

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 April 4, 2016. Mayor Dehen called the meeting to order at 7:00 p.m. asking that everyone join in the Pledge of Allegiance. The following were present for roll call: Mayor Dehen, Council Members Spears, Steiner, and Norland, City Administrator Harrenstein, Attorney Kennedy, City Planner Fischer, Public Works Director Swanson and City Clerk Van Genderen. Absent: Council Member Freyberg and Finance Director Thorne.

Approval of Agenda

Council Member Steiner moved, seconded by Council Member Norland, to approve the agenda as presented. Vote on the motion: Spears, 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 March 21, 2016. Vote on the motion: Spears, Steiner, Norland and Dehen aye; no nays. Motion carried.

Public Hearing, 7 pm-2016-2017 HUD Annual Plan.

City Planner Fischer reported in order to receive HUD money the City must submit an annual action plan which proposes the use of funds. In 2016 the City will receive an allocation of \$67,827 and currently the City has approximately \$75,000 in unused funds. The City has approximately \$143,000 in available funds and the City is proposing to use the money to redesign the front entrance and parking lot to the Municipal Building. Accessibility is an approved use of the CDBG funds. Barb Church, 102 Wheeler Avenue, appeared before Council and stated she was not opposed to using funds for accessibility but she would have preferred that the funds were split between use on the Municipal Building and using the funds to improve low to moderate income homes. Mayor Dehen indicated the unused funds had originally been allocated for low to moderate income home improvement but the City had a difficult time locating home owners who qualified. With no one else appearing before Council the Public Hearing was closed.

Consent Agenda

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

- A. Bills and Appropriations.
- B. Res. No. 35-16 Approving Donations/Contributions/Grants.
- C. Consider Approving Parade Permit for Mankato Brewery's MAD Bull 5K Fundraiser for the Mankato Area Derby Girls on July 31, 2016 from 2 p.m. to 3 p.m.
- D. Consider Approving Parade Permit for A.B.A.T.E. of Minnesota's Motorcycle Awareness Group Ride on May 7, 2016 from 1:15 p.m. to 1:30 p.m.
- E. Res. No. 36-16 Approving Consent Assessment Agreement-332 McKinley Avenue.
- F. Consider League of Minnesota Cities Insurance Trust Liability Coverage Waiver Form.

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

Public Comments

Presentation by the Miracle League of Dreamscape All-Inclusive Playground at Caswell Park.

Eric Sletten, Executive Director of the Miracle League, appeared before Council and presented information on the proposed Miracle League Dreamscape all-inclusive playground. Mr. Sletten reviewed proposed playground equipment and materials that allow inclusive play allowing individuals of all abilities to play. The Dreamscape playground would be located next to Fallenstein Fields by North Mankato's Caswell Park. Chuck Stoffer, Miracle League Board Member, appeared before Council and indicated the playground is personally important as one of his children has disabilities and the Dreamscape playground would allow his child to play unencumbered.

Tom Hagen, 927 Lake Street appeared before Council and stated he received a memo addressing his concerns about noise in Spring Lake Park. Mr. Hagen indicated he was dissatisfied with the memo and wanted members of the Council to contact him.

Roger Sheffer, 925 Lake Street, appeared before Council and stated the hill that his house rests on naturally amplifies sound and noise from Spring Lake Park occasionally disturbs his peace.

Nick Frentz, 26 Sandy Court, appeared before Council and stated he was excited about the possible construction of a sports facility in North Mankato.

Phil Henry, 1300 Noretta Drive, appeared before Council and requested clarification on how to contact the Police Department after office hours for non-emergencies. Chief Boyer reported citizens could call 507-931-1570 and speak with someone from Nicollet County dispatch.

Barb Church, 102 Wheeler Avenue, appeared before Council and requested clarification on if Council Workshops were videotaped. Ms. Church stated she would have preferred estimates included in the North Kato Ideas questionnaire.

Business Items

Res. No. 37-16 Adopting the 2016-2017 Action Plan. Council Member Spears stated he had concerns about continuing to accept HUD money. He indicated if the City uses HUD money it opens doors to allowing HUD to come in and impose policies on the City. **Council Member Spears moved to table the item for vote until April 18, 2016. With no second the motion failed.** Council Member Spears reviewed the idea of not tying future Council's hands by taking HUD money. Council Member Steiner questioned how the use of funds in 2016 would tie future Council's hands. Mayor Dehen stated he found it difficult to see how this project would tie future Council's hands. Council Member Spears stated in the future the City would continue to take HUD funds and the funds could be a conduit for Federal Government interference in the City. **Council Member Norland moved, seconded by Council Member Steiner to Adopt Res. No. 37-16 Adopting the 2016-2017 Action Plan. Vote on the motion: Norland, Steiner and Dehen aye; Spears nay. Motion carried.**

Res. No. 38-16 Adopting Resolution Approving Plans and Specifications and Ordering Advertisements for Bids, Project No. 15-02ABCDE 2016 Roe Crest Drive Improvement Project. City Engineer Dan Sarff appeared before Council and stated the plans and specifications would be available at City Hall for review. **Council Member Norland moved, seconded by Council Member Steiner to adopt Res. No. 38-16 Approving Plans and Specifications and Ordering Advertisements for Bids, Project No. 15-02ABCDE 2016 Roe Crest Drive Improvement Project. Vote on the motion: Steiner, Norland and Dehen aye; Spears nay. Motion carried.**

North Mankato Police Department 2015 Year End Report-Chief Boyer.

Chief Boyer appeared before Council and presented the 2015 Year End Report. Chief Boyer indicated personal crimes and property crimes were down. He noted narcotic crimes were up but the City of North Mankato has not seen the influx of heroin other area towns were experiencing. Methamphetamine crimes are up with the majority of the drugs coming from Mexico because it is difficult to produce meth due to restrictions on obtaining the materials. Police Chief Boyer stated overall the statistics were higher because of the new reporting system which requires reports for every call. Chief Boyer stated the North Mankato Police Department installed a medication disposal box in the lobby of the Police Department and properly disposed of 349 pounds of medicine. Chief Boyer indicated the Police Department continues to improve public education.

City Administrator and Staff Comments

Public Works Director Swanson stated Spring Clean-up would occur from April 18-29, 2016.

City Administrator Harrenstein reported a successful day of communicating with legislators during the Greater Mankato Growth day at the Capitol. He congratulated the City Council for their involvement with the Dreamscape playground and the use of funds to improve accessibility to City Hall. Administrator Harrenstein thanked the Police Department for their work in ensuring the safety of the citizens of North Mankato. City Administrator Harrenstein stated Police Officers have a decibel reader that will be taken to noise complaints to insure noise pollution policies are followed.

Mayor and Council Comments

Mayor Dehen stated he received a thank you note from the Children's Museum of Southern Minnesota for the Paint Wall.

Public Comments

Barb Church, 102 Wheeler Avenue, appeared before Council and stated she believed the resolution adopting the 2016-2017 Annual Action Plan should have been presented to Council earlier in the year.

Tom Hagen, 927 Lake Street appeared before Council and stated he was dissatisfied with the Council's response to his concerns about audio permits at Spring Lake Park and requested Council create a committee to address the issue and stated he should be involved as he was the person who had the problem.

There being no further business, on a motion by Council Member Norland, seconded by Council Member Steiner, the meeting adjourned at 8:04 p.m.

Mayor

City Clerk



City of North Mankato, MN

Claims List - Regular

By Vendor Name

Date Range: 4-18-16

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK						
	Void	04/13/2016	Regular	0	-	84473
	Void	04/13/2016	Regular	0	-	84474
	Void	04/18/2016	Regular	0	-	84491
00029	AG SPRAY EQUIPMENT	04/18/2016	Regular	0	4.93	84480
00050	ALPHA WIRELESS COMMUNICATIONS	04/18/2016	Regular	0	171.00	84481
00062	AMERICAN PAYMENT CENTERS	04/18/2016	Regular	0	93.00	84482
00063	AMERICAN PEST CONTROL	04/18/2016	Regular	0	65.00	84483
02305	ANCHOR INDUSTRIES INC.	04/18/2016	Regular	0	14,526.02	84484
00101	AT&T MOBILITY	04/13/2016	Regular	0	25.89	84471
00102	AUDIO EDITIONS	04/18/2016	Regular	0	530.91	84485
00123	BATTERIES+BULBS	04/18/2016	Regular	0	232.76	84486
02037	BOBCAT OF MANKATO	04/18/2016	Regular	0	245.17	84487
00174	BOLTON & MENK, INC.	04/18/2016	Regular	0	25,793.59	84488
00195	BROCK WHITE COMPANY LLC	04/18/2016	Regular	0	1,192.50	84489
00216	C & S SUPPLY CO, INC.	04/18/2016	Regular	0	354.33	84490
00219	CARDMEMBER SERVICE	04/13/2016	Regular	0	10,794.84	84472
00227	CARQUEST AUTO PARTS STORE	04/18/2016	Regular	0	184.20	84574
00230	CCP INDUSTRIES, INC.	04/18/2016	Regular	0	136.25	84492
00236	CENTURION TECHNOLOGIES	04/18/2016	Regular	0	170.00	84493
00241	CHARTER COMMUNICATIONS	04/13/2016	Regular	0	478.87	84475
00258	CITY OF MANKATO-WATER BILL	04/18/2016	Regular	0	22.51	84494
02058	CONSOLIDATED COMMUNICATIONS	04/13/2016	Regular	0	3,509.87	84476
00299	COUNTRYSIDE REFRIGERATION & HEATING, IN	04/18/2016	Regular	0	352.99	84495
00310	CRYSTEEL TRUCK EQUIPMENT, INC	04/18/2016	Regular	0	295.50	84575
00311	CULLIGAN WATER CONDITIONING	04/18/2016	Regular	0	89.45	84496
00316	CUSTOM CAKE CREATIONS	04/18/2016	Regular	0	128.00	84497
00322	DALCO	04/18/2016	Regular	0	350.28	84498
02275	DEM-CON MATERIALS & RECOVERY	04/18/2016	Regular	0	1,770.48	84499
00342	DETROIT LAKES FIRE CONFERENCE FUND	04/18/2016	Regular	0	1,225.00	84500
00369	EBSCO INFORMATION SERVICES	04/18/2016	Regular	0	2,850.96	84501
00401	EXPRESS SERVICES, INC.	04/18/2016	Regular	0	493.20	84502
00407	FEDERAL SAFETY COMPLIANCE	04/18/2016	Regular	0	298.50	84503
00410	FERRELLGAS	04/18/2016	Regular	0	12.00	84504
00433	FLEXIBLE PIPE TOOL COMPANY	04/18/2016	Regular	0	8,545.35	84505
00447	FREE PRESS	04/18/2016	Regular	0	37.63	84506
00462	G & K SERVICES	04/18/2016	Regular	0	183.24	84507
00463	G & L AUTO SUPPLY, LLC	04/18/2016	Regular	0	101.43	84508
00482	GMS INDUSTRIAL SUPPLIES, INC.	04/18/2016	Regular	0	41.10	84509
00494	GOPHER STATE ONE-CALL	04/18/2016	Regular	0	88.45	84510
00508	GREEN TECH RECYCLING, LLC	04/18/2016	Regular	0	3,865.20	84511
00534	HART'S AUTO SUPPLY	04/18/2016	Regular	0	118.00	84512
00578	HOME MAGAZINE	04/18/2016	Regular	0	44.00	84513
00600	ICMA RETIREMENT TRUST ROTH IRA	04/01/2016	Regular	0	625.00	84459
00600	ICMA RETIREMENT TRUST ROTH IRA	04/12/2016	Regular	0	625.00	84466
00601	ICMA RETIREMENT TRUST-457	04/01/2016	Regular	0	2,990.00	84460
00601	ICMA RETIREMENT TRUST-457	04/12/2016	Regular	0	2,750.00	84467
00608	INGRAM LIBRARY SERVICES	04/18/2016	Regular	0	706.89	84514
00680	J.J. KELLER & ASSOCIATES, INC.	04/18/2016	Regular	0	1,230.50	84515
00639	JOHN DEERE FINANCIAL	04/18/2016	Regular	0	41.99	84516
00691	KENNEDY & KENNEDY LAW OFFICE	04/18/2016	Regular	0	8,958.98	84517
00730	LAFAYETTE NICOLLET LEDGER, THE	04/18/2016	Regular	0	35.00	84518
00733	LAKES GAS CO #10	04/18/2016	Regular	0	236.40	84519
00746	LAW ENFORCEMENT LABOR SERVICES, INC.	04/12/2016	Regular	0	490.00	84468
00749	LAWSON PRODUCTS, INC	04/18/2016	Regular	0	384.95	84520
00776	LLOYD LUMBER CO.	04/18/2016	Regular	0	310.16	84521
00789	LOWRY, LUCY	04/18/2016	Regular	0	320.35	84522
02307	LUND, LORENA	04/18/2016	Regular	0	156.38	84523

00796	MAC QUEEN EQUIPMENT, INC.	04/18/2016	Regular	0	885.87	84524
00815	MANKATO CLINIC, LTD.	04/18/2016	Regular	0	26.42	84525
00829	MANKATO PUBLIC SCHOOLS	04/18/2016	Regular	0	70.50	84526
00847	MATHESON TRI-GAS, INC.	04/18/2016	Regular	0	163.18	84527
02306	MATTHIAS LEYRER DESIGN	04/18/2016	Regular	0	125.00	84528
00851	MAYO CLINIC HEALTH SYSTEM - MANKATO	04/18/2016	Regular	0	705.00	84529
00857	MC GOWAN WATER CONDITIONING, INC.	04/18/2016	Regular	0	42.75	84530
00874	MENARDS-MANKATO	04/18/2016	Regular	0	482.97	84531
00875	METRO SALES, INC.	04/18/2016	Regular	0	129.00	84532
00886	MIDSTATES EQUIPMENT & SUPPLY	04/18/2016	Regular	0	412.70	84533
00963	MINNESOTA BUREAU OF CRIMINAL APPREHE	04/18/2016	Regular	0	270.00	84534
00902	MINNESOTA IRON & METAL CO	04/18/2016	Regular	0	75.00	84535
00935	MINNESOTA PIPE & EQUIPMENT	04/18/2016	Regular	0	227.09	84536
00936	MINNESOTA POLLUTION CONTROL AGENCY	04/18/2016	Regular	0	300.00	84537
00910	MINNESOTA VALLEY TESTING LAB, INC.	04/18/2016	Regular	0	59.25	84538
00956	MINNESOTA WASTE PROCESSING CO.	04/18/2016	Regular	0	22,136.79	84539
00992	MR. ROOTER PLUMBING	04/05/2016	Regular	0	7,725.00	84461
00997	MTI DISTRIBUTING CO	04/18/2016	Regular	0	2,685.22	84540
01003	MUNICIPAL BUILDERS, INC.	04/18/2016	Regular	0	174,523.41	84541
01018	NCPERS MINNESOTA-UNIT 662400	04/12/2016	Regular	0	192.00	84469
01025	NEOPOST USA, INC.	04/18/2016	Regular	0	323.40	84542
02308	NICHE ACADEMY	04/18/2016	Regular	0	500.00	84543
01036	NICOLLET COUNTY RECORDER/ABSTRACTER	04/18/2016	Regular	0	92.00	84544
01063	NORTHERN SEWER EQUIPMENT CO., INC.	04/18/2016	Regular	0	2,609.98	84545
01064	NORTHERN STATES SUPPLY, INC.	04/18/2016	Regular	0	114.99	84546
01071	NUSS TRUCK & EQUIPMENT, INC.	04/18/2016	Regular	0	182.00	84547
02297	OLSEN, AMANDA	04/05/2016	Regular	0	75.00	84462
01083	OVERDRIVE, INC.	04/18/2016	Regular	0	1,344.03	84548
02005	PANTHEON COMPUTERS	04/18/2016	Regular	0	2,272.94	84549
01090	PARAGON PRINTING, MAILING & SPECIALTIES	04/18/2016	Regular	0	4,063.97	84550
01106	PETTY CASH	04/05/2016	Regular	0	300.00	84463
01106	PETTY CASH	04/18/2016	Regular	0	107.96	84551
01117	PLUNKETT'S PEST CONTROL, INC.	04/18/2016	Regular	0	253.60	84552
01128	POST BOARD	04/18/2016	Regular	0	360.00	84553
01130	POSTMASTER	04/11/2016	Regular	0	1,371.51	84465
01133	POWERPLAN	04/18/2016	Regular	0	25.32	84554
01142	PREMIER VETERINARY CENTER - MANKATO	04/18/2016	Regular	0	125.80	84555
01162	QUEST DIAGNOSTICS	04/18/2016	Regular	0	130.68	84556
01211	RIVER BEND BUSINESS PRODUCTS	04/18/2016	Regular	0	226.00	84557
01281	SIGN PRO	04/18/2016	Regular	0	23.50	84558
01079	SMC-SOUTHERN MINNESOTA CONSTRUCTION	04/18/2016	Regular	0	843.48	84559
01308	SOUTHERN MINNESOTA INSPECTION CO.	04/18/2016	Regular	0	196.56	84560
01335	STAPLES ADVANTAGE	04/18/2016	Regular	0	81.09	84561
01352	STREICHER'S, INC	04/18/2016	Regular	0	863.93	84562
01380	TEXAS REFINERY CORP.	04/18/2016	Regular	0	1,974.50	84563
01393	THORSET COMFORT SYSTEMS, INC.	04/05/2016	Regular	0	3,000.00	84464
01402	TIRE ASSOCIATES	04/18/2016	Regular	0	1,268.06	84564
01433	TYLER TECHNOLOGIES	04/18/2016	Regular	0	6,875.00	84565
01445	UNITED WAY INC	04/12/2016	Regular	0	205.45	84470
01445	UNITED WAY INC	04/13/2016	Regular	0	62.50	84477
01470	VERIZON WIRELESS	04/13/2016	Regular	0	67.71	84478
01477	VIKING ELECTRIC SUPPLY, INC.	04/18/2016	Regular	0	185.40	84566
02282	WARD EINESS STRATEGIES	04/18/2016	Regular	0	2,000.00	84567
01515	WELLS FARGO BANK, N.A.	04/18/2016	Regular	0	525.00	84568
01524	WERNER ELECTRIC SUPPLY	04/18/2016	Regular	0	115.67	84569
01525	WEST CENTRAL SANITATION, INC.	04/18/2016	Regular	0	10,000.00	84570
01525	WEST CENTRAL SANITATION, INC.	04/18/2016	Regular	0	25,309.51	84571
01525	WEST CENTRAL SANITATION, INC.	04/18/2016	Regular	0	2,426.75	84572
01557	XCEL ENERGY	04/13/2016	Regular	0	61.42	84479
01563	ZARNOTH BRUSH WORKS, INC.	04/18/2016	Regular	0	896.00	84573

Bank Code APBNK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	317	115	0.00	381,981.86
Manual Checks	0	0	0.00	0.00
Voided Checks	0	3	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	317	118	0.00	381,981.86

Authorization Signatures

All Council

The above manual and regular claims lists are approved by:

MARK DEHEN- MAYOR

KIM SPEARS- COUNCIL MEMBER

DIANE NORLAND- COUNCIL MEMBER

WILLIAM STEINER- COUNCIL MEMBER

ROBERT FREYBERG- COUNCIL MEMBER

CITY OF NORTH MANKATO PARK PERMIT

This permit does reserve space in a City Park.

PERMIT #: 45 -2016 SHELTER: Wheeler FEE: N/C

TYPE OF EVENT: Company Picnic DATE VALID: 8-20-16 HOURS: 8am-8pm

ORGANIZATION: Label Works SIZE: 125

APPLICANT NAME: Adria Ayers

ADDRESS: 2025 Lookout Dr. CITY: N. MKTO

ZIP: _____ DAYTIME PHONE #: 800-464-5560

TENTS: NO ELECTRICITY: yes ALCOHOL: NO

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

AUDIO DEVICES: possibly-Karaoke? nothing bigger
Amplified music or band requires Council approval

OTHER: Grill, bean bags, bingo

PERMIT APPROVED:

DATE: 3-24-16

PERMIT DENIED: _____

REFER TO COUNCIL:

April Van Gendren by VS
City Clerk

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

PROHIBITED

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

ALLOWED

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

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

SIGNED: _____

Applicant

8/4/16/16

Date

For Office Use Only

Receipt # _____

Online _____

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: North Mankato Civic & Commerce Association

Address: P.O. Box 2164

City: North Mankato State: MN Zip: 56003

Telephone: (800) 232-6909

Sponsoring Organization: North Mankato Civic & Commerce Association

Address: P.O. Box 2164

City: North Mankato State: MN Zip: 56003

Telephone: (800) 232-6909

Occasion for Parade: North Mankato Fun Days Parade

Date of Parade: 07/09/16 Estimated Length of Parade: 1.7 Miles

Estimated Starting Time: 11 a.m. Estimated Finish Time: 2 p.m.

Estimated Number of Participants: 100 Units

General Composition of Parade: Bands, Businesses, Non-Profit Organizations with Floats, Decorated Vehicles and Equipment

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

04/07/16
Date

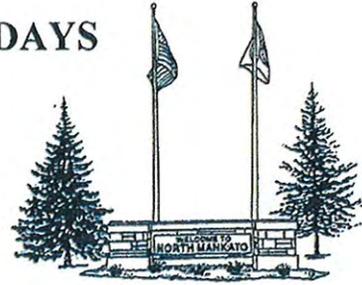
Pursuant to Section 70.21 of the North Mankato City Code, I hereby authorize a parade permit for the applicant organization. This permit shall be valid only under the conditions recommended by the City of North Mankato and only for the date and time indicated.

[Signature] #201
Chief of Police

04-07-16
Date

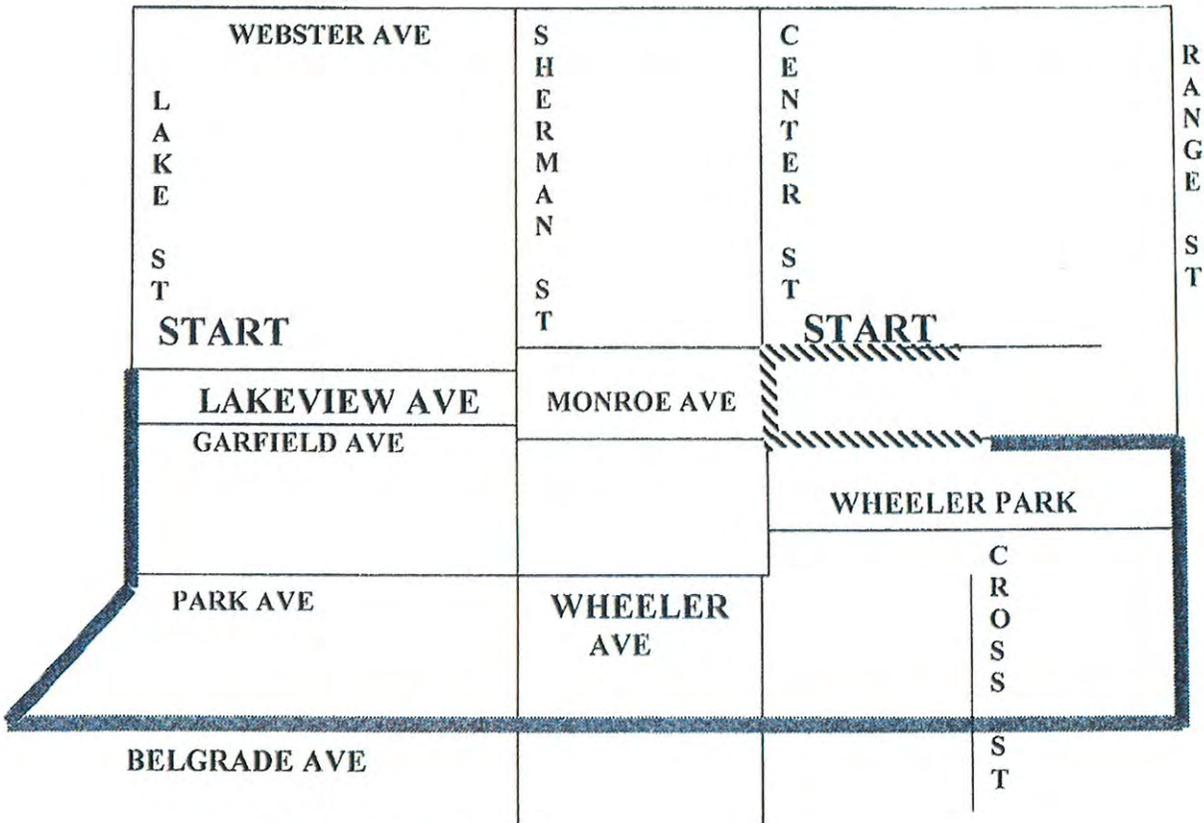
COMMENTS/ADDITIONAL STIPULATIONS:

NORTH MANKATO FUNDAYS
SPONSORED BY



North Mankato
Civic & Commerce
Association

FIREWORKS



 **KIDDIE PARADE**
 **FUN DAYS PARADE**



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

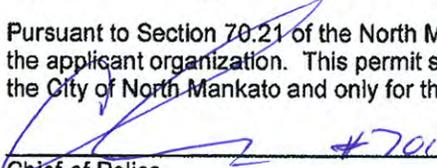
Name:	<u>North Mankato Civic & Commerce Association</u>		
Address:	<u>P.O. Box 2164</u>		
City:	<u>North Mankato</u>	State:	<u>MN</u> Zip: <u>56003</u>
Telephone:	<u>(800) 232-6909</u>		
Sponsoring Organization:	<u>North Mankato Civic & Commerce Association</u>		
Address:	<u>P.O. Box 2164</u>		
City:	<u>North Mankato</u>	State:	<u>MN</u> Zip: <u>56003</u>
Telephone:	<u>(800) 232-6909</u>		
Occasion for Parade:	<u>North Mankato Fun Days Kiddie Parade</u>		
Date of Parade:	<u>07/08/16</u>	Estimated Length of Parade:	<u>5 Blocks</u>
Estimated Starting Time:	<u>6:15 p.m.</u>	Estimated Finish Time:	<u>7:00 p.m.</u>
Estimated Number of Participants:	<u>200 Children</u>		
General Composition of Parade:	<u>Bikes, Wagons, Strollers and Children</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.


Applicant

04/07/16
Date

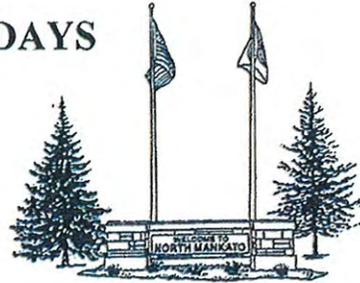
Pursuant to Section 70.21 of the North Mankato City Code, I hereby authorize a parade permit for the applicant organization. This permit shall be valid only under the conditions recommended by the City of North Mankato and only for the date and time indicated.


Chief of Police

04-07-16
Date

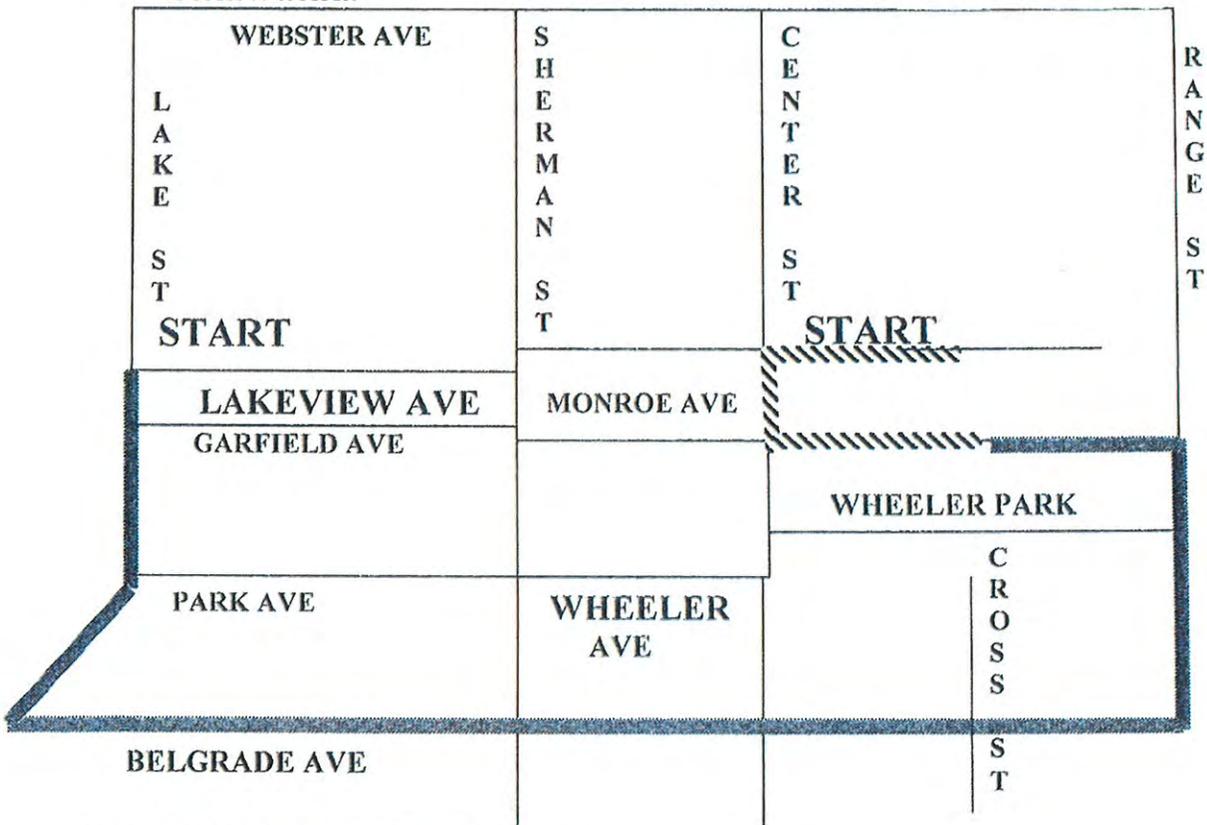
COMMENTS/ADDITIONAL STIPULATIONS:

NORTH MANKATO FUNDAYS
SPONSORED BY



North Mankato
Civic & Commerce
Association

FIREWORKS



 KIDDIE PARADE
 FUN DAYS PARADE

RESOLUTION NO.

RESOLUTION WAIVING WAITING PERIOD
FOR EXEMPTION FROM LAWFUL GAMBLING LICENSE FOR
KNIGHTS OF COLUMBUS

WHEREAS, Knights of Columbus has made application for exemption from a charitable gambling license to conduct bingo on July 6-10, 2016 at Wheeler Park within the City of North Mankato, Minnesota, which application was received by the City on April 12, 2016;

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

Adopted by the City Council this 18th day of April 2016.

Mayor

ATTEST:

City Clerk

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:
- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.
If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

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

ORGANIZATION INFORMATION

Organization Name: KNIGHTS OF COLUMBUS COUNCIL #5551 Previous Gambling Permit Number: X-03384-15-008
Minnesota Tax ID Number, if any: 7117666 Federal Employer ID Number (FEIN), if any: 23-7543219
Mailing Address: 440 FOREST HEIGHTS DRIVE
City: NORTH MANKATO State: MN Zip: 56003 County: NICOLLET
Name of Chief Executive Officer (CEO): PAUL F. STREIT
Daytime Phone: 507-380-1355 Email: pstreit@hickorytech.net

NONPROFIT STATUS

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

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

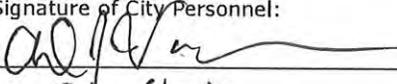
(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)
[] A current calendar year Certificate of Good Standing
Don't have a copy? Obtain this certificate from:
MN Secretary of State, Business Services Division 60 Empire Drive, Suite 100 St. Paul, MN 55103
Secretary of State website, phone numbers: www.sos.state.mn.us 651-296-2803, or toll free 1-877-551-6767
[] IRS income tax exemption (501(c)) letter in your organization's name
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.
[checked] IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)
If your organization falls under a parent organization, attach copies of both of the following:
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): WHEELER PARK
Address (do not use P.O. box): 402 PAGE AVENUE
City or Township: NORTH MANKATO Zip: 56003 County: NICOLLET
Date(s) of activity (for raffles, indicate the date of the drawing): JULY 6, 7, 8, 9, 10 - 2016
Check each type of gambling activity that your organization will conduct:
[checked] Bingo* [] Paddlewheels* [] Pull-Tabs* [] Tipboards*
[] Raffle (total value of raffle prizes awarded for the calendar year: \$)

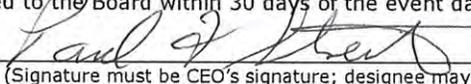
* Gambling equipment for bingo paper, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on Distributors under List of Licensees, or call 651-539-1900.

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

<p style="text-align: center;">CITY APPROVAL for a gambling premises located within city limits</p> <p><input checked="" type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print City Name: <u>North Mankato</u></p> <p>Signature of City Personnel: </p> <p>Title: <u>City Clerk</u> Date: <u>4/12/16</u></p> <div style="border: 1px solid black; padding: 5px; text-align: center; margin-top: 20px;"> <p>The city or county must sign before submitting application to the Gambling Control Board.</p> </div>	<p style="text-align: center;">COUNTY APPROVAL for a gambling premises located in a township</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print County Name: _____</p> <p>Signature of County Personnel: _____</p> <p>Title: _____ Date: _____</p> <p>TOWNSHIP (if required by the county) On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date: _____</p>
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CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

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

Chief Executive Officer's Signature:  Date: 4/1/16
(Signature must be CEO's signature; designee may not sign)

Print Name: PAUL F. STREIT

REQUIREMENTS	MAIL APPLICATION AND ATTACHMENTS
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<p>Complete a separate application for:</p> <ul style="list-style-type: none"> • all gambling conducted on two or more consecutive days, or • all gambling conducted on one day. <p>Only one application is required if one or more raffle drawings are conducted on the same day.</p> <p>Financial report to be completed within 30 days after the gambling activity is done: A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.</p> <p>Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).</p>	<p>Mail application with:</p> <p><input type="checkbox"/> a copy of your proof of nonprofit status, and</p> <p><input type="checkbox"/> application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is \$100; otherwise the fee is \$150. Make check payable to State of Minnesota.</p> <p>To: Minnesota Gambling Control Board 1711 West County Road B, Suite 300 South Roseville, MN 55113</p> <p>Questions? Call the Licensing Section of the Gambling Control Board at 651-539-1900.</p>
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<p>Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the</p>	<p>application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-</p>	<p>ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.</p>
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This form will be made available in alternative format (i.e. large print, braille) upon request.



CITY OF NORTH MANKATO

Application for Temporary 3.2 Permit

Name of Organization	Date Organized	Tax exempt Number
<u>North Mankato Civic & Commerce Association</u>	<u>January 1953</u>	<u>41-1315007</u>

Address	City	State	Zip Code
<u>P.O. Box 2164</u>	<u>North Mankato, MN</u>	<u>56002-2164</u>	

Name of Person Making Application	Business Phone	Home Phone
<u>Lynette Peterson, Secretary</u>	<u>(800) 232-6909</u>	<u></u>

Date (s) of event	Type of Organization
<u>07/07/16-07/10/16</u>	<input type="checkbox"/> Club <input checked="" type="checkbox"/> Charitable <input type="checkbox"/> Religious <input type="checkbox"/> Other non-profit

Organization Officer's Name	City	State	Zip
<u>Denny Kemp, President</u>	<u>North Mankato, MN</u>	<u>56003</u>	
<u>Brent Blair, Vice President</u>	<u>North Mankato, MN</u>	<u>56003</u>	
<u>Lynette Peterson, Secretary/Treasurer</u>	<u>North Mankato, MN</u>	<u>56003</u>	

Location where permit will be used. If an outdoor area, describe.

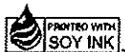
Wheeler Park Band Shell Area.

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

No.

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

James R. Weir Insurance - \$50,000/\$100,000/\$300,000



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

APPROVAL

Application must be approved by the City or County before submitting to Alcohol and Gambling Enforcement.

North Mankato/Nicollet County
City/County

Date Approved

\$ 50.00
City Fee Amount

Permit Date

4/13/11e
Date Fee Paid

Signature of City Clerk

Signature of Police Chief

CITY OF NORTH MANKATO PARK PERMIT

This permit does reserve space in a City Park.

PERMIT #: 53 -2016 SHELTER: SLP FEE: 80.00

TYPE OF EVENT: Church Picnic DATE VALID: 5-22-16 HOURS: 11Am-7pm

ORGANIZATION: Belgrade United Methodist Church SIZE: 30-50

APPLICANT NAME: Kelsey O'Donnell

ADDRESS: 325 Sherman St CITY: North Mankato

ZIP: 56003 DAYTIME PHONE #: 507-995-2237

TENTS: yes ELECTRICITY: ALCOHOL:

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

AUDIO DEVICES: Yes Mary Ann's Music - Karaoke
Amplified music or band requires Council approval Time - TBD

OTHER: Bounce House, yard games, etc.

PERMIT APPROVED: _____ DATE: _____

PERMIT DENIED: _____

REFER TO COUNCIL: _____

City Clerk

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

PROHIBITED

- * Vehicles are not allowed to be parked or driven on the grass for any reason unless permission is given from the Park Department.
- * Pets (Allowed in Benson Park and Bluff Park only. Must be on a 6' leash).
- * Glass containers.
- * Campfires / Bonfires / Fire rings.
- * 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: Kelsey O'Donnell 4-12-16
Applicant Date

For Office Use Only	Receipt # _____	Online <input type="checkbox"/>	Book <input checked="" type="checkbox"/>	Park <input type="checkbox"/>	Police <input type="checkbox"/>
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CITY OF NORTH MANKATO PARK PERMIT

This permit does reserve space in a City Park.

PERMIT #: 19 -2016 SHELTER: SLP #1 & #2 FEE: 160.00

TYPE OF EVENT: MS Walk DATE VALID: 4-30-16 HOURS: 8A - 10P

ORGANIZATION: MS Society SIZE: 400

APPLICANT NAME: Joslyn Manske

ADDRESS: 241 Pinehurst Dr CITY: Mankato

ZIP: 56001 DAYTIME PHONE #: 507-848-5029

TENTS: Yes ELECTRICITY: Yes ALCOHOL: —

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

AUDIO DEVICES: X

Amplified music or band requires Council approval

Mankato Radio Station 93.1 Stunt Monkey

OTHER: audio: 10am - 1pm music announcing, information

PERMIT APPROVED: X

DATE: 12-9-15

PERMIT DENIED: —

REFER TO COUNCIL: X

[Signature]
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.
- * Campfires / Bonfires / Fire rings.
- * Snowmobiles, ATVs, golfing, swimming, boating and motorized flotation devices.
- * Audio equipment may not be played so loud as to interfere with the reasonable use of the park by others. All audio devices shall end at 8 p.m.

ALLOWED

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

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

SIGNED: [Signature]
Applicant

12/9/15
Date

For Office Use Only

Receipt # R00011428

Online

Book

Park

Police

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item: #7J	Department: City Administrator	Council Meeting Date: 04/18/16
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TITLE OF ISSUE: Consider Authorizing City Administrator to Execute an Operating Service Agreement for the All Seasons Arena.

BACKGROUND AND SUPPLEMENTAL INFORMATION: The Operating Service Agreement between the City of Mankato, the City of North Mankato, the City of Skyline and the County of Blue Earth (owners) and the Independent School District 77 (operator) must be renewed. The owners agree to provide the operator with the sum of forty thousand dollars in operating funds per year. The City of North Mankato's portion is \$8,710.00.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Authorize City Administrator to Execute an Operating Service Agreement for the All Seasons Arena.

For Clerk's Use:

Motion By: _____
 Second By: _____

Vote Record:

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

SUPPORTING DOCUMENTS ATTACHED

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

Other (specify) Agreement

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

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

OPERATING SERVICE AGREEMENT

This Agreement is made between the City of Mankato, the City of North Mankato, the City of Skyline, and the County of Blue Earth (hereinafter jointly referred to as "Owners") and Independent School District 77 (hereinafter referred to as "Operator").

The parties agree that the All Seasons Arena is an asset to the citizens living within the geographical boundaries of the governmental units involved in the Agreement. They further agree that said facility is to be operated in the best interest of the general public. Now, therefore, in order to meet those requirements, it is hereby agreed by the parties hereto as follows:

1.) The Operator shall manage the All Seasons Arena facility through the Community Education and Recreation Advisory Council (CERAC) and Community Education and Recreation Department (CER), an agency of Independent School District 77. CER shall conduct the day-to-day activities and operations at the Arena facility. The Operator shall consult with the Arena Board with reference to operating methods, procedures, programming, and policy. Job descriptions of fulltime employees, salaries, benefits, and individual responsibilities of employees shall be determined by the Arena Board, with input and recommendations for same to be furnished by CERAC/CER. All fulltime employees and personnel will be hired, selected and approved by the Arena Board and shall serve at the discretion of and under such conditions as are established by the Board and employee in any employment agreement which may be established. All fulltime employees shall be reviewed and evaluated on at least an annual basis to determine retention and any adjustments in salary or benefits as may be appropriate.

2.) The Operator shall be responsible for maintaining the financial records and statements of the All Seasons Arena in conformity of Generally Accepted Accounting Principles (GAAP). An audit of the financial statements shall be performed by an independent auditing firm annually. A statement of income and expenses will be prepared by the Operator and presented to the Arena Board on a monthly basis.

3.) The Operator shall limit expenditures to budgeted amount and shall not incur expenses outside budget limitations except with the consent of the Owners.

4.) The Operator shall not be required to advance any funds or pay any portion of the expenses except from income received by the Operator pursuant to the terms of this Agreement.

5.) The term of the Operator's Agreement shall be for a period of three (3) years, expiring June 30, 2019, unless renewed by mutual agreement.

6.) The governmental units designated as Owners shall provide to the Operator the sum of forty thousand dollars (\$40,000) in operating funds per operating year. Proportions are to be based on the formula as outlined in Exhibit A attached hereto and incorporated by reference. Said operating funds are to be requested in writing within fifteen (15) days' notice of desired receipt date. If the census formula changes by 5% or more, adjustment will be made to the formula accordingly. The governmental units will be notified if changes are made.

7.) The Operator does further agree to keep in full force and effect during the terms of this contract, either individually or through Independent School District 77, a general liability insurance policy with coverage for bodily injury liability in the amount of at least two million dollars (\$2,000,000.00) per person, with a limit of one million dollars (\$1,000,000.00) per occurrence. The undersigned individuals state that they have the authority from their respective governmental units and that they execute this Agreement on behalf of said governmental units.

City of Mankato:

BY _____ Its _____

DATE _____

City of North Mankato

BY _____ Its _____

DATE _____

City of Skyline

BY _____ Its _____

DATE _____

County of Blue Earth

BY _____ Its _____

DATE _____

Independent School District 77:

BY _____ Its _____

DATE _____

Exhibit A:

ALL SEASONS ARENA

OWNERSHIP FORMULA

<u>Unit</u>	<u>Unit Share 4-Owners</u>	<u>Owner Share</u>
Mankato	64.7352 %	\$25,894.00
North Mankato	21.7756 %	\$ 8,710.00
Blue Earth County	12.7801 %	\$ 5,112.00
Skyline	.7091 %	\$ 284.00
		\$40,000.00

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item: #9A	Department: Public Works	Council Meeting Date: 04/18/16
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TITLE OF ISSUE: Consider Approving Mankato Zero Waste Grant Application.

BACKGROUND AND SUPPLEMENTAL INFORMATION: Attached please review the MPCA grant application by Mankato Zero Waste. Inclusion in the grant application obligates the City of North Mankato to provide dumpsters, signage, promotion of the program, reporting and supervision of the program.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Approve Mankato Zero Waste Grant Application.

For Clerk's Use:

Motion By: _____
 Second By: _____

Vote Record:

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

SUPPORTING DOCUMENTS ATTACHED

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

Other (specify) Grant Application and Budget

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

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

RESOLUTION NO.

MINNESOTA POLLUTION CONTROL AGENCY
FY 2016-17 GRANT PROGRAM
AUTHORIZATION RESOLUTION

WHEREAS, the City of North Mankato has applied for a grant from the Minnesota Pollution Control Agency (MPCA), under its FY16-17 Environmental Assistance Grant Program; and

WHEREAS, if MPCA funding is received, the City of North Mankato is committed to implementing the proposed project as described in the grant application; and

WHEREAS, MPCA requires that the City of North Mankato enter into a grant agreement with the MPCA that identifies the terms and conditions of the funding award.

BE IT RESOLVED THAT the City of the North Mankato hereby agrees to enter into and sign a grant agreement with the MPCA to carry out the project specified therein and to comply with all of the terms, conditions, and matching provisions of the grant agreement and authorizes and directs the Mayor to sign the grant agreement on its behalf.

Adopted this 18th day of April 2016.

Mayor Mark Dehen

ATTEST:

City Clerk

1. Goal Statement

In the first year, North Mankato will collect 5.52 tons of organic material, diverting that amount from refuse collection and reducing carbon emissions by

By the end of year two, 9.15 tons of organics will be diverted and carbon emissions will be reduced by (Refer to 4 b, Table 1)

2. Project Evaluation Plan

If we have diverted 14.67 tons of organic material from refuse collection by the second year, as measured by the hauler, we will have reached our goal

North Mankato MPCA Project Tasks

Task 1 of 5: Hauling, measuring and recording for one - 4 yard dumpster once a week for 9 months and twice a week for 3 months in a two year period.

Time Frame: 9-1-16 to 9-1-18

Title of Person Responsible: Hauling company

Estimated Funds: Grant: \$3770.12 for two years Match: 0

Task 2 of 5: Education and Promotion

Subtask 2 c: Will answer questions at site and promote events.

Time Frame: 9-1-16 to 9-1-18

Title of Person Responsible: Volunteers

Estimated Funds: Grant: 0 Match: \$1,100.00 (110 hours for 2 years at \$10.00 an hour)

Subtask 2 d: Will promote service through electronic newsletter and email

Time Frame: 9-1-16 to 9-1-18

Title of Person Responsible: North Mankato Public Works Director

Estimated Funds: Grant: 0 Match: \$168.00 (4 hours at \$42.00)

Subtask 2 f: Will obtain dumpster and site signs, promote with utility insert and print handouts

Time Frame: 9-1-16 to 9-1-18

Title of Person Responsible: North Mankato Public Works Director

Estimated Funds: Grant: \$2000.00, Signs \$150.00 Match: 0

Task 3 of 5: Reporting

Subtask 3 a: Will submit an interim report within one year of execution of the grant agreement or at 50% completion of the project, whichever comes first.

Time Frame: 9-1-16 to 9-1-18

Title of Person Responsible: North Mankato Public Works director

Estimated funds: Grant: 0 Match: \$84.00 (2 hours)

Subtask 3 b: Will submit a final report one month prior to the end of the grant agreement or at 100% completion of the project, whichever comes first

Time Frame: 8-1-18 to 9-1-18

Person Responsible: North Mankato Public Works Director

Estimated Funds: Grant: 0 Match: \$126.00 (3 hours)

Task 4 of 5: Administrative Duties: Program Coordinating, will supervise the overall project.

Time Frame 9-1-16 to 9-1-18

Title of Person: North Mankato Public Works Director

Estimated Funds: Grant: 0 Match: \$1470.00 (35 hours at \$42)

Task 5 of 5: Evaluating

Gathering data from haulers and MWPC (Mankato will calculate carbon emissions.)

Time Frame: 9-1-16 to 10-1-18

Title of Person Responsible: Public Works Director/Project manager

Estimated Funds: Grant: 0 Match: 2 hrs. at \$42.00/hr. - Total \$84.00 for 2 years

(Sample) Table 1: Anticipated measurable environmental outcomes (modify to be reflective of your specific project)

Description	Estimated Annual quantity before project (tons/yr)	Estimated annual solid waste quantity to be collected after one year (tons/yr)	Estimated annual quantity at end of two year project (tons/yr)	Estimated economic savings in two years (total dollars)	Estimated greenhouse gas reduction in two years
Solid waste	3,466 Tons	3,460.48 Tons	3,451.33 Tons	\$1,218.78	
Organics (food waste & nonrecyclable paper)		5.52 Tons	9.15 Tons	(\$83.08 tip fee X 14.72 Tons)	
Other					
Other					

EA Budget and Expenditures Report

Environmental Assistance (EA) Grant Program

Doc Type: Grant Application

Budget

Cost Category	Cost (\$/unit)	Quantity (Qty/Unit)	I. Grant Funds	II. Match Cash	III. Match In-kind	IV. Total Budget	V. Expended Previous Periods	VI. Expended This Period	VII. Cumulative Expended + VI	VIII. Budget Balance (IV-VII)
Task 1 of 5: Hauling Fees			\$3,770.12			\$3,770.12				
Task 2 of 5: Education and Promotion										
subtask 2c: volunteers	\$10.00/ hour	110 hrs.			\$1,100.00	\$1,100.00				
subtask 2d: electronic newsletter and emails	\$42.00/ hour	4 hrs.			\$168.00	\$168.00				
subtask 2f: printing/ mailing and signs		4	\$2,150.00			\$2,150.00				
Task 3 of 5: Reporting										
subtask 3a: 1st year report	\$42.00/ hour	2 \$84.00			\$84.00	\$84.00				
subtask 3b: final report	\$42.00/ hour	3 \$126.00			\$126.00	\$126.00				
Task 4 of 5: Administrative Duties										
program coordinating	\$42.00/ hour	35			\$1,470.00	\$1,470.00				
Task 5 of 5: Evaluation										

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item: #9B	Department: Public Works	Council Meeting Date: 04/18/16
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TITLE OF ISSUE: Receive Update on Capital Outlay Expenditures for Parks.

BACKGROUND AND SUPPLEMENTAL INFORMATION: Please review the attached proposed 2016 Park Budget. The City has allocated \$200,000 for park improvements.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Discussion and Questions.

For Clerk's Use:

Motion By: _____
 Second By: _____

Vote Record:

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

SUPPORTING DOCUMENTS ATTACHED

Resolution	Ordinance	Contract	Minutes	Map
<input type="checkbox"/>				
Other (specify) _____				

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

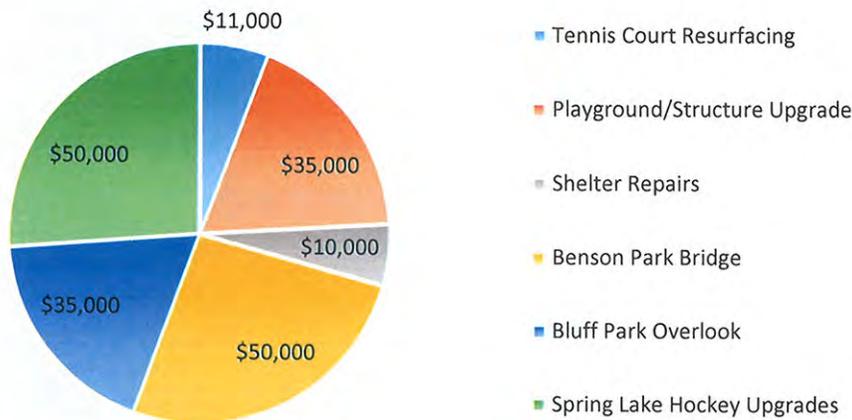
<input type="checkbox"/> Refer to: _____
<input type="checkbox"/> Table until: _____
<input type="checkbox"/> Other: _____

2016 Park Budget

Project	Cost
Tennis Court Resurfacing	\$11,000
Playground/Structure Upgrade	\$35,000
Shelter Repairs	\$10,000
Benson Park Bridge	\$50,000
Bluff Park Overlook	\$35,000
Spring Lake Hockey Upgrades	\$50,000
a. Prairie Restoration	TBD
b. Shelter	TBD
Benson Parking Lot	Other Funding Sources

Total **\$191,000.00**

Cost



CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item: #9C	Department: Public Works	Council Meeting Date: 04/18/16
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TITLE OF ISSUE: Consider Adopting Bluff Park Master Plan as an Amendment to the North Mankato Parks Master Plan.

BACKGROUND AND SUPPLEMENTAL INFORMATION: The Greenway Committee have been working with City staff and a landscape architect from Bolton & Menk to prepare a Master Plan for Bluff Park. A copy of a graphic depicting the Master Plan is attached. The following key elements are envisioned for Bluff Park and are incorporated into the Master Plan:

- Construct a new pavilion overlooking the river valley. The overlook structure would be constructed around several mature trees and would be elevated above the edge of the bluff. The overlook would be handicap accessible and would include a limited amount of seating and interpretive signage for use in educational purposes. A conceptual plan view of the overlook is attached.
- Replace and expand the existing gazebo/picnic shelter such that it will accommodate larger groups. Construction materials and design would be similar to that used for the overlook.
- Construct wood chip paths to complement the existing paved trails to improve access to the several unique groves of trees within the park: Black Maple Grove, Red Oak Grove, and Aspen Grove. The creation of an ornamental tree/orchard arboretum and a small grove of white pines is also planned.
- Continue to develop the native prairie area in the central portion of the park.
- Enhance existing seating and provide interpretive signing throughout the park.
- Replace landscaping around the existing restroom building incorporating native materials and plantings to relate more closely with the overall natural theme of the park.
- Provide collapsible bollards on the trail at the entrance to the park to keep unauthorized motor vehicles out.
- Re-establish trail from the north end of Mary Lane to Lake Street.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Adopt Bluff Park Master Plan as an Amendment to the North Mankato Parks Master Plan.

For Clerk's Use:

Motion By: _____
 Second By: _____

Vote Record:

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

SUPPORTING DOCUMENTS ATTACHED

Resolution	Ordinance	Contract	Minutes	Map
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify) <u>Graphic of Bluff Park</u>				

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

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

BLUFF PARK

MASTER PLAN

LEGEND

1. Parking Lot
2. Restroom Facilities
3. Existing Mary Lane/Lake Street Connector Trail

Scenic Views

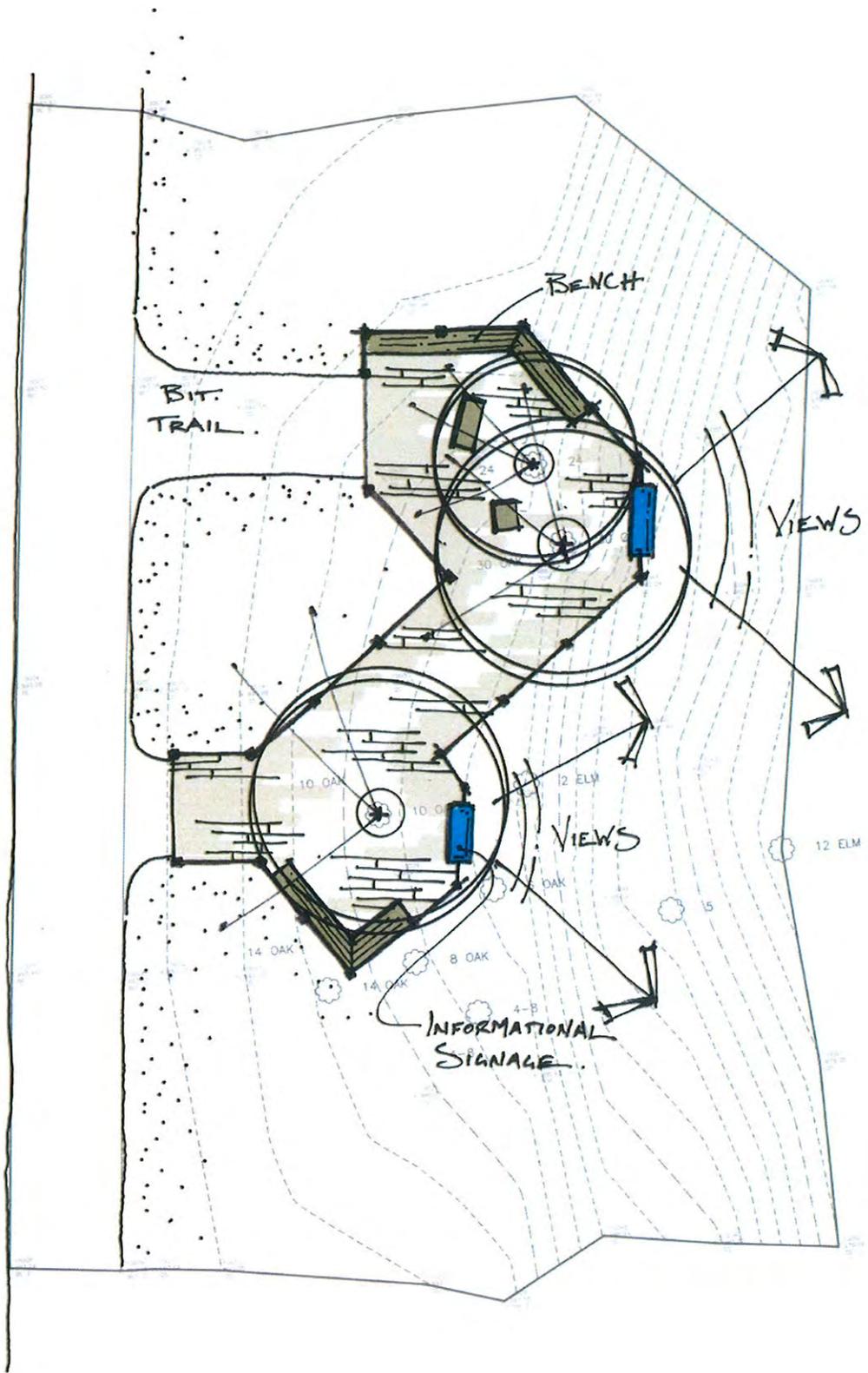
Special Feature Location

Picnic Facilities Location

Unpaved Trail-Woodland Path

Paved Trail-Asphalt





CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item: #9D	Department: City Engineer	Council Meeting Date: 04/18/16
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TITLE OF ISSUE: Review Proposed Modifications to the Municipal Building Entrance and Parking Lot.

BACKGROUND AND SUPPLEMENTAL INFORMATION: At the April 4, 2016 meeting the City Council adopted the 2016-2017 HUD Annual Action Plan in which approximately \$143,000 of Community Development Block Grant (CDBG) federal funds are proposed to be used for modifications to the City of North Mankato Municipal Building entrance and parking lot. Attached is a conceptual layout for the parking lot/entrance modifications for the municipal building. The layouts moves the parking lot back approximately 50' from the building entrance and raises the lot so that the ramp can be completely removed and yet maintain accessibility to the building. The existing ramp is in very poor condition and in our opinion represents a significant liability for injury or falls. The proposed parking lot layout has the added benefit of increasing the number of parking stalls from 43 to 49, including the replacement of the two existing handicap stalls. The area between the building and the parking lot would be filled so that drainage would run away from the building. Based on our preliminary designs, the proposed layout is feasible and would meet all accessibility requirements. We anticipate that the project may also include some landscaping and possibly minor aesthetic enhancements to the building. More information will be provided on those items at a future date. The preliminary estimated cost for the project is \$350,000 to \$400,000, which includes some allowances for minor aesthetic and landscaping improvements as well as engineering and architectural fees.

The following is a possible schedule for the project:
 April 18 Council Meeting – Review Conceptual Plan and Preliminary Cost Estimate
 May 2 Council Meeting – Update with More Detail and Graphics
 May 16 Council Meeting – Review Final Plans with Council
 June 20 Council Meeting – Award Bid
 July 5 – Begin Construction

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Review Schedule.

<p>For Clerk's Use:</p> <p>Motion By: _____ Second By: _____</p> <p>Vote Record:</p> <table style="width:100%; border: none;"> <tr> <td style="width:15%;"></td> <td style="width:15%; text-align: center;">Aye</td> <td style="width:15%; text-align: center;">Nay</td> <td style="width:55%;"></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>		Aye	Nay			_____	_____	Spears		_____	_____	Steiner		_____	_____	Norland		_____	_____	Freyberg		_____	_____	Dehen	<p style="text-align: center;">SUPPORTING DOCUMENTS ATTACHED</p> <table style="width:100%; border: none;"> <tr> <td style="width:20%;">Resolution</td> <td style="width:20%;">Ordinance</td> <td style="width:20%;">Contract</td> <td style="width:20%;">Minutes</td> <td style="width:20%;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td colspan="5">Other (specify) _____</td> </tr> <tr> <td colspan="5">_____</td> </tr> <tr> <td colspan="5">_____</td> </tr> <tr> <td colspan="5">_____</td> </tr> </table>	Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	Other (specify) _____					_____					_____					_____								
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<p><input type="checkbox"/> Workshop</p> <p><input checked="" type="checkbox"/> Regular Meeting</p> <p><input type="checkbox"/> Special Meeting</p>	<p><input type="checkbox"/> Refer to: _____</p> <p><input type="checkbox"/> Table until: _____</p> <p><input type="checkbox"/> Other: _____</p>
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GREENWAY CONSERVATION MANAGEMENT

CITY ADMINISTRATOR DIRECTIVE 01-16

February 2, 2016

INTRODUCTION

Enforcement of this policy is delegated and issued to all departments and employees responsible for management of greenway areas and code enforcement within the City of North Mankato.

DIRECTIVE SECTIONS

1. Background
2. Ditches
3. Outlots Not used for Storm water Holding Ponds
4. Storm Water Holding Ponds
5. Wetlands
6. Bays, Lakes, Ponds
7. Prairies
8. Ravines
9. Scenic Overlooks
10. Emerald Ash Bore Threat
11. Mowing Height

BACKGROUND

The City of North Mankato has 22 dedicated parks totaling 277 acres of land. The parks are classified as neighborhood, community, special use, open space or athletic complexes. Some, but not all, areas in the 277 acres include greenways. The City also maintains ditches, outlots, storm water holding ponds, ravines and other property as greenways. These areas are productive nesting sites for birds and animals that nest on the ground or in low vegetation and can be destroyed because of disturbance during spring and summer. Greenways are an important community amenity and advance the strategic goals of the City of North Mankato by providing outstanding recreational opportunities, vibrant neighborhoods, and an excellent quality of life.

For the purpose of this policy, a North Mankato Greenway is defined as areas highlighted on Exhibit A to this Directive.

DITCHES

1. Summerset Lane Ditch (from end of road to County Road 13)
2. Lor Ray Ditch (from White Oak Drive to Summerset Lane)

Management Directive: Staff will adopt Minnesota Statute 160.232. Staff will spray as necessary to control noxious weeds.

OUTLOTS NOT USED AS STORMWATER HOLDING PONDS

1. Corner of Timm Road & Lor-Ray Drive
2. Area West of Eagle Ridge North Storm Water Pond

Management Directive: Staff will adopt Minnesota Statute 160.232. Staff will spray as necessary to control noxious weeds.

STORM WATER HOLDING PONDS (excludes privately owned ponds)

1. Reserve
2. Eagle Ridge North
3. Eagle Ridge South
4. Arlington Lane
5. Coventry Pond West
6. Coventry Pond East
7. Coventry Court Pond
8. Walter S Farm Park Pond
9. Caswell Park Pond
10. Rockford Road West
11. Rockford Road East
12. Abbywood Lane Pond
13. Camden Court Ravine Pond
14. Aspen Lane Pond
15. Peregrine Lane Pond
16. Edgewood Court Pond
17. Otter Court Pond
18. Parks Edge Pond(s)
19. Pleasant View Park Pond
20. Wells Fargo Pond

Management Directive: From the breakline of the pond to the water, no mowing will occur until after August 1st unless spraying noxious weeds in the area does not successfully control noxious weeds. Staff will spray as necessary to control noxious weeds. Private property owners abutting city owned holding ponds who desire to mow or plant gardens in the 15 foot buffer prescribed in this policy may do so upon approval of the Community Development Director.

WETLANDS

1. 41 & County Road Six Wetland
2. Benson Park Wetland East (a) Benson Park Wetland West (b)
3. Haughton Avenue Wetland

Management Directive: For the Wetland on 41 & County Road Six, staff will continue to work under the directive of the local DNR agent. Typical maintenance includes burning, mowing and spraying noxious weeds. The Benson Park wetland will be spot sprayed as needed and burned

every 3-5 years. The Houghton Avenue Wetland will be maintained under the management practices utilized at the time of this directive. .

BAYS, LAKES, AND PONDS

1. Ladybug Lake
2. Little Bug Bay
3. Benson Park Regional Pond
4. Spring Lake

Management Directive:

Lady Bug Lake – An unmowed 15 foot buffer strip will be sprayed as needed. One - two access points will be cleared along the perimeter of the lake that are no wider than 30 feet.

Little Bug Bay - An unmowed 15 foot buffer strip will be sprayed as needed. One-two access points will be cleared along the perimeter of the lake that are no wider than 30 feet.

Benson Park Regional Pond - An unmowed 15 foot buffer strip will be sprayed as needed. Two – three access points will be cleared along the perimeter of the lake that are no wider than 30 feet.

Spring Lake – The perimeter of Spring Lake will continue to be maintained as it has been as of the date of this directive. When appropriate and feasible, appropriate greenway management practices identified in this policy should be used in the park.

PRAIRIES

1. Benson Prairie
2. Bluff Prairie

Management Directive: Benson Prairie will be maintained according to the Benson Prairie Plan. A Bluff Prairie Plan will be developed mirroring the efforts at Benson Park.

RAVINES

Management Directive:

- Maintenance roads and trails will be maintained with sand unless a pedestrian safety issue is present.
- Unpaved pedestrian trails will incorporate wood chips to prevent erosion.
- Trees in ravines will not be maintained unless safety is an issue.
- Invasive species such as sumac and buckthorn shall be removed and treated when they are observed to be colonizing

- Removed trees should be removed flush with the ground and pruning should be done by the best practices method established by the University of Minnesota and times of year to limit the chance of disease.

SCENIC OVERLOOKS

1. Bluff Park
2. Lookout Drive Overlook

Management Directive: Trees along scenic bluffs shall be maintained or removed to provide optimum aesthetics.

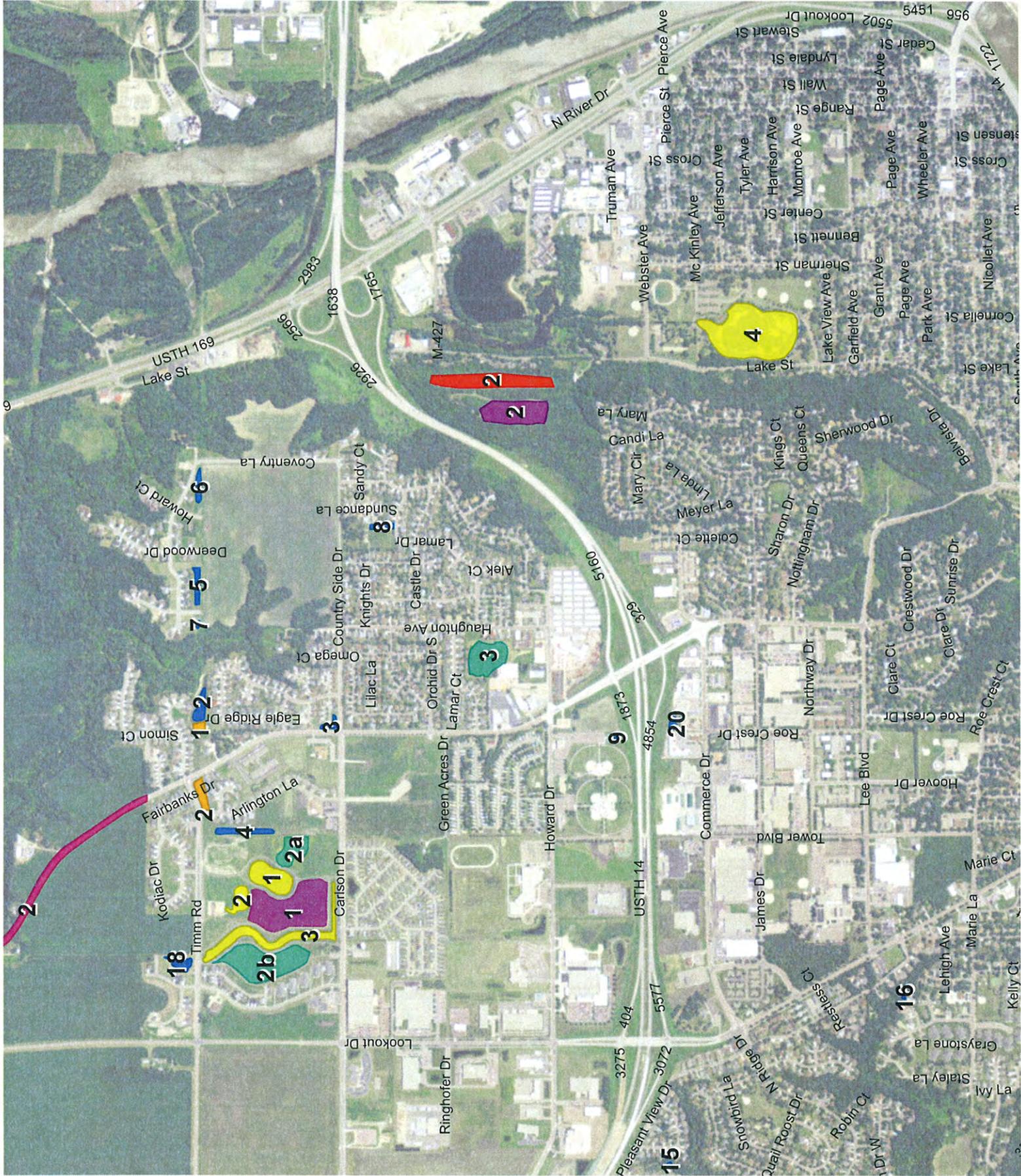
EMERALD ASH BORE THREAT & OTHER SPECIES AS NEED BE

Management Directive: Staff is directed to evaluate and remove Ash trees determined to be mismanaged or unhealthy. Trees that are removed can be replaced by a specie selected by the City Forester. Ash trees determined to be of high value are to be inoculated.

MOWING HEIGHT

Management Directive: Staff is directed to maintain parks and greenways that are regularly mowed at a height of 3 inches.

Questions regarding implementation of this directive should be directed to Brad Swanson, Public Works Director (507-625-4141) or Michael Fischer, Community Development Director (507-625-4141)



DITCHES

- 1** Somerset
 - 2** Lor-Ray D
- OUTLOTS NOT**
- 1** Corner of
 - 2** Area West
- STORM WATER**
- 1** Reserve
 - 2** Eagle Ridg
 - 3** Eagle Ridg
 - 4** Arlington I
 - 5** Coventry I
 - 6** Coventry f
 - 7** Coventry (
 - 8** Walter S. I
 - 9** Caswell P.
 - 10** Rockford f
 - 11** Rockford f
 - 12** Abbywood
 - 13** Camden C
 - 14** Aspen Lar
 - 15** Peregrine
 - 16** Edgewood
 - 17** Offer Cour
 - 18** Parks Edg
 - 19** Pleasant V
 - 20** Wells Farç

WETLANDS

- 1** 41 & Cour
 - 2a** Benson P.
 - 2b** Benson P.
 - 3** Haughton
- BAYS, LAKES,**
- 1** Ladybug L
 - 2** Little Bug
 - 3** Benson P.
 - 4** Spring Lat