#### COUNCIL MINUTES May 1, 2017

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 May 1, 2017. 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 the meeting: Council Members Steiner, Norland, Freyberg and Whitlock, Mayor Dehen, City Administrator Harrenstein, Finance Director McCann, Attorney Kennedy, Community Development Director Fischer, Public Works Director Swanson and Deputy City Clerk Anderson.

#### Approval of Agenda

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

#### **Approval of Minutes**

Council Member Norland moved, seconded by Council Member Steiner, to approve the minutes of the Council meeting of April 17, 2017. Vote on the motion: Steiner, Norland, Freyberg, Whitlock, and Dehen, aye; no nays. Motion carried.

#### Public Hearing, 7 p.m. - Amend City Code, Chapter 111, Alcoholic Beverages, Hours of Sale.

Mayor Dehen opened the meeting to the public for comment. Administrator Harrenstein noted the amendment would update the City Code to reflect the new State law allowing Sunday off-sale liquor from 11 a.m. to 6 p.m. With no one appearing before council, Mayor Dehen closed the Public Hearing.

#### **Consent Agenda**

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

- A. Bills and Appropriations.
- B. Consider Resolution No. 30-17 Approving Donations/Contributions/Grants.
- C. Consider Resolution No. 31-17 Approving Consent Assessment Agreement-402 Monroe Avenue.
- D. Consider Approving Park Permit for Belgrade Avenue United Methodist Church Picnic on July 15, 2017 from 4:00 p.m. to 8:00 p.m. at Spring Lake Park Shelter #1.
- E. Consider Approving Audio Permit for Belgrade Avenue United Methodist Church Picnic and Gospel Band at Spring Lake Park on July 15, 2017 from 4:00 p.m. to 8:00 p.m.
- F. Consider Approving Audio Permit for the North Mankato Taylor Library's Music in the Park at Storybook Park on July 13, 20, and 27<sup>th</sup> from 5:00 p.m. to 7:00 p.m.
- G. Consider Accepting the Petition for Annexation and Set a Public Hearing for 7 p.m. on May 15, 2017 to Consider Adoption of Ordinance of Annexation of Land.
- H. Consider Approving Park Permit for Associated Finishing Company Picnic on July 21, 2017 from 1:00 p.m. to 8:00 p.m. at Spring Lake Park Shelter #1.
- I. Consider Approving Audio Permit for the Associated Finishing Company Bingo on July 21, 2017 from 4:00 p.m. to 6:00 p.m. at Spring Lake Park Shelter #1.

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

Public Comments None

#### **Business Items**

Consider Ordinance No. 88, Fourth Series, An Ordinance of the City of North Mankato, Minnesota, Amending North Mankato City Code, Title XI, Business Regulations Chapter 111, Alcoholic Beverages. Council Member Freyberg moved, seconded by Council Member Steiner to approve Ordinance No. 88, Fourth Series, An Ordinance of the City of North Mankato, Minnesota, Amending North Mankato City Code, Title XI, Business Regulations Chapter 111, Alcoholic Beverages. Vote on the motion: Steiner, Norland, Freyberg, Whitlock and Dehen, aye; no nays. Motion carried.

Consider Resolution No. 32-17, Awarding Bid for Project No. 17-02DEF 2017 Street Improvements. City Engineer Sarff reviewed the bids for the 2017 Street Improvements which include the final wearing course on the first phase of the Reserve subdivision, mill and overlay projects on Candi Lane, Meyer Lane, Mary Lane and one block of Peggy Lane, and some areas of bituminous trail repair in Benson Park. The low bidder was WW Blacktopping at \$236,492.50; the City's estimated cost for the project was \$286,500.00. Engineer Sarff indicated that after the bids were received, staff discussed other potential projects, specifically finishing the wearing course of North Gate subdivision. The estimated cost for this project would be \$47,000-\$50,000 which would bring the entire project cost close the City's original estimate of \$286,500. Engineer Sarff indicated the bids would be awarded and then a change order could be brought back to council for consideration to add the North Gate project to the 2017 Street Improvements Resolution. **Council Member Norland moved, seconded by Council Member Steiner to approve Resolution No. 32-17, Awarding Bid for Project No. 17-02DEF 2017 Street Improvements. Vote on the motion: Steiner, Norland, Freyberg, Whitlock and Dehen, aye; no nays. Motion carried.** 

Consider Ordinance No. 89, Fourth Series, An Ordinance of the City of North Mankato, Minnesota, Amending North Mankato City Code, Title XV, Land Usage, Chapter 151, Residential Rental Property Licensing Code. Attorney Kennedy reported the Minnesota Department of Revenue has still not responded to his request for more information on their requirement that the City collect Social Security numbers on rental license applications. Attorney Kennedy noted he is reluctant to collect information the City has no use for and indicated other cities who have chosen not to follow the State requirement are not receiving a penalty. Attorney Kennedy asked Council to table the Ordinance until the next meeting so he can obtain the information he needs to make a recommendation. Council Member Steiner moved, seconded by Council Member Norland to table Ordinance No. 89, Fourth Series, An Ordinance of the City of North Mankato, Minnesota, Amending North Mankato City Code, Title XV, Land Usage, Chapter 151, Residential Rental Property Licensing Code. Vote on the motion: Steiner, Norland, Freyberg, Whitlock and Dehen, aye: no nays. Motion carried.

#### **City Administrator and Staff Comments**

Finance Director McCann reported the auditors were at the Municipal Building last week and will be here again next week; the final CAFRs are being prepared for the June presentation.

#### **Mayor and Council Comments**

Council Member Whitlock reported he had the opportunity to address the Marine Corps Reserve last Saturday and welcome them to North Mankato for their meeting at the Best Western.

#### **COUNCIL MINUTES May 1, 2017**

Council Member Steiner reported he was contacted by Library Director Heintz requesting the City assist with an item to add to the gift bags for the Bookin' on Belgrade event. Administrator Harrenstein indicated staff could assist them.

Council Member Norland noted that City Clerk VanGenderen was at Clerk's training for the week. Administrator Harrenstein indicated this month City Clerk VanGenderen celebrates her 11 year anniversary with the City and Public Works Director Swanson celebrates 24 years.

Mayor Dehen reminded everyone the Bookin' on Belgrade Family Fun 5K Walk/Run will be on June 3, 2017 and on June 17, 2017, the North Star Bike Race and ArtSplash will be at South Central College. Mayor Dehen inquired on the status of the Spring clean-up. Public Works Director Swanson reported the Spring clean-up is complete. Mayor Dehen noted he had the opportunity to participate in the Over The Edge rappelling fundraising event for VINE on Friday. The event raised over \$100,000 to help remodel the fifth floor of VINE's Adult Community Center building.

#### **Public Comments**

<u>Phil Henry, 1300 Noretta Drive</u>, appeared before Council to thank the City for providing the Spring pickup service.

<u>Tom Hagen, 927 Lake Street</u>, appeared before Council stating he has made numerous requests to the Council to move forward with historic preservation, is ready to help the City and will continue bringing the issue forward until he receives a response. Mr. Hagen also stated the City will have to deal with the deer herd at some point.

There being no further business, on a motion by Council Member Norland, seconded by Council Member Steiner, the meeting was adjourned at 7:18 p.m.

Mayor

Deputy City Clerk

## **CITY OF NORTH MANKATO**

# **REQUEST FOR COUNCIL ACTION**



Agenda Item #7	Department	: Community Dev.	Council Meeting	g Date: 5/15/17
TITLE OF ISSUE: Public Hearing, 7 pr	m-Consider	r Adoption of Ordina	nce of Annexati	ion of Land.
BACKGROUND AND SUPPLEMENT Annexation by Ordinance from Timm F				
Industrial Park. Statutory requirement Hearings, Nicollet County and the Belgi				
days to file an objection with the Office	of Adminis	strative Hearings. If	they do not obj	ect, the City can pass an
Ordinance of Annexation. Townships n Ordinance of Annexation without waiting				
day waiver.	8			8
				required, attach a separate sheet
REQUESTED COUNCIL ACTION: C	ontinue the	e Public Hearing unt	il May 25, 2017	at 12:00 p.m.
		SUPPORT	ING DOCUME	NTS ATTACHED
Motion By:		Resolution Ordinat	nce Contract	Minutes Map
Second By:				X
Vote Record: Aye Nay Norland				Hearing, Petition for
Freyberg Whitlock		Annexation, Affic	lavit of Publication	1
Steiner Dehen				
<b>1 1 1 1</b>				
Workshop		Refe		
X Regular Meeting		Tabl	e until:	
Special Meeting		Othe	r:	

# **AFFIDAVIT OF PUBLICATION**

## State of Minnesota, ss. **County of Blue Earth**

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

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

notice The printed which is attached was cut from the columns of said newspaper, and was printed and published once each week, for <u>1</u> <u>University was first published on <u>Tuesday</u></u> suc-\_, 2017 \_\_\_, and was thereaf-Tuesday \_\_\_\_ to and the 2 day of <u>Mav</u>, 20 ter printed and published on every \_ including \_\_\_\_\_\_\_\_, the 2 including the day of May , 2017; and printed below is a copy of the lower case alphabet from A to Z, both inclusive, which is hereby acknowledged as being the size and kind of type used in the composition and publication of the notice: abcdefghijklmnopqrstuvwxyz

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

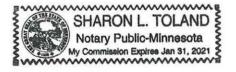
FURTHER YOUR AFFIANT SAITH NOT.

By: Juneson, Publisher

Subscribed and sworn to before me on this 2 day

May , 20 17 of

Notary Public



May 2, 2017 NOTICE OF PUBLIC HEARING Notice is hereby given that the Cit Council of the City of Nortl Mankato, Minnesota, will hold i Public Hearing on Monday, May 15 2017at 7 p.m. in the Counci Chambers of the Municipa Building, 1001 Belgrade Avenue, to consideradopting an Ordinance o Annexation of Land containing 50.134 acres owned by Timn Farms, Inc. legally described as: All that part of the Northeast Quarter of Section 3, Township 108 North, Range 27 West. A full legal description is avail-able at the North Mankato City Hall.

Hall. Said annexation parcel contain 50.134 acres of land. Dated this 1st day of May 2017. April Van Genderen City Clerk City of North Mankato

### PETITION FOR ANNEXATION BY ORDINANCE

### IN THE MATTER OF THE PETITION FOR ANNEXATION OF ALL THAT PART OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 3, TOWNSHIP 108 NORTH, RANGE 27 WEST BY THE CITY OF NORTH MANKATO FOR ANNEXATION PURSUANT TO MINNESOTA STATUTES 414.033, SUBD. 5

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

It is hereby requested by:

\_\_\_X\_\_ the sole property owner; or

\_\_\_\_\_ all of the property owners; or

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

The area proposed for annexation is described as follows:

Beginning at the southeast corner of Parcel 3S1, Nicollet County Right Of Way Plat No. 26, according to the recorded plat thereof; thence North 00 degrees 07 minutes 13 seconds East on the east line of said Parcel 3S1, a distance of 911.08 feet to the most northerly corner of said Parcel 3S1, said point also being the most southerly corner of Parcel 1N1, said Nicollet County Right Of Way Plat No. 26; thence North 20 degrees 40 minutes 51 seconds East on the east line of said Parcel 1N1, a distance of 353.83 feet; thence northeasterly 370.68 feet on said east line and on a 1060.00 foot radius curve, concave to the west, having a central angle of 20 degrees 02 minutes 10 seconds; thence North 00 degrees 38 minutes 41 seconds East on said east line, 124.96 feet to the northeast corner of said Parcel 1N1; thence South 89 degrees 21 minutes 19 seconds East on the south line of Parcel K, Nicollet County Right Of Way Plat No. 10, according to the recorded plat thereof, 932.17 feet; thence South 89 degrees 17 minutes 10 seconds East on said south line, 196.30 feet to the southeast corner of said Parcel K; thence South 00 degrees 02 minutes 47 seconds West on the east line of the Northeast Quarter of the Northwest Quarter of said Section 3, a distance of 1726.54 feet to the northeast corner of Parcel 1E1, said Nicollet County Right Of Way Plat No. 26; thence North 89 degrees 47 minutes 05 seconds West on the north line of said Parcel 1E1 and on the north line of Parcel 1N3, said Nicollet County Right Of Way Plat No. 26, a distance of 1230.82 feet; thence westerly 92.91 feet on the north line of said Parcel 1N3 and on a 860.00 foot radius curve, concave to the north, having a central angle of 6 degrees 11 minutes 25 seconds to the point of beginning.

Said parcel contains 50.134 acres of land.

- 1. There is one property owner in the area proposed for annexation.
- 2. The property owner has signed this petition. (If the land is owned by both husband and wife, both

must sign the petition to represent all owners.)

- 3. The population of the annexation area is 0.
- 4. Said property is unincorporated, abuts on the City's Northwest boundary, and is not included within any other municipality.
- 5. The area of land to be annexed, in acres, is 50.134

Platted 0	Unplatted	50.134	Total 50.134

- 6. The reason for the requested annexation is industrial development.
- 7. All of the annexation area is or is about to become urban or suburban in character.
- 8. The area proposed for annexation is not included in any area that has already been designated for orderly annexation pursuant to M.S. 414.0325.

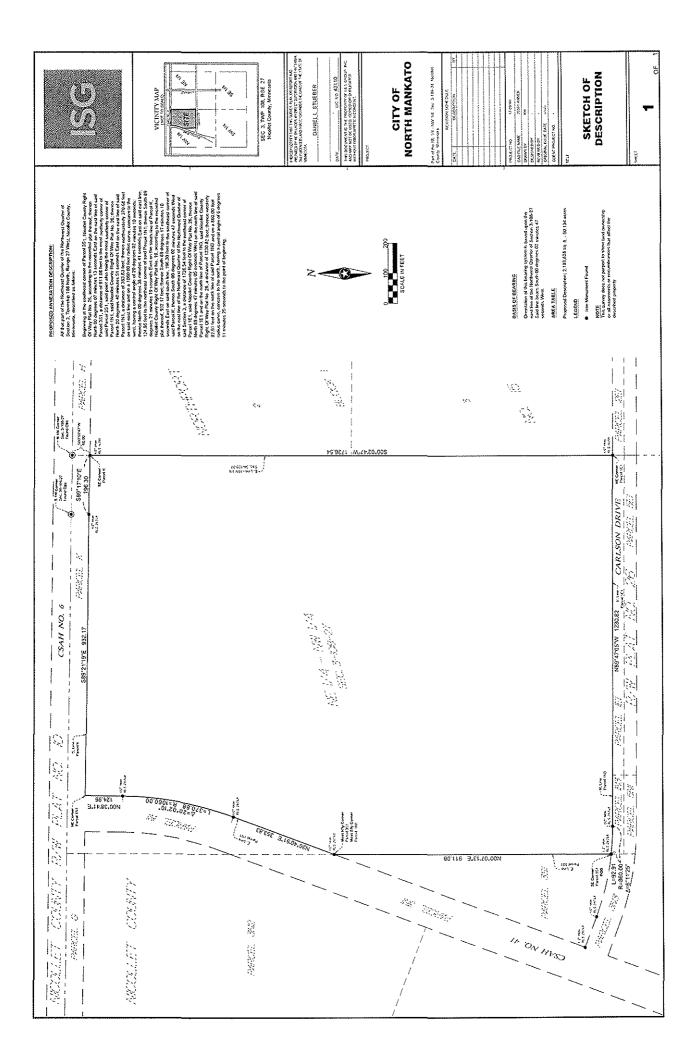
The Petitioner requests that pursuant to M.S. 414.033, the property described herein be annexed to and included within the City of North Mankato, Minnesota.

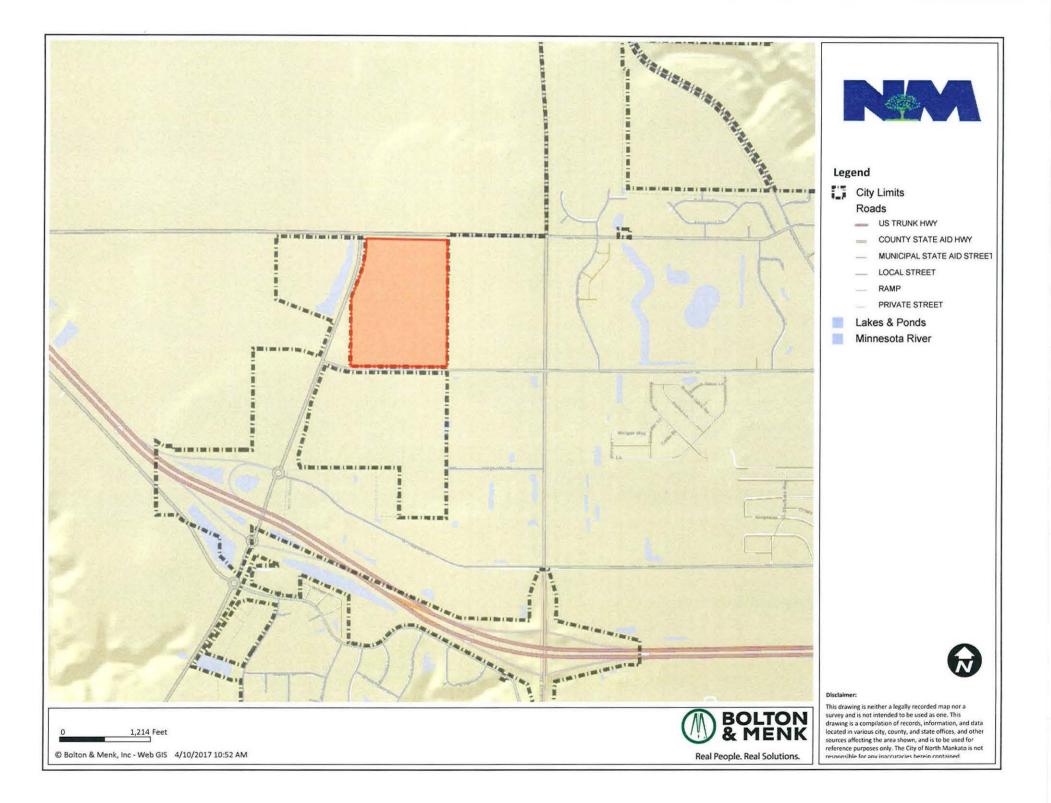
1pril 18, 2017 Date

F. Immi

Timm Farms, Inc. Robert Timm

Timm Farms, Inc. Ronald Timm





City of North Mankato, MN



## **Claims List - Regular**

By Vendor Name

Date Range: 5-15-17

Vendor Number Bank Code: APBNI	Vendor Name K-APRNK	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	**Void**	05/02/2017	Regular	0	-	87305
	**Void**	05/02/2017	Regular	0	-	87308
00005	A TO Z RENTAL CENTER	05/15/2017	Regular	0	51.33	87312
00006	A TOUCH OF MAGIC, INC.	05/15/2017	Regular	0	215.00	87313
00012	ABDO, EICK & MEYERS, LLP	05/15/2017	Regular	0	19,600.00	87314
00019	ADDICTIONS & STRESS CLINIC	05/15/2017	Regular	0	200.00	87315
00063	AMERICAN PEST CONTROL	05/15/2017	Regular	0	200.00	87316
02434	AUSTIN'S AUTO REPAIR CENTER, INC.	05/15/2017	Regular	0	30.00	87317
00105	AUTO VALUE MANKATO	05/15/2017	Regular	0	209.96	87318
00137	BENCO ELECTRIC COOPERATIVE	05/02/2017	Regular	0	27,155.75	87304
00175	BOOKPAGE	05/15/2017	Regular	0	528.00	87319
00176	BORDER STATES ELECTRIC SUPPLY	05/15/2017	Regular	0	124.18	87320
00233	CEMSTONE PRODUCTS COMPANY	05/15/2017	Regular	0	331.40	87321
00234	CENTER POINT ENERGY	05/01/2017	Regular	0	4,913.04	87302
00262	CITY OF ST PETER	05/15/2017	Regular	0	833.33	87322
02582	CLASS ACT GLASS	05/15/2017	Regular	0	381.00	87323
02583	COMO, SUE	05/15/2017	Regular	0	100.00	87324
00304	CREATIVE AD SOLUTIONS, INC.	05/15/2017	Regular	0	189.90	87325
00344	DIAMOND VOGEL PAINT CENTER	05/15/2017	Regular	0	1,496.89	87326
00350	DISPLAY SALES, INC.	05/15/2017	Regular	0	229.00	87327
00376	EESLEY, THOMAS	05/15/2017	Regular	0	100.00	87328
00386	EMERGENCY APPARATUS MAINTENANCE, INC	05/15/2017	Regular	0	6,296.16	87329
00401	EXPRESS SERVICES, INC.	05/15/2017	Regular	0	959.48	87330
00403	FASNACHT, MICHAEL	05/15/2017	Regular	0	100.00	87331
00432	FLEETPRIDE	05/15/2017	Regular	0	631.95	87332
00447	FREE PRESS	05/15/2017	Regular	0	69.88	87333
00452	FREITAG, JIMMY	05/15/2017	Regular	0	100.00	87334
00462	G & K SERVICES	05/15/2017	Regular	0	171.58	87335
00463	G & L AUTO SUPPLY, LLC	05/15/2017	Regular	0	216.10	87336
00469	GANGELHOFF, BRIAN	05/15/2017	Regular	0	622.77	87337
00476	GIEFER, DANIEL	05/15/2017	Regular	0	49.00	87338
02289	GISLASON & HUNTER LLP	05/15/2017	Regular	0	39.00	87339
00533	HARRENSTEIN, JOHN	05/15/2017	Regular	0	515.00	87340
00538	HAWKINS, INC.	05/15/2017	Regular	0	1,766.15	87341
02574	HEDGEHOG ADVERTISING	05/15/2017	Regular	0	312.50	87342
00560	HILDI, INC.	05/15/2017	Regular	0	2,565.00	87343
02468	HOFF BARRY, PA	05/15/2017	Regular	0	3,025.66	87344
02587	HOFFMAN, BETH	05/15/2017	Regular	0	9.10	87345
00609	INMAN, RICH	05/15/2017	Regular	0	100.00	87346
00623	ITL PATCH COMPANY, INC.	05/15/2017	Regular	0	309.00	87347
00680	J.J. KELLER & ASSOCIATES, INC.	05/15/2017	Regular	0	737.50	87348
02585	LANDAU, DAVID	05/15/2017	Regular	0	200.00	87349
00776	LLOYD LUMBER CO.	05/15/2017	Regular	0	7,203.44	87350
02575	LOCHER BROS, INC.	05/15/2017	Regular	0	343.20	87351
00793	M & M SIGNS, INC.	05/15/2017	Regular	0	550.00	87352
00797	MAC TOOLS DISTRIBUTOR	05/15/2017	Regular	0	126.08	87353
00819	MANKATO FORD, INC.	05/15/2017	Regular	0	142.95	87354
00825	MANKATO MOTOR COMPANY	05/15/2017	Regular	0	347.64	87355
00832	MANKATO TENT & AWNING CO.	05/15/2017	Regular	0	198.90	87356
00847	MATHESON TRI-GAS, INC,	05/15/2017	Regular	0	112.85	87357
00874	MENARDS-MANKATO	05/15/2017	Regular	0	334.36	87358
00886	MIDSTATES EQUIPMENT & SUPPLY	05/15/2017	Regular	0	712.94	87359
00889	MIDWEST TAPE/HOOPLA	05/15/2017	Regular	0	648.59	87360
02532	MIKE'S LLC	05/15/2017	Regular	0	92.50	87361
02557	MINNESOTA BOARD OF PEACE OFFICER STANE	05/01/2017	Regular	0	90.00	87303
00956	MINNESOTA WASTE PROCESSING CO.	05/15/2017	Regular	0	40,494.91	87362

02313	NELSON, DANIEL	05/15/2017	Regular	0	200.02	87363
01036	NICOLLET COUNTY RECORDER/ABSTRACTER	05/15/2017	Regular	0	46.00	87364
01057	NORTH MANKATO MOTOR VEHICLE REGISTRA	05/05/2017	Regular	0	11.00	87309
01062	NORTHERN SAFETY TECHNOLOGY, INC.	05/15/2017	Regular	0	397.88	87365
01099	PET EXPO DISTRIBUTORS	05/15/2017	Regular	0	50.00	87366
01106	PETTY CASH	05/15/2017	Regular	0	15.45	87367
01142	PREMIER VETERINARY CENTER - MANKATO	05/15/2017	Regular	0	146.40	87368
01162	QUEST DIAGNOSTICS	05/15/2017	Regular	0	21.78	87369
01184	REHRIG PACIFIC COMPANY	05/15/2017	Regular	0	6,874.20	87370
01191	RELIANCE ELECTRIC OF SOUTHERN MINNESOT	05/15/2017	Regular	0	315.00	87371
01257	SCHULTZ, BRADLEY S	05/15/2017	Regular	0	46.12	87372
01262	SCHUMACHER, GREG	05/15/2017	Regular	0	100.00	87373
01278	SHERWIN-WILLIAMS CO.	05/15/2017	Regular	0	50.91	87374
01290	SLETTEN, CORY	05/15/2017	Regular	0	100.00	87375
02589	STOLTENBERG, DARYN	05/15/2017	Regular	0	100.00	87376
01349	STONE & STEEL DESIGN, LLC	05/15/2017	Regular	0	312.56	87377
02588	STRANGE DESIGN LLC	05/15/2017	Regular	0	3,500.00	87378
01402	TIRE ASSOCIATES	05/15/2017	Regular	0	2,347.43	87379
02586	TORIS PRECIOUS PETS	05/15/2017	Regular	0	125.00	87380
01429	TURFWERKS	05/15/2017	Regular	0	131.59	87381
01431	TWIN CITY STRIPING	05/15/2017	Regular	0	9,498.08	87382
02150	U.S. BANK	05/15/2017	Regular	0	89,890.00	87383
01439	UNIQUE PAVING MATERIALS CORP.	05/15/2017	Regular	0	400.89	87384
02536	USAQUATICS, INC.	05/15/2017	Regular	0	14,200.00	87385
01466	VANGENDEREN, APRIL	05/15/2017	Regular	0	86.78	87386
01477	VIKING ELECTRIC SUPPLY, INC.	05/15/2017	Regular	0	1,398.27	87387
01486	VON BERGE, DAVID	05/15/2017	Regular	0	44.11	
01492	WACO SCAFFOLDING & SUPPLY CO.	05/15/2017	Regular	0	189.55	87389
02282	WARD EINESS STRATEGIES	05/15/2017	Regular	0	2,000.00	87390
01503	WASSMAN PLUMBING & HEATING LLC	05/15/2017	Regular	0	146.50	87391
01515	WELLS FARGO BANK, N.A.	05/15/2017	Regular	0	2,000.00	87392
01517	WELLS FARGO CORPORATE TRUST SERVICE	05/15/2017	Regular	0	115,595.00	87393
01523	WENZEL AUTO ELECTRIC CO	05/15/2017	Regular	0	288.00	87394
01525	WEST CENTRAL SANITATION, INC.	05/15/2017	Regular	0	26,370.08	87395
01557	XCEL ENERGY	05/02/2017	Regular	0	23,005.75	87307
01563	ZARNOTH BRUSH WORKS, INC.	05/15/2017	Regular	0	896.00	87396
00241	CHARTER COMMUNICATIONS	05/08/2017	Bank Draft	0	496.58	DFT0001111
00258	CITY OF MANKATO-WATER BILL	05/10/2017	Bank Draft	0	22.10	DFT0001130
02058	CONSOLIDATED COMMUNICATIONS	05/05/2017	Bank Draft	0	3,114.69	DFT0001104
02058	CONSOLIDATED COMMUNICATIONS	05/08/2017	Bank Draft	0	30.61	DFT0001112
02058	CONSOLIDATED COMMUNICATIONS	05/08/2017	Bank Draft	0	42.94	DFT0001113
02058	CONSOLIDATED COMMUNICATIONS	05/08/2017	Bank Draft	0	30.61	DFT0001114
02058	CONSOLIDATED COMMUNICATIONS	05/08/2017	Bank Draft	0	40.62	DFT0001115
02058	CONSOLIDATED COMMUNICATIONS	05/08/2017	Bank Draft	0	254.92	
02058	CONSOLIDATED COMMUNICATIONS	05/08/2017	Bank Draft	0	39.00	DFT0001117
00311	CULLIGAN WATER CONDITIONING	05/05/2017	Bank Draft	0	54.00	DFT0001105
00608	INGRAM LIBRARY SERVICES	05/10/2017	Bank Draft	0	1,318.93	DFT0001132
00857	MC GOWAN WATER CONDITIONING, INC.	05/03/2017	Bank Draft	0	51.30	DFT0001101
00936	MINNESOTA POLLUTION CONTROL AGENCY	05/10/2017	Bank Draft	0	187.50	DFT0001127
00910	MINNESOTA VALLEY TESTING LAB, INC.	05/05/2017	Bank Draft	0	59.50	DFT0001108
00910	MINNESOTA VALLEY TESTING LAB, INC.	05/10/2017	Bank Draft	0	192.50	DFT0001131
01117	PLUNKETT'S PEST CONTROL, INC.	05/10/2017	Bank Draft	0	118.14	DFT0001128
01300	SOUTH CENTRAL COLLEGE	05/02/2017	Bank Draft	0	120.00	DFT0001102
01335	STAPLES ADVANTAGE	04/28/2017	Bank Draft	0	861.19	DFT0001099
01335	STAPLES ADVANTAGE	05/03/2017	Bank Draft	0	196.02	
01335	STAPLES ADVANTAGE	05/04/2017	Bank Draft	0	280.97	
01445	UNITED WAY INC	05/10/2017	Bank Draft	0	25.00	DFT0001129
02178	WASTE MANAGEMENT OF WI-MN	05/01/2017	Bank Draft	0	100.73	DFT0001098
00039	ALL AMERICAN TOWING	05/17/2017	EFT	0	105.00	184
00174	BOLTON & MENK, INC.	05/17/2017	EFT	0	7,235.00	185
00216	C & S SUPPLY CO, INC.	05/17/2017	EFT	0	255.21	
00310	CRYSTEEL TRUCK EQUIPMENT, INC	05/17/2017	EFT	0	1,525.00	
00343	DH ATHLETICS LLC	05/17/2017	EFT	0	4,081.15	188
00494	GOPHER STATE ONE-CALL	05/17/2017	EFT	0	240.30	189
00691	KENNEDY & KENNEDY LAW OFFICE	05/17/2017	EFT	0	8,157.60	190
00902	MINNESOTA IRON & METAL CO	05/17/2017	EFT	0	49.00	191
00935	MINNESOTA PIPE & EQUIPMENT	05/17/2017	EFT	0	1,450.38	192

01009	NAPA AUTO PARTS - MANKATO	05/17/2017	EFT	0	12.80	193
02314	OPENGOV, INC.	05/17/2017	EFT	0	3,000.00	194
02005	PANTHEON COMPUTERS	05/17/2017	EFT	0	5,456.75	195
01090	PARAGON PRINTING, MAILING & SPECIALTIES	05/17/2017	EFT	0	4,347.76	196
01179	RED FEATHER PAPER CO.	05/17/2017	EFT	0	895.14	197
01211	RIVER BEND BUSINESS PRODUCTS	05/17/2017	EFT	0	635.65	198
01281	SIGN PRO	05/17/2017	EFT	0	10.50	199
					487,374.18	131

## **Authorization Signatures**

All Council

The above manual and regular claims lists for 5-15-17 are approved by:

MARK DEHEN- MAYOR

DIANE NORLAND- COUNCIL MEMBER

WILLIAM STEINER- COUNCIL MEMBER

ROBERT FREYBERG- COUNCIL MEMBER

JAMES WHITLOCK- COUNCIL MEMBER

### RESOLUTION APPROVING DONATIONS/CONTRIBUTIONS/GRANTS

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

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

Donor	Restriction	Amount
James and Kay Ackil	Adopt-A-Family Swim Pass Donation	80.00
Constance Davis	Adopt-A-Family Swim Pass Donation	40.00
April and Clark Johnson	Adopt-A-Family Swim Pass Donation	40.00
Dan & Shari Herold	Adopt-A-Family Swim Pass Donation	40.00
Lucy Paquin	Adopt-A-Family Swim Pass Donation	80.00
James & Dolores Portz	Adopt-A-Family Swim Pass Donation	40.00
Vern & Lois Berglin	Adopt-A-Family Swim Pass Donation	80.00
Michael & Sheila Skilling	Adopt-A-Family Swim Pass Donation	40.00
Douglas Sinclair	Adopt-A-Family Swim Pass Donation	80.00
Carol De Remee	Adopt-A-Family Swim Pass Donation	40.00
Judy & Perry Stow	Adopt-A-Family Swim Pass Donation	40.00
Timothy & Debra Pietsch	Adopt-A-Family Swim Pass Donation	120.00
Richard & Susan Cashman	Adopt-A-Family Swim Pass Donation	40.00
Vicki Abraham	Adopt-A-Family Swim Pass Donation	40.00
Thomas & Kristine Bachmann	Adopt-A-Family Swim Pass Donation	40.00
James & Andrea Williams	Adopt-A-Family Swim Pass Donation	40.00
Julie Schoettler	Adopt-A-Family Swim Pass Donation	40.00
Diane Cattrysse	Adopt-A-Family Swim Pass Donation	80.00
Randy Zellmer	Adopt-A-Family Swim Pass Donation	80.00
Anonymous	Adopt-A-Family Swim Pass Donation	80.00
Chris & Cindy Kaufman	Adopt-A-Family Swim Pass Donation	120.00
LeDuc Trust	Adopt-A-Family Swim Pass Donation	200.00
Kathryn Rusch & Michael Lange	Adopt-A-Family Swim Pass Donation	40.00
Bill & Sharon Schindle	Adopt-A-Family Swim Pass Donation	40.00
Mrs. E. Buckley	Adopt-A-Family Swim Pass Donation	40.00
Sandra Kwolek	Library Special Programs	500.00
North Mankato Civic and Commerce	Library Community Read	500.00
Ione Barron	Library-Backpack for books	20.00

		2.620

Adopted by the City Council this 15th day of May 2017.

Mayor

City Clerk

#### **RESOLUTION NO.**

### RESOLUTION WAIVING WAITING PERIOD FOR EXEMPTION FROM LAWFUL GAMBLING LICENSE FOR FEEDING OUR COMMUNITIES PARTNERS

WHEREAS, Feeding Our Communities Partners has made application for exemption from a charitable gambling license to conduct a raffle on June 22, 2017, at 2120 Howard Drive West within the City of North Mankato, Minnesota, which application was received by the City on April 28, 2017;

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 aboveidentified organization.

Adopted by the City Council this 15<sup>th</sup> day of May 2017.

Mayor

ATTEST:

City Clerk

### MINNESOTA LAWFUL GAMBLING LG220 Application for Exempt Permit

<ul> <li>An exempt permit may be issued to a nonprofit organization that:</li> <li>conducts lawful gambling on five or fewer days, and</li> <li>awards less than \$50,000 in prizes during a calendar year.</li> <li>If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.</li> </ul>	Application Fee (non-refundable) Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is <b>\$100</b> ; otherwise the fee is <b>\$150</b> . Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.
ORGANIZATION INFORMATION	
Organization Name: Feeding Our Communities Partners	Previous Gambling Permit Number:
Minnesota Tax ID Number, if any: <u>1793617</u>	Federal Employer ID Number (FEIN), if any: <u>27-2374187</u>
Mailing Address: PO Box 5275	
City: Mankato State: MI	N Zip: 56002-527 County: Blue Earth
Name of Chief Executive Officer (CEO): Sheri Sander-Silva	
Daytime Phone: 507-995-6557	Email: sheri@feedingourcommunitiespartners.org
NONPROFIT STATUS	
Type of Nonprofit Organization (check one):	eterans V Other Nonprofit Organization
Attach a copy of one of the following showing proof of r	nonprofit status:
IRS toll free at 1-877-829-5500. IRS - Affiliate of national, statewide, or internation If your organization falls under a parent organization 1. IRS letter showing your parent organization is a	Division Secretary of State website, phone numbers: <u>www.sos.state.mn.us</u> 651-296-2803, or toll free 1-877-551-6767 organization's name al income tax exempt letter, have an organization officer contact the onal parent nonprofit organization (charter)
GAMBLING PREMISES INFORMATION	
Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place):	d Feeding Our Communities Partners
Address (do not use P.O. box): <u>2120 Howard Dr. West</u> City or Township: <u>North Mankato</u> Zip: <u>5</u>	6003 County: Nicollet
Date(s) of activity (for raffles, indicate the date of the drawing): $06/22/17$	
Check each type of gambling activity that your organization w Bingo Paddlewheels Pull-Tabs Raffle (total value of raffle prizes awarded for the	Tipboards
Gambling equipment for bingo paper, bingo boards, raffle b	oards, paddlewheels, pull-tabs, and tipboards must be obtained I Board. EXCEPTION: Bingo hard cards and bingo ball selection ed to conduct bingo. To find a licensed distributor, go to

## LG220 Application for Exempt Permit

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	COUNTY APPROVAL for a gambling premises located in a township						
The application is acknowledged with no waiting period.	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 acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.						
The application is denied.	The application is denied.						
Print City Name: North Mankato	Print County Name:						
Signature of City Personnell	Signature of County Personnel:						
Title: City Clark Date: 5-10-17	Title: Date:						
The city or county must sign before submitting application to the Gambling Control Board.	<b>TOWNSHIP (if required by the county)</b> 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:						
Gambing control board.	Signature of Township Officer:						
	Title: Date:						
CHIEF EXECUTIVE OFFICER'S SIGNATURE (requ	ired)						
The information provided in this application is complete and accurate report will be completed and returned to the Board within 30 days Chief Executive Officer's Signature:	of the event date. Date: 4/18/17						
REQUIREMENTS	MAIL APPLICATION AND ATTACHMENTS						
<ul> <li>Complete a separate application for:         <ul> <li>all gambling conducted on two or more consecutive days, or</li> <li>all gambling conducted on one day.</li> </ul> </li> <li>Only one application is required if one or more raffle drawings are conducted on the same day.</li> <li>Financial report to be completed within 30 days after the gambling activity is done:         <ul> <li>A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.</li> </ul> </li> </ul>	<ul> <li>Mail application with:         <ul> <li>a copy of your proof of nonprofit status, and</li> <li>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.</li> </ul> </li> <li>To: Minnesota Gambling Control Board 1711 West County Road B, Suite 300 South Roseville, MN 55113</li> </ul>						
Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).	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.	ormation when received nformation provided will ur organization until the When the Board issues n provided will become s not issue a permit, all nains private, with the zation's name and n public. Private data are available to BoardCommissioners 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.

requested, the Board will be able to process the access to the information; Minnesota's Depart-

An equal opportunity employer

12/16 Page 2 of 2

## **RESOLUTION NO.**

## RESOLUTION DECLARING COSTS TO BE ASSESSED FOR MUNICIPAL CHARGES

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

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

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

Type: Parcel No.: Legal:	18203 18.742.0010 Lot 1 Subdivisioncd 18742 Subdivisionname REARG PT L127-129, Langness HGT
Address:	400 Valerie Lane
Owners:	Raice King
	Curb Box Repairs-\$318.75

Adopted by the City Council this 15<sup>th</sup> day of May 2016.

Mayor

ATTEST:

City Clerk



**CITY OF NORTH MANKATO** 

April 5, 2017

Raice King 400 Valerie Ln North Mankato, MN 56003

Re: Delinquent Bill

Dear Property Owner:

Enclosed is the final notice of invoice #INV00062 dated 2/15/17 in the amount of \$318.75 for curb box repairs for the property at 400 Valerie Ln.

This letter is to notify you that these charges are past due. If payment is not received by 5:00 pm on April 15 (ten (10) calendar days from the date of this letter) the North Mankato City Council will take action to have these charges certified to the Nicollet County Auditor for collection with the property taxes on this parcel.

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

Sincerely,

THE CITY OF NORTH MANKATO

Kevin McCann Finance Director

Enclosure







1001 Belgrade Ave. North Mankato, MN 56003 Phone: 507-625-4141



Bill To: Raice King 400 Valerie Ln North Mankato, MN 56003

#### CUSTOMER ACCOUNT #:0046

DATE: 4/5/2017

DUE DATE: 4/15/2017

TOTAL DUE: 318.75

Date	Туре	Number	Due	Description	Amount	Payments	Balance
2/15/2017	Invoice	INV00062	3/15/2017	Curb Box Repairs at 400 Valerie Ln	318.75	0.00	318.75

ſ						Unapplied	
	Current	30-60	60-90	90-120	>120	Credits	Balance
	0.00	318.75	0.00	0.00	0.00	0.00	318.75

REMIT TO: City North Mankato PO Box 2055 North Mankato, MN 56002 A copy of this Statement should accompany your check. Thank you!



1001 Belgrade Ave. North Mankato, MN 56003 Phone: 507-625-4141



DATE: 3/20/2017 DUE DATE: Upon Receipt TOTAL DUE: 318.75

CUSTOMER ACCOUNT #: 0046

Bill To: Raice King 400 Valerie Ln North Mankato, MN 56003

Date	Туре	Number	Due	Description		Amount	Payments	Balance
2/15/2017	Invoice	INV00062	3/15/2017	Curb Box Repairs Valerie Ln	s at 400	318.75	0.00	318.7
Current		30-60	60-90	90-120	>120		pplied edits	Balance
0.00	3	318.75	0.00	0.00	0.00	C	0.00	318.75

REMIT TO:	
City North Mankato	
PO Box 2055	
North Mankato, MN 56002	
A copy of this Statement should accompany your check. Thank you	ul 👘



City of North Mankato 1001 Belgrade Ave North Mankato, MN 56003 Phone: 507-625-4141 Fax: 507-625-4525

## **INVOICE**

Bill To: Raice King 400 Valerie Ln North Mankato, MN 56003 DATE: 2/15/2017 INVOICE #: INV00062 DUE DATE: 3/15/2017 TOTAL DUE: \$ 318.75

CUSTOMER ACCOUNT # : 0046

Curb Box Repairs at 400 Valerie Ln

ITEM DESCRIPTION	UNITS	PRICE	AMOUNT
Curb Box repairs	1.00	318.75	318.75
-			
TOTAL THIS INVOICE			\$ 318,75

See attached certification letter sent 4-5-17 Due by 415-17

City of North Mankato PO Box 2055 North Mankato, MN 56002

**REMIT TO:** 

Please include the invoice number with payment. Thank you!

## Leon's Custom Backhoe, 59988 - 206th Street Eagle Lake, MN 56024 507-345-L-E-O-N (5 3 6 6)

.

, <sup>1</sup>

r

T	•
IN	voice
	~ • • • •

Date	Invoice #
1/31/17	2186

Bill To
CITY OF NORTH MANKATO DUANE RADER PO BOX 2055 NORTH MANKATO, MN 56002

P.O. No.     Terms     Due Date       VALERIE LANE     NET 10     2/10/17       Serviced     Item     Description     Qty       11/2/16     OTHER SE     400 VALERIE LANE REPAIR STUCK WATER SHUT OFF BOX REQUESTED BY DUANE RADER     1	Project ate Amount 8.75 318.7
Serviced     Item     Description     Qty     Ra       1/2/16     OTHER SE     400 VALERIE LANE REPAIR STUCK WATER SHUT OFF BOX     1     31	
11/2/16 OTHER SE REPAIR STUCK WATER SHUT OFF BOX 1 31	
11/2/16 OTHER SE REPAIR STUCK WATER SHUT OFF BOX 1 31	8.75 318.7
HANK YOU, PLEASE CALL AGAIN! LEON Sales Tax	\$0.0
lot responsible for settling in the yard Total	\$318.7
Balance Due	\$318.7

## **CITY OF NORTH MANKATO**

# **REQUEST FOR COUNCIL ACTION**



	Department: Administration	Council Meeting Date: 5/15/	17			
TITLE OF ISSUE: Consider Resolution	n Declaring the Official Intent	of the City of North Mankato	to Reimburse			
Certain Expenditures from the Proceed						
BACKGROUND AND SUPPLEMENT	AL INFORMATION: The pur	pose of the Resolution is to en	nsure Spring			
Lake Park Swim Facility design costs c	-	-				
is passed before the issuance of the bon	d proceeds.					
If additional space is required, attach a separate sheet						
PEOLESTED COUNCIL ACTION: A	dont Desolution Declaring the					
REQUESTED COUNCIL ACTION: A Mankato to Reimburse Certain Expend		Official Intent of the City of I	North			
REQUESTED COUNCIL ACTION: A Mankato to Reimburse Certain Expend		Official Intent of the City of I	North			
573		Official Intent of the City of I	North			
573	litures from the Proceeds of Bo	Official Intent of the City of I	North			
573	litures from the Proceeds of Bo	Official Intent of the City of I nds to be Issued by the City. ING DOCUMENTS ATTAC	North			
Mankato to Reimburse Certain Expend	SUPPORT Resolution Ordina	Official Intent of the City of I nds to be Issued by the City. ING DOCUMENTS ATTAC	North CHED			
Mankato to Reimburse Certain Expend Motion By: Second By:	litures from the Proceeds of Bo	Official Intent of the City of I nds to be Issued by the City. ING DOCUMENTS ATTAC	North CHED			
Mankato to Reimburse Certain Expend Motion By: Second By: Vote Record: Aye NayNorland	SUPPORT Resolution Ordina	Official Intent of the City of I nds to be Issued by the City. ING DOCUMENTS ATTAC	North CHED			
Mankato to Reimburse Certain Expend Motion By: Second By: Vote Record: Aye Nay Norland Freyberg	SUPPORT         Resolution       Ordina         X	Official Intent of the City of I nds to be Issued by the City. ING DOCUMENTS ATTAC	North CHED			
Mankato to Reimburse Certain Expend Motion By: Second By: Vote Record: Aye NayNorland	SUPPORT         Resolution       Ordina         X	Official Intent of the City of I nds to be Issued by the City. ING DOCUMENTS ATTAC	North CHED			
Mankato to Reimburse Certain Expend Motion By: Second By: Vote Record: Aye Nay Norland Freyberg Whitlock	SUPPORT         Resolution       Ordina         X	Official Intent of the City of I nds to be Issued by the City. ING DOCUMENTS ATTAC	North CHED			
Mankato to Reimburse Certain Expend Motion By: Second By: Vote Record: Aye Nay Norland Freyberg Whitlock Steiner	SUPPORT         Resolution       Ordina         X	Official Intent of the City of I nds to be Issued by the City. ING DOCUMENTS ATTAC	North CHED			
Mankato to Reimburse Certain Expend Motion By: Second By: Vote Record: Aye Nay Norland Freyberg Whitlock Steiner	SUPPORT         Resolution       Ordina         X	Official Intent of the City of I nds to be Issued by the City. ING DOCUMENTS ATTAC	North CHED			
Mankato to Reimburse Certain Expend Motion By: Second By: Vote Record: Aye Nay Norland Freyberg Whitlock Steiner	SUPPORT         Resolution Ordina         X         Other (specify)	Official Intent of the City of I nds to be Issued by the City. ING DOCUMENTS ATTAC	North CHED			
Mankato to Reimburse Certain Expend Motion By: Second By: Vote Record: Aye Nay Vote Record: Aye Nay Workshop Workshop	SUPPORT         Resolution Ordina         X         Other (specify)	Official Intent of the City of Inds to be Issued by the City.         'ING DOCUMENTS ATTAC         ince       Contract         Minutes	North CHED Map			
Mankato to Reimburse Certain Expend Motion By:	SUPPORT         Resolution Ordina         X         Other (specify)	Official Intent of the City of Inds to be Issued by the City.         'ING DOCUMENTS ATTAC         ince Contract Minutes	North CHED Map			

#### CITY OF NORTH MANKATO, MINNESOTA

#### RESOLUTION NO.

#### DECLARING THE OFFICIAL INTENT OF THE CITY OF NORTH MANKATO TO REIMBURSE CERTAIN EXPENDITURES FROM THE PROCEEDS OF BONDS TO BE ISSUED BY THE CITY

WHEREAS, the Internal Revenue Service has issued Treas. Reg. § 1.150-2 (the "Reimbursement Regulations") providing that proceeds of tax-exempt bonds used to reimburse prior expenditures will not be deemed spent unless certain requirements are met; and

WHEREAS, the City of North Mankato, Minnesota (the "City") expects to incur certain expenditures that may be financed temporarily from sources other than bonds, and reimbursed from the proceeds of a tax-exempt bond;

WHEREAS, the City has determined to make this declaration of official intent (the "Declaration") to reimburse certain costs from proceeds of bonds in accordance with the Reimbursement Regulations.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA AS FOLLOWS:

1. The City proposes to renovate the Spring Lake Park Swim Facility and add a multi-use addition to the existing bathhouse that will function as both a warming house and space for community rental use (the "Project").

2. The City reasonably expects to reimburse the expenditures made for certain costs of the Project from the proceeds of bonds in an estimated maximum principal amount of 2,250,000. All reimbursed expenditures will be capital expenditures, costs of issuance of the bonds, or other expenditures eligible for reimbursement under Section 1.150-2(d)(3) of the Reimbursement Regulations.

3. This Declaration has been made not later than sixty (60) days after payment of any original expenditure to be subject to a reimbursement allocation with respect to the proceeds of bonds, except for the following expenditures: (a) costs of issuance of bonds; (b) costs in an amount not in excess of \$100,000 or five percent (5%) of the proceeds of an issue; or (c) "preliminary expenditures" up to an amount not in excess of twenty percent (20%) of the aggregate issue price of the issue or issues that finance or are reasonably expected by the City to finance the project for which the preliminary expenditures were incurred. The term "preliminary expenditures" includes architectural, engineering, surveying, bond issuance, and similar costs that are incurred prior to commencement of acquisition, construction or rehabilitation of a project, other than land acquisition, site preparation, and similar costs incident to commencement of construction.

4. This Declaration is an expression of the reasonable expectations of the City based on the facts and circumstances known to the City as of the date hereof. The anticipated original expenditures for the Project and the principal amount of the bonds described in paragraph 2 are consistent with the City's budgetary and financial circumstances. No sources other than proceeds of bonds to be issued by the City are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside pursuant to the City's budget or financial policies to pay such Project expenditures.

5. This Declaration is intended to constitute a declaration of official intent for purposes of the Reimbursement Regulations.

Approved by the City Council of the City of North Mankato, Minnesota this \_\_\_\_ day of \_\_\_\_\_, 2017.

Mayor

Attest:

City Clerk



1001 Belgrade Avenue North Mankato, MN 56003 507-625-4141 Fax: 507-625-4151 www.northmankato.com Audio Permit \_\_\_\_\_ 2017 Park Permit \_\_\_\_\_ 2017

## Audio Permit

#### About:

An audio permit is required for anyone operating outdoor amplified sound (i.e., a loudspeaker, public address system, or sound amplifying equipment). All Audio Permits must be approved by the Council. The sound system cannot be operated before 7:00 am or after 10:00 pm. There is a \$25 fee.

#### Audio Permit Responsibilities:

- An onsite event coordinator must be available by mobile during the event.
- An applicant will provide a schedule of any music or entertainment proposed to occur during the event.
- A beginning and end time must be supplied on the application, and the event coordinator must ensure compliance.
- Applicants must comply with City Code Ordinance 90.045 and Minnesota Rules Chapter 7030 which limits noise.
- Noise levels cannot exceed 60 dBA more than 50 percent of the time.

#### What happens if there is a noise complaint?

- A North Mankato Patrol Officer will meet with the complainant and evaluate and measure the noise using a decibel reader at the location of the complainant.
- If the noise is found out of compliance, the Patrol Officer will contact the onsite event coordinator, and the amplified sound must be turned down.
- If the onsite event coordinator does not comply, the event will be immediately terminated, and the group will be disbursed.
- Failure to comply will affect future ability to obtain an audio permit.

AMPLIFIED SOUND:	Contents	'E MUSIC/BAND FOIK /KARAOKE MACHINE	C DATE OF E	VENT: <u>6-24-17</u> IE: <u>6:00</u> Band.	Event 10 pm
	ICO Constant	HER:	END TIME:	10:00 / 500 / -	- Dec nones
LOCATION / SHEETER:	1518	Lorray Dr.	(Backya	urd	
EVENT NAME:	ons 6	Oths g-da	ey		
ONSITE COORDINATOR		INT NAME: Sov		h	
	M	OBILE NUMBER:	507. 420.	- 8100	
,				TAND THAT FAILURE TO C RE ABILITY TO OBTAIN AN	
PERMIT.	7 /				
SIGNATURE:	~ (sa)	set	DATE:	5-3-17	
POLICE CHIEF:		#701		А	
		·		DENIED APPROVED	
BOOK DOLICE	ONLIN	E 🔀 \$25.00 FEE		STAFF INTIALS	



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

For Office U	se Only
	APPROVED
	DENIED
D PARK	USE 🗖 AUDIO USE

**Application For** PARADE PERMIT

#### **REQUIRED INFORMATION:**

- Application for Parade Permit - Attaches Compatient

- Map of Parade Route - A thached - \$35 Application Fee - miled 6/1/17

Thirty (30) days inadvance of the parade date.

Name of Applicant NATE the Law bow	Address 6674 cortlam cirs.	Phone G(2	532 025	Email Note C brinky ru	inning bries.
Sponsoring Organization Name Apple tolentum Lacing LLS	Address SAM e		Phone	532 -0230	Lon
Contact during event NATE HELAING+	در ن	Phone 6 Pa	e 2 · 532 ·	0253	
Event Location Mm KATO Bilmery -	. 1119 Center St. D	ates 1 1ª	9/17- Fro 8	m Time To	
Occasion for Parate FLN R	un comparto B.	even	ry		
Parade Description / Composition			0		
STARt / ENd & Bri	every. Route A	Hachu	d - 671	~ AS 2015	\$ 2016.

Estimated Number of Participants: 150 - 200

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.

**Applicant** 

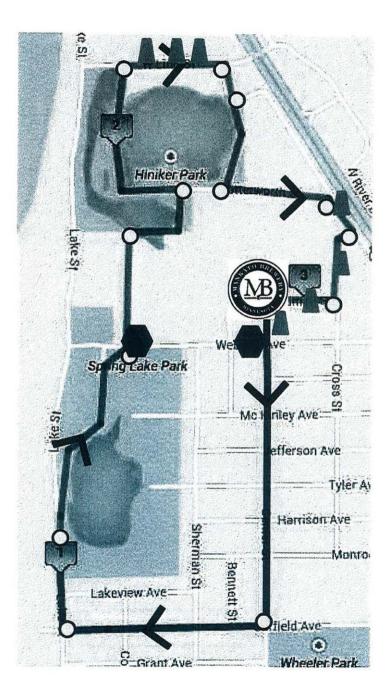
4/30/17

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.

# 701 Chief-of Police

<u>05.09-2017</u> Date

Caswell Sports Director



## Mankato Brewery FUN RUN

Saturday, Aug 29<sup>th</sup> – FUN RUN Starts at 11am **PROPOSED Map of FUN RUN COURSE** 

This is an untimed, fun run. All participants are informed it is an "Open" course and must follow traffic signals.



#### Waiver of Release

Release and Walver

\* THIS IS GREATLY AND SIGNALS The undersigned certifies as follows:

I wish to take part in an Apple Adventure Racing event colned as the MN Brewery Running Series.

• I understand that the run is a physical activity.

• I am physically fit. I understand my physical limitations and am sufficiently self-aware to stop physical activity before I become ill or injured.

- I am aware that all streets adjoining the route are open to regular vehicular traffic.
- I am aware no water stations exist on the routes.
- · I will obey all traffic laws and regulations.

• I understand that by signing below, I am waiving my right to assert any claim or cause of action against Apple Adventure Racing or the MN Brewery Running Series, its employees, and anyone involved in this event in my exchange for taking part in an event by Apple Adventure Racing coined as the MN Brewery Running Series.

• Authorize the use of pictures taken during your run for the Apple Adventure Racing LLC and MN Brewery Running Series website, social media, marketing or press purposes.

Intending to be legally bound, I do hereby, for myself, and my heirs, executors, and administrators, waive, release and forever discharge any and all rights or claims for damages which may have or which hereafter accrue to me against and all persons, organizations, and legal entities affiliated with Apple Adventure Racing and the MN Brewery Running Series, and more particular to the directors of Apple Adventure Racing and the MN Brewery Running Series individually, and as a whole, together with their representatives, officers, agents, successors, assigns, and sponsors, for any and all damages which may be sustained or suffered by me in conjunction with my participation in, and/or arising out of my travel to, taking part in, or returning from Apple Adventure Racing and the MN Brewery Running Series.

I represent and warrant that I am at least 18 years of age and have the full legal capacity to execute this release.

ACORD	

## **CERTIFICATE OF LIABILITY INSURANCE**

PRODUCER East Main Street Insurance Services, Inc. Will Maddux PO Box 1298				THIS CERTIFICATION IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.				
Grass Valley, CA 95945 Phone: (530) 477-6521 Email: info@theeventhelper.com				INSURERS A	INSURERS AFFORDING COVERAGE			
INSURED				INSURER A: EV				
		Brewery Running Series		INSURER A: Evanston Insurance Company 35378 INSURER B:				
		nathan herrington		INSURER C:				
		6674 cortiawn circle s		INSURER D:				
	golden valley, MN 55426							
co	VER	AGES		INSURER E:			!	
THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.								
INSR LTR	ADD'L	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMIT	s	
		GENERAL LIABILITY				EACH OCCURRENCE INCLUDES BODILY INJURY & PROPERTY DAMAGE	\$ 1,000,000	
A	Y	COMMERCIAL GENERAL LIABILITY	3DS5455-M1061198	SEE BELOW	SEE BELOW	MED EXP (Any one person)	\$ 5,000	
		CLAIMS MADE X OCCUR				PERSONAL & ADV INJURY	\$ 1,000,000	
		X Host Liquor Liability	3DS5455-M1061198	SEE BELOW	SEE BELOW	GENERAL AGGREGATE	\$ 2,000,000	
		GEN'L AGGREGATE LIMIT APPLIES PER:				PRODUCTS - COMP/OP AGG	\$ 1,000,000	
		X POLICY PRO-				DEDUCTIBLE	\$ 1,000	
		Retail Liquor Liability					\$	
		AUTOMOBILE LIABILITY				COMBINED SINGLE LIMIT (Ea accident)	\$	
		ALL OWNED AUTOS SCHEDULED AUTOS				BODILY INJURY (Per person)	\$	
		HIRED AUTOS				BODILY INJURY (Per accident)	\$	
						PROPERTY DAMAGE (Per accident)	\$	
		GARAGE LIABILITY				AUTO ONLY - EA ACCIDENT	\$	
		ANY AUTO				OTHER THAN EA ACC AUTO ONLY: AGG	\$	
		EXCESS/UMBRELLA LIABILITY				EACH OCCURRENCE	\$	
						AGGREGATE	S	
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		DEDUCTIBLE					s	
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	WOR	KERS COMPENSATION AND				WC STATU OTH- TORY LIMITS ER		
ļ	EMP	LOYERS' LIABILITY				E.L. EACH ACCIDENT	s	
		PROPRIETOR/PARTNER/EXECUTIVE CER/MEMBER EXCLUDED?				E.L. DISEASE - EA EMPLOYEE	·····	
	lí yea	, describe under				E.L. DISEASE - POLICY LIMIT		
	отн	ER						
		x			<u> </u>			
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS Certificate holder listed below is named as additional insured per attached CG 20 26 07 04 for the following dates: 03/11/2017, 04/08/2017, 04/15/2017, 04/22/2017, 04/29/2017, 05/06/2017, 05/13/2017, 05/20/2017, 05/21/2017, 05/27/2017, 05/28/2017, 06/03/2017, 06/07/2017, 06/07/2017, 06/11/2017, 06/11/2017, 06/18/2017, 06/24/2017, 05/26/2017, 07/08/2017, 07/08/2017, 05/21/2017, 07/29/2017, 08/05/2017, 08/13/2017, 08/13/2017, 08/10/2017, 08/26/2017, 08/26/2017, 08/26/2017, 08/26/2017, 08/10/2017, 08/10/2017, 08/26/2017, 08/26/2017, 09/22/2017, 09/22/2017, 08/05/2017, 08/13/2017, 08/13/2017, 08/13/2017, 08/26/2017, 08/26/2017, 09/02/2017, 09/02/2017, 09/02/2017, 08/13/2017, 08/13/2017, 08/13/2017, 08/13/2017, 08/26/2017, 08/26/2017, 09/02/2017, 09/02/2017, 09/02/2017, 09/10/2017, 09/10/2017, 09/10/2017, 09/10/2017, 09/10/2017, 09/10/2017, 09/10/2017, 09/10/2017, 09/10/2017, 09/10/2017, 09/10/2017, 09/10/2017, 09/10/2017, 09/23/2017, 09/24/2017, 08/30/2017, 10/01/2017, 10/07/2017, 10/08/2017, 10/14/2017, 10/15/2017, 10/21/2017, 10/22/2017, 10/28/2017, 10/28/2017, 10/28/2017, 10/08/2017, 10/14/2017, 10/15/2017, 10/21/2017, 10/22/2017, 10/28/2017, 10/28/2017, 10/28/2017, 10/14/2017, 10/15/2017, 10/21/2017, 10/22/2017, 10/28/2017, 10/28/2017, 10/08/2017, 10/08/2017, 10/14/2017, 10/15/2017, 10/21/2017, 10/22/2017, 10/28/2017, 10/28/2017, 10/28/2017, 10/08/2017, 10/14/2017, 10/15/2017, 10/21/2017, 10/22/2017, 10/28/2017, 10/28/2017, 10/28/2017, 10/08/2017, 10/14/2017, 10/15/2017, 10/21/2017, 10/22/2017, 10/28/2017, 10/28/2017, 10/08/2017, 10/08/2017, 10/14/2017, 10/15/2017, 10/21/2017, 10/22/2017, 10/28/2017, 10/28/2017, 10/08/2017, 10/08/2017, 10/14/2017, 10/15/2017, 10/21/2017, 10/22/2017, 10/28/2017, 10/28/2017, 10/28/2017, 10/28/2017, 10/28/2017, 10/28/2017, 10/28/2017, 10/28/2017, 10/28/2017, 10/28/2017, 10/28/2017, 10/28/2017, 10/28/2017, 10/28/2017, 10/28/2017, 10/28/2017, 10/28/2017, 10/28/2017, 10/28/2017, 10								
CERTIFICATE HOLDER CANCELLATION								
		City of North Mankato			SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION			
1001 Belgrade Avenue				DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN				
North Mankato, MN 56002								
				NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLICATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES				
				AUTHORIZED REPRESENTATIVE //// Maddings				
AC	ORD	25 (2001/08)				© ACORD CO	ORPORATION 1988	

DATE (MM/DD/YYYY) 02/17/2017

Policy Number: 3DS5455-M1061198

COMMERCIAL GENERAL LIABILITY CG 20 26 07 04

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

## ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

#### Name Of Additional Insured Person(s) Or Organization(s)

City of North Mankato 1001 Belgrade Avenue North Mankato, MN 56002

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

A. In the performance of your ongoing operations; or

B. In connection with your premises owned by or rented to you.



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						
D	ENIED					
D PARK USE	AUDIO USE					

**Application For** PARADE PERMIT

## **REQUIRED INFORMATION:**

- Application for Parade Permit
- Map of Parade Route
- \$35 Application Fee

Thirty (30) days inadvance of the parade date.

Name of Applicant	Address	2 Monkato	Phone		Email	
	74 Meadow brock	k ct	507-0	217-7606	Karizma-5	ago hos. co
Sponsoring Organization						V
Name	Address	n. ma	Kato	Phone		
Next Step Recovery group	74 Meadowb			507-2	17-7606	
Contact during event			Phone			
Kara Richardson			507	-217-	7606	
Event Location		Dat	e	From	m Time To	
Springleke Park		Ju		oth Zie	30pm 9: 30pm	
Occasion for Parade Next Step	Recovery Even	t				
Parade Description / Composition	0					
Walking around la	Ke as E Ser	vice For	addi	ets who	have last the	Fight.

Estimated Number of Participants: <u>25-1</u>56 7

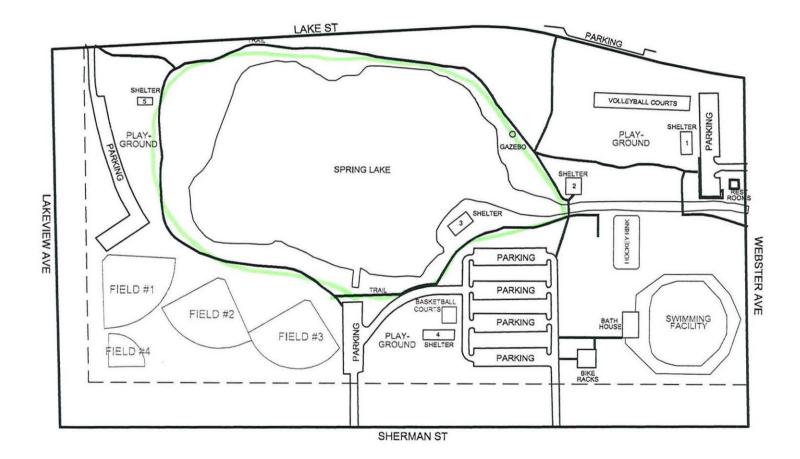
As duly authorized representative or agent of the parade sponsoring organization, I hereby make application for a permit to parade in the City of North Mankato, Minnesota. I hereby certify that, to the best of my knowledge, the above is an accurate and true description of the parade. I agree to execute 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.

echadom (NSRG) 5-11-17 Applicant

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.

2 #701 Police

Caswell Sports Director



8

Π

## **CITY OF NORTH MANKATO**

# **REQUEST FOR COUNCIL ACTION**



Agenda Item #10A	Department: Community Dev.	Council Meeting Date: 5/15/17
TITLE OF ISSUE: Consider Accepting 3.	Planning Commission Amendr	nents to City Sign Code Section 154.12, B-
BACKGROUND AND SUPPLEMENT REQUESTED COUNCIL ACTION: Ac June 5, 2017 at 7:00 p.m. to Consider A	ccept Planning Commission Rec	If additional space is required, attach a separate sheet
Motion By: Second By: Vote Record: Aye Nay Norland Freyberg Whitlock Steiner Dehen	Resolution Ordinat	ING DOCUMENTS ATTACHED nce Contract Minutes Map           Image: Contract Map           Image:
Workshop X Regular Meeting Special Meeting	Refer Table	e until:

#### NOTICE OF PUBLIC HEARING TO AMEND CITY CODE, CHAPTER 154 SIGN REGULATIONS

Notice is hereby given that the City Council of the City of North Mankato, Minnesota, will hold a Public Hearing on Monday, June 5, 2017 at 7 p.m. in the Council Chambers of the Municipal Building, 1001 Belgrade Avenue, to consider amending the City Code Chapter 154.12, Sign Regulations, B-3 General Commercial.

Such persons as desire to be heard with reference to this issue should appear at this meeting. Public comments may be sent to the North Mankato Municipal Building, 1001 Belgrade Avenue, North Mankato, MN 56003.

Dated this 15<sup>th</sup> day of May 2017.

April Van Genderen City Clerk City of North Mankato AMENDMENTS TO CITY SIGN CODE SECTION 154.12, B-3

### THE CITY OF NORTH MANKATO

SUBJECT:	Consider Amendments to B-3 Sign Regulations
APPLICANT:	City of North Mankato
LOCATION:	B-3, General Commercial Zoning Districts
EXISTING ZONING:	B-3, General Commercial
DATE OF HEARING:	May 11, 2017
DATE OF REPORT:	May 4, 2017
REPORTED BY:	Mike Fischer, Community Development Director

### APPLICATION SUBMITTED

Request to consider amendments to City Code Sign Regulations Section 154.12, B-3, General Commercial

### <u>COMMENT</u>

In April of 2017, the Planning Commission considered a variance request from Commerce Drive Dental to allow both a ground sign and a pylon sign at 2040 Commerce Drive. The Planning Commission recommended denial of the variance request and directed staff to propose amendments to the Sign Code addressing the request of Commerce Drive Dental. This was reaffirmed by the City Council.

According to the Sign Code, based on the zoning, size of the building and occupancy of Commerce Drive Dental, either 1 ground sign <u>or</u> 1 pylon sign is permitted in. The variance request from Commerce Drive Dental requested to install a pylon sign in addition to their existing ground sign. Attached as Exhibit A is the Commerce Drive Dental site plan showing the location of the signs.

As part of the review of the variance request, the Planning Commission held discussion regarding signage for commercial properties which have two (2) street frontages, particularly those adjacent to Highway 14.

Attached as Exhibit B are proposed amendments to B-3 signage regulations. In summary, the amendments allow for the use of a ground sign and a pylon sign on properties adjacent to U.S. Trunk Highways, subject to minimum lots sizes and distance to other pylon signs.

### RECOMMENDATION

Staff recommends approval of the amendments as proposed.

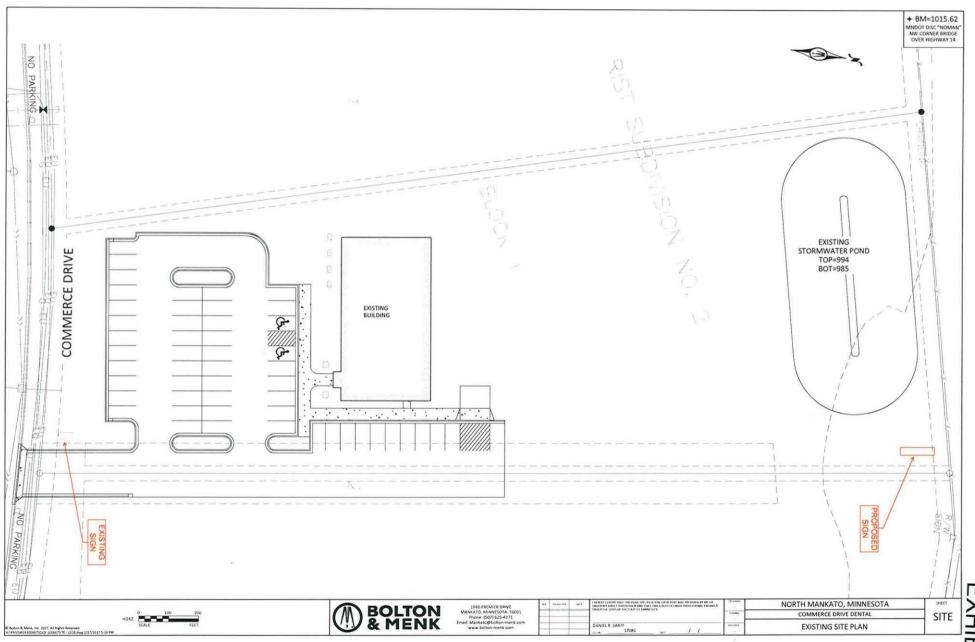


EXHIBIT A

EXHIBIT B

### § 154.12 B-3, GENERAL COMMERCIAL.

- (A) Permitted signs.
- (1) Building sign.
- (2) Ground sign.
- (3) Pylon sign.
- (4) Menu boards.
- (5) Temporary sign.
- (6) Monument sign.
- (7) Identification sign.(8) Identification sign.
- (8) Joint identification sign.(9) General business sign.
- (10) Canopy sign.
- (10) Canopy sign.
- (B) Minimum setbacks.
- (1) Ground sign: 10 feet.
- (2) Temporary sign: 10 feet.
- (3) Monument sign: 10 feet.
- (4) Identification sign: 10 feet.
- (5) Joint identification sign: 10 feet.
- (6) General business sign: 10 feet.
- (7) Pylon sign: 5 feet.
- (C) Maximum square footage.
- (1) Single occupant: 150 square feet.
- (2) Multi-occupant under 20,000 square feet:
  - (a) 60 square feet per business.
- (b) 110 square feet for ground or pylon signs.
- (3) Multi-occupant over 20,000 square feet:
- (a) 60 square feet per business.
- (b) 260 square feet for ground or pylon signs.
- (D) Maximum number of signs.
- (1) Single occupant.
  - (a) 2 business signs; and either
  - (b) 1 ground or 1 pylon sign.
  - (c) A business may use 1 ground and 1 pylon sign subject to:
    - (1) Business is immediately adjacent to two (2) public roadways one of which is a U.S. Trunk Highway

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(3) The pylon sign is not within two hundred (200) feet of another pylon sign

(4) The lot size of the business shall not be less than one (1) acre

(2) The pylon sign shall be adjacent to the U.S. Trunk Highway

- (2) Multi-occupant under 20,000 square feet.
  - (a) 2 business signs per occupant; and either
- (b) 1 ground or 1 pylon sign.
- -(c) A business may use 1 ground and 1 pylon sign subject to:
  - (1) Business is immediately adjacent to two (2) public roadways one of which is a
    - U.S. Trunk Highway
  - (2) The pylon sign shall be adjacent to the U.S. Trunk Highway
  - (3) The pylon sign is not within two hundred (200) feet of another pylon sign

(4) The lot size of the business shall not be less than one (1) acre

(3) Multi-occupant over 20,000 square feet.
(a) 2 business signs per occupant; and either
(b) 2 ground or 2 pylon signs.
(Am. Ord. 63, 4th series, passed 1-5-2015)

### **CITY OF NORTH MANKATO**

### **REQUEST FOR COUNCIL ACTION**



Agenda Item #10B	Department: Community Dev.	Council Meeting Date: 5/15/17
TITLE OF ISSUE: Consider Accepting 1, M-1 and M-2; a Request from Kato F		nents to City Sign Code Section 154.15, I-
BACKGROUND AND SUPPLEMENT BACKGROUND AND SUPPLEMENT REQUESTED COUNCIL ACTION: Ac June 5, 2017 at 7:00 p.m. to Consider A	ccept Planning Commission Rec	If additional space is required, attach a separate sheet ommendations and Set Public Hearing for
		NG DOCUMENTS ATTACHED
Motion By: Second By:	Resolution Ordinar	
Vote Record: Aye Nay Norland Freyberg Whitlock Steiner Dehen	Other (specify)	Report, Notice of Public Hearing
Workshop X Regular Meeting Special Meeting	Refer Table	until:

### NOTICE OF PUBLIC HEARING TO AMEND CITY CODE, CHAPTER 154 SIGN REGULATIONS

Notice is hereby given that the City Council of the City of North Mankato, Minnesota, will hold a Public Hearing on Monday, June 5, 2017 at 7 p.m. in the Council Chambers of the Municipal Building, 1001 Belgrade Avenue, to consider amending the City Code Chapter 154.15, Sign Regulations, I-1, M-1 and M-2 Zoning Districts.

Such persons as desire to be heard with reference to this issue should appear at this meeting. Public comments may be sent to the North Mankato Municipal Building, 1001 Belgrade Avenue, North Mankato, MN 56003.

Dated this 15<sup>th</sup> day of May 2017.

April Van Genderen City Clerk City of North Mankato

### AMENDMENTS TO CITY SIGN CODE SECTION 154.15 I-1, M-1 and M-2 A REQUEST FROM KATO ENGINEERING

### THE CITY OF NORTH MANKATO

SUBJECT:	Request to Amend City Sign Code Section 154.15, I-1, M-1 and M-2
APPLICANT:	Kato Engineering
LOCATION:	I-1, M-1 and M-2 Zoning Districts
EXISTING ZONING:	M-2, Heavy Industrial
DATE OF HEARING:	May 11, 2017
DATE OF REPORT:	May 4, 2017
REPORTED BY:	Mike Fischer, Community Development Director

### APPLICATION SUBMITTED

Request to Amend City Sign Code Section 154.15, I-1, M-1 and M-2 Zoning Districts

### <u>COMMENT</u>

Attached as Exhibit A is a request from Kato Engineering to amend Section 154.15 of the City Sign Code for industrial districts. The request is a result of the applicant's proposal for additional signage which exceeds the current regulations in M-2 zoning districts. According to the City Sign Code, buildings over 25,000 square feet in size are permitted 400 square feet of total signage. Based on the size of the applicant's building (272,425 sq. ft.), they can have 400 total square feet of signs.

Attached as Exhibit B is the applicant's proposed sign plan which shows existing and proposed signage. According to the plan, the applicant's currently have 173 sq. ft. of existing signage. They are proposing an additional 314 sq. ft. for a total of 487 sq. ft. Instead of applying for a variance, the applicants are requesting an amendment to the City Sign Code to accommodate their request of 487 total square feet.

Exhibit C is a survey of other area cities sign regulations used within industrial districts.

### RECOMMENDATION

Consider potential amendments to section 154.15 of the Sign Code based on the applicant's sign plan and regulations used by other cities.





Doug Lamoureux

Marketing Manager, Americas Phone: (507) 345-2723 Mobile: (507) 381-4631 Email: doug.lamoureux@mail.nidec.com

Kato Engineering, Inc. P.O. Box 8447 Mankato, MN 56002-8447

Shipping Address: 2075 Howard Drive West North Mankato, MN 56003

www.katoengineering.com

April 24, 2017

ATTN: Michael Fischer City of North Mankato 1001 Belgrade Avenue North Mankato, MN 56003

Dear Mr. Fischer:

This letter is to inform you of Kato Engineering's formal request to amend the North Mankato City sign code to allow for Kato to implement the requested signage from our parent company, Nidec Corporation.

In a recent meeting with our sign vendor we were informed that our proposed signage alteration was above the allotted 400 square feet allowable with the existing city sign code. In a subsequent meeting with you, we had this confirmed and thus are sending this request for an amendment to the code. You will see in the attachment to this letter that much of our allotted signage space (314 sq. feet) is new, required corporate signage indicating that our organization is now owned by the Nidec Corporation. Also, an additional 77 Square feet of proposed signage are replacement signs for existing signs. These smaller signs indicate the change in ownership via Nidec logos as well. The remaining 96 square feet of proposed signage involves moving the <u>existing</u> KATO ENGINEERING sign to align to the right of the Nidec logos on our main office building.

In conclusion, our request is to change the existing city signage code to allow for the Kato Engineering facilty to display **487** square feet of signage. Kato Engineering has been a staple in the community for the past 91 years, and to remove the signage to accommodate the existing code, would be detrimental to the employee morale, as well as the pride its employees have working in the community. 391 square feet of our required signage primarily displays our corporate ownership. Without this city code change, we would be forced to remove the name "Kato Engineering" from the our building.

Please let us know what steps we need to take to move forward with the Kato Engineering name intact on our building.

Sincerely,

Doug Lamoureux Marketing Manager Americas



KATO ENGINEERING



Kato Engineering

## **Exterior Signage**



### EXHIBIT B













N



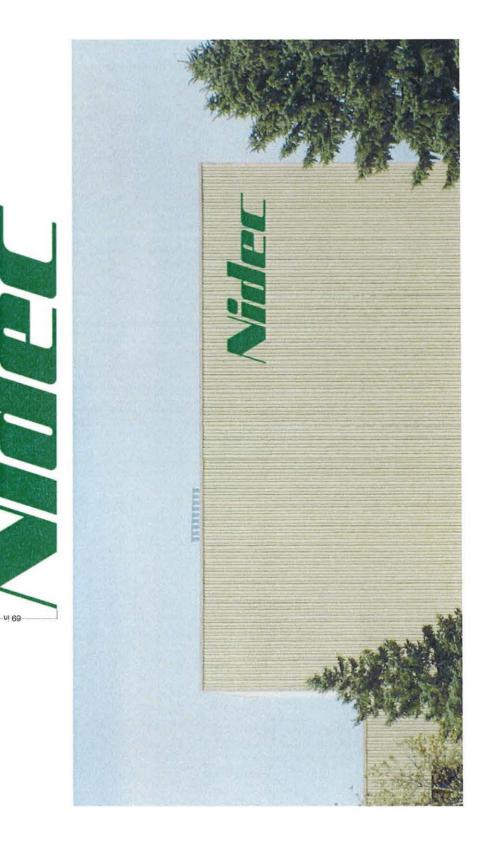


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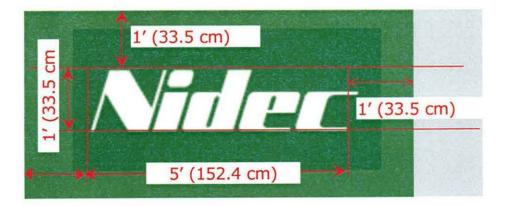
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### Monument Panel Signage Sizes



The monumented panel signage is located between building entrance and highway area.



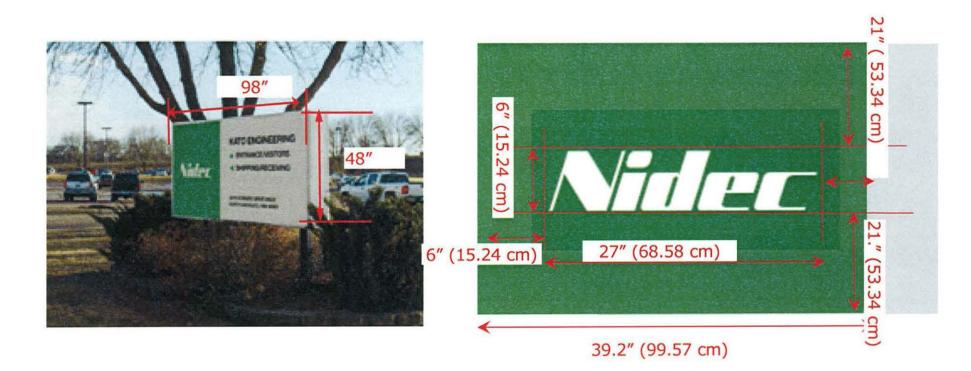




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### Monument Panel Signage Sizes (Entrance to Premises)







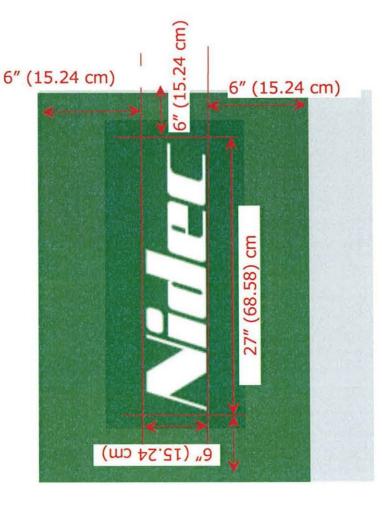






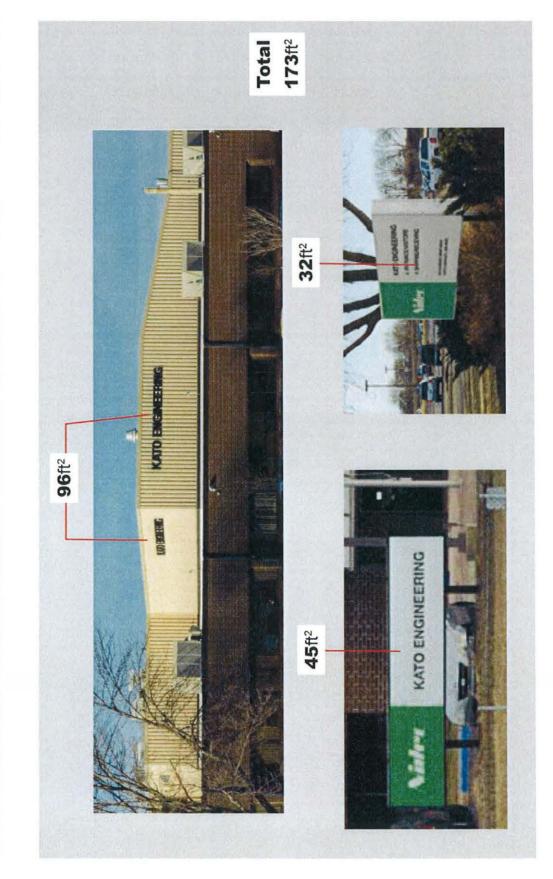
# Monument Panel Signage Sizes (Building Entrance)















X2 152ft<sup>2</sup>



Native Square Footage = 173ft2

New Nidec Square Footage = 314ft2

Total Square Footage = 487ft2

City	Zone	Minimum Setbacks	Max Square Footage		
I-1, M-1 & M-2 North Mankato Industrial Districts		Ground sign; 10 ft Temporary sign; 10 ft Monument sign; 10 ft Identification sign; 10 ft Joint identification sign; 10 ft General business sign; 10 ft Pylon sign; 5 ft	Buildings less than 25,000 SF: 200 SF of total signage. Buildings over 25,000 SF: 400 SF of total signage. No freestanding sign or building sign shall exceed 150 SF.		
Mankato	PI, M-1 & M-2 Industrial Districts	5 ft	Maximum total signage area of all signs & franchise architecture should not exceed more than 2 times the front lineal frontage of the lot.		
Owatonna	vatonna Industrial Districts 5 ft		Advertising signs (billboards): 850 SF max Freestanding signs: 200 SF in area 35 ft in height OR add 100 SF in wall sign area Wall signs: 100 SF in total sign area Buildings larger than 2,000: Add 1 SF per 100 SF in excess of 2,000 SF up to 300 SF per business		
Northfield	I1 and ED-F Districts		Wall signs: 200 SF per wall Pylon/ground signs: 100 SF per face		
Hutchinson	I-1 and I-2 Industrial Districts		4 SF per font foot of lot (600 SF max)		
New Ulm	I-1 & I-2 Industrial Districts 15 ft		Business signs: 3 SF per lineal ft of lot frontage; or 20% of building facing area; or 300 SF in area Advertising signs: 1 SF per 100 ft frontage lot; 1 per each additional 100 ft (55ft max length)		

### **CITY OF NORTH MANKATO**

### **REQUEST FOR COUNCIL ACTION**



Agenda Item #10C	Departmen	t: Community Dev.	Council Meet	ing Date: 5/	15/17
TITLE OF ISSUE: Consider Acce Development Birchwood Cottages				· CUP-1-17	for Planned Unit
BACKGROUND AND SUPPLEM	ENTAL INFOR	RMATION: Please	review the Plan	: is required, atta	ich a separate sheet
REQUESTED COUNCIL ACTIO Unit Development Birchwood Cot	-	-			1-17 for Planned
		SUPPOR	TING DOCUM	ENTS ATT	ACHED
Motion By: Second By:		Resolution Ordir	ance Contract	Minutes	Map
Vote Record: Aye Nay           Aye         Norla	erg ock er	Other (specify)	Report		
Workshop		Re	fer to:		
X Regular Meeting			ole until:		
Special Meeting		Oti			

### CUP-1-17 FOR PLANNED UNIT DEVELOPMENT BIRCHWOOD COTTAGES A REQUEST FROM COTTAGE PROPERTIES OF MANKATO

### THE CITY OF NORTH MANKATO

SUBJECT:	CUP-1-17
APPLICANT:	Cottage Properties of Mankato, LLC
LOCATION:	1610 Lor Ray Drive
EXISTING ZONING:	R-3A, Medium Density Residential
DATE OF HEARING:	May 11, 2017
DATE OF REPORT:	May 4, 2017
REPORTED BY:	Mike Fischer, Community Development Director

### **APPLICATION SUBMITTED**

A request for a Conditional Use Permit for a Planned Unit Development

### COMMENT

The applicant is requesting a Conditional Use Permit (CUP) for a Planned Unit Development (PUD) on the formally owned Tschohl property located at the intersection of Lor Ray Drive and Lee Boulevard. A PUD is a type of Development not subject to standard zoning requirements which can provide flexibility and innovation for subdivision design. Attached as Exhibit A is a PUD ordinance adopted in 2015.

As proposed, the development consists of two 24 unit buildings and one future 12 unit building to accommodate seniors with memory related dementias. The proposed layout of the buildings is shown on Exhibit B.

In conformance with the PUD Ordinance, The following are required submittals by the applicant:

Exhibit C – Application for Conditional Use Permit for a Planned Unit Development

Exhibit D – Planned Unit Development Narrative

Exhibit E – Elevations, Floor Plan, Landscape Plan

Exhibit F – Hydraulic Analysis

Exhibit G – Preliminary Site Plan & Utility Plan

The zoning of the property is R-3A, Medium Density Residential. According to the R-3A regulations:

- The density shall not exceed 6 dwelling units per acre
- Multiple family dwellings shall not exceed 4 dwelling units per structure

As the density of the proposed development is 15.3 units per acre and there are two 24 unit buildings and one 12 unit building, the development would not be permitted within this zoning district. However, the PUD process allow for flexibility in subdivision design when meeting the goals of the Comprehensive Plan by encouraging the creative and efficient development of land and preserving natural features.

As part of the PUD process, one of the first steps is for the developer to hold a neighborhood meeting to include those residing within 350 feet of the proposed development. Attached as Exhibit H is the invitation that was sent to area property owners and an attendance list from the March 30, 2017 neighborhood meeting.

As there has been some existing public support for a pedestrian trail through the adjacent ravine in a general location shown on Exhibit I, consideration should be given to this proposal. While the majority of the trail would be located on public property, the section from Lor Ray Drive to the ravine would be on property owned by the applicant. The applicant has expressed interest in accommodating the trail.

### RECOMMENDATION

Staff recommends approval of CUP-1-17 subject to the following conditions:

- 1. The use of the buildings shall be for senior care housing
- 2. The applicant deed Outlot A of Birchwood Cottages to the City as ravine property

3. The applicant provides an easement for a pedestrian trail along the north side of the property

4. The applicant remove the southernmost curb cut into the property

### **ORDINANCE No. 65, FOURTH SERIES**

### AN ORDINANCE OF THE CITY OF NORTH MANKATO, MINNESOTA, AMENDING NORTH MANKATO CITY CODE, XV, LAND USAGE, CHAPTER 156, ZONING CODE

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

Section 1. Sections of North Mankato City Code, Title XV, Land Usage, Chapter 156, Zoning Codes, are hereby amended as follows:

(I) Authority. The City Council may, in accordance with the procedures and standards set forth in this section, and other standards and regulations applicable to the district in which the subject property is located, approve by ordinance, planned unit developments for uses as listed within each zoning district.

(II) *Purpose*. The purposes of this ordinance are:

- A. **Comprehensive Plan Goals** To meet the goals of the Comprehensive Plan and preserve the health, safety and welfare of North Mankato's citizens by encouraging creative and efficient development of land and infrastructure and preservation of natural features and amenities that would not be permitted under the more restrictive application of zoning requirements.
- B. **Mix of Uses -** To allow for a complementary mixture of uses in an integrated and well planned area within a single zoning district.
- C. Integrate Natural Resources To ensure contiguous and well-planned open space and preservation of the site's natural resources.
- D. **Public Utilities -** To facilitate economic and sustainable investment in streets and public utilities.
- E. **Community Assets -** To facilitate sustainable building design and site layout, recreational uses and institutional uses.

(III) *Public Benefit.* The public benefits to the surrounding neighborhood and the City as a whole that are intended to be derived from the approval of a planned unit development include, but are not limited to:

- A. Consistency with the goals of the Comprehensive Plan.
- B. Preservation and enhancement of desirable site characteristics and open space.
- C. A pattern of development which preserves natural vegetation, topographic and geologic features.
- D. Preservation and enhancement of historic and natural resources that significantly contribute to the character of the City.
- E. Integration of proposed development with existing or proposed development in the areas surrounding the project site in a harmonizing way.
- F. Use of design, landscape, or architectural features to create a pleasing environment or other special development features.
- G. Elimination of blighted structures or incompatible uses through redevelopment or rehabilitation.

- H. Business and commercial development to enhance the local economy and strengthen the tax base.
- I. The efficient use of land resulting in more economic networks of utilities, streets, schools, public grounds, buildings, and other facilities.

(IV) *Applicability.* The PUD regulations are applicable in all zoning districts where PUDs are a conditional use. The PUD regulations can be used for developments meeting the following criteria:

### A. Minimum Area

1.000

)

A planned unit development proposed for any parcel or tract of land under single or multiple ownership or control shall have a minimum net site area for each zoning district as set forth below.

### 1. Residential Districts

R-A, Residential Agricultural District
R-1, One-Family Dwelling District
R-1S, One Family Dwelling, small lot
R-2, One- and Two-Family Dwelling District
R-3, Limited Multiple Dwelling District
R-3A, Medium Density Residential
R-4, Multiple Dwelling District
OR-1, Office-Residential District

### 2. Downtown Districts

CBD, Central Business District

Business Districts
 B-1, Neighborhood Business District
 B-2, Community Business District
 B-3, General Commercial District

### 4. Industrial Districts

I-1, Planned Industrial District M-1, Light Industry District M-2, Heavy Industry District

### **Minimum Area**

Two (2) acres Two (2) acres

### Minimum Area

One-half (.5) acre

### **Minimum Area**

Two (2) acres Two (2) acres Two (2) acres

### Minimum Area

Five (5) acres Five (5) acres Five (5) acres

### B. Minimum Number and Configuration of Buildings, Uses

A development that includes two or more principal buildings or uses but which may consist of one building containing a combination of principal and supportive uses.

### C. Consistency with Zoning District

Uses not otherwise allowed in the zoning district are prohibited within a PUD except as provided in Section VII and listed in the required materials of the development agreement outlined in section XI of this ordinance. (V) *Flexibility on Zoning Standards.* PUDs may allow subdivision and development design elements not otherwise permitted in some zoning districts if specific conditions are met, provided the design meets the general standards for development in this section.

- A. Elements for Flexibility The subdivision and development design elements that are granted flexibility include:
  - 1. non-standard lot sizes,
  - 2. higher density of housing units
  - 3. reduced rights-of-way
  - 4. broader range of housing types,
  - 5. land use mix

- 6. zero lot lines and other modifications to minimum building setbacks.
- B. **Conditions for Flexibility** The conditions required for flexibility on zoning regulation shall advance the North Mankato Comprehensive Plan goals as identified in that document.

(VI) *Effect on Existing Zoning.* The granting of a PUD conditional use permit does not alter in any manner the existing zoning district classification except that building permits shall not be issued which are not in conformity pursuant to an approved PUD conditional use permit and development agreement. Whenever a question arises concerning the interpretation of this section, it shall be the duty of the Planning Staff and Planning Commission to ascertain all facts concerning the question and forward all data and a recommendation to the City Council for a determination.

(VII) *Permitted uses.* Uses not otherwise allowed in the zoning district are prohibited within a PUD unless specific provisions are made and listed in the PUD conditional use permit or conditions of approval. A PUD may include varied and compatible land uses within one defined development. Uses may include:

- A. Dwelling units in attached, detached, clustered, and multifamily structures or combinations thereof.
- B. Commercial, office and industrial uses.
- C. Supporting community facilities, parking facilities and institutional uses.
- D. Parks, recreational facilities and open space.

(VIII) *Density*. In any planned unit development the maximum number of dwelling units allowed shall not exceed the density identified for that site in the Comprehensive Plan, except as noted below.

- A. **Consistency with Comprehensive Plan Goals -** Density increases inconsistent with the zoning code may be allowed if the proposed development can be demonstrated to better meet Comprehensive Plan goals, objectives and policies.
- B. **Optional Waiver of Lot Size, Setback Requirements -** Zoning and subdivision standards relating to lot size and setbacks may be modified when a PUD is submitted for approval. Increased residential densities and open space areas may be subject to additional design conditions that are necessary, in the judgment of The City of North Mankato, to meet Comprehensive Plan goals.
- C. Minimum Lot Size for Single Family Homes Up to 40 percent of single-family detached home lots in a single development may use reduced lot areas. Lot areas must

have a minimum of 4,000 contiguous square feet of buildable area. Buildable area must be unencumbered by setbacks, public easements and other physical constraints (such as topography or similar features).

### (IX) Coordination with Subdivision Regulations.

- A. Simultaneous Subdivision Review Subdivision review must be carried out simultaneously with the review of a planned unit development.
- B. **Preliminary and Final Plats** The plans required under this ordinance must be submitted in a form that will satisfy North Mankato's subdivision requirements for the preliminary and final plats as seen in Chapter 155 of North Mankato's City Code.
- C. Flexibility of Subdivision Standards Flexibility of design standards and criteria of North Mankato's subdivision ordinance may be allowed as part of a planned unit development.

### (X) Application Procedure.

- A. Pre-application Meeting Prior to the submission of any plan to the planning and zoning commission, the applicant shall meet with the Community Development Director to discuss the contemplated project relative to community development objectives for the area in question and to learn the procedural steps and exhibits required. This includes the procedural steps for a conditional use permit, preliminary plat, and a general development plan. The applicant may submit a simple sketch plan at this stage for informal review and discussion. The applicant is urged to follow the advice and assistance of the city staff to facilitate the review of the general development plan and preliminary plat.
- B. Neighborhood Meeting Prior to submission of any preliminary plat to the Planning Commission, the Developer shall hold a neighborhood meeting to include those residing within 350 feet from the proposed development. The Developer shall provide a detailed, scaled layout of the proposed development and incur all costs associated with the provision of the meeting.
- C. **Preliminary Development Plan -** The following information and documents shall be filed as part of the general development plan.
  - 1. **Application -** An applicant shall make an application for a conditional use permit following the procedural steps as set forth in the conditional use regulations seen in §156.055 Conditional Uses.
  - 2. Additional Requirements for PUD In addition to the criteria and standards set forth under §156.055 Conditional Uses, the following additional findings shall be made by the Developer and reviewed by Staff before the approval of the development plan:
    - a. **Comprehensive Plan -** The proposed PUD is in conformance with the comprehensive plan.
    - b. **Neighboring Impacts -** The uses proposed will not have an undue and adverse impact on the reasonable enjoyment of neighboring property and will not be detrimental to potential surrounding uses.
    - c. **Phasing -** Each phase of the proposed development, as it is proposed to be completed, is of sufficient size, composition, and arrangement that its construction, marketing, and operation are feasible as a complete unit, and

that provision and construction of dwelling units and common open space are balanced and coordinated.

- d. **Public Facility Capacity -** The PUD will not create an excessive burden on parks, schools, streets, and other public facilities and utilities, which serve or are proposed, to serve the area.
- e. Unified Development The proposed total development is designed in such a manner as to form a desirable and unified environment within its own boundaries.
- 3. **Required Exhibits and Narratives -** The following exhibits and written narratives shall be submitted to the Community Development Director by the proposed developer as a part of the application for a conditional use permit:
  - a. **Character** An explanation of the character of the planned unit development and the manner in which it has been planned to take advantage of the planned development regulations.
  - b. **Ownership -** A list of the present ownership of all the land included within the planned development and a list of property owners within 350 feet of the outer boundaries of the property as obtained through County records.
  - c. **Schedule** A general indication of the expected schedule of development including progressive phasing and time schedule.
  - d. **Mapped Information** A map giving the legal description of the property including approximate total acreage and also indicating existing property lines and dimensions, ownership of all parcels, platting, easements, street right-of-ways, utilities, and buildings on the property.
  - e. **Natural Features -** Natural features, maps of the property showing contour lines at no more than two-foot intervals, drainage patterns, wetlands, vegetation.
  - f. **Proposed Land Uses -** A scaled map indicating proposed land uses including housing units and types, vehicular and pedestrian circulation, and open space uses.
  - g. **Government Services** Full description as to how all necessary governmental services will be provided to the development including sanitary sewers, storm sewers, water systems, streets and other public utilities.
  - h. City Code Compliance Calculations showing conformance with all lot size, density, setbacks, and ground coverage requirements.
  - i. Additional Information Any additional information requested by the city staff, the planning and zoning commission and City Council that may be required for clarification of the proposed project.
  - j. Copies Twenty copies of all required information shall be submitted.
  - k. **Subdivision Process** The applicant shall submit a preliminary plat for all or that portion of the project to be platted including all the necessary documentation required under North Mankato's subdivision ordinance, Chapter 155 of North Mankato's City Code. For purposes of administrative simplification, the public hearings required for the

conditional use permit and preliminary plat may be combined into one hearing or may be held concurrently.

### (XI) Final Development Plan and Development Agreement.

- A. **Final Plan to Include All Required Modifications -** The final development plan with recommended modifications, if any, and if necessary, the modified preliminary plat, shall be filed with the Community Development Director containing the information required in the general development plan plus any changes recommended by the Planning Commission and the City Council as a result of the public hearing.
- B. **Final Plat** The applicant shall also submit a final plat for all or that portion to be platted. The final general development plan shall be submitted with the first final plat which shall conform to the approved general development plan and approved preliminary plat. Such plats may be submitted in smaller increments as may be economical to finance or construct at one time. This plan shall include any recommended changes by the Planning Commission or City Council to the original general development plan and original preliminary plat.
- C. **Development Agreement Required -** A development agreement, signed by the applicant and noting all conditions of the final development plan, shall be submitted with the final plat. The development agreement shall include an expiration date consistent with the phasing of the project.
- D. Review of Final Documents The Council shall review the final development plan and final plat. If the final development plan is approved by the Council, the Community Development Director shall issue a conditional use permit to the applicant.
- (XII) *Enforcement of Development Schedule.* The construction, restoration, and other provisions of all of the common open spaces, public and recreational facilities, renewable energy or low-impact development infrastructure, or other required amenities identified in the final development plan and development agreement must proceed at the same phase of the construction of dwelling units and commercial buildings. From time to time the Community Development Director may review all of the building permits issued for the planned development Director finds that the rate of construction of dwelling units is greater than the rate at which open space, public and recreational facilities, renewable energy, or other amenities have been constructed and provided, the administrator shall forward this information to the Council, which may modify or revoke the conditional use permit.

### (XIII) Conveyance and Maintenance of Common Open Space.

- A. **Homeowners' Association Required -** A homeowners' association or similar organization must be created if the PUD includes common open space.
  - a. The common open space must be permanently restricted to the uses specified on the final development plan, either by:
    - 1.Assigning covenants, to be approved by the North Mankato City attorney, restricting the common open space to its designated purpose and providing for long-term maintenance in a manner that assures its intended purpose.

- 2.Placing conservation easements on the open space that restrict the open space to its designated purpose and provide for long-term maintenance that assures its intended purpose. The easements shall be held and managed consistent with Minnesota Statute.
- b. The applicant shall submit all required homeowners' association documents to the North Mankato City attorney and planning staff 2 months prior to final plat approval and must include the following:
  - 1. Ownership and membership requirements.
  - 2. Articles of incorporation and bylaws.
  - 3. Time at which the developer turns the association over to the homeowners.
  - 4. Approximate monthly or yearly association fees for homeowners.
  - 5. Specific listing of items owned in common including such items as roads, recreation facilities, parking, common open space grounds, and utilities.
  - 6. Management plans for items owned in common.

(XIV) *Standards for Common or Open Space*. No open area may be approved as common open space under the provisions of this ordinance unless it meets the following standards:

- A. Suitable for Development The location, shape, size, and character of the common open space must be suitable for the planned development.
- B. Uses of Open Space Common open space must be used as a natural amenity or for recreational purposes. The uses authorized for the common open space must be appropriate to the scale and character of the planned development, considering its size, density, expected population, topography, and the number and type of dwellings to be provided.
- C. **Required Improvements** Common open space must be suitably improved for its intended use but common space containing natural features worthy of preservation may be left unimproved. The buildings, structures and improvements which are permitted in the common open space must be appropriate to the uses which are authorized for the common open space and must conserve and enhance the amenities of the common open space having regard to its topography and unimproved condition.
- D. Other Outlots Outlots to be dedicated for Public Park, ponding or other purposes shall be deeded to North Mankato before the final plat is released for recording.

### (XV) Review and Amendments.

A. **Commencement of Development -** From time to time the Community Development Director may review PUDs within the North Mankato and may make a report to the Council on the status of non-compliance for a particular PUD. If the Community Development Director finds that the development has not commenced within one year after the original approval of the conditional use for the PUD, the Community Development Director may recommend that the Council extend the time or revoke the conditional use permit as set forth in North Mankato's conditional use process. Prior to cancellation or revocation of this permit, the Council shall hold a public hearing at which time all interested parties will be given an opportunity to be heard.

- B. Additional Phases For additional phases of the PUD, if within five years the project has not progressed, the Community Development Director may recommend that the Council determine what action will be taken with the remainder of the project. Prior to determining the outcome of the PUD, the Council shall hold a public hearing at which time all interested parties will be given an opportunity to be heard.
- C. **Minor Changes** Minor changes in the location, placement, and heights of the buildings or structures may be authorized by the Community Development Director if required by engineering or other circumstances not foreseen at the time the final plan was approved.
- D. **Major Changes Require New Development Agreement -** Major changes, such as rearrangement of lots, blocks and building tracts require a public hearing and renegotiated development agreement. All changes shall be consistent with the purpose and intent of the original approved final development plan and the Comprehensive Plan. All amendments to the development agreement shall require the same procedures as for the application for a conditional use permit as set forth in North Mankato's ordinances.

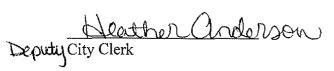
### (XVI). General Requirements.

- A. **Records** The Community Development Director shall maintain a record of all PUD districts approved by the city, including information on a project's allowed uses, all pertinent project plans, any conditions imposed on a project by the City Council, and such other information as the Community Development Director may deem appropriate.
- B. Withdrawal of an Application Any application under this chapter may be withdrawn by an applicant without prejudice at any time prior to final City Council action thereon.
- C. **Platting of a PUD** In the event that a PUD is to be subdivided into lots or parcels for the purpose of separate ownership, such PUD shall be platted under the platting procedures of Chapter 155 of North Mankato's City Code. The preliminary plat shall be processed in conjunction with the development stage plan. A separate action on the final plat shall be processed before the City Council prior to or in conjunction with the final stage of the PUD.
- D. Conveyance of Property Within a PUD In the event that any real property within an approved PUD is conveyed in total or in part, the buyer(s) thereof shall be bound by all provisions of the PUD and the general plan for that project. However, nothing in this chapter shall be construed as to make such conveyed property nonconforming with regard to normal zoning standards as long as the conveyed property conforms with the approved PUD and the development plan for a project.
- E. Agreement/Financial Guarantee Following the approval of the development plan but prior to final plan approval, the applicant shall enter into an agreement with the city relating to the terms of the PUD, and shall also provide such financial guarantees as the city requires or deems necessary. Such agreement may take the form of:
  - a. A development contract; and/or
  - b. Site improvement performance agreement; and/or
  - c. Another form of legally binding instrument as may be required by the city.

layor

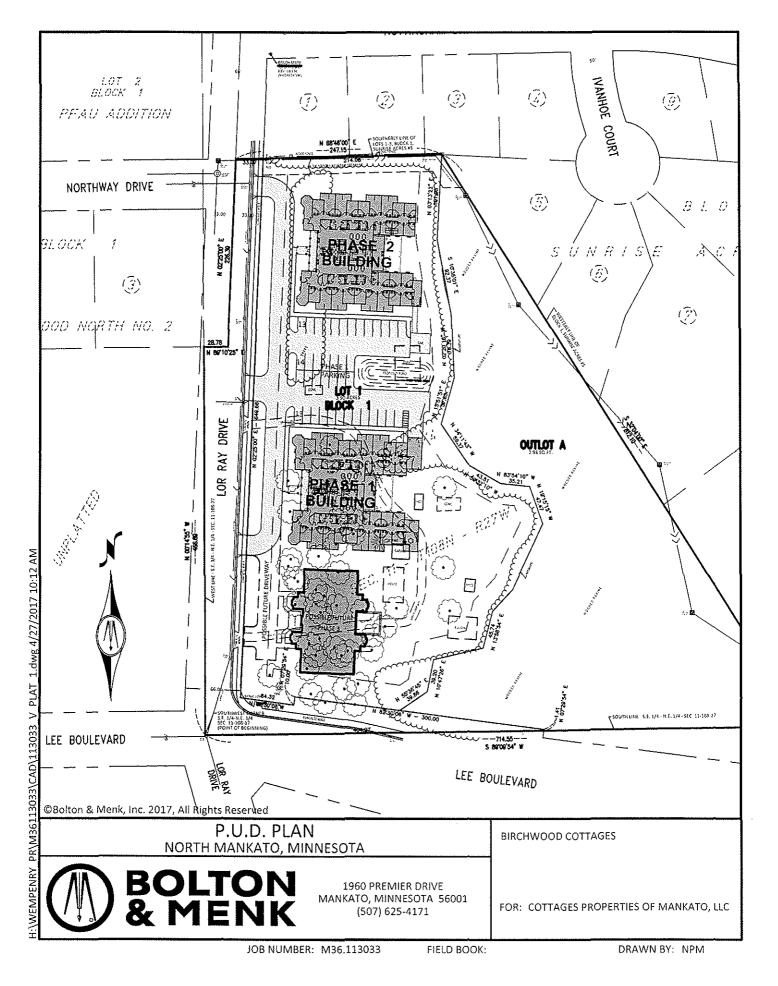
ATTEST:

1. Sec. 1.



Published in the Mankato Free Press on May 16, 2015.

EXHIBIT B





#### **APPLICATION FOR**

#### CONDITIONAL USE PERMIT for a PLANNED UNIT DEVELOPMENT

Pursuant to Section 156.057 and 156.055 of the North Mankato City Code, application is hereby made to allow the use of land as described herein.

# LEGAL DESCRIPTION OF PROPERTY: Part of the Southeast Quarter of the Northeast Quarter, Section 11, Township 108 North Range 27 West.

APPLICANT(s)

 Name: Cottages Properties of Mankato, LLC (Dustin Lee)

 Address: 22 Omega Court, North Mankato, MN
 Phone: 507-720-2796

 PROPERTY OWNER (If other than applicant):
 Name\_\_\_\_\_\_\_Address\_\_\_\_\_\_Phone\_\_\_\_\_\_

 Name\_\_\_\_\_\_\_Address\_\_\_\_\_\_Phone\_\_\_\_\_\_
 Phone

 CURRENT ZONING: R-3A
 CURRENT USE OF PROPERTY: Existing Building Site

 PROPOSED USE OF PROPERTY: Memory Care / Assisted Living Facility
 Size OF LAND PROPOSED: 7.80 acres

 # OF BUILDINGS PROPOSED: Three Buildings Proposed
 CONFORMING USE?

 CONFORMING USE?
 Yes\_\_\_X\_\_\_\_No\_\_\_\_\_\_

 REQUEST PREVIOUSLY CONSIDERED? YES\_\_\_\_\_NO\_\_X\_\_\_If Yes, date\_\_\_\_\_\_

 ADDITIONAL COMMENTS:

### PLANNED UNIT DEVELOPMENT REVIEW

# **1.** To what extent does the application align with the purposes of a Planned Unit Development as described in City Code Section 156.057(II) (Check all that apply & DESCRIBE)

<u>X</u> Comprehensive Plan Goals - To meet the goals of the Comprehensive Plan and preserve the health, safety and welfare of North Mankato's citizens by encouraging creative and efficient development of land and infrastructure and preservation of natural features and amenities that would not be permitted under the more restrictive application of zoning requirements

DESCRIBE or indicate NOT APPLICABLE: This proposed plan will conform to the current Comprehensive Plan for this area.

<u>X</u> Mix of Uses - To allow for a complementary mixture of uses in an integrated and well planned area within a single zoning district.

DESCRIBE or indicate NOT APPLICABLE: The development plan shows three single story buildings for / Memory Care / Assisted Living.

<u>X</u> Integrate Natural Resources - To ensure contiguous and well-planned open space and preservation of the site's natural resources.

DESCRIBE or indicate NOT APPLICABLE: The plan for this development is to leave as many of the existing trees as possible.

**X** Public Utilities - To facilitate economic and sustainable investment in streets and public utilities.

DESCRIBE or indicate NOT APPLICABLE: The plan is to use the existing public utilities currently in place. X Community Assets - To facilitate sustainable building design and site layout, recreational uses and institutional uses.

DESCRIBE or indicate NOT APPLICABLE: The plan is to provide a Memory Care / Assisted Living Facility to the community. The building is to be constructed as a single story building to fit in with the surrounding neighborhood.

# 2. To what extent does the application align with the benefits of a Planned Unit Development as described in City Code Section 156.057(III) (Check all that apply)

	YES	NO
Consistency with the goals of the Comprehensive Plan.	Х	
Preservation and enhancement of desirable site	X	
characteristics and open space.		
A pattern of development which preserves natural	X	
vegetation, topographic and geologic features.		
Preservation and enhancement of historic and natural	X	
resources that significantly contribute to the character of		
the City.		
Integration of proposed development with existing or	X	
proposed development in the areas surrounding the		
project site in a harmonizing way.		
Use of design, landscape, or architectural features to create	х	
a pleasing environment or other special development		
features		
Elimination of blighted structures or incompatible uses	X	
through redevelopment or rehabilitation.		
Business and commercial development to enhance the	X	
local economy and strengthen the tax base.		
The efficient use of land resulting in more economic	X	<u> </u>
networks of utilities, streets, schools, public grounds,		
buildings, and other facilities.		

## 3. Element of Flexibility – What subdivision and/or development design elements will be different from the underlying zoning district? (Check all that apply & describe)

Non-standard lot sizes:

- X Higher density of housing units: (to allow more units per building then the current zoning allows) \_Reduced rights-of-way:
- Broader range of housing types:

Land use mix:

\_Zero lot lines and other modifications to minimum building setbacks:

## 4. Permitted Uses -- What permitted uses are requested to be allowed in the Planned Unit Development that are not allowed in the underlying zoning district? (Check all that apply & Describe)

X Dwelling units in attached, detached, clustered, and multifamily structures or combinations thereof. (To allow more units per building then the current zone allows)

\_\_\_\_Commercial, office and industrial uses.

- \_\_\_\_\_Supporting community facilities, parking facilities and institutional uses.
- Parks, recreational facilities and open space.

## 5. Density – What exemption from the underlying zoning districts density requirements are requested?

X Exceptions for Comprehensive Plan Goals - Density increases consistent with the comprehensive plan may be allowed if the proposed development can be demonstrated to better meet Comprehensive Plan goals.

DESCRIBE or indicate NOT APPLICABLE: Allow more units per building then the current zone allows.

Optional Waiver of Lot Size, Setback Requirements - Zoning and subdivision standards relating to lot size and setbacks may be modified when a PUD is submitted for approval. Increased residential densities and open space areas may be subject to additional design conditions that are necessary, in the judgment of The City of North Mankato, to meet Comprehensive Plan goals.

DESCRIBE or indicate NOT APPLICABLE:

Minimum Lot Size for Single Family Homes - Up to 40 percent of single-family detached home lots in a single development may use reduced lot areas. Lot areas must have a minimum of 4,000 contiguous square feet of buildable area. Buildable area must be unencumbered by setbacks, public easements and other physical constraints (such as topography or similar features).

DESCRIBE or indicate NOT APPLICABLE:

CONDITIONAL USE PERMIT REQUIREMENTS							
CHECK ALL THAT APPLY	REQUIRED	ATTACHED	N/A	CHECK ALL THAT APPLY	REQUIRED	ATTACHED	N/A
Pre-Application Meeting	x	x		Developer's Agreement	X		
Neighborhood Meeting	x	x		Landscaping Plan	Х	Х	
Preliminary Development Plan	x	x		Petition			Х
Site Plan	x	x		Parking/Loading Plan			X
Comment Letters	x	x		Development Schedule			
Final Plat	x	x		Survey	X	Х	

PLANNED UNIT DEVELOPMENT REQUIREMENTS				
		YES	NO	
COMPREHENSIVE PLAN	The proposed PUD is in conformance with the comprehensive plan.	Х		
NEIGHBORHOOD IMPACTS	The uses proposed will not have an undue and adverse impact on the reasonable enjoyment of neighboring property and will not be detrimental to potential surround-ing uses.	X		
PHASING	Each phase of the proposed development, as it is proposed to be completed, is of sufficient size, composition, and arrangement that its construction, marketing, and operation are feasible as a complete unit, and that provision and construction of dwelling units and common open space are balanced and coordinated.	x		
PUBLIC FACILITY CAPACITY	The PUD will not create an excessive burden on parks, schools, streets, and other public facilities and utilities, which serve or are proposed, to serve the area.	x		
UNIFIED DEVELOPMENT	The proposed total development is designed in such a manner as to form a desirable and unified environment within its own boundaries.	Х		

FEES: Application Fee \$\_\_\_\_\_

Notice Charge#\_\_\_\_\_@\$\_\_\_\_\_= \$\_\_\_\_\_

Pursuant to the requirements of Chapter 156 of the North Mankato City Code, this application was received by me or my duly designated representative on \_\_\_\_\_\_, and I hereby certify that this application meets all the necessary application requirements

Signature of Zoning Administrator		Date	
PLANNING COMMISSION ACTION:		DATE	
Approved	Additional Comments		
Denied	Reason:		
CITY COUNCIL ACTION:		DATE	
Approved	Additional Comments		
Denied	Reason:		
OTHER COMM	ENTS:		

# EXHIBIT D

# Birchwood Cottages, LLC

# Planned Unit Development Narrative

A. Character: The North Mankato Birchwood Cottages model is a residential community designed specifically for individuals with Alzheimer's disease and related dementias that allows residents to live meaningful and engaging lives with purpose in a familiar environment.

Industry experts were consulted regarding safety, security, and design of the indoor and outdoor green spaces. The result is innovative households that are conducive to friend and family visits. The Cottages design merges beautifully with numerous gardens where residents can safely enjoy the outdoors.

The most current research regarding natural and artificial lighting, security, appropriate furnishings, wayfinding and technological resources for individuals with Alzheimer's is incorporated in the architectural, interior and landscape design:

- The households, which all include a common area, including laundry, recreational kitchens and sunrooms.
- A household kitchen is adjacent to the dining and living areas to create a center of activity.
- Each resident suite is located in close proximity to the household kitchen and common area
- The suites are approximately 300 square feet and include a bathroom with numerous supportive design and safety features.
- Evidence-based lighting and an abundance of natural light fill the households and residential suites, which will help support residents' circadian rhythm functions.
- Doors of each household open to a large central enclosed courtyard, providing residents
   safe access to the outdoors

When complete in North Mankato, Birchwood Cottages will be the only Assisted Living Memory Care in the Greater North Mankato area to provide and offer Residents freedom to access an ideal outdoor setting specifically designed for individuals with memory care disorders.

- B. Ownership: Cottages Properties of Mankato, LLC
- C. Schedule: The plan is to start phase 1 in July 2017 with an opening date early in 2018, during this process we would remove all current structures from the land. Then we would start construction in 2018 or 2019 for phase 2 based on need. Phase 3 is estimated to be 5-10 years out again based on need and use options.
- D. Mapped information: See Preliminary Plat
- E. Natural Features: See Preliminary Plat
- F. Proposed Land Use: See Preliminary Plat
- G. Government Services: See Preliminary Plat / Grading Plan
- H. City Code Compliance: The current zone for the subject property is R-3A, Medium Density Residential District.

- (A) Purpose. This district is intended to establish an area for medium density residential uses. Such areas are intended for the development of single-family attached and detached dwellings and medium density residential dwellings such as duplexes, townhomes and smaller apartment building. (Ord. No. 64, Fourth Series)
   (Proposed development will consist of three multi-unit Memory Care / Assisted Living buildings.)
- (B) Special requirements.
  - (1) The density of the residential development upon any lot in an R-3A zone shall not exceed 6 dwelling units per acre. (Ord. No. 64, Fourth Series)
     (Proposed development will have of 60 units (between the three proposed buildings totaling 15.3 units per acre.)
- (C) Permitted uses.

(11) Multiple family dwelling not to exceed 4 dwelling units per structure. (Ord. No. 64, Fourth Series)

(Proposed development will have two 24 unit buildings and one 12 unit building.)

(F) Lot area.

(1) Lot area (multiple) Every multiple family dwelling erected shall require a lot area of not less than 11,000 square feet for the first three dwelling units erected plus 1,500 square feet for each additional unit attached. (Ord. No. 64, Fourth Series)

(Proposed development will have a total of 60 units. Based on the above lot area need. The lot will need to be 96,500 sq.ft. Proposed Lot 1, Block 1, has 3.90 acres (169,884 sq.ft.).)

(G) Lot width and depth. (Ord. No. 64, Fourth Series)

(4) Lot width (multiple). Every lot upon which there is erected a multiple family dwelling shall require a minimum width of 100 feet at the building setback line. (Proposed subject property has a frontage of 649.66 feet)

(5) Lot Depth. Every lot upon which there is erected a single family dwelling, whether attached or detached, a two family dwelling; or a multiple family dwelling shall require a minimum depth of not less than 100 feet. (Proposed subject property has a minimum depth of 214 feet)

(H) Yard regulations. (Ord. No. 64, Fourth Series)

(1) Front yard. For all uses allowed there shall be a front yard of not less than 30 feet. Where a lot is located at the intersection of two or more streets there shall be a front yard on each street side. (Proposed development will meet this standard.)

(2) Side yard. For all uses allowed there shall be a side yard, on each side of the building, each not less than 10 feet in width, plus 1 additional foot for each side yard required for each 1 foot or fraction thereof of building height in excess of 30 feet. (Proposed development will meet this standard to all exterior property lines.)

(3) Rear yard. For all uses allowed there shall be a rear yard of not less than 25 feet. (Proposed development will meet this standard.)

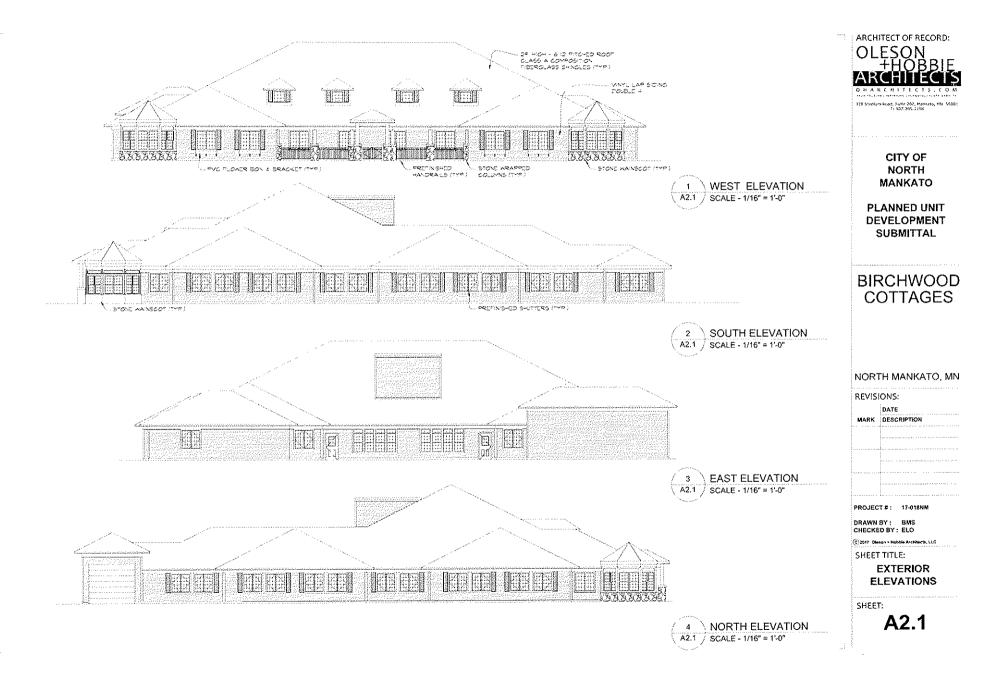
(I) Ground Coverage. Not more than 50% of a lot or plot shall be covered by all main and accessory buildings. (Ord. No. 64, Fourth Series)

(All proposed buildings will cover 25% of proposed Lot 1, Block 1 (3.90 acres).)

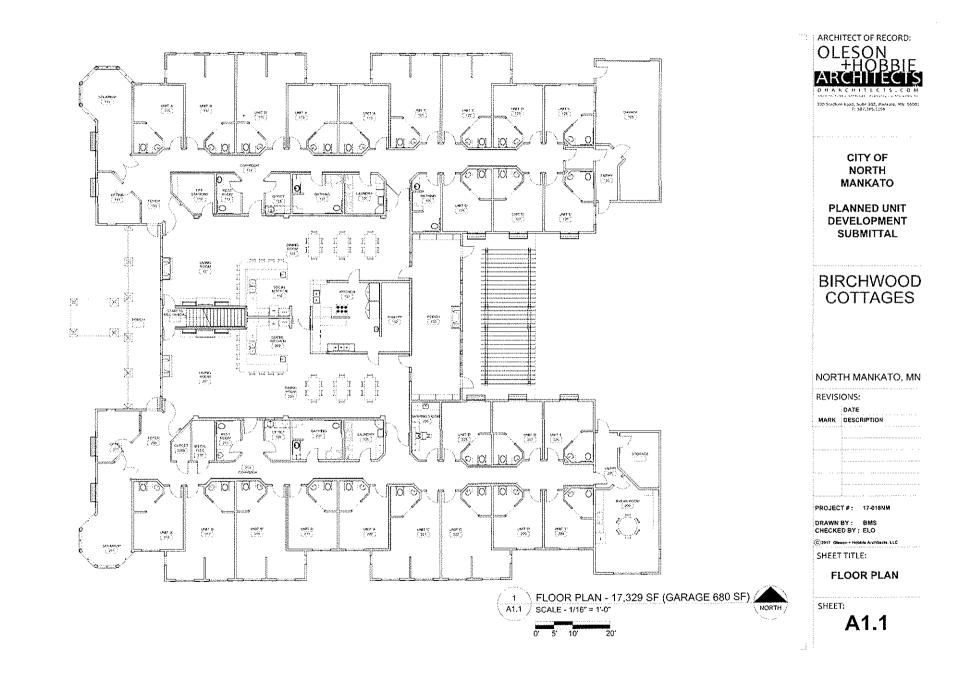
I. Additional Information: no additional information has been requested by the City of North Mankato at this time.



EXHIBIT E

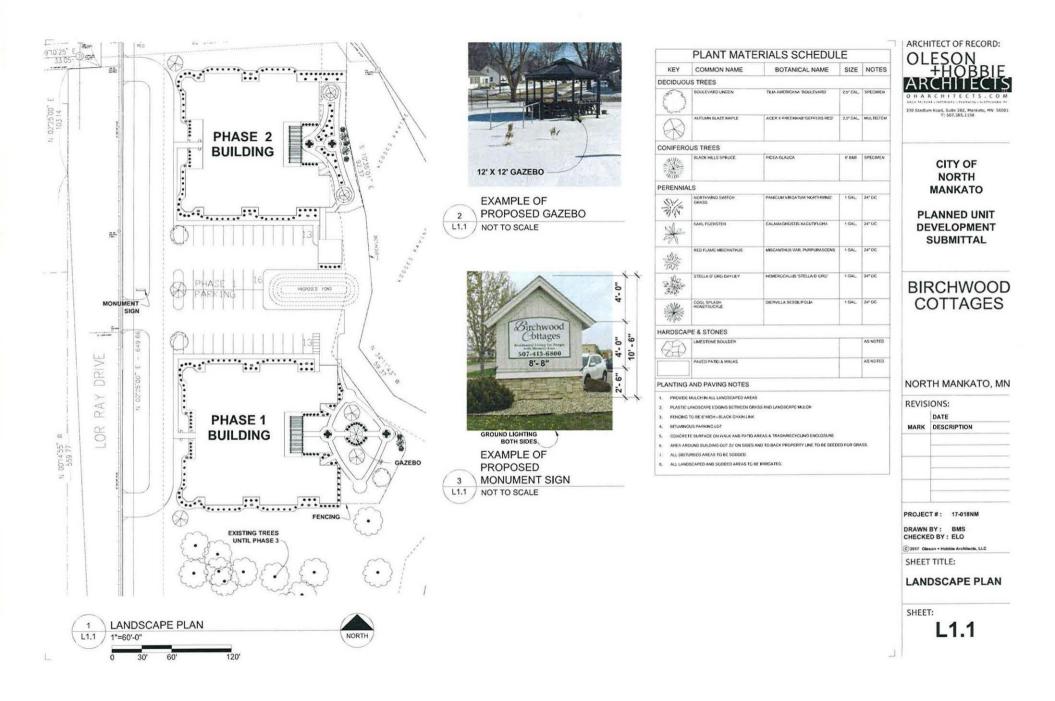


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5.







Real People. Real Solutions.

1960 Premier Drive Mankato, MN 56001-5900

> Ph: [507] 625-4171 Fax: [507] 625-4177 Bolton-Menk.com

## MEMORANDUM

Date: Revised April 27, 2017

To: Michael Fischer, City Planner City of North Mankato

From: Derek Olinger, P.E.

Subject: Revised Summary of Hydraulic Analysis Birchwood Cottages – North Mankato Project No.: M36.113033

This memo summarizes the stormwater management for the Birchwood Cottages project located northeast of the intersection of Lor Ray Drive and Lee Boulevard in the City of North Mankato, MN. The proposed site will create 1.4 acres of new impervious area. A filtration basin is recommended as part of the site design to meet the Minnesota Pollution Control Agency's (MPCA) construction stormwater permit requirements.

Autodesk's Storm and Sanitary Analysis 2016 was used to analyze the hydrologic and hydraulic conditions for the existing and proposed site. The Soil Conservation Service Technical Release No. 20 method was chosen because it can accurately model storage volumes and ponding durations for various storm events. For this study, the 2-, 10-, and 100-year, 24-hour rainfall events were modeled using Atlas 14 rainfall depths and a MSE 3 rainfall distribution.

### **Existing Conditions**

An abandoned farm site resides on the existing property. The north half of the site is grass-covered with small trees and shrubs along the west border. The south half of the site is wooded and has a house and several existing outbuildings. A steep ravine borders the property to the east which serves as the discharge point for runoff throughout the site.

The Soil Survey Geographic database (SSURGO) shows the onsite soils to be of soil type C/D, C and B/D. Figure 1 illustrates the drainage areas under existing conditions.

#### **Proposed Conditions**

The proposed development will disturb approximately 2.9 acres, creating 1.4 acres of new impervious area between Phases 1 and 2. A filtration basin will be constructed between the Phase 1 and 2 buildings to treat the proposed runoff. Onsite soils, as reported by SSURGO, are known to be clay that has minimal infiltration capacity. For the proposed analysis, it was assumed all soils performed hydraulically as soil type D. Clay soil waives all infiltration requirements per MPCA's construction stormwater permit.

The proposed site drains from west to east. Runoff within the site is directed to stormwater catch basins and curb flumes which them direct stormwater to the filtration pond. Storm sewer pipe sizes range between 12- and 15-inches in diameter.

The proposed filtration basin has been designed to treat the water quality volume (1.0" over the new impervious area, 0.117 ac-ft) and store up to the 100-year event. All rainfall events larger than the 100-

H:\WEMPENRY\_PR\M36113033\2\_Preliminary\REVIEW SUBMITTALS\Revised Planning Commision\_4-27-17\113033\_HydraulicMemo - 4-27-17 REVISION.docx Bolton & Menk is an equal opportunity employer. year will utilize an emergency overflow at elevation 997.5 ft. The proposed filtration basin will have a bottom elevation of 994.0 ft. The rim of the proposed outlet structure will have an elevation of 996.90 ft. All runoff stored below the rim of the outlet structure will be filtered using a 2-foot sand section and underdrain system. The proposed underdrain system will be connected to the proposed outlet structure. The drawdown time from the emergency overflow to the pond bottom is approximately 24 hours. The proposed structure will discharge to a new 12" storm pipe which connects to the City storm sewer system near the northeast corner of the site. Figure 2 shows the proposed drainage areas along with the proposed stormwater management system. It should also be noted that this design requires a minimum 75% of the proposed building roof surfaces to be directed to the filtration basin in order to meet rate control requirements.

Filtration Basin Design Requirements and Properties		
Area Flowing to Proposed Basin =	1.6	Acres
Basin Bottom (NWL) =	994.00	Ft.
New Impervious Area =	1.4	Acres
Required Water Quality Volume =	5080	Ft. <sup>3</sup>
Provided Water Quality Volume =	5100	Ft. <sup>3</sup>
Water Surface Elevation at Treatment Volume =	996.90	Ft.
Emergency Over Flow Elevation =	997.50	Ft.

Tabla 1

Table 1 summarizes the design requirements for the filtration basin.

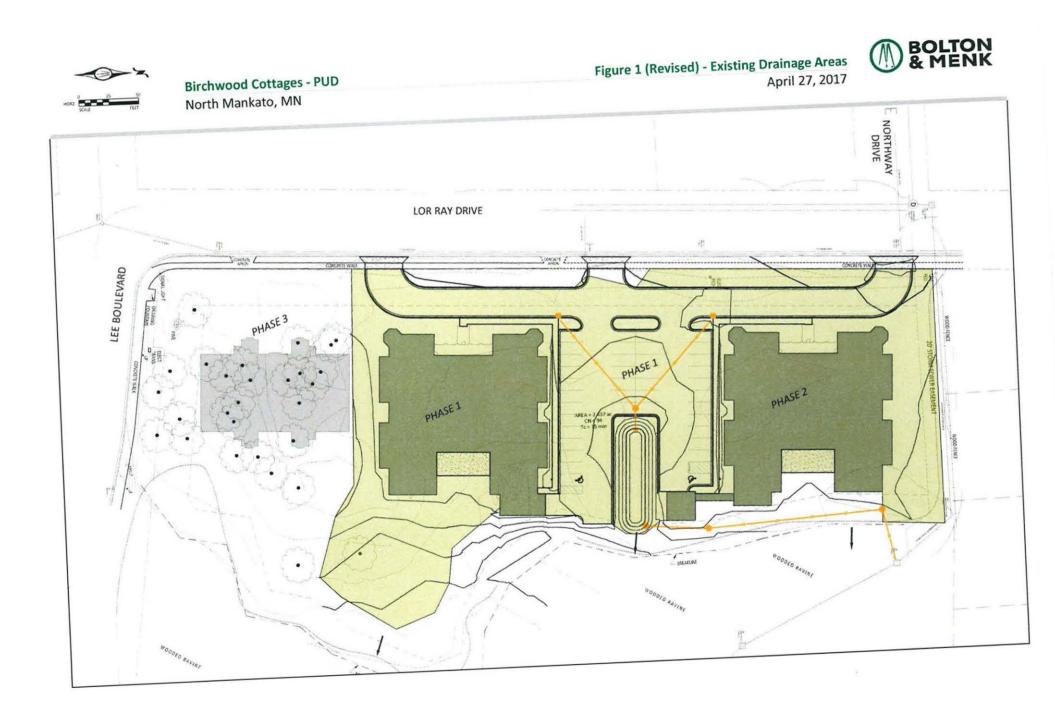
Table 2 summarizes the subject site's flow rates to the ravine east of the property for the existing and proposed conditions. The high water levels of the proposed filtration basin are also provided.

	<b>Existing Conditions</b>	Proposed Conditions	
Event	Peak Flow Rate to Ravine (cfs)	Peak Flow Rate to Ravine (cfs)	Proposed Basin HWL (ft.)
2-year (2.87")	4.1	4.1	995.50
10-year (4.29")	7.7	6.0	996.65
100-year (7.20")	15.3	10.5	997.38
10-year, back to back	10.1	6.9	996.76

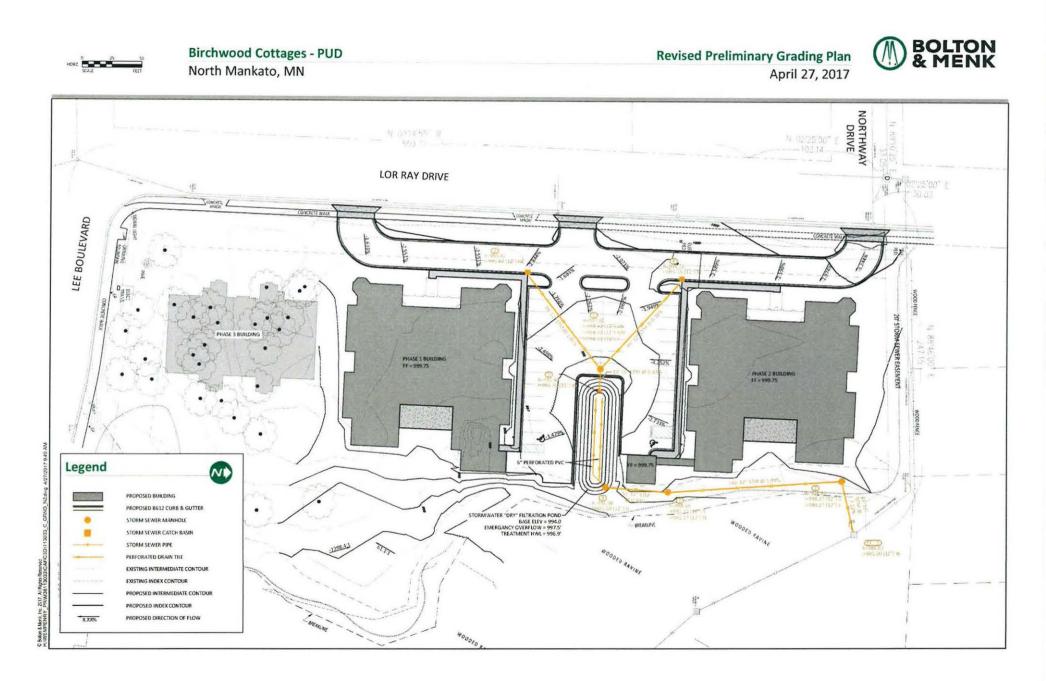
#### Table 2

For the purposes of this report, the increased impervious area associated with Phase 3 of the planned unit development was not accounted for in this design. Additional stormwater analysis and improvements will be required when and if this development occurs.

The proposed development has been designed to meet current MPCA and city stormwater management requirements. Flow rates from the proposed site will match or be less than existing condition utilizing the proposed filtration basin. Please review the following attachments and contact me with any questions or concerns you may have. I can be reached at 507.625.4171 or by email at derekol@bolton-menk.com.









## **Birchwood Cottages - PUD**

North Mankato, MN

**Revised Preliminary Site & Utility Plan** 



April 27, 2017

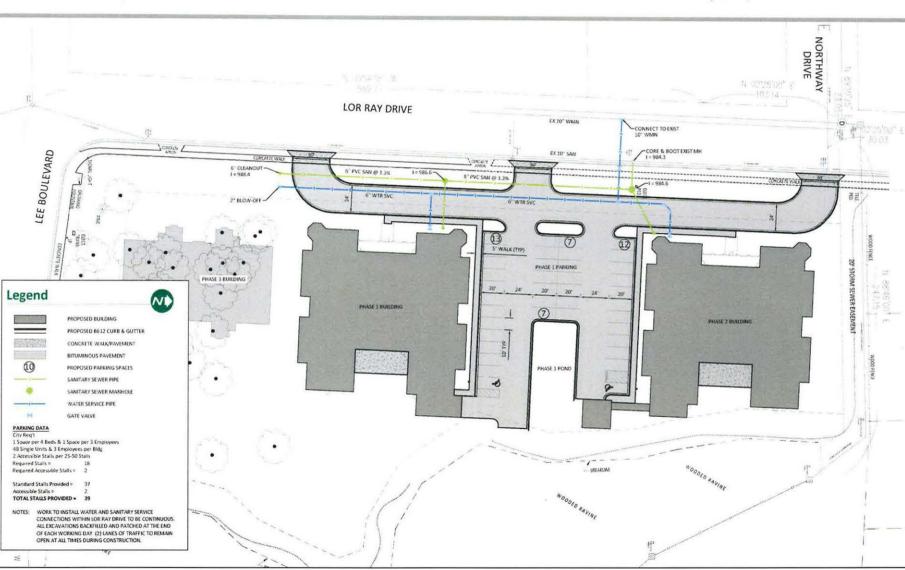


EXHIBIT G

**EXHIBIT H** 



March 24, 2017

Dear Sir/Madam;

My name is Dustin Lee and I am a co-founder of Cottages LLC. My partners and I have recently purchased the Tschohl Homestead at the corner of Lee Boulevard and Lor Ray Drive. North Mankato is a beautiful community and I'm proud to say my love for the community has grown deep over the years. My wife and I have raised our children in lower North Mankato, which we feel provides the benefits of small town living with the amenities of a larger community.

Cottages LLC are asking the city to allow a Planned Unit Development (PUD) on the Tschohl Homestead. Cottages LLC intends to develop one level town home style assisted living/memory care services. This will be an ideal cottage within your residential neighborhood outlined below:

- Aesthetically fit into the neighborhood.
- Preserve the majority of the old growth oak burr trees. This will allow an ideal setting for residential assisted living memory care residents being the only assisted living/memory care facility in the Greater North Mankato area to provide meaningful safe and secure access to the outdoors.
- Significantly less vehicle traffic when compared to multi-family housing.
- Employee work schedules will be different from key vehicle travel time's today reducing vehicle congestion.

The living environment is residential in scale and design – focused on household living. Each side of the town home is one level with12 bedrooms, its own kitchen, living room, and adjoining common area in the front and rear of building. The backyard will provide a strolling path and gazebo, within a secure landscaped courtyard.

The design team and I are working closely with city officials, neighbors and invested parties regarding this project. On Thursday March 30<sup>th</sup> at 6:00pm there will be a public meeting located at Messiah Lutheran Church located directly across the Tschohl property. At this time we will have site plans and can answer questions regarding the development of this vacant land.

Until then, if you have any questions you would like to address, please feel free to contact me at 507-720-2796. You may also write me at 720 Cornelia Street, North Mankato, MN 56003, or dustinmichaellee@yahoo.com.

Best Regards,

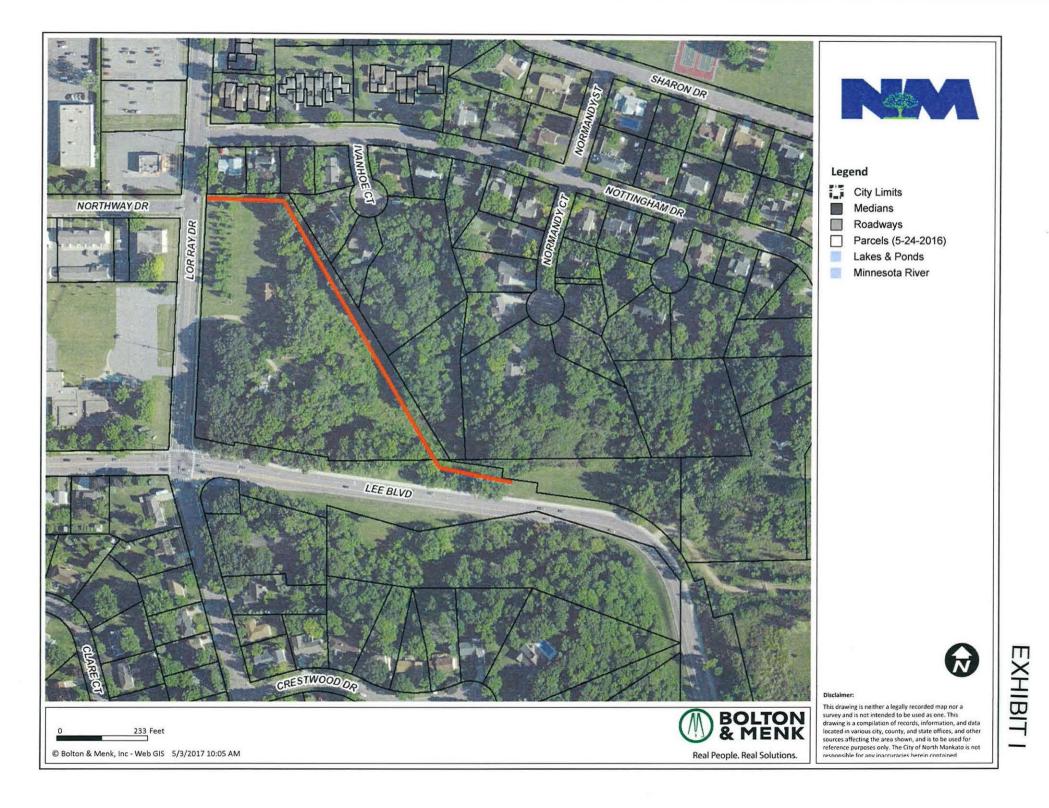
2

Dustin Lee, Co-Founder Cottages LLC

# SUMMARY FROM MARCH 30, 2017 NEIGHBORHOOD MEETING AT MESSIAH LUTHERAN CHURCH

# Attendees:

Bob & Doris Peterson – 1519 Lor Ray Drive





April 28, 2017

Dear Resident:

The City of North Mankato has received a Conditional Use Permit request from Cottage Properties of Mankato to create a Planned Unit Development (PUD) on the property at the intersection of Lee Boulevard and Lor Ray Drive addressed a 1610 Lor Ray Drive. A PUD is a type of development not subject to standard zoning requirements which can provide flexibility and innovation for subdivision design. Enclosed is a proposed layout of the development which consist of two (2) senior assisted living buildings and one (1) potential future senior assisted living building.

This request will be considered by the Planning Commission on Thursday, May 11, 2017 and by the City Council on Monday, May 15, 2017. Both meetings begin at 7:00 p.m. in the Municipal Building Council Chambers located at 1001 Belgrade Avenue.

As a nearby resident, you have the opportunity to comment on the PUD application. You may send written comments prior to the May 11, 2017 meeting or appear at either or both meetings.

Sincerely,

THE CITY OF NORTH MANKATO

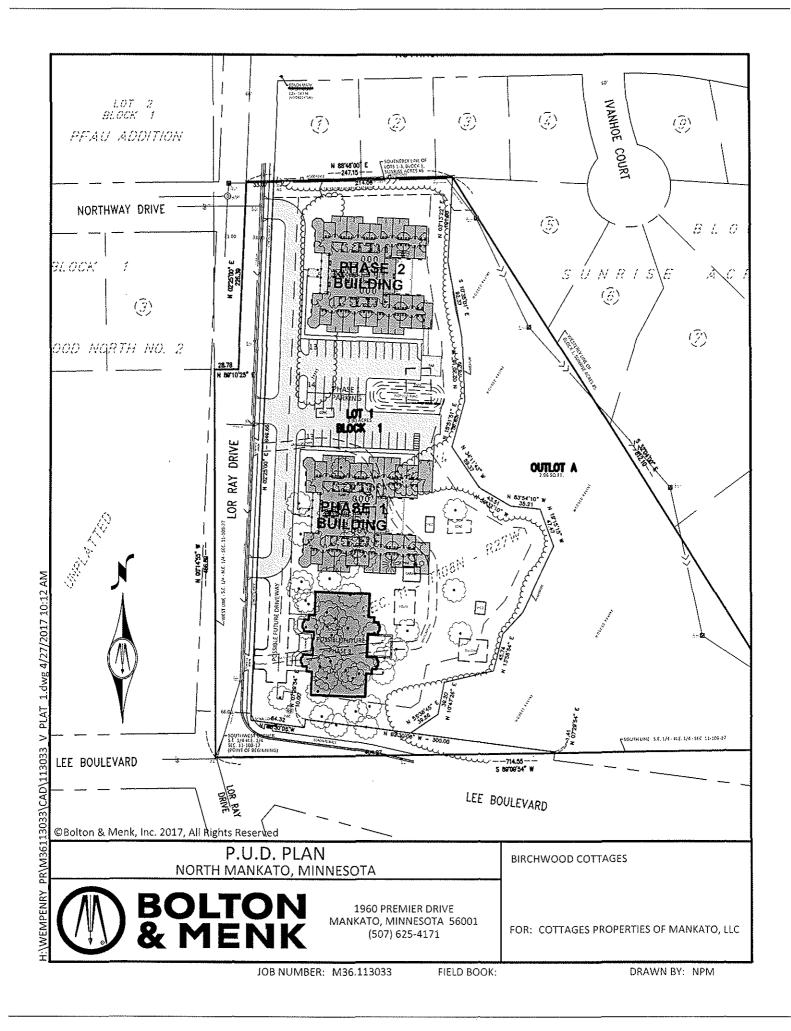
michel Fish

Michael Fischer Community Development Director

Enc.







## Christophe Veltsos 1517 LorRay Drive North Mankato, MN 56003

Marcia Irene McConville 1637 Nottingham Drive North Mankato, MN 56003

Olson Family Investments LLC 100 Amber Lane Mankato, MN 56001

Jared M Blank 1648 Nottingham Drive North Mankato, MN 56003

Bernard A Brown 1640 Nottingham Drive North Mankato, MN 56003

Patricia A Towner 1674 LorRay Drive North Mankato, MN 56003

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

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

Marjorie A Fitterer 409 Normandy Court North Mankato, MN 56003

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

#### CU-1-17

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

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

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

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

Kelly Huggins 1632 Nottingham Drive North Mankato, MN 56003

Lindsey Messinger 1516 LorRay Drive North Mankato, MN 56003

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

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

Sharon Prochaska 405 Normandy Court North Mankato, MN 56003

Richard N & Bonita G K Swanson 204 Crestwood Drive North Mankato, MN 56003 Mayo Clinic Health System 1026 Marsh Street Mankato, MN 56001

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

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

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

Ervin O Funk 1638 Nottingham Drive North Mankato, MN 56003

Edwin J Pfeffer 1621 Nottingham Drive North Mankato, MN 56003

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

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

Craig Theuninck 1424 Shoreway Drive Kasota, MN 56050

Carl O & Rita R Schoenstedt 110 Crestwood Drive North Mankato, MN 56003 Brian Haack 1670 LorRay Drive North Mankato, MN 56003

Ryan M Sathoff 1630 Nottingham Drive North Mankato, MN 56003

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

Thomas J Fallenstein 114 Crestwood Drive North Mankato, MN 56003 Gary P & Mary Ann Endersbe 501 Ivanhoe Court North Mankato, MN 56003

Karen Perosi 200 Crestwood Drive North Mankato, MN 56003

Messiah Lutheran Church 1706 Lee Boulevard North Mankato, MN 56003

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

Thomas J & Karen S Rekstein 208 Crestwood Drive North Mankato, MN 56003 Ronald L. Goodrich 1518 LorRay Drive North Mankato, MN 56003

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

Eunice D Schulz 1646 Nottingham Drive North Mankato, MN 56003

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

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

# **CITY OF NORTH MANKATO**

# **REQUEST FOR COUNCIL ACTION**



Agenda Item #10D	Department: Community Dev.	Council Meeting Date: 5/15/17
TITLE OF ISSUE: Consider Approv Properties of Mankato.	ing Preliminary Plat of Birchwood	Cottages; A Request from Cottage
r roperties of Mankato.		
		view the Planning Commission Report. If additional space is required, attach a separate sheet wood Cottages; A Request from Cottage
	SUPPORTI	NG DOCUMENTS ATTACHED
Mating Day		
Motion By: Second By:	Resolution Ordinan	ce Contract Minutes Map
Vote Record: Aye Nay Norland	Other (specify)	Report
Freyberg		Report
Whitlock		
Steiner Dehen		
Workshop	Refer	to:
X Regular Meeting	Table	until:
Special Meeting	Other	:

PRELIMINARY PLAT OF BIRCHWOOD COTTAGES A REQUEST FROM COTTAGE PROPERTIES OF MANKATO

# THE CITY OF NORTH MANKATO

SUBJECT:	Preliminary Plat of Birchwood Cottages
APPLICANT:	Cottage Properties of Mankato, LLC
LOCATION:	1610 Lor Ray Drive
EXISTING ZONING:	R-3A, Medium Density Residential
DATE OF HEARING:	May 11, 2017
DATE OF REPORT:	May 4, 2017
REPORTED BY:	Mike Fischer, Community Development Director

## <u>APPLICATION SUBMITTED</u> Request to replat part of Section 11-108-27 as Birchwood Cottages

# **COMMENT**

The applicant has recently purchased the property located at the intersection of Lor Ray Drive and Lee Boulevard addressed as 1610 Lor Ray Drive (former Tschohl property). The property, which has never been formally platting, consist of 7.80 acres as follows:

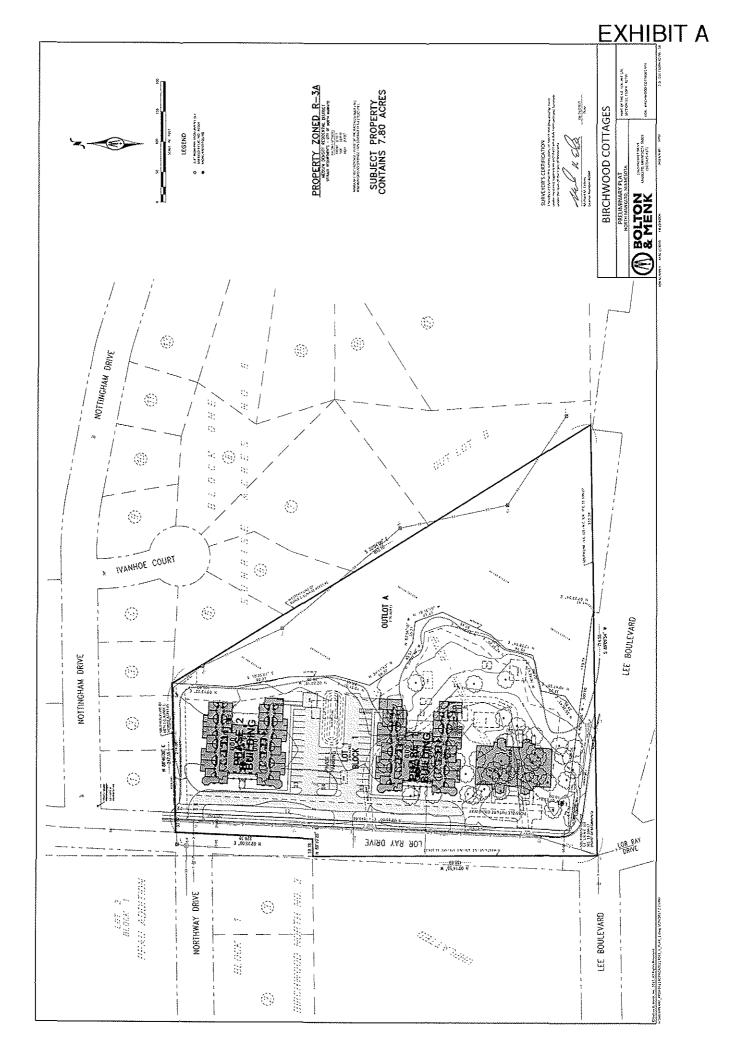
Lot 1, Block 1 – 3.90 acres Outlot A (ravine) – 2.96 acres Right of Way - .94 acres

As part of the PUD application, the applicant is requesting for Preliminary Plat consideration of Birchwood Cottages as shown on Exhibit A. All buildings, parking and storm water management will be located on Lot 1 and Outlot A would be deeded to the City as ravine property.

Upon approval of the Preliminary Plat, a Final Plat will be submitted to the Planning Commission in June of 2017.

## RECOMMENDATION

Staff recommends approval of the Preliminary Plat of Birchwood Cottages



# **CITY OF NORTH MANKATO**

# **REQUEST FOR COUNCIL ACTION**



Agenda Item #10E	Department: Community Dev.	Council Meeting Date: 5/15/17
TITLE OF ISSUE: Consider Approvin Farms & North Mankato Port Authori		Northport No. 20; A Request from Timm
BACKGROUND AND SUPPLEMENT		
REQUESTED COUNCIL ACTION: A Timm Farms & North Mankato Port A		If additional space is required, attach a separate sheet lat of Northport No. 20; A Request from
		ING DOCUMENTS ATTACHED
Motion By: Second By:	Resolution Ordinar	ce Contract Minutes Map
Vote Record: Aye Nay Norland Freyberg Whitlock Steiner Dehen	Other (specify)	Report
Workshop	Refer	to:
X Regular Meeting		until:
Special Meeting	Other	: 

# PRELIMINARY & FINAL PLAT OF NORTHPORT NO. 20 A REQUEST FROM TIMM FARMS & NORTH MANKATO PORT AUTHORITY

# THE CITY OF NORTH MANKATO

SUBJECT:	Preliminary & Final Plat of Northport No. 20
APPLICANT:	Timm Farms/North Mankato Port Authority
LOCATION:	Part of Section 3-108-27/Parcel 3S1 of Nicollet County Right of Way Plat No. 26
EXISTING ZONING:	Agricultural
DATE OF HEARING:	May 11, 2017
DATE OF REPORT:	May 4, 2017
REPORTED BY:	Mike Fischer, Community Development Director

### APPLICATION SUBMITTED

Request to replat part of Section 3-108-72 and Parcel 3S1 of Nicollet County Right of Way Plat No. 26

### <u>COMMENT</u>

The Port Authority is in the process or purchasing 50.134 acres of vacant property from Timm Farms for future industrial development. The location is shown on Exhibit A. The property is in the process of being annexed into the City limits. The Port Authority has ownership of a parcel of land platted as Parcel 3S1 of Nicollet County Right of Way Plat No. 26 which is located adjacent to the Timm Farms property at the intersection of Rockford Road and Carlson Drive. As proposed, the two properties would be platted as Northport No. 20. The Preliminary Plat is shown on Exhibit B and the Final Plat as Exhibit C. Upon successful purchase and annexation of the property, the Port Authority would sell Lot 1, Block 1 and Lot 1, Block 2 to accommodate two new industrial developments. Outlots A and C would be reserved for future development and Outlot B would be reserved for a potential new roadway.

## RECOMMENDATION

Staff recommends approval of the Preliminary and Final Plat of Northport No. 20 contingent on successful purchase of the property by the Port Authority and successful annexation of the property.

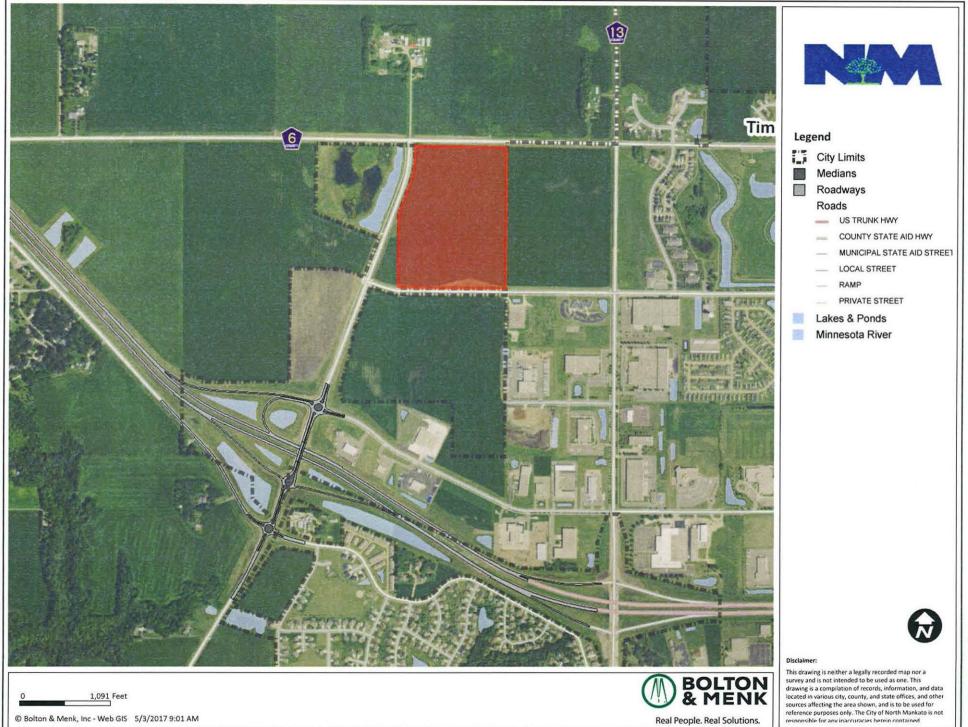
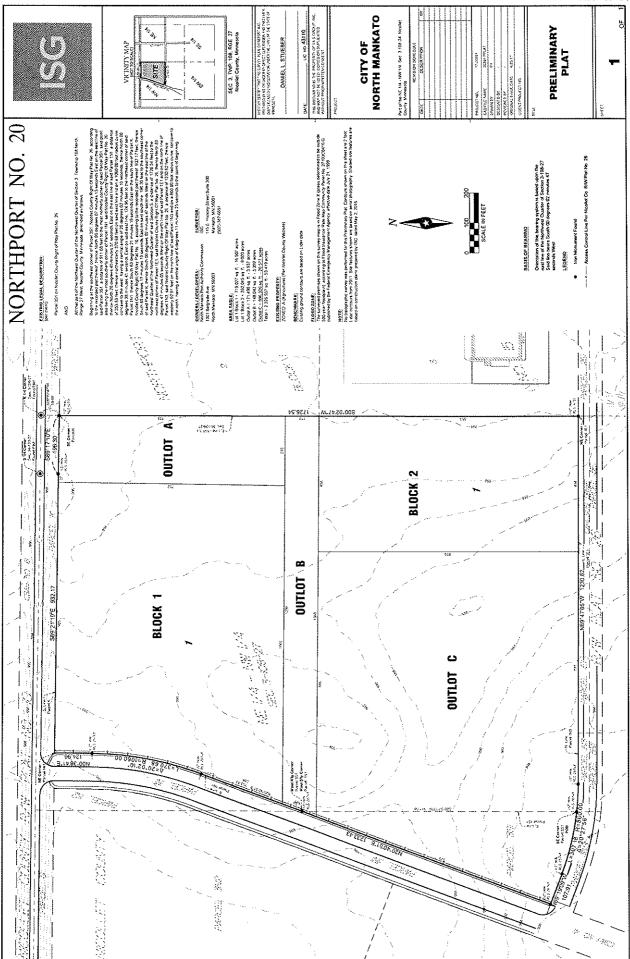
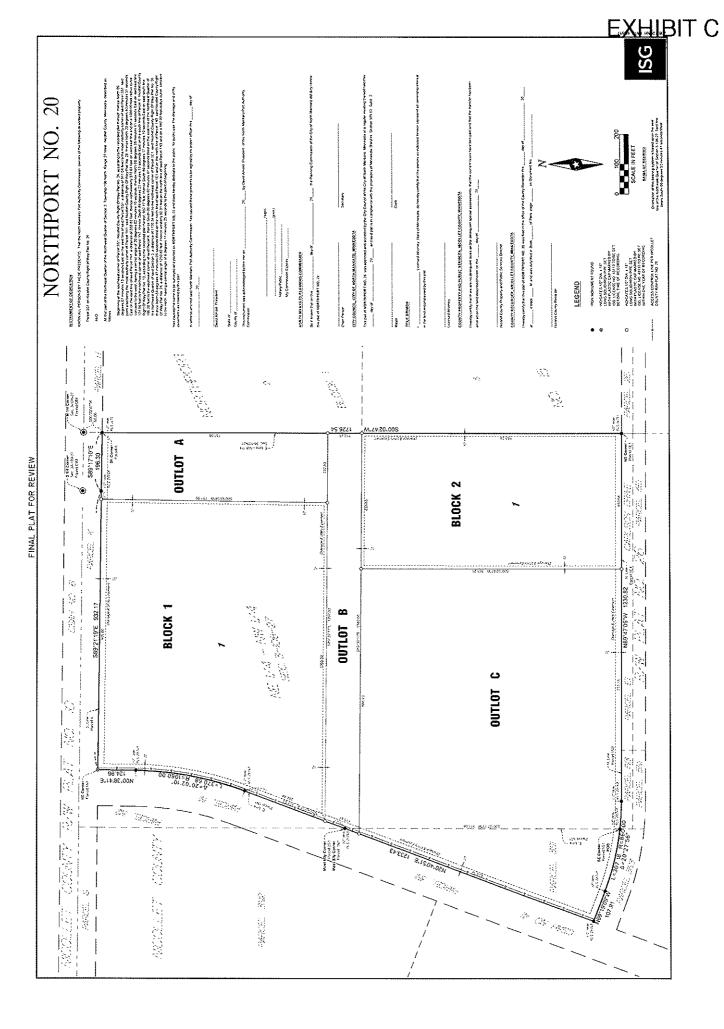


EXHIBIT A

# EXHIBIT B





## **CITY OF NORTH MANKATO**

## **REQUEST FOR COUNCIL ACTION**



Agenda Item	#10F	Department: Community Dev.	Council Meeting Date: 5/15/17
			A Request from Timm Farms and North es, Zoning Northport No. 20 as M-2, Heavy
REQUESTEI		Approve Zoning Application Z-2	eview the Planning Commission Report. If additional space is required, attach a separate sheet -17 and Adopt Ordinance No. 89, Fourth
Motion By: Second By:		Resolution Ordina	
Vote Record:	Aye Nay Norland Freyberg Whitlock Steiner Dehen		Report
	Workshop	Refe	er to:
X	Regular Meeting	Tab	le until:
	Special Meeting	Othe	er:

### ORDINANCE NO. 89, FOURTH SERIES AN ORDINANCE OF THE CITY OF NORTH MANAKTO, MINNESOTA AMENDING NORTH MANKATO CITY CODE, CHAPTER 156, ENTITLED "ZONING CODE", BY CHANGING THE ZONING DISTRICT MAP AND, BY ADOPTING BY REFERENCE NORTH MANKATO CITY CODE, CHAPTER 10 AND SECTION 10.99 WHICH, AMONG OTHER THINGS, CONTAIN PENALTY PROVISIONS

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

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

1. Zone Northport No. 20 as M-2, Heavy Industrial.

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

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

Adopted by the Council this 15<sup>th</sup> day of May 2017.

Mayor

ATTEST:

City Clerk

## Z-2-17 A REQUEST FROM TIMM FARMS & NORTH MANKATO PORT AUTHORITY

### THE CITY OF NORTH MANKATO

SUBJECT:	Z-2-17
APPLICANT:	Timm Farms/North Mankato Port Authority
LOCATION:	Northport No. 20
EXISTING ZONING:	Agriculture
DATE OF HEARING:	May 11, 2017
DATE OF REPORT:	May 4, 2017
REPORTED BY:	Mike Fischer, Community Development Director

### **APPLICATION SUBMITTED**

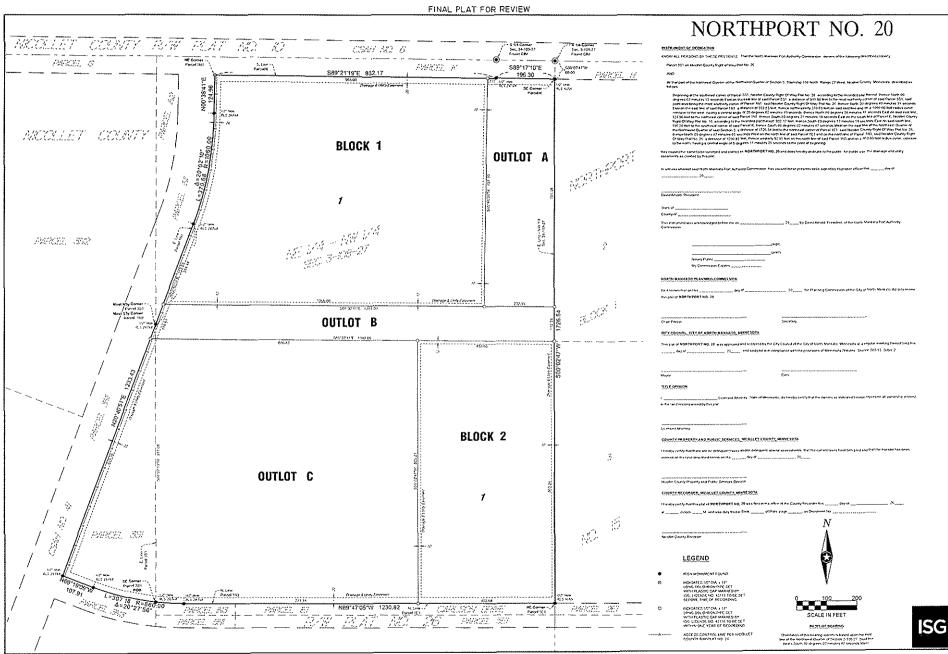
Request to zone Northport No. 20 as M-2, Heavy Industrial

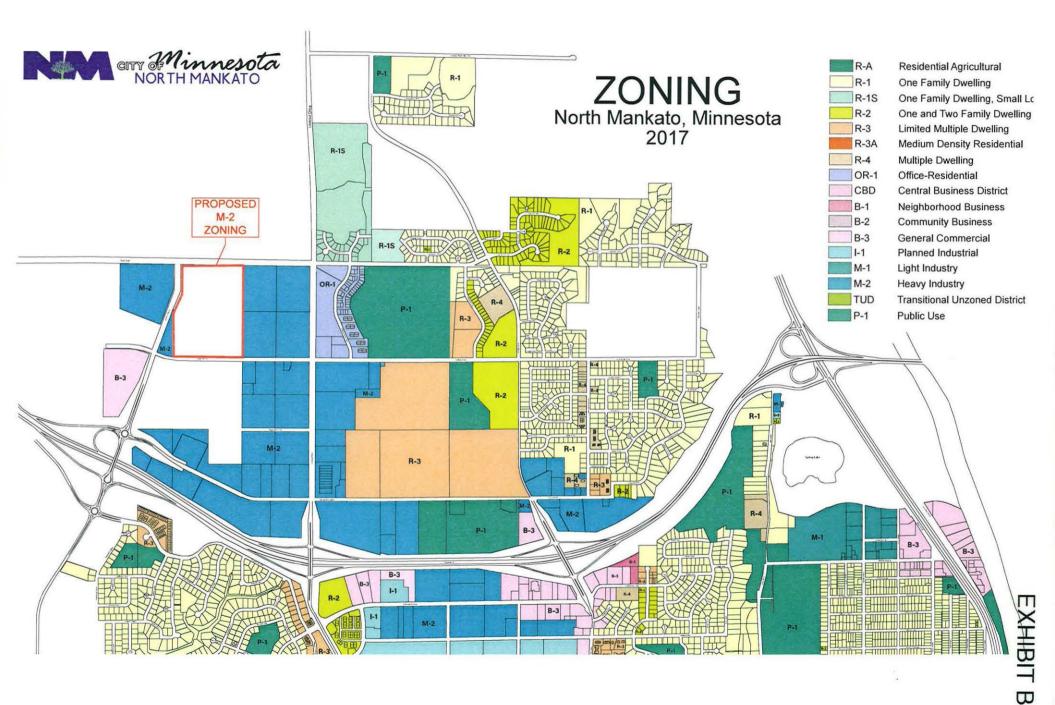
### <u>COMMENT</u>

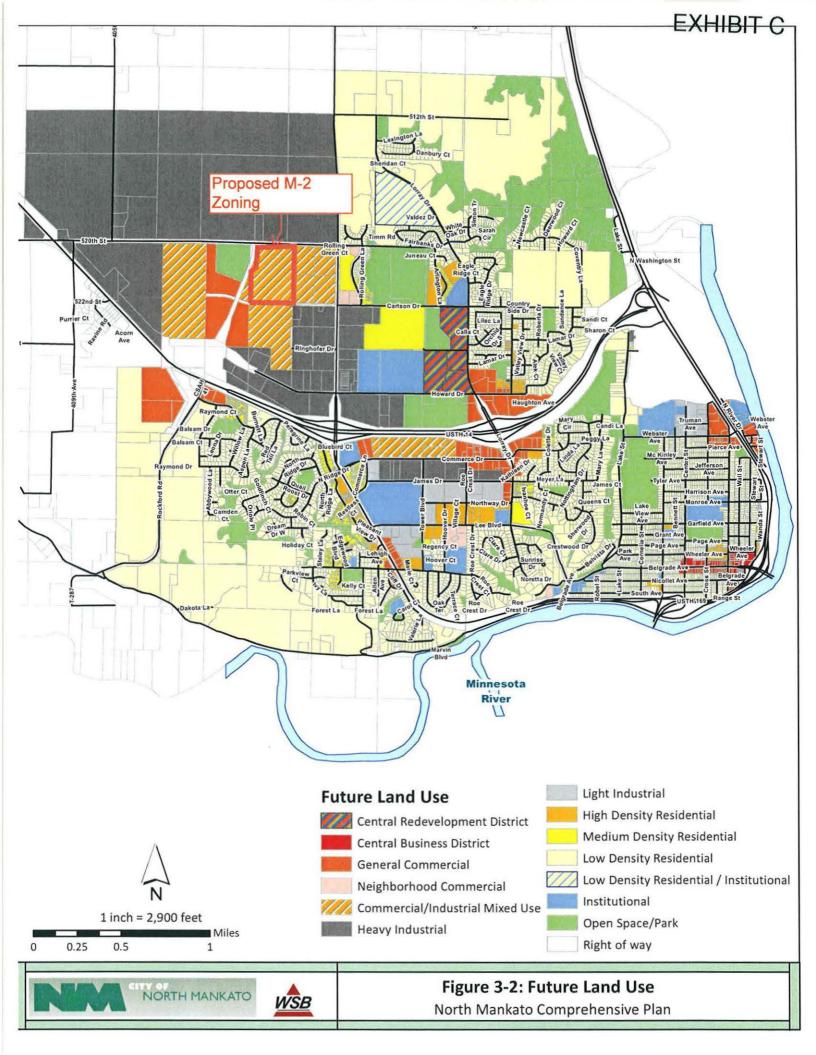
The applicants are requesting to formally zone Northport No. 20 as M-2, Heavy Industrial to accommodate future industrial development. Northport No. 20 is shown on Exhibit A. As the property is being annexed in to the City limits, it is necessary to provide a zoning classification based on the intended future use. The location of the property on the Zoning Map is shown on Exhibit B. The proposed M-2 zoning classification of consistent with existing area zoning. Exhibit C shows the location of the property on the Future Land Use Map. The proposed M-2 zoning is consistent with the guided Commercial/Industrial Mixed Use as shown on the Future Land Use Map.

### RECOMMENDATION

Staff recommends approval of Z-2-17 contingent upon purchase of the property by the Port Authority and successful annexation of the property.









April 28, 2017

Dear Property Owner:

The City of North Mankato has received a request from the North Mankato Port Authority and Timm Farms to provide a zoning classification of M-2, Heavy Industrial for land shown on the attached map. The zoning classification is requested as the property is being annexed into the North Mankato City Limits.

This zoning request will be considered by the Planning Commission on Thursday, May 11, 2017 and by the City Council on Monday, May 15, 2017. Both meetings begin at 7:00 p.m. in the Municipal Building Council Chambers located at 1001 Belgrade Avenue.

As a nearby property owner, you have the opportunity to comment on the zoning request. You may send written comments by May 11, 2017 or attend either or both meetings.

Sincerely,

THE CITY OF NORTH MANKATO

michel Fisih

Michael Fischer Community Development Director

Enc



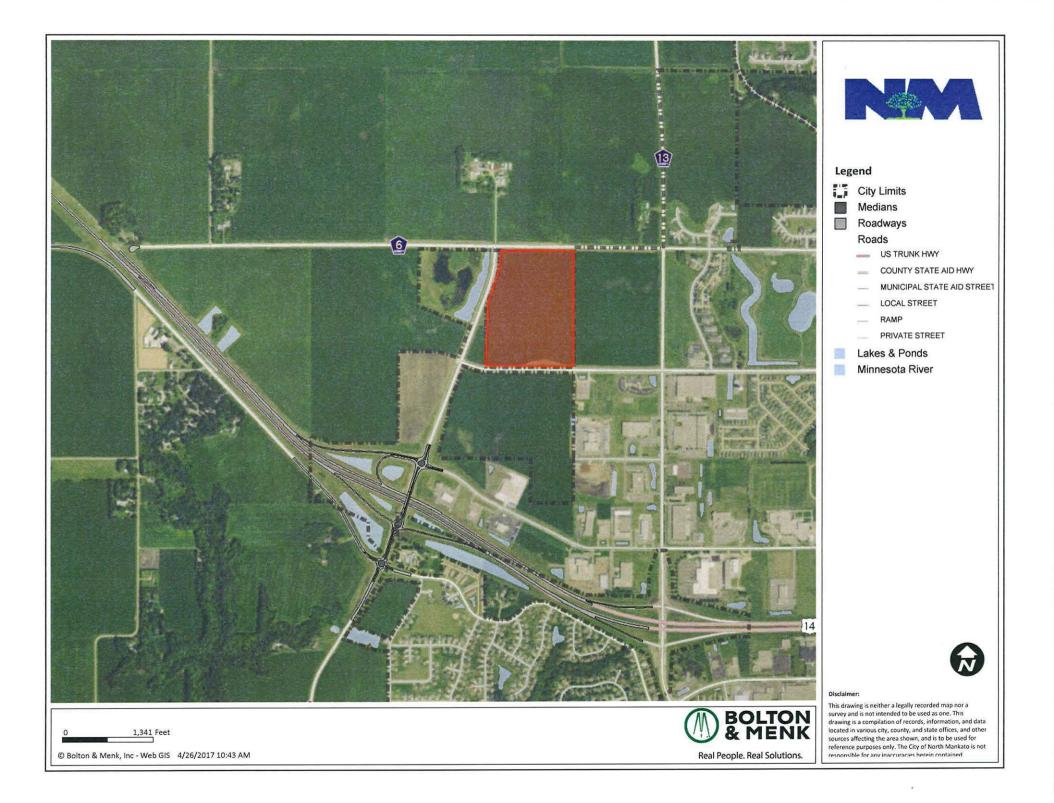


BUI Properties of Minnesota, LLC 4334 Daentl Road De Forest, WI 53532

South Central Service Coop 2075 Lookout Drive North Mankato, MN 56003 Patrick J Bowen Etal 316 N Redwood Drive Mankato, MN 56001

Benco Electric Cooperative 20946 549<sup>th</sup> Avenue Mankato, MN 56001 Burnett Properties, LLLP 16738 State Hwy 66 Good Thunder, MN 56037

HH Partnership 23640 Trails End Lane Cleveland, MN 56017



### NO. Z-2-17

### Application for REZONING

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

LEGAL DESCRIPTION OF PROPERTY	;			
Lot #		Block #		
		_ Address		
APPLICANT:		•		
Name Timm Farms / North Mankato Port Auth	ority Address	3	Phone	;
PROPERTY OWNER (If Other Than App				
Name	Address	3	Phone	L
CURRENT ZONING: AG CURREN	<u>NT USE OF P</u>	ROPERTY: Agricultural		
PROPOSED ZONING: M-2, Heavy Ind	ustrial			
REASON ZONING CHANGE NEEDED	: Property k	peing annexed into City	limits for indu	ustrial development
REQUEST PREVIOUSLY CONSIDERE	<u>D</u> ? Yes	No_X_If Yes, date		_
Comments:				
SUPPORTING DOCUMENTS:				
Required	Attached		Required	Attached
Plot Plan		Comment Letters		
Floor Plan	***********	Performance Test		
Landscaping Plan	Market State Stat	Petition		
Parking/Loading Plan		Development Schedule		Antipage and a second
Survey	-	Proposed Regulations		
Other				
FEES: Application Fee \$_335.00				
Notice Charge # <u>6</u>	) \$ <u>2.00</u>	= \$ 12.00		
Total Fee \$ <u>347.00</u>	Recei	pt #		
I hereby certify that the information both				et and true.

Signature of Applicant \_\_\_\_\_

Pursuant to the requirements of Chapter 156 of the North Mankato City Code, this application was received by me or my duly designated representative on April 24, 2017, and I hereby certify that this application meets all the necessary application requirements.

Signature of Zoning Administrator         PLANNING COMMISSION ACTION:         Date         May 11, 2017				_Date
			Date_May 11, 2017	
Ap	proved 2	Additional	Conditions:	
De	enied	Reason:		
CITY COUNCIL A	ACTION:		Date May 15, 2017	
Ap	proved	Additional	Conditions:	
De	enied	Reason:		
OTHER COMME	<u>NTS</u>			
STATE OF MINN COUNTY OF NIC CITY OF NORTH	OLLET	) )		

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

WITNESS my hand and the official seal of said City of North Mankato this \_\_\_\_\_ day of , 20\_\_\_\_,

City Clerk, City of North Mankato

## **CITY OF NORTH MANKATO**

## **REQUEST FOR COUNCIL ACTION**



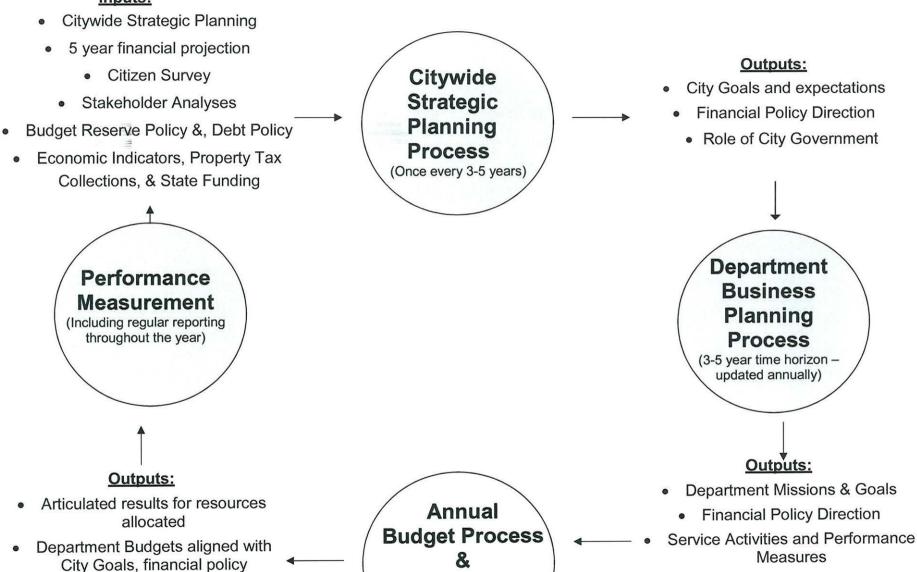
Agenda Item #10G	Department: Finance	Council Meeting Date: 5/15/17
TITLE OF ISSUE: Review Dra	't Annual Budget Process.	
Annual Budget Process that wil	integrate with the City Counci orth Mankato has the opportun	inance Director Kevin McCann will propose an l's strategic planning, department planning and ity to change the way it plans for the future and to n.
REQUESTED COUNCIL ACT	ON: Review Draft Annual Bud	If additional space is required, attach a separate sheet get Process.
Motion By:		PPORTING DOCUMENTS ATTACHED Ordinance Contract Minutes Map
Second By:		
Free WI Stee	rland Other (sp yberg hitlock	Decify) Draft Budget Process
Workshop		Refer to:
X Regular Meeting		Table until:
Special Meeting		Other:

## DRAFT Annual Budget Processes

## Inputs:

direction, and department mission

& goals



10 Year

CIP

• Finance Plan, Workforce Plan, Technology Plan, Facilities Plan

## DRAFT City of North Mankato FY 2018 Budget

### Key Budget Processes

Setting goals and objectives for the City of North Mankato is one of the most important responsibilities the Mayor and City Council have. These priorities are articulated and discussed through a number of different means: Citywide strategic planning, department goals and objectives, the annual budget process, and performance measurement.

The diagram on the previous page illustrates the linkages among these key City processes. By fully integrating strategic planning and department planning, budgeting and performance measurement, North Mankato has the opportunity to change the way it plans for the future and to ensure its efforts and resources are aligned in the same direction.

### **Citywide Strategic Planning**

Strategic planning is a process in which an organization sets its long term future direction. It is a tool for assessing its current and future environment and for ensuring the organization's energies are focused toward achieving strategic goals.

In March 2017, the Mayor and the City Council conducted a strategic planning session on their Goals and Expectations for the next two years. This strategic plan serves as a guide by which all other policy decisions should be assessed. As elected officials and department heads make decisions throughout the year, they should be asking: "Does this support the City's strategic plan?"

### **Department Business Planning**

The development of the strategic plan is intended to provide clear direction for departments' planning efforts. Through the strategic planning process, departments have been given direction as to City priorities and their projected level of resources over the next several years, and now have the opportunity to structure their department plans accordingly. A department's plan will articulate the alignment of its services with the strategic plan.

Department planning is a process that provides both strategic and tactical direction to City departments. A department plan is a mid-range plan (5-year planning horizon) that aligns department services with City strategic goals. A department plan addresses what the department does; what it is trying to achieve; who are its customers; how it will utilize its resources to achieve its goals; and how it will know when it has been successful. Department Planning is one of the key City processes intended to ensure the alignment of City efforts with its priorities. A well-developed, focused department plan has the potential to assist departments in:

- Focusing their efforts on core mission and services and alignment with City Goals.
- Managing their resources.
- Measuring their results.
- Improving how departments convey what they do, what they accomplish, and what their business strategies are.

### The Annual Budget Process

After the strategic planning process, departments develop their projected level of financial resources needed to meet their department plans in accordance with the strategic plan. Resource allocations will flow from the department plans – departments' annual budgets then will flow from their longer-term financial plans.

The Mayor and City Council will articulate their priorities for the upcoming year by allocating City financial resources based on the input of the department heads recommendations and available resources to meet the goals of the strategic plan. As North Mankato moves toward better integration of its key City processes, the annual budget process should become more straightforward.

### **Performance Measurement**

Performance Measurement is how we know when we have done the right things to achieve our goals and how we know when we have done those things right. A successful performance measurement system can lead to continuous improvement of program performance, improved customer service, strengthened accountability, and empowered employees.

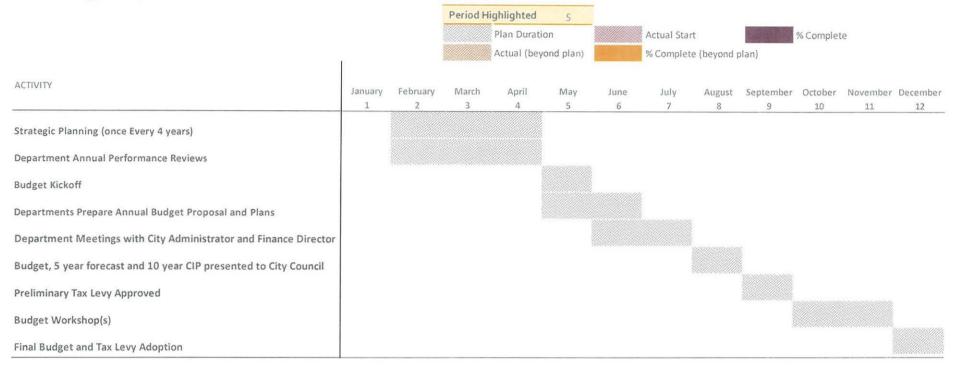
Performance measurement has played a significant role in the development of the budget. The format of the department narratives in the budget highlights departments' performance measurement information, including key outcome/quality of life measures. All departments have made concerted efforts to further develop and improve their performance measures as part of this process. As departments update their business plans in future years, they will have the opportunity to strengthen their performance data.

By including performance data in the budget process, the City stands to significantly improve its budget discussions. Performance measures can assist in keeping budget discussions focused on expected outcomes, allowing for greater creativity in how those outcomes are achieved. Finally, performance measures can give both the policy makers and department management the language they need to have a discussion about what resources are needed and why.

### Strategic and Budget Calendar

The calendar on the following page maps out how these processes are sequenced during the year.

# **Budget** Calendar



### **Police Department**

Leader: Chief of Police

**Description:** The primary purpose of the Police Department is the preservation of peace and the protection of life and property against attacks by criminals and injury by the careless and inadvertent offender. In addition, the Department is charged with the enforcement of a wide variety of state and local laws, ordinances, and regulations.

### Services Provided:

- Enforce laws of the city and state
- Provide resource officers in schools
- Participate in Crisis Intervention Training
- Conduct Citizens Police
   Academy
- Participate on Tri-City SWAT
- Facilitate Crime Free Multi-Housing

### Accomplishments:

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### Future Challenges:

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- Participate in the Child Abduction Response Team (CART)
- Conduct Alcohol/Tobacco Compliance Training
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### **Budgeted Positions**

There are no changes in budgeted positions in 2015.

			2016	Budgeted
Department	Job Classification	2015		2017
Police	Administrative Secretary			
	Administrative Specialist			
	Community Service Officer			
	Police Records Supervisor			
	Police Records Specialist			
	Police Records Clerk			
	Crime Prevention Specialist			
	Community Service Specialist			
	Crime Analyst			
	Civilian Total			
	Police Captain			
	Police Chief			
	Police Officer			
	Police Sergeant			
	Sworn Officers			
	Department Total:			

### Facility and Equipment Needs

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### Performance Measures:

Measure	2014	2015	2016
Total crime			<u>.,</u>
Total calls for service (not including crimes)			
Officer self- initiated Activity			

### **Budget Summary:**

## **CITY OF NORTH MANKATO**

## **REQUEST FOR COUNCIL ACTION**



Agenda Item #10H	Department: Administration	Council Meeting Date: 5/15/17
TITLE OF ISSUE: Receive National	Citizen Survey Results.	
41		
BACKGROUND AND SUPPLEMEN	NTAL INFORMATION: Admin	istrator Harrenstein will provide a review of
the National Citizen Survey process a		L
REQUESTED COUNCIL ACTION:	Receive National Citizen Survey	If additional space is required, attach a separate sheet
KEQUESTED COUNCIL ACTION.	Receive Hattonal Childen Survey	ittsuits.
	SUPPOR	TING DOCUMENTS ATTACHED
Motion By:	Resolution Ordir	ance Contract Minutes Map
Second By:		
Vote Record: Aye Nay Norland	Other (specify)	National Citizen Survey Results
Freyberg Whitlock		
Steiner	`	
Dehen		
Workshop	Re	fer to:
X Regular Meeting	Ta	ble until:
Special Meeting	Oth	ner:

# THE NCS<sup>™</sup> The National Citizen Survey<sup>™</sup>

# North Mankato, MN

Community Livability Report

DRAFT 2017



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The National Citizen Survey™ © 2001-2017 National Research Center, Inc.

The NCS<sup>™</sup> is presented by NRC in collaboration with ICMA.

NRC is a charter member of the AAPOR Transparency Initiative, providing clear disclosure of our sound and ethical survey research practices.

# About

The National Citizen Survey<sup>™</sup> (The NCS) report is about the "livability" of North Mankato. The phrase "livable community" is used here to evoke a place that is not simply habitable, but that is desirable. It is not only where people do live, but where they want to live.

Great communities are partnerships of the government, private sector, community-based organizations and residents, all geographically connected. The NCS captures residents' opinions within the three pillars of a community (Community Characteristics, Governance and Participation) across eight central facets of community (Safety, Mobility, Natural Environment, Built Environment, Economy, Recreation and Wellness, Education and Enrichment and Community Engagement).

The Community Livability Report provides the opinions of a representative sample of 534 residents of the City of North Mankato. The margin of error around any reported percentage is 4% for the entire sample. The full description of methods used to garner these opinions can be found in the *Technical Appendices* provided under separate cover.

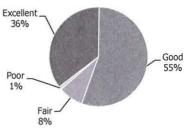


# **Quality of Life in North Mankato**

Most residents rated the quality of life in North Mankato as excellent or good. This rating was similar to the national benchmark (see Appendix B of the *Technical Appendices* provided under separate cover).

Shown below are the eight facets of community. The color of each community facet summarizes how residents rated it across the three sections of the survey that represent the pillars of a community – Po Community Characteristics, Governance and Participation. When most ratings across the three pillars were higher than the benchmark, the color for that facet is the darkest shade; when most ratings were lower than the benchmark, the color is the lightest shade. A mix of ratings (higher and lower than the benchmark) results in a color between the extremes.





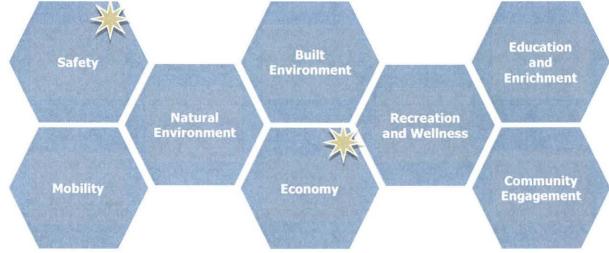
In addition to a summary of ratings, the image below includes one or more stars to indicate which community facets were the most important focus areas for the community. Residents identified Safety and Economy as priorities for the North Mankato community in the coming two years. North Mankato residents gave favorable ratings to both of these facets of community as well as to the remaining six facets: Mobility, Natural Environment, Built Environment, Recreation and Wellness, Education and Enrichment and Community Engagement. Ratings for all eight facets were similar to other communities nationwide. Linking quality to importance offers community members and leaders a view into the characteristics of the community that matter most and that seem to be working best.

Details that support these findings are contained in the remainder of this Livability Report, starting with the ratings for Community Characteristics, Governance and Participation and ending with results for North Mankato's unique questions.

#### Legend

- Higher than national benchmark
- Similar to national benchmark
- Lower than national benchmark





The National Citizen Survey™

# **Community Characteristics**

### What makes a community livable, attractive and a place where people want to be?

Overall quality of community life represents the natural ambience, services and amenities that make for an attractive community. How residents rate their overall quality of life is an indicator of the overall health of a community. In the case of North Mankato, 95% rated the City as an excellent or good place to live and zero percent rated it poor. Respondents' ratings of North Mankato as a place to live were similar to ratings in other communities across the nation.

In addition to rating the City as a place to live, respondents rated several aspects of community quality including North Mankato as a place to raise children and to retire, their neighborhood as a place to live, the overall image or reputation of North Mankato and its overall appearance. Most respondents positively assessed these aspects of the community, with the City as a place to raise children and the overall appearance of the City receiving evaluations that were higher than the national benchmark.

Delving deeper into Community Characteristics, survey respondents rated over 40 features of the community within the eight facets of Community Livability. North Mankato resident assessments of Community Characteristics varied by facet and tended to be similar to the benchmark; however, there were several exceptions. Respondents appreciated Mobility in North Mankato, providing exceptionally high ratings that tended to be higher than in communities across the country, including the overall ease of travel, paths and walking trails, ease of walking, travel by car and by walking and traffic flow.

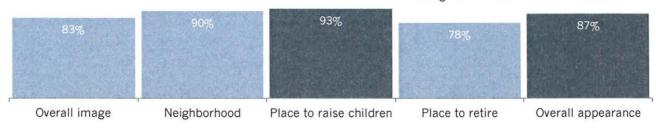
The Natural Environment and Safety were viewed favorably by residents and aspects within these facets were mostly similar to national benchmark comparisons. However, North Mankato residents gave higher marks to the cleanliness of the City compared to the benchmark communities. At least half of respondents enjoyed aspects of Education and Enrichment, with more than four in five giving positive evaluations to K-12 education (a rating which was higher than the national benchmark).



Aspects of Economy tended to receive less positive reviews and while most were similar to other communities across the U.S., shopping opportunities was given evaluations that were lower.

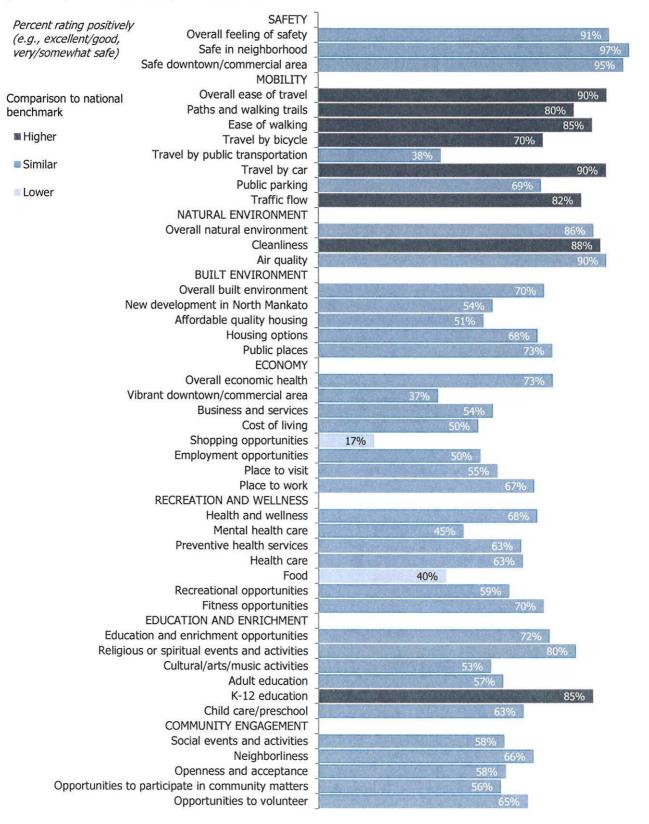
#### Percent rating positively (e.g., excellent/good)

### Comparison to national benchmark Higher Similar Lower



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Figure 1: Aspects of Community Characteristics



## Governance

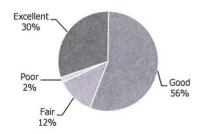
## How well does the government of North Mankato meet the needs and expectations of its residents?

The overall quality of the services provided by North Mankato as well as the manner in which these services are provided are a key component of how residents rate their quality of life. More than four in five participants rated the overall quality of services in North Mankato as excellent or good. Residents' ratings of the quality of services provided by the City government were significantly higher than ratings of Federal Government services and were higher than the State and County Government provided services (see Figure 4 on page 9 for additional information).

Survey respondents also rated various aspects of North Mankato's leadership and governance. Overall, aspects of the City's leadership and governance were viewed favorably by a majority of respondents and were similar to comparison communities. Residents were pleased with the customer service provided by the City government most of all and felt less positively about the value of services for taxes paid and the City welcoming citizen involvement.

Respondents evaluated over 30 individual services and amenities available in North Mankato. Most features of Governance were positively evaluated by at least 6 in 10 respondents and were similar to or higher than the national benchmark. Though similar to the national benchmark, Safety services such as police, fire, ambulance/EMS and fire prevention were praised by about 9 in 10 residents. Within Mobility, snow removal and

#### **Overall Quality of City Services**



traffic signal timing were seen as strengths in North Mankato and were higher than the benchmark communities.

Residents also were happy with features of the Natural Environment and Built Environment, with at least three-quarters approving of the quality of garbage collection, recycling, yard waste pick-up, storm drainage, sewer services and power utility.

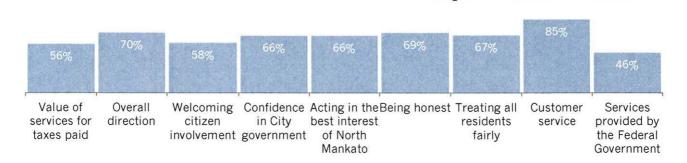
Percent rating positively (e.g., excellent/good)

#### Comparison to national benchmark

Similar

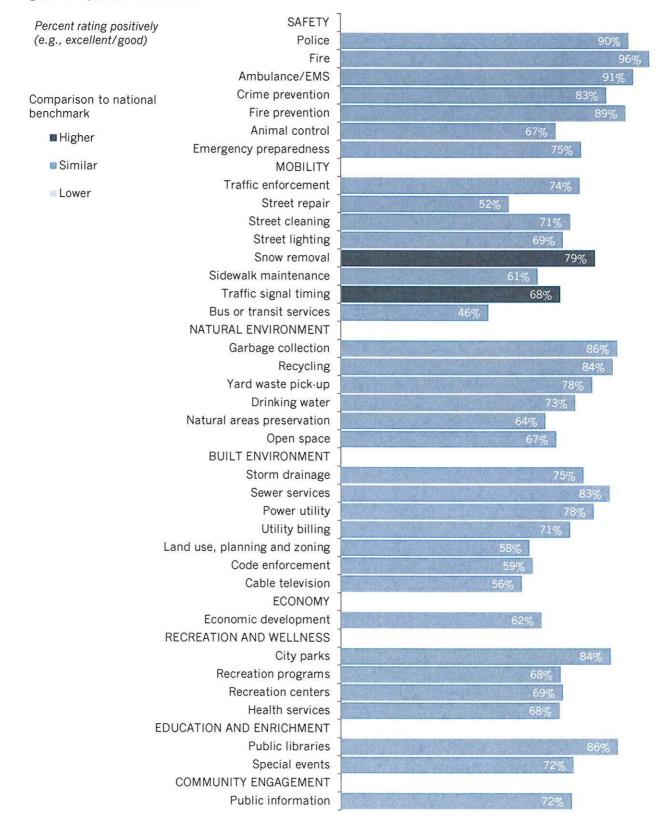
Lower

Higher



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#### Figure 2: Aspects of Governance



# **Participation**

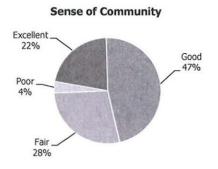
Are the residents of North Mankato connected to the community and each other?

An engaged community harnesses its most valuable resource, its residents. The connections and trust among residents, government, businesses and other organizations help to create a sense of community, a shared sense of membership, belonging and history. Nearly all residents reported they would recommend living in North Mankato to someone who asks and that they planned to remain in the City for the next five years, which were levels higher than in comparison communities across the U.S.

The survey included over 30 activities and behaviors for which respondents indicated how often they participated in or performed each, if at all. Generally, levels of participation varied in North Mankato as did the comparisons to the national benchmark.

Within Built Environment, more North Mankato residents had not observed a code violation and were not under housing cost stress compared to comparison communities. Levels of Participation within Safety varied with more Mankato residents reporting they did not report a crime and fewer indicating they had stocked supplies for an emergency.

Residents were engaged with the Natural Environment and Recreation and Wellness, with at least 6 in 10 participating in each activity within those two facets. Respondents were most passionate about recycling at home and visiting City parks. Additionally, enthusiasm was shown for Community Engagement with at least 8 in 10 residents talking to or visiting with neighbors, doing a favor for a neighbor, reading or watching local news and



voting in local elections.

Within Mobility fewer North Mankato residents than elsewhere used public transportation instead of driving.

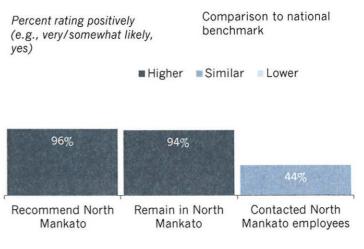
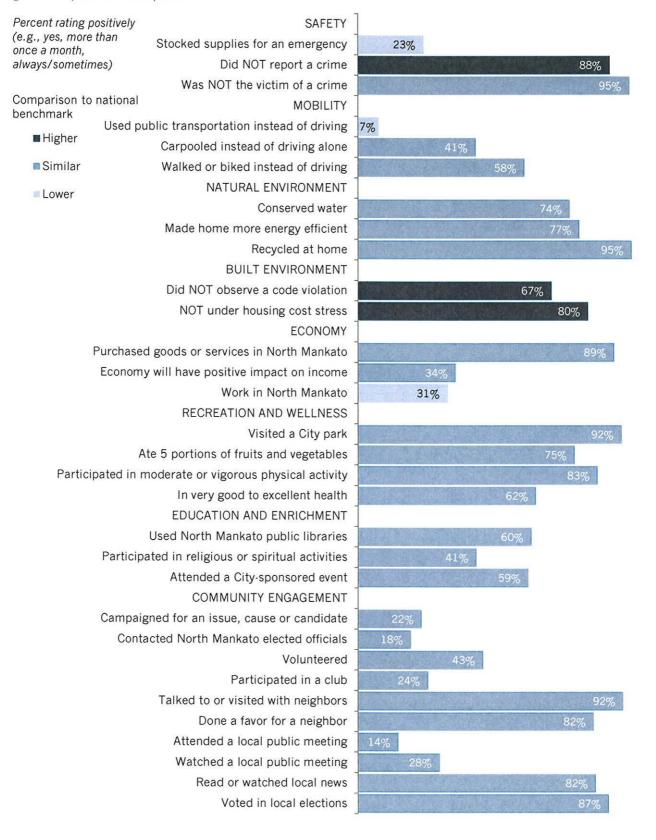


Figure 3: Aspects of Participation

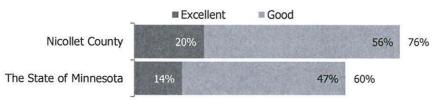


# **Special Topics**

The City of North Mankato included several questions of special interest on The NCS. Topics investigated on the survey included the quality of services delivered by Nicollet County and the State of Minnesota and sources of information about the City government.

County provided services were rated more favorably by residents than were state provided services; however, both rated less positively than city provided services.

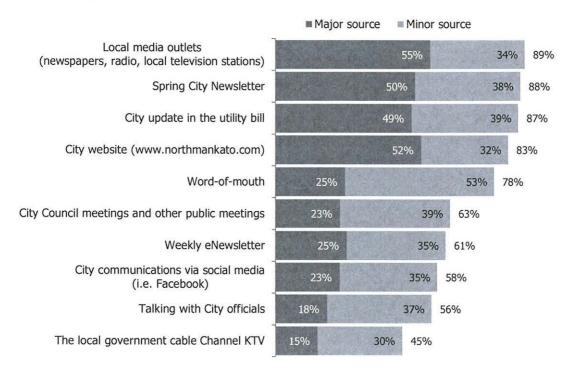
Figure 4: County and State Government Performance Overall, how would you rate the quality of the services provided by each of the following?



The City of North Mankato wanted to learn about the sources residents used most to obtain information about City activities, events and services. Roughly 9 in 10 reported using local media outlets, the Spring City Newsletter and the City update in the utility bill as minor or major sources of information about the City. A majority of residents reported using all other sources of information as at least a minor source, with the exception of the local government cable channel KTV which not a source of information for 55% of respondents.

#### Figure 5: Sources of Information

Please indicate how much of a source, if at all, you consider each of the following to be for obtaining information about the City government and its activities, events and services:



The National Citizen Survey™

# Conclusions

#### Residents are happy in North Mankato and appreciate aspects of the community.

Nine in 10 respondents gave excellent or good ratings to the overall quality of life in North Mankato and the City as a place to live. A strong majority also felt positively about the City as a place to raise children, K-12 education, the overall appearance and the cleanliness of North Mankato, all of which were rated higher when compared to communities across the nation. Resident loyalty was high, with nearly all residents reporting that they would recommend living in the City and that they planned to remain in North Mankato for the next five years, ratings that were higher than the national benchmark.

## Safety is a key contributor to residents' quality of life in North Mankato and merits continued focus.

Safety was identified as one of the top priorities for the City to focus on in the coming two years and evaluations of the various features of Safety were exceptionally positive. Overall feelings of safety, safety in neighborhoods and safety in the downtown/commercial area were given favorable assessments from nearly all residents. Safety-related services were also identified as strengths for the City, with 9 in 10 participants awarding excellent or good ratings to police, fire, ambulance/EMS and fire prevention. Most respondents were satisfied with crime prevention efforts in the city and the vast majority reported they had not been the victim of a crime in the 12 months prior to the survey and had not reported a crime (which was a level higher than seen elsewhere across the U.S.).

### While residents applaud Mobility in the City, they do not use public transit in lieu of driving.

Mobility ratings across the survey received exceptional ratings that were frequently higher in North Mankato than in the national benchmark communities. Generally, most residents found it easy to get around the city by various modes (car, bike, walking) and a majority voiced appreciation for paths and walking trails and the flow of traffic. Mobility-related services such as snow removal and traffic signal timing also were appreciated by respondents and were evaluated higher than the national benchmark. However, features of Mobility related to public transportation were viewed less favorably. Less than half of residents were pleased with the quality of travel by public transportation and bus or transit services, and less than 1 in 10 reported using public transportation instead of driving (which was lower use than what was seen elsewhere).