

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 1, 2015. Mayor Dehen called the meeting to order at 7:00 p.m. asking that everyone join in the Pledge of Allegiance. The following were present for roll call: Mayor Dehen, Council Members Norland, Freyberg and Steiner, City Administrator Harrenstein, Finance Director Thorne, Attorney Kennedy, City Clerk Van Genderen, City Planner Fischer and Public Works Director Swanson. Absent from the meeting: Council Member Spears.

Approval of Agenda

Council Member Steiner moved, seconded by Council Member Norland, to approve the agenda as presented. Vote on the motion: Freyberg, Steiner, Norland 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 May 18, 2015. Vote on the motion: Freyberg, Steiner, Norland and Dehen aye; no nays. Motion carried.

Public Hearing, 7 p.m., Amend City Code, Title XI, Business Regulations, Chapter 111, Alcoholic Beverages

City Clerk Van Genderen stated that during the 2015 session Minnesota State Legislature passed legislation allowing the off-sale of growlers of malt liquor on Sundays. City Clerk Van Genderen indicated this amendment would allow the off-sale of growlers on Sundays in the City of North Mankato. With no one appearing before the Council, Mayor Dehen closed this portion of the meeting.

Consent Agenda

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

- A. Bills and Appropriations.
- B. Res. No. 43-15 Approving Donations/Contributions/Grants.
- C. Large Group and Audio Permit for the Anthony Ford Pond Hockey Tournament on February 6 and 7, 2016 from 8 a.m. to 5 p.m.
- D. Traffic and Safety Committee Meeting Minutes for May 21, 2015.
- E. Consider Authorizing City Administrator to enter into a Contract for Information Technology Services with Pantheon Computer Systems, Inc.
- F. Audio Permit for Business on Belgrade's Bookin' on Belgrade Nearly 5K Family Fun Run/Walk on June 6, 2015 from 8:00 a.m. to 10:30 a.m.

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

Public Comments

With no one appearing before the Council, Mayor Dehen closed this portion of the meeting.

Business Items

Ordinance No. 67, Fourth Series, Amending North Mankato City Code, Title XI, Business Regulations, Chapter 111, Alcoholic Beverages. Administrator Harrenstein indicated this was the item in the public hearing concerning the off-sale of growlers of malt liquor on Sundays. **Council Member Steiner moved, seconded by Council Member Norland to adopt Ordinance No. 67**

Fourth Series, Amending North Mankato City Code, Title XI, Business Regulations, Chapter 111, Alcoholic Beverages. Vote on the motion: Freyberg, Steiner, Norland and Dehen aye; no nays. Motion carried.

Res. No. 44-15 Awarding Bid for Project No. 14-03CDEF Lookout Drive Reconstruction and Roundabouts. City Engineer Sarff appeared before Council to present the bids and bid tabulation for Project No. 14-03CDEF. City Engineer Sarff indicated there were two bidders, Holtmeier Construction, Inc. and OMG Midwest, Inc. City Engineer Sarff reported the bidding package included a base bid, which included the Lookout Drive roundabout and reconstruction north of Commerce Drive, bituminous overlay and traffic signal system improvements north of Commerce Drive, and improvements to the Lookout Drive bridge over Highway 14. An alternate bid was also included which consisted of street lighting improvements south of Commerce Drive. Both bids came in higher than the Engineer's estimate for both the base and the alternate bid, but Holtmeier Construction, Inc presented the lowest bid. The total project cost including engineering using the low bid for the base bid and the alternate bid is approximately \$190,000 more than the available funding from federal funds, state funds and Municipal State Aid funds. City Engineer Sarff recommended that Holtmeier Construction, Inc. be awarded the base bid in the amount of \$5,467,127.05 and that the alternate bid not be awarded. The award of the bid is contingent on MnDOT's execution of the Cooperative Construction Agreement for the project and also contingent on concurrence on the award by the MnDOT State Aid and Civil Rights offices. Council Member Steiner requested information concerning the completion of the project and the beginning of school. City Engineer Sarff indicated they would be working with the school district to ensure that school kids arrived safely to school with as little congestion as possible as they complete the project. **Council Member Steiner moved, seconded by Council Member Norland to adopt Res. No. 44-15 Awarding Bid for Project No. 14-03CDEF Lookout Drive Reconstruction and Roundabouts. Vote on the motion: Freyberg, Steiner, Norland and Dehen aye; no nays. Motion carried.**

City Administrator and Staff Comments

Administrator Harrenstein reported the KTV open house was well attended and a great event. He stated if anyone was interested in visiting the station it could be arranged.

Administrator Harrenstein welcomed the 2015 Girls State Softball Tournament to Caswell Park.

Public Works Director Swanson reported they were expanding temporary parking for the Girls State Softball Tournament at Caswell Park.

Public Works Director Swanson reported demolition of the structures at 231 and 233 Wheeler Avenue was tentatively scheduled for the week of June 22, 2015.

Mayor and Council Comments

Council Member Norland indicated Community Education and Recreation has many offerings for the community and information could be found on their website.

Mayor Dehen read a thank you note from Boy Scout Troup 29 to the City of North Mankato for the \$500.00 donation from the Charitable Gambling Distribution.

Mayor Dehen read the following proclamation into record:

WHEREAS, the Minnesota State High School League (MSHSL) was first organized in 1916 as the State High School Athletic Association; and

WHEREAS, today the Minnesota State High School League is a voluntary, nonprofit association of public and private schools with nearly 500 members; and

WHEREAS, the Minnesota State High School League promotes a program of activities for youth of the schools of the state on subsections, section and state levels in the fields of athletics, speech, music and dramatics on a competitive basis; and

WHEREAS, the Minnesota State High School League establishes uniform and equitable rules for youth in inter-school activities; and

WHEREAS, the Minnesota State High School League works to elevate standards of sportsmanship in all sporting activities; and

WHEREAS, the Minnesota State High School League is having a year-long celebration for its 100 years of service to Minnesota youth;

NOW THEREFORE, I Mark Dehen, Mayor of the City of North Mankato hereby proclaim June 4, 2015 to be

Minnesota State High School League Day

in the City of North Mankato, and encourage all North Mankato residents to join me in supporting and celebrating the contributions of the Minnesota State High School League.

Dated this 1st day of June 2015.

Mayor Dehen read the following proclamation into record:

WHEREAS, the Mankato Loyola Girls Softball Team has played well throughout the 2015 Softball season; and

WHEREAS, the Mankato Loyola Girls Softball Team has a record of 24 wins and 3 losses and are ranked 68th in Minnesota; and

WHEREAS, the Mankato Loyola Girls Softball Team has won the right to play in the State Softball tournament;

NOW THEREFORE, I Mark Dehen, Mayor of the City of North Mankato hereby proclaim June 1-7, 2015 to be

Mankato Loyola Girls Softball Week

in the City of North Mankato, and encourage all North Mankato residents to join me in supporting and cheering on the Mankato Loyola Girls Softball Team.

Dated this 1st day of June 2015.

Public Comments

Phil Henry, 1300 Noretta Drive, appeared before Council and thanked the City for the work on the Belgrade Hill Ravine.

There being no further business, on a motion by Council Member Norland, seconded by Council Member Steiner, the meeting adjourned at 7:20 p.m.

Mayor

City Clerk



City of North Mankato, MN

Manual Payments

By Vendor Name

Date Range: 06/03/2015 - 06/14/2015

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK						
	Void	06/03/2015	Regular	0	0	24503
	Void	06/05/2015	Regular	0	0	24509
	Void	06/05/2015	Regular	0	0	24510
	Void	06/08/2015	Regular	0	0	24520
	Void	06/08/2015	Regular	0	0	24526
02008	410 PROJECT	06/11/2015	Regular	0	150	82004
00137	BENCO ELECTRIC COOPERATIVE	06/08/2015	Regular	0	29749.21	24519
00234	CENTER POINT ENERGY	06/08/2015	Regular	0	2027.33	24521
01101	DENNIS PETERSON	06/05/2015	Regular	0	75	24505
00394	ENVENTIS	06/08/2015	Regular	0	3523.84	24522
01262	GREG SCHUMACHER	06/05/2015	Regular	0	75	24506
00600	ICMA RETIREMENT TRUST ROTH IRA	06/11/2015	Regular	0	450	82002
00601	ICMA RETIREMENT TRUST-457	06/11/2015	Regular	0	3223.85	82003
00614	INTERNAL REVENUE SERVICE	06/12/2015	Bank Draft	0	4146.22	DFT0000006
00614	INTERNAL REVENUE SERVICE	06/12/2015	Bank Draft	0	13895.79	DFT0000008
00614	INTERNAL REVENUE SERVICE	06/12/2015	Bank Draft	0	12870.96	DFT0000009
00618	INTERSTATE AUTO CENTER, INC.	06/11/2015	Regular	0	4700	82005
00553	JAY HEWLETT	06/05/2015	Regular	0	75	24507
00776	LLOYD LUMBER	06/05/2015	Regular	0	1561.25	24508
02000	LLOYD STARKSON	06/05/2015	Regular	0	75	24511
00817	MANKATO EAST	06/05/2015	Regular	0	128.71	24515
00817	MANKATO EAST	06/05/2015	Regular	0	525.2	24518
00819	MANKATO FORD, INC.	06/05/2015	Regular	0	26129	24516
00403	MICHAEL FASNACHT	06/05/2015	Regular	0	75	24512
00892	MII LIFE, INC.-HEALTH SAVINGS ACCOUNT	06/12/2015	Bank Draft	0	50	DFT0000004
02003	MINNESOTA DEPT OF REVENUE	06/12/2015	Bank Draft	0	5630.16	DFT0000007
00996	MT BALLOONS	06/05/2015	Regular	0	90	24513
01036	NICOLLET COUNTY RECORDER/ABTRACTER	06/09/2015	Regular	0	376	24527
01133	POWERPLAN	06/08/2015	Regular	0	111.98	24523
01155	PUBLIC EMPLOYEES RETIREMENT ASSOCIATIO	06/12/2015	Bank Draft	0	12956.06	DFT0000002
01155	PUBLIC EMPLOYEES RETIREMENT ASSOCIATIO	06/12/2015	Bank Draft	0	10703.88	DFT0000003
01155	PUBLIC EMPLOYEES RETIREMENT ASSOCIATIO	06/12/2015	Bank Draft	0	216.68	DFT0000005
01182	REGION 2A	06/05/2015	Regular	0	525.21	24517
01272	TIM SENNE	06/05/2015	Regular	0	75	24514
01121	TIMOTHY POHLMAN	06/03/2015	Regular	0	75	24504
01470	VERIZON WIRELESS	06/08/2015	Regular	0	291.61	24524
01557	XCEL ENERGY	06/08/2015	Regular	0	19582.05	24525

Bank Code APBNK Summary

	Payable	Payment		
Payment Type	Count	Count	Discount	Payment
Regular Checks	187	24	0.00	93,670.24
Manual Checks	0	0	0.00	0.00
Voided Checks	0	5	0.00	0.00
Bank Drafts	8	8	0.00	60,469.75
EFT's	0	0	0.00	0.00
	195	37	0.00	154,139.99

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH FUND	6/2015	154139.99
			<u>154139.99</u>

Authorization Signatures

All Council

The above claims list is approved

Mark Dehen- Mayor

Kim Spears- Council Member

Diane Norland- Council Member

William Steiner- Council Member

Robert Freyberg- Council Member



City of North Mankato, MN

Claims List

By Vendor Name

Date Range: 06/15/2015 - 06/15/2015

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK						
	Void	06/15/2015	Regular	0	0	82027
	Void	06/15/2015	Regular	0	0	82065
	Void	06/15/2015	Regular	0	0	82078
02008	410 PROJECT	06/15/2015	Regular	0	100	82006
00006	A TOUCH OF MAGIC, INC.	06/15/2015	Regular	0	208	82007
00007	A&B TRANSMISSIONS	06/15/2015	Regular	0	87	82008
00009	A-1 KEY CITY LOCKSMITHS, INC	06/15/2015	Regular	0	12	82009
00024	AEM FINANCIAL SOLUTIONS LLC	06/15/2015	Regular	0	12500	82010
00029	AG SPRAY EQUIPMENT	06/15/2015	Regular	0	8.85	82011
00036	ALEX AIR APPARATUS, INC.	06/15/2015	Regular	0	455.84	82012
00055	AMEM	06/15/2015	Regular	0	130	82013
00102	AUDIO EDITIONS	06/15/2015	Regular	0	54.79	82014
00119	BARRON'S	06/15/2015	Regular	0	199	82015
00120	BARRY STROCK CONSULTING ASSOCIATES, INC	06/15/2015	Regular	0	9400	82016
00123	BATTERIES+BULBS	06/15/2015	Regular	0	217.95	82017
00129	BCA CJTE	06/15/2015	Regular	0	75	82018
00160	BLUE EARTH ENVIRONMENTAL CO	06/15/2015	Regular	0	980	82019
00174	BOLTON & MENK, INC.	06/15/2015	Regular	0	4560.53	82020
00176	BORDER STATES ELECTRIC SUPPLY	06/15/2015	Regular	0	748.59	82021
00188	BRANDT LAW OFFICE, P.A.	06/15/2015	Regular	0	683	82022
00194	BRICK HOUSE GRAPHICS	06/15/2015	Regular	0	750	82023
00207	BUREAU OF CRIMINAL APPREHENSION	06/15/2015	Regular	0	295	82024
00216	C & S SUPPLY CO, INC.	06/15/2015	Regular	0	590.67	82025
00227	CARQUEST AUTO PARTS MANKATO	06/15/2015	Regular	0	1364.35	82026
00232	CEMSTONE CONCRETE MATERIALS, LLC	06/15/2015	Regular	0	1391.25	82028
00241	CHARTER COMMUNICATIONS	06/15/2015	Regular	0	463.96	82029
00251	CITY CENTER PARTNERSHIP	06/15/2015	Regular	0	200	82030
00258	CITY OF MANKATO-WATER BILL	06/15/2015	Regular	0	22.2	82031
00262	CITY OF ST PETER	06/15/2015	Regular	0	117.43	82032
00276	COCA-COLA REFRESHMENTS USA, INC.	06/15/2015	Regular	0	1012.2	82033
00305	CROP PRODUCTION SERVICES, INC.	06/15/2015	Regular	0	242.04	82034
00312	CULVER'S OF NORTH MANKATO	06/15/2015	Regular	0	80	82035
02002	D L HILL PAINTING	06/15/2015	Regular	0	1800	82036
00322	DALCO	06/15/2015	Regular	0	737.9	82037
00337	DEMCO	06/15/2015	Regular	0	357.33	82038
00355	DKEMP ASSOCIATES, LLC	06/15/2015	Regular	0	2802.98	82039
00364	DRUMMER'S GARDEN CENTER	06/15/2015	Regular	0	176.12	82040
00401	EXPRESS PERSONNEL SERVICES	06/15/2015	Regular	0	1150.8	82041
00404	FASTENAL COMPANY	06/15/2015	Regular	0	33.26	82042
00409	FERGUSON ENTERPRISES, INC #1657	06/15/2015	Regular	0	205.76	82043
00410	FERRELLGAS	06/15/2015	Regular	0	396.36	82044
00416	FIRST LINE/LEEWEES VENTURES LLC	06/15/2015	Regular	0	2824.95	82045
00432	FLEETPRIDE	06/15/2015	Regular	0	66.54	82046
00449	FREE PRESS MEDIA	06/15/2015	Regular	0	175	82048
00447	FREE PRESS	06/15/2015	Regular	0	1270.39	82047
00462	G & K SERVICES	06/15/2015	Regular	0	532.81	82049
00463	G & L AUTO SUPPLY	06/15/2015	Regular	0	1194.45	82050
00465	GALE/CENGAGE LEARNING	06/15/2015	Regular	0	95.98	82051
02007	GALLIMAUFY	06/15/2015	Regular	0	250	82052
02007	GALLIMAUFY	06/15/2015	Regular	0	250	82053
00482	GMS INDUSTRIAL SUPPLIES, INC.	06/15/2015	Regular	0	129.84	82054
00493	GOODWIN, TONY	06/15/2015	Regular	0	350	82055
00494	GOPHER STATE ONE-CALL, INC	06/15/2015	Regular	0	324.8	82056
00499	GRAINGER	06/15/2015	Regular	0	69.36	82057

Claims List - Print 2 Reports Manual & Regular

Date Range: 06/15/2015 - 06/15/2015

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00508	GREEN TECH RECYCLING, LLC	06/15/2015	Regular	0	364	82058
00517	H & L MESABI	06/15/2015	Regular	0	839	82059
00538	HAWKINS CHEMICAL, INC.	06/15/2015	Regular	0	2407.26	82060
00561	HILLTOP FLORIST & GREENHOUSE	06/15/2015	Regular	0	145.03	82061
02004	HOPE HAVEN, INC.	06/15/2015	Regular	0	637.93	82062
00585	HOWARD, MELISSA	06/15/2015	Regular	0	250	82063
00608	INGRAM LIBRARY SERVICES	06/15/2015	Regular	0	2194.74	82064
00033	JAMES E. ALBRIGHT	06/15/2015	Regular	0	120	82066
00657	JT SERVICES	06/15/2015	Regular	0	1525	82067
00680	KELLER, J.J. & ASSOCIATES, INC.	06/15/2015	Regular	0	634	82068
00690	KENNEDY & GRAVEN	06/15/2015	Regular	0	55.5	82069
00691	KENNEDY & KENNEDY LAW OFFICE	06/15/2015	Regular	0	8632.34	82070
02006	KHOUN LOVAN	06/15/2015	Regular	0	59.01	82071
00701	KLEIST, RANDY M.	06/15/2015	Regular	0	91.23	82001
00731	LAGER'S OF MANKATO, INC.	06/15/2015	Regular	0	318.2	82072
00733	LAKES GAS CO #10	06/15/2015	Regular	0	264	82073
00749	LAWSON PRODUCTS, INC	06/15/2015	Regular	0	634.06	82074
00773	LJP ENTERPRISES OF ST. PETER, LLC	06/15/2015	Regular	0	600	82075
00775	LJP WASTE & RECYCLING LLC	06/15/2015	Regular	0	220	82076
00776	LLOYD LUMBER	06/15/2015	Regular	0	1804.06	82077
00783	LONG-TERM CARE	06/15/2015	Regular	0	163.64	82079
00784	LOOKOUT DRIVE WELDING	06/15/2015	Regular	0	35	82080
00793	M & M SIGNS	06/15/2015	Regular	0	612.5	82081
00796	MAC QUEEN EQUIPMENT, INC.	06/15/2015	Regular	0	4536.32	82082
00812	MANKATO BEARING COMPANY	06/15/2015	Regular	0	137.4	82083
00815	MANKATO CLINIC, LTD.	06/15/2015	Regular	0	102.66	82084
00819	MANKATO FORD, INC.	06/15/2015	Regular	0	793.4	82085
00825	MANKATO MOTOR COMPANY	06/15/2015	Regular	0	520.26	82086
00832	MANKATO TENT & AWNING CO.	06/15/2015	Regular	0	250	82087
00839	MARK J. TRAUT WELLS, INC.	06/15/2015	Regular	0	55876.15	82088
00847	MATHESON TRI-GAS, INC.	06/15/2015	Regular	0	99.28	82089
00851	MAYO CLINIC HEALTH SYSTEM - MANKATO	06/15/2015	Regular	0	1356	82090
00860	MCFOA	06/15/2015	Regular	0	70	82091
00874	MENARDS	06/15/2015	Regular	0	534.2	82092
00902	MINN IRON & METAL CO	06/15/2015	Regular	0	71.2	82093
00910	MINN VALLEY TESTING LAB	06/15/2015	Regular	0	59.25	82094
00935	MINNESOTA PIPE & EQUIPMENT	06/15/2015	Regular	0	69.24	82095
00956	MINNESOTA WASTE PROCESSING CO.	06/15/2015	Regular	0	22719.9	82096
00985	MOSS & BARNETT	06/15/2015	Regular	0	180	82097
00997	MTI DISTRIBUTING CO	06/15/2015	Regular	0	910.45	82098
01009	NAPA AUTO PARTS - MANKATO	06/15/2015	Regular	0	271.56	82099
01036	NICOLLET COUNTY RECORDER/ABTRACTER	06/15/2015	Regular	0	121	82100
01052	NORTH CENTRAL INTERNATIONAL	06/15/2015	Regular	0	959.67	82101
01062	NORTHERN SAFETY TECHNOLOGY, INC.	06/15/2015	Regular	0	1432.83	82102
01065	NORTHLAND CHEMICAL CORP	06/15/2015	Regular	0	103.64	82103
01076	OLD DOMINION BRUSH	06/15/2015	Regular	0	2803.46	82104
01081	OTTO ENVIRONMENTAL SYSTEMS NORTH AMI	06/15/2015	Regular	0	10706.1	82105
01083	OVERDRIVE, INC.	06/15/2015	Regular	0	1646.92	82106
02005	PANTHEON COMPUTERS	06/15/2015	Regular	0	1148.95	82107
01090	PARAGON PRINTING & MAILING,	06/15/2015	Regular	0	3165.3	82108
01098	PEPSI COLA - MANKATO	06/15/2015	Regular	0	11062.4	82109
01099	PET EXPO DISTRIBUTORS	06/15/2015	Regular	0	50	82110
01106	PETTY CASH	06/15/2015	Regular	0	486.17	82111
01137	PRAXAIR DISTRIBUTION, INC	06/15/2015	Regular	0	110.26	82112
01179	RED FEATHER PAPER CO.	06/15/2015	Regular	0	628.8	82113
01179	RED FEATHER PAPER CO.	06/15/2015	Regular	0	-628.8	82113
01179	RED FEATHER PAPER CO.	06/15/2015	Regular	0	441.12	82143
01187	REICHS QUALITY IRONWORKS, INC.	06/15/2015	Regular	0	48	82114
01190	REINHART FOODSERVICE LLC	06/15/2015	Regular	0	7985.48	82115
01211	RIVER BEND BUSINESS PROD., INC	06/15/2015	Regular	0	924.46	82116
01236	SAM'S CLUB	06/15/2015	Regular	0	45	82117

Claims List - Print 2 Reports Manual & Regular

Date Range: 06/15/2015 - 06/15/2015

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01263	SCHWICKERT COMPANY	06/15/2015	Regular	0	129.6	82118
02011	SCIENCE MUSEUM OF MINNESOTA	06/15/2015	Regular	0	425	82119
01275	SEPPMANN, JADD & SONS, LLP	06/15/2015	Regular	0	98.71	82120
01278	SHERWIN-WILLIAMS CO.	06/15/2015	Regular	0	76.61	82121
01302	SOUTH CENTRAL GLASS, INC.	06/15/2015	Regular	0	187.68	82144
01306	SOUTHERN MINNESOTA CONSTRUCTION	06/15/2015	Regular	0	70	82122
01318	SPOON MAN, INC.	06/15/2015	Regular	0	300	82123
01323	SPS COMPANIES, INC.	06/15/2015	Regular	0	931.31	82124
01335	STAPLES ADVANTAGE	06/15/2015	Regular	0	1395.81	82125
01338	STATE INDUSTRIAL PRODUCTS	06/15/2015	Regular	0	777.52	82126
01349	STONE & STEEL DESIGN, LLC	06/15/2015	Regular	0	153.12	82127
01354	SUBURBAN TIRE WHOLESALE, INC.	06/15/2015	Regular	0	377.46	82128
01401	TIPPMANN INDUSTRIAL PRODUCTS	06/15/2015	Regular	0	86.83	82129
01402	TIRE ASSOCIATES	06/15/2015	Regular	0	2991.43	82130
02001	TOM BOONE	06/15/2015	Regular	0	288.7	82131
02012	TOTAL RESTAURANT SUPPLY CO. INC.	06/15/2015	Regular	0	8330.27	82132
01433	TYLER TECHNOLOGIES	06/15/2015	Regular	0	8725.25	82133
01438	UNIFORMS UNLIMITED INC	06/15/2015	Regular	0	929.9	82134
01441	UNITED RENTALS, INC.	06/15/2015	Regular	0	101.52	82135
01477	VIKING ELECTRIC SUPPLY, INC.	06/15/2015	Regular	0	783.67	82136
01478	VIKING FIRE & SAFETY	06/15/2015	Regular	0	408.63	82137
01489	VOYAGEUR WEB	06/15/2015	Regular	0	6450	82138
01492	WACO SCAFFOLDING & SUPPLY CO.	06/15/2015	Regular	0	144.1	82139
01497	WALL STREET JOURNAL	06/15/2015	Regular	0	413.4	82140
01524	WERNER ELECTRIC SUPPLY	06/15/2015	Regular	0	416.09	82141
01552	WW BLACKTOPPING, INC	06/15/2015	Regular	0	1058.25	82142

Bank Code APBNK Summary

	Payable	Payment		
Payment Type	Count	Count	Discount	Payment
Regular Checks	463	137	0.00	243,228.47
Manual Checks	0	0	0.00	0.00
Voided Checks	0	4	0.00	-628.80
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	463	141	0.00	242,599.67

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH FUND	6/2015	242599.67
			<u>242599.67</u>

Authorization Signatures

All Council

The above claims list is approved

Mark Dehen- Mayor

Kim Spears- Council Member

Diane Norland- Council Member

William Steiner- Council Member

Robert Freyberg- Council Member



City of North Mankato, MN

Port Authority Claims

By Fund

Payment Dates 6/3/2015 - 6/15/2015

Vendor Name	Payment Date	Payment Number	Description (Item)	Account Number	Amount
Fund: 228 - PORT AUTHORITY					
KENNEDY & KENNEDY LAW OFF...	06/15/2015	82070	Additional legal services for May..	228-5112-631100	186.00
NICOLLET COUNTY RECORDER/...	06/15/2015	82100	Abstracting fees Northport #5 ...	228-5112-631100	121.00
FREE PRESS	06/15/2015	82047	Ad-Public Hearing Port Authorit...	228-5112-631110	42.16
FREE PRESS	06/15/2015	82047	Ad-Port Authority Commission...	228-5112-631110	63.24
NICOLLET COUNTY RECORDER/...	06/09/2015	24527	Recording Fee for Mankato Bre...	228-5112-638900	46.00
NICOLLET COUNTY RECORDER/...	06/09/2015	24527	Recording Fee	228-5112-638900	330.00
CITY CENTER PARTNERSHIP	06/15/2015	82030	Plaque holder for sculpture in f...	228-5112-701200	200.00
Fund 228 - PORT AUTHORITY Total:					988.40
Grand Total:					988.40

Report Summary**Fund Summary**

Fund	Payment Amount
228 - PORT AUTHORITY	988.40
Grand Total:	988.40

Account Summary

Account Number	Account Name	Payment Amount
228-5112-631100	PROFESSIONAL SERVICES	307.00
228-5112-631110	ADVERTISING	105.40
228-5112-638900	MISCELLANEOUS	376.00
228-5112-701200	BUILDING & STRUCTURE ...	200.00
Grand Total:		988.40

Project Account Summary

Project Account Key	Payment Amount
None	988.40
Grand Total:	988.40

Authorization Signatures**All Council**

The above claims list is approved

Mark Dehen- Mayor

Kim Spears- Council Member

Diane Norland- Council Member

William Steiner- Council Member

Robert Freyberg- Council Member

RESOLUTION NO.

RESOLUTION APPROVING DONATIONS/CONTRIBUTIONS/GRANTS

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

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

Donor	Restriction	Amount
Jane Zenk	Library Endowment – Book Club Bag	\$150.00
Friends of the Deep Valley Library	Library Endowment – Summer Reading	\$1,000.00

Adopted by the City Council this 15th day of June 2015.

Mayor

City Clerk

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #7C	Department: Administration	Council Meeting Date: 6/15/15																												
TITLE OF ISSUE: Set Public Hearing for 7 p.m. on July 6, 2015 to Amend City Code, Chapter 111, Alcoholic Beverages, Hours of Sale.																														
BACKGROUND AND SUPPLEMENTAL INFORMATION: During the 2015 legislative session the Minnesota State Legislature passed what is 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. As there has been interest in passing the "Bloody Mary" law, staff requests a public hearing to consider an amendment to the City Code.																														
<i>If additional space is required, attach a separate sheet</i>																														
REQUESTED COUNCIL ACTION: 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.																														
Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center; width: 50px;">Aye</td> <td style="text-align: center; width: 50px;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Spears</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Spears	_____	_____	Steiner	_____	_____	Norland	_____	_____	Freyberg	_____	_____	Dehen	<div style="text-align: center; font-weight: bold; margin-bottom: 10px;">SUPPORTING DOCUMENTS ATTACHED</div> <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) <u>Notice of Public Hearing</u> _____ _____ _____ _____		Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aye	Nay																													
_____	_____	Spears																												
_____	_____	Steiner																												
_____	_____	Norland																												
_____	_____	Freyberg																												
_____	_____	Dehen																												
Resolution	Ordinance	Contract	Minutes	Map																										
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																										
<table style="width: 100%; border: none;"> <tr> <td style="text-align: center; width: 50px;"><input type="checkbox"/></td> <td>Workshop</td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td>Regular Meeting</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>Special Meeting</td> </tr> </table>	<input type="checkbox"/>	Workshop	<input checked="" type="checkbox"/>	Regular Meeting	<input type="checkbox"/>	Special Meeting	<table style="width: 100%; border: none;"> <tr> <td style="text-align: center; width: 50px;"><input type="checkbox"/></td> <td>Refer to: _____</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>Table until: _____</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>Other: _____</td> </tr> </table>		<input type="checkbox"/>	Refer to: _____	<input type="checkbox"/>	Table until: _____	<input type="checkbox"/>	Other: _____																
<input type="checkbox"/>	Workshop																													
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<input type="checkbox"/>	Refer to: _____																													
<input type="checkbox"/>	Table until: _____																													
<input type="checkbox"/>	Other: _____																													

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

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.~~

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Michael Fischer, City Planner

DATE: June 10, 2015

SUBJECT: June Traffic & Safety Committee Meeting Minutes

On Wednesday, June 10, 2015 the Traffic & Safety Committee met to discuss one item of business. Traffic & Safety Committee members present: Community Member Bill Borchardt and Police Chief Chris Boyer.

The following is a summary of the meeting:

1. Request to consider permit parking within the Eagle Ridge Subdivision.

Regarding the recent installation of restricted on-street parking signs within the Eagle Ridge Subdivision related to youth soccer events held at the Good Shepherd Lutheran Church, staff indicated that certain area residents expressed concerns for restricted on-street parking in their neighborhood. As a result, staff proposed the issuance of four (4) permits per household to allow unrestricted on-street parking for residents affected by the sign installations. The permits would be displayed within the residents' vehicles to allow unrestricted on-street parking.

Recommendation

1. Issuance of four (4) parking permits per household for the following addresses:

1780 Eagle Ridge Lane	2182 Eagle Ridge Drive
1777 Eagle Ridge Lane	2180 Eagle Ridge Drive
1774 Eagle Ridge Lane	2179 Eagle Ridge Drive
1768 Eagle Ridge Lane	2176 Eagle Ridge Drive
1762 Eagle Ridge Lane	2177 Eagle Ridge Drive
2111 Eagle Ridge Drive	2174 Eagle Ridge Drive
2185 Eagle Ridge Drive	2173 Eagle Ridge Drive
2183 Eagle Ridge Drive	

2. Install "Permit Parking Only During Restrictive Hours" onto the existing no parking signs.

MEMORANDUM

TO: Traffic & Safety Committee

FROM: Mike Fischer, City Planner

DATE: June 4, 2015

SUBJECT: June Traffic & Safety Committee Meeting

A Traffic & Safety Committee meeting has been scheduled for Wednesday, June 10, 2015 at 9:00 a.m. in the Municipal Building Conference Room to consider one item of business.

AGENDA

1. Consider permit parking within the Eagle Ridge Subdivision.

1. Due to ongoing concerns from residents of the Eagle Ridge subdivision regarding the amount of on-street parking occurring as a result of youth soccer events at the Good Shepherd Lutheran Church, permanent signs were recently installed restricting on-street parking on Eagle Ridge Lane and a portion of Eagle Ridge Drive on Friday's and Sunday's from 5:00 p.m. to 8:00 p.m. from May 1 to November 1. The location of the signs are shown on the attached map. After the signs were installed, the City received concerns from a few area residents regarding the ability to park on the street within their neighborhood during the restrictive periods.

In response to the concerns, staff is proposing to implement permit parking for the residents affected by the signs. Specifically, it is proposed that each household receive four (4) permits which would allow on-street parking during the restrictive periods. Permits would need to be displayed on the dash of each vehicle parked on the street.

RECOMMENDATION

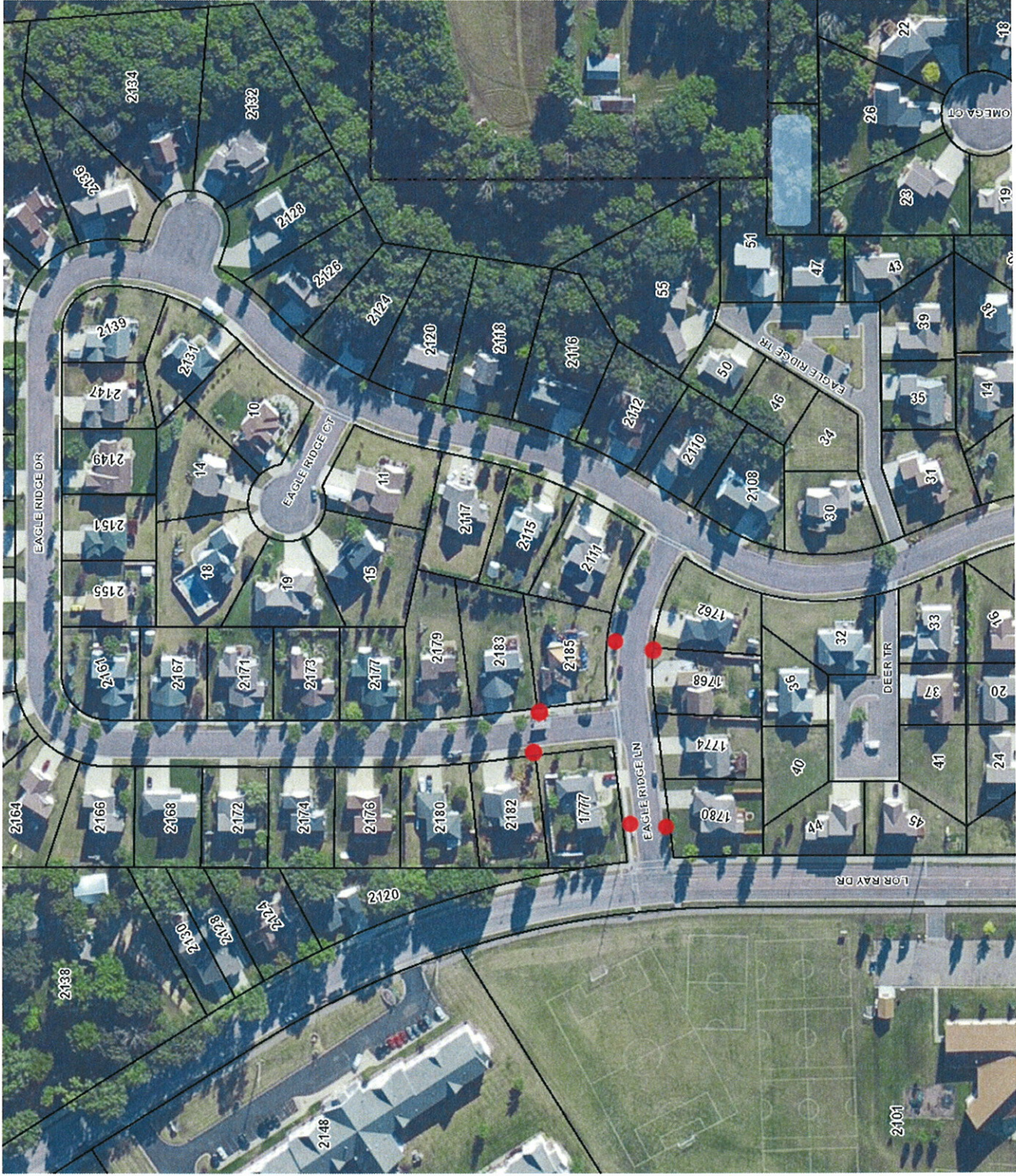
Staff recommends approval of permit parking for Eagle Ridge residents affected by the on-street parking restrictions.



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



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



0 176 Feet

Audio Permit

CITY OF NORTH MANKATO PARK PERMIT

This permit does reserve space in a City Park.

PERMIT #: _____ -2015 ~~SHELTER~~ FEE: _____

TYPE OF EVENT: Outdoor music DATE VALID: 7/4/15 HOURS: 7:30-9:30

ORGANIZATION: The Mankato Bar & Grill SIZE: _____

APPLICANT NAME: Jacob Downs

ADDRESS: 253 Belgrade Av. CITY: N. Mankato

ZIP: 56003 DAYTIME PHONE #: 507-388-8999

TENTS: NO ELECTRICITY: NO ALCOHOL: NO

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

AUDIO DEVICES: Band

Amplified music or band requires Council approval

I want to have The Frye (Joe Tougas & Ann Fee) play an acoustic

OTHER: Set on our patio before the fire works on July 4th.

This will not be a parking lot party, just patio music.

PERMIT APPROVED: _____ DATE: 6-5-15

PERMIT DENIED: _____

REFER TO COUNCIL: ✓

City Clerk

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

PROHIBITED

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

ALLOWED

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

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

SIGNED: Jacob Downs 6/4/15
Applicant Date

For Office Use Only

Receipt # _____ Book _____ Park _____ Police _____



CITY OF NORTH MANKATO
APPLICATION FOR PARADE PERMIT

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

Applicant Information

Name:	<u>MANKATO FAMILY YMCA, Cheryl Hammond / Andy Schmalzriedt</u>		
Address:	<u>1401 S. Riverfront DR.</u>		
City:	<u>Mankato</u>	State:	<u>MN</u> Zip: <u>56001</u>
Telephone:	<u>507-387-8255</u>		
Sponsoring Organization:	<u>MANKATO FAMILY YMCA</u>		
Address:	<u>1401 S. Riverfront Dr.</u>		
City:	<u>Mankato</u>	State:	<u>MN</u> Zip: <u>56001</u>
Telephone:	<u>507-387-8255</u>		
Occasion for Parade:	<u>5K RUN</u>		
Date of Parade:	<u>11-14-15</u>	Estimated Length of Parade:	<u>5K Route @ Hinkler Park + Spring Lake Park</u>
Estimated Starting Time:	<u>9AM</u>	Estimated Finish Time:	<u>10:30AM</u>
Estimated Number of Participants:	<u>500</u>		
General Composition of Parade:	<u>Start @ Spring Lake Park, follow jogging path to Hinkler PARK area + back, circling around w. Lind St.</u>		

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

[Signature]
Applicant

5-3-15
Date

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

[Signature] #701
Chief of Police

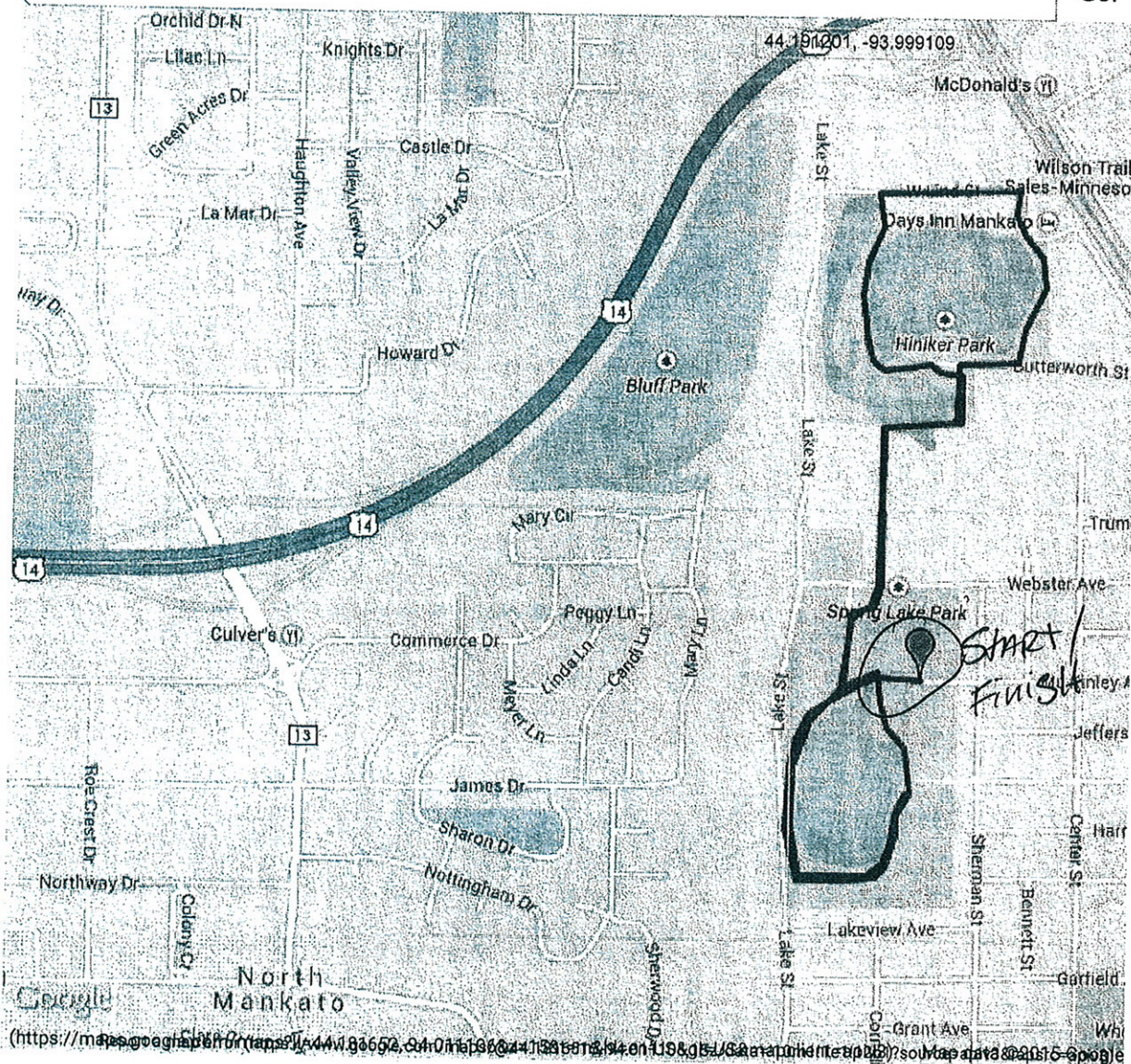
05-28-15
Date

COMMENTS/ADDITIONAL STIPULATIONS:

AdChoices [▶ Map a Route](#) [▶ Walking](#) [▶ Running Map](#) [▶ Distance](#)

Spring Lake Park Mankato

Go!



AdChoices ▶ [▶ Running 5K](#) [▶ Run Walk 5K](#) [▶ Radius Map](#) [▶ On Running](#)

Thank you for visiting geodistance.com.

City of North Mankato
Delinquent Invoice
Certification to Assessment Roll for One Year at 7%

Exhibit A

CC Date
Collection Year

6/15/2015
2016

Location	Description	Owner	PID	Legal Description	Amount
439 South Avenue	Sidewalk snow removal	Champon, Pierre Robert	18.803.0350	Subd of Blk 7	75.00
205 Queens Avenue	Mowing	Falcon, Gloria L	18.765.0070	Rev Pft Sunrise AC#5	75.00
834 South Avenue	Mowing	Seppmann, Gretchen E & Corey & Jody Seppmann	18.767.0050	Henry Robel's Add	75.00
10 Arlington Court	Mowing	Nelson, Eli	18.725.0010	Presidential Estates 4	75.00
					300.00

RESOLUTION NO.

RESOLUTION DECLARING COSTS TO BE ASSESSED
FOR MUNICIPAL CHARGES

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

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

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, that the following costs shall be specifically assessed against such property in the amount specified:

Type: 18203
Parcel No.: 18.803.0350
Legal: Lot 10, Subd of Blk 7
Address: 439 South Avenue

Owners: Pierre Robert Champon
439 South Avenue
North Mankato, MN 56003

Sidewalk snow removal-\$75.00

Adopted by the City Council this 15th day of June 2015.

Mayor

ATTEST:

City Clerk



CITY OF NORTH MANKATO

May 13, 2015

Emily Champon
439 South Avenue
North Mankato, MN 56003

Re: Delinquent Bill

Dear Property Owner:

Enclosed is the final notice of invoice #5830 dated January 26 2015, in the amount of \$75.00 for sidewalk snow removal for the property at 439 South Ave.

This letter is to notify you that these charges are past due. If payment is not received by 5:00 pm on May 28, 2015 (ten (10) business days from the date of this letter) the North Mankato City Council will take action to have these charges certified to the Nicollet County Auditor for collection with the property taxes on this parcel.

It is our hope that this action will not be necessary. Please make remittance to the City of North Mankato. If you have any questions concerning this matter, please feel free to contact me.

Sincerely,

THE CITY OF NORTH MANKATO

A handwritten signature in black ink, appearing to read 'Clara Thorne'.

Clara Thorne
Finance Director

Enclosure



1001 Belgrade Avenue, P.O. Box 2055 • North Mankato, MN 56002-2055 • Telephone 507-625-4141

An Equal Opportunity - Affirmative Action Employer



20% Post-Consumer Waste



CITY OF NORTH MANKATO
P.O. Box 2055
North Mankato, MN 56002-2055
507-625-4141

Invoice

Date	Invoice #
1/26/2015	5830

Bill To

Emily Champon
439 South Ave
North Mankato, MN 56003

		Terms	Project
Quantity	Description	Rate	Amount
	Sidewalk snow removal by city 1-22-15	75.00	75.00
	Second notice 3/13/15. Please pay immediately.		
	Third & final notice. 5/13/15.		
		Total	\$75.00
	Payments/Credits		\$0.00
Prompt payment is appreciated.		Balance Due	\$75.00

RESOLUTION NO.

RESOLUTION DECLARING COSTS TO BE ASSESSED
FOR MUNICIPAL CHARGES

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

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

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, that the following costs shall be specifically assessed against such property in the amount specified:

Type: 18203
Parcel No.: 18.765.0070
Legal: Lot 7, Rev Plat Sunrise AC#5
Address: 205 Queens Court

Owners: Gloria Falcon
205 Queens Court
North Mankato, MN 56003

Mowing-\$75.00

Adopted by the City Council this 15th day of June 2015.

Mayor

ATTEST:

City Clerk



CITY OF NORTH MANKATO

May 13, 2015

Gloria Falcon
1600 Glendale Ave
Odessa, TX 79763

Re: Delinquent Bill

Dear Property Owner:

Enclosed is the final notice of invoice #5831 dated January 26, 2015, in the amount of \$75 for sidewalk snow removal for the property at 205 Queens Ave.

This letter is to notify you that these charges are past due. If payment is not received by 5:00 pm on May 28, 2015 (ten (10) business days from the date of this letter) the North Mankato City Council will take action to have these charges certified to the Nicollet County Auditor for collection with the property taxes on this parcel.

It is our hope that this action will not be necessary. Please make remittance to the City of North Mankato. If you have any questions concerning this matter, please feel free to contact me.

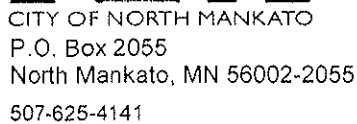
Sincerely,

THE CITY OF NORTH MANKATO

Clara Thorne
Finance Director

Enclosure





Date	Invoice #
1/26/2015	5831

		Terms	Project
Quantity	Description	Rate	Amount
	Fee to mow property at 205 Queens Ave on 6/2/14 Second notice 3/13/15. Please pay immediately. Third and final notice 5/13/15.	75.00	75.00
		Total	\$75.00
Payments/Credits			\$0.00
Prompt payment is appreciated.		Balance Due	\$75.00

RESOLUTION NO.

RESOLUTION DECLARING COSTS TO BE ASSESSED
FOR MUNICIPAL CHARGES

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

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

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, that the following costs shall be specifically assessed against such property in the amount specified:

Type: 18203
Parcel No.: 18.767.0050
Legal: Lot 5, Henry Robel's Addition
Address: 834 South Avenue

Owners: Gretchen Seppman
834 South Avenue
North Mankato, MN 56003

Mowing-\$75.00

Adopted by the City Council this 15th day of June 2015.

Mayor

ATTEST:

City Clerk



CITY OF NORTH MANKATO

May 13, 2015

Gretchen Seppmann
834 South Ave
North Mankato, MN 56003

Re: Delinquent Bill

Dear Property Owner:

Enclosed is the final notice of invoice #5832 dated January 26, 2015, in the amount of \$75 for sidewalk snow removal for the property at 834 South Ave.

This letter is to notify you that these charges are past due. If payment is not received by 5:00 pm on May 28, 2015 (ten (10) business days from the date of this letter) the North Mankato City Council will take action to have these charges certified to the Nicollet County Auditor for collection with the property taxes on this parcel.

It is our hope that this action will not be necessary. Please make remittance to the City of North Mankato. If you have any questions concerning this matter, please feel free to contact me.

Sincerely,

THE CITY OF NORTH MANKATO

Clara Thorne
Finance Director

Enclosure





CITY OF NORTH MANKATO
P.O. Box 2055
North Mankato, MN 56002-2055
507-625-4141

Invoice

Date	Invoice #
1/26/2015	5832

Bill To

Gretchen Seppmann
834 South Avenue
North Mankato, MN 56003

		Terms	Project
Quantity	Description	Rate	Amount
	Fee to mow property at 834 South Ave on 6/26/14	75.00	75.00
	Second notice 3/13/15. Please pay immediately.		
	Third and final notice 5/13/15.		
		Total	\$75.00
	Payments/Credits		\$0.00
Prompt payment is appreciated.		Balance Due	\$75.00



CITY OF NORTH MANKATO

May 13, 2015

Eli nelson
1401 LorRay Dr
North Mankato, MN 56003

Re: Delinquent Bill

Dear Property Owner:

Enclosed is the final notice of invoice #5833 dated January 26, 2015, in the amount of \$75 for sidewalk snow removal for the property at 11 Arlington Ct.

This letter is to notify you that these charges are past due. If payment is not received by 5:00 pm on May 28, 2015 (ten (10) business days from the date of this letter) the North Mankato City Council will take action to have these charges certified to the Nicollet County Auditor for collection with the property taxes on this parcel.

It is our hope that this action will not be necessary. Please make remittance to the City of North Mankato. If you have any questions concerning this matter, please feel free to contact me.

Sincerely,

THE CITY OF NORTH MANKATO

Clara Thorne
Finance Director

Enclosure



RESOLUTION NO.

RESOLUTION DECLARING COSTS TO BE ASSESSED
FOR MUNICIPAL CHARGES

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

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

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, that the following costs shall be specifically assessed against such property in the amount specified:

Type: 18203
Parcel No.: 18.725.0010
Legal: Lot 1, Presidential Estates 4
Address: 10 Arlington Court

Owners: Eli Nelson
1401 LorRay Dr.
North Mankato, MN 56003

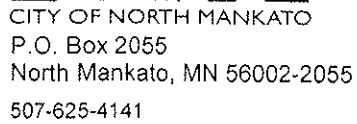
Mowing-\$75.00

Adopted by the City Council this 15th day of June 2015.

Mayor

ATTEST:

City Clerk



Date	Invoice #
1/26/2015	5833

		Terms	Project
Quantity	Description	Rate	Amount
	Fee to mow property at 10 Arlington Ct on 6/26/14.	75.00	75.00
	Second notice 3/13/15. Please pay immediately.		
	Third and final notice 5/13/15.		
	Total		\$75.00
	Payments/Credits		\$0.00
Prompt payment is appreciated.		Balance Due	\$75.00

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #9A	Department: Finance	Council Meeting Date: 6/15/15
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TITLE OF ISSUE: Consider Accepting the 2014 Comprehensive Annual Financial Report (CAFR).

BACKGROUND AND SUPPLEMENTAL INFORMATION: Mr. Kyle Meyers, of Abdo, Eick & Meyers, will present the Comprehensive Annual Financial Report for the fiscal year ended December 31, 2014.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Accept Report and Place it on File.

Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Spears</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Spears	_____	_____	Steiner	_____	_____	Norland	_____	_____	Freyberg	_____	_____	Dehen	<div style="text-align: center; border-bottom: 1px solid black; margin-bottom: 10px;"> SUPPORTING DOCUMENTS ATTACHED </div> <table style="width: 100%;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) <u>2014 CAFR</u> _____ _____ _____	Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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<table style="width: 100%;"> <tr> <td style="text-align: center;"><input type="checkbox"/> Workshop</td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/> Regular Meeting</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/> Special Meeting</td> </tr> </table>	<input type="checkbox"/> Workshop	<input checked="" type="checkbox"/> Regular Meeting	<input type="checkbox"/> Special Meeting	<table style="width: 100%;"> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>Refer to: _____</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>Table until: _____</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>Other: _____</td> </tr> </table>	<input type="checkbox"/>	Refer to: _____	<input type="checkbox"/>	Table until: _____	<input type="checkbox"/>	Other: _____
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<input checked="" type="checkbox"/> Regular Meeting										
<input type="checkbox"/> Special Meeting										
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<input type="checkbox"/>	Table until: _____									
<input type="checkbox"/>	Other: _____									

Management Letter

City of North Mankato

North Mankato, Minnesota

For the Year Ended
December 31, 2014

June 9, 2015

Management, Honorable Mayor and City Council
City of North Mankato, Minnesota

We have audited the financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the City of North Mankato (the City) for the year ended December 31, 2014. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated December 18, 2014. Professional standards require that we provide you with the following information related to our audit.

Our Responsibility under Auditing Standards Generally Accepted in the United States of America and Government Auditing Standards

As stated in our engagement letter, our responsibility, as described by professional standards, is to plan and perform our audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement and are fairly presented in accordance with accounting principles generally accepted in the United States of America. Because an audit is designed to provide reasonable, but not absolute assurance and because we did not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us.

Also, our responsibility is to plan and perform the audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement. We are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures specifically to identify such matters.

Significant Audit Findings

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified. We did identify a certain deficiency in internal control described on the following page as item 2014-001 that we consider to be a significant deficiency.

2014-001 Preparation of financial statements

- Condition:* As in prior years, we were requested to draft the audited financial statements and related footnote disclosures as part of our regular audit services. Recent auditing standards require auditors to communicate this situation to the Council as an internal control deficiency. Ultimately, it is management's responsibility to provide for the preparation of your statements and footnotes, and the responsibility of the auditor to determine the fairness of presentation of those statements. However, based on recent auditing standards, it is our responsibility to inform you that this deficiency could result in a material misstatement to the financial statements that could have been prevented or detected by your management. Essentially, the auditors cannot be part of your internal control process.
- Criteria:* Internal controls should be in place to ensure adequate internal control over safeguarding of assets and the reliability of financial records and reporting.
- Cause:* From a practical standpoint, we prepare the statements and determine the fairness of the presentation at the same time in connection with our audit. This is not unusual for us to do with organizations of your size.
- Effect:* The effectiveness of the internal control system relies on enforcement by management. The effect of deficiencies in internal controls can result in undetected errors. As in prior years, we have instructed management to review a draft of the auditor prepared financials in detail for accuracy; we have answered any questions that management might have, and have encouraged research of any accounting guidance in connection with the adequacy and appropriateness of classification of disclosures in your statements. We are satisfied that the appropriate steps have been taken to provide you with the completed financial statements.
- Recommendation:* Under these circumstances, the most effective controls lie in management's knowledge of the Organization's financial operations. It is the responsibility of management and those charged with governance to make the decision whether to accept the degree of risk associated with this condition because of cost and other considerations. Regarding the specific situations listed above, we would offer the following specific recommendation: 1) Utilize a disclosure checklist to ensure all required disclosures are present and agree to work papers, and 2) Agree your accounting information from your accounting software to the amounts reported in the financial statements.

Management response:

For now, the City's management accepts the degree of risk associated with this condition and thoroughly reviews a draft of the financial statements.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards* or Minnesota statutes.

Planned Scope and Timing of the Audit

We performed the audit according to the planned scope and timing previously communicated to you through various means.

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year ended December 31, 2014. We noted no transactions entered into by the City during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period, except for a restatement related to reporting the Port Authority, formerly a discretely presented component unit, as a blended component unit.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. Significant estimates affecting the financial statements include the capital asset basis, the depreciation on capital assets, allowance for doubtful accounts as well as the liability for the City's Other Post Employment Benefits (OPEB).

- Capital asset basis is based on estimated historical cost of the capital assets.
- Depreciation is based on the estimated useful lives of capital assets.
- Management's estimate of the allowance is based on past uncollectible accounts.
- OPEB liability is based on several factors including, but not limited to, anticipated retirement age for active employees, life expectancy, turnover, and healthcare cost trend rate.

The disclosures in the financial statements are neutral, consistent, and clear. Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole. We also assisted in preparing a number of year end accounting entries. These were necessary to adjust the City's records at year end to correct ending balances. The City should establish more detailed processes and procedures to reduce the total number of entries in each category. The City will receive better and timelier information if the preparation of year-end entries is completed internally.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated June 9, 2015.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the City's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the City's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Financial Position and Results of Operations

Our principal observations and recommendations are summarized below. These recommendations resulted from our observations made in connection with our audit of the City's financial statements for the year ended December 31, 2014.

General Fund

All general governmental functions of the City which are not accounted for in separate funds are included in the General fund.

Minnesota municipalities must maintain substantial amounts of fund balance in order to meet their liquidity and working capital needs as an operating entity. That is because a substantial portion of your revenue sources (taxes and intergovernmental revenues) are received in the last two months of each six-month cycle.

As you can see from the following information, it is necessary to maintain fund balance in order to keep pace with the increasing operating budget. *This information is also presented in graphic form below.*

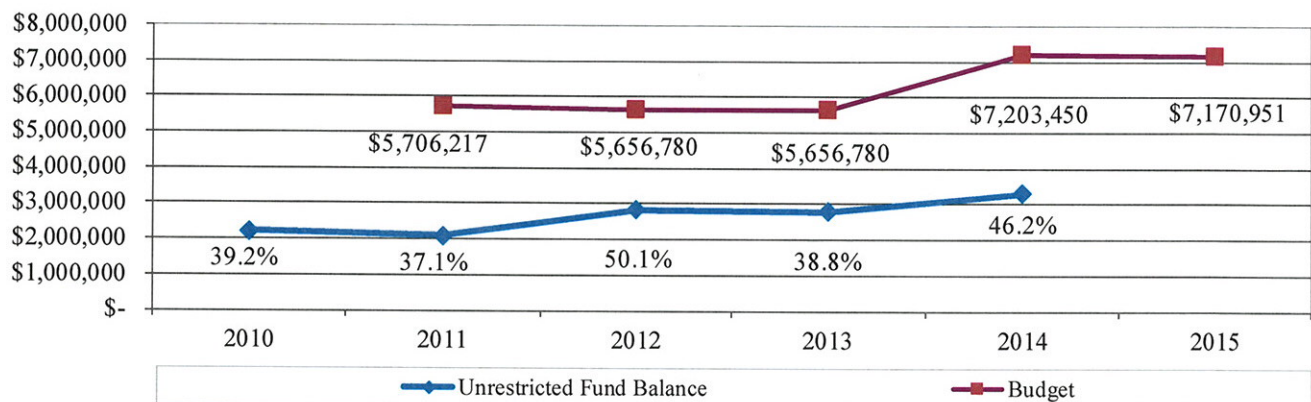
Year	Unassigned Fund Balance December 31	Budget Year	General Fund Budget	Percent of Fund Balance to Budget
2010	\$ 2,238,480	2011	\$ 5,706,217	39.2 %
2011	2,096,451	2012	5,656,780	37.1
2012	2,836,811	2013	5,656,780	50.1
2013	2,794,394	2014	7,203,450 *	38.8
2014	3,315,595	2015	7,170,951	46.2

* Starting in 2014, certain special revenue funds were closed and budgeted into the General fund causing the percent of fund balance to budget for 2013 to decrease.

We compiled a peer group average derived from information we requested from the Office of the State Auditor for Cities of the 3rd class which have populations of 10,000-20,000. In 2012 and 2013, the average General fund balance as a percentage of expenditures was 76 percent and 76 percent, respectively. The City's total General fund balance is 46.1 percent of expenditures. Based on comparison to the peer groups, the City's total General fund balance is below that average.

The following is an analysis of the General fund's unrestricted fund balance for the past five years compared to the following year's budget:

Unrestricted Fund Balance/Budget Comparison



The General fund balance increased by \$434,400 in 2014. The total unrestricted fund balance of \$3,315,595 represents 46.2 percent of the 2015 budget. Many other organizations, including the Office of the State Auditor (the OSA) and League of Minnesota Cities (LMC) recommend that unassigned fund balance be anywhere from 35 to 50 percent of planned expenditures. We concur with those recommendations.

Although there is no legislation regulating fund balance, it is a good policy to assign intended use of fund balance. This helps address citizen concerns as to the use of fund balance and tax levels. The City should consider documenting assignments for intended use of fund balance at and above the fifty percent level. This documentation could be accomplished by an annual resolution to identify intended use of available fund balance. We recommend a minimum unassigned fund balance be approximately 40 percent to 50 percent of planned disbursements. So at the current level, the fund balance is considered about what is recommended.

The purposes and benefits of a fund balance are as follows:

- Expenditures are incurred somewhat evenly throughout the year. However, property tax and state aid revenues are not received until the second half of the year. An adequate fund balance will provide the cash flow required to finance the governmental fund expenditures.
- The City is vulnerable to legislative actions at the State and Federal level. The State continually adjusts the local government aid formulas. We also have seen the State mandate levy limits for cities over 2,500 in population. An adequate fund balance will provide a temporary buffer against those aid adjustments or levy limits.
- Expenditures not anticipated at the time the annual budget was adopted may need immediate Council action. These would include capital outlay, replacement, lawsuits and other items. An adequate fund balance will provide the financing needed for such expenditures.
- A strong fund balance will assist the City in maintaining, improving or obtaining its bond rating. The result will be better interest rates in future bond sales.

The 2014 General fund operations are summarized as follows:

	Final Budgeted Amounts	Actual Amounts	Variance with Final Budget
Revenues	\$ 6,921,021	\$ 6,990,430	\$ 69,409
Expenditures	6,993,450	7,191,926	(198,476)
Excess (deficiency) of revenues over (under) expenditures	(72,429)	(201,496)	(129,067)
Other financing sources (uses)			
Sale of assets	-	2,380	2,380
Transfers in	389,700	868,516	478,816
Transfers out	(210,000)	(235,000)	(25,000)
Total other financing sources (uses)	179,700	635,896	456,196
Net change in fund balances	\$ 107,271	434,400	\$ 327,129
Fund balances, January 1		2,881,304	
Fund balances, December 31		\$ 3,315,704	

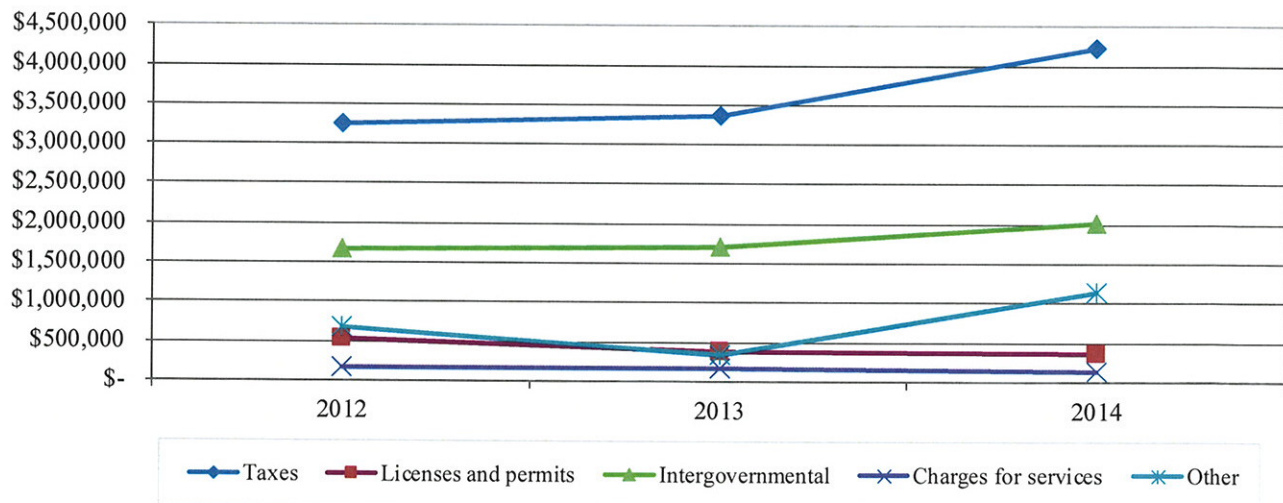
Some of the larger variance items are as follows:

- Intergovernmental revenue was over budget by \$130,248
- Charges for services were under budget by \$116,860
- Miscellaneous revenue was over budget by \$70,842
- General government expenditures were under budget by \$149,448
- Miscellaneous expenditures were over budget by \$116,945
- Capital outlay was over budget by \$318,745
- Transfers in were over budget by \$478,816

A comparison of General fund revenues and transfers for the last three years is presented below:

Source	2012	2013	2014	Percent of Total	Per Capita
Taxes	\$ 3,244,213	\$ 3,371,326	\$ 4,220,158	53.6 %	\$ 312
Special assessments	49,776	13,755	13,949	0.2	1
Licenses and permits	526,752	388,769	357,809	4.6	26
Intergovernmental	1,670,304	1,703,588	2,011,965	25.6	149
Charges for services	164,327	166,102	134,075	1.7	10
Fines and forfeits	27,172	21,599	20,068	0.3	1
Investment earnings	1,367	1,367	2,504	-	-
Miscellaneous	137,217	99,966	229,902	2.9	17
Transfers in	461,177	200,026	868,516	11.1	64
Total revenues and transfers	<u>\$ 6,282,305</u>	<u>\$ 5,966,498</u>	<u>\$ 7,858,946</u>	<u>100.0 %</u>	<u>\$ 580</u>

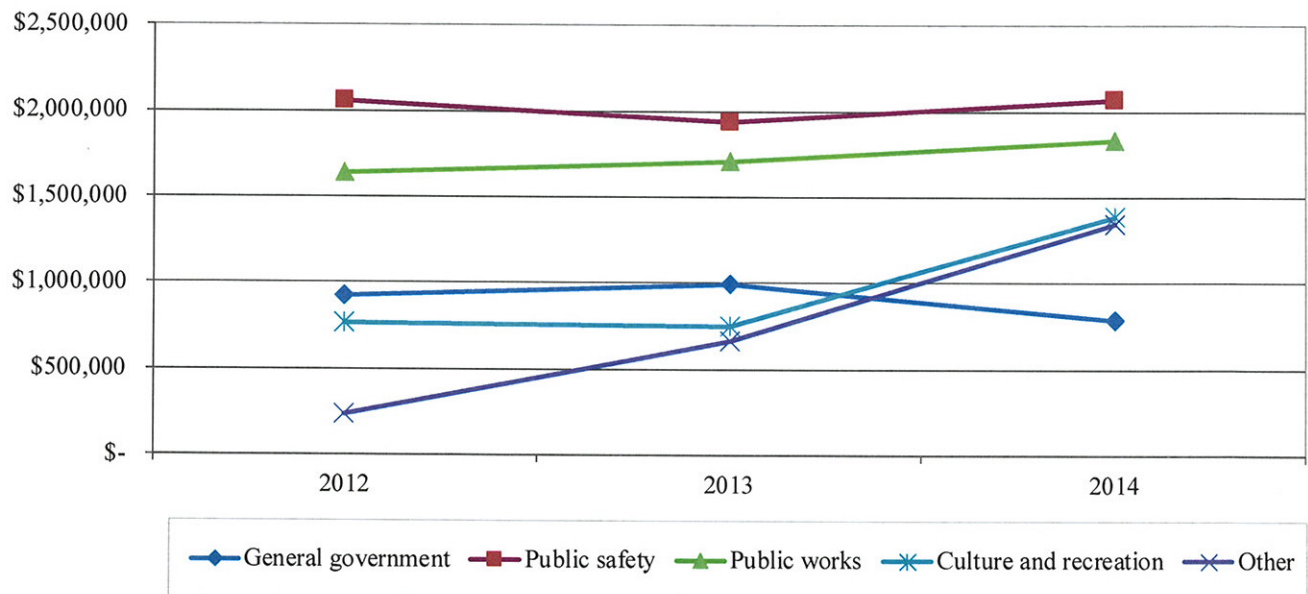
General Fund Revenues by Source



A comparison of General fund expenditures and transfers for the last three years is presented below:

Program	2012	2013	2014	Percent of Total	Per Capita	Peer Group Per Capita
Current						
General government	\$ 927,260	\$ 992,041	\$ 785,958	10.6 %	\$ 58	\$ 113
Public safety	2,060,175	1,936,966	2,071,637	27.9	153	221
Public works	1,643,266	1,707,461	1,831,894	24.7	135	108
Culture and recreation	771,837	748,216	1,389,252	18.7	103	63
Housing and economic	-	267,499	454,742	6.1	34	-
Miscellaneous	76,676	81,906	250,780	3.4	19	12
Total current	5,479,214	5,734,089	6,784,263	91.4	502	517
Capital outlay	40,303	271,617	389,745	5.2	29	16
Debt service	-	17,918	17,918	0.2	1	-
Transfers out	117,388	21,643	235,000	3.2	17	-
Total expenditures and transfers	\$ 5,636,905	\$ 6,045,267	\$ 7,426,926	100.0 %	\$ 549	\$ 533

General Fund Expenditures by Program



Special Revenue Funds

Special revenue funds have revenue from specific sources to be used for specific purpose. Listed below are the special revenue funds of the City along with the fund balances for 2014 and 2013 and the net change:

Fund	December 31,		Increase (Decrease)
	2014	2013	
Nonmajor			
Library	\$ - *	\$ 70,887	\$ (70,887)
Bookmobile	- *	72,185	(72,185)
Library Endowment	51,049	51,049	-
Community Development Block Grant	-	(3,178)	3,178
Community Development	- *	320,948	(320,948)
Local Option Sales Tax	91,378	218,434	(127,056)
Park Development	15,680	14,180	1,500
Parkland	- *	89,828	(89,828)
Flood Control	-	46,650	(46,650)
Contingency	- *	49,061	(49,061)
Port Authority	192,648	198,985	(6,337)
Federal Revolving Loan	1,588,259	1,552,302	35,957
Local Revolving Loan	239,895	232,692	7,203
State Revolving Loan	993	993	-
Joint Economic Development	59,030	235,863	(176,833)
Marigold TIF #8	(402,351)	(609,138)	206,787
Webster Redevelopment TIF #14	20,719	-	20,719
Creative Companies TIF #16	35,704	35,704	-
Webster Avenue TIF #2	909	-	909
422 Belgrade TIF #19	22,114	22,264	(150)
Total	<u>\$ 1,916,027</u>	<u>\$ 2,599,709</u>	<u>\$ (683,682)</u>

* During 2014, these funds were closed into the General fund.

Debt Service Funds

Debt Service funds are a type of governmental fund to account for the accumulation of resources for the payment of interest and principal on debt (other than enterprise fund debt).

Debt Service funds may have one or a combination of the following revenue sources pledged to retire debt as follows:

- Property taxes - Primarily for general City benefit projects such as parks and municipal buildings. Property taxes may also be used to fund special assessment bonds which are not fully assessed.
- Tax increments - Pledged exclusively for tax increment/economic development districts.
- Capitalized interest portion of bond proceeds - After the sale of bonds, the project may not produce revenue (tax increments or special assessments) for a period of one to two years. Bonds are issued with this timing difference considered in the form of capitalized interest.
- Special assessments - Charges to benefited properties for various improvements.

In addition to the above pledged assets, other funding sources may be received by Debt Service funds as follows:

- Residual project proceeds from the related capital projects fund
- Investment earnings
- State or Federal grants
- Transfers from other funds

The following is a summary of Debt Service fund assets and outstanding debt as of December 31, 2014:

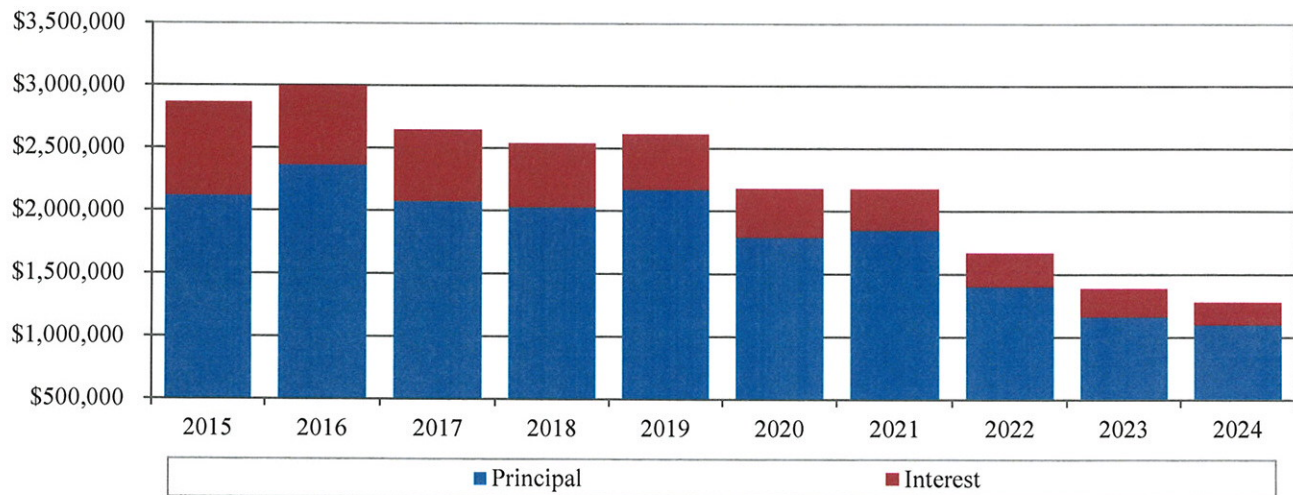
Debt Description	Total Cash and Temporary Investments	Total Assets	Outstanding Debt	Maturity Date
General Obligation Bonds				
G.O. Equipment Certificates - 2006D	\$ -	\$ -	\$ 480,000	02/01/15 (1)
Bond Reserve	266,218	963,777	-	N/A
G.O. Capital Improvements - 2008C	-	-	1,025,000	02/01/19
General Obligations - 2011A	8	8	3,215,000	02/01/34
G.O. Capital Improvements - 2012A	-	-	430,000	02/01/20
General Obligations - 2014A	31,231	53,458	2,845,000	12/01/29
Total G.O. Bonds	297,457	1,017,243	7,995,000	
Tax Increment Bonds				
Taxable G.O. Tax Increment Bonds of 2010D	90,791	90,791	810,000	02/01/37
Taxable G.O. Tax Increment Revenue Bonds of 2011B	31,883	31,883	445,000	02/01/35
Total Tax Increment Bonds	122,674	122,674	1,255,000	
G.O. Special Assessment Bonds				
2001B G.O. Improvement Bonds	-	-	-	Matured
2004 G.O. Improvement Bonds	412,126	415,132	-	Matured
2005A G.O. Improvement Bonds	-	-	255,000	02/01/20 (2)
2005D G.O. Improvement Bonds	14,234	934,522	-	Matured
2006C G.O. Improvement Bonds	-	-	585,000	02/01/18 (3)
2007A G.O. Improvement Bonds	165,779	1,024,793	485,000	02/01/18
2008A G.O. Improvement Bonds	-	66,230	880,000	02/01/19
2009D G.O. Improvement Bonds	61,865	2,597,007	2,440,000	04/01/25
2010A G.O. Improvement Bonds	203,704	1,122,499	2,130,000	12/01/27
2010C G.O. Refunding Bonds	-	1,784,795	2,835,000	02/01/22
2012A G.O. Crossover Refunding Bonds	-	-	305,000	02/01/16
Total G.O. Special Assessment Bonds	857,708	7,944,978	9,915,000	
G.O. Revenue Bonds				
G.O. Port Authority Taxable Refunding Bonds of 2009A	-	-	810,000	02/01/19
2009C G.O. Sales Tax Revenue Bonds	-	-	1,875,000	12/01/24
2010B G.O. Sales Tax Revenue Bonds	-	-	600,000	12/01/25
Total G.O. Revenue Bonds	-	-	3,285,000	
Total All Debt Service Funds	\$ 1,277,839	\$ 9,084,895	\$ 22,450,000	
Future Interest on Debt			\$ 4,921,415	

(1) (2) (3) These three issues are reported in a single Debt Service fund

The City's outstanding debt is required to be funded by various resources such as special assessments, tax increments, property taxes, transfers from enterprise funds, etc. Special assessments and tax increments are usually certified once to the County for collection, but tax levies need to be certified annually. We recommend management pay particular attention to annual tax levies and transfers listed in each bond issue book to ensure proper funding of debt service. We recommend the City continue to monitor these deficits and future funding of debt service payments.

Any funds whose debt has matured can be closed to other funds. At December 31, 2014, the City has the 2001B, 2004 and 2005D Improvement Bonds funds that can be closed.

The annual debt service requirements for the next 10 years for the debt detailed above are as follows:



Capital Projects Funds

Capital projects funds are used to account for the acquisition and construction of major capital facilities other than those financed by proprietary funds. The table below compares 2014 fund balances with 2013:

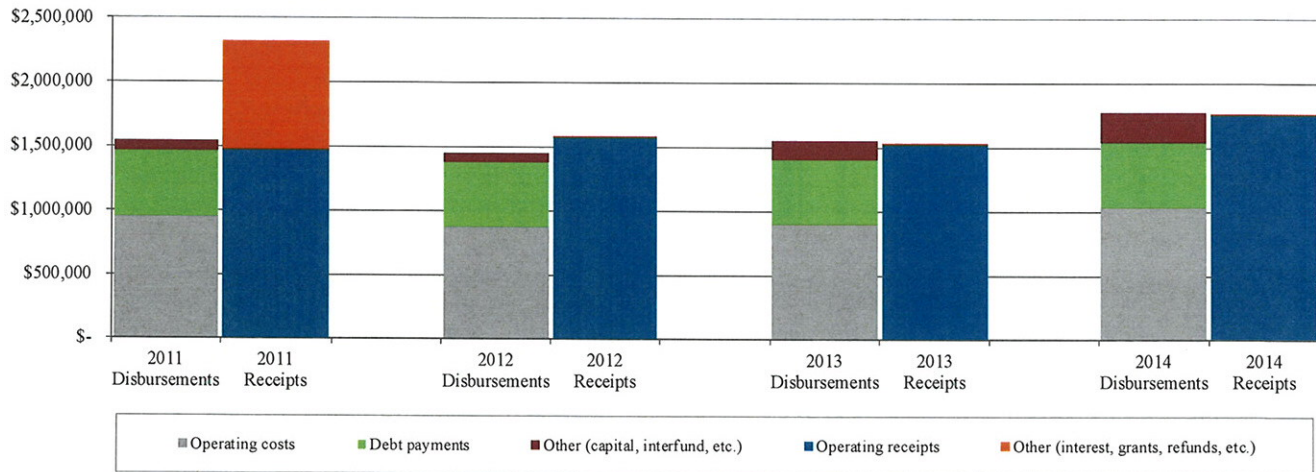
Fund	Fund Balances December 31,		Increase (Decrease)
	2014	2013	
Major			
2014 Construction	\$ 930,556	\$ -	\$ 930,556
Nonmajor			
Capital Facilities and Equipment Replacement - General	241,889	26,568	215,321
2011 Construction	(1,995)	(7,755)	5,760
2013 Construction	-	(15,474)	15,474
2015 Construction	(29,681)	-	(29,681)
Port Authority Construction	-	17,030	(17,030)
Total	<u>\$ 1,140,769</u>	<u>\$ 20,369</u>	<u>\$ 1,120,400</u>

The City should analyze project's status each year and close those that are completed.

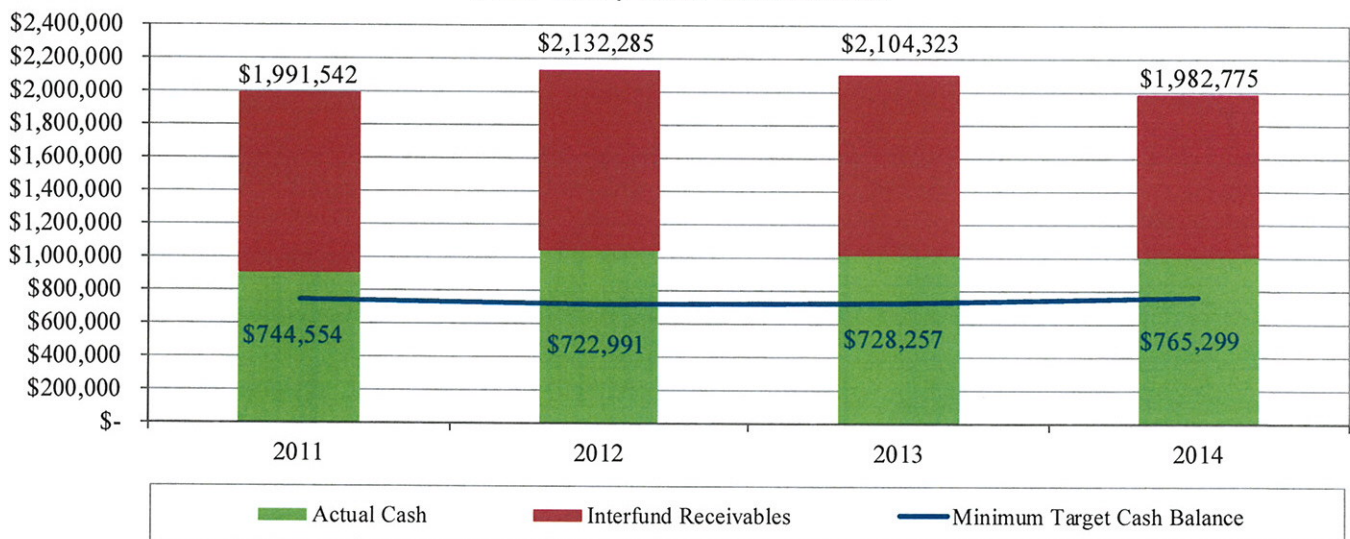
Enterprise Funds

Enterprise funds are used to account for operations that are financed and operated in a manner similar to private business enterprises where the intent is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. A comparison of enterprise fund cash flows and cash balances for the past four years is as follows:

Water Utility Fund Cash Flows



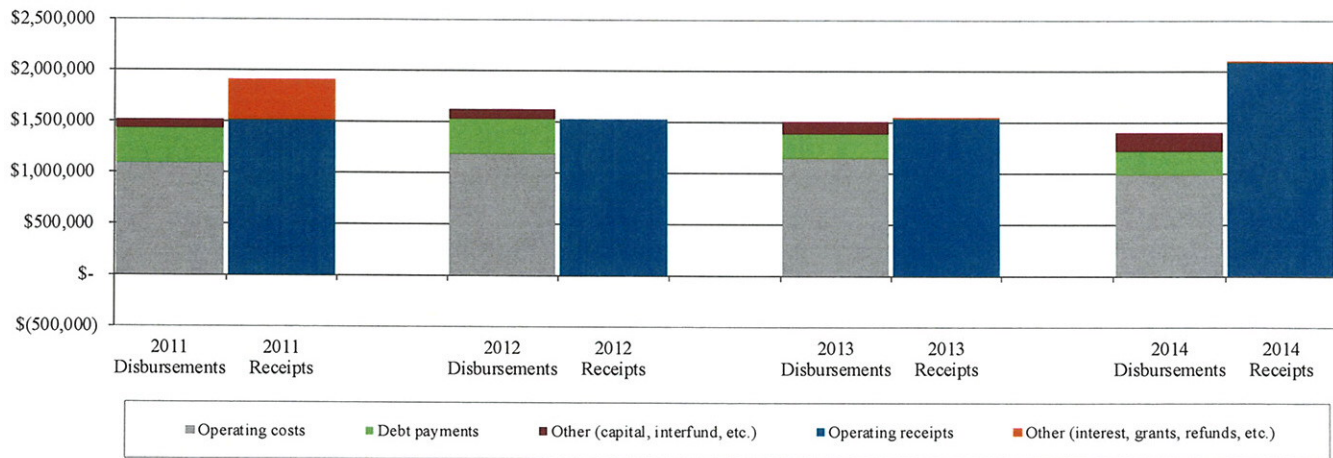
Water Utility Fund Cash Balance



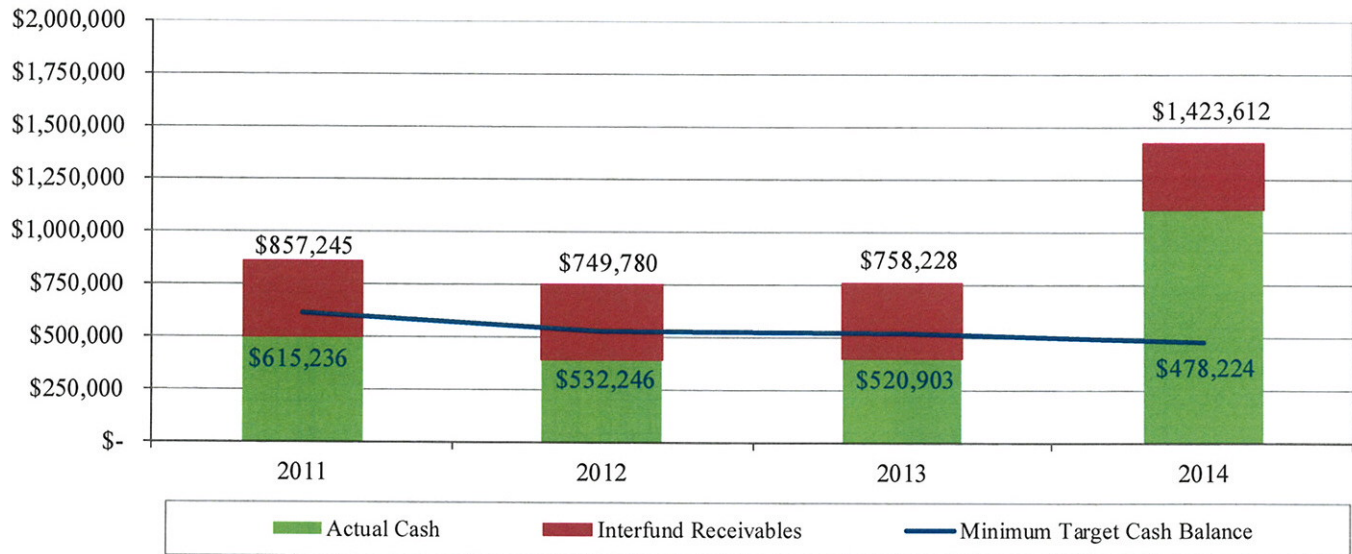
The minimum target cash balance is based off 25 percent of operating costs plus the next year's debt payments for the fund.

	2011	2012	2013	2014
Bonds payable	<u>\$ 5,671,916</u>	<u>\$ 4,471,083</u>	<u>\$ 4,118,250</u>	<u>\$ 3,758,750</u>

Sewer Utility Fund Cash Flows



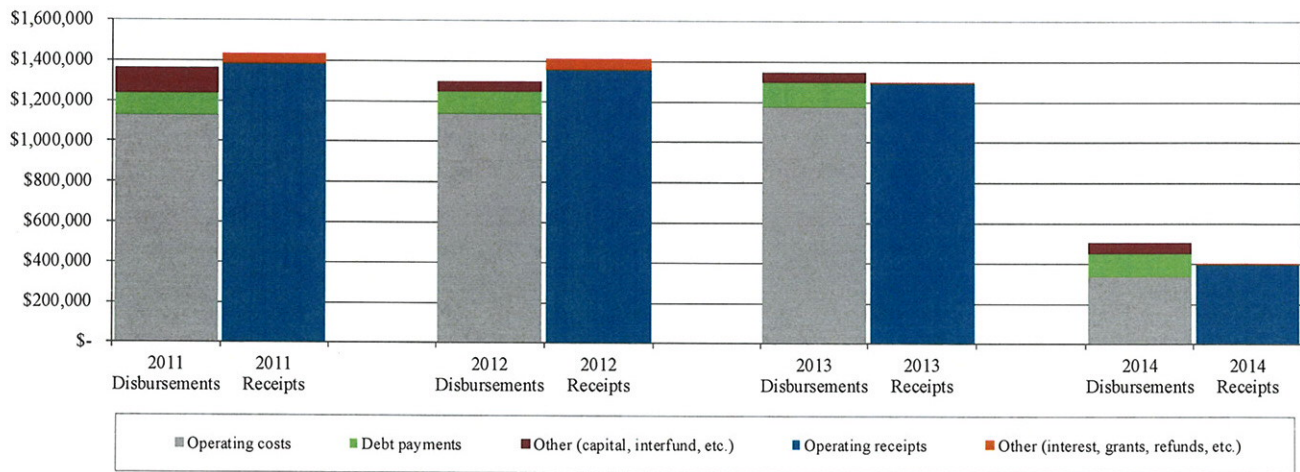
Sewer Utility Fund Cash Balance



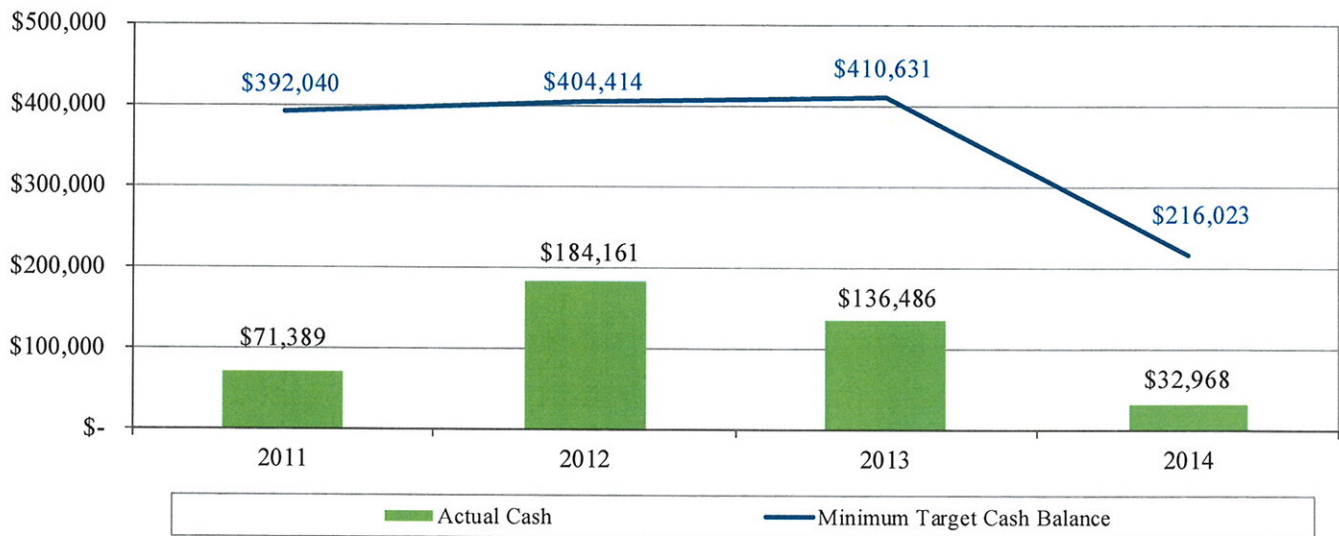
The minimum target cash balance is based off of 25 percent of operating costs plus the next year's debt payments for the fund.

	2011	2012	2013	2014
Bonds payable	<u>\$ 1,926,940</u>	<u>\$ 1,622,018</u>	<u>\$ 1,446,926</u>	<u>\$ 1,268,847</u>

Sanitary Collection Fund Cash Flows



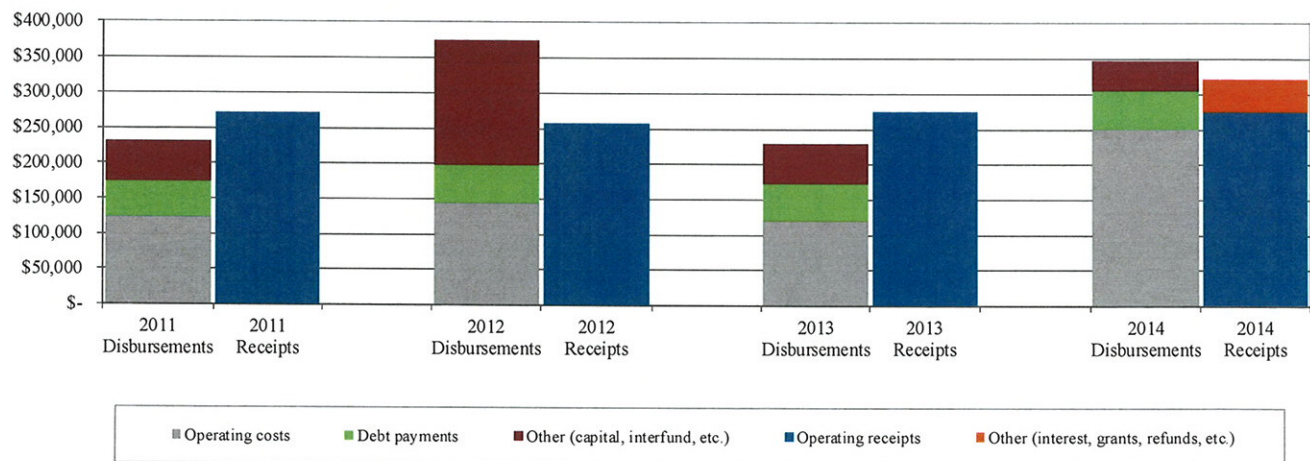
Sanitary Collection Fund Cash Balance



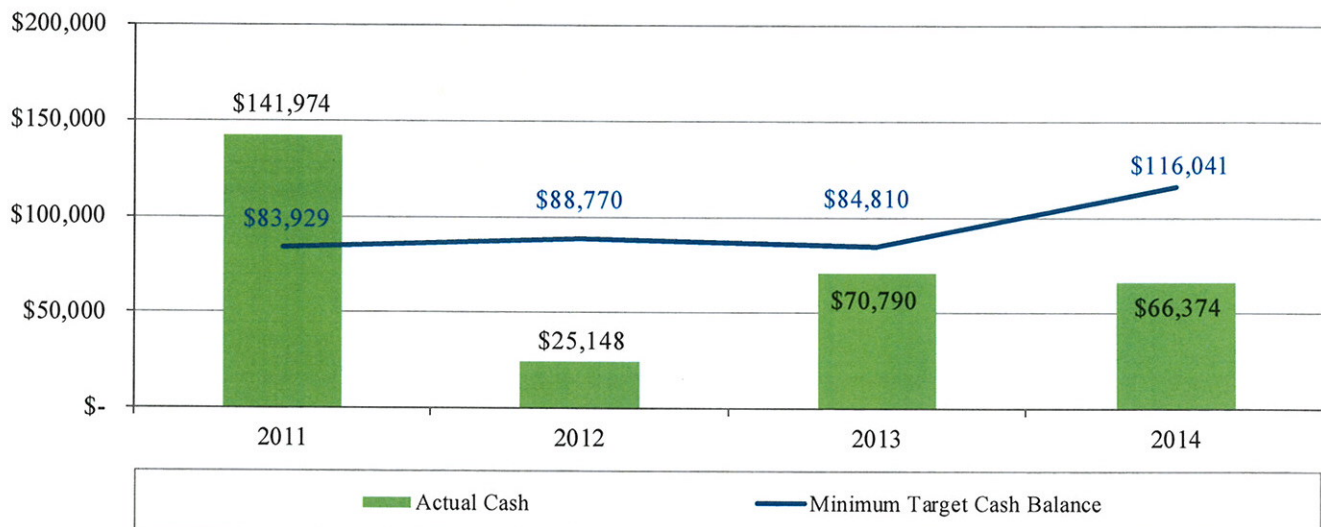
The minimum target cash balance is based off of 25 percent of operating costs plus the next year's debt payments for the fund.

	2011	2012	2013	2014
Bonds payable	<u>\$ 1,120,000</u>	<u>\$ 1,995,000</u>	<u>\$ 1,930,000</u>	<u>\$ 1,865,000</u>

Storm Water Fund Cash Flows



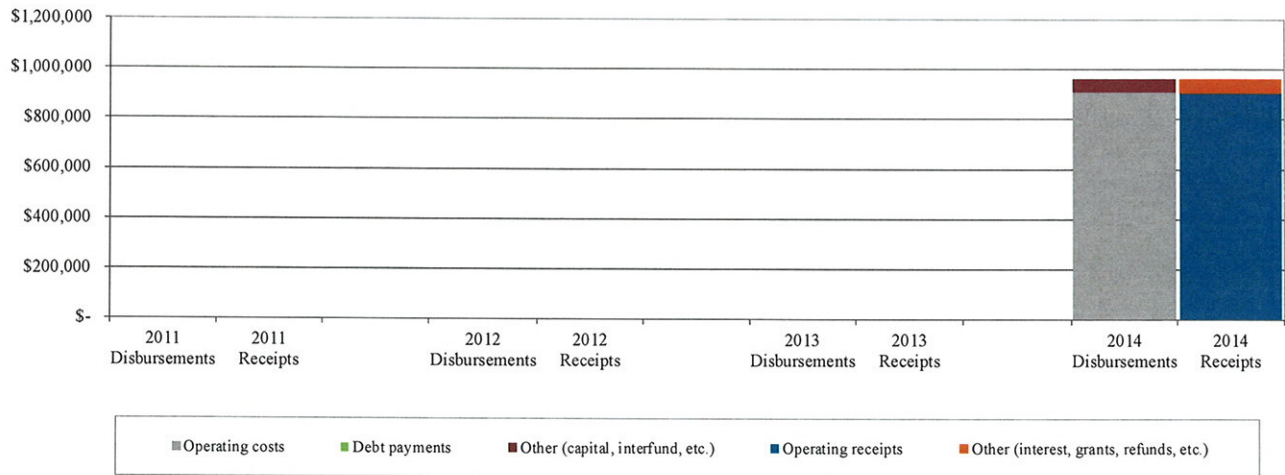
Storm Water Fund Cash Balance



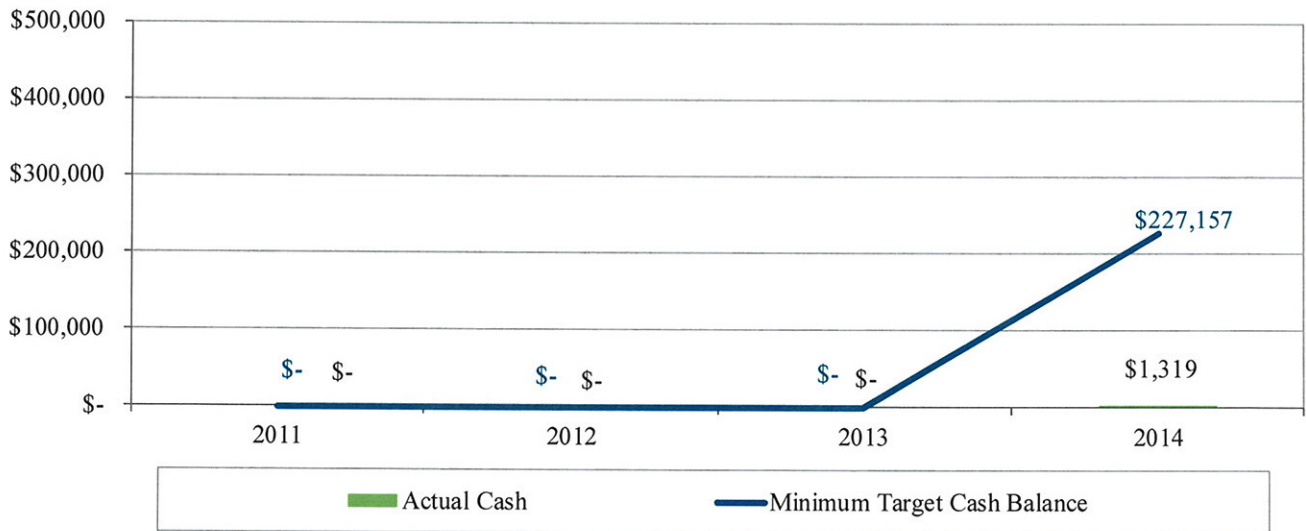
The minimum target cash balance is based off of 25 percent of operating costs plus the next year's debt payments for the fund.

	2011	2012	2013	2014
Bonds payable	<u>\$ 527,334</u>	<u>\$ 493,167</u>	<u>\$ 458,250</u>	<u>\$ 420,000</u>

Solid Waste Fund Cash Flows



Solid Waste Fund Cash Balance



The minimum target cash balance is based off of 25 percent of operating costs for the fund.

We recommend the City continue to review rates annually and determine if increases are required to:

- Fund continuing operating expenses.
- Maintain contingency requirements for unexpected repairs.
- Provide for capital replacement requirements.

Ratio Analysis

The following captures a few ratios from the City's financial statements that give some additional information for trend and peer group analysis. The peer group average is derived from information available from the Office of the State Auditor for cities of the 3rd class (10,000 to 20,000). The majority of these ratios facilitate the use of economic resources focus and accrual basis of accounting at the government-wide level. A combination of liquidity (ability to pay its most immediate obligations), solvency (ability to pay its long-term obligations), funding (comparison of financial amounts and economic indicators to measure changes in financial capacity over time) and common-size (comparison of financial data with other cities regardless of size) ratios are shown below.

Ratio	Calculation	Source	Year			
			2011	2011	2012	2013
Debt to assets	Total liabilities/total assets	Government-wide	44% 36%	45% 32%	44% 33%	43% 32%
Debt service coverage	Net cash provided by operations/ enterprise fund debt payments	Enterprise funds	1.0 0.8	1.2 0.9	1.2 1.2	1.4 1.4
Debt per capita	Bonded debt/population	Government-wide	\$ 2,107 \$ 2,503	\$ 2,052 \$ 2,253	\$ 2,557 \$ 2,641	\$ 2,273 \$ 2,634
Taxes per capita	Tax revenues/population	Government-wide	\$ 429 \$ 468	\$ 405 \$ 442	\$ 458 \$ 465	\$ 494 \$ 485
Current expenditures per capita	Governmental fund current expenditures / population	Governmental funds	\$ 482 \$ 632	\$ 529 \$ 636	\$ 524 \$ 601	\$ 605 \$ 633
Capital expenditures per capita	Governmental fund capital expenditures / population	Governmental funds	\$ 286 \$ 284	\$ 287 \$ 257	\$ 401 \$ 295	\$ 181 \$ 267
Capital assets % left to depreciate - Governmental	Net capital assets/ gross capital assets	Government-wide	65% 67%	69% 63%	59% 60%	54% 59%
Capital assets % left to depreciate - Business-type	Net capital assets/ gross capital assets	Government-wide	88% 68%	85% 68%	69% 62%	68% 61%

Represents City of North Mankato

Represents Peer Group Ratio

Debt-to-Assets Leverage Ratio (Solvency Ratio)

The debt-to-assets leverage ratio is a comparison of a city's total liabilities to its total assets or the percentage of total assets that are provided by creditors. It indicates the degree to which the City's assets are financed through borrowings and other long-term obligations (i.e. a ratio of 50 percent would indicate half of the assets are financing with outstanding debt).

Debt Service Coverage Ratio (Solvency Ratio)

The debt coverage ratio is a comparison of cash generated by operations to total debt service payments (principal and interest) of enterprise funds. This ratio indicates if there are sufficient cash flows from operations to meet debt service obligations. Except in cases where other nonoperating revenues (i.e. taxes, assessments, transfers from other funds, etc.) are used to fund debt service payments, an acceptable ratio would be above 1.

Bonded Debt per Capita (Funding Ratio)

This dollar amount is arrived at by dividing the total bonded debt by the population of the city and represents the amount of bonded debt obligation for each citizen of the city at the end of the year. The higher the amount, the more resources are needed in the future to retire these obligations through taxes, assessments or user fees.

Taxes per Capita (Funding Ratio)

This dollar amount is arrived at by dividing the total tax revenues by the population of the city and represents the amount of taxes for each citizen of the city for the year. The higher this amount is, the more reliant the city is on taxes to fund its operations.

Current Expenditures per Capita (Funding Ratio)

This dollar amount is arrived at by dividing the total current governmental expenditures by the population of the City and represents the amount of governmental expenditure for each citizen of the City during the year. Since this is generally based on ongoing expenditures, we would expect consistent annual per capita results.

Capital Expenditures per Capita (Funding Ratio)

This dollar amount is arrived at by dividing the total governmental capital outlay expenditures by the population of the City and represents the amount of capital expenditure for each citizen of the City during the year. Since projects are not always recurring, the per capita amount will fluctuate from year to year.

Capital Assets Percentage (Common-size Ratio)

This percentage represents the percent of governmental or business-type capital assets that are left to be depreciated. The lower this percentage, the older the city's capital assets are and may need major repairs or replacements in the near future. A higher percentage may indicate newer assets being constructed or purchased and may coincide with higher debt ratios or bonded debt per capita.

Future Accounting Standard Changes

The following Governmental Accounting Standards Board (GASB) Statements have been issued and may have an impact on future City financial statements: ⁽¹⁾

GASB Statement No. 68 - *The Accounting and Financial Reporting of Pensions- an Amendment of GASB Statement No. 27*

The primary objective of this Statement is to improve accounting and financial reporting by state and local governments for pensions. It also improves information provided by state and local governmental employers about financial support for pensions that is provided by other entities. This Statement results from a comprehensive review of the effectiveness of existing standards of accounting and financial reporting for pensions with regard to providing decision-useful information, supporting assessments of accountability and interperiod equity, and creating additional transparency.

This Statement replaces the requirements of Statement No. 27, Accounting for Pensions by State and Local Governmental Employers, as well as the requirements of Statement No. 50, Pension Disclosures, as they relate to pensions that are provided through pension plans administered as trusts or equivalent arrangements (hereafter jointly referred to as trusts) that meet certain criteria. The requirements of Statements 27 and 50 remain applicable for pensions that are not covered by the scope of this Statement.

This Statement is effective for fiscal years beginning after June 15, 2014. Earlier application is encouraged.

How the Changes in This Statement Will Improve Financial Reporting

The requirements of this Statement will improve the decision-usefulness of information in employer and governmental nonemployer contributing entity financial reports and will enhance its value for assessing accountability and interperiod equity by requiring recognition of the entire net pension liability and a more comprehensive measure of pension expense. Decision-usefulness and accountability also will be enhanced through new note disclosures and required supplementary information.

GASB Statement No. 71 - *Pension Transition for Contributions Made Subsequent to the Measure Date - an Amendment of GASB Statement No. 68*

Summary

The objective of this Statement is to address an issue regarding application of the transition provisions of Statement No. 68, Accounting and Financial Reporting for Pensions. The issue relates to amounts associated with contributions, if any, made by a state or local government employer or nonemployer contributing entity to a defined benefit pension plan after the measurement date of the government's beginning net pension liability.

Statement No. 68 requires a state or local government employer (or nonemployer contributing entity in a special funding situation) to recognize a net pension liability measured as of a date (the measurement date) no earlier than the end of its prior fiscal year. If a state or local government employer or nonemployer contributing entity makes a contribution to a defined benefit pension plan between the measurement date of the reported net pension liability and the end of the government's reporting period, Statement No. 68 requires that the government recognize its contribution as a deferred outflow of resources. In addition, Statement No. 68 requires recognition of deferred outflows of resources and deferred inflows of resources for changes in the net pension liability of a state or local government employer or nonemployer contributing entity that arise from other types of events. At transition to Statement No. 68, if it is not practical for an employer or nonemployer contributing entity to determine the amounts of all deferred outflows of resources and deferred inflows of resources related to pensions, paragraph 137 of Statement No. 68 required that beginning balances for deferred outflows of resources and deferred inflows of resources not be reported.

Consequently, if it is not practical to determine the amounts of all deferred outflows of resources and deferred inflows of resources related to pensions, contributions made after the measurement date of the beginning net pension liability could not have been reported as deferred outflows of resources at transition. This could have resulted in a significant understatement of an employer or nonemployer contributing entity's beginning net position and expense in the initial period of implementation.

This Statement amends paragraph 137 of Statement No. 68 to require that, at transition, a government recognize a beginning deferred outflow of resources for its pension contributions, if any, made subsequent to the measurement date of the beginning net pension liability. Statement No. 68, as amended, continues to require that beginning balances for other deferred outflows of resources and deferred inflows of resources related to pensions be reported at transition only if it is practical to determine all such amounts.

People
+ Process.
Going
Beyond the
Numbers

Future Accounting Standard Changes - Continued

The provisions of this Statement are required to be applied simultaneously with the provisions of Statement No. 68.

How the Changes in This Statement Will Improve Financial Reporting

The requirements of this Statement will eliminate the source of a potential significant understatement of restated beginning net position and expense in the first year of implementation of Statement No. 68 in the accrual-basis financial statements of employers and nonemployer contributing entities. This benefit will be achieved without the imposition of significant additional costs.

GASB Statement No. 72 - Fair Value Measurement and Application

Summary

This Statement addresses accounting and financial reporting issues related to fair value measurements. The definition of *fair value* is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. This Statement provides guidance for determining a fair value measurement for financial reporting purposes. This Statement also provides guidance for applying fair value to certain investments and disclosures related to all fair value measurements.

Fair Value Measurement

Fair value is described as an exit price. Fair value measurements assume a transaction takes place in a government's principal market, or a government's most advantageous market in the absence of a principal market. The fair value also should be measured assuming that general market participants would act in their economic best interest. Fair value should not be adjusted for transaction costs.

To determine a fair value measurement, a government should consider the unit of account of the asset or liability. The unit of account refers to the level at which an asset or a liability is aggregated or disaggregated for measurement, recognition, or disclosure purposes as provided by the accounting standards. For example, the unit of account for investments held in a brokerage account is each individual security, whereas the unit of account for an investment in a mutual fund is each share in the mutual fund held by a government.

This Statement requires a government to use valuation techniques that are appropriate under the circumstances and for which sufficient data are available to measure fair value. The techniques should be consistent with one or more of the following approaches: the market approach, the cost approach, or the income approach. The market approach uses prices and other relevant information generated by market transactions involving identical or comparable assets, liabilities, or a group of assets and liabilities. The cost approach reflects the amount that would be required to replace the present service capacity of an asset. The income approach converts future amounts (such as cash flows or income and expenses) to a single current (discounted) amount. Valuation techniques should be applied consistently, though a change may be appropriate in certain circumstances. Valuation techniques maximize the use of relevant observable inputs and minimize the use of unobservable inputs.

This Statement establishes a hierarchy of inputs to valuation techniques used to measure fair value. That hierarchy has three levels. Level 1 inputs are quoted prices (unadjusted) in active markets for identical assets or liabilities. Level 2 inputs are inputs—other than quoted prices—included within Level 1 that are observable for the asset or liability, either directly or indirectly. Finally, Level 3 inputs are unobservable inputs, such as management's assumption of the default rate among underlying mortgages of a mortgage-backed security.

A fair value measurement takes into account the highest and best use for a nonfinancial asset. A fair value measurement of a liability assumes that the liability would be transferred to a market participant and not settled with the counterparty. In the absence of a quoted price for the transfer of an identical or similar liability and if another party holds an identical item as an asset, a government should be able to use the fair value of that asset to measure the fair value of the liability.

This Statement requires additional analysis of fair value if the volume or level of activity for an asset or liability has significantly decreased. It also requires identification of transactions that are not orderly. Quoted prices provided by third parties are permitted, as long as a government determines that those quoted prices are developed in accordance with the provisions of this Statement.

Future Accounting Standard Changes - Continued

Fair Value Application

This Statement generally requires investments to be measured at fair value. An *investment* is defined as a security or other asset that (a) a government holds primarily for the purpose of income or profit and (b) has a present service capacity based solely on its ability to generate cash or to be sold to generate cash. Investments not measured at fair value continue to include, for example, money market investments, 2a7-like external investment pools, investments in life insurance contracts, common stock meeting the criteria for applying the equity method, unallocated insurance contracts, and synthetic guaranteed investment contracts. A government is permitted in certain circumstances to establish the fair value of an investment that does not have a readily determinable fair value by using the net asset value per share (or its equivalent) of the investment.

This Statement requires measurement at acquisition value (an entry price) for donated capital assets, donated works of art, historical treasures, and similar assets and capital assets received in a service concession arrangement. These assets were previously required to be measured at fair value.

Fair Value Disclosures

This Statement requires disclosures to be made about fair value measurements, the level of fair value hierarchy, and valuation techniques. Governments should organize these disclosures by type of asset or liability reported at fair value. It also requires additional disclosures regarding investments in certain entities that calculate net asset value per share (or its equivalent).

The requirements of this Statement are effective for financial statements for periods beginning after June 15, 2015. Earlier application is encouraged.

How the Changes in This Statement Will Improve Financial Reporting

The requirements of this Statement will enhance comparability of financial statements among governments by requiring measurement of certain assets and liabilities at fair value using a consistent and more detailed definition of fair value and accepted valuation techniques. This Statement also will enhance fair value application guidance and related disclosures in order to provide information to financial statement users about the impact of fair value measurements on a government's financial position.

¹ Note. From GASB Pronouncements Summaries. Copyright 2014 by the Financial Accounting Foundation, 401 Merritt 7, Norwalk, CT 06856, USA, and is reproduced with permission.

* * * * *

This communication is intended solely for the information and use of management, City Council, others within the City, and the Minnesota Office of the State Auditor and is not intended to be, and should not be, used by anyone other than these specified parties.

The comments and recommendation in this report are purely constructive in nature, and should be read in this context. Our audit would not necessarily disclose all weaknesses in the system because it was based on selected tests of the accounting records and related data.

If you have any questions or wish to discuss any of the items contained in this letter, please feel free to contact us at your convenience. We wish to thank you for the continued opportunity to be of service, and for the courtesy and cooperation extended to us by your staff.

Abdo, Eick & Meyers, LLP

ABDO, EICK & MEYERS, LLP
Mankato, Minnesota
June 9, 2015

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #9B	Department: Planning	Council Meeting Date: 6/15/15																																																					
TITLE OF ISSUE: 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.																																																							
BACKGROUND AND SUPPLEMENTAL INFORMATION: Please review report.																																																							
<i>If additional space is required, attach a separate sheet</i>																																																							
REQUESTED COUNCIL ACTION: Accept Planning Commission Recommendation.																																																							
<div style="border-bottom: 1px solid black; margin-bottom: 5px;">Motion By: _____</div> <div style="border-bottom: 1px solid black; margin-bottom: 5px;">Second By: _____</div> <div style="margin-top: 10px;"> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">Vote Record:</td> <td style="width: 10%; text-align: center;">Aye</td> <td style="width: 10%; text-align: center;">Nay</td> <td></td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Spears</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table> </div>	Vote Record:	Aye	Nay			_____	_____	Spears		_____	_____	Steiner		_____	_____	Norland		_____	_____	Freyberg		_____	_____	Dehen	<div style="text-align: center; border-bottom: 1px solid black; margin-bottom: 10px;"> SUPPORTING DOCUMENTS ATTACHED </div> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;">Resolution</td> <td style="width: 20%;">Ordinance</td> <td style="width: 20%;">Contract</td> <td style="width: 20%;">Minutes</td> <td style="width: 20%;">Map</td> </tr> <tr> <td style="text-align: center;"><div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto;"></div></td> <td style="text-align: center;"><div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto;"></div></td> <td style="text-align: center;"><div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto;"></div></td> <td style="text-align: center;"><div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto;"></div></td> <td style="text-align: center;"><div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto;"></div></td> </tr> <tr> <td colspan="5" style="padding-top: 10px;"> Other (specify) <u>Planning Commission Report</u> </td> </tr> <tr><td colspan="5" style="border-bottom: 1px solid black;"></td></tr> <tr><td colspan="5" style="border-bottom: 1px solid black;"></td></tr> <tr><td colspan="5" style="border-bottom: 1px solid black;"></td></tr> </table>	Resolution	Ordinance	Contract	Minutes	Map	<div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto;"></div>	<div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto;"></div>	<div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto;"></div>	<div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto;"></div>	<div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto;"></div>	Other (specify) <u>Planning Commission Report</u>																			
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V-1-15

32 DEER TRAIL

A REQUEST FROM KERRY & JENNIFER WALLS

THE CITY OF NORTH MANKATO

SUBJECT: V-1-15

APPLICANT: Kerry & Jennifer Walls

LOCATION: 32 Deer Trail

EXISTING ZONING: R-1, One Family Dwelling

DATE OF HEARING: June 11, 2015

DATE OF REPORT: June 2, 2015

REPORTED BY: Michael Fischer, City Planner

APPLICATION SUBMITTED

Variance request to increase the maximum height of a fence in a front yard setback from 3 feet to 5 feet.

COMMENT

In May of 2015, the Planning Commission considered a variance request from Kerry & Jennifer Walls at 32 Deer Trail to increase the maximum height of a fence in a front yard setback from 3 feet to 4 feet. This request was tabled by the Planning Commission as the proposed height of the fence changed to five (5) feet and to allow the Traffic & Safety Committee the opportunity to review the request. Attached as Exhibit A is the original written variance request from the applicants. Attached as Exhibit B is a map showing the location of property at the intersection of Deer Trail and Eagle Ridge Drive. As the property has street frontage on three sides, it has three front yard setbacks. The property was originally platted as part of a Planned Unit Development (PUD) where reduced setbacks on Deer Trail were permitted.

On May 21, 2015, the Traffic & Safety Committee reviewed the variance request and recommended approval of a 5 foot high fence in a location as shown on Exhibit E and to replace the existing Yield signs at Deer Trail, Eagle Ridge Trail, Cougar Trail and Fox Trail with Stop signs. These recommendations were formally approved by the City Council on June 1, 2105

According to section 156.054 of the North Mankato Zoning Code, fences located in front yard setbacks shall not exceed three (3) feet in height. The intent of the regulation is to maintain visibility at street intersections. Attached as Exhibit C is original drawing showing the location of a four (4) foot high fence on the applicants property. Exhibit D is a picture submitted by the applicants showing the style of the fence proposed.

When reviewing variances, a City must consider "Practical Difficulties" which is a legal standard set forth in law which applies when considering variance applications. To constitute practical difficulties, the following three factors must be satisfied:

1. Reasonableness

The first factor is that the property owner proposes to use the property in a reasonable manner. This factor means the landowner would like to use the property in a particular reasonable way but cannot do so under the rules of the ordinance.

2. Uniqueness

The second factor is that the landowner's problem is due to circumstances unique to the property not caused by the landowner. The uniqueness generally relates to the physical characteristics of the property, that is, to the land and not the personal preferences of the landowner. When considering a variance, the focus of this factor is whether there is anything physically unique about the property, such as sloping topography or other natural features like wetlands or trees.

3. Essential Character

The third factor is that the variance, if granted, will not alter the essential character of the locality. Under this factor, consideration should be given to whether the fence would be out of scale, out of place, or otherwise inconsistent with the surrounding area.

However, as this variance request is expected to accommodate a child with a disability under the Americans with Disability Act (ADA), City Governments are required to make reasonable modifications to policies, practices, or procedures to prevent discrimination on the basis of disability. Reasonable modifications can include modifications to local laws, ordinances, and regulations that adversely impact people with disabilities.

In order to qualify for a reasonable modification of a zoning ordinance under the ADA, an applicant need not meet the requirements for a variance. Rather, the applicable test is:

- Whether the person to be accommodated has a disability.
- Whether the modification requested is reasonably necessary to accommodate the disability.
- Whether the modification would fundamentally and unreasonably alter the nature or purposes of the zoning ordinance.

RECOMMENDATION

Staff recommends approval of V-1-15 as a reasonable modification of the zoning ordinance under ADA.

Michael Fischer

From: Jennifer Zins <jenz_98_99@yahoo.com>
Sent: Tuesday, April 28, 2015 5:15 PM
To: michael@northmankato.com
Subject: The Walls Residence Fence Variance- 32 Deer Trail North Mankato, MN
Attachments: Fence Diagram.jpg; Fence.jpg

Hi, Mike!

Thanks again for the call.

I am the owner of the residence at 32 Deer Trail.

My 5 year old son, Liam, was diagnosed with Autism Spectrum Disorder (ASD) in June of 2014.

We have been working towards getting/having funds to install a fence around the perimeter of our lot for the last year or so.

Because of Liam's ASD he is susceptible to wandering and does not fully understand the danger of moving cars.

Because of our current location, backing right up to Eagle Ridge, it is especially dangerous for my son.

We were able to secure grant funding to assist with the cost of the fence, however we need a variance in order to get a tall enough fence to keep him safe (he is currently 46" tall at age 5).

We are hoping with the type of fence we are getting (see-thru) that we will be able to build it between 4'-5' high in order to keep him contained.

I absolutely understand the concern for needing to see passing cars and people on the sidewalk when driving out of our cul-de-sac and that is why I believe the type of fence we are getting would be the perfect solution for both the city and our family.

I have attached a picture of the type of fence we are planning on getting.

I am also attaching a layout of where we would like to place the fence.

Please email or call with any other information you are in need of from me.

Thank you for your time and consideration.

Jennifer Walls
507-382-3335

~Every moment is another chance!~

~You were born an original, don't die a copy!~



0 132 Feet



Disclaimer:

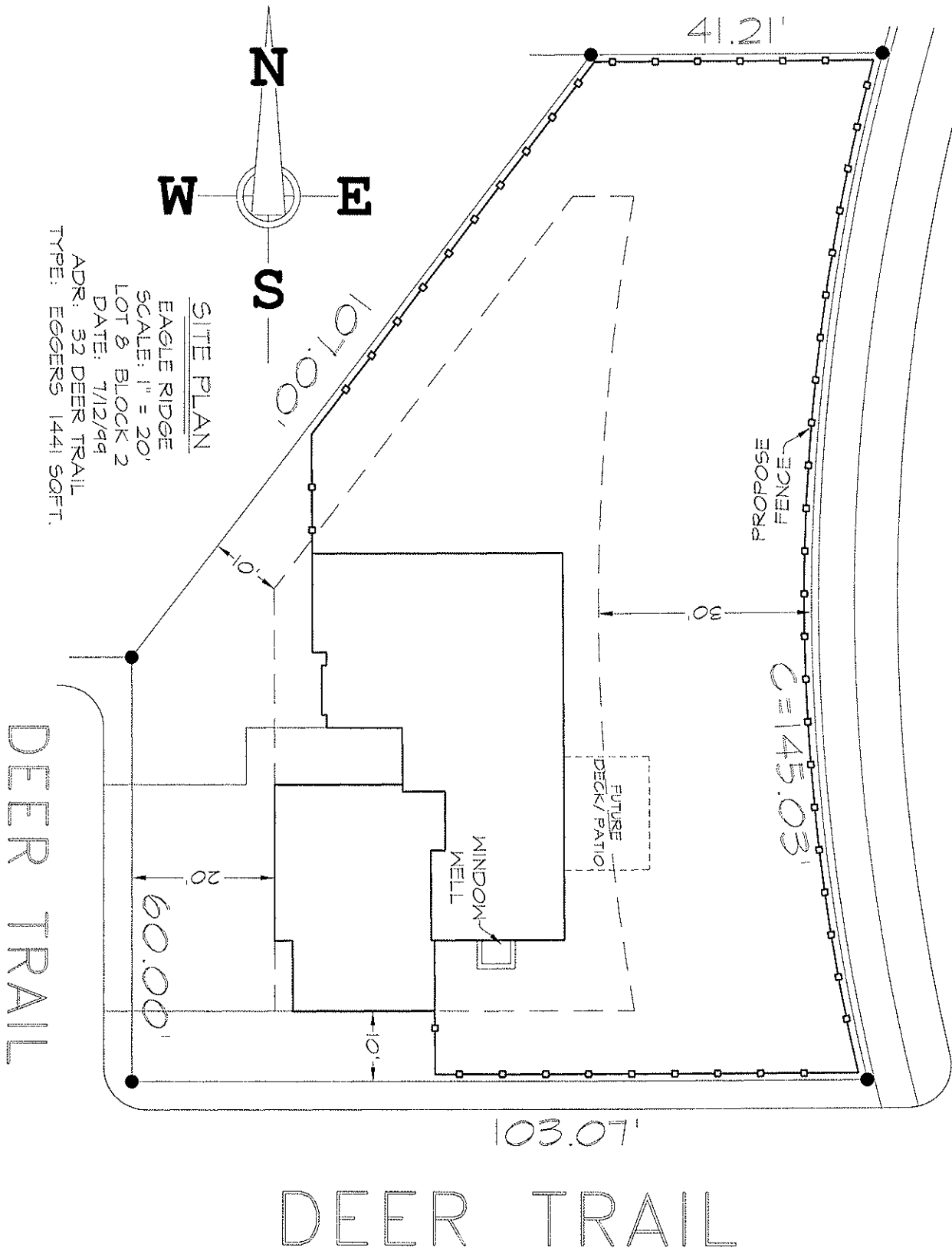
This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, information, and data located in various city, county, and state offices, and other sources affecting the area shown, and is to be used for reference purposes only.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

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32 Deer Trail

EAGLE RIDGE DRIVE









BOLTON & MENK, INC.

Consulting Engineers & Surveyors

1960 Premier Drive • Mankato, MN 56001-5900

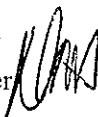
Phone (507) 625-4171 • Fax (507) 625-4177

www.bolton-menk.com

MEMORANDUM

Date: May 18, 2015

To: Michael Fischer, City Planner
City of North Mankato, Minnesota

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

Subject: Proposed Fence at 32 Deer Trail, North Mankato

As requested, I have reviewed the information regarding the request from the property owner at 32 Deer Lane regarding the installation of a fence along the property line adjacent to Deer Lane and Eagle Ridge Drive as shown on the attached drawing. Based on our conversations it is my understanding that the request is for the construction of a wrought iron fence that would be up to 5 feet high. It is my understanding that the Planning Commission was concerned about the fence obstructing the view of approaching traffic southbound on Eagle Ridge Drive for vehicles stopped at Deer Drive. This issue was referred to the Traffic and Safety Committee, and you requested that I review and provide a recommendation for consideration by the committee.

It is not uncommon for Cities to require "sight corners" at street intersections that are free of obstructions that would block the view of traffic for vehicles stopped at a side street and waiting to turn on to a through street. Some Cities have standard dimensions for the obstruction-free sight corners, but the City of North Mankato does not have a standard dimension. In the case of the request at 32 Deer Lane, the intersection of Deer Lane and Eagle Ridge Drive is located on a horizontal curve, so the required sight corner needs to be based on the actual intersection and roadway geometry. In order to be safe, the intersection should provide a sight distance of approximately 350 feet to allow adequate distance for a stopped vehicle to pull out and accelerate in advance of a vehicle approaching at 30 miles per hour. In this specific case, the horizontal curve actually improves the sight distance for vehicles stopped at Deer Lane and looking north along Eagle Ridge Drive, since the drivers can see vehicles approaching at a greater distance coming around the curve than had the intersection been at a 90 degree angle. However, a fence located on the right of way line would still limit the sight distance to less than the recommended 350 feet. Based on calculations for the actual intersection and roadway geometry at this location, I recommend that a sight corner be provided that extends 10 feet each way from the property corner located at Deer Trail and Eagle Ridge Drive. This will effectively require a 'chamfer' in the fence at the intersection as shown on the attached drawing to provide the required sight distance. The area within the sight corner could be landscaped with plantings or other items that would remain at or close to ground level.

If you have any questions or require any additional information, please feel free to contact me.



May 29, 2015

Dear Resident:

In a letter from the City dated May 1, 2015 you were notified of a variance request to increase the maximum height of a fence in a front yard setback at 32 Deer Trail from 3 feet to 4 feet. According to the homeowners, the proposed fence is to benefit their child who has been diagnosed with Autism Spectrum Disorder. Enclosed with the letter was a map showing the proposed location of the fence and a photograph of the style of fence proposed by the homeowners.

This variance request was considered by the Planning Commission on May 14, 2015 and tabled as the homeowners are now requesting the height of the fence be five (5) feet and to allow the Traffic & Safety Committee the opportunity to review the request. After review by the Traffic & Safety Committee, a recommendation will be forwarded to the Planning Commission for the installation of a 5 foot high fence in a location as shown on the attached drawing. Due to the height and location change, the Planning Commission will consider this request again on Thursday, June 11, 2015 as will the City Council on Monday, June 15, 2015. Both meetings begin at 7:00 p.m. in the Municipal Building Council Chambers located at 1001 Belgrade Avenue.

As nearby property owner, you have the opportunity to comment on this variance request. You may send written comments by June 11, 2015 or appear at either or both meetings.

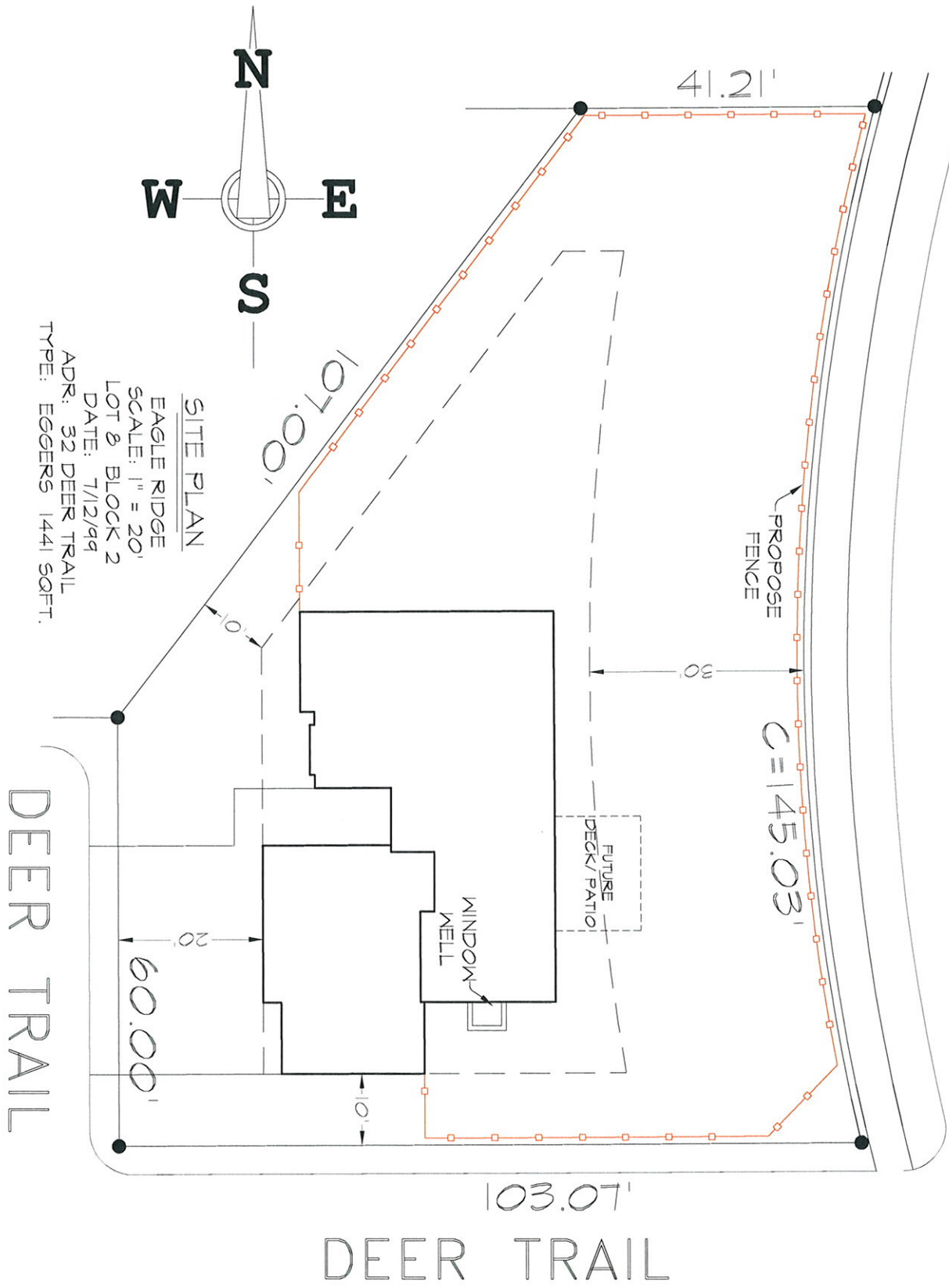
Sincerely,

THE CITY OF NORTH MANKATO

Michael Fischer
City Planner

Enc

EAGLE RIDGE DRIVE



Donald & Josephine VanOtterloo
2182 Eagle Ridge Drive
North Mankato, MN 56003

Trong Q. & Angelena T. Pham
2183 Eagle Ridge Drive
North Mankato, MN 56003

David B Reichel
24 Cougar Trail
North Mankato, MN 56003

Staci L. & Timothy J. Vollmer
20 Cougar Trail
North Mankato, MN 56003

James L. Augustin
16 Cougar Trail
North Mankato, MN 56003

Jay M. Skaff & Linda A. Markle
1780 Eagle Ridge Lane
North Mankato, MN 56003

Douglas J. Zernehel
45 Deer Trail
North Mankato, MN 56003

Scott V. & Lola Ryckman
30 Eagle Ridge Trail
North Mankato, MN 56003

Debra M. Hansen
34 Eagle Ridge Trail
North Mankato, MN 56003

Brad R. & Alysha M. Smook
1777 Eagle Ridge Lane
North Mankato, MN 56003

Russell L. & Julie A. Scheller
1768 Eagle Ridge Lane
North Mankato, MN 56003

Aaron R. & Kendra M. Erickson
2110 Eagle Ridge Drive
North Mankato, MN 56003

Thomas J. & Rita M. Philippi
1762 Eagle Ridge Lane
North Mankato, MN 56003

Paulette & Steve G. Schoeb
2112 Eagle Ridge Drive
North Mankato, MN 56003

David S. & Jean L. Pearson
55 Eagle Ridge Trail
North Mankato, MN 56003

Terrance L. & Janice N.
Zernehel
33 Deer Trail
North Mankato, MN 56003

John E. Nelson
40 Deer Trail
North Mankato, MN 56003

Richard D. & Suzanne C. Orcutt
36 Deer Trail
North Mankato, MN 56003

Jason & Melissa Amdahl
17 Cougar Trail
North Mankato, MN 56003

Michael J. & Jo M. Montemurno
44 Deer Trail
North Mankato, MN 56003

Michael A Barten &
Janis J. Wills
12 Cougar Trail
North Mankato, MN 56003

Jacob M. & Amy J. Jensen
10 Fox Trail
North Mankato, MN 56003

Carrie R. Enneking
13 Cougar Trail
North Mankato, MN 56003

Robin Marie Lunn
11 Fox Trail
North Mankato, MN 56003

Michael J. & Susan Schmitt
2116 Eagle Ridge Drive
North Mankato, MN 56003

Rachel S. Kiecker
1774 Eagle Ridge Lane
North Mankato, MN 56003

Ryan Gellert &
Nicole M. Manske
14 Fox Trail
North Mankato, MN 56003

Dirk E. Courrier
18 Fox Trail
North Mankato, MN 56003

Bradley P. & Elizabeth S. Sieberg
31 Eagle Ridge Trail
North Mankato, MN 56003

M & J Cooper Revocable Trust
35 Eagle Ridge Trail
North Mankato, MN 56003

Sharon L. & Edward M. Hohertz
2185 Eagle Ridge Drive
North Mankato, MN 56003

Thomas D. & Brenda J.
Christenson
39 Eagle Ridge Trail
North Mankato, MN 56003

Steven D. & Wendy A. Trandahl
2111 Eagle Ridge Drive
North Mankato, MN 56003

Good Shepherd Lutheran Church
2101 LorRay Drive
North Mankato, MN 56003

Dan Kvasnicka
50 Eagle Ridge Trail
North Mankato, MN 56003

Hiniker Homes
23059 N Riverfront Drive
Mankato, MN 56001

Ronald Ledin
37 Deer Trail
North Mankato, MN 56003

Application for
VARIANCE

Pursuant to Chapter 156 of the North Mankato City Code, application is hereby made for a modification in the zoning regulations described herein:

LEGAL DESCRIPTION OF PROPERTY:

Lot # 8 Block # 2
Subdivision Eagle Ridge Address 32 Deer Trail

APPLICANT:

Name Kerry & Jennifer Walls Address 32 Deer Trail Phone 507-382-3335
North Mankato, MN 56003

PROPERTY OWNER (If Other Than Applicant):

Name _____ Address _____ Phone _____

CURRENT ZONING: R-1 CURRENT USE OF PROPERTY: Single-Family Residential

VARIANCE REQUESTED: Increase maximum height of a fence in a front yard setback from 3 feet to 4 feet.

REASON FOR VARIANCE: Protection of child with disabilities.

ZONING REGULATION APPLIED: Section 156.054 Subdivision (9)(b)

REQUIREMENT OF REGULATION: In all residential zones, fences located in front yard setbacks may not exceed 3 feet in height.

REQUEST PREVIOUSLY CONSIDERED? Yes _____ No x If Yes, date _____

ADDITIONAL COMMENTS:SUPPORTING DOCUMENTS:

	Required	Attached		Required	Attached
Plot Plan	_____	_____	Comment Letters	_____	_____
Floor Plan	_____	_____	Performance Test	_____	_____
Landscaping Plan	_____	_____	Petition	_____	_____
Parking/Loading Plan	_____	_____	Development Schedule	_____	_____
Survey	_____	_____	Proposed Regulations	_____	_____
Other _____	_____	_____			

FEES: Application Fee \$ 95.00

Notice Charge # 36 @ \$2.00 = \$ 72.00

Total Fee \$ 167.00 Receipt # _____

I hereby certify that the information both described in and attached to this application is correct and true.

Signature of Applicant _____ Date _____

Pursuant to the requirements of Chapter 156.085 of the North Mankato City Code, this application was received by me or my duly designated representative on April 28, 2015, and I hereby certify that this application meets all the necessary application requirements.

Signature of Zoning Administrator _____ Date _____

PLANNING COMMISSION ACTION: Date May 14, 2015

_____ Approved Additional Conditions:

_____ Denied Reason:

CITY COUNCIL ACTION: Date May 18, 2015

_____ Approved Additional Conditions:

_____ Denied Reason:

OTHER COMMENTS

- 1. Variance must be acted upon within one year or it will expire.

STATE OF MINNESOTA)
COUNTY OF NICOLLET)
CITY OF NORTH MANKATO)

I, the undersigned, being the duly qualified and acting City Clerk of the City of North Mankato, Minnesota, hereby certify that I have carefully compared the attached variance approved by the City of North Mankato with the original thereof on file and of record in my office, and that the same is a full, true and completed copy of said original.

WITNESS my hand and the official seal of said City of North Mankato this _____ day of _____, 20____.

City Clerk, City of North Mankato

May 7, 2015

Michael Fischer
City Planner
City of North Mankato

Re: Variance at 32 Deer Trail, North Mankato

Michael,

We are neighbors directly adjacent to 32 Deer Trail, North Mankato.

We have no objection to the fence proposed at 32 Deer Trail if the fence will be similar to the one in the picture. We would not want any type of large spikes or finials on the top of the fence. We assume the fence will be approximately 4 feet tall. We would prefer to not see any type of chain link fence. Also, the fence would need to be set back from our property the standard amount of space into the property at 32 Deer Trail, so it is not on our property. We also request that the owner at 32 Deer Trail is aware that he will be responsible to cut/trim the grass and/or weeds on our side of the fence when doing his lawn.

A handwritten signature in cursive script that reads "Tom & Rita Philippi".

Tom & Rita Philippi
1762 Eagle Ridge Lane
North Mankato, MN