A PERMIT.

- (A) Construction/development signs.
- (3) Construction signs shall only be permitted after a building permit has been issued during construction or remodeling and shall be removed before the building or any part thereof is occupied, or after remodeling has been completed.

§ 156.035 GENERALLY.

(U) (1) Finished grade elevations shall have a minimum of 5% slope from top back of curb to finished dirt grade elevation adjacent to foundation wall and up to a maximum of 8% slope from the back top of curb, to the finished grade elevation adjacent to the foundation wall. This applies to the minimum front yard setback requirements for valley and hilltop locations. Any variations are subject to be reviewed for approval by the City

<u>Building Official</u>. Requests for slopes greater than 8% shall be considered by variance. Criteria for determining setback elevations beyond minimum setbacks are subject to the following:

Required Setbacks
Surface Contours
Elevations of adjacent properties
Distance from top back of curb
Drainage

Add:

- (LL) *Playhouses*. Permitted in any residential zoning district subject to the following:
 - (1) Maximum floor area shall not exceed 60 square feet.
 - (2) Maximum height shall not exceed 5 feet.
 - (3) Minimum setback is 5 feet from any rear or side property line.
 - (4) Shall not be located within any front yard.
 - (5) No more than I playhouse permitted on any lot.
 - (6) Minimum setback is 5 feet from any ravine breakline.
 - (7) Located a minimum of 10 feet from any main, accessory or utility building.

CITY OF NORTH MANKATO REQUEST FOR COUNCIL ACTION



Agenda Item # 10A	Department: Administration	Council Meeting Date: 1/3/11
TITLE OF ISSUE: Designate Official ?	Newspaper	
BACKGROUND AND SUPPLEMENT, official newspaper for required public r		essary to annually designate the City's
REQUESTED COUNCIL ACTION: A	doubles of the Decolution	If additional space is required, attach a separate sheet
		NAME TO COMPANY AND ASSESSED.
For Clerk's Use:	SUPPOR	TING DOCUMENTS ATTACHED
Motion By:	Resolution Ordina	ance Contract Minutes Map
Vote Record: Aye Nay Freyberg Steiner Norland Norland Schindle Norland	Other (specify)	Res. Designating Official Newspaper
Dehen		
Workshop	Ref	er to:
X Regular Meeting	Tab	ele until:
Special Meeting	Oth	er:

Resolution No.

RESOLUTION DESIGNATING OFFICIAL NEWSPAPER

WHEREAS, pursuant to M.S. 412.831, it is necessary for the City to designate a legal newspaper of general circulation within the City as its official newspaper; and

WHEREAS, the Mankato Free Press meets such qualifications:

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

That the *Mankato Free Press* is designated the legal newspaper for the City of North Mankato.

Adopted by the City Council this 3rd day of January 2011.

	Mayor	
ATTEST:		
City Clerk		

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 10B	Department: Finance	Council Meeting Date: 1/3/11
TITLE OF ISSUE: Designate Depositor	ies	
BACKGROUND AND SUPPLEMENTA depository institutions for handling of C		essary for the City Council to designate the
REQUESTED COUNCIL ACTION: ACTION: ACTION:	doption of the Resolution.	If additional space is required, attach a separate sheet
	·	
For Clerk's Use:	SUPPORT	TING DOCUMENTS ATTACHED
Motion By:Second By:	Resolution Ordina	ance Contract Minutes Map
Vote Record: Aye Nay ———————————————————————————————————	Other (specify)	Res. Designating Depositories for City
Norland		
Schindle Dehen		
Workshop	Refe	er to:
X Regular Meeting	Tab	le until:
Special Meeting	Othe	

RESOLUTION NO.

RESOLUTION DESIGNATING DEPOSITORIES FOR THE CITY OF NORTH MANKATO

WHEREAS, it is necessary for the City to designate depositories for City funds and establish the terms therefore;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, that the following banks are designated as City depositories:

Frandsen Bank & Trust
US Bank
Wells Fargo
First National Bank Minnesota
Pioneer Bank
Voyager Bank
Community Bank of Vernon Center
Minnstar Bank NA
TCF Bank FSB
Wells Federal Bank FSB
Northern Star Bank

AND, FURTHER, that the City checking account shall be maintained at Frandsen Bank & Trust and shall be interest-bearing, and that any deposits at any of the aforementioned banks shall be collateralized as required by Minnesota statute.

Adopted by the City Council this 3rd day of January 2011.

United Prairie Bank

	Mayor	
City Clerk		

CITY OF NORTH MANKATO





Agenda Item # 10C	Department: Finance	Council Meeting Date: 1/3/11
TITLE OF ISSUE: Property Casualty	Insurance Dividend	
League of Minnesota Cities Insurance distributes the annual dividends based	Trust for our property casua on the experience of the trus able of premiums and divide	re in receipt of our annual dividend from the lty insurance coverage. The Insurance Trust t and the City's proportion of total premium. Independent of the League of Minnesota the of obtaining our necessary insurance.
REQUESTED COUNCIL ACTION: N	lone required - information	
For Clerk's Use:		ORTING DOCUMENTS ATTACHED
Motion By:Second By:	Resolution Or	dinance Contract Minutes Map
Vote Record: Aye Nay	Other (specif	fy) Historical Table 2001-2011
Dehen		
Workshop X Regular Meeting		Refer to: Table until:
Special Meeting		Other:

MEMORANDUM

TO: Honorable Mayor and City Council

City of North Mankato

FROM: Steve Mork, Finance Director

DATE: December 22, 2010

SUBJECT: 2010 Property/Casualty Insurance Dividend

The City of North Mankato received a property/casualty insurance dividend in the amount of \$33,937 from the League of Minnesota Cities Insurance Trust (LMCIT). This is our portion of a \$10 million dividend, which the LMCIT property/casualty program is returning to member cities. The dividend is based on the amount of premiums paid, the length of time the City has been in the LMCIT, and the City's loss experience.

This \$33,937 dividend compares to a total 2010 premium of \$141,175. Enclosed is a chart showing North Mankato's premium and dividend history.

2010/2011	\$141,175	\$33,937	\$107,238
2009/2010	\$135,209	\$31,380	\$118,803 \$103,829 \$107,238
2008/2009	\$133,484	\$14,681	\$118,803
2007/2008	\$129,330	\$25,909	\$103,421
2005/2006	\$130,030	\$14,961	\$115,069
2005/2006	\$112,816 \$130,030 \$129,330 \$133,484 \$135,209	\$45,007	\$67,809
2004/2005	\$107,110	<u>\$34,833</u> <u>\$34,374</u> <u>\$45,007</u> <u>\$14,961</u> <u>\$25,909</u> <u>\$14,681</u> <u>\$31,380</u> <u>\$33,937</u>	\$71,047 \$72,736 \$67,809 \$115,069 \$103,421
2003/2004	\$105,880	\$34,833	\$71,047
2002/2003	\$108,086	\$32,931 \$37,625	\$70,461
2001/2002 2002/2003	\$106,868	\$32,931	\$73,937
	Premium	Dividend	Net Premium \$73,937 \$70,461

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 10D	Department:	Administration	Council Meeting Date: 1/3/11		
TITLE OF ISSUE: Charter Communications Rate Changes					
BACKGROUND AND SUPPLEMENT Franchise Agreement of rate changes.			If additional space is required, attach a separate sheet		
REQUESTED COUNCIL ACTION: Notion By:	None required		NG DOCUMENTS ATTACHED		
Second By: Vote Record: Aye Freyberg Steiner Norland Schindle Dehen		Other (specify)	Correspondence from Charter.		
Workshop X Regular Meeting Special Meeting		Refer Table Other	until:		



December 17, 2010

Mr. Wendell Sande City Administrator City of North Mankato 1001 Belgrade Avenue P.O. Box 2055 North Mankato, MN 56003

Dear Mr. Sande:

Charter's top priority is to provide entertainment and information at a great value to our customers. Today, Charter's advanced technology enables our customers to enjoy even greater value with a multitude of choices and high quality programming. Containing programming costs and efficiently managing our operations are critical to Charter's goal of providing customers with the best value possible. We are pleased to inform you that the pricing for Charter's Basic and Expanded Basic levels of service remain unchanged at this time. However, it will be necessary to adjust pricing of our Sports View tier and some of our premium programming services.

Effective January 18, 2011, the pricing for Sports View will increase from \$5 to \$10 per month. As a sincere gesture of gratitude to loyal Charter customers currently in our Sports View tier, their current price of \$5/month will remain in effect as a promotional offer, extended to them for 6 months, at which time the new pricing will apply.

Also, effective January 18, 2011, the monthly premium programming pricing will be adjusted as follows:

	Current	New	Change
HBO/Cinemax	\$14	\$20	\$6
Showtime/The Movie Channel	\$14	\$15	\$1
Starz/Encore	\$14	\$ 15	\$1
TWO Premium Services	\$26	\$30	\$4
THREE Premium Services	\$36	\$40	\$4

NOTE: Two and three premium service combination discounts are available when enjoying HBO & Cinemax.

Also, as a thank you to loyal Charter customers currently enjoying premium programming services, their current pricing will remain in effect as a promotional offer extended to them for 6 months, at which time the new pricing will apply.

Our commitment to providing excellent TV services in your community and all communities we serve, at the best possible prices remains strong. Should you have any questions about these changes, please contact me at (507)424-5907, or by email <u>Tucker.Carlson@Chartercom.com</u>.

Sincerely,

Arne "Tucker" Carlson Charter Communications

Director of Government Relations

MN / NE KMA

Cc: Craig Stensaas, Charter Communications

CITY OF NORTH MANKATO





Agenda Item # 10E	Department: Finance	Council Meeting Date: 1/3/11
TITLE OF ISSUE: Audit Engagement	'	
the fiscal year ended December 31, 2010 for consideration at the January 3 meet). This matter was considered at ing. In the interim, we have disc	sary to enter into an audit engagement for the last Council meeting and was tabled ussed the proposed audit engagement with proposal as a one-year engagement at no
REQUESTED COUNCIL ACTION: A	nnuova the engagement for the 2	
signatures.	PP	,
For Clerk's Use:	SUPPORT	NG DOCUMENTS ATTACHED
Motion By:Second By:	Resolution Ordinan	ce Contract Minutes Map
Vote Record: Aye Nay Freyberg	Other (specify)	Engagement letter from Abdo, Eick and
Steiner No land	Meyers.	
Norland Schindle		
Dehen		
Workshop	Refer	to:
X Regular Meeting	Table	until:
Special Meeting	Other Other	



December 23, 2010

11 Civic Center Plaza Suite 300 P.O. Box 3166 Mankato, MN 56002-3166

Management, Honorable Mayor, and City Council City of North Mankato North Mankato, Minnesota

We are pleased to confirm our understanding of the services we are to provide the City of North Mankato (the City) for the year ended December 31, 2010. We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component unit, each major fund, and the aggregate remaining fund information, which collectively comprise the basic financial statements of the City as of and for the year ended December 31, 2010.

Accounting standards generally accepted in the United States provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the City's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the City's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis
- 2) Schedule of Funding Progress for Other Post Employment Benefits

Supplementary information other than RSI also accompanies the City's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole:

- 1) Combining and Individual Fund Financial Statements and Schedules
- 2) Summary Financial Report Revenues and Expenditures for General Operations Governmental Funds

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and for which our auditor's report will not provide an opinion or any assurance, though is required to be presented when a Comprehensive Annual Financial Report (CAFR) is issued.

1) Statistical Section



Audit Objectives

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of the City and other procedures we consider necessary to enable us to express such opinions. If our opinions on the financial statements are other than unqualified, we will fully discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with laws, regulations, and the provisions of contracts or grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and compliance will include a statement that the report is intended solely for the information and use of management, the body or individuals charged with governance, others within the entity, and specific legislative or regulatory bodies and is not intended to be and should not be used by anyone other than these specified parties. If during our audit we become aware that the City is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

Management Responsibilities

Management is responsible for the basic financial statements and all accompanying information as well as all representations eontained therein. We will prepare a general ledger trial balance for use during the audit. Our preparation of the trial balance will be limited to formatting information in the general ledger into a working trial balance. As part of the audit we will prepare a draft of your financial statements and related notes. We will also use the financial statements to eomplete the Office of the State Auditors' City Reporting Form. You are responsible for making all management decisions and performing all management functions relating to the financial statements and related notes and for accepting full responsibility for such decisions. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you are required to designate an individual with suitable skill, knowledge, or experience to oversee any nonaudit services we provide and for evaluating the adequacy and results of those services and accepting responsibility for them.

Management is responsible for establishing and maintaining effective internal controls, including monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; for the selection and application of accounting principles; and for the fair presentation in the financial statements of the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City and the respective changes in financial position and cash flows, where applicable, in conformity with accounting principles generally accepted in the United States of America.

Management is also responsible for making all financial records and related information available to us and for ensuring that management and financial information is reliable and properly recorded. Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.



You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws, regulations, contracts, agreements, and grants for taking timely and appropriate steps to remedy any fraud, illegal acts, violations of contracts or grant agreements, or abuse that we may report. You are responsible for the preparation of the supplementary information in conformity with accounting principles generally accepted in the United States of America. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to present the supplementary information with the audited financial statements OR make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. With regard to electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

Audit Procedures-General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because an audit is designed to provide reasonable, but not absolute assurance and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform you of any material errors and any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform you of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.



Audit Procedures-Internal Controls

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

Audit Procedures-Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Engagement Administration, Fees, and Other

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports to the City; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Abdo, Eick & Meyers, LLP and constitutes confidential information. However, pursuant to authority given by law or regulation, we may be requested to make certain audit documentation available to City or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Abdo, Eick & Meyers, LLP personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the City. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.



Kyle W. Meyers, CPA is the engagement partner and is responsible for supervising the engagement and signing the report. We expect to begin our audit on approximately May 16, 2011 and to issue our reports no later than June 30, 2011.

Our fee for these services will be as follows:

Audit 2010 Office of the State Auditor's Reporting Form	\$ 27,600 700
Total	\$ 28,300

Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 90 days or more overdue and may not be resumed until your account is paid in full. Amounts not paid within 30 days from the invoice date will be subject to a finance charge of 1 percent per month (12 percent per year). If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2008 peer review report accompanies this letter.

We appreciate the opportunity to be of service to the City and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

ABDO, EICK & MEYERS, LLP
Certified Public Accountants & Consultants

Kyle W. Meyers, CPA Governmental Services Partner

Kyle Meyen

RESPONSE:

This letter correctly sets forth the understanding of the City of North Mankato.

Title:



September 11, 2008

To the Members Abdo, Eick & Meyers, LLP

We have reviewed the system of quality control for the accounting and auditing practice of Abdo, Eick & Meyers, LLP (the firm) in effect for the year ended May 31, 2008. A system of quality control encompasses the firm's organizational structure, the policies adopted and procedures established to provide it with reasonable assurance of conforming with professional standards. The elements of quality control are described in the Statements on Quality Control Standards issued by the American Institute of CPA's (AICPA). The firm is responsible for designing a system of quality control and complying with it to provide the firm reasonable assurance of conforming with professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance with its system of quality control based on our review.

Our review was conducted in accordance with standards established by the Peer Review Board of the AICPA. During our review, we read required representations from the firm, interviewed firm personnel and obtained an understanding of the nature of the firm's accounting and auditing practice, and the design of the firm's system of quality control sufficient to assess the risks implicit in its practice. Based on our assessments, we selected engagements and administrative files to test for conformity with professional standards and compliance with the firm's system of quality control. The engagements selected represented a reasonable cross-section of the firm's accounting and auditing practice with emphasis on higher-risk engagements. The engagements selected included among others, engagements performed in accordance with Government Auditing Standards and audits of Employee Benefit Plans. Prior to concluding the review, we reassessed the adequacy of the scope of the peer review procedures and met with firm management to discuss the results of our review. We believe that the procedures we performed provide a reasonable basis for our opinion.

In performing our review, we obtained an understanding of the system of quality control for the firm's accounting and auditing practice. In addition, we tested compliance with the firm's quality control policies and procedures to the extent we considered appropriate. These tests covered the application of the firm's policies and procedures on selected engagements. Our review was based on selected tests therefore it would not necessarily detect all weaknesses in the system of quality control or all instances of noncompliance with it. There are inherent limitations in the effectiveness of any system of quality control and therefore noncompliance with the system of quality control may occur and not be detected. Projection of any evaluation of a system of quality control to future periods is subject to the risk that the system of quality control may become inadequate because of changes in conditions, or because the degree of compliance with the policies or procedures may deteriorate.

In our opinion, the system of quality control for the accounting and auditing practice of Abdo, Eick & Meyers, LLP in effect for the year ended May 31, 2008, has been designed to meet the requirements of the quality control standards for an accounting and auditing practice established by the AICPA and was complied with during the year then ended to provide the firm with reasonable assurance of conforming with professional standards.

As is customary in a system review, we have issued a letter under this date that sets forth comments that were not considered to be of sufficient significance to affect the opinion expressed in this report.

Brady Martz & Associates, P.C.

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 10F	Department: Administration	Council Meeting Date: 1/3/11		
TITLE OF ISSUE: Res. Authorizing City of North Mankato as Sponsoring Agency for the TH 14 Bike Trail "Transportation Enhancements" Project				
BACKGROUND AND SUPPLEMENTA immediately north of Culver's Restaurar identified as a pending project in the MAC apital Improvement Plan. It is necessa sponsoring agency for the project.	nt, down the Trunk Highway 14 ATAPS update. The project is i	right-of-way to Trunk Highway 169 is ncluded in the 2011-2015 Five-Year		
REQUESTED COUNCIL ACTION: Adoption of the resolution.				
For Clerk's Use:	SUPPORT	ING DOCUMENTS ATTACHED		
Motion By:	Resolution Ordinal	ace Contract Minutes Map		
Vote Record: Aye Preyberg Steiner Norland Schindle Dehen	Other (specify)			
Workshop X Regular Meeting	Refe	e until:		
Special Meeting	Othe	n		

RESOLUTION NO.

Resolution Authorizing the City of North Mankato to Act as Sponsoring Agency for the TH 14 Bike Trail "Transportation Enhancements" Project

WHEREAS, the City of North Mankato submitted a 2012-2015 Enhancement Application to the Minnesota Department of Transportation for the TH 14 Bike Trail Project; and

WHEREAS, the TH 14 Bike Trail is a 1.4-mile multi-purpose bituminous trail running along TH 14 and TH 169 from LorRay Drive to W. Lind Street. The trail would connect upper North Mankato to lower North Mankato. This trail will also provide a connection for trail users in upper North Mankato to access the regional trail system, including the Red Jacket, Sakatah Singing Hills and Minnesota River trails; and

WHEREAS, a trail connection between upper and lower North Mankato has been identified in the recent update of the Mankato Area Transportation and Planning Study (MAPTAS) as a needed improvement to the City of North Mankato's trail system as well as the regional trail system; and

WHEREAS, the proposed project would promote recreational biking and walking through improved connectivity of the trail systems and the links to Mankato and North Mankato regional parks;

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, agrees to act as sponsoring agency for a "Transportation Enhancements" project identified as the TH 14 Bike Trail and has reviewed and approved the project as proposed. Sponsorship includes a willingness to secure and guarantee the local share of costs associated with this project and responsibility for seeing this project through to its completion, with compliance of all applicable laws, rules and regulations;

BE IT FURTHER RESOLVED, that the City Administrator is hereby authorized to act as agent on behalf of the City of North Mankato.

Adopted by the City Council this 3rd day of January 2011.

ATTEST:	Mayor
City Clerk	

CITY OF NORTH MANKATO





Agenda Item # 10G	Department: Administration	Council Meeting Date: 1/3/11		
TITLE OF ISSUE: Res. Agreeing to Ma	intain the TH 14 Bike Trail "T	ransportation Enhancements" Project		
BACKGROUND AND SUPPLEMENTA assume full responsibility for the operati application is enclosed for your reference	ion and maintenance of the trail	sary to adopt this resolution that agrees to should it be constructed. A copy of the		
		If additional space is required, attach a separate sheet		
REQUESTED COUNCIL ACTION: Adoption of the resolution.				
For Clerk's Use:	SUPPORT	ING DOCUMENTS ATTACHED		
Motion By:Second By:	Resolution Ordinar	ice Contract Minutes Map		
Vote Record: Aye Freyberg Steiner Norland Schindle Dehen	Other (specify)	Application.		
Workshop Y Recular Meeting	Refer			
X Regular Meeting Special Meeting	Other	: until:		

RESOLUTION NO.

Resolution Agreeing to Maintain the TH 14 Bike Trail "Transportation Enhancements" Project

WHEREAS, the Federal Highway Administration (FHWA) requires that states agree to operate and maintain facilities constructed with federal transportation funds for the useful life of the improvement and not change the use of right-of-way or property ownership acquired without prior approval from the FHWA; and

WHEREAS, Transportation Enhancements projects receive federal funding from the Surface Transportation Program (STP); and

WHEREAS, the Minnesota Department of Transportation (Mn/DOT) has determined that for projects implemented with enhancement funds, this requirement should be applied to the project proposer; and

WHEREAS, the City of North Mankato is the sponsoring agency for the transportation enhancements project identified as TH 14 Bike Trail;

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, hereby agrees to assume full responsibility for the operation and maintenance of property and facilities related to the TH 14 Bike Trail enhancement project.

Adopted by the City Council this 3rd day of January 2011.

ATTEST:	Mayor
City Clerk	

BOLTON & MENK, INC.

Consulting Engineers & Surveyors

1960 Premier Drive • Mankato, MN 56001-5900 Phone (507) 625-4171 • Fax (507) 625-4177 www.bolton-menk.com

December 30, 2010

Mark Scheidel Area Transportation Department Minnesota Department of Transportation 2151 Bassett Drive Mankato, MN 56001-6888

RE: ATP Federal Funding Application

TH 14 Bike Trail City of North Mankato

BMI Project No.: M12.039564

Dear Mr. Scheidel,

Enclosed is an application for Federal Funding for the above referenced project for the City of North Mankato. Resolutions of sponsorship and agreement to maintain the facility will be sent under separate cover after approval at the next upcoming City Council meeting. Please feel free to contact me with any questions. Thank you.

Sincerely,

BOLTON & MENK, INC.

Brian P. Malm, P.E. Senior Project Manager

Encl.

Ce: Wendell Sande, City Administrator (w/encl.) File (w/encl.)

ATP-7 2012-2015 Project Identification/Reporting Form

Type of Project: (Check Appropriate Category State Trunk Highway Court County Bridge City Bridge Rail/O Off System Bridge Trans	ry) Ity Road Street Grade Crossing sportation Enhancement_x			
City or Township Name <u>City of North Mank</u>	<u>ato</u>			
Sponsoring Agency:				
Name: City of North Mankato				
Address: 1001 Belgrade Avenue, PO Box 2055, North Mankato, MN 56002-2055				
Contact Person/Project Manager (from Spon	soring Agency):			
Name: Brian Malm, P.E.	Title: Senior Project Manager			
Phone: 507-625-4171	Date: 12/30/10			
Years funding will be accepted (Check all years acceptable) 2012 x 2013 x Preferred 2014 x 2015 x Year 2014	Funding \$399,699.52 Federal Funds \$214,838.49 Matching Funds \$614,538.01			
Project Information (as applicable):				
Route Number: N/A Old Bridge Number: N/A Functional Class: N/A				
From: Lor Ray Drive To:	W. Lind Street Length: 1.4 miles			
Or Bridge location:				
Section, Township and Range (for bridges and	roads)			
Legislative District: 23 Cong	gressional District:1_			

Project Description:

The proposed project is a 1.4-mile multi-purpose bituminous trail running along TH 14 and TH 169 from Lor Ray Drive to W. Lind Street. The trail would connect upper North Mankato to lower North Mankato. This trail will also provide a connection for trail users in upper North Mankato to access the regional trail system, including the Red Jacket, Sakatah Singing Hills, and Minnesota River trails.

ATP 7

2012-2015 ENHANCEMENT APPLICATION FORM

APPLICATION INSTRUCTIONS: Attach to this application form no more than ten (10) $8^{-1}/2$ " x 11" pages of written documentation (additional pages can be used for photos, charts, or maps) to respond to priority criteria and project description. Proposals must be in typewritten format. Please submit twelve (12) hard copies of your completed FINAL APPLICATION to: Mark Scheidel, Minnesota Department of Transportation, 2151 Bassett Drive; Mankato, MN 56001.

NOTE. If your overall project contains non-eligible or non-transportation related elements, please mention the entire project in the brief project description, but concentrate the application, budget, etc. on the elements that are eligible and transportation related

Sponsoring Agencies [if sponsoring for another project requestor] are advised to have dialog with the project requestor to ascertain the level of commitment by their requester to follow through on delivery of the project – including the potential use of Eminent Domain.

Sponsoring Agency: City of North Mankato

(Must be County, City 5,000+, State Agency or Federal Agency)

Project Requester: <u>City of North Mankato</u>

(if not County, City 5,000+, State Agency or Federal Agency)

Contact Person: Brian Malm, P.E., Senior Project Manager, Bolton & Menk

507-625-4171, brianma@bolton-menk.com (name/title from Sponsoring Agency)

Mailing Address: 1001 Belgrade Avenue, PO Box 2055

City, State, Zip: North Mankato, MN 56002-2055

County: Nicollet

Phone No: 7 507-625-4141 Fax No: 507-625-4151

(Requester Signature) (Date)

(Sponsoring Agency Engineer Signature) (Date)

Name of Project: TH 14 Bike Trail

Brief Project Description (attach location map):

The proposed project is a 1.4-mile multi-purpose bituminous trail running along TH 14 and TH 169 from Lor Ray Drive to W. Lind Street. The trail will connect upper North Mankato to lower North Mankato. This trail will also provide a connection for trail users in upper North Mankato to access the regional trail system, including the Red Jacket, Sakatah Singing Hills, and Minnesota River trails.

PROJECT BUDGET

Please identify what costs will be incurred to carry out the proposed project, using the following budget categories as a guideline. Where appropriate, break down your costs by units purchased. For example: number of acres, cubic yards of fill, etc. (Attach additional sheet if necessary.)

Cost Estimates are to be submitted in 2011 dollars.

Description	of Work/
-------------	----------

Description of Work/				
Construction Items*	Estimated Q	uantity	Unit Cost	Total Cost
MOBILIZATION TRAFFIC CONTROL CLEAR AND GRUB TREE REMOVE CONCRETE CURB AND GUTTER COMMON EXCAVATION (P) AGGREGATE BASE, CLASS 5 (CV) (P) AGGREGATE SHOULDERING, CLASS 2 TYPE MV4 WEARING COURSE MIXTURE, 2.0" THICKNESS 4' SAFETY RAIL 3-CABLE GUARD RAIL CHAIN LINK FENCE 4" CONCRETE SIDEWALK TRUNCATED DOMES 18" STORM SEWER 18" RC PIPE APRON 30" RC PIPE 30" RC PIPE 30" RC PIPE APRON SEED, FERTILIZER, & MULCH EROSION CONTROL BLANKET CLASS 1 RIP-RAP FOR CONSTRUCTION ENTRANCE SILT FENCE, TYPE PRE-ASSEMBLED	1 0.83 10 11033 1603 267 6413 371 392 6573 87 20 180 10 850 2 5.72 27709 10 8657	S S R E L C C C S L F F F F F A F A R S C L A S C L A S C L A S C L	\$12,000.00 \$6,000.00 \$6,000.00 \$3.50 \$10.00 \$33.00 \$33.00 \$55.00 \$22.00 \$13.50 \$5.00 \$45.00 \$495.00 \$935.00 \$37.40 \$495.00 \$37.40 \$495.00 \$2.20 \$3.00.00 \$3.00.00	\$12,000.00 \$6,000.00 \$4,980.00 \$35.00 \$110,330.00 \$52,899.00 \$8,811.00 \$60,923.50 \$20,405.00 \$8,624.00 \$8,624.00 \$8,735.50 \$435.00 \$900.00 \$6,732.00 \$4,950.00 \$1,870.00 \$17,160.00 \$27,709.00 \$17,160.00 \$17,160.00 \$17,160.00 \$17,160.00 \$17,160.00 \$17,160.00 \$17,160.00 \$17,160.00 \$17,160.00 \$19,045.40
NONE EXPECTED.				40.00
		Line	e B: Total	\$0.00
Administrative Costs (preliminary and construction end DESIGN AND CONSTRUCTION ENGINEERING CITY ADMINISTRATION	gineering and c	continger	ncies)	\$89,932.39 \$24,981.22
		Line	C: Total	\$114,913.61
 Total cost of proposed project: (lines A + B + C) Items not eligible for enhancement funding: (lines Total eligible costs - minimum \$50,000 (line A) Applicant's contribution toward the eligible enhance (Refer to Q4 on Information Page 2.) 	•	costs		\$614,538.01 \$114,913.61 \$499,624.40 \$99,924.88
Total amount requested in enhancement funds (# 3 minus # 4, maximum \$400,000)				\$399,699.52

^{*} Costs for acquisition of scenic easements and scenic or historic sites and preservation of abandoned railway corridors are to be included with Construction Items and not with Right of Way or Land Acquisition.

TRANSPORTATION ENHANCEMENT PRIORITY CRITERIA.

The priority criteria will be used to rank each Enhancement Project Application by a ranking committee which will assign points [maximum points shown below]. The Applicant must address P1 through P7 directly but should also be aware of the potential issues noted in P8 where the ranking committee can make some overall judgments about project feasibility. Clarity, brevity and substance will help the committee give a fair ranking.

P1. Transportation Relationship. Describe how the project relates to surface transportation. (15 points)

A trail connection between upper and lower North Mankato has been identified in the recent update of the Mankato Area Transportation and Planning Study (MATAPS) as a needed improvement to the City of North Mankato's trail system as well as the regional trail system. A former trail which served this purpose, connecting Bluff Park to Lake Street, located along a very steep portion of the bluff was closed several years ago due to frequent landslides. Trail users in upper North Mankato need a connection to lower North Mankato and the regional trail system. The proposed trail will connect upper North Mankato to lower North Mankato. It will also provide a connection to the Mankato/North Mankato trail system connecting Hiniker Pond and Spring Lake Park. A future trail connection crossing TH 169 would provide a link to the Minnesota River trail which connects to the regional trail system, including the Red Jacket and Sakatah Singing Hills trails.

P2. Impact. Describe and quantify (if possible) the social, economic, and environmental effects of the proposed project (how will the project affect your area?). (20 points)

The primary social benefit will be the promotion of recreational biking and walking through improved connectivity of the trail systems and the links to Mankato and North Mankato regional parks (Hiniker Pond and Spring Lake Park).

The primary economic impact of the project will be the creation of jobs as a result of the construction project itself.

The environmental effect of the project is expected to be minimal. The proposed trail will be constructed within existing highway right-of-way and recently acquired parcels. No additional right-of-way or easement needs are anticipated. There are no water quality, noise, wetland, air quality or other environmental impacts expected. Construction site impacts will be mitigated through the use of appropriate BMP's and compliance with NPDES permit requirements.

P3. Public Use/Access. The public must be able to utilize the project. Describe what limitations would restrict public usage/access, including admission fees. Describe the ownership, operation, and maintenance of the proposed project. (9 points)

The trail will be owned and operated by the City of North Mankato, and will be open to the general public for use. No limitations on the use of or access to the trail are anticipated.

P4. Local, Regional, State support. Describe support for the project. This could include a description of coordination with an approved plan, the extent to which public participation was a component of plan development, local commitment, completed project components, etc. (13 points)

This project has been included in the recent update of the Mankato Area Transportation and Planning Study (MATAPS) as a recommended improvement to the regional trail system. The project has also been included in the City of North Mankato's 5-year Capital Improvement Plan. The MATAPS study included several opportunities for public input and the study itself has been adopted by the regional partners (North Mankato, Mankato, Blue Earth County, Nicollet County, and LeSueur County). The City's 5-year CIP is subject to an annual public hearing to solicit public input. Both Mn/DOT and the City of Mankato have provided written support for the project (attached). Supporting resolutions from the City (sponsoring agency) are attached.

P5. Physical Design. Describe how the project will address health, safety, and accessibility issues, and intermodal connections. Address how the project is designed relative to the existing conditions. Use graphics to delineate location, surrounding land uses, and project layout. (13 points)

The following paragraph, taken from the MATAPS study, discusses the alternatives considered for the location of a trail connecting upper North Mankato to lower North Mankato:

"A facility parallel to US 14 between the MN River Trail and CSAH 13/Lor Ray Drive is one alternative. This route would connect well with the more developed trail system on the north side of North Mankato as well as the MN River Trail. Although it is not centrally located in the City and is perhaps, impractical for commuting, it would have relatively flatter grades than other routes, and would connect well with the proposed transit facility on Commerce Drive. Lee Boulevard is more centrally located, but has limited right-of-way and steep grades. Lookout Drive is less centrally located than Lee Boulevard and also has limited right-of-way and steep grades."

Based on the challenges involved with the Lee Boulevard and Lookout Drive routes the TH 14 route was selected as the preferred alternative.

The proposed trail will be designed in accordance with State Aid Minimum Geometric Standards including the State Aid Minimum Bicycle Path Standards, the MMUTCD, and the Americans with Disabilities Act.

The trail would be 12-feet wide with an 8-foot bituminous section and a 2-foot turf shoulder on each side. The length from start to end would be 7214 feet (1.4 miles). An important aspect of this design is that the trail will be within MN/DOT right-of-way and therefore the trail users must be separated from the highway traffic. It must be made clear to the trail users and highway motorists that there is this separation. To do this there will be a chain link fence or another physical barrier separating the trail from the roadway when it is within MN/DOT right-of-way.

The change of elevation from the beginning of the trail to the end is considerable, so the grade of the trail is of importance. The maximum grade recommended in the "MN/DOT Bikeway Facility Design Manual" is 5 percent and sustained grades are recommended to be around 3 percent. Although 5 percent is the recommended maximum grade this may be exceeded in areas where needed, as long as it is not sustained for long stretches of trail. Keeping this in mind along with the large change in elevation over the course of the trail, there may be some areas, although short, that may have grades in excess of 5 percent. The majority of the trail, however, will be at grades between 2 and 5 percent. A primary goal during the design phase will be to design a trail profile with vertical grades less than 5 percent.

In some cases the trail encroaches into the roadside clear zone of the highway. Roadside clear zone is the distance from the edge of the travel lane, which should be free of any non-traversable hazard such as steep slopes or fixed objects. It is important to keep steep slopes and fixed objects out of the clear zone in order to allow cars that run off the road to recover or come to a safe stop. The clear zone distances are based on roadway geometry, design speed, radius of horizontal curvature, and average daily traffic (ADT).

MN/DOT requires that when constructing trails and other projects along roadways that they are kept outside of the roadside clear zone. In some situations the roadside clear zone may have to be encroached upon, and in those cases it is required that 3-cable guardrail be installed to protect the motorists and users of the trail. The approximate roadside clear zone for the highway was calculated using the formulas and tables from the "MN/DOT Road Design Manual" and can be seen in figures 1 through 6.

The "MN/DOT Bikeway Facility Design Manual" requires that a minimum curve radius of 90 feet be used for a multi-purpose trail such as this. For this specific design a minimum curve radius of 100 feet was used.

Figure Numbers 1-6 show the proposed trail location and design features. Figure Number 7 shows the proposed typical sections for the trail.

Consideration was given to routing the trail further into the bluff line which would provide some separation from TH 14 and would arguably be a more "scenic" route. However, the bluff is very steep and routing the trail here would either necessitate excessive clearing of trees, or excessive cost in building retaining walls. Given the limited funding available, it was determined that such a route is not feasible.

Figures 1-6 also show two alternatives for the route of the trail. Alternate 1 diverts the trail from TH 14 at approximate station 65+00 and connects the trail to W. Lind Street. At this point, trail users could continue along an existing City of Mankato trail to Hinker Pond and ultimately Spring Lake Park. In Alternate 2 the trail continues along TH 14 and TH 169, ending at the intersection of TH 169 and Lind Street.

In both alternatives, future construction of an on or off road trail route would allow trail users to continue east on Lind Street, cross TH 169 and connect with the Minnesota River Trail at the east end of Lind Street. It should be noted that the current signal at TH 169 and Lind Street is not ADA compliant and would need to be upgraded to facilitate an ADA compliant trail route.

Given the logical connection to the Hiniker Pond/Spring Lake Park trail, location alternative 1 is the preferred alternative.

P6. Preservation of Resource. Describe potential loss of an existing resource for the public if the project were not funded. (10 points)

Currently, residents of upper North Mankato do not have a link to the trail system in lower North Mankato, which links to several regional trail and park systems. If the project is not funded, the trail systems will not be linked and the overall trail system in North Mankato and the region will remain incomplete.

P7. Timeline. Provide a detailed project timeline or schedule. This timeline should include all project phases, and identify which parts are the federal fund project request. (5 points)

Assuming funding would be available in FY 2014, the preliminary design and Project Memorandum could be completed in 2013, and detailed project design could be completed by April 2014. Bidding could take place in May or June of 2014, and construction could be completed by October 2014.

- P8. Project Feasibility and Other Factors. This ranking criteria is not to be addressed specifically by the applicant, but will be rated using information provided throughout the application. It is an opportunity for the ranking team members to make judgments about the application in consideration of factors other than those specifically named in the P1 through P7 Priority Criteria including, but not limited to:
 - · communication between sponsor and requester entities
 - · explanation of trail connections and trail gaps
 - · communication with landowners on proposed use of land
 - · explanation of obvious needed later phases or special maintenance needs
 - · evidence of commitment despite potential opposition
 - · resolution of federal issues [ADA, environmental, cultural, etc.]
 - · collaborations with other jurisdictions
 - · geographic area or eligible activity that has received little enhancement funding
 - sponsor's previous history with enhancement project implementation

[15 points]

Changes to a project (scope, timeline, cost), after being programmed by the ATP, will require review by the ATP Enhancement Subcommittee. Such changes may result in one or more of the following:

- Federal funding for the project may be limited to the amount programmed.
- The project may need to be resubmitted for ranking and funding prioritization.
- The project may be dropped from the program, if changes are significant.

Resolution of Sponsorship from Sponsoring Agency

WHEREAS: the Minnesota Departimplemented with enhancement fund WHEREAS: (City, County or Agency Nam transportation enhancements projet THEREFORE BE IT RESOLVED THAT the operation and maintenance of pro-	
WHEREAS: the Minnesota Departimplemented with enhancement fund WHEREAS: (City, County or Agency Name transportation enhancements project THEREFORE BE IT RESOLVED THAT the operation and maintenance of project I hereby certify that the foregoing resolution (City, County or Agency Name)	ment of Transportation (Mn/DOT) has determined that for project s, this requirement should be applied to the project proposer; and is the sponsoring agency for the entire determined as is the sponsoring agency hereby agrees to assume full responsibility operty and facilities related to the aforementioned enhancement project. CERTIFICATION olution is a true and correct copy of a resolution adopted by on this day of 20
WHEREAS: the Minnesota Departimplemented with enhancement fund WHEREAS: (City, County or Agency Nam transportation enhancements projet THEREFORE BE IT RESOLVED THAT the operation and maintenance of pro-	nent of Transportation (Mn/DOT) has determined that for project s, this requirement should be applied to the project proposer; and is the sponsoring agency for the et identified as It the sponsoring agency hereby agrees to assume full responsibility operty and facilities related to the aforementioned enhancement project. CERTIFICATION colution is a true and correct copy of a resolution adopted by
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Program (STP); and WHEREAS: the Minnesota Departimplemented with enhancement fund WHEREAS:	ment of Transportation (Mn/DOT) has determined that for projes, this requirement should be applied to the project proposer; and is the sponsoring agency for the
Program (STP); and WHEREAS: the Minnesota Departs	ment of Transportation (Mn/DOT) has determined that for proje
	ment projects receive federal funding from the Surface Transporta
facilities constructed with federal tran	ministration (FHWA) requires that states agree to operate and main sportation funds for the useful life of the improvement and not change ship acquired without prior approval from the FHWA; and
Α	greement to Maintain Facility
(Title) (Date)	(Title) (Date)
(Signature)	(Signature)
SIGNED:	WITNESSED:
(City, County or Agency Name)	on this day of 20
I hereby certify that the foregoing res	olution is a true and correct copy of a resolution adopted by
	CERTIFICATION
agent on behalf of this sponsoring	is hereby authorized to act a gency. (Name of Primary Contact Person)
Be it further resolved that	
the local share of costs associated v completion, with compliance of all ap	with this project and responsibility for seeing this project through to plicable laws, rules and regulations.
reviewed and approved the project as the local share of costs associated v completion, with compliance of all ap	plicable laws, rules and regulations.

Brian Malm

From: Michael Fischer [michaelf@northmankato.com]
Sent: Tuesday, December 14, 2010 10:39 AM

To: Prion Molm

To: Brian Malm

Subject: FW: Letter of Support

From: Vogel, Paul [mailto:pvogel@city.mankato.mn.us]

Sent: Tuesday, December 14, 2010 10:09 AM

To: Michael Fischer

Subject: Letter of Support

The City of Mankato supports the efforts of the City of North Mankato to extend a trail from Loray Boulevard to the West Lind Street/Hiniker Pond area in Mankato (Trunk Highway 14 Bike Trail)

The cities of North Mankato and Mankato have a long standing effort to coordinate trail improvements that link the trail systems in both cities. These efforts including improved connections along the Minnesota River Trail which connects into the Kiwanis Park Recreational Area in Mankato. The two cities have recently partnered in the development of the draft Mankato Area Transportation and Planning Study 2010, which is an update of the regional transportation plan. The plan contains a component for non motorized transportation that includes critical trail linkages and future improvements.

The two cities have coordinated efforts in the design of the Trunk Highway 14 Bike Trail, specifically the easterly terminus. The two cities examined a design that would link the proposed trail to the existing trail system contained in the City of Mankato's Hiniker Pond Park. The trail system in Hiniker Pond Park connects to the trail system in Spring Lake Park in North Mankato. Both parks are classified as major community parks for the region. In the future, both cities will coordinate with MnDOT in identifying a safe and accessible crossing of Highway 169 in order to connect to the Minnesota River Trail. The connection of the proposed trail into the existing trail systems in the two regional parks affords greater flexibility in identifying the future crossing of Highway 169.

Paul Vogel
Director of Community Development
City of Mankato
P.O. Box 3368
Mankato, MN 56002-3368
(507) 387-8613 Work
(507) 387-6845 Fax
(507) 340-3733 Mobile
http://www.ci.mankato.mn.us/

Leading the Way as a Prosperous Diverse Regional Community *Responsive *Efficient *Greater Good *Innovative *Open *Neighborly

Brian Malm

From: Fiygare, Marc (DOT) [Marcus.Flygare@state.mn.us]

Sent: Friday, December 10, 2010 3:07 PM

To: Brian Malm

Cc: Scheidel, Mark (DOT)
Subject: North Mankato Trail

MNDOT supports constructing the proposed trail within the Highway 14 right of way from LorRay Drive to the trail system near Hiniker Pond in lower North Mankato.

Some considerations in our support:

Given the narrow width between the highway and the toe of the bluff in some areas, the trail will present some construction challenges; obviously, any cutting into the bluff slope will cause concern for erosion.

For safety reasons, a fence will be required between the trail and the highway.

At those points where the trail is within the highway "clear zone" an approved guardrail will be necessary.

MNDOT does not have continuous lighting on Hwy 14; consideration should be given to lighting.

The trail will have to be in accordance with applicable regulations and standards (such as ADA).

Marcus Flygare District Traffic & Land Management Engineer Mankato District 7 507-304-6160



Alternatives:

A signalized intersection with bicycle treatments (e.g., signage, striping) is needed to cross Madison Avenue. Long Street is a candidate street, which is signalized and connects directly to Key Park, which in turn is adjacent to the Madison East Center. Adams Street then becomes a logical west/east connection in the River Hills Mall. South of Madison Avenue, Fair Street and Belle Avenue/Bassett Drive are candidate routes.

Recommendations

- Study candidate River Hills Mall routes and engage the neighborhood and bicycling community.
- Designate Adams as the primary bicycle route north of and parallel to Madison Avenue that connects with the River Hills Mail. As the primary route, it would receive a higher level of investment such as an off-street path, bicycle parking, and/or landscaping treatments.
- Designate a secondary route south of and parallel to Madison Avenue. As a secondary route, it would receive a lower level of investment that might include things like "Share the Road" signs.
- Identify locations for centralized bicycle storage/parking near major destinations throughout the Madison Avenue area commercial district, including bus connections at River Hills Mall and/or Madison East Center.
- Implement appropriate short-term treatment(s) identified in study that might include such things as signage and management of curbside uses.
- Design and schedule implementation of any long-term capital improvements as determined by study.

Lower North Mankato to Upper North Mankato

The bluff that separates lower North Mankato from upper North Mankato presents challenges to bicycle connections. It is also one that emphasizes the importance of making connections between the transit system and the bicycle network. Riders traveling from Mankato to areas in North Mankato north of US 14 could put their bicycle on a bus, ride to the top of the hill, and then continue their journey from there.

Alternatives:

A facility parallel to US 14 between the Minnesota River Trail and CSAH 13/Lor Ray Drive is one alternative. This route would connect well with the more developed trail system on the north side of North Mankato as well as the Minnesota River Trail. Although it is not centrally located in the City, and is perhaps impractical for commuting, it would have relatively flatter grades than other routes and would connect well with the proposed transit facility on Commerce Drive. Lee Boulevard is more centrally located, but has limited right-of-way and steep grades. Lookout Drive is less centrally located than Lee Boulevard and also has limited right-of-way and steep grades.



Recommendations

- Implement a bicycle connection from the riverfront trail adjacent to US 14 ROW to CSAH 13/Lor Ray Drive.
- Incorporate a bicycle facility or route on Lookout Drive or Lee Boulevard.
- Identify a transfer point between bicycling and the bus route that serves upper North Mankato. Incorporate bicycle parking/storage facilities at this location and investigate opportunities for additional bike storage on board buses.

Warren Street / Downtown / Riverfront Connection

Conditions require improvement where the Glenwood bicycle path enters downtown at Warren. Currently, Warren and Cherry Street are one-way pairs and there is no bicycle path or lane. Sidewalks are not appropriate for bicycle use in a downtown commercial district setting. Identifying a clear path connecting with the riverfront and with a Crosstown Route are essential in creating safe, comfortable and continuous bicycle connections.

Alternatives:

Alternatives include investigating making Warren a two-way street, incorporating bicycle lanes connecting to the riverfront via Poplar Street. Another is to incorporate a one-way pair of bicycle lanes on Warren and Cherry.

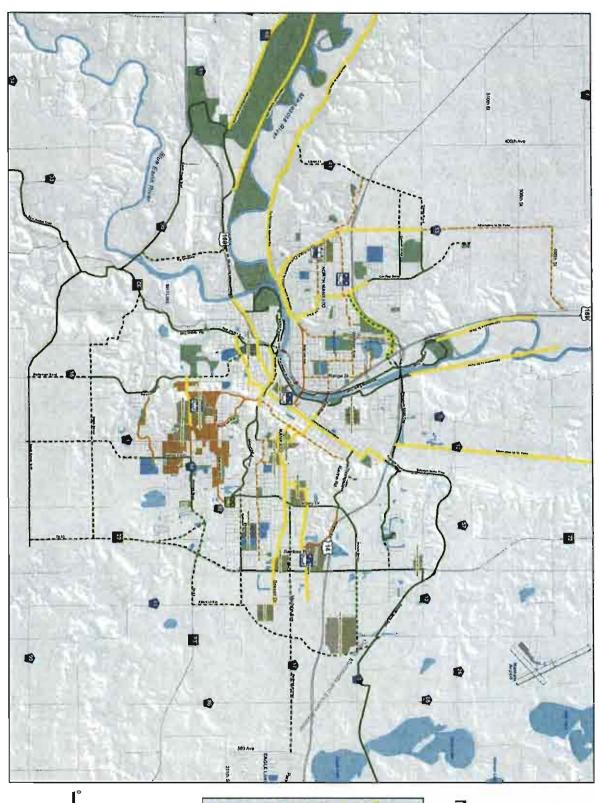
Recommendations

- > Implement recommendations of traffic study in this area and designate a future bicycle design solution.
- Incorporate short-term improvements including wayfinding signage.

Regional Trail Connections

MATAPS 2035 endorses the effort to create a non-motorized regional trail connecting communities along the Minnesota River – specifically, Mankato to St. Peter. This regional trail would connect to existing local trails and routes in Mankato and North Mankato. There are several alternatives for locating the regional trail including:

- West of the river on the bluff
- West of the river US 169 area
- East of the river Railroad corridor area
- East of the river CSAH 5 area
- East of the river MN 22 area
- · Or, a combination of these areas





Proposed Non-Motorized System Plan



Sources: Mn/DOT, MN DNR, Counties: City of Mankato; City of North Mankato

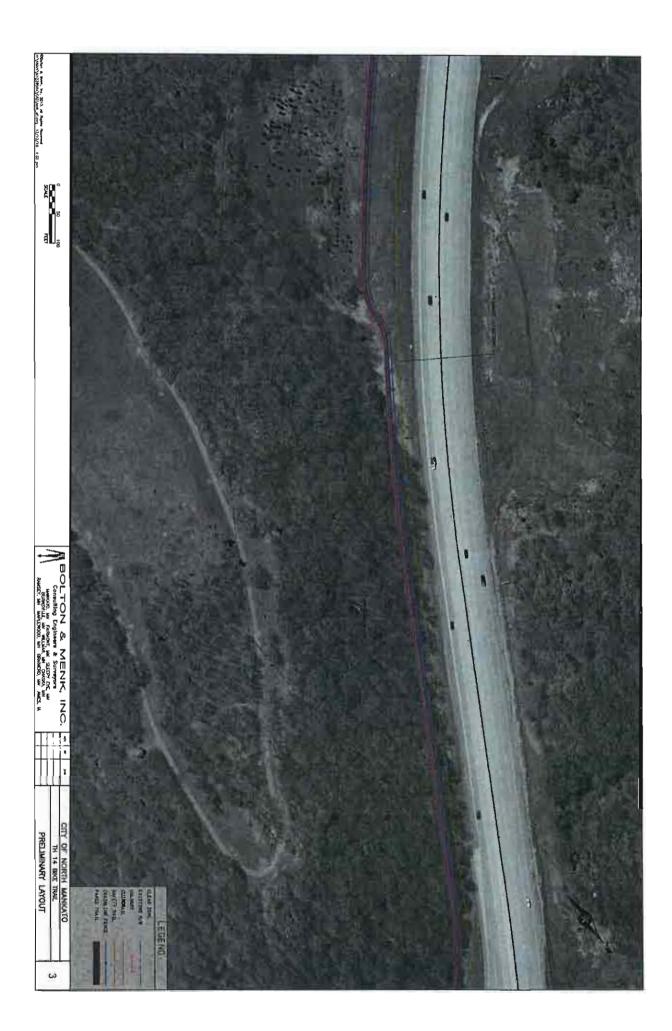
September 2010

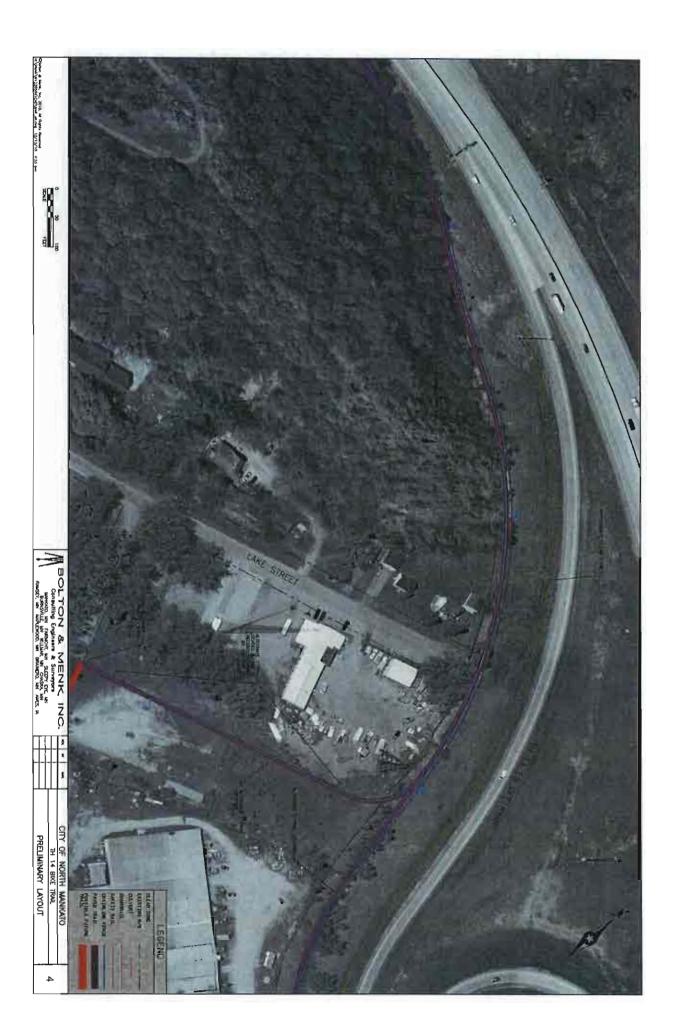
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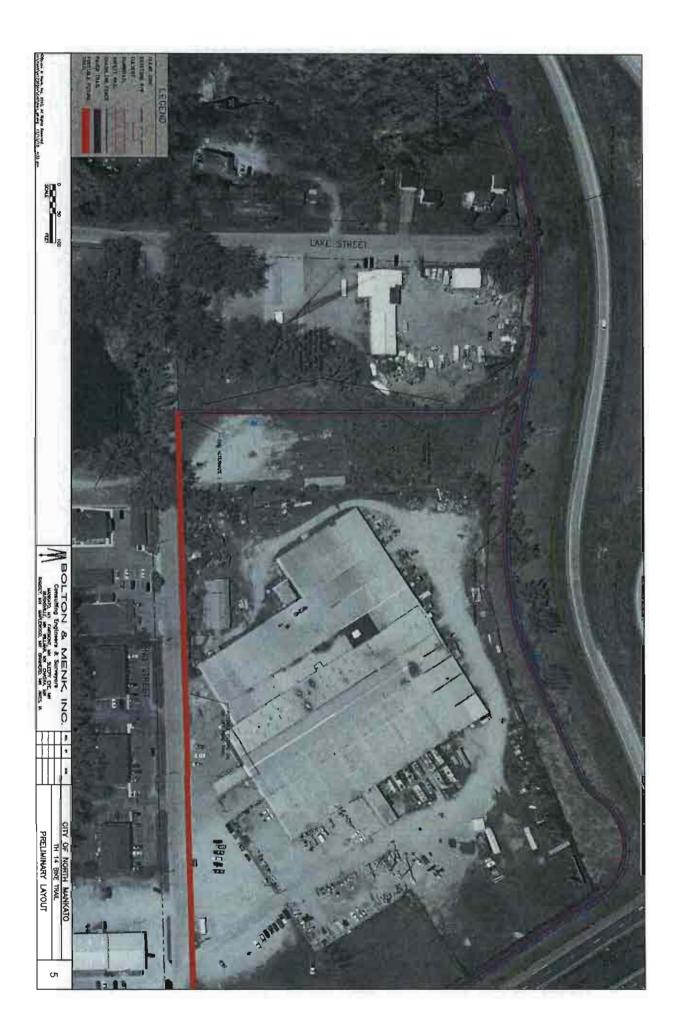
Figure 5-3

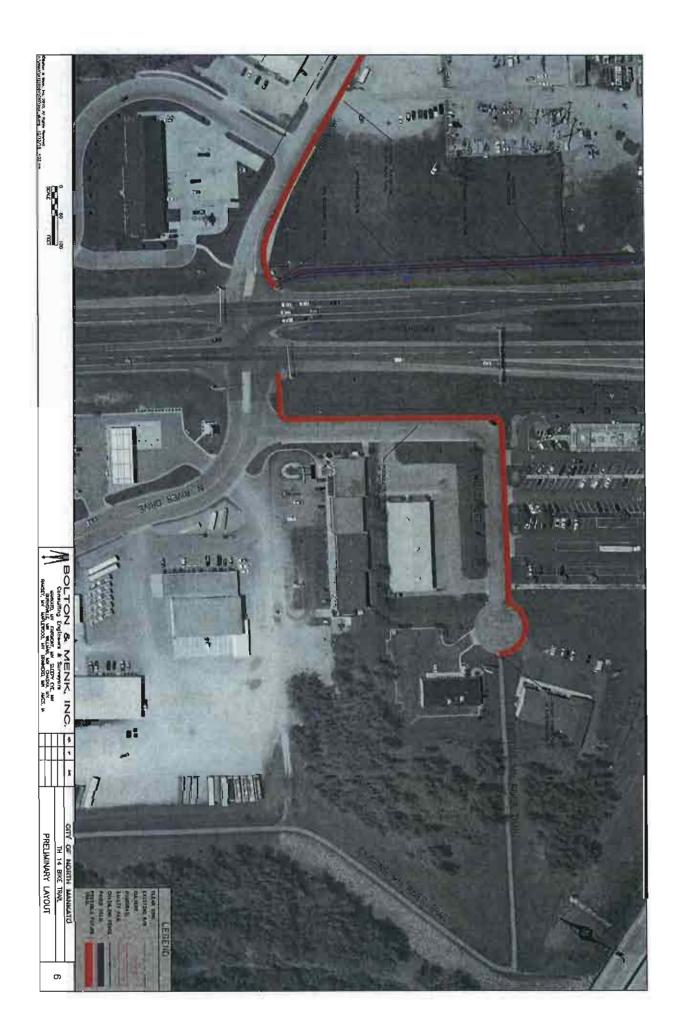












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ı	BURNSVILLE, NN. WILLMAR, MN. CHASKA, MN

CITY OF NORTH MANKATO





Agenda Item # 10H	Department: Administration	Council Meeting Date: 1/3/11		
TITLE OF ISSUE: Res. Authorizing City of North Mankato as Sponsoring Agency for the Northridge Ravine Restoration "Transportation Enhancements" Project				
BACKGROUND AND SUPPLEMENTAL INFORMATION: In prior construction years, initial phases of the ravine stabilization leading southwesterly from the intersection of Trunk Highway 14 and Lookout Drive have been completed. The current Five-Year Capital Improvement Plan calls for an additional project to extend the area to be stabilized. It is necessary for the City to agree to act as the sponsoring agency for this enhancement project for submission to the Area Transportation Partnership.				
		If additional space is required, attach a separate sheet		
REQUESTED COUNCIL ACTION: Adoption of the resolution.				
For Clerk's Use:	SUPPORT	ING DOCUMENTS ATTACHED		
Motion By: Second By: Vote Record: Aye Preyberg Steiner Norland Schindle Dehen	Resolution Ordina X Other (specify)	nce Contract Minutes Map		
Workshop X Regular Meeting Special Meeting	Refe	e until:		

RESOLUTION NO.

Resolution Authorizing the City of North Mankato to Act as Sponsoring Agency for the Northridge Ravine Restoration "Transportation Enhancements" Project

WHEREAS, the City of North Mankato submitted a 2012-2015 Enhancement Application to the Minnesota Department of Transportation for the Northridge Ravine Restoration Project; and

WHEREAS, the Northridge Ravine complex conveys stormwater runoff from a large watershed which includes residential and commercial development, agricultural land, City and County roads, and a large section of T.H. 14; and

WHEREAS, currently the ravine is experiencing stream bank erosion due to the high energy flows; and

WHEREAS, the proposed project would stabilize the ravine from further erosion through the installation of buried storm sewer pipe and restore the ravine to a more natural state;

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, agrees to act as sponsoring agency for a "Transportation Enhancements" project identified as the Northridge Ravine Restoration and has reviewed and approved the project as proposed. Sponsorship includes a willingness to secure and guarantee the local share of costs associated with this project and responsibility for seeing this project through to its completion, with compliance of all applicable laws, rules and regulations;

BE IT FURTHER RESOLVED, that the City Administrator is hereby authorized to act as agent on behalf of the City of North Mankato.

Adopted by the City Council this 3rd day of January 2011.

	Mayor
ATTEST:	
City Clerk	

CITY OF NORTH MANKATO REQUEST FOR COUNCIL ACTION



Agenda Item # 10I	Department:	Administration	Council Meeting Date: 1/3/11	
TITLE OF ISSUE: Res. Agreeing to Maintain the Northridge Ravine Restoration "Transportation Enhancements" Project				
BACKGROUND AND SUPPLEMENTA	ion and main		ect should it be constructed. A copy of the	
REQUESTED COUNCIL ACTION: A	doption of the			
For Clerk's Use:		SUPPORT	ING DOCUMENTS ATTACHED	
Motion By: Second By:		Resolution Ordinan	ce Contract Minutes Map	
Vote Record: Aye Nay Freyberg		Other (specify)	Application.	
Steiner Norland				
Schindle				
Dehen				
Workshop		Refer	to:	
X Regular Meeting		Table	until:	
Special Meeting		Other		

RESOLUTION NO.

Resolution Agreeing to Maintain the Northridge Ravine Restoration "Transportation Enhancements" Project

WHEREAS, the Federal Highway Administration (FHWA) requires that states agree to operate and maintain facilities constructed with federal transportation funds for the useful life of the improvement and not change the use of right-of-way or property ownership acquired without prior approval from the FHWA; and

WHEREAS, Transportation Enhancements projects receive federal funding from the Surface Transportation Program (STP); and

WHEREAS, the Minnesota Department of Transportation (Mn/DOT) has determined that for projects implemented with enhancement funds, this requirement should be applied to the project proposer; and

WHEREAS, the City of North Mankato is the sponsoring agency for the transportation enhancements project identified as Northridge Ravine Restoration;

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, hereby agrees to assume full responsibility for the operation and maintenance of property and facilities related to the Northridge Ravine Restoration enhancement project.

Adopted by the City Council this 3rd day of January 2011.

A MODELICA	Mayor	
ATTEST:		
City Clerk		



BOLTON & MENK, INC.

Consulting Engineers & Surveyors

1960 Premier Drive • Mankato, MN 56001-5900 Phone (507) 625-4171 • Fax (507) 625-4177 www.bolton-menk.com

December 30, 2010

Mark Scheidel Area Transportation Department Minnesota Department of Transportation 2151 Bassett Drive Mankato, MN 56001-6888

RE: ATP Federal Funding Application

Northridge Ravine Stabilization

City of North Mankato

BMI Project No.: M19.101800

Dear Mr. Scheidel,

Enclosed is an application for Federal Funding for the above referenced project for the City of North Mankato. Resolutions of sponsorship and agreement to maintain the facility will be sent under separate cover after approval at the next upcoming City Council meeting. Please feel free to contact me with any questions. Thank you.

Sincerely,

BOLTON & MENK, INC.

Brian P. Malm, P.E. Senior Project Manager

Encl.

Cc: Wendell Sande, City Administrator (w/encl.)

File (w/encl.)

ATP-7 2012-2015 Project Identification/Reporting Form

County Bridge City Bridge	County Road City Street Rail/Grade Crossing Transportation Enhancement	entx
Sponsoring Agency:		
Name: City of North Mankato		
Address: 1001 Belgrade Avenue, PO Box	2055, North Mankato, MN	56002-205 <u>5</u>
Contact Person/Project Manager (from S	Sponsoring Agency):	
Name: Brian Malm, P.E.	Title: Senior Project	Manager
Phone: 507-625-4171	Date: 12/30/10	
Years funding will be accepted (Check all years acceptable) 2012x2013x Preferred 2014x2015x Year2012	Funding Federal Funds Matching Funds Total Cost	\$400,000.00 \$1,164,314.00 \$1,564,314.00
Route Number:N/AOld Bridge Num	nber:N/AFunctional (Class:N/A
From:To):	Length:
Or Bridge location:		
Section, Township and Range (for bridges	and roads)	
Legislative District: 23	_Congressional District:	1
Project Description:		
The Northridge ravine complex conveys stormward commercial development, agricultural land, City a residential and commercial watershed area is se treatment and rate control. However, much of the ravine complex without stormwater treatment bank erosion due to the high energy flows. The through the installation of buried storm sewer pipers.	and County roads, and a large solved by upland stormwater pongle roadway watershed area, incut or rate control. Currently the reproposed project would stabilize	section of TH 14. Much of the ds which provide stormwater luding TH 14, drains directly to avine is experiencing stream the ravine from further erosion
Revised October 2010		

ATP 7

2012-2015 ENHANCEMENT APPLICATION FORM

APPLICATION INSTRUCTIONS: Attach to this application form no more than ten (10) 8 1/2" x 11" pages of written documentation (additional pages can be used for photos, charts, or maps) to respond to priority criteria and project description. Proposals must be in typewritten format. Please submit twelve (12) hard copies of your completed FINAL APPLICATION to: Mark Scheldel, Minnesota Department of Transportation, 2151 Bassett Drive; Mankato, MN 56001.

NOTE. If your overall project contains non-eligible or non-transportation related elements, please mention the entire project in the brief project description, but concentrate the application, budget, etc. on the elements that are eligible and transportation related

Sponsoring Agencles [if sponsoring for another project requestor] are advised to have dialog with the project requestor to ascertain the level of commitment by their requester to follow through on delivery of the project - including the potential use of Eminent Domain.

Sponsoring Agency:

City of North Mankato

(Must be County, City 5,000+, State Agency or Federal Agency)

Project Requester:

City of North Mankato

(if not County, City 5,000+, State Agency or Federal Agency)

Contact Person:

Brian Malm, P.E., Senior Project Manager, Bolton & Menk

507-625-4171, brianma@bolton-menk.com (name/title from Sponsoring Agency)

Mailing Address:

1001 Belgrade Avenue, PO Box 2055

City, State, Zip:

North Mankato, MN 56002-2055

County:

Nicollet

Phone No:

Fax No:

/2-28-2010 (Date) 12/30/10 (Date)

Fig (Sponsoring Agency Engineer Signature)

Name of Project:

Northridge Ravine Stabilization

Brief Project Description (attach location map):

The Northridge ravine complex conveys stormwater runoff from a large watershed which includes residential and commercial development, agricultural land, City and County roads, and a large section of TH 14. Much of the residential and commercial watershed area is served by upland stormwater ponds which provide stormwater treatment and rate control. However, much of the roadway watershed area, including TH 14, drains directly to the rayine complex without stormwater treatment or rate control. Currently the ravine is experiencing stream bank erosion due to the high energy flows. The proposed project would stabilize the ravine from further erosion through the installation of buried storm sewer pipe and restore the ravine to a more natural state.

PROJECT BUDGET

Please identify what costs will be incurred to carry out the proposed project, using the following budget categories as a guideline. Where appropriate, break down your costs by units purchased. For example: number of acres, cubic yards of fill, etc. (Attach additional sheet if necessary.)

Cost Estimates are to be submitted in 2011 dollars.

Description of Work

Construction Items*	Estimated Quantity	Unit Cost	Total Cost
Mobilization	1 LS	\$17,250.00	\$17,250.00
Clear and Grub Trees	1 LS	\$17,250.00	\$17,250.00
Clay Borrow	57,000 CY	\$6.90	\$393,300.00
Storm Sewer Pipe and Structures	2,000 LF	\$400.00	\$800,000.00
Rip Rap	600 Ton	\$58.00	\$34,800.00
Turf Establishment	1 LS	\$9,200.00	\$9,200.00

Line A: Total \$1,271,800.00

Right of Way or Land Acquisition (appraisal fees, legal fees, etc.)* None expected.

Line B: Total \$0.00

Administrative Costs (preliminary and construction engineering and contingencies)

Design and Construction Engineering \$228,924.00 City Administration and Legal \$63,590.00

Line C: Total \$292,514.00

1.	Total cost of proposed project: (lines A + B + C)	\$ 1,564,800.00
2.	Items not eligible for enhancement funding: (lines B + C)	\$ 292,514.00
3.	Total eligible costs - minimum \$50,000 (line A)	\$ 1,271,800.00
4.	Applicant's contribution toward the eligible enhancement project costs	\$ 871,800.00
	(Refer to Q4 on Information Page 2.)	
5.		\$ 400,000.00

^{*} Costs for acquisition of scenic easements and scenic or historic sites and preservation of abandoned railway corridors are to be included with Construction Items and not with Right of Way or Land Acquisition.

APPLICATION PAGE 2

Resolution of Sponsorship from Sponsoring Agency

Be it resolved that _	(City, County or Agency		agrees to act as sponsoring
agency for a "Trans reviewed and approv the local share of co	portation Enhancements" proje ved the project as proposed. Sp	ct identified as consorship includes a willi ct and responsibility for s	and hat ingness to secure and guarante eeing this project through to it
Be it further resolve agent on behalf of t	d that his sponsoring agency. (Nam	ne of Primary Contact Person)	ls hereby authorized to act as
	CERT	IFICATION	
I hereby certify that	the foregoing resolution is a tru	ie and correct copy of a re	esolution adopted by
(City, County or Agency	Name)	on this	day of 20
SIGNED:		WITNESSED:	
(Signature)		(Signature)	
(Title)	(Date)	(Title)	(Date)
WHEREAS: Transper Program (STP); and WHEREAS: the Mi implemented with er	or property ownership acquired ortation enhancement projects innesota Department of Transhancement funds, this require	without prior approval from the receive federal funding the receive federal funding the receive federal funding the receive federal for the received for applied to the received federal feder	from the Surface Transportations s determined that for project the project proposer; and
WHEREAS: (City, Coltransportation enhancement)	unty or Agency Name) ancements project identified a	is the	sponsoring agency for the
			s to assume full responsibility fo nentioned enhancement projec
	CERI	<u>IFICATION</u>	
I hereby certify that	the foregoing resolution is a tru	ue and correct copy of a r	esolution adopted by
(City, County or Agency	Name)	on this	day of 20
SIGNED:		WITNESSED:	
(Signature)		(Signature)	<u> </u>
(Title)	(Date)	(Title)	(Date)

TRANSPORTATION ENHANCEMENT PRIORITY CRITERIA.

The priority criteria will be used to rank each Enhancement Project Application by a ranking committee which will assign points [maximum points shown below]. The Applicant must address P1 through P7 directly but should also be aware of the potential issues noted in P8 where the ranking committee can make some overall judgments about project feasibility. Clarity, brevity and substance will help the committee give a fair ranking.

P1. Transportation Relationship. Describe how the project relates to surface transportation. (15 points)

The portion of the Northridge Ravine proposed for improvement receives stormwater discharge from an 829-acre watershed. Approximately 459-acres of the watershed (55%) flows to upland stormwater treatment and rate control ponds prior to discharge into the Northridge Ravine. The remaining watershed, 370-acres (45%) flows directly to the ravine without any stormwater treatment or rate control.

Of the 370-acre untreated area, 118-acres (32%) of it is roadway right-of-way. TH 14 accounts for 73.6-acres (20%) of this area. Most of these untreated roadways were constructed in the 1960's-1980's when stormwater treatment and rate control were not a high priority. Stormwater flows this roadway right-of-way are contributing to erosion and the deterioration of the Northridge Ravine and the pollution of the Minnesota River. This is a qualifying transportation relationship as the proposed project will provide environmental mitigation to address water pollution due to highway runoff.

P2. Impact. Describe and quantify (if possible) the social, economic, and environmental effects of the proposed project (how will the project affect your area?). (20 points)

The Northridge Ravine Restoration project will provide many social, economic and environmental benefits. From a social standpoint, the project will make a statement as to the impact of past shortsightedness when developing transportation projects and not dealing with long term environmental impacts of such projects. Management of storm water runoff can prevent negative downstream impacts and as a society, we are just coming to grips with some of the costs associated with neglecting these issues. In addition, the possibility of the future addition of a pedestrian/bike trail, along with park benches and interpretive signs will allow the ravine to be used as an environmental and natural education area with respect to wildlife, plant life, and water quality.

This project will have several economic impacts. By restoring the ravine, numerous wash outs will be repaired thereby significantly decreasing the threat of future erosion to many adjacent properties. The construction of this restoration project will also provide economic benefits in the form of construction related jobs.

The environmental benefits will be significant. Stormwater runoff from the 370-acre non-treated watershed area flows directly to the ravine without any stormwater treatment or rate control. These unchecked, high energy flows cause stream bank erosion within the ravine. Recent calculations estimate the entire Northridge Ravine watershed contributes approximately 370 tons of sediment to the Minnesota River each year due to stream bank erosion within the ravine. Stabilizing the ravine by directing the stormwater through storm sewer piping will significantly reduce the amount of erosion within the ravine system and reduce the amount of sediment being transported to the Minnesota River.

P3. Public Use/Access. The public must be able to utilize the project. Describe what limitations would restrict public usage/access, including admission fees. Describe the ownership, operation, and maintenance of the proposed project. (9 points)

The primary goal of the Northridge Ravine Restoration project will be to stabilize the erosion in a major ravine and manage storm water flows. Storm water flows are generated by the public due to residential and commercial development and the corresponding impervious surfaces that are generated by the roadways, parking lots, and buildings built as a result of such development. The facility will be used and accessed by the public by directing the stormwater flows generated by public development to the facility. While this use is somewhat indirect, it is certainly a public use of the project.

In addition, the restoration of the ravine as proposed will facilitate a more direct use of the facility through the possibility of the future addition of a pedestrian/bike trail, along with park benches and interpretive signs, allowing public access for hiking/biking and enjoying the quiet atmosphere of the ravine and surrounding area.

P4. Local, Regional, State support. Describe support for the project. This could include a description of coordination with an approved plan, the extent to which public participation was a component of plan development, local commitment, completed project components, etc. (13 points)

The City of North Mankato, Nicollet County and the Mn/DOT at District 7 have discussed the need for this improvement for several years. This project is an integral part of the City's overall plan to restore key ravines. The City started this project in the year 2000 by stabilizing the upper 300-ft of the Northridge Ravine. The City has also stabilized nearly 9,000-ft of ravine heads directly flowing to the main Northridge Ravine as well as thousands of feet in other areas of the City over the past 15 years. Supporting resolutions from the City (sponsoring agency) are attached.

P5. Physical Design. Describe how the project will address health, safety, and accessibility issues, and intermodal connections. Address how the project is designed relative to the existing conditions. Use graphics to delineate location, surrounding land uses, and project layout. (13 points)

As stated previously, the primary purpose of this project is to stabilize the erosion in the ravine due to storm water runoff originating from the adjacent areas, including the Trunk Highway 14 highway rightof- way. The proposed improvements include the installation of storm sewer pipes in the ravine ranging in size from 72 inches to 90 inches in diameter. Clay borrow material would be used to cover the pipe and create an improved open channel that would carry storm water flows in excess of the pipe capacity. Clearing and grubbing of some of the trees would be required to allow the placement of the clay fill. The disturbed areas within the restored ravine would be restored with topsoil and seed. Rip-rap check dams would also be utilized where additional erosion control measures are required. An improved trail system is proposed as a future improvement, but is not a part of this application. Such a trail could be developed in the future as the ravine restoration progresses downstream. A location map (Figure No. 1) is attached, showing the project layout, and the proposed limits of Phase One of the improvements. Figure No. 1 also shows the proposed typical section for the ravine restoration. Figure No. 2 shows the watershed area for the Northridge Ravine. Figures 3 & 4 show the portions of the watershed that are currently treated and un-treated. Also attached are photographs of ravines that have been restored in recent years using designs similar to that proposed for this project.

P6. Preservation of Resource. Describe potential loss of an existing resource for the public if the project were not funded. (10 points)

Portions of the Northridge Ravine are experiencing severe erosion and the condition and stability of the ravine continues to deteriorate every year. If this phase of the project is funded, a significant portion of the ravine will be stabilized. The restoration will protect the areas adjacent to the ravine and significantly reduce the sedimentation entering the Minnesota River. A by-product of the project would be the preservation of the wooded area surrounding the ravine for the benefit of wildlife habitat and the enjoyment of hikers and naturalists. Failure to fund the project will result in continued erosion within the ravine, the loss of wooded ravine slopes, and the continued discharge of sediment from stream bank erosion to the Minnesota River.

P7. Timeline. Provide a detailed project timeline or schedule. This timeline should include all project phases, and identify which parts are the federal fund project request. (5 points)

Because of the size of the ravine and the scope of improvements required, it is proposed that restoration of the entire Northridge Ravine System be divided into four phases that are feasible to accomplish. The first phase of the improvements would restore approximately 2,000 linear feet of ravine. Assuming funding would be available in FY 2012, it is desired to have Phase One finished by the fall of the year 2012. This application is only for the first phase of the project only, as described above. The succeeding phases would be completed as separately funded projects in the future.

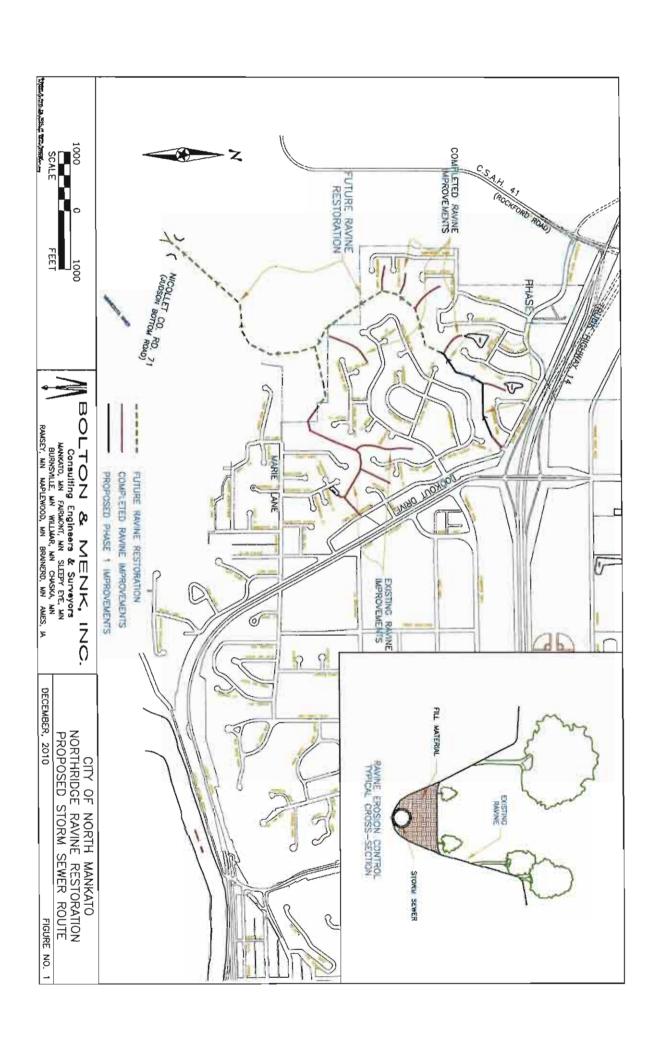
- P8. Project Feasibility and Other Factors. This ranking criteria is not to be addressed specifically by the applicant, but will be rated using information provided throughout the application. It is an opportunity for the ranking team members to make judgments about the application in consideration of factors other than those specifically named in the P1 through P7 Priority Criteria including, but not limited to:
 - communication between sponsor and requester entities
 - · explanation of trail connections and trail gaps
 - communication with landowners on proposed use of land
 - · explanation of obvious needed later phases or special maintenance needs
 - · evidence of commitment despite potential opposition
 - · resolution of federal issues [ADA, environmental, cultural, etc.]
 - · collaborations with other jurisdictions
 - · geographic area or eligible activity that has received little enhancement funding
 - . sponsor's previous history with enhancement project implementation

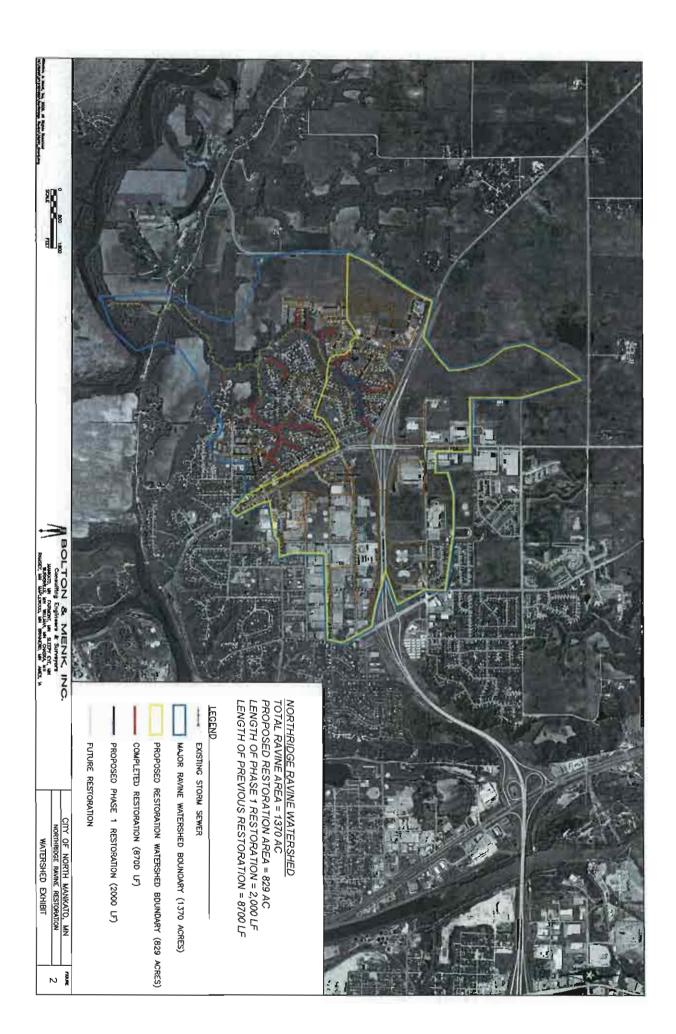
[15 points]

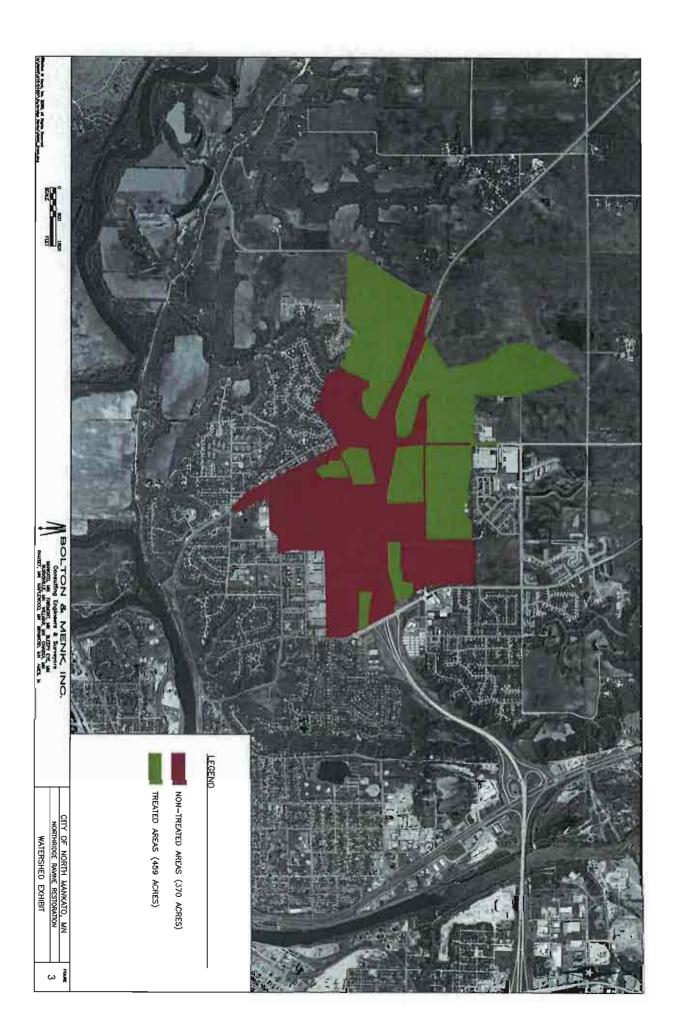
Changes to a project (scope, timeline, cost), after being programmed by the ATP, will require review by the ATP Enhancement Subcommittee. Such changes may result in one or more of the following:

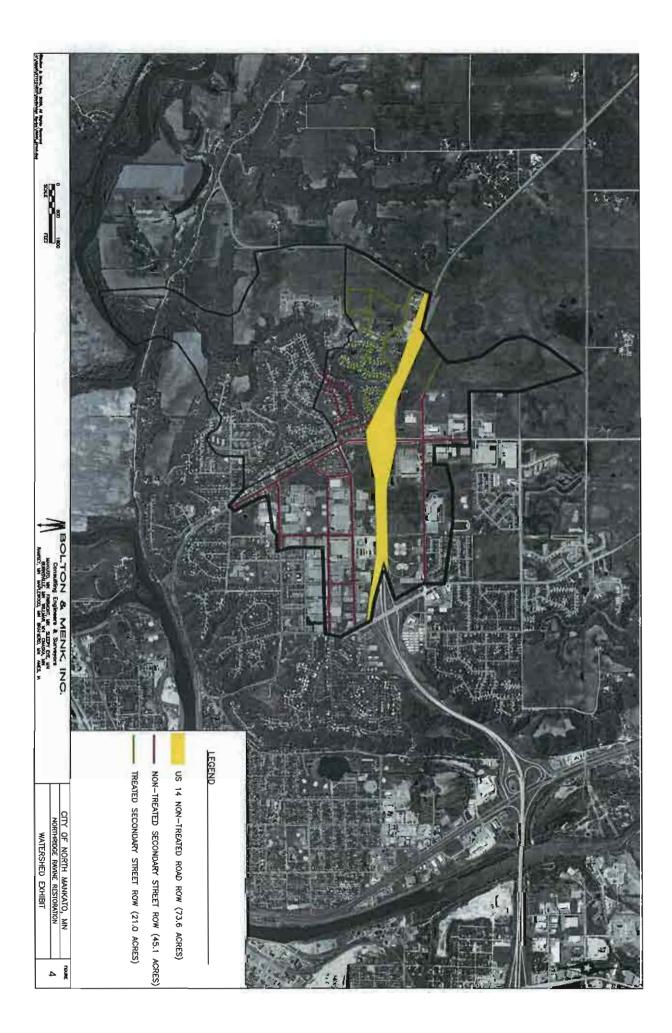
- Federal funding for the project may be limited to the amount programmed.
- . The project may need to be resubmitted for ranking and funding prioritization.
- . The project may be dropped from the program, if changes are significant.

APPLICATION PAGE 4









Examples of Ravine Erosion Problems in North Mankato





Examples of Ravine Erosion Problems in North Mankato







Examples of Ravine Erosion Problems in North Mankato



Examples of Stabilized Ravines in North Mankato





Examples of Stabilized Ravines in North Mankato



Examples of Ravine Projects in North Mankato





Examples of Ravine Projects in North Mankato





CITY OF NORTH MANKATO





Agenda Item # 10A	Department: City Clerk	Council Meeting Date: 1/3/11
TITLE OF ISSUE: Large Group Permi	t for 3-on-3 Pond Hockey Tour	nament - Wheeler Park
BACKGROUND AND SUPPLEMENTA proposing a 3-on-3 Pond Hockey Tourns need a minimum of 50 teams to enter. It site. Greg will be at the meeting to discussive.	ament at Wheeler Park on Febr t will be from 9 a.m. until 7 p.m	uary 12 and 13, 2011. The tournament will
		If additional space is required, attach a separate sheet
REQUESTED COUNCIL ACTION: A		
For Clerk's Use:	SUPPORT	ING DOCUMENTS ATTACHED
Motion By: Second By:	Resolution Ordinar	nce Contract Minutes Map
Vote Record: Aye Preyberg Steiner Norland Schindle Dehen	Other (specify)	Park Permit.
Workshop	Refe	r to:
X Regular Meeting	Table	e until:
Special Meeting	Othe	r:

CITY OF NORTH MANKATO PARK PERMIT

This permit does reserve space in a City Park.

	PERMIT #: 22 -2011 SHELTER: Wheler FEE: 4 120.4
	TYPE OF EVENT: North Shore Classic DATE VALID: 2/12 + 2/13/11HOURS: 9am-7pm
	ORGANIZATION: North Share Promotions SIZE: 150-300
	APPLICANT NAME: Grea Steen
	ADDRESS: 248 Nicottet #4 CITY: N Mankato
	ZIP: 640003 DAYTIME PHONE #: (320) 510-2760
	TENTS: pop-up shade ELECTRICITY: X ALCOHOL:
	AUDIO DEVICES: Murphine Amplified music or band requires Council approval
	3-on-3
	OTHER: Pond Hockey tournament with 5 Rinks. 50 teams Minimum running 2days. Concessions Sold onsite.
	PERMIT APPROVED: DATE: 12/30/10
	PERMIT DENIED:
	REFER TO COUNCIL: V City Clerk (Deputy)
Γhe f	collowing rules and regulations have been set by the City Code which apply to all parks and are enforced:
*	PROHIBITED Vehicles are not allowed to be parked or driven on the grass for any reason unless permission is given from the Park Department. * Personal grills may be brought in. * Keg beer is allowed only with a permit. * Fishing/Ice fishing on Ladybug Lake and

- * Pets (Allowed in Benson Park and Bluff Park only. Must be on a 6' leash).
- * Glass containers.
- * Bonfires.
- * Snowmobiles, ATVs, golfing, swimming, boating and motorized flotation devices.
- * Audio equipment may not be played so loud as to interfere with the reasonable use of the park by others. All audio devices shall end at 8 p.m.

- Fishing/Ice fishing on Ladybug Lake and Spring Lake only.
- * Non-motorized canoes and kayaks on Ladybug Lake and Spring Lake. Children under 12 must be accompanied by an adult. Flotation device required.
- * Hog roasts are allowed in the parks on hard-surfaced lots only.

I, the undersigned, understand that the park shelter reservation fee is NOT a deposit and is NOT refundable for any reason other than inclement weather making it impossible to hold a picnic. Cancellation of this park shelter reservation will NOT result in a refund of the fee. If prior approval is not obtained for the installation of additional tents or stakes and causes disruption of utility services, I agree to be held liable for any repairs to service lines.

Applicant

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 15A		Department: Council	Council Meeting Date: 1/3/11	
TITLE OF ISSUE	: Board and Commit	tee Appointments		
BACKGROUND A	AND SUPPLEMENT	AL INFORMATION: The follow	wing appointments are necessary at the	
January 3, 2011 M		ALL HA GRAPHANA THE IONS	appointments are necessary at the	
Planning Commiss	-	Dave Trask - 4-year term; Steph	anie Stoffel - 4-year term	
Traffic & Safety C	Committee: B	Bill Borchardt - 1-year term		
			If additional space is required, attach a separate sheet	
REQUESTED CO	UNCIL ACTION: A	pproval of the appointments.		
		~~~~		
For Clerk's Use:		SUPPORT	ING DOCUMENTS ATTACHED	
Motion By:		Resolution Ordina	nce Contract Minutes Map	
Second By:				
_				
Vote Record: A	ye Nay	Other (or exist)		
	Freyberg Steiner	Other (specify)		
<del></del>	Norland			
	Schindle			
	Dehen			
		[		
W	orkshop	Refe	r to:	
X Re	gular Meeting	Tahl	e until	
	Butut 17100mig		e until:	
Spe	ecial Meeting	Othe	r:	

The things I learned door knocking on 5100+ North Mankato doors during the mayoral campaign are:

- 1) People are concerned over taxes & don't want property taxes to increase
- 2) Many people are interested in a change in government, from the local council to the federal level
- 3) North Mankato's average citizens don't feel their voice is being heard. They often deem the Council/City Hall as unresponsive to their concerns. They are open to the idea of public forums, Survey Monkey and/or Coffee with the Council opportunities as a means of helping define and prioritize their needs and wants as future City choices need to be made.
- 4) Our citizens believe North Mankato is well-managed, but they would appreciate more transparency in City operation.
- 5) North Mankato residents applaud the recent economic development, but have some concerns over the way the Port Authority has dispersed funds.
- 6) We need more parking in the downtown business district.
- 7) Residents would still like a grocery store in North Mankato.

I would like each of us on the Council to be mindful of these points as we conduct the business of operating the Cityof North Mankato on behalf of the citizens who elected us. In so doing I believe we will effectively represent their interests.

Respectfully submitted,

Mark D. Dehen

Mayor of the City of North Mankato

# CLAIM REPORT BILLS PAID AFTER THE COUNCIL MEETING OF DECEMBER 20, 2010 END OF MONTH

67571	Void	Void loan for 422 Belgrade Avenue Project loan-Port Authority registration fee for seminar-Police Dept. telephone bill-All Depts.	(\$129.00)
67668	C & C Property Group		\$150,000.00
67669	Theuninck Rolling Green Properties		\$300,000.00
67670	Hemp, Charles CInvestigative Training		\$285.00
67671	HickoryTech		\$473.42
67672 67673 67674 67675 67676	Select Account Sprint Applied Media Technologies Corp. North Mankato Firemen's Relief Assn. Telrite Corporation	December participant fee-Unallocated PCS connection card data plan-Police & Public Access satellite music-Unallocated 2nd half allocation & 2010 required contribution long distance phone bill-Mun Bldg	\$107.97 \$159.96 \$359.40 \$20,697.00 \$225.62
67677	Farm Plan	equipment parts-Mun Bldg	\$6.69
67678	Wells Fargo Bank	savings account	\$1,000,000.00
67679	American Library Association	supplies-Library	\$34.50
67680	Capstone Press, Inc.	2nd half TIF proceeds-Port Authority TIF Fund	\$17,094.62
67681	Howard Drive LLC	2nd half TIF proceeds-Port Authority TIF Fund	\$3,086.47
67682	Oak Terrace Assisted Living	2nd half TIF proceeds-Port Authority TIF Fund	\$54,717.00
64683	Peterson, Thomas	2nd half TIF proceeds-Port Authority TIF Fund	\$9,131.83
67684	Mankato Stone Company	purchase option agreement-Port Authority	\$3,000.00
67685	Affinity Plus Fed Credit Union	employee payroll deductions	\$192.62
67686	ICMA Retirement Trust - 457	employee payroll deductions	\$4,928.85
67687	ICMA Retirement Trust - Roth IRA	employee payroll deductions	\$380.75
67688	MN Valley Fed Credit Union	employee payroll deductions	\$60.51
67689	Pioneer Bank	employee payroll deductions	\$100.00
	Affordable Jetting Alex Air Apparatus, Inc. Alpha Wireless Communications Amateur Softball Association Ameripride Linen & Apparel Services	drain cleaning-Sanitation turnout gear-Fire Dept. equipment parts-Fire Dept. deposit for 2012 women's C & D Slow Pitch Nat'ls uniform & towel service-All Depts.	\$218.75 \$210.66 \$17.71 \$2,000.00 \$585.90
	Apt Machining & Fabricating, Inc. Audio Editions Baumann, Meghan Bohrer, Tom & Bohrer, John Bolton & Menk, Inc.	equipment parts-Street Dept. supplies & audio books-Library refund of 2011 rental license renewal grant for improvements Circle Inn-Sales Tax Fund engineering fees-Sales Tax Fund & 2010 Const	\$432.13 \$429.83 \$25.00 \$1,196.67 \$10,960.00

Boyer Trucks Braun Intertec Corporation C & S Supply Co., Inc. Caretakers, Inc. Cargill, Inc.	equipment parts-Street Dept. professional service-Storm Water equipment parts & supplies-All Depts. snow removal-Public Access bulk ice control-Street Dept.	\$131.41 \$898.85 \$489.43 \$491.56 \$4,002.59
Carquest Auto Parts Catco Parts Service Computer Technology Solutions Dahn, Sadie DEMCO, Inc.	equipment parts & supplies-All Depts. equipment parts-Mun Bldg & Street computers-Water & Public Access refund of 2011 rental license renewal supplies-Library	\$290.95 \$444.87 \$3,172.93 \$25.00 \$207.48
Doran, Heather Energywise Radiant, Inc. Express Services, Inc. Ferguson Enterprises, Inc. Ferrellgas	mileage-Public Access furnace repair-Park Dept. temporary crossing guards-Police Dept. plumbing supplies-Street & Park Depts. LP gas-Sanitation	\$113.30 \$148.18 \$678.78 \$474.12 \$340.21
Free Press Freyberg Petroleum Sales, Inc. G & L Auto Supply Hawkins, Inc. Hendley, Irma	ads-Admin, Finance & Storm Water oil-All Depts. supplies-Mun Bldg & Shop chemicals-Water Dept. refund of 2011 rental license renewal	\$80.32 \$1,189.88 \$90.09 \$2,279.69 \$25.00
Hoffman Construction Co. Ingram Library Services JT Services Johnson, Todd Kwik Trip, Inc.	Estimate #2 CSAH 41/Carlson Dr/Howard Dr Extensions books-Library light poles & light bulbs-Street Lighting & Sales Tax refund of 2011 rental license renewal unleaded & diesel fuel-All Depts.	\$75,576.30 \$665.80 \$5,986.16 \$25.00 \$22,382.33
Lager's Chrysler World  Larkstur Engineering & Supply, Inc.  Lawson Products, Inc.  Leon's Custom Backhoe, Inc.  Little Falls Machine, Inc.	equipment parts-Task Force equipment parts-Street Dept. supplies-Shop curb box repairs-Water Dept. equipment parts-Street Dept.	\$467.27 \$149.14 \$290.57 \$1,700.00 \$371.55
Lloyd Lumber Co. M-B Companies, Inc. MacTools Distributer Void Mankato Implement, Inc.	equipment parts & supplies-All Depts. equipment parts-Park Dept. supplies & tool box-Shop Void equipment parts-Mun Bldg & Street	\$993.20 \$53.94 \$1,917.95 \$0.00 \$560.69
Mankato Oil & Tire Co. Midwest Tape Minnesota Iron & Metal Co. Minnesota Pipe & Equipment	tires-Mun Bldg DVD's-Library & Bookmobile equipment parts & supplies-Caswell Park & Water	\$472.93 \$25.98 \$209.48

MRCI Minnesota State University MTI Distributing NAPA Auto Parts-Mankato Nicollet County Auditor/Treasurer	wages for MRCI employees-Sanitation work study student-Library equipment parts-Park Dept. equipment parts-Street Dept. final payment County Rd 13 MSA project-2010 Const	\$7,582.00 \$111.50 \$1,129.53 \$11.48 \$2,200.00
North Central International Northwest Lasers & Instruments Old Dominion Brush OverDrive, Inc. Petty Cash, Steven Mork	equipment parts-Street Dept. equipment repair-Inspections equipment parts-Street Dept. ebooks & audio books-Library petty cash items-All Depts.	\$123.26 \$294.65 \$2,723.68 \$1,581.48 \$86.93
PowerPlan Pribnow, Curtis Quality Tree Service Red Feather Paper Co. Reliance Electric of Southern Minnesota	equipment parts-Street & Sanitation gloves & hats-Police Uniform Allowance trim blvd tree-Park Dept. supplies-Mun Bldg, Police & Library equipment parts-Sewer Dept.	\$220.12 \$30.47 \$214.75 \$1,076.32 \$1,028.44
River Bend Business Products Southern Minnesota Construction Staples Advantage Survey Services, Inc. Tire Associates	copier maintenance-Mun Bldg & Library road sand-Street Dept. supplies-All Depts. professional service-Sales Tax Fund tires, tire repair & equip parts-Bldg, Pol & Street	\$392.46 \$942.44 \$838.28 \$750.00 \$2,580.44
US Bearings & Drives US Engravers, Inc. US Postal Service Viking Fire & Safety Viking Electric Supply	equipment parts-Street Dept. supplies-Water Dept. postage-All Depts. service fire extinguisher-Mun Bldg electrical supplies-Street Lighting & Water	\$929.86 \$245.47 \$3,000.00 \$30.19 \$266.36
Wenzel Auto Electric Werner Electric Supply Westman Freightliner Xcel Energy Zahl Equipment Service	equipment parts-Street Dept. electrical supplies-Mun Bldg, Water & Sewer equipment parts-Street Dept. electric bill-All Depts. equipment parts & supplies-Shop	\$363.23 \$22.15 \$1,659.13 \$19,899.26 \$98.59
Mankato Ford, Inc.	equipment parts-Park Dept.	\$13.92
Total		\$1,759,337.56

General	\$67,686.68
Library	\$4,123.20
Bookmobile	\$589.49
Community Development	\$2,132.74
Sales Tax Fund	\$155,483.18
Port Authority Revolving Loan Fund	\$300,000.00
Port Authority Tax Increment Project Fund	\$87,029.92
2010 Construction	\$88,492.28
Water	\$1,012,990.75
Sewer	\$4,627.37
Sanitary Collection	\$9,660.39
Storm Water	\$1,921.20
Firemen's Relief	\$20,697.00
Public Access	\$3,436.09
Minnesota River Valley Drug Task Force	\$467.27
Total	\$1,759,337.56

# PORT AUTHORITY INVOICES BILLS PAID AFTER THE COUNCIL MEETING OF DECEMBER 20, 2010 END OF MONTH

Theuninck Rolling Green Properties	loan-Port Authority	\$300,000.00
Capstone Press, Inc.	2nd half TIF proceeds-Port Authority TIF Fund	\$17,094.62
Howard Drive LLC	2nd half TIF proceeds-Port Authority TIF Fund	\$3,086.47
Oak Terrace Assisted Living	2nd half TIF proceeds-Port Authority TIF Fund	\$54,717.00
Peterson, Thomas	2nd half TIF proceeds-Port Authority TIF Fund	\$9,131.83
Mankato Stone Company	purchase option agreement-Port Authority	\$3,000.00
Total		\$387,029.92

List of F	ort Authority Bills in the Amount of \$387,029.	92
	Council Meeting of January 3, 2011	
	, ,	
Mayor Gary Zellmer	Council Member Bill Schindle	Council Member Diane Norland
Council Member William Steiner	Council Member Kenneth DeWitte	_
Council Member William Otemer	Council Mollibor Notifical Doyalto	

#### List of Bills in the Amount of \$1,759,337.56

Council Meeting of January 3, 2011

Mayor Gary Zellmer	Council Member Bill Schindle	Council Member Diane Norland
Council Member William Steiner	Council Member Kenneth DeWitte	

#### CLAIM REPORT FOR REGULAR COUNCIL MEETING OF JANUARY 3, 2011

A+ Security, Inc. Adams, Nicole Adams, Nicole American Payment Centers American Planning Association	monitoring of alarm system-Public Access clothing maintenance allowance for 2011-Police Dept. cellular phone allowance for 2011-Police Dept. utility drop box rental-Sewer Dept. membership dues-Comm Dev	\$63.96 \$816.00 \$516.00 \$93.00 \$275.00
Balbach, Kurt Bobholz, Jacob Bobholz, Jacob Bock, Carl Bock, Carl	uniform allowance for 2011-Street Dept. uniform allowance for 2011-Water Dept. cellular phone allowance for 2011-Water Dept. cellular phone allowance for 2011-Police Dept. clothing maintenance allowance for 2011-Police Dept.	\$343.20 \$343.20 \$516.00 \$516.00 \$816.00
Boswell, Daniel Boyer, Chris Boyer, Chris City of Mankato Coalition of Greater Minnesota Cities	uniform allowance for 2011-Storm Water clothing maintenance allowance for 2011-Police Dept. cellular phone allowance for 2011-Police Dept. wastewater fee for January-Sewer Dept. 2011 dues assessment-Mayor, Wtr, Swr & 11 Const	\$343.20 \$816.00 \$516.00 \$65,000.00 \$21,598.00
Coyour, Roger Doran, Heather Forster, Daniel GMRPT Coalition Gangelhoff, Brian	uniform allowance for 2011-Park Dept. cellular phone allowance for 2011-Public Access clothing maintenance allowance for 2011-Police Dept. membership fee-Sales Tax Fund clothing maintenance allowance for 2011-Police Dept.	\$343.20 \$516.00 \$816.00 \$150.00 \$816.00
Goebel, James Goebel, Neil Greenough, Matthew Greenough, Matthew Haayer, Marion	uniform allowance for 2011-Sewer Dept. uniform allowance for 2011-Park Dept. clothing maintenance allowance for 2011-Police Dept. cellular phone allowance for 2011-Police Dept. cellular phone allowance for 2011-Inspections	\$343.20 \$343.20 \$816.00 \$516.00 \$696.00
Hansen Sanitation Hendrickson, Christopher Howe, Sandra Johnson, Lonnie Johnson, Lonnie	refuse pickup-Sanitation clothing maintenance allowance for 2011-Police Dept. clothing maintenance allowance for 2011-Police Dept. uniform allowance for 2011-Water Dept. cellular phone allowance for 2011-Water Dept.	\$44,768.25 \$816.00 \$816.00 \$343.20 \$516.00
Kemp, Dennis Kleist, Randy Kleist, Randy Knudson, David Kopischke, Mark	cellular phone allowance for 2011-Public Access uniform allowance for 2011-Water Dept. cellular phone allowance for 2011-Water Dept. cellular phone allowance for 2011-Inspections uniform allowance for 2011-Street Dept.	\$516.00 \$343.20 \$516.00 \$996.00 \$343.20

League of Minnesota Cities Ling, Kevin Lobitz, Jason Madison National Life Insurance Madison National Life Insurance	2011 Leadership conference-Mayor uniform allowance for 2011-Street Dept. uniform allowance for 2011-Park Dept. long term disability-January life insurance-January	\$285.00 \$343.20 \$343.20 \$1,384.82 \$629.80
Madison National Life Insurance Malwitz, Charles Mantronics Mailing Systems, Inc. Mettler, Todd Mettler, Todd	voluntary life insurance-January uniform allowance for 2011-Park Dept. rate change protection for scale-Water & Sewer uniform allowance for 2011-Park Dept. cellular phone allowance for 2011-Park Dept.	\$175.40 \$343.20 \$295.29 \$343.20 \$516.00
MII Life, IncVEBA Minnesota Chiefs of Police Association Minnesota Crime Prevention Assn. Minnesota Department of Agriculture MN Dept Employment & Economic Dev	1st quarter contributions for VEBA account membership renewal-Police Dept. membership renewal-Police Dept. pesticide applicator license renewal-Park Dept. Thin Film grant repayment-Port Auth Revolving Loan	\$27,300.00 \$230.00 \$45.00 \$10.00 \$1,931.22
Morgan, Shawn Morse, Rhett Morse, Rhett National League of Cities Neubert, Thomas	clothing maintenance allowance for 2011-Police Dept. uniform allowance for 2011-Street Dept. cellular phone allowance for 2011-Street Dept. membership renewal-Mayor uniform allowance for 2011-Water & Sewer Depts.	\$816.00 \$343.20 \$516.00 \$1,489.00 \$343.20
Neubert, Thomas Nimps, Nathanial North Mankato Civic & Commerce Paulson, Andreas Peterson, Rich	cellular phone allowance for 2011-Water & Sewer uniform allowance for 2011-Sewer Dept. membership dues-Admin clothing maintenance allowance for 2011-Police Dept. uniform allowance for 2011-Water Dept.	\$516.00 \$343.20 \$20.00 \$816.00 \$343.20
Peterson, Rich Pohlman, Timothy Pribnow, Curtis Rader, Duane Rader, Duane	cellular phone allowance for 2011-Water Dept. cellular phone allowance for 2011-Fire Dept. clothing maintenance allowance for 2011-Police Dept. uniform allowance for 2011-Water Dept. cellular phone allowance for 2011-Water Dept.	\$636.00 \$516.00 \$816.00 \$343.20 \$516.00
Ruch, Nathan Sande, Wendell Sande, Wendell SirsiDynix Sports Institute	cellular phone allowance for 2011-Mun Bldg car allowance for January 2011-Admin cellular phone allowance for 2011-Admin 2011 Sirsi maintenance-Library professional service-Comm Dev	\$516.00 \$400.00 \$516.00 \$22,702.95 \$1,500.00

Swanson, Bradley	\$636.00	
Swanson, Bradley	uniform allowance for 2011-Street Dept.	\$343.20 \$816.00
Swenson, Jeremy	clothing maintenance allowance for 2011-Police Dept.	
Tostenson, Derek	cellular phone allowance for 2011-2011 Const	\$984.00
Tostenson, Phil	uniform allowance for 2011-Park Dept.	\$343.20
Wells Fargo Bank	administration fees for bonds	\$1,600.00
Total		\$220,806.69

#### **CLAIMS CONTINUED** General \$56,415.03 Library \$23,723.52 Bookmobile \$319.77 Community Development \$1,815.50 Sales Tax Fund \$150.00 Port Authority Revolving Loan Fund \$1,931.22 Equipment Certificate of Indebtedness \$400.00 GO Improvement Bond of 2006 \$400.00 GO Improvement Bond of 2009 \$400.00 GO Porth Authority Revenue Bonds of 1993A, 1994A, 1998A \$400.00 2011 Construction \$5,931.12 Water \$10,086.96 Sewer \$70,099.42 Sanitary Collection \$45,389.41 \$969.08 Storm Water Public Access \$2,375.66

Total

\$220,806.69

PORT AUTHORITY INVOICES					
FOR REGULAR COUNCIL MEETING OF JANUARY 3, 2011					
MN Dept Employment & Economic Dev Thin Film grant repayment-Port Auth Revolving Loan					
Wells Fargo Bank administration fee on bond	\$400.00				

Total \$2,331.22

L	List of Port Authority Bills in the Amount of \$2,33	1.22
	Council Meeting of January 3, 2011	
Mayor Mark Dehen	Council Member Bill Schindle	Council Member Diane Norland
Council Member William Steiner	Council Member Robert Freyberg	

L	List of Bills in the Amount of \$220,806.69	
	Council Meeting of January 3, 2011	
Mayor Mark Dehen	Council Member Bill Schindle	Council Member Diane Norland
Council Member William Steiner	Council Member Robert Freyberg	-