

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 May 6, 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 Freyberg, Spears, Steiner and Norland, City Administrator Harrenstein, Finance Director Thorne, City Clerk Gehrke, Attorney Kennedy, Engineer Malm and Planner Fischer.

Approval of Agenda

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

Approval of Minutes

Council Member Freyberg moved, seconded by Council Member Steiner, to approve the minutes of the Council meeting of April 15, 2013. Vote on the motion: Freyberg, Spears, Steiner, Norland and Dehen, aye; no nays. Motion carried.

Consider Approval of 2013 Community Development Block Grant (CDBG) Action Plan

Planner Fischer reported a public hearing was held at the April 15, 2013 Council meeting to consider approval of the 2013 Community Development Block Grant (CDBG) Action Plan. As proposed in the 2013-2014 CDBG Action Plan, the following are the recommended projects for Council consideration: 1) Single-Family Housing Rehabilitation - \$39,480; 2) Comprehensive Plan - \$8,340; 3) Additional financial assistance to move existing home at 238 Nicollet Avenue to 202 Christensen Street including rehabilitation - \$5,000 and 4) Administration - \$2,780. Planner Fischer reported that while the public hearing was held, the City Council never formally approved the Action Plan. **Council Member Freyberg moved, seconded by Council Member Norland, to approve the 2013 Community Development Block Grant (CDBG) Action Plan. Vote on the motion: Freyberg, Spears, Steiner, Norland and Dehen, aye; no nays. Motion carried.**

Public Hearing, 7 p.m. – Consider Amending HUD Consolidated Plan

The Mayor opened the public hearing to consider amending the 2010-2014 HUD Consolidated Plan. A notice of the public hearing was published in the official newspaper. Planner Fischer reported in 2010, the City Council approved a 2010-2014 Consolidated Plan which listed various activities for the City to use CDBG entitlement funds. The City may use CDBG funds for comprehensive planning purposes; however, that activity was not included in the 2010-2014 Consolidated Plan. Since staff is recommending the use of CDBG funds for comprehensive planning, it is necessary to amend the Consolidated Plan by adding comprehensive planning as an eligible project. Council Member Spears asked about the public comment section of the Plan. Mayor Dehen stated comprehensive planning was a viable use of the HUD funds. There being no one else appearing before the Council, the Mayor closed this portion of the meeting. **Council Member Steiner moved, seconded by Council Member Freyberg, to approve the amendment to the 2010-2014 HUD Consolidated Plan. Vote on the motion: Freyberg, Spears, Steiner, Norland and Dehen, aye; no nays. Motion carried.**

Open the Meeting to the Public for the First Time

Barb Church, 102 E. Wheeler Avenue

Barb Church, 102 E. Wheeler Avenue, appeared before the Council thanking them for adding comprehensive planning to the HUD Consolidated Plan. She also thanked the Council for the spring curbside pickup.

Consent Agenda

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

- A. Bills and Appropriations.
- B. Audio and Large Group Permit for Grace Lutheran Church Service, Wheeler Park, Sunday, June 16, 2013 from 8 a.m. to 4 p.m.
- C. Res. No. 29-13 Declaring Costs to be Assessed for Municipal Charges – 703 Park Avenue.
- D. Res. No. 30-13 Waiving Waiting Period for Exemption from Lawful Gambling License for Knights of Columbus, Bingo, July 10-14, 2013 at Wheeler Park.
- E. Application for Temporary 3.2 Permit for North Mankato Civic & Commerce Association, Fun Days, July 11-14, 2013, Wheeler Park.
- F. Application for Parade Permit for North Mankato Fun Days Kiddie Parade, Wheeler Park, Friday, July 12, 2013 from 6:15 p.m. to 7:30 p.m.
- G. Application for Parade Permit for North Mankato Fun Days, Saturday, July 13, 2013 from 11 a.m. to 2 p.m.
- H. Res. No. 31-13 Approving Donations/Contributions.

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

Business Items:**Presentation Bicycle Activities**

Mayor Dehen presented the activities planned for Greater Mankato Bike & Walk Week May 12-18, 2013. He reported that at 6 p.m. on Wednesday, May 22, 2013, the Mayor's Ride departs from the North Mankato City Offices for a ride through both cities. He invited anyone interested to join in the ride noting that for safety reasons helmets are required.

Consider Adopting Bike Routes

The Mayor presented the bike route proposed by the North Mankato Bicycle Commission which includes changes as recommended by the City Engineer and the Street Department. Bicyclists will be directed from Belgrade Avenue onto Nicollet Avenue, Center Street will be used for northbound bicycle traffic while southbound traffic will be directed onto Sherman Street between Belgrade and Webster. At the west end of Nicollet Avenue bicyclists will be directed south on Robel and continue west on South Avenue to cross Lee Boulevard and Lookout Drive utilizing the existing traffic signal. Discussion was held regarding the cost of signage and the use of sharrows on the streets. An Eagle Scout would like to paint the sharrows as part of his Eagle Scout project. **Council Member Steiner moved, seconded by Council Member Norland, to adopt the bicycle routes as proposed by the North Mankato Bicycle Commission. Vote on the motion: Freyberg, Spears, Steiner, Norland and Dehen, aye; no nays. Motion carried.**

Res. No. 32-13 Supporting Legislation Authorizing the Establishment of Municipal Improvement Districts

Engineer Malm reported the League of Minnesota Cities has requested Cities consider passing resolutions of support for the proposed Street Improvement District legislation (HF 745 and SF 607). The legislation would give Cities an alternative to the MS 529 assessment process for financing roadway improvements. Engineer Malm referenced the Cliff Court project noting the requirement in MS 429 to assess a minimum of 20 percent of the project in order to sell an improvement bond is problematic, as assessment amounts of 20 percent are often not reasonable. He also noted the

requirement to prove property value increase associated with the value of the assessment is also problematic when overall property values are declining. This legislation would give Cities an alternative way to finance roadway improvements. Council Member Spears stated his opposition to forming Street Improvement Districts and noted the entire City of North Mankato is a Street Improvement District that already pays taxes. Attorney Kennedy reported this type of district is used for sidewalks in many communities. Attorney Kennedy reported that Cities have a very difficult time showing an increase in property values equal to the cost of the street improvements. **Council Member Norland moved, seconded by Council Member Steiner, to adopt Resolution No. 32-13 Supporting Legislation authorizing the Establishment of Municipal Improvement Districts. Vote on the Resolution: Freyberg, Steiner, Norland and Dehen, aye; Spears, nay. Motion carried.**

Res. No. 33-13 Proposal to Adopt Tax Increment Financing District Plan Modification and Setting Public Hearing for Monday, June 17, 2013 at 7 p.m.

Planner Fischer reported that as part of the Phase 2 Marigold Redevelopment project, the developer is requesting the use of Tax Increment Financing. For that reason, it is necessary to set a public hearing for Monday, June 17, 2013 at 7 p.m. to consider modification to Tax Increment Financing District IDD 1-8 and the proposed adoption of a Tax Increment Financing Plan. **Council Member Norland moved, seconded by Council Member Steiner, to adopt Resolution No. 33-13 Proposal to Adopt Tax Increment Financing District Plan Modification and Setting a Public Hearing for Monday, June 17, 2013 at 7 p.m. Vote on the Resolution: Spears, Steiner, Norland and Dehen, aye; Freyberg nay. Motion carried.**

Set Public Hearing for Monday, June 3, 2013 at 7 p.m. for Vacation of Easements, Northport No. 14

Planner Fischer reported as part of the replatting of Northport No. 14 in the industrial park, it is necessary to set a public hearing for the vacation of certain utility easements. He reported the North Mankato Port Authority has a Purchase Agreement with Cemstone Companies for the purchase of six (6) acres of land on Howard Drive West in the industrial park. In order to assemble the parcel of land to meet the needs of Cemstone, it is necessary to vacate certain utility easements. The local utility companies will be notified of the vacation of easements and provided the opportunity to comment. Planner Fischer noted that a replat of Northport No. 14 will be considered by the Planning Commission on May 9, 2013 and a recommendation forwarded to the Council on May 20, 2013. **Council Member Steiner moved, seconded by Council Member Norland, to set a public hearing for Monday, June 3, 2013 at 7 p.m. to consider the vacation of utility easements in Northport No. 14. Vote on the motion: Freyberg, Spears, Steiner, Norland and Dehen, aye; no nays. Motion carried.**

Traffic & Safety Committee Minutes of April 30, 2013

Planner Fischer reported the Traffic & Safety Committee met on April 30, 2013 to consider proposed street closures for the 2013 Blues on Belgrade and Oktoberfest. He reported Jim Whitlock, President of Business on Belgrade, was in attendance to answer any questions. A new event, the Pub Crawl, is proposed for the evening of July 26, 2013 from 7-10 p.m. The Blues on Belgrade event held on July 27, 2013 will require closure of portions of Belgrade Avenue and Range Street and the Pub Crawl and Oktoberfest will require closure of one block of Range Street. Discussion was held regarding the staff costs for public safety. Jim Whitlock reported the cost of putting on the event is \$16,000 with each business and liquor establishment contributing to the event. No outside vendors will be brought in this year since the bars and restaurants want to feature their food for these events. Mayor Dehen stated these events highlight the Central Business District and are good for the community. Planner Fischer reported the Traffic & Safety Committee recommended approval of the

street closures subject to police presence at each event. **Council Member Norland moved, seconded by Council Member Steiner, to approve the street closures for the 2013 Blues on Belgrade and Oktoberfest events subject to police presence at each event. Vote on the motion: Freyberg, Steiner, Norland and Dehen, aye; Spears nay. Motion carried.**

League of Minnesota Cities Insurance Trust Liability Coverage Waiver Form

Finance Director Thorne reported that as part of the insurance renewal process each year, the City must determine if it wants to waive the tort liability limits that are established by statute. She noted the City has never waived these limits. Attorney Kennedy reported the City currently has liability limits of \$500,000 per person and \$1,500,000 per incident which is very responsible coverage. **Council Member Steiner moved, seconded by Council Member Norland, not to waive the tort liability limits established by Minnesota Statutes 466.04. Vote on the motion: Freyberg, Spears, Steiner, Norland and Dehen, aye; no nays. Motion carried.**

Consider Setting Public Hearing for 7 p.m. on Monday, June 3, 2013 to Amend Code of Ordinances, Section 30.04, Council Procedure at Regular Meetings

Administrator Harrenstein presented a request to set a public hearing to amend Section 30.04, Council Procedure at Regular Meetings. He noted that several changes have been made to the City Council agenda that differ in varying degrees from the City Code provision that describes how the agenda should be structured including use of a consent agenda, approval of the agenda and the use of business items instead of staff reports to request action from the City Council. In addition, he reported staff is recommending the City Council move to one public comment item instead of two public comment sections. Administrator Harrenstein reported he conferred with the City Attorney and the City Clerk and in order to implement these changes, it is necessary to adopt an ordinance. As part of this process, it is necessary to set a public hearing to amend the Code of Ordinances. Council Member Freyberg asked what the driving force behind the request to move to one public comment period. He also reported that in speaking with Mankato Mayor Eric Anderson, they are thinking of moving from one public comment period to two public comment periods. Administrator Harrenstein responded that two public comment periods were new to him, there has not been good management of the public comment periods and public comment is more appropriate at the beginning of the meeting to allow discussion before decisions have already been made. Administrator Harrenstein will have the proposed ordinance for Council review at the next Council meeting. Council Member Spears stated it has taken four years for residents to get involved and he is against removing one of the public comment periods. **Council Member Steiner moved, seconded by Council Member Norland to set a public hearing for 7 p.m. on Monday, June 3, 2013 to Amend the Code of Ordinances, Section 30.04, Procedure at Regular Meetings. Vote on the motion: Steiner, Norland and Dehen, aye; Freyberg and Spears, nay. Motion carried.**

Open the Meeting to the Public for the Second Time

Barbara Church, 102 E. Wheeler Avenue

Barbara Church, 102 E. Wheeler Avenue, appeared before the Council and asked what other cities do regarding the public comment periods. Attorney Kennedy reported one system is for residents to contact the City Clerk prior to the meeting and be added to the agenda.

Mayor and Council Comments

Council Member Steiner

Council Member Steiner reported funding for the sculpture "Circle of Friends" has reach \$14,000. He thanked everyone who has made a pledge to purchase the sculpture.

Council Member Norland

Council Member Norland referenced the contributions and donation resolution and asked that everyone who contributes to the City is thanked.

Mayor Dehen

Mayor Dehen reported the South Central Healthcare Coalition, in partnership with the Minnesota Department of Health, is holding an Open House at South Central College on Wednesday, May 8, 2013 from 3-6 p.m. This is an opportunity to tour the State's Mobile Medical Resources that have been developed to support health care systems in Minnesota during a disaster.

The Mayor reported notification of a rate adjustment was received from Charter Communications.

The Mayor reported the new art is being installed for the 2013 City Art Walking Sculpture Tour with an Artists' Reception scheduled for 6-9 p.m. on Saturday, May 18, 2013. He also reported the 2012 People's Choice sculpture has been permanently installed in the 400 Block of Belgrade Avenue.

The Mayor reported Coffee with the Council will be held from 10-11 a.m. on Saturday, May 11, 2013 in the Board Room of the North Mankato Taylor Library. A map of the bicycle route will be available at event for the start of Bike & Walk Week.

There being no further business, the meeting was adjourned at 7:58 p.m. on a motion by Council Member Spears, seconded by Council Member Norland. Vote on the motion: Freyberg, Spears, Steiner, Norland and Dehen, aye; no nays. Motion carried.

Mayor

City Clerk

CLAIM REPORT
FOR REGULAR COUNCIL MEETING OF MAY 20, 2013

| | | | |
|-------|-----------------------------------|--|----------------|
| 74836 | Void | Void | (\$162,618.20) |
| 74910 | Void | Void | (\$1,018.52) |
| 74915 | Casey's General Store | gas-Police, Fire, Inspection & Water Depts. | \$346.37 |
| 74916 | City of Mankato | wastewater fee for May-Sewer | \$65,000.00 |
| 74917 | Gustavus Athletics | 10% concession stand sales for tournament 5/3,4,5 | \$112.37 |
| 74918 | HickoryTech | telephone & internet bill-All Depts. | \$3,361.15 |
| 74919 | Verizon Wireless | cell phone & internet-All Depts. | \$316.58 |
| 74920 | Cardmember Service | charge card items-All Depts. | \$7,379.68 |
| 74921 | Charter Communications | high speed data service-Pol, Fire, Contingency & P/A | \$442.96 |
| 74922 | AT & T Mobility | cell phone bill-Bookmobile | \$49.17 |
| 74923 | ICMA Retirement Trust - 457 | employee payroll deductions | \$3,633.85 |
| 74924 | ICMA Retirement Trust - Roth IRA | employee payroll deductions | \$660.00 |
| 74925 | Law Enforcement Labor Service | employee payroll deductions | \$450.00 |
| 74926 | Mankato West High School | 10% concession stand sales for tournament 5/10, 11 | \$111.95 |
| 74927 | NCPERS Minnesota-Unit 662400 | employee payroll deductions | \$192.00 |
| 74928 | United Way | employee payroll deductions | \$205.97 |
| 74929 | Verizon Wireless | cell phone bill-Admin, Police & Inspections | \$209.07 |
| 74930 | Mount Olive Booster Club | 10% concession stand sales for tournament 5/14 | \$77.39 |
| | A-1 Key City Locksmiths, Inc. | keys & lock repair-Caswell & Park | \$174.48 |
| | Abdo, Eick & Meyers | audit services-All Depts. | \$13,000.00 |
| | Alex Air Apparatus, Inc. | Firewear hoods-Fire Dept. | \$1,628.10 |
| | Alpha Wireless Communications | install radio in new vehicle-Sewer Dept. | \$42.48 |
| | Ameripride Services | gloves, mats, uniform & towel service-All Depts. | \$734.92 |
| | American Concrete | concrete-Shop & Storm Water | \$584.94 |
| | Angie's Artisan Treats | items for concession stand-Caswell | \$47.28 |
| | Audio Editions | audio books & supplies-Library | \$92.35 |
| | Baker & Taylor | books-Library & Bookmobile | \$21.02 |
| | Bank of Alma | interest-Equipment Certificate of Indebtedness | \$1,587.50 |
| | Batteries Plus | supplies-Fire Dept. | \$83.04 |
| | Better Housekeeping Vacuums, Inc. | equipment parts-Mun Bldg | \$42.70 |
| | Blue Valley Sod | mulch-Park Dept. | \$83.75 |
| | BookPage | renew subscription-Library | \$480.00 |
| | Carpet Care | carpet cleaning-Police Dept. | \$268.44 |

CLAIMS CONTINUED

| | | |
|-------------------------------------|--|-------------|
| Carquest Auto Parts | equipment parts & supplies-All Depts. | \$867.35 |
| CDW-Government, Inc. | software license & equipment parts-All Depts. | \$2,705.54 |
| City of Mankato | water bill-Public Access | \$24.33 |
| CocaCola Refreshments | pop-Caswell | \$276.48 |
| Computer Technology Solutions, Inc. | computer monitor-Finance | \$214.75 |
| Connect Business Magazine | ad-Port Authority | \$479.00 |
| Crysteel Truck Equipment | equipment parts-Street & Park Depts. | \$924.22 |
| DeLaCruz, Carol | refund community room reservation | \$80.00 |
| Ditch Witch of Minnesota | equipment parts-Park Dept. | \$2,590.61 |
| Express Services, Inc. | temporary crossing guards-Police Dept. | \$777.52 |
| Fastenal Company | equipment parts-Park & Sewer Depts. | \$5.49 |
| Ferguson Enterprises, Inc. | plumbing supplies-Park Dept. | \$74.17 |
| Finance & Commerce, Inc. | interior coating ad -Capital Facility (Water) | \$222.70 |
| First Line/Leewes Ventures | items for concession stand-Caswell | \$99.80 |
| FleetPride | equipment parts-Park Dept. | \$1,617.92 |
| Free Press | ads-Admin & Comm Dev | \$126.48 |
| Freyberg Petroleum Sales, Inc. | oil-All Depts. | \$1,591.94 |
| G & L Auto Supply | equipment parts & supplies-Street, Park & Sewer | \$961.79 |
| Gale Group | books-Library & Bookmobile | \$63.99 |
| Goebel, Neil | refund voluntary life insurance for May | \$44.80 |
| Gopher State One-Call | one-call locates-Inspection | \$160.95 |
| H & L Mesabi | equipment parts-Street Dept. | \$760.17 |
| Hansen Sanitation | spring cleanup-Sanitation | \$13,785.70 |
| Hansen Sanitation | refuse pickup-Shop, Park, Sanitation & Public Access | \$276.12 |
| Hawkins, Inc. | chemicals-Water Dept. | \$2,569.40 |
| Horvick, Inc. | equipment parts-Sewer Dept. | \$2,277.82 |
| I & S Group | construction plans Caswell North Soccer Fields | \$4,975.00 |
| Ingram Library Services | books-Library & Bookmobile | \$1,024.44 |
| Isuzu Diesel Midwest | equipment parts for new vehicle-Equip Certificates | \$9,804.39 |
| Journal | renew subscription-Library | \$180.00 |
| Keller, J.J. & Associates, Inc. | drug testing-All Depts. | \$247.20 |
| Kennedy & Kennedy Law Office | legal services-Attorney & Port Authority | \$9,486.40 |
| Keystone Automotive Industries | equipment parts-Street & Equipment Certificates | \$73.28 |
| LJP Enterprises of St. Peter | wire baling-Sanitation | \$270.00 |
| LJP Waste & Recycle | transportation charges glass-Sanitation | \$348.80 |
| Lakes Gas Company | propane tank rental-Police Dept. | \$52.61 |
| League of Minnesota Cities | registration fees for conference-Council & Admin | \$124.00 |
| MacQueen Equipment, Inc. | sweeper brooms & equipment parts-Street Dept. | \$3,409.61 |
| Mankato Ford, Inc. | equip parts, mount tires-All Depts. | \$993.96 |
| Mankato Motor Company | equipment of new vehicle-Sewer Dept. | \$99.95 |

CLAIMS CONTINUED

| | | |
|---|---|-------------|
| Matheson Tri-Gas, Inc. | welding supplies-Shop | \$210.52 |
| Mayo Clinic Health System | physicals-Fire Dept. | \$2,431.00 |
| McGowan Water Conditioning, Inc. | salt for softener & new softener-Park & Library | \$374.09 |
| Menards-Mankato | supplies-Street & Park Depts. | \$321.20 |
| Midwest Tape | audio books-Library | \$14.99 |
| Minn Bureau of Criminal Apprehension | recertification course fees-Police Dept. | \$250.00 |
| Minn Fire Service Certification Board | certification exam fee-Fire Dept. | \$150.00 |
| Minnesota Iron & Metal Company | equipment parts & equipment/new vehicle-Park & Swr | \$272.76 |
| Minnesota Pipe & Equipment | equipment parts & meters-Water Dept. | \$448.92 |
| Minnesota River Board | 2012 Mt. Simon monitoring expenses-Water Dept. | \$3,887.00 |
| Minnesota Valley Testing Lab | water testing-Water Dept. | \$350.75 |
| Minnesota Waste Processing | processing-Sanitation | \$29,634.01 |
| MRCI | wages for MRCI employees-Sanitation | \$12,482.80 |
| MTI Distributing, Inc. | equipment parts-Park Dept. | \$461.35 |
| NAPA Auto Parts-Mankato | supplies-Shop | \$51.28 |
| Neubert Millwork Company | drawer repair-Fire Dept. | \$88.26 |
| Nicollet County Recorder/Abstracter | recording fee-Port Authority | \$56.00 |
| North Central International | equipment parts & software update-Shop & Sewer | \$491.39 |
| O'Reilly Auto Parts, Inc. | equipment parts-Police Dept. | \$192.97 |
| OverDrive, Inc. | downloadable audio/ebooks-Library | \$434.68 |
| Paragon Printing, Mailing & Specialties | envelopes, letterhead & fold stuffers-Bldg & Swim Fac | \$2,682.58 |
| Pepsi-Cola of Mankato | items for concession stand-Caswell | \$2,362.30 |
| Petty Cash, Clara Thorne | petty cash items-All Depts. | \$69.78 |
| Pine Products, Inc. | mulch-Park Dept. | \$2,319.30 |
| Plunkett's Pest Control, Inc. | professional service-Street & Shop | \$121.98 |
| Premier Veterinary Center | animal impound-Police Dept. | \$1,119.19 |
| Quest Diagnostics | drug testing-Fire Dept. | \$20.75 |
| Ramy Turf Products | grass seed-Street, Park & Water Depts. | \$165.66 |
| River Bend Business Products | copier maintenance-Library | \$61.18 |
| Safety-Kleen Systems, Inc. | clean drain pits-Street & Shop | \$5,851.16 |
| Schwickert's | service air conditioners-Bldg, Police, Library & P/A | \$2,991.44 |
| Select Account | April participant fee-Unallocated | \$102.48 |
| Sign Pro | remove & apply decal-Bookmobile | \$25.00 |
| Skarpohl Pressure Washer Sales | equipment parts-Park Dept. | \$54.99 |
| Southern Minnesota Construction | road sand-Street Dept. | \$64.43 |
| Springsted, Inc. | budget assistance modeling-Admin | \$5,000.00 |
| SPS Companies, Inc. | equipment parts & supplies-Park Dept. | \$76.07 |
| Staples Advantage | supplies-All Depts. | \$738.69 |
| Star Tribune | renew subscription-Library | \$317.20 |
| Suburban Tire Wholesale, Inc. | tires-Police & Inspections | \$837.55 |

CLAIMS CONTINUED

| | | |
|--------------------------|--|---------------------|
| Texas Refinery Corp. | supplies & grease-Street & Shop | \$1,331.98 |
| Tire Associates | tires & tire repairs-Police, Inspections, Caswell & Park | \$381.08 |
| Tool Sales Company | supplies-Shop | \$12.89 |
| US Foods, Inc. | items for concession stand-Caswell | \$813.98 |
| US Postal Service | postage-All Depts. | \$3,000.00 |
| Viking Fire & Safety | service fire extinguishers-Sanitation | \$80.00 |
| Viking Electric Supply | electrical supplies-Bldg, Fire, Park, Water & Sewer | \$1,454.02 |
| Vine Faith in Action | 2013 appropriation Summit Center-Contingency | \$12,000.00 |
| Wayne's Auto Body, Inc. | paint parts for new vehicle-Sewer Dept. | \$108.92 |
| Wells Fargo Bank | administration charges for bonds | \$2,000.00 |
| Wenzel Auto Electric Co. | equipment part-Street Dept. | \$146.56 |
| Werner Electric Supply | electrical supplies-Street Lighting & Water | \$177.70 |
| Westman Freightliner | equipment repair-Park Dept. | \$65.77 |
| Zahl Equipment Service | equipment parts-Street Dept. | \$466.97 |
| | | <hr/> |
| Total | | <u>\$102,077.04</u> |

CLAIMS CONTINUED

| | |
|--|---------------------|
| General | \$79,512.01 |
| Library | \$6,341.73 |
| Bookmobile | \$664.73 |
| Community Development | \$252.26 |
| Contingency | \$12,128.99 |
| Port Authority | \$2,425.38 |
| Capital Facilities & Equipment Replacement-Water | \$222.70 |
| Equipment Certificate of Indebtedness | \$1,587.50 |
| Capital Improvement Bonds of 2008 | \$400.00 |
| Local Option Sales Tax Bonds | \$400.00 |
| GO Improvement Bond of 2008 | \$400.00 |
| Equipment Certificates | \$10,842.79 |
| Local Option Sales Tax Construction | \$4,975.00 |
| 2013 Construction | \$10.74 |
| Water | \$12,026.11 |
| Sewer | (\$91,817.30) |
| Sanitary Collection | \$58,014.08 |
| Storm Water | \$1,086.49 |
| Public Access | \$2,603.83 |
| | <hr/> |
| Total | <u>\$102,077.04</u> |

PORT AUTHORITY INVOICES
FOR REGULAR COUNCIL MEETING OF MAY 20, 2013

| | | |
|-------------------------------------|---------------------------------|-------------|
| Verizon Wireless | cell phone bill-Port Authority | \$52.67 |
| Cardmember Service | charge card item-Port Authority | \$13.22 |
| Abdo, Eick & Meyers | audit service-Port Authority | \$1,232.00 |
| Connect Business Magazine | ad-Port Authority | \$479.00 |
| Kennedy & Kennedy Law Office | legal services-Port Authority | \$585.00 |
| Nicollet County Recorder/Abstracter | recording fee-Port Authority | \$56.00 |
| Petty Cash, Clara Thorne | petty cash item-Port Authority | \$7.49 |
| | | <hr/> |
| Total | | \$2,425.38 |
| | | <hr/> <hr/> |

List of Port Authority Bills in the Amount of \$2,425.38

Council Meeting of May 20, 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 \$102,077.04

Council Meeting of May 20, 2013

Mayor Mark Dehen

Council Member Kim Spears

Council Member Diane Norland

Council Member William Steiner

Council Member Robert Freyberg

RESOLUTION NO.

RESOLUTION APPROVING DONATIONS/CONTRIBUTIONS

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

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

| Donor of Gift | Restriction on Gift | Amount |
|---------------------------------|---|---------------|
| Michelle L. Johnson | Library | \$100.00 |
| Tim & Jeannine Leonhardt | General Fund – Adopt-A-Family Swim Pass | \$72.00 |
| James & Dolores Portz | General Fund – Adopt-A-Family Swim Pass | \$36.00 |
| Tom & Velma Brunner, Jr. | General Fund – Adopt-A-Family Swim Pass | \$36.00 |
| Douglas Sinclair | General Fund – Adopt-A-Family Swim Pass | \$72.00 |
| Carol De Remeé | General Fund – Adopt-A-Family Swim Pass | \$36.00 |
| David & Pamela Lamm | General Fund – Adopt-A-Family Swim Pass | \$36.00 |
| Judy & Perry Stow | General Fund – Adopt-A-Family Swim Pass | \$36.00 |
| Diane Cattrysse | General Fund – Adopt-A-Family Swim Pass | \$36.00 |
| Mrs. E. Buckley | General Fund – Adopt-A-Family Swim Pass | \$36.00 |
| Kathryn Rusch & Michael L.Lange | General Fund – Adopt-A-Family Swim Pass | \$36.00 |
| Jo Marie Robbins | Library - Audiobooks | \$100.00 |
| | | |

Adopted by the City Council this 20th day of May 2013.

Mayor

City Clerk

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



| | | |
|-------------------|--------------------------|--------------------------------|
| Agenda Item # 11A | Department: City Planner | Council Meeting Date: 05/20/13 |
|-------------------|--------------------------|--------------------------------|

TITLE OF ISSUE: Consider approving Preliminary and Final Plat of Northport No. 17

BACKGROUND AND SUPPLEMENTAL INFORMATION: See report.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Approve preliminary and final plat of Northport No. 17.

For Clerk's Use:

Motion By: _____
 Second By: _____

Vote Record:

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

SUPPORTING DOCUMENTS ATTACHED

| Resolution | Ordinance | Contract | Minutes | Map |
|--------------------------|--------------------------|--|--------------------------|--------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Other (specify) _____ | | Preliminary and Final Plat of Northport No. 17 | | |
| _____ | | | | |
| _____ | | | | |
| _____ | | | | |

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

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

PRELIMINARY AND FINAL PLAT OF
NORTHPORT NO. 17

LOT 1, BLOCK 1, OUTLOT A AND OUTLOT B,
NORTHPORT NO. 14

A REQUEST FROM THE NORTH MANKATO PORT AUTHORITY

THE CITY OF NORTH MANKATO

SUBJECT: Preliminary and Final Plat of Northport No. 17

APPLICANT: North Mankato Port Authority

LOCATION: Lot 1, Block 1, Outlot A and Outlot B, Northport No. 14

EXISTING ZONING: M-2, Heavy Industrial

DATE OF HEARING: May 9, 2013

DATE OF REPORT: April 30, 2013

REPORTED BY: Michael Fischer, City Planner

APPLICATION SUBMITTED

Request to replat Lot 1, Block 1, Outlot A and Outlot B, Northport No. 14

COMMENT

In 2009, the applicant received approval of Northport No. 14 as shown on Exhibit A. The plat contained a five (5) acre parcel described as Lot 1, Block 1 and Outlots A and B which were reserved for future development. In 2009, Lot 1, Block 1 was platted to accommodate an industrial user who had interest in the lot. However, the industrial user chose a different lot in the industrial park.

The North Mankato Port Authority is currently working with a company who wishes to purchase a six (6) acre parcel in this area. To accommodate a six (6) acre lot, it is necessary to replat Lot 1, Block 1, Northport No. 14 to increase it from five (5) acres to six (6) acres as shown on Exhibit B. As proposed, Lot 1, Block 1, Northport No. 17 would consist of a six (6) acre lot and Outlots A and B would be reserved for future development.

As part of the replatting process, it is necessary to formally vacate the utility easements within Northport No. 14. New utility easements will be established within Northport No. 17.

RECOMMENDATION

Staff recommends approval of the preliminary and final plat of Northport No. 17.

CITY OF NORTH MANKATO



REQUEST FOR COUNCIL ACTION

| | | |
|-------------------|--------------------------|--------------------------------|
| Agenda Item # 11B | Department: City Planner | Council Meeting Date: 05/20/13 |
|-------------------|--------------------------|--------------------------------|

TITLE OF ISSUE: Consider approving staff recommendation to proceed with Request for Proposals (RFP) for development of a Comprehensive Lane Use Plan

BACKGROUND AND SUPPLEMENTAL INFORMATION: Attached is a Request for Proposals (RFP) to seek qualified planning consultants to prepare a Comprehensive Plan for the City. Pending City Council approval of the RFP, the timeline is as follows:

| | |
|-----------------------|---|
| May 22, 2013 | RFP Release |
| June 28, 2013 | Proposals Due |
| June 28-July 19, 2013 | Staff Review Process/Interview with Consultants |
| August 5, 2013 | Staff Recommendation to City Council |

Staff would recommend the interview committee consist of the following:

- City Administrator
- City Planner
- 1 Member of Planning Commission
- 1 Member of City Council
- 1 Citizen

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Approve the release of the RFP and interview committee.

For Clerk's Use:

Motion By: _____
 Second By: _____

Vote Record:

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

SUPPORTING DOCUMENTS ATTACHED

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

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

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

CITY OF NORTH MANKATO

Request for Proposals

COMPREHENSIVE PLAN
Proposals Due: June 28, 2013



City of North Mankato
1001 Belgrade Avenue
North Mankato, MN 56003

REQUEST FOR PROPOSALS

COMPREHENSIVE PLAN

CITY OF NORTH MANKATO, MINNESOTA

PROPOSE: The purpose of this Request for Proposals (RFP) is to seek qualified Planning Consultants to prepare a Comprehensive Plan for the City of North Mankato, Minnesota.

The purpose of the Comprehensive Plan is to identify issues, opportunities, needs and organize public policy to address them in a manner that makes the best and most appropriate use of City resources. It will describe a desired future for the community over the next 20 years and establish goals to move toward that future. The Comprehensive Plan is meant to be used by elected and appointed officials and City staff in the ongoing process of making decisions, creating ordinances and allocating funds.

SCOPE OF WORK: The scope of this project is to produce a Comprehensive Plan to direct the future growth and development of North Mankato. The resulting Plan should be both a physical and policy based plan and provide implementation actions and strategies, and include illustrative maps, tables and graphs. The Comprehensive Plan should integrate all of the City's existing plans. Elements of the Comprehensive Plan will include, but need not be limited to:

- Land Use and Growth Management
- Housing
- Economic Development
- Transportation
- Public Utilities
- Parks and Recreation
- Regional Coordination
- Downtown Redevelopment
- Community Design
- Environmental Resources and Sustainability

TIMELINE FOR RPF PROCESS:

| | |
|-----------------------|--|
| May 22, 2013 | RFP Release |
| June 28, 2013 | Proposals Due |
| June 28-July 19, 2013 | Staff Review Process/Interviews with Consultants |
| August 5, 2013 | Staff Recommendation to City Council |

PROPOSAL SUBMITTAL REQUIREMENTS: Each proposal shall use 8-1/2 x 11" sheets (Foldouts are acceptable for charts, sample plans, etc) and shall include eight (8) copies and one (1) electronic copy.

Proposals should include:

1. Cover Letter:
The letter shall contain the name/address/phone number of the person who will serve as the firm's principal contact with the City and shall identify individuals who will be authorized to make presentations on behalf of the firm.
2. Qualification of Firm:
Provide names, titles and responsibilities of key personnel who will be responsible for the management and completion of this project.
3. Implementation Plan:
Describe the proposed strategy and/or plan for preparation of the Comprehensive Plan.
4. Services:
Describe what the City expected to provide throughout the Comprehensive Planning process. Provide options for the City of North Mankato to reduce the overall budget requirements for the project.
5. Public Participation:
Describe strategy to engage public participation and stakeholders into the planning process.
6. Timeline:
Provide a timeline for the preparation of the Comprehensive Plan.
7. References:
Provide at least five (5) references of projects of similar size and scope.
8. Previous Work: Provide at least three (3) Comprehensive Plans your firm has produced for similar-sized cities.
9. Fee Proposal:
Provide a detailed not-to-exceed cost estimate for all work to be performed.

ISSUES AND CONSIDERATIONS: The Comprehensive Plan project shall be sensitive to the following considerations:

- Schedule: The process shall begin in the fall of 2013, with the submittal of a Draft Plan anticipated by summer of 2014, followed by public hearings and adoptions.
- Public Involvement: The process shall include public participation, consensus building and conflict resolution around key issues. The involvement process will

involve a broad range of stakeholders, citizens, businesses, developers, property owners and others.

- Incorporation of Visuals: The City seeks to produce a Comprehensive Plan that is highly visual, using maps, charts, renderings, photos and other graphic tools to convey information and illustrate plan themes, goals, policies and other plan elements.
- Coordinating Planning Efforts: The Comprehensive Plan shall be coordinated with other planning efforts created for transportation, parks, downtown redevelopment and infrastructure, etc.
- Regional Planning: As the City of North Mankato is part of the Mankato/North Mankato Metropolitan Statistical Area (MSA) and Metropolitan Planning Organization (MPO), the Comprehensive Plan shall acknowledge regional issues and incorporate a regional perspective.

APPLICABLE DOCUMENTS: Prospective respondents shall review and familiarize themselves with the following related documents:

- Envision 2020
- Benson Park Master Plan
- Downtown Planning Study
- Mankato Area Transportation and Planning Study (MATAPS)
- North Mankato Zoning and Subdivision Regulations
- Greater Mankato Transit Redesign Study

STAKEHOLDERS: The Comprehensive Plan will affect a diverse list of government, institutional, private and citizen-based stakeholders. The following list of stakeholders, plus others not listed, may be included in the Comprehensive Planning process:

- City Government Stakeholders: Mayor and City Council, Planning Commission, Port Authority Commission, Administration, Community Development and Public Works.
- Other Governments: Nicollet County Elected Officials, Nicollet County Environmental Services and City of Mankato.
- Agency Stakeholders: Regional Nine Regional Development Commission, BENCO, Xcel, CenterPoint Energy, Charter Communication and HickoryTech.
- Private/Business Stakeholders: Greater Mankato Growth, Business on Belgrade and other businesses.
- Institutional Stakeholders: School Districts and Colleges and Universities.
- Community Stakeholders: Diverse General Citizenry.

While this RFP details the City's expectations for a new Comprehensive Plan, the City is expecting proposers to provide their own ideas and insights. Responses to this RFP shall include innovative ideas for an effective Comprehensive Plan,

including the engagement of the public during and after drafting the new Comprehensive Plan.

PROPOSAL SUBMITTAL:

Proposals are due by June 28, 2013 no later than 5:00 p.m.

This time and date is fixed and extensions will not be granted. All proposals received after the deadline shown above will be rejected.

All proposals shall be signed by a duly authorized representative of the consultant. The name and mailing address of the individual executing the proposal must be provided.

Please provide eight (8) hard copies of the proposal and all attachments. Proposals must be delivered to:

Michael Fischer, City Planner
City of North Mankato
1001 Belgrade Avenue
North Mankato, MN 56003

Subject: Comprehensive Plan RFP

Proposals received at any place other than listed above will not be considered.

In addition to hard copies, please email an electronic copy of the proposal and all attachments in a PDF format to:

Subject: Comprehensive Plan RFP.

The City of North Mankato reserves the right to reject any and all proposals. All costs including travel and expenses incurred in the preparation of this proposal shall be borne by the proposing firm.

Questions regarding Scope of Services:

Michael Fischer, City Planner
City of North Mankato
1001 Belgrade Avenue
North Mankato, MN 56003
507-625-4141
michaelf@northmankato.com

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



| | | |
|-------------------|-------------------------|--------------------------------|
| Agenda Item # 11C | Department: City Admin. | Council Meeting Date: 05/20/13 |
|-------------------|-------------------------|--------------------------------|

TITLE OF ISSUE: Consider approving staff recommendation to move forward with development of Economic Incentive Policies

BACKGROUND AND SUPPLEMENTAL INFORMATION: See attached memorandum.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: See attached memorandum.

For Clerk's Use:

Motion By: _____
 Second By: _____

Vote Record:

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

SUPPORTING DOCUMENTS ATTACHED

| | | | | |
|--------------------------|--------------------------|-----------------------------------|--------------------------|--------------------------|
| Resolution | Ordinance | Contract | Minutes | Map |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Other (specify) | | Memorandum, Policies & Procedures | | |
| _____ | | | | |
| _____ | | | | |
| _____ | | | | |

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

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



MEMORANDUM

Date: May 15, 2013
To: Mayor Dehen & City Council
From: John D. Harrenstein, City Administrator
Re: Consider authorizing staff to update economic development policies and procedures

Background

The City of North Mankato has experienced success with its economic development efforts through several projects that have added tax base and jobs to the community. To continue this success, better communicate available incentives to business, and increase coordination of awarding incentives between the City Council and Port Authority Commission, staff recommends the development of new policies and procedures in addition to updating existing economic policies for the city's and Port Authority's economic development efforts. Attached is a copy of a proposal by Springsted to facilitate the creation of these policies. Staff requests permission to proceed with the process as proposed and representatives from Springsted will be present at the meeting to discuss the project. Total costs for the project are estimated at \$5,500.

Suggested Action

Suggested motion: I recommend the City Council authorize staff to proceed with the process of developing economic development policies and procedures according to the proposed work plan submitted by Springsted Inc.



Springsted Incorporated
380 Jackson Street, Suite 300
Saint Paul, MN 55101-2887

Tel: 651-223-3000
Fax: 651-223-3002
www.springsted.com

CITY OF NORTH MANKATO, MINNESOTA

Economic Development Policies and Procedures

Work Plan

May 2013

Background:

The City of North Mankato and the North Mankato Port Authority wish to create economic development policies and procedures that will enable the City and the Port to respond to economic development opportunities efficiently and in the best interest of the City.

Objectives:

Assist the Port Authority Commission, City Council, City staff and other interested stakeholders to create economic development related policies and the procedures to implement the policies. The drafting of the policies and procedures will incorporate a review of the other economic development policies used by area communities and interviews with selected individuals from those entities. The objective of the review and interviews is to align North Mankato's economic development policies with contemporary practices and clearly articulate incentive policy to interested businesses.

Tasks:

1. Data Gathering. Springsted will research and gather sample policies, procedures and guidelines from neighboring, regional and comparable communities as points of reference and discussion for the City and Port Authority to consider and review.
2. Facilitated Workshop. Through a combination of examples, case studies, questionnaires and facilitated dialogue, Springsted will solicit economic development policy and procedure preferences from City Council Members, Port Authority Commissioners and other interested stakeholders.
3. Economic Development Tool Presentations. Springsted will make a presentation to Port Authority Commissioners, City Council, staff and interested stakeholders regarding the applicability, eligibility, process, advantages and risks associated with the following economic development tools:
 - a. Tax Increment Financing
 - b. Tax Abatement
 - c. Revolving Loan Funds
 - d. Special Service Districts
 - e. Port Authority Levy
 - f. Relocation Assistance
 - g. Conduit Bonds
 - h. Land Acquisition, Sales and Leases
 - i. Sales Tax
 - j. Other
4. Draft Policies and Procedures. Springsted will prepare draft policies and procedures, including scoring/rating guidelines, for review by the City Council based on interviews with City Council members, Port Authority members, city staff, and a review of other policies from surrounding communities.

5. Final Policies and Procedures. Based upon feedback from the Port Authority and City Council, Springsted will prepare final economic development policies and procedures.

Deliverables:

1. Presentations and reference documents, e.g. TIF and Abatement Handbooks, on the above-referenced economic development tools.
2. Draft and final economic development policies and procedures in Microsoft Word format suitable for editing and reproduction. This includes application forms for business incentives.

Compensation:

We propose to complete the work as described in Tasks 1 through 4 for \$5,500, exclusive of any out of pocket expenses such as travel and printing. The City should feel free to add or delete work products with the understanding that these changes will have the effect of increasing or reducing the project's final cost.



MEMORANDUM

Date: May 15, 2013
To: Mayor Dehen & City Council
From: John D. Harrenstein, City Administrator
Re: Consider Resolution approving plans and specifications and authorizing advertisement for bids
– Caswell North Soccer Fields

Background

Earlier this year the City Council approved development of plans and specifications for soccer fields located as Caswell North Park. During deliberations over approving the plans, staff indicated an analysis of sales tax revenues, expenditures, and cash balances would be needed to determine if funding existed for the project. The purpose of this memorandum is to provide the Council with an overview of the plans and specifications and budget impact of moving forward.

Project overview

Total costs for the project are estimated by I & S to be approximately \$500,000 for constructing a parking lot, trails/sidewalks, bleachers, and fencing (see attachments). The total project amount exceeds available cash in the sales tax fund which is around \$340,000.

Moving Forward

The Caswell North Soccer Fields are an example of how community partnerships can be used to move projects forward. As a result, staff is hesitant to cease all action on the project and recommends moving forward on portions of the project with available revenue. Based on budget estimates in the sales tax fund, a total of \$300,000 could be used this year to construct the parking lot and fencing around the soccer fields (see attachments). In 2014, an additional \$100,000 could be used for other portions of the project.

On-going expenditures in the sales tax fund

Moving forward with this project requires an understanding that unless sales tax revenue increases, limited expenditures will be available in the sales tax fund except for existing debt obligations for several years to come. Specifically, budget estimates indicate that between \$140,000 and \$175,000 will be available for one-time discretionary spending between 2014 and 2020. As such, the City Council should be aware that approving this project represents a large commitment of discretionary dollars available in the sales tax fund. Please note revenue estimates are conservative in the out-years and sales tax collections will likely increase over the projected amount.

Suggested Council Action

Suggested motion: I recommend the City Council approve the resolution approving plans and specifications and authorizing advertisement for bids for portions of the Project No. 13-05 Caswell North Soccer Fields, Phase 2.

| ATTACHMENT 1 - SALES TAX FUND(S) | | | | | | | | | | | | | | | |
|----------------------------------|-------|--|-------------|-------------|-------------|----------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| FUND | LINE | REVENUES | 2008 Actual | 2009 ACTUAL | 2010 ACTUAL | 2011 ACTUAL | 2012 Actual | 2013 Budget | 2014 FORECAST | 2015 FORECAST | 2016 FORECAST | 2017 FORECAST | 2018 FORECAST | 2019 FORECAST | 2020 FORECAST |
| 221 | 31510 | LOCAL OPTION SALES TAX | 82,610 | 377,655 | 439,849 | 461,509 | 544,443 | 500,000 | 500,000 | 500,000 | 500,000 | 500,000 | 500,000 | 500,000 | 500,000 |
| | | Sales Tax | 82,610 | 377,655 | 439,849 | 461,509 | 544,443 | 500,000 | 500,000 | 500,000 | 500,000 | 500,000 | 500,000 | 500,000 | 500,000 |
| 221 | 36210 | INTEREST EARNINGS | - | 2,756 | 717 | 1,172 | 689 | 1,200 | | | | | | | |
| 410 | 36210 | INTEREST EARNINGS | - | 665 | | | | | | | | | | | |
| | | Interest | - | 3,421 | 717 | 1,172 | 689 | 1,200 | - | - | - | - | - | - | - |
| 221 | 39310 | GENERAL OBLIGATION BOND PROCEEDS | - | 1,778,000 | 750,000 | - | - | | | | | | | | |
| 311 | 39310 | GENERAL OBLIGATION BOND PROCEEDS | | 32,000 | (0) | | | | | | | | | | |
| 410 | 39310 | GENERAL OBLIGATION BOND PROCEEDS | | 750,000 | | | | - | | | | | | | |
| | | Debt Proceeds | - | 2,560,000 | 750,000 | - | - | - | - | - | - | - | - | - | - |
| 221 | 39330 | Mankato United Soccer Club - Lighting Payment | - | - | | | | 17,918 | 17,918 | 17,918 | 17,918 | 17,918 | 17,918 | 17,918 | |
| | | Brunton Loan | | | | | 150,000 | | | | | | | | |
| | | Natural Pathways | | | | | | 2,219 | 2,219 | 2,219 | 2,219 | 2,219 | 2,219 | 2,219 | 2,219 |
| | | Nakato Bar & Grill | | | | | | 2,219 | 2,219 | 2,219 | 2,219 | 2,219 | 2,219 | 2,219 | 2,219 |
| | | Southern Minnesota Surgical | | | | | | 2,220 | 2,220 | 2,220 | 2,220 | 2,220 | 2,220 | 15,298 | - |
| 221 | 11046 | ACCRUED INTEREST RECEIVABLE | | | | | (80) | | | | | | | | |
| 221 | 36242 | LOAN INTEREST | - | - | - | - | 2,166 | - | | | | | | | |
| | | Loan/Lease Repayment | - | - | - | - | 152,086 | 24,576 | 24,576 | 24,576 | 24,576 | 24,576 | 24,576 | 37,654 | 4,438 |
| 221 | 11151 | ACCOUNTS RECEIVABLE | (82,610) | 6,195 | 76,415 | (0) | - | | | | | | | | |
| 221 | 11321 | DUE FROM OTHER GOVERNMENT | | | (75,430) | (13,442) | (17,446) | | | | | | | | |
| | | Accounts Receivable | (82,610) | 6,195 | 985 | (13,442) | (17,446) | - | - | - | - | - | - | - | - |
| 410 | 34950 | OTHER INCOME | - | 1,125 | - | - | - | - | | | | | | | |
| 410 | 36230 | CONTRIBUTIONS/DONATIONS | - | - | - | - | 150,000 | - | | | | | | | |
| | | Miscellaneous | - | 1,125 | - | - | 150,000 | - | - | - | - | - | - | - | - |
| | | TOTAL REVENUE | - | 2,948,397 | 1,191,550 | 449,239 | 829,772 | 525,776 | 524,576 | 524,576 | 524,576 | 524,576 | 524,576 | 537,654 | 504,438 |
| | | BEGINNING CASH BALANCE | - | 4,400 | 1,242,075 | 1,114,375 | 719,118 | 146,772 | 22,918 | 120,288 | 116,502 | 120,816 | 103,405 | 90,194 | 84,586 |
| | | ON-GOING AVAILABLE CASH | 4,400 | 1,242,075 | 1,114,375 | 719,118 | 146,772 | 22,918 | 120,288 | 116,502 | 120,816 | 103,405 | 90,194 | 84,586 | 107,792 |
| FUND | LINE | Expenditures | 2009 ACTUAL | 2010 ACTUAL | 2011 ACTUAL | 2012 PROJECTED | 2013 PROPOSED | 2014 FORECAST | 2015 FORECAST | 2016 FORECAST | 2017 FORECAST | 2018 FORECAST | 2019 FORECAST | 2020 FORECAST | |
| | | TRUNK HIGHWAY 14/41 INTERCHANGE | | | | | | | | | | | | | |
| | 6720 | OPERATING TRANSFER TO 317 - NOTE PAYABLE TO PORT AUTHORITY FOR INTERCHANGE PROJECT | | | 194 | | - | 24,500 | 225,756 | 223,156 | 225,506 | 222,806 | 225,056 | 183,607 | |
| | | Transfers | - | - | 194 | - | - | 24,500 | 225,756 | 223,156 | 225,506 | 222,806 | 225,056 | 183,607 | |
| | | Sub-Total | - | - | 194 | - | - | 24,500 | 225,756 | 223,156 | 225,506 | 222,806 | 225,056 | 183,607 | |
| | | CASWELL PARK | | | | | | | | | | | | | |
| | 2250 | NON CAPITALIZED EQUIPMENT | | 3,043 | 30,515 | 17,311 | 2,850 | | | | | | | | |
| | | Supplies | - | 3,043 | 30,515 | 17,311 | 2,850 | - | - | - | - | - | - | - | |
| | 3303 | ENGINEERING FEES | | | | 9,947 | 29,958 | | | | | | | | |
| | 3310 | PROFESSIONAL SERVICES | | | | 1,925 | | | | | | | | | |
| | 3437 | MISCELLANEOUS | | 46 | | 6,318 | 3,869 | | | | | | | | |
| | | Services & Charges | - | 46 | - | 18,190 | 33,827 | - | - | - | - | - | - | - | |
| | 5531 | IMPROVEMENT OTHER THAN BUILDING | | 6,274 | 295 | 5,119 | 117,039 | | | | | | | | |
| | | Capital Outlay | - | 6,274 | 295 | 5,119 | 117,039 | - | - | - | - | - | - | - | |
| | | Sub-Total | - | 9,363 | 30,810 | 40,620 | 153,716 | - | - | - | - | - | - | - | |

| ATTACHMENT 1 - SALES TAX FUND(S) | | | | | | | | | | | | | | | |
|----------------------------------|------|---|-------------|-------------|-------------|-------------|-------------|-------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| FUND | LINE | REVENUES | 2008 Actual | 2009 ACTUAL | 2010 ACTUAL | 2011 ACTUAL | 2012 Actual | 2013 Budget | 2014 FORECAST | 2015 FORECAST | 2016 FORECAST | 2017 FORECAST | 2018 FORECAST | 2019 FORECAST | 2020 FORECAST |
| | | CASWELL NORTH SOCCER FIELDS | | | | | | | | | | | | | |
| | 3303 | ENGINEERING FEES | | | | | | 5,000 | | | | | | | |
| | 3310 | PROFESSIONAL SERVICES | | | 950 | 18,658 | | 22,000 | | | | | | | |
| | 3437 | MISCELLANEOUS | | | | 2,196 | 645 | | | | | | | | |
| | | Services & Charges | - | - | 950 | 20,854 | 645 | 27,000 | - | - | - | - | - | - | - |
| | 5531 | IMPROVEMENT OTHER THAN BUILDING | | | | | 551,727 | 300,000 | 100,000 | | | | | | |
| | | Capital Outlay | - | - | - | - | 551,727 | 300,000 | 100,000 | - | - | - | - | - | - |
| | | Musco Lighting Agreement | | | | | | 17,918 | 17,918 | 17,918 | 17,918 | 17,918 | 17,918 | 17,918 | 17,918 |
| | | Debt | - | - | - | - | - | 17,918 | 17,918 | 17,918 | 17,918 | 17,918 | 17,918 | 17,918 | - |
| | | Sub-Total | - | - | 950 | 20,854 | 552,372 | 344,918 | 117,918 | 17,918 | 17,918 | 17,918 | 17,918 | 17,918 | - |
| | | BENSON PARK | | | | | | | | | | | | | |
| | 3303 | ENGINEERING FEES | | 4,109 | | 20,746 | 52,180 | | | | | | | | |
| | 3310 | PROFESSIONAL SERVICES | | 970 | | | | | | | | | | | |
| | 3437 | MISCELLANEOUS | | 5,775 | 71,970 | 5,859 | 1,296 | | | | | | | | |
| | | Services & Charges | - | 10,854 | 71,970 | 26,605 | 53,476 | - | - | - | - | - | - | - | - |
| | 5531 | IMPROVEMENT OTHER THAN BUILDING | | 7,825 | 14,336 | | 31,103 | - | | | | | | | |
| | 5581 | OTHER EQUIPMENT | | 4,840 | | | | | | | | | | | |
| | | Capital Outlay | - | 12,665 | 14,336 | - | 31,103 | - | - | - | - | - | - | - | - |
| | 6601 | BOND PRINCIPAL (TIMM Contract for Deed) | | 640,000 | | 60,000 | 45,000 | | | | | | | | |
| | 6611 | BOND INTEREST (TIMM Contract for Deed) | | 54,250 | | 5,250 | 1,575 | | | | | | | | |
| | | Debt | - | 694,250 | - | 65,250 | 46,575 | - | - | - | - | - | - | - | - |
| | | Sub-Total | - | 717,769 | 86,306 | 91,855 | 131,154 | - | - | - | - | - | - | - | - |
| | | SPRING LAKE PARK | | | | | | | | | | | | | |
| | 2250 | NON CAPITALIZED EQUIPMENT | | 1,971 | | | | | | | | | | | |
| | | Supplies | - | 1,971 | - | - | - | - | - | - | - | - | - | - | - |
| | 3437 | MISCELLANEOUS | | | 650 | 1,800 | 481 | | | | | | | | |
| | | Services & Charges | - | - | 650 | 1,800 | 481 | - | - | - | - | - | - | - | - |
| | 5531 | IMPROVEMENT OTHER THAN BUILDING | | 5,990 | | | 1,206 | - | | | | | | | |
| | 5581 | OTHER EQUIPMENT | | 4,840 | | | | | | | | | | | |
| | | Capital Outlay | - | 10,830 | - | - | 1,206 | - | - | - | - | - | - | - | - |
| | | Sub-Total | - | 12,801 | 650 | 1,800 | 1,687 | - | - | - | - | - | - | - | - |
| | | NORTH MANKATO TAYLOR LIBRARY | | | | | | | | | | | | | |
| | 2250 | NON CAPITALIZED EQUIPMENT | 10,600 | 3,902 | 12,444 | | | | | | | | | | |
| | | Supplies | 10,600 | 3,902 | 12,444 | - | - | - | - | - | - | - | - | - | - |
| | 3303 | ENGINEERING FEES | | 7,936 | | | | | | | | | | | |
| | 3310 | PROFESSIONAL SERVICES | | 89,507 | 12,570 | | | | | | | | | | |
| | 3351 | LEGAL NOTICES PUBLISHING | | 1,126 | | | | | | | | | | | |
| | 3437 | MISCELLANEOUS | | 78,176 | 2,879 | 1,850 | | | | | | | | | |
| | | Services & Charges | - | 176,744 | 15,449 | 1,850 | - | - | - | - | - | - | - | - | - |
| | 5520 | BUILDING & STRUCTURES | | 699,915 | 6,388 | | | | | | | | | | |
| | 5531 | IMPROVEMENT OTHER THAN BUILDING | | | | | 2,269 | | | | | | | | |
| | 5561 | FURNITURE AND FIXTURES | | | | | 2,959 | | | | | | | | |
| | 5571 | OFFICE EQUIPMENT - FURNISHINGS | | 34,905 | 2,115 | | | | | | | | | | |
| | | Capital Outlay | - | 734,820 | 8,503 | - | 5,229 | - | - | - | - | - | - | - | - |
| | | Sub-Total | 10,600 | 915,465 | 36,395 | 1,850 | 5,229 | - | - | - | - | - | - | - | - |

| ATTACHMENT 1 - SALES TAX FUND(S) | | | | | | | | | | | | | | | |
|----------------------------------|------|--|-------------|-------------|-------------|-------------|-------------|-------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| FUND | LINE | REVENUES | 2008 Actual | 2009 ACTUAL | 2010 ACTUAL | 2011 ACTUAL | 2012 Actual | 2013 Budget | 2014 FORECAST | 2015 FORECAST | 2016 FORECAST | 2017 FORECAST | 2018 FORECAST | 2019 FORECAST | 2020 FORECAST |
| | | RIVERFRONT REDEVELOPMENT | | | | | | | | | | | | | |
| | 1101 | FULL-TIME EMPLOYEES - REGULAR | | | 14,259 | | | | | | | | | | |
| | | Personnel Services | - | - | 14,259 | - | - | - | - | - | - | - | - | - | - |
| | 2250 | NON CAPITALIZED EQUIPMENT | | | | | | 10,000 | | | | | | | |
| | | Supplies | - | - | - | - | - | 10,000 | - | - | - | - | - | - | - |
| | 3303 | ENGINEERING FEES | | | | | 15,632 | | | | | | | | |
| | 3310 | PROFESSIONAL SERVICES | | 32,977 | 137,969 | 135,085 | 158,795 | - | | | | | | | |
| | 3437 | MISCELLANEOUS | | | 376,887 | 103,088 | 21,570 | 10,000 | | | | | | | |
| | | Services & Charges | - | 32,977 | 514,856 | 238,173 | 195,996 | 10,000 | - | - | - | - | - | - | - |
| | 5531 | IMPROVEMENT OTHER THAN BUILDING | | 600 | 13,519 | 23,765 | 6,339 | | | | | | | | |
| | | Capital Outlay | - | 600 | 13,519 | 23,765 | 6,339 | - | - | - | - | - | - | - | - |
| | | Loan - Brunton Architecture | | | 150,000 | | | | | | | | | | |
| | | Loan - Natural Pathways | | | | | 23,953 | | | | | | | | |
| | | Loan - Nakato Bar & Grill | | | | | 24,445 | | | | | | | | |
| | | Loan - Southern Minnesota Surgical | | | | | 23,968 | | | | | | | | |
| | 6720 | OPERATING TRANSFERS TO 228 | | - | - | 200,000 | | | | | | | | | |
| | | Transfers | - | - | 150,000 | 200,000 | 72,366 | - | - | - | - | - | - | - | - |
| | | Sub-Total | - | 33,577 | 692,634 | 461,937 | 274,701 | 20,000 | - | - | - | - | - | - | - |
| | | SPRING LAKE - LAKE IMPROVEMENTS | | | | | | | | | | | | | |
| | 1101 | FULL-TIME EMPLOYEES - REGULAR | | | 31,027 | | | | | | | | | | |
| | | Personnel Services | - | - | 31,027 | - | - | - | - | - | - | - | - | - | - |
| | 3310 | PROFESSIONAL SERVICES | | 13,269 | | | | | | | | | | | |
| | 3351 | LEGAL NOTICES PUBLISHING | | 53 | | | | | | | | | | | |
| | 3437 | MISCELLANEOUS | | 3,556 | 21,996 | 777 | | | | | | | | | |
| | | Services & Charges | - | 16,877 | 21,996 | 777 | - | - | - | - | - | - | - | - | - |
| | 5531 | IMPROVEMENT OTHER THAN BUILDING | | 66,838 | 123,778 | | | | | | | | | | |
| | | Capital Outlay | - | 66,838 | 123,778 | - | - | - | - | - | - | - | - | - | - |
| | | Sub-Total | - | 83,715 | 176,802 | 777 | - | - | - | - | - | - | - | - | - |
| | | BENSON LAKE - LAKE IMPROVEMENTS | | | | | | | | | | | | | |
| | | Sub-Total | - | - | - | - | - | - | - | - | - | - | - | - | - |
| | | DEBT SERVICE | | | | | | | | | | | | | |
| | 3310 | PROFESSIONAL SERVICES | | 24,347 | 7,332 | | | | | | | | | | |
| | 3437 | MISCELLANEOUS | | (5,755) | 10 | | | | | | | | | | |
| | | Services & Charges | - | 18,592 | 7,342 | - | - | - | - | - | - | - | - | - | - |
| | 6601 | BOND PRINCIPAL (2009C) | | - | 130,000 | 135,000 | 135,000 | 140,000 | 145,000 | 150,000 | 150,000 | 175,000 | 180,000 | 185,000 | 190,000 |
| | 6611 | BOND INTEREST (2009C) | | 45,031 | 81,463 | 78,863 | 76,163 | 73,462 | 69,963 | 65,613 | 61,113 | 56,613 | 51,363 | 45,963 | 39,950 |
| | 6621 | FISCAL AGENTS' FEE (2009C) | | 400 | 400 | 400 | 400 | 400 | | | | | | | |
| | 6630 | DISCOUNT ON BONDS ISSUED (2009C) | | (61,261) | | | | | | | | | | | |
| | 6601 | BOND PRINCIPAL (2010B) | | | | | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 55,000 | 55,000 |
| | 6611 | BOND INTEREST (2010B) | | | | 19,262 | 20,950 | 20,450 | 19,825 | 19,075 | 18,075 | 16,950 | 15,700 | 14,325 | 12,675 |
| | 6621 | FISCAL AGENTS' FEE (2010B) | | | | 400 | 400 | 400 | | | | | | | |
| | 6630 | DISCOUNT ON BONDS ISSUED (2010B) | | | 3,517 | | | | | | | | | | |
| | | Debt | - | (15,830) | 215,380 | 233,925 | 282,913 | 284,712 | 284,788 | 284,688 | 279,188 | 298,563 | 297,063 | 300,288 | 297,625 |
| | | Sub-Total | - | 2,762 | 222,722 | 233,925 | 282,913 | 284,712 | 284,788 | 284,688 | 279,188 | 298,563 | 297,063 | 300,288 | 297,625 |
| | | RECONCILING ITEMS | | | | | | | | | | | | | |
| | | Sub-Total | (15,000) | (64,730) | 71,983 | (9,318) | 348 | - | - | - | - | - | - | - | - |
| | | Total Expenditures | (4,400) | 1,710,722 | 1,319,250 | 844,495 | 1,402,118 | 649,630 | 427,206 | 528,362 | 520,262 | 541,987 | 537,787 | 543,262 | 481,232 |
| | | Revenue - Expenditures | 4,400 | 1,237,675 | (127,700) | (395,256) | (572,346) | (123,854) | 97,370 | (3,786) | 4,314 | (17,411) | (13,211) | (5,608) | 23,206 |



ARCHITECTS • ENGINEERS • PLANNERS • LAND SURVEYORS • SCIENTISTS

Caswell Park North Soccer Complex
 North Mankato, Minnesota
 Preliminary Cost Estimate

May 14, 2013

| PHASE 2 FUTURE DRIVEWAY & PARKING LOT, AND FENCING | | | | | |
|--|---|----------|----------|-------------|----------------------|
| Item No. | Construction Item | Unit | Quantity | Unit Price | Amount |
| Parking Lot | | | | | |
| 2021.501 | MOBILIZATION | LUMP SUM | 1 | \$ 8,000.00 | \$ 8,000.00 |
| 2104.501 | REMOVE CONCRETE CURB & GUTTER | LIN FT | 72 | \$ 5.00 | \$ 360.00 |
| 2104.503 | REMOVE CONCRETE SIDEWALK | SQ YD | 73 | \$ 5.00 | \$ 365.00 |
| 2104.513 | SAWING BITUMINOUS PAVEMENT (FULL DEPTH) | LIN FT | 72 | \$ 3.50 | \$ 252.00 |
| 2104.603 | SAWING CONCRETE WALK | LIN FT | 32 | \$ 4.00 | \$ 128.00 |
| 2105.501 | COMMON EXCAVATION (EV) | CU YD | 750 | \$ 6.00 | \$ 4,500.00 |
| 2360.501 | 1.5" BITUMINOUS WEAR COURSE | SQ YD | 7,455 | \$ 9.50 | \$ 70,823.00 |
| 2360.501 | 2.5" BITUMINOUS NON-WEAR COURSE | SQ YD | 7,455 | \$ 9.00 | \$ 67,095.00 |
| 2360.501 | CLASS 5 BASE PREPARATION | CY | 350 | \$ 25.00 | \$ 8,750.00 |
| 2506.516 | NEENAH R-3246 CASTING ASSEMBLY | EACH | 7 | \$ 300.00 | \$ 2,100.00 |
| 2521.501 | 8" CONCRETE APRON ON 8" CLASS 5 BASE | SQ FT | 243 | \$ 10.00 | \$ 2,430.00 |
| 2531.501 | CONCRETE CURB & GUTTER DESIGN B618 | LIN FT | 1,371 | \$ 15.50 | \$ 21,251.00 |
| 2531.501 | MODIFIED CONCRETE CURB & GUTTER DESIGN B618 | LIN FT | 910 | \$ 17.50 | \$ 15,925.00 |
| 2573.502 | WOODMULCH BERM | LIN FT | 146 | \$ 1.50 | \$ 219.00 |
| 2573.530 | STORM DRAIN INLET PROTECTION | EACH | 12 | \$ 250.00 | \$ 3,000.00 |
| 2573.602 | TEMPORARY ROCK CONSTRUCTION ENTRANCE | EACH | 1 | \$ 1,000.00 | \$ 1,000.00 |
| 101 | STRIPING | LS | 1 | \$ 3,000.00 | \$ 3,000.00 |
| 102 | H.C. PARKING SIGN | EACH | 6 | \$ 250.00 | \$ 1,500.00 |
| 103 | NEENAH R-1733 CLEANOUT HOUSING | EACH | 2 | \$ 300.00 | \$ 600.00 |
| 104 | SEEDING | AC | 0.76 | \$ 1,500.00 | \$ 1,140.00 |
| Subtotal | | | | | \$ 212,500.00 |
| 10% Contingency | | | | | \$ 21,250.00 |
| Parking Lot Total | | | | | \$ 233,750.00 |
| Trails and Sidewalk | | | | | |
| 2521.501 | 6" CONCRETE WALK W/ 6" AGGREGATE BASE | SQ FT | 20,938 | \$ 6.00 | \$ 125,628.00 |
| 105 | TRUNCATED DOMES | SQ FT | 48 | \$ 15.00 | \$ 720.00 |
| Subtotal | | | | | \$ 126,400.00 |
| 10% Contingency | | | | | \$ 12,640.00 |
| Trails and Sidewalk Total | | | | | \$ 139,040.00 |
| Bleachers | | | | | |
| 106 | BLEACHERS | EACH | 4 | \$ 3,100.00 | \$ 12,400.00 |
| 107 | CONCRETE PAD FOR BLEACHERS | SQ FT | 1080 | \$ 5.00 | \$ 5,400.00 |
| Subtotal | | | | | \$ 17,800.00 |
| 10% Contingency | | | | | \$ 1,780.00 |
| Bleachers Total | | | | | \$ 19,580.00 |
| Fencing | | | | | |
| 108 | 6' FENCING | LIN FT | 3776 | \$ 15.00 | \$ 56,640.00 |
| 109 | 6' X 4' SWING GATE | EACH | 6 | \$ 500.00 | \$ 3,000.00 |
| 110 | 6' X 8' SWING GATE | EACH | 1 | \$ 1,000.00 | \$ 1,000.00 |
| 111 | 6' X 12' SLIDE GATE | EACH | 3 | \$ 1,500.00 | \$ 4,500.00 |
| Subtotal | | | | | \$ 65,200.00 |
| 10% Contingency | | | | | \$ 6,520.00 |
| Fencing Total | | | | | \$ 71,720.00 |
| SUBTOTAL OF CONSTRUCTION | | | | | \$ 464,090.00 |
| STAKING, ENGINEERING, CONSTRUCTION ADMINISTRATION | | | | | \$ 22,000.00 |
| CITY BONDING AND ADMINISTRATION (2%) | | | | | \$ 9,300.00 |
| TOTAL PHASE 2 CONSTRUCTION COSTS | | | | | \$ 495,400.00 |



Project Schedule for Caswell North Soccer Fields Phase 2 – City of North Mankato
Date: 5-14-13

PROJECTED SCHEDULE FOR PHASE 2(2013)**

| | |
|-------------------------------|---|
| March 2013 | Preliminary Engineering Report for Phase 2 submitted and City Council approves project to move forward for bidding. |
| April-May 2013 | Complete Final Plans and Specifications for bidding. |
| May 20, 2013 | City Approves Plans and Specifications and Orders bids |
| May 31, June 7, June 14, 2013 | Project is Advertised |
| June 21, 2013 | Open Bids |
| July 1, 2013 | Phase 2 Project Awarded by City Council |
| July to September 2013 | Phase 2 Construction by Contractor |
| Fall 2013 | City Crews Construct Concessions Building |
| Spring 2014 | Soccer Fields Open for Use |

****Assumes approvals from City Council at each meeting****

CASWELL PARK NORTH SOCCER COMPLEX

NORTH MANKATO, MINNESOTA



DATE: 05-14-13 LIC. NO. 43959
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 CHARLES J. BRANDELL

PROJECT: CASWELL PARK NORTH SOCCER COMPLEX
 2013 IMPROVEMENTS
 NORTH MANKATO, MINNESOTA

| MARK | DATE | DESCRIPTION |
|------|------|-------------|
| 1 | | |
| 2 | | |
| 3 | | |
| 4 | | |
| 5 | | |

| | |
|--------------------|----------|
| PROJECT NO. | 05-11741 |
| DATE OF SITE VISIT | 04/17/13 |
| DESIGNED BY | CJR |
| DRAWN BY | BD |
| REVIEWED BY | CJR |
| ISSUE DATE | 05-14-13 |
| CLIENT PROJECT NO. | |

TITLE SHEET
T1.11

INDEX OF SHEETS

- T1.11 TITLE SHEET
- C2.11 OVERALL SITE PLAN
- C2.12 SITE PAVING PLAN
- C3.11 OVERALL GRADING PLAN
- C3.12 DETAILED GRADING PLAN
- C3.13 DETAILED GRADING PLAN
- C4.11 STORM WATER POLLUTION PREVENTION PLAN (SWPPP)
- C4.12 STORM WATER POLLUTION PREVENTION PLAN (SWPPP)
- C5.11 SITE DETAILS

GENERAL SITE NOTES:

- 1) ALL CONSTRUCTION SHALL COMPLY WITH THE CITY OF NORTH MANKATO REQUIREMENTS AND MAINT STANDARD SPECIFICATIONS FOR CONSTRUCTION, 2009 EDITION, UNLESS DIRECTED OTHERWISE.
- 2) THE LOCATION AND TYPE OF ALL INPLACE UTILITIES SHOWN ON THE PLANS ARE FOR GENERAL INFORMATION ONLY AND ARE ACCURATE AND COMPLETE TO THE BEST OF THE KNOWLEDGE OF ITS GROUP, INC. NO WARRANTY OR GUARANTEE IS IMPLIED. THE CONTRACTOR SHALL VERIFY THE SIZES, LOCATIONS AND DEPTHS OF ALL UTILITIES PRIOR TO CONSTRUCTION. CONTRACTOR SHALL IMMEDIATELY NOTIFY ENGINEERS OF ANY DISCREPANCIES OR VARIATIONS FROM PLAN.
- 3) THE CONTRACTOR IS TO CONTACT "DODGER STATE ONE CALL" FOR UTILITY LOCATIONS, 48 HOURS PRIOR TO EXCAVATION/CONSTRUCTION. (1-800-255-1189) A "DODGER STATE ONE CALL" WAS PERFORMED AT THE TIME OF THE TOPOGRAPHIC SURVEY.
- 4) COORDINATE ALL PRIVATE UTILITY RELOCATIONS AND REMOVALS WITH RESPECTIVE UTILITY COMPANIES.
- 5) TOPOGRAPHIC SURVEY WAS COMPLETED BY SURVEY SERVICES, INC. AND SUPPLEMENTED BY ITS GROUP, INC.



| Item No. | ESTIMATED QUANTITIES | Unit | Quantity |
|----------|----------------------|------|----------|
| 2002101 | REINFORCING | LB | 1 |
| 2002102 | REINFORCING | LB | 1 |
| 2002103 | REINFORCING | LB | 1 |
| 2002104 | REINFORCING | LB | 1 |
| 2002105 | REINFORCING | LB | 1 |
| 2002106 | REINFORCING | LB | 1 |
| 2002107 | REINFORCING | LB | 1 |
| 2002108 | REINFORCING | LB | 1 |
| 2002109 | REINFORCING | LB | 1 |
| 2002110 | REINFORCING | LB | 1 |
| 2002111 | REINFORCING | LB | 1 |
| 2002112 | REINFORCING | LB | 1 |
| 2002113 | REINFORCING | LB | 1 |
| 2002114 | REINFORCING | LB | 1 |
| 2002115 | REINFORCING | LB | 1 |
| 2002116 | REINFORCING | LB | 1 |
| 2002117 | REINFORCING | LB | 1 |
| 2002118 | REINFORCING | LB | 1 |
| 2002119 | REINFORCING | LB | 1 |
| 2002120 | REINFORCING | LB | 1 |
| 2002121 | REINFORCING | LB | 1 |
| 2002122 | REINFORCING | LB | 1 |
| 2002123 | REINFORCING | LB | 1 |
| 2002124 | REINFORCING | LB | 1 |
| 2002125 | REINFORCING | LB | 1 |
| 2002126 | REINFORCING | LB | 1 |
| 2002127 | REINFORCING | LB | 1 |
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| 2002197 | REINFORCING | LB | 1 |
| 2002198 | REINFORCING | LB | 1 |
| 2002199 | REINFORCING | LB | 1 |
| 2002200 | REINFORCING | LB | 1 |

LEGEND

- EXISTING**
- SECTION LINE
 - QUARTER SECTION LINE
 - RIGHT OF WAY LINE
 - PROPERTY / LOTLINE
 - EASEMENT LINE
 - FENCE LINE
 - STORM SEWER
 - SANITARY SEWER
 - SANITARY SEWER FORCEMAIN
 - WATER
 - UNDERGROUND TELEPHONE
 - OVERHEAD ELECTRIC
 - UNDERGROUND ELECTRIC
 - UNDERGROUND TV
 - GAS
 - UNDERGROUND FIBER OPTIC
 - CONTOUR (MAJOR)
 - CONTOUR (MINOR)
 - DECIDUOUS TREE
 - CONIFEROUS TREE
 - TREE LINE
 - MANHOLE
 - CATCH BASIN
 - HYDRANT
 - VALVE
 - CURB STOP
 - POWER POLE
 - UTILITY PEDESTAL / CABINET
- PROPOSED**
- RIGHT OF WAY
 - EASEMENT
 - PROPERTY
 - COLLECT
 - STORM SEWER
 - SANITARY SEWER
 - SANITARY SEWER FORCEMAIN
 - WATER
 - OVERHEAD ELECTRIC
 - UNDERGROUND ELECTRIC
 - UNDERGROUND TV
 - GAS
 - CONTOUR (MINOR)
 - CONTOUR (MAJOR)
 - PERMETER CONTROL
 - MANHOLE
 - CATCH BASIN
 - HYDRANT
 - VALVE
 - POWER POLE



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CHARLES J. BRANDELL

DATE: 05-14-13 LIC. NO.: 43389
 PROJECT NO.: 05-11741
 SHEET NO.: 02 OF 02

DATE: LIC. NO.:
 DATE: LIC. NO.:

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PROJECT: CASWELL PARK NORTH SOCCER COMPLEX

2013 IMPROVEMENTS

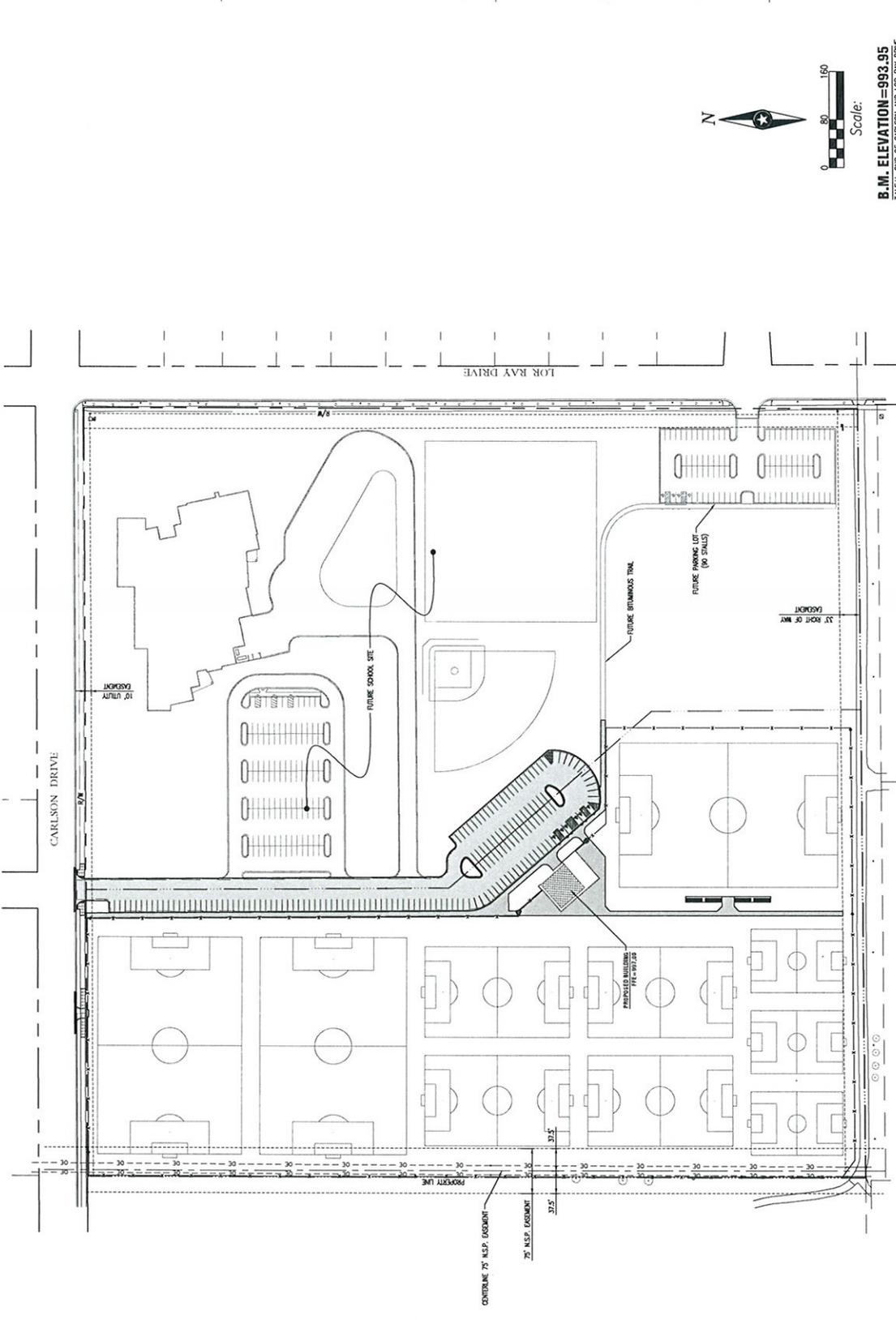
NORTH MANKATO, MINNESOTA

| MARK | DATE | DESCRIPTION |
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PROJECT NO.: 05-11741
 SHEET NO.: 02 OF 02
 DATE: 05-14-13
 CLIENT PROJECT NO.:

TITLE: OVERALL SITE PLAN

SHEET: C2.11



B.M. ELEVATION=993.95
 TANGI, ONE OF CARLSON AND LOR RAY DRIVE



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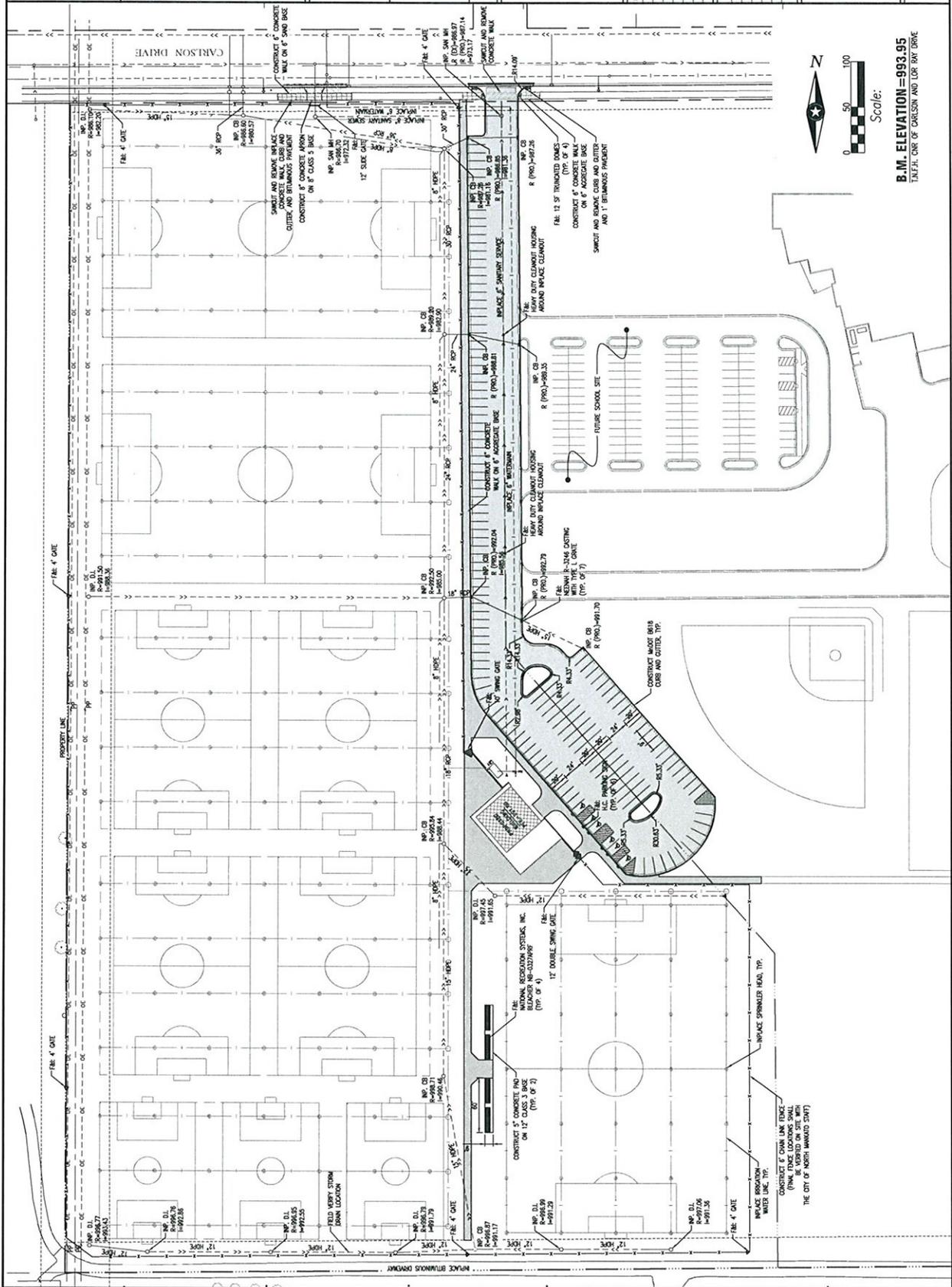
DATE: 05-14-13 U.C. NO.: 43329
 PROJECT NO.: 05-11741
 CLIENT: CITY OF NORTH MANKATO
 PROJECT: CASWELL PARK NORTH SOCCER COMPLEX
 SHEET: C2.12

PROJECT: CASWELL PARK NORTH SOCCER COMPLEX
 2013 IMPROVEMENTS
 NORTH MANVARD, MINNESOTA

| MARK | DATE | DESCRIPTION |
|------|------|-------------|
| 1 | | |
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PROJECT NO: 05-11741
 CLIENT: CITY OF NORTH MANKATO
 PROJECT: CASWELL PARK NORTH SOCCER COMPLEX
 SHEET: C2.12

TITLE: SITE PAVING PLAN
 SHEET: C2.12



B.M. ELEVATION = 993.95
 TAKE OFF ONE OF CARLSON AND LOR RAY DRIVE



DATE: 05-14-13 UC NO: 40368
 PROJECT: CASWELL PARK NORTH SOCCER COMPLEX 2013 IMPROVEMENTS
 NORTH MANATO MINNESOTA

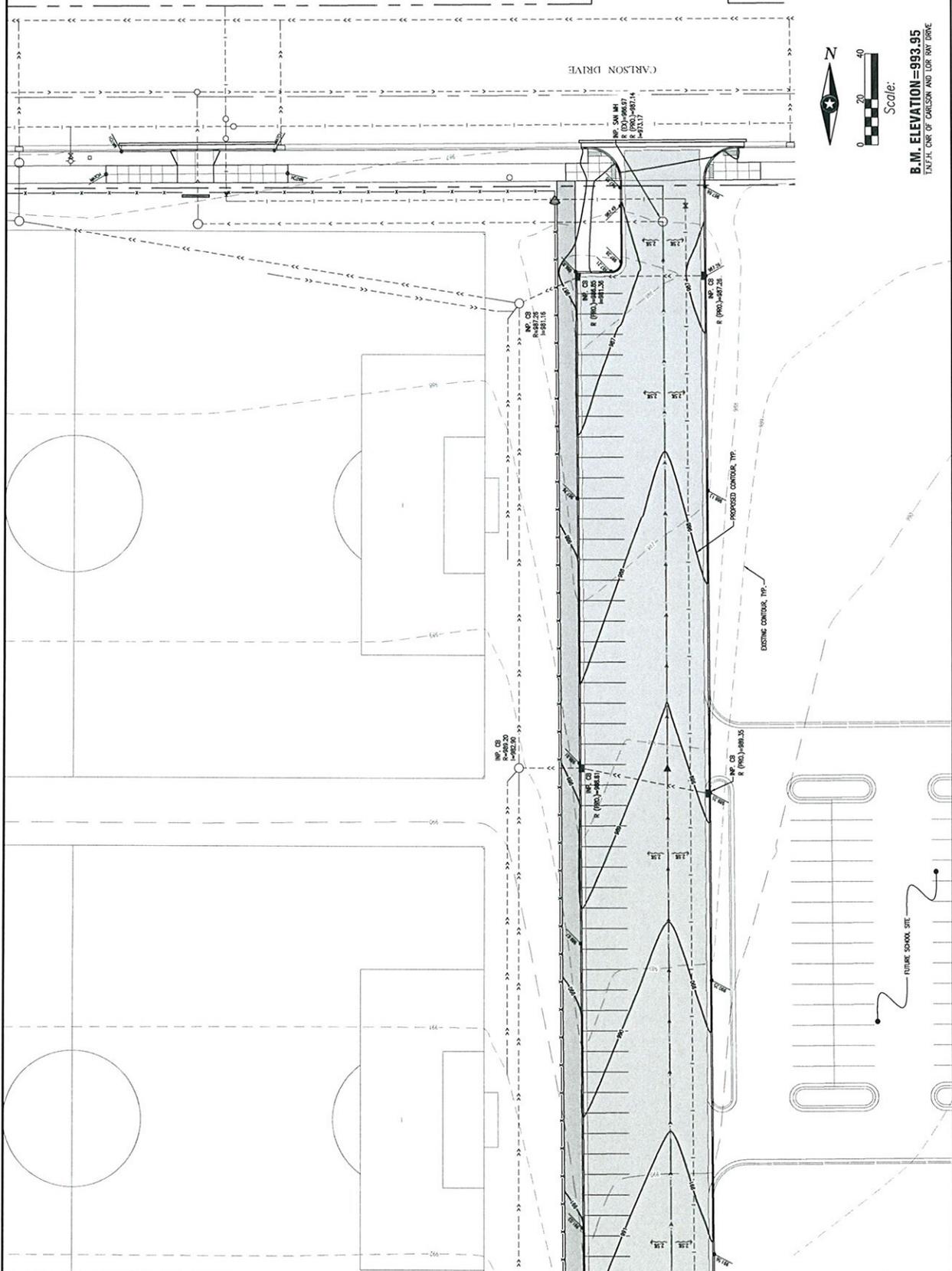
THIS DOCUMENT IS THE PROPERTY OF IAS GROUP, INC. THE DOCUMENT MAY NOT BE LOANED, COPIED OR REPRODUCED WITHOUT WRITTEN CONSENT.
 PREPARED BY MICHAEL ANDERSON DIRECT SUPERVISOR
 CHECKED BY CHARLES J. BRANDEL PROJECT ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

PROJECT: CASWELL PARK NORTH SOCCER COMPLEX 2013 IMPROVEMENTS
 NORTH MANATO MINNESOTA

| MARK | DATE | DESCRIPTION |
|------|------|-------------|
| ▲ | | |
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PROJECT NO: 06-1741
 DATE: 05-14-13
 DRAWN BY: BOB
 CHECKED BY: CJB
 ISSUE DATE: 05-14-13
 CLIENT PROJECT NO:

TITLE: DETAILED GRADING PLAN
 SHEET: C3.12



B.M. ELEVATION = 993.95
 CORNER OF CARLSON AND LOR BAY DRIVE

DATE: 05-14-13 UC NO: 43329
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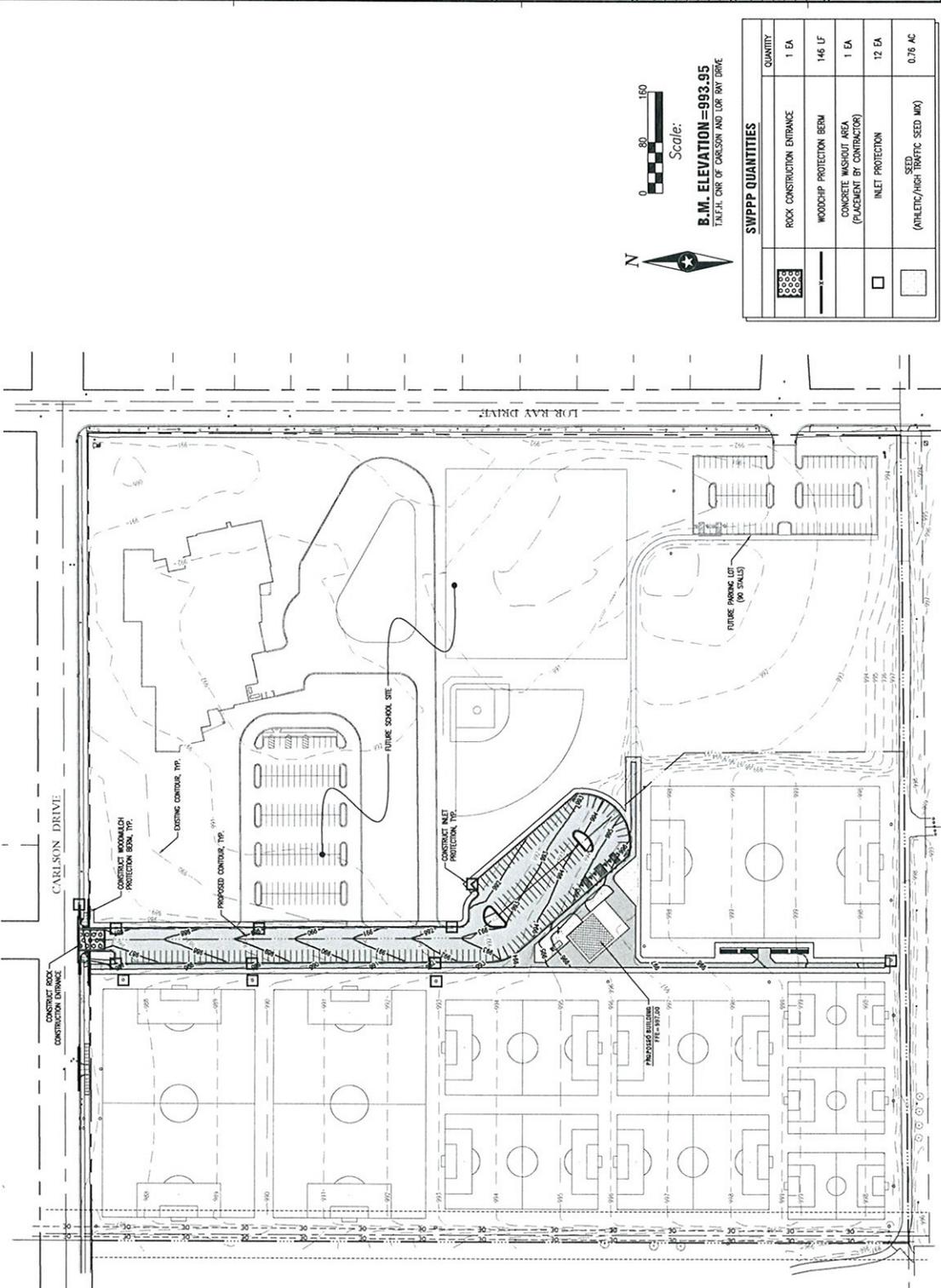
PROJECT: CASWELL PARK NORTH SOCCER COMPLEX 2013 IMPROVEMENTS
 NORTH MANKATO, MINNESOTA
 ARCHITECT: CHARLES J. BRANDEL

PROJECT NO: 05-11741
 LOCATION: 741 SITE 2013
 DRAWN BY: CJB
 CHECKED BY: CJB
 ISSUE DATE: 05-14-13
 CLIENT PROJECT NO:

| TITLE | STORM WATER POLLUTION PREVENTION PLAN (SWPPP) |
|---|---|
| QUANTITY | 1 EA |
| ROCK CONSTRUCTION ENTRANCE | 146 LF |
| WOODCHIP PROTECTION BERM | 1 EA |
| CONCRETE WASHOUT AREA (PLACEMENT BY CONTRACTOR) | 12 EA |
| INLET PROTECTION | 0.76 AC |
| SEEDS (ATHLETIC/HIGH TRAFFIC SEED MIX) | |

WOODCHIPS WILL BE PROVIDED BY THE CITY OF NORTH MANKATO. CONTRACTOR TO ORDER TO SPEC.

C4.11



| SWPPP QUANTITIES | |
|---|---------|
| ROCK CONSTRUCTION ENTRANCE | 1 EA |
| WOODCHIP PROTECTION BERM | 146 LF |
| CONCRETE WASHOUT AREA (PLACEMENT BY CONTRACTOR) | 1 EA |
| INLET PROTECTION | 12 EA |
| SEEDS (ATHLETIC/HIGH TRAFFIC SEED MIX) | 0.76 AC |

WOODCHIPS WILL BE PROVIDED BY THE CITY OF NORTH MANKATO. CONTRACTOR TO ORDER TO SPEC.

RESOLUTION NO.

RESOLUTION APPROVING PLANS AND SPECIFICATIONS
AND AUTHORIZING ADVERTISEMENT FOR BIDS
FOR PORTIONS OF PROJECT NO. 13-05
CASWELL NORTH SOCCER FIELDS, PHASE 2

WHEREAS, pursuant to resolution of the Council, the I & S Group has prepared plans and specifications concerning Project No. 13-05, Caswell North Soccer Fields; and

WHEREAS, the said plans and specifications have been submitted to the Council for approval;

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

- 1) Said plans and specifications are hereby approved.
- 2) Portions of the project to include the parking lot and fencing will be considered for construction in 2013.
- 4) The City Clerk shall prepare and cause to be inserted in the official paper an advertisement for bids for portions of the improvement under such approved plans and specifications. The advertisement shall be published for 3 weeks, shall specify the work to be done, shall state that bids will be opened at 11:00 a.m. on June 21, 2013, in the Council Chambers of the Municipal Building, and that no bids will be considered unless sealed and filed with the Clerk and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the Clerk. The City Council will consider award of the bid at their Council meeting on Monday, July 1, 2013.

Adopted by the City Council this 20th day of May 2013.

Mayor

ATTEST:

City Clerk

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



| | | |
|-------------------|-------------------------|--------------------------------|
| Agenda Item # 11E | Department: City Admin. | Council Meeting Date: 05/20/13 |
|-------------------|-------------------------|--------------------------------|

TITLE OF ISSUE: Consider Res. Awarding Bid for Project No. 07-02B, Water Tower No. 2 Interior Recoating

BACKGROUND AND SUPPLEMENTAL INFORMATION: Staff received bids for the interior recoating of Water Tower No. 2 on Wednesday, May 15th. Maguire Iron, Inc was the low bid with a spring 2014 service date of \$149,840. This amount is significantly below engineer's estimate and also less than if the work was being performed this fall. Staff recommends awarding the bid and funds for the project will be budgeted for in the 2014 budget.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION:

For Clerk's Use:

Motion By: _____
 Second By: _____

Vote Record:

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

SUPPORTING DOCUMENTS ATTACHED

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

Other (specify) Bid Tabulation

Workshop

Regular Meeting

Special Meeting

Refer to: _____

Table until: _____

Other: _____

RESOLUTION NO.

RESOLUTION AWARDDING BID FOR
PROJECT NO. 07-02B, WATER TOWER NO. 2
INTERIOR RECOATING

WHEREAS, pursuant to an advertisement for bids concerning Project No. 07-02 for the interior recoating of Water Tower No. 2, six (6) bids were received, opened, and tabulated according to law. The bids which were received and which complied with the advertisement are attached hereto as Exhibit A and are incorporated herein by reference; and

WHEREAS, bids were taken for both a fall 2013 completion date and a spring 2014 completion date of the project; and

WHEREAS, it appears that Maguire Iron, Inc. is the lowest responsible bidder for both the fall and spring completion dates of the project; and

WHEREAS, it appears completing the project in the spring of 2014 would result in a savings of \$20,000 over a fall completion of the project;

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

1. The Mayor and City Clerk are hereby authorized and directed to enter into a contract with such lowest responsible bidder in the name of the City of North Mankato, for such improvement according to the plans and specifications approved by the City Council and on file in the office of the City Clerk.
2. The City Clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed. Once the contract has been signed by the successful bidder, then the deposit of the next lowest bidder shall be returned.

Adopted by the City Council this 20th day of May 2013.

Mayor

Attest:

City Clerk

BID TABULATION

Tower No. 2 Recoating
City of North Mankato
 BMI Project No. M19.106143
 QuestCDN Project No. 2629210

Engineer's Estimate: \$275,000

Bids Taken: Wednesday, May 15, 2013
 Time: 11:00 a.m.

Addendum(s): #1-5/10/2013

| BIDDERS | | AMOUNT BID | BID BOND | ADDEND.(S) |
|---------|--|--|----------|------------|
| | | A - 10/13/13 Completion B - 05/30/14 Completion | X | X |
| 1 | Central Tank Coatings, Inc. Elgin, IA | - | - | - |
| 2 | Champion Coatings Savage, MN | A - \$194,000.00 B - \$198,000.00 | X | X |
| 3 | Classic Protective Coatings, Inc. Menomonie, WI | A - \$374,480.00 B - \$384,480.00 | X | X |
| 4 | M.K. Painting, Inc. Wyandotte, MI | A - \$198,000.00 B - \$205,000.00 | X | X |
| 5 | Maguire Iron, Inc. Sioux Falls, SD | A - \$169,840.00 B - \$149,840.00 | X | X |
| 6 | Odland Protective Coatings, Inc. Rockford, MN | - | - | - |
| 7 | TMI Coatings, Inc. St. Paul, MN | A - \$272,600.00 B - \$292,600.00 | X | X |
| 8 | Tri-State Coatings Wadena, MN | A - \$190,000.00 B - No Bid | X | X |
| 9 | | | | |
| 10 | | | | |
| 11 | | | | |
| 12 | | | | |
| 13 | | | | |
| 14 | | | | |
| 15 | | | | |
| 16 | | | | |

Bolton & Menk, Inc.

CONSULTING ENGINEERS & SURVEYORS

Mankato - Fairmont - Sleepy Eye - Burnsville - Willmar - Chaska - Ramsey - Maplewood - Baxter - Rochester, MN
Ames - Spencer, IA