

COUNCIL MINUTES December 2, 2013

Pursuant to due call and notice thereof, a regular meeting of the North Mankato City Council was held in the Council Chambers of the Municipal Building on December 2, 2013. Mayor Dehen called the meeting to order at 7 p.m. asking that everyone join in the Pledge of Allegiance. The following were present for the meeting, Mayor Dehen, Council Members Freyberg, Spears, Steiner and Norland, Administrator Harrenstein, Finance Director Thorne, Attorney Kennedy, City Clerk Gehrke, Planner Fischer, Engineer Sarff and Public Works Director Swanson.

Approval of Agenda

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

Approval of Minutes

Council Member Norland moved, seconded by Council Member Steiner, to approve the minutes of the Council Workshop of November 18, 2013 and the Council meeting of November 18, 2013. Vote on the motion: Freyberg, Spears, Steiner, Norland and Dehen, aye; no nays. Motion carried.

Public Hearing, 7 p.m. – 2014 Budget

Mayor Dehen opened the public hearing to consider the 2014 Budget. Notice of the public hearing was published in the City's official newspaper. Finance Director Thorne gave a PowerPoint presentation reporting the purpose of this hearing is to discuss the budget and levy and allow for public input prior to the final budget and levy determination. She reported the Council passed the maximum levy of \$5,383,784 by resolution on September 3, 2013 and staff has projected the same levy for the final budget resolution. This equals a 0% City property tax increase over the previous year. The Finance Director reported in 2013, the State gave sales tax exemptions to local governments effective January 1, 2014 which allows local government to buy taxable goods and services without paying sales tax, with certain exceptions. She reported the City paid approximately \$107,000 in sales tax in 2012 and estimates a savings of slightly less in 2014. These savings have been incorporated into keeping the property tax levy the same as in 2013. The Finance Director reviewed repayment of interfund loans, water and sewer rates, equipment replacement schedule, Comprehensive Plan and regional agency allocations, and capital improvement. The Finance Director reported the 2014 Budget and property tax levy would be adopted at the December 16, 2013 Council meeting. Some discussion was held regarding the revenue stream for the Sales Tax Fund. Finance Director Thorne will provide the Council with a recap of bond costs paid by sales tax. Barbara Church, 102 E. Wheeler Avenue, appeared before the Council and stated the sales tax dollars should go to the 14/41 project, asked why the funds were consolidated, asked if there was a chance that brush pick up would be reinstated, and spoke of the interlibrary loan program. With no one else appearing, the Mayor closed this portion of the meeting.

Consent Agenda

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

1. Bills and Appropriations.
2. Res. No. 75-13 Approving Donations/Contributions/Grants.
3. Res. No. 76-13 Transferring the City of North Mankato's Duties as the Local Board of Appeal and Equalization to the Blue Earth County Board of Appeal and Equalization for North Mankato Property Located in Blue Earth County.

COUNCIL MINUTES December 2, 2013

Mayor Dehen thanked the Taylor Corporation for the \$10,000 donation for the bookmobile replacement and to others who made donations to the Library.

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

Public Comments

The Mayor opened the meeting for the first time with no one appearing.

Business Items

License Renewals for 2014

Clerk Gehrke presented a list of the 2014 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 2014. All insurance certificates have been received and appropriate fees and property taxes have been paid. The Clerk also presented the 2014 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 2014. **Council Member Steiner moved, seconded by Council Member Norland, to approve all 2014 liquor and other license renewals and authorize the Mayor and Clerk to sign all licenses. Vote on the motion: Freyberg, Spears, Steiner, Norland and Dehen, aye; no nays. Motion carried.**

Set Bid Opening for Materials and Rental Equipment for Year 2014

Council Member Norland moved, seconded by Council Member Freyberg, to set January 6, 2014 for a bid opening on Materials and Rental Equipment for 2014. Vote on the motion: Freyberg, Spears, Steiner, Norland and Dehen, aye; no nays. Motion carried.

Discuss Request for Proposals (RFP) for Professional Realty Services

Planner Fischer requested clarification about the Request for Proposal for Professional Realty Services before the RFP process begins. Council Member Freyberg stated the City has a large investment in the Northport Industrial Park and the property should be actively marketed. Discussion was held regarding the terms of a contract, about erecting a large sign showing the lots available and posting the property for sale on the City's website. The Council requested the City Planner meet with the area commercial realtors to gather information prior to the RFP process and instructed staff to have a sign placed in the area as soon as possible.

City Administrator and Staff Comments

Public Works Director Swanson reported the last day for leaf collection is December 4, 2013 and the compost site will be closing on Monday, December 9, 2013.

Mayor and City Council Comments

Mayor Dehen thanked staff for their assistance on the Kiwanis Holiday Lights at Sibley Park. He reported the parade and the lighting was larger than last year. Volunteers are needed on January 1st to remove the lights.

COUNCIL MINUTES December 2, 2013**Public Comments****Barbara Church, 102 E. Wheeler Avenue**

Barbara Church, 102 E. Wheeler Avenue, appeared before the Council and asked that any openings on committees be posted on the City's website. Mayor Dehen reported that an email has been sent out to existing committee members and that any seats that will be open will be posted on the website.

There being no further business, on a motion by Council Member Steiner, seconded by Council Member Norland, the meeting was adjourned at 7:58 p.m.

Mayor

City Clerk

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item: 7	Department: Finance Director	Council Meeting Date: 12/16/13
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TITLE OF ISSUE: Public Hearing - Five-Year Capital Improvement Plan, 2014-2018

BACKGROUND AND SUPPLEMENTAL INFORMATION: The Five Year Capital Improvement Schedule (CIP) was proposed to Council at the November 18, 2013 workshop. This public hearing is to present the CIP to the residents and businesses of North Mankato and receive input.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: None

For Clerk's Use:

Motion By: _____
 Second By: _____

Vote Record:

	Aye	Nay	
_____	_____	_____	Spears
_____	_____	_____	Steiner
_____	_____	_____	Norland
_____	_____	_____	Freyberg
_____	_____	_____	Dehen

SUPPORTING DOCUMENTS ATTACHED

Resolution	Ordinance	Contract	Minutes	Map
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify) <u>Notice of Public Hearing</u>				
<u>Affidavit of Publication</u>				
<u>2104-2018 Capital Improvement Schedule</u>				

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

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

NOTICE OF PUBLIC HEARING ON
5-YEAR CAPITAL IMPROVEMENT PLAN, 2014-2018
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 16th day of December 2013, to hold a public hearing to consider the City's 5-Year Capital Improvement Plan, 2014-2018.

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 3rd day of December 2013.

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

December 3, 2013
NOTICE OF
PUBLIC HEARING
ON 5-YEAR CAPITAL
IMPROVEMENT PLAN,
2014-2018

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,
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public hearing to consider the
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Plan, 2014-2018.

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with reference to the proposed 5-
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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 3rd day of December
2013.

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

AFFIDAVIT OF PUBLICATION

State of Minnesota, ss.
County of Blue Earth

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

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

(B) The printed _____ Notice _____

_____ which is attached was cut from the columns of said
newspaper, and was printed and published once
each week, for 1 successive weeks; it was first
published on Tuesday, the 3 day of
December, 2013, and was thereafter
printed and published on every Tuesday to
and including Tuesday, the 3 day
of December, 2013; and printed
below is a copy of the lower case alphabet from A to
Z, both inclusive, which is hereby acknowledged as
being the size and kind of type used in the composi-
tion and publication of the notice:

abcdefghijklmnopqrstuvwxyz

By: [Signature]
Publisher

Subscribed and sworn to before me on this 3
day of December, 2013.

[Signature]
Notary Public

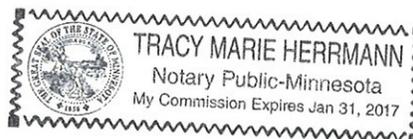


EXHIBIT A

Five-Year Capital Improvement Schedule
For Years 2014 - 2018

Project or Activity	Location	Department	Department	Year	Total Estimated Cost	2014	2015	2016	2017	2018	Funding Source
Financial Computer System	Municipal Building	Administration	Administration	41320	\$150,000	\$150,000					Cash / Capital Facilities & Equipment Replacement
General Equipment - Trucks, Skid loaders, Mowers, etc.	Public Works - Street	All Departments	All Departments	2014	\$60,000	\$60,000					Cash / Capital Facilities & Equipment Replacement
Sirens - Upgrade (from 2012)	Property in the Open	Civil Defense	Civil Defense	42510	\$20,000						Cash / Capital Facilities & Equipment Replacement
Sirens - Water Plant #2	Property in the Open	Civil Defense	Civil Defense	42510	\$28,000			\$28,000			Cash / Capital Facilities & Equipment Replacement
Sirens - New for Expansion	Property in the Open	Civil Defense	Civil Defense	42510	\$28,000				\$28,000		Cash / Capital Facilities & Equipment Replacement
Sirens - Replacement at City Shop	Property in the Open	Civil Defense	Civil Defense	42510	\$28,000						Cash / Capital Facilities & Equipment Replacement
SCBA Air Packs (masks)	Fire Station #2	Fire	Fire	42220	\$60,000	\$60,000					Cash / Capital Facilities & Equipment Replacement
Police Cruiser	Police Annex	Police	Police	42120	\$175,000	\$35,000	\$35,000	\$35,000	\$35,000		Cash / Capital Facilities & Equipment Replacement
Drug Task Force Armored Car	Police Annex	Police	Police	42120	\$60,000	\$60,000					Cash / Capital Facilities & Equipment Replacement
Jetter	Public Works - Street	Sewer	Sewer	49490	\$300,000						Cash / Capital Facilities & Equipment Replacement
Street Sweeper	Public Works - Street	Streets	Streets	43121	\$200,000	\$200,000					Cash / Capital Facilities & Equipment Replacement
Tractor Backhoe	Public Works - Street	Streets	Streets	43121	\$100,000	\$100,000					Cash / Capital Facilities & Equipment Replacement
Loader	Public Works - Street	Streets	Streets	43121	\$150,000	\$150,000		\$150,000			Cash / Capital Facilities & Equipment Replacement
Tar Distributor (Used, 1/2 Nicollet County)	Public Works - Street	Streets	Streets	43121	\$75,000						Cash / Capital Facilities & Equipment Replacement
Dump Truck	Public Works - Street	Streets	Streets	43121	\$225,000					\$75,000	Cash / Capital Facilities & Equipment Replacement
Standby Power from Water II to Fire II	Fire Station #2	Parks	Parks	45202	\$50,000	\$50,000				\$225,000	Cash / Construction Fund (State Aid, Grant, Area Transportation Partnership)
Park Improvements	Park Improvements	Parks	Parks	42510	\$10,000	\$10,000					Cash / General Fund
Caswell North Soccer Complex (Concession Stand)	Park Improvements	Parks	Parks	45202	\$305,000	\$61,000	\$61,000	\$61,000	\$61,000	\$61,000	Cash / General Fund
250 KW Portable Generator	Park Improvements	Parks	Parks	45151	\$250,000	\$250,000					Cash / Sales Tax
Sewer Camera Update	Public Works - Street	Sewer	Sewer	49490	\$102,000			\$102,000			Cash / Sewer Fund
Replace Pump Parts at Wheeler Corp Station	Public Works - Street	Sewer	Sewer	49700	\$20,000				\$20,000		Cash / Sewer Fund
Levee Re-Certification	Levee	Flood Control	Flood Control	49700	\$50,000	\$40,000					Cash / Storm Water Fund
Replace Caulking on Concrete Dike	Levee	Flood Control	Flood Control	49700	\$25,000						Cash / Storm Water Fund
Pull & Repair Well Pump #6	Water Plant #1	Water	Water	49440	\$70,000	\$70,000					Cash / Water Fund
Recast 500K Water Tower Interior	Carlson Drive	Water	Water	49440	\$150,000	\$150,000					Cash / Water Fund
Driveway into Tower Boulevard on Tower Drive	Infrastructure	Water	Water	49440	\$50,000						Cash / Water Fund
Recast 500K Water Tower Exterior	Carlson Drive	Water	Water	49440	\$150,000	\$50,000	\$50,000				Cash / Water Fund
Pull & Repair Well Pump #7 and #9	Water Plant #2	Water	Water	49440	\$130,000	\$150,000	\$65,000	\$65,000			Cash / Water Fund
Well #5 Building & Vehicle Storage	Water	Water	Water	49440	\$150,000					\$150,000	Cash / Water Fund
Replace Controls at Main Lift Station	1008 North River Drive	Sewer	Sewer	49490	\$550,000	\$550,000					G.O. Revenue Bonds / Sewer
Roe Crest / Noretta / Old Belgrade Hill Sewer	Infrastructure	Sewer	Sewer	49490	\$350,000	\$350,000					G.O. Revenue Bonds / Sewer
Roe Crest / Noretta / Old Belgrade Hill Ravine	Infrastructure	Storm Water	Storm Water	49700	\$800,000	\$800,000					G.O. Capital Project Bonds / Property Tax
Complete Reconstruct - Roe Crest - Lee Blvd to Marie Lane	Infrastructure	Streets	Streets	43121	\$1,100,000	\$1,100,000					G.O. Improvement Bonds / Property Tax & Special Assessments / Sewer / Water
Lookout Drive Roundabout and from Hwy 14 to Commerce	Infrastructure	Streets	Streets	43121	\$700,000		\$1,100,000				G.O. Improvement Bonds / Property Tax
New Well #9	Property in the Open	Water	Water	49440	\$1,350,000	\$1,350,000					G.O. Revenue Bonds / Water
Total					\$8,301,000	\$3,986,000	\$1,886,000	\$676,000	\$1,119,000	\$634,000	

CLAIM REPORT
FOR REGULAR COUNCIL MEETING OF DECEMBER 16, 2013

76496	Benco Electric Cooperative	electric bill-All Depts.	\$26,870.10
76497	C & S Supply Co., Inc.	equipment parts & supplies-All Depts.	\$563.52
76498	Lloyd Lumber	equipment parts & supplies-All Depts.	\$1,023.54
76499	PowerPlan	equipment parts-Mun Bldg & Street	\$277.22
76500	Verizon Wireless	cell phone & internet bill-All Depts.	\$250.74
76501	Xcel Energy	electric bill-All Depts.	\$20,911.13
76502	Taylor Employee Purchases	business cards-Admin	\$58.80
76503	Charter Communications	high speed data service-Pol, Fire, Contingency & P/A	\$463.96
76504	Eventis	telephone & internet bill-All Depts.	\$3,503.16
76505	Cardmember Service	charge card items-All Depts.	\$7,950.96
76506	ICMA Retirement Trust - 457	employee payroll deductions	\$3,018.85
76507	ICMA Retirement Trust - Roth IRA	employee payroll deductions	\$660.00
	A-1 Key City Locksmiths	keys-Water Dept.	\$24.05
	All American Towing	towing charge-Police Dept.	\$59.32
	Ameripride Services	mats, uniform & towel service-Street, Shop & Library	\$519.04
	Arnold's of North Mankato	equipment parts-Park Dept.	\$17.50
	Audio Editions	audio books & supplies-Library	\$682.36
	Barnes & Noble	books-Library	\$52.72
	Better Housekeeping Vacuums, Inc.	supplies-Fire Dept.	\$4.26
	Bock, Carl	registration fee for training-Police Dept.	\$30.00
	Bollman Oil, Inc.	diesel for generator-Water & Sewer Depts.	\$1,510.77
	Bolton & Menk, Inc.	engineering fees-All Depts.	\$8,111.50
	Boyer Trucks	equipment parts-Street Dept.	\$144.28
	Brown Traffic Products, Inc.	equipment parts-Street Lighting	\$380.11
	Brunton Architects	construction drawings Caswell North Soccer Fields	\$3,100.00
	Caretakers of Mankato	snow removal-Public Access	\$71.80
	Carquest Auto Parts	equipment parts & supplies-All Depts.	\$421.11
	CDW Government, Inc.	hard drive & cable-Mun Bldg & Library	\$1,646.78
	Computer Technology Solutions	software, computer, equipment parts-Admin & Police	\$958.26
	City of Mankato	water bill-Public Access	\$24.33
	Crysteel Truck Equipment	equipment parts & salt/sand spreader-Street & Park	\$2,345.98
	Energy Sales, Inc.	equipment parts-Water Dept.	\$214.65
	Express Services, Inc.	crossing guards-Police Dept.	\$501.16
	Ferguson Enterprises, Inc.	supplies-Inspections	\$20.71
	FleetPride	equipment parts-Street & Park Depts.	\$291.08
	Forster, Dan	gym membership-Police Physical Fitness	\$165.00
	Free Press	ads-Finance, Comm Dev & Sanitation	\$615.82

CLAIMS CONTINUED

G & L Auto Supply	equipment parts & supplies-All Depts.	\$1,042.42
GMS Industrial Supplies, Inc.	equipment parts-Street Dept.	\$21.32
Gopher State One-Call	one-call locates-Inspections	\$110.40
Green Tech Recycling	recycle electronics-Sanitation	\$1,725.00
Hendrickson, Christopher	running shoes-Police Physical Fitness	\$24.24
Ingram Library Services	books-Library & Bookmobile	\$1,831.47
Keller, J.J. & Associates, Inc.	drug testing-All Depts.	\$240.80
Kennedy & Kennedy Law Office	legal services-Attorney	\$8,820.45
LJP Enterprises of St. Peter	wire baling-Sanitation	\$270.00
LJP Waste & Recycle	transportation charges-Sanitation	\$577.80
Larkstur Engineering	equipment parts-Street Dept.	\$218.08
Mac Tools Distributor	equipment repair-Shop	\$74.09
Mac Queen Equipment, Inc.	equipment parts-Street Dept.	\$1,000.98
Mankato Bearing Co.	lubricant-Shop	\$127.82
Mankato Ford, Inc.	mount tires & equipment parts-Police, Street & Water	\$502.06
Mankato Tent & Awning	sign repair-Street Dept.	\$35.00
Mantronics Mailing Systems, Inc.	rate change protection for postage scale-Wtr & Swr	\$295.29
Matheson Tri-Gas, Inc.	welding supplies-Shop	\$117.31
Mayo Clinic Health System	physicals-Admin & Fire	\$3,203.00
Menards-Mankato	carpet care machine & supplies-Mun Bldg & Sanit	\$358.94
Metro Testing	registration fee for continuing education-Inspection	\$175.00
Minnesota Iron & Metal Co.	equipment parts-Street & Caswell	\$65.19
Minnesota Dept. of Labor & Industry	inspection fees for air pressure tanks-All Depts.	\$110.00
Minnesota Pipe & Equipment	equipment parts & locator-Water Dept.	\$1,127.84
Minnesota Waste Processing Co.	processing fees-Sanitation	\$20,183.50
Mobile Glass Service	equipment parts-Park Dept.	\$282.11
MTI Distributing, Inc.	equipment parts-Mun Bldg & Park	\$1,557.30
NAPA Auto Parts-Mankato	equipment parts-Fire Dept.	\$15.35
Nicollet County Recorder/Abstracter	recording fee-Port Authority	\$46.00
North Central International	equipment parts-Street Dept.	\$402.78
Northern Lights Retail, Inc.	calculator-Finance	\$155.27
Northwestern Power Equipment Co., Inc.	Hi-E-Dry Dehumidifier-Water Dept.	\$3,425.30
Old Dominion Brush Co.	equipment parts-Street Dept.	\$477.55
OverDrive, Inc.	downloadable audio/ebooks-Bookmobile	\$828.19
Pet Expo Distributor	aquatic service-Library	\$78.25
Petty Cash, Clara Thorne	petty cash items-All Depts.	\$112.42
Postmaster	post office box rental-Mun Bldg	\$180.00
Prairie Restorations, Inc.	Estimate #4 Wetland Bank Vegetation Establishment	\$4,275.00
Quest Diagnostics	drug screens-Fire Dept.	\$43.56
Rainbow Printing	supplies-Library	\$700.00

CLAIMS CONTINUED

Red Feather Paper Co.	supplies-Public Access	\$232.88
Retrofit Companies, Inc.	recycle bulbs & supplies-Sanitation	\$259.58
River Bend Business Products	copier maintenance-Mun Bldg, Police & Library	\$993.65
Schwickert's	equipment repair-Police Dept.	\$117.00
Skarpohl Pressure Washer Sales, Inc.	supplies-Street Dept.	\$212.86
Snell Motors, Inc.	keys-Water Dept.	\$73.02
South Central College	special program room rental-Library	\$170.00
Southern Minnesota Construction	asphalt & demo-Street & Park Depts.	\$2,202.53
Staples Advantage	supplies-All Depts.	\$77.27
Stone & Steel Design	pavers-Contingency	\$176.82
Suburban Tire Wholesale, Inc.	tires-Police Dept.	\$1,011.38
Survey Services, Inc.	professional service-Port Authority	\$1,900.00
Tire Associates	tires & tire repairs-Street & Park Depts.	\$1,076.38
Turfwerks	equipment parts-Park Dept.	\$60.16
Turning Point Management	professional service-Admin	\$812.50
US Postal Service	postage-All Depts.	\$3,000.00
Viking Fire & Safety	service fire extinguisher-Police Dept.	\$57.34
Viking Electric Supply	electrical supplies-Park & Water Depts.	\$195.58
Wayne's Auto Body, Inc.	body work & paint-Street & Park Depts.	\$576.72
Werner Electric Supply	equipment parts-Street & Sewer Depts.	\$1,940.59
Zep Sales & Service	degreaser-Shop	<u>\$1,227.44</u>
Total		<u><u>\$158,675.35</u></u>

CLAIMS CONTINUED

General	\$78,345.39
Library	\$5,511.51
Bookmobile	\$1,333.57
Community Development Block Grant	\$682.50
Community Development	\$2,243.78
Contingency	\$1,235.30
Port Authority	\$1,998.70
Capital Facilities & Equipment Replacement-General	\$276.98
Local Option Sales Tax Construction	\$3,100.00
2011 Construction	\$6,549.00
2013 Construction	\$301.10
Water	\$21,757.58
Sewer	\$5,285.93
Sanitary Collection	\$24,932.52
Storm Water	\$2,876.79
Public Access	\$2,067.56
Public Access Equipment Replacement	<u>\$177.14</u>
Total	<u><u>\$158,675.35</u></u>

PORT AUTHORITY INVOICES
FOR REGULAR COUNCIL MEETING OF DECEMBER 16, 2013

Verizon Wireless	cell phone bill-Port Authority	\$52.70
Nicollet County Recorder/Abstracter	recording fee-Port Authority	\$46.00
Survey Services, Inc.	professional service-Port Authority	<u>\$1,900.00</u>
Total		<u><u>\$1,998.70</u></u>

List of Port Authority Bills in the Amount of \$1,998.70

Council Meeting of December 16, 2013

Mayor Mark Dehen

Council Member Kim Spears

Council Member Diane Norland

Council Member William Steiner

Council Member Robert Freyberg

List of Bills in the Amount of \$158,675.35

Council Meeting of December 16, 2013

Mayor Mark Dehen

Council Member Kim Spears

Council Member Diane Norland

Council Member William Steiner

Council Member Robert Freyberg

RESOLUTION NO.

RESOLUTION APPROVING DONATIONS/CONTRIBUTIONS/GRANTS

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/grants are approved as follows:

Donor of Gift	Restriction on Gift	Amount
Creekside Boutique, LLC	Library – books	\$100.00
Anonymous	Library – books	\$400.00
Delta Kappa Gamma NM Chapter	Library – books for backpack program	\$400.00
William G. Altnow	General Fund – Police department	\$50.00
The United Fund of Garden City Township	Library	\$225.00
Traverse des Sioux Library System	Library – Pioneer program	\$110.00
Traverse des Sioux Library System	Library – Haunted Minnesota program	\$62.28

Adopted by the City Council this 16th day of December 2013.

Mayor

City Clerk

RESOLUTION NO.

RESOLUTION SETTING COUNCIL MEETING DATES
FOR YEAR 2014

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 21, 2014
Second February meeting -	Tuesday, February 18, 2014
First September meeting -	Tuesday, September 2, 2014

Adopted by the City Council this 16th day of December 2013.

Mayor

City Clerk

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item: 10.A	Department: Finance Director	Council Meeting Date: 12/16/13
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TITLE OF ISSUE: Approval of Proposed 2014 Budget and Tax Levy, Utility Rates for 2014 and the 2014-2018 Capital Improvement Plan

BACKGROUND AND SUPPLEMENTAL INFORMATION: The public hearing for the 2014 Proposed Budget was held December 2, 2013, and the public hearing for the 2014-2018 Capital Improvement Plan was held earlier this evening. The water and sewer utility rate increases were proposed in the 2014 Budget and discussed in the public hearing on December 2, 2013. The attached resolutions are for Council to adopt the 2014 Budget, the 2013 Tax Levy Collectible in 2014, utility rates for 2014 and the 2014-2018 Capital Improvement Plan.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Adopt Resolutions Approving the General Fund Budget and Auxiliary Fund Budgets for Fiscal Year 2014, Resolution Approving 2013 Tax Levy Collectible in 2014, Resolution Setting Rates and Charges fro Municipal Utilities and Resolution Approving the Capital Improvement Plan 2014-2018

For Clerk's Use:

Motion By: _____
 Second By: _____

Vote Record:

	Aye	Nay	
_____	_____	_____	Spears
_____	_____	_____	Steiner
_____	_____	_____	Norland
_____	_____	_____	Freyberg
_____	_____	_____	Dehen

SUPPORTING DOCUMENTS ATTACHED

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

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

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

RESOLUTION APPROVING THE GENERAL FUND BUDGET
AND AUXILIARY FUND BUDGET
FOR FISCAL YEAR 2014

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 2014 Fiscal Year as follows:

1.	General Fund		
	A.	General Government	\$ 1,483,476
	B.	Public Safety	2,031,905
	C.	Public Works	1,891,508
	D.	Culture-Recreation	1,452,726
	E.	Other Functions	343,835
		TOTAL GENERAL FUND EXPENDITURES	<u>\$ 7,203,450</u>
2.	Auxiliary Fund		
	A.	Special Revenue Funds	363,288
	B.	Port Authority Funds	683,821
	C.	Debt Service Funds	2,878,005
	D.	Capital Project Funds	205,000
	E.	Enterprise Funds	5,647,380
	F.	Trust and Agency Funds	<u>253,742</u>
		TOTAL AUXILIARY FUND EXPENDITURES	<u>\$10,031,236</u>
		TOTAL BUDGET ALL FUNDS	<u>\$17,234,686</u>

BE IT FURTHER RESOLVED, that the City Council approved the Capital Improvement Plan as included in the 2014 Budget documents.

Adopted by the City Council this 16th day of December 2013.

Mayor

City Clerk

RESOLUTION APPROVING 2013 TAX LEVY, COLLECTIBLE IN 2014

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 2014, upon the taxable property in said City of North Mankato, for the following purposes:

General Fund	\$3,778,784
Port Authority Fund	75,000
Bonded Indebtedness	<u>1,530,000</u>
Total Budgeted Levy	<u>\$ 5,383,784</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 16th day of December 2013.

Mayor

City Clerk

RESOLUTION NO.

RESOLUTION SETTING RATES AND CHARGES FOR
MUNICIPAL UTILITIES

WHEREAS, Section 50.02 of the City Code requires the City Council to fix and determine all rates and charges for municipal utilities in the City of North Mankato;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, pursuant to Section 50.02 of the City Code that the following monthly municipal water, sewer, refuse and storm water rates and charges be set effective for billings on and after January 1, 2014:

Water Rates

<u>Meter Size</u>	<u>Minimum Bill</u>
1 ¼" or Smaller	\$10.20
1 ½" to 3"	\$22.15
4" to 6"	\$43.45
8" or Larger	\$77.45

<u>Consumption</u>	<u>Billing Rate</u>
0 Gal. to 2,250 Gal.	Minimum Bill
2,251 Gal. and Over	\$4.35 per 1,000 Gal.

Fire Connections

6" or Smaller	\$10.30
8"	\$18.90
10"	\$34.70
12"	\$53.55
16" or Larger	\$118.10

Sewer Rates

<u>Water Consumption</u>	<u>Billing Rate</u>
0 Gal. to 2,250 Gal.	\$11.40
2,251 Gal. and Over	\$6.35 per 1,000 Gal.

Excessive strength sewage is billed a surcharge.

Rural Water Rates

<u>Meter Size</u>	<u>Minimum Bill</u>
1 ¼" or Smaller	\$15.20
1 ½" to 3"	\$31.05
4" to 6"	\$60.90

<u>Consumption</u>	<u>Billing Rate</u>
0 Gal. to 2,250 Gal.	Minimum Bill
2,251 Gal. and Over	\$6.12 per 1,000 Gal.

<u>Rural Sewer Rates</u>	
<u>Water Consumption</u>	<u>Billing Rate</u>
0 Gal. to 2,250 Gal.	\$11.40
2,251 Gal. and Over	\$7.45 per 1,000 Gal.

<u>Refuse Rates</u>	
Regular Service	\$18.30
Senior Citizen (age 65+)	\$12.25
Extra Pickup per Can	\$2.90
Curbside Recycling	\$2.45

<u>Storm Water Surcharge</u>	
Single Family Residential	\$3.25
All Other (Based on Lot Size)	
0 to 10,000 Sq. Ft.	\$3.25
10,001 Sq. Ft. or More	\$0.325 per 1,000 Sq. Ft.

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, pursuant to Section 50.02 of the City Code that the following monthly municipal water and sewer rates and charges be set effective for billings on and after January 1, 2014:

- Monthly utility payments are due on or before the 10th of each month.
- Delinquent accounts are charged a 10% penalty.
- Consumers are required to read their water meter monthly.
- \$3.00 charge for late readings (later than 10th of the month).
- Consumer must supply final meter reading.
- \$20.00 charge if City personnel make a final reading.
- \$20.00 service charge for turning water on or off (per trip).
- Failure to read meter for three consecutive months – City personnel will read meter and \$20.00 charge will be added for reading the meter.

Adopted by the City Council this 16th day of December 2013.

Mayor

ATTEST:

City Clerk

RESOLUTION APPROVING THE
CAPITAL IMPROVEMENT PLAN COVERING PERIOD OF 2014-2018

WHEREAS, the City of North Mankato has prepared a Capital Improvement Plan covering the period of 2014 through 2018; 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 16, 2013;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, that the Capital Improvement Plan for the period of 2014 through 2018 is hereby approved.

Adopted by the City Council this 16th day of December 2013.

Mayor

City Clerk

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item: 10.B	Department: Administrator	Council Meeting Date: 12/16/13
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TITLE OF ISSUE: Consider Adopting Economic Development Policies

BACKGROUND AND SUPPLEMENTAL INFORMATION: Provided in Work Session packet.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Consider adoption of the Economic Development Policies.

For Clerk's Use:

Motion By: _____
 Second By: _____

Vote Record:

Aye	Nay	
_____	_____	Spears
_____	_____	Steiner
_____	_____	Norland
_____	_____	Freyberg
_____	_____	Dehen

SUPPORTING DOCUMENTS ATTACHED

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

Other (specify) _____

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

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

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item: 10.D	Department: Planner	Council Meeting Date: 12/16/13
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TITLE OF ISSUE: Consider Amendments to the R-3, R-4 and CBD Sections of the Zoning Code.

BACKGROUND AND SUPPLEMENTAL INFORMATION: To better accommodate all residential uses within the R-3, R-4 and CBD districts, staff is proposing amendments to these sections of the Zoning Code. Attached is a staff report which summarizes the request. Should the City Council wish to adopt the proposed amendments, it is necessary to set a public hearing for 7 p.m. on Monday, January 6, 2014.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Consider recommendation from the Planning Commission and set a public hearing for 7 p.m. on Monday, January 6, 2014.

For Clerk's Use:

Motion By: _____
 Second By: _____

Vote Record:

	Aye	Nay	
	_____	_____	Spears
	_____	_____	Steiner
	_____	_____	Norland
	_____	_____	Freyberg
	_____	_____	Dehen

SUPPORTING DOCUMENTS ATTACHED

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

Other (specify) Report
Public Hearing Notice
Planning Commission Minutes of December 12, 2013

<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: _____

R-3, R-4 and CBD ZONING CODE AMENDMENTS

A REQUEST FROM THE CITY OF NORTH MANKATO

THE CITY OF NORTH MANKATO

SUBJECT: R-3, R-4 and CBD Zoning Code Amendments
APPLICANT: City of North Mankato
DATE OF HEARING: December 12, 2013
DATE OF REPORT: December 3, 2012
REPORTED BY: Michael Fischer, City Planner

APPLICATION SUBMITTED

Request to consider changes to the R-3, R-4 and CBD sections of the Zoning Code.

COMMENT

Within the past two years, staff has reviewed building plans for two higher-density apartment complexes. One was proposed within an R-4, Multiple-Dwelling District and one within the Central Business District (CBD). The project within the R-4 district was an apartment complex at the intersection of Marie Lane and Tower Boulevard as shown on Exhibit A. When first proposed by the developer, the building included 48 units. Due to the fact the minimum lot width as regulated in the Zoning Code could not be met, the developer reduced the number of units to 46. In the R-4 zoning district, the lot width requirement for multiple-family dwellings is as follows:

Lot Width (Multiple). Every lot or plat upon which there is erected a multiple-family dwelling consisting of three dwelling units shall require a minimum of 110 feet at the building setback line; each additional dwelling unit attached thereafter shall require a minimum additional width of 20 feet per unit at the setback line.

Believing that the R-4 regulations pertaining to lot width were too restrictive to accommodate reasonable multiple family dwellings, staff surveyed R-3 and R-4 regulations of other area cities as shown on Exhibit B. The results of the survey showed that while North Mankato has comparable regulations for most cities listed on the survey, the current lot width requirements are far more restrictive than other area cities. For this reason, staff believes consideration should be given to amending the minimum lot width requirements in the R-3 and R-4 districts by eliminating the requirements for additional width of 20 feet for each additional unit over three units (see table below).

ZONING CLASSIFICATION	EXISTING	PROPOSED
R-3, Limited Multiple Dwelling	Lot width (multiple). Every lot upon which there is erected a multiple-family dwelling consisting of three dwelling units shall require a minimum width of 100 feet at the building setback line; each additional dwelling unit attached thereafter shall require a minimum additional width of 20 feet per unit at the building setback line.	Lot width (multiple). Every lot upon which there is erected a multiple-family dwelling shall require a minimum width of 100 feet at the building setback line.
R-4, Multiple Dwelling	Lot width (multiple). Every lot or plat upon which there is erected a multiple dwelling consisting of three dwelling units shall require a minimum width of 110 feet at the building setback line; each additional dwelling unit attached thereafter shall require a minimum additional width of 20 feet per unit at the building setback line.	Lot width (multiple). Every lot or plat upon which there is erected a multiple dwelling shall require a minimum width of 110 feet at the building setback line.

In the CBD, a higher density apartment complex was proposed and required the approval of five variances by the Planning Commission and City Council. The results of a survey of other area cities' CBD regulations are shown on Exhibit C. As demonstrated by the survey, North Mankato is the only city that regulates residential uses in the CBD with a multi-family housing zoning classification. Of the cities surveyed, all allow residential dwellings in their CBD districts, some by conditional use permit. Based on the survey results, attached as Exhibit D are proposed amendments to the CBD section of the zoning code. In summary, the amendments include:

1. Change to the "purpose" of CBD.
2. Elimination of any reference to residential uses being regulated by the R-3 section of the code.
3. Specifically permit single-family, two-family, apartments and multi-family dwellings in the CBD.
4. Amend lot size requirements for permitted residential uses.
5. Amend yard regulations (setbacks) for all permitted uses.
6. Eliminate off-street parking requirements in the 200 Block of Belgrade Avenue.

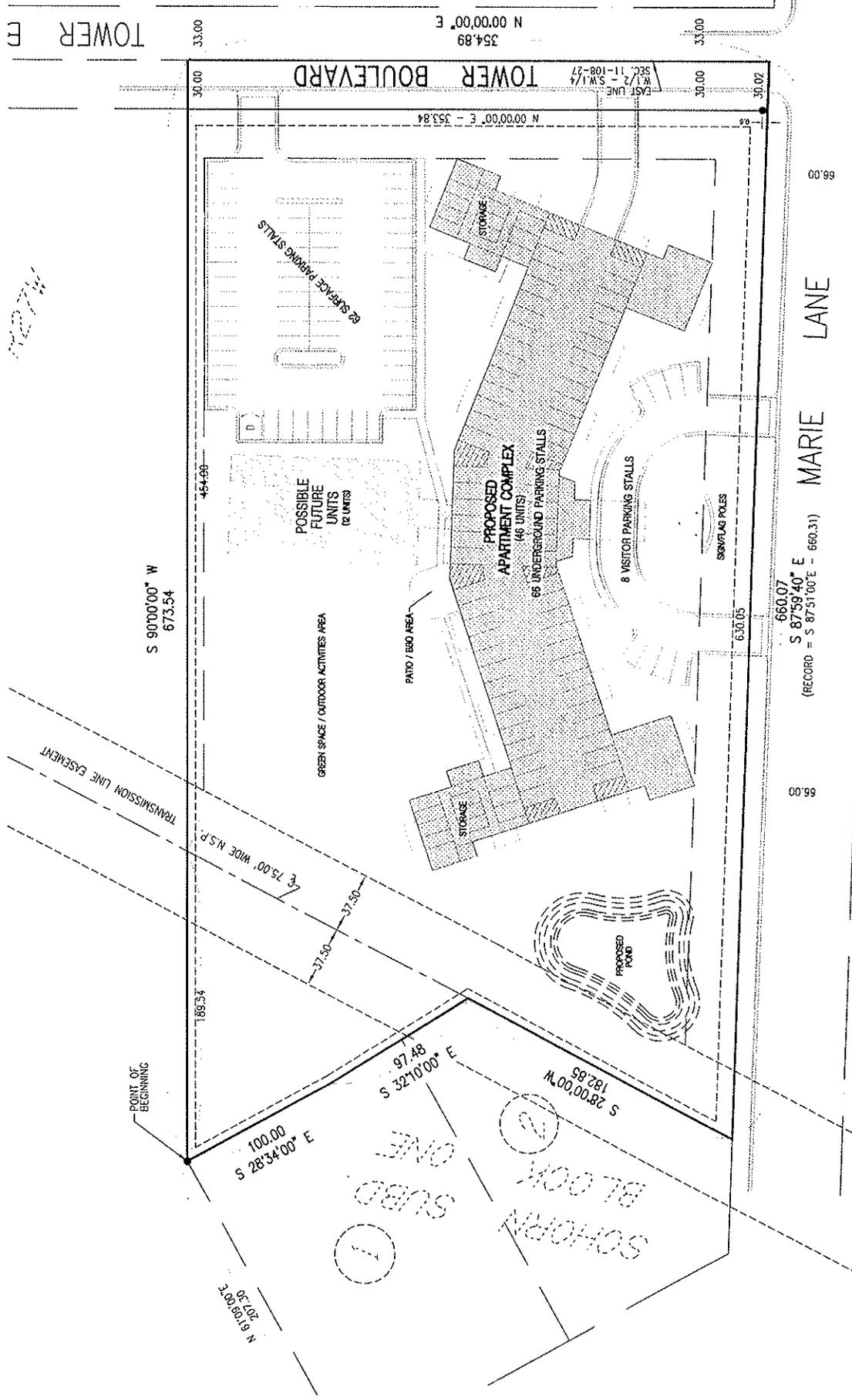
Staff believes amendments to these sections are necessary for several reasons. First, the existing code has not been updated for several years and at the present time is inconsistent with other area cities for the R-3, R-4 and CBD zoning classifications. Second, within the past two years, two reasonable multi-family residential projects have been presented in both the R-4 and CBD districts. One was downsized due to platting requirements and other required several variances. Third, changes to residential use regulations in the CBD are needed to accommodate development and redevelopment of high-density uses given the available land for development does not allow the construction of profitable projects given existing lot width requirements. Fourth, the proposed amendments would eliminate the need to apply variances to projects that staff believe to be acceptable to the public, Planning Commission, Port Authority, and the City Council.

RECOMMENDATION

Staff recommends approval of the amendments as proposed.

TOWER E

74274



MARIE COURT

MARIE LANE

660.07
S 87°59'40" E
(RECORD = S 87°51'00" E - 660.31)

SOHORN BLOCK SUBD. ONE

R-3

	North Mankato	Mankato	Eagle Lake	St. Peter	Waseca	Fairmont	Hutchinson
Minimum Lot Width	100 feet at the building setback line for the first 3 dwelling units; each additional dwelling unit attached thereafter shall require a minimum additional width of 20 feet per unit at the building setback line.	60 feet	70 feet	80 feet	66 feet	85 feet	None
Minimum Lot Depth	100 feet	None	70 feet	None	120 feet	None	None
Minimum Lot Area	11,000 sq. ft. for the first 3 dwelling units plus 1,500 sq. ft. for each additional unit attached.	6,000 sq. ft. for up to 4 units, plus 1,500 sq. ft. for each additional unit in excess of 4 units.	10,000 sq. ft. for up to 4 dwelling units, plus 1,500 sq. ft. for each dwelling unit in excess of 4 units.	10,000 sq. ft. or 2,500 sq. ft. per dwelling unit.	3,000 sq. ft. for apartment buildings (9-15 units). 15 units per acre.	2 bedroom units = 2,250 sq. ft. 3 bedroom units = 3,000 sq. ft.	4,200 sq. ft. per dwelling unit.
Maximum Building Height	3 stories or 45 feet in height.	35 feet	35 feet	45 feet	2-1/2 stories or 35 feet.	3 stories or 45 feet.	35 feet
Maximum Ground Coverage	Not more than 50% of a lot shall be covered by all main and accessory buildings.	The sum of the ground area that may be covered by all structures shall not exceed 35% of the lot area.	The sum of the lot area that may be covered by all structures shall not exceed 35% of the total lot area.	70%	None	None	None

R-4

	North Mankato	Mankato	Eagle Lake	St. Peter	Waseca	Fairmont	Hutchinson
Minimum Lot Width	110 ft. for the first 3 dwelling units at the building setback line; each additional dwelling unit attached thereafter shall require a minimum additional width of 20 ft. per unit at the building setback line.	60 feet	70 feet	None	None	200 feet	None
Minimum Lot Depth	100 feet	None	None	None	None	None	None
Minimum Lot Area	11,000 sq. ft. for the first 3 dwelling units plus 500 sq. ft. for each additional unit attached.	10,000 sq. ft. for up to 4 dwelling units, plus an additional 2,000 sq. ft. for each dwelling unit in excess of 4 units.	10,000 sq. ft. for up to 4 dwelling units, plus an additional 2,000 sq. ft. for each dwelling unit in excess of 4 units.	None	1,500 sq. ft. for apartment building, 30 units per acre.	1 acre minimum.	4,000 sq. ft. per dwelling unit.
Maximum Building Height	3 stories or 45 feet	45 feet.	45 feet.	None	3 stories or 40 feet.	2 stories or 30 feet.	35 feet.
Maximum Ground Coverage	Not more than 60% of a lot shall be covered by all main and accessory buildings.	The sum total of ground area that may be covered by all structures shall not exceed 35%.	The sum total of ground area that may be covered by all structures shall not exceed 35%.	None	None	None	None

CBD

	North Mankato	Mankato	Eagle Lake	St. Peter	Wasca	Fairmont	Hutchinson
	Residential	Commercial					
Minimum Lot Width	100 feet for the first 3 units, each additional unit shall require an additional width of 20 feet per unit.	25 feet	44 feet	None	18 feet	None	None
Minimum Lot Depth	100 feet	140 feet	None	None	None	None	None
Minimum Lot Area	11,000 sq. ft. for the first 3 dwelling units plus 1,500 sq. ft. for each additional unit.	3,500 sq. ft.	6,000 sq. ft.	None	None	None	None
Maximum Building Height	3 stories or 45 feet.	3 stories or 45 feet, taller if issued CUP.	None	50 feet	3 stories or 40 feet.	None	6 stories or 75 feet.
Maximum Ground Coverage	Not more than 50% of a lot shall be covered by all main or accessory buildings.	None	None	100 %	None	None	None
Residential Uses Permitted	Single-family, two-family dwelling and apartments	None	Apartments located above the ground floor (CUP).	Multi-family (CUP).	Single-family and multiple-family dwellings (CUP).	Single-family, two-family and multiple-family residential structures.	Upper level apartment units.
Setbacks	Front – 20 feet Side – 5 feet Rear – 20 feet	None	None	None	None	None	None if located next to commercial use, 10 feet if located next to residential zoning.

§ 156.045 CBD, CENTRAL BUSINESS DISTRICT.

(A) **Purpose.** The Central Business District is intended to ~~establish a district for the purpose of providing a high density shopping environment with special emphasis on pedestrian traffic. provide for low- to high-intensity pedestrian-oriented residential, office, retail, commercial, institutional and mixed-use (commercial/residential) development that supports the integrity of a downtown neighborhood, and serves the entire population. While pedestrian orientation is emphasized, the automobile is also accommodated. The CBD District accommodates the traditional "main street" character of the historical North Mankato downtown area (200 block of Belgrade), but also extends west to accommodate a combination of residential, commercial, and office uses. It includes a traditional residential corridor, with some houses that are maintained as residences and others that have converted to non-residential use.~~

(B) **Special requirements.**

~~(1) Every use, unless expressly exempted by this division, shall be operated in its entirety within a completely enclosed structure; the exception of a use from the requirement of the enclosure will be indicated by the phrase "need not be enclosed" appearing after any use exempted.~~

~~(2) Residential uses that may be permitted shall be regulated by the minimum standards set forth in § 156.040.~~

(C) **Permitted uses.**

(1) The following are permitted uses:

- (a) Antique store.
- (b) Apparel store.
- (c) Appliance store.
- (d) Art gallery, studio, school or supply store.
- (e) Bakeries, retail.
- (f) Banks, savings and loans or finance companies.
- (g) Barber and beauty shops.
- (h) Bars, taverns, and cocktail lounges licensed to sell soft drinks, beer malt, or alcoholic beverages on sale, off sale or both.
- (i) Book store.
- (j) Bowling alley.
- (k) Business machine store.
- (l) Business, trade or commercial school.
- (m) Camera and photographic studio and supply.
- (n) Candy, ice cream, confectionary store.
- ~~(o) Car sales lots, need not be enclosed.~~
- (p) Catalog service and mail order house.
- (q) Caterer.
- ~~(r) Cemetery, memorial garden, need not be enclosed.~~
- (s) Churches.
- (t) Clinic, dental or medical, but not animal clinic.
- (u) Club or lodge.
- (v) Community centers, parks or public buildings.
- (w) Convent, monastery or similar institution for religious training.
- (x) Conventions, or meeting facility.
- (y) Dairy store.
- (z) Dance studio.
- (aa) Day cares.
- (bb) Delicatessen.

(cc) Driveways.

~~(dd)~~(cc) Drug store.

(dd) Dwellings:

-Single-family detached

-Two-family

- Apartments or apartment buildings

-Multiple family dwellings

(ee) Essential public utility and service structures.

(ff) Fences.

(gg) Floral and garden supply including nursery, need not be enclosed.

(hh) Gift, novelty or souvenir store.

(ii) Grocery store.

(jj) Hardware store.

(kk) Hobby store.

(ll) Hotels and motels.

(mm) Institution of religious, charitable or philanthropic nature.

(nn) Interior decorating store and supply.

(oo) Janitorial services.

(pp) Laboratory, medical or dental.

(qq) Laundry or dry-cleaning.

(rr) Leather goods store - retail only.

(ss) Libraries, auditoriums, museums, or other cultural institutions.

(tt) Locksmith or key stand, need not be enclosed.

(uu) Medical appliance sales and fittings.

(vv) Medical intern or resident doctor's quarters.

(ww) Mixed-use buildings and developments

~~(xx)~~(ww) Mortuary, funeral home.

~~(xx)~~Motorcycle sales and service.

~~(yy)~~ Office condominium.

~~(yyzz)~~ Office of any type.

~~(zz)aaa)~~ Optical services and supply.

~~(aaabbb)~~ Parking of vehicles, need not be enclosed.

~~(bbbccc)~~ Pet store, including animal clinic.

~~(cccdde)~~ Private recreation facilities; tennis court, golf club, swimming pool.

~~(eee)~~ Public and private utilities.

~~(dddfff)~~ Rehabilitation center for handicapped persons.

~~(eeeggg)~~ Restaurants or other eating places including drive-ins.

~~(ffhfff)~~ School, public or private.

~~(gggiii)~~ Shoe repair shops.

~~(hhhjjj)~~ Sporting goods store.

~~(iiiikk)~~ Stationery store.

~~(jjjlll)~~ Tailor shops.

~~(kkkmmm)~~ Theater.

~~(lllnnn)~~ Toy store.

~~(mmmooo)~~ Travel bureau or ticket agency.

~~(nnpppp)~~ Variety stores.

(2) Every permitted use allowed shall be constructed on a permanent foundation and be connected to municipal utilities.

(D) **Conditional uses.** The following uses may be permitted if granted a Conditional Use permit under the provisions of Section 156.055:

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- .
- (1) Automobile wash, service or repair;
 - (2) Convenience store;
 - (3) Home and building supply store;
 - (4) Taxidermist;
 - (5) Structures exceeding 3-4 stories or 45 feet in height;
 - (6) Car sales lots, need not be enclosed.
 - (7) Motorcycle sales and service.

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(E) **Accessory uses.** The following is a permitted use: Storage building not to exceed 600 square feet.

(F) **Lot area.** For each permitted or conditional non-residential use there shall be provided not less than 3,500 square feet of lot area. Required lot area for permitted residential uses are as follows:

- (1) Lot area (detached). Every single family detached dwelling erected shall require a lot area of not less than 6,500 square feet.
- (2) Lot area (attached). Every attached dwelling erected shall require a lot area of 3,000 square feet for each unit attached.
- (3) Lot area (two family). Every two family dwelling erected shall require a lot area of not less than 8,800 square feet.
- (4) Lot area (multiple). Every multiple family dwelling (non-attached) erected shall require a lot area of not less than 850 square feet for each unit.

(G) **Lot width and depth.** Minimum lot width of 25 feet and minimum depth of 140 feet.

(H) **Yard regulations.**

(1) For all permitted uses in the CBD District, principal buildings must be located within 10 feet of the front lot line, unless a front yard is required under the provisions of this section. There are no other yard requirements except as may be required for conditionally permitted uses and pursuant to § 156.040 for residential uses, for all uses as follows:

(1) Residential Uses:

(a) Front yard. For all single-family detached, two-family, and attached (townhome) dwellings there shall be a front yard of not less than 20 feet. For all multiple family dwellings (non-attached) there are no front, side or rear yard requirements. When a multiple family dwelling is located adjacent to a single-family residential use, a front yard of not less than 20 feet shall be provided.

(b) Side yard. When any new residential use is located adjacent to an existing residential use, there shall be a side yard, on that side of the building adjacent to the existing residential use, of not less than 5 feet in width, plus 1 additional foot of side yard required for each 1 foot or fraction thereof of building height in excess of 30 feet.

(c) Rear yard. When any new residential use is located adjacent to an existing residential use, there shall be a rear yard of not less than 20 feet.

(2) Non-residential Uses:

(a) Front yard. For all permitted non-residential or mixed uses, there shall be a front yard of not less than 20 feet when such a structure is located across the street from an area zoned to a residential district classification. When a permitted non-residential or mixed use is located adjacent to a single-family residential use, a front yard of not less than 20 feet shall be provided. Off-street parking shall not be located in that front yard area. Where the lot is located at the intersection of two or more streets there shall be a front yard on each street side.

(b) Side yard. When a permitted non-residential or mixed use is located adjacent to an existing residential use, there shall be a side yard, on that side of the lot adjacent to the residential use, of not less than 10 feet in width, plus 1 additional foot of side yard required for each 1 foot or fraction thereof of building height in excess of 30 feet.

(c) Rear yard. None required.

~~(2) Transitional yards may be required.~~

(I) Ground coverage. There are no maximum ground coverage requirements.

(J) Height regulations. No structure hereafter erected or altered shall exceed 3-4 stories or 45 feet in height, except as may be permitted in subsection (D)(5) of this section, as regulated by this chapter.

(K) Off-street parking. Uses within the CBD district shall meet the off-street parking and loading requirements of Section 156.053. However, properties having frontage on the 200 block of Belgrade Avenue are exempt from off-street parking and loading requirements.

(1975 Code, § 11.15) (Am. Ord. 33, passed 3-21-1983; Am. Ord. 46, passed 6-18-1984; Am. Ord. 8, 4th series, passed 1-16-2007; Am. Ord. 17, 4th series, passed 1-17-2008)

§ 156.003 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

LOT WIDTH. The width of a lot is its width measured at the front setback line.

LANDSCAPING. Plantings such as trees, grass, and shrubs.

Mixed Use Building: A building or structure that incorporates two or more use types within a single building or structure, provided that each use type is permitted within the Zoning District in which the building or structure is to be located.

Mixed Use Development: A single development that incorporates complementary land use types into a single development.

MOTEL. A combination or group of 2 or more detached, semi-detached or connected permanent buildings that are used for overnight transient living accommodations and are oriented toward travelers parking their automobiles.

NONCONFORMING USE. Any pre-existing structure or previously permitted use of land which is inconsistent with the current provisions of this chapter or any amendment thereto.

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the City Council of the City of North Mankato, Minnesota, will meet in the Council Chambers of the Municipal Building, 1001 Belgrade Avenue, North Mankato, Minnesota, at 7 p.m. on the 6th day of January, 2014, to hold a public hearing to consider amendments to the R-3, R-4 and CBD Sections of the Zoning Code.

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

Dated this 16th day of December 2013.

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

Minutes
of the
NORTH MANKATO PLANNING COMMISSION MEETING
North Mankato, Minnesota
December 12, 2013

A regular meeting of the North Mankato Planning Commission was held at 7 p.m., December 12, 2013, in the Council Chambers of the Municipal Building.

Planning Commission Members present: Chair Stephanie Stoffel, Mike Smith, Corey Brunton, Rick Haman and Mark Weinstein. Staff members present: Council Liaison Bob Freyberg, City Attorney Michael Kennedy and City Planner Michael Fischer.

A motion was made by Commissioner Weinstein, seconded by Commissioner Smith, to approve the minutes of the October 13, 2013 regular meeting of the Planning Commission. Vote on the motion: all ayes, 0 nays; motion carried.

Consider Amendments to the R-3, R-4 and CBD Sections of the Zoning Code

Planner Fischer presented proposed changes to the R-3, R-4 and CBD Section of the Zoning Code to better accommodate the development of apartments in these districts. Staff summarized past requests for apartments and issues encountered based on current zoning code regulations and presented specific amendments in these districts. Attorney Kennedy summarized the process the City uses to make zoning code amendments including the City Council's direction for the Planning Commission to review proposed changes and make recommendations to the City Council. Attorney Kennedy spoke regarding the litigation involving a proposed project in the Central Business District (CBD) and past City Council approval of variances to accommodate the proposal. Chair Stoffel acknowledged that the Planning Commission had previously asked staff to recommend zoning code changes. Council Liaison Freyberg spoke about the preparation of the Comprehensive Plan as it relates to North Mankato and Mankato and the City Council's desire to have the Planning Commission review the proposed recommendations. Barb Church, 102 E. Wheeler Avenue, stated the Planning Commission should not consider zoning code changes during the Comprehensive Planning process and indicated the surveys of other cities' zoning code regulations do not provide enough information to make amendments. Tom Hagen, 927 Lake Street, questioned why the zoning code amendments are being considering during the preparation of the Comprehensive Plan and spoke about the decisions that elected officials make. Kim Spears, 916 South Avenue, stated amendments should not be made until the Comprehensive Plan is done and questioned the timing of the proposed amendments and the order in which they should be made. Sharon Schaller, 241 Belgrade Avenue, noted that she spoke with a resident who had concerns regarding the timing of the proposed amendments in relationship to the Comprehensive Planning process. Heather Milton, 244 Wheeler Avenue, stated she and other area residents did not know about the proposed changes, questioned the timing of the changes in relationship to the Comprehensive Planning process and questioned why the Marigold property is not rezoned to accommodate an apartment. Attorney Kennedy stated it will be necessary to make zoning code changes after the Comprehensive Plan is adopted. Commissioner Brunton stated diversity and density are healthy, the

proposed changes are timely, and the current zoning code is out-of-date and not consistent with other area cities. Commissioner Brunton summarized other cities use of Planned Unit Developments to accommodate various projects. The Planning Commission held considerable discussion regarding the current zoning code regulations, the need to make amendments, ability to make changes after the Comprehensive Plan is adopted and the benefits of increased residential density within the downtown. It was moved by Commissioner Weinstein, seconded by Commissioner Brunton, to approve the proposed changes to the R-3, R-4 and CBD zoning districts. Chair Stoffel offered a friendly amendment that off-street parking requirements should not be exempt for residential uses within the 200 Block of Belgrade Avenue. Vote on the motion: all ayes, 0 nays; motion carried.

In other business, Planner Fischer presented Chapter 2 of the Comprehensive Plan for review and comment. Staff summarized the public participation opportunities to date and the process of individual chapter reviews by the Planning Commission.

There being no further business, it was moved by Commissioner Weinstein, seconded by Commissioner Smith, to adjourn the meeting. Vote on the motion: all ayes, 0 nays; motion carried. The meeting was adjourned at 8:25 p.m.

Chair _____

Secretary _____

FOR MORE INFORMATION

You may visit CenterPoint Energy's offices during normal business hours (8 a.m. to 5 p.m., Monday through Friday) to examine the proposed rate schedule and a comparison of present and proposed rates at:

800 LaSalle Avenue, 14th floor
Minneapolis, MN 55402

Phone: 612-372-4727

Web: CenterPointEnergy.com/RateCase

Or you may contact the Department of Commerce at:

85 Seventh Place East, Suite 500
St. Paul, MN 55101
Phone: 651-539-1534

Persons with hearing loss or speech disabilities may call through their preferred Telecommunications Relay Service.

Web: <https://www.edockets.state.mn.us/EFiling/search.jsp>
(Select 13 in the year field, enter 316 in the number field, select search, and the list of documents will appear on the next page), to examine the filing.

ACCOMMODATIONS

If any reasonable accommodation is needed to enable you to fully participate in these public hearings (for example, sign language or foreign language interpreter, wheelchair accessibility, or large print materials), please contact the MPUC at 651-296-0406 or 800-657-3782 one week in advance of the hearing.



RATE INCREASE NOTICE

NOTICE OF PUBLIC HEARINGS FOR CENTERPOINT ENERGY MINNESOTA CUSTOMERS

On August 2, 2013, CenterPoint Energy filed a request with the Minnesota Public Utilities Commission (MPUC) to change its rates for utility distribution service. If approved by the MPUC, the proposed new rates will result in an overall increase in revenue of \$44.3 million, or about 5 percent annually. The requested increase would add about \$4.00 to a typical residential customer's monthly bill.

We expect the MPUC's final decision on this request in June 2014. If final rates are less than interim rates, customers will be refunded the difference with interest. If final rates are higher, customers will not be charged the difference.

PUBLIC HEARINGS

Any CenterPoint Energy customer or other person may attend or provide comments at the hearings. You are invited to comment on the adequacy and quality of CenterPoint Energy's service, the level of rates or other related matters. You do not need to be represented by an attorney.

Administrative Law Judge, LauraSue Schlatter will conduct five public hearings. You may participate at any of the following dates, times and locations:

Date	Time	Locations
Monday Dec. 2	7:00 p.m.	Central Lakes Community College 501 W. College Dr., Room E203, Brainerd
Tuesday Dec. 3	7:00 p.m.	Normandale Community College, Classroom P0808 9700 France Ave. S., Bloomington
Wednesday Dec. 4	7:00 p.m.	Mankato Place Mall, Mankato Room 12 Civic Center Plaza, Mankato
Monday Dec. 9	1:00 p.m.	CEAP -- Community Room 7051 Brooklyn Blvd., Brooklyn Center
Tuesday Dec. 10	7:00 p.m.	Sabathani Community Center, Auditorium 310 E. 38th St., Minneapolis

WRITTEN COMMENTS

Written comments may be sent to:

Administrative Law Judge, LauraSue Schlatter

Office of Administrative Hearings (OAH)

P.O. Box 64620

St. Paul, MN 55164-0620

ratecomments.oah@state.mn.us

Customers may also send comments to the Minnesota Public Utilities Commission:

121 Seventh Place East, Suite 350

St. Paul, MN 55101-2147

Email: PublicComments.puc@state.mn.us

Telephone: 651-296-0406 or 800-657-3782 or your preferred Telecommunications Relay Service

Written comments are most effective when the following three items are included:

1. The issues in CenterPoint Energy's proposal you are addressing
2. Your specific recommendations
3. The reason for your recommendations.

Please include OAH docket number 80-2500-30979 and MPUC docket number G-008/GR-13-316 in all communications. The deadline for written comments is **December 31, 2013**.

Important: Comments will be made available to the public on the MPUC's website, except in limited circumstances consistent with the Minnesota Government Data Practices Act. The MPUC does not edit or delete personal identifying information from submissions.

EVIDENTIARY HEARINGS

Formal evidentiary hearings on CenterPoint Energy's proposal are scheduled to start on January 14, 2014, in the MPUC's large hearing room, 3rd floor, 121 Seventh Place East, St. Paul. The purpose of the evidentiary hearings is to allow CenterPoint Energy, the Minnesota Department of Commerce – Division of Energy Resources, the Minnesota Office of Attorney General – Antitrust and Utilities Division and others to present testimony and to cross-examine each other's witnesses on the proposed rate increase.

Anyone who wishes to formally intervene in this case should contact the Administrative Law Judge, LauraSue Schlatter, at the above address.

CenterPoint Energy requested the rate changes described in this notice. The MPUC may either grant or deny the requested changes, in whole or in part, and may grant a lesser or greater increase than that requested for any class or classes of service.

The chart below shows the effect of both the interim and proposed rate changes on monthly bills for residential, commercial and industrial customers with average natural gas use:

Customer type (usage in therms)	Avg monthly usage in therms	Avg monthly bill: current rates	Avg monthly bill: interim rates	Avg monthly bill: rates proposed
Residential	73	\$57.50	\$60.25	\$61.50
Commercial/Industrial - Up to 1,500/year	60	\$51.50	\$54.00	\$55.00
Commercial/Industrial - 1,500 to 5,000/year	226	\$166.50	\$174.75	\$167.25
Commercial/Industrial - 5,000 or more/year	1,136	\$774.25	\$812.00	\$788.50
Small Volume Dual Fuel Sales Service - Up to 120,000/year	3,799	\$2,114	\$2,217	\$2,161
Small Volume Dual Fuel Sales Service - 120,000 or more/year	13,743	\$7,449	\$7,813	\$7,617
Large Volume Dual Fuel Sales Service	125,750	\$59,200	\$62,089	\$60,736

** Figures above are rounded (residential and commercial/industrial customers are rounded to the nearest \$0.25 and dual fuel customers are rounded to the nearest whole number).*



November 18, 2013

Mr. Michael Fischer
Interim City Administrator
City of North Mankato
P.O. Box 2055
1001 Belgrade Avenue
North Mankato, MN 56003

Dear Mr. Fischer,

Charter Communications is committed to improving the overall experience for customers in your community and is delivering more value with new and existing products & services. This letter is to inform you about upcoming changes to our customers' pricing and packaging.

Charter continues to add new HD channels at no additional cost; provide more than 10,000 On Demand choices, more than 1500 of them in HD. As customers continue to expand their TV viewing to alternate devices such as tablets, Charter offers downloadable channel apps that enable customers to use these devices for viewing and to access their DVRs remotely. Also, Charter TV and Internet customers can now access the Charter TV App, providing more than 100 live TV channels inside their home on their tablet or smartphone at no additional charge.

We work hard to manage our business expenses, however, at this time we find it necessary to make adjustments to our pricing that reflect cost changes in the marketplace. Upcoming customer statements will reflect adjustments made to pricing for customers in your community. Customers currently on promotional pricing will not see a change in this portion of their fee during the promotional period.

Adjustments effective with **January 2014** statements:

- Broadcast TV Surcharge, which reflects charges assessed to Charter by broadcast TV stations, from \$2.15 to \$3.50
- Digital Home from \$65.99 to \$66.99
- For Legacy service offerings, Interactive Guide Services from \$5.99 to \$6.99
- For New Product Pricing offerings, Set-top box, including Interactive Guide Services from \$5.99 to \$6.99
- Latino View from \$5.00 to \$6.99
- Charge of Service Truck Required from \$33.50 to \$49.99
- Customers installing Charter TV service may elect to have outlets installed via a "wall fish" to hide wiring. A standard wall fish will be \$50.00. For a non-standard (custom) wall fish, the standard wall fish charge applies for the first 60 minutes, then the Hourly Labor Charge applies for each additional 15 minutes.
- Installation Video from \$48.95 to \$49.99

Adjustments effective with **February 2014** statements:

- Limited Basic from \$12.35 to \$14.57
- Expanded Service from \$52.64 to \$50.42
- Limited Basic & Expanded Service from \$64.99 (*No Adjustment*)

If you have any questions about these or any other changes, please contact me at 507-285-6110 or LeeAnn.Herrera@charter.com

Sincerely,



LeeAnn Herrera
Director Government Relations (MN/NE)
Charter

LH/bo