

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 20, 2015. 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 roll call: Mayor Dehen, Council Members Norland, Freyberg, Spears and Steiner, City Administrator Harrenstein, Finance Director Thorne, Attorney Kennedy, City Clerk Van Genderen, City Planner Fischer and Public Works Director Swanson.

### **Approval of Agenda**

Mayor Dehen requested Business Item G and H be moved to after Business Item K. Mayor Dehen requested the addition of Item L, a Resolution Approving Eagles Aerie 269 Gambling License. **Council Member Freyberg moved, seconded by Council Member Norland, to approve the amended agenda. Vote on the motion: Norland, Freyberg, Spears, Steiner and Dehen aye; no nays. Motion carried.**

### **Approval of Minutes**

**Council Member Steiner moved, seconded by Council Member Norland to approve the minutes of the Council meeting of July 6, 2015. Vote on the motion: Norland, Freyberg, Spears, Steiner and Dehen aye; no nays. Motion carried.**

### **Public Hearing, 7 p.m., Improvement Project No. 15-01ABCDEF Carlson Drive Extension.**

The Mayor opened the Public Hearing to consider Improvement Project No. 15-01ABCDEF Carlson Drive Extension. City Engineer Dan Sarff presented a PowerPoint concerning the project. Sarff indicated the project would extend Carlson Drive west of County State Aid Highway (CSAH) 41 approximately 850 feet to potentially accommodate construction by Mayo Health Systems following annexation of the 18.49 acres of land. City Engineer Sarff reported the project would include storm sewer, sanitary sewer, watermain, and construction of street, curb and gutter, sidewalk and trail. The proposed improvements have a total estimated cost of \$1,066,000. Proposed financing for the project includes special assessment on property annexed into the City, a property tax levy, enterprise funds and an infrastructure grant through the Department of Employment and Economic Development (DEED). With no one else appearing before the Council, the Mayor closed this portion of the meeting.

### **Consent Agenda**

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

- A. Bills and Appropriations.
- B. Res. No. 54-15 Approving Donations/Contributions/Grants.
- C. Parade Permit for Mankato YMCA, Livestrong 5K & 10K, Saturday, August 22, 2015 from 8 a.m.-10:30 a.m.
- D. Res. No. 55-15 Approving a Lease Agreement between the City of North Mankato and Verizon Wireless Telecommunication Facility located at 1525 Tower Boulevard, North Mankato.

Council Member Spears requested clarification on several bills. **Vote on the motion: Norland, Freyberg, Spears, Steiner and Dehen aye; no nays. Motion carried.**

### **Public Comments**

Barb Church, 102 Wheeler Avenue, appeared before the Council and indicated concern about use of the Consent Agenda.

Phil Henry, 1300 Noretta Drive, appeared before the Council and expressed concern over proposed spending on the proposed project No. 14-04DF Highway 14 Trail.

### **Business Items**

#### **Property and Casualty Insurance Renewal and Workers' Compensation Renewal. (Jay Weir, Weir Insurance).**

Jay Weir from Weir Insurance appeared before Council and presented the Property/Casualty and Workers' Compensation Insurance Renewal. Weir stated insurance premiums for 2015/2016 total \$273,235 compared to the prior period's \$282,972. Workers' compensation deposit premiums for 2014 and 2015 are \$116,008 and \$110,735, respectively. Property/Casualty premiums for 2014 and 2015 are \$166,964 and \$162,500, respectively. **Council Member Norland moved, seconded by Council Member Steiner to Approve the Property and Casualty Insurance Renewal and Workers' Compensation Renewal. Vote on the motion: Norland, Freyberg, Steiner, Spears and Dehen aye; no nays. Motion carried.**

#### **Consider Adopting Annexation Agreement with Mayo Clinic Health System-Mankato.**

Administrator Harrenstein stated that should the City annex the 18.49 acres that Mayo has requested be annexed into the City, Mayo would pay \$350,000.00 as their contribution toward construction of the Carlson Drive Extension. Council Member Spears requested the Council consider an alternate Annexation Agreement that clearly stated that Mayo Health Clinic would not file for tax exemption on the property once it was annexed into the City. **Council Member Freyberg moved, seconded by Council Member Steiner to Adopt the Annexation Agreement with Mayo Clinic Health System-Mankato as presented to Council.** Attorney Kennedy indicated Mayo provided the City with a letter indicating that non-profit tax exemption for the Mankato Hospital does not extend to the proposed building on the North Mankato property. Attorney Kennedy stated the letter provided commitment to the City of Mayo's intent concerning tax exemption status and the City should keep the letter with the agreement. **Vote on the motion: Norland, Freyberg, Steiner and Dehen aye; Spears nay. Motion carried.**

#### **Approval of Preliminary and Final Plat of Mayo Addition, a Request from Mayo Clinic Health System.**

City Planner Fischer reported the City received a request from Mayo Clinic Health Systems to annex 18.49 acres of land into the City limits. The applicant is proposing to formally plat the property as Mayo Addition and presented a proposed potential use of the property. The Planning Commission reviewed the request and recommends approval of the Preliminary & Final Plat of Mayo Addition contingent on successful annexation of the property. **Council Member Norland moved, seconded by Council Member Spears to approve the Preliminary and Final Plat of Mayo Addition contingent upon successful annexation of the property. Vote on the motion: Norland, Freyberg, Spears, Steiner and Dehen aye; no nays. Motion carried.**

#### **Z-1-15, Request to Zone Mayo Addition as B-3, General Commercial. Ordinance No. 70, Fourth Series, Zone Mayo Addition as B-3, General Commercial.**

City Planner Fischer stated the City received a request from Mayo Clinic Health System to formally zone Mayo Addition as B-3, General Commercial. The property is in the process of being annexed into the City limits and zoning must comply to the Comprehensive Plan. The Comprehensive Plan shows the future land use of this property as General Commercial and is consistent with the Comprehensive Plan. The Planning Commission recommended approval of Z-1-15 contingent upon successful annexation of the property. **Council Member Norland moved, seconded by Council**

**Member Steiner to approve Z-1-15, Request to Zone Mayo Addition as B-3, General Commercial. Ordinance No. 70, Fourth Series, Zone Mayo Addition as B-3, General Commercial, contingent upon successful annexation of the property. Vote on the motion: Norland, Freyberg, Spears, Steiner and Dehen aye; no nays. Motion carried.**

**Res. No. 56-15 Ordering Improvement and Preparation of Plans and Specifications for Project No. 15-01ABCDEF Carlson Drive Extension.**

City Engineer Dan Sarff appeared before Council and stated the Public Hearing was held earlier in the evening and the next step in the special assessment process is to order improvements and preparation of plans and specifications. **Council Member Steiner moved, seconded by Council Member Norland to adopt Res. No. 56-15 Ordering Improvement and Preparation of Plans and Specifications for Project No. 15-01ABCDEF Carlson Drive Extension. Vote on the motion: Norland, Freyberg, Spears, Steiner and Dehen aye; no nays. Motion carried.**

**Approval of Preliminary and Final Plat of Registered Land Survey No. 69, a Request from John Zender and Arlo Zander.**

City Planner Fischer reported this was a request to replat Registered Land Survey No. 59. Planner Fischer reported Registered Land Survey No. 59 was originally made to provide ownership of two businesses, Starr Cycle and The Service Rack, which occupy the same building. As Starr Cycle is preparing for a building addition, it is necessary to relocate the internal lot line separating the two businesses. The Planning Commission recommended the proposed Preliminary and Final Plat of Registered Land Survey No. 69. **Council Member Steiner moved, seconded by Council Member Norland to approve Preliminary and Final Plat of Registered Land Survey No. 69. Vote on the motion: Norland, Freyberg, Spears, Steiner and Dehen aye; no nays. Motion carried.**

**Res. No. 59-15 Calling Public Hearing at 7 pm on Monday, August 3, 2015 on a Proposed Property Tax Abatement.**

Tammy Omdal from Northland Securities appeared before Council and indicated the Resolution before the Council was to set a Public Hearing. The Public Hearing is necessary before the City can authorize the Sale of Bonds. Administrator Harrenstein indicated this represents the entire borrowing for 2015 and proceeds would be spent on the West Carlson Drive Extension, 14-04DF Highway 14 Trail, and a portion of the Lookout Drive project. Administrator Harrenstein stated the 14-04DF Highway 14 Trail bids came in over projected estimates, but in the past year the City has collected special assessments on several properties. The increased projected spending on project 14-04DF Highway 14 Trail has been entered into the projections and the fund balance is secure. Council Member Spears requested Ms. Omdal provide a lay person explanation of tax abatement. Ms. Omdal stated it was the City's ability to levy a property tax that is equivalent to taxes that could be abated. The revenue derived from an abatement levy can be used for a variety of purposes. The City plans to certify a property tax abatement levy to pay a portion of the debt service on the proposed 2015A general obligation bonds to be issued to fund the Project; the portion to be paid from abatement levy is for the trail improvement portion only. **Council Member Norland moved, seconded by Council Member Steiner to adopt Res. No. 59-15 Calling Public Hearing at 7 pm on Monday, August 3, 2015 on a Proposed Property Tax Abatement. Vote on the motion: Norland, Freyberg, Spears, Steiner and Dehen aye; no nays. Motion carried.**

**Res. No. 60-15 Providing for the Issuance and Sale of General Obligation Bonds, Series 2015A, in the Proposed Aggregate Principal Amount of \$2,060,000.**

Tammy Omdal from Northland Securities appeared before Council and stated the resolution before Council would set the sale of bonds. The bonds will be a general obligation of the City. However, the City anticipates paying debt service from a combination of special assessment revenue, a tax abatement levy, and a debt service tax levy. Ms. Omdal stated the principal payment schedule varies because the payment is structured around the existing debt service levy. Administrator Harrenstein stated the payment structure was established to work around the existing debt service payment and the 2010C bonds has balloon payments in 2016 and 2019. Attorney Kennedy requested information on if the bonds were bank qualified. Ms. Omdal indicated that because the total tax-exempt debt issued by the City in calendar year 2015 is expected to be less than \$10.0M, the Bonds will be designated as "bank qualified" obligations. The bonds will be rated by Standard & Poor's and the City's current rating is "AA". Attorney Kennedy requested information on anticipated rates. Ms. Omdal reported the anticipated interest on the bonds with a projected sale date of August 17, 2015 was 2.7%. **Council Member Norland moved, seconded by Council Member Steiner to adopt Res. no. 60-15 providing for the Issuance and Sale of General Obligation Bonds, Series 2015A, in the Proposed Aggregate Principal Amount of \$2,060,000. Vote on the motion: Norland, Freyberg, Spears, Steiner and Dehen aye: no nays. Motion carried.**

**Res. No. 61-15 Providing for the Issuance and Sale of General Obligation Bonds, Series 2015B, in the Proposed Aggregate Principal Amount of \$5,795,000.**

Administrator Harrenstein indicated the bonds refund a few series of bonds the City has outstanding and saves the City \$300,000.00 and does not extend the length of payments or increase interest payments. The savings would be spread across the water, sewer and storm funds. Council Member Freyberg indicated this was a good financial move. **Council Member Norland moved, seconded by Council Member Freyberg to adopt Res. No. 61-15 providing for the Issuance and Sale of General Obligation Bonds, series 2015B, in the Proposed Aggregate Principal Amount of \$5,795,000. Vote on the motion: Norland, Freyberg, Spears, Steiner and Dehen aye; no nays. Motion carried.**

**Res. No. 57-15 Awarding Bid for Project No. 14-04DF Highway 14 Trail.**

City Engineer Dan Sarff appeared before Council and stated the bids came in approximately 15% higher than the engineer's estimate. The higher than anticipated costs are primarily due to the challenging construction corridor in which the project is located. The bidding documents provided for flexibility in the construction timeframe and completion dates. The contractor has the option to construct the project this summer/fall or wait until next spring to begin construction. The low bidder, Dirt Merchant, Inc, indicated that they intend to complete the construction this fall. Engineer Sarff recommended awarding the bid to Dirt Merchant, Inc contingent on MnDOT's execution of the Cooperative Construction Agreement for the project and also contingent on concurrence on the award by the MnDOT State Aid and Civil Rights offices. **Council Member Norland moved, seconded by Council Member Freyberg to adopt Res. No. 57-15 Awarding Bid for Project No. 14-04DF Highway 14 Trail. Vote on the motion: Norland, Freyberg, Spears, Steiner and Dehen aye; no nays. Motion carried.**

**Res. No. 58-15 Resolution Indicating Intent to Participate in Cooperative Construction Agreement for Project No. 14-04DF Highway 14 Trail, SP 150-090-002.**

City Engineer Dan Sarff indicated the agreement was primarily a maintenance agreement. The agreement indicates that all trail improvements would be the responsibility of the City to maintain. **Council Member Norland moved, seconded by Council Member Steiner to adopt Res. No. 58-15**

**Awarding Bid for Project No. 14-04DF Highway 14 Trail. Vote on the motion: Norland, Freyberg, Spears, Steiner and Dehen aye; no nays. Motion carried.**

**Res. No. 62-15 Approving Eagles Aerie 269 Gambling License.**

Mayor Dehen indicated that in order to allow the Eagles to meet a time sensitive deadline with the State this item was added to the Agenda. **Council Member Steiner moved, seconded by Council Member Norland to adopt Res. No. 62-15 Approving Eagles Aerie 269 Gambling License. Vote on the motion: Norland, Freyberg, Spears, Steiner and Dehen aye; no nays. Motion carried.**

**City Administrator and Staff Comments**

Administrator Harrenstein extended his thanks to the volunteers who organized Fun Days. Administrator Harrenstein also thanked City employees who helped everything run smoothly.

Public Works Director Swanson City reported crews would be going, street by street, to pick up trees and branches blown down by the Friday, July 17 storm.

**Mayor and Council Comments**

Mayor Dehen thanked Civic and Commerce for the excellent Fun Days event. Mayor Dehen also congratulated the North Mankato Fire Department for winning the water fight.

Mayor Dehen reported the Fun Days Celebrity Horseshoe tournament was won by the City of North Mankato.

Mayor Dehen stated the U.S. Highway 14 Partnership 2015 Legislative Wrap-up meeting information was included in the packet.

Mayor Dehen reminded the community of the 7<sup>th</sup> Annual Blues on Belgrade which would be held on July 25<sup>th</sup> beginning at 12 noon.

Mayor Dehen reported the Community Development Block Grant action plan was approved.

**Public Comments**

Phil Henry, 1300 Noretta Drive, appeared before Council and requested that the bills and appropriations list be presented the way it used to be prior to the financial software upgrade. Mr. Henry requested information on Well No. 9. Administrator Harrenstein stated they were still working on the well because they were having difficulties with pressurization.

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

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Mayor

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City Clerk

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #7	Department: Administration	Council Meeting Date: 8/03/15
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**TITLE OF ISSUE: Public Hearing at 7pm on a Proposed Property Tax Abatement.**

**BACKGROUND AND SUPPLEMENTAL INFORMATION:** The City is planning to use property tax abatement authority in connection with financing public infrastructure improvements, including public improvements in connection with Project No. 14-04DF TH 14 Trail. The City plans to certify a property tax abatement levy to pay a portion of the debt service on the proposed 2015A general obligation bonds to be issued to fund the Project; the portion to be paid from abatement levy is for the trial improvement portion only. Following the Public Hearing the City Council will consider a resolution approving the property tax abatement. The total amount of the taxes proposed to be abated by the City on the parcels identified within the abatement are estimated to be not more than \$750,000 collected over a 15-year term, or not greater than \$50,000 per year.

*If additional space is required, attach a separate sheet*

**REQUESTED COUNCIL ACTION: Public Hearing**

Motion By: \_\_\_\_\_  
 Second By: \_\_\_\_\_

Vote Record:

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

**SUPPORTING DOCUMENTS ATTACHED**

Resolution	Ordinance	Contract	Minutes	Map
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify) <u>Notice of Public Hearing, Affidavit of Publication</u>				
_____				
_____				

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

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

**EXHIBIT A**

**NOTICE OF PUBLIC HEARING**

**NOTICE OF PUBLIC HEARING REGARDING A PROPOSED PROPERTY TAX  
ABATEMENT**

NOTICE IS HEREBY GIVEN that the City Council of the City of North Mankato, Minnesota (the "City") will meet on Monday, August 3, 2015, at or after 7:00 PM, at City Hall, 1001 Belgrade Avenue in the City, to hold a public hearing concerning a proposal that the City abate all or a portion of property taxes levied by the City on properties located in City with the following property identification numbers (the "Property"):

18.420.0330	18.420.0240	18.861.0010	18.810.0040
18.420.0450	18.420.0190	18.861.0020	18.420.0100
18.420.0480	18.420.0230	18.420.0260	18.420.0060
18.810.0020	18.420.0220	18.420.0370	18.420.0570
18.420.0420	18.481.0070	18.420.0160	18.420.0510
18.420.0580	18.420.0490	18.420.0550	18.420.0440
18.420.0350	18.481.0151	18.481.0153	18.482.0080
18.420.0340	18.861.0030	18.420.0540	18.481.0152
18.420.0250	18.420.0120	18.420.0280	18.420.0140
18.420.0320	18.420.0600	18.420.0360	18.420.0300
18.420.0310	18.420.0410	18.420.0130	18.420.0070
18.420.0380	18.420.0460	18.420.0150	18.420.0080
18.481.0060	18.420.0560	18.420.0050	18.420.0590
18.810.0010	18.420.0400	18.420.0110	18.810.0030
18.420.0270	18.420.0090	18.420.0620	18.420.0630
18.482.0120	18.420.0430	18.420.0530	18.420.0640
18.761.0010	18.420.0470	18.420.0610	18.419.0190
18.481.0080	18.420.0170	18.420.0210	18.481.0160
18.783.0020	18.420.0290	18.420.0180	18.420.0390

The total amount of the taxes proposed to be abated by the City on the Property is estimated to be approximately \$750,000. The City Council will consider the property tax abatement in connection with financing certain public infrastructure improvements, including but not limited to trail improvements in the City.

All interested persons may appear and be heard at the public hearing either orally or in writing, or may file written comments with the City Clerk before the hearing.

Dated: \_\_\_\_\_, 2015

BY ORDER OF THE CITY COUNCIL OF THE  
CITY OF NORTH MANKATO, MINNESOTA

/s/ April Van Genderen  
City Clerk  
City of North Mankato, Minnesota

# AFFIDAVIT OF PUBLICATION

State of Minnesota, ss.  
County of Blue Earth

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

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

(B) The printed \_\_\_\_\_ Notice \_\_\_\_\_

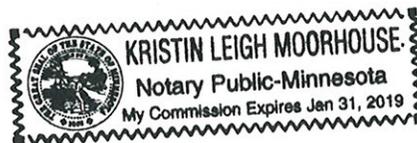
\_\_\_\_\_ which is attached was cut from the columns of said newspaper, and was printed and published once each week, for 1 successive weeks; it was first published on Wednesday, the 22 day of July, 2015, and was thereafter printed and published on every Wednesday to and including Wednesday, the 22 day of July, 2015; and printed below is a copy of the lower case alphabet from A to Z, both inclusive, which is hereby acknowledged as being the size and kind of type used in the composition and publication of the notice:

abcdefghijklmnopqrstuvwxyz

By: John T. Elchert  
Publisher

Subscribed and sworn to before me on this 22 day of July, 2015.

Kristin Moorhouse  
Notary Public



July 22, 2015  
**NOTICE OF PUBLIC HEARING  
REGARDING PROPOSED PROPERTY TAX ABATEMENT  
CITY OF NORTH MANKATO**

NOTICE IS HEREBY GIVEN that the City Council of the City of North Mankato, Minnesota (the "City") will meet on Monday, August 3, 2015, at or after 7:00 P.M., at City Hall, 1001 Belgrade Avenue in the City, to hold a public hearing concerning a proposal that the City abate all or a portion of property taxes levied by the City on properties located in City with the following property identification numbers (the "Property"):

18.420.0330	18.420.0240	18.861.0010	18.810.0040
18.420.0450	18.420.0190	18.861.0020	18.420.0100
18.420.0480	18.420.0230	18.420.0260	18.420.0060
18.810.0020	18.420.0220	18.420.0370	18.420.0570
18.420.0420	18.481.0070	18.420.0160	18.420.0510
18.420.0580	18.420.0490	18.420.0550	18.420.0440
18.420.0350	18.481.0151	18.481.0153	18.482.0080
18.420.0340	18.861.0030	18.420.0540	18.481.0152
18.420.0250	18.420.0120	18.420.0280	18.420.0140
18.420.0320	18.420.0600	18.420.0360	18.420.0300
18.420.0310	18.420.0410	18.420.0130	18.420.0070
18.420.0380	18.420.0460	18.420.0150	18.420.0080
18.481.0060	18.420.0560	18.420.0050	18.420.0590
18.810.0010	18.420.0400	18.420.0110	18.810.0030
18.420.0270	18.420.0090	18.420.0620	18.420.0630
18.482.0120	18.420.0430	18.420.0530	18.420.0640
18.761.0010	18.420.0470	18.420.0610	18.419.0190
18.481.0080	18.420.0170	18.420.0210	18.481.0160
18.783.0020	18.420.0290	18.420.0180	18.420.0390

The total amount of the taxes proposed to be abated by the City on the Property is estimated to be approximately \$750,000. The City Council will consider the property tax abatement in connection with financing certain public infrastructure improvements, including but not limited to trail improvements in the City.  
All interested persons may appear and be heard at the public hearing either orally or in writing, or may file written comments with the City Clerk before the hearing.  
Dated: July 20, 2015.

BY ORDER OF THE CITY COUNCIL  
OF THE CITY OF NORTH MANKATO, MINNESOTA  
/s/ April Van Genderen  
City Clerk  
City of North Mankato, Minnesota



City of North Mankato, MN

# Claims List - Regular

By Vendor Filed As Name

3-Aug-15

Vendor Number	Vendor Filed As Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK						
00819	**Void**	7/15/2015	Regular	0	-1670.43	82400
00118	**Void**	7/15/2015	Regular	0	-1051.10	82344
	**Void**	07/17/2015	Regular	0	0.00	82465
	**Void**	07/17/2015	Regular	0	0.00	82466
	**Void**	07/17/2015	Regular	0	0.00	82467
	**Void**	7/23/2015	Regular	0	0.00	82481
01191	**Void**	7/27/2015	Regular	0	-20.00	82440
	**Void**	08/03/2015	Regular	0	0.00	82528
	**Void**	08/03/2015	Regular	0	0.00	82533
	**Void**	08/03/2015	Regular	0	0.00	82576
	**Void**	08/03/2015	Regular	0	0.00	82577
00008	A+ SYSTEMS GROUP	08/03/2015	Regular	0	149.70	82494
00012	ABDO, EICK & MEYERS, LLP	08/03/2015	Regular	0	790.00	82495
00036	ALEX AIR APPARATUS, INC.	08/03/2015	Regular	0	70.53	82496
00088	APPLIED CONCEPTS, INC.	08/03/2015	Regular	0	110.00	82497
00102	AUDIO EDITIONS	08/03/2015	Regular	0	359.07	82498
00118	BARNES & NOBLE, INC.	07/22/2015	Regular	0	51.10	82472
00118	BARNES & NOBLE, INC.	08/03/2015	Regular	0	875.00	82499
00123	BATTERIES+BULBS	08/03/2015	Regular	0	559.48	82500
00129	BCA CRIMINAL JUSTICE TRAINING & EDUCATIO	08/03/2015	Regular	0	150.00	82501
00163	BLUE VALLEY SOD, INC.	08/03/2015	Regular	0	59.07	82502
02019	BRENNAN CONSTRUCTION OF MN INC.	07/24/2015	Regular	0	262.35	82482
00216	C & S SUPPLY CO, INC.	08/03/2015	Regular	0	637.19	82503
00219	CARDMEMBER SERVICE	07/17/2015	Regular	0	8518.22	82464
00227	CARQUEST AUTO PARTS STORE	08/03/2015	Regular	0	1537.55	82504
00230	CCP INDUSTRIES, INC.	08/03/2015	Regular	0	223.01	82505
00241	CHARTER COMMUNICATIONS	08/03/2015	Regular	0	15240.92	82506
00255	CITY OF MANKATO	08/03/2015	Regular	0	50000.00	82507
02058	CONSOLIDATED COMMUNICATIONS	07/24/2015	Regular	0	264.12	82483
00303	CRAWLER WELDING, INC.	08/03/2015	Regular	0	101.00	82508
00304	CREATIVE AD SOLUTIONS, INC.	08/03/2015	Regular	0	90.50	82509
00310	CRYSTEEL TRUCK EQUIPMENT, INC	08/03/2015	Regular	0	13856.98	82510
00322	DALCO	08/03/2015	Regular	0	60.17	82511
00334	DEHEN, MARK	08/03/2015	Regular	0	59.33	82512
00336	DELTA DENTAL	07/24/2015	Regular	0	909.40	82484
00337	DEMCO, INC.	08/03/2015	Regular	0	823.29	82513
00343	DH ATHLETICS LLC	08/03/2015	Regular	0	215.00	82514
00364	DRUMMER'S GARDEN CENTER & FLORAL	08/03/2015	Regular	0	635.88	82515
00432	FLEETPRIDE	08/03/2015	Regular	0	187.41	82516
00447	FREE PRESS	08/03/2015	Regular	0	428.21	82517
00456	FROMM'S AUTO, INC.	08/03/2015	Regular	0	82.89	82518
00462	G & K SERVICES	08/03/2015	Regular	0	183.24	82519
00463	G & L AUTO SUPPLY, LLC	08/03/2015	Regular	0	217.34	82520
00465	GALE/CENGAGE LEARNING	08/03/2015	Regular	0	24.00	82521
00499	GRAINGER	08/03/2015	Regular	0	11.29	82522
00508	GREEN TECH RECYCLING, LLC	08/03/2015	Regular	0	210.80	82523
00519	HACH COMPANY	08/03/2015	Regular	0	204.19	82524
00538	HAWKINS, INC.	08/03/2015	Regular	0	1744.73	82525
00577	HOLTMEIER CONSTRUCTION	08/03/2015	Regular	0	176049.46	82526
00595	HY-VEE, INC.	07/24/2015	Regular	0	599.42	82485
00600	ICMA RETIREMENT TRUST ROTH IRA	07/23/2015	Regular	0	450.00	82476
00601	ICMA RETIREMENT TRUST-457	07/23/2015	Regular	0	3223.85	82477
00608	INGRAM LIBRARY SERVICES	08/03/2015	Regular	0	2317.53	82527
01275	JADD SEPPMANN & SONS, LLP	08/03/2015	Regular	0	960.00	82529
00639	JOHN DEERE FINANCIAL	07/24/2015	Regular	0	652.90	82486
00733	LAKES GAS CO #10	08/03/2015	Regular	0	157.60	82530
00743	LARKSTUR ENGINEERING & SUPPLY, INC.	08/03/2015	Regular	0	17.82	82531
00746	LAW ENFORCEMENT LABOR SERVICES, INC.	07/23/2015	Regular	0	470.00	82478

00776	LLOYD LUMBER CO.	08/03/2015	Regular	0	1415.48	82532
00789	LOWRY, LUCY	08/03/2015	Regular	0	516.00	82534
00805	MAGFA	07/24/2015	Regular	0	712.17	82487
00805	MAGFA	07/24/2015	Regular	0	812.87	82488
00819	MANKATO FORD, INC.	07/17/2015	Regular	0	734.39	82468
00819	MANKATO FORD, INC.	08/03/2015	Regular	0	304.78	82535
02059	MANKATO REFRIGERATION, LLC	07/17/2015	Regular	0	936.04	82469
00874	MENARDS-MANKATO	08/03/2015	Regular	0	324.19	82536
00875	METRO SALES, INC.	08/03/2015	Regular	0	129.00	82537
00902	MINNESOTA IRON & METAL CO	08/03/2015	Regular	0	29.00	82538
00935	MINNESOTA PIPE & EQUIPMENT	08/03/2015	Regular	0	2596.32	82539
00966	MINNESOTA PUBLIC FACILITIES AUTHORITY	08/03/2015	Regular	0	66088.21	82540
00944	MINNESOTA SPORTS FEDERATION, INC.	08/03/2015	Regular	0	100.00	82541
00910	MINNESOTA VALLEY TESTING LAB, INC.	08/03/2015	Regular	0	158.75	82542
00961	MMFL STATE TOURNAMENT	07/24/2015	Regular	0	450.10	82489
00961	MMFL STATE TOURNAMENT	07/24/2015	Regular	0	185.14	82490
00987	MOTION INDUSTRIES, INC.	08/03/2015	Regular	0	13.75	82543
00993	MRCI	08/03/2015	Regular	0	15836.29	82544
00997	MTI DISTRIBUTING, INC.	08/03/2015	Regular	0	794.84	82545
01010	NATIONAL INSURANCE SERVICES OF WI, INC.	07/24/2015	Regular	0	580.44	82491
01010	NATIONAL INSURANCE SERVICES OF WI, INC.	07/24/2015	Regular	0	1133.11	82492
01010	NATIONAL INSURANCE SERVICES OF WI, INC.	07/24/2015	Regular	0	68.50	82493
01018	NCPERS MINNESOTA-UNIT 662400	07/23/2015	Regular	0	192.00	82479
01033	NEWMAN TRAFFIC SIGNS	08/03/2015	Regular	0	886.09	82546
01036	NICOLLET COUNTY RECORDER/ABSTRACTER	07/17/2015	Regular	0	46.00	82470
01036	NICOLLET COUNTY RECORDER/ABSTRACTER	08/03/2015	Regular	0	46.00	82547
01044	NICOLLET FIRE DEPARTMENT	08/03/2015	Regular	0	999.00	82548
01052	NORTH CENTRAL INTERNATIONAL	08/03/2015	Regular	0	943.93	82549
01083	OVERDRIVE, INC.	08/03/2015	Regular	0	2582.87	82550
02005	PANTHEON COMPUTERS	08/03/2015	Regular	0	5340.50	82551
01099	PET EXPO DISTRIBUTORS	08/03/2015	Regular	0	50.00	82552
01106	PETTY CASH	08/03/2015	Regular	0	100.28	82553
01121	POHLMAN, TIMOTHY	08/03/2015	Regular	0	35.00	82554
01133	POWERPLAN	08/03/2015	Regular	0	310.54	82555
01139	PRECOCIOUS PYROTECHNICS, INC.	07/22/2015	Regular	0	45000.00	82473
01160	QUALITY OVERHEAD DOOR CO, INC	08/03/2015	Regular	0	190.50	82556
01179	RED FEATHER PAPER CO.	08/03/2015	Regular	0	459.70	82557
01190	REINHART FOODSERVICE LLC	08/03/2015	Regular	0	1677.21	82558
01211	RIVER BEND BUSINESS PRODUCTS	08/03/2015	Regular	0	768.32	82559
01226	RUFFRIDGE JOHNSON EQUIPMENT CO., INC.	08/03/2015	Regular	0	2067.12	82560
01242	SAWATZKY POOLS, INC.	08/03/2015	Regular	0	305.36	82561
01281	SIGN PRO	08/03/2015	Regular	0	574.68	82562
01286	SKARPOHL PRESSURE WASHER SALES	08/03/2015	Regular	0	12.00	82563
01079	SMC-SOUTHERN MINNESOTA CONSTRUCTION	08/03/2015	Regular	0	8766.82	82564
01322	SPRINT	07/22/2015	Regular	0	74.70	82474
01323	SPS COMPANIES, INC.	08/03/2015	Regular	0	329.48	82565
01335	STAPLES ADVANTAGE	08/03/2015	Regular	0	646.25	82566
02087	STOP STICK, LTD.	08/03/2015	Regular	0	451.00	82567
01377	TELRITE CORPORATION	07/22/2015	Regular	0	225.44	82475
01402	TIRE ASSOCIATES	08/03/2015	Regular	0	5494.67	82568
01433	TYLER TECHNOLOGIES	08/03/2015	Regular	0	750.00	82569
01443	UNITED STATES POSTAL SERVICE	07/17/2015	Regular	0	2000.00	82471
01445	UNITED WAY INC	07/23/2015	Regular	0	213.43	82480
01477	VIKING ELECTRIC SUPPLY, INC.	08/03/2015	Regular	0	81.20	82570
01478	VIKING FIRE & SAFETY LLC	08/03/2015	Regular	0	137.65	82571
01524	WERNER ELECTRIC SUPPLY	08/03/2015	Regular	0	85.07	82572
01525	WEST CENTRAL SANITATION, INC.	08/03/2015	Regular	0	15995.95	82573
01526	WESTMAN FREIGHTLINER, INC.	08/03/2015	Regular	0	297.67	82574
01557	XCEL ENERGY	08/03/2015	Regular	0	21650.45	82575

**Bank Code APBNK Summary**

	Payable	Payment	Discount	Payment
Payment Type	Count	Count		
Regular Checks	444	106	0.00	498,507.79
Manual Checks	0	0	0.00	0.00
Voided Checks	0	11	0.00	-2741.53
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>444</b>	<b>117</b>	<b>0.00</b>	<b>495766.26</b>

**Authorization Signatures**

All Council

The above manual and regular claims lists are approved by:

\_\_\_\_\_  
MARK DEHEN- MAYOR

\_\_\_\_\_  
KIM SPEARS- COUNCIL MEMBER

\_\_\_\_\_  
DIANE NORLAND- COUNCIL MEMBER

\_\_\_\_\_  
WILLIAM STEINER- COUNCIL MEMBER

\_\_\_\_\_  
ROBERT FREYBERG- COUNCIL MEMBER

\_\_\_\_\_



Audio  
**CITY OF NORTH MANKATO ~~PARK~~ PERMIT**

This permit does reserve space in a City Park.

PERMIT #: 97 -2015 SHELTER: Back Yard FEE:       /      

TYPE OF EVENT: Birthday Party DATE VALID: 9-12-15 HOURS: 6:30-10<sup>2</sup>30

ORGANIZATION: Chris Good SIZE: 75-100

APPLICANT NAME: Chris Good

ADDRESS: 512 Sherman St. CITY: North Mankato

ZIP: \_\_\_\_\_ DAYTIME PHONE #: \_\_\_\_\_

TENTS: \_\_\_\_\_ ELECTRICITY: \_\_\_\_\_ ALCOHOL: \_\_\_\_\_

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

AUDIO DEVICES: 25 DB

Amplified music or band requires Council approval

OTHER: Band playing from 6:30-10:30

PERMIT APPROVED: \_\_\_\_\_ DATE: \_\_\_\_\_

PERMIT DENIED: \_\_\_\_\_

REFER TO COUNCIL: ✓

\_\_\_\_\_  
City Clerk

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

**PROHIBITED**

- \* Vehicles are not allowed to be parked or driven on the grass for any reason unless permission is given from the Park Department.
- \* 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] 7/21/15  
Applicant Date

For Office Use Only	Receipt # _____	Book _____	Park _____	Police _____
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# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #8D	Department: Public Works	Council Meeting Date: 8/03/15
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**TITLE OF ISSUE: Consider Approving Purchase of \$193,000 Street Sweeper in January of 2016.**

**BACKGROUND AND SUPPLEMENTAL INFORMATION: The purchase of a new street sweeper was approved in the adopted 2015-2019 Capital Improvement Plan (CIP) as part of the equipment replacement plan. The purchase agreement must be made now to get the 2015 model at a reduced cost. This replaces a 1997 unit that is cost prohibitive to maintain at a reliable service level. Please note that this purchase will not be made until 2016.**

*If additional space is required, attach a separate sheet*

**REQUESTED COUNCIL ACTION: Approve Purchase of \$193,000 Street Sweeper in January of 2016.**

Motion By: \_\_\_\_\_  
 Second By: \_\_\_\_\_

Vote Record:

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

**SUPPORTING DOCUMENTS ATTACHED**

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

Other (specify) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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

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

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #8E	Department: Public Works	Council Meeting Date: 8/03/15
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**TITLE OF ISSUE: Consider Approving Purchase of \$337,000.00 Sewer Jetter.**

**BACKGROUND AND SUPPLEMENTAL INFORMATION: The purchase of a sewer jetter was approved in the adopted 2015 Budget as part of the equipment replacement plan. This replaces a 1993 unit that has begun to have reliability issues. The purchase price is \$37,000 over projected cost due to new emission standards, increased manufacturing costs and a lower trade in value of the current jetter.**

*If additional space is required, attach a separate sheet*

**REQUESTED COUNCIL ACTION: Approve Purchase of \$337,000 Sewer Jetter.**

Motion By: \_\_\_\_\_  
 Second By: \_\_\_\_\_

Vote Record:

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

**SUPPORTING DOCUMENTS ATTACHED**

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

Other (specify) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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

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



Minnesota Department of Public Safety  
 Alcohol and Gambling Enforcement Division  
 445 Minnesota Street, Suite 222, St. Paul, MN 55101  
 651-201-7500 Fax 651-297-5259 TTY 651-282-6555  
**APPLICATION AND PERMIT FOR A 1 DAY  
 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization North Mankato American Legion Post 518		Date organized	Tax exempt number 31-0953070	
Address 256 Belgrade Avenue		City North Mankato	State Minnesota	Zip Code 56003
Name of person making application Dezira Bauleke		Business phone 507-625-1264		Home phone
Date(s) of event August 22, 2015		Type of organization <input checked="" type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input type="checkbox"/> Other non-profit		
Organization officer's name X Tom Paulson		City Eagle Lake	State Minnesota	Zip
<input type="button" value="Add New Officer"/>				

Location where permit will be used. If an outdoor area, describe.  
 We plan to fence off the area straight back from the building, in the area of the tenant parking spots.

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City of North Mankato	_____	Date Approved	_____
City or County approving the license	_____	August 22, 2015	_____
\$140.00	_____	Permit Date	_____
Fee Amount	_____	aprilv@northmankato.com	_____
7/24/15	_____	City or County E-mail Address	_____
Date Fee Paid	_____	507-625-4141	_____
		City or County Phone Number	_____

Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO [AGE.TEMPORARYAPPLICATION@STATE.MN.US](mailto:AGE.TEMPORARYAPPLICATION@STATE.MN.US)

OFFICE USE If needed:

\*Must provide Reasonable Security for event. Chief Boyer

POLICE approved  not approved  Date: 07-20-15 #701

COUNCIL ACTION approved  not approved  Date:

Application Fee paid on: July 24, 2015

License Issued on: \_\_\_\_\_

Patio = Wooden Fence

Gate

Dumpster

Area outside Bar

Proposed Fenced Area Behind Building

Parking in City Lot

Alleyway

Apt 2

Apt 2

Apt 1

Apt 1



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
11/14/2014

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

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

PRODUCER Key City Insurance Agency 334 Belgrade Avenue P.O. Box 2138 North Mankato, MN 56002-2138 William C. Stallkamp	Phone: 507-625-7667 Fax: 507-625-3349	CONTACT NAME: PHONE (A/C, No, Ext): E-MAIL ADDRESS:	FAX (A/C, No):
	INSURER(S) AFFORDING COVERAGE INSURER A: <b>West Bend Mutual Ins Co</b>		NAIC # <b>15350</b>
INSURED American Legion Post 518 PO Box 2233 No Mankato, MN 56002		INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES      CERTIFICATE NUMBER:      REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDITIONAL INSURER	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COM/OP AGG \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB EXCESS LIAB DED      RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y <input type="checkbox"/> N N/A				WC STATUTORY LIMITS OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Liquor Liability		NSN1821282	01/01/2015	01/01/2016	Occurrenc 1,000,000 Aggregate 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)  
 Location: 256 Belgrade Avenue, North Mankato MN 56003

CERTIFICATE HOLDER  City of North Mankato 1001 Belgrade Ave North Mankato, MN 56003	CITY OF N CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE William C. Stallkamp <i>William C. Stallkamp</i>
---	--

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 27, 2015 at Holy Rosary Catholic Church located at 525 Grant Avenue within the City of North Mankato, Minnesota, which application was received by the City on July 24, 2015;

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 3<sup>rd</sup> day of August 2015.

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Mayor

ATTEST:

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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 raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)
Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is \$100; otherwise the fee is \$150.
Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Holy Rosary Catholic Church Previous Gambling Permit Number: X-03302-14-015
Minnesota Tax ID Number, if any: Federal Employer ID Number (FEIN), if any:
Mailing Address: 525 Grant Avenue
City: North Mankato State: MN Zip: 56003 County: Nicollet
Name of Chief Executive Officer (CEO): Rev. Paul van de Crommert
Daytime Phone: 507-380-1355 Email: pstreit@hickorytech.net

NONPROFIT STATUS

Type of Nonprofit Organization (check one):
[ ] Fraternal [x] Religious [ ] Veterans [ ] Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)
[ ] A current calendar year Certificate of Good Standing
Don't have a copy? Obtain this certificate from:
MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103
Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767
[ ] 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 toll free at 1-877-829-5500.
[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:
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
2. 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 Catholic Church
Address (do not use P.O. box): 525 Grant Avenue
City or Township: North Mankato Zip: 56003 County: Nicollet
Date(s) of activity (for raffles, indicate the date of the drawing): November 27, 2015
Check each type of gambling activity that your organization will conduct:
[ ] Bingo\* [ ] Paddlewheels\* [ ] Pull-Tabs\* [ ] Tipboards\*
[x] Raffle (total value of raffle prizes awarded for the calendar year: \$2,000.00)

\* 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.mn.gov/gcb and click on Distributors under LIST OF LICENSEES, or call 651-539-1900.

**LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)**

**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: North Mankato

Signature of City Personnel: [Signature]

Title: City Clerk Date: 7/24/15

**The city or county must sign before submitting application to the Gambling Control Board.**

**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 Minn. Statutes, section 349.213.)

Print Township Name: \_\_\_\_\_

Signature of Township Officer: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)**

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: July 16, 2015  
(Signature must be CEO's signature; designee may not sign)

Print Name: Rev. Paul van de Crommert

**REQUIREMENTS**

**Complete a separate application for:**

- all gambling conducted on two or more consecutive days, or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

**Financial report to be completed within 30 days after the gambling activity is done:**  
 A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

**MAIL APPLICATION AND ATTACHMENTS**

**Mail application with:**

- \_\_\_\_\_ a copy of your proof of nonprofit status, and
- \_\_\_\_\_ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

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

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

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

## REQUEST FOR COUNCIL ACTION



Agenda Item #8J	Department: City Planner	Council Meeting Date: 8/03/15
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**TITLE OF ISSUE: Consider Setting Public Hearing for 7p.m., August 17, 2015 for the Vacation of Utility Easements-Butterworth Subdivision.**

**BACKGROUND AND SUPPLEMENTAL INFORMATION: As part of the utility vacation process, it is necessary to set a Public Hearing and notify all underground utility companies. Attached is a Petition for Utility Easement Vacation signed by Douglas C. Anderson and a map showing the location of the easments to be vacated.**

If additional space is required, attach a separate sheet

**REQUESTED COUNCIL ACTION: Approve Setting Public Hearing for 7 pm, August 17, 2015.**

Motion By: \_\_\_\_\_  
 Second By: \_\_\_\_\_

Vote Record:

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

**SUPPORTING DOCUMENTS ATTACHED**

Resolution	Ordinance	Contract	Minutes	Map
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify) <u>Petition for Vacation, Notice of Public Hearing, Map</u>				
_____				
_____				
_____				

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

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

NOTICE OF HEARING ON UTILITY VACATION  
BUTTERWORTH SUBDIVISION

NOTICE IS HEREBY GIVEN that the City Council of the City of North Mankato, Minnesota, will hold a Public Hearing on Monday, August 17, 2015, commencing at 7:00 p.m. in the Council Chambers of the Municipal Building, 1001 Belgrade Avenue, to consider the vacation of the following described utility easements:

All utility easements within Lot 2, Block 1, Butterworth Subdivision as listed on the Butterworth Subdivision Plat.

Dated this 3<sup>rd</sup> day of August 2015.

April Van Genderen  
City Clerk  
City of North Mankato, Minnesota

## PETITION FOR VACATION

The undersigned property owner hereby petitions the City Council of the City of North Mankato, Minnesota, to vacate the following described utility easements:

All utility easements within Lot 2, Block 1, Butterworth Subdivision as listed on the Butterworth Subdivision Plat.

Dated this 28<sup>th</sup> day of JULY 2015.

Heather Anderson  
Witness

Douglas C. Anderson, PRES.  
Douglas C. Anderson, President

Received by City Clerk:

7/28/15  
Date

April J. Van Gender  
City Clerk





CITY OF NORTH MANKATO, MINNESOTA

RESOLUTION NO. \_\_\_\_\_

**RESOLUTION APPROVING PROPERTY TAX ABATEMENT  
RELATED TO TRAIL IMPROVEMENTS IN THE CITY OF  
NORTH MANKATO**

BE IT RESOLVED By the City Council (the "Council") of the City of North Mankato, Minnesota (the "City"), as follows:

Section 1.       Recitals.

1.01.   The City has contemplated granting a property tax abatement in order to aid in the construction of trail improvements in the City (the "Project"), which will benefit certain property in the City, all pursuant to Minnesota Statutes, Sections 469.1812 through 469.1815, as amended (the "Act").

1.02.   Pursuant to Section 469.1813, subdivision 1 of the Act, the City may grant an abatement of all or a portion of the taxes imposed by the City on a parcel of property to pay for all or part of the cost of acquisition or construction of public facilities and to finance or provide public infrastructure, whether or not located on or adjacent to the parcel for which the tax is abated.

1.03.   The City has identified seventy-six (76) parcels located in the City, identified in EXHIBIT A hereto (the "Abatement Property"), which will be benefitted by the Project and from which the City proposes to abate a portion of the City's share of taxes to help finance the Project, subject to all the terms and conditions of this resolution (the "Abatement"). The Abatement Property is not located in a tax increment financing district.

1.04.   The City intends to issue its general obligation tax abatement bonds in the approximate aggregate principal amount of \$580,000 (the "Abatement Bonds") to pay the costs of the Project pursuant to the Act. The Abatement Bonds are expected to be paid primarily through the collection of Abatement revenues.

1.05.   On the date hereof, the Council conducted a duly noticed public hearing on the Abatement at which the views of all interested persons were heard.

Section 2.       Findings.

2.01.   It is hereby found and determined that the benefits to the City from the Abatement will be at least equal to the costs to the City of the Abatement for the following reasons:

(a)    The Abatement will help finance the Project, which is necessary to finance or provide public infrastructure in a way that will preserve natural resources and ensure a high quality of life for residents of the City.

(b)    The Project will help preserve and increase the value of the Abatement Property, thereby helping to generate additional City tax revenues over the long term after the expiration of the Abatement.

2.02. It is hereby found and determined that the Abatement is in the public interest because it will finance or provide public infrastructure, which will protect the general health and welfare of the community and contribute to the quality of life in the City by maintaining public infrastructure in proper working order.

Section 3. Actions Ratified; Abatement Approved.

3.01. The Council hereby ratifies all actions of the City's staff and consultants in arranging for approval of this resolution in accordance with the Act.

3.02. Subject to the provisions of the Act, the Abatement is hereby approved and adopted subject to the following terms and conditions:

(a) The term "Abatement" means the City's share of the real property taxes generated from the land and improvements on the Abatement Property, in the amounts described in this Section:

(i) The aggregate amount of Abatement collected by the City during the term of this resolution will not exceed the amount necessary to pay all of the principal of and the interest on the Abatement Bonds, up to a maximum of \$750,000.

(ii) Notwithstanding anything to the contrary herein, the Abatement payable on any August 1 and subsequent February 1, combined, will not exceed the amount produced by extending the City's total tax rate for the applicable year against the tax capacity of the Abatement Property, as of January 2 in the prior year.

(iii) In accordance with Section 469.1813, subdivision 8 of the Act, in no year shall the Abatement, together with all other abatements approved by the City under the Act and paid in that year, exceed the greater of 10% of the City's levy for that year or \$200,000 (the "Abatement Volume Cap"). The City may grant any other abatements permitted under the Act after the date of this resolution, provided that to the extent the total abatements in any year exceed the Abatement Cap, the allocation of Abatement Cap to such other abatements is subordinate to the Abatements under this resolution.

(b) The Abatement will be for a term of fifteen (15) years, and the City will pay the Abatement in semiannual installments each August 1 and February 1, commencing August 1, 2016, and continuing through August 1, 2030. The City will pay the Abatement solely to finance the cost of the Project, through application of Abatement amounts toward debt service payments on the Abatement Bonds (including any bonds issued to refund the initial Abatement Bonds).

(c) This resolution may be modified only with the prior written approval of the City, and any modification is subject to Section 469.1813, subdivision 7 of the Act.

(d) In accordance with Section 469.1815 of the Act, the City will add to its levy in each year during the term of the Abatement the total estimated amount of current year Abatement granted under this resolution.

3.03. The Mayor and City Administrator are authorized and directed to execute and deliver any agreements, certificates or other documents that the City determines are necessary to implement this resolution.

3.04. This resolution shall be in full force and effect for 12 months after the date hereof. If the Abatement Bonds are not issued within that time, the Abatement granted hereunder will not be collected, and this resolution shall expire.

Approved by the City Council of the City of North Mankato, Minnesota, this 3<sup>rd</sup> day of August, 2015.

---

Mayor

Attest:

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City Clerk

**EXHIBIT A**  
**ABATEMENT PROPERTY**

**Parcel Identification Numbers:**

18.420.0330	18.420.0240	18.861.0010	18.810.0040
18.420.0450	18.420.0190	18.861.0020	18.420.0100
18.420.0480	18.420.0230	18.420.0260	18.420.0060
18.810.0020	18.420.0220	18.420.0370	18.420.0570
18.420.0420	18.481.0070	18.420.0160	18.420.0510
18.420.0580	18.420.0490	18.420.0550	18.420.0440
18.420.0350	18.481.0151	18.481.0153	18.482.0080
18.420.0340	18.861.0030	18.420.0540	18.481.0152
18.420.0250	18.420.0120	18.420.0280	18.420.0140
18.420.0320	18.420.0600	18.420.0360	18.420.0300
18.420.0310	18.420.0410	18.420.0130	18.420.0070
18.420.0380	18.420.0460	18.420.0150	18.420.0080
18.481.0060	18.420.0560	18.420.0050	18.420.0590
18.810.0010	18.420.0400	18.420.0110	18.810.0030
18.420.0270	18.420.0090	18.420.0620	18.420.0630
18.482.0120	18.420.0430	18.420.0530	18.420.0640
18.761.0010	18.420.0470	18.420.0610	18.419.0190
18.481.0080	18.420.0170	18.420.0210	18.481.0160
18.783.0020	18.420.0290	18.420.0180	18.420.0390

**MEMORANDUM**

**To:** John Harrenstein, City of North Mankato  
**From:** Tammy Omdal  
**Date:** July 15, 2015  
**Re:** Property Tax Abatement

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The City is planning to use property tax abatement authority in connection with financing public infrastructure improvements, including certain public improvements in connection with the Trunk Highway 14 Trail Improvements (the "Project"). This memorandum briefly describes the use of tax abatement authority for this purpose.

**Background**

The name "tax abatement" is misleading. The enabling statute (Minnesota Statutes, Sections 469.1812 to 469.1815) does not authorize the actual "abatement of taxes". Instead, the City has the ability to levy a property tax (an abatement levy) that is equivalent to taxes that could be abated. The revenue derived from an abatement levy can be used for a variety of purposes. The City plans to certify a property tax abatement levy to pay a portion of the debt service on the proposed 2015A general obligation bonds to be issued to fund the Project; the portion to be paid from abatement levy is for the trail improvement portion only.

**Findings**

The statute requires a finding that the use of tax abatement is in the public interest. The statute defines the reasons. Reasons specific to the proposed Project include to increase or preserve tax base and to finance or provide public infrastructure.

**Process**

Following notice and a public hearing on August 3<sup>rd</sup>, the City Council will consider a resolution approving the property tax abatement. The resolution will include all necessary findings and will define the parameters for the tax abatement. The statute does not require any other documents or notifications (i.e., individual notice to property within the abatement area).

**Abatement Levy**

The total amount of the taxes proposed to be abated by the City on the parcels identified within the abatement area is estimated to be not more than \$750,000 collected over a 15-year term, or no greater than \$50,000 per year. The annual abatement levy is spread over the City's entire general tax base (net tax capacity) the same as the general fund levy. Property within the abatement area will pay the same amount of City taxes as property outside of the abatement area. There is no different impact on individual property tax statements for property within the abatement area from other property within the City as a whole.

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item # 10B	Department: City Engineer	Council Meeting Date: 08/03/15
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**TITLE OF ISSUE: Consider Adopting Resolution Approving Plans and Specifications and Ordering Advertisement for Bids for Project No. 15-01ABCDEF Carlson Drive Extension.**

**BACKGROUND AND SUPPLEMENTAL INFORMATION: In accordance with Minnesota Statutes, Chapter 429, the City Council approved a feasibility report for Improvement Project No. 15-01ABCDEF Carlson Drive Extension. On July 6, 2015 the Council ordered an improvement hearing which was held on Monday, July 20, 2015. On Monday, July 20, 2015 the Council ordered improvement and specification and plans. The resolution before you approves the specifications and plans and orders advertisement for bids for Project No. 15-01ABCDEF Carlson Drive Extension.**

*If additional space is required, attach a separate sheet*

**REQUESTED COUNCIL ACTION: Adopt Resolution Approving Plans and Specifications and Ordering Advertisement for Bids for Project No. 15-01ABCDEF Carlson Drive Extension.**

**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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify) <u>Plans and Specifications</u>				
_____				
_____				
_____				

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

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

RESOLUTION NO.

RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND  
ORDERING ADVERTISEMENT FOR BIDS FOR IMPROVEMENT PROJECT NO.  
15-01ABCDEF CARLSON DRIVE EXTENSION

WHEREAS, Bolton & Menk, Inc., has prepared plans and specifications for Improvement No. 15-01ABCDEF, the proposed improvement of Carlson Drive Extension from County State Aid Highway (CSAH 41) to approximately 850-feet west of CSAH 41.

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

1. Such plans and specifications, a copy of which is on file and of record in the Office of the City Engineer and the Office of the City Clerk, are hereby approved.
2. The City Clerk shall prepare and cause to be inserted in the official paper an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published for sixteen (16) days, shall specify the work to be done, shall state that bids will be received by the Clerk until 11 a.m. on August 28, 2015, at which time they will be publicly opened in the Council Chambers of the City Hall by the City Clerk and Engineer, will then be tabulated, and will be considered by the Council at 7 pm on September 8, 2015, in the Council Chambers of City Hall. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the Council in the issue of responsibility. No bids will be considered unless sealed and filed with the Clerk and accompanied by a cash deposit, cashier's check bid bond or certified check payable to the clerk for five (5) percent of the amount of such bid.

Adopted by the City Council this 3<sup>rd</sup> day of August 2015.

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Mayor

ATTEST:

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City Clerk



# BOLTON & MENK, INC.

## Consulting Engineers & Surveyors

1960 Premier Drive • Mankato, MN 56001-5900

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

www.bolton-menk.com

### MEMORANDUM

**Date:** July 29, 2015

**To:** Mayor and City Council Members

**CC:** John Harrenstein, City Administrator

Brad Swanson, Public Works Director

**From:** Daniel R. Sarff, P.E., City Engineer

**Subject:** Approval of Plans for the 2015/2016 West Carlson Drive Improvement Project  
Project No. 15-01-ABCDEF

On the agenda for the August 3 City Council Meeting is a resolution approving plans and specifications for Project No. 15-01-ABCDEF – 2015/2016 West Carlson Drive Improvement Project and authorizing advertisement for bids. Since the plan set for this project consists of 22 plan sheets, it is not practical to review the plans in detail with the council at the meeting. Instead, I am providing the following review of the overall project scope, proposed timelines, estimated project costs and project funding:

#### Project Background:

- Project Location:
  - Carlson Drive west of County State Aid Highway (CSAH) 41 (Rockford Road)
  - Approximately 850 feet
- Improvements proposed:
  - Street and surface improvements, incl. sidewalk and trail
  - Storm sewer improvements
  - Sanitary sewer improvements
  - Watermain improvements
- Project was initiated in response to a possible development south of Carlson Drive

#### Existing Conditions:

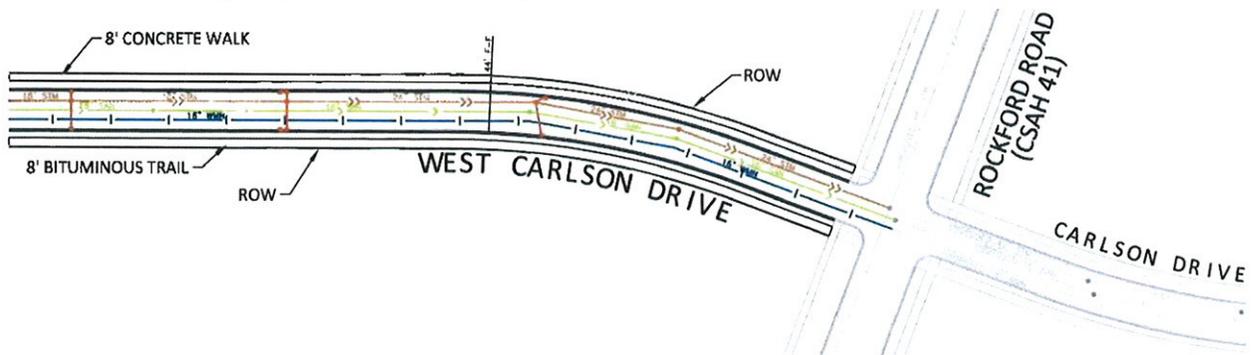
- Existing land use is cultivated agricultural land
- Carlson Drive right of way was platted in 2010
- Areas beyond platted right of way are currently outside city limits
- Property south of Carlson Drive to Highway 14:
  - To be annexed into the City with proposed development
  - Proposed zoning: B-3, General Commercial
- Property north of Carlson Drive - not anticipated to be annexed at this time
- Storm sewer, sanitary sewer and watermain stubbed out to the west from CSAH 41 in 2011





**Proposed Improvements:**

- Storm Sewer Improvements:
  - 18- to 24-inch storm sewer mainline pipe with manholes and inlets as required
  - Capacity for 10-year rainfall event - current street extension & future westerly extension of the roadway
  - Storm water treatment provided by existing pond at CSAH 41 and Timm Road
  - Adjacent developments will need to provide on-site storm water treatment
- Sanitary Sewer Improvements:
  - 18-inch diameter sanitary sewer
  - Gasketed pipe, manholes with sealed joints & watertight connections
  - Service stubs as required
  - Upsized from the typical 8-inch sanitary sewer main - capacity for future development to the west
- Watermain Improvements:
  - 16-inch diameter watermain
  - Hydrants, valves and service stubs
  - Upsized from the typical 8-inch sanitary sewer main - capacity for future development to the west & looping with the existing perimeter trunk watermain looping system
- Street & Surface Improvements:
  - New 36-foot wide bituminous street: 2 lanes of traffic and center turn lane
  - City's standard heavy duty bituminous pavement in North Port Industrial Park
  - New curb and gutter both sides and new concrete driveway aprons
  - 8-foot wide sidewalk on one side
  - 8-foot wide trail on one side
  - Temporary erosion control and permanent turf establishment



**Project Timeline:**

- Scheduled Bid opening date – August 27, 2015
- Council Award Contract – September 8, 2015
- Begin Construction – September 21, 2015 (approx.)
- Interim Completion Date – November 27, 2015
  - Grading and excavating
  - Storm sewer improvements
  - Sanitary sewer improvements
  - Watermain improvements
  - Aggregate base for street
- Final Completion Date – July 29, 2015
  - Curb & gutter
  - Sidewalk & driveways
  - Bituminous trail
  - Bituminous surfacing



Memorandum  
Mayor and City Council  
July 29, 2015  
Page 3

**Estimated Project Cost/Funding:**

- Total Estimated Project Cost: \$1,066,000
- Estimated costs include allowances for contingencies, administrative, engineering and financing cost
- Anticipated financing:
  - Special assessments on property to be annexed into the City
  - Property tax levy:
    - Only for deferred assessments and not collectible at this time - properties on the north side of Carlson Drive to remain outside the City limits
    - Deferred assessments will be collected at such time that the property is annexed into the City
    - Depending on the timing of the collection of the deferred assessments, the City will have the option of cancelling all or a portion of the annual property tax levy for debt service
- Enterprise funds (utility oversizing costs)