

Pursuant to due call and notice thereof, a Council Workshop of the North Mankato City Council was held in the Council Chambers of the Municipal Building on December 3, 2012. Mayor Dehen called the meeting to order at 6 p.m. The following were present for the meeting: Mayor Dehen, Council Members Freyberg, Steiner, Norland and Schindle, Interim Administrator Fischer, Engineer Malm, Finance Director Thorne and City Clerk Gehrke.

Review of Proposed 2013 Budget

The Finance Director presented a recap of the Levy Worksheet showing those items requested by departments and Council. The base levy is \$5,383,784 for 2013 for items considered necessary and critical including the health care insurance increase and the salary increases, but does not include replacement of the Construction Inspector. Also included in the base levy is the debt service for the Cliff Court and Roe Crest/Noretta Drive/Belgrade Hill improvements. She reported the equipment certificates do not have a levy impact in 2013 since bonds will not be sold until later in 2013. The potential levy impact for joining Greater Mankato Growth (GMG) is approximately 0.57%; however this amount will come from the Community Development Fund balance in 2013. These adjustments would reduce the preliminary tax levy from 7.00 percent to 4.50 percent.

Finance Director Thorne presented the projected debt service schedule information for both the Cliff Court Project and the Roe Crest/Noretta Drive/Belgrade Hill Project. Discussion was held regarding the assessment policy for improvement projects. Engineer Malm reported that he researched the most previous improvement project the City completed and assessment was based on footage of the property with a maximum for each lot assessed of \$4,500. The Council discussed the Cliff Court and Roe Crest/Noretta Drive/Old Belgrade Hill projects and indicated they were comfortable with doing both projects in 2013.

Finance Director Thorne presented the list of proposed items for a 2013 Equipment Certificate in the total amount of \$719,095 which includes the 2012 equipment authorized and proposed 2013 equipment. Council Member Schindle stated the Council should take a hard look at the bookmobile since Blue Earth County has eliminated funding and Nicollet County has cut funding for the bookmobile. He stated the bookmobile librarian could be moved into the library. He also stated that most senior facilities have libraries. Council Member Freyberg suggested taking a year off of bookmobile services and doing a needs assessment. He also noted that his grandchildren have all their books on a laptop computer and don't go to the library at school. Mayor Dehen instructed the Finance Director to move the bookmobile to 2014 on the Capital Improvement Plan and remove one-half of the bookmobile maintenance budget which is \$4,000. The Finance Director calculated this would reduce the proposed levy from 4.50 percent to 4.42 percent.

The Finance Director presented a recap of the Community Development Fund. Mayor Dehen spoke about the Greater Mankato Growth Regional Economic Development Agreement and the GIS system which would market the North Mankato properties available for development nation-wide. Council Member Steiner stated he is not in favor of becoming a partner with GMG. The Mayor reported the agreement calls for a three-year commitment with a 90-day notice to withdraw.

Council Member Schindle requested a breakdown of the miscellaneous line in the Community Development Fund. The Finance Director will provide this breakdown to the Council.

Financial Management/Utility Billing Software

Denny Kemp, IT Director, appeared before the Council and reported that information was received from the City's Financial Management/Utility Billing Software provider that they may be unable to support our version of that product within their operation. He reported of the many thousand of customers in this system, only a handful are currently using this system because most have migrated to an updated version. Mr. Kemp presented an estimated cost of replacement based on technologies of delivery available by our current provider and typically available for organizations of our size. He reported there are two types of services available: hosted service and owned service. The estimated total cost of ownership for the hosted service for a five-year period is \$264,000 and the total cost of ownership for the owned service for a five-year period is \$283,000. He reported that since North Mankato water meters are manually read by the residents, some special programming would be needed. In summary, Mr. Kemp reported he is not recommending a specific product but is providing a cost estimate for budgetary purposes. After some discussion, the Council requested the Finance Director add \$200,000 to the 2013 Equipment Certificates to provide for the update of the Financial Management/Utility Billing Software.

Other

In response to a question from Council Member Norland regarding the rate study for utilities, Finance Director Thorne reported that a debt service study was currently being conducted and the debt service study will be incorporated into the rate study.

There being no further business, the Council workshop was adjourned at 6:50 p.m.

Mayor

City Clerk

Pursuant to due call and notice thereof, a regular meeting of the North Mankato City Council was held in the Municipal Building Council Chambers on December 3, 2012. Mayor Dehen called the meeting to order at 7:00 p.m. asking that everyone join in the Pledge of Allegiance. The following were present for the meeting, Mayor Dehen, Council Members Freyberg, Steiner, Norland and Schindle, Interim Administrator Fischer, City Clerk Gehrke, Finance Director Thorne, Engineer Malm and Attorney Kennedy.

Approval of Agenda

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

Approval of Minutes

Council Member Steiner moved, seconded by Council Member Norland, to approve the minutes of the Joint Council/Port Authority Workshop of November 15, 2012 and the Council meeting of November 19, 2012. Vote on the motion: Steiner, Norland, Schindle and Dehen, aye; Freyberg abstained; no nays. Motion carried.

Correspondence**Thank-You Letter from River Meadows Community Garden**

The Mayor read a letter from Lynn Solo, Garden Manager for River Meadows Community Garden, thanking the City of North Mankato for its continued support of their efforts. Ms. Solo gave a special thank you to Todd Metter, Park Superintendent, and Brad Swanson, Street Superintendent, for their assistance in delivering leaves, woodchip mulch and the port-a-potty.

Presentation of “Key to the City” – Tyler Stoffel, Handball Champion

The Mayor read a Certificate of Recognition and presented a “Key to the City” to Tyler Stoffel, handball champion.

Joint Economic Development Services Agreement

Jonathan Zierdt, President and CEO of Greater Mankato Growth, appeared before the Council and gave background information regarding the proposed Regional Economic Development Services Agreement. He stated that 3-1/2 years ago GMG formalized the Joint Services Agreement that serves as the guiding document for what today is known as the Regional Economic Development Alliance (REDAlliance). The current participants in the REDAlliance have expressed their support for this regional approach and approved continuation of the Joint Services Agreement. Mr. Zierdt reported the model is based on trust and engagement of all participants working as partners. He also stated that GMG is in the relationship building business, dedicated to facilitating business development resources and opportunities fostering existing and new business growth in the regional marketplace and is not an advertising agency or marketing firm. Mr. Zierdt referenced the correspondence from Paul Vogel, City of Mankato, which articulated what GMG has done for the City of Mankato.

Also appearing before the Council were Tom Riley, GMG Director of New Business Development, who spoke about the process of retaining businesses and attracting new businesses to the MSA area; and Chad Surprenant, President of I & S Group and a GMG Board Member

since 2007, who spoke of the value of the Cities of Mankato and North Mankato working together.

Mr. Zierdt appeared before the Council a second time and spoke of the web presence, resources and information GMG offers and maintains which he stated was the most complete in the industry. He also spoke of the access the City of North Mankato would have to the online GIS Planning and property listings services used by site selectors and business development specialists across the country. He reported that Minnesota is one of only five states in the nation to implement use of this business development tool.

Council Member Norland stated that she wants absolute assurance that if a business wanted to expand and they came to the City of North Mankato there was not another layer of bureaucracy for them to overcome in order to locate here. Council Member Freyberg stated that business retention is especially important during a recession and that the City of North Mankato staff is unable to accomplish what the GMG staff can do. In response to a question about the Small Business Development Corporation (SBDC), Mr. Zierdt stated GMG is a supporter of the SBDC and provides funding in the amount of \$5,000 to them annually. Council Member Schindle reported he believes this tool will help businesses who don't know about the City of North Mankato to find us. Council Member Steiner stated he appreciates North Mankato's independence. North Mankato has had incredible success with the Port Authority and he likes the work the City Planner has done bringing businesses into North Mankato. Council Member Schindle reported this is a chance to go outside the City of North Mankato and bring people in. The Mayor stated by participating in the Regional Economic Development Alliance GMG staff will keep a list of available properties for development and gives North Mankato the ability to be marketed to a much larger area. Council Member Norland asked why Nicollet County was not participating in the Regional Economic Development Alliance and Mr. Zierdt reported that all economic development done in Nicollet County is within the corporate limits of a city and for that reason they are not participating but are supportive of the efforts.

Public Hearing, 7 p.m. – 2013 Budget

Mayor Dehen opened the public hearing to consider the 2013 Budget. Notice of the public hearing was published in the City's official newspaper. Finance Director Thorne reported this hearing does not address property market values; those were set in January by the County and any questions related to the market value of the property should be addressed to the Nicollet County Assessor's Office. She presented a PowerPoint recap of the 2013 General Fund Budget and compared it to the 2012 Budget. She reported the preliminary levy set in September was a 7.00 percent increase over 2012 and has since been reduced to 4.42 percent by the Council. The final 2012 General Fund Budget is \$5,592,040 and the proposed 2013 General Fund Budget is \$5,828,063. Finance Director Thorne presented information outlining levy calculations, tax capacity rate comparisons, a history of property tax rates for the last ten fiscal years and graphs showing property tax distribution and General Fund expenditures and revenues. The Finance Director reported a 2013 proposed levy of \$5,379,784 compared to a 2012 final levy of \$5,152,123. She presented estimates of the impact to the proposed tax levy increase on homes valued at \$100,000, \$150,000 and \$200,000. Council Member Schindle asked if the employee was moved from the bookmobile to the library, if cost could be saved by eliminating temporary employees. Finance Director Thorne reported that since the library is short-staffed there would likely not be a savings in temporary help; however, this could be reviewed in the 2014 Budget. Council Member Freyberg asked why the firemen's relief fund increased by 50 percent. The

Finance Director reported the fire state aid received and the City contribution is included in the calculation. With no one appearing, the Mayor closed this portion of the meeting.

Open the Meeting to the Public for the First Time**Kim Spears, 916 South Avenue, Council Member Elect**

Kim Spears, 916 South Avenue and Council Member Elect, appeared before the Council and stated he was pleased to hear that prioritization has to occur and with the levy reduction from an increase of 4.5 percent to 4.42 percent but stated prioritization has to occur all year long. We need to work harder not only in our workshops but throughout the year. As an example, he stated temporary help was hired for the leaf pick up because our City employees were working on the soccer fields. He stated that even at 4.42 percent, this is still well above the CPI and we need to look at every opportunity to cut costs.

Bernadette Wilson, Beans Plus Daycare Center, 1754 Commerce Drive

Bernadette Wilson, Beans Plus Daycare Center, 1754 Commerce Drive, appeared before the Council and asked for removal of the tax abatement for the building located at 2101 Rolling Green Lane owned by Theuninck Rolling Green Properties, LLC. She presented a history of the tax abatement for this property which was originally given for the Beans Plus, Inc. Daycare facility.

Barb Church, 102 E. Wheeler Avenue

Barb Church appeared before the Council and requested the names and contact information including the length of terms of the Port Authority Commissioners and Planning Commission. Ms. Church also expressed her support for the City of North Mankato joining the Regional Economic Development Alliance.

Sharon Schaller, Sharon's Craft-N-Floral, 241 Belgrade Avenue

Sharon Schaller, Sharon's Craft-N-Floral, 241 Belgrade Avenue, appeared before the Council and asked them to increase the taxes to pay off the bonds for the Marigold property instead of building the 108-unit apartment complex. She also expressed concern about the drainage in this area.

Consent Agenda

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

1. Res. No. 71-12 Declaring Costs to be Assessed for Municipal Charges – 732 Wall Street.
2. Res. No. 72-12 Declaring Costs to be Assessed for Municipal Charges – 833 Belgrade Avenue.

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

Staff Reports**Interim City Administrator****Set Bid Opening for Materials and Rental Equipment for Year 2013**

Council Member Schindle moved, seconded by Council Member Steiner, to set January 7, 2013 for a bid opening on Materials and Rental Equipment for 2013. Vote on the motion: Freyberg, Steiner, Norland, Schindle and Dehen, aye; no nays. Motion carried.

Set Public Hearing for 7 p.m. on Tuesday, January 22, 2013 for Revision of Code of Ordinances

Interim Administrator Fischer reported amendments are done annually to ensure the City Code is kept current. **Council Member Norland moved, seconded by Council Member Steiner, to set a public hearing for 7 p.m. on Tuesday, January 22, 2013 for Revision of the Code of Ordinances. Vote on the motion: Freyberg, Steiner, Norland, Schindle and Dehen, aye; no nays. Motion carried.**

Renewal of Annual Towing Contract

Interim Administrator Fischer presented a letter from the City of Mankato to All American Towing Company approving the extension of the existing towing contract for one year extending it until November 30, 2013. Based on the Consumer Price Index for the twelve-month period ending September 30th reflecting a 2.1% increase, it is recommended the tow rate be increased from \$54.00 to \$55.25 for 2013 with all other sections of the contract remaining unchanged. **Council Member Norland moved, seconded by Council Member Schindle, to approve the renewal of the annual towing contract at the rate of \$55.25 per tow. Vote on the motion: Freyberg, Steiner, Norland, Schindle and Dehen, aye; no nays. Motion carried.**

Schools and Conferences

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

1. League of MN Cities Newly Elected Officials Leadership Conference, Mankato, January 25-26, for one Council Member.
2. MPCA 39th Annual Collection System Operators Conference, Brooklyn Park, January 23-25, for one Water Serviceman.
3. Bituminous Street Recertification – E-Learning, Online Prior to May 1 for Construction Inspector.
4. Grading & Base Recertification, Rochester, January 29, for Construction Inspector.
5. Concrete Field Recertification ACI, Arden Hills, January 22, for Construction Inspector.

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

City Clerk

License Renewals for 2013

Clerk Gehrke presented a list of the 2013 liquor license renewals for on-sale intoxicating liquor, Sunday liquor, 3.2 on-sale and wine, off-sale intoxicating liquor, club on-sale intoxicating liquor pints-on-premise and off-sale intoxicating (growler). The Police Department recommends approval and issuance of the renewal applications for 2013. All insurance certificates have been received and appropriate fees and property taxes have been paid. The Clerk also presented the 2013 license renewals for soft drink, cigarette, mechanical amusement devices, refuse haulers, mobile home parks, 3.2 non-intoxicating off-sale, cabaret and taxi. All appropriate fees and

insurance certificates have been received and staff recommends approval of all license renewals for 2013. **Council Member Norland moved, seconded by Council Member Schindle, to approve all 2013 liquor and other license renewals and authorize the Mayor and Clerk to sign all licenses. Vote on the motion: Freyberg, Steiner, Norland, Schindle and Dehen, aye; no nays. Motion carried.**

Finance Director

Proposal for Professional Auditing Services

Finance Director Thorne presented a summary and staff's recommendation as a result of the Request for Proposal for Auditing Services (RFP) issued August 21, 2012. She reported a total of six proposals were received which were evaluated according to mandatory elements and technical quality as set forth in the RFP. Council Member Schindle stated that last year he asked that a fresh set of eyes take a look at the City's books and he asked for information that he did not receive. He also stated that he has asked Abdo, Eick & Meyers for a list of suggested written policies the City should have in place and has not received that list. Council Member Freyberg stated he believes the new City Administrator should be part of this selection. He also stated the Comprehensive Annual Financial Report (CAFR) Management Letter states items that should be addressed by staff and these items have not been brought forward to the Council. In response to a question, Finance Director Thorne reported she is happy with the work of Abdo, Eick & Meyers and would be more comfortable staying with them for another year. Mayor Dehen stated the City Administrator finalists all have strong financial qualifications. **Council Member Steiner moved, seconded by Council Member Norland, to award the contract for Professional Auditing Services to Abdo, Eick & Meyers for a one-year period ending December 31, 2013 with the stipulation that Council and the City Administrator are provided with the list of recommended written policies the City needs to establish. Vote on the motion: Freyberg, Steiner, Norland, and Dehen, aye; Schindle nay. Motion carried.**

City Attorney

Attorney Kennedy reported that he provided a written opinion to the Council several months ago regarding the abatement for the property known as 2101 Rolling Green Lane. In summary, he stated the resolution adopted by the Council was for tax abatement for the building at this address, not to an individual. He stated there was no sunset provision provided for in the event of a change in the use of the building. It was therefore his opinion there was no basis to end this abatement.

Report from Council Members

Council Member Schindle

Council Member Schindle requested the Council set a policy that requires information be given to the Council within a reasonable amount of time once it has been requested. He asked that a resolution addressing this issue be an agenda item at the next Council meeting. The Mayor asked Council Member Schindle to craft this resolution or to contact him and they could craft this resolution together.

Council Member Schindle asked that consideration of the variances for the Marigold Project be delayed until the City has received a commitment letter from the bank. Planner Fischer reported that notices have already been sent to the affected property owners regarding the hearing on this variance. Attorney Kennedy stated the Council should be mindful of the 60-day rule whereby the City has 60 days from the date of application to act on a variance request.

Council Member Freyberg

Council Member Freyberg publicly apologized to Port Authority Commissioners Knutson and Arnold relative to the misunderstanding about the cancelation of the Joint Port Authority/Council meeting.

Council Member Freyberg reported 37 applications were received and reviewed for the City Administrator position. Preliminary interviews were conducted and the top four candidates will be interviewed by the Expanded Personnel Committee. A Schedule of Events was presented outlining the timeline for the interview process.

The Mayor reported members of the Expanded Personnel Committee include Interim Administrator Michael Fischer, Mayor Dehen, Council Member Freyberg, citizen member Trudie Gustafson, Bonnie Bennett of Turning Point Management, Inc. and one finance person yet to be selected. He stated that video conferencing may be use for the Expanded Personnel Committee interviews for out-of-state candidates. The Mayor reviewed the outline of the proposed schedule for final interviews.

Set Special Council Meeting

Council Member Steiner moved, seconded by Council Member Freyberg, to set a Special Council meeting for 12 noon on Friday, December 14, 2012 to announce the two finalists for the City Administrator position. Vote on the motion: Freyberg, Steiner, Norland, Schindle and Dehen, aye; no nays. Motion carried.

Approve Schedule for Candidates

Council Member Norland moved, seconded by Council Member Steiner, to approve the schedule for candidate interviews as presented with final interviews with the Council to be held on December 19, 2012. Vote on the motion: Freyberg, Steiner, Norland, Schindle and Dehen, aye; no nays. Motion carried.

Council Member Steiner

Council Member Steiner stated he was surprised to learn the status of the interview process for the City Administrator position by reading the *Free Press* Sunday morning. He stated he would have appreciated notification prior to information going out to the public.

Council Member Norland

Council Member Norland reported the website www.Minnesota.info will be enhanced over the next 3-4 months to provide more information to veterans and their families about transportation. She also reported Community Education and Recreation is offering a very good class for parents, "Ready for Kindergarten" and more information and registration is available at www.mankatocer.com. She reported that anyone interested in foster parenting should contact Alison Troidahl at Community Education and Recreation.

Report from Mayor

The Mayor reported a Legislative Forum will be held at Heritage Hall, South Central College, on Friday, December 7, 2012 to discuss legislative issues.

The Mayor reported that no "Coffee with the Council" is schedule for December 2012. "Coffee with the Council" will resume in January 2013.

Open the Meeting to the Public for the Second Time

Bernadette Wilson, Beans Plus Childcare Center, 1754 Commerce Drive

Bernadette Wilson, Beans Plus Childcare Center, 1754 Commerce Drive, again appeared before the Council and asked that a copy of the City Attorney opinion regarding the abatement for the property addressed as 2101 Rolling Green Lane be forwarded to her. The City Clerk will email a copy of the Attorney's opinion regarding this subject to Ms. Wilson.

Barb Church, 102 E. Wheeler Avenue

Barb Church, 102 E. Wheeler Avenue, appeared before the Council and spoke of the history of some of the projects supported by the Port Authority, the variances necessary for the Marigold Project, the canceled Port Authority/Council Joint meeting and the value in partnering with the Regional Joint Economic Development Alliance.

Phil Henry, 1300 Noretta Drive

Phil Henry, 1300 Noretta Drive, appeared before the Council in support of Bernadette Wilson's request for removal of the tax abatement on the building located on the property addressed as 2101 Rolling Green Lane.

Bills and Appropriations

Council Member Steiner moved, seconded by Council Member Norland, to approve all bills and appropriations in the amounts of \$21,160.94 and \$317,251.79. Vote on the motion: Freyberg, Steiner, Norland, Schindle and Dehen, aye; no nays. Motion carried.

There being no further business, the meeting was adjourned at 9:03 p.m. on a motion by Council Member Steiner, seconded by Council Member Norland. Vote on the motion: Freyberg, Steiner, Norland, Schindle and Dehen, aye; no nays. Motion carried.

Mayor

City Clerk

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 8	Department: Finance	Council Meeting Date: 12/17/2012																												
TITLE OF ISSUE: Public Hearing, 7 p.m. - Five-Year Capital Improvement Plan 2013-2017																														
BACKGROUND AND SUPPLEMENTAL INFORMATION: The Council reviewed the 5-Year Capital Improvement Plan at various budget workshops and this is the public hearing on the proposed plan. Copies of the Plan will be available in the Council Chambers for audience members.																														
<i>If additional space is required, attach a separate sheet</i>																														
REQUESTED COUNCIL ACTION: Adopt Resolution Approving the Plan																														
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 checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) _____ Improvement Plan Public Hearing Notice, Capital _____ _____ _____		Resolution	Ordinance	Contract	Minutes	Map	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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NOTICE OF PUBLIC HEARING ON
5-YEAR CAPITAL IMPROVEMENT PLAN, 2013-2017
CITY OF NORTH MANKATO

NOTICE IS HEREBY GIVEN that the City Council of the City of North Mankato, Minnesota, will meet in the Council Chambers of the Municipal Building, 1001 Belgrade Avenue, North Mankato, Minnesota, at 7 p.m. on the 17th day of December 2012, to hold a public hearing to consider the City's 5-Year Capital Improvement Plan, 2013-2017.

Such persons as desire to be heard with reference to the proposed 5-Year Capital Improvement Plan will be heard at this meeting. A copy of the 5-Year Capital Improvement Plan is available at the North Mankato Taylor Library or by calling 625-4141 or in person at City Hall, 1001 Belgrade Avenue, North Mankato.

Dated this 15th day of October 2012.

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



City of North Mankato

Five-Year Capital
Improvement Plan

Hearing

Monday, December 17, 2012
7:00 P.M.



2013-2017 Capital Improvement Plan for
North Mankato, Minnesota
North Mankato, Minnesota
December 2012

CAPITAL IMPROVEMENT SCHEDULE

DEPARTMENT: Summary by Funding Source

Project or Activity	Total Estimated Cost	Expenditures per Fiscal Year				
		2013	2014	2015	2016	2017
General Fund	190,700	56,000	45,700	31,000	35,000	23,000
Library Fund	20,000	0	5,000	5,000	5,000	5,000
Parkland Fund/Donations	784,000	40,000	461,000	61,000	36,000	186,000
Flood Control Fund	115,000	0	20,000	70,000	25,000	0
Equipment Certificates	2,917,295	806,795	835,500	952,000	177,000	146,000
Special Assessments/ G.O. Improvement Bonds	7,050,000	500,000	1,500,000	1,350,000	1,900,000	1,800,000
Water Fund	230,385	50,000	65,000	34,770	71,770	8,845
Sewer Fund	570,750	26,750	0	152,000	345,000	47,000
Sanitation Fund	75,000	15,000	15,000	15,000	15,000	15,000
Storm Water Fund / City Forces	130,000	0	0	0	115,000	15,000
G.O. CIP Bonds	1,057,500	0	107,500	500,000	0	450,000
G.O. Sales Tax Rev. Bonds/Revenues	3,248,042	928,950	750,000	994,092	400,000	175,000
G.O. Bonds - Storm Water	1,250,000	800,000	0	200,000	0	250,000
G.O. Sewer Revenue Bond	750,000	350,000	400,000	0	0	0
G.O. Water Revenue Bond	2,172,000	1,674,000	48,000	300,000	0	150,000
TOTALS	20,560,672	5,247,495	4,252,700	4,664,862	3,124,770	3,270,845

CAPITAL IMPROVEMENT SCHEDULE

DEPARTMENT: Summary by Function

Project or Activity	Total Estimated Cost	Expenditures per Fiscal Year				
		2013	2014	2015	2016	2017
Public Buildings	1,157,500	25,000	32,500	500,000	0	600,000
Equipment:						
Administration	240,000	200,000	10,000	10,000	10,000	10,000
Police	438,000	31,000	168,000	83,000	77,000	79,000
Fire	898,795	123,795	0	750,000	0	25,000
Inspection	58,000	58,000	0	0	0	0
Civil Defense	142,000	20,000	94,000	0	28,000	0
Street	813,000	265,000	403,000	100,000	45,000	0
Street Lighting & Signals	25,700	0	10,700	15,000	0	0
Park	233,500	140,000	68,500	25,000	0	0
Library/Bookmobile	90,000	0	75,000	5,000	5,000	5,000
Water/Sewer/Sanitation	888,750	41,750	135,000	195,000	400,000	117,000
Improvements:						
Park	4,056,042	968,950	1,223,000	1,055,092	448,000	361,000
Street	1,800,000	0	400,000	1,000,000	400,000	0
Flood Control	115,000	0	20,000	70,000	25,000	0
Water	2,224,385	1,724,000	113,000	306,770	71,770	8,845
Sewer	750,000	350,000	400,000	0	0	0
Storm Sewer	1,380,000	800,000	0	200,000	115,000	265,000
Infrastructure Rehabilitation	5,250,000	500,000	1,100,000	350,000	1,500,000	1,800,000
TOTALS	20,560,672	5,247,495	4,252,700	4,664,862	3,124,770	3,270,845

CAPITAL IMPROVEMENT SCHEDULE						
DEPARTMENT: Public Buildings						
Project or Activity	Total Estimated Cost	Expenditures per Fiscal Year				Funding Source
		2013	2014	2015	2016	2017
Replace Exterior Doors Municipal Building - ADA	15,000	15,000				General Fund
Remodel Lower Level / Restrooms Municipal Building	10,000	10,000				General Fund
Remove Underground Storage Tank Municipal	0	0				Capital Facilities / CIP Bonds
Well #5 Building and Vehicle Storage	150,000					Capital Facilities and Equipment Replacement / Water Revenue Bonds
Heated Storage Bldg - Public Works	450,000					Capital Facilities / CIP Bonds
Renovate Heating & Air Conditioning System - Municipal Building	0	0				Capital Facilities / CIP Bonds
Update Salt Storage Bldg	10,000		10,000			Capital Facilities / CIP Bonds
Storage Mezzanine - Shop	22,500	0	22,500			Capital Facilities / CIP Bonds
Library Building Expansion	500,000			500,000		Capital Facilities / CIP Bonds
TOTALS	1,157,500	25,000	32,500	500,000	0	600,000

CAPITAL IMPROVEMENT SCHEDULE

DEPARTMENT: Administration/Finance/Building

Project or Activity	Total Estimated Cost	Expenditures per Fiscal Year					Funding Source
		2013	2014	2015	2016	2017	
Office Equipment and Furnishings	40,000	0	10,000	10,000	10,000	10,000	General Fund
Financial Computer System	200,000	200,000					Equipment Certificates
TOTALS	240,000	200,000	10,000	10,000	10,000	10,000	

CAPITAL IMPROVEMENT SCHEDULE

DEPARTMENT: Equipment - Police

Project or Activity	Total Estimated Cost	Expenditures per Fiscal Year					Funding Source
		2013	2014	2015	2016	2017	
Patrol Vehicles	252,000		60,000	62,000	64,000	66,000	Equipment Certificates
5 Portable Radios (Reserve units)	13,000	13,000					General Fund
Squad Computer Upgrade (Dispatch link)	15,000	15,000					General Fund
Tactical Response Team - Replace Worn Equipment (Vest Panels/Clothing)	15,000	3,000	3,000	3,000	3,000	3,000	General Fund
Office Computers and Upgrades	40,000	0	10,000	10,000	10,000	10,000	General Fund
Upgrade Records Management System	75,000		75,000				Capital Facilities / CIP Bonds
Four Radar Units	8,000			8,000			General Fund
Four Laptops for Squads	20,000		20,000				Equipment Certificates
TOTALS	438,000	31,000	168,000	83,000	77,000	79,000	

CAPITAL IMPROVEMENT SCHEDULE

DEPARTMENT: Equipment - Fire

Project or Activity	Total Estimated Cost	Expenditures per Fiscal Year					Funding Source
		2013	2014	2015	2016	2017	
SCBA Air Packs (30)	123,795	123,795					Equipment Certificates
75' Ladder Fire Truck	750,000			750,000			Equipment Certificates
ATV with Miniature Pumping Unit	25,000					25,000	Equipment Certificates
TOTALS	898,795	123,795	0	750,000	0	25,000	

CAPITAL IMPROVEMENT SCHEDULE							
DEPARTMENT: Equipment - Inspection							
Project or Activity	Total Estimated Cost	Expenditures per Fiscal Year				Funding Source	
		2013	2014	2015	2016		2017
Pickup - 4 Wheel Drive	28,000	28,000					Equipment Certificates
GPS-SPS Equipment and Software	30,000	30,000					Equipment Certificates
TOTALS	58,000	58,000	0	0	0	0	

CAPITAL IMPROVEMENT SCHEDULE						
DEPARTMENT: <u>Equipment - Civil Defense</u>						
Project or Activity	Total Estimated Cost	Expenditures per Fiscal Year				Funding Source
		2013	2014	2015	2016	2017
Replace Civil Defense Siren at Water Plant #2	28,000	0	28,000			Equipment Certificates
Run Standby Power from Water II to Fire II	10,000	0	10,000			Equipment Certificates
New Civil Defense Siren for Expansion	28,000		28,000			Equipment Certificates
Replace Civil Defense Siren at City Shop	28,000		28,000			Equipment Certificates
New Civil Defense Siren for Expansion	28,000				28,000	Equipment Certificates
Upgrade Civil Defense Sirens (from 2012)	20,000	20,000				Equipment Certificates
TOTALS	142,000	20,000	94,000	0	28,000	0

CAPITAL IMPROVEMENT SCHEDULE

DEPARTMENT: Improvements - Flood Control

Project or Activity	Total Estimated Cost	Expenditures per Fiscal Year					Funding Source
		2013	2014	2015	2016	2017	
Replace Caulking on Concrete Dike	25,000				25,000		Flood Control Fund
Replace Pump Parts at Wheeler Corp Station	40,000		20,000	20,000			Flood Control Fund
Levee Re-Certification	50,000			50,000			Flood Control Fund
TOTALS	115,000	0	20,000	70,000	25,000	0	

CAPITAL IMPROVEMENT SCHEDULE

DEPARTMENT: Equipment - Library / Bookmobile

Project or Activity	Total Estimated Cost	Expenditures per Fiscal Year					Funding Source
		2013	2014	2015	2016	2017	
Computers/Equip.	20,000	0	5,000	5,000	5,000	5,000	Library Fund
Bookmobile (Used)	70,000	0	70,000				Equipment Certificates
TOTALS	90,000	0	75,000	5,000	5,000	5,000	

CAPITAL IMPROVEMENT SCHEDULE							
DEPARTMENT: <u>Equipment - Street Lighting and Signals</u>							
Project or Activity	Total Estimated Cost	Expenditures per Fiscal Year					Funding Source
		2013	2014	2015	2016	2017	
4 Traffic Cameras to Replace and Update Lee/LorRay Intersection Traffic Loops	10,700		10,700				General Fund
Replace Control Cabinet for Marie/Lookout Intersection	15,000			15,000			Equipment Certificates
TOTALS	25,700	0	10,700	15,000	0	0	

CAPITAL IMPROVEMENT SCHEDULE

DEPARTMENT: Equipment - Park

Project or Activity	Total Estimated Cost	Expenditures per Fiscal Year					Funding Source
		2013	2014	2015	2016	2017	
Tractor (Mid-size w/snow blower/blades)	55,000	55,000					Equipment Certificates
Mower	85,000	85,000					Equipment Certificates
Field Groomer	22,000	0	22,000				Equipment Certificates
1 Ton Truck w/ Box	16,500	0	16,500				Equipment Certificates
1/2 Ton Trucks (2 - Used)	30,000	0	30,000				Equipment Certificates
1/2 Ton Truck (1 - Used)	25,000			25,000			Equipment Certificates
TOTALS	233,500	140,000	68,500	25,000	0	0	

CAPITAL IMPROVEMENT SCHEDULE						
DEPARTMENT: Improvements - Park						
Project or Activity	Total Estimated Cost	Expenditures per Fiscal Year				Funding Source
		2013	2014	2015	2016	2017
Park Construction and Beautification	144,000	0	36,000	36,000	36,000	36,000
Caswell Park:						
Improvements	730,000	230,000	200,000	200,000	100,000	Sales Tax Bonds
Caswell North Soccer Complex	544,092	200,000	200,000	144,092		Sales Tax Bonds/ Donation of \$150K
Land Acquisition (W. of Caswell)	250,000		250,000			Mankato United Soccer Club
Benson Park:						Sales Tax Bonds
Habitat Restoration / Wildflower Demo / Fishing Pier/ Parking Lot / Underground Imp.	498,950	498,950				Sales Tax Bonds / Grant \$499K
Pavilion/ Restroom/ Addl Parking/ Trees/Trails/ Bridge/Berms	500,000			500,000		Sales Tax Bonds
Spring Lake Park:						
Parking Improvements	50,000			50,000		Sales Tax Bonds
South Restrooms	200,000		100,000	100,000		Sales Tax Bonds
Other Improvements	475,000				300,000	Sales Tax Bonds
Resurface Tennis Courts	24,000		12,000		12,000	General Fund
Asphalt Trail - Lee Blvd Hill	150,000					150,000
						Parkland Fund/Grant

CAPITAL IMPROVEMENT SCHEDULE

DEPARTMENT: Improvements - Park

Project or Activity	Total Estimated Cost	Expenditures per Fiscal Year					Funding Source
		2013	2014	2015	2016	2017	
Highway 14 Trail from LorRay to Lake Street	350,000		350,000				Parkland Fund/ Grant/ Area Transportation Partnership
Renovate Band Shell at Wheeler Park	50,000		50,000				Parkland Fund
New Picnic Shelters	75,000	25,000	25,000	25,000			Parkland Fund
Multipurpose Community Center Project	0						Parkland Fund
Resurface Trails - Spring Lake and Benson Parks	15,000	15,000					Parkland Fund
TOTALS	4,056,042	968,950	1,223,000	1,055,092	448,000	361,000	

CAPITAL IMPROVEMENT SCHEDULE

DEPARTMENT: Equipment - Street

Project or Activity	Total Estimated Cost	Expenditures per Fiscal Year					Funding Source
		2013	2014	2015	2016	2017	
Shop Truck w/Utility Box	50,000			50,000			Equipment Certificates
Shop Bridge Crane (Used)	25,000		25,000				Equipment Certificates
Shop Welder	10,000				10,000		Equipment Certificates
One-Ton Trucks with Box (2)	40,000	40,000					Equipment Certificates
Street Sweeper	200,000	0	200,000				Equipment Certificates
Pickups	28,000		28,000				Equipment Certificates
Tractor Backhoe	100,000	100,000					Equipment Certificates
Loader	150,000		150,000				Equipment Certificates
Chip Spreader (from 2012)	125,000	125,000					Equipment Certificates
Update Oil Distributor (Used)	50,000			50,000			Equipment Certificates
Asphalt Paver (Used)	35,000				35,000		Equipment Certificates
TOTALS	813,000	265,000	403,000	100,000	45,000	0	

CAPITAL IMPROVEMENT SCHEDULE						
DEPARTMENT: Street Improvements						
Project or Activity	Total Estimated Cost	Expenditures per Fiscal Year				Funding Source
		2013	2014	2015	2016	2017
The Reserve 2	1,200,000			800,000	400,000	
Aspen Lane to Rockford Road	600,000		400,000	200,000		Special Assessments/ G.O. Improvement Bond
Rockford Road Extension/ CSAH 41 & Hwy						Special Assessments/ G.O. Improvement Bond
Interchange Including Right-of-Way	0	0				Trunk Hwy/ MSA/ Federal/ CSAH/ ATP/ Special Assessments/ Sales Tax Bonds
TOTALS	1,800,000	0	400,000	1,000,000	400,000	0

CAPITAL IMPROVEMENT SCHEDULE						
DEPARTMENT: Infrastructure Rehabilitation						
Project or Activity	Total Estimated Cost	Expenditures per Fiscal Year				Funding Source
		2013	2014	2015	2016	2017
Complete Reconstruct: Cliff Court	500,000	500,000				Special Assessment/G.O. Improvement Bonds
Complete Reconstruct: Roe Crest - Lee Blvd. to Marie Lane	1,100,000		1,100,000			Special Assessment/G.O. Improvement Bonds
Surfacing Replacement: Garfield - Range to Center Street	350,000			350,000		Special Assessment/G.O. Improvement Bonds
Complete Reconstruct: 300 Blks Harrison, Tyler, Jefferson and Monroe; 400 Blk Monroe	1,500,000				1,500,000	Special Assessment/G.O. Improvement Bonds
Complete Reconstruct: McKinley - Range to Sherman and Cross Street - Tyler to Webster	1,800,000					1,800,000
TOTALS	5,250,000	500,000	1,100,000	350,000	1,500,000	1,800,000

CAPITAL IMPROVEMENT SCHEDULE

DEPARTMENT: Equipment - Water/Sewer/Sanitation/Storm Sewer

Project or Activity	Total Estimated Cost	Expenditures per Fiscal Year				Funding Source
		2013	2014	2015	2016	2017
Pickup	28,000			28,000		Water Fund
Pickup	52,000	25,000				Sewer Fund
Pickup Tommy Lift	1,750	1,750				Sewer Fund
250 KW Portable Generator	102,000			102,000		Sewer Fund
1 Ton Truck w/ Crane	45,000				45,000	Sewer Fund
Water Wagon Cab & Chassis	50,000			50,000		Sewer Fund
Jetter	300,000				300,000	Sewer Fund
Sewer Camera Update	20,000					Sewer Fund
Recycling Equipment	75,000	15,000	15,000	15,000	15,000	Sanitation Fund
Auto Tie Baler	75,000	0	75,000			Sanitation (Equip. Cert. - 407)
Forklift	45,000		45,000			Sanitation (Equip. Cert. - 407)
Skid Loader	40,000				40,000	Sanitation (Equip. Cert. - 407)
Forklift	55,000					Sanitation (Equip. Cert. - 407)
TOTALS	888,750	41,750	135,000	195,000	400,000	117,000

CAPITAL IMPROVEMENT SCHEDULE

DEPARTMENT: Water Improvements

Project or Activity	Total Estimated Cost	Expenditures per Fiscal Year					Funding Source
		2013	2014	2015	2016	2017	
Pull & Repair Well Pump: No. 6 (Water Plant #1) No. 7 (Water Plant #2)	65,000		65,000		65,000		Water Fund
	65,000						Water Fund
Recoat 500K Water Tower (Carlson Dr.) Interior	324,000	324,000					Capital Facilities and Equipment Replacement / Water Revenue Bonds
Recoat 500K Water Tower (Carlson Dr.) Exterior	300,000			300,000			Capital Facilities and Equipment Replacement / Water Revenue Bonds
New Well #9	1,350,000	1,350,000					Capital Facilities and Equipment Replacement / Water Revenue Bonds
VFD on High Service Pump 2 - 100 hp	6,770			6,770			Water Fund

CAPITAL IMPROVEMENT SCHEDULE

DEPARTMENT: Water Improvements

Project or Activity	Total Estimated Cost	Expenditures per Fiscal Year					Funding Source
		2013	2014	2015	2016	2017	
VFD on High Service Pump 3 - 100 hp	6,770				6,770		Water Fund
VFD on High Service Pump 1 - 100 hp	8,845					8,845	Water Fund
Wellhead Protection Plan (State Mandate)	50,000	50,000					Water Fund
Driveway into Tower Boulevard on Tower Drive	48,000	0	48,000				Capital Facilities and Equipment Replacement / Water
TOTALS	2,224,385	1,724,000	113,000	306,770	71,770	8,845	

CAPITAL IMPROVEMENT SCHEDULE

DEPARTMENT: Sewer Improvements

Project or Activity	Total Estimated Cost	Expenditures per Fiscal Year					Funding Source
		2013	2014	2015	2016	2017	
Replace Controls at Main Lift Station	400,000		400,000				Capital Facilities and Equipment Replacement / Sewer Revenue Bonds
Roe Crest/Noretta/Old Belgrade Hill Sewer	350,000	350,000					Capital Facilities and Equipment Replacement / Sewer Revenue Bonds
TOTALS	750,000	350,000	400,000	0	0	0	

CAPITAL IMPROVEMENT SCHEDULE

DEPARTMENT: Storm Sewer Improvements

Project or Activity	Total Estimated Cost	Expenditures per Fiscal Year					Funding Source
		2013	2014	2015	2016	2017	
North Ridge Ravine Complex	450,000			200,000		250,000	G.O. Bonds/ Grant/ MNDOT/ County/ City Forces
Roe Crest/ Noretta/ Old Belgrade Hill Ravine	800,000	800,000					Storm Water Fund/City Forces
Nottingham Dr. - Ivanhoe Ct. to Normandy Dr.	100,000				100,000		Storm Water Fund/City Forces
Sherman Corp Station Generator Hookup	15,000				15,000		Storm Water Fund
Wheeler Corp Station Generator Hookup	15,000					15,000	Storm Water Fund
TOTALS	1,380,000	800,000	0	200,000	115,000	265,000	



City of North Mankato

Five-Year Capital
Improvement Plan

Hearing

Monday, December 17, 2012
7:00 P.M.

RESOLUTION NO.

RESOLUTION APPROVING DONATIONS/CONTRIBUTIONS

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

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

Donor of Gift	Restriction on Gift	Amount
Jo Marie Robbins	Library	\$50.00
Michael Krasnoff	Library	\$3.00
Anonymous	Library	\$4.00
Family of Darla Laven	Police Department	\$100.00
Kato Community Club	Library – books	\$50.00
Greg Abbott	Library – Materials	\$945.00

Adopted by the City Council this 17th day of December 2012.

Mayor

City Clerk

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 12B	Department: City Planner	Council Meeting Date: 12/17/2012																																																				
TITLE OF ISSUE: V-4-12, Request for site specific lot area, lot width, setback and lot coverage variances at 400 Wall Street, a request from Vanyo Moody																																																						
BACKGROUND AND SUPPLEMENTAL INFORMATION: As part of the proposed Marigold 2.5 development project, the developer is requesting several variances from the City Code. As the developer has yet to submit a letter of financing from his lender, any approval of the variances would be contingent on successful private financing.																																																						
<i>If additional space is required, attach a separate sheet</i>																																																						
REQUESTED COUNCIL ACTION: Consider recommendation from the Planning Commission																																																						
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;">V-4-12</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-4-12			_____					_____					_____					_____				
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<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-4-12

OUTLOT A, MARIGOLD SUBDIVISION

A REQUEST FROM VANYO MOODY

THE CITY OF NORTH MANKATO

SUBJECT: V-4-12

APPLICANT: Vanyo Moody

LOCATION: Outlot A, Marigold Subdivision

EXISTING ZONING: CBD, Central Business District

DATE OF HEARING: December 13, 2012

DATE OF REPORT: December 6, 2012

REPORTED BY: Michael Fischer, City Planner

APPLICATION SUBMITTED

Request for variances to accommodate the development of an apartment complex.

COMMENT

The City has received a request for certain variances to accommodate the construction of an apartment complex as part of the redevelopment of the Marigold property. In summary, in the Central Business District (CBD), there are no setback regulations or lot coverage requirements for commercial buildings. This allowed the development of businesses which are attached and/or constructed up to the sidewalks. However, according to the City Code, it states that residential uses within the CBD are regulated by a residential section of the Code. Therefore, issues such as setbacks, lot area and lot size do apply. The following is a summary of the Code provisions which apply to the proposed project as it is strictly residential:

Lot Area

Based on the number of units proposed, a lot of 168,500 square feet would be required. The current lot size is 59,677 square feet.

Number of Units

In the CBD, residential dwellings are regulated by the R-3, Limited Multiple Dwelling section of the City Code. As stated in the R-3 Code, multiple-family dwellings shall not exceed 12 dwelling units per structure. As proposed, the Marigold 2.5 Project consists of 108 units.

Lot Width and Depth

Based on the Code regulation and based on the number of units within the building, a lot width of 2,200 feet would be required. The maximum lot width of the lot is 345 feet. The project would meet the lot depth requirement of 100 feet.

Yard Regulations (Setbacks)

In the City Code there are different setbacks for lots platted prior to 1958 and after. Generally, the setbacks for lower and upper North Mankato are different with lower North having lesser setbacks due to the size of the lots. While the Marigold project was originally platted prior to 1958, it was recently replatted. Therefore, consideration of the appropriate setbacks should be considered. The residential setbacks applied in lower North are as follows:

Front yard – 20 feet
Side yards – 5 feet
Rear yard – 20 feet

Based on the proposed height of the building, a 43-foot side yard setback would be needed.

Lot Coverage

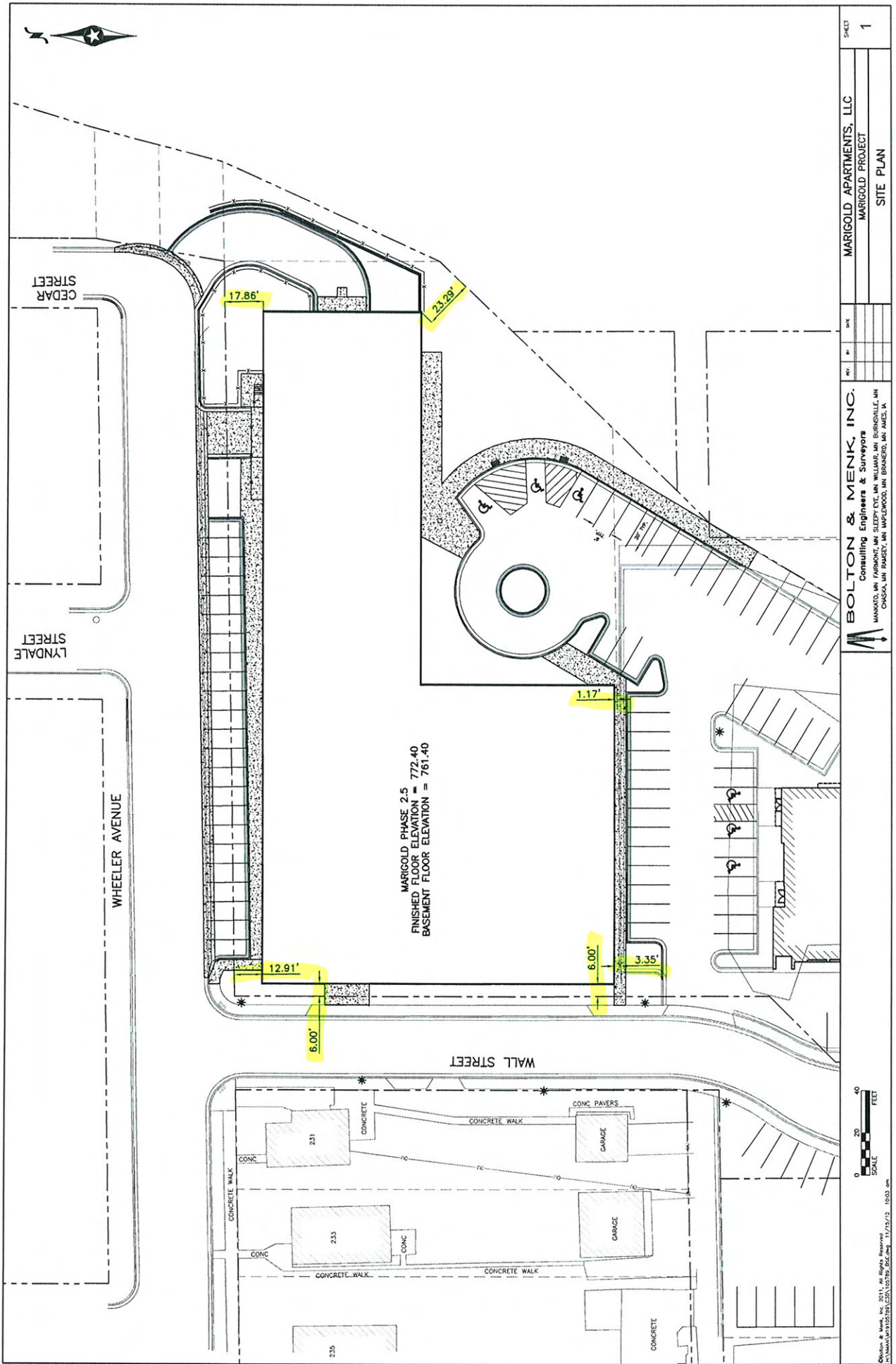
In the CBD there are no lot coverage requirements. In the R-3 district no more than 50% of a lot can be covered by main or accessory buildings. As proposed, the Marigold 2.5 Project covers 58.6% of the property.

Attached is a site layout of the building showing the proposed setbacks.

If this proposed development was a commercial project such as a hotel or office complex, it could be constructed in the same location as shown on the attachment. As an urban high-rise residential complex, the Planning Commission and City Council will need to determine if the proposed project should have the same type of conditions as if the building were a commercial development. In November of 2012, the City Council approved a conditional use permit request to allow the construction of a building not to exceed 6 stories or 68 feet in height.

RECOMMENDATION

Based on the proposal to create a 6-story residential apartment complex in the CBD, including two levels of indoor parking, specific variances should be considered contingent on receipt of the financing letter from the applicant's bank.







November 30, 2012

Dear Resident:

The City of North Mankato has received a request from Vanyo Moody for certain variances to accommodate the proposed construction of a 108-unit apartment complex at 400 Wall Street (Marigold site). The requested variances pertain to lot area, lot width, building setbacks, lot coverage and maximum number of units. Attached is a site drawing of the proposed development showing the current building setbacks.

These variances will be considered by the Planning Commission on December 13, 2012 and by the City Council on December 17, 2012. Both meetings begin at 7 p.m. in the Municipal Building Council Chambers at 1001 Belgrade Avenue.

As a nearby property owner, you have the opportunity to comment on these requests. You may either send written comments by December 13, 2012 or appear at either or both meetings.

Sincerely,

THE CITY OF NORTH MANKATO

Michael Fischer
City Planner

MF:ng

Enclosure

Hawkeye Holdings, LLC
530 S Front St; Suite 100
Mankato, MN 56001

Phillip M Miller & Jillian Padgett
511 Wall Street
North Mankato, MN 56003

Norman L & Judith K Douglas
240 Wheeler Avenue
North Mankato, MN 56003

Gerald L Troidahl
414 Range Street
North Mankato, MN 56003

Bradley C Hanson
105 Rosewood Drive
Mankato, MN 56001

Adam Huiras
P.O. Box 2111
North Mankato, MN 56002

Kevin S & Donna L Briggs
304 Moreland Avenue
Mankato, MN 56001

Shannon M Finnegan
509 Wall Street
North Mankato, MN 56003

John & Jackie Ellis
218 Wheeler Avenue
North Mankato, MN 56003

Charles Edward Hoffman
521 Wall Street
North Mankato, MN 56003

Donald J & Phylis A Enz
515 Wall Street
North Mankato, MN 56003

Lori Schmidt
105 Cleveland Avenue
North Mankato, MN 56003

Kenneth Hull
526 Lyndale Street
North Mankato, MN 56003

Taylor Bancshares Inc
245 Belgrade Avenue
North Mankato, MN 56003

Allison J & Sharon A Schaller
241 Belgrade Avenue
North Mankato, MN 56003

P-Jack Properties
1812 S Riverfront Drive
Mankato, MN 56001

Lisa Hughes
247 Wheeler Avenue
North Mankato, MN 56003

John Todtleben &
Cheryl L Kastning
522 Lyndale Street
North Mankato, MN 56003

Ryan E Luedtke
1216 Albion Avenue
Fairmont, MN 56031

Thomas J & John C Bohrer
232 Belgrade Avenue
North Mankato, MN 56003

Staples & Roozen
P.O. Box 243
Windom, MN 56101

Steven A Schmahl
524 Lyndale Street
North Mankato, MN 56003

Jessica A Malakowsky
418 Range Street
North Mankato, MN 56003

Claudia F Vosbeck
245 Wheeler Avenue
North Mankato, MN 56003

Elaine Y Shea
241 Wheeler Avenue
North Mankato, MN 56003

Carl R & Sandra A Kiewatt
235 Wheeler Avenue
North Mankato, MN 56003

Kenneth C Lundberg
521 Lyndale Street
North Mankato, MN 56003

Gregory T Rueff
520 Wall Street
North Mankato, MN 56003

Kenneth & Diana Stoll
216 Wheeler Avenue
North Mankato, MN 56003

James G Newsom
511 Lyndale Street
North Mankato, MN 56003

Michael M & Brenda K Burger
238 Wheeler Avenue
North Mankato, MN 56003

Lori Schmidt
105 Cleveland Avenue
North Mankato, MN 56003

Richard & Sharon L Haman
513 Lyndale Street
North Mankato, MN 56003

William J Lee
237 Belgrade Avenue
North Mankato, MN 56003

T.O.B.E. Properties LLC
2313 Snowbird Lane
North Mankato, MN 56003

David L Mutch
231 Belgrade Avenue
North Mankato, MN 56003

Theresa M Kopischke
502 Range Street
North Mankato, MN 56003

Barbara A Church
102 Wheeler Avenue
North Mankato, MN 56003

Thomas J Bohrer &
John C Bohrer
232 Belgrade Avenue
North Mankato, MN 56003

Jeffrey J Kenne
42462 Kerns Drive
North Mankato, MN 56003

Corey Brunton
300 St. Andrews Drive
Suite 110
Mankato, MN 56001

Natural Pathways
229 Belgrade Avenue
North Mankato, MN 56003

Loon Lake Properties LLC
2201 Dream Drive W
North Mankato, MN 56003

James J Padil III &
Paula Grabau Padil
518 Wall Street
North Mankato, MN 56003

Jay P Dengel &
Pamela K Weller-Dengel
410 Range Street
North Mankato, MN 56003

Ai Yun Zhang Kretsch
477 Marvin Boulevard
North Mankato, MN 56003

Robert W & Heather J Milton
244 Wheeler Avenue
North Mankato, MN 56003

Frandsen Bank
245 Belgrade Avenue
North Mankato, MN 56003

James L & Joni J Spenger
54137 State Hwy 68
Mankato, MN 56001

Kelley ML & Katherine Brigman
209 Viking Drive
Mankato, MN 56001

Paul J & Jena L Osterman
516 Lyndale Street
North Mankato, MN 56003



City of North Mankato
Attn: Michael Fischer
1001 Belgrade Ave
P.O. Box 2055
North Mankato, MN 56002-2055

December 7th, 2012

Dear Mr. Michael Fischer,

Please accept this letter as our response to Mr. Vanyo Moody's request for the necessary variances for the construction of the planned 108-unit apartment complex.

We strongly encourage the Planning Commission and City Council to approve the necessary variance requests required to construct the planned 108-unit apartment complex. We feel the project would be an asset to North Mankato and enhance the vitality of our downtown business district.

Please share this letter as a matter of record with the Planning Commission and North Mankato City Council.

Sincerely,

Brent Staples
President
Staples Oil Co., Inc.

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 # Outlot A Block # 1

Subdivision Marigold Subdivision Address 400 Wall Street

APPLICANT:

Name Vanyo Moody Address 200 Belgrade Avenue Phone (507)388-3880
North Mankato, MN 56003

PROPERTY OWNER (If Other Than Applicant):

Name North Mankato Port Authority Address 1001 Belgrade Avenue Phone (507)625-4141
North Mankato, MN 56003

CURRENT ZONING: CBD CURRENT USE OF PROPERTY: Vacant

VARIANCE REQUESTED: Reduce building setbacks; including lot area, lot widths and ground coverage.

REASON FOR VARIANCE: Accomodate development of an apartment complex.

ZONING REGULATION APPLIED: Section 156.040 Subdivision (F)(4) (G)(4) (H) (I)

REQUIREMENT OF REGULATION:

REQUEST PREVIOUSLY CONSIDERED? Yes No x If Yes, date

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 # 50 @ \$2.00 = \$ 100.00

Total Fee \$ 435.00 Receipt # _____

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

Signature of Applicant _____ Date _____

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 12C	Department: City Planner	Council Meeting Date: 12/17/2012																																																					
TITLE OF ISSUE: Z-3-12, Request to rezone Lot 2, Dewey Subdivision from R-1, One-Family Dwelling to R-2, One- and Two-Family Dwelling, a request from Anthony Anderson, 116 Tyler Avenue																																																							
BACKGROUND AND SUPPLEMENTAL INFORMATION: The City has received a request to rezone a property addressed as 116/116-1/2 Tyler Avenue from R-1 to R-2. This property was affected by the City-wide downzoning in 2005 and the applicant has stated he is experiencing difficulty refinancing the property due to its non-conforming status.																																																							
<i>If additional space is required, attach a separate sheet</i>																																																							
REQUESTED COUNCIL ACTION: Adopt Ordinance																																																							
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 checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td colspan="2">Other (specify)</td> <td colspan="3"><u>Z-3-12</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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other (specify)		<u>Z-3-12</u>			_____					_____					_____				
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Z-3-12

116/116-1/2 TYLER AVENUE

A REQUEST FROM ANTHONY ANDERSON

THE CITY OF NORTH MANKATO

SUBJECT: Z-3-12

APPLICANT: Anthony Anderson

LOCATION: 116/116-1/2 Tyler Avenue

EXISTING ZONING: R-1, One-Family Dwelling

DATE OF HEARING: December 13, 2012

DATE OF REPORT: December 6, 2012

REPORTED BY: Michael Fischer, City Planner

APPLICATION SUBMITTED

Request to rezone 116/116-1/2 from R-1, One-Family Dwelling to R-2, One- and Two-Family Dwelling.

COMMENT

The City has received a request to rezone the property addressed as 116/116-1/2 Tyler Avenue from R-1 to R-2. According to the applicant, the property was affected by the down zoning in 2005 and is experiencing difficulty in attempts to refinance the property as it is considered a non-conforming use.

Due to the age of the home and the lack of building permit information, staff cannot confirm the dwelling was constructed as a duplex or if it was converted into a duplex at a later time. However, staff can determine that the home was used as a duplex in 2005 when the down zoning occurred. Attached is a map showing the location of the property and existing area zoning.

RECOMMENDATION

Staff recommends approval of Z-3-12.

November 26, 2012

Anthony P. Anderson
116 Tyler Ave.
North Mankato, MN 56001

To:
City of North Mankato
1001 Belgrade Ave.
North Mankato, MN 56003

Regarding: 116 Tyler Ave., Zoning Request

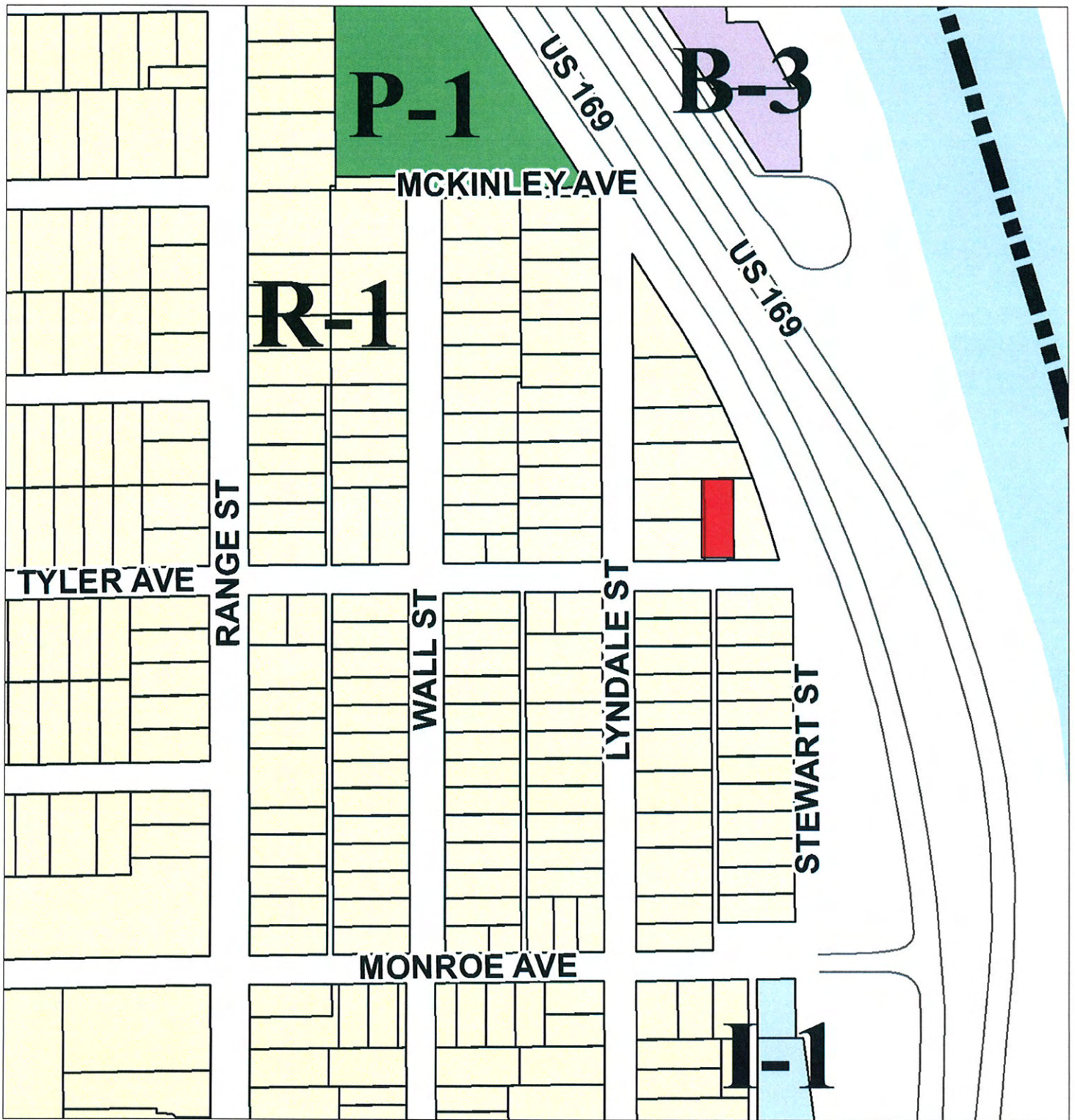
Dear Sirs,

Please regard this letter as my formal request to rezone 116 Tyler Ave. from R-1 to R-2 classification. I am asking you to do this because the property is and always has been a duplex, and because it was reclassified in 2005 to R-1 it is now considered nonconforming. I am having a difficult time obtaining conventional refinancing for the property. Thus, if I decide to sell in the future, it will be equally difficult for any potential buyer to obtain competitive financing. This hurts the property's value. Please consider this request.

Thank you,

A handwritten signature in black ink, appearing to read "Anthony P. Anderson", with a stylized flourish at the end.

Anthony P. Anderson



0 229 Feet



Map Name

Figure X.X



November 30, 2012

Dear Resident:

The City of North Mankato has received a request from Anthony Anderson to rezone the property addressed as 116 Tyler Avenue from R-1, One-Family Dwelling to R-2, One- and Two-Family Dwelling.

This request will be considered by the North Mankato Planning Commission on December 13, 2012 and by the City Council on December 17, 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 request. You may either send written comments by December 13, 2012 or appear at either or both meetings.

Sincerely,

THE CITY OF NORTH MANKATO

Michael Fischer
City Planner

MF:ng

Mark S Miklas
920 Wall Street
North Mankato, MN 56003

Scott T & Nancy A Petersen
913 Lyndale Street
North Mankato, MN 56003

Sara L Crocker & Natali S Heitter
909 Lyndale Street
North Mankato, MN 56003

James D & Margaret McLaughlin
850 Wall Street
North Mankato, MN 56003

Sadie M Brehmer
215 Tyler Avenue
North Mankato, MN 56003

Daniel F & Cynthia S Cummiskey
929 Lyndale Street
North Mankato, MN 56003

Thomas M Anderson
850 Lyndale Street
North Mankato, MN 56003

Secretary of Housing
& Urban Development
4400 Will Rogers Pky; Suite 300
Oklahoma City, OK 73108

Trevor Baumgartner
905 Lyndale Street
North Mankato, MN 56003

Kelley ML & Katherine Brigman
209 Viking Drive
Mankato, MN 56001

Orland V Kitt Trust
924 Lyndale Street
North Mankato, MN 56003

Mary E Applen
112 Tyler Avenue
North Mankato, MN 56003

Ryan M Place
842 Wall Street
North Mankato, MN 56003

Sherrise Y Truesdale
836 Lyndale Street
North Mankato, MN 56003

Michael & Alicia Hejl
845 Stewart Street
North Mankato, MN 56003

Robert L Blume
840 Lyndale Street
North Mankato, MN 56003

William D Dallenbach
526 S 2nd St; Suite 3
Mankato, MN 56001

Ted A & Mary Collins
846 Lyndale Street
North Mankato, MN 56003

Floyd L & Judith A Backstrom
916 Lyndale Street
North Mankato, MN 56003

Christopher J Shea
917 Lyndale Street
North Mankato, MN 56003

Don P Wiemer
105 Cheetah Court #D-15
Mankato, MN 56001

Michael G & Marjorie A McGraw
849 Lyndale Street
North Mankato, MN 56003

Justin P & Jessi R McCollum
845 Lyndale Street
North Mankato, MN 56003

Jason Lee Michel
833 Stewart Street
North Mankato, MN 56003

Scott J Nessler
921 Lyndale Street
North Mankato, MN 56003

Laura Stohl Bealey
906 Wall Street
North Mankato, MN 56003

William L T & Alyssa L Hall
829 Stewart Street
North Mankato, MN 56003

Patrick R Rasmussen
904 Lyndale Street
North Mankato, MN 56003

Lynn R & Jean M Schumacher
P.O. Box 176
Iona, MN 56141

Andrew L & Lisa M Westberg
916 Wall Street
North Mankato, MN 56003

Steven J & Rebecca A Vosburg
834 Lyndale Street
North Mankato, MN 56003

John L & Lori M Daley
933 Lyndale Street
North Mankato, MN 56003

Eileen M Ulman
901 Lyndale Street
North Mankato, MN 56003

Torrey Rand &
Emily J Vanderhoof
833 Lyndale Street
North Mankato, MN 56003

Brian C & Sarah M Fortney
839 Lyndale Street
North Mankato, MN 56003

Donald W Rickard
910 Wall Street
North Mankato, MN 56003

Steven T & Janean M Winter
15951 607th Avenue
Mapleton, MN 56065

Thomas P & Janelle L Rauchman
825 Stewart Street
North Mankato, MN 56003

Julie A Mediger
844 Lyndale Street
North Mankato, MN 56003

Ronald P Meissner
841 Stewart Street
North Mankato, MN 56003

John H & Marilyn J Ehleringer
912 Wall Street
North Mankato, MN 56003

Cecil O & Carolyn D Simmons
906 Lyndale Street
North Mankato, MN 56003

Mario A Arellano &
Rosanna P Balboa
925 Lyndale Street
North Mankato, MN 56003

Ross D Jenniges
220 Tyler Avenue
North Mankato, MN 56003

Application for
REZONING

Pursuant to Chapter 156 of the North Mankato City Code, application is hereby made to amend the City of North Mankato Zoning Map as described herein.

LEGAL DESCRIPTION OF PROPERTY:

Lot # 2 Block # _____
 Subdivision Dewey Subdivision Address 116 Tyler Avenue

APPLICANT:

Name Anthony Anderson Address 116 Tyler Avenue Phone _____

PROPERTY OWNER (If Other Than Applicant):

Name _____ Address _____ Phone _____

CURRENT ZONING: R-1 CURRENT USE OF PROPERTY: Two-family dwelling

PROPOSED ZONING: R-2

REASON ZONING CHANGE NEEDED: Provide zoning consistent with existing use.

REQUEST PREVIOUSLY CONSIDERED? Yes _____ No X If Yes, date _____

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 # 44 @ \$ 2.00 = \$ 88.00

Total Fee \$ 423.00 Receipt # _____

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

Signature of Applicant _____ Date _____

ORDINANCE NO. 47, FOURTH SERIES

AN ORDINANCE OF THE CITY OF NORTH MANKATO, MINNESOTA,
AMENDING NORTH MANKATO CITY CODE, CHAPTER 156, ENTITLED "ZONING CODE", BY
CHANGING THE ZONING DISTRICT MAP AND, BY ADOPTING BY REFERENCE NORTH MANKATO
CITY CODE, CHAPTER 10 AND SECTION 10.99 WHICH,
AMONG OTHER THINGS, CONTAIN PENALTY PROVISIONS

THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, ORDAINS:

Section 1. North Mankato City Code, Section 156.021, entitled "Zoning District Map", is hereby amended by changing the zoning as follows:

- A. To rezone 116/116-1/2 Tyler Avenue from R-1, One-Family Dwelling to R-2, One- and Two-Family Dwelling.

Section 2. North Mankato City Code, Chapter 10, entitled "General Provisions" are hereby adopted in their entirety, by reference, as though repeated verbatim herein.

Section 3. After adoption, signing and attestation, this Ordinance shall be published once in the official newspaper of the City and shall be in effect on or after the date following such publication.

Adopted by the Council this 17th day of December 2012.

Mayor

ATTEST:

City Clerk

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 12D	Department: City Planner	Council Meeting Date: 12/17/2012																																																					
TITLE OF ISSUE: Rezoning Policy																																																							
BACKGROUND AND SUPPLEMENTAL INFORMATION: See attached.																																																							
<i>If additional space is required, attach a separate sheet</i>																																																							
REQUESTED COUNCIL ACTION: Consider proposed rezoning policy																																																							
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;">Rezoning Policy</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)		Rezoning Policy			_____					_____					_____					_____				
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THE CITY OF NORTH MANKATO

SUBJECT: Rezoning Policy

DATE OF HEARING: December 13, 2012

DATE OF REPORT: December 6, 2012

REPORTED BY: Michael Fischer, City Planner

COMMENT

As a result of continued requests for residential rezoning due to the City-wide down sizing in 2005, staff has prepared a Policy for Down Zoning of Residential Properties. In summary, for properties which are considered non-conforming due to the down zoning in 2005, rezoning approval for City-approved districts will be granted by the City if the owner can demonstrate the following:

1. The dwelling was originally permitted and constructed as a multiple-family dwelling.
2. The dwelling was originally located in a zoning district which allowed such use.
3. The dwelling has been continually used and licensed as a multiple-family dwelling.

Should the owner demonstrate the criteria, approval would be granted by the Planning Commission and City Council at regularly scheduled meetings including the proper public notification. The rezoning application fee will be waived; however, the fee for required neighborhood notifications will apply.

RECOMMENDATION

Staff recommends approval of the rezoning policy.

**CITY OF NORTH MANKATO
POLICY FOR REZONING OF RESIDENTIAL PROPERTIES
AFFECTED BY 2005 CITY-WIDE DOWN ZONING**

In response to the conversion of one-family dwellings into two-family dwellings, in May of 2005 the City Council adopted ordinances which down zoned residential areas within the City from R-2, One- and Two-Family Dwelling to R-1, One-Family Dwelling. As a result, due to the presence of multi-family dwellings in R-1 zoning districts, non-conforming uses were created which can pose challenges for refinancing or resale of certain properties. For this reason, this policy is created to accommodate zoning changes for certain non-conforming uses.

For properties which are considered non-conforming due to the down zoning in 2005, rezoning approval for City-approved districts will be granted by the City of North Mankato if the owner can demonstrate the following:

1. The dwelling was originally permitted and constructed as a multiple-family dwelling.
2. The dwelling was originally located in a zoning district which allowed such use.
3. The dwelling has been continually used and licensed as a multiple-family dwelling.

Approval will be granted by both the Planning Commission and City Council at regular scheduled meetings including proper public notification. The rezoning application fee will be waived; however, the fee for required neighborhood notifications will apply.

This policy was adopted by the Planning Commission on _____ and by the City Council on _____.

PLANNING COMMISSION

CITY COUNCIL

Chair

Mayor

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 13A.1, 2 and 3	Department: Interim Admin.	Council Meeting Date: 12/17/2012																																	
TITLE OF ISSUE: Approval of proposed 2013 Budget and Capital Improvement Plan																																			
BACKGROUND AND SUPPLEMENTAL INFORMATION: These are the resolutions granting formal approval to the 2013 Budget, the 2012 Tax Levy Collectible in 2013 and the 5-Year Capital Improvement Plan.																																			
<i>If additional space is required, attach a separate sheet</i>																																			
REQUESTED COUNCIL ACTION: Adopt resolutions																																			
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 checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) _____ _____ _____ _____ _____	Resolution	Ordinance	Contract	Minutes	Map	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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RESOLUTION APPROVING THE GENERAL FUND BUDGET
AND AUXILIARY FUND BUDGET
FOR FISCAL YEAR 2013

BE IT RESOLVED by the City Council of the City of North Mankato, County of Nicollet, Minnesota, that the City Council approved the General Fund and Auxiliary Fund Budgets for the 2013 Fiscal Year as follows:

1.) General Fund

A.	General Government	\$ 1,004,014
B.	Public Safety	2,130,297
C.	Public Works	1,748,222
D.	Culture-Recreation	843,095
E.	Other Functions	<u>102,435</u>
	TOTAL GENERAL FUND EXPENDITURES	\$ <u>5,828,063</u>

2.) Auxiliary Fund

A.	Special Revenue Funds	4,227,353
B.	Debt Service Funds	3,342,835
C.	Capital Project Funds	3,170,231
D.	Enterprise Funds	5,136,232
E.	Trust and Agency Funds	<u>306,717</u>
	TOTAL AUXILIARY FUND EXPENDITURES	\$ <u>16,183,368</u>
	TOTAL BUDGET ALL FUNDS	\$ <u>22,011,431</u>

BE IT FURTHER RESOLVED, that the City Council approved the Capital Improvement Plan as included in the 2013 Budget documents.

Adopted by the City Council this 17th day of December 2012.

Mayor

City Clerk

RESOLUTION APPROVING 2012 TAX LEVY, COLLECTIBLE IN 2013

BE IT RESOLVED by the City Council of the City of North Mankato, County of Nicollet, Minnesota, that the following sums of money be levied for the current year collectible in 2013, upon the taxable property in said City of North Mankato, for the following purposes:

General Fund	\$3,195,028	
Library Fund	444,353	
Bookmobile Fund	38,109	
Community Development	3,282	
Flood Control Fund	12,000	
Contingency Fund	55,005	
Port Authority Fund	74,479	
Firemen's Relief Fund	<u>33,856</u>	\$3,856,112
Bonded Indebtedness	<u>1,523,672</u>	
Total Budgeted Levy		<u>\$ 5,379,784</u>

Pursuant to M.S. 475.61, Subd. 3, the City Council and City Clerk do hereby certify and state to the County Auditor that the foregoing levy for "bonded indebtedness", when taken together with excess funds on hand in existing debt service accounts, aggregates more than sufficient monies to service all irrevocable levies previously made by the City for debt service and the Auditor therefore may reduce the amount of any additional irrevocable levies accordingly.

"Provision has been made by the City for payment of \$314,864 as the City's contributory share to the Public Employees' Retirement Fund as provided for in Minnesota Statutes Annotated, Sections 353.01 et seq." No further levy is required for this purpose.

The City Clerk is hereby instructed to transmit a certified copy of this resolution to the County Auditor of Nicollet County, Minnesota.

Adopted by the City Council this 17th day of December 2012.

Mayor

City Clerk

RESOLUTION APPROVING THE
CAPITAL IMPROVEMENT PLAN COVERING PERIOD OF 2013-2017

WHEREAS, the City of North Mankato has prepared a Capital Improvement Plan covering the period of 2013 through 2017; and

WHEREAS, during the preparation of the Capital Improvement Plan the City Council considered the following:

1. Condition of the City's existing infrastructure, including the projected need for repair or replacement,
2. Likely demand for the improvement,
3. Estimated cost of the improvement,
4. Available public resources,
5. Level of overlapping debt in the City,
6. Relative benefits and costs of alternative uses of the funds,
7. Operating costs of the proposed improvements,
8. Alternatives for providing services more efficiently through shared facilities with counties and other local governmental units; and

WHEREAS, the North Mankato City Council duly held a public hearing on the Capital Improvement Plan at 7 p.m. on December 17, 2012;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, that the Capital Improvement Plan for the period of 2013 through 2017 is hereby approved.

Adopted by the City Council this 17th day of December 2012.

Mayor

City Clerk

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 13B	Department: Interim Admin.	Council Meeting Date: 12/17/2012																																																															
TITLE OF ISSUE: Joint Economic Development Services Agreement Regarding the Greater Mankato Regional Marketplace																																																																	
BACKGROUND AND SUPPLEMENTAL INFORMATION: Attached is information from Greater Mankato Growth (GMG) related to participation in a Joint Services Agreement for economic development services. This issue was discussed at the December 3, 2012 City Council meeting and is being presented again for your consideration. Participation in the partnership in 2013 would cost \$29,403.																																																																	
<i>If additional space is required, attach a separate sheet</i>																																																																	
REQUESTED COUNCIL ACTION: Hold continued discussion on the Joint Economic Development Services Agreement																																																																	
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	<table style="width: 100%; border: none;"> <tr> <th colspan="5" style="text-align: center; padding: 5px;">SUPPORTING DOCUMENTS ATTACHED</th> </tr> <tr> <td style="width: 20%; text-align: center; padding: 5px;">Resolution</td> <td style="width: 20%; text-align: center; padding: 5px;">Ordinance</td> <td style="width: 20%; text-align: center; padding: 5px;">Contract</td> <td style="width: 20%; text-align: center; padding: 5px;">Minutes</td> <td style="width: 20%; text-align: center; padding: 5px;">Map</td> </tr> <tr> <td style="text-align: center; padding: 5px;"><input type="checkbox"/></td> <td style="text-align: center; padding: 5px;"><input type="checkbox"/></td> <td style="text-align: center; padding: 5px;"><input type="checkbox"/></td> <td style="text-align: center; padding: 5px;"><input type="checkbox"/></td> <td style="text-align: center; padding: 5px;"><input type="checkbox"/></td> </tr> <tr> <td colspan="2" style="padding: 5px;">Other (specify) _____</td> <td colspan="3" style="padding: 5px;">Agreement _____</td> </tr> <tr><td colspan="5" style="padding: 5px;">_____</td></tr> <tr><td colspan="5" style="padding: 5px;">_____</td></tr> <tr><td colspan="5" style="padding: 5px;">_____</td></tr> <tr><td colspan="5" style="padding: 5px;">_____</td></tr> </table>	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) _____		Agreement _____			_____					_____					_____					_____				
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1961 Premier Drive | Suite 100 | Mankato, MN 56001
PH 507.385.6640 | PH 800.697.0652 | FX 507.345.4451
greatermankato.com

November 19, 2012

Mayor Mark Dehen
City of North Mankato
1001 Belgrade Avenue
North Mankato, MN 56002-2055

**Subject: Additional information related to, and in response to questions regarding, the
Regional Economic Development Services Agreement**

Dear Mayor Dehen:

In response to our previous discussion, last week's regional EDA discussion which was reported on in the Mankato Free Press Friday, November 16, I am providing you with a number of materials as well as discussion points articulating Greater Mankato Growth's (GMG) perspective regarding regional economic development and our joint economic development services agreement.

Background:

GMG (via its predecessor organization, Greater Mankato Economic Development Corporation) was initially asked nearly eight years ago to consider how it might extend its services to the communities surrounding Mankato – North Mankato. After much discussion, with only those communities that were asking for such, three and a half years ago we formalized the Joint Services Agreement that serves as the guiding document for what today is known as the Regional Economic Development Alliance (REDAlliance).

After three and a half successful years, the current participants in the REDAlliance have expressed their support for this regional approach and approved continuation of the Joint Services Agreement (with revisions suggested by GMG that will be referenced in another section).

The REDAlliance relationship:

The model is based on trust and engagement of all participants, expecting high degree of both trust and engagement from each, thereby working as partners. When reading remarks previously made by Councilwoman Norland or Commissioner Knutson I hear them describing a vendor relationship. GMG is not, nor has it ever been, an advertising agency or marketing firm. GMG is in the relationship building business, dedicated to facilitating business development resources and opportunities fostering existing and new business growth in our regional marketplace.

Cities, commercial realtors, supply chain partners and many others along with GMG have a role to play in economic development...no single one of us can legitimately lay claim to being responsible for a business's growth or location. We can all be helpful, but ultimately it is the business that makes that decision. None of

us draws a business to the area (as the headline on page 5 of Friday's paper asks), the marketplace ultimately does. Rather our role is to be an advocate through branding, outreach efforts and relationship building.

In an effort to clarify the role GMG plays as an economic development organization we've recently used with success an analogy comparing the auto sales industry to the economic development industry (**see the attached – An Analogy**).

The Expectations:

Establishing clear expectations is critical to the success of any relationship. In the original Joint Services Agreement deliberate language was crafted to outline a number of considerations (e.g., purpose, guiding principles, each party's obligations, objectives and process, services, financial, governance, and more). In the revised Agreement, even more intentional effort was taken to both add value, services and clarity to the services that in particular GMG would provide.

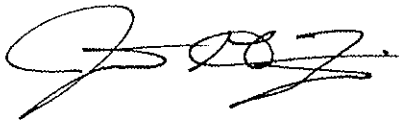
The entire Agreement establishes these shared expectations, but in particular I want to encourage a thorough review of the expectations outlined on pages 4 and 5 under the heading Economic Development Marketing, Communication and Program Services. This section articulates the extensive spectrum of work that GMG does in the economic development arena (**see the attached – Services Agreement**). It articulates the expectations our partners have of us, and to which we expect to be held accountable; which are well beyond a more narrow definition of advertising and marketing. A few examples within this section to highlight include:

- Our annual program of visits to existing businesses (we refer to it as Grow Minnesota) is one of the most consistent, extensive, and is lauded as a leader in the state. The majority of economic development comes from those businesses in your own backyard, so it is a critically important function (**see the attached – Grow Minnesota features**).
- We've also attached a summary, although not exhaustive of all interactions, of those business development interactions that have resulted in an economic development investment. Due to the confidential and trusted nature of our work with businesses, we are not able to provide the more complete stories when such may be shared in a public forum (**see the attached – Greater Mankato Growth - 5 Year Project Summary**).
- An indirect and related illustration of the global economic development results can be seen in a tool we have been updating and publishing monthly for the past three years (**see the attached – Greater Mankato Business Pipeline**).
- Positioning the marketplace to potential business development audiences is an ongoing strategy. For example, GMG recently worked with the editorial staff of Twin Cities Business Magazine, resulting in the recent special section in the magazine (**see attached – TCB feature article**).
- The web presence, resources and information GMG offers and maintains is extensive and among the most complete in the industry. Following the redesign of our website to make it more business development centric we also subscribed to online GIS Planning and property listings services that is the preferred tool used by site selectors and business development specialists across the country. Minnesota is one of only five states in the nation to implement use of this tool, and Greater Mankato is one of only three communities in the state to subscribe to a package offering tools and information beyond the basic interface tool (Greater MSP and Albert Lea being the others), and comes with a price tag in excess of \$8,000 annually (**see the attached - web presence and related analytics**).

I do hope my remarks and attachments are able to help establish a better understanding of GMG's role and impact. When the expectations within the Services Agreement align with the expectations of our current and future community participants then it is, and has proven to be, an arrangement to which all parties come to enthusiastically. If the City of North Mankato sees itself embracing the purpose, intent and participant interactions articulated within the Agreement then Alliance will be pleased to have the City of North Mankato as a member in 2013.

Please don't hesitate to let me know how I can be of further assistance.

Respectfully,

A handwritten signature in black ink, appearing to read 'J. Zierdt', with a stylized flourish at the end.

Jonathan G. Zierdt
President & CEO
Greater Mankato Growth

An Analogy

describing the roles of various "players" in the economic development

The difference between what cities do and what we at GMG do as an economic development organization for the region, is we work to attract new businesses here and help existing businesses grow and thrive. Once they become interested in building a new business or expanding an existing business here, we serve as an advocate for that business – providing information and leveraging the connections we have to bring the right people together (city officials, members of our regional economic development alliance, commercial realtors, state agencies, supply chain partners, financing options...)

Described another way; for example using the analogy of a business being a person looking for a car. They might go on the web and search for the type of car they want (businesses have stated they've chosen our community, just based on the information GMG has on its website), then when they've narrowed it down to a few models and the types of features they want, they might contact each particular manufacturer's customer service center (by phone or via the web) to find out more and learn about the different places where they can purchase the vehicle they want. That's all GMG. GMG promotes the region, provides information about the region and works with the business to connect them to the appropriate resources, including cities. That's where the handoff happens. City officials are like the individual car dealer, who offers incentives, financing options, can tell you details about the individual car you're looking at, while it's sitting there on the lot...etc.

JOINT ECONOMIC DEVELOPMENT SERVICES AGREEMENT REGARDING THE GREATER MANKATO REGIONAL MARKETPLACE

THIS JOINT ECONOMIC DEVELOPMENT SERVICES AGREEMENT
REGARDING THE GREATER MANKATO REGIONAL MARKETPLACE (this "Agreement")
is made and entered into this ____ day of _____ 2012, by and among Greater Mankato Growth,
Inc. and the governmental entities listed herein under the heading "Definition of Greater Mankato
Regional Marketplace" and who execute this Agreement (collectively "cities and counties" or in the
singular a "city or county")

WHAT WE AGREE TO

Purpose

It has become broadly accepted, embraced and understood that economic prosperity and activities do not stop at jurisdictional boundaries. Rather our economic and community prosperity lies in the success of our collective marketplace.

For this reason, the parties wish to facilitate economic development of the communities that make up the Greater Mankato Regional Marketplace. This endeavor will offer a "forum to strategically facilitate individual and regional assets and opportunities" for the purpose of business development and will enable us to enhance our future economic prosperity.

Guiding Principles

- **economic prosperity** – economic prosperity and continued strategic development and redevelopment are goals common to the interest of our individual entities, with regional economic prosperity strengthening all communities
- **atmosphere of cooperation** – to promote an atmosphere of cooperation in pursuit of economic development in the Greater Mankato area, while seeking to ensure a cooperative and equitable approach to development of the cities and counties
- **unique strengths and characteristics** – we must foster relationships which allow contribution of our individual expertise toward the common goal and promote the individual strengths and unique characteristics of each entity to best match potential development prospects with sites and services to fit their needs
- **direct technical assistance** – cities and counties will provide the direct development assistance necessary in potential facility siting, improvements and public financing, and will work to provide a smooth transition from the development and marketing effort to the ultimate acquisition of a site/facility for a development prospect
- **efficient and effective delivery** – successful economic development processes and marketing can best be achieved through cooperative efforts focused on increasing the tax base, growing the primary economy, and providing employment in the Greater Mankato Regional Marketplace.

Definition of Greater Mankato Regional Marketplace

In December, 2008 the Federal Government designated Mankato – North Mankato as a Metropolitan Statistical Area (MSA), including all of Blue Earth and Nicollet counties and those communities immediately adjacent.

Consistent with this designation, the parties as communities within that geography wish to participate in this Agreement, and further acknowledges there may be additional communities outside of and adjacent to this geography that we collectively agree are integral to the marketplace.

The cities, counties and government entities participating in this revised Agreement (original agreement dated September 2009) are as follows:

- Blue Earth County
- City of Eagle Lake
- City of Lake Crystal
- City of LeSueur
- City of Madison Lake
- City of Mankato
- City of North Mankato
- City of Saint Peter
- Region Nine Development Commission (advisory only, unless fiscal participation)

General Context and Parameters of the Parties Obligations

Greater Mankato Growth, Inc.'s (GMG) principal responsibility under this Agreement is to provide, marketing efforts (as described herein) relating to economic development of the overall regional marketplace, cities, and counties, including the development and implementation of programs that identify and support expansions and new business in the community and region, whether from firms currently operating locally or through recruitment of new enterprises. In carrying out its responsibility, GMG agrees to serve as the primary contact for expanding and locating private sector firms. This includes all prospects whether or not they are derived directly from the development and marketing programs established by GMG and this Agreement. Participants of this Agreement acknowledge economic development is a collaborative endeavor and understand GMG does not itself have all the necessary resources (i.e. sites, buildings or financial resources) available for projects, but rather will serve as a facilitator, working with the parties and/or providers of these resources to best serve the need of new, expanding or locating companies.

The cities and counties are responsible for the execution of their municipal regulatory duties and provision of public services in support of local economic development. The cities and counties agree to administer their individual economic development programs and initiatives, business permit/licensing functions in a manner that encourages business expansion and new business starts consistent with their responsibility to protect the health and safety of local residents. Further, the cities and counties agree to the extent practical, to coordinate their infrastructure development and redevelopment programs with the needs of expanding and locating businesses.

This Agreement and the development process apply to economic development and marketing services related to the primary/industrial economy including job creating service sector businesses. Consumer retail store and professional service sector development are not encompassed as the chief focus in this Agreement; however, GMG can provide a platform for supporting and showcasing the communities' opportunities and assets. To this end GMG will assist as able with the development and redevelopment of the central place functions of each of the cities (e.g. housing, main street businesses, implement dealers). Each of the cities and counties will continue to be the primary entity responsible for guiding commercial and professional service sector development or overall redevelopment in their respective city or county.

STRATEGIC FOCUS OF THE PARTIES

Objective & Strategic Areas

To retain and grow the primary economic base of the Greater Mankato Regional Marketplace.

1) **Business Retention**

To retain and expand the existing business base, and includes such activities as conducting regular business visits (i.e. Grow Minnesota! Visits), and facilitating resources and services for expansion or other business development assistance.

2) **New Enterprise & Emerging Business Development**

To nurture the development of entrepreneurial and new enterprise activity by assisting and serving as a resource for connecting such to the extensive business development resources and tools available in or connected to the regional marketplace (e.g., Small Business Development Center).

3) **New Business Development**

To attract non-local businesses to the marketplace through proactive marketing and recruiting strategies, as well as supporting and facilitating responses to development opportunities from businesses that approach/contact the cities, counties or GMG.

The Business Development Process

Expansion of existing businesses:

1) Expansion requests from an existing business may happen directly between the business and its current city or county or between the business and GMG.

- a. If the city or county is contacted directly by the business, GMG will be involved if determined necessary by the parties, but at minimum will be kept informed by the applicable city or county.
- b. If GMG is contacted by the business, GMG will first be an advocate and facilitator for expansion within the existing city or county.

2) If the city or county in which the business currently exists is not able to meet the business' facility or expansion needs, then GMG will facilitate exploration of alternative considerations with other entities. (Note: consistent with the guiding principles of the parties contained in this Agreement, cities and counties will not engage in relocating a business from one city or county to another but rather provide proposals when GMG invites such).

Locating businesses into the area from outside of the regional marketplace:

- 1) GMG will act as an advocate for the cities and counties in the marketing and recruitment of new businesses and will coordinate closely with the staff of each entity to reflect the opportunities of each as desired.
- 2) GMG will receive prospects resulting from its business development and marketing efforts and programs, as well as the Minnesota Department of Employment and Economic Development (DEED) or other development entities, and will inform the cities and counties meeting the specified development criteria of the potential new business. Those cities and counties will then have the opportunity to assemble a competitive proposal through a standardized and coordinated process to attract the business.
- 3) At the time a city or county is selected by a business, the entity and business will discuss and finalize incentives and the locating of the business.

Economic Development Marketing, Communication and Program Services

GMG's economic development marketing and communications strategy and responsibilities will be as follows:

- Marketing and Communications:
 - GMG will develop a comprehensive marketing and communications plan, updated as needed with input from the cities and counties. The plan will market the collective strengths of the regional marketplace as a site for growing or expanding an existing business or locating potential businesses, organizations and site selectors from outside and within the regional marketplace. The plan will include goals, objectives and a comprehensive strategy for communicating to key audiences with consistent messaging and the most effective tactics that make the best use of our collective marketing resources. Tactics that may be considered in this plan include, but are not limited to: advertising, internet, press releases, relationship marketing, special events and direct mail. GMG will provide periodic reports on the achievement of the objectives outlined in this plan.
 - GMG has redesigned and retooled its website to be increasingly business development centric and as such will continue to be positioned as a one stop, comprehensive location that site selectors and organizations can visit to learn about the collective assets of the marketplace and individual strengths of the cities and counties.
 - GMG has invested in an annual website interface and tool (GIS Planning) to provide an efficient means for each of the cities and counties, as well as other property owners and agents, to update their information on available properties on line thereby creating a comprehensive area-wide inventory. This information will be available on the Greater Mankato Growth web site, MNPROspector and ZoomProspector providing greater visibility to site selectors and organizations who might consider building or expanding their business anywhere in our regional marketplace.
 - GMG will work with the cities, counties and other entities a part of or related to this agreement to establish links to it tools and resources via their respective online tools.

- GMG will maintain copies of closed or pending project files or other mechanisms, enabling the cities and counties to be advised of the ongoing business development opportunities resulting from its economic development marketing and communications efforts.
- Program Services:
 - GMG will facilitate initiatives targeted at retaining and growing existing businesses, including an annual program of company visits for the purpose of assessing individual and area business needs as well as identifying potential development and expansion opportunities. These visits will be coordinated with the primary city or county in which the business is located.
 - GMG, in support of business development and with respect to the balance of membership offerings versus general economic development offerings, will continue to bring to the regional economic development strategy initiatives and programming that have a direct impact on the development of business. Such initiatives may include: supply chain development, workforce / talent development (including promotion and development support of directly related housing efforts), and further development of an annual regional economic development “forum”.
- GMG will provide the cities and counties with an annual report, providing outcomes and impact from the previous year.

FINANCIAL OBLIGATIONS AND ADVISORY COMMITTEE

Financial

The cities and counties agree to share in funding and payment of the economic development services described in this Agreement with Greater Mankato Growth, Inc. Accordingly, each City and County agrees to pay Greater Mankato Growth, Inc. on an annual basis, which shall be invoiced by Greater Mankato Growth, Inc., that amount set forth in Addendum 1 which describes the funding calculation/amounts).

Governance

Greater Mankato Growth, Inc. Board of Directors

- A representative of the cities and counties (selected as provided below) will be an ex officio Director(s) with full voting rights and privileges. One (1) such ex-officio Director will be added for the first six (6) cities and counties, and two (2) ex-officio Directors added if there are seven (7) or more cities and counties.

Advisory Committee

- The cities and counties will establish an Advisory Committee. The Advisory Committee will be comprised of a GMG board member and one governmental member from each of the cities and counties along with the appropriate staff participant for each.
- The Advisory Committee will select a Chair and Vice-Chair for meeting administration.
- This Advisory Committee will meet on an as needed basis to discuss issues related, but not limited to, inviting additional entities beyond the initial cities and counties to join the Advisory Committee and/or become parties to this Agreement, funding and amendments to this Agreement.

"Staff" Operating Interaction

In addition to regular interaction between the cities and counties and Greater Mankato Growth staff, GMG will facilitate monthly meetings of the "economic development staff" of the cities and counties to discuss business prospects, share information on pending economic development projects, develop appropriate responses, and provide updates.

Term, Termination and Prior Agreements

The term of this Agreement shall commence on the 1st day of January 2013 and continue until the 31st day of December 2015. Notwithstanding the forgoing, any party may terminate this Agreement annually before the end of the calendar year by providing ninety (90) days advance written notice to the other parties. Additional government entities may be added, at any time, as parties to this Agreement with the written consent of the all the cities, counties and entities then parties to this Agreement and upon execution of a document pursuant to which such additional person agrees to be bound by the terms of this Agreement.

Unless terminated sooner, this Agreement will automatically renew for an additional one year term, and any per capita fee increases will be mutually agreed upon by all parties.

When executed by the parties this Agreement will supersede and replace the existing Joint Economic Development Services Agreement dated September 30, 2009 – December 31, 2012.

Miscellaneous

This Agreement shall constitute the entire agreement between the parties and supersede all prior agreements. This Agreement shall be governed by, construed, and enforced in accordance with the laws of the State of Minnesota. This Agreement may be executed in several counterparts, including facsimile counterparts, and signatures, each of which shall be deemed to be an original copy, all of which together shall constitute one Agreement binding on all parties hereto, notwithstanding that all parties shall not have signed the same counterparts.

IN WITNESS WHEREOF, this Agreement has been executed as of the date set forth opposite a parties signature.

Blue Earth County

Mark Piepho Date
Chair – Board of Commissioners

Robert W. Meyer Date
County Administrator

City of Eagle Lake

Tim Auringer Date
Mayor

Sack Thongvanh Date
City Administrator

City of Lake Crystal

Brad Ahrenstorff Date
Mayor

Bob Hauge Date
City Administrator

City of LeSueur

Bob Oberle Date
Mayor

Rick Almich Date
City Administrator

City of Madison Lake

Kenneth Reichel Date
Mayor

Kelly Steele Date
City Administrator

City of Mankato

Eric Anderson Date
Mayor

Patrick Hentges Date
City Manager

City of North Mankato

Mark Dehen Date
Mayor

Date
City Administrator

Timothy Strand
Mayor

Todd Prafke
City Administrator

Greg Kutcher
Chair – Board of Directors

Jonathan G. Zierdt
President & CEO

Regional Economic Development Agreement
DRAFT 08/07/2012, rev NM estimate 11/18/2012

Regional Economic Development Agreement DRAFT 08/07/2012, rev NM estimate 11/18/2012												
participating entity	2010 Census *	2011 Estimate *	2000 - 2011 % Change (11 year avg.)	per capita	Currently - 2012		2013		2014		2015	
					estimated population (prior agrmt)	annual rate	estimated population (2011) *	annual rate	estimated population (2012)	annual rate	estimated population (2012)	annual rate
Mankato	39,309	39,628	2.0%	4.38	38,040	\$166,615	39,628	\$173,571	40,428	\$177,075	41,244	\$180,649
				at 50% of rate								
Eagle Lake	2,422	2,482	3.5%	2.19	2,385	\$5,223	2,482	\$5,436	2,570	\$5,628	2,661	\$5,827
Lake Crystal	2,549	2,540	0.5%	2.19	2,720	\$5,957	2,540	\$5,563	2,551	\$5,588	2,563	\$5,613
Madison Lake	1,017	1,033	2.1%	2.19	1,025	\$2,245	1,033	\$2,262	1,055	\$2,310	1,077	\$2,360
Amboy	534	533	-0.7%		262							
Good Thunder	583	580	-0.2%		318							
Mapleton	1,756	1,761	0.4%		1,654							
Pemberton	247	248	0.1%		263							
Skyline	289	285	-1.2%		283							
St. Clair	868	871	0.5%		558							
Vernon Center	332	331	-0.7%		318							
Blue Earth County	64,013	64,383	1.4%									
Blue Earth County (less population of cities above)	14,107	14,091	0.1%	2.19	14,137	\$30,960	14,091	\$30,859	14,112	\$30,905	14,133	\$30,952
North Mankato	13,394	13,426	1.3%	2.19	12,712		13,426	\$29,403	13,594	\$29,772	13,765	\$30,145
Saint Peter	11,196	11,459	1.6%	2.19	11,484	\$25,150	11,459	\$25,095	11,640	\$25,492	11,824	\$25,895
Nicollet County (less population of cities above)					6,392	\$5,000						
LeSueur	4,058	4,045	0.3%	2.19	4,454	\$9,754	4,045	\$8,859	4,057	\$8,884	4,068	\$8,909

* Source: <http://www.demography.state.mn.us/estimates.html>

CONFIDENTIAL
Greater Mankato Growth - 5 Year Project Summary
September, 2012

*Examples where GMG has been directly connected to activities
resulting in additional business development:*

Existing Business Expansion (complete or in process*)

Angie's Artisan Treats, LLC	expansion and relocations of administrative functions
Associated Finishing, Inc.	expansions
Blue Star Power Systems	expansion supply chain
Cambria/Davis Family Expansions	expansions in all businesses supply chain
Coughlan Companies	corporate headquarters relocation to Taylor facility warehouse/distribution building
EI Microcircuits	expansions supply chain
Jordan Sands *	new business
Lindsay Windows and Doors	expansion
LJP Enterprises	relocation and expansion supply chain
MTU OnSite Energy	consolidation of warehouse space expansion plans supply chain assistance
Saugus2 *	new business

Thin Film Technologies	purchase from their parent company
Verizon Wireless	retention and employment expansion
Vetter Stone *	new business
Wornson & Polzin Dental Labs	new building and ownership changes supply chain assistance

New Business

Agristrand Biocomposites	purchase of former Environ/Phoenix assets supply chain connections workforce expansion
Calpine Corporation	new business expansion
Kato Cable	new facility supply chain
Mankato Brewery	new business building improvements
Wal-Mart Foods Distribution Center	880,000 square foot new facility supply chain related projects:: <ul style="list-style-type: none"> - Ziegler/Caterpillar, - Timppe, Inc., - North Central International, - Allstate Peterbuilt - Minnesota Truck & Tractor, Inc.

***Examples where GMG has been indirectly connected to activities
resulting in additional business development:***

Existing Business Expansion

Kato Engineering	expansion supply chain
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Mayo Clinic Health Systems	expansions
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Minnesota State University, Mankato	expansions supply chain
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New Business (announced and in progress)

Avant Energy/Minnesota Municipal Power Agency Bioenergy Project	supply chain
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Greater Mankato Business Pipeline

The following chart illustrates business/development investments occurring since January 1, 2010 or announced for future development. (Updated: 11/19/2012)

Company	Location	Description	Project Timeline		Estimated Construction Costs (\$)	Type of Construction
			Work Underway	Project Target Completion		
Primary Economy						
2012						
Agristand Mankato, LLC	221 Mohr Drive	Mankato	underway	Complete		Renovation
Rooms & Rest	North Riverfront Drive	Mankato	Fall, 2012	Complete		Renovation
Cambria (confidential)		Le Sueur				Expansion
Le Sueur MILPA Digester Project	Le Sueur	Le Sueur	2012	2012		New
A&P Machine	101 Summit Avenue	Mankato	Summer, 2011	Winter, 2011		New
Associated Finishing	Rock Street	Mankato	underway	January, 2013		Expansion
Dolson Co.	200 Rock Street	Mankato	underway	December, 2012		New/Expansion
DuPont Corn Research Center		Mankato	Corn research center	Mid-2013		Expansion
El Microcircuits	69 Power Drive	Mankato	Manufacturer	June, 2012		Expansion
Mankato Energy Center (Calpine)	One Fazio Lane	Mankato	Power Plant	Fall, 2011		New
Mankato Regional Airport	3140 Airport Road N	Mankato	Regional Airport			New/Renovation
Wal-Mart Distribution Center	County Rd. 3	Mankato	Grocery distribution facility			New
Davis Family Danies	Nicollet County		Commercial dairy operation			New
Cernisone Products Co	Howard Drive West	North Mankato	Sales/showroom concrete products	underway		New
Lindsay Windows & Door	Commerce Drive	North Mankato	screens & vinyl windows	underway	Spring, 2012	New

* data on some of the above projects is not yet available; the current sub-total on square feet is for 10/15 projects, and construction costs for 9/15 projects

Primary Economy 2011						
CHS Hydrogenation Addition	2020 S. Riverfront Drive	Mankato	Complete	Complete		New
Hollmeyer Construction	3301 3rd Avenue	Mankato	Complete	Complete		New
ISJ Hanger at the Mankato Regional Airport		Mankato	Complete	Complete		Renovation
Mankato Construction	327 N. Riverfront Dr.	Mankato	Complete	Complete		New
Volk Transfer	2205 7th Avenue	Mankato	May, 2011	Complete (Fall, 2011)		New
Costumes Galore		North Mankato	Trucking/logistics	Complete		Expansion
Coughlan Companies	1710 Roe Crest Drive	North Mankato	Warehouse & distribution	Complete (Spring, 2011)		New
Enrico Racini	Webster	North Mankato	clothing warehouse & distribution	Complete (Fall, 2011)		New
Kato Engineering		North Mankato	Industrial	Complete (December, 2011)		Renovation
LJP		North Mankato	Brewery - Beer	Complete (Fall, 2011)		New
Mankato Brewery	1119 Center Street	North Mankato		Complete (December, 2011)		Renovation
ZieglerCat	2145 Howard Drive West	North Mankato	Production/Manufacturing	Complete (March, 2011)		New
Jari, USA	430 Ritt Street	Saint Peter		Complete		Renovation
Sub-Total *					440,926	\$11,048,900

* data on some of the above projects is not yet available; the current sub-total on square feet is for 12/13 projects, and construction costs for 8/13 projects

Primary Economy 2010						
Blue Star Power Systems, Inc	Lake Crystal		Complete	Complete		Renovation
Pro-Fabrication	201 First Street	Madison Lake	Winter, 2010	Complete		New
All American Foods	121 Mohr Drive	Mankato	Industrial	Complete		Renovation
Downs Food Group	54934 210th Lane	Mankato	Complete	Complete		Renovation
Frito Lay	89 Power Drive	Mankato	Warehouse /Distribution	Complete		New
Minnesota Elevator Inc.	19336 607th Ave	Mankato	Industrial	Complete		Renovation
MSU Mankato	109 Center of Renewable Energy	Mankato	Auto Emission and IRET1 Labs	Complete		New
Turco Construction	708 S. Front Street, Suite 5	Mankato	Construction	Complete		Renovation
Verizon	2000 Technology Drive	Mankato	Office - Call Center Expansion	Complete		Renovation
Creation Technologies		Saint Peter	Electronic Components	Complete		New
Gustavus Adolphus College		Saint Peter	Academic Building	Complete		New
State of Minnesota		Saint Peter	Nursing Home	Complete		New
Sub-Total *					240,369	\$3,421,800

* data on some of the above projects is not yet available; the current sub-total on square feet is for 8/12 projects, and construction costs for 7/12 projects

Primary Economy Total 2,145,667 \$107,801,900

Greater Mankato Business Pipeline

The following chart illustrates business/development investments occurring since January 1, 2010 or announced for future development. (updated: 11/19/2012)

Company	Location	Description	Professional / Service Economy		Project Timeline	Square Feet	Estimated Construction Costs (\$)	Type of Construction
			Work Underway	Project Target Completion				
2012								
Affordable Towing	600 Summit Avenue	Towing Service	May, 2011	Complete				New
Coldwell Banker Fisher Group	1981 Premier Drive, Suite 404	Commercial Realtors & Property Management	September, 2012	Complete				Renovation
Gateway 19	607 S. Front Street	Photography	Summer, 2011	Complete				Renovation
Heco Building Redevelopment	129 E. Hickory Street	Office		Complete				Renovation
Jackson Street Apartments	201-281 Butlerworth Street	Apartments	March, 2012	Complete				New
Mayo Clinic Health System	1025 Marsh Street	Medical - Emergency Room	August, 2010	Complete				New/Renovation
MSU Mankato	Mankato	Residence Hall	September, 2010	Complete				New
Public Safety Center	710 S. Front Street	Government	January, 2012	Complete				New
Quick Lane - Construct Tire & Auto Center	1925 Madison Avenue	Tire & Auto Center	underway	Complete				Renovation
US Bank	115 Hickory Street	Financial institution	Spring, 2012	Complete				Renovation
Natural Pathways	229 Belgrade Avenue	Holistic Wellness Center	January, 2011	Complete				Renovation
North Mankato Animal Hospital	1765 Commerce Dr	Animal Health	Fall, 2011	Complete				Renovation
Arrow Ace Hardware Offices	200 S. Minnesota Ave	Hardware Store	underway	Complete				Renovation
Benetech Health Services	1306 North Sunrise Drive	Senior Housing	underway	Complete				New
Counseling Services of S. Minnesota	1306 Marshall Street	Mental Health Services	July, 2011	Complete				New
Ecumen Prairie Hill	1305 Marshall Street	Senior Housing w/Services	underway	Complete				New
Fantastic Sam's	Minnesota Avenue	Hair Salon	underway	Complete				New
Fostering Professional Development	603 North Minnesota Ave	Continuing Education Training	September, 2011	Complete				New
Gustavus Adolphus College	Saint Peter	Academic Building	underway	Complete				New
Hesse Insurance	211 West Nassau	Insurance	Fall 2012	Complete				Renovation
Serv Boutique	213 S. Minnesota Ave	Seamstress	Fall 2012	Complete				Renovation
Sioux Trails Mental Health Center	1301 Marshall Street	Mental Health Services	October, 2011	Complete				New
Zander State Farm Insurance	319 S. Minnesota Street	Insurance		Complete				Renovation
Mankato Loyola Catholic Schools	145 Good Counsel Drive	Education	July, 2010					New/Renovation
Rabco Apt Financial	151 St. Andrews Ct 110	Financial institution		November, 2012				New
Shiley Parkway Apartments	410 Shiley Parkway	Apartment complex	underway	Winter, 2012 or Spring, 2013				New
Western Specialized	111/121 Summit Avenue	Trucking Service	underway					New
Mapleton Community Home (former coin laundry)	301 Treondie Street SW	Assisted Living - health & wellness	underway					Renovation
(former Dollar Store)	Belgrade Avenue	Commercial		Spring, 2011				Renovation
Benson Park Apartments	Carlson Drive	Apartment complex	underway	Spring, 2012				New
Pioneer Bank	1735 Commerce Drive Mankato	Financial institution	February, 2013					Expansion
City of St. Peter - Substations	Saint Peter	Water Treatment Plant		November, 2010				New

* data on some of the above projects is not yet available; the current sub-total on square feet is for 16/33 projects, and construction costs for 15/33 projects

Professional / Service Economy

2011								
Bremer Bank	1290 Raintree Road	Financial	Fall, 2011	Complete				New
Commercial - Residential	251 Bunting Lane	Retail 1st Floor - Apts. Above		Complete				New
Commercial - Residential	261 Bunting Lane	Retail 1st Floor - Apts. Above		Complete				New
I & S Group	129 E. Hickory Street	Architects / Engineers		Complete				Renovation
J&B Homes Real Estate	Graiff Building, 3 Civic Center Plaza Mankato	Office - Real Estate	Fall, 2011	Complete				Renovation
MSU Mankato - CSU Ballroom Renovation	Mankato	Residence Hall	underway	Complete				Renovation
Office Building (former KFC)	Mankato	Office	underway	Complete				Renovation
Sterling Medical - VA Clinic	1951 Premier Drive	Medical		Complete				Renovation
Brunton Architects	Belgrade Avenue	Prof. Services / Residential		Complete				New
Do-it-yourself car repair	3331 Webster Ave	Auto Repair		Complete				Renovation
LJP	3331 Webster Ave	Recycling & Waste Services	underway	Complete				New
Parkview Manor	600 South Fifth Street	Child Care Center	October, 2010	Complete				Renovation
Saint Peter Community Child Care	Saint Peter	Offices		Complete				New
Shilo's Hope, Inc.	1304 Marshall Street	Offices		Complete				New
Sub-Total *						42,341	\$3,948,400	

* data on some of the above projects is not yet available; the current sub-total on square feet is for 6/14 projects, and construction costs for 7/14 projects

Greater Mankato Business Pipeline

The following chart illustrates business/development investments occurring since January 1, 2010 or announced for future development. (Updated: 11/19/2012)

Company	Location	Description	Professional / Service Economy			Estimated Construction Costs (\$)	Type of Construction
			Work Underway	Project Target Completion	Square Feet		
2010							
Elementary School - Eagle Lake	Eagle Lake	Elementary school		Complete			Renovation
LS Engineers	228 Main St. North	Office		Complete			Renovation
Advanced Pain Management	1400 E Madison Ave, Suite 402	Health & Wellness		Complete			Renovation
AgStar - GMBDC	1961 Premier Drive	Office		Complete			Renovation
Alliance Contracting	Mankato	Contracting		Complete			New
Behind the Lens	Mankato	Photography		Complete			Renovation
Bethany Lutheran College	611 Riverfront Dr. N.	Academic building		Complete			New
Blue Sky Broadband	Luther Dr.	Office		Complete			Renovation
Blue Sky Broadband	1961 Premier Drive, Suite 10	Retail		Complete			Renovation
Canopy Consulting	1600 Warren St, Suite 10	Consultants		Complete			Renovation
Colonial Life	1961 Premier Drive, Suite 250	Insurance		Complete			New
Corporate 4	417 N Riverfront Dr	Insurance		Complete			New
Daniel Dismore Photography	501 N. Riverfront Drive	Photography		Complete			Renovation
Elementary School - Rosa Parks	321 Riverfront Dr. N.	Elementary school		Complete			New
Gibbel Chiropractic	Heron Drive	Chiropractic		Complete			Renovation
ISJ Mayo Health System	106 Main Street, Suite 106	Medical Expansion		Complete			New
Jones & Magnus	1025 Marsh Street	Office - Attorney		Complete			Renovation
Lamm, Nelson & Cich Attorneys	212 Madison Avenue	Attorney		Complete			New
Lee's Champion Tae KwanDo Academy	151 St. Andrews Ct. Ste 1310	Fitness		Complete			Renovation
MINDOT - District 7	120 N. Augusta Ct.	Government		Complete			New
Oleson + Hobbie Architects	2151 Bassett Drive	Architect		Complete			Renovation
Region Nine Development Comm.	330 Stadium Road, Suite 203	Office		Complete			Renovation
Riverside Regional Pet Shelter	10 Civic Center Plaza	Animal shelter		Complete			New
Wasko Heating & Cooling	1250 N. River Dr.	Office/Shop		Complete			New
Wells Fargo Bank	601 Poplar St.	Bank		Complete			New
CTS	1901 Bassett Drive	Computer		Complete (December, 2010)			New
Margold Development - Phase 1/3	200 Belgrade Avenue	Retail / Residential	July, 2010	Complete			New
Northview Funeral & Cremation Service	2060 Commerce Drive	Mortuary		Complete			New
Tripte	2225 Howard Drive West	Automotive Repair		Complete			New
Autotronics	927 North Riverfront Drive	Convenience Store / Car Wash		Complete			New
Kwik Trip	Minnesota Avenue	Mental Health Services		Complete			New
Sioux Trails Mental Health	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	622 North Sunrise Drive	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation
Thrivent Financial	Saint Peter	Financial Advisors		Complete			Renovation

* data on some of the above projects is not yet available; the current sub-total on square feet is for 24/33 projects, and construction costs for 22/33 projects

Professional / Service Economy Total * 1,052,797 \$152,503,271

Greater Mankato Business Pipeline

The following chart illustrates business/development investments occurring since January 1, 2010 or announced for future development. (updated: 11/19/2012)

Company	Location	Description	Project Timeline		Estimated Construction Costs (\$)	Type of Construction
			Work Underway	Project Target Completion		
Retail / Consumer Economy						
2012						
Chaukaska Creek Ranch & Winery	Kasota	Winery	underway	Complete		New
Asiana Buffet & Grill	1010 Raintree Road	Bar & Grill	Summer	Complete		Renovation
Bent River Outfitter	530 N. Riverfront Drive	Recreation / Outfitter	Summer/ Fall, 2011	Complete		Renovation
Berry Blendz	River Hills Mall	Restaurant	Fall, 2012	Complete		Renovation
Bull Puck's	410 S Front Street	Restaurant	Fall, 2012	Complete		Renovation
Courtyard by Marriott	901 Raintree Road	Hotel		Complete		New
Earth Sound	River Hills Mall	Retail	February, 2012	Complete		Renovation
Goodwill	2024 Adams Street	Retail	Fall, 2012	Complete		New
Heartbreaker	1860 Adams Street	Retail	February, 2012	Complete		Renovation
Indigo Organic	1541 E Madison Ave	Retail		Complete		Renovation
Kabob's Saloon and Stevier	530 S. Front Street	Restaurant	Fall, 2011	Complete		Renovation
Kohl's	1921 Bassett Drive	Retail	January, 2012	Complete		Renovation
Le Nails	500 Raintree Rd, Suite 45	Service	Fall 2012	Complete		Renovation
Pond Road Antiques	111 Butterworth Street	Retail	Fall, 2012	Complete		Renovation
Salvage Sisters	613 Riverfront Drive	Retail	Fall, 2012	Complete		Renovation
Tandem Bagels	200 E Walnut	Restaurant	Fall, 2011	Complete		Renovation
Target (grocery)	River Hills Mall	Retail	December, 2011	Complete		Expansion
Aldate Peterbilt	Howard Drive	Retail	Summer, 2011	Complete		New
Great Wall	1814 Commerce Drive	Restaurant	Fall, 2012	Complete		Renovation
4 the team	219 Park Row	Women's Apparel	September, 2010	Complete		New
Sahama Mama's	220 South Minnesota Avenue	Restaurant/Bar	Fall, 2012	Complete		Renovation
Inspire Bridal	204 S. Minnesota Ave	Bridal		Complete		Renovation
Jake's Pizza	119 West Broadway Ave	Restaurant	June, 2011	Complete		New
Papa Murphy's	Minnesota Ave	Restaurant	Fall, 2012	Complete		New
Riley/Tanis PA	324 South Minnesota Ave	Law Office	September, 2011	Complete		Expansion
Axel's Bonfire	1910 Premier Drive	Restaurant	underway	November, 2012		Renovation
Burger King	1318 Riverfront Drive	Restaurant	underway			Renovation
Cherry Berry frozen yogurt shop	501 Holly Lane (new retail ctr)	Restaurant	underway	Fall, 2012		Renovation
Commercial Property - Near MSU	Monks Ave & Stadium Road	Ship Mall/Student Housing	Summer, 2012	Fall, 2012		Expansion
Commercial Retail Building	501 Holly Lane	Commercial building	underway			New
Day Break Cafe	Bunting Lane	Internet Cafe	underway	May, 2012		Renovation
Dickey's Barbeque Pit	501 Holly Lane (new retail ctr)	Restaurant	Fall, 2011	Fall, 2012		Renovation
Finish Line	1850 Adams Street, Suite 414	Retail				Renovation
Jimmy Johns	Victory & Madison Ave	Restaurant	Fall, 2012			Renovation
Mankato Place Downtown Mall - Alrium	10 Civic Center Plaza	Retail				Renovation
Miracle Ear (former Burger King)	Madison Ave	Retail				New
Panda Express (pending approval)	1810 Madison Avenue	Restaurant	Fall, 2012			New
Pawn America	1408 Madison Avenue	Retail				Renovation
Plaza Garibaldi (confidential)	1404 Madison Ave	Restaurant	underway			Renovation
Taco Bell	1819 Madison Avenue	Restaurant	underway	Fall, 2012		Renovation
The Boulder Tap House	291 St. Andrews Drive	Restaurant	underway			Renovation
X-Force Fitness	103 Homestead Road	Retail	underway			Renovation
YMCA	1401 Riverfront Dr. S	Service	underway	December, 2012		Renovation
Erberts & Gerberts	1710 Commerce Dr	Restaurant	underway	Summer, 2012		Expansion
Expressway Gas Station & Convenient Store	Commerce Drive	Commercial Office Space	underway			Renovation
RDO Equipment	1910 Lor Rey Drive	Heavy Equipment Distributor	underway			New
Cherry Berry frozen yogurt shop	Minnesota Ave	Restaurant	underway	Fall, 2012		New
Shopsko	Minnesota Ave	Retail	Spring, 2013			New

Sub-Total * \$10,752,300

184,303

* data on some of the above projects is not yet available, the current sub-total on square feet is for 12/48 projects, and construction costs for 18/48 projects

Greater Mankato Business Pipeline

The following chart illustrates business/development investments occurring since January 1, 2010 or announced for future development. (updated 11/19/2012)

Company	Location	Description	Project Timeline		Estimated Construction Costs (\$)	Type of Construction
			Work Underway	Project Target Completion		
Retail / Consumer Economy						
2011						
Danish Salons	114 S Agency street	Eagle Lake Service		Complete		Renovation
Slacy Kuthesh Photography	114 S Agency street	Eagle Lake Service		Complete		Renovation
A&T Auto	104 E.Vine Street	Automobile Service		Complete		Renovation
Applebee's	1900 Adams Street	Restaurant	June, 2011	Complete		Ext erior Renovation
Applebee's	1900 Adams Street	Restaurant	September, 2011	Complete		Renovation
Best Buy Mobile	1850 Adams Street, Suite 430	Retail		Complete		Renovation
Complete Nutrition	121 Sioux Road	Retail		Complete		Renovation
CVS	1175 Madison Ave.	Retail		Complete		New
CVS	1614 Monks Avenue	Retail		Complete		New
Five Guys Hamburgers & Fries	1920 Adams Street	Restaurant		Complete		Renovation
Jersey Mike's Sub Shop	1920 Adams Street	Restaurant	Fall, 2011	Complete		Renovation
JoAnn Fabrics & Crafts	1400 Madison Ave.	Retail		Complete		Renovation
Lava Java	12 Civic Center Plaza # 1585	Coffee Shop		Complete		Renovation
Luther Mankato Honda	308 Raintree Rd	Auto	underway	Complete		Renovation
Mankato Computer Repair	415 N. Riverfront Drive	Computer Repair		Complete		Renovation
Marco's Computer Repair	401 N. Riverfront Drive	Computer Repair		Complete		Renovation
New Ship Mall on Sioux Trail	(former Taystee Bakery location)	Retail		Complete		Renovation
Panera	1901 E. Madison Ave., Ste. 200	Restaurant	August, 2011	Complete		Renovation
Red Rocks (formerly The Haze)	12 Civic Center Plz # 1655	Restaurant		Complete		Renovation
TT Nails Inc	121 Sioux Road	Service		Complete		Renovation
Weggy's On Campus	1600 Warren St., Ste 13	Restaurant	underway	Complete		Renovation
Border's Tex Mex Grill and Cantina (formerly Bordo Guadalajara)	North Mankato	Restaurant		Complete		Renovation
Maria Guadalupe Redding	503 Belgrade Ave	Mexican restaurant	underway	Complete		Expansion
Anytime Fitness	100 Dodd Ave	Health Club	July, 2011	Complete		New
KFC	1505 Old Minnesota Avenue	Restaurant		Complete		Renovation
Saint Peter Food Co-op	228 West Mulberry Street	Retail		Complete		Renovation
Sticks & Stones	303 South Minnesota Ave.	Retail	underway	Complete		Renovation

* data on some of the above projects is not yet available, the current sub-total on square feet is for 17/27 projects, and construction costs for 18/27 projects

Retail / Consumer Economy

Retail / Consumer Economy						
Casey's	101 598th Ave	Retail		Complete		New
Ace Hardware	201 N. Victory Drive	Hardware - Retail		Complete		Renovation
Auto Value	1930 N. Riverfront Dr.	Retail		Complete		New
Bella Boutique	611 N. Riverfront Dr.	Retail		Complete		Renovation
Body Beautiful	931 Madison Avenue	Fitness / Aerobics Studio		Complete		Renovation
C & S Supply Co.	1951 Riverfront Dr. N	Retail Addition		Complete		New
J. Long's	1817 Adams Street	Men's Clothing		Complete		Renovation
Jake's Stadium Pizza	330 Stadium Road	Restaurant	Fall, 2010	Complete		Renovation
Kato Polato	1850 Adams Street, Ste. 534	Restaurant		Complete		Renovation
Kia of Mankato	1116 Riverfront Drive N	Auto Sales		Complete		Renovation
Little Caesars	1150 Riverfront Drive S.	Restaurant - Carry-Out		Complete		Renovation
Luther Mankato Honda	1815 Madison Avenue	Auto Sales		Complete		Renovation
Mankato Design Center	1351 Madison Avenue	Retail		Complete		Renovation
Mega Coin Laundry	1830 Madison Avenue	Laundromat		Complete		Renovation
Menard's	1771 Premier Drive	Warehouse Expansion		Complete		New
Menard's	1771 Premier Drive	Garden Center		Complete		New
Pla Pit	530 S. Front St.	Restaurant		Complete		Renovation

Greater Mankato Business Pipeline

The following chart illustrates business/development investments occurring since January 1, 2010 or announced for future development. (updated: 11/19/2012)

Company	Location	Description	Project Timeline		Estimated Construction Costs (\$)	Type of Construction
			Work Underway	Project Target Completion		
Pizza Ranch	1551 Tullamore St.	Restaurant		Complete		New
Ragslock	River Hills Mall	Clothing		Complete		Renovation
RazorCutz	1335 Madison Avenue	Barber Shop		Complete		Renovation
Retro Ron's	619 S. Front Street	Music Store		Complete		Renovation
Rounders Sports Bar & Grill	414 S. Front St.	Bar & Grill		Complete		Renovation
Tokyo Sushi & Hibachi	1829 Adams St.	Restaurant		Complete		Renovation
Verizon Wireless	1851 Madison Avenue	Retail		Complete		Renovation
Verizon Wireless	208 Stadium Road	Retail		Complete		Renovation
Wildcats Bar and Grill	1010 Reintree Road	Bar & Grill		Complete		New
Econofoods	612 S. Minnesota Ave.	Satellite Pharmacy		Complete		Renovation
Et Agave	S Third Street	Mexican Restaurant		Complete		Renovation
Mary's Flowers	1123 S Minnesota Avenue	Flower Shop		Complete		Renovation
My Father's Daughter	120 South Minnesota Ave	Gifts/Collectibles		July, 2010		Renovation
Charm La Vie	204 South Minnesota Ave	Gifts/Collectibles		August, 2010		New
Sub-Total *					232,169	\$6,480,900

* data on some of the above projects is not yet available; the current sub-total on square feet is for 26130 projects, and construction costs for 24/30 projects

Retail/Consumer Economy Total¹ 657,495 \$25,384,300

2012 Total		2,225,293	\$194,401,971
* data on some of the above projects is not yet available; the current sub-total on square feet is for 38 / 96 projects, and construction costs for 42 / 96 projects			
2011 Total		723,390	\$23,148,400
* data on some of the above projects is not yet available; the current sub-total on square feet is for 35 / 54 projects, and construction costs for 33 / 54 projects			
2010 Total		907,276	\$68,139,400
* data on some of the above projects is not yet available; the current sub-total on square feet is for 58 / 75 projects, and construction costs for 53 / 75 projects			
Three Year Total		3,855,959	\$285,689,471
* data on some of the above projects is not yet available; the current sub-total on square feet is for 131 / 225 projects, and construction costs for 128 / 225 projects			

New in 2012: 4 - Primary; 10 - Professional / Service; 27 - Retail/Consumer

Notes (Definitions):

- > Renovation - includes remodeling, interior space redesign but not expansion
- > New - includes no pre-existing facility, expansion to already existing facility (increase square footage)

New Business to the city and/or county

Web Presence and Related Analytics - greatermankato.com

Total Site Visitors Past Year (11/1/12 – 10/31/12)

112,859 (monthly average: 9,404)

Total Site Pageviews Past Year (11/1/12 – 10/31/12)

341,044 (monthly average: 28,420)

Specific Pageviews Past 3 Months (8/1 – 10/31)

A new enhanced website was launched on 8/1. Following are specific pages of the new website that an expanding or locating business would typically reference.

Primary Resources

Page	Web address greatermankato.com/(identified below)	Pageviews
New & Expanding Businesses	/new-expanding-businesses	700
Buildings & Sites	/buildings-sites	549
Workforce/Labor Statistics	/workforce-labor-statistics	465
Business & Industries	/business-industries	410
Major Employers	/major-employers	338
Site Selection Services	/site-selection-services	216
Economy	/economy	179
Regional Alliance	/regional-alliance	170
Financing & Incentives	/financing-incentives	160
Industrial Parks	/industrial-parks	70
Labor Force Data	/labor-force-data	67
Transportation	/transportation	65

Secondary Resources

Page	Web address greatermankato.com/(identified below)	Pageviews
Young Professionals	/young-professionals	1,037
News Room	/news-room	669
Job Search Resources	/job-search-resources	607
Employee Recruitment	/employee-recruitment	574
Living Here	/living-here	520
Cost of Living	/cost-living	502
Demographics	/demographics	458
Entrepreneurial	/entrepreneurial	439
Industry-related Resources	/industry-related	334
Relocating (employees/residents)	/relocating	334
Business Resources	/business-resources	183
Manufacturing	/manufacturing	177
Key Industries	/key-industries	172
Data Center	/data-center	159

Secondary Resources (con't)

Page	Web address greatermankato.com/(identified below)	Pageviews
Workforce (Overall)	/workforce	137
Rankings and Ratings	/rankings-ratings	130
Start a Business	/start-business	117
Current Employment Statistics (CES Data)	/current-employment-statistics-jobs-data	97
Regional Business News	/regional-business-news	94
Grow Minnesota Existing Business Visits	/grow-minnesota	83
Publications	/publications	74
Regional Profile (Media Kit)	/regional-profile	61
Business Accelerator	/business-accelerator	60
Industry Diversification	/industry-diversification	44
International	/international	39
Local Area Unemployment (LAUS Data)	/local-area-unemployment-statistics-laus	38
Transportation Issues	/transportation-issues	33
Business Opportunities	/business-opportunities	28
Talent Development	/talent-development	23
Registration, Licensing, Permits	/registration-licensing-permits	18

From: Vogel, Paul [mailto:pvogel@city.mankato.mn.us]
To: 'Mark Dehen' [mailto:markdehen@northmankato.com]
Sent: Tue, 20 Nov 2012 08:53:00 -0600
Subject: FW: Economic Development Story

Mark, in response to your question, see below. Note, several include expansions of existing businesses. I am a firm believer that growing our local businesses is as important as attracting new.

1. The reuse of the former Phenix/Environ Biocomposites building on Mohr Drive. Greater Mankato Growth connected with the CFO of Agristrand via another venture he was involved in when they became aware that the building was available via Environ's creditor. After the company completed their due diligence on the assets and property and decided to proceed, GMG put them in contact with equity and debt financing options, product development research resources and state resources to take advantage of the Angel Tax Credit program. GMG first met with this group the week of Thanksgiving in 2010. They purchased the property out of foreclosure in November of 2011 and after an extensive rehab of the building and equipment, starting producing products in July of 2012. Agristrand now employs 50+ people.
2. The expansion of EI Microcircuits which is constructing a 35,000 square foot manufacturing plant in the Eastwood Industrial Centre. Their existing facility on Pohl Road will continue to operate. GMG worked with EI regarding their initial needs for expansion and put them in contact with Mankato and St. Peter. Mankato was eventually chosen for a variety of reasons. New employment will be between 25 and 30.
3. The new Kato Cable business in Eastwood Industrial Park. GMG worked with Kato Cable in identifying several sites for their business and found that one of their major contracts was with MTU. The City and Kato Cable worked on developing a site near MTU. New employment was 20 positions.
4. Recently during a business and retention visit GMG found that Associated Finishing was looking for expansion space and put them in contact with several owners of vacant buildings. A new lease has been signed at the former Mankato Refrigeration site on Maple Street and a second line will be opened up at that location. New employment is between 5 and 10 employees.
5. We are currently working with a new plastic extrusion business that is proposing a new 80,000 square foot manufacturing facility in the Eastwood Industrial area. The business stated that they used the GMG website to examine potential sites and review demographic data before settling on Mankato. Potential employment will exceed 50.
6. During a business retention meeting with Volk Transfer, GMG learned of several opportunities for Volk to expand. GMG informed the City and we successfully worked with Volk in constructing a new facility that increased employment by 10-15 persons.
7. During another business retention visit, GMG learned that MTU was having storage and shipping issues with end products as their existing model was scattered between several communities. GMG, through discussion with the City, knew that we had 96,000 square feet of vacant industrial space at the former Spartech facility on Industrial Road and put us in contact with MTU. We successfully signed a 5 year lease with MTU and they were able to consolidate storage and shipping to a single site. In addition, they increased employment in the community by at least 20 positions.
8. This example was more than 5 years ago, but GMG was invaluable in convincing Johnson Outdoors to retain their presence in Mankato. At the time, there was serious discussion about consolidating all their operations in Racine, Wisconsin. GMG partnered with the City in showing them the value of staying in Mankato and the result was construction of the new 150,000 square foot distribution center in Eastwood. They are currently examining plans on expanding the building to accommodate additional manufacturing space.

I would note that all of the above are purely industrial and primary economy jobs. These jobs do not include any within a service or sales industry. As we discussed at the Intergovernmental Meeting, Mankato decided not to use the temporary special legislation that allowed tax increment to be used for other businesses that normally would not qualify.

From my perspective, an important value added service of GMG is the business retention and business outreach services they

11/28/2012

perform. Each year, GMG coordinates meetings with approximately 60 local business to discuss business needs and concerns. City staff often attends these meetings and in other cases we are briefed if a concern or opportunity is discussed. Several of the above examples I outlined were first discussed during these types of meetings. In other cases, businesses have expressed concerns about other City issues which we were then able to discuss and find resolution. There is no possible way we could fund the staffing levels necessary to carry out these meetings without GMG. This is another example of pooling resources that make services possible.

Another example of pooling resources to provide a very valuable service is the web presence that GMG provides for the region. The website has extensive information on site availability, demographic information (including employment data), and community information. If we had to do this internally we would have to hire it out for a consultant and the cost would be prohibitive. As I state above, recently one business will be locating in Mankato based on the information they found at the site.

Finally, I believe marketing the two cities in coordination with the other partners sends a strong message to the business community that we are cooperating to ensure economic growth for the MSA and surrounding area. I remember Wal Mart making a comment that they found it refreshing to see two governmental bodies cooperating rather than competing, which in their opinion is associated with potential uncertainty into the process because of possible negative responses if one location is chosen over the other. Under the cooperative spirit at that time, we had seemingly moved on from those turf issues.

I hope this is helpful.

Sincerely,

Paul

From: Mark Dehen [<mailto:markdehen@northmankato.com>]

Sent: Thursday, November 15, 2012 9:34 PM

To: Jonathan Zierdt

Cc: Vogel, Paul

Subject: Economic Development Story

Jonathan,

Per our lunch discussion, Diane & Bob Knutson want the economic development story we discussed. Additionally, Diane wants independent verification from Paul Vogel on businesses brought in by GMG in last 5? yrs.

Let me know how you want to deliver this.

Thanks for your help!

Dr. Mark D. Dehen
Mayor, City of North Mankato

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

11/28/2012

CITY OF NORTH MANKATO
REQUEST FOR COUNCIL ACTION



Agenda Item # 13C	Department: Interim Admin.	Council Meeting Date: 12/17/2012																																																					
TITLE OF ISSUE: Request to Purchase Used Equipment - Sander																																																							
BACKGROUND AND SUPPLEMENTAL INFORMATION: See attached memo from the Street Superintendent.																																																							
<i>If additional space is required, attach a separate sheet</i>																																																							
REQUESTED COUNCIL ACTION: Approve purchase of sander																																																							
For Clerk's Use:																																																							
SUPPORTING DOCUMENTS ATTACHED																																																							
Motion By: _____ Second By: _____ Vote Record: <table style="width: 100%; border: none;"><tr><td style="width: 10%;"></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></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>		Aye	Nay		_____			Freyberg	_____			Steiner	_____			Norland	_____			Schindle	_____			Dehen	<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">Memo _____</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) _____		Memo _____			_____					_____					_____				
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Memorandum

To: Mike Fischer, Interim City Administrator

From: Brad Swanson, Street Superintendent

Date: December 12, 2012

Subject: Sander Purchase

For several years the Street Department has been in need of an additional sander that could be attached to one of our existing snowplows. Currently, under normal plowing circumstances, there is only one sander available for the entire North Mankato hilltop. This has been problematic when trying to stabilize roads in a timely manner to avoid unsafe driving conditions.

We currently have an opportunity to purchase a used stainless steel sander with a brine application system that could be mounted in our newest tandem plow truck that is already outfitted with a plow and wing.

To purchase this system new would cost over \$40,000. The used price is \$16,500. However, this price can be offset by using funds from old equipment sales and trading in unused equipment. We have sold an old 1-ton and a sander that was in disrepair for \$4,000. There are a hooklift system and two aluminum flat beds that have a trade-in value of \$5,200. This alone would bring the purchase price down to \$7,300. There is also an unused 11' Monroe snowplow that can be traded in that is in the process of being valued to further reduce the end cost.

Due to frugal spending and a mild winter we would be able to purchase this piece of equipment out of the Street Departments operating budget without taking from any other funds. This would certainly be a purchase of opportunity and would allow our plows to operate more efficiently and effectively during snow events.

With your permission, I would like to purchase the sander immediately. This would allow our mechanics time to complete the installation so we may have the advantage of using it for the remainder of this winter season.

CITY OF NORTH MANKATO
REQUEST FOR COUNCIL ACTION



Agenda Item # 13D	Department: Interim Admin.	Council Meeting Date: 12/17/2012																																															
TITLE OF ISSUE: Schools and Conferences																																																	
BACKGROUND AND SUPPLEMENTAL INFORMATION: Attached are travel and training requests for schools and conferences. No out-of-state travel is required.																																																	
<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: _____ 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%; text-align: center;"><tr><td>Resolution</td><td>Ordinance</td><td>Contract</td><td>Minutes</td><td>Map</td></tr><tr><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr><tr><td colspan="2">Other (specify) _____</td><td colspan="3">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			_____					_____					_____				
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Date: 12/11/12

CITY OF NORTH MANKATO
Training and Travel Request

Department: Building Inspections

Names: Dave Knudson, Building Inspector

Number of Personnel Attending: 1

Event: 57th Annual Institute for Building Officials

Dates: Monday, January 14; Tuesday, January 15 & Friday, January 18, 2013

Location: University of Minnesota, St. Paul, MN

Required Training for Certification/License: ☒ Yes ☐ No

What Certification/License is this training required for? _____

Building Inspector License

Description: _____

57th ANNUAL INSTITUTE FOR
BUILDING OFFICIALS
JANUARY 9-18, 2013

Last Name <u>Knudson</u>	First Name <u>Dave</u>	M.I. <u>B.</u>
Employer <u>City of North Mankato</u>	Position <u>Building Inspector</u>	
E-mail <u>dknudson@northmankato.com</u>		
Business Address (street) <u>1001 Belgrade Ave.</u>		
City <u>North Mankato</u>	State <u>Mn</u>	Zip <u>56003</u>
Telephone <u>507-381-6614</u>		

Please check the appropriate box(es) below for the session(s) you will attend.

ELECTRICAL 186736	Wednesday, January 9, 2013 <input type="checkbox"/> \$100 by 12/17/2012 <input type="checkbox"/> \$120 after 12/17/2012	Thursday, January 10, 2013 <input type="checkbox"/> \$100 by 12/17/2012 <input type="checkbox"/> \$120 after 12/17/2012
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	Monday, January 14	Tuesday, January 15	Wednesday, January 16	Thursday, January 17	Friday, January 18
BUILDING 186735	<input type="checkbox"/> \$100 by 12/17/12 <input type="checkbox"/> \$120 after 12/17/12 2012 IBC Transition from the 2006 IBC (includes book) <input checked="" type="checkbox"/> \$150 by 12/17/12 <input type="checkbox"/> \$170 after 12/17/12	<input type="checkbox"/> \$100 by 12/17/12 <input type="checkbox"/> \$120 after 12/17/12 2012 IRC Fundamentals Building Provisions (includes book) <input checked="" type="checkbox"/> \$150 by 12/17/12 <input type="checkbox"/> \$170 after 12/17/12	<input type="checkbox"/> \$100 by 12/17/12 <input type="checkbox"/> \$120 after 12/17/12	<input type="checkbox"/> \$100 by 12/17/12 <input type="checkbox"/> \$120 after 12/17/12	<input type="checkbox"/> \$100 by 12/17/12 <input checked="" type="checkbox"/> \$120 after 12/17/12 2012 IECC Energy Code Fundamentals (includes book) <input checked="" type="checkbox"/> \$150 by 12/17/12 <input type="checkbox"/> \$170 after 12/17/12
ELEVATOR CONTRACTOR SYMPOSIUM 186737			<input type="checkbox"/> \$100 by 12/17/12 <input type="checkbox"/> \$120 after 12/17/12	<input type="checkbox"/> \$100 by 12/17/12 <input type="checkbox"/> \$120 after 12/17/12	
MECHANICAL 186735	<input type="checkbox"/> \$100 by 12/17/12 <input type="checkbox"/> \$120 after 12/17/12	<input type="checkbox"/> \$100 by 12/17/12 <input type="checkbox"/> \$120 after 12/17/12	<input type="checkbox"/> \$100 by 12/17/12 <input type="checkbox"/> \$120 after 12/17/12		
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HOUSING 186735				<input type="checkbox"/> \$100 by 12/17/12 <input type="checkbox"/> \$120 after 12/17/12	<input type="checkbox"/> \$100 by 12/17/12 <input type="checkbox"/> \$120 after 12/17/12
FIRE 186735				<input type="checkbox"/> \$100 by 12/17/12 <input type="checkbox"/> \$120 after 12/17/12	<input type="checkbox"/> \$100 by 12/17/12 <input type="checkbox"/> \$120 after 12/17/12

To Register:

Online: www.cce.umn.edu/buildingofficials

Fax: 612-624-5359 (faxed registrations must be accompanied by a purchase order or credit card number)

Mail: CCE Registration
University of Minnesota
20 Ruttan Hall
1994 Buford Avenue
St. Paul, MN 55108

My Total Fee is \$ 450.00

Payment Method

- ☐ Enclosed is a check or money order payable to the University of Minnesota.
☐ Enclosed is a purchase order or letter of authorization to bill.
☐ Please charge my credit card: (check one)
☐ American Express ☐ VISA ☐ MasterCard ☐ Discover

Card Number

Expiration Date

Name as printed on card

Security Code

Signature

The information on this form is private data, used to identify and locate you, obtain payment, and enable instructors to better know their audience. Name, address, and payment method are mandatory. If your check is returned because of insufficient funds or closed account, or because you have made a stop payment request, you will be charged a check handling fee of \$20.



Date: 12/11/12

CITY OF NORTH MANKATO
Training and Travel Request

Department: Building Inspections

Names: Bruce Royer, Building Official

Dave Knudson, Building Inspector

Number of Personnel Attending: 2

Event: 2013 ICC Upper Great Plains Region III Educational Institute

Dates: February 4 - 8, 2013

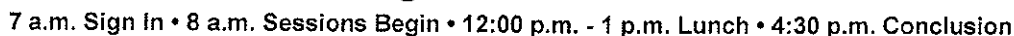
Location: Chaska, MN

Required Training for Certification/License: ☒ Yes ☐ No

What Certification/License is this training required for?

Building Official and Building Official Limited Licenses

Description:



Complete ONE registration form per registrant. Registration form may be copied.

ICC Membership Number			

B	r	u	c	e		R	o	y	e								
Name for Badge																	

B	r	u	c	e							
First Name/Given Name											
J											
MI											
R	o	y	e	r							
Last Name											

C.	B	u	i	L	d	i	n	g	O	f	F	i	c	i	a	L
Job Title																

[illegible][illegible]

1	0	0	1		B	e	L	y	r	a	d	e		A	v	e	n	u	e										
Street Address																													

Name N o . m a n k a t o **Middle Initial** m n . **ZIP** 5 6 0 0 3 -

Day Phone: 507 - 625 - 4141 Evening Phone: 507 - 345 - 3113

507 - 625 - 4151

Fax

☒ I give ICC permission to use my contact information for future mailings

Please indicate if you have dietary restrictions or require special accessibility or accommodations: *NA*

REGISTRATION OPTIONS

Step 1: Select Courses (Put Session Number in Boxes)

Monday	Tuesday	Wednesday	Thursday	Friday
2 5 1	2 5 2	2 1 3	2 2 3	2 2 4

Step 2: Select Payment

- ☒ I am attending ALL 5 days—\$665. (Put class choices in the boxes)
- ☐ I am attending 4 days—\$532. (Put class choices in the boxes)
- ☐ I am attending less than four days. (Put class choices in the boxes)

\$665 for 5 days \$ 665.⁰⁰

\$532 for 4 days \$

\$140 per day, 1-3 days \$

PAYMENT OPTIONS

☐ Payment Enclosed (Checks payable to: ICC) ☐ Bill my ICC Membership No.

Purchase Order No. _____

Copy of authorized P. O. required

☐ Credit Card: _____ Exp. Date: ____/____/____

Cardholder Signature: _____ Date: _____

Subtotal: \$

Early-bird Discount: \$133 per day
Register by December 21, 2012 \$

Total Due \$ 665.00

FAX 708-799-2651**ONLINE**

www.iccsafe.org/training

MAIL

4051 W. Flossmoor Road • Country Club Hills, IL 60478

If you need assistance or more information 1-888-ICC-SAFE (422-7233), ext. 33817

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 14A	Department: City Clerk	Council Meeting Date: 12/17/2012																																																				
TITLE OF ISSUE: Res. Setting Council Meeting Dates for Year 2013																																																						
BACKGROUND AND SUPPLEMENTAL INFORMATION: Attached is a Resolution setting council meeting dates for 2013. The Council meets on the first and third Monday of each month, however, the second January meeting, the second February meeting and the first September meeting will all be held on Tuesdays since federal holidays fall on these meeting dates.																																																						
<i>If additional space is required, attach a separate sheet</i>																																																						
REQUESTED COUNCIL ACTION: Adopt resolution																																																						
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RESOLUTION NO.

RESOLUTION SETTING COUNCIL MEETING DATES
FOR YEAR 2013

WHEREAS, the City Council of the City of North Mankato meets on the first and third Monday of each month; and

WHEREAS, since certain federal holidays fall on these appointed meeting dates;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, that the following meetings will be held on the dates listed:

Second January meeting -	Tuesday, January 22, 2013
Second February meeting -	Tuesday, February 19, 2013
First September meeting -	Tuesday, September 3, 2013

Adopted by the City Council this 17th day of December 2012.

Mayor

City Clerk

COUNCIL MEETING DATES
2013

January 7, 2013	July 1, 2013
January 22, 2013 (Tuesday)	July 15, 2013
February 4, 2013	August 5, 2013
February 19, 2013 (Tuesday)	August 19, 2013
March 4, 2013	September 3, 2013 (Tuesday)
March 18, 2013	September 16, 2013
April 1, 2013	October 7, 2013
April 15, 2013	October 21, 2013
May 6, 2013	November 4, 2013
May 20, 2013	November 18, 2013
June 3, 2013	December 2, 2013
June 17, 2013	December 16, 2013

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 15A	Department: Finance	Council Meeting Date: 12/17/2012																																	
TITLE OF ISSUE: Resolution Declaring the Official Intent of the City of North Mankato to Reimburse Certain Expenditures From the Proceeds of Bonds to be Issued by the City																																			
BACKGROUND AND SUPPLEMENTAL INFORMATION: Attached is a resolution declaring official intent of the City to reimburse the following expenditures from the proceeds of bonds (equipment certificates) to be issued by the City. Park department staff has found a used 2008 mower on the state bid site comparable to what they were proposing new at a cost of approximately \$85,000 in 2013. However, it needs a new engine. Staff has researched the cost of engine replacement and believes \$17,000 would cover the costs. In addition, staff found a used field groomer that is listed in the 2014 Capital Improvement Plan for \$22,000. The savings to the City is significant by purchasing these items at this time and the net cost is less than the cost for a new mower in 2013.																																			
2008 Toro Groundsmaster Mower - this mower was purchased for \$11,087 and will need repairs of approximately \$17,000 to bring it into working condition.																																			
1996 Chushman Truckster 3 Wheel ATV - this field groomer was purchased for \$2,598.																																			
The resolution rounds the cost of the equipment up to cover any unforeseen costs or repairs. The actual cost of the equipment will be included in bonding.																																			
<i>If additional space is required, attach a separate sheet</i>																																			
REQUESTED COUNCIL ACTION: Adoption of Resolution																																			
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 checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) _____ _____ _____ _____ _____	Resolution	Ordinance	Contract	Minutes	Map	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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CITY OF NORTH MANKATO, MINNESOTA

RESOLUTION NO. _____

**DECLARING THE OFFICIAL INTENT OF THE CITY OF NORTH
MANKATO TO REIMBURSE CERTAIN EXPENDITURES FROM
THE PROCEEDS OF BONDS TO BE ISSUED BY THE CITY**

WHEREAS, the Internal Revenue Service has issued Treas. Reg. § 1.150-2 (the “Reimbursement Regulations”) providing that proceeds of tax-exempt bonds used to reimburse prior expenditures will not be deemed spent unless certain requirements are met; and

WHEREAS, the City of North Mankato, Minnesota (the “City”) expects to incur certain expenditures that may be financed temporarily from sources other than bonds, and reimbursed from the proceeds of tax-exempt bonds;

WHEREAS, the City has determined to make this declaration of official intent (the “Declaration”) to reimburse certain costs from proceeds of bonds in accordance with the Reimbursement Regulations.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA AS FOLLOWS:

1. The City proposes to undertake various projects within the City, as described in EXHIBIT A attached hereto (collectively, the “Projects”).

2. The City reasonably expects to reimburse the expenditures made for certain costs of the Projects from the proceeds of bonds in an estimated maximum principal amount as set forth in EXHIBIT A. All reimbursed expenditures will be capital expenditures, costs of issuance of the bonds, or other expenditures eligible for reimbursement under Section 1.150-2(d)(3) of the Reimbursement Regulations.

3. This Declaration has been made not later than 60 days after payment of any original expenditure to be subject to a reimbursement allocation with respect to the proceeds of bonds, except for the following expenditures: (a) costs of issuance of bonds; (b) costs in an amount not in excess of \$100,000 or 5 percent of the proceeds of an issue; or (c) “preliminary expenditures” up to an amount not in excess of 20 percent of the aggregate issue price of the issue or issues that finance or are reasonably expected by the City to finance the Projects for which the preliminary expenditures were incurred. The term “preliminary expenditures” includes architectural, engineering, surveying, bond issuance, and similar costs that are incurred prior to commencement of acquisition, construction or rehabilitation of a project, other than land acquisition, site preparation, and similar costs incident to commencement of construction.

4. This Declaration is an expression of the reasonable expectations of the City based on the facts and circumstances known to the City as of the date hereof. The anticipated original expenditures for the Projects and the principal amount of the bonds described in paragraph 2 are consistent with the City’s budgetary and financial circumstances. No sources other than proceeds of bonds to be issued by the City are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside pursuant to the City’s budget or financial policies to pay such Project expenditures.

5. This Declaration is intended to constitute a declaration of official intent for purposes of the Reimbursement Regulations.

Adopted by the City Council of the City of North Mankato, Minnesota, this 17 day of December, 2012.

Mayor

ATTEST:

City Clerk

EXHIBIT A
PROJECTS

Project Name	Estimated Cost
Mower	\$35,000
Field Groomer	\$3,000

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 15B	Department: Finance	Council Meeting Date: 12/17/2012																																																															
TITLE OF ISSUE: Library and Bookmobile Revenues																																																																	
BACKGROUND AND SUPPLEMENTAL INFORMATION: On December 12, 2012 Mayor Dehen requested an accounting of the funding reductions to the Library and Bookmobile funds in the last three years and their sources. Attached is a memorandum and spreadsheet analyzing the significant sources of revenue in both funds.																																																																	
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REQUESTED COUNCIL ACTION: Information only																																																																	
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CITY OF NORTH MANKATO

Memorandum

To: Honorable Mayor and City Council
From: Clara Thorne, Finance Director
Subject: Library/Bookmobile Funding
Date: December 12, 2012
Cc:

Mayor Dehen requested an accounting of the funding reductions to the Library and Bookmobile funds in the last three years and their sources.

Attached is a spreadsheet showing the budget for 2010 through 2013 (shaded grey) and actual amounts for 2010 through December 12, 2012.

The City has two purchase of service contracts with Nicollet County; one for the Library (\$44,594 in 2013) and one for the Bookmobile (\$10,000 in 2013). However, per past budgeting practice, a portion of the Library funding approximately equal to one permanent employee is recorded as an offset to the Library's employee expenditure account; the remaining amount is shown as revenue in the Bookmobile fund.

Blue Earth County decreased their contribution to the Bookmobile \$25,000 in 2012 from 2011 and will no longer provide funding effective in 2013.

LIBRARY	2013		12/12/2012		2012		2011		2011		2010	
	Annual Budget	Actual	Annual Budget	Actual	Annual Budget	Actual	Annual Budget	Actual	Annual Budget	Actual	Annual Budget	Actual
CURRENT AD VALOREM TAXES	444,353.00		419,405.00		419,405.00		436,745.00		436,745.00		436,745.00	
STATE OTHER GRANTS							3,616.00					
TAXABLE SALES	5,500.00	5,762.08			5,500.00		6,165.36		4,000.00		4,980.40	
STATE TAX - OTHER	400.00	396.11			400.00		423.87		250.00		342.38	
CITY SALES TAX	35.00	28.85			35.00		30.83		25.00		24.90	
OTHER INCOME	2,000.00	2,203.31			2,000.00		2,388.16		2,000.00		2,066.93	
CONTRIBUTIONS/DONATIONS PRIVAT	4,000.00	3,695.50			4,000.00		5,214.81		3,000.00		3,748.54	
TOTAL LIBRARY REVENUES	456,288.00	431,490.85			431,340.00		454,584.03		446,020.00		447,908.15	
FULL-TIME EMPL - NICOLLET CO	27,489.00	27,489.00			27,489.00		36,276.25		32,000.00		32,564.87	
TOTAL LIBRARY	483,777.00	458,979.85			458,829.00		490,860.28		478,020.00		480,473.02	
BOOKMOBILE												
CURRENT AD VALOREM TAXES	38,109.00	39,831.00			39,831.00		12,045.00		12,045.00		12,045.00	
OTHER INCOME - BLUE EARTH CO		10,000.00			10,000.00		35,000.00		35,000.00		35,000.00	
OTHER INCOME - NICOLLET CO	27,105.00	27,105.00			27,105.00		24,828.75		25,000.00		25,000.00	
CONTRIBUTIONS/DONATIONS PRIVAT		100.00									250.00	
TOTAL BOOKMOBILE REVENUES	65,214.00	77,036.00			76,936.00		71,873.75		72,045.00		72,295.00	
SIGNIFICANT REVENUES												
NICOLLET COUNTY-LIBRARY	44,594.00	44,594.00			44,594.00		51,105.00		47,000.00		47,564.87	
NICOLLET COUNTY-BOOKMOBILE	10,000.00	10,000.00			10,000.00		10,000.00		10,000.00		10,000.00	
BLUE EARTH COUNTY-BOOKMOBILE		10,000.00			10,000.00		35,000.00		35,000.00		35,000.00	
NORTH MANKATO TAXES	482,462.00	459,236.00			459,236.00		448,790.00		448,790.00		448,790.00	
INCREASE/(DECREASE) FROM PRIOR YEAR	537,056.00	523,830.00			523,830.00		544,895.00		540,790.00		541,354.87	
NICOLLET COUNTY-LIBRARY		(6,511.00)			(2,406.00)		3,540.13				7,564.87	
NICOLLET COUNTY-BOOKMOBILE												
BLUE EARTH COUNTY-BOOKMOBILE	(10,000.00)	(25,000.00)			(25,000.00)						(5,000.00)	
NORTH MANKATO TAXES	23,226.00	10,446.00			10,446.00						71,210.00	
PERCENT CHANGE FROM PRIOR YEAR	13,226.00	(21,065.00)			(16,960.00)		3,540.13		-		73,774.87	
NICOLLET COUNTY-LIBRARY	0%	-13%			-5%		7%		0%		19%	
NICOLLET COUNTY-BOOKMOBILE	0%	0%			0%		0%		0%		0%	
BLUE EARTH COUNTY-BOOKMOBILE	-100%	-71%			-71%		0%		0%		-13%	
NORTH MANKATO TAXES	5%	2%			2%		0%		0%		19%	
PERCENT CHANGE FROM PRIOR YEAR	3%	-4%			-3%		1%		0%		16%	

2013 Library Purchase of Services Contract Between Nicollet County Library Board and the City of North Mankato

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

I. DEFINITIONS

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

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

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

II. THE NICOLLET COUNTY LIBRARY BOARD WILL:

- Provide to the City of North Mankato the sum of \$44,594 to be paid quarterly for the provision of library services to the rural areas of Nicollet County.

III. THE CITY OF NORTH MANKATO WILL:

Provide for complete access to all services that are available to library patrons that reside within the City of North Mankato including access to any programs that may be made available for the term of this contract.

The City will agree to submit quarterly billings to the County Library Board and the County Library Board will reimburse the City.

IV. MONITORING AND REPORTING

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

V. RECORDS AND INSPECTION

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

VI. PERSONNEL

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

VII. INDEMNIFICATION / INSURANCE

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

B. Insurance. The City, further, that in order to protect itself, as well as the County Library Board under the indemnity contract set forth above, will, at all times during the term of this Contract, have and keep in force automobile insurance, general liability insurance, and workers= compensation insurance having liability limits which satisfy the requirements of Minn. Statute Chapter 466, entitled ATort Liability of Political Subdivisions@, and other applicable statutes requiring insurance coverage.

VIII. EQUAL EMPLOYMENT OPPORTUNITY

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

IX. CONDITIONS OF THE PARTIES OBLIGATIONS

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

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


X. MISCELLANEOUS

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

XI. TERM

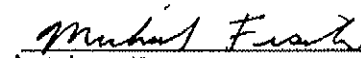
The term of this contract shall be from January 1, 2013 until December 31, 2013. Renewal of this contract subsequent to this time period will be at the sole discretion of the County Library Board.

CITY OF NORTH MANKATO



Dr. Mark Dehen, Mayor


Date: 11-5-12



Michael Fischer, Interim City Administrator

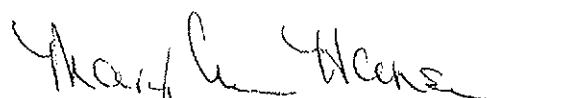
Date: 10-19-12

NICOLLET COUNTY LIBRARY BOARD



David Haack, President

Date: 10-11-12



for Tamara Stein, Secretary

Date: 10-11-12

2013 Bookmobile Purchase of Services Contract Between Nicollet County Library Board and the City of North Mankato

In an effort to continue to provide bookmobile service for residents of Nicollet County, the Nicollet County Library Board (County Library Board) and the City of North Mankato (City) hereby enter into this contract effective January 1, 2013.

I. DEFINITIONS

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

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

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

II. THE COUNTY LIBRARY BOARD WILL

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

III. THE CITY OF NORTH MANKATO WILL

- Provide bookmobile services to the following locations a minimum of two (2) times per month:
 - Nicollet Trinity School
 - Nicollet Day Care
 - Courtland Immanuel Lutheran School
 - Good Samaritan in LafayetteThe sites listed above are considered the minimum number of stops.
- If these locations change, the City of North Mankato will notify the Library Board.
- Agree to submit quarterly billings to the County Library Board, and the County Library Board will reimburse the City.

IV. MONITORING AND REPORTING

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

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

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

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

V. RECORDS AND INSPECTION

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

VI. PERSONNEL

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

VII. INDEMNIFICATION / INSURANCE

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

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

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

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

VIII. EQUAL EMPLOYMENT OPPORTUNITY AND COMPLIANCE WITH LAWS.

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

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

IX. CONDITIONS OF THE PARTIES OBLIGATIONS

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

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

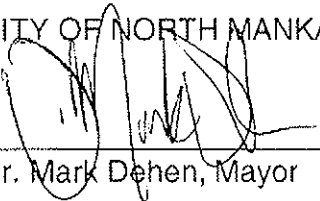
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Entire Contract – It is understood and agreed that the entire Contract of the parties is contained herein and that this Contract supercedes all oral agreements and negotiations between the parties relating to the subject matter hereof.

XI. TERM

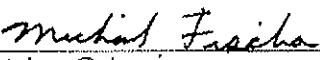
The term of this Contract shall be from January 1, 2013 until December 31, 2013. Renewal of this Contract subsequent to this time period will be at the sole discretion of the County Library Board.

CITY OF NORTH MANKATO



Dr. Mark Dehen, Mayor

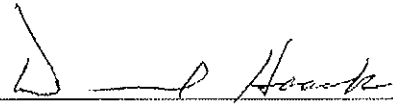
Date 11-5-12



Michael Fisch, Interim City Administrator

Date 10-19-12

NICOLLET COUNTY LIBRARY BOARD



David Haack, President

Date 10-11-12



for Tamara Stein, Secretary

Date 10-11-12

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 15C	Department: Finance	Council Meeting Date: 12/17/2012																											
TITLE OF ISSUE: Transfer of Funds for HVAC Installation																													
BACKGROUND AND SUPPLEMENTAL INFORMATION: The attached resolution authorizes the transfer of funds in the amount of \$101,336 from the General Fund to the Capital Facilities Fund for the removal and replacement of the City Hall HVAC unit. Costs are allocated as follows:																													
<table style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: left;">HVAC removal and installation</td> <td style="text-align: right;">\$98,300.00</td> </tr> <tr> <td style="text-align: left;">Building permit</td> <td style="text-align: right;">\$1,126.76</td> </tr> <tr> <td style="text-align: left;">Electrical supplies</td> <td style="text-align: right;">\$1,909.03</td> </tr> <tr> <td></td> <td style="text-align: right; border-top: 1px solid black;">\$101,335.79</td> </tr> </table>			HVAC removal and installation	\$98,300.00	Building permit	\$1,126.76	Electrical supplies	\$1,909.03		\$101,335.79																			
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	\$101,335.79																												
<i>If additional space is required, attach a separate sheet</i>																													
REQUESTED COUNCIL ACTION: Adopt Resolution																													
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 checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) _____ _____ _____ _____	Resolution	Ordinance	Contract	Minutes	Map	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aye	Nay																												
_____	_____	Freyberg																											
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Resolution	Ordinance	Contract	Minutes	Map																									
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																									
<input type="checkbox"/> Workshop <input checked="" type="checkbox"/> Regular Meeting <input type="checkbox"/> Special Meeting	<input type="checkbox"/> Refer to: _____ <input type="checkbox"/> Table until: _____ <input type="checkbox"/> Other: _____																												

RESOLUTION NO.

RESOLUTION AUTHORIZING TRANSFER OF FUNDS

WHEREAS, it is necessary to provide funds for the acquisition of certain capital assets;
and

WHEREAS, certain transfers are necessary to allocate costs for certain projects;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY
OF NORTH MANKATO, MINNESOTA, that the following funds transfer is necessary and
approved as follows:

From General Fund (101) to the Capital Facilities and Equipment Replacement Fund (230)
- \$101,336 for removal and replacement of Municipal Building HVAC unit.

Adopted by the City Council this 17th day of December 2012.

Mayor

City Clerk

CLAIM REPORT
FOR REGULAR COUNCIL MEETING OF DECEMBER 17, 2012

73822	PowerPlan	equipment parts-Street & Park Depts.	\$622.54
73823	Verizon Wireless	cell phone bill-Comm Dev, Port Auth & Public Access	\$168.31
73824	AT & T Mobility	cell phone bill-Bookmobile	\$24.18
73825	Cardmember Service	charge card items-All Depts.	\$4,522.82
73826	Charter Communications	high speed data service-Pol, Fire, Contingency & P/A	\$442.96
73827	Cottew, Jacob	reissue lost check	\$10.51
73828	ICMA Retirement Trust - 457	employee payroll deductions	\$4,183.85
73829	ICMA Retirement Trust - Roth IRA	employee payroll deductions	\$430.77
	A+ Security, Inc.	repair alarm system-Police Dept.	\$216.79
	Alpha Wireless Communications	supplies & annual dispatch-Task Force & Tactical	\$1,613.00
	Ameripride Services	mats, uniform & towel service-All Depts.	\$578.50
	Audio Editions	supplies & audio books-Library	\$496.07
	Auto Body Specialties	equipment parts-Street Dept.	\$16.00
	B & H Petroleum Equipment	remove/install fuel tank for generator-Mun Bldg	\$12,428.07
	Barnes & Noble	nook-Library	\$199.00
	Blue Earth County	telephone bill-Task Force	\$25.35
	Blue Earth County Finance	ballot for elections-Admin	\$58.00
	Bollmann Oil, Inc.	diesel fuel for generators-Water & Sewer Depts.	\$3,025.25
	Boyer Trucks	equipment parts-Street Dept.	\$1,335.44
	Braun Intertec	professional service-Jt Economic Dev Fund	\$4,276.75
	Carquest Auto Parts	equipment parts & supplies-Water & Street Depts.	\$810.46
	City of Mankato	water bill-Public Access	\$15.26
	City of Shoreview	1996 Cushman truckster & '08 Toro grounds master	\$13,685.22
	Coca-Cola Refreshments	pop-Unallocated	\$112.32
	Computer Technology Solutions	equipment parts & security camera-Bldg & Police	\$2,537.41
	Crawler Welding, Inc.	equipment parts-Street Dept.	\$1,829.13
	EPA Audio Visual, Inc.	data service-Public Access	\$1,056.57
	Express Services, Inc.	temporary crossing guards & leaf crew-Pol & Sanit	\$977.39
	Fastenal Company	equipment parts-Street Dept.	\$6.62
	Ferguson Enterprises, Inc.	water heater-Mun Bldg	\$578.95
	FleetPride	equipment parts-Bookmobile	\$131.20
	Free Press	ads-Admin	\$929.07
	Free Press	subscription renewal-Library	\$199.95

CLAIMS CONTINUED

G & H Ready Mix	concrete-Street Dept.	\$478.89
G & L Auto Supply	equipment parts-Street & Water Depts.	\$400.26
Gale Group	books-Library & Bookmobile	\$546.19
Gangelhoff, Brian	clothing & shoes-Police Physical Fitness	\$157.98
Goodman, Tony	professional service-Public Access	\$350.00
Gopher State One-Call	one-call locates-Inspection	\$139.40
Great American Business Products	supplies-Park Dept.	\$582.40
Hach Company	chemicals-Water Dept.	\$1,760.43
Hansen Sanitation	refuse pickup-Shop, Park, Sanitation & Public Access	\$159.12
Howard Drive, LLC	November TIF settlement-Port Authority TIF	\$6,204.21
I & S Group, Inc.	soccer field constr staking/admin fees-Sales Tax Const	\$848.00
Ingram Library Services	books-Library & Bookmobile	\$987.16
JM Promotions	employee calendars-Admin	\$216.82
Jeanne Thorne, Inc.	professional service-Task Force	\$1,331.04
Keller, J.J. & Associates, Inc.	drug testing-All Depts.	\$147.20
Kennedy & Kennedy	legal services-Attorney & Port Authority	\$8,257.98
Kennedy & Graven	bond counsel fees-Finance	\$277.50
LJP Enterprises of St. Peter	gaylords & wire baling-Sanitation	\$230.00
LJP Waste & Recycle	transportation charges-Sanitation	\$588.60
Lacina Siding & Windows	refund building permit #1533-12	\$267.98
Lager's of Mankato, Inc.	equipment parts-Water Dept.	\$160.05
Lakes Gas Company	LP gas-Sanitation	\$84.78
Larkstur Engineering & Supply	supplies-Street Dept.	\$215.77
Lawson Products, Inc.	supplies-Shop	\$470.50
League of Minnesota Cities	registration fee for leadership conference-Council	\$299.00
Little Falls Machine, Inc.	equipment parts-Street Dept.	\$170.51
Long-Term Care	long term care payment payroll deduction	\$163.64
MTU On Site Energy	equipment parts-Water Dept.	\$1,848.19
Mac Queen Equipment, Inc.	equipment parts-Street Dept.	\$601.96
Mankato Clinic	pre-employment physical-Police Dept.	\$99.89
Mankato Motor Company	equipment parts-Street & Park Depts.	\$1,148.59
Mankato Oil & Tire Company	equipment parts-Task Force	\$36.18
Mankato Tent & Awning	repair tarp-Street Dept.	\$45.00
Mantronics Mailing Systems	ink & rate change protection on scale-Mun Bldg	\$647.33
Matheson Tri-Gas, Inc.	welding supplies-Shop	\$109.25
McGowan Water Conditioning	salt for softener-Library	\$13.05
Menards-Mankato	supplies-Mun Bldg & Sanitation	\$106.45
Minnesota Iron & Metal Company	equipment parts & supplies-Street, Caswell & Park	\$503.39
Minnesota Valley Testing Lab	sample testing-Water & Sewer Depts.	\$275.75
Minnesota Waste Processing Co.	processing fees-Sanitation	\$23,115.23

CLAIMS CONTINUED

Mobile Glass Service	equipment parts-Water Dept.	\$55.00
Morgan, Shawn	running shoes-Police Physical Fitness	\$85.50
Murray, Laura	blog post for November-Library	\$120.00
Neubert Millwork	building materials-Caswell	\$24.48
Newman Signs	signs-Street & 2011 Construction	\$341.93
Nicollet County Auditor/Treasurer	inspection cost for October-2011 Const	\$3,096.07
North Central International	equipment parts-Street & Bookmobile	\$669.47
North Mankato Firemen's Relief	November tax settlement-Firemen's Relief	\$11,370.00
Northwestern Power Equipment	equipment parts-Sewer Dept.	\$393.30
O'Reilly Auto Parts	equipment parts-Police Dept.	\$384.51
Parrott, Matt	W-2's, 1099's & envelopes-Finance	\$421.05
Paulson, Andreas	exercise equipment-Police Physical Fitness	\$165.00
Petty Cash, Clara Thorne	petty cash items-All Depts.	\$94.56
Red Feather Paper Company	supplies-Sanitation	\$21.59
Reliance Electric of Southern Minn.	equipment parts-Sewer Dept.	\$509.83
River Bend Business Products	copier maint & supplies-Mun Bldg, Police & Water	\$905.80
Schwicker's	balance due on Mun Bldg HVAC-Capital Facilities	\$4,300.00
Select Account	December participant fee-Unallocated	\$100.65
Snell Powersports & Equipment	equipment parts-Park Dept.	\$53.09
SPS Companies, Inc.	plumbing supplies-Park & Water Depts.	\$115.16
Shine-Way Janitorial Service	strip & wax floors-Mun Bldg	\$612.04
Sign Pro	vehicle numbers-Street Dept.	\$65.23
Southern Minnesota Construction	demo-Sanitation	\$1,728.00
Staples Advantage	supplies-All Depts.	\$140.99
Swenson, Jeremy	clothing-Police Physical Fitness	\$165.00
Tire Associates	tires-Street, Park, Water & Sanitation	\$2,355.52
Titan Machinery	equipment parts-Street Dept.	\$249.67
TLO, Inc.	online investigation service for Nov-Task Force	\$114.75
Toppers Plus, Inc.	plow flags-Shop & Water Depts.	\$85.50
Truffles, J.D. Catering	meals for election judges-Admin	\$450.98
USPS	post box rental-Mun Bldg	\$176.00
United Rentals	supplies-Street Dept.	\$51.54
US Postal Service	postage-All Depts.	\$3,000.00
Viking Electric Supply	electrical supplies-All Depts.	\$494.91
WACO Scaffolding & Supply Co.	equipment parts-Storm Water	\$57.67
Wayne's Auto Body, Inc.	body work & paint-Park Dept.	\$171.98
Wells Fargo Bank	administration fees on bonds	\$2,250.00
Werner Electric Supply	electrical supplies-Park & Capital Facilities	\$65.70
Total		<u>\$147,051.85</u>

CLAIMS CONTINUED

General	\$49,539.50
Library	\$4,257.83
Bookmobile	\$870.34
Community Development	\$162.77
Contingency	\$263.37
Port Authority	\$212.27
Capital Facilities & Equipment Replacement-General	\$4,352.42
Port Authority Tax Increment Project Fund	\$6,204.21
Joint Economic Development Fund	\$4,276.75
GO Improvement Bond of 2006	\$400.00
GO Improvement Bond of 2009	\$400.00
GO Port Authority Revenue Bonds of 1993A, 1994A, 1998A	\$400.00
GO Port Authority Bonds of 2011A	\$525.00
Port Authority Tax Increment Revenue Bonds of 2011B	\$525.00
Equipment Certificates	\$13,685.22
Local Option Sales Tax Construction	\$848.00
2011 Construction	\$3,321.36
Water	\$9,159.99
Sewer	\$3,103.48
Sanitary Collection	\$26,854.23
Storm Water	\$64.37
Firemen's Relief	\$11,370.00
Public Access	\$3,135.42
Minnesota River Valley Drug Task Force	\$2,347.22
Tactical Response Team	\$773.10
	<hr/>
Total	<u><u>\$147,051.85</u></u>

PORT AUTHORITY INVOICES
FOR REGULAR COUNCIL MEETING OF DECEMBER 17, 2012

Verizon Wireless	cell phone bill-Port Authority	\$52.77
Braun Intertec	professional service-Jt Economic Dev Fund	\$4,276.75
Howard Drive, LLC	November TIF settlement-Port Authority TIF	\$6,204.21
Kennedy & Kennedy	legal services-Port Authority	\$159.50
Wells Fargo Bank	administration fees on bonds	<u>\$1,450.00</u>
Total		<u><u>\$12,143.23</u></u>

List of Port Authority Bills in the Amount of \$12,143.23

Council Meeting of December 17, 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 \$147,051.85

Council Meeting of December 17, 2012

Mayor Mark Dehen

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