

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 July 7, 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 and Spears, City Administrator Harrenstein, Finance Director Thorne, Attorney Kennedy, City Clerk Gehrke, Planner Fischer and Public Works Director Swanson. Absent: Council Member Steiner.

Approval of Agenda

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

Approval of Minutes

Council Member Norland moved, seconded by Council Member Freyberg, to approve the minutes of the Council meeting of June 16, 2014. Vote on the motion: Norland, Freyberg, Spears and Dehen, aye; no nays. Motion carried.

Public Hearing, 7 p.m. – Consider Amendments to City Code, Title XI, Business Regulations, Chapter 110 General Business Regulations and Licensing, Section 110.22 Tobacco

The Mayor opened the public hearing to consider amendments to the City Code, Title XI, Business Regulations, Chapter 110 General Business Regulations and Licensing, Section 110.22 Tobacco. A copy of the Notice of Public Hearing and Affidavit of Publication were included in the packet. Cap O'Rourke, Minneapolis, appeared before the Council in support of allowing e-cigarettes in public places. The following appeared in support of aligning the use of e-cigarettes in accordance with the Indoor Clean Air Act: Chris Crocker, 25 Arlington Court; Chip Gay, 111 Cedar Street, Mankato; Dr. Steve Penkhus, 36 Trail Drive, Mankato; Scott Carlson, 1566 Edgewood Boulevard; Erin Simmons, 52698 Valley View Circle, American Lung Association; and Jon Anderson, 837 Nicollet Avenue. With 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. 43-14 Approving Donations/Contributions/Grants.
- C. Res. No. 44-14 Appointing Election Judges for Primary Election to be held on Tuesday, August 12, 2014 and General Election to be held on Tuesday, November 4, 2014.
- D. Special Liquor License for Steinmeyer, Inc. dba Benderz, 503 Belgrade Avenue, for July 11-12, 2014.
- E. Large Group Permit for Mankato Clinic Company Picnic, Wheeler Park, July 25, 2014, from 5-9 p.m.

Vote on the motion: Norland, Freyberg, Spears and Dehen, aye; no nays. Motion carried. The Mayor thanked all who donated to the North Mankato Taylor Library and the Adopt-A-Family Swim Pass Program.

Public Comments

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

Business Items:**Ord. No. 58, Fourth Series, Amending North Mankato City Code, Title XI, Business Regulations, Chapter 110 General Business Regulations and Licensing, Section 110.22 Tobacco and Electronic Delivery Devices**

Attorney Kennedy presented Ord. No. 58 Fourth Series, to amend the North Mankato City Code relating to Section 110.22 Tobacco and Electronic Delivery Devices. He reported that a moratorium was placed on any decision regarding e-cigarettes, sampling or hookah bars until August 2014. He stated this ordinance adds electronic delivery device regulations and restrictions including licenses, fees and violations. The ordinance prohibits the use of any electronic delivery device anywhere smoking is prohibited by the Minnesota Clean Indoor Act and nothing in the ordinance authorizes smoking in any location where smoking is restricted by other applicable laws. **Council Member Freyberg moved, seconded by Council Member Norland, to adopt Ord. No. 58, Fourth Series, Amending North Mankato City Code, Title XI, Business Regulations, Chapter 110 General Business Regulations and Licensing, Section 110.22 Tobacco and Electronic Delivery Devices.** Council Member Spears moved to amend Ord. No. 58 removing Section 110.22.B (4) which prohibits the use of any electronic delivery device anywhere smoking is prohibited by the Minnesota Clean Indoor Act. This motion died for lack of a second. **Vote on the Ordinance: Norland, Freyberg and Dehen, aye; Spears, nay. Motion carried.**

Res. No. 45-14 Awarding the Sale of General Obligation Bonds, Series 2014A

The City Administrator reported the City was successful in the sale of General Obligation Bonds, Series 2014A, to fund improvements to Roe Crest-Noretta-Belgrade Ravine, purchase municipal sanitary waste carts, the main lift station upgrade and new well. Rusty Fifield, Northland Securities, Inc., appeared before the Council with recommendations on the sale of \$2,845,000 General Obligation Bonds, Series 2014A, conducted on July 7, 2014 and reported four bids were received. He reported the interest rate was higher than planned but is mitigated since premium bonds were bid resulting in a net cost of \$55,000 over the life of the bonds. Mr. Fifield reported Standards & Poor's notified Northland Securities that the City's AA bond rating was confirmed prior to the bond sale taking place on July 7, 2014. The rating report acknowledged the strong management conditions with good financial practices and a projected stable outlook with growth in the tax base and continued positive financial performance with policies and framework in place to maintain that rating. Four bids were received for the Series 2014A issue as follows:

Bidder	Net Interest Cost	True Interest Cost
Sterne, Agee & Leach, Inc.	\$659,814.53	2.6712481%
Raymond James & Associates, Inc.	\$675,537.70	2.7490612%
FTN Financial Capital Markets	\$674,836.49	2.7498220%
Robert W. Baird & Co., Inc.	\$736,422.35	3.0547032%

Council Member Freyberg moved, seconded by Council Member Norland, to adopt Res. No. 45-14 Awarding the Sale of General Obligation Bonds, Series 2014, to Sterne, Agee & Leach, Inc. for the net interest cost of \$659,814.53 and a true interest rate of 2.6712481%. Vote on the Resolution: Norland, Freyberg, Spears and Dehen, aye; no nays. Motion carried.

Purchase of Otto Carts

Administrator Harrenstein reported that RFP's for the purchase of garbage and recycling carts were part of the RFP for solid waste and recycling services. Susan Young, Foth Infrastructure & Environment, LLC, appeared before the Council and reported that five companies responded to the City's Request for Proposals (RFP) for residential roll-out carts for solid waste and recycling, with all

quotes being competitive. She reported that two sizes of recycling carts, 65-gallon and 95-gallon, and three sizes for solid waste, 35- gallon, 65-gallon and 95-gallon, will allow residents to use the size best suited for their needs. A larger recycling cart does encourage people to recycle more. The three sizes of garbage carts is important for several reasons. Those families with a large amount of garbage will be able to enclose their garbage in one cart. Alternately, those families with a small amount of garbage will be charged less. Samples of all the carts quoted were sent to the City. Ms. Young reported the City staff/consultant team evaluated the quality of the carts proposed by each manufacturer and Otto was determined to have the most suitable carts and services based on North Mankato's needs. She reported that some Otto carts which were put into service in 1987 are still in service today. Administrator Harrenstein reported the color choice is dark grey and samples are in the Finance Office for residents to stop and look at them. Carts will also be placed in other high-traffic areas in the City for residents to view. **Council Member Norland moved, seconded by Council Member Freyberg, to approve the purchase of Otto carts for waste collection and recycling. Vote on the motion: Norland, Freyberg, Spears and Dehen, aye; no nays. Motion carried.**

Property and Casualty Insurance Renewal and Workers' Compensation Renewal

Jay Weir, Weir Insurance Agency, appeared before the Council and presented the renewal rates from the League of Minnesota Cities Insurance Trust for the property and casualty insurance and workers' compensation insurance for 2014-2015. Mr. Weir reported the League of Minnesota Cities Insurance Trust has provided insurance for the City since 1980. Property/casualty and workers' compensation insurance premiums for 2014-2015 total \$282,972 compared to the prior period of \$262,478. The League of Minnesota Cities Insurance Trust has been returning dividends since 1987 and last year the City received a dividend of \$54,186. Council Member Spears asked if Mr. Weir was confident the dividends would continue. **Council Member Norland moved, seconded by Council Member Freyberg, to approve renewal of the property and casualty insurance and workers' compensation insurance with the League of Minnesota Cities Insurance Trust for 2014-2015. Vote on the motion: Norland, Freyberg, Spears and Dehen, aye; no nays. Motion carried.**

Request for Donation to Children's Museum

Administrator Harrenstein reported the request for donation to the Children's Museum has been deferred at this time.

2013 Comprehensive Annual Financial Report (CAFR)

Kyle Meyers, Abdo, Eick & Meyers, appeared before the Council to present the Comprehensive Annual Financial Report (CAFR) for the year ended December 31, 2013. Mr. Meyers gave a PowerPoint presentation recapping the year's activities and reported a Minnesota Legal Compliance finding of insufficient collateral coverage at year-end with the correction made in January 2014. He reported the City received the GFOA Certificate for 2012 for the 26th year. GASB 61 was implemented but had no effect on reporting for 2013 and the Port Authority Component Unit will be blended in 2014 since all the Council Members are on the Port Authority Commission. Mr. Meyers reviewed the General Fund balance as a percent of next year's budget, 2013 General fund operations, General fund revenue by source, General fund expenditures, Special Revenue funds, Debt Service funds and Capital Projects funds. Mr. Meyer also reviewed the Enterprise Funds cash flows for water utility, sewer utility, sanitary collection fund and storm water fund. He presented a ratio analysis of the City's peer group for debt to assets, debt service coverage, debt per capita, taxes per capita, current expenditures per capita, capital expenditures per capita, capital assets % left to depreciate for government and business-type, and reported the City is in line with the peer group. Mr. Meyers commended the City Administrator and Finance Director for their work preparing for the CAFR.

Council Member Freyberg referenced the comments on Page 6 of the Management Letter about the percentage of unassigned fund balance and a policy assigning the intended use of fund balance. He noted this comment has been in the last several CAFR reports. Administrator Harrenstein reported discussions were held regarding this subject during the process for the Debt Service Study which was completed within the past year. A copy of the 2013 Comprehensive Annual Financial Report will be on file at the North Mankato Taylor Library and Municipal Building, is posted online, and any questions may be directed to the Finance Director. **Council Member Norland moved, seconded by Council Member Freyberg, to accept the 2013 Comprehensive Annual Financial Report (CAFR). Vote on the motion: Norland, Freyberg, Spears and Dehen, aye; no nays. Motion carried.**

City Administrator and Staff Comments

Administrator Harrenstein reported staff was pleased with the results of the 2013 Comprehensive Annual Financial Report and the rating from S & P who re-affirmed the City's AA rating.

Mayor and Council Comments**Council Member Spears**

Council Member Spears requested an accounting of the Caswell Park tournament expenses. The Finance Director will provide this information.

Mayor

Mayor Dehen reported Fun Days will be held July 9-13, 2014 with the grand parade held on Saturday, July 12, 2014 at 11 a.m. This year the parade will be recorded by Bethany College for broadcast on CCTV. The kiddie parade will be held at 6:15 p.m. on Friday, July 11, 2014 and the annual horseshoe tournament will be held Friday evening. The Mayor reported that next year is the 50th anniversary of Fun Days.

The Mayor reported that no Coffee with the Council will be held in July but Fun Days will give residents an opportunity to visit with their Council Members.

Public Comments

The Mayor opened the meeting to the public for the second time with no one appearing.

There being no further business, on a motion by Council Member Norland, seconded by Council Member Freyberg, the meeting was adjourned at 8:33 p.m.

Mayor

City Clerk

CLAIM REPORT
FOR REGULAR COUNCIL MEETING OF JULY 21, 2014

78195	League of Minnesota Cities	professional services for lawsuit-Port Authority	\$7,094.22
78196	Navitor Midwest	business cards-Police Dept.	\$99.11
78197	University of Minnesota	registration fee for workshop-Park Dept.	\$200.00
78198	Effah, Benjamin	stipend-Gen Gov	\$288.00
78199	ICMA Retirement Trust - 457	employee payroll deductions	\$3,773.85
78200	ICMA Retirement Trust - Roth IRA	employee payroll deductions	\$685.00
78201	PowerPlan	equipment parts-Street & Park Depts.	\$92.87
78202	Charter Communications	high speed data service-All Depts.	\$463.96
78203	Enventis	telephone & internet bill-All Depts.	\$3,741.70
78204	LJP Enterprises, Inc.	trailer rent-Recycling	\$600.00
78205	Mankato Ford, Inc.	2014 Ford Fusion-Capital Facilities	\$19,022.50
78206	AT & T Mobility	cell phone bill-Bookmobile	\$25.35
78207	Cardmember Service	charge card items-All Depts.	\$12,437.48
78208	LEEP Summer Rec	refund swim pass punch cards	\$90.00
78209	Verizon Wireless	cell phone bill-Gen Gov, Comm Dev & Police	\$146.99
78210	Minnesota Dept. of Labor & Industry	electrical inspection-Park Dept.	\$70.00
78211	MMFL State Tournament	10% concession stand sales tournament 7/12-7/13	\$314.08
78212	Cincinnati Insurance Co.	insurance premium-Public Access	\$2,929.00
78213	Nicollet County Recorder	recording of Warranty Deed for Cemstone-Port Auth	\$46.00
78214	Nicollet County Treasurer	State Deed Tax for Cemstone-Port Authority	\$990.00
	A & B Transmissions	equipment parts-Police & Cap Fac	\$2,623.00
	A-1 Key City Locksmiths, Inc.	keys-Caswell & Water	\$12.00
	Abdo, Eick & Meyers	audit service-All Depts.	\$14,220.00
	Advanced Air Apparatus, Inc.	testing of air compressors & hydro test-Fire Dept.	\$1,958.00
	All American Towing	towing charge-Street Dept.	\$150.00
	Allstate Peterbilt LLC	July tax settlement-TIF 21 Allstate Peterbilt	\$13,529.98
	Ameripride Services	mats-Library	\$60.76
	American Pest Control	professional service-Recycling	\$65.00
	American Test Center	ladder testing-Fire Dept.	\$1,055.00
	AmLawn, Inc.	mowing-Park Dept.	\$1,155.00
	Angie's Artisan Treats	items for concessions-Caswell	\$328.20
	Apt Machining & Fabricating, Inc.	equipment part-Street Dept.	\$35.00
	Baker & Taylor	books-Library	\$33.98
	Border States Electric Supply	equipment parts-Swim Facility	\$893.59
	Brick House Graphics	Play & Learn project-Library	\$51.00

CLAIMS CONTINUED

Bureau of Criminal Apprehension	quarterly CJDN connection fee-Police Dept.	\$270.00
Carquest Auto Parts	equipment parts & supplies-All Depts.	\$550.21
Cemstone Concrete Materials	concrete-Park Dept.	\$170.00
City of Mankato	water bill-Public Access	\$24.51
Computer Technology Solutions	mount & install television-Library	\$150.00
Connect Business Magazine	ad-Port Authority	\$479.00
Crysteel Truck Equipment	equipment parts-Street & Cap Fac	\$1,471.20
Culver's of North Mankato	items for concessions-Caswell	\$100.00
DH Athletics	mosquito control-Park Dept.	\$70.00
Dalco	pallet wrap-Recycling	\$65.26
DEMCO, Inc.	supplies-Library	\$158.82
Diamond Vogel	paint & equipment parts-Street Dept.	\$3,130.92
Drummer's Garden Center	fertilizer & plants-Park Dept.	\$292.91
Emergent Networks	repairs due to storm damage-Library	\$88.51
Fastenal Company	equipment parts-Street Dept.	\$6.79
Ferguson Enterprises	pipe-Park Dept.	\$411.92
First Line/Leewes Ventures	items for concessions-Caswell	\$158.80
FleetPride	equipment parts-Street, Park & Water	\$385.47
Free Press	ads-All Depts.	\$1,461.67
G & H Ready Mix	concrete for water main break-Water Dept.	\$758.00
G & L Auto Supply	equipment parts & supplies-All Depts.	\$1,983.69
G & K Services	uniform & towel service-Street & Shop	\$369.09
Gangelhoff, Brian	travel expense for training-Police Dept.	\$164.99
Gopher State One-Call	one-call locates-Comm Dev	\$285.95
Hansen Sanitation	refuse pickup-All Depts.	\$1,735.23
Hawkins, Inc.	chemicals-Swim Fac & Water	\$5,755.91
Hiniker Homes, Inc.	supplies-Swim Facility	\$189.25
Horvick, Inc.	supplies-Park Dept.	\$9.12
Howard Drive LLC	July tax settlement-TIF 17 National Dentex	\$7,670.56
Ingram Library Services	books-Library & Bookmobile	\$1,638.92
JT Services	light poles & fixtures-Park & Sales Tax	\$7,983.00
Keeley Farm Drainage & Landscape	patio steps for Wheeler building-Park Dept.	\$384.06
Keller, J.J. & Associates, Inc.	drug testing-All Depts.	\$520.00
Kennedy & Kennedy Law Office	legal services-Attorney	\$8,316.12
Key City Auto Parts, Inc.	equipment for new vehicle-Cap Fac	\$75.00
Kussmaul Electronics	equipment parts-Bookmobile	\$122.31
LJP Enterprises, Inc.	trailer rent-Recycling	\$600.00
LJP Enterprises of St. Peter	wire baling-Recycling	\$180.00
LJP Waste & Recycle	transportation charges-Recycling	\$583.20
LJP Enterprises	July tax settlement-TIF 18 LJP Enterprises	\$40,019.99

CLAIMS CONTINUED

Lakes Gas Co.	LP gas-Recycling	\$285.00
Lakeshore Learning Materials	materials for learning center & summer reading	\$209.23
Larkstur Engineering	supplies-Street Dept.	\$17.79
L.M.C.I.T.	Workers' Comp insurance	\$116,008.00
L.M.C.I.T.	claim #C0031458-Street Dept.	\$1,540.70
Lindsay Window & Door	July tax settlement-TIF 22 Lindsay	\$8,162.39
Little Falls Machine, Inc.	equipment parts-Street Dept.	\$27.64
Mankato Ford, Inc.	equipment parts-Police & Cap Fac	\$302.06
Mankato Motor Co.	equipment parts-Park Dept.	\$301.51
Matheson Tri-Gas	welding supplies-Shop	\$96.35
Menards-Mankato	supplies-Gen Gov & Swim Fac	\$81.24
Metro Sales, Inc.	copier maintenance-Gen Gov	\$191.00
Midwest Playscapes, Inc.	supplies-Park Dept.	\$661.60
Minnesota Iron & Metal Co.	building materials for Soccer fields-Sales Tax	\$63.00
Minnesota Pipe & Equipment	equipment parts & water meter-Water Dept.	\$2,356.02
Minnesota Valley Testing Lab	sample testing-Sewer Dept.	\$118.50
Minnesota Waste Processing	processing fees-Solid Waste	\$22,497.28
Mobile Glass Service	equipment parts-Street Dept.	\$528.00
Moss & Barnett	legal services-Public Access	\$1,161.00
MTI Distributing	equipment parts-Gen Gov, Caswell & Park	\$1,721.99
Mulcahy Company	equipment parts-Swim Fac	\$1,821.13
National Insurance Services of WI, Inc.	life insurance for August	\$546.06
National Insurance Services of WI, Inc.	long term disability insurance for August	\$1,155.01
National Insurance Services of WI, Inc.	voluntary life insurance for August	\$68.50
Neopost USA	postage meter rental-Water & Sewer Depts.	\$294.00
Newman Traffic Signs	supplies-Street Dept.	\$310.63
North Mankato Firemen's Relief Assn.	1st half City contribution-Fire Dept.	\$6,836.50
Nuss Truck & Equipment	equipment for new vehicle-Cap Fac	\$1,022.34
O'Reilly Auto Parts	supply-Water Dept.	\$7.49
OverDrive, Inc.	downloadable audio/ebooks-Library	\$684.24
Paragon Printing, Mailing & Specialties	stuffers & water bill mailing-All Depts.	\$2,583.44
Pepsi-Cola of Mankato, Inc.	pop for concessions-Caswell	\$5,178.60
Petty Cash, Clara Thorne	petty cash items-All Depts.	\$100.38
Praxair Distribution, Inc.	equipment parts-Shop	\$19.28
Radio Mankato	ad-Library	\$28.00
Ramy Turf Products	fertilizer, seed & erosion control-Park Dept.	\$714.10
Reliance Electric of Southern Minnesota	equipment parts-Swim Facility	\$2,242.16
Rickway, Inc.	supplies-Gen Gov & Public Access	\$69.17
Ruffridge Johnson Equipment Co., Inc.	equipment parts-Street Dept.	\$453.95
Sawatzky Pools, Inc.	chemicals-Swim Facility	\$136.94

CLAIMS CONTINUED

Seppman, Jadd & Sons, Inc.	professional service-Sewer Dept.	\$1,480.00
Seppman, Jadd & Sons, Port Restroom	portable restroom rental-Comm Dev	\$400.00
Sherwin-Williams	paint -Caswell & Water	\$454.63
Southern Minnesota Construction	rock, asphalt & emulsion oil-Street, Park & Water	\$8,136.61
SPS Companies, Inc.	plumbing supplies & equipment parts-Park & Water	\$357.11
Staples Advantage	supplies-All Depts.	\$1,082.10
Theuninck Wilson Properties	property tax abatement-Comm Dev	\$30,014.90
Three Eagles Communications	ArtSplash promo-Library	\$425.00
Tire Associates	tires & tire repairs-All Depts.	\$3,425.16
Tougas, Joseph	create logo & market campaign Imagination Station	\$1,150.00
US Foods	items for concessions-Caswell	\$1,353.84
Uniforms Unlimited, Inc.	badges-Police Dept.	\$522.00
Viking Electric Supply	electrical supplies-All Depts.	\$715.04
Wells Fargo Corporate Trust Service	interest on bonds	\$309,135.01
Wenzel Auto Electric Co.	equipment parts-Gen Gov & Street	\$231.02
Ziegler Mankato LLC	July tax settlement-TIF 20 Ziegler	<u>\$47,734.69</u>
Total		<u><u>\$765,290.33</u></u>

CLAIMS CONTINUED

General	\$221,301.22
Community Development Block Grant	\$171.48
Local Option Sales Tax	\$6,490.64
Port Authority	\$10,225.26
Capital Facilities & Equipment Replacement-General	\$22,527.45
TIF 17 National Dentex	\$7,670.56
TIF 18 LJP Enterprises	\$40,019.99
TIF 20 Ziegler	\$47,734.69
TIF 22 Lindsay	\$8,162.39
TIF 21 Allstate Peterbilt	\$13,529.98
Capital Improvement Bonds of 2008	\$17,467.50
GO Improvement Bond of 2004	\$10,712.50
GO Improvement Bond of 2005	\$4,680.00
GO Improvement Bond of 2007	\$10,045.63
Go Improvement Bond of 2008	\$15,395.00
GO Refunding Bond of 2010	\$49,962.50
GO Refunding Bond of 2012A	\$1,331.25
GO Port Authority Revenue Bonds of 1993A, 1994A, 1998A	\$15,948.13
GO Port Authority Bonds 2011A	\$48,528.13
Port Authority Tax Increment Revenue Bonds 2011B	\$10,020.00
Port Authority Tax Increment Bonds 2001	\$17,753.75
Water	\$92,559.39
Sewer	\$31,139.95
Recycling	\$29,662.75
Storm Water	\$4,392.47
Solid Waste	\$23,012.03
Public Access	\$4,845.69
	<hr/>
Total	<u><u>\$765,290.33</u></u>

PORT AUTHORITY INVOICES
FOR REGULAR COUNCIL MEETING OF JULY 21, 2014

League of Minnesota Cities	professional services for lawsuit-Port Authority	\$7,094.22
Nicollet County Recorder	recording of Warranty Deed for Cemstone-Port Auth	\$46.00
Nicollet County Treasurer	State Deed Tax for Cemstone-Port Authority	\$990.00
Abdo, Eick & Meyers	audit service-Port Authority	\$1,342.00
Allstate Peterbilt LLC	July tax settlement-TIF 21 Allstate Peterbilt	\$13,529.98
Connect Business Magazine	ad-Port Authority	\$479.00
Free Press	ad-Port Authority	\$274.04
Howard Drive LLC	July tax settlement-TIF 17 National Dentex	\$7,670.56
LJP Enterprises	July tax settlement-TIF 18 LJP Enterprises	\$40,019.99
Lindsay Window & Door	July tax settlement-TIF 22 Lindsay	\$8,162.39
Wells Fargo Corporate Trust Service	interest on bonds	\$92,250.01
Ziegler Mankato LLC	July tax settlement-TIF 20 Ziegler	\$47,734.69
Total		<u>\$219,592.88</u>

RESOLUTION NO.

RESOLUTION APPROVING DONATIONS/CONTRIBUTIONS/GRANTS

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

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

Donor of Gift	Restriction on Gift	Amount
Diana B. Thompson	General Fund – Library Book Club Bag	\$100.00
Traverse des Sioux	General Fund – Library Special Programs	\$179.00

Adopted by the City Council this 21st day of July 2014.

Mayor

City Clerk

RESOLUTION NO.

RESOLUTION WAIVING WAITING PERIOD
FOR EXEMPTION FROM LAWFUL GAMBLING LICENSE FOR
HOLY ROSARY CHURCH

WHEREAS, Holy Rosary Church has made application for exemption from a charitable gambling license to conduct a raffle on November 28, 2014 at Holy Rosary Church located at 546 Grant Avenue within the City of North Mankato, Minnesota, which application was received by the City on July 11, 2014;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, that the City waives the mandatory waiting period concerning the issuance of an exemption from lawful gambling license concerning the above-identified organization.

Adopted by the City Council this 21st day of July 2014.

Mayor

ATTEST:

City Clerk

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total prize value for the year will be \$1,500 or less, contact the licensing specialist assigned to your county.

Application fee (non refundable)

If application is postmarked or received 30 days or more before the event **\$50**; otherwise **\$100**.

ORGANIZATION INFORMATION

Organization name
Church of the Holy Rosary

Previous gambling permit number
X-03302-13-013

Minnesota tax ID number, if any Federal employer ID number (FEIN), if any

Type of nonprofit organization. Check one.

☐ Fraternal ☒ Religious ☐ Veterans ☐ Other nonprofit organization

Mailing address City State Zip code County
440 Forest Heights Dr North Mankato MN 56003 Nicollet

Name of chief executive officer [CEO] Daytime phone number E-mail address
Rev. Paul van de Crommert 507-380-1355 pstreit@hickorytech.net

NONPROFIT STATUS

Attach a copy of ONE of the following for proof of nonprofit status.

Nonprofit Articles of Incorporation OR a current Certificate of Good Standing.

Don't have a copy? This certificate must be obtained each year from:
Secretary of State, Business Services Div., 60 Empire Drive, Suite 100, St. Paul, MN 55103
Phone: 651-296-2803

IRS income tax exemption [501(c)] letter in your organization's name.

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS at 877-829-5500.

X IRS - Affiliate of national, statewide, or international parent nonprofit organization [charter]

If your organization falls under a parent organization, attach copies of **both** of the following:

- IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
- the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted. For raffles, list the site where the drawing will take place.
Holy Rosary Church

Address [do not use PO box] City or township Zip code County
546 Grant Avenue North Mankato, MN 56003 Nicollet

Date[s] of activity. For raffles, indicate the date of the drawing.
November 28, 2014

Check each type of gambling activity that your organization will conduct.

☐ Bingo* ☒ Raffle [total value of raffle prizes awarded for year \$_____] ☐ Paddlewheels* ☐ Pull-tabs* ☐ Tipboards*

***Gambling equipment** for bingo paper, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo.

To find a licensed distributor, go to www.gcb.state.mn.us and click on **Distributors** under the **WHO'S WHO? LIST OF LICENSEES**, or call 651-539-1900.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT**CITY APPROVAL
for a gambling premises
located within city limits**

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days [60 days for a 1st class city].
- ☐ The application is denied.

Print city name City of North MankatoSignature of city personnel [Signature]Title City Clerk Date 7-11-14**Local unit of government must sign****COUNTY APPROVAL
for a gambling premises
located in a township**

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days.
- ☐ The application is denied.

Print county name _____

Signature of county personnel _____

Title _____ Date _____

TOWNSHIP. If required by the county.

On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits.

[A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.166.]

Print township name _____

Signature of township officer _____

Title _____ Date _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief executive officer's signature [Signature] Date 7/11/2014Print name Rev. Paul van de Crommert**REQUIREMENTS****Complete a separate application for:**

- all non-consecutive days, or
- all gambling conducted on one day (at multiple locations).

Send application with:

- ☐ a copy of your proof of nonprofit status, and
- ☐ application fee (non refundable). Make check payable to "State of Minnesota."

To: Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Financial report and recordkeeping required

A financial report form and instructions will be included with your permit, or use the online fill-in form available at www.gcb.state.mn.us.

Within 30 days of the event date, complete and return the financial report form to the Gambling Control Board.

Questions?

Call the Licensing Section of the Gambling Control Board at 651-539-1900.

This form will be made available in alternative format (i.e. large print, Braille) upon request.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board.

All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to: Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney

General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

CITY OF NORTH MANKATO PARK PERMIT

This permit does reserve space in a City Park.

Large Group

PERMIT #: 1 -2015 SHELTER: Caswell FEE: TYPE OF EVENT: Gorilla Run DATE VALID: 5-2-15 HOURS: Set up 8 am
11 am - registration
Race begins @ 2 pm
Event ends 8 pmORGANIZATION: Miracle League of N. Mankato SIZE: 2000APPLICANT NAME: Tim MartADDRESS: 2080 Lookout Dr. CITY: ZIP: DAYTIME PHONE #: 386-8494TENTS: Yes ELECTRICITY: Yes ALCOHOL: Yes mat Little/
Busters

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

AUDIO DEVICES: Band/DJ 4-7 pm

Amplified music or band requires Council approval

Possibly bounce house for kidsOTHER: PERMIT APPROVED: DATE: 7-7-14PERMIT DENIED: REFER TO COUNCIL: ✓Nancy DeBruin
City Clerk

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

PROHIBITED

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

ALLOWED

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

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

SIGNED:

Applicant

Date

For Office Use Only

Receipt # Book Park Police



CITY OF NORTH MANKATO
APPLICATION FOR PARADE PERMIT

This application, accompanied by a map of the parade route and the required application fee, shall be submitted to our office at least thirty (30) days in advance of the parade date. This parade permit is pending until approval by the City Council and Chief of Police.

Applicant Information

Name:	Tim Mart		
Address:	2080 Lookout Dr.		
City:	N. Mankato	State:	MN Zip: 56003
Telephone:	507-386-8494		
Sponsoring Organization:	Miracle League of North Mankato		
Address:			
City:		State:	
Telephone:			
Occasion for Parade:	Fun.com Gorilla Run		
Date of Parade:	5/2/15	Estimated Length of Parade:	3 miles
Estimated Starting Time:	2pm	Estimated Finish Time:	5:00pm
Estimated Number of Participants:	1800-2000		
General Composition of Parade:	Gorillas - safety personnel		

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

Applicant

Date

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

Chief of Police

Date

COMMENTS/ADDITIONAL STIPULATIONS:



Audio
CITY OF NORTH MANKATO PARK PERMIT

This permit does reserve space in a City Park.

PERMIT #: 80 -2014 SHELTER: 512 Sherman St FEE: ✓

TYPE OF EVENT: Backyard Party DATE VALID: 9/13/14 HOURS: 6:00-10 PM

ORGANIZATION: Birthday party SIZE: 75

APPLICANT NAME: Chris Good

ADDRESS: 512 Sherman St CITY: No. Mankato

ZIP: 56003 DAYTIME PHONE #: 317-7813

TENTS: ? ELECTRICITY: _____ ALCOHOL: _____

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

AUDIO DEVICES: 60-70 decibels / 1 AMP
Amplified music or band requires Council approval

Tombstone Trio playing in backyard 6-10PM
OTHER: _____

PERMIT APPROVED: _____

DATE: 7-11-14

PERMIT DENIED: _____

REFER TO COUNCIL: ✓

Nancy Gehrke by VS
City Clerk

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

PROHIBITED

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

ALLOWED

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

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

SIGNED: [Signature] 7/10/14
Applicant Date

For Office Use Only

Receipt # _____ Book _____ Park _____ Police _____

CITY OF NORTH MANKATO PARK PERMIT

This permit does reserve space in a City Park.

PERMIT #: 72 -2014 SHELTER: SLP #2 FEE: 80.00

TYPE OF EVENT: Walk DATE VALID: 10-11-14 HOURS: 6am - 1pm

ORGANIZATION: Making Strides against Breast Cancer SIZE: 300

APPLICANT NAME: Amanda Pilger

ADDRESS: 2520 Pilot Knob Rd. Ste 150 CITY: Mendota Heights

ZIP: 55120-1158 DAYTIME PHONE #: 800-582-5152

TENTS: yes X3 ELECTRICITY: yes ALCOHOL: NO

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

AUDIO DEVICES: DJ w/ music 8-10am
Amplified music or band requires Council approval

Port-a-Potties

OTHER: _____

PERMIT APPROVED: _____

DATE: 7-10-14

PERMIT DENIED: _____

REFER TO COUNCIL: ✓

Nancy Dutch
City Clerk

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

PROHIBITED

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

ALLOWED

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

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

SIGNED: Amanda Pilger
Applicant

6/16/14
Date

For Office Use Only

Receipt # _____ Book _____ Park _____ Police _____



CITY OF NORTH MANKATO
APPLICATION FOR PARADE PERMIT

This application, accompanied by a map of the parade route and the required application fee, shall be submitted to our office at least thirty (30) days in advance of the parade date. This parade permit is pending until approval by the City Council and Chief of Police.

Applicant Information

Name:	<u>Amanda Pilger</u>		
Address:	<u>2520 Pilot Knob Rd. Ste 150</u>		
City:	<u>Mendota Heights</u>	State:	<u>MN</u> Zip: <u>55120</u>
Telephone:	<u>(651)255-8101</u>		
Sponsoring Organization:	<u>American Cancer Society</u>		
Address:	<u>2520 Pilot Knob Rd. Ste 150</u>		
City:	<u>Mendota Heights</u>	State:	<u>MN</u> Zip: <u>55120</u>
Telephone:	<u>(651)255-8101</u>		
Occasion for Parade:	<u>Making Strides Against Breast Cancer Walk/Run</u>		
Date of Parade:	<u>10/11/14</u>	Estimated Length of Parade:	<u>5K</u>
Estimated Starting Time:	<u>9am</u>	Estimated Finish Time:	<u>11:30am</u>
Estimated Number of Participants:	<u>300</u>		
General Composition of Parade:	<u>family, stroller, walkers, kids</u>		

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

[Signature]
Applicant

6/16/14
Date

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

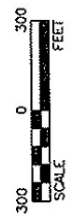
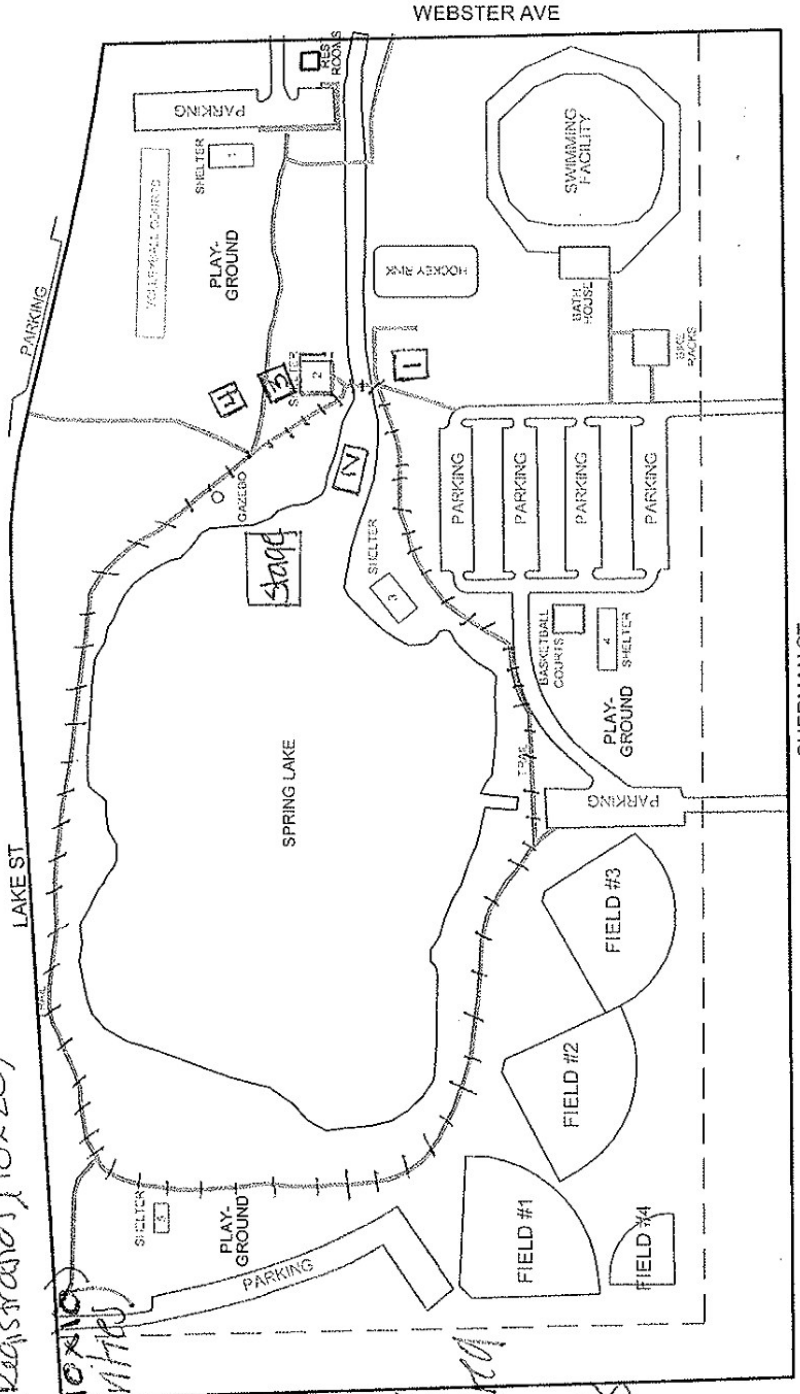
[Signature] #701
Chief of Police

07-09-14
Date

COMMENTS/ADDITIONAL STIPULATIONS:

- 1- Restrooms
- 2- Survivor Tent (20x20)
- 3- Tent (Registration) (10x20)
- 4- Tent (10x10) (kids activities)

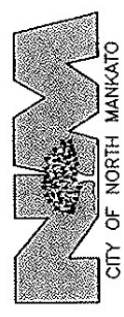
Stage -
use dock
area
activities
event area
walk trails



CITY OF NORTH MANKATO
LOCATION MAP
SPRING LAKE PARK

FIGURE NO. 1

APRIL, 2006



BOLTON & MENK, INC.
Consulting Engineers & Surveyors

MANKATO, MN FAIRMONT, MN SLEEPY EYE, MN WILLMAR, MN
BURNSVILLE, MN CHASKA, MN AMES, IA



CITY OF NORTH MANKATO
APPLICATION FOR PARADE PERMIT

This application, accompanied by a map of the parade route and the required application fee, shall be submitted to our office at least thirty (30) days in advance of the parade date. This parade permit is pending until approval by the City Council and Chief of Police.

Applicant Information

Name:	<u>Stacy Jackson</u>		
Address:	<u>2149 Snowbird Ln</u>		
City:	<u>N. Mankato</u>	State:	<u>SD</u> Zip: <u>56003</u>
Telephone:	<u>507-508-0735</u>		
Sponsoring Organization:	<u>Crossview Cov. Church</u>		
Address:	<u>2000 Howard Dr. N. Mankato</u>		
City:	<u>N. Mankato</u>	State:	<u>MN</u> Zip: <u>56003</u>
Telephone:	<u>507-387-5606</u>		
Occasion for Parade:	<u>125th Anniversary of the church</u> 5K		
Date of Parade:	<u>Aug 17th</u>	Estimated Length of Parade:	<u>1hr to 1.5hrs.</u>
Estimated Starting Time:	<u>9:00</u>	Estimated Finish Time:	<u>10:00</u>
Estimated Number of Participants:	<u>100</u>		
General Composition of Parade:	<u>emailed route to Nancy Gehrke</u>		

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

Stacy M. Jackson
Applicant

7/14/14
Date

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

#701
Chief of Police

07-16-14
Date

COMMENTS/ADDITIONAL STIPULATIONS:

Race Route and Directions to Dakota Meadows Middle School

1900 Howard Drive West North Mankato, 56003

Race Route 5K



From Scheels:

Turn left onto MN-22N
Turn left to merge onto MN-60/US-14
Take the Lor Ray Dr. exit
Turn right onto Lor Ray Dr
Turn left onto Howard Drive
1900 Howard Drive West
North Mankato 56003 (Right side of the road)

From Mankato:

Take US-169 N
Turn left to merge onto MN-60/US-14
Take the Lor Ray Dr. exit
Turn right onto Lor Ray Dr
Turn left onto Howard Drive
1900 Howard Drive West
North Mankato 56003 (Right side of the road)

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item 9A	Department: City Engineer	Council Meeting Date: 7/21/14
----------------	---------------------------	-------------------------------

TITLE OF ISSUE: Discuss Old Belgrade Hill Ravine Maintenance Road.

BACKGROUND AND SUPPLEMENTAL INFORMATION: Staff is requesting direction from the Council regarding the maintenance road in the ravine. If the maintenance road is going to be constructed in the ravine, what material will be used, i.e. asphalt or aggregate. The City has land use of the majority of the area, however, we do not have the ability to do a continuous maintenance road because one section of the maintenance road is on private property. The granter of the easement for the utility portion of the project, did not grant an easement for the maintenance road portion of the project.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Authorize construction of maintenance road and materials to be used.

For Clerk's Use:

Motion By: _____

Second By: _____

Vote Record:

Aye Nay

		Norland
		Freyberg
		Spears
		Steiner
		Dehen

SUPPORTING DOCUMENTS ATTACHED

Resolution Ordinance Contract Minutes Map

☐ ☐ ☐ ☐ ☒

Other (specify) _____

☐ Workshop

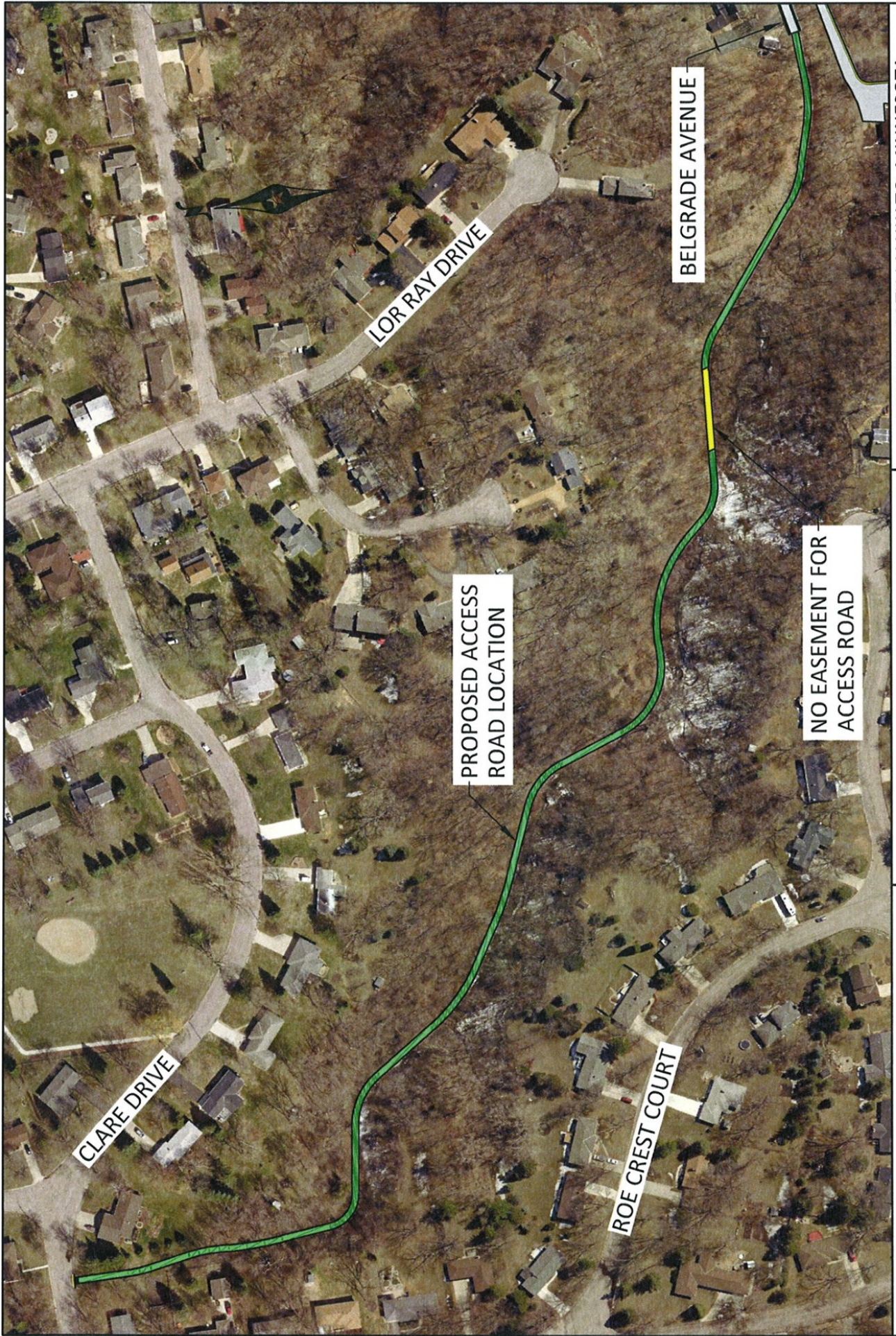
☒ Regular Meeting

☐ Special Meeting

☐ Refer to: _____

☐ Table until: _____

☐ Other: _____



BOLTON & MENK, INC.
 Consulting Engineers & Surveyors
 MANKATO, MN FAIRMOUNT, MN SLEEPY EYE, MN BURNSVILLE, MN WILLMAR, MN
 CHASKA, MN ANDOVER, MN ROSTER, MN ROCHESTER, MN
 AMES, IA SPENCER, IA DES MOINES, IA FARGO, ND

CITY OF NORTH MANKATO, MINNESOTA
 2014 BELGRADE AVENUE HILL AND RAVINE IMPROVEMENTS
 ACCESS ROAD LOCATION MAP
 JULY, 2014
 FIGURE NO. 1



CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item 9B	Department: Public Works	Council Meeting Date: 7/21/14
----------------	--------------------------	-------------------------------

TITLE OF ISSUE: Consider Approving Bid Request for LorRay Drive Mill and Overlay.

BACKGROUND AND SUPPLEMENTAL INFORMATION: Staff would like to advertise for bids for mill and overlay of LorRay Drive from Lee Boulevard to Commerce Drive. Surface conditions are rapidly degrading past the point of conventional maintenance. The cost of the mill and overlay for this portion of LorRay Drive is estimated to be \$120,000. Work would be completed by August 29, 2014.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Approve advertisement for bids of mill and overlay of LorRay Drive and authorize work to be done if low bid is under the estimated cost of \$120,000.

For Clerk's Use:

Motion By: _____
 Second By: _____

Vote Record:

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

SUPPORTING DOCUMENTS ATTACHED

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

Other (specify) Advertisement for Bids

☐ Workshop

☒ Regular Meeting

☐ Special Meeting

☐ Refer to: _____

☐ Table until: _____

☐ Other: _____



Legend

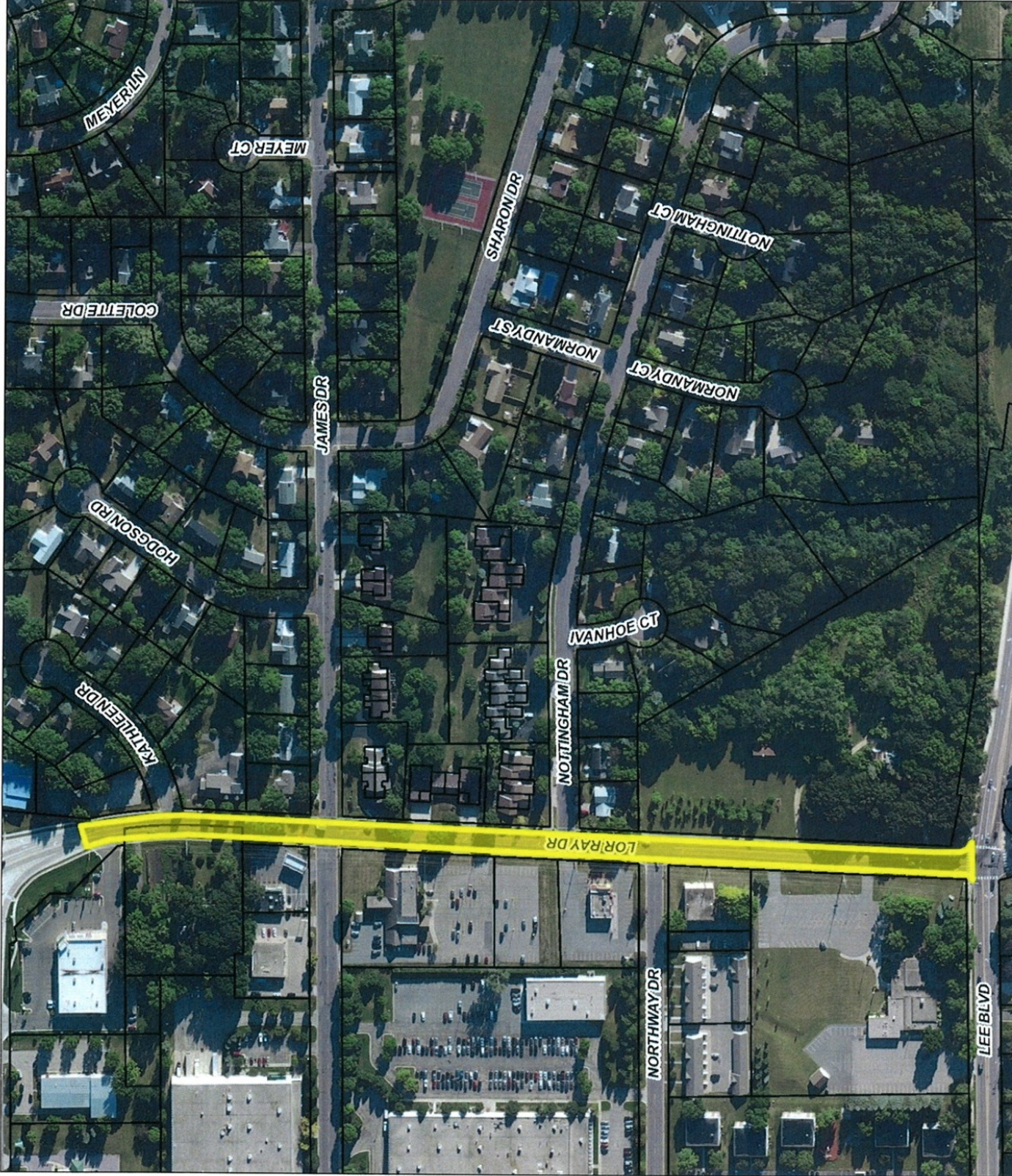
- City Limits
- Parcels (6-1-2014)
- Lakes & Ponds
- Minnesota River



Lor Ray Drive
Proposed Mill &
Overlay

Disclaimer:

This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, information, and data located in various city, county, and state offices, and other sources affecting the area shown, and is to be used for reference purposes only. The City of North Mankato is not responsible for any inaccuracies herein contained.



278 Feet

ADVERTISEMENT FOR BIDS
Project No. 14-02
Lor Ray Drive Mill & Overlay
City of North Mankato, Minnesota

RECEIPT AND OPENING OF PROPOSALS: Sealed proposals for the work described below will be received at the Office of the City Administrator, City of North Mankato, 1001 Belgrade Avenue, North Mankato, MN, 56003 until 11:00 a.m. on Monday, August 4, 2014 at which time the bids will be opened and publicly read.

DESCRIPTION OF WORK: The work includes the following approximate quantities: 2,800 sq. yd. milling, 8,200 sq. yd. bituminous overlay, adjust manholes and gate valves, other related items of work, all in accordance with Plans and Specifications.

PLANHOLDERS LIST, ADDENDUMS AND BID TABULATION: The plan holders list, addendums and bid tabulations will be available for download on-line at www.bolton-menk.com or www.questcdn.com . Any addendums may also be distributed by mail, fax or email.

TO OBTAIN BID DOCUMENTS: Complete digital project bidding documents are available at www.bolton-menk.com or www.questcdn.com . You may view the digital plan documents for free by entering Quest project #3426702 on the website's Project Search page. Documents may be downloaded for \$10.00. Please contact QuestCDN.com at 952-233-1632 or info@questcdn.com for assistance in free membership registration, viewing, downloading, and working with this digital project information. An optional paper set of project documents is also available at no cost from Bolton & Menk, Inc., 1960 Premier Drive, Mankato, MN 56001, (507) 625-4171, fax (507) 625-4177.

BID SECURITY: No bid security is required for this project.

OWNER'S RIGHTS RESERVED: The Owner reserves the right to reject any or all bids and to waive any irregularities and informalities therein and to award the Contract to other than the lowest bidder if, in their discretion, the interest of the Owner would be best served thereby.

Dated: July 21, 2014

/s/ Nancy Gehrke
City Clerk

Published:
Mankato Free Press: July 25, 2014_

CITY OF NORTH MANKATO
REQUEST FOR COUNCIL ACTION



Agenda Item 9C	Department: City Administrator	Council Meeting Date: 7/21/14																												
TITLE OF ISSUE: Consider Authorizing City Administrator to Negotiate and Execute CCTV Operating Agreement.																														
BACKGROUND AND SUPPLEMENTAL INFORMATION: See attached memo.																														
<i>If additional space is required, attach a separate sheet</i>																														
REQUESTED COUNCIL ACTION: Authorize City Administrator to Negotiate and Execute CCTV Operating Agreement																														
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>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>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Norland	_____	_____	Freyberg	_____	_____	Spears	_____	_____	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 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> Memo </u> _____ _____ _____ _____		Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aye	Nay																													
_____	_____	Norland																												
_____	_____	Freyberg																												
_____	_____	Spears																												
_____	_____	Steiner																												
_____	_____	Dehen																												
Resolution	Ordinance	Contract	Minutes	Map																										
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																										
<table style="width: 100%; border: none;"> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>Workshop</td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td>Regular Meeting</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>Special Meeting</td> </tr> </table>	<input type="checkbox"/>	Workshop	<input checked="" type="checkbox"/>	Regular Meeting	<input type="checkbox"/>	Special Meeting	<table style="width: 100%; border: none;"> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>Refer to: _____</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>Table until: _____</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>Other: _____</td> </tr> </table>		<input type="checkbox"/>	Refer to: _____	<input type="checkbox"/>	Table until: _____	<input type="checkbox"/>	Other: _____																
<input type="checkbox"/>	Workshop																													
<input checked="" type="checkbox"/>	Regular Meeting																													
<input type="checkbox"/>	Special Meeting																													
<input type="checkbox"/>	Refer to: _____																													
<input type="checkbox"/>	Table until: _____																													
<input type="checkbox"/>	Other: _____																													



City of North Mankato, Minnesota

To: Mayor Dehen & City Council Members
From: John D. Harrenstein, City Administrator
Tanya Ange, Deputy City Manager - Mankato
Date: July 17, 2014
Re: Consider authorizing city administrator to negotiate and execute CCTV operating agreement

Background

Mankato, North Mankato, and Bethany Lutheran College staff have identified a valuable partnership which can be formed to provide sustainable and enhanced public access, government, and education cable services.

Services currently operate from the CCTV station at 204 East Vine Street, Mankato through an intergovernmental agreement between the cities of Mankato and North Mankato. The cities staff goals have been to increase the operating/service outcomes and create a sustainable financial/service level.

The current operational revenue is \$185,000 with the PEG fee as the primary revenue source. The PEG fee is a \$1.00 fee that is charged monthly to every cable subscriber. The CCTV budget reflects an operational/capital deficit since 2009 due to declining PEG fees and increasing technology needs. Prior to 2009, CCTV was funded through a combination of franchise and PEG fees. Due to economic conditions, both cities made the decision to temporarily discontinue allocation of franchise fee to CCTV. While this action occurred, the service delivery model remained unchanged, as well as, rapid technology changes/needs increased (i.e. mobile and HD) which drove the current financial conditions.

	2009 ACTUAL	2010 ACTUAL	2011 ACTUAL	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2015 PROPOSED
TOTAL REVENUE	\$201,813	\$204,218	\$200,489	\$185,253	\$179,278	\$185,430	\$185,000
TOTAL EXPENDITURES	\$270,633	\$199,555	\$234,922	\$271,034	\$270,238	\$263,740	\$390,481
REVENUE-EXPENDITURES	-\$68,820	\$4,663	-\$34,433	-\$85,781	-\$90,960	-\$78,310	-\$205,481

Staff is confident transition costs (i.e. start-up capital) and agreement can be funded through existing fund balance and PEG. It is recommended the City transitions away from use of PEG fee as a funding source and offset with an increased franchise fee.

Overview of the DRAFT agreement and operating understanding:

- Bethany Lutheran College assumes operations sometime in August or September of 2014.
- Contractor will provide the Cities with an annual report.
- CCTV services will be relocated to the Bethany Campus and minor build out within Bethany's media wing would occur. *Note: Current CCTV property would be vacated and disposed through an RFP process. All Proceeds will be allocated to CCTV fund balance.*
- Bethany will work with staff to determine salvageable equipment from current building and new equipment needs. Estimated start-up capital/relocation estimated needs are as follows:

Relocation Expenses	
HD Channel Equipment	\$86,281.00
Fiber Installation	\$15,000.00
Equipment Installation	\$5,000.00
Office Space Reorganization	\$45,000.00
Labor	\$12,000.00
TOTAL	\$163,281.00

- Service will include HD programming and content development of cable channels to serve as a public access, education, and government cable service. Bethany intends to raise the profile of channel program offerings. *Note: HD channel will need to be negotiated as part of franchise agreement.*
- Facilitate a minimum of 120 hours of studio time within Bethany Studio or a subcontracted studio within Mankato or North Mankato. Due to education needs, there may be conflicts with (i.e. class schedules) impacting the use of studio time. Therefore, a provision for sub contracted space is allowed.
- Video. Bethany will produce videos that will be used on the CCTV, as well as, utilized on city websites, Facebook, and other appropriate communication tools

Cities across the country are increasing the usage of video to communicate city service and asset information. The evolution of technology tools (i.e. tablets and smart phones) and applications (social media, YouTube channels) now allow transmittal of information in multiple forms. The first proposed videos for Bethany to produce are Mankato/North Mankato refuse/recycling and 2015 budget.

- Community Hot spots: annually produce five to six annual short views 1-2 minutes with long shelf life-focus on community assets. (i.e. Fun Days, Caswell Park, etc)
- City Updates: timely topics to educate the community about city happenings and service levels. Example—street reconstruction, refuse service, snow plowing, etc. —specific to each city and look for crossover opportunities.
- Community events: live taping of community events (i.e. North Mankato Parade, State Softball Tournament, etc.). *Note: Bethany has already taped the North Mankato Fun Days Parade*
- Potential live streaming of Council meetings. Council meetings would be streamed to the cable station, as well as, as respective city website.
- Community Access. Computer stations/editing equipment will be available at North Mankato Library and Blue Earth County Library to all general public access to video editing tools. Bethany staff will train library staff and create a tutorial guide for users.

Conclusion

In the upcoming weeks, a final document will be negotiated among the City of North Mankato, City of Mankato, and Bethany Lutheran College. Staff request authorization to execute an agreement when finalized.

REQUEST FOR COUNCIL ACTION



Agenda Item 9E	Department: City Administrator	Council Meeting Date: 7/21/14																											
TITLE OF ISSUE: Set Public Hearing to Consider Ordinance Amending City Code, Chapter 51, Refuse Collection																													
BACKGROUND AND SUPPLEMENTAL INFORMATION: See attached documents.																													
<i>If additional space is required, attach a separate sheet</i>																													
REQUESTED COUNCIL ACTION: Set Public Hearing for 7 p.m. on Monday, August 4, 2014.																													
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>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>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Norland	_____	_____	Freyberg	_____	_____	Spears	_____	_____	Steiner	_____	_____	Dehen	<div style="text-align: center; border-bottom: 1px solid black; margin-bottom: 10px;"> SUPPORTING DOCUMENTS ATTACHED </div> <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> <div style="border-bottom: 1px solid black; margin-bottom: 5px;"> Other (specify) Memo </div> <div style="border-bottom: 1px solid black; margin-bottom: 5px;"> Letter to Residents </div> <div style="border-bottom: 1px solid black; margin-bottom: 5px;"> Cart Selection Form </div> <div style="border-bottom: 1px solid black; margin-bottom: 5px;"> Notice of Public Hearing </div> <div style="border-bottom: 1px solid black; margin-bottom: 5px;"> </div>	Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aye	Nay																												
_____	_____	Norland																											
_____	_____	Freyberg																											
_____	_____	Spears																											
_____	_____	Steiner																											
_____	_____	Dehen																											
Resolution	Ordinance	Contract	Minutes	Map																									
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																									
<table style="width: 100%; border: none;"> <tr> <td style="width: 50px;"><input type="checkbox"/></td> <td>Workshop</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td>Regular Meeting</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Special Meeting</td> </tr> </table>	<input type="checkbox"/>	Workshop	<input checked="" type="checkbox"/>	Regular Meeting	<input type="checkbox"/>	Special Meeting	<table style="width: 100%; border: none;"> <tr> <td style="width: 50px;"><input type="checkbox"/></td> <td>Refer to: _____</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Table until: _____</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Other: _____</td> </tr> </table>	<input type="checkbox"/>	Refer to: _____	<input type="checkbox"/>	Table until: _____	<input type="checkbox"/>	Other: _____																
<input type="checkbox"/>	Workshop																												
<input checked="" type="checkbox"/>	Regular Meeting																												
<input type="checkbox"/>	Special Meeting																												
<input type="checkbox"/>	Refer to: _____																												
<input type="checkbox"/>	Table until: _____																												
<input type="checkbox"/>	Other: _____																												



City of North Mankato, Minnesota

To: Mayor Dehen & City Council Members
From: John D. Harrenstein, City Administrator
Date: June 27, 2014
Re: Proposed rates for solid waste & recycling and communications plan

Background

The City of North Mankato maintains a long commitment to responsible collection of solid waste and recyclables. Most notably, this includes construction and operation of the Riverbend Recycling Facility. In 2014, the City Council moved forward in a joint bidding process with the City of Mankato for solid waste and recycling pickup. This process rewarded the city in three areas consistent with our values: reduced prices for collection, increased recycling service to citizens, and environmentally friendly collection techniques (use of natural gas collection trucks).

Each of the rewards listed above buttressed the city's solid waste and recycling operation from a series of variables which would have led to significant increases in rate increases to citizens. Those negative variables are listed below:

\$58,000	Expiration of Nicollet County's obligations to fund debt on Riverbend
\$20,000	Increased costs for landfilling solid waste material
\$35,000	Reduced recycling revenue due to commodity market declines
\$50,000	Reduced property tax support for Riverbend Operations
<u>\$50,000</u>	Annual debt service payment for trash and recycling carts
\$213,000	TOTAL

As you are aware, these potential cost increases were mitigated from the \$1,000,000 savings over five years (\$200,000 per year) by awarding our solid waste and recycling contract to West Central Sanitation.

Proposed Solid Waste Rates for 2015

As an added service to our citizens, three sizes of solid waste carts will be offered. Below are the proposed rates for the three types of carts.

Trash	95 gallon	65 gallon	35 gallon	
Trash Cart Size (gallons)	90	64	35	
Rate per month	\$18.30	\$14.75	\$13.50	
Est. customers	400	3,350	650	4,400
Yearly revenue	87,840	592,950	105,300	786,090

The standard solid waste cart issued to residents unless otherwise selected will be a 64 gallon cart with a recommended monthly cost of \$14.75 per month or \$3.55 less than existing rates.

Proposed Recycling Rates for 2015

As an added service to our citizens, two sizes of recycling carts will be offered. Below are the proposed rates for the two carts. Both carts are priced the same to promote recycling which also decreases landfilling costs. Minnesota statutes prevent a lower price for smaller recycling carts.

Recycling	New Cart	New Cart	
Recycling Cart Size	95	65	
Rate Per Month	\$6.00	\$6.00	
Est. Customers	3,850	475	4,325
Yearly Revenue	277,200	34,200	311,400

The standard issue for residents unless otherwise selected will be the 95 gallon recycling cart with a recommended monthly cost of \$6.00 per month or \$3.55 more than existing rates.

Total Cost for Service

Cost of Service Options			
Size	Trash	Recycling	Total
35 Gallon	\$13.50	\$6.00	\$19.50
65 Gallon	\$14.75	\$6.00	\$20.75
95 Gallon	\$18.30	\$6.00	\$24.30
Existing	\$18.30	\$2.45	\$20.75
Existing Senior	\$12.25	\$2.45	\$14.70

As the chart above describes, citizens have three options to choose from for cart size combinations. Two of these options are equal or less than existing rates. One option is greater than existing rates. These rates are designed to promote recycling and provide citizens with options on the size of carts they wish to use. Please note – if a significant number of citizens choose to downsize from the standard issue cart for both solid waste and recycling, these rates may need to be revisited as part of the 2015 budget process.

Communication Plan

Success in transitioning solid waste and recycling service to West Central sanitation will require a dedicated effort on the behalf of the City and West Central. Listed below are the planned communications the city of North Mankato will have with its citizens between now and January 1st:

The City will send a letter to each existing utility customer explaining the change in service provider, the range of garbage cart size and price options, and the two recycling cart size options (see attachment).

As part of our commitment to make the change in service easy for our residents and in the theme of joint efforts with Mankato, we will also be participating in the following aspects of their communications plan:

- 3 minute video for websites, Facebook, Twitter, cable television, emails to City Subscribers
- Exhibit for Children's' Museum
- Service club visits
- 30 second advertisement for Cinemark trailers
- Facebook ad
- Open house
- Post "Fast facts" at high traffic locations
- News releases, with photo opportunities

Costs for participating in the plan will range between \$2,000 and \$4,000.

Key Questions & Conclusion

1. Solid Waste Collection Rates – Staff recommends the City Council adopt rates for solid waste collection at the \$13.50, \$14.45, and \$18.30 for the 35, 65, and 95 gallon containers respectively.
2. Recycling Collection Rate – Staff recommends the City Council adopt a rate of \$6.00 per month for recycling for the 65 and 95 gallon container.
3. Senior rate consideration – Does the city council wish to maintain a discount for seniors? Staff recommends increasing the rate for solid waste to \$13.50 for seniors unless a specific request is made to continue to the lower rate.
4. Cart Credit Program - Does the city council support the \$30.00 utility bill credit for residents who return an existing cart to the recycling center or do you prefer a discounted price for existing cart owners? Total discount would be \$0.50 per month. Staff recommends the utility bill credit.



July 23, 2014

Dear Resident,

The City of North Mankato has selected West Central Sanitation as its new garbage and recycling service provider. Service begins January 1, 2015, and City staff expects a smooth transition. The following is provided to help with that transition:

Service delivery

- Garbage will continue to be collected once a week on the same day it is currently collected.
- Curbside recycling will be collected **every other week** instead of weekly on the same day it is currently collected.
- Extra garbage or recycling bags are available from West Central Sanitation for an additional fee of \$3.50 per bag.
- Because carts will be delivered in December, if you maintain another residence for the winter months, please notify the Municipal Building so delivery can be made when you return.

Carts

In December, a new 65-gallon garbage cart and new 95-gallon recycling cart will be supplied to each residence at no charge. The 95-gallon cart has an attached lid and more than doubles recycling capacity. Carts are large enough to store cardboard or other bulky items. Residents may choose another size that may better meet their needs. Sizes available and cost for monthly service:

Garbage carts

95-gallon	\$18.70/month
65-gallon	\$14.75/month
35-gallon	\$13.50/month

Recycling carts (same rate promotes recycling)

95-gallon	\$6.00/month
65-gallon	\$6.00/month

View cart samples at the North Mankato Municipal Building and North Mankato Taylor Library, both located at 1001 Belgrade Avenue or online at www.northmankato.com. To request an alternate cart size you must do so by Friday, August 15, 2014 using one of the methods below:

- Email City staff at cartselection@northmankato.com
- Make an online request at www.northmankato.com. Click on Cart Selection Button and enter information.
- Complete enclosed form and return to North Mankato Municipal Building, 1001 Belgrade Avenue, North Mankato, MN 56003
- Call the North Mankato Municipal Building at (507) 625-4141

Current garbage carts

Residents who have garbage carts which are in good shape, have a hinged lid and are compatible with automated collection equipment may return their cart to the Riverbend Recycling Center, 600 Webster Avenue, for a \$30.00 credit on their utility bill. No carts will be accepted at the Recycling Center until the new carts have been delivered and credits will be offered through February 28, of 2015. When returning the cart, you must bring your utility bill and valid ID to receive the credit. Only carts issued by the City of North Mankato will be used for collection.

Sincerely,

John D. Harrenstein, City Administrator

City of North Mankato
Garbage and Recycling Carts Selection

First Name: _____

Last Name: _____

Property Address: _____

Phone Number: _____

Utility Billing Account Number: _____
(ten-digit number above name on water bill)

Garbage Container

Select Your New Garbage Cart Size:

☐ 35 Gallon
(37" H x 24" D x 19" W)

☐ 65 Gallon
(42" H x 28" D x 25" W)

☐ 95 Gallon
(45" H x 33" D x 27" W)



(All carts will be gray)

Recycling Container

Select Your New Recycling Cart Size:

☐ 65 Gallon
(42" H x 28" D x 25" W)

☐ 95 Gallon
(45" H x 33" D x 27" W)



(All carts will be gray)

Return form to the City of North Mankato, 1001 Belgrade Avenue, North Mankato, MN 56003

NOTICE OF PUBLIC HEARING TO
AMEND CITY CODE, CHAPTER 51, REFUSE COLLECTION,
SECTION 51.03, CONTAINERS

NOTICE IS HEREBY GIVEN that the City Council of the City of North Mankato, Minnesota, will hold a public hearing on Monday, August 4, 2014 at 7 p.m. in the Council Chambers of the Municipal Building, 1001 Belgrade Avenue, to consider amending the City Code for Chapter 51, Refuse Collection, Section 51.03, Containers.

Such persons as desire to be heard with reference to this issue should appear at this meeting. Public comments may be sent to the North Mankato Municipal Building, 1001 Belgrade Avenue, North Mankato, MN 56003. All comments must be received by August 4, 2014.

Dated this 24th day of July 2014.

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

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item 9F	Department: City Administrator	Council Meeting Date: 7/21/14										
TITLE OF ISSUE: Resolution Amending Operating Agreement for Materials Recovery Facility												
BACKGROUND AND SUPPLEMENTAL INFORMATION: The attached resolution sets the Nicollet County contribution for the operation of the Riverbend Recycling Center for the third five-year period ending December 31, 2019.												
<i>If additional space is required, attach a separate sheet</i>												
REQUESTED COUNCIL ACTION: Adopt Resolution.												
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: Aye Nay _____ _____ Norland _____ _____ Freyberg _____ _____ Spears _____ _____ 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"/> X</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) _____ _____ _____ _____		Resolution	Ordinance	Contract	Minutes	Map	<input checked="" type="checkbox"/> X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Resolution	Ordinance	Contract	Minutes	Map								
<input checked="" type="checkbox"/> X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
<input type="checkbox"/> Workshop <input checked="" type="checkbox"/> Regular Meeting <input type="checkbox"/> Special Meeting	<input type="checkbox"/> Refer to: _____ <input type="checkbox"/> Table until: _____ <input type="checkbox"/> Other: _____											

RESOLUTION NO.

RESOLUTION AMENDING OPERATING AGREEMENT
FOR MATERIALS RECOVERY FACILITY

WHEREAS, the City of North Mankato and Nicollet County entered into an agreement on October 1, 2003 to operate a materials recovery facility in Nicollet County in order to properly manage solid waste and recyclables in the County in compliance with the Nicollet County Solid Waste Plan; and

WHEREAS, the materials recovery facility is operated by the City of North Mankato; and

WHEREAS, Item 4(b)(ii) of the agreement requires that on or about July 1, 2014, the City and the County shall meet to determine the annual payment adjustment to become effective January 1, 2015, for the third five-year period ending December 31, 2019; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, that in accordance with Item 4(b)(ii) effective January 1, 2015, the County contribution will increase by nine (9%) percent to the amount of \$97,263 for a period of five (5) years, payable in twelve (12) equal installments of \$8,105.25 on the first day of each month and ending December 1, 2019.

Adopted this 21st day of July, 2014.

Mayor

City Clerk

NOTICE OF PUBLIC HEARING TO
AMEND CITY CODE, CHAPTER 151, RESIDENTIAL RENTAL
PROPERTY LICENSING CODE

NOTICE IS HEREBY GIVEN that the City Council of the City of North Mankato, Minnesota, will hold a public hearing on Monday, August 4, 2014 at 7 p.m. in the Council Chambers of the Municipal Building, 1001 Belgrade Avenue, to consider amending the City Code for Chapter 151, Residential Rental Property Licensing Code.

Such persons as desire to be heard with reference to this issue should appear at this meeting. Public comments may be sent to the North Mankato Municipal Building, 1001 Belgrade Avenue, North Mankato, MN 56003. All comments must be received by August 4, 2014.

Dated this 24th day of July 2014.

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

North Mankato Bicycle Commission

Minutes

6/26/2014

1. Called to Order @ 7:05 PM
2. Attendance: Chair Jon Andersen, Commissioner Tom Schwinghammer, John Maiers, Jo Robbins, Scott Thiem, Mayor Mark Dehen, Guest: Director of Public Works Brad Swanson
3. New Business
 - a. Bicycle Consultant Report Out
 - i. Brad Swanson attended the report out by Steve Clark
 - ii. Recommendations for North Mankato included:

Dedicated bike lanes where available to show biker where they should be & to produce traffic calming effects on auto traffic. Discussion was held re: creating such lanes on the south ends of share the road pair of Sherman & Center Sts south of Belgrade Ave. Brad recommended we try such a lane on the east side of Sherman St. to tie into the North Star bridge dedicated pedestrian/bike way after the street seal coating in July. If result is positive we could create a similar bike lane on Center St. after it is seal coated in 2015.

MNDOT is working on revising sidewalks on Veteran's Memorial bridge to achieve ADA compatibility & hopes to include bike lanes under their multimodal requirements. MNDOT is considering adding a bike lane between east/west lanes & free right turn lanes. As part of that discussion Mayor Dehen also recommended MNDOT consider extending the Rex Macbeth trail under the bridge & bring up on the south side to tie in w/ North Mankato's share the road lanes & eliminate free right turn issues. They will consider.
 - b. MATAPS Hwy 14 Right of Way Trail

This trail is scheduled to be built from Culvers to Hwy 169 along south bluff. Brad indicated that there were some engineering challenges, but they seemed to have been resolved, so looking good now. Steve Clark had recommended such a trail start at the corner of LorRay Dr. w/ Commerce Dr. to enhance use of the intersection crosswalks by pedestrians/bikers.
 - c. Triathlon

The North Mankato Triathlon is Saturday, 6/28. Judson Bottom Road will be available by race time, so Lee Blvd. & Lookout Dr. will be closed that morning.
4. Old Business
 - a. Old Belgrade Access Road/Trail
 - i. Discussion was held re: the construction of access road/trail in Old Belgrade ravine as part of reconstruction of sanitary/storm sewers & water lines. This is a

unique opportunity as this is the only ravine in North Mankato carrying such utilities & will require access road. The narrow nature of the ravine requires a throughway, as there isn't enough room to turn maintenance vehicles around w/in the ravine. Collapsible bollards will be used to prevent unauthorized use by motorized vehicles. A trail will be extended from the intersection of Old Belgrade Ave. w/ Lee Blvd along the western edge of Lee Blvd. down to Lookout Dr. to discourage crossing Lee Blvd at Belgrade Ave. while encouraging crossing at the signal. Steve Clark had recommended splitting the upper trail extension into uphill/downhill lanes to avoid collisions and Brad recommended banking the downhill turn.

- ii. Some neighboring residents, esp. on Clare Dr., are opposed to such a trail. Screening options have been discussed, but the neighbors are still concerned as they believe it is a trail to nowhere.
- iii. The North Mankato Bicycle Commission formally recommends the City Council incorporate a pedestrian/bikeway to the Old Belgrade ravine access road as an alternative route connecting the lower North Mankato's "Share the Road" bicycle routes w/ anticipated necessary & obvious connecting pedestrian/bike lane links to be identified in the upcoming "Safe Routes to School" that will be conducted around upper North Mankato's Hoover & Dakota Meadows Schools in October 2014. As an example there is no north/south sidewalk on Roe Crest Dr. & that street reconstruction is already identified on the City's 5 year Continuous Improvement Plan.

b. Trail Signage

- i. Way Finding signage has been installed the Share the Road route
- ii. Kiosk design has been determined utilizing a stone base & timber uprights. Construction by City staff will begin in July. One will be placed @ SE corner of Lee/Lookout Dr. intersection & one at Nicollet Ave/Belgrade Ave. intersection near Veteran's Memorial bridge.

5. Next meeting was set for Wednesday, July 23 @ 7:00PM

6. Adjournment @ 8:15

Respectfully submitted,

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

City of North Mankato Bicycle Action Plan

The Bicycle Action Plan is a long-range plan which identifies proposed new and improved bicycle facilities for the City of North Mankato. It identifies a strategy to implement the plan and also help develop a number of education and encouragement actions to improve conditions and facilities for bicycling tourism and transportation.

General Public Interest Purposes

The general public interest purposes implicit in this Bicycle Action Plan are:

- To promote public health and safety, bicycle tumors and, access to community facilities and businesses for all, regardless of age, physical capacity, weather conditions and time of day, and to promote diverse modes of transportation.

Purpose of the Plan:

- To increase bicycle use/tourism

- To promote our community as a bicycle destination
- To identify existing and potential bicycle trails and facilities
- To identify strategies to accomplish the preceding purposes

Objectives of the Plan:

- To identify locations for improved facilities or engineering improvements which:
 - Connect neighborhoods to adjacent existing schools, parks, recreational facilities, businesses and transit stops:
 - Close gaps between the existing trails and facilities
 - Facilitate travel between residential neighborhoods and key employment, recreation, shopping centers, e.g. Central Business District, Commerce Drive
- To identify actions which promote safe bicycling through education and encouragement.
- To outline an implementation strategy for the actions identified any action plan

A Resolution of Adopting a Policy for the Enhancement of Bicycle Facilities within the City of North Mankato

WHEREAS, it is the goal of the City of North Mankato to accommodate the needs of existing bicyclists; and

WHEREAS, it is the goal of the City at North Mankato to encourage greater use of bicycles as an alternative mode of transportation and promote bicycle towards the awareness; and

WHEREAS, the City of North Mankato endorses the objective to "develop and maintain a system of safe and efficient bikeways (on-street bike lanes/preferred routes and off-street paths within parks) designed to contribute to City-wide mobility, connecting neighborhoods with activity centers, schools, parks and other neighborhoods"; and

WHEREAS, the Bicycle Commission recommends the City "revise roadways standards incorporating on-street bike lanes, including a commitment to include bike lanes in roadway resurfacing projects where feasible; and

WHEREAS, variable circumstances exist in the City of North Mankato such as topography, vehicle speeds and volume, interference such as parked vehicles, drainage grates, access to public facilities and activity centers and available right of way.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of North Mankato, that:

- Within the Planning Jurisdiction of the City of North Mankato, the appropriate design, type and width of bicycle facilities will be assessed on an individual and site-specific basis depending on circumstances that exist.
- Bicycle lanes will normally be provided in newly constructed or reconstructed Arterial Streets; however, when existing Arterial Streets that do not currently have bicycle lanes are resurfaced they will normally be reconstructed with bicycle lanes to the extent practicable.
- Either bicycle lanes or wide outside lanes may be appropriate on Collector Streets depending on site-specific circumstances. Local Streets will not normally include extra width for bicycle facilities.

BE IT FURTHER RESOLVED that the Council directs the City administrator to utilize this policy in reviewing development plans and in the design of roadway improvements within the City of North Mankato Planning Jurisdiction.

BE IT FURTHER RESOLVED that the Bicycle Action Plan includes discussions of the type, design and width of bicycle facilities that may be appropriate for different streets within the Planning Jurisdiction of the City of North Mankato. Until such time that the Action Plan is completed and adopted by the City Council, City staff shall recommend bicycle accommodations on a case by case basis in accordance with this policy, subject to approval by the North Mankato City Council.

Draft-For Discussion Only
NORTH MANKATO
CITY BICYCLE COMMISSION BY-LAWS

ARTICLE I.
ESTABLISHMENT

Section 1. Pursuant to Resolution of the City Council of North Mankato, Minnesota, on July 2, 2012, a Bicycle Commission is established.

ARTICLE II.
MEMBERSHIP

Section 1. The Bicycle Commission shall consist of five (5) citizen volunteers appointed by the City Council of North Mankato, one (1) of which is a serving Council member. Initially, two (2) members shall hold office for one (1) year, three (3) for two (2) years. All terms shall end with the fiscal year.

Section 2. Annually the Mayor, with the approval of the Council, shall appoint Commission Members for the term of two (2) years until their successors qualify a sufficient number of members to fill the places of those whose term or terms expire.

Section 3. A Bicycle Commission Member shall not be eligible to serve more than three (3) consecutive 2-year terms and not more than six (6) calendar years.

Section 4. The Bicycle Commission can recruit additional volunteer members to assist in accomplishing its tasks via Committees, as deemed necessary by the Commission.

ARTICLE III.
ABOLISHMENT OF COMMISSION

Section 1. The Bicycle Commission is a voluntary at-will committee of the City Council of North Mankato. The City Council may abolish the Bicycle Commission at any time by majority vote of the Council. The initial Bicycle Commission shall be reviewed by the City Council after 2 years to ascertain it is accomplishing its tasks and goals.

ARTICLE IV.
DUTIES OF COMMISSION

Section 1. The Bicycle Commission shall act on behalf of the City of North Mankato and its citizens as a voluntary advisory panel charged with:

- a. Promoting bicycling tourism/commuting opportunities within the City of North Mankato and surrounding jurisdictions.
- b. Improving bicycling safety and awareness
- c. Coordinating bicycling routes with new and existing trails, schools and parks
- d. Cooperating w/ the Greater Mankato Bike & Walk Advocates, Greater Mankato Multisport Club and other interested and invested community groups
- e. Coordinating new and existing bicycling events for the benefit of our citizens and guests
- f. Coordinating with the City of Mankato to enhance our Bicycle Friendly Community status

Section 2. The Bicycle Commission shall have such other officers as it deems necessary, but at a minimum shall elect one of its members as a President and one as Secretary at the first meeting of the Commission each calendar year. Each officer shall serve for a period of one (1) year or until their successor is elected and qualified.

Section 3. The President of the Bicycle Commission shall have the following duties:

- a. When present, preside at all meetings of the Commission.
- b. See that all Orders and Resolutions of the Commission are carried into effect.
- c. Submit funding requests to the City Council for approval in a timely fashion to allow Council deliberation and discussion.
- d. Sign and deliver in the name of the Commission any and all necessary documents to carry out the responsibilities of the Commission.
- e. Maintain records, and where necessary, certify all proceedings of the Commission to the City Council.

- f. Perform other duties prescribed by the Commission.

Section 4. The Secretary of the Bicycle Commission shall have the following duties:

- a. Keep accurate records of the Commission and its meetings.
- b. Perform other duties prescribed by the Commission.

ARTICLE V. MEETINGS OF THE COMMISSION OF DIRECTORS

Section 1. Regular meetings of the North Mankato Bicycle Commission shall be held at the North Mankato City Hall on the fourth Wednesday of every other month (February, April, June, August, October and December), commencing at 7:00 p.m. The Bicycle Commission shall hold special meetings whenever requested by the City Council or when requested in writing by a majority of the members of the Bicycle Commission.

ARTICLE VI. QUORUM

Section 1. The presence, in person, of a majority of the members entitled to vote at the meeting shall constitute a quorum for the transaction of business. In the absence of a quorum, any meeting may be adjourned from time to time. The members present at a duly called or held meeting at which a quorum is present may continue to transact business until adjournment, notwithstanding the withdrawal of enough members to leave less than a quorum.

ARTICLE VII. AMENDMENTS

Section 1. Amendments to these By-Laws may be made by a vote of a majority of all Commission Members in any regular Commission Member meeting or any special Commission Member meeting when the proposed amendment has been set out in the notice of such meeting. However, said amendments must be ratified by the City Council.



Minnesota Department of Transportation

395 John Ireland Boulevard
Saint Paul, MN 55155

July 11, 2014

Dr. Mark D. Dehen
Mayor, City of North Mankato
10001 Belgrade Avenue
North Mankato, MN 56002-2055

RE: Highway 14 Corridors of Commerce Program

Dear Dr. Dehen:

Thank you for your correspondence regarding the expansion needs for Highway 14 and the Corridors of Commerce program. I do appreciate your concern for that corridor.

Transportation funding is a looming issue for Governor Dayton as well as many legislators. The Governor's Transportation Finance Advisory Committee confirmed that Minnesota faces significant problems in the next 20 years if it does not determine a long-term transportation funding strategy.

MnDOT's challenge is how to meet these needs and those of so many other worthy projects across the state, recognizing our long-term funding is insufficient to protect the system we already have. It's our responsibility to preserve the existing infrastructure and that duty obligates most of our forecast resources. There are projects, like Highway 14, that have potential to improve safety and bottlenecks to freight movements, while adding to our state's economy and support our state's excellent quality of life. However, we simply don't have the resources to fund them all.

We are working hard to inform the public and engage our transportation partners and the Minnesota Legislature on the funding need and possible solutions. Meanwhile, MnDOT is focused on ensuring our limited resources are used efficiently for maximum effect and value.

We will continue to encourage the state legislature to provide more funding for Corridors of Commerce and other programs that will allow us to do more transportation work and invite you to contact your legislators as well. We anticipate that the 2015 Minnesota Legislature will address this issue.

I thank you again for your concerns about Highway 14.

Sincerely,

Charles A. Zelle
Commissioner
Minnesota Department of Transportation

An Equal Opportunity Employer



photo taken by
Cathy Dahl at the
Biltmore Estate,
Asheville, NC



Always on the 3rd Saturday of June
A fundraiser for the N.C.H.S. and the
North Mankato Art Fair
507-327-9350 Cathy
507-345-5120 Lucy
507-382-4839 Nicole
1001 Belgrade Avenue, North Mankato, MN 56003
Facebook: ArtSplash ArtFair-in-North-Mankato

To the Mayor, Council & all the
city workers of North Mankato -

I want to make sure you know
how much I appreciate all the
help we have received from you
over the 10 years of having the
Art Splash Art Fair. From our
early days when you let us use
the garage when we got washed
out up until now when we
filled the field and wrapped
around the library, you've been
there to help us. We couldn't
have lasted these 10 years
without all of you, and we're
hoping Art Splash Art Fair in
N. Mankato will keep getting
better in the next 10!

THANK YOU!

Sincerely,
Cathy Dahl
co-ordinator