

Pursuant to due call and notice thereof, a regular meeting of the North Mankato City Council was held in the Municipal Building Council Chambers on April 2, 2012. Mayor Dehen called the meeting to order at 7:00 p.m. asking that everyone join in the Pledge of Allegiance and thanked Boy Scout Troop 29 for attending. The following were present for the meeting, Mayor Dehen, Council Members Schindle, Steiner and Norland, City Administrator Sande, Finance Director Thorne, City Clerk Gehrke, Engineer Malm and Planner Fischer. Absent: Council Member Freyberg and Attorney Kennedy.

Approval of Agenda

Council Member Schindle moved, seconded by Council Member Norland, to approve the agenda with the addition of "Discussion of Intergovernmental Committee Minutes" under the Mayor. Vote on the motion: Schindle, Steiner, Norland 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 March 19, 2012. Vote on the motion: Steiner, Norland and Dehen, aye; Schindle abstained; no nays. Motion carried.

Correspondence

Thank-You Letter from CityArt Walking Sculpture Tour

The Mayor read a letter from the ArtWalk Committee thanking the City of North Mankato for the continued generosity and support of the CityArt Walking Sculpture Tour. They reported that 6 of the 25 sculptures in the 2011 tour have been sold, with 4 of them remaining in public places where the entire community will be able to enjoy them. They thanked the North Mankato City Council for their support of the purchase of the "Spirit of Energy" sculpture by the North Mankato Port Authority. The kickoff of CityArt 2012 will take place on May 19th with the installation of sculptures and an artists' reception.

Public Hearing, 7 p.m. – Consider Approval of the 2012 Community Development Block Grant (CDBG) Action Plan

The Mayor opened the public hearing to consider the 2012 Community Development Block Grant (CDBG) Action Plan. A notice of the public hearing was published in the official newspaper. Planner Fischer presented the 2012-2013 Action Plan for the use of our annual Community Development Block Grant (CDBG) funds. As proposed in the 2012-2013 CDBG Action Plan, the following are the recommended projects for Council consideration: 1) Financial assistance to move existing home at 238 Nicollet Avenue to 202 Christensen Street including rehabilitation, and 2) Financial assistance for rehabilitation of second story rental units within the 200 and 300 Blocks of Belgrade Avenue. He reported as a HUD Entitlement Community, the City receives annual CDBG resources. The HUD Federal Resources available for projects and programs identified in the 2012 Action Plan is \$58,591 with an additional \$46,714 of unused CDBG funds originally allocated in 2010 and 2011. The 2012-2013 Action Plan calls for use of \$95,000 for one of the two proposed projects with \$6,000 used for administrative costs. In response to a question from Kim Spears, 916 South Avenue, Administrator Sande reported the property at 202 Christenson Street is owned by the City and the property at 238 Nicollet Avenue would be used for future parking in the Central Business District. In response to Mr. Spear's objection to private individuals benefitting from federal funds, Administrator Sande reported persons of LMI would live in the apartments and both of the proposed projects meet the criteria for the federal funds. Council Member Norland stated the federal government program's underlying philosophy is to reduce the level of homelessness in the country. In

response to a request from Mr. Spears about the names of the property owners benefitting from federal funds for rehabilitation of their apartments, Administrator Sande reported the properties have not been identified, however, apartments above the American Legion, Bobby Joe's and the apartments in the building at the corner of Range and Belgrade would be candidates for rehabilitation. Council Member Schindle asked if the funds could be used for LMI persons with single-family homes in need of rehabilitation instead of using it for income property. Planner Fischer reported this would be an eligible use for the funds however residents must meet the income criteria, i.e., a family of four cannot make over \$55,000. In addition, it is necessary for each applicant to contribute one-half the cost of the rehabilitation. With no one else appearing before the Council, the Mayor closed this portion of the meeting. **Council Member Schindle moved, seconded by Council Member Steiner, to approve the 2012 Community Development Block Grant (CDBG) Action Plan with the addition of a third option allowing for LMI single-family homeowners to apply for funds to rehabilitate their homes and asked staff to bring specific projects to the Council for approval. Vote on the motion: Schindle, Steiner, Norland and Dehen, aye; no nays. Motion carried.**

Open the Meeting to the Public for the First Time

Barb Church, 102 E. Wheeler Avenue

Barb Church, 102 E. Wheeler Avenue, appeared before the Council and reviewed the history of her property and expressed her concern about the proposed 6-story Marigold 2.5 Project, the effect it will have on the 100 Block of Wheeler Avenue, the traffic issues and the lack of informational meetings held for the neighborhood regarding this project.

Kim Spears, 916 South Avenue

Kim Spears, 916 South Avenue, appeared before the Council and expressed his concern about the Marigold 2.5 project. He asked the cost of the model produced by I & S and if this six-story building was included in the model. Administrator Sande reported the cost of the model was approximately \$10,000 and the original model also included a six-story building. He also noted that I & S will be updating the model to include Marigold 2.5. Mr. Spears asked about the \$64,000 payment to Bolton & Menk. Administrator Sande reported the payment was for engineering services for two projects, 1) the extension of Howard/Carlson/CSAH 41 which is a City project and 2) the drainage facilities for Highway 14 which is a State project for which the City will be reimbursed. In response to Mr. Spear's question about the City's credit rating, Administrator Sande reported that Standard & Poor's Rating Services affirmed the City's AA credit rating.

Phil Henry, 1300 Noretta Drive

Phil Henry, 1300 Noretta Drive, appeared before the Council and expressed his concern about subsidizing housing for persons making over \$50,000 a year. Mayor Dehen reported that development of the Marigold property has been ongoing for several years, Envision 2020 endorses high-density housing in the Central Business District, and discussions will continue as the Marigold 2.5 Project moves forward.

Nicollet County Board Actions

Administrator Sande reported Nicollet County has decided to move forward with the ARMER project. He recommended the purchase of radios that are capable of both 700 and 800 bands. The federal government has not acted yet, but the 700 band may eventually become the standard. A total of \$64,500 of County funds will be used for upgrade of the City of North Mankato radios. Administrator Sande reported public works would remain on VHF.

Consent Agenda

Council Member Schindle moved, seconded by Council Member Steiner, to approve the Consent Agenda which includes:

- A. Audio and Large Group Permit for Kellen 100th Birthday Party, Spring Lake Park, Saturday, June 2, from 5 p.m. to 10 p.m.
- B. Res. No. 24-12 Declaring Costs to be Assessed for Municipal Charges – 514 Grant Avenue.
- C. Res. No. 25-12 Approving Donations/Contributions.
- D. Audio and Large Group Permit for American Heart Walk, Spring Lake Park, Saturday, August 18, from 6 a.m. to 12 noon.
- E. Parade Permit for American Heart Walk, Spring Lake Park, Saturday, August 18, from 8 a.m. to 11 a.m.

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

Staff Reports**City Administrator****Res. No. 26-12 Advancing Municipal State Aid Street Funds**

Administrator Sande presented Res. No. 26-12 requesting advance of Municipal State Aid Street funds in the amount of \$270,914.94. He reported the request is for reimbursement of engineering costs incurred on the Carlson/Howard/CSAH 41 project attributable to the City's share of the project. He reported Nicollet County has reimbursed the City for the share attributed to them.

Council Member Steiner moved, seconded by Council Member Norland, to adopt Resolution No. 26-12 Advancing Municipal State Aid Street Funds. Vote on the Resolution: Schindle, Steiner, Norland and Dehen, aye; no nays. Motion carried.

Schools and Conferences

Council Member Steiner moved, seconded by Council Member Schindle, to approve actual and necessary expenses for the following schools and conferences:

- A. 2012 MN Roadway Maintenance Training, St. Paul, April 10, for Street Superintendent.
- B. 2012 Minnesota Municipal Clerks Institute, Brooklyn Center, April 23-27, for Senior Records Clerk.

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

Finance Director**League of Minnesota Cities Insurance Trust Liability Coverage Waiver Form**

Finance Director Thorne presented the League of Minnesota Cities Insurance Trust waiver form for liability coverage. She reported that historically the City has chosen not to waive the tort liability limits that are established by statute. The City Administrator reported the Council not waiving the tort liability limits the liability of the City. **Council Member Steiner moved, seconded by Council Member Norland to not waive the tort liability limits. Vote on the motion: Schindle, Steiner, Norland and Dehen, aye; no nays. Motion carried.**

Report from Council Members**Council Member Schindle**

Council Member Schindle asked a Traffic & Safety Committee meeting be held to discuss future traffic in the Marigold 2.5 area with the engineers for the project attending this meeting.

Report from the Mayor

The Mayor reported that "Coffee with the Council" will be held from 10 a.m. to 11 a.m. on Saturday, April 14, 2012 at Culvers on Commerce Drive.

Discussion of Intergovernmental Committee Meeting Minutes

Council Member Norland referenced under new business of the February Intergovernmental Committee Meeting minutes that a search would be done for grant opportunities under the MSA status to purchase tactical equipment. She stated that decisions such as purchasing tactical equipment are Council decisions and not ones that should be made by the Intergovernmental Committee. Mayor Dehen reported a search for grant opportunities is only being done to see if funds would be available for this purchase. Council Member Norland asked if North Mankato staff was notified of the joint traffic control assistance for the Christmas light display in Sibley Park. The Mayor reported the Mankato Christmas lights project is an endeavor by the Downtown Kiwanis and was presented as an informational item only.

Open the Meeting to the Public for the Second Time**Jim Whitlock, Business on Belgrade President**

Jim Whitlock, Business on Belgrade President, appeared before the Council and reported that Blues on Belgrade would be held on Saturday, July 21, 2012. He also asked that a speed limit sign be placed in the 200 Block of Belgrade Avenue since cars coming off the bridge are often traveling at 40 mph. Administrator Sande reported he has asked Chief Boyer to put an emphasis on speed control in this area. He requested this item be placed on the next Traffic & Safety Committee meeting. Mr. Whitlock also reported that Business on Belgrade will be holding Oktoberfest on Belgrade Avenue on October 6th. Council Member Schindle expressed concern that with the new convenience store opening at 238 Belgrade Avenue, two days of their business would be affected with Blues on Belgrade and Oktoberfest. Mr. Whitlock reported they will work with the convenience store and would not impede traffic to their business. Council Member Schindle asked that Oktoberfest be placed on the next Traffic & Safety Committee meeting. The Mayor suggested Mr. Whitlock work with the Greater Mankato Bike Walk and River Ramble Committee so they notify people who will be coming in for the ride the next day of the Oktoberfest event.

Boy Scout Troop 29

The leader of Boy Scout Troop 29 thanked the Council for allowing them to attend the meeting.

Phil Henry, 1300 Noretta Drive

Phil Henry, 1300 Noretta Drive, reported a hornet's nest is in the tree by the mailboxes.

Kim Spears, 916 South Avenue

Kim Spears, 916 South Avenue, reported alley access by the North Mankato Taylor Library is often blocked by parked cars.

Bills and Appropriations

Council Member Steiner moved, seconded by Council Member Norland, to approve all bills and appropriations in the amounts of \$139,649.20 and \$400,455.79. Vote on the motion: Schindle, Steiner, Norland and Dehen, aye; no nays. Motion carried.

There being no further business, the meeting was adjourned at 8:05 p.m.

Mayor

City Clerk

Date: April 11, 2012

To: North Mankato City Council

From: Doreen Pehrson, County Assessor

Re: 2012 Values for Taxes Payable in 2013
North Mankato Local Board of Appeal and Equalization
April 19, 2012 9:00 a.m. – Police Annex

Notices of value and classification have been sent to all property owners in the City of North Mankato. Following are the overall changes in value. These changes do not include new construction or physical changes.

Residential Property:

There were 111 arm's length sales in the time period October 2010 through September 2011. The median ratio was 101.7%, within the state guidelines of 90-105%. Land values remain unchanged; houses were reduced 4-10%, depending on location.

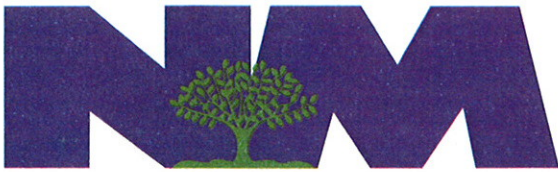
Vacant Lots:

There were 6 vacant lot sales from October, 2010 to the present. Because of the downturn in the market, we reduced unimproved vacant lots 15%.

Commercial/Industrial and Apartments:

No change in value.

Individual parcel information is available on our website. You may access this information at www.co.nicollet.mn.us, choose Assessor Department and Property Information; or you may go directly to the property information at www.minnesotaassessors.com.



CITY OF NORTH MANKATO

OFFICE OF THE MAYOR

PROCLAMATION

WHEREAS, a community-wide book read brings people together through discussion and shared experiences; and

WHEREAS, public libraries are a community resource for all, supporting democracy and life-long learning; and

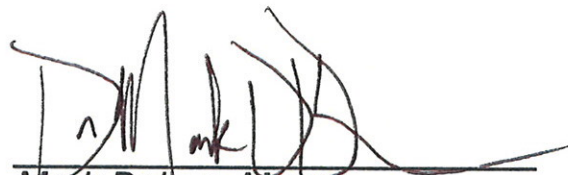
WHEREAS, the North Mankato Taylor Library partners with local schools and organizations to promote reading and literacy;

NOW, THEREFORE, I, Mark Dehen, Mayor of the City of North Mankato, Minnesota, do hereby proclaim April and May to be

COMMUNITY READ MONTHS

in the City of North Mankato, and encourage all North Mankato residents to join in this special observance.

Dated this 16th day of April 2012.


Mark Dehen, Mayor



THESE ARE DRAFT MINUTES AND NOT YET APPROVED BY THE BOARD

OFFICIAL PROCEEDINGS OF THE
BOARD OF COUNTY COMMISSIONERS OF THE
COUNTY OF NICOLLET

April 10, 2012

The Nicollet County Board of Commissioners met in special session on Tuesday, March 27, 2012 at 9:00 a.m. with Chair Dr. Bruce Beatty presiding. Commissioners David Haack, Marie Dranttel, James Stenson, and Jack Kolars were present. Also present were County Attorney Michelle Zehnder Fischer, Administrator Robert Podhradsky, Auditor-Treasurer Bridgette Kennedy, and Recording Secretary Margo Brown.

Upon a motion by Commissioner Stenson and seconded by Kolars, it was moved to approve the minutes of the March 27, 2012 Board meeting. The motion carried unanimously.

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

List bills

Social Services Director Joan Tesdahl appeared before the Board to request approval of the Social Services bills. Upon a motion by Commissioner Stenson 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.

At this time, Ms. Tesdahl introduced several of the department's interns – Nicole Bowar and Cody Arnold. They each provided a brief overview of what they are studying in college and their work with Nicollet County.

Jamie Haefner, Human Resources Director, addressed the Board to provide information about several replacement hirings.

Extension Director Nathan Crane has hired Katie Wendinger as an interim 4-H Program Coordinator to fill the vacancy created when Kathleen Herberg resigned. Ms. Wendinger began her position on April 2, 2012 through a contract with the University of Minnesota.

Sheriff David Lange has hired Peggy Reimers (formerly a 911 Dispatcher) to replace 911 Coordinator Katie Biederman, who resigned. Ms. Reimers began her duties on March 28, 2012 at a salary of \$18.42 per hour, which represents pay step 7 of pay grade 13.

Human Resources Director Haefner requested that the Board consider an end of probation request from Social Services Director Joan Tesdahl. On behalf of the Social Services Director, Ms. Haefner is requesting that Ms. Megan Lamont be granted regular status as a Nicollet County employee effective April 16, 2012. Upon a motion by Commissioner Kolars and seconded by Haack, it was moved to accept the recommendation of the Human Resources Director for the Social Services Director and approve the end of probation for Support Enforcement Aide Megan Lamont and declare that she is a regular Nicollet County employee effective April 16, 2012. The motion carried unanimously.

Public Works Director Seth Greenwood appeared before the Board to request consideration of a Mn/DOT detour agreement. A detour is scheduled on portions of County Road 77, CSAH 6, and CSAH 13 during the construction of Phase 1 of the TH 14/CSAH 41 interchange. Upon a motion by Commissioner Stenson and seconded by Kolars, it was moved to accept the recommendation of the Public Works Director and approve the MnDOT Detour Agreement (#00901) and the associated resolution authorizing signatures on the agreement and any needed amendments. The motion carried unanimously.

IT IS RESOLVED that Nicollet County enter into Mn/DOT Agreement No. 00901 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the State to the County for the use of Nicollet County Road 77, Nicollet County State Aid Highway No. 6 and 13 as a detour route during the contract construction to be performed upon, along and adjacent to Trunk Highway No. 14 from Lookout Drive in North Mankato to Nicollet County State Aid Highway NO. 6 under State Project No. 5203-85 (T.H. 14).

IT IS FURTHER RESOLVED that the Nicollet County Board Chair and the Nicollet County Administrator are authorized to execute the Agreement and any amendments to the agreement.

Director Greenwood then requested that the Board approve the awarding of bids for 2012 crack sealing and 2012 CRS-2.

2012 Crack Sealing – the following bids were received:

Astech Corporation of St. Cloud MN	\$1.28/lb.	\$32,000.00
Fahrner Asphalt of Eau Claire WI	\$1.48/lb.	\$37,000.00
American Pavement Solutions of Green Bay WI	\$1.95/lb.	\$48,750.00

Upon a motion by Commissioner Stenson and seconded by Beatty, it was moved to accept the recommendation of the Public Works Director and award the bid for 2012 crack sealing to Astech Corporation of St. Cloud MN in the amount of \$1.28 per pound for a total cost of \$32,000.00 and authorize signatures on the contract. The motion carried unanimously.

2012 CRS-2 – the following bids were received:

Flint Hills Resources of West Fargo ND	\$2.1744 per gallon
MEIGS Paving Asphalts & Emulsions of Portage WI	\$2.2150 per gallon

Upon a motion by Commissioner Haack and seconded by Stenson, it was moved to accept the recommendation of the Public Works Director and award the bid for 2012 CRS-2 to Flint Hills Resources of West Fargo ND in the amount of \$2.1744 per gallon and authorize appropriate signatures on the contract. The motion carried unanimously.

Public Works Director Greenwood requested that the Board authorize him to advertise for bids for SAP 52-625-14. Upon a motion by Commissioner Stenson and seconded by Dranttel, it was moved to accept the recommendation of the Public Works Director and authorize him to advertise for bids on SAP 52-625-14 on CSAH 25 between Courtland and Nicollet on May 7, 2012 at 1:00 p.m. The motion carried unanimously.

Director Greenwood then requested approval of several drainage system repair reports. Upon a motion by Commissioner Dranttel and seconded by Beatty, it was moved to accept the recommendation of the Public Works Director and approve the following ditch repair reports:

Report No. 12-4	County Ditch 48A	Section 2-110-28
Report No. 12-5	County Ditch 78	Section 34-111-28
Report No. 12-6	County Ditch 77	Section 27-111-30
Report No. 12-7	Judicial Ditch 13 SRN	Section 1-111-32
Report No. 12-8	Judicial Ditch 7 SRN	Section 3-111-31
Report No. 12-9	County Ditch 32A	Section 3-110-29
Report No. 12-10	County Ditch 32A	Section 10-110-29

The motion carried unanimously.

There was brief discussion about incidents at the County Seven Mile Park and the bridge at Minnemishinona Falls. The Park Board will discuss these issues at their next meeting.

County Auditor-Treasurer Bridgette Kennedy provided the Board with information about several applications for abatement, requesting their approval. Upon a motion by Commissioner Kolars and seconded by Haack, it was moved to accept the recommendation of the Auditor-Treasurer and approve the following applications for abatement:

For Gerald Lee Westberg of 730 Range Street, North Mankato MN for property located at parcel number 18.615.0420 in North Mankato for taxes payable in the year 2012 in the amount of \$1,063.00.

For Robert Carl Johnson of 1504 South 3rd Street, St. Peter MN for property located at parcel number 19.795.0130 in St. Peter for taxes payable in 2012 in the amount of \$1,125.00.

The motion carried 4-0 with Commissioner Stenson not present for the vote.

Auditor-Treasurer Kennedy requested that the Board consider the resolution accepting a number of donations during the first quarter of 2012. Upon a motion by Commissioner Haack and seconded by Dranttel, it was moved to accept the recommendation of the Auditor-Treasurer and adopt the resolution accepting donations from January 1, 2012 through March 31, 2012. The motion carried 4-0 with Commissioner Stenson not present for the vote.

WHEREAS, in accordance with the Nicollet County Donation Policy, adopted September 9, 1997, a list of donations to the County will be considered for approval by the County Board of Commissioners, and

WHEREAS, the Nicollet County Auditors Office has compiled a list of donations made to the County from January 1, 2012 through March 31, 2012.

THEREFORE, BE IT RESOLVED that the Nicollet County Board of Commissioners approve the following donations accepted by Department Heads on behalf of the County throughout the year of 2012.

Donations received by Nicollet County January 1, 2012 through March 31, 2012

<u>FROM WHOM</u>	<u>AMOUNT</u>	<u>PURPOSE</u>
Various Donors	\$ 435.00	Veteran's Van
United Way of Greater Mankato	\$ 750.00	Senior Transportation
Jane Grafstrom	\$ 70.00	Senior Transportation
Jeanie Reese	\$ 100.00	Senior Transportation
Various Donors	\$ 448.00	Senior Transportation
Minnesota Pork Board	\$ 250.00	Connecting Nicollet County
Various Donors	\$ 150.00	Seven Mile Creek Park/Wood

Auditor-Treasurer Kennedy requested that the Board approve a Reimbursement Resolution and presented information for financing the ARMER radio system for Nicollet County. This will allow the County to proceed with the purchase of noted items prior to bonding, with reimbursement provided with bond proceeds. Some funding will be provided through the 911 fund account (approximately \$250,000) to help reduce the cost of the ARMER project. Upon a motion by Commissioner Kolars and seconded by Beatty, it was moved to approve the following Resolution to provide for reimbursement to the County for ARMER and other related expenses - \$500,000 for the ARMER Radio System and up to \$950,000 for Capital Equipment and Vehicles within the CIP Plan. On a roll call vote, all commissioners voted yes and the motion carried unanimously.

**RESOLUTION RELATING TO FINANCING
OF PROPOSED PROJECT TO BE UNDERTAKEN BY THE COUNTY;
ESTABLISHING COMPLIANCE WITH REIMBURSEMENT BOND
REGULATIONS UNDER THE INTERNAL REVENUE CODE**

BE IT RESOLVED by the County Board of Commissioners of the County of Nicollet, Minnesota (the County) as follows:

1. Recitals.

- (a) The Internal Revenue Service has issued Section 1.150-2 of the Income Tax Regulations (the "Regulations") dealing with the issuance of bonds, all or a portion of the proceeds of which are to be used to reimburse the County for project expenditures made by the County prior to the date of issuance.
- (b) The Regulations generally require that the County make a declaration of its official intent to reimburse itself for such prior expenditures out of the proceeds of a subsequently issued series of bonds within 60 days after payment of the expenditures, that the bonds be issued and the reimbursement allocation be made from the proceeds of such bonds within the reimbursement period (as defined in the Regulations), and that the expenditures reimbursed be capital expenditures or costs of issuance of the bonds.
- (c) The County desires to comply with requirements of the Regulations with respect to certain projects hereinafter identified.

2. Official Intent Declaration.

- (a) The County proposes to undertake the following project or projects and to make original expenditures with respect thereto prior to the issuance of reimbursement bonds, and reasonably expects to issue reimbursement bonds for such project or projects in the maximum principal amounts shown below:

<u>Project</u>	<u>Maximum Amount of Bonds Expected to be Issued for Project</u>
ARMER Radio System	500,000
Capital Equipment and Vehicles	950,000

- (b) Other than (i) de minimis amounts permitted to be reimbursed pursuant to Section 1.150-2(f)(1) of the Regulations or (ii) expenditures constituting preliminary expenditures as defined in Section 1.150-2(f)(2) of the Regulations, the County will not seek reimbursement for any original expenditures with respect to the foregoing projects paid more than 60 days prior to the date of adoption of this resolution. All original expenditures for which reimbursement is sought will be capital expenditures or costs of issuance of the reimbursement bonds.

3. Budgetary Matters. As of the date hereof, there are no County funds reserved, pledged, allocated on a long term basis or otherwise set aside (or reasonably expected to be reserved, pledged, allocated on a long term basis or otherwise set aside) to provide permanent financing for the original expenditures related to the projects, other than pursuant to the issuance of the reimbursement bonds. Consequently, it is not expected that the issuance of the reimbursement bonds will result in the creation of any replacement proceeds.

4. Reimbursement Allocations. The County's financial officer shall be responsible for making the "reimbursement allocations" described in the Regulations, being generally the transfer of the appropriate amount of proceeds of the reimbursement bonds to reimburse the source of temporary financing used by the County to make payment of the original expenditures relating to the projects. Each reimbursement allocation shall be made within 30 days of the date of issuance of the reimbursement bonds, shall be evidenced by an entry on the official books and records of the County maintained for the reimbursement bonds and shall specifically identify the original expenditures being reimbursed.

Auditor-Treasurer Bridgette Kennedy provided information about the forfeit tax process and requested that she be authorized to proceed with the process to sell the forfeited tax parcels on May 30, 2012. Ms. Kennedy provided additional information relating to this issue. Upon a motion by Commissioner Stenson and seconded by Dranttel, it was moved to accept the recommendation of the County Auditor-Treasurer to:

- Approve the list of forfeited properties to be sold at public auction and file such list with the County Auditor.
- Approve the basic sale prices.
- Set the terms of the public sale.
- Approve authorization to conduct a public sale of tax-forfeited land listed on Notice of Sale of Tax Forfeited Land on May 30, 2012.

and adopt the resolution approving the public sale of tax-forfeited land. On a roll call vote, all Commissioners voted yes and the motion carried unanimously.

RESOLUTION APPROVING PUBLIC SALE OF TAX-FORFEITED LAND

BE IT RESOLVED, that all parcels of tax-forfeited land listed on the Notice of Sale of Tax Forfeited Land; be classified as non-conservation land; that the basic sale price of each parcel on the List of Tax-Forfeited Land that is on file with the County Auditor-Treasurer, be approved, that authorization for a public sale of this land be granted, pursuant to M.S. 282.01; that the sale will be held at 1:00 P.M. Wednesday, May 30, 2012, by the Nicollet County Auditor-Treasurer in the Nicollet County Board Room in the Nicollet County Government Center, for not less than the basic sale price and associated administrative costs; and that all sales shall be full payment

The terms of forfeit tax sale are as follows:

Basic Sale Price:

All parcels are offered at public auction and sold to the highest bidder. The minimum bid accepted is the basic sale price which is shown on the list of tax forfeited land. This basic sale price is equal to the appraised value plus any special assessments levied after forfeiture or for hazardous waste control.

Additional Fees and Costs:

In addition to the Basic Sale Price, the following will be due and payable at the time of sale:

- \$ 25.00 State Deed Fee
- .033% State Deed Tax
- 3.00% State Assurance Tax

- \$ 46.00 Recording Fee
- \$ 5.00 Conservation Fee (if applicable)
- \$ 30.00 Well Certificate Fee (if applicable)
- \$ 300.00 County administrative costs

All fees are subject to change without notice or publication.

Special Assessments: Levied Before and After Forfeiture

The balance of any special assessments which were levied before forfeiture and canceled at forfeiture and which exceed the amount of the sale price may be reassessed by the municipality. These special assessments are shown on the list of tax forfeited land under the column entitled "Assessments Before Forfeiture (Outstanding)" and may be re-assessed.

Any special assessments which were levied after forfeiture and certified to the county auditor have been added to the basic sale price and must be paid by the purchaser. These special assessments are shown on the List of Tax Forfeited Land under the column line "Special Assessments due at time of sale."

Conditions: Restrictions on the use of the properties:

Sales may be subject to the following restrictions on the use of the properties:

1. Existing leases.
2. Easements obtained by a governmental subdivision of state agency for a public purpose.
3. Building codes and zoning laws.
4. All sales are final with no refunds or exchanges allowed.
5. The appraised value does not represent a basis for future taxes.

Private Sale: Parcels not sold at public auction

Any parcel not sold at a public sale may be purchased after the public sale by paying the basic sale price plus the additional fees and costs. The basic sale price cannot be changed until the parcel is reappraised, republished, and again offered at a later public sale.

Title: Proof of ownership

The buyer will receive a receipt at the time of sale. The Department of Revenue will issue a State Deed and it will be recorded. The buyer shall submit and sign a well certificate, if applicable.

The list of tax-forfeited land for sale is as follows:

Notice is hereby given that I shall sell to the highest bidder, the following described parcels of land forfeited to the State for non-payment of taxes which have been classified and appraised as provided by law. Such sale will be held in the Nicollet County Commissioner's Room, Nicollet County Government Center, in the City of St. Peter, County of Nicollet, State of Minnesota, at:

1:00 pm on Wednesday, May 30th, 2012

MUNICIPALITY/ ADDRESS	PID	VALUE	ASSESSMENTS BEFORE FORFEITURE (OUTSTANDING)
<u>City of North Mankato</u>			
2234 Kodiak Drive	18.172.0040	\$ 36,000.00	\$ 13,622.27
Specials After Forfeiture:		+ 4,272.75	
Basic Sale Price:		\$ 40,272.75	
2244 Kodiak Drive	18.172.0080	\$ 37,100.00	\$ 13,622.27
Specials After Forfeiture:		+ 4,272.75	
Basic Sale Price:		\$ 41,372.75	
2229 Fairbanks Drive	18.172.0150	40,800.00	\$ 13,622.27
Specials After Forfeiture:		+ 4,272.75	
Basic Sale Price:		\$ 45,072.75	
2239 Fairbanks Drive	18.172.0190	36,400.00	\$ 13,622.27
Specials After Forfeiture:		+ 4,272.75	
Basic Sale Price:		\$ 40,672.75	

2227 Kodiak Drive Specials After Forfeiture: Basic Sale Price:	18.172.0260	\$ 37,200.00 + 4,272.75 \$ 41,472.75	\$ 13,622.27
2229 Kodiak Drive Specials After Forfeiture: Basic Sale Price:	18.172.0270	\$ 35,300.00 + 4,272.75 \$ 39,572.75	\$ 13,622.27
2231 Kodiak Drive Specials After Forfeiture: Basic Sale Price:	18.172.0280	\$ 35,300.00 + 4,272.75 \$ 39,572.75	\$ 13,622.27
2233 Kodiak Drive Specials After Forfeiture: Basic Sale Price:	18.172.0290	\$ 35,400.00 + 4,272.75 \$ 39,672.75	\$ 13,622.27
2235 Kodiak Drive Specials After Forfeiture: Basic Sale Price:	18.172.0300	\$ 35,100.00 + 4,272.75 \$ 39,372.75	\$ 13,622.27
2237 Kodiak Drive Specials After Forfeiture: Basic Sale Price:	18.172.0310	\$ 35,100.00 + 4,272.75 \$ 39,372.75	\$ 13,622.27
2239 Kodiak Drive Specials After Forfeiture: Basic Sale Price:	18.172.0320	\$ 35,200.00 + 4,111.90 \$ 39,311.90	\$ 13,622.27
2241 Kodiak Drive Specials After Forfeiture: Basic Sale Price:	18.172.0330	\$ 36,800.00 + 4,272.75 \$ 41,072.75	\$ 13,622.27
2244 Fairbanks Drive Specials After Forfeiture: Basic Sale Price:	18.172.0350	\$ 35,200.00 + 4,272.75 \$ 39,472.75	\$ 13,622.27
2242 Fairbanks Drive Specials After Forfeiture: Basic Sale Price:	18.172.0360	\$ 35,900.00 + 4,272.75 \$ 40,172.75	\$ 13,622.27
2238 Fairbanks Drive Specials After Forfeiture: Basic Sale Price:	18.172.0380	\$ 35,200.00 + 4,272.75 \$ 39,472.75	\$ 13,622.27
2236 Fairbanks Drive Specials After Forfeiture: Basic Sale Price:	18.172.0390	\$ 35,200.00 + 4,272.75 \$ 39,472.75	\$ 13,622.27
2230 Fairbanks Drive Specials After Forfeiture: Basic Sale Price:	18.172.0420	\$ 35,200.00 + 4,272.75 \$ 39,472.75	\$ 13,622.27
<u>Courtland Township</u>			
1 st Ext Valley View Hgts Lot 1 Blk 1 Specials After Forfeiture: Basic Sale Price:	04.531.0010	\$ 1,000.00 \$ 1,000.00	\$ 0.00

<u>Lake Prairie Township</u>	07.121.1255	\$ 100.00	\$ 0.00
Part of Section 21-111-026		\$ 100.00	
Specials After Forfeiture:			
Basic Sale Price:			
<u>New Sweden Township</u>			
Part of Section 15-111-028	08.015.0105	\$ 100.00	\$ 0.00
Specials After Forfeiture:			
Basic Sale Price:		\$ 100.00	
<u>Traverse Township</u>			
Part of Section 15-110-027	12.015.1500	\$ 5,000.00	\$ 0.00
Specials After Forfeiture:			
Basic Sale Price:		\$ 5,000.00	
<u>West Newton Township</u>			
West Newton Group Subd Outlot A Blk 1	13.871.0070	\$ 100.00	\$ 0.00
Specials After Forfeiture:			
Basic Sale Price:		\$ 100.00	
<u>City of St Peter</u>			
Amended Plat Frac Lot 1 Blk 153	19.412.2390	\$ 100.00	\$ 0.00
Specials After Forfeiture:			
Basic Sale Price:		\$ 100.00	

Said parcels may have future assessments and is the responsibility of the purchaser. All sales are cash. Sales are subject to other administrative costs and are the responsibility of the purchaser. Any questions concerning said property should be directed to the Nicollet County Auditor-Treasurer's Office at the address and phone number below.

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

- No report

Chair Bruce Beatty reported on the following past and future activities/meetings, including:

- Various Board and Workshop meetings
- Nicollet County Agriculture meeting
- Tri-County Solid Waste meeting
- Several Compensation Committee meetings
- Extension Committee meeting
- Minnesota River Board
- AMC Legislative Conference
- Joint Meeting with Sibley County
- Redistricting Meeting
- Joint Meeting with Brown County
- Capital Improvement Plan meeting
- Provided an update on Administrator position applications
- Discussed a recent meeting with Katie Rasmussen (Extension) and Bob Schabert, regarding Connecting Nicollet County
- Open House coming up in the Mayo Health System in Mankato on April 12th
- There will be a meeting to discuss results of a road safety audit – Tuesday 17th at Mn/DOT

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

Commissioner Jack Kolars

- No report

Commissioner James Stenson

- Attended a meeting with Nicollet County Ag officials on April 3rd
- Attended the recent Township Officers meeting

Commissioner David Haack

- Various Workshop and Board meetings
- Traverse des Sioux Library meeting
- MRCI meeting
- Minnesota Valley Action Council
- Redistricting meeting
- Joint Meeting with Sibley County
- WorkForce meeting

Commissioner Marie Dranttel

- Various Workshop and Board meetings
- Joint Meeting with Brown County
- Joint Meeting with Sibley County
- Redistricting Workshop
- Capital Improvement Plan meeting

At 10:30 a.m., a public hearing was held regarding proposed redistricting information. Auditor-Treasurer Bridgette Kennedy discussed the various Commissioner District scenarios that meet the necessary criteria. Ms Kennedy noted that public input will be accepted through April 17th. There were no citizens present for the hearing. Ms. Kennedy noted that her recommendation for redistricting would be the number 3 option, and information relating to these options is available from her office. Public notice was provided in the newspaper and the information is listed on the County's web site. A resolution to adopt the Commissioner Districts will be presented and discussed in more detail at the meeting of April 24th. No action was needed at the meeting today.

Upon a motion by Commissioner Stenson and seconded by Haack, 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 Kolars and seconded by Dranttel, it was moved to adjourn the meeting at 10:40 a.m. The motion carried unanimously.



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: Mike Burgess
Address: 57105 Deer Haven Dr
City: Mankato State: MA Zip: 576001
Telephone: 507-327-0566
Sponsoring Organization: ABATE
Address: Same
City: _____ State: _____ Zip: _____
Telephone: Same
Occasion for Parade: Motorcycle Riders motor
Date of Parade: May 5-2012 Estimated Length of Parade: 300 units
Estimated Starting Time: 1 pm Estimated Finish Time: 1:30 pm
General Composition of Parade: MOTORCYCLES

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.

[Signature]
Applicant

3-30-12
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.

#701
Chief of Police

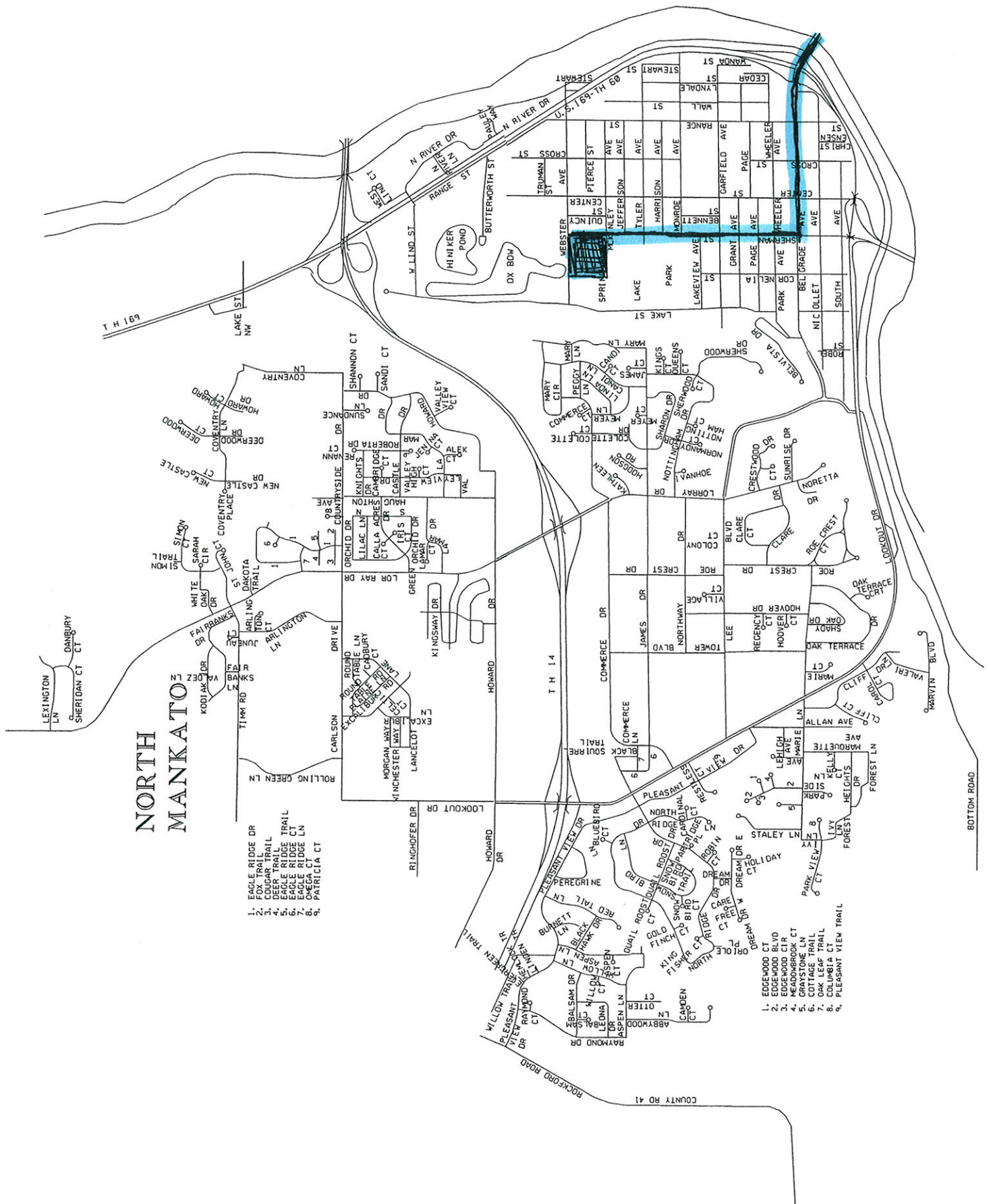
04-02-12
Date

COMMENTS/ADDITIONAL STIPULATIONS:

NORTH MANKATO

1. EAGLE RIDGE DR
2. COUGAR TRAIL
3. DEER TRAIL
4. EAGLE RIDGE TRAIL
5. EAGLE RIDGE CT
6. EAGLE RIDGE LN
7. EAGLE RIDGE LN
8. EAGLE RIDGE LN
9. PATRICIA CT

1. EDGEWOOD CT
2. EDGEWOOD BLVD
3. EDGEWOOD CIR
4. MEADOWBROOK CT
5. GRAYSTONE LN
6. COTTAGE TRAIL
7. COTTAGE TRAIL
8. COLUMBIA CT
9. PLEASANT VIEW TRAIL





Application for Temporary 3.2 Permit

Name of organization	Date organized	Tax exempt number	
North Mankato Civic & Commerce Association	January 1953	41-1315007	
Address	City	State	Zip Code
1001 Belgrade Avenue	North Mankato	Minnesota	56003
Name of person making application	Business phone	Home phone	
Denny Kemp	(507)625-4141	(507)381-6606	
Date	Type of organization		
7/5/12-7/8/12	<input type="checkbox"/> Club <input checked="" type="checkbox"/> Charitable <input type="checkbox"/> Religious <input type="checkbox"/> Other non-profit		

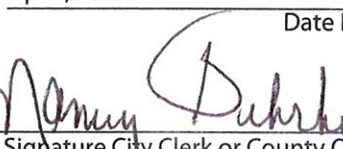
Organization officer's name		City	State	Zip
<input checked="" type="checkbox"/>	Denny Kemp, President	North Mankato	Minnesota	56003
<input checked="" type="checkbox"/>	Brent Blair, Vice President	North Mankato	Minnesota	56003
<input checked="" type="checkbox"/>	Wendell Sande, Treasurer	North Mankato	Minnesota	56003
Add New Officer				

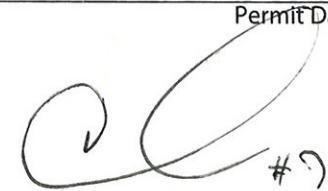
Location where permit will be used. If an outdoor area, describe.
Wheeler Park Band Shell Area.

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.
No.

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.
James R. Weir Insurance - \$50,000/\$100,000/\$300,000

APPROVAL

City of North Mankato	City/County
\$50.00	City Fee Amount
Apr 4, 2012	Date Fee Paid
	
Signature City Clerk or County Official	

Date Approved
Permit Date
 #901
Signature of Police Chief





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: Dennis Kemp

Address: 1814 Mary Lane

City: North Mankato State: MN Zip: 56003

Telephone: (507) 381-6606

Sponsoring Organization: North Mankato Civic & Commerce Association

Address: P.O. Box 2164

City: North Mankato State: MN Zip: 56003

Telephone: (507) 625-4141

Occasion for Parade: North Mankato Fun Days Kiddie Parade

Date of Parade: Friday, July 6, 2012 Estimated Length of Parade: 8 Blocks

Estimated Starting Time: 6:15 p.m. Estimated Finish Time: 7:30 p.m.

General Composition of Parade: Kids with decorated bikes, trikes and wagons.

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.

Applicant [Signature]

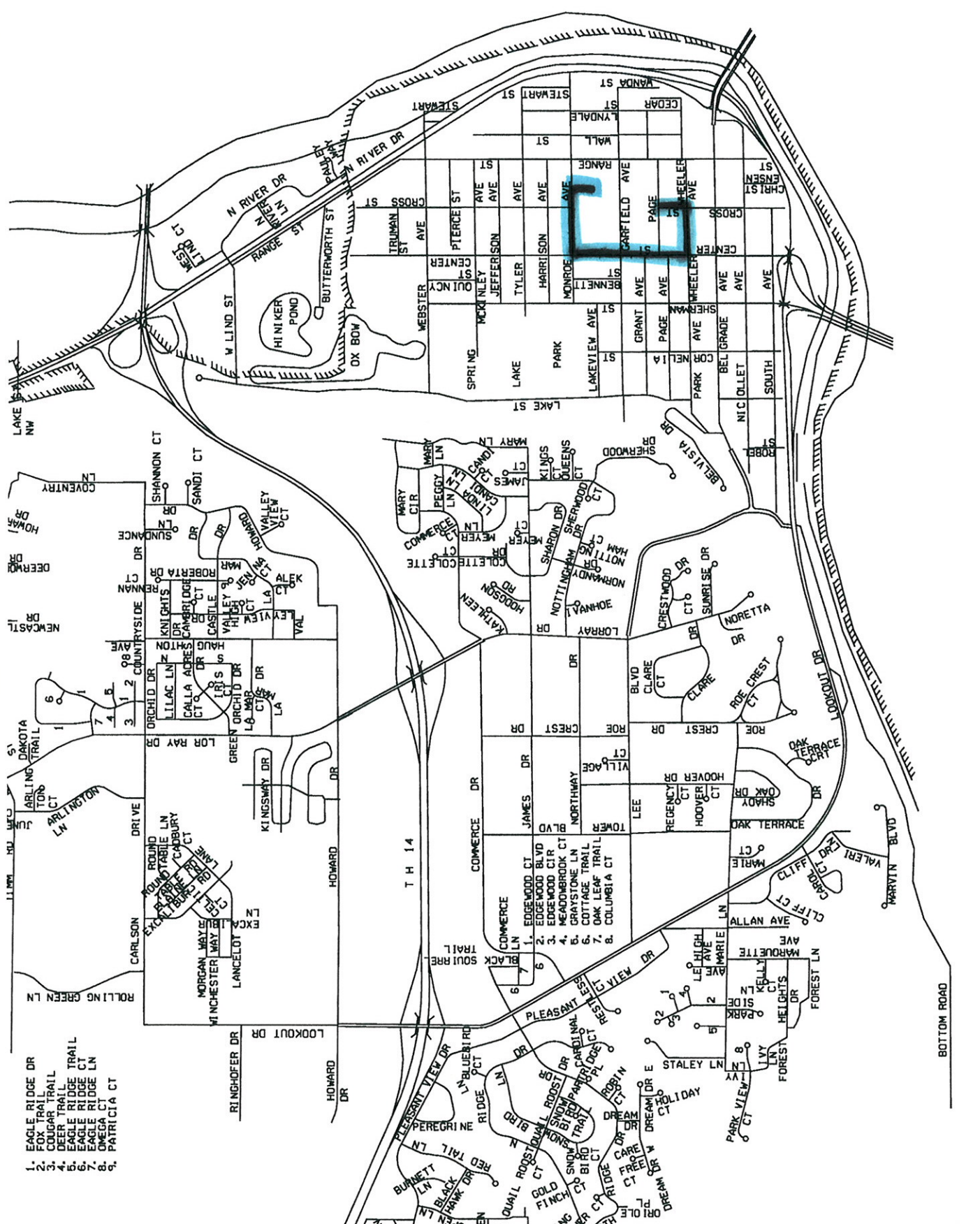
Date 9/6/12

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.

Chief of Police #701

Date 07-12-12

COMMENTS/ADDITIONAL STIPULATIONS:



BOTTOM ROAD



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:	<u>Dennis Kemp</u>		
Address:	<u>1814 Mary Lane</u>		
City:	<u>North Mankato</u>	State:	<u>MN</u> Zip: <u>56003</u>
Telephone:	<u>(507) 381-6606</u>		
Sponsoring Organization:	<u>North Mankato Civic & Commerce Association</u>		
Address:	<u>P.O. Box 2164</u>		
City:	<u>North Mankato</u>	State:	<u>MN</u> Zip: <u>56003</u>
Telephone:	<u>(507) 625-4141</u>		
Occasion for Parade:	<u>North Mankato Fun Days Parade</u>		
Date of Parade:	<u>Sat., July 7, 2012</u>	Estimated Length of Parade:	<u>100 Units</u>
Estimated Starting Time:	<u>11 a.m.</u>	Estimated Finish Time:	<u>2 p.m.</u>
General Composition of Parade:	<u>Variety of Commercial and Non-Profit Entries</u>		

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.

Applicant

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.

Chief of Police

Date

COMMENTS/ADDITIONAL STIPULATIONS:

Wendell Sande

From: Osborne, Brenda M [brenda.osborne@chartercom.com]
Sent: Wednesday, April 04, 2012 2:33 PM
To: City of Eagle Lake; City of Mankato; City of North Mankato; City of North Mankato, Finance Director; City of Skyline
Subject: Minnesota Channel Additions and Changes on behalf of Charter

Effective, **Tuesday May 8th, Charter MN Sports Channel 980 Basic Digital** will no longer be available.

This channel is being replaced with **Regional Sports Extra Games on Channel 227 Expanded Basic (Digital Only) and 827 High-Definition.**

Channel 227/827 will be an **"Event Only"** channel with "customized" guide information for the "events" that will be televised. Please note it will not be a full time channel.

DCT messaging and Weather Channel messaging are scheduled to notify our customers of this channel being relocated to Channel 227.

Thank you,
Brenda Osborne



Brenda Osborne | Administrative Assistant | Government Relations | 952.367.4223
16900 Cedar Avenue South, Rosemount, MN 55068

E-MAIL CONFIDENTIALITY NOTICE:

The contents of this e-mail message and any attachments are intended solely for the addressee(s) and may contain confidential and/or legally privileged information. If you are not the intended recipient of this message or if this message has been addressed to you in error, please immediately alert the sender by reply e-mail and then delete this message and any attachments. If you are not the intended recipient, you are notified that any use, dissemination, distribution, copying, or storage of this message or any attachment is strictly prohibited.

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 11B	Department: City Planner	Council Meeting Date: 04/16/12																																																										
TITLE OF ISSUE: V-1-12, Variance Request for 1710 Commerce Drive, a request from Growth Holdings, LLC																																																												
BACKGROUND AND SUPPLEMENTAL INFORMATION: The former Budget Mart on Commerce Drive has recently been purchased for redevelopment purposes. The new owner, Growth Holdings, LLC proposes to fully remodel the existing structure including a 1,500 square foot addition to the east side of the building. To accommodate parking on the property, the owner is seeking setback variances on the north and east sides of the property. Additionally, to increase parking opportunities on the site, the City is working with the owner to create parking spaces within the LorRay Drive right-of-way.																																																												
<i>If additional space is required, attach a separate sheet</i>																																																												
REQUESTED COUNCIL ACTION: Approve variance request																																																												
For Clerk's Use: Motion By: _____ Second By: _____ <table style="width: 100%; border: none;"> <tr> <td style="width: 15%;">Vote Record:</td> <td style="width: 10%; text-align: center;">Aye</td> <td style="width: 10%; text-align: center;">Nay</td> <td></td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Schindle</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Vote Record:	Aye	Nay			_____	_____	Freyberg		_____	_____	Steiner		_____	_____	Norland		_____	_____	Schindle		_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="width: 20%;">Resolution</td> <td style="width: 20%;">Ordinance</td> <td style="width: 20%;">Contract</td> <td style="width: 20%;">Minutes</td> <td style="width: 20%;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td colspan="2">Other (specify)</td> <td colspan="3">V-1-12</td> </tr> <tr><td colspan="5">_____</td></tr> <tr><td colspan="5">_____</td></tr> <tr><td colspan="5">_____</td></tr> <tr><td colspan="5">_____</td></tr> </table>	Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other (specify)		V-1-12			_____					_____					_____					_____				
Vote Record:	Aye	Nay																																																										
	_____	_____	Freyberg																																																									
	_____	_____	Steiner																																																									
	_____	_____	Norland																																																									
	_____	_____	Schindle																																																									
	_____	_____	Dehen																																																									
Resolution	Ordinance	Contract	Minutes	Map																																																								
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																																																								
Other (specify)		V-1-12																																																										

<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: _____																																																											

V-1-12

1710 COMMERCE DRIVE

A REQUEST FROM GROWTH HOLDINGS, LLC

THE CITY OF NORTH MANKATO

SUBJECT: V-1-12

APPLICANT: Growth Holdings, LLC

LOCATION: 1710 Commerce Drive

EXISTING ZONING: B-3, General Commercial

DATE OF HEARING: April 12, 2012

DATE OF REPORT: April 4, 2012

REPORTED BY: Michael Fischer, City Planner

APPLICATION SUBMITTED

Variance request to reduce a side yard setback from 10 feet to 0 feet and a rear yard setback from 10 feet to 4 feet.

COMMENT

The applicant has recently purchased the former Budget Mart on Commerce Drive. As proposed, the applicant would fully remodel the building including a 1,500 sq. ft. addition to the east side of the building. The remodeling and building addition project would create three office/retail opportunities within the building.

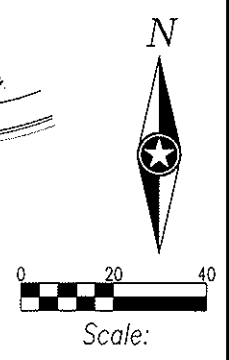
In an attempt to maximum the amount of parking on the property, the applicant is requesting variances on the property to allow parking closer to lot lines than the City Code allows. Specifically, as shown on Exhibit A, variances are requested to reduce the east parking setback from 10 feet to 0 feet and the north parking setback from 10 feet to 4 feet.

Due to the size and shape of the lot, parking has always been an issue at this location. Therefore, the City is currently working with the applicant to incorporate additional parking within the LorRay Drive right-of-way. In summary, due to the large amount of unused right-of-way along LorRay Drive, the City believes a portion of the right-of-way could be incorporated into the project for parking as shown on Exhibit A. Exhibit B shows the location and size of the right-of-way in this area including the highlighted area which would be used for parking.

In 2008, Family Video received a similar variance to reduce setbacks for parking. However, they were never able to come to terms with the purchase of the property.

RECOMMENDATION

Staff recommends approval of V-1-12.



PROPOSED SITE PLAN

THIS DOCUMENT IS THE PROPERTY OF IBS GROUP, INC. AND MAY NOT BE USED, COPIED OR DUPLICATED WITHOUT PRIOR WRITTEN CONSENT.

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA

PROJECT

BUDGET MART RENOVATION AND ADDITION

2 of 2

SHEET

DATE _____ LIC. NO. _____

DATE _____ LIC. NO. _____



**ARCHITECTS • ENGINEERS • PLANNERS
LAND SURVEYORS • SCIENTISTS**

Minnesota: Mankato • Faribault
Iowa: Storm Lake • Algona • Sac City

Web: www.is-grp.com



0 150 Feet



© Bolton & Menk, Inc - Web GIS



1710 Commerce

Figure

Mike-

I am writing regarding the variance for your Commerce Drive property, I would like to request for a variance to reduce a side yard setback to 0 feet and a rear yard setback to 4 feet at 1710 Commerce Drive. Thanks for your consideration.

Pending tenant approvals, we would like to start construction in the next 90 days. As we discussed there is a few variables which limit the timing of the project.

We understand the transformer has to be relocated. Is that a Benco transformer?

Kyle Smith

Kyle Smith
RentMSU, Inc.
530 S. Front St. Suite 100
Mankato, MN 56001
507-469-0887

-



March 30, 2012

Dear Property Owner:

The City of North Mankato has received a variance request from Growth Holdings, LLC to reduce a side yard building setback from 10 feet to 0 feet and a rear yard building setback from 10 feet to 4 feet for parking purposes at 1710 Commerce Drive. Attached is a site plan which shows the proposed layout for the redevelopment of this property including a potential future parking area within the LorRay Drive right-of-way.

This request will be considered by the Planning Commission on April 12, 2012 and by the City Council on April 16, 2012. Both meetings begin at 7 p.m. in the Municipal Building Council Chambers located at 1001 Belgrade Avenue.

As a nearby property owner, you have the opportunity to comment on this variance request. You may send written comments prior to the April 12, 2012 meeting or appear at either or both meetings.

Sincerely,

THE CITY OF NORTH MANKATO

Michael Fischer
City Planner

MF:ng

Big Dog Properties LLP
1712 Commerce Drive
North Mankato, MN 56003

Charles E Kodet
913 Sherman Street
North Mankato, MN 56003

Cole WG North Mankato MN
LLC
P.O. Box 901
Deerfield, IL 60015

Pioneer Bank
223 Armstrong Blvd S
P.O. Box 107
St. James, MN 56081-0107

Robert J Dale
220 Mayan Way
Mankato, MN 56001

Leonard G Mettler
1721 LorRay Drive
North Mankato, MN 56003

DE Commerce Property LLC
1730 Commerce Drive
North Mankato, MN 56003

LLC Duehring Properties
208 Glen Ellen Drive
Mankato, MN 56001

Convenience Store Investments
1626 Oak Street
La Crosse, WI 54603

Ronald J Wenger
1002 Oak Terrace Drive
North Mankato, MN 56003

Valley National Bank of Mankato
245 Belgrade Avenue
North Mankato, MN 56003

Application for
VARIANCE

Pursuant to Chapter 156 of the North Mankato City Code, application is hereby made for a modification in the zoning regulations described herein:

LEGAL DESCRIPTION OF PROPERTY:

Lot # Tract A Block # _____
 Subdivision Registered Land Survey No. 25 Address 1710 Commerce Drive

APPLICANT:

Name Growth Holdings, LLC Address 530 S. Front Street Phone 507-469-0887
Mankato, MN 56001

PROPERTY OWNER (If Other Than Applicant):

Name _____ Address _____ Phone _____

CURRENT ZONING: B-3 CURRENT USE OF PROPERTY: Former Convenience Store

VARIANCE REQUESTED: Reduce east setback from 10 feet to 0 feet and reduce north setback from 10 feet to 4 feet.

REASON FOR VARIANCE: Redevelopment of property

ZONING REGULATION APPLIED: Section 156.044 Subdivision (H)

REQUIREMENT OF REGULATION: Minimum rear and side yard setback for parking shall be no less than 10 feet.

REQUEST PREVIOUSLY CONSIDERED? Yes x No _____ If Yes, date February 2008

ADDITIONAL COMMENTS:SUPPORTING DOCUMENTS:

	Required	Attached		Required	Attached
Plot Plan	_____	_____	Comment Letters	_____	_____
Floor Plan	_____	_____	Performance Test	_____	_____
Landscaping Plan	_____	_____	Petition	_____	_____
Parking/Loading Plan	_____	_____	Development Schedule	_____	_____
Survey	_____	_____	Proposed Regulations	_____	_____
Other _____	_____	_____			

FEES: Application Fee \$ 335.00

Notice Charge # 11 @ \$2.00 = \$ 22.00

Total Fee \$ 357.00 Receipt # _____

I hereby certify that the information both described in and attached to this application is correct and true.

Signature of Applicant _____ Date March 28, 2012

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 11C	Department: City Planner	Council Meeting Date: 04/16/12																																																					
TITLE OF ISSUE: Preliminary and Final Plat of North Ridge Estates Phase XIV, a Replat of Lot 1, Block 5, North Ridge Estates Phase XI, a request from Octavian Properties, LLC																																																							
BACKGROUND AND SUPPLEMENTAL INFORMATION: <p>Octavian Properties has recently purchased a vacant 2.2-acre parcel of land located between Pleasant View Drive and Pleasant View Park. As proposed, the owner would create seven (7) lots to accommodate the future construction of single-family homes. As part of the proposed subdivision, Pleasant View Court would be constructed as a private improvement.</p> <p>To address storm water management regulations, it is necessary for the owner to incorporate a storm water holding pond within the development.</p> <p style="text-align: right; font-style: italic;">If additional space is required, attach a separate sheet</p>																																																							
REQUESTED COUNCIL ACTION: Approve preliminary plat																																																							
For Clerk's Use: Motion By: _____ Second By: _____ <table style="width: 100%; border: none;"> <tr> <td style="width: 15%;">Vote Record:</td> <td style="width: 10%;">Aye</td> <td style="width: 10%;">Nay</td> <td></td> </tr> <tr> <td></td> <td>_____</td> <td>_____</td> <td>Freyberg</td> </tr> <tr> <td></td> <td>_____</td> <td>_____</td> <td>Steiner</td> </tr> <tr> <td></td> <td>_____</td> <td>_____</td> <td>Norland</td> </tr> <tr> <td></td> <td>_____</td> <td>_____</td> <td>Schindle</td> </tr> <tr> <td></td> <td>_____</td> <td>_____</td> <td>Dehen</td> </tr> </table>	Vote Record:	Aye	Nay			_____	_____	Freyberg		_____	_____	Steiner		_____	_____	Norland		_____	_____	Schindle		_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="width: 20%;">Resolution</td> <td style="width: 20%;">Ordinance</td> <td style="width: 20%;">Contract</td> <td style="width: 20%;">Minutes</td> <td style="width: 20%;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td colspan="2">Other (specify)</td> <td colspan="3">Preliminary Plat of North Ridge Estates Phase XIV</td> </tr> <tr><td colspan="5">_____</td></tr> <tr><td colspan="5">_____</td></tr> <tr><td colspan="5">_____</td></tr> </table>	Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other (specify)		Preliminary Plat of North Ridge Estates Phase XIV			_____					_____					_____				
Vote Record:	Aye	Nay																																																					
	_____	_____	Freyberg																																																				
	_____	_____	Steiner																																																				
	_____	_____	Norland																																																				
	_____	_____	Schindle																																																				
	_____	_____	Dehen																																																				
Resolution	Ordinance	Contract	Minutes	Map																																																			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																																																			
Other (specify)		Preliminary Plat of North Ridge Estates Phase XIV																																																					

<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: _____																																																						

PRELIMINARY AND FINAL PLAT
NORTHRIDGE ESTATES PHASE XIV

LOT 1, BLOCK 5, NORTH RIDGE ESTATES PHASE XI

A REQUEST FROM OCTAVIAN PROPERTIES, LLC

THE CITY OF NORTH MANKATO

SUBJECT: Preliminary and Final Plat of North Ridge Estates Phase XIV
APPLICANT: Octavian Properties, LLC
LOCATION: Lot 1, Block 5, North Ridge Estates Phase XI
EXISTING ZONING: R-3, Limited Multiple Dwelling
DATE OF HEARING: April 12, 2012
DATE OF REPORT: April 3, 2012
REPORTED BY: Michael Fischer, City Planner

APPLICATION SUBMITTED

Request to replat Lot 1, Block 5, North Ridge Estates Phase XI.

COMMENT

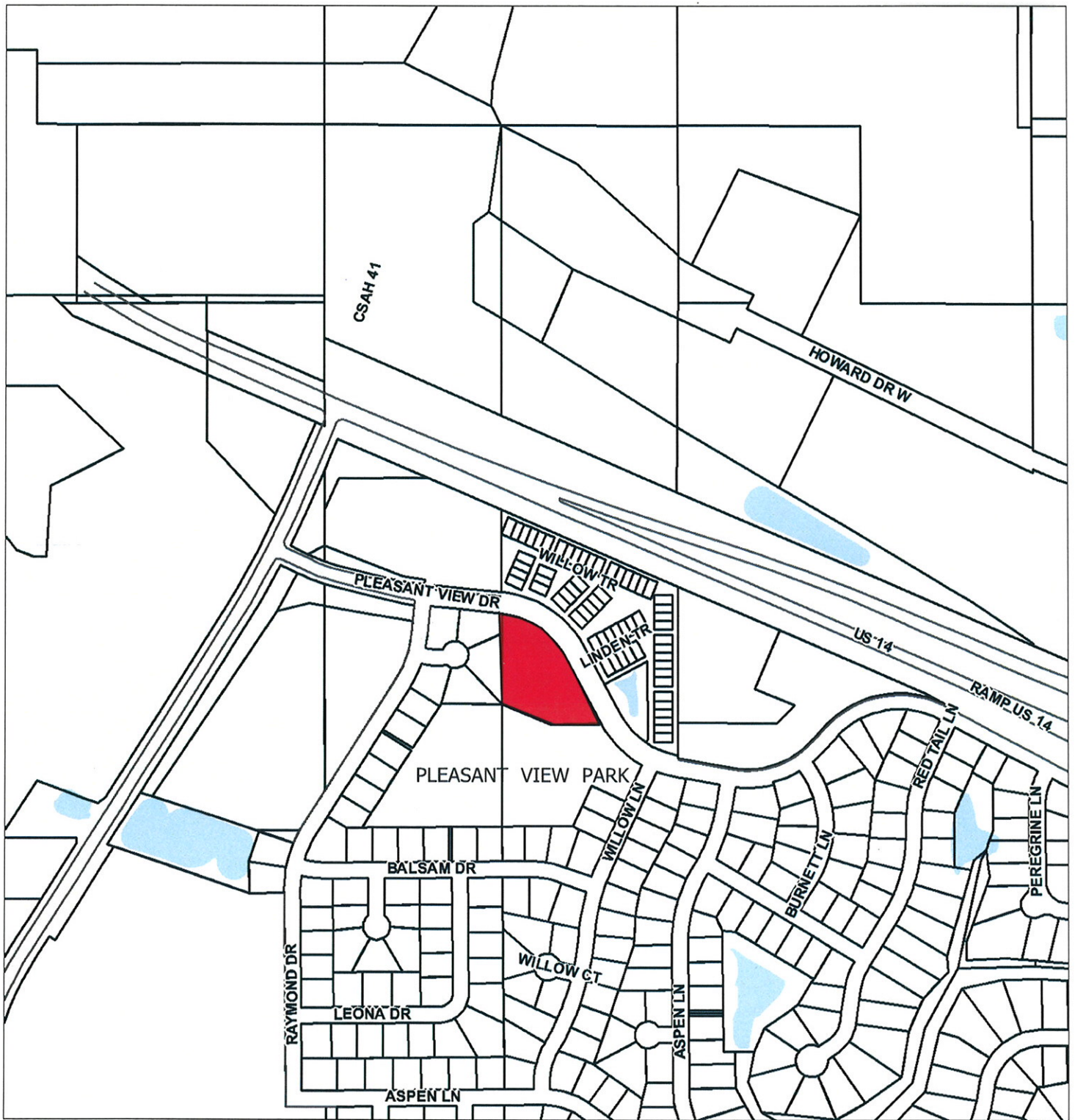
The applicant has recently purchased a vacant 2.2-acre parcel of land along Pleasant View Drive. The location of the property is shown on Exhibit A. As shown on Exhibit B, the applicant proposes to subdivide the property into seven (7) lots to accommodate single-family homes. While Lots 1 and 7 would have access from Pleasant View Drive, the addition of Pleasant View Court will be necessary for access to Lots 2 through 6.

While the R-3 zoning of the property would allow multiple dwelling unit buildings, the applicant is proposing a single-family dwelling development which is also permitted within this zoning district. All of the proposed lots within North Ridge Estate Phase XIV exceed the minimum lot requirements as regulated in the City Code.

Due to the size of the proposed subdivision, some form of on-site storm water detention will be required. It will be expected that the applicant will retain the services of a civil engineer to incorporate the type and size of stormwater detention on the site.

RECOMMENDATION

Staff recommends approval of the preliminary plat of North Ridge Estates Phase XIV subject to submittal of an engineered plan to address storm water management.

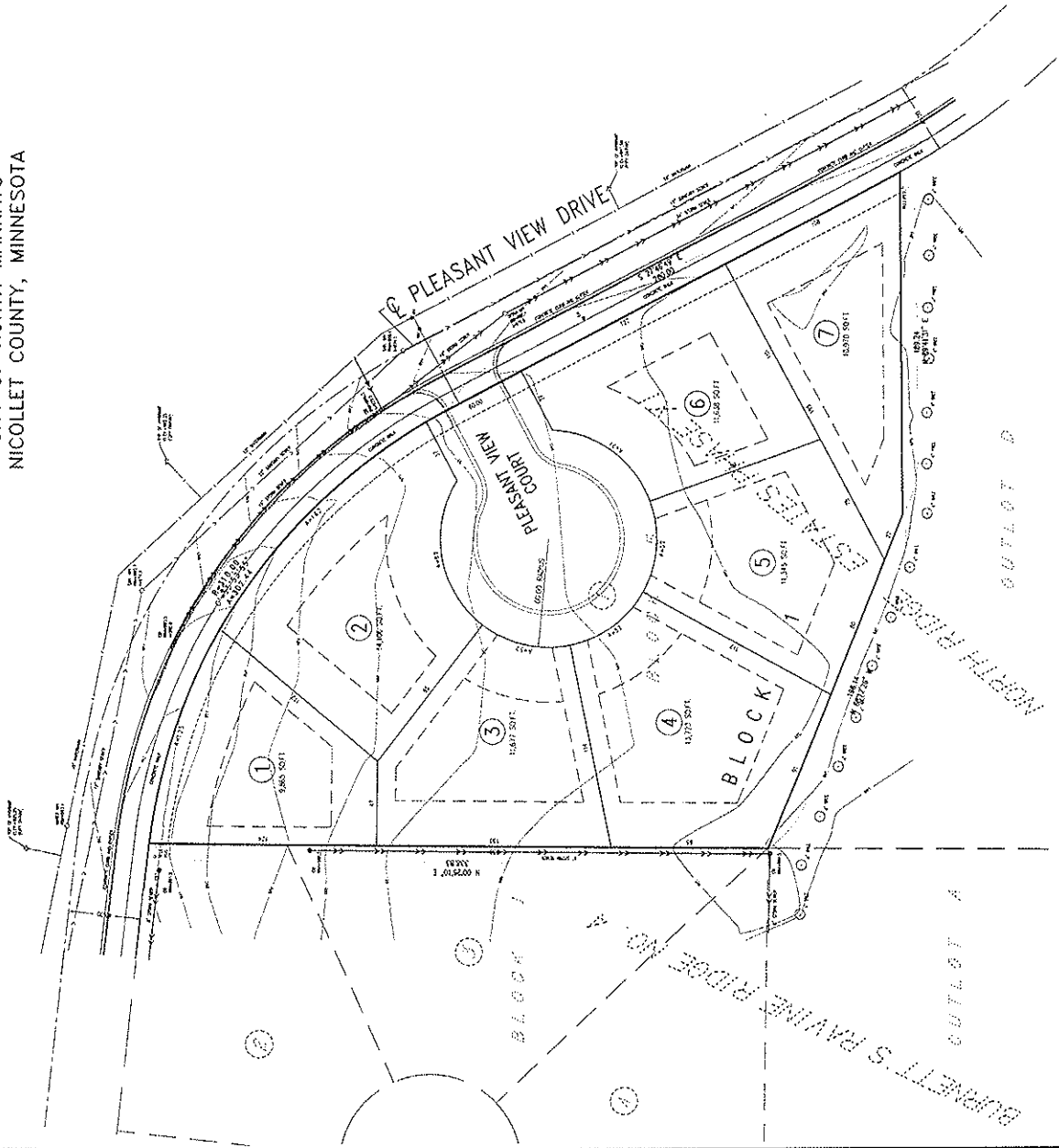


North Ridge XIV

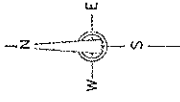
Figure A

NORTH RIDGE ESTATES PHASE XIV

CITY OF NORTH MANKATO
NICOLLET COUNTY, MINNESOTA



SCALE IN FEET
0 10 20 30



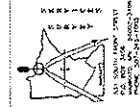
BENCH MARK
ROMAN MARK
ELEVATION 852.62
(NAD 83 DATUM)

PROPERTY ZONED R-3
UNIFIED WATERSHED DISTRICT
NORTH MANKATO, MINNESOTA

UNIFIED WATERSHED DISTRICT
NORTH MANKATO, MINNESOTA
NAD 83 DATUM
ELEVATION 852.62
(NAD 83 DATUM)

SUBJECT PROPERTY
CONTAINS 2.22 ACRES

1. This plat was prepared by the undersigned, a duly licensed and qualified surveyor, and is a true and correct copy of the original survey and is subject to the provisions of the laws of the State of Minnesota relating to the practice of the profession of surveying.



PRELIMINARY PLAT
NORTH RIDGE ESTATES PHASE XIV

LOT 1, BLOCK 5, NORTH RIDGE
ESTATES PHASE XI

DATE: 10/15/2012
FILE NO.: 12345

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 12A

Department: City Admin.

Council Meeting Date: 04/16/12

TITLE OF ISSUE: Res. Authorizing Execution of Sub-Grant Agreement for Hazard Mitigation Assistance

BACKGROUND AND SUPPLEMENTAL INFORMATION: We are asking Council approval of the enclosed resolution authorizing execution of a sub-grant agreement for hazard mitigation assistance. Nicollet County participates in a hazard mitigation planning process that was established under the Disaster Mitigation Act of 2000. The resolution will allow us to participate should funds become available to the County for a hazard mitigation project. Nothing specific is being proposed at this time.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Adopt resolution

For Clerk's Use:

Motion By: _____

Second By: _____

Vote Record:

Aye

Nay

_____	_____	Freyberg
_____	_____	Steiner
_____	_____	Norland
_____	_____	Schindle
_____	_____	Dehen

SUPPORTING DOCUMENTS ATTACHED

Resolution

Ordinance

Contract

Minutes

Map

☒

☐

☐

☐

☐

Other (specify) _____

☐ Workshop

☒ Regular Meeting

☐ Special Meeting

☐

Refer to: _____

☐

Table until: _____

☐

Other: _____

Resolution No.

RESOLUTION AUTHORIZING EXECUTION
OF SUB-GRANT AGREEMENT
FOR HAZARD MITIGATION ASSISTANCE

WHEREAS, the City of North Mankato participates in the multi-jurisdiction Nicollet County Hazard Mitigation Assistance Program;

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, that authorization is granted for the City of North Mankato to enter into a sub-grant agreement with the Division of Homeland Security and Emergency Management in the Minnesota Department of Public Safety for the program entitled Hazard Mitigation Assistance; and

BE IT FURTHER RESOLVED, Wendell Sande, City Administrator of the City of North Mankato, is hereby authorized to execute and sign such sub-grant agreements and any amendments hereto as are necessary to implement the project on behalf of the City of North Mankato.

Adopted this 16th day of April 2012.

Mayor

City Clerk

CITY OF NORTH MANKATO

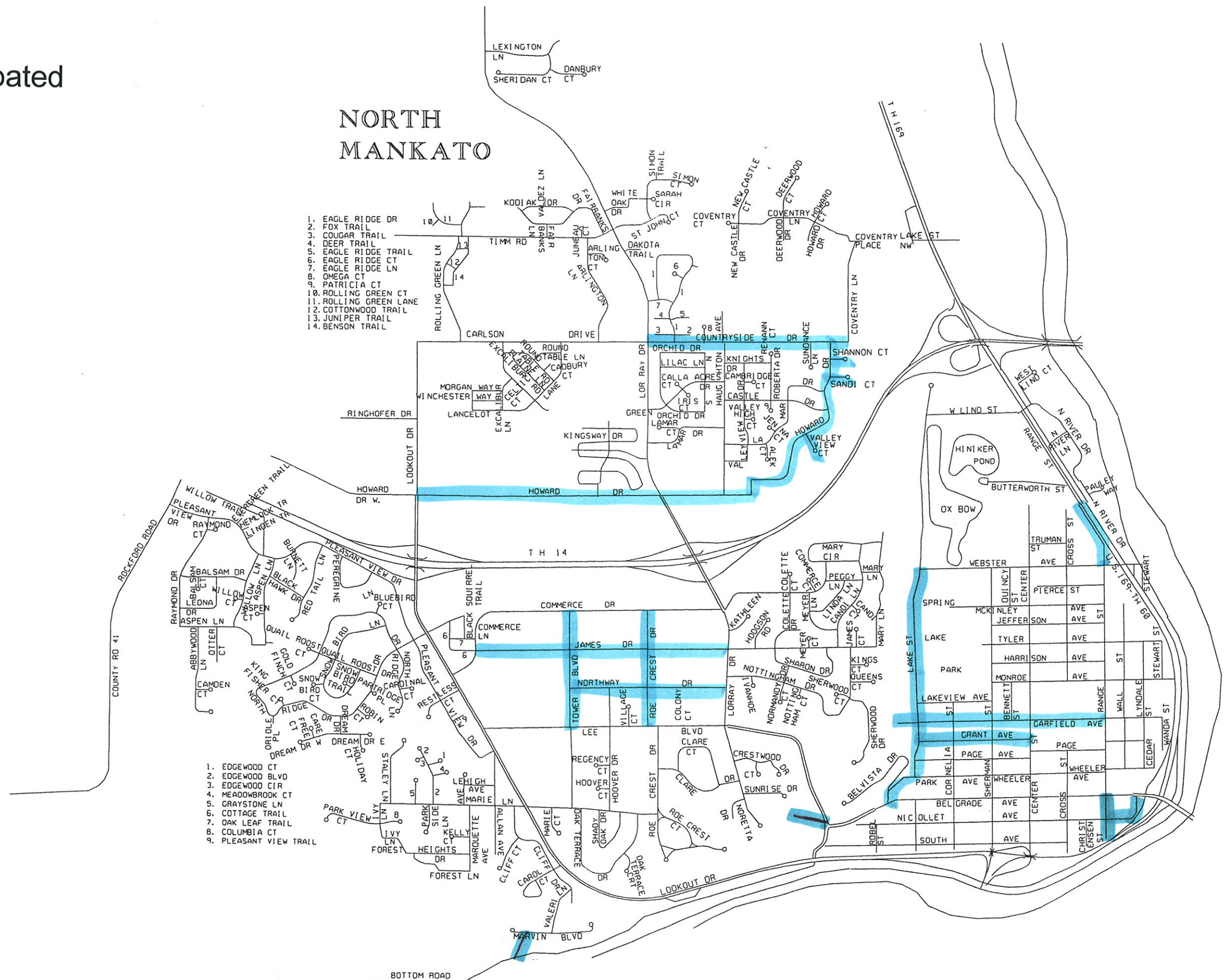
REQUEST FOR COUNCIL ACTION



Agenda Item # 12B	Department: City Admin.	Council Meeting Date: 04/16/12																																															
TITLE OF ISSUE: 2012 Sealcoat Streets																																																	
BACKGROUND AND SUPPLEMENTAL INFORMATION: Attached is a map of the streets to be sealcoated in 2012. The streets to be sealcoated are as follows: <ul style="list-style-type: none"> Countryside Drive – LorRay Drive to East End Howard Drive – Lookout Drive to Countryside Drive Shannon Court Sandi Court Valley View Court Tower Boulevard – Lee Boulevard to Commerce Drive Roe Crest Drive – Lee Boulevard to Commerce Drive James Drive – Commerce Lane to LorRay Drive Northway Drive – Tower Boulevard to LorRay Drive Escape Route – Marvin Boulevard to Judson Bottom Road Old Belgrade Hill Lake Street – Belgrade Avenue to Webster Avenue Garfield – West End of Garfield Avenue to Range Street Grant Avenue – Lake Street to Center Street Range Street – Webster Avenue to Cross Street; Belgrade Avenue to South End Nicollet Avenue – Range Street to Belgrade Avenue (east intersection) <i>If additional space is required, attach a separate sheet</i>																																																	
REQUESTED COUNCIL ACTION: Information only																																																	
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Schindle</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Freyberg	_____	_____	Steiner	_____	_____	Norland	_____	_____	Schindle	_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td colspan="2" style="text-align: center;">Other (specify) _____</td> <td colspan="3" style="text-align: center;">Map _____</td> </tr> <tr><td colspan="5"> </td></tr> <tr><td colspan="5"> </td></tr> <tr><td colspan="5"> </td></tr> </table>	Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other (specify) _____		Map _____																	
Aye	Nay																																																
_____	_____	Freyberg																																															
_____	_____	Steiner																																															
_____	_____	Norland																																															
_____	_____	Schindle																																															
_____	_____	Dehen																																															
Resolution	Ordinance	Contract	Minutes	Map																																													
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																																													
Other (specify) _____		Map _____																																															
<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: _____																																																

Streets to be Sealcoated 2012

NORTH
MANKATO



CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 12C	Department: City Admin.	Council Meeting Date: 04/16/12																																																
TITLE OF ISSUE: Charter Price Adjustments effective June 1, 2012																																																		
BACKGROUND AND SUPPLEMENTAL INFORMATION: As per the franchise agreement, Charter Communications is notifying us in the attached letter of rate increases that go into effect June 1, 2012.																																																		
<i>If additional space is required, attach a separate sheet</i>																																																		
REQUESTED COUNCIL ACTION: Information only																																																		
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Schindle</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Freyberg	_____	_____	Steiner	_____	_____	Norland	_____	_____	Schindle	_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td colspan="2" style="text-align: center;">Other (specify)</td> <td colspan="3" style="text-align: center;">Letter from Charter Communications</td> </tr> <tr><td colspan="5">_____</td></tr> <tr><td colspan="5">_____</td></tr> <tr><td colspan="5">_____</td></tr> </table>		Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other (specify)		Letter from Charter Communications			_____					_____					_____				
Aye	Nay																																																	
_____	_____	Freyberg																																																
_____	_____	Steiner																																																
_____	_____	Norland																																																
_____	_____	Schindle																																																
_____	_____	Dehen																																																
Resolution	Ordinance	Contract	Minutes	Map																																														
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																																														
Other (specify)		Letter from Charter Communications																																																

<table style="width: 100%; border: none;"> <tr> <td style="text-align: center;"><input type="checkbox"/> Workshop</td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/> Regular Meeting</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/> Special Meeting</td> </tr> </table>	<input type="checkbox"/> Workshop	<input checked="" type="checkbox"/> Regular Meeting	<input type="checkbox"/> Special Meeting	<table style="width: 100%; border: none;"> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>Refer to: _____</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>Table until: _____</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>Other: _____</td> </tr> </table>		<input type="checkbox"/>	Refer to: _____	<input type="checkbox"/>	Table until: _____	<input type="checkbox"/>	Other: _____																																							
<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: _____																																																	



April 5, 2012

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

Dear Mr. Sande:

Charter greatly values our relationship with local government officials and wants to make certain we alert you to forthcoming changes. Effective June 1, 2012, pricing will be adjusted for the following residential fees involving the Basic Service tier, Expanded Service tier, unreturned equipment, equipment rental and installation/service call fees. Customers are being provided advance notice of these price adjustments via bill message at least 30 days prior to the effective date.

Basic/Expanded Service Tier – Basic Service Tier from \$12.13 to \$12.35, an increase of \$0.22; Expanded Service Tier from \$47.86 to \$47.64, an decrease of (\$0.22); the total for Basic & Expanded from \$57.99 to \$59.99, an increase of \$2.00.

Equipment Rental -- TV : Standard Digital Receiver & Remote from \$1.40 to \$1.00 for a decrease of (\$0.40), HD or DVR or Multi-Room Primary Receiver & Remote from \$6.40 to \$6.00 for a decrease of (\$0.40), Multi-Room Secondary DVR Receiver & Remote from \$3.40 to \$3.00 for a decrease of (\$0.40), Interactive Guide Services fee from \$3.60 to \$4.00, an increase of \$0.40 (the Interactive Guide increase is offset by the receiver decrease listed above and will result in NO CHANGE in the Equipment/Service package fee).

Installation / Service Call Fees: Primary Outlet Installation from \$39.00 to \$48.95 for an increase of \$9.95, Special Trip Additional Outlet Activation (1 outlet) from \$38.00 to \$43.00 for an increase of \$5.00, Special Trip Change of Service from \$30.00 to \$33.50 for an increase of \$3.50, Labor Charge from \$39.00 to \$42.00 for an increase of \$3.00, Wall Fish from \$29.90 to \$31.50 for an increase of \$1.60, Ancillary Equipment Installation at Install from \$9.97 to \$9.99 for an increase of \$.02, Special Trip Ancillary Equipment Installation from \$35.00 to \$40.00 for an increase of \$5.00.

We remain committed to providing excellent communications and entertainment services in your community and in each of the communities we serve. If you have any questions about these changes, please contact me at (763) 682-5982 Ext. 11511 or Tom.Bordwell@chartercom.com.

Sincerely,

A handwritten signature in black ink, appearing to read 'Tom Bordwell', is written over a horizontal line.

Tom Bordwell
Director, Government Relations
Charter

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 12D	Department: City Admin.	Council Meeting Date: 04/16/12
-------------------	-------------------------	--------------------------------

TITLE OF ISSUE: Report on Caswell Park Projects

BACKGROUND AND SUPPLEMENTAL INFORMATION:

The roof replacement project at the concession building is nearly complete. Resetting of the press box and rooftop gazebo should take place not later than Friday the 13th. Work has been completed in rerouting the roof drains through the well house and concession building.

The batting cage project is complete including the lighting which will also provide security lighting to the south end of the east Caswell parking lot.

The sand volleyball courts at Caswell have been upgraded with new sand, replacement of the posts and nets and upgraded lighting. The salvaged sand will be used in other projects.

The first softball tournament of the season is taking place this weekend.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Information only

For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Schindle</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Freyberg	_____	_____	Steiner	_____	_____	Norland	_____	_____	Schindle	_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> <p>Other (specify) _____</p> <p>_____</p> <p>_____</p> <p>_____</p>	Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aye	Nay																												
_____	_____	Freyberg																											
_____	_____	Steiner																											
_____	_____	Norland																											
_____	_____	Schindle																											
_____	_____	Dehen																											
Resolution	Ordinance	Contract	Minutes	Map																									
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																									
<div style="margin-bottom: 10px;"><input type="checkbox"/> Workshop</div> <div style="margin-bottom: 10px;"><input checked="" type="checkbox"/> Regular Meeting</div> <div><input type="checkbox"/> Special Meeting</div>	<div style="margin-bottom: 10px;"><input type="checkbox"/> Refer to: _____</div> <div style="margin-bottom: 10px;"><input type="checkbox"/> Table until: _____</div> <div><input type="checkbox"/> Other: _____</div>																												

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 12E	Department: City Admin.	Council Meeting Date: 04/16/12																																															
TITLE OF ISSUE: Report on Advertising Sales																																																	
BACKGROUND AND SUPPLEMENTAL INFORMATION: <p>In March, City staff sent letters to all North Mankato businesses regarding advertising opportunities in North Mankato including the <i>City News and Views</i> newsletter, 2012-2013 Visitor's Guide and Caswell Park signage. Attached is the advertising specification sheet that was sent out to all businesses.</p> <p>We had 14 businesses respond and advertise in the Spring edition of the <i>City News and Views</i> newsletter. Since the publication has reached residents and businesses in North Mankato, we have received several calls from businesses interested in advertising in the Fall edition also.</p> <p>We had 18 businesses commit to advertising in the 2012-2013 Visitor's Guide. We are in the design stage of the Visitor's Guide and expect completion by June 1.</p> <p>After considering the advertising options at Caswell Park, we have settled on use of a digital advertising format. Advertiser copy will be displayed along with tournament schedules, scores and other relevant information.</p> <p>Two businesses have expressed interest in the digital advertising at Caswell Park. We are hoping that once the digital advertising board is installed at Caswell Park more businesses will see it and be interested in advertising at Caswell Park.</p> <p style="text-align: right;"><i>If additional space is required, attach a separate sheet</i></p>																																																	
REQUESTED COUNCIL ACTION: Information only																																																	
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Schindle</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Freyberg	_____	_____	Steiner	_____	_____	Norland	_____	_____	Schindle	_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td colspan="2" style="text-align: center;">Other (specify)</td> <td colspan="3" style="text-align: center;"><u>Advertising Specification Sheet</u></td> </tr> <tr><td colspan="5"> </td></tr> <tr><td colspan="5"> </td></tr> <tr><td colspan="5"> </td></tr> </table>	Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other (specify)		<u>Advertising Specification Sheet</u>																	
Aye	Nay																																																
_____	_____	Freyberg																																															
_____	_____	Steiner																																															
_____	_____	Norland																																															
_____	_____	Schindle																																															
_____	_____	Dehen																																															
Resolution	Ordinance	Contract	Minutes	Map																																													
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																																													
Other (specify)		<u>Advertising Specification Sheet</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



The City of North Mankato is offering attractive advertising packages for all North Mankato/Mankato area businesses in the *City News and Views* newsletter, North Mankato Visitor's Guide and signs at Caswell Park.

City News and Views Newsletter

This publication will come out in the spring and fall of 2012. 6,600 printed each issue. Distributed to each North Mankato residential and commercial address. May be a coupon ad. Ad will be full color.

Spring and Fall (both publications) 3 1/4 inches x 3 3/4 inches	\$200
---	-------

North Mankato Visitor's Guide (8 1/2 x 11 Book Size)

This publication will be good for 2 years. 10,000 printed every two years. Distributed to visitors to North Mankato and teams who play tournaments (local, state and national) at Caswell Park. Local businesses will also distribute guides. All ads will be full color.

Full Page - 8 1/2 inches x 10 1/2 inches	\$500*
Half Page - 8 inches x 5 3/16 inches or 10 1/2 inches x 3 15/16 inches	\$250*
Quarter Page - 3 15/16 inches x 5 3/16 inches or 8 inches x 2 1/2 inches	\$125
Eighth Page Coupon (front and back in coupon section of guide) 3 15/16 inches x 2 1/2 inches	\$125

*Businesses that purchase a 1/2 page ad or larger will receive a *FREE* 1/8 page coupon ad (front and back) in the coupon section of the guide. Coupons need to expire December 31, 2013.

Caswell Signage

Automated advertising system including game-related announcements and other information. Three-year minimum commitment on advertising at Caswell Park. All advertising will be full color.

32-inch monitor	\$1,000/year (3-year Minimum Commitment)
-----------------	---

File Format

All print advertising files must be in CMYK format and be one of the following: 300 DPI – EPS (preferred), TIF, JPG or PDF (no downsampling). All formats must have outlined type and embedded artwork. Automated advertising files must be in JPG format.

Advertising Discount

Advertisers who choose 2 of the above advertising options will receive a 10% discount on both advertisements. Advertisers who choose all 3 of the above advertising options will receive a 20% discount on all advertisements.

Please contact Lynette Peterson at 625-4141 ext. 225 to reserve your advertising spot today.

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 12F	Department: City Admin.	Council Meeting Date: 04/16/12																																																				
TITLE OF ISSUE: Sale of Surplus Vehicles																																																						
BACKGROUND AND SUPPLEMENTAL INFORMATION: Attached is the bid tabulation for the sale of surplus equipment. The high bid for the 1983 GMC One-Ton Flatbed Utility Truck is \$1,999.99. The high bid for the 1996 Ford Bronco is \$1,251.50.																																																						
<i>If additional space is required, attach a separate sheet</i>																																																						
REQUESTED COUNCIL ACTION: Approve sale of surplus vehicles to high bidders																																																						
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Schindle</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Freyberg	_____	_____	Steiner	_____	_____	Norland	_____	_____	Schindle	_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td colspan="2" style="text-align: center;">Other (specify)</td> <td colspan="3" style="text-align: center;">Bid Tabulation</td> </tr> <tr><td colspan="5">_____</td></tr> <tr><td colspan="5">_____</td></tr> <tr><td colspan="5">_____</td></tr> <tr><td colspan="5">_____</td></tr> </table>	Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other (specify)		Bid Tabulation			_____					_____					_____					_____				
Aye	Nay																																																					
_____	_____	Freyberg																																																				
_____	_____	Steiner																																																				
_____	_____	Norland																																																				
_____	_____	Schindle																																																				
_____	_____	Dehen																																																				
Resolution	Ordinance	Contract	Minutes	Map																																																		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																																																		
Other (specify)		Bid Tabulation																																																				

<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: _____																																																					

**BID TABULATION
SURPLUS EQUIPMENT
April 11, 2012**

1983 GMC One-Ton Flatbed Utility Truck	Bidder	Amount
	James Misgen	\$705.00
	Norman Hoyne	\$756.00
	Darrell Hylan	\$800.00
	Jerry G. Hermann	\$1,999.99

1996 Ford Bronco	Bidder	Amount
	James Misgen	\$505.00
	Darrell Hylan	\$975.00
	Jason Hutson	\$1,251.50

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 12G	Department: City Admin.	Council Meeting Date: 04/16/12
-------------------	-------------------------	--------------------------------

TITLE OF ISSUE: Approve Purchase of Playstructure for Benson Park

Enclosed please find a proposal from Clearwater Recreation for a playstructure and swing set to be installed at Benson Park. The playstructure and swings would be installed north of the small parking lot that is in the southwest corner of the park. This will be adjacent to the walking trail that leads to the housing along the west side of the park. The improvement would be funded from the Sales Tax Fund.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Approve purchase

For Clerk's Use:

Motion By: _____
 Second By: _____

Vote Record:

Aye	Nay	
_____	_____	Freyberg
_____	_____	Steiner
_____	_____	Norland
_____	_____	Schindle
_____	_____	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) Proposal from Clearwater Recreation

☐ Workshop

☒ Regular Meeting

☐ Special Meeting

☐ Refer to: _____

☐ Table until: _____

☐ Other: _____

PROPOSAL

TO: City Hall
 1001 Belgrade Avenue
 North Mankato, Mn. 56002
 ATTN: Nancy Gehrke
 PHONE: 507-625-4141
 FAX: 507-625-4151
 DATE: 04/11/12
 PROJECT: Play Equipment

FROM: Clearwater Recreation
 329 East Lake Street
 Waconia, Mn. 55387
 PHONE: 952-442-1820
 FAX: 952-442-4439
 REFERENCE:
 TERMS: Net 30 days

QUANTITY	DESCRIPTION	PRICE EACH	TOTAL
1	Model 61469 Playstructure With A Two Bay 5" Arch Swing. See Itemized List For Components All Equipment Mfg. By Play & Park Systems		\$33,304
	Discount		(\$13,000)
<i>NOTE: This quotation is valid for 30 days. Please call for confirmation after that date. Prices are NOT based on prevailing wages.</i>		SUBTOTAL	\$20,304
		SALES TAX	\$1,632.12
		FREIGHT	\$3,436
		INSTALLATION	Not Included
<i>Do you need a 24-hour call prior to delivery notice? __ Yes __ No</i>		TOTAL	\$25,372.00

DISCLAIMER FOR UNKNOWN CONDITIONS: The following disclaimer applies only when installation is quoted.

This quotation is based on the area being free of all debris such as, but not limited to the following: *Concrete footings or blocks of any type. *Bedrock or rocky conditions of any type. *Tree stumps, trees, cans, bottles, metal or any other debris. *Utilities requiring any holes to be dug by hand. *If area is not accessible to a bobcat and other equipment necessary for installation. *If water exists in site area or footings after they are dug. *Or any other unknown conditions not listed or visible.


FOB Factory

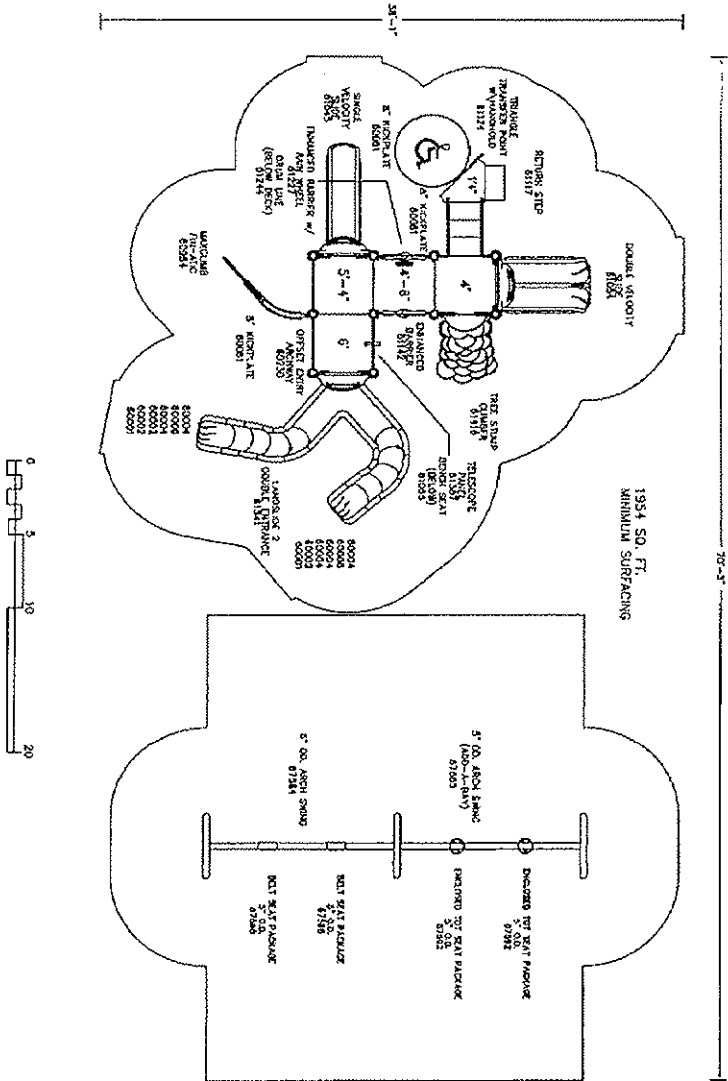
Shipment approx. after receipt of order.

Signed by:

Bill
 Bill Livingston

SUPER
PLAY SYSTEMS

	Elevated Play Components		7	Req.	0
	Elevated Play Components Accessible by Ramp		7	Req.	4
	Elevated Components Accessible by Transfer		7	Req.	2
	Accessible Ground Level Components Shown		6	Req.	4
	Different Types of Ground Level Components		4	Req.	2



ISO
3007
22012132

structures
401 Oakdale St., Ste. 310
Chaska, MN 55120
800-221-1807
www.superplay.com

Drawn By:
JON KING
Date:
04/11/12
Drawing Name:
669-64591

IMPORTANT: Never install play equipment over hard, unresilient surfaces such as asphalt, concrete, or compacted earth. It is the owner's responsibility to ensure the "minimum area required" contains an appropriate amount of resilient material to cushion accidental falls. It is the manufacturer's opinion that the structure shown herein complies with current state standards concerning accessibility if used with proper accessible surfacing and together with other necessary ground level play equipment.

Minimum Area Required:
SEE DRAWING
Scale: 1/8"=1'-0"
This drawing can be scaled only within its 11" x 17" format.

This play equipment is recommended for children ages 5-12

CITY PARK
NORTH MANKATO, MN. 56002
CLEARWATER RECREATION



Clearwater Recreation
329 East Lake St Waconia, MN
55387
Waconia, MN, 55387
Phone: 866-654-1490
Fax: 952-442-4439
Email: clearwaterrec@msn.com
Contact: Bill Livingston

City Park

City Park
 Attn: Nancy Gehrke

Quote Number: 669-64591

Quote Date: 4/10/2012

North Mankato, MN 56002

Stock ID	Description	Quantity	Weight	Unit Price	Amount
60001	EXIT SECTION	2	82	\$345.00	\$690.00
60002	STRAIGHT SECTION	3	81	\$334.00	\$1,002.00
60004	RIGHT CURVED SECTION	5	135	\$310.00	\$1,550.00
60006	4'SLIDE SUPPORT	2	26	\$75.00	\$150.00
60055	SQUARE DECK	4	844	\$1,123.00	\$4,492.00
60059	10' UPRIGHT(ALUM)W/CAP-5"OD	2	58	\$287.00	\$574.00
60060	12' UPRIGHT(ALUM)W/CAP-5"OD	5	170	\$321.00	\$1,605.00
60061	8" SMALL KICKPLATE	3	30	\$133.00	\$399.00
60230	OFFSET ENTRY ARCHWAY	1	38	\$605.00	\$605.00
60919	ZIG ZAG ADAPTER	6	18	\$32.00	\$192.00
60946	15' UPRIGHT(ALUM)W/CAP-5"OD	1	43	\$405.00	\$405.00
60948	11' UPRIGHT(ALUM)W/CAP-5"OD	2	64	\$306.00	\$612.00
60954	MAXCLIMB FIN-ATIC	1	325	\$3,494.00	\$3,494.00
61045	5'4" SINGLE VELOCITY SLIDE	1	187	\$1,596.00	\$1,596.00
61054	4' DOUBLE VELOCITY SLIDE	1	224	\$1,631.00	\$1,631.00
61055	BENCH SEAT	1	27	\$356.00	\$356.00
61117	RETURN STEP	1	83	\$485.00	\$485.00
61124	TRI TRANSFER W/HAND 4'-0"	1	416	\$2,271.00	\$2,271.00
61142	ENHANCED BARRIER PANEL	1	42	\$515.00	\$515.00
61227	Enhanced Barrier w/ Rain Wheel - SM	1	53	\$706.00	\$706.00
61244	Drum Line	1	53	\$886.00	\$886.00
61341	DUELING LANDSLIDE ENTRANCE	1	580	\$2,235.00	\$2,235.00
61387	TELESCOPE PANEL	1	52	\$732.00	\$732.00
61416	TREE STUMP CLIMBER	1	338	\$2,178.00	\$2,178.00
67564	5"OD ARCH SWING-2 SEAT	1	490	\$1,863.00	\$1,863.00
67565	5"OD ARCH SWING A-A-B	1	296	\$1,124.00	\$1,124.00
67592	ENCL TOT SEAT 5"OD	2	44	\$270.00	\$540.00
67598	BELT SEAT PKG 5"OD	2	34	\$208.00	\$416.00

Total Weight: 4833

SubTotal: \$33,304.00

Freight: \$3,436.76

Total Amount: \$36,740.76

THIS QUOTATION IS SUBJECT TO POLICES IN THE CURRENT PLAY & PARK STRUCTURES CATALOG AND THE FOLLOWING TERMS AND CONDITIONS. OUR QUOTATION IS BASED ON SHIPMENT OF ALL ITEMS AT ONE TIME TO A SINGLE DESTINATION, UNLESS NOTED, AND CHANGES ARE SUBJECT TO PRICE ADJUSTMENT. PURCHASES IN EXCESS OF \$1,000.00 TO BE SUPPORTED BY YOUR WRITTEN PURCHASE ORDER MADE OUT TO PLAY & PARK STRUCTURES, C/O Clearwater Recreation.

Pricing: f.o.b. factory, firm for 30 days from date of quotation.

Shipment: order shall ship within 30-45 days after Play & Park Structures's receipt and acceptance of your purchase order, color selections, approved submittals, and receipt of deposit, if required.

Freight charges: Prepaid & added

Installation: shall be by a Certified Play & Park Structures Installer. Customer shall be responsible for scheduling coordination and site preparation. Site should be level and permit installation equipment access. Purchaser shall be responsible for unknown conditions such as buried utilities, tree stumps, bedrock or any concealed materials or conditions that may result in additional labor or material costs.

Submittals: our design proposal reflects the spirit and intent of the project plans and specifications. While some variations may exist between our quotation and the project design, the differences do not materially affect the intended use. Play & Park Structures designs and specifications are unique and not intended to be identical in all respects to other manufacturers. We shall submit for review and approval by the owner's representative detailed drawings depicting the equipment to be furnished accompanied by specifications describing materials. Once approved, these drawings and specifications shall constitute the final documents for the project and shall take precedence over all other requirements.

Exclusions: unless specifically included, this quotation excludes all site work and landscaping; removal of existing equipment; acceptance of

City Park
North Mankato, MN.

669-64591

**CLEARWATER
RECREATION, LLC**

329 East Lake Street, Wisconsin, MN 55387
Toll Free: 866-654-1990
Phone: 952-442-1920
Fax: 952-442-4439
E-mail: clearwaterrecreation.com
www.clearwaterrecreation.com



**play&park
structures**
A PLAYCORE Company

1.800.727.1907
www.playandpark.com

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 12H	Department: Admin.	Council Meeting Date: 04/16/12																																																					
TITLE OF ISSUE: Schools and Conferences																																																							
BACKGROUND AND SUPPLEMENTAL INFORMATION: For items 1-3 we are requesting actual and necessary expenses for the listed employees to attend the schools and conferences listed. No out-of-state travel is involved.																																																							
<i>If additional space is required, attach a separate sheet</i>																																																							
REQUESTED COUNCIL ACTION: Approve actual and necessary expenses																																																							
For Clerk's Use: Motion By: _____ Second By: _____ <table style="width: 100%; border: none;"> <tr> <td style="width: 15%;">Vote Record:</td> <td style="width: 10%; text-align: center;">Aye</td> <td style="width: 10%; text-align: center;">Nay</td> <td></td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Schindle</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Vote Record:	Aye	Nay			_____	_____	Freyberg		_____	_____	Steiner		_____	_____	Norland		_____	_____	Schindle		_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td colspan="2" style="text-align: center;">Other (specify)</td> <td colspan="3" style="text-align: center;">Travel & Training Requests</td> </tr> <tr><td colspan="5">_____</td></tr> <tr><td colspan="5">_____</td></tr> <tr><td colspan="5">_____</td></tr> </table>	Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other (specify)		Travel & Training Requests			_____					_____					_____				
Vote Record:	Aye	Nay																																																					
	_____	_____	Freyberg																																																				
	_____	_____	Steiner																																																				
	_____	_____	Norland																																																				
	_____	_____	Schindle																																																				
	_____	_____	Dehen																																																				
Resolution	Ordinance	Contract	Minutes	Map																																																			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																																																			
Other (specify)		Travel & Training Requests																																																					

<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: _____																																																						



Date: 4/3/12

CITY OF NORTH MANKATO
Training and Travel Request

Department: FINANCE

Names: PAARA THORNE

Number of Personnel Attending: 1

Event: LEAGUE of MN Cities 2012 Safety & Loss Workshop

Dates: 04/24/12

Location: ROCHESTER, MN

Required Training for Certification/License: ____ Yes ☒ No

What Certification/License is this training required for? _____

Description: Small Cities Administrative / Agents ^{1/2} Track ^{1/2}

2012 Safety & Loss Control Workshops



The most affordable real-world training for city staff is coming to a location near you!

Locations and dates:

March 27—Bemidji
Sanford Center

March 28—Fergus Falls
Bigwood Event Center

April 3—Springfield
Springfield Area Event Center

April 4—Willmar
Holiday Inn & Conference Center

April 11—Brooklyn Park
Brooklyn Park Community Center

April 17—St. Paul
U of M Continuing Ed & Conference Center

April 19—Biwabik
Lodge at Giant's Ridge

April 24—Rochester
Rochester Civic Center

April 26—St. Cloud
River's Edge Convention Center

Register today at:
www.lmc.org/LCW12

Questions: Call Jamie Oxley at (651) 281-1250/
or (800) 925-1122 or e-mail: joxley@lmc.org

**ONLY
\$20**

**Lunch &
materials
included.**





2012 Safety & Loss Control Workshops

Morning Agenda

SMALL CITIES TRACK

8:30 – 9:30

Employee Investigation and Termination— A Flow Chart Approach

The decision to terminate an employee is a significant one that includes many critical considerations. In this session, walk through two termination case studies that use flow charts to review key questions when considering an employee termination. [HR]

9:45 – 10:45

Taking the Mystery Out of Findings of Fact

Findings of fact are a crucial part of land use decisions, and acting without a clue can be treacherous. Take the mystery out of findings of fact by exploring the what, why, and how of finding facts to make decisions. [EO]

10:45 – 11:30

Coping with Challenging Personalities

Nearly everyone has worked with a challenging personality type. This session will provide you with some basic ideas about how to manage your own response to difficult personalities in order to keep your productivity up and your stress levels down. [HR] [EO]

11:30 – 12:15

45 Minute Lunch (Included)

POLICE TRACK

Training Safety Officer— The Control Tower for Police Injury Reduction

Identify ways to reduce police training injuries and increase safety to active police training, including Use of Force. Learn the concept of the Training Safety Officer program and how to implement the program in your police training. [EO]

Police Injury Management: How Can You Help?

Statewide, municipal police officers' workers' compensation claims and costs are high. Discuss injury trends, what to do after an injury, and accident investigations. Learn what other departments are doing to help reduce these injuries. [HR]

Off-the Cuff: When Can You Handcuff?

Law allows an officer to detain a suspect and conduct a brief investigation upon reasonable suspicion of criminal activity—but detention cannot be excessively intrusive. Learn when an officer may handcuff a suspect during detention, and apply new appellate case law to real-life scenarios.

45 Minute Lunch (Included)

PUBLIC WORKS TRACK

"Dirty Jobs"— Using Ergonomics to Clean Them Up!

Avoiding ergonomic risk factors—like excessive force, repetition, contact pressure, awkward posture, and vibration—can reduce employee exposure to sprain and strain injuries. Discuss innovative tools, equipment, and procedural improvements that minimize ergonomic risk factors. Share your improvements and problem areas.

Cooler Heads Prevail— How to *Chill* a Hot-Tempered Citizen

This interactive session provides tips and pointers to help when confronted by an angry or upset citizen. Break-out groups will discuss several scenarios to help you create your own mental game-plan for handling angry or difficult citizens while in the course of your duties. [EO]

In the Driver's Seat— Beating Driver Fatigue

Driver fatigue is defined as a physical or mental condition that affects driving ability and judgment. It is a dangerous road condition, often leading to fatal crashes. Learn how driver fatigue affects snowplow operators and how to prevent its potentially deadly consequences.

45 Minute Lunch (Included)

Register today at:
www.lmc.org/LCW12

Questions: Call Jamie Oxley at (651) 281-1250/
 or (800) 925-1122 or e-mail: joxley@lmc.org

Afternoon Agenda

[EO] = Suggested for elected officials

[HR] = Suggested for human resources staff

ADMINISTRATIVE TRACK

12:15 - 1:15

Do Process Due Process

Discuss the importance of providing due process (notice and opportunity for hearing, unbiased decision-makers, fair hearing) in numerous city contexts including land use, code enforcement, dangerous dogs, employment, licensing, and utility shut-offs. [EO]

POLICE TRACK

De-escalation Tactics for Veterans in Crisis

Be equipped with awareness of—and tactics for—encountering crisis situations resulting from veteran reintegration. Receive an overview of wartime stressors and stress-related disorders for returning veterans. Learn tactics used successfully when dealing with veterans (and other citizens) in crisis through videos.

AGENTS TRACK

Cyber & Data Privacy Risks— LMCIT Coverage and Loss Control Recommendations

Discuss new coverage language and information related to loss control, including a checklist. [EO]

1:15 - 1:45

OSHA Primer for Minnesota Cities: Making Safety a Choice Not Chance

Discuss the six things every city must do to have an effective safety program. Also, learn the top five OSHA citations for cities, as well as which types of employees are getting injured and how. Discover the difference between OSHA Consultation Services and Enforcement. [HR] [EO]

De-escalation Tactics for Veterans in Crisis continued...

ABOUT THE SPEAKERS: This workshop will be facilitated by representatives from Upper Midwest Community Policing Institute (UMCPI), a Minnesota non-profit organization that offers comprehensive consulting services and customized training. UMCPI is an industry leader with the background, experience, expertise, and commitment to deliver high quality, professional services through a team of experienced law enforcement professionals.

Coverage Changes and Other LMCIT Updates

Review LMCIT updates and changes for 2011-12, including: coverage changes, changes to the appraisal program, and an update on the new liability rating program. Briefly revisit the sewer backup liability and land use incentive programs. [EO]

2:00 - 2:30

Equal Access to City Activities and Services— Update on New ADA Regulations

Discuss important changes to federal regulations, including new accessible design standards for public recreational facilities like swimming pools, playgrounds, and golf courses. Learn where and how service animals must be allowed, and where wheelchairs and scooters must be permitted. [EO]

De-escalation Tactics for Veterans in Crisis continued...

Volunteers and Special Events

Discuss LMCIT liability and workers' compensation coverage for volunteers, as well as LMCIT liability coverage for special events, including coverage for volunteers working at special events. [HR]

2:30 - 3:30

Handling Employee Medical Issues

A panel discussion regarding the legal and practical implications of the ADA, MHRA, FMLA, Workers' Compensation, and other statutes. [HR] [EO]

De-escalation Tactics for Veterans in Crisis continued...

Managing Risks in City Contracts

Learn about properly allocating risk in city contracts. Examine and revise actual contract provisions. Review some of the most common problems in contracts, and how you can help the city meet its contractual requirements. [EO]



Date: 4/11/12

CITY OF NORTH MANKATO
Training and Travel Request

Department: Mayor

Names: Mark Dehen

Number of Personnel Attending: 1

Event: Greater Mankato Talent Symposium

Dates: May 2, 2012

Location: Mankato

Required Training for Certification/License: Yes X No

What Certification/License is this training required for? _____

Description: _____



You're invited to attend the.... Greater Mankato Talent Symposium

When: May 2 from 8:00 am - 1:30 pm

Where: Verizon Wireless Center, 1 Civic Center Plaza, Mankato

Who: Business, Education and Government Leaders, Human Resource Directors, Students and Workforce/Career Counselors

What: Help Our Region Capitalize on Talent

- match our talent to our current and future business needs
- develop and/or attract talent in areas where we have a shortage
- attract businesses in areas where we have a surplus of talent
- hear the results from the Greater Mankato Talent Supply & Demand Study
- review employer survey data that identifies area jobs that need talented workers today and in the future
- review college graduation data from 2007-2011 from our 5 area colleges and universities: Bethany Lutheran College, Gustavus Adolphus College, Minnesota State University, Mankato, Rasmussen College, South Central College
- analyze the anticipated employer demand against our talent supply to identify our opportunities for increased business and talent development

How : Sign-up today at: greatermankato.com/gmg-events.php

\$30 - Business, Education, Community and Government Reps

\$15 - Students

*Registration fee includes coffee, lunch and materials

"Having the right talent for our current and future jobs is the key business and economic development issue going forward. Greater Mankato is well positioned to develop, attract and retain talent and fuel future business growth but we must be strategic, data-driven and deliberate if we wish to build on such a competitive edge," Jonathan Zierdt, President & CEO of *Greater Mankato Growth, Inc.*

Brought to you by:





Date: 4-8-12

CITY OF NORTH MANKATO
Training and Travel Request

Department: POLICE DEPARTMENT

Names: ANDREAS PAULSON

Number of Personnel Attending: 1

Event: STRATEGIES FOR THE RECORDED INTERVIEW

Dates: SEPTEMBER 28 2012

Location: ST LOUIS PARK POLICE DEPARTMENT

Required Training for Certification/License: ☒ Yes ☐ No

What Certification/License is this training required for? POST LICENSE

Description: THIS COURSE WOULD BUILD ON MY
EXISTING INTERVIEW SKILLS.



Minnesota Police Training

A.T.O.M. - ASSOCIATION OF TRAINING OFFICERS OF MINNESOTA

SINCE 1974

- [Home](#)
- [Training Calendar](#)
- [Board of Directors](#)
- [Hall of Fame](#)
- [Membership](#)
- [Focus Areas](#)
- [Links](#)

Strategies for the Recorded Interview – 1 Day

September 28, 2012 8-5pm

Instructor: Neil Nelson

Location: St. Louis Park Police Dept.

Cost: \$125/ Member and \$150/Non Member

Course Overview:

This course begins with a review of interview basics and introduces you to the RIP (Rapport, Investment, Partnership) Technique of interviewing. This course builds on your existing interview skills and can be adapted to fit your personal interview style.

As investigators, you work with only three kinds of evidence to solve crimes

1. **Physical evidence** – such as the assault weapon, a victim's injuries
2. **Witness evidence** – such as a neighbor saying "I saw the guy in the red jacket grab the little boy and shake him"
3. **Statement evidence** – the suspect's statement, such as "I did it because..."

Evidence (particularly physical evidence) can be equally powerful whether it is consistent or inconsistent with the rest of the case. However, the most crucial of these three methods is statement evidence.

Click below to register for all all classes [2012 Online Registration \(LINK\)](#)

Click on FOCUS areas to view classes offered...

- [Professional Development](#)
- [Use of Force](#)
- [Hostage Negotiation](#)
- [Field Training](#)
- [Personal Development](#)

CONTACT US!

info@mnpolice training.org



1-866-862-2562 • 1-952-922-2324

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 13A	Department: City Clerk	Council Meeting Date: 04/16/12																																																
TITLE OF ISSUE: Application for Soft Drink and Cigarette Licenses for Staples Enterprises, Inc. d/b/a Express Way, 238 Belgrade Avenue																																																		
BACKGROUND AND SUPPLEMENTAL INFORMATION: Attached are the soft drink and cigarette license applications for Staples Enterprises, Inc. d/b/a Express Way located at 238 Belgrade Avenue. Express Way plans to open on or about May 1, 2012. All paperwork and insurance is in order.																																																		
<i>If additional space is required, attach a separate sheet</i>																																																		
REQUESTED COUNCIL ACTION: Approve licenses																																																		
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Schindle</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Freyberg	_____	_____	Steiner	_____	_____	Norland	_____	_____	Schindle	_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td colspan="2" style="text-align: center;">Other (specify)</td> <td colspan="3" style="text-align: center;">License Applications</td> </tr> <tr><td colspan="5">_____</td></tr> <tr><td colspan="5">_____</td></tr> <tr><td colspan="5">_____</td></tr> </table>		Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other (specify)		License Applications			_____					_____					_____				
Aye	Nay																																																	
_____	_____	Freyberg																																																
_____	_____	Steiner																																																
_____	_____	Norland																																																
_____	_____	Schindle																																																
_____	_____	Dehen																																																
Resolution	Ordinance	Contract	Minutes	Map																																														
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																																														
Other (specify)		License Applications																																																

<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

\$150.00

TYPE OF LICENSE: Cigarette and Soft Drink License Application Fee: \$ 25.00

BUSINESS NAME: STAPLES ENTERPRISES, INC. d/b/a EXPRESSWAY -
BUSINESS ADDRESS: 238 Belgrade Avenue
MINNESOTA TAX I.D. # _____ FEDERAL TAX I.D. # _____

Applicant's Name: BRENT DANIEL STAPLES
(Include full middle name)

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

Applicant's Present Address: 1680 N. BEDDING AVE
WINDOM, MN 56101

Length of time at this address: 5 YEARS

Applicant's Occupation: OWNER / CEO

Applicant's Place of Employment: STAPLES ENTERPRISES, INC.

Length of time so engaged: 14 YRS

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

N/A

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:

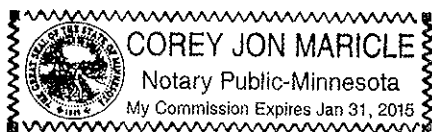
No

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

N/A

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

Date of Birth

4/6/12

Date of Signing

Subscribed and sworn to before me this

6TH day of April, 2012.

OFFICE USE If needed:

POLICE approved ____ not approved ____ Date: _____

COUNCIL ACTION approved ____ not approved ____ Date: _____

Application Fee paid on: 4/9/12

License Issued on: _____

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

Following are the license fees for City licenses for the period January 1, 2012, through December 31, 2012. Please complete this form, sign it, and return it 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	\$3,750	\$_____
Sunday On-Sale Liquor	220	\$_____
Off-Sale Intoxicating Liquor	220	\$_____
On-Sale Intoxicating Liquor (Club)	330	\$_____
Wine	275	\$_____
Cabaret (only with on-sale)	375	\$_____
Business Set-Up	330	\$_____
3.2 Beer Off-Sale	35	\$_____
3.2 Beer On-Sale	275	\$_____
Cigarette	150	\$ <u>150.⁰⁰</u>
Soft Drink	25	\$ <u>25.⁰⁰</u>
Mechanical Amusement Device	20/site & 20/each	\$_____
Taxicab	20 /vehicle	\$_____
Mobile Home	60	\$_____
Refuse Hauler	35 /first truck	\$_____
	25 /each addl. truck	\$_____
TOTAL:		\$ <u>175.⁰⁰</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.

Brent Staples
Applicant's Signature

STAPLES ENTERPRISES, INC.
Business Name

Social Security Number
1680 N. REDDING AVE, WINDOM, MN 56101
Applicant's Address
4/6/12
Date

Minnesota Tax I.D. #

Federal Tax I.D. #
238 BELLEAU AVE, NORTH MANKATO, MN 56003
Business Address

License Application to Make Retail Sales of Cigarette and Other Tobacco Products

To be completed by applicant when applying for a license with a city or county.

Applicant's Minnesota tax ID number

1041777

◀ The Minnesota tax ID must be issued in the same legal name of the licensee below.

FOR MUNICIPAL USE ONLY

License number

Period covered

Date of issuance

Cigarettes/tobacco products will be sold (a separate license is required for each location or vending machine):☒ Over counter☐ Through vending machine☐ Both

Licensee's legal name

STAPLES ENTERPRISES INC.

Federal employer ID number (FEIN)

Business trade name (doing business as)

EXPRESSWAY CONVENIENCE STORES

Daytime phone

507-831-4450

Complete address of business location (permit location)

238 BELGRADE AVE

County

NICOLLET

Other phone number

507-920-7118

City

NORTH MANKATO

State

MN

Zip code

56003

Fax number

507-831-4452

Mailing address (if different than business address)

P.O. Box 243

City

WINDOM

State

MN

Zip code

56101

Email address

daricz@staplesoil.com

Type of legal organization (check one):☐ Sole proprietor☐ Partnership☐ Other (describe) _____☒ Minnesota corporation: Enter date of incorporation 1979☐ Out-of-state corporation: State of incorporation _____

Are you registered to do business in Minnesota?

☐ Yes☐ No**Corporate officers or partners** (attach a list if necessary)

Name

BRENT STAPLES

Title

PRESIDENT/CEO

Address

1680 N. REDDING AVE

City

WINDOM

State

MN

Zip code

56101

Name

Title

Address

City

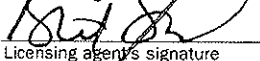
State

Zip code

As a licensed tobacco products or cigarette retailer, I understand that:

1. I can purchase cigarettes only from a Minnesota distributor or subjobber who holds a license with the Minnesota Department of Revenue.
2. I must obtain a tobacco products distributor license if I purchase untaxed tobacco products from an out-of-state company.
3. I may not sell cigarettes affixed with Minnesota Native American stamps unless my retail business is located on a reservation that has a tax agreement with the State of Minnesota.
4. I may not purchase from or exchange cigarettes or tobacco products with another retailer.
5. I must keep complete and legible cigarette and tobacco products invoices on the licensed premises, or make invoices available within one hour of request, for at least one year after the date of the purchase.
6. I know that the Minnesota Department of Revenue and/or law enforcement may conduct cigarette and tobacco inspections of the premises, including inspections of inventory, invoices and licenses, and I understand that a refusal to allow an inspection is grounds for revocation of my license.
7. I know that failure to comply with all requirements can result in criminal penalties, including the loss of cigarettes and tobacco products.

Licensee signature



Title

PRESIDENT/CEO

Print name

BRENT STAPLES

Date

4/6/12

Daytime phone

507-831-4450

Licensing agent's signature

Title

Print name

Date

Daytime phone

License applicant: Submit this form to the licensing authority along with the license application.**Licensing authority:** Mail or fax a copy of approved form to:

Minnesota Revenue, Mail Station 3331, St. Paul, MN 55146-3331. Fax: 651-297-1939

Phone: 651-297-1882. TTY: Call 711 for Minnesota Relay.



Spirit of Cooperation

Two Cities Working Together



City of North Mankato

PROCLAMATION

WHEREAS, biking to work, school, the store, the park, the countryside or around the neighborhood provides many benefits including better health and fitness, reduced health and transportation costs and a cleaner environment; and

WHEREAS, May is bike month in Minnesota and the United States of America; and the cities of North Mankato and Mankato join in recognition; and

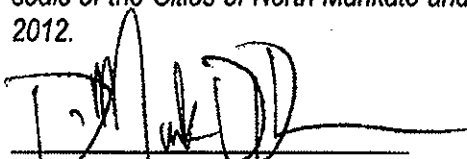
WHEREAS, Greater Mankato Bike and Walk Advocates are organizing rides and events to celebrate Bike Week and encouraging residents to ride their bikes during Bike Week and throughout the year;

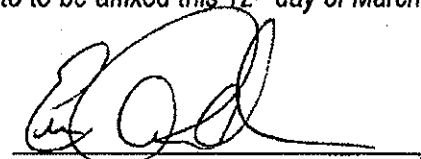
NOW, THEREFORE, We, Mark Dehen, Mayor of North Mankato, and Eric Anderson, Mayor of Mankato, do hereby proclaim May 12-19, 2012 as

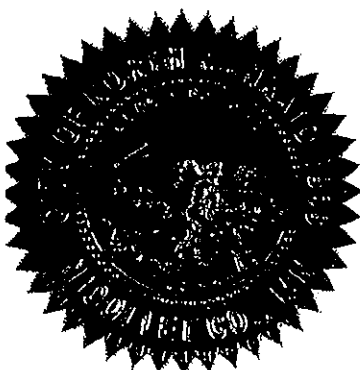
NORTH MANKATO AND MANKATO BIKE WEEK

in North Mankato and Mankato, Minnesota.

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 12th day of March, 2012.


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

Greater Mankato Bike Walk Week, May 12-19, 2012

Brought to You By:

Blue Earth County
Blue Earth County Historical Society
Flying Penguin Outdoor Sports
Greater Mankato Bike and Walk Advocates
Independent School District 77
Key City Bike
City of Mankato
Nicollet Bike Shop
City of North Mankato
Pub 500
Sun Moon Yoga Studios
Tandem Bagels
410 Project

All week

If your bike is parked at a public rack anywhere in Mankato or North Mankato, you might just find a gift or coupon attached to it.

If you are caught walking to work or school, or from the grocery store, you might be stopped and presented with a small gift.

Saturday, May 12

Observe bike rodeos for 3-5th graders at Roosevelt (9:30-11:30 a.m.) and Hoover (1:00-3:00 p.m.) elementary schools. These rodeos are for pre-registered students of these schools only. Rodeos will be offered at all District 77 elementary schools in the fall of 2012 and spring of 2013.

10:00 a.m. – 2:00 p.m. Recycle your old bicycles at Flying Penguin Outdoor Sports (624 North Victory Drive). Bikes will be donated to Key City Bike, a non-profit community space for bicycle recycling, reclamation, and education.

Travel to Nicollet Bike Shop (607 N. Riverfront Drive) on your bicycle, mention BikeWalk Week, and receive 10% off the purchase of accessories.

Sunday, May 13

Bike, walk, or carpool to a religious service.

Take a ride or walk with Mom..... or Dad, or a friend

Monday, May 14

If you are on your way to work or school by bike or on foot, stop by Tandem Bagels (200 East Walnut St.) between 6:30-9:00 a.m. for a free coffee and bagel.

Tuesday, May 15

Stop by Key City Bike (1429 N. Riverfront Drive) between 4:00-8:00 p.m. to check out their supply of second-hand bikes, learn about their mission, and work on your own bike.

7:00 p.m. – Yoga for Bikers – Sun Moon Yoga Studios (625 South Front Street) – Free – Bring your own mat.

Wednesday, May 16

Mayors' Ride – departs Flying Penguin Outdoor Sports at 6:00 p.m. Join North Mankato Mayor Mark Dehen and Mankato Mayor Eric Anderson for an “in-town ride” through portions of both cities. Ride will last about an hour and end at Pub 500 in downtown Mankato.

Ride of Silence to raise awareness, and honor those who have been injured or killed while cycling. Participants are encouraged to wear a red arm band if they or a friend have been injured in an encounter with an automobile; a black arm band if a friend or family member has been killed. Gather at Nicollet Bike Shop (607 N. Riverfront Drive) at 6:30 p.m.; ride begins at 7:00 p.m. This short ride will be on streets in Mankato and North Mankato; ending at Riverfront Park. See www.rideofsilence.org.

Stop by Key City Bike (1429 N. Riverfront Drive) between 4:00-8:00 p.m. to check out their supply of second-hand bikes, learn about their mission, and work on your own bike.

Thursday, May 17

Watch a bike polo match at the hockey rink at the junction of Stolzman Rd. and Pleasant St. Starts between 7:00-8:00 p.m. Participate in a “how slow can you go” bike race during intermission.

Stop by Key City Bike (1429 N. Riverfront Drive) between 4:00-8:00 p.m. to check out their supply of second-hand bikes, learn about their mission, and work on your own bike.

Friday, May 18

Bike or Walk to Work Day for City, County, and School District Employees & Volunteers

Meet at Pub 500 at 5:30 p.m. to celebrate BikeWalkWeek. Choose between a leisurely group walk or bike ride lasting about an hour. Hors d'oeuvres will be available afterwards for \$5/person. Door prizes. **Helmets required for bikers;** optional for walkers.

Saturday, May 19

10:00 a.m. – 12:00 p.m. Red Jacket Trestle Reopening Celebration. Bike, walk, or carpool out to Red Jacket Park to help celebrate the reopening of the trestle bridge this past fall. The trestle bridge was seriously damaged, and subsequently closed, in a fall 2010 flooding event. It was repaired and reopened thanks to the hard work of Blue Earth County staff and elected officials, some of whom will be on hand. Refreshments and displays.

Rain date for Bike Rodeos

Bonus Event (May 26-June 3)

410 Project and Key City Bike present Wheel Works: Bicycle Inspired Art Exhibition and Awareness Event

Opening Reception @ 410 Project May 26th 5-9pm

All ages family friendly event

523 South Front St. Mankato, MN 56001

www.the410project.com

www.keycitybike.org

CLAIM REPORT
FOR REGULAR COUNCIL MEETING OF APRIL 16, 2012

71654	Affinity Plus Fed Credit Union	employee payroll deductions	\$192.62
71655	Davidson, Dan	buy funds-Task Force	\$4,872.89
71656	HickoryTech	telephone & internet bill-All Depts.	\$3,632.15
71657	ICMA Retirement Trust - 457	employee payroll deductions	\$4,403.85
71658	ICMA Retirement Trust - Roth IRA	employee payroll deductions	\$430.77
71659	PowerPlan	equipment parts-Street & Sewer Depts.	\$2,675.59
71660	Verizon Wireless	cell phone bill-Comm Dev, Port Auth & Public Access	\$173.84
71661	Xcel Energy	electric bill-All Depts.	\$9,210.43
71662	Greater Mankato Diversity Council	GMDC luncheon-Mayor	\$35.00
71663	Charter Communications	high speed data service-Pol, Fire, Contingency & P/A	\$442.96
71664	Fastenal Companies	supplies-Street Dept.	\$41.35
71665	AT & T Mobility	cell phone bill-Bookmobile	\$24.18
71666	Cardmember Service	charge card items-All Depts.	\$9,079.07
71667	Petty Cash, Clara Thorne	starting cash funds-Caswell	\$3,120.00
	ADI	key pad-Police Dept.	\$258.82
	Alexandria Fire Conference Fund	registration fee for conference & school-Fire Dept.	\$900.00
	Ameripride Services	gloves, mats, uniform & towel service-All Depts.	\$641.30
	American Pest Control	professional service-Sanitation	\$69.80
	Angie's Artisan Treats	kettle corn-Comm Dev	\$53.69
	Audio Editions	audio books-Library	\$421.12
	Automatic Systems Company	meter & installation for water by-pass-Cap Fac Water	\$7,277.55
	Baker & Taylor	books-Library & Bookmobile	\$71.02
	Blue Earth County	salary-Task Force	\$16,437.17
	Boening Brothers Construction Service	demolition 315 Range Street-Comm Dev	\$8,178.80
	Bound Tree	supplies-Police Dept.	\$96.44
	Boyer Trucks	equipment parts-Street & Sewer Depts.	\$465.24
	Brock White	crack sealing material-Street Dept.	\$7,059.69
	Bureau of Criminal Apprehension	1st quarter billing CJDN-Police Dept.	\$270.00
	Carquest Auto Parts	equipment parts & supplies-All Depts.	\$561.64
	Catco Parts Service	equipment parts & supplies-Street & Sanitation	\$69.49
	CDW Government	production equipment-Public Access Equip Replace	\$544.15
	City of Mankato	water bill-Public Access	\$15.26
	Coca-Cola Refreshments	pop-Unallocated	\$219.84
	Computer Technology Solutions	equip parts & supplies-Pol, Wtr, Sewer, Sanit & T/F	\$555.59

CLAIMS CONTINUED

Corporate Graphics Commercial	maps-Comm Dev	\$635.66
Cross Country Underground, Inc.	install pipe for volleyball court lighting-Sales Tax	\$955.50
Crysteel Truck Equipment	equipment part-Street Dept.	\$478.80
Cushman Motor Co., Inc.	equipment parts-Caswell	\$23.27
Davidson, Dan	supplies & travel expenses-Task Force	\$163.68
DEMCO, Inc.	supplies-Library	\$641.48
EBSCO Information Service	magazine subscriptions-Library & Bookmobile	\$3,268.53
Emergency Apparatus Maintenance	annual pumping test-Fire Dept.	\$661.80
Express Services, Inc.	temporary crossing guards-Police Dept.	\$342.91
Fastenal Companies	supplies-Park & Capital Facilities Water	\$74.96
Ferguson Enterprises	plumbing supplies-Local Option Sales Tax & Sanit	\$718.50
Ferrellgas	LP gas, equipment rental & parts-Str, Wtr, Swr & Sanit	\$805.19
Flags USA, Inc.	flags-Mun Bldg	\$503.00
Free Press	ad-Comm Dev	\$20.08
G & H Ready Mix	concrete to fix catch basins-Storm Water	\$412.32
G & L Auto Supply	equipment parts & supplies-All Depts.	\$1,092.73
Gale Group	books-Bookmobile	\$198.42
Gopher State One-Call	one-call locates-Inspection	\$163.00
Hansen Sanitation	refuse pickup-Street, Park, Sanitation & Public Access	\$276.12
Hasler, Inc.	postage meter rental-Water & Sewer Depts.	\$307.63
Hawkins, Inc.	chemicals-Water Dept.	\$2,870.15
Ingram Library Services	books-Library & Bookmobile	\$1,666.07
Intech	contract support-Police Dept.	\$4,795.00
JT Services	equipment parts-Street Lighting	\$810.34
Jeane Thorne, Inc.	professional service-Task Force	\$1,631.00
Judd, John	supplies-Task Force	\$655.80
Keller, J.J. & Associates, Inc.	drug testing-All Depts.	\$221.60
Kennedy & Kennedy Law Office	legal services-Attorney	\$8,538.77
Kwik Trip, Inc.	unleaded & diesel fuel-All Depts.	\$28,072.00
LJP Enterprises of St. Peter	wire baling & gaylords-Sanitation	\$110.00
LJP Waste & Recycle	transportation charges-Sanitation	\$599.40
Lager's of Mankato, Inc.	equipment parts-Inspection, Street & Water Depts.	\$763.77
Lakes Gas Company	equipment repair-Police Dept.	\$25.00
Larkstur Engineering & Supply, Inc.	equipment parts-Street & Sewer Depts.	\$48.37
Lawson Products, Inc.	supplies-Shop & Comm Dev	\$695.57
League of Minnesota Cities	registration fee for workshop-Finance	\$20.00
League of Minnesota Cities	insurance deductible-Sanitation	\$1,382.30
Loe's Oil Company	disposal of oil filters-Shop	\$30.00
Mac Tool Distributor	supply-Shop	\$14.81
Mac Queen Equipment, Inc.	equipment parts & brooms for street sweeper-Street	\$2,954.63

CLAIMS CONTINUED

Mankato Bearing Company	equipment parts-Sewer Dept.	\$242.49
Mankato Ford, Inc.	equipment parts-Mun Bldg, Police & Street Depts.	\$662.28
Mankato Motor Company	equipment parts-Park Dept.	\$244.45
Mankato Oil & Tire Company	equipment parts-Task Force	\$87.82
Matheson Tri-Gas, Inc.	welding supplies-Shop	\$102.60
Mayo Clinic Health System	physicals-Fire Dept.	\$4,909.00
Metro Sales, Inc.	copier maintenance-Mun Bldg	\$169.00
McGowan Water Conditioning	salt for softener-Mun Bldg	\$41.23
Menards-Mankato	supplies for batting cage project-Sales Tax	\$75.38
Minnesota Iron & Metal	building materials & equip parts-Sales Tax & Sanit	\$2,212.37
Minnesota Pipe & Equipment	water meters & materials water by-pass-Cap Fac & Wtr	\$2,744.69
Minnesota UI Fund	1st quarter unemployment benefits-Caswell	\$1.30
Minnesota Valley Testing Lab	water testing-Water Dept.	\$158.75
Minnesota Waste Processing Co.	processing fees, appliance & electronic recycling	\$20,443.66
Misgen Auto Parts, Inc.	equipment parts-Street Dept.	\$13.89
Moss & Barnett	legal services-Public Access	\$6,964.08
MTI Distributing, Inc.	equipment parts-Park Dept.	\$954.09
Mutch Northside Hardware	supplies-All Depts.	\$591.27
Nachreiner, Jeremy	travel expense-Task Force	\$15.01
Neenah Foundry	supplies-Street Dept.	\$1,144.62
Newman Signs	signs-Park Dept.	\$77.24
Nicollet County Recorder/Abstracter	recording fees-Port Authority	\$92.00
North Central International	equipment parts-Inspection & Street Depts.	\$470.07
Northern States Supply, Inc.	supplies-Shop	\$48.56
Nuss Truck & Equipment	painting of street vehicle-Equipment Certificates	\$5,057.16
OverDrive, Inc.	downloadable audio books & ebooks-Library	\$1,186.84
Paragon	swim tickets-Swim Facility	\$234.51
Pepsi-Cola of Mankato, Inc.	pop-Unallocated	\$91.50
Petty Cash, Clara Thorne	petty cash items-All Depts.	\$106.31
Pioneerland Library System	replace lost DVD-Library	\$38.00
Quality Overhead Door Co., Inc.	overhead door repair-Shop	\$14.11
Quest Diagnostics	drug screens-Fire Dept.	\$124.50
Radio Mankato	ad-2011 Construction	\$630.00
Ramy Turf Products	grass seed-Street Dept.	\$135.73
Reliance Electric of Southern Minn.	equipment parts-Water Dept.	\$50.00
River Bend Business Products	copier maintenance-Mun Bldg, Police & Library	\$406.26
Schwickerts	service air conditioning & crane rental-Pol & Sales Tax	\$599.50
Sherwin-Williams Company	paint-Water Dept.	\$190.62
South Central College	1st responder refresher course-Police Dept.	\$2,067.72
South Central Glass	supply-Library	\$124.44

CLAIMS CONTINUED

Staples Advantage	office furniture & supplies-All Depts.	\$6,780.00
Star Tribune	renew subscription-Admin	\$296.40
Tire Associates	tires & tire repairs-Police, Street, Park & Bookmobile	\$4,658.93
Toppers Plus, Inc.	curb guards for snowplow-Equipment Certificates	\$145.35
Tri-County Communications	radio repairs-Shop	\$93.75
Uniforms Unlimited	clothing & patches-Police Dept.	\$399.42
United Rentals	equip rental & supplies-Street, Park, Water & Sales Tax	\$587.24
US Postal Service	postage-All Depts.	\$3,000.00
Upstart	supplies-Library	\$48.75
Verizon Wireless	cell phone & internet bill-All Depts.	\$1,027.06
Viking Fire & Safety	service fire extinguishers-Shop	\$81.63
Viking Electric Supply	electrical supplies-Local Option Sales Tax	\$1,054.16
Wells Concrete Products	concrete-Water Dept.	\$575.26
Werner Electric Supply	electrical supplies for volleyball court lights-Sales Tax	\$724.52
Your #1 Auto	equipment parts-Task Force	\$158.78
Zarnoth Brush Works	brooms for street sweeper-Street Dept.	<u>\$940.60</u>
Total		<u><u>\$224,244.37</u></u>

CLAIMS CONTINUED

General	\$90,852.16
Library	\$11,126.83
Bookmobile	\$4,074.45
Community Development	\$9,412.47
Local Option Sales Tax	\$3,163.98
Contingency	\$128.99
Port Authority	\$902.86
Capital Facilities & Equipment Replacement-General	\$5,826.92
Capital Facilities & Equipment Replacement-Water	\$9,396.60
Equipment Certificates	\$5,202.51
Local Option Sales Tax Construction	\$2,937.83
2011 Construction	\$1,223.78
Water	\$13,769.18
Sewer	\$5,808.01
Sanitary Collection	\$24,794.84
Storm Water	\$1,328.35
Public Access	\$8,757.32
Public Access Equipment Replacement	\$544.15
Minnesota River Valley Drug Task Force	<u>\$24,993.14</u>
Total	<u><u>\$224,244.37</u></u>

PORT AUTHORITY INVOICES
FOR REGULAR COUNCIL MEETING OF APRIL 16, 2012

Verizon Wireless	cell phone bill-Port Authority	\$54.86
Cardmember Service	charge card item-Port Authority	\$48.00
Kennedy & Kennedy Law Office	legal services-Port Authority	\$708.00
Nicollet County Recorder/Abstracter	recording fees-Port Authority	<u>\$92.00</u>
Total		<u><u>\$902.86</u></u>

List of Port Authority Bills in the Amount of \$902.86

Council Meeting of April 16, 2012

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 \$224,244.37

Council Meeting of April 16, 2012

Mayor Mark Dehen

Council Member Bill Schindle

Council Member Diane Norland

Council Member William Steiner

Council Member Robert Freyberg