

Pursuant to due call and notice thereof, a regular meeting of the North Mankato City Council was held in the Council Chambers of the Municipal Building on August 15, 2011. Mayor Dehen 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 Dehen, Council Members Steiner, Norland and Schindle, Administrator Sande, Finance Director Mork, Engineer Malm, Attorney Kennedy, Planner Fischer and City Clerk Gehrke. Absent: Council Member Freyberg.

Approval of Agenda

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

Approval of Minutes

Council Member Steiner moved, seconded by Council Member Norland, to approve the minutes of the Council meeting of August 1, 2011 and the Council Workshop of August 1, 2011. Vote on the motion: Steiner, Schindle and Dehen, aye; Norland abstained; no nays. Motion carried.

Correspondence

Thank-You Letter from CityArt Walking Sculpture Tour

The Mayor read a letter on behalf of the City Center Partnership, Twin Rivers Council for the Arts and the CityArt Committee thanking the City for the generous contribution to the CityArt Walking Sculpture Tour. The letter stated that a special plaque which highlights the various sculptures displayed on the tour will be presented to the City. Plans are underway for next year's tour.

Coalition of Greater Minnesota Cities

The Mayor read a letter from Mayor Oberloh of the City of Worthington and the President of the Coalition of Greater Minnesota Cities thanking the CGMC members for electing him President for 2011-12 and outlining CGMC's accomplishments in 2011. He also addressed the Governor's and Legislature's failure to adopt a structurally balanced budget which means there is a strong possibility the State will face another deficit within the next two years.

Open the Meeting to the Public for the First Time

Kyle Meyers, Abdo, Eick & Meyers – 2010 Comprehensive Annual Financial Report

Kyle Meyers, Abdo, Eick & Meyers, appeared before the Council to present the Comprehensive Annual Financial Report for the year ended December 31, 2010. Mr. Meyers recapped the year's activities noting a net asset decrease of \$39,319 as compared to an increase of \$4,000,267 in the previous year, net assets of \$52,338,413 and an unreserved fund balance for the general fund of \$2,164,198 or 38.4 percent of total general fund expenditures. He noted the City currently has few written policies and procedures and is recommending the creation and adoption of written policies and procedures including accounting policies and procedures. Council Member Schindle requested this item be added to a future Council Workshop agenda. Administrator Sande reported copies of the 2010 Comprehensive Annual Financial Report will be on file at the North Mankato Taylor Library and Municipal Building and that any questions may be directed to the Finance Director. **Council Member Steiner moved, seconded by Council Member Norland, to accept the Comprehensive Annual Financial Report (CAFR)**

and place it on file. **Vote on the motion: Steiner, Norland, Schindle and Dehen, aye; no nays. Motion carried.**

J.D. Burton, Coalition of Greater Minnesota Cities

J.D. Burton, Coalition of Greater Minnesota Cities, appeared before the Council and recapped the 2011 Legislative Session.

Phil Henry, 1300 Noretta Drive

Phil Henry, 1300 Noretta Drive, appeared before the Council and requested clarification of the City's donation to the ArtWalk. Administrator Sande reported City personnel assisted in setting the limestone bases, welded the bases and was part sponsor of one of the sculptures. Mr. Henry stated he does not believe we should spend money for projects of this type with a projected 10% property tax increase.

Staff Reports

City Planner

Set Public Hearing for Consolidated Annual Performance and Evaluation Report (CAPER) for 7 p.m. on Tuesday, September 6, 2011

Planner Fischer reported that as part of our status as a HUD Entitlement Community, it is required to submit a Consolidated Annual Performance and Evaluation Report (CAPER) to report the use of 2010 Community Development Block Grant (CDBG) funds which the City receives on an annual basis. As part of the reporting process, it is necessary to set and hold a public hearing to present the CAPER and allow a fifteen (15) day comment period after the public hearing. **Council Member Norland moved, seconded by Council Member Steiner, to set a public hearing for the CAPER for 7 p.m. on Tuesday, September 6, 2011. Vote on the motion: Steiner, Norland, Schindle and Dehen, aye; no nays. Motion carried.**

City Administrator

Res. No. 40-11 Requesting Deletion of the Proposed Noise Barriers on South Side of Highway 14 between Lookout Drive and CSAH 41

Administrator Sande reported the City Engineer and staff met with representatives of the Minnesota Department of Transportation regarding the proposed noise barriers which included the possible construction of a 20-foot high sound wall or an earthen berm a distance of 1,660 linear feet on the south side of Highway 14 between Lookout Drive and CSAH 41. He stated staff and MnDOT representatives concur that the noise barriers are not cost effective and would cause significant problems with snow removal and that insufficient space is available to construct the earthen berm. As an alternative, it is recommended trees be planted in this area. **Council Member Schindle moved, seconded by Council Member Steiner, to adopt Resolution No. 40-11 Requesting Deletion of the Proposed Noise Barriers on South Side of Highway 14 between Lookout Drive and CSAH 41. Vote on the Resolution: Steiner, Norland, Schindle and Dehen, aye; no nays. Motion carried.**

Set Fall Special Services Drop-off for October 7-9, 2011

Administrator Sande recommended fall special services week be conducted as a drop-off at the Public Works Compound on October 7-9, 2011 as was done in 2010. He reported the drop-off worked well last year. **Council Member Norland moved, seconded by Council Member Schindle, to set fall special services drop-off for October 7-9, 2011. Vote on the motion: Steiner, Norland, Schindle and Dehen, aye; no nays. Motion carried.**

Set Watermain Flushing for October 10-21, 2011

Council Member Norland moved, seconded by Council Member Steiner, to set watermain flushing for October 10-21, 2011. Vote on the motion: Steiner, Norland, Schindle and Dehen, aye; no nays. Motion carried.

Set Leaf Pickup for October 31-November 4, 2011 for Valley and November 7-10, 2011 for Hilltop

Council Member Schindle moved, seconded by Council Member Norland to set leaf pickup for October 31-November 4, 2011 for the valley and November 7-10, 2011 for the hilltop. Vote on the motion: Steiner, Norland, Schindle and Dehen, aye; no nays. Motion carried.

Set Brush and Compost Pile Closing for November 28, 2011 to Re-Open April 2, 2012

Council Member Norland moved, seconded by Council Member Steiner, to set the brush and compost pile closing for November 28, 2011 to re-open April 2, 2012. Vote on the motion: Steiner, Norland, Schindle and Dehen, aye; no nays. Motion carried.

City Clerk

Audio Permit and Large Group Permit for South Central Work Force Council Training, Wheeler Park

Clerk Gehrke presented a request from South Central Work Force Council for an audio and large group permit to hold training in Wheeler Park on Thursday, September 22, 2011 from 7:30 a.m. to 4 p.m. Council Member Norland moved, seconded by Council Member Schindle, to approve the audio and large group permit for South Central Work Force Council to hold training at Wheeler Park on Thursday, September 22, 2011 from 7:30 a.m. to 4 p.m. Vote on the motion: Steiner, Norland, Schindle and Dehen, aye; no nays. Motion carried.

Audio and Large Group Permit for Muslim Students Association at MSU, Wheeler Park

Clerk Gehrke presented a request from the Muslim Students Association at MSU for an audio and large group permit to hold their Eid Celebration picnic from 7 a.m. to 6 p.m. on Tuesday, August 30, 2011 and Wednesday, August 31, 2011. Council Member Schindle moved, seconded by Council Member Steiner, to approve the audio and large group permit for the Muslim Students Association at MSU to hold their Eid Celebration picnic from 7 a.m. to 6 p.m. on Tuesday, August 30, 2011 and Wednesday, August 31, 2011. Vote on the motion: Steiner, Norland, Schindle and Dehen, aye; no nays. Motion carried.

Finance Director

Res. No. 41-11 Approving Consent Assessment Agreement – 1401 LorRay Drive

Finance Director Mork presented Resolution No. 41-11 for costs to be assessed in the amount of \$885.41 for repair of curb box at 1401 LorRay Drive. Council Member Steiner moved, seconded by Council Member Norland, to adopt Resolution No. 41-11 Approving Consent Assessment Agreement for curb box repair at 1401 LorRay Drive. Vote on the Resolution: Steiner, Norland, Schindle and Dehen, aye; no nays. Motion carried.

Res. No. 42-11 Approving Consent Assessment Agreement – 1582 Sherwood Drive

Finance Director Mork presented Resolution No. 42-11 for costs to be assessed in the amount of \$3,200 for sewer line repair at 1582 Sherwood Drive. Council Member Steiner

moved, seconded by Council Member Norland, to adopt Resolution No. 42-11 Approving Consent Assessment Agreement for sewer line repair at 1582 Sherwood Drive. Vote on the Resolution: Steiner, Norland, Schindle and Dehen, aye; no nays. Motion carried.

Res. No. 43-11 Approving Consent Assessment Agreement – 418 McKinley Avenue

Finance Director Mork presented Resolution No. 43-11 for costs to be assessed in the amount of \$1,881.00 for curb box repair at 418 McKinley Avenue. Council Member Schindle moved, seconded by Council Member Steiner, to adopt Resolution No. 43-11 Approving Consent Assessment Agreement for curb box repair at 418 McKinley Avenue. Vote on the Resolution: Steiner, Norland, Schindle and Dehen, aye; no nays. Motion carried.

Commercial and Residential Tax Comparison

Finance Director Mork presented a comparison of real estate taxes for North Mankato commercial and residential properties. As background information he reported two residents have raised concerns about the use of Tax Increment Financing for businesses locating in North Mankato or improving their property. In reviewing the property tax statements for the two residents who raised concerns and coincidentally have homes with an identical value and the UPS site which is the latest TIF District to be decertified, he noted the residents' City portion of their bills total \$585.13 or \$3.92 per thousand dollars of market value and the UPS property's City portion of their bill totals \$7,082.71 which equals \$8.64 per thousand dollars of market value. The Finance Director reported this comparison shows that this commercial property pays more than double the amount of property taxes than the residential properties pay based on market value.

Report from Council Members

Council Member Norland

Council Member Norland reported she received an email regarding concerns about the product used for spraying for weeds on the levee and about whether protective clothing was being used during the spraying. Council Member Norland requested a resolution calling for the use of environmentally friendly products be placed on the first September Council meeting. Engineer Malm reported Monsanto makes an environmentally friendly product and he will forward this information to the City Administrator.

Report from Mayor

Res. No. 44-11 Making Appointment to the North Mankato Housing and Redevelopment Authority Board

Mayor Dehen presented Resolution No. 44-11 appointing Council Member Billy Steiner to fill one of the vacant positions on the North Mankato Housing and Redevelopment Authority (HRA) Board for the period of August 15, 2011 until December 31, 2012. Administrator Sande reported a resident has been contacted about filling the second vacant position but no response has been received as of this date. Anyone interested in serving on City Boards and Commissions should complete a Talent Bank form which can be found on the City's website www.northmankato.com. Council Member Schindle moved, seconded by Council Member Norland, to adopt Resolution No. 44-11 appointing Council Member Billy Steiner to the North Mankato Housing and Redevelopment Authority Board effective August 15, 2011 through December 31, 2012. Vote on the Resolution: Steiner, Norland, Schindle and Dehen, aye; no nays. Motion carried.

Intergovernmental Committee Meeting

The Mayor recapped the minutes of the Intergovernmental Committee meeting held on August 10, 2011. He reported the next Intergovernmental Committee Meeting will be held at 7 p.m. on November 9, 2011 at which time the Committee will discuss cooperating on some of the larger budget items.

Coffee with the Council

The Mayor reported Coffee with the Council was held at Best Webster's from 10 a.m. to 11 a.m. on Saturday, August 13, 2011.

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 stated he disputes the Finance Director's figures regarding commercial and residential taxes and he is still against Tax Increment Financing.

Phil Henry, 1300 Noretta Drive

Phil Henry, 1300 Noretta Drive, appeared before the Council and stated it would take \$200,000 in taxable sales for the \$1,000 donation to the CityArt Walking Sculpture Tour and believes the City should spend money only on what he believes are necessary items. Mayor Dehen responded that he disagreed and that the ArtWalk is a worthwhile project and worthy of the City's support.

Bills and Appropriations

Council Member Steiner moved, seconded by Council Member Norland, to approve all bills and appropriations in the amount of \$278,731.74. Vote on the motion: Steiner, Norland, Schindle and Dehen, aye; no nays. Motion carried.

There being no further business, the meeting was adjourned at 8:28 p.m. on a motion by Council Member Steiner, seconded by Council Member Norland. Vote on the motion: Steiner, Norland, Schindle and Dehen, aye; no nays. Motion carried.

Mayor

City Clerk

Pursuant to due call and notice thereof, a Council Workshop of the North Mankato City Council was held in the Council Chambers of the Municipal Building on August 29, 2011. Mayor Dehen called the meeting to order at 6:00 p.m. The following were present for the meeting: Mayor Dehen, Council Members Norland, Steiner, Schindle and Freyberg, Administrator Sande, Finance Director Mork and City Clerk Gehrke.

Introduction of Proposed 2012 Budget

The purpose of the Council Workshop was to review the proposed 2012 General, Auxiliary and Enterprise Fund Budgets and the Five-Year Capital Improvement Plan, 2012-2016.

Administrator Sande gave an overview of the Introductory Section of the Proposed 2012 Budget which includes a levy-back of 100 percent of the 2012 LGA loss of \$497,323. He reported that since the Legislature has permanently reduced the Local Government Aid pool and deferred significant liabilities to the next biennium the City must find more local revenues to support future budgets. The proposed General Fund expenditure budget for 2012 is \$5,720,240 which is an increase of 1.67% over 2011. The tax levy to support the budget as proposed is \$5,400,223, an increase of 12.17 percent over the current year's levy. Of the 12.17 percent, 9.77 percent is related to the levy-back and 2.40 percent to increased costs in the proposed budget.

The General Fund, as presented, provides for all currently authorized departmental positions and operations including the Swim Facility and Mass Transit. The budget continues the pay freeze that has been in effect for 2010 and 2011. Administrator Sande reported that in 2010 staffing was reduced by two full-time personnel and the City of North Mankato continues to have one of the lowest staffing ratios of any comparable community. As of August 1, 2011, the City has 60 full-time employees and 6 part-time employees. He reported the Police Chief has requested an additional officer but this position was not included in the proposed 2012 budget. Supporting documentation compares North Mankato's police staffing and budget to a number of cities of similar size. Administrator Sande reported some of the primary drivers of increased costs in the proposed budget include fuel prices and the increased cost of insurance coverages.

Administrator Sande reported that beginning with the unallotment at the end of 2009, the City has absorbed \$1.94 million of lost Local Government Aid (LGA) and Market Value Homestead Credit (MVHC) through the end of this fiscal year. A combination of reserves, staff reductions and expenditure reductions were utilized to account for that loss.

Administrator Sande reviewed the proposed debt service levy schedule reporting the goal has been to maintain the debt service tax levy at approximately \$1.5 million per year on a continuing basis. He also is recommending that efforts be redoubled to have the State of Minnesota withdraw any and all unfunded mandates and to impose no new unfunded mandates in the future.

Administrator Sande referenced the chart comparing the City's current operating expenditures per capital with a group of 20 comparable cities. In 2009, the City of North Mankato expended \$481 per capita while the average for the 20 comparable cities was \$706 placing the City of North Mankato 32 percent below the average of the comparables. He

reported this has been accomplished by operating with a very lean staff and having a group of employees who are capable and willing to perform whatever tasks are needed. Council Member Freyberg stated North Mankato's expenditure per capita should be marketed.

Finance Director Mork reviewed the 2012 Budget Calendar reporting the next Council Budget Workshop is scheduled for 6:00 p.m. on September 6, 2011 and the preliminary 2012 Budget will be formally submitted to the Council at their Council meeting of September 6, 2011. The deadline for certification of the proposed levy is September 15, 2011. If necessary, a special Council meeting could be set for September 12, 2011.

Finance Director Mork reported the 2012 Certified Local Government Aid is \$1,358,107 and there are no levy limits in effect for 2012. Finance Director Mork reviewed the department head requests and the items which have been included in the 2012 Budget. He reported because of the changes made at the State level regarding Market Value Homestead Credit (MVHC) the county will not have the tax capacity information until they reprogram their computers.

Discussion was held about proposed Equipment Certificate issues. Finance Director Mork reported the SCBA units for the Fire Department (\$103,000) and CD sirens (\$20,000) are mandated upgrades. Discussion was held about the possible joint purchase of a chip spreader with Nicollet County and the possible purchase of a truck-mounted street sweeper with the City of Mankato.

Finance Director Mork reviewed the General Fund Revenue and Expenditure Funds, Auxiliary Revenue and Expenditure Funds and the Enterprise Revenue and Expenditure Funds. In response to a question regarding the increase of funding for the library, he reported the size of the library doubled resulting in increased staffing and materials. He presented 2012 water, sewer, storm water and refuse calculations reporting he projects a 7% increase each year for 2012, 2013 and 2014 in water rates resulting from the depreciation expense from the new water tower and new Well #9 and a 7% increase each year for 2012, 2013 and 2014 resulting from increased treatment costs.

Other Business

Administrator Sande presented the Five-Year Capital Improvement Plan for the period 2012 through 2016. He reported four projects are proposed for the Park Department with two commencing in 2012. Caswell Park Fields 7/8 is projected to cost \$730,000 over a period of 2012-2015 and the Mankato Areas Softball Association has committed \$50,000 to this project with the balance funded from the Sales Tax Fund. The Caswell Park North Soccer Complex is to be constructed on the site of the future elementary school at the corner of Carlson and LorRay at an estimated cost of \$919,000 over a four-year period. The Mankato United Soccer Club has committed \$150,000 to the project at inception with the balance funded from Sales Tax Fund. The Benson Park improvements as envisioned in the Benson Park Plan have been submitted as a request to the Legacy Fund for a grant. The Legacy Fund is not awarding grants in 2011; however, the local match for Legacy Fund grants in 2012 will be 10 percent. The Plan also includes an allowance in 2013 of \$250,000 for the possible acquisition of five acres at the west side of Caswell Park. The purchase of this parcel would provide space for a possible year-round facility that could include one or more ice sheets. Neil Kaus appeared before the Council and

voiced his support for Caswell Park Fields 7/8 and the year-round multi-use facility. In response to a question about interest in softball, Mr. Kaus reported that the adult Slowpitch and Fastpitch softball has declined, however, interest in youth Fastpitch softball has dramatically increased. Council Member Schindle reported he would like to see the Fun Days Softball Tournament return to Caswell Park.

Administrator Sande reviewed the Five-Year Capital Improvement Plan 2012-2016 for the balance of the departments. He reported that with the exception of the improvements to be undertaken in the Park Department, proposed expenditures in the 2012 Budget we minimized to conserve resources. Council Member Schindle asked staff to review the need for 4WD pickups and consider moving vehicles and purchasing 2WD pickups for those positions not in need of 4WD pickups. Council Member Freyberg reported the City should consider buying used vehicles in an effort to cut the proposed \$345,000 Equipment Certificate in half.

There being no other business, the Council workshop adjourned at 8:50 p.m.

Mayor

City Clerk

Regarding: Fire Engine donated to South Central College

In July of 2011, the North Mankato Fire Department donated a pumper fire engine to South Central College, Fire Program, to be used for training purposes.

In exchange, , the SCC fire program has extended the use of their training props, including the live burn building, with no charge for the use of equipment or for certificates to verify the training. There is also a reduced fee for training, including fire school, for the North Mankato Firefighters.



**Tim Zehnder, Public Safety Fire Program
Center for Business and Industry
South Central College, North Mankato Campus**

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CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 8	Department: Public Hearing	Council Meeting Date: 9/6/11
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TITLE OF ISSUE: Public Hearing to consider Consolidated Annual Performance and Evaluation Report

BACKGROUND AND SUPPLEMENTAL INFORMATION: As part of our status as a HUD Entitlement Community, we are required to submit a Consolidated Annual Performance and Evaluation Report (CAPER) on the use of 2010 Community Development Block Grant (CDBG) funds which we receive on an annual basis. As part of the process it is necessary to hold a public hearing to present the CAPER and allow a 15-day comment period after the public hearing.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Hold public hearing and allow 15-day comment period.

For Clerk's Use:

Motion By: _____
 Second By: _____

Vote Record:

	Aye	Nay	
	_____	_____	Schindle
	_____	_____	Freyberg
	_____	_____	Steiner
	_____	_____	Norland
	_____	_____	Dehen

SUPPORTING DOCUMENTS ATTACHED

Resolution	Ordinance	Contract	Minutes	Map
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify)		Notice of Public Hearing		
		Affidavit of Publication		
		2010 Consolidated Annual Performance and Evaluation Report		

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

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

NOTICE OF PUBLIC HEARING FOR
CONSOLIDATED ANNUAL PERFORMANCE
AND EVALUATION REPORT (CAPER)
CITY OF NORTH MANKATO

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 6th day of September, 2011, to hold a public hearing to present the Consolidated Annual Performance and Evaluation Report (CAPER) to report on the use of the 2010 Community Development Block Grant (CDBG) funds. A copy of the CAPER is available for review at the North Mankato Municipal Building, 1001 Belgrade Avenue.

Such persons as desire to be heard with reference to this issue should appear at this meeting. Public comments may be sent to the North Mankato Municipal Building, 1001 Belgrade Avenue, North Mankato, MN 56003. All comments must be received by September 21, 2011.

Dated this 15th day of August 2011.

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 printed _____ Notice _____

_____ which is attached was cut from the columns of said newspaper, and was printed and published once each week, for 1 successive weeks; it was first published on Tuesday, the 23 day of August, 2011, and was thereafter printed and published on every Tuesday to and including Tuesday, the 23 day of August, 2011; and printed below is a copy of the lower case alphabet from A to Z, both inclusive, which is hereby acknowledged as being the size and kind of type used in the composition and publication of the notice.

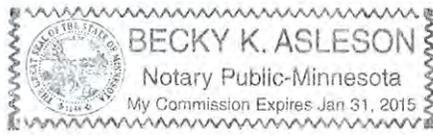
abcdefghijklmnopqrstuvwxyz

By: [Signature] Publisher

Subscribed and sworn to before me on this 23 day of August, 2011.

[Signature]
Notary Public

August 23, 2011
NOTICE OF PUBLIC HEARING
FOR CONSOLIDATED ANNUAL
PERFORMANCE AND
EVALUATION REPORT (CAPER)
CITY OF NORTH MANKATO
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 6th day of September, 2011, to hold a public hearing to present the Consolidated Annual Performance and Evaluation Report (CAPER) to report on the use of the 2010 Community Development Block Grant (CDBG) funds. A copy of the CAPER is available for review at the North Mankato Municipal Building, 1001 Belgrade Avenue.
Such persons as desire to be heard with reference to this issue should appear at this meeting. Public comments may be sent to the North Mankato Municipal Building, 1001 Belgrade Avenue, North Mankato, MN 56003. All comments must be received by September 21, 2011.
Dated this 23rd day of August 2011.
Nancy Gehrke,
City Clerk
City of North Mankato, Minn.



MEMORANDUM

TO: Honorable Mayor and City Council
Wendell Sande, City Administrator

FROM: Michael Fischer, City Planner

DATE: August 5, 2011

SUBJECT: Consolidated Annual Performance and Evaluation Report (CAPER)

As part of our status as a HUD Entitlement Community, we are required to submit a Consolidated Annual Performance and Evaluation Report (CAPER). The purpose of the CAPER is to report on the use of 2010 Community Development Block Grant (CDBG) funds which we now receive on an annual basis.

As part of the process it is necessary to set and hold a public hearing to present the CAPER and allow a fifteen (15) day comment period after the public hearing. Therefore, it is recommended that a public hearing to review the CAPER be set for 7 p.m. on Tuesday, September 6, 2011.

CITY OF NORTH MANKATO



2010 Consolidated Annual Performance and Evaluation Report

Executive Summary

2010 was the first year the City of North Mankato became an Entitlement Community and subsequently the first year of a Five-Year Consolidated Plan for housing and community development. The City of North Mankato's 2010 CDBG expenditures were consistent with the 2010-2014 Consolidated Plan and One-Year Action Plan.

The Consolidated Plan identified the following areas for the use of CDBG funds during 2010-2014:

- ◆ Parks and Recreation Facilities
- ◆ Parking Facilities
- ◆ Infrastructure Improvements
- ◆ Building Acquisition/Construction/Rehabilitation
- ◆ Development of Affordable Rental Units
- ◆ Single-Family Direct Homeownership Assistance
- ◆ Single-Family Residential Rehabilitation
- ◆ Commercial Rehabilitation

The 2010 Action Plan specified that CDBG funds would be used to provide up to eleven (11) \$8,000 grants to income-qualified persons to either construct new single-family dwellings or purchase existing single-family dwellings. As there was limited interest in this initiative over the first ten (10) months of the 2010 program year, the City of North Mankato amended its Consolidated Plan and 2010 Action Plan in May of 2011 to include the following priority needs:

- ◆ Economic Development Technical Assistance
- ◆ Commercial Rehabilitation
- ◆ Property Acquisition

As identified as a priority in the Consolidated Plan, the 2010 Action Plan identified the use of CDBG funding for single-family homeownership assistance. Specifically, the Action Plan programmed eleven (11) grants of up to \$8,000 for income-qualified persons who wish to purchase or build a new home. Grant funds could be used to pay up to 50 percent of the down payment and/or any or all of the closing costs. As a result of limited interest in the initiative, the Consolidated Plan and Action Plan were amended to eliminate the homebuyer grant initiative and program funding for the purchase of 706 Range Street and the demolition or rehabilitation of a commercial building.

- I. Summary of Resources and Distribution of Funds for FY2010. \$96,068 was made available to the City. The following is a breakdown of the use of those funds:

\$ 8,000 grant – 2213 St. John Court
\$ 8,000 grant – 14 Benson Trail
\$ 8,000 Administration
\$24,000 – Total Expenditures

As part of the amended 2010 Action Plan, \$72,068 is available for the purchase of 706 Range Street. The City is currently negotiating the terms of a sale for this parcel.

II. **Assessment of Five-Year Goals and Objectives**

The following are the City of North Mankato's goals and objectives as listed in its 2010-2014 Consolidated Plan:

Parks and Recreation Facilities

Over the 5-year plan, approximately \$100,000 may be used for redevelopment activities that will include replacement of existing park amenities and accessibility improvements for persons with physical disabilities.

Parking Facilities

As part of downtown redevelopment efforts, CDBG funds may be used to create off-street parking opportunities in the Central Business District. Over the 5-year plan, one parking facility may be constructed for an approximated cost of \$100,000.

Infrastructure Improvements

CDBG funds will be used to rehabilitate existing water, sewer, street and sidewalks in areas which principally benefit low- and moderate-income persons. Over the 5-year plan, approximately \$200,000 may be spent on water/sewer improvements, and \$100,000 may be used on street improvements.

Building Acquisition/Construction/Rehabilitation

CDBG funds will be used to purchase both commercial and residential buildings which contribute to slum and blight conditions. Over the 5-year plan, approximately \$300,000 may be used to acquire and rehabilitate 1 building. The City is currently negotiating the terms of a sale for the residential property identified at 706 Range Street.

Development of Affordable Rental Rents

CDBG funds may be used to construct affordable rental units in the Central Business District. Through a local Envision 2020 community planning process, the creation of urban villages was identified as a high priority.

Single-Family Direct Homeownership Assistance Grant Program

During the first program year, CDBG funds will be used to provide grants to low- to moderate-income persons to help pay for the down payment and/or closing costs with the acquisition and construction of single-family residential dwellings. It was originally planned that eleven (11) grants of up to \$8,000 would be allocated in the first year. Due to limited interest in the initiative, this activity was replaced with an alternative initiative.

Single-Family Residential Rehabilitation

CDBG funds may be used to provide grants/loans to low- to moderate-income persons to rehabilitate existing single-family dwellings.

Economic Development Technical Assistant

CDBG funds may be used to assist funding the South Central Small Business Development Center.

Commercial Rehabilitation

CDBG funds may be used for the rehabilitation of existing commercial buildings which contribute to slum and blight conditions.

Property Acquisition

Purchase vacant parcels with re-use of the parcels in compliance with all HUD regulations.

The following is a breakdown of the CDBG funds allocated towards the 2010 goals and objectives:

- ◆ Issuance of two (2) \$8,000 grants to income-qualified persons to purchase existing single-family dwellings.

Due to the limited CDBG funds available to the City of North Mankato on an annual basis, it is extremely difficult to accomplish all its goals and objectives set forth in its Consolidated Plan.

Affirmatively Furthering Fair Housing

In 2010, the City of North Mankato prepared an Analysis of Impediments to Fair Housing. While the Analysis did not identify any significant impediments, based on the information gathered to produce the Analysis, the following conclusions and recommendations were made:

1. In the City of North Mankato, local land use policies, regulations, zoning ordinances, building codes and site selection policies do not discriminate or limit the availability of fair housing.

While currently the City's policies and procedures do not limit the availability of fair housing, this will be monitored continuously to ensure no future limitations will appear.

2. The City of North Mankato understands there is a need for affordable housing and the importance and benefits that affordable housing brings to a community.

Providing affordable housing and ensuring fair housing is a complex and difficult task. High development costs and low incentives for developers play a large role. The City of North Mankato will seek out funding opportunities and all accommodations will be made to provide the more affordable and fair housing opportunities.

3. The maintenance of records in regards to fair housing.

The City of North Mankato will keep accurate records of items relating to fair housing and the Analysis of Impediments to Fair Housing and Fair Housing Plan. The City will document actions taken to eliminate impediments, and plans to ensure fair housing opportunities in the future.

The following activities were conducted in 2010 to affirmatively further Fair Housing Choice:

- ◆ The City offered homebuyer education seminars, in part, through resources provided by the City. Participation in the program enables homebuyers to access down payment assistance and below-market interest rate financing offered in partnership between the State and the City of North Mankato.
- ◆ The City submitted an application to the Minnesota Housing Finance Agency to secure funding through the Community Activity Set Aside Mortgage Program for emerging market homebuyers. Lender participation in the program requires them to affirmatively market to single persons who are head of their household and racially diverse persons.
- ◆ The City submitted an application for the Minnesota Housing Finance Agency to secure funding through the Minnesota City Participation Program to provide below-market interest rate home mortgage loans for income-qualified first-time homebuyers.

Affordable Housing

In the Consolidated Plan, the 2010 goal was to provide eleven (11) grants to income-qualified persons to purchase single-family dwellings. While there was sufficient interest in the program, only two persons were able to meet the income guidelines. Both recipients qualified as low-income persons and both persons and purchases were in compliance with all Section 215 requirements.

As there are no known rental dwellings which are seriously substandard, no attempt was made to address this area. Furthermore, during 2010, there were no efforts to address the accessibility needs of persons with disabilities.

Continuum of Care

As there are no known homeless persons in North Mankato, no attempt was made to address needs in this area. Special needs of persons that are not homeless are being addressed by other State and Federal funding services.

Other Actions

Projects and initiatives set forth in the Consolidated Plan and Annual Action Plan were implemented.

Leveraging Resources

No other public or private resources were obtained.

Citizen Comment

On September 6, 2011, a public hearing was held to present the CAPER. A 15-day comment period was made available after the public hearing.

CDBG Program

The City is in its first years as an Entitlement Community and subsequently in its first years of its Consolidated Plan. Due to limited funding, it is difficult to address all needs and objectives. While the City had intended on allocating eleven (11) grants of up to \$8,000 for income-qualified persons to purchase single-family dwellings, only two (2) grants were issued. Both grantees were female single head of households classified as low income.

Due to the limited interest in the homebuyer grant program, the City amended its Action Plan to discontinue the homebuyers grant program and use CBDG funds to acquire a single-family dwelling for redevelopment purposes and the demolition or rehabilitation of a commercial building.

THESE ARE DRAFT MINUTES AND NOT YET APPROVED BY THE BOARD

OFFICIAL PROCEEDINGS OF THE
BOARD OF COUNTY COMMISSIONERS OF THE
COUNTY OF NICOLLET
August 23, 2011

The Nicollet County Board of Commissioners met in special session on Tuesday, August 23, 2011 at 9:00 a.m. with Chair James Stenson presiding. Commissioners David Haack, Marie Dranttel, Dr. Bruce Beatty, and Jack Kolars were present. Also present were County Attorney Michael K. Riley, Auditor-Treasurer Bridgette Kennedy, Administrator Robert Podhradsky, and Acting Recording Secretary Paula Krook.

Upon a motion by Commissioner Kolars and seconded by Dranttel, it was moved to approve the minutes of the August 9, 2011 Board meeting. The motion carried unanimously.

Upon a motion by Commissioner Beatty and seconded by Haack, it was moved to approve the County bills as presented. On a roll call vote, all Commissioners present voted yes.

List bills

Social Services Director Joan Tesdahl appeared before the Board to request approval of the Social Services bills. Upon a motion by Commissioner Haack and seconded by Kolars, it was moved to approve the Social Service bills as presented. On a roll call vote, all Commissioners voted yes and the motion carried unanimously.

Jamie Haefner, Human Resources Director, noted the receipt of an end of probation request and asked that the Board consider approval. Upon a motion by Commissioner Kolars and seconded by Beatty, it was moved to accept the recommendation of the Human Resources Director for Auditor-Treasurer Kennedy and approve the end of probation request for Clerk 2 Rebecca DeYonge, and declare that she is a regular Nicollet County employee, effective September 1, 2011. The motion carried unanimously.

Director Haefner also informed the Board that Sheriff David Lange has hired Matt Vitale as a Full Time Temporary Correctional Officer to replace Jared Thelemann, who was selected for another position in the Sheriff's Office. Mr. Vitale began his position on August 19, 2011 at a salary of \$15.20 per hour, which represents pay step 3 of pay grade 12.

Human Resources Director Haefner requested that the Board consider approval to proceed with the process of position reclassifications. She noted that the process has not been completed for a number of years and the Personnel Committee is recommending that reclassification requests be authorized for this year. Upon a motion by Commissioner Stenson and seconded by Beatty, it was moved to accept the recommendation of the Personnel Committee and authorize the Human Resources Director to proceed with notification to Department Heads that applications for position reclassification will be accepted and considered. The motion carried unanimously.

Director Jamie Haefner also provided a resolution to the Board relating to a Sheriff's Office employee being eligible for coverage under the Police and Fire Retirement Plan. She noted that Sheriff Lange has activated the peace officer license for Correctional Officer Patric Pehrson, which will allow him to be utilized as a road deputy when necessary. Upon

a motion by Commissioner Beatty and seconded by Stenson, it was moved to accept the recommendation of the Human Resources Director for Sheriff Lange and approve a resolution declaring Patric Pehrson eligible for coverage under the Police and Fire Retirement Plan in accordance with the rules and regulations set forth in the PERA Employer Manual. The motion carried unanimously.

LIST RESOLUTION in final minutes

Environmental Services Deputy Zoning Administrator Rob Redding appeared before the Board to provide information about the Planning & Zoning Advisory Commission meeting of August 15th which includes no conditional use permits – as the permit for Gary Gilbertson (Permit No. C-18-10 in Oshawa Township) was withdrawn - the Commission has determined that the structure does not need a permit.

Deputy Zoning Administrator Redding noted that public testimony was received at the Planning & Zoning Advisory Commission meeting regarding possible changes to the County's kennel standards. This will again be discussed at a future meeting.

Public Works Director Seth Greenwood appeared before the Board to request authorization to award bids for the Bernadotte Township Bridge replacement. The following bids were received:

Midwest Contracting LLC of Marshall MN	\$194,989.00
Mathiowetz Construction Co. of Sleepy Eye MN	\$199,319.00
Cival Ag Group LLC of St. James MN	\$263,175.00

Upon a motion by Commissioner Beatty and seconded by Dranttel, it was moved to accept the recommendation of the Public Works Director and award the bid for replacement of the Bernadotte Township Bridge (Project SAP 52-599-25) to Midwest Contracting LLC of Marshall MN in the amount of \$194,989.00. The motion carried unanimously.

At this time, County Administrator Robert Podhradsky provided the Board with information relating to the retirement of current Nicollet County Attorney Michael K. Riley, Sr., noting his plans to retire on September 2, 2011. Mr. Podhradsky requested that the Board consider approval of a resolution acknowledging his retirement and appoint Michelle Zehnder Fischer as his successor to fill his remaining elected term which continues through December 31, 2014. Nicollet County Attorney Michael K. Riley, Sr. indicated his request to retire through a written letter dated August 18, 2011. Upon a motion by Commissioner Beatty and seconded by Dranttel, it was moved to acknowledge and accept the retirement of Nicollet County Attorney Michael K. Riley, Sr. and appoint Michelle Zehnder Fischer to fill the remaining balance of Mr. Riley's elected term, effective September 2, 2011. The motion carried unanimously.

LIST RESOLUTION in final minutes

Tri-County Solid Waste Director Al Christensen appeared before the Board to provide an update on solid waste activities. He discussed issues such as the tire/appliance/electronics collections, Hazardous Household Waste Collections, Rural Recycling Program, and a new program that Sibley County has started, called "Take it to the Box". This program allows people to safely dispose of controlled substances. Mr. Christensen will present information to the Tri-County Board to see if this program is something Nicollet County would be interested in as well.

Mr. Christensen also provided information relating to the employment agreement between Tri-County Solid Waste and Nicollet County. This agreement allows an employee

of Environmental Services to work for Tri-County Solid Waste a certain number of hours/days per week. Upon a motion by Commissioner Beatty and seconded by Kolars, it was moved to accept the recommendation of the Tri-County Solid Waste Director and approve the Purchase of Services Agreement between Tri-County Solid Waste and Nicollet County to share an employee from Environmental Services, effective for one (1) year from the date of final signing of the agreement. The motion carried unanimously.

At this time, Chair Stenson opened a public hearing in regards to setting fees for access to LandShark, a program to access land records in the Recorder's Office. Following discussion, Chair Stenson closed the public hearing. Upon a motion by Commissioner Beatty and seconded by Kolars, it was moved to accept the recommendation of the County Recorder and adopt the resolution establishing fees for charges to use the web-based produced for accessing land records entitled LandShark. The motion carried unanimously.

LIST RESOLUTION in final minutes

At this time, public hearings were held in regard to a number of County Ditches (32A, 40A, 46A, 62A, 71, 75, 78, 78 Lateral 2 Branch 4, 86A and 90). Public Works Director Seth Greenwood and Assistant Ditch Inspector Steve Campbell were both present to provide additional information on all proposed ditch petitions. There were 23 Landowners present for the hearings.

The first public hearing was for County Ditch 32A. The proposed petition is for cleaning 5.3 miles of County Ditch 32A. County Auditor-Treasurer Bridgette Kennedy received an anonymous phone call from a resident, stating that they are not opposed to cleaning the ditch, but has concerns for future farming, plowing practices, and asked that the County monitor the ditches more closely. Commissioner Kolars suggested that the Public Works Department remind landowners to refrain from farming so close to the edge of the ditches. County Auditor-Treasurer recommends placing a 35% lien on the petitioned sections/branches of County Ditch 32A as submitted, based on original benefits, to be paid back over a period of two (2) years at 4% interest, beginning in 2012 as listed below:

- From \$0 to \$500 – pay back in one year
- From \$501 and over – pay back in two years

The next hearing was for County Ditch 40A. The proposed petition is for cleaning 2.25 miles of County Ditch 40A. Landowner David Martin was present, and indicated that the grounds are protected by CRP. He has reseeded the CRP land once, which doesn't bother him, he just asks that the ditch is cleaned. Assistant Ditch Inspector Steve Campbell responded that the ditch system does not pay to replace CRP grass, and recommended that a berm be created in the future to keep the water running away from the ditch. County Auditor-Treasurer recommends placing a 7% lien on the petitioned sections/branches of County Ditch 40A as submitted, based on original benefits, to be paid back over a period of two (2) years at 4 % interest, beginning in 2012 as listed below:

- From \$0 to \$500 – pay back in one year
- From \$501 and over – pay back in two years

The next hearing was for County Ditch 46A. The proposed petitions are for the entire cleaning of County Ditch 46A. Assistant Ditch Inspector Steve Campbell informed the Board that several permits would need to be obtained before the cleaning could begin from the Dam to Mud Lake. 1995 was the last time this ditch was petitioned to be cleaned. Public Works Director Seth Greenwood talked about the Dam structure, and the water that currently stands in the ditch. This will most likely increase when the Dam is installed. Landowners Paul Zins, Tom Martens, and Dan Rosin were present, and had

concerns/comments about the fiber optic line that lies in the ditch, the water that is being held up, the vegetation growing, and the reconstruction of the existing berm and indicated their desire for the entire ditch to be cleaned, not just a portion. There was continued discussion about the timing of obtaining the necessary permits, the cleaning, and whether or not it could be done prior to the Dam being built. County Auditor-Treasurer recommends placing a 95% lien on the petitioned portion from the dam location, East to 411th Avenue, based on original benefits, to be paid back over a period of two (2) years at 4 % interest, beginning in 2012 as listed below:

From \$0 to \$500 – pay back in one year

From \$501 and over – pay back in two years

County Auditor-Treasurer also advised of additional expenses that would be payable if and when the portion of cleaning from the dam through Little Lake to the outlet into Mud Lake occurs.

The next hearing was for County Ditch 62A. The proposed petition is for cleaning 2.5 miles of County Ditch 62A. Assistant Ditch Inspector Steve Campbell informed the Board that the ditch was dug in 1975, and has never been cleaned. County Auditor-Treasurer recommends placing a 42% lien on the petitioned sections/branches of County Ditch 62A as submitted, based on original benefits, to be paid back over a period of two (2) years at 4 % interest, beginning in 2012 as listed below:

From \$0 to \$500 – pay back in one year

From \$501 and over – pay back in two years

The next hearing was for County Ditch 71. The proposed petition is for cleaning 1.1 miles of County Ditch 71. County Auditor-Treasurer recommends placing a 25% lien on the petitioned sections/branches of County Ditch 71 as submitted, based on original benefits, to be paid back over a period of two (2) years at 4 % interest, beginning in 2012 as listed below:

From \$0 to \$500 – pay back in one year

From \$501 and over – pay back in two years

The next hearing was for County Ditch 75. The proposed petition is for the cleaning of 3 miles of County Ditch 75. County Auditor-Treasurer recommends placing a 65% lien on the petitioned sections/branches of County Ditch 75 as submitted, based on original benefits, to be paid back over a period of two (2) years at 4% interest, beginning in 2012 as listed below:

From \$0 to \$500 – pay back in one year

From \$501 and over - pay back in two years

The next hearing was for County Ditch 78 Lateral 2 Branch 4. The proposed petition is for the cleaning of County Ditch 78 L2B4. Landowner Charles Kienlen was present, and had concerns/comments about the proposed cleaning, and how his end has become a basin that holds water. Assistant Ditch Inspector Steve Campbell believes the hold up is in Branch 4, that this cleaning should take care of that issue and suggested that the structures at the end of the ditch could also be repaired. County Auditor-Treasurer recommends placing a 25% lien on the petitioned sections/branches of County Ditch 78 L2B4 as submitted, based on original benefits, to be paid back over a period of two (2) years at 4 % interest, beginning in 2012 as listed below:

From \$0 to \$500 – pay back in one year

From \$501 and over – pay back in two years

The next hearing was for County Ditch 78. The proposed petition is for the cleaning 5.4 miles of County Ditch 78. Landowner Richard Gaalswyck and Al Larson (representing New Sweden Dairy) were present, and had concerns/comments about the portion of the

ditch that won't be cleaned, whether or not it will drain. Those concerns were addressed and will be part of the cleaning. County Auditor-Treasurer recommends placing a 24% lien on the petitioned sections/branches of County Ditch 78 as submitted, based on original benefits, to be paid back over a period of two (2) years at 4 % interest, beginning in 2012 as listed below:

- From \$0 to \$500 – pay back in one year
- From \$501 and over – pay back in two years

Commissioner Jack Kolars left the meeting at this time.

The next hearing was for County Ditch 86A. The proposed petition is for cleaning 1.7 miles of County Ditch 86A. Landowners Lynn Fluegge and Tim Waibel expressed concerns about how the property along the ditch will be assessed, and the flow of water during the year, and how it affects how much sediment is running into the ditch. County Auditor-Treasurer recommends placing a 60% lien on the petitioned sections/branches of County Ditch 86A as submitted, based on original benefits, to be paid back over a period of two (2) years at 4 % interest, beginning in 2012 as listed below:

- From \$0 to \$500 – pay back in one year
- From \$501 and over – pay back in two years

The next hearing was for County Ditch 90. The proposed petition is for cleaning 2.1 miles of County Ditch 90. County Auditor-Treasurer recommends placing a 105% lien on the petitioned sections/branches of County Ditch 90 as submitted, based on original benefits, to be paid back over a period of two (2) years at 4 % interest, beginning in 2012 as listed below:

- From \$0 to \$500 – pay back in one year
- From \$501 and over – pay back in two years

Upon a motion by Commissioner Dranttel and seconded by Beatty, it was moved to approve the cleaning petitions of County Ditches 32A, 40A, 62A, 71, 75, 78, 78 Lateral 2 Branch 4, 86A and 90. Commissioner Stenson made a motion to approve the cleaning petition of County Ditch 46A from the dam east to 411th Avenue and to authorize the Ditch Inspector to obtain the necessary permits to possibly clean the portion from the dam to Mud Lake. The motion was seconded by Beatty. All Commissioners present voted yes, and the motion carried.

County Administrator's report included information about the following items/meetings:

- Budget Committee meeting
- Insurance sub-committee meeting
- Insurance committee meeting
- Board & Budget Workshop
- Board Focus Group
- City of Nicollet Liaison Meeting

Chair James Stenson reported on the following past and future activities/meetings, including:

- No report

The Commissioners reported on various past and future activities/meetings, including:

- Commissioner Jack Kolars
- Excused

Commissioner David Haack

- No report

Commissioner Marie Dranttel

- No report

Commissioner Bruce Beatty

- No report

Upon a motion by Commissioner Haack and seconded by Beatty, it was moved to approve the expenses and per diems for the meetings noted above during the Commissioner reports and/or listed on the Claims Listing, and authorize payment of those expenses and per diems by the Auditor-Treasurer's Office. The motion carried unanimously.

Upon a motion by Commissioner Dranttel it was moved to adjourn the meeting at 12:42 pm. The motion carried unanimously.

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 12.A	Department: Administration	Council Meeting Date: 9/6/11
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TITLE OF ISSUE: Introduce Proposed 2012 Budget

BACKGROUND AND SUPPLEMENTAL INFORMATION:

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION:

For Clerk's Use:

Motion By: _____
 Second By: _____

Vote Record:

	Aye	Nay	
	_____	_____	Steiner
	_____	_____	Norland
	_____	_____	Schindle
	_____	_____	Freyberg
	_____	_____	Dehen

SUPPORTING DOCUMENTS ATTACHED

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

Other (specify) _____ Letter and background information.

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

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



CITY OF NORTH MANKATO

August 24, 2011

Honorable Mayor and City Council

RE: Proposed 2012 Budget

The enclosed budget is the City Administrator's recommendation for FY2012. The supporting documentation reflects the impact of the decisions made by the 2011 Legislature and the budget adjustments we have proposed in response. In addition to the current year reductions, the Legislature also permanently reduced the Local Government Aid pool. That decision, along with the Legislature's deferral of significant liabilities to the next biennium, means we must find more local revenues to support our future budgets.

The budget as proposed includes a levy-back of 100 percent of the 2012 LGA loss of \$497,323.

The proposed General Fund Expenditure Budget for 2012 is \$5,720,240. The tax levy necessary to support the budget as proposed is \$5,400,223. This is an increase of 12.17 percent over the current year's levy. Of the 12.17 percent, 9.77 percent relates to the levy-back and 2.40 percent to increased costs in the proposed budget.

The General Fund Budget as proposed provides for all currently authorized departmental positions and operations including the Swim Facility and Mass Transit. The budget continues the pay freeze that has been in effect for 2010 and 2011. In 2010 we did reduce staffing by two full-time personnel. The budget as proposed does not provide for any furloughs or layoffs. We continue to have one of the lowest staffing ratios of any comparable community. As of August 1, 2011, we have 60 full-time and 6 part-time employees. I believe we need to maintain employment at this level in order to properly maintain our facilities and accomplish all the required tasks. The Police Chief has requested an additional officer; however, we have not included that in our budget proposal at this time. In the supporting documentation you will find a comparison of North Mankato's police staffing and budget to a number of cities of similar size. In the supporting documentation you will find information on fuel prices as well as information on the increased cost of insurance coverages. These are some of the primary drivers of increased costs in the proposed budget.

Beginning with the unallotment at the end of 2008, we have absorbed \$1.94 million of lost Local Government Aid (LGA) and Market Value Homestead Credit (MVHC) through the end of this fiscal year. We have utilized a combination of reserves, staff reductions and expenditure reductions to account for that loss. While it is difficult to



contemplate property tax increases such as the one I am proposing, I believe it is necessary for the successful long-term operation of the City.

A proposed debt service levy schedule is enclosed for your consideration. Our goal has been to maintain the debt service tax levy at approximately \$1.5 million per year on a continuing basis. That structure has been developed including the issuance of Equipment Certificates on a rotating basis to fund equipment as outlined in the Five-Year Capital Improvement Plan. As there is no longer room in the General Fund Budget for the purchase of items of major equipment, the use of Equipment Certificates is our only available means of equipment acquisition. Continued operational efficiency with limited staff requires good equipment and spare units wherever possible. The units we are proposing to retire are 20 years old or greater and on those units we typically encounter problems with parts availability or functional obsolescence.

Library funding in the proposed budget remains at the 2011 level.

As a result of budget reductions from the State of Minnesota, I recommend that we redouble our efforts to have the State of Minnesota withdraw any and all unfunded mandates and to impose no new unfunded mandates in the future. This issue should be a legislative priority.

Attached you will find a chart reflecting our current operating expenditures per capita with a group of 20 cities we consider comparables. In 2009, we expended \$481 per capita while the average for the 20 comparable cities was \$706. That placed us 32 percent below the average of our comparables. We have been able to accomplish this by operating with a very lean staff and by having a group of employees who are capable and willing to perform whatever tasks are needed.

I request your consideration of this proposed budget as a way to stabilize our General Fund Budget. To plan and operate effectively, we need dependable sources of revenue on a continuing basis.

Very truly yours,

THE CITY OF NORTH MANKATO



Wendell Sande
City Administrator

WS:ng

CITY OF NORTH MANKATO
2012 BUDGET

Percentage Increase in Tax Levy

Levy Year	Collection Year	Levy	Increase (Decrease)	Increase (Decrease) %
2011	2012	\$5,400,223	\$586,069	12.17 %
2010	2011	4,814,154	0	0.00
2009	2010	4,814,154	140,075	3.00
2008	2009	4,674,079	70,510	1.53
2007	2008	4,603,569	384,819	9.12
2006	2007	4,218,750	73,800	1.88
2006	2007	LGA Levy Back	220,531	5.62
2005	2006	3,924,419	-	0.00
2004	2005	3,924,419	5,398	0.16
2004	2005	Levy Back	455,232	13.36
2004	2005	Co. Auditor Abatement Levy	57,187	1.68
2003	2004	3,406,602	81,745	2.83
2003	2004	60% Levy Back	435,668	15.08
2002	2003	2,889,189	234,595	8.84

Percentage Increase in General Fund Budget

Year	Mid-Year Adjustment	Budget	Increase (Decrease)	Increase (Decrease) %
2012		\$5,720,240	\$88,709	1.67 %
2011		5,631,531	318,881	6.00
2010	(220,000)	5,312,650	(235,255)	(4.24)
2009	(269,245)	5,547,905	106,910	1.96
2008		5,440,995	427,150	8.52
2007		5,013,845	127,677	2.61
2006		4,886,168	346,833	7.64
2005		4,539,335	145,411	(1.46)
2004		4,393,924	(212,646)	
2003		4,606,570	181,221	4.10
2002		4,425,349	277,529	6.69

Percentage Increase in Consumer Price Index

	U.S.	Mpls./ St. Paul	Average Annual Population Growth	N. Mankato Budget Increase (Decrease)
2011	3.63 %	3.79 %		1.67 %
2010	1.50	1.77		6.00
2009	2.72	3.02		(4.24)
2008	0.09	(0.32)		1.96
2007	4.08	3.80		8.52
2006	2.54	1.69		2.61
2005	3.42	3.21		7.64
2004	3.26	3.03		(1.46)
2003	1.88	1.65		4.10
2002	2.38	2.09		4.10
10-Year Average	2.55 %	2.37 %	1.30 %	2.68 %

**CITY OF NORTH MANKATO
BUDGET CALENDAR
FISCAL YEAR 2012 BUDGET**

June 30	Finance Director distributes budget calendars, budget worksheets and capital improvement worksheets to all Department Heads.
July 8	Department Heads submit budget and capital improvement requests.
July 8-22	Finance Director assembles preliminary City budget.
July 31	Deadline for Department of Revenue to certify Local Government Aid to be paid in 2012.
August 1	Last day for Volunteer Firefighters Relief Association officers to project accrued liability of the fund and certify requirements to City Council.
August 1 (5:00 p.m.)	Council Workshop with Department Heads.
August 29 (6:00 p.m.)	Council Budget Workshop.
Sept. 6 (6:00 p.m.)	Council Budget Workshop.
September 6	Proposed 2012 Budget submitted to City Council.
September 6	City certifies proposed levy.
Sept. 13 (7:30 a.m.)	Preliminary budget presented to North Mankato Port Authority Commission for approval.
September 15	Deadline for counties, cities, towns, school districts and special taxing districts to certify proposed tax levies to county auditors.
September 19	Proposed 2012-2016 Capital Improvement Plan to City Council.

October 3 (6:00 p.m.)	Council Budget Workshop.
October 17 (6:00 p.m.)	Council Budget Workshop.
November 10-24	Period for county auditors to prepare and county treasurers to mail notices of proposed tax levies to taxpayers.
November 14 (6:00 p.m.)	Council Budget Workshop.
November 23	Publish notice of public hearing.
November 29- December 20	Period for counties, cities and school districts to hold public hearings to adopt final tax levies.
December 5 (Monday)	City Council holds required Public Hearing (1st hearing).
December 12 (Monday)	City Council holds Public Hearing (continuation hearing). (If necessary)
December 19	City Council adopts 2012 Budget and Tax Levy (subsequent hearing).
December 19	City Council holds public hearing on 2012-2016 Capital Improvement Plan.
December 28	Deadline for all local governments to certify final tax levies to county auditors. No extension authorized.
December 28	Deadline for counties, cities, towns and school districts to certify compliance with Truth in Taxation Law to Department of Revenue.
January 31	Deadline to submit summary budget information to State Auditor. Publish budget summary in newspaper.

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Wendell Sande, City Administrator

DATE: August 25, 2011

SUBJECT: 2012 Tax Levy

The following are two alternative proposals for the 2012 tax levy. The first funds the General Fund Budget as proposed. The second funds the budget at a level that restores the lost LGA.

RESOLUTION NO.

RESOLUTION APPROVING A PROPOSED TAX LEVY

WHEREAS, Minnesota Statute 275.065 requires that on or before September 15th, each taxing authority shall certify to the County Auditor, the proposed property tax levy for taxes payable in the following year; and

WHEREAS, an estimate of the required property taxes for collection in the City of North Mankato for the tax year payable 2012 has been made;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, that a proposed tax levy in the amount of \$5,400,223 be certified to the Nicollet County Auditor on or before September 15, 2011. This levy shall be subject to modification by the City Council.

Adopted by the City Council this 6th day of September 2011.

Mayor

ATTEST:

City Clerk

City of North Mankato
2012 Levy

Fund #	Fund Name	2012 Gross Levy	2011 Gross Levy	Increase/ Decrease
101	General	\$2,656,357	\$2,656,357	
	Reduction in LGA	\$497,323		
	Increase in Costs	\$115,574		
211	Library	\$423,905	\$436,745	
212	Bookmobile	\$39,831	\$12,045	
220	Community Development (Abatement)	\$15,978	\$15,978	
225	Parkland	\$8,500	\$8,500	
226	Flood Control	\$6,000	\$6,000	
227	Contingency	\$50,000	\$55,000	
228	Port Authority	\$65,000	\$65,000	
860	Fireman's Relief	\$22,740	\$32,686	
		<u>\$3,901,208</u>	<u>\$3,288,311</u>	
305	Equip Certificates	\$137,985	\$254,525	
338	GO Imp Bonds 1998	\$302,000	\$95,000	
340	GO Imp Bonds 2000	\$120,000	\$152,000	
341	GO Imp Bonds 2001	\$115,000	\$99,220	
342	GO Imp Bonds 2002		\$65,113	
343	GO Imp Bonds 2003		\$24,133	
344	GO Street Bonds 2004	\$96,490		
345	GO Imp Bonds 2006		\$89,426	
347	GO Imp Bonds 2007	\$196,321	\$153,375	
348	GO Imp Bonds 2008	\$57,598	\$55,453	
354	GO Refunding Bonds 2003	\$40,195	\$94,766	
355	GO Refunding Bonds 2005	\$99,928	\$145,047	
	GO Refunding Bonds 2010	\$36,563		
308	CIP Bonds 2008	\$246,935	\$247,785	
603	CIP Bonds 2004	\$50,000	\$50,000	
	Total Debt Levy	<u>\$1,499,015</u>	<u>\$1,525,843</u>	
	Total Budgeted Levy	<u><u>\$5,400,223</u></u>	<u><u>\$4,814,154</u></u>	<u>12.17%</u>

RESOLUTION NO.

RESOLUTION APPROVING A PROPOSED TAX LEVY

WHEREAS, Minnesota Statute 275.065 requires that on or before September 15th, each taxing authority shall certify to the County Auditor, the proposed property tax levy for taxes payable in the following year; and

WHEREAS, an estimate of the required property taxes for collection in the City of North Mankato for the tax year payable 2012 has been made;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, that a proposed tax levy in the amount of \$5,284,649 be certified to the Nicollet County Auditor on or before September 15, 2011. This levy shall be subject to modification by the City Council.

Adopted by the City Council this 6th day of September 2011.

Mayor

ATTEST:

City Clerk

City of North Mankato
2012 Levy

Fund #	Fund Name	2012 Gross Levy	2011 Gross Levy	Increase/ Decrease
101	General	\$2,656,357	\$2,656,357	
	Reduction in LGA	\$497,323		
211	Library	\$423,905	\$436,745	
212	Bookmobile	\$39,831	\$12,045	
220	Community Development (Abatement)	\$15,978	\$15,978	
225	Parkland	\$8,500	\$8,500	
226	Flood Control	\$6,000	\$6,000	
227	Contingency	\$50,000	\$55,000	
228	Port Authority	\$65,000	\$65,000	
860	Fireman's Relief	\$22,740	\$32,686	
		<u>\$3,785,634</u>	<u>\$3,288,311</u>	
305	Equip Certificates	\$137,985	\$254,525	
338	GO Imp Bonds 1998	\$302,000	\$95,000	
340	GO Imp Bonds 2000	\$120,000	\$152,000	
341	GO Imp Bonds 2001	\$115,000	\$99,220	
342	GO Imp Bonds 2002		\$65,113	
343	GO Imp Bonds 2003		\$24,133	
344	GO Street Bonds 2004	\$96,490		
345	GO Imp Bonds 2006		\$89,426	
347	GO Imp Bonds 2007	\$196,321	\$153,375	
348	GO Imp Bonds 2008	\$57,598	\$55,453	
354	GO Refunding Bonds 2003	\$40,195	\$94,766	
355	GO Refunding Bonds 2005	\$99,928	\$145,047	
	GO Refunding Bonds 2010	\$36,563		
308	CIP Bonds 2008	\$246,935	\$247,785	
603	CIP Bonds 2004	\$50,000	\$50,000	
	Total Debt Levy	<u>\$1,499,015</u>	<u>\$1,525,843</u>	
	Total Budgeted Levy	<u>\$5,284,649</u>	<u>\$4,814,154</u>	<u>9.77%</u>

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 12.D	Department: Administration	Council Meeting Date: 9/6/11
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TITLE OF ISSUE: Award Quote for Sanitary Sewer Extension at the Corner of Lookout and Carlson

BACKGROUND AND SUPPLEMENTAL INFORMATION: It was necessary to extend a large diameter sanitary sewer 60 feet to avoid conflict with a turn lane to be constructed on Lookout Drive to westbound Carlson Drive. The sanitary sewer will be extended to the north along Lookout Drive in the future.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Award Quote

For Clerk's Use:

Motion By: _____
 Second By: _____

Vote Record:

Aye	Nay	
_____	_____	Steiner
_____	_____	Norland
_____	_____	Schindle
_____	_____	Freyberg
_____	_____	Dehen

SUPPORTING DOCUMENTS ATTACHED

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

Other (specify) Quote for Sanitary Sewer Extension

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

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

Dirt Merchant Inc.

3301 Third Avenue
Mankato, MN
Phone: (507) 389-9112
Fax: (507) 389-9703

PROPOSAL

TO: City of North Mankato

DATE

August 16, 2011

PHONE

FAX

Attn: Derrick

JOB NAME/LOCATION

Lookout & Carlson Drive
North Mankato, MN

We hereby submit specifications and estimates for:

Base Bid Site Work

Traffic Control	Lump Sum Price \$500.00
Remove & Relocate Storm Inlet 15" RCP	Lump Sum Price \$2,000.00
Manhole Type K Installation	Lump Sum Price \$5,488.00
18" Sanitary Sewer	Lump Sum Price \$7,882.00
Casting Assembly	Lump Sum Price \$700.00
Plug Existing Pipe	Lump Sum Price \$200.00

*Bid Based On Plans Dated 5-27-2011

Bid Exclusions:

- *Soil Correction
- *Street Sweeping For Other Trades
- *Street Patching
- *Geotechnical Services
- *Surveying
- *Aggregate Base For Street Patching
- *Cold Weather Construction
- *Permits

WE PROPOSE hereby to furnish material and labor - complete in accordance with the above specifications, for the sum of: dollars \$ **\$16,770.00**

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance.

Signature 

Note: This proposal may be withdrawn by us if not accepted within 15 days.

ACCEPTANCE OF PROPOSAL - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.

Signature _____

Date of Acceptance: _____

HOFFMAN CONSTRUCTION CO.



123 CTH A
Black River Falls, WI 54615
Phone (715) 284-2512 Fax (715) 284-9698
www.hoffmanconstructionco.com

August 8, 2011

Bolton & Menk, Inc.
Brian Malm, PE
1960 Premier Drive
Mankato, MN 56001

RE: SP # 150-020-005
City # 10-01-A-F
City of North Mankato, MN
BMI #M12.37970
HCC # 1101

Brian

Hoffman Construction Company is submitting a change order request on behalf of our subcontractor due to the changes that were made on Sheet 48 of the Utility Plan and forwarded to HCC on August 2, 2011. This request is for 60 LF of 18" Sanitary Sewer and an additional MH J. Our subcontractor feels that this additional work requested is outside of the scope of the original contract for these items of work. This request is as follows:

CO Additional Sanitary and MH J	\$ 27,580.00
HCC Admin Markup 5 %	<u>\$ 1,379.00</u>
	\$ 28,959.00

All related documentation is attached.

Please let us know how we should proceed with these changes. If you have any questions, please contact me at (715) 284-2512.

Sincerely,


Brad C. Eberhardt
Hoffman Construction Company

Brad Eberhardt

From: Timothy E. Culp <timc@smhentges.com>
Sent: Monday, August 08, 2011 8:16 AM
To: Brad Eberhardt
Subject: Copy of Change Order Request Form master.xlsx
Attachments: Copy of Change Order Request Form master.xlsx

Brad,

Here is pricing for the MH j at Lookout Drive. I will see you Wednesday at the meeting.

Tim Culp
Estimator/Project Manager
TimC@SMHentges.com



S.M. Hentges & Sons Inc.
650 Quaker Avenue
Jordan, MN 55352
Tel 952-492-5700
Fax 952-492-5705

www.smhentges.com

THE INFORMATION CONTAINED IN THIS EMAIL MESSAGE AND IN ANY ACCOMPANYING ATTACHMENT, IS CONFIDENTIAL AND PRIVILEGED. IT IS ONLY INTENDED FOR THE USE OF EACH RECIPIENT. IF YOU ARE NOT AN INTENDED RECIPIENT, OR THE EMPLOYEE OR AGENT RESPONSIBLE TO DELIVER THIS MESSAGE TO AN INTENDED RECIPIENT, YOU ARE HEREBY NOTIFIED THAT ANY DISCLOSURE, COPYING, OR DISTRIBUTION

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 12.E	Department: Administration	Council Meeting Date: 9/6/11
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TITLE OF ISSUE: Renewal of MRCI WorkSource Agreement

BACKGROUND AND SUPPLEMENTAL INFORMATION: Attached is the MRCI WorkSource Agreement for the period of September 1, 2011 through August 31, 2012 which calls for a rate increase from \$8.50 per hour to \$8.67 per hour which equates to 2.00%.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Approve Agreement

For Clerk's Use:

Motion By: _____
 Second By: _____

Vote Record:

	Aye	Nay	
	_____	_____	Steiner
	_____	_____	Norland
	_____	_____	Schindle
	_____	_____	Freyberg
	_____	_____	Dehen

SUPPORTING DOCUMENTS ATTACHED

Resolution	Ordinance	Contract	Minutes	Map
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify) _____		MRCI WorkSource Agreement		

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

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



THE CITY OF NORTH MANKATO
RIVERBEND RECYCLING CENTER

This agreement made and entered into by and between Mankato Rehabilitation Center, Inc, a Minnesota corporation, hereinafter called "MRCI WorkSource" and The City of North Mankato Riverbend Recycling Center, hereinafter called "The City of North Mankato Riverbend Recycling Center", whose billing address is: ATTN: Wendell Sande 1001 Belgrade Avenue, North Mankato MN 56003.

RECITALS

Whereas, The City of North Mankato Riverbend Recycling Center desire individuals to perform recycling tasks.

Whereas MRCI WorkSource desires to provide these services utilizing individuals that work as a crew with MRCI WorkSource supervision.

Now therefore in consideration of the promises, conditions, and covenants contained herein, the parties agree to the following:

1. The City of North Mankato Riverbend Recycling Center agrees to purchase all necessary supplies and equipment to complete assigned tasks.
2. The City of North Mankato Riverbend Recycling Center agrees to provide initial training of MRCI WorkSource staff as to the specifications of the work to be completed, and on-going consultation regarding procedural changes and overall work performance.
3. The workers assigned to this job site may be considered vulnerable adults. MRCI WorkSource requires any suspected issues related to the worker's vulnerability be reported to the workers MRCI WorkSource Supervisor, who will take appropriate action. Further, information about the workers should be considered confidential, and subject to the same protection as other employee information under the Federal and State data privacy laws.

MRCI - Mankato
15 Map Drive PO Box 328
Mankato, MN 56002-0328
Phone 507-386-5600
FAX 507-345-5991
Website: www.MRCIWorkSource.org

MRCI - Highland Plaza
1611 Monks Avenue
Mankato, MN 56001
Phone 507-386-5799
FAX 507-386-5796

MRCI - Front Street
503 South Front
Mankato, MN 56001-3178
Phone 507-386-5794
FAX 507-386-5795

MRCI - New Ulm
2100 North Broadway
PO Box 894
New Ulm, MN 56073-0894
Phone 507-233-2700
FAX 507-354-8146

MRCI - Fairmont
701 Cory Lane
Fairmont, MN 56031
Phone 507-238-4388
FAX 507-238-4389

MRCI - Shakopee
5272 Valley Industrial Boulevard South
Shakopee, MN 55379
Phone 952-465-0450
FAX 952-465-0490

MRCI - Chaska
1045 Stoughton Avenue
Chaska, MN 55318-2149
Phone 952-448-2234
FAX 952-448-5418

MRCI - Rosemount
15191 Boulder Court
Rosemount, MN 55068
Phone 651-423-8900
FAX 651-423-8939

Blue Earth County
Employment Services
Old Town Center
515 North Riverfront Drive, Suite 200
Mankato, MN 56001
Phone 507-386-5780
FAX 507-386-5788

Steele County Employment Services
603 Florence Avenue
Owatonna, MN 55060
Phone 507-444-7570
Fax 507-444-7597

MRCI - Thrift Shop
111 Sioux Road
Mankato, MN 56001-4839
Phone 507-388-3867

MRCI - Bargain\$
1702 Westridge Road, Suite 36
New Ulm, MN 56073
Phone 507-354-3289

United Way

EEO-AA

CARF

Speech-To-Speech
877-627-3848

Minnesota Relay Service
800-627-3529
TTY/NoiCe/ACII

4. Compensation. In exchange for the above services, MRCI WorkSource will bill The City of North Mankato Riverbend Recycling Center \$8.67 an hour for each hour worked. The workers will retain full employment status with MRCI WorkSource and will receive benefits and protection associated with that status.

Payment will be due to MRCI WorkSource upon receipt of invoice. Accounts not paid within thirty (30) days will be subject to a finance charge of 1.5% which is an annual rate of 18%. It is further understood that in the event of default, any or all reasonable collection or attorney fees will be added to The City of North Mankato Riverbend Recycling Center 's account.

5. Term. The term of this agreement shall commence on September 1, 2011 and shall terminate on August 31, 2012. MRCI WorkSource will provide service Monday through Friday as mutually agreed.
6. The crew will follow the MRCI WorkSource holiday schedule.
7. Insurance. MRCI WorkSource will provide The City of North Mankato Riverbend Recycling Center with proof of appropriate and requested insurance.
8. Cancellation. Both parties reserve the right to cancel this contract by providing a two week notice of intention.



MRCI WorkSource
Brian Benshoof, Chief Executive Officer

9-1-11

Date

The City of North Mankato
Wendell Sande

Date

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 12.F	Department: Administration	Council Meeting Date: 9/6/11
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TITLE OF ISSUE: 2011 Swimming Facility Report

BACKGROUND AND SUPPLEMENTAL INFORMATION: Attached is the 2011 Swimming Facility Report. Season ticket sales for family passes were 342 compared to 262 for 2010, single passes were 95 compared to 88 for 2010 and punch cards were 101 compared to 82 for 2010. Total income for 2011 was \$40,841.20 compared to \$41,017.92 for 2010. The season was shortened by the late end of school in June and the loss of guards returning to college in August.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: No action required.

For Clerk's Use:

Motion By: _____
 Second By: _____

Vote Record:

	Aye	Nay				
	_____	_____	Steiner			
	_____	_____	Norland			
	_____	_____	Schindle			
	_____	_____	Freyberg			
	_____	_____	Dehen			

SUPPORTING DOCUMENTS ATTACHED

Resolution	Ordinance	Contract	Minutes	Map
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify)		<u>2011 Swimming Facility Report</u>		

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

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

CITY OF NORTH MANKATO
 SPRING LAKE PARK
 SWIMMING REPORT
 2011

	2009	2010	June 2011	July 2011	August 2011	Totals 2011
SEASON TICKET SALES:						
Family	228	263	314	28	0	342
Single	88	88	89	6	0	95
Punch Cards	95	82	54	45	2	101
Total Tickets	411	433	457	79	2	538
No Charge Family passes	36	44	73	14	0	87
No Charge Single passes	2	0	0	0	0	0
INCOME:						
Concessions	\$8,789.24	\$14,460.02	\$2,955.25	\$7,249.35	\$2,934.10	\$13,138.70
Paid Daily Admissions	\$8,870.00	\$13,236.90	\$1,922.75	\$6,614.00	\$2,108.50	\$10,645.25
Donations	\$640.00	\$504.00	\$1,044.00	\$0.00	\$0.00	\$1,044.00
Paid Season Admissions	\$11,328.25	\$12,817.00	\$14,171.75	\$1,816.50	\$25.00	\$16,013.25
Total Income	\$29,627.49	\$41,017.92	\$20,093.75	\$15,679.85	\$5,067.60	\$40,841.20
GENERAL:						
Total Admission	15,237	21,970	4,498	11,539	5,000	21,037
Days Open All Day	55	77	12	28	20	60
Days Partly Open	12	4	4	3	1	8
Days Closed	12	5	4	0	0	4
Total Possible Days	79	86	20	31	21	72
FEES:						
Resident Family Season *	*\$36.00	*\$36.00	\$40.00	\$40.00	\$40.00	
Resident Single Season *	*\$17.00	*\$17.00	\$19.00	\$19.00	\$19.00	
Adult Admission	\$1.50	\$1.50	\$1.50	\$1.50	\$1.50	
Children Admission	\$1.50	\$1.50	\$1.50	\$1.50	\$1.50	
Punch Cards	\$12.50	\$12.50	\$12.50	\$12.50	\$12.50	
Babysitter	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	

* Promotional rates in effect during May

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 13.A	Department: Clerk	Council Meeting Date: 9/6/11
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TITLE OF ISSUE: Application for Taxicab License for Mavs Taxi for 2011

BACKGROUND AND SUPPLEMENTAL INFORMATION: Mavs Taxi, Inc. is applying for a taxicab license for two vehicles. They have provided the Certificate of Insurance, maintenance of vehicles worksheets and their rates. The Police Chief has completed a background investigation and is recommending approval of the taxicab license for Mavs Taxi.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Approve taxicab license.

For Clerk's Use:

Motion By: _____
 Second By: _____

Vote Record:

	Aye	Nay	
	_____	_____	Steiner
	_____	_____	Norland
	_____	_____	Schindle
	_____	_____	Freyberg
	_____	_____	Dehen

SUPPORTING DOCUMENTS ATTACHED

Resolution	Ordinance	Contract	Minutes	Map
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify)		Application for Taxicab License		
		Certificate of Insurance		
		Rate Sheet		
		Maintenance Reports		

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

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

APPLICATION FOR LICENSE
CITY OF NORTH MANKATO

TYPE OF LICENSE: Taxicab License

Application Fee: \$40.00

BUSINESS NAME: Mavis Taxi Inc
BUSINESS ADDRESS: 231 South Victory Dr
MINNESOTA TAX I.D. # 2128997 FEDERAL TAX I.D. # 45-2555397

Applicant's Name: Roba Bati 507-304-6304
Ayete
(Include full middle name)

Applicant's Social Security #: _____ Citizenship Status: American

Applicant's Present Address: 1717 Bassett Dr Mankato, MN 56001

Length of time at this address: over 5 years

Applicant's Occupation: Selfemploy

Applicant's Place of Employment: AKK 231 South Victor Dr Mankato, MN 56001

Length of time so engaged: over 4 years

Applicant's addresses and occupations for the three (3) years prior to the date of application
(if different from above):

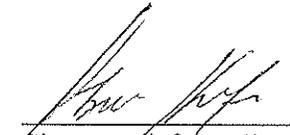
Has applicant ever been convicted of a felony, gross misdemeanor, or misdemeanor, including violation of a municipal ordinance but excluding traffic violations, and if so, the date and place of conviction and the nature of the offense:

N/A

List four (4) character references if applicant has not resided in the City for two (2) years prior to the date of application:

References continued ---

I, the applicant, understand that it is unlawful to intentionally make a false statement or omission upon this application form. Further, I understand that any false statement in such application, or any willful omission to state any information called for on such application form, shall, upon discovery of such falsehood, work an automatic refusal of license, or if already issued, shall render any license or permit issued pursuant thereto, void, and of no effect to protect me from prosecution for violation of Chapter 6, or any part hereto, of the City Code for the City of North Mankato.



 Signature of Applicant

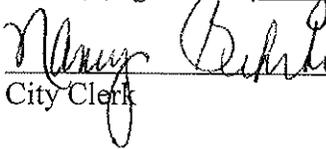
1/10/74

 Date of Birth

8/11/11

 Date of Signing

Subscribed and sworn to before me this
11th day of August, 20 11.



 City Clerk

OFFICE USE If needed:

POLICE approved not approved ___ Date: 08-26-2011

COUNCIL ACTION approved ___ not approved ___ Date: Boyer



Application Fee paid on: _____

License Issued on: _____

**CITY OF NORTH MANKATO
APPLICATION FOR RENEWAL OF LICENSES**

Following are the license fees for City licenses for the period January 1, 2011, through December 31, 2011. Please complete this form, sign it, and return it by December 1, 2010, along with the appropriate license fee payable to the City of North Mankato.

RETURN TO: City Clerk/City of North Mankato
P.O. Box 2055
North Mankato, MN 56002-2055

On-Sale Intoxicating Liquor	\$3,375	\$ _____
Sunday On-Sale Liquor	200	\$ _____
Off-Sale Intoxicating Liquor	200	\$ _____
On-Sale Intoxicating Liquor (Club)	300	\$ _____
Wine	250	\$ _____
Cabaret (only with on-sale)	375	\$ _____
Business Set-Up	300	\$ _____
3.2 Beer Off-Sale	30	\$ _____
3.2 Beer On-Sale	250	\$ _____
Cigarette	150	\$ _____
Soft Drink	20	\$ _____
Mechanical Amusement Device	15/site & 15/each machine	\$ _____
Taxicab	2 - 20 /vehicle	\$ <u>40.00</u>
Mobile Home	60	\$ _____
Refuse Hauler	30 /first truck	\$ _____
	20 /each addl. truck	\$ _____
	TOTAL:	\$ <u>40.00</u>

I, the undersigned, hereby stipulate that I will maintain the required worker's compensation insurance and if necessary, liquor liability insurance, throughout the licensing period.

[Signature]
Applicant's Signature

Social Security Number

Applicant's Address

Date

Maus Taxi Inc
Business Name

2128997
Minnesota Tax I.D. #

45-2555397
Federal Tax I.D. #

231 South Victory Dr
Business Address

Date: 8 / 26 / 11

Midas Touch™ Visual Courtesy Check



Customer: Robi Bate

VIN: 1C4674464X8809465

EST or CSR #:

License Plate: None

Mi/Km: 123695

Year/Make/Model: 01 Chrysler T/C

Trust the Midas touch®

No immediate attention	May require future attention	Immediate attention
-------------------------------	-------------------------------------	----------------------------

Check Following						
Inspection/License due date: If applicable _____						
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Exterior Condition	LF	LR	RF	RR	OK
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Missing Hubcaps	LF	LR	RF	RR	OK
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Starting System	Slow to Crank				Noisy
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Engine	Engine Light On	Rough Idle	Noisy	Stalls/Hesitates	
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Wipers & Spray	Inop.	Torn	Bent	Chatter/Striking	
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Windshield	Cracked		Chipped		
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Transmission	Slipping		Noisy	Harsh shifts	
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Horn	Inop.		Poor Tone		
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Interior/Exterior Lighting	Inop.		Damaged Lens		

Check Under Hood				
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Hood Supports	Missing	Inop.	Damaged
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Battery/Cables	CCA Rating _____	CCA Actual _____	Out of Spec. Corroded
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Air Filter	Missing	Restricted	OE Interval
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Radiator	Leaking	Corrosion	Damaged
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Water Pump	Leaking	Noisy	
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Coolant Hoses	Cracked	Leaking	Spongy
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Belts (except timing belt)	Missing	Cracked	Frayed

Check Fluids			
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Window Washer Fluid		Filled
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Engine Oil	Level _____	OE Interval _____
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Coolant	Level pH _____	Freeze Point <u>-30</u> OE Interval Filled
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Transmission Fluid	Level _____	OE Interval Filled
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Power Steering Fluid	Level _____	OE Interval Filled
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Brake Fluid	Level _____	Copper ppm _____ OE Interval _____

ppm: 0 | 10 | 57 | 100 | 200 | 300

200 ppm or greater

Check Under Vehicle				
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Steering System	Bent	Seized	Torn Boot Loose
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Shocks & Struts	Leaking	Over 50,000 miles / 80,000 kilometers on original OEM units	
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Brake Lines/Hoses	Leaking	Rusted/Damaged	Cracked
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Fuel Lines/Hoses	Leaking	Restricted	Cracked
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Exhaust System	Leaking	Loose	Rattle
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Engine Leaks/Mounts	Fluid Leak	Broken Mount	
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Transmission Leaks/Mounts	Fluid Leak	Broken Mount	
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Driveline (Axle/CV Shaft)	Torn Boot	Worn/Binding joint	

Check Tires	
Tire size OE <u>215/65/16</u>	Actual <u>215/65/16</u>
Tread Depth <input checked="" type="checkbox"/> 7/32" or Greater <input type="checkbox"/> 3/32" to 6/32" <input type="checkbox"/> 2/32" or Less	
Wear Pattern/Damage LF <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> RF <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> LR <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> RR <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Air Pressure <input checked="" type="checkbox"/> TPMS warning system Before Adjusted to OEM Spec. front LF _____ RF <u>32</u> Rear LR _____ RR <u>32</u>
Tire Check/OE Interval suggests: <input type="checkbox"/> Alignment <input type="checkbox"/> Balance <input type="checkbox"/> Rotation <input type="checkbox"/> New tire	

Brake Symptom Observed			
<input type="checkbox"/> Low Pedal	<input type="checkbox"/> Hard Pedal	<input type="checkbox"/> Warning Light	<input type="checkbox"/> Full Evaluation Suggested
<input type="checkbox"/> Pulsation	<input type="checkbox"/> Noise	<input type="checkbox"/> None at this time	<input type="checkbox"/> Full Evaluation Requested By Customer

Technician Comments: RF Tire has some gouges in side wall. Small oil leak not a real issue now. New rear brakes

Tech Initials MS Service Advisor Initials _____

Do you follow your vehicle's factory scheduled maintenance (FSM) program? Yes No

Your next service interval is scheduled at _____ miles/kilometers

The Midas Touch™ Visual Courtesy Check is a visual check only. This Courtesy Check will not include the teardown, dismantling or removal of any component part or system inspected. The results of this Courtesy Check will be provided to you. Depending upon the results of this Courtesy Check, if you desire additional inspection work and/or parts, it will be necessary for you to authorize any additional inspection, work and/or parts.

How'd it go... We want to know... REALLY! www.midas.com



Date: 8/26/11

Midas Touch™ Visual Courtesy Check



Customer:

VIN: 11846P25331B263014 EST or CSR #:

License Plate: None

Mi/km: 88542

Year/Make/Model: 01 Dodge Caravan

Trust the Midas touch.®

No immediate attention	May require future attention	Immediate attention
-------------------------------	-------------------------------------	----------------------------

Check Following						
Inspection/License due date: If applicable _____						
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Exterior Condition	LF	LR	RF	RR	OK
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Missing Hubcaps	LF	LR	RF	RR	OK
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Starting System	Slow to Crank Noisy				
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Engine	Engine Light On	Rough Idle	Noisy Stalls/Hesitates		
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Wipers & Spray	Inop.	Torn	Best	Chatter/ Streaking	
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Windshield	Cracked		Chipped		
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Transmission	Slipping		Noisy	Harsh shifts	
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Horn	Inop.		Poor Tone		
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Interior/Exterior Lighting	Inop.		Damaged Lens		

Check Under Hood				
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Hood Supports	Missing	Inop.	Damaged
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Battery/Cables	CCA Rating _____	CCA Actual _____	Out of Spec. Corroded
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Air Filter	Missing	Restricted	OE Interval
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Radiator	Leaking	Corrosion	Damaged
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Water Pump	Leaking	Noisy	
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Coolant Hoses	Cracked	Leaking	Spongy
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Belts (except timing belt)	Missing	Cracked	Frayed

Check Fluids				
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Window Washer Fluid	Filled		
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Engine Oil	Level	OE Interval	
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Coolant	Level pH _____	Freeze Point _____	OE Interval Filled
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Transmission Fluid	Level	OE Interval	Filled
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Power Steering Fluid	Level	OE Interval	Filled
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Brake Fluid	Level	Copper ppm _____	OE Interval _____

ppm: 0 | 10 | 57 | 100 | 200 | 300

← REQUIRED →
200 ppm or greater

Check Under Vehicle				
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Steering System	Bent	Seized	Torn Boot Loose
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Shocks & Struts	Leaking	Over 50,000 miles / 80,000 kilometers on original OEM units	
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Brake Lines/Hoses	Leaking	Rusted/Damaged	Cracked
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Fuel Lines/Hoses	Leaking	Restricted	Cracked
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Exhaust System	Leaking	Loose	Rattle
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Engine Leaks/Mounts	Fluid Leak	Broken Mount	
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Transmission Leaks/Mounts	Fluid Leak	Broken Mount	
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Driveline (Axle/CV Shaft)	Torn Boot	Worn/Binding Joint	

Check Tires

Tire size OE _____ Actual 215/70/15

Tread Depth					
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	7/32" or Greater	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	3/32" to 6/32"	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	2/32" or Less
LF	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	7/32	5/32	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	RF
LR	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	7/32	7/32	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	RR

Wear Pattern/ Damage LF <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> RF <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> LR <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> RR <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Air Pressure <input checked="" type="checkbox"/> TPMS warning system Before Adjusted to OEM Spec LF <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Front 32 RF <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> LR <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Rear 32 RR <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Tire Check/OE Interval Suggests: <input type="checkbox"/> Alignment <input type="checkbox"/> Balance <input type="checkbox"/> Rotation <input type="checkbox"/> New tire
---	--	---

Brake Symptom Observed			
<input type="checkbox"/> Low Pedal	<input type="checkbox"/> Hard Pedal	<input type="checkbox"/> Warning Light	<input type="checkbox"/> Full Evaluation Suggested
<input type="checkbox"/> Pulsation	<input type="checkbox"/> Noise	<input type="checkbox"/> None at this time	<input type="checkbox"/> Full Evaluation Requested By Customer

Technician Comments: *Everything looks good.*

Tech Initials *MS* Service Advisor Initials _____

Do you follow your vehicle's factory scheduled maintenance (FSM) program? Yes No

Your next service interval is scheduled at _____ miles/kilometers

The Midas Touch™ Visual Courtesy Check is a visual check only. This Courtesy Check will not include the teardown, dismantling or removal of any component part or system inspected. The results of this Courtesy Check will be provided to you. Depending upon the results of this Courtesy Check, if you desire additional inspection work and/or parts, it will be necessary for you to authorize any additional inspection, work and/or parts.

How'd it go...We want to know...REALLY! www.midas.com





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
8/24/2011

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

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

PRODUCER AdvisorNet Property and Casualty LLC 1221 Nicollet Mall Suite 400 Minneapolis MN 55403	CONTACT NAME: Julie Pelischek PHONE (A/C No. Ext): (866) 896-0281 FAX (A/C No.): (612) 313-7574 E-MAIL ADDRESS: jpelischek@advisornetpc.com	
	INSURER(S) AFFORDING COVERAGE	
INSURED Mavs Taxi, Inc 231 S. Victory Drive Mankato MN 56001	INSURER A: American Country Insurance Co.	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES CERTIFICATE NUMBER: 11-12 REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-ECT <input type="checkbox"/> LOC						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS			MN 1000000049	8/15/2011	8/15/2012	COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ 100,000 BODILY INJURY (Per accident) \$ 300,000 PROPERTY DAMAGE (Per accident) \$ 50,000 Uninsured motorist BI split \$ 25,000
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED \$ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below			N/A			WC STATUTORY LIMITS <input type="checkbox"/> OTHER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

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

2001 Dodge Caravan
1B4GP25331B263014

2000 Chrysler Town & Country
1C4GP44GXYB809465

CERTIFICATE HOLDER **CANCELLATION**

City of North Mankato Licensing Division 1001 Belgrade Ave PO Box 2055 North Mankato, MN 56002	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE Luke Anderson/JP



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
8/24/2011

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PRODUCER AdvisorNet Property and Casualty LLC 1221 Nicollet Mall Suite 400 Minneapolis MN 55403		CONTACT NAME: Julie Pelischek PHONE (A/C No. Ex): (866) 896-0281 FAX (A/C No.): (612) 313-7574 E-MAIL ADDRESS: jpelischek@advisornetpc.com	
INSURED Mavs Taxi, Inc 231 S. Victory Drive Mankato MN 56001		INSURER(S) AFFORDING COVERAGE INSURER A: American Country Insurance Co. INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES CERTIFICATE NUMBER: 11-12 REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WYD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS			MN 1000000049	8/15/2011	8/15/2012	COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ 100,000 BODILY INJURY (Per accident) \$ 300,000 PROPERTY DAMAGE (Per accident) \$ 50,000 Underinsured motorist Bl split \$ 25,000
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				WC STATUTORY LIMITS <input type="checkbox"/> OTHER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 2001 Dodge Caravan
 1B4GP25331B263014
 2000 Chrysler Town & Country
 1C4GP44GXYB809465

CERTIFICATE HOLDER**CANCELLATION**

City of Mankato
 Licensing Division
 10 Civic Center Plaza
 Mankato, MN 56001

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

AUTHORIZED REPRESENTATIVE
 Luke Anderson/JP

Mavs Taxi Inc
231 south victory drive
Mankato Mn 56001

Mavs Taxi Inc rate
\$2.00 pick up up to two people. \$1.80 mile
\$3.00 pick up three to six people. \$1.80 mile

State of Minnesota

SECRETARY OF STATE

CERTIFICATE OF INCORPORATION

I, Mark Ritchie, Secretary of State of Minnesota, do certify that: Articles of Incorporation, duly signed and acknowledged under oath, have been filed on this date in the Office of the Secretary of State, for the incorporation of the following corporation, under and in accordance with the provisions of the chapter of Minnesota Statutes listed below.

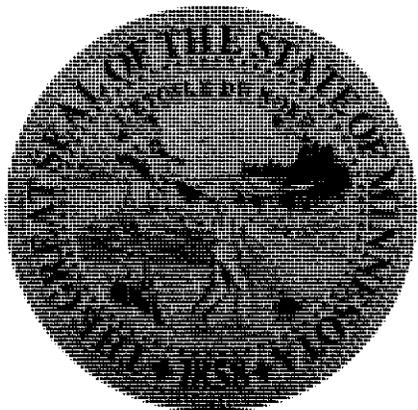
This corporation is now legally organized under the laws of Minnesota.

Corporate Name: Mavs Taxi Inc

Corporate Charter Number: 4350449-2

Chapter Formed Under: 302A

This certificate has been issued on 06/21/2011.



Mark Ritchie
Secretary of State

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 13.B	Department: Clerk	Council Meeting Date: 9/6/11
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TITLE OF ISSUE: Large Group Permit for Williams/Hawker Wedding

BACKGROUND AND SUPPLEMENTAL INFORMATION: Dustin Williams is applying for a large group permit for the Williams/Hawker Wedding to be held from noon to 8 p.m. on Saturday, July 21, 2012 at Wheeler Park. No audio is requested and between 150-200 people are expected to attend.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Approve large group permit.

For Clerk's Use:

Motion By: _____
 Second By: _____

Vote Record:

	Aye	Nay	
	_____	_____	Steiner
	_____	_____	Norland
	_____	_____	Schindle
	_____	_____	Freyberg
	_____	_____	Dehen

SUPPORTING DOCUMENTS ATTACHED

Resolution	Ordinance	Contract	Minutes	Map
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify) _____		Application for Large Group Permit.		

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

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

CITY OF NORTH MANKATO PARK PERMIT

This permit does reserve space in a City Park.

PERMIT #: 4 -2012 SHELTER: Wheeler FEE: 60.00

TYPE OF EVENT: Wedding DATE VALID: 7-21-12 HOURS: NOON - 8:00pm

ORGANIZATION: Williams/Hawker Wedding SIZE: 150-200

APPLICANT NAME: Dustin Williams

ADDRESS: 322 South Murphy St. CITY: Lake Crystal

ZIP: 56055 DAYTIME PHONE #: 507-382-1868

TENTS: NO ELECTRICITY: NO ALCOHOL: NO

If keg beer, a \$250 deposit and \$25 fee are required.

AUDIO DEVICES: NO

Amplified music or band requires Council approval

OTHER: _____

PERMIT APPROVED: _____

DATE: 8-12-11

PERMIT DENIED: _____

REFER TO COUNCIL:

Nancy Gehlke / vs.
City Clerk

The following 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.
- * 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.

ALLOWED

- * Personal grills may be brought in.
- * Keg beer is allowed only with a permit.
- * 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.**

SIGNED: _____

Dustin Williams
Applicant

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 13.C	Department: Clerk	Council Meeting Date: 9/6/11
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TITLE OF ISSUE: Large Group Permit for Lindblom/Waldron Wedding

BACKGROUND AND SUPPLEMENTAL INFORMATION: Kyle Lindblom is applying for a large group permit for the Lindblom/Waldron Wedding to be held from 10 a.m. to 5 p.m. on Saturday, May 12, 2012 at Spring Lake Park. No audio is requested and approximately 150 people are expected to attend. The ceremony only will be held at Spring Lake and they will use the gazebo for pictures.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Approve large group permit.

For Clerk's Use:

Motion By: _____
 Second By: _____

Vote Record:

	Aye	Nay	
	_____	_____	Steiner
	_____	_____	Norland
	_____	_____	Schindle
	_____	_____	Freyberg
	_____	_____	Dehen

SUPPORTING DOCUMENTS ATTACHED

Resolution	Ordinance	Contract	Minutes	Map
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify)		Application for Large Group Permit.		

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

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

CITY OF NORTH MANKATO PARK PERMIT

This permit does reserve space in a City Park.

PERMIT #: 5 -2012 SHELTER: SLP #2 FEE: 60.00

TYPE OF EVENT: Wedding DATE VALID: 5-12-12 HOURS: 10am-5 pm

ORGANIZATION: Lindblom / Waldron SIZE: 150

APPLICANT NAME: Kyle Lindblom

ADDRESS: 319 E. Washington St. CITY: Mankato

ZIP: 56001 DAYTIME PHONE #: 507-581-9377

TENTS: maybe ELECTRICITY: NO ALCOHOL: NO

If keg beer, a \$250 deposit and \$25 fee are required.

AUDIO DEVICES: NO - if changes will call
Amplified music or band requires Council approval

OTHER: Ceremony only / Photos also

PERMIT APPROVED: _____

DATE: 8-12-11

PERMIT DENIED: _____

REFER TO COUNCIL:

Nancy Gehrke / VS.
City Clerk

The following 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.
- * 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.

ALLOWED

- * Personal grills may be brought in.
- * Keg beer is allowed only with a permit.
- * 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.**

SIGNED: [Signature]

Applicant

CITY OF NORTH MANKATO
REQUEST FOR COUNCIL ACTION



Agenda Item # 13.D	Department: Clerk	Council Meeting Date: 9/6/11
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TITLE OF ISSUE: Audio and Large Group Permit for Belgrade Avenue United Methodist Block Party

BACKGROUND AND SUPPLEMENTAL INFORMATION: Belgrade Avenue United Methodist Church is holding a block party in their parking lot and they are requesting the use of the alley between Belgrade and the 600 Block of Nicollet. The event will be held on Saturday, September 10, 2011 from 4 p.m. to 10 p.m. Approximately 200 people are expected to attend. They are requesting street barricades to block the alley.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Approve audio and large group permit.

For Clerk's Use:

Motion By: _____
Second By: _____

Vote Record:

	Aye	Nay	
	_____	_____	Steiner
	_____	_____	Norland
	_____	_____	Schindle
	_____	_____	Freyberg
	_____	_____	Dehen

SUPPORTING DOCUMENTS ATTACHED

Resolution	Ordinance	Contract	Minutes	Map
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify) _____		Application for Audio and Large Group Permit.		

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

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

CITY OF NORTH MANKATO PARK PERMIT

This permit does reserve space in a City Park.

PERMIT #: 118-2011 ~~212-2012~~ SHELTER: Alley between Belgrade + Nicollet ~~325 Sherman St.~~ → 600 block FEE: NO

TYPE OF EVENT: Methodist Church Block Party DATE VALID: 9/10/11 HOURS: 4:00 - 10:00 pm

ORGANIZATION: Belgrade Ave. United Methodist SIZE: 200

APPLICANT NAME: Shawn Tweten

ADDRESS: 325 Sherman St CITY: N. Mankato

ZIP: 56003 DAYTIME PHONE #: 625-3759

TENTS: 2 in parking lot - no staking ELECTRICITY: Ø ALCOHOL: Ø

AUDIO DEVICES: Amplified music
If keg beer, a \$250 deposit and \$25 fee are required.
 Amplified music or band requires Council approval

OTHER: Need white + orange barricades to block street

PERMIT APPROVED: _____ DATE: 8-19-11

PERMIT DENIED: _____

REFER TO COUNCIL: ✓ Nancy Gehrke - ks
 City Clerk

The following 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.
- * 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.

ALLOWED

- * Personal grills may be brought in.
- * Keg beer is allowed only with a permit.
- * 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.**

SIGNED: [Signature]
 Applicant

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 13.E	Department: Clerk	Council Meeting Date: 9/6/11
--------------------	-------------------	------------------------------

TITLE OF ISSUE: Large Group Permit for Kump Graduation

BACKGROUND AND SUPPLEMENTAL INFORMATION: Dena Kump is applying for a large group permit for a graduation to be held at Wheeler Park from 9 a.m. to 7 p.m. on Sunday, June 10, 2012. Approximately 150 people are expected to attend.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Approve large group permit.

For Clerk's Use:

Motion By: _____
 Second By: _____

Vote Record:

	Aye	Nay	
	_____	_____	Steiner
	_____	_____	Norland
	_____	_____	Schindle
	_____	_____	Freyberg
	_____	_____	Dehen

SUPPORTING DOCUMENTS ATTACHED

Resolution	Ordinance	Contract	Minutes	Map
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify)		<u>Large Group Permit Application.</u>		

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

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

CITY OF NORTH MANKATO PARK PERMIT

This permit does reserve space in a City Park.



PERMIT #: 18 -2012 SHELTER: Wheeler FEE: 60.00

TYPE OF EVENT: Graduation DATE VALID: 6/10/12 HOURS: 9:00-7:00

ORGANIZATION: _____ SIZE: 150

APPLICANT NAME: Dena Kump

ADDRESS: 1615 3rd Ave. CITY: Mankato

ZIP: 56001 DAYTIME PHONE #: 507-340-2652

TENTS: No ELECTRICITY: No ALCOHOL: Some canned

If keg beer, a \$250 deposit and \$25 fee are required.

AUDIO DEVICES: No
Amplified music or band requires Council approval

OTHER: _____

PERMIT APPROVED: _____ DATE: 8-25-11

PERMIT DENIED: _____

REFER TO COUNCIL:

Nancy Gehrke by ks
City Clerk

The following 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.
- * 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.

ALLOWED

- * Personal grills may be brought in.
- * Keg beer is allowed only with a permit.
- * 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.**

SIGNED: Dena Kump
Applicant

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 13.F	Department: Clerk	Council Meeting Date: 9/6/11
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TITLE OF ISSUE: Parade Permit for Three Eagles Communications Winter Holiday Parade

BACKGROUND AND SUPPLEMENTAL INFORMATION: Larry LeBlanc, Operations Managers for Three Eagles Communications, has applied for a parade permit for the Winter Holiday Parade/Lighting of World's Tallest Christmas Tree to be held starting at 5 p.m. on Saturday, November 19, 2011. The suggested parade route will start at the corner of Tower Boulevard and Commerce Drive continuing on Commerce Drive turning south onto Roe Crest Drive and ending on the corner of Lee Boulevard and Hoover Drive near Three Eagles Communications. Lighting of the Christmas tree will follow the parade.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Approve parade permit.

For Clerk's Use:

Motion By: _____
 Second By: _____

Vote Record:

	Aye	Nay	
	_____	_____	Steiner
	_____	_____	Norland
	_____	_____	Schindle
	_____	_____	Freyberg
	_____	_____	Dehen

SUPPORTING DOCUMENTS ATTACHED

Resolution	Ordinance	Contract	Minutes	Map
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify)		Parade Permit Application.		

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

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



CITY OF NORTH MANKATO
APPLICATION FOR PARADE PERMIT

This application, accompanied by a map of the parade route and the required application fee, shall be submitted to the Chief of Police at least fourteen (14) days in advance of the parade date.

Applicant Information

Name: Larry LeBlanc, Operations Manager

Address: 1807 Lee Boulevard

City: North Mankato State: MN Zip: 56003

Telephone: (507) 345-4646

Sponsoring Organization: Three Eagles Communications

Address: 1807 Lee Boulevard

City: North Mankato State: MN Zip: 56003

Telephone: (507) 345-4646

Occasion for Parade: Winter Holiday Parade/Lighting of World's Tallest Christmas Tree

Date of Parade: 11-19-11 Estimated Length of Parade: _____

Estimated Starting Time: 5:00 p.m. Estimated Finish Time: _____

General Composition of Parade: Community leaders, public service officials and organizations, business leaders and schools.

As a duly authorized representative or agent of the parade sponsoring organization, I hereby make application for a permit to parade in the City of North Mankato, Minnesota. I hereby certify that, to the best of my knowledge, the above is an accurate and true description of the parade. I agree to execute the parade according to this permit and subject to the provisions and conditions which may be necessary to provide for the safety of parade participants and the orderly and safe movement of public traffic.

Larry LeBlanc
Applicant

8-25-11
Date

Pursuant to Section 70.21 of the North Mankato City Code, I hereby authorize a parade permit for the applicant organization. This permit shall be valid only under the conditions recommended by the City of North Mankato and only for the date and time indicated.

[Signature] #701
Chief of Police

08-26-2011
Date

COMMENTS/ADDITIONAL STIPULATIONS:



THREE EAGLES MANKATO



1807 Lee Boulevard • North Mankato, MN 56003 | P: 507.345.4646 | F: 507.345.3299

August 4, 2011

TO: Wendell Sande
FR: Larry LeBlanc, Operations Manager
Three Eagles Communications
RE: Holiday Parade

Dear Wendell,

This letter is to request the approval and assistance of the City of North Mankato for a Winter Holiday Parade on Saturday, November 19, 2011.

The suggested parade route will start at the corner of Tower Blvd. and Commerce Dr. continuing east on Commerce Dr. turning south onto Roe Crest Dr. and ending on the corner of Lee Blvd. and Hoover Drive near Three Eagles Communications. Three Eagles Communications will once again have the holiday celebration, Lighting of the World's Tallest Christmas Tree at Three Eagles Park, following the parade.

Three Eagles Communications (TEC) is suggesting a lineup of 4 p.m. and start time of 5 p.m. and TEC will also staff, organize and produce the holiday parade.

The parade will be open to community leaders, public service officials and organizations, including business leaders and schools.

Three Eagles Communications is requesting the support of the City of North Mankato Public Safety and Public Works Department.

If you have any questions or need additional information, please feel free to contact me at Three Eagles Communications, 507-345-4646.

Thank You,

Larry LeBlanc
Operations Manager
Three Eagles Communications
North Mankato

CENTERLINE RWY 74

Approximate Route

2060 2040

Start

CONMERCE DRIVE

1802
1806
1810
1814
1818
1822
1826
1830
1834

Pets!

ROSECREST DR.

JAMES DRIVE

TOWER BOULEVARD

TOWER BLVD.

HOOVER DRIVE

WALACE COURTS SQ.

LES BOULEVARD

END

TBC



CITY OF NORTH MANKATO



REQUEST FOR COUNCIL ACTION

Agenda Item # 13.G	Department: Clerk	Council Meeting Date: 9/6/11
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TITLE OF ISSUE: Application for Audio and Large Group Permit for American Legion Fall Blast

BACKGROUND AND SUPPLEMENTAL INFORMATION: Pete Wachtel applied for an audio and large group permit for the American Legion Fall Blast to be held on Saturday, August 25, 2012 from 8 a.m. to 10:30 p.m. at Wheeler Park. Set up will take place on Friday, August 24, 2011. Bands will play starting in the afternoon. Approximately 1,000 to 1,500 people are expected to attend.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Approve audio and large group permit.

For Clerk's Use:

Motion By: _____
 Second By: _____

Vote Record:

	Aye	Nay	
	_____	_____	Steiner
	_____	_____	Norland
	_____	_____	Schindle
	_____	_____	Freyberg
	_____	_____	Dehen

SUPPORTING DOCUMENTS ATTACHED

Resolution	Ordinance	Contract	Minutes	Map
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify)		Audio and Large Group Permit.		

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

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

CITY OF NORTH MANKATO PARK PERMIT

This permit does reserve space in a City Park.

PERMIT #: 8 -2012 SHELTER: Wheeler Park FEE: —
TYPE OF EVENT: Fall Blast DATE VALID: 8-24-12 HOURS: 8:00am - 8:00pm
Setup - 8:00am - 8:00pm
8:00am - 10:30pm

ORGANIZATION: American Legion Fall Blast SIZE: 1000-1500
APPLICANT NAME: Pete Wachtel
ADDRESS: 545 Monroe Ave CITY: N. Mankato
ZIP: 56003 DAYTIME PHONE #: 381-2707

TENTS: No ELECTRICITY: Yes ALCOHOL: Yes - Beer Wagon
If keg beer, a \$250 deposit and \$25 fee are required.
AUDIO DEVICES: Yes - bands
Amplified music or band requires Council approval

OTHER: _____

PERMIT APPROVED: _____ DATE: 8-29-11
PERMIT DENIED: _____
REFER TO COUNCIL: ✓
Nancy DeRube
City Clerk

The following 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.
- * 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.

ALLOWED

- * Personal grills may be brought in.
- * Keg beer is allowed only with a permit.
- * 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.**

SIGNED: Pete Wachtel
Applicant

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 13.H	Department: Clerk	Council Meeting Date: 9/6/11
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TITLE OF ISSUE: Soft Drink License Application for New Great Wall, 1814 Commerce Drive

BACKGROUND AND SUPPLEMENTAL INFORMATION: Qin Yun Chen applied for a soft drink license for the New Great Wall, 1814 Commerce Drive. The workers' compensation insurance is in place. The Police Chief has conducted a background investigation and is recommending approval. The restaurant is scheduled to open in the next week.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Approve the soft drink license

For Clerk's Use:

Motion By: _____
 Second By: _____

Vote Record:

	Aye	Nay				
_____			Steiner			
_____			Norland			
_____			Schindle			
_____			Freyberg			
_____			Dehen			

SUPPORTING DOCUMENTS ATTACHED

Resolution	Ordinance	Contract	Minutes	Map
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify)		Application for soft drink license.		

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

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

APPLICATION FOR LICENSE
CITY OF NORTH MANKATO

TYPE OF LICENSE: Soft Drink

Application Fee: \$20.00

BUSINESS NAME: <u>New Great Wall</u>
BUSINESS ADDRESS: <u>1814 Commerce Drive</u>
MINNESOTA TAX I.D. # <u>1970961</u> FEDERAL TAX I.D. # <u>38-3833814</u>

Applicant's Name: Qin Yun chen
(Include full middle name)

Applicant's Social Security #: _____ Citizenship Status: _____

Applicant's Present Address: 917 S cedar st
Belle plaine mn 56011

Length of time at this address: 6 years

Applicant's Occupation: Cashier

Applicant's Place of Employment: Mei Dong Garden

Length of time so engaged: 8 years

Applicant's addresses and occupations for the three (3) years prior to the date of application (if different from above):

Has applicant ever been convicted of a felony, gross misdemeanor, or misdemeanor, including violation of a municipal ordinance but excluding traffic violations, and if so, the date and place of conviction and the nature of the offense:

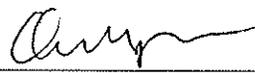
No

List four (4) character references if applicant has not resided in the City for two (2) years prior to the date of application:

References continued ---

Gary	612-220-5516
Kelly	952-873-4295

I, the applicant, understand that it is unlawful to intentionally make a false statement or omission upon this application form. Further, I understand that any false statement in such application, or any willful omission to state any information called for on such application form, shall, upon discovery of such falsehood, work an automatic refusal of license, or if already issued, shall render any license or permit issued pursuant thereto, void, and of no effect to protect me from prosecution for violation of Chapter 6, or any part hereto, of the City Code for the City of North Mankato.



 Signature of Applicant

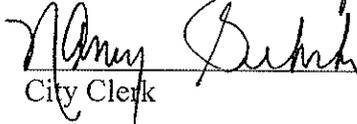
 1/3/1968

 Date of Birth

 9/1/11

 Date of Signing

Subscribed and sworn to before me this
 1st day of Sept, 2011.



 City Clerk

 OFFICE USE If needed:

POLICE approved not approved ___ Date: 09-01-2011

COUNCIL ACTION approved ___ not approved ___ Date:

Application Fee paid on: _____

License Issued on: _____

 # 701

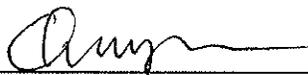
**CITY OF NORTH MANKATO
NEW LICENSE FORM**

Following are the license fees for City licenses for the period January 1, 2011, through December 31, 2011. Please complete this form, sign it, and return it as soon as possible along with the appropriate license fee payable to the City of North Mankato.

RETURN TO: City Clerk/City of North Mankato
P.O. Box 2055
North Mankato, MN 56002-2055

On-Sale Intoxicating Liquor	\$3,375	\$ _____
Sunday On-Sale Liquor	200	\$ _____
Off-Sale Intoxicating Liquor	200	\$ _____
On-Sale Intoxicating Liquor (Club)	300	\$ _____
Wine	250	\$ _____
Cabaret (only with on-sale)	375	\$ _____
Business Set-Up	300	\$ _____
3.2 Beer Off-Sale	30	\$ _____
3.2 Beer On-Sale	250	\$ _____
Cigarette	150	\$ _____
Soft Drink	20	\$ <u>20⁰⁰</u>
Mechanical Amusement Device	15/site & 15/each machine	\$ _____
Taxicab	20 /vehicle	\$ _____
Mobile Home	60	\$ _____
Refuse Hauler	30 /first truck	\$ _____
	20 /each addl. truck	\$ _____
	TOTAL:	\$ <u>20⁰⁰</u>

I, the undersigned, hereby stipulate that I will maintain the required worker's compensation insurance and if necessary, liquor liability insurance, throughout the licensing period.


Applicant's Signature

Social Security Number

Applicant's Address
917 S cedar st Belle plain
Date MN 56011

New Great Wall
Business Name

1970961
Minnesota Tax I.D. #

383833816
Federal Tax I.D. #

1814 Commerce Dr N. Mankato
Business Address MN 56003

Certificate of Compliance Minnesota Workers' Compensation Law

PRINT IN INK or TYPE.

Minnesota Statutes, Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business or engage in any activity in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Minnesota Statutes, Chapter 176. The required workers' compensation insurance information is the name of the insurance company, the policy number, and the dates of coverage, or the permit to self-insure. If the required information is not provided or is falsely stated, it shall result in a \$2,000 penalty assessed against the applicant by the commissioner of the Department of Labor and Industry.

A valid workers' compensation policy must be kept in effect at all times by employers as required by law.

BUSINESS NAME (Individual name only if no company name used) <i>New Great Wall</i>	LICENSE OR PERMIT NO (if applicable)
---	--------------------------------------

DBA (doing business as name) (if applicable)			
BUSINESS ADDRESS (PO Box must include street address) <i>1814 Commerce Dr</i>	CITY <i>North Mankato</i>	STATE <i>MN</i>	ZIP CODE <i>56011</i>

YOUR LICENSE OR CERTIFICATE WILL NOT BE ISSUED WITHOUT THE FOLLOWING INFORMATION. You must complete number 1, 2 or 3 below.

NUMBER 1 COMPLETE THIS PORTION IF YOU ARE INSURED:

INSURANCE COMPANY NAME (not the insurance agent) <i>Travelers</i>		
WORKERS' COMPENSATION INSURANCE POLICY NO. 68044816509 <i>UB-5A228052</i>	EFFECTIVE DATE <i>8/12/11</i>	EXPIRATION DATE <i>8/12/12</i>

NUMBER 2 COMPLETE THIS PORTION IF SELF-INSURED:

I have attached a copy of the permit to self-insure.

NUMBER 3 COMPLETE THIS PORTION IF EXEMPT:

I am not required to have workers' compensation insurance coverage because:

- I have no employees.
- I have employees but they are not covered by the workers' compensation law. (See Minn. Stat. § 176.041 for a list of excluded employees.) Explain why your employees are not covered: _____
- Other: _____

ALL APPLICANTS COMPLETE THIS PORTION:

I certify that the information provided on this form is accurate and complete. If I am signing on behalf of a business, I certify that I am authorized to sign on behalf of the business.

APPLICANT SIGNATURE (mandatory) 	TITLE <i>owner</i>	DATE <i>9/1/11</i>
-------------------------------------	-----------------------	-----------------------

NOTE: If your Workers' Compensation policy is cancelled within the license or permit period, you must notify the agency who issued the license or permit by resubmitting this form.
 This material can be made available in different forms, such as large print, Braille or on a tape. To request, call 1-800-342-5354 (DIAL-DLI) Voice or TDD (651) 297-4198.

RESOLUTION JOINING
THE NATIONAL MOMENT OF REMEMBRANCE
OF THE 10TH ANNIVERSARY
OF SEPTEMBER 11TH

WHEREAS, the City Council of the City of North Mankato expresses their support of coming together as a Nation and ceasing all work or other activity for a moment of remembrance beginning at 12 noon Central Daylight Time on September 11, 2011, in honor of the 10th anniversary of the terrorist attacks committed against the United States on September 11, 2001; and

WHEREAS, nearly 3,000 innocent civilians were killed in the heinous attacks of September 11, 2001; and

WHEREAS, 10 years later, the people of the United States and people around the world continue to mourn the tremendous loss of innocent life on that fateful day; and

WHEREAS, 10 years later thousands of men and women in the United States Armed Forces remain in harm's way defending the United States against those who seek to threaten the United States; and

WHEREAS, in 2009 Congress and the President joined together to designate September 11 as a National Day of Service and Remembrance under the Serve America Act;

NOW, THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF NORTH MANKATO hereby recognizes September 11, 2011 as a day of solemn commemoration of the events of September 11, 2001, and a day to come together as a Nation; and

BE IT FURTHER RESOLVED THAT THE CITY COUNCIL OF THE CITY OF NORTH MANKATO encourages the observance of the moment of remembrance to last for 1 minute beginning at 12 noon Central Daylight Time by, to the maximum extent possible ceasing all work or other activity and marking the moment in an appropriate manner.

Adopted by the City Council this 6th day of September 2011.

Mayor

City Clerk



Spirit of Cooperation

Two Cities Working Together

PROCLAMATION



WHEREAS, behavioral health is an essential part of health and one's overall wellness, and prevention works, treatment is effective, and people can and do recover from substance use and mental disorders; and

WHEREAS, all people have the fundamental and inherent value to be accepted and treated with respect, human dignity, and worth; and

WHEREAS, individuals should have access to fully participate in community life including economic advancement and prosperity; fair and decent housing; quality education; positive opportunities to benefit from and contribute to material, culture, and social progress; and

WHEREAS, it is critical to educate our policymakers, friends and family members, health care providers, and businesses that substance use and mental disorders are treatable, and that people should seek assistance for these conditions, with the same urgency as they would any other health condition; and

WHEREAS, all Americans have the opportunity to access provisions within the Affordable Care Act and Mental Health Parity and Addictions Equity Act (MHPAEA), aimed to improve physical and emotional health while ensuring people will receive the care they need at a more reasonable cost; and

WHEREAS, substance use and mental disorders are serious public health problems. In 2009, 4.3 million people received treatment for a substance use disorder and 30.2 million people for a mental health problem (2009 National Survey on Drug Use and Health), we must continue to reach the millions more who need help; and

WHEREAS, to help more people achieve long-term recovery, and learn how recovery positively benefits the Nation's overall well-being, the US Department of Health and Human Services (HHS), the Substance Abuse and Mental Health Services Administration (SAMHSA), the White House Office of National Drug Control Policy (ONDCP); and the State of Minnesota, Cities of North Mankato and Mankato invite all residents to participate in National Recovery Month: Prevention Works, Treatment is Effective, People Recover (Recovery Month); and

NOW, THEREFORE, We, Mark Dehen, Mayor of North Mankato, and Eric Anderson, Mayor of Mankato, do hereby proclaim the month of September 2011 as

***National Recovery Month:
Prevention Works, Treatment is Effective, People Recover***

in North Mankato and Mankato, Minnesota and call upon the people to observe this month with appropriate programs, activities, and ceremonies supporting this year's theme, "Join the Voices for Recovery: Recovery Benefits Everyone."

IN WITNESS WHEREOF, we have hereunto signed our names and caused the seals of the Cities of North Mankato and Mankato to be affixed this 22nd day of August, 2011.



Mark Dehen, Mayor
City of North Mankato



Eric Anderson, Mayor
City of Mankato

City of Mankato
10 Civic Center Plaza
Post Office Box 3368
Mankato, MN 56002-3368
(507) 387-8600

City of North Mankato
1001 Belgrade Avenue
Post Office Box 2055
North Mankato, MN 56002-2055
(507) 625-4141

RESOLUTION NO.

RESOLUTION MAKING APPOINTMENT TO THE
NORTH MANKATO HOUSING AND REDEVELOPMENT AUTHORITY BOARD

WHEREAS, the North Mankato Housing and Redevelopment Authority Board has a vacancy; and

WHEREAS, Leon Bembenek has expressed his willingness to serve in this capacity;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, to appoint Leon Bembenek to a term on the Housing and Redevelopment Authority Board effective September 6, 2011, until December 31, 2012.

Adopted by the City Council this 6th day of September 2011.

Mayor

ATTEST:

City Clerk

CLAIM REPORT
 BILLS PAID AFTER THE COUNCIL MEETING OF AUGUST 15, 2011
 END OF MONTH

69759	Power Vac, Inc.	pump-Sewer Dept.	\$7,171.00
69760	AT & T Mobility	cell phone bill-Bookmobile	\$25.37
69761	Hy-Vee, Inc.	food/meeting & items for Caswell concessions	\$448.60
69762	Telrite Corporation	long distance phone bill-Mun Bldg	\$259.68
69763	Verizon Wireless	cell phone & internet bill-All Depts.	\$729.73
69764	Countryside Tree Service	trees for Spring Lake Park-Sales Tax Fund	\$1,750.00
69765	Peterson, Ginger	buy funds-Task Force	\$6,130.00
69766	HickoryTech	telephone bill-All Depts.	\$466.29
69767	John Deere Financial	equipment parts-Street Dept.	\$109.92
69768	Nicollet County Treasurer	state deed tax-Down Payment Assistance Fund	\$100.65
69769	Sprint	PCS connection card data plan-Police & Public Access	\$159.96
69770	Affinity Plus Fed Credit Union	employee payroll deductions	\$192.62
69771	ICMA Retirement Trust - 457	employee payroll deductions	\$6,678.85
69772	ICMA Retirement Trust - Roth IRA	employee payroll deductions	\$380.77
69773	Law Enforcement Labor Service	employee payroll deductions	\$378.00
69774	MN Valley Fed Credit Union	employee payroll deductions	\$60.51
69775	NCPERS Minnesota-Unit 662400	employee payroll deductions	\$96.00
69776	United Way	employee payroll deductions	\$340.24
69777	Madison National Life Insurance	long term disability-September	\$1,255.60
69778	Madison National Life Insurance	life insurance-September	\$601.60
69779	Madison National Life Insurance	voluntary life insurance-September	\$175.40
69780	Select Account	participant fee for August-Unallocated	\$115.29
69781	Brunton, Corey	development subsidy 225 Belgrade-Sales Tax Fund	\$67,000.00
69782	Lacina Siding & Windows	refund building permit #11-1166	\$157.25
69783	Nielson Blacktopping	refund building permit #11-0945	\$84.50
69784	Xcel Energy	electric bill-All Depts.	\$25,496.91
69785	Gish Electric	electrical work-Water Dept.	\$649.50
69786	Hawkins, Inc.	fluoride equipment-Water Dept.	\$5,843.90
69787	HickoryTech	telephone & internet bill-All Depts.	\$3,698.27
	Total		<u>\$130,556.41</u>

CLAIMS CONTINUED

General	\$26,795.80
Library	\$1,408.04
Bookmobile	\$65.67
Down Payment Assistance	\$100.65
Community Development	\$140.50
Local Option Sales Tax	\$68,750.00
Port Authority	\$185.22
2011 Construction	\$44.82
Water	\$11,454.69
Sewer	\$9,742.17
Sanitary Collection	\$1,081.42
Storm Water	\$3,107.40
Public Access	\$1,034.00
Minnesota River Valley Drug Task Force	<u>\$6,646.03</u>
Total	<u><u>\$130,556.41</u></u>

PORT AUTHORITY INVOICES
BILLS PAID AFTER THE COUNCIL MEETING OF AUGUST 15, 2011
END OF MONTH

Hy-Vee, Inc.	food for meeting-Port Authority	<u>\$185.22</u>
Total		<u><u>\$185.22</u></u>

List of Port Authority Bills in the Amount of \$185.22

Council Meeting of September 6, 2011

Mayor Mark Dehen

Council Member Bill Schindle

Council Member Diane Norland

Council Member William Steiner

Council Member Robert Freyberg

List of Bills in the Amount of \$130,556.41

Council Meeting of September 6, 2011

Mayor Mark Dehen

Council Member Bill Schindle

Council Member Diane Norland

Council Member William Steiner

Council Member Robert Freyberg

CLAIM REPORT
FOR REGULAR COUNCIL MEETING OF SEPTEMBER 6, 2011

Accu Weather, Inc.	data service renewal-Public Access	\$3,558.00
Affordable Jetting	professional service-Swim Facility	\$175.00
Aim Electronics, Inc.	equipment part-Caswell	\$295.28
Allina	pre-employment physical-Finance	\$185.00
Alpha Wireless Communications	equipment parts & supplies-Fire Dept.	\$133.64
Ameripride Linen & Apparel	gloves, mats, uniform & towel service-All Depts.	\$888.90
American Engineering Testing, Inc.	material testing-2011 Construction	\$2,057.60
Amlawn	mowing-Park Dept.	\$1,605.26
Apt Machining & Fabricating, Inc.	equipment parts-Street Dept.	\$46.84
Audio Editions	audio books-Library	\$300.00
Baker & Taylor	books-Library & Bookmobile	\$133.50
Barnes & Noble	books-Library & Bookmobile	\$25.60
Batteries Plus	supplies-Sewer Dept.	\$67.95
Bauer's Upholstery	equipment parts-Street Dept.	\$152.75
Benco Electric Cooperative	electric bill-All Depts.	\$29,024.67
Better Housekeeping Vacuums, Inc.	equipment parts-Mun Bldg	\$108.25
Blue Earth County	salary-Task Force	\$11,872.63
Blue Valley Sod	supply-Street Dept.	\$25.77
Bolton & Menk, Inc.	engineering fees-2011 Construction	\$16,800.25
C & S Supply Co., Inc.	equipment parts & supplies-All Depts.	\$271.61
Catco Parts Service	equipment parts-Street Dept.	\$14.75
CenterPoint Energy	gas bill-All Depts.	\$715.55
Central Concrete	concrete mix-Storm Water	\$47.78
City Center Partnership	Walking Sculpture Tour Sponsorship-Port Authority	\$1,000.00
City of Mankato	wastewater fee for September-Sewer Dept.	\$65,000.00
Commissioner of Transportation	record sampling-2011 Construction	\$140.50
Computer Technology Solutions	equipment parts-Public Access	\$59.06
Countryside Refrigeration & Heating	equipment repair-Swim Facility	\$297.95
Countryside Tree Service	trees for Caswell-Sales Tax Fund	\$5,000.00
Crystal Construction Co.	demo-Comm Dev	\$1,400.00
Crysteel Truck Equipment	equipment parts-Street Dept.	\$1,173.77
Dairy Queen West	ice cream-Swim Facility	\$270.27
DEMCO, Inc.	supplies-Library	\$516.40
Dirt Merchant, Inc.	sewer extension-2011 Construction	\$18,474.00
Dreyer, Brady	refund rental license	\$50.00
Electric Pump	equipment parts & service agreement-Sewer Dept.	\$784.99
EPA Audio Visual, Inc.	production equipment- P/A Equipment Replacement	\$1,237.82
Fastenal Company	equipment parts-Water & Storm Water	\$3.88
Ferrellgas	LP gas-Sanitation	\$332.83
Flint Hills	sealcoating oil-Street Dept.	\$12,615.23

CLAIMS CONTINUED

Force America Distributing	equipment parts-Street Dept.	\$174.08
Gale Group	books-Library & Bookmobile	\$440.64
Godfather's Pizza	pizza-Caswell	\$234.00
Government Finance Officers Assn.	membership renewal-Finance	\$190.00
Hansen Sanitation	refuse pickup-Sanitation	\$46,277.18
Hawkeye Foodservice Distribution	items for concession stand-Caswell	\$572.54
Hawkins, Inc.	chemicals-Swim Facility	\$823.81
Henry, A. J. Fence Co.	batting cage frames-Sales Tax Fund	\$5,980.73
Hentges, S.M. & Sons, Inc.	water main Howard Dr West-2011 Construction	\$22,168.82
Hillyard/Hutchinson	supplies-Water Dept.	\$294.58
Hoffman Construction Co.	Estimate #9 CSAH 41/Carlson Dr/Howard Dr Ext.	\$888,967.27
Holtmeier Construction, Inc.	rock-Street Dept.	\$108.67
Horvick, Inc.	equipment parts-Caswell	\$176.34
Infratech Infrastructure Technologies	equipment parts & gas monitor-Water & Sewer	\$857.36
Ingram Library Services	books-Library	\$1,778.18
JT Services	light poles-Street Lighting & Sales Tax Fund	\$5,937.84
Jackson-Hirsh, Inc.	supplies-All Depts.	\$121.52
Jeane Thorne, Inc.	professional service-Task Force	\$1,680.00
Kunkel Electric, Inc.	pour bases for pedestrian scale street lights-11 Const	\$1,037.50
LGT Hydraulic Service Co., Inc.	equipment parts-Sewer Dept.	\$67.55
LJP Enterprises, Inc.	trailer rent-Sanitation	\$600.00
Larkstur Engineering & Supply, Inc.	equipment parts-Street & Park Depts.	\$158.50
Lawson Products, Inc.	supplies-Shop	\$585.14
Lloyd Lumber	equipment parts & supplies-All Depts.	\$1,144.22
MTU Onsite Energy	equipment parts-Sewer Dept.	\$1,716.68
MacTools Distributor	equipment parts & supplies-Shop	\$140.65
Mankato Clinic	physical-Sanitation	\$92.55
Mankato Oil & Tire Co.	tires-Water Dept.	\$566.11
Menards-Mankato	shingles for park shelter-Park Dept.	\$1,401.15
Minnesota Department of Health	water connect fee-Water Dept.	\$7,466.00
Minnesota Valley Testing Lab	water testing-Water Dept.	\$158.75
MN Dept of Employment & Economic	Thin Film grant repayment-Port Authority Revolving Loan	\$1,931.22
Morgan, Shawn	Weider Home Gym-Police Physical Fitness	\$160.57
MRCI	wages for MRCI employees-Sanitation	\$7,409.88
National Sports Products	batting cage netting-Sales Tax Fund	\$1,255.65
Nicollet County Recorder/Abstracter	recording fee-Port Authority	\$46.00
Nicollet County Auditor/Treasurer	inspection services-2011 Construction	\$5,865.93
North Central International	equipment parts-Street & Park Depts.	\$677.73
North Kato Supply	supply-Street Dept.	\$156.57
Northern Sewer Equipment Co., Inc.	equipment parts-Sewer Dept.	\$580.04

CLAIMS CONTINUED

OverDrive, Inc.	downloadable ebooks & audio books-Library	\$1,597.96
Pet Expo Distributors	aquatic service-Library	\$30.00
Petty Cash, Steven Mork	petty cash items-All Depts.	\$348.04
Pioneer Press	subscription renewal-Library	\$119.60
Postmaster	annual fee for Post Office Box 2056-Mun Bldg	\$176.00
PowerPlan	equipment parts-Street, Park & Sanitation	\$3,399.37
Red Feather Paper Co.	supplies-All Depts.	\$833.50
River Bend Business Products	copier maint-Bldg & Pol/program printing-Comm Dev	\$950.24
Sande, Wendell	car allowance for September-Admin	\$400.00
Schilling Supply Co.	supplies-Caswell	\$330.95
Seppmann, Jadd & Sons	portable restroom rental-Park Dept.	\$75.74
Sherwin Williams Company	paint-Mun Bldg	\$157.28
Sign Pro	supplies-Street & Park Depts.	\$21.48
Southern Minnesota Construction	asphalt, emulsion oil & demo-Street & Park Depts.	\$2,237.31
South Central College	training-Police Dept.	\$300.00
Sports Institute	professional service-Comm Dev	\$1,500.00
Spring Touch	spray dike for weeds-Flood Control	\$3,200.00
SPS Companies, Inc.	equipment parts-Street & Water Depts.	\$156.57
Staples Advantage	supplies-All Depts.	\$1,526.25
Stone & Steel	pavers-Contingency	\$185.60
Texas Refinery Corp.	supply-Street Dept.	\$1,625.39
Titan Machinery	equipment parts-Street Dept.	\$440.50
United Rentals	supplies-Street Dept.	\$61.19
Universal Truck Equipment, Inc.	equipment parts-Street Dept.	\$1,904.30
Valley National Gases	plasma cutter-Shop	\$2,223.58
Verizon Wireless	cell phone bill-Comm Dev & Port Authority	\$109.23
Viking Electric Supply	equipment parts-Street, Sewer & Public Access	\$417.21
VINE Faith in Action	2011 appropriation-Contingency	\$12,000.00
Vinnies Minnesota Snow	shaved ice-Swim Facility	\$150.00
WW Blacktopping, Inc.	asphalt-Street & Sales Tax Construction	\$2,997.94
WW Blacktopping, Inc.	Estimate #1 2011 Street Improvements	\$202,163.38
WACO Scaffolding & Supply	supply-Caswell	\$106.83
Wayne's Auto Body, Inc.	body work & paint-Street & Park Depts.	\$1,608.09
WEB Construction, Inc.	install utilities to Peterbuilt property-2011 Const	\$48,852.40
Weir, James R. Agency, Inc.	event insurance-Comm Dev	\$288.00
Wenzel Auto Electric Co.	equipment parts-Street Dept.	\$74.46
Total		<u>\$1,479,433.62</u>

CLAIMS CONTINUED

General	\$63,663.86
Library	\$5,663.45
Bookmobile	\$144.38
Community Development	\$3,836.39
Local Option Sales Tax	\$12,236.38
Parkland	\$127.78
Flood Control	\$3,200.00
Contingency	\$12,185.60
Port Authority	\$1,268.63
Port Authority Revolving Loan Fund	\$1,931.22
Local Option Sales Tax Construction	\$4,399.27
2011 Construction	\$1,206,527.65
Water	\$20,339.18
Sewer	\$70,014.62
Sanitary Collection	\$55,210.35
Storm Water	\$250.58
Public Access	\$3,643.83
Public Access Equipment Replacement	\$1,237.82
Minnesota River Valley Drug Task Force	\$13,552.63
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Total	<u>\$1,479,433.62</u>

PORT AUTHORITY INVOICES
FOR REGULAR COUNCIL MEETING OF SEPTEMBER 6, 2011

City Center Partnership	Walking Sculpture Tour Sponsorship-Port Authority	\$1,000.00
Lloyd Lumber	chair & tables rental-Port Authority	\$168.15
MN Dept of Employment & Economic	Thin Film grant repayment-Port Authority Rev Loan	\$1,931.22
Nicollet County Recorder/Abstracter	recording fee-Port Authority	\$46.00
Verizon Wireless	cell phone bill-Port Authority	<u>\$54.48</u>
Total		<u><u>\$3,199.85</u></u>

List of Port Authority Bills in the Amount of \$3,199.85

Council Meeting of September 6, 2011

Mayor Mark Dehen

Council Member Bill Schindle

Council Member Diane Norland

Council Member William Steiner

Council Member Robert Freyberg

List of Bills in the Amount of \$1,479,433.62

Council Meeting of September 6, 2011

Mayor Mark Dehen

Council Member Bill Schindle

Council Member Diane Norland

Council Member William Steiner

Council Member Robert Freyberg