

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 December 5, 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 Norland, Freyberg, Spears, and Steiner, City Administrator Harrenstein, Finance Director McCann, Attorney Kennedy, City Planner Fischer, Public Works Director Swanson and City Clerk Van Genderen.

Approval of Agenda

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

Approval of Council Meeting Minutes

Council Member Steiner moved, seconded by Council Member Norland, to approve the minutes of the Council meeting of November 21, 2016. Vote on the motion: Norland, Freyberg, Spears, Steiner and Dehen aye; no nays. Motion carried.

Public Hearing – 7 p.m., 2017 Budget and 2017-2021 Five-Year Capital Improvement Plan. Barb Church, 102 Wheeler Avenue, appeared before Council and stated that in the earlier discussion of a proposed 2017-2026 Capital Improvement Plan it appears that 40% of Capital Improvement has been directed to a regional recreation complex. Administrator Harrenstein stated he did not know exactly what Ms. Church was referring to as he did not have the document, but a regional recreation complex had been plugged into the CIP as one option. Ms. Church stated there should be more discussion on the budget. Council Member Steiner indicated this was not the first time the budget has been discussed. With no one else appearing before Council, Mayor Dehen closed the Public Hearing.

Public Hearing – 7 p.m., Setting Rates and Charges for Municipal Utilities. Barb Church, 102 Wheeler Avenue, appeared before Council and stated her concern about the base rate increase. She indicated the increase should be on usage not the base rate because those that use more should pay more. Phil Henry, 1300 Noretta Drive, appeared before Council and requested clarification on whether or not Caswell Park was metered. Administrator Harrenstein indicated it was metered, but did not know how much water was used at the park. Mr. Henry reported he believed it takes 27,000 gallons of water to put 1-inch of water on 1-acre of land. With no one else appearing before Council, Mayor Dehen closed the Public Hearing.

Public Hearing -7 p.m., Proposed Amendments to City Code Chapter 54, Stormwater. City Engineer Dan Sarff appeared before Council and stated the proposed City Code amendments were discussed at the November 21, 2016 Council Meeting. He stated he would suggest one change to the proposed ordinance. Engineer Sarff indicated he had previously stated that in the land disturbance activity the threshold of 5,000 square feet was less restrictive than the permit. This information was incorrect. The permit allows up to 1-acre, so 5,000 square feet would be more restrictive. He recommended modifying the Ordinance to follow the less restrictive 1-acre. With no one else appearing before Council, Mayor Dehen closed the Public Hearing.

Public Hearing – 7 p.m. Proposed Amendments to City Code Section 156.038, R-1S, One Family Dwelling, Small Lot. Barb Church, 102 Wheeler Avenue, appeared before Council and stated the Council should consider using the Planning Commission recommendations, not City staff

recommendations because the Planning Commission spent a lot of time debating the issue. With no one else appearing before Council, Mayor Dehen closed the Public Hearing.

Consent Agenda

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

- A. Bills and Appropriations.
- B. Res. No. 97-16 Adopting Resolution Approving Donations/Contributions/Grants.
- C. Approved License Renewals for 2017.
- D. Set Public Hearing for 7 p.m. on December 19, 2016 to Consider Proposed Improvements to the Sidewalk at 638 Belgrade Avenue.
- E. Set Public Hearing for 7 p.m. on December 19, 2016 to Consider Proposed Improvements to the Sidewalk at 538 Page Avenue.
- F. Set Public Hearing for 7 p.m. on December 19, 2016 for the Annual Stormwater Pollution Prevention Program (SWPPP) Review.

Vote on the motion: Norland, Freyberg, Spears, Steiner and Dehen aye; no nays. Motion carried. Council Member Spears asked for clarification on whether the City would be reimbursed by Business on Belgrade for the Bells on Belgrade Rainbow Country Experience trolley rides. Administrator Harrenstein stated he did not request reimbursement from Business on Belgrade. Council Member Spears requested clarification on the support for Business on Belgrade. Administrator Harrenstein reported the proposed 2017 Budget does not include increased allocations. Council Member Spears requested clarification on where supplies for the hockey rink in Spring Lake Park was allocated. Administrator Harrenstein indicated the expense came out of the Parks budget capital outlay.

Public Comments

None.

Business Items

Res. No. 98-16 Setting Rates and Charges for Municipal Utilities. Council Member Spears stated he would support this resolution but believes future rate increases should be placed on the overage, not the base rate. **Council Member Freyberg moved, seconded by Council Member Steiner to adopt Res. No. 98-16 Setting Rates and Charges for Municipal Utilities. Vote on the motion: Norland, Freyberg, Spears, Steiner and Dehen aye; no nays. Motion carried.**

Ordinance No. 82, Fourth Series, An Ordinance of the City of North Mankato, Minnesota, Amending North Mankato City Code, Title IV, Public Works, Chapter 54, Stormwater. Council Member Freyberg moved, seconded by Council Member Norland to adopt Ordinance No. 82, Fourth Series, An Ordinance of the City of North Mankato, Minnesota, Amending North Mankato City Code, Title IV, Public Works, Chapter 54, Stormwater striking the following language from the ordinance:

54.05 (C) Definitions: Land Disturbance:

- (c) Additions or modifications to existing single family structures which result in creating under five thousand (5,000) square feet of exposed soil or impervious surface.
- (d) Construction, installation, and maintenance of fences, signs, posts, poles, and electric, telephone, cable television, utility lines or individual service connections to these utilities, which

result in creating under five thousand (5,000) square feet of exposed soil or impervious surface. **Vote on the motion: Norland, Freyberg, Spears, Steiner and Dehen aye; no nays. Motion carried.**

Ordinance No. 83, Fourth Series an Ordinance of the City of North Mankato, Minnesota, Amending North Mankato City Code, Title XV, Land Use, Chapter 156: Zoning Code. Council Member Freyberg stated he reviewed the information and did not agree with the use of the word affordable, as it is a difficult word to define. He stated reducing the block size from 7,500 to 6,000 square feet would not necessarily make housing more affordable. Council Member Freyberg also expressed concerns over the quality of housing being built and whether individuals who bought these homes would be able to build equity. Council Member Spears stated the reduction in lot size may reduce the cost enough to assist workforce housing. He indicated a lot of little reductions can make a difference, but if it is not going to make a difference why make the effort. Mayor Dehen stated currently there are 8 houses being built in Mankato and North Mankato does not have 8 houses being built due to lot costs. He stated the area being discussed is north of Benson Park and is not attractive for larger lots. Mayor Dehen stated maybe a compromise would be a possibility. Council Member Freyberg stated that while he recognized that millennials did not feel prepared to purchase homes at the current market value, he did not want to build cheaper housing over what could be a trend. Council Member Norland stated the goal was to draw people to the community and it is an assumption that the houses will be built poorly. She indicated infrastructure costs may be cheaper on smaller lots. Mayor Dehen indicated the builders could consider using a P.U.D. Administrator Harrenstein stated staff recommendations are in response to market conditions. Builders have purchased the property to provide entry level housing but if changes are not made to the code they will build elsewhere. Administrator Harrenstein indicated the City had three pillars; industrial development, single family homes and recreational assets. If the City does not accommodate the construction of single family homes the City will not continue to grow. City Administrator Harrenstein reported the lot sizes are still large and quality will not be compromised. He indicated the problem with the Planning Commission recommendations was that they failed to make a complete recommendation and the changes did not meet the stated needs of the developers. Administrator Harrenstein stated if the City is not going to incentivize hotels or other commercial ventures the only way to obtain this growth is to increase the community population by assisting developers. He reported the development would be considered workforce housing not affordable housing. Council Member Freyberg asked for clarification on who would be considered workforce. He indicated it could not be those making \$30,000 or less. Administrator Harrenstein stated the City has housing opportunities for those making less than \$30,000 a year and this housing would be for those making more than \$30,000. Attorney Kennedy stated City staff operates under the assumption that the Council would like the community to grow, increasing the tax base. If the Council does not want the community to grow, City staff needs to be informed. Attorney Kennedy reported the proposed housing would not be considered affordable housing as the planned houses would cost approximately \$250,000. He stated affordable housing would be renting or purchasing an old house and fixing it up; which is sweat equity. **Council Member Spears moved, seconded by Council Member Norland to adopt Ordinance No. 83, Fourth Series an Ordinance of the City of north Mankato, Minnesota, Amending North Mankato City Code, Title XV, Land Use, Chapter 156: Zoning. Vote on the motion: Norland, Spears, Steiner and Dehen aye; Freyberg nay. Motion carried.**

Res. No. 99-16 Authorizing Revisions to the North Mankato Capital Asset Policy. Finance Director McCann stated the changes had been reviewed at the November 21, 2016 Council Meeting

and he had not received any requests for changes from Council Members. **Council Member Steiner moved, seconded by Council Member Norland to adopt Res. No. 99-16 Authorizing Revisions to the North Mankato Capital Asset Policy. Vote on the motion: Norland, Freyberg, Spears, Steiner and Dehen aye; no nays. Motion carried.**

Consider Resolution Adopting the City Council Handbook. Council Member Steiner moved, seconded by Council Member Norland to adopt Resolution adopting the City Council Handbook. Council Member Spears stated he had several issues with the proposed City Council Handbook. He stated he would like several sentences struck. He stated he represented the citizens and if he did not agree with the Council position he should not be required to support the official position of the Council. He also reported he wanted the statement struck that states Council members will direct extensive information requests to the City Council or City Administrator not directly to City staff. Mayor Dehen stated Council members have the opportunity to state their positions during discussion of any Council action and once the decision is made Council Members should support the Council decisions. Council Member Spears stated he would not restrict his freedom. Mayor Dehen stated the request for information should be directed to the City Administrator as it is inappropriate to ask for large amounts of information directly from City staff. It does not say the Council Member will not get the information just that the request will go through the City Administrator. Council Member Spears stated he could ask and they could refuse but he will not restrict who he will ask. Mayor Dehen stated it only directs the request through the City Council or the City Administrator. **Vote on the motion: Freyberg and Dehen aye; Norland, Spears and Steiner nay. Motion failed. Council Member Steiner moved, seconded by Council Member Norland to table the adoption of the City Council Handbook. Vote on the motion: Norland, Freyberg, Spears, Steiner and Dehen aye; no nays. Motion carried.** Council Member Norland requested brief descriptions of Council Committee roles. She stated the personnel committee should be defined and a stipulation included that states no personnel information is made public.

City Administrator and Staff Comments

Receive Community Development Annual Report. City Planner Fischer presented a brief summary of the Community Development accomplishments during 2016.

Caswell Sports Report. City Administrator Harrenstein presented a PowerPoint providing an overview of Caswell Sports. He stated the economic impact is greater than expected and the organization is partnering with local, state, and national organizations. Caswell Sports is no longer just a softball complex, rather, it is a recreational event organization. City Administrator Harrenstein stated there was an increase in economic benefit and number of visitors from 2015 to 2016 largely due to the work of Caswell Sports Director Phil Tostenson who brought in additional events including acquiring the entire Minnesota State Cup tournament for soccer and the NAFA World Series. The NAFA World Series alone brought in 83 teams from 23 states including 4 provinces in Canada. Caswell Sports soccer complex brought in a total of 33,500 visitors with an estimated economic impact of \$4,550,000 while the softball complex brought in 69,770 visitors with an estimated economic impact of \$7,527,000. Caswell Sports also encompasses other events including the North Star Bike Race, Bumpers on Belgrade and Rip Roar Triathlon. City Administrator Harrenstein stated Caswell Sports is looking for additional ways to obtain revenue including beer sales in 2017, increased advertising and sponsorship. Council Member Spears stated after reviewing the operational costs that certain costs are not accounted for so he believes the benefits are overstated. Council Member Freyberg thanked Caswell Sports Director Tostenson for his hard work.

Public Works Director Swanson thanked his staff for setting up and working during Bells on Belgrade. He stated it was a fun and well attended event. Council Member Steiner thanked the staff and Business on Belgrade for the event.

Mayor and Council Comments

Council Member Norland reminded residents that Community Education and Recreation has a variety of classes available.

Council Member Norland thanked Rick Oglesby for volunteering to pick-up trash along Lookout Drive, Lee Boulevard and Judson Bottom Road.

Mayor Dehen stated he would be attending YWCA's Time to Talk about Diversity event.

Public Comments

Barb Church, 102 Wheeler Avenue, appeared before Council and stated the water used on the soccer fields could cost thousands of dollars.

Phil Henry, 1300 Noretta Drive, appeared before Council and stated during a dry year a lot of water could be used to water Caswell. He reported he nearly hit a few bicyclists when they were biking without sufficient lights and requested Mayor Dehen, through the Bicycle Commission, remind bicyclists to wear appropriate clothing. Mr. Henry stated he disagreed with language used in the City Council Handbook.

There being no further business, on a motion by Council Member Norland, seconded by Council Member Steiner, the meeting adjourned at 8:31 p.m.

Mayor

City Clerk

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 7	Dept: City Engineer	Council Meeting Date: 12/19/16																												
TITLE OF ISSUE: Public Hearing -7 p.m. on December 19, 2016 Annual Stormwater Pollution Prevention Program (SWPPP) Review.																														
BACKGROUND AND SUPPLEMENTAL INFORMATION: MS4 annual reporting requires that the City provide an opportunity each year for the public to provide input on the adequacy of the Stormwater Pollution Prevention Program (SWPPP).																														
If additional space is required, attach a separate sheet																														
REQUESTED COUNCIL ACTION: Public Hearing.																														
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Spears</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Freyberg	_____	_____	Spears	_____	_____	Steiner	_____	_____	Norland	_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) Memo _____ <u>Notice of Hearing</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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NOTICE OF PUBLIC HEARING ON STORMWATER AND ANNUAL
STORMWATER POLLUTION PREVENTION PROGRAM (SWPPP) REVIEW

NOTICE IS HEREBY GIVEN that the City Council of the City of North Mankato, Minnesota, will meet in the Council Chambers of the Municipal Building, 1001 Belgrade Avenue, North Mankato, Minnesota at 7 p.m. on the 19th day of December 2016, to hold a public hearing to provide an opportunity for the public to provide input on the adequacy of the City's Stormwater Pollution Prevention Program (SWPPP).

Such persons as desire to be heard with reference to the Stormwater Pollution Prevention Program will be heard at this meeting.

Dated this 5th day of December 2016

April Van Genderen
City Clerk
City of North Mankato

AFFIDAVIT OF PUBLICATION

State of Minnesota, ss.
County of Blue Earth

Steve Jameson, being duly sworn, on oath states as follows:

1. I am the publisher of The Free Press, or the publisher's designated agent. I have personal knowledge of the facts stated in this Affidavit, which is made pursuant to Minnesota Statutes §331A.07.
2. The newspaper has complied with all of the requirements to constitute a qualified newspaper under Minnesota law, including those requirements found in Minnesota Statutes §331A.02.
3. The dates of the month and the year and day of the week upon which the public notice attached/copied below was published in the newspaper are as follows:

The printed notice which is attached was cut from the columns of said newspaper, and was printed and published once each week, for 1 successive weeks; it was first published on Thursday, the 8 day of December, 2016, and was thereafter printed and published on every Thursday to and including Thursday, the 8 day of December, 2016; and printed below is a copy of the lower case alphabet from A to Z, both inclusive, which is hereby acknowledged as being the size and kind of type used in the composition and publication of the notice:

abcdefghijklmnopqrstuvwxyz

4. The Publisher's lowest classified rate paid by commercial users for comparable space, as determined pursuant to § 331A.06, is as follows: \$26.88.
5. Pursuant to Minnesota Statutes §580.033 relating to the publication of mortgage foreclosure notice: The newspaper's known office is located in Blue Earth County. The newspaper complies with the conditions described in §580.033, subd. 1, clause (1) or (2). If the newspaper's known office of issue is located in a county adjoining the county where the mortgaged premises or some part of the mortgaged premises described in the notice are located, a substantial portion of the newspaper's circulation is in the latter county.

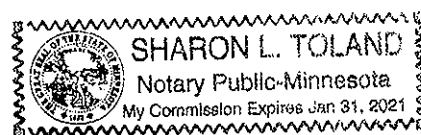
FURTHER YOUR AFFIANT SAITH NOT.

By: Steve Jameson
Steve Jameson, Publisher

Subscribed and sworn to before me on this 8 day of December, 2016.

Sharon Toland
Notary Public

December 8, 2016
NOTICE OF
PUBLIC HEARING ON
STORMWATER AND ANNUAL
STORMWATER POLLUTION
PREVENTION PROGRAM
(SWPPP) REVIEW
NOTICE IS HEREBY GIVEN that the City Council of the City of North Mankato, Minnesota, will meet in the Council Chambers of the Municipal Building, 1001 Belgrade Avenue, North Mankato, Minnesota at 7 p.m. on the 19th day of December 2016, to hold a public hearing to provide an opportunity for the public to provide input on the adequacy of the City's Stormwater Pollution Prevention Program (SWPPP). Such persons as desire to be heard with reference to the Stormwater Pollution Prevention Program will be heard at this meeting.
Dated this 5th day of December 2016.
April Van Genderen
City Clerk
City of North Mankato





**BOLTON
& MENK**

Real People. Real Solutions.

1960 Premier Drive
Mankato, MN 56001-5900

Ph: (507) 625-4171
Fax: (507) 625-4177
Bolton-Menk.com

MEMORANDUM

Date: December 13, 2016
To: Mayor Dehen and City Council Members
From: Daniel R. Sarff, P.E., City Engineer *[Signature]*
CC: John Harrenstein, City Administrator
Brad Swanson, Public Works Director
Michael Fisher, City Planner
Subject: **Public Hearing to Receive Input on the Adequacy of the City of North Mankato's Stormwater Pollution Prevention Program (SWPPP)**

The Minnesota Pollution Control Agency (MPCA) administers the requirements of the federal Clean Water Act in addition to its own State Disposal System requirements. At the MPCA, the Stormwater Program includes three general stormwater permits, including the Municipal Separate Storm Sewer System (MS4) Permit. The MS4 General Permit is designed to reduce the amount of sediment and pollution that enters surface and ground water from storm sewer systems to the maximum extent practicable. Because the City of North Mankato has a population greater than 10,000, it must comply with the MS4 permit requirements.

The City's MS4 permit requires the City to develop and maintain a stormwater pollution prevention program (SWPPP) that incorporates best management practices (BMPs) applicable to their City. The SWPPP describes the City's plan to meet each of the six Minimum Control Measures described by the permit. They are:

- No. 1 - Public Education and Outreach on Stormwater Impacts: Distribute educational materials and perform outreach activities to inform citizens about the many ways stormwater becomes polluted and the impacts polluted stormwater runoff discharges can have on water quality.
- No. 2 - Public Participation and Involvement: Provide opportunities for citizens to participate in program development and implementation, including effectively publicizing public meetings and/or encouraging citizen representatives on a stormwater management panel or committee.
- No. 3 - Illicit Discharge Elimination: Develop and implement a plan to detect and eliminate illicit discharges to the storm sewer system including developing a system map and informing the community about the hazards associated with illegal discharges and improper disposal of waste.
- No. 4 - Construction Site Stormwater Runoff Control: Develop, implement and enforce an erosion and sediment control program including ordinances for construction activities that disturb 1 or more acres of land. The City does have the freedom to extend and enforce this type of rule on some smaller area if it so desires.
- No. 5 - Post-Construction Stormwater Management in New Development and Redevelopment: Develop, implement and enforce a program to address discharges of post-construction storm water run-off from new development and redevelopment areas.

- No. 6 - Pollution Control and Good Housekeeping for Municipal Operations: Develop and implement a program with the goal of preventing or reducing pollutant runoff from municipal operations.

The tasks described are not one-time efforts - they will continue throughout the permit period and beyond to maintain water quality.

Progress continues to be made on an annual basis in the various tasks listed in the SWPPP. The most significant accomplishment in 2016 was the updating of the portion of the City Code dealing with stormwater and illicit discharges (Chapter 54 – Stormwater). This update included changes to design criteria and permanent stormwater BMP's such that the requirements are consistent with the permit requirements. The updates also included the adoption of an Enforcement Response Procedure covering construction stormwater management and erosion control, post-construction (permanent) stormwater management, and illicit discharges to the stormwater system.

The MS4 permit includes a requirement that the City provide a minimum of one opportunity each year for the public to provide input on the adequacy of the City's SWPPP. This opportunity will be provided at the December 19th council meeting during the Public Hearing portion of the agenda. I will be at the council meeting to address any questions from the Council or the public.



City of North Mankato, MN

Claims List - Regular

By Vendor Name

Date Range: 12-19-16

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK						
00009	A-1 KEY CITY LOCKSMITHS, INC	12/19/2016	Regular	0	467.00	86453
02433	ADVANCED AUTO PARTS	12/19/2016	Regular	0	60.51	86454
00047	ALLSTATE PETERBILT LLC	12/19/2016	Regular	0	13,343.95	86455
00101	AT&T MOBILITY	12/13/2016	Regular	0	26.03	86450
00123	BATTERIES+BULBS	12/19/2016	Regular	0	37.44	86456
02501	BETH'S SEW & SO	12/19/2016	Regular	0	45.00	86457
00174	BOLTON & MENK, INC.	12/19/2016	Regular	0	52,216.15	86458
00216	C & S SUPPLY CO, INC.	12/19/2016	Regular	0	116.18	86459
02502	CITY CENTER HOTEL	12/19/2016	Regular	0	10,529.25	86460
00258	CITY OF MANKATO-WATER BILL	12/19/2016	Regular	0	22.51	86461
00303	CRAWLER WELDING, INC.	12/19/2016	Regular	0	249.38	86462
00310	CRYSTEEL TRUCK EQUIPMENT, INC	12/19/2016	Regular	0	69.51	86463
00316	CUSTOM CAKE CREATIONS	12/19/2016	Regular	0	145.00	86464
02275	DEM-CON MATERIALS & RECOVERY	12/19/2016	Regular	0	349.52	86465
00348	DIRT MERCHANT, INC.	12/19/2016	Regular	0	500.00	86466
02500	DRUMM, JENNIFER	12/19/2016	Regular	0	350.00	86467
00401	EXPRESS SERVICES, INC.	12/19/2016	Regular	0	751.52	86468
00432	FLEETPRIDE	12/19/2016	Regular	0	134.19	86469
00447	FREE PRESS	12/19/2016	Regular	0	129.01	86470
00462	G & K SERVICES	12/19/2016	Regular	0	130.36	86471
00473	GENERATOR SYSTEM SERVICES, INC.	12/19/2016	Regular	0	801.04	86472
00493	GOODWIN, TONY	12/19/2016	Regular	0	800.00	86473
00494	GOPHER STATE ONE-CALL	12/19/2016	Regular	0	126.90	86474
00508	GREEN TECH RECYCLING, LLC	12/19/2016	Regular	0	1,972.80	86475
00525	HANCOCK CONCRETE PRODUCTS LLC	12/19/2016	Regular	0	256.00	86476
00544	HENDRICKSON, CHRISTOPHER	12/19/2016	Regular	0	288.48	86477
02214	HOFFMAN, WAYNE	12/19/2016	Regular	0	727.50	86478
00584	HOWARD DRIVE LLC	12/19/2016	Regular	0	7,066.24	86479
00608	INGRAM LIBRARY SERVICES	12/19/2016	Regular	0	5,623.42	86480
02429	J D TRUFFLES CATERING	12/19/2016	Regular	0	360.00	86481
00680	J.J. KELLER & ASSOCIATES, INC.	12/19/2016	Regular	0	822.95	86482
01275	JADD SEPPMANN & SONS, LLP	12/19/2016	Regular	0	470.00	86483
00639	JOHN DEERE FINANCIAL	12/19/2016	Regular	0	195.96	86484
02473	JONES LIBRARY SALES, INC.	12/19/2016	Regular	0	507.00	86485
00657	JT SERVICES	12/19/2016	Regular	0	521.26	86486
00691	KENNEDY & KENNEDY LAW OFFICE	12/19/2016	Regular	0	889.00	86487
00700	KLEIST, RANDY M.	12/19/2016	Regular	0	53.45	86488
00720	KWIK TRIP, INC.	12/19/2016	Regular	0	13,795.17	86489
00731	LAGER'S OF MANKATO, INC.	12/19/2016	Regular	0	246.40	86490
00743	LARKSTUR ENGINEERING & SUPPLY, INC.	12/19/2016	Regular	0	124.14	86491
00723	LJP ENTERPRISES, INC	12/19/2016	Regular	0	38,142.23	86492
00776	LLOYD LUMBER CO.	12/19/2016	Regular	0	153.86	86493
00780	LOCATORS & SUPPLIES, INC.	12/19/2016	Regular	0	486.44	86494
00797	MAC TOOLS DISTRIBUTOR	12/19/2016	Regular	0	156.41	86496
00819	MANKATO FORD, INC.	12/19/2016	Regular	0	520.20	86497
00847	MATHESON TRI-GAS, INC.	12/19/2016	Regular	0	337.54	86498
00857	MC GOWAN WATER CONDITIONING, INC.	12/19/2016	Regular	0	51.30	86499
00874	MENARDS-MANKATO	12/19/2016	Regular	0	247.96	86500
02179	MES (MUNICIPAL EMERGENCY SERVICES)	12/19/2016	Regular	0	2,473.72	86501
00902	MINNESOTA IRON & METAL CO	12/19/2016	Regular	0	88.20	86502
00935	MINNESOTA PIPE & EQUIPMENT	12/19/2016	Regular	0	4,726.36	86503
00956	MINNESOTA WASTE PROCESSING CO.	12/19/2016	Regular	0	24,299.10	86504
02121	MN PIE	12/19/2016	Regular	0	175.00	86505
00985	MOSS & BARNETT	12/19/2016	Regular	0	1,500.00	86506
00987	MOTION INDUSTRIES, INC.	12/19/2016	Regular	0	6.51	86507
01037	NICOLLET COUNTY	12/19/2016	Regular	0	1,034.64	86508
01052	NORTH CENTRAL INTERNATIONAL	12/19/2016	Regular	0	128.84	86509
01056	NORTH MANKATO FIREMEN'S RELIEF ASSOCIA	12/19/2016	Regular	0	69,719.05	86510
01056	NORTH MANKATO FIREMEN'S RELIEF ASSOCIA	12/19/2016	Regular	0	6,805.00	86511
01064	NORTHERN STATES SUPPLY, INC.	12/19/2016	Regular	0	52.18	86512

01083	OVERDRIVE, INC.	12/19/2016	Regular	0	2,297.35	86513
02005	PANTHEON COMPUTERS	12/19/2016	Regular	0	5,379.70	86514
01090	PARAGON PRINTING, MAILING & SPECIALTIES	12/19/2016	Regular	0	3,340.77	86515
01093	PAULSON, ANDREAS	12/19/2016	Regular	0	155.00	86516
01106	PETTY CASH	12/08/2016	Regular	0	20.90	86448
01106	PETTY CASH	12/19/2016	Regular	0	156.88	86517
01133	POWERPLAN/RDO EQUIPMENT	12/19/2016	Regular	0	4,799.77	86518
01162	QUEST DIAGNOSTICS	12/19/2016	Regular	0	65.34	86519
01166	RADIO MANKATO	12/19/2016	Regular	0	250.00	86520
02497	RF3 INDUSTRIES LLC	12/19/2016	Regular	0	157.10	86521
01211	RIVER BEND BUSINESS PRODUCTS	12/19/2016	Regular	0	1,508.75	86522
01285	SIRSIDYNIX	12/19/2016	Regular	0	30,092.77	86523
01079	SMC-SOUTHERN MINNESOTA CONSTRUCTION	12/19/2016	Regular	0	10,811.17	86524
01323	SPS COMPANIES, INC.	12/19/2016	Regular	0	261.56	86525
01335	STAPLES ADVANTAGE	12/19/2016	Regular	0	164.21	86526
01091	STOREY KENWORTHY & MATT PARROTT	12/19/2016	Regular	0	501.07	86527
01360	SURPLUS SERVICES	12/02/2016	Regular	0	70.00	86445
01380	TEXAS REFINERY CORP.	12/19/2016	Regular	0	722.00	86528
01400	TIMM, ROBERT F	12/19/2016	Regular	0	2,000.00	86529
02503	TIMM, RONALD	12/19/2016	Regular	0	2,000.00	86530
01402	TIRE ASSOCIATES	12/19/2016	Regular	0	694.78	86531
01438	UNIFORMS UNLIMITED INC	12/19/2016	Regular	0	1,104.00	86532
01477	VIKING ELECTRIC SUPPLY, INC.	12/19/2016	Regular	0	517.86	86533
01486	VON BERGE, DAVID	12/19/2016	Regular	0	52.99	86534
01507	WAYNE'S AUTO BODY, INC.	12/19/2016	Regular	0	223.00	86535
01515	WELLS FARGO BANK, N.A.	12/19/2016	Regular	0	1,850.00	86536
01525	WEST CENTRAL SANITATION, INC.	12/19/2016	Regular	0	25,780.83	86537
01552	WW BLACKTOPPING, INC	12/19/2016	Regular	0	1,225.75	86538
01562	ZAHL EQUIPMENT SERVICE, INC.	12/19/2016	Regular	0	207.00	86539
01568	ZIEGLER, INC.	12/19/2016	Regular	0	39,097.51	86540
00012	ABDO, EICK & MEYERS, LLP	12/09/2016	Bank Draft	0	1,050.00	DFT0000757
00024	AEM FINANCIAL SOLUTIONS LLC	12/07/2016	Bank Draft	0	2,500.00	DFT0000747
00241	CHARTER COMMUNICATIONS	12/06/2016	Bank Draft	0	7.76	DFT0000743
00241	CHARTER COMMUNICATIONS	12/14/2016	Bank Draft	0	403.96	DFT0000769
02058	CONSOLIDATED COMMUNICATIONS	12/07/2016	Bank Draft	0	3,139.81	DFT0000748
02058	CONSOLIDATED COMMUNICATIONS	12/09/2016	Bank Draft	0	30.61	DFT0000758
02058	CONSOLIDATED COMMUNICATIONS	12/09/2016	Bank Draft	0	42.94	DFT0000759
02058	CONSOLIDATED COMMUNICATIONS	12/09/2016	Bank Draft	0	32.39	DFT0000760
02058	CONSOLIDATED COMMUNICATIONS	12/09/2016	Bank Draft	0	254.92	DFT0000761
02058	CONSOLIDATED COMMUNICATIONS	12/09/2016	Bank Draft	0	40.62	DFT0000762
02058	CONSOLIDATED COMMUNICATIONS	12/09/2016	Bank Draft	0	37.95	DFT0000763
00311	CULLIGAN WATER CONDITIONING	12/07/2016	Bank Draft	0	40.50	DFT0000746
00449	FREE PRESS MEDIA	12/09/2016	Bank Draft	0	287.88	DFT0000755
00606	INDUSTRIAL FABRICATION SERVICES, INC.	12/07/2016	Bank Draft	0	170.00	DFT0000749
00733	LAKES GAS CO #10	12/07/2016	Bank Draft	0	79.80	DFT0000750
00733	LAKES GAS CO #10	12/14/2016	Bank Draft	0	159.95	DFT0000770
00749	LAWSON PRODUCTS, INC	12/14/2016	Bank Draft	0	389.55	DFT0000765
00775	LJP WASTE & RECYCLE, LLC	12/14/2016	Bank Draft	0	240.00	DFT0000766
00851	MAYO CLINIC HEALTH SYSTEM - MANKATO	12/06/2016	Bank Draft	0	794.00	DFT0000741
00851	MAYO CLINIC HEALTH SYSTEM - MANKATO	12/06/2016	Bank Draft	0	3,352.00	DFT0000742
01025	NEOPOST USA, INC.	12/09/2016	Bank Draft	0	1,368.00	DFT0000754
01117	PLUNKETT'S PEST CONTROL, INC.	12/14/2016	Bank Draft	0	113.60	DFT0000764
02496	USA SOFTBALL OF MINNESOTA	12/06/2016	Bank Draft	0	710.00	DFT0000739
01470	VERIZON WIRELESS	12/14/2016	Bank Draft	0	55.96	DFT0000767
01470	VERIZON WIRELESS	12/14/2016	Bank Draft	0	485.77	DFT0000768
02178	WASTE MANAGEMENT OF WI-MN	12/06/2016	Bank Draft	0	100.73	DFT0000740
01525	WEST CENTRAL SANITATION, INC.	12/09/2016	Bank Draft	0	1,923.75	DFT0000756
					419,745.27	117

Authorization Signatures

All Council

The above manual and regular claims lists for 12-19-16 are approved by:

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
Beth Christensen	Library Endowment-Backpack Program	\$100.00
Delta Kappa Gamma	Library Endowment-Backpack Program	\$175.00
Business on Belgrade	Bells on Belgrade	\$1,606.45
		\$1881.45

Adopted by the City Council this 19th day of December 2016.

Mayor

City Clerk

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #8C	Department: Finance	Council Meeting Date: 12/19/16																											
TITLE OF ISSUE: Consider Resolution Authorizing or Reauthorizing Membership in the 4M Fund.																													
BACKGROUND AND SUPPLEMENTAL INFORMATION: Finance Director McCann proposes expanding the current list of approved depositories to include the MN Municipal Money Market (4M) Fund. Inclusion in the 4M Fund, requires approval of a separate resolution. The 4M Fund is ran by the PMA Financial Network who have cash and investment planning tools and strategies that the City could use, opening the City up to additional investment opportunities.																													
<i>If additional space is required, attach a separate sheet</i>																													
REQUESTED COUNCIL ACTION: Adopt Resolution Authorizing or Reauthorizing Membership in the 4M Fund.																													
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Spears</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Freyberg	_____	_____	Spears	_____	_____	Steiner	_____	_____	Norland	_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) _____ _____ _____ _____ _____	Resolution	Ordinance	Contract	Minutes	Map	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aye	Nay																												
_____	_____	Freyberg																											
_____	_____	Spears																											
_____	_____	Steiner																											
_____	_____	Norland																											
_____	_____	Dehen																											
Resolution	Ordinance	Contract	Minutes	Map																									
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																									
<input type="checkbox"/> Workshop <input checked="" type="checkbox"/> Regular Meeting <input type="checkbox"/> Special Meeting	<input type="checkbox"/> Refer to: _____ <input type="checkbox"/> Table until: _____ <input type="checkbox"/> Other: _____																												

Resolution Authorizing or Reauthorizing Membership in the 4M Fund

WHEREAS, Minnesota Statutes (the Joint Powers Act) provides that governmental units may jointly exercise any power common to the contracting parties; and

WHEREAS, the Minnesota Municipal Money Market Fund (the 4M Fund) was formed in 1987, pursuant to the Joint Powers Act and in accordance with Minnesota Investment Statutes, by the adoption of a joint powers agreement in the form of a Declaration of Trust; and

WHEREAS, the Declaration of Trust, which has been presented to this Council, authorizes municipalities of the State of Minnesota to become Participants of the Fund and make use from time to time including the 4M Liquid Asset Fund, the 4M Plus Fund, the Term Series, the Fixed Rate Programs, and other Fund services offered by the Fund; and

WHEREAS, this Council deems it to be in the best interest for the municipality to make use of, from time to time, the approved services provided by the 4M Fund's service providers including the Investment Advisor (Prudent Man Advisors, Inc.) or Sub-Advisor (RBC Global Asset Management (U.S.) Inc.), the Administrator (PMA Financial Network, Inc.), the Distributor (PMA Securities, Inc.) or the Fixed Rate Program Providers, PMA Financial Network, Inc. and PMA Securities, Inc., and the Custodian, U.S. Bank National Association, ("Service Providers") and/or their successors.

WHEREAS, this Council deems it advisable for this municipality to enter into the Declaration of Trust and become a Participant of the Fund for the purpose of joint investment with other municipalities so as to enhance the investment earnings accruing to each; now, therefore BE IT RESOLVED AS FOLLOWS:

Section 1. This municipality shall become (or renew its membership as) a Participant of the Fund and adopt and enter into the Declaration of Trust, a copy of which shall be filed in the minutes of this meeting. The appropriate officials are hereby authorized to execute those documents necessary to effectuate entry into the Declaration of Trust and the participation of all Fund programs.

Section 2. This municipality is authorized to invest monies from time to time and to withdraw such monies from time to time in accordance with the provisions of the Declaration of Trust. The following officers of the municipality or their successors are designated as "Authorized Officials" with authority to effectuate investments and withdrawals in accordance with the Declaration of Trust:

Kevin McCann, Finance Director

John Harrenstein, City Administrator

Section 3. The Trustees of the Fund are designated as having official custody of those monies invested in accordance with the Declaration of Trust.

Section 4. That the municipality may open depository and other accounts, enter into wire transfer agreements, safekeeping agreements, third party surety agreements securing deposits, collateral agreements, letters of credit, lockbox agreements, or other applicable or related documents with institutions participating in Fund programs including U.S. Bank National Association, or its successor, or programs of PMA Financial Network, Inc. or PMA Securities, Inc. for the purpose of transaction clearing and safekeeping, or the purchase of certificates of deposit ("CDs") or other deposit products and that these institutions shall be deemed eligible depositories for the municipality. PMA Financial Network, Inc. and PMA Securities, Inc. and their successors are authorized to act on behalf of this municipality as its agent with respect to such accounts and agreements. Monies of this entity may be deposited in such depositories, from time to time in the discretion of the Authorized Officials, pursuant to the Fund's Programs available through its Services Providers.

Adopted by the City Council this 19th day of December 2016.

Mayor

ATTEST:

City Clerk

It is hereby certified that the Council of North Mankato adopted this Resolution at a duly convened meeting of the Council held on the 19th day of December, 2016_, and that such Resolution is in full force and effect on this date, and that such Resolution has not been modified, amended, or rescinded since its adoption.

RESOLUTION NO.

RESOLUTION SETTING COUNCIL MEETING DATES
FOR YEAR 2017

WHEREAS, the City Council of the City of North Mankato meets on the first and third Monday of each month; and

WHEREAS, since certain federal holidays fall on these appointed meeting dates;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, that the following meetings will be held on the dates listed:

First January meeting-	Tuesday, January 3, 2017
Second January meeting -	Tuesday, January 17, 2017
Second February meeting -	Tuesday, February 21, 2017
First September meeting-	Tuesday, September 5, 2017

Adopted by the City Council this 19th day of December 2016.

Mayor

City Clerk

Resolution No.

RESOLUTION SETTING FEES AND CHARGES

WHEREAS, the City of North Mankato provides various municipal services for which a fee is charged; and

WHEREAS, the City Code provides that such fees shall be set by resolution of the City Council; and

WHEREAS, a report containing recommendations for fees for certain municipal services effective January 1, 2017, is attached;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF NORTH MANKATO, MINNESOTA, that said fees and charges are adopted effective January 1, 2017.

Adopted by the City Council this 19th day of December 2016.

Mayor

ATTEST:

City Clerk

LICENSES AND PERMIT FEES

LICENSE / PERMIT	CURRENT FEES	PROPOSED FEES
Assessment Search	\$30; Rush fee of \$60 if not requested within 72 hours of closing	\$35; Rush fee of \$70 if not requested within 72 hours of closing
Band Shell Rental	\$400	\$400
Burning Permit	\$10	\$10
Cabaret	\$375 (annual)	\$375 (annual)
Carnival License	\$60 / per day	\$75 / per day
Cigarette	\$150	\$200
City Audit	\$5	\$10
City Budget	\$10	\$15
City Code	\$60	\$70
Coin Operated Amusement Device	\$20/ site; \$20 per Device	\$20/ site; \$20 per Device
City Plat Maps	\$5 + sales tax	\$10 + sales tax
Community Room Rental	\$100 – Police Annex \$100 – Fire Station \$50 – Municipal Bldg.	\$100 – Police Annex \$100 – Fire Station \$50 – Municipal Bldg.
Concession Permit	\$20 first day; \$5 each Additional day; \$100 deposit	\$20 first day; \$5 each Additional day; \$100 deposit
Copies of City Documents	\$.25 each page	\$.25 each page
Dog License	(All 2-year) \$10 spayed female/male \$20 female/male \$2 duplicate	(All 2-year) \$10 fixed female/male \$20 fixed female/male \$2 duplicate
Dangerous Dog License	\$250.00 (1-time fee)	\$250.00 (1-time fee) plus proof of liability insurance of \$300,000
Event Trailer (Concession Trailer)	\$60 per two-day event; \$30 each additional day	\$60 per two-day event; \$30 each additional day
Excavation Permit	\$160 plus \$5 State Surcharge \$85 plus \$5 State Surcharge – Boulevard Only	\$160 plus \$5 State Surcharge \$85 plus \$5 State Surcharge – Boulevard Only

NSF Fee	\$25	\$30
Recycling Containers	\$11 + sales tax	\$11 + sales tax
*LICENSE / PERMIT		
Mobile Home Park	\$60	\$60
Parade Permit	\$25	\$35
Park Shelter Reservations	\$80	\$100
Park Use		
Beer Permit	\$25	\$30
Deposit	\$250	\$300
Audio Permit	No Charge	\$25
Peddlers (Per Person)	\$15 / day \$30 / week \$90 / month \$250 / 6 months	\$15 / day \$50 / week \$125 / month \$350 / 6 months
Refuse Hauling	\$35 first vehicle; \$25 each additional	\$35 first vehicle; \$25 each additional
Rental License	\$25 one-time application fee; \$30 / Unit	\$25 one-time application fee; \$30/ Unit
Snow Removal	\$75 / hour; one hour minimum	\$125 / hour; one hour minimum
Soft Drink	\$25	\$25
Taxicab	\$20 per vehicle	\$75 per vehicle
Weed Mowing	\$75 / hour; one hour minimum	\$125 / hour; one hour minimum
PLANNING		
Annexation Petition	\$5 per acre (Min. \$100 – Max \$600)	\$5 per acre (Min. \$100 – Max \$600)
Conditional Use Permits	\$335 plus \$2.00 per notice	\$335 plus \$2.00 per notice
Encroaching in Right-of-Way	Delete	Delete
Ordinance Amendment	\$335	\$335
PLANNING		
Plat Subdivision – Preliminary	\$60 plus \$5 / lot	\$60 plus \$5 / lot
Plat Subdivision – Final	\$60 plus \$10 / lot over 10 lots	\$60 plus \$10 / lot over 10 lots
Rezoning	\$335 plus 2.00 per notice	\$335 plus 2.00 per notice
Sign Permit	\$35	\$35
Utility Easements, Street or Alley Vacation	\$325	\$325
Variance	\$95 Residential plus \$2.00 per notice;	\$95 Residential plus \$2.00 per notice;

	\$325 for all others	\$325 for all others
Wetland Sequencing or Replacement Plan	\$270	\$270
Wetland Exemption or No Net Loss Determination	\$200	\$200
Notification Billing	\$2.00 for each required notice	\$2.00 for each required notice
Zoning Maps	\$10 + sales tax	\$10 + sales tax
ECONOMIC DEVELOPMENT		
T.I.F.	\$3,750 or actual, whichever is greater	\$4,000 or actual, whichever is greater
Grant Applications	\$3,750 or actual, whichever is greater	\$4,000 or actual, whichever is greater
Industrial Revenue Bonds	\$3,750 or actual, whichever is greater	\$4,000 or actual, whichever is greater
BUILDING PERMITS		
TOTAL VALUATION		
\$1.00 to \$500.00	\$25.30	\$25.30
\$501.00 to \$2,000.00	\$25.85 for the first \$500.00 plus \$3.36 for each additional \$100.00 or fraction thereof, to and including \$2,000.00	\$25.85 for the first \$500.00 plus \$3.36 for each additional \$100.00 or fraction thereof, to and including \$2,000.00
\$2001.00 to \$25,000.00	\$76.18 for the first \$2,000.00 plus \$15.40 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00	\$76.18 for the first \$2,000.00 plus \$15.40 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$430.38 for the first \$25,000.00 plus \$11.11 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00	\$430.38 for the first \$25,000.00 plus \$11.11 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$708.13 for the first \$50,000.00 plus \$7.70 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00	\$708.13 for the first \$50,000.00 plus \$7.70 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$1,093.13 for the first \$100,000.00 plus \$6.16 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00	\$1,093.13 for the first \$100,000.00 plus \$6.16 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00

\$500,001.00 to \$1,000,000.00	\$3,557.13 for the first \$500,000.00 plus \$5.23 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00	\$3,557.13 for the first \$500,000.00 plus \$5.23 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$6,169.63 for the first \$1,000,000.00 plus \$3.47 for each additional \$1,000.00 or fraction thereof	\$6,169.63 for the first \$1,000,000.00 plus \$3.47 for each additional \$1,000.00 or fraction thereof
Plan Review	65% of Building Permit Fee (3 units or more or Industrial/ Commercial)	65% of Building Permit Fee (3 units or more or Industrial/ Commercial)
PLUMBING PERMIT		
Per Fixture	\$1	\$1
Per Inspection	\$25	\$25
Plus Residential	\$25 / unit	\$25 / unit
Plus Commercial	\$25 / room	\$25 / room
Plus Reinspections	\$25	\$25
LIQUOR		
On-Sale Intoxicating Liquor	\$3,750	\$3,750
Sunday On-Sale Intoxicating Liquor	\$200	\$200
Club On-Sale	\$330	\$330
Wine License	\$275	\$275
Bottle Club (Set-Up License)	\$330	\$330
On-Sale 3.2 Liquor	\$275	\$275
Off-Sale 3.2 Liquor	\$35	\$100
Off-Sale Intoxicating	\$220	\$300
Temporary 3.2 Liquor	\$30	\$50
Temporary Intoxicating On-Sale Liquor	\$140	\$200
Temporary Non Enclosed License in the License Premises (not to exceed 3 days)	\$140	\$200
Permanent Non Enclosed License in the License Premises	\$415	\$415
INVESTIGATION FEES (LIQUOR)		
On-Sale Intoxicating Liquor	\$500	\$500
Off-Sale Intoxicating Liquor	\$625	\$625
Club On-Sale	\$625	\$625
Wine	\$125	\$125
On-Sale 3.2 Liquor	\$125	\$125

Off-Sale 3.2 Liquor	\$125	\$125
Temporary 3.2 Liquor	\$30	\$30
Temporary Intoxicating	\$30	\$30
POLICE DEPARTMENT FEES		
Duplication of Audio Tapes	\$10 / tape	\$10 / tape
Duplication of Pictures	\$6 / 1 st picture; \$1 for each additional picture	\$6 / 1 st picture; \$1 for each additional picture
Police Reports - Accident, Case File	\$.25 each page	\$.25 each page
CASWELL PARK *		
Maintenance Fee	\$65.00 per field, per day	\$65.00 per field, per day
Striping Fee	\$10.00 per field, per time All fields striped prior to the start of play each tournament day.	\$10.00 per field, per time All fields striped prior to the start of play each tournament day.
Dragging Fee	\$10.00 per field, per time All fields dragged prior to the start of play each tournament day.	\$10.00 per field, per time All fields dragged prior to the start of play each tournament day.
Diamond Dry	\$11.00 per bag Diamond Dry will only be used at Tournament Director's request.	\$11.00 per bag Diamond Dry will only be used at Tournament Director's request.
Light Fee	\$25.00 per hour, per field	\$25.00 per hour, per field
Deposit	\$100.00 per tournament Deposit will be forfeited if tournament is not held. Deposit will apply toward tournament fees if tournament is held.	\$100.00 per tournament Deposit will be forfeited if tournament is not held. Deposit will apply toward tournament fees if tournament is held.
BATTING CAGES	\$25.00 per day	\$25.00 per day
SOUTH CENTRAL FIELDS		
Maintenance Fee	\$20.00 per field for dragging and striping	\$20.00 per field for dragging and striping
Diamond Dry	\$11.00 per bag Diamond Dry will only be used at Tournament Director's request.	\$11.00 per bag Diamond Dry will only be used at Tournament Director's request.
Deposit	\$100.00 per tournament Deposit will be forfeited if tournament is not held. Deposit will apply toward tournament fees if tournament is held.	\$100.00 per tournament Deposit will be forfeited if tournament is not held. Deposit will apply toward tournament fees if tournament is held.

*Penalty fee of 10% of fee if not submitted by due date.

CITY OF NORTH MANKATO
REQUEST FOR COUNCIL ACTION



Agenda Item #8F	Department: City Planner	Council Meeting Date: 12/19/16																											
TITLE OF ISSUE: Consider Setting Public Hearing for 7 p.m., on January 3, 2017 for Comprehensive Plan Amendment Figure 3-2: Future Land Use.																													
BACKGROUND AND SUPPLEMENTAL INFORMATION: Please review the Planning Commission Report.																													
<i>If additional space is required, attach a separate sheet</i>																													
REQUESTED COUNCIL ACTION: Set Public Hearing for 7 p.m., on January 3, 2017 for Comprehensive Plan Amendment Figure 3-2: Future Land Use.																													
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Spears</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Freyberg	_____	_____	Spears	_____	_____	Steiner	_____	_____	Norland	_____	_____	Dehen	<div style="text-align: center; border-bottom: 1px solid black; margin-bottom: 10px;"> SUPPORTING DOCUMENTS ATTACHED </div> <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) <u>Public Hearing Notice, Planning Commission Report</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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<input type="checkbox"/>	Table until: _____																												
<input type="checkbox"/>	Other: _____																												

NOTICE OF PUBLIC HEARING FOR
COMPREHENSIVE PLAN AMENDMENT
FIGURE 3-2: FUTURE LAND USE
CITY OF NORTH MANKATO

Notice is hereby given that the City Council of the City of North Mankato will meet in the Council Chambers of the Municipal Building, 1001 Belgrade Avenue, North Mankato, at 7 p.m. on the 3rd day of January to hold a public hearing to consider an amendment to the Comprehensive Plan Figure 3-2: Future Land Use. The amendment would change the zoning in the area north of Timm Road between LorRay Drive and Lookout Drive.

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 56001.

Dated this 19th day of December 2016.

April Van Genderen
City Clerk
City of North Mankato, Minnesota

COMPREHENSIVE PLAN AMENDMENT NO. 5

A REQUEST FROM THE CITY OF NORTH MANKATO

THE CITY OF NORTH MANKATO

SUBJECT: Comprehensive Plan Amendment No. 5
APPLICANT: City of North Mankato
LOCATION: -
EXISTING ZONING: -
DATE OF HEARING: December 8, 2016
DATE OF REPORT: November 30, 2016
REPORTED BY: Michael Fischer, City Planner

APPLICATION SUBMITTED

Request to amend Figure 3-2, Future Land Use Map within the Comprehensive Plan

COMMENT

At the November 2016 Planning Commission meeting, a recommendation was made to amend City Code Section 156.038, R-1S, One Family Dwelling, Small Lot. Amendments included reductions to lot widths, lot sizes and side yard setbacks in the R-1S zoning district. The City Council will hold a public hearing on December 5, 2016 to consider the recommended amendments.

As part of the discussions at the November Planning Commission meeting, staff presented a revised Future Land Use Map showing a new land use called "Low Density Intermediate Residential". This map is shown as Exhibit A. On the map, this new area was guided for an undeveloped area of the City located north of Timm Road between Lor Ray Drive and Lookout Drive. In summary, as proposed, future zoning of this area would be limited to R-1S designations.

Should the Planning Commission recommend approval of this new land use designation and its guided area, it will also be necessary to amend Chapter 3 – Land Use & Growth Management within the Comprehensive Plan. Specifically, the Land Use Plan begins on page 15 (attached) and breaks down recommended densities and zoning classifications for the land uses shown on the Future Land Use Map. As the Low Density Intermediate Residential district would be new, it would be necessary to incorporate it into the Land Use Plan. Specifically, staff is recommending the following language after Low Density Residential on page 17:

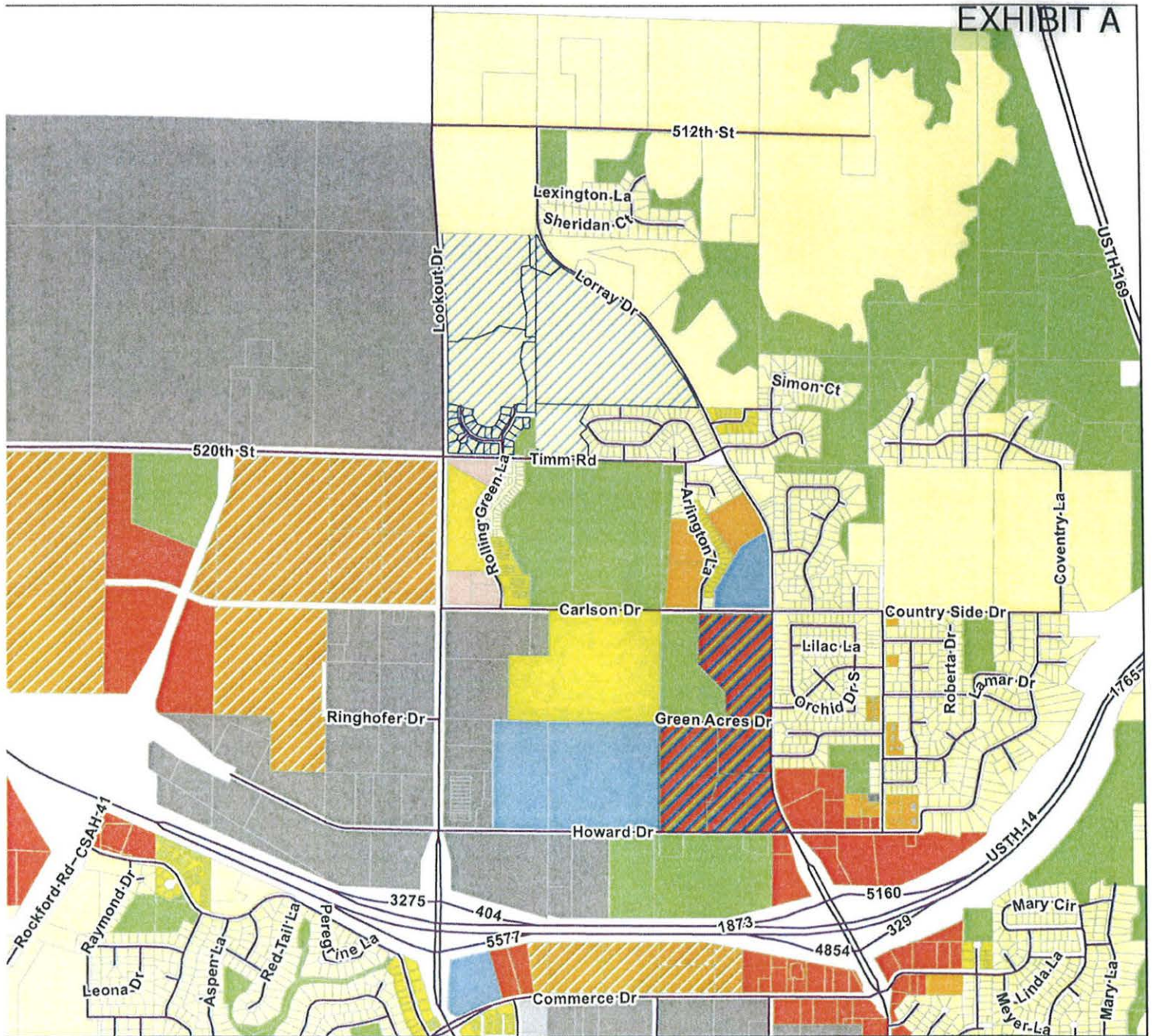
Low Density intermediate Residential

The land use in this category is single-family detached dwellings on smaller lots with smaller side yard setbacks as those used in the Low Density Residential land use areas. Densities targeted in this category average 1 to 8 per acre. The only zoning district that would correspond to this land use designation is the R-1S, One Family Dwelling, Small Lot District. It is expected that single-family development in this category will offer entry level housing opportunities.

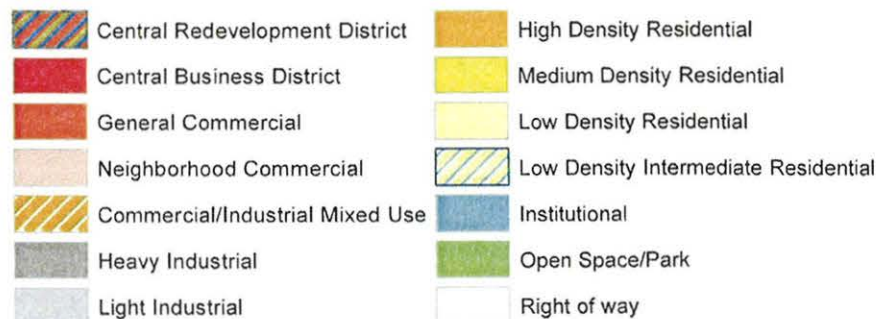
As indicated by staff at the November Planning Commission meeting, all landowners within the proposed Low Density Intermediate Residential area are supportive of the new designation.

RECOMMENDATION

Staff recommends approval of the Comprehensive Plan amendments as proposed.



Future Land Use



1 inch equals 1,666.67 feet





Land Use Plan

The land use plan provides the framework for the growth and development of the City. The land use plan serves as a guide for the character and intensity of development and will be supported by other land use controls and public actions taken pursuant to the Comprehensive Plan.

The land use map appears in Figure 3-2: Future Land Use. The plan illustrated by this map evolved from inputs and evaluations received through the planning process completed in 2014. The Plan builds on the existing community pattern to achieve the desired vision for the future of North Mankato. Where the Future Land Use map guides property for something different than the existing zoning, zoning approvals such as variances and conditional use permits should not be considered inconsistent with the comprehensive plan if otherwise deemed appropriate.

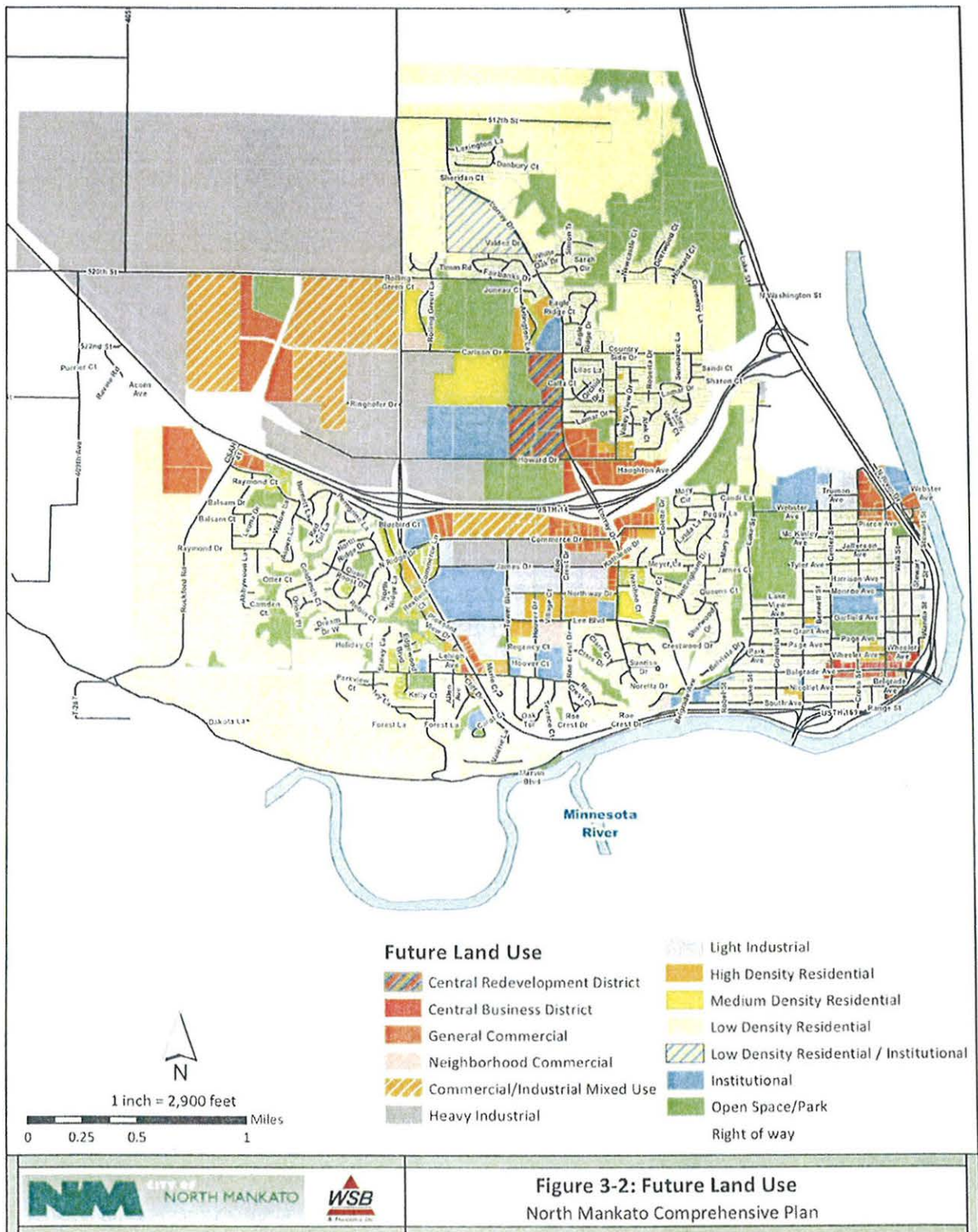


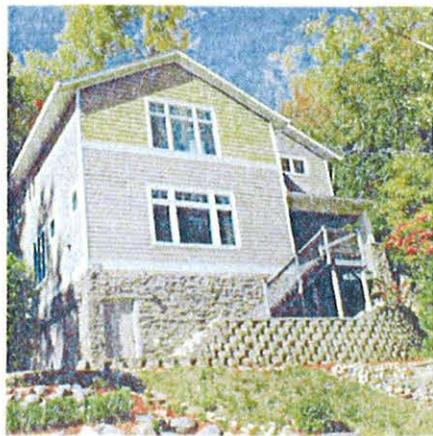
Table 3-B: Summary of Future Land Use

Future Land Use	Gross Acres*	Net Percent of City
Low Density Residential	2,428.9	41.1%
Medium Density Residential	138.1	2.3%
High Density Residential	85.3	1.4%
Neighborhood Commercial	22.8	0.4%
General Commercial	222.3	3.8%
Central Business District	20.0	0.3%
Commercial/Industrial Mixed Use	270.2	4.6%
Central Redevelopment District	63.0	1.1%
Light Industrial	326.7	5.5%
Heavy Industrial	1,378.0	23.3%
Public/Institutional	208.8	3.5%
Low Density Residential / Institutional	50.1	0.8%
Park and Open Space	695.2	11.8%
TOTAL	5,909.4	100%

* Gross acres of use determined by WSB & Associates, Inc. based on parcel data provided by the City of North Mankato

Residential

Low Density Residential



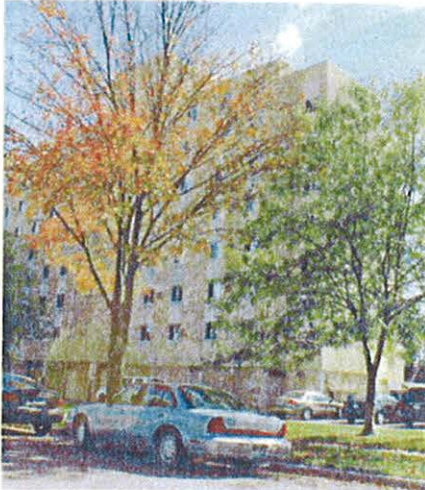
The land use in this category is single-family detached homes. This plan anticipates that this is where the majority of new housing units will be added over the next 20 years. One of the biggest strengths of the City of North Mankato is its attractiveness to young families. Part of this attraction is due to the amount of quality affordable single-family homes. Continuing to add new housing units will provide more opportunities for all families to locate in North Mankato, while making older housing more affordable. Several areas in Upper North are expected to see new low density residential development. Densities targeted in this category are 1 to 5 dwelling units per acre with an overall average of 3.5 dwelling units per acre. However, an important policy of this Plan is that the allowable density of each neighborhood will be based on the desired character of the neighborhood. The primary zoning district that would generally correspond to this land use designation would be the R-1 One Family Dwelling District. As shown on the Future Land Use Map, Figure

3-2, all areas guided for residential development outside the current City limits are shown as low density residential. Should it be determined in the future that any area guided for low density residential is better suited for medium or high density residential development, the Planning Commission and City Council will openly consider amendments to the Future Land Use Map.

Medium Density Residential

Medium density residential uses are typically in the form of townhomes, duplexes, and small scale apartment and condo buildings. Advantages of these types of housing are that less property maintenance may be required since yards are smaller and some medium density developments may have associations that handle lawn care and snow removal. As a result, these types of housing tend to be very attractive to seniors. As part of the community engagement process, some residents felt there was a shortage of quality medium density housing. Providing enough medium density housing options helps residents stay within the City of North Mankato as they age to different stages in their lives. Densities targeted in this category are over 5 dwelling units and up to 10 dwelling units per acre. The

primary zoning districts that would generally correspond to this land use designation would be the R-2 One and Two Family Dwelling District and the R-3A Medium Density Residential District.



High Density Residential

The High Density Residential land use category consists of multiple family attached housing oriented in a vertical fashion, more commonly referred to as apartments and condominiums. Housing units may be owner or renter occupied. High density housing is an efficient land use because it contains more dwelling units per acre than other residential uses.

High density residential uses are located in places with compatible adjacent land uses and where the local street system will accommodate the traffic. Ideally, they are located near commercial uses or employment centers to maximize the number of people who can walk or use alternative modes of transportation. Residential areas near the downtown suitable for redevelopment may be prime locations for new high density housing.

Because high density housing is generally associated with renting, it may be a very attractive option for recent graduates looking to live in North Mankato. Providing enough quality high density residential housing is essential for providing a diverse housing stock. The densities targeted in this category are over 10 dwelling units per acre. The primary zoning districts that would generally correspond to this land use designation would be the R-3 Limited Multiple Dwelling District and the R-4 Multiple Dwelling District.



Commercial

Neighborhood Commercial

Areas guided for Neighborhood Commercial are those intended to serve the nearby surrounding area. Neighborhood commercial uses are small scale businesses that are generally compatible with residential uses. These uses may include bakeries, drug stores, coffee shops, banks, small offices and similar uses. Residential properties suitable for redevelopment should be analyzed as potential neighborhood commercial uses. Single family homes located near the downtown may be especially well suited for this. The City also views the area on the west side of Lookout Drive between Carol Court and Commerce Drive as a redevelopment area that could incorporate new Neighborhood Commercial uses in the future.



General Commercial

General Commercial land uses are those that may have a wider draw beyond the nearby surrounding area. They are larger in size than Neighborhood Commercial uses and are intended to serve the entire community and potentially adjacent communities as well. They are generally clustered together and situated along arterial roadways. North Mankato has traditionally been underserved with these types of commercial uses but may

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: BLOCK 1 LOT 1 SUBDIVISIONCD 18725 SUBDIVISIONNAME PRESIDENTIAL
ESTATES 4
Address: 10 Arlington Court

Owners: Eli Nelson
1401 LorRay Drive
North Mankato, MN 56003

Mowing: \$75.00
Total: \$75.00

Adopted by the City Council this 19th day of December 2016.

Mayor

ATTEST:

City Clerk



December 6, 2016

Eli Nelson
1401 LorRay Drive
North Mankato, MN 56003

Re: Delinquent Bill

Dear Property Owner:

Enclosed is the final notice of invoice #6772 dated 10/6/16, in the amount of \$75.00 for mowing fees for the property at 10 Arlington Court on 9/16/16.

This letter is to notify you that these charges are past due. If payment is not received by 5:00 pm on **December 16, 2016** (ten (10) calendar 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.

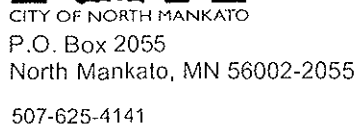
It is our hope that this action will not be necessary. Please make remittance to the City of North Mankato. If you have any questions concerning this matter, please feel free to contact me.

Sincerely,

Kevin McCann
Finance Director

Enclosure





Date	Invoice #
10/6/2016	6772

Eli Nelson
1401 LorRay Drive
North Mankato, MN 56003

		Terms	
		30 Days	
Quantity	Description	Rate	Amount
	Mowing fees for 10 Arlington Ct on 9/16/16.	75.00	75.00
	2nd Notice 11/9/16. 3rd & Final Notice 12/6/16.		
		Total	\$75.00
		Payments/Credits	\$0.00
Prompt payment is appreciated. Please include Invoice # with payment.		Balance Due	\$75.00

RESOLUTION NO.

RESOLUTION DECLARING COSTS TO BE ASSESSED
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WHEREAS, the City of North Mankato has incurred municipal charges for services rendered in accordance with the following information; and

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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.: 18.615.0410
Legal: LOT W 143' OF E 247' OF LOT C "EX E 104' & EX E 50' OF W 314'"
SUBDIVISIONCD 18615 SUBDIVISIONNAME STEPHEN LAMM'S ADD
Address: 732 Wall Street

Owners: Georgia Kirchner
4434 22nd Ave NW
Rochester, MN 55901

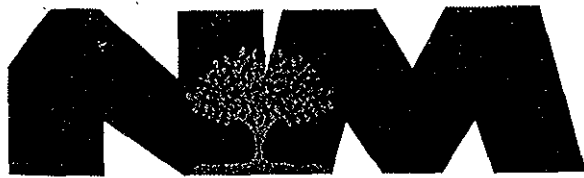
Mowing: \$75.00

Adopted by the City Council this 19th day of December 2016.

Mayor

ATTEST:

City Clerk



CITY OF NORTH MANKATO

November 17, 2016

Georgia Kirchner
4434 22nd Ave NW
Rochester, MN 55901

Re: Delinquent Bill

Dear Property Owner:

Enclosed is the final notice of invoice #6743 dated 9/19/16 in the amount of \$75.00 for mowing fees for the property at 732 Wall Street.

This letter is to notify you that these charges are past due. If payment is not received by 5:00 pm on November 27, 2016 (ten (10) calendar 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

Kevin McCann
Finance Director

Enclosure



CITY OF NORTH MANKATO

P.O. Box 2055

North Mankato, MN 56002-2055

507-625-4141

Invoice

Date	Invoice #
9/19/2016	6743

Bill To

Georgia Kirchner
4434 22nd Ave NW
Rochester, MN 55901

		Terms	
		30 Days	
Quantity	Description	Rate	Amount
	Mowing fees at 732 Wall St on 8/22/16.	75.00	75.00
	2nd Notice 10/19/16. 3rd & Final Notice 11/17/16. <i>letter attached</i>		
		Total	\$75.00
		Payments/Credits	\$0.00
Prompt payment is appreciated. Please include Invoice # with payment.		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.: 18.722.0040
Legal: BLOCK 2 LOT 30 SUBDIVISIONCD 18722 SUBDIVISIONNAME
PRESIDENTIAL ESTATES
Address: 2153 LorRay Drive

Owners: Lake Community Bank
1964 West Wayzata Blvd.
Long Lake, MN 55356

Mowing: \$75.00

Adopted by the City Council this 19th day of December 2016.

Mayor

ATTEST:

City Clerk



CITY OF NORTH MANKATO

November 17, 2016

Lake Community Bank
1964 West Wayzata Blvd.
Long Lake, MN 55356

Re: Delinquent Bill

Dear Property Owner:

Enclosed is the final notice of invoice #6741 dated 9/19/16, in the amount of \$75.00 for lawn mowing fees for the property at 2153 LorRay Drive.

This letter is to notify you that these charges are past due. If payment is not received by 5:00 pm on November 27 (ten (10) calendar 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.

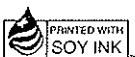
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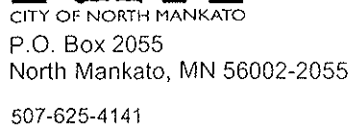
Sincerely,

THE CITY OF NORTH MANKATO

Kevin McCann
Finance Director

Enclosure





Date	Invoice #
9/19/2016	6741

Lake Community Bank
1964 West Wayzata Blvd.
Long Lake, MN 55356

		Terms	
		30 Days	
Quantity	Description	Rate	Amount
	Mowing fees For the property at 2153 Lorrain Drive on 8/25/16. 2nd Notice 10/19/16. 3rd & Final Notice 11/17/16. <i>letter attached</i>	75.00	75.00
		Total	\$75.00
		Payments/Credits	\$0.00
Prompt payment is appreciated. Please include Invoice # with payment.		Balance Due	\$75.00

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #8J	Department: City Planner	Council Meeting Date: 12/19/16																											
TITLE OF ISSUE: Consider Setting a Public Hearing for 7 p.m. on January 3, 2017 to Consider Proposed Improvements to the Sidewalk at 638 Belgrade Avenue.																													
BACKGROUND AND SUPPLEMENTAL INFORMATION: In response to a citizen complaint, City staff identified the sidewalk in front of 538 Page Avenue to have a condition requiring maintenance or replacement and has been following the Sidewalk Installation and Maintenance Policy. City staff sent a certified letter to the property owner indicating that it was necessary to either repair or replace the sidewalk. The property owner was given sixty (60) days from the date of the letter to make the necessary improvements. The property owner did not respond within sixty (60) days and according to the Sidewalk and Maintenance Policy if the improvements have not been made, the "City Council will hold a public hearing regarding the proposed improvement and take action on whether or not the City will complete the improvements and bill the costs of the improvement to the property owner."																													
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For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Spears</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Freyberg	_____	_____	Spears	_____	_____	Steiner	_____	_____	Norland	_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) <u>Notice of Public Hearing</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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<input type="checkbox"/> Workshop <input checked="" type="checkbox"/> Regular Meeting <input type="checkbox"/> Special Meeting	<input type="checkbox"/> Refer to: _____ <input type="checkbox"/> Table until: _____ <input type="checkbox"/> Other: _____																												

NOTICE OF PUBLIC HEARING ON PROPOSED IMPROVEMENT
TO THE SIDEWALK AT 538 PAGE AVENUE

NOTICE IS HEREBY GIVEN that the City Council of the City of North Mankato, Minnesota, will meet in the Council Chambers of the Municipal Building, 1001 Belgrade Avenue, North Mankato, Minnesota at 7 p.m. on the 3rd day of January 2017, to hold a public hearing to consider proposed improvement to the sidewalk at 538 Page Avenue.

Such persons as desire to be heard with reference to the proposed improvement to the sidewalk at 538 Page Avenue will be heard at this meeting.

Dated this 19th day of December 2016

April Van Genderen
City Clerk
City of North Mankato

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #8K	Department: City Planner	Council Meeting Date: 12/19/16																																																																																					
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REQUESTED COUNCIL ACTION: Set a Public Hearing for 7 p.m. on January 3, 2017 to Consider Proposed Improvements to the Sidewalk at 538 Page Avenue.																																																																																							
For Clerk's Use: Motion By: _____ Second By: _____ <table style="width: 100%; border: none;"> <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 style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td></td> <td></td> <td></td> <td>Freyberg</td> <td></td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td></td> <td></td> <td></td> <td>Spears</td> <td></td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td></td> <td></td> <td></td> <td>Steiner</td> <td></td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td></td> <td></td> <td></td> <td>Norland</td> <td></td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td></td> <td></td> <td></td> <td>Dehen</td> <td></td> </tr> </table>	Vote Record:	Aye	Nay							_____	_____				Freyberg			_____	_____				Spears			_____	_____				Steiner			_____	_____				Norland			_____	_____				Dehen		SUPPORTING DOCUMENTS ATTACHED <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> <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> <tr> <td colspan="5">Other (specify) <u>Notice of Public Hearing</u></td> </tr> <tr><td colspan="5">_____</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"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other (specify) <u>Notice of Public Hearing</u>					_____					_____					_____					_____				
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NOTICE OF PUBLIC HEARING ON PROPOSED IMPROVEMENT
TO THE SIDEWALK AT 638 BELGRADE AVENUE

NOTICE IS HEREBY GIVEN that the City Council of the City of North Mankato, Minnesota, will meet in the Council Chambers of the Municipal Building, 1001 Belgrade Avenue, North Mankato, Minnesota at 7 p.m. on the 3rd day of January 2017, to hold a public hearing to consider proposed improvement to the sidewalk at 638 Belgrade Avenue.

Such persons as desire to be heard with reference to the proposed improvement to the sidewalk at 638 Belgrade Avenue will be heard at this meeting.

Dated this 19th day of December 2016

April Van Genderen
City Clerk
City of North Mankato



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

Name of organization	Date organized	Tax exempt number	
Business on Belgrade	Jan 1, 2004	27-0582897	
Address	City	State	Zip Code
332 Belgrade Avenue	North Mankato	Minnesota	56003
Name of person making application	Business phone	Home phone	
James Whitlock	507-469-0415		
Date(s) of event	Type of organization		
January 28-29 2017	<input type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input checked="" type="checkbox"/> Other non-profit		
Organization officer's name	City	State	Zip Code
Sandra Oachs	North Mankato	Minnesota	56003
Organization officer's name	City	State	Zip Code
Jim Downs	North Mankato	Minnesota	56003
Organization officer's name	City	State	Zip Code
Dan Lewis	North Mankato	Minnesota	56003
Organization officer's name	City	State	Zip Code
James Whitlock	North Mankato	Minnesota	56003

Location where permit will be used. If an outdoor area, describe.
Spring Lake Park, North Mankato
Enclosed Park Shelter #3

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.
Tow Distributing, P.O. Box 3527 Mankato, MN 56001
507-388-2931

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

APPROVAL

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

City of North Mankato	December 19, 2016
City or County approving the license	Date Approved
\$140.00	January 28-29, 2017
Fee Amount	Permit Date
12/15/16	aprilv@northmankato.com
Date Fee Paid	City or County E-mail Address
	507-625-4141
	City or County Phone Number

Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

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

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

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

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item: 10A	Department: Finance Director	Council Meeting Date: 12/19/16																											
TITLE OF ISSUE: Approval of Proposed 2017 Budget and Tax Levy and the 2017-2021 Capital Improvement Plan																													
BACKGROUND AND SUPPLEMENTAL INFORMATION: The public hearing for the 2017 Proposed Budget and the 2017-2021 Capital Improvement Plan was held December 5, 2016. The attached resolutions are for Council to adopt the 2017 Budget, the 2016 Tax Levy Collectible in 2017 and the 2017-2021 Capital Improvement Plan.																													
<i>If additional space is required, attach a separate sheet</i>																													
REQUESTED COUNCIL ACTION: Adopt Resolutions Approving the General Fund Budget and Auxiliary Fund Budget for Fiscal Year 2017, Resolution Approving 2016 Tax Levy Collectible in 2017, and Resolution Approving the Capital Improvement Plan 2017-2021.																													
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Spears</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Freyberg	_____	_____	Spears	_____	_____	Steiner	_____	_____	Norland	_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) _____ _____ _____ _____ _____	Resolution	Ordinance	Contract	Minutes	Map	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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RESOLUTION APPROVING THE
CAPITAL IMPROVEMENT PLAN COVERING PERIOD OF 2017-2021

WHEREAS, the City of North Mankato has prepared a Capital Improvement Plan covering the period of 2017 through 2021 (Exhibit A); and

WHEREAS, during the preparation of the Capital Improvement Plan the City Council considered the following:

1. Condition of the City's existing infrastructure, including the projected need for repair or replacement,
2. Likely demand for the improvement,
3. Estimated cost of the improvement,
4. Available public resources,
5. Level of overlapping debt in the City,
6. Relative benefits and costs of alternative uses of the funds,
7. Operating costs of the proposed improvements,
8. Alternatives for providing services more efficiently through shared facilities with counties and other local governmental units; and

WHEREAS, the North Mankato City Council duly held a public hearing on the Capital Improvement Plan at 7 p.m. on December 5, 2016;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, that the Capital Improvement Plan for the period of 2017 through 2021 is hereby approved.

Adopted by the City Council this 19th day of December 2016.

Mayor

City Clerk

Exhibit A

Five-Year Capital Improvement Schedule
For Years 2017 - 2021

Project or Activity	Strategic Program Area	2016 Budget	2016 EST	2017 PROPOSED	2018 FORECAST	2019 FORECAST	2020 FORECAST	2021 FORECAST	Estimated 5 year costs	Funding Source	Notes
Street Sweeper	Infrastructure	190,000	204,562						-	Cash / Capital Facilities & Equipment Replacement	
Tar Distributor (Used; 1/2 Nicollet County)	Infrastructure	90,000	-						-	Cash / Capital Facilities & Equipment Replacement	
General Equipment - Trucks, Skid loaders, Mowers, etc.	Infrastructure	60,000	60,000	80,000	80,000	80,000	80,000	80,000	400,000	Cash / Capital Facilities & Equipment Replacement	
Police Cruiser	Public Safety	37,000	37,965	40,000	40,000	40,000	40,000	40,000	200,000	Cash / Capital Facilities & Equipment Replacement	
Pool - upgrade filter	Recreation	90,000	-						-	Cash / Capital Facilities & Equipment Replacement	
Police Taser	Public Safety	20,000	19,632						-	Cash / Capital Facilities & Equipment Replacement	
Street Department Roof	Infrastructure	20,000	-						-	Cash / Capital Facilities & Equipment Replacement	
SCBA Air Packs (Plus a \$40,000 Contribution from Relief Assn.)	Public Safety	60,000	76,440						-	Cash / Capital Facilities & Equipment Replacement	
Community Development Software	Admin/Leg.	-	38,903						-	Cash / Capital Facilities & Equipment Replacement	
Detective Squad	Public Safety	-	35,000						-	Cash / Donation	
Land purchase 233 Wheeler, 231 Wheeler	Comm. Dev.	-	12,000	12,000	12,000	12,000	272,000		308,000	Cash / Capital Facilities & Equipment Replacement	
Sirens - Upgrade (from 2012), Plant #2, Expansion, City Shop	Public Safety	-	-	28,000	-	28,000			56,000	Cash / Capital Facilities & Equipment Replacement	
Tandem Dump Truck with Plow, Wing and Sander	Infrastructure	-	-		225,000		225,000		450,000	Cash / Capital Facilities & Equipment Replacement	
Roller	Infrastructure	-	-			30,000	30,000		60,000	Cash / Capital Facilities & Equipment Replacement	
Street department roof / Public Works Yard Evaluation	Infrastructure	-	-	20,000					20,000	Cash / Capital Facilities & Equipment Replacement	
Community Room Police Annex	Admin/Leg.	-	-	20,000					20,000	Cash / Capital Facilities & Equipment Replacement	
New Printer for community Development Department	Admin/Leg.	-	-	15,000					15,000	Cash / Capital Facilities & Equipment Replacement	
Front Desk and Community Development Desk Remodel	Admin/Leg.	-	-	30,000					30,000	Cash / Capital Facilities & Equipment Replacement	
Sub-Total Cash / Capital Facilities & Equipment Replacement		567,000	484,502	245,000	357,000	190,000	647,000	120,000	1,559,000		
Pavement Management Plan	Infrastructure	350,000	300,000	400,000	400,000	400,000	425,000	425,000	2,050,000	Cash / General Fund	
Park Improvements	Recreation	200,000	200,000	345,000	345,000	360,000	360,000	360,000	1,770,000	Cash / General Fund / Donations	
Upgrade Spring Lake Park Swim Facility	Recreation			8,500					8,500	Cash / General Fund	
Sub-Total Cash / General Fund		550,000	500,000	753,500	745,000	760,000	785,000	785,000	3,828,500		
Jetter	Infrastructure		317,000						-	Cash / Sewer Fund	
250 KW Portable Generator	Infrastructure	145,000	30,000						-	Cash / Sewer Fund	
Capital Contributions	Infrastructure			245,000	255,000	265,000	275,000	285,000	1,325,000	Cash / Sewer Fund	
City Hall Front Entrance	Infrastructure		50,000						-	Cash / Sewer Fund	
Sub-Total Cash / Sewer Fund		145,000	397,000	245,000	255,000	265,000	275,000	285,000	1,325,000		
Pull & Repair Well Pump #6, #7, #8, #9, #5	Infrastructure	65,000		65,000	65,000	65,000	65,000	65,000	325,000	Cash / Water Fund	
Capital Contributions	Infrastructure			300,000	300,000	300,000	300,000	300,000	1,500,000	Cash / Water Fund	Recoat Water Tower 150k, Replace filter 350K, new improvements
City Hall Front Entrance	Infrastructure		50,000						-	Cash / Water Fund	
Sub-Total Cash / Water Fund		65,000	50,000	365,000	365,000	365,000	365,000	365,000	1,825,000		
City Hall Front Entrance	Infrastructure		140,000						-	Community Development Block Grant	Project est. 272K
Sub-Total Grant / CDBG		-	140,000	-	-	-	-	-	-		
75' Ladder Fire Truck	Public Safety	400,000	417,000						-	G.O. Bonds	
Roe Crest - Lee Blvd to Marie Lane	Infrastructure	1,385,000	1,385,000						-	G.O. Improvement Bonds / Property Tax & Special Assessments	
Lookout Drive Roundabout and from Hwy 14 to Commerce	Infrastructure	69,633							-	G.O. Improvement Bonds and Municipal State Aid Advance	
TBD Project	Infrastructure			1,500,000					1,500,000	G.O. Improvement Bonds / Property Tax & Special Assessments	
TBD Project	Recreation				2,500,000	2,500,000			5,000,000	G.O. Capital Project Bonds	
TBD Project	Infrastructure				1,500,000				1,500,000	G.O. Improvement Bonds / Property Tax & Special Assessments	
TBD Project	Infrastructure					1,500,000			1,500,000	G.O. Improvement Bonds / Property Tax & Special Assessments	
TBD Project	Infrastructure						1,500,000		1,500,000	G.O. Improvement Bonds / Property Tax & Special Assessments	
TBD Project	Infrastructure							1,500,000	1,500,000	G.O. Improvement Bonds / Property Tax & Special Assessments	
Sub-Total Bonds		1,854,633	1,802,000	1,500,000	4,000,000	4,000,000	1,500,000	1,500,000	12,500,000		
Total 2017-2021 CIP		3,161,633	3,373,502	3,108,500	5,722,000	5,580,000	3,572,000	3,055,000	21,037,500		

Strategic Program Area	2016	2016 Est.	2017	2018	2019	2020	2021	Estimated 5 year costs	Strategic Program Area
Public Safety	517,000	586,037	68,000	40,000	68,000	40,000	40,000	256,000	Public Safety
Recreation	290,000	200,000	353,500	2,845,000	2,860,000	360,000	360,000	6,778,500	Recreation
Infrastructure	2,374,633	2,536,562	2,610,000	2,825,000	2,640,000	2,900,000	2,655,000	13,630,000	Infrastructure
Comm. Dev.	-	12,000	12,000	12,000	12,000	272,000	-	308,000	Vibrant Business / Industrial / Neighborhoods
Admin/Leq.	-	38,903	65,000	-	-	-	-	65,000	Excellent Quality of Life
North Kato Ideas	-	-	-	-	-	-	-	-	North Kato Ideas
	3,181,633	3,373,502	3,108,500	5,722,000	5,580,000	3,572,000	3,055,000	21,037,500	

Funding Source	2016	2016 Est.	2017	2018	2019	2020	2021	Estimated 5 year costs	Funding Source
Cash / Donation	-	35,000	-	-	-	-	-	-	Cash / Donation
Cash / General Fund	350,000	300,000	408,500	400,000	400,000	425,000	425,000	2,058,500	Cash / General Fund
Cash / General Fund / Donations	200,000	200,000	345,000	345,000	360,000	360,000	360,000	1,770,000	Cash / General Fund / Donations
Cash / Capital Facilities & Equipment Replacement	567,000	449,502	245,000	357,000	190,000	647,000	120,000	1,559,000	Cash / Capital Facilities & Equipment Replacement
Community Development Block Grant	-	140,000	-	-	-	-	-	-	Community Development Block Grant
Cash / Water Fund	65,000	50,000	365,000	365,000	365,000	365,000	365,000	1,825,000	Cash / Water Fund
Cash / Sewer Fund	145,000	397,000	245,000	255,000	265,000	275,000	285,000	1,325,000	Cash / Sewer Fund
G.O. Bonds	400,000	417,000	-	-	-	-	-	-	G.O. Bonds
G.O. Capital Project Bonds	-	-	-	2,500,000	2,500,000	-	-	5,000,000	G.O. Capital Project Bonds
G.O. Improvement Bonds / Property Tax & Special Assessments	1,385,000	1,385,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	7,500,000	G.O. Improvement Bonds / Property Tax & Special Assessments
G.O. Improvement Bonds and Municipal State Aid Advance	69,633	-	-	-	-	-	-	-	G.O. Improvement Bonds and Municipal State Aid Advance
G.O. Sales Tax Bonds	-	-	-	-	-	-	-	-	G.O. Sales Tax Bonds
	3,181,633	3,373,502	3,108,500	5,722,000	5,580,000	3,572,000	3,055,000	21,037,500	

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RESOLUTION APPROVING THE GENERAL FUND BUDGET
AND AUXILIARY FUND BUDGET
FOR FISCAL YEAR 2017

BE IT RESOLVED by the City Council of the City of North Mankato, County of Nicollet, Minnesota, that the City Council approved the General Fund and Auxiliary Fund Budgets for the 2017 Fiscal Year as follows:

1.	General Fund	
A.	General Government	\$ 776,118
B.	Public Safety	\$ 2,200,202
C.	Public Works	\$ 2,132,793
D.	Culture-Recreation	\$ 1,911,915
E.	Other Functions	\$ 993,058
	TOTAL GENERAL FUND EXPENDITURES	\$ 8,014,086
2.	Auxiliary Fund	
A.	Special Revenue Funds	\$ 852,269
B.	Port Authority Funds	\$ 616,914
C.	Debt Service Funds	\$ 2,900,532
D.	Capital Project Funds	\$ 1,824,589
E.	Enterprise Funds	\$ 6,043,037
F.	Trust and Agency Funds	\$ 71,333
	TOTAL AUXILIARY FUND EXPENDITURES	\$12,308,674
	TOTAL BUDGET ALL FUNDS	\$20,322,760

BE IT FURTHER RESOLVED, that the City Council approved the Capital Improvement Plan as included in the 2017 Budget documents.

Adopted by the City Council this 19th day of December 2016.

Mayor

City Clerk

RESOLUTION APPROVING 2016 TAX LEVY, COLLECTIBLE IN 2017

BE IT RESOLVED by the City Council of the City of North Mankato, County of Nicollet, Minnesota, that the following sums of money be levied for the current year collectible in 2017, upon the taxable property in said City of North Mankato, for the following purposes:

General Fund	\$ 4,282,256
Port Authority Fund	\$ 75,000
Bonded Indebtedness	\$ 1,440,953
Abatement Levy	\$ 112,083

Total Budgeted Levy	\$ 5,910,292
----------------------------	---------------------

Pursuant to M.S. 475.61, Subd. 3, the City Council and City Clerk do hereby certify and state to the County Auditor that the foregoing levy for "bonded indebtedness", when taken together with excess funds on hand in existing debt service accounts, aggregates more than sufficient monies to service all irrevocable levies previously made by the City for debt service and the Auditor therefore may reduce the amount of any additional irrevocable levies accordingly.

"Provision has been made by the City for payment of \$346,827 as the City's contributory share to the Public Employees' Retirement Fund as provided for in Minnesota Statutes Annotated, Sections 353.01 et seq." No further levy is required for this purpose.

The City Clerk is hereby instructed to transmit a certified copy of this resolution to the County Auditor of Nicollet County, Minnesota.

Adopted by the City Council this 19th day of December 2016.

Mayor

City Clerk

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #10B	Department: City Planner	Council Meeting Date: 12/19/16																												
TITLE OF ISSUE: Consider Z-5-16, a Request to Rezone 1610 LorRay Drive from TUD to R-3A and consider Adopting Ordinance No. 84, Fourth Series, Rezoning 1610 LorRay Drive from Transitional Unzoned District to R-3A, Medium Density Residential.																														
BACKGROUND AND SUPPLEMENTAL INFORMATION: Please review the attached report.																														
<i>If additional space is required, attach a separate sheet</i>																														
REQUESTED COUNCIL ACTION: Approval of Z-5-16, Request to Rezone 1610 LorRay Drive from TUD to R-3A. Adoption of Ordinance No. 84, Fourth Series, Rezoning 1610 LorRay Drive from Transitional Unzoned District to R-3A, Medium Density Residential.																														
Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Spears</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Freyberg	_____	_____	Spears	_____	_____	Steiner	_____	_____	Norland	_____	_____	Dehen	<div style="text-align: center; border-bottom: 1px solid black; margin-bottom: 10px;"> SUPPORTING DOCUMENTS ATTACHED </div> <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input 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>Z-6-16 Report from the Planning Commission</u> _____ _____ _____		Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Minutes
of the
NORTH MANKATO PLANNING COMMISSION MEETING
North Mankato, Minnesota
December 8, 2016

A regular meeting of the North Mankato Planning Commission was held at 7 p.m., December 8, 2016 in the Council Chambers of the Municipal Building.

Planning Commission members present: Chair Stephanie Stoffel, Commissioners Corey Brunton, Nick Meyer and Jason Beal. Staff members present: Council Liaison Kim Spears, City Attorney Mike Kennedy and Community Development Director Mike Fischer.

A motion was made by Commissioner Beal, seconded by Commissioner Brunton to approve the minutes of the November 10, 2016 regular meeting of the Planning Commission. Vote on the motion: all ayes, 0 nays; motion carried.

Z-5-16, a request to rezone the property addressed as 1610 Lor Ray Drive from Transitional Unzoned District (TUD) to Medium Density Residential (R-3A).

Staff presented a request from Audrey Tschohl and Dustin Lee to rezone the property addressed as 1610 LorRay Drive from Transitional Unzoned District (TUD) to Medium Density Residential (R-3A) to accommodate development of senior housing on the property. Staff indicated the rezoning is consistent with the Comprehensive Plan and the applicants will submit a Planned Unit Development (PUD) application in the near future. Staff acknowledged that various studies on traffic, ravine stability and density have been performed to support residential development on the property. Barb Church, 102 Wheeler Avenue, stated the proposed development is the best alternative to a park which preserves trees, considered the existing barn and acknowledges the history of the Tschohl family. Ms. Church indicated she met with the developer and supports the rezoning request. Jesse Klitzke, granddaughter of Lloyd Tschohl indicated she supports the rezoning application as the development will provide opportunities to serve those with memory disabilities similar to those of her grandfather. John Hurd, 732 Garfield Avenue, speaking on behalf of the Friends of North Mankato, stated their support for the rezoning and proposed project. Mr. Hurd indicated he is impressed with Mr. Lee as he is willing to talk about the environmental aspects of the development. The Planning Commission held discussions regarding permitted uses with the R-3A district and the PUD process. It was moved by Commissioner Beal, seconded by Commissioner Meyer, to approve Z-5-16. Vote on the motion: all ayes; Brunton abstaining, motion carried.

Request to Amend the Comprehensive Land Use Plan including Figure 3-2, Future Land use Map, a request from the City of North Mankato.

Staff summarized the lot size and setback amendments recently approved by the City Council within the R-1S, One –Family Dwelling, Small Lot Zoning District and presented an amendment

to the Future Land Use Map in the Comprehensive Plan including text changes. Staff indicated the amendments would create a new Low Density Intermediate Residential land use classification located north of Timm Road between Lor Ray Drive and Lookout Drive, guided for R-1S zoning. The Planning Commission held considerable discussion regarding the location and physical characteristics of the proposed Low Density Intermediate Residential area, demand for housing, area zoning, compatibility of housing types, lack of land guided for multi-family housing, proximity to industrial zoning and use of streets to transition zoning districts. With continued discussion regarding the physical characteristics of the area guided for R-1S Zoning and the lack of guided areas for residential development on smaller lots, it was moved by Commissioner Brunton, seconded by Commissioner Beal to approve the Land Use Map and text amendments as proposed within the Comprehensive Plan. Vote on the motion: Meyer, Brunton and Beal voting aye; Stoffel voting nay; motion carried.

There being no further discussion it was motioned by Commissioner Meyer, seconded by Commissioner Beal, to adjourn. Vote on the motion: all ayes, 0 nays; motion carried. The meeting was adjourned at 8:10 p.m.

Chairperson

Secretary

ORDINANCE NO. 84, FOURTH SERIES
AN ORDINANCE OF THE CITY OF NORTH MANAKTO, MINNESOTA
AMENDING NORTH MANKATO CITY CODE, CHAPTER 156, ENTITLED "ZONING CODE",
BY CHANGING THE ZONING DISTRICT MAP AND, BY ADOPTING BY REFERENCE NORTH
MANKATO CITY CODE, CHAPTER 10 AND SECTION 10.99 WHICH,
AMONG OTHER THINGS, CONTAIN PENALTY PROVISIONS

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

Section 1. North Mankato City Code, Section 156.021, entitled "Zoning District Map," is hereby amended by changing the zoning as follows:

A. To rezone 1610 Lor Ray Drive from Transitional Unzoned District to R-3A.

Section 2. North Mankato City Code, Chapter 10, entitled "General Provisions" are hereby adopted in their entirety, by reference, as though repeated verbatim herein.

Section 3. After adoption, signing and attestation, this Ordinance shall be published once in the official newspaper of the City and shall be in effect on or after the date following such publication.

Adopted by the Council this 19th day of December 2016.

Mayor

ATTEST:

City Clerk

Z-5-16

A REQUEST TO REZONE 1610 LOR RAY DRIVE FROM TUD TO R-3A

A REQUEST FROM AUDREY TSCHOHL AND DUSTIN LEE

THE CITY OF NORTH MANKATO

SUBJECT: Z-5-16
APPLICANT: Audrey Tschohl/Dustin Lee
LOCATION: 1610 Lor Ray Drive
EXISTING ZONING: TUD, Transitional Unzoned District
DATE OF HEARING: 12-8-2016
DATE OF REPORT: 11-30-2016
REPORTED BY: Michael Fischer, City Planner

APPLICATION SUBMITTED

Request to rezone the property addressed as 1610 Lor Ray Drive from TUD, Transitional Unzoned District to R-3A, Medium Density Residential

COMMENT

Attached as Exhibit A is a request from Audrey Tschohl and Dustin Lee to rezone the property located at the intersection of Lee Boulevard and Lor Ray Drive addressed as 1610 Lor Ray Drive from TUD to R-3A. Ms. Tschohl is the property owner and Mr. Lee is a developer who seeks to construct two one level senior housing buildings on the property. Upon successful rezoning of the property it's expected that Mr. Lee will submit a Planned Unit Development (PUD) application for development of the property.

As other requests to rezone the property have been made in the past, Exhibit B is a summary of the action taken by the Planning Commission and City Council.

As shown on Exhibit C, as part of the Future Land Use Map within the Comprehensive Plan, the property is guided for future Medium Density Residential use. According to the Comprehensive Plan "medium density residential uses are typically in the form of townhomes, duplexes, and small scale apartment or condo buildings. Advantages of these types of housing are that less property maintenance may be required since yards are smaller and some medium density developments may have associations that handle lawn care and snow removal. As a result, these types of housing tend to be very attractive to seniors. As part of the engagement process, some residents felt there was a shortage of quality medium density housing. Providing enough medium density housing options helps residents stay within the City of North Mankato as they age to different stages of their lives. Density targeted in this

category are over 5 dwelling units and up to 10 dwelling units per acre. The primary zoning districts that would generally correspond to this land use designation would be the R-2, One and Two Family Dwelling District and the R-3A, Medium Density Residential District."

According to the City Code, the intent of the R-3A zoning district is to establish an area for medium density uses. Such uses are intended for the development of single-family attached and detached dwellings and medium density residential dwellings such as duplexes, townhomes and smaller apartment buildings. The density of residential development shall not exceed 6 dwelling units per acre. Multiple family dwellings and apartments shall not exceed 4 dwelling units per structure.

Based on a past Planning Commission recommendation, the following studies have been conducted for the property:

1. Traffic Analysis
2. Ravine Stability
3. Density Analysis

Traffic Analysis

Attached is a traffic analysis completed by Bolton & Menk regarding the impact of a previously considered 28 unit townhome development. While the analysis was specific to the townhome development, the proposed senior housing development is expected to generate less traffic. In summary, based on the townhome development, the analysis recommended relocating the access drive on the property and increasing the length of the turning lanes on Lor Ray Drive in two locations to accommodate future traffic.

Ravine Stability

Attached is a memo from Bolton & Menk regarding the impact of any proposed development on the stability of the ravine adjacent to the property. In summary, with the correct use of storm water holding ponds and storm water pipes, there were no concerns regarding the stability of the ravine based on development.

Density Analysis

Attached is a memo from RDG Planning & Design regarding site zoning and density analysis of the property. The memo considers factors that should be considered as part of any zoning application including zoning context, future land use, transportation, comprehensive plan recommendations, and an overall density review. The findings of the report suggest that based on the location of the site, adjacent zoning districts, available transportation infrastructure, and the vision proposed in the Future Land Use Map of the Comprehensive Plan, it would be appropriate to zone the site as either R-1, R-1S, R-2 or R-3. One of the options stated in the analysis is to consider development of the property as a PUD.

RECOMMENDATION

As the proposed rezoning to R-3A is consistent with the Comprehensive Plan, staff recommends approval of Z-5-16.

EXHIBIT A

November 16, 2016

To: Michael Fischer Community Development Director City of North Mankato

John Harrenstein City Administrator City of North Mankato

Gentleman: Please accept this written request from Audrey Tschol, (Primary applicant) the property owner and Dustin Lee, (co-applicant; buyer) located at: 1610 Lor Ray Drive, City of North Mankato, County of Nicollet, State of Minnesota, 56003; and legally described as:

All that part of the Southeast Quarter of the Northeast Quarter of Section 11, Township 108 North, Range 27 West, lying southerly and westerly of Sunrise Acres #5, according to the plat thereof on file and of record in the Office of the County Recorder within and for Nicollet County, Minnesota.

Audrey Tschol, (Primary applicant) the property owner and Dustin Lee, (co-applicant/buyer); the owner of the property addressed as 1610 Lor Ray Drive, I request to rezone the property from Transitional Unzoned District (TUD) to Medium Density Residential (R-3A). The rezoning would accommodate future development of the property by Dustin Lee, Developer of Memory Care support Assisted Living Cottages. It is expected that Dustin Lee, will submit an PUD application to the City to accommodate future development of senior housing on the site.

Buyer intends to develop two one-level Residential Memory Care Support Assisted Living Cottages on the most northern section of land. This will preserve the old growth trees on the southern section.

Each cottage will be one-level and approximately 17,000 square feet. Each cottage will have 28 resident rooms

As my property is guided in the Comprehensive Plan for future medium density residential development, an R-3A zoning designation is consistent with the Comprehensive Plan. Thank you for your consideration.

Respectfully submitted:

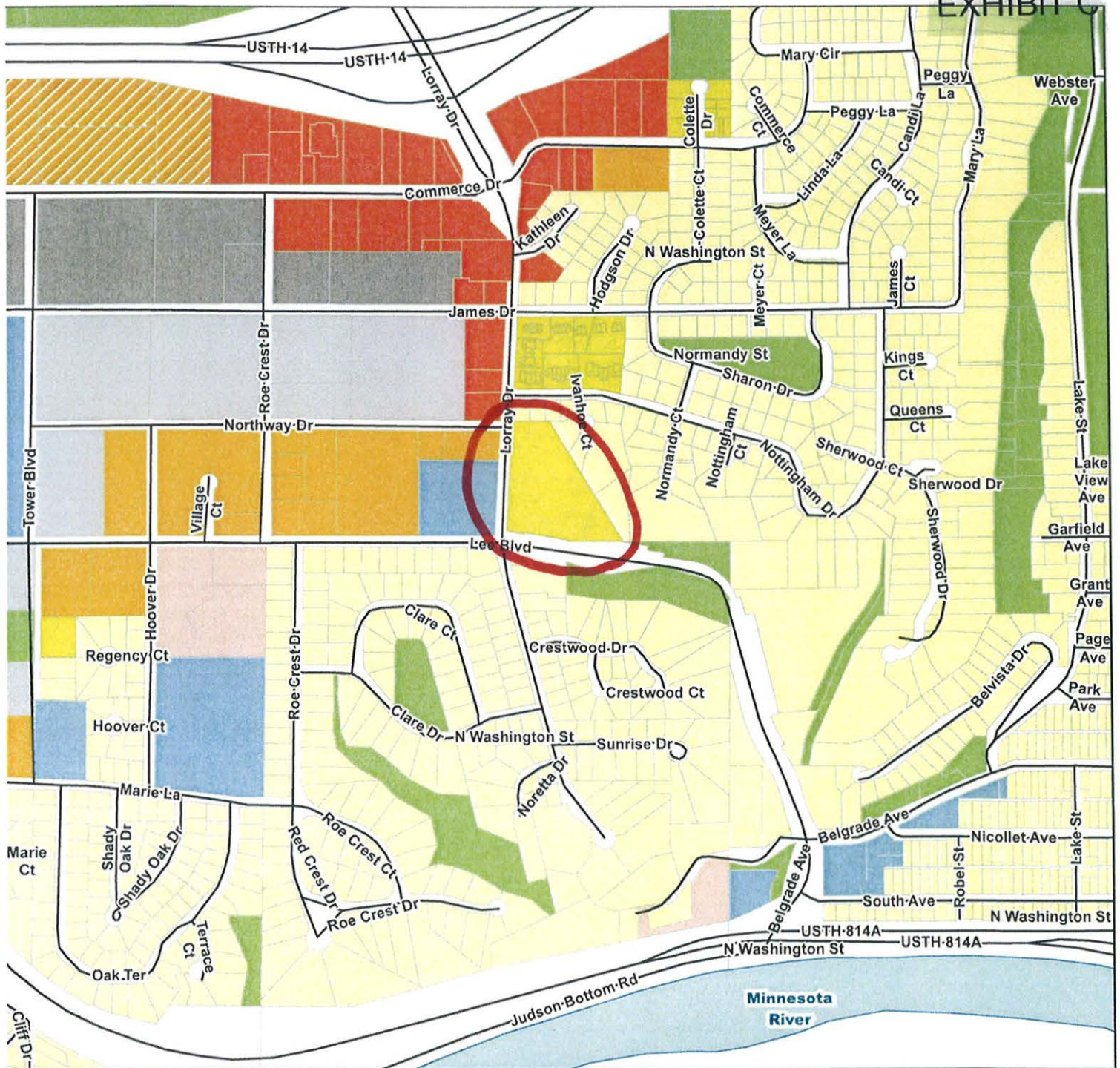
Audrey Tschol, (Primary applicant) the property owner:

 Date: 11-16-2016

Dustin Lee, (co-applicant; buyer)

 Date: 11-16-2016.

DATE	REZONING REQUEST	PLANNING COMMISSION RECOMMENDATION	CITY COUNCIL ACTION
May 2014	TUD to R-3	Denial until specific use of property is determined	No action taken
October/ 2014 November	TUD to R-3	Approval, subject to: Development agreement Traffic study Ravine study Density study	Extension granted until January 7, 2015
January 5, 2015			60 day extension granted
March 2, 2015			Denied



Future Land Use

- | | |
|---------------------------------|---|
| Central Redevelopment District | Light Industrial |
| Central Business District | High Density Residential |
| General Commercial | Medium Density Residential |
| Neighborhood Commercial | Low Density Residential |
| Commercial/Industrial Mixed Use | Low Density Residential / Institutional |
| Heavy Industrial | Institutional |
| | Open Space/Park |
| | Right of way |



1 inch = 774.73 feet



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: October 30, 2014
To: Mike Fischer, City Planner
City of North Mankato
From: Dan Sarff, P.E.
Molly Stewart, P.E.
Subject: Berg Apartments Traffic Impact Study

Introduction

This document presents the traffic analysis for the proposed Berg Apartments development (proposed development) located at the northeast corner of Lor Ray Drive and Lee Blvd in the City of North Mankato, Minnesota. The planned development includes the addition of a 28 unit multi-family housing development to a currently vacant lot. The proposed development will require access from Lor Ray Drive. It is recommended that this access be located across from the existing three leg intersection of Lor Ray Drive and Northway Drive or at least 100 feet south of this intersection, as the proximity of the intersections results in overlapping left turning vehicles (e.g. northbound left at Northway Drive uses the same space as a southbound left at the development access). A preliminary site plan for the proposed development is included in **Appendix A**.

Traffic operations were analyzed at five intersections around the proposed development site. These include the intersections of:

1. Lor Ray Drive at Lee Blvd
2. Lor Ray Drive at Northway Drive (for the analysis, the access drive is assumed to be across from Northway Drive)
3. Lor Ray Drive at Nottingham Drive
4. Lor Ray Drive at James Drive
5. Lor Ray Drive at Commerce Drive

The purpose of this investigation was to analyze the impacts the proposed development has on the intersections mentioned above. The investigation will determine how well the existing roadways, lane configurations, and traffic control can handle the current and future traffic loads with the addition of the new development.

Existing Conditions

Traffic data was collected at the five intersections mentioned above in October 2014 during the AM and PM peak hours. **Figure 1** displays the existing turning movement counts along with the existing lanes and traffic control for each intersection. AADT volumes were also obtained from the MnDOT Traffic Data Management System for key roadway segments and are shown on **Figure 1**.



Traffic Forecasting

The build year for the proposed development is 2015. The Build Scenario assumes that access for the proposed development will be at the already existing t-intersection of Lor Ray Drive and Northway Drive making this intersection a four legged intersection.

Trip generation for the site was determined using the Trip Generation Manual, 8th Edition, Institute of Transportation Engineers, 2008. Trip generation rates were evaluated for the site use, using data for Residential Condominium/Townhouse (230). This rate was applied to the proposed site development. The proposed trip generation was added to the 2014 traffic counts. The site layout for the proposed development is shown in **Appendix A**. Trip Generation for the proposed development is shown in **Table 1** below.

Table 1: Trip Generation for Proposed Development

Land Use	Use Size		AM Peak Hour				PM Peak Hour				Daily			
	28	Units	ITE Trip Rate	Total	Enter	Exit	ITE Trip Rate	Total	Enter	Exit	ITE Trip Rate	Total	Enter	Exit
Residential Condominium/Townhouse			0.44	12	2	10	0.52	15	10	5	5.81	163	82	81

The distribution of the generated trips was based on the current traffic pattern in the area. The trip generation volumes were distributed to the intersections being analyzed and followed the general pattern of current traffic.

The new development trips were added to the forecasted volumes to create the build volumes. The 2015 no build and build volumes are shown in **Figure 2** and **Figure 3**, respectively.

Analysis was also completed for the intersections for a future year of 2025 for the no-build and build scenarios. Background traffic was grown at the rate 1.5% per year. This growth is based on historic AADT volumes in the area which were obtained from MnDOT's Traffic Data Management System. The 2025 future no-build and build volumes are shown in **Figure 4** and **Figure 5**, respectively.

Measures of Effectiveness

The traffic operations analysis for the intersections consider the following measures to determine the adequacy of the intersection design to meet acceptable operations: intersection delay/Level of Service (LOS) and volume-to-capacity ratios. An explanation of each of these measures is provided below:

Intersection Delay/Level of Service (LOS)

A level of service (LOS) analysis was completed for the studied intersections to determine how well these intersections operate with study area traffic volumes. The LOS results are based on average delay per vehicle developed from HCM methodology and modeled within the analysis software, Trafficware Synchro. Intersections and each approach are given a ranking from LOS A through LOS F. LOS A indicates uncongested traffic operation, with vehicles experiencing minimal delay. LOS A through D is generally perceived to be acceptable to drivers. LOS E indicates that an intersection is operating at, or very near, its capacity and that drivers experience considerable delay. LOS F indicates an intersection where demand exceeds capacity and drivers experience substantial delay.



The LOS thresholds for signalized and unsignalized intersections are presented in **Table 2**. The delay threshold for unsignalized intersections is lower for each LOS compared to signalized intersections, which accounts for the fact that people expect a higher level of service when at a stop-controlled intersection. A higher LOS (i.e. LOS D, E, and F) is indicative of elevated delay times compared to lower levels of service (i.e. LOS A, B, and C).

Table 2: Level of Service Criteria

	Signalized Intersection	Unsignalized Intersection
LOS	Control Delay per Vehicle (sec.)	Control Delay per Vehicle (sec.)
A	≤ 10	≤ 10
B	>10 and ≤ 20	>10 and ≤ 15
C	>20 and ≤ 35	>15 and ≤ 25
D	>35 and ≤ 55	>25 and ≤ 35
E	>55 and ≤ 80	>35 and ≤ 50
F	>80	>50

For this analysis, it is anticipated that overall intersection LOS of A to D is considered acceptable, while LOS A to E is considered acceptable on any individual movement.

Volume-to-Capacity Ratios

A measurement of an intersection's ability to handle traffic includes determining how close the facility is to meeting its capacity threshold. A volume-to-capacity ratio (v/c) is the proportion of the actual traffic utilizing the facility compared to the facility's physical ability to carry a specific maximum volume. This is calculated by dividing the total traffic using the facility by the capacity of the facility. This can then determine if a facility is sufficient to handle the traffic that is expected to use it. A ratio greater than 1.0 predicts that the facility will be unable to discharge all of the demand arriving on it. Such a situation is anticipated to result in long queues and extensive delays or diversion to alternate routes. While a v/c ratio below 1.0 is acceptable, it is preferable to have v/c ratios below 0.85 to account for traffic fluctuations.

Operations Analysis

A total of five different scenarios were modeled and analyzed to determine the traffic impacts of the proposed developments including Existing Conditions, 2015 No-Build, 2015 Build, 2035 No-Build and 2035 Build.

Baseline Scenarios

Existing

The existing traffic was analyzed to determine baseline conditions for the intersections in the study area. **Table 3** and **Table 4** show the results for this analysis. Overall, all of the analyzed intersections experience acceptable operations during both the AM and PM peak hours. Queue lengths were also analyzed at the intersections to determine if any mitigation was needed. The following intersections experience max queue lengths that extended past the storage length provided:

- Southbound left at Lor Ray Drive/Lee Blvd intersection (AM and PM Peak hours)
- Eastbound left at Lor Ray Drive/Commerce Drive intersection (PM Peak hour only)

To eliminate the max queue going into the through lanes, the southbound left turn lane at the intersection of Lor Ray Drive and Lee Blvd could be lengthened from approximately 125 feet to 260 feet and the



eastbound left turn lane at the intersection of Lor Ray Drive and Commerce Drive could be lengthened from approximately 115 feet to 300 feet.

Table 3: Operational Analysis – 2014 Existing AM Peak Hour

Intersection Name	Control Type	Worst Mvmt (LOS)	V/C	Delay (s/veh)	LOS	Max Queue (Mvmt) ft
Lor Ray Drive at Lee Blvd	Signal	EBL (B), EBR (B), WB (B), SBL (B)	0.7	12.8	B	217 (SBL)
Lor Ray Drive at Northway Drive/New Driveway	TWSC	EB (C)	0.3	0.9	A	6 (EB)
Lor Ray Drive at Nottingham Drive	TWSC	WB (B)	0.3	0.6	A	6 (WB)
Lor Ray Drive at James Drive	AWSC	SBT (C)	0.6	14.1	B	88 (SBT)
Lor Ray Drive at Commerce Drive	Signal	WBT (C)	0.6	16.2	B	231 (SBT)

Table 4: Operational Analysis – 2014 Existing PM Peak Hour

Intersection Name	Control Type	Worst Mvmt (LOS)	V/C	Delay (s/veh)	LOS	Max Queue (Mvmt) ft
Lor Ray Drive at Lee Blvd	Signal	WBL (C), WBR (C)	0.7	16.1	B	225 (SBL)
Lor Ray Drive at Northway Drive/New Driveway	TWSC	EB (C)	0.3	1.2	A	12 (EB)
Lor Ray Drive at Nottingham Drive	TWSC	WB (C)	0.3	0.4	A	2 (WB)
Lor Ray Drive at James Drive	AWSC	NBT (C), SBT (C)	0.7	17	C	108 (NBT)
Lor Ray Drive at Commerce Drive	Signal	EBL (C), EBT (C), WBT (C), NBT (C), SBT (C)	0.9	24.8	C	295 (EBL)

2015 No-Build

The No-Build scenario depicts the traffic in 2015 without the proposed development. The volumes in this scenario are similar to the existing due to the low growth rate. **Table 5** and **Table 6** show the results for this analysis. Because the volumes didn't change drastically from the existing scenario, no additional intersections or movements are anticipated to need improvements beyond what is mentioned above.

Table 5: Operational Analysis – 2015 No-Build AM Peak Hour

Intersection Name	Control Type	Worst Mvmt (LOS)	V/C	Delay (s/veh)	LOS	Max Queue (Mvmt) ft
Lor Ray Drive at Lee Blvd	Signal	EBL (B), EBR (B), WB (B), SBL (B)	0.7	12.9	B	223 (SBL)
Lor Ray Drive at Northway Drive/New Driveway	TWSC	EB (C)	0.3	0.9	A	8 (EB)
Lor Ray Drive at Nottingham Drive	TWSC	WB (C)	0.3	0.6	A	6 (WB)
Lor Ray Drive at James Drive	AWSC	SBT (C)	0.6	14.5	B	92 (SBT)
Lor Ray Drive at Commerce Drive	Signal	WBT (C)	0.6	16.4	B	236 (SBT)

**Table 6: Operational Analysis – 2015 No-Build PM Peak Hour**

Intersection Name	Control Type	Worst Mvmt (LOS)	V/C	Delay (s/veh)	LOS	Max Queue (Mvmt) ft
Lor Ray Drive at Lee Blvd	Signal	WBL (C), WBR (C)	0.8	16.4	B	257 (SBL)
Lor Ray Drive at Northway Drive/New Driveway	TWSC	EB (C)	0.3	1.2	A	12 (EB)
Lor Ray Drive at Nottingham Drive	TWSC	WB (C)	0.3	0.5	A	4 (WB)
Lor Ray Drive at James Drive	AWSC	NBT (C), SBT (C)	0.7	17.8	C	114 (NBT)
Lor Ray Drive at Commerce Drive	Signal	EBL (C), EBT (C), WBT (C), NBT (C), SBT (C)	0.9	25.5	C	301 (EBL)

2025 No-Build

The No-Build scenario depicts the traffic in 2025 without the proposed development. The volumes in this scenario are similar to the existing due to the low growth rate. **Table 7** and **Table 8** show the results for this analysis. Overall, all of the analyzed intersections experience acceptable overall operations during both the AM and PM peak hours. At the intersection of Lor Ray Drive and James Drive the northbound through movement experiences a LOS E during the PM peak hour. This intersection is currently an all-way stop controlled (AWSC) intersection. Since this intersection experiences an acceptable LOS for the northbound movement no modifications are anticipated. Reevaluation may be needed in the future as traffic volumes continue to grow.

Queue lengths were also analyzed at the intersections to determine if any mitigation was needed. The following intersections still experience queue lengths that extended past the storage length provided:

- Southbound left at Lor Ray Drive/Lee Blvd intersection (AM and PM Peak hours)
- Eastbound left at Lor Ray Drive/Commerce Drive intersection (PM Peak hour only)

To eliminate the maximum queue going into the through lanes, the southbound left turn lane at the intersection of Lor Ray Drive and Lee Blvd could be lengthened from approximately 125 feet to 330 feet and the eastbound left turn lane at the intersection of Lor Ray Drive and Commerce Drive could be lengthened from approximately 115 feet to 380 feet. It was also noted that the queue length for the southbound through movement at the intersection of Lor Ray Drive and Commerce extends past the southbound left turn lane during the AM Peak hour only. Anticipated mitigation includes adding additional capacity for the southbound movement or extending the southbound left turn lane past the max southbound through queue so that the left turn lane is not blocked.

**Table 7: Operational Analysis – 2025 No-Build AM Peak Hour**

Intersection Name	Control Type	Worst Mvmt (LOS)	V/C	Delay (s/veh)	LOS	Max Queue (Mvmt) ft
Lor Ray Drive at Lee Blvd	Signal	EBL (C), WBT (C), WBR (C)	0.8	17	B	284 (SBL)
Lor Ray Drive at Northway Drive/New Driveway	TWSC	EB (D)	0.3	1.1	A	12 (EB)
Lor Ray Drive at Nottingham Drive	TWSC	WB (C)	0.3	0.7	A	10 (WB)
Lor Ray Drive at James Drive	AWSC	SBT (D)	0.8	19.5	C	148 (SBT)
Lor Ray Drive at Commerce Drive	Signal	WBL (C), WBT (C), SBT (C)	0.8	18.8	B	329 (SBT)

Table 8: Operational Analysis – 2025 No-Build PM Peak Hour

Intersection Name	Control Type	Worst Mvmt (LOS)	V/C	Delay (s/veh)	LOS	Max Queue (Mvmt) ft
Lor Ray Drive at Lee Blvd	Signal	EBR (C), WBL (C), WBR (C)	0.8	20.6	C	320 (SBL)
Lor Ray Drive at Northway Drive/New Driveway	TWSC	EB (C)	0.3	1.5	A	20 (EB)
Lor Ray Drive at Nottingham Drive	TWSC	WB (C)	0.3	0.5	A	4 (WB)
Lor Ray Drive at James Drive	AWSC	NBT (E)	0.9	29.2	D	204 (NBT)
Lor Ray Drive at Commerce Drive	Signal	NBT (D)	0.9	26.8	C	375 (EBL)

Build Scenarios*2015 Build*

The Build scenario depicts the traffic in 2015 with the proposed development. The volumes in this scenario are similar to the 2015 No-Build due to very little traffic being generated by the proposed development. **Table 9** and **Table 10** show the results for this analysis. Because the volumes didn't change drastically from the 2015 No-Build scenario, no additional intersections or movements are anticipated to need improvements beyond what is mentioned above.

Table 9: Operational Analysis – 2015 Build AM Peak Hour

Lor Ray Drive at Lee Blvd	Signal	EBL (B), EBR (B), WB (B), SBL (B)	0.7	12.9	B	220 (SBL)
Lor Ray Drive at Northway Drive/New Driveway	TWSC	EB (C), WB (C)	0.3	1	A	8 (EB)
Lor Ray Drive at Nottingham Drive	TWSC	WB (B)	0.3	0.6	A	6 (WB)
Lor Ray Drive at James Drive	AWSC	SBT (C)	0.6	14.2	B	88 (SBT)
Lor Ray Drive at Commerce Drive	Signal	WBT (C)	0.6	16.2	B	231 (SBT)

**Table 10: Operational Analysis – 2015 Build PM Peak Hour**

Intersection Name	Control Type	Worst Mvmt (LOS)	V/C	Delay (s/veh)	LOS	Max Queue (Mvmt) ft
Lor Ray Drive at Lee Blvd	Signal	WBL (C), WBR (C)	0.7	14.5	B	253 (SBL)
Lor Ray Drive at Northway Drive/New Driveway	TWSC	EB (C), WB (C)	0.3	1.3	A	12 (EB)
Lor Ray Drive at Nottingham Drive	TWSC	WB (C)	0.3	0.4	A	2 (WB)
Lor Ray Drive at James Drive	AWSC	NBT (C), SBT (C)	0.7	17.3	C	108 (NBT)
Lor Ray Drive at Commerce Drive	Signal	EBL (C), EBT (C), WBT (C), NBT (C), SBT (C)	0.8	23.2	C	266 (EBL)

2025 Build

The Build scenario depicts the traffic in 2025 with the proposed development. Again, the volumes in this scenario are similar to the 2025 No-Build due to very little traffic being generated by the proposed development. **Table 11** and **Table 12** show the results for this analysis. Because the volumes didn't change drastically from the 2025 No-Build scenario, no additional intersections or movements are anticipated to need improvements beyond what is mentioned above.

Table 11: Operational Analysis – 2025 Build AM Peak Hour

Intersection Name	Control Type	Worst Mvmt (LOS)	V/C	Delay (s/veh)	LOS	Max Queue (Mvmt) ft
Lor Ray Drive at Lee Blvd	Signal	EBL (C), WBT (C), WBR (C)	0.8	17.1	B	287 (SBL)
Lor Ray Drive at Northway Drive/New Driveway	TWSC	EB (D)	0.3	1.3	A	12 (EB)
Lor Ray Drive at Nottingham Drive	TWSC	WB (C)	0.3	0.7	A	10 (WB)
Lor Ray Drive at James Drive	AWSC	SBT (D)	0.8	19.7	C	148 (SBT)
Lor Ray Drive at Commerce Drive	Signal	WBL (C), WBT (C), SBT (C)	0.8	18.8	B	329 (SBT)

Table 12: Operational Analysis – 2025 Build PM Peak Hour

Intersection Name	Control Type	Worst Mvmt (LOS)	V/C	Delay (s/veh)	LOS	Max Queue (Mvmt) ft
Lor Ray Drive at Lee Blvd	Signal	EBR (C), WBL (C), WBR (C)	0.8	21	C	323 (SBL)
Lor Ray Drive at Northway Drive/New Driveway	TWSC	EB (C), WB (C)	0.4	1.7	A	22 (EB)
Lor Ray Drive at Nottingham Drive	TWSC	WB (C)	0.3	0.5	A	4 (WB)
Lor Ray Drive at James Drive	AWSC	NBL (E)	0.9	30	D	208 (NBT)
Lor Ray Drive at Commerce Drive	Signal	NBT (D)	0.9	26.9	C	375 (EBL)



Summary

Only the intersections of Lor Ray Drive at Lee Blvd and Lor Ray Drive at Commerce Drive are anticipated to have some concerns due to the background growth in traffic levels in the area. The results of the analysis show that the additional trips generated from the proposed development do not have a significant impact on delays or queue lengths at any of the intersections during any of the conditions analyzed.

Safety Analysis

A crash analysis was completed for the study intersection using the Minnesota Crash Mapping Analysis Tool (MnCMAT) for the previous three years (2011-2013). Most of the intersections had fewer than five crashes during the three years. Intersections that had a higher crash total over the analyzed years include:

Lor Ray Drive at James Drive

- 6 crashes (3 rear-end, 3 right angle)
- This intersection is currently AWSC. Majority of the crashes resulted because one driver failed to yield the ROW to the other drive, most likely one of the drivers disregarded the stop sign. The number of crashes occurring at this intersection in the previous three years does not appear to suggest a need for improvements at this intersection.

Lor Ray Drive at Commerce Drive

- 13 crashes (more than half were rear-ends)
- Rear-end crashes are typically the most significant crash type that occur at signalized intersections. No features are deemed to be inadequate.

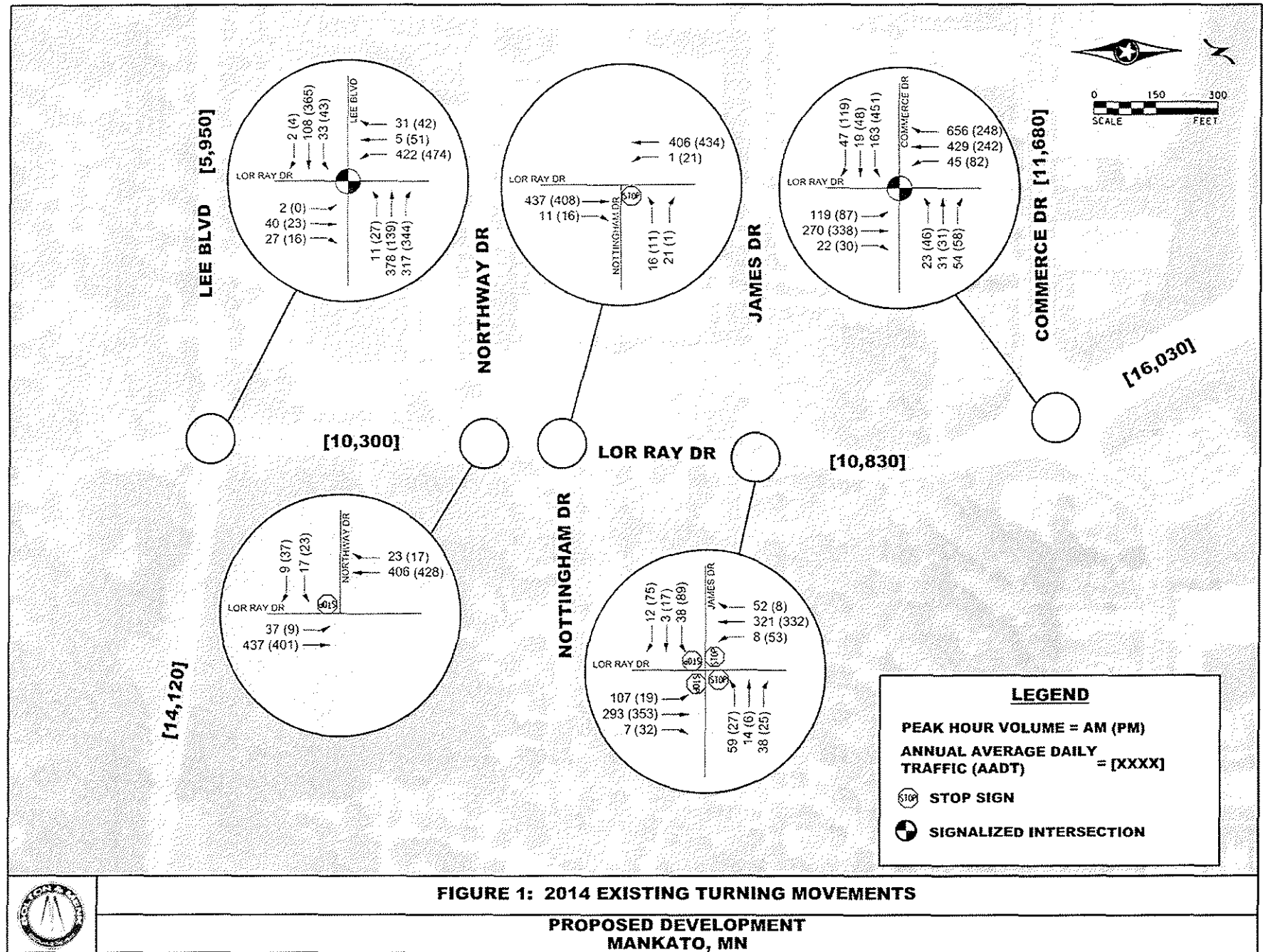
Conclusions

Overall, no off-site improvements are anticipated to be needed at any of the intersections in the area due to the proposed Berg Apartments development. The additional trips generated from the Berg Apartments development do not have a significant impact on delays or queue lengths at any of the intersections. Off-site improvements are only anticipated because of the growth in traffic at the intersections. The following is a summary of some potential improvements:

- Lor Ray Drive at Lee Blvd (currently signalized): Increase southbound left turn lane to accommodate longer queues.
- Lor Ray Drive at Commerce Drive (currently signalized): Increase eastbound left turn lane to accommodate longer queues. This may be difficult to achieve with the adjacent driveways and need for the two-way-left-turn-lane for access. Adding additional capacity and/or increase southbound left turn lane to accommodate longer southbound queues.

The improvements at the intersections of Lor Ray Drive and Lee Blvd and Lor Ray Drive and Commerce Drive were based on the existing traffic volumes and conditions.

On-site, the access drive for the development should be realigned to be across from either Northway Drive or at least 100 feet south of Northway Drive. This will eliminate some safety concerns for left turning vehicles.



jeremyme

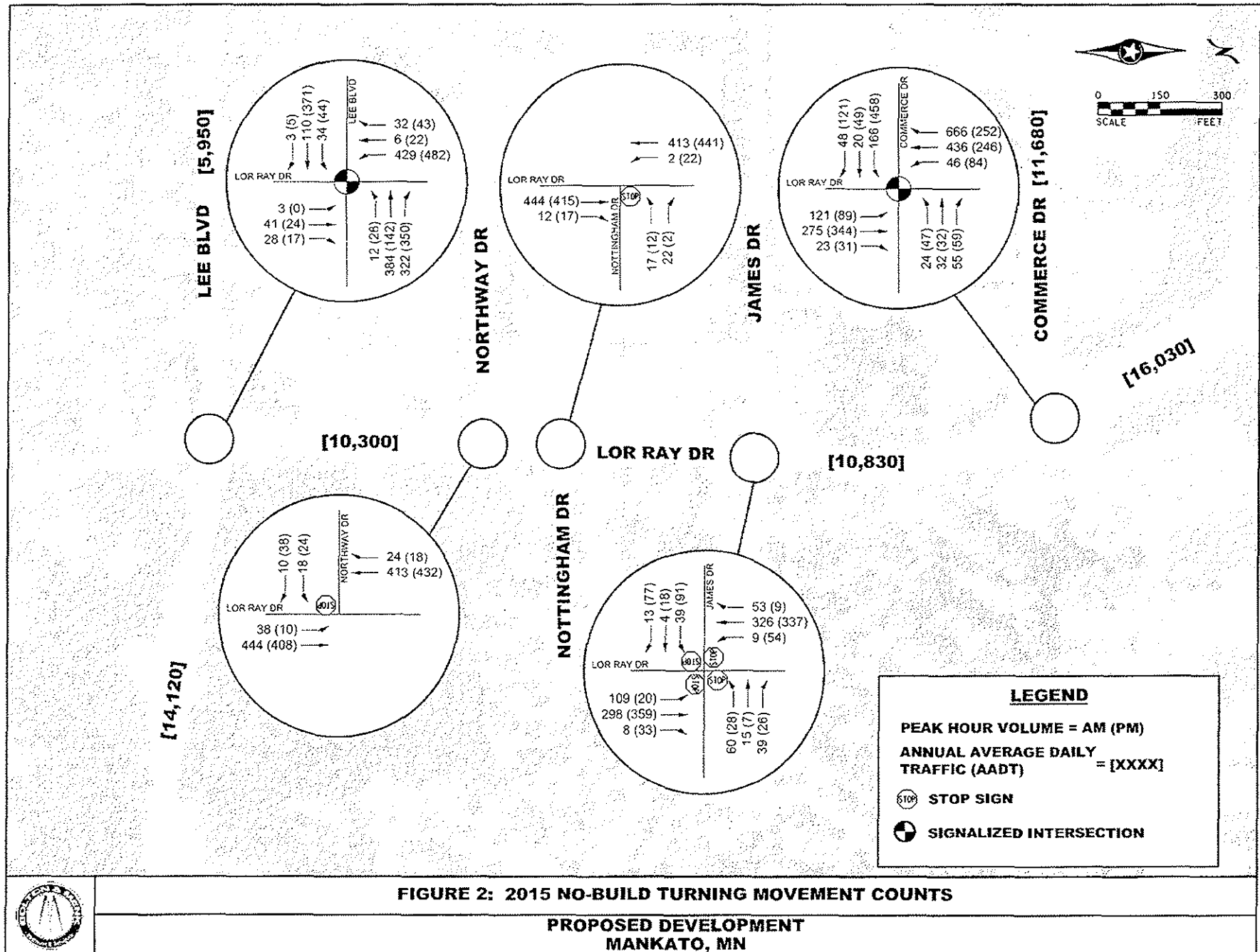
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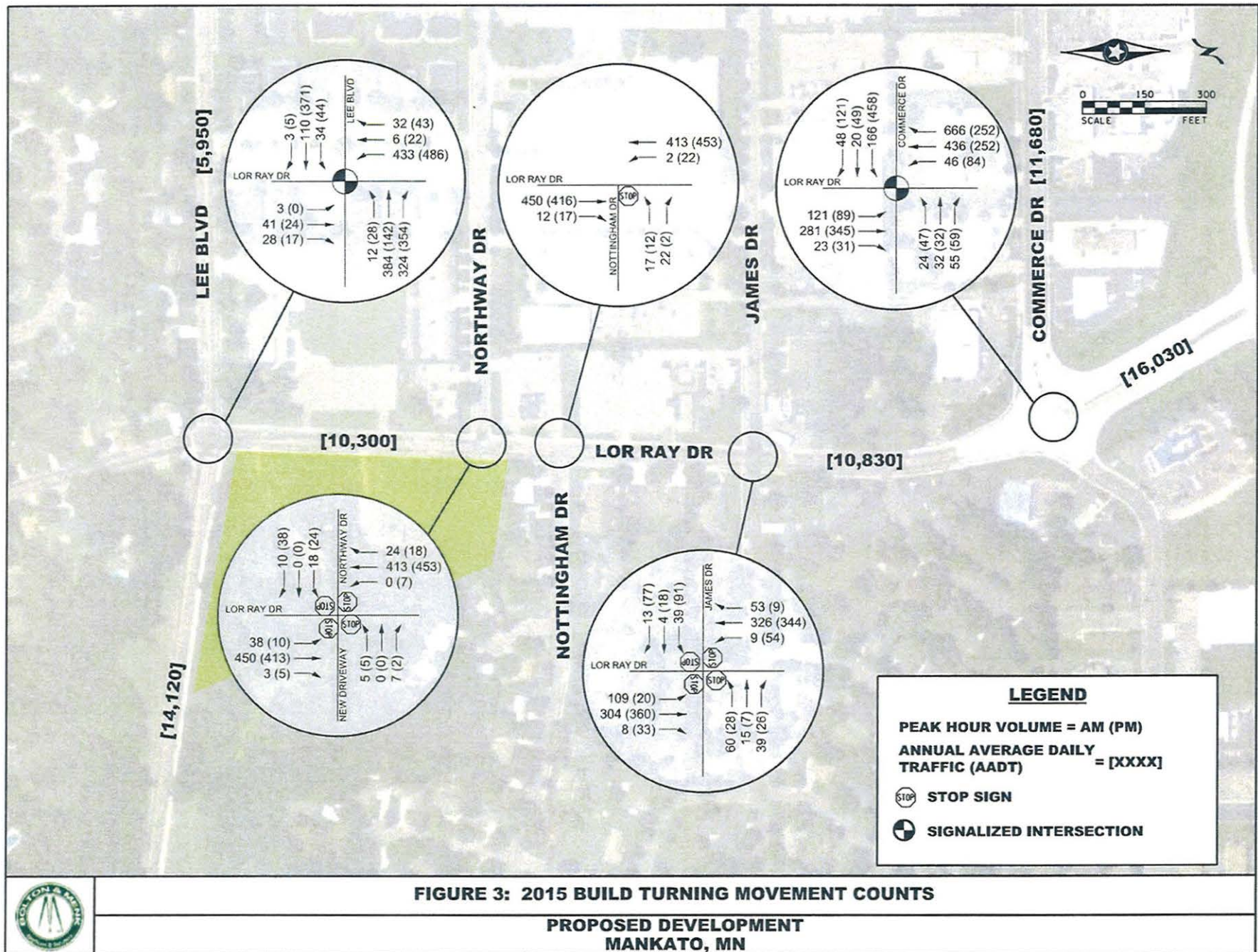
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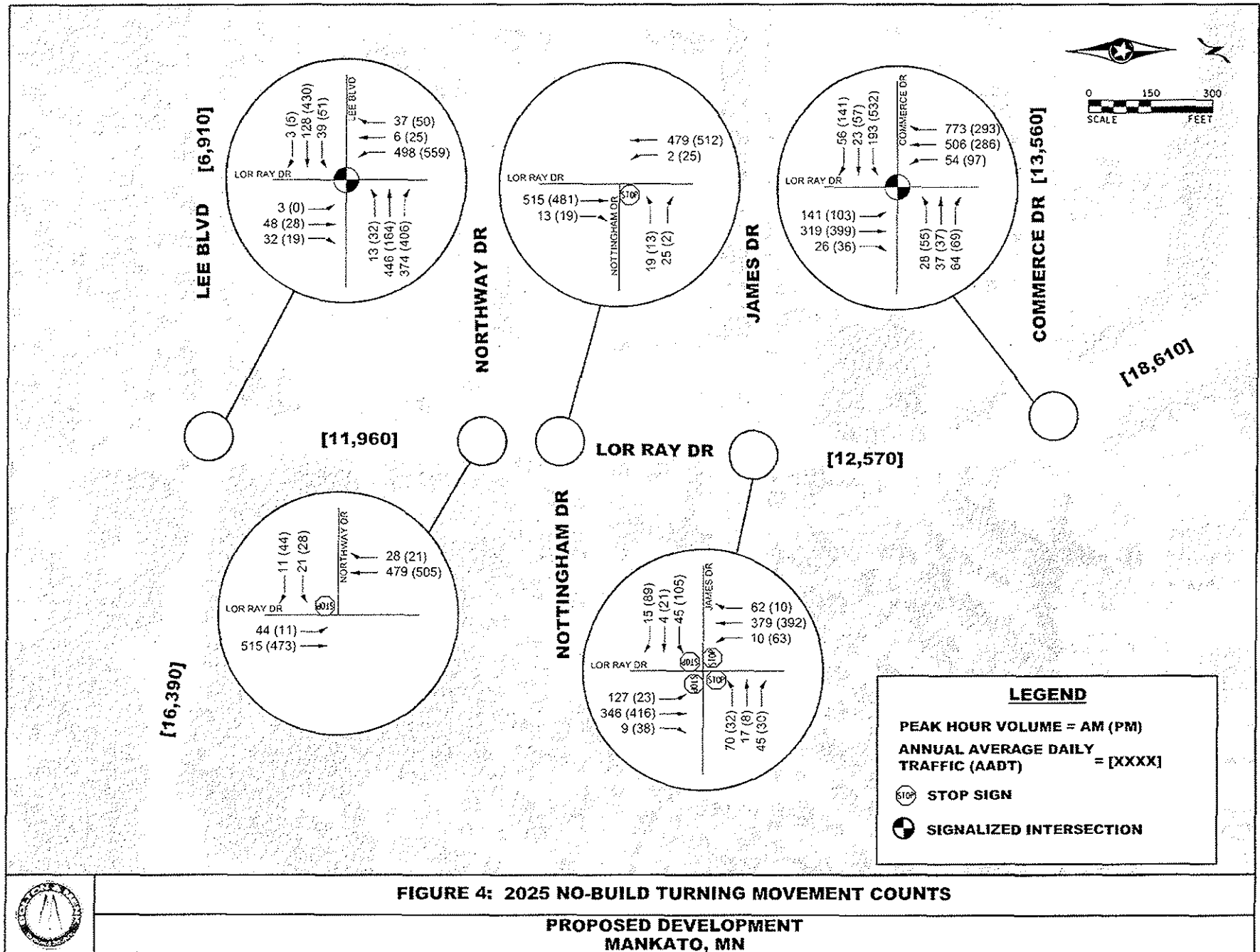
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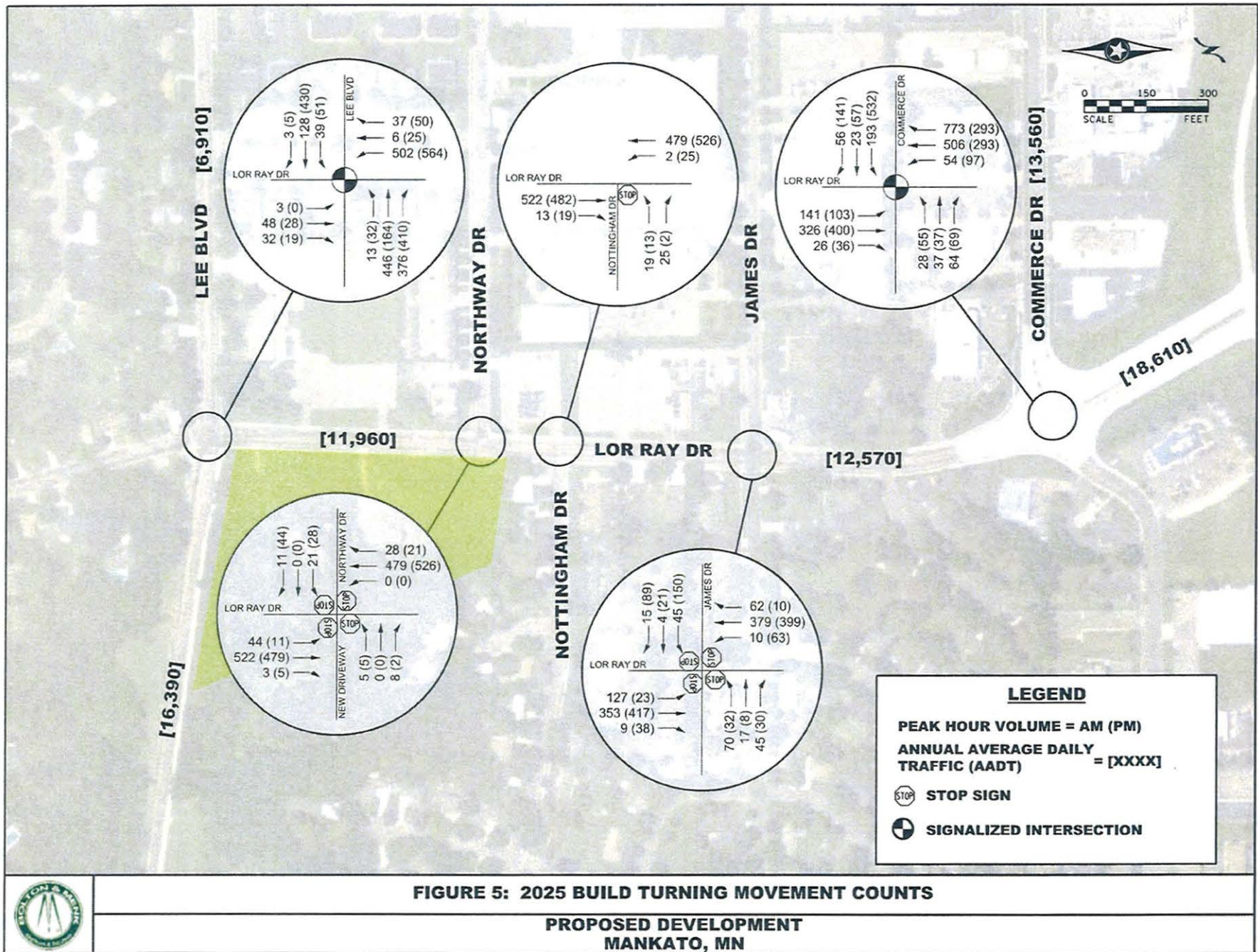
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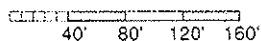


Appendix A

Proposed Layout



① SITE PLAN
1" = 80'-0"



MULTI-FAMILY HOUSING



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MEMORANDUM

Date: October 24, 2014

To: John Harrenstein, City Administrator
Michael Fischer, City Planner

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

Subject: Tschohl Ravine Stability
City of North Mankato
Project No.: M18.109139

As requested, we have conducted a review of the ravine adjacent to the Tschohl property located at the northeast corner of the Lor Ray Drive/Lee Boulevard intersection. This review was in response to concerns that the potential development of the Tschohl property into multi-family housing would have a detrimental impact on the ravine.

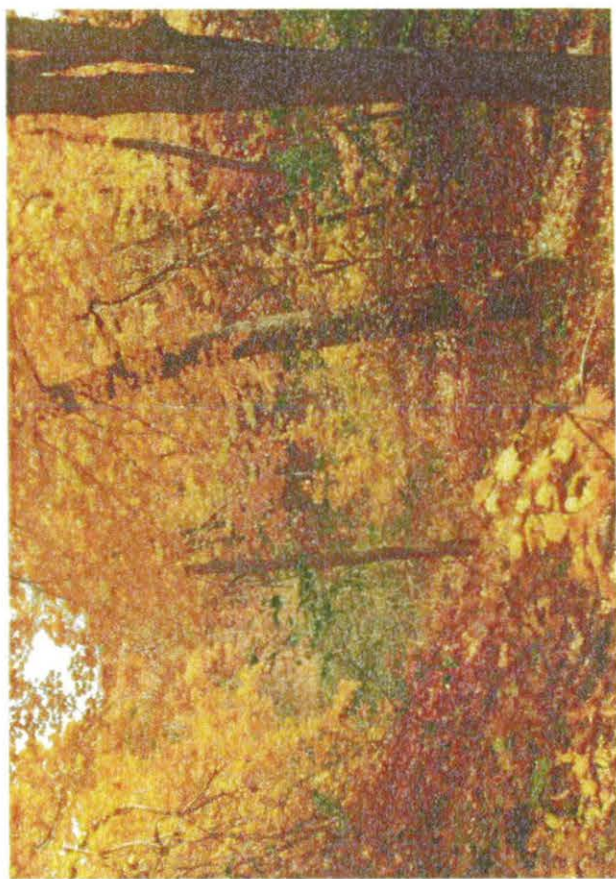
In 1999, there was an extensive storm sewer and ravine stabilization completed in the ravines behind the Tschohl property and adjacent to Lee Boulevard. Storm sewer was extended down the ravines, fill was hauled in and the ravine was stabilized. A copy of the plan sheet from the 1999 project showing the storm sewer improvements is attached. Our staff also visited the site and observed the condition of the ravine areas. As can be seen from the attached photos, all of the ravine areas are still very stable and there have no erosion problems.

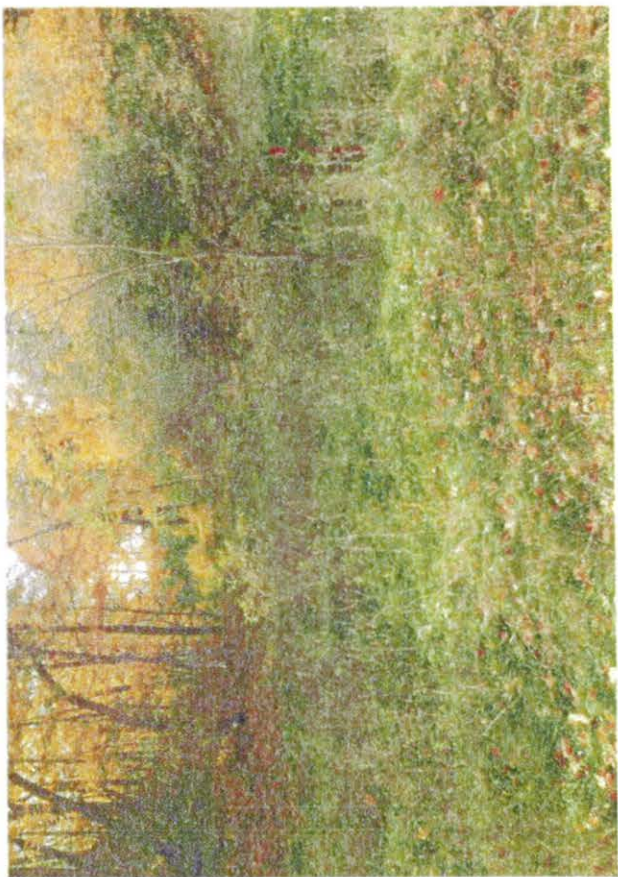
In accordance with the City's subdivision ordinance, any proposed development will require that all storm water from the site be collected and discharged into a storm water pond (or ponds). The pond(s) would be sized such that they limit the runoff to the conditions that exist today, before development. For previous development projects adjacent to ravines and bluffs, the City has also required that the outlets for the storm water ponds be discharged to the bottom of the ravine, or into existing storm sewers if they are available. In the case of this proposed development, the storm water pond(s) would be required to discharge directly into the storm sewer pipes that were installed in 1999. Depending of the locations of the pond(s), this may require the developer to extend the pipes from the top down to the bottom of the ravine where the existing pipes are located. From a storm water runoff standpoint, a development with properly designed ponds and outlet pipes should have no negative impact on the ravine. The required setback from the top of the ravine will also help prevent any negative impacts to the ravine.

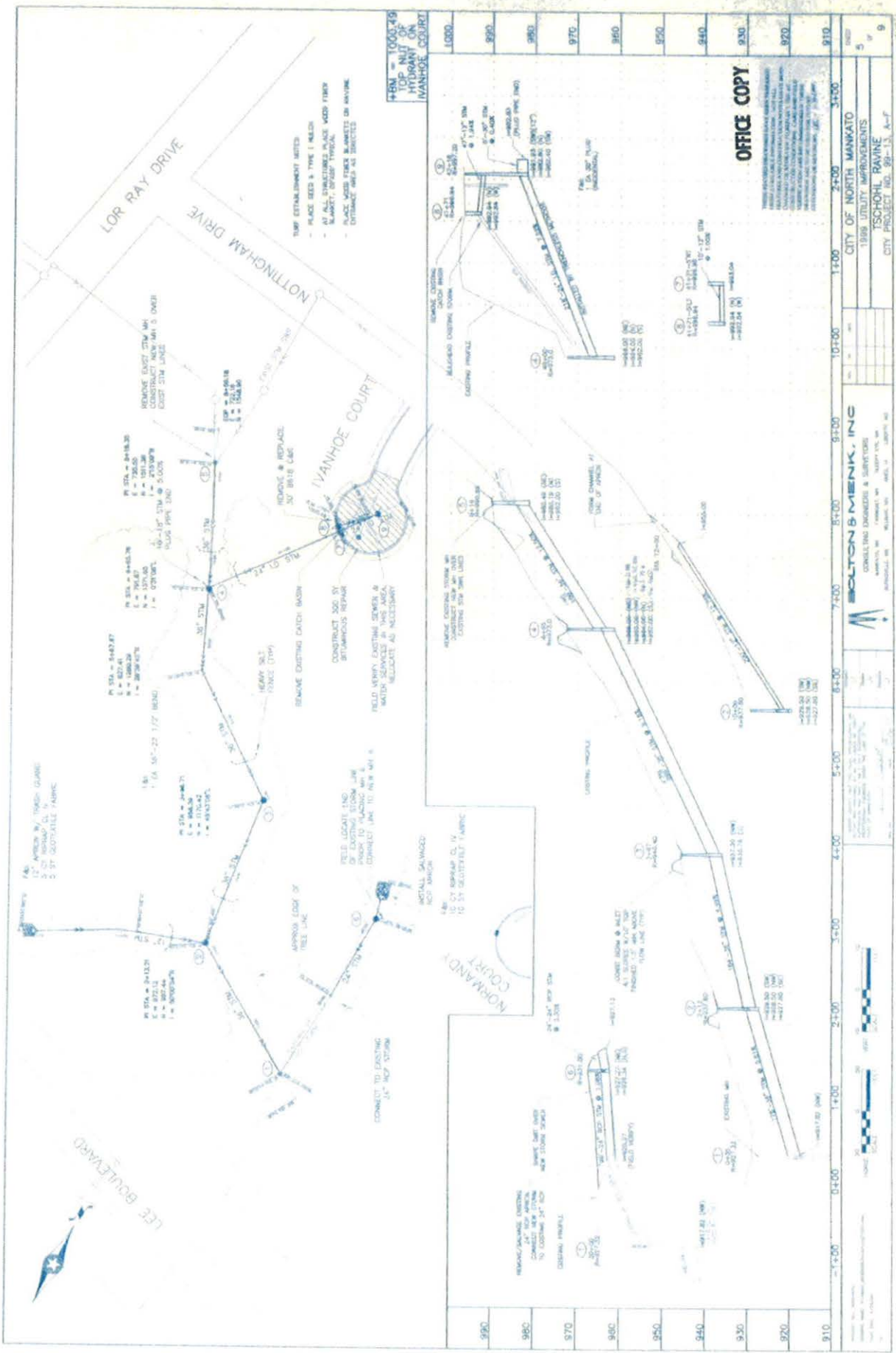
Please feel free to contact me if you have any questions or if you need any additional information.

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memorandum

ATTENTION

Michael Fischer, City Planner
City of North Mankato

Project Name: N. Mankato Site Zoning and Density Analysis
Project No.: 2014.211.00
Date: 11/04/2014

From: Nick Klimek, AICP - RDG Planning & Design
Subject: North Mankato Site Zoning and Density Analysis (1610 LorRay Drive)
Copies to: Amy Haase, AICP - RDG Planning & Design

REMARKS

I. Purpose

- A. The City of North Mankato contracted RDG Planning and Design to provide a recommendation on the appropriate zoning classification for 1610 LorRay Drive in addition to exploring the maximum density permitted on the site under the R3 (Limited Multiple Dwelling) District.
- B. The report analyzes the context of the site and the vision outlined in the Comprehensive Plan to provide a recommendation of appropriate zoning. The report then evaluates the maximum density that would be permitted on the site under the R3 (Limited Multiple Dwelling) District.

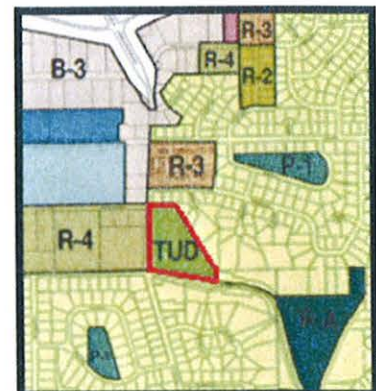
II. Notes

- A. The recommendation of appropriate zoning is based on an objective analysis of factors including adjacent land uses and zoning, the future land use of the Comprehensive Plan, the transportation and support infrastructure, and natural features impacting the site. The density analysis is an exercise to identify maximum density under the regulations now in force.
- B. The development illustrated in the density analysis is not endorsed, supported, nor recommended by RDG Planning and Design. Further, we make no assertions of the viability of the design, the cost effectiveness, nor the appropriateness of the site plan to the site.

III. Zoning Analysis and Recommendation

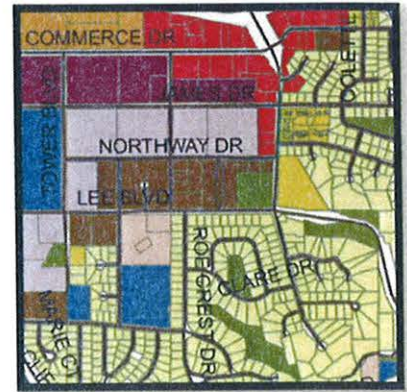
A. Zoning Context

1. The property is presently zoned TUD (Transitional Unzoned). Districts located west of LorRay Drive include R4 (Multiple Dwelling), I1 (Planned Industrial), M2 (Heavy Industry), and B3 (General Commercial). Within 175' to the north along LorRay Drive is an R3 (Limited Multiple Dwelling) development. While the majority of land to the north and west is zoned for mid-to-high intensity uses, much of the land to the south and east is zoned for low density residential.
2. On the basis of providing an appropriate transition between land uses and zoning for efficient growth, it is appropriate to rezone the property from TUD (Transitional Unzoned) to R3 (Limited Multiple Dwelling).



B. Future Land Use Context

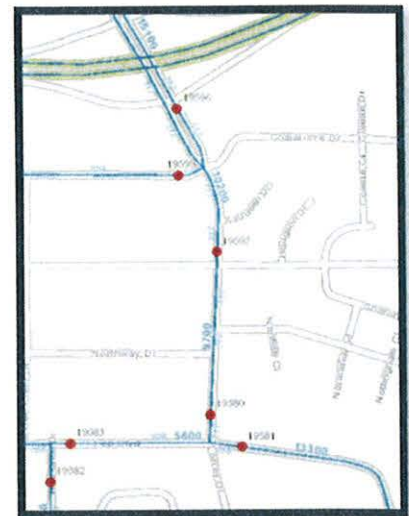
1. When evaluating development and rezoning, it is critical to understand the context of the area as illustrated on the Future Land Use Map of the Comprehensive Plan. The Comprehensive Plan identifies the property as Medium Density Residential. The district serves to separate the higher density uses to the west (residential, commercial, and industrial) from the single family neighborhoods to the east. The appropriateness of this site is further punctuated by the ravine at the east of the property which buffers the property.
2. On the basis of ensuring consistency with the Comprehensive Plan, it is appropriate to rezone the property to enable Medium Density Residential as allowed by the R3 (Limited Multiple Dwelling) district.



- a. Please note: the Comprehensive Plan identifies Medium Density Residential as 5-10 dwellings per acre. This density is achieved by the proposed development (6.28 dwelling units per usable acre) but the R-3 (Limited Multiple Dwelling) regulations, as applied to this site, can result in densities significantly higher.

C. Transportation Context

1. The site is located at the intersection of minor arterial streets. These roads provide direct and immediate access to many traffic destinations and routes including US Highway 14. With the intensity of industrial and residential uses immediately west of the site, the system appears to have sufficient capacity to accommodate residential development.
2. While a detailed traffic analysis was not included in this scope of work, from a land use perspective the R3 appears to be appropriate to the site considering the addition of residential units will likely be marginal when considering the volume of traffic already present on both LorRay Drive and Lee Boulevard.



D. Comprehensive Plan Recommendations

1. Housing - Objective 2.2: Policy 2.2.3: Promote moderate and higher density housing in areas where appropriate, such as within and near downtown, commercial areas, and along arterial roadways.
2. Housing - Objective 2.2: Policy 2.2.4: Promote residential development that occurs in an orderly manner consistent with the future land use plan and that makes efficient and responsible use of municipal utilities and infrastructure expansions.
3. On the basis of fulfilling development consistent with the goals and objectives of the Comprehensive Plan, the rezone of the property from TUD (Transitional Unzoned) to R3 (Limited Multiple Dwelling) is appropriate.

E. Density Review

1. The Comprehensive Plan identifies the property as Medium Density Residential with a suggested density of 5-10 dwelling units per acre. This recommendation is based on buildable area and would therefore exclude the ravine area of the site.
2. Under the R3 zoning classification, the maximum density that can be achieved is approximately 120 dwelling units. This results in a density of 27.9 dwelling units per acre (excluding ravine area).



- a. Note: The maximum density proposal does not reflect market realities and it is unlikely that, due to cost, the development would become a reality. For example, the proposed includes costly measures such as underground stormwater detention and a supply of underground parking. The analysis was developed to illustrate the highest density that could be developed on the site under the R3 classification.
 - b. The maximum density proposal is neither endorsed, recommended, nor supported by RDG Planning and Design.
3. The proposed project would create 27 dwelling units at a density of 6.28 dwelling units per acre – a density consistent with the recommendations of the Comprehensive Plan.

F. Findings and Recommendation

1. Based on the location of the site, the surrounding zoning districts, available transportation infrastructure, and the vision outlined in the Future Land Use Plan of the Comprehensive Plan, it is appropriate to zone the property R-1 (One Family Dwelling), R-1S (One Family Dwelling, Small Lot), R-2 (One and Two Family Dwelling), or R-3 (Limited Multiple Dwelling).
 - a. Identified as Medium Density Residential on the Comprehensive Plan's Future Land Use Map. Recommends 5-10 dwelling units per acre
 - b. Adjacent zoning districts position the property as a transition between the high density zones to the west and the single family neighborhoods to the east
 - c. Situated at the intersection of major roads, the impact of the additional traffic will be diluted across routes with adequate capacity.
 - d. The Comprehensive Plan recommends higher density housing development be directed along arterial streets and that development follow the recommendations of the future land use plan to use municipal resources, such as existing water infrastructure, most efficiently.
2. Options
 - a. Approve the proposed development subject to a development agreement (approved concurrent). Specify a maximum density of 5-10 dwelling units per acre as a maximum density for consistency with the Comprehensive Plan.
 - b. Deny the application and request the applicant submit a plan which follows the development regulations of R-1 (One Family Dwelling), R-1S (One Family Dwelling, Small Lot), or R-2 (One and Two Family Dwelling).
 - c. Deny the application and request the project be resubmitted under a Planned Unit Development Overlay over the R3 (Limited Multiple Dwelling) base district.

- 1) A Planned Unit Development (PUD) is an overlay zone. A PUD is a negotiated site plan which provides flexibility for an applicant to work with the City to address concerns such as tree preservation, screening and landscaping, and to specify a maximum density for the development. It is important to note that the overlay zone can conditions beyond those specified in the base district but cannot be less restrictive than the base district.
- 2) If the same project were proposed as a R-3 with a PUD overlay, the agreement could specify a maximum density of 5-10 dwelling units per usable acres and create provisions for tree replacement or tree preservation. The PUD would cite the recommendations of the Comprehensive Plan for legal foundation.





November 23, 2016

Dear Property Owner:

The City of North Mankato has received a request from Audrey Tschohl to rezone the property addressed as 1610 Lor Ray Drive from Transitional Unzoned District (TUD) to Medium Density Residential (R-3A). The location of the property is shown on the attached map.

The rezoning would accommodate development of the property by Dustin Lee, a developer of Memory Care Assisted Living Cottages. It is expected that Mr. Lee will submit a Planned Unit Development (PUD) application to the City which will incorporate two one-level senior housing buildings on the property.

This rezoning request will be considered by the Planning Commission on Thursday, December 8, 2016 and by the City Council on Monday, December 19, 2016. Both meetings begin at 7:00 p.m. in the Municipal Building Council Chambers located at 1001 Belgrade Avenue.

As a nearby property owner you have the opportunity to comment on the rezoning request. You may send written comments prior to the December 8, 2016 meeting or appear at either or both meetings.

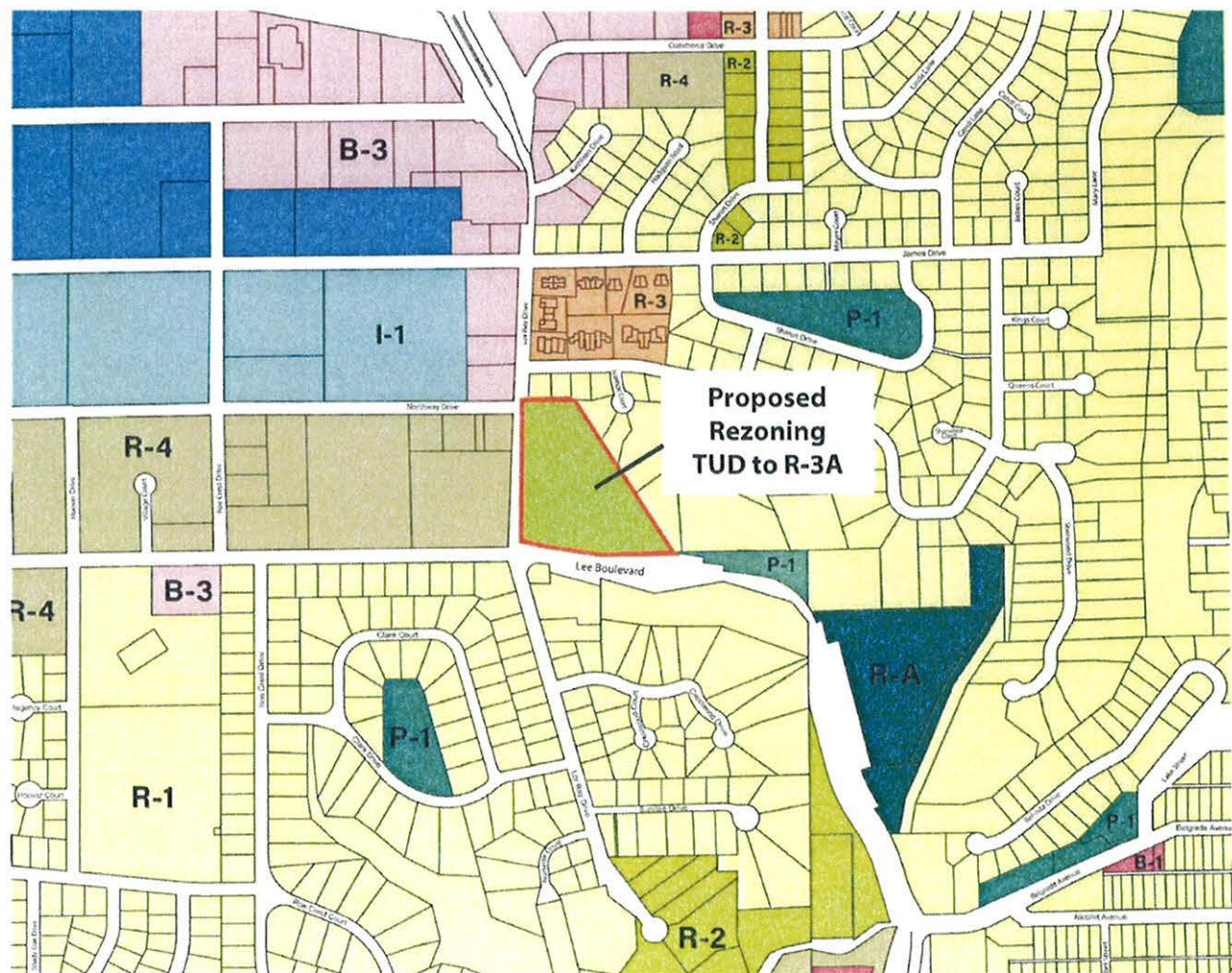
Sincerely,

















THE CITY OF NORTH MANKATO

Michael Fischer
Community Development Director

Enc





	R-A	Residential Agricultural		B-1	Neighborhood Business
	R-1	One Family Dwelling		B-2	Community Business
	R-1S	One Family Dwelling, Small Lot		B-3	General Commercial
	R-2	One and Two Family Dwelling		I-1	Planned Industrial
	R-3	Limited Multiple Dwelling		M-1	Light Industry
	R-3A	Medium Density Residential		M-2	Heavy Industry
	R-4	Multiple Dwelling		TUD	Transitional Unzoned District
	OR-1	Office-Residential		P-1	Public Use
	CBD	Central Business District			

Christophe Veltsos
1517 LorRay Drive
North Mankato, MN 56003

James D & Lorraine A Carroll
1515 LorRay Drive
North Mankato, MN 56003

Mayo Clinic Health System
1026 Marsh Street
Mankato, MN 56001

Marcia Irene McConville
1637 Nottingham Drive
North Mankato, MN 56003

Frank R & Doris J Peterson
1519 LorRay Drive
North Mankato, MN 56003

J & B Partnership
1601 LorRay Drive
North Mankato, MN 56003

Olson Family Investments LLC
100 Amber Lane
Mankato, MN 56001

Patrick H & Allison L Burmeister
2318 Balsam Drive
North Mankato, MN 56003

Andrew T. Lentz, Thomas J. Lentz
& Diane E. Lentz
1644 Nottingham Drive
North Mankato, MN 56003

Jared M Blank
1648 Nottingham Drive
North Mankato, MN 56003

Robert M & Marilyn E Pierce
1634 Nottingham Drive
North Mankato, MN 56003

Sonja, Thomas & Sheryl Sheimo
1636 Nottingham Drive
North Mankato, MN 56003

Bernard A Brown
1640 Nottingham Drive
North Mankato, MN 56003

Kelly Huggins
1632 Nottingham Drive
North Mankato, MN 56003

Ervin O Funk
1638 Nottingham Drive
North Mankato, MN 56003

Patricia A Towner
1674 LorRay Drive
North Mankato, MN 56003

Lindsey Messinger
1516 LorRay Drive
North Mankato, MN 56003

Edwin J Pfeffer
1621 Nottingham Drive
North Mankato, MN 56003

Whitney Leigh Buzick
Timothy Allen Buzick Jr
1639 Nottingham Drive
North Mankato, MN 56003

Curtis N & Linda S Buendorf
1703 Lee Boulevard
North Mankato, MN 56003

Keith E & Jan L Kramer
1619 Nottingham Drive
North Mankato, MN 56003

Kim J Henrickson &
Sharolyn M VanLoy
1705 Lee Boulevard
North Mankato, MN 56003

Daniel J & Cheryl L Horn
1614 Clare Court
North Mankato, MN 56003

Matthew L & Lynette R Peterson
407 Normandy Court
North Mankato, MN 56003

Marjorie A Fitterer
409 Normandy Court
North Mankato, MN 56003

Sharon Prochaska
405 Normandy Court
North Mankato, MN 56003

Craig Theuninck
1424 Shoreway Drive
Kasota, MN 56050

Corporate Graphics International
P.O. Box 3728
North Mankato, MN 56003

Richard N & Bonita G K Swanson
204 Crestwood Drive
North Mankato, MN 56003

Carl O & Rita R Schoenstedt
110 Crestwood Drive
North Mankato, MN 56003

Randy C & Laurel J Ballman
1635 Nottingham Drive
North Mankato, MN 56003

Gary P & Mary Ann Endersbe
501 Ivanhoe Court
North Mankato, MN 56003

Ronald L. Goodrich
1518 LorRay Drive
North Mankato, MN 56003

Brian Haack
1670 LorRay Drive
North Mankato, MN 56003

Karen Perosi
200 Crestwood Drive
North Mankato, MN 56003

Myron W & Brenda J Moret
403 Normandy Court
North Mankato, MN 56003

Ryan M Sathoff
1630 Nottingham Drive
North Mankato, MN 56003

Messiah Lutheran Church
1706 Lee Boulevard
North Mankato, MN 56003

Eunice D Schulz
1646 Nottingham Drive
North Mankato, MN 56003

Robert L & Rhonda E Geving
506 Ivanhoe Court
North Mankato, MN 56003

Ernest & Elizabeth Stier
503 Ivanhoe Court
North Mankato, MN 56003

Ryan D & Laura A Buch
502 Ivanhoe Court
North Mankato, MN 56003

Thomas J Fallenstein
114 Crestwood Drive
North Mankato, MN 56003

Thomas J & Karen S Rekstein
208 Crestwood Drive
North Mankato, MN 56003

Ronald J & Mary Younge
505 Ivanhoe Court
North Mankato, MN 56003

F Robert Peterson

1519 LorRay Dr
North Mankato , MN 56003
bobpete77@gmail.com

November 29, 2016

The City of North Mankato
Attn: Michael Fischer
Community Development Dr
1001 Belgrade Ave, PO Box 2055
North Mankato, MN 56002-2055

RE: Tschohl Property to Rezone Request

Dear Mr Fischer:

We have lived "caty-corner" to the Tschohl property for nearly forth years now... a pretty good spot to observe the activity of this property, the neighborhood, and the busy intersection. Also, to consider the various proposals for development of the property.

In response to your letter of November 23rd regarding the current request to rezone this property... We would be highly supportive of the request to rezone to R-3A... for the purpose of building two one-level senior housing buildings on the property.

As "Retired-Seniors", we think this proposal is almost the perfect idea for the approximately six acres. I have joked that we could someday just load our stuff in the wheel barrow and walk across the street!

Hopefully, the old-growth trees would not be disturbed. I do not foresee a traffic problem. And there are some really nice ideas for the wooded ravine, where residents could walk without using street-side sidewalks. One downside is the amount of space used for asphalt paving. Otherwise, an excellent plan.

Best wishes...

Bob Peterson
Doris Peterson

Bob and Doris Peterson

NO. Z- 5-16

Application for
REZONING

Pursuant to Chapter 156 of the North Mankato City Code, application is hereby made to amend the City of North Mankato Zoning Map as described herein.

LEGAL DESCRIPTION OF PROPERTY:

Lot # _____ Block # _____
Subdivision Part of Section 11-108-27 Address 1610 LorRay Drive

APPLICANT:

Name Audrey Tschohl Address _____ Phone _____

PROPERTY OWNER (If Other Than Applicant):

Name _____ Address _____ Phone _____

CURRENT ZONING: TUD CURRENT USE OF PROPERTY: Single Family Residential

PROPOSED ZONING: R-3A, Medium Density Residential

REASON ZONING CHANGE NEEDED: Accomodate residential development

REQUEST PREVIOUSLY CONSIDERED? Yes X No _____ If Yes, date May 2014 & October 2014

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 # 45 @ \$ 2.00 = \$ 90.00

Total Fee \$ 185.00 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 of the North Mankato City Code, this application was received by me or my duly designated representative on November 16, 2016, and I hereby certify that this application meets all the necessary application requirements.

Signature of Zoning Administrator _____ Date _____

PLANNING COMMISSION ACTION: Date December 8, 2016

_____ Approved Additional Conditions:

_____ Denied Reason:

CITY COUNCIL ACTION: Date December 19, 2016

_____ Approved Additional Conditions:

_____ Denied Reason:

OTHER COMMENTS

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

CITY OF NORTH MANKATO
REQUEST FOR COUNCIL ACTION



Agenda Item #10C	Department: Finance	Council Meeting Date: 12/19/16																											
TITLE OF ISSUE: Consider Resolution Authorizing City of North Mankato Revenue and Expenditure Recognition Policy.																													
BACKGROUND AND SUPPLEMENTAL INFORMATION: Finance Director McCann will present the policy.																													
<i>If additional space is required, attach a separate sheet</i>																													
REQUESTED COUNCIL ACTION: Adopt Resolution Authorizing City of North Mankato Revenue and Expenditure Recognition Policy.																													
For Clerk's Use: 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>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Spears</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Freyberg	_____	_____	Spears	_____	_____	Steiner	_____	_____	Norland	_____	_____	Dehen	<div style="text-align: center; border-bottom: 1px solid black; margin-bottom: 10px;"> SUPPORTING DOCUMENTS ATTACHED </div> <table style="width: 100%; border: none;"> <tr> <td style="text-align: center; width: 15%;">Resolution</td> <td style="text-align: center; width: 15%;">Ordinance</td> <td style="text-align: center; width: 15%;">Contract</td> <td style="text-align: center; width: 15%;">Minutes</td> <td style="text-align: center; width: 15%;">Map</td> </tr> <tr> <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> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) _____ _____ _____ _____ _____	Resolution	Ordinance	Contract	Minutes	Map	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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RESOLUTION NO.

**A RESOLUTION AUTHORIZING CITY OF NORTH
MANKATO REVENUE AND EXPENDITURE
RECOGNITION POLICY**

WHEREAS, the North Mankato City Council recognizes the need to establish a consistent method for recognizing and reporting revenue and expenditures; and

WHEREAS, the Revenue and Expenditure Recognition Policy establishes guidelines that meet the Generally Accepted Accounting Principles (GAAP) and Governmental Accounting Standards Board (GASB); and

WHEREAS, the City Council has reviewed the Revenue and Expenditure Recognition Policy.

NOW THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, that the North Mankato Revenue and Expenditure Policy has been adopted.

Adopted by the City Council this 19th day of December 2016.

Mayor

ATTEST:

City Clerk

City of North Mankato Revenue and Expenditure Recognition Policy

Purpose

To establish a consistent method for recognizing and reporting revenue and expenditures in accordance with Generally Accepted Accounting Principles (GAAP) and Governmental Accounting Standards Board (GASB).

Fund Types and Classifications:

Governmental Funds – General fund, Special revenue funds, Capital Projects funds, Debt Service funds and Permanent funds.

Proprietary Funds – Enterprise funds and Internal Service Funds.

Fiduciary Funds – Pension funds, Investment Trust funds, Private-Purpose Trust funds, and Agency funds.

Revenue Recognition Policy

The City of North Mankato considers property taxes, sales and use taxes, and franchise taxes revenue that are recognized in the period they are susceptible to accrual; when they become both measurable and available to finance the expenditures within 60 days of the end of the fiscal period (last day of February).

Interest and dividends are recognized in the period earned.

Grant revenue is considered available if it is expected to be collected within one year and all eligibility requirements are met.

All other revenues are considered available if collected within 60 days (last day of February) of the end of the current fiscal year.

Accounting Guidance:

GASB Codification Section N50 provides guidance on the recognition of revenues arising from nonexchange transactions involving financial or capital resources, including taxes; fines and forfeitures; certain grants, entitlements, and similar items; donations; and any subsequent contravention of eligibility requirements or purpose restrictions. In addition, the following recognition rules apply:

Governmental Funds -- Modified Accrual Basis

Revenues are recognized when they become susceptible to accrual - that is, when they become both measurable and available to finance expenditures of the current period.

Measurable means possible to record the actual amount receivable or an estimated amount based on goods or services provided.

Available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period (see policy above).

Proprietary Funds and Fiduciary Funds -- Accrual Basis

Revenues are recognized in the accounting period in which they are earned and become objectively measurable.

- Earned - goods or services have been provided by December 31st
- Measurable – estimable

Expenditure Recognition Policy

GASB Codification Section N50 provides guidance on the recognition of liabilities arising from nonexchange transactions involving financial or capital resources, including certain grants, entitlements, and similar items; donations; and any subsequent contravention of eligibility requirements or purpose restrictions. In addition, the following recognition rules apply:

Governmental Funds - Modified Accrual Basis

- Expenditures are recognized when measurable and generally when the liability is incurred (purchased) and will be paid from current resources.
- The expenditure should be recognized if the amount due is determined by the last day of February (60 day rule) and the goods or services were purchased by December 31st.

Proprietary Funds and Fiduciary Funds

- Expenses are recognized in the period incurred, if measurable.
- Incurred - Item purchased has been received and used; or the service has been performed by December 31st.
- Measurable - When the invoice is received the amount is usually determinable.

Approved

December 19, 2016

CITY OF NORTH MANKATO
REQUEST FOR COUNCIL ACTION



Agenda Item #10D	Department: City Engineer	Council Meeting Date: 12/19/16																											
TITLE OF ISSUE: Consider Resolution Authorizing Funding Application for the Commerce Drive Improvement Project.																													
BACKGROUND AND SUPPLEMENTAL INFORMATION: Please review the attached memo.																													
<i>If additional space is required, attach a separate sheet</i>																													
REQUESTED COUNCIL ACTION: Adopt Resolution Authorizing Funding Application for the Commerce Drive Improvement Project.																													
For Clerk's Use: 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>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Spears</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Freyberg	_____	_____	Spears	_____	_____	Steiner	_____	_____	Norland	_____	_____	Dehen	<div style="text-align: center; border-bottom: 1px solid black; margin-bottom: 10px;"> SUPPORTING DOCUMENTS ATTACHED </div> <table style="width: 100%; border: none;"> <tr> <td style="text-align: center; width: 15%;">Resolution</td> <td style="text-align: center; width: 15%;">Ordinance</td> <td style="text-align: center; width: 15%;">Contract</td> <td style="text-align: center; width: 15%;">Minutes</td> <td style="text-align: center; width: 15%;">Map</td> </tr> <tr> <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> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) <u> Memo </u> _____ _____ _____ _____	Resolution	Ordinance	Contract	Minutes	Map	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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**BOLTON
& MENK**

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1960 Premier Drive
Mankato, MN 56001-5900

Ph: (507) 625-4171
Fax: (507) 625-4177
Bolton-Menk.com

MEMORANDUM

Date: December 13, 2016
To: Mayor Dehen and City Council Members
From: Daniel R. Sarff, P.E., City Engineer 
CC: John Harrenstein, City Administrator
Brad Swanson, Public Works Director
Michael Fischer, City Planner
Subject: Federal Funding Application for Commerce Drive Improvements
Surface Transportation Program – Small Urban

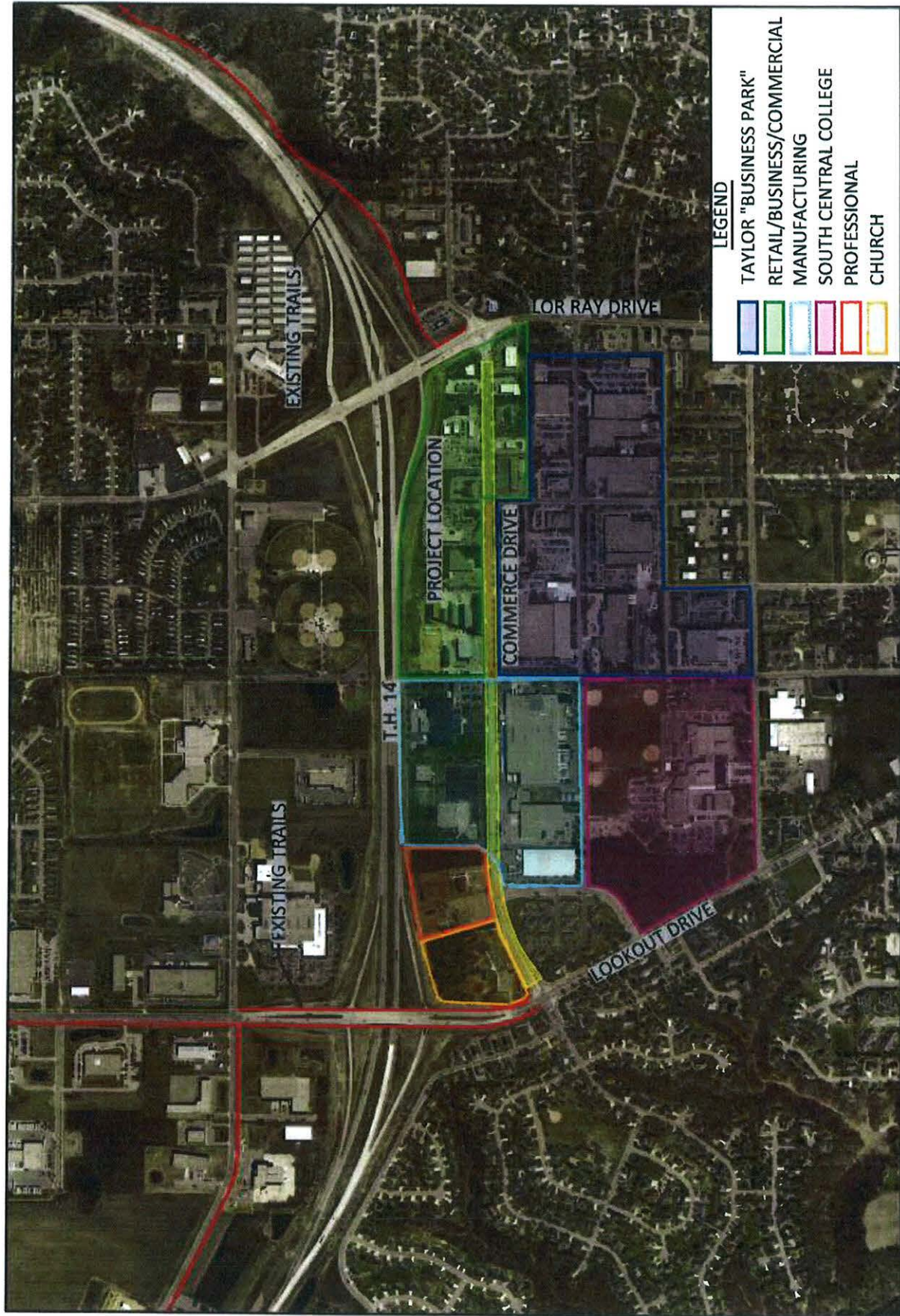
Federal funding is available through the Surface Transportation Program (STP) for the improvement of streets and bridges in cities within District 7 with population greater than 5,000. This is a competitive grant opportunity available to the eight eligible cities in MnDOT District 7. Selected projects from the current solicitation will be placed on the Statewide Transportation Improvement Program (STIP) and funded in Fiscal Year 2021. Up to 80 percent of the eligible project costs will be reimbursed with federal funds.

A STP-Small Urban funding application was submitted last year for improvements to Commerce Drive between Lookout Drive and Lor Ray Drive. While last year's application was not selected for funding, City staff feels that this project fits the criteria for this funding program better than other possible projects that were considered within the City. As such, it is recommended that a funding application for the Commerce Drive project be submitted under the current solicitation.

The proposed project would include the partial reconstruction of Commerce Drive between Lookout Drive and Lee Boulevard. The project would include the complete removal of the existing full-depth bituminous pavement section and replacement of a new bituminous pavement section with aggregate base and edge drains. The project would include isolated removal and replacement of the existing curb and gutter and sidewalk as well as ADA pedestrian ramp improvements at the intersecting streets. New street lights would be provided along the length of the project. The new street section will be re-stripped to provide for one lane in each direction, a center turn lane and designated bicycle lanes on both sides of the street. It is anticipated that the project will also include the closure of some of the driveways between Roe Crest Drive and Lor Ray Drive to improve safety by reducing conflicting left turn movements and reduce traffic congestion.

The estimated total project cost is \$1,984,200. The federal funding would cover approximately \$1,380,300 which is 80% of the estimated construction cost. The estimated local share would be \$603,900, which is 20% of the estimated construction cost plus engineering and other expenses.

A resolution authorizing the application for funding of this project are included in the City Council packet for your consideration. I will be available at the December 19 council meeting to answer any questions you may have.



- LEGEND**
- TAYLOR "BUSINESS PARK"
 - RETAIL/BUSINESS/COMMERCIAL
 - MANUFACTURING
 - SOUTH CENTRAL COLLEGE
 - PROFESSIONAL
 - CHURCH



0 500 1000 FEET

COMMERCE DRIVE IMPROVEMENTS NORTH MANKATO, MINNESOTA

PROJECT LOCATION MAP
DECEMBER 2015

© 2015 Bolton & Menk, Inc. All rights reserved. Commerce Drive-Commerce, MN - 12/7/15 5:29 PM

RESOLUTION NO.

RESOLUTION AUTHORIZING FUNDING APPLICATION FOR THE COMMERCE DRIVE
IMPROVEMENT PROJECT

WHEREAS, \$2,064,000 in federal funds are available in Fiscal Year 2021 for the improvement of streets and bridges in cities with population over 5,000 in MnDOT District 7 through the Surface Transportation Program (STP – Small Urban), and

WHEREAS, the City of North Mankato has determined that the improvement of Commerce Drive between Lookout Drive and Lor Ray Drive is necessary and meets the eligibility requirements of the STP-Small Urban funding program.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA that an application for STP – Small Urban federal funding be prepared and submitted for improvements to Commerce Drive between Lookout Drive and Lor Ray Drive.

BE IT FURTHER RESOLVED that the City of North Mankato agrees to act as sponsoring agency for the STP – Small Urban federal funding and has reviewed and approved the project as proposed.

BE IT FURTHER RESOLVED that the City of North Mankato, if awarded the federal funds for said project, agrees to secure and guarantee the local share of costs associated with this project and agrees to see this project through to its completion, with compliance of all applicable laws, rules and regulations.

BE IT FURTHER RESOLVED that the City of North Mankato agrees to design and construct said project and agrees to operate and maintain the facilities constructed with federal transportation funds for the useful life of the improvement.

Adopted by the City Council this 19th day of December 2016.

Mayor

Attest:

City Clerk

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #10E	Department: City Engineer	Council Meeting Date: 12/19/16																												
TITLE OF ISSUE: Consider Resolution Authorizing Transportation Alternatives Solicitation Funding Application for the Monroe Elementary/Bridges Elementary Safe Routes to School Project.																														
BACKGROUND AND SUPPLEMENTAL INFORMATION: Please review the attached memo.																														
<i>If additional space is required, attach a separate sheet</i>																														
REQUESTED COUNCIL ACTION: Adopt Resolution Authorizing Transportation Alternatives Solicitation Funding Application for the Monroe Elementary/Bridges Elementary Safe Routes to School Project.																														
For Clerk's Use: 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>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Spears</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Freyberg	_____	_____	Spears	_____	_____	Steiner	_____	_____	Norland	_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <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 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> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) <u>Memo</u> _____ _____ _____ _____		Resolution	Ordinance	Contract	Minutes	Map	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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MEMORANDUM

Date: December 13, 2016
To: Mayor Dehen and City Council Members
From: Daniel R. Sarff, P.E., City Engineer 
CC: John Harrenstein, City Administrator
Brad Swanson, Public Works Director
Michael Fischer, City Planner
Subject: Funding Application for Monroe/Bridges Elementary Safe Routes to School Improvements

As most of you are probably aware, a Safe Routes to School (SRTS) Planning Study for the elementary schools located in North Mankato was prepared 2014 and 2015. The preparation of the planning study was led by Region 9 Transportation Planners in conjunction with North Mankato SRTS Planning Team, which included representatives from the City of North Mankato, the Mankato School District (ISD 77), MnDOT, bicycle advocate groups, and parents of children attending North Mankato elementary schools.

SRTS is a national program which assists communities and school districts in enabling and encouraging children to walk and bike to school and making it a safer, healthier, and more appealing transportation option. The program facilitates the planning, development, and implementation of projects and activities that improve safety, and reduce traffic, fuel consumption, and air pollution near schools. The federal SRTS program outlines five core areas of strategies called the Five E's of SRTS. The core areas are: Evaluation, Engineering, Education, Enforcement, and Encouragement.

The SRTS Planning Study is a necessary first step when pursuing the infrastructure (Engineering) improvements identified in the plan. Previously, two primary funding programs were available for SRTS infrastructure improvements - MnDOT SRTS Grant Program and MnDOT Transportation Alternatives Program, (TAP). The SRTS Grant program has since been eliminated, leaving the TAP, now called the Transportation Alternatives Solicitation, as the only available funding program for SRTS projects. The Transportation Alternatives Solicitation is a competitive grant opportunity for local communities and regional agencies to fund projects for pedestrian and bicycle facilities, Safe Routes to School infrastructure improvements, and other projects. Selected projects from the current solicitation will be placed on the Statewide Transportation Improvement Program (STIP) and funded in Fiscal Year 2021. Up to 80 percent of the eligible project costs will be reimbursed with federal funds.

In 2015, funding applications for improvements at the Dakota Meadows and the Monroe/Garfield (now Bridges) Elementary school campuses were submitted through the TAP funding solicitations. The Dakota Meadows project was selected for funding and placed on the Statewide Transportation Improvement Program (STIP) for FY 2020. The Monroe/Garfield project was not selected, but the evaluation committee rated the project very highly and indicated that it would have also been selected had adequate funds been available. As such, we are recommending that the Monroe/Bridges Elementary SRTS project be resubmitted under the current Transportation Alternatives Solicitation.

The following is a brief description of the infrastructure improvements related to Monroe Elementary/Bridges Elementary schools.

Brief Description of Infrastructure Improvements (see attached drawings):

- Construction of curb extensions/bump outs in intersection areas to shorten crossing distance and provide traffic calming. Improvements to visibility of crosswalks in the intersections will also be provided by using block striping in crosswalks.
- Construction of curb extensions/bump-outs are proposed in the following intersections: Monroe Avenue/Cross Street, Monroe Avenue/Center Street, Monroe Avenue/Range Street, Garfield Avenue/Center Street, Garfield Avenue/Range Street
- Construction of parent drop-off/pick-up area. Areas that will be considered for this improvement include:
 - Off of Center Street between Garfield Avenue and Monroe Avenue
 - Utilizing a portion of the Bridges Elementary parking lot on the north side of the school
- Construction of a sidewalk link on the south side of Garfield Avenue between Center Street and Range Street
- Construction of a paved trail across Wheeler Park to connect Page Avenue and Garfield Avenue, including trail lighting.
- Construction of a mid-block crosswalk across Garfield Avenue

Summary and Breakdown of Estimated Project Costs:

- Estimated Construction Cost = \$345,415
- Estimated Transportation Alternatives Solicitation Federal Funding (80% of Construction Cost) = \$276,332
- Estimated Local Share, City and ISD 77 (20% of Construction Cost + Engineering) = \$138,206

A resolution authorizing the application for funding of these project is included in the City Council packet for your consideration. I will be available at the December 19 council meeting to answer any questions you may have.

Map Document: \\arcserver1\gis\NMAN\18109683\ESR\Map\SR\TS_2015\Proposed Improvements_MonroeGarfield.mxd
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RESOLUTION AUTHORIZING TRANSPORTATION ALTERNATIVES SOLICITATION
FUNDING APPLICATION FOR THE MONROE ELEMENTARY/BRIDGES ELEMENTARY
SAFE ROUTES TO SCHOOL PROJECT

WHEREAS: The Federal Highway Administration (FHWA) requires that states agree to operate and maintain facilities constructed with federal transportation funds for the useful life of the improvement and not change the use of right of way or property ownership acquired without prior approval from the FHWA, and

WHEREAS: Transportation Alternatives projects receive federal funding, and

WHEREAS: the Minnesota Department of Transportation (MnDOT) has determined that for projects implemented with alternative funds, this requirement should be applied to the project proposer, and

WHEREAS: the City of North Mankato is the sponsoring agency for the Transportation Alternatives project identified as the Monroe Elementary and Bridges Elementary Safe Routes to School Project, and

WHEREAS: Independent School District 77 has been an active participant in working with the City of North Mankato to identify SRTS needs and was a participant in a 2015 study focused on a SRTS Plan for community schools, and

WHEREAS: the proposed "Transportation Alternatives" project will work towards increasing safety for students to walk or bicycle to school.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA that the City of North Mankato supports pedestrian/bicycle system improvements including constructing curb extensions and bump outs, block striping in crosswalks, construction of parent drop-off/pick-up areas, construction of a sidewalk link on the south side of Garfield Avenue, construction of a paved trail across Wheeler Park, and a mid-block crosswalk across Garfield Avenue as part of the 2016 Transportation Alternatives Solicitation.

BE IT FURTHER RESOLVED that the City of North Mankato agrees to act as sponsoring agency for a "Transportation Alternatives" project identified as Monroe Elementary and Bridges Elementary Safe Routes to School Project and has reviewed and approved the project as proposed. Sponsorship includes a willingness to secure and guarantee the local share of costs associated with this project and responsibility for seeing this project through to its completion, with compliance of all applicable laws, rules and regulations.

BE IT FURTHER RESOLVED that The City of North Mankato agrees to design, construct, operate and maintain facilities constructed with federal transportation funds for the useful life of the improvement.

Adopted by the City Council this 19th day of December 2016.

Mayor

Attest:

City Clerk



December 5, 2016

Mr. John Harrenstein
City Administrator
City of North Mankato
P.O. Box 2055
1001 Belgrade Avenue
North Mankato, MN, 56003

Re: Charter Communications – Upcoming Changes

Dear Mr. Harrenstein:

At Spectrum, we continue to enhance our services, offer more of the best entertainment choices and deliver the best value. We are committed to offering our customers products and services we are sure they will enjoy.

Effective on or after January 10, 2017, pricing will be adjusted for:

- Unreturned Equipment:
 - Digital Receiver – will be standardized at \$123.00
 - CableCARD – will be standardized at \$22.00
 - Tuning Adapter – will be standardized at \$130.00
 - Digital Terminal Adapter – will be standardized at \$40.00
- Computerized Change of Service – decreasing from \$4.99 to \$0.00

We remain committed to providing excellent communications and entertainment services in your community and in each of the communities we serve. If you have any questions about this change, please feel free to contact me at (952) 367-4233 or via email at tom.bordwell@charter.com.

Sincerely,

A handwritten signature in black ink, appearing to read "Tom Bordwell".

Tom Bordwell
Director of Government Affairs
Charter

952-367-4233
tom.bordwell@charter.com

16900 Cedar Avenue
Rosemount, MN 55068

APPOINTMENTS TO BE MADE DECEMBER 19, 2016

1. Appoint BILLY STEINER as Acting Mayor.
2. Reappoint JASON BEAL and NICK MEYER to the Planning Commission for 4-year terms through 2020 and appoint ISAAC KERRY to the Planning Commission for 1-year to complete the term vacated by Aaron Rousch.
3. Reappoint BILL BORCHARDT to the Traffic and Safety Committee for a 1-year term.
4. Appoint GERALD HICKS and reappoint ALYSSA BREKKE to the Board of Appeal and Equalization for a 3-year term through 2019.
5. Reappoint BRENDA PETERSON and KELLY MCDONOUGH to the North Mankato Taylor Library Board for 3-year term through 2019.
6. Reappoint SCOTT SEIGFRIED to the Greenway Conservation Advisory Committee for a 3-year term through 2019.
7. Appoint NANCY GEHRKE to the Housing and Redevelopment Authority for a 3-year term through 2019.
8. Appoint MARY LYNN RIESCH AND ADAM HUIRAS to the Rental Density Advisory Group for a 22 month term.
9. Appoint BOLTON & MENK as Consulting Civil Engineer.
10. Appoint NORTHLAND SECURITIES, INC. as Bond Consultant.
11. Appoint ABDO, EICK & MEYERS as Auditor.

RESOLUTION NO.

RESOLUTION APPROVING
CITY COUNCIL COMMITTEE ASSIGNMENTS

WHEREAS, the City of North Mankato is represented on various Boards, Task Forces, Committees and Commissions; and

WHEREAS, it is necessary to appoint City Council Members as representatives to the various entities;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, that the following individuals are appointed to the boards, committees, task forces and commissions as listed in Exhibit A effective January 1, 2017.

Adopted this 19th day of December 2016.

Mayor

City Clerk

2017 MAYOR AND COUNCIL COMMITTEE ASSIGNMENTS

BOARD/COMMITTEE

Region Nine Development Commission

Jim Whitlock

Personnel Committee

Diane Norland

Mark Dehen

All Seasons Arena Board

Bob Freyberg

Nicollet County/City of North Mankato Liaison Committee

Mark Dehen

Jim Whitlock

Intergovernmental Cooperation (Advisory Committee)

Mark Dehen

Bob Freyberg

Nicollet County Recycling Task Force

Bob Freyberg

Coalition of Greater Minnesota Cities

Mark Dehen

Intergovernmental Youth Assets

Billy Steiner

Cities/Colleges/Universities Advisory Council

Mark Dehen

North Mankato Fire Relief Association

Mark Dehen

Kevin McCann

Highway 14 Partnership

Mark Dehen

Envision 2020

Billy Steiner
Diane Norland
Michael Fischer

Mankato Area Community Services Council

Diane Norland

Community Center Task Force

Jim Whitlock

North Mankato Planning Commission

Jim Whitlock

North Mankato Port Authority Commission

Billy Steiner
Mark Dehen
Diane Norland
Bob Freyberg
Jim Whitlock

North Mankato Taylor Library Board

Billy Steiner

Traffic & Safety Committee

Jim Whitlock

Passenger Rail Group

Bob Freyberg

North Mankato Bicycle Commission

Mark Dehen

Metropolitan Planning Organization (MPO)

Bob Freyberg

Greenway Conservation Advisory Committee

Bob Freyberg