

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 June 15, 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 Spears, Steiner, Norland and Freyberg, City Administrator Harrenstein, Finance Director Thorne, Attorney Kennedy, City Clerk Van Genderen, City Planner Fischer and Public Works Director Swanson.

Approval of Agenda

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

Approval of Minutes

Council Member Norland moved, seconded by Council Member Steiner to approve the minutes of the Council meeting of June 1, 2015. Vote on the motion: Steiner, Norland, Freyberg and Dehen aye; Spears abstain. Motion carried.

Consent Agenda

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

- A. Bills and Appropriations.
- B. Res. No. 45-15 Approving Donations/Contributions/Grants.
- C. Set Public Hearing for 7 p.m. on July 6, 2015 to Amend City Code, Title XI, Business Regulations, Chapter 111, Alcoholic Beverages, Hours of Sale.
- D. Traffic and Safety Committee Minutes.
- E. Audio Permit for NaKato Bar & Grill, 253 Belgrade Avenue, July 4, 2015 from 7:30 p.m.-9:30 p.m.
- F. Parade Permit for the Mankato Family YMCA 5K Run, Saturday, November 14, 2015 from 9 a.m. to 10:30 a.m.
- G. Res. No. 46-15 Declaring Costs to be Assessed for Municipal Charges-439 South Avenue.
- H. Res. No. 47-15 Declaring Costs to be Assessed for Municipal Charges-205 Queens Court.
- I. Res. No. 48-15 Declaring Costs to be Assessed for Municipal Charges-834 South Avenue.
- J. Res. No. 49-15 Declaring Costs to be Assessed for Municipal Charges-10 Arlington Court.
- K. North Mankato Safe Routes to School Plan.

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

Public Comments

Barry Hager, CenterPoint Energy, appeared before the Council and presented Sandra Howe from the North Mankato Police Department a check for \$1,500.00 to help purchase training safety mats.

Barb Church, 102 East Wheeler Avenue, appeared before the Council and requested the City of North Mankato consider working with Zero Waste's Organics Recycling Project. Mayor Dehen requested the City place contact information in the City's E-newsletter.

Business Items**Consider Accepting the 2014 Comprehensive Annual Financial Report (CAFR).**

Kyle Meyers from Abdo, Eick & Meyers appeared before the Council to present the Comprehensive Annual Financial Report (CAFR) for the year ended December 31, 2014. Mr. Meyers gave a PowerPoint presentation recapping the year's activities and reported an unmodified or "clean" audit. He reported the City received the GFOA Certificate for 2014 for the 27th year. GASB 61, the Port Authority Component Unit, is now blended in with other City funds for the 2014 report. Mr. Meyers reviewed the General Fund balance, 2014 General fund operations, General Fund revenue by source, General Fund expenditures by program, Special Revenue funds, Debt Service funds and Capital Projects funds. Mr. Meyers also reviewed the Enterprise Funds cash flows for water utility, sewer utility, sanitary collection, storm water and solid waste 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 indicated the annual debt service requirements for the next 10 years only shows what would happen to the debt service fund if the City did not acquire additional debt. Council Member Spears requested information on how the City plans to restore the storm water and sanitary collection fund. Administrator Harrenstein indicated that with the new contract with West Central Sanitation the City would see what the sanitary collection fund looks like at the end of the year. Administrator Harrenstein stated the storm water fund is used to replace curb and gutter, upgrade electrical for the pumping stations and funds one staff member. Harrenstein noted that the Strategic Plan specifically reviews the storm water fee and will be addressed this year. Council Member Freyberg indicated that page 9 of the Management Letter shows the Local Option Sales Tax as reduced in 2014. Mr. Meyers indicated the City transferred out more than it received. Council Member Freyberg stated he would like to see the City implement a funding formula for each year to allow the City to have consistency with how much it spends. **Council Member Norland moved, seconded by Council Member Steiner to accept the 2014 Comprehensive Annual Financial Report (CAFR). Vote on the motion: Spears, Steiner, Norland, Freyberg and Dehen aye; no nays. Motion carried.**

V-1-15, Variance Request to Increase the Maximum Height of a Fence in a Front Yard Setback from 3 feet to 5 feet, a Request from Kerry and Jennifer Walls.

City Planner Fischer indicated the Planning Commission originally reviewed the request on May 14, 2015. The Planning Commission tabled the request for three reasons: 1) Review of the request by the Traffic & Safety Committee. 2) Allow the applicant to request a specific fence height. 3) Send notification to area residents should the height of the fence change. The Traffic & Safety Committee reviewed the plan on May 21, 2015 and recommended approval of the five foot high wrought iron fence in a specific location. The Planning Commission met on June 11, 2015 and reviewed the applicable test to qualify for a reasonable modification of a zoning ordinance under the American's with Disability Act (ADA). The Planning Commission believed the variance request met the criteria for such modifications. The Planning Commission recommends the variance as long as the property is occupied by the applicant because the modification is to benefit a child with a disability. Council Member Freyberg requested clarification on how the variance would be recorded. City Planner Fischer indicated the variance would be recorded with the County of Nicollet. **Council Member Norland moved, seconded by Council Member Steiner to approve V-1-15, Variance Request to Increase the Maximum Height of a Fence in a Front Yard Setback from 3 feet to 5 feet. Vote on the motion: Spears, Steiner, Norland, Freyberg, and Dehen aye; no nays. Motion carried.**

City Administrator and Staff Comments

Administrator Harrenstein congratulated Library Director Lucy Lowry on nearly doubling the attendance from last year at Bookin' on Belgrade nearly 5K family fun run.

Administrator Harrenstein congratulated Public Works Director Swanson on a successful Movie in the Park, with nearly 1,000 people in attendance.

Public Works Director Swanson thanked the Fire Department, the Police Department and the North Mankato Taylor Library for helping to make Movie in the Park successful.

Mayor and Council Comments

Council Member Steiner stated he was contacted by a resident concerning boulevard trees on the north side of Belgrade that were impeding walkers on the sidewalk. Public Works Director Swanson stated the Parks Department would address the issue.

Council Member Steiner reported concerns about bicyclists not using the biking lanes correctly and impeding traffic during rush hour. Mayor Dehen indicated he would contact bicyclist groups to try and eliminate the problem.

Council Member Norland requested a flier for Zero Waste Organics be included in the utility bill. Administrator Harrenstein stated the City would need to see it first before a flier could be included in the utility bill.

Mayor Dehen thanked the Police and the City for working with the Elks on the Flag Day Celebration held at Centennial Park on June 14, 2015.

Public Comments

Mike Kennedy, City Attorney, stated his grandson is working on becoming an Eagle Scout and is collecting books on behalf of the Ronald McDonald House. Attorney Kennedy stated books could be dropped off at the Dork Den at 603 North Riverfront Drive, Mankato or at the offices of Kennedy and Kennedy at 99 Navajo Avenue, Mankato.

There being no further business, on a motion by Council Member Steiner, seconded by Council Member Norland, the meeting adjourned at 7:55 p.m.

Mayor

City Clerk

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #7	Department: Administration	Council Meeting Date: 7/06/15
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TITLE OF ISSUE: Public Hearing to Consider Amending City Code, Chapter 111, Alcoholic Beverages, Hours of Sale.

BACKGROUND AND SUPPLEMENTAL INFORMATION: During the 2015 legislative session the Minnesota State Legislature passed a law commonly called the "Bloody Mary" law which allows the Sunday on-sale of intoxicating liquor as early as 8:00 a.m. Currently, North Mankato City Code specifically states the hours of Sunday on-sale of intoxicating liquor as beginning no earlier than 10:00 a.m. The Public Hearing is to discuss the amendment of City Code, 111.205 Hours of Sale allowing for the on-sale of intoxicating liquor as early as 8:00 a.m. on Sunday.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Adoption of Ordinance 68 is Agenda Item 10A.

Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 20px; border: none;"> <tr> <td style="padding-right: 20px;">Aye</td> <td style="padding-right: 20px;">Nay</td> <td></td> </tr> <tr> <td>_____</td> <td>_____</td> <td>Steiner</td> </tr> <tr> <td>_____</td> <td>_____</td> <td>Norland</td> </tr> <tr> <td>_____</td> <td>_____</td> <td>Freyberg</td> </tr> <tr> <td>_____</td> <td>_____</td> <td>Spears</td> </tr> <tr> <td>_____</td> <td>_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Steiner	_____	_____	Norland	_____	_____	Freyberg	_____	_____	Spears	_____	_____	Dehen	<p style="text-align: center;">SUPPORTING DOCUMENTS ATTACHED</p> <table style="width: 100%; border: none;"> <tr> <td style="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 checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> <p>Other (specify) <u>Notice of Public Hearing, Affidavit of Publication</u></p> <p>_____</p> <p>_____</p> <p>_____</p>	Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aye	Nay																												
_____	_____	Steiner																											
_____	_____	Norland																											
_____	_____	Freyberg																											
_____	_____	Spears																											
_____	_____	Dehen																											
Resolution	Ordinance	Contract	Minutes	Map																									
<input type="checkbox"/>	<input checked="" 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: _____
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PROPOSED CHANGES TO CHAPTER 111 OF THE NORTH MANKATO CITY CODE

§ 111.205 HOURS OF SALE

(B) *Intoxicating liquor, on-sale.* No sale of intoxicating liquor at on-sale may be made at the following times:

(1) Between 2:00 a.m. and 8:00 a.m. on the days of Monday through ~~Saturday~~ Sunday;

~~(2) After 2:00 a.m. on Sundays;~~

~~(23)~~ Between 8:00 p.m. on December 24 and 8:00 a.m. on December 25.

(C) *Sunday liquor sales.* A licensee possessing an on-sale intoxicating liquor license as well as a Sunday liquor license shall make no sales of alcoholic beverages at the following times:

(1) Between 2:00 a.m. and 8:00 a.m. on the days of Monday through ~~Saturday~~ Sunday;

~~(2) Between 2:00 a.m. and 10:00 a.m. on Sundays;~~

~~(32)~~ Between 8:00 p.m. on December 24 and 2:00 a.m. on December 25; unless December 24 is a Sunday, in which case the Sunday sales schedule shall apply;

~~(34)~~ Between 2:00 a.m. and 8:00 a.m. on December 25; unless December 25 is a Sunday, in which case the Sunday sales schedule shall apply.

NOTICE OF PUBLIC HEARING TO
AMEND CITY CODE, CHAPTER 111
ALCOHOLIC BEVERAGES

Notice is hereby given that the City Council of the City of North Mankato, Minnesota, will hold a Public Hearing on Monday, July 6, 2015 at 7 p.m. in the Council Chambers of the Municipal Building, 1001 Belgrade Avenue, to consider amending the City Code Chapter 111, Alcoholic Beverages allowing the Sunday on-sale of intoxicating liquor as early as 8:00 a.m.

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 July 6, 2015.

Dated this 15th day of June 2015.

April Van Genderen
City Clerk
City of North Mankato

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 17 day of June, 2015, and was thereafter printed and published on every Wednesday to and including Wednesday, the 17 day of June, 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:

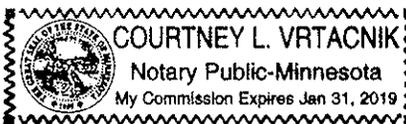
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By: John T. Elchert
Publisher

Subscribed and sworn to before me on this 17 day of June, 2015.

Courtney L. Vrtacnik
Notary Public

June 17, 2015
NOTICE OF
PUBLIC HEARING TO AMEND
CITY CODE, CHAPTER 111
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Dated this 15th day of June 2015.
April Van Genderen
City Clerk
City of North Mankato





Claims List - Regular

By Vendor Filed As Name

Date Range: -

Vendor Number	Vendor Filed As Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK						
	Void	06/19/2015	Regular	0	-	82162
	Void	06/19/2015	Regular	0	-	82163
	Void	06/30/2015	Regular	0	-	82183
	Void	06/30/2015	Regular	0	-	82184
	Void	07/06/2015	Regular	0	-	82242
	Void	07/06/2015	Regular	0	-	82254
	Void	07/06/2015	Regular	0	-	82313
	Void	07/06/2015	Regular	0	-	82314
00007	A&B TRANSMISSIONS	07/06/2015	Regular	0	442.00	82188
00009	A-1 KEY CITY LOCKSMITHS, INC	07/06/2015	Regular	0	10.70	82189
00012	ABDO, EICK & MEYERS, LLP	07/06/2015	Regular	0	7,150.00	82190
00014	ACCU WEATHER, INC.	07/06/2015	Regular	0	4,883.00	82191
02025	AFFOLTER, RON	06/16/2015	Regular	0	100.00	82157
00029	AG SPRAY EQUIPMENT	07/06/2015	Regular	0	201.49	82192
00031	AIM ELECTRONICS, INC.	07/06/2015	Regular	0	70.00	82193
00546	AJ HENRY FENCE CO. LLC	07/06/2015	Regular	0	1,843.85	82194
00050	ALPHA WIRELESS COMMUNICATIONS	07/06/2015	Regular	0	198.24	82196
00062	AMERICAN PAYMENT CENTERS	07/06/2015	Regular	0	93.00	82197
00067	AMERICAN WATER WORKS ASSOC.	07/06/2015	Regular	0	187.00	82198
00085	ANGIE'S ARTISAN TREATS, LLC	07/06/2015	Regular	0	1,146.00	82199
00090	APT MACHINING & FABRICATING, INC.	07/06/2015	Regular	0	40.00	82200
00101	AT&T MOBILITY	06/15/2015	Regular	0	25.64	82145
00102	AUDIO EDITIONS	07/06/2015	Regular	0	431.23	82201
02051	AUTO FRAME	06/30/2015	Regular	0	1,237.48	82185
00118	BARNES & NOBLE, INC.	07/06/2015	Regular	0	1,000.00	82202
00124	BAUER'S UPHOLSTERY	07/06/2015	Regular	0	150.00	82203
00132	BECK'S RADIATOR WAREHOUSE	07/06/2015	Regular	0	125.00	82204
00151	BLOEDEL, PETER	07/06/2015	Regular	0	800.00	82284
02046	BLUE CROSS BLUE SHIELD OF MINNESOTA	06/25/2015	Bank Draft	0	88,368.50	DFT0000027
00154	BLUE EARTH COUNTY	06/30/2015	Regular	0	20.75	82186
00160	BLUE EARTH ENVIRONMENTAL COMPANY	07/06/2015	Regular	0	8,400.00	82206
00162	BLUE RIDGE TRUCK PARTS	07/06/2015	Regular	0	3,850.00	82207
00163	BLUE VALLEY SOD, INC.	07/06/2015	Regular	0	161.45	82208
00174	BOLTON & MENK, INC.	07/06/2015	Regular	0	26,563.23	82209
00182	BOYER TRUCKS	07/06/2015	Regular	0	96.84	82210
02019	BRENNAN CONSTRUCTION OF MN INC.	06/15/2015	Regular	0	27,537.65	82146
00194	BRICK HOUSE GRAPHICS	06/18/2015	Regular	0	1,490.00	82158
02020	BUNG, CINDI	06/16/2015	Regular	0	75.00	82150
00216	C & S SUPPLY CO, INC.	07/06/2015	Regular	0	234.97	82212
00219	CARDMEMBER SERVICE	06/19/2015	Regular	0	9,928.82	82161
00227	CARQUEST AUTO PARTS STORES	07/06/2015	Regular	0	428.85	82213
00232	CEMSTONE CONCRETE MATERIALS, LLC	07/06/2015	Regular	0	422.50	82214
00234	CENTER POINT ENERGY	07/06/2015	Regular	0	1,242.19	82215
00246	CHRISTENSEN, RANDY	07/06/2015	Regular	0	325.00	82288
00255	CITY OF MANKATO	07/06/2015	Regular	0	50,000.00	82216
00310	CRYSTEEL TRUCK EQUIPMENT, INC	07/06/2015	Regular	0	317.22	82217
00322	DALCO	07/06/2015	Regular	0	1,390.66	82218
00336	DELTA DENTAL	06/22/2015	Regular	0	909.40	82166
00343	DH ATHLETICS LLC	07/06/2015	Regular	0	728.00	82220
00344	DIAMOND VOGEL PAINT CENTER	07/06/2015	Regular	0	75.28	82221
00346	DIESEL SYSTEMS	07/06/2015	Regular	0	257.12	82222
00364	DRUMMER'S GARDEN CENTER & FLORAL	07/06/2015	Regular	0	1,873.17	82223
00394	ENVENTIS	06/19/2015	Regular	0	209.70	82164
00394	ENVENTIS	06/23/2015	Regular	0	261.96	82173

Vendor Number	Vendor Filed As Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00401	EXPRESS SERVICES, INC.	07/06/2015	Regular	0	13.70	82224
00403	FASNACHT, MICHAEL	07/06/2015	Regular	0	144.60	82262
00404	FASTENAL COMPANY	07/06/2015	Regular	0	36.46	82225
00409	FERGUSON ENTERPRISES INC #1657	07/06/2015	Regular	0	5.46	82226
00412	FINDAWAY WORLD LLC	07/06/2015	Regular	0	52.49	82227
00421	FISCHER, MARK	06/16/2015	Regular	0	75.00	82153
00421	FISCHER, MARK	07/06/2015	Regular	0	75.00	82260
00423	FISCHER, NICOLE	06/16/2015	Regular	0	75.00	82155
00426	FLAGS USA, INC.	07/06/2015	Regular	0	1,401.00	82228
00432	FLEETPRIDE	07/06/2015	Regular	0	98.24	82229
00447	FREE PRESS	07/06/2015	Regular	0	26.35	82230
00462	G & K SERVICES	07/06/2015	Regular	0	216.15	82231
00463	G & L AUTO SUPPLY, LLC	07/06/2015	Regular	0	529.44	82232
00496	GOVERNMENT FINANCE OFFICERS ASSOCIATI	07/06/2015	Regular	0	435.00	82233
00508	GREEN TECH RECYCLING, LLC	07/06/2015	Regular	0	1,768.90	82234
02050	GREGG ANDERSEN GALLERY19	07/06/2015	Regular	0	150.00	82236
00538	HAWKINS, INC.	07/06/2015	Regular	0	3,151.98	82237
00553	HEWLETT, JAY	07/06/2015	Regular	0	23.38	82244
00563	HINIKER HOMES, INC.	07/06/2015	Regular	0	454.20	82239
00570	HOERST, HAZEL L.	07/06/2015	Regular	0	2,500.00	82238
02047	HOLT, JESSICA	07/06/2015	Regular	0	40.00	82245
00577	HOLTMEIER CONSTRUCTION	07/06/2015	Regular	0	6,367.59	82240
00595	HY-VEE, INC.	06/26/2015	Regular	0	1,952.98	82182
00600	ICMA RETIREMENT TRUST ROTH IRA	06/23/2015	Regular	0	450.00	82176
00601	ICMA RETIREMENT TRUST-457	06/23/2015	Regular	0	3,223.85	82177
00608	INGRAM LIBRARY SERVICES	07/06/2015	Regular	0	3,424.05	82241
00614	INTERNAL REVENUE SERVICE	06/26/2015	Bank Draft	0	3,999.22	DFT0000020
00614	INTERNAL REVENUE SERVICE	06/26/2015	Bank Draft	0	13,617.45	DFT0000022
00614	INTERNAL REVENUE SERVICE	06/26/2015	Bank Draft	0	12,857.24	DFT0000023
02042	JAKE'S STADIUM PIZZA	06/23/2015	Regular	0	464.00	82174
00624	JM PROMOTIONS	07/06/2015	Regular	0	894.21	82246
00639	JOHN DEERE FINANCIAL	07/06/2015	Regular	0	44.63	82248
00657	JT SERVICES	07/06/2015	Regular	0	630.58	82249
00692	KEY CITY AUTO PARTS, INC.	07/06/2015	Regular	0	275.00	82251
00706	KNUTSON, PAUL	06/16/2015	Regular	0	400.00	82156
00720	KWIK TRIP, INC.	06/18/2015	Regular	0	19,422.50	82159
00733	LAKES GAS CO #10	07/06/2015	Regular	0	132.00	82252
00746	LAW ENFORCEMENT LABOR SERVICES, INC.	06/23/2015	Regular	0	470.00	82178
00776	LLOYD LUMBER CO.	07/06/2015	Regular	0	1,328.69	82253
00797	MAC TOOLS DISTRIBUTOR	07/06/2015	Regular	0	679.99	82257
00799	MAD SCIENCE OF IOWA	07/06/2015	Regular	0	369.00	82258
00805	MAGFA	06/22/2015	Regular	0	780.79	82167
00819	MANKATO FORD, INC.	07/06/2015	Regular	0	2,126.90	82259
00874	MENARDS-MANKATO	07/06/2015	Regular	0	423.64	82261
00886	MIDSTATES EQUIPMENT & SUPPLY	07/06/2015	Regular	0	2,269.87	82263
00892	MII LIFE, INC.-HEAITH SAVINGS ACCOUNT	06/26/2015	Bank Draft	0	50.00	DFT0000019
02045	MII SELECT ACCOUNT (PAYROLL)	06/15/2015	Bank Draft	0	1,558.52	DFT0000025
00914	MINNESOTA CENTER FOR BOOK ARTS	07/06/2015	Regular	0	651.00	82264
00923	MINNESOTA DEPARTMENT OF LABOR & INDU:	07/06/2015	Regular	0	35.00	82265
02003	MINNESOTA DEPT OF REVENUE	06/26/2015	Bank Draft	0	5,536.14	DFT0000021
02003	MINNESOTA DEPT OF REVENUE	06/01/2015	Bank Draft	0	134.48	DFT0000024
02003	MINNESOTA DEPT OF REVENUE	06/19/2015	Bank Draft	0	9,480.00	DFT0000026
00902	MINNESOTA IRON & METAL CO	07/06/2015	Regular	0	650.00	82266
00935	MINNESOTA PIPE & EQUIPMENT	07/06/2015	Regular	0	4,345.20	82267
00944	MINNESOTA SPORTS FEDERATION, INC.	06/22/2015	Regular	0	182.21	82168
00906	MINNESOTA STATE HIGH SCHOOL LEAGUE	06/22/2015	Regular	0	1,718.57	82169
00951	MINNESOTA TRUCK & TRACTOR, INC.	07/06/2015	Regular	0	164.84	82268
00910	MINNESOTA VALLEY TESTING LAB, INC.	07/06/2015	Regular	0	158.75	82269
02055	MINNESOTA/WISCONSIN PLAYGROUND	07/06/2015	Regular	0	14,682.89	82270
00993	MRCI	07/06/2015	Regular	0	13,210.04	82271

Vendor Number	Vendor Filed As Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00996	MT BALLOONS	06/16/2015	Regular	0	225.00	82154
00996	MT BALLOONS	07/06/2015	Regular	0	180.00	82272
00997	MTI DISTRIBUTING, INC.	07/06/2015	Regular	0	207.59	82273
01009	NAPA AUTO PARTS - MANKATO	07/06/2015	Regular	0	120.62	82274
01010	NATIONAL INSURANCE SERVICES OF WI, INC.	06/22/2015	Regular	0	580.82	82170
01010	NATIONAL INSURANCE SERVICES OF WI, INC.	06/22/2015	Regular	0	68.50	82171
01010	NATIONAL INSURANCE SERVICES OF WI, INC.	06/22/2015	Regular	0	1,133.91	82172
01018	NCPERS MINNESOTA-UNIT 662400	06/23/2015	Regular	0	192.00	82179
01036	NICOLLET COUNTY RECORDER/ABSTRACTER	06/19/2015	Regular	0	46.00	82165
01037	NICOLLET COUNTY	07/06/2015	Regular	0	1,988.03	82275
01037	NICOLLET COUNTY	07/06/2015	Regular	0	423.63	82276
01044	NICOLLET FIRE DEPARTMENT	07/06/2015	Regular	0	800.00	82277
01052	NORTH CENTRAL INTERNATIONAL	07/06/2015	Regular	0	378.53	82278
01057	NORTH MANKATO MOTOR VEHICLE	07/01/2015	Regular	0	1,147.75	82187
00630	NORTH MANKATO POLICE DEPARTMENT	07/06/2015	Regular	0	100.00	82243
01062	NORTHERN SAFETY TECHNOLOGY, INC.	07/06/2015	Regular	0	2,887.80	82279
01071	NUSS TRUCK & EQUIPMENT, INC.	07/06/2015	Regular	0	252.50	82280
01083	OVERDRIVE, INC.	07/06/2015	Regular	0	2,534.04	82281
01084	OVERHEAD DOOR CO. OF MANKATO, INC.	07/06/2015	Regular	0	138.54	82282
01098	PEPSI-COLA OF MANKATO	07/06/2015	Regular	0	987.20	82283
01101	PETERSON, DENNIS	07/06/2015	Regular	0	144.44	82219
01106	PETTY CASH	07/06/2015	Regular	0	190.88	82285
01121	POHLMAN, TIMOTHY (VOID)	07/06/2015	Regular	0	(139.74)	82303
01121	POHLMAN, TIMOTHY	07/06/2015	Regular	0	139.74	82303
01121	POHLMAN, TIMOTHY	07/06/2015	Regular	0	139.74	82317
01130	POSTMASTER	06/23/2015	Regular	0	1,036.96	82175
01155	PUBLIC EMPLOYEES RETIREMENT ASSOCIATIO	06/26/2015	Bank Draft	0	12,972.55	DFT0000017
01155	PUBLIC EMPLOYEES RETIREMENT ASSOCIATIO	06/26/2015	Bank Draft	0	9,951.42	DFT0000018
01161	QUALITY TREE SERVICE	07/06/2015	Regular	0	2,507.75	82286
01170	RAMY TURF PRODUCTS	07/06/2015	Regular	0	410.50	82287
01179	RED FEATHER PAPER CO.	07/06/2015	Regular	0	315.03	82289
02043	RED POWER DIESEL SERVICE, INC.	07/06/2015	Regular	0	1,590.08	82290
01190	REINHART FOODSERVICE LLC	07/06/2015	Regular	0	917.33	82291
01191	RELIANCE OF NORTH MANKATO, LLC	07/06/2015	Regular	0	20.00	82292
01198	RETROFIT COMPANIES, INC.	07/06/2015	Regular	0	53.00	82293
01208	RIST, ALBERT J.	07/06/2015	Regular	0	2,500.00	82195
01209	RIST, JOHN A.	07/06/2015	Regular	0	2,500.00	82247
01210	RIST, LOREN E.	07/06/2015	Regular	0	2,500.00	82256
01211	RIVER BEND BUSINESS PRODUCTS	07/06/2015	Regular	0	570.24	82294
01219	ROSE, KARINA	06/16/2015	Regular	0	75.00	82152
01219	ROSE, KARINA	07/06/2015	Regular	0	85.96	82250
01223	ROYER, BRUCE	07/06/2015	Regular	0	198.86	82211
02048	SCHALLER, SHARON	07/06/2015	Regular	0	25.00	82296
01248	SCHMIDT SIDING & WINDOW, INC.	07/06/2015	Regular	0	52.28	82295
01262	SCHUMACHER, GREG	07/06/2015	Regular	0	16.00	82235
01271	SELECT ACCOUNT	06/22/2015	Bank Draft	0	109.72	DFT0000015
01079	SMC-SOUTHERN MINNESOTA CONSTRUCTION	07/06/2015	Regular	0	4,959.50	82297
01314	SOUTHWEST MINNESOTA HOUSING PARTNER	07/06/2015	Regular	0	1,000.00	82298
01323	SPS COMPANIES, INC.	07/06/2015	Regular	0	474.47	82299
01335	STAPLES ADVANTAGE	07/06/2015	Regular	0	2,199.99	82300
02000	STARKSON, LLOYD	07/06/2015	Regular	0	4.48	82255
01360	SURPLUS SERVICES	06/15/2015	Regular	0	(16,250.00)	82147
01360	SURPLUS SERVICES	06/15/2015	Regular	0	16,250.00	82147
01360	SURPLUS SERVICES	06/15/2015	Regular	0	16,250.00	82149
01361	SURVEY SERVICES, INC	07/06/2015	Regular	0	475.00	82301
01377	TELRITE CORPORATION	06/18/2015	Regular	0	234.72	82160
01272	TIM SENNE	07/06/2015	Regular	0	144.89	82302
01402	TIRE ASSOCIATES	07/06/2015	Regular	0	410.32	82304
01412	TOUGAS, JOSEPH	06/16/2015	Regular	0	100.00	82151
01426	TRUGREEN	07/06/2015	Regular	0	1,406.12	82305
01433	TYLER TECHNOLOGIES	07/06/2015	Regular	0	5,766.72	82306
01438	UNIFORMS UNLIMITED INC	07/06/2015	Regular	0	964.78	82307
01445	UNITED WAY INC	06/23/2015	Regular	0	213.43	82180

Claims List - Regular

Date Range: -

Vendor Number	Vendor Filed As Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01470	VERIZON WIRELESS	06/15/2015	Regular	0	157.86	82148
01470	VERIZON WIRELESS	07/06/2015	Regular	0	291.65	82308
01477	VIKING ELECTRIC SUPPLY, INC.	07/06/2015	Regular	0	58.51	82309
01523	WENZEL AUTO ELECTRIC CO	07/06/2015	Regular	0	70.50	82310
01524	WERNER ELECTRIC SUPPLY	07/06/2015	Regular	0	924.73	82311
01525	WEST CENTRAL SANITATION, INC.	06/24/2015	Regular	0	24,473.18	82181
02049	WINZENBURG, BEVERLY	07/06/2015	Regular	0	100.00	82205
01557	XCEL ENERGY	07/06/2015	Regular	0	20,034.78	82312
01562	ZAHL EQUIPMENT SERVICE, INC.	07/06/2015	Regular	0	85.00	82315
01568	ZIEGLER, INC.	07/06/2015	Regular	0	20.31	82316

Bank Code APBNK Summary

Payment Type	Payable	Payment	Discount	Payment
	Count	Count		
Regular Checks	542	164	0.00	377,447.96
Manual Checks	0	0	0.00	0.00
Voided Checks	0	10	0.00	-16,389.74
Bank Drafts	12	12	0.00	158,635.24
EFT's	0	0	0.00	0.00
	554	186	0.00	519,693.46

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH FUND	6/2015	274,433.92
999	POOLED CASH FUND	7/2015	245,259.54
			519,693.46

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

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #8C	Department: City Planner	Council Meeting Date: 7/6/15
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TITLE OF ISSUE: Set Public Hearing for 7 p.m. on Monday, August 17, 2015, to Consider Adoption of Ordinance of Annexation of Land, Mayo Addition.

BACKGROUND AND SUPPLEMENTAL INFORMATION: As part of the process to annex an 18.49 acre parcel of land owned by Mayo Clinic Health System it is necessary to set a public hearing for August 17, 2015 at 7 p.m.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Set Public Hearing.

Motion By: _____
 Second By: _____

Vote Record:

	Aye	Nay	
_____	_____	_____	Steiner
_____	_____	_____	Norland
_____	_____	_____	Freyberg
_____	_____	_____	Spears
_____	_____	_____	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, Petition for Annexation by Ordinance</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 PUBLIC

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 at 7 p.m. in the Council Chambers of the Municipal Building, 1001 Belgrade Avenue, to consider adopting an Ordinance of Annexation of Land containing 18.49 acres owned by Mayo Clinic Health Systems legally described as:

That part of the Northwest Quarter of the Northwest Quarter and the Southwest Quarter of the Northwest Quarter, Section 3, Township 108 North, Range 27 West, Nicollet County, Minnesota lying West of Parcel 3N1, North of Parcel 3N4, and South of Parcel 3N5, Nicollet County Right of Way Plat No. 26, according to the recorded plan thereof.

Said annexation parcel contains 18.49 acres of land.

Dated this 6th day of July, 2015.

April Van Genderen
City Clerk
City of North Mankato

PETITION FOR ANNEXATION BY ORDINANCE

IN THE MATTER OF THE PETITION FOR ANNEXATION OF
PART OF THE NW ¼ OF THE NW ¼ AND THE SW ¼ OF THE NW ¼, SECTION 3 TOWNSHIP 108
NORTH, RANGE 27 WEST
BY THE CITY OF NORTH MANKATO
FOR ANNEXATION PURSUANT TO MINNESOTA STATUTES 414.033, SUBD. 5

Petitioners state that the property owner or a majority of the property owners in number are required to commence a proceeding under M.S. 415.033, Subd. 5.

It is hereby requested by:

- the sole property owner; or
 all of the property owners; or
 a majority of the property owners of the area proposed for annexation to annex certain property described herein lying in the Township of Belgrade to the City of North Mankato, County of Nicollet, Minnesota.

The area proposed for annexation is described as follows:

That part of the Northwest Quarter of the Northwest Quarter and the Southwest Quarter of the Northwest Quarter, Section 3, Township 108 North, Range 27 West, Nicollet County, Minnesota lying West of Parcel 3N1, North of Parcel 3N4, and South of Parcel 3N5, Nicollet County Right of Way Plat No. 26, according to the recorded plan thereof.

Said parcel contains 18.49 acres of land.

1. There is one property owner in the area proposed for annexation.
2. The property owner has signed this petition. (If the land is owned by both husband and wife, both must sign the petition to represent all owners.)
3. The population of the annexation area is 0.
4. Said property is unincorporated, abuts on the City's West boundary, and is not included within any other municipality.
5. The area of land to be annexed, in acres, is 18.49.

Platted 0 Unplatted 18.49 Total 18.49

6. The reason for the requested annexation is commercial development.
7. All of the annexation area is or is about to become urban or suburban in character.

8. The area proposed for annexation is not included in any area that has already been designated for orderly annexation pursuant to M.S. 414.0325.

The Petitioner requests that pursuant to M.S. 414.033, the property described herein be annexed to and included within the City of North Mankato, Minnesota.

6/18/15

Date

Paul Whitcomb V.P. OF FACILITIES

Mayo Clinic Health System -Mankato

NW 1/4 - NW 1/4

S 89°47'05" E 472.36 L=307.18 R=860.00
Δ=20°27'55"
SEC. 3-108-27
S 69°19'09" E 107.91

S 00°11'38" W 1293.67

SW 1/4 - NW 1/4

18.49 ACRES

SEC. 3-108-27
S 30°10'06" W 447.40
S 28°32'21" W 345.66
N 20°40'51" E 541.97
CSAH NO. 47
NICOLLET COUNTY
RIGHT OF WAY

S 89°50'06" W 296.79
3N4

PLAT NO. 26
CARLSON DRIVE 3N3



LEGEND

- MONUMENT FOUND
- ACCESS CONTROL LINE

Horizontal Datum: HARN 1996 County Coordinate System

SURVEYOR'S CERTIFICATION

I hereby certify that this survey was prepared by me or under my direct supervision and that I am a duly licensed land surveyor under the laws of the State of Minnesota.

Janele Fowlds

Janele Fowlds
License Number 26748

9-4-2014
Date

Sheet 1 of 2

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CERTIFICATE OF SURVEY
NICOLLET COUNTY, MINNESOTA

BOLTON & MENK, INC.
Consulting Engineers & Surveyors

1960 PREMIER DRIVE
MANKATO, MINNESOTA 56001
(507) 625-4171

PART OF THE NW 1/4-NW 1/4 AND
PART OF THE SW 1/4-NW 1/4,
SECTION 3-108-27

FOR: LIDSTROM COMMERCIAL REALTORS



H:\MSJ\M18108792\CAD\C3D\108792BD1.DWG 09-04-2014 10:10a.m.

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #8D	Department: Administration	Council Meeting Date: 7/6/15
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TITLE OF ISSUE: Precocious Pyrotechnics Fireworks Show.

BACKGROUND AND SUPPLEMENTAL INFORMATION: As part of the 2015 Fun Days 50th Anniversary Celebration the City has been asked to help sponsor the Fireworks Show.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Approve Purchase of Fireworks for the 50th Anniversary of Fun Days.

Motion By: _____
 Second By: _____

Vote Record:

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

SUPPORTING DOCUMENTS ATTACHED

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

Other (specify) Purchase Order

<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: City Planner	Council Meeting Date: 7/6/15
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TITLE OF ISSUE: Resolution Adopting North Mankato Code Enforcement Policy.

BACKGROUND AND SUPPLEMENTAL INFORMATION: This policy is designed to provide guidelines for the enforcement of the City of North Mankato Municipal Code, the Zoning Ordinance, and other regulatory codes adopted by the City of North Mankato.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Adopt Resolution Approving the North Mankato Code Enforcement Policy.

Motion By: _____
 Second By: _____

Vote Record:

Aye	Nay	
_____	_____	Steiner
_____	_____	Norland
_____	_____	Freyberg
_____	_____	Spears
_____	_____	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) Code Enforcement Policy

<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 ADOPTING NORTH MANKATO
CODE ENFORCEMENT POLICY

WHEREAS, the City Council of the City of North Mankato is desirous of establishing and adopting a written policy relating to code enforcement in order to provide direction to both residents and staff for the fair and equitable enforcement of the City of North Mankato Municipal Code, the Zoning Ordinance, and other regulatory codes adopted by the City of North Mankato;

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

- 1) The attached enforcement policy has been instituted to provide a fair and reasonable method for obtaining compliance with City Code.
- 2) The Code Enforcement Policy will be reviewed as needed.

Adopted by the City Council this 6th day of July, 2015.

Mayor

ATTEST:

City Clerk

CODE ENFORCEMENT POLICY

INTRODUCTION

The Code Enforcement Policy, approved by the City of North Mankato City Council, provides guidelines for the enforcement of the City of North Mankato Municipal Code, the Zoning Ordinance, and other regulatory codes adopted by the City of North Mankato. This document is intended to regulate only those enforcement/compliance processes, and activities, initiated by the City of North Mankato.

POLICY SECTIONS

- I. Code Enforcement Program
- II. Definitions
- III. Reactive/Proactive Enforcement
- IV. General Procedures
- V. Repeat/Recurring Violations
- VI. Immediate Enforcement Violations
- VII. Advanced Customer Service Pledges
- VIII. Annual Policy Review

I. CODE ENFORCEMENT PROGRAM

Minnesota Statutes gives the City Council of the City of North Mankato the “power to provide for the government and good order of the City, the suppression of vice and immorality, the prevention of crime, the protection of public and private property, the benefit of residence, trade, and commerce, and the promotion of health, safety, order and convenience, and the general welfare as it shall deem expedient.”

A. STANDARD ENFORCEMENT POLICY

The City of North Mankato residents are supported in their efforts to maintain the physical environment of their neighborhoods through standards set in local ordinances. To assist in this endeavor, the following code enforcement policy has been established to guide the City in addressing properties with code violations.

This policy is a guideline and does not bind the City. The City may deviate from this policy at any time if at the sole discretion of the City, as deviation is deemed appropriate.

Typical Violations

- Junk Storage
- Permit Violations
- Garbage and Refuse
- Tall Grass
- Signage
- Yard Parking

- Right-of-Way
- Animals
- Junk Vehicles
- Zoning Use
- Property Maintenance
- Property Nuisance

B. COMPLAINT PRIORITY CLASSIFICATIONS

City staff inspects every complaint it receives. When a violation is confirmed, the appropriate action is taken. Due to staff and time constraints, it is sometimes necessary to prioritize complaints and violations. When this happens, complaints are prioritized as follows:

1. Immediate risk to public health and safety.
2. High risk to health and safety through potential environmental impacts.
3. Work begun or actions taken without the necessary permits.
4. Aesthetic and nuisance violations.

II. DEFINITIONS

Abatement-Abatements are the removal or repair of a substandard property conditions by the property owner, agent, or City.

City Code-The City Code includes all ordinances passed by the City including those that have not been codified.

Code Enforcement Officer- The term Code Enforcement Officer includes all City employees authorized to issue citations.

Compliance Deadline- The Compliance Deadline (re-inspection date) is the date compliance is required and listed on the Notice of Violation, or Notice and Order. If compliance has not occurred by the compliance deadline a misdemeanor citation may be issued, or an abatement process may be initiated. The Compliance Deadline may be extended at the discretion of the Code Enforcement Officer.

Compliance Inspection- The Compliance Inspection is the re-inspection of the property on or after the date which is established when a notice is issued.

Extension- An extension provides additional time for a responsible party to fully remedy any identified code violations. When a legitimate need arises a responsible party may request an extension beyond the initial compliance deadline. Extensions are determined at the sole discretion of the Code Enforcement Officer or other City official handling the matter.

Life Safety Hazard- A Life Safety Hazard is any identified code violation that has the potential to directly, or indirectly, cause bodily harm. Examples of life safety hazards include, but are not limited to: vehicles dangerously positioned on jacks, concrete

blocks, wood, or other physical objects; certain types of right-of-way obstructions; dead trees or trees leaning at precarious angles; missing or obscured building addresses; swimming pools which are not properly fenced or secured; broken windows; electric hazards; unsecured structures; and any other hazardous conditions where there exists a foreseeable danger to the public. Note: all life safety hazards will be described as such on all written notices.

Notice of Violation- A Notice of Violation is a standard formal legal notification (written notice) issued by a Code Enforcement Officer advising the responsible party that a violation(s) exists on their property. It also establishes a compliance deadline. This written notice is principally designed to encourage timely voluntary compliance.

Repeat/Recurring Violation- A Repeat/Recurring Violation is a newly identified code violation on a property involving the same responsible party for the same or substantially the same violation as identified on a previous investigation within the last twelve (12) months. Note the twelve (12) months is calculated from the date of the Initial Property Inspection to the date of the Initial Property inspection of the new violation.

Responsible Party

1. The listed owner(s) in the Nicollet County real property information record.
2. All tenants on the property.
3. Any person or entity creating a violation even if they are not the record owner or tenant. For limited liability companies, corporations, or other forms of businesses and corporations, the responsible parties are the principals and officers of the entity.

Voluntary Compliance- Voluntary Compliance is achieved when all identified code violations are corrected before the established compliance deadline. This allows the Code Enforcement Officer to pass the inspection without the issuance of a citation, or the initiation of an abatement process. Voluntary Compliance is considered the preferred method of resolving code violations.

III. REACTIVE/PROACTIVE ENFORCEMENT

A. REACTIVE (COMPLAINT BASED) ENFORCEMENT

The City of North Mankato City Code, including but not limited to the Zoning Ordinance, and other regulatory codes adopted by the City are principally enforced on a complaint basis. This is designed to encourage a resident, neighborhood associations, block watch programs, or other City departments to actively participate in the enforcement/compliance process.

B. PROACTIVE ENFORCEMENT

The City may observe and respond to code violations during regular business, visit areas for reactive enforcement, or proactive code enforcement sweeps.

IV. GENERAL PROCEDURES

A. LIFE SAFETY COMPLAINTS

If the alleged violation concerns a potential health or safety hazard to the neighborhood or neighbors, inclusive of open/vacant buildings, fire hazard and/or health hazards, or other health and safety hazards, the City's goal will be to respond within one (1) business day of receiving the complaint.

B. NON-LIFE SAFETY COMPLAINTS.

If the alleged violation is not a potential health or safety hazard the City's goal will be to respond within five (5) business days of receiving the complaint.

C. NOTICE OF VIOLATION/NOTICE AND ORDER

Upon the initial property inspection the responsible party will be notified of any violation(s) discovered during the inspection process through the issuance of a written notice. If the responsible party is not present to receive the written notice at the time of the initial property inspection, the notice will be posted on the property in a conspicuous location and may be mailed. The notice of violation will specify a compliance deadline. The notice of violation will also list any observed code violation(s).

D. FINAL NOTICE OF VIOLATION-CITATION/ABATEMENT FOR NON-COMPLIANCE

Unless a violation is an immediate enforcement violation, any uncorrected code violations remaining after the Compliance Deadline will receive a final notice of violation. After the final notice compliance deadline, remaining violations are subject to citation and/or the initiation of abatement. In addition, a final notice will also provide an explanation that repeat/recurring code violations, on the same property, within twelve (12) months are subject to expedited legal action.

V. REPEAT/RECURRING VIOLATIONS

The Repeat/Recurring Violation process is designed to provide resolution through a procedural fast track. The discovery of a repeat offense is cause to:

1. Issue a repeat/recurring violation warning notice.

The Repeat Recurring Violation Warning Notice will be a final notice of violation that will be mailed directly to the responsible party(s), via U.S. Mail, to the address as listed on the Nicollet County Assessor Record. This written notice will advise the responsible party that repeat/recurring violations may be present on their property. Educational material describing other common code violations may be included with the warning notice. As specified in the final notice of violation, a compliance inspection will be made. At the time of this compliance inspection, any unresolved repeat/recurring violations are cause to:

2. Issue a citation;
3. Initiate an abatement process

VI. IMMEDIATE ENFORCEMENT VIOLATIONS

Certain types of illegal activities constitute an imminent public safety and health hazard. The following types of illegal activities may result in the issuance of a citation without the benefit of receiving a written notice:

1. Person(s) found illegally dumping litter, or waste, onto any property, vacant parcels, or City Right of Ways.
2. Food vendor(s) who are selling food products without a license.
3. Merchandise vendor(s) who are soliciting customers without a license.
4. Person(s) who allow a vehicle to remain unattended in a condition that it is openly accessible to the public and that presents a life-safety hazard.
5. Person(s) found responsible for causing an obstruction of a public street, or sidewalk.
6. Other violations as determined by the City.

VII. ADVANCED CUSTOMER SERVICE

The City is a governmental body that places a high-value on providing professional, advanced customer service to the citizens with which we interact and serve. Governmental transparency, performance efficiency, and public accountability are core values that guide our operational processes.

We Strive to Provide the Following Advanced Customer Related Services

- An emphasis on public education and voluntary compliance
- When requested, keep complainants informed when contact information is provided.
- Refer low-income qualified, owner occupied, property owners who may require special assistance to known hardship assistance programs such as: non-profit volunteer organization.

VIII. ANNUAL POLICY REVIEW

In April of each year, the City Council should receive a report from City staff regarding code enforcement activity from the previous year. The number of violations by type should be communicated as well as the number of proactive vs. reactive complaints.

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 8F	Department: City Engineer	Council Meeting Date: 07/06/15
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TITLE OF ISSUE: Resolution Ordering Improvement Hearing for Project No. 15-01ABCDEF.

BACKGROUND AND SUPPLEMENTAL INFORMATION: In accordance with Minnesota Statutes, Chapter 429, the City Council adopted the feasibility report on April 20, 2015. In accordance with Minnesota Statute it is required that a public hearing be set to discuss the improvement project.

REQUESTED COUNCIL ACTION: Adopt Resolution Ordering Improvement Hearing for Project No. 15-01ABCDEF.

For Clerk's Use:

Motion By: _____
 Second By: _____

Vote Record:

Aye	Nay	
_____	_____	Steiner
_____	_____	Norland
_____	_____	Freyberg
_____	_____	Spears
_____	_____	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) Feasibility Report, Notice of Public Hearing

<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 ORDERING IMPROVEMENT HEARING
FOR PROJECT NO. 15-01ABCDEF

WHEREAS, pursuant to resolution of the Council, a feasibility report was ordered from Bolton & Menk, Inc., with reference to Project No. 15-01ABCDEF West Carlson Drive Improvements; and

WHEREAS, such a feasibility report has been prepared by Bolton and Menk, Inc. and provides information regarding whether the proposed project is necessary, cost-effective and feasible; and

WHEREAS, such feasibility report was approved by Council by Resolution No. 35-15 on April 20, 2015;

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

1. An improvement hearing is ordered for 7 p.m. on Monday, July 20, 2015.

Adopted by the City Council this 6th day of July 2015.

Mayor

City Clerk

NOTICE OF PUBLIC HEARING ON IMPROVEMENT PROJECT
NO. 15-01ABCDEF WEST CARLSON DRIVE IMPROVEMENTS

Notice is hereby given that the City Council of the City of North Mankato will meet in the Council Chambers of the Municipal Building, 1001 Belgrade Avenue, at 7:00 p.m. on Monday, July 20, 2015 to consider Project No. 15-01ABCDEF, West Carlson Drive Improvements pursuant to Minn. Stat. §429.011 to 429.111. The public hearing is to consider improvements extending Carlson Drive approximately 850-feet west of CSAH 41 and calling for the construction of street, curb and gutter, sidewalk, storm sewer, sanitary sewer and watermain. The estimated cost of the improvement is \$1,066,000. A reasonable estimate of the impact of the assessment will be available at the hearing. Such persons as desire to be heard with reference to the proposed improvement will be heard at this meeting.

Dated this 10th and 17th day of July 2015.

/s/ April Van Genderen
April Van Genderen
City Clerk

Preliminary Engineering Report for
**2015 West Carlson Drive
Improvements**

City of North Mankato, Minnesota

City Project Number 15-01-ABCDEF

April 2015

Submitted by:

Bolton & Menk, Inc.
1960 Premier Drive
Mankato, MN 56001

P: 507-625-4171

F: 507-625-4177

BMI No. M18.109337



CITY OF NORTH MANKATO

BOLTON & MENK, INC.
Consulting Engineers & Surveyors



CERTIFICATION

Preliminary Engineering Report

for

2015 West Carlson Drive Improvements

City of North Mankato, MN

North Mankato, MN

City Project No. 15-01-ABCDEF

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision, and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

By: _____

Daniel R. Sarff, P.E.

License No. 17080

Date: _____



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APPENDIX A - FIGURES

Figure No. 1 - Vicinity Map

Figure No. 2 - Proposed Street and Utility Improvements

APPENDIX B - EXHIBITS

Exhibit No. 1 - Preliminary Project Cost Estimate and Breakdown

PROJECT INTRODUCTION

This Preliminary Engineering Report considers new street and utility construction on West Carlson Drive from County State Aid Highway (CSAH 41) to approximately 850-feet west of CSAH 41. This project is the westerly extension of the segment of Carlson Drive between CSAH 41 and Lookout Drive that was constructed in 2010 and 2011. The proposed street and utility extension is being contemplated in response to a proposed development to be located south of the Carlson Drive extension and west of CSAH. The project location is shown on the vicinity map, Figure No. 1 of Appendix A.

In accordance with Minnesota Statutes, Chapter 429, the City Council has authorized the preparation of a preliminary engineering report to define the scope and determine the feasibility of the proposed project.

The specific objectives of this Preliminary Engineering Report are to:

1. Evaluate the need for the project.
2. Determine the necessary improvements.
3. Provide information on the estimated costs for the proposed project.
4. Determine the project schedule.
5. Determine the feasibility of the proposed project.

The project as proposed would consist of extending West Carlson Drive approximately 850-feet west of CSAH 41. Specific items of construction will include:

1. Construction of sanitary sewer.
2. Construction of watermain.
3. Construction of storm sewer.
4. Installation of bituminous pavement with concrete curb and gutter.
5. Installation of concrete sidewalk and bituminous trail.

EXISTING CONDITIONS

Land Use

The existing land use in the areas adjacent to the proposed project consists of agricultural land. The areas immediately north and south of the proposed Carlson Drive extension are designated for General Commercial land use in the City's Comprehensive Plan. The area to the west of the proposed Carlson Drive extension is designated for Commercial/Industrial Mixed Use. The street right-of-way for Carlson Drive west of CSAH 41 was platted in 2010 with the CSAH 41 Right-of-Way plat and is 80-feet wide.

The existing parcels located to the north and to the south of the proposed Carlson Drive extension are currently outside of the City limits. The City has been in discussions with a party that intends to develop the parcel extending from the Carlson Drive extension south the Trunk Highway 14. This property will be annexed into the City and zoned B-3, General Commercial. It is anticipated that the property north of Carlson Drive will not be annexed at this time.

The location of the proposed project is shown on Figure No. 1 in Appendix A.

Street

In anticipation of the future street extension, a 44-wide street section with curb and gutter and utilities was stubbed approximately 20-feet west of CSAH 41 with the CSAH 41/Carlson Drive/Howard Drive construction project in 2011. Along with the 2011 project, an 8-foot concrete walk was constructed to the southwest corner of CSAH 41 and West Carlson Drive.

Storm Sewer, Sanitary Sewer and Watermain

Storm sewer, sanitary sewer, and watermain was stubbed west from CSAH 41 with the CSAH 41/Carlson Drive/Howard Drive construction project in 2011 to serve future development. The storm sewer stub consists of a 24-inch reinforced concrete pipe (RCP). The 24-inch storm sewer drains north to an existing storm sewer under CSAH 41 where it discharges into the basin at the southwest corner of CSAH 41 and CSAH 6. The sanitary sewer stub is an 18-inch polyvinyl chloride (PVC) pipe appropriately sized to serve future development west of CSAH 41. The pipe is approximately 16-feet deep at CSAH 41. All wastewater collected by this pipe drains east on Carlson Drive. A 16-inch watermain was stubbed to the west of CSAH 41.

PROPOSED IMPROVEMENTS

Street

Carlson Drive is proposed to be extended west of CSAH 41 a distance of approximately 850-feet. The roadway is proposed to be a 44-foot wide bituminous street with concrete curb and gutter on both sides, an 8-foot concrete sidewalk on the north side and an 8-foot bituminous trail on the south side. The width of the roadway will allow for two 12-foot wide travel lanes, 2-foot curb reaction distance on each side and a shared 16-foot center turn lane.

The City's "typical" bituminous pavement section for commercial/industrial streets will be utilized: 7 inches of bituminous surfacing, 11 inches of Class 5 aggregate base, and 6 inches of crushed rock base, all placed on a prepared subgrade. Since the new street alignment will extend through the lower portion in the topography, it is anticipated that fill material will be required to bring the street to the proposed grade. The soils in this area of the City are expected to be generally clay in nature and should provide a good sub-base for roadway construction. However, if unsuitable subsoils are discovered during construction, engineered fill may be required.

The construction of 6-inch diameter perforated edge drains along the back of the curb on both sides is proposed to provide subsurface drainage for the pavement section. The edge drains will help to remove moisture from the subgrade thus strengthening the subgrade and reducing the chances of damage from saturated subgrades.

Entrance curb cuts and driveways will be constructed where the locations of new driveways are known. Upon completion of surface improvements, boulevards will be restored with topsoil and seed in all disturbed areas.

The proposed street and surface improvements and the proposed typical section for West Carlson Drive are shown on Figure No. 2 in Appendix A.

Storm Sewer

The proposed storm sewer improvements consist of extending new storm sewer pipe westerly from the existing storm sewer stub at CSAH 41. The mainline storm sewer piping will range from 18 inches to 24 inches in diameter. The pipe will be adequately sized to handle the 10-year rainfall event the proposed street extension and adjacent areas and will be oversized to handle storm water from the future westerly extension of the roadway. Manholes will be located at appropriate intervals to provide catch basin connections and access for maintenance and cleaning.

New catch basins are proposed at intervals that allow the structures to adequately drain the roadway for the 10-year rainfall event. Dual catch basins are proposed on both sides of West Carlson Drive approximately 600-feet west of CSAH 41 in order to provide adequate inlet

capacity at this roadway low point. Additional catch basins are proposed at intermediate points between the high points and low points in the street. Catch basins will also provide an outlet for the water collected in the 6-inch edge drainage pipe along each side of the roadway.

The proposed storm sewer construction is shown on Figure No. 2 in Appendix A.

Sanitary Sewer

The extension of an 18-inch diameter sanitary sewer along the entire length of the West Carlson Drive extension is proposed. The proposed sanitary sewer will provide sewer service to the adjacent properties. The proposed 18-inch sanitary sewer is upsized from the typical 8-inch sanitary sewer main in order to provide capacity for future development to the west. The new pipe will be made of PVC with a rubber-gasketed and precast concrete manholes, also with rubber-gasketed joints, will be provided at intervals not exceeding 400 feet to provide access for maintenance and cleaning.

Service line will be extended from the sanitary sewer main to the right-of-way line to provide service to the adjacent properties as they develop. The service lines will also be PVC pipe with gasketed joints, and will be 6 to 8 inches in diameter, depending on the capacity required.

The proposed sanitary sewer construction is shown on Figure No. 2 in Appendix A.

Watermain

The extension of a 16-inch diameter watermain along the entire length of the Carlson Drive Street extension is proposed. The watermain will provide water service to the adjacent properties. The proposed 16-inch diameter watermain is larger than the typical 8-inch watermain because it is intended to ultimately be looped with the existing perimeter trunk watermain looping system to provide and enhance water service, water pressure, fire protection and redundancy for the northwesterly portion of the City, including the North Port Industrial Park.

Hydrants will be installed at appropriate intervals and valves will be provided to properly isolate the system for flushing, repair, and maintenance. Along with new sanitary sewer service to each lot, new 6- to 8-inch diameter water services will be extended to the right-of-

way line and shut off valve added.

The proposed watermain construction is shown on Figure No. 2 in Appendix A.

Other Utilities

The design of the proposed improvements will be coordinated with the owners of private utilities such as natural gas, electric, telephone, and cable television. Plans will be provided to all private utility companies during design to communicate the proposed improvements and construction schedule. This will allow utility companies enough time to plan and design their utility extensions. The construction schedule for the proposed improvements will be coordinated with the utility company work to avoid unnecessary delays.

APPROVALS AND PERMITS

Approvals and Permits are required from various agencies for the construction of the project. They include:

- Minnesota Pollution Control Agency (MPCA) General Construction Storm Water Permit
- MPCA Sanitary Sewer Extension Permit
- Minnesota Department of Health (MDH) Plan Review (watermain extension)

PROJECT COST ESTIMATE AND FINANCING

The estimated project costs are summarized below.

Item	Total Estimated Project Cost
Street & Surface Imp	\$722,000
Storm Sewer	\$103,000
Watermain	\$135,000
Sanitary Sewer	\$88,000
TOTAL	\$1,047,000

A detailed cost estimate and breakdown is provided in Exhibit No. 1 in Appendix B.

These cost estimates are based on public construction cost information from other recent projects similar in scope. Since the cost estimates are dependent on the cost of labor, materials, competitive bidding process, weather conditions, and other factors affecting the cost of construction, all cost estimates are opinions for general information and no warranty or guarantee as to the accuracy of construction cost is

made. Therefore, financing for this project should be based upon actual competitive bid prices with reasonable contingencies.

Northland Securities, Inc., is assisting the City with the financing of the project. According to information provided by the financial advisor. It is anticipated that the project will be financed using a general obligation bond and the bond payments will come from the following revenue sources:

- Special assessments on property to be annexed into the City.
- Property tax levy to pay for the portion of the project that will have deferred assessments, and not collectible at this time. The deferred assessments are for the 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).

The City is also pursuing a Greater Minnesota Public Infrastructure Grant through the Minnesota Department of Economic Development. If successful, this grant would fund up to 50% of the project costs, although a grant amount of 35% is probably more likely.

POSSIBLE SCHEDULE

The following is a possible schedule for the proposed project.

Task	Date
City Council Orders Preparation of Preliminary Engineering Report	3/16/2015
Present Preliminary Engineering Report	4/20/2015
Improvement Hearing	5/18/2015
City Council Approves Plans and Specifications	6/1/2015
Open Bids	6/24/2015
City Council Awards Contract	7/6/2015
Begin Construction	7/20/2015
End Construction	9/25/2015
City Council Sets Date for Assessment Hearing	10/5/2015
Assessment Hearing	11/2/2015
City Council Adopts Assessment	11/2/2015
Certify Assessment Roll to County Auditor	12/4/2015

In the past, the City of North Mankato has utilized a staged construction process for new street and underground utility projects where by the improvements are constructed over several years.

- Year 1: Underground utilities, street excavation and aggregate base materials.
- Year 2: Curb & gutter, sidewalk, trail, driveways, final turf establishments, and bituminous surfacing (except for the final layer).
- Year 3 - 5: Final layer of bituminous surfacing.

This staged construction process has served the City well in that it provides time for street excavations and utility trenches to stabilize before the street and surface improvements are constructed. In the past, the separate stages have been constructed under separate contracts. For this project, if the staged construction process is utilized, it is anticipated that all of the improvements would be constructed under one contract, but the contractor would be required to delay portions of the construction until future years. This could impact bid prices, since the bidders would need to speculate on what material, labor and fuel costs may be in future years. The staged construction process would also need to be coordinated with the construction schedule for the proposed development south of Commerce Drive. The possibility of utilizing a staged construction process will continue to be evaluated and a recommendation will be made at the time plans and specifications are reviewed with the City Council.

CONCLUSION AND RECOMMENDATIONS

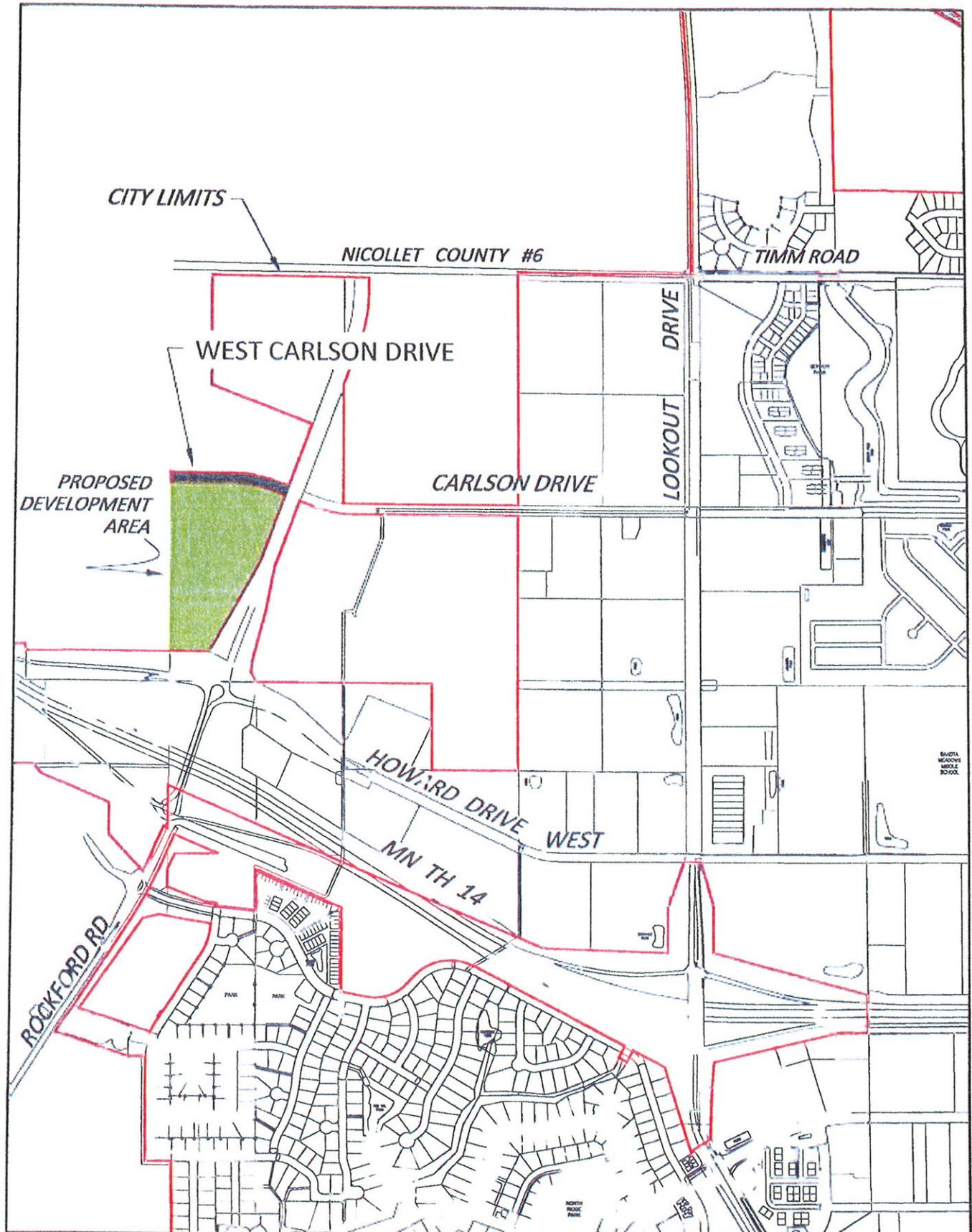
The extension of City roads and utilities is necessary for the expansion of North Mankato's industrial park. From an engineering standpoint, this project is feasible, cost effective, necessary, and can best be accomplished by letting competitive bids for the work. Feasibility is contingent upon City Council findings with respect to project financing.

We recommend that the Council accept this report, call for a hearing on the proposed improvements.



APPENDIX - A

FIGURES



BOLTON & MENK, INC.
 Consulting Engineers & Surveyors
 MANKATO, MN FAIRMONT, MN SLEEPY EYE, MN BURNSVILLE, MN WILLMAR, MN
 CHASKA, MN RAMSEY, MN MAPLEWOOD, MN BAXTER, MN ROCHESTER, MN
 AMES, IA SPENCER, IA DES MOINES, IA FARGO, ND



CITY OF NORTH MANKATO
 2015 WEST CARLSON DRIVE
 CARLSON DRIVE - EXTENSION
 APRIL, 2015
 FIGURE NO. 1

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APPENDIX - B

EXHIBITS

PRELIMINARY PROJECT COST ESTIMATE AND BREAKDOWN

WEST CARLSON DRIVE STREET AND UTILITY EXTENSIONS
 CITY PROJECT NO. 15-ABCDDEF
 NORTH MANKATO, MINNESOTA
 BMI PROJECT NO. M18.109337

ITEM	UNIT PRICE	STREET & SURFACE		STORM SEWER		WATERMAIN		SANITARY SEWER		TOTAL PROJECT		ESTIMATED OVERSIZING COST		
		ESTIMATED QUANTITY	ESTIMATED AMOUNT	ESTIMATED QUANTITY	UNIT PRICE	ESTIMATED AMOUNT								
1	\$20,000.00	0.69	\$13,800.00	0.1	\$2,000.00	0.13	\$2,600.00	0.08	\$1,600.00	1	\$2,000.00	0.1	\$20,000.00	\$20,000.00
2	\$2,000.00	0.69	\$1,380.00	0.1	\$200.00	0.13	\$260.00	0.08	\$160.00	1	\$2,000.00	0.1	\$2,000.00	\$2,000.00
3	\$5.00	3650	\$18,250.00							3650	\$18,250.00			
4	\$10.00	13550	\$135,500.00							13550	\$135,500.00			
5	\$10.00	500	\$5,000.00							500	\$5,000.00			
6	\$34.00	500	\$17,000.00							500	\$17,000.00			
7	\$30.00	1650	\$49,500.00							1650	\$49,500.00			
8	\$34.00	900	\$30,600.00							900	\$30,600.00			
9	\$7.00	4450	\$31,150.00							4450	\$31,150.00			
10	\$7.00	4450	\$31,150.00							4450	\$31,150.00			
11	\$19.00	4450	\$84,550.00							4450	\$84,550.00			
12	\$12.50	1900	\$23,750.00							1900	\$23,750.00			
13	\$11.00	1900	\$20,900.00							1900	\$20,900.00			
14	\$6.00	7600	\$45,600.00							7600	\$45,600.00			
15	\$36.00	32	\$1,152.00							32	\$1,152.00			
16	\$9.50	1075	\$10,212.50							1075	\$10,212.50	1075	\$9.50	\$10,212.50
17	\$30.00	360	\$10,800.00							360	\$10,800.00	360	\$30.00	\$10,800.00
18	\$10.00	300	\$3,000.00							300	\$3,000.00			
19	\$36.50	65	\$2,372.50							65	\$2,372.50			
20	\$1.20	2100	\$2,520.00							2100	\$2,520.00			
21	\$1.20	1950	\$2,340.00							1950	\$2,340.00			
22	\$1.20	1950	\$2,340.00							1950	\$2,340.00			
23	\$122.00	9	\$1,188.00							9	\$1,188.00			
24	\$30.00	152	\$4,560.00							152	\$4,560.00			
25	\$34.00	296	\$10,064.00							296	\$10,064.00			
26	\$40.00	660	\$26,400.00							660	\$26,400.00			
27	\$275.00	32.0	\$8,800.00							32	\$8,800.00			
28	\$300.00	32.6	\$9,780.00							32.6	\$9,780.00			
29	\$600.00	1	\$600.00							1	\$600.00			
30	\$20.00	500	\$10,000.00							500	\$10,000.00			
31	\$600.00	12	\$7,200.00							12	\$7,200.00			
32	\$50.00	960	\$48,000.00							960	\$48,000.00	960	\$50.00	\$48,000.00
33	\$27.00	60	\$1,620.00							60	\$1,620.00			
34	\$27.00	100	\$2,700.00							100	\$2,700.00			
35	\$3,500.00	3	\$10,500.00							3	\$10,500.00			
36	\$1,300.00	5	\$6,500.00							5	\$6,500.00			
37	\$8,000.00	2	\$16,000.00							2	\$16,000.00			
38	\$500.00	1	\$500.00							1	\$500.00			
39	\$20.00	14	\$280.00							14	\$280.00			
40	\$7.00	2150	\$15,050.00							2150	\$15,050.00	1075	\$7.00	\$7,525.00
41	\$45.00	59.0	\$2,655.00							59.0	\$2,655.00	965	\$43.425.00	\$43,425.00
42	\$250.00	5	\$1,250.00							5	\$1,250.00	965	\$14,750.00	\$14,750.00
43	\$600.00	1	\$600.00							1	\$600.00	5	\$3,000.00	\$3,000.00
44	\$600.00	100	\$60,000.00							100	\$60,000.00	1	\$600.00	\$600.00
45	\$26.00	2	\$52.00							2	\$52.00	100	\$2,600.00	\$2,600.00
46	\$900.00	1950	\$1,755,000.00							1950	\$1,755,000.00	2	\$1,800.00	\$1,800.00
47	\$2.50											1950	\$4,875.00	\$4,875.00

PRELIMINARY PROJECT COST ESTIMATE AND BREAKDOWN

WEST CARLSON DRIVE STREET AND UTILITY EXTENSIONS
 CITY PROJECT NO. 15-ABCD-DEF
 NORTH MANKATO, MINNESOTA
 BMI PROJECT NO. M18-109337

ITEM	UNIT PRICE	STREET & SURFACE		STORM SEWER		WATERMAIN		SANITARY SEWER		TOTAL PROJECT		ESTIMATED OVERSIZING COST	
		ESTIMATED QUANTITY	ESTIMATED AMOUNT	ESTIMATED QUANTITY	ESTIMATED AMOUNT								
48	\$1,200.00	1	\$1,200.00							1	\$1,200.00		
49	\$900.00	1.25	\$1,125.00							1.25	\$1,125.00		
50	\$2.50	225	\$562.50							225	\$562.50		
51	\$2,000.00	1.56	\$3,120.00							1.56	\$3,120.00		
52	\$0.50	250	\$125.00							250	\$125.00		
SUBTOTAL			\$555,062.50		\$79,604.00		\$104,010.00		\$67,935.00		\$806,611.50		\$79,022.50
CONTINGENCY			\$66,937.50		\$9,296.00		\$11,990.00		\$8,065.00		\$96,388.50		\$8,977.50
TOTAL ESTIMATED CONSTRUCTION COST			\$622,000.00		\$89,000.00		\$116,000.00		\$76,000.00		\$903,000.00		\$87,000.00
PROJECT DEVELOPMENT, DESIGN & CONSTRUCTION ENGINEERING			\$100,000.00		\$14,000.00		\$19,000.00		\$12,000.00		\$144,000.00		\$14,000.00
TOTAL ESTIMATED PROJECT COST			\$722,000.00		\$103,000.00		\$135,000.00		\$88,000.00		\$1,047,000.00		\$101,000.00

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #8G	Department: City Planner	Council Meeting Date: 7/06/15
-----------------	--------------------------	-------------------------------

TITLE OF ISSUE: Set Public Hearing for 7 pm on Monday, July 20, 2015 to Consider Amending City Code, Chapter 156, Zoning Code.

BACKGROUND AND SUPPLEMENTAL INFORMATION: Planning Commission will consider amendments to the R1-S, One-Family Dwelling-Small Lot District in the Zoning Code. This would be an amendment to the City Code and requires a Public Hearing.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Set Public Hearing for 7 p.m. on Monday, July 20, 2015 to amend City Code Chapter 156, amending R1-S, One-Family Dwelling Small Lot District.

Motion By: _____
 Second By: _____

Vote Record:

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

SUPPORTING DOCUMENTS ATTACHED

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

Other (specify) Notice of Public Hearing

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

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

NOTICE OF PUBLIC HEARING TO
AMEND CITY CODE, CHAPTER 156
ZONING CODE

Notice is hereby given that the City Council of the City of North Mankato, Minnesota, will hold a Public Hearing on Monday, July 20, 2015 at 7 p.m. in the Council Chambers of the Municipal Building, 1001 Belgrade Avenue, to consider amending the City Code Chapter 156, R1-S, One-Family Dwelling-Small Lot District.

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 July 20, 2015.

Dated this 6th day of July 2015.

April Van Genderen
City Clerk
City of North Mankato

§ 156.038 R1-S, ONE-FAMILY DWELLING, SMALL LOT DISTRICT.

(A) *Purpose.* This district is intended to establish an area of single-family residential development on smaller lots.

(B) *Permitted uses.* The following are permitted uses:

- (1) Single family detached dwellings.
- (2) Fences.
- (3) Non-commercial gardening.
- (4) Landscaping.
- (5) Driveways.

(6) Churches, provided that no building shall be located within 50 feet of any abutting lot line in any of the classes of residential districts.

(7) Public buildings and uses of the following kind: elementary and secondary schools, parks, playgrounds, libraries, museums, community centers and recreation centers, or private schools having a curriculum equivalent to a public elementary school or public high school.

(8) Home occupations. See § 156.035(BB).

(C) *Conditional uses.* The following uses may be permitted:

- (1) Cemetery.
- (2) Government, public utility and public service uses.

(D) *Accessory uses.* The following are permitted uses:

(1) Private garage.
(2) Inground private swimming pool or similar recreational facilities when completed enclosed with a suitable fence at least 6 feet in height.

- (3) Aboveground swimming pool.
- (4) Driveways.
- (5) Off-street parking.
- (6) Utility buildings.
- (7) Solar energy systems.
- (8) Satellite reception equipment.

(E) *Lot area (detached).* Every single family detached dwelling erected shall require a lot area of not less than 76,500 square feet.

(F) *Lot width and depth.*

(1) Lot width (detached). Every lot or plot upon which there is erected a single family detached dwelling shall require a minimum width of 70 65 feet at the building setback line.

(2) Lot depth. Every lot or plot upon which there is erected a single family dwelling shall require a minimum depth of not less than 100 feet.

(G) *Yard regulations.*

(1) Front yard. For all uses allowed there shall be a front yard of not less than 30 feet. Where a lot is located at the intersection of 2 or more streets there shall be a 30 front yard setback on the side having the driveway and a 15 front yard setback on each the other street side. Only one (1) driveway shall be permitted per dwelling.

- (2) Side yard. For all uses allowed there shall be a side yard of not less than 108 feet.
- (3) Rear yard. For all uses allowed there shall be a rear yard of not less than 25 feet.
- (4) Transitional yards. There are no requirements.

(H) *Ground coverage.* Not more than 40% of a lot or plot shall be covered by all main and accessory buildings.

(I) *Height regulations.* No structure hereafter erected or altered shall exceed 2-1/2 stories or 30 feet in height. Accessory uses shall not exceed 1-1/2 stories or 22 feet in height.

(J) *Variances.* No variances to reduce minimum building setbacks or minimum lot sizes shall be granted in the R-1 S, One-Family Dwelling-Small Lot District.
(Ord. passed - - ; Am. Ord. 8, 4th series, passed 1-16-2007)

CITY OF NORTH MANKATO PARK PERMIT

This permit does reserve space in a City Park.

PERMIT #: 91 -2015 SHELTER: SLP # 1 FEE: 80⁰⁰

TYPE OF EVENT: EMPLOYEE PICNIC DATE VALID: 7-22-15 HOURS: 5P-10P

ORGANIZATION: BUFFALO WILD WINGS SIZE: 75

APPLICANT NAME: JEN EPPER

ADDRESS: 301 ST ANDREWS DR CITY: MKTO

ZIP: 56001 DAYTIME PHONE #: 507 420 0096

TENTS: no ELECTRICITY: no ALCOHOL: yes

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

AUDIO DEVICES: DIGITY RADIO 103.5

Amplified music or band requires Council approval

OTHER: _____

PERMIT APPROVED: _____ DATE: 6-30-15

PERMIT DENIED: _____

REFER TO COUNCIL: ✓ 6-30-15

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: Jen Epper 6-30-15
Applicant Date

For Office Use Only

Receipt # _____ Book _____ Park _____ Police _____

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #81	Department: City Planner	Council Meeting Date: 7/6/15
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TITLE OF ISSUE: Local Government Resolution Business Development Infrastructure Application.

BACKGROUND AND SUPPLEMENTAL INFORMATION: The City of North Mankato will be applying for a Local Government Business Development Infrastructure grant from the Department of Employment and Economic Development (DEED). The grant application is to help defer the cost of Improvement Project No. 15-01ABCDEF Carlson Drive Extension. In order to complete the application the City Council must adopt the attached resolution.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Adopt Local Government Resolution Business Development Infrastructure Application.

Motion By: _____
 Second By: _____

Vote Record:

	Aye	Nay	
	_____	_____	Steiner
	_____	_____	Norland
	_____	_____	Freyberg
	_____	_____	Spears
	_____	_____	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) _____				

<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 #10A	Department: Administration	Council Meeting Date: 7/06/15
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TITLE OF ISSUE: Consider the Adoption of Ordinance No. 68 Amending North Mankato City Code, Title XI, Business Regulations, Chapter 111, Alcoholic Beverages Hours of Sale.

BACKGROUND AND SUPPLEMENTAL INFORMATION: The Public Hearing for Amending the Hours of Sale for Alcoholic Beverages was held earlier in the evening.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Adopt Ordinance No. 68 Amending North Mankato City Code, Title XI, Business Regulations, Chapter 111, Alcoholic Beverages, Hours of Sale.

Motion By: _____
 Second By: _____

Vote Record:

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

SUPPORTING DOCUMENTS ATTACHED

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

ORDINANCE NO. 68, FOURTH SERIES

**AN ORDINANCE OF THE CITY OF NORTH MANKATO, MINNESOTA,
AMENDING NORTH MANKATO CITY CODE, TITLE XI, BUSINESS
REGULATIONS, CHAPTER 111, ALCOHOLIC BEVERAGES**

THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA,
ORDAINS:

Section 1. Sections of North Mankato City Code, Title XI, Business Regulations, Chapter 111, Alcoholic Beverages are hereby amended as follows:

§ 111.205 HOURS OF SALE

(B) *Intoxicating liquor, on-sale.* No sale of intoxicating liquor at on-sale may be made at the following times:

- (1) Between 2:00 a.m. and 8:00 a.m. on the days of Monday through Sunday;
- (2) Between 8:00 p.m. on December 24 and 8:00 a.m. on December 25.

(C) *Sunday liquor sales.* A licensee possessing an on-sale intoxicating liquor license as well as a Sunday liquor license shall make no sales of alcoholic beverages at the following times:

- (1) Between 2:00 a.m. and 8:00 a.m. on the days of Monday through Sunday;
- (2) Between 8:00 p.m. on December 24 and 2:00 a.m. on December 25;
- (3) Between 2:00 a.m. and 8:00 a.m. on December 25.

Adopted by the City Council this 7th day of July 2015.

Mayor

ATTEST:

City Clerk

CASWELL PARK

REGIONAL SPORTS COMPLEX



ECONOMIC IMPACT ANALYSIS

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Executive Summary

- The direct economic impact of Caswell Park is estimated to be \$3.5 million annually based on assumptions for spending on hotels, restaurants, groceries, fuel and shopping among athletes and their guests traveling to North Mankato for tournaments
- Caswell Park hosts on average 19 tournaments each year for softball, baseball and soccer bringing in an average of 490 teams and 31,561 visitors.

Definitions and Assumptions

Visitors are the total players + the total spectators.

Local Visitors are those traveling within 75 miles.

The following costs are assumed for Local visitors:

- Shopping = \$6 per day
- Meals = \$10 per day
- Grocery = \$5 per day

Out of Town Visitors are those traveling more than 75 miles.

The following costs are assumed for Out of Town visitors:

- Hotel = \$36 per night per day for softball / \$57 per night per day for soccer and baseball
- Fuel= \$15 per tournament/ \$26 per tournament for soccer and baseball
- Shopping = \$12 per day
- Meals = \$20 per day
- Grocery = \$5 per day

Average spending at a 1 day softball tournament:

- \$21 for Local Visitor
- \$52 for Out of Town Visitor

Average Spending at a 2 day softball tournament:

- \$42 for Local Visitor
- \$93 for Out of Town Visitor

Average spending at a 1 day baseball or soccer tournament:

- \$21 for Local Visitor
- \$63 for Out of Town Visitor

Average spending at a 2 day baseball or soccer tournament:

- \$42 for Local Visitor
- \$157 for Out of Town Visitor

Introduction

Purpose

Constructed in 1985, the Caswell Sports Complex is a nationally recognized sporting facility for softball competitions. As a regional recreational asset, the Caswell Complex, by hosting local, state, and national tournaments, first serves the local needs of sporting groups and second serves as a generator of commercial activity for the hospitality, food, and retail sectors. In 2013, construction of an addition to the Caswell Sports Complex was completed to serve the needs of youth soccer in the region. This addition also serves as a generator of commercial activity. The purpose of this study is to quantify the regional economic impact of the Caswell Sports Complex.

Economic Impact Defined

Economic impact is the net change in the host community's economy as a result of spending attributed to a specific service or event and typically relates only to new money injected into an economy by visitors from outside the community. Only those visitors who reside outside the jurisdiction and whose primary motivation for visiting is to attend the event, or who stay longer and spend more time in the community because of the event, are typically included in an economic impact study.¹ However, if there is evidence to suggest that a sports tournament keeps some residents at home who would otherwise leave the area for a trip, then these local expenditures are legitimately considered as an economic impact because money has been retained in the host community that would otherwise have been spent outside it.²

Because several local teams participate in tournaments held at Caswell Park, this study includes the impact of spending from both visiting teams and local teams and assigns an economic impact to both visitors and local spectators.

¹Howard, D. & Crompton, J. (2004). *Financing Sport 2nd Edition*, p. 104-105.

²Crompton, J. (2010). *Measuring the Economic Impact of Park & Recreation Services*, p. 25.

Facility Descriptions and Tournaments

Caswell Park Softball Complex

The complex features six lighted and fully equipped softball fields, permanent concessions, restrooms, and a playground as well as parking. Each of the six softball fields is complete with shaded concrete dugouts, bat racks, and drinking fountains. Caswell Park has electronic scoreboards and upper deck viewing for all six fields.

Tournaments (Softball)

The Minnesota State High School League (MSHSL) hosts the following tournaments for Girls Softball:

1. Mankato West Softball Invite
2. Mankato East Cougar Invite
3. Mount Olive School
4. Valley Classic
5. Sections
6. State Tournament (1994-2015)

Minnesota Sports Federation (MSF) – National Softball Federation (NSF) hosts the following tournaments for softball:

1. All-Star Girls Fast Pitch
2. Men's Fast Pitch Class B, C, & D

Minnesota Metro Fast Pitch League (MMFL) hosts the following tournaments for Girls Softball:

1. State Championship Tournament
2. State Fall Tournament

Mankato Area Girls Fast Pitch Association (MAGFA) hosts the following tournaments:

1. Summer Sizzler
2. Rising Stars
3. Pepper's Classic

Other Tournaments Held at Caswell Park

1. 2005 North American Fast Pitch Association World Series
2. 2007 ASA Softball National Boys Fast Pitch Tournament and Men's 23-Under Tournaments
3. 2007 Senior Softball World Series
4. North Central Regionals for College
5. Men's State Fast Pitch Tournament
6. Men's State Slow Pitch Tournament
7. 2008 North American Fast Pitch Association World Series
8. 2009 ASA Softball National Boys Fast Pitch Tournament and Men's 23-Under Tournaments
9. 2010 ASA Girls' Northern Nationals 14-Under A and 16-Under B

10. 2011 ASA Softball National Boys Fast Pitch Tournament and Men's 23-Under Tournaments
11. 2011 ASA Men's Modified Pitch National Tournament
12. 2011 ASA Women's Class C and D Northern National Tournament
13. 2012 ASA Men's Fast Pitch National Tournament
14. 2013 ASA Girls' Slow Pitch National Tournament
15. 2013 ASA Boy's and Men's Fast Pitch National Tournament

Miracle League Field

Fallenstein Field is a special needs accessible softball/baseball field which complies with all National Wheelchair Softball Association (NWSA) specifications. Fallenstein Field provides opportunities for children and adults with disabilities to actively participate in the sport of softball/baseball.

The Miracle League of North Mankato broke ground on the building of Fallenstein Field at Caswell Park on July 10, 2007. The field features a rubberized surface conducive to wheelchair use as well as a scoreboard, lights, spacious dugouts and enough bats, balls and helmets to outfit all players. For guests, the field features a shaded picnic area, chairs, tables, bleachers and electrical outlets.

Tournaments (Miracle League)

Most of the Miracle Leagues' 103 athletes live in the area and play four nights a week during the nine week summer season. The league also has a five-week fall season with 40 athletes. A relatively new aspect of this years' League is the introduction of traveling teams coming to play at the Miracle League Field. This years' schedule hosts one team traveling from Lakeville on August 8 and the Miracle League is desiring to expand this tournament in the future. Participation in the Miracle League grew nearly 40% in the past two years.

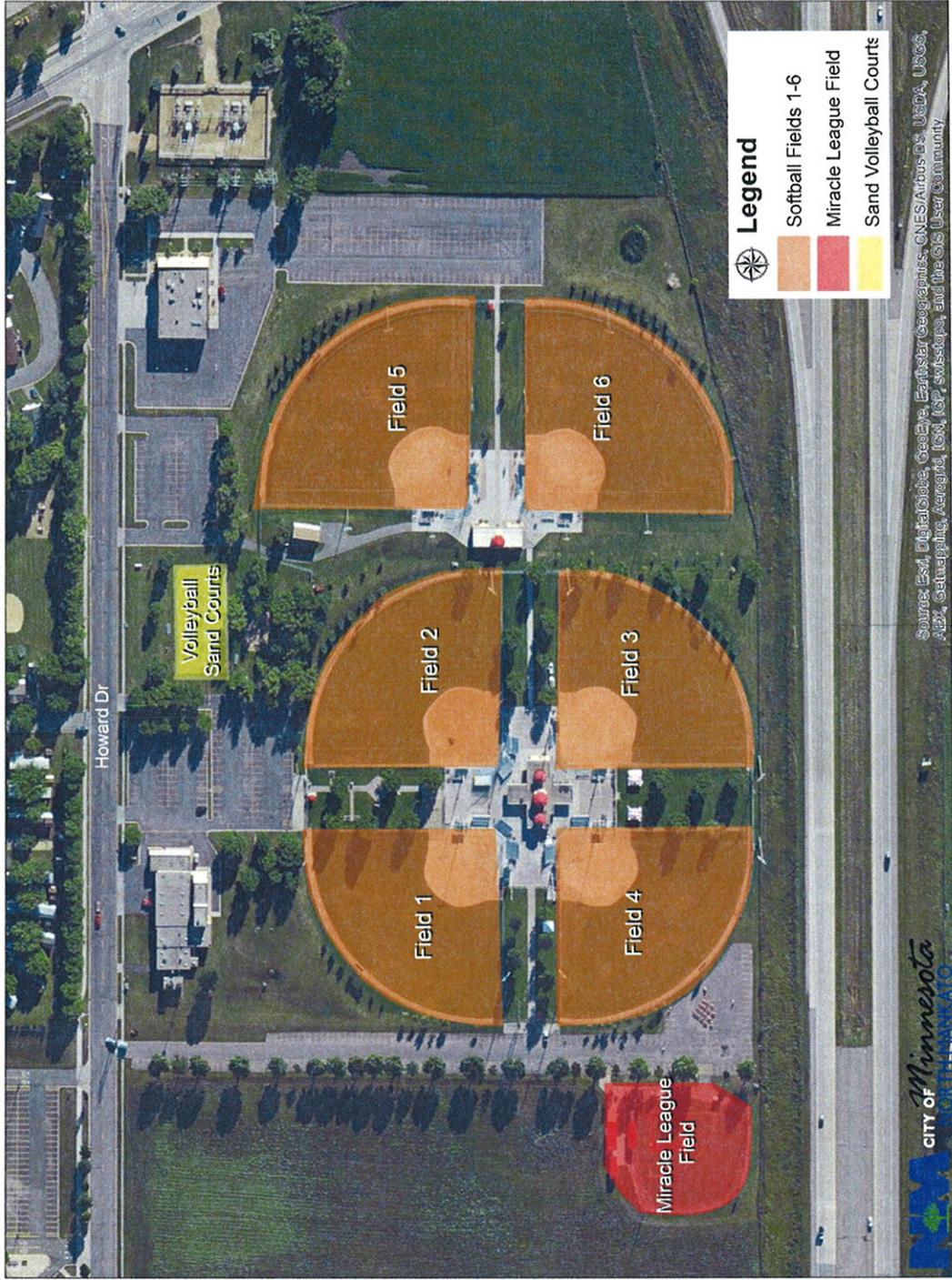
Caswell North Soccer

Established in 2013, Caswell North Soccer Complex consists of 25 acres divided into ten, high quality soccer fields, concessions and bathrooms. The championship field is equipped with lighting. The building of this complex was in response to the growing popularity of soccer in the area and the demand for quality facilities. Caswell North Soccer Complex is the primary playing site for the Mankato United Soccer Club (MUSC).

Tournaments (Soccer)

In its first year of operation, Caswell North Soccer Complex hosted the US Youth Soccer Minnesota State Cup and the Minnesota Youth Soccer Association Summer State Championship.

Caswell Park Softball Complex



Caswell North Soccer Complex



Methodology

Annual Visitors

The methodology used to assess the economic impact of Caswell Park Sports Complex utilizes data obtained from local, regional, and national sports groups sponsoring baseball, softball and soccer tournaments. Records from the 2013, 2014 and 2015 season schedules provide accurate projections for the number of annual tournaments, number of teams attending the tournaments, number of participants on each team and the likely amount of time spent in the region while participating in these events. Please note hotel spending was not included for out of town teams when tournaments were only one day in length. In addition, actual attendance has been used when available to calculate the number of visitors.

Using the information described above except for when actual attendance is available, the average number of spectators per player was calculated as indicated below:

- Studies completed by the National Association of Sports Commissions indicate 3.1 spectators per athlete for youth Girls Softball tournaments.
- This calculation is adjusted for the Minnesota State High School events because actual ticket revenue from the events indicates a greater spectator attendance than 3.1 per player and can be verified with actual attendance numbers.
- For baseball tournaments, men's softball tournaments, and soccer tournaments the average spectators per athlete is calculated at 1.9 based on information collected by the National Association of Sports Commissions.

Multiplying the statistics supplied by the National Association of Sports Commissions with the number of teams and average players derived from tournament schedules provides the total number of visitors to North Mankato for baseball, soccer, and softball tournaments (except when actual attendance is available).

Geographic Location

The number of visitors traveling to tournaments based on the total number of players is not enough to determine the direct economic impact generated by the Caswell Complex. Although the majority of teams travel from within the state of Minnesota, some teams travel from as far away as Rapid City,

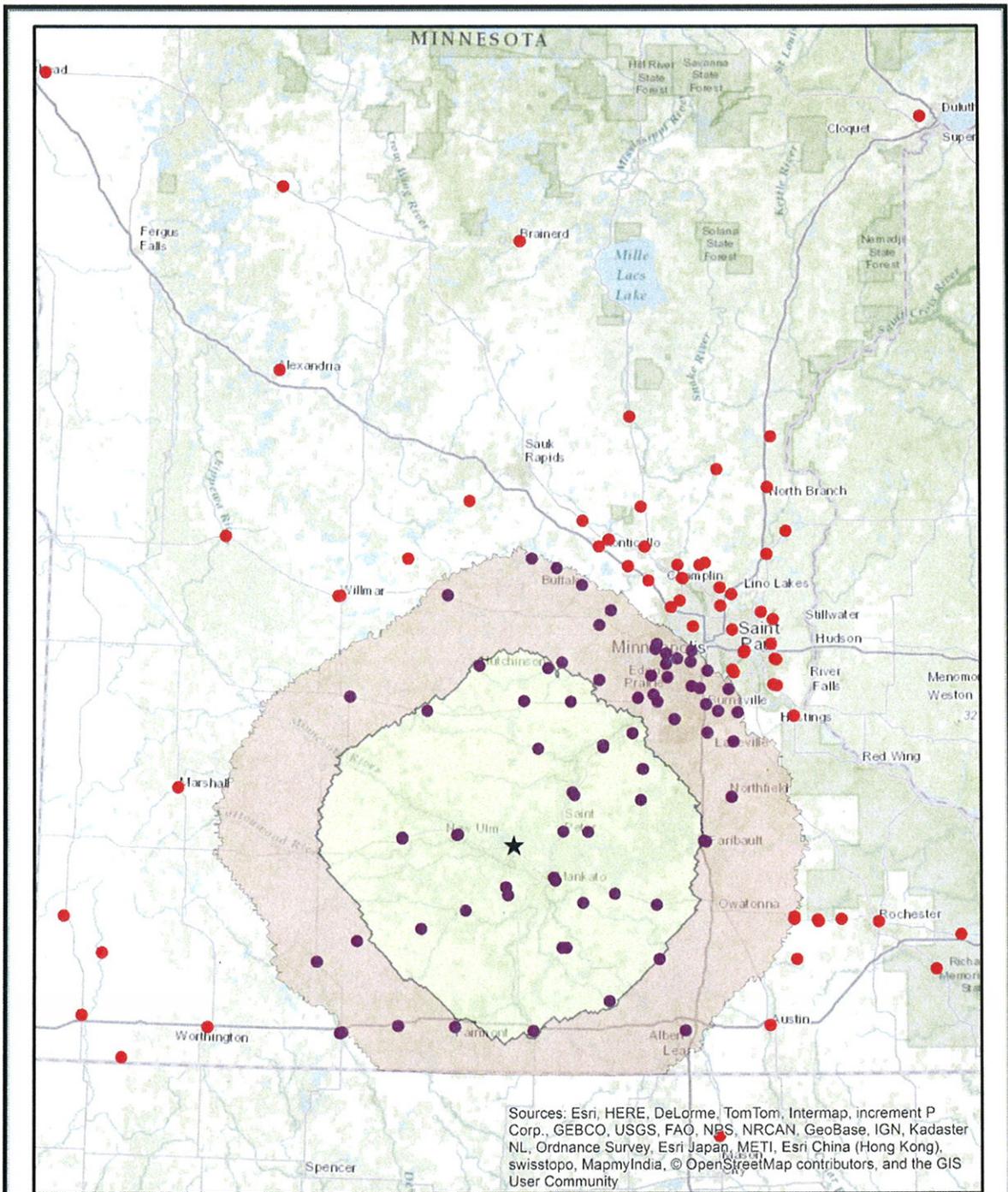
South Dakota and Winnipeg in the Province of Manitoba, Canada to participate in these tournaments. To determine the amount of visitor spending this study has categorized visitors based on their geographic location; *Local visitors*, those traveling within a 75 mile radius of the facility, and *out of town visitors*, those traveling a distance of more than 75 miles for a tournament. Assuming tournament participants traveling within 75 miles of Caswell will not spend the night, local teams are excluded from hotel/motel and fuel spending estimates.

Calculating Regional Economic Impact

Daily Visitor Spending Assumptions for Softball Tournaments				
	Hotel Cost per Night(1)	Fuel(2)	Retail Shopping (3)(4)	Meals/Grocery (5)(6)
Visitor Spending	\$36.00	\$15.00	\$12.00	\$25.00
Local Spending	\$0.00	\$0.00	\$6.00	\$15.00
(1) Assumes \$110 room cost divided by average spectators per player (3.1) which arrives at \$36 per visitor per night.				
(2) Assumes 20 gallons purchased at \$2.47 per gallon divided by average spectators per player which arrives at \$15 per spectator per tournament.				
(3) For visitors this number is based on a 2008 survey completed for a facility in Hays, Kansas that assumes \$5.99 spending on non-food items and \$6.15 spending on cultural amenities per visitor per day which includes a CPI index adjustment.				
(4) For local spending this number is based on a 2008 survey completed for a facility in Hays, Kansas, that assumes \$5.99 spending on non-food items per visitor per day which includes a CPI index adjustment				
(5) For visitors this study assumes two meals a day, \$10 per meal, one additional grocery item of \$5 per visitor per day.				
(6) For local spending this study assumes one meal a day, \$10 per meal, one additional grocery item of \$5 per visitor per day.				

Daily Visitor Spending Assumptions for Baseball/Soccer Tournaments

	Hotel Cost per Night(1)	Fuel(2)	Retail Shopping (3)(4)	Meals/Grocery (5)(6)
Visitor Spending	\$57.00	\$26.00	\$12.00	\$25.00
Local Spending	\$0.00	\$0.00	\$6.00	\$15.00
(1) Assumes \$110 room cost divided by average spectators per player (1.9) which arrives at \$57 per visitor per night.				
(2) Assumes 20 gallons purchased at \$2.47 per gallon divided by average spectators per player which arrives at \$26 per visitor per tournament.				
(3) For visitors this number is based on a 2008 survey completed for a facility in Hays, Kansas that assumes \$5.99 spending on non-food items and \$6.15 spending on cultural amenities per visitor per day which includes a CPI index adjustment.				
(4) For local spending this number is based on a 2008 survey completed for a facility in Hays, Kansas, that assumes \$5.99 spending on non-food items per visitor per day which includes a CPI index adjustment				
(5) For visitors this study assumes two meals a day, \$10 per meal, one additional grocery item of \$5 per visitor per day.				
(6) For local spending this study assumes one meal a day, \$10 per meal, one additional grocery item of \$5 per visitor per day.				



- ★ Caswell Park
- 50 miles
- 75 miles
- Local Teams
- Out of Town Teams

2015 Team Distribution

470 teams participated in tournaments held at Caswell Park Softball Complex, 258 teams (54%) travel more than 75 miles, 314 teams (67%) are Girl's Softball teams.

0 12.5 25 50 75 Miles
 Projection: NAD 1983 UTM Zone 15 N
 Prepared By: Courtney Kietzer



Analysis

Total Annual Visitors

Table 1 shows the total number of visitors to North Mankato for 2014 baseball, softball, and soccer tournaments. Each tournament is associated with the number of teams, number of players per team, and the average spectators per player. The final column contains the calculated estimates for the number of visitors (player + spectator) per tournament. The sum of this column is the total number of visitors to Caswell each year. The results of the analysis project a total of 26,423 individual visitors annually to North Mankato for tournament play at Caswell Park

Calculating Total Visitors				
Tournament	Teams (a)	Players/ Team (b)	Visitors/ Player (c)	Total Visitors ((axbxc)+(axb))
*Mankato West H.S.	8	12		389
*Mankato East H.S.	14	12		764
*Mount Olive H.S.	12	12		144
*Valley Classic	10	12		492
*2AAA Sections	22	18		1970
*2A, 2AA Sections	26	18		2827
*MSHSL State Tournament	24	18		8977
MSF All-Star Game	6	12	3.1	295
Summer Sizzler (MAGFA)	54	12	3.1	2657
Rising Stars (MAGFA)	58	12	3.1	2854
Peppers Classic (MAGFA)	32	12	3.1	1574
MMFL State Tournament	19	12	3.1	935
MMFL State Tournament	16	12	3.1	787
NSF Softball Nationals	24	12	3.1	1181
MSF Boys Baseball	31	12	1.9	1079
MSF Men's Class B	16	12	1.9	557
MSF Men's Class C&D	32	12	1.9	1114
MSF Women's Slow Pitch	48	12	1.9	1670
US Youth Soccer MN State Cup	140	15	1.9	6090
Minnesota Summer State	80	15	1.9	3480
Total	672			39,836

*indicates visitors are based on paid attendance.

The following formula is used to compute the total Out of Town and Local Visitors per year:



Total visitors are calculated using the number of teams, number of players per team, and the average number of spectators per player, except for when actual attendance numbers are available. Out of town visitors are calculated by multiplying the number of out of town teams, the average players per team, and the average spectators per player. Local visitors are calculated by subtracting Out of town visitors from the total number of visitors.

Visitor spending and estimates for 2015, 2014, and 2013 Tournaments

See appendix a, b, c, & d.

3 Year Total and Average Annual Regional Economic Impact Estimate

Analysis results indicate that Caswell Park has generated \$10,639,024.70 in the last three years of operation, averaging \$3,546,341.57 in visitor spending each season.



CITY OF
NORTH MANKATO

2015

Economic Benefit of Caswell Softball / Baseball Tournaments

Date	Tournament	Total Teams	Out of Town Teams	Avg. Players/ Team	Avg. Spectator/ Player	Total Visitors	Local Visitors	Out of Town Visitors	Total Revenues
4/11	Mankato West H.S.	8	0	12		389	389	0	\$ 8,169.00
4/17-4/18	Mankato East H.S.	14	2	12		764	655	109	\$ 41,135.00
5/12	Mount Olive H.S.	12	0	12		144	144	0	\$ 3,024.00
5/15	Valley Classic	10	0	12		492	492	0	\$ 10,332.00
5/21	2AAA Sections	22	0	18		1970	1970	0	\$ 41,370.00
5/23	2A, 2AA Sections	26	0	18		2827	2827	0	\$ 59,367.00
6/4-6/5	MSHSL State Tournament	24	16	18		8977	144	8833	\$ 1,110,173.00
6/7	MSF All-Star Game	6	6	12	3.1	295	0	295	\$ 15,350.40
6/12-6/14	Summer Sizzler (MAGFA)	54	33	12	3.1	2657	1033	1624	\$ 386,564.40
6/26-6/28	Rising Stars (MAGFA)	58	27	12	3.1	2854	1525	1328	\$ 359,110.80
7/3-7/5	Peppers Classic (MAGFA)	32	22	12	3.1	1574	492	1082	\$ 245,311.20
7/11-7/12	MMFL State Tournament	19	12	12	3.1	935	344	590	\$ 88,264.80
7/18-7/19	MMFL State Tournament	16	10	12	3.1	787	295	492	\$ 73,898.40
7/24-7/26	NSF Softball Nationals	24	24	12	3.1	1181	0	1181	\$ 233,798.40
7/24-7/26	MSF Boys Baseball	31	9	12	1.9	1079	766	313	\$ 126,846.00
8/1-8/2	MSF Men's Class B	16	16	12	1.9	557	0	557	\$ 87,417.60
8/7-8/9	MSF Men's Class C&D	32	32	12	1.9	1114	0	1114	\$ 279,513.60
8/15-8/16	MSF Women's Slow Pitch	48	48	12	1.9	1670	0	1670	\$ 262,252.80
Annual Totals		452	257			30,265	11077	19189	\$ 3,431,898.40

* Out-of-Town teams are based on a distance of 75+ miles from Caswell Park.

* Visitors are determined using a multiplier of 3.1 for girls softball and 1.9 for baseball and adult softball.

* MSHSL tournament attendance is based on paid attendance.

*Sections 2A, 2AA = 3 days 16 the first day, 6 the second, and 4 the third. Section 2AAA = 4 days, 8 the first, 8 the second, 4 the third, and 2 the fourth.



2015

Economic Benefit of Soccer Tournaments

Date	Tournament	Total Teams	Out of Town Teams	Avg. Players/ Team	Avg. Spectators/ Player	Total Visitors	Local Visitors	Out of Town Visitors	Total Expenditures
5/2-5/3	US Youth Soccer Minnesota State Cup	58	35	15	1.9	2523	1001	1523	\$281,053.50
5/9/2015	US Youth Soccer Minnesota State Cup	58	35	15	1.9	2523	1001	1523	\$ 116,928.00
5/16/2015	US Youth Soccer Minnesota State Cup	24	14	15	1.9	1044	435	609	\$ 47,502.00
7/19-7/24	Minnesota Summer State	80	48	15	1.9	3480	1392	2088	\$1,062,792.00
Total Annual Visitors		220	132			9,570	3828	5742	\$1,508,275.50

*Out of town teams are those traveling more than 75 miles to tournaments.

*Average spectators are determined using a multiplier of 1.9 per player.



2014

Economic Benefit of Caswell Softball / Baseball

Date	Tournament	Total Teams	Out-of-Town Teams	Avg. Players/Team	Avg. Spectators/Player	Total Visitors	Local Visitors	Out-of-town Visitors	Total Expenditures
4/12	Mankato West	8	0	12		389	389	0	\$ 8,169.00
4/22	Bethany- College	6	5	12	3.1	295	49	246	\$ 13,825.20
4/25 - 4/26	Mankato East	7	2	12		764	655	109	\$ 41,135.00
5/13	Mount Olive	12	0	12		144	144	0	\$ 3,024.00
5/24	Sections 2A, 2AA	26	0	18		2827	2827	0	\$ 59,367.00
5/30 - 6/1	MAYBA	24	21	12	1.9	835	104	731	\$ 119,120.40
6/5 - 6/7	MSHSL Girls	24	16	18		8977	144	8833	\$ 1,758,006.00
6/8	MSF All-Stars	6	6	12	3.1	295	0	295	\$ 15,350.40
6/13 - 6/15	Summer Sizzler	48	22	12	3.1	2362	1279	1082	\$ 294,904.80
6/27 - 6/29	Rising Stars	85	35	12	3.1	4182	2460	1722	\$ 495,936.00
7/11 - 7/13	MMFL Girls State	19	12	12	3.1	935	344	590	\$ 138,596.40
7/18 - 7/20	MMFL Girls State	16	10	12	3.1	787	295	492	\$ 116,013.60
7/25 - 7/27	MSF Boys State	31	9	12	1.9	1079	766	313	\$ 126,846.00
8/2 - 8/3	MSF Mens Class B	10	8	12	1.9	348	70	278	\$ 46,632.00
8/8 - 8/10	MSF Mens C/D	28	22	12	1.9	974	209	766	\$ 205,320.00
9/28	MMFL Fall Fastpitch	25	13	12	3.1	1230	590	640	\$ 45,657.60
Annual Total		375	181	13	841.0	26423	10326	16098	\$ 3,487,903.40

* Out-of-Town teams are those traveling more than 75 miles to tournaments.

* Average spectators are determined using a multiplier of 3.1 for softball and 1.9 for baseball.

* Attendance at MSHSL tournaments is based on ticket sales.



2013

Economic Benefit of Caswell Softball / Baseball Tournaments

Date	Tournament	Total Teams	Out-of-Town Teams	Avg. Players / Team	Avg. Spectator / player	Total Visitors	Local Visitors	Out of Town Visitors	Total Revenues
4/26 - 4/27	*Mankato East	7	2	18		764	655	109	\$ 41,135.00
5/3 - 5/4	Gustavus- MIAC	12	0	12	3.1	590	590	0	\$ 24,796.80
5/10	*Mankato West	8	2	12		389	389	0	\$ 8,169.00
5/14	*Mount Olive	12	0	12		144	144	0	\$ 3,024.00
5/17	Mankato East	8	2	12	3.1	394	295	98	\$ 11,316.00
	*Sections 2AAA	22	0	18		1970	1970	0	\$ 41,370.00
5/23	*Sections 2A, 2AA	26	0	18		2827	2827	0	\$ 59,367.00
5/31 - 6/2	MAYBA	32	0	12	1.9	1114	1114	0	\$ 70,156.80
6/6 - 6/7	*MSHSL State Tournament	24	15	18		8833	8563	270	\$ 393,396.00
6/9	MSF All Stars	6	6	12	3.1	295	0	295	\$ 15,350.40
6/14 - 6/16	Summer Sizzler	36	14	12	3.1	1771	1082	689	\$ 204,573.60
6/28 - 6/30	Rising Stars	59	21	12	3.1	2903	1870	1033	\$ 322,358.40
7/12 - 7/14	MMFL State 10 & 12	31	17	12	3.1	1525	689	836	\$ 209,001.60
7/19 - 7/21	MMFL State 14 & 16	35	17	12	3.1	1722	886	836	\$ 221,400.00
7/27 - 7/28	Slow Pitch Nationals	26	12	12	1.9	905	487	418	\$ 86,025.60
8/3-8/4	Mens Fast Pitch B	7	5	12	1.9	244	70	174	\$ 48,058.80
8/3-8/4	ASA Nationals	14	10	12	1.9	487	139	348	\$ 60,482.40
8/9 - 8/11	Mens Fast Pitch C	24	17	12	1.9	835	244	592	\$ 163,838.40
8/10-8/11	Mens Fast Pitch D	9	6	12	1.9	313	104	209	\$ 37,166.40
9/27 - 9/29	MMFL Fall Fast Pitch	27	16	12	3.1	1328	541	787	\$ 189,961.20
Annual Totals		425	162	13	159.7	29353	22659	6694.6	\$ 2,210,947.40

* Out-of-Town teams are those traveling more than 75 miles to tournaments.

* Average spectators are determined using a 3.1 multiplier for softball and 1.9 for baseball.

* Attendance at MSHSL tournaments is based on ticket sales.



CITY OF NORTH MANKATO

OFFICE OF THE MAYOR

COMMENDATION

WHEREAS, Bruce Royer began serving the City of North Mankato as a Building and Plumbing Inspector in 1987, he became an Assistant Building Inspector in 1993 and in 1996 he became the Building Official for the City of North Mankato and upon retiring he will have served the City of North Mankato for 28 years; and

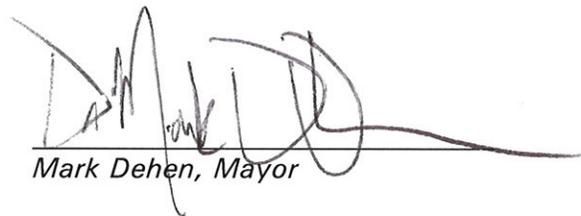
WHEREAS, Bruce earned the title Building Official Class I in 1986 and Building Official Class II in 1990; and

WHEREAS, Bruce has continued his education remaining current on all building codes and procedures; and

WHEREAS, he is an asset to the community of North Mankato and has rigorously worked to ensure the safety of its residents;

NOW, THEREFORE, I, Mark Dehen, Mayor of the City of North Mankato, Minnesota, do hereby commend Bruce Royer for his outstanding work and dedication to the community and express my appreciation for his skills and work as Building Official.

Dated this 6th day of July 2015.


Mark Dehen, Mayor

