

Pursuant to due call and notice thereof, a Council Workshop of the North Mankato City Council was held in the Municipal Building Council Chambers on November 17, 2014. Mayor Dehen called the meeting to order at 6 p.m. The following were present for the meeting: Mayor Dehen, Council Members Norland, Freyberg, Spears and Steiner, Administrator Harrenstein, Finance Director Thorne, City Clerk Van Genderen, Planner Fischer and Public Works Director Swanson.

Comprehensive Plan: Chapter 6: Transportation

City Planner Fischer reported this Chapter of the Comprehensive Plan was prepared by Bolton and Menk. Administrator Harrenstein stated the most important statement in Chapter 6 is that "the City will only support options for improvement within this corridor that do not restrict access at the TH 169/Webster Avenue intersection from that which presently exist." The Mayor stated that some discussion has occurred concerning making 169 stop free, but no firm plans have been presented.

Comprehensive Plan: Chapter 7: Public Utility

This portion of the Comprehensive Plan was prepared by Bolton and Menk. Mayor Dehen stated Well No. 9 would use the Mount Simon aquifer. Administrator Harrenstein reported the plans were approved by the State.

Comprehensive Plan: Chapter 10: Downtown Redevelopment

WSB and Associates prepared the Downtown Redevelopment Chapter of the Comprehensive Plan. Council Member Norland stated there is a good option for downtown parking that will be discussed at the Council Meeting later tonight. Council Member Spears stated he wanted to know what buildings need to be filled. Administrator Harrenstein stated there was one vacant lot, and some buildings were underutilized. Council Member Freyberg stated one of the objectives in the plan was adequate parking, however businesses need to pay for their own parking. He further stated parking is an asset for a business and if the business fails to purchase or pay for parking than their business will fail and the City needs to explore revenue options to pay for parking. Administrator Harrenstein stated options could include a special benefit tax. Mayor Dehen stated most businesses on top of the hill have their own stand-alone parking lots, but the staff could be directed to explore revenue options. Council Member Spears stated he was in support of the idea of exploring revenue options.

Comprehensive Plan: Chapter 11: Community Design

WSB and Associates prepared the Community Design Chapter of the Comprehensive Plan.

City Planner Fischer stated the Comprehensive Plan would be completed soon and the entire plan presented to the Council. Mayor Dehen requested the entire Comprehensive Plan be presented to the public for public comment. City Planner Fischer stated the Comprehensive Plan would be placed on social media and the City website for public review.

Five- Year Capital Improvement Plan, 2015-2019

Administrator Harrenstein reported after presenting an overview of the CIP at the November 3, 2014, Council Meeting one major change occurred, which was the inclusion of a

ladder truck. Administrator Harrenstein stated Fire Chief Tim Pohlman, Assistant Chief Inman, Station 1 Captain Zwaschka and Station 2 Captain Diefer were also in attendance. Fire Chief Pohlman stated the ladder truck was 32 years old and recently needed several repairs and spent time in the shop. The truck is a critical backup to the Mankato Fire Department and they are our backup. This relationship helps maintain a good ISO, but we cannot rely on Mankato because in order to maintain the ISO rating, protection needs to be within 1 1/2 miles. Administrator Harrenstein stated that ISO ratings are discussed when speaking with prospective businesses. Mayor Dehen stated he was hopeful a quality used vehicle could be located. Council Member Norland stated if a quality vehicle could not be located it may be necessary to purchase a new ladder truck. Council Member Freyberg stated it needs to be a part of the CIP.

Finance Director Thorne presented a PowerPoint of the Capital Improvement Plan, 2015-2019. Director Thorne compared the 2015-2019 CIP with the 2014-2018 CIP. In the General Fund the park improvements annual allocation increased \$14,000 per year and the Pavement Management Plan implementation increased expenditures by \$200,000 annually. The Water Fund added repair for pumps #5 and #8 in 2018 and 2019 for \$130,000, and the rehabilitation of filter at plant 1 was added in 2017 for \$350,000. The Sewer Fund added the Marvin Lift Station rehabilitation for \$80,000 in 2018. Capital Facilities had a cost reduction of \$20,000 in 2016 with the removal of a Street Sweeper while a loader and roller were added in 2019 for a total of \$180,000. GO Bonds/Construction Fund/Equipment Certificates added a 75' Ladder Fire Truck in 2016 for \$250,000. Council Member Freyberg stated the number was low. Administrator Harrenstein stated once the discussion included a used truck the price dropped. Finance Director Thorne stated several items from the 2014 CIP were either initiated or completed, including a financial computer system, Old Belgrade Hill Ravine Project and Well #9. Several items including Standby Power from Water II to Fire II, Wheeler Corp Station, Levee recertification, and driveway into Tower Boulevard on Tower Dr. were removed from the 2014-2018 CIP into operations. Council Member Spears stated once the items were removed from the CIP they may or may not be completed based on fund availability. Mayor Dehen stated the CIP was understandable and transparent.

Other Business

Administrator Harrenstein reported a memo concerning the invasive species buckthorn would be provided to the Council. He stated the staff noticed an infestation in City green ways throughout parts of the City. Staff would be addressing the buckthorn issue once they are current with tree trimming efforts.

There being no further business, the Council workshop was adjourned at 6:48 p.m.

Mayor

City Clerk

Pursuant to due call and notice thereof, a regular meeting of the North Mankato City Council was held in the Municipal Building Council Chambers on November 17, 2014. 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 Norland, Freyberg, Spears and Steiner; City Administrator Harrenstein, Finance Director Thorne, Attorney Kennedy, City Clerk Van Genderen, Planner Fischer, and Public Works Director Swanson.

Approval of Agenda

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

Approval of Minutes

Council Member Spears requested that his vote on Resolution 79-14 be changed from an aye to a nay to correctly reflect his vote. **Council Member Norland moved, seconded by Council Member Steiner, to approve the minutes of the Council meeting of November 3, 2014, as amended. Vote on the motion: Steiner, Norland, Freyberg, Spears and Dehen aye; no nays. Motion carried.**

Public Hearing, 7 p.m. – Assessment for Project No. 13-02AC

The Mayor opened the public hearing to consider the Assessment for Project No. 13-02AC and stated City Engineer Dan Sarff presented the final adjusted assessment to the Council and those in attendance who were being assessed. City Engineer Sarff reported the City's assessment policy requires 40% of project cost be assessed to the property owner. If a project has a high cost but a low benefit to the citizens, the City has set a maximum assessment of \$7,000 with the driveway cost an additional assessment. Sarff stated the initial assessment was sent out prior to the completion of the driveways so the assessment has been adjusted to reflect the actual cost. The final assessment reflected decreases to the proposed assessment. Mayor Dehen thanked the citizens for their patience, noting it was a long difficult construction that was important to the infrastructure of the City of North Mankato. There being no one else appearing before the Council, the Mayor closed this portion of the meeting.

Consent Agenda

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

- A. Bills and Appropriations.
- B. Res. No. 80-14 Adopting Donations/Contributions/Grants.
- C. Res. No. 81-14 Setting Rates and Charges for Municipal Utilities.
- D. Application for Parade Permit for Gobble Wobble Family Fun Run, Benson Park, Thursday, November 27, 2014 from 8:00 a.m. to 10:00 a.m.
- E. Large Group Permit for Gobble Wobble Family Fun Run, Benson Park, Thursday, November 27, 2014 from 7:00 a.m. to 12 noon.

Vote on the motion: Norland, Freyberg, Spears, Steiner and Dehen aye; no nays. Motion carried. Council Member Spears stated he would like clarification on the Alliance for Innovation expenditure. Harrenstein stated the Alliance is an association of cities who share their innovative ideas. Council Member Spears stated he would like clarification on the Geotechnical Evaluation of Northport #15. Administrator Harrenstein stated it was an evaluation of Northport paid out of the joint economic fund with Benco and applies to 36 acres. Council Member Spears requested clarification on the use of

Lamm, Nelson and Cich. Administrator Harrenstein reported Attorney Dave Lamm attended the closing on the Marigold property and completed title insurance work. Attorney Kennedy stated the City hires additional legal services when the work is outside his legal expertise. Mayor Dehen thanked the donors to the Library.

Public Comments

Barb Church, 102 East Wheeler, appeared before the Council and requested information on the Intergovernmental Meeting and noise abatement. She stated she did not approve of the purchase of property on East Wheeler Street to create parking.

Arnold Marshall, 704 Wall Street, appeared before the Council and stated he was in favor of the variance to allow Melissa Masse to build a garage at 714 Wall Street.

Business Items

Res. No. 82-14 Adopting Assessment for Project No. 13-02AC, 2014 Belgrade Avenue Hill and Ravine Improvements

Council Member Norland moved, seconded by Council Member Freyberg, to adopt Res. No. 82-14 Adopting Assessment for Project No. 13-02AC 2014, Belgrade Avenue Hill and Ravine Improvements. Vote on the Resolution: Norland, Freyberg, Spears, Steiner and Dehen, aye; no nays. Motion carried.

Z-4-14, Request to Rezone 1610 Lor Ray Drive from a Transitional Unzoned District (TUD) to an R-3, Limited Multiple Dwelling District. Ordinance No. 63 Fourth Series, Rezoning Part of the Southeast ¼ of the Northeast ¼ Lying South & West of Sunrise Acres #5 in Section 11 Township 108 Range 027 (1610 Lor Ray Drive) from a Transitional Unzoned District (TUD) to an R-3, Limited Multiple Dwelling District

Administrator Harrenstein thanked Audrey Tschohl for attending the meeting and introduced Corey Brunton of Brunton Architects, and Vonda Herding of Real Living Real Estates, who spoke on behalf of Audrey Tschohl. Brunton appeared before the Council and reported the owner and developer worked to conceptualize a plan for the property at 1610 Lor Ray Drive that would meet the requirements of the Comprehensive Plan. Vonda Herding stated the town homes would be high end and would fit the location. Brunton stated the development relied on the R-3 zoning and the owner and developer would be interested in a development agreement so the project could move forward. He stated the development the developer is proposing is sensitive to the surrounding properties. Brunton stated the studies completed to determine ravine stability, traffic impact and density analyses all reported the proposed development would be appropriate. Brunton noted in order to provide the Council with time to consider the proposal, Audrey Tschohl requested an extension to the City review period for zoning the Tschohl property at 1610 Lor Ray Drive. Attorney Kennedy reviewed the letter and stated the City has the power to grant an extension up to 60 days and he recommended accepting the 45 day extension. Administrator Harrenstein stated he would provide an overview of the staff recommendation and City Engineer Dan Sarff would review the studies. Harrenstein outlined the City's policies concerning trees on private property. The City has no issue regarding the trees located on the Tschohl property. City Engineer Sarff stated the traffic impact study was completed based on the proposed Berg development not on the maximum density of an R-3. Results of the study indicated the current level of service versus increased demand resulted in no change in the recommendations already established for Lor Ray Drive. A Ravine Stabilization study was completed by Bolton and Menk and indicated this ravine was stable. Sarff stated storm water ponding would need to be a part of the development. Administrator Harrenstein stated the density analysis indicated that the proposed development was appropriate for the area but if it was zoned R-3 without a development agreement the

builder could build higher density which would not be suitable for the area. Harrenstein stated there are three options: approve the R-3 zoning if the Council had no concerns about density, deny the recommendation, or negotiate a development agreement. **Council Member Norland moved, seconded by Council Member Steiner, to approve the 45-day extension to January 7, 2015 on the request to rezone 1610 Lor Ray Drive from a Transitional Unzoned District (TUD) to an R-3 Limited Multiple Dwelling District with the writing of a development agreement.** Council Member Norland reported she approved of the project and it met all of the requirements. Council Member Steiner stated the zoning would be appropriate with a development agreement in place. Council Member Freyberg stated he did not support the zoning and it should be rezoned R-1. Council Member Spears noted he did not support R-3 and it should be rezoned R-1 or R-2. Mayor Dehen stated he supported the R-3 zoning with a development agreement that maintained the lower density of R-3. Council Member Spears stated if R-3 zoning was granted and the proposed development was not completed what prevented the new buyer from building at the high end of R-3. Attorney Kennedy stated the R-3 zoning would be contingent on the development agreement. **Vote on the motion: Norland, Steiner and Dehen aye; Freyberg and Spears nay. Motion carried.**

Res. No. 83-14 Authorizing the Purchase of Real Estate.

City Administrator Harrenstein stated that after the sale of the Marigold property the downtown lost approximately 65 parking stalls. The City has the opportunity to purchase three properties: 231 Wheeler Avenue, 233 Wheeler Avenue and 235 Wheeler Avenue. The property at 233 Wheeler Avenue is owned by First National Bank and City staff recommends purchasing the property for \$187,500 with approximately \$170,000 from Sales Tax. The property at 231 Wheeler Avenue would be purchased on contract for deed from Tom and John Bohrer for \$12,000 for four years and a final payment of \$92,000 the fifth year. The property at 235 Wheeler Avenue would be purchased in the future. The proposed agreement states that all portions of 235 Wheeler Avenue that can be used for public parking will be used for public parking. Administrator Harrenstein reported the opportunity came up quickly but in 10 years it will be essential to have the parking. He noted he respected the disagreements and the need to focus on revenue. Council Member Norland stated parking is essential to draw and keep businesses and is crucial to a viable downtown. Mayor Dehen stated it was time to seize this opportunity. Council Member Spears noted this was a quick acquisition and once the properties were acquired what was the cost to complete and maintain the parking lots. He stated there needs to be a plan in place. Council Member Freyberg stated the biggest concern is how to pay for the project. He stated the City needs to look at funding sources other than the Sales Tax. Mayor Dehen stated the City needs a plan to locate revenue for the parking lots but this was time sensitive and the downtown needs the parking. **Council Member Norland moved, seconded by Council Member Steiner, to approve Res. No. 83-14 Authorizing the Purchase of Real Estate. Vote on the Resolution Norland, Freyberg, Steiner and Dehen aye; Spears nay. Motion carried.**

Res. No. 84-14 Adopting the City's Strategic Plan of Vision, Values, Goals and Action Steps

Council Member Steiner moved, seconded by Council Member Norland, to approve Res. No. 84-14 Adopting the City's Strategic Plan of Vision, Values, Goals and Action Steps. Vote on the Resolution Norland, Freyberg, Spears, Steiner and Dehen aye; no nays. Motion carried.

V-1-14, Variance Request to Reduce a Side Yard Setback from 5 feet to 1 foot at 715 Wall Street, a request from Melissa Masse

City Planner Fischer reported the V-1-14 is a variance to reduce a side yard setback from 5 feet to 1 foot at 715 Wall Street. This property shares a driveway with 717 Wall Street and 3 feet of an existing concrete foundation is on the neighbor's property. Fischer stated the Planning Commission

considered the 3-factor test and recommended the granting of the variance, but believed a 3-foot setback would be more appropriate. A one foot garage overhang with a 3-foot setback would remain on the property line. Attorney Kennedy stated the property owner at 717 Wall Street agreed to the variance. **Council Member Freyberg moved, seconded by Council Member Norland, to approve V-1-14, a Variance request to reduce a side yard setback from 5 feet to 3 feet at 715 Wall Street. Vote on the motion: Norland, Freyberg, Spears, Steiner and Dehen aye; no nays. Motion carried.**

Preliminary and Final Plat of Presidential Estates Townhomes, a Replat of Outlot B, Presidential Estates, a Request from Craig Theuninck.

City Planner Fischer reported Craig Theuninck has requested a replat of Outlot B, Presidential Estates. The applicant purchased the north half of Outlot B in 2002 and in 2013 purchased the south half of Outlot B. The applicant is building 4-unit apartments and in order to continue building has requested a replat of Outlot B to create two lots described as Lots 1 and 2, Block 1, Presidential Estates Townhomes. **Council Member Freyberg moved, seconded by Norland, to approve the Preliminary and Final Plat of Presidential Estates Townhomes. Vote on the motion: Norland, Freyberg, Spears, Steiner and Dehen aye; no nays. Motion carried.**

City Administrator and Staff Comments

Administrator Harrenstein reported the 2014 General Election results were included in the packet. Mayor Dehen thanked Deputy City Clerk Anderson and City Clerk Van Genderen for their hard work. He also thanked all election judges for their hard work during the elections.

Public Works Director Swanson stated the Old Belgrade Hill project was not completed due to weather but spring operations had been discussed with the contractor.

Public Works Director Swanson reported leaf collection was completed for the year, if a leaf pile was missed and needs to be picked up, residents should contact the City and a loader could be dispatched to pick up the leaf pile.

Mayor and Council Comments

Council Member Freyberg stated the Intergovernmental Meeting reached a reasonable resolution on the noise issue.

Public Comments

Kyle Vogt, 1715 Lee Boulevard, appeared before the Council and stated if 1610 Lor Ray Drive became apartment buildings it may draw people out of older apartments and older complexes may have a difficult time drawing in residents. Mayor Dehen stated the proposed development was high-end town homes. Vogt stated he was concerned about traffic and the whole traffic system at Lor Ray and Lee needs to be changed. Vogt stated he believed a green space would provide a better quality of life.

Phil Henry, 1300 Norretta Drive, appeared before the Council and thanked the City and the contractor for the work completed during the Old Belgrade Hill Ravine project.

Barb Church, 102 East Wheeler, appeared before the Council and stated there should be more discussion on the 2015 Budget, criteria for the City's charitable giving, and discussion about Caswell Park management. Church asked if a Sales Tax extension required a referendum and stated the 2.5% wage increase was more than the cost of living increase and maybe it should be a merit increase.

John Hurd, 732 Garfield, appeared before the Council and noted the intersection of Lor Ray Drive and Lee Boulevard is a busy corner and he would prefer an R-1 vs. R-3 zoning. Hurd stated he was meeting with members of Greater Mankato Growth on Tuesday, November 25th at 10:00 a.m. in the North Mankato Police Annex to brain storm ideas about turning the Tschohl property into green space. He stated he would love to see a town square in the downtown.

There being no further business, on a motion by Council Member Spears, seconded by Council Member Norland, the meeting adjourned at 8:43 p.m.

Mayor

City Clerk

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 7	Dept: Finance Director	Council Meeting Date: 12/1/14																											
TITLE OF ISSUE: Public Hearing, 7 p.m. - 2015 Budget and 2015-2019 Five-Year Capital Improvement Plan.																													
BACKGROUND AND SUPPLEMENTAL INFORMATION: Per State Statute the City must hold a public hearing on the 2015 Proposed Budget. A copy of the budget is posted on the website and is also available to the public in the Taylor Library. Since the presentation of the 2015 Proposed Budget and Council adoption of the preliminary tax levy on September 2, 2014, there have been few changes. The City estimates the tax levy remaining at \$5,596,414, the same as the 2015 preliminary certification. The Council is scheduled to adopt the 2015 Budget and Tax Levy on December 15 along with the 2015-2019 Capital Improvement Plan.																													
<i>If additional space is required, attach a separate sheet</i>																													
REQUESTED COUNCIL ACTION: N/A																													
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Spears</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>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Freyberg	_____	_____	Spears	_____	_____	Steiner	_____	_____	Norland	_____	_____	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> </table> Other (specify) <u>PowerPoint Presentation</u> <u>Notice of Hearing, Affidavit of Publication</u> _____ _____ _____	Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aye	Nay																												
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Resolution	Ordinance	Contract	Minutes	Map																									
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<input type="checkbox"/> Workshop <input checked="" type="checkbox"/> Regular Meeting <input type="checkbox"/> Special Meeting	<input type="checkbox"/> Refer to: _____ <input type="checkbox"/> Table until: _____ <input type="checkbox"/> Other: _____																												

NOTICE OF PUBLIC HEARING ON 2015 BUDGET
AND FIVE-YEAR CAPITAL IMPROVEMENT PLAN, 2015-2019
CITY OF NORTH MANKATO

NOTICE IS HEREBY GIVEN that the City Council of the City of North Mankato, Minnesota, will meet in the Council Chambers of the Municipal Building, 1001 Belgrade Avenue, North Mankato, Minnesota, at 7 p.m. on the 1st day of December 2014, to hold a public hearing to consider the City's 2015 Budget and Five-Year Capital Improvement Plan, 2015-2019.

Such persons as desire to be heard with reference to the proposed 2015 Budget and Five-Year Capital Improvement Plan, 2015-2019 will be heard at this meeting. A copy of the 2015 Budget and Five-Year Capital Improvement Plan, 2015-2019 is available at the North Mankato Taylor Library or by calling 625-4141 or in person at City Hall, 1001 Belgrade Avenue, North Mankato.

Dated this 17th day of November 2014.

April Van Genderen
City Clerk
City of North Mankato

AFFIDAVIT OF PUBLICATION

State of Minnesota, ss.

County of Blue Earth

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

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

(B) The printed _____ Notice _____

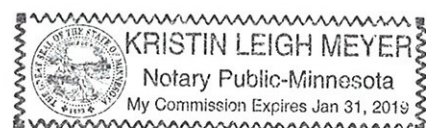
_____ which is attached was cut from the columns of said newspaper, and was printed and published once each week, for 1 successive weeks; it was first published on Tuesday, the 18 day of November, 2014, and was thereafter printed and published on every Tuesday to and including Tuesday, the 18 day of November, 2014; and printed below is a copy of the lower case alphabet from A to Z, both inclusive, which is hereby acknowledged as being the size and kind of type used in the composition and publication of the notice:

abcdefghijklmnopqrstuvwxyz

By: [Signature] Publisher

Subscribed and sworn to before me on this 18 day of November, 2014.

[Signature]
Notary Public



November 18, 2014
NOTICE OF PUBLIC
HEARING ON 2015 BUDGET
AND FIVE-YEAR CAPITAL
IMPROVEMENT PLAN, 2015-2019
CITY OF NORTH MANKATO
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2019 is available at the North
Mankato Taylor Library or by call-
ing 625-4141 or in person at City
Hall, 1001 Belgrade Avenue, North
Mankato.
Dated this 17th day of November
2014.
April Van Genderen
City Clerk
City of North Mankato

City of North Mankato 2015 Proposed Budget

December 1, 2014

2015 Budget

- Public Hearing for 2015 Proposed Budget
- Gather feedback from the public on the proposed budget
- Council passed maximum levy resolution on September 3rd
- Budget to be adopted December 15, 2014

Budget Expenditure Summary 2015

Funds	2014	2015			
		Preliminary	Proposed	\$ + / -	% + / -
General Fund Total	7,203,450	7,190,440	7,170,951	(19,489)	-0.3%
Water	2,043,405	2,026,764	2,002,258	(24,506)	-1.2%
Wastewater (Sewer)	1,855,755	2,122,176	2,237,176	115,000	5.4%
Solid Waste	1,109,250	742,560	745,000	2,440	0.3%
Recycling (Sanitation)	405,715	557,120	565,620	8,500	1.5%
Storm Water	283,755	287,546	274,046	(13,500)	-4.7%
Debt Service Funds	2,565,085	3,048,866	3,048,866	-	0.0%
Community Development Block Grant	54,000	63,000	63,000	-	0.0%
Local Option Sales Tax	309,288	510,444	683,444	173,000	33.9%
Capital Facilities and Equip. Replacement	205,000	470,000	252,000	(218,000)	-46.4%
Construction Funds	-	770,816	770,816	-	0.0%
Port Authority - General Fund	218,260	194,856	194,856	-	0.0%
Joint Economic Development Fund	156,000	152,000	152,000	-	0.0%
Port Authority Federal Revolving Loan Fund	-	-	-	-	n/a
Port Authority Local Revolving Loan Fund	-	-	-	-	n/a
Port Authority State Revolving Loan Fund	28,968	28,968	28,968	-	0.0%
TIF 8 - Marigold	23,543	23,543	23,543	-	0.0%
TIF 14 Webster Ave - Sign Pro	11,202	3,189	3,189	-	0.0%
TIF 16 - Creative Companies (Pay-go)	-	-	-	-	n/a
TIF 17 - National Dentex (Pay-go)	14,845	15,341	17,786	2,445	15.9%
TIF 2 Webster Ave - FX Fusion	5,273	5,273	5,273	-	0.0%
TIF 18 - LJP (Pay-go)	85,384	87,996	87,996	-	0.0%
TIF 20 - Ziegler (Pay-go)	96,771	99,723	99,723	-	0.0%
TIF 19 - 422 Belgrade Ave	-	29,890	29,890	-	0.0%
TIF 22 - Lindsay (Pay-go)	16,608	17,157	17,157	-	0.0%
TIF 21 - All-State Peterbilt (Pay-go)	26,967	28,327	28,327	-	0.0%
Public Access	253,742	390,281	390,281	-	0.0%
TOTAL ALL GOVERNMENT	\$ 16,972,266	\$ 18,866,276	\$18,892,166	25,890	0.1%

Budget Revenue Summary 2015

Funds	2014	2015			
		Preliminary	Proposed	\$ + / -	% + / -
General Fund	7,141,401	7,345,849	7,415,969	70,120	1.0%
Water	1,942,384	1,901,635	1,901,635	-	0.0%
Wastewater (Sewer)	2,146,500	2,123,812	2,123,812	-	0.0%
Solid Waste	1,112,000	778,000	775,000	(3,000)	-0.4%
Recycling (Sanitation)	422,782	525,000	525,000	-	0.0%
Storm Water	275,000	275,000	275,000	-	0.0%
Debt Service Funds	2,930,260	3,030,687	3,389,463	358,776	11.8%
Community Development Block Grant	50,000	63,000	63,000	-	0.0%
Local Option Sales Tax	500,000	547,000	547,000	-	0.0%
Capital Facilities and Equip. Replacement	370,000	588,725	388,887	(199,838)	-33.9%
Construction Funds	-	-	-	-	n/a
Port Authority - General Fund	211,754	89,335	89,335	-	0.0%
Joint Economic Development Fund	129,307	131,307	131,307	-	0.0%
Port Authority Federal Revolving Loan Fund	81,117	128,650	128,650	-	0.0%
Port Authority Local Revolving Loan Fund	19,615	20,045	20,045	-	0.0%
Port Authority State Revolving Loan Fund	28,968	28,968	28,968	-	0.0%
TIF 8 - Marigold	21,742	32,069	32,069	-	0.0%
TIF 14 Webster Ave - Sign Pro	11,202	22,170	22,170	-	0.0%
TIF 16 - Creative Companies (Pay-go)	-	-	-	-	n/a
TIF 17 - National Dentex (Pay-go)	14,895	15,341	15,341	-	0.0%
TIF 2 Webster Ave - FX Fusion	6,003	6,181	6,181	-	0.0%
TIF 18 - LJP (Pay-go)	85,434	87,994	87,994	-	0.0%
TIF 20 - Ziegler (Pay-go)	96,821	99,723	99,723	-	0.0%
TIF 19 - 422 Belgrade Ave	19,094	52,020	52,020	-	0.0%
TIF 22 - Lindsay (Pay-go)	16,658	17,157	17,157	-	0.0%
TIF 21 - All-State Peterbilt (Pay-go)	27,017	28,327	28,327	-	0.0%
Public Access	185,450	185,000	185,000	-	0.0%
TOTAL ALL GOVERNMENT	\$ 17,845,404	\$ 18,122,995	\$ 18,349,053	\$ 226,058	1.2%

Capital Facilities & Equipment Replacement

	Proposed 2015	Forecast 2016	Forecast 2017	Forecast 2018	Forecast 2019	Forecast 2020
Police Cruiser	35,000	35,000	35,000	35,000	35,000	35,000
General Equipment - Trucks, Skid loaders, Mowers, etc.	60,000	60,000	60,000	60,000	80,000	80,000
Backhoe	-	100,000		-		-
Street Sweeper	-	180,000	-	-	-	-
Loader	-	-	150,000	-	150,000	-
Dump Truck	-	-	-	225,000	-	140,000
Tar Distributor	-	-	-	75,000	-	-
Roller (2)	-	-	-	-	30,000	30,000
Fire Department Masks	60,000	-	-	-		-
Additional Park System upgrades	-				65,000	-
Civil Defense Sirens	20,000	28,000	28,000	28,000	28,000	-
Financial Computer System	20,000	-	-	-	-	-
Police Department Interior Updates	10,000	-	-	-	-	-
Community Development Software and Laptops	35,000					
233 Wheeler, 231 Wheeler (downtown parking)	12,000	12,000	12,000	12,000		
EQUIPMENT RESERVE EXPENDITURES	252,000	415,000	285,000	435,000	388,000	285,000

Five-Year Capital Improvement Schedule For Years 2015-2019

Project or Activity	Strategic Program Area	2015	2016	2017	2018	2019	Estimated 5 year costs
Police Cruiser	Public Safety	35,000	35,000	35,000	35,000	35,000	175,000
General Equipment - Trucks, Skid loaders, Mowers, etc.	Infrastructure	60,000	60,000	60,000	60,000	60,000	300,000
Sirens - Upgrade (from 2012), Plant #2, Expansion, City Shop	Public Safety	20,000	28,000	28,000	28,000		104,000
SCBA Air Packs (Plus a \$40,000 Contribution from Relief Assn.)	Public Safety	60,000					60,000
Street Sweeper	Infrastructure		180,000				180,000
Tractor Backhoe	Infrastructure		100,000				100,000
Loader	Infrastructure			150,000			150,000
Tar Distributor (Used; 1/2 Nicollet County)	Infrastructure				75,000		75,000
Dump Truck	Infrastructure				225,000		225,000
Loader	Infrastructure					150,000	150,000
Roller	Infrastructure					30,000	30,000
Sub-Total Cash / Capital Facilities & Equipment Replacement		175,000	403,000	273,000	423,000	275,000	1,549,000

Five-Year Capital Improvement Schedule For Years 2015-2019

Project or Activity	Strategic Program Area	2015	2016	2017	2018	2019	Estimated 5 year costs
Pavement Management Plan	Infrastructure	200,000	200,000	200,000	200,000	200,000	1,000,000
Park Improvements	Recreation	75,000	75,000	75,000	75,000	75,000	375,000
Sub-Total Cash / General Fund		275,000	275,000	275,000	275,000	275,000	1,375,000
250 KW Portable Generator	Infrastructure				102,000		102,000
Marvin Lift Station Rehab (Control, gravity line, force main) [Installed in 1978]	Infrastructure				80,000		80,000
Jetter	Infrastructure	300,000					300,000
Sub-Total Cash / Sewer Fund		300,000	-	-	182,000	-	482,000
Pull & Repair Well Pump #6, #7, #8, #9, #5	Infrastructure	70,000	65,000	65,000	65,000	65,000	330,000
Rehabilitation of Filter at Plant 1	Infrastructure			350,000			350,000
Recoat 500K Water Tower Exterior	Infrastructure				150,000		150,000
Sub-Total Cash / Water Fund		70,000	65,000	415,000	215,000	65,000	830,000

Five-Year Capital Improvement Schedule For Years 2015-2019

Project or Activity	Strategic Program Area	2015	2016	2017	2018	2019	Estimated 5 year costs
Highway 14 Trail from LorRay to Lake Street	Recreation	350,000					350,000
75' Ladder Fire Truck	Public Safety		250,000				250,000
West Carlson Drive Extension	Business / Industrial / Neighborhood	1,150,000					1,150,000
Yearly Capital Improvement Costs	Infrastructure				1,500,000		1,500,000
Yearly Capital Improvement Costs	Infrastructure				-	1,500,000	1,500,000
Roe Crest - Lee Blvd to Marie Lane	Infrastructure		1,385,000				1,385,000
Sub-Total G.O. Bonds		1,500,000	1,635,000	-	1,500,000	1,500,000	6,135,000
Lookout Drive Roundabout and from Hwy 14 to Commerce	Infrastructure	780,000					780,000
Total 2015-2019 CIP		3,100,000	2,378,000	963,000	2,595,000	2,115,000	11,151,000

Taxable Market Value, Tax Capacity, Property Tax Levy and Tax Rate

Tax Payable Year (1)	Taxable Market Value	Total Tax Capacity	Change in Tax Capacity	Total Levy	Tax Rate
2004	731,360,800	8,664,367	11.7%	3,406,602	39.888%
2005	803,155,100	9,241,924	6.7%	3,924,419	42.462%
2006	832,560,000	9,514,672	3.0%	3,924,419	41.246%
2007	856,965,300	9,750,656	2.5%	4,218,750	43.267%
2008	914,595,000	10,344,239	6.1%	4,603,569	44.503%
2009	926,820,100	10,484,247	1.4%	4,674,079	44.581%
2010	929,989,400	10,551,259	0.6%	4,814,154	45.626%
2011	915,046,500	10,598,032	0.4%	4,814,154	45.425%
2012	870,672,800	10,177,574	-4.0%	5,152,123	50.598%
2013	847,806,500	9,861,666	-3.1%	5,383,784	54.566%
2014	856,917,400	9,963,464	1.0%	5,383,784	54.009%
2015 Est.	899,305,800	10,437,186	4.8%	5,596,414	53.620%

Historical City Tax on a \$150,000 Home

Years Receive Tax \$	County Appraised Market Value	Market Value Homestead Exclusion (2)	Taxable Market Value	Net Tax Capacity Value	City Tax Rate	City Tax Amount
2008	\$144,300	\$0	\$144,300	\$1,443	44.503	\$642
2009	\$144,300	\$0	\$144,300	\$1,443	44.581	\$643
2010	\$162,400	\$0	\$162,400	\$1,624	45.626	\$741
2011	\$157,600	\$0	\$157,600	\$1,576	45.425	\$716
2012	\$160,700	-\$22,800	\$137,900	\$1,379	50.598	\$698
2013	\$156,500	-\$23,200	\$133,300	\$1,333	54.566	\$727
2014	\$156,500	-\$23,200	\$133,300	\$1,333	54.009	\$720
2015 est.	\$160,700	-\$22,800	\$137,900	\$1,379	53.620	\$739

Historical City Tax on a \$250,000 Home

Years Receive Tax \$	County Appraised Market Value	Market Value Homestead Exclusion (2)	Taxable Market Value	Net Tax Capacity Value	City Tax Rate	City Tax Amount
2008	\$262,900	\$0	\$262,900	\$2,629	44.503	\$1,170
2009	\$267,000	\$0	\$267,000	\$2,670	44.581	\$1,190
2010	\$261,800	\$0	\$261,800	\$2,618	45.626	\$1,194
2011	\$251,300	\$0	\$251,300	\$2,513	45.425	\$1,142
2012	\$262,200	-\$13,600	\$248,600	\$2,486	50.598	\$1,258
2013	\$250,100	-\$14,700	\$235,400	\$2,354	54.566	\$1,284
2014	\$250,100	-\$14,700	\$235,400	\$2,354	54.009	\$1,271
2015 est.	\$256,812	-\$14,100	\$242,712	\$2,427	53.620	\$1,301

City of North Mankato 2015 Proposed Budget

December 1, 2014

CLAIM REPORT
BILLS PAID AFTER THE COUNCIL MEETING OF NOVEMBER 17, 2014
END OF MONTH

79291	AT&T Mobility	cell phone bill-Bookmobile	\$25.40
79292	City of Mankato	water bill-Public Access	\$24.51
79293	Minnetonka Police Department	registration fee for training-Police Dept.	\$30.00
79294	National Insurances Services of WI, Inc.	life insurance December	\$563.89
79295	National Insurances Services of WI, Inc.	long term disability insurance December	\$1,171.90
79296	National Insurances Services of WI, Inc.	voluntary life insurance December	\$68.50
79297	Cardmember Service	charge card items-All Depts.	\$4,874.88
79298	Telrite Corporation	long distance phone bill-All Depts.	\$246.24
79299	Delta Dental	employee payroll deductions	\$834.73
79300	Enventis	telephone bill & install radio loop-All Depts.	\$782.51
79301	John Deere Financial	equipment parts-Caswell	\$411.75
79302	Sprint	PCS connection card data plan-Police & 2014 Const	\$74.47
79303	ICMA Retirement Trust - 457	employee payroll deductions	\$3,798.85
79304	ICMA Retirement Trust - Roth IRA	employee payroll deductions	\$685.00
79305	Law Enforcement Labor Service	employee payroll deductions	\$405.00
79306	NCPERS Minnesota-Unit 662400	employee payroll deductions	\$176.00
79307	United Way	employee payroll deductions	\$221.28
	Total		<u>\$14,394.91</u>

CLAIMS CONTINUED

General	\$12,882.64
2011 Construction	\$27.70
2014 Construction	\$130.45
Water	\$818.75
Sewer	\$231.36
Recycling	\$113.00
Storm Water	\$29.57
Public Access	<u>\$161.44</u>
Total	<u><u>\$14,394.91</u></u>

PORT AUTHORITY INVOICES
BILLS PAID AFTER THE COUNCIL MEETING OF NOVEMBER 17, 2014
END OF MONTH

None to report

CLAIM REPORT
FOR REGULAR COUNCIL MEETING OF DECEMBER 1, 2014

Advance Resources for Development	consulting services-Port Authority	\$7,500.00
Albright, James	police reserve stipend-Police Dept.	\$600.00
Alpha Wireless Communications	annual maintenance for radios-Police Dept.	\$3,042.00
Ameripride Services	mats-Library	\$67.96
American Concrete	concrete-Park Dept.	\$786.51
Ancom Communications	supplies-Fire Dept.	\$84.00
Anderson, Steven	police reserve stipend-Police Dept.	\$300.00
Applied Concepts, Inc.	equipment parts-Police Dept.	\$110.00
Apt Machining & Fabricating, Inc.	equipment parts-Gen Gov & Park	\$130.00
Audio Editions	supplies & audio books-Library	\$47.15
Batteries+Bulbs	supplies-Water Dept.	\$10.18
Blue Earth County Finance	election supplies-Gen Gov	\$59.00
Bolton & Menk, Inc.	engineering fees-All Depts.	\$45,510.89
Brown-Nicollet Community Health	license renewal for concessions-Caswell	\$270.00
Cargill, Inc.	road salt-Street Dept.	\$5,751.42
CDW-Government	computer equip Tyler conversion-Gen Gov, Wtr & Swr	\$238.74
City of Mankato	wastewater fee for December-Sewer Dept.	\$50,000.00
Dalco	supplies-Gen Gov, Police, Fire & Library	\$46.60
DEMCO, Inc.	supplies-Library	\$53.26
EBSCO, Inc.	magazine renewals-Library	\$1,238.31
Energy Sales, Inc.	equipment parts & supplies-Street, Shop & Water	\$845.06
Express Services, Inc.	crossing guards-Police Dept.	\$655.95
Finance & Commerce, Inc.	ad for bid-Water Dept.	\$300.95
Foth Infrastructure & Environment	professional service-Solid Waste	\$2,387.60
Full Circle Organics, LLC	transport leaves-Solid Waste	\$725.00
Gangelhoff, Brian	clothing & water bottle-Police Physical Fitness	\$30.00
Goodwin, Tony	professional service-Public Access	\$287.50
Hansen Sanitation	refuse pickup-Solid Waste	\$49,184.88
Hendrickson, Chris	body glide-Police Physical Fitness	\$12.06
Hinkle, Kailie	police reserve stipend-Police Dept.	\$600.00
Holtmeier Construction	Estimate #4 2014 Roe Crest/Noretta/Belgrade	\$376,475.44
Iddings, Bob	police reserve stipend-Police Dept.	\$300.00
Ingram Library Services	books-Library	\$1,481.98
Jankoski, Sara	police reserve stipend-Police Dept.	\$200.00
Johnson, Stephen	police reserve stipend-Police Dept.	\$600.00

CLAIMS CONTINUED

Kennedy & Graven, Chartered	legal services-Gen Gov	\$46.25
Klompenhower, Eric	police reserve stipend-Police Dept.	\$900.00
Krueger, Dave	police reserve stipend-Police Dept.	\$600.00
Lakes Gas Co.	LP gas-Recycling	\$185.00
Larkstur Engineering	equipment parts-Street, Park & Sewer Depts.	\$318.48
Lookout Drive Welding	fabricate fence Soccer Fields-Sales Tax	\$1,750.00
Luedtke, Lewis	police reserve stipend-Police Dept.	\$600.00
Mankato Public Schools	transportation for special program-Library	\$65.40
Menards-Mankato	equipment parts & supplies-All Depts.	\$743.12
Minnesota Department of Health	water connect fee-Water Dept.	\$7,754.00
Minnesota Valley Testing Lab	water and sample testing-Water & Sewer Depts.	\$277.25
MN Dept Employment & Economic Dev	Thin Film grant repayment-Port Auth State Rev Loan	\$2,414.02
Moe, Deborah	police reserve stipend-Police Dept.	\$600.00
Monuments by Miller	letter sponsor sign Soccer Fields-Sales Tax	\$935.00
Moss & Barnett	legal services-Public Access	\$522.00
MRCI	wages for MRCI employees-Recycling	\$10,497.84
Minnesota State University	work study students-Library	\$228.00
Neenah Foundry Company	curb box castings-Water Dept.	\$3,752.35
New Ulm Quartzite Quarries	ball field sand-Caswell & Park	\$410.91
North Mankato Motor Vehicle Registrar	license tabs-Police Dept.	\$12.00
Northern States Supply	supply-Shop	\$13.13
Old Dominion Brush Co.	equipment parts-Street Dept.	\$3,504.59
OverDrive, Inc.	downloadable audio/ebooks-Library	\$1,121.10
Overhead Door Co. of Mankato, Inc.	overhead door repair-Gen Gov	\$975.00
Parrott, Matt/Storey Kenworthy	printed materials-Gen Gov	\$455.75
Petty Cash, Clara Thorne	petty cash items-All Depts.	\$62.16
Retzlaff, Eric	police reserve stipend-Police Dept.	\$600.00
River Bend Business Products	copier maintenance-Library	\$61.00
Robinson, Brittani	police reserve stipend-Police Dept.	\$600.00
St. Peter Herald	renew subscription-Library	\$124.80
Survey Services, Inc.	professional service-Port Authority	\$2,700.00
Thom, Brett Drywall, LLC	materials & install drywall Soccer Fields-Sales Tax	\$5,000.00
Thorne, Clara	mileage MNGFOA luncheon-Gen Gov	\$94.86
Tool Sales Co.	supplies-Shop	\$14.00
Viking Electric Supply	electrical supplies-Street Lights, Park, Sales Tax & Swr	\$399.45

CLAIMS CONTINUED

Watkins, Kyle	police reserve stipend-Police Dept.	\$200.00
Wells Fargo Bank	administrative fees on bonds-All Depts.	\$1,600.00
Werner Electric Supplies	electrical supplies-Street & Sewer Depts.	\$189.25
Wingert Plastering, LLC	tape drywall Soccer Bldg-Sales Tax	\$645.00
Woelfel, Leonard	police reserve stipend-Police Dept.	\$300.00
Vihstadt, James	police reserve stipend-Police Dept.	\$600.00
Xcel Energy	electric bill-All Depts.	<u>\$16,811.20</u>
Total		<u><u>\$618,615.35</u></u>

CLAIMS CONTINUED

General	\$49,433.73
Local Option Sales Tax	\$8,482.78
Port Authority	\$10,200.00
Port Authority State Revolving Loan Fund	\$2,414.02
GO Improvement Bond of 2004	\$400.00
GO Improvement Bond of 2005	\$280.00
2011 Construction	\$1,055.00
2014 Construction	\$393,237.94
Water	\$31,563.88
Sewer	\$55,724.21
Recycling	\$11,853.24
Storm Water	\$619.21
Solid Waste	\$52,297.48
Public Access	<u>\$1,053.86</u>
Total	<u><u>\$618,615.35</u></u>

PORT AUTHORITY INVOICES
FOR REGULAR COUNCIL MEETING OF DECEMBER 1, 2014

Advance Resources for Development	consulting services-Port Authority	\$7,500.00
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>\$2,700.00</u>
Total		<u><u>\$12,614.02</u></u>

RESOLUTION NO.

RESOLUTION APPROVING DONATIONS/CONTRIBUTIONS/GRANTS

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

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

Donor of Gift	Restriction on Gift	Amount
Delta Kappa Gamma NM Chapter	General Fund – Library Backpack Food Program Books	\$495.00
Mark Dehen Campaign	General Fund – Library	\$50.00
Delta Kappa Gamma NM Chapter	General Fund – Library Backpack Food Program Books	\$85.00
Barb Muellerleile	General Fund – Library Backpack Food Program Books	\$200.00
Mary Callahan	General Fund – Library Backpack Food Program Books	\$10.00
Anonymous	General Fund – Library Backpack Food Program Books	\$5.00

Adopted by the City Council this 1st day of December 2014.

Mayor

City Clerk

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 8C	Dept: City Clerk	Council Meeting Date: 12/1/14																																															
TITLE OF ISSUE: License Renewals for 2015																																																	
BACKGROUND AND SUPPLEMENTAL INFORMATION: Attached is a memo listing the liquor license renewals including on-sale liquor, off-sale liquor, club on-sale liquor, pints-on-premise and off-sale intoxicating (growler). The Police Chief has reviewed these licenses and recommends approval and issuance of the 2015 licenses. All property taxes are current on all liquor license premises. Other licenses to be renewed include soft drink, cigarette, mechanical amusement devices, cabaret, refuse haulers, mobile home park, 3.2 beer off-sale and taxi.																																																	
<i>If additional space is required, attach a separate sheet</i>																																																	
REQUESTED COUNCIL ACTION: Approve license renewals for 2015																																																	
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Spears</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>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Freyberg	_____	_____	Spears	_____	_____	Steiner	_____	_____	Norland	_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td colspan="2" style="text-align: center;">Other (specify) _____</td> <td colspan="3" style="text-align: center;">Memo _____</td> </tr> <tr><td colspan="5"> </td></tr> <tr><td colspan="5"> </td></tr> <tr><td colspan="5"> </td></tr> </table>	Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other (specify) _____		Memo _____																	
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MEMORANDUM

TO: Honorable Mayor and City Council

FROM: April Van Genderen, City Clerk

DATE: November 26, 2014

SUBJECT: Liquor License Renewals

This year the following listing of liquor license applications are presented for renewal. The Police Department recommends approval and issuance of the renewal applications for 2015. I have verified that all property taxes are current on all liquor license premises.

ON-SALE LIQUOR (*INCLUDES SUNDAY)

- *DDD Motel Corporation, d/b/a Best Western, 1111 Range Street
- *Nakato Bar & Grill, Inc., d/b/a Nakato Bar & Grill, 253 Belgrade Avenue
- *Circle Inn, Inc., d/b/a Circle Inn Bar, 232 Belgrade Avenue
- *Big Dog Restaurants, Inc. d/b/a Big Dog Sports Café, 1712 Commerce Drive
- *Ange, Inc., d/b/a Spinners Bar, 301 Belgrade Avenue
- *Dino's Gourmet Pizzeria, 239 Belgrade Avenue
- *J.T.S. Enterprise Inc. d/b/a Roadhouse 169, 1006 N. River Drive
- *Crossroads, LLC d/b/a Crossroads Neighborhood Grill & Bar, 1750 Commerce Drive, Suite 103

OFF-SALE LIQUOR

- Nakato Bar & Grill, Inc., d/b/a Nakato Bar & Grill, 253 Belgrade Avenue
- Circle Inn, Inc., d/b/a Circle Inn Bar, 232 Belgrade Avenue
- Dembouski, Inc., d/b/a M.G.M. Liquor Warehouse, 1755 Commerce Drive
- BL Worldwide Investments, Inc., d/b/a PJ's Liquor Emporium, 407 1/2 Belgrade Avenue
- Dino's Gourmet Pizzeria, 239 Belgrade Avenue

CLUB ON-SALE LIQUOR (*INCLUDES SUNDAY)

- *American Legion Post 518, 256 Belgrade Avenue

PINTS-ON-PREMISE AND OFF-SALE INTOXICATING (GROWLER)

(*INCLUDES SUNDAY)

- *Mankato Brewery, LLC d/b/a Mankato Brewery, 1119 Center Street

2015 LICENSE RENEWALS

Included is a list of all licenses to be renewed for 2014. Staff would recommend approval and issuance of all licenses, conditioned upon receipt of appropriate insurance certificates and license fees.

SOFT DRINK

American Legion Post 518, 256 Belgrade Avenue
DDD Motel Corporation, d/b/a Best Western, 1111 Range Street
Nakato Bar & Grill, Inc., d/b/a Nakato Bar & Grill, 253 Belgrade Avenue
Circle Inn, Inc., d/b/a Circle Inn Bar, 232 Belgrade Avenue
Walgreens, 1705 Commerce Drive
Dembouski, Inc., d/b/a M.G.M. Liquor Warehouse, 1755 Commerce Drive
Perkins Restaurant, 1123 Range Street
BL Worldwide Investments, Inc., d/b/a PJ's Liquor Emporium, 407 Belgrade Avenue
Croix Oil Company, d/b/a SuperAmerica, 201 Webster Avenue
Big Dog Restaurants, Inc. d/b/a Big Dog Sports Café, 1712 Commerce Drive
Sub Line Corporation, d/b/a Subway, 1102 N. River Drive
Sub Line Corporation, d/b/a Subway, 1750 Commerce Drive
Taco Johns, 1601 LorRay Drive
Casey's General Stores, Inc., 1375 Lookout Drive
Freyberg Management, d/b/a Shell on LorRay, 1711 Commerce Drive
Duehring Enterprises, d/b/a Culver's, 1680 Commerce Drive
Ange, Inc., d/b/a Spinners Bar, 301 Belgrade Avenue
Dino's Gourmet Pizzeria, 239 Belgrade Avenue
Hunan Garden, 408 Belgrade Avenue
J.T.S. Enterprise Inc. d/b/a Roadhouse 169, 1006 N. River Drive
Kwik Trip, Inc. d/b/a Kwik Trip #615, 1740 Commerce Drive
Crossroads, LLC d/b/a Crossroads Neighborhood Grill & Bar, 1750 Commerce Drive, Suite 103
New Great Wall, Inc. d/b/a New Great Wall, 1814 Commerce Drive
Erbert & Gerbert's Sandwich Shop, 1710 Commerce Drive
Staples Enterprises, LLC d/b/a Express Way, 238 Belgrade Avenue
Mankato Brewery, LLC d/b/a Mankato Brewery, 1119 Center Street

CIGARETTE

Dembouski, Inc., d/b/a M.G.M. Liquor Warehouse, 1755 Commerce Drive
BL Worldwide Investments, Inc., d/b/a PJ's Liquor Emporium, 407 Belgrade Avenue
Croix Oil Company, d/b/a SuperAmerica, 201 Webster Avenue
Casey's General Stores, Inc., 1375 Lookout Drive
Freyberg Management, d/b/a Shell on LorRay, 1711 LorRay Drive
Walgreens, 1705 Commerce Drive
Kwik Trip, Inc. d/b/a Kwik Trip #615, 1740 Commerce Drive
Staples Enterprises, LLC d/b/a Express Way, 238 Belgrade Avenue

3.2 BEER OFF-SALE

Kwik Trip, Inc. d/b/a Kwik Trip #615, 1740 Commerce Drive
Croix Oil Company, d/b/a SuperAmerica, 201 Webster Avenue

MECHANICAL AMUSEMENT DEVICES

DDD Motel Corporation, d/b/a Best Western, 1111 Range Street
Nakato Bar & Grill, Inc., d/b/a Nakato Bar & Grill, 253 Belgrade Avenue
Circle Inn, Inc., d/b/a Circle Inn Bar, 232 Belgrade Avenue
Big Dog Restaurants, Inc., d/b/a Big Dog Sports Café, 1712 Commerce Drive
Ange, Inc., d/b/a Spinners Bar, 301 Belgrade Avenue
J.T.S. Enterprise Inc. d/b/a Roadhouse 169, 1006 N. River Drive
Crossroads, LLC d/b/a Crossroads Neighborhood Grill & Bar, 1750 Commerce Drive, Suite 103

REFUSE HAULERS

Hansen Sanitation, 34426 470th Street, Kasota, MN 56050
Waste Management, P.O. Box 336, Mankato, MN 56002
LJP Enterprises, Inc., 31745 410th Street, St. Peter, MN 56082
West Central Sanitation, P.O. Box 796, 4089 Abbott Drive, Willmar, MN 56201

MOBILE HOME PARK

Camelot Park of North Mankato, 1935 LorRay Drive
RCL Holding Company, d/b/a Avalon Park, 2101 Excalibur Road

TAXI

Kato Cab, 711-1/2 N. Riverfront Drive, Mankato, MN 56001
VINE Faith in Action, 421 e. Hickory Street, Mankato, MN 56001
City Cab, LLC, 104 E. Vine Street, Mankato, MN 56001
WS Transportation, LLC, 1517 Fair Street, Mankato, MN 56001

CABARET (LIVE MUSIC)

Ange, Inc., d/b/a Spinners Bar, 301 Belgrade Avenue
American Legion Post 518, 256 Belgrade Avenue
Circle Inn, Inc., d/b/a Circle Inn Bar, 232 Belgrade Avenue
Nakato Bar & Grill, Inc., d/b/a Nakato Bar & Grill, 253 Belgrade Avenue

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 8D	Dept: City Clerk	Council Meeting Date: 12/1/14																																																					
TITLE OF ISSUE: Set January 5, 2015 for bid opening on Materials and Rental Equipment for 2015																																																							
BACKGROUND AND SUPPLEMENTAL INFORMATION: Attached is the Notice to Bidders on materials and rental equipment to be bid and placed on file for the calendar year 2015.																																																							
<i>If additional space is required, attach a separate sheet</i>																																																							
REQUESTED COUNCIL ACTION: Set bid opening for January 5, 2015 for Materials and Rental Equipment Bids for 2015.																																																							
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Spears</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>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Freyberg	_____	_____	Spears	_____	_____	Steiner	_____	_____	Norland	_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td colspan="2" style="text-align: center;">Other (specify)</td> <td colspan="3" style="text-align: center;">Notice to Bidders</td> </tr> <tr><td colspan="5">_____</td></tr> <tr><td colspan="5">_____</td></tr> <tr><td colspan="5">_____</td></tr> <tr><td colspan="5">_____</td></tr> </table>		Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other (specify)		Notice to Bidders			_____					_____					_____					_____				
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MATERIALS AND RENTAL EQUIPMENT BIDS FOR 2014

BIDS CLOSE JANUARY 5, 2015

North Mankato, Minnesota

NOTICE TO BIDDERS

Bids will be received until 2:00 p.m. on January 5, 2014, by the City of North Mankato for the following:

1. Crushed rock-FOB price for each class per ton to include Class VII
2. Crushed gravel-FOB price for each class per ton
3. Pit-run sand-FOB price per ton
4. Engineered Sand-FOB price per ton
5. Screened gravel-FOB price for each class per ton
6. Riprap-FOB price for each class per ton
7. Materials for seal coating
8. CRS-2 Oil
9. CRS-2P Oil
10. CSS1-H Emulsion Oil
11. AE-150S Oil
12. Disposal of Waste Oil
13. 19/64 Chip Seal Rock-FOB
14. FA2 Class A Aggregate-FOB and Delivered
15. FA3 Class A Aggregate-FOB and Delivered
16. Ready mix concrete-per cubic yard delivered/per type (sidewalk, roadway, curb, high early)
17. Concrete Work:
 - a. 4" thick concrete walk per square ft
Include 4" Class 5 aggregate base, excavation, removal from site and backfill
 - b. 6" thick driveway/sidewalk section per square ft
Include 6" Class 5 aggregate base, excavation, removal from site and backfilling
 - c. Standard plate
Include 7" Class 5 aggregate base, excavation, removal from site and backfilling
18. Concrete Removal
 - a. Curb and gutter-LF
 - b. Slab concrete-SF
19. Per foot saw cutting
20. Hand formed curb and gutter per lineal foot-B6-12, B6-18, B6-24, S4-12, S4-18, S4-24
21. Asphalt Milling (SY)
22. Asphalt patch back around concrete (per ton)
23. Asphalt patches by square foot for 2 inch, 3 inch, 4 inch, 7 inch and 8 inch thicknesses (min. 1 ½" wear course on top)
24. Hot mix asphalt-per ton FOB
25. Backhoes
26. Trackhoes

27. Single Axle, Tandem, Tri Axle, Quad Axle and Belly Dump Trucks
28. Loaders-A) Skid, B) Wheeled
29. Dozers
30. Scraper Earthmovers
31. Seal coat chip spreader
32. Pave-Asphalt
33. Rubber tire roller
34. Concrete saw
 - a. Hand held cut-off saw
 - b. Wheeled self-propelled
35. Distributor
36. Air compressor with jackhammer
37. Frostbreaker, Hydraulic
38. Frostbreaker, Pneumatic
39. Concrete/Rock Crushing with Operator-Cubic Yard or Ton
40. Labor Rate

Additional information from City Administrator, City of North Mankato, P.O. Box 2055, North Mankato, MN 56002. Bids close January 5, 2014

- Please designate if rates include operator.
w/o= with operator
wo/o= without operator

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #8E	Department: Administration	Council Meeting Date: 12/1/2014																																		
TITLE OF ISSUE: Set Public Hearing for 7 p.m. on Monday, January 5, 2015 for Revision of Code of Ordinances.																																				
BACKGROUND AND SUPPLEMENTAL INFORMATION: Minnesota Statutes authorize the City to cause its ordinances to be revised, updated and compiled. The attached Exhibit A outlines the proposed amendments to the City Code of North Mankato along with the ordinances adopted in 2013 and 2014. A copy of the proposed ordinance to be adopted after the public hearing on January 5, 2015 is held is also attached.																																				
REQUESTED COUNCIL ACTION: Set public hearing for 7 p.m. on Monday, January 5, 2015 to amend the City Code of North Mankato.																																				
For Clerk's Use: Motion By: _____ Second By: _____ <table style="width: 100%; border: none;"> <tr> <td style="width: 15%;">Vote Record:</td> <td style="width: 10%; text-align: center;">Aye</td> <td style="width: 10%; text-align: center;">Nay</td> <td></td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Spears</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>Dehen</td> </tr> </table>	Vote Record:	Aye	Nay			_____	_____	Freyberg		_____	_____	Spears		_____	_____	Steiner		_____	_____	Norland		_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="width: 20%;">Resolution</td> <td style="width: 20%;">Ordinance</td> <td style="width: 20%;">Contract</td> <td style="width: 20%;">Minutes</td> <td style="width: 20%;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify <u>Notice of Public Hearing</u> <u>Exhibit A</u> _____ _____ _____		Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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NOTICE OF PUBLIC HEARING
TO AMEND NORTH MANKATO CITY CODE

NOTICE IS HEREBY GIVEN that the City Council of the City of North Mankato, Minnesota, will meet in the Council Chambers of the Municipal Building, 1001 Belgrade Avenue, North Mankato, Minnesota, at 7 p.m. on the 5th day of January, 2015, to hold a public hearing to amend the City Code of North Mankato to include all Ordinances adopted by the City Council in 2013 and 2014 and other amendments to the Code as necessary.

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

Dated this 1st day of December 2014.

April Van Genderen
City Clerk
City of North Mankato, Minnesota

ORDINANCE NO. 63, FOURTH SERIES

AN ORDINANCE AMENDING THE CODE OF ORDINANCES FOR
THE CITY OF NORTH MANKATO, MINNESOTA
REVISING, UPDATING AND
COMPILING CERTAIN ORDINANCES OF THE CITY DEALING WITH THE
SUBJECTS EMBRACED IN THE CODE OF ORDINANCES, AND PROVIDING
PENALTIES FOR THE VIOLATION OF THE CODE OF ORDINANCES

WHEREAS, Minnesota Statutes Section 415.02 and 415.021 authorize the City to cause its ordinances to be revised, updated and compiled;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, ordains as follows:

Section 1. All portions of the City of North Mankato Code will be revised as outlined in Exhibit A attached; and

Section 2. Ordinance Nos. 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, and 62, Fourth Series, are incorporated into the revised Code of Ordinances;

Section 3. This ordinance amending the Code of Ordinances shall be a sufficient publication of any ordinance included in it and not previously published in the City's official newspaper. The City Clerk shall cause a substantial quantity of the amended Code of Ordinances to be printed for public distribution to the public at actual cost and shall furnish a copy of the amended Code of Ordinances to the County Law Library or its designated depository. The official copy of this amended Code of Ordinances shall be marked and kept in the Office of the City Clerk.

Section 4. The Code of Ordinances is declared to be prima facie evidence of the law of the City and shall be received in evidence as provided by Minnesota Statutes by the Courts of the State of Minnesota.

Section 5. This ordinance amending the Code of Ordinances shall take effect upon publication of this ordinance in the City's official newspaper.

Adopted by the City Council of the City of North Mankato this 5th day of January 2015.

Mayor

ATTEST:

City Clerk

**EXHIBIT A
TO ORDINANCE NO. 63, FOURTH SERIES
UPDATING CODE OF ORDINANCES
CITY OF NORTH MANKATO**

CHAPTER 30: CITY GOVERNMENT.

Section 31.05 30.05 Execution of contracts and city seal

§ 30.08 DISBURSEMENT OF FUNDS AND ALLOWANCE OF ACCOUNTS.

Change the first sentence of this section as follows:

All disbursements shall be made by order signed by the Mayor, ~~and the Finance Director/City Treasurer,~~ City Clerk and one other member of the Council, duly authorized by the Council, and every such order shall specify the purpose for which the disbursement is made and indicate that it is to be paid out of the proper fund.

§ 50.04 RULES AND REGULATIONS RELATING TO MUNICIPAL UTILITIES.

(H) *Municipal utility charges a lien.*

(2) Each such charge is hereby made a lien upon the premises served. All such charges which are ~~on September 30 of each year~~ more than 30 days past due shall may be certified by the City Clerk to the County Auditor ~~between October 1 and 10 of each year,~~ and the City Clerk in so certifying such charges to the County Auditor shall specify the amount thereof, the description of the premises served, and the name of the owner thereof. The amount so certified shall be extended by the Auditor on the tax rolls against such premises in the same manner as other taxes, and collected by the County Treasurer, and paid to the city along with other taxes.

§ 52.05 WATER SERVICE LINES.

(D) A tracer wire shall be installed on all non-conductive water lines when installing a new water service or modifying an existing water line. Tracer wires shall conform to the following requirements:

(1) Twelve gauge minimum solid copper wire coated for underground use. The coating shall be blue in color.

(2) The tracer wire shall be laid in the trench alongside the water line. If splicing is necessary, a direct bury connection is required.

(3) The tracer wire shall daylight at the point of entry at the foundation of the building through PVC conduit and a blank box as a future contact point to locate the service line.

(4) Tracer wire shall be installed on new water main installations in a manner approved by the City.

(5) Tracer wire shall be tested for continuity. If the tracer wire is found to be not continuous, it must be repaired or replaced.

§ 53.22 BUILDING SEWER AND CONNECTORS.

(O) A tracer wire shall be installed on all non-conductive sewer lines when installing a new sewer service or modifying an existing sewer line. Tracer wires shall conform to the following requirements:

(1) Twelve gauge minimum solid copper wire coated for underground use. The coating shall be green in color.

(2) The tracer wire shall be laid in the trench alongside the sewer line. If splicing is necessary, a direct bury connection is required.

(3) The tracer wire shall daylight at the point of entry at the foundation of the building through PVC conduit and a blank box as a future contact point to locate the service line.

(4) Tracer wire shall be installed on new sewer main installations in a manner approved by the City.

(5) Tracer wire shall be tested for continuity. If the tracer wire is found to be not continuous, it must be repaired or replaced.

§ 92.18 PUBLIC NUISANCES AFFECTING PEACE AND SAFETY.

(F) The using or operation or permitting the using or operation of any radio receiving set, musical instrument, phonograph, paging system, machine or other device for producing or reproduction of sound in a distinctly and loudly audible manner so as to disturb the peace, quiet and comfort of any person nearby. Operation of any device referred to above between the hours of 10:00 p.m. and 7:00 a.m. in a manner so as to be plainly audible at the property line of the structure or building in which it is located, or at a distance of 50 feet if the source is located outside a structure or building shall be prima facie evidence of violation of this section. The City Council may extend the time for use or operation of any receiving set, musical instrument, phonograph, paging system, machine or other device for the production or reproduction of sound to a later period of time as determined appropriate by the City Council.

(V) (1) *Noises prohibited.*

(d) *Radios, phonographs, paging systems, and the like.* No person shall use or operate or permit the use or operation of any radio receiving set, musical instrument, phonograph, paging system, machine or other device for the production or reproduction of sound in a distinct and loudly audible manner as to unreasonably disturb the peace,

quiet, and comfort of any person nearby. Operation of any such set, instrument, phonograph, machine or other device between the hours of 10 p.m. and 7 a.m. in such a manner as to be plainly audible at the property line of the structure or building in which it is located, in the hallway or apartment adjacent, or at a distance of 50 feet if the source is located outside a structure or building, shall be prima facie evidence of a violation of this section. The City Council may extend the time for use or operation of any receiving set, musical instrument, phonograph, paging system, machine or other device for the production of reproduction of sound to a later period of time as determined appropriate by the City Council.

~~(x) Reflected glare or light from private exterior lighting exceeding 0.5 footcandles as measured on the property line of the property where the lighting is located when abutting any residential parcel.~~

§ 111.002 DEFINITIONS.

Add the following definition:

TAPROOM. A brewer (licensed under Minnesota Statute §340A.301) who sells for consumption malt liquor may produce on their premises. This license is exempt from maintaining minimum food service requirements.

§ 111.003 KINDS OF LICENSES.

(B) 3.2% malt liquor, on sale; to include taprooms;

§ 111.050 ON-SALE

An on sale 3.2% malt liquor license may be issued to drug store, restaurants, hotels/motels, clubs, bowling centers, taprooms or establishments used exclusively for the sale of 3.2% malt liquor with the incidental sale of tobacco products and soft drinks.

§ 111.155 ELIGIBLE LICENSES.

A Sunday license may be issued to a restaurant, club, blowing center, taproom, or hotel/motel which provides for the sale of good and which already holds an on-sale intoxicating liquor license. The minimum seating capacity for the food service area must be at least 30 persons. Taprooms are not subject to the minimum seating capacity for the food service area of at least thirty persons.

CHAPTER 151: RESIDENTIAL RENTAL PROPERTY LICENSING CODE.

Section

- 151.01 Title
- 151.02 Purpose
- 151.03 Scope
- 151.04 Discrimination and private contracts
- 151.05 Definitions
- 151.06 Applications

- 151.07 Action of application of rental licenses
- 151.08 Residential rental license fees
- 151.09 Sale/Transfer of ownership of licensed rental dwelling
- 151.10 License suspension or revocation
- 151.11 Conduct on licensed premises
- 151.12 Posting
- 151.13 Zoning changes
- 151.14 Off-street parking
- 151.15 Inspections
- 151.16 Agent Required
- 151.99 Penalty

§ 151.06 APPLICATIONS.

Add:

(F) Applications shall be void thirty (30) days after the date of application. Any fees paid will be non-refundable.

§ 151.07 ACTION ON APPLICATION FOR RENTAL LICENSE.

Upon receipt of a completed application and payment for all license fees, the City Clerk, or his or her designee, shall issue a license to the applicant for the specified property. All residential rental property in North Mankato must obtain a license by January 1, 2003. Such licenses will be valid for a period of 1 year unless canceled or revoked pursuant to this chapter. From January 1, 2004, forward, all licensees will be required to obtain annual renewal of their residential rental licenses on or before ~~December 15~~ January 1 of each year. If by ~~December 15~~ January 1 of each year, a rental license has not been renewed, a \$100 reinstatement fee for each ~~license~~ property will be charged in addition to the annual license fee.

§ 151.08 RESIDENTIAL RENTAL LICENSE FEES.

(A) License Fee. The annual fee shall be established by resolution of the Council. A \$25 non-refundable application fee is required for each new rental license application.

(B) License Expiration. Each license issued pursuant to this section shall have a term of one (1) year and shall expire on the 31st day of December. Payment of license fees is due and payable on or before the date of expiration of the license. All rental licenses, for which payment of license fees is over thirty (30) days past due shall be automatically canceled. Reissuance of a rental license for any property with a canceled license shall be handled as if the property were a new license. Such issuance will require the property to comply with all codes in effect at the time of the new license application.

§ 151.09 SALE/TRANSFER OF OWNERSHIP OF LICENSED RENTAL DWELLING.

Upon the sale of any licensed rental dwelling(s), the existing rental license becomes void, with the exception of the application fee. Should the subsequent owner

wish to continue rental of any previously licensed dwelling, it is necessary to apply for a new transfer of a rental license including a physical inspection of the dwelling(s) and property by the Building Official or Assistant Building Inspector.

§ 151.10 LICENSE SUSPENSION OR REVOCATION.

(D) *Effect of suspension or revocation.* In the event a rental license is suspended or revoked by the City Council it shall be unlawful for the owner or his or her duly authorized agent to thereafter permit any new occupancies of vacant, or thereafter vacated rental units, until such time as a valid rental license is restored to the affected units. The affected unit(s) shall have a rental inspection. The unit(s) will be considered a new rental and shall comply to all codes in effect at the date of the inspection.

§ 151.15 INSPECTIONS.

Upon receipt of an application for a rental license, the City shall forward a copy of such application to the inspection official. Upon receipt of such application the inspection official shall inspect the property to be licensed to determine whether such property complies with the provisions of applicable codes and statutes. No rental license shall be issued by the City unless the property complies with the provisions of codes and statutes that pertain to the property.

§ 151.16 AGENT REQUIRED.

Each license holder of a dwelling unit within the City, in which license holder does not reside within a thirty (30) mile radius of the City, as measured from the Veterans Memorial Bridge, shall appoint an agent residing within that area, upon which agent the City may serve notices pertaining to the administration of this section or of any provisions of the City Code pertaining to such dwelling unit, which service shall be as effective as if made upon such license holder. In cases where an agent is employed, the license holder shall provide the City Clerk with the full name, address and telephone number of such agent(s). A license holder shall provide written notice to the City Clerk, with the required information, whenever the agent for a licensed property is changed. The written notice shall be provided to the City Clerk within 48 hours of such change(s).

§ 154.04 GENERAL REGULATIONS.

(K) *Temporary signs.* The display of temporary signs is subject the following:

(6) At any time no more than one (1) temporary sign shall be displayed per business.

§ 154.12 B-3, GENERAL COMMERCIAL.

(C) *Maximum square footage.*

(1) Single occupant: 425 150 square feet.

(2) Multi-occupant under 20,000 square feet:

(a) 40 60 square feet per business.

(3) Multi-occupant over 20,000 square feet:

(a) 40 60 square feet per business.

§ 154.15 I-1, M-1 and M-2 INDUSTRIAL DISTRICTS.

(C) *Maximum square footage.*

(1) Buildings of less than 25,000 square feet are permitted ~~125~~ 200 square feet of total signage.

(2) Buildings of over 25,000 square feet are permitted ~~325~~ 400 square feet of total signage.

(b) 40 60 square feet per business.

(3) Multi-occupant over 20,000 square feet:

(b) 40 60 square feet per business.

§ 155.65 GENERAL.

(B) *Bond.* Prior to the making of such required improvements, the owner or subdivider may be required by the city to deposit with the City Clerk an amount equal to one and one-half times the city's estimated cost of such improvements, either in cash, letter of credit or an indemnity bond, with banks or sureties satisfactory to the city, conditioned upon the payment of all construction costs incurred in making of such improvements and all expense incurred by the city for engineering and legal fees and other expense in connection with the making of such improvements. Letters of credit are to automatically renew annually. Bonds will be approved as to form by the City Attorney.

§ 156.035 GENERALLY.

(T) *Minimum distance between buildings.* The minimum distance between privately owned primary or accessory buildings shall be ~~10-~~ 5 feet ~~in lower North Mankato and 20 feet in upper North Mankato.~~

§ 156.054 PERFORMANCE STANDARDS.

(C) (9) (f) Fences adjacent to public alleys shall maintain a 5' setback from the property line.

(C) (13) (b) Permitted outdoor construction working hours. Any residential or commercial outdoor construction, alteration, repair, enlargement or demolition project or construction activities involving the use of any kind of electric, diesel, or gas-powered machine or other power equipment shall not begin prior to 6:00 a.m. or end after 9:30 p.m. shall not be permitted except between the hours of 7:00 a.m. and 10:00 p.m. on any weekday or between the hours of 9:00 a.m. and 9:00 p.m. on any weekend or holiday.

§ 156.056 REZONING.

(B) (4) *Hearing.* Upon evidence that adequate notice has been served the Planning Commission will hold at least one public hearing on each application. The applicant or a duly authorized representative shall be present at the public hearings. Absence ~~to~~ of the applicant or a duly authorized representative shall be sufficient cause to deny the application.

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item 8F	Department: Finance	Council Meeting Date: 12/01/2014																											
TITLE OF ISSUE: Delinquent Utility Assessment Certification																													
BACKGROUND AND SUPPLEMENTAL INFORMATION: The City of North Mankato Ordinance No. 50.04 (H) provides that utility charges constitute a lien upon the premises served. Delinquent notices have been sent to the property address and to the property owner. In addition, a letter has been mailed to the property address and to the property owner notifying them the delinquent balance is the responsibility of the property owner and the balance may be certified to the County Auditor for collection with property taxes due this coming year. There are 54 accounts that have been identified for collection and a charge of seven percent (7%) will be applied to the delinquent balance when certified. The City will accept payment on the delinquent balance through December 5, 2014, before finalizing the list to be sent to the County Auditor.																													
<i>If additional space is required, attach a separate sheet</i>																													
REQUESTED COUNCIL ACTION: Consider Adoption of Resolution Declaring Costs to be Assessed for Municipal Charges.																													
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>Norland</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>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Norland	_____	_____	Spears	_____	_____	Freyberg	_____	_____	Steiner	_____	_____	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) _____ Letter sent to delinquent utility customers and property owners. _____ _____ _____	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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<input type="checkbox"/> Workshop <input checked="" type="checkbox"/> Regular Meeting <input type="checkbox"/> Special Meeting	<input type="checkbox"/> Refer to: _____ <input type="checkbox"/> Table until: _____ <input type="checkbox"/> Other: _____																												

RESOLUTION NO.

RESOLUTION DECLARING COSTS TO BE ASSESSED
FOR MUNICIPAL CHARGES

WHEREAS, pursuant to Section 50.04(H) of the North Mankato City Code providing that delinquent utility charges constitute a lien upon the premises served; and

WHEREAS, the City of North Mankato has incurred municipal charges for services rendered in accordance with the following information; and

WHEREAS, all such costs are to be assessed against the property affected thereby;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, that the following costs shall be assessed against such property in the amount and terms as specified on Exhibit A of this resolution.

Adopted by the City Council this 1st day of December 2014.

Mayor

ATTEST:

City Clerk

City of North Mankato Delinquent Utility Certification to Assessment Roll for One Year at 7%			Exhibit A	CC Date 2014-12-01 Collection Year 2015
Property Loc	PIN No.	Owner	Legal Description	Amount
719 Range St	18.012.0300	Eric A Richard	Section 12 Township 108 Range 027 S 1/2 OF N 1/2 ACRE OF SE 1/4 OF SE 1/4 OF NE 1/4 ACRES 0.25	\$ 255.46
716 Belgrade Ave	18.012.2900	Anthony M Marble	Section 12 Township 108 Range 027 "LOT NO 5 UNREC JBNELSON'S ADDN" W 3 ROD OF E 17 ROD OF S 183' OF	\$ 166.67
712 Belgrade Ave	18.012.3000	Won Brandon K	Section 12 Township 108 Range 027 W 3 RODS OF S 183' OF E 14 RODS OF NE 1/4 OF SW 1/4 AKA UNPLATED L	\$ 316.20
116 Wheeler Ave	18.107.0100	Bradley C Hanson	Section 07 Township 108 Range 026 S 160.25' OF N 867.9' OF E 70 1/3' OF W 670 1/3' OF GL 7 "EX W 27	\$ 309.70
2237 Fairbanks Dr	18.172.0180	Loera Nora E	Block 4 Lot 1 SubdivisionCd 18172 SubdivisionName NORTH GATE NO 2 Lot 9 "EX W 40'" SubdivisionCd 18413 SubdivisionName HAROLD	\$ 183.36
503 Monroe Ave	18.413.0090	Miller Michael A	ANDERSON'S ADD	\$ 143.66
1707 James Ct	18.418.0060	Thomas M Sheimo & Sheryl V Sheimo	Lot 6 SubdivisionCd 18418 SubdivisionName ATWOOD SMITH CRESTVIEW #1	\$ 268.95
109 Mary Cir	18.420.0550	Jesus M Bejarano & Leroy Deling	Block 4 Lot 3 SubdivisionCd 18420 SubdivisionName ATWOOD SMITH CRESTVIEW #3	\$ 328.40
440 Harrison Ave	18.423.0460	Brianne Eggers	Block 2 Lot 23 SubdivisionCd 18423 SubdivisionName AUDITOR'S PLAT #3	\$ 482.09
521 McKinley Ave	18.424.0030	Heichel Christopher & Michelle M Heichel	Lot "EX W 15'" LOT 4 W 30' OF LOT 3 SubdivisionCd 18424 SubdivisionName AUDITOR'S PLAT #4	\$ 408.50
1622 Sharon Dr	18.480.0090	Patty J Yahnke	Lot 9 SubdivisionCd 18480 SubdivisionName CULHANE'S ADD SEC A	\$ 113.00
924 Lyndale St	18.501.0080	Kitt Leslie	Lot N 45' LOT 8 & ALL OF LOT 9 SubdivisionCd 18501 SubdivisionName DEWEY'S SUBD	\$ 188.87
2017 Haughton Ave	18.547.0020	Randy M Hoehn & Dawn M Hoehn	Block 2 & UND INT IN COMMON AREA Lot 2 SubdivisionCd 18547 SubdivisionName BK 2 GREEN ACRE TOWNHOMES	\$ 234.88
331 McKinley Ave	18.557.1430	Davis David S	Block 25 Lot E 65' OF W 224.5' OF N 140' OF LOT 3 SubdivisionCd 18557 SubdivisionName WENDEL HODAPP'	\$ 335.17
401Pierce Ave	18.557.2200	Christopher Forman	Block E 53.5' OF N 159.5' OF S 297' OF E 264' OF BLK 27 SubdivisionCd 18557 SubdivisionName WENDEL H	\$ 157.69
1032 Quincy St	18.557.2540	Federal Home Loan Mortgage Corporation	Block W 73.25' OF E 296.75' OF N 80' OF BLK 28 SubdivisionCd 18557 SubdivisionName WENDEL HODAPP'S A	\$ 168.45
924 Range St	18.557.3260	Jason A Root & Lorene M Root	Block S 50' OF N 200' OF W 130' OF BLK 42 SubdivisionCd 18557 SubdivisionName WENDEL HODAPP'S ADD	\$ 1,187.26
900 Range St	18.557.3280	Conrad Perry L	Block S 43' OF W 135' OF S 100' OF BLK 42 SubdivisionCd 18557 SubdivisionName WENDEL HODAPP'S ADD	\$ 126.95

503 Wheeler Ave	18.560.0020	Richard W Ringler	Block 1 Lot N 100' OF LOT 7 SubdivisionCd 18560 SubdivisionName HUNT'S SECOND ADD	\$	86.44
540 Page Ave	18.612.0180	Pettit Meri F	Block 2 Lot 11 SubdivisionCd 18612 SubdivisionName LAKEVIEW ADD	\$	634.29
722 Range St	18.615.0440	Danny Lee Dougherty	Lot W 130' OF N 66' OF S 132' OF LOT D SubdivisionCd 18615 SubdivisionName STEPHEN LAMM'S ADD	\$	332.14
409 1/2 Sherman St	18.643.0110	Lloyd D Miller	Block A Lot N 56' OF LOTS 11 & 12 SubdivisionCd 18643 SubdivisionName GEORGE H MARSH'S ADD	\$	148.41
507 Sherman St	18.643.0310	Hannah Achen & Yoni Becker	Block B Lot 3 SubdivisionCd 18643 SubdivisionName GEORGE H MARSH'S ADD	\$	152.95
512 Cornelia St	18.643.0450	Richard A Mata & Richard A Mata Irr Trust	Block B Lot W 100' OF LOT 11 SubdivisionCd 18643 SubdivisionName GEORGE H MARSH'S ADD	\$	1,120.33
809 Lyndale St	18.665.0490	Us Bank National Association	Block 2 Lot 24 SubdivisionCd 18665 SubdivisionName NORTHLAWN ADD	\$	141.54
2108 North Ridge Dr	18.666.0060	Webb Sean P	Block 3 Lot 3 SubdivisionCd 18666 SubdivisionName NORTH RIDGE ESTATES	\$	199.62
1640 Pleasant View Dr #B	18.666.1050	Lloyd Lagow Partnership	Block 8 Lot 1 & 2 SubdivisionCd 18666 SubdivisionName NORTH RIDGE ESTATES	\$	165.35
1646 Pleasant View Dr #D	18.666.1050	Lloyd Lagow Partnership	Block 8 Lot 1 & 2 SubdivisionCd 18666 SubdivisionName NORTH RIDGE ESTATES	\$	223.13
2453 North Ridge Dr	18.667.0120	Thomas R Johnson	Block 1 Lot 12 SubdivisionCd 18667 SubdivisionName NO RIDGE ESTATES #2	\$	80.49
1022 Shady Oak Dr	18.682.0120	Kirk & Vicki Schweim	Block 2 Lot 2 SubdivisionCd 18682 SubdivisionName OAK FOREST ACRES #2	\$	518.86
423 Belgrade Ave	18.685.0430	Timothy Mcdonald & Karen J Mcdonald	Block 4 Lot WLY 60' OF LOT 4 SubdivisionCd 18685 SubdivisionName ORIGINAL PLAT	\$	589.95
312 Nicollet Ave	18.685.0880	Wilén Michael J & Rhonda R Dass	Block 5 Lot W 30' OF LOT 15 & E 15' OF LOT 14 SubdivisionCd 18685 SubdivisionName ORIGINAL PLAT	\$	110.33
1052 Marie Ct	18.747.0160	Fritz Todd T & Jennifer P Fritz	Lot 16 SubdivisionCd 18747 SubdivisionName REED'S ADD	\$	450.76
826 South Ave	18.768.0060	Ybarra Peter & Jessica Ybarra	Lot 6 SubdivisionCd 18768 SubdivisionName HENRY ROBEL'S 2ND ADD	\$	579.11
237 Belgrade Ave	18.802.0130	Demars Properties Llc	MAP #22 07 351 007 RECORD 37156A-7,43433;50955;67410; 70893; E25' LOT 8 BLK 6	\$	60.00
237 1/2 Belgrade Ave	18.802.0130	Demars Properties Llc	MAP #22 07 351 007 RECORD 37156A-7,43433;50955;67410; 70893; E25' LOT 8 BLK 6	\$	78.42
424 South Ave	18.803.0180	Sheila M Anderson	Block 9 Lot 18 SubdivisionCd 18803 SubdivisionName SUBD OF BLK 7	\$	213.50
337 Nicollet Ave	18.803.0480	John M Huiras	Block 11 Lot E1/2 OF LOT 9 & N12' OF E66.50' OF LOT 10 SubdivisionCd 18803 SubdivisionName SUBD OF B	\$	259.69
19 Patricia Ct	18.813.0010	Meier Kelly S	Block 1 Lot 1 SubdivisionCd 18813 SubdivisionName SAUCIER ADDITION #2	\$	239.12

1690 Valley View Dr	18.853.0090	Anderson Wade A & Nicole R Riemer	Block 1 Lot 9 SubdivisionCd 18853 SubdivisionName VALLEY VIEW SUBD #3	\$	250.95
248 Nicollet Ave #1	18.857.0010	Van Eman Holdings Llc	Block 1 Lot 1 SubdivisionCd 18857 SubdivisionName VALLEY NATL SUBD	\$	64.89
248 Nicollet Ave #3	18.857.0010	Van Eman Holdings Llc	Block 1 Lot 1 SubdivisionCd 18857 SubdivisionName VALLEY NATL SUBD	\$	110.20
252 Nicollet Ave #6	18.857.0010	Van Eman Holdings Llc	Block 1 Lot 1 SubdivisionCd 18857 SubdivisionName VALLEY NATL SUBD	\$	280.16
333 Page Ave	18.876.0180	Craig A & Jaci J Hanson	Block 3 Lot 8 & E 15' OFLOT 9 SubdivisionCd 18876 SubdivisionName WHEELER'S AMENDED	\$	457.95
306 Page Ave	18.877.0040	Lorena J Lund	Block 2 Lot 3 "EX NLY 36" SubdivisionCd 18877 SubdivisionName WHEELER'S 2ND ADD	\$	127.48
721 Garfield Ave	18.880.0070	Dcw Properties Llc	Lot 7 SubdivisionCd 18880 SubdivisionName WINDMILLER ADD	\$	376.27
1630 Nottingham Dr	18.881.0010	Sathoff Ryan M	Block 1 Lot 1 SubdivisionCd 18881 SubdivisionName WINDSOR GREEN TNH/B1MAP # 21 11 282 001 RECORD # 4	\$	349.71
1632 Nottingham Dr	18.881.0020	Huggins Kelly	Block 1 Lot 2 SubdivisionCd 18881 SubdivisionName WINDSOR GREEN TNH/B1MAP # 21 11 282 002 REC#46887;	\$	233.67
1933 Lancelot Ln	18.950.4090	Wesley Jeff & Pamela Wesley	Lot 1933 SubdivisionCd 18431 SubdivisionName AVALON MOBILE HOME PARKMAKE: DUTCH YEAR: 2000 SIZE:	\$	463.63
2001 Lancelot Ln	18.950.4230	Davis Tammy Rae	Lot 2001 SubdivisionCd 18431 SubdivisionName AVALON MOBILE HOME PARKMAKE: FRIENDSHIP YEAR: 2002 SI	\$	151.10
2046 Morgan Way	18.950.4411	Benjamin Gersch	Lot 2046 SubdivisionCd 18431 SubdivisionName AVALON MOBILE HOME PARKMAKE: FAIRMONT YEAR: 1995 SIZE	\$	206.57
2064 Excalibur Ln	18.950.4445	Anderson Marissa	Lot 2064 SubdivisionCd 18431 SubdivisionName AVALON MOBILE HOME PARKMAKE: DUTCH YEAR: 2000 SI	\$	209.76
1915 Round Table Ln	18.950.4890	Yock Jeff	Lot 1915 SubdivisionCd 18431 SubdivisionName AVALON MOBILE HOME PARKMAKE: SCHULT YEAR: 2001 SIZE:	\$	112.18
1926 Round Table Ln	18.950.4920	Fienen Joel & Tammy Fienen	Lot 1926 SubdivisionCd 18431 SubdivisionName AVALON MOBILE HOME PARKMAKE: SCHULT YEAR: 2001 SIZE	\$	301.38
				\$	15,455.59



City of North Mankato - Utility Billing

1001 Belgrade Avenue, P.O. Box 2055, North Mankato, MN 56002-2055

November 21, 2014

«NAME»
«Property_Loc»
«City» «State» «Zip»

Account Number: «ACCOUNT»
Service Address: «Property_Loc»
Property ID: «PIN»

The City of North Mankato Ordinance No. 50.04 (H) provides that utility charges constitute a lien upon the premises served. If you are the owner and rent out the property, you are ultimately responsible for any unpaid utility charges. Accounts which are delinquent may be certified to the County Auditor for collection with property taxes due this coming year.

The service address above has a delinquent balance of \$, which will be approved for certification to the County Auditor at the City Council's December 1, 2014, meeting. In addition, a seven percent (7%) annual rate of interest will be applied to the delinquent balance. If you wish to avoid interest charges, payment of the delinquent balance must be received or postmarked with the payment stub (below) by December 5, 2014, to:

City of North Mankato
Attn: Utility Billing
1001 Belgrade Avenue
P.O. Box 2055
North Mankato, MN 56002-2055

If you recently sent a payment or if you have a question regarding this notice, please call our utility billing customer service representative at (507) 625-4141. Thank you for your cooperation in this matter.

Sincerely,

Clara Thorne
Finance Director

Cc: «Owner»

Please return this payment stub with your check. Thank you.

Account Number: «ACCOUNT»
Service Address: «Property_Loc»
Property ID: «PIN»

Delinquent balance: \$«DELINQUENT»
(Please pay by December 5, 2014)