

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 February 19, 2013. 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 Spears, Steiner, Norland and Freyberg, Interim City Administrator Fischer, City Clerk Gehrke, and Engineers Malm and Sarff. Absent: Finance Director Thorne and Attorney Kennedy.

Approval of Agenda

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

Approval of Minutes

Council Member Freyberg moved, seconded by Council Member Steiner, to approve the minutes of the February 4, 2013 Council meeting. Vote on the motion: Spears, Steiner, Norland, Freyberg and Dehen aye; no nays. Motion carried.

Correspondence**Xcel Energy Rate Increase Notice**

Mayor Dehen presented a notice from Xcel Energy reporting they are requesting a 10.7 percent rate increase effective January 1, 2013. Public hearings will be held regarding this proposed rate increase with one hearing held on Monday, March 18, 2013 at the Civic Center in Mankato. The Mayor encouraged anyone interested in providing comment to appear at the hearing. The Minnesota Public Utilities Commission (MPUC) will evaluate the request and make its decision on final rates in September 2013.

South Central College President Search

The Mayor presented an invitation for the Council to visit with the finalists for the new President at South Central College. Luncheon forums will be held on February 20, 21, and 22 for the three finalists.

Letter from Minnesota Department of Transportation

Mayor Dehen presented a letter from the Minnesota Department of Transportation (MnDOT) which in part stated Governor Dayton directed MnDOT to include a segment of Highway 14 (Nicollet to North Mankato) in the 20-year plan. The remaining Highway 14 needs are being assessed through the MnDOT Minnesota State Highway Investment Planning process (MnSHIP). Bills are currently being sponsored by Legislators to complete the entire Highway 14 corridor.

Kearney International Center at Minnesota State University, Mankato

The Mayor presented an invitation as an honorary guest and speaker at the 37th annual Mankato Area International Festival themed "Passport to Discovery" which will be held at 11:00 a.m. on Sunday, April 14, 2013 at Minnesota State University, Mankato.

Report on Well-Being of Children and Youth in Mankato/North Mankato – Fulfilling the Five Promises

The Mayor presented the final report on the Well-Being of Children and Youth in Mankato/North Mankato – Fulfilling the Five Promises. The complete report and summary are available on the Mankato YWCA website.

Open the Meeting to the Public for the First Time

Barbara Church, 102 E. Wheeler Avenue

Barbara Church, 102 E. Wheeler Avenue, appeared before the Council and thanked the Taylor organization for their generous donations in the past and the recent donation for the North Mankato Taylor Library Summer Reading Program.

Ms. Church addressed the variances for the Marigold site referencing Minnesota Statute 462.357, Subd. 6 which states in part that variances shall only be permitted when they are in harmony with the general purposes and intent of the ordinance and when the variances are consistent with the comprehensive plan. Ms. Church also referenced City Code Section 146.045 which states the purpose of the Central Business District is to establish a district for the purpose of providing a high density shopping environment with special emphasis on pedestrian traffic. In summary, Ms. Church urged the Council to deny the variances for this project.

Tom Marks, 428 Wheeler Avenue

Tom Marks, 428 Wheeler Avenue, appeared before the Council, and stated he agrees with Ms. Church's comments. He stated he categorically opposes the proposed Marigold project stating he believes it is out of character with the Central Business District (CBD). He appreciates the new Brunton Architect building which is consistent with the other buildings in the CBD. He stated a comprehensive plan should include input from citizens. Mr. Marks stated the City Code is put in place to protect the citizens and it is the duty of the Council to find out what the citizens want.

John Todtleben, 522 Lyndale Street

John Todtleben, 522 Lyndale Street, appeared before the Council and stated he is in favor of the Marigold project stating he believes housing is the only use for this property. He said a lot of thought has been put into this project, buildings are going to change and he would like to see the project go forward.

Eric Harriman, 408-1/2 Wheeler Avenue

Eric Harriman, 408-1/2 Wheeler Avenue, and member of City Center Partnership, appeared before the Council and spoke of the dual focus of serving neighborhoods and downtowns stating monolithic districts do not work but that downtowns are revitalized by the population they serve. He reported the City Center Partnership supports the Marigold Project and believes it is in keeping with the E2020 Strategic Plan which supports increasing mass and finding ways to look forward to support the vibrancy of the downtown area.

Bob Knutson, 987 Belvista Drive

Bob Knutson, 987 Belvista Drive, and President of the North Mankato Port Authority, appeared before the Council and spoke in favor of the Marigold project reporting the Central Business District (CBD) is currently not vibrant and needs density of population to support the downtown. He stated that adding retail is not the solution.

Jim Whitlock, 332 Belgrade Avenue

Jim Whitlock, 332 Belgrade Avenue, and President of Business on Belgrade, appeared before the Council and reported that when Business on Belgrade was formed eight years ago, three issues were identified as concerns for the Central Business District: 1) Density of population, 2) Increased parking, and 3) Reduction of traffic speeds on Belgrade. He recapped the loss in population in this

area from the 1965 flood and stated it is time to add population growth by allowing this project to go forward.

Vanyo Moody, 200 Belgrade Avenue

Vanyo Moody, 200 Belgrade Avenue, and developer for the Marigold project, appeared before the Council and recapped the variance requests for 400 Wall Street stating the Planning Commission recommended approval of the variance requests. He reported that since the first phase of Marigold was constructed some businesses have reported a 30 percent increase on Belgrade Avenue. He also stated that general parking is allowed nights and weekends on the 200 Belgrade property. Mr. Moody requested the Council approve the variances for the second phase of the Marigold project.

Jim Hughes, 247 W. Wheeler Avenue

Jim Hughes, 247 W. Wheeler Avenue, appeared before the Council and stated the development agreement for this project is null and void, and asked for a moratorium on variances. Mr. Hughes also stated his concern about ponding of water and building in a flood plain. City Engineer Malm reported the project site is not located in a flood plain, the Minnesota Department of Transportation (MnDOT) has been involved in the planning and the drainage on this site is contained.

Bess Tsaouse, 136 Mary Circle

Bess Tsaouse, 136 Mary Circle, appeared before the Council and stated the statutory criteria are not being met and the Planning Commission ignored the Minnesota Statutes for variances and did not attempt to explain their rationale for doing so in the Planning Commission minutes.

Phil Henry, 1300 Noretta Drive

Phil Henry, 1300 Noretta Drive, appeared before the Council and spoke about the cost of the Marigold project and stated that Mankato did not use Tax Increment Financing for the apartment complex recently constructed.

Nicollet County Board Actions

Mayor Dehen reported staff members from Nicollet County and North Mankato are reviewing the chip spreader models and will be making recommendations for which model to purchase in the next month.

Consent Agenda

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

- A. Audio and Large Group Permit for American Legion Fall Blast, Wheeler Park, Saturday, August 24, 2013 from 11 a.m. to 10:30 p.m.
- B. Audio and Large Group Permit for 5K Run and Easter Egg Scramble, Benson Park, Saturday, March 30, 2013 from 9-11 a.m.
- C. Parade Permit for 5K Run and Easter Egg Scramble, Benson Park, Saturday, March 30, 2013 from 9-11 a.m.
- D. Resolution No. 17-13 Approving Donations/Contributions.

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

Staff Reports**City Planner****Minutes of February 14, 2013 Planning Commission Meeting**

The Council accepted the minutes of the February 14, 2013 Planning Commission Meeting.

Preliminary and Final Plat of Raker Addition

Planner Fischer presented a request from Matthew Raker to replat Lots 22 and 23, Block 1, J.B. Nelsen's Addition. He reported the applicant's house is located on Lot 22 and he has recently purchased Lot 23 which is a vacant lot. In order to accommodate a future addition to the applicant's existing home, it is necessary to replat the two lots as one described as Lot 1, Block 1, Raker Addition. The Planning Commission reviewed the preliminary and final plat of Raker Addition and recommended approval. **Council Member Steiner moved, seconded by Council Member Norland, to approve the preliminary and final plat of Raker Addition. Vote on the motion: Freyberg, Spears, Steiner, Norland and Dehen, aye; no nays. Motion carried.**

V-1-13, Variance Requests for Lot Area, Lot Width, Setback and Lot Coverage at 400 Wall Street

Planner Fischer reported that in December 2012 both the Planning Commission and City Council denied variances to accommodate the development of a 6-story, 106-unit apartment complex on the balance of the Marigold property. The co-applicant, Vanyo Moody has revised the project consisting of a 4-level, 58-unit complex with different setbacks from the original variance request. Council Member Freyberg read the following into the record:

"The following is a list of facts concerning Marigold:

1. Van Moody on 2/14/2013 stated that this is the 72nd month that he has been working on this project and that he did not previously know about the need for variances.
2. On January 10th, 2013, my first Planning meeting, I asked if the commission uses the code book. They stated "no" because they can get it on-line. At this meeting I also asked how the Marigold was able to get this far, (72 months) without the knowledge of variances. No reply.
3. At the same meeting I asked things relating to the role of the planning commission and the attorney forwarded his response. Item 4 in his response states "The Planning Commission may recommend a variance from the provisions of this chapter when" However, the rest of this sentence is important and it reads in entirety City Code 155.10 "The Planning Commission may recommend a variance from the provisions of this chapter when, in its opinion, undue hardship may result from strict compliance. In granting any variance, the commission shall prescribe only conditions that it deems necessary to or desirable for the public interest." It does not state for the developer's interest.
4. City Code 156.085 (A) Planning Commission. The planning commission shall have the power and duty of hearing and recommending to the council as herein provided, appeals or requests in the following cases. (B) Variances. No variance shall be granted unless adequate evidence is produced showing: (1) Extraordinary circumstances. That there are exceptional or extraordinary circumstances of conditions applying to the land, building, or uses in the same classification. (2) Necessity. That the granting of the application is necessary for the preservation and enjoyment of substantial property rights of the petitioner. (3) Not detrimental. That the granting of such application will not, under the circumstances of the particular case, materially adversely affect the health or safety of persons residing or working in the neighborhood of the property of the applicant, and will not, under the circumstances of the particular case be materially detrimental to the public welfare or injurious to property or improvements in said neighborhood. In granting a variance, the board and council may impose conditions to insure compliance and to protect adjacent properties.

5. On 2/14/2013 Knutson stated that the code is "out of date". Code is established by comprehensive land use management or in the absence of a plan, zoning is used instead. Code relative to land management does not get out of date. Land use and zoning can be changed requiring the alternative codes to be in place. Consistency of code is what people building or buying homes and businesses rely on.
6. On 2/14/2013 the statutory "three practical difficulties" were read. However, one line of the actual statute was omitted. This is that line: 2012 Minnesota Statute 462.357 Subdivision 6. Appeals and adjustments. "Economic considerations alone do not constitute practical difficulties." On 2/14/2013 the variances being requested were deemed necessary for Mr. Moody's project to be financially or economically feasible.
7. On 2/14/2013 the planning commission suggested that a soil correction is a reason to pass one of the difficulties tests. According to the developers agreement the Port Authority will be paying for the soils corrections, so this no longer is a difficulty to Mr. Moody.
8. On 2/14/2013 Tom Hagen, who was co-chair of Envision 2020 stated that the Marigold project does not meet the criteria of Envision 2020.
9. On 2/14/2013 the planning commission concluded with the following findings from the minutes: Mr. Smith stated the project would act as a buffer between commercial and residential uses. Mr. Brunton stated Density and Diversity is healthy in downtowns and the project is a transitional use between existing commercial and residential uses. Mr. Meyer stated the uniqueness of the variance requests would prevent further precedent for granting variances. Mr. Bode said he supports the project but abstained due to a conflict of interest. Chair person Stoffel questioned if the statutory criteria for granting variances, had been met and subsequently voted no on all requests. These conclusions are opinions as to the project, not facts that substantiate factual reasons that satisfy "practical difficulties."
10. Handbook For Minnesota Cities by the League of Minnesota Cities Chapter 14 Section 3 Making a Record and Judicial Review (updated 9/18/2012) states; A decision making body cannot use vague and speculative opinions as a basis for a decision. This also applies to unsubstantiated concerns from citizens. However, expert testimony supporting the citizens' point of view may not be necessary if there is a factual basis for the opposition. Citizen Barb Church's testimony is factual direct quotes from Code and Statutes as well as those from Bess Tsaouse. Tom Hagen's factual comments come from his experience as a co-chair with Envision 2020.
11. On 12/13/2012 the planning commission voted unanimously (Weinstein abstained) to deny the variances "...due to the failure to meet the three-factor practical difficulties test..."
12. On 12/17/2012 the council, by a majority, voted against all of the requested variances stating it didn't meet the statutory three-factor difficulties test.
13. On 2/14/2013 Mr. Moody presented the Planning commission a letter from US Bank stating they are "pleased to consider your request to provide financing for the proposed Marigold Apartments multi-family development currently in process of being developed." However, the second to the last paragraph states as follows ... "To that end, this letter is an expression of interest only, and it is not a contract, commitment nor intent to be bound ..."
14. Previously, the council has delayed action on the grounds that it has not received the financials nor the proforma that it has requested. The bank letter states that they, the bank, have received them, but not the council.
15. The significance of this is found in the granting of TIF which is the request that will be made following the passing of the variance requests. 2012 Minnesota Statutes section 469.175 Subd 3. Municipality approval paragraph 2 states "that, in the opinion of the municipality: (i) the proposed development or redevelopment would not reasonably be expected to occur solely through private investment within the

reasonably foreseeable future. Therefore, the council needs this information recorded in their findings, to demonstrate the "but for". We can only determine the need by seeing the numbers.

16. Practical Difficulties Test; My findings

- A. Property owner proposes to use the property in a reasonable manner. No. The applicant wants to place 58 units on a parcel designed for 12. This is not reasonable and is requested for economic reasons which is clearly discouraged as previously stated in #6 above.
 - B. The land owner's situation is due to circumstances unique to the property not caused by the owner. No. The applicant claims soils correction is needed to make the project work. However, the Port Authority has indicated in the developer's agreement that the Port would pay for the soils correction, so this does not encumber the developer and removes the uniqueness factor.
 - C. The variance, if granted, will not alter the essential character of the locality. No. A four-story building with a substantial parking lot and modern exterior, as per testifying neighbors, will alter the character of the locality and not resemble Belgrade businesses per public testimony.
17. Lastly, the council is put in a very difficult situation. The developer has threatened to sue the city if it does not grant the variances. The neighborhood would like to sue if we grant the variances."

Council Member Freyberg moved, seconded by Council Member Spears, to table V-1-13, the request for lot area, lot width, and setback and lot coverage variances at 400 Wall Street awaiting legal advice from the City Attorney. Council Members Steiner and Spears stated the Council does need legal advice on this matter. Council Member Norland stated very reluctantly she would go along but this is all smoke screen. Mayor Dehen stated the new City Administrator would soon be on board and it would be good to have an unbiased set of eyes look at the project. **Vote on the motion: Spears, Steiner, Freyberg and Dehen, aye; Norland abstained; no nays. Motion carried.**

Interim City Administrator

Res. No. 18-13 Approving Plans and Specifications and Ordering Request for Quotes for Relocation of Municipal Utilities

Interim Administrator Fischer reported that contingent on the approval of the variances for the Phase 2 Marigold Project, it is necessary to approve plans and specifications and order request for quotes for the relocation of municipal utilities on this site. He noted the estimated project cost is under \$100,000 and therefore quotes may be taken in lieu of bids. Sales tax dollars could be used for funding for relocation of the utilities. **Council Member Norland moved, seconded by Council Member Steiner, to adopt Resolution No. 18-13 Approving Plans and Specifications and Ordering Request for Quotes for Relocation of Municipal Utilities. Vote on the Resolution: Spears, Steiner, Norland, Freyberg and Dehen, aye; no nays. Motion carried.**

Set Board of Appeal and Equalization

Interim Administrator Fischer reported that it is necessary for the Council to formally set the date of the Board of Appeal and Equalization. This is the time for residents who are concerned about the assessed market value of their property to appear before the Board of Appeal and Equalization. Mayor Dehen thanked the members for serving on this Board. **Council Member Norland moved, seconded by Council Member Steiner, to set the Board of Appeal and Equalization for 9 a.m. on Thursday, April 25, 2013 at the Police Annex Community Room. Vote on the motion: Spears, Steiner, Norland, Freyberg and Dehen, aye; no nays. Motion carried.**

Set Water Main Flushing for April 22 to May 3, 2013

Council Member Norland moved, seconded by Council Member Steiner, to set water main flushing for April 22 to May 3, 2013. Vote on the motion: Spears, Steiner, Norland, Freyberg and Dehen, aye; no nays. Motion carried.

Set Spring Cleanup for Valley April 29-May 3 and for Hilltop May 6-10, 2013

Interim Administrator Fischer reported that as discussed during the Budget process, the Spring Cleanup will be a pick-up and the Fall Cleanup will be a drop-off. Council Member Norland moved, seconded by Council Member Steiner, to set Spring Cleanup for the Valley April 29-May 3 and for the Hilltop May 6-10, 2013. Vote on the motion: Spears, Steiner, Norland, Freyberg and Dehen, aye; no nays. Motion carried.

Set Opening for Compost Site for April 1, 2013

Council Member Norland moved, seconded by Council Member Steiner, to set the opening of the compost site for April 1, 2013. Vote on the motion: Spears, Steiner, Norland, Freyberg 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 school and conference:

1. Midwestern Electrical Seminar, Mankato, March 15, 2013 for Electrician.
2. DMT-G Recertification (Intoxilyzer), Rochester, April 1-5 for Police Chief, Police Detective and 3 Patrol Officers.

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

City Clerk**Results of 2013 Special General Election**

Clerk Gehrke reviewed the results of the 2013 Special General Election reporting an 18.94 percent voter turnout. Of the 38 precincts for State Representative District 19A, Independence candidate Tim Gieseke received 10.24 percent of the votes, Republican candidate Allen Quist received 36.08 percent of the votes and Democratic candidate Clark Johnson received 53.69 percent of the votes.

City Engineer**Res. No. 19-13 Accepting Feasibility Report and Calling for Public Hearing on Project No. 13-01ABCDEF, Cliff Court Reconstruction**

Engineer Sarff gave a PowerPoint presentation of the Cliff Court Reconstruction. He reported the project location is Cliff Court from Cliff Drive to the cul-de-sac. He reported the proposed improvements include bituminous street, curb and gutter, concrete driveway aprons, sidewalk on one side of the street and restoring all disturbed residential turf area as needed. The proposed storm sewer improvements include construction of new inlets on Cliff Court, new storm sewer pipes and manholes, reconnect existing storm sewer from Allen Avenue, extend storm sewer system to Cliff Drive, replacing existing storm sewer inlets and provide outlets for sump pumps in front yard area. Improvements to the sanitary sewer system include replacement of existing clay sewers with new pipe with watertight joints, replace manholes with new precast concrete manholes, replace existing services

from sewer main to right-of-way with new pipe (insulated pipe in shallow areas). Property owners will be notified if existing service lines from the right-of-way to their house is deficient which would be the property owner's responsibility. The proposed watermain improvements include replacement of the existing cast iron watermain pipe with new PVC watermain pipe, increasing the size from 6 inch to 8 inch, providing new hydrants, valves and fittings, replace existing service lines within street right-of-way with 1-inch diameter copper piping and notifying property owners if existing service lines from right-of-way to house are deficient, which is the property owner's responsibility. Engineer Sarff reported the estimated project costs total \$520,800. He reviewed the assessment policy established in 2008 for the Pierce Avenue and Bennett Street Project which capped the assessment at \$6,000 plus the driveway assessment. He reported the assessment rates based on Cliff Court project costs range from \$6,400 to \$44,000. Engineer Sarff noted the Council could consider adjusting the assessment cap based on ENR Construction Cost Index from 2008 to 2013 or a 16 percent increase. This formula would adjust the cap to \$7,000 or approximately 15 percent of the total project cost. He also reported that in order to meet Chapter 429 of Minnesota State Statutes for a conventional G.O. Bond, the assessment cap would need to be increased to over \$9,000 plus the driveway assessment to meet the 20 percent requirement. Street Reconstruction G.O. Bonds, Chapter 475 of Minnesota State Statutes would allow for a lower assessment cap but would require a unanimous vote of the City Council for authorizing bond sale and the obligations issued are subject to the City's debt limit. The Council directed the Finance Director to meet with the City's bond counsel to review the bonding options for this project. Engineer Malm reported a preliminary assessment roll would be prepared prior to the improvement hearing. In conclusion, Engineer Sarff reported the existing street and underground utilities on Cliff Court are deteriorated and in need of repair. From an engineering standpoint, proposed improvements are feasible, cost effective and necessary and the recommendation is for the Council to accept the preliminary feasibility report and call for a public hearing on the proposed improvements. Engineer Sarff also recommended a neighborhood meeting be set prior to the improvement hearing. **Council Member Steiner moved, seconded by Council Member Norland, to adopt Resolution No. 19-13 Accepting Feasibility Report and Calling for Public Hearing on Project No. 13-01ABCDEF, Cliff Court Reconstruction and setting an informational meeting for 7 p.m. on Thursday, February 28, 2013. Vote on the Resolution: Spears, Steiner, Norland, Freyberg and Dehen, aye; no nays. Motion carried.**

Res. No. 20-13 Approving Minnesota Department of Transportation Agreement No. 02662 between the State of Minnesota Department of Transportation and the City of North Mankato

Engineer Malm presented a proposed cooperative construction agreement for Phase 2 of Highway 14/CSAH 41 interchange construction. The agreement provides for payment to the State of the City's share of the costs of the roadway, lighting, ADA improvements, roundabout and bridge. **Council Member Norland moved, seconded by Council Member Steiner, to adopt Resolution No. 20-13 Approving Minnesota Department of Transportation Agreement No. 02662 between the State of Minnesota Department of Transportation and the City of North Mankato. Vote on the Resolution: Spears, Steiner, Norland, Freyberg and Dehen, aye; no nays. Motion carried.**

**Report from Council Members
Council Member Steiner**

Council Member Steiner reported he received notice from the Library Director that she found a bookmobile for \$30,000 plus the cost of paint, wrap and travel costs for a total cost of \$47,000. Mayor Dehen reported the Council is still waiting for information from the Library Board regarding grant opportunities.

Council Member Norland

Council Member Norland reported she studied the North Mankato and Mankato websites and they are virtually the same as related to Boards and Commissions. She reported no openings were posted on either website. Mayor Dehen reported that postings would occur during the third quarter prior to setting terms for the upcoming year.

Report from Mayor

Pedal Past Poverty

Mayor Dehen announced he was still looking for Council/staff volunteers for the Pedal Past Poverty event to be held on March 2, 2013.

TurningPoint Management, Inc. Statement for Services

The Mayor presented a revised Statement for Services from TurningPoint Management, Inc. for the search for the City Administrator. He reported the cost of the search went over the projected amount.

Open the Meeting to the Public for the Second Time

Bess Tsaouse, 136 Mary Circle

Bess Tsaouse, 136 Mary Circle, appeared before the Council and thanked the City for changing the name of the Talent Bank form to Boards and Committee Application on the City's website. She also thanked Interim Administrator Fischer for providing her with the list of previous Mayors and the current members of the Boards and Committees and their term dates.

Ms. Tsaouse stated her appreciation for the electronic magazine subscriptions now available through the North Mankato Taylor Library.

Ms. Tsaouse referenced the Marigold Project and stated the need for a strategic plan which should involve citizen input. She also asked when Cliff Court was originally built and the Mayor reported that Cliff Court was built in 1967.

Barbara Church, 102 E. Wheeler Avenue

Barbara Church, 102 E. Wheeler Avenue, appeared before the Council and stated she went to vote a few minutes before 8 p.m. for the Special General Election and the Election Judges were very accommodating.

Ms. Church asked for an update on the fundraising effort to purchase the "Circle of Friends" sculpture for in front of the North Mankato Taylor Library. Council Member Steiner reported some monetary commitments have been made.

Ms. Church asked Council Member Norland to explain her comments regarding the variances for the Marigold Project. Council Member Norland stated that variances are to help codes deal with unique situations and give the City flexibility to do economic development work. She stated she considered talk of litigation dirty pool. Council Member Freyberg reported he asked Planner Fischer in a phone conversation this morning if there was threatened litigation regarding the Marigold Project and Mr. Fischer said "yes." He asked Planner Fischer at the Council meeting if the City in the past discussed a variance where litigation was threatened and Mr. Fischer said "no." Council Member Freyberg reported that since the City Attorney was not in attendance at this meeting, he felt it was necessary to have the Attorney's advice prior to considering the variances for the Marigold Project.

Bills and Appropriations

Council Member Steiner moved, seconded by Council Member Norland, to approve all bills and appropriations in the amount of \$237,732.04. Council Member Spears asked several questions regarding the bills. Vote on the motion: Freyberg, Spears, Steiner, Norland and Dehen, aye; no nays. Motion carried.

There being no further business, the meeting was adjourned at 9:09 p.m. on a motion by Council Member Steiner, seconded by Council Member Norland. Vote on the motion: Spears, Steiner, Norland, Freyberg and Dehen, aye; no nays. Motion carried.

Mayor

City Clerk

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #8A	Department: Administration	Council Meeting Date: 03/04/13																																																					
TITLE OF ISSUE: Public Hearing, 7 p.m. - Project No. 13-01ABCDEF, Cliff Court Reconstruction																																																							
<p>BACKGROUND AND SUPPLEMENTAL INFORMATION: At the February 19, 2013 meeting, the Council set an improvement hearing for Project No. 13-01ABCDEF, Cliff Court Reconstruction. The Public Hearing notice has been published in the <i>Free Press</i> on February 22 and March 1. A feasibility report has been prepared by Bolton & Menk, Inc. with reference to the project and provides information regarding whether the proposed improvement is necessary, cost-effective and feasible. A neighborhood meeting was held on Thursday, February 28 regarding the project. A Public Hearing is required because the project is assessable to affected residents.</p> <p style="text-align: right; font-style: italic; font-size: small;">If additional space is required, attach a separate sheet</p>																																																							
REQUESTED COUNCIL ACTION: Hold Public Hearing																																																							
<p>For Clerk's Use:</p> <p>Motion By: _____</p> <p>Second By: _____</p> <p>Vote Record:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 30%;"></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>Steiner</td> </tr> <tr> <td>_____</td> <td>_____</td> <td>_____</td> <td>Norland</td> </tr> <tr> <td>_____</td> <td>_____</td> <td>_____</td> <td>Freyberg</td> </tr> <tr> <td>_____</td> <td>_____</td> <td>_____</td> <td>Spears</td> </tr> <tr> <td>_____</td> <td>_____</td> <td>_____</td> <td>Dehen</td> </tr> </table>		Aye	Nay		_____	_____	_____	Steiner	_____	_____	_____	Norland	_____	_____	_____	Freyberg	_____	_____	_____	Spears	_____	_____	_____	Dehen	<p style="text-align: center;">SUPPORTING DOCUMENTS ATTACHED</p> <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">Notice of Public Hearing _____</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) _____		Notice of Public Hearing _____			_____					_____					_____				
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<p><input type="checkbox"/> Workshop</p> <p><input checked="" type="checkbox"/> Regular Meeting</p> <p><input type="checkbox"/> Special Meeting</p>	<p><input type="checkbox"/> Refer to: _____</p> <p><input type="checkbox"/> Table until: _____</p> <p><input type="checkbox"/> Other: _____</p>																																																						

NOTICE OF HEARING ON PROJECT NO. 13-01ABCDEF
CLIFF COURT RECONSTRUCTION

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 7:00 p.m. on the 4th day of March, 2013, to hold a public hearing to consider an improvement affecting property abutting Cliff Court from Cliff Drive to the cul-de-sac calling for the construction of sanitary sewer, water main, water and sewer services, street grading and base, storm sewer, curb and gutter, street surfacing and sidewalks, pursuant to Minnesota Statutes 429.011 to 429.111.

The area proposed to be assessed for such improvement is the property abutting on the improvement as described above. The estimated cost of such improvement is \$520,800. A reasonable estimate of the impact of the assessment will be available at the hearing. Such persons as desire to be heard with reference to the proposed improvement will be heard at this meeting.

Dated this 22nd day of February and this 1st day of March 2013.

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

ESTIMATED COST BREAKDOWN

Lookout Drive Reconstruction - Commerce Drive to Howard Drive

City of North Mankato

BMI Project No. M19.105981

H:\NMAN\M19105981\3_Preliminary_Design\Spreadsheets\Lookout Drive Reconstruction - Possible Funding Breakdown - 2-28-13.xls\$

2/28/2013

Item	City Share	MnDOT Share	Total
Signal Option			
Costs			
Signal	\$ 125,000.00	\$ 125,000.00	\$ 250,000.00
Pavement Reconstruction - North Side	\$ 1,520,000.00		\$ 1,520,000.00
Pavement Reconstruction - South Side	\$ 1,360,000.00		\$ 1,360,000.00
Total	\$ 3,005,000.00	\$ 125,000.00	\$ 3,130,000.00
Funding Sources			
Federal Aid	\$ 1,380,000.00		\$ 1,380,000.00
State Aid	\$ 1,625,000.00		\$ 1,625,000.00
MnDOT		\$ 125,000.00	\$ 125,000.00
Total	\$ 3,005,000.00	\$ 125,000.00	\$ 3,130,000.00
Roundabout Option			
Costs			
Roundabout	\$ 500,000.00	\$ 500,000.00	\$ 1,000,000.00
Pavement Reconstruction - North Side	\$ 770,000.00		\$ 770,000.00
Pavement Reconstruction - South Side	\$ 1,360,000.00		\$ 1,360,000.00
Total	\$ 2,630,000.00	\$ 500,000.00	\$ 3,130,000.00
Funding Sources			
Federal Aid	\$ 1,380,000.00		\$ 1,380,000.00
State Aid	\$ 1,250,000.00		\$ 1,250,000.00
MnDOT		\$ 500,000.00	\$ 500,000.00
Total	\$ 2,630,000.00	\$ 500,000.00	\$ 3,130,000.00

*All costs assume concrete pavement and include engineering and administration. Federal aid share is assumed and depends on success of ATP application.



BOLTON & MENK, INC.

Consulting Engineers & Surveyors

1960 Premier Drive • Mankato, MN 56001-5900

Phone (507) 625-4171 • Fax (507) 625-4177

www.bolton-menk.com

February 27, 2013

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

RE: ATP Federal Funding Application
Lookout Drive
City of North Mankato
BMI Project No.: M19.105981

Dear Mr. Scheidel,

Enclosed is an application for Federal Funding for the above referenced project for the City of North Mankato. Please feel free to contact me with any questions. Thank you.

Sincerely,

BOLTON & MENK, INC.

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

Enclosure

Cc: Michael Fischer, City Administrator (w/encl.)
File (w/encl.)

ATP-7
2014-2017 Project Identification/Reporting Form

Type of Project: (Check Appropriate Category)

State Trunk Highway	_____	County Road	_____
County Bridge	_____	City Street	<u> X </u>
City Bridge	_____		

City or Township Name City of North Mankato

Sponsoring Agency:

Name: City of North Mankato

Address: 1001 Belgrade Avenue, North Mankato, MN 56003

Contact Person/Project Manager (from Sponsoring Agency):

Name: Brian Malm, P.E. Title: City Engineer

Phone: 507-625-4171 ext. 1264 Date: February 25, 2013

Years funding will be accepted

(Check all years acceptable)

2014 _____ 2015 _____ Preferred
2016 _____ 2017 X Year 2017

Funding

Federal Funds	<u>1,380,000.00</u>
Matching Funds	<u>1,750,000.00</u>
Total Cost	<u>3,130,000.00</u>

Project Information (as applicable):

MSA Route Number: 116 Old Bridge Number: _____ Functional Class: Minor Arterial

From: a point 200' N of Northridge Drive To: Howard Drive Length: 1695 feet

Or Bridge location: _____

Section, Township and Range (for bridges and roads) Sections 3 & 10, Township 108N, Range 27W

Legislative District: 23A Congressional District: 1

Brief Project Description:

Reconstruct approximately 1,700 L.F. of Lookout Drive with divided roadway, concrete pavement, curb and gutter and 6 foot wide walk on the east side. The construction would include lane widening for turning movements and one full roundabout at the north ramp intersection. In addition, construction would improve the storm sewer system.

riteria 1-10 points per unit
For ranking of city projects
ATP 7, 2014-2017

City North Mankato
Project No M19.105981
Project Description Lookout Drive Reconstruction

Unit Feature	Submitters Pts Assigned	Examples	X this Factor	Total Pts (Ranking)	Max Pts Available	Comments
Traffic Safety and Hazard Elimination	10	10 - Prevent deaths with documented accident history 5 - Proactive safety w/no accident history (incl. new roadway) 1 - Preserve only – no safety improvement	X3	30	30	There have been 46 total crashes in the past 10 years with 1 fatality on this section of roadway. 21 of these crashes and 1 fatality occurred at the north ramp section.
Traffic Volume Projected ADT for new constr/reconstr and existing ADT for preservation	8	10 >20,000 ADT 1 <2,000 ADT	X1	8	10	AADT 16,800
Pavement Serviceability (non-existing roadway=10)	10	10 (70-90 PSR) 1 (40-60 PSR) 10 (10-30 PSR)	X3	30	30	(See Attached Photos)
Economic Development	9	10 1	X1	9	10	See Economic Factors section
Recent or Prior Project	5	1 = Have project in Year 4 of current STIP 2 = Year 3 3 = Year 2 4 = Year 1 5 = Have project in 1 st Year before current STIP, etc.	X1	5	10	2011
City-County-State joint jurisdiction other	10	10 3 or more agencies 5 2 agencies 1 Stands on own by city	X1	10	10	Mn/DOT T.H. 14 City of North Mankato Nicollet County
TOTAL POINTS (100 points possible)				92	100	

General Assumptions:

All submissions must be reasonably and realistically ready to go for year set; e.g. hearings, right-of-way and construction match are underway on schedule path. Local agency must be ready to invest local match. Applicants are encouraged to interpolate between the above example values and provide comments on the basis for value assigned.

No Federal \$ for R/W
No Federal \$ for preliminary engineering
No Federal \$ for construction engineering


For Signature of City Engineer

2/27/13
Date of Submittal

**ATP 7, 2014-2017
REGIONAL SIGNIFICANCE / IMPACT**

Fill out the information as it applies to the project. Regional Development Commissions will utilize this and their additional data to provide a regional ranking.

IDENTIFY PROJECT
Lookout Drive from 200' North of Northridge Drive to Howard Drive
ECONOMIC FACTORS
See Attached
HEALTH, SOCIAL, ENVIRONMENTAL FACTORS
See Attached
ACCESS FACTOR
See Attached
PROJECT DESIGN
The City is committed to providing the local match for this project funding through MSA funds and other local funds.
OTHER
See Attached

The Following Factors have been identified as having or potentially having Regional Significance / Impact.

ECONOMIC FACTORS include Agriculture related, Business, Tourism and Special Facilities

- Agriculture Related: Dairy routes, Elevators, Livestock Buying Stations, Sugar beet dumps, Fertilizer Distribution Centers, Anhydrous Distribution Centers, Farm Implement Dealers, Large Livestock / Poultry Operations.
- Business: Retail Business >\$1 million, Wholesale Business >\$1 million, Employee payroll >\$500,000, Employers of > 30, Manufacturing > \$1 million, Service Industries >\$1 million, Regional Centers, Casinos, UPS.
- Tourism: National, State, Regional Parks; Historic Sites, Natural Preservation Routes, Scenic Byways, Resorts / Camping.
- Special Facilities: Fuel Pipeline, Mining (kaolin, sand, gravel),)

HEALTH, SOCIAL, ENVIRONMENTAL FACTORS: Hospitals, Pharmacies, Clinics, DAC's, Senior Center / Meal Sites, Waste Hauling Routes.

ACCESS FACTORS: Interstate, Water Crossings, Bikeways, Airports, Rail, Inter / intrastate bus routes, Alternative Route or application, intermodal., school bus routes / sites.

PROJECT DESIGN: Impact, Local Match, Efficient use of funds, other sources of funds

OTHER: Prior commitments to STIP, Mandated projects, Political commitments, multiple partners in the projects, staged construction, etc.

REGIONAL SIGNIFICANCE RATEING CRITERIA FOR

On System Projects.

Describe below how the different factors have an impact on the roadway/project.

Economic Factors

The intersection of Lookout Drive and Trunk Highway 14 consist of a divided concrete roadway, a bridge over Trunk Highway 14 and ramps to Trunk Highway 14. The interchange is a major entry point for traffic to and from North Mankato. The roadway was built in 1974 and both surface deterioration and traffic congestion along with safety issues are major concerns. This section of Lookout Drive serves as a critical link between Trunk Highway 14 and commercial/industrial areas north and south of Trunk Highway 14.

The area North of Trunk Highway 14 is zoned commercial/industrial. The area South of Trunk Highway 14 is zoned commercial/industrial/residential. Considering the rate of development in North Mankato and the availability of land, pressure for expansion into this area is expected in increase over the next five to ten years. The volume of traffic on this section immediately south of Trunk Highway 14 is projected to reach 16,800 ADT while the north section is projected to reach 12,000 ADT. Business in the area is expected to expand with retail, light manufacturing, commercial/industrial and residential. In addition, Dakota Meadows Elementary, South Central Technical College and Caswell Park are accessed via this intersection.

The accident history is a significant factor where safety improvements are needed at this intersection. Multiple crashes on the ramp intersections have occurred and the roundabout will reduce these occurrences and further increase traffic flow.

Health, Social, Environmental Factors

The improvements to the interchange will provide safer and more reliable maneuvering in all traffic direction. Due to the diversity of the area, reliable access for emergency services, business traffic and traveling to and from Schools, parks and medical facilities will be enhanced. No adverse environmental impacts are expected.

Access Factors

Lookout Drive serves as a primary north/south arterial roadway through the City. Reconstruction of the deteriorated roadway and intersection improvements must be implemented to meet the present and future traffic needs and reduce crash rates at the north ramp. Heavy truck traffic continues to increase as industrial/commercial development occurs. The agricultural region to the north in Nicollet County is accessed via CSAH 13. Lookout Drive, as it extends to the south, interconnects with parts of North Mankato, Mankato and other Trunk Highways.

Other

The Lookout intersection with Trunk Highway 14 is critical for the efficient expansion of commercial/industrial development in North Mankato. Due to area topography and geography, commercial/industrial development in North Mankato can only occur in this area, so effective and efficient design of the area is critical.

Lookout Drive and Trunk Highway 14
Existing Roadway Conditions
Page 1 of 4



Lookout Drive and Trunk Highway 14
Existing Roadway Conditions
Page 2 of 4



Lookout Drive and Trunk Highway 14
Existing Roadway Conditions
Page 3 of 4



Lookout Drive and Trunk Highway 14
Existing Roadway Conditions
Page 4 of 4





BOLTON & MENK, INC.

Consulting Engineers & Surveyors

MANKATO, MN FAIRMONT, MN SLEEPY EYE, MN BURNSVILLE, MN
WILLMAR, MN CHASKA, MN RAMSEY, MN MAPLEWOOD, MN
BAXTER, MN ROCHESTER, MN AMES, IA SPENCER, IA

H:\NWAN\19105981\CAD\Concepts\LOOKOUT DRIVE-LAYOUT.dwg 2/27/13 1:24 pm

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CITY OF NORTH MANKATO, MINNESOTA
LOOKOUT DRIVE RECONSTRUCT
200' NORTH OF NORTH RIDGE DRIVE TO HOWARD DRIVE

FEBRUARY, 2013

FIGURE NO. 1

THESE ARE DRAFT MINUTES AND NOT YET APPROVED BY THE BOARD

OFFICIAL PROCEEDINGS OF THE
BOARD OF COUNTY COMMISSIONERS OF THE
COUNTY OF NICOLLET
February 26, 2013

The Nicollet County Board of Commissioners met in regular session on Tuesday, February 26, 2013 at 9:00 a.m. with Chair David Haack presiding. Commissioners Marie Dranttel, Dr. Bruce Beatty, James Stenson, and Jack Kolars were present. Also present were County Attorney Michelle Zehnder Fischer, County Administrator Ryan Krosch, Auditor-Treasurer Bridgette Kennedy, and Recording Secretary Margo Brown.

Upon a motion by Commissioner Kolars and seconded by Dranttel, it was moved to approve the minutes of the February 12, 2013 Board meeting. The motion carried unanimously.

Administrator Ryan Krosch and County Attorney Michelle Zehnder Fischer requested that the scheduled continuation of the level two grievance appeal hearing from February 12, 2012 be delayed until the next Board meeting at the request of the Grievant. Upon a motion by Commissioner Kolars and seconded by Dranttel, it was moved to delay the continuation of the level two grievance appeal hearing to the March 12, 2013 meeting. The motion carried unanimously.

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

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

Social Services Director Tesdahl requested that the Board consider approval of a resolution for the Minnesota Housing & Finance Agency Family Homelessness Prevention & Assistance Program. Upon a motion by Commissioner Beatty and seconded by Kolars, it was moved to accept the recommendation of the Social Services Director and adopt the resolution Authorizing Application for Minnesota Housing and Finance Agency Family Homelessness Prevention & Assistance Program. The motion carried unanimously.

**Resolution Authorizing Application For
Minnesota Housing Finance Agency
Family Homeless Prevention and Assistance Program**

WHEREAS, the Minnesota Housing Finance Agency, State of Minnesota, has been authorized to undertake a program to provide funds for the Family Homeless Prevention and Assistance Program; and,

WHEREAS, the Counties in the Region 9 area have developed an application for the Minnesota Housing Finance Agency Family Homeless Prevention and Assistance Program; and,

WHEREAS, Minnesota Valley Action Council has demonstrated the ability to perform the required activities of the Minnesota Housing Finance Agency Family Homeless Prevention and Assistance Program.

NOW, THEREFORE, be it resolved that Blue Earth County is hereby authorized as the grantee and that Minnesota Valley Action Council be charged with administration of funds made available through the Minnesota Housing Finance Agency Family Homeless Prevention and Assistance Program in the counties of Blue Earth, Brown, Faribault, Le Sueur, Martin, Nicollet, Sibley, Waseca and Watonwan in Minnesota.

I hereby certify that the above is a true and correct copy of a resolution adopted by the Nicollet County Board of Commissioners at their session on the 26th day of February, 2013, and as appears on the minutes of their record of proceedings.

Director Tesdahl also requested that the Board approve her request to terminate some Maxis claims that are eligible for termination and Detox files where the debt meets the agency policy for termination. Upon a motion by Commissioner Dranttel and seconded by Stenson, it was moved to accept the recommendation of the Social Services Director and authorize the termination of certain Maxis claims and Detox files. The motion carried unanimously.

At this time, Mr. Brady Swanson, Watershed Grants Coordinator for the Rush River Watershed Project, appeared before the Board to request permission to apply for loan funding. He provided information, noting that this application would be for funds for an MPCA State Revolving Fund loan. Upon a motion by Commissioner Beatty and seconded by Dranttel, it was moved to accept the recommendation of the Rush River Watershed Project Grants Coordinator and authorize him to apply for loan funding through the Minnesota Pollution Control Agency. The motion carried unanimously. Mr. Swanson will return to the March 12th meeting to request approval of a resolution in regard to this issue.

Public Health Director Mary Hildebrandt was not able to appear at the meeting today, so Administrator Ryan Krosch provided information about the child care consultation services contract with Peter Pan Preschool and Child Care. Upon a motion by Commissioner Kolars and seconded by Stenson, it was moved to accept the recommendation of the Public Health Director and approve the contract for child consultation services with Peter Pan Preschool and Child Care, effective through January 31, 2014. The motion carried unanimously.

Public Works Director Seth Greenwood provided information to the Board on the two (2) bids received for the Chip Spreader. This item was delayed from the previous Board meeting. The following bids were received:

BearCat Manufacturing from Wickenburg AZ	\$268,256.25
Swanston Equipment of Fargo ND	\$250,565.23

North Mankato and Nicollet County would be splitting the cost of the Chip Spreader. Mr. Greenwood noted that, after conferring with City of North Mankato Officials, they

have all agreed that they would like to be able to include the \$2,500 option of attaching a vibrator on the spread hoppers. Therefore, upon a motion by Commissioner Kolars and seconded by Haack, it was moved to accept the recommendation of the Public Works Director and authorize him to purchase a 2013 'Etnyre Big Chip' Spreader from Swanston Equipment, which includes the optional vibrators on the spread hopper, for a total price of \$250,565.23, which includes the trade in of Nicollet County and North Mankato's used chip spreaders. The motion carried unanimously.

Director Greenwood requested that the Board set a public hearing date to consider bids for 2013 Seal Coat Oil. Upon a motion by Commissioner Stenson and seconded by Beatty, it was moved to authorize the Public Works Director to advertise for bids for 2013 Seal Coat Oil (CRS-2) and set the bid opening for April 1, 2013, at 11:00 a.m. in the County Board Room. The motion carried unanimously.

Auditor-Treasurer Bridgette Kennedy provided updated information to the Board relating to forfeited tax parcels. She provided written information on the parcels in question and noted that she will be returning to the next Board meeting to further discuss this information.

At this time, Chair Haack recessed the County Board meeting and called the meeting of the Ditch Authority to order in order to consider matters as a County Ditch Authority.

Auditor-Treasurer Bridgette Kennedy requested that the Board set a public hearing date to consider a petition filed by Perry Meyer relating to County Ditch 38A. Upon a motion by Commissioner Dranttel and seconded by Beatty, it was moved to accept the recommendation of the Auditor-Treasurer and set a public hearing date of April 23, 2013 at 11:00 a.m. to consider a petition related to County Ditch 38A. The motion carried unanimously.

At this time, Chair Haack adjourned the meeting of the County Ditch Authority and reconvened the County Board meeting.

County Administrator Ryan Krosch addressed the Board to request approval of several end of probation requests – on behalf of Human Resources Director Jamie Haefner. He requested end of probation approvals for the following:

- Sheriff Lange has requested approval of end of probations for two 911 dispatchers:
 - Brianna Thomas, whose probation will end on March 4, 2013 and
 - Paul Malzahn, whose probation will end on March 10, 2013.
- County Attorney Michelle Zehnder Fischer has requested approval of an end of probation for Assistant County Attorney Jennifer Cooklock, effective February 28, 2013.

Upon a motion by Commissioner Stenson and seconded by Kolars, it was moved to accept the recommendation of the Administrator for the Human Resources Director and approve the following end of probation requests:

Brianna Thomas, 911 Dispatcher in the Sheriff's Office, effective March 4, 2013

Paul Malzahn, 911 Dispatcher, in the Sheriff's Office effective March 10, 2013

Jennifer Cooklock, Assistant County Attorney, in the County Attorney's
Office effective February 28, 2013
The motion carried unanimously.

Administrator Krosch requested that the Board set a date and time for the Board of Appeals and Equalization in June. Following discussion, upon a motion by Commissioner Stenson and seconded by Dranttel, it was moved to set the date of Wednesday, June 19, 2013 for the Board of Appeals and Equalization at 6:30 p.m., in the County Board Room with a continuation date of Thursday, June 20, 2013, if necessary. The motion carried unanimously.

At this time, the Chair closed the Board meeting to discuss developing an offer for the purchase of property at 601 South Front Street in St. Peter.

Chair Haack reopened the meeting. Administrator Krosch noted that those present at the closed session were Administrator Ryan Krosch, Recording Secretary Margo Brown, Auditor-Treasurer Bridgette Kennedy, County Attorney Michelle Zehnder Fischer and members of the County Board.

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

- Discussed a Day at the Capitol. It was decided that the group will try to set up some time to meet with the legislators during the Legislative Conference in March and possibly set a date sometime in April to visit with legislators.
- A Greater Mankato Growth meeting on transportation issues will be held on Friday, March 1st.

Commissioner and Chair David Haack reported on the following meetings:

- No report

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

Commissioner Marie Dranttel

- Attended the meeting and lunch with Connecting Nicollet County personnel
- Attended a Ditch Committee meeting
- Attended a Planning & Zoning Meeting on February 25th

Commissioner Bruce Beatty

- Discussed the recent meeting and lunch with the Connecting Nicollet County group
- Attended the first meeting of the Personnel Policy Committee

Commissioner James Stenson

- Attended the Personnel Policy Committee meeting
- Social Service presentation with Child Support Staff

Commissioner Jack Kolars

- Also attended the Connecting Nicollet County meeting and lunch

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

Bruce Beatty reported on the status of the River Board – noting that the next meeting will be held in March.

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



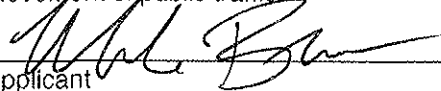
CITY OF NORTH MANKATO
APPLICATION FOR PARADE PERMIT

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

Applicant Information

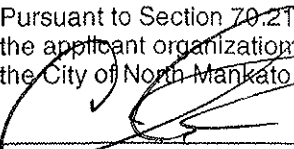
Name:	Mark Bongers		
Address:	12447 150th St E 1		
City:	Neerstrand	State:	MN Zip: 55053
Telephone:	507 649 2322		
Sponsoring Organization:	Final Stretch, Inc.		
Address:	PO Box 121		
City:	Neerstrand	State:	MN Zip: 55053
Telephone:	507 649 2322		
Occasion for Parade:	North Mankato Triathlon		
Date of Parade:	June 30	Estimated Length of Parade:	3 hrs
Estimated Starting Time:	8am	Estimated Finish Time:	11am
General Composition of Parade:	Triathlon w/ 1/2 mile swim, 12 mile Bike, 3 mile Run: start + Finish @ Amike Park		

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


Applicant

2/7/13
Date

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

 #701
Chief of Police

02-26-13
Date

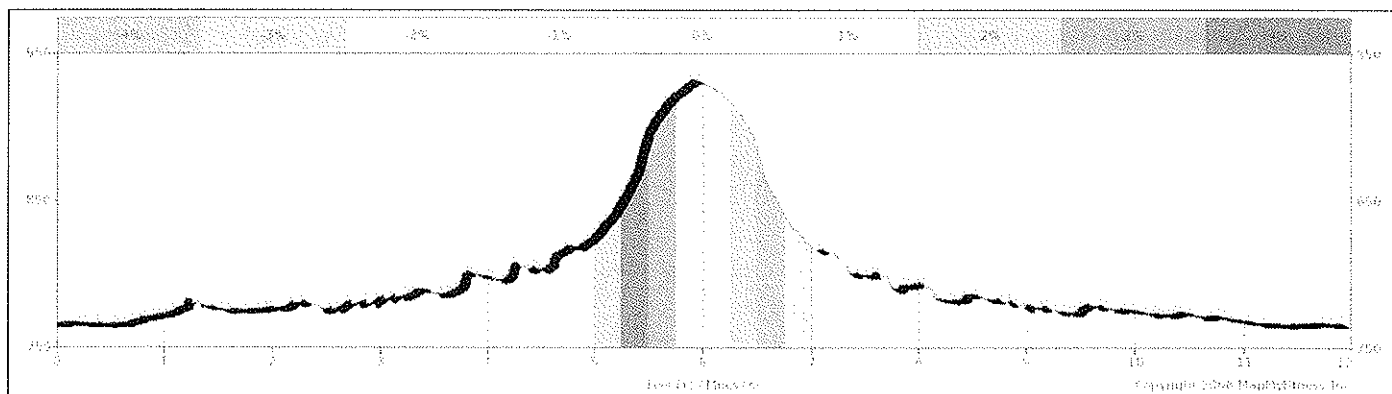
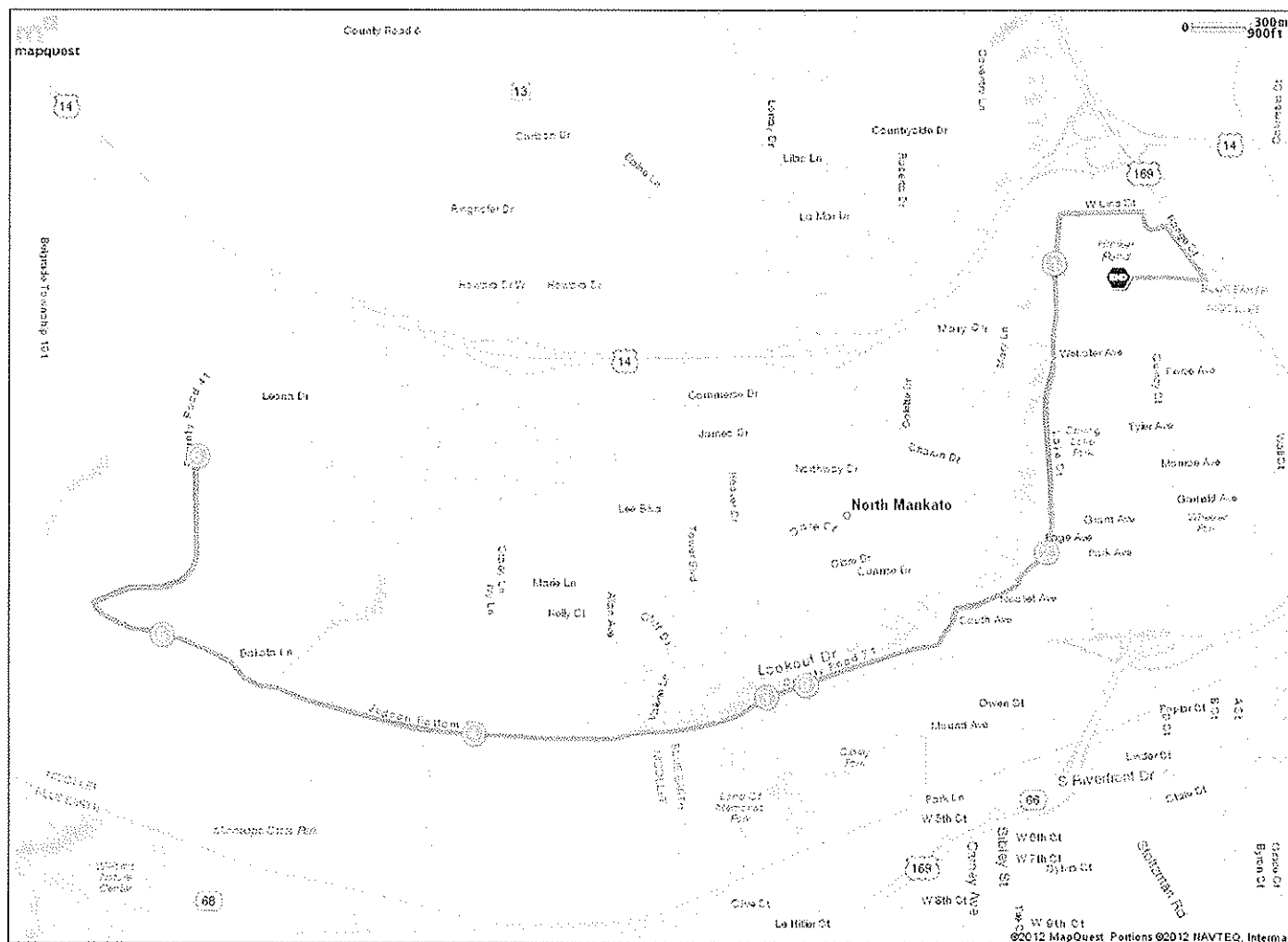
COMMENTS/ADDITIONAL STIPULATIONS:

North Mankato Triathlon 12 Mile Bike

Starts in North Mankato, Minnesota

12.00 miles

Elevation: 981ft Max 755ft Min +289ft -289ft 2.6 % Ascent Descent Max Grade Climb



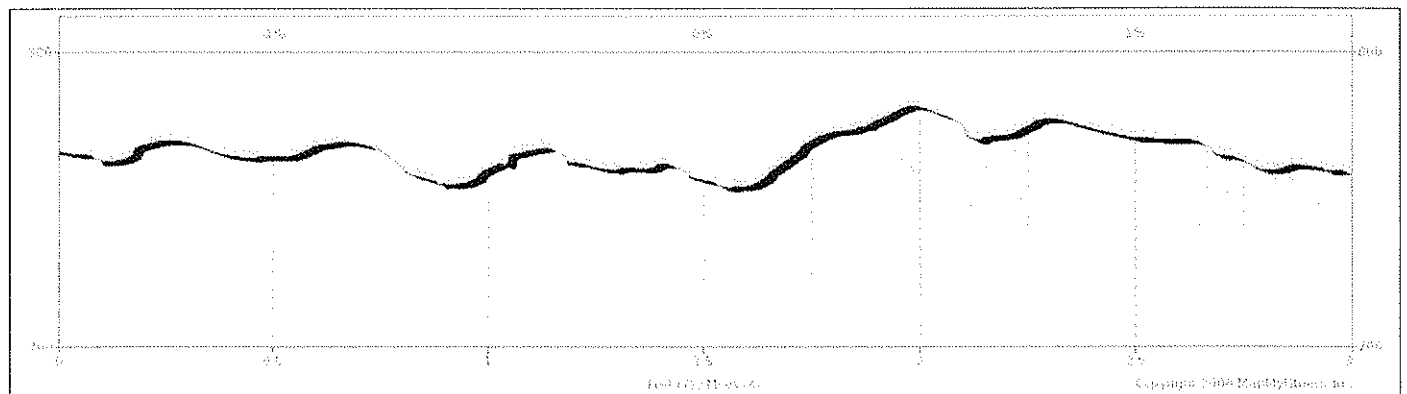
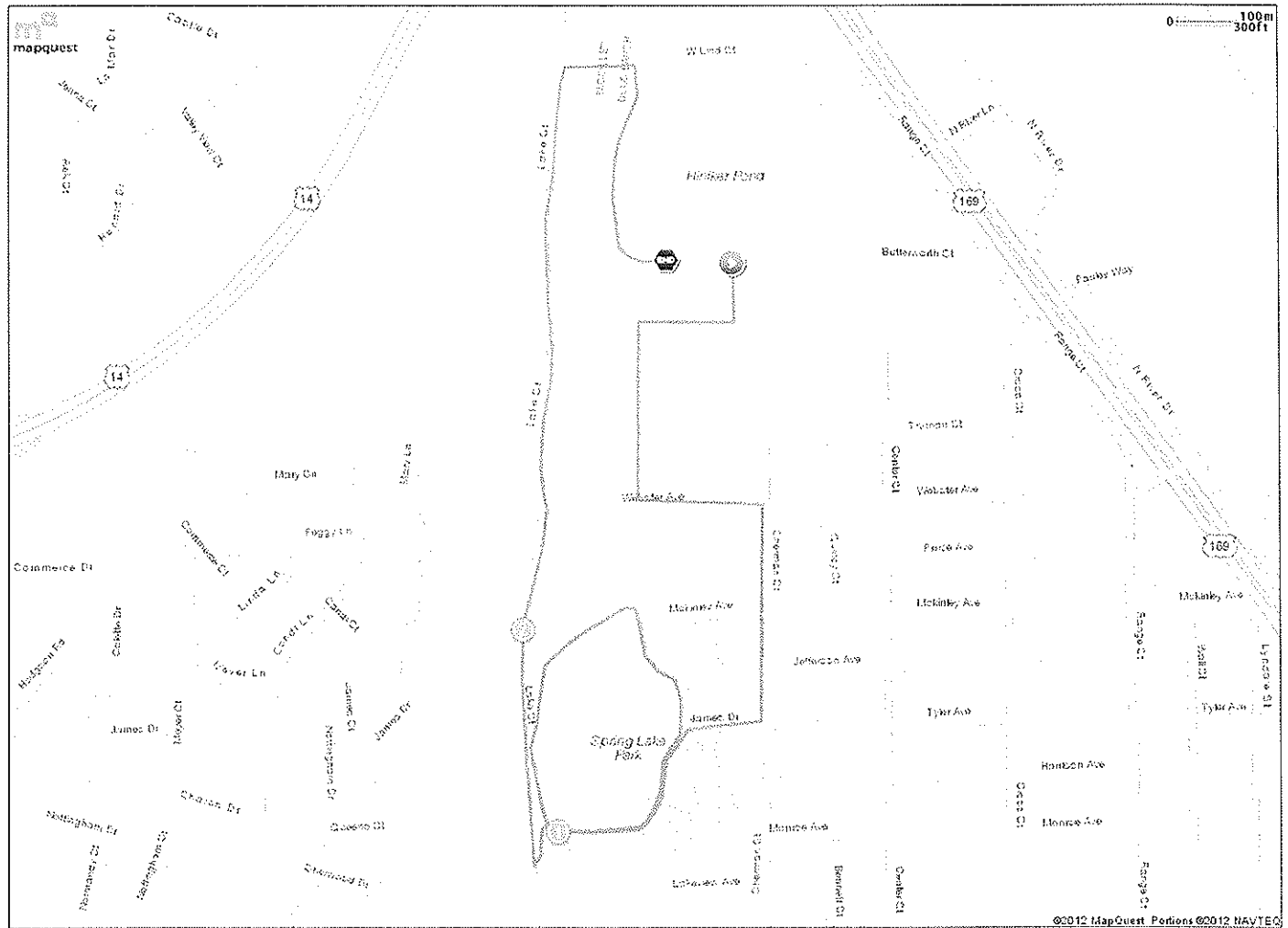
Description

North Mankato Triathlon 3 Mile Run

Starts in North Mankato, Minnesota

3.00 miles

Elevation: 787ft Max 748ft Min +43ft Ascent -49ft Descent Max Climb < 3 %



Description





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

01/31/2013

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

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

PRODUCER Faribo Insurance Agency Inc. 1404 NW 7TH STREET FARIBAULT MN 55021		CONTACT NAME: PHONE (A/C, No, Ext): E-MAIL ADDRESS: FAX (A/C, No):	
INSURED Final Stretch Inc. PO Box 121 12447 150th St E Nerstrand MN 55053		INSURER(S) AFFORDING COVERAGE INSURER A: Nautilus Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 17370	

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR		NN294190	01/22/2013	01/22/2014	EACH OCCURRENCE \$ 1,000,000
		DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000				
		MED EXP (Any one person) \$ 5,000				
		PERSONAL & ADV INJURY \$ 1,000,000				
	GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					GENERAL AGGREGATE \$ 2,000,000
	AUTOMOBILE LIABILITY ANY AUTO ALL OWNED AUTOS HIRED AUTOS SCHEDULED AUTOS NON-OWNED AUTOS					PRODUCTS - COMP/OP AGG \$ INCLUDED
	UMBRELLA LIAB EXCESS LIAB DED RETENTION \$					COMBINED SINGLE LIMIT (Ea accident) \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below					BODILY INJURY (Per person) \$
						BODILY INJURY (Per accident) \$
						PROPERTY DAMAGE (Per accident) \$
						EACH OCCURRENCE \$
						AGGREGATE \$
						WC STATUTORY LIMITS OTH-ER
						E.L. EACH ACCIDENT \$
						E.L. DISEASE - EA EMPLOYEE \$
						E.L. DISEASE - POLICY LIMIT \$

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

Date: 06/29 & 6/30/2013

Event Description: North Mankato Triathlon

City of North Mankato, It's officers, employees, volunteers and assigns are named as Additional Insured if required by written contract

CERTIFICATE HOLDER**CANCELLATION**

City of North Mankato
1001 Belgrade Ave
North Mankato, MN 56002

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

AUTHORIZED REPRESENTATIVE

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CITY OF NORTH MANKATO
APPLICATION FOR PARADE PERMIT

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

Applicant Information

Name:	Golden Heart-Christy Bode		
Address:	1825 Commerce Dr.		
City:	N. Mankato	State:	MN Zip: 56003
Telephone:	507-327-3487		
Sponsoring Organization:	Golden Heart		
Address:	same		
City:		State:	
Telephone:			
Occasion for Parade:	5k Fun Run & Kids Run		
Date of Parade:	5/11/13	Estimated Length of Parade:	7am-1pm
Estimated Starting Time:	7am	Estimated Finish Time:	1pm
General Composition of Parade:	Actual Run starts @ 9 AM. Family Fun!		

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

Applicant Christy Bode

Date 2/21/13

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

Chief of Police #701

Date 02-21-13

COMMENTS/ADDITIONAL STIPULATIONS:

Existing Conditions

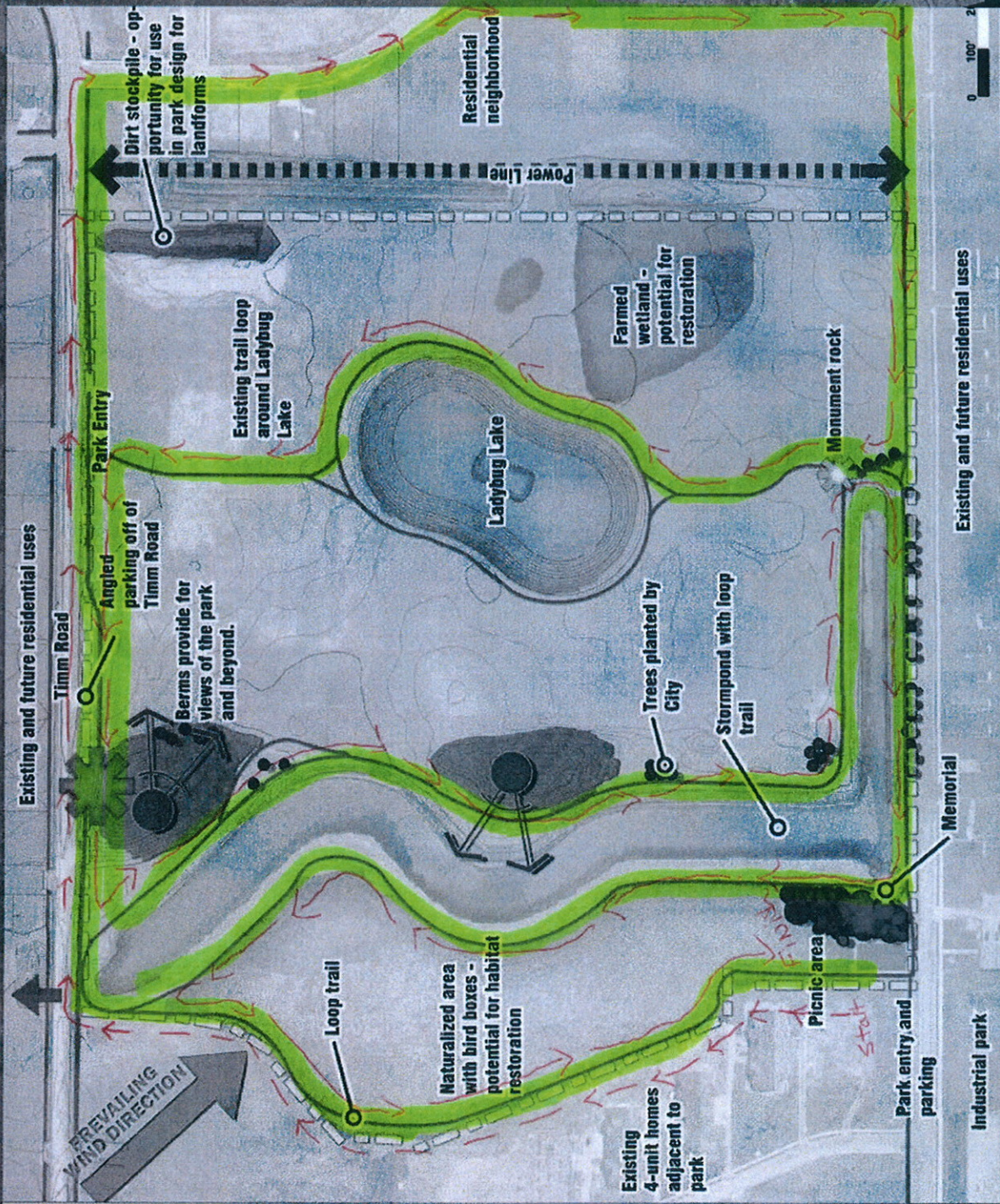
- Strengths**
- Storm ponds act as focal points
 - Two existing berms provide spectacular views
 - Existing picnic area has mature trees and pond views
 - Trails provide multiple loops of varying distances for walking
 - Street frontage on Carlson Drive and Timm Road allow for high visibility and community access
 - Park is currently used by nearby residents and office workers
 - Because the park is largely undeveloped, there are few constraints to what it could be in the future

Issues

- Storm ponds act as focal points but have poor water quality
- Farmed area has few natural amenities
- Strong winds from the north / northwest

Opportunities

- Large size (70 acres) will allow park to evolve and develop to meet future regional/community park needs as well as neighborhood park needs for nearby residential areas
- Park could contain restored natural areas, additional water features as well as formal passive recreation such as trails, fishing, interpretive elements, art, children's play areas and perhaps some specialized uses
- Stockpiled dirt on in the northeast corner provides an opportunity for land shaping
- Improved water quality



CITY OF NORTH MANKATO PARK PERMIT

This permit does reserve space in a City Park.

PERMIT #: 27 -2013 SHELTER: Benson Park FEE: NC

TYPE OF EVENT: Sk Fun Run DATE VALID: 5/11/13 HOURS: 7am-1pm

ORGANIZATION: Golden Heart Taylor Corp SIZE: 300 people

APPLICANT NAME: CHRISTY BODE

ADDRESS: 1825 Commerce Dr CITY: N. Mankato

ZIP: 56003 DAYTIME PHONE #: 507-327-3487

TENTS: small ELECTRICITY: Ø ALCOHOL: Ø

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

AUDIO DEVICES: may be radio, nothing extensive
Amplified music or band requires Council approval

Portable Toilet

OTHER: Vehicle fair - fire truck, heavy equipment, for kids to explore

PERMIT APPROVED: _____

DATE: 2-21-13

PERMIT DENIED: _____

REFER TO COUNCIL: ✓

Nancy Duhon
City Clerk

The following rules and regulations have been set by the City Code which apply to all parks and are enforced:

PROHIBITED

- * Vehicles are not allowed to be parked or driven on the grass for any reason unless permission is given from the Park Department.
- * Pets (Allowed in Benson Park and Bluff Park only. Must be on a 6' leash).
- * Glass containers.
- * Bonfires.
- * Snowmobiles, ATVs, golfing, swimming, boating and motorized flotation devices.
- * Audio equipment may not be played so loud as to interfere with the reasonable use of the park by others. All audio devices shall end at 8 p.m.

ALLOWED

- * Personal grills may be brought in.
- * Keg beer is allowed only with a permit.
- * Fishing/Ice fishing on Ladybug Lake and Spring Lake only.
- * Non-motorized canoes and kayaks on Ladybug Lake and Spring Lake. Children under 12 must be accompanied by an adult. Flotation device required.
- * Hog roasts are allowed in the parks on hard-surfaced lots only.

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

SIGNED: Christy Bode 2/21/13
Applicant Date

For Office Use Only

Receipt # _____ Book _____ Park _____ Police _____

CITY OF NORTH MANKATO PARK PERMIT

This permit does reserve space in a City Park.

PERMIT #: 29 -2013 SHELTER: SLP #1 + 2 FEE: 160.00

TYPE OF EVENT: Company Picnic DATE VALID: 9-22-13 HOURS: 8:00-5:00

ORGANIZATION: Carlson Craft SIZE: 2000

APPLICANT NAME: Becky Shonbom

ADDRESS: 1750 Tower Blvd CITY: N. Mankato

ZIP: 56003 DAYTIME PHONE #: 507-625-0600

TENTS: Yes ELECTRICITY: _____ ALCOHOL: _____

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

AUDIO DEVICES: no possible small band -
Amplified music or band requires Council approval
Speaker system for bingo

Porta-potties

OTHER: _____

PERMIT APPROVED: _____ DATE: _____

PERMIT DENIED: _____

REFER TO COUNCIL: ✓ Nancy Behrke by VS
City Clerk

The following rules and regulations have been set by the City Code which apply to all parks and are enforced:

PROHIBITED

- * Vehicles are not allowed to be parked or driven on the grass for any reason unless permission is given from the Park Department.
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SIGNED: Becky Shonbom 9/25/13
Applicant Date

For Office Use Only

Receipt # 103474

✓ Book

_____ Park

_____ Police

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #14A	Department: Administration	Council Meeting Date: 03/04/13																																																
TITLE OF ISSUE: Schools and Conferences																																																		
BACKGROUND AND SUPPLEMENTAL INFORMATION: Items 1 and 2 are Travel and Training requests for schools and conferences. The schools do not include out-of-state travel.																																																		
<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; 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>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>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Spears</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Steiner	_____	_____	Norland	_____	_____	Freyberg	_____	_____	Spears	_____	_____	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="vertical-align: top;">Other (specify)</td> <td colspan="3" style="vertical-align: top;">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: 2/26/13

CITY OF NORTH MANKATO
Training and Travel Request

Department: Water

Names: Jacob Bobholz

Number of Personnel Attending: 1

Event: AWWA Metro School - Water Operator School

Dates: April 2-4, 2013

Location: Bloomington, MN

Required Training for Certification/License: ☒ Yes ☐ No

What Certification/License is this training required for? Water Operator's License

Description: _____



Minnesota Department of Health

Registration Form for Water Operator Schools

Conducted by the Minnesota Section American Water Works Association and the Minnesota Department of Health

You may combine fees on one check if more than one person is attending a school; however, please make a copy of this form for each person. Questions regarding registration, contact Jeanette Boothe at 651-201-4697.

For an exam application, contact Mark Sloan at 651-201-4652, mark.sloan@state.mn.us, or Noel Hansen at 651-201-4690, noel.hansen@state.mn.us.

Download an exam application (PDF: 119KB/4pages)

Place an X next to the school you wish to attend.

- ☐ Southeast School, March 13-15, 2013. Ramada Hotel and Conference Center, Rochester. Fee: \$135 (\$145 for registration after February 27).
- ☒ Metro School, April 2-4, 2013. Ramada Mall of America (formerly the Thunderbird), Bloomington. Fee: \$175 (\$210 for registration after March 19).
- ☐ Southwest School, April 11, 2013. Redwood Area Community Center, Redwood Falls. Fee: \$30 (\$35 for registration after March 28).
- ☐ Northeast School, May 15-17, 2013. Sugar Lake Lodge outside Grand Rapids. Fee: \$125 (\$135 for registration after May 1).

Name: Jacob Bobholz

Phone: 507-625-4141

Employer: City of North Mankato

Address: 228 Garfield Ave.

City, State, and Zip Code: N. Mankato, MN 56003

E-mail address: bobholzj@hotmail.com

Please enclose the appropriate fee. Make check payable to *Minnesota AWWA*. Mail this form and fee to Drinking Water Protection Section, Minnesota Department of Health, P. O. Box 64494, St. Paul, Minnesota 55164-0494.

For the Central School October 24 in Collegeville, registration is \$45 (\$25 for students). Send a check, payable to *AWWA - Minnesota Section*, to Laura Schwantz, St. Cloud Water Department, 400 2nd Street South, St. Cloud, Minnesota 56301.

Refund Policy:

Cancellation after being registered but at least 7 days in advance – \$10 processing fee (rest of money is returned)

Cancellation between 48 hours and 7 days in advance – 50%

Cancellation between 24 hours to 48 hours in advance – 25%

Cancellation fewer than 24 hours in advance – 0%

651-201-5000 Phone

888-345-0823 Toll-free

651-201-5797 TTY

Information on this website is available in alternative formats to individuals with disabilities upon request.

Updated Wednesday, 13-Feb-2013 06:30:41 CST



Date: 2/28/13

CITY OF NORTH MANKATO
Training and Travel Request

Department: Administration

Names: Heather Anderson, Senior Records Clerk

Number of Personnel Attending: 1

Event: 2013 Minnesota Municipal Clerks Institute (MMCI)

Dates: April 22-26, 2013

Location: Brooklyn Center, MN

Required Training for Certification/License: ☒ Yes ☐ No

What Certification/License is this training required for? _____

Certified Municipal Clerk

Description: Third year of three year continuing education program

leading to professional accreditation.



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CONTINUING
STUDIES**

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for Lifelong Learning*

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Teaching Licensure

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MINNESOTA MUNICIPAL CLERKS INSTITUTE (MMCI)

Customized Education Offerings



MINNESOTA MUNICIPAL CLERKS INSTITUTE (MMCI)

April 22 - 26, 2013

Crowne Plaza Minneapolis North

Brooklyn Center, Minnesota

Sponsored by the:

- **Minnesota Municipal Clerks & Finance Officers Association (MCFOA)**
- **League of Minnesota Cities (LMC)**
- **The Center for Continuing Studies at St. Cloud State University**



WHY ATTEND???

The Institute experience helps participants build a network for problem solving that continues after the formal sessions end!

ABOUT THE PROGRAM

The Minnesota Municipal Clerks and Finance Officers Association (MCFOA) and the St. Cloud State University, Center for Continuing Studies invite you to participate in the Minnesota Municipal Clerks Institute (MMCI). MMCI is a three-year continuing education program leading to professional accreditation. Individuals successfully completing the three-year certification program are awarded 60 educational points toward the designation Certified Municipal Clerk (CMC) by the International Institute of Municipal Clerks (IIMC). In addition to the educational points, 50 experience points are also required to receive the CMC.

The MMCI, following IIMC professional development guidelines, recognizes the critical role of the municipal clerk and finance officer in serving both large and small cities. Planned by a committee of clerks, the program emphasizes professional development in the areas of public

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #15A	Department: City Clerk	Council Meeting Date: 03/04/13																																																				
TITLE OF ISSUE: Audio and Large Group Permit for Las Fronteras Cinco de Mayo Celebration, 503 Belgrade Avenue, Sunday, May 5, 2013, from 2 p.m. to 9 p.m.																																																						
BACKGROUND AND SUPPLEMENTAL INFORMATION: Attached is an application for an audio and large group permit for Las Fronteras Cinco de Mayo Celebration to be held on Sunday, May 5, 2013 from 2 p.m. to 9 p.m. Lieutenant Bock has been in contact with the applicant regarding the application and a copy of his email explaining the event is attached.																																																						
<i>If additional space is required, attach a separate sheet</i>																																																						
REQUESTED COUNCIL ACTION: Approve audio and large group permit																																																						
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>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>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Spears</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Steiner	_____	_____	Norland	_____	_____	Freyberg	_____	_____	Spears	_____	_____	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="vertical-align: top;">Other (specify)</td> <td colspan="3" style="vertical-align: top;">Audio and Large Group Permit</td> </tr> <tr> <td colspan="2"></td> <td colspan="3">Email Detailing Items Discussed</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)		Audio and Large Group Permit					Email Detailing Items Discussed																	
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CITY OF NORTH MANKATO PARK PERMIT

This permit does reserve space in a City Park.

PERMIT #: 26 -2013 SHELTER: _____ FEE: _____

TYPE OF EVENT: Cinco de Mayo DATE VALID: 5/5/13 HOURS: 2-9pm

ORGANIZATION: Las Fronteras SIZE: 100-250

APPLICANT NAME: Maria Hidalgo

ADDRESS: 503 Belgrade Ave CITY: N. Mankato

ZIP: 56003 DAYTIME PHONE #: 507-304-3700

TENTS: 2 ELECTRICITY: yes ALCOHOL: yes

Target Date May 5th 13 (Sunday)

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

AUDIO DEVICES: yes from 2pm - 9pm

Amplified music or band requires Council approval

This will be an outdoor event @ our location to help non-profit,

OTHER: *"Union Latina" group which helps latinos in the surrounding community with a number of issues; Non-profit Kines 89.7 Radio programming and South Central Spanish Club.*

PERMIT APPROVED: _____ DATE: _____

PERMIT DENIED: _____

REFER TO COUNCIL: ✓

City Clerk

The following rules and regulations have been set by the City Code which apply to all parks and are enforced:

PROHIBITED

- * Vehicles are not allowed to be parked or driven on the grass for any reason unless permission is given from the Park Department.
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ALLOWED

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- * Non-motorized canoes and kayaks on Ladybug Lake and Spring Lake. Children under 12 must be accompanied by an adult. Flotation device required.
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I, the undersigned, understand that the park shelter reservation fee is NOT a deposit and is NOT refundable for any reason other than inclement weather making it impossible to hold a picnic. Cancellation of this park shelter reservation will NOT result in a refund of the fee. **If prior approval is not obtained for the installation of additional tents or stakes and causes disruption of utility services, I agree to be held liable for any repairs to service lines.**

SIGNED: _____

Applicant

Date

For Office Use Only

Receipt # _____ Book _____ Park _____ Police _____

Subject: La Fronteras

To all,

I spoke to Maria Hidalgo by phone last night about the Cinco de mayo celebration they are planning for Sunday May 5th. I will list what we discussed.

The event will take place in the front parking lot only.

The front parking lot will be fenced off from the west side of the building to the existing fence and then from the existing fence along the sidewalk (Belgrade Avenue) to the existing fence for the outdoor patio. This will completely enclose the area.

Entry into the front parking lot (fenced in area) will be made by entering the back door for the restaurant (alley) and walk through the building. There will not be other access into the fenced in area.

The music will be done by D.J (not live music) we will set a decibel limit (Denny Kemp) and monitor it using our sound meter. We will need someone there when they set up for sound checks.

They will I.D and wristband people who are the legal age to drink.

They will pay for (1) full time officer and I will try to get some reserve officers for the event.

Alcohol can not be taken outside of the fenced in area.

Maria will talk to her insurance agent and get the certificate of liability for the building and parking lot.

We (police) reserve the right to shut the event down if we determine there is a public safety issue.

So that is what we came up with, I think it would be appropriate to write it into the permit. From my conversation with Maria it sounds like this is going to be a family event with a bouncy house, inflatable slide for kids, food vendors etc. They have a number of volunteers from nonprofits that will be assisting them with the event. The primary focus for the nonprofits is providing assistance to our local Latino community. I should also mention that the event is starting at 2pm and will run until 8pm. Maria wrote 9pm on the permit because she wanted an hour of tear down time and did not want to be rushed. Maria asked about the officer being there from 5-9. I think it would be best to have an officer there the whole time to field and deal with any complaints we might get about the music level. I would anticipate that if we stay within these guidelines this will a good community event.

If you need anything let me know!

Carl

Lieutenant Carl Bock

2/28/2013

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #18A	Department: City Engineer	Council Meeting Date: 03/04/13																											
TITLE OF ISSUE: Res. Ordering Improvements and Ordering Plans and Specifications for Project No. 13-01ABCDEF, Cliff Court Reconstruction																													
BACKGROUND AND SUPPLEMENTAL INFORMATION: Attached is a resolution ordering the improvement and ordering plans and specifications for Project No. 13-01ABCDEF, Cliff Court Reconstruction. The resolution authorizes Bolton & Menk to prepare the plans and specifications.																													
<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>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>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Spears</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Steiner	_____	_____	Norland	_____	_____	Freyberg	_____	_____	Spears	_____	_____	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 NO.

RESOLUTION ORDERING IMPROVEMENTS
AND ORDERING PLANS AND SPECIFICATIONS
FOR PROJECT NO. 13-01ABCDEF
CLIFF COURT RECONSTRUCTION

WHEREAS, pursuant to resolution of the Council, a date was fixed for a Council hearing on Project No. 13-01ABCDEF, Cliff Court Reconstruction for the improvement of Cliff Court, from Cliff Drive to the cul-de-sac, by the construction of sanitary sewer, water main, water and sewer services, street grading and base, storm sewer, curb and gutter, street surfacing and sidewalks; and

WHEREAS, mailed notice of the hearing and published notice of the hearing was given to the property owners. The hearing was held on the 4th day of March 2013 at which time all persons desiring to be heard were given an opportunity to be heard thereon;

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

1. A feasibility study has determined that such improvement is necessary, cost-effective and feasible.
2. Such improvement is hereby ordered as proposed.
3. Bolton and Menk, Inc. is hereby designated as the engineer for such improvement. Bolton & Menk shall prepare plans and specifications for the making of such improvement.

Adopted by the City Council this 4th day of March 2013.

Mayor

ATTEST:

City Clerk

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #18B	Department: City Engineer	Council Meeting Date: 03/04/13																																	
TITLE OF ISSUE: Res. Ordering Improvement and Ordering Plans and Specifications for Project No. 13-04D, 2013 Street Improvements																																			
BACKGROUND AND SUPPLEMENTAL INFORMATION: Attached is a resolution ordering improvement and ordering plans and specifications for Project No. 13-04D, 2013 Street Improvements. The proposed improvements include street overlays for Howard Drive West Extension, Ringhofer Drive, Willow Lane, Willow Court, Otter Court, Balsam Court and Balsam Drive. A feasibility study determined that such improvements are necessary, cost-effective and feasible. Project cost is estimated to be \$370,000 of which approximately \$100,000 will be funded by the developer. A copy of the proposed project schedule is attached.																																			
<i>If additional space is required, attach a separate sheet</i>																																			
REQUESTED COUNCIL ACTION: Adopt 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: 15%; text-align: center;">Aye</td> <td style="width: 15%; text-align: center;">Nay</td> <td style="width: 55%;"></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>Freyberg</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Spears</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			_____	_____	Steiner		_____	_____	Norland		_____	_____	Freyberg		_____	_____	Spears		_____	_____	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> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div style="width: 45%;"> Other (specify) _____ _____ _____ _____ </div> <div style="width: 50%;"> Proposed project schedule _____ _____ _____ </div> </div>	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 NO.

RESOLUTION ORDERING IMPROVEMENT AND
ORDERING PLANS AND SPECIFICATIONS
FOR PROJECT NO. 13-04D
2013 STREET IMPROVEMENTS

WHEREAS, pursuant to resolution of the Council, it is proposed to go forward with Project No. 13-04D, 2013 Street Improvements; and

WHEREAS, the proposed improvements include street overlays for Howard Drive West Extension, Ringhofer Drive, Willow Lane, Willow Court, Otter Court, Balsam Court and Balsam Drive;

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

- 1) A feasibility study has determined that such improvements are necessary, cost-effective and feasible. Project cost is estimated to be \$370,000, of which approximately \$100,000 will be funded by developer .
- 2) Such improvements are hereby ordered as proposed.
- 3) Bolton and Menk, Inc. is hereby designated as the engineer for such improvement and shall prepare plans and specifications for the making of such improvement.

Adopted by the City Council this 4th day of March 2013.

Mayor

ATTEST:

City Clerk

Proposed Schedule

2013 Street Improvements
City of North Mankato
City Project No. 13-04-D
BMI Project No. M19.105998

H:\NMAN\M19105998\3_Preliminary_Design\Spreadsheets\105998-Project Schedule.xls\SHEET 1

2/15/2013

Steps Required	Action Required By	Date	Comments
Resolution Ordering Preparation of Plans and Specifications	City Council	3/14/2013	
Prepare Plans and Specifications	City Engineer	3/5/13 - 3/15/13	
Resolution Approving Plans and Specifications and Ordering Advertisement for Bids	City Council	3/18/2013	
Advertise for Bids	City Engineer, City Clerk	3/22/2013	
		3/29/2013	
		4/5/2013	
Open Bids	City Engineer, City Administrator, City Clerk	4/12/2013	
Resolution Awarding Contract	City Council	4/15/2013	
Begin Construction	Contractor	May 2013	
End Construction	Contractor	June 2013	



RIVERFRONT PARK Sound Complaints

The objective of this document is to address and disseminate some of the questions and concerns relative to the sound levels originating from selected events held at Riverfront Park during the summer of 2012. It provides a brief account of the events that appeared to generate noise complaints and offers a short synopsis of steps taken to address some of the concerns, as well as what can be done in the future to help moderate the sound.

Throughout any given day people are subjected to a barrage of environmental noise; all of which can be measured in terms of decibel (dB) levels. A whisper, in a quiet library at six feet is 30dB, city traffic *inside* the car is 85dB and a train whistle at 500' measures at 90dB. In an attempt to help understand sound levels within the area, the railroad commissioned David Braslau Associates, Inc. in 1999 to complete a study whereby dB levels were measured at different areas throughout the city. In lower West Mankato 45dB was observed, typical of an urban setting at night; Bethany Lutheran College measured an average level of 53dB (a wide variety of noise sources from the entire river valley) and at Highland Park 49dB was indicative of nearby industrial activity. Conversation at three feet is approximately 60-65dB. Mr. Braslau commented that Mankato had a very noisy downtown corridor. With that being said, sound management is complex; there are numerous variables that can affect sound amplification including air temperature, humidity, wind and the nature of music itself just to name a few.

Early last summer the first sound complaint relative to Riverfront Park was noted following Solstice on June 15. This event was not produced by city staff; rather staff simply assisted with setup and did not become aware of the complaints until after the event. Jonny Lang performed on Saturday, July 7. This event was produced by the civic center and the performance contained considerable bass. Following the concerts, staff was in direct contact with Barb Church of North Mankato who registered the complaint. Coincidentally, Fun Days at Wheeler Park in North Mankato was scheduled the same weekend. Staff determined to take action by measuring sound decibel levels in the areas where complaints arose during future Riverfront Park concerts. Staff was not aware of any complaints during Tesla on July 28 or during the Fourth of July event. The next complaint was not received until RibFest when Mayor Anderson heard from a resident in the vicinity of Fifth or Sixth Street.

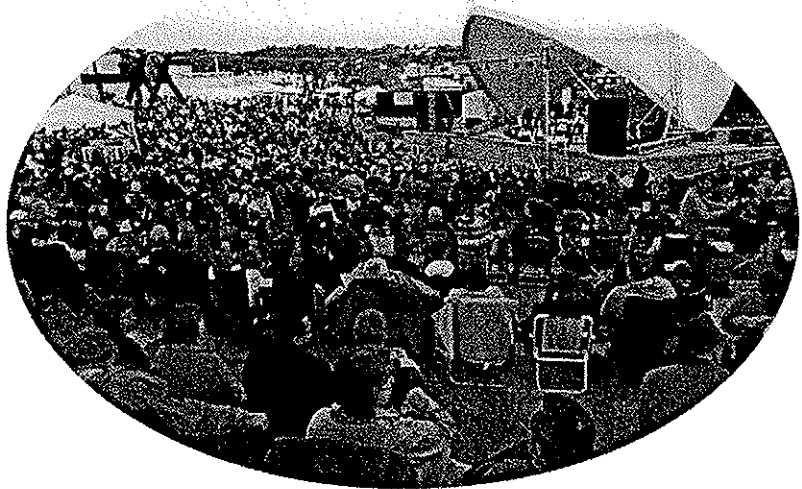
On Thursday, August 2, during the Sawyer Brown concert, staff spanned out over multiple areas outside the park to monitor decibel (dB) levels. Areas measured in North Mankato included Wanda Street, Lyndale Street, Stewart Street, the northern most block of Wall Street and at the intersection of Hwy 169 and Webster Avenue. Decibel level readings ranged from 50dB to 80dB, with 70-80dB readings occurring as trucks were passing on Hwy 169. The actual readings on music levels did not reach 65 dB's. During the remainder of the summer staff addressed the noise concerns to the best of their ability by working with some of the smaller acts to request they tone down the sound and retooled the sound equipment to help somewhat alleviate excessive bass levels. Interestingly enough, new sound equipment provided a better level of sound with much greater clarity.

~OVER~

Prior to the 2013 Riverfront Park season; staff will examine outdoor concert policies in Minneapolis - NE, St. Paul – Harriet Island and the Apple Valley Zoo amphitheater. In addition, the following measures will be implemented to further address sound levels:

- Prior to any of the summer activities scheduled at the park staff will measure ambient noise levels in the aforementioned neighborhoods to determine normal dB readings. Subsequently, during sound checks, Solstice in June, a significant event in July, RibFest in August and a larger event in September, decibel levels will be measured again in the vicinities which seemed to be most affected by the sound (North Mankato bluff area/lower North Mankato, Mankato Fifth and Sixth Streets, and Bethany bluff).
- In addition, PA speakers will be directed into Amphitheater Bowl.
- Prior to opening of the 2013 season, staff will arrange plantings of conifers behind the stage area.
- Mayors of both Mankato and North Mankato, and city council members, as well as any concerned citizens will be invited to participate during the readings and provide input as a result of the findings.
- A 10 p.m. closing will also be instituted for all weekday events, the exception being RibFest, which generally concludes between 10:30 and 11 p.m. All weekend events will conclude prior to 11 p.m.
- Staff will utilize social media tools and the Internet to solicit concerns and alert those who wish to receive advance notice of event dates and times when the sound levels may be elevated.

Staff will explore opportunities and perhaps seek the assistance of a professional to assist in providing reasonable suggestions and solutions to help mitigate the sound. Further, planting larger conifers behind the amphitheater stage will help to absorb the sound that would be moving in that direction. New techniques to the mix and focus of the sound will continue to be explored to help diminish out of the park noise pollution.



As we look ahead to the 2014 summer concert season there are a couple options which might be considered to furthering sound dampening. One might be installation of affixed seating in the bowl area of the amphitheater. An audience, seated closely together in the bowl, would help to absorb sound rather than have it amplify off bare concrete and stone, much like in the Civic Center arena. Additionally, a berm might be a consideration. If fashioned "behind the bowl" it could accomplish two things; provide better sightlines for patrons without assigned seating and the porous nature of the berm would further reduce out of the park sound proliferation.

Going forward staff will do its best to follow up on any and all sound complaints. Any suggestions or concerns from the public are welcome and will make everyone's experience with regard to Riverfront Park events a more positive one.

CLAIM REPORT
BILLS PAID AFTER THE COUNCIL MEETING OF FEBRUARY 19, 2013
END OF MONTH

74411	ICMA Retirement Trust - 457	employee payroll deductions	\$4,193.85
74412	ICMA Retirement Trust - Roth IRA	employee payroll deductions	\$460.00
74413	Law Enforcement Labor Service	employee payroll deductions	\$450.00
74414	NCPERS Minnesota-Unit 662400	employee payroll deductions	\$192.00
74415	United Way	employee payroll deductions	\$214.65
74416	HickoryTech	telephone bill-All Depts.	\$438.82
74417	Minn River Valley Drug Task Force	reimburse of annual dispatch service-Task Force	\$376.24
74418	Morgan, Shawn	replace lost check #73896	\$85.50
74419	Partners for Affordable Housing	Pedal Past Poverty donation-10% Gambling Fund	\$1,000.00
74420	Telrite Corporation	long distance phone bill-Mun Bldg	<u>\$251.55</u>
	Total		<u><u>\$7,662.61</u></u>

CLAIMS CONTINUED

General	\$4,786.23
Library	\$142.36
Community Development	\$100.00
2013 Construction	\$4.34
Water	\$334.37
Sewer	\$685.73
Sanitary Collection	\$113.00
Storm Water	\$4.34
Public Access	\$116.00
10% Gambling Contribution Fund	\$1,000.00
Minnesota River Valley Drug Task Force	<u>\$376.24</u>
Total	<u><u>\$7,662.61</u></u>

PORT AUTHORITY INVOICES
BILLS PAID AFTER THE COUNCIL MEETING OF FEBRUARY 19, 2013
END OF MONTH

None to report

List of Port Authority Bills in the Amount of \$0.00

Council Meeting of March 4, 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 \$7,662.61

Council Meeting of March 4, 2013

Mayor Mark Dehen

Council Member Kim Spears

Council Member Diane Norland

Council Member William Steiner

Council Member Robert Freyberg

CLAIM REPORT
FOR REGULAR COUNCIL MEETING OF MARCH 4, 2013

A Locksmith	door lock repair-Library	\$55.00
Alexandria Tech & Comm College	training-Fire Dept.	\$350.00
Ameripride Services	gloves, mats, uniform & towel service-All Depts.	\$702.56
American Engineering Testing, Inc.	professional service-Street Dept.	\$5,038.50
American Legal Publishing	internet renewal for city code-Contingency	\$325.00
Apt Machining & Fabricating, Inc.	equipment parts-Street & Park Depts.	\$2,211.65
Arnold's of North Mankato	service manual for tractor-Park Dept.	\$141.38
Audio Editions	audio books & supplies-Library	\$139.59
Batteries Plus	supplies-Mun Bldg & Street Depts.	\$51.79
Beacon Athletics	supplies-Caswell	\$2,295.70
Benco Electric Cooperative	electric bill-All Depts.	\$24,861.24
Bolton & Menk, Inc.	engineering fees-All Depts.	\$39,879.50
Brandt, Inc.	clothing-Water Dept.	\$21.48
Braun Intertec	professional service-Mun Bldg	\$397.00
Caretakers, Inc.	snow removal-Public Access	\$483.20
Cargill, Inc.	deicer salt-Street Dept.	\$12,787.12
CenterPoint Energy	gas bill-All Depts.	\$8,975.90
City of Mankato	wastewater fee for March-Sewer	\$65,000.00
Computer Technology Solutions, Inc.	computer repair-Admin	\$100.00
Crawler Welding, Inc.	equipment parts-Street Dept.	\$1,847.74
Crysteel Truck Equipment	equipment parts-Street Dept.	\$1,588.88
DEMCO, Inc.	supplies-Library & Bookmobile	\$190.80
Ditch Witch of Minnesota	equipment parts-Park Dept.	\$442.42
Dittrich Mechanical & Fabrication, Inc.	equipment repair-Park Dept.	\$35.00
DM Stamps & Specialties	stamp-Finance	\$19.11
Express Services, Inc.	temporary crossing guards-Police Dept.	\$772.20
Ferguson Enterprises, Inc.	equipment parts & supplies-Park & Water Depts.	\$544.58
Flexible Pipe Tool Company	equipment parts-Sewer Dept.	\$1,726.65
Forrey Septic Systems & Excavating	road sand-Street Dept.	\$152.16
Frontier Precision, Inc.	supplies & training for GPS-Insp & 2013 Const	\$691.60
Giefer, Daniel	gas for training-Fire Dept.	\$32.50
Hach Company	supplies-Water Dept.	\$23.16
Hansen Sanitation	refuse pickup-Sanitation	\$48,819.05
Hawkins, Inc.	equipment parts-Water Dept.	\$1,871.36
Hillyard/Hutchinson	supplies-Shop	\$123.62

CLAIMS CONTINUED

Ingram Library Service	books-Library & Bookmobile	\$1,966.73
Kwik Trip, Inc.	unleaded & diesel fuel-All Depts.	\$28,855.30
LJP Enterprises, Inc.	trailer rent-Sanitation	\$600.00
Lakes Gas Co. #10	LP gas-Caswell & Sanitation	\$540.12
Larkstur Engineering & Supply, Inc.	equipment parts-Street Dept.	\$286.39
L.M.C.I.T.	workers comp premium adjustment-All Depts.	\$5,211.00
Lloyd Lumber	equipment parts & supplies-All Depts.	\$1,503.61
Madison National Life Insurance	life insurance & voluntary life insurance for March	\$586.96
Matheson Tri-Gas, Inc.	welding supplies-Shop	\$273.09
Menards-Mankato	bldg repair supplies & cabinets-Str, Caswell & Park	\$1,094.01
MII Life, Inc.-VEBA	2nd quarter contributions for VEBA account	\$27,600.00
Minneapolis Finance Department	annual automated pawn service fees-Police Dept.	\$204.00
Minnesota AWWA	registration fee for training-Water Dept.	\$175.00
Minnesota Department of Health	quarterly water connect fee-Water Dept.	\$7,674.00
Minnesota Pollution Control Agency	sewer license-Sewer Dept.	\$45.00
Minnesota River Valley Drug Task Force	2013 appropriation-Unallocated	\$19,500.00
MN Dept Employment & Economic Dev	Thin Film grant repayment-Port Auth State Rev Loan	\$2,414.02
Mobile Glass Service	equipment repair-Street Dept.	\$75.00
Northern States Supply	supplies-Street Dept.	\$13.59
O'Reilly Auto Parts	equipment parts-Police Dept.	\$117.33
Pet Expo Distributors	aquatic service-Library	\$40.00
Petty Cash, Clara Thorne	petty cash items-All Depts.	\$158.30
Pioneer Athletics	paint for ballfields-Caswell	\$1,372.00
Red Feather Paper Company	supplies-All Depts.	\$694.62
River Bend Business Products	copier maintenance & copier-Mun Bldg & Sanitation	\$1,234.44
South Central Regional Fire Dept. Assn.	2013 membership dues-Fire Dept.	\$50.00
Southern Minnesota Construction	sand-Street Dept.	\$62.79
Sprint	PCS connection card data plan-Pol, 2013 Const & P/A	\$234.30
SPS Companies	equipment parts & supplies-Fire, Street & Park Depts.	\$211.31
Staples Advantage	supplies-All Depts.	\$779.50
State Industrial Products	cleaning supplies-Park Dept.	\$430.31
State of Minnesota	inspection stickers-Shop	\$50.00
Survey Services, Inc.	professional service-Port Authority	\$3,150.00
Upstart	supplies for special programs-Library	\$39.35
Toppers Plus, Inc.	equipment parts-Park Dept.	\$26.72

CLAIMS CONTINUED

Toyota-Lift of Minnesota	equipment parts-Sanitation	\$70.09
WACO Scaffolding & Supply Co.	equipment rental-Park Dept.	\$98.33
Wayne's Auto Body, Inc.	body work & paint-Park Dept.	\$669.58
Wells Fargo Bank	principal & interest-GO Improvement Bond of 2009	\$226,931.25
Werner Electric Supply	equipment parts & supplies-Bldg, Park & Water	\$597.69
Winter Equipment Company	plow blades-Street Dept.	<u>\$12,240.75</u>
Total		<u><u>\$570,573.92</u></u>

CLAIMS CONTINUED

General	\$139,898.36
Library	\$4,045.98
Bookmobile	\$1,724.26
Community Development	\$30.80
Contingency	\$325.00
Port Authority	\$3,150.00
Capital Facilities & Equipment Replacement-Water	\$7,667.50
Capital Facilities & Equipment Replacement-Sewer	\$11,420.00
Port Authority State Revolving Loan Fund	\$2,414.02
GO Improvement Bond of 2009	\$226,931.25
2011 Construction	\$4,940.00
2013 Construction	\$15,598.29
Water	\$26,118.33
Sewer	\$70,017.11
Sanitary Collection	\$52,359.74
Storm Water	\$1,998.90
Public Access	\$1,934.38
Total	<u>\$570,573.92</u>

PORT AUTHORITY INVOICES
FOR REGULAR COUNCIL MEETING OF MARCH 4, 2013

MN Dept Employment & Economic Dev	Thin Film grant repayment-Port Auth State Rev Loan	\$2,414.02
Survey Services, Inc.	professional service-Port Authority	<u>\$3,150.00</u>
Total		<u><u>\$5,564.02</u></u>

List of Port Authority Bills in the Amount of \$5,564.02

Council Meeting of March 4, 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 \$570,573.92

Council Meeting of March 4, 2013

Mayor Mark Dehen

Council Member Kim Spears

Council Member Diane Norland

Council Member William Steiner

Council Member Robert Freyberg