

Pursuant to due call and notice thereof, a Council Workshop of the North Mankato City Council was held in the Municipal Building Council Chambers on September 6, 2016. Mayor Dehen called the meeting to order at 6:00 p.m. asking that everyone join in the Pledge of Allegiance. The following were present for roll call: Mayor Dehen, Council Members Freyberg, Spears, Steiner and Norland, City Administrator Harrenstein, Finance Director McCann and City Clerk Van Genderen.

Discussion of 2017 Proposed Budget and 2017-2021 Capital Improvement Plan.

Finance Director McCann presented a PowerPoint answering questions posed at the first Budget Workshop held on August 15, 2016 and presented the proposed 2017-2026 Capital Improvement Plan (CIP). Finance Director McCann stated the budget assumes a 2.1% growth in total market value with approximately half as new construction and the second half is increased property values. The growth is expected to generate \$116,000 in new tax revenue. The Council will be asked to pass the proposed resolution approving the maximum tax levy of \$5,910,292 on September 19, 2016.

Finance Director McCann reviewed the proposed budget reviewing questions asked during the first budget workshop. He indicated the budget includes a 3% merit increase for employees. Council Member Spears requested clarification on if the merit increase was given based on individual performance. Administrator Harrenstein stated the City has no formalized pay plan so the City raises wages through evaluations. He stated the Police Department is an exception as they have negotiated a 3% pay raise for all employees. Finance Director McCann reported the proposed budget originally anticipated a 3% increase for health insurance rates but the City has since learned there will be a 0% increase in rates producing an approximate \$23,000 in savings.

Finance Director McCann reviewed the water fund indicating an increase in capital outlay of approximately \$202,800 bringing the outlay to \$367,800. He reported the proposed increase is not tied to a project and could be preserved to build cash in the fund. Council Member Spears requested clarification on the proposed increased capital outlay. Administrator Harrenstein indicated the increase is due to the proposed increase in the base water charge. The outlay is not programed and could be used to build reserves in the fund to help fund the water portion of a capital improvement project. Finance Director McCann reported a proposed increase to the water and sewer base rates increasing the total customer bill by \$6.60. He indicated the City of North Mankato would still maintain the lowest area utility rate compared to local cities.

Finance Director McCann presented information concerning the increased rates for transit services. He reported the City of North Mankato has experienced a decrease in ridership which requires an increase in City contributions to maintain the services. Council Member Spears stated if ridership is down the City should consider decreasing or discontinuing service. Administrator Harrenstein indicated the staff could review possibilities for the transit system.

Finance Director McCann stated staff indicated it is possible for the City to bond \$1.5 to \$2 million. If the City chooses not to issue a bond the City will not realize a savings until 2018. He stated there would be more discussion during the CIP conversation.

Finance Director McCann indicated the swim facility contract with the YMCA continues to increase due to minimum wage increases and increases in insurance and chemicals. He indicated the YMCA has incentive to stay under budget to split the savings with the City.

Finance Director McCann reviewed the sewer contract with the City of Mankato stating the cost is dependent upon flow and flow is dependent on rainfall. Council Member Spears stated he thought the City of North Mankato's system was pretty tight. Administrator Harrenstein indicated the City had taken significant steps to reduce I&I but there are still problem areas. Council Member Freyberg stated he noticed in the CIP the possibility of using the 2017 bonding proceeds to line sewers

and reduce wastewater infiltration. He questioned if the return would be worth the cost. City Engineer Sarff stated the project would only be for a few specific areas and the relined pipes would last as long as a new pipe.

Finance Director McCann explained the expansion of the CIP process from a five year to a ten year plan. He stated the CIP is a flexible planning tool to be reviewed and updated on an annual basis. The document outlines major projects and the purchase of equipment over \$15,000. He stated he would like to expand the CIP to 10 years. The first five years are capital budget and the last five years are for future consideration. He indicated the CIP informs the public of projects in the community and possibly their neighborhood. Finance Director McCann reported he would like the Council to consider using a ranking system to prioritize future projects and equipment purchases. He reviewed the 2017 proposed projects/purchases including replacing a 1978 seal coating truck, a squad car, remodeling the Police Community room and the Finance and Community Development departments, a large map printer for Community Development, funding for the Parks Plan and the Pavement Management Plan and analysis of space needs for the Public Works Department and Spring Lake Park Swim Facility. Council Member Spears requested clarification on why the City would spend money for a study. Administrator Harrenstein indicated the City would like to examine what can be done with the current facilities. Council Member Spears requested the City consider completing the study without outside assistance. Finance Director McCann stated the City Council could now consider what to do with the proposed \$1.5 to \$2 million bonding. He stated the City could choose not to bond and save for a larger scale project such as a subdivision project, largescale street project or a project at Caswell Park. He stated if the City chose to bond it could be used to line existing sewer pipes reducing I&I, ravine stabilization or levee and riverbank improvements. Mayor Dehen stated this was a good time for the Council to direct the CIP. Council Member Freyberg indicated the Council should take the time to use the proposed project ranking system and rank the projects and meet again to discuss the rankings. Mayor Dehen stated the staff should also meet and priorities the proposed projects using the ranking system. Administrator Harrenstein indicated another budget workshop could be held the first Council meeting in October to discuss the rankings and help complete the CIP.

There being no further business, on a motion by Council Member Steiner, seconded by Council Member Norland, the meeting adjourned at 6:55 p.m.

Mayor

City Clerk

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 September 6, 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 Freyberg, Spears, Steiner and Norland, 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 Spears requested Consent Agenda Items G and H be removed for separate consideration. Council Member Norland moved, seconded by Council Member Freyberg, to approve the agenda with Consent Agenda Items G and H removed for separate consideration. Vote on the motion: Freyberg, Spears, Steiner, Norland and Dehen aye; no nays. Motion carried.

Approval of Council Workshop Minutes

Council Member Norland moved, seconded by Council Member Spears to approve the minutes of the Council Workshop meeting of August 15, 2016. Vote on the motion: Norland, Spears and Dehen aye; no nays. Freyberg and Steiner abstain. Motion carried.

Approval of Council Meeting Minutes

Council Member Norland moved, seconded by Council Member Spears to approve the minutes of the Council meeting of August 15, 2016. Vote on the motion: Norland, Spears and Dehen aye; no nays. Freyberg and Steiner abstain. Motion carried.

Consent Agenda

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

- A. Bills and Appropriations.
- B. Adopted Res. 72-16 Approving Donations/Contributions/Grants.
- C. Approved Large Group/Audio Permit for Bier on Belgrade on September 24, 2016 from 12 noon to 8:00 p.m.
- D. Set Public Hearing for 7 p.m. on September 19, 2016 for Consolidated Annual Performance and Evaluation Report (CAPER).
- E. Adopted Res. No. 73-16 Awarding Bid for Rehabilitation of Well No. 7.
- F. August Traffic & Safety Committee Meeting Minutes.

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

Consent Agenda Item G Review Comprehensive Plan Amendment No. 4 and Consider Setting a Public Hearing for 7 p.m. on September 19, 2016 on Amending Comprehensive Plan Chapter 6, Transportation. Council Member Spears requested clarification on the term "Minor Collector roadway". City Engineer Sarff indicated the classification was established by the MPO and adopted during the North Mankato Comprehensive Plan process. Council Member Spears expressed concerns about the use of the Sidewalk Installation & Maintenance Policy map. Administrator Harrenstein indicated the action was to set the Public Hearing to consider reducing the minimum required width of sidewalks from 6 feet to 5 feet. **Council Member Norland moved, seconded by**

Council Member Steiner to Set the Public Hearing for 7 pm on September 19, 2016 to Consider Amending Comprehensive Plan Chapter 6: Transportation. Vote on the motion: Freyberg, Spears, Steiner, Norland and Dehen aye; no nays. Motion carried.

Consent Agenda Item H Review Amendments to City Code Section 155.46 and Consider Setting a Public Hearing for 7 p.m. on September 19, 2016 to Consider Amending City Code, Chapter 155.46-Streets, Alleys and Sidewalks. Council Member Spears stated he was concerned about amending the ordinance to state "Sidewalks will be installed in existing residential subdivisions as identified in the Future Sidewalk Development Map". He indicated concern about referencing the map in the ordinance. Administrator Harrenstein reported the proposed amendment was due to the history of difficulty deciding if sidewalks should be incorporated during reconstructions. He stated the complete process of public notification and hearings would occur during a reconstruction but the Council would use the map to direct decision making concerning the inclusion of a sidewalk. Council Member Spears stated he would like future discussion on what is included in the Consent Agenda. **Council Member Freyberg moved, seconded by Council Member Norland to Set the Public Hearing for 7 pm on September 19, 2016 to Consider Amending City Code Chapter 155.46-Streets, Alleys and Sidewalks. Vote on the motion: Freyberg, Spears, Steiner, Norland and Dehen aye; no nays. Motion carried.**

Public Comments

Matthias Leyrer, 526 Wall Street, appeared before Council and requested clarification on why there was a proposal to reduce the minimum width of a sidewalk from 6 feet to 5 feet and if it was to accommodate developers. Mayor Dehen responded that it was due to resident concerns.

Public Hearing, 7 pm City Code Chapter 151 Residential Rental Property Licensing Code.

Administrator Harrenstein reported staff was recommending revisions to Chapter 151 of the City Code that regulates residential rental properties. The proposal follows the presentation of the rental density study on August 1, 2016 and two public forums held on August 17th and August 24th.

Administrator Harrenstein indicated the impetus for the proposal follows the adoption of the Comprehensive Plan in February of 2015 where one of the policy objectives is that "consideration be given to a policy that permits a limited number of rental density units in a specified area to minimize turnover of owner occupied single family homes to rental units within established neighborhoods." He reported that in October of 2015, the increasing conversion of owner occupied single family homes to renter occupied homes was reviewed and found to be accurate. In July of 2016 following the completion of the Rental Density Analysis it was confirmed that increasing concentrations of rental properties in single family neighborhoods were experiencing rates of police calls and nuisance problems greater than their owner-occupied peers. Administrator Harrenstein reported that the public engagement sessions brought forth numerous questions which resulted in additional revisions to the proposed amendments to Chapter 151 of the City Code. The changes include: increased police discretion to issue a strike even if a citation is not made after a complaint is received and confirmed at a rental property, implementing an immediate fine for landlords who own property where a strike occurs, address off street parking concerns by requiring a minimum of two off-street parking stalls for all rental licenses issued and additional parking stalls linked to the total square footage of the sleeping rooms on the premises, implementing mandatory inspections of both the interior and exterior of the premises when a strike is issued, and requiring code compliance for continuation of the rental license and requiring a prospective landlord to have the "intent" to rent to the property before receiving a rental license. Administrator Harrenstein noted the proposed changes did not address all concerns and

that is why staff proposed a report reviewing the effects of the policy be completed after 18 months so dialogue regarding the policy may continue.

Administrator Harrenstein stated staff is also recommending the Council adopt the 10% density cap as outlined in section 151.18 of the proposed policy. The cap applies to the following zoning districts: R-A, R-1, R-1S, and R-2. Specifically excluded are the CBD, high density residential districts, and commercial and industrial districts because they are designed to accommodate and serve higher concentrations. He noted a map of the city broken into blocks will serve to determine whether or not a block has reached the 10% cap. Exceptions to the cap are made for homeowners residing in the dwelling and any state licensed residences. Temporary licenses may be granted for up to 24 months if the property is listed for sale or the occupants are providing a caretaking function for the property.

Administrator Harrenstein indicated there were many differing views on the merits of the proposed Ordinance. Staff's recommendation is aimed at meeting both sides where possible. The plan includes a density cap combined with increased enforcement measures and continued dialogue through a review process over the next 18 months.

Andrew Kolars, Jason Beal and Karla Van Eman, from the Realtor's Association Board of Directors, appeared before City Council and stated the Realtor Code of Conduct requires realtor's to protect the property rights of owners. Mr. Kolars stated the Realtor's Association advocates for the end of the moratorium and no rental cap. He stated the cap stigmatized renters as second class citizens.

Dustin Lee, 720 Cornelia Street, appeared before Council and stated he agreed with the realtors that the study did not differentiate between good rental properties and poor rental properties. He indicated that if Mankato would have known what would happen to neighborhoods when many properties were turned into rentals they would not have allowed the conversion. He stated if the City does not pass a rental density cap lower North Mankato would see declining neighborhoods.

Matthias Leyrer, 526 Wall Street, appeared before Council and stated the past does not repeat itself as historically there were higher rental rates. He indicated very little affordable housing exists in North Mankato and the rental cap would not resolve any issues, rather rezoning the City to allow greater density and allowing the City to grow horizontally would help. He noted the 2008 recession would happen again and the City would need to be prepared.

Stefanie Jaquette, 509 Wheeler Avenue, appeared before Council and stated she opposed the rental cap. She indicated she believes the rental cap would increase the cost of rentals making it more difficult for low income families to find locations to rent. She stated instead the City should increase enforcement of current laws.

Bruce Walter, 212 Pebble Creek Drive, Mankato, appeared before Council and indicated that the higher concentration of rentals in lower North Mankato would not disappear with the rental density cap and the City should increase enforcement.

Lynn Solo, 726 Grant Avenue, appeared before Council and stated the parking requirements seemed very restrictive.

John Hurd, 732 Garfield Avenue, appeared before Council and indicated his block had a rental density of about 33% and he appreciated the diversity it brought to the neighborhood.

Chris Good, 512 Sherman Street, appeared before Council and stated she believed the City should hold landlords accountable for their rental properties and a task force should be put together to take on the properties that were not well taken care of.

Andrea "Onnie" Brodkorb, 316 Byron Street #3, Mankato, appeared before City Council and stated more than 300 students in the Greater Mankato Area were identified as homeless and if the City limits rentals the cost for rentals will increase. She stated affordable housing needs to be built for the working poor.

Shawn Tweten, 1678 LaMar Drive, appeared before Council and stated he had a difficult time locating an affordable home to rent in North Mankato. He indicated the City should not lump all renters together, not all renters are bad.

Tom Hagen, 927 Lake Street, appeared before Council and stated he disapproved of the process. He was concerned that landlords were the only ones who received letters to the open houses and he disliked the method that was used at the meetings.

Arlene Glaser, 601 Center Street, appeared before Council and stated her neighborhood had changed with the increase of renters but she believed enforcement would be a better method to control the decline of neighborhoods than a rental cap. She also stated the City should help poor people.

Julio Zelaya, 702 Front Street, Mankato, appeared before Council and stated he was representing the ACLU of Minnesota and he believes the Ordinance could infringe on the rights of minorities.

Business Items

Consider Adopting Ordinance No. 80, Fourth Series an Ordinance of the City of North Mankato, Minnesota, Amending North Mankato City Code, Chapter 151 Residential Rental Property Licensing Code. Mayor Dehen thanked the public for their attendance and stated he appreciated the good discussion. He indicated the results of their input were included in the proposed changes including stronger enforcement of code and better recording of rental strikes. He reported the governing body sometimes has to legislate to the lowest common denominator and in this case it is the low performing landlord. Council Member Freyberg stated he received a lot of emails and most were in favor of preserving the City's single family homes. He stated staff did a good job bringing citizen concerns into the proposed changes. He stated he would vote in favor of the 10% cap with an 18 month review of the Ordinance. Council Member Steiner reported the 18 month review was important and current licenses would not be eliminated. He stated the homeowners he spoke with were in support of the 10% cap. Council Member Norland stated she was in support of the 10% cap. She owns several rental properties in both Mankato and North Mankato and as a landlord it is important to maintain the property. She also approved of the development of a task force to review the Ordinance. Council Member Spears stated rental properties are not the cause of the problem. He disagreed with legislating to the lowest common denominator, rather legislate to the highest and use statutes to deal with the lowest denominators. He indicated he disagreed with the cap for three reasons; constitutional, compassionate and fiscal. He stated constitutionally the Supreme Court has ruled a property owner can rent their property so that right should not be removed. Compassionate because the Ordinance appears to designate renters as a problem. Fiscal because he believes a lawsuit is pending. **Council Member Spears moved to amend Ordinance No. 80 by removing sections 151.14 and 151.18. No second was made, motion failed.** Mayor Dehen stated he was in favor of stronger enforcement of current laws and encouraged the staff to create landlord and renter information to help improve the quality of properties with the goal of maintaining North Mankato as the best possible town. Mayor Dehen stated 180 licenses were still available throughout North Mankato and the goal is to maintain safety in the City. He indicated the City does need additional workforce housing but conversion of single family R-1 houses into multi-family homes is not the answer. Council Member Steiner stated existing licenses will remain and there is a homeowner exemption for those with owner occupied rentals and there was a temporary license available for those selling their homes. **Council Member Freyberg moved, seconded by Council Member Norland to Adopt Ordinance No. 80, Fourth Series an Ordinance of the City of North Mankato, Minnesota, Amending North Mankato City Code, Chapter 151 Residential Rental Property Licensing Code. Vote on the motion: Freyberg, Steiner, Norland and Dehen aye; Spears nay. Motion carried.**

City Administrator and Staff Comments

Public Works Director Swanson stated the City Hall parking lot should open on Friday, September 9, 2016. He indicated the Roe Crest Drive utility reconstruction was half completed and the construction company was going to work as quickly as possible as soon as the weather permits.

Mayor and Council Comments

Council Member Norland stated the North Mankato Public Art committee has met several times and have some wonderful ideas.

Council Member Spears stated he does not want anything in the Consent Agenda that did not receive unanimous approval.

Mayor Dehen stated he attended the SCC Scholarship Luncheon and read a thank you note from Naomi Peterson, the recipient of a scholarship.

Mayor Dehen stated Coffee with the Council would be held on Saturday, September 10th at 10:00 a.m. at Spinners.

Mayor Dehen stated a level three sex offender was moving into Mankato near North Mankato and directed staff to review if the City could enforce any of North Mankato's City Code.

Public Comments

Karla Van Eman, 109 Manchester Court, Mankato, appeared before Council and requested inclusion in the Rental Housing Task Force.

Chris Good, 512 Sherman Street, appeared before Council and requested inclusion in the Rental Housing Task Force.

Dan Thielges, 44946 Judson Bottom Road, appeared before Council and stated good landlords sometimes rent to 'jerks' and it would be good if landlords would be able to find out if renters were good or bad. Administrator Harrenstein indicated the Rental Housing Task Force could look into the issue.

Phil Henry, 1300 Noretta Drive, appeared before Council and thanked the Council for adopting the 10% rental density cap.

Andrew Kolars, 364 Carol Court, appeared before Council and stated he was disappointed the rental density cap passed and property owners have the right to rent their property.

There being no further business, on a motion by Council Member Steiner, seconded by Council Member Norland, the meeting adjourned at 8:27 p.m.

Mayor

City Clerk

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #8	Department: City Planner	Council Meeting Date: 09/19/16																											
TITLE OF ISSUE: Public Hearing, 7 p.m. - HUD Consolidated Annual Performance Evaluation Report (CAPER).																													
BACKGROUND AND SUPPLEMENTAL INFORMATION: As part of our status as a HUD Entitlement Community, we are required to submit a Consolidated Annual Performance and Evaluation Report (CAPER) on the use of 2015 Community Development Block Grant (CDBG) funds which we receive on an annual basis. As part of the process, it is necessary to hold a Public Hearing to present the CAPER and allow a 15-day comment period after the Public Hearing.																													
<i>If additional space is required, attach a separate sheet</i>																													
REQUESTED COUNCIL ACTION: Hold Public Hearing and allow 15-day comment period.																													
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>Spears</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Spears	_____	_____	Steiner	_____	_____	Norland	_____	_____	Freyberg	_____	_____	Dehen	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 Hearing, Affidavit of Publication</u> <u>2015 CAPER 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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**State of Minnesota, ss.
County of Blue Earth**

NOTICE OF PUBLIC HEARING FOR
CONSOLIDATED ANNUAL PERFORMANCE
AND EVALUATION REPORT (CAPER)
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 19th day of September 2016 to hold a public hearing to present the Consolidated Annual Performance and Evaluation Report (CAPER) to report on the use of the 2015 Community Development Block Grant (CDBG) funds. A copy of the CAPER is available for review at the North Mankato Municipal Building, 1001 Belgrade Avenue.

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. All comments must be received by September 26, 2016.

Dated this 6th day of September 2016.

April Van Genderen
City Clerk
City of North Mankato, Minnesota

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

2015 was the first year of a Five-Year Consolidated Plan for housing and community development. The City of North Mankato's proposed 2015 CDBG expenditures were consistent with the 2015-2019 Consolidated Plan and One-Year Action Plan.

The Consolidated Plan identifies the following areas for the use of CDBG funds during 2015-2019:

- Park & Recreation Facilities
- Single Family Residential Rehabilitation
- Property Acquisition
- Commercial Rehabilitation
- Infrastructure Improvements
- Public Facilities
- Non-Profit Assistance
- Planning Projects
- Promote Single Family Home Ownership Opportunities
- Economic Development
- Public Services

The 2015 Action Plan specified that CDBG funds would be used as follows:

- \$3,000 - Tapestry
- \$57,000 - Single-Family Rehabilitation
- \$7,600 - Administration

For the 2015 program year, funds were available through the North Mankato CDBG program for the housing rehabilitation program

administered by the Minnesota Valley Action Council (MVAC). A total of four (4) housing rehabilitation loans were granted in the amount of \$49,550.

\$3,000 of CDBG funds were allocated to the direct funding of the Minnesota Council of Churches (MCC)'s Tapestry Project, addressing underserved immigrant populations.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Administration	Administration	CDBG: \$7,602	Other	Other	0	0		0	0	
Infrastructure Improvements	Public Infrastructure	CDBG: \$100,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0	0.00%	0	0	
			Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0	0.00%	0	0	

Parks & Recreation Facilities	Parks & Recreation Facility	CDBG: \$100,000	Other	Other	0	0	0.00%	0	0	
Residential Rehabilitation	Affordable Housing	CDBG: \$350,000	Homeowner Housing Rehabilitated	Household Housing Unit			0.00%	4	4	100.00%
			Direct Financial Assistance to Homebuyers	Households Assisted	0	0	0.00%	0	0	
Tapestry	Affordable Housing Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$50,000	Other	Other	0	0	0.00%	100	17	17.00%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan,

giving special attention to the highest priority activities identified.

The City of North Mankato identified the following activities as a high priority for use of CDBG funds during 2015-2019:

- Single Family Residential Rehabilitation
- Property Acquisition
- Commercial Rehabilitation
- Public Facilities
- Non Profit Assistance
- Planning Projects
- Economic Development
- Public Services

Providing funding for the single family rehabilitation program was the highest priority for use of CDBG funding. The City anticipated that four (4) LMI households would benefit from the Housing Rehabilitation program, which was met.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG
White	4
Black or African American	17
Asian	0
American Indian or American Native	0
Native Hawaiian or Pacific Islander	0
Total	21
Hispanic	0
Not Hispanic	21

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

The Single Family Residential Rehabilitation Program provided grants to four low-to moderate-income households, all of which were White, non-Hispanic. Two Tapestry Project Sessions were facilitated in the Fall and Spring with 17 Refugee/Immigrant participants residing in North Mankato. 11 North Mankato immigrant/refugee participants attended the spring Tapestry session (8 Somali, 2 South Sudanese, 1 Ethiopian), and 6 North Mankato immigrant/refugee participants attended the fall Tapestry session (5 Somali, 1 South Sudanese). 11 of the 17 participants received transportation support for both sessions to remove barriers to participation. 16 of the 17 participants were provided interpretation support to ensure access to learning and cross-cultural communications. 6 North Mankato immigrant/refugee participants received one-to-one bilingual follow up home management mentoring after completion of the class.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG		67,602	52,550

Table 3 – Resources Made Available

Narrative

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description

Table 4 – Identify the geographic distribution and location of investments

Narrative

All investments were made within the City of North Mankato.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

No additional resources were leveraged by federal funds in 2015.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	0	0
Number of Special-Needs households to be provided affordable housing units	0	0
Total	0	0

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	4	4
Number of households supported through Acquisition of Existing Units	0	0
Total	4	4

Table 6 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

The City of North Mankato met it's anticipated goal that four (4) LMI households will benefit from the Housing Rehabilitation program.

Discuss how these outcomes will impact future annual action plans.

The City of North Mankato will keep accurate records of items relating to affordable housing. The City will consider actions taken to eliminate barriers to affordable housing and plans to ensure fair housing opportunities in the future.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Persons Served	CDBG Actual	HOME Actual
Extremely Low-income	0	0
Low-income	4	0
Moderate-income	0	0
Total	4	0

Table 7 – Number of Persons Served

Narrative Information

Loans were granted to four (4) low-income households for the housing rehabilitation program.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Continued coordination with the Family Homeless Prevention and Assistance Program (FHPAP), which is designed to consider efforts of other organizations in the area to ensure providing appropriate and non-duplicative services to those in need.

Addressing the emergency shelter and transitional housing needs of homeless persons

Remaining in contact with Nicollet and Blue Earth County Human Services, FHPAP, and SCMMCHRA and addressing transitional housing needs when appropriate.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

Continued support and coordination with Nicollet and Blue Earth County Human Services, participation in the Tapestry Program, Support from SCMMHRA, continuing to provide housing rehabilitation funds to low income individuals.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

Continued support and cooperation with regional public housing programs.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

No actions have been taken in 2015 to address the needs of public housing.

Actions taken to encourage public housing residents to become more involved in management and participate in homeownership

North Mankato is partnering with Minnesota Housing to make resources available to first time homebuyers. Homebuyers can take advantage of these resources through the Minnesota Housing Start Up loan program, which offers fixed interest rates and three down payment and closing cost loan options to eligible borrowers. The program's home price limit in North Mankato is \$237,031.

Actions taken to provide assistance to troubled PHAs

NA

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

The City of North Mankato has worked to reduce these barriers in a variety of ways:

- Help finance the Minnesota Valley Action Council's housing and education programs
- Apply for annual funding from the Minnesota Housing Finance Agency to provide assistance
- The use of North Mankato grant money when available to provide down payment and closing cost assistance
- Reduce minimum lot sizes to help accommodate new affordable housing construction
- Allow for flexible setbacks for affordable housing projects

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

The City of North Mankato provided support for immigrant integration through direct funding assistance toward the Tapestry Program.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

Through the housing rehabilitation program, lead-based paint hazards were addressed in four (4) homes.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

The City of North Mankato has addressed poverty as part of the Consolidated Plan. The City has a goal enhancing job creation and economic development to reduce poverty by fostering economic development that is diverse and strong for the foreseeable future. Working with the workforce development center and providing financial opportunities, creation of high quality jobs, job training, and entrepreneurial services, poverty is combated. The Head Start program is another community program and has a long-term beneficial effect on reducing crime and poverty and improving education.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

NA

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

NA

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

North Mankato is a growing community that focuses on affordable and fair housing. Due to high infrastructure costs and lack of state and federal funding to assist in development, providing affordable housing and ensuring fair housing is a difficult and complex task. It is of high priority to the City however, and all accommodations are made to provide the most effective and efficient affordable and fair housing opportunities possible.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

Recipients of Community Development Block Grant (CDBG) funds are required to complete an agreement with the City of North Mankato. This agreement outlines the amount of funding received, the guidelines and requirements necessary for use of the funds, and the process for review and monitoring. Each payment request is reviewed individually as the recipient submits for payment.

The Community Development and Finance Departments of the City of North Mankato are responsible for monitoring all recipients of CDBG funding. Monitoring standards include annual record keeping, program income, fair housing standards, labor standards, and ensuring HUD's National objectives are met (benefiting low-and moderate-income persons, aiding the prevention or elimination of slums and blight, or meeting community development needs having particular urgency because existing conditions pose a serious and immediate threat). For public improvement projects, the City will monitor bonding, insurance, and related requirements. All projects will be evaluated with the City's Consolidated Plan to ensure compliance with the goals and strategies identified. Each contract will allow for on-site inspections to ensure long-term regulations and housing codes are being met.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

On September 6, 2015 a public hearing was set to be held September 19, 2015, to present the CAPER.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

No changes have been made to North Mankato's program objectives.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No.

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item: #9	Department: City Planner	Council Meeting Date: 09/19/16																												
TITLE OF ISSUE: Public Hearing 7 p.m.-Consider Amending Comprehensive Plan Chapter 6: Transportation.																														
BACKGROUND AND SUPPLEMENTAL INFORMATION: On July 18, 2016 the City Council passed the Sidewalk Maintenance and Installation Policy which set the minimum required width of a sidewalk at 5-feet. On August 18, 2016 the Planning Commission reviewed the proposed changes and moved to amend the Comprehensive Plan. The amendment would change the minimum required width of a sidewalk from 6 feet to 5 feet.																														
<i>If additional space is required, attach a separate sheet</i>																														
REQUESTED COUNCIL ACTION:																														
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="display: inline-table; vertical-align: top; margin-left: 20px;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Spears</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Spears	_____	_____	Steiner	_____	_____	Norland	_____	_____	Freyberg	_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; text-align: center;"> <tr> <td>Resolution</td> <td>Ordinance</td> <td>Contract</td> <td>Minutes</td> <td>Map</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </table> Other (specify) <u>Notice of Public Hearing, 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"/> 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: _____																													

AFFIDAVIT OF PUBLICATION

State of Minnesota, ss.

County of Blue Earth

John T. Elchert, 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 successive weeks; it was first published on Saturday, the 10 day of September, 2016, and was thereafter printed and published on every Saturday to and including Saturday, the 10 day of September,

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:

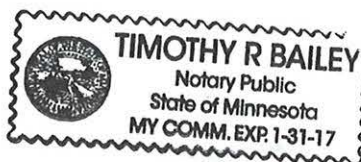
5. Pursuant to Minnesota Statutes §580.033 relating to the publication of mortgage foreclosure notice: The newspaper's known office is located in Blue Earth County. The newspaper complies with the conditions described in §580.033, subd. 1, clause (1) or (2). If the newspaper's known office of issue is 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: John T. Elchert Publisher

Subscribed and sworn to before me on this 10 day of September, 2016.

Notary Public



September 10, 2016
NOTICE OF
PUBLIC HEARING
ON AMENDING
COMPREHENSIVE PLAN
CHAPTER 6: TRANSPORTATION
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 September 2016, to hold a public hearing to consider amending Comprehensive Plan Chapter 6: Transportation changing the minimum required width of a sidewalk from 6-feet to 5-feet.
Such persons as desire to be heard with reference to the minimum required width of a sidewalk will be heard at this meeting.
Dated this 6th day of September.
April Van Genderen
City Clerk
City of North Mankato

NOTICE OF PUBLIC HEARING ON AMENDING COMPREHENSIVE PLAN
CHAPTER 6: TRANSPORTATION

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Such persons as desire to be heard with reference to the minimum required width of a sidewalk will be heard at this meeting.

Dated this 6th day of September.

April Van Genderen
City Clerk
City of North Mankato

COMPREHENSIVE PLAN AMENDMENT NO. 4

THE CITY OF NORTH MANKATO

SUBJECT: Comprehensive Plan Amendment No.4
APPLICANT: City of North Mankato
LOCATION: City Wide
EXISTING ZONING: NA
DATE OF HEARING: August 18, 2016
DATE OF REPORT: August 5, 2016
REPORTED BY: Michael Fischer, City Planner

APPLICATION SUBMITTED

Request to amend Comprehensive Plan Chapter 6 - Transportation

COMMENT

In July of 2016, the City Council adopted the attached Sidewalk Installation & Maintenance Policy. The purpose of the document was to create a policy for the installation, replacement, and maintenance of public sidewalks in the City. One of the outcomes of the policy was to reduce the minimum sidewalk width on local residential streets from 6 feet to 5 feet along with some changes to how they are constructed.

Within the Transportation section of the Comprehensive Plan, it states "Along Minor Collector roadways, a 6-foot concrete sidewalk is recommended on at least one side of the roadway both sides being preferred". Attached as Exhibit A is page 63 from the Comprehensive Plan which includes such language. Attached as Exhibit B is page 57 from the Comprehensive Plan which defines roadway classifications including minor collector streets.

RECOMMENDATION

It is recommended that the Planning Commission consider an amendment to Chapter 6 – Transportation reducing the recommended sidewalk width along minor collector roadways on page 63 from 6 feet to 5 feet.

Sidewalk Installation & Maintenance Policy

Section 1: INTRODUCTION

(1.1) In 2016, the City of North Mankato has approximately 56 miles of public sidewalks which vary in size, age and quality of condition. Some sidewalks lack connectivity and unmaintained sidewalks create unreasonable hazards for pedestrians. This policy, in addition to existing provisions in the city code and plans adopted by the city of North Mankato outline the installation, replacement, and maintenance policy for public sidewalks in the City.

Section 2: SIDEWALK REPAIR AND REPLACEMENT POLICY

(2.1) As stated in City Code Section 90.026, it is the responsibility of the owner of private property which abuts any sidewalk on public property to maintain such sidewalk in a safe condition. This includes the timely removal of snow and ice as well as the physical condition of the sidewalk. In most cases, the poor conditions of sidewalks are brought to the attention of the City by citizen complaints. Not every inequality or irregularity in the surface of a public sidewalk rises to the level of a defect. To maintain consistency in the process of determining whether a particular sidewalk is in need a replacement or repair, the Sidewalk Inspection Form (Attachment A) will be used to determine if existing sidewalk must be replaced.

(2.2) If a sidewalk is identified either by complaint or by City Staff to have a condition(s) requiring maintenance or replacement, the City will send a letter by certified mail to the property owner recognized by Nicollet County, that it is necessary to either repair or replace the sidewalk. The property owner will be given sixty (60) days from the date of the letter to make the necessary improvements. The City will pay 50% of the cost to make the necessary improvements and the property owner will pay 50%. If after sixty (60) days the necessary 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.

Section 3: SIDEWALKS IN NEW SUBDIVISIONS

(3.1) In all new residential subdivisions the installation of a sidewalk is required on at least 1 side of any new residential street in accordance with the specifications listed City Code provision 155.46 (O). The cost of the sidewalk will be the responsibility of the developer or property owner. The location of the sidewalk will be approved by the City Council by resolution approving plans and specifications and ordering advertisement by bids.

Section 4: SIDEWALKS IN STREET RECONSTRUCTION PROJECTS

(4.1) As part of any full street and utility reconstruction project, existing sidewalks will be replaced with the size, type and location determined by the City Council by resolution approving

plans and specifications and ordering advertisements for bids. If no sidewalk(s) existed prior to street reconstruction, reference will be made to the Future Sidewalk System Development Map (Attachment B) in determining whether or not sidewalk will be installed. All associated costs will be assessed according to the City of North Mankato's Assessment Policy.

Section 5: SIDEWALK SYSTEM GAPS

(5.1) As shown on Future Sidewalk System Development Map (Attachment B), there are "gaps" in the current sidewalk system and the addition of sidewalk segments will provide connectivity. To address these gaps, the City Council may order the installation of sidewalks to provide connectivity and improve the overall sidewalk system during as part of a reconstruction project or install the system to resolve connectivity as funds become available.

Section 6: SIDEWALK DAMAGE CAUSED BY TREE ROOTS

(6.1) When it has been determined the roots of a tree in the public right of way have caused repairable damage to a sidewalk, should the City Forester determine that the tree is healthy, the tree will not be removed because of root damage to an adjacent sidewalk. It shall be the responsibility of the adjacent homeowner or contractor to remove the roots which caused the damage as part of the sidewalk replacement. Should the tree expire or become unsafe as part of this effort, the City will remove the tree. Or, the tree roots could be left intact, if the City Forester deems the tree to be of value, by removing the sidewalk and repositioning the sidewalk around the tree.

Section 7: GUIDING PLANS AND POLICIES

(7.1) Decisions related to sidewalk installation or maintenance shall be based on this policy and the following plans, policies and City Code regulations:

A. Complete Streets

The North Mankato City Council Adopted a Complete Streets Policy directing the examination of accommodations for pedestrian and bicycle travel in the preliminary design stage when existing streets are to be reconstructed or new streets are constructed. Pedestrian accommodations may include sidewalks or off street multi-use trails.

B. Safe Routes to Schools

The North Mankato City Adopted a Safe Routes to School Plan for the elementary schools located in the City, including Dakota Meadows Middle School. The Plan includes an action plan for each school to address barriers and concerns for walking and biking to school.

C. Comprehensive Plan

Within the Comprehensive Plan, sidewalks and/or trails are recommended to be adjacent to all Minor Arterial, Major Collector and Minor Arterial roadways. Along Minor Arterial and Major Collector roadways, 8-foot wide bituminous or concrete trail and/or a 6-foot wide concrete sidewalk is recommended on either side of the roadway. Along Minor Collector roadways, 6-foot concrete sidewalk is recommended on at least one side of the roadway while sidewalk location on both sides of the roadway is preferred.

D. Subdivision Regulations

According to the City Code Subdivision Regulations, within all new residential subdivisions, the installation of a sidewalk at least six feet wide is required on at least one side of any new residential street. Wherever feasible, sidewalks will be installed in existing residential subdivisions as circumstances permit.

E. City Code Provisions Related to Sidewalks

See Attachment C.

F. Other relevant policies and plans adopted by the City Council

ATTACHMENT A

SIDEWALK INSPECTION FORM CITY OF NORTH MANKATO



DATE: _____

LOCATION/ ADDRESS OF DEFECT: _____

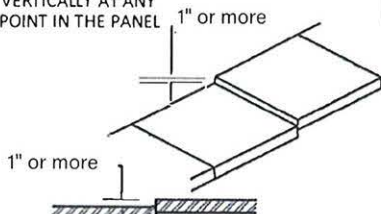
PROPERTY OWNER ADDRESS: _____

INSPECTOR: _____ DATE PASSED INSPECTION: _____

TYPE 1

SIDEWALK

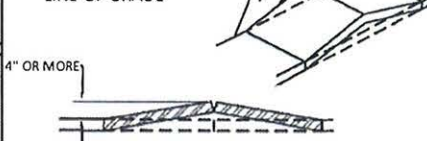
- IS DISPLACED 1 INCH OR MORE VERTICALLY AT ANY POINT IN THE PANEL



TYPE 2

SIDEWALK

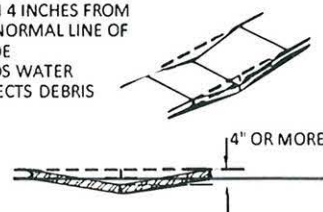
- SIDEWALK IS RAISED MORE THAN 4 INCHES FROM THE NORMAL LINE OF GRADE



TYPE 3

SIDEWALK

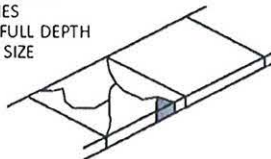
- IS DEPRESSED MORE THAN 4 INCHES FROM THE NORMAL LINE OF GRADE
- PONDS WATER
- COLLECTS DEBRIS



TYPE 4

SIDEWALK

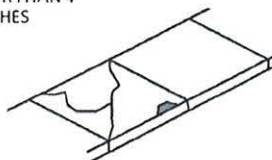
- IS CRACKED INTO 4 OR MORE PIECES
- IS MISSING A PIECE EQUAL TO OR EXCEEDING 15 SQUARE INCHES
- IS MISSING A FULL DEPTH PIECE OF ANY SIZE



TYPE 5

SIDEWALK

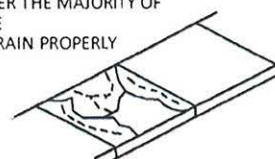
- IS MISSING 3 PIECES OR LESS WITH EACH PIECE BEING LESS THAN 15 SQUARE INCHES, BUT GREATER THAN 4 SQUARE INCHES



TYPE 6

SIDEWALK

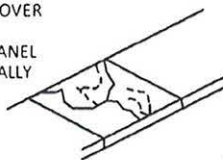
- IS SPALLED 75% OR MORE OVER SURFACE
- HAS SPALLED AREA DEEPER THAN 1/2 INCH
- HAS LOOSE OR DETERIORATING DAMAGE OVER THE MAJORITY OF THE SURFACE
- DOES NOT DRAIN PROPERLY



TYPE 7

MINOR SURFACE DAMAGE

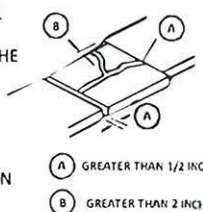
- SIDEWALK IS SPALLED BETWEEN 50%-75% OVER SURFACE
- MAJORITY OF THE PANEL DEEMED STRUCTURALLY SOUND WITHOUT DRAINAGE ISSUES



TYPE 8

SIDEWALK

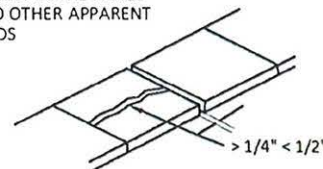
- HAS SEPARATION EQUAL TO OR EXCEEDING 1/2 INCH AT ANY POINT IN THE PANEL
- HAS MORE THAN ONE SEPARATION
- HAS ELEVATION OR DRAINAGE ISSUES
- HAS SHIFTED MORE THAN 2 INCHES



TYPE 9

SIDEWALK

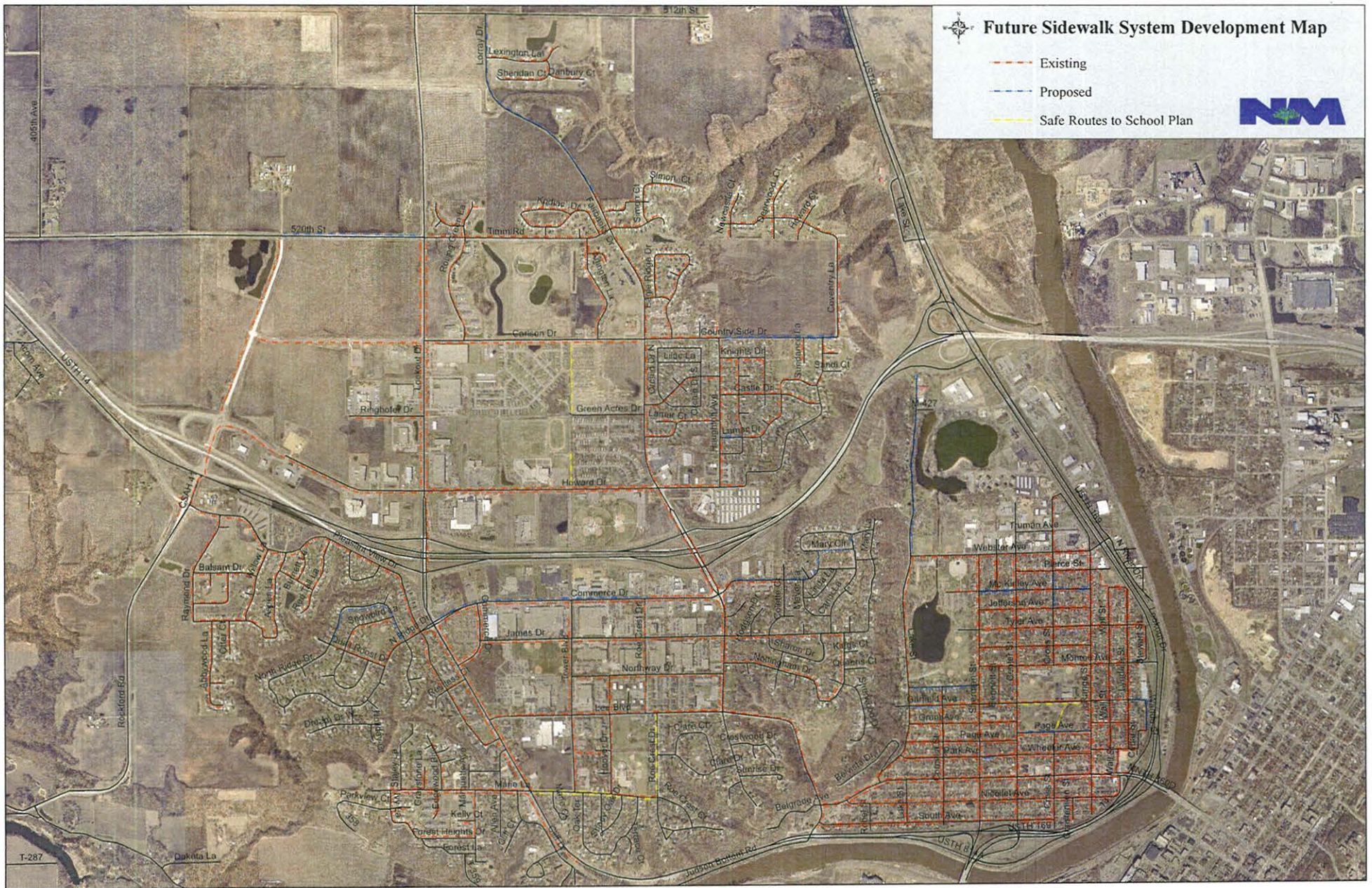
- HAS ONE SEPARATION GREATER THAN 1/4 INCH AND LESS THAN 1/2 INCH AT ANY POINT IN THE PANEL
- HAS NO OTHER APPARENT HAZARDS



WIDTH OF SIDEWALK: _____ FEET

APPROX. SQ. FT. OF SIDEWALK TO BE REPLACED: _____

NOTES: _____



ATTACHMENT C

Sidewalk Installation & Maintenance Policy

90.026 SIDEWALK MAINTENANCE

It is the responsibility of the owner of private property which abuts any sidewalk on public property to maintain such sidewalk in a safe condition. Any construction shall conform to the requirements of this section. In the event that the property owner fails to conform to this requirement, then the city may take steps to perform the maintenance requirements and to assess the property owner in accordance with the provisions of this chapter.

90.125 RESPONSIBILITY OF OWNER AND OCCUPANT

The owner and occupant of private property abutting a public sidewalk shall remove accumulated snow from such sidewalk within 48 hours after it stops snowing. Furthermore, such owner and occupant are responsible for either removing ice from such public sidewalk or depositing within 48 hours of accumulation of the ice or snow enough sand and/or salt on the icy sidewalk to provide reasonable safety for the public.

90.126 FAILURE TO MAINTAIN

If the property owner or occupant fails to remove the ice or snow from a sidewalk as required by this section, the city may, without notice to the owner or occupant, remove the snow or ice from the public sidewalks, keeping an accurate account of the cost. The cost shall be assessed to the adjacent property in conformance with the provisions of this chapter.

155.46 STREETS, ALLEYS AND SIDEWALKS

(O) Within all new residential subdivisions, the installation of a sidewalk is required on at least 1 side of any new residential street. The specifications for sidewalks are as follows:

- (1) Minimum sidewalk width is *5 feet*.
- (2) Minimum sidewalk depth is *5 inches*.
- (3) Minimum Class 5 aggregate base of 6 inches.

(P) Sidewalks will be installed in existing residential subdivisions as identified in *the Future Sidewalk System Development Map* (Attachment A).



Sidewalk/Trail

Sidewalks and/or trails are recommended to be adjacent to all Minor Arterial, Major Collector and Minor Collector roadways within North Mankato to accommodate pedestrian, bicycle, and other non-motorized travel in a safe and comfortable manner. These roadways are expected to carry a significant amount of vehicular traffic and separation of travel modes is necessary. In commercial and industrial areas, the requirements for trails and sidewalks may vary to accommodate additional pedestrian and bicycle traffic.

Along Minor Arterials and Major Collector roadways, an 8-foot wide bituminous or concrete trail and/or 6-foot wide concrete sidewalk is recommended on either side of the roadway to accommodate local pedestrian and bicycle travel. The pedestrian facilities on both sides of these roadways allow for pedestrian travel within the corridor without introducing excessive crossing demand on Minor Arterials and Major Collectors. A sidewalk and trail will accommodate pedestrian and bicycle travel along the corridor, as well as provide a safe, comfortable link between lower volume residential streets and the other pedestrian and trail facilities within the community. A 10-foot wide trail would be more desirable as the 10-foot width would better accommodate two-way bicycle traffic. The City of North Mankato's comprehensive trail plan will be utilized to determine where bike trails are required.

Along Minor Collector roadways, a 6-foot concrete sidewalk is recommended on at least one side of the roadway both sides being preferred. With the anticipated vehicular volumes on Minor Collector streets, pedestrians can safely cross the roadway, however, pedestrian travel along the roadway may become uncomfortable.

Design Speed

The design speed of a roadway is directly related to the roadway's function in the roadway system. The focus of Minor Arterial roadways is mobility; therefore these roadways should be designed to accommodate higher travel speeds. Likewise, Minor Collector roadways are more focused on accessibility and should be designed to accommodate lower travel speeds. The function of Major Collectors is balanced between mobility and accessibility; therefore these roadways should be designed accordingly. Table 6-F below presents the recommended design speed for the North Mankato roadway network.

Table 6-F: Roadway Design Speed Guidelines

Functional Classification	Design Speed (1)
Minor Collector Street	30 mph
Major Collector Roadway	35 – 40 mph
Minor Arterial Roadway	45 – 55 mph

(1) At the discretion of the City Engineer for City roadways, with approval by the City Council.

The existing roadway classifications in North Mankato are described below.

A. Principal Arterials

Roadways of this classification typically connect large urban areas to other large urban areas or they connect metro centers to regional business concentrations via a continuous roadway without stub connections. They are designed to accommodate the longest trips. Their emphasis is focused on mobility rather than access. They connect only with other Principal Arterials, interstate freeways, and select Minor Arterials and Collector Streets. There are two Principal Arterial roadways in the City of North Mankato, US 14 and US 169. US 14 provides east-west connectivity across the southern portion of the state of Minnesota. US 169 runs north-south with connections into Iowa on the south and to the Twin Cities metropolitan area and beyond on the north.

B. Minor Arterials

Roadways of this classification typically link urban areas and rural Principal Arterials to larger towns and other major traffic generators capable of attracting trips over similarly long distances. Minor Arterials service medium length trips, and their emphasis is on mobility as opposed to access in urban areas. They connect with Principal Arterials, other Minor Arterials, and Collector Streets. Connections to Local Streets should be avoided if possible. Minor Arterials are responsible for accommodating thru-trips, as well as trips beginning or ending outside the North Mankato area. Minor Arterial roadways are typically spaced approximately $\frac{1}{2}$ to 1 mile in developed areas and approximately 1 to 2 miles in developing areas. All or portions of Lookout Drive, Lor Ray Drive, Lee Boulevard, Belgrade Avenue, Range Street, Center Street and Sherman Street are identified as Minor Arterial roadways in North Mankato.

C. Major Collectors

Roadways of this classification typically link neighborhoods together within a city or they link neighborhoods to business concentrations. In highly urban areas, they also provide connectivity between major traffic generators. A trip length of less than 5 miles is most common for Major Collector roadways. A balance between mobility and access is desired. Major Collector street connections are predominately to Minor Arterials, but they can be connected to any of the other four roadway functional classes. Local access to Major Collectors should be provided via public streets and individual property access should be avoided. Generally, Major Collector streets are predominantly responsible for providing circulation within a city. However, the natural features associated with wetland and drainage complexes and parks, and location of principal arterials through the community results in circulation within North Mankato being reliant on a combination of the Minor Arterial and Major Collector roadways. Major Collectors are typically spaced approximately $\frac{1}{4}$ to $\frac{3}{4}$ mile in developed areas and approximately $\frac{1}{2}$ to 1 mile in developing areas. Portions of Lookout Drive (CSAH 13), Howard Drive, Commerce Drive, Lee Boulevard, Lake Street, Webster Avenue, Lind Street and Center Street are functionally classified as Major Collector roadways in the North Mankato area.

D. Minor Collector Streets

Roadways of this classification typically include city streets and rural township roadways, which facilitate the collection of local traffic and convey it to Major Collectors and Minor Arterials. Minor Collector streets serve short trips at relatively low speeds. Their emphasis is focused on access rather than mobility. Minor Collectors are responsible for providing connections between neighborhoods and the Major Collector/Minor Arterial roadways. These roadways should be designed to discourage short-cut trips through the neighborhood by creating jogs in the roadway (i.e. not direct, through routes). CSAH 41 within the City of North Mankato is classified as a minor collector.

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item: #10	Department: City Planner	Council Meeting Date: 09/19/16																												
TITLE OF ISSUE: Public Hearing 7 p.m.-Consider Amending City Code Section 155 Subdivision Regulations, Changing the minimum Required Width of a Sidewalk.																														
BACKGROUND AND SUPPLEMENTAL INFORMATION: On July 18, 2016 the City Council passed the Sidewalk Maintenance and Installation Policy which set the minimum required width of a sidewalk at 5-feet. On August 18, 2016 the Planning Commission reviewed the proposed changes and moved to amend City Code Chapter 155.46-Streets, Alleys and Sidewalks. The amendment would change the minimum required width of a sidewalk from 6 feet to 5 feet. Additionally, the Planning Commission recommended changes to the sidewalk depth and base material depths. While the Planning Commission recommended a reduction of the sidewalk base from 6 inches to 4 inches, after further discussion with the Public Works Director a base of 5 inches is recommended.A1																														
If additional space is required, attach a separate sheet																														
REQUESTED COUNCIL ACTION:																														
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>Spears</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Spears	_____	_____	Steiner	_____	_____	Norland	_____	_____	Freyberg	_____	_____	Dehen	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, Planning Commission Report</u> _____ _____ _____		Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aye	Nay																													
_____	_____	Spears																												
_____	_____	Steiner																												
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Resolution	Ordinance	Contract	Minutes	Map																										
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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 AMENDING CITY CODE, CHAPTER 155 SUBDIVISION
REGULATIONS, CHANGING THE MINIMUM REQUIRED WIDTH OF A SIDEWALK.

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 September 2016, to hold a public hearing to consider amending City Code, Chapter 155 Subdivision Regulations, changing the minimum required width of a sidewalk from 6-feet to 5-feet.

Such persons as desire to be heard with reference to the minimum required width of a sidewalk will be heard at this meeting.

Dated this 6th day of September.

April Van Genderen
City Clerk
City of North Mankato

AFFIDAVIT OF PUBLICATION

State of Minnesota, ss.

County of Blue Earth

John T. Elchert, being duly sworn, on oath 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 _____ successive weeks; it was first published on Saturday _____, the 10 day of September, 2016, and was thereafter printed and published on every _____ Saturday to and including Saturday, the 10 day of September, 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: _____.

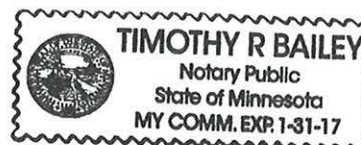
5. Pursuant to Minnesota Statutes §580.033 relating to the publication of mortgage foreclosure notice: The newspaper's known office is located in Blue Earth County. The newspaper complies with the conditions described in §580.033, subd. 1, clause (1) or (2). If the newspaper's known office of issue is 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: John T. Elchert Publisher

Subscribed and sworn to before me on this 10 day of September, 2016.

[Signature]
Notary Public



September 10, 2016
NOTICE OF PUBLIC HEARING
ON AMENDING CITY CODE,
CHAPTER 155 SUBDIVISION
REGULATIONS, CHANGING THE
MINIMUM REQUIRED WIDTH OF
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Dated this 6th day of September.
April Van Genderen
City Clerk
City of North Mankato

AMENDMENTS TO CITY CODE SECTION 155.46

THE CITY OF NORTH MANKATO

SUBJECT: Amendments to City Code Section 155.46
APPLICANT: City of North Mankato
LOCATION: City Wide
EXISTING ZONING: NA
DATE OF HEARING: August 18, 2016
DATE OF REPORT: August 5, 2016
REPORTED BY: Michael Fischer, City Planner

APPLICATION SUBMITTED

Request to amend City Code Section 155.46 – Streets, Alleys and Sidewalks

COMMENT

Based on the adoption of the Sidewalk Installation and Maintenance Policy and proposed Comprehensive Plan amendment regarding the recommended width for future sidewalks, it is necessary to amend City Code Section 155.46 pertaining to sidewalk construction. Attached as Exhibit A is Section 155.46 – Streets, Alleys and Sidewalks with proposed tracked changes to (O) and (P).

According to one local housing developer, the current City Code requirements in 156.46 (O) (3) regarding the sidewalk “base” could be reduced and still create a durable sidewalk. In response, staff is asking for consideration of the following amendment to this section:

| (3) Minimum Class ~~57~~ aggregate base or other crushed aggregate base of ~~64~~ inches.

Attached as Exhibit B are all proposed changes to Section 155.46

RECOMMENDATION

Staff recommends approval of the amendments to City Code Section 155.46 including (O) (3)

§ 155.46 STREETS, ALLEYS AND SIDEWALKS.

(A) *Comprehensive Plan.* The arrangement of thoroughfares and collector streets shall conform as nearly as possible to the North Mankato Comprehensive Plan. Except for cul-de-sacs, streets normally shall connect with streets already dedicated in adjoining or adjacent subdivisions or provide for future connections to the adjoining unsubdivided tracts or shall be a reasonable projection of streets in the nearest subdivided tracts. The arrangement of thoroughfares and collector streets shall be considered in their relation to the reasonable circulation of traffic, to topographic conditions, to run-off of storm water, to public convenience and safety, and in their appropriate relation to the proposed uses of the area to be served.

(B) *Marginal streets, cul-de-sacs and dead ends.* Minor streets should be so planned as to discourage their use by non-local traffic. Dead end streets are prohibited, but cul-de-sacs will be permitted where topography or other conditions justify their use. Cul-de-sacs shall include a terminal turn-around which shall be provided at the closed end, with an outside curb radius of at least 40 feet and a right-of-way radius of not less than 50 feet.

(C) *Partial development of plat.* Where the plat to be submitted includes only part of the tract owned or intended for development by the subdivider, a tentative plan of a proposed future street system for the unsubdivided portion shall be prepared and submitted by the subdivider.

(D) *Subdivision integration.* When a tract is subdivided into larger than normal building lots or parcels, such lots or parcels shall be so arranged as to permit the logical location and openings of future streets and appropriate resubdivision, with provision for adequate utility connections for such resubdivision.

(E) *Angle of intersections.* Under normal conditions, streets shall be laid out so as to intersect as nearly as possible at right angles, except where topography or other conditions justify variations. The minimum angle of intersection of streets shall be 80 degrees.

(F) *Marginal access.* Wherever the proposed subdivision contains or is adjacent to the right-of-way of a limited access highway or thoroughfare, provision may be made for a marginal access street approximately parallel and adjacent to the boundary of such right-of-way, or for a street at a distance suitable for the appropriate use of land between such street and right-of-way. Such distance shall be determined with due consideration of the minimum distance required for approach connections to future grade separations or for lot depths.

(G) *Alleys.* Alleys shall be provided in commercial and industrial districts, except that this requirement may be waived where other definite and assured provision is made for service access, such as off-street loading, unloading and parking consistent with and adequate for the uses proposed alleys, where provided, shall not be less than 20 feet wide, except where justified by special conditions. Dead end alleys shall be avoided wherever possible, but if unavoidable, such dead end alleys may be approved if adequate turn-around facilities are provided at the closed end.

(H) *Dedication of half streets.* Dedication of half streets will not be approved, except where it is essential, to the reasonable development of the subdivision and in conformity with the other requirements of these regulations, where it is found that it will be practical to require the dedication of the other half when the adjoining property is subdivided, or where it becomes necessary to acquire the remaining half by condemnation so it may be improved in the public interest.

(I) *Minimum right-of-way.* For all public ways hereafter dedicated and accepted, the minimum right-of-way widths for streets and thoroughfares shall be as shown in the Comprehensive Plan, and where not shown therein, the minimum right-of-way width for streets, thoroughfares, alleys,

or pedestrian ways included in any subdivision shall not be less than the minimum dimensions for each classification as follows:

- (1) Primary thoroughfare: 80 feet;
- (2) Secondary thoroughfare: 66 feet;
- (3) Collector street: 66 feet;
- (4) Minor street: 60 feet;
- (5) Marginal access street: 50 feet;
- (6) Alley: 20 feet;
- (7) Pedestrian way: 10 feet;
- (8) Where existing or anticipated traffic on primary and secondary thoroughfares warrants greater widths of right-of-way, these shall be required.

(J) *Street grade.* The grades in all streets, thoroughfares, collector streets, minor streets, and alleys in any subdivision shall not be greater than the maximum grades for each classification as follows:

- (1) Primary thoroughfare: 5%;
- (2) Secondary thoroughfare: 5%;
- (3) Collector street: 5%;
- (4) Minor street: 8%;
- (5) Alley: 8%;
- (6) In addition, there shall be a minimum grade on all streets and thoroughfares of not less than 1.0%.

(K) *Horizontal alignment.* The horizontal alignment standards on all streets shall be as follows:

- (1) Radius center line:
 - (a) Major thoroughfare: 500 feet minimum;
 - (b) Secondary thoroughfare: 500 feet minimum;
 - (c) Collector street: 300 feet minimum;
 - (d) Minor street: 100 feet minimum;
- (2) There shall be a tangent between all reversed curves of a minimum length as follows:
 - (a) Major thoroughfare: 100 feet minimum;
 - (b) Secondary thoroughfare: 100 feet minimum;
 - (c) Collector street: 50 feet minimum;
 - (d) Minor street: 30 feet minimum.

(L) *Vertical alignment.* All changes in street grades shall be connected by vertical parabolic curves of such length as follows:

- (1) Primary thoroughfare or secondary thoroughfare: 300 feet minimum;
- (2) Collector street or minor street: 100 feet minimum.

(M) *Dedication of streets.* All proposed streets shall be dedicated as public streets except where approved by the Planning Commission and City Council subject to the provisions in division (N) below.

(N) *Private streets.* The use of private streets are subject to the following:

- (1) Be called trails;
- (2) Have a minimum width of 28 feet;
- (3) Concrete curb and gutter shall be provided. Curb and gutter design shall conform to the city's standard for either B style or M style, as recommended by city staff and/or approved by the City Council based on project-specific considerations; and

(4) Be subject to city design and inspection.

(O) Within all new residential subdivisions, the installation of a sidewalk is required on at least 1 side of any new residential street. The specifications for sidewalks are as follows:

(1) Minimum sidewalk width is 65 feet.

(2) Minimum sidewalk depth is 65 inches.

(3) Minimum Class 5 aggregate base of 6 inches.

(P) ~~Wherever feasible sidewalks will be installed in existing residential subdivisions as circumstances permit.~~ Sidewalks will be installed in existing residential subdivisions as identified in the Future Sidewalk Development Map

(Q) *Curb and gutter.* Within all new subdivisions, the installation of concrete curb and gutter is required on both sides of all streets. Curb and gutter design shall conform to the city's standard for either B style or M style, with the following guidelines:

(1) M-style curb and gutter shall be used for all new streets that are functionally classified as local streets in predominantly single-family or multi-family residential areas.

(2) B-style curb and gutter shall be used for all new streets that are functionally classified as anything higher than local streets in predominantly single-family or multi-family residential areas.

(3) B-style curb shall be used on all new streets in predominantly commercial or industrial areas.

(4) Variations and interpretations to the curb and gutter design standards specified in divisions (Q)(1), (2) and (3) above may be made upon approval by the City Council upon recommendations provided by city staff in consideration of project-specific conditions.

(1975 Code, § 12.06, Subd. 2) (Am. Ord. 4, passed 3-2-1981; Am. Ord. 8, 4th series, passed 1-16-2007; Am. Ord. 57, 4th series, passed 5-5-2014)

(4) Be subject to city design and inspection.

(O) Within all new residential subdivisions, the installation of a sidewalk is required on at least 1 side of any new residential street. The specifications for sidewalks are as follows:

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(2) Minimum sidewalk depth is 65 inches.

(3) Minimum Class 57 aggregate base or other crushed aggregate base of 64 inches.

(P) ~~Wherever feasible sidewalks will be installed in existing residential subdivisions as circumstances permit.~~ Sidewalks will be installed in existing residential subdivisions as identified in the Future Sidewalk Development Map

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City of North Mankato, MN

Claims List - Regular

By Vendor Name

Date Range: 9-19-16

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK						
	Void	09/06/2016	Regular	0	-	85770
	Void	09/19/2016	Regular	0	-	85810
	Void	09/06/2016	Regular	0	(478.93)	85209
	Void	09/13/2016	Regular	0	(1,103.00)	85692
00008	A+ SYSTEMS GROUP	09/19/2016	Regular	0	195.00	85779
02433	ADVANCED AUTO PARTS	09/19/2016	Regular	0	81.68	85780
02254	ALBRIGHT LAWNS	09/19/2016	Regular	0	120.00	85781
00039	ALL AMERICAN TOWING	09/19/2016	Regular	0	90.00	85782
00070	AMLAWN, INC.	09/19/2016	Regular	0	300.00	85783
00101	AT&T MOBILITY	09/19/2016	Regular	0	26.29	85784
00102	AUDIO EDITIONS	09/19/2016	Regular	0	333.59	85785
00118	BARNES & NOBLE, INC.	09/19/2016	Regular	0	100.00	85786
00137	BENCO ELECTRIC COOPERATIVE	09/06/2016	Regular	0	35,171.20	85769
00141	BEST WESTERN	09/19/2016	Regular	0	529.74	85787
00174	BOLTON & MENK, INC.	09/19/2016	Regular	0	6,951.33	85788
00216	C & S SUPPLY CO, INC.	09/19/2016	Regular	0	203.91	85789
02115	CAMPBELL, STU	09/19/2016	Regular	0	67.80	85790
00258	CITY OF MANKATO-WATER BILL	09/19/2016	Regular	0	56.61	85791
00305	CROP PRODUCTION SERVICES, INC.	09/19/2016	Regular	0	242.04	85792
00310	CRYSTEEL TRUCK EQUIPMENT, INC	09/19/2016	Regular	0	1,088.74	85793
00322	DALCO	09/19/2016	Regular	0	391.39	85794
00343	DH ATHLETICS LLC	09/19/2016	Regular	0	541.20	85795
00404	FASTENAL COMPANY	09/19/2016	Regular	0	35.87	85796
00432	FLEETPRIDE	09/19/2016	Regular	0	26.55	85797
00447	FREE PRESS	09/19/2016	Regular	0	37.63	85798
00462	G & K SERVICES	09/19/2016	Regular	0	172.54	85799
00463	G & L AUTO SUPPLY, LLC	09/19/2016	Regular	0	117.15	85800
00482	GMS INDUSTRIAL SUPPLIES, INC.	09/19/2016	Regular	0	12.48	85801
00493	GOODWIN, TONY	09/19/2016	Regular	0	300.00	85802
00494	GOPHER STATE ONE-CALL	09/19/2016	Regular	0	263.25	85803
00534	HART'S AUTO SUPPLY	09/19/2016	Regular	0	61.00	85804
00538	HAWKINS, INC.	09/19/2016	Regular	0	5.00	85805
00873	HENRY G. MEIGS LLC	09/19/2016	Regular	0	54,294.97	85806
02445	HUYNH, CUONG	09/19/2016	Regular	0	81.92	85807
00595	HY-VEE, INC.	09/19/2016	Regular	0	369.75	85808
00608	INGRAM LIBRARY SERVICES	09/19/2016	Regular	0	1,287.52	85809
00680	J.J. KELLER & ASSOCIATES, INC.	09/19/2016	Regular	0	736.50	85811
01275	JADD SEPPMANN & SONS, LLP	09/19/2016	Regular	0	467.26	85812
00639	JOHN DEERE FINANCIAL	09/19/2016	Regular	0	117.06	85813
00657	JT SERVICES	09/19/2016	Regular	0	3,600.00	85814
00691	KENNEDY & KENNEDY LAW OFFICE	09/19/2016	Regular	0	7,920.00	85815
02452	LAForge, JOHN	09/19/2016	Regular	0	175.00	85816
00743	LARKSTUR ENGINEERING & SUPPLY, INC.	09/19/2016	Regular	0	106.30	85817
00746	LAW ENFORCEMENT LABOR SERVICES, INC.	09/13/2016	Regular	0	490.00	85775
00754	LEAGUE OF MINNESOTA CITIES	09/19/2016	Regular	0	135.00	85818
00776	LLOYD LUMBER CO.	09/19/2016	Regular	0	581.81	85819
02451	LOKEN'S PARKING LOT	09/19/2016	Regular	0	640.00	85820
00783	LONG-TERM CARE	09/19/2016	Regular	0	163.64	85821
00784	LOOKOUT DRIVE WELDING	09/19/2016	Regular	0	100.00	85822
00789	LOWRY, LUCY	09/19/2016	Regular	0	37.80	85823
00796	MAC QUEEN EQUIPMENT, INC.	09/19/2016	Regular	0	121.25	85824
00819	MANKATO FORD, INC.	09/19/2016	Regular	0	561.97	85825
00828	MANKATO PEPPERS	09/06/2016	Regular	0	478.93	85772
00846	MATCO TOOLS	09/19/2016	Regular	0	126.21	85826
00847	MATHESON TRI-GAS, INC.	09/19/2016	Regular	0	116.33	85827
00874	MENARDS-MANKATO	09/19/2016	Regular	0	12.50	85828
00910	MINNESOTA VALLEY TESTING LAB, INC.	09/19/2016	Regular	0	59.25	85829

00956	MINNESOTA WASTE PROCESSING CO.	09/19/2016	Regular	0	25,255.13	85830
02323	MOBOTREX	09/19/2016	Regular	0	240.00	85831
00997	MTI DISTRIBUTING CO	09/19/2016	Regular	0	541.69	85832
01000	MULCAHY COMPANY	09/19/2016	Regular	0	666.00	85833
01018	NCPERS MINNESOTA-UNIT 662400	09/13/2016	Regular	0	176.00	85776
01020	NEENAH FOUNDRY COMPANY	09/19/2016	Regular	0	4,773.18	85834
01039	NICOLLET COUNTY FINANCE	09/19/2016	Regular	0	94,817.77	85835
01083	OVERDRIVE, INC.	09/19/2016	Regular	0	666.96	85836
02005	PANTHEON COMPUTERS	09/19/2016	Regular	0	122.90	85837
01090	PARAGON PRINTING, MAILING & SPECIALTIES	09/19/2016	Regular	0	3,486.96	85838
01106	PETTY CASH	09/19/2016	Regular	0	114.70	85839
02253	POLITO'S PIZZA	09/19/2016	Regular	0	1,420.00	85840
01133	POWERPLAN/RDO EQUIPMENT	09/19/2016	Regular	0	14.85	85841
01160	QUALITY OVERHEAD DOOR CO, INC	09/19/2016	Regular	0	87.00	85842
01170	RAMY TURF PRODUCTS	09/19/2016	Regular	0	179.00	85843
01179	RED FEATHER PAPER CO.	09/19/2016	Regular	0	213.30	85844
01211	RIVER BEND BUSINESS PRODUCTS	09/19/2016	Regular	0	452.02	85845
02151	SAFE ASSURE CONSULTANTS INC	09/19/2016	Regular	0	6,662.64	85846
01233	SAFETY-KLEEN SYSTEMS, INC.	09/19/2016	Regular	0	6,384.50	85847
01281	SIGN PRO	09/19/2016	Regular	0	11.25	85848
01335	STAPLES ADVANTAGE	09/19/2016	Regular	0	278.05	85849
01402	TIRE ASSOCIATES	09/19/2016	Regular	0	115.28	85850
01419	TRAVERSE DES SIOUX LIBRARY COOPERATIVE	09/19/2016	Regular	0	2,324.60	85851
01442	UNITED STATES POSTAL SERVICE	09/19/2016	Regular	0	186.00	85852
01445	UNITED WAY INC	09/13/2016	Regular	0	166.47	85777
01492	WACO SCAFFOLDING & SUPPLY CO.	09/19/2016	Regular	0	222.94	85853
01507	WAYNE'S AUTO BODY, INC.	09/19/2016	Regular	0	620.00	85854
01525	WEST CENTRAL SANITATION, INC.	09/19/2016	Regular	0	25,727.90	85855
01568	ZIEGLER, INC.	09/19/2016	Regular	0	2,520.00	85856
00241	CHARTER COMMUNICATIONS	09/07/2016	Bank Draft	0	78.37	DFT0000519
00241	CHARTER COMMUNICATIONS	09/13/2016	Bank Draft	0	403.96	DFT0000529
00241	CHARTER COMMUNICATIONS	09/12/2016	Bank Draft	0	2.07	DFT0000530
02058	CONSOLIDATED COMMUNICATIONS	09/13/2016	Bank Draft	0	42.94	DFT0000521
02058	CONSOLIDATED COMMUNICATIONS	09/12/2016	Bank Draft	0	40.68	DFT0000522
02058	CONSOLIDATED COMMUNICATIONS	09/13/2016	Bank Draft	0	250.98	DFT0000523
02058	CONSOLIDATED COMMUNICATIONS	09/12/2016	Bank Draft	0	32.45	DFT0000524
02058	CONSOLIDATED COMMUNICATIONS	09/12/2016	Bank Draft	0	37.00	DFT0000525
02058	CONSOLIDATED COMMUNICATIONS	09/13/2016	Bank Draft	0	3,138.23	DFT0000526
02058	CONSOLIDATED COMMUNICATIONS	09/12/2016	Bank Draft	0	30.67	DFT0000527
00311	CULLIGAN WATER CONDITIONING	09/12/2016	Bank Draft	0	54.00	DFT0000531
00496	GOVERNMENT FINANCE OFFICERS ASSOCIATION	09/13/2016	Bank Draft	0	340.00	DFT0000540
00733	LAKES GAS CO #10	09/12/2016	Bank Draft	0	79.80	DFT0000536
00910	MINNESOTA VALLEY TESTING LAB, INC.	09/12/2016	Bank Draft	0	158.75	DFT0000534
01117	PLUNKETT'S PEST CONTROL, INC.	09/13/2016	Bank Draft	0	113.60	DFT0000539
01335	STAPLES ADVANTAGE	09/09/2016	Bank Draft	0	289.84	DFT0000520
01335	STAPLES ADVANTAGE	09/12/2016	Bank Draft	0	169.02	DFT0000535
01361	SURVEY SERVICES, INC	09/13/2016	Bank Draft	0	200.00	DFT0000541
01361	SURVEY SERVICES, INC	09/13/2016	Bank Draft	0	300.00	DFT0000541
01361	SURVEY SERVICES, INC	09/13/2016	Bank Draft	0	700.00	DFT0000541
01361	SURVEY SERVICES, INC	09/13/2016	Bank Draft	0	300.00	DFT0000541
01361	SURVEY SERVICES, INC	09/13/2016	Bank Draft	0	600.00	DFT0000541
01459	USA TODAY	09/12/2016	Bank Draft	0	294.45	DFT0000532
01470	VERIZON WIRELESS	09/12/2016	Bank Draft	0	67.73	DFT0000533
01470	VERIZON WIRELESS	09/12/2016	Bank Draft	0	485.87	DFT0000537
02178	WASTE MANAGEMENT OF WI-MN	09/13/2016	Bank Draft	0	100.73	DFT0000538
01525	WEST CENTRAL SANITATION, INC.	09/13/2016	Bank Draft	0	4,177.00	DFT0000528

Bank Code APBNK Summary

	Payable	Payment		
Payment Type	Count	Count	Discount	Payment
Regular Checks	227	80	0.00	297,168.12
Manual Checks	0	0	0.00	0.00
Voided Checks	0	4	0.00	0.00
Bank Drafts	27	27	0.00	12,488.14
EFT's	0	0	0.00	0.00
	256	113	0.00	309,656.26

Authorization Signatures

All Council

The above manual and regular claims lists are approved by:

MARK DEHEN- MAYOR

KIM SPEARS- COUNCIL MEMBER

DIANE NORLAND- COUNCIL MEMBER

WILLIAM STEINER- COUNCIL MEMBER

ROBERT FREYBERG- COUNCIL MEMBER

1001 Belgrade Ave., PO Box 2055
North Mankato, MN 56003
507-625-4141 Fax: 507-625-4252
www.northmankato.com

For Office Use Only

APPROVED _____

DENIED _____

☐ PARK USE ☐ AUDIO USE

Application For PARADE PERMIT

REQUIRED INFORMATION:

- Application for Parade Permit
- Map of Parade Route
- \$25 Application Fee

Thirty (30) days inadvance of the parade date.

Name of Applicant <u>Angela Merseth</u>	Address <u>219 Belle Ave Mankato</u>	Phone <u>541-245-7465</u>	Email <u>ammerseth@gmail.com</u>
Sponsoring Organization Name <u>Mt. Olive Lutheran School</u>	Address <u>1123 Marsh St. Mankato</u>	Phone <u>507-345-7927</u>	
Contact during event <u>Angela Merseth</u>		Phone <u>541-245-7465</u>	
Event Location <u>Spring Lake Park walk upto Culvers in NM</u>	Date <u>9/30/16</u>	(rain date <u>10/14/16</u>) From <u>10:00</u>	To <u>12:00</u>
Occasion for Parade <u>Fundraising walk For our school</u>			
Parade Description / Composition <u>Mt. Olive School students, teachers, and family members</u>			
Estimated Number of Participants: <u>175</u>			

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

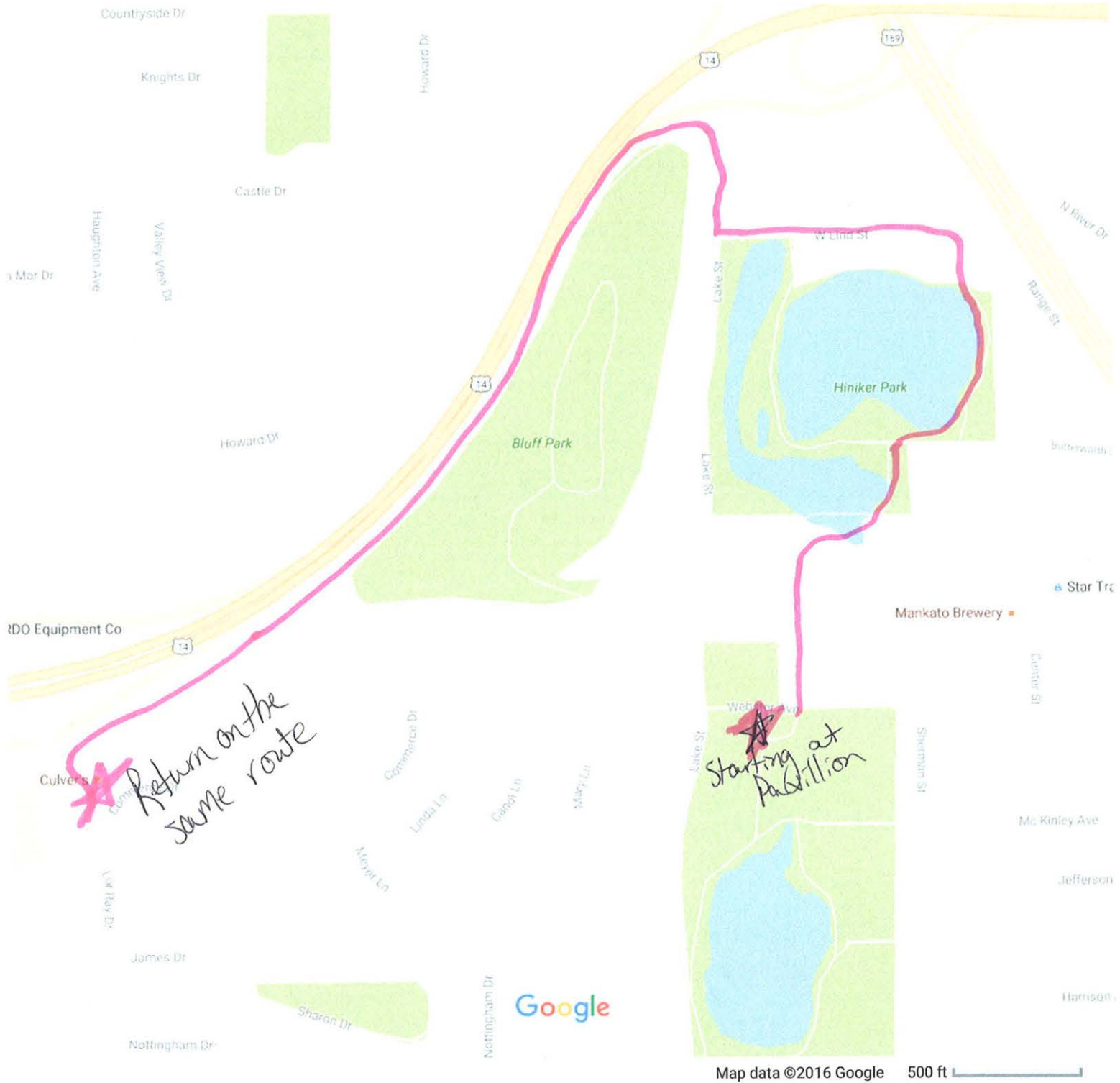
Angela Merseth 9/7/16
Applicant Date

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

[Signature] #701 09-08-2016
Chief of Police Date

Caswell Sports Director

Date



Questions please call Angela Merseth @ 541-245-7465

RESOLUTION NO.

RESOLUTION WAIVING WAITING PERIOD
FOR EXEMPTION FROM LAWFUL GAMBLING LICENSE FOR
HOLY ROSARY CHURCH

WHEREAS, Holy Rosary has made application for exemption from a charitable gambling license to conduct a raffle and Bingo on November 13, 2016 at Holy Rosary Church within the City of North Mankato, Minnesota, which application was received by the City on September 14, 2016;

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

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

Mayor

ATTEST:

City Clerk

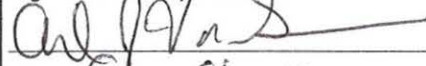
LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

**CITY APPROVAL
for a gambling premises
located within city limits**

- ☒ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- ☐ The application is denied.

Print City Name: North Mankato

Signature of City Personnel:



Title: City Clerk Date: 9-14-16

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

**COUNTY APPROVAL
for a gambling premises
located in a township**

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
- ☐ The application is denied.

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)

On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

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

Chief Executive Officer's Signature:  Date: 9-13-2016
(Signature must be CEO's signature; designee may not sign)

Print Name: Father Paul van de Crommert

REQUIREMENTS

Complete a separate application for:

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

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

Financial report to be completed within 30 days after the gambling activity is done:

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

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

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

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

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

Questions?

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

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format (i.e. large print, braille) upon request.

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

Organization Name: Holy Rosary Church Previous Gambling Permit Number: X03302-15-018

Minnesota Tax ID Number, if any: 8373253 Federal Employer ID Number (FEIN), if any: 41-0713877

Mailing Address: 525 Grant Avenue

City: North Mankato State: MN Zip: 56003 County: Nicollett

Name of Chief Executive Officer (CEO): Father Paul van de Crommert

Daytime Phone: 507-387-6501 Email: jimth@hickorytech.net

☐ Fraternal ☒ Religious ☐ Veterans ☐ Other Nonprofit Organization

☒ A current calendar year Certificate of Good Standing

Secretary of State website, phone numbers:
www.sos.state.mn.us
 651-296-2803, or toll free 1-877-551-6767

☐ **IRS income tax exemption (501(c)) letter in your organization's name**

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

Name of premises where the gambling event will be conducted
(for raffles, list the site where the drawing will take place): Holy Rosary School

Address (do not use P.O. box): 525 Grant Avenue

City or
Township: North Mankato Zip: 56003 County: Nicollett

Date(s) of activity (for raffles, indicate the date of the drawing): November 13, 2016

Check each type of gambling activity that your organization will conduct:

☒ Bingo* ☐ Paddlewheels* ☐ Pull-Tabs* ☐ Tipboards*

☒ Raffle (total value of raffle prizes awarded for the calendar year: \$_____)

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

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #13A	Department: City Planner	Council Meeting Date: 9/19/16																											
TITLE OF ISSUE: Consider Approving Resolution Amending Comprehensive Plan Chapter 6: Transportation.																													
BACKGROUND AND SUPPLEMENTAL INFORMATION: A Public Hearing was held earlier in the evening to discuss amending the Comprehensive Plan. The request follows the July 18, 2016 adoption of the Sidewalk Maintenance and Installation Policy. The Sidewalk Maintenance and Installation Policy was adopted after Public Hearings held on June 6, 2016, June 20, 2016 and July 18, 2016. The Policy sets the minimum required sidewalk width at 5 feet. During the discussion concerning the Sidewalk Maintenance and Installation Policy staff made Council aware the Comprehensive Plan and the City Code would need to be amended to reflect the minimum required sidewalk width of 5 feet																													
<i>If additional space is required, attach a separate sheet</i>																													
REQUESTED COUNCIL ACTION: Adopt Resolution Approving an Amendment to the Comprehensive Plan 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>Spears</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Spears	_____	_____	Steiner	_____	_____	Norland	_____	_____	Freyberg	_____	_____	Dehen	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) <u>Planning Commission Report</u> _____ _____ _____ _____	Resolution	Ordinance	Contract	Minutes	Map	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aye	Nay																												
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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 APPROVING AN AMENDMENT
TO THE COMPREHENSIVE PLAN CHAPTER 6: TRANSPORTATION

WHEREAS, the City of North Mankato, pursuant to Minnesota State Statute 462.355, adopted a Comprehensive Plan on March 2, 2015 following extensive public participation; and

WHEREAS, the Comprehensive Plan Chapter 6: Transportation states along "Minor Collector roadways, a 6-foot concrete sidewalk is recommended on at least one side of the roadway both sides being preferred."; and

WHEREAS, the City Council of the City of North Mankato on July 18, 2016 adopted the Sidewalk Maintenance and Installation Policy which sets the minimum required sidewalk width at 5 feet; and

WHEREAS, the Planning Commission has reviewed the proposed amendment and finds it is internally consistent with the vision for the City of North Mankato and recommended the City Council approve the amendment to the Comprehensive Plan; and

WHEREAS, the City of North Mankato has duly noticed and held a Public Hearing on the proposed amendment.

NOW, THEREFORE, BE IT RESOLVED, that pursuant to Minnesota State Statute 462.355, the City of North Mankato hereby approves the proposed amendment to the Comprehensive Plan Chapter 6: Transportation as follows:

1. Along Minor Collector roadways, a 5-foot concrete sidewalk is recommended on at least one side of the roadway both sides being preferred.

Mayor

ATTEST:

City Clerk

COMPREHENSIVE PLAN AMENDMENT NO. 4

THE CITY OF NORTH MANKATO

SUBJECT: Comprehensive Plan Amendment No.4
APPLICANT: City of North Mankato
LOCATION: City Wide
EXISTING ZONING: NA
DATE OF HEARING: August 18, 2016
DATE OF REPORT: August 5, 2016
REPORTED BY: Michael Fischer, City Planner

APPLICATION SUBMITTED

Request to amend Comprehensive Plan Chapter 6 - Transportation

COMMENT

In July of 2016, the City Council adopted the attached Sidewalk Installation & Maintenance Policy. The purpose of the document was to create a policy for the installation, replacement, and maintenance of public sidewalks in the City. One of the outcomes of the policy was to reduce the minimum sidewalk width on local residential streets from 6 feet to 5 feet along with some changes to how they are constructed.

Within the Transportation section of the Comprehensive Plan, it states "Along Minor Collector roadways, a 6-foot concrete sidewalk is recommended on at least one side of the roadway both sides being preferred". Attached as Exhibit A is page 63 from the Comprehensive Plan which includes such language. Attached as Exhibit B is page 57 from the Comprehensive Plan which defines roadway classifications including minor collector streets.

RECOMMENDATION

It is recommended that the Planning Commission consider an amendment to Chapter 6 – Transportation reducing the recommended sidewalk width along minor collector roadways on page 63 from 6 feet to 5 feet.

Sidewalk Installation & Maintenance Policy

Section 1: INTRODUCTION

(1.1) In 2016, the City of North Mankato has approximately 56 miles of public sidewalks which vary in size, age and quality of condition. Some sidewalks lack connectivity and unmaintained sidewalks create unreasonable hazards for pedestrians. This policy, in addition to existing provisions in the city code and plans adopted by the city of North Mankato outline the installation, replacement, and maintenance policy for public sidewalks in the City.

Section 2: SIDEWALK REPAIR AND REPLACEMENT POLICY

(2.1) As stated in City Code Section 90.026, it is the responsibility of the owner of private property which abuts any sidewalk on public property to maintain such sidewalk in a safe condition. This includes the timely removal of snow and ice as well as the physical condition of the sidewalk. In most cases, the poor conditions of sidewalks are brought to the attention of the City by citizen complaints. Not every inequality or irregularity in the surface of a public sidewalk rises to the level of a defect. To maintain consistency in the process of determining whether a particular sidewalk is in need a replacement or repair, the Sidewalk Inspection Form (Attachment A) will be used to determine if existing sidewalk must be replaced.

(2.2) If a sidewalk is identified either by complaint or by City Staff to have a condition(s) requiring maintenance or replacement, the City will send a letter by certified mail to the property owner recognized by Nicollet County, that it is necessary to either repair or replace the sidewalk. The property owner will be given sixty (60) days from the date of the letter to make the necessary improvements. The City will pay 50% of the cost to make the necessary improvements and the property owner will pay 50%. If after sixty (60) days the necessary 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.

Section 3: SIDEWALKS IN NEW SUBDIVISIONS

(3.1) In all new residential subdivisions the installation of a sidewalk is required on at least 1 side of any new residential street in accordance with the specifications listed City Code provision 155.46 (O). The cost of the sidewalk will be the responsibility of the developer or property owner. The location of the sidewalk will be approved by the City Council by resolution approving plans and specifications and ordering advertisement by bids.

Section 4: SIDEWALKS IN STREET RECONSTRUCTION PROJECTS

(4.1) As part of any full street and utility reconstruction project, existing sidewalks will be replaced with the size, type and location determined by the City Council by resolution approving

plans and specifications and ordering advertisements for bids. If no sidewalk(s) existed prior to street reconstruction, reference will be made to the Future Sidewalk System Development Map (Attachment B) in determining whether or not sidewalk will be installed. All associated costs will be assessed according to the City of North Mankato's Assessment Policy.

Section 5: SIDEWALK SYSTEM GAPS

(5.1) As shown on Future Sidewalk System Development Map (Attachment B), there are "gaps" in the current sidewalk system and the addition of sidewalk segments will provide connectivity. To address these gaps, the City Council may order the installation of sidewalks to provide connectivity and improve the overall sidewalk system during as part of a reconstruction project or install the system to resolve connectivity as funds become available.

Section 6: SIDEWALK DAMAGE CAUSED BY TREE ROOTS

(6.1) When it has been determined the roots of a tree in the public right of way have caused repairable damage to a sidewalk, should the City Forester determine that the tree is healthy, the tree will not be removed because of root damage to an adjacent sidewalk. It shall be the responsibility of the adjacent homeowner or contractor to remove the roots which caused the damage as part of the sidewalk replacement. Should the tree expire or become unsafe as part of this effort, the City will remove the tree. Or, the tree roots could be left intact, if the City Forester deems the tree to be of value, by removing the sidewalk and repositioning the sidewalk around the tree.

Section 7: GUIDING PLANS AND POLICIES

(7.1) Decisions related to sidewalk installation or maintenance shall be based on this policy and the following plans, policies and City Code regulations:

A. Complete Streets

The North Mankato City Council Adopted a Complete Streets Policy directing the examination of accommodations for pedestrian and bicycle travel in the preliminary design stage when existing streets are to be reconstructed or new streets are constructed. Pedestrian accommodations may include sidewalks or off street multi-use trails.

B. Safe Routes to Schools

The North Mankato City Adopted a Safe Routes to School Plan for the elementary schools located in the City, including Dakota Meadows Middle School. The Plan includes an action plan for each school to address barriers and concerns for walking and biking to school.

C. Comprehensive Plan

Within the Comprehensive Plan, sidewalks and/or trails are recommended to be adjacent to all Minor Arterial, Major Collector and Minor Arterial roadways.

Along Minor Arterial and Major Collector roadways, 8-foot wide bituminous or concrete trail and/or a 6-foot wide concrete sidewalk is recommended on either side of the roadway. Along Minor Collector roadways, 6-foot concrete sidewalk is recommended on at least one side of the roadway while sidewalk location on both sides of the roadway is preferred.

D. Subdivision Regulations

According to the City Code Subdivision Regulations, within all new residential subdivisions, the installation of a sidewalk at least six feet wide is required on at least one side of any new residential street. Wherever feasible, sidewalks will be installed in existing residential subdivisions as circumstances permit.

E. City Code Provisions Related to Sidewalks

See Attachment C.

F. Other relevant policies and plans adopted by the City Council

ATTACHMENT A

SIDEWALK INSPECTION FORM CITY OF NORTH MANKATO



DATE: _____

LOCATION/ ADDRESS OF DEFECT: _____

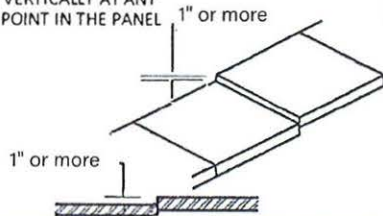
PROPERTY OWNER ADDRESS: _____

INSPECTOR: _____ DATE PASSED INSPECTION: _____

TYPE 1

SIDEWALK

- IS DISPLACED 1 INCH OR MORE VERTICALLY AT ANY POINT IN THE PANEL



TYPE 2

SIDEWALK

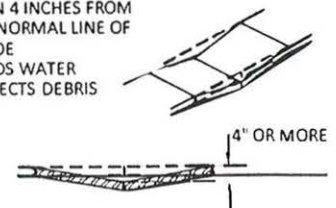
- SIDEWALK IS RAISED MORE THAN 4 INCHES FROM THE NORMAL LINE OF GRADE



TYPE 3

SIDEWALK

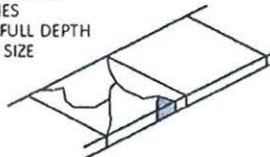
- IS DEPRESSED MORE THAN 4 INCHES FROM THE NORMAL LINE OF GRADE
- PONDS WATER
- COLLECTS DEBRIS



TYPE 4

SIDEWALK

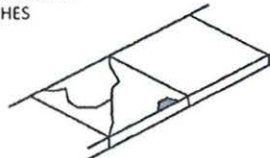
- IS CRACKED INTO 4 OR MORE PIECES
- IS MISSING A PIECE EQUAL TO OR EXCEEDING 15 SQUARE INCHES
- IS MISSING A FULL DEPTH PIECE OF ANY SIZE



TYPE 5

SIDEWALK

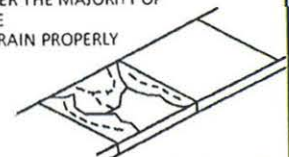
- IS MISSING 3 PIECES OR LESS WITH EACH PIECE BEING LESS THAN 15 SQUARE INCHES, BUT GREATER THAN 4 SQUARE INCHES



TYPE 6

SIDEWALK

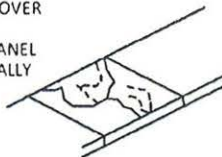
- IS SPALLED 75% OR MORE OVER SURFACE
- HAS SPALLED AREA DEEPER THAN 1/2 INCH
- HAS LOOSE OR DETERIORATING DAMAGE OVER THE MAJORITY OF THE SURFACE
- DOES NOT DRAIN PROPERLY



TYPE 7

MINOR SURFACE DAMAGE

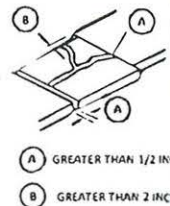
- SIDEWALK IS SPALLED BETWEEN 50%-75% OVER SURFACE
- MAJORITY OF THE PANEL DEEMED STRUCTURALLY SOUND WITHOUT DRAINAGE ISSUES



TYPE 8

SIDEWALK

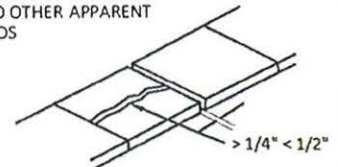
- HAS SEPARATION EQUAL TO OR EXCEEDING 1/2 INCH AT ANY POINT IN THE PANEL
- HAS MORE THAN ONE SEPARATION
- HAS ELEVATION OR DRAINAGE ISSUES
- HAS SHIFTED MORE THAN 2 INCHES



TYPE 9

SIDEWALK

- HAS ONE SEPARATION GREATER THAN 1/4 INCH AND LESS THAN 1/2 INCH AT ANY POINT IN THE PANEL
- HAS NO OTHER APPARENT HAZARDS



WIDTH OF SIDEWALK: _____ FEET

APPROX. SQ. FT. OF SIDEWALK TO BE REPLACED: _____

NOTES: _____

ATTACHMENT C

Sidewalk Installation & Maintenance Policy

90.026 SIDEWALK MAINTENANCE

It is the responsibility of the owner of private property which abuts any sidewalk on public property to maintain such sidewalk in a safe condition. Any construction shall conform to the requirements of this section. In the event that the property owner fails to conform to this requirement, then the city may take steps to perform the maintenance requirements and to assess the property owner in accordance with the provisions of this chapter.

90.125 RESPONSIBILITY OF OWNER AND OCCUPANT

The owner and occupant of private property abutting a public sidewalk shall remove accumulated snow from such sidewalk within 48 hours after it stops snowing. Furthermore, such owner and occupant are responsible for either removing ice from such public sidewalk or depositing within 48 hours of accumulation of the ice or snow enough sand and/or salt on the icy sidewalk to provide reasonable safety for the public.

90.126 FAILURE TO MAINTAIN

If the property owner or occupant fails to remove the ice or snow from a sidewalk as required by this section, the city may, without notice to the owner or occupant, remove the snow or ice from the public sidewalks, keeping an accurate account of the cost. The cost shall be assessed to the adjacent property in conformance with the provisions of this chapter.

155.46 STREETS, ALLEYS AND SIDEWALKS

(O) Within all new residential subdivisions, the installation of a sidewalk is required on at least 1 side of any new residential street. The specifications for sidewalks are as follows:

- (1) Minimum sidewalk width is *5 feet*.
- (2) Minimum sidewalk depth is *5 inches*.
- (3) Minimum Class 5 aggregate base of 6 inches.

(P) Sidewalks will be installed in existing residential subdivisions as identified in *the Future Sidewalk System Development Map* (Attachment A).



Sidewalk/Trail

Sidewalks and/or trails are recommended to be adjacent to all Minor Arterial, Major Collector and Minor Collector roadways within North Mankato to accommodate pedestrian, bicycle, and other non-motorized travel in a safe and comfortable manner. These roadways are expected to carry a significant amount of vehicular traffic and separation of travel modes is necessary. In commercial and industrial areas, the requirements for trails and sidewalks may vary to accommodate additional pedestrian and bicycle traffic.

Along Minor Arterials and Major Collector roadways, an 8-foot wide bituminous or concrete trail and/or 6-foot wide concrete sidewalk is recommended on either side of the roadway to accommodate local pedestrian and bicycle travel. The pedestrian facilities on both sides of these roadways allow for pedestrian travel within the corridor without introducing excessive crossing demand on Minor Arterials and Major Collectors. A sidewalk and trail will accommodate pedestrian and bicycle travel along the corridor, as well as provide a safe, comfortable link between lower volume residential streets and the other pedestrian and trail facilities within the community. A 10-foot wide trail would be more desirable as the 10-foot width would better accommodate two-way bicycle traffic. The City of North Mankato's comprehensive trail plan will be utilized to determine where bike trails are required.

Along Minor Collector roadways, a 6-foot concrete sidewalk is recommended on at least one side of the roadway both sides being preferred. With the anticipated vehicular volumes on Minor Collector streets, pedestrians can safely cross the roadway, however, pedestrian travel along the roadway may become uncomfortable.

Design Speed

The design speed of a roadway is directly related to the roadway's function in the roadway system. The focus of Minor Arterial roadways is mobility; therefore these roadways should be designed to accommodate higher travel speeds. Likewise, Minor Collector roadways are more focused on accessibility and should be designed to accommodate lower travel speeds. The function of Major Collectors is balanced between mobility and accessibility; therefore these roadways should be designed accordingly. Table 6-F below presents the recommended design speed for the North Mankato roadway network.

Table 6-F: Roadway Design Speed Guidelines

Functional Classification	Design Speed (1)
Minor Collector Street	30 mph
Major Collector Roadway	35 – 40 mph
Minor Arterial Roadway	45 – 55 mph

(1) At the discretion of the City Engineer for City roadways, with approval by the City Council.

The existing roadway classifications in North Mankato are described below.

A. Principal Arterials

Roadways of this classification typically connect large urban areas to other large urban areas or they connect metro centers to regional business concentrations via a continuous roadway without stub connections. They are designed to accommodate the longest trips. Their emphasis is focused on mobility rather than access. They connect only with other Principal Arterials, interstate freeways, and select Minor Arterials and Collector Streets. There are two Principal Arterial roadways in the City of North Mankato, US 14 and US 169. US 14 provides east-west connectivity across the southern portion of the state of Minnesota. US 169 runs north-south with connections into Iowa on the south and to the Twin Cities metropolitan area and beyond on the north.

B. Minor Arterials

Roadways of this classification typically link urban areas and rural Principal Arterials to larger towns and other major traffic generators capable of attracting trips over similarly long distances. Minor Arterials service medium length trips, and their emphasis is on mobility as opposed to access in urban areas. They connect with Principal Arterials, other Minor Arterials, and Collector Streets. Connections to Local Streets should be avoided if possible. Minor Arterials are responsible for accommodating thru-trips, as well as trips beginning or ending outside the North Mankato area. Minor Arterial roadways are typically spaced approximately $\frac{1}{2}$ to 1 mile in developed areas and approximately 1 to 2 miles in developing areas. All or portions of Lookout Drive, Lor Ray Drive, Lee Boulevard, Belgrade Avenue, Range Street, Center Street and Sherman Street are identified as Minor Arterial roadways in North Mankato.

C. Major Collectors

Roadways of this classification typically link neighborhoods together within a city or they link neighborhoods to business concentrations. In highly urban areas, they also provide connectivity between major traffic generators. A trip length of less than 5 miles is most common for Major Collector roadways. A balance between mobility and access is desired. Major Collector street connections are predominately to Minor Arterials, but they can be connected to any of the other four roadway functional classes. Local access to Major Collectors should be provided via public streets and individual property access should be avoided. Generally, Major Collector streets are predominantly responsible for providing circulation within a city. However, the natural features associated with wetland and drainage complexes and parks, and location of principal arterials through the community results in circulation within North Mankato being reliant on a combination of the Minor Arterial and Major Collector roadways. Major Collectors are typically spaced approximately $\frac{1}{4}$ to $\frac{3}{4}$ mile in developed areas and approximately $\frac{1}{2}$ to 1 mile in developing areas. Portions of Lookout Drive (CSAH 13), Howard Drive, Commerce Drive, Lee Boulevard, Lake Street, Webster Avenue, Lind Street and Center Street are functionally classified as Major Collector roadways in the North Mankato area.

D. Minor Collector Streets

Roadways of this classification typically include city streets and rural township roadways, which facilitate the collection of local traffic and convey it to Major Collectors and Minor Arterials. Minor Collector streets serve short trips at relatively low speeds. Their emphasis is focused on access rather than mobility. Minor Collectors are responsible for providing connections between neighborhoods and the Major Collector/Minor Arterial roadways. These roadways should be designed to discourage short-cut trips through the neighborhood by creating jogs in the roadway (i.e. not direct, through routes). CSAH 41 within the City of North Mankato is classified as a minor collector.

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #13B	Department: City Planner	Council Meeting Date: 9/19/16																																																															
TITLE OF ISSUE: Consider Adopting Ordinance No. 81, Fourth Series An Ordinance of the City of North Mankato, Minnesota, Amending North Mankato City Code, Title XV Land Usage Chapter 155 Subdivision Regulations.																																																																	
BACKGROUND AND SUPPLEMENTAL INFORMATION: A Public Hearing was held earlier in the evening to discuss amending City Code Chapter 155.46. The request follows the July 18, 2016 adoption of the Sidewalk Maintenance and Installation Policy. The Sidewalk Maintenance and Installation Policy was adopted after Public Hearings held on June 6, 2016, June 20, 2016 and July 18, 2016. The Policy sets the minimum required sidewalk width at 5 feet. During the discussion concerning the Sidewalk Maintenance and Installation Policy staff made Council aware the Comprehensive Plan and the City Code would need to be amended to reflect the minimum required sidewalk width of 5 feet. Additionally, the Planning Commission recommended changes to the sidewalk depth and base material depths. While the Planning Commission recommended a reduction of the sidewalk base from 6 inches to 4 inches, after further discussion with the Public Works Director a base of 5 inches is recommended.																																																																	
<i>If additional space is required, attach a separate sheet</i>																																																																	
REQUESTED COUNCIL ACTION: Adopt Ordinance No. 81, Fourth Series An Ordinance of the City of North Mankato, Minnesota, Amending North Mankato City Code, Title XV Land Usage Chapter 155 Subdivision Regulations.																																																																	
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> <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></td> <td></td> <td>Spears</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Steiner</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Norland</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Freyberg</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Dehen</td> </tr> </table>	Vote Record:	Aye	Nay								_____	_____						Spears		_____	_____						Steiner		_____	_____						Norland		_____	_____						Freyberg		_____	_____						Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="width: 15%;">Resolution</td> <td style="width: 15%;">Ordinance</td> <td style="width: 15%;">Contract</td> <td style="width: 15%;">Minutes</td> <td style="width: 15%;">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>Planning Commission Report</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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ORDINANCE NO. 81, FOURTH SERIES

**AN ORDINANCE OF THE CITY OF NORTH MANKATO, MINNESOTA,
AMENDING NORTH MANKATO CITY CODE, TITLE XV LAND USAGE
CHAPTER 155 SUBDIVISION REGULATIONS**

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

Section 1. Sections of North Mankato City Code, Title XV, Land Usage, Chapter 155
Subdivision Regulations are hereby amended as follows:

§ 155.46 STREETS, ALLEYS AND SIDEWALKS

(O) Within all new residential subdivision, the installation of a sidewalk is required on at
least 1 side of any new residential street. The specifications for sidewalks are as follows:

(1) Minimum sidewalk width is 5 feet.

(2) Minimum sidewalk depth is 5 inches.

(3) Minimum Class 7 aggregate base or other crushed aggregate base of 5 inches.

(P) Sidewalks will be installed in existing residential subdivisions as identified in the
Future Sidewalk Development Map.

Section 2. North Mankato City Code, Chapter 155, entitled Subdivision Regulations 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 City Council this 19th day of September 2016.

Mayor

ATTEST:

City Clerk

AMENDMENTS TO CITY CODE SECTION 155.46

THE CITY OF NORTH MANKATO

SUBJECT: Amendments to City Code Section 155.46
APPLICANT: City of North Mankato
LOCATION: City Wide
EXISTING ZONING: NA
DATE OF HEARING: August 18, 2016
DATE OF REPORT: August 5, 2016
REPORTED BY: Michael Fischer, City Planner

APPLICATION SUBMITTED

Request to amend City Code Section 155.46 – Streets, Alleys and Sidewalks

COMMENT

Based on the adoption of the Sidewalk Installation and Maintenance Policy and proposed Comprehensive Plan amendment regarding the recommended width for future sidewalks, it is necessary to amend City Code Section 155.46 pertaining to sidewalk construction. Attached as Exhibit A is Section 155.46 – Streets, Alleys and Sidewalks with proposed tracked changes to (O) and (P).

According to one local housing developer, the current City Code requirements in 156.46 (O) (3) regarding the sidewalk “base” could be reduced and still create a durable sidewalk. In response, staff is asking for consideration of the following amendment to this section:

| (3) Minimum Class 57 aggregate base or other crushed aggregate base of 64 inches.

Attached as Exhibit B are all proposed changes to Section 155.46

RECOMMENDATION

Staff recommends approval of the amendments to City Code Section 155.46 including (O) (3)

§ 155.46 STREETS, ALLEYS AND SIDEWALKS.

(A) *Comprehensive Plan.* The arrangement of thoroughfares and collector streets shall conform as nearly as possible to the North Mankato Comprehensive Plan. Except for cul-de-sacs, streets normally shall connect with streets already dedicated in adjoining or adjacent subdivisions or provide for future connections to the adjoining unsubdivided tracts or shall be a reasonable projection of streets in the nearest subdivided tracts. The arrangement of thoroughfares and collector streets shall be considered in their relation to the reasonable circulation of traffic, to topographic conditions, to run-off of storm water, to public convenience and safety, and in their appropriate relation to the proposed uses of the area to be served.

(B) *Marginal streets, cul-de-sacs and dead ends.* Minor streets should be so planned as to discourage their use by non-local traffic. Dead end streets are prohibited, but cul-de-sacs will be permitted where topography or other conditions justify their use. Cul-de-sacs shall include a terminal turn-around which shall be provided at the closed end, with an outside curb radius of at least 40 feet and a right-of-way radius of not less than 50 feet.

(C) *Partial development of plat.* Where the plat to be submitted includes only part of the tract owned or intended for development by the subdivider, a tentative plan of a proposed future street system for the unsubdivided portion shall be prepared and submitted by the subdivider.

(D) *Subdivision integration.* When a tract is subdivided into larger than normal building lots or parcels, such lots or parcels shall be so arranged as to permit the logical location and openings of future streets and appropriate resubdivision, with provision for adequate utility connections for such resubdivision.

(E) *Angle of intersections.* Under normal conditions, streets shall be laid out so as to intersect as nearly as possible at right angles, except where topography or other conditions justify variations. The minimum angle of intersection of streets shall be 80 degrees.

(F) *Marginal access.* Wherever the proposed subdivision contains or is adjacent to the right-of-way of a limited access highway or thoroughfare, provision may be made for a marginal access street approximately parallel and adjacent to the boundary of such right-of-way, or for a street at a distance suitable for the appropriate use of land between such street and right-of-way. Such distance shall be determined with due consideration of the minimum distance required for approach connections to future grade separations or for lot depths.

(G) *Alleys.* Alleys shall be provided in commercial and industrial districts, except that this requirement may be waived where other definite and assured provision is made for service access, such as off-street loading, unloading and parking consistent with and adequate for the uses proposed alleys, where provided, shall not be less than 20 feet wide, except where justified by special conditions. Dead end alleys shall be avoided wherever possible, but if unavoidable, such dead end alleys may be approved if adequate turn-around facilities are provided at the closed end.

(H) *Dedication of half streets.* Dedication of half streets will not be approved, except where it is essential, to the reasonable development of the subdivision and in conformity with the other requirements of these regulations, where it is found that it will be practical to require the dedication of the other half when the adjoining property is subdivided, or where it becomes necessary to acquire the remaining half by condemnation so it may be improved in the public interest.

(I) *Minimum right-of-way.* For all public ways hereafter dedicated and accepted, the minimum right-of-way widths for streets and thoroughfares shall be as shown in the Comprehensive Plan, and where not shown therein, the minimum right-of-way width for streets, thoroughfares, alleys,

or pedestrian ways included in any subdivision shall not be less than the minimum dimensions for each classification as follows:

- (1) Primary thoroughfare: 80 feet;
- (2) Secondary thoroughfare: 66 feet;
- (3) Collector street: 66 feet;
- (4) Minor street: 60 feet;
- (5) Marginal access street: 50 feet;
- (6) Alley: 20 feet;
- (7) Pedestrian way: 10 feet;
- (8) Where existing or anticipated traffic on primary and secondary thoroughfares warrants greater widths of right-of-way, these shall be required.

(J) *Street grade.* The grades in all streets, thoroughfares, collector streets, minor streets, and alleys in any subdivision shall not be greater than the maximum grades for each classification as follows:

- (1) Primary thoroughfare: 5%;
- (2) Secondary thoroughfare: 5%;
- (3) Collector street: 5%;
- (4) Minor street: 8%;
- (5) Alley: 8%;
- (6) In addition, there shall be a minimum grade on all streets and thoroughfares of not less than 1.0%.

(K) *Horizontal alignment.* The horizontal alignment standards on all streets shall be as follows:

- (1) Radius center line:
 - (a) Major thoroughfare: 500 feet minimum;
 - (b) Secondary thoroughfare: 500 feet minimum;
 - (c) Collector street: 300 feet minimum;
 - (d) Minor street: 100 feet minimum;
- (2) There shall be a tangent between all reversed curves of a minimum length as follows:
 - (a) Major thoroughfare: 100 feet minimum;
 - (b) Secondary thoroughfare: 100 feet minimum;
 - (c) Collector street: 50 feet minimum;
 - (d) Minor street: 30 feet minimum.

(L) *Vertical alignment.* All changes in street grades shall be connected by vertical parabolic curves of such length as follows:

- (1) Primary thoroughfare or secondary thoroughfare: 300 feet minimum;
- (2) Collector street or minor street: 100 feet minimum.

(M) *Dedication of streets.* All proposed streets shall be dedicated as public streets except where approved by the Planning Commission and City Council subject to the provisions in division (N) below.

(N) *Private streets.* The use of private streets are subject to the following:

- (1) Be called trails;
- (2) Have a minimum width of 28 feet;
- (3) Concrete curb and gutter shall be provided. Curb and gutter design shall conform to the city's standard for either B style or M style, as recommended by city staff and/or approved by the City Council based on project-specific considerations; and

(4) Be subject to city design and inspection.

(O) Within all new residential subdivisions, the installation of a sidewalk is required on at least 1 side of any new residential street. The specifications for sidewalks are as follows:

(1) Minimum sidewalk width is 65 feet.

(2) Minimum sidewalk depth is 65 inches.

(3) Minimum Class 5 aggregate base of 6 inches.

(P) ~~Wherever feasible sidewalks will be installed in existing residential subdivisions as circumstances permit.~~ Sidewalks will be installed in existing residential subdivisions as identified in the Future Sidewalk Development Map

(Q) *Curb and gutter.* Within all new subdivisions, the installation of concrete curb and gutter is required on both sides of all streets. Curb and gutter design shall conform to the city's standard for either B style or M style, with the following guidelines:

(1) M-style curb and gutter shall be used for all new streets that are functionally classified as local streets in predominantly single-family or multi-family residential areas.

(2) B-style curb and gutter shall be used for all new streets that are functionally classified as anything higher than local streets in predominantly single-family or multi-family residential areas.

(3) B-style curb shall be used on all new streets in predominantly commercial or industrial areas.

(4) Variations and interpretations to the curb and gutter design standards specified in divisions (Q)(1), (2) and (3) above may be made upon approval by the City Council upon recommendations provided by city staff in consideration of project-specific conditions.

(1975 Code, § 12.06, Subd. 2) (Am. Ord. 4, passed 3-2-1981; Am. Ord. 8, 4th series, passed 1-16-2007; Am. Ord. 57, 4th series, passed 5-5-2014)

- (4) Be subject to city design and inspection.
 - (O) Within all new residential subdivisions, the installation of a sidewalk is required on at least 1 side of any new residential street. The specifications for sidewalks are as follows:
 - (1) Minimum sidewalk width is 65 feet.
 - (2) Minimum sidewalk depth is 65 inches.
 - (3) Minimum Class 57 aggregate base or other crushed aggregate base of 64 inches.
 - (P) ~~Wherever feasible sidewalks will be installed in existing residential subdivisions as circumstances permit.~~ Sidewalks will be installed in existing residential subdivisions as identified in the Future Sidewalk Development Map
 - (Q) *Curb and gutter.* Within all new subdivisions, the installation of concrete curb and gutter is required on both sides of all streets. Curb and gutter design shall conform to the city's standard for either B style or M style, with the following guidelines:
 - (1) M-style curb and gutter shall be used for all new streets that are functionally classified as local streets in predominantly single-family or multi-family residential areas.
 - (2) B-style curb and gutter shall be used for all new streets that are functionally classified as anything higher than local streets in predominantly single-family or multi-family residential areas.
 - (3) B-style curb shall be used on all new streets in predominantly commercial or industrial areas.
 - (4) Variations and interpretations to the curb and gutter design standards specified in divisions (Q)(1), (2) and (3) above may be made upon approval by the City Council upon recommendations provided by city staff in consideration of project-specific conditions.
- (1975 Code, § 12.06, Subd. 2) (Am. Ord. 4, passed 3-2-1981; Am. Ord. 8, 4th series, passed 1-16-2007; Am. Ord. 57, 4th series, passed 5-5-2014)

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #13C	Department: Finance	Council Meeting Date: 9/19/16																											
TITLE OF ISSUE: Consider Resolution Approving a Proposed Tax Levy.																													
BACKGROUND AND SUPPLEMENTAL INFORMATION: Attached is the Resolution Approving a Proposed Tax Levy in the amount of \$5,910,292 as outlined in the 2017 Proposed Budget. This tax levy is based upon maintaining a flat tax rate of 53.620% and capturing the dollars associated with new improvements and market value increases. Council may adjust the levy down prior to the final adoption on December 19, 2016 but can not increase the levy above the amount adopted this evening.																													
<i>If additional space is required, attach a separate sheet</i>																													
REQUESTED COUNCIL ACTION: Adopt Resolution Approving a Proposed Tax Levy.																													
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>Spears</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Spears	_____	_____	Steiner	_____	_____	Norland	_____	_____	Freyberg	_____	_____	Dehen	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 NO.

RESOLUTION APPROVING A PROPOSED TAX LEVY

WHEREAS, Minnesota Statute 275.065 requires that on or before September 30, each taxing authority shall certify to the County Auditor, that proposed property tax levy for taxes payable in the following year; and

WHEREAS, an estimate of the required property taxes for collection in the City of North Mankato for the tax year payable 2017 has been made;

WHEREAS, the City Council will hold subsequent meetings at which the budget and levy will be discussed and at which public comment will be permitted. The meetings will be held in the Council Chambers of the Municipal Building, 1001 Belgrade Avenue, North Mankato, Minnesota as follows:

December 5, 2016	7 p.m.	Public Hearing
December 19, 2016	7 p.m.	Public Hearing (if necessary)
December 19, 2016	7 p.m.	Adopt 2017 Budget and Tax Levy

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, that the following sums of money be levied for the current year, collectible in 2017, upon taxable property in the City of North Mankato, for the following purposes:

- General Fund ---- \$ 4,282,256
- Port Authority --- \$ 75,000
- Debt Service ----- \$ 1,440,953
- Abatement ----- \$ 112,083
- TOTAL LEVY ----- \$ 5,910,292

The City Clerk is hereby instructed to transmit a certified copy of this resolution to the Nicollet County Auditor on or before September 30, 2016. This levy shall be subject to modification by the City Council.

Adopted by the City Council this ____ day of September, 2016.

Mayor

ATTEST:

City Clerk